City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 7/9/2025

2. **Primary contact person and Department requesting agenda item:** Tony McDowell Finance

3. **Requested Council meeting date:** 8/26/2025

4. **Subject:** Annual Property Tax Settlement for Fiscal Year (FY) 2024-25 and Order of Collection to Tax Collector for the current fiscal year.

5. **Action Requested:** Motion to adopt a resolution approving the FY 2024-25 Annual Tax Settlement and adopting the Order of Collection for FY 2025-26.

6. **Note if time sensitive, and why:** Must be done but not time sensitive; can be moved to later meeting.

7. **Potential fiscal impact(s) - if known by staff at time of request:** None.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - In August 2023, City Council adopted an addendum to the tax collection agreement with Buncombe County with provisions recommended by legal staff at the University of North Carolina School of Government to ensure full conformity to the provisions of Chapter 105 of the North Carolina General Statutes, entitled The Revenue Act.
    - In accordance with these provisions and pursuant to NCGS § 105-373, the Tax Collector must provide to City Council an annual settlement of property tax collected in the previous fiscal year for approval; and pursuant to NCGS § 105-321, following approval of the Tax Collector's Annual Settlement for the preceding year an Order of Collection to the Tax Collector must be adopted authorizing the collection of the current fiscal year property taxes.