

MACON-BIBB COUNTY BOARD OF TAX ASSESSORS
September 14, 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 September 14, 2022 at 2:00 p.m.

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

Board Members Absent: Jean Hagood, Chairman – Vacation

Board Attorney: Lauren Schultz, James, Bates, Brannan, & Groover

Administrative Personnel Present: Andrea Crutchfield, Chief Appraiser; Jody Claborn, Deputy Chief Appraiser

Administrative Personnel Absent: Kema Bishop, Appraisal Manager, Residential – Attending Class; Katie Kern, Appraisal Manager, Special Projects – Sick Leave

Staff: Jennifer Mitchell, Board Secretary, Appraiser I

Media: None

Observers: None

Call to Order by the Chairman: The Vice-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 24, 2022.

Mr. Thomas presented this item.

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

Mr. Alderman seconded the motion.

Mr. Thomas called for the vote. The votes were:

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

Mr. Thomas declared the motion carried.

CHIEF APPRAISER’S REPORT

1. 2022 Appeal Update – Ms. Crutchfield stated that they are 32% complete. There are 577 active appeals.
2. BOE Update – Ms. Crutchfield gave an updated report on the BOE. A new letter is being mailed from the BOE asking the taxpayer to select either an in person hearing or zoom hearing. A copy of the letter is attached with the minutes.
3. 2022 Appeals Certified to Hearing Officer – The Board of Assessors signed off on the 2022 Appeals Certified to Hearing Officer. There were 55 appeals. The certification is attached with the minutes.
4. 2022 Tax Bills – Ms. Crutchfield advised the 2022 tax bills were mailed out with a due date of 10.17.22 and 11.15.22.
5. Reports from Managers:
 - A. Residential Division—Ms. Crutchfield gave an updated report on the Residential Division in Ms. Bishop’s absence. The staff is currently working appeals in the office. They have worked neighborhood reviews, sale reviews, and permits on the tablet until the date that GMASS updated the tablets with new labels. Parcels were removed from the tablets for the update and are having to be re-installed. The staff has resumed working sales, permits, and neighborhoods. The Residential Division has reviewed 385 parcels in the field since the last Board meeting. They are continuing to work the 2023 splits. They have 558 active appeals remaining as of 9.14.22. They have 48 appeals certified to BOE and (64) 30-day notices. They have had a total of 1,409 permits year to date versus 1,742 last year.
 - B. Special Projects— Ms. Crutchfield gave an updated report on the Special Projects Division in Ms. Kern’s absence. 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 appeals. They have 14 active appeals, (24) 30-day notices, 8 certified to BOE, 59 withdrawn, 5 resolved, and 1 Superior Court. For the 2022 Audits, they have 2 complete and 93 remaining. They have completed 258 of the 1,181 prebill mobile homes.

MOTION TO APPROVE CONSENT AGENDA

Vote to approve the Consent Agenda September 14, 2022

Mr. Thomas presented this item.

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

Mr. Alderman seconded the motion.

Mr. Thomas called for the vote. The votes were:

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

No –

Abstain –

Absent – Ms. Hagood

Mr. Thomas declared the motion carried.

MISCELLANEOUS ITEMS

None.

EXEMPTION REQUESTS

None.

HOMESTEAD EXEMPTIONS

None.

EDUCATION

None.

SCHEDULING OF MEETINGS

The next meetings are scheduled for September 28th and October 12th and 26th at 2:00 p.m.

POLICIES & PROCEDURES

None.

Motion to Adjourn

Mr. Thomas presented this item.

Mr. Alderman made the motion to adjourn the meeting at 2:30 p.m.

Mr. Davis seconded the motion.

Mr. Thomas called for the vote. The votes were:

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

No –

Abstain –

Absent – Ms. Hagood

Mr. Thomas declared the motion carried.

Respectfully Submitted:

Jennifer Mitchell
Residential Appraiser I / Admin Assistant /
Board Secretary