



Item.....
Meeting.....2019 Mar 13

PARCEL TAX ROLL REVIEW PANEL

TO: MEMBERS OF THE PARCEL TAX ROLL REVIEW PANEL **DATE:** 2019 March 11

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

SUBJECT: **CONFIRMATION AND AUTHENTICATION OF THE 2019 PARCEL TAX ROLLS**

PURPOSE: To have the Parcel Tax Roll Review Panel confirm and authenticate the 2019 Sewer Parcel Tax Roll and the 2019 Local Area Service Tax Roll.

RECOMMENDATIONS:

1. **THAT** the 2019 Sewer Parcel Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.
2. **THAT** the 2019 Local Area Service Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.

REPORT

1.0 FINDINGS

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 2019 February 28 and 2019 March 07 in the Burnaby Now. Individual notices for the Local Area Service Foot Frontage and Sewer Assessments were mailed on 2019 February 25 to all affected property owners at the addresses listed on the latest 2019 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 the notices.

2.0 POLICY SECTION

The recommendations provided in this report align with the following goals and sub-goals of the Corporate Strategic Plan:

- A Dynamic Community
 - City facilities and infrastructure
 - Build and maintain infrastructure that meets the needs of our growing community

To: *Members of the Parcel Tax Roll Review Panel*
From: *Director Finance*
Re: *Confirmation and Authentication of the 2019 Parcel Tax Rolls*
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3.0 ROLL AUTHENTICATION

The Director Finance requests that the Parcel Tax Roll Review Panel confirm and authenticate the 2019 Sewer Parcel Tax Roll and 2019 Local Area Service Tax Roll as received.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RR /ml

Copied to: City Manager
City Clerk
Director Engineering