



KENAI PENINSULA BOROUGH

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**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Mark Dixon, Director of General Services *MD*

DATE: May 24, 2012

SUBJECT: Ordinance 2012-22, amending KPB 16.04.080 Administrative employees—
Appointment, qualifications, and removal, to clarify that all service area directors
including fire chiefs, whether employees or volunteers, are appointed by the
mayor

Full-time paid service area directors are appointed by the mayor from a list of recommended names provided by the service area board and are generally subject to removal by the mayor with a concurrent recommendation from the applicable service area board. However borough code is silent as to whether service area directors who are not full-time paid staff are appointed and removed by the mayor. The proposed ordinance would amend KPB 16.04.080 to clarify that all service area directors including fire and emergency service area chiefs, whether paid or volunteer, are appointed and subject to removal by the mayor. There is no proposed change as to the role of service area boards with regard to appointing or terminating service area directors.

The reason for the proposed change is to provide clarity as to roles and responsibilities, uniformity amongst the service areas and enable the mayor to efficiently exercise his responsibilities with regard to service area administration.