



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Meeting Agenda City and Borough Assembly

*Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Phyllis Hackett, Pete Esquiro, Mike Reif,
Benjamin Miyasato and Aaron Swanson*

*Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC*

Tuesday, January 14, 2014

6:00 PM

Assembly Chambers

Worksession: 5:00 PM to 5:50 PM

Quarterly Financial Presentation - Finance Department

[14-012](#)

Worksession - Quarterly Financial Presentation

Attachments: [Worksession Material](#)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[14-011](#)

Reminders and Correspondence

Attachments: [Reminders and Correspondence](#)

V. CEREMONIAL MATTERS

[14-005](#)

Proclamation: The Year of the Sitka Artist - Greater Sitka Arts Council

Attachments: [Proclamation](#)

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (time limits apply)

[14-009](#) Sitka High School Vocational Education Facility Project - Randy Hughey

Attachments: [SHS Vocational Ed Facility Project](#)

VII. PERSONS TO BE HEARD

Public participation on any item off the agenda. Not to exceed 3 minutes for any individual.

VIII. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

IX. CONSENT AGENDA

All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

A [14-007](#) Approve the minutes of the December 23, 2013 Assembly Meeting

Attachments: [Minutes Dec 23](#)

B [14-008](#) Reappoint Evy Kinnear to serve a three year term on the Sitka Convention and Visitors Bureau Board and appoint Jere Christner to serve a three year term on the Investment Committee

Attachments: [Board Appointment and Reappointment](#)

C [14-006](#) Approve liquor license renewal applications for: 1) American Legion Post #13, 2) Sea Mountain Restaurant & 19th Hole, 3) Nugget Restaurant, 4) Westmark Sitka Hotel, 5) House of Liquor, 6) Ludvig's Bistro, 7) Agave Mexican Restaurant, 8) Dove Island Lodge

Attachments: [Liquor License Renewals Jan 2014](#)

X. UNFINISHED BUSINESS:

XI. NEW BUSINESS:

New Business First Reading

D [ORD 13-47A](#) Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CBD District, Public Use Zone and Public Boat Harbors

Attachments: [Ord 2013-47A](#)

- E [ORD 14-01](#) Amending the official Sitka Zoning Map to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront
Attachments: [Ord 2014-01](#)
- F [ORD 14-02](#) Amending Sitka General Code at Chapter 9.20 entitled "Smoking in Public Places and Places of Employment" to modify Section 9.20.035 regarding prohibition of children in places where smoking is permitted
Attachments: [Ord 2014-02](#)

Additional New Business Items

- G [14-010](#) Approve Finance Director position reclassification
Attachments: [Finance Director Position Reclassification](#)

XII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIII. EXECUTIVE SESSION**XIV. ADJOURNMENT**

*Sara Peterson, CMC
Acting Municipal Clerk
Publish: January 10*



Legislation Details

File #: 14-012 **Version:** 1 **Name:**
Type: Item **Status:** AGENDA READY
File created: 1/8/2014 **In control:** City and Borough Assembly
On agenda: 1/14/2014 **Final action:**
Title: Worksession - Quarterly Financial Presentation
Sponsors:
Indexes:
Code sections:
Attachments: [Worksession Material](#)

Date	Ver.	Action By	Action	Result
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City and Borough of Sitka

Financial Review

January 14, 2014

City and Borough of Sitka
Financial Review
FY2014 General Fund Budget Execution Projection
Thru November 30, 2013

Planned Deficit Per Budget:	(675,000)
Budget Adjustments	(732,000)

Plus:

Revenues Exceeding Planned Levels	694,000
Unplanned Revenues (SRS)	464,000
Principal and Interest on School Bonds	
Now Paid By 1% sales Tax (Net)	381,000
Outlays less than Planned Levels (98%)	<u>335,000</u>
Equals Est. FY13 General Fund Budget Surplus	<u>467,000</u>

City and Borough of Sitka
Financial Review
FY2014 General Fund
Budget Adjustments

Pay Raise For	
Collective Bargained Employees	241,000
Extra Bed Tax to SCVB	46,000
Net Roll-Overs & Misc. Small Adjustments	<u>537,000</u>
Total Net Budget Adjustments	<u>732,000</u>

City and Borough of Sitka
Financial Review
FY2014 General Fund Budget

Major Components of Revenues Exceeding
Planned Levels:

Sales Tax Receipts	639,000
Property Tax Receipts	<u>55,000</u>
Total:	694,000

City and Borough of Sitka
 Financial Review
 General Fund Balance
 November 30, 2013 Versus 2012

	11/30/13	11/30/12	Difference
Net Available Cash	6,774,000	5,725,000	1,049,000
Working Capital	9,788,000	9,229,000	549,000
Unrestricted Fund Balance	5,175,000	3,989,000	1,186,000

Notes:

\$7,748,100 of cash and fund balance is designated for liquidity and emergency response

Net Available Cash equals cash plus investments less liabilities less all designated fund balances

**City and Borough of Sitka
Financial Review
Fund Net Income and Working Capital
FY2014 Interim Results Through October 31, 2013
(* Minor Funds Through September 30, 2013)**

Fund		Accrual Basis	Working Capital		Total
		Net Income/(Loss)	Designated For Capex	Undesignated Working Capital	
Electric Fund		11,070,531	19,474,790	7,796,757	27,271,547
Water Fund		378,893	867,498	(557,173)	310,325
Wastewater Fund		214,225	3,570,517	1,790,588	5,361,105
Solid Waste Fund		(40,825)	722,896	643,237	1,366,133
Harbor Fund		225,616	4,011,543	6,023,831	10,035,374
Airport Terminal Fund	*	73,351	63,913	737,401	801,314
Marine Service Center Fund	*	9,674	-	1,292,528	1,292,528
SMC Industrial Park Fund	*	26,243	-	805,068	805,068
MIS Fund	*	(34,083)	239,967	140,885	380,852
Central Garage Fund	*	184,561	313,931	1,479,385	1,793,316
Building Maintenance Fund	*	(171,465)	-	2,316,268	2,316,268
CPET Fund	*	(10,714)	1,659,876	-	1,659,876

Comments on Net Losses and Working Capital

- Net losses signify that depreciation expense (the decline in value of infrastructure) exceeds revenue and may signify that infrastructure replacement may eventually need to be funded by bonding and higher user fees.
- Negative undesignated working capital signifies that we have more approved spending for infrastructure than we have fund balance to pay for
- Net Income/and loss includes grant revenue. This was significant for the Electric Fund; Electric Fund grant revenue was \$10.4 million.
- Both of these situations are being addressed through long-term infrastructure plans, which seek to identify long-term infrastructure needs and determine the correct level of user fees necessary to finance the plan

Summary

- FY2013 is progressing according to plan for the General Fund and all major funds.
- A modest General Fund surplus is forecast which, by code, will be considered for transfer into the Public Infrastructure Sinking Fund in FY2015
- Additional planned annual increases in electric rates, water rates, wastewater rates, and harbor moorage rates are still required in order to achieve plan goals in future years. Furthermore, electric and moorage rates must be annually evaluated for bond rate covenant sufficiency.
- The financial position in two Enterprise Funds, the Water Fund and the Solid Waste Fund, bears attention and possible action.
 - Despite a series of rate increases, the financial position of the Water Fund is still weak. Despite positive overall working capital, the water Fund had negative cash as of October 31, in essence a net borrower from the Central Treasury. This is because project outlays must be made out of fund cash first, then reimbursed through grant reimbursements or State of Alaska loan disbursements.
 - The financial performance of the Solid Waste Fund is deteriorating, causing working capital to steadily decline. This is due to rising costs coupled with no user rate increases. It must be noted that most of Solid Waste Fund operations are contracted for, so rising contract costs, which are difficult to control, are accounting for cost increases.
- Final borrowing of \$18.5 million, in some form, will be required in 2014 in order to complete project funding for the Blue Lake Hydroelectric Dam Expansion.

