



Regular Meeting – June 7, 2018 – 8:30 AM

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- Members Present: Terry Tolbert – Chairman  
Tommy Boondry – Vice Chairman  
Laura Hegstrom – Member  
Betty Ellington – Member
- Members Absent: James A. Gunter – Secretary
- 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. Ms. Ellington seconded. The motion passed with a unanimous vote.

### PERSONNEL RECOGNITION

- A. Taxpayer Letters: E'vante Cason
- B. Staff Recognition: Mark Thomas

### CITIZENS ITEMS

None

### DIVISION MANAGER STAFF REPORTS

Stephanie Bridges for Appeals – 769 Residential Appeals, 265 Commercial Appeals and 136 Personal Property Appeals received. 72% of Appeals were received online.

Stacey Scott reported for Commercial/Personal Property – Personal Property is working on Appeals and adding new accounts and Revaluations on Boats has begun.

Lisa Lowrimore reported for Residential – Working on Appeals, 3 Appeals closed and Field Reviews 4% complete.

Heidi Harris reported for GIS/Homestead – GIS has completed 80 Recombinations/Subdivisions. Support Services completed 253 Homestead applications and 735 Transfers completed.

Corey Gillenwater reported for Quality Control – Tyler focusing on Residential with one more data review before we feel it is complete and focusing heavily on Personal Property section. Preparing for Digest Submission.

### APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:  
Minutes of the May 10, 2018 Regular Meeting – Agenda Item: V  
Ms. Ellington seconded. The motion passed with a unanimous vote.

### OLD ITEMS

Mr. Boondry made a motion to approve the following:  
Personal Property Subpoena Listing – Submitted for Approval of Recommendation – Agenda Item: VI  
Ms. Ellington seconded. The motion passed with a unanimous vote.

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## CONSENT AGENDA – NEW ITEMS

Ms. Hegstrom made a motion to approve the following:

1. Application for Specialized Exemptions – Submitted for Approval of Recommendation
  - A. Real Property – *Agenda Item: VII-1A*
  - B. Rehabilitated Historic – *Agenda Item: VII-1B*

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

Ms. Ellington made a motion to approve the following:

2. Assessment Notices – Submitted for Approval of Recommendation
  - A. Personal Property 45-Day NOAs – *Agenda Item: VII-2A*
  - B. Support Services 45-Day NOAs – *Agenda Item: VII-2B*
  - C. GIS 45-Day NOAs – *Agenda Item: VII-2C*
  - D. Commercial 45-Day NOAs – *Agenda Item: VII-2D*

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

Ms. Hegstrom made a motion to approve the following:

3. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Certification
    1. Personal Property – *Agenda Item: VII-3A1*
    2. Motor Vehicle – *Agenda Item: VII-3A2*
    3. Non-Homesteaded Mobile Homes – *Agenda Item: VII-3A3*
  - B. Approval
    1. Personal Property – *Agenda Item: VII-3B1*
    2. Motor Vehicle – *Agenda Item: VII-3B2*
    3. Non-Homesteaded Mobile Homes – *Agenda Item: VII-3B3*

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

Ms. Ellington made a motion to approve the following:

4. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Commercial Notification Listing – *Agenda Item: VII-4A1*
  - B. Error & Releases
    1. Non-Homesteaded Mobile Homes E&R Listing – *Agenda Item: VII-4B1*

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

Mr. Boondry made a motion to approve the following:

5. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
  - A. Personal Property – *Agenda Item: VII-5A*
  - B. Motor Vehicle – *Agenda Item: VII-5B*
  - C. Non-Homesteaded Mobile Homes – *Agenda Item: VII-5C*

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

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Ms. Ellington made a motion to approve the following:

6. Timber – Submitted for Approval of Recommendation

A. Timber Values – Agenda Item: VII-6A

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

## REGULAR AGENDA

1. Chief Appraiser Items

Mr. Boondry made a motion to approve the following:

A. Department of Audits and Accounts (DOAA) – 2017 Sales Ratio Study – Submitted for Approval of Recommendation – Agenda Item: VIII-1A

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

B. City of Savannah Fire Fee Implementation – Unintended Consequences – City of Savannah neglected to inform Taxpayers not to contact the Board of Assessors for corrections or questions regarding whether their property was considered Commercial or Residential. This resulted in an increase of phone calls to the Board of Assessors. City of Savannah offered their apologies. Major concerns are Taxpayer misinformation and how Condos will be assessed for the Fire Fee.

Mr. Boondry made a motion to approve the following:

C. 2014 Digest review (Chatham) – Submitted for Approval of recommendation – Agenda Item: VIII-1C

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

Ms. Hegstrom made a motion to approve the following:

D. 2014 Digest Staff Review and Recommendation – submitted for Approval of Recommendation – Agenda Item VIII-1D

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

E. “Property Inspections Manual” Procedure – Agenda Item: VIII-1E

F. “Standing Timber Value Extraction” Procedure – Agenda Item: VIII-1F

G. “Enforcement of Mobile Home Decal” Procedure – Agenda Item: VIII-1G

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

Mr. Boondry made a motion to move out of Executive Session at 10:02 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Boondry made a motion to approve the following:

4. Attorney Items

A. Proposed Consent Judgments

2-0015-27-008

Gnall Adam & Joan

TY2018

4-0004-20-055

Sweet Flower LLC

TY2018

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



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Mr. Boondry made a motion to approve the following:

B. Request for Appeals Direct to Superior Court – Agenda Item: VIII-4B

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

## ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 10:03 AM.  
Ms. Ellington seconded. The motion passed with a unanimous vote.

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Terry Tolbert, Chairman



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James Gunter, Secretary