

2024 ALACHUA COUNTY  
VALUE ADJUSTMENT BOARD  
ORGANIZATIONAL MEETING MINUTES  
September 5, 2024 – 4:00 p.m.  
Grace Knight Conference Room  
Gainesville, Florida

PRESENT: Commissioner Ken Cornell, Chair; Vice Chair Commissioner Charles “Chuck” Chestnut IV; School Board Member Dr. Sarah Rockwell; Citizen Member Brent Hartman and Citizen Member Scott Anderson.

ALSO PRESENT: VAB Attorney Rinky Parwani, Chris Cao, Jennifer McClain, John Dent and Deputy Clerk Deanne Williams.

1. Chair Cornell called the meeting to order at 4:01 p.m.

2. Approval of Agenda

**VAB Attorney Parwani requested** to add Public Comment before any other business.

**Commissioner Chestnut moved** to approve the agenda as amended. The motion carried 4-0. Citizen member Anderson was not present.

3. Public Comment

There was no one that wished to address the Board.

4. Approval of the 2024 VAB Attorney Contract

VAB Attorney Parwani asked to increase her hourly rate.

**School Board member Rockwell moved** to approve the 2024 VAB Attorney Contract with the correction to her hourly rate. The motion carried 5-0.

5. Minutes of the VAB Meeting on July 1, 2024

**Commissioner Chestnut moved** to approve the minutes. The motion carried 5-0.

6. Election of Vice Chair – Deputy Clerk (Chair appointed by County Commission)

**Citizen member Hartman moved** to approve Commissioner Chestnut as Vice Chair. The motion carried 5-0.

7. VAB members and staff – (contact information attached)

8. Sunshine Rules Overview

VAB Attorney Parwani presented the above item.

9. DOR Uniform Policies & Procedures Manual for VAB'S

VAB Attorney Parwani presented the above item.

10. Selection of 2024 Special Magistrates

**Citizen member Hartman moved** to authorize the Clerk to negotiate contracts with the Special Magistrates not to exceed \$200 per hour and direct the Chair to execute the agreement subject to approval by the VAB Attorney. The motion carried 5-0.

11. Selection of a designee to make good cause decisions for late filed petitions and for reschedule request.

**Commissioner Chestnut moved** to designate the attorney magistrate to make good cause decisions for late filed petitions and the VAB Deputy Clerk for rescheduling hearings requests. The motion carried 5-0.

12. Resolution 24-01

**School Board member Rockwell moved** to authorize the Chair to sign Resolution 24-01 ratifying the Clerk to charge a fee of not more than \$15 for each parcel covered by the petition as allowed by FAC Rule 12D-9.015(7). The motion carried 5-0.

13. 2024 Calendar (Information only)

14. VAB Attorney

The meeting was adjourned at 4:16 p.m.

DRAFT