

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
February 15, 2018**

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 15, 2018. Present were the following:

**John W. Lawson, J.D., LL.M., Chair
James Vernor, PhD, MAI, Vice-Chair
Charlene Fang, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser – Residential
Geoffrey Johnson, Supervisor - Commercial
Allen Alford, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

Absent:

**Robert A. Burroughs, J.D., Assessor
Vivian R. Ingersoll, Assessor
Brentnol Baker, Deputy Chief Appraiser – Commercial**

CALL TO ORDER

The Chair called the meeting to order at 9:34 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 2/15/18 Agenda, made by Jim Vernor, seconded by Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 2/1/18 Minutes, made by Jim Vernor and seconded by Charlene Fang. 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 Jim Vernor, seconded by Charlene Fang. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

The Chair commended the Chief and staff on the awesome job that was done on the IAAO Certificate of Excellence submission. The Board echoed these sentiments.

EXECUTIVE SESSION

The Chair called for a motion to adjourn to Executive Session, made by Jim Vernor and seconded by Charlene Fang. The session started at 10:41 a.m. A personnel matter was discussed. No action was taken. Jim Vernor made a motion to adjourn to General Session, seconded by Charlene Fang. The session ended at 10:46 a.m.

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

GENERAL SESSION

The Chair reconvened to General Session. There was no action taken in Executive Session.

ADJOURNMENT

The Chair called for a motion to adjourn, made by Jim Vernor and seconded by Charlene Fang. The meeting adjourned at 10:46 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: March 8, 2018