

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
March 19, 2015**

A meeting of the DeKalb County Board of Assessors was held on Thursday, March 19, 2015. Present were the following:

**Vivian R. Ingersoll, Chair  
James Vernor, PhD MAI, Vice-Chair  
Charlene Fang, Assessor  
Robert A. Burroughs, Assessor  
John W. Lawson, Assessor  
Calvin C. Hicks, Chief Appraiser/BTA Secretary  
Teresa Nealey, Recording Secretary  
Donna Rosser, Deputy Chief Appraiser - Residential  
Brian Hill, Deputy Chief Appraiser - Commercial  
Allen Alford, Supervisor – Business Personal Property**

The Chair called the meeting to order at 9:35 a.m.

Jim Vernor made a motion to approve the 3/19/15 Agenda, seconded by John Lawson, motion carried unanimously.

John Lawson made a motion to approve the Minutes for 3/5/2015, seconded by Robert Burroughs, motion carried unanimously.

**CITIZEN TIME**

No citizens appeared.

**BOARD DISCUSSION AND ACTION ON BATCHES**

Robert Burroughs made a motion to approve batches 1 through 25 of this agenda, seconded by Jim Vernor. After discussion, the motion was amended to include a value change on batch 2 to \$12,300, (formerly batch 7 on the 3/5/15 agenda), the motion carried unanimously.

Note: Batch 2 was an automobile appeal where the sale price was higher than the market price. The Board decided to change the value to \$12,300 which represents the market price.

**STAFF REPORTS**

See attached.

**CHIEF APPRAISERS' REPORT**

See attached.

**OTHER BUSINESS**

Calvin Hicks along with the Board discussed a policy amendment on automobile appeals. After discussion, the Board asked Calvin Hicks to draft the language for the policy. Jim Vernor offered to help Calvin in this process.

The Board asked that the Motor Vehicle Appeal Process Summary from the website be copied and given to the Tax Commissioners office to hand out to taxpayers.

**EXECUTIVE SESSION**

John Lawson made a motion to adjourn to Executive Session after a 5 minute break, seconded by Robert Burroughs, the motion carried. The Board discussed a contract for Calvin Hicks. No action was taken.

This session was conducted in accordance with O.C.G.A. 50-14-4 (The Open Meetings Act.)

**ADJOURNMENT**

Robert Burroughs made a motion to adjourn, seconded by Jim Vernor and Charlene Fang. The meeting adjourned at 11:21 a.m.

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

Signed by:

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

Date Approved:

4-2-15