

**PASCO COUNTY VALUE ADJUSTMENT BOARD – 2023
ORGANIZATIONAL MEETING**

ANNOTATED AGENDA

JULY 12, 2023

**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**

2:00 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 - **Absent**
Honorable Seth Weightman, Vice-Chairman
Honorable Cynthia Armstrong
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: Mr. David Williams
Assistant Director of Records and Support Services

VAB Legal Counsel: Rinky Parwani, Esquire

Call To Order

Vice-Chairman Weightman called the meeting to order at 2:00 p.m.

Invocation Pledge of Allegiance

Mr. Williams gave the Invocation and led the Pledge of Allegiance to the Flag.

Roll Call

Mr. Williams called the roll. All members were present with the exception of Chairman Oakley who was absent.

Public Comment

Citizens are given an opportunity to comment on items listed on the Agenda by attending in person. Citizens may also comment on items listed on the Agenda in person inside the Board Room. Attendees are given an opportunity to comment on listed agenda items, as well as non-agenda items during Public Comment.

There was none.

Value Adjustment Board Clerk - Introduction and Review of Contact Information

- 1 2023 VAB Members & Contact Information
 File Number VAB23-0012
 Recommendation No Action Required

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

Value Adjustment Board Attorney Contract - Appointment/Ratification

- 2 VAB Attorney Contract - Rinky Parwani, Esq.
 File Number VAB23-0013
 Recommendation Approve

The Board approved the compensation package and ratified the agreement for Attorney Rinky Parwani for the Value Adjustment Board 2023 at the rates matching Pinellas and Hillsborough of \$275.00 (Non-Litigation) and \$375.00 (Litigation) should we go to court.

Value Adjustment Board Minutes for Approval

- 3 Minutes of March 24, 2023 Value Adjustment Board Final Meeting
 File Number VAB23-0014
 Recommendation Approve

The Board approved the March 24, 2023 Value Adjustment Board Final Meeting Minutes.

Analysis of Special Magistrate Applicant Qualifications

- 4 2023 Analysis of Special Magistrate Applicant Qualifications Chart
 File Number VAB23-0015
 Recommendation No Action Required

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

- 5 2023 Special Magistrate Contract and Analysis of Special Magistrate Pay Rate
 File Number VAB23-0016
 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 & the 2023 Appraiser Special Magistrate Applications
 File Number VAB23-0017
 Recommendation Approve

The Board approved the Magistrates with the exception of Mr. Hamdy Orabi for Agenda items 6, 7, and 8.

Appointment of Attorney Special Magistrates

- 7 VAB Staff Information Sheet on Attorneys & the 2023 Attorney Special Magistrate Applications
 File Number VAB23-0018
 Recommendation Approve

Agenda items 6, 7, and 8 were heard together under item 6.

Appointment of Tangible Special Magistrates

- 8 VAB Staff Information Sheet on Tangible Appraisers & the 2023 Tangible Special Magistrate Applications
 File Number VAB23-0019
 Recommendation Approve

Agenda items 6, 7, and 8 were heard together under item 6.

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

- 9 2023 Uniform Policies and Procedures
 File Number VAB23-0020
 Recommendation No Action Required

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

Discussion Regarding Telephonic Special Magistrate Hearings

- 10 Special Magistrate Telephonic Hearings
 File Number VAB23-0021
 Recommendation Approve

The Board approved to discontinue telephonic hearings.

Adoption of Local Administrative Procedures & Forms

- 11 2023 Pasco County Local Administrative Procedures and Forms
 File Number VAB23-0022
 Recommendation Approve

The Board approved Staff's recommendation.

Adoption of Filing Fee Resolution

- 12 A Resolution Of The Pasco County Value Adjustment Board Establishing
 Filing Fees
 File Number VAB23-0023
 Recommendation Approve

The Board approved Staff's recommendation.

Late Filed Petitions & Rescheduling Good Cause Requests Designee

- 13 2023 Late Filed Petitions Rescheduling Requests Designee
 File Number VAB23-0024
 Recommendation Approve

The Board approved Staff's recommendation.

Tentative Value Adjustment Board Hearing Schedule

- 14 2023 VAB Tentative Schedule
 File Number VAB23-0025
 Recommendation Approve

The Board approved to set the tentative schedule for the 2023 Value Adjustment Board Pasco County for February 2023.

Discussion Items - Rinky Parwani, VAB Legal Counsel

- 15 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 VAB23-0026
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

- 16 2023 Initial Certification of the Value Adjustment Board
File Number VAB23-0027
Recommendation Approve

The Board approved Staff's recommendation.

Links to Resources on the Internet

- 17 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
File Number VAB23-0028
Recommendation No Action Required

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

Noted on File in Board Records

- 18 2022 Recap of VAB Expenses
File Number VAB23-0029
Recommendation No Action Required

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

19 2022 VAB Information Sheet
 File Number VAB23-0030
 Recommendation No Action Required

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

20 Correspondence - Sonia Kendall - Dated 04-14-2023
 File Number VAB23-0031
 Recommendation No Action Required

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

21 Correspondence - Greg Kendall - Dated 04-17-2023
 File Number VAB23-0032
 Recommendation No Action Required

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

Adjourn

The meeting adjourned at 2:28 p.m.

Prepared by: Meaghan Legnini, Deputy Clerk, Records Clerk I, Board Records Division