

Regular Meeting – September 1, 2016 – 10:30 AM

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

Others Present: Roderick Conley – Chief Appraiser
Robbin Bowen – Deputy Chief Appraiser
Abda Quillian – Legal Counsel
Stephanie Bridges – Recording Secretary

Mr. Boondry made a motion to accept the agenda with the following changes:

- Promotion

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

PERSONNEL RECOGNITION

- A. Staff Training:**
- | | |
|---|-----------------------------------|
| Course 1A – Assessment Fundamentals: | Corey Hollinger
Heidi Harris |
| Course 1 – Certification for Assessors: | Betty Ellington |
| Exempt Properties: | Steve Corcoran |
| Specialized Assessments: | Steve Corcoran |
| Georgia Assessment Administration: | Robbin Bowen
Arthur Cummings |
| Appraiser I Exam: | Ophelia Allen |
| Appraiser III Exam: | Ashleigh Vandine
Andrea Butler |
- B. Taxpayer Letter:** Albert Marcantonio
- C. Promotion:** Homestead/Tax Exempt Appraiser: Firdaws Saif-al-Din
- D.** Betty Ellington was presented with her DOR Certificate.

CITIZENS ITEMS

None

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DIVISION MANAGER STAFF REPORTS

Corey Gillenwater reported for Quality Control – Annual Report is complete, copies have been given to all BOA members. GAP interviews with Tyler are complete. BOE hearings have started and our computers at their site are working fine.

Heldi Harris reported for Support Services – Mapping – 624 new PINs have been created.

Homestead/Transfers – We have received 641 homestead applications and 3982 transfers so far for TY2017.

Lisa Lowrimore reported for Residential – Appeals are 68% complete.

Jay Boaen reported for Personal Property/Commercial – Motor Vehicle appeals are 84% complete, Mobile Home appeals are 100% complete. Personal Property received 489 appeals and are 88% complete. 941 Commercial appeals were received and they are 81% complete. Commercial field inspections are 23% complete.

Robbin Bowen reported that legislation updates are on pages three and four of the Annual Report, and that page 14 has our budget summary.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the August 18, 2016 Regular Meeting.

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Mr. Gunter made a motion to approve the following:

1. Assessment Notices – Submitted for Approval of Recommendation
 - A. Personal Property 30-Day NOAs CY
 - B. Personal Property 45-Day NOAs PY
 - C. Personal Property 45-Day NOAs CY
 - D. Support Services 45-Day NOAs PY
 - E. Support Services 45-Day NOAs CY

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

Ms. Ellington made a motion to approve the following:

2. Appeal Waivers – Submitted for Approval of Recommendation
 - A. Certification
 1. Residential
 2. Commercial
 - B. Approval
 1. Residential
 2. Commercial

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

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Ms. Ellington made a motion to approve the following:

3. Property Corrections – Submitted for Approval of Recommendation
 - A. Notification Letters
 1. Residential Notification Listing
 - B. Error & Releases
 1. Support Services E&R Listing
 2. District Code Correction Listing

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

Mr. Boondry made a motion to approve the following with the exception of properties for The Landings Association and The Landings Club:

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

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

Ms. Hegstrom made a motion to approve the following:

5. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Freeport Exemption Listing
 - B. Personal Property Exemption Listing
 - C. Homestead Exemption Listing

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

Mr. Gunter made a motion to approve the following:

6. Timber – Submitted for Approval of Recommendation
 - A. Timber Values

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

Mr. Gunter made a motion to remove the following:

7. Public Utility Digest TY2016 (partial) – Submitted for Approval
 - A. Airline Flight Equipment – 5 Year History and Values

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

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REGULAR AGENDA

1. Chief Appraiser Items

Ms. Hegstrom made a motion to approve the following:

A. Policy Statements – Revisions:

1. Georgia Forest Land Protection Act (FLPA)
2. Conservation Use Valuation Assessment (CUVA)

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

Mr. Gunter made a motion to approve the following:

B. Unlisted PIN Request

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

2. Board Member Items

A. Budget FY16

B. Mr. Tolbert and Mr. Boondry gave a brief update from the IAAO Conference they attended.

3. Chairman Items

A. Executive Session

Ms. Ellington made a motion to move in to Executive Session at 10:50 AM to discuss Personnel & Litigation items. Mr. Boondry seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move out of Executive Session at 11:00 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

4. Attorney Items

Mr. Boondry made a motion to approve the following:


A. Proposed Consent Judgments

1-0264-01-021	Mary Bonaud	TY2015
1-0264-01-020A	Mary Bonaud	TY2015


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

ADJOURNMENT

Mr. Gunter made a motion to adjourn the meeting at 9:50 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary