

**APPLICATION TO SERVE AS ALTERNATE/CONFLICT LEGAL COUNSEL
HERNANDO COUNTY VALUE ADJUSTMENT BOARD**

Please type or print. If more space is needed, attach additional sheets. *Applicants may supplement their application with a resume; however, a resume cannot be used in lieu of an application.*

APPLICANT INFORMATION

Name: _____ E-mail: _____
Home Address: _____
Business Name: _____
Business Address: _____
Phone number(s): Home _____ Business _____ Cell _____
Fax: _____

LICENSURE

Florida Bar Number: _____ Admission Date: _____

List any disbarment, suspension, or any other disciplinary action which you have received from any organized bar association: _____

QUALIFICATIONS/EXPERIENCE

Educational Background: _____

Professional Experience: _____

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Do you or anyone in your firm represent any governmental entity or taxing authority in any capacity? Yes _____ No _____

If so, who do you or your firm represent? _____

Explain how you meet the qualifications specified in Florida Administrative Code, Chapter 12D-9.009 and Florida Statute 194.015 (see pages 3-4).

Hourly Rate Requested: _____

List any additional information you wish us to consider which demonstrates you are qualified to serve as legal counsel to the Value Adjustment Board: _____

The undersigned certifies, under penalty of disqualification from consideration, that each item contained in this application or other document furnished by or on behalf of the applicant is true and complete as of the date it bears. The undersigned authorizes the Value Adjustment Board to obtain information from other sources to verify each item contained herein. The undersigned acknowledges that if selected he/she will follow all requirements and mandates of law in fulfilling the duties of legal counsel to the Value Adjustment Board.

Signature of Applicant

Date

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Florida Administrative Code, Chapter 12D-9.009 - Role of Legal Counsel to the Board

- (1) The board legal counsel shall have the responsibilities listed below consistent with the provisions of law.
- (a) The primary role of the board legal counsel shall be to advise the board on all aspects of the value adjustment board review process to ensure that all actions taken by the board and its appointees meet the requirements of law.
 - (b) Board legal counsel shall advise the board in a manner that will promote and maintain a high level of public trust and confidence in the administrative review process.
 - (c) The board legal counsel is not an advocate for either party in a value adjustment board proceeding, but instead ensures that the proceedings are fair and consistent with the law.
 - (d) Board legal counsel shall advise the board of the actions necessary for compliance with the law.
 - (e) Board legal counsel shall advise the board regarding:
 - 1. Composition and quorum requirements;
 - 2. Statutory training and qualification requirements for special magistrates and members of the board;
 - 3. Legal requirements for recommended decisions and final decisions;
 - 4. Public meeting and open government laws; and
 - 5. Any other duties, responsibilities, actions or requirements of the board consistent with the laws of this state.
 - (f) Board legal counsel shall review and respond to written complaints alleging noncompliance with the law by the board, special magistrates, board clerk, and the parties. The legal counsel shall send a copy of the complaint along with the response to the department. This section does not refer to routine requests for reconsideration, requests for rescheduling, and pleadings and argument in petitions.
- (2) The board legal counsel shall, upon appointment, send his or her contact information, which shall include his or her name, mailing address, telephone number, fax number, and e-mail address, to the department by mail, fax, or e-mail to:

Department of Revenue
Property Tax Oversight Program
Attn.: Director
P. O. Box 3000
Tallahassee, FL 32315-3000
Fax Number: (850) 617-6112
Email Address: VAB@dor.state.fl.us

*Rulemaking Authority 194.011(5), 194.034(1), 195.027(1), 213.06(1) FS. Law Implemented 194.011, 194.015, 213.05 FS.
History—New 3-30-10*

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Florida Statute 194.015

194.015 Value adjustment board.—There is hereby created a value adjustment board for each county, which shall consist of two members of the governing body of the county as elected from the membership of the board of said governing body, one of whom shall be elected chairperson, and one member of the school board as elected from the membership of the school board, and two citizen members, one of whom shall be appointed by the governing body of the county and must own homestead property within the county and one of whom must be appointed by the school board and must own a business occupying commercial space located within the school district. A citizen member may not be a member or an employee of any taxing authority, and may not be a person who represents property owners in any administrative or judicial review of property taxes. The members of the board may be temporarily replaced by other members of the respective boards on appointment by their respective chairpersons. Any three members shall constitute a quorum of the board, except that each quorum must include at least one member of said governing board, at least one member of the school board, and at least one citizen member and no meeting of the board shall take place unless a quorum is present. Members of the board may receive such per diem compensation as is allowed by law for state employees if both bodies elect to allow such compensation. The clerk of the governing body of the county shall be the clerk of the value adjustment board. The board shall appoint private counsel who has practiced law for over 5 years and who shall receive such compensation as may be established by the board. The private counsel may not represent the property appraiser, the tax collector, any taxing authority, or any property owner in any administrative or judicial review of property taxes. No meeting of the board shall take place unless counsel to the board is present. Two-fifths of the expenses of the board shall be borne by the district school board and three-fifths by the district county commission.

History.—s. 2, ch. 69-140; s. 1, ch. 69-300; s. 26, ch. 70-243; s. 22, ch. 73-172; s. 5, ch. 74-234; s. 1, ch. 75-77; s. 6, ch. 76-133; s. 2, ch. 76-234; s. 1, ch. 77-69; s. 145, ch. 91-112; s. 978, ch. 95-147; s. 4, ch. 2008-197.