

Catoosa County Board of Assessors
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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 September 20, 2016 Meeting

Time Place and Members Present

The Regular September Meeting was held on September 20, 2016 at 9:00 a.m. in the Board of Assessor's Office located at 798 LaFayette Street, Administration Building, Ringgold, Georgia. All members were present: Chairman, Wendell Folks, Jim Clark, Tony Henson, Mike Key and Ann Knight. Staff: Dale McCurdy

Minutes

Jim Clark made motion to approve the Minutes from the Regular August 16, 2016 Meeting seconded by Tony Henson and voted unanimous.

Reports

The following were presented and discussed:

- Digest Submission was on September 9th,
- August Deed Summary to date, Ratios and deed activity,
- August Building Permits,
- Final 2016 Millage Rate Levy adopted by the County Commission,
- Website changes QPublic and Schneider Corp.,
- Appraiser position posting ended Friday the 16th.

Business

1. Real Property Appeals Changes Dated September 20th

The Board was presented Real property appeals and recommendations. (handout) *Jim Clark made motion to approve the recommendations seconded by Mike Key and voted unanimous.*

2. Personal Property Appeals

Auto Zone, Acc No's 159 & 4943, appeal based on an audit of inventory of returned property. Ann Knight recommended adjustments in comparison with other retail auto parts stores. *Mike Key made motion to approve seconded by Wendell Folks and voted unanimous.*

3. Real Property Appeals Certified to the Board of Equalization Dated September 20th
Real Property Appeals with recommendations for no change and to be forwarded to the
BOE. (handout) *Jim Clark made motion to approve seconded by Tony Henson and voted
unanimous.*

4. Office Business

Annual statements:

QPublic Website Hosting Service \$7,750 (for the 2017 Budget Year). *Jim Clark made motion to
approve seconded by Tony Henson and voted unanimous.*

GMASS Rural Land Timber Extraction Review of Sales \$3,000 (for the 2016 Budget Year)
Tony Henson made motion to approve seconded by Ann Knight and voted unanimous.

A discussion of an office policies template developed by the GAAO. Tabled for future review.

A consensus to change the September 18th meeting to the 25th.

Adjournment

There was no further business. *Jim Clark made motion to adjourn at 9:00 a.m. seconded by
Mike Key and voted unanimous.*

Wendell Folks, Chairman

Dale McCurdy, Secretary