



Regular Meeting – January 11, 2018 – 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
Roxann Prescott – Recording Secretary
Abda Quillian – Legal Counsel

Mr. Boondry made a motion to accept the agenda as presented. Mr. Gunter seconded. The motion passed with a unanimous vote.

ELECTION OF OFFICERS FOR 2018

Elections were led by BOA Attorney Abda Quillian. Nominations from the committee were as follows:

Terry Tolbert – Chairman
Tommy Boondry – Vice Chairman
James Art Gunter – Secretary

All nominations were approved unanimously.

PERSONNEL RECOGNITION

A. Staff Training:

IAAO: 600 Principles & Techniques of Cadastral Mapping: Stephanie Bridges

IAAO: 501 Personal Property Auditing – Basic to Advanced: Petrina Andrews

B. Taxpayer Letter: Victoria Schaffer

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Carol Osborne reported for GIS/Homestead - GIS has edited 552 PINs for total of 204 Subdivision/Combinations this year. Support Services completed 1,634 Homesteads for 2018 and 9,935 Transfers completed.

Stacey Scott reported for Commercial/Personal Property – Personal Property MV appeals 89% complete.

Commercial Field Reviews 57% complete, Permits 43% complete and Sales 36% complete.

Lisa Lowrimore reported for Residential – 96% of Splits complete, 77% of Permits complete, and 41% of Field Reviews complete.

Corey Gillenwater reported for Quality Control – Tyler will be ready to show the Best Exemption Matrix to us on January 17, 2018.

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APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the December 21, 2017 Regular Meeting.

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Ms. Ellington made a motion to approve the following:

1. Application for Exemptions – Submitted for Approval of Recommendation

- A. Freeport Exemption Listing
- B. Homestead Exemption Listing

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

Ms. Hegstrom made a motion to approve the following:

2. Application for Specialized Assessments – Submitted for Approval of Recommendation

- A. Rehabilitated Historic
- B. CUVA

Ms. Ellington 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 30-Day NOAs CY
- B. Personal Property 45-Day NOAs PY
- C. Personal Property 45-Day NOAs CY
- D. Support Services 45-Day NOAs PY
- E. Support Services 45-Day NOAs CY

Mr. Gunter 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
- B. Approval
 - 1. Residential
 - 2. Commercial

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

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Mr. Gunter made a motion to approve the following:

5. Property Corrections – Submitted for Approval of Recommendation
 - A. Notification Letters
 - A. Residential Notification Listing
 - B. Error & Releases
 1. GIS E&R Listing

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

Mr. Gunter made a motion to approve the following:

6. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
 - A. Personal Property PY
 - B. Personal Property CY

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

REGULAR AGENDA

1. Chief Appraiser Items

- A. Homestead Audit Status – Original active date of April 1, 2018 may be delayed to ensure that the process is not rushed. Possibly adding an ongoing status of the Homestead Audit process to the Blue Folder.
- B. GAAO Southeast District Committee Report – The first meeting will be held on February 23, 2018 at the Trade Center. The feature presenter will be Chuck Nazerian of the GA Department of Revenue. Other presenters will be Cell Tower Solutions – Valuation of Cell Towers, Heidi Harris – Homestead Audit process and a Damage Assessment presentation.

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 8:50 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 9:11 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:

1-0788-01-010	Sue Atwood	TY2017
1-0991-03-001	Harco Inc. & Cohen Family LP	TY2017
2-0074-16-003	Clarre Brown LLC	TY2017
2-0436-01-004	CWT Savannah Club LLC	TY2017
2-0436-01-040	CWT Savannah Club LLC	TY2017
2-0436-01-041	CWT Savannah Club LLC	TY2017

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

C. Hearing Officer Decisions TY2017

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Mr. Boondry made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

A. Taxpayer

20062 -10-003	Anthony Alphonso	TY2017
2-0630 -02-001	400 Telfair Inc.	TY2017
2-0630 -02-001A	400 Telfair Inc.	TY2017
2-0630 -02-002	400 Telfair Inc.	TY2017
1-0261-02-011 and 1-0261-02-012	Lewis Broadcasting Corporation	TY2017
1-0261-02-006, 1-0261-02-007, 1-0261-02-008 and 1-0261-03-002	Lewis Broadcasting Corporation	TY2017

B. BOA

1-0788-01-010	Sue Atwood	TY2017
1-0991-03-001	Harco Inc & Cohen Family LP	TY2017
2-0074-16-003	Clarre Brown LLC	TY2017
2-0436-01-004	CWT Savannah Club LLC	TY2017
2-0436-01-040	CWT Savannah Club LLC	TY2017
2-0436-01-041	CWT Savannah Club LLC	ty2017

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

5. Attorney Items

None

ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 9:16 AM.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman

James Gunter, Secretary