

ORANGE COUNTY 2017 VALUE ADJUSTMENT BOARD (VAB)
ORGANIZATIONAL MEETING

Date: Tuesday, June 06, 2017
Location: County Comptroller's Conference Room A, Fourth Floor, 201 South Rosalind Avenue, Orange County Administration Center, Orlando, Florida
Members Present: Commissioners Bryan Nelson, Emily Bonilla; School Board Member Joie Cadle, School Board Citizen Member Lou Nimkoff and Alternate School Board Citizen Member Heather Traynham joined the meeting where indicated
Member Absent: BCC Citizen Member David Robinson
Others Present: VAB Special Counsel Aaron Thalwitzer, Comptroller Deputy Clerk of the VAB Katie Smith, Comptroller Assistant Deputy Clerk of the VAB Jessica Vaupel, VAB Coordinator Anissa Mercado, VAB Specialist Keondra Lofton

- CALL TO ORDER, 1:00 p.m.

1. Convene as the Orange County VAB for 2017 and call the meeting to order.

The Honorable Comptroller Phil Diamond addressed the Board.

- AGENDA

2. Elect Chairman and Vice-Chairman. Pursuant to Section 194.015, Florida Statutes, the Chairman shall be a BCC member.

Member Cadle nominated Commissioner Nelson as Chairman.

No further nominations were made.

Motion/Second: Members Cadle / Bonilla

AYE (voice vote): All present members

Action: The Board elected Commissioner Nelson as Chairman.

Member Bonilla nominated herself as Vice-Chairman.

Mr. Thalwitzer advised the Board that the Vice-Chairman should be a School Board member.

Member Nimkoff nominated Member Cadle as Vice-Chairman.

No further nominations were made.

AYE votes cast by voice vote for Member Cadle as follows: Members Nelson, Bonilla; and Nimkoff.

Member Cadle received a majority to be elected as Vice-Chairman.

3. Ratify existing contract for Aaron Thalwitzer as VAB Special Counsel.

Ms. Vaupel addressed the Board.

Motion/Second: Members Cadle / Nimkoff

AYE (voice vote): All present members

Action: The Board ratified the existing contract for Aaron Thalwitzer as VAB Special Counsel.

4. Introduce and provide contact information of VAB Members, Comptroller Clerk of the VAB and/or Clerk Designee.

BCC Member:

Bryan Nelson

Phone: 407-836-5850

Email: bryan.nelson@ocfl.net

BCC Member:

Emily Bonilla

Phone: 407-462-3231

407-836-7405

Email: emily.bonilla@ocfl.net
District5@ocfl.net

School Board Member:

Joie Cadle

Phone: 407-317-3236

Email: joie.cadle@ocps.net

School Board Citizen Member:

Lou Nimkoff

Phone: 407-405-3368

Email: lou.nimkoff@gmail.com

School Board Alternate Citizen Member:

Heather Traynham

Phone: 407-340-1138

Email: heather.traynham@lightbulbpr.com

VAB Attorney:

Phone: 321-255-2332

Aaron Thalwitzer

Email: aaron@uslegalteam.com

Comptroller Deputy Clerk of the VAB:

Katie Smith

Phone: 407-836-7300

Email: katie.smith@occompt.com

Comptroller Asst. Deputy Clerk of the VAB:

Jessica Vaupel

Phone: 407-836-7300

Email: jessica.vaupel@occompt.com

VAB Coordinator:
Anissa Mercado
Phone: 407-836-5447
Email: anissa.mercado@occompt.com

VAB Specialist:
Keondra Lofton
Phone: 407-836-5447
Email: Keondra.lofton@occompt.com

Ms. Vaupel addressed the Board to clarify Special Counsel's Memorandum dated May 15, 2017 in regards to Board Member Qualifications; and further, stated that Robert Caldwell serves as the Alternate BCC Citizen Member and Heather Traynham as the Alternate School Board Citizen Member.

Action: None

5. Public Comment

No one addressed the Board for public comment.

6. Provide tentative schedule of the 2017 Value Adjustment Board.

Ms. Vaupel addressed the Board. Board discussion ensued.

Action: None

7. Approve the April 4, 2017, Final Meeting Minutes of the 2016 VAB.

Motion/Second: Members Nimkoff / Bonilla

AYE (voice vote): All present members

Action: The Board approved the April 4, 2017 Final Meeting Minutes of the 2016 VAB.

8. Approve Resolution adopting filing fees for the 2017 tax cycle.

Ms. Vaupel addressed the Board. Board discussion ensued.

Motion/Second: Members Bonilla / Nimkoff

AYE (voice vote): All present members

Action: The Board approved the Resolution adopting filing fees for the 2017 tax cycle.

9. Ratify existing Special Magistrate fees; and further, approve existing guaranteed minimum hours for Special Magistrates.

