



# Chatham County Board of Assessors

Regular Meeting – December 7, 2023 – 8:30 AM

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## ROLL CALL

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

**Members Absent:** Gena Taylor – Member

**Staff Present:** Corey Gillenwater – Interim Chief Appraiser  
Lisa Lowrimore – Interim Deputy Chief Appraiser of Operations  
Stephanie Bridges – GIS/Support Services Supervisor  
Abda Quillian – Legal Counsel  
Julie Marine – Assistant Deputy Chief Appraiser of Residential  
Karien Nettingham – Homestead Audit Clerk  
Kevin Hicks – Assistant Deputy Chief Appraiser of Quality Control

**Others Absent:** Roxann Prescott – Assistant to the Board of Assessors

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

## PERSONNEL RECOGNITION

**A. New Employee:**  
Residential Appraiser I: Russell Beasley

## CITIZENS ITEMS

None

## DIVISION MANAGER STAFF REPORTS

Julie Marine for Residential – 78% of Permits are complete, 38,000 Field Reviews have been completed and 98% of New Construction has been picked up. We are excited to have Russell Beasley join our team.

Karien Nettingham for Support Services/GIS – Support Services has processed 1,299 Homestead Applications and 9,359 Transfers and continues to Pre-code. GIS is reviewing recorded Platts and working 120 Split/Combo packets. Clerical staff continues to assist taxpayers on the phone and in person and review and scan BOE Decisions and Permits as they are received.

Kevin Hicks for Quality Control – Just Appraised is up and running with Laynee Schwartz following up on any issues that arise, Mobile Appraiser is still chugging along with no major issues to report at this time, Mobile Home Digest has been completed and preparing Smartfile to go live for 2024.



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Lisa Lowrimore for Personal Property and Commercial/Industrial – Personal Property has completed 782 audits, picked up 1,870 new businesses, work continues on the data cleanup on ABOS and testing has begun on Smartfile. Commercial has completed 75% of Permits and 27% of Field Reviews, the remaining Appeals are scheduled for January. As of the last meeting the United Way Campaign was slightly short of our goal of \$3,500.00. We had a few more In office fundraisers that pushed our total raised to \$4,673.00. Good job everyone as we surpassed our original goal by 33%!

## APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the November 16, 2023 Regular Meeting. – Agenda Item: VI

Mr. Gunter 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. Rehabilitated Historic – Agenda Item: VIII-1B
  - C. CUVA – Agenda Item: VIII-1C

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

Ms. Ellington made a motion to approve the following:

2. Notices of Assessment (NOAs)– Submitted for Approval of Recommendation
  - A. Residential 45-Day NOAs – Agenda Item: VIII-2A
  - B. Personal Property 45-Day NOAs – Agenda Item: VIII-2B
  - C. Non-Homesteaded Mobile Home 45-Day NOAs – Agenda Item: VIII-2C
  - D. Support Services 45-Day NOAs – Agenda Item: VIII-2D

Ms. Hegstrom 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. Motor Vehicle – Agenda Item: VIII-3D

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

Mr. Gunter made a motion to approve the following:

4. Property Corrections
  - A. Notification Letters
    1. Residential – Agenda Item: VIII-4A1

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

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Ms. Hegstrom made a motion to approve the following:

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

A. Motor Vehicle – Agenda Item: VIII-5A

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

6. Notification Items

A. Support Services – Homestead Exemption/Ownership Corrections Listing - Agenda Item: VIII-6A

## REGULAR AGENDA

1. Chief Appraiser Items

Mr. Gunter made a motion to approve the following:

A. TY2024 Mobile Home Digest (Taxable) – Submitted for Approval of Recommendation – Agenda Item: IX-1A

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

Ms. Hegstrom made a motion to approve the following:

B. TY2024 Mobile Home Digest (Exempt) –Submitted for Approval of Recommendation - Agenda Item: IX-1B

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

Ms. Hegstrom made a motion to approve the following:

C. Public Utility Digest TY2023 (5 Year History) – Submitted for Approval of Recommendation – Agenda Item: IX-3C – 37.97% DOAA Ratio is what the Public Utilities will be assessed at this year.

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

D. 2023 Annual Report – Despite the many changes in the office over the past year the office continues to improve year after year. Many thanks to all the staff that makes it possible.

2. Board Member Items

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

3. Chairman Items

A. Executive Session

Ms. Ellington made a motion to move into Executive Session at 8:54 AM to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote. Ms. Ellington made a motion to move out of Executive Session at 9:12 AM. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

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

Mr. Gunter made a motion to approve the following:

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

A. Taxpayer– Agenda Item: IX-4A

11034 02024	Bhole Shiv, LLC	TY2023
20015 06002	The Arianno DI Girolamo Trust Dated February 4, 2008	TY2023
20032 04004	AM Savannah Hotel, LLC	TY2023
2055 06008	Shane Litts & Thu Tran	TY2023
20783 03001	JDN Investment Properties, LLC	TY2023



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21016 01029`	Tradeport Savannah Limited Partnership	TY2023
40012 03002	Leo K. & Margaret B. Sheehan	TY2023
50022 01043	Livingood 1225, LLC	TY2023
51011B02007	Bluefin Homes, LLC	TY2023

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

## 5. Attorney Items

### A. Final Orders

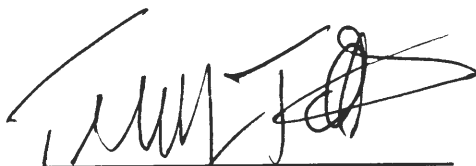
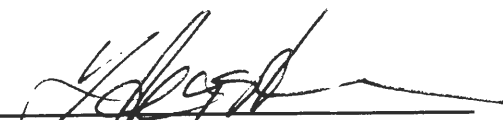
20031 20015	TWB Montgomery Hotel, LLC	TY2021
10185 01008	Nizar Eskandar and Margarita Bannout	TY2020
40001 02013	Nizar Eskandar and Margarita Bannout	TY2020
20004 18007	301 East Bay Ventures, LLC	TY2022

### B. Dismissals

51010B01134	Sapelo Investment Properties, LLC	TY2022
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## ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:16 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