

## ***G. CITIZEN REQUEST TO ADDRESS THE BOARD***

1. A citizen(s) request to address the Board as an agenda item shall be in writing addressed to the Chief Appraiser's office at least three days before the agenda is prepared (which would typically be approximately 13 days prior to the regular Board meeting). The request shall be addressed to the Board as a whole and shall include the person's name, address, phone number and the subject matter he or she wishes to discuss.

If a citizen's request has been scheduled on the agenda, the Board shall make whatever response or take whatever action it deems appropriate to handle the matter. Such response or action may include:

- a. Providing an immediate response or taking immediate action
  - b. Referring the matter to a later meeting for further discussion or study
  - c. Referring the matter to the Chief Appraiser for action or for further recommendations
  - d. Indicating that the matter will be taken under advisement
2. The Board may refuse to hear comments on subjects not reasonably related to the policies and procedures of FCAD or the FCAD Appraisal Review Board and comments not reasonably related to other issues under the Board's jurisdiction. The chairperson may limit repetitive comments. Additionally, the Board is not

required to place certain items repeatedly on the agenda for discussion when decisions on those items have already been made. Texas Attorney General's Opinion No. H-188 (1973).