




TO: Honorable Mayor and City Council Members

THRU: Ed Lavallee, ICMA-CM, MPA, City Manager

FROM: Linda Senne, CPA, CGFM, Finance Director 

DATE: December 6, 2016

**SUBJECT: Resolution No. 2016-33 Postponement
Uniform Method of Collecting Non-ad Valorem Assessments**

Pursuant to Section 197.3632, Florida Statutes, a local government which is authorized to impose a non-ad valorem assessment and which elects to use the uniform method of collecting such assessment for the first time as authorized in this section shall adopt a resolution at a public hearing. The resolution shall state the need for the levy and shall include a legal description of the boundaries of the real property subject to levy.

The City does not have a proper legal description that includes all properties that comprise the City Boundaries. The City has hired a professional Land Surveyor to create a legal description using the Annexation and the actual field location of the Exterior Boundaries of the City. The estimated completion date of this legal description is February 1, 2017.

Staff is recommending postponement of Resolution No. 2016-33 until the February 14, 2017 City Council meeting.