

MINUTES
June 1, 2023

Felicia Williams (Chairman) called the meeting to order at 9:00 A.M. Others in attendance were James Puckett (Assessor), Gretchen Quarterman (Assessor), LaKassa Baker (Interim Chief Appraiser/Secretary), Sherry Dooley (GIS Coordinator), and Chris Hancock (Real Property Appraiser Supervisor).

Ms. Williams gave the invocation.

Everyone stood for the Pledge of Allegiance.

Al Deen (Deen's LLC) presented an ACO for **Tri-State Technical Services Inc. (Acct. # 11176)** for approval. After discussion, Ms. Quarterman made a motion to approve the ACO and Mr. Puckett seconded the motion. Motion carried. All agreed.

Mr. Deen presented the 2023 Personal Property Digest values and the Freeport Exemption Accounts to the board for approval. Ms. Quarterman made a motion to approve and Mr. Puckett seconded the motion. Motion carried. All agreed.

Mr. Deen asked for the board's approval to mail Personal Property Assessment notices. Ms. Quarterman made a motion to approve and Mr. Puckett seconded the motion. Motion carried. All agreed.

Joe Wright (GMASS) presented the 2023 Commercial Property digest values for the board's approval and asked for approval to mail the 2023 Assessment notices. He informed the board that the ratio is low for 2023 for Commercial Properties, but they are continuing to work on the Commercial property revaluation that will take place next year. After discussion, Mr. Puckett made a motion to approve the Commercial Property Values and the mailing of the assessment notices and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Mr. Wright informed the board that Stan King (GMASS) should have the LITCH properties ready for approval by June 15th.

Bobby Carroll (Specialized Assessment Appraiser) presented an Exempt Property Survey for **Chris Musgrove Ministries (Map & Parcel 0059-093B)** along with his recommendation of approval. The ministry goes around to local schools to minister to the youth and they hold religious devotion at this location along with . After discussion, Mr. Puckett made a motion to approve the Exempt status on the property and Ms. Quarterman seconded the motion. Motion carried. All agreed.

Erika Jackson (GIS Coordinator) presented two applications for continuation of the Conservation Covenant along with staff's recommendation of approval for **Cory J. & Tonya Stalvey (Map & Parcel 0069-068A)** and **Perry Jr. & Brandy L. Coats (Map & Parcel 0052-086)** and a Conservation Breach with no penalty for **Cindy Parker (Map & Parcel 0062-026)** due to the death of the previous, Joann Buntz, who signed up for the covenant. After discussion, Mr. Puckett made motion to approve the Conservation matters and Ms. Quarterman seconded the motion. Motion carried. All agreed.

The E & R and NOD List for May was presented to the board for approval. Ms. Quarterman made a motion to approve the list with a correction being made and Mr. Puckett seconded the motion. Motion carried. All agreed.

The PT311W (Appeal Withdrawal Forms) for May was presented to the board for approval. Ms. Quarterman made a motion to approve the list as submitted and Mr. Puckett seconded the motion. Motion carried. All agreed.

Ms. Dooley presented the 2022 Appeal list for the board to review.

Mr. Hancock discussed property in the name of **Kenya Stokes (Map & Parcel 0118B-021)** with the board. There was a house on this property that has been removed and was moved prior to January 1st. Mr. Hancock asked for the board's approval to remove the house from the digest and mail a corrected Notice of Assessment for 2023 to the taxpayer. After discussion, Ms. Quarterman made a motion to approve the removal of the house from the property and Mr. Puckett seconded the motion. Motion carried. All agreed.

Mr. Wright asked the board to make an adjustment for **LRE Properties LLC (Map & Parcel 0072-198)**. The taxpayer was in collections at the Tax Commissioner's Office and when the payment was made it was \$68 short. The taxpayer says that someone from our office gave him that tax amount and was not willing to pay the additional \$68. Mr. Wright asked if the board would make an adjustment to the value to make the tax bill balance, rather than have the Tax Commissioner's office record a FIFA and put the property up for tax sale for the small. The board did not agree and said that they would not approve an adjustment because there were no grounds to change the value and collections is up to the Tax Commissioner's Office.

Having no further business to discuss, Ms. Williams called for a motion to adjourn. Ms. Quarterman made a motion to adjourn the meeting and Mr. Puckett seconded the motion. The meeting adjourned at 10:45 A.M.

Minutes submitted as recorded by:


LAKASSA BAKER, Secretary