

**CITY OF FORT LAUDERDALE  
WAVE REFUND PROCESS  
CRITICAL EVENTS SCHEDULE**

(Meeting Dates: 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays @ 6:00 p.m.)

**Project Contacts:**     **Albert A. del Castillo, Greenberg Traurig**  
                                      **David Jahosky/Camille Tharpe, Government Services Group**

| No.       | Event  | Due Date                              |
|-----------|--|---------------------------------------|
| 1         | GSG provides preliminary database to City for (1) properties with one property owner; (2) properties with more than one property owner; (3) properties with Tax Certificates | November 16, 2018                     |
| 2         | Greenberg Traurig determines recipient of refund in cases of property transfers during the assessment program  | November 26, 2018                     |
| 3         | City and Greenberg Traurig determine final interest rates to be used for each year's refund  | November 26, 2018                     |
| 4         | City/GSG calculates the interest amount for each property for each year  | December 3, 2018                      |
| 5         | GSG provides final database to City for (1) properties with one property owner; (2) properties with more than one property owner; (3) properties with Tax Certificates       | December 10, 2018                     |
| 6         | City/GSG print and stuff property specific notices   | December 11-20, 2018                  |
| 7         | City published Public Notice #1; At least 20 days prior to 1/22/2019   | December 16-29, 2018                  |
| 8         | City/GSG mails Notices to affected Property Owners   | December 21, 2018                     |
| 9         | City published Public Notice #2, if needed; At least 20 days prior to 1/22/2019  | December 30, 2018-<br>January 1, 2019 |
| 10        | Refund Assessment Roll provided for Agenda Package   | January 11, 2019                      |
| <b>11</b> | <b>City Commission Meeting to adopt Assessment Refund Roll</b>   | <b>January 22, 2019</b>               |
| 12        | City provides correction forms to Broward County Broward County Records, Taxes and Treasury Division for Tax Certificate properties  | By February 1, 2019                   |
| 13        | City mails refunds   | By February 1, 2019                   |

REVISION HISTORY:

Created: 11/12/2018

Revised: 11/13/2018, per GT-GSG discussions