

MINUTES
BURLESON COUNTY APPRAISAL DISTRICT
Appraisal Review Board
April 26, 2018

Appraisal Review Board meeting, Thursday, April 26, 2018 at 10:00 a.m. at the Burleson County Appraisal District Office at 111 East Fawn Street, Caldwell, Texas.

Agenda Item 1: Call Meeting to Order

The meeting began at 10:10 a.m.

Members present were Eddie Ramirez, Glenn Jones and Ralph Mutchler.

Staff present were Chief Appraiser, Kim Orr, and Deputy Chief Appraiser, Damon Daughtry, ARB Coordinator, Tonya Barnes.

Agenda Item 2: Officer Selections for 2018

The Burleson County Appraisal District Board of Director chose Eddie Ramirez to be chairman and Glenn Jones to be secretary at a prior meeting. Motion was made by Ralph Mutchler to accept these selection and name him co-chairman, seconded by Eddie Ramirez. All were in favor, motion passed.

Agenda Item 3: Statement of Elected/Appointed Officer for 2018

ARB Members read aloud, filled out and turned in their Statement of Elected/Appointed Officer forms for 2018.

Agenda Item 4: Oath of Office for 2018

Tonya Barnes read and notarized the Oath of Office for 2018 ARB Members. These forms were filled out and turned in.

Agenda Item 5: Approve Minutes from October 26, 2017 Meeting

Motion was made by Ralph Mutchler to approve the minutes for the October 26, 2017 Meeting, seconded by Eddie Ramirez. All were in favor, motion passed.

Agenda Item 6: Approve 2017 4th Quarter & 2018 1st Quarter Corrections to Certified Appraisal Roll

Motion was made by Ralph Mutchler to approve the 2017 4th Quarter & 2018 1st Quarter Corrections to Certified Appraisal Roll, seconded by Eddie Ramirez. All were in favor, motion passed.

Agenda Item 7: Approve 2018 Protest Procedures

Motion was made by Ralph Mutchler to approve the 2018 Protest Procedures, seconded by Eddie Ramirez. All were in favor, motion passed.

Agenda Item 8: Consider and Approve Selection of Legal Counsel for 2018

Motion was made by Ralph Mutchler to approve Burns & Reyes-Burns as the 2018 ARB Legal Counsel, seconded by Eddie Ramirez. All were in favor, motion passed.

Agenda Item 9: Public Access to Information Forms

ARB Members filled out and turned in the Public Access to Information Forms.

Agenda Item 10: Appraisal Records Turned Over to ARB from Chief Appraiser

Chief Appraiser Kim Orr turned over the appraisal records for 2018 to the ARB.

Agenda Item 11: Future Meeting and Hearing Dates

ARB Members given a calendar with tentative 2018 ARB Hearing Dates.

Agenda Item 12: Adjourn

Having no other business, a motion was made by Ralph Mutchler to adjourn; seconded by Eddie Ramirez. All were in favor, motion passed.

Meeting adjourned at 10:24 a.m.

Minutes Approved July 13, 2018

Attested By: Eddie Ramirez, Chairman of the Board

Attested By: Glenn Jones, Secretary of the Board