

**ST. JOHNS COUNTY VALUE ADJUSTMENT BOARD
2020 ORGANIZATIONAL MEETING AGENDA**

July 20, 2020 at 10:00 a.m.

Jeb Smith, BCC Member, Chair
James Johns, BCC Member
Patrick Canan, SJCSB Member
Heather Allen, BCC Citizen Member
Kelly Green, SJCSB Citizen Member

Jim Bedsole, VAB Counsel
Brandon Patty, Clerk
Natasha McGee, VAB Clerk

1. Call to Order

2. Roll Call

3. Opening Comments, Introductions, and Discussion of Rules

- VAB member, clerk and legal counsel introductions; contact information to be provided.
- Information on where to find Uniform Policies and Procedures for Value Adjustment Boards to be provided.
- Information on where to find the Government-in-the-Sunshine manual to be provided.
- Guidelines and statutes applicable to assessments and assessment administration to be provided.

4. Public Comment

5. Ratify Private Legal Counsel Appointment

Chapter 12D-9.013(1)(c) F.A.C. requires that legal counsel to the Value Adjustment Board be ratified annually.

Suggested Motion:

Motion to ratify the appointment of James Bedsole as private counsel to the St. Johns County Value Adjustment Board.

6. Approval of Minutes

Approval of the March 12, 2020, VAB meeting minutes.

Suggested Motion:

Motion to approve the March 12, 2020, Value Adjustment Board meeting minutes, as submitted.

7. Ratify Special Magistrates' Contracts

The VAB is required by F.S. 194.035(1) to appoint special magistrates to conduct hearings and to make recommendations to the Board in the areas of real property valuation, tangible personal property valuation, and exemptions and classifications.

The special magistrates who have consented to serve for the 2020 tax year, and whose appointments need to be ratified are:

- Reginald Carter, Real Property Valuation Magistrate and Tangible Personal Property (TPP) Magistrate
- Mel Ward, Real Property Valuation Magistrate
- Elizabeth Young, Exemptions and Classifications Magistrate
- Lee Carlin, Exemptions and Classifications Magistrate
- Joseph Davis, Exemptions and Classifications Magistrate

See attached spreadsheet for information regarding the magistrates' service, qualifications, and statutory requirements.

Suggested Motion:

Motion to ratify the appointments of: Reginald Carter, as real property and TPP special magistrate; Mel Ward, as real property special magistrate; Lee Carlin, as exemptions and classifications magistrate; Elizabeth Young, as exemptions and classifications magistrate; and Joseph Davis, as exemptions and classifications magistrate, to serve as special magistrates for the 2020 tax year.

8. Resolution to Ratify the VAB Petition Filing Fee of \$15

Chapter 12D-9.013(1)(k) F.A.C. requires that the VAB petition filing fee be ratified, by resolution, annually.

Suggested Motion:

Motion to adopt VAB Resolution No. 2020-1, setting the VAB petition filing fee of \$15.

9. Ratify the Designation of Board Legal Counsel, as the Designee for Determining Good Cause for Late-filed Petitions, Pursuant to F.A.C. 12D-9.015, Late Filed Petitions, Paragraph (14)(D); and the Board Clerk, as the Designee for Good Cause Reschedule Requests, Pursuant to F.A.C. 12D-9.019, Scheduling and Notice of a Hearing, Paragraph (4)(A)

Suggested Motion:

Motion to ratify the designation of the vale adjustment board's legal counsel and board clerk as the designees for good cause determinations for late-filed petitions and reschedule requests, respectively.

10. Discussion of Florida's Property Tax System

Jim Bedsole, VAB Counsel, will present information of Florida's property tax system, respective roles within the system, taxpayer opportunities to participate in the system, and property taxpayer rights.

11. Discussion of Tentative VAB Meeting Schedule

The VAB will meet tentatively in October 2020 to approve the first certification of the 2020 tax roll. Other meetings will be scheduled as needed.

12. Other business, if any

13. Adjournment