

# Board of Tax Assessors Meeting Minutes

March 11, 2021

**Members Present:** MaryBeth Burnette, Daniel Clifford, Dennis Conway, Tommy Mann and Raymond Gunnin were present for the meeting.

**Staff Present:** Steve Swindell, Trey Stephens, Gregg Boutilier, Crystal Hamby, Janet Hall, Ricky Hitt, Becky Parker, Jennifer Hoskins and Jenny Thomas were present for the meeting.

**Attorney:** Darrell Caudill of Roach, Caudill & Frost LLP was present for the meeting.

**Call to Order:** Dennis Conway called the meeting to order at 9:00 a.m.

**Adoption of Agenda:** Motion by MaryBeth Burnette to adopt the meeting agenda, seconded by Daniel Clifford and approved by each Board Member.

**Approval of Minutes:** Motion by Daniel Clifford to approve the February 25, 2021 minutes, seconded by MaryBeth Burnette and approved by each Board Member.

**Public Comments:** None.

**New Business:** Motion by MaryBeth Burnette to move Batch E-1, Batch P1, Batch MH1, Batch MH2, Batch 5CB, Batch 5CR and Batch 5P to consent agenda and follow staff recommendations, seconded by Tommy Mann and verbally approved by each Board Member.

## I. New Business:

### Consent Agenda:

Front Office, Becky Parker, Receiver of Records

**Batch E-1**, Dropped Exemptions 2021

Personal Property Department, Jennifer Hoskins, Project Manager

**Batch P1**, Standard Agenda

Mobile Home Department, Janet Hall, Senior Appraiser

**Batch MH1**, Digest Changes

**Batch MH2**, Prebill Appeals

Rural Department, Trey Stephens, Senior Appraiser

**Batch 5CB**, CUVA Breaches

**Batch 5CR**, CUVA Releases

**Batch 5P**, Previous Year Changes

## II. Chief Appraiser Report:

2021 Budget Review

2022 Budget Proposal Report review.

**Motion by MaryBeth Burnette to approve the 2022 Budget Proposal, seconded by Daniel Clifford and verbally approved by each Board Member**

Steve presented a Legislation update at the WinGap Business Meeting in Macon this week.

The Department of Revenue approved an online appeal link for 2021 notices.

The residential Senior Clerk position is expected to be filled internally, which will create an external job positing.

The next meeting will be on March 25, 2021 at 9:00am.

**III. Attorney's Report / Executive Session:**

Motion by Daniel Clifford to move to Executive Session, seconded by MaryBeth Burnette and verbally approved by each Board Member.

Motion by MaryBeth Burnette to re-enter Regular Meeting, seconded by Daniel Clifford and verbally approved by each Board Member.

**IV. Adjournment:** Motion by MaryBeth Burnette to adjourn the Regular Meeting, seconded by Daniel Clifford and verbally approved by each Board Member.

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Dennis Conway, Chairman

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Jenny Thomas, Secretary