

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
August 7, 2025**

A meeting of the DeKalb County Board of Assessors was held on Thursday, August 7, 2025. Present were the following:

**Joseph Kusmik, MA, Chair
Charlene Fang, Vice-Chair
Robert A. Burroughs, J.D., Assessor
Genet Hopewell, J.D., Assessor, Via Phone
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Vance Clements, Supervisor – Business Personal Property
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Teresa Nealey, Recording Secretary**

CALL TO ORDER

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

APPROVAL OF AGENDA

The Chair stated that the Agenda for 8/7/25 had been received. He also stated that the BOA Agenda Update had been received showing all pulled parcels. After discussion, he called for a motion to approve, made by Charlene Fang and seconded by Robert Burroughs. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the Minutes of 7/17/25. Robert Burroughs made a motion for Approval, seconded by Charlene Fang. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

NEW EMPLOYEE INTRODUCTION

The Chair welcomed new employee Cynthia Marks and she introduced herself to the Board. She is our new receptionist. The Board welcomed her and thanked her for coming.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve Staff Recommendations for batches 1 through 33. The attached BOA Agenda Update shows several pulled parcels. Brian Jennings also pulled parcel 18 278 03 055 from batch 15. After the discussion, Robert Burroughs made the motion, which Charlene Fang seconded. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

Calvin Hicks commended Donna Rosser for her work on the appeals data updates and he thanked all staff and all involved for a successful Digest Submission!

Robert Burroughs echoed those same sentiments and congratulated the staff in doing a great job. He stated that they make it look easy! Kudos to you all!


Mr. Burroughs commended the recording secretary for doing a great job! He also commended staff on doing a great job on the appeals process and he stated they are on their game!

ADJOURNMENT

There being no further business, the Chair called for a motion. Robert Burroughs motioned to adjourn, seconded by Genet Hopewell. The motion carried. The meeting adjourned at 10:47 am.

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:

8-28-25

8/7/25 BOA AGENDA UPDATE

BATCHES DELIVERED 1 – 33

Batch 13 - Parcels Pulled

18 009 11 005	18 009 11 015	18 009 11 025	18 009 11 035
18 009 11 006	18 009 11 016	18 009 11 026	18 009 11 036
18 009 11 007	18 009 11 017	18 009 11 027	18 009 11 037
18 009 11 008	18 009 11 018	18 009 11 028	
18 009 11 009	18 009 11 019	18 009 11 029	
18 009 11 010	18 009 11 020	18 009 11 030	
18 009 11 011	18 009 11 021	18 009 11 031	
18 009 11 012	18 009 11 022	18 009 11 032	
18 009 11 013	18 009 11 023	18 009 11 033	
18 009 11 014	18 009 11 024	18 009 11 034	

Batch 14 – Parcels Pulled

18 162 09 020
18 274 03 050

Batch 15 – Parcel Pulled

18 241 14 018

Batch 33 – Parcels Pulled

15 246 04 090
15 246 04 091
16 137 15 009
18 142 01 104
18 323 05 010
18 323 05 028
18 334 01 083
18 366 01 014