

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 8, 2024, at 1:30 p.m. at the Crane ISD Administration Building, 511 W. 8th St., Crane, Texas.

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

The purpose of the meeting:

- 1. Tom Currie called the meeting to order at 1:46 p.m.**
- 2. Kelly Lee administered the Oath of Office to Tom Currie and Donna Vanderveer.**
- 3. There were no public comments.**
- 4. Donna Vanderveer made the motion to approve the minutes from the June 28, 2023 meeting. Second by Pat Cadena. Motion carried unanimously.**
- 5. Pat Cadena made the motion to approve the 2024 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 2024 to the ARB per Sec. 25.25b of Texas Property Tax Code.**
- 7. Byron Bitner then read a sworn statement releasing the 2024 Appraisal Records to the ARB.**
- 8. Pat Cadena made the motion to recess the meeting at 2:36 p.m., to resume again on June 26, 2024. Second by Donna Vanderveer. Motion carried unanimously.**

Chairman