Financial Statements

- You will find attached financial statements for the various significant funds of the City and Borough of Sitka. For the General Fund and for major Enterprise Funds for whom we report monthly results, information is through October, 2013; for minor Enterprise Funds and Internal Service Funds for whom we report quarterly, information is through the 1st Quarter (September)
- Financial reporting is shown in the custom reporting format designed by the Finance Department, which combines significant elements of the income statement, cash flow and working capital into one single page report. Traditional financial statements are produced monthly and are distributed to the Administrator and appropriate Department Heads.

Definitions of Key Terms

Working Capital - This is essentially what a Fund has to spend. It is defined as current assets less current liabilities, including the current portion of long term debt. Working capital already earmarked for capital expenditures or otherwise restricted is called Designated Working Capital; the remainder is Undesignated Working Capital.

Depreciation Expense - This is an estimation of the decline in value of a long lived asset, which is an expense. When a long lived asset is purchased, cash is paid but expense is not recorded; instead, expense is recorded gradually, over the life of the asset, to match its use against revenues earned in the same period. Most importantly, Depreciation Expense **IS NOT** the accumulation of cash to replace an asset; that is called a sinking fund and is part of Working Capital.

Fund Balance – This is the net assets of a fund. It is equal to total assets less liabilities. It is important to note that a Fund Balance is usually only partially in cash; the remainder may be made up of long lived assets, receivables, and other assets.

Definitions of Key Terms

Net Available Cash – This is equal to cash and investments, less liabilities and restricted or designated fund balances. This is similar to “cash on the barrelhead”.

EBI/EBID – These are accounting terms which measure earnings before certain expenses. EBI is Earnings Before Interest and measures earnings before interest expense. EBID is Earnings Before Interest and Depreciation, and is a rough measure of cash flow from operations.

Enterprise Fund – A fund which is run, and accounted for, similar to a private business. In such a fund, profit is measured and operations are accounted for on a full accrual basis.

Internal Service Fund - A fund which provides services to other funds. Such funds usually have no external source of revenue. Similar to an enterprise fund, profit is measured and operations are accounted for on a full accrual basis.

Note: The attached financial statements are for informational purposes only. They will not be discussed at the worksession Tuesday evening, however, if you have questions please don't hesitate to contact the Finance Director. Also, if you would like an enlarged copy of the statements please let the Clerk's Office know.

City and Borough of Sitka
General Fund
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	July 2013	August 2013	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	FY2014 YTD	FY2013 YTD	Y-T-L-Y Vari- ance
Revenues:															
Property Taxes	6,045,471	19,054	15,377	13,310	-	-	-	-	-	-	-	-	6,093,212	5,986,903	106,309
Sales Taxes	1,703,100	986,470	453,269	1,793,020	-	-	-	-	-	-	-	-	4,935,859	4,447,646	488,213
Bed Taxes	114,518	9,806	14,095	119,921	-	-	-	-	-	-	-	-	258,340	271,755	(13,415)
State Assistance	812,184	6,600	5,392	47,600	-	-	-	-	-	-	-	-	871,776	1,254,093	(382,317)
Federal Assistance	-	2,255	596,874	30,029	-	-	-	-	-	-	-	-	629,158	622,463	6,695
Transfer From Permanent Fund, Etc.	2,009	-	2,325	2,277	-	-	-	-	-	-	-	-	8,857	10,201	(1,344)
Interfund Billings	-	-	692,895	225,369	-	-	-	-	-	-	-	-	918,264	888,819	29,445
Other Operating Revenue	350,550	92,356	270,574	391,994	-	-	-	-	-	-	-	-	1,105,474	809,042	296,432
Total Revenue:	9,027,832	1,118,866	2,050,753	2,623,489	-	-	-	-	-	-	-	-	14,820,940	14,230,922	590,018
Outlays:															
Administrator	45,800	60,831	83,758	60,744	-	-	-	-	-	-	-	-	251,133	209,221	41,912
Attorney	17,277	16,335	32,091	23,713	-	-	-	-	-	-	-	-	91,416	87,841	3,575
Clerk	19,604	23,877	30,959	30,835	-	-	-	-	-	-	-	-	105,275	95,635	9,640
Finance	90,206	119,932	137,798	120,330	-	-	-	-	-	-	-	-	468,266	471,921	(3,655)
Assessing	15,796	17,714	21,027	19,138	-	-	-	-	-	-	-	-	73,675	66,935	6,740
Planning	12,118	17,416	20,325	20,471	-	-	-	-	-	-	-	-	70,330	73,394	(3,064)
General/Shared Expenses	119,599	33,718	133,740	171,641	-	-	-	-	-	-	-	-	458,698	349,808	108,890
Police	241,633	269,017	360,493	414,502	-	-	-	-	-	-	-	-	1,285,645	1,208,866	76,779
Fire	117,273	131,079	157,597	175,534	-	-	-	-	-	-	-	-	581,483	484,069	97,414
Public Works	214,030	235,288	313,843	282,522	-	-	-	-	-	-	-	-	1,045,663	970,495	75,168
Library	45,869	54,881	72,420	70,649	-	-	-	-	-	-	-	-	243,819	232,058	11,761
Centennial Building	24,370	25,450	33,291	48,358	-	-	-	-	-	-	-	-	131,469	122,655	8,814
Visitors Bureau/SR Citizen Center	78,051	1,467	10,684	133,725	-	-	-	-	-	-	-	-	223,927	80,760	143,167
Debt Service	-	-	-	-	-	-	-	-	-	-	-	5,030,799	5,030,799	60,081	4,970,718
School Support	460,627	460,627	470,627	460,626	-	-	-	-	-	-	-	-	1,852,507	1,913,840	(61,333)
Hospital Support	-	19,864	-	-	-	-	-	-	-	-	-	-	19,864	115,954	(96,090)
Fixed Asset Acquisition	8,594	-	6,875	4,077	-	-	-	-	-	-	-	-	19,546	29,304	(9,758)
Transfers To Other Funds	124,000	-	653,219	-	-	-	-	-	-	-	-	-	777,219	106	777,113
Total Cost of Sales:	1,634,847	1,489,476	2,538,747	2,036,865	-	-	-	-	-	-	-	5,030,799	12,730,734	6,572,943	6,157,791
Surplus/(Shortfall) of Revenues Over Outlays	7,392,985	(370,610)	(487,994)	586,624	-	-	-	-	-	-	-	(5,030,799)	2,090,206	7,717,979	(5,627,773)
	81.89%	-33.12%	-23.80%	22.36%	BDIV/DI	BDIV/DI	BDIV/DI	BDIV/DI	BDIV/DI	BDIV/DI	BDIV/DI	BDIV/DI	14.10%	54.01%	-39.50%
Unrestricted Fund Liquidity															
Beginning Unrestricted Liquidity:	3,341,614	10,705,819	10,325,688	9,863,857	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	3,341,614	9,939,503	(6,597,889)
Surplus/(Shortfall) of Revenues Over Outlays:	7,392,985	(370,610)	(487,994)	586,624	-	-	-	-	-	-	-	(5,030,799)	2,090,206	7,717,979	(5,627,773)
Other balance sheet changes:	(28,780)	(9,521)	26,163	81,910	-	-	-	-	-	-	-	-	69,772	(8,088,153)	8,157,925
Ending Unrestricted Liquidity:	10,705,819	10,325,688	9,863,857	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	5,501,592	5,501,592	9,569,329	(4,067,737)
Total Assets:	25,354,319	25,622,359	22,671,512	22,170,981	-	-	-	-	-	-	-	-	-	-	-
Less Advances to Other Funds:	(400,000)	(400,000)	(400,000)	(400,000)	-	-	-	-	-	-	-	-	-	-	-
Less Liabilities	(1,802,794)	(1,323,408)	(775,911)	(548,672)	-	-	-	-	-	-	-	-	-	-	-
Less CPLTD (Unreimbursed)	(291,000)	(291,000)	(291,000)	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal:	21,380,885	21,007,951	20,550,601	21,222,309	-	-	-	-	-	-	-	-	-	-	-
Less Reserved Amounts:															
Advances other Funds:	(832,413)	(832,413)	(832,413)	(832,413)	-	-	-	-	-	-	-	-	-	-	-
Title III Funds:	(520,742)	(520,742)	(520,742)	(520,742)	-	-	-	-	-	-	-	-	-	-	-
E911 Surcharge:	(162,315)	(162,315)	(162,315)	(162,315)	-	-	-	-	-	-	-	-	-	-	-
Liquidity Restriction:	(5,748,100)	(5,748,100)	(5,748,100)	(5,748,100)	-	-	-	-	-	-	-	-	-	-	-
Emergency Restriction:	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	-	-	-	-	-	-	-	-	-	-	-
Encumbrances:	(1,411,496)	(1,418,693)	(1,423,174)	(1,426,348)	-	-	-	-	-	-	-	-	-	-	-
Unrestricted Working Capital:	10,705,819	10,325,688	9,863,857	10,532,391	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	10,532,391	5,501,592			

