



Chatham County Board of Assessors

Regular Meeting – December 19, 2019 – 10:30 AM

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- Members Present:** Terry Tolbert – Chairman
 James A. Gunter – Vice-Chairman
 Laura Hegstrom – Secretary
 Betty Ellington – 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 add Mobile Home Digest to the Agenda. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

A. Staff Training:

IAAO Course 102: Income Approach to Value	Robbin Bowen
Course I: Certification for Assessors	Nancy VanGorp
Deed Research	Maryellen Burner
APM – Digest Review Procedures	Carol Osborne
Appraiser I Exam:	Richard Kryzak
Appraiser III Exam:	Lindsay McClain
Appraiser IV Exam:	Jill Studer Jonathan Eady

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Stacey Scott reported for Commercial/Personal Property – Commercial has started Field Reviews, Hearing Officer appeals begin in January, 59 Splits complete and Permits 44% complete. Personal Property is adding New Businesses, Boat Revaluations complete, Motor Vehicle appeals 90% complete and 370 Personal Property appeals complete.

Corey Gillenwater reported for Quality Control – Mobile Home Digest is the first report using Tyler and Issues list continues to be addressed.

Lisa Lowrimore reported for Residential – Splits are 75% complete, Permits are 41% complete and Field Reviews are 7% complete

Maryellen Burner reported for GIS/Homestead – Church Audits are 48% complete, 10 Exempt Property Permits are complete, 1,988 Homestead applications complete and 9,034 Transfers are complete. GIS has completed 5 Splits/Combos and Deeded Land Project is 33% complete.

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APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the December 5, 2019 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. Freeport Exemption Listing – Agenda Item: VII-1A
 - B. Homestead Exemption Listing – Agenda Item: VII-1B
 - C. Real Property Exemptions – Agenda Item: VII-1C

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

Ms. Hegstrom made a motion to approve the following:

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

Mr. Gunter 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. Support Services 45-Day NOAs – Agenda Item: VII-3B
 - C. Support Services Homestead Exemption Corrections 45-Day NOAs – Agenda Item: VII-3C
 - D. Support Services Ownership Corrections 45-Day NOAs – Agenda Item: VII-3D
 - E. Rehabilitated Historic 45-Day NOAs – Agenda Item: VII-3E

Ms. Hegstrom 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. Motor Vehicles – Agenda Item: VII-4A
 - B. Commercial – Agenda Item: VII-4B

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

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



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Mr. Gunter 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. Motor Vehicle – *Agenda Item: VII-6B*
 - C. Personal Property – *Agenda Item: VII-6C*

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

Ms. Hagsrom made a motion to approve the following:

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

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

Mr. Gunter made a motion to approve the following:

- 8. Mobile Home Digest – Submitted for Approval – *Agenda Item: VII-8*

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

REGULAR AGENDA

- 1. Chief Appraiser Items
 - None

- 2. Board Member Items
 - A. Budget FY 19/20 – *Agenda Item: VIII-2A*

- 3. Chairman Items
 - A. Executive Session

Ms. Hegstrom made a motion to move in to Executive Session at 10:40 AM to discuss Personnel & Litigation items. Mr. Gunter seconded. The motion passed with a unanimous vote.

Ms. Hegstrom made a motion to move out of Executive Session at 11:35 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

- B. BOE Decisions TY2019 – *Agenda Item: VIII-3B*

Mr. Gunter made a motion to approve the following:

- 4. Certifications to Superior Court – Submitted for Approval
 - A. Taxpayer

20004 18007	301 East Bay Ventures LLC	TY2019
20015 20001	Historic Savannah Theatre, LLC	TY2019
20534 02004	Jokers Properties Eisenhower	TY2019
20649 06020	Polestar GA Savannah	TY2019

B. BOA

10084 05020	Thomas J. Cribbs	TY2019
20055 21006	Dave Wessel	TY2019

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

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5. Attorney Items

A. Trial Docket – *Confidential Item*

Ms. Hegstrom made a motion to approve the following:

B. Proposed Consent Judgments – Submitted for Approval of Recommendation

20490 05055	WWD Enterprises LP	TY2015
20490 05055	WWD Enterprises LP	TY2016
20490 05055	WWD Enterprises LP	TY2018

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

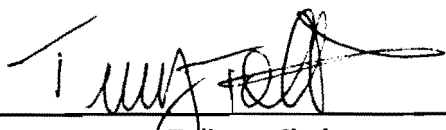
C. Final Order

10438 03009	Victory Baptist Church	TY2015
10438 03010	Victory Baptist Church	TY2015

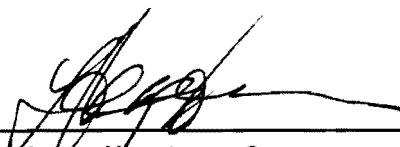
ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 11:38 AM.

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



Terry Tolbert, Chairman



Laura Hegstrom, Secretary