

# PUBLIC HEARING AGENDA

## Florida Department of Revenue

### Property Tax Oversight

October 13, 2016, 10:00 a.m., until all items are discussed  
 Building 2, Room 1220, Capital Circle Office Complex  
 2450 Shumard Oak Blvd., Tallahassee, FL

This meeting is open to the public

### Agenda Topics—Thursday, October 13, 2016

CALL TO ORDER, OPENING REMARKS, MEETING PROCEDURES	Moderator	5 minutes
NEW BUSINESS: Discussion of the following proposed new and amended forms (2016 Legislative changes only): <ul style="list-style-type: none"> <li>• 12D-16.002, Index to Forms             <ul style="list-style-type: none"> <li><b>Form DR-481</b> - Value Adjustment Board - Notice of Hearing</li> <li><b>Form DR-485V</b> – Decision of the Value Adjustment Board – Value Petition</li> <li><b>Form DR-485WCN</b> – Value Adjustment Board - Clerk’s Notice</li> <li><b>Form DR-485WI</b> – Value Adjustment Board – Withdrawal of Petition</li> <li><b>Form DR-485XC</b> – Decision of the Value Adjustment Board - Exemption, Classification, Assessment Difference Transfer, Change of Ownership or Control, or Qualifying Improvement Petition</li> <li><b>Form DR-486</b> – Petition to Value Adjustment Board – Request for Hearing</li> <li><b>Form DR-486DP</b> – Petition to the Value Adjustment Board – Tax Deferral or Penalties – Request for Hearing</li> <li><b>Form DR-486PORT</b> – Petition to the Value Adjustment Board – Transfer of Homestead Assessment Difference -Request for Hearing</li> <li><b>Form DR-486A</b> – Written Authorization for Representation Before the Value Adjustment Board</li> <li><b>Form DR-486POA</b> – Power of Attorney for Representation Before the Value Adjustment Board</li> </ul> </li> </ul>	All Parties	Not limited
CLOSING COMMENTS	Moderator	5 minutes

Handouts: Hearing agenda, draft forms as posted on the department’s website at:  
<http://dor.myflorida.com/dor/property/legislation/rules/>

To register for this meeting (if not attending in person) go to the following link:

<https://attendee.gotowebinar.com/register/8765696301231934209>

# WHAT TO EXPECT IF YOU PARTICIPATE

## Instructions for Joining

You can join this meeting by:

- Attending in person or;
- Using your computer for a Webinar broadcast (a “virtual meeting”).
  - To attend the virtual meetings, you must register on the Internet before the meeting. Register with the following link before the meeting:  
  
<https://attendee.gotowebinar.com/register/8765696301231934209>
  - Enter your name, contact information and click Register at the bottom of the screen.
  - Once you register, a link with instructions to attend the meeting will be sent to the e-mail address you provided. Your registration ID link is unique to your e-mail.
  - **IMPORTANT:** Save this e-mail electronically – the link is complex – if you save the e-mail you can just open it and click on the link on the day of the meeting.
  - To register additional persons, complete a separate registration at the link above.
- Attendees using Webinar broadcast have 3 options:
  1. Telephone with AUDIO PIN – allows you to speak at the meeting. (All calls are muted. If you wish to ask a question or make a comment, email your request to [DORPTO@dor.state.fl.us](mailto:DORPTO@dor.state.fl.us) and wait your turn to speak.)
  2. Telephone with NO AUDIO PIN – Listen Only. Email your questions or comments to [DORPTO@dor.state.fl.us](mailto:DORPTO@dor.state.fl.us). In the Subject line, use “June 21 Public Workshop.” All emails will be read aloud and entered into the transcript.
  3. Computer with mic and speakers allows you to speak at the meeting. Raise your hand using the Webinar Control and wait your turn.

## What Happens During the Meeting?

The meeting will be recorded and a court reporter will be in attendance for creation of an official transcript. The transcript will be posted to our web site and available approximately fifteen days after the conclusion of the meeting.

After you join the session:

- You will hear the meeting moderator:
  - Welcome everyone;
  - Explain the purpose of the meeting; and,
  - Have Department staff that is present introduce themselves.
- Then, the meeting moderator will ask for public comments and questions for each agenda item – after an item is announced, everyone has an opportunity to share comments or questions on it;
- After finishing the agenda, the moderator will:
  - Establish a time period for the submission of additional comments and questions; and,
  - Explain how to submit comments and questions.
  - End the meeting when the agenda is completed and all comments are heard.

### **For Technical Support:**

If you have problems accessing the registration, contact Mike Cotton by email at [CottonM@dor.state.fl.us](mailto:CottonM@dor.state.fl.us) or by phone at 850-617-8870.