

MINUTES
DEKALB COUNTY BOARD OF ASSESSORS
August 22, 2019

A meeting of the DeKalb County Board of Assessors was held on Thursday, August 22, 2019. Present were the following:

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

CALL TO ORDER

The Chair called the meeting to order at 9:30 a.m.

APPROVAL OF AGENDA

The Chair called for a motion to approve the 8/22/19 Agenda, made by John Lawson, seconded by Jim Vernor. The motion carried unanimously.

APPROVAL OF MINUTES

The Chair called for a motion to approve the 8/8/19 Minutes, made by Jim Vernor and seconded by John Lawson. 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 motion to approve batches 1 through 20 of this agenda as amended. He stated that the Agenda will change as before, in that batch 15 will be discussed separately in Executive Session, made by Jim Vernor, seconded by Vivian Ingersoll. After discussion, the Chair called for a vote which passed unanimously.

The Chair called for a motion to approve batches 21 through 30 of this agenda made by Jim Vernor, seconded by John Lawson. After discussion, the Chair called for a vote which passed unanimously.

STAFF REPORTS

See attached.

CHIEF APPRAISER'S REPORT

See attached.

In regard to Invest Atlanta, electronically the Board received a revised document of Project Edgewood TOD III. A hardcopy of this document was provided to the Board today. The Mayor and the Chief Executive Officer of Atlanta requested the Board of Assessors allow the Chief Appraiser to provide correspondence to them associated with this project. Calvin Hicks asked that the Board entertain their request to allow him to provide that correspondence.

John Lawson made a motion to allow the Chief Appraiser, Calvin Hicks to provide correspondence to Invest Atlanta, seconded by Vivian Ingersoll. The motion carried. Jim Vernor stated that he thinks this will become a template going forward for all the economic development bond leasehold appraisals.

OTHER BUSINESS

Regarding the Policy Manual, Jim Vernor stated that he and Donna Rosser will be working to review the manual along with Calvin Hicks and the staff at this table to track changes in this document. He plans to start with Word tracking changes then take turns one at a time passing the document to the next member, they will make their changes then pass on to the next member. Jim Vernor will review and make comments after all changes are made and bring the proposed changes before the Board in one large document. He will make sure these changes are executed according to members' wishes and hopes to bring this back to the next meeting but if workload is too heavy, it may have to go a whole month.

EXECUTIVE SESSION

The Chair called for a motion to adjourn to Executive Session, made by Jim Vernor and seconded by John Lawson. The session started at 10:35 a.m. Batch 15 was discussed. No action was taken. The session ended at 10:50 a.m.

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

GENERAL SESSION


Jim Vernor made a motion to reconvene to General Session, seconded by John Lawson. The motion carried.

Vivian Ingersoll made a motion to deny the request on Batch 15, seconded by John Lawson and Charlene Fang. The motion carried.

ADJOURNMENT

The Chair called for a motion to adjourn, made by Charlene Fang and seconded by John Lawson. The meeting adjourned at 10:59 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: 9-5-19