

Regular Meeting – November 3, 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

Mr. Boondry made a motion to update Personal Property 45 day NOAs and to add an item under Attorney's Items. Ms. Ellington seconded. The motion passed with a unanimous vote.

## PERSONNEL RECOGNITION

### A. Certificate Presentation

#### Staff Training:

Course II – Income Approach to Value: Carol Osborne

#### Taxpayer Letters:

Heather Rodgers  
Ellandria Sams

## CITIZENS ITEMS

None

## DIVISION MANAGER STAFF REPORTS

Lisa Lowrimore reported for Residential – BOE hearings for all residential appeals continue. Permits are 26% complete and reveals are 30% complete.

Stacey Scott reported for Personal Property/Commercial –MV appeals are being worked on as they come in. Personal Property and Commercial appeals have all been certified to the BOE. Commercial field inspections are 38% complete and commercial permits are 42% complete.

Corey Gillenwater reported for Quality Control – Had a biweekly status meeting with Tyler. MS cost tables issue has been resolved. Data conversion is being worked on.

Robbin Bowen reported for Support Service/ Mapping - ITOS project is almost completed. Clerical side if splits and combos is being worked on.

Carol Osborne reported for Homestead/Transfers. Homestead, year to date 936, last year we had 3998. Transfers, year to date 7727, last year 7696.

## APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the October 20, 2016 Regular Meeting.

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



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## OLD ITEMS

None

## CONSENT AGENDA – NEW ITEMS

Mr. Boondry 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

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

Ms. Hegstrom made a motion to approve the following:

2. 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. Ellington 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. Residential Notification Listing

Ms. Ellington 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. Personal Property

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. Homestead Exemption Listing
  - C. Capital Improvement Listing

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

Ms. Hegstrom made a motion to approve the following:

6. Application for Specialized Assessments – Submitted for Approval of Recommendation
  - A. Rehabilitated Historic
  - B. E-Code Listing

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

Mr. Boondry made a motion to approve the following:

7. Timber – Submitted for Approval of Recommendation
  - A. Timber Values

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

## REGULAR AGENDA

1. Chief Appraiser Items

Mr. Boondry made a motion to approve the following:

- A. Policy Statement: Board of Assessors Meeting

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

2. Board Member Items

- A. Budget FY16

3. Chairman Items

- A. Executive Session

Ms. Ellington made a motion to move in to Executive Session at 8:40 AM to discuss Personnel & Litigation items. Mr. Boondry seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move out of Executive Session at 9:14 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

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**B. BOE Decisions TY16**

Mr. Boondry made a motion to approve the following:

Board of Assessors Appeals to Superior Court:

2-0032-60-001	Chatham Apartment Associates	TY2016
2-0066-09-005	Beamon Holdings LLC	TY2016
2-0066-09-008	Beamon Holdings LLC	TY2016
2-0066-09-011	Beamon Holdings LLC	TY2016
2-0066-09-012	Beamon Holdings LLC	TY2016
2-0066-09-012	Beamon Holdings LLC	TY2016

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

**4. Certifications to Superior Court – Submitted for Approval**

Mr. Boondry made a motion to approve the following:

**A. Board**

2-0032-60-001	Chatham Apartment Associates	TY2016
2-0066-09-005	Beamon Holdings LLC	TY2016
2-0066-09-008	Beamon Holdings LLC	TY2016
2-0066-09-011	Beamon Holdings LLC	TY2016
2-0066-09-012	Beamon Holdings LLC	TY2016
2-0066-09-012	Beamon Holdings LLC	TY2016

**B. Taxpayer**

Multiple MH PINs	Darwin K. Morgan	TY2016
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

**5. Attorney Items**

Mr. Boondry made a motion to deny the following:


**A. Request for appeal Direct to Superior Court**

5-0017A-01-016	Godley Station Apartments LP	TY2015
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Ms. Ellington seconded. The motion passed with a unanimous vote.

## ADJOURNMENT

Mr. Boondry made a motion to adjourn the meeting at 9:17 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