



Chatham County Board of Assessors

Regular Meeting – March 21, 2019 – 8:30 AM

Page 1

Members Present: Terry Tolbert – Chairman
James A. Gunter – Vice Chairman
Laura Hegstrom – Secretary
Betty Ellington – Member

Members Absent: Tommy Boondry –Member

Others Present: Roderick Conley – Chief Appraiser
Robbin Bowen – Deputy Chief Appraiser
Roxann Prescott – Recording Secretary
Abda Quillian – Legal Counsel

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

PERSONNEL RECOGNITION

A. Taxpayer Letter:

Carol Osborne
Richard Kryzak

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for PP and Commercial. Commercial Returns are 100% complete to date and Revaluation of Income Property 100% complete. Personal Property returns are 81% complete, Motor Vehicle appeals are 64% complete and 10 of 108 Mobile Home appeals are complete.

Corey Gillenwater reported for Quality Control. Next week will be Tyler training for the Appeals module. Digest Team meeting on Friday.

Lisa Lowrimore reported for Residential. Splits/Combos are 100% complete and 25% of Field Reviews are remaining.

Richard Kryzak reported for Support Services/GIS. 3,739 Homestead applications have been received. 10,860 Transfers have been completed. GIS has processed 226 split/combo packets.

APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the March 7, 2019 Regular Meeting. – Agenda Item: V

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

OLD ITEMS

None

Regular Meeting – March 21, 2019 – 8:30 AM

Page 2

CONSENT AGENDA – NEW ITEMS

Ms. Hegstrom made a motion to approve the following:

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

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. Real Property Exemptions – Agenda Item: VII-2A

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

Ms. Hegstrom made a motion to approve the following:

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

Mr. Gunter 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. Commercial – Agenda Item VII-4A
 - B. Motor Vehicles – Agenda Item: VII-4B
 - C. Non-Homesteaded Mobile Homes – Agenda Item: VII-4C

Mr. Gunter 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 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

Mr. Gunter 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 Vehicles – Agenda Item: VII-6A

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

Mr. Gunter made a motion to approve the following:

7. 299-C Removal List – Submitted for Approval of Recommendation
 - A. Residential – Agenda Item: VII-7A

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

Regular Meeting – March 21, 2019 – 8:30 AM

Page 3

REGULAR AGENDA

1. Chief Appraiser Items

- A. 2019-20 Budget recommendation (Budget Analyst) – Submitted for Approval of Recommendation
– Agenda Item: VIII-1A

Ms. Hegstrom made a motion to approve to Instruct Staff to Proceed with Budget Items that need to be discussed.

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

- B. Unlisted PIN Requests – Submitted for Approval of Recommendation – Confidential Items

Ms. Ellington made a motion to Remove Unlisted PIN Requests from the Agenda.

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

- C. Tyler Update (Go-Live Presentation) – During the launch period for Tyler there are several activities planned to help staff through the software transition. Some of the options will be breakfast, Subject Matter Experts will wear special t-shirts, there will be Tyler themed balloons, a taco bar for lunch and wearing of blue and green. The activities are designed keep the staff engaged and help reduce stress during the transition.

2. Board Member Items

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

3. Chairman Items

- A. Executive Session

Ms. Hegstrom made a motion to move in to Executive Session at 8:48 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Ms. Ellington made a motion to move out of Executive Session at 10:09 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

- B. BOE Decision Report

Ms. Hegstrom made a motion to approve the following:

- C. Hearing Officer Decision Report

2-0004-07-001	Nland American Lodging Savannah LLC	TY2018
2-0004-13-008	IA Lodging Savannah Barnard LLC	TY2018

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

Mr. Gunter made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

- A. Taxpayer – Agenda Item: VIII-4A

2-0004-45-008	Capital Bull Street LLC	TY2018
2-0032-49-017	Southern Empire Properties LLC	TY2018
2-0130-04-006	ARC Hospitality Portfolio I Owner LLC	TY2018
2-0756-01-022	ARC Hospitality Portfolio II Owner LLC	TY2018
2-0984-01-041L	Apple Eight SPE Savannah Inc.	TY2018

- B. BOA - Agenda Item: VIII-4B

2-0004-07-001	Nland American Lodging Savannah LLC	TY2018
2-0004-13-008	IA Lodging Savannah Barnard LLC	TY2018

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



Chatham County Board of Assessors

Regular Meeting – March 21, 2019 – 8:30 AM

Page 4

5. Attorney Items

A. Trial Dockets – Confidential Item

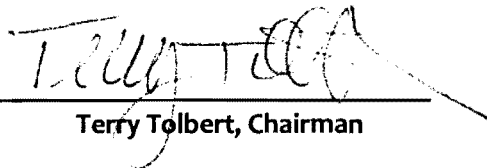
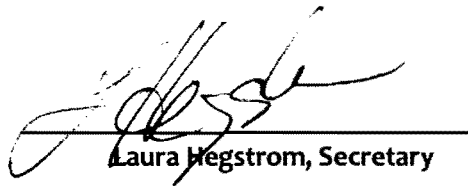
B. Final Consent Judgments

1-0993-02-021	A-C Financing, LLC	TY2014
1-0993-02-021	A-C Financing, LLC	TY2017
2-0534-06-001	World Wholesale, Inc.	TY2017

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 10:20 AM.

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

	
Terry Tolbert, Chairman	Laura Hegstrom, Secretary