



September 2017

Dear Friend,

September is here and the height of hurricane season is upon us. In this issue, I share some important tips to help prepare your property for storm season. If you have not already made a plan, I encourage you to download our Hurricane Preparedness Guide that offers helpful checklists and other tips to keep your family and pets safe.

I want to remind you that two important payments are due on September 30. In most cases, the second quarterly payment of the 2017 Property Tax Installment Payment Plan and payment of the Local Business Tax can be made online without visiting our office.

I hope you find this information useful and welcome your feedback. Let us know what topics you would like to see in an upcoming issue of *Property Matters* by emailing our civic engagement team at [ClientAdvocate@taxcollectorpbc.com](mailto:ClientAdvocate@taxcollectorpbc.com).

Best regards,

Anne M. Gannon

## Prepare Your Property for Hurricane Season

September and October mark the peak of hurricane season. Historically, Palm Beach County is hit hardest during these months. Don't delay! Prepare your property today by following these helpful tips:

- Review your insurance policies. Will your policy cover the full cost of rebuilding if you lose your home in a storm?
- Inventory your property. Make a list of your possessions each year, so you know exactly what you need to replace and how much it's worth. Take photos.
- Secure and seal your roof. If wind and rain get through your roof, your property will sustain significant damage.
- Secure porches and carports. Ensure they are attached to your home and are firmly anchored to the ground.
- Seal windows and doors to prevent water damage to your home.

- Secure loose rain gutters and downspouts and clear any clogged areas or debris.
- Clear your yard. This includes your grill, lawn furniture, garden decorations and other items. Store these items indoors or secured to the ground.
- Reinforce your garage door. You can strengthen your garage door by installing a vertical garage door brace and reinforcing it with horizontal wooden beams.

## Installment Payment Due September 30

Many Palm Beach County residents participate in the 2017 Property Tax Installment Payment Plan. The second quarterly installment payment is due September 30. This year, the deadline falls on a Saturday. Florida statute extends a payment discount deadline falling on a Saturday, Sunday or holiday to the next business day. Payment(s) must be received in our office by 5:00 p.m.

Please remember, you must make your installment payment on or before the due date to remain enrolled in the Installment Payment Plan.

## Pay Your Local Business Tax Online by September 30



Are you a Palm Beach County business owner? You can pay your Local Business Tax now through September 30, 2017. There is usually no need to come in to our office. Simply pay your Local Business Tax online at [www.pbctax.com](http://www.pbctax.com).

Any business selling merchandise or services must have a Local Business Tax Receipt and pay business taxes. This includes one-person and home-based businesses. A new application and fee is required for changes in location, ownership or business name.

Failure to pay your Local Business Tax will result in late fees, penalties and a \$250 fine. Don't let this happen to you!

## Why Do We Have Constitutional Officers?

The United States Constitution defines the separation of power of three branches of government – executive, legislative and judicial. In a similar way, the Florida Constitution defines the separation of power between branches of state and local government. This separation of power creates checks and balances to assure that no one branch of government gains supremacy.

The Florida Constitution creates five independently elected public officials at the county level – Sheriff, Clerk & Comptroller, Tax Collector, Supervisor of Elections and Property Appraiser. These Constitutional Officers have independent authority under the Constitution to carry out specific duties of statewide concern at the county level.

Since 1885, 13 people have been elected Constitutional Tax Collector serving Palm Beach County. Anne M. Gannon is the first woman elected to this position.