

## **Shelby County Board of Review Minutes of August 27, 2025 Meeting**

1. Call to Order:

Chairman Chris Johnston called the meeting to order at 9:02 AM.

2. Roll Call:

The following members were physically present: Chris Johnston, Gregg Brown, Anna Bright Chief Deputy Supervisor of Assessments.

3. Approval of Minutes of August 20, Meeting:

Motion: Chris      Second: Gregg      Approved: All

4. Public Comments:

NONE

5. Certificate of Errors:

- a. The following COEs were processed: eight

6. Non-Homestead Exemptions:

- a. None

7. Complaints:

- a. One new complaint received.

8. Old Business:

- a. None

9. New business:

- a. Debbie added \$2000 to our budget for commercial appraisals in the event of a high-risk property tax appeals.
- b. Received letter from PTAB reinforcing the use of the electronic filing for complaints. Mail-in is still accepted for now but the formal forms must be used.
- c. Gregg shared a draft SOP for the BOR to further develop in light of the vacancies next year.

10. Recessed by Chairman Johnston at 9:10 AM. Next session is Wednesday September 3, 2025