

**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: Stacey Scott – Assistant Deputy Chief - Commercial/Personal Property
Lisa Lowrimore – Assistant Deputy Chief - Residential
Abda Quillian – Legal Counsel
Stephanie Bridges – Recording Secretary

PERSONNEL RECOGNITION

1. Taxpayer Letters
Staff
Mark Thomas
Tony Sanders
2. Staff Training
IAAO Course 311 – Roderick Conley
3. Promotions
Arthur Cummings to Commercial Appraiser IV

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Division managers gave reports on status of appeals, transfers, homestead exemptions and new PINs.

APPROVAL OF MINUTES

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

Minutes of the July 17, 2014 Regular Meeting

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Dr. Martin 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. Residential Property 45-Day NOAs CY – Submitted for Approval of Recommendation
 - E. Non-Homesteaded Mobile Homes – Submitted for Approval of Recommendation
 - F. Motor Vehicle Appeal Values – Submitted for Approval of Recommendation

Mr. Boondry 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 Properties – Submitted for Approval of Recommendation

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

Mr. Boondry made a motion to approve the following:

3. 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
 3. Non-Homesteaded – Submitted for Approval
 - B. Approval of Certified Appeal Waivers to the BOE
 1. Residential – Submitted for Approval
 2. Commercial – Submitted for Approval
 3. Non-Homesteaded – Submitted for Approval

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

Mr. Boondry made a motion to approve the following:

4. Certifications to the Board of Equalization
 - A. Residential – Submitted for Approval
 - B. Commercial – Submitted for Approval
 - C. Personal Property – Submitted for Approval

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

Dr. Martin made a motion to approve the following:

5. Notification Letters
 - A. TY12 – Submitted for Approval
 - B. TY13 – Submitted for Approval
 - C. TY14 – Submitted for Approval

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

Mr. Boondry made a motion to approve the following:

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

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

REGULAR AGENDA

1. Chief Appraiser Items

- Chatham County 2013 Sales Ratio Study – Results from the department of audits, we are at 40.22 – did well
- Digest Submission – The digest was submitted last week. All information was great and in order. The one problem is that the printed digest from the Tax Commissioners Office will not be ready until September. This should be submitted at the same time. The reason it is not is because of the adoption of the millage rates. A meeting was had with the TCO to try and find a solution to this problem. Some options are to request an extension from the DOR for filing our Digest and to move up adoption of millage rates. The timing on getting information from the School Board is a stumbling block to approving the millage rate earlier. Abda Quillian feels some of the options are unacceptable. She feels there should be a meeting with her, Roderick Conley, the County Commissioners and the County Manager
- Annual Report – Working Document has been sent to all BOA members. Art Gunter says it is very nice and looks good. They gave the okay for us to send it to the County Commissioners.

2. Board Member Items

None

3. Chairman Items

Mr. Boondry made a motion to move **in to** Executive Session at 8:46 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move **out of** Executive Session at 9:03 AM. Mr. Gunter 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 9:05 AM.
Mr. Gunter seconded. The motion passed with a unanimous vote.

Terry Tolbert, Chairman

James A. Gunter, Secretary