

**RESOLUTION NO. 2011-151  
TO AMEND THE CITY OF RAPID CITY  
NON-UNION COMPENSATION PLAN BY MAKING THE FOLLOWING  
CHANGES TO THE POSITION OF FIRE ADMINISTRATIVE ASSISTANT**

WHEREAS, the Fire Chief has requested that the position of Fire Administrative Assistant be reclassified for the City of Rapid City; and

WHEREAS, the recommendation to change the grade to reflect the added duties and responsibilities of the Fire Administrative Assistant position.

NOW, THEREFORE, BE IT RESOLVED by the Rapid City Common Council to revise the non-union compensation plan by revising the below position classification description at the grade recommended.

**FROM:**

Job Title	Grade	Salary Minimum	Maximum
Fire Administrative Assistant	14	\$33,757	\$ 51,389

**TO:**

Job Title	Grade	Salary Minimum	Maximum
Fire Administrative Coordinator	16	\$37,279	\$56,715

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2011

MAYOR

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Finance Officer  
(SEAL)