

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
May 6, 2021**

A meeting of the DeKalb County Board of Assessors was held on Thursday, May 6, 2021 through Zoom Conferencing.

**Vivian R. Ingersoll, MA, Chair
Charlene Fang, Vice-Chair
Robert A. Burroughs, J.D., Assessor
James Vernor, PhD, MAI, Assessor
Donna Rosser, Assistant Chief Appraiser
Calvin C. Hicks, Chief Appraiser/BTA Secretary
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 9:31 a.m.

APPROVAL OF AGENDA

The Chair asked if there were any corrections or additions to the 5/6/21 Agenda, hearing no further changes, the Chair declared the Agenda approved.

APPROVAL OF MINUTES

The Chair asked if there were any corrections or additions to the Minutes of 4/15/21; hearing no further changes, the Chair declared the Minutes approved.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE

The Chair recognized Pamela Haggerty and Calvin Hicks introduced her to the Board. Ms. Haggerty greeted the Board and further introduced herself. She is an appraiser in the Residential Division. The Board welcomed her.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 17 of this Agenda made by Jim Vernor, seconded by Robert Burroughs. After discussion, the motion passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

Calvin Hicks asked the Board for a time change for the next meeting on May 20, 2021 because most of the members will be in the CAVEAT conference that week virtually from 9:00am – 12:00pm. He suggested a 2:00pm start time for that meeting and the Board agreed.

See attached.

Calvin Hicks stated that not included on his printed report is that he received notice from HR yesterday that a long term employee, Pat McCombs will be retiring as of May 31, 2021. He mentioned that she is a supervisor over the clerical sections of the department and will be missed. He has asked that the Assistant Chief and Deputies converse with her over the next several days to make sure that all of the procedures that she has unique knowledge about will be reduced to writing so that we'll be able to carry on. He stated that we wish her well in her new endeavors. The Chair wishes her well and stated that she has served us well!

OTHER BUSINESS

Jim Vernor asked that Calvin Hicks speak on the Bainbridge Limited LP correspondence dated April 23, 2021. He reviewed this with the Board.

ADJOURNMENT

There being no further business, at 10:30 a.m. the Chair declared the meeting adjourned.

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:

5-24-21