

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
September 3, 2015**

A meeting of the DeKalb County Board of Assessors was held on Thursday, September 3, 2015. Present were the following:

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

**Absent: Brian Hill, Deputy Chief Appraiser - Commercial**

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

**Robert Burroughs made a motion to approve the 9/3/15 Agenda, seconded by Jim Vernor, motion carried unanimously.**

**John Lawson made a motion to approve the Minutes for July 23, 2015, seconded by Charlene Fang, motion carried.**

**Jim Vernor made a motion to approve the Minutes for August 20, 2015, seconded by Robert Burroughs, motion carried.**

**The Chair noted that when we have only a quorum the Minutes will reflect how the Chair voted.**

**CITIZEN TIME**

**No citizens appeared.**

## BOARD DISCUSSION AND ACTION ON BATCHES

Jim Vernor made a motion to approve batches 1 through 23 of this agenda, seconded by Charlene Fang. After discussion, parcels 15 237 04 013, 15 241 01 111 and 16 034 01 382 were pulled from batch 18. The motion carried. Robert Burroughs abstained from item 178 of batch 17, parcel 15 225 01 047.

Jim Vernor made a motion to approve batches 24 through 35, seconded by John Lawson. After discussion, the motion carried unanimously.

## STAFF REPORTS

See attached.

Geoffrey Johnson from the Commercial Division represented Brian Hill in his absence today.

## CHIEF APPRAISERS' REPORT

See attached.

The Board decided to cancel the next meeting of September 17, 2015. Calvin Hicks, Charlene Fang and Robert Burroughs will be returning from the IAAO Conference in Indianapolis on that day. The next meeting will be October 1, 2015.

## OTHER BUSINESS

The Board discussed the department's office relocation.

## EXECUTIVE SESSION

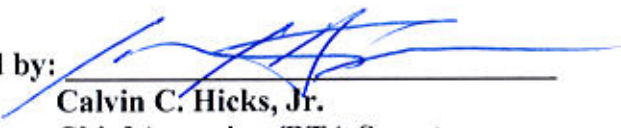
Robert Burroughs made a motion to adjourn to Executive Session, seconded by Jim Vernor, the motion carried. This session started at 11:09 a.m. The Board discussed a personnel matter. No action was taken.

Jim Vernor made a motion to adjourn back to General Session, seconded by John Lawson, motion carried. This session ended at 11:40 a.m.

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

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: 10-1-15