

At 9:26 FILED O'Clock A. M.

February 20, 2025

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Andrea Flores  
ANDREA FLORES  
County/District Clerk, Crane Co. Texas

Attention: The Public

**There will be a meeting of the Crane County Appraisal District Board of Directors on Wednesday, March 5, 2025 at 1:30 P.M. in the workroom of the School Administration Building, 511 W. 8<sup>th</sup> St., Crane, Texas.**

**The purpose of the meeting is:**

- 1. Declaration of quorum and call to order.**
- 2. Approve the minutes from the December 11, 2024 meeting**
- 3. Approve the Treasurer's Report as of February 28, 2025.**
- 4. Discussion/Action to advise and consent to appointment of Agricultural Advisory Board members Kim Harrelson, Larry Handlin and Dee Johns for the years 2025 – 2026.**
- 5. Discussion/Action/Approval of bill payments since the December 12, 2024 meeting.**
- 6. Review quarterly changes to the Appraisal Roll.**
- 7. Completion/Discussion of Chief Appraiser's Evaluation.**
- 8. Consideration of possible action regarding pending Texas Tax Code Chapter 42 appeals against the Crane County Appraisal District.**
- 9. If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meeting Act, Government Code, Chapter 551, Subchapters D and E, including but not limited to consultation with counsel under section 551.071 and personnel-related matters authorized by section 551.074. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.**
- 10. Public comments on the activities of the Appraisal District**
- 11. Adjourn.**

Byron Bitner / by KL  
Byron Bitner – Chief Appraiser

# **MINUTES OF THE CRANE COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS**

The Board of Directors of the Crane County Appraisal District met on Wednesday, March 5, 2025 at 1:30 p.m. in the boardroom of the School Administration Building at 511 W. 8<sup>th</sup> St. Crane, TX.

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

1. Gena Norvell called the meeting to order at 1:30 p.m.
2. Emily Barton made the motion to approve the minutes from the previous meeting of December 11, 2024. Second by Judy Crumrine. Motion carried unanimously.
3. Emily Barton then presented the Treasurer's report with a checking account balance of \$174,281.29. December interest earned was \$472.26, January interest earned was \$592.06 and February interest earned was \$416.75. Judy Crumrine made the motion to approve the Treasurer's report as presented. Second by David Whitaker. Motion carried unanimously.
4. Judy Crumrine made the motion to appoint Dee Johns for the year 2025, and Kim Harrelson and Larry Handlin for the years 2025 – 2026 to the Agricultural Advisory Board. Second by Emily Barton. Motion carried unanimously.
5. The Board of Directors then reviewed all bill payments since the December 12, 2024 meeting. David Whitaker made the motion to approve all bill payments as presented since the December 12, 2024 meeting. Second by Emily Barton. Motion carried unanimously.
6. The Board then reviewed the 1<sup>st</sup> Quarter 2025 appraisal roll changes.
7. The Board then turned in their Chief Appraiser's Evaluation forms.
8. There was no action regarding pending Texas Tax Code Chapter 42 appeals against the Crane County Appraisal District.
9. There was no reason for the Board to go into a closed meeting.

10. There were no public comments.

11. Judy Crumrine made the motion to adjourn the meeting at 1:38 p.m.

Second by Emily Barton. Motion carried unanimously.

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Chairman/Vice Chairman

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Secretary/Treasurer