

# Floyd County Board of Assessors

March 6, 2024

Assessors Meeting Room Old Courthouse

Meeting 9:00 a.m.



**PRESENT:** Chairman Julie Nunnelly, Member Peter Jordan, Member Robert Henderson, Chief Appraiser Danny Womack, Personal Property Supervisor/BOA Secretary Lynn McElwee

1. **Welcome** – Chairman Nunnelly called to order the Floyd County Board of Assessors meeting March 6, 2024 at 9:00 a. m.
2. **Invocation** – Chairman Nunnelly asked Chief Appraiser Danny Womack to open the meeting in prayer. Danny Womack opened the meeting in prayer.
3. **Approval of Today's Agenda** – Chairman Nunnelly asked for a motion to approve today's agenda. Member Henderson moved to approve the agenda as presented seconded by Member Jordan. Chairman Nunnelly asked was there any discussion. There being none. Chairman Nunnelly asked for roll call. Chairman Nunnelly yes. Mr. Jordan yes. Mr. Henderson yes. The motion carried 3-0.
4. **Public Participation** – None.
5. **Approval of Minutes** –
  - a. Adopt minutes of Caucus from February 13, 2024.
  - b. Adopt minutes of Regular Meeting from February 14, 2024.

Chairman Nunnelly asked for a motion to approve the minutes for the caucus held on February 13, 2024 and the regular meeting on February 14, 2024. Member Jordan moved to approve the minutes seconded by Member Henderson. Chairman Nunnelly asked was there any discussion hearing none she asked for roll call. Chairman Nunnelly yes. Mr. Jordan yes. Mr. Henderson yes. The motion carried 3-0.

6. **First Reading** – none
7. **Second Reading** – none
8. **Chief Appraiser's Report** –

Chief Appraiser Danny Womack gave an update on the status of the 2023 appeals. All

appeals should be completed the last week of March.

Chief Appraiser Womack gave the Board members an update on the next year's work, and the impact of the 2024 appeals on the 2025 work. Gave board members update on future plans for the office moving forward into the 2024 year.

**9. Chairman's Report –**

Chairman Nunnelly thanked the Floyd County Board of Commissioners members for meeting with them and the guidance that was provided. Chairman Nunnelly thanked Chief Appraiser Womack and his staff for their work within the department.

**10. Consent Agenda**

- a. Approve Mobile Home ACO's as attached.
- b. Approve Personal Property ACO's as attached.
- c. Approve Real Property ACO's as attached.
- d. Approve Motor Vehicle Appeals as attached.
- e. Approve approved Conservation Use Applications (CUVA) as attached.
- f. Approve transferred Conservation Use Applications (CUVA) as attached.
- g. Approve breached Conservation Use Applications (CUVA) as attached.
- h. Approve denied Conservation Use Applications (CUVA) as attached.
- i. Approve Exempt Property Application
  - a. Real Property Map I13M-177
  - b. Out of State Exemption Application Account #98785
  - c. Homestead Exemption Map Parcel I13L-238

Chairman Nunnelly asked for a motion for the consent agenda as listed from item 10a – 10i. Member Henderson moved for approval of the consent agenda approval for 10i item a and item b. Denial of item 10i item c. Seconded by Member Jordan. Chairman Nunnelly asked was there any discussion hearing none she asked for roll call. Chairman Nunnelly yes. Mr. Jordan yes. Mr. Henderson yes. The motion carried 3-0.

**11. Unfinished Business – None.**

**12. New Business –**

a. **BOA Subpoena Personal Property Account #8566 -**

Chairman Nunnely asked for a motion to approve issuance of subpoena. Member Henderson moved for the subpoena to be issued. Seconded by Member Jordan. Chairman Nunnely asked was there any discussion hearing none she asked for roll call. Chairman Nunnely yes. Mr. Jordan yes. Mr. Henderson yes. The motion carried 3-0.

Discussion prior to adjournment:

Member Henderson asked for clarification from Chairman Nunnely about the hours of the Board members. Chairman Nunnely provided him with the required hours for meetings, caucus, and review of agenda items. Should a work session be required the board is to notify Chief Appraiser Womack and it will be scheduled and all affected personnel will be notified. The Board of Assessors members at any time can request a work session meeting. Chairman Nunnely expressed to the Board members if no official business needs to be conducted there will be no need for the Board members to come into the office. Attendance is only required when there is business to be conducted. Each member was given a specific time slot to come into the office so that they would avoid having a quorum. Tuesdays were set aside for work sessions to be scheduled as needed and a 9:00 a. m. time was scheduled.

Member Henderson asked for Chief Appraiser Womack to go over with the board members iPad usage for employees and other county owned devices as a means for employees to clock in and out. Member Henderson asked for clarification as to how supervisors track employees work productivity. Chief Appraiser Womack explained the procedures set in place. Chairman Nunnely asked for Chief Appraiser Womack to go over the take home vehicle policy for the members.

Member Henderson went over his recommendation for updating BOA policies and the procedure for keeping them all up to date. This will be a future endeavor as he is reviewing all of the policies now.

Chairman Nunnely asked all board members that if they have a request for information to please to go to Chief Appraiser Womack for this request and not to outside departments.

- 13. Adjourn** – Hearing no further business to be discussed. Chairman Nunnely adjourned the meeting.

*Lynn McElwee, Secretary Floyd County Board of Assessors*

Adopted April 10, 2024