



**BOARD OF COUNTY COMMISSIONERS  
CLAY COUNTY  
COUNTY ATTORNEY'S OFFICE**

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July 24, 2007

Honorable David L. Owens  
Superintendent of Schools  
Clay County School District  
900 Walnut Street  
Green Cove Springs, FL 32043

Re: Selection of School Board members for the 2007 Value Adjustment Board

Dear Mr. *Dave* Owens.

It is time to select members to serve on the Value Adjustment Board (VAB) for 2007. At its meeting on August 14, 2007, I intend to request that the Board of County Commissioners select three of its members to serve on the VAB. Please notify the Clay County School Board (the CCSB) that, pursuant to Section 194.015, Florida Statutes, it must select two of its members to serve on the VAB.

County staff is in the process of soliciting qualified special masters. Last year the VAB met two times which is what is anticipated again for this year. It will be necessary for the VAB to meet in September to review applications received from special masters and choose the special masters. It is anticipated that the VAB would then meet again in December or January to review the special master findings.

Please inform me of the CCSB's selections at your earliest convenience. Please advise if you have any questions.

Very truly yours,

Frances J. Moss  
Chief Assistant County Attorney

FJM/dpr

cc: Honorable Wayne G. Weeks, CFA, Property Appraiser  
Brenda Johns, Recording Clerk to the VAB