

- Regular Meeting - September 20, 2018 - 8:30 AM

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Members Present: Terry Tolbert - Chairman
Tommy Boondry - Vice Chairman
Art 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.

PERSONNEL RECOGNITION

A. Taxpayer Letters: Victoria Schaffer
Ophelia Allen
Vernetta Harvey

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for Commercial/Personal Property - Motor Vehicle Appeals are 84% complete, Commercial has started Field Reviews, 15% of Permits are complete and Sales Reviews have begun.

Corey Gillenwater reported for Quality Control - Tyler Hearing Tracking expected to be ready by mid-October and Final Test Conversion will begin on October 8th. Lisa, Stacey, Carol and Fawndreta have been instrumental in internal training of staff on the Tyler software. Thank you ladies for a job well done.

Lisa Lowrimore reported for Residential - 522 Certifications to BOE and 111 Appeal Waivers on this Agenda, 1,102 BOE Hearings have been scheduled to date, 54 Splits have been completed and 19 Field Reviews have been completed.

Robbin Bowen reported for GIS/Homestead - GIS has completed 92% of Splits/Combinations. Support Services has completed 860 Homestead applications and 7,017 Transfers have been completed. Agreement with Engineering for mapping services has been successful. Turn around time has been quick. Maps given to Engineering on Monday have generally been returned to us by Friday.

APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the September 6, 2018 Regular Meeting - Agenda Item: V

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

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OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Mr. Boondry 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.

Mr. Boondry made a motion to approve the following:

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

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

Mr. Boondry 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.

Mr. Gunter 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
 - E. Homestead – Agenda Item: VII-4E

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

Mr. Boondry 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
 - B. Error & Releases
 1. Non-Homesteaded Mobile Homes E&R Listing – Agenda Item: VII-5B1

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

Mr. Boondry made a motion to approve the following:

6. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
 - A. Residential – Agenda Item: VII-6A
 - B. Commercial – Agenda Item: VII-6B
 - C. Personal Property – Agenda Item: VII-6C
 - D. Motor Vehicle – Agenda Item: VII-6D

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

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Ms. Ellington 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.

REGULAR AGENDA

1. Chief Appraiser Items

Mr. Boondry 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.

- B. Community Outreach – Garden City Housing Fair – Staff members were on hand answer questions and to provide information to Taxpayers about the services we offer. There was also a building and coloring station for the children. Thank you Tony, Eddie, Fawndreta, Daniel and Yourlinda for attending.

2. Board Member Items

- A. Budget FY 18/19

3. Chairman Items

- A. Executive Session

Mr. Boondry made a motion to move in to Executive Session at 8:49 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 9:49 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

4. Attorney Items

None

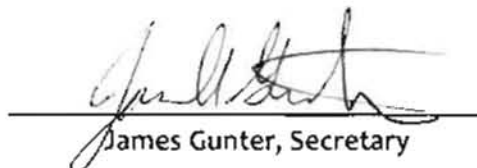
ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:50 A.M.

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



Terry Tolbert, Chairman



James Gunter, Secretary