



Chatham County Board of Assessors

Regular Meeting – February 1, 2024 – 8:30 AM

Page 1

ROLL CALL

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

Members Absent: Gena Taylor – Member

Staff Present: Corey Gillenwater – Interim Chief Appraiser (via teleconference/videoconference)
Lisa Lowrimore – Interim Deputy Chief Appraiser of Operations (via teleconference/videoconference)
Roxann Prescott – Assistant to the Board of Assessors
Abda Quillian – Legal Counsel (via teleconference/videoconference)
Tally Peek – Assistant Deputy Chief Appraiser of Support Services
Marsha Lucree – Commercial/Industrial Supervisor
Jill Studer – Personal Property Supervisor
Yourlinda Jarrett – Residential – Central – Supervisor
Kevin Hicks – Assistant Deputy Chief Appraiser of Quality Control

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

PERSONNEL RECOGNITION

A. Staff Training:

Course IA: Assessment Fundamentals for Appraisers:

Laurell Taylor

B. Years of Service:

20 Years:

Martha Farr
Julie Marine

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Tally Peek for Support Services/GIS – Support Services has completed 2,029 Homestead Applications and 11,900 Transfers. GIS is reviewing recorded Platts and have completed 155 Split/Combo Packets. Clerical staff continues to assist taxpayers on the phone and in person and review and scan Returns and BOE Decisions as they are received.

Regular Meeting – February 1, 2024 – 8:30 AM

Page 2

Marsha Lucree for Commercial/Industrial – Hearing Officer and BOE hearings will be held next week, 94% of Permits have been completed and work begins on Sales Reviews.

Jill Studer for Personal Property – 898 Business Audits have been completed, 2,250 New Businesses have been picked up, ABOS data cleanup is nearing completion, 470 Returns have been received with 430 of those being filed online.

Yourlinda Jarrett for Residential – 6,300 Permits have been completed, 43,000 Field Reviews have been completed and work will begin on Sales Reviews. 69 Split/Combo Packets have been completed.

Kevin Hicks for Quality Control – Mobile Appraiser has over 40,000 parcels synced to it with very few issues arising. Just Appraised is moving along well and the company has been a pleasure to work with. Work has begun on preparation for the TY2024 Digest.

APPROVAL OF MINUTES

Mr. Gunter made a motion to approve the following:

Minutes of the January 4, 2024 Regular Meeting. – Agenda Item: VI

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

OLD ITEMS

None

CONSENT AGENDA – NEW ITEMS

Ms. Ellington made a motion to approve the following:

1. Application for Exemptions/Specialized Assessments – Submitted for Approval of Recommendations

A. Real Property – Agenda Item: VIII-1A

B. Capital Improvement – Agenda Item: VIII-1B

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

Ms. Hegstrom made a motion to approve the following:

2. Notices of Assessment (NOAs)– Submitted for Approval of Recommendation

A. Personal Property 45-Day NOAs – Agenda Item: VIII-2A

B. Support Services 45-Day NOAs – Agenda Item: VIII-2B

C. Non-Homesteaded Mobile Home 45-Day NOAs – Agenda Item: VIII-2C

Mr. Gunter 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: VIII-3A

B. Commercial – Agenda Item: VIII-3B

C. Personal Property – Agenda Item: VIII-3C

D. Support Services – Agenda Item: VIII-3D

E. Motor Vehicle – Agenda Item: VIII-3E

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

Regular Meeting – February 1, 2024 – 8:30 AM

Page 3

Mr. Gunter made a motion to approve the following:

4. Certifications to the Board of Equalization – Submitted for Approval of Recommendation

- A. Personal Property – *Agenda Item: VIII-4A*
- B. Motor Vehicle – *Agenda Item: VIII-4B*

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

5. Notification Items

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

REGULAR AGENDA

1. Chief Appraiser Items

Ms. Hegstrom made a motion to approve the following:

- A. Policy – Appeals Process – Appeals by Staff – Submitted for Approval of Recommendation – *Agenda Item: IX-1A*

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

- B. Personal Property Postcards Update – We had no issues with the printing of the postcards this year as we have had in previous years.
- C. IAAO Conference Presentation - We have been invited to do a presentation of Woolpert – Mobile Appraiser software about our implementation process and in field use at the Denver IAAO Conference.

2. Board Member Items

- A. Budget FY23/24 – *Agenda Item: IX-2A*

3. Chairman Items

- A. Executive Session

Mr. Gunter made a motion to move into Executive Session at 8:50 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 8:57 AM. Ms. Ellington seconded. The motion passed with a unanimous vote.

- B. TY2023 BOE Decision Report – *Agenda Item: IX-3B*

Ms. Ellington made a motion to approve the following:

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

- A. BOA – *Agenda Item: IX-4A*

170815	Hargray Inc.	TY2023
10360 02016	Deo Vindice LLC	TY2023
10360 02017	Deo Vindice LLC	TY2023
20533 01033	Market Walk Station LLC	TY2023
20649 06020L	Wen Savannah LLC	TY2023
21045 01001	Samuel & G Phill Morgan	TY2023
40006 19002	Michael Carbo	TY2023
50017A01120	Lidl US Operations LLC	TY2023
60014 02007	Deborah Padilla	TY2023

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



Chatham County Board of Assessors

Regular Meeting – February 1, 2024 – 8:30 AM

Page 4

Mr. Gunter made a motion to approve the following:

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

A. Taxpayer– *Agenda Item: IX-5A*

20015	John Chad Crawford & Manu Bansal	TY2023
20045 04056	HH Blake Property LLC	TY2023
20436 01005	Mopper Turner Investments, LLC	TY2023
20436 01048	Mopper Turner Investments, LLC	TY2023
20559 01003	Belks Dept Store of Sav GA, Inc	TY2023
50017A01035	Embark Properties, LLC	TY2023

B. BOA – *Agenda Item: IX-5B*

170815	Hargray Inc.	TY2023
10360 02016	Deo Vindice LLC	TY2023
10360 02017	Deo Vindice LLC	TY2023
20533 01033	Market Walk Station LLC	TY2023
20649 06020L	Wen Savannah LLC	TY2023
21045 01001	Samuel & G Phill Morgan	TY2023
40006 19002	Michael Carbo	TY2023
50017A01120	Lidl US Operations LLC	TY2023
60014 02007	Deborah Padilla	TY2023

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

6. Attorney Items


None

ADJOURNMENT

Ms. Ellington made a motion to adjourn the meeting at 9:00 AM.

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


Terry Tolbert, Chairman


Laura Hegstrom, Secretary