

**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

Mr. Gunter made a motion to add recommended budget to Chief Appraiser Items and to move the work session before VIII. Regular Agenda. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

None

CITIZEN ITEMS

None

DIVISION MANAGER STAFF REPORTS

Included in work session presentation.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the April 30, 2015 Regular Meeting.

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

None

WORK SESSION

A PowerPoint presentation was given by supervisors. Information presented dealt with the status of 2015 goals and what the goals and plans for the Board of Assessors office are for 2016. The major goal is the start of transitioning to a new CAMA system.

All board members appreciated the presentation saying that it is a good way for them to see what is happening in the office all at one time.

Mr. Tolbert questioned the increase in sales. It was explained that most of the value increase was from commercial/industrial property, not residential.

There was some discussion on the future of field technology for use by appraisers. It was explained that all options are being looked at and that once we have converted to our new CAMA system some decisions will be made.

REGULAR AGENDA

1. Chief Appraiser Items

- Policy Statement: Fundraising – Cash Receipt and Custody Procedure
This policy deals with cash handling procedures for fundraising in the office. We have three fundraising funds: flowers for sick employees, United Way and Holiday Fund. They are overseen by different staff members. This policy has plenty of safeguards in place to avoid any problems.
Ms. Hegstrom made a motion to approve the Policy Statement. Mr. Gunter seconded. The motion passed with a unanimous vote.
- Recommended Budget – There were no changes to the recommended budget for our department. The county commission will vote to adopt at the June 26, 2015 meeting.

2. Board Member Items Budget FY14

3. Chairman Items

- Executive Session
Mr. Boondry made a motion to move **in to** Executive Session at 9:00 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 9:30 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to return to Executive Session at 9:32 A.M. to discuss personnel issues. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move **out** of Executive Session at 9:38 A.M. Mr. Gunter seconded. The motion passed with a unanimous vote.

- 4. Certifications to Superior Court
 - Taxpayer – Submitted for Approval
 Mr. Boondry made a motion to approve the Certifications to Superior Court. Ms. Hegstrom seconded. The motion passed with a unanimous vote.


- 5. Attorney Items
 - Mr. Boondry made a motion to approve the following Proposed Consent Judgment –
 - 1-0991-07-002
 - 2-0075-09-001
 - 2-0490-05-062
 - 2-0531-01-032G
 - 2-0595-08-013
 - 2-0740-01-014

Ms. Hegstrom 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 9:40 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary