

FLORIDA DEPARTMENT OF REVENUE
PROPERTY TAX OVERSIGHT

CERTIFIED FLORIDA APPRAISER ADMISSIONS AND
CERTIFICATIONS COMMITTEE MEETING

DATE: October 16, 2025

TIME: 2:00 p.m. to 2:10 p.m.

LOCATION: Via Phone Conference

12 This meeting came on to be heard at the time and
13 place aforesaid, when and where the following
14 proceedings were reported by:

Doreen M. Mannino, Court Reporter
For The Record Reporting, Inc.
1500 Mahan Drive, Suite 140
Tallahassee, Florida 32308

1

APPEARANCES :

2 Rene Lewis
3 Rachel Goldstein
4 Meghan Miller
5 Kelly McLane
6 Jenna Harper
7 Paul Polk
8 Jimmy Cowan
9 Jenny Fields
10 David Johnson
11 Lorie Ward
12 David Williams

13
14
15
16
17
18
19
20
21
22
23
24
25

2

PROCEEDINGS

2 MS. LEWIS: Good morning, everyone. Welcome
3 to the Certified Florida Appraiser Admissions and
4 Certifications Committee. My name is Rene Lewis.
5 I am the Director of the Property Tax Oversight
6 program and the chair for today's proceedings.
7 The committee, as a public board, is subject to
8 the Government in the Sunshine laws, and therefore
9 the committee's meetings are required to be open
10 to the public and properly noticed. This applies
11 to any gathering of two or more committee members
12 where there is discussion about a matter that
13 could come before the committee for action.

14 Ms. Rachel Goldstein, Chief Legal Counsel for the
15 Property Tax Oversight Program, is on the phone.
16 Also, present are staff from the Property Tax
17 Oversight program in the Department of Revenue.

18 Will our staff please introduce themselves by
19 stating their names and titles.

20 MS. MILLER: Meghan Miller, Revenue Program
21 Administrator.

22 MS. McLANE: Kelly McLane, Intradepartmental
23 Projects Administrator.

24 MS. HARPER: Jenna Harper, Compliance
25 Assistance Process Manager.

1 MS. LEWIS: Thank you. If you are part of 4
2 the public participating by telephone and want to
3 submit a written comment pertaining to the
4 material being presented today, please send an
5 email to ptotraining@floridarevenue.com.

6 In the subject line of your email, please use
7 "October 16 Committee Meeting." We are monitoring
8 that email account during the meeting and will
9 read aloud all comments we receive during the
10 meeting. If you prefer to speak, please state
11 that in your email and we will recognize you for
12 comment. We would appreciate if everyone could
13 please mute their phone when they are not
14 participating so we can reduce the amount of
15 feedback during the meeting. Please be sure to
16 unmute your line when you need to voice a vote.

17 Before calling roll, I would like to take a
18 moment to welcome our newest committee member,
19 Honorable Paul Polk, President of the Property
20 Appraiser's Association of Florida. Welcome to
21 the Certified Florida Appraiser Admissions and
22 Certifications Committee. We appreciate your
23 service on the committee during your term. Thank
24 you.

25 Meghan Miller, the secretary of the

1 committee, will you please call the roll?

5

2 MS. MILLER: Renee Lewis.

3 MS. LEWIS: Here.

4 MS. MILLER: Paul Polk.

5 MR. POLK: Here.

6 MS. MILLER: Jimmy Cowan.

7 MR. COWAN: Here.

8 MS. MILLER: Eddie Creamer. Jenny Fields.

9 MS. FIELDS: Here.

10 MS. MILLER: David Johnson.

11 MR. JOHNSON: Here.

12 MS. MILLER: Damon Leggett. Lori Ward.

13 MS. WARD: Here.

14 MS. MILLER: David Williams.

15 MR. WILLIAMS: Here.

16 MS. LEWIS: According to Rule 12D-19.002(6)
17 Florida Administrative Code, five members of the
18 Admissions and Certifications Committee constitute
19 a quorum. Meghan, do we have a quorum?

20 MS. MILLER: Yes.

21 MS. LEWIS: Thank you. Our first order of
22 business today is the approval of the June 11,
23 2025, Certified Florida Appraiser Admissions and
24 Certifications Committee meeting minutes. Do I
25 have a motion to approve the June 11th committee

1 meeting minutes? Please state your name if you
2 make a motion.

3 MR. WILLIAMS: David Williams, motion to
4 approve.

5 MS. LEWIS: Thank you, David. I have a
6 motion by David Williams. Do I have a second?

7 MR. COWAN: Second, Jimmy Cowan.

8 MS. LEWIS: Thank you, Jimmy. I have a
9 second by Jimmy Cowan. All those in favor,
10 indicate by saying "aye."

11 (Chorus of Ayes.)

12 MS. LEWIS: All opposed, indicate by saying
13 "nay." Thank you.

14 Our next item of business is the presentation
15 and recommendation of applicants. The program
16 posted the list of applicants, along with the
17 completed applications, on the Department's
18 website and sent the meeting materials link to
19 each of you. Each application has a checklist at
20 the front to assist you in your review of the
21 applicants. This checklist has the certification
22 criteria required in Rule Chapter 12D-19, F.A.C.

23 Meghan, will you please list the requirements
24 of the Certified Florida Appraiser, Certified
25 Florida Evaluator, and Certified Cadastralist of

1 Florida designations, please?

2 MS. MILLER: The qualifications for the
3 Certified Florida Appraiser and Certified Florida
4 Evaluator professional designations include at
5 least two years of experience with a Florida
6 property appraiser's or tax collector's office or
7 the Florida Department of Revenue, at least 120
8 hours of approved education, and current
9 employment with a Florida county property
10 appraiser's or tax collector's office or the
11 Florida Department of Revenue. The Certified
12 Florida Appraiser designation is reserved for the
13 county official.

14 The qualifications for the Certified
15 Cadastralist of Florida include at least two years
16 of experience with a Florida property appraiser's
17 office, tax collector's office or the Florida
18 Department of Revenue, at least 150 hours of
19 approved education, and current employment with a
20 Florida property appraiser's office, tax
21 collector's office or the Florida Department of
22 Revenue.

23 MS. LEWIS: Thank you, Meghan. Now, I need
24 for each Committee Member to individually answer
25 the following question on the record. After I

1 read the question, Meghan will call the name of
2 each member. Please state your answer of yes or
3 no.

4 The question is: Are you aware of any facts,
5 situations, or reasons which you feel may
6 disqualify or otherwise make it improper for you
7 to hear and deliberate on any of the applicants
8 scheduled to be reviewed today?

9 MS. MILLER: Rene Lewis.

10 MS. LEWIS: No.

11 MS. MILLER: Paul Polk.

12 MR. POLK: No.

13 MS. MILLER: Jimmy Cowan.

14 MR. COWAN: No.

15 MS. MILLER: Eddie Creamer. Jenny Fields.

16 MS. FIELDS: No.

17 MS. MILLER: David Johnson.

18 MR. JOHNSON: No.

19 MS. MILLER: Damon Leggett. Lorie Ward.

20 MS. WARD: No.

21 MS. MILLER: David Williams.

22 MR. WILLIAMS: No.

23 MS. LEWIS: Thank you. Do any committee
24 members have anything they wish to discuss about
25 the applicants' credentials?

1 Does the public have any comments on any of
2 the applicants? If you are attending by
3 telephone, please send us an email so we can
4 recognize you. Again, that email address is
5 ptotraining@floridarevenue.com.

7 Hearing no additional comments or discussion
8 of the credentials, the committee will now vote on
9 consideration of the applicant list. Do I have a
10 motion for recommendation of the applicants?

11 Please state your name when making your motion.

12 MR. COWAN: Jimmy Cowan, motion to accept.

13 MS. LEWIS: Motion by Jimmy. Do we have a
14 second?

15 MR. WILLIAMS: David Williams, second.

16 MS. LEWIS: Thank you, David. All those in
17 favor, indicate by saying "aye."

18 (Chorus of ayes.)

19 MS. LEWIS: All opposed, indicate by saying
20 "nay."

21 Let the record reflect that the committee has
22 recommended all applicants for certification.

1 professional designees will receive documentation
2 of their certification from the Department.
3

4 That concludes today's agenda for the
5 Certified Florida Appraiser Admissions and
6 Certifications Committee meeting. Again, thank
7 you very much for your leadership and service
8 today on the committee. Have a good afternoon.
9 We are adjourned.

10 (Meeting adjourned at 2:10 p.m.)
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

CERTIFICATE OF REPORTER

STATE OF FLORIDA)

COUNTY OF LEON)

I, Doreen Mannino, Certified Court Reporter, do
hereby certify that I was authorized to and did report
stenotypy and electronically the foregoing
proceedings, and that the foregoing pages constitute a
true and correct transcription of my recording
hereof.

IN WITNESS WHEREOF, I have hereunto affixed my
hand the 25th day of October 2025 at Tallahassee, Leon
County, Florida.

Doreen Mannino

Doreen M. Mannino