

**BOARD OF ASSESSORS  
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert - Chairman/Chief Assessor  
Thomas Boondry - Vice-Chairman  
James A. Gunter – Secretary  
Dr. Kathryn Martin – Member  
Members Absent: Laura Hegstrom - Excused  
Others Present: Roderick Conley, Chief Appraiser  
Abda Quillian – Legal Counsel  
Stephanie Bridges – Recording Secretary

**PERSONNEL RECOGNITION**

1. Letters from Taxpayers – Selena Staley, Stephanie Bridges

**CITIZENS ITEMS**

None

**DIVISION MANAGER STAFF REPORTS**

**APPROVAL OF MINUTES**

Dr. Martin made a motion to **approve** the following:

**Minutes of the November 7, 2013 Regular Meeting**

Mr. Boondry 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 45-Day NOAs PY – Submitted for Approval of Recommendation
  - B. Real Property 45-Day NOAs PY – Submitted for Approval of Recommendation
  - C. Real Property 30-Day NOAs PY – Submitted for Approval of Recommendation
  - D. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation

Dr. Martin seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to approve the following:

2. 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 Certified Appeal Waivers to the BOE
    1. Residential – Submitted for Approval
    2. Commercial – Submitted for Approval

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

Mr. Gunter made a motion to approve the following:

3. Certifications to the BOE
  - A. Residential – Submitted for Approval

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

Mr. Boondry made a motion to approve the following:

4. Certifications to Superior Court
  - A. Taxpayer – Submitted for Approval
  - B. BOA – Submitted for Approval

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

Dr. Martin made a motion to approve the following:

5. Notification Letter
  - A. TY13 – Submitted for Approval

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

## **REGULAR AGENDA**

### 1. Chief Appraiser Items

- Change Order Status Report – Two of the four components are completed and implemented, the other two are in process
- MRA Training – Market Regression Analysis – will continue to look into this method of appraising to determine if it is something that will be useful for Chatham County
- Preliminary PIN assignments – discussion held, will draw up a list of pros and cons for the board members and meet with heads of other involved departments
- Policy Statements:
  - o Wetlands – updated – This statement was pulled for review by board attorney
  - o Vehicles – new – Mr. Boondry made a motion to accept this policy.  
Dr. Martin seconded. The motion passed with a unanimous vote.

2. Board Member Items  
Budget FY14

3. Chairman Items  
Executive Session  
Board of Equalization Decisions TY13

Mr. Boondry made a motion to move **in to** Executive Session at 11:10 AM to discuss Personnel & Litigation items. Dr. Martin seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move **out of** Executive Session at 11:33 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to **approve** the following:  
Board of Assessors Appeals to Superior Court:

<b>1-0449-01-006</b>	<b>JOSB REALTY LLC</b>	<b>TY2013</b>
<b>9-0006-01-009</b>	<b>AVA ROCKWELL</b>	<b>TY2013</b>
<b>1-0300-03-014</b>	<b>BILLY &amp; PAMELA LEWIS</b>	<b>TY2013</b>
<b>1-0464-01-008</b>	<b>L.R. &amp; GLADYS MARCHANT</b>	<b>TY2013</b>
<b>1-0451-01-008</b>	<b>BETTY HOWARD</b>	<b>TY2013</b>
<b>1-0450-02-001A</b>	<b>JOHN JURGENSEN/SANDRA CARTER</b>	<b>TY2013</b>
<b>1-0449-01-006</b>	<b>EVERETTE &amp; LINDA BOAEN</b>	<b>TY2013</b>
<b>2-1003-01-106</b>	<b>FRIEDMAN-GEORGETOWN LLC</b>	<b>TY2013</b>
<b>2-1003-01-001</b>	<b>FRIEDMAN-GEORGETOWN LLC</b>	<b>TY2013</b>

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

4. Attorney Items

Mr. Boondry made a motion to approve the following:

Proposed Consent Judgments

<b>DONALD E DYCHES</b>	<b>1-1048B-01-022</b>
<b>DYCHES CONSTRUCTION CO</b>	<b>2-0782-04-001</b>

Dr. Martin seconded. The motion passed with a unanimous vote.

5. For Your Information Items  
None

**ADJOURNMENT**

Mr. Boondry made a motion to **adjourn** the meeting at 11:39 AM.  
Dr. Martin seconded. The motion passed with a unanimous vote.

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**Terry Tolbert, Chairman**

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**James A. Gunter, Secretary**