



Chatham County Board of Assessors

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

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Members Present: Terry Tolbert – Chairman
Tommy Boondry – Vice Chairman
James A. Gunter – Secretary
Laura Hegstrom – Member
Betty Ellington – Member

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

Mr. Boondry made a motion to approve the following:
Request to allow Chief Appraiser Item VIII-1A to be moved to the beginning of the meeting.
Ms. Ellington seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

- A. Staff Training:**
- | | |
|---|-----------------|
| Editing and Maintaining Parcels using ArcGIS: | Danielle Jammer |
| Georgia Assessment Administration: | Lorenzo Albino |
- B. Taxpayer Letters:** Nancy VanGorp
- C. Promotion:**
- | | |
|--------------|--------------|
| Appraiser I: | Lorie Parker |
|--------------|--------------|

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Heidi Harris reported for GIS/Homestead – 144 PINs Subdivided/Recombined. 984 PINs have been edited. 1091 Homesteads have been applied for and 7843 transfers have been completed to date.
Lisa Lowrimore reported for Residential – 721 appeals left in BOE. Splits for 2018 are 92% done. Permits are 51% done. New Construction is 53% done. Field Reviews are 31% done.
Stacey Scott reported for Commercial/Personal Property – MV appeals are 96% done. PP Appeals are 96% done. All Commercial appeals have been certified. Field Inspections are 52% done and permits are 41% done.
Corey Gillenwater reported for Quality Control – Adjusting sales data for Tyler conversion.

APPROVAL OF MINUTES

Ms. Ellington made a motion to approve the following:
Minutes of the October 19, 2017 Regular Meeting.
Ms. Hegstrom 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. 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 Special Exemptions – Submitted for Approval of Recommendation
 - A. Real Property
 - B. Rehabilitated Historic

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

Ms. Ellington made a motion to approve the following:

3. Assessment Notices – Submitted for Approval of Recommendation
 - A. Personal Property 45-Day NOAs PY
 - B. Personal Property 45-Day NOAs CY
 - C. Support Services 45-Day NOAs PY
 - D. Support Services 45-Day NOAs CY

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

Mr. Boondry made a motion to approve the following:

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

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

Mr. Gunter made a motion to approve the following:

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

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

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Mr. Boondry 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 PY
- D. Personal Property CY
- E. Motor Vehicles

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

Ms. Ellington made a motion to approve the following:

7. Certifications to Hearing Officer – Submitted for Approval of Recommendation

- A. Residential
- B. Commercial
- C. Personal Property

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

REGULAR AGENDA

1. Chief Appraiser Items

- A. Damage Assessment Presentation – Kirk McElveen (Engineering Department) – Presentation focused on using technology (mobile device) to report damage caused by the hurricanes. Reporting of damage by this method allowed FEMA officials to view it live as information was entered. CEMA informed us that BOA was very helpful in the assessment procedure.
- B. Eastside Neighborhood Alliance Homestead Exemption Presentation – The attendance was small but participants were very interested in the exemptions offered. Interest was high in learning how to obtain exemptions. Overall it was a positive event.
- C. 2016 DOAA Ratio Study – All the statistical categories were met.

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 8:59 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to move out of Executive Session at 9:22 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

B. BOE Decisions TY2017

Board of Assessors Appeals to Superior Court:

2-0032 -43 -009	Christopher M. Cobb	TY2017
2-0053 -12-009	Merkur Properties LLC	TY2017
2-0066 -18-006	Merkur Properties LLC	TY2017
2-0053 -24-008	240 West LLC	TY2017
2-0563 -05-055	Teresa Middleton	TY2017
2-0755 -02-023	CRD Abercorn Associates LLC	TY2017

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

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Mr. Boondry made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

A. Taxpayer

1-0993 -02-021	A-C Financing LLC	TY2017
2-0003 -11-007	Jaylaxmi, Inc.	TY2017
2-0004 -15-001	7 Drayton Street Hotel Inc.	TY2017
2-0004 -15-011	Inman Park Properties of Savannah LLC	TY2017
2-0755 -02-024	CRD Abercorn Associates LLC	TY2017
2-0984 -01-061L	Savannah Hospitality Inc.	TY2017
2-0044-01-012	Dreams in Motion	TY2017

B. BOA

2-0032 -43 -009	Christopher M. Cobb	TY2017
2-0053 -12-009	Merkur Properties LLC	TY2017
2-0066 -18-006	Merkur Properties LLC	TY2017
2-0053 -24-008	240 West LLC	TY2017
2-0563 -05-055	Teresa Middleton	TY2017
2-0755 -02-023	CRD Abercorn Associates LLC	TY2017

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

Mr. Boondry made a motion to approve the following:

5. Attorney Items

Proposed Consent Judgments

1-0078-01-028	Island Village II LLC	TY2016
2-0985-04-045	Dogwood All Metal Division	TY2016

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

ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 9:25 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Terry Tolbert, Chairman

James Gunter, Secretary