

Regular Meeting – April 5, 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 add the following to the agenda:

Personnel Recognition: Retirement of Steve Corcoran.

Chief Appraiser Items: Revision of the 2018-19 Budget Recommendation (Executive Team)

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

PERSONNEL RECOGNITION

A. Staff Training:

Course II: Income Approach to Value:

Firdaws Saif-al-Din
Heidi Harris
Yourlinda Harris
Shaunte Hardy

Course IVA: Valuation of Urban Land:

Laura Womack
Shaunte Hardy
Firdaws Saif-al-Din
Heidi Harris

Course VI: Management Development:

Shaunte Hardy

Exempt Properties Online Training:

Shaunte Hardy

B. Taxpayer Letters:

Ophelia Allen
Shaunte Hardy
Carol Osborne
Stephanie Bridges

C. Retirement Recognition:

Steve Corcoran

CITIZENS ITEMS

None



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DIVISION MANAGER STAFF REPORTS

Heidi Harris reported for GIS/Homestead - GIS has closed out the year. Support Services completed 4,432 Homestead applications and 10,977 Transfers completed.

Lisa Lowrimore reported for Residential – Residential Returns are 100% complete, 15,794 Field Reviews complete and 100% Market Adjustments complete.

Jay Boaen reported for Commercial/Personal Property – Personal Property MV appeals 47% complete, 3% of Mobile Home appeals complete, 76% of Commercial Inspections are complete, 100% of Commercial Returns are complete, 84% of Aircraft Returns are complete and 92% of Marine Returns are complete.

Corey Gillenwater reported for Quality Control – We meet with Tyler recently for an update on the progress of the software. The biggest hurdle has been making the CAMA system recalculate a value. We were able to see it work. The ability to take screen shots should be coming in the near future. The next big milestone will be Commercial and Mobile Home valuations.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the March 15, 2018 Regular Meeting. – Agenda Item: V

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. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Homestead Exemption Listing – Agenda Item: VII-1A
 - B. Personal Property Exemption Listing – Agenda Item: VII-1B
 - C. Freeport Exemption Listing – Agenda Item: VII-1C

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

Ms. Ellington made a motion to approve the following:

2. Application for Specialized Assessments – Submitted for Approval of Recommendation
 - A. Real Property – Agenda Item: VII-2A
 - B. Rehabilitated Historic – Agenda Item: VII-2B
 - C. CUVA – Agenda Item: VII-2C

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

Mr. Gunter made a motion to approve the following:

3. Assessment Notices – Submitted for Approval of Recommendation
 - A. Personal Property 30-Day NOAs – Agenda Item: VII-3A
 - B. Personal Property 45-Day NOAs – Agenda Item: VII-3B
 - C. Support Services 45-Day NOAs – Agenda Item: VII-3C

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

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Mr. Boondry made a motion to approve the following:

4. Appeal Waivers – Submitted for Approval of Recommendation
 - A. Certification
 1. Residential – *Agenda Item: VII-4A1*
 2. Motor Vehicle – *Agenda Item: VII-4A2*
 - B. Approval
 1. Residential – *Agenda Item: VII-4B1*
 2. Motor Vehicle – *Agenda Item: VII-4B2*

Ms. Ellington 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 Letter Listing – *Agenda Item: VII-5A1*
 2. Commercial Notification Letter Listing – *Agenda Item: VII-5A2*
 3. GIS Notification Letter Listing – *Agenda Item: VII-5A3*
 - B. Error & Releases
 1. Non-Homesteaded Mobile Homes E&R Listing – *Agenda Item: VII-5B1*

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

Ms. Hegstrom made a motion to approve the following:

6. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
 - A. Motor Vehicle – *Agenda Item: VII-6A*

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

Mr. Gunter made a motion to approve the following:

7. Timber – Submitted for Approval of Recommendation
 - A. Timber Values – *Agenda Item: VII-7A*

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

Mr. Boondry made a motion to approve the following:

8. 299-C Freeze Removal List – Submitted for Approval of Recommendation
 - A. Residential – *Agenda Item: VII-8A*

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

REGULAR AGENDA

1. Chief Appraiser Items

Mr. Boondry made a motion to approve the following:

- A. Unlisted PINs Request – Submitted for Approval of Recommendation – *Confidential Item*

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

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Mr. Boondry made a motion to approve the following:

- B. 2018-19 Budget Recommended (Executive Team) – Submitted for Approval of Recommendation – Major changes were the transferring from County Attorney Budget to BOA Budget and Occupational Safety Training Budget - *Agenda Item: VIII-1B*

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

- C. Market Revaluation Summary Presentation – Support Services had a record year for Homestead Applications and Property Transfers. Commercial is holding steady in terms of transfers. The greatest number of transfers occurred in Savannah and Pooler. Support Services had a record 10,435 transfers. 4,469 Permits for 2018 were filed. Most of those were in Chatham and Savannah. 845 new Residential PINs were added to the Digest. Residential permits doubled on Tybee Island for the year. 229 neighborhoods were in need of a market adjustment. Of those 221 neighborhoods were adjusted upward and 10 neighborhoods were adjusted downward. Those that were adjusted downward were mostly located on the west side. Savannah Economic Development Authority transferred 22 parcels to JCB. Those parcels are now taxable. Staff did a great job.
- D. Homestead Deadline Week Presentation – March was a record breaking month for Homestead applications with 1,500 plus applications filed. One day saw over 160 taxpayers filing for Homestead. This year was the highest total of homestead applications taken in the last 3 years. Staff did a great job keeping everything flowing smoothly. Kudos to Carol Osborne for the braving inclement weather to take an application out to a disabled taxpayer for their signature.

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 9:08 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 10:01 AM. Mr. Gunter seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

- B. BOE Decisions TY2017 – *Agenda Item: VIII-3B*
- C. Hearing Office Decisions TY2017- *Agenda Item: VIII-3C*

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

Mr. Boondry made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

- A. Taxpayer – *Agenda Item: VIII-4A*

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

Mr. Boondry made a motion to approve the following:

5. Attorney Items

A. Proposed Consent Judgments

2-0436-01-004	CWT Savannah Club LLC	TY2016
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

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



B. Final Consent Orders

4-0008-05-304

1-0300-03-014

5-0021-01-004

Tracy Y. Clements

Billy & Pamela Lewis

Kasandas Properties Pooler Inc.

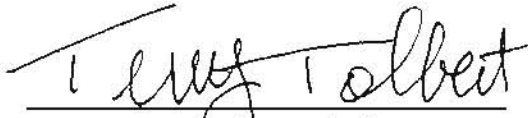
TY2011

TY2013

TY2015

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 10:04 AM.
Ms. Ellington seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman



James Gunter, Secretary