

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

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 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 (Via Conference Call)
Charlene Fang, Assessor
Vivian R. Ingersoll, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

CALL TO ORDER

The Chair called the meeting to order at 9:34 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 2/1/18 Agenda, made by Jim Vernor, seconded by Vivian Ingersoll and Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 1/23/18 Minutes, made by Jim Vernor and seconded by Vivian Ingersoll. 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 Jim Vernor (It should be noted that the 2/1/18 BTA Update showed parcel 18 027 01 216 being pulled from batch 4), seconded by Robert Burroughs. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

Jim Vernor discussed the request that was placed before the Board to become a signatory to a Memorandum of Understanding Joint Development Authority of DeKalb County, Newton County and Gwinnett County John Hancock Hanover Ashford Green: Located at 4170 Ashford Dunwoody Road. The Board discussed this request and Vivian Ingersoll made a motion to decline to become a signatory of the Memorandum of Understanding, seconded by Jim Vernor. The vote passed unanimously.

EXECUTIVE SESSION

The Chair called for a motion to adjourn to Executive Session, made by Vivian Ingersoll and seconded by Robert Burroughs. The session started at 10:49 a.m. A personnel matter was discussed. No action was taken. Vivian Ingersoll made a motion to adjourn to General Session, seconded by Jim Vernor. The session ended at 11:04 a.m.

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

GENERAL SESSION

The Chair reconvened to General Session. There was no action taken in Executive Session.

ADJOURNMENT

The Chair called for a motion to adjourn, made by Jim Vernor and seconded by Charlene Fang and Robert Burroughs. The meeting adjourned at 11:04 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:

2-15-18