

The Regular Business Meeting  
Wednesday,  
July 27, 2022

**Present**

William Lawson, Chairman; Benjamin Paschal, Board Member; Susanne Henry, Board Member; Emitte George, Chief Appraiser; Kenneth Pettaway, Deputy Chief Appraiser; Norbert Washington, Appraisal Manager; Twana Hudson, Appraisal Manager; Stephanie Davis, Appraisal Manager; April Parker, GIS/Mapping Manager; Yolanda Barber, Office Manager

**Absent**

Khelsey Daniels, Appraisal Manager

**Order of Meeting**

Ted Lawson called the Regular Board of Assessors Meeting to order at 9:31 a.m. Board members reviewed the Minutes from the previous meeting.

Ted Lawson called for a motion to approve the Minutes from July 13, 2022. Susanne Henry motioned to accept the Minutes, second by Benjamin Paschal. Ted Lawson asked, "All in favor, board members, "Aye,"

**Old Business & Deferrals**

Emitte George informed the Board that the Just Appraised software has been approved by the Board of Commissioners.

**New Business**

Staff recommended exhibits for Personal Property, Residential, and Commercial for approval as presented.

Ted Lawson called for a motion to approve recommendations. Benjamin Paschal, motioned to approve exhibits with corrections to Personal Property and Commercial second by Susanne Henry. Ted Lawson asked, "All in favor," board members, "Aye".

**Other Matters**

Emitte George informed the Board that he spoke to Pamela Ambles, Director of Human Resources regarding the reclassification of the Lead Appraiser position. This recommendation should be presented to the Board of Commissioners at the August 16, 2022 meeting.

**Announcements**

Emitte George announced that Jasmine Shelton has been promoted to Commercial Appraiser III. Emitte George announced that Khelsey Daniels submitted her resignation, and her last day is July 28, 2022.

Ted Lawson announced the next Board of Assessors meeting Wednesday, August 10, 2022, Work Session 9:00 a.m., the Regular Board Meeting to follow.

**Adjournment**

There being no further business to discuss, Ted Lawson adjourned.

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Signature William "Ted" Lawson, Chair

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Signature Benjamin Paschal, Board Member

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Signature Susanne Henry, Board Member

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Signature Norbert Washington, Board Secretary

## The Regular Business Meeting

Wednesday,  
August 10, 2022

### **Present**

William Lawson, Chairman; Benjamin Paschal, Board Member; Susanne Henry, Board Member; Emitte George, Chief Appraiser; Kenneth Pettaway, Deputy Chief Appraiser; Norbert Washington, Appraisal Manager; Twana Hudson, Appraisal Manager; Stephanie Davis, Appraisal Manager; April Parker, GIS/Mapping Manager; Yolanda Barber, Office Manager

### **Present**

Larry Vincent, Development Authority Chair  
Erica Rocker-Wills, Economic Development Officer

### **Order of Meeting**

Ted Lawson called the Regular Board of Assessors Meeting to order at 9:59 a.m. Board members reviewed the Minutes from the previous meeting.

Ted Lawson called for a motion to approve the Minutes from July 27, 2022. Susanne Henry motioned to accept the Minutes, second by Benjamin Paschal. Ted Lawson asked, "All in favor, board members, "Aye,"

### **Old Business & Deferrals**

Staff had nothing to report.

### **New Business**

Staff recommended exhibits for Personal Property, Residential, and Commercial with correction to Personal Property for approval as presented.

Ted Lawson called for a motion to approve recommendations. Benjamin Paschal, motioned to approve exhibits with correction to Personal Property second by Susanne Henry. Ted Lawson asked, "All in favor," board members, "Aye".

**Other Matters**

Emitte George provided the Board a copy of the Department of Audits sales ratio study for the 2022 tax year. The overall sales ratio is 37.55.

Erica Rocker-Wills, Economic Development Officer and Larry Vincent, Clayton County Development Authority gave a presentation to the Board regarding Toto America Holdings.

**Announcements**

Emitte George announced that the office cookout has been canceled.

Ted Lawson announced the next Board of Assessors meeting Wednesday, August 24, 2022, Work Session 9:00 a.m., the Regular Board Meeting to follow.

**Adjournment**

There being no further business to discuss, Ted Lawson adjourned.

