



KENAI PENINSULA BOROUGH

North Peninsula Recreation Service Area
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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Kelly Cooper, Assembly President
Kenai Peninsula Borough Assembly Members

THRU: Mike Navarre, Borough Mayor *MN*

FROM: Craig Chapman, Finance Director *C Chapman*
Stormy Brown, Human Resources Director *SB*
Rachel Parra, NPRSA Director *R*

DATE: February 2, 2017

SUBJECT: Ordinance 2016-19-23, Appropriating \$35,000 from the North Peninsula Recreation Service Area Operating Fund for Additional Personnel Cost (Mayor)

During the first half of the FY17 budget cycle, the North Peninsula Recreation Service Area ("NPRSA") had a number of regular position vacancies. As part of the job posting process to recruit for replacements, and with the assistance of the KPB Human Resources Department, the existing job descriptions were reviewed, revised as necessary, and regraded through the reclassification process defined within the collective bargaining agreement. The revised job descriptions now more accurately reflect current job responsibilities and commensurate pay ranges. The revisions affected four supervisory positions currently budgeted in the service area.

The financial impact during FY17 resulting from the re-classification process for these four positions is \$44,458. NPRSA is requesting approval of this supplemental appropriation of \$35,000 for additional personnel costs for FY17.

The North Peninsula Recreation Service Area Board of Directors unanimously approved this ordinance during its regular board meeting on January 23, 2017.

Your approval of this ordinance would be appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No:	<u>225.27910 (FB)</u>
Amount:	<u>\$35,000.00</u>
By:	<u><i>pp</i></u> Date: <u>1/26/17</u>