

Regular Meeting – October 6, 2016 – 8:30 AM

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Members Present: 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

Members Absent: Terry Tolbert, Chairman

Meeting was called to order by Tommy Boondry, Vice Chairman.

PERSONNEL RECOGNITION

A. Staff Training: Course IVB: Valuation of Urban Land
Andrea Butler
Leanne Riner
Mark Thomas

B. Taxpayer Letter: Nancy VanGorp

CITIZENS ITEMS

Mark Smith is the property owner for the Hampton Inn on Bay & Abercorn, 2-0004-17-010. Him and his attorney Edgar Smith asked the BOA to not appeal the BOE decision to Superior Court.

DIVISION MANAGER STAFF REPORTS

Kevin Hicks reported for Personal Property/Commercial – Motor Vehicle appeals are 84% complete. Personal Property received 489 appeals and are 100% complete. 941 Commercial appeals were received and they are 96% complete. Commercial field inspections are 34% complete and commercial permits are 35% complete.

Corey Gillenwater reported for Quality Control – Department is in maintenance mode now. There is a small change request in process. MUNIS is the Tyler finance module and the time keeping module is being evaluated.

Lisa Lowrimore reported for Residential – Have finished processing. BOE hearings continue. TY2017 Field Reviews are 20% complete and permits are 11% complete.

Carol Osborne reported for Homestead/Transfers – We have received 801 homestead applications and 5398 transfers so far for TY2017.

Robbin Bowen reported for Mapping – SAGIS is the final ITOS draft. 624 splits/combo completed. CEMA update on Hurricane Matthew – the county has moved into voluntary evacuation and is currently under a Hurricane Watch.

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APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the September 15, 2016 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. Assessment Notices – Submitted for Approval of Recommendation
 - A. Personal Property 30-Day NOAs PY
 - B. Personal Property 30-Day NOAs CY
 - C. Personal Property 45-Day NOAs PY
 - D. Personal Property 45-Day NOAs CY
 - E. Support Services 45-Day NOAs PY
 - F. Support Services 45-Day NOAs CY

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

2. Appeal Waivers – Submitted for Approval of Recommendation

Ms. Hegstrom made a motion to approve the following:

- A. Certification
 1. Residential
 2. Commercial
 3. Motor Vehicle

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

Mr. Gunter made a motion to approve the following:

- B. Approval
 1. Residential
 2. Commercial
 3. Motor Vehicle

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

3. Property Corrections – Submitted for Approval of Recommendation

Ms. Hegstrom made a motion to approve the following:

- A. Notification Letters
 1. Commercial Notification Listing
 2. Residential Notification Listing

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

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Mr. Gunter made a motion to approve the following:

- B. Error & Releases
 - 1. Mobile Homes E&R Listing
 - 2. Support Service E&R Listing
 - 3. E-Code 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. Residential
 - B. Commercial
 - C. Support Services
 - D. Non-Homesteaded Mobile Homes
 - E. Motor Vehicles
 - F. Hearing Officer

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

Ms. Hegstrom made a motion to approve the following:

- 5. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Freeport Exemption Listing
 - B. Homestead Exemption Listing

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

Ms. Ellington made a motion to approve the following:

- 6. Application for Specialized Assessments – Submitted for Approval of Recommendation
 - A. Rehabilitated Historic

2-0032-42-010	Dender Cantrell	Approve Preliminary	9/19/16 thru 9/19/18
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- B. CUVA – Notification of Alleged Breach of Covenant

1-1036-02-030	Ronald & Deborah Bishop	Approve Notification
1-0084-07-001	Nephew & Kerstin Clark	Approve Notification
1-0084-06-001	Nephew & Kerstin Clark	Approve Notification
1-0083-01-003	Nephew & Kerstin Clark	Approve Notification
1-0084-08-005	Nephew & Kerstin Clark	Approve Notification
1-0084-09-012	Nephew & Kerstin Clark	Approve Notification
1-0084-09-013	Nephew & Kerstin Clark	Approve Notification

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

REGULAR AGENDA

1. Chief Appraiser Items

A. Policy and Procedure Manual Request

We have received some requests from other counties regarding getting a copy of our manual. We will probably send a PDF copy.

Mr. Gunter made a motion to approve the following:

B. Policy Statement: Subdivisions, Recombinations, and Transfers

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

2. Board Member Items

A. Budget FY16

3. Chairman Items

A. Executive Session

Mr. Gunter made a motion to move in to Executive Session at 8:50 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to move out of Executive Session at 9:12 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

B. BOE Decisions TY16

Mr. Gunter made a motion to approve the following:

Board of Assessors Appeals to Superior Court:

2-0004-10-001	Resource RSI Phase I LLC	TY2016
2-0004-17-010	Savannah Investors	TY2016
2-0004-33-002	Twenty-Nine Abercorn LLC	TY2016
2-0005-20-004	640 E. President Inc.	TY2016

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

4. Certifications to Superior Court – Submitted for Approval

Ms. Hegstrom made a motion to approve the following:

A. Board

2-0004-10-001	Resource RSI Phase I LLC	TY2016
2-0004-17-010	Savannah Investors	TY2016
2-0004-33-002	Twenty-Nine Abercorn LLC	TY2016
2-0005-20-004	640 E. President Inc.	TY2016

B. Taxpayer

164707	Arizona Chemical Company	TY2013
164707	Arizona Chemical Company	TY2014
164707	Arizona Chemical Company	TY2015

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



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5. Attorney Items

Mr. Gunter made a motion to approve the following:

A. Proposed Consent Judgments

2-0984-01-033L	Encore SP Savannah LLC & Sav. Airport Comm	TY2015
2-0984-01-059L	Jay Lalaji Inc. Airport Hotels	TY2015
2-0984-01-060L	Pooler Financing LLC	TY2015
2-0015-08-012A	Salandi, Jennifer A.	TY2015

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

ADJOURNMENT

Mr. Hegstrom made a motion to adjourn the meeting at 9:15 AM.

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

Tommy Boondry, Vice Chairman

James A. Gunter, Secretary