



# Chatham County Board of Assessors

Regular Meeting – December 2, 2021 – 8:30 AM

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## ROLL CALL

**Members Present:** James A. Gunter – Vice Chairman (via teleconference/videoconference)  
Laura Hegstrom - Secretary  
Betty Ellington – Member  
Gena Taylor – Member (Non-Voting) (via teleconference/videoconference)

**Members Absent:** Terry Tolbert – Chairman

**Others Present:** Roderick Conley – Chief Appraiser  
Stacey Scott – Deputy Chief Appraiser of Operations  
Corey Gillenwater – Deputy Chief Appraiser of Administration  
Carrie Hicks – Interim Recording Secretary  
Abda Quillian – Legal Counsel (via teleconference/videoconference)

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

## PERSONNEL RECOGNITION

None

## CITIZENS ITEMS

None

## DIVISION MANAGER STAFF REPORTS

Division Manager Staff Reports – Agenda Item: V

## APPROVAL OF MINUTES

Ms. Ellington made a motion to approve the following:  
Minutes of the November 23, 2021 Regular Meeting. – Agenda Item: VI  
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

## OLD ITEMS

None



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## CONSENT AGENDA – NEW ITEMS

Ms. Hegstrom made a motion to approve the following:

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

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

Ms. Ellington made a motion to approve the following:

2. Application for Special Exemptions – Submitted for Approval of Recommendation
  - A. CUVA – Agenda Item: VIII-2A

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

Ms. Ellington made a motion to approve the following:

3. Notices of Assessment (NOAs) – Submitted for Approval of Recommendation
  - A. Personal Property 30-Day NOAs – Agenda Item: VIII-3A
  - B. Personal Property 45-Day NOAs – Agenda Item: VIII-3B
  - C. Non Homesteaded Mobile Homes 45-Day NOAs – Agenda Item: VIII-3C
  - D. Support Services 45-Day NOAs – Agenda Item: VIII-3D

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

Ms. Ellington made a motion to approve the following:

4. Appeal Waivers – Submitted for Approval of Recommendation
  - A. Motor Vehicles – Agenda Item: VIII-4A

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

Ms. Ellington made a motion to approve the following:

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

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

## REGULAR AGENDA

### 1. Chief Appraiser Items

Ms. Ellington made a motion to approve the following:

- A. Policy Review – Board of Assessors Meeting – Submitted for Approval of Recommendation – The revision to the policy is to add a Roll Call section to the agenda.

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

- B. 2022 Staff Performance Evaluation and Performance Plan Update – The plan was rolled out to staff to allow for signoff. To address questions and concerns presented by the Board Members, HR provided guidance and saw no issue with the proposed direction. Erring on the side of caution we will continue with the current plan until the expectations for the proposed plan are completely outlined. This is to allow time for adjustment. The evaluation with those established expectations is expected to begin mid 2022 or the beginning of 2023.

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2. Board Member Items

A. Budget FY21/22 – Agenda Item: IX-2A

3. Chairman Items

A. Executive Session

Ms. Hegstrom made a motion to move in to Executive Session at 8:55 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 9:03 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

B. TY2021 BOE Decision Report – Agenda Item: IX-3B

Ms. Hegstrom made a motion to approve the following:

4. Certifications to Superior Court – Submitted for Approval of Recommendation

A. BOA – Agenda Item: IX-4A

11028 01072	Zues Properties LLC	TY2021
20004 08001	HH Savannah LLC	TY2021
20004 10007L	Bay Street Capital LLC	TY2021
20032 42011	109 W Gordon LLC	TY2021
20056 23001	Warner Jimmie C & Whynette M	TY2021

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

Ms. Ellington made a motion to approve the following:

5. Approvals to Superior Court – Submitted for Approval of Recommendation

A. BOA - Agenda Item: IX-5A

11028 01072	Zues Properties LLC	TY2021
20004 08001	HH Savannah LLC	TY2021
20004 10007L	Bay Street Capital LLC	TY2021
20032 42011	109 W Gordon LLC	TY2021
20056 23001	Warner Jimmie C & Whynette M	TY2021

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

6. Attorney Items

Ms. Hegstrom made a motion to approve the following:

A. Proposed Consent Judgements – Submitted for Approval of Recommendation- Although there was a vote recorded there were no Proposed Consent Judgements items part of this Agenda.

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

## ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:06 AM.  
Ms. Ellington seconded. The motion passed with a unanimous vote.



BOARD OF ASSESSORS  
ONE GOAL, ONE VALUE  
CUSTOMER SERVICE

# Chatham County Board of Assessors

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Terry Tolbert, Chairman

  
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Laura Hegstrom, Secretary