

# Minutes for Board of Assessors Meeting June 14, 2011

Meeting called to order at 8:30 am, by Chairman Deral York at 8:30am

Reviewed Minutes of the May 10 & June 2, 2011 meeting, Motion made to Approve by Tom Minor and second by Am'ee Combs, Board Agreed/Unanimous.

## Old Business

A) Board of Equalization Hearings scheduled: None at this time

B) Personal Property Director Jennifer Jones status report and update of other pending items:

- 1) Reviewed/Discussed Audit updates and 2010 Appeals list (FYI)
- 2) Non Collectibles Personal Property: None
- 3) Freeport Applications for Approval/Denial: (7) Motion made to Approve/Deny as stated below by Tom Minor and second by Bob Seaton, Board Agreed/Unanimous
- 4) Records Retention Guideline for Scanning Request to Co Atty Still Pending/update
- 5) Discussion of with Shaw @ 9:00am, Chuck Dobbins, Phillip Sealy, Dustin Young from Shaw and from Mendola & Assoc Joe Mendola & Yvonne Walker present. Shaw made presentation/request to the Board on the Audit findings, the decision was tabled pending additional information to be provided
- 6) Reviewed/Discussed RFP for Audits 2012, Motion made to Approve and have posted by Tom Minor and second by Am'ee Combs, Board Agreed/Unanimous
- 7) Discussed/Reviewed Job Description for in house Auditor, No action taken

C) Chief Appraiser Trammell Suddeth, Deputy Chief Appraiser Kristi Queen and Tim McBrayer Lead Appraiser's Update on various pending items: (Trammell Suddeth dismissed his self for a Dept Head meeting at 10:30am)

- 1) Reviewed/Discussed work of Staff re: 2010 Tax Digest Permits/Deeds/Fieldwork in Process, FYI
- 2) Reviewed May 2011 Building Permit report FYI
- 3) Appeals to certify to BOE: None at this time
- 4) Discussed/Reviewed Items regarding Assessment Notices for 2011, FYI
- 5) Presented/Discussed Previously Requested information on BOE Decision for 2010 by the Board
- 6) Reviewed/Discussed MOU Kohl's per JDA Request: Motion was made to Approve changes by Bob Seaton and second by Am'ee Combs, Board Agreed/Unanimous
- 7) Reviewed/Discussed 2012 Budget needs for Assessors Office, no action taken
- 8) Reviewed pending Assessment Notices for Approval, Motion was made to Approve any/all pending Assessment notices to be mailed by Bob Seaton and second by Tom Minor, Board Agreed/Unanimous

## New Business

1. Review & Discuss Uniform Procedures 560-11-9.08 Manufactured Home Digest Amended, FYI
2. Review & Discuss Requested Information from Dir of W C Emergency Management Hazard Mitigation Plan (Tim and Jonathan Working on)
3. Review Tax Payers Value Adjustment Request: None
4. Taxpayer Request for CUVA & FLPA Exemption(s): None
5. Taxpayer request for Homestead Exemptions: None

6. Misc FYI Items: Current Dalton Whitfield County Planning Commission Agenda & Minutes, Article Daily Citizen News re: Assessment Notices to be mailed, Jennifer Jones to PP Committee Meeting June 17, 2011 Macon Ga, Misc Articles re: Home Values Misc Info: re Property Tax Consultants, Life in Georgia Letter, Staff-Supervisor Performance Appraisal Schedule

- Before the end of the meeting Chairman Deral York and the Board members presented Tom Minor with a Resolution and a plaque commending him for his 6 years of time and service to the Board of Assessors. His term is up July 1, 2011

Freeport's for Approval/Denial:

4001367	Barrett Carpet Mills Inc	Deny- No response to 4/19/11 letter
4003829	M F G Chemicals Inc	Approved
4019626	Backing Systems Inc	Deny- Incorrect/incomplete application No response to 4/13/11 letter
4020069	Carpetbargains.com	Approved
4006363	Daltek LLC	Approved
4003148	Heatmax Inc	Deny- Incorrect/incomplete application
4018941	Heatmax Inc	Deny- Incorrect/incomplete application.

Motion to Adjourn by Bob Seaton second by Am'ee Combs @ 11:21 am, Board Agreed/Unanimous

Jennifer Jones, Secretary

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