



Regular Meeting – September 7, 2017 – 8:30 AM

Page 1

- 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

The meeting was called to order by Vice Chairman, Tommy Boondry.

PERSONNEL RECOGNITION

- A. Staff Recognition:
 - Review of the Income Approach: Dan Wiglesworth
Terri Cook
 - Deed Research: Lorie Parker
Ophelia Allen
 - Course II: Income Approach to Value: Arthur Cummings
 - Appraiser I Exam: Shaunte Hardy
Ellandria Sams
 - Appraiser III Exam: Dan Wiglesworth
 - Specialized Assessments Workshop: Fawndreta Cain
Ophelia Allen
 - Exempt Properties Workshop: Fawndreta Cain
Ophelia Allen
 - IAAO 400: Assessment Administration: Carol Osborne
- B. Taxpayer Letters: Jonathan Eady
Laurie Womack
Victoria Schaffer
BOA Staff
- C. Certificate Presentation: Heidi Harris

CITIZENS ITEMS

None

Regular Meeting – September 7, 2017 – 8:30 AM

Page 2

DIVISION MANAGER STAFF REPORTS

Heidi Harris reported for GIS/Homestead – 726 Homesteads have been applied for and 5719 transfers have been completed to date. Created/corrected 553 PINs, 108 splits/combo have been processed.

Lisa Lowrimore reported for Residential – 60% complete with TY2017 appeals. Field reviews for 2018 are 12% complete. We are working on processing splits.

Fawndreta Cain reported for Quality Control – We are currently having biweekly meetings with Tyler personnel about our conversion.

Kevin Hicks reported for Commercial/Personal Property – 210 MV appeals – 82% complete. PP Appeals are 60% complete. Commercial Appeals are 65% done. Field Inspections are 29% complete and permits are 23% done.

Robbin Bowen reported that there will be a 9:00 conference call with CEMA regarding Hurricane Irma.

Roderick Conley reported that we will be choosing staff members to attend GAAO sponsored conferences.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the August 17, 2017 Regular Meeting.

Ms. Ellington 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. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Freeport Exemption Listing
 - B. Homestead Exemption Listing
 - C. Homestead Removal Listing
 - D. E-Code Exemption Listing

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

Ms. Ellington made a motion to approve the following:

2. Application for Specialized Exemptions – Submitted for Approval of Recommendation
 - A. Rehabilitated Historic
 - B. CUVA

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

Ms. Hegstrom made a motion to approve the following:

3. 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
 - G. GIS 45-Day NOAs CY

Mr. Gunter asked for clarification of some of the codes used.

Mr. Gunter seconded. The motion passed with a unanimous vote to approve with corrections.



Regular Meeting – September 7, 2017 – 8:30 AM

Page 3

4. Appeal Waivers – Submitted for Approval of Recommendation

Mr. Gunter made a motion to approve the following:

A. Certification

1. Residential
2. Commercial
3. Motor Vehicles
4. Homestead

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

Ms. Hegstrom made a motion to approve the following:

B. Approval

1. Residential
2. Commercial
3. Motor Vehicles
4. Homestead

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

Ms. Ellington made a motion to approve the following:

5. Property Corrections – Submitted for Approval of Recommendation

A. Notification Letters

1. Residential

B. Error & Releases

1. Homestead E&R Listing

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

Mr. Gunter made a motion to approve the following:

6. Certifications to the Board of Equalization

- A. Residential
- B. Commercial
- C. Personal Property TY2014
- D. Personal Property TY2015
- E. Personal Property TY2016
- F. Personal Property TY2017
- G. Motor Vehicles
- H. Non-homesteaded Mobile Homes

Ms. Ellington 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 Meeting – September 7, 2017 – 8:30 AM

Page 4

REGULAR AGENDA

1. Chief Appraiser Items

Ms. Ellington made a motion to approve the following:

A. Tax Map Maintained Policy Removal – Submitted for Approval of Recommendation

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

Ms. Ellington made a motion to approve the following:

B. Unlisted PIN request – Submitted for Approval of Recommendation

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

C. 2017 Annual Report – board members have been given a copy of the annual report that will be provided to the County Commissioners today.

D. Undeliverable NOAs 2017 – List will be posted at the courthouse today.

E. Tyler Conversion Status Summary/Concerns – A memo was submitted to the project manager addressing the BOAs concerns regarding the project timeline which affects the scheduled “Go Live” date and the need to consider alternatives.

F. Pictometry Change Finder Report – Aerial imaging from 2013 and 2017 have been compared to find any changes. Product was delivered on time. Data is being evaluated.

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 9:10 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 9:55 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

B. BOE Decisions TY2017

Mr. Gunter made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

A. Taxpayer

5-0988-04-027	Dean Forest Partners	TY2016
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5-0988-04-028	Dean Forest Partners	TY2016
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to approve the following:

5. Certifications to Arbitration – Submitted for Approval

A. Taxpayer

2-1047-02-002	The Foxfield Company	TY2017
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Ms. Ellington seconded. The motion passed with a unanimous vote.



Regular Meeting – September 7, 2017 – 8:30 AM

Page 5

Ms. Ellington made a motion to approve the following:

6. Attorney Items

Proposed Consent Judgments

1-0317-04-006

Jacqueline Wise-Dotson

TY2016

F129375

Flight Safety International Inc.

TY2015

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

Ms. Ellington made a motion to give Abda Quillian authority to settle the open appeals for MMA/PSP (Savannah River Landings) in keeping with the purchase price contingent on seeing a recorded deed.

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

ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 10:00 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Tommy Boondry, Vice Chairman

James A. Gunter, Secretary