



Kenai Peninsula Borough
Legal Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor 

FROM: Kim Saner, Human Resources Director 
Colette Thompson, Borough Attorney

DATE: June 18, 2019

RE: Resolution 2019- 039, A Resolution Authorizing Changing the Assistant Borough Attorney Position to a Deputy Borough Attorney Position (Mayor)

The workload in the legal department has been increasing over the last several years and is not expected to decline in the foreseeable future. Current attorneys in this department include the Assistant Borough Attorney, the Deputy Borough Attorney and the Borough Attorney. Converting the assistant attorney position to a deputy attorney would recognize the increased level of responsibility needed of this position for the additional complexity of projects and increased independence required. It also requires more experience than was expected of an attorney at the assistant level. This structure was in place years ago when the legal department was staffed with two Deputy Borough Attorneys and the Borough Attorney. In accordance with KPB 3.04.115 this resolution would authorize converting the Assistant Borough Attorney position to that of a Deputy Borough Attorney, which requires assembly approval of all administrative positions. No additional funds are needed this fiscal year for this change.

This is submitted as a laydown item as the department is in the process of hiring a new deputy attorney, which brought to the forefront the need for this change.

Your approval would be appreciated.