



PARCEL TAX ROLL REVIEW PANEL

TO: MEMBERS OF THE PARCEL TAX ROLL REVIEW PANEL **DATE:** 2020 March 06

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

SUBJECT: CONFIRMATION AND AUTHENTICATION OF THE 2020 PARCEL TAX ROLLS

PURPOSE: To have the Parcel Tax Roll Review Panel confirm and authenticate the 2020 Sewer Parcel Tax Roll and the 2020 Local Area Service Tax Roll.

RECOMMENDATIONS:

1. **THAT** the 2020 Sewer Parcel Tax Roll as received by the Parcel Tax Roll Review Panel be confirmed and authenticated.
2. **THAT** the 2020 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 2020 February 27 and 2020 March 05 in the Burnaby Now. Individual notices for the Local Area Service Foot Frontage and Sewer Assessments were mailed on 2020 February 24 to all affected property owners at the addresses listed on the latest 2020 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 2020 Parcel Tax Rolls*
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3.0 RECOMMENDATION

It is recommended that the Parcel Tax Roll Review Panel confirm and authenticate the 2020 Sewer Parcel Tax Roll and 2020 Local Area Service Tax Roll as received.

A handwritten signature in black ink, appearing to read 'Noreen Kassam', with a stylized flourish at the end.

Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RR /ej:md

Copied to: City Manager
City Clerk
Director Engineering