

AGENDA

HERNANDO COUNTY VALUE ADJUSTMENT BOARD

ORGANIZATIONAL MEETING

AUGUST 4, 2010

Time Schedule:

3:00 P.M.

A. CALL TO ORDER (Yvonne Yegge)

1. Introductions
2. Member and Clerk Contact Information

B. SELECTION OF CHAIR (Commissioner) and VICE CHAIR

C. LEGAL COUNSEL

1. Review of Proposals
2. Appointment
3. Review and Approval of Proposed Contract

D. SPECIAL MAGISTRATES

1. Review of Proposals
2. Appointments
 - a. Special Magistrate and an alternate - Tangible Personal Property Petitions
 - b. Special Magistrate and an alternate - Real Property Valuation Petitions
 - c. Special Magistrate and an alternate - Exemption and Classification Petitions
3. Review and Approval of Proposed Contract(s) and Authorize Chair's Signature
4. Authorization to Conduct Electronic Hearings Upon Request, Florida Administrative Code 12D-9.026 (**Judy Korbus**)
5. List of Tentative Special Magistrate Petition Hearing Dates
6. Hearing Information Sheet (**Judy Korbus**)

E. AUTHORIZE CONSIDERATION AND ADOPTION OF SPECIAL MAGISTRATE RECOMMENDED DECISIONS (Yvonne Yegge)

1. Authorize Consideration and Adoption of Special Magistrate Recommended Decisions pursuant to Florida Statutes 194.035(1) and Florida Administrative Code 12D-9.031(2)

F. RESOLUTION IMPLEMENTING PETITION FILING FEE (Judy Korbus)

1. Adoption of Proposed Resolution Implementing Petition Filing Fee

G. LEGAL ISSUES (Yvonne Yegge)

1. Florida Administrative Code 12D-9 and 12D-10, Requirements for Value Adjustment Boards in Administrative Reviews, Uniform Rules of Procedure for Hearings; and Value Adjustment Boards
2. Florida Administrative Code 12D9.013(1)(i), Respective Roles, Taxpayer Opportunities to Participate and Property Taxpayer Rights
3. Florida Administrative Code 12D9.032(6)(a), Communications Regarding Board Process on Petition or Recommended Decision
4. Florida Administrative Code 12D-51.001, 12D-51.002 and 12D-51.003 and Florida Statutes 192 through 195, Guidelines and Statutes Applicable to Assessments and Assessment Administration
5. Florida Government in the Sunshine Law – www.myfloridalegal.com or www.myflsunshine.com

H. LOCAL ADMINISTRATIVE PROCEDURES (Judy Korbus)

1. Ratification of the following:
Petition Filing Instructions
Petition Information Sheet
Exchange of Evidence Form
Evidence Log
Reschedule Request Form

I. TENTATIVE SCHEDULE OF VALUE ADJUSTMENT BOARD (Judy Korbus)

1. Final meeting – First Quarter of 2011

J. OTHER BUSINESS

K. ADJOURNMENT