

MACON-BIBB COUNTY BOARD OF TAX ASSESSORS
August 24, 2022
Regular Board Meeting
Minutes

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

The regular meeting of the Macon-Bibb County Board of Tax Assessors was held at the Board Room of the Tax Assessors Office on August 24, 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: Lauren Schultz, 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 August 10, 2022.

Ms. Hagood presented this item.

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

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.

CHIEF APPRAISER’S REPORT

1. 2022 Appeal Update – Ms. Crutchfield stated that they are 25% complete. There are 713 active appeals.
2. BOE Update – Ms. Crutchfield gave an updated report on the BOE. There were 10 days of hearings that were cancelled by the Appeals Administrator due to the objection being read at the beginning of the hearings. Ms. Hagood met with the Appeals Administrator and asked if the consent forms could be reworded to ask the taxpayer if they prefer hearings in person or virtually. Ms. Hagood will make contact with the Appeals Administrator by the next meeting for an update.
3. 2022 Collection Order Regarding 2022 Tax Digest – Ms. Crutchfield presented the 2022 Collection Order Regarding the 2022 Tax Digest. A copy of the order is attached with the minutes.
4. 2022 Undeliverable Assessment Notices – The 2022 undeliverable Assessment Notices were posted on the Tax Assessors website on August 17, 2022.
5. Reports from Managers:
 - A. Residential Division—Ms. Bishop gave an updated report on the Residential Division. The staff is currently working appeals in the office. They are attempting to complete all field work that is on the tablets to prepare for the GMASS changes. They hope to have this done by Labor Day. The staff has reviewed 307 parcels in the field since the last Board Meeting. They are currently working on the 2023 splits. They have 661 active appeals remaining as of 8.24.22. They have 44 appeals certified to BOE and (68) 30-day notices. They have had a total of 1,409 permits year to date versus 1,742 last year.
 - B. Commercial Division— Mr. Claborn gave an updated report on the Commercial Division. They currently have 40 parcels that are at the 30-day level, 44 Hearing Officer appeals, 76 BOE and 71 withdrawn or resolved. There are 190 parcels with permits and 1,307 parcels with a three-year review date.
 - C. Special Projects— Ms. Kern gave an updated report on the Special Projects Division. They have been completing clerical work, processing appeals, and have begun prepping for 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 equipment appeals. They have 30 active appeals, 20 Hearing Officer, (4) 30-day notices, 52 withdrawn, and 3 resolved.

MOTION TO APPROVE CONSENT AGENDA

Vote to approve the Consent Agenda August 24, 2022

Ms. Hagood presented this item.

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

Mr. Thomas 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

Vote to approve the (2) Homestead Exemptions for 8.24.22 (See attached list included with meeting minutes)

Ms. Hagood presented this item.

Mr. Thomas made the motion to approve the Homestead Exemptions.

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 –

EDUCATION

None.

SCHEDULING OF MEETINGS

The next meetings are scheduled for September 14th and 28th and October 12th and 26th 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 2:54 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:

Jennifer Mitchell
Residential Appraiser I / Admin Assistant /
Board Secretary