

## What is the purpose of the district's Board of Directors?

The primary responsibilities of the Board of Directors are to:

- Establish the appraisal district's appraisal office;
- Adopt the district's annual operating budget;
- Contract for necessary services;
- Hire a Chief Appraiser;
- Support the ARB selection process; and
- Make general policy on the appraisal district's operations.

*Note: Appraisal Review Board (ARB) members are appointed by the local administrative district judge, not the Board of Directors.*

## Board of Directors

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### **Steve Harr**

*Chairman*

### **Kyle Williams**

*Vice Chairman*

### **Robert Clark**

*Secretary*

### **Doug Kieta**

*Member*

### **Justin Blake**

*Member*

### **Arlene Swiney**

*Tax Assessor-Collector*

*Ex Officio, Non-Voting*

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## Contact Us

9293 Hwy 6 / P.O. Box 393  
Meridian, TX 76665-0393

Phone: (254) 435-2304  
Fax: (254) 435-6139  
[feedback@bosquecad.com](mailto:feedback@bosquecad.com)  
[www.bosquecad.com](http://www.bosquecad.com)

# BOSQUE CENTRAL APPRAISAL DISTRICT

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Board of Directors  
Functions &  
Public Access

[www.bosquecad.com](http://www.bosquecad.com)  
(254) 435-2304

### **Can the Board help me get my value changed?**

The Board of Directors has no jurisdiction over the value placed on a property by the Chief Appraiser. If you have concerns about your appraisal, speak with District staff or file a formal protest before the Appraisal Review Board. The ARB is responsible for hearing and resolving protests from property owners.

### **When does the Board meet?**

The Board meets at least quarterly at the District's office: 9293 Highway 6, Meridian, Texas. If a meeting is held at an alternate location, proper notice will be posted.

### **How do I know when the Board is meeting?**

Board meetings are subject to the Texas Open Meetings Act. Agendas are posted at least 3 business days before each meeting at the Bosque County Clerk's office, on the county courthouse public notice board, on the front door of the District office, and at [www.bosquecad.com](http://www.bosquecad.com).

### **How do I address the Board at a meeting?**

The public may speak during the "Citizen Communication" agenda item, placed at the beginning of each regular meeting before action items. To speak, complete a Speaker Registration Form and submit it to the presiding officer before the meeting begins.

### **Speaker Time Limits**

The first 10 individuals who register will each have 3 minutes to address the Board. All subsequent speakers receive 1 minute. The presiding officer may adjust time at their discretion.

### **Speakers Using a Translator**

Speakers using a translator are allowed 6 minutes. Translator requests must be submitted to the District at least 7 days in advance.

### **Donating Your Time**

You may donate your allotted time to another speaker if you are present when they begin and you state their name. No speaker may accumulate more than 3 minutes total.

### **What do I do if I have a complaint about the district?**

Contact the Chief Appraiser in writing. The Chief Appraiser will investigate and respond in writing. If you remain unsatisfied, you may address the Board at a regular meeting during "Citizen Communication."

### **How do I file a complaint about the Chief Appraiser or Board?**

Direct all written complaints to the Chairman of the Board. The Chairman will cause the matter to be investigated and brought to the full Board's attention.

Mail or deliver written complaints to:

#### **Bosque Central Appraisal District**

P.O. Box 393

Meridian, TX 76665-0393

[feedback@bosquecad.com](mailto:feedback@bosquecad.com)

### **What if I need special assistance or an interpreter?**

Contact the Chief Appraiser in writing at least 7 days before the meeting. The District office and meeting room are wheelchair accessible.