

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
August 9, 2018**

A meeting of the DeKalb County Board of Assessors was held on Thursday, August 9, 2018. Present were the following:

**John W. Lawson, J.D., LL.M., Chair
James Vernor, PhD, MAI, Vice-Chair
Robert A. Burroughs, J.D., Assessor
Charlene Fang, Assessor
Vivian R. Ingersoll, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brentnol Baker, Deputy Chief Appraiser – Commercial
Brian Jennings, Deputy Chief Appraiser – Residential
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

VISITORS

Lagaylia Appleby and Daniel Knox

CALL TO ORDER

The Chair called the meeting to order at 9:40 a.m. The secretary announced the visitors to the Board.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 8/9/18 Agenda, made by Robert Burroughs, seconded by Jim Vernor. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 7/25/18 Minutes, made by Robert Burroughs, seconded by Jim Vernor. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

The Chair asked the Secretary to introduce the visitors to the Board. The visitors did not wish to address the Board only to observe the meeting. The Chair welcomed them.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 37 of this agenda as amended made by Jim Vernor, seconded by Vivian Ingersoll. (It should be noted that the 8/9/18 BTA Agenda Update showed parcels 15 168 09 015 and 18 105 06 029 being pulled from batch 19 and parcels 18 006 01 116, 18 047 30 009 and 18 380 04 039 being pulled from batch 35 and batches 36 and 37 were revised). After discussion, the motion carried unanimously.

The Chair called for a motion to approve batches 38 through 45 of this agenda made by Jim Vernor, seconded by Robert Burroughs. After discussion, the motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

After discussing the updates to the letterhead, Calvin Hicks will send a revised copy to the Board. Also, Vivian Ingersoll will send it to her text designer for review.

OTHER BUSINESS

Calvin Hicks answered questions from Ms. Appleby and Mr. Knox.

Vivian Ingersoll, on behalf of the Board, expressed sincere condolences to Teresa Nealey on the passing of her brother.

EXECUTIVE SESSION

No session today.

ADJOURNMENT

The Chair declared the meeting adjourned at 11:21 a.m.

This meeting was conducted in accordance with O.C.G.A. 50-14-(1-6).

Signed by: 
Calvin C. Hicks, Jr.
Chief Appraiser/BTA Secretary

Date Approved: 8-23-18