

Board of Tax Assessors Meeting

Minutes of the July 10, 2025 Meeting

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

Staff Present: Steve, Swindell, Trey Stephens, Logan Bobo, Sandy Forrester, Lee Johnson, Blake McFarland, 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:** MaryBeth Burnette called the meeting to order.
- 2. Approval of Agenda:** Motion by Mark Young to adopt the agenda, seconded by Tommy Mann and approved by each Board Member.
- 3. Approval of Minutes:** Motion by Raymond Gunnin to approve the June 26, 2025 meeting Minutes, seconded by Tommy Mann and approved by each Board Member.
- 4. Public Comments:** NONE
- 5. Consent Agenda:** Motion by Mark Young to move Batch E-1, Batch E-2, Batch E-1-1, Batch P1, Batch P3, Batch P6, Batch 1, Batch 1B, Batch 1P, Batch 3, Batch 3A, Batch 3B, Batch MH1, Batch 5, Batch 5A, Batch 5B, Batch 5CA, Batch 5CC and Batch 5CR to the consent agenda and follow staff recommendations, seconded by Tommy Mann and approved by all Members.

Digest Changes:

Front Office, Becky Parker, Receiver of Records

Batch E-1, Dropped Exemptions

Batch E-2, Reinstate Exemptions

Batch E-1-1, Current Year Changes

Personal Property Department, Rhonda Peterson, Project Manager

Batch P1, Standard Agenda

Batch P3, Audit Changes

Batch P6,

Commercial Department, Blake McFarland, Senior Appraiser

Batch 1, Current Year Changes

Batch 1B, Certify to BOE

Batch 1P, Prior Year Changes

Residential Department, Lee Johnson, Senior Appraiser

Batch 3, Changes

Batch 3A, Appeal Changes

Batch 3B, Certify to BOE

Rural Department, Ricky Hitt, Senior Appraiser
Batch MH1, Mobile Homes
Batch 5, Current Year Changes
Batch 5A, Appeal Changes
Batch 5B, Certify to BOE
Batch 5CA, CUVA Approvals
Batch 5CC, CUVA Continuations
Batch 5CR, CUVA Releases

6. A motion by Mark Young to approve the Audit Findings for Doing Business, LLC d/b/a Art Jewelers – Account No. 119091 – TMA No. 00545264, seconded by Tommy Mann and approved by each Board Member.

7. Chief Appraiser Report

Steve reviewed the 2025 Budget Report.

The Cherokee Tribune “What to Know about your Cherokee County assessment notice” article posted on June 27th.

Steve and Trey met with Josh Bagby from Cherokee Connect for a Q & A last week.

There was a glitch with Personal Property notices that caused a delay in mailing 1100 assessments.

Steve reviewed the 2025 Consolidation report with the Board.

Darrell will be reviewing the law regarding notifications of approval for Homestead applications during the appeal period.

There are 540 appeals, 84 changes, 53 BOE and 345 exemption notices logged as of today.

The next BOA meeting will be Thursday, July 31, 2025 at 9:00 AM.

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

9. Adjournment: Motion by Mark Young to adjourn, seconded by Tommy Mann and approved by all members.