



Agenda Item Summary

File ID: 24-0777

B&C-1

Meeting Date: 7/9/2024

PLACEMENT: Board and Committee Appointments

TITLE:

VALUE ADJUSTMENT BOARD APPOINTMENTS

EXECUTIVE SUMMARY:

After solicitation of applicants, the Board is asked to make the necessary citizen appointment to the Value Adjustment Board, appoint two Commissioners to be the primary members, appoint at least two Commissioners to be the alternate members, and appoint one of the primary Commission members to be the Chair of the Value Adjustment Board.

DEPARTMENT: Administration

PREPARED BY: **Name:** Donna Gordon

Title: Administrative Services Program Coordinator

REQUESTED BY: Clerk of the Circuit Court & Comptroller

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

The Value Adjustment Board was created pursuant to Florida Statute 194.015. The Board consists of two members of the governing body of the county as elected from the membership of the board of said governing body, one of whom shall be elected chairperson, and one member of the school board as elected from the membership of the school board, and two citizen members - one of whom shall be appointed by the governing body of the county and must own homestead property within the county and one of whom must be appointed by the school board and must own a business occupying commercial space located within the school district. A citizen member may not be a member or an employee of any taxing authority and may not be a person who represents property owners in any administrative or judicial review of property taxes.

The Administration Staff advised Diane Castellucci that her term has expired with the ending of the 2023 Value Adjustment Board functions. Mrs. Castellucci was provided an application to complete and return if she wished to be re-considered for the position.

An Information Release soliciting applicants was emailed via Constant Contact to the Outreach Martin and Local Media email lists which includes local Chambers of Commerce, local businesses, local media, and citizens. The Information Release was also posted to the County's web page under

News.

The Board is asked to appoint one individual to the Value Adjustment Board for a term to begin immediately and end when the 2024 Value Adjustment Board completes their functions.

The Administration Staff will advise Ms. Castellucci of the Commission's decision which will include Sunshine Law information.

ISSUES:

The Board is asked to re-appoint Ms. Diane Castellucci to the Value Adjustment Board for a term to begin immediately and end when the 2024 Value Adjustment Board completes their functions.

Chair of the Value Adjustment Board

According to Stephen J. Keller's letter dated May 14, 2024 (attached), Florida Statute 194.015 - The Value Adjustment Board is composed of two members of the county's governing body, one of whom is elected as the Chairperson. Therefore, staff requests the Board appoint two members to the Value Adjustment Board, appoint one of the two to be the Chair, and appoint at least two Commissioners to be the alternates.

This has always been done at the November reorganization meeting, but due to the Value Adjustment Board's organizational meeting being held in August/September, staff requests the Board appoint the Value Adjustment Board Commissioners and Chair today.

The current members and alternates as of the December 5, 2023 reorganization meeting:

Commissioner Smith and Commissioner Heard are the primary members

Commissioner Hetherington, Commissioner Jenkins, and Commissioner Ciampi are the alternates.

LEGAL SUFFICIENCY REVIEW:

To the extent this item contains legal issues; it has been reviewed for legal sufficiency, though it is primarily a matter of Board policy.

RECOMMENDED ACTION:

RECOMMENDATION

Move that the Board re-appoint Diane Castellucci to the Value Adjustment Board for a term to begin immediately and end when the 2024 Value Adjustment Board completes their functions and authorize the Chairman to sign the Resolution of Appointment.

Move that the Board appoint two Commissioners and at least two alternates to the Value Adjustment Board and appoint a Commissioner as Chair of the Value Adjustment Board.

ALTERNATIVE RECOMMENDATIONS

Direct staff accordingly.

FISCAL IMPACT:

RECOMMENDATION

None

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment ☐ Chair Letter ☐ Contract / Agreement
☐ Grant / Application ☐ Notice ☐ Ordinance ☒ Resolution
☐ Other:

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