



HABERSHAM COUNTY
GEORGIA | Est. 1818

HABERSHAM COUNTY

Board of Tax Assessors

130 Jacobs Way, Suite 201, Clarkesville, GA 30523
706-839-0100 Fax: 706-754-8079

Monday, July 10, 2023, 9:00 a.m.

A G E N D A

- I. Call to order by Chairperson; invocation by Michael Larson**
- II. Approve Agenda**
- III. Old Business**
 - 1. Minutes:** June 26, 2023
 - 2. Miscellaneous:**
- IV. New Business:**
 - a. Homestead Exemption:**
 - i. 2023 Approval Listing ---
 - ii. 2023 Denial Listing – NONE
 - iii. Miscellaneous – Chastain, Vinona W 041-170
 - b. Conservation Use Valuation Assessment:**
 - i. 2023 Releases –NONE
 - ii. 2023 Recommended Approvals -- NONE
 - iii. 2023 Under 10 acres -- NONE
 - iv. 2023 Family Farms/LLC-- NONE
 - v. 2023 Eligibility Concerns -- NONE
 - vi. Miscellaneous –
 - c. Redaction Request:** Elam, Joe & Penny 052-102
 - d. Acreage Correction with Plat:** Cross, Sarah 047-054
 - e. Status Update from Chief Appraiser**
 - f. Executive Session**
 - g. Miscellaneous:**

Next meeting: July 24, 2023 (Monday)

Upcoming Holidays None



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Monday, July 10, 2023 9:00 A.M.

A regularly scheduled meeting of the Habersham County Board of Assessors was held on Monday, July 10, 2023, at 9:00 a.m. in the Conference Room located at 130 Jacob's Way, Clarkesville, in Habersham County, Georgia on the 2nd floor.

Present: Amy Sgro, Chairperson; Denise York, Vice-Chairperson; Mariah Holbrooks, Member; Michael Larson, Member; Bill Terry, Member; Joan Church, Chief Appraiser; Amy Garmon, Secretary

Absent: None

Chairperson Sgro called the meeting to order at 9.00 a.m.

Michael Larson delivered the invocation.

Approval of Agenda:

Motion made by Mariah Holbrooks to approve the July 10, 2023 agenda; seconded by Denise York; voted unanimously to approve motion.

Old Business:

Board Minutes: June 26, 2023

Motion made by Bill Terry to forego the reading and approve the minutes of June 26, 2023; seconded by Michael Larson; voted unanimously to approve motion.

New Business:**Homestead Exemption:**

The attached listing of applicants for various homestead exemptions was submitted for review and approval by the Board for Tax Year 2023. Motion made by Bill Terry to approve the listing of homestead exemption applications for Tax Year 2023; seconded by Michael Larson; voted unanimously to approve motion.

Miscellaneous: Chastain, Vinona W 041-170

Ms. Garmon provided the Board with an Age 65 Total School Tax Homestead exemption filed by Ms. Vinona Chastain. Ms. Chastain originally had the Age 65 Total School Tax Homestead exemption however it was removed for Tax Year 2023 due to failure to receive income. Motion made by Mariah Holbrooks to approve the homestead exemption for Ms. Vinona Chastain for Tax Year 2023; seconded by Denise York; voted unanimously to approve motion.

Redaction Requests:**Elam, Joe & Penny**

Ms. Garmon provided the Board with a redaction request received from Joe & Penny Elam. Ms. Elam is a teacher. Motion made by Denise York to approve redaction request for Joe & Penny Elam for Tax Year 2023; seconded by Bill Terry; voted unanimously to approve motion.

Acreage Correction with Plat: Cross, Sarah 047-054

Ms. Church provided the Board with a request she had received from Ms. Sarah Cross to correct the acreage on her property for Tax Year 2023. Ms. Cross had a survey dated for 2022 but it was not recorded until June 2023. The acreage was originally listed as 3.18 acres but with the survey it should be 2.74 acres. Motion made by Mariah Holbrook to approve the acreage correction for Tax Year 2023; seconded by Denise York; voted unanimously to approve motion.

