

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
August 17, 2017**

A meeting of the DeKalb County Board of Assessors was held on Thursday, August 17, 2017. Present were the following:

**Vivian R. Ingersoll, Chair
Charlene Fang, Assessor
Robert A. Burroughs, Assessor
John W. Lawson, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Jeff Cohen – Supervisor Appraiser - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

**Absent: James Vernor, PhD, MAI, Vice-Chair
Brian Jennings, Deputy Chief Appraiser – Residential**

CALL TO ORDER

The Chair called the meeting to order at 9:32 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 8/17/17 Agenda, made by John Lawson and seconded by Robert Burroughs. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 8/3/17 Minutes, made by John Lawson and seconded by Robert Burroughs. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 26 of this agenda made by John Lawson (It should be noted that the 8/17/17 BTA Agenda Update showed parcel 18 010 01 007 being pulled from batch 11 and parcel 18 211 11 042 being pulled from batch 12), seconded by Robert Burroughs. After discussion, the Chair called for a vote which passed unanimously.

The Chair called for a motion to approve batches 27 through 34 of this agenda, made by Robert Burroughs, seconded by John Lawson. After discussion, the Chair called for a vote which passed unanimously.

CHIEF APPRAISERS' REPORT

See attached.

STAFF REPORTS

See attached.

OTHER BUSINESS

The Chair asked that the Recording Secretary suggest workshop dates for Board members to work on the policy manual updates.

EXECUTIVE SESSION

There was no Executive Session today.

ADJOURNMENT

The Chair called for any further business to come before the Board, hearing none she called for a motion to adjourn made by John Lawson, seconded by Robert Burroughs. The meeting was adjourned at 10:49 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:

9-7-17