

Orange County Government

*Orange County Administration Center
201 S Rosalind Ave.
Orlando, FL 32801*



Draft Meeting Minutes

Wednesday, August 20, 2025

10:00 AM

Martha O'Haynie Conference Room

Value Adjustment Board

2025 Second VAB Meeting

Call to Order

VAB Chair Maribel Gomez Cordero called the meeting to order at 10:01 a.m.

Present 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

Others Present:

VAB Legal Counsel Aaron Thalwitzer
Comptroller Deputy Clerk of the VAB David Rooney
Comptroller Assistant Deputy Clerk of the VAB Jennifer Lara-Klimetz
VAB Supervisor Anissa Mercado
VAB Senior Coordinator Lucas Cerqueira
VAB Coordinator Ishama Medilien

I. Public Comment

No one addressed the Board for public comment.

II. Consent Items**A. VAB-25-015 REQUEST:**

Approval and execution of the minutes of the June 12, 2025 VAB Organizational Meeting

A motion was made by Commissioner Uribe, seconded by Member Caldwell to approve the minutes of the June 12, 2025, VAB Organizational Meeting. The motion carried by the following vote:

Aye: 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

B. VAB-25-016 REQUEST:

Approval and execution of first certification of the 2025 Orange County Tax Roll pursuant to Section 193.122(1), Florida Statutes.

A motion was made by Member Vanos, seconded by Member Williams, to approve and execute the first certification of the 2025 Orange County Tax Roll pursuant to Section 193.122(1) Florida Statutes. The motion carried by the following vote:

Aye: 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

III. Discussion Items**A. VAB-25-017 REQUEST:**

Approval of the tentative VAB budget for the 2025 tax cycle; and further, authorization of expenditures.

A motion was made by Member Caldwell, seconded by Commissioner Uribe, to approve the VAB budget for the 2025 tax cycle; further, authorize employment of temporary administrative assistants not to exceed \$22,000 with authorization to pay for background checks and drug testing; further, authorize software licensing and support not to exceed \$22,000; further, authorize office supply purchases not to exceed \$500; further, authorize advertising fees not to exceed \$2,100; and further, authorize bank charges (for online petitions) not to exceed \$1,500. The motion carried by the following vote:

Aye: 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

B. VAB-25-018 REQUEST:

Update regarding 2025 legislation and potential VAB impacts.

A motion was made by Commissioner Uribe, seconded by Member Caldwell, to recommend the 2026 Value Adjustment Board to increase the petition filing fee to \$50 and to keep the current filing fee of \$15 for the 2025 VAB cycle. The motion carried by the following vote:

Aye: 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

C. VAB-25-019 REQUEST:

Adoption of the Revised Local Administrative Procedures and Forms.

A motion was made by Member Vanos, seconded by Member Williams, to approve the Adoption of the revised Local Administrative Procedures and Forms. The motion carried by the following vote:

Aye: 5 - Commissioner Maribel Gomez Cordero, Commissioner Mayra Uribe, Member Stephanie Vanos, Member Robert Caldwell, and Member E. Laverne Williams

D. VAB-25-020 REQUEST:

Update from VAB Clerk and/or Legal Counsel.

The VAB Clerk informed the Board that Special Magistrate Robert Gelman and Special Magistrate Kathryn Edmundson withdrew their applications to serve the 2025 Value Adjustment Board.

The Board took no action.

Announcement

Commissioner Gomez Cordero announced the next Board meeting will be the VAB Final

meeting, tentatively scheduled for Monday, April 13, 2026, to accept the Special Magistrate recommendations without further hearings and finalize the administrative duties of the VAB for the year. Please monitor the VAB webpage or contact the VAB Clerk at vab@occompt.com for important updates. Further, the VAB's Local Administrative Procedures, 2025 VAB Tentative Schedule, the Department of Revenue's Uniform Polices and Procedures Manual, and the Government-in-the-Sunshine Manual are available on the Comptroller's website at www.occompt.com

There being no further business to conduct, VAB Chair Gomez Cordero adjourned the meeting.

- MEETING ADJOURNED, 10:18 a.m.

ATTEST:

Phil Diamond
County Comptroller as Clerk of the VAB

VAB Chair Date

Deputy Clerk Date

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

La Sección 286.0105 de los Estatutos de la Florida establece que si una persona decide apelar cualquier decisión tomada por una junta, agencia o comisión con respecto a cualquier asunto considerado en una reunión o audiencia, necesitará un registro de los procedimientos y que, para tal fin, es posible que deba asegurarse de que se haga un registro literal de los procedimientos. cuyo expediente incluye los testimonios y las pruebas en que se basará la apelación.

Seksyon 286.0105, Lwa Florida, deklare ke si yon moun deside fè apèl kont nenpòt desizyon ki te pran pa yon tablo, ajans, oswa komisyon ki gen rapò ak nenpòt pwoblèm konsidere nan yon reyinyon oswa yon odyans, li pral bezwen yon dosye sou pwosedi yo, e ke, pou rezon sa yo, li ka bezwen asire ke yon dosye vèbal nan pwosedi yo fèt, ki dosye gen ladan temwayaj ak prèv ki montre apèl la dwe baze.

Orange County does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or family status. Those with questions or concerns about nondiscrimination, those requiring special assistance under the Americans with Disabilities Act (ADA), and those requiring language assistance (free of charge) should contact the Title VI/Nondiscrimination Coordinator at access@ocfl.net or by calling 3-1-1 (407-836-3111).

If you are hearing or speech impaired, you may reach the phone numbers above by dialing 711.

El Condado de Orange no discrimina por motivos de raza, color, origen nacional, sexo, edad, religión, discapacidad o situación familiar. Aquellos que tengan preguntas o inquietudes sobre la no discriminación, aquellos que requieran asistencia especial según la Ley de Estadounidenses con Discapacidades (ADA) y aquellos que requieran asistencia lingüística (gratuita) deben comunicarse con el Coordinador de No Discriminación/Título VI en access@ocfl.net o llamando 3-1-1 (407-836-3111).

Si tiene problemas de audición o del habla, puede comunicarse con los números de teléfono anteriores marcando 711.

Orange County pa fè diskriminasyon sou baz ras, koulè, orijin nasyonal, sèks, laj, relijyon, andikap oswa sitiyasyon fanmi. Moun ki gen kesyon oswa enkyetid konsènan non diskriminasyon, moun ki bezwen asistans espesyal dapre Lwa Ameriken andikape

yo (ADA), ak moun ki bezwen asistans nan lang (gratis) ta dwe kontakte Kowòdonatè Tit VI/Nondiscrimination nan access@ocfl.net oswa lè yo rele 3-1-1 (407-836-3111).

Si w gen pwoblèm pou tande oswa pou w pale, ou ka kontakte nimewo telefòn ki anwo yo lè w konpoze 711.