

CALHOUN COUNTY VALUE ADJUSTMENT BOARD (VAB)
ORGANIZATIONAL MEETING
CALHOUN COUNTY
OCTOBER 12, 2022
8:30 A.M.

AGENDA

1. Welcome – Clerk of the Court and County Comptroller
2. Convene as the Calhoun County Value Adjustment Board for 2022 and call the meeting to order.
3. Appoint Legal Council (VAB attorney – Martha Eskuchen)
 - a. VAB attorney – Martha Eskuchen
4. Elect Chairman and Vice-Chairman (Pursuant to 194.015, F.S., the Chairman shall be a BCC member.)
5. Introduce every VAB member and VAB Clerk staff and provide their contact information {name, email address, mailing address and phone number}. Attorney Eskuchen surveys the VAB members for F.S. 194.015 compliance.
6. Announce the Calhoun County Clerk's Website (www.calhounclerk.com) and the availability of the documents:
 - a. Rule Chapter 12D-9, F.A.C. (Requirements for Value Adjustment Boards in Administrative Reviews; Uniform Rules of Procedure for Hearings Before Value Adjustment Boards).
 - b. Rule Chapter 12D-10, F.A.C. (Value Adjustment Board).
 - c. All "Guidelines" documents adopted by Rule Chapter 12D-51, F.A.C. (Standard Assessment Procedures and Standard Measures of Value Guidelines).
 - d. Requirements of Florida's Government in the Sunshine and open government laws and where to find the manual on Government in the Sunshine.
 - e. Chapters 192, 193, 194 and 195 of the Florida Statutes

Note that these rules and forms are available to the public on the Florida Department of Revenue VAB website. <https://floridarevenue.com/property/Pages/VAB.aspx>

7. Resolution 2022-01- Resolution to impose petition filing fee of \$15.
8. VAB Attorney – Contract execution
9. Discuss general information on:
 - a. VAB attorney – Martha Eskuchen

- Florida's property tax system
- Roles of participants in this system
- How taxpayers can participate in this system
- Property taxpayer rights

10. Announce VAB hearing schedule – Hearings are scheduled for October 12, 2022, beginning at 9:00 a.m. (1 petitions has been received)