

## **Board of Tax Assessors Meeting**

Minutes of the March 9, 2023 Meeting

**Members Present:** Dennis Conway, MaryBeth Burnette, Raymond Gunnin, 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 each Board Member.
- 3. Approval of Minutes:** Motion by MaryBeth Burnette to approve the February 23, 2023 meeting Minutes, seconded by Tommy Mann and approved by each Board Member.
- 4. Public Comments:** None.
- 5. New Business:** Motion Raymond Gunnin to move Batch E-1, Batch E-2, Batch E-1-1, Batch P1, Batch 4, Batch 3A, Batch MH, Batch MH1, Batch 5CB and Batch 5CR to the consent agenda and follow staff recommendations, seconded by Mark Young and approved by each Board Member.

### **Consent Agenda:**

#### **Digest Changes:**

Front Office, Becky Parker, Receiver of Records

**Batch E-1**, Dropped Exemptions for Tax Year 2023

**Batch E-2**, Reinstate Exemptions

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

Personal Property Department, Jennifer Hoskins, Project Manager

**Batch P1**, Standard Agenda

Mapping Department, Sandy Forrester, Senior Mapper

**Batch 4**, Prior Year Annexation/Zoning Changes

Residential Department, Lee Johnson, Senior Appraiser

**Batch 3A**, Appeal Changes

Rural Department, Ricky Hitt, Senior Appraiser

**Batch MH**, Prebill Appeals

**Batch MH1**, Digest Changes

**Batch 5CB**, CUYA Breaches

**Batch 5CR**, CUYA Releases

**6. Chief Appraiser's Report:**

Steve reviewed the 2023 Budget Report.

Steve reviewed the 2024 Budget Worksheet, 2024 Personnel Worksheet and the Zero Based Budgeting Worksheet.

Steve, Trey and Lee attended the WinGap Business Meeting in Macon last week.

The students conducting the audit methodologies study located Stan King who will be a great resource for the project.

Steve was informed about the Whitfield County Tax Commissioner's plan to take control of their Tax Assessor's office.

The next meeting will be Monday, March 23, 2023 at 9:00 AM.

**7. Attorney's Report / Executive Session:** None

**8. Adjournment:** Motion by MaryBeth Burnette to adjourn the Regular Meeting, seconded by Raymond Gunnin and approved by each Board Member.

---

Dennis Conway, Chairman

---

Jenny Thomas, Secretary