

**MINUTES**  
**DEKALB COUNTY BOARD OF ASSESSORS**  
**July 27, 2023**

**A meeting of the DeKalb County Board of Assessors was held on Thursday, July 27, 2023. Participating were the following:**

**Robert A. Burroughs, J.D., Chair**  
**James Vernor, Ph.D., MAI, Vice-Chair**  
**Charlene Fang, Assessor**  
**Joseph Kusmik, MA, Assessor**  
**Calvin C. Hicks, Chief Appraiser/BTA Secretary**  
**Donna Rosser, Assistant Chief Appraiser**  
**Vance Clements, Supervisor – Business Personal Property**  
**Brian Jennings, Deputy Chief Appraiser – Residential**  
**Brentnol Baker, Deputy Chief Appraiser – Commercial/Via Phone**  
**Teresa H. Nealey, Recording Secretary**

**ABSENT**

**Vivian R. Ingersoll, MA, Assessor**

**CALL TO ORDER**

**The Chair declared that there was a quorum, and he called the meeting to order at 9:32 a.m.**

**APPROVAL OF AGENDA**

**The Chair stated that the 7/27/23 Agenda had been received and he called for a motion for Approval of the 7/27/23 Agenda, made by Jim Vernor, and seconded by Charlene Fang. The motion carried unanimously.**

**APPROVAL OF MINUTES**

**The Chair asked if there were any additions or corrections to the Minutes of our last meeting, and after hearing none, he called for a motion to approve the Minutes of 7/13/23. Joe Kusmik made a motion to Approve the Minutes of 7/13/23, seconded by Jim Vernor. The motion carried unanimously.**

**CITIZEN TIME**

**No citizens requested time to address the Board.**

**WELCOME – COMMISSIONER MICHELLE LONG SPEARS**

The Chair welcomed Commissioner Spears to the meeting and she greeted everyone at the table. The Chair gave an overview of the department and the Commissioner had questions at the end of the meeting that the Chair addressed along with other members of the staff and Board. The Chair thanked the Commissioner for coming and invited her back again at any time.

**BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS**

The Chair called for a discussion of Staff Recommendations on batches 1 through 24. See the attached BOA Agenda Update for all pulls that were made. After discussion, the Chair called for a motion to approve Staff Recommendations, made by Jim Vernor, and seconded by Joe Kusmik. The motion carried unanimously.

**STAFF REPORTS**

See attached.

**CHIEF APPRAISER’S REPORT**

See attached.

**ADJOURNMENT**

The Chair asked that we keep Vivian Ingersoll, who is sick, in our thoughts and prayers.

There being no further business, the Chair called for a motion to adjourn, made by Joe Kusmik and seconded by Jim Vernor. The meeting adjourned at 10:39 am.

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: \_\_\_\_\_

8-10-23

## 7/27/23 BOA AGENDA UPDATE

### BATCHES DELIVERED 1 – 24

#### PULLED PARCELS

##### Batch 9

15 157 12 010, Page 2  
15 205 03 019, Page 4  
18 256 06 069, Page 20  
18 355 11 004, Page 24

##### Batch 15

15 211 01 022, Page 1	15 211 08 017
15 211 01 023, Page 2	15 211 08 018
15 211 08 001	15 211 08 019
15 211 08 002	15 211 08 020
15 211 08 003	15 211 08 021
15 211 08 004	15 211 08 022
15 211 08 005	15 211 08 023
15 211 08 006	15 211 08 024
15 211 08 007	15 211 08 025
15 211 08 008	15 211 08 026
15 211 08 009	15 211 08 027
15 211 08 010	15 211 08 028
15 211 08 011	15 211 08 029
15 211 08 012	15 211 08 030
15 211 08 013	15 211 08 031
15 211 08 014	15 211 08 032
15 211 08 015	
15 211 08 016	

##### Batch 23

15 210 03 243, Page 10