

**PASCO COUNTY VALUE ADJUSTMENT BOARD – 2021
ORGANIZATIONAL MEETING**

ANNOTATED AGENDA

JULY 20, 2021

**PREPARED IN THE OFFICE OF
NIKKI ALVAREZ-SOWLES, Esq., CLERK & COMPTROLLER**

**THE MINUTES WERE PREPARED IN AGENDA ORDER
AS PUBLISHED AND NOT IN THE ORDER
IN WHICH THE ITEMS WERE HEARD**

1:00 P.M.

**HISTORIC PASCO COUNTY COURTHOUSE BOARD ROOM 2ND FLOOR
37918 MERIDIAN AVENUE, DADE CITY, FL 33525**

Any person who decides to appeal any decision made by the Value Adjustment Board with respect to any matter considered at the forthcoming meeting, is hereby advised that he or she will need a record of the proceedings, and for such purpose he or she may need to ensure that a verbatim record of the proceedings is made that will include the testimony and evidence upon which such appeal is to be based.

Members:

Honorable Ronald E. Oakley, Chairman
Honorable Jack Mariano - **ABSENT**
Honorable Allen Altman
Mr. Jim McBride, Citizen Representative for the County Commission
Mr. Tim Linville, Citizen Representative for the School Board

Clerk & Comptroller: Honorable Nikki Alvarez-Sowles, Esq.
Represented by: Ms. Debbie Gay, Director of Records

VAB Legal Counsel: Rinky Parwani, Esquire

Call To Order

Chairman Oakley called the meeting to order at 1:00 p.m.

Invocation

Ms. Gay gave the Invocation.

Pledge of Allegiance

Ms. Gay led the Pledge of Allegiance to the flag.

Roll Call

Ms. Gay called the roll. All members were present with the exception of Commissioner Mariano who was absent.

Public Comment

There was none.

VAB Members and Board Clerk - Introduction and Review of Contact Information

- | | |
|---|--|
| 1 | 2021 VAB Members & Contact Information |
| | File Number VAB21-0011 |
| | Recommendation No Action Required |

The item was for information only. No action was required.

VAB Attorney Contract - Appointment/Ratification

- | | |
|---|---|
| 2 | VAB Attorney Contract - Rinky Parwani, Esq. |
| | File Number VAB21-0012 |
| | Recommendation Approve |

The Board approved the item per Staff's recommendation.

Value Adjustment Board Minutes for Approval

- 3 Minutes of March 10, 2021 Value Adjustment Board Hybrid Virtual Final Meeting
File Number VAB21-0013
Recommendation Approve

The Board approved the item per Staff's recommendation.

Analysis of Special Magistrate Applicant Qualifications

- 4 Analysis of Special Magistrate Applicant Qualifications Chart
File Number VAB21-0014
Recommendation No Action Required

The item was for information only. No action was required.

- 5 2021 Special Magistrate Contract and Analysis of Special Magistrate Pay Rate
File Number VAB21-0015
Recommendation No Action Required

The item was for information only. No action was required.

Appointment of Appraiser Special Magistrates

- 6 VAB Staff Information Sheet on Appraisers
File Number VAB21-0016
Recommendation No Action Required

The item was for information only. No action was required.

- 7 2021 Appraiser Special Magistrate Applications
File Number VAB21-0017
Recommendation Approve

The Board approved the item per Staff's recommendation.

Appointment of Attorney Special Magistrates

- 8 VAB Staff Information Sheet on Attorneys
File Number VAB21-0018
Recommendation No Action Required

The item was for information only. No action was required.

- 9 2021 Attorney Special Magistrate Applications
File Number VAB21-0019
Recommendation Approve

The Board approved the item per Staff's recommendation.

Appointment of Tangible Special Magistrates

- 10 VAB Staff Information Sheet on Appraisers
File Number VAB21-0020
Recommendation No Action Required

The item was for information only. No action was required.

- 11 2021 Tangible Special Magistrate Applications
File Number VAB21-0021
Recommendation Approve

The Board approved the item per Staff's recommendation.

Uniform Rules of Procedure & Associated Forms Adopted by the Florida Department of Revenue

- 12 2021 Uniform Policies and Procedures
File Number VAB21-0022
Recommendation No Action Required

The item was for information only. No action was required.

Discussion Regarding Telephonic Special Magistrate Hearings

- 13 Special Magistrate Telephonic Hearings
 File Number VAB21-0023
 Recommendation Approve

The Board approved to allow telephonic hearings.

Adoption of Local Administrative Procedures & Forms

- 14 2021 Pasco County Local Administrative Procedures and Forms
 File Number VAB21-0024
 Recommendation Approve

The Board approved the item per Staff's recommendation.

Adoption of Filing Fee Resolution

- 15 A Resolution Of The Pasco County Value Adjustment Board Establishing
 Filing Fees
 File Number VAB21-0025
 Recommendation Approve

The Board approved the item per Staff's recommendation.

Late Filed Petitions & Rescheduling Good Cause Requests Designee

- 16 2021 Late Filed Petitions Rescheduling Requests Designee
 File Number VAB21-0026
 Recommendation Approve

The Board approved the item per Staff's recommendation.

Tentative VAB Hearing Schedule

- 17 2021 VAB Tentative Schedule
 File Number VAB21-0027
 Recommendation Approve

The Board approved the item per Staff's recommendation.

Discussion Items - Rinky Parwani, VAB Legal Counsel

- 18 Discuss General Information on Florida's Property Tax System, Respective Roles Within the System, Taxpayers Opportunities to Participate in the System, and Property Taxpayers Rights
File Number VAB21-0028
Recommendation No Action Required

The item was for information only. No action was required.

Initial Certification of the Value Adjustment Board - Rinky Parwani, VAB Legal Counsel

- 19 Initial Certification of the Value Adjustment Board
File Number VAB21-0029
Recommendation Approve

The Board approved the item per Staff's recommendation.

Links to Resources on the Internet - Includes Chapter 12D-9, Chapter 12D-10, Chapter 12D-16, DOR Forms, VAB Bulletins, DOR VAB Process Calendar, Government-In-The Sunshine Manual, Recent Attorney General Opinions, F.A.C. Rule Chapter 12D-51.001, 51.002, 51.003, and Chapters 192 through 195, Florida Statutes

- 20 Links to Resources on the Internet
File Number VAB21-0030
Recommendation No Action Required

The item was for information only. No action was required.

Noted on File in Board Records

- 21 2020 Recap of VAB Expenses
 File Number VAB21-0031
 Recommendation No Action Required

The item was for information only. No action was required.

- 22 2020 VAB Information Sheet
 File Number VAB21-0032
 Recommendation No Action Required

The item was for information only. No action was required.

- 23 Correspondence - Erin Simmons - First Pointe Advisors - Dated May 7,
 2021
 File Number VAB21-0033
 Recommendation No Action Required

The item was for information only. No action was required.

Adjourn

The meeting adjourned at 1:24 p.m.

Prepared by: Jessica R Basak, Records Clerk III, Board Records Division