



Regular Meeting – July 7, 2016 - 8:30 AM

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**Members Present:** Terry Tolbert – Chairman  
Tommy Boondry – Vice Chairman  
James A. Gunter – Secretary  
Laura Hegstrom – Member  
Betty W. Ellington - Member

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

#### PERSONNEL RECOGNITION

A. Taxpayer Letters: Lynn Newland  
Stephanie Bridges

B. Special Recognition: Art Gunter – Honorary Ranger

C. Staff Promotion: Fawndreta Cain – Senior Quality Control Technician

#### CITIZENS ITEMS

None

#### DIVISION MANAGER STAFF REPORTS

Corey Gillenwater reported for Quality Control – QC is busy with digest preparation. Online Market Analysis program is up and running. Online appeal module worked well this year. In the process of working on online NOAs.

Stacey Scott reported for Commercial/Personal Property – Personal Property appeals are 23% complete, Commercial appeals are 11% complete. Field Inspections are 16% complete.

Heidi Harris reported for Mapping – 261 new PINs have been created for 2017. 125 splits/combos have been completed.

Julie Marine reported for Residential – Appeals are being processed.

Carol Osborne reported for Homestead/Transfers – 2127 Transfers for TY2017, this up 263 from TY2016. 400 Homesteads taken for TY2017

Stephanie Bridges reported on appeals received – We have received 4479 appeals so far. 59% have been received online. Residential – 3064; Commercial – 929; Personal Property – 486. Our total for TY2016 is 95% of TY2015

#### APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the June 16, 2016 Regular Meeting.

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

#### OLD ITEMS

None

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## CONSENT AGENDA – NEW ITEMS

Ms. Hegstrom made a motion to approve the following:

1. Assessment Notices – Submitted for Approval of Recommendation
  - A. Personal Property 30-Day NOAs PY
  - B. Personal Property 30-Day NOAs CY
  - C. Residential Property 30-Day NOAs CY
  - D. Personal Property 45-Day NOAs PY
  - E. Personal Property 45-Day NOAs CY
  - F. Support Services 45-Day NOAs CY

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

Mr. Boondry made a motion to approve the following:

1. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Certification
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Non-Homesteaded Mobile Homes
  - B. Approval
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Non-Homesteaded Mobile Homes

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

Mr. Gunter made a motion to approve the following:

3. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Commercial
  - B. Error & Releases
    1. Non-Homesteaded Mobile Home E&R Listing
    2. Support Services E&R Listing

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 – Submitted for Approval of Recommendation
  - A. Personal Property
  - B. Motor Vehicles
  - C. Non-Homesteaded Mobile Homes
  - D. Residential

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



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Mr. Gunter made a motion to approve the following:

5. Application for Exemptions – Submitted for Approval of Recommendation

- A. Freeport Exemption Listing
- B. Personal Property Pollution Control Exemptions
- C. Real Property Exemptions
- D. Exemption Listing
- E. Disabled Veterans Exemption Listing
- F. Homestead Exemption Listing

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

Mr. Gunter made a motion to approve the following:

6. Application for Specialized Assessments – Submitted for Approval of Recommendation

- A. Rehabilitated Historic

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

Mr. Gunter made a motion to approve the following:

7. Timber – Submitted for Approval of Recommendation

- A. Timber Values

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

## REGULAR AGENDA

1. Chief Appraiser Items

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

A. Approved Budget – Submitted for Approval of Recommendation

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

B. 2016 Legislative Review and Staff Implementation Recommendations – Robbin Bowen gave a summary of new legislation, the impact on our office and the plans to implement the changes.

2. Board Member Items

A. Budget FY16

3. Chairman Items

A. Executive Session

B. BOE Decisions TY2015

C. BOE Decisions TY2016

Mr. Boondry made a motion to move in to Executive Session at 9:10 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 9:46 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.



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#### 4. Attorney Items

Mr. Boondry made a motion to approve the following:

A. Proposed Consent Judgments

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

Mr. Boondry made a motion to approve the following:

B. Request for appeal direct to Superior Court

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

#### ADJOURNMENT

Mr. Gunter made a motion to adjourn the meeting at 9:50 AM.

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

Terry Tolbert, Chairman

James A. Gunter, Secretary