

# TALBOT COUNTY

## Board of Tax Assessors

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### Telephone Conference

December 18, 2018

### TAX OFFICE ANNEX

1:00 pm

### AGENDA

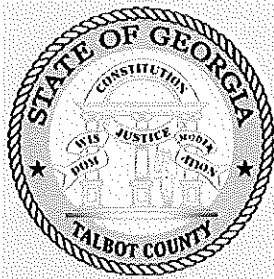
1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
  - A. November 19, 2018
4. New Business
  - A. Approval of Prebill MH digest
  - B. Announcements
    - i. Next scheduled monthly meeting is tentatively 4pm January 3 , 2019.
  - C. Adjournment

Daniel B. Coffee, Chairman

Jon G. Hale, Jr., Vice-Chairman

Leticia A. Cook, Member

Lauren A. Harbin, Chief Appraiser



# TALBOT COUNTY

## Board of Tax Assessors

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Daniel B. Coffee, Chairman  
Jon G. Hale, Jr., Vice-Chairman  
Leticia A. Cook, Member  
Lauren A. Harbin, Secretary

### Board of Assessors Meeting Minutes December 18, 2018

1. The meeting was called to order by Chairman Coffee at 1:00 pm at the office of the Talbot County Board of Tax Assessors via telephone conference. A quorum was present in the conference application including the following: Daniel B. Coffee, Leticia A. Cook and Lauren A. Harbin, Secretary.
2. The agenda was reviewed, Mrs. Harbin requested an agenda addition for Heathland properties and a motion was made by Ms. Cook to approve the agenda as ammended. Chairman Coffee seconded the motion. The motion passed 2-0-0.
3. Chairman Coffee requested the approval of the minutes tabled until the January meeting.
4. There was no public comment.
5. New Business
  - A. Mrs. Harbin reminded the Board that she had sent the Mobile Home digest via email on December 13, 2018 for their review. Mrs. Harbin presented the digest for approval. Mrs. Cook made a motion to approve the Prebill Mobile Home digest as presented. Chairman Coffee seconded the motion. Chairman Coffee asked Mrs. Harbin to confirm that NADA values were being used to value mobile homes and she confirmed NADA is being used. He also inquired about the NADA year and Mrs. Harbin confirmed that 2019 NADA values are being used. Mrs. Harbin also stated that there are 250 prebill mobile homes this year; wheras, there were 247 last year. The total prebill digest is \$3,685,804. The motion passed 2-0-0.
  - B. Mrs. Harbin informed the Board that she has a meeting at 3:00pm today with Jeffrey Heath from Heathland. Mr. Heath is planning to request a voluntary breach of CUVA on the property due to a potential lease. Chairman Coffee requested that Mrs. Harbin verify procedure with Kenny Colson. No action was taken.
- H. There was no executive session.
- I. Announcements
  - a. The January 2019 meeting is tentatively scheduled for January 3, 2019 at 4:00pm.
  - b. Chairman Coffee and Ms. Cook extended congratulations to Mrs. Harbin with regards to her success completion of her Appraiser IV Exam.
- J. A motion was made to adjourn the meeting at 1:19 pm by Ms. Cook and Chairman Coffee seconded the motion and there was no further discussion. The motion passed 2-0-0.

Submitted by Lauren A. Harbin, Secretary

  
Daniel B. Coffee, Chairman

  
Leticia A. Cook, Member

Jon G. Hale, Jr. Vice-Chairman