

MINUTES
BURLESON COUNTY APPRAISAL DISTRICT
Appraisal Review Board
May 11, 2021

Appraisal Review Board meeting, Tuesday, May 11, 2021 at 9:00 a.m. at the Burleson County Appraisal District at 111 East Fawn Street, Caldwell, Texas.

Agenda Item 1: Call Meeting to Order

The meeting began at 9:29 a.m.

Members present were Ralph Mutchler, Terry White, Donnie Victorick and Steven Reed.

Staff present were Kristal Hermes, Jaycee Henderson, Mallori Baker, Barry Alford & Tonya Barnes

Agenda Item 2: Statement of Elected/Appointed Officer for 2021

Kristal Hermes read the Statement of Elected/Appoint Officer to the ARB members and they all stated their names and said I do.

Agenda Item 3: Oath of Office for 2021

Kristal Hermes read the Oath of Office to the ARB members and they all stated their names and said I do.

Agenda Item 4: Receive Public Access to Information Forms & Report of Property Interest Forms

All ARB Members turned in their Public Access to Information Forms & Report of Property Interest Forms

Agenda Item 5: Officer Selections for 2021

Ralph Mutchler was appointed Chairman and Jessica Armstrong was appointed Secretary by the District Administrative Judge prior to the meeting. A motion was made by Donnie Victorick to appoint Terry White Vice-Chairman; seconded by Ralph Mutchler. All were in favor, motion passed.

Agenda Item 6: Approve Minutes from December 3, 2020 Meeting

A motion was made by Donnie Victorick to approve the December 3, 2020 minutes; seconded by Terry White. All were in favor, motion passed.

Agenda Item 7: Approve 2020 4th Quarter & 2021 1st Quarter Corrections to Certified Appraisal Rolls

A motion was made by Donnie Victorick to approve the 2020 4th Quarter & 2021 1st Quarter Corrections to the Certified Appraisal Rolls; seconded by Steven Reed. All were in favor, motion passed.

Agenda Item 8: Approve 2021 Protest Procedures

A motion was made by Terry White to approve the 2021 Protest Procedures; seconded by Donnie Victorick. All were in favor, motion passed.

Agenda Item 9: Consider and Approve Selection of Legal Counsel for 2021

A motion was made by Terry White to approve Burns & Reyes-Burns as the legal counsel for 2021; seconded by Steven Reed. All were in favor, motion passed.

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

Tonya Barnes read the notarized document to turn over the appraisal records to the ARB. Motion was made by Terry White to accept the appraisal records being turned over to the ARB; seconded by Donnie Victorick. All were in favor, motion passed.

Agenda Item 11: Future Meeting and Hearing Dates

ARB members were given the tentative hearing dates for 2021 with June 10, 2021 being the first date.

Agenda Item 12: Adjourn

Having no other business, a motion was made by Terry White to adjourn; seconded by Donnie Victorick. All were in favor, motion passed.

Meeting adjourned at 9:39 a.m.

Minutes Approved 6/10, 2021

Attested By: Ralph M. White, Chairman of the Board

Attested By: Jim O'Neil, Secretary of the Board