

**PUTNAM COUNTY BOARD OF TAX ASSESSORS  
PUTNAM COUNTY COURTHOUSE  
100 S JEFFERSON AVE STE 109  
EATONTON, GEORGIA 31024**

TENTATIVE AGENDA

Monday  
August 7, 2023

- 1) Meeting call to order: 3:00pm
- 2) Review/Approve Minutes from July 11, 2023 regular business meeting
- 3) Old Business:  
None
- 4) New Business:
  - a) Review Correspondence from taxpayers
  - b) Review Appraisals submitted with Appeals
  - c) Review Appeal Waiver & Release Requests
  - d) Approve Mailing of 45-Day Notices of Assessment for Personal Property
  - e) Approve Mailing of 2<sup>nd</sup> Notices (“30-day”)
  - f) Approve Mailing of “No-Change” Notices
  - g) Forward Appeals to Clerk of Courts for BOE Scheduling
  - h) Acknowledge Receipt of Late/Invalid Appeals
  - i) Homestead Exemption Update
- 5) Any additional business to come before the board not known at the time this agenda was prepared
- 6) Adjournment