

BOARD OF ASSESSORS CHATHAM COUNTY, GEORGIA

Members Present: Terry Tolbert – Chairman
Tommy Boondry – Vice Chairman
James A. Gunter – Secretary
Laura Hegstrom – Member

Others Present: Roderick Conley – Chief Appraiser
Robbin Bowen – Deputy Chief Appraiser
Stephanie Bridges – Recording Secretary
Abda Quillian – Legal Counsel
Louise Phelps – Coast Empire News

A motion was made by Tommy Boondry and seconded by Laura Hegstrom to add the introduction of a new employee to the agenda. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

1. Taxpayer Letters – Julie Marine
Tony Sanders
2. New Employee – Firdaws Saif-al-Din

CITIZEN ITEMS

None

DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for Commercial and Personal Property – MV appeals are 98% done. Personal Property appeals are 95% done and Commercial appeals have all been certified to the BOE. They are done with 48% of field inspections. Sales review is 16% complete and permits are 24% complete

Joseph Bell reported for Quality Control/IT/ – Department is assisting with requests for data. Taking care of technical issues here and at BOE. They are having weekly trainings within their department. The Tyler rep was here last week to conduct appeal procedure GAP interviews.

Angela Watkins reported for Support Services – For Tax Year 2016 – 6912 Transfers have been processed and we have received 880 Homestead Applications

Lisa Lowrimore reported for Residential Division – Sales reviews for TY16 have been started. BOE hearings are going well.

APPROVAL OF MINUTES

Mr. Gunter made a motion to **approve** the following with corrections:
Minutes of the September 17, 2015 Regular Meeting.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Mr. Boondry made a motion to approve the following:

1. Real and Personal Property Assessment Notices
 - A. Personal Property 30-Day NOAs CY – Submitted for Approval of Recommendation
 - B. Personal Property 45-Day NOAs PY – Submitted for Approval of Recommendation
 - C. Personal Property 45-Day NOAs CY – Submitted for Approval of Recommendation
 - D. Non-Homesteaded MH 45-Day NOAs CY – Submitted for Approval of Recommendation
 - E. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

2. Real and Personal Property Exemptions
 - A. Capital Improvements – Submitted for Approval of Recommendation
There was a question about reason for the denial. Stacey Scott explained that because the company lost the production of a major item, production has decreased. Decrease in production is reason for denial.
 - B. Personal Property – Submitted for Approval of Recommendation
 - C. Support Service E&Rs – Submitted for Approval of Recommendation

Mr. Boondry seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

3. Certification and Approval of Appeal Waivers to the BOE
 - A. Certification of Appeal Waivers to the BOE
 1. Residential – Submitted for Approval
 2. Commercial – Submitted for Approval
 - B. Approval of Appeal Waivers to the BOE
 1. Residential – Submitted for Approval
 2. Commercial – Submitted for Approval

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

4. Certifications to the Board of Equalization
 - A. Residential – Submitted for Approval
 - B. Commercial – Submitted for Approval
 - C. Personal Property – Submitted for Approval

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:
5. Notification Letters – Submitted for Approval of Recommendation
Mr. Gunter seconded. The motion passed with a unanimous vote.

REGULAR AGENDA

1. Chief Appraiser Items

Mr. Boondry made a motion to approve the following Policy Statements

- Policy Statement: Equipment Policy – New
- Policy Statement: Personnel Administration – Removal

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

- qPublic/Schneider Users Group Meeting – this was held in Savannah. The quality control department, Rod, Robbin, Terry and Tommy attended. All found it very informative. There are a lot of new products dealing with GIS capabilities.

2. Board Member Items

- Budget FY15

3. Chairman Items

- Executive Session

Mr. Boondry made a motion to move **into** Executive Session at 8:48 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move **out of** Executive Session at 9:01 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

- BOE Decisions TY2015

Mr. Boondry made a motion to **approve** the following:

Board of Assessors Appeals to Superior Court:

2-0020 -13-001	1200 West Bay LLC	TY2015
2-0064 -17-021	W. Leon Friedman Jr.	TY2015
2-0594 -05-008	Fountain Moving & Storage Inc.	TY2015

Ms. Hegstrom seconded. The motion passed with a unanimous vote.

4. Certifications to Superior Court

Mr. Boondry made a motion to approve the following:

Proposed Consent Judgments

- A. Taxpayer – Submitted for Approval

2-0985-04-055	Dogwood Postal Div. LLC	TY2015
5-0017-01-038	Pooler Property LLC/R. Benton	TY2015

B. BOA – Submitted for Approval

2-0020 -13-001	1200 West Bay LLC	TY2015
2-0064 -17-021	W. Leon Friedman Jr.	TY2015
2-0594 -05-008	Fountain Moving & Storage Inc.	TY2015

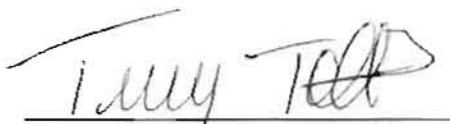
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

5. Attorney Items
None


6. For Your Information Items
None

ADJOURNMENT

Ms. Hegstrom made a motion to **adjourn** the meeting at 9:05 AM.
Mr. Gunter seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary