

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
August 23, 2018**

**A meeting of the DeKalb County Board of Assessors was held on Thursday, August 23, 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  
Charlene Fang, Assessor  
Vivian R. Ingersoll, Assessor  
Calvin C. Hicks, Chief Appraiser/BTA Secretary  
Donna Rosser, Assistant Chief Appraiser  
Brentnol Baker, Deputy Chief Appraiser – Commercial  
Frances Morrison, Supervisor - Residential  
Allen Alford, Supervisor – Business Personal Property  
Teresa H. Nealey, Recording Secretary**

**ABSENT**

**Brian Jennings, Deputy Chief Appraiser – Residential**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA & APPROVAL OF MINUTES**

**The Chair called for a motion to approve the 8/23/18 Agenda and the 8/9/18 Minutes, made by Vivian Ingersoll, seconded by Jim Vernor. 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 27 of this agenda as amended made by Jim Vernor, seconded by Robert Burroughs. (It should be noted that the 8/23/18 BTA Agenda Update showed parcel 18 376 02 015 being pulled from batch 12 and there was an added property review form for parcel 15 043 07 006 for batch 13). After discussion, the motion carried unanimously.**

**STAFF REPORTS**

See attached.

**CHIEF APPRAISER'S REPORT**

See attached.

**EXECUTIVE SESSION**

Calvin Hicks requested this session with the Board only. The Chair called the session to order at 10:43 a.m. A personnel matter was discussed. No action was taken. Vivian Ingersoll made a motion to adjourn to General Session, seconded by Robert Burroughs. The session ended at 11:11 a.m.

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

**GENERAL SESSION**

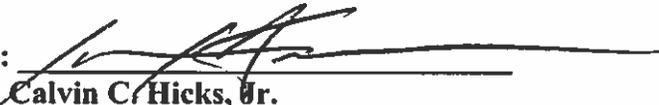
The Chair reconvened to General Session. There was no action taken in Executive Session.

**ADJOURNMENT**

The Chair declared the meeting adjourned at 11:11 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:

9-6-18