Status Update from Chief Appraiser

Ms. Church provided the Board with the status report of everything that has been happening since the last meeting:

- Ms. Church has been very busy with taxpayers, phone calls & digest information.
- County Manager Alicia Vaughn has asked Joan to attend the BOCC meeting on July 17 to discuss McCormick Solutions with the Commissioners.
- Ms. Church & Ms. Garmon met with McCormick Solutions on Friday. Chairperson Sgro asked when could McCormick solutions start if we could get a waiver for the RFP. Ms. Church indicated she would reach out to Mr. McCormick.
- During the Status update, Bill Terry provided a listing of questions that he & Michael Larson learned about in class. The listing is as follows with the answers provided by Ms. Church:
 - ✓ Does the office have an APM? Yes, we do have one available.
 - ✓ Was there any advance communication to the local government officials (county commission, city mayors, etc) or property owners re: 2023 appraisal review /adjustments? Nothing was placed in the newspaper and basically only word of mouth that all sales indicated a value increase for 2023.
 - ✓ Are physical inspections done preceding any CUVA denial? Yes
 - ✓ Is all CUVA property inspected every 2 years? No
 - ✓ Is annual DOR data used to change acreage values each year for CUVA? Yes
 - ✓ Are high/low sales ratio studies conducted? Yes.
 - ✓ Are sales ratio studies conducted weekly? Monthly? Depends but the sales ratio studies are conducted by neighborhoods, countywide, & different classes such as residential, commercial, etc.
 - ✓ Does Habersham County require mobile home decals? Yes
 - ✓ Does office search deeds for restrictions, covenants, etc impacting Fair Market Value? Upon request
 - ✓ Does the office receive the following information from other entities: Building Permits, Final Inspection Reports, Certificate of Occupancy Notice, Zoning updates; Business License copies?

We do receive a listing of the Business Licenses from the cities & county upon request.

- ✓ Is there a file copy of the approved House Bills permitting local exemptions public vote? Yes we have a copy of the approved House Bills.

Miscellaneous:

Denise York indicated there may come a time when she is unable to be vice-chair due to family medical issues. Chairperson Sgro asked if anyone was interested in being a co-vice chair in Ms. York's absence. The only time a co-vice chair would be needed is if Chairperson Sgro and Ms. York are both out at the same meeting. A motion would need to be made at the meeting in which the co-vice chair was needed.

Executive Session

Motion made by Bill Terry to enter Executive Session at 10:29 a.m.; seconded by Mike Larson; voted unanimously to approve motion.

Motion made by Mariah Holbrooks to exit Executive Session at 12:18 p.m; seconded by Denise York; voted unanimously to approve motion.

Miscellaneous:

Chairperson Sgro asked Ms. Garmon to place Executive Session on the August 28th agenda.

The Board briefly discussed cross-training of all staff members. Michael Larson indicated that he spoke with Joseph Adams with the Department of Revenue concerning software.

Adjournment

Motion made by Mariah Holbrooks to adjourn the meeting; seconded by Bill Terry; voted unanimously to approve motion. The meeting was adjourned by Chairperson Sgro at 12:36 p.m.

Respectfully submitted,



Amy Sgro, Chairperson

Attest:



Amy Garmon

Secretary to the Board of Assessors/Deputy
Chief Appraiser

Approved: 
Denied: _____

Approval Listings
July 10, 2023

<u>Name</u>	<u>Map Parcel</u>	<u>Exemptions</u>	<u>Accepted Application</u>	<u>Reviewed Application</u>
ARROWOOD, HENRY & ADA	108-226	EL7F	Misty	Amy
BENFIELD, LARRY	032-015	EL2	Kristi	Amy
BERNAL, ARELLANO KARLA	078-146	ES1, EL7F	Kristi	Amy
CROWE, WANDA GENE	039-066	EL2	Misty	Amy
HAINES, KENNETH	065-122Y	EL2	Kerston	Amy
HICKS, MICHAEL D	022-142	ESC, EL2, EL7F	Robin	Amy
HICKS, VIVIAN	115-025	EL2	Kerston	Amy
KLEINSTEUBER, KATHY	140-011	ESC, EL1, EL7F	Megan	Amy
LYDEN, JOHN MARTIN III	019-163	ESC, EL2, EL7F	Misty	Amy
MARTIN, CAROL	116D-036	EL1	Kerston	Amy
MILLER, JAMES J	108-011	ES1	Kristi	Amy
MITCHELL, BOBBY JOE	112A-024	EL2	Misty	Amy
NICELY, LARRY & PATRICIA	099-161	ELD	Amy	Amy
PATEL, RAMESH	040-156A	EL1	Misty	Amy
ROGERS, LAURA IRWIN	099-008	EL2	Misty	Amy
SAMPLES, MISTY	026-073A	ES1, EL7F	Misty	Amy
SHIPMAN, SABRINA	084-055C	ES1, EL7F	Misty	Amy
WALLER, WILLIAM A JR	102-011R	ES1, EL7F	Misty	Amy
WOJCIECHOWSKI, WALTER	064-053A	ES1, EL3, EL7F	Kerston	Amy
WRIGHT, CINDY	021-055	EL3	Misty	Amy

