

**Meeting Schedule  
Pasquotank County Board of Commissioners  
Monday, May 21, 2018**

2:00 PM - Budget Work Session in Library Community Room  
4:00 PM - Finance Committee Meeting in Library Community Room  
7:00 PM - County Commissioners Meeting in Pasquotank County Courthouse

**Commissioner Meeting Agenda Summary**

**1. 7:00 PM – Call to Order in Courtroom C**

**2. Invocation**

**3. Pledge of Allegiance to the American Flag**

**4. Public Comments:**

A. Board of Equalization and Review

The Board will reconvene as the Board of Equalization and Review to hear appeals from taxpayers regarding their tax assessments and ask if there are any appeals to be heard. Patrice Stewart will present information on any appeals that are submitted.

The 2018 session of the Board of Equalization and Review may be adjourned for the purpose of receiving appeals after hearing all appeals.

**5. Amendments to the Agenda**

**6. Old Business**

**7. Consent Agenda:**

A. Approval of Minutes of May 7, 2018 Commissioner Meeting Minutes

B. Approval of Tax Releases and Solid Waste Fee Releases

The Finance Committee has recommended approval of the following tax releases and solid waste fee releases:

Tax Releases

		County	City
1.	North East Development	503.58	
2.	Quality Homes of Currituck	198.66	
3.	Edwin L. Garcia	115.78	99.79

Solid Waste Fee Releases

		Parcel ID #	Reason for Release
1.	Ginger Kelly	36-D-2	Vacant
2.	Ornie & Irene McPherson Heirs	57-A-46 & 47	Vacant
3.	Louis Sablon III	36-D-6	Vacant

C. Approval of Budget Amendments

The Finance Committee has recommended approval of the following budget amendment:

Library

Increase	013.0550.4839.00	Miscellaneous Revenue	1,500.00
Increase	013.6110.5500.00	Capital Outlay	1,500.00

Cooperative Ext.

Increase	010.0230.4370.00	State Grants	2,471.00
Increase	010.4950.5600.34	Grant-SHIIP	2,471.00

D. Adoption of Order Directing the Tax Administrator to Collect Taxes for the 2018-19 Fiscal Year

Attached is an Order the Board is required to adopt each year authorizing and directing the Tax Administrator to collect the 2018 taxes.

E. Permission to Provide Public Notice of Intent to Levy Sales Tax

Now that the ¼ cent sales tax referendum has passed the next step is for the board to provide 10 days public notice that it intends on passing a resolution levying the sales tax. Staff is requesting the board grant it permission to provide the necessary public notice and the resolution will be placed on the June 4th, 2018 agenda. After the resolution is passed a certified copy of the resolution and a certified copy of the election results of the referendum must be sent to the Department of Revenue. It is staff's opinion the tax will begin to be levied on October 1, 2018 with the first distribution to the county in January 2019.

8. New Business

9. County Manager's Reports

10. Internal and External Committee Reports and Proposals

11. County Attorney's Reports

12. Adjournment

NORTH CAROLINA  
PASQUOTANK COUNTY

ORDER OF THE BOARD OF COMMISSIONERS  
IN ACCORDANCE WITH G.S. 105-321  
FOR THE COLLECTION OF  
2018 TAXES

TO: THE TAX ADMINISTRATOR OF PASQUOTANK COUNTY

You are hereby authorized, empowered and commanded to collect the taxes set forth in the 2018 tax records filed in the office of the Pasquotank County Tax Administrator, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered and commanded to collect the 2018 taxes charged and assessed as provided by law for adjustments, changes and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Pasquotank County, and this order shall be a full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

WITNESS my hand and official seal, this 21<sup>st</sup> day of June, 2018.

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Chairman  
Pasquotank County Board of Commissioners

ATTEST:

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Clerk  
Pasquotank County Board of Commissioners