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Signature William "Ted" Lawson, Chair

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Signature Benjamin Paschal, Board Member

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Signature Susanne Henry, Board Member

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Signature Norbert Washington, Board Secretary

The Regular Business Meeting  
Wednesday,  
August 24, 2022

**Present**

William Lawson, Chairman; Benjamin Paschal, Board Member; Susanne Henry, Board Member; Kenneth Pettaway, Deputy Chief Appraiser; Norbert Washington, Appraisal Manager; Twana Hudson, Appraisal Manager; Stephanie Davis, Appraisal Manager; April Parker, GIS/Mapping Manager; Yolanda Barber, Office Manager

**Present**

Erica Rocker-Wills, Economic Development Officer  
Blair Westmoreland, TOTO USA  
Jamie Pomponi, TOTO USA

**Absent**

Emitte George, Chief Appraiser

**Order of Meeting**

Ted Lawson called the Regular Board of Assessors Meeting to order at 10:03 a.m. Board members reviewed the Minutes from the previous meeting.

Ted Lawson called for a motion to approve the Minutes from July 27, 2022. Susanne Henry motioned to accept the Minutes, second by Benjamin Paschal. Ted Lawson asked, "All in favor, board members, "Aye,"

**Old Business & Deferrals**

Erica Rocker-Wills, Economic Development Officer; Blair Westmoreland, TOTO USA; Jamie Pomponi, TOTO USA gave a presentation to the Board on the TOTO America Holdings Project.

**New Business**

Staff recommended exhibits for Personal Property, Residential, and Commercial for approval as presented.

Ted Lawson called for a motion to approve recommendations. Benjamin Paschal, motioned to approve exhibits with correction to Personal Property second by Susanne Henry. Ted Lawson asked, "All in favor," board members, "Aye".

**Other Matters**

Emitte George is meeting with Chief Appraisers today to discuss how the sales ratio study effects the Utilities in their County.

Kenneth Pettaway informed the Board that the Board of Commissioners will hold an emergency meeting today to finalize the milage rate. The Tax Commissioner will also hold a meeting to finalize the Digest submission today at 1pm.

**Announcements**

Wednesday, August 31, 2022 the office will be closed for employee training.

Ted Lawson announced the next Board of Assessors meeting Wednesday, September 14, 2022, Work Session 9:00 a.m., the Regular Board Meeting to follow.

**Adjournment**

There being no further business to discuss, Ted Lawson adjourned.

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Signature William "Ted" Lawson, Chair

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Signature Benjamin Paschal, Board Member

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Signature Susanne Henry, Board Member

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Signature Norbert Washington, Board Secretary

The Regular Business Meeting  
Wednesday,  
September 14, 2022

**Present**

William Lawson, Chairman; Benjamin Paschal, Board Member; Susanne Henry, Board Member; Emitte George, Chief Appraiser; Kenneth Pettaway, Deputy Chief Appraiser; Norbert Washington, Appraisal Manager; Twana Hudson, Appraisal Manager; Stephanie Davis, Appraisal Manager; Paul Pugh, Appraisal Manager; April Parker, GIS/Mapping Manager; Yolanda Barber, Office Manager

**Order of Meeting**

Ted Lawson called the Regular Board of Assessors Meeting to order at 10:03 a.m. Board members reviewed the Minutes from the previous meeting.

Ted Lawson called for a motion to approve the Minutes from July 27, 2022. Susanne Henry motioned to accept the Minutes, second by Benjamin Paschal. Ted Lawson asked, "All in favor, board members, "Aye,"

**Old Business & Deferrals**

Staff had nothing to report.

**New Business**

Staff recommended exhibits for Personal Property, Residential, and Commercial for approval as presented, with the removal of

Ted Lawson called for a motion to approve recommendations. Benjamin Paschal, motioned to approve exhibits with correction to Personal Property second by Susanne Henry. Ted Lawson asked, "All in favor," board members, "Aye".

**Other Matters**

Emitte George informed the Board that the property tax bills will be mailed out on Thursday, September 15, 2022.

Emitte George informed the Board that he will meet with the Department of Audits on Monday, September 19, 2022 at 2pm.

**Announcements**

Emitte George announced that Paul Pugh has been promoted to the Commercial Manager position.

Ted Lawson announced the next Board of Assessors meeting Wednesday, September 28, 2022, Work Session 9:00 a.m., the Regular Board Meeting to follow.

**Adjournment**

There being no further business to discuss, Ted Lawson adjourned.

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Signature William "Ted" Lawson, Chair

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Signature Benjamin Paschal, Board Member

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Signature Susanne Henry, Board Member

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Signature Norbert Washington, Board Secretary