

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
March 5, 2015**

A meeting of the DeKalb County Board of Assessors was held on Thursday, March 5, 2015. 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
Teresa Nealey, Recording Secretary
Fran Morrison, Supervisor Appraiser - Residential
Brian Hill, Deputy Chief Appraiser - Commercial
Allen Alford, Supervisor – Business Personal Property
Theresa Gaffney – Supervisor Quality Control
Kimberley Robinson – Coordinator Quality Control
Karen Bess – Quality Control Assistant
Shervonne Henderson – Quality Control Assistant
Brianna Alexander – Quality Control Assistant**

Absent: James Vernor, PhD MAI, Vice-Chair
Donna Rosser, Deputy Chief Appraiser - Residential

The Chair called the meeting to order at 9:37 a.m.

John Lawson made a motion to approve the Revised 3/5/15 Agenda, seconded by Robert Burroughs, motion carried unanimously.

Robert Burroughs made a motion to approve the Minutes for 2/19/2015, seconded by John Lawson, motion carried unanimously.

CITIZEN TIME

No citizens appeared.

TMA AUDIT PROJECT/RECOGNITION

Calvin Hicks gave an overview of the TMA Homestead Audit Project. Theresa Gaffney introduced her team and gave highlights of their journey through this successful project which brought in a substantial amount of revenue to the County.

The Chair presented: Kimberley Robinson, Brianna Alexander, Karen Bess, Shervonne Henderson and Theresa Gaffney with a certificate of appreciation for their hard work on this project. Shervonne Henderson was the project leader and did an exceptional job. The Chair thanked all of them for a job well done and she thanked Calvin Hicks for his inspired leadership.

BOARD DISCUSSION AND ACTION ON BATCHES

John Lawson made a motion to approve batches 1 through 18 of this agenda to include batches 3 and 5 as revised, seconded by Robert Burroughs. After discussion, batch 7 was pulled, the motion carried unanimously.

Note to Minutes: The directive from the Board was to hold batch 7 in abeyance until further clarification is discussed and policy decided by the full Board. This is an automobile appeal where the sale price is higher than the market price. This batch was pulled to discuss and state a uniform policy on sale price. Staff will research 2015 files to see if there have been other appeals like this one.

Robert Burroughs made a motion to approve batches 19 through 26 of this agenda, seconded by John Lawson. After discussion, the motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

See attached.

The Chair thanked Calvin Hicks for remembering the Board's compensation in the 2015 Budget that was recently passed. John Lawson echoed these sentiments.

EXECUTIVE SESSION

No Session today.

ADJOURNMENT

John Lawson made a motion to adjourn, seconded by Robert Burroughs, the motion carried. The meeting adjourned at 11:28 a.m.

This entire 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: 3-15-15