

Introduced by: Mayor  
Date: January 21, 1975  
Hearing: February 18, 1975  
Vote: 103.84 to 36.16  
Action: ENACTED

KENAI PENINSULA BOROUGH

ORDINANCE NO. 75-6

AN ORDINANCE MAKING A SUPPLEMENTAL APPROPRIATION FROM SURPLUS FUNDS OF THE BOROUGH TO GENERAL GOVERNMENT OPERATIONS, LEGAL DEPARTMENT, TO PROVIDE FOR HIRING A SECRETARY FOR THE DEPARTMENT OF LAW, TOGETHER WITH AUXILIARY EXPENSES AND PURCHASE OF EQUIPMENT.

WHEREAS, the Department of Law has shared a secretary with the Mayor's office; and

WHEREAS, the growth of secretarial work in the Department of Law has made it impossible for one secretary to provide adequate secretarial service for both the Mayor's office and the Department of Law, and particularly with the increased work load caused by hire of an attorney to prosecute sales tax cases which requires preparation of a great many pleadings in each case; and

WHEREAS, estimates of an increased budget for the legal department on the hiring of an additional attorney to prosecute sales taxes were made at approximately \$45,000 at the time that the assembly approved such hire, but in making out the budget, the administration attempted to restrain the increase to approximately \$30,000 by not providing for hire of a secretary and additional equipment; and

WHEREAS, time has shown that personnel now available cannot efficiently handle the load, and the work of the Assistant Attorney is being hampered by not being able to secure sufficient secretarial service; and

WHEREAS, the borough anticipates a surplus of funds from its interest on investments in excess of projections; and

WHEREAS, sales tax prosecutions, an increase in court work, development of solid waste facilities which has increased work in the Legal Department, and other increases in legal matters indicate that it is

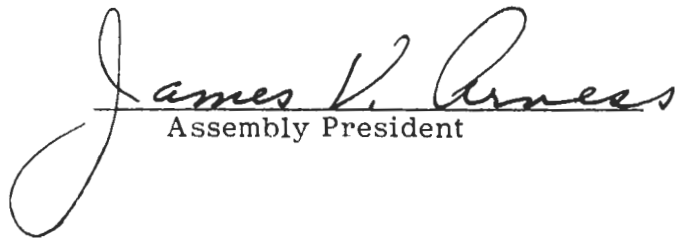
now essential to provide funding for the balance of the fiscal year for additional secretarial help in this area in the amounts indicated in the attached table; Now Therefore,

BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:


Section 1. The sum of \$7,057.00 is hereby appropriated to general government operations, Legal Department, from surplus funds of the borough in order to provide funds for salary, auxiliary expenses, and necessary equipment for hiring of a secretary for the Department of Law.

Section 2. This ordinance takes effect the day after enactment.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 18 DAY OF February, 1975.

  
Assembly President

ATTEST:

  
Borough Clerk

KENAI PENINSULA BOROUGH  
SUPPLEMENTAL APPROPRIATION REQUEST  
LEGAL DEPARTMENT

<u>SALARIES</u>	<u>PER MONTH</u>	<u>MONTHS</u>	<u>TOTAL</u>
Secretary I (10B)	\$ 931	5	<u>\$4,655</u>

<u>BENEFITS</u>	<u>BASE</u>	<u>RATE</u>	<u>TOTAL</u>
FICA	\$ 4,655	5.85%	\$ 272
Workmen's Comp.	4,655	\$.27/\$100	13
Health	1	\$20.10/5	101
Life	12,000	.40/M/5	24
Retirement	4,655	8.00%	372
			<u>\$ 782</u>

MATERIAL & SUPPLIES \$ 600

EQUIPMENT

Desk	\$ 500
Transcriber	520
	<u>\$1,020</u>

