

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
July 12, 2018**

**A meeting of the DeKalb County Board of Assessors was held on Thursday, July 12, 2018. Present were the following:**

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

**ABSENT:** **Charlene Fang, Assessor  
Allen Alford, Supervisor – Business Personal Property**

**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 Revised 7/12/18 Agenda, made by Vivian Ingersoll, seconded by Robert Burroughs. The motion carried unanimously.**

**APPROVAL OF MINUTES**

**The Chair called for a motion to approve the 6/21/18 Minutes, made by Vivian Ingersoll, seconded by Robert Burroughs. The motion carried unanimously.**

**CITIZEN TIME**

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

**PRESENTATION OF EMPLOYEE SERVICE AWARDS AND PINS**

**The Chair congratulated Sarah Alexander, Felicia Banks and Michael David Lane on receiving their 10-year service awards and pins. Kashaeron Williams was absent and will receive her award and pin at the next meeting. The Chair thanked all of them for their service!**

**BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS**

The Chair called for a motion to approve batches 1 through 32 of this agenda made by Vivian Ingersoll as amended (It should be noted that the attached 7/12/18 BTA Update showed various parcels being pulled), seconded by Jim Vernor. After discussion, parcel 15 209 02 238 was pulled from batch 20.

The Chair called for an amended motion to approve batch 27 separately, made by Jim Vernor. The motion died for lack of a second.

The Chair called the question on the main motion as presented, made by Jim Vernor, seconded by Vivian Ingersoll. The motion carried with three for and Robert Burroughs against.

**STAFF REPORTS**

See attached.

**CHIEF APPRAISER'S REPORT**

See attached.

**EXECUTIVE SESSION**

No session today.

**ADJOURNMENT**

The Chair declared the meeting adjourned at 11:07a.m.

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:

7-25-18

**7/12/18 BTA AGENDA UPDATE**

**BATCHES DELIVERED 1 – 31**

**PULLS**

**Batch 15 – 15 221 01 189, 16 029 03 009, 18 007 05 012, 18 031 01 253**

**Batch 16 – 15 095 01 244, 15 184 01 103, 18 049 09 001**

**Batch 20 – 15 209 02 238**

**(1) Additional Batch 32**