

Regular Meeting – August 16, 2018 – 8:30 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
Roxann Prescott – Recording Secretary
Abda Quillian – Legal Counsel

The meeting was called to order by Vice-Chairman, Mr. Tommy Boondry.

PERSONNEL RECOGNITION

A. Staff Training:

Specialized Assessments Workshop:	Roxann Prescott
Course VI: Management Development:	Firdaws Saif-al-Din

B. Promotion:

Specialized Assessment and Exemption Appraiser:	Nancy VanGorp
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C. Taxpayer Letter:

Eddie Porter

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for Commercial/Personal Property – Motor Vehicle Appeals are 87% complete and Personal Property Appeals are 81% complete. Commercial Appeals are 54% complete. Field Reviews are 2% complete.

Lisa Lowrimore reported for Residential –2,957 Appeals were received and 513 complete. Appeal Waivers are 62% complete. 95% of Splits are complete and 10% of Field Reviews are complete.

Robbin Bowen reported for GIS/Homestead - GIS has completed 79% of Splits. Support Services has completed 4,618 Transfers and 684 Homestead applications.

Corey Gillenwater reported for Quality Control – Tyler training is continuing. Viewed changes to Agenda Outline and Reports generated by Tyler. August 22, 2018 last day using Novalis. Tyler Go-Live date of September 4, 2018.

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APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the July 26 2018 Regular Meeting. – Agenda Item: V

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Mr. Gunter made a motion to approve the following:

1. Application for Exemptions – Submitted for Approval of Recommendation
 - A. Freeport Exemption Listing – Agenda Item: VII-1A

Ms. Hegstrom 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. CUVA – Agenda Item: VII-2A

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

Ms. Hegstrom made a motion to approve the following:

4. Appeal Waivers – Submitted for Approval of Recommendation
 - A. Residential – Agenda Item: VII-4A
 - B. Commercial – Agenda Item: VII-4B
 - C. Motor Vehicle – Agenda Item: VII-4C
 - D. Non-Homesteaded Mobile Home – Agenda Item: VII-4D

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

Ms. Hegstrom made a motion to approve the following:

5. Property Corrections – Submitted for Approval of Recommendation
 - A. Notification Letter
 1. Residential Notification Letter Listing – Agenda Item: VII-5A1
 - B. Error & Releases
 1. Support Services E&R Listing – Agenda Item: VII-5B1
 2. GIS Listing – Agenda Item: VII-5B2
 3. Mobile Home Listing – Agenda Item: VII-5B3

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

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Mr. Gunter made a motion to approve the following:

6. Certification to the Board of Equalization – Submitted for Approval of Recommendation

- A. Residential – Agenda Item: VII-6A
- B. Commercial – Agenda Item: VII-6B
- C. Non-Homesteaded Mobile Home – Agenda Item: VII-6C

Ms. Hegstrom 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 – Agenda Item: VII-7A
- B. Commercial – Agenda Item: VII-7B
- C. Personal Property – Agenda Item: VII-7C

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

Mr. Gunter made a motion to approve the following:

8. Timber – Submitted for Approval of Recommendation

- A. Timber Values – Agenda Item: VII-8A

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

REGULAR AGENDA

1. Chief Appraiser Items

Ms. Ellington made a motion to approve the following:

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

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

Ms. Ellington made a motion to approve the following:

- B. Undeliverable NOAs TY2018 – Submitted for Approval of Recommendation – Agenda Item: VIII-1B

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

- C. 2017 DOR Digest Approval – 3 year Digest Review. Everything is in compliance. Thank you staff for a job well done. - Agenda Item: VIII-1C

2. Board Member Items

- A. Budget FY 18/19 – Agenda Item: VIII-2A

3. Chairman Items

- A. Executive Session
- B. BOE Decisions TY2018 – Agenda Item VIII-3B

Mr. Gunter made a motion to move in to Executive Session at 8:54 AM to discuss Personnel & Litigation items. Ms. Ellington seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to move out of Executive Session at 9:35 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to approve the following:

4. Attorney Items

- A. Personal Property Subpoena Listing – Agenda Item: VIII-4A

Ms. Ellington seconded. The motion passed with a unanimous vote.
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Mr. Gunter made a motion to approve the following:

B. Proposed Consent Judgments

2-0015-34-001	Savannah Hotel Associates LLC	TY2015
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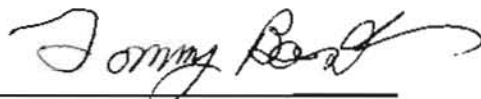
Ms. Ellington seconded. The motion passed with a unanimous vote.

C. Final Consent Orders

1-0300-05-005	Charles P. East, Jr.	TY2017
2-0053-12-009	Merkur Properties, LLC	TY2017
2-0066-18-006	Merkur Properties, LLC	TY2017
2-0045-30-007	Savannah Management LP	TY2017
2-0045-30-008	Savannah Management LP	TY2017
2-0646-02-041	World Wholesale, Inc.	TY2017

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:41 AM.
Ms. Ellington seconded. The motion passed with a unanimous vote.



Terry Tolbert, Chairman

TERRY TOLBERT



James Gunter, Secretary