

**BOARD OF ASSESSORS
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert – Chairman
Tommy 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

PERSONNEL RECOGNITION

I. Staff Training

Appraiser I
Marsha Lindorne
Dan Wiglesworth

Appraiser II
Lorenzo Albino

Appraiser III
Andy Yonce
Amie Quinney
Daniel Jackson
Leanne Riner

Income Approach to Value
Mark Thomas

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Division managers gave reports on status of appeals, transfers, homestead exemptions and new PINs. All commercial and residential appeals have been certified to the board of equalization. Sales reviews are ongoing. Permits are being worked.

APPROVAL OF MINUTES

Dr. Martin made a motion to approve the following:

Minutes of the January 22, 2015 Regular Meeting.

Mr. Gunter 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 PY – Submitted for Approval of Recommendation
 - B. Personal Property 45-Day NOAs PY – Submitted for Approval of Recommendation
 - C. Non-Homesteaded Mobile Homes PY – Submitted for Approval of Recommendation
 - D. Non-Homesteaded Mobile Homes CY – Submitted for Approval of Recommendation
 - E. Motor Vehicle Appeals – Submitted for Approval of Recommendation

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

Dr. Martin made a motion to approve the following:

Mr. Tolbert questioned whether or not the church using a parking lot, had to be the same church that owned the parking lot. Carol Osborne clarified the law on this matter.

2. Real and Personal Property Exemptions
 - A. Tax Exempt Properties – Submitted for Approval of Recommendation

2-0031-33-003	Vineyard of Christ in God	Approve for TY2014
2-0065-14-010	Christ Church Anglican Inc.	Approve for TY2014
2-0065-14-011	Christ Church Anglican Inc.	Approve for TY2014
2-0073-33-007	New Beginnings Baptist Church	Approve for TY2015
2-0101-06-010	Urban Christian Academy Inc.	Approve for TY2014
2-0111-04-004	Trinity Foundation Ministry Baptist Church	Approve for TY2015
2-0136-06-014	Southside Baptist Church of Savannah	Approve for TY2015
6-0990C-03-010	Savannah District Methodist Bd of Missions	Approve for TY2014
 - B. Rehabilitated Historic – Submitted for Approval of Recommendation

2-0042-20-006	Final Certification	Approval for TY 1/1/13 thru 1/1/21
2-0015-23-003	Preliminary Certification	Approval for TY 1/8/15 thru 1/8/17
2-0004-30-005	Preliminary Certification	Approval for TY 12/18/14 thru 12/18/16
 - C. Real Property – Homestead Listing – Submitted for Approval of Recommendation

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

Ms. Hegstrom 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
 - B. Approval of Certified Appeal Waivers to the BOE
 1. Residential – Submitted for Approval

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

REGULAR AGENDA

1. Chief Appraiser Items

- Mr. Boondry made a motion to approve the following:
Policy Statement: Copier Cash Policy – Total Revision
Ms. Hegstrom seconded. The motion passed with a unanimous vote.
- Stephens-Day Review Letter – copy of letter is attached. There are 85 taxpayers that will receive the letter. We are in the process of correcting old errors. Abda doesn't think we will be able to raise Stephens-Day value.
- Homestead Review update – met with County Manager again and provided them with the information he requested. PR campaign was talked about. Our office will draft a letter for approval. It needs to be decided when the letter will be mailed – options are to mail with the NOAs (not sure if taxpayers will read it, or it could cause a great increase in the number of appeals) or to mail it in July after the appeal deadline. If they are mailed with notices it would cost \$4000. If mailed in July cost would be \$30,000. The board decided to ask for the extra money in the budget and mail the letter in July.
- March meeting schedule – due to the fact that two board members will be in training and Dr. Martin will be unable to attend the meeting, there will be one board meeting in March. – It will take place on March 12.
- Instructional Video Status – process has been started.
- Requested 2015/2016 Departmental Budget – Robbin Bowen presented the budget to the board members. Questions about items for fleet and the state of our current vehicles were asked and answered. \$30,000 will be added for additional mailing and budget will be submitted for approval.
- Commission workshop – tentative date – Feb. 19, 2015 – This will be rescheduled for some time in March.

2. Board Member Items Budget FY14

3. Chairman Items

- Executive Session
Mr. Boondry made a motion to move in to Executive Session at 9:22 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 9:43AM. Mr. Gunter seconded. The motion passed with a unanimous vote.
- BOE Decisions TY14
Mr. Boondry made a motion to appeal the following to Superior Court:

2-0065-15-003	Sisters Court Limited Partnership	TY2014
2-0863-01-002	SSF Savannah Properties LLC	TY2014

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

4. Certifications to Superior Court

Mr. Boondry made a motion to approve the following:

A. BOA – Submitted for Approval

2-0065-15-003 Sisters Court Limited Partnership TY2014

2-0863-01-002 SSF Savannah Properties LLC TY2014

B. Taxpayer – Submitted for Approval

4-0004-03-019 Adam & Joan Gnall TY2014

2-0004-19-005 Chisholm & Chisholm-Sadler, Elsie TY2014

2-0032-42-012 Douglas Stutzman TY2014

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

5. Attorney Items


None

6. For Your Information Items


None

ADJOURNMENT

Dr. Martin made a motion to **adjourn** the meeting at 9:47 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary