



GWINNETT COUNTY  
DEPARTMENT OF FINANCIAL SERVICES  
BOARD OF ASSESSORS' OFFICE

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GWINNETT COUNTY  
BOARD OF ASSESSORS  
May 3, 2023

The regularly scheduled meeting of the Gwinnett County Board of Assessors took place Wednesday, May 3, 2023, at 9:00 am. Those in attendance were Norman Ellis, Chairman; Sharyl White, Vice-Chairwoman; Johnny Blan, Assessor; Burt Manning, Assessor; Mark Cooper, Assessor; Nathan Wood, County Attorney; Stewart Oliver, Chief Appraiser and Ginger Roderick, Recording Secretary.

Chairman Ellis called the meeting to order and asked for approval of the agenda. Mr. Cooper made the motion to approve the agenda. Mr. Manning seconded and so carried unanimously.

The Board reviewed the minutes of the April 19, 2023, regular meeting. Chairman Ellis asked if there were any corrections or additions to be made. Vice-Chairwoman White made the motion to approve the minutes. Mr. Blan seconded, and so carried unanimously.

Next under Old Business was Legal Opinion. Mr. Wood informed the Board that there were 103 settlement conferences left that would take place in the second or third week in May.

Next under Old Business was Value Update. Mr. Oliver informed the Board regarding the current state of 2022 digest year appeals. As of now, 92% of the gross digest (not including public utility values) remains in dispute. There are 14,194 of the 14,826 total appeals that are now closed.

Next under New Business was Review of Personal Property, Value Changes, Exhibit A. Mr. Manning made the motion to approve Exhibit A. Vice-Chairwoman White seconded, and so carried unanimously.

Next under New Business was Review of Motor Vehicle TAVT, Changes, Exhibit B. Mr. Manning made the motion to approve Exhibit B. Mr. Cooper seconded, and so carried unanimously.

Next under New Business was Review of Real and Personal Property Annual Notices of Assessment, 2023, Exhibit C. Mr. Manning made the motion to approve Exhibit C. Mr. Cooper seconded, and so carried unanimously.

Next under New Business was Review of 2023 Amended Notices, Exhibit D. Mr. Cooper made the motion to approve Exhibit D. Mr. Manning seconded, and so carried unanimously.

Next under New Business was Review of CUVA Exemption, Applications 2023, Exhibit E. Vice-Chairwoman White made the motion to approve staff recommendations, Exhibit E. Mr. Manning seconded, and so carried unanimously.

Next under New Business was Review of Real Property Parcels Forwarded to Board of Equalization, Exhibit F. Mr. Cooper made the motion to approve Exhibit F. Mr. Manning seconded, and so carried unanimously.

Next under New Business was Review of Accepted Settlement Hearing Resolutions, Exhibit G. Vice-Chairwoman White made the motion to approve Exhibit G. Mr. Cooper seconded, and so carried unanimously.

Next under New Business was Review of Homestead Exemptions, Audit Findings, Exhibit H. Mr. Manning made the motion to approve staff recommendations, Exhibit H. Mr. Cooper seconded, and so carried unanimously.

Next under New Business was Review of Tax Digest Adjustments, Exhibit I. Mr. Manning made the motion to approve Exhibit I. Mr. Cooper seconded, and so carried unanimously.

Next under New Business was Review of Tax Appeal Log, Exhibit J. There is no action needed for Exhibit J.

Under Other Business, Chairman Ellis asked if there were any Administrative and Policy updates. Mr. Oliver informed the Board that we have an Administrative Support Associate II position that remains open. Also, we have 4 appraiser positions open, with one being placed/offered at this time to start Monday, 5/8/23. Deed Processing Software – A governance was accepted for this and is expected to be in 2024 Budget. Upgraded Customer Service Portal -This is to improve customer engagement. The business case is completed and it is being routed for governance process now and to seek funding in 2024.

Chairman Ellis asked if there was any other business to be discussed. There being none, Vice-Chairwoman White made the motion to adjourn. Mr. Cooper seconded and so carried unanimously.