

REQUEST FOR BOARD ACTION/ CONTRACT CONTROL FORM

Tracking Number: 14.

Date of Request: October 3, 2008

Date Request Received: October 3, 2008

Board Meeting Date Requested: October 10, 2008

Board Meeting Date Assigned: October 10, 2008

Short Title: A Resolution Approving A Pender County Employee Residency Policy

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

Background: At the September 15, 2008 meeting the Board requested the County Manager draft a policy governing using employee residency. Two options are attached.

Option I provides that all County Department Heads, Assistant County Manager, and Manager reside within Pender County. For those existing employees that reside outside of Pender County, it gives them 3 years to establish residency within Pender County.

Option II also requires that all Department Heads and Managers reside in Pender County. However, for existing employees who reside outside of Pender County, it provides they relocate residency within the County only at such time as they may transfer to an equivalent or higher position. At such time, they have 12 months in which to establish residency in Pender County.

(Administrative Use Only)

CONTRACT TYPE

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

Specific Action Requested: To review and discuss, then consider a resolution to approve the policy attached, either as presented or as amended after discussion.

Requested by: Rick Benton
Department: County Manager's Office
Title: County Manager
Contact Phone: 910.259.1200
Contact Fax: 910.259.1402

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

Date Sent: _____
Signed: _____

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

Date Sent: _____
Signed: _____

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 of Option I or II, subject to BOCC discussion.

Initials

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

the proposed Option I [Option II] Pender County Policy Regarding Residency of County Employees be approved as presented (or as amended following discussion).

ADMENDENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

James David Williams, Jr., Chairman

Date

ATTEST

Date

RESIDENCY POLICY: OPTION I

This draft requires all department heads/managers to reside within Pender County. For existing employees who live outside Pender County, it requires them to relocate permanent residency to Pender County within 3 years of the effective date of this policy.

PENDER COUNTY

Policy Regarding Residency of County Employees

Purpose: To establish a policy governing residency for Department Head and Management employees of Pender County Government

Scope: This policy applies to the County Manager, Assistant County Manager, and all Department Head positions. For the purposes of this policy, Department Head positions shall include the following county departments: Elections, Emergency Management, Finance, Health, Housing, Human Resources, IT, Library, Parks & Recreation, Planning, Public Buildings, Public Works & Utilities, Register of Deeds, Sheriff, Social Services, Tax Assessor, Tax Collector, Tourism, Veterans.

Policy: All new employees who fall within the scope of this policy who accept employment with Pender County shall establish permanent legal residency within the County within twelve (12) months from the date of initial employment. Every employee who falls within the scope of this policy shall provide proof of residency (i.e. voter registration, driver's license, etc.) to the satisfaction of the County. This requirement is in addition to and not in substitution of any other condition of employment.

All existing employees (as of the effective date of this policy) who fall within the scope of this policy, but who reside outside of Pender County, shall establish permanent legal residency within the County within three (3) years from the effective date of this policy.

Effective Date: This policy shall supersede all previous County policies which relate to residency of county employees.

Adopted this the ____ day of _____, 2008.

RESIDENCY POLICY: OPTION II

This draft requires all department heads/managers to reside within Pender County. For existing employees who live outside Pender County, it requires them to relocate permanent residency to Pender County only when they transfer to another equivalent or higher position, and gives them 12 months from the date of transfer in which to relocate.

PENDER COUNTY

Policy Regarding Residency of County Employees

Purpose: To establish a policy governing residency for Department Head and Management employees of Pender County Government

Scope: This policy applies to the County Manager, Assistant County Manager, and all Department Head positions. For the purposes of this policy, Department Head positions shall include the following county departments: Elections, Emergency Management, Finance, Health, Housing, Human Resources, IT, Library, Parks & Recreation, Planning, Public Buildings, Public Works & Utilities, Register of Deeds, Sheriff, Social Services, Tax Assessor, Tax Collector, Tourism, Veterans.

Policy: All new employees who fall within the scope of this policy who accept employment with Pender County shall establish permanent legal residency within the County within twelve (12) months from the date of initial employment. Every employee who falls within the scope of this policy shall provide proof of residency (i.e. voter registration, driver's license, etc.) to the satisfaction of the County. This requirement is in addition to and not in substitution of any other condition of employment.

Employees who fall within the scope of this policy, but who are not a resident of Pender County as of its effective adoption date, shall be exempt from this residency requirement, except at such time as they may transfer to an equivalent or higher level management position. In such cases, the employee shall establish residency within Pender County within (12) months of the date of such transfer.

Effective Date: This policy shall supersede all previous County policies which relate to residency of county employees.

Adopted this the ____ day of _____, 2008.