Member Traynham joined the meeting.

Ms. Vaupel and Ms. Smith addressed the Board. Board discussion ensued.

Motion/Second: Members Cadle / Nimkoff

AYE (voice vote): All present members

Action: The Board ratified Special Magistrates' fees at the rate of \$125 per hour; and further, approved guaranteed minimum hours for Special Magistrates.

10. Approve the VAB budget for the 2017 tax cycle.

Ms. Vaupel addressed the Board. Board discussion ensued.

Motion/Second: Members Nimkoff / Traynham

AYE (voice vote): All present members

Action: The Board approved the VAB budget for the 2017 tax cycle.

11. Approve authorization of expenditures as follows:

- a. Employment of temporary administrative assistants not to exceed \$24,600 with authorization to pay for background checks and drug testing
- b. Axia software licensing and support not to exceed \$19,000
- c. Office supply purchases not to exceed \$500
- d. Advertising fees not to exceed \$2,000
- e. Bank charges (for online petitions) not to exceed \$1,000

Motion/Second: Members Nimkoff / Bonilla

AYE (voice vote): All present members

Action: The Board authorized employment of temporary administrative assistants not to exceed \$24,600, with authorization to pay for background checks and drug testing; further, authorized expenditure not to exceed \$19,000 for Axia software licensing and support; further, authorized office supply purchases not to exceed \$500; further, authorized advertising fees not to exceed \$2,000; and further, authorized expenditure for bank charges (for online petitions) not to exceed \$1,000.

12. Adopt local administrative procedures and forms.

In compliance with requirements for Value Adjustment Boards in administrative reviews, rule 12D-9.013, F.A.C., Ms. Vaupel advised the Board that the following materials were available to the public, special magistrates if present today, and Board members: Chapter 12D-9, F.A.C.; 12D-10, F.A.C.; Florida's Government in the Sunshine manual; and further, Chapters 12D-51.001, 12D-51.002, and 12D-51.003, F.A.C. and Chapters 192 through 195, Florida Statutes. Ms. Vaupel further noted the materials were available on the Comptroller's VAB webpage.

Board discussion ensued.

Motion/Second: Members Traynham / Nimkoff

AYE (voice vote): All present members

Action: The Board adopted local administrative procedures and forms, including the revised Frequently Asked Questions (FAQs) as presented.

13. Appoint three (3) attorney applicants to serve as Special Magistrate for exemption/classifications hearings.

Motion/Second: Members Bonilla / Cadle

AYE (voice vote): All present members

Action: The Board appointed Counselors Karen Wonsetler, Elizabeth Baker Young, and Thomas Tukdarian to serve as exemption/classification Special Magistrate.

14. Appoint two (2) applicants to serve as Special Magistrate for tangible personal property valuation hearings; and further, appoint one (1) applicant to serve as alternate.

Motion/Second: Members Bonilla / Traynham

AYE (voice vote): All present members

Action: The Board appointed Robert Sutte and Edward Weinert to serve as tangible personal property Special Magistrate; and further, appointed Pamela Andrea to serve as alternate tangible personal property Special Magistrate.

15. Appoint seven (7) applicants to serve as Special Magistrate for real property valuation hearings.

Member Nimkoff and Ms. Smith addressed the Board. Discussion ensued.

Motion/Second: Members Bonilla / Cadle

AYE (voice vote): All present members

Abstain: Member Nimkoff

Action: The Board appointed Edwin Barfield, Edgar Fleri, Kelly Johnson, Terrie Peltier, Thomas Riddle, Richard Steeves, and David Taylor, to serve as Special Magistrate for real property valuation hearings.

Ms. Vaupel addressed the Board to clarify applicants Kelly Johnson and Terrie Peltier would conduct hearings for residential 1-4 unit hearings only.

16. Discussion regarding Florida's property tax system.

Mr. Thalwitzer addressed the Board.

Action: None

17. Discussion regarding accepting Special Magistrate recommendations without further hearings, as provided by Section 194.035, Florida Statutes, with the possibility of Decision Meetings prior to the Final Meeting of the 2017 VAB.

Mr. Thalwitzer and Ms. Smith addressed the Board. Discussion ensued.

Motion/Second: Members Bonilla / Traynham

AYE (voice vote): All present members

Action: The Board approved acceptance of Special Magistrate recommendations without further hearings, as provided by Section 194.035, Florida Statutes.

18. Update regarding legislation and VAB impact.

Mr. Thalwitzer addressed the Board.

Action: None

- MEETING ADJOURNED, 1:31 p.m.

There being no further business to conduct, VAB Chairman Nelson adjourned the meeting.

ATTEST:

Phil Diamond

County Comptroller as Clerk of the VAB

VAB Chairman

Date

Katie Smith

Deputy Clerk of the VAB

Date