



Regular Meeting – March 2, 2017 – 8:30 AM

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- Members Present:** Tommy Boondry – Vice Chairman
 James A. Gunter – Secretary
 Laura Hegstrom – Member
 Betty Ellington – Member
- Members Absent:** Terry Tolbert – Chairman
- Others Present:** Roderick Conley – Chief Appraiser
 Robbin Bowen – Deputy Chief Appraiser
 Stephanie Bridges – Recording Secretary
 Abda Quillian – Legal Counsel

PERSONNEL RECOGNITION

A. Staff Recognition:

- | | |
|---|------------------------|
| Course IV: Management Development Program | Stephanie Bridges |
| | Teresa Cook |
| | Marsha Lindorme |
| | Heather Goode-Rennells |
| | Albert Marcantonio |
| | Julie Marine |
| | Vanessa Mitchell |
| | Carol Osborne |
| | Danny Wiglesworth |
| | Bonnie Thomas |
| B. Taxpayer Letters: | Nancy VanGorp |
| | Ophelia Allen |

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Julie Marine reported for Residential – 2017 Returns are 40% complete. Sales reviews are 94% complete and field reviews are 40% complete. We have started the modifying process.

Fawndreta Cain reported for Quality Control – We have finished reviewing the Assessment Administration GAP and the Personal Property GAP. We are currently reviewing the Appeal GAP.

Heidi Harris reported for Homestead and GIS – We have taken 2553 homestead applications this year and there are 10,251 transfers. GIS has created or edited a total of 1068 PINs for this year.

Jay Boaen reported for Commercial/Personal Property – For TY2016 the Motor Vehicle appeals are 97% done and for TY2017 they are 39% complete. We have received 185 Mobile Home appeals for TY2017. Personal Property returns for Aircraft are 100% complete, Marine are 99% complete, and Businesses are 94% complete for a total of 96% complete. For the commercial division, permits are 100% complete. The commercial Land Table Project is 87% complete and the Commercial Common Area Project is 100% complete. Sales reviews are 99% complete.

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APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the February 16, 2017 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. Assessment Notices – Submitted for Approval of Recommendation
 - A. Personal Property 30-Day NOAs PY
 - B. Personal Property 45-Day NOAs PY
 - C. Support Services 45-Day NOAs PY

Ms. Hegstrom 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

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

Ms. Ellington made a motion to approve the following:

- B. Approval
 1. Residential
 2. Commercial

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

3. Property Corrections – Submitted for Approval of Recommendation

Mr. Gunter made a motion to approve the following:

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

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

Ms. Hegstrom made a motion to approve the following:

- B. Error & Releases
 1. Support Services E&R Listing
 2. Mobile Home E&R Listing TY2016
 3. Mobile Home E&R Listing TY2017

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

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Mr. Gunter made a motion to approve the following:

4. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
 - A. Motor Vehicles TY2016
 - B. Motor Vehicles TY2017

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

Ms. Ellington made a motion to approve the following:

5. Override Removals – Submitted for Approval of Recommendation
 - A. Residential
 - B. Commercial

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

Ms. Hegstrom made a motion to approve the following:

6. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Freeport Exemption Listing
 - B. Pollution Control Equipment Exemption Listing
 - C. Homestead Exemption Listing
 - D. Capital Improvement Listing

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

Ms. Ellington made a motion to approve the following:

7. Application for Specialized Assessments – Submitted for Approval of Recommendation
 - A. Rehabilitated Historic
 - B. CUVA

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

REGULAR AGENDA

1. Chief Appraiser Items

- A. 2017-18 Budget Recommended (Budget Analyst) – Submitted for Approval of Recommendation – The budget process has changed this year. There are five phases and we are currently in phase 2. We have received recommendations from the Budget Analyst and are waiting on clarification on several questions we had.

Mr. Gunter made a motion to continue with the budget process. Ms. Ellington seconded. The motion passed with a unanimous vote.

- B. Commission Agenda Items – March 10, 2017

1. Notices of Assessment (NOA) Contract Recommendation
2. Pictometry Agreement – Property Change Finder

The above items will be on the agenda for the County Commissioners meeting on March 10, 2017 agenda as well as an amendment to the Tyler agreement.

- C. Request for New Position Memo – a copy of the memo that was sent to HR is attached for board review.

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D. Outreach Update – Senior Property Tax Seminar – The seminar held at Tremont Baptist Church had over 100 senior citizens in attendance. It was very successful. We have received a request for another seminar for senior citizens. We will be holding a meeting with tax representatives tomorrow. We met with the school board yesterday and gave our yearly report.

Mr. Gunter made a motion to approve the following:

E. Unlisted PIN request – Submitted for Approval of Recommendation

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 8:48 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to move out of Executive Session at 9:08 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

B. BOE Decisions TY2016

C. Hearing Officer Decisions TY2016

4. Certifications to Superior Court – Submitted for Approval

Mr. Gunter made a motion to approve the following:

A. Taxpayer

1-0121-01-001	Southern Energy Co.	TY2016
1-0264-01-005	Deanna L Cossio	TY2016
1-0303-02-012	Christopher & Karen Knight	TY2016
2-0004-39-001	Saffold Properties LP	TY2016
2-0053-24-008	240 West LLC	TY2016
2-0076-27-004	Leopold P. Stratton	TY2016
4-0005-05-005	Bailee Kronowitz et al	TY2016
4-0007-16-011	Jamie & Sonja Fields	TY2016
5-1009-01-009	Woodyard Holdings LLC	TY2016
5-1009-01-059	Woodyard Holdings LLC	TY2016
7-0906-04-041	BEP Rice Hope LLC	TY2016
7-0906-04-042	BEP Rice Hope LLC	TY2016
S510860	Southern LNG Inc.	TY2016

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



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5. Attorney Items

Ms. Ellington made a motion to approve the following:

A. Proposed Consent Judgments

2-0004-36-013	London Trust	TY2015
2-0004-36-012	London Trust	TY2015
6-0736-01-006	Telfair Logistics Park LLC	TY2015
6-0736-01-006	Telfair Logistics Park LLC	TY2016
2-0032-42-006	McAlister Historic Properties LLC	TY2015
2-0032-42-007	McAlister Historic Properties LLC	TY2015
2-0065-15-003	Sisters Court Limited Partnership	TY2014
1-0197-01-025	Ashlea H Carson	TY2016
1-0145B-01-003	Henry George as Trustee*	TY2016
1-0145B-01-004	Henry George as Trustee*	TY2016
1-1008-02-087	Southbridge Investments LLC	TY2015
2-0004-14-006	Nordic Contractors LLC	TY2015
2-0831-02-005	DAI Parkway Plaza LLC	TY2015
7-0906-04-028	Wentworth Land Investors LLC	TY2013
2-0003-11-001	Joseph Byrd & Associates Inc.	TY2016

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

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:10 AM.
Ms. Ellington seconded. The motion passed with a unanimous vote.

Tommy Boondry, Vice Chairman

James A. Gunter, Secretary