



# MEMORANDUM

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**TO:** Members of the City Council

**FROM:** Mayor Joseph W. Peel

**DATE:** April 6, 2017

**REF:** Consideration – Appointment to Historic Preservation Commission

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***BACKGROUND:***

The Elizabeth City Historic Preservation Commission (HPC) consists of seven members appointed by the City Council. Commission members serve three year terms; and the normal tenure is two consecutive terms. Pursuant to City Ordinance, a majority of the Commission members must either be an owner, have a leasehold interest or reside in the City's Historic Districts and have a demonstrated special interest, experience or education in history, architecture, archaeology or a related field. If a member loses this designated status, the member's term is automatically terminated.

***ANALYSIS:***

Mr. Richard "Rick" Boyd was appointed to the Historic Preservation Commission on April 25, 2011 and was reappointed to a second term in 2014 that will expire on April 30, 2017. Since he has served two consecutive three-year terms, he is ineligible for reappointment at this time.

Attached, you will find an application for appointment completed by William S. "Billy" Caudle, III. Mr. Caudle lives in the Riverside Historic District. I believe his knowledge and love of historic preservation will serve him well as a member of the Commission. I recommend that the City Council appoint Mr. Caudle to serve a three year term beginning May 1, 2017 and ending April 30, 2020.

***MAYOR'S RECOMMENDATION:***

By ***motion*** and ***roll call vote***, appoint William S. Caudle, III to serve a three year term beginning May 1, 2017 on the Elizabeth City Historic Preservation Commission and expiring April 30, 2020.

JWP/vdw



# CITY OF ELIZABETH CITY Application for Board, Committee or Commission Appointment

PLEASE NOTE: This application is a public record under North Carolina law and will be shared with third parties upon request and without notice. If there is any information you do not want released to the public, please do not include it.

Is this application for appointment  or reappointment? \_\_\_\_\_

PLEASE TYPE OR PRINT CLEARLY:

1. Personal Information:

Name: William S. Caudle III (Billy)  
Mailing Address: 749 Riverside Ave Email: bcaudle@artsboa.com  
City and State Elizabeth City NC Zip Code 27909  
Telephone: Home: — Cell: 252-202-0558 Business: 252-338-0455

\*Sex: M \*Race: W \*Age: 52  
*\*This information is requested for the sole purpose of assuring that a cross-section of individuals is appointed to serve our community.*

Employed By: Arts of the Albemarle Current Position: Dir. of Arts in Education

2. Where do you reside?

In Elizabeth City's City Limits?  If so, which Ward? 1st

In Elizabeth City's Extraterritorial Jurisdiction (ETJ)? \_\_\_\_\_

In Pasquotank County outside Elizabeth City's ETJ? \_\_\_\_\_

3. Are you currently serving on another board, committee or commission appointed by the City of Elizabeth City? If so, please identify:

no

PLEASE NOTE: No resident of the City of Elizabeth City may serve in more than two appointed positions at one time in City of Elizabeth City government, unless exempted by nature of the position he or she may hold in governmental service.

4. If you previously served on a City board, committee or commission, did you fulfill your term to completion? 2014

I served on the ECDI board. Term ended approx. 3 years ago.

5. Please indicate by number your order of preference in serving on the following boards, committees or commissions:

- Alcoholic Beverage Control Board
- EC/PC Airport Authority
- Board of Adjustment
- Community Relations Commission
- Elizabeth City Housing Authority
- Historic Preservation Commission
- Central Communication Advisory
- Joint Animal Control Board

- Planning Commission
- Personnel Appeals Committee
- Parks and Recreation Advisory Board
- Senior Citizen Advisory Committee
- Storm Water Advisory Board
- Tourism Development Authority
- Urban Forestry Commission

6. List below any experience or qualifications you have that are relevant to the board/committee/commission for which you are applying. (Use additional sheet, if necessary.)

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**Applicant Statement:**

I understand that I am applying for appointment to a board, committee or commission for the City of Elizabeth City; that I will be required to take an oath of office to uphold the constitutions of the United States and North Carolina and the laws of the same, if appointed; that I will be required to meet the attendance and training requirements of the City if I am appointed, and may be removed from office for failure to meet attendance requirements; that for members of those boards, commissions or committees established by the City Council as requiring annual disclosure, completion of the City's General Disclosure Form, required by Section 2-114 of the City's Code of Ethics Conflict of Interest Ordinance shall be completed by February 1 of each year; and that my application will remain on file for consideration for a period of three (3) years, after which time I will need to file a new application. I agree to comply at all times with all requirements of the office for which I am applying.

By my signature below, I hereby certify that all the information contained herein is true to the best of my knowledge and belief.

Date: 4-4-2017 Signature: Walter B. Caudle

**PLEASE SUBMIT THIS APPLICATION TO:**  
City Clerk's Office  
P. O. Box 347  
Elizabeth City, NC 27909  
Fax: (252) 337-6956  
Phone: (252) 337-6955  
Email: [vwhite@cityofec.com](mailto:vwhite@cityofec.com)

OFFICE USE ONLY	
Residence	_____
_____ Inside	_____
_____ ETJ	_____
_____ County	_____
Appointed:	_____
Term:	_____
Date	_____