

Regular Meeting – July 18, 2019 – 8:30 AM

Page 1

Members Present: Terry Tolbert – Chairman
James A. Gunter – Vice Chairman
Laura Hegstrom – Secretary

Others Present: Roderick Conley – Chief Appraiser
Robbin Bowen – Deputy Chief Appraiser
Roxann Prescott – Recording Secretary
Abda Quillian – Legal Counsel

Mr. Gunter made a motion to approve the following:
Request by Chairman to move to Executive Session upon the arrival of Ms. Ellington.
Ms. Hegstrom seconded. The motion passed with a unanimous vote.

PERSONNEL RECOGNITION

A. Staff Training:

Course I: Certification for Assessors:	Scott Hammond
Course IA: Assessment Fundamentals for Appraisers	Destyn Graves Anastasia Iverson Scott Hammond
Couse II: Income Approach to Value	Ophelia Allen
Appraiser I Exam:	Erica Willis Scott Hammond Anastasia Iverson Destyn Graves
Appraiser III Exam:	Jill Studer
B. Taxpayer Letter:	Stephanie Bridges

CITIZENS ITEMS

None



Regular Meeting – July 18, 2019 – 8:30 AM

Page 2

DIVISION MANAGER STAFF REPORTS

Stephanie Bridges reported for Appeals - 2,767 manual Appeals and 1,262 online Appeals for a total of 4,029 Appeals. 234 Appeals to Hearing Officer and 4 Appeals to Arbitration.

Stacey Scott reported for PP and Commercial - 795 Commercial Appeals received and 92 complete, Splits/Combos 20% complete and Permits 16% complete.

Corey Gillenwater reported for Quality Control – Tyler issues are mostly resolved. Preparing for the Digest.

Lisa Lowrimore reported for Residential – 2,824 Residential Appeals received, 11 Splits of which 2 are complete, 211 Permits complete and 95 Appeal Waivers received.

Richard Kryzak reported for Support Services/GIS 527 Homestead applications completed and 1,038 Transfers have been completed. GIS completed 20 Split/Combo packets.

REGULAR AGENDA

3. Chairman Items

A. Executive Session

Mr. Gunter made a motion to move in to Executive Session at 8:37 A.M. to discuss Personnel & Litigation items. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

Mr. Gunter made a motion to move out of Executive Session at 9:25 A.M. Ms. Hegstrom seconded. The motion passed with a unanimous vote.

APPROVAL OF MINUTES

Ms. Hegstrom made a motion to approve the following:

Minutes of the June 20, 2019 Regular Meeting. – Agenda Item: V

Mr. Gunter 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. Application for Specialized Assessments – Submitted for Approval of Recommendation

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

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

Ms. Hegstrom made a motion to approve the following:

2. Assessment Notices – Submitted for Approval of Recommendation

A. Support Services 45-Day NOAs – Agenda Item: VII-2A

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



Regular Meeting – July 18, 2019 – 8:30 AM

Page 3

Ms. Hegstrom made a motion to approve the following:

- 3. Appeal Waivers – Submitted for Approval of Recommendation
 - A. Residential – Agenda Item: VII-3A
 - B. Commercial – Agenda Item: VII-3B

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

Ms. Hegstrom made a motion to approve the following:

- 4. Property Corrections – Submitted for Approval of Recommendation
 - A. Notification Letter
 - 1. Commercial Notification Letter Listing – Agenda Item: VII-4A1

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

Ms. Hegstrom made a motion to approve the following:

- 5. Public Utility Digest TY2019 (partial) – Submitted for Approval
 - A. Airline Flight Equipment – 5 year History and Values – Agenda Item: VII-5A

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

REGULAR AGENDA

1. Chief Appraiser Items

Mr. Gunter made a motion to approve the following:

- A. Unlisted PIN Request – Submitted for Approval – Confidential Item

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

- B. HB183 Review & Recommendation – Agenda Item: VIII-1B
- C. HB344 Review & Recommendation – Agenda Item: VIII-1C
- D. HB405 Review & Recommendation – Agenda Item: VIII-1D
- E. HB406 Review & Recommendation – Agenda Item: VIII-1E
- F. HB507 Review & Recommendation – Agenda Item: VIII-1F

2. Board Member Items

- A. Budget FY 19/20 – Agenda Item: VIII-2A

Mr. Gunter made a motion to approve the following:

- 4. Attorney Items – Submitted for Approval of Recommendation
 - A. Trial Dockets – Confidential Item
 - B. Proposed Consent Judgments

20004 37005	Dabit Rentals LLC	TY2015
20004 37006	SJZ Investment Properties LLC	TY2015
20004 37007	LSDNJ Investment Properties LLC	TY2015
51009 02001	Charles Hubert Keller	TY2017
80004 02001	Horace Waller Jr.	TY2017
20004 37005	Dabit Rentals LLC	TY2018
20004 37006	SJZ Investment Properties LLC	TY2018



Regular Meeting – July 18, 2019 – 8:30 AM

Page 4

20004 37007

51011 02071

51011 02072

80004 02014

LSDNJ Investment Properties LLC

Eastside Places LLC

Eastside Places LLC

Horace B Waller Jr.

TY2018

TY2018

TY2018


TY2018

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

ADJOURNMENT

Ms. Hegstrom made a motion to adjourn the meeting at 9:31 AM.

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



Terry Tolbert, Chairman

Laura Hegstrom, Secretary