



Regular Meeting – July 27, 2017 – 8:30 AM

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Members Present: Terry Tolbert – Chairman
Tommy Boondry – Vice Chairman
James A. Gunter – Secretary (non-voting)
Laura Hegstrom – Member

Members Absent: Betty Ellington – Member

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

Mr. Boondry made a motion to add the following to the agenda:

VII-1-F Support Services 45-Day NOAs CY

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

PERSONNEL RECOGNITION

A. Staff Recognition:

IAAO 300: Fundamentals of Mass Appraisal: Lisa Lowrimore

CITIZENS ITEMS

Karen Dickerson – Ms. Dickerson requested that a letter from the BOA be sent to the TC office regarding her request of a refund of penalties and interests of her taxes. She was advised to contact the county commissioners regarding this issue.

DIVISION MANAGER STAFF REPORTS

Corey Gillenwater reported for Quality Control – No conversion issues regarding Tyler. Things are moving along. Have been concentrating on getting reports ready for digest submission.

Heidi Harris reported for GIS/Homestead – 524 Homestead applications for TY2018. 3032 Transfers processed for TY2018. GIS – 352 PINs processed so far – 56 Split/Combo packages have gone out to appraisers.

Lisa Lowrimore reported for Residential – 18% complete with TY2017 appeals. Started field reviews of 2018 and are 8% complete.

Stacey Scott reported for Commercial/Personal Property – 171 MV appeals – 74% complete PP Appeals are 47% complete. Commercial Appeals are 20% complete. Field Inspections are 12% complete.

Robbin Bowen reported on vehicle status – We have received one new vehicle, a ford explorer. 3 of cars damaged have been repaired.

Stephanie Bridges reported for appeals – Total appeal count for TY2017 is 4,506. This is 16 more than last year. 53.48% were submitted online.

APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the July 13, 2017 Regular Meeting.

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

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OLD ITEMS

None

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. Commercial 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 rescind the above vote to approve.

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

Ms. Hegstrom made a motion to remove PIN 1-0990-01-010 from Item VII-1-F.

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

Mr. Boondry made a motion to approve the above as amended.

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

Mr. Boondry made a motion to approve the following:

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

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

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Mr. Boondry made a motion to approve the following:

3. Property Corrections – Submitted for Approval of Recommendation

A. Notification Letters

1. Residential
2. Commercial

B. Error & Releases

1. Homestead E&R Listing
2. Non-Homesteaded Mobile Homes E&R Listing

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

Mr. Boondry made a motion to approve the following:

4. Certifications to the Board of Equalization

A. Personal Property TY2017

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

Ms. Hegstrom made a motion to approve the following:

5. Application for Specialized Exemptions – Submitted for Approval of Recommendation

- A. Rehabilitated Historic
- B. CUVA

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

REGULAR AGENDA

1. Chief Appraiser Items

- A. Open Door Policy Campaign – The office is the beginning phases of this campaign to encourage staff members to talk to senior management.
- B. Summer Conference Update – interpretation on new income approach legislation was interesting. Mr. Conley will be running for the GAAO Executive Board.

2. Board Member Items

- A. Budget FY 17/18

3. Chairman Items

A. Executive Session

Mr. Boondry made a motion to move in to Executive Session at 9:05 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move out of Executive Session at 9:24 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

4. Attorney Items

Proposed Consent Judgments

2-0004-46-008 HLC Marshall House LLC TY2015

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

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ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:30 AM.
Mr. Boondry seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James A. Gunter, Secretary