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**VALUE ADJUSTMENT BOARD (VAB) ORGANIZATIONAL MEETING  
COUNTY ADMINISTRATION BUILDING A1-102  
THURSDAY, AUGUST 2, 2018, 1:00 P.M.**

The Value Adjustment Board (VAB) of Indian River County, Florida, met on Thursday, August 2, 2018, at 1:00 p.m., in the County Administration Building, 1801 27<sup>th</sup> Street, Building A, Room 102, Vero Beach, Florida. Present were Chairman Joseph E. Flescher; Vice Chairman Tim Zorc; School Board Member Charles Searcy; and Citizen Member(s) Todd Heckman and Wesley S. Davis.

Also present were VAB Attorney Michelle Napier; VAB Clerks Terri Collins-Lister and Rhonda Zirkle; and from the Property Appraiser's Office, Sissy Long.

1. **CALL TO ORDER**  
Chairman Joseph E. Flescher called the meeting to order.
2. **INVOCATION – Citizen Member Wesley S. Davis**  
Citizen Member Davis delivered the Invocation.
3. **PLEDGE OF ALLEGIANCE – School Board Member Charlie Searcy**  
School Board Member Searcy led the Pledge of Allegiance to the Flag.
4. **ELECT CHAIRMAN AND VICE CHAIRMAN, PURSUANT TO F.S. 194.015**  
The Chairman Shall Be A Board Of County Commission Member

Chairman Flescher opened the floor for nominations for Chairman.

**MOTION WAS MADE** by Citizen Member Davis, **SECONDED** by Citizen Member Heckman, to re-elect Commissioner Joseph E. Flescher as Chairman. There were no other nominations for Chairman.

Chairman Flescher **CALLED FOR A VOTE** and the Board, by a 4-1 vote (Searcy opposed) approved the re-election of Commissioner Joseph E. Flescher as Chairman of the Value Adjustment Board for the Tax Year 2018.

School Member Searcy voiced his opposition to 194.015 of the Florida Statutes, which states that the Chairman must be one of the two elected officials.

*"There is hereby created a value adjustment board for each county, which shall consist of two members of the governing body of the county as elected from the membership of the board of said governing body, one of whom shall be elected chairperson"*

Chairman Flescher opened the floor for nominations for Vice Chairman.

**MOTION WAS MADE** by Citizen Member Heckman, **SECONDED** by Citizen Member Davis, to re-elect Commissioner Tim Zorc as Vice Chairman. There were no other nominations for Vice Chairman.

Chairman Flescher **CALLED FOR A VOTE** and the Board unanimously approved to re-elect Commissioner Tim Zorc as Vice Chairman of the Value Adjustment Board for the Tax Year 2018.

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..... 1  
Value Adjustment Board (VAB) Clerk Terri Collins-Lister provided the Board members with a copy of the contact information list, which is also accessible on the Clerk's website.

6. **APPROVE VALUE ADJUSTMENT BOARD MINUTES**

A. VAB Final Meeting Minutes of May 16, 2018 .....2-6  
B. VAB Second Final Meeting Minutes of June 18, 2018.....7-8

**ON MOTION** by Citizen Member Davis, **SECONDED** by Citizen Member Heckman, the Board unanimously approved the VAB Final Meeting Minutes from May 16, 2018 and the VAB Second Final Meeting Minutes of June 18, 2018.

7. **APPROVE RESOLUTION SETTING THE FILING FEE TO BE NO MORE THAN \$15 PER PARCEL FOR THE 2018 PETITION FILING PERIOD, PURSUANT TO F.S. 194.013**

A. VAB Resolution 2018-1.....9-10

**ON MOTION** by Citizen Member Davis, **SECONDED** by Vice Chairman Zorc, the Board unanimously approved the Value Adjustment Board **Resolution 2018-1**, setting the filing fee for the 2018 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.....11-17

**ON MOTION** by School Board Member Searcy, **SECONDED** by Citizen Member Davis, 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 2018 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 Citizen Member Davis, **SECONDED** by Vice Chairman Zorc, 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 2018 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.....18-23  
B. Juliana Young, MAI.....24-32  
C. Charlotte Stahlberg.....33-40  
D. Terrie Peltier .....41-49

