



Hall County Board of Tax Assessors  
Meeting Minutes  
Hall County Government Center Building  
July 10, 2019  
4:00 PM

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- A. MEETING CALLED TO ORDER**
- B. MINUTES FROM JUNE 19, 2019 MEETING**
- C. NOD'S & RELEASES**
- D. CONSERVATION USE**
- E. HOMESTEAD AUDIT**
- F. REFUND REQUEST**
- G. 2019 TAX DIGEST**
- H. FY2020 BUDGET**
- I. POLICY & PROCEDURES**
- J. ATTORNEY FEES**
- K. SOUTH HALL REPUBLICAN CLUB**
- L. GAAO SUMMER CONFERENCE**
- M. QUESTIONS OR COMMENTS FROM THE BOARD**
- N. ADJOURN**

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**Assessors Present:** Seth Seagraves, Randy Smith, Ann Hood and Eric Jackson. Berlinda Lipscomb was absent.

**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 Vice Chair Ann Hood at 4:00 p.m. in the HR Training Room, 2<sup>nd</sup> Floor, Hall County Government Center Building, 2875 Browns Bridge Road, Gainesville, GA 30504.

4 of 5 Board members present for the meeting.

**1. Approval of Minutes of Last Meeting**

Motion to accept and approve the minutes as presented was made by Mr. Seagraves and Mr. Jackson seconded the motion. Vote: 4-0. Approved.

**2. Approval/Additions/Deletions to Agenda: Add 8d - Logistics**

Motion to approve the agenda as amended was made by Mr. Smith and Mr. Seagraves seconded the motion. Vote: 4-0. Approved.

**3. Administrative**

a. 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 list of NOD's & Releases for Real and Personal Property and Motor Vehicles and in the same motion to approve the list of Appeal Waivers was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

- The Board was presented with a list of current Personal Property Notices to be mailed.

Motion to approve the list of Personal Property Notices to be mailed was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

b. Conservation Use:

- The Board was presented with a list of early withdraws due to meeting age requirements.

Motion to approve sending intent to breach letter with no penalty on early withdraws was made by Mr. Seagraves and Mr. Jackson seconded the motion. Vote: 4-0. Approved.

- The Board was presented with a list of potential breaches due to the death of the owner.

Motion to approve sending intent to breach letter with no penalty on potential breaches was made by Mr. Smith and Mr. Jackson seconded the motion. Vote: 4-0. Approved.

c. Homestead Audit:

- The Board was presented with a list of property owners who were receiving exemptions on more than one piece of property.
- Per Board policy, we will go back up to 3 years for the amount of taxes saved.

Motion to approve sending notices and billing for back taxes on homestead audit list was made by Mr. Seagraves and Mr. Jackson seconded the motion. Vote: 4-0. Approved.

d. Refund Request:

- The Board was presented with a refund request on #15-047E-000-030 in the name of Derrer.
- The owner was charged with a full finished basement by mistake.

Motion to approve sending refund request to the Board of Commissioners was made by Mr. Seagraves and Mr. Jackson seconded the motion. Vote: 4-0. Approved.

**4. Real/Personal Property Appraisal**

a. 2019 Tax Digest:

- The Board was given the number of appeals remaining to be worked for 2019.
- The Board was informed that the marinas had all filed appeals for 2019.
- The Board was informed that LLI had filed an appeal for 2019.
- The Board was presented with a list of 30 day notices to be mailed on July 12, 2019.

Motion to approve mailing 30 day notices July 12, 2019 was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

- The Board was presented with a list of appeals that will be forwarded to the Board of Equalization.

Motion to approve sending the list of appeals to the Board of Equalization was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 4-0. Approved.

- The Board was shown the tax submission documents that the Chair had to sign.

**5. Chief Appraisers Report**

a. FY2020 Budget:

- The Board was given a copy of the FY2020 budget as approved by the Board of Commissioners.

b. Policy & Procedure:

- The Board was informed that the staff was still working on updating this.

**6. Other Business**

a. Attorney Fees:

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

b. South Hall Republican Club:

- Mr. Watson talked about the presentation he did for the South Hall Republican Club.

c. GAAO Summer Conference:

- The Board was reminded of the dates of the annual GAAO Summer Conference and which staff members would be attending.

d. Logistics @HCGC for Thursday, July 11, 2019.

- Mr. Watson discussed with the Board how Administration would be handling traffic in and out of the building during Deputy Dixon's funeral that day.

**7. Assessor Comments**

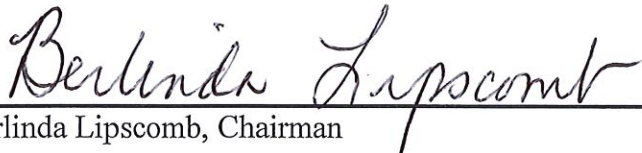
- None at this time.

**8. Adjourn**

- The meeting adjourned at 5:22 p.m.

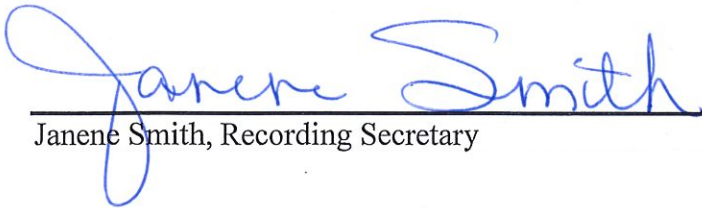
In order to speak at a board meeting or to get an item on the board's agenda, contact Steve Watson, Chief Appraiser at 770-531-6733.

\*\*\*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](mailto:jasmith4@hallcounty.org).



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Berlinda Lipscomb, Chairman



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Janene Smith, Recording Secretary