

Regular Meeting – August 6, 2020 – 8:30 AM

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**Members Present:** Terry Tolbert – Chairman  
James A. Gunter – Vice Chairman (via teleconference)  
Laura Hegstrom – Secretary  
Betty Ellington – Member

**Others Present:** Roderick Conley – Chief Appraiser (via teleconference)  
Stacey Scott – Deputy Chief Appraiser of Operations  
Roxann Prescott – Recording Secretary  
Abda Quillian – Legal Counsel (via teleconference)

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

## PERSONNEL RECOGNITION

**A. Promotions:**  
New Employee:

Clerical Assistant III:

Elizabeth Kimbro

## CITIZENS ITEMS

None

## DIVISION MANAGER STAFF REPORTS

Division Manager Staff Reports – Agenda Item: IV

## APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the July 16, 2020 Regular Meeting. – Agenda Item: V

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

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Ms. Hegstrom made a motion to approve the following:

2. Notices of Assessment (NOAs) – Submitted for Approval of Recommendation
  - A. Personal Property 30-Day NOAs – Agenda Item: VII-2A
  - B. Personal Property Account Correction 30-Day NOAs – Agenda Item: VII-2B
  - C. Personal Property 45-Day NOAs – Agenda Item: VII-2C
  - D. Mobile Home 45-Day NOAs – Agenda Item: VII-2D
  - E. Non-Homesteaded Mobile Home 45-Day NOAs – Agenda Item: VII-2E
  - F. Support Services Homestead Exemption Approved 45-Day NOAs – Agenda Item: VII-2F
  - G. Support Services Change in Ownership 45-Day NOAs – Agenda Item: VII-2G

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

Ms. Ellington made a motion to approve the following:

3. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Residential – Agenda Item VII-3A
  - B. Commercial – Agenda Item VII-3B
  - C. Motor Vehicle – Agenda Item: VII-3C

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

Mr. Gunter made a motion to approve the following:

4. Property Corrections – Submitted for Approval of Recommendation
  - A. Notification Letters
    1. Commercial Notification Letter Listing – Agenda Item: VII-4A1

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

Mr. Gunter made a motion to approve the following:

5. Certifications to the Board of Equalization – Submitted for Approval of Recommendation
  - A. Motor Vehicle – Agenda Item: VII-5A

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

6. Notification Items

- A. Support Services Homestead Exemption Corrections Notification Letter Listing – Agenda Item: VII-6A

## REGULAR AGENDA

1. Chief Appraiser Items

- A. TY2020 Digest Submission & Collection Letter – first time the Digest was submitted using Tyler and the new processes. Thank you Corey and Fawndreta for all of your hard work. – Agenda Item: VIII-1A

2. Board Member Items

- A. Budget FY 20/21 – Agenda Item: VIII-2A

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3. Chairman Items

A. Executive Session

Ms. Hegstrom made a motion to move in to Executive Session at 8:42 AM to discuss Personnel & Litigation items. Ms. Ellington seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to move out of Executive Session at 9:01 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

Ms. Ellington made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval

A. Taxpayer – Agenda Item: VIII-4A

10063 01001	Wilcrest Woods Apartments, LTD	TY2019
11004G01020A	Kings Colony Apartments LTD	TY2019
20015 28005	Helen Downing	TY2019

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

5. Attorney Items

Ms. Ellington made a motion to approve the following:

A. Proposed Consent Judgment – Submitted for Approval – Agenda Item VIII-5B

21004A01035	Grant Gregory Jr.	TY2019
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Ms. Hegstrom seconded. The motion passed with a unanimous vote.

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:02 AM.  
 Ms. Ellington seconded. The motion passed with a unanimous vote.

  
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 Terry Tolbert, Chairman

  
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 Laura Hegstrom, Secretary