

Regular Meeting – September 15, 2016 – 8:30 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

PERSONNEL RECOGNITION

A. Taxpayer Letters: Carol Osborne
Andrea Butler

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Lisa Lowrimore reported for Residential – Appeals are 88% complete. TY2017 Field Reviews are 24% complete.

Kevin Hicks reported for Personal Property/Commercial – Motor Vehicle appeals are 85% complete, Mobile Home appeals are 100% complete. Personal Property received 489 appeals and are 100% complete. 941 Commercial appeals were received and they are 96% complete. Commercial field inspections are 26% complete.

Corey Gillenwater reported for Quality Control – Department is in maintenance mode now. Saw a Tyler demo – reports that will be possible look good. Also saw the sales analysis tools.

Sales/transfers process will be streamlined and the Integrated GIS component looks good.

Carol Osborne reported for Support Services – Mapping – 624 new PINs have been created/edited. 148 splits/combo have been processed. ITOS project is being worked on.

Homestead/Transfers – We have received 681 homestead applications and 4391 transfers so far for TY2017.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the September 1, 2016 Regular Meeting.

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

OLD ITEMS

None

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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. Commercial Property 45-Day NOAs PY
 - E. Support Services 45-Day NOAs PY
 - F. Support Services 45-Day NOAs CY

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

Ms. Hegstrom made a motion to approve the following:

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

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

Mr. Boondry 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. Mobile Homes E&R Listing
 2. Homestead E&R Listing

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 – Submitted for Approval of Recommendation
 - A. Residential
 - B. Commercial
 - C. Personal Property

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

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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. Application for Specialized Assessments – Submitted for Approval of Recommendation
 - A. Rehabilitated Historic

2-0032-16-012	J Leander LLC	Approve Preliminary	8/23/16 thru 8/23/18
2-0032-46-018	John Prather	Approve Preliminary	8/25/16 thru 8/25/18
2-0074-04-012	Roscoe W Riley Jr	Approve Preliminary	8/26/16 thru 8/26/18

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

Mr. Boondry made a motion to remove the following:

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

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

REGULAR AGENDA

1. Chief Appraiser Items

- A. Damage Assessment Team Quarterly Update

Patrick Miller gave an update on trainings the Damage Assessment Team has attended. During Tropical Storm Hermine three members of the team were called in to work. The storm was monitored and the team had to go to The Landings and assess the damage caused by tornadoes.

2. Board Member Items

- A. Budget FY16

- B. Mr. Gunter thanked Robbin for sending card to the family of a previous BOA member that recently passed away.

3. Chairman Items

- A. Executive Session

Mr. Boondry made a motion to move in to Executive Session at 8:52 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 9:28 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

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B. BOE Decisions TY16

Mr. Boondry made a motion to approve the following:

Board of Assessors Appeals to Superior Court:

6-0736-01-006	Telfair Logistics Park LLC	TY2016
2-0004-41-004	SOP LP	TY2016
6-0007-01-011	Romine Enterprises L P	TY2016
6-0007-01-014	Romine Enterprises L P	TY2016
7-0017-01-004	Duke Realty Limited Partnership	TY2016
7-0039-01-025	Duke Realty Limited Partnership	TY2016
7-0039-01-028	Duke Realty Limited Partnership	TY2016
7-0039-01-029	Duke Realty Limited Partnership	TY2016
7-0039-01-032	Duke Realty Limited Partnership	TY2016

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

4. Certifications to Superior Court

Mr. Boondry made a motion to approve the following:

A. Board – Submitted for Approval

6-0736-01-006	Telfair Logistics Park LLC	TY2016
2-0004-41-004	SOP LP	TY2016
6-0007-01-011	Romine Enterprises L P	TY2016
6-0007-01-014	Romine Enterprises L P	TY2016
7-0017-01-004	Duke Realty Limited Partnership	TY2016
7-0039-01-025	Duke Realty Limited Partnership	TY2016
7-0039-01-028	Duke Realty Limited Partnership	TY2016
7-0039-01-029	Duke Realty Limited Partnership	TY2016
7-0039-01-032	Duke Realty Limited Partnership	TY2016

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

5. Attorney Items

Mr. Boondry made a motion to approve the following:

B. Proposed Consent Judgments

6-0892-01-038	Gene R. Slivka	TY2015
2-0045-18-001	Tri-Rivers Foods Inc.	TY2015
2-0004-15-011A	21-23 East Bay Street LLC	TY2014
1-0127-04-010	Joyner, George Ruel Jr.	TY2015

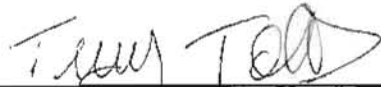
Ms. Ellington seconded. The motion passed with a unanimous vote.

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ADJOURNMENT

Mr. Gunter made a motion to adjourn the meeting at 9:33 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary