



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: Susan Wilcox, Chief of Staff *SWilcox*

COPY: Mark Dixon, General Services Director

DATE: August 25, 2011

SUBJECT: Resolution: 2011 - 092, Establishing the Position of Deputy Chief in the Anchor Point Fire and Emergency Service Area

During the FY2012 budget approval process, the need to hire a Deputy Chief for the Anchor Point Fire and Emergency Service Area (APFESA) was recognized by the board, assembly members Mako Haggerty and Brent Johnson, and the Mayor's Office. The Deputy Chief is needed to provide support to the Chief in overall operations and training. The FY2012 budget was amended to include this position and no additional funds need to be appropriated to establish this position.

At the August 18, 2011, board meeting, the APFESA Board unanimously voted to approve the Deputy Chief position description, as presented by Human Resources. This resolution would approve the new position as recommended by the APFESA Board.

Your approval is respectfully requested.