

June 14, 1960

The Board of County Commissioners of Manatee County, Florida, met in SPECIAL SESSION in the Court House in Bradenton, Florida, Tuesday, June 14th, 1960 at 9:30 a.m.

Present were Commissioners John G. Jones, H. C. Slaughter, Irwin Klemmer, Elmer Bustle and Tom W. Jennings and Deputy Clerk Bruce M. Cox, Warren Hunnicutt, Jr., James A. Howze, Tax Assessor, and Nominees for the office of Tax Assessor, Hiram Strickland (Dem.) and Joseph Hoffman (Rep.).

The meeting was called to order by Chairman Slaughter, who advised that this meeting was called for the purpose of consulting with the Nominees for the office of Tax Assessor, Democratic and Republican, and Mr. Warren Hunnicutt, Jr., of St. Petersburg, pursuant to a program that the Board of County Commissioners initiated last July.

He explained that \$25,000.00 had been included in the budget for the preparation of maps, which is the first step toward the extensive re-valuation program, or re-appraisal program, for Manatee County. Since that time some things have come to the attention of the Board that have made it advisable to determine whether or not the Nominees of the two parties would be receptive to the program at this time; that it has to be a joint program, with full cooperation of the Board of County Commissioners and the Tax Assessor as the Board is faced with the problem of making a substantial expenditure of taxpayers' funds to carry on the program and, too, being advised by Mr. Hunnicutt that the program will not cost so much if we have the full cooperation of the Tax Assessor; that if the program is initiated now (re-appraisal), with the understanding it will be with full cooperation of the Tax Assessor taking office in January, it will be possible to have the re-valuations ready for the 1961 Tax Roll.

RE APPRAISAL PROGRAM and TAX ASSESSOR'S RECORDS
ACCEPTABLE TO HIRAM STRICKLAND AND JOSEPH HOFFMANN

Upon question directed to each of the nominees, both Mr. Strickland and Mr. Hoffman stated they were in favor of the program, recognizing that something would have to be done toward providing for more tax revenue for Manatee County, also, that the system now in use in the Tax Assessor's office was acceptable and that the Board could be assured their of/full cooperation in continuing the re-appraisal program.

Mr. Hoffman advised that he was already on record as being in favor of countywide re-valuations and would state for the records here that he had been convinced that the system set up by the present tax assessor was excellent and was, therefore, acceptable to him if approved by the appraisers (Hunnicutt) since that firm was one of the best in the field.

Mr. Slaughter stated here that it was necessary for the appraiser to have access to and cooperation, not only the tax assessor, but the employees of that office.

HUNNICUTT & ASSOCIATES, INC.
PROPOSAL FOR REVALUATION OF MANATEE COUNTY

Warren Hunnicutt, Jr., Executive Vice President of HUNNICUTT & ASSOCIATES, INC. stressed the fact that complete and wholehearted cooperation of the Tax Assessor and office personnel and access to all available records was one of the first requisites so far as the entire program is concerned; that the records compiled over the last ten years by Jimmie Howze were excellent and the statistical data exactly the same as if the program had been taken by his firm from the beginning. He told the Board that using the records would save a great of deal of money (to the county), and because of the system already in

June 14, 1960 (Cont'd)

use it would be possible to complete the revaluation for a total cost of \$87,000.00/

Resume of proposal follows:

For a total cost of EIGHTY SEVEN THOUSAND (\$87,000) DOLLARS, the firm of Hunnicutt and Associates, Inc. will conduct a complete revaluation of Manatee County, Florida to be completed in sufficient time for the 1961 Manatee County Tax Roll to be prepared.

In order to complete a revaluation for this price, certain work will be handled by members of our staff, other work to be handled by the County. This work is divided as follows:

What the County will do:

1. Prepare acceptable assessment maps, and do so in a manner that will not hamper or slow the field work of Hunnicutt and Associates, Inc.
2. Keep maps up to date to January 1, 1961.
3. Parcel number each parcel.
4. Compute acreage of each large tract.
5. Furnish Hunnicutt & Associates, Inc. with three sets of maps.
6. Do all land calculations.
7. Pick up buildings constructed after our personnel have completed an area.
8. Do all building calculations.
9. Notify each taxpayer as to their new assessment (if deemed advisable).
10. Do all work in connection with preparation of the tax roll.
11. Furnish all needed property record forms.
12. Furnish work space, furniture, utilities (except telephone).
13. Furnish photographic equipment and supplies necessary for photographing buildings.
14. Furnish aerial photographs.
15. The use of any and all records and information which will be of assistance in the appraisal.
16. Secure permission to use City assessment records when they may be of assistance in the work.

What Hunnicutt and Associates, Inc. will do:

1. Post sales information.
2. Appraise all land (unit foot values to assessment maps.)
3. Appraise buildings (classify and depreciate).
4. Pick up buildings where cards are missing.
5. Make pictures of buildings where missing, except for #7 above.
6. Make income studies.
7. Collect income data.
8. Appraise Business Personal Property (excluding boats, and public utilities).
9. Furnish four (4) manuals.
10. Hold records open for public inspection for a period of not less than three (3) weeks.
11. Have representative at Equalization Board meeting.
12. Defend all appraised values.

When questioned if a figure had been worked out for keeping the records up to date, Mr. Hunnicutt advised that such figure would change every year, but personnel in the Tax Assessor's office would be trained to keep the records current.

June 14, 1960 (Cont)

