

MINUTES OF THE CRANE COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

The Board of Directors of the Crane Co. Appraisal District met on Wednesday, May 26, 2021 at 1:30 p.m. in the workroom of the School Administration Building at 511 W. 8th St. Crane, TX.

Those attending were Gena Norvell - Chairman, Emily Barton – Secretary/Treasurer, Wanda Coburn and Judy Crumrine - members. Others present were Byron Bitner - Chief Appraiser and Kelly Lee of the Appraisal District.

1. Gena Norvell called the meeting to order at 1:33 p.m.
2. Emily Barton made the motion to approve the minutes from the February 10, 2021 meeting. Second by Judy Crumrine. Motion carried unanimously.
3. Emily Barton then presented the Treasurer's Report with a checking account balance of \$155,999.42 as of April 30, 2021. Judy Crumrine made the motion to approve the Treasurer's Report as presented. Second by Emily Barton. Motion carried unanimously.
4. Byron Bitner then presented the Financial Audit year ending 2020 to the Board. After some discussion, Judy Crumrine made the motion to approve the Financial Audit year ending 2020 as presented. Second by Emily Barton. Motion carried unanimously.
5. The Board of Directors then reviewed all bill payments from February 11, 2021 – May 25, 2021. Judy Crumrine made the motion to approve all bill payments as presented. Second by Emily Barton. Motion carried unanimously.
6. The Board of Directors then voted to reappoint Kim Harrelson, Larry Handlin and Dee Johns to the Agricultural Advisory Board for the 2021 – 2022 term. Emily Barton made the motion to reappoint Kim Harrelson, Larry Handlin and Dee Johns to the Agricultural Advisory Board. Second by Judy Crumrine. Motion carried unanimously.
7. Byron Bitner then presented to the Board the changes made by the Chief Appraiser per Sec. 25.25b of the Texas Property Tax Code.

8. Byron Bitner then presented to the Board the Computer System Lease/License Agreement (Mass Appraisal Software) contract from Pritchard & Abbott. Emily Barton made the motion to approve the Computer System Lease/License as presented. Second by Judy Crumrine. Motion carried unanimously.
9. Byron Bitner then presented to the Board a line item transfer for the 2021 budget. Move \$300 from Legal Services to Audit Services. After some discussion, Judy Crumrine made the motion to approve the line item transfer as presented. Second by Emily Barton. Motion carried unanimously.
10. Byron Bitner then presented to the Board the proposed budget and salary estimates for 2022. (See Attached copy).
11. Byron Bitner then presented to the Board the depository bid received from West Texas National Bank for a period of 2 years beginning July 1, 2021 – June 30, 2023. Judy Crumrine made the motion to accept the depository bid as presented. Second by Emily Barton. Motion carried unanimously.
12. There were no public comments.
13. Wanda Coburn made the motion to adjourn the meeting at 1:53 p.m. Second by Emily Barton. Motion carried unanimously.

Chairman/Vice Chairman

Secretary/Treasurer