

**RESOLUTION TO ESTABLISH ADDITIONAL STAFFING  
IN THE FINANCE DEPARTMENT**

WHEREAS, the Finance Officer has indicated that additional staffing will be necessary to provide the necessary services in the Finance Department; and

NOW, THEREFORE, BE IT RESOLVED by the City of Rapid City Council to authorize an increase of one full-time equivalent (FTE) for the remainder of the 2008 fiscal year.

Dated this \_\_\_ day of \_\_\_\_\_, 2008.

THE COUNCIL

---

ATTEST:

---

Finance Officer

(SEAL)

09/24/08cnd

TO: Council  
FROM: Jim Preston  
SUBJECT: Accounting Clerk I  
DATE: September 22, 2008

You approved adding a full time position in the Cashier's Office for FY 2009. Thank you very much. This position was added to replace a temporary employee who had been working in the office since early July. This temporary position was added to ease the burden of two full-time employees currently in the Cashier's Office. Increased work load has come from the year round swim center, credit cards, ice arena, ambulance service, occupancy tax, and septic system fees.

The temporary employee in the cashier's office quit last week. Instead of hiring a temporary employee for three months, I am asking the Council to approve a full time employee to start in FY 2008. This will eliminate the need to go through the hiring process, background check and training period a second time.

This position will be funded by the enterprise funds.

Cc: Mayor Hanks, Kevin Thom, Pauline Sumption, Connie Ewing