



**Hall County Board of Tax Assessors
Meeting Minutes
Hall County Government Center Building
January 18, 2017
4:00 PM**

- A. MEETING CALLED TO ORDER**
- B. MINUTES FROM JANUARY 4, 2017 MEETING**
- C. EXECUTIVE SESSION**
- D. CONSERVATION USE**
- E. REFUNDS**
- F. PUBLIC UTILITIES**
- G. 2017 ASSESSMENT NOTICES**
- H. DOA SALES RATIO STUDY**
- I. FY2017 BUDGET MID-YEAR ADJUSTMENTS**
- J. POLICY & PROCEDURE – REVIEW, ADOPTION & SIGN OFF**
- K. PILOT AGREEMENTS**
- L. LEGISLATION – LC 43 0405(REGO)**
- M. PUBLIC RELATIONS**
- N. QUESTIONS OR COMMENTS FROM THE BOARD**
- O. ADJOURN**

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Assessors Present: Ron House, Bobby Hulsey, Vicky Cook, Berlinda Lipscomb and Seth Seagraves.

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

Meeting called to order by Chairman House 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. Approval of Minutes from Last Meeting

Motion to accept and approve the minutes as presented was made by Mr. Hulsey and Ms. Cook seconded the motion. Vote: 5-0. Approved.

2. Approval/Additions/Deletions to Agenda: Add Executive Session and add sub sections under 8c – Public Relations.

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

3. Executive Session

- The Board went into Executive Session at 4:01 p.m. to discuss pending litigation.
- The Board reconvened at 4:41 p.m.

4. Old Business

a. Conservation Use:

- The Board was presented with a CUV application on #15-1-34 in the name of Mark Anthony Turpin.
- The owner is requesting pre-approval before deeding land to son to build a house.

Motion to approve the change to #15-1-34 without it creating a breach was made by Ms. Cook and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a CUV application on #15-48-6 in the name of Margaret Mitchell.

- A deed was executed to correct an easement issue with the neighboring property.

Motion to approve the change to #15-48-6 without it creating a breach was made by Ms. Cook and Mr. Hulsey seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a CUV application on #12-42-2 in the name of Black Family Enterprises.
- A deed needs to be executed to correct an encroachment of the house on an adjoining tract of land.

Motion to approve the change to #12-42-2 without it causing a breach was made by Mr. Hulsey and Ms. Cook seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a CUV application on #11-86-14 in the name of Vickey Russell.
- This is a potential breach due to the fact that after the 1.5 ac is taken out for the house you have to cross the covenant acreage to get to the business that is taking place on the unencumbered land.

Motion to table this issue until an opinion can be obtained from the Department of Revenue was made by Ms. Cook and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a Brownfield Application on #01-127-3-58,60,75 in the name of Browns Bridge Crossing.
- The Board was provided with the letter from the Environmental Protection Division granting the certification along with the application.

Motion to approve the brownfield application on #01-127-3-58,60,75 was made by Ms. Lipscomb and Ms. Cook seconded the motion. Vote: 5-0. Approved.

b. Refunds:

- The Board was presented with a refund request on #8-78-32 in the name of Joel Duran.
- This property was inadvertently charged with a finished basement.

Motion to approve the refund request for the last 3 years on #8-45-32 was made by Mr. Hulsey and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a refund request on #15-42B-24 in the name of April Johnston.
- The property owner had her homestead removed in error.

Motion to approve the refund request for the last 3 years on #15-42B-24 was made by Mr. Hulsey and Ms. Cook seconded the motion. Vote: 5-0. Approved.

c. Public Utilities:

- The Board was presented with a revised 2015 public utility notice on CSX Transportation.

Motion to approve the revised notice on CSX Transportation was made by Mr. Hulsey and Ms. Cook seconded the motion. Vote: 5-0. Approved.

5. New Business

a. 2017 Assessment Notices:

- The Board was provided with the tentative time line for 2017 assessment notices and Tax Digest Submission.
- The staff did a presentation for the Board on the progress of the areas being updated for the 2017 tax year.
- Mr. Mott gave the board an update on the number of Personal Property returns received thus far.

b. DOA Sales Ratio Study:

- The Board was informed that the staff had received the Department of Audits sales ratio study and was in the process of reviewing the sales used.

c. FY2017 Budget Mid-Year Adjustments:

- Mr. Watson presented the Board with areas of the budget that Administration is cutting in each department.

d. Policy & Procedure – Review, Adoption & Sign Off:

- The Board was presented with the part of the policy and procedure manual that had been updated that required updated signatures.

6. Other Business

a. Pilot Agreements:

- The Board was presented with a copy of a letter that will be mailed to all properties under a pilot agreement to better manage these programs.

b. Legislation – LC 43 0405(Rego):

- The Board was shown a copy of the proposed legislation clarifying some of the verbiage concerning qualifying for Veterans Exemptions.

c. Public Relations:

- The Board was shown a copy of the press release that was done recently concerning the dates for applying for certain exemptions, covenants and making a tax return.
- Mr. Watson discussed with the board the interview he did with the Times concerning the affect certain types of businesses had on property values. This article will be in the paper in the coming days.

7. Assessor Comments

- The Chairman expressed his appreciation to all the managers and their staff on how smoothly and efficiently the office is running.
- The Chairman also shared as one of his goals was to have better communication moving forward.

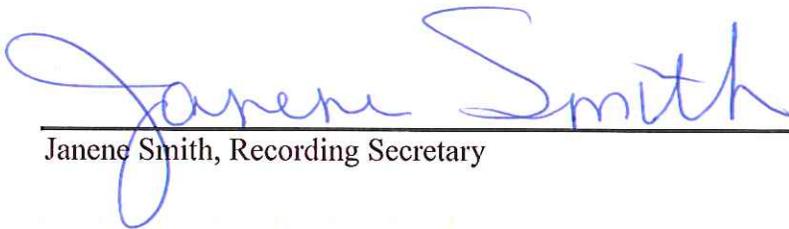
8. Adjourn

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