

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
October 21, 2021**

**A meeting of the DeKalb County Board of Assessors was held on Thursday, October 21, 2021 through Zoom Conferencing.**

**Charlene Fang, Vice-Chair  
Robert A. Burroughs, J.D., Assessor  
James Vernor, PhD, MAI, Assessor  
Calvin C. Hicks, Chief Appraiser/BTA Secretary  
Teresa H. Nealey, BTA Recording Secretary  
Donna Rosser, Assistant Chief Appraiser  
Brian Jennings, Deputy Chief Appraiser – Residential  
Brentnol Baker, Deputy Chief Appraiser – Commercial  
Vance Clements, Supervisor – Business Personal Property**

**Absent: Vivian R. Ingersoll, MA, Chair (In Training)**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**The Vice-Chair stated that the updated 10/21/21 Agenda had been received and also the BOA Agenda Update had been received with all updates. She asked if there were any additional corrections or additions; hearing none, she called for a motion, made by Jim Vernor, seconded by Robert Burroughs. The motion carried.**

**APPROVAL OF MINUTES**

**The Vice-Chair asked if there were any updates to the Minutes of 10/7/21; hearing none she called for a motion, made by Jim Vernor, seconded by Robert Burroughs. The motion carried.**

**CITIZEN TIME**

**No citizens requested time to address the Board.**

**PRESENTATION OF NEW EMPLOYEE – STANLEY L. PATRICK**

The Vice-Chair recognized Stanley Patrick and Brentnol Baker introduced him to the Board. Mr. Patrick greeted the Board and further introduced himself. He is an appraiser in the Commercial Division. The Board welcomed him.

**BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS**

The Vice-Chair stated that 28 batches had been received in the mail and also the BOA Agenda Update showing all pulled parcels was attached. She called for a motion to approve batches 1 through 28 as amended, made by Jim Vernor and seconded by Robert Burroughs. After discussion, the motion carried.

**STAFF REPORTS**

See attached.

**CHIEF APPRAISER’S REPORT**

See attached.

**OTHER BUSINESS**

The Vice-Chair asked the Board about sponsoring a boxed Holiday Luncheon in appreciation for staff. The Board members were in agreement and Charlene Fang asked Calvin Hicks and Teresa Nealey to make arrangements and inform the Board.

**ADJOURNMENT**

There being no further business, at 10:56 a.m. the Vice-Chair declared the meeting adjourned.

This meeting was conducted in accordance with O.C.G.A. 50-14-(1-6).

Signed by:

  
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Calvin C. Hicks, Jr.  
Chief Appraiser/BTA Secretary

Date Approved:

11-4-21

## **10/21/21 BOA AGENDA UPDATE**

### **BATCHES MAILED 1 – 26**

**Additional Batch 27**

**Additional Batch 28**

#### **Batch 11 Pulled Parcel**

**18 061 13 025**

#### **Batch 13 Pulled Parcel**

**18 350 01 117**

#### **Batch 14 Pulled Parcel – 18 021 04 012**

**Duplicate Parcels – 15 063 01 003, 15 064 01 070, 15 064 01 071**

#### **Batch 16 Pulled Parcel**

**15 175 01 060**

#### **Batch 19 Pulled Parcel**

**18 152 01 044**

#### **Batch 25 Pulled Parcels**

**16 151 03 016**

**18 210 04 038**

**15 246 04 126**

**16 151 03 015**

**16 151 03 018**

**18 189 05 009**

**18 209 10 056**