

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 12

Date of Request: May 6, 2008

Date Request Received: May 13, 2008

Board Meeting Date Requested: May 19, 2008

Board Meeting Date Assigned: May 19, 2008

Short Title: Resolution Authorizing Signature Authority For Public Water Supply Extensions, Permit Applications, And Owner's Certifications On Behalf Of Pender County.

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

Background: As more developers construct water systems intended to be imminently or eventually connected to the County Water System, the County must review and approve various permit applications and Owner's Certifications on behalf of Pender County.

(Administrative Use Only)

Standard documentation is routinely delivered to the Public Utilities Office for signature in conjunction with water and sewer permits and construction. These applications are reviewed by the Public Utilities Director and the County Water Operator and when they are deemed "approved" they are generally forwarded to the County Manager's Office for signature.

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

Staff would like the flexibility to have the following individuals designated as authorized to sign these types of documents: County Manager, Assistant County Manager, Utilities Director, and the Water Operator (ORC).

PURCHASING Budgeted Item: Yes No
 Date Rec'd: Reviewed and Approved
 Assistant County Manager
 Public Utilities Director
 Date Sent: Water Operator (ORC) Assistant Cc
 Signed: Public Utilities Director
 Water Operator (ORC) Staff recommends approval

Staff recommends approval of this resolution.

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

Specific Action Requested: The Board of Commissioners is requested to authorize signature authority for County water and sewer permit applications.

Date Sent: Signed:

Requested by: Michael Mack
Department: Pender Utilities
Title: Utilities Director
Contact Phone: 910.259.1570
Contact Fax: 910.259.1579

FINANCE Sufficient Funds Available
 Date Rec'd: 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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

DM
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Pender Board of Commissioners that

the individuals holding the following positions are authorized to sign Public Water and Sewer Extension Permit Applications and Owner's Certifications on behalf of the County:

- County Manager
- Assistant County Manager
- Public Utilities Director
- Water Operator (ORC)

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Williams ___ Tate ___ Blanchard ___ Brown ___ Rivenbark ___

J. David Williams, Jr., Chairman 05/19/08
Date

Attest 05/19/08
Date