

Regular Meeting – October 15, 2015

8:30 AM

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## **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  
Ophelia Allen – Acting Recording Secretary  
Abda Quillian – Legal Counsel

A motion was made by Tommy Boondry and seconded by Laura Hegstrom to add the introduction of a new employee to the agenda. The motion passed with a unanimous vote.

### **PERSONNEL RECOGNITION**

1. Staff Training:
- |                     |  |
|---------------------|--|
| Appraiser II Exam:  | Jonathan Eady<br>Jill Studer<br>Corey Gillenwater                |
| Appraiser III Exam: | Andy Yonce<br>Daniel Jackson<br>Andrea Butler<br>Arthur Cummings |
| Appraiser IV Exam:  | Andy Yonce   |

2. New Employee – Corey Hollinger

### **CITIZEN ITEMS**

#### **BOA Consideration**

Liberty Woods International – Freeport Exemption Denial

Paperwork was postmarked by the Post Office on April 2. Phyllis Byrne was requesting an exception since the mail was metered in their office on April 1. We must use official postmark date. Abda Quillian recommended denying their request. A letter will be mailed to taxpayer.

### **DIVISION MANAGER STAFF REPORTS**

Angela Watkins reported for Support Services – For Tax Year 2016 – 7378 Transfers have been processed and we have received 950 Homestead Applications

Stacey Scott reported for Commercial and Personal Property – MV appeals are 86% done. Personal Property appeals are 95% done and Commercial appeals have all been certified to the BOE.

Lisa Lowrimore reported for Residential Division – 320 appeals are currently scheduled for BOE hearings. 1764 are closed. 201 Sales reviews for TY16 have been done. 9620 Field reviews have been completed.

Corey Gillenwater reported for Quality Control/IT/ – Department is assisting with requests for reports for taxpayers. They are assisting taxpayers with using the public search features. Tyler GAP interviews have been completed for Personal Property.

### APPROVAL OF MINUTES

Ms. Hegstrom made a motion to **approve** the following with corrections:

#### **Minutes of the October 1, 2015 Regular Meeting.**

Mr. Gunter 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

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

Ms. Hegstrom made a motion to approve the following:

2. Real and Personal Property Exemptions
  - A. Capital Improvements – Submitted for Approval of Recommendation
  - B. Personal Property – Submitted for Approval of Recommendation
  - C. Commercial E&R Listing – Submitted for Approval of Recommendation
  - D. Support Service E&Rs – Submitted for Approval of Recommendation

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

Mr. Boondry 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. Motor Vehicle – Submitted for Approval

Mr. Boondry 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

- HB202 discussion / Tyler – Rod and Tobe attended a Tyler User Group meeting dealing with changes needed to reports and processes due to changes to HB202. Tyler is making a push for counties to be more uniform in the use of reports (ie: sales ratio study). Processes are different for individual counties, so this is an issue Rod is keeping tabs on.
- Gulfstream Aerospace Retiree Club – They have invited our office to a luncheon they are having on January 5. They would like information for homeowners on homestead exemptions and motor vehicle ad valorem taxes.
- Revised Budget Process/Procedures for 2016 – The County has implemented three phases for submitting information/requests for the budget. Phase 1 is CIP requests, (Capital Improvement Program), deadline is October 25. We are looking at field mobility/technology which includes tablets and docking stations. Phase 2 is Personnel and Department Organizational Requests/Salaries. Phase 3 are individual line items. We will be receiving our budget packets in January with the budget to go before the commission in May.

### 2. Board Member Items

- Budget FY15

### 3. Chairman Items

- Executive Session

Mr. Boondry made a motion to move **into** Executive Session at 8:52 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to move **out of** Executive Session at 9:18 AM. Mr. Boondry 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:

2-0003-06-003	First Rhode Island LLC	TY2015
2-0005-18-001	Platt, Audrey D Rhangos	TY2015
2-0013-04-002	Rusmar LLC	TY2015
2-0045-06-030	Ward, Justin	TY2015
2-0055-25-016	GBU Management LLC	TY2015
2-0063-20-023	GBU Construction LLC	TY2015
2-0074-27-008	Simon, William M & Emma	TY2015
5-0022-01-002B	Dasher Management LLC	TY2015
5-0022-01-002E	Dasher Management LLC	TY2015
5-0987-07-029	Vernon River Properties LLC	TY2015
5-1013-01-017	Dasher Management LLC	TY2015
5-1013-01-019	Dasher Management LLC	TY2015
5-1013-01-020	Dasher Management LLC	TY2015
6-0892-01-038	Slivka, Gene R	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:

A. Taxpayer – Submitted for Approval

1-1008-02-087	Southbridge Investments LLC	TY2015
2-0004-38-003	Joyner, George R Sr. & Sarah	TY2015
2-0016-15-012	New Broughton Street LLC	TY2015
2-0021-02-047	Affordable Housing of Low Country	TY2015
2-0021-02-048	Affordable Housing of Low Country	TY2015
2-0642-01-029	Harvest Savannah LLC	TY2015
5-0022-01-002B	Dasher Management LLC	TY2015
5-0022-01-002E	Dasher Management LLC	TY2015
5-1013-01-017	Dasher Management LLC	TY2015
5-1013-01-019	Dasher Management LLC	TY2015
5-1013-01-020	Dasher Management LLC	TY2015
5-1013-01-021	Dasher Management LLC	TY2015

B. BOA – Submitted for Approval

2-0003-06-003	First Rhode Island LLC	TY2015
2-0005-18-001	Platt, Audrey D Rhangos	TY2015
2-0013-04-002	Rusmar LLC	TY2015
2-0045-06-030	Ward, Justin	TY2015
2-0055-25-016	GBU Management LLC	TY2015
2-0063-20-023	GBU Construction LLC	TY2015
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5-1013-01-019	Dasher Management LLC	TY2015
5-1013-01-020	Dasher Management LLC	TY2015
6-0892-01-038	Slivka, Gene R	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

2-0004-12-004	423 East River Street LLC	TY2007
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

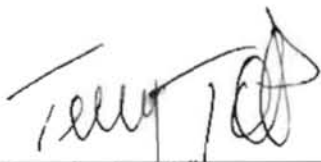
6. For Your Information Items

None

**ADJOURNMENT**

Ms. Hegstrom made a motion to **adjourn** the meeting at 9:55 AM.

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



Terry Tolbert, Chairman



James A. Gunter, Secretary