City and Borough of Sitka
General Fund
Income Statement
For The Twelve-Month Trailing Period Ending October 31, 2013
(Unaudited)

	November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	TTM Ending 10/31/2013
Revenue:													
Property Taxes	(18,114)	12,645	15,058	14,541	(8,712)	43,920	9,987	39,330	6,045,471	19,054	15,377	13,310	6,201,867
Sales Taxes	826,545	215,378	796,006	616,943	209,342	785,625	731,735	464,376	1,703,100	986,470	452,999	1,793,020	9,581,539
Bed Taxes	5,578	1,229	24,947	2,822	1,786	29,674	8,477	7,890	114,518	9,806	14,095	119,921	340,743
State Assistance	524,203	15,438	263	275,143	58,383	252,057	89,437	871,717	812,184	6,600	5,392	47,600	2,958,417
Federal Assistance	8,524	33,821	-	976,645	42,983	2,978	(25)	78,989	-	2,255	596,874	30,029	1,773,073
Transfer From Permanent Fund	1,103,869	2,258	2,239	2,161	2,094	2,143	2,053	102,042	2,009	-	-	2,246	1,223,114
Interfund Billings	218,256	237,031	218,256	314,188	250,664	218,256	218,256	268,189	-	-	692,895	225,369	2,861,360
Other Operating Revenue	404,466	102,271	395,422	107,597	225,612	337,061	151,600	259,077	350,550	92,356	270,574	391,994	3,088,580
Total Revenue:	3,073,327	620,071	1,452,191	2,310,040	782,152	1,671,714	1,211,520	2,091,610	9,027,832	1,116,541	2,048,206	2,623,489	28,028,693
Outlays:													
Administrator	80,753	55,344	58,194	65,183	75,232	134,455	86,724	127,223	45,800	60,831	83,758	60,744	934,241
Attorney	30,282	21,651	18,648	28,550	29,814	30,751	41,006	48,535	17,277	18,335	32,091	23,713	340,653
Clerk	39,643	23,048	21,571	20,598	25,027	26,206	34,183	54,566	19,604	23,877	30,959	30,835	350,117
Finance	193,283	133,312	133,667	129,141	120,929	129,100	165,134	239,134	90,206	119,932	137,365	120,330	1,711,533
Assessing	25,206	19,267	18,343	17,689	19,554	18,255	27,163	37,460	15,796	17,714	21,027	19,138	256,612
Planning	27,900	19,516	20,619	19,527	23,842	19,982	26,340	39,323	12,118	17,416	20,325	20,471	267,379
General/Shared Expenses	44,736	41,116	89,946	28,384	37,268	86,855	26,667	67,512	119,599	33,718	133,740	171,641	881,182
Police	435,045	273,783	333,784	279,615	361,363	339,660	398,084	648,949	241,633	269,017	360,493	414,502	4,355,928
Fire	189,783	127,778	144,574	127,769	202,509	148,307	171,813	326,858	117,273	131,079	157,597	175,534	2,020,874
Public Works	344,304	217,353	291,536	224,925	324,782	224,868	410,630	622,597	214,030	235,268	313,843	282,522	3,706,658
Library	84,577	54,336	69,282	61,179	50,628	80,226	72,626	113,200	45,869	54,881	72,420	70,649	829,873
Centennial Building	48,698	28,686	33,052	28,901	27,090	34,930	38,436	85,271	24,370	25,450	33,291	48,358	456,533
4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898	4,372,898
Visitors Bureau/SR Citizen Center	75,970	2,116	91,439	2,072	5,357	75,303	15,468	11,856	78,051	1,467	10,684	133,725	503,508
Debt Service	739,625	-	-	-	372,171	-	107,226	52,144	-	-	-	-	1,271,166
433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974	433,974
School Support	475,668	443,362	443,362	934,822	528,562	443,362	443,362	474,448	460,627	460,627	470,627	460,626	6,039,455
Hospital Support	51,768	62,258	-	-	-	-	34,670	17,191	-	19,864	-	-	185,751
9.92%	-	-	-	-	12,200	-	-	4,318	8,594	-	6,875	4,077	36,064
Transfers To Other Funds	519,000	164,776	-	40,704	1,624,228	-	61,392	81,075	124,000	-	653,219	-	3,268,394
Total Cost of Sales:	3,406,241	1,687,702	1,768,017	2,009,059	3,840,556	1,792,260	2,160,924	3,051,660	1,634,847	1,489,476	2,538,314	2,036,865	27,415,921
Surplus/(Shortfall) of Revenues Over Outlays	(332,914)	(1,067,631)	(315,826)	300,981	(3,058,404)	(120,546)	(949,404)	(960,050)	7,392,985	(372,935)	(490,108)	586,624	612,772
	-10.83%	-171.18%	-21.75%	13.03%	-391.02%	-7.21%	-78.36%	-45.90%	81.89%	-33.40%	-23.93%	22.36%	2.19%

