

SUBJECT: AUTHORIZING THE BOROUGH MANAGER TO UPGRADE ONE PLANNER I POSITION TO A PLANNER II POSITION USING EXISTING OPERATING FUNDS WITHIN THE DEPARTMENT OF PLANNING AND LAND USE.

AGENDA OF: August 6, 2019

ASSEMBLY ACTION:

*Approved under Consent agenda
8-6-19 [Signature]*

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY *[Signature]* JOHN MOOSEY, BOROUGH MANAGER: *[Signature]*

Route To:	Department/Individual	Initials	Remarks
	Originator	<i>EP</i>	
	Planning and Land Use Director	<i>EP</i>	
	Finance Director	<i>Burd</i>	for Cheyenne
	Borough Attorney	<i>JA for N.S.</i>	7/26/19
	Borough Clerk	<i>JM</i>	7/29/19 <i>[Signature]</i>

ATTACHMENT (S): Fiscal Note: Yes X No

SUMMARY STATEMENT:

The increasing work-load of the Planning Division, stemming from continued growth in the Borough, increasing State and Federal statutory requirements, the vacancy of two key positions, and the elimination of the Planner III position from the division budget has resulted in the need to change one of the two Planner I positions to a Planner II position.

The Planning Division is currently facilitating several long range planning efforts including the update to the Borough Wide Comprehensive Land Use Plan, the Hazard Mitigation Plan and the Historic Preservation Plan, as well as the reorganization of Title 17 Zoning to Title 30. In addition, based on the projects requested by the Assembly, the eight boards and commissions that we continue to staff, and other code and upcoming Federal statutory

requirements we anticipate (i.e. MPO Status, Stormwater MS4 Permitting requirements) Planning cannot accomplish what is needed with three Planner II's and two Planner I's. This is particularly true with the upcoming State of Alaska Board of Fish meetings in February, and need for the Fish and Wildlife Commission and the extra tasks required of our internal staff.

To accommodate the elimination of the key position of Planner III, as well as meet the tasks in the department's work plan, it is requested that one of the two existing Planner I positions funded in the Planning Division budget be changed to a Planner II. No new positions are being requested. The Planning Department operating budget will absorb funding for this change. See the analysis from the Finance Department:

100-130-130 PLANNING - PLANNING & LAND USE								
Title	GL Code	Status	New Grade	New Step	Employee Type	Proposed Annual Salary	Total Benefits	Total Wage and Benefits
PLANNER I	100-130-130	100.00%	M	1	REG	56,601.53	44,561.03	101,162.57
PLANNER II	100-130-130	100.00%	O	1	REG	62,477.51	46,753.36	109,230.87
Total Increase to Wages & Benefits*								8,068
* Total increase to wage and benefits will vary depending on the position's step level at the time of reclassification. Total increase range approximately \$8,100 to \$12,000.								

RECOMMENDATION OF ADMINISTRATION:

Staff respectfully recommends Assembly adoption of this request to change an existing Planner I to a Planner II position. No additional funding is being requested, a budget adjustment will be done using existing funds from the operating budget within 100-130-130.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: August 6, 2019

SUBJECT: Approval of change order for contract 18-064P, Construction Manager/General Contractor (CM/GC) Station 6-2 construction to F-E Contracting Inc. in the amount of \$156,750.00.

ORIGINATOR: Jeff Walden

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES <input type="radio"/> NO <input checked="" type="radio"/>
AMOUNT REQUESTED *	FUNDING SOURCE <i>FY2020 Operating Budget</i>
FROM ACCOUNT #	PROJECT #
TO ACCOUNT :	PROJECT #
VERIFIED BY: <i>Harsh Nuthing</i>	CERTIFIED BY:
DATE: <i>7/25/19</i>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						
---------	--	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other						
TOTAL						

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * *Funded out of Current approved budget, No new funds requested*

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

APPROVED BY: *Brady Smith for Cheyenne* DATE: *7/25/19*