

Board of Tax Assessors Meeting

Minutes of the November 24, 2025 Meeting

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

Staff Present: Sandy Forrester, Ricky Hitt, Lee Johnson, Becky Parker, Rhonda Peterson, Trey Stephens, Steve Swindell, Ben Wheeler 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 Mark Young to approve the November 13, 2025 meeting Minutes, seconded by Tommy Mann and approved by each Board Member.

4. Public Comments: None

5. Consent Agenda / Digest Changes: Motion by Mark Young to move Batch E-2, Batch E-1-1, Batch P1, Batch P3, Batch 1A, Batch 1A-1, Batch 3, Batch 3A, Batch 3B, Batch 3P, Batch MH1, Batch 5, Batch 5A and Batch 5B to the consent agenda, seconded by Tommy Mann and approved by all Members.

Front Office, Becky Parker, Receiver of Records

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

Commercial Department, Blake McFarland, Senior Appraiser

Batch 1A, Changes

Batch 1A-1, Settlement Agreement

Residential Department, Lee Johnson, Senior Appraiser

Batch 3, Corrections

Batch 3A, Changes

Batch 3B, Certify to BOE

Batch 3P, Prior Year Changes

Rural Department, Ricky Hitt, Senior Appraiser

MH1, Mobile Home Digest Changes

Batch 5, Current Year Changes

Batch 5A, Appeal Changes

Batch 5B, Certify to BOE

6. Chief Appraiser Report

Steve reviewed the 2026 Budget Report

Steve, Trey and the Personal Property department toured the Cherokee County Regional Airport in Ball Ground last Thursday.

Steve and Trey attended the retirement party for our former CFO, Jimmy Marquis, last week.

Our Thanksgiving Luncheon is today at 11:45 and all are welcome to attend.

The next BOA meeting will be Thursday, December 11, 2025 at 9:00 AM.

7. Attorney's Report / Executive Session: Darrell reviewed resolved and pending litigation cases.

8. Adjournment: Motion by Mark Young to adjourn, seconded Raymond Gunnin and approved by all members.

MaryBeth Burnette, Chairman

Jenny Thomas, Secretary