

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
February 23, 2023**

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 23, 2023. Present were the following:

**Robert A. Burroughs, J.D., Chair
James Vernor, PhD, MAI, Vice-Chair
Vivian R. Ingersoll, MA, Assessor (Via Telecommunication)
Joseph Kusmik, MA, Assessor
Charlene Fang, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Vance Clements, Supervisor – Business Personal Property
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Gwenneth Willoughby, Tax Appraisal Clerk**

ABSENT

Teresa H. Nealey, Recording Secretary

CALL TO ORDER

The Chair called the meeting to order at 9:30a.m.

APPROVAL OF AGENDA

The Chair stated that the 2/23/23 Agenda had been received and he called for a motion for Approval of the 2/23/23 Agenda, made by Jim Vernor, seconded by

Joe Kusmik. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair amended the Minutes of 2/9/23 and then called for a motion to approve. Jim Vernor made a motion to Approve the Minutes of 2/9/23 as amended, seconded by Joe Kusmik. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE

The Chair recognized George Kaigler and he introduced himself to the Board. He is an Appraiser in the Residential Division. The Board welcomed him and thanked him for coming.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a discussion of Staff Recommendations batches 1 through 22. After discussion, the Chair called for a motion to approve Staff Recommendations, made by Joe Kusmik and seconded by Jim Vernor. The motion carried unanimously.

STAFF REPORTS

See attached.

The Chair requested that Donna Rosser arrange a demonstration of the Data Cloud Mobile Assessor at the next meeting.

CHIEF APPRAISER'S REPORT

See attached.

ADJOURNMENT

There being no further business, the Chair called for a motion to adjourn, made by Joe Kusmik and seconded by Jim Vernor. The meeting adjourned at 10:21 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: 3-9-23