

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
February 2, 2017**

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 2, 2017. Present were the following:

**Vivian R. Ingersoll, Chair
James Vernor, PhD, MAI, Vice-Chair
Robert A. Burroughs, Assessor
Charlene Fang, Assessor
John W. Lawson, 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
Geoffrey Johnson – Appraiser Supervisor - Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

CALL TO ORDER

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

APPROVAL OF AGENDA

Robert Burroughs made a motion to approve the 2/2/17 Agenda, seconded by Jim Vernor, motion carried.

APPROVAL OF MINUTES

John Lawson made a motion to approve the Minutes for 1/19/17, seconded by Jim Vernor, motion carried.

CITIZEN TIME

No citizens appeared.

INTRODUCTION OF NEW EMPLOYEE

Calvin Hicks introduced Kevin Maxey to the Board. He is a new appraiser in the Residential Division. The Chair welcomed Mr. Maxey.

BOARD DISCUSSION AND ACTION ON BATCHES

John Lawson made a motion to approve batches 1 through 21 of this agenda, seconded by Jim Vernor. After discussion, all voted "aye" including the Chair, the motion carried unanimously.

Jim Vernor made a motion to approve batches 22 through 27 of this agenda, seconded by John Lawson and Robert Burroughs. After discussion, all voted "aye" including the Chair, the motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

See attached.

EXECUTIVE SESSION

Jim Vernor made a motion to adjourn to Executive Session, seconded by Charlene Fang, all voted "aye", the motion carried. The session started at 11:02 a.m. During this session, the Board discussed potential litigation. No action was taken.

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

ADJOURNMENT

Jim Vernor made a motion to adjourn, seconded by John Lawson; all voted "aye", the motion carried. The meeting ended at 11:42 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: 2-16-17