

Introduced by: Mayor
Date: 02/21/23
Hearing: 03/14/23
Action: Enacted
Vote: 8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-49**

**AN ORDINANCE AMENDING THE SEWARD BEAR CREEK FLOOD SERVICE
AREA PROGRAM LEAD JOB DESCRIPTION, APPROVING A FULL-TIME
PROGRAM MANAGER POSITION, AND APPROPRIATING NECESSARY FUNDS
FOR THE POSITION**

WHEREAS, KPB 16.50.090 authorizes the Seward Bear Creek Flood Service Area (“service area”) to provide flood protection, planning and mitigation services; and

WHEREAS, KPB 16.50.140 provides that the administrative officers of the service area will be held accountable to the mayor and the board only; and

WHEREAS, updating the Program Lead position to the title of Program Manager will facilitate proper execution of the duties of the administrative officer of the service area; and

WHEREAS, as the chief administrative officer of the service area, the Program Manager will be charged with the full-time administration of flood mitigation programs and projects within the service area as well as the managerial oversight of staff; and

WHEREAS, on February 13, 2023, the service area board unanimously recommended approval of amending the Program Manager job description and to appropriate \$19,895 from the Seward Bear Creek Flood Service Area Fund fund balance to fund the Program Manager position for the remainder of the fiscal year;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the attached job description for the full time Seward Bear Creek Flood Service Area Program Manager is approved and incorporated by reference.

SECTION 2. That the salary and benefits of the Program Manager remain within the limits of the Borough’s pay and benefits plan.

SECTION 3. That funds in the amount of \$19,895 are appropriated from the Seward Bear Creek Flood Service Area Fund fund balance to the accounts listed below to provide the necessary funds to fund the Program Manager Position for the remainder of the fiscal year:

SERVICE AREA PROGRAM MANAGER:

259.21212.00000.40110	Regular Wages	\$ 13,798
259.21212.00000.40210	FICA	975
259.21212.00000.40221	PERS	2,710
259.21212.00000.40321	Healthcare	1,060
259.21212.00000.40322	Life Insurance	9
259.21212.00000.40410	Leave	1,013
259.21212.00000.43110	Cell Phone	330
		<hr/> \$ 19,895 <hr/>

SECTION 5. That this ordinance shall be effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 14TH DAY OF MARCH, 2023.

Brent Johnson

Brent Johnson, Assembly President

ATTEST:

Michele Turner

Michele Turner, CMC, Acting Borough Clerk



Yes: Chesley, Cox, Ecklund, Elam, Hibbert, Ribbens, Tupper, Johnson

No: None

Absent: Derkevorkian