

## Board of Tax Assessors Meeting

Minutes of the August 24, 2023 Meeting

**Members Present:** Dennis Conway, MaryBeth Burnette, Tommy Mann and Mark Young were present for the meeting.

**Staff Present:** Steve Swindell, Trey Stephens, Gregg Boutilier, Sandy Forrester, Ricky Hitt, Lee Johnson, Becky Parker, Rhonda Peterson and Jenny Thomas were present for the meeting.

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

- 1. Call to Order:** Dennis Conway called the meeting to order.
- 2. Approval of Agenda:** Motion by MaryBeth Burnette to approve the agenda, seconded by Mark Young and approved by all Members.
- 3. Approval of Minutes:** Motion MaryBeth Burnette to approve the August 10, 2023 meeting minutes, seconded by Mark Young and approved by all Members.
- 4. Public Comments:** None
- 5. Consent Agenda:**

Motion by MaryBeth Burnette to move Batch E-1, Batch E-2, 2023 Returned Notice List, Batch P1, Batch P3, Batch 3A, Batch 3A-1, Batch 3A-2, Batch 3B, Batch 3B-1, Batch 1, Batch 1A, Batch 1A-1, Batch 1B, Batch 1H, Batch 2MH, Batch MH2, Batch 5, Batch 5A, Batch 5A-1, Batch 5B, Batch 5B-1, Batch 5CA, Batch 5CB, and Batch 5CR to consent agenda and follow staff recommendations, seconded by Mark Young and approved by all Members.

### Digest Changes:

Front Office, Becky Parker, Receiver of Records

**Batch E-1,** Dropped Exemptions

**Batch E-2,** Reinstated Exemptions for 2023

**2023 Returned Notice List**

Personal Property Department, Jennifer Hoskins, Project Manager

**Batch P1,** Standard Agenda

**Batch P3,** Appeals Agenda

Residential Department, Lee Johnson, Senior Appraiser

**Batch 3A,** Appeal Changes

**Batch 3A-1,** Appeal Changes

**Batch 3A-2,** Value Agreements

**Batch 3B,** Certify to BOE

**Batch 3B-1,** Certify to BOE

Commercial Department, Gregg Boutilier, Senior Appraiser

**Batch 1,** Current Year Changes

**Batch 1A,** Appeal Changes

**Batch 1A-1,** Current Year Changes

**Batch 1B,** Certify to BOE

**Batch 1H,** Certify to Hearing Officer

Rural Department, Ricky Hitt, Senior Appraiser  
**Batch 2MH**, Current Changes  
**Batch MH2**, Certify to BOE  
**Batch 5**, Current Tax Year Changes  
**Batch 5A**, Appeal Changes  
**Batch 5A-1**, Appeal Changes  
**Batch 5B**, Certify to BOE  
**Batch 5B-1**, Certify to BOE  
**Batch 5CA**, CUVA Approvals  
**Batch 5CB**, Conservation Use Breaches  
**Batch 5CR**, CUVA Releases

## **6. Chief Appraisers Report:**

Steve reviewed the 2023 Budget report.

There are 439 appeals going to BOE, 1099 appeals on 30-day Notice and 12 appeals going to a Hearing Officer.

The Tax Commissioner balanced the 2023 Digest and we have received the collection order.

An appeal was filed with the DOAA by the Board of Education on August 14<sup>th</sup>. Steve and Ken Owen followed up with email notifications as well.

Steve received a student draft of the DOAA study performed by the Andrew Young School of Policy Studies.

Steve and Trey attended the ACCG Policy Meeting in Forsyth County last week.

Steve, Trey and Gregg attended a GAAO 1-day seminar in Cartersville last Tuesday.

Steve met with ACCG and Rep. Washburn at the Capital on Tuesday in regards to a possible Ad Valorem tax study committee.

The office will be closed on Monday, September 4<sup>th</sup> in observance of Labor Day.

The next BOA meeting will be Thursday, September 14, 2023 at 9:00 AM.

**7. Attorney's Report / Executive Session:** Darrell is working to process our current appeals.

**8. Adjournment:** Motion by MaryBeth Burnette to adjourn, seconded by Mark Young and approved by all Members.