

**BOARD OF ASSESSORS
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert -- Chairman
Tommy Boondry -- Vice Chairman
James A. Gunter -- Secretary
Laura Hegstrom -- Member
Members Absent: 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. Personnel Recognition
Taxpayer Recognition -- Selena Staley

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

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

Minutes of the February 5, 2015 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 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 Appeal Values – Submitted for Approval of Recommendation

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

Ms. Hegstrom made a motion to approve the following:

2. Real and Personal Property Exemptions
 - A. Rehabilitated Historic – Submitted for Approval of Recommendation
2-0065-19-005 Preliminary Certification Approval for TY 1/22/15 thru 1/22/17
 - B. Personal Property – Submitted for Approval of Recommendation
 - C. Real Property – Mapping Corrections – Submitted for Approval of Recommendation
 - D. Real Property – Homestead Listing – Submitted for Approval of Recommendation

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

Ms. Hegstrom made a motion to approve the following:

3. Certifications to the Board of Equalization
 - A. Personal Property TY2012 – Submitted for Approval
 - B. Personal Property TY2013 – Submitted for Approval
 - C. Personal Property TY2014 – Submitted for Approval
 - D. Mobile Homes – Submitted for Approval
 - E. Motor Vehicles TY2014 – Submitted for Approval
 - F. Motor Vehicles TY2015 – Submitted for Approval

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

Ms. Hegstrom made a motion to approve the following:

4. 299c Removals – Submitted for Approval of Recommendation

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

REGULAR AGENDA

1. Chief Appraiser Items

Homestead Review Letter Approval – Rod would like for the board to approve the letter. He will then show it to the County Manager again. Questions were raised about how we will get to the ‘problem’ homestead exemptions. Ms. Hegstrom suggested rewording the last paragraph so that all taxpayers will not feel the need to contact our office. (letter is attached to the end of the minutes)

Digest Value Memo – memo was written to inform county staff that values are not yet final for the 2015 Digest. Mr. Boondry moved to approve the memo. Ms. Hegstrom seconded and approval of the memo passed with a unanimous vote. (memo is attached to the end of the minutes)

Tyler Kick-off Meeting Recap – meeting was held earlier this week with a project manager from Tyler and the Tax Commissioners office. Our conversion will start in 2016 with us going live in 2017.

Commission Workshop Recap – our office presented information on Homestead and SAGIS. Board members were given copies of the PowerPoint presentations we presented.

2. Board Member Items Budget FY14

3. Chairman Items

Executive Session

Mr. Boondry made a motion to move **in to** Executive Session at 8:55 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 9:22AM.

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

BOE Decisions TY14

4. Certifications to Superior Court

Mr. Gunter made a motion to approve the following:

Taxpayer – Submitted for Approval

1-0747-05-006	Highlands at Brandlewood LP	TY2014
161077	Kevin R. Quinn	TY2014
167317	Care Fusion Solutions LLC	TY2014
167317	Care Fusion Solutions LLC	TY2013
2-0004-07-001	Inland American Lodging Savannah	TY2014

2-0004-13-008	IA Lodging Savannah Barnard LLC	TY2014
2-0015-29-009	Steven & Jerald Scheer	TY2014
2-0032-13-008	Charles Caldwell	TY2014
2-0984-01-041L	Apple Eight SPE Savannah	TY2014
2-1034-01-040	JAM Hospitality	TY2014
5-1010F-07-002	Harmony Greene Limited Partnership	TY2014
2-0075-09-001	Bowman & Thompson, Stephen/Chris	TY2014
1-0082-01-007	Acker, Christopher & Anne	TY2014
2-0713-01-003	McDonald Georgia Commerce Center	TY2014

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

5. Attorney Items

Proposed Consent Judgments

Mr. Boondry made a motion to approve the following:

1-1009C-02-059	Abbott, Reginald & Donna	TY2013
2-0075-13-015	Long, Rudd McClellan	TY2013
2-0075-13-015	Long, Rudd McClellan	TY2014

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

6. For Your Information Items

None

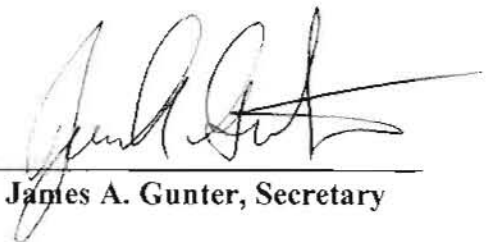
ADJOURNMENT

Ms. Hegstrom made a motion to **adjourn** the meeting at 9:25 AM.

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



Terry Tolbert, Chairman



James A. Gunter, Secretary



Chatham County Board of Assessors

DATE: 2-24-2015

TO: County Department Heads
Elected Officials

THRU: Board of Assessors
Abda Quillian, Attorney to the Board of Assessors
Lee Smith, County Manager

RE: LAND DEVELOPMENT OFFICE SOFTWARE

It is the request of the Board of Assessors (BOA) that all County Staff refrain from the use, sharing, etc. of working values or values under development of the current digest year until such time as issues/problems associated with the LAND DEVELOPMENT OFFICE software can be resolved. For purposes of this communication, county staff shall include those county employees that fall under the direction of the County Manager. Upon approval by the BOA, final digest values will be available, as requested, to county/municipal officials as well as authorized elected officials.

Use of digest values outside the above described parameters will be considered unauthorized. Questions or concerns regarding this matter may be directed to the BOA. Your cooperation in adhering to this request is greatly appreciated.

Roderick Conley
Chief Appraiser



Chatham County Board of Assessors

HOMESTEAD EXEMPTION REVIEW NOTICE

Date: July 1, 2015

Name or Current Occupant
Address
City, State, Zip

RE: Parcel Number

Dear Taxpayer:

The Chatham County Board of Assessors may be conducting a review of homesteaded properties to ensure that only persons eligible for a homestead are receiving the exemption. You are receiving this notice because our records indicate that you are receiving homestead or have received homestead.

The Homestead Exemption allows a property owner who occupies the property as his or her "homestead" to receive a reduction in the amount of property tax levied on the property. A "homestead" as defined in O.C.G.A 48-5-40 (3) means the real property owned by and in possession of the applicant on January 1 of the taxable year and upon which the applicant resides including, but not limited to, the land immediately surrounding the residence to which the applicant has the right of possession under a bona fide claim of ownership. To file for homestead exemption in Chatham County, GA, the owner who occupies the property on January 1st of the tax year in which they are applying must complete a homestead application and provide the required documentation.

In anticipation of the future review, it is important that only the appropriate parties are receiving homestead at their permanent place of residence. An applicant and spouse may not claim similar tax exemptions, deductions, or credits on more than one residence or in another state while claiming homestead exemption in Chatham County, GA. The review findings will assist us in determining if the applicant should retain their homestead exemption or be subject to exemption removal for that current year and two prior years. In addition to homestead, Chatham County has a local Stephen's/ Day exemption that may be affected should the homestead be removed.

In an effort to provide adequate response time, please contact our office no later than December 31, 2015. Should there be any discrepancies with your homestead exemption, you may reach us at (***) ***-**** between 9am to 5pm, Monday through Friday. Our website for additional homestead information is boa.chathamcounty.org.

Thank you for your attention in this matter.

Homestead Review Team
CHATHAM COUNTY
BOARD OF ASSESSORS