



HAYWOOD COUNTY
BOARD OF COMMISSIONERS

AGENDA REQUEST

***Must be presented to the County Manager's Office
NO LATER THAN 5 P.M. FRIDAY THE WEEK BEFORE THE MEETING***

DATE OF REQUEST: November 27, 2011

FROM: DBF

MEETING DATE REQUESTED: December 5, 2011

*Regular meetings: First (1st) Monday of the month at 9:00 am
Third (3rd) Monday of the month at 5:30 pm*

SUBJECT: RESOLUTION PROVIDING FOR ELECTRONIC LISTING AND EXTENDING THE TIME FOR FILING ELECTRONIC LISTINGS OF PERSONAL PROPERTY FOR PROPERTY TAX PURPOSES

REQUEST: For approval of the above

BACKGROUND: Haywood County Tax Office will enter into a contract with Taxscribe, a NC company to provide the ability for a property owner of personal/business property to list their taxes electronically via a secured website maintained by Taxscribe. A fee of \$4.95 per listing is charged to the property owner for use of this service. There is no cost to the county.

IMPLEMENTATION PLAN: Once the Resolution is adopted County Attorney Chip or Leon Killian will review the contract

FINANCIAL IMPACT STATEMENT: County will incur minimal cost due to software upgrades and the exchange of information between the county and Taxscribe.

SUPPORTING ATTACHMENTS: YES NO HOW MANY? 14

LIST: _____

If yes, one ORIGINAL ATTACHMENT, and 14 copies, copied front and back side of pages, stapled and three-hole punched must accompany the agenda request

PowerPoint Presentation: YES _____ NO _____

PERSON MAKING PRESENTATION AT MEETING: DBF

TITLE: _____

PHONE NUMBER: _____

E-MAIL: _____

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THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): _____

County Manager / Clerk to the Board Comments: _____

In an effort to save paper, attachments should be copied on both front and back sides.

**RESOLUTION PROVIDING FOR ELECTRONIC LISTING AND EXTENDING THE
TIME FOR FILING ELECTRONIC LISTINGS OF PERSONAL PROPERTY FOR
PROPERTY TAX PURPOSES**

WHEREAS, North Carolina General Statute § 105-310.1 authorizes Counties to permit electronic listing of personal property, and

WHEREAS, North Carolina General Statute § 105-307 permits the Board of County Commissioners to extend the deadline for filing electronic listings of personal property under G.S. § 105-304 to June 1, and

WHEREAS, North Carolina General Statute 105-311(b) authorizes electronic signature of personal property listings which are submitted electronically,

NOW THEREFORE BE IT RESOLVED as follows:

Section 1. The Haywood County Board of Commissioners hereby authorizes personal property listings to be submitted and signed electronically.

Sec. 2. The following procedures will apply to electronic tax filings. Electronic listings must be submitted online. Facsimiles will not be accepted as electronic listings. In order to file electronically, the taxpayer must use an electronic listing application approved by the County. To request an extension to electronically file personal property listings after January 31, the taxpayer must file an online request for extension of time during the month of January and must provide an Account ID provided by the County and associated with the location for which the extension is requested. Once an extension of time has been granted by the assessor, the electronic filing must be received by the Haywood County Assessor no later than April 15 in order to avoid late list penalties.

Sec. 3. This resolution shall be recorded in the minutes of the Haywood County Board of Commissioners and notice of the procedure and extension of time for electronic filing of personal property listings shall be published as required by G.S. § 105-296(c).

Sec. 4. This resolution is effective for all tax years after its adoption and at such time as the Assessor has the ability to implement a system for electronic listing.

Adopted by the Haywood County Board of Commissioners on the 5th day of December 2011.

Mark Swanger, Chairman

Attest:

Marty Stamey, Clerk to the Board