

TALBOT COUNTY

Board of Tax Assessors

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18 S. Jefferson Ave.
PO BOX 387
Tallapoosa, GA 37827

MONTHLY MEETING

March 12, 2018

TAX OFFICE ANNEX

4:30 pm

AGENDA

1. Call to Order
2. Approve Agenda, and any additions
3. Approval of Minutes
 - A. January 29, 2018
4. Public Comment
5. Old Business- None
6. New Business
 - A. Error and Releases
 - B. Budget Report
 - C. FY 2018-2019
 - i. Budget Preparation
 - ii. Budget Workshop
 - D. Commendation of Quentin Leonard for obtaining Appraiser III Certification
 - E. Vacancy Status
 - F. Personal Property Processing Contract
 - G. Tax Assessors Policy Manual
 - H. Appeal Update
 - i. Completed
 - ii. Pending
 - a. 723 21st Place Investments, LLC

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

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iii. Appealed to Superior Court

I. DOR Annual Report

J. Homestead Applications for 2018

K. Conservation Use

i. Applications

ii. Releases

L. Forest Land Protection Act

i. Applications

ii. Releases

M. Members Matters

N. Executive Session

i. Personnel Issues

O. Announcements

i. Next scheduled monthly meeting is tentatively _____ April____, 2018.

P. ` Adjournment



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385 JEFFERSON AVE.
PO BOX 387
Talbott, GA 31027

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

Board of Assessors Meeting Minutes March 12, 2018

1. The meeting was called to order by Chairman Coffee at 4:36 pm at the office of the Talbot County Board of Tax Assessors. A quorum was present including the following: Daniel B. Coffee, Jon G. Hale, Jr., Leticia A. Cook and Lauren A. Harbin, Secretary.
2. Vice-Chairman Hale made a motion to approve the agenda without any additions. Ms. Cook seconded the motion. There was no discussion. The motion passed 2-0-0.
3. Vice-Chairman Hale made a motion to approve the January 29, 2018 minutes as presented. Ms. Cook seconded the motion. There was no discussion. The motion passed 2-0-0.
4. Old Business- None
5. New Business

A. Error and Releases- The Board of Assessors approved the Error and Releases, as presented with Vice-Chairman Hale making the motion and Ms. Cook offering the second. There was no further discussion. The motion carried 2-0-0.

B. Budget Report – Mrs. Harbin presented the Board with the budget report through December 31, 2018 as received from the Commissioners Office. The Board reviewed expenditures. There were no concerns.

C. Mrs Harbin informed the Board that she had begun working on the FY 2018-2019 budget spreadsheet. Chairman Coffee suggested having a called meeting for the budget workshop on March 26, 2018 at 2:00pm the date and time was suitable for all members.

D. Mrs. Harbin updated the Board on Mr. Leonards most recent accomplishment in having obtained his Appraiser III certification. All member's extended their congratulations on his achievement.

E. The current vacancy for the Personal Property auditor position was discussed. Mrs Harbin updated the Board on the status of the vacancy for the Personal Property auditor position. She briefed the Board that the job vacancy announcement closed on March 1st and interviews were conducted by herself and Mr. Leonard. The selected applicant initially accepted the position and was in the process of completing the on-boarding process when she called to advise that she would be declining our position due to receiving another more attractive offer. Mrs. Harbin then extended an offer to the second ranked applicant who also declined the position based on salary. After coordination with the County Manager on the difficulties filling the position, it was recommended to wait and re-advertise the position after the FY 2018-2019 budget is approved. In the meantime, Mrs. Harbin is conducting a market analysis to review salaries from surrounding counties and from counties of similar size.

F. Mrs. Harbin updated the Board that the personal property processing proposal was approved, upon recommendation of the Board of Assessors, by the Board of Commissioners at their February meeting,

and our current budget was amended to allow for the expenditure.

G. During the August 2, 2016 meeting, the Board voted to adopted the policy manual (template) released by GAAO. Upon further review Mrs. Harbin recommended several changes to make the template more specific to Talbot County. Upon a motion by Vice-Chairman Hale with Ms. Cook seconding the motion the office policy was amended and adopted with changes. There was no discussion. The motion passed 2-0-0.

H. Mrs Harbin updated the Board on the pending appeals. At this time the only pending appeal is for the Conservation breach on 723 21st Place investments property previously owned by Barry Harbin. At the current time the appeal administrator is awaiting reappointment of BOE members by the grand jury. The grand jury is meeting in March and the appeal administrator has informed Mrs. Harbin that the appeal will be scheduled once those appointments are made.

I. Mrs. Harbin presented the Board with a copy of the Department of Revenue Annual report for their review. There was no action needed.

J. Homestead Applications for the current period were reviewed and approved. Vice-chairman Hale made a motion and Ms. Cook seconded the motion. There was no discussion. The motion passed 2-0-0. List of applicants attached.

