

TALBOT COUNTY

Board of Tax Assessors

705.685.8377 (PHONE)
705.685.9168 (FAX)

38 S. JEFFERSON AVE.
PO BOX 487
TALBOTTON, GA 31827

Daniel B. Coffee, Chairman
Jon G. Hale, Jr., Vice-Chairman
Leticia A. Cook, Member
Lauren A. Harbin, Secretary

Board of Assessors Meeting Minutes July 27, 2017

1. The meeting was called to order by Chairman Dan Coffee at 4:30 pm at the office of the Talbot County Board of Tax Assessors. A quorum was present including the following: Daniel B. Coffee, Leticia Cook, and Lauren A. Harbin, Secretary. Mr. Hale was attending training in Macon.
2. The agenda was amended to add the 2015 Digest Review report. Ms. Cook made a motion to amend the agenda and Chairman Coffee seconded the motion. So carried 2-0-0.
3. Ms. Cook made a motion to approve the June 19, 2017 minutes as presented. Chairman Coffee seconded the motion. There was no discussion. The motion passed 2-0-0.
4. There were no public appearances.
5. Old Business
 - A. Office Furniture- Mrs. Harbin updated the Board of Assessors on the office furniture purchase. The office furniture for her office and the Board of Assessors meeting tables and chair is scheduled to be delivered August 2, 2017. The furniture for the remaining office was approved for the 2017-2018 budget and the order is pending.
 - B. Mrs. Harbin provided the Board with a verbal report on the personal property audit inquiry. The County Manager was advised that the cost for a complete personal property audit for all accounts would be in the range of \$200,000.00. Chairman Coffee suggested she make a calendar reminder for February for this to be discussed further for the possible inclusion in the 2018-2019 fiscal year budget request. The upcoming audit of Oliver Logging was also discussed. The Board was briefed on the governing authority taking action on a refund for Oliver Logging, hence initiating a complete 3 year audit of the account by the Tax Assessors Office to determine the exact refund amount.
7. New Business
 - A. Value Report – Mrs. Harbin presented the Board with a spreadsheet of all value changes since the previous monthly meeting. Ms. Cook made a motion to approve the value changes as presented. Chairman Coffee seconded the motion. There was no discussion. The motion passed 2-0-0.
 - B. Error and Releases- The Board of Assessors reviewed the error and released provided by Mrs. Harbin. They were approved for 007-059-01, 007-221-34, TALB17B-16 and 007-166-27
 - C. Budget Report – Mrs. Harbin provided the Board with the most current tentative budget report provided by the Board of Commissioners through the month of June.

D. Mrs. Harbin updated the Board that the 2017 digest had been forwarded to the Tax Commissioners office, and that the Tax Assessors office was currently working in the 2018 digest year.

E. Mrs. Harbin presented the Board with an Appeal Status report. Board of Equalization and Appeal Administrator issues concerning BOE member qualification and procedural issues were discussed.

F. The Department of Audits ratio study report for 2016 was presented to the Board and made a portion of the minutes. The 2016 Ratio was set at 36.18.

G. Internal ratio studies for 2017 were presented to the Board and made a portion of the minutes.

H. Mrs. Harbin informed the Board of the Timberlands II appeal. The appeal initially appeal value and uniformity, but upon further discussion with the agent there was an issue concerning GIS vs. deeded acreage for 2017. Mr. Mitchell Graham agent for Timberlands II has requested that all Timberlands II parcels be reassessed on GIS acreage instead of Deeded acreage. The Board agreed and Ms. Cook made a motion and Chairman Coffee seconded the motion. There was no further discussion. The motion passed 2-0-0.

I.. Mrs. Harbin informed the Board that she would like to join IAAO. She stated that she felt it would increase her networking with other officials and provide her beneficial assessment information. The membership also allows her to take IAAO training at a reduced rate. Online training was also discussed

J. Mrs. Harbin gave the Board an update concerning the summer conference she attended July 16-19. She also informed the Board that she had agreed to sit on an upcoming committee with GAAO Executive Board at the request of Silas Hrobar the Southwest District representative.

