

Regular Meeting – October 5, 2017 – 8:33 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

Meeting was called to order by Mr. Boondry.

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

Chief Appraiser Items: Tyler Conversion Status Update

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

#### PERSONNEL RECOGNITION

None

#### CITIZENS ITEMS

None

#### DIVISION MANAGER STAFF REPORTS

Carol Osborne reported for GIS/Homestead – 877 Homesteads have been applied for and 6795 transfers have been completed to date. 718 PINs have been edited and 137 splits/combo have been processed. 4791 vacant PINs have been reviewed.

Lisa Lowrimore reported for Residential – 91% complete with TY2017 appeals. Field reviews for 2018 are ongoing and permits are 28% complete.

Stacey Scott reported for Commercial/Personal Property – MV appeals are 81% complete. PP Appeals are 75% complete. Commercial Appeals are 93% done. Field Inspections are 46% complete and permits are 34% complete.

Corey Gillenwater reported for Quality Control – Staff members are reviewing the residential data.

#### APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the September 21, 2017 Regular Meeting.

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

#### OLD ITEMS

None

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## 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

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

Mr. Gunter made a motion to approve the following:

2. Application for Specialized Assessments – Submitted for Approval of Recommendation
  - A. CUVA
  - B. Exempt Property

Ms. Hegstrom 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 CY
  - B. Commercial Property 30-Day NOAs CY
  - C. Personal Property 45-Day NOAs PY
  - D. Personal Property 45-Day NOAs CY
  - E. GIS 45-Day NOAs CY
  - F. Support Services 45-Day NOAs PY
  - G. Support Services 45-Day NOAs CY

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

Mr. Gunter made a motion to approve the following:

4. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Certification
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Homestead
  - B. Approval
    1. Residential
    2. Commercial
    3. Motor Vehicles
    4. Homestead

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

Mr. Boondry made a motion to approve the following:

5. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Residential
  - B. Error & Releases
    1. Non-Homestead Mobile Homes E&R Listing TY2016
    2. Non-Homestead Mobile Homes E&R Listing TY2017
    3. Homestead E&R Listing

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

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Ms. Hegstrom made a motion to approve the following:

6. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
  - A. Residential
  - B. Commercial
  - C. Personal Property
  - D. Motor Vehicles

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

Ms. Hegstrom made a motion to approve the following:

7. Public Utilities Digest TY2017 – Submitted for Approval

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

## REGULAR AGENDA

### 1. Chief Appraiser Items

- A. IAAO Conference Update – Attendees felt the conference was good. Technology and administration were the most popular workshops. Commercial aspect, disputing assessments online and avoiding pitfalls of a deposition were other workshops attended.
- B. Tyler Conversion Update – Our new Go Live date will most likely be in July. The tentative plan is that NOAs and the Digest will be done with our current system and we will enter TY2019 data in the new system.

### 2. Board Member Items

- A. Budget FY 17/18

### 3. Chairman Items

#### A. Executive Session

Ms. Ellington made a motion to move in to Executive Session at 8:55 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to move out of Executive Session at 10:30 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

#### B. BOE Decisions TY2017

Ms. Hegstrom made a motion to approve the following:

Board of Assessors Appeals to Superior Court:

1-0039-04-036	Paul & Elizabeth Russom	TY2017
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Ms. Ellington made a motion to approve the following:

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

#### A. Taxpayer

164264	531MB LLC	TY2017
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#### B. BOA

1-0039-04-036	Paul & Elizabeth Russom	TY2017
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.



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Mr. Gunter made a motion to approve the following:

5. Attorney Items

Proposed Consent Judgments

172570

JCB Inc.

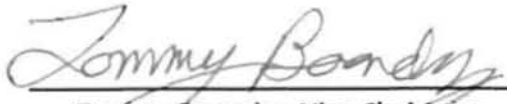
TY2016

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

## ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 10:35 AM.

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

  
Tommy Boondry, Vice Chairman

  
James A. Gunter, Secretary