



**Hall County Board of Tax Assessors  
Meeting Minutes  
Hall County Government Center Building  
February 6, 2019  
4:00 PM**

---

- A. MEETING CALLED TO ORDER**
- B. MINUTES FROM JANUARY 16, 2019 MEETING**
- C. FY2020 BUDGET**
- C. NOD'S & RELEASES**
- D. CONSERVATION USE**
- E. EXEMPT APPLICATIONS**
- F. REFUND REQUEST**
- G. 2018 APPEALS**
- H. 2019 UPDATE**
- I. PERSONAL PROPERTY**
- J. ATTORNEY FEES**
- K. ASSESSOR TRAINING CERTIFICATION**
- L. CAVEAT**
- M. WINGAP BUSINESS MEETING**
- N. STAFFING**
- O. IPT – MEETING**
- P. QUESTIONS OR COMMENTS FROM THE BOARD**
- Q. ADJOURN**

**Hall County Board of Tax Assessors**  
**Meeting Minutes**  
**Hall County Government Center Building**  
**February 6, 2019**  
**4:00 PM**

---

**Assessors Present:** Ron House, Berlinda Lipscomb, Seth Seagraves, Randy Smith and Ann Hood.

**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 Chairman Ron House 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.

5 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. Smith and Ms. Hood seconded the motion. Vote: 5-0. Approved.

**2. Approval/Additions/Deletions to Agenda: Move 7E – Staffing to front of meeting**

Motion to approve the agenda as amended was made by Ms. Lipscomb and Mr. Seagraves seconded the motion. Vote: 5-0. Approved.

**3. Administrative**

a. FY2020 Budget:

- Mr. Watson informed the Board that he had received the FY2020 budget packet and would be starting to work on it.

b. 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 current list of NOD's & Releases for Real and Personal Property and Motor Vehicles and in the same motion to approve the current list of Appeal Waivers was made by Mr. Seagraves and Ms. Hood seconded the motion. Vote: 5-0. Approved.

- The Board was presented with the current list of Personal Property notices to be mailed.

Motion to approve the current list of Personal Property notices to be mailed was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 5-0. Approved.

c. Conservation Use:

- The Board was presented with a list of CUV applications for renewal.

Motion to approve the list of staff recommended renewals was made by Mr. Smith and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a mid-year change that the staff is recommending approval.

Motion to approve the mid-year change covenant was made by Mr. Smith and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a list of covenants choosing not to renew.

Motion to approve the list of non-renewals was made by Ms. Lipscomb and Ms. Hood seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a potential breach due to the death of the owner.  
Motion to approved sending intent to breach letter with no penalty was made by Ms. Hood and Ms. Lipscomb seconded the motion. Vote: 5-0. Approved.

- The Board was presented with a list of covenants that would be breached due to R/W acquisition.

Motion to approve the list of parcels to be removed from the covenant due to R/W with not penalty was made by Mr. Smith and Ms. Hood seconded the motion. Vote: 5-0. Approved.

d. Exempt Applications:

- The Board was presented with an exempt application on #10117 000042 in the name of Journey Baptist Church.
- This was property that was owned and being used as a church. The current owners are also using it as a church.

Motion to approve the exempt application on #10117 000042 was made by Mr. Seagraves and Mr. Smith seconded the motion. Vote: 5-0. Approved.

- The Board was presented with 2 exempt applications on property located on Hillcrest Drive and Gateway Centre Parkway in the name of Gainesville and Hall County Development Authority.
- This property is for part of the Georgia Port Authority Inland Port.

Motion to approve the exempt applications in the name of the Gainesville and Hall County Development Authority was made by Ms. Hood and Mr. Smith seconded the motion. Vote: 5-0. Approved.

e. Refund Request:

- The Board was presented with a refund request on Personal Property Account #307220.
- The owner was charged for a boat that had been sold.

Motion to approve the refund request on #307220 was made by Mr. Smith and Ms. Hood seconded the motion. Vote: 5-0. Approved.

**4. Real/Personal Property Appraisal**

a. 2018 Appeals:

- The Board was given the statistics on the BOE hearings that were held in January.
- The Board was given what the appeal loss was from the 2018 property tax appeals.

b. 2019 Update:

- Mr. McCormick gave the Board the latest sales ratios on all classes of property for 2019.
- Mr. Watson discussed with the Board some of the Special Projects for the 2020 budget.

c. Personal Property:

- The Board was presented with a Motor Vehicle Appeal to be forwarded to the Board of Equalization.

Motion to send the Motor Vehicle Appeal to the BOE was made by Ms. Hood and Mr. House seconded the motion. Vote: 5-0. Approved.

**5. Other Business**

a. Attorney Fees:

- The Board reviewed the current attorney bill from Freeman, Mathis & Gary.
- The Board reviewed the current attorney bill from Stewart, Melvin & Frost.

b. Assessor Training Certification:

- The Board was reminded that several of them were registered to take some required schooling next month.

c. CAVEAT:

- The Board was informed of the dates for CAVEAT this year.

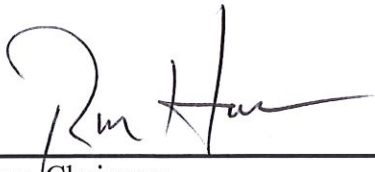
d. WinGap Business Meeting:

- The Board was reminded which staff members would be attending the business meeting next week.

- e. Staffing:
    - The Board was introduced to the newest employees in the office.
  - f. IPT – Institute for Professionals in Taxation Meeting:
    - The Board was informed that Mr. Watson was asked to participate in this meeting in Atlanta.
- 6. Assessor Comments**
- None at this time.
- 7. Adjourn**
- The meeting adjourned at 5:20 p.m.

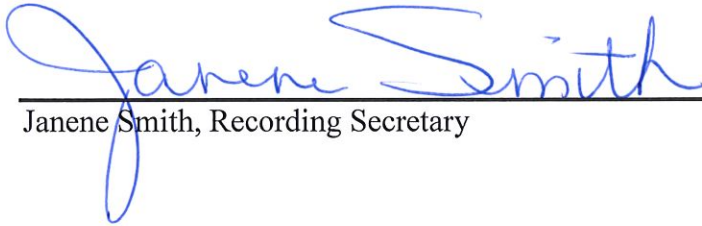
**In order to speak at a board meeting or to get an item on the board's agenda, contact Steve Watson, Chief Appraiser at 770-531-6733.**

**\*\*\*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).**



---

Ron House, Chairman



---

Janene Smith, Recording Secretary