

**MINUTES OF MEETING
VALUE ADJUSTMENT BOARD
ST. JOHNS COUNTY
AUGUST 11, 2003
9:00 A.M.**

Hearing of the 2003 Value Adjustment Board of St. Johns County, Florida, began and held in the Auditorium at the County Administration Building, 4020 Lewis Speedway (County Road 16-A) and U.S. 1 North, St. Augustine, Florida.

Proof of publication regarding the notice of the 2003 Value Adjustment Board hearing was received, having been published in *The St. Augustine Record* on August 4, 2003.

Present: Marc Jacalone, County Commissioner, Chairman
James Bryant, County Commissioner
Karen Stern, County Commissioner
Bill Fehling, School Board Member
Cheryl Strickland, Clerk of Courts
Daniel Bosanko, County Attorney
Sharon Outland, Property Appraiser
Pam Mann, Assistant Property Appraiser
Robin Platt, Deputy Clerk

Not present: Diane Lovell, School Board Member
Bruce Maguire, County Commissioner, Alternate

(08/11/03 - 1 - 9:03 a.m.)
CALL TO ORDER

Jacalone called the meeting to order and stated who was present for the record.

(08/11/03 - 1 - 9:04 a.m.)
DISCUSSION OF THE PROPOSED RULES

Dan Bosanko, County Attorney, explained that he submitted two copies of the proposed rules; one black line copy to show the changes since the last meeting, and the other a clean copy of the changes. He stated that Linda Bryan, the Property Appraiser's Attorney, had reviewed the proposed rules and that he was not aware of any problems that she had with the changes, with the exception of paragraph U. on page 12, concerning time periods and Bosanko explained the need for time.

(9:06 a.m.) Cheryl Strickland, Clerk of Courts, elaborated on the need for time to process the Special Master's recommendations on the required forms. She also stated that there would be two new Special Masters this year and she would like that verbiage to remain as is.

(9:06 a.m.) Sharon Outland, Property Appraiser, said that she did not have an objection to the time frame.

(9:06 a.m.) Bosanko summarized the changes that were made since the last meeting. Jacalone commented that eliminating the second public hearing is a common practice, and Bosanko concurred. Outland stated that she did not have a problem with any of the changes.

(08/11/03 - 1 - 9:08 a.m.)
CONSIDER AND ADOPT RULES

Motion by Stern, seconded by Bryant, carried 4/0 with Lovell absent, to adopt the Rules of Procedure for the St. Johns County Value Adjustment Board.

(08/11/03 - 2 - 9:08 a.m.)

SPECIAL MASTER SELECTION AND RETENTION

Bosanko reminded the Board that the statutes had changed this year, and they require that a Special Master, with specific qualifications, be hired for all three types of hearings. He outlined the three categories: real estate valuations, tangible personal property and exemptions.

(9:10 a.m.) Strickland stated that she advertised for all three types of Special Masters and hoped to find someone who was qualified for more than one specialty, but that did not happen, so there would have to be three Special Masters. She stated that she handed out a "cheat-sheet" which listed the applicants, and their qualifications, and that the Board could go by the sheet, or they could interview the applicant's personally.

(9:11 a.m.) Jacalone stated that interviewing the Special Masters would not be necessary and questioned Strickland if she had any recommendations. Strickland stated that she reviewed the list, and after reviewing the qualifications, could recommend Reginald Carter and Steven Tatro, as they are on the Department of Revenue's Special Master List. Jacalone supported Strickland's recommendations.

(9:13 a.m.) Bosanko stated that Francis Pierce was the only attorney who applied for the Attorney Special Master position, but recommended him, as he is qualified. Jacalone questioned if the funds to pay the Special Masters had been budgeted. Strickland responded that there was a special line item in the budget for payment of Special Masters. She also stated that they needed to address the hourly rate for the Special Masters and recommended \$90 per hour for valuation and tangible personal property and a higher amount for the attorney. Discussion followed on the rates and budgeted funds.

(9:17 a.m.) **Motion by Bryant, seconded by Stern, carried 4/0 with Lovell absent, to hire Mr. Francis Pierce, Jr., as the attorney [Special Master], Reginald M. Carter as the certified appraiser for valuations, and Steven C. Tatro for the appraiser for the valuation of personal tangible property.** Chairman Jacalone adjourned the meeting at 9:17 a.m.

Approved April 13, 2004

VALUE ADJUSTMENT BOARD
OF ST. JOHNS COUNTY, FLORIDA

By: 
Karen R. Stern, Chair

RENDITION DATE 4/16/04

ATTEST: CHERYL STRICKLAND, CLERK

By: 
Deputy Clerk

