

# REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

**Tracking Number:** 1b.

**Date of Request:** March 3, 2008

**Date Request Received:** March 3, 2008

**Board Meeting Date Requested:** March 17, 2008

**Board Meeting Date Assigned:** March 17, 2008

**Short Title:** Recognition And Congratulations To Ms. Mary Ann Briley, Clerk Of Court, For Over Thirty-Five Years Of Service To Pender County Citizens.

**Request Status:**

- Request is proceeding to Board of Commissioners
- More information is needed – see attached
- Request on hold – no further information needed
- Other:

**Background:** The Board of Commissioners has a long standing tradition of publicly recognizing and congratulating retiring employees for their years of service to the County.

**Specific Action Requested:** Recognize Ms. Briley and present her with a plaque.

*(Administrative Use Only)*

**Requested by:** Williams/Tate  
**Department:**  
**Title:** Commissioners  
**Contact Phone:** 259-1200  
**Contact Fax:**

**CONTRACT TYPE**

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
  - Federal Grantor
  - State Grantor
  - Grant or
- County as Grantor
  - County Funds
  - Other Funds:
- Revision
- For Equipment

**PURCHASING**

**Date Rec'd:** Budgeted Item:  Yes  No  
 Reviewed and Approved  
 Comments on Reverse

**Date Sent:**

**Signed:**

**ATTORNEY**

**Date Rec'd:**  Reviewed and Approved  
 Legal Problem(s)  
 Comments on Reverse

**Date Sent:**

**Signed:**

**FINANCE**

**Date Rec'd:** Sufficient Funds  Available  Not Available  
 Budget Amendment Necessary  
 Budgeted Amendment is Attached  
 Comments on Reverse

**Date Sent:**

**Signed:**

**CLERK**

**Signature(s) Required:**  
 Board Chairman/County Manager  
 Other:

**Date Rec'd:** Approved by Board:  Yes  No  
At meeting on