

# MINUTES OF THE CRANE COUNTY APPRAISAL REVIEW BOARD

The Appraisal Review Board members of the Crane County Appraisal District met in regular session on Wednesday, May 29, 2019, at 1:30 p.m. at the Crane ISD Administration Building, 511 W. 8<sup>th</sup> St., Crane, Texas.

Those attending were Donna Vanderveer– Chairman, Sally Dodd – Secretary and Tom Currie - member. Chief Appraiser Byron Bitner and Kelly Lee of the Crane County Appraisal District were also present.

The purpose of the meeting:

1. Donna Vanderveer called the meeting to order at 1:35 p.m.
2. Nina Gothard administered the Oath of Office to Sally Dodd.
3. There were no public comments.
4. Tom Currie made the motion to approve the minutes from the July 18, 2018 meeting. Second by Sally Dodd. Motion carried unanimously.
5. Sally Dodd made the motion to approve the Hearing Procedures for the Crane County Appraisal District. Second by Tom Currie. Motion carried unanimously.
6. Byron Bitner then presented the changes made for the previous year to the ARB per Sec. 25.25b of Texas Property Tax Code. Tom Currie made the motion to approve the changes made by the Chief Appraiser for the previous year. Second by Donna Vanderveer. Motion carried unanimously.
7. Byron Bitner read a sworn statement releasing the 2019 Appraisal Records to the ARB.
8. Sally Dodd made the motion to adjourn the meeting at 2:45 p.m. Second by Sally Dodd. Motion carried unanimously.



Chairman