

Gordon County Board of Assessors

Members

Frank Sullivan, Chairman
Donna Reeve
Stephanie Jones



Chief Appraiser

Dana Burch
Deputy Chief Appraiser
Ashley Bailey

MINUTES FOR FEBRUARY 10, 2022, BOARD OF ASSESSORS MEETING:

The Gordon County Board of Assessors held a scheduled meeting on February 10, 2022, in The Gordon County Government Plaza Conference Room. The meeting was called to order by Chief Appraiser Dana Burch at 9:32 a.m.

Roll Call

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

Approval of Agenda

Chief Appraiser Dana Burch requested a motion to approve the agenda, motion was made by Stephanie Jones, seconded by Frank Sullivan, motion carries, unanimously.

Minutes for January 6, 2022

Chief Appraiser Dana Burch requested a motion to approve the minutes from the January 6, 2022, 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

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.

A motion was made by Stephanie Jones to approve the updated Motor Vehicle Appeal Policy, Donna Reeve seconded the motion, motion carries, unanimously.

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Homestead Exemptions:

After review, Chief Appraiser Dana Burch requested a motion to approve the 148 homestead applications that were presented to the board, Donna Reeve made the motion to approve the homestead applications, Stephanie Jones seconded the motion, motion carries, unanimously.

Personal Property:

NONE

Real Property:

A motion was made by Stephanie Jones to approve the 35 CUVA applications. Frank Sullivan seconded the motion, motion carries, unanimously.

A motion was made by Frank Sullivan to approve the 4 CUVA Continuations as presented, Donna Reeve seconded the motion, motion carries, unanimously.

General Discussion:

In general discussion an update was given on each appraisers' territory assignment progress. No motion needed.

The board was notified during general discussion that preparation had begun on the 2022-23 department budget. No motion needed.

Executive Session:

The board retired into Executive Session at 8:52a.m. to discuss personnel issues.

Upon exiting executive session at 9:24 a.m., a motion was made by Stephanie Jones to approve the replacement of the current Sales Analysis Appraiser Job Description with the updated Administrative Real Property Appraiser (ARPA) job description. Donna Reeve seconded the motion, motion carries, unanimously.

During executive session the board was made aware of the realignment of the current territory assignments, no motion needed.

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Set Next Meeting Date:

Frank Sullivan made a motion to approve March 10, 2022, and April 14, 2022, as the next scheduled meeting dates, Donna Reeve seconded the motion, motion carries, unanimously.

Adjourn:

With no other business to come before the board, Donna Reeve made a motion to adjourn the meeting, Frank Sullivan seconded the motion, motion carries, unanimously. Meeting was adjourned at 9:38 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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Donna Reeve
Stephanie Jones



Chief Appraiser

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Approved On: March 10, 2022

By:

Frank Sullivan

Frank Sullivan, Chairman -Board of Assessors

Donna K. Reeve

Donna Reeve, Member-Board of Assessors

Stephanie Jones

Stephanie Jones, Member-Board of Assessors

Dana Burch

Dana Burch, Chief Appraiser