

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
May 2, 2024**

A meeting of the DeKalb County Board of Assessors was held on Thursday, May 2, 2024. Present were the following:

**James Vernor, PhD, MAI, Chair
Joseph Kusmik, MA, Vice-Chair
Charlene Fang, Assessor
Robert A. Burroughs, J.D., Assessor
Genet Hopewell, 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 Nealey, Recording Secretary**

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 5/2/24 Agenda had been received. Calvin Hicks asked that an Executive Session be added to the Agenda. The Chair added it after Other Business and he called for a motion to approve the 5/2/24 Agenda made by Joe Kusmik and seconded by Robert Burroughs and Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the Minutes of 4/18/24. Robert Burroughs motioned for Approval of the Minutes of 4/18/24, seconded by Joe Kusmik. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

INTRODUCTION OF NEW EMPLOYEE – Brittney Williams

The Chair recognized Brittney Williams and Brian Jennings introduced her and she further introduced herself to the Board. Ms. Williams is our new Receptionist/Tax Appraisal Clerk in the Residential Division. The Board welcomed her and thanked her for coming.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair called for a discussion of Staff Recommendations for batches 1 through 12. After discussion, the Chair called for a motion to approve Staff Recommendations by Robert Burroughs, seconded by Charlene Fang. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER’S REPORT

See attached.

EXECUTIVE SESSION

At 10:13 a.m. the Chair called for a motion to adjourn into Executive Session to discuss a personnel matter, made by Robert Burroughs and seconded by Jim Vernor. The motion carried. Following a discussion at 10:46 a.m. the Chair called for a motion to adjourn back into General Session – Robert Burroughs made a motion to adjourn out of Executive Session into General Session, seconded by Jim Vernor. 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.)

ADJOURNMENT

With no further business, the Chair called for a motion to adjourn, made by Robert Burroughs and seconded by Joe Kusmik. The motion carried unanimously. The meeting adjourned at 10:46 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: 5-24-24