

Regular Meeting – August 17, 2017 – 8:36 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  
Stephanie Bridges – Recording Secretary  
Abda Quillian – Legal Counsel

**Others Absent:** Robbin Bowen – Deputy Chief Appraiser

## PERSONNEL RECOGNITION

### A. Staff Recognition:

Course 1A: Assessment Fundamentals:	Lorie Parker Danielle Jammer
Georgia Assessment Administration:	Betty Ellington
IAAO Workshop 171: Standards of Prof. Practice:	Lisa Lowrimore
Team Supervisor:	Laurie Womack Daniel Jackson
Strategic Leadership:	Kevin Hicks Danielle Geidel Jay Boaen

**B. Taxpayer Letters:** Lynn Newland  
Victoria Schaffer  
Heidi Harris

**C. Certificate Presentation:** Vernetta Harvey

## CITIZENS ITEMS

None

## DIVISION MANAGER STAFF REPORTS

Heidi Harris reported for GIS/Homestead – Created/corrected 411 PINs, 84% of splits have been processed. Are currently working on a vacant land check. 624 Homesteads have been applied for and 4333 transfers have been completed to date.

Lisa Lowrimore reported for Residential – 40% complete with TY2017 appeals. First certification to BOE has 468 appeals. Field reviews for 2018 are 10% complete.

Stacey Scott reported for Commercial/Personal Property – 184 MV appeals – 92% complete PP Appeals are 55% complete. Commercial Appeals are 49% complete. Field Inspections are 18% complete and permits are 17% complete

Corey Gillenwater reported for Quality Control – Focus is on Tyler Conversion, and exporting data. Working on system maintenance. Annual Report will be coming up soon.

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## APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the July 27, 2017 Regular Meeting.

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

## 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. 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 questioned PP codes and amounts. Also, there is no Code 05 for RP NOAs – this is for mailing address changes.

Ms. Ellington seconded. The motion passed with a unanimous vote to approve with corrections.

Mr. Gunter 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-Homestead 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.

Ms. Hegstrom made a motion to approve the following:

3. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Residential
  - B. Error & Releases
    1. Homestead E&R Listing
    2. Non-Homesteaded Mobile Homes E&R Listing

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

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Ms. Ellington made a motion to approve the following:

4. Certifications to the Board of Equalization
  - A. Residential
  - B. Commercial
  - C. Personal Property
  - D. Motor Vehicles
  - E. Non-homesteaded Mobile Homes

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

Ms. Ellington made a motion to approve the following:

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

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

Ms. Ellington made a motion to approve the following:

6. Application for Specialized Exemptions – Submitted for Approval of Recommendation
  - A. Tax Exempt Properties
  - B. Rehabilitated Historic
  - C. CUVA

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

Ms. Ellington 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
  - A. Digest Submission Update – Digest was submitted successfully. Received order to bill and collect.
2. Board Member Items
  - A. Budget FY 17/18
3. Chairman Items
  - A. Executive Session  
Mr. Gunter made a motion to move in to Executive Session at 8:55 AM to discuss Personnel & Litigation items. Ms. Ellington seconded. The motion passed with a unanimous vote.  
Mr. Gunter made a motion to move out of Executive Session at 9:35 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.
  - B. BOE Decisions TY2017



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Mr. Gunter made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

A. Taxpayer

Multiple MH PINs	Darwin K Morgan	TY2017
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Ms. Ellington made a motion to approve the following:

5. Attorney Items

Proposed Consent Judgments

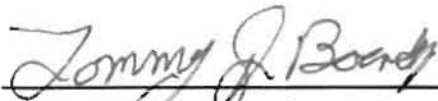
4-0021-16-007	William W Wright	TY2015
5-1013-01-017	Dasher Management LLC	TY2015
5-1013-01-019	Dasher Management LLC	TY2015
5-1013-01-020	Dasher Management LLC	TY2015
5-1013-01-021	Dasher Management LLC	TY2015


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

### ADJOURNMENT

Mr. Gunter made a motion to adjourn the meeting at 9:38 AM.

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

  
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 Tommy Boondry, Vice Chairman

  
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 James A. Gunter, Secretary