



REQUEST FOR BOARD ACTION

ITEM NO. 11

DATE OF MEETING: April 7, 2015

REQUESTED BY: Kyle M. Breuer, Director, Planning and Community Development

SHORT TITLE: Approval of the Hiring of a Part-Time Planner II for a Period Not to Exceed June 30, 2015

BACKGROUND: The Pender County Planning and Community Development Department is undergoing the development and installation of new permitting software. The process of working with the vendor has been ongoing since May, 2014. Since that time, there has been staff turnover, specifically the Senior Planner position, which was responsible for working with the vendor to develop and tailor the software based on Pender County processes. Due to the turnover presented, it is imperative that we keep the project on schedule and additional assistance is being requested to assure schedules and milestones are being met. The part-time position requested will be paid based on the Planner II pay and classification rating. Cost of the position will be directly related to the amount of time needed to keep the project on track. Due to the previous turnover in the Department, funds are available within the current salaries line item and additional funds outside of the current budgeted funds will not be necessary.

SPECIFIC ACTION REQUESTED: To approve the hiring of a part-time Planner II for the duration of the 2014/2015 fiscal year. During the budget meetings this fiscal year, the disposition of the position will be discussed if it is still needed.