Approved
m- Bill
2- michael

047-054

filed & eRecorded
DATE: 6/8/2023
TIME: 3:56 PM
PLAT BOOK: 00074
PAGE: 00010
RECORDING FEES: \$10.00
PARTICIPANT ID: 6835456930
CLERK: David C Wall
HABERSHAM County, GA

THIS BLOCK RESERVED FOR THE CLERK OF COURT

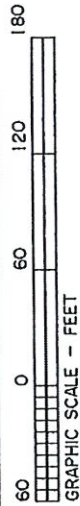
SURVEYORS CERTIFICATION

This plat is a recast of an existing parcel or parcels and does not constitute a new survey. The surveyor has reviewed the documents, maps, plans, or other records of the property boundaries. The recording information of the documents, maps, plans, or other records is hereby approved. RECORDED OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION. THE SURVEYOR HAS REVIEWED THE LOCAL REGULATIONS OR REQUIREMENTS OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore the undersigned certifies that the survey was conducted in accordance with the technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Land Surveyors and as set forth in O.C.G.A. Section 44-6-7.

Kenneth Cash

7/2/22
Date

SURVEYED BY:
BARTLETT & CASH LAND SURVEYORS, INC.
RUSSELL B. BARTLETT - KENNETH V. CASH
RLS NO. 2539
1805 HISTORIC HWY 17
MARTIN, GA 30557
(706) 779-5047 COA NO. LSP001222



BETHESDA FELLOWSHIP TEMPLE INC.
DEED BOOK 19, PAGE 11

TIM WHITE
ANDREY WHITE
DEED BOOK 260, PAGE 610
PLAT BOOK 23, PAGE 49

CHERYL POOLE
DEED BOOK 1090, PAGE 164
PLAT BOOK 30, PAGE 238

DALE IVE
BRENDA IVE
DEED BOOK 23, PAGE 20

SHEILA BROWN SULLEN
DEED BOOK 339, PAGE 341
PLAT BOOK 52, PAGE 225

RETRACEMENT SURVEY FOR:
SARAH CROSS
COUNTY: HABERSHAM, GEORGIA
LAND LOT: 120
DISTRICT: 10N
DEED: 18-FEB-2022 MAPPED: 18-FEB-2022
SCALE: 1" = 60'
JOB: SARAH CROSS
FILE: CROSS, SARAH

THIS SURVEY MADE WITH A NINO TOTAL STATION.
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS
A CLOSURE PRECISION OF ONE FOOT IN 24757 FEET.
THE PLAT HAS BEEN CALCULATED FOR ANGLE BALANCING
AND WAS ADJUSTED BY ANGLE BALANCING.
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS
FOUND TO BE ACCURATE WITHIN ONE FOOT IN 38104 FEET.

RECORD NORTH
PLAT BOOK 29, PAGE 49

REFERENCE:
DEED BOOK 1243, PAGE 1024

THIS SURVEY IS SUBJECT
TO ALL RIGHTS OF WAY
AND EASEMENTS WRITTEN
OR UNWRITTEN.
IPS = IRON PIN SET
1/2" REBAR
1/2" REBAR FOUND
O/S = OFF SET
CM = CONCRETE MONUMENT
R/W = RIGHT OF WAY
L/S = LINE SET
POS = POINT OF BEGINNING

approved for 2023
m-Mariah
2-Denise