

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
December 15, 2022**

A meeting of the DeKalb County Board of Assessors was held on Thursday, December 15, 2022. Present were the following:

**Robert A. Burroughs, J.D., Vice-Chair
James Vernor, PhD, MAI, Assessor
Vivian R. Ingersoll, MA, Assessor
Joseph Kusmik, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser – Residential
Vance Clements, Supervisor – Business Personal Property
Gwenneth Willoughby, Tax Appraisal Clerk**

ABSENT

**Charlene Fang, Chair
Brentnol Baker, Deputy Chief Appraiser – Commercial
Teresa H. Nealey, Recording Secretary**

CALL TO ORDER

The Vice-Chair called the meeting to order at 9:30 a.m.

APPROVAL OF AGENDA

The Vice-Chair stated that the Revised 12/15/22 Agenda had been received showing the addition of the Market Square TAD; Tax Allocation District Number Four, along with the BOA Agenda Update showing (1) pulled parcel: 18 193 06 010 from Batch 16. He asked if there were any additional corrections or additions. Hearing none, he called for a motion for Approval of the Agenda of 12/15/22, made by Vivian Ingersoll, seconded by Jim Vernor. The motion carried unanimously.

APPROVAL OF MINUTES

The Vice-Chair called for a motion to approve the Minutes of 12/1/22. Jim Vernor made a motion for Approval of the Minutes of 12/1/22, seconded by Vivian Ingersoll and Joe Kusmik. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Vice-Chair called for a discussion of Staff Recommendations batches 1 through 29, excluding parcel 18 193 06 010 from batch 16. After discussion the Vice-Chair called for a motion to approve Staff Recommendations, made by Jim Vernor and seconded by Joe Kusmik. The motion carried unanimously.

APPROVAL OF 2023 MOBILE HOME VALUES

The Vice-Chair called for a motion to approve the 2023 Mobile Home Values spreadsheet, made by Jim Vernor and seconded by Joe Kusmik. Vance Clements discussed with the Board that he has two new appraisers on this project; Dwight Smith and John Pooser and he thanked them for doing a tremendous job! After more discussion, the Vice-Chair called for a vote. The motion carried unanimously.

REQUEST TO CERTIFY TAX ALLOCATION DISTRICT (TAD) DEKALB COUNTY TAX ALLOCATION DISTRICT NUMBER FOUR: MARKET SQUARE TAD

Calvin Hicks discussed and noted spreadsheets to request to certify Tax Allocation District (TAD) DeKalb County Tax Allocation District Number Four: Market Square TAD. The Vice-Chair called for a motion to approve, made by Jim Vernor, seconded by Vivian Ingersoll and Joe Kusmik. The motion carried unanimously.

STAFF REPORTS

See attached.

Calvin Hicks presented the Commercial Property Section report in Geoffrey Johnson's absence.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT

The Vice-Chair stated that this is the best and most pleasurable Board he has worked with; the staff is informed and always knowledgeable. He stated "Kudos to DeKalb County Property Appraisal and Happy Holidays!"

There being no further business, the Vice-Chair declared the meeting adjourned at 10:39am.

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

Signed by:



Calvin Q. Hicks, Jr.
Chief Appraiser/BTA Secretary

Date Approved:

1-12-2023