

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
August 8, 2024**

A meeting of the DeKalb County Board of Assessors was held on Thursday, August 8, 2024. Present were the following:

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

ABSENT

Genet Hopewell, Assessor

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 8/8/24 and BOA Agenda Update had been received. He added a brief Policy Manual discussion and a discussion on the GAAO Fellows Submission form, to the Agenda. He called for a motion to approve the 8/8/24 Agenda made by Robert Burroughs and seconded by Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for the approval of the 7/18/24 Minutes. Robert Burroughs motioned to approve the Minutes of 7/18/24, 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 Chair called for a discussion of Staff Recommendations for batches 1 through 31. The BOA Agenda Update showed pulled parcels. After discussion, the Chair called for a motion to approve Staff Recommendations, made by Robert Burroughs, and seconded by Joe Kusmik. The motion carried unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

The Chair stated that everyone received a copy of the Policy Manual and he asked them to review it and come to the next meeting with any additions or comments. Joe Kusmik stated that he had reviewed it and made a couple of additions. Robert Burroughs discussed the GAAO Fellows Submission Form with the Board and they agreed to nominate Chief Hicks for this award. Mr. Burroughs will meet with the Chief to complete this form before the end of the month.

ADJOURNMENT

With no further business, the Chair called for a motion to adjourn, made by Robert Burroughs and seconded by Charlene Fang. The meeting adjourned at 10:27 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:

8-22-24

8/8/24 BOA AGENDA UPDATE

BATCHES DELIVERED 1 – 25

Batch 7 – Pulled Parcels

15 040 02 041

15 249 04 027

Batch 8 – Pulled Parcels

15 168 09 008

16 099 07 008

18 306 06 072

18 307 10 001

Batch 12 – Pulled Parcel

18 303 02 165

Batch 25 - Pulled Parcels

16 170 01 050

18 067 01 026

18 071 01 001

18 188 01 025

18 267 02 006

18 267 02 007

18 310 04 008

18 323 03 044