



**Hall County Board of Tax Assessors
Meeting Minutes
Hall County Government Center Building
January 2, 2019
4:00 PM**

- A. MEETING CALLED TO ORDER**
- B. ELECTION OF CHAIRMAN**
- C. MINUTES FROM DECEMBER 19, 2018 MEETING**
- D. CONSERVATION USE**
- E. NOD'S & RELEASES**
- F. PERSONAL PROPERTY NOTICES**
- G. 2018 APPEALS**
- H. ATTORNEY FEES**
- I. CITIZEN COMMENT CARDS**
- J. EXECUTIVE SESSION**
- K. QUESTIONS OR COMMENTS FROM THE BOARD**
- L. ADJOURN**

**Hall County Board of Tax Assessors
Meeting Minutes
Hall County Government Center Building
January 2, 2019
4:00 PM**

Assessors Present: Ron House, Berlinda Lipscomb, Seth Seagraves, Randy Smith and Ann Hood.

Others Present: Chief Appraiser Steve Watson, Deputy Chief Appraiser Kelly McCormick Administrative Services Manager Janene Smith with Janene Smith serving as Secretary to the Board of Tax Assessors.

Meeting called to order by Steve Watson at 4:00 p.m. in the HR Training Room, 2nd Floor, Hall County Government Center Building, 2875 Browns Bridge Road, Gainesville, GA 30504.

5 of 5 Board members present for the meeting.

1. Election of Officers for year 2018 pursuant to GA. 48-5-298(a)

Motion to elect Mr. House as Chairman was made by Ms. Lipscomb and Ms. Hood seconded the motion. Vote: 4-0. Approved. Mr. House did not vote.

2. Approval of Minutes of Last Meeting

Motion to accept and approve the minutes as amended was made by Mr. Smith and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

3. Approval/Additions/Deletions to Agenda: None at this time.

Motion to approve the agenda as presented was made by Ms. Lipscomb and Ms. Hood seconded the motion. Vote: 5-0. Approved.

4. Administrative:

a. Conservation Use:

- Mr. Watson discussed with the Board a potential breach and if the remedy suggested earlier with the taxpayer will correct the issue.

b. NOD's & Releases:

- The Board was presented with the current list of NOD's & Releases for Real and Personal Property.
- The Board was presented with the current list of Releases for Motor Vehicles.
- The Board was presented with the current list of Appeal Waivers.

Motion to approve the current list of NOD's & Releases for Real and Personal Property and Motor Vehicles and in the same motion to approve the current list of Appeal Waivers was made by Mr. Seagraves and Ms. Hood seconded the motion. Vote: 5-0. Approved.

c. Personal Property Assessment Notices:

- The Board was presented with the current list of 30 & 45 day notices for Personal Property to be mailed.

Motion to approve the mailing of the Personal Property notices was made by Mr. Seagraves and Ms. Hood seconded the motion. Vote: 5-0. Approved.

5. Real/Personal Property Appraisal:

a. 2018 Appeals:

- Mr. Watson gave the Board an update on the recent Settlement Conference.
- The staff gave the Board a production report for GMASS.

- The staff discussed with the Board the possibility of using GMASS to assist with the Commercial Field Work for 2019.

6. Other Business

a. Attorney Fees:

- The Board reviewed the current attorney bill from Stewart, Melvin & Frost.

b. Citizen Comment Cards:

- The Board was presented with several comment cards from citizens praising the excellent customer service they received from staff within the Tax Assessors Office.

7. Assessor Comments

- Ms. Lipscomb inquired about getting an updated copy of the Policy & Procedure Manual for all the Board members.

8. Executive Session

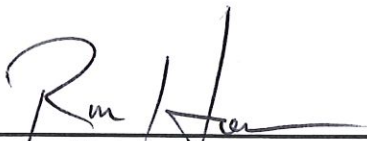
- The Board went into Executive Session at 5:16 p.m. to discuss personnel matters.
- The Board reconvened at 5:37 p.m.

8. Adjourn

- The meeting adjourned at 5:38 p.m.

In order to speak at a board meeting or to get an item on the board's agenda, contact Steve Watson, Chief Appraiser at 770-531-6733.

*****Handouts and documents presented to the Board of Assessors for consideration and that are not included herein are available upon request for review or copied at a nominal cost per copy. For further information, please contact Administrative Services Manager Janene Smith at 770-531-6739 or jasmith4@hallcounty.org.**



Ron House, Chairman



Janene Smith, Recording Secretary