

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
August 13, 2020**

**A meeting of the DeKalb County Board of Assessors was held on Thursday August 13, 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  
Brentnol Baker, Deputy Chief Appraiser – Commercial  
Vance Clements, Appraiser IV – 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**

**The Chair called for a motion to approve the 8/13/20 Agenda, made by Vivian Ingersoll, seconded by John Lawson. The motion carried unanimously.**

**APPROVAL OF MINUTES**

**The Chair called for a motion to approve the 7/30/20 Minutes, made by Robert Burroughs and John Lawson and seconded by Vivian Ingersoll. 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 24 of this agenda, made by Vivian Ingersoll, seconded by John Lawson. The 8/13/20 BTA Agenda Update showed parcel 18 146 02 048 pulled from Batch 9. After discussion, the Chair called for a vote which passed unanimously.

The Chair called for a motion to approve batches 25 through 30 of this agenda, made by Robert Burroughs, seconded by Vivian Ingersoll. 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.

**OTHER BUSINESS**

The Board will review the Policy Manual and the Chair and Donna Rosser will update if needed before the New Year.

**ADJOURNMENT**

The Chair declared the meeting adjourned at 10:16 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:

8-27-2020