

Gordon County Board of Assessors

Members

Donna Reeve, Chairman
Frank Sullivan
Stephanie Jones



Chief Appraiser

Dana Burch
Deputy Chief Appraiser
Ashley Bailey

MINUTES FOR FEBRUARY 18, 2021 BOARD OF ASSESSORS MEETING:

The Gordon County Board of Assessors held a scheduled meeting on February 19, 2021 in the Conference room of the Gordon County Government Plaza. The meeting was called to order by Chief Appraiser Dana Burch at 9:00 a.m.

Roll Call

In attendance was Dana Burch (Chief Appraiser), Ashley Bailey (Deputy Chief Appraiser), Stephanie Jones (Assessor), Frank Sullivan (Assessor), and Donna Reeve (Assessor)

Election of Chairperson

A Motion was made by Frank Sullivan to nominate Donna Reeve as Board Chairman, Stephanie Jones seconded the motion, motion carries.

Chairman Reeve assumed control of the meeting.

Approval of Agenda

Chairman Reeve requested a motion to approve the Agenda, motion was made by Stephanie Jones, Seconded by Frank Sullivan, motion carries, unanimously.

Minutes for January 21, 2021

Chairman Reeve requested a motion to approve the minutes from the January 21, 2021 scheduled Board of Assessors Meeting. Frank Sullivan made a motion to approve those minutes, Stephanie Jones seconded the motion, motion carries, unanimously.

Public/Guest Comments & Concerns

None

Old Business

None

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New Business

Motor Vehicle Appeals:

Eight motor vehicle appeals were sent before the board for review. Following review, a motion was made by Frank Sullivan to accept the values as presented, Stephanie Jones seconded the motion, motion carries, unanimously.

Homestead Exemptions:

After review, Chairman Reeve requested a motion to approve the 131 homestead applications that were presented to the board, Stephanie Jones made the motion to approve the homestead applications, Frank Sullivan seconded the motion, motion carries, unanimously.

Eight Disabled Veteran exemptions were presented to the board for approval. Frank Sullivan made a motion to approve the exemption applications. Stephanie Jones seconded the motion, motion carries, unanimously.

Personal Property:

An update was provided on Personal Property Appeals that have been rescheduled for March 10, 2021 BOE Hearings, no motion needed.

Real Property:

Thirty-seven real property waiver forms were presented to the board for approval, Stephanie Jones made a motion to approve the waivers, Frank Sullivan seconded the motion, motion carries, unanimously.

Forty-two CUVA applications were presented to the board, after review, Frank Sullivan made a motion to approve the applications, Stephanie Jones seconded the motion, motion carries, unanimously.

Ten CUVA Continuation Applications were sent to the board for approval. Chairman Reeve requested a motion to approve the applications, Stephanie Jones made a motion to approve these applications, Frank Sullivan seconded the motion, motion carries, unanimously.

An update was provided on the status of remaining Real Property appeals waiting to be heard by a Hearing Officer, no motion needed.

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General Discussion:

During General Discussion the board was updated on plans to begin using add-ons within WinGap to assist in PT-61 data entry process. The board was also informed of the past months field work progress as well as new responsibilities being taken on by the field appraiser when in the office. The board was notified of the progress being made on the PRC scan project; at this time the project is progressing nicely. Finally, the Board was given a copy of the 2019 DOR Digest Review Report as well as a copy of the 2016 Report for comparison. These reports and any questions on these reports will be addressed during old business at the next scheduled board meeting. No motion needed at this time.

Executive Session:

The board retired into Executive Session to discuss personnel issues.

During Executive Session applications for the Field Appraiser Trainee position were reviewed, the interview process for this position will begin on February 22, 2021. no motion needed.

Set Next Meeting Date

The board was notified that a called meeting may be needed to review applicants following the interview process.

A motion was made by Stephanie Jones to approve the date of March 18, 2021 for the next scheduled Board of Assessors meeting, Frank Sullivan seconded the motion, motion carries, unanimously.

Adjourn:

With no other business to come before the board, Frank Sullivan made a motion to adjourn the meeting, Stephanie Jones seconded the motion, motion carries, unanimously. Meeting was adjourned at 11:21 a.m.

Minutes prepared by Ashley Bailey – Deputy Chief Appraiser – BOA Secretary

All documentation provided in meeting available upon request.

215 N. Wall Street/P.O. Box 533
Calhoun, Georgia 30703-0533
Phone: (706) 629-6812
Email: appraisalstaff@gordoncounty.org

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Approved On: March 18, 2021

By:

Dana Burch
Dana Burch, Chief Appraiser

Donna Reeve
Donna Reeve, Chairman -Board of Assessors

Frank Sullivan
Frank Sullivan, Member-Board of Assessors

Stephanie Jones
Stephanie Jones, Member-Board of Assessors