Unrestricted Fund Liquidity

Beginning Unrestricted Liquidity:	9,569,329	9,229,204	8,126,559	7,829,253	8,115,750	5,042,551	4,916,005	3,993,788	3,341,614	10,705,819	10,325,688	9,863,857	9,569,329
Surplus/(Shortfall) of Revenues Over Outlays:	(332,914)	(1,067,631)	(315,826)	300,981	(3,058,404)	(120,546)	(949,404)	(960,050)	7,392,985	(372,935)	(490,108)	586,624	612,772
Other balance sheet changes:	(7,211)	(35,014)	18,520	(14,484)	(14,795)	(6,000)	27,187	307,876	(28,780)	(7,196)	28,277	81,910	350,290
Ending Unrestricted liquidity:	9,229,204	8,126,559	7,829,253	8,115,750	5,042,551	4,916,005	3,993,788	3,341,614	10,705,819	10,325,688	9,863,857	10,532,391	10,532,391

City and Borough of Sitka
Electric Utility
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014

(Unaudited)

July 2013	August 2013	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	FY2014 YTD	FY2013 YTD	Variance
1,007,780	1,029,181	1,140,093	951,099	-	-	-	-	-	-	-	-	4,128,153	3,381,101	747,052
160	15,965	44,397	151,372	-	-	-	-	-	-	-	-	211,894	3,053	208,841
5,761	5,601	47,478	5,053	-	-	-	-	-	-	-	-	63,893	270,992	(207,099)
1,013,701	1,050,747	1,231,968	1,107,524	-	-	-	-	-	-	-	-	4,403,940	3,655,146	748,794
20,064	50,941	43,418	84,101	-	-	-	-	-	-	-	-	198,524	181,938	16,586
103,897	133,828	93,749	170,417	-	-	-	-	-	-	-	-	501,891	611,737	(109,846)
13,956	26,449	13,946	26,448	-	-	-	-	-	-	-	-	80,799	60,013	20,786
-	220	2,782	127	-	-	-	-	-	-	-	-	3,129	224	2,905
9,653	6,020	7,228	3,166	-	-	-	-	-	-	-	-	26,067	2,602	23,465
-	-	-	-	-	-	-	-	-	-	-	-	-	2,350	(2,350)
92,328	108,657	129,471	84,021	-	-	-	-	-	-	-	-	414,477	353,125	61,352
22,885	23,790	9,889	27,840	-	-	-	-	-	-	-	-	84,404	85,245	(841)
26,978	51,842	42,095	31,757	-	-	-	-	-	-	-	-	152,672	82,342	70,330
13,587	11,559	11,425	13,624	-	-	-	-	-	-	-	-	50,195	75,221	(25,026)
157,115	157,115	157,115	163,724	-	-	-	-	-	-	-	-	635,069	647,919	(12,850)
460,463	570,421	511,118	605,225	-	-	-	-	-	-	-	-	2,147,227	2,102,716	44,511
553,238	480,326	720,850	502,299	-	-	-	-	-	-	-	-	2,256,713	1,552,430	704,283
54.58%	45.71%	58.51%	45.35%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	51.24%	42.47%	8.77%
39,806	109,135	310,082	196,236	-	-	-	-	-	-	-	-	655,259	610,738	44,521
513,432	371,191	410,768	306,063	-	-	-	-	-	-	-	-	1,601,454	941,692	659,762
50.65%	35.33%	33.34%	27.63%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	36.36%	25.76%	10.60%
156,912	61,161	51,410	62,214	-	-	-	-	-	-	-	-	331,697	227,630	104,067
28,288	38,509	37,169	30,794	-	-	-	-	-	-	-	-	134,760	52,108	82,652
1,253,363	1,217,557	6,726,694	1,202,766	-	-	-	-	-	-	-	-	10,400,380	1,625,051	8,775,329
(301,500)	(328,708)	(328,708)	(328,708)	-	-	-	-	-	-	-	-	(1,287,624)	(759,544)	(528,080)
(27,534)	(27,534)	(27,534)	(27,534)	-	-	-	-	-	-	-	-	(110,136)	(113,808)	3,672
1,109,529	960,985	6,459,031	939,532	-	-	-	-	-	-	-	-	9,469,077	1,031,437	8,437,640
1,622,961	1,332,176	6,869,799	1,245,595	-	-	-	-	-	-	-	-	11,070,531	1,973,129	9,097,402
160.10%	126.78%	557.63%	112.47%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	251.38%	53.98%	197.40%
670,547	528,306	567,883	469,787	-	-	-	-	-	-	-	-	2,236,523	1,589,611	646,912
66.15%	50.28%	46.10%	42.42%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	50.78%	43.49%	7.29%
1.78	1.20	1.36	1.17	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	1.37	1.16	0.21
7,863,150	9,282,450	7,884,050	8,333,400	-	-	-	-	-	-	-	-	33,363,050	35,377,050	(2,014,000)
0.1282	0.1109	0.1446	0.1141	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0.1237	0.0956	0.0282
0.0586	0.0615	0.0648	0.0726	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	0.0644	0.0594	0.0049
1,780,076	1,489,291	7,026,914	1,409,319	-	-	-	-	-	-	-	-	11,705,600	2,621,048	9,084,552

153,750	153,750	153,750	153,750	-	-	-	-	-	-	-	-	-
232,639	232,639	232,639	232,639	-	-	-	-	-	-	-	-	-
1,393,687	1,102,902	6,640,525	1,022,930	-	-	-	-	-	-	-	-	-
765.17%	640.17%	3020.52%	605.80%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
1,393,687	1,102,902	6,640,525	1,022,930	-	-	-	-	-	-	-	-	-
157,115	157,115	157,115	163,724	-	-	-	-	-	-	-	-	-
1,236,572	945,787	6,483,410	859,206	-	-	-	-	-	-	-	-	-
9,140,277	10,336,482	7,132,672	7,366,031	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757
1,393,687	1,102,902	6,640,525	1,022,930	-	-	-	-	-	-	-	-	-
(197,482)	(4,306,712)	(6,407,166)	(592,204)	-	-	-	-	-	-	-	-	-
10,336,482	7,132,672	7,366,031	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757	7,796,757
34,223,907	25,276,716	23,691,888	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790	19,474,790
44,560,389	32,409,388	31,057,919	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547	27,271,547

615,000	590,000	25,000
930,556	90,884	839,672
10,160,044	1,940,164	8,219,880
1257.91%	2883.95%	-1626.03%
10,160,044	1,940,164	8,219,880
635,069	647,919	(12,850)
9,524,975	1,292,245	8,232,730
9,140,277	8,686,990	453,287
10,160,044	1,940,164	8,219,880
(11,503,564)	(3,345,909)	(8,157,655)
7,796,757	7,281,245	515,512
19,474,790	23,409,817	(3,935,027)
27,271,547	30,691,062	(3,419,515)

City and Borough of Sitka
Electric Utility
Income Statement
For The Trailing Twelve-Month Trailing Period Ending October 31, 2013

(Unaudited)

