

**BOARD OF ASSESSORS  
CHATHAM COUNTY, GEORGIA**

Members Present: Terry Tolbert – Chairman  
Tommy Boondry – Vice Chairman  
James A. Gunter – Secretary  
Laura Hegstrom – Member

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

**PERSONNEL RECOGNITION**  
Taxpayer Letter – Carol Osborne

**CITIZEN ITEMS**  
None

**DIVISION MANAGER STAFF REPORTS**

Lisa Lowrimore reported for Residential Division – First week of BOE hearings is done. We have closed 1057 appeals

Corey Gillenwater reported for Quality Control/IT/ – Department is assisting with requests for data. Taking care of technical issues here and at BOE. Keeping in contact with Tyler rep about answering questions and defining our processes.

Stacey Scott reported for Commercial and Personal Property – MV appeals are 81% done. Personal Property appeals are 94% done and Commercial appeals are 67% done. They are done with 45% of field inspections.

Angela Watkins reported for Support Services – For Tax Year 2016 – 5427 Transfers have been processed and we have received 748 Homestead Applications

**APPROVAL OF MINUTES**

Mr. Gunter made a motion to approve the following with corrections:

**Minutes of the August 20, 2015 Regular Meeting.**

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

**OLD ITEMS**  
None

### CONSENT AGENDA – NEW ITEMS

Stacey Scott explained that codes have been updated for 45-Day NOAs to include MU for multiple codes.  
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 PY – Submitted for Approval of Recommendation
  - C. Personal Property 45-Day NOAs CY – Submitted for Approval of Recommendation
  - D. Real Property 45-Day NOAs CY – Submitted for Approval of Recommendation
  - E. Non-Homesteaded MH 45-Day NOAs CY – Submitted for Approval of Recommendation
  - F. 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. Personal Property – Submitted for Approval of Recommendation
  - B. Tax Exempt Properties – Submitted for Approval of Recommendation
    - 2-0015-33-001A Small Business Assistance Corp. Approval effective TY2015
    - 6-0009-02-011 Frank Baker Lodge & Garden City Approval effective TY2014
    - 8-0004-01-026 Richard Turner Lodge Approval effective TY2014
  - C. Support Service E&Rs – 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. 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
  - B. Approval of Appeal Waivers to the BOE
    1. Residential – Submitted for Approval
    2. Commercial – Submitted for Approval

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

Mr. Gunter 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
  - D. Motor Vehicles – Submitted for Approval

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

Mr. Gunter made a motion to approve the following:

5. Notification Letters – Submitted for Approval of Recommendation

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

## REGULAR AGENDA

### 1. Chief Appraiser Items

- IAS World (Tyler) User Group Meeting – HB202 – Tyler will be holding a meeting the end of September to discuss updating their product to comply with the changes in HB202. Several staff members will attend the meeting.
- 2014 Digest Approval from the DOR – We have received the final digest approval for TY2014 from the Department of Revenue.
- CEMA – New Director (Dennis Jones)
  - Desktop Exercises (8-25-15)
  - Upcoming Exercises
  - Storm Updates

Maryellen Burner, Wade Roberts and Patrick Miller reported on the desktop exercises held by CEMA for county employees. They were able to hear from other areas and what they do and the sharing of information was informative. Wade mentioned that if we are ordered out of town that we (the Disaster Assistance Team) are supposed to each have enough food and water to support themselves for three days. Patrick mentioned the possibility of having the department supply food and water for DAT members. It was mentioned for Mr. Conley to send emails to Mr. Gunter who will then forward them to the rest of the board members. Board members would like a copy of our Disaster Plan. Mr. Conley mentioned that having a P-card would come in handy for disaster situations.

It was stressed that everyone remember that we will have advance notice of a storm and to make sure you take care of your personal items and family first.

### 2. Board Member Items

- Budget FY15

### 3. Chairman Items

- Executive Session

Mr. Boondry made a motion to move **in** to Executive Session at 8:41 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 9:19 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

4. Attorney Items

Mr. Boondry made a motion to approve the following:

Proposed Consent Judgments

170616	A&C Gold and Diamonds	TY2014
7-0906-04-057	Greenland Developers Inc.	TY2014
7-0906-04-058	Greenland Developers Inc.	TY2014
7-0906-04-059	Greenland Developers Inc.	TY2014
7-0906-04-060	Greenland Developers Inc.	TY2014
7-0906-04-061	Greenland Developers Inc.	TY2014

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

5. For Your Information Items

None

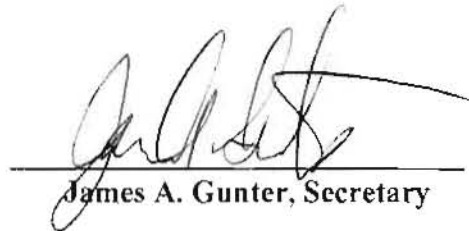
**ADJOURNMENT**

Ms. Hegstrom made a motion to adjourn the meeting at 9:22 AM.

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



Terry Tolbert, Chairman



James A. Gunter, Secretary