

**PASCO COUNTY VALUE ADJUSTMENT BOARD
2024 ORGANIZATIONAL MEETING**

ANNOTATED AGENDA

JULY 16, 2024

**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**

10:00 A.M.

**PASCO COUNTY HISTORIC 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 Seth Weightman
Honorable Cynthia Armstrong
Mr. Allen Altman, Citizen Representative for the County Commission
Mr. Tim Linville, Citizen Representative for the School Board

Clerk & Comptroller Honorable Nikki Alvarez-Sowels, Esq.
 Rep. by Ms. Debbie Gay, Deputy Clerk

VAB Legal Counsel Rinky S. Parwani, Esq.

Call To Order

Chairman Oakley called the meeting to order at 10:02 a.m.

Invocation

Pledge of Allegiance

Ms. Gay led the Invocation and Pledge of Allegiance to the Flag.

Roll Call

Ms. Gay called the roll. All members were present.

Chairman Oakley announced he was elected as Chairman and Commissioner Weightman as Vice-Chairman at the last meeting.

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.

Chairman Oakley read the procedures to be followed and called for public comment.

There was none.

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

1	2024 VAB Members & Contact Information
	File Number VAB24-0011
	Recommendation No Action Required

The item was for information only.

VAB Attorney Contract - Appointment/Ratification

- 2 VAB Attorney Contract - Rinky Parwani, Esq.
 File Number VAB24-0012
 Recommendation Approve

Approved to reaffirm and ratify the agreement with Attorney Rinky Parwani.

Value Adjustment Board Minutes for Approval

- 3 Minutes of February 16, 2024 Value Adjustment Board Final Meeting
 File Number VAB24-0013
 Recommendation Approve

Approved the February 16, 2024 Value Adjustment Board Final Meeting minutes.

Analysis of Special Magistrate Applicant Qualifications

- 4 2024 Analysis of Special Magistrate Applicant Qualifications Chart
 File Number VAB24-0014
 Recommendation No Action Required

The item was for information only.

- 5 2024 Special Magistrate Contract
 File Number VAB24-0015
 Recommendation No Action Required

The item was for information only.

Appointment of Appraiser Special Magistrates

- 6 VAB Staff Information Sheet on Appraisers & the 2024 Appraiser Special
 Magistrate Applications
 File Number VAB24-0016
 Recommendation Approve

Approved the VAB Staff Information Sheet on Appraisers and the 2024 Appraiser Special Magistrate Applications.

Appointment of Attorney Special Magistrates

- 7 VAB Staff Information Sheet on Attorneys & the 2024 Attorney Special Magistrate Applications
 File Number VAB24-0017
 Recommendation Approve

Approved the VAB Staff Information Sheet on Attorneys and the 2024 Attorney Special Magistrate Applications.

Appointment of Tangible Special Magistrates

- 8 VAB Staff Information Sheet on Tangible Appraisers & the 2024 Tangible Special Magistrate Applications
 File Number VAB24-0018
 Recommendation Approve

Approved the VAB Staff Information Sheet on Tangible Appraisers and the 2024 Tangible Special Magistrate Applications.

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

- 9 2024 Uniform Policies and Procedures
 File Number VAB24-0019
 Recommendation No Action Required

The item was for information only.

Adoption of Local Administrative Procedures & Forms

- 10 2024 Pasco County Local Administrative Procedures and Forms
 File Number VAB24-0020
 Recommendation Approve

Approved the 2024 Pasco County Local Administrative Procedures and Forms.

Adoption of Filing Fee Resolution

- 11 A Resolution of The Pasco County Value Adjustment Board Establishing Filing Fees
 File Number VAB24-0021
 Recommendation Approve

Approved the Resolution of The Pasco County Value Adjustment Board Establishing Filing Fees.

Late Filed Petitions & Rescheduling Good Cause Requests Designee

- 12 2024 Late Filed Petitions Rescheduling Requests Designee
 File Number VAB24-0022
 Recommendation Approve

Approved Staff's recommendation.

Tentative VAB Hearing Schedule

- 13 2024 VAB Tentative Schedule
 File Number VAB24-0023
 Recommendation Approve

Approved the 2024 Tentative Schedule.

Discussion Items - Rinky Parwani, VAB Legal Counsel

- 14 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 VAB24-0024
 Recommendation No Action Required

The item was for information only.

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

- 15 2024 Initial Certification of the Value Adjustment Board
File Number VAB24-0025
Recommendation Approve

Approved the Initial Certification of the Value Adjustment Board.

Links to Resources on the Internet

- 16 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 VAB24-0026
Recommendation No Action Required

The item was for information only.

Noted on File in Board Records

- 17 2023 Recap of VAB Expenses
File Number VAB24-0027
Recommendation No Action Required

The item was for information only.

- 18 2023 VAB Information Sheet
File Number VAB24-0028
Recommendation No Action Required

The item was for information only.

- 19 Email Correspondence - Robby McCabe - Dated April 1, 2024
File Number VAB24-0029
Recommendation No Action Required

The item was for information only.

20 Email Correspondence - AV-1315 Investments Group LLC – David
 Copperfield - Dated April 15, 2024
 File Number VAB24-0030
 Recommendation No Action Required

The item was for information only.

Adjourn

The meeting adjourned at 10:13 a.m.

Prepared by: Kayla Zine, Deputy Clerk, Records Clerk III, Board Records Division