

BOARD OF ASSESSORS CHATHAM COUNTY, GEORGIA

Members Present: Thomas Boondry - Vice-Chairman
James A. Gunter – Secretary
Laura Hegstrom – Member
Dr. Kathryn Martin – Member

Excused Absence: Terry Tolbert – Chairman/Chief Assessor

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

PERSONNEL RECOGNITION

1. Taxpayer Letters
Victoria Schaffer
Tally Peek
Vernetta Harvey
Victoria Schaffer and Tally Peek
2. Staff Training
Course III: Valuation of Personal Property
Eddie Porter
Daniel Jackson
Ashleigh Vandine
Umung Patel
Andy Yonce
3. New Employee
Dan Wiglesworth – Personal Property Appraiser
4. Promotions
Jay Boan – Commercial Supervisor
Lorenzo Albino – Appraiser II

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Division managers gave reports on status of appeals, transfers, and returns. Online appeal process is going smoothly. Mr. Gunter had feedback from a friend about how easy the process is.

APPROVAL OF MINUTES

Mr. Gunter made a motion to **approve** the following:

Minutes of the May 15, 2014 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. Real and Personal Property Assessment Notices
 - A. Personal Property 30-Day NOAs CY – Submitted for Approval of Recommendation
 - B. Personal Property 45-Day NOAs CY – Submitted for Approval of Recommendation
 - C. Personal Property 45-Day NOAs PY – Submitted for Approval of Recommendation
 - D. Non-Homesteaded Mobile Homes – Submitted for Approval of Recommendation
 - E. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation

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

Before a motion was made on the following, Abda Quillian disclosed the fact that she has a client involved with the Savannah State Foundation. She wants it known that she did not make any recommendations to the staff or board members regarding the request for tax exemption.

Dr. Martin 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 Properties – Submitted for Approval of Recommendation

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

Mr. Gunter made a motion to approve the following:

3. CUVA
 - A. Applications – Submitted for Approval of Recommendation

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

Dr. Martin made a motion to approve the following:

4. Timber
 - B. Applications – Submitted for Approval of Recommendation

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

5. Certification and Approval of Appeal Waivers to the BOE
Mr. Gunter made a motion to approve the following:
- A. Certification of Appeal Waivers to the BOE
 1. Mobile Home – Submitted for Approval
 2. Motor Vehicles – Submitted for Approval
- Dr. Martin seconded. The motion passed with a unanimous vote.

- Dr. Martin made a motion to approve the following:
- B. Approval of Certified Appeal Waivers to the BOE
 1. Mobile Home – Submitted for Approval
 2. Motor Vehicles – Submitted for Approval
- Mr. Gunter seconded. The motion passed with a unanimous vote.

- Ms. Hegstrom made a motion to approve the following:
6. Certifications to the Board of Equalization
- A. Motor Vehicles – Submitted for Approval
 - B. Mobile Homes – Submitted for Approval
- Dr. Martin 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.

REGULAR AGENDA

1. Chief Appraiser Items
 - Policy Statement: Real Property Homestead Exemption – complete revision
Dr. Martin made a motion to approve the above. Ms. Hegstrom seconded. The motion passed with a unanimous vote.
 - Policy Statement: Stephens-Day Homestead Exemption – updated
Mr. Gunter made a motion to approve the above. Dr. Martin seconded. The motion passed with a unanimous vote.
 - Appeal Status – as of today we have 3216 appeals. This is 56% of last year's total, with 61% being filed online.
 - Homestead Audit Status – conference call taking place tomorrow. Mr. Conley is hoping the audit will take place in house.
 - Tax Commissioners Homestead Exemption Request – Mr. Powers received a request from a taxpayer to have their homestead exemption reinstated. Our office has asked the taxpayer to supply documentation. We have not received any documentation and therefore our recommendation is to NOT approve the request. If we get requested papers we will revisit the matter.

- Dry Trash – there has been no increase in dry trash fees, however the property list being used has been updated and added approximately 600 properties.
- Chamber of Commerce Breakfast – Rod, Tommy and Dr. Martin attended the breakfast. It was a small group of people and all found the event to be interesting.
- City of Savannah – Freeport Exemption – the city of Savannah has passed this and will be phasing in the exemption over a five year period. Will affect 108 properties.
- MBA Luncheon Presentation – (Mortgage Bankers Association) – This group had a luncheon meeting and asked some of our staff to speak and answer questions. An overview of our office along with key dates was shared with attendees. The member wants to be able to give their clients key information at closings and found the presentation helpful.

2. Board Member Items

None

3. Chairman Items

Mr. Gunter made a motion to move **in to** Executive Session at 9:00 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to move **out of** Executive Session at 9:15 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

4. Attorney Items

None

5. For Your Information Items

None

ADJOURNMENT

Dr. Martin made a motion to **adjourn** the meeting at 9:17 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Tommy Boondry, Vice Chairman

James A. Gunter, Secretary