Terri Collins-Lister, VAB Clerk, asked the Board to approve two (2) Special Magistrates and an alternate Special Magistrate for the 2018 VAB Season to cover hearings with repeat petitioners/agents from the previous VAB seasons and to cover potential conflicts of interest. After the Board reviewed and commented on the Special Magistrate Applications, the following action was taken:

**ON MOTION** by Citizen Member Davis, **SECONDED** by Vice Chairman Zorc, the Board unanimously approved to appoint Stephen Neill, MAI and Juliana Young, MAI

as the Appraiser Special Magistrates and Charlotte Stahlberg as an Alternate Appraiser Special Magistrate for the VAB 2018 tax year.

11. SET THE RATE OF PAY FOR APPRAISER SPECIAL MAGISTRATES  
Rate of pay for Appraiser Special Magistrates is \$105.00 per hour.

ON MOTION by Citizen Member Davis, **SECONDED** by Vice Chairman Zorc, the Board unanimously approved the rate of pay not to exceed \$105.00 per hour for all Appraiser Special Magistrates for the VAB 2018 tax year.

12. APPOINT PAMELA ANDREA, APPRAISER APPLICANT TO SERVE AS SPECIAL MAGISTRATE FOR TANGIBLE PERSONAL PROPERTY HEARING, PURSUANT TO F.S. 194.35, AND SET HOURLY RATE OF PAY, MILEAGE AND MAXIMUM RATE PER DAY FOR OVERNIGHT LODGING REIMBURSEMENT IN ACCORDANCE WITH F.S. 112.06

A. Pamela Andrea, ASA .....50-63

ON MOTION by Citizen Member Davis, **SECONDED** by Vice Chairman Zorc, the Board unanimously approved the appointment of Pamela Andrea as Special Magistrate for Tangible Personal Property hearings for the VAB 2018 tax year at the rate of pay of \$105.00 per hour, with a maximum reimbursement of \$100.00 per day for lodging, plus mileage at the State approved rate.

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

A. Sample Special Magistrate Agreement .....64-69

ON MOTION by Citizen Member Davis, **SECONDED** by Citizen Member Heckman, the Board unanimously 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 Citizen Member Davis, **SECONDED** by School Board Member Searcy, 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 Davis, SECONDED by School Board Member Searcy, the Board unanimously approved to designate the VAB 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.**

**ON MOTION by School Board Member Searcy, SECONDED by Citizen Member Davis, the Board unanimously approved to designate the VAB 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 2018-2019 VAB INVOICES ON BEHALF OF THE FULL BOARD.**

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

18. **PUBLIC INPUT**

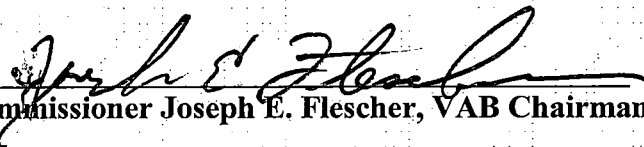
**Citizen Member Davis acknowledged School Board Member Searcy's service on the Value Adjustment Board indicating that Mr. Searcy would not be seeking re-election with the Indian River County School Board, and that his term would end November 2018.**

**VAB Clerk Lister reported that the Truth in Millage (TRIM) Notices were mailed out on August 13, 2018, the deadline to file a Petition was September 7, 2018 without a Good Cause, and that hearings would begin in October 2018.**

19. **ADJOURNMENT**

**There being no further items, the meeting adjourned at 1:35 p.m.**

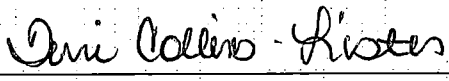
## **VALUE ADJUSTMENT BOARD**

  
Commissioner Joseph E. Flescher, VAB Chairman

Approved: March 25, 2019

ATTEST:

Jeffrey R. Smith, Clerk of Circuit Court and Comptroller

By:   
Terri Collins-Lister, VAB Clerk