

**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**

1. Taxpayer Letter – Vern Harvey
2. Staff Training –
  - Course I: Certification for Assessors Ophelia Allen
  - Georgia Assessment Administration Andrea Wilson
  - Course III: Valuation of Personal Property Stephanie Bridges  
Jonathan Eady  
Marsha Lindorme  
Julie Marine  
Kennedy Moreno  
Carol Osborne
  - Review of Income Approach Leanne Riner  
Eddie Porter  
Daniel Jackson  
Arthur Cummings  
Tally Peek  
Andy Yonce  
Amie Bogle  
Andrea Butler

**CITIZEN ITEMS**  
None

### DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for Commercial and Personal Property – MV appeals are 76% done. Personal Property appeals are 94% done and Commercial appeals are 80% done. They are done with 47% of field inspections. Sales review is 9% complete and permits are 22% complete

Corey Gillenwater reported for Quality Control/IT/ – Department is assisting with requests for data. Taking care of technical issues here and at BOE. The Tyler rep will be here next week to conduct appeal procedure GAP interviews.

Lisa Lowrimore reported for Residential Division – Residential appeals are 35% complete. Have started sales review for next year.

Angela Watkins reported for Support Services – For Tax Year 2016 – 6169 Transfers have been processed and we have received 790 Homestead Applications

### APPROVAL OF MINUTES

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

**Minutes of the September 3, 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 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. Support Service 45-Day NOAs CY – Submitted for Approval of Recommendation
  - F. Non-Homesteaded MH 45-Day NOAs PY – Submitted for Approval of Recommendation
  - G. Non-Homesteaded MH 45-Day NOAs CY – Submitted for Approval of Recommendation
  - H. 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
    - 2-0129-05-017 Church of Christ at Carver Heights Approval for TY2015
    - 2-0129-05-018 Church of Christ at Carver Heights Approval for TY2015
  - 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

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

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

Ms. Hegstrom made a motion to approve the following:

5. Certifications to Hearing Officer – Submitted for Approval

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

Mr. Boondry made a motion to approve the following:

6. Notification Letters – Submitted for Approval of Recommendation

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

## REGULAR AGENDA

1. Chief Appraiser Items
  - Policy Statement: Staff Administration – New – This policy statement will be moved to a future agenda.

2. Board Member Items

- Budget FY15

3. Chairman Items

- Executive Session

Mr. Boondry made a motion to move **into** Executive Session at 8:40 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 9:00 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

- BOE Decisions TY2015

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

Board of Assessors Appeals to Superior Court:

**2-0792-01-004D                      Hwy 17S Properties Inc.                      TY2015**

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

4. Certifications to Superior Court

Mr. Boondry made a motion to approve the following:

Proposed Consent Judgments

- A. Taxpayer – Submitted for Approval

**1-0318-01-006                      Miriam L. Diamond                      TY2015**

- B. BOA – Submitted for Approval

**2-0792-01-004D                      Hwy 17S Properties Inc.                      TY2015**

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

5. Attorney Items

Mr. Boondry made a motion to approve the following:

Proposed Consent Judgments

**1-0082-01-007                      Acker, Christopher & Anne                      TY2014**

**1-1029-04-002                      Vedang S Inc.                      TY2014**

**2-0004-13-008                      JA Lodging Savannah Barnard LLC                      TY2014**

**2-0004-07-001                      Inland American Lodging Savannah                      TY2014**


**5-1010F-07-002                      Harmony Greene Limited Partnership                      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 9:05 AM.  
Mr. Gunter seconded. The motion passed with a unanimous vote.

  
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Terry Tolbert, Chairman

  
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James A. Gunter, Secretary