

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
December 21, 2023**

A meeting of the DeKalb County Board of Assessors was held on Thursday, December 21, 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
Brian Jennings, Deputy Chief Appraiser - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Teresa H. Nealey, Recording Secretary**

ABSENT

Vivian R. Ingersoll, MA, Chair Emeritus

CALL TO ORDER

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

APPROVAL OF AGENDA

The Chair stated that the 12/21/23 Agenda had been received and the Agenda Update showed two additional batches. He called for a motion to approve the amended 12/21/23 Agenda, made by Jim Vernor and seconded by Joe Kusmik. The motion carried unanimously. Calvin Hicks asked the Chair if he could add an item to the Agenda to discuss TADs 4 and 5. The Chair agreed and placed this discussion after the Board Discussion and Action on Staff Recommendations. Also, Calvin Hicks asked to have an addition after Item V. to have staff member, Andrea Glover, recognized. The Chair agreed.

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 12/7/23. Jim Vernor motioned to Approve the Minutes of 12/7/23, seconded by Joe Kusmik. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

PRESENTATION OF RETIREMENT PLAQUES – Dwight Smith & Norbert Schulz

The Chair presented retirement plaques to Dwight Smith and Norbert Schulz who will both retire at the end of the year. Mr. Schulz stated that he enjoyed his time here and he appreciated the leadership of Calvin Hicks. The Board thanked them for their service and pictures were taken.

STAFF SPOTLIGHT

Calvin Hicks recognized Andrea Glover for her efforts in organizing a coat drive for elementary-aged children in this area with direction from the Decatur Housing Authority. The Board congratulated Ms. Glover for her efforts and she spoke about the need in the area and thanked the Board for their time and donations. The goal of 165 coats has not been met yet, but she thanked everyone for their contributions to this worthy cause.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a discussion of Staff Recommendations on batches 1 through 26. After discussion, the Chair called for a motion to approve Staff Recommendations. Jim Vernor motioned to approve, seconded by Joe Kusmik. The motion carried unanimously.

APPROVAL OF 2024 MOBILE HOME VALUES

The Chair called for a motion to approve the 2024 Mobile Home Values, made by Joe Kusmik and seconded by Jim Vernor. Vance Clements discussed this with the Board. After more discussion, the Chair called for a vote. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

Mr. Hicks discussed with the Board the issues regarding creating Market Square TAD 4 which should have been created last year. It is an issue that has not been resolved.

Mr. Hicks also discussed creating SW DeKalb (SWDK) TAD 5 with the Board. He is requesting today that the Board authorize him to send the information when the packet is ready. After discussion, the Chair called for a motion. Jim Vernor made a motion to give authorization to the Secretary of the Board, Calvin Hicks, to draft the certification request regarding the proposed SWDK TAD 5, seconded by Joe Kusmik. The motion carried unanimously.

ADJOURNMENT

With no further business, the Chair declared the meeting adjourned at 10:51 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: 1/1/24