



MEMORANDUM

TO: Members of the City Council

FROM: Mayor Joseph W. Peel

DATE: June 21, 2016

REF: Consideration – Re-appointments to the Tourism Development Authority

BACKGROUND:

The Tourism Development Authority (TDA) consists of nine members; one County Commissioner; one City Councilor; two members from the hotel/motel industry recommended by the hotel/motel industry and appointed by the Commissioners; one City appointment made by the Commissioners on the recommendation of the City; three County appointments; and one appointment from the hotel/motel industry based on a joint recommendation of the City and County. Pasquotank County makes all appointments to the Authority.

ANALYSIS:

Gwen Sanders serves on the TDA as the Elizabeth City appointee. Her current term expires on June 30, 2016; and she has expressed an interest in continuing to serve. Ms. Sanders is employed by ECSU and has been valuable in representing the events and interests of the University. She has completed an application for reappointment (attached).

Maureen Donnelly is the joint City/County appointee and her term also expires on June 30, 2016. Pasquotank County has already voted to reappoint Ms. Donnelly as the joint City/County appointee (see letter attached).

MAYOR'S RECOMMENDATION:

1. **By motion and roll call vote**, recommend to the Pasquotank County Board of Commissioners that Gwen Sanders be reappointed as the City representative on the Tourism Development Authority for a two-year term expiring on June 30, 2018.
2. **By motion and roll call vote**, recommend to the Pasquotank County Board of Commissioners that Maureen Donnelly be reappointed as the joint City/County representative on the Tourism Development Authority for a two-year term expiring on June 30, 2018.

COMMISSIONERS

Joseph S. Winslow, Jr., Chairman
Cecil Perry, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Dr. William R. Sterritt
Frankie Meads
Bettie J. Parker



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JUN 13 2016

COUNTY MANAGER
Rodney Bunch
COUNTY ATTORNEY
R. Michael Cox
CLERK TO THE BOARD
Lynn Scott

COUNTY OF PASQUOTANK

Post Office Box 39
Elizabeth City, North Carolina 27907-0039
(252)335-0865
Fax (252)335-0866

June 7, 2016

Mr. Rich Olson, City Manager
City of Elizabeth City
P.O. Box 347
Elizabeth City, NC 27907-0347

Dear Rich:

The Pasquotank County Board of Commissioners, meeting on June 6, 2016, voted to reappoint Maureen Donnelly as the joint city-county appointee to the Tourism Development Authority, contingent upon approval of the City Council. Susan Hartley has informed us that Ms. Donnelly has expressed an interest in continuing to serve on the board. Ms. Donnelly's current term will expire on June 30, 2016 and her reappointment would be for a two year term expiring June 30, 2018.

Please advise us of City Council's decision regarding the reappointment of Ms. Donnelly or the nomination of another individual to take her place.

If you have any questions, please do not hesitate to contact me.

Sincerely yours,

Rodney Bunch
County Manager

RB/lls

cc: Christina Rehklaue



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: GWENDOLYN SANDERS
Mailing Address: 1509 EMERALD LK Cir #209 Email: gsanders@ecsu.edu
City and State: Elizabeth City, N.C. Zip Code 27909
Telephone: Home: 252-335-1336 Cell: 301-943-7738 Business: 252-335-3226
*Sex: Female *Race: AFRICAN AMERICAN *Age: 60

**This information is requested for the sole purpose of assuring that a cross-section of individuals is appointed to serve our community.*

Employed By: Elizabeth City State Univ. Current Position: Sec. of the Univ.

2. Where do you reside?

In Elizabeth City's City Limits? If so, which Ward? 2nd

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? Yes

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.)

I have served on the Tourism Development Authority for several years. This collaboration has proven to be beneficial to the University. We are always seeking joint opportunities that will enhance the University and the city.

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: 6/15/16 Signature: Guendalyn Sanders

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

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