

# REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 2.

Date of Request: November 10, 2008

Date Request Received: November 10, 2008

Board Meeting Date Requested: November 17, 2008

Board Meeting Date Assigned: November 17, 2008

**Short Title:** Recognition And Congratulations To Ms. Joyce M. Swicegood, Register Of Deeds, For Twenty 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. Swicegood and present her with a plaque.

(Administrative Use Only)

Requested by: Glenda Pridgen  
Department: County Manager's Office  
Title:  
Contact Phone: 259-1200  
Contact Fax:

## CONTRACT TYPE

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

**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