

MINUTES
ALACHUA COUNTY
VALUE ADJUSTMENT BOARD
ORGANIZATIONAL MEETING
Thursday, June 21, 2012 – 1:00 p.m.
County Administration Building
Grace Knight Conference Room - 2nd Floor
12 Southeast First Street
Gainesville, Florida

PRESENT: Susan Baird, Chair, Ruben Ramos, Vice Chair and Barbara Sharpe.

ABSENT: County Commissioner Paula DeLaney and Citizen member Kirk Smith.

ALSO PRESENT: Val Bates, Attorney for Property Appraiser, Wendy Sapp, Property Appraiser, Denise Lyn, VAB Attorney, J.K. Irby, Clerk of the Court, Rosie Gilmore, VAB Clerk and Deanne Williams, VAB Deputy Clerk.

1. Call to Order – J.K. Irby, Clerk

Clerk Irby called the meeting to order at 1:07 p.m.

2. Approval of Agenda

School Board member Sharpe moved to approve the agenda. The motion carried 3-0.

3. Election of chair and vice chair – J.K. Irby, Clerk
(Chair must be a County Commissioner)

School Board member Sharpe moved to elect County Commissioner Baird as the Chair. The motion carried 3-0.

School Board member Sharpe moved to elect Ruben Ramos as the Vice Chair. The motion carried 3-0.

4. Introduction of members and staff – provide contact information – J. K. Irby, Clerk

Clerk Irby introduced the new VAB attorney Denise Lyn and she gave brief history of her experience.

5. Appointment of VAB Attorney – Authorize Chair to sign contract for 2012.

School Board member Sharpe moved to approve the contract and authorize the Chair to sign. The motion carried 3-0.

6. Sunshine Rules Overview
link: <http://www.myflsunshine.com/sun.nsf/sunmanual>

VAB Attorney Lyn presented the above item.

7. DOR Uniform Policies & Procedures Manual for VAB'S link in two locations:
County - <http://www.alachuacounty.us/government/clerk/vab/>
State - <http://dor.myflorida.com/dor/property/vab/>

VAB Clerk Gilmore and VAB Attorney presented the above item.

8. Selection of 2012 Special Magistrates – Summary sheet of applicants' qualifications and requirements attached – Deputy Clerk
- a) Select Special Magistrates, and alternates to hear:
 - issues of exemptions and classifications
 - issues regarding the valuation of real estate – residential and commercial
 - issues regarding the valuation of tangible personal property
 - b) Authorize the Clerk to negotiate contracts with the Special Magistrates and alternates, and direct the Chair to execute the agreement subject to approval by the VAB Attorney.

Vice Chair Ramos moved to approve staff recommendation to negotiate contracts with Jonathon Wershow, Reginald Carter, Ozzie Carrerou and Edmund Echt and authorize the Clerk to negotiate the contracts. The motion carried 3-0.

9. Selection of designee to make good cause decisions for late filed petitions (VAB Attorney) and for rescheduling of petitions (Deputy Clerk) – VAB Attorney

School Board member Sharpe moved to approve the VAB Attorney to make good cause decisions for late filed petitions and VAB Deputy Clerk for rescheduling of petitions. The motion carried 3-0.

10. Authorize Chair to sign Resolution ratifying the Clerk to charge fee of not more than \$15 for each parcel covered by the petition as allowed by FAC Rule 12D-9.015(7).

School Board member Sharpe moved to authorize the Chair to sign Resolution 12-01. The motion carried 3-0.

11. Approve Local Rules to be posted on County's website
- Added link to document for "[VAB Process Simplified](#)" to assist understanding

School Board member Sharpe moved to authorize the Clerk to amend as needed. The motion carried 3-0.

12. 2012 Calendar (Information only)

13. Discuss general information on Florida's property tax system, respective roles within this system, taxpayer opportunities to participate in the system and property taxpayer rights. - **VAB Clerk Gilmore presented**

2011 VAB Business

14. Approve Minutes of 2011 VAB Meeting on February 23, 2012.

School Board member Sharpe moved to approve the minutes. The motion carried 3-0.

15. Disclosure of any ex parte communications regarding the below petition for Alarion Bank.

There were none reported.

16. Consideration of Findings of Fact for Petition #2011-407-V, Alarion Bank. Special Magistrate recommends approval. Authorize Chair to sign the Decision of the VAB (Form DR-485-V) for the final decision made by the VAB.

It was the consensus of the VAB members to continue Petition 2011-407-V until the next VAB meeting.

17. Update on Petition #2011-050 – ADA Autism hearings.

Clerk Irby and VAB Attorney Lyn updated the board members on Petition #50.

18. Requests for Public Comment – **none requested**

Adjourned: 1:45 p.m.