



**4. ELECT CHAIRMAN AND VICE CHAIRMAN, PURSUANT TO F.S. 194.015  
The Chairman Shall Be A Board Of County Commission Member**

Chairman Adams opened the floor for nominations for Chairman.

MOTION WAS MADE by School Board Member Searcy, **SECONDED** by Citizen Member Weise, to re-elect Commissioner Susan Adams as Chairman. There were no other nominations for Chairman.

Chairman Adams CALLED FOR A VOTE and the Board unanimously approved the re-election of Commissioner Susan Adams as Chairman of the Value Adjustment Board for the Tax Year 2017.

Chairman Adams opened the floor for nominations for Vice Chairman.

MOTION WAS MADE by School Board Member Searcy, **SECONDED** by Chairman Adams, to re-elect Commissioner Bob Solari as Vice Chairman. There were no other nominations for Vice Chairman.

Chairman Adams CALLED FOR A VOTE and the Board unanimously approved to re-elect Commissioner Bob Solari as Vice Chairman of the Value Adjustment Board for the Tax Year 2017.

**5. INTRODUCTIONS & CONTACT INFORMATION**

**A. Introduction of Board Members/Board Clerk**

Introductions were made by all present.

**B. Board Members list and designated Board Clerk’s contact information .....4**

Value Adjustment Board (VAB) Clerk Terri Collins-Lister provided the Board members with a copy of the contact information list that is accessible on the Clerk’s website.

**6. APPROVE VALUE ADJUSTMENT BOARD MINUTES**

**A. VAB Final Meeting Minutes of April 19, 2017 ..... 5-12**

ON MOTION by School Board Member Searcy, **SECONDED** by Citizen Member Weise, the Board unanimously approved the VAB Final Meeting Minutes from April 19, 2017.

- 7. APPROVE RESOLUTION SETTING THE FILING FEE TO BE NO MORE THAN \$15 PER PARCEL FOR THE 2017 PETITION FILING PERIOD, PURSUANT TO F.S. 194.013

A. VAB Resolution 2017-1.....13-14

ON MOTION by School Board Member Searcy, SECONDED by Citizen Member Weise, the Board unanimously approved the Value Adjustment Board Resolution 2017-01, setting the filing fee for the 2017 petition filing period, as presented, and pursuant to F. S. 194.013.

- 8. APPOINT KAREN WONSETLER, ESQ., ATTORNEY APPLICANT TO SERVE AS SPECIAL MAGISTRATE FOR EXEMPTION/CLASSIFICATION/TAX DEFERRAL HEARINGS, PURSUANT TO F.S. 194.035

A. Karen Wonsetler, Esq.....15-22

ON MOTION by School Board Member Searcy, SECONDED by Citizen Member Weise, the Board unanimously approved the appointment of Attorney Karen Wonsetler, as the Attorney Special Magistrate for exemption, classification, assessment difference transfers, and tax deferral hearings for the VAB 2017 tax year.

- 9. SET THE RATE OF PAY FOR ATTORNEY SPECIAL MAGISTRATES  
Rate of pay for Attorney Special Magistrates is \$125.00 per hour.

ON MOTION by School Board Member Searcy, SECONDED by Citizen Member Weise, the Board unanimously approved a rate of pay not to exceed \$125.00 per hour, to be paid to the Attorney Special Magistrates for the VAB 2017 tax year.

- 10. APPOINT TWO OF THE FOLLOWING APPRAISER APPLICANTS TO SERVE AS SPECIAL MAGISTRATE FOR REAL PROPERTY VALUATION AND ONE APPRAISER APPLICANT AS AN ALTERNATE, PURSUANT TO F.S. 194.035.

