



# MEMORANDUM

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**TO: Members of City Council**

**FROM: Joseph W. Peel, Mayor**

**DATE: September 19, 2013**

**REF: Appointment to Planning Commission**

**Background:**

Mr. Johnnie Jones was appointed to the Planning Commission in February, 2013. Mr. Jones has moved out of the area, thereby leaving a vacancy on the Planning Commission.

**Analysis:**

The Planning Commission has a total of seven members with five members being appointed by the City Council and two appointed by the County Commissioners. At the present time, there is a vacancy to fill the unexpired term of Mr. Johnnie Jones. His term was a four year term ending February 2017. I have spoken with Mr. O'Neal and he has expressed an interest in serving on the Planning Commission. Mr. O'Neal presently resides at 112 Schwarzkopf Drive, Elizabeth City.

**Staff Recommendation:**

By motion: Confirm the appointment of Mr. Carlton M. O'Neal to fill the unexpired term of Mr. Johnnie Jones with the term expiring February, 2017.



CITY OF ELIZABETH CITY
Application for Boards and Committee Appointments

Please indicate by number your preference to serve on any of the following boards & committees:

- Alcoholic Beverage Control Board
Airport Authority
Board of Adjustments
Historic Preservation Commission
Housing Authority
Community Relations Commission
Planning Commission
P.C&CC Library Board
Recreational Advisory Board
Senior Citizen Advisory Board
Tourism Board

Name: Carlton M ONeal
Home Address: 112 Schwarzkopf Dr.
City and State: Elizabeth City, N.C. Zip Code: 27909
Telephone: Home: 252-334-1558 Cell: 333-4597

\*Sex: M \*Race: Blk \*Age: 76
\*This information is requested for the sole purpose of assuring that a cross-section of the community is appointed.

Employed By: Occupation: Retired

Are you currently serving on another Board, Committee or Commission appointed by the City? If so, please list: NO

List below any experience/qualifications you have relevant to the Board/Committee/Commission for which you are applying.
Worked in manufacturing & Planning orders

Do you live in the Corporate Limits Yes ETJ or County

Date: 9-5-2013 Signature: Carlton M ONeal

PLEASE SUBMIT THIS APPLICATION TO:
City Clerk's Office
P. O. Box 347
Elizabeth City, NC 27907-0347
Fax: (252) 337-6956
Phone: (252) 337-6955 or (252) 338-3981 Ext. 221
E-mail: dpierce@cityofec.com

Office Use Only
Residence:
[ ] Inside
[ ] ETJ
[ ] County
Appointed:
Term:
Date:

Email: omyear1@gmail.com