

## Board of Tax Assessors Meeting

### Minutes of the January 8, 2026 Meeting

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

**Staff Present:** Steve, Swindell, Sandy Forrester, Ricky Hitt, Lee Johnson, Blake McFarland, Becky Parker, Rhonda Peterson, Trey Stephens 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:** Mary Beth Burnette called the meeting to order.
- 2. Approval of Agenda:** Motion by Mark Young to adopt the agenda, seconded by Raymond Gunnin and approved by each Board Member.
- 3. Election of 2026 Officers:** Motion by Raymond Gunnin to nominate Mary Beth Burnette as Chairman, seconded by Mark Young and approved by all Members.  
Motion by Mary Beth Burnette to nominate Raymond Gunnin as Assistant Chairman, seconded by Mark Young and approved by all Members.
- 4. Appointment of Secretary:** Motion by Raymond Gunnin to appoint Jenny Thomas as Secretary, seconded by Mark Young and approved by each Board Member.
- 5. Adoption of Board of Assessor's 2026 Meeting Calendar:** Motion by Mary Beth Burnette to approve the 2026 Board of Assessor's calendar, seconded by Mark Young and approved by each Board Member.
- 6. Approval of Minutes:** Motion by Mark Young to approve the December 22, 2025 meeting Minutes, seconded by Tommy Mann and approved by each Board Member.
- 7. Public Comments:** None.
- 8. New Business:** Motion Mark Young to move Batch P1, Batch 1A and Batch EX-1 to the consent agenda and follow staff recommendations, seconded by Tommy Mann and approved by each Board Member.

**Consent Agenda:**  
**Digest Changes:**

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

Commercial Department, Blake McFarland, Senior Appraiser  
**Batch 1A**, Appeal Changes  
**Batch EX-1**, Exempt Digest Changes

- 9. Motion by Mark Young to approve the 2025 State Utilities Digest, seconded by Tommy Mann and approved by each Board Member.**
- 10. Motion by Mark Young to approve the 2026 Mobil Home Prebill, seconded by Tommy Mann and approved by each Board Member.**

## **11. Chief Appraiser Report**

Steve reviewed the 2026 Budget Report

Steve discussed current Exemption issues with the Board.

The Board suggested Steve attend the annual Steering Committee meeting on February 10<sup>th</sup>.

The next BOA meeting will be Thursday, January 22, 2026 at 9:00 AM.

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

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

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MaryBeth Burnette, Chairman

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Jenny Thomas, Secretary