

**MINUTES  
DEKALB COUNTY BOARD OF ASSESSORS  
July 13, 2023**

**A meeting of the DeKalb County Board of Assessors was held on Thursday, July 13, 2023. Participating were the following:**

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

**ABSENT**

**Vivian R. Ingersoll, MA, Assessor  
Brian Jennings, Deputy Chief Appraiser – Residential**

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**The Chair stated that the 7/13/23 Agenda had been received and he called for a motion for Approval of the 7/13/23 Agenda, made by Jim Vernor, and seconded by Joe Kusmik. The motion carried unanimously.**

**APPROVAL OF MINUTES**

**The Chair asked if there were any additions or corrections to the Minutes of our last meeting, and after hearing none, he called for a motion to approve the Minutes of 6/15/23. Jim Vernor made a motion to Approve the Minutes of 6/15/23, 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 Jamar Lott and he introduced himself to the Board. He is an Appraiser in the Residential Division. The Board welcomed him and thanked him for coming.

**STAFF SPOTLIGHT**

The Chair welcomed Rashad Shabazz to the meeting and Brentnol Baker introduced him to the Board and spoke very highly of him. He said that Rashad has been with us since 2014 and he is very dedicated and dependable. He has worked with low-income housing and has trained several new and current employees. The Chair thanked him for being an exemplary employee.

**BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS**

The Chair called for a discussion of Staff Recommendations on batches 1 through 35. After discussion, the Chair called for a motion to approve Staff Recommendations, made by Jim Vernor, and seconded by Joe Kusmik. The motion carried unanimously.

**STAFF REPORTS**

See attached.

**CHIEF APPRAISER'S REPORT**

See attached.

**ADJOURNMENT**

There being no further business, the Chair called for a motion to adjourn, made by Jim Vernor and seconded by Joe Kusmik. The meeting adjourned at 10:57 am.

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: 7-27-23