



KENAI PENINSULA BOROUGH

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**DAVID R. CAREY
BOROUGH MAYOR**

MEMORANDUM

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

THRU: David R. Carey, Mayor *DR Carey*

FROM: Mark Dixson, General Services Director *MD*

DATE: August 4, 2011

SUBJECT: Resolution 2011-~~087~~⁰⁸⁷, approving a personnel policy for all administrative employees, the borough clerk and the deputy clerk

KPB 3.04.160 in conjunction with KPB 21.10.020 and 21.10.060 that the assembly shall from time to time adopt a policy regarding the normal hours of work, holidays with pay, vacation leave with pay, sick leave, maternity leave, military leave, employee insurance coverage and other benefits with pay, or benefits without pay for administrative employees and the clerk and deputy clerk. Resolution 84-182 (substitute) most recently provided for administrative employees to receive essentially the same benefits as classified employees with few exceptions. Some members of the assembly and public have questioned the appropriateness of administrative employees having their benefits mirror those negotiated in the collective bargaining agreement. This resolution would approve a separate personnel policy for administrative employees, the clerk and deputy clerk.

Your consideration is appreciated.