November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	12-Month Trailing
982,976	976,176	1,105,079	691,364	1,293,445	1,312,564	645,180	844,600	1,007,780	1,029,181	1,140,093	951,099	11,979,537
75,426	160	117,447	54,115	20	86,519	5,461	226,957	160	15,965	44,397	151,372	777,999
5,909	19,469	6,770	3,167	8,325	7,027	14,379	303,445	5,761	5,601	47,478	5,053	432,384
1,064,311	995,805	1,229,296	748,646	1,301,790	1,406,110	665,020	1,375,002	1,013,701	1,050,747	1,231,968	1,107,524	13,189,920
64,613	44,881	36,164	46,874	29,968	34,670	36,740	72,827	20,064	50,941	43,418	84,101	565,261
326,566	178,162	187,890	146,122	224,688	208,313	196,408	(327,922)	103,897	133,828	93,749	170,417	1,642,118
42,705	33,417	22,621	33,203	32,870	22,610	29,436	258,441	13,956	26,449	13,946	26,448	556,102
125	5,918	126	129	-	-	363	(12)	-	220	2,782	127	9,778
3,582	3,582	(29,736)	3,582	26,727	4,959	(26,351)	(3,215)	9,653	6,020	7,228	3,166	9,197
676	15	-	-	-	918	-	340	-	-	-	-	1,949
140,072	93,617	124,733	106,976	116,916	90,675	137,561	214,367	92,328	108,657	129,471	84,021	1,439,394
43,910	22,812	23,196	35,819	32,030	30,226	38,644	48,611	22,885	23,790	9,889	27,840	359,652
5,248	-	35,272	53,452	16,385	20,665	21,476	103,331	26,978	51,842	42,095	31,757	408,501
21,719	15,394	18,119	18,033	(62,352)	17,095	20,686	30,853	13,587	11,559	11,425	13,624	129,742
161,980	161,979	161,980	161,980	161,979	161,980	161,980	103,605	157,115	157,115	157,115	163,724	1,872,532
811,196	559,777	580,365	606,170	579,211	592,111	616,943	501,226	460,463	570,421	511,118	605,225	6,994,226
253,115	436,028	648,931	142,476	722,579	813,999	48,077	873,776	553,238	480,326	720,850	502,299	6,195,694
23.78%	43.79%	52.79%	19.03%	55.51%	57.89%	7.23%	63.55%	54.58%	45.71%	58.51%	45.35%	46.97%
170,506	146,929	165,500	136,238	217,886	171,323	157,381	194,938	39,806	109,135	310,082	196,236	2,015,960
82,609	289,099	483,431	6,238	504,693	642,676	(109,304)	678,838	513,432	371,191	410,768	306,063	4,179,734
7.76%	29.03%	39.33%	0.83%	38.77%	45.71%	-16.44%	49.37%	50.65%	35.33%	33.34%	27.63%	31.69%
18,076	15,296	320,296	11,424	11,032	13,754	9,569	(152,810)	156,912	61,161	51,410	62,214	578,334
17,737	26,641	25,388	23,573	21,204	22,601	29,513	314,695	28,288	38,509	37,169	30,794	616,112
165,722	3,542,455	1,686,953	(8,000)	3,110,156	2,402,244	-	4,645,438	1,253,363	1,217,557	6,726,694	1,202,766	25,945,348
(188,411)	(188,411)	(188,411)	(188,411)	(311,513)	(311,513)	(311,513)	(311,513)	(301,500)	(328,708)	(328,708)	(328,708)	(3,287,320)
(28,452)	(28,452)	(27,997)	(27,997)	(27,997)	(27,997)	(27,997)	(27,997)	(27,534)	(27,534)	(27,534)	(27,534)	(335,022)
(15,328)	3,367,529	1,816,229	(189,411)	2,802,882	2,099,089	(300,428)	4,467,813	1,109,529	960,985	6,459,031	939,532	23,517,452
67,281	3,656,628	2,299,660	(183,173)	3,307,575	2,741,765	(409,732)	5,146,651	1,622,961	1,332,176	6,869,799	1,245,595	27,697,186
6.32%	367.20%	187.07%	-24.47%	254.08%	194.99%	-61.61%	374.30%	160.10%	126.78%	557.63%	112.47%	209.99%
244,589	451,078	645,411	168,218	666,672	804,656	52,676	782,443	670,547	528,306	567,883	469,787	6,052,266
22.98%	45.30%	52.50%	22.47%	51.21%	57.23%	7.92%	56.90%	66.15%	50.28%	46.10%	42.42%	45.89%
0.83	1.47	2.03	0.60	1.52	1.83	0.20	1.79	1.78	1.20	1.36	1.17	1.31
9,305,250	10,711,250	10,257,150	9,268,200	10,931,650	9,127,600	8,437,900	8,745,700	7,863,150	9,282,450	7,884,050	8,333,400	110,147,750
0.1056	0.0911	0.1077	0.0746	0.1183	0.1438	0.0765	0.0966	0.1282	0.1109	0.1446	0.1141	0.1088
0.0872	0.0523	0.0566	0.0654	0.0530	0.0649	0.0731	0.0573	0.0586	0.0615	0.0648	0.0726	0.0635

229,261	3,818,607	2,461,640	(21,193)	3,469,554	2,903,745	(247,752)	5,250,256	1,780,076	1,489,291	7,026,914	1,409,319	29,569,718
147,500	147,500	147,500	147,500	147,500	147,500	147,500	147,500	153,750	153,750	153,750	153,750	1,795,000
22,721	22,721	23,176	23,176	23,176	23,176	23,176	23,176	232,639	232,639	232,639	232,639	1,115,054
59,040	3,648,386	2,290,964	(191,869)	3,298,878	2,733,069	(418,428)	5,079,580	1,393,687	1,102,902	6,640,525	1,022,930	26,659,664
1009.03%	16806.51%	10621.51%	-91.44%	14970.46%	12529.10%	-1069.00%	22653.85%	765.17%	640.17%	3020.52%	605.80%	2651.86%
59,040	3,648,386	2,290,964	(191,869)	3,298,878	2,733,069	(418,428)	5,079,580	1,393,687	1,102,902	6,640,525	1,022,930	26,659,664
161,980	161,979	161,980	161,980	161,979	161,980	161,980	103,605	157,115	157,115	157,115	163,724	1,872,532
(102,940)	3,486,407	2,128,984	(353,849)	3,136,899	2,571,089	(580,408)	4,975,975	1,236,572	945,787	6,483,410	859,206	24,787,132
7,281,245	8,031,442	8,562,366	8,281,751	8,461,319	13,932,394	9,984,433	10,003,970	9,140,277	10,336,482	7,132,672	7,366,031	7,281,245
59,040	3,648,386	2,290,964	(191,869)	3,298,878	2,733,069	(418,428)	5,079,580	1,393,687	1,102,902	6,640,525	1,022,930	26,659,664
691,157	(3,117,462)	(2,571,579)	371,437	2,172,197	(6,681,030)	437,965	(5,943,273)	(197,482)	(4,306,712)	(6,407,166)	(592,204)	(26,144,152)
8,031,442	8,562,366	8,281,751	8,461,319	13,932,394	9,984,433	10,003,970	9,140,277	10,336,482	7,132,672	7,366,031	7,796,757	7,796,757
22,367,950	22,104,882	21,697,267	18,067,486	53,614,472	45,922,219	37,128,254	37,622,075	34,223,907	25,276,716	23,691,888	19,474,790	19,474,790
30,399,392	30,667,248	29,979,018	26,528,805	67,546,866	55,906,652	47,132,224	46,762,352	44,560,389	32,409,388	31,057,919	27,271,547	27,271,547

City and Borough of Sitka
Water Utility
Income Statement
For The Trailing Twelve-Month Period Ending October 31, 2013
(Unaudited)

