

Assessors' Meeting Agenda  
August 15, 2017  
8:00 AM

1. Review and approve minutes from July 14th meeting and December 15, 2016.
2. Review and approve E&Rs and NODs presented by appraiser
3. Review and approve homestead exemption applications
4. Review and approve automobile appeal values submitted by appraiser
5. Review and approve Exempt Property Digest
6. Review and sign all digest reports from Assessors' office for digest submission
7. Meeting policy & procedures draft distributed for review and discussion at last meeting
8. Chief Appraiser's Status Report
9. Adjourn

Meeting of the Candler County Board of Tax Assessors  
Minutes of the Meeting- August 15<sup>th</sup>, 2017

Attendees: Lanelle Jarriel, Assessor/Chairman  
Letrell Thomas, Assessor  
Laura Vines, Assessor  
Cheyenne Lanier, Secretary  
Marian Grier, Chief Appraiser

Ms. Jarriel Called the meeting to order at 8:05am.

Motion was made by Mrs. Jarriel to approve the July 14<sup>th</sup> minutes. Ms. Thomas seconded. Minutes were approved and signed.

Motion was made by Ms. Jarriel for a review and action on E&R and NODs. Mrs. Thomas motioned to approve, Mrs. Vines seconded. All were approved.

Motion was made by Ms. Jarriel for a review and action on two Homestead Exemptions. Mrs. Thomas motioned to approve. Mrs. Vines seconded. All were approved.

Motion was made by Ms. Jarriel for a review and action on automobile appeal values. Mrs. Thomas motioned to approve. Mrs. Vines seconded. All were approved.

Motion was made by Ms. Jarriel to review and approve Exempt Property Digest. Mrs. Thomas motioned to approve. Mrs. Vines seconded. Exempt Property Digest was approved.

Motion was made by Ms. Jarriel to Review and sign all digest reports from Assessors' office for digest submission. Mrs. Thomas motioned to approve. Mrs. Vines seconded. Reports were approved.

Meeting Policy & Procedures draft was distributed at last meeting for review. Mrs. Vines motioned to send the draft to the county attorney, Kendall Gross, for review. Mrs. Thomas seconded. The draft will be sent to Mr. Gross.

Mrs. Vines presented her resignation letter to the board effective as of today's date.

Mrs. Grier verbally presented the Chief Appraisers' status report. A copy of the report is attached to this document.

Mrs. Vines motioned to give all Mobile Home inspections to the Board of Commissioners. Mrs. Thomas seconded. Mrs. Grier will notify the Board of Commissioners.

The next monthly meeting was scheduled for September 12<sup>th</sup> at 8:30am.

Ms. Jarriel adjourned the meeting at 8:50am.

Submitted by:

Cheyenne Lanier  
Cheyenne Lanier, Secretary

9.19.17

Date

Approved by:

Lanelle H Jarriel  
Lanelle Jarriel, Assessor/Chairman

9-19-17

Date

Letrell Thomas  
Letrell Thomas, Assessor

9/19/17

Date

Laura Vines, Assessor

Date

Assessors' Meeting  
August 15, 2017  
Chief Appraiser's Report

1. The 2017 – 2018 budgets have been approved by the Board of Commissioners. I have received our final copy with salaries. The Commissioners will no longer pay anyone to do mobile home inspections. Discuss whether we want it to stay in this office.
2. I have requested the Commissioners add language to their survey plat requirement to obtain a shape file or CADD file that can be submitted to TerraMark. The goal is to cut our expense for maintaining our GIS files. We have already incurred \$3,000 expense since July 1 out of our \$5,000 budget for the year.
3. Steve Pohlmann came from TerraMark and updated our GIS files for year ended 2016 splits and corrections.
4. I am currently qualifying 2015, 2016 and 2017 sales to determine if a new rural land schedule is needed. Once parcels with timber are identified, our timber consultant will be notified to cruise and value the standing timber.
5. Regular scheduled meeting for September will be the 12<sup>th</sup>.

August 15, 2017

Candler County Board of Commissioners  
c/o Glyn Thrift  
1075 East Hiawatha Street  
Metter, GA 30439

Dear Commissioners:

I, Laura Vines, resign from my appointed Tax Assessor post as of August 16, 2017 due to scheduling conflicts. Thank you for trust and for the opportunity to serve my County.

Sincerely,  
Laura Lee Ann Vines

A handwritten signature in blue ink, appearing to read 'Laura Lee Ann Vines', written over the typed name.

Laura Vines  
355 South Williams St  
Metter, GA 30439

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alvines@aol.com