

**PAULDING COUNTY BOARD OF ASSESSORS
MEETING AGENDA**

240 Constitution Blvd. Room 3082 Dallas, Georgia 30132
Phone: 770-443-7606 Fax:770-443-7639 E-Mail assessors@paulling.gov



January 16, 2019 9:00 AM

CALL TO ORDER: Chairman Al Craton

INVOCATION: Chief Appraiser James Stokes

MINUTES: The January 9, 2019 Board Meeting Minutes

CORRESPONDANCE TO THE BOARD:

- Chief Appraiser Stokes successfully completed 14 hours education for Site Valuation and Cost Approach and 7 hours education for National USPAP Update Course. Chief Appraiser Stokes has met the requirements for renewal of Georgia Real Estate Appraiser.
- Request for Settlement Conference per Appeal to Superior Court by Christina Curl
- Royal Cedarcrest LLC Appeal is filed with superior court, 19-CV-000051-P1
- Single Family Residential Permit Comparison

OLD BUSINESS: None

NEW BUSINESS:

ITEM # 1

- Purchasing Card Program – Chief Appraiser Stokes to discuss utilizing the Purchasing Card Program as a tool for the Board of Assessors Office.
 - Administration Purchasing Card Policy for Review

ITEM # 2

- Request to Adopt Policy Titled: Administration – Retention Schedule and Retire Policies Titled: CUVA Records Retention Schedule and Sales Verification Retention Schedule

ITEM # 3

- Inter-Government Agreement Between Board of Tax Assessors and Paulding Clerk of Court.

ITEM # 4

- Request to Cease, Desist or Remediate a Conservation Use Covenant

ITEM # 5

- 2019 Income Request List for Commercial Properties

ITEM # 6

Release of Conservation Use Covenant

ITEM # 7

- Motor Vehicle Appeal
 - Christopher E. Conner

ITEM # 8

- E&R/NOD for Consideration