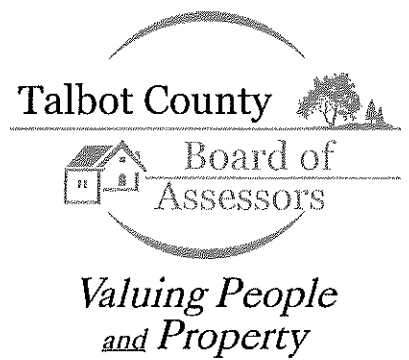


11 N. Jefferson Ave.
PO BOX 337
Talbotton, GA 31827



MONTHLY MEETING
October 17, 2023
3:00 pm
AGENDA

1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
 - A. September 12, 2023
4. Old Business
 - A. Current Budget Update
 - B. FY 2024 Budget
5. New Business
 - A. Homestead Applications
 - B. Appeals Update
 - C. Error and Releases
 - D. Mailing of Covenant Expiration Letters
 - E. Chief Appraiser Update
 - F. Members Matters
 - G. Announcements
 - i. Next scheduled monthly meeting is tentatively _____ November 2023.
 - H. Adjournment

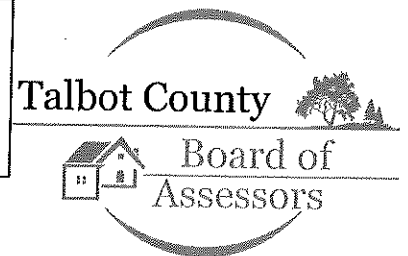
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11 N. Jefferson Ave.
PO BOX 337
Talbotton, GA 31827

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

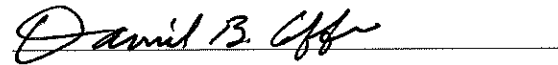


Board of Assessors
Monthly Meeting Minutes
October 17, 2023

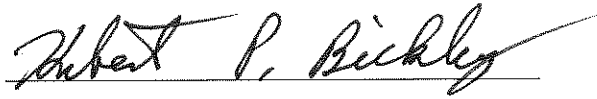
1. The meeting was called to order by Chairman Coffee at 3:00 pm at the Tax Assessors Office. A quorum was present including the following: Daniel B. Coffee, Sandra N. Higginbotham, Hubert P. Bickley, and Lauren A. Harbin, Secretary.
2. Vice-Chairman Bickley motioned to approve the agenda with an added line item for county wide reevaluation. Mrs. Higginbotham offered the second. There was no further discussion. The motion passed 2-0-0.
3. Approval of Minutes Vice-Chairman Bickley offered a motion to approve the September 12, 2023, 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 – Mrs. Harbin provided the Board with a copy of the year-to-date budget through the end of August. She indicated that even with a required software update in September that had not been budgeted for that the Assessors office would come in under budget for the year.
 - B. The FY 2024 budget was approved. It included all budget requests, specifically new windows for the building as well as the countywide reevaluation. There was also a 3% cost of living raise for employees.
5. New Business
 - A. Homestead Applications:
 1. Homestead exemption application for digest year 2024 were 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. Mrs. Higginbotham offered the second. The motion passed unanimously.
 - B. Mrs. Harbin provided the Board with a report on current appeals. Mrs. Harbin informed the Board that appeal hearings had been set with the BOE, but that all appellants withdrew their appeals. There are no appeals pending at this time. She indicated that she was still waiting on the withdrawal forms for the Timberlands II parcels, but that she had email confirmation from the attorney representing them that they were withdrawing.
 - C. 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.
 - D. Mrs. Harbin provided the Board with a copy of the covenant expiration notices that will be mailed next week. She also indicated that the office was waiting for WinGAP to provide a similar notice for FLPA covenants as the list of those 15-year covenants were expiring this year.

- E. Mrs. Harbin provided the Board with a copy of the contract proposal from GMASS for the countywide reevaluation. She indicated that once the budget approval was received, she reached out to GMASS for the contract and then on September 20, 2023 she forwarded a copy of the contract to the county attorney for his review. At this time, she has not had a response from Mr. Davis. Dan requested that she follow up with Mr. Davis and copy him on the email so that the Board could take action during the November meeting.
- F. In the Chief Appraiser update Mrs. Harbin shared with the Board that the new windows had been ordered and should arrive in approximately 6 weeks. She also indicated that field reviews for permits are progressing and nearly completed. Finally she thanked the Board on behalf of her and the office staff for the cost of living raise.
- G. In Members matters Chairman Coffee shared with the Board that he attended the Board of Commissioners meeting to share an update on the status of the River Valley commission committee he attended. Vice-Chairman Bickley and Mrs. Higginbotham had no members matters to discuss.
- H. The next scheduled monthly meeting is tentatively November 14, 2023, at 2:00pm.
- I. A motion was made by Vice-Chairman Bickley to adjourn the meeting at 3:40 pm. Mrs. Higginbotham seconded the motion. There was no further discussion. The motion passed 2-0-0.

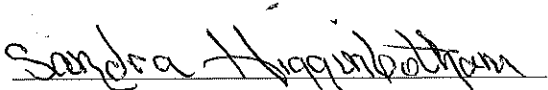
Submitted by Lauren A. Harbin, Secretary



Daniel B. Coffee, Chairman



Hubert P. Bickley, Vice-Chair



Sandra N. Higginbotham, Member