

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
November 1, 2018**

A meeting of the DeKalb County Board of Assessors was held on Thursday, November 1, 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
Charlene Fang, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

ABSENT

Donna Rosser, Assistant Chief Appraiser

CALL TO ORDER

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

APPROVAL OF AGENDA

The Chair called for a motion to approve the 11/1/18 Agenda, made by Robert Burroughs and seconded by Jim Vernor. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 10/18/18 Minutes, made by Jim Vernor, seconded by Robert Burroughs. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEES

The Chair acknowledged James Burroughs and Catrina Collier and they introduced themselves to the Board. Mr. Burroughs is an appraiser in the Residential Division and Ms. Collier is a tax appraisal clerk also in the Residential Division. The Board welcomed them.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 19 of this agenda as amended made by Jim Vernor, seconded by Vivian Ingersoll. (It should be noted that the 11/1/18 BTA Agenda Update showed parcel 18 271 04 022 being pulled from batch 8, parcel 15 243 02 054 being pulled from batch 9 and parcel 15 078 01 008 being pulled from batch 19). After discussion, the motion carried unanimously.

The Chair called for a motion to approve batches 20 through 26 of this agenda made by Robert Burroughs, seconded by Jim Vernor. It should be noted that batch 27 was distributed for informational purposes and was not an action item. After discussion, batch 21 was pulled for a separate vote. The motion carried unanimously; excluding batch 21.

The Chair called the question on batch 21 of this agenda. Jim Vernor, Robert Burroughs, Charlene Fang and the Chair voted in favor of this batch. Vivian Ingersoll opposed. The motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

EXECUTIVE SESSION

There was no session today.

OTHER BUSINESS

The Chair thanked colleagues for the camaraderie and the good work!

ADJOURNMENT

The Chair entertained a motion to adjourn, made by Jim Vernor, seconded by Vivian Ingersoll and Robert Burroughs. The meeting adjourned at 11:07 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: 11-15-18