

**Catoosa County Board of Assessors**  
**798 Lafayette Street, Governmental Building**  
**Ringgold, Georgia 30736**  
**Phone: 706-965-3772**  
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*Wendell Folks, Chairman*  
*Mike Key, Vice-Chair*  
*Jim Clark*  
*Tony Henson*  
*Ann Knight*

**Meeting Minutes**  
**Catoosa County Board of Assessors**  
**Regular April 19, 2016 Meeting**

**Time and Place**

The Regular April Meeting of the Catoosa County Board of Assessors was held on April 19, 2016 at 9:00 a.m. in the Board of Assessors' Office located at 798 LaFayette Street, Governmental Building, Ringgold, Georgia.

**Members Present**

All members were present: Jim Clark, Wendell Folks, Tony Henson, Mike Key and Ann Knight.  
Appraisal Staff Present: Dale McCurdy and Debbie Maney.

**Minutes**

The March 15, 2016 Meeting Minutes were approved as presented. *The motion to approve the Minutes by Jim Clark seconded by Tony Henson and voted unanimous.*

**Reports**

The following were presented and discussed:

- March building permits, deed transfer summaries and deed activity comparison and sales ratios,
- Review of Shaw Plant RM updates, additions and demolitions,
- Board of Equalization Hearings are re-scheduled to May 17<sup>th</sup>,
- CAVEAT Conference scheduled for May 17-19<sup>th</sup>. The consensus was to re-schedule the May Meeting from the 17<sup>th</sup> to Tuesday the 24<sup>th</sup>.

**Business**

1. Appeal Waiver, TP 49-2, Emerson Properties

Final reconciled appeal value to 1,753,500 and PT 311 Waiver form presented for Chairman's signature.

2. Release of Covenants, TP 67-42 Bandy, and TP 71-6 Bisinger

Do to death of the covenant owner and no continuation by the heirs, recommendation to release the covenants was presented. *Jim Clark made motion to release the covenants seconded by Tony Henson and voted unanimous.*

3. Current Use Assessment Covenant Renewals

Discussion of field review for the covenant continuation applications with the following recommendations:

TP 16-97 & 97A, Harris- Deny for a lack of primary purpose and agricultural production,

TP 75-51, Riddle- Deny for limited qualifying use

TP 18-109, Parham; TB 28-78, Babb; TP 32-37, Lawson; TP's 43-6B & 9, Hawthorne; TP 63-8, Bryson, TP 75-7, Bryant - Approve. *Tony Henson made motion to deny and approve as discussed seconded by Ann Knight and voted unanimous.*

4. 2016 Homestead Exemptions

Staff appraiser Debbie Maney presented homestead applications processed for approval; applications for denial and reason (handout), homesteads removed do to death of owner and letters mailed to surviving family to file for homestead (handout), and letters to counties reported on applications by applicant they moved from. *Jim Clark made motion to approve the new applications and denials by reason seconded by Ann Knight and voted unanimous.*

5. Neighborhood Adjustments

The Chief Appraiser discussed work performed and recommended changes for 4 neighborhoods adjusted in prior years for market downturns(handout). The four neighborhoods recommended to remove the market factor: Cedar Creek Condos(.90fct), Baggett Estates(.95 fct), Mill Creek(.95 fct) and Plemons Estates(.92 fct). *Mike Key made motion to approve the recommended value adjustments seconded by Tony Henson and voted unanimous.*

6. 2016 Real Property Returns Recommendations

The Chief Appraiser presented returns and recommendations for change, no change, and exemptions.(handout) *After discussion Jim Clark made motion to accept the recommendations seconded by Mike Key and voted unanimous.*

Adjournment

There was no further business. *Tony Henson made motion to adjourn at 10:25 a.m. seconded by Ann Knight and voted unanimous.*

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Wendell Folks, Chairman

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Dale McCurdy, Secretary