

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
November 7, 2024**

A meeting of the DeKalb County Board of Assessors was held on Thursday, November 7, 2024. Present were the following:

**James Vernor, PhD, MAI, Chair
Joseph Kusmik, MA, Vice-Chair
Robert A. Burroughs, J.D., Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Donna Rosser, Assistant Chief Appraiser
Vance Clements, Supervisor – Business Personal Property
Kahlese Harris, Supervisor - Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Teresa Nealey, Recording Secretary**

ABSENT

**Genet Hopewell, Assessor
Charlene Fang, Assessor
Brian Jennings, Deputy Chief Appraiser – Residential**

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 11/7/24 Agenda and BOA Agenda Update had been received. The Chair called for a motion to approve the 11/7/24 Agenda made by Joe Kusmik and seconded by Robert Burroughs. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for the approval of the 10/17/24 Minutes. Robert Burroughs motioned to approve the Minutes of 10/17/24, seconded by Joe Kusmik. 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 41. The BOA Agenda Update showed that parcel 16 041 05 001 was pulled from Batch 26. After the discussion, the Chair motioned to approve Staff Recommendations for Batches 1 through 41, which were made by Joe Kusmik and seconded by Robert Burroughs. The motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

OTHER BUSINESS

Vance Clements reviewed the Personal Property addition to the Policy Manual with the Board. After the discussion, the Chair called for a motion to approve the addition, which was made by Robert Burroughs and seconded by Joe Kusmik. The motion carried.

The Chair asked that the Policy Manual be approved in the next Agenda.

ADJOURNMENT

With no further business, the Chair called for a motion to adjourn, made by Robert Burroughs and seconded by Joe Kusmik at 10:41 a.m. The motion carried.

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: 11-21-24