

MACON-BIBB COUNTY BOARD OF TAX ASSESSORS

May 28, 2025

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 in the Board Room of the Tax Assessors Office on May 28, 2025, at 2:00 p.m.

Board Members Present: George Thomas, Chairman, Jim Davis, Vice Chairman, Yvonne Holmes, Assessors

Board Members Absent: Leigh Ann Junod (vacation)

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

Administrative Personnel Present: Andrea Crutchfield, Chief Appraiser; Kema Bishop, Appraisal Manager, Residential; Anna Stanfield, Board Secretary

Administrative Personnel Absent: Jody Claborn, Deputy Chief Appraiser - Vacation

Staff: Anna Stanfield, Board Secretary

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 May 14, 2025.

Mr. Thomas presented this item.

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

Ms. Holmes seconded the motion.

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

Aye – Mr. Thomas, Mr. Davis, and Ms. Holmes

No –

Abstain –

Absent – Ms. Junod, Mr. Alderman \*Mr. Alderman arrived at 2:02 pm

Mr. Thomas declared the motion carried.

#### CHIEF APPRAISER’S REPORT

1. 2025 Appeal Update - Ms. Crutchfield gave an update on the 2025 Appeal. There were 66, 498 assessment notices mailed on May 16, 2025, and so far, there have been about 40 appeals filed. The Tax Assessor’s Office will accept completed Homestead applications only during the 45-day appeal period which ends June 30, 2025.
  2. Ms. Crutchfield provided the Board with the 2025 Submission of 2025 Tax Digest Letter for the Tax Commissioner’s Office. The goal is to have the tax digest turned over to the Tax Commissioner’s Office by the second week in July.
  3. Ms. Crutchfield gave an update on CAVEAT that was attended in May.
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- A. Residential Division—Ms. Bishop gave an updated report on the Residential Division. Currently, the staff is assisting taxpayers via phone and in office walk-ins. They have been working on new construction and neighborhood reviews. They have received 15 appeals as of today. One is scheduled to receive a 30-day notice for the next BOA meeting. There have been 629 permits received through April 2025. Additionally, they have reviewed 4,832 parcels this year versus reviewing 1,266 parcels at this time last year. This number does not include new construction reviews.
  - B. Commercial Division – Mr. Claborn gave an updated report on the Commercial Division. The Commercial Division has not received any Commercial appeals to date. The Commercial Division is currently working on completing field work for 1/3 of the parcel review throughout the County, this includes Commercial, Industrial, and Exempt. There are currently 33 permits to review so far for 2025.
  - C. Personal Property — Ms. Crutchfield gave an updated report for the Personal Property Division. They have received 3,892 Personal Property returns to date; 3,582 have been worked. They will plan to have all returns completed for 2025 and approved for assessment notices at the June 11, 2025 meeting.

#### MOTION TO APPROVE CONSENT AGENDA

Vote to approve the Consent Agenda May 28, 2025

Mr. Thomas presented this item.

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

Mr. Davis seconded the motion.

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

Aye – Mr. Thomas, Mr. Davis, Mr. Alderman and Ms. Holmes

No –

Abstain –

Absent – Ms. Junod

Mr. Thomas declared the motion carried.

#### MISCELLANEOUS ITEMS

None.

#### LEGAL MATTERS

None.

#### EXEMPTION REQUESTS

None.

#### HOMESTEAD EXEMPTIONS

None.

#### EDUCATION

None.

#### SCHEDULING OF MEETINGS

The next meetings are scheduled for June 11<sup>th</sup> and 25<sup>th</sup>; July 9<sup>th</sup> and 30<sup>th</sup> at 2:00 p.m.

#### POLICIES & PROCEDURES

None.

#### Motion to Adjourn

Mr. Thomas presented this item.

Mr. Davis made the motion to adjourn the meeting at 2:29 p.m.

Mr. Alderman seconded the motion.

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

Aye – Mr. Thomas, Mr. Davis, Mr. Alderman and Ms. Holmes

No –

Abstain –

Absent – Ms. Junod

Mr. Thomas declared the motion carried.

Respectfully Submitted:

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Anna Stanfield  
Board Secretary