

CANDLER COUNTY BOARD OF ASSESSORS

25 W. Daniel St. Ste. B
METTER, GEORGIA 30439
Voice: 912-685-6346 Fax: 912-685-3818

Letrell Thomas, Chairman

Cassius M. Osborn, Assessor

Elizabeth H. Childs, Assessor

Meeting Agenda

June 13, 2023

8:30am

Old Business:

1. Review and approve minutes from May 15th, meeting.

New Business:

2. Review and approve Conservation Use Valuation Assessment applications submitted.
3. Review and vote on Conservation Use Valuation Assessment application submitted for parcel 048-002.
4. Review and approve Homestead exemptions submitted for the 2024 tax year.
5. Review and approve real property appeal values submitted.
6. Review and approve motor vehicle appeal values submitted.
7. Review and approve exempt property application submitted for parcel M35-064.
8. Chief Appraiser status report.
9. Set next regular meeting date.
10. Adjourn

Chief Appraisers Status Report

June 13, 2023

1. Notice of Assessments were mailed out on May 23, which makes our appeals deadline July 7th.
2. As of today, 48 real property appeals have been processed with new notices being sent to taxpayers. 15 appeals are currently on my desk waiting to be processed, some require a field review. With 25 days left in the appeals period, we have not yet had any appeals escalated to the Board of Equalization.
3. Mrs. Childs and myself attended CAVEAT last month.
4. Both full time workstations have received new computers. After a small repair on the computer assigned to personal property, everything seems to be running smoothly.
5. I have reviewed and made changes to the process we use to bring a mobile home into the county based on the newly approved Manufactured Home Location Permit Ordinance approved by the Board of Commissioners. (attached)
6. I have created a checklist to streamline the Motor Vehicle Appeals Process so that it is easier to digest for taxpayers, after receiving a complaint that it was difficult to understand. (attached)
7. The map printer was not operating earlier in the month. I used the error code and some research to diagnose the problem. We had to order a new printer head in the amount of \$424 dollars, but saved around \$300 by diagnosing the problem and replacing the part ourselves.
8. Part-time employee has only been to the office once in the last month in the amount of around 8 hours. I'll be calling her to come and assist with splits and some appeals before the end of June.
9. A backup camera has been installed on the truck.
10. Newest employee is settling in well, and training with deed work has already begun.

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Meeting Minutes

June 13, 2023

Opening

The meeting was called to order at 8:30am by Letrell Thomas in the meeting room at 25 W Daniel St, Metter.

Attendees

Letrell Thomas, Assessor & Chairman
Cassius M. Osborn, Assessor
Elizabeth H. Childs, Assessor
Cheyenne Lanier, Chief Appraiser

Approval of Minutes

Motion was made by Mrs. Childs to review and approve meeting minutes from May 15th. Mr. Osborn seconded. Motion passed unanimously.

Old Business

None.

New Business

Motion was made by Mrs. Childs to review and approve Conservation Use Valuation Assessment applications submitted. Mr. Osborn seconded. Motion passed unanimously.

Motion was made by Mrs. Childs to deny the Conservation Use Valuation Assessment application submitted for parcel 048-002. Mr. Osborn seconded. Application was denied.

Motion was made by Mrs. Childs to review and approve Homestead exemption applications submitted. Mr. Osborn seconded. Motion passed unanimously.

Motion was made by Mrs. Childs to review and the suggested changes to values under appeal submitted by appraiser. Mr. Osborn seconded. Motion passed unanimously.

Motion was made by Mrs. Childs to review and approve motor vehicle appeals submitted by appraiser. Mr. Osborn seconded. Motion passed unanimously.

Motion was made by Mrs. Childs to review and approve exempt property application submitted for parcel M35-064. Mr. Osborn seconded. Motion passed unanimously.

Ms. Lanier presented the Chief Appraisers status report.

Adjournment:

The next monthly meeting is scheduled for July 11th at 8:30am to be held in the meeting room at 25 W Daniel St.

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The meeting was adjourned by Letrell Thomas at 9:10am.

Minutes Submitted by:



Cheyenne Lanier, Chief Appraiser

7.11.23
Date

Minutes Approved by:



Letrell Thomas, Assessor & Chairman

7/11/23
Date



Cassius M. Osborn, Assessor

7/11/23
Date



Elizabeth H. Childs, Assessor

7/11/23
Date