

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
February 17, 2022**

A meeting of the DeKalb County Board of Assessors was held on Thursday, February 17, 2022 through Zoom Conferencing.

**Charlene Fang, Chair
Robert A. Burroughs, J.D., Vice-Chair
James Vernor, PhD, MAI, Assessor
Vivian R. Ingersoll, MA, 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
Vance Clements, Supervisor – Business Personal Property
Teresa H. Nealey, Recording Secretary**

CALL TO ORDER

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

APPROVAL OF AGENDA

The Chair stated that the 2/17/22 Agenda had been received and asked if there were any additional corrections or additions. Per the Chief Appraiser's request, Robert Burroughs asked that an Executive Session be added. The Chair recognized this request and added the Executive Session at the end of the meeting. She called for a motion to approve. Jim Vernor made a motion for the Approval of the Agenda as amended, seconded by Robert Burroughs and Vivian Ingersoll. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair appreciated the updates Robert Burroughs added to the Minutes of 2/3/22. She called for a motion. Robert Burroughs made a motion for Approval of the Minutes, seconded by Jim Vernor. 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 discussion of batches 1 through 20 of this Agenda. After discussion, she called for a motion. Jim Vernor made a motion for Approval of Staff Recommendations for batches 1 through 20, seconded by Robert Burroughs. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

Vivian Ingersoll made a motion to reconsider Batch 27 of the February 3, 2022 Agenda. She stated that the reason for this is that there are a couple of arithmetic errors on the spreadsheet and the reason is not clear on the right side of the page. The whole process is not clear to her. Robert Burroughs seconded the motion and the Board discussed. Calvin Hicks agreed to send all Board members backup documents regarding this batch today. During the discussion, the Chair ruled to defer this motion for the next meeting in order to allow time to review all documents.

EXECUTIVE SESSION & ADJOURNMENT

At 10:44 a.m. the Chair called for a motion to adjourn into Executive Session to discuss pending litigation, made by Jim Vernor and seconded by Vivian Ingersoll. The motion carried. Following a discussion at 11:30 a.m. the Chair called for a motion to adjourn back into General Session – Jim Vernor made a motion to adjourn out of Executive Session into General Session, seconded by Vivian Ingersoll. The motion carried unanimously.

The Board reconvened to General session and the Chair reported that no action was taken.


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

Vivian Ingersoll made a motion to move an item discussed in Executive Session to the next meeting, seconded by Jim Vernor. The motion carried.

There being no further business, the Chair declared the meeting adjourned at 11:30 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:

3-3-22