

Kleberg County Appraisal District

COMPLAINT PROCEDURES

In accordance with Section 6.04(g) of the Texas Property Tax Code, the Board of Directors of Kleberg County Appraisal District will respond to written complaints in the following manner:

In accordance with Section 6.04(f) of the Texas Property Tax Code, when the Board receives a written complaint, that it has the authority to resolve, the Board will notify the parties to the complaint of the complaint's status at least quarterly until the complaint is resolved.

Policies for Resolving Complaints

The board will consider written complaints about the policies and procedures of the appraisal district, appraisal review board, and the board of directors and any other matter within the jurisdiction of the board of directors. The board will not consider complaints addressing any of the grounds for challenge and protest before the appraisal review board as set out in Sections 41.03 and 41.41, Tax Code. The board of directors has no authority to overrule the chief appraiser or appraisal review board's decision on a value, correction, or protest.

Correspondence should be mailed to:

Kleberg County Appraisal District Board of Directors
Chairman
P. O. Box 1027
Kingsville, Texas 78364-1027

Hearing impaired persons who have a TTY telephone machine may call 711 and have a complaint delivered to the board.

At each regularly scheduled meeting, the chief appraiser reports to the board on the nature of complaints and the status of resolution.

Board deliberations concerning complaints will comply with provisions of the Texas Open Meetings Act, Chapter 551, Government Code.

At least quarterly and until final disposition of a complaint, the board notifies the parties to the complaint of its status unless notice would jeopardize an undercover investigation. [Sec. 6.04 (g), Tax Code]