

Regular Meeting – September 21, 2017 – 10:30 AM

Page 1

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

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

Mr. Boondry made a motion to add the following to the agenda:  
Chief Appraiser Items: Tyler Conversion Status Update  
Mr. Gunter seconded. The motion passed with a unanimous vote.

#### PERSONNEL RECOGNITION

- A. Staff Recognition:  
Course I: Certification for Assessors: Lindsay Lindorme
- B. Taxpayer Letters: Damage Assessment Team

#### CITIZENS ITEMS

None

#### DIVISION MANAGER STAFF REPORTS

Danielle Jammer reported for GIS/Homestead –765 Homesteads have been applied for and 6227 transfers have been completed to date. 568 PINs have been edited and 137 splits/combo's have been processed.

Lisa Lowrimore reported for Residential – 75% complete with TY2017 appeals. Field reviews for 2018 are 14% complete. Splits are 60% processed.

Stacey Scott reported for Commercial/Personal Property ~ 211 MV appeals – 85% complete. PP Appeals are 69% complete. Commercial Appeals are 60% done. Field Inspections are 33% complete.

Corey Gillenwater reported for Quality Control – We have been able to see the Tyler product and held a quick training to see what it will look like. Progress is being made.

#### APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the September 7, 2017 Regular Meeting.

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

#### OLD ITEMS

None

Regular Meeting – September 21, 2017 – 10:30 AM

Page 2

## CONSENT AGENDA – NEW ITEMS

Mr. Boondry made a motion to approve the following:

1. Application for Exemptions – Submitted for Approval of Recommendation
  - A. Freeport Exemption Listing

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

Mr. Gunter made a motion to approve the following:

2. 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

Ms. Hegstrom seconded. The motion passed with a unanimous vote to approve with corrections.

Mr. Gunter made a motion to approve the following:

3. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Certification
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Non-Homesteaded Mobile Homes
  - B. Approval
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Non-Homesteaded Mobile Homes

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

Mr. Boondry made a motion to approve the following:

4. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Residential
  - B. Error & Releases
    1. Non-Homestead Mobile Homes E&R Listing TY2015
    2. Non-Homestead Mobile Homes E&R Listing TY2016
    3. Non-Homestead Mobile Homes E&R Listing TY2017

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

Mr. Boondry made a motion to approve the following:

5. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
  - A. Residential
  - B. Commercial
  - C. Personal Property
  - D. Motor Vehicles
  - E. Non-homesteaded Mobile Homes

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

## REGULAR AGENDA

1. Chief Appraiser Items

- A. Damage Assessment Team Update – Most of the damage from Hurricane Irma was on Tybee. Our DAT worked with Building & Safety using tablets and a program from CEMA. Information was a live feed so updated information was seen as it was completed. All assessment was completed in one week.
- B. Tyler Conversion Update – We received a response to the memo we sent regarding our Go Live date. Tyler acknowledges that our concerns are valid and that the timeline should be pushed back. We are evaluating the timeline and our calendar to determine the best time for a new Go Live date.

2. Board Member Items

- A. Budget FY 17/18

3. Chairman Items

A. Executive Session

Mr. Boondry made a motion to move in to Executive Session at 10:48 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 11:20 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

4. Attorney Items

Proposed Consent Judgments

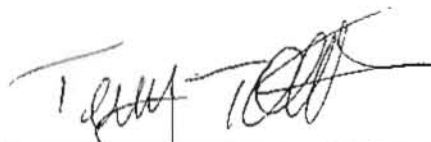
2-0004-41-004	SOP LP	TY2016
2-0004-43-004	Melaver/Barnard-Whitaker LLC	TY2016


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

## ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 11:25 AM.

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

  
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Terry Tolbert, Chairman

  
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James A. Gunter, Secretary