



**Hall County Board of Tax Assessors
Meeting Minutes
Hall County Government Center Building
June 19, 2019
4:00 PM**

- A. MEETING CALLED TO ORDER**
- B. ELECTION OF CHAIRMAN AND VICE CHAIRMAN**
- C. MINUTES FROM JUNE 5, 2019 MEETING**
- D. EXECUTIVE SESSION**
- E. CONSERVATION USE**
- F. REFUND REQUEST**
- G. EXEMPT PROPERTY APPLICATION**
- H. 2019 TAX DIGEST**
- I. TABLED PILOT NOTICE**
- J. TABLED ACO'S**
- K. FY2020 BUDGET**
- L. POLICY & PROCEDURES**
- M. OUT OF OFFICE**
- N. ASSESSOR APPOINTMENT CONSIDERATION**
- O. QUESTIONS OR COMMENTS FROM THE BOARD**
- P. ADJOURN**

**Hall County Board of Tax Assessors
Meeting Minutes
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June 19, 2019
4:00 PM**

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

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

Meeting called to order by Mr. 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.

4 of 4 Board members present for the meeting.

- 1. Election of Offices for remainder of year 2019 pursuant to GA. 48-5-298(a)**

Motion to elect Ms. Lipscomb as Chairman was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 3-0. Approved.
Motion to elect Ms. Hood as Vice Chairman was made by Ms. Lipscomb and Mr. Seagraves seconded the motion. Vote: 3-0. Approved.
- 2. Approval of Minutes of Last Meeting**

Motion to approve the minutes as presented was made by Ms. Lipscomb and Ms. Hood seconded the motion. Vote: 4-0. Approved.
- 3. Approval/Additions/Deletions to Agenda: No Executive Session**

Motion to approve the agenda as revised was made by Mr. Smith and Ms. Hood seconded the motion. Vote: 4-0. Approved.
- 4. Executive Session**
 - No Executive Session was held today.
- 5. Administrative**
 - a. Conservation Use:
 - The Board was presented with a list of new/renewal applications for approval.
Motion to approve the list of new/renewal applications per staff recommendations was made by Ms. Hood and Mr. Smith seconded the motion. Vote: 4-0. Approved.
 - b. Refund Request:
 - The Board was presented with a refund request on Personal Property Account #316970.
 - The owner sold his Boat and our records did not get updated.
Motion to approve the refund request on #316970 was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.
 - c. Exempt Application:
 - The Board was presented with an exempt application on #01022 005018 in the name of Medlink.
 - This property is used as a community health center.
Motion to approve the exempt application on #01022 005018 was made by Mr. Seagraves and Ms. Hood seconded the motion. Vote: 4-0. Approved.
 - The Board was presented with an exempt application on #08046 001012, #08046 002001 and 08047 002012.
 - These properties are being used as a church and for church purposes.

Motion to approve the exempt applications on #08046 001012, #08046 002001 & 08047 001012 was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

6. Real/Personal Property Appraisal

a. 2019 Tax Digest:

- Mr. McCormick did a power point for the Board showing the number of appeals received and the breakdown of the areas where the appeals were received.

b. Tabled Pilot Notice:

- The Board was presented with the corrected notice on # 15-19-650.

Motion to approve the notice to be mailed on #15-19-650 was made by Mr. Seagraves and Ms. Hood seconded the motion. Vote 4-0. Approved

c. Tabled ACO's:

- The Board was presented with the list of corrected ACO's on #01-035-002-005 & 15-022-000-082.

Motion to approve the corrected ACO's to be sent to the Tax Commissioner's Office was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

7. Chief Appraisers Report

a. FY2020 Budget:

- Mr. Watson informed the Board that nothing new had been reported concerning the budget.

b. Policy & Procedures:

- The Board was informed that the staff was still working on updating the Policy & Procedure manual.

c. Out of Office:

- Mr. Watson informed the Board that he would be out of next week for vacation.

8. Other Business

a. Assessor Appointment Consideration:

- A potential new Assessor sat in on today's meeting.

9. Assessor Comments

- None at this time

10. Adjourn

- The meeting adjourned at 5:00 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.**

Ann Hood

Berlinda Lipscomb, Chairman
Ann Hood Vice

Janene Smith

Janene Smith, Recording Secretary