

MINUTES
COUNTY OF VOLUSIA
VALUE ADJUSTMENT BOARD
ORGANIZATIONAL MEETING of 2017

The 2017 Organizational Meeting of the Value Adjustment Board was held June 5, 2017 in Council Chambers of the Thomas C. Kelly Administration Building located at 123 W. Indiana Avenue, Deland, Florida. Chairperson, Pat Patterson called the meeting to order at 8:31 a.m., Deputy Clerk, Terri Pendarvis performed roll call. A quorum was acknowledged with the following members in attendance:

Board Members

Pat Patterson
Joyce Cusack
Ray Pennebaker
Linda Cuthbert

Board Counsel

Aaron Thalwitzer

Deputy Clerk

Terri Pendarvis

Chairperson, Pat Patterson noted a telephone call received from Board Member, Skip Diegel indicating he would not be in attendance due to a schedule conflict. Board Member, Joyce Cusack was not present during roll call, she joined the meeting at approximately 8:36 a.m.

The first order of business was Item 1: Appointment of the VAB Attorney and Contract for legal services. **A motion made by Ray Pennebaker and seconded by Linda Cuthbert** approved this item. There was no objection. The motion carried unanimous decision.

The next order of business was Consent Agenda, Item 2: Minutes of the 2016 Final Board Meeting held January 23, 2017. Hearing no objection the minutes were approved.

The next order of business was Item 3: Public Participation and Approval of the Participation Form. There was no public participation. Chairperson, Pat Patterson acknowledged the three minute rule for presentations. For organizational purposes, this line entry records topic discussion during Item 5. Deputy Appraiser, Janice Cornelius inquired about notice requirements for participation. VAB Attorney, Aaron Thalwitzer provided legal summary regarding participation. Board Members discussed time specific requirements regarding participation. Chairperson, Pat Patterson acknowledged public participation requests could be presented at any time, however, a ten day time period was required for board action. There was no objection. **A motion made by Ray Pennebaker and seconded by Linda Cuthbert** approved this item. The motion carried unanimous decision.

The next order of business was Item 4: Election of Chairperson, Vice-Chairperson, and Good Cause Designee. **The first motion made by Ray Pennebaker and seconded by Linda Cuthbert** nominated Pat Patterson to serve as Chairperson. **A subsequent motion made**

by Ray Pennebaker nominated Linda Cuthbert to serve as Vice-Chairperson. There was no objection. **The final motion made by Ray Pennebaker and seconded by Linda Cuthbert** nominated Aaron Thalwitzer as Good Cause Designee. There was no objection. Each of the motions carried unanimous decision.

The next order of business was Item 5: Board Introductions. Chairperson, Pat Patterson introduced Board Members, VAB Attorney, Deputy Clerk, and provided VAB contact information. VAB Attorney, Aaron Thalwitzer discussed Florida's Property Tax System, role of participants, how to participate, and property taxpayer's rights. Vice-Chairperson, Linda Cuthbert inquired about location of petition forms. Deputy Appraiser, Janice Cornelius inquired about participation notice requirements. VAB Attorney, Aaron Thalwitzer provided legal summary on participation. Board Members discussed time specific requirements regarding participation. Chairperson, Pat Patterson acknowledged public participation requests could be presented at any time, however, a ten day time period was required for board action. The Deputy Clerk introduced the VAB Reference Guide, provided links to resources on the internet, and printed resources available during each board meeting and in the VAB office. The resources included the Government-in-the-Sunshine Manual, Florida Statutes 192-195; and Florida Administrative Code Chapters 12D-9, 12D-10, 12D-51.

The next order of business was Item 6: Activation of the board by Resolution 2017-001. **A motion made by Ray Pennebaker and seconded by Joyce Cusack** adopted the resolution. There was no objection. The motion carried unanimous decision.

The next order of business was Item 7: Board Meeting Schedule. Board Members discussed location, dates, times and provisions to allow the schedule to be adjusted in accordance with the number of petitions filed, conclusion of hearings, and rescheduling of board activity, to meet requirements outlined in s. 194.032 F.S., continuing in session until all petitions are heard. **A motion made by Joyce Cusack and seconded by Linda Cuthbert** approved this item. There was no objection. The motion carried unanimous decision.

The next order of business was Item 8: Petition Hearing Schedule for 2017. Chairperson, Pat Patterson noted location, dates, times, telephonic hearings and acknowledged the telephonic hearing request form.

The next order of business was Item 9: Review and Selection of Special Magistrates. Attorney, Aaron Thalwitzer commented on the summary memorandum previously provided. Board Member, Ray Pennebaker commented on magistrates that previously served. **A motion made Ray Pennebaker and seconded by Linda Cuthbert** appointed the Attorney Magistrates for 2017 as follows: Kevin Pribell and Joseph Haynes Davis. Board Member, Joyce Cusack sought historical term of service for attorney magistrates. The Deputy Clerk

provided tenure of attorney applicants and the number of hearing days for each petition type. Board Member, Joyce Cusack asked for alternate opportunities to allow a variety of qualified magistrates to serve in the future. **A subsequent motion made Joyce Cusack and seconded by Ray Pennebaker** appointed Tangible Magistrates for 2017 as follows: Robert Sutte and Pamela Andrea. **The final motion made by Ray Pennebaker and seconded by Joyce Cusack** appointed the Appraiser Magistrates for 2017 as follows: Richard Steeves, John Robinson, Edgar Fleri, Kathryn Edmundson, Cassie Robertson, and Robert Sutte. There were no objections. Each motion carried unanimous decision.

The next order of business was Item 10: Remuneration and Conditions for Magistrate Services. Board Members discussed compensation and contracts. **A motion made by Joyce Cusack and seconded by Ray Pennebaker** approved the contracts. There was no objection. The motion carried unanimous decision. **A subsequent motion made by Ray Pennebaker and seconded by Joyce Cusack** approved the Compensation Rate of \$95.00 per hour, with exclusion of travel time, expenses, and mileage reimbursement. There was no objection. The motion carried unanimous decision.

The next order of business was Item 11: Other Business. Property Appraiser, Larry Bartlett commented on working with citizens regarding petition appeals. Chairperson, Pat Patterson inquired with Mr. Bartlett about a recent newspaper article showing property values were rising in Volusia County. Mr. Bartlett confirmed the value increase.

The Organizational Meeting of the Value Adjustment Board adjourned at approximately 9:00 a.m., this 5th day of June, 2017.