

# PTO RULE DEVELOPMENT WORKSHOP AGENDA

*(If Requested in Writing)*

July 9, 2024, 10:00 am, EDT

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 rules:</p> <ul style="list-style-type: none"> <li>• Rule 12D-8.0064, F.A.C., Assessments; Correcting Errors in Assessments of a Homestead</li> <li>• Rule 12D-16.002, F.A.C., Index to Forms <ul style="list-style-type: none"> <li>○ Form DR-416, Physician’s Certification of Total and Permanent Disability</li> <li>○ Form DR-453, Notice of Tax Lien for Exemptions, Reduction in Assessment, and Assessment Limitations</li> <li>○ Form DR-487, Certification of Compliance</li> <li>○ Form DR-501, Original Application for Homestead and Related Tax Exemptions</li> <li>○ Form DR-501PGP, Original Application for Assessment Reduction for Living Quarters of Parents or Grandparents</li> <li>○ Form DR-501V, Tentative Verification of Eligibility for Certain Exemptions or Discounts <b>(New)</b></li> <li>○ Form DR-504AFH, Ad Valorem Tax Exemption Application and Return for Multifamily Project and Affordable Housing Property</li> <li>○ Form DR-504CS, Ad Valorem Tax Exemption Application and Return for Charter School Facilities</li> <li>○ Form DR-505, Report of Discounts, Errors, Double Assessments, and Insolvencies</li> <li>○ Form DR-5002, Decision of the Value Adjustment Board – Hurricane Ian or Hurricane Nicole Tax Refund <b>(Repeal)</b></li> <li>○ Form DR-5003, Report of Total Reductions in Taxes From Hurricane Ian or Hurricane Nicole <b>(Repeal)</b></li> </ul> </li> <li>• Rule 12D-17.002, F.A.C., Definitions</li> <li>• Rule 12D-17.003, F.A.C., Truth in Millage (“TRIM”) Compliance</li> <li>• Rule 12D-17.004, F.A.C., Taxing Authority’s Certification of Compliance; Notification by Department</li> </ul>	<p>DOR Staff</p> <p>All Interested Parties can provide comments on each rule or form as presented</p>
CLOSING COMMENTS	Moderator

Handouts: The meeting agenda and draft rule text are on the Department’s website at <http://floridarevenue.com/rules>.

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/404114943118298198>
  - 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 “July 9 PTO Workshop.” 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.