

# PTO PUBLIC MEETING AGENDA

November 20, 2024, 10:00 am, EST  
Building 2, Room 1220, Capital Circle Office Complex  
2450 Shumard Oak Blvd., Tallahassee, FL

This meeting is open to the public.

CALL TO ORDER, OPENING REMARKS, MEETING PROCEDURES	Moderator
<p>Presentation of the following proposed amended items:</p> <ul style="list-style-type: none"><li>• Draft <i>Coded</i> Florida Real Property Appraisal Guidelines<ul style="list-style-type: none"><li>○ Section 1.0 (Introduction)</li><li>○ Section 2.0 (Foundations Of Mass Appraisal In Florida)</li><li>○ Section 3.0 (Important Definitions And Concepts)</li><li>○ Section 4.0 (The Mass Appraisal Process In Florida)</li><li>○ Section 5.0 (Defining The Mass Appraisal Process)</li><li>○ Section 6.0 (Collecting And Managing Mass Appraisal Data)</li><li>○ Section 7.0 (Geographic Stratification For Mass Appraisal)</li><li>○ Section 8.0 (Exploratory Analysis Of Mass Appraisal Data)</li><li>○ Section 9.0 (Consideration Of Highest And Best Use)</li><li>○ Section 10.0 (Valuation Planning)</li><li>○ Section 11.0 (Consideration Of Valuation Approaches)</li><li>○ Section 12.0 (Land Valuation)</li><li>○ Section 13.0 (The Cost Less Depreciation Approach)</li><li>○ Section 14.0 (The Sales Comparison Approach)</li><li>○ Section 15.0 (The Income Capitalization Approach)</li><li>○ Section 16.0 (Quality Assurance For Florida Mass Appraisal)</li><li>○ Addendum</li></ul></li><li>•</li></ul>	<p>DOR Staff</p> <p>All Interested Parties can provide comments on each item as presented</p>
CLOSING COMMENTS	Moderator

Handouts: The meeting agenda and Coded Real Property Appraisal Guidelines draft are on the Department's website at <https://floridarevenue.com/opengovt/Pages/meetings.aspx>.

Interested parties can submit comments and questions regarding this meeting to [DORPTO@floridarevenue.com](mailto:DORPTO@floridarevenue.com).

## Instructions for Participating in the Property Tax Oversight Meeting

You can join this meeting by

- Attending in person or
- Using your computer for a Webinar broadcast (“virtual meeting”).
  - To attend the virtual meeting, you must register on the Internet before the meeting. Register at the following link before the meeting:  
<https://attendee.gotowebinar.com/register/247326786033306973>
  - Enter your name and 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 email address you provided. Your registration ID link is unique to your email address. Please save this email. The email will also provide options for you to add the meeting to your calendar.
  - **FOR THE MEETING:** If you save the email, you can open it and click on the link to join the meeting. The link will also be provided in the reminder email.
  - To register additional attendees, complete a separate registration at the link above.
- Attendees using the Webinar broadcast have three options:
  1. Using a computer with microphone and speakers allows you to speak at the meeting. Raise your hand using the Webinar Control to let us know you have a comment.
  2. Telephone with AUDIO PIN allows you to speak at the meeting. All calls are muted. If you want to ask a question or make a comment, email your request to [DORPTO@floridarevenue.com](mailto:DORPTO@floridarevenue.com) and wait your turn to speak.
  3. Telephone with NO AUDIO PIN – Listen Only. Email your questions or comments to [DORPTO@floridarevenue.com](mailto:DORPTO@floridarevenue.com). In the subject line, use “November 20 PTO Public meeting.” All emails will be acknowledged or read aloud and entered into the transcript.

### For Technical Support:

If you have problems accessing the registration before the meeting, contact Anthony Jackson by email at [Anthony.Jackson@floridarevenue.com](mailto:Anthony.Jackson@floridarevenue.com) or by phone at 850-617-8878.

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DEPARTMENT OF REVENUE

Property Tax Oversight Program

The DEPARTMENT OF REVENUE announces a public meeting to which all persons are invited.

DATE AND TIME: November 20, 2024, 10:00 a.m.

PLACE: 2450 Shumard Oak Blvd., Building 2, Room 1220, Tallahassee, Florida, and via webinar. Anyone wishing to participate in this public meeting via webinar must register at <https://attendee.gotowebinar.com/register/247326786033306973>.

GENERAL SUBJECT MATTER TO BE CONSIDERED: This public meeting will receive public comment on draft updates to the Florida Real Property Appraisal Guidelines (Guidelines) in accordance with ss. 195.062 and 195.032, F.S. The draft Guidelines update statutory citations and case law; consolidate related topics into fewer sections; remove repetitive and obsolete language; and reformat the Guidelines for clarity.

A copy of the agenda may be obtained by contacting: Mike Cotton, Property Tax Oversight Program, telephone (850)617-8870, or email: [DORPTO@floridarevenue.com](mailto:DORPTO@floridarevenue.com), or by visiting the Department's Open Government webpage at <https://floridarevenue.com/opengovt/Pages/meetings.aspx>.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Mike Cotton at (850)617-8870. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

For more information, you may contact: Mike Cotton, Property Tax Oversight Program, telephone (850)617-8870, or email: [DORPTO@floridarevenue.com](mailto:DORPTO@floridarevenue.com).

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