November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	12-Month Trailing
123,126	124,531	124,486	100,495	148,480	153,704	101,445	125,522	127,632	136,141	156,355	145,299	1,567,216
9,977	(2)	1,694	2,729	124	4,742	3,695	10,543	-	386	3,091	4,390	41,369
<u>1,034</u>	<u>86,273</u>	<u>2,115</u>	<u>600</u>	<u>1,659</u>	<u>1,524</u>	<u>1,687</u>	<u>37,455</u>	<u>143</u>	<u>1,393</u>	<u>1,831</u>	<u>198</u>	<u>135,912</u>
134,137	210,802	128,295	103,824	150,263	159,970	106,827	173,520	127,775	137,920	161,277	149,887	1,744,497
33,021	44,149	25,599	21,935	35,061	26,071	26,678	340,708	17,773	20,123	24,841	48,232	664,191
25,072	9,988	42,160	10,782	14,510	11,377	15,806	40,006	10,020	13,789	16,765	10,519	220,794
-	-	-	-	-	-	-	-	-	-	-	-	-
<u>62,176</u>	<u>62,176</u>	<u>62,176</u>	<u>62,175</u>	<u>62,175</u>	<u>62,175</u>	<u>62,175</u>	<u>114,557</u>	<u>66,732</u>	<u>66,732</u>	<u>66,732</u>	<u>66,732</u>	<u>816,713</u>
120,269	116,313	129,935	94,892	111,746	99,623	104,659	495,271	94,525	100,644	108,338	125,483	1,701,698
13,868	94,489	(1,640)	8,932	38,517	60,347	2,168	(321,751)	33,250	37,276	52,939	24,404	42,799
10.34%	44.82%	-1.28%	8.60%	25.63%	37.72%	2.03%	-185.43%	26.02%	27.03%	32.82%	16.28%	2.45%
49,264	31,297	64,378	28,853	28,436	76,502	30,752	72,081	2,029	4,038	73,986	71,849	533,465
(35,396)	63,192	(66,018)	(19,921)	10,081	(16,155)	(28,584)	(393,832)	31,221	33,238	(21,047)	(47,445)	(490,666)
-26.39%	29.98%	-51.46%	-19.19%	6.71%	-10.10%	-26.76%	-226.97%	24.43%	24.10%	-13.05%	-31.65%	-28.13%
1,708	1,802	2,609	1,970	1,991	2,090	2,191	(48,389)	1,181	509	(228)	(439)	(33,005)
-	4,587	-	-	36,442	(28,684)	-	324,578	-	5,432	-	355,151	697,506
(9,181)	(9,181)	(9,181)	(9,181)	(9,181)	(9,181)	(9,181)	(6,729)	-	(5,330)	(5,330)	(5,330)	(86,986)
<u>(7,473)</u>	<u>(2,792)</u>	<u>(6,572)</u>	<u>(7,211)</u>	<u>29,252</u>	<u>(35,775)</u>	<u>(6,990)</u>	<u>269,460</u>	<u>1,181</u>	<u>611</u>	<u>(5,558)</u>	<u>349,382</u>	<u>751,487</u>
(42,869)	60,400	(72,590)	(27,132)	39,333	(51,930)	(35,574)	(124,372)	32,402	33,849	(26,605)	301,937	260,821
-31.96%	28.65%	-56.58%	-26.13%	26.18%	-32.46%	-33.30%	-71.68%	25.36%	24.54%	-16.50%	201.44%	14.95%
26,780	125,368	(3,842)	42,254	72,256	46,020	33,591	(279,275)	97,953	99,970	45,685	19,287	326,047
19.96%	59.47%	-2.99%	40.70%	48.09%	28.77%	31.44%	-160.95%	76.66%	72.48%	28.33%	12.87%	18.69%
19,307	122,576	(10,414)	35,043	101,508	10,245	26,601	(9,815)	99,134	100,581	40,127	368,669	\$ 903,562
21,997	21,997	21,997	21,997	21,997	21,997	21,997	28,608	22,007	22,007	22,007	22,007	\$ 270,615
<u>(2,690)</u>	<u>100,579</u>	<u>(32,411)</u>	<u>13,046</u>	<u>79,511</u>	<u>(11,752)</u>	<u>4,604</u>	<u>(38,423)</u>	<u>77,127</u>	<u>78,574</u>	<u>18,120</u>	<u>346,662</u>	<u>\$ 632,947</u>
88%	557%	-47%	159%	461%	47%	121%	-34%	450%	457%	182%	1675%	333.89%

City and Borough of Sitka
Water Utility
Income Statement

For The Trailing Twelve-Month Period Ending October 31, 2013

(Unaudited)

(2,690)	100,579	(32,411)	13,046	79,511	(11,752)	4,604	(38,423)	77,127	78,574	18,120	346,662	\$ 632,947
62,176	62,176	62,176	62,175	62,175	62,175	62,175	114,557	66,732	66,732	66,732	66,732	\$ 816,713
(64,866)	38,403	(94,587)	(49,129)	17,336	(73,927)	(57,571)	(152,980)	10,395	11,842	(48,612)	279,930	\$ (183,766)
(1,053,322)	(944,342)	(567,209)	(568,980)	(547,921)	(473,675)	(476,875)	(441,094)	(1,043,209)	(1,009,075)	(908,595)	(897,274)	\$ (1,053,322)
(2,690)	100,579	(32,411)	13,046	79,511	(11,752)	4,604	(38,423)	77,127	78,574	18,120	346,662	\$ 632,947
111,670	276,554	30,640	8,013	(5,265)	8,552	31,177	(563,692)	(42,993)	21,906	(6,799)	(327,816)	\$ (458,053)
(944,342)	(567,209)	(568,980)	(547,921)	(473,675)	(476,875)	(441,094)	(1,043,209)	(1,009,075)	(908,595)	(897,274)	(878,428)	\$ (878,428)
1,982,774	2,037,253	1,982,014	1,962,306	2,001,269	1,989,224	1,933,382	2,041,804	1,558,225	861,917	849,000	867,498	\$ 867,498
1,353,367	1,776,449	1,737,537	1,732,206	1,833,425	1,818,959	1,796,794	1,561,320	1,568,819	586,490	577,329	627,508	
(50,977)	(42,447)	(60,545)	(53,863)	(41,873)	(42,652)	(40,548)	(298,639)	(434,328)	(47,827)	(40,262)	(53,097)	
(263,958)	(263,958)	(263,958)	(263,958)	(263,958)	(263,958)	(263,958)	(264,086)	(264,086)	(264,086)	(264,086)	(264,086)	
(1,982,774)	(2,037,253)	(1,982,014)	(1,962,306)	(2,001,269)	(1,989,224)	(1,933,382)	(2,041,804)	(1,558,225)	(861,917)	(849,000)	(867,498)	
(944,342)	(567,209)	(568,980)	(547,921)	(473,675)	(476,875)	(441,094)	(1,043,209)	(687,820)	(587,340)	(576,019)	(557,173)	\$ (557,173)
1,038,432	1,470,044	1,413,034	1,414,385	1,527,594	1,512,349	1,492,288	998,595	870,405	274,577	272,981	310,325	\$ 310,325

City and Borough of Sitka
Wastewater Treatment Utility
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

