



Regular Meeting – January 5, 2023 – 8:30 AM

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ROLL CALL

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

Staff Present: Corey Gillenwater – Interim Chief Appraiser
Lisa Lowrimore – Interim Deputy Chief Appraiser of Operations
Roxann Prescott - Recording Secretary
Abda Quillian – Legal Counsel
Julie Marine – Assistant Deputy Chief Appraiser of Residential
Tally Peek – Assistant Deputy Chief Appraiser of Support Services
Kevin Hicks – Assistant Deputy Chief Appraiser of Quality Control

Others Present: Sonya Jackson – Tax Commissioner

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

ELECTION OF OFFICERS FOR 2022

Election of Officers was led by BOA Attorney Abda Quillian. Nominations were as follows:

Ms. Hegstrom made a motion to nominate Mr. Tolbert as Chairman. Ms. Ellington Seconded. The motion passed with a unanimous vote.

Ms. Ellington made a motion to nominate Mr. Gunter as Vice-Chairman. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Tolbert made a motion to nominate Ms. Hegstrom as Secretary. Ms. Ellington seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

A. Interim Appointment:

Chief Appraiser: Corey Gillenwater

B. Staff Training:

Deed Fundamentals: Carol Osborne

Deed Research and Sales Qualifications: Carol Osborne



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CITIZENS ITEMS

Kimberly Teasley – Ms. Teasley attended the meeting by Zoom and addressed the Board with her concerns.

DIVISION MANAGER STAFF REPORTS

Julie Marine for Residential – 77% of Permits are complete, 36% of Field Reviews are complete and 70% of Splits are complete. 30 of 168 Unincorporated Chatham County Fire Fee Appeals have been completed.

Tally Peek for Support Services/GIS – Support Services has processed 1,583 Homestead Applications, 11,683 Transfers and 130 Split/Combo packets. Clerical staff continues to support taxpayers in person and on the phone. Homestead Audit Clerk has reviewed 1,500 Death Certificates, Deactivated 225 Exemptions and sent 20 letters requesting more information.

Kevin Hicks for Quality Control – 2023 Mobile Home Digest has been completed. Smart File for online Homestead applications is open, Smart File for online submission of Personal Property Returns is ready and we are waiting for the postcards to mail before it goes live, the Mobile Appraiser project is moving along well and the Deed Reading Software is on track.

Lisa Lowrimore for Personal Property/Commercial – 76% of Board revaluations are complete, 51% of Business Audits are complete and new Business Accounts continued to be added. Commercial Permits are 71% complete and Field Reviews are 60% complete.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

- A. Minutes of the December 15, 2022 Regular Meeting. – Agenda Item: VII-A
 - B. Minutes of the December 16, 2022 Special Called Meeting – Agenda Item: VII-B
- Ms. Ellington 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. Notices of Assessment (NOAs) – Submitted for Approval of Recommendation
 - A. Residential 45-Day NOAs – Agenda Item: IX-1A
 - B. Personal Property 45-Day NOAs – Agenda Item: IX-1B
 - C. Support Services 45-Day NOAs – Agenda Item: IX-1C

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



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Ms. Taylor made a motion to approve the following:

2. Appeal Waivers – Submitted for Approval of Recommendation
 - A. Commercial – *Agenda Item: IX-2A*
 - B. Personal Property – *Agenda Item: IX-2B*
 - C. Motor Vehicles – *Agenda Item: IX-2C*

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

Mr. Gunter made a motion to approve the following:

3. Property Corrections – Submitted for Approval of Recommendation
 - A. Notification Letters
 1. Residential – *Agenda Item: IX-3A1*

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

Ms. Taylor made motion to approve the following:

4. Certifications to Board of Equalization – Submitted for Approval of Recommendation
 - A. Motor Vehicle – *Agenda Item: IX-4A*

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

5. Notification Items

- A. Support Services – Homestead Exemption/Ownership Corrections Listing – *Agenda Item: IX-5A*

REGULAR AGENDA

1. Chief Appraiser Items

- A. Personal Property Postcards – The postcards are scheduled to be mailed next week. The staff is checking that online filing is working. Approximately 26,000 postcards will be mailed.

2. Board Member Items

- A. Budget FY22/23 – *Agenda Item: X-2A*

3. Chairman Items

- A. Executive Session

Ms. Ellington made a motion to move in to Executive Session at 9:05 AM to discuss Personnel & Litigation items. Ms. Taylor seconded. The motion passed with a unanimous vote. Ms. Ellington made a motion to move out of Executive Session at 9:48 AM. Ms. Taylor seconded. The motion passed with a unanimous vote.

- B. TY2022 BOE Decision Report – *Agenda Item: X-3B*

Ms. Taylor made a motion to approve the following:

4. Certification to Superior Court – Submitted for Approval of Recommendation
 - A. BOA – *Agenda Item: X-4A*

10168 01010Z	Patricia A & Keneth L Royal	TY2022
40010 04009	Hogan Moss Rentals LLC	TY2022
11026 01002C	Lone Pine Holdings LLC	TY2022
11026 01017	Lone Pine Holdings LLC	TY2022
81020 01076	Wayne E Tipton	TY2022



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40022 01356	John D & Virginia P Duncan	TY2022
40022 01357	William & Pamela Lappin	TY2022
20131 05019	Pamela Davis & Jacquelyn R Rody	TY2022

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: X-5A

10168 01010Z	Patricia A & Keneth L Royal	TY2022
40010 04009	Hogan Moss Rentals LLC	TY2022
11026 01002C	Lone Pine Holdings LLC	TY2022
11026 01017	Lone Pine Holdings LLC	TY2022
81020 01076	Wayne E Tipton	TY2022
40022 01356	John D & Virginia P Duncan	TY2022
40022 01357	William & Pamela Lappin	TY2022
20131 05019	Pamela Davis & Jacquelyn R Rody	TY2022

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

6. Attorney Items

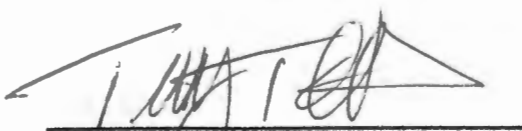
A. Final Orders

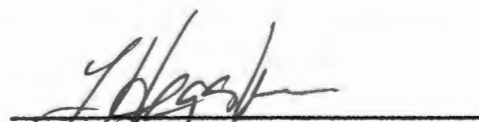
50021 01003	Pooler LAXMI, Inc.	TY2020
1100 01030	West Shore Ogeechee, LLC	TY2020
20004 36013	London Trust	TY2018
10993 02037	787 King George, LLC	TY2018
20016 33003	Thunderbird Inn, LLC	TY2019
20016 33003	Thunderbird Inn, LLC	TY2021
20005 06010	Randolph Street Development, LLC	TY2019
20016 14004	Samuel Harris Bernstein	TY2020
20005 22003	Randolph Street Development, LLC	TY2021
20006 05017	SRL Land Venture, LLC	TY2020
20006 05018	SRL Land Venture, LLC	TY2020
20005 22002	Randolph Street Development	TY2018
20005 22003	Randolph Street Development	TY2018
20005 06010	Randolph Street Development	TY2018
20004 7002	River Street Hotel, LLC	TY2021
50021 01004	Kasandas Properties Pooler	TY2021

ADJOURNMENT

Ms. Taylor made a motion to adjourn the meeting at 9:50 AM.

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


Terry Tolbert, Chairman


Laura Hegstrom, Secretary