



Item.....
Meeting .....2018 Mar 07

PARCEL TAX ROLL REVIEW PANEL

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**TO:** MEMBERS OF THE PARCEL TAX ROLL REVIEW PANEL      **DATE:** 2018 March 07

**FROM:** DIRECTOR FINANCE      **FILE:** 43500-20

**SUBJECT: CONFIRMATION AND AUTHENTICATION OF THE 2018 PARCEL TAX ROLLS**

**PURPOSE:** To have the Parcel Tax Roll Review Panel confirm and authenticate the 2018 Sewer Parcel Tax Roll and the 2018 Local Area Service Tax Roll.

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**RECOMMENDATIONS:**

1. **THAT** the 2018 Sewer Parcel Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.
2. **THAT** the 2018 Local Area Service Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.

**REPORT**

The Director Finance advises that the requirements of the Community Charter pursuant to this Parcel Tax Roll Review Panel have been met. Notices of the Parcel Tax Roll Review Panel were published on 2018 February 21 and 2018 February 28 in the Burnaby Now and the Local Area Service Foot Frontage and Sewer Assessment Notices were mailed on 2018 February 19 to all affected property owners at the addresses listed on the latest 2018 Tax Roll. The Sewer Parcel Tax and Local Area Service Tax Rolls are made available to the general public upon request following mail out of notices.

One complaint for an appeal under Part 7, Division 4; Section 205 of the Community Charter was received. It is on the recommendation of the Director Finance and Deputy Director Engineering that an adjustment is made to the original Local Area Service Tax Roll. The Director Finance requests that the Parcel Tax Roll Review Panel confirm and authenticate the 2018 Sewer Parcel Tax Roll and amended 2018 Local Area Service Tax Roll as received.

Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

RR:EJ /ml

Copied to: City Manager  
City Clerk  
Director Engineering