

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
June 6, 2024**

A meeting of the DeKalb County Board of Assessors was held on Thursday, June 6, 2024. Present were the following:

**Joseph Kusmik, MA, Vice-Chair
Charlene Fang, Assessor
Robert A. Burroughs, J.D., Assessor
Genet Hopewell, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Vance Clements, Supervisor – Business Personal Property
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Gwenneth Willoughby – Tax Appraisal Clerk**

ABSENT

**James Vernor, PhD, MAI, Chair
Donna Rosser, Assistant Chief Appraiser
Teresa Nealey, Recording Secretary**

CALL TO ORDER

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

APPROVAL OF AGENDA

The Vice-Chair stated that the 6/6/24 Agenda had been received. He called for a motion to approve the 6/6/24 Agenda made by Robert Burroughs and seconded by Genet Hopewell. The motion carried unanimously.

APPROVAL OF MINUTES

The Vice-Chair called for the approval of the 5/24/24 Minutes as amended. Robert Burroughs and Calvin Hicks noted corrections needed to the Minutes of 5/24/24. When corrections are made Robert Burroughs made a motion to approve the Minutes of 5/24/24, seconded by Charlene Fang. The motion carried unanimously.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Vice-Chair called for a discussion of Staff Recommendations for batches 1 through 15. After discussion, the Vice-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.

APPROVAL OF 2024 PERSONAL PROPERTY VALUES

The 2024 Personal Property reports and spreadsheets were sent to the Board Members before this meeting. Vance Clements gave a summary of the following reports:

- a) 2024 Assessment Values By District
- b) 2024 Timely Files Freeport Exemption Assessment Values
- c) 2024 Late Files Freeport Assessment Values
- d) 2024 Personal Property Exempt Account Assessment Values
- e) 2024 Personal Property Taxable Assessment
- f) 2024 Versus 2023 Personal Property Taxable Assessment
- g) 2024 Personal Property Assessment Change List
- h) 2024 Personal Property Exemption Codes

After discussion, the Vice-Chair called for a motion to approve the above reports and authorized the 2024 Personal Property Notices to be mailed, made by Robert Burroughs, and seconded by Charlene Fang. The motion carried unanimously.

ADJOURNMENT

With no further business, the Vice-Chair declared the meeting adjourned at 10:17 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:

6-27-24