

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
July 26, 2019**

A meeting of the DeKalb County Board of Assessors was held on Friday, July 26, 2019. Present were the following:

**Robert A. Burroughs, J.D., Chair
Vivian R. Ingersoll, Assessor
Charlene Fang, Assessor
John W. Lawson, J.D., LL.M., 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
Eugene Roberts – Appraiser IV – Business Personal Property
Teresa H. Nealey, Recording Secretary**

**ABSENT: James Vernor, PhD, MAI, Vice-Chair
Allen Alford, Supervisor – Business Personal Property**

CALL TO ORDER

The Chair called the meeting to order at 9:39 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 7/26/19 Agenda, made by John Lawson, seconded by Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

Approval of the 6/27/19 & 7/11/19 Minutes were deferred until the next meeting.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a motion to approve batches 1 through 19 of this agenda made by John Lawson, seconded by Charlene Fang. After discussion, the Chair called for a vote which passed unanimously.

The Chair called for a motion to approve batches 20 through 25 of this agenda made by John Lawson, seconded by Charlene Fang. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

In Allen Alford's absence, Eugene Roberts presented his report.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

Calvin Hicks stated that the 2019 Digest will be submitted to the Department of Revenue today. He asked if a motion would be entertained to authorize the Chair to sign all documents necessary to complete the submission process. The Chair asked for a motion, made by John Lawson, seconded by Vivian Ingersoll. The motion carried unanimously.

Robert Burroughs commented on the recent GAAO Summer Conference in Jekyll Island.

Teresa Nealey thanked the Board and Calvin Hicks for allowing her the opportunity to attend the recent GAAO Summer Conference.

ADJOURNMENT

The Chair called for a motion to adjourn, made by John Lawson and seconded by Charlene Fang. The meeting adjourned at 10:42 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:

8-8-19