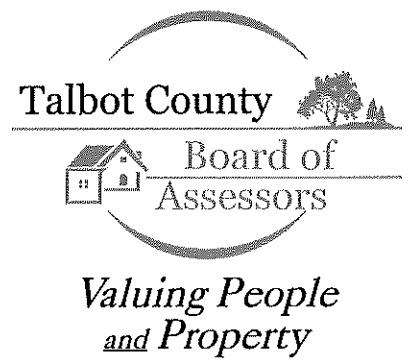


11 N. Jefferson Ave.  
PO BOX 337  
Talbotton, GA 31827



MONTHLY MEETING  
December 18, 2023  
2:00 p.m.  
AGENDA

1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
  - A. November 20, 2023
  - B. December 6, 2023
4. Old Business
  - A. Budget Update
  - B. Public Utility Update
5. New Business
  - A. Homestead Applications
  - B. Error and Releases
  - C. Approval of Prebill Mobile Home Digest
  - D. Approval of State Maximum for Homestead Exemption
  - E. Approval of State Maximum for Disabled Veterans Homestead Exemption
  - F. Executive Session
    - i. Personnel
  - G. Chief Appraiser Update
  - H. Members Matters
  - I. Announcements
    - i. Next scheduled monthly meeting is tentatively \_\_\_\_\_ January 2024.
  - J. Adjournment

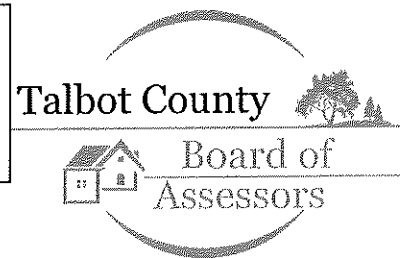
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11 N. Jefferson Ave.  
PO BOX 337  
Talbotton, GA 31827

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

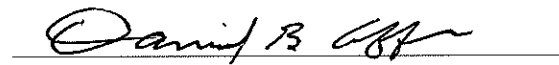


Board of Assessors  
Monthly Meeting Minutes  
December 18, 2023

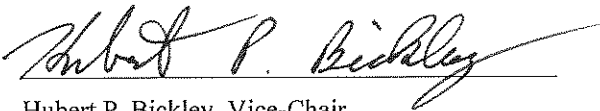
1. The meeting was called to order by Chairman Coffee at 2:00 pm at the Tax Assessors Office. A quorum was present including the following: Daniel B. Coffee, Hubert P. Bickley, and Lauren A. Harbin, Secretary. Mrs. Higginbotham was absent due to sickness.
2. Vice-Chairman Bickley made a motion to approve the agenda as presented. Chairman Coffee offered the second. There was a brief discussion concerning wording on item H. The motion passed to approve the minutes with the proposed changes 2-0-0.
3. Vice-Chairman Bickley offered a motion to approve the November 20, 2023, minutes as presented. Chairman Coffee offered the second. There was no further discussion. The motion passed 2-0-0.  
Vice-Chairman Bickley offered a motion to approve the December 6, 2023, minutes as presented. Chairman Coffee offered the second. There was no further discussion. The motion passed 2-0-0.
4. Old Business
  - A. Budget Update – Mrs. Harbin provided the Board with a copy of the year-to-date budget through the end of October.
  - B. Public Utility Update- Mrs. Harbin updated the Board that the Public Utility notices were mailed December 6, 2023, and the finalized ratio was submitted December 13, 2023. 45 Days from December 6 will be January 20, 2024.
5. New Business
  - A. Homestead Applications:
    1. Homestead exemption application for digest year 2024 was presented to the Board. A spreadsheet including the applicants will be made a portion of these minutes. Vice-Chairman Bickley made a motion to approve the applications as presented. Chairman Coffee offered the second. The motion passed unanimously.
  - B. 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. Chairman Coffee 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.
  - C. Mrs. Harbin provided the Board with a copy of the Prebill Mobile Home Digest via email prior to the meeting. A copy of the 2022 and 2023 Prebill Mobile Home Consolidation report was also presented for comparison purposes. Vice-Chairman Bickley made a motion to approve the forwarding of the prebill Mobile Home digest to the Tax Commissioner. Chairman Coffee seconded the motion. There was no further discussion. The motion was passed 2-0-0.

- D. Mrs. Harbin requested approval of the new state maximum for homestead exemptions. Vice-Chairman Bickley made the motion to accept and apply the new state maximum for homestead. Chairman Coffee seconded the motion. There was no further discussion. The motion passed unanimously.
- E. Mrs. Harbin requested approval of the new state maximum for homestead exemptions for Veterans and surviving spouses. Vice-Chairman Bickley made the motion to accept and apply the new state maximum for homestead for veterans and surviving spouses. Chairman Coffee seconded the motion. There was no further discussion. The motion passed unanimously.
- F. At 2:19pm Vice-Chairman Bickley made a motion to enter Executive session to discuss personnel issues. Chairman Coffee seconded the motion. There was no further discussion. At 3:22pm Vice-Chairman Bickley made a motion to exit executive session. Personnel issues were discussed no decisions were made. At 3:22 pm Vice-Chairman Bickley made a motion to reopen regular session and Chairman Coffee seconded the motion.
- G. In the Chief Appraiser update Mrs. Harbin shared with the Board that she attended the Chamber of Commerce open house on December 11. She indicated that there was a good crowd in attendance. She also noted that the new window installation was completed. The Board said that they could definitely tell the difference in the noise levels in the building.
- H. In Members matters Chairman Coffee asked Mrs. Harbin to be on the look out for the 2024 CAVEAT registration for the upcoming session in May as he would like to attend. It was noted that Vice-Chairman Bickley's term will be coming to an end August 31, 2024.
- I. The next scheduled monthly meeting is tentatively January 3, 2024, at 2:00pm.
- J. A motion was made by Vice-Chairman Bickley to adjourn the meeting at 3:44pm. Chairman Coffee seconded the motion. There was no further discussion. The motion passed 2-0-0. Board members remained to complete the signing of paperwork.

Submitted by Lauren A. Harbin, Secretary



Daniel B. Coffee, Chairman



Hubert P. Bickley, Vice-Chair

ABSENT

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Sandra N. Higginbotham, Member