

AUGUST 14, 2013

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 Ward McDaniel, County Commissioner Tynalin Smiley, County Commissioner Citizen Appointee Eugene Raffield, School Board Member Danny Little, and School Board Citizen Appointee Willie Ramsey.

Others present were: Value Adjustment Board Attorney Rachel Chesnut, Clerk Rebecca L. Norris, Deputy Clerk Kari Summers, Deputy Clerk Leanna Roberts, and Property Appraiser Mitch Burke.

Deputy Clerk Summers called the meeting to order at 1:03 p.m., E.T.

ATTORNEY - VALUE ADJUSTMENT BOARD

Deputy Clerk Summers requested approval to enter into a contract with Rachel Chesnut as the V.A.B. Attorney. School Board Citizen Appointee Ramsey motioned to keep Attorney Rachel Chesnut as the 2013 Value Adjustment Board Attorney and approve her contract. School Board Member Little seconded the motion, and it passed unanimously.

2013 V.A.B. CHAIRMAN

Upon motion by County Commissioner Smiley, second by County Commission Citizen Appointee Raffield, and unanimous vote, the Board elected County Commissioner Ward McDaniel to serve as Chairman to the 2013 Value Adjustment Board.

V.A.B. CONTACT INFORMATION

Deputy Clerk Summers presented and stated for the record the contact information for the 2013 VAB members as follows: County Commissioner Ward McDaniel, County Commissioner Tynalin Smiley, School Board Member Danny Little, School Board Citizen Appointee Willie Ramsey, County Commissioner Citizen Appointee Eugene Raffield, Attorney Rachel Chesnut, and Clerk Designee Kari Summers.

2013 V.A.B. VICE CHAIRMAN

Upon motion by County Commission Citizen Appointee Raffield, second by School Board Member Little, and unanimous vote, the Board elected County Commissioner Tynalin Smiley to serve as Vice Chairman to the 2013 Value Adjustment Board.

FLORIDA SUNSHINE LAWS / EX PARTE COMMUNICATIONS

V.A.B. Attorney 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.

RULES AND PROCEDURES OVERVIEW

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

RESOLUTION – ELECTRONIC FILINGS

V.A.B. Attorney Chesnut 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 School Board Citizen Appointee Ramsey, second by Commissioner Smiley, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2013-15

WHEREAS, the Value Adjustment Board for Gulf County, Florida, met for an organizational meeting on August 14, 2013; 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 August, 2013.

(End)

RESOLUTION – EVIDENCE COPIES

V.A.B. Attorney Chesnut 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 Commissioner Smiley, second by County Commission Citizen Appointee Raffield, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2013-16

WHEREAS, the Value Adjustment Board for Gulf County, Florida, met for an organizational meeting on August 14, 2013; 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 August, 2013.

(End)

RESOLUTION – PETITION FILING FEE

V.A.B. Attorney Chesnut presented for the V.A.B.'s consideration, a resolution setting the filing fee for petitions, pursuant to F.S. Upon motion by Commissioner Smiley, second by School Board Member Little, and unanimous 5-0 vote, the Board adopted the following resolution.

RESOLUTION NO. 2013-17

WHEREAS, the Value Adjustment Board for Gulf County, Florida, met for an organizational meeting on August 14, 2013; 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, the Value Adjustment Board, by majority vote, set a filing fee for each separate parcel of property, real or personal, covered by a petition; and

WHEREAS, only a single filing fee shall be charged as to any particular parcel of property despite the existence of multiple issues and hearings pertaining to each parcel; and

WHEREAS, 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.

WHEREAS, the filing fee shall be waived with respect to a petition filed by a taxpayer who demonstrates at the time of filing, by an appropriate certificate or other documentation issued by the Department of Children and Family Services and submitted with the petition, that the petitioner is then an eligible recipient of temporary assistance under Chapter 414, Florida Statutes; and

WHEREAS, all filing fees shall be paid to the Clerk of Court as the Clerk of the Value Adjustment Board, at the time of filing; and

WHEREAS, all filing fees collected shall be allocated and utilized to defray, to the extent possible, the costs incurred in connection with the administration and operation of the Value Adjustment Board.

NOW, THEREFORE BE IT RESOLVED, that a filing fee is established as set out above in the amount of \$15.00, to be paid at the time of filing the petitions to be heard before the Value Adjustment Board.

THIS RESOLUTION ADOPTED, in open session of the Value Adjustment Board on the 14th day of August, 2013.

(End)

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

V.A.B. Attorney Chesnut reported all information, forms, and documents can be found on the Clerk's website at www.gulfclerk.com, Department of Revenue's 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

V.A.B. Attorney Chesnut reported that the V.A.B. hearing dates will be determined at a later date. Property Appraiser Mitch Burke noted that the TRIM Notices will be mailed out on August 22, 2013.

2012 V.A.B. MINUTES

V.A.B. Attorney Chesnut recommended approval of the 2012 Value Adjustment Board minutes from the October 22, 2012 meeting. Commissioner Smiley motioned to approve this recommendation. County Commission Citizen Appointee Raffield seconded the motion, and it passed unanimously.

OTHER BUSINESS

Upon inquiry by County Commission Citizen Appointee Raffield concerning appointed members being sued by the tax payers; V.A.B. Attorney Chesnut discussed that the petitioner has the right to appeal in Circuit Court, but it does not involve the members.

Upon inquiry by School Board Member Little, V.A.B. Attorney Chesnut discussed that there is not a problem with this Board approving the minutes from the previous V.A.B. meeting.

Upon inquiry by School Board Member Little, Deputy Clerk Summers discussed that the hearings will be held in the County Commission Board Room in the Robert M. Moore Administration Building.

There being no further business and upon motion by Commissioner Smiley, second by County Commissioner Citizen Appointee Raffield, and unanimous vote, the meeting did then adjourn at 1:25 p.m., E.T.

**WARD MCDANIEL
VAB CHAIRMAN**

**ATTEST:
REBECCA L. NORRIS
CLERK**