

Board of Tax Assessors Meeting

Minutes of the January 9, 2025 Meeting

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

Staff Present: Steve, Swindell, Trey Stephens, Gregg Boutilier, Ricky Hitt, Sandy Forrester, 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 adopt the agenda, seconded by Tommy Mann and approved by each Board Member.
- 3. Election of 2025 Officers:** Motion by Dennis Conway to nominate MaryBeth Burnette as Chairman, seconded by Raymond Gunnin and approved by all Members. Motion by MaryBeth Burnette to nominate Raymond Gunnin as Vice Chairman, seconded by Tommy Mann and approved by each Board Member.
- 4. Appointment of Secretary:** Motion by MaryBeth Burnette to appoint Jenny Thomas as Secretary, seconded by Raymond Gunnin and approved by each Board Member.
- 5. Adoption of Board of Assessor's 2025 Meeting Calendar:** Motion by Raymond Gunnin to approve the 2025 Board of Assessor's calendar, seconded by Tommy Mann and approved by each Board Member.
- 6. Approval of Minutes:** Motion by Raymond Gunnin to approve the December 23, 2024 meeting Minutes, seconded by Tommy Mann and approved by each Board Member.
- 7. Public Comments:** NONE
- 8. Consent Agenda:** Motion by Raymond Gunnin to move Batch P1, Batch 4, Batch 3, Batch 3A, Batch 1A, Batch 5A and Batch 5CR to the consent agenda and follow staff recommendations, seconded by Tommy Mann and approved by all Members.

Consent Agenda:

Digest Changes:

Personal Property Department, Rhonda Peterson, Project Manager
Batch P1, Standard Agenda

Mapping Department, Sandy Forrester, Senior Mapper
Batch 4, Annexation / Zoning Changes

Residential Department, Lee Johnson, Senior Appraiser
Batch 3, Changes
Batch 3A, Appeal Changes

Commercial Department, Gregg Boutilier, Senior Appraiser
Batch 1A, Appeal Changes

Rural Department, Ricky Hitt, Senior Appraiser
Batch 5A, Appeal Changes
Batch 5CR, CUVA Releases

9. Motion by Raymond Gunnin to approve the 2025 Mobil Home Prebill, seconded by Tommy Mann and approved by each Board Member.

10. Chief Appraiser Report:

Steve reviewed the 2025 Budget Report.

The County attorney has composed an IGA for the school board to review regarding the proposed Specialized Tax Recovery contract.

Steve attended a follow up zoom meeting with the Revenue Commissioner regarding HB581 and DOR has decided to stay with their version of the NOA.

Steve will be hosting an “estimated rollback millage rate” Q & A meeting with CFOs and City Managers on Friday, January 17th.

The next BOA meeting will be Thursday, January 23, 2024 at 9:00 AM.

11. Attorney’s Report / Executive Session: Darrell reviewed resolved and pending litigation cases.

12. Adjournment: Motion by Raymond Gunnin to adjourn, seconded by Tommy Mann and approved by all members.

MaryBeth Burnette, Chairman

Jenny Thomas, Secretary