15,925	15,925	15,925	15,925	-	-	-	-	-	-	-	-	-
88,703	100,051	2,264	418,619	-	-	-	-	-	-	-	-	-
657%	728%	114%	2729%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
88,703	100,051	2,264	418,619	-	-	-	-	-	-	-	-	-
121,528	121,528	121,528	121,528	-	-	-	-	-	-	-	-	-
(32,825)	(21,477)	(119,264)	297,091	-	-	-	-	-	-	-	-	-
1,662,908	1,563,685	1,683,036	1,704,599	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588
88,703	100,051	2,264	418,619	-	-	-	-	-	-	-	-	-
(187,926)	19,300	19,299	(332,630)	-	-	-	-	-	-	-	-	-
1,563,685	1,683,036	1,704,599	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588
3,006,995	3,006,995	2,999,995	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517	3,570,517
4,859,126	4,956,327	4,969,121	5,634,544	-	-	-	-	-	-	-	-	-
(97,350)	(75,200)	(73,431)	(82,343)	-	-	-	-	-	-	-	-	-
(191,096)	(191,096)	(191,096)	(191,096)	-	-	-	-	-	-	-	-	-
(3,006,995)	(3,006,995)	(2,999,995)	(3,570,517)	-	-	-	-	-	-	-	-	-
1,563,685	1,683,036	1,704,599	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588	1,790,588
4,570,680	4,690,031	4,704,594	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105	5,361,105
-	-	-	-	-	-	-	-	-	-	-	-	-

City and Borough of Sitka
Wastewater Treatment Utility
Income Statement
For The Trailing Twelve-Month Period Ending October 31, 2013
(Unaudited)

	November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	12-Month Trailing
Revenue:													
Water Sales	169,989	186,958	186,612	151,178	222,018	225,628	151,125	188,594	187,279	208,179	205,010	204,950	2,287,520
Jobbing	60,345	-	48,633	1,221	446	48,572	-	75,756	-	710	3,702	37,302	276,687
Other Operating Revenue	1,377	483	407	609	1,682	1,061	3,543	166,554	296	1,433	1,919	-	179,364
Total Revenue:	231,711	187,441	235,652	153,008	224,146	275,261	154,668	430,904	187,575	210,322	210,631	242,252	2,743,571
Cost of Sales:													
Distribution	43,428	31,730	30,688	40,682	60,434	31,925	30,743	73,862	24,598	30,451	34,854	36,734	470,129
Treatment	67,078	57,598	58,295	62,554	66,411	61,932	82,591	119,857	50,052	51,776	53,650	56,236	788,030
Jobbing	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	124,053	124,052	124,053	124,052	124,053	124,053	124,053	93,762	121,528	121,528	121,528	121,528	1,448,243
Total Cost of Sales:	234,559	213,380	213,036	227,288	250,898	217,910	237,387	287,481	196,178	203,755	210,032	214,498	2,706,402
Gross Margin:	(2,848)	(25,939)	22,616	(74,280)	(26,752)	57,351	(82,719)	143,423	(8,603)	6,567	599	27,754	37,169
	-1.23%	-13.84%	9.60%	-48.55%	-11.94%	20.84%	-53.48%	33.28%	-4.59%	3.12%	0.28%	11.46%	1.35%
Selling and Administrative Expenses	98,807	57,236	68,402	51,288	56,667	78,887	56,363	111,998	11,358	17,243	108,979	70,573	787,801
Earnings Before Taxes (EBI):	(101,655)	(83,175)	(45,786)	(125,568)	(83,419)	(21,536)	(139,082)	31,425	(19,961)	(10,676)	(108,380)	(42,819)	(750,632)
	-43.87%	-44.37%	-19.43%	-82.07%	-37.22%	-7.82%	-89.92%	7.29%	-10.64%	-5.08%	-51.45%	-17.68%	-27.36%
Non-operating Revenue and Expense:													
Non-operating revenue:	7,803	6,977	6,881	7,321	6,877	7,281	6,943	6,467	6,436	8,499	8,416	7,280	87,181
Grant Revenue	-	12,819	-	(40,386)	40,931	-	21,113	290,791	-	-	-	351,930	677,198
Interest Expense:	(8,167)	(8,167)	(8,167)	(8,167)	(8,167)	(8,167)	(8,168)	(8,168)	(3,375)	(3,375)	(3,375)	(3,375)	(78,838)
Total Non-operating Revenue & Expense:	(364)	11,629	(1,286)	(41,232)	39,641	(886)	19,888	289,090	3,061	5,124	5,041	355,835	843,217
Net Income:	(102,019)	(71,546)	(47,072)	(166,800)	(43,778)	(22,422)	(119,194)	320,515	(16,900)	(5,552)	(103,339)	313,016	92,585
	-44.03%	-38.17%	-19.98%	-109.01%	-19.53%	-8.15%	-77.06%	74.38%	-9.01%	-2.64%	-49.06%	129.21%	3.37%
Earnings Before Interest and Depreciation (EBIDA):	22,398	40,877	78,267	(1,516)	40,634	102,517	(15,029)	125,187	101,567	110,852	13,148	78,709	697,611
	9.67%	21.81%	33.21%	-0.99%	18.13%	37.24%	-9.72%	29.05%	54.15%	52.71%	6.24%	32.49%	25.43%
Debt Principal Coverage													
Simple Cash Flow (Net Income Plus Depreciation)	22,034	52,506	76,981	(42,748)	80,275	101,631	(119,194)	320,515	104,628	115,976	18,189	434,544	1,165,337
Debt Principal	21,993	21,993	21,993	21,993	21,993	21,993	21,993	21,993	15,925	15,925	15,925	15,925	239,644
Debt Principal Coverage Surplus/Deficit	41	30,513	54,988	(64,741)	58,282	79,638	(141,187)	298,522	88,703	100,051	2,264	418,619	925,693
Debt Principal Coverage Percentage	100%	239%	350%	-194%	365%	462%	-542%	1457%	657%	728%	114%	2729%	486%
Simple Asset Replacement Coverage													
Debt Principal Coverage Surplus/Deficit (From Above)	41	30,513	54,988	(64,741)	58,282	79,638	(141,187)	298,522	88,703	100,051	2,264	418,619	925,693
Depreciation	124,053	124,052	124,053	124,052	124,053	124,053	124,053	93,762	121,528	121,528	121,528	121,528	1,448,243
Cash Accumulated For/(Taken From) Asset Replacement	(124,012)	(93,539)	(69,065)	(188,793)	(65,771)	(44,415)	(265,240)	204,760	(32,825)	(21,477)	(119,264)	297,091	(522,550)
Working Capital													
Beginning Undesignated Working Capital	1,581,671	1,611,872	1,553,231	1,745,515	1,751,321	1,735,426	1,781,585	1,746,392	1,662,908	1,563,685	1,683,036	1,704,599	1,581,671
Net Income Plus Depreciation Less Principal	41	30,513	54,988	(64,741)	58,282	79,638	(141,187)	298,522	88,703	100,051	2,264	418,619	925,693
CapEx, Accruals, and other Balance Sheet Changes	30,160	(89,154)	137,296	70,547	(74,177)	(33,479)	105,994	(382,006)	(187,926)	19,300	19,299	(332,630)	(716,776)
Ending Undesignated Working Capital	1,611,872	1,553,231	1,745,515	1,751,321	1,735,426	1,781,585	1,746,392	1,662,908	1,563,685	1,683,036	1,704,599	1,790,588	1,790,588
Working Capital Designated for CapEx	2,796,527	2,803,657	2,746,774	2,746,774	2,762,669	2,739,182	2,753,445	2,791,995	3,006,995	3,006,995	2,999,995	3,570,517	3,570,517

