

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
February 7, 2019**

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 7, 2019. Present were the following:

**Robert A. Burroughs, J.D., Chair
James Vernor, PhD, MAI, Vice-Chair
Charlene Fang, Assessor
John W. Lawson, J.D., LL.M., Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
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, MA, Assessor

CALL TO ORDER

The Chair called the meeting to order at 9:32 a.m.

APPROVAL OF AGENDA

The Chair asked for a motion to approve the 2/7/19 Agenda. Jim Vernor made a motion to approve, seconded by John Lawson. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 1/24/19 Minutes, made by Jim Vernor and seconded by John Lawson. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE

Monica Fripp introduced herself to the Board and the Chair welcomed her. Monica is a Tax Appraisal Clerk in the Commercial division.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 22 of this agenda made by John Lawson, seconded by Jim Vernor. (It should be noted that the 2/7/19 BTA Agenda Update showed parcel 18 269 02 007 being pulled from batch 9). After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

EXECUTIVE SESSION

There was no session today.

ADJOURNMENT

The Chair called for a motion to adjourn, made by John Lawson and seconded by Jim Vernor. The meeting adjourned at 10:18 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: 2-21-19