

MINUTES OF THE CRANE COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

The Board of Directors of the Crane Co. Appraisal District met on Wednesday, September 3, 2025 at 1:30 p.m. in the board room of the School Administration Building at 511 W. 8th St. Crane, TX.

Those attending were Gena Norvell – Chairman, Judy Crumrine – Vice Chairman and Emily Barton – Secretary/Treasurer. Others present were Byron Bitner - Chief Appraiser and Julie Flores of the Appraisal District.

1. Gena Norvell called the meeting to order at 1:53 p.m.
2. Emily Barton made the motion to approve the minutes from the June 4, 2025 meeting. Second by Judy Crumrine. Motion carried unanimously.
3. Emily Barton then presented the Treasurer's Report with a checking account balance of \$208,473.83 as of August 31, 2025. June's Interest was \$686.21, July's Interest was \$622.34, and August's Interest was \$475.98. Judy Crumrine made the motion to approve the Treasurer's Report as presented. Second by Gena Norvell. Motion carried unanimously.
4. The Board of Directors then reviewed all bill payments from September 2, 2025. Emily Barton made the motion to approve all bill payments as presented. Second by Gena Norvell. Motion carried unanimously.
5. Byron Bitner then presented to the Board the changes made by the Chief Appraiser per Sec. 25.25b of the Texas Property Tax Code.
6. Gena Norvell then opened the Public Hearing for the 2026 Budget at 1:56 p.m.
7. Byron Bitner presented the Mineral contract from Thomas Y. Pickett for the years 2026 - 2027. After some discussion, Judy Crumrine made the motion to approve the Mineral contract as presented. Second by Emily Barton. Motion carried unanimously.
8. Byron Bitner then reviewed with the Board the performance of P&A's Real Estate contract (Cama Cloud). After some discussion it was determined that P&A's performance was insufficient and lacking.

9. Byron Bitner then presented to the Board the 2026 Budget with a few changes bringing the total of the 2026 Budget to \$660,325. Judy Crumrine made the motion to approve the 2026 Budget of \$660,325. Second by Emily Barton. Motion carried unanimously.
10. Byron Bitner then discussed with the Board finding from the 2025 – 2026 MAP Review.
11. There were no public comments.
12. Emily Barton made the motion to adjourn the meeting and close the Public Hearing for the 2026 Budget at 2:22 p.m. Second by Judy Crumrine. Motion carried unanimously.

Chairman/Vice Chairman

Secretary/Treasurer

CRANE COUNTY APPRAISAL DISTRICT

ADOPTED: 9/3/25

	Current Budget 2025	Proposed Budget 2026
<u>PURCHASED & CONTRACTED SERVICES</u>		
Legal Services	104,000	77,000
Audit Services	5,500	6,500
Evaluation Services (Mineral & RE Contracts, Computer Software Contract)	247,000	267,650
Mapping	8,000	4,000
ARB & Arbitration	2,500	3,000
Other Professional Services	1,850	1,850
Appraisal District Employees	157,430	183,500
Chief Appraiser Services	75,910	77,325
TOTAL	602,190	620,825
<u>SUPPLIES & PUBLICATIONS</u>		
Supplies & Copier	5,500	5,500
Publications	2,500	2,500
Postage & Notices	7,000	7,000
TOTAL	15,000	15,000
<u>OTHER OPERATING EXPENSES</u>		
Office & Equipment Rental (to Crane ISD)	12,500	12,500
Insurance	7,000	8,000
Education, Fees/Dues/Training	3,500	4,000
TOTAL	23,000	24,500
GRAND TOTAL	640,190	660,325

ESTIMATED 2026 BUDGET ALLOCATION

Crane ISD-----	313,588.35
Crane County-----	217,709.16
Crane Hospital-----	49,986.61
Crane County Water District-----	38,761.08
City of Crane-----	5,942.90
Emergency Services District #1-----	<u>34,336.90</u>
TOTAL	660,325.00