



Chatham County Board of Assessors

Regular Meeting – April 4, 2024 –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 – Deputy Chief Appraiser of Operations
Roxann Prescott – Assistant to the Board of Assessors
Abda Quillian – Legal Counsel (via videoconference/teleconference)
Julie Marine – Assistant Deputy Chief Appraiser of Residential
Tally Peek – Assistant Deputy Chief Appraiser of Support Services/GIS

Others Present: Sonya Jackson – Tax Commissioner

Corey Gillenwater, Interim Chief Appraiser added adjustment of May meeting dates under Chief Appraiser Items.

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

PERSONNEL RECOGNITION

A. Staff Training:

Course IA: Assessment Fundamentals for Appraisers:

Laynee Schwartz
Clint Carroll
Hayden Mundy

B. Taxpayer Letters:

Gabrielle Rowse
Heather Brown
Roxann Prescott

C. Years of Service:

5 Years:

Ashley Horton
Addam Wood

CITIZENS ITEMS

None

DIVISION MANAGER STAFF REPORTS

Julie Marine for Residential – 52,914 Field Reviews have been completed, most of the Fire Fee Appeals are complete and working on neighborhood modifications in preparation for the Digest.

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Tally Peek for Support Services/GIS – Support Services has processed 12,598 transfers, 4,529 Homestead applications with 644 of those the final week of Homestead season. GIS is working 182 Split/Combo packets. Clerical staff is working on receiving Personal Property Returns.

Lisa Lowrimore for Commercial/Industrial and Personal Property – Commercial has completed their Sales Reviews, completed Reviews of Income categories with the exception of hospitality that is expected to be completed early next week and has completed 3,000 Field Reviews. Personal Property has received 6,694 Returns to date with 2,338 of those being filed online. 69% of Returns have been processed. 259 Freeport Applications have been received to date.

Corey Gillenwater for Quality Control – Work continues on Tyler and Mobile Appraiser issues. Quality Control is running through checks in preparation for the Digest.

APPROVAL OF MINUTES

Ms. Ellington made a motion to approve the following:

Minutes of the March 7, 2024 Regular Meeting. – Agenda Item: VI-A

Ms. Taylor 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. Applications for Exemptions/Specialized Assessments – Submitted for Approval of Recommendation
 - A. Real Property - Agenda Item: VIII-1A
 - B. CUVA – Agenda Item: VIII-1B
 - C. Rehabilitated Historic – Agenda Item: VIII-1C

Ms. Taylor 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. Support Services 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

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. Commercial – Agenda Item: VIII-3A
 - B. Personal Property – Agenda Item: VIII-3B
 - C. Motor Vehicle – Agenda Item: VIII-3C

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



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Ms. Taylor made a motion to approve the following:

4. Property Corrections – Submitted for Approval of Recommendation

A. Notification Letters

1. Residential – Agenda Item: VIII-4A1

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

Ms. Ellington made a motion to approve the following:

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

A. Personal Property - Agenda Item: VIII-5A

B. Motor Vehicle - Agenda Item: VIII-5B

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

Mr. Gunter made a motion to approve the following:

6. Deactivated Parcel Listing – Submitted for Approval of Recommendation

A. Support Services – Agenda Item: VIII-6A

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

7. Notification Items

A. Support Services – Homestead Exemption/Ownership Corrections Listing - Agenda Item: VIII-7A

REGULAR AGENDA

1. Chief Appraiser Items

Ms. Hegstrom made a motion to approve the following:

A. TY2025 Budget Recommendations from Budget Analyst – Submitted for Approval of Recommendation – This is the second part of the process where we received recommendations from the County Budget Analyst based on usage and itemization of some things they want us to discuss with the County Manager. - Agenda Item: IX-1A

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

B. TY2025 Budget Meeting with County Manager/Budget Team – Of the number of items we were asked to discuss, Technical Services was the major ask that includes software projects that we are interested in. The discussion will entail different options and different costs, etc. Following this meeting we will receive a final proposed budget. At the last meeting we did learn that our travel budget was approved.

Ms. Ellington made a motion to approve the following:

C. Request to move the May 2, 2024 board meeting to May 9, 2024. Request to cancel the May 16, 2024 meeting. – Submitted for Approval of Recommendation

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

2. Board Member Items

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

3. Chairman Items

A. Executive Session

Ms. Hegstrom made a motion to move in to Executive Session at 8:57 AM to discuss Personnel & Litigation items. Ms. Taylor seconded. The motion passed with a unanimous vote. Ms. Hegstrom made a motion to move out of Executive Session at 9:02 AM. Ms. Taylor seconded. The motion passed with a unanimous vote.



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B. TY2023 BOE Decisions – 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

10115 01062	SSR, LLC	TY2023
10197B01037	Ronald S. & Donna R. Cohen	TY2023
10340 01032	Starr Holland	TY2023
10340 01033	Starr Holland	TY2023
11004J01023	Fatima J. Pais	TY2023
20063 03002	Georgia W. Benton	TY2023
20085 03006	Nicholas Bulka	TY2023
20783 02001	1036 Dutchtown Road, LLC ET AL'S	TY2023
40026 02024	Radar Estates, LLC	TY2023

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

5. Attorney Items

A. Final Orders

10991 03001	Harco, Inc. & Cohen Family LP	TY2016
20004 08001	HH Savannah, LLC	TY2021
2016 01029	Tradeport Savannah Limited Partnership, LLC	TY2023
20015 06002	The Arianna DiGirolamo Trust	TY2023
20783 03001	JDN Investments Properties, LLC	TY2023

B. Dismissals

10991 03001	Harco Inc. & Cohen Family LP	TY2017
20044 36001	1201 Bull Street, LLC	TY2021

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:03 AM.

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

Terry Tolbert, Chairman
Laura Hegstrom, Secretary