

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
July 9, 2020**

A meeting of the DeKalb County Board of Assessors was held on Thursday July 9, 2020 through Zoom Conferencing.

**James Vernor, PhD, MAI, Chair  
Vivian R. Ingersoll, MA, Assessor, Vice-Chair  
John W. Lawson, J.D., LL.M.  
Charlene Fang, Assessor  
Robert A. Burroughs, J.D.  
Calvin C. Hicks, Chief Appraiser/BTA Secretary  
Donna Rosser, Assistant Chief Appraiser  
Brian Jennings, Deputy Chief Appraiser – Residential  
Vance Clements, Appraiser IV – Personal Property  
Teresa H. Nealey, Recording Secretary**

**Not on Zoom Conference; Allen Alford, Supervisor – Business Personal Property  
Available if needed Brentnol Baker, Deputy Chief Appraiser – Commercial**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

The Chair called for a motion to approve the 7/9/20 Agenda, made by John Lawson, seconded by Vivian Ingersoll. The motion carried unanimously.

**APPROVAL OF MINUTES**

The Chair called for a motion to approve the 6/25/20 Minutes, made by Vivian Ingersoll and seconded by John Lawson. 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 25 of this agenda, made by Vivian Ingersoll, seconded by John Lawson. After discussion, the Chair called for a vote which passed unanimously.

**STAFF REPORTS**

See attached.

Prior to this meeting, staff reports were sent electronically to Board members.

**CHIEF APPRAISER'S REPORT**

See attached.

Prior to this meeting, the Chief Appraiser's report was sent electronically to Board members.

Calvin Hicks commended Donna Rosser for her great leadership in the current appeals process.

**EXECUTIVE SESSION, GENERAL SESSION AND ADJOURNMENT**

The Chair called for a motion to adjourn to Executive Session, made by Vivian Ingersoll and seconded by Robert Burroughs and John Lawson. The session started at 10:32 a.m. The Board discussed a legal opinion. There was no action taken.

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

John Lawson made a motion to end the Executive Session, reconvene to General Session and Adjourn, seconded by Vivian Ingersoll. The motion carried and the meeting adjourned at 10:47 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: 7-30-20