

SEPTEMBER 14, 2011

PORT ST. JOE, FLORIDA

VALUE ADJUSTMENT BOARD ORGANIZATIONAL MEETING

The Value Adjustment Board of Gulf County met this date in special session with the following members present: County Commissioner Bill Williams, County Commissioner Tan Smiley, County Commissioner Citizen Appointee Eugene Raffield, and School Board Member Linda Wood. <School Board Citizen Appointee Matt Scoggins entered the meeting at 9:01 a.m., E.T.>

Others present were: Value Adjustment Board Attorney Rachel Chesnut, Clerk of Circuit Court Rebecca L. Norris, Deputy Clerk Kari Summers, County Commissioner Ward McDaniel, Alternate School Board Member George Cox, and Chief Administrator Don Butler.

The meeting was called to order at 9:00 a.m., E.T.

ATTORNEY – APPOINTMENT AND CONTRACT

Upon motion by Commissioner Williams, second by County Commissioner Appointee Raffield, and unanimous (4-0) vote, the Board appointed Attorney Rachel Chesnut to serve as the 2011 Value Adjustment Board Attorney and approved said contract for services.

2011 V.A.B. CHAIRMAN

Upon motion by School Board Member Quinn, seconded by School Board Citizen Appointee Scoggins, and unanimous (3-0) vote, the Board elected County Commissioner Nathan Peters, Jr. to serve as Chairman to the 2011 Value Adjustment Board.

V.A.B. CONTACT INFORMATION

Clerk Norris presented and stated for the record the contact information for the 2011 VAB members as follows: County Commissioner Bill Williams, County Commissioner Tan Smiley, School Board Member Linda Wood, School Board Citizen Appointee Matt Scoggins, County Commissioner Citizen Appointee Eugene Raffield, Attorney Rachel Chesnut, Clerk Rebecca L. Norris, and Clerk Designee Kari Summers. She further stated the contact information is available on the Clerk's website at www.gulfclerk.com.

APPOINT V.A.B. CLERK DESIGNEE

Clerk Norris reported for the record that she is the Clerk of Court for the V.A.B. by Florida Statute, and Deputy Clerk Kari Summers is the Clerk Designee.

RULES AND PROCEDURES OVERVIEW

V.A.B. Attorney Rachel Chesnut discussed the process and Rules of Procedures of the Value Adjustment Board; and the rules governing evidence exchange. Upon inquiry by

County Commissioner Citizen Appointee Raffield concerning the liability of being sued, Attorney Chesnut reported the Property Appraiser can be sued but not the V.A.B. members.

FLORIDA SUNSHINE LAWS / EX PARTE COMMUNICATIONS

V.A.B. Attorney Rachel Chesnut stated the Value Adjustment Board is subject to all Florida Sunshine Laws, and reminded the Board all meetings must be public, and the Board should avoid ex parte communication.

RESOLUTION – ELECTRONIC FILINGS

Clerk Norris presented for the V.A.B.'s consideration, a resolution setting forth the format of how petitions will be accepted for filing. Upon motion by Commissioner Smiley, second by School Board Member Wood, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2011-40

WHEREAS, the Value Adjustment Board for Gulf County, Florida, met for an organizational meeting on September 14, 2011; and

WHEREAS, the Value Adjustment Board does not have the resources available to accept documents filed electronically or by facsimile; and

WEHREAS, the Value Adjustment Board Clerk has delegated a member of her staff working at the Gulf County Courthouse in Port St. Joe to handle the Board's day to day responsibilities, including the responsibility of accepting filed documents.

NOW, THEREFORE, BE IT RESOLVED, that all documents submitted to the Value Adjustment Board shall be mailed or hand delivered to the Value Adjustment Board at the Gulf County Courthouse, 1000 Cecil G. Costin, Sr. Boulevard, Port St. Joe, Florida 32456.

THIS RESOLUTION ADOPTED in open session of the Value Adjustment Board on the 14th day of September, 2011.

