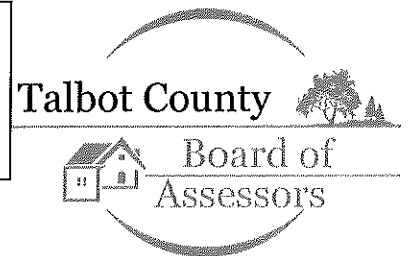


11 N. Jefferson Ave.
PO BOX 337
Talbotton, GA 31827

Daniel B. Coffee, Chairman
Sandra N. Higginbotham, Member
Hubert P. Bickley, Member
Lauren A. Harbin, Secretary



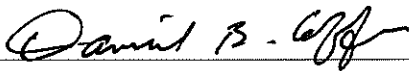
Board of Assessors
Monthly Meeting Minutes
July 12, 2023

*Valuing People
and Property*

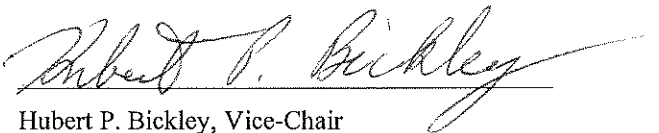
1. The meeting was called to order by Chairman Coffee at 2:00 pm at the Tax Assessors Office. A quorum was present including the following: Daniel B. Coffee, Sandra N. Higginbotham, Hubert P. Bickley, and Lauren A. Harbin, Secretary.
2. Vice-Chairman Bickley motioned to approve the agenda as presented. Mrs. Higginbotham offered the second. There was no further discussion. The motion passed 2-0-0.
3. Approval of Minutes
 - A. Vice-Chairman Bickley offered a motion to approve the June 12, 2023, minutes as presented. Mrs. Higginbotham offered the second. There was no further discussion. The motion passed 2-0-0.
 - B. Vice-Chairman Bickley offered a motion to approve the June 28, 2023, called meeting minutes as presented. Mrs. Higginbotham offered the second. There was no further discussion. The motion passed 2-0-0.
4. Old Business
 - A. Budget Update – Report current through May 2023 was presented for review.
5. New Business
 - A. Homestead Applications:
 1. Homestead exemption application for S5 to be applied for 2023 was presented to the Board for approval. Upon Mrs. Harbin's recommendation Vice-Chairman Bickley made a motion to approve the applications as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed unanimously. Mrs. Harbin will send an E&R to correct the bill to the Tax Commissioner on this parcel. A spreadsheet containing a listing of these applications will be attached to these minutes.
 2. Homestead exemption applications for 2024 were presented to the Board for approval. Upon Mrs. Harbin's recommendation Vice-Chairman Bickley made a motion to approve the applications as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed unanimously. A spreadsheet containing a listing of these applications will be attached to these minutes.
 - B. Mrs. Harbin presented the Board with a spreadsheet listing Conservation applications received in the appeals period. She indicated that approval was recommended for all applications Vice-Chairman Bickley made a motion to approve all applications recommended for approval. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed 2-0-0. A spreadsheet containing a listing of these applications will be attached to these minutes.

- C. Mrs. Harbin provided the Board with a copy of the 2024 budget request email and worksheets sent by Chairman Coffee to Mrs. Ison on June 30, 2023. At this time there has been no reply from the Board of Commissioner's. Mrs. Harbin indicated she would keep the Board apprised of updated.
- D. Mrs. Harbin informed the Board that she sent the digest transfer files to the Tax Commissioner and their vendor on July 5, 2023. A copy of the email and Consolidation Sheets were provided to the Board. No action was taken.
- E. Mrs. Harbin provided the Board with a report on current appeals. A spreadsheet containing a listing of the appeals will be attached to these minutes.
- F. Mrs. Harbin presented the Board with the error and release paperwork for the current month. Vice-Chairman Bickley made a motion to approve the error and releases as presented. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed unanimously. A spreadsheet containing a listing of these errors and releases will be attached to these minutes.
- G. In the Chief Appraisers update Mrs. Harbin discussed duties in the office with regards to timber harvest notices and garbage. The updated geo permits system being used by Building and Zoning was also discussed.
- H. In Members matters Chairman Coffee indicated that at the next meeting he would like to review policies about public safety officer tax records. He asked Mrs. Harbin to review the presentation from CAVEAT in regards to requirements. He also asked Mrs. Harbin to keep him apprised of a timeline for signing the digest submission paperwork, and any budget updates. Mrs. Higginbotham and Vice-Chairman Bickley did not have anything further.
- I. The next scheduled monthly meeting is tentatively August 15, 2023, at 2:00pm.
- J. A motion was made by Vice-Chairman Bickley to adjourn the meeting at 2:28 pm. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed 2-0-0.

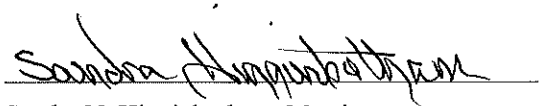
Submitted by Lauren A. Harbin, Secretary



Daniel B. Coffee, Chairman



Hubert P. Bickley, Vice-Chair



Sandra N. Higginbotham, Member