



# ***The Walker County* Board of Assessor's Meeting** **At the Local Government Services Offices**

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Regular Scheduled Meeting

July 25, 2023 at 10:00 AM

## **Agenda**

- 1. Call the Meeting to Order**
- 2. Approval of the Minutes from Previous Meeting**
- 3. Update on the Server**
- 4. Approve Letter for Late Filing of Appeals**
- 5. Amended Consolidation Report**
- 6. Approval of Appeal Waiver & Release Form for 0196 030B**
- 7. Conservation Request for Parcels with Less than 10 Acres:**  
**0262 134                      0262 135**
- 8. Approval List for Conservation Exemption**
- 9. Executive Session**

# WALKER COUNTY BOARD OF ASSESSOR'S MINUTES



DATE: Tuesday, July 25, 2023

TIME: 10:00 AM

LOCATION: Conference Room of the Local Government  
Services Building

BOARD CHAIRMAN: Buddy Chapman

BOARD SECRETARY: Angela Ward

TYPE OF MEETING: Scheduled Meeting

CHIEF APPRAISER: Terry Gilreath

## BOARD MEMBERS PRESENT:

Buddy Chapman

Melba Powell

Karen Deck

John Howard

## BOARD MEMBERS ABSENT:

Steve Ledbetter

## OTHERS PRESENT:

Angela Ward

Terry Gilreath

Sarah Flynn

Lynn Glenn

## AGENDA TOPICS:

### Meeting Called to Order

By Mr. Chapman at Time: 10:02 AM

### Approval of the Minutes from Previous Meeting

The minutes from July 11, 2023 meeting were reviewed and Mr. Howard made a motion to approve the minutes as written; Mrs. Powell made a second to the motion and the motion passed unanimously.

### Update on the Server

**Discussion:** Mr. Gilreath said some things are working, he said they have worked on those problems and the performance has sped up some. Mr. Gilreath said what we need is the programs to be consistent and not intermittent. He said we will continue testing this week. Mr. Gilreath said he forgot to mention the 12-year-old server that My Business Hub and Curtis installed in Ringgold for us to use. He said he will bring it up at the next meeting.

### Approve Letter for Late Filing of Appeals

**Discussion:** Mr. Gilreath said that we have never sent out a letter informing the taxpayers that their appeal was late. He said this year we have received more late appeals than we normally do. He feels that sending a letter to them letting them know that their appeal was late would be the right thing to do. Mr. Gilreath said the law does not require us to do that. Ms. Flynn gave the Board a draft of a letter she put together for their review. The Board reviewed the letter and made some adjustments. Mrs. Powell made a motion to approve mailing the letter with changes to taxpayers who file late appeals; Ms. Deck made a second to the motion and the motion passed unanimously.

### Approval of the Amended Consolidation Report

**Discussion:** Mr. Gilreath explained that trying to add fire fees right before we gave the data file to the Tax Commissioner caused some errors. He said he found a mistake in the totals and had to rerun the consolidation report. Mr. Gilreath gave the Board the corrected totals and Mr. Howard made a motion to approve the corrected consolidation report; Ms. Deck made a second to the motion and the motion passed unanimously.

**Approval of an Appeal Waiver & Release Form for 0196 030B**

**Discussion:** The Board reviewed the appeal waiver form and Mrs. Powell made a motion to approve the wavier and release form for 0196 030B; Ms. Deck made a second to the motion and the motion passed unanimously.

**Conservation Request for Parcels with Less than 10 Acres:**

**Discussion: 0262 134**

Ms. Glenn explained that the taxpayer has other parcels in conservation that are more than 10 acres adjoining the 5.59 acre parcel he is requesting conservation on. She said he also has a federal conservation easement on some of his land which he is unable to develop. Ms. Glenn recommended the approval of conservation. Mr. Howard made a motion to approve the request for conservation; Ms. Deck made a second to the motion and the motion passed unanimously.

**Discussion: 0262 135**

Ms. Glenn said this is same property owner with 7.76 parcel that he wants to put in conservation. She said this is all timber and is also in a federal conservation easement. Ms. Glenn recommended that he be granted conservation. Mrs. Powell made a motion to approve the request for conservation; Mr. Howard made a second to the motion and the motion passed unanimously.

**Approval of the Conservation List of Applicants**

**Discussion:** The Board reviewed the list of applicants for conservation and Mr. Howard made a motion to approve the list for conservation; Ms. Deck made a second to the motion and the motion passed unanimously.

**Executive Session No executive session was needed**

Mrs. Powell made a motion to adjourn the meeting; Mr. Howard made a second to the motion and the motion passed unanimously.

With no further business to discuss Mr. Chapman adjourned the meeting at 11:46 A.M.

**Chairman of the Board**



**Acting Chairman**

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**Secretary of the Board**



**Acting Secretary**

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