

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
September 12, 2024**

A meeting of the DeKalb County Board of Assessors was held on Thursday, September 12, 2024. Present were the following:

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

ABSENT

**Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
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 9/12/24 Agenda and BOA Agenda Update had been received. Robert Burroughs asked that the review of the Policy Manual be moved to the next meeting. The Chair agreed and called for a motion to approve the amended 9/12/24 Agenda made by Joe Kusmik and seconded by Charlene Fang. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for the approval of the 8/8/24 Minutes. Robert Burroughs motioned to approve the Minutes of 8/8/24, seconded by Charlene Fang. The motion carried unanimously.

The Chair called for the approval of the 8/22/24 Minutes. Robert Burroughs motioned to approve the Minutes of 8/22/24, seconded by Genet Hopewell. 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 42. The BOA Agenda Update showed pulled parcels. After the discussion, Robert Burroughs made a motion to defer Batch 1 until the next meeting, which was seconded by Joe Kusmik. The motion carried. The Chair called for a motion to approve Staff Recommendations for batches 2 through 42, made by Robert Burroughs, and seconded by Joe Kusmik. Robert Burroughs abstained from Item #843, Parcel 15 187 07 003 on Batch 19. The motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

In Calvin Hicks' absence, Brentnol Baker reviewed the Chief Appraiser's report with the Board.

OTHER BUSINESS

The review of the Policy Manual will be deferred until the next meeting.

ADJOURNMENT

With no further business, the Chair called for a motion to adjourn, made by Joe Kusmik and seconded by Genet Hopewell. The meeting adjourned at 10:13 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: 9-19-24

9/12/24 BOA AGENDA UPDATE

BATCHES DELIVERED 1 – 42

Batch 40 – Pulled Parcels

18 058 05 001

18 058 05 003