



City of Richmond

Report to Council

To: Richmond City Council
From: Ivy Wong, CMA
Manager, Property Taxes
Re: **Property Tax Certificate Fee**

Date: March 28, 2002
File: 0925-01

Staff Recommendation

That Council introduce and give first, second and third reading to Tax Certificate Fee Bylaw No. 7352 which sets out the amended schedule of fees levied by the City for providing tax certificates.

Ivy Wong, CMA
Manager, Property Taxes

FOR ORIGINATING DIVISION USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

The Tax Department provides property tax information to various agencies mainly for property conveyancing purposes. Our current prices for this information is \$20 if the request comes into the City and staff generates the information for the customer, or \$15 if it is requested directly through the IVR or internet, without any intervention from staff.

During the March 25th Council meeting, Council approved the increase of these rates to offset some of the 2002 Operating expenses.

Analysis

Based on historical data, the annual revenue is as follows:

Current Rate Structure	Transactions	Rate	Existing Revenue
Counter Service	1900	\$20	\$38,000
Internet Service	4900	\$15	\$73,500
Fax Service	1200	\$20	\$24,000
Total			\$135,500

The rate structure approved by council should bring in the following revenue:

New Rate Structure	Transactions	New Rate	New Revenue	Existing Revenue	Difference
Counter Service	1900	\$35	\$66,500	\$38,000	\$28,500
Internet Service	4900	\$30	\$147,000	\$73,500	\$73,500
Fax Service	1200	\$35	\$42,000	\$24,000	\$18,000
Total			\$231,000	\$135,000	\$120,000
					\$60,000

Financial Impact

If the rate change is effective July 1st, potential additional revenue is \$60,000.

Conclusion

The amended Bylaw will enable the City to achieve the projected tax certificate revenues as indicated in the 2002 budget.

CITY OF RICHMOND



PROPERTY TAX CERTIFICATE FEE

BYLAW NO. 7352

EFFECTIVE DATE –

CITY OF RICHMOND
**PROPERTY TAX CERTIFICATE FEE
BYLAW NO. 7352**

The Council of the City of Richmond enacts as follows:

PART ONE: ESTABLISHMENT OF FEES

- 1.1 The following fees for the provision of a Property Tax Certificate by the City, are imposed:
- (a) \$35, if requested in person, or by mail, at City Hall;
 - (b) \$35, if requested using the "fax Back" utility;
 - (c) \$30, if requested through the Internet; and
 - (d) \$30, if requested using the interactive "voice fax back".
- 1.2 The fee specified in clauses (b), (c) and (d) inclusive of section 1.1 may be paid by means of a credit card or other billing methods of payment.

PART TWO: PREVIOUS BYLAW REPEAL

- 2.1 Property Tax Certificate Fee Bylaw No. 6696 (adopted February 24th, 1997) is repealed.

PART THREE: SEVERABILITY & BYLAW CITATION

- 3.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 3.2 This Bylaw may be cited as "Tax Certificate Fee Bylaw No. 7352".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CITY CLERK