

(August 23, 2012, VAB Organizational Meeting)

**MINUTES OF  
2012  
BRADFORD COUNTY  
VALUE ADJUSTMENT BOARD  
ORGANIZATIONAL MEETING  
THURSDAY, AUGUST 23, 2012  
1:30 P.M.**

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The 2012 Bradford County Value Adjustment Board convened for an Organizational Meeting on Thursday, August 23, 2012, at 1:30 p.m., in the County Commissioner Chambers, 945 North Temple Avenue, Starke, Florida.

**PRESENT:** Commissioner Sellars, Commissioner Chandler, School Board Member Vivian Chappell, and Citizen Members Greg Pusateri and Frank Patterson.

**ALSO PRESENT:** Marlene Stafford, Deputy Clerk, Paul Sanders, VAB Attorney, Jimmy Alvarez, Property Appraiser, Al Coston, Chief Deputy Appraiser, Property Appraiser Staff Members Shelly Bowen and Kenny Clark.

**CALL TO ORDER:** The meeting was called to order at 1:30 p.m.

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**RATIFY APPOINTMENT OF PRIVATE LEGAL COUNSEL PAUL SANDERS**

*Commissioner Sellars moved, seconded by School Board Member Chappell, and **carried 5-0, to reappoint Paul Sanders as private legal counsel to the 2012 VAB.***

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**BOARD ORGANIZATION**

- a. Elect Chairman (Pursuant to F.S. 194.015, the Chairman must be a County Commissioner)**

*Commissioner Sellars nominated Commissioner Chandler to serve as the 2012 VAB Chairman, School Board Member Chappell seconded the nomination and the **nomination carried 5-0.** There being no further nominations, Commissioner Chandler will serve as the 2012 VAB Chairman.*

- b. Elect Vice-Chairman**

*School Board Member Chappell nominated Citizen Member Patterson to serve as the 2012 VAB Vice-Chairman, Commissioner Sellars seconded the nomination and the **nomination carried 5-0.** There being no further nominations, Citizen Member Patterson will serve as the 2012 VAB Vice-Chairman.*

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**INTRODUCTION OF BOARD MEMBERS (Contact Information Available to Public and Included in Packet)—Board Chairman:** Each VAB member introduced themselves.

County Commissioner Ross Chandler, District I  
County Commissioner Lila Sellars, District III  
School Board Member Vivian Chappell, District IV  
County Commission Citizen Member Greg Pusateri  
School Board Citizen Member Frank Patterson

(August 23, 2012, VAB Organizational Meeting)

**INTRODUCTION OF BOARD CLERK DESIGNEE (Contact Information Available to Public and Included in Packet)—Board Chairman**

Deputy Clerk Stafford, VAB Clerk Designee, introduced herself.

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**ANNOUNCE AVAILABILITY OF DEPARTMENT RULES AND RELATED DOCUMENTATION—Deputy Clerk Stafford (CD's and on website: [www.bradfordcountyfl.gov/clerkIndex.html](http://www.bradfordcountyfl.gov/clerkIndex.html))**

Ms. Stafford announced that the Department Rules were available on CD and on the Clerk's website.

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**RESOLUTION RATIFYING \$15.00 FILING FEE—Paul Sanders**

Mr. Sanders presented the resolution for consideration and reviewed the statute regulating filing fees.)

Following brief discussion, *Commissioner Sellars moved, seconded by School Board Member Chappell, and carried 5-0, to adopt the [Resolution](#) as presented.*

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**AUTHORIZE THE CHAIRMAN TO EXECUTE THE FOLLOWING FORMS ON BEHALF OF THE VAB IN ORDER TO FULFILL PROCEDURAL REQUIREMENTS—Paul Sanders**

- a. **Decision of the VAB to Include Findings of Fact and Conclusions of Law (DR-485V & DR-485XC Included in Packet)**
- b. **Certification of the Value Adjustment Board (DR-488 Included in Packet)**

Mr. Sanders briefly reviewed each form and its purpose.

*School Board Member Chappell moved, seconded by Commissioner Sellars, and carried 5-0, to authorize Chairman Chandler to execute Form DR-485V, DR-485XC and DR-488 on behalf of the VAB.*

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**GENERAL DISCUSSION:** None.

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**ATTORNEY COMMENTS—Paul Sanders**

Mr. Sanders commented on the following:

- [Legal Counsel Mandatory Advisements to the Board](#). (Distributed copies and briefly reviewed.)
- [Script of Hearing for the Chairman](#). (Distributed copies.)

(August 23, 2012, VAB Organizational Meeting)

**PROPERTY APPRAISER COMMENTS—Jimmy Alvarez**

Mr. Alvarez commented on the following:

- Expressed appreciation to the Board members for their service.
- Explained the VAB process from the P.A. side of the house.
- Reminded the Board that they will be making judgment relating to the value of the property, not the taxes on the property.
- Mr. Alvarez introduced his staff members.
- Cautioned the Board about ex parte communication between his office and the VAB.

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**ANNOUNCE HEARING DATES:**

Chairman Chandler announced the hearing dates as follows: Tuesday, October 9th at 9:00 a.m. and Alternate date of Friday, October 12th at 9:00 a.m.

At the request of Chairman Chandler, Mr. Sanders addressed the basis for which the VAB should make their decisions during the hearings.

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**PUBLIC COMMENTS:** None.

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**OTHER BUSINESS:** Deputy Clerk Stafford briefly reviewed how the statute change concerning scheduling petitions for time blocks will be handled.

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**ADJOURN**

*School Board Member Chappell moved, seconded by Commissioner Sellars, and **carried 5-0, to adjourn the meeting.*** There being no further business, the meeting was adjourned at 2:04 p.m.

(Minutes prepared by Marlene Stafford, Deputy Clerk)