



# MEMORANDUM

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

**From:** Montre' Freeman, City Manager

**Date:** March 24, 2023

**Subj:** Consideration – Authorize Executive of EDC Contract

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***BACKGROUND / ANALYSIS:***

The Elizabeth City – Pasquotank County Economic Development Commission has retained the services of Scott Hinton, effective December 7, 2022. Mr. Hinton has served as the Elizabeth City Airport Manager for some time, and will remain an employee of the Airport; however, the EDC will be paying for his services and economic development duties.

This agreement must be consented to by both the City and County and executed by all parties. The County brought the matter forward during their March 20, 2023 meeting and have executed their portion and have now delivered the document to the City for our approval.

***STAFF RECOMMENDATION:***

By motion, authorize Mayor Kirk Rivers to executive the EDC's contract retaining the services of Mr. Scott Hinton.