

Assessors' Meeting Agenda  
September 11, 2018  
8:30 AM

1. Review and approve minutes from August 7<sup>th</sup> meeting.
2. Review and approve E&Rs and NODs presented by appraiser.
3. Review and approve automobile appeal value changes submitted by appraiser.
4. Review and approve real property value changes under appeal submitted by chief appraiser.
5. Review active appeal list as of meeting date.
6. Review and approve exempt property digest for real and personal.
7. Chief Appraiser's Report
8. Set next meeting date. (tentative October 9<sup>th</sup>)
9. Adjourn

Meeting of the Candler County Board of Tax Assessors  
Minutes of the Meeting- September 11<sup>th</sup>, 2018

Attendees: Lanelle Jarriel, Assessor/Chairman  
Letrell Thomas, Assessor  
James C. Lanier III, Assessor  
Marian Grier, Chief Appraiser  
Cheyenne Lanier, Secretary

Ms. Jarriel Called the meeting to order at 8:30am.

Motion was made by Mrs. Thomas to approve the August 7<sup>th</sup> minutes. Mr. Lanier seconded. Minutes were approved unanimously and signed.

Chris Kight presented typical updates and changes to various properties found during field reviews.

Motion was made by Mrs. Thomas for a review and action on E&R and NODs. Mr. Lanier Seconded. Motion passed unanimously. All were approved.

Motion was made by Mrs. Thomas to approve the real property value changes and new improvements. Mr. Lanier Seconded. Motion passed unanimously. All were approved.

The Board reviewed the remaining active appeals. See Attached List.

Motion was made by Mrs. Thomas to review and approve the exempt property digest for real and personal property. Mr. Lanier seconded. Digest was approved unanimously.

Mrs. Grier presented Chief Appraiser's Report. See attached.

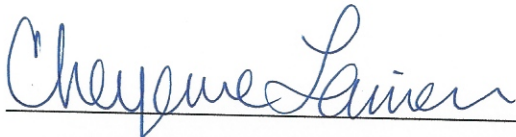
The next monthly meeting was scheduled for October 9<sup>th</sup> at 8:30am.

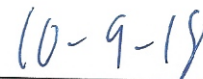
The Board entered into Executive session at 9:50am to discuss personnel.

Executive Session ended at 10:45am.

Ms. Jarriel adjourned the meeting at 10:45am.

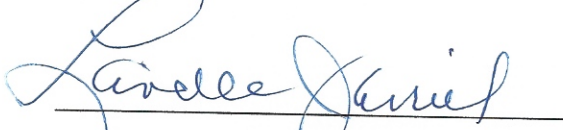
Submitted by:

  
Cheyenne Lanier, Secretary



Date

Approved by:



Lanette Jarriel, Assessor/Chairman

10-9-18

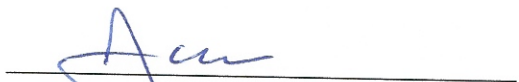
Date



Letrell Thomas, Assessor

10/9/18

Date



James C. Lanier III, Assessor

10-9-18

Date

# CANDLER COUNTY TAX ASSESSORS

35 S W BROAD STREET SUITE E  
METTER, GEORGIA 30439  
Voice: 912-685-6346 Fax: 912-685-3818  
Visit us on the web at [www.candlertax.org](http://www.candlertax.org)

Lanelle Jarriel, Assessor Chairman  
Letrell Thomas, Assessor  
James C. Lanier, III, Assessor

Marian Grier, Chief Appraiser  
Erica Campbell, Personal Property Appraiser  
Dee Dee Clark, Appraisal Clerk  
Cheyenne Lanier, Deed Clerk

## CLOSED MEETING AFFIDAVIT

STATE OF GEORGIA  
COUNTY OF CANDLER

### AFFIDAVIT OF CHAIRMAN OR PRESIDING OFFICER

Lanelle Jarriel, Chairwoman of the Candler County Board of Tax Assessors, being duly sworn, states under oath that the following is a true and accurate to the best of her knowledge and belief:

