

**MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
September 16, 2021**

A meeting of the DeKalb County Board of Assessors was held on Thursday, September 16, 2021 through Zoom Conferencing.

**Vivian R. Ingersoll, MA, Chair
Charlene Fang, Vice-Chair
Robert A. Burroughs, J.D., Assessor
James Vernor, PhD, MAI, Assessor
Calvin C. Hicks, Chief Appraiser/BTA Secretary
Teresa H. Nealey, BTA Recording Secretary
Donna Rosser, Assistant Chief Appraiser
Brian Jennings, Deputy Chief Appraiser – Residential
Brentnol Baker, Deputy Chief Appraiser – Commercial
Vance Clements, Supervisor – Business Personal Property**

CALL TO ORDER

The Chair called the meeting to order at 9:40 a.m.

APPROVAL OF AGENDA

The Chair stated that the updated 9/16/21 Agenda had been received and also the BOA Agenda Update had been received. She called for a brief Executive Session to be added to the Agenda and asked if there were any additional corrections or additions; hearing none, she declared the Agenda approved.

APPROVAL OF MINUTES

The Chair asked if there were any further updates to the Minutes of 8/26/21; hearing none she declared the Minutes approved.

CITIZEN TIME

No citizens requested time to address the Board.

BOARD DISCUSSION AND ACTION ON STAFF RECOMMENDATIONS

The Chair stated that 30 batches had been received in the mail and also the BOA Agenda Update showing all pulled parcels was attached. She stated that batches 12, 13 and 15 would be taken separately. She called for a motion to approve batches 1 through 11, batch 14 and batches 16 through 30 of this Agenda, made by Jim Vernor and seconded by Robert Burroughs. After discussion, the motion carried.

The Chair called for a motion to approve batches 12, 13 and 15, made by Jim Vernor and seconded by Charlene Fang. After discussion, the motion carried.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

The Chair appreciated the IAAO lapel pins sent to our Board members from Chief Appraiser Roderick Conley of Chatham County. Chatham County was awarded the Certificate of Excellence designation at the Annual IAAO Conference earlier this month. They are the second in the state of Georgia to receive this award. DeKalb County was the first recipient in Georgia to be awarded this designation in 2018. After discussion, the Chair called for a motion to purchase IAAO lapel pins for all staff and Board members, made by Jim Vernor and seconded by Robert Burroughs. She stated that the staff had worked very hard on this project, that this is a great achievement and a great motivator. After discussion, the motion carried unanimously.

EXECUTIVE SESSION

At 10:30 a.m. the Chair called for a motion to adjourn into Executive Session to discuss personnel issues, made by Jim Vernor and seconded by Charlene Fang. The motion carried. Following a brief discussion at 10:35 a.m. the Chair called for a motion to adjourn back into the General Session – made by Charlene Fang and seconded by Jim Vernor. The Chair reconvened to General session and reported no action taken in Executive Session.

This session was conducted in accordance with O.C.G.A. 50-14-4 (The Open Meetings Act.)

OTHER BUSINESS

The Board discussed the review of the Policy Manual. The Chair stated that the comments made thus far were very good and she thanked Jim Vernor and staff. Donna Rosser agreed to update the manual and send to Board members and senior staff for review. Jim Vernor called for a review at the October 7th meeting with a target approval by the November 4th meeting.

ADJOURNMENT

There being no further business, at 10:51 a.m. the Chair declared the meeting adjourned.

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: 10-7-21

9/16/21 BOA AGENDA UPDATE

BATCHES MAILED 1 – 30

Batch 1 Pulled Parcel

18 225 09 031

Batch 2 Pulled Parcels

15 202 03 206

15 202 03 209

15 202 03 211

Batch 4 Pulled Parcels

16 103 04 136

16 158 08 007

Batch 5 Pulled Parcels

15 086 05 099

18 002 06 048

Batch 9 Pulled Parcels

15 141 04 022

15 241 01 021

Batch 10 Pulled Parcel

15 226 03 008

Batch 16 Pulled Parcel

18 315 01 007