

July 11, 2006

The Pinellas County Value Adjustment Board (VAB) met in the County Commission Conference Room, 315 Court Street, Clearwater, Florida, at 8:15 a.m. on this date with the following members present:

Calvin D. Harris, County Commissioner, Chairman
John Morroni, County Commissioner
Carol J. Cook, School Board Member
Mary Russell, School Board Member

Not Present:

Robert B. Stewart, County Commissioner

Also Present:

Ken Burke, Clerk of the Circuit Court
Claretha N. Harris, Chief Deputy Clerk, Finance
Frederick L. Dean, Director, Finance
Susan H. Churuti, County Attorney
Christina Le Blanc, Assistant County Attorney
Pamela M. Dubov, Chief Deputy Property Appraiser
Ron Anderson, Deputy for Appraisals
Stephen G. Watts, Esquire, VAB Counsel
Linda R. Reed, Manager, Board Records
Cynthia N. Haumann, Assistant Manager, Board Records

AGENDA

1. Approval of Minutes of Meeting of December 6, 2005
2. Appointment of Special Magistrates (attorneys)
3. Appointment of Special Magistrates (appraisers)
4. Approval of Contract for VAB Counsel
5. Authorization to Hold an Orientation Meeting for Special Magistrates
6. Authorization to Hire Trainer for Special Magistrates
7. Confirmation of Board Policies:
 - a. Letters to Petitioners regarding Scheduling and Agenda
 - b. Letter for Incomplete Petitions
 - c. Process for Handling Duplicate Petitions

- d. Late Filing Procedures and Notice to Petitioner
- e. Special Magistrate compensation

- 8. Authorization to Hire Temporary Help

- 9. Calendar

- 10. Miscellaneous
 - a. Financial and Statistical Summary – last three years

- 11. Adjournment

CALL TO ORDER

Chairman Harris called the meeting to order at 8:15 a.m. Deviating from the agenda, Chairman Harris recognized Ken Burke, Clerk of the Circuit Court, who provided an overview of the Value Adjustment Board website for the members. There was discussion regarding the possibility of petitions being filed electronically in the future; whereupon, Attorney Churuti replied that this would require a change to the present statute. Commissioner Morroni suggested that this was something that all the Clerks throughout the state could pursue as a goal during the next legislative session.

1 MINUTES OF THE MEETING OF DECEMBER 6, 2005 - APPROVED

Upon motion by School Board Member Russell, seconded by Commissioner Morroni and carried, the minutes of the meeting of December 6, 2005, were approved.

2 ATTORNEYS ANTHONY J. COMPARETTO, SALLIE H. FOOTE, HERBERT E. LANGFORD, JR., AND LORI L. RUTLAND SELECTED AS SPECIAL MAGISTRATES FOR EXEMPTIONS

Chairman Harris referred to the selection of Special Magistrates for exemptions; whereupon, School Board Member Cook moved, seconded by School Board Member Russell and carried, that attorneys Anthony J. Comparetto, Sallie H. Foote, Herbert E. Langford, Jr., and Lori L. Rutland be selected as the Special Magistrates for exemptions.

3 TEN APPRAISERS SELECTED TO SERVE AS SPECIAL MAGISTRATES

Chairman Harris referred to the selection of appraiser applicants to serve as Special Magistrates; whereupon, Commissioner Morroni commented on the number of applicants who live outside the county. Ms. Reed related that this is a common occurrence throughout the state. School Board Member Russell moved, seconded by School Board Member Cook and carried, that

the 10 appraiser applicants as outlined in the agenda information, which has been filed and made a part of the record, be approved as Special Magistrates.

4 CONTRACT WITH STEPHEN G. WATTS, P.A., TO SERVE AS VAB COUNSEL

Chairman Harris referred to a Contract for Legal Services between the VAB and the law firm of Stephen G. Watts, P.A., to serve as special counsel to the Board. Following a brief discussion, School Board Member Russell moved, seconded by Commissioner Morroni and carried, that the contract be approved.

5 AUTHORIZATION GRANTED TO SCHEDULE SPECIAL MAGISTRATE ORIENTATION FOR FRIDAY, SEPTEMBER 29, 2006

Chairman Harris referred to authorization for a Special Magistrate orientation; whereupon, School Board Member Russell moved, seconded by Commissioner Morroni and carried, that authorization be granted to schedule the Special Magistrate orientation for Friday, September 29, 2006 at 9:30 a.m.

6 AUTHORIZATION GRANTED TO HIRE TRAINER FOR SPECIAL MAGISTRATES

Chairman Harris referred to authorization to hire a trainer for a flat fee of \$500.00 for the training of the Special Magistrates; whereupon, School Board Member Russell moved, seconded by Commissioner Morroni and carried, that authorization be granted to hire a trainer for the Special Magistrate orientation.

7 VARIOUS BOARD POLICIES – CONFIRMED

Chairman Harris referred to confirmation of Board policies; whereupon, School Board Member Cook moved, seconded by School Board Member Russell and carried, that the following Board policies be confirmed:

- a. Letters to petitioners regarding scheduling and agenda.
- b. Letter for incomplete petitions.
- c. Process for handling duplicate petitions.
- d. Late filing procedures and notice to petitioner.
- e. Special Magistrate compensation.

8 AUTHORIZATION GRANTED TO HIRE TEMPORARY EMPLOYEES FOR VAB PROCESS

Upon reference by Chairman Harris, School Board Member Russell moved, seconded by School Board Member Cook and carried, that authorization be granted to hire temporary employees for the VAB process.

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9 VAB CALENDAR – APPROVED

Chairman Harris referred to the VAB calendar; whereupon, School Board Member Cook moved, seconded by Commissioner Morroni and carried, that the VAB calendar be approved with the final meetings to be held October 10, 2006 at 8:15 a.m. and December 12, 2006 at 2:00 p.m.

#10 FINANCIAL AND STATISTICAL INFORMATION FOR THE LAST THREE YEARS

ADJOURNMENT

Upon direction of Chairman Harris, the meeting was adjourned at 8:34 a.m.