

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
June 21, 2018**

A meeting of the DeKalb County Board of Assessors was held on Thursday, June 21, 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
Vivian R. Ingersoll, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Jeff Cohen, Supervisor - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

ABSENT: **Charlene Fang, Assessor
Brian Jennings, Deputy Chief Appraiser – Residential**

CALL TO ORDER

The Chair called the meeting to order at 9:31 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the Revised 6/21/18 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 6/7/18 Minutes, made by Robert Burroughs, seconded by Jim Vernor. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE

The Chair welcomed Teanna Carter to the meeting and she introduced herself to the Board. Jeff Cohen is her supervisor and gave further comments about her. Ms. Carter is an appraiser in the Residential Division. The Board welcomed her.

APPROVAL OF 2018 BUSINESS PERSONAL PROPERTY VALUES

The Chair stated that the Board members received the 2018 Personal Property values electronically prior to this meeting. A hardcopy of this report was provided on the table for the Board to review. The Chair asked if there were any questions or concerns, hearing none, he asked for a motion to approve, made by Jim Vernor and seconded by Robert Burroughs. The motion carried unanimously.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 15 of this agenda made by Jim Vernor, seconded by Robert Burroughs. After discussion, the Chair called for a vote which passed unanimously.

The Chair called for a motion to approve batches 16 through 21 of this agenda made by Jim Vernor, seconded by Robert Burroughs. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

EXECUTIVE SESSION

The Chair called for a motion to adjourn to Executive Session, made by Jim Vernor and seconded by Robert Burroughs. The session started at 10:41 a.m. A personnel matter was discussed. No action was taken. Jim Vernor made a motion to adjourn to General Session, seconded by Robert Burroughs. The session ended at 10:47 a.m.


This session was conducted in accordance with O.C.G.A. 50-14-4 (The Open Meetings Act.)

ADJOURNMENT

The Chair called for a motion to adjourn, made by Jim Vernor and seconded by Robert Burroughs. The meeting adjourned at 10:47 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: 7-12-18