

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
December 1, 2016**

A meeting of the DeKalb County Board of Assessors was held on Thursday, December 1, 2016. Present were the following:

**Robert A. Burroughs, Chair
Charlene Fang, Vice-Chair
John W. Lawson, Assessor
James Vernor, PhD, MAI, Assessor
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**

Absent: Vivian R. Ingersoll, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary

CALL TO ORDER

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

APPROVAL OF AGENDA

John Lawson made a motion to approve the 12/1/16 Agenda, seconded by Jim Vernor, motion carried.

APPROVAL OF MINUTES

John Lawson made a motion to approve the Minutes for 11/17/16, seconded by Jim Vernor, motion carried.

CITIZEN TIME

No citizens appeared.

BOARD DISCUSSION AND ACTION ON BATCHES

Jim Vernor made a motion to approve batches 1 through 18 of this agenda with batches and parcels pulled as noted on the attached BTA Agenda Update, seconded by John Lawson. After discussion, all voted “aye” including the Chair, the motion carried.

John Lawson made a motion to approve batch 19 of this agenda, seconded by Jim Vernor. After discussion, all voted “aye” including the Chair, the motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

In Calvin's absence, Donna Rosser gave the Chief Appraiser's Report.

OTHER BUSINESS

EXECUTIVE SESSION

No session today.

ADJOURNMENT

Jim Vernor made a motion to adjourn, seconded by Charlene Fang, the motion carried. The meeting ended at 10:08 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:

12-15-16