

Introduced by: Mayor
Date: November 7, 1989
Vote: YES 13 NO 2
Action: ADOPTED

KENAI PENINSULA BOROUGH
RESOLUTION 89-127 (SUBSTITUTE)

MODIFYING THE MAYOR'S ADMINISTRATIVE ASSISTANT'S DUTIES.

WHEREAS, the current and future activities with which the mayor is involved requires a position responsible for coordinating activities of borough departments as well as the flow of information to and from the mayor; and

WHEREAS, the administrative assistant will continue to function as the the borough's lead legislative liaison but will no longer be stationed in Juneau during the legislative session; and

WHEREAS, this change should result in a more organized, efficient and coordinated administration;

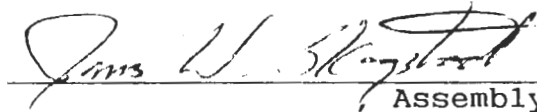
NOW THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. That the duties of the administrative assistant are modified and the attached job description is approved and incorporated by reference.

Section 2. That the maximum salary for this revised position is \$47,692.

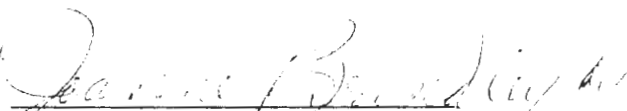
Section 3. That this resolution takes effect immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH ON THIS 7th DAY OF November, 1989.



Assembly President

ATTEST:



Borough Clerk

