

**BOARD OF ASSESSORS
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert - Chairman/Chief Assessor
Thomas Boondry - Vice-Chairman
James A. Gunter – Secretary
Laura Hegstrom - Member
Dr. Kathryn Martin – 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 addition of the following items to the agenda:
Under Personnel Recognition: Introduction of new employee and Staff Training
Under Chief Appraiser Items: Senior Exemptions Presentation, Online Appeal Status,
Budget Meeting recap, Department of Audits Update and Legislative Changes Update.
Mr. Gunter seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

1. Introduction of New Employee:
Marsha Lindorme
2. Staff Training:
Roderick Conley – IAAO Course – Fundamentals of Mass Appraisals

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Division managers gave reports on status of appeals, transfers, returns.

APPROVAL OF MINUTES

Mr. Gunter made a motion to **approve** the following:
**Minutes of the March 4, 2014 Regular Meeting with the correction of noting that
Dr. Kathryn Martin was present.**
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. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation
 - D. Non-Homesteaded Mobile Home Values – Submitted for Approval of Recommendation

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

Mr. Gunter made a motion to approve the following:

2. Real and Personal Property Exemptions
 - A. Personal Property – Submitted for Approval of Recommendation
 - B. Rehabilitated Historic – Submitted for Approval of Recommendation
 - C. Tax Exempt – Submitted for Approval of Recommendation

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

Dr. Martin made a motion to approve the following:

3. CUVA
 - A. Applications – Submitted for Approval of Recommendation
 - B. Notice of Intent to Breach/Terminate – Submitted for Approval of Recommendation

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

Mr. Boondry made a motion to approve the following:

4. Timber – Submitted for Approval of Recommendation

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

Mr. Boondry made a motion to approve the following:

5. Certification and Approval of Appeal Waivers to the BOE
 - A. Certification of Appeal Waivers to the BOE
 1. Mobile Homes – Submitted for Approval
 - B. Approval of Certified Appeal Waivers to the BOE
 1. Mobile Homes – Submitted for Approval

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

Dr. Martin made a motion to approve the following:

6. Certifications to the Board of Equalization
 - A. Real Property – Submitted for Approval
 - B. Hearing Officer – Submitted for Approval
 - C. Mobile Homes – Submitted for Approval
 - D. Motor Vehicles – Submitted for Approval

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

Mr. Gunter made a motion to approve the following:

7. Certifications to Superior Court
 - A. Taxpayer – Submitted for Approval

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

Mr. Boondry made a motion to approve the following:

8. 299c Removals – Submitted for Approval of Recommendation

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

Mr. Gunter made a motion to approve the following:

9. Notification Letters
 - A. TY13 – Submitted for Approval

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

REGULAR AGENDA

1. Chief Appraiser Items

- Hotel Valuation – there was an issue getting hotel/motel excise report from the city. A report was received, but it did not contain all of the information needed. Abda Quillian says it is okay to sign a memo to the chairman and the board will discuss this issue more during executive session.
- Senior Exemptions Presentation – several staff members gave a presentation to about 50 senior citizens explaining the exemption process and answered questions. Received positive feedback.
- Online Appeal Status – ICS will have a prototype for us this week
- Budget Meeting Recap – budget was approved with the exception of equipment for the board room
- Department of Audits Update – there is an issue with the way the Georgia Department of Audits looks at things. It is very difficult to get answers/explanations from them. Our meeting with them will be around April 1.
- Legislative Changes Update – Maryellen Burner gave status of bills. This is the last day of the session, will know soon which bills passed.

2. Board Member Items

None

3. Chairman Items

Executive Session
Board of Equalization Decisions TY13

Mr. Boondry made a motion to move **in to** Executive Session at 9:19 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 10:14 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

4. Attorney Items

Mr. Boondry made a motion to approve the following:

DISMISSAL OF SUPERIOR COURT APPEALS

128632	IMPERIAL SAVANNAH LP	TY2011
158765	IMPERIAL SAVANNAH LP	TY2011
2-0015-30-055	JOSB REALTY LLC	TY2013

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

Mr. Boondry made a motion to approve the **Contempt Subpoenas** as presented and recommended by legal counsel. Dr. Martin seconded. The motion passed with a unanimous vote.

5. For Your Information Items

None

ADJOURNMENT

Ms. Hegstrom made a motion to **adjourn** the meeting at 9:45 AM.

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

Terry Tolbert, Chairman

James A. Gunter, Secretary