K. Homestead Applications for 2018 – The Board reviewed the homestead applications, and Ms. Cook made a motion to approve them as presented. Chairman Coffee seconded the motion. The motion carried 2-0-0. Homestead applications were approved for 2018 for the following accounts: OAKM18-05 'S4', 005-021-16 'S1', 005-122-11 'S3', FLINAA-15 'S3', 007-166-15 'S4', 007-166-24 'S4', TALB17B-07 'S4', 005-122-55-H 'S3',

L. Conservation continuations and renewals were reviewed by the Board and Ms. Cook made a motion to approve them as presented. Chairman Coffee seconded the motion. The motion carried 2-0-0. There was no further discussion. The covenants approved are as follows:

007-162-10-H	007-158-22	005-003-06	007-174-09
007-110-02 W/RELEASE	005-126-15-A	007-158-13	007-059-01
005-120-11	005-114-19		

M. Forest Land Protection- None

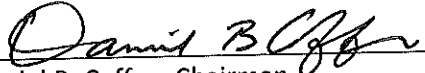
N. Member Matters – Chairman Coffee commended Chief Appraiser Lauren Harbin on willingness to do community outreach with the upcoming Forestry Workshop. The workshop is scheduled for August 11, 2017 at the Chamber of Commerce. Mrs. Harbin and DOR Specialized Assessment Manager Kenny Colson will give a presentation on Conservation Use and Forest Land Protection in Talbot County.

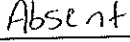
O. Executive Session- There was no executive session

J. The tentative date of Monday August 21, 2017 was set for the next monthly meeting at 4:30pm.

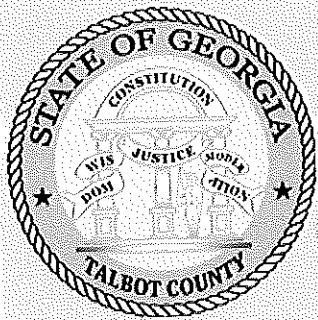
K. A motion was made to adjourn the meeting at 6:58 pm by Ms. Cook. Chairman Coffee seconded the motion and there was no further discussion. The motion passed 2-0-0.

Submitted by Lauren A. Harbin, Secretary


Daniel B. Coffee, Chairman


Jon G. Hale, Jr, Vice-Chairman

Leticia A. Cook, Member



TALBOT COUNTY

Board of Tax Assessors

talbotcountyga.com
(404) 666-8377 phone
(404) 666-8368 fax

111 S. Jefferson Ave.
PO BOX 187
Tallapoosa, GA 30727

MONTHLY MEETING

July 27, 2017

TAX OFFICE ANNEX

4:30 pm

AGENDA

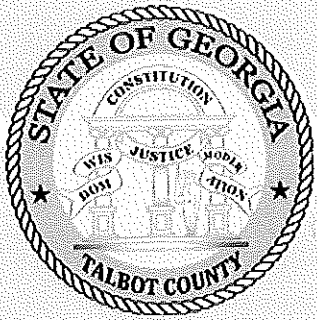
1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
 - A. June 19, 2017
4. Public Comment
 - A. Appearances
 - i. None
5. Old Business
 - A. Office Furniture Update
 - B. Personal Property Audit Inquiry Update
6. New Business
 - A. Value Report
 - B. Error and Releases
 - C. Budget Report
 - D. Digest Update
 - E. Appeal Update
 - F. Department of Audits Ratio Study for 2016
 - G. Internal Ratio Study 2017
 - H. Timberlands II deeded vs. GIS acreage
 - I. IAAO Membership

Daniel B. Coffee, Chairman

Jon G. Hale, Jr., Vice-Chairman

Leticia A. Cook, Member

Lauren A. Harbin, Chief Appraiser



TALBOT COUNTY

Board of Tax Assessors

talbotco@talbotcountyga.com
706.635.3577 (Mobile)
706.635.3113 (Fax)

38 S. McIntosh Ave.
PO Box 387
Talbott, GA 31077

J. GAAO Summer Conference Update

K. Homestead Applications for 2018

L. Conservation Use

i. Applications

ii. Releases

M. Forest Land Protection Act

i. Applications

ii. Releases

N. Members Matters

O. Executive Session

i. Personnel Issues

P. Announcements

i. Next scheduled monthly meeting is tentatively _____ August __, 2017.

Q. Adjournment