

MINUTES OF THE CRANE COUNTY APPRAISAL REVIEW BOARD

The Appraisal Review Board members of the Crane County Appraisal District met in a public meeting on Wednesday, May 3, 2023, at 1:30 p.m. at the Crane ISD Administration Building, 511 W. 8th St., Crane, Texas.

Those attending were Pat Cadena– Chairman, Donna Vanderveer – 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. Pat Cadena called the meeting to order at 1:45 p.m.
2. Kelly Lee administered the Oath of Office to Pat Cadena.
3. There were no public comments.
4. Tom Currie made the motion to approve the minutes from the June 20, 2022 meeting. Second by Donna Vanderveer. Motion carried unanimously.
5. Tom Currie made the motion to approve the 2023 Model Hearing Procedures for the Appraisal Review Board for Crane County. Second by Donna Vanderveer. Motion carried unanimously.
6. Byron Bitner presented the Appraisal Roll changes made for the 2nd quarter 2023 to the ARB per Sec. 25.25b of Texas Property Tax Code.
7. Byron Bitner then read a sworn statement releasing the 2023 Appraisal Records to the ARB. Donna Vanderveer made the motion to receive the 2023 Appraisal Records from Chief Appraiser Byron Bitner. Second by Tom Currie. Motion carried unanimously.
8. Donna Vanderveer made the motion to recess the meeting at 2:18 p.m., to resume again on June 21, 2023. Second by Tom Currie. Motion carried unanimously.



Patricia Cadena
Chairman