

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
October 5, 2017**

A meeting of the DeKalb County Board of Assessors was held on Thursday, October 5, 2017. Present were the following:

**Vivian R. Ingersoll, Chair
James Vernor, PhD, MAI, Vice-Chair
Charlene Fang, Assessor
Robert A. Burroughs, Assessor
John W. Lawson, 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**

CALL TO ORDER

The Chair called the meeting to order at 9:35 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 10/5/17 Agenda, made by Robert Burroughs and seconded by Jim Vernor. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 9/21/17 Minutes, made by Jim Vernor 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 31 of this agenda made by Jim Vernor, seconded by Robert Burroughs. Please note on the BTA Agenda Update parcel 15 176 04 094 was pulled from Batch 8 and Batch 30 was pulled. A corrected first page for Batch 9 was submitted showing an update for parcel 15 002 01 044. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISERS' REPORT

See attached.

OTHER BUSINESS

Jim Verner discussed with the Board the policy manual updates.

ADJOURNMENT

The Chair called for any further business to come before the Board, hearing none she called for a motion to adjourn made by John Lawson, seconded by Jim Verner. The meeting was adjourned at 11:13 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: 10-19-17