



# MEMORANDUM

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**To:** Mayor and Members of the City Council

**From:** Reginald Goodson, City Manager

**Date:** March 18, 2026

**Re:** Consideration – Authorization to Execute Contract for Fire Protection Services with Pasquotank County

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***BACKGROUND:***

The City of Elizabeth City has been providing fire protection to the Central Fire District in Pasquotank County since 1955. The City entered into a new fire protection contract with Pasquotank County in 2021, which will expire in June of 2026. The structure of the agreement is the same as the previous agreement, only the dollar amounts in the agreement and dates have changed. Please refer to the attached agreement for reference

***ANALYSIS:***

The revised agreement calls for the City to receive \$451,998 in FY 2026-2027, \$456,518 in FY 2027-2028 and \$461,083 in FY 2028-2029, \$465,694 for FY2029-2030, and \$470,351 for FY2030-2031, which is the last year of the agreement. If the County decides to continue the agreement past June 30, 2031, they must notify the City by December 31, 2030.

This item did appear on the County's March 16, 2026 meeting, and was subsequently approved.

***STAFF RECOMMENDATION:***

By motion, authorize Mayor E. Kirk Rivers to execute the attached Contract for Provision of Fire Protection Services to be effective July 1, 2026.

NORTH CAROLINA  
PASQUOTANK COUNTY

**AMENDMENT TO CONTRACT  
FOR PROVISION OF FIRE  
PROTECTION SERVICES**

THIS AMENDMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the CITY OF ELIZABETH CITY, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter called "City"), and PASQUOTANK COUNTY, a body politic and corporate existing under the laws of the State of North Carolina (hereinafter called "County").

**WITNESSETH:**

**WHEREAS**, the City and County entered into a "Contract for Provision of Fire Protection Services" ("Contract") dated December 13, 2017 that expired on June 30, 2021; and

**WHEREAS**, the City and County extended the Contract for an additional five (5) years from July 1, 2021 to June 30, 2026; and

**WHEREAS**, the City and County desire to extend the Contract for an additional five (5) years.

**NOW, THEREFORE**, in consideration of the promises and covenants contained in this Amendment, and other valuable considerations, the City and County amend the December 13, 2017 Contract for Provision of Fire Protection Service between the parties as follows:

**Section 1.**

Section 4 of the Contract for Provision of Fire Protection Services is amended as follows:

4. The County agrees to pay the following sums to the City in quarterly installments:
  - The sum of \$451,998.00 for the period July 1, 2026 through June 30, 2027.
  - The sum of \$456,518.00 for the period July 1, 2027 through June 30, 2028.
  - The sum of \$461,083.00 for the period July 1, 2028 through June 30, 2029.
  - The sum of \$465,694.00 for the period July 1, 2029 through June 30, 2030.
  - The sum of \$470,351.00 for the period July 1, 2030 through June 30, 2031.

If the County desires continuation of fire service after June 30, 2031, the County shall submit written notice to the City no later than December 31, 2030, at which time the City and County shall begin negotiating terms and continuation of City' fire service to County.

Except as herein amended all terms of the Contract between the parties dated December 13, 2017, remain in full force and effect.

ATTEST:

\_\_\_\_\_  
April Onley, City Clerk

(SEAL)

ATTEST:

\_\_\_\_\_  
Lynn B. Scott, Clerk to the Board

(SEAL)

\_\_\_\_\_  
Secretary

(SEAL)

\_\_\_\_\_  
Secretary

(SEAL)

\_\_\_\_\_  
Secretary

(SEAL)

\_\_\_\_\_  
Secretary

(SEAL)

**CITY OF ELIZABETH CITY**

By: \_\_\_\_\_  
Kirk Rivers, Mayor

**COUNTY OF PASQUOTANK**

By: \_\_\_\_\_  
Lloyd E. Griffin, III, Chairman  
Board of Commissioners

**PASQUOTANK-NIXONTON  
VOLUNTEER FIRE DEPARTMENT**

\_\_\_\_\_  
President

**PASQUOTANK-PROVIDENCE  
VOLUNTEER FIRE DEPARTMENT**

\_\_\_\_\_  
President

**WEEKSVILLE VOLUNTEER FIRE  
DEPARTMENT**

\_\_\_\_\_  
President

**INTER-COUNTY VOLUNTEER FIRE  
DEPARTMENT, INC.**

\_\_\_\_\_  
President

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Pasquotank County Finance Officer

Date: \_\_\_\_\_ Time: \_\_\_\_\_

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
City of Elizabeth City Finance Officer

Date: \_\_\_\_\_ Time: \_\_\_\_\_