K. Conservation Use

i. Conservation continuations were reviewed by the Board and Vice-Chairman Hale made a motion to approve them as presented. Ms. Cook seconded the motion. Ms. Cook recommended that applications with homesite subtractions be initialed if the acreage change was made after the application was signed, to indicate that the reason for the reduction in approved acreage had been explained to the applicant. The motion carried 2-0-0. A listing of the Covenants is attached.

ii. Releases – None

L. Forest Land Protection

i. Applications for FLPA covenants were reviewed by the Board and Vice-Chairman Hale made a motion to approve them as presented. Ms. Cook seconded the motion. The motion carried 3-0-0. A listing of the Covenants is attached.

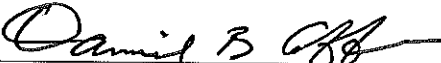
M. Mrs. Harbin informed the Board that the registration for CAVEAT in May had not yet been released, but that the same courses would be offered at Callaway Gardens during Short Course in November.

N. There was no executive session.


O. The next scheduled regular monthly meeting is tentatively Monday April 23, 2018 at 4:30pm.

M. A motion was made to adjourn the meeting at 6:07 pm by Vice-Chairman Hale. Ms. Cook 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

Homestead Exemption Application
3.12.18

Parcel	Owner	Exemption	Recommendation
007-227-13	Stanley & Sue Chapman	S4	Approve
SCENC 03	Dianne Mohny	S4	Approve
005-143-05 A03	Mattie R White	S5	Approve
007-213-31	Joshua James Casper	S1	Approve
005-005-43 D3	George M Gilmer	S1	Approve
007-166-39 B	Antonio Trice	S1	Approve
WOOD53 A06	Robin Delong	S1	Approve
TALB15 A07 03	Shekeva Bunkley	S1	Approve
007-045-20 IN	Ronnie & Barbara Snellings	S4	Approve
005-021-10 C	Jaclyn Hayes	S1	Approve
JUNC06 B	Lisa Addison	S1	Approve
007-154-06 05	Darrell Dull	S1	Approve
005-157-05	Mildred S Anderson	S4	Approve
006-254-06 B	William T Allen	S1	Approve
005-021-42 B	Teresa Crayton	S4	Approve
007-219-65	Clotee Patrick Smith	S4	Approve
007-160-11	Windell & Velma Hinton	S4	Approve
007-114-11 E	Arnold N Cummings Jr. Etal	S3	Approve
007-215-01 24	Edward E & Delores S Simmons	S3	Approve
005-147-04 J	Randy Mahone	S1	Approve
007-217-20 A	Mardene Layfield	S3	Approve

CUVA/FLPA Applications

Parcel	Owner	Covenant Type CUVA/ FLPA	New, Renewal, Continuation	Recommendation
007-108-03	John Cox	FLPA	C	Approve
007-077-01	John Cox	FLPA	C	Approve
007-114-09 C	Susan D Gordon	CUVA	R	Approve
007-221-38	Linda Walker	CUVA	R	Approve
006-277-15 14	Charles & Marie Conklin	CUVA	R	Approve
007-221-16	William & Susan Drury	CUVA	R	Approve
005-021-11	Gary H Rogers	CUVA	R	Approve
007-158-11	Mark E Webb	CUVA	R	Approve
007-102-16	Peggy Lee Carlisle Morris	CUVA	C	Approve
007-114-19	John E Fine	CUVA	R	Approve
005-110-03 D	Scott & Christine Shelfo	CUVA	R	Approve
007-213-01 A06	Ms Robinson Properties LLC	CUVA	R	Approve
006-271-02	J R & Stanley Lumsden	CUVA	C	Approve
005-011-26	Becky Dent Thomas	CUVA	R	Approve
007-073-06 A	David R Rogers	CUVA	R	Approve
005-021-33	Patrick Loughlin Trustee	CUVA	C	Approve
005-147-12	Diantha K Graves & Luann K Murphy	CUVA	R	Approve
007-158-12 A	Steven W Slaughter	CUVA	R	Approve
007-211-18 E	Eula Kate Hollis	CUVA	R	Approve
005-112-03 E	Peggy A Russell Gibson	CUVA	R	Approve
005-149-44	Betty J Jowers	CUVA	R	Approve
007-075-20 A	Kelly C Zimmerman As Trustee	CUVA	R	Approve
007-108-07			C	Approve
007-075-03 C			C	Approve
005-118-03	Robert & Kelly Gardner	CUVA	R	Approve
007-114-23	Dela Hadden Woodall	CUVA	R	Approve
007-114-13	Dela Hadden Woodall Estate	CUVA	R	Approve
007-114-33	" " " "	" "	R	Approve
005-159-23 G	William K Brown Etal	CUVA	C	Approve
005-021-07	William Fred Hanson	CUVA	R	Approve
007-154-06 A	David C Tucker	CUVA	R	Approve
005-019-08 A	Linda & Stephen Whitley	CUVA	R	Approve
005-019-08 B		CUVA	R	Approve
006-201-02	Jerry M Anderson	CUVA	R	Approve
007-100-07	Beulah Mae Jones	CUVA	R	Approve
007-102-06	Ida Bell Adams	CUVA	R	Approve
005-126-19	Susie Bunkley Heirs	CUVA	R	Approve