

Board of Tax Assessors Meeting

Minutes of the October 10, 2024 Meeting

Members Present: Dennis Conway, MaryBeth Burnette and Raymond Gunnin were present for the meeting.

Staff Present: Steve Swindell, Trey Stephens, Gregg Boutilier, Sandy Forrester, Ricky Hitt, Lee Johnson, Becky Parker, Rhonda Peterson and Jenny Thomas were present for the meeting.

Attorney: Darrell Caudill of Roach, Caudill & Frost LLP was present for the meeting.

- 1. Call to Order:** Dennis Conway called the meeting to order.
- 2. Approval of Agenda:** Motion by MaryBeth Burnette to approve the agenda, seconded by Raymond Gunnin and approved by all Members.
- 3. Approval of Minutes:** Motion by MaryBeth Burnette to approve the September 12, 2024 meeting minutes, seconded by Raymond Gunnin and approved by all Members.
- 4. Public Comments:** None
- 5. September 26, 2024 Canceled Meeting Consent Agenda:** Motion by MaryBeth Burnette to move Batch E-1, Batch E-1-1, Batch E-2, Batch P1, Batch P3, Batch EX-1, Batch 3, Batch 3A, Batch 3B, Batch 3P, Batch 4, Batch 5, Batch 5A, Batch 5B, Batch 5H, Batch 5CB, Batch 5CR and Batch 5P to the consent agenda and follow staff recommendations, seconded by Raymond Gunnin and approved by all Members.

Digest Changes:

Front Office, Becky Parker, Receiver of Records

Batch E-1, Dropped Exemptions

Batch E-1-1, Current Year Changes

Batch E-2, Reinstate Exemption

Personal Property Department, Rhonda Peterson, Project Manager

Batch P1, Standard Agenda

Batch P3, Value Agreements

Commercial Department, Gregg Boutilier

Batch EX-1, Current Year Changes

Residential Department, Lee Johnson, Senior Appraiser

Batch 3, Current Year Changes

Batch 3A, Appeal Changes

Batch 3B, Certify to BOE

Batch 3P, Prior Year Changes

Mapping Department, Sandy Forrester, Senior Mapper

Batch 4, Annexation / Zoning Changes

Rural Department, Ricky Hitt, Senior Appraiser

Batch 5, Current Year Changes

Batch 5A, Appeal Changes

Batch 5B, Certify to BOE

Batch 5H, Certify to Hearing Officer

Batch 5CB, CUIVA Breaches

Batch 5CR, CUIVA Releases

Batch 5P, Previous Year Changes

6. **October 10, 2024 Consent Agenda:** Motion by MaryBeth Burnette to move Batch E-1-1, Batch E-2, Batch P1, Batch P3, Batch 1A, Batch 1H, Batch EX-1, Batch Ex-2, Batch 3, Batch 3A, Batch 3B, Batch 3P, Batch 5, Batch 5A, Batch 5B, Batch 5CB and Batch 5CR to the consent agenda and follow staff recommendations, seconded by Raymond Gunnin and approved by all Members.

Digest Changes:

Front Office, Becky Parker, Receiver of Records

Batch E-1-1, Current Year Changes

Batch E-2, Reinstate Exemption

Personal Property Department, Rhonda Peterson, Project Manager

Batch P1, Standard Agenda

Batch P3, Value Agreements

Commercial Department, Gregg Boutilier

Batch 1A, Appeal Changes

Batch 1H, Certify to Hearing Officer

Batch EX-1, Current Year Changes

Batch EX-2, Current Year Changes

Residential Department, Lee Johnson, Senior Appraiser

Batch 3, Current Year Changes

Batch 3A, Appeal Changes

Batch 3B, Certify to BOE

Batch 3P, Prior Year Changes

Rural Department, Ricky Hitt, Senior Appraiser

Batch 5, Current Year Changes

Batch 5A, Appeal Changes

Batch 5B, Certify to BOE

Batch 5CB, CUIVA Breaches

Batch 5CR, CUIVA Releases

7. A motion by MaryBeth Burnette to approve the 2024 Assessment Notice Return List, seconded by Raymond Gunnin and approved by all Members.

8. Chief Appraisers Report

Steve reviewed the final 2024 Budget Report.

Steve reviewed the 2025 Budget Report.

We have a new Residential Field Appraiser starting Monday, which makes us now fully staffed.

There are 89 appeals with 30-day notice, 304 certified to BOE and 9 to Hearing Officer on these agendas.

Steve had an open discussion with the Board regarding new exemptions that will be effective April 1, 2025.

Building and Grounds cleaned up our parking lot by having some trees topped and chopped last week.

The next BOA meeting will be Thursday, October 24, 2024 at 9:00 AM.

9. Attorney's Report / Executive Session: Darrell reviewed and explained an ADA Compliance email sent from our Communications department.

10. Adjournment: Motion by MaryBeth Burnette to adjourn, seconded by Raymond Gunnin and approved by all members.

Dennis Conway, Chairman

Jenny Thomas, Secretary