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# Baylor County Appraisal District

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MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT APPRAISAL REVIEW BOARD MEETING ON Thursday, MAY 11<sup>th</sup>, 2023, LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: William Townley, Nicholas Lemmond, Diane Jackson, Interim Chief Appraiser Mitzi Welch, & Paula K. Vaden.

Meeting called to order by William Townley.

No comments from public.

1. Discuss, consider and take action regarding approval of the minutes of the July 15<sup>th</sup>, 2022, meeting.

Motion: To approve the minutes from the July 15<sup>th</sup>, 2022, BCAD ARB meeting  
Motion Made: Nicholas Lemmond  
Second: Dianne Jackson  
Vote: Passed 3 – 0

2. Discuss, consider, and take action regarding approval of the minutes of the January 24<sup>th</sup>, 2023, meeting.

Motion: To approve the minutes of the January 24<sup>th</sup>, 2023, BCAD ARB meeting  
Motion Made: Nicholas Lemmond  
Second: Dianne Jackson  
Vote: Passed 3 – 0

3. Discuss, consider, and take action regarding adopting the 2023 Appraisal Review Board Policy & Procedures Manual.

Motion: To adopt the 2023 ARB Policy & Procedures Manual.  
Motion Made: William Townley  
Second: Nicholas Lemmond  
Vote: Passed 3 – 0

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4. Consider and take action for the 2023 Appraisal Records with sworn statement by Interim Chief Appraiser, Mitzi Welch.

Interim Chief Appraiser, Mitzi Welch, read out loud sworn statement and turned over 2023 Appraisal Records to BCAD ARB.

Motion: To accept sworn statement and the 2023 Appraisal Records  
Motion Made: Nicholas Lemmond  
Second: William Townley  
Vote: Passed 3 – 0

5. Discuss, consider, and take action on Baylor County Appraisal District ARB dates for upcoming protests.

The ARB decided on June 12<sup>th</sup>, 2023, Mineral & Utilities in the morning starting at 10 a.m. with a lunch hour starting at 12 p.m. and ending at 1 p.m., and Real & Personal in the afternoon starting at 1:30 p.m. July 5<sup>th</sup>, 6<sup>th</sup>, & 7<sup>th</sup>, 2023 for Real & Personal starting at 9 a.m. each day with a lunch hour starting at 12 p.m. and ending at 1 p.m, restarting hearings at 1:30 p.m. in the afternoons.

Motion: To accept dates for ARB hearings  
Motion Made: William Townley  
Second: Nicholas Lemmond  
Vote: Passed 3 – 0

6. Consider Adjournment

Motion: To adjourn the meeting  
Motion Made: Nicholas Lemmond  
Second: Dianne Jackson  
Vote: Passed 3 – 0

Minutes were taken by Paula K. Vaden, Deputy Clerk.

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