A. Stephen Neill, MAI .....23-31  
 B. Juliana Young, MAI .....32-40  
 C. Marcos E. Salas., SRA, AI-RRS .....41-53  
 D. Terrie Peltier .....54-63



**13. AUTHORIZE THE CHAIRMAN TO EXECUTE A CONTRACT FOR EACH APPOINTED SPECIAL MAGISTRATE ON BEHALF OF THE FULL BOARD**

**A. Sample Special Magistrate Agreement .....88-93**

ON MOTION by School Board Member Searcy, **SECONDED** by Citizen Member Weise, the Board authorized the Chairman to execute a contract for each appointed Special Magistrate on behalf of the full Board.

**14. DESIGNATE VAB ATTORNEY TO MAKE DETERMINATION FOR LATE FILE GOOD CAUSE REVIEWS AND LATE FILE RESCHEDULE GOOD CAUSE REQUESTS ON BEHALF OF THE FULL BOARD, PURSUANT TO DOR RULE 12D-9.015 (11)(D), 12D-9.019(5), and 12D-9.021(6), and (7).**

ON MOTION by School Board Member Searcy, **SECONDED** by Citizen Member Weise, the Board unanimously approved to designate VAB Attorney Michelle Napier to make the determination for all good cause reviews on behalf of the full Board, pursuant to DOR Rules 12D-9.015(11)(D), 12D-9.019(5), and 12D-9.021(6) and (7).

**15. DESIGNATE THE VAB ATTORNEY TO REVIEW ALL SPECIAL MAGISTRATES' RECOMMENDATIONS FOR LEGAL SUFFICIENCY.**

ON MOTION by Citizen Member Weise, **SECONDED** by School Board Member Searcy, to designate the Value Adjustment Board Attorney Michelle Napier, to review all Special Magistrates' recommendations for legal sufficiency.

**16. DESIGNATE THE VAB ATTORNEY TO PROVIDE SPECIAL MAGISTRATE ORIENTATION ON HEARING GUIDELINES, EVIDENCE EXCHANGE, A REVIEW OF THE FLORIDA ADMINISTRATIVE CODE AND CURRENT PRACTICES AND PROCEDURES.**

**A. Special Magistrate Orientation Agenda.....94**

ON MOTION by Citizen Member Weise, **SECONDED** by School Board Member Searcy, the Board unanimously approved to designate the Value Adjustment Board Attorney Michelle Napier, to provide Special Magistrate Orientation on Hearing Guidelines, Evidence Exchange, a review of the Florida Administrative Code and Current Practices and Procedures.

**17. APPROVE THE VAB CHAIRMAN TO REVIEW AND AUTHORIZE PAYMENT OF 2017-2018 VAB INVOICES ON BEHALF OF THE FULL BOARD.**

**ON MOTION by Citizen Member Weise, SECONDED by School Board Member Searcy, the Board unanimously approved the VAB Chairman to review and authorize payment of VAB invoices on behalf of the full Board.**

**School Board Member Searcy inquired on a request made at the Final Meeting held on April 19, 2017 for a VAB detailed budget. VAB Clerk Lister provided a Proposed 2017/2018 VAB Budget, an Approved 2016/2017 VAB Budget, and a spreadsheet of VAB Expenditures since the year 2008.**

**18. PUBLIC INPUT**

**There was no public input.**

**VAB Clerk Lister reported that the Truth in Millage (TRIM) Notices were mailed out on August 14, 2017, the deadline to file a Petition was September 8, 2017 and that hearings would begin in mid-October.**

**Citizen Member Weise announced his resignation from the VAB effective immediately.**

**19. ADJOURNMENT**

**There being no further items, the meeting adjourned at 10:20 a.m.**

**VALUE ADJUSTMENT BOARD**

\_\_\_\_\_  
**Commissioner Joseph E. Flescher, VAB Chairman**

**Approved:** \_\_\_\_\_

**ATTEST:**  
**Jeffrey R. Smith, Clerk of Circuit Court and Comptroller**

**By:** \_\_\_\_\_  
**Terri Collins-Lister, VAB Clerk**