

VALUE ADJUSTMENT BOARD OF BRADFORD COUNTY, FLORIDA

August 27, 2024

9:30 A.M.

Bradford County Courthouse

945 North Temple Avenue

Starke, Florida 32091

MEETING MINUTES

PRESENT: County Commissioner Kenny Thompson, District 2
County Commissioner Danny Riddick, District 4
School Board Member Sheila Cummings, District 1
Citizen Member/Homestead Property Owner, Matthew Carlton

NOT PRESENT: Citizen Member/Commercial Business Owner, Mike Prescott

ALSO PRESENT: VAB Clerk Rachel Rhoden; VAB Attorney Paul Sanders; Property Appraiser Kenny Clark; Deputy Property Appraiser Shelly Bowen; and Property Appraiser Staff Kimberly Duncan.

1. **CALL TO ORDER** – Chairman Riddick called the meeting to order at 9:30 a.m.
2. **CONSIDER APPROVAL OF AGREEMENT FOR LEGAL SERVICES WITH PAUL SANDERS, P.A. (HOURLY RATE \$175 PER HOUR – NO INCREASE FROM LAST YEAR) – VAB CLERK RACHEL RHODEN.**

Ms. Rhoden presented the agreement for consideration.

It was MOVED by Kenny Thompson and SECONDED by Matthew Carlton to approve the agreement as presented.

Motion Carries 4-0

3. BOARD ORGANIZATION – VAB CLERK RACHEL RHODEN

a) NOMINATIONS FOR CHAIRMAN

Ms. Rhoden called for nominations for the 2024 VAB Chairman.

Nomination for Danny Riddick made by Matthew Carlton and seconded by Sheila Cummings.

Nomination Carries 4-0

b) NOMINATIONS FOR VICE-CHAIRMAN

Ms. Rhoden called for nominations for the 2024 VAB Vice-Chairman.

Nomination for Kenny Thompson made by Matthews Carlton and seconded by Sheila Cummings.

Nomination Carries 4-0

4. INTRODUCTION OF BOARD MEMBERS – VAB CLERK RACHEL RHODEN (contact information available to the public and included in packet. If no public is present, may skip this item.)

a) VAB MEMBERS:

- i. COUNTY COMMISSIONER KENNY THOMPSON, DISTRICT 2**
- ii. COUNTY COMMISSIONER DANNY RIDDICK, DISTRICT 4**
- iii. SCHOOL BOARD MEMBER SHEILA CUMMINGS, DISTRICT 1**
- iv. CITIZEN MEMBER/COMMERCIAL BUSINESS OWNER MIKE PRESCOTT**
- v. CITIZEN MEMBER/HOMESTEAD PROPERTY OWNER MATTHEW CARLTON**

b) VAB ALTERNATE MEMBERS:

- i. SCHOOL BOARD MEMBER GAYLE NICULA, DISTRICT 2**
- ii. COMMISSIONER CAROLYN SPOONER, DISTRICT 1**

There being no public present, no introduction was necessary.

5. INTRODUCTION OF VAB CLERK DESIGNEE – BOARD CHAIRMAN. (Contact information available to the public and included in packet. If no public is present, may skip this item.)

a) RACHEL RHODEN, CHIEF DEPUTY CLERK

There being no public present, no introduction was necessary.

6. ANNOUNCE AVAILABILITY OF DEPARTMENT RULES AND RELATED DOCUMENTATION – VAB CLERK RACHEL RHODEN (IF NO PUBLIC PRESENT, MAY SKIP THIS ITEM. INFORMATION IS ON WEBSITE: WWW.BRADFORDCOUNTYFL.GOV/VAB).

There being no public present, no announcement was necessary.

7. CONSIDER ADOPTION OF RESOLUTION RATIFYING \$15.00 FILING FEE – VAB CLERK RACHEL RHODEN.

Ms. Rhoden presented the resolution for consideration.

It was MOVED by Kenny Thompson and SECONDED by Danny Riddick to adopt the resolution as presented ratifying the \$15.00 filing fee.

Motion Carries 4-0

8. AUTHORIZE THE CHAIRMAN TO EXECUTE THE FOLLOWING FORMS ON BEHALF OF THE VAB IN ORDER TO FULFILL PROCEDURAL REQUIREMENTS – VAB LEGAL COUNSEL.

- a) **FINAL DECISIONS OF THE VAB TO INCLUDE FINDINGS OF FACTS AND CONCLUSIONS OF LAW (DR 485V AND DR-485XC).**
- b) **CERTIFICATIONS OF THE VAB (DR 488P AND DR 488).**

Mr. Sanders recommended that the board authorize the chairman to execute forms on behalf of the board. This precludes the board from having to meet as a body to approve the final decisions and certifications.

It was MOVED by Matthew Carlton and SECONDED by Kenny Thompson to authorize the chairman to execute the final decisions and certifications on behalf of the VAB.

Motion Carries 4-0

9. GOOD CAUSE DETERMINATIONS FOR REQUEST FOR HEARING RESCHEDULES – VAB LEGAL COUNSEL.

- a) **RESCHEDULE FOR GOOD CAUSE – APPOINT DESIGNEE FOR GOOD CAUSE DETERMINATION.**

Mr. Sanders recommended that the VAB designate him in conjunction with the VAB clerk to make good cause determinations.

It was MOVED by Matthew Carlton and SECONDED by Sheila Cummings to designate VAB legal counsel, in conjunction with the VAB clerk, to make “good cause” determinations.

Motion Carries 4-0

10. DISCUSSION GENERAL INFORMATION – VAB LEGAL COUNSEL

Mr. Sanders briefly reviewed general information from the Uniform Policies and Procedures Manual for the VAB.

11. PROPERTY APPRAISER COMMENTS – KENNY CLARK

Mr. Clark gave a brief explanation on the grounds a landowner may file a petition, as well as the steps his office takes to reply to petitions that are filed.

12. ANNOUNCE TENTATIVE SCHEDULE – VAB CLERK RACHEL RHODEN

Ms. Rhoden announced the following:

- a. Petitions filed as of August 27, 2024 is zero (0).
- b. Deadline to file petitions - September 9, 2024.
- c. Evidence deadline – September 25, 2024 before the close of business at 5:00 p.m.
- d. VAB hearing – October 10, 2024 at 9:30 a.m. inside the county commission meeting room.
- e. Tentative reschedule for good cause – November 7, 2024 at 9:30 a.m. inside the county commission meeting room.
- f. VAB must continue in session until all petitions are heard.


13. PUBLIC COMMENTS: None.

14. OTHER BUSINESS:

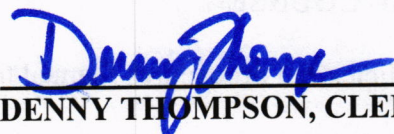
15. RECESS UNTIL OCTOBER 10, 2024 AT 9:30 A.M.

There being no further business, the meeting was recessed at 10:07 a.m. The board will reconvene on October 10, 2024 at 9:30 a.m.

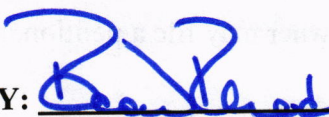
**VALUE ADJUSTMENT BOARD
BRADFORD COUNTY, FLORIDA**



DANNY RIDDICK, CHAIRMAN

ATTEST: 

DENNY THOMPSON, CLERK OF THE COURTS

MINUTES PREPARED BY: 

RACHEL RHODEN, VAB CLERK

Meeting minutes approved on November 7, 2024