

Taxpayer Liaison Officer

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Who Appoints the Tax Liaison Officer (TLO)?

The TLO is appointed by the Board of Directors (Board) of the Coryell Central Appraisal District (CCAD) and serves at the pleasure of the Board.

Duties of the TLO?

The TLO administers certain public access functions required by the Tax Code and is responsible for reviewing and responding to complaints that do not involve matters that may be protested under Section 41.41 of the Tax Code.

The TLO receives, compiles and forwards complaints, comments and suggestions concerning ARB matters to the Comptroller's office; along with delivering ARB applications received and providing clerical assistance to the local administrative district judge as part of the ARB selection process.

What happens to complaints?

The TLO reports to the Board on the status of all complaints filed with the Board at each meeting.

Additional Duties of the TLO

If a property owner wishes to address the Board, but does not speak English or Spanish and cannot bring their own interpreter, please notify the TLO in writing at least seven (7) days prior to the meeting. Arrangements will be made for an interpreter. If you have some handicap or disability that may prevent you from speaking to the Board, please notify the TLO in writing at least seven (7) days prior to the meeting. If you are unable to notify the TLO within seven days the district will attempt to make appropriate arrangements.