(End)

RESOLUTION – EVIDENCE COPIES

Clerk Norris presented for the V.A.B.'s consideration, a resolution setting forth the number of evidence copies to be provided at the hearings. Upon motion by County Commissioner Citizen Appointee Raffield, second by Commissioner Smiley, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2011-41

WHEREAS, the Value Adjustment Board for Gulf County, Florida, met for an organizational meeting on September 14, 2011; and

WEHREAS, the Value Adjustment Board, by majority vote, determined that in order for the Board to expeditiously review the evidence submitted by the parties at Value Adjustment Board hearings, that each of the Board members and the board attorney should receive a copy of the evidence submitted by the parties.

NOW, THEREFORE, BE IT RESOLVED, that any party submitting evidence to the Value Adjustment Board shall be responsible for providing seven (7) copies of the evidence to the Board at the time of the hearing.

THIS RESOLUTION ADOPTED in open session of the Value Adjustment Board on the 14th day of September, 2011.

(End)

RESOLUTION – PETITION FILING FEE

Clerk Norris presented for the V.A.B.'s consideration, a resolution setting the filing fee for petitions, pursuant to F.S. Upon motion by School Board Member Wood, second by County Commissioner Citizen Appointee Raffield, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2011-42

WHEREAS, the Value Adjustment Board of Gulf County undertakes its obligations pursuant to Florida Statutes to examine the assessment of each taxable item of property brought before the Board for review; and

WHEREAS, certain fees and expenses are incurred by the Value Adjustment Board in the pursuit of its obligations as mandated by Florida Statutes; and

WHEREAS, Florida Statutes 194.013 provides that a petition filed pursuant to Florida Statutes 194.011 shall be accompanied by a filing fee to be paid to the Clerk of the Value Board in an amount not to exceed \$15.00 for each separate parcel of property, real or personal, covered by the petition and subject to appeal.

NOW, THEREFORE BE IT RESOLVED by the Gulf County Value Adjustment Board that:

Any person or entity filing a petition pursuant to Section 194.011 shall present with such petition a filing fee to the Clerk of the Value Adjustment Board in the amount of \$15.00 for each separate parcel of property, real or personal, covered by the petition.

For joint petitions filed pursuant to s 194.011 (3)(e) or (f), a single filing fee shall be charged. Such fee shall be calculated as the cost of the special magistrate for the time involved in hearing the joint petition and shall not exceed \$5 per parcel. Said fee is to be proportionately paid by affected parcel owners.

No such filing fee shall be required to appeal from the disapproval of homestead exemption under Section 196.151 or from the denial of tax deferral under Section 197.253.

A single filing fee shall be charged pursuant to this Resolution as to any particular parcel of property despite the existence of multiple issues and hearings pertaining to such parcel.

The filing fee described above shall be waived by the Value Adjustment Board with respect to a petition filed by taxpayer who demonstrates at the time of filing, by an appropriate certificate or other documentation issued by the Department of Children and Families Services and submitted with the petition, that the petitioner is then an eligible recipient of temporary assistance under chapter 414, Florida Statutes.

THIS RESOLUTION ADOPTED IN OPEN SESSION of the Value Adjustment Board on the 14th day of September, 2011.

(End)

CLERK / D.O.R. / GOVERNMENT IN SUNSHINE WEBSITES

Clerk Norris reported all information, forms, and documents can be found on the Clerk's website at www.gulfclerk.com, D.O.R. website at www.dor.myflorida.com/dor/property/vab, and/or the government in the sunshine law at www.myflorida.com/sun.nsf/sunmanuel.

HEARING DATES

Clerk Norris reported the V.A.B. hearing date is October 12, 2011 at 9:00 a.m., E.T., and October 18, 2011 at 9:00 a.m., E.T. for petitioners who request to be re-scheduled. Upon motion by County Commissioner Citizen Appointee Raffield, second by Commissioner Smiley, and unanimous 5-0 vote, the Board approved the public hearing dates as recommended by the Clerk.

OTHER BUSINESS

Upon inquiry by County Commissioner Citizen Appointee Raffield, Clerk Norris reported the deadline for filing a petition was September 13, 2011 at 5:00 p.m., E.T. in the Clerk's Office.

There being no further business and upon motion by Commissioner Williams, the meeting did then adjourn at 9:42 a.m., E.T.

**BILL WILLIAMS
VAB CHAIRMAN**

ATTEST:

**REBECCA L. NORRIS
CLERK**