

KENAI PENINSULA BOROUGH

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Johni Blankenship, CMC
Borough Clerk

MEMORANDUM

TO: Assembly President Gary Knopp
Kenai Peninsula Borough Assembly Members

FROM: Johni Blankenship, Borough Clerk

DATE: August 16, 2011

RE: Ordinance 2011-10 (Smith) Substitute

The following motion to amend, made by Assembly Member Murphy, is on the floor from the June 7, 2011 Regular Assembly meeting:

SECTION 2. That KPB 3.04.130 is hereby amended as follows:

3.04.130. Pay Plan and Benefits Plan—Administrative service.

A. [EXCEPT AS PROVIDED IN PARAGRAPH B BELOW, T] The assembly shall annually, prior to adoption of the annual budget, [FROM TIME TO TIME,] adopt [EITHER THROUGH THE APPROVED ANNUAL BOROUGH OPERATING BUDGET OR] by separate resolutions, a pay plan and a benefits plan for administrative employees. The Mayor shall set actual salaries, within the limits of the pay plan.

[B. THE SALARY SCHEDULE FOR APPENDIX A PERSONNEL MAY ONLY BE AMENDED BY SEPARATE RESOLUTION AND NOT AS A PART OF THE ANNUAL BOROUGH BUDGET. THE MAYOR REMAINS AUTHORIZED TO SET ACTUAL SALARIES WITHIN THE LIMITS OF THE APPROVED SALARY SCHEDULE.]

[B. THE MAYOR SHALL PRESENT A RESOLUTION TO THE ASSEMBLY FOR APPROVAL OF CHANGES TO THE ADMINISTRATIVE PAY PLAN PRIOR TO ADOPTION OF THE ANNUAL BUDGET, INCLUDING COST OF LIVING ADJUSTMENTS AND PAY INCREASES. UNLESS OTHERWISE INDICATED, CHANGES TO THE PAY PLAN, COST OF LIVING ADJUSTMENTS, OR SALARY INCREASES FOR ADMINISTRATIVE EMPLOYEES MUST BE APPROVED BY RESOLUTION OF THE ASSEMBLY.

- C. WITHIN THE LIMITS OF THE PAY AND CLASSIFICATION PLANS, THE MAYOR SHALL SET THE SALARY AND PROBATION-PERIOD FOR SALARY SCALING FOR ADMINISTRATIVE EMPLOYEES WHO ARE CHANGING POSITIONS OR ARE NEW HIRES. THE MAYOR SHALL HAVE THE AUTHORITY, WITHIN THE LIMITS OF THE PAY PLAN, TO AWARD MERIT INCREASES WHICH ARE JUSTIFIED BY EXCEPTIONAL PERFORMANCE. AN EXCEPTIONAL PERFORMANCE MERIT INCREASE MAY ONLY TAKE EFFECT ON JULY 1, AND SHALL BE REPORTED TO THE ASSEMBLY PRIOR TO ADOPTION OF THE ANNUAL BUDGET.]