1. The Candler County Board of Tax Assessors met in a duly advertised meeting on Tuesday, September 11, 2018.
2. During such meeting, the Board voted to go into closed session.
3. The executive session was called to order at 10:10 a.m.
4. The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law:

\_\_\_\_ Consultation with the county attorney or other legal counsel to discuss pending or potential litigation, settlements, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. 50-14-2(1);

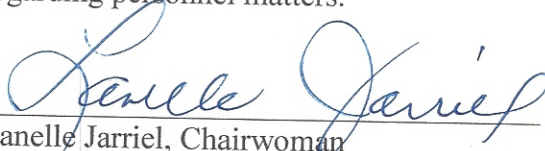
\_\_\_\_ Discussion of tax matters made confidential by state law as provided by O.C.G.A. 50-14-2(2);

\_\_\_\_ Discussion of the future acquisition of real estate as provided by O.C.G.A. 50-14-3(4);

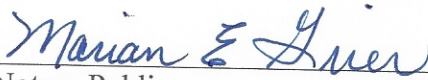
X Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a county officer or employee as provided in O.C.G.A. 50-14-3(6);

\_\_\_\_ Other: consultation with the county attorney regarding personnel matters.

This 9<sup>th</sup> day of October, 2018.

  
Lanelle Jarriel, Chairwoman  
Candler County Board of Tax Assessors

Sworn to and subscribed before me this  
9<sup>th</sup> day of October, 2018.

  
Notary Public





September 11, 2018  
Chief Appraiser's Report

1. Verbal report of Commissioners' meeting attended the previous evening September 10th. Bryan Aasheim will present the winning bid for aerial mapping services to the BOC.
2. New Computers- All purchased and set up. Mine needs software added for WinGAP and ArcView to be operational. Happening this week.
3. The RFP was posted on the County website on August 9<sup>th</sup>. Proposals were due by September 5<sup>th</sup> at 2:00 pm. Seven were received in total. The bid selection committee consisted of Lanelle Jarriel, James C. Lanier, III, Justin Well, Bryan Aasheim, and Marian Grier. Steve Pohlmann guided the committee through the process but did not vote. The top three were short listed for final consideration based on price. The Sanborn Map Company, Inc. was chosen as the first company with which to enter contract negotiations. Services chosen are: Mandatory Data: \$48,984.63; Optional Transportation Nodes and Centerlines: \$6,309.96; And Optional Structure Outlines: \$3,618.07. These prices are based on offshore pricing as opposed to higher rates for US based pricing.
4. I represented our office on the Candler County Hazard Mitigation Planning Committee meeting on August 16, 2018. The meeting consisted of a review all previous input which is now committed to paper.
5. Mark Lovett came August 7<sup>th</sup> to do our regular 3-year review by the DOR. The review went very well. Mark's comments were:
  - a. Be sure the Assessors approve the FLPA Index, FLPA schedules and CUVA schedules and document such in the minutes.
  - b. Public Utility notices must be documented in the minutes noting the date they are approved and signed.
  - c. Mark is sending an IAAO Construction in Progress schedule which he recommends we adopt into our policy book. See attached.
  - d. Mark recommended we ask Patty Sikes for the extra copy of the mobile home PT40 receipts for prebilled. We can enter them into WinGAP and run a report on unpaid by those missing the decal number and give it to the tax commissioner. This will satisfy our requirement by law to provide the TC a list of mobile homes without decals.

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COUNTRY NAME: CANDLER  
 COMPANY: THE MILLION PINES CO. LLC  
 TOTAL CONTRACT: \$38,272

DATE:	9/6/2018
INVOICE NUMBER:	3
BILLING PERIOD:	AUGUST

[illegible]

**TOTAL**  
**\$38,272**