

MACON-BIBB COUNTY BOARD OF TAX ASSESSORS  
October 12, 2022  
Regular Board Meeting  
Minutes

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OFFICIAL RECORDS OF THE MINUTES MARKED THIS DATE ARE ON  
FILE IN THE TAX ASSESSORS OFFICE  
AND ENCOMPASS THE FULL MINUTES OF THIS MEETING

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The regular meeting of the Macon-Bibb County Board of Tax Assessors was held at the Board Room of the Tax Assessors Office on October 12, 2022 at 2:00 p.m.

Board Members Present: Jean Hagood, Chairman; George Thomas, Vice-Chairman; Jonathan Alderman, Billy Pitts, & Jim Davis, Assessors

Board Members Absent: None

Board Attorney: Rick Epps, James, Bates, Brannan, & Groover

Administrative Personnel Present: Andrea Crutchfield, Chief Appraiser; Jody Claborn, Deputy Chief Appraiser; Kema Bishop, Appraisal Manager, Residential; Katie Kern, Appraisal Manager, Special Projects

Administrative Personnel Absent: None

Staff: Jennifer Mitchell, Board Secretary, Appraiser I

Media: None

Observers: None

Call to Order by the Chairman: The Chairman called the regular meeting of the Macon-Bibb County Board of Tax Assessors to order at 2:00 p.m.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Approval of minutes for the meeting of September 28, 2022.

Ms. Hagood presented this item.

Mr. Pitts made the motion to approve the meeting minutes.

Mr. Thomas seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Pitts, and Mr. Davis  
No –  
Abstain –  
Absent – Mr. Alderman

Ms. Hagood declared the motion carried.

### CHIEF APPRAISER’S REPORT

1. 2022 Appeal Update – Ms. Crutchfield stated that they are 42% complete. There are 189 active appeals.
2. BOE Update – Ms. Crutchfield gave an updated report on the BOE. There were 5 days of hearings scheduled with very few responses from the taxpayers.
3. Reports from Managers:
  - A. Residential Division—Ms. Bishop gave an updated report on the Residential Division. The staff is currently working appeals in office. They are working sales reviews and permits in the field. They currently have one training appraiser in the field with new employees due to appeals being done. The staff has reviewed 178 parcels in the field since the last Board Meeting. The Residential Division is currently working on the 2023 splits. They have 189 active appeals remaining. They have 48 appeals certified to BOE and (159) 30-day notices. They have had a total of 1,799 permits year to date.
  - B. Commercial Division – Mr. Claborn gave an updated report on the Commercial Division. They currently have 55 Hearing Officer, 63 BOE, 2 Superior Court, and 127 withdrawn or resolved appeals. There are 280 parcels with permits. There are 1,037 parcels that need to be reviewed for their 3-year review.
  - C. Special Projects— Ms. Kern gave an updated report on the Special Projects Division. They have been completing clerical work, processing appeals, and are completing Prebill reviews. They have also begun reviewing data for Homestead Exemption applications – alphabetizing those received and reviewing the voter registration death list. Additionally, they have resumed reviewing business licenses and are preparing for year-end street canvassing. They have received a total of 111 Business Personal Property, aircraft, or marine appeals. They have no active appeals, (11) 30-day notices, 9 certified to BOE, 85 withdrawn, 6 resolved, and 1 Superior Court. For the 2022 Audits, they have 15 complete and 79 remaining. They have completed 1,044 of the 1,181 prebill mobile homes.

MOTION TO APPROVE CONSENT AGENDA

Vote to approve the Consent Agenda October 12, 2022

Ms. Hagood presented this item.

Mr. Davis made the motion to approve the Consent Agenda.

Mr. Alderman seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis  
No –  
Abstain –  
Absent –

Ms. Hagood declared the motion carried.

MISCELLANEOUS ITEMS

None.

EXEMPTION REQUESTS

None.

HOMESTEAD EXEMPTIONS

None.

EDUCATION

None.

SCHEDULING OF MEETINGS

The next meetings are scheduled for October 26<sup>th</sup> and November 9<sup>th</sup> at 2:00 p.m.

POLICIES & PROCEDURES

None.

Motion to Adjourn

Ms. Hagood presented this item.

Mr. Thomas made the motion to adjourn the meeting at 2:44 p.m.

Mr. Davis seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis

No –

Abstain –

Absent –

Ms. Hagood declared the motion carried.

Respectfully Submitted:

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Jennifer Mitchell  
Residential Appraiser I / Admin Assistant /  
Board Secretary