City and Borough of Sitka
Solid Waste Disposal Utility
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	July 2013	August 2013	September 2013	October 2013	November 2013	December 2013	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:															
Solid Waste Disposal Services	230,613	232,132	244,049	243,211	-	-	-	-	-	-	-	-	950,005	949,020	985
Jobbing	-	-	-	297	-	-	-	-	-	-	-	-	297	-	297
Other Operating Revenue	20,683	8,950	34,654	30,464	-	-	-	-	-	-	-	-	94,751	73,509	21,242
Total Revenue:	251,296	241,082	278,703	273,972	-	-	-	-	-	-	-	-	1,045,053	1,022,529	22,524
Cost of Sales:															
Contract Waste Hauling	60,566	60,690	61,349	60,620	-	-	-	-	-	-	-	-	243,225	238,949	4,276
Transfer Station	120,660	114,321	111,283	103,460	-	-	-	-	-	-	-	-	449,724	416,214	33,510
Landfill	5,183	5,053	20,927	18,906	-	-	-	-	-	-	-	-	50,069	34,015	16,054
Recycling	23,673	35,333	19,036	59,721	-	-	-	-	-	-	-	-	137,763	113,168	24,595
Jobbing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	18,007	18,007	18,007	18,007	-	-	-	-	-	-	-	-	72,028	72,028	-
Total Cost of Sales:	228,089	233,404	230,602	260,714	-	-	-	-	-	-	-	-	952,809	874,374	78,435
Gross Margin:	23,207	7,678	48,101	13,258	-	-	-	-	-	-	-	-	92,244	148,155	(55,911)
	9.23%	3.18%	17.26%	4.84%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	8.83%	14.49%	-5.66%
Selling and Administrative Expenses	1,797	5,598	89,219	36,327	-	-	-	-	-	-	-	-	132,941	125,463	7,478
Earnings Before Interest (EBI):	21,410	2,080	(41,118)	(23,069)	-	-	-	-	-	-	-	-	(40,697)	22,692	(63,389)
	8.52%	0.86%	-14.75%	-8.42%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-3.89%	2.22%	-6.11%
Non-operating Revenue and Expense:															
Non-operating revenue:	1,942	2,297	2,227	2,130	-	-	-	-	-	-	-	-	8,596	12,082	(3,486)
Interest Expense:	(2,316)	(2,136)	(2,136)	(2,136)	-	-	-	-	-	-	-	-	(8,724)	(9,844)	1,120
Total Non-operating Revenue & Expense:	(374)	161	91	(6)	-	-	-	-	-	-	-	-	(128)	2,238	(2,366)
Net Income:	21,036	2,241	(41,027)	(23,075)	-	-	-	-	-	-	-	-	(40,825)	24,930	(65,755)
	8.37%	0.93%	-14.72%	-8.42%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-3.91%	2.44%	-6.34%
Earnings Before Interest and Depreciation (EBID):	39,417	20,087	(23,111)	(5,062)	-	-	-	-	-	-	-	-	31,331	94,720	(63,389)
	15.69%	8.33%	-8.29%	-1.85%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	3.00%	9.26%	-6.27%
Debt Principal Coverage															
Simple Cash Flow (Net Income Plus Depreciation)	39,043	20,248	(23,020)	(5,068)	-	-	-	-	-	-	-	-	31,203	96,958	(65,755)
Debt Principal	9,650	9,650	9,650	9,650	-	-	-	-	-	-	-	-	38,600	38,600	-
Debt Principal Coverage Surplus/Deficit	29,393	10,598	(32,670)	(14,718)	-	-	-	-	-	-	-	-	(7,397)	58,358	(65,755)
Debt Principal Coverage Percentage	405%	210%	-239%	-53%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	81%	251%	-170.35%
Simple Asset Replacement Coverage															
Debt Principal Coverage Surplus/Deficit (From Above)	29,393	10,598	(32,670)	(14,718)	-	-	-	-	-	-	-	-	(7,397)	58,358	(65,755)
Depreciation	18,007	18,007	18,007	18,007	-	-	-	-	-	-	-	-	72,028	72,028	-
Cash Accumulated For/(Taken From) Asset Replacement	11,386	(7,409)	(50,677)	(32,725)	-	-	-	-	-	-	-	-	(79,425)	(13,670)	(65,755)
Working Capital															
Beginning Undesignated Working Capital	537,729	661,968	677,988	654,452	-	-	-	-	-	-	-	-	537,729	734,024	(196,295)
Net Income Plus Depreciation Less Principal	29,393	10,598	(32,670)	(14,718)	-	-	-	-	-	-	-	-	(7,397)	58,358	(65,755)
Accruals, and other Balance Sheet Changes	94,846	5,422	9,134	3,503	-	-	-	-	-	-	-	-	112,905	145,297	(32,392)
Ending Undesignated Working Capital	661,968	677,988	654,452	643,237	-	-	-	-	-	-	-	-	643,237	937,679	(294,442)
Working Capital Designated for CapEx	722,896	722,896	722,896	722,896	-	-	-	-	-	-	-	-	722,896	720,077	2,819
Current Assets	1,525,800	1,531,269	1,508,844	1,496,724	-	-	-	-	-	-	-	-	-	-	-
Current Liabilities	(25,138)	(14,587)	(15,698)	(14,793)	-	-	-	-	-	-	-	-	-	-	-
CPLTD	(115,798)	(115,798)	(115,798)	(115,798)	-	-	-	-	-	-	-	-	-	-	-
WCDFCapex	(722,896)	(722,896)	(722,896)	(722,896)	-	-	-	-	-	-	-	-	-	-	-
Undesignated Working Capital	661,968	677,988	654,452	643,237	-	-	-	-	-	-	-	-	643,237	937,679	(294,442)
Total Working Capital	1,384,864	1,400,884	1,377,348	1,366,133	-	-	-	-	-	-	-	-	1,366,133	1,657,756	(291,623)

City and Borough of Sitka
Solid Waste Disposal Utility
Income Statement
For The Trailing Twelve-Month Period Ending October 31, 2013
(Unaudited)

	November 2012	December 2012	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	12-Month Trailing
Revenue:													
Solid Waste Disposal Services	238,149	231,703	199,948	160,009	274,015	292,500	169,688	241,588	230,613	232,132	244,049	243,211	2,757,605
Jobbing	-	-	616	-	-	816	-	1,118	-	-	-	297	2,847
Other Operating Revenue	7,342	13,004	23,768	14,912	8,787	12,434	33,868	54,230	20,683	236	34,654	30,464	254,382
Total Revenue:	245,491	244,707	224,332	174,921	282,802	305,750	203,556	296,936	251,296	232,368	278,703	273,972	3,014,834
Cost of Sales:													
Contract Waste Hauling	60,998	59,178	56,482	57,967	58,248	59,389	127,176	60,190	60,566	60,690	61,349	60,620	782,853
Transfer Station	106,856	81,106	83,224	71,280	73,396	100,134	110,797	241,624	120,660	114,321	111,283	103,460	1,318,141
Landfill	16,213	7,077	45,544	3,932	32,739	11,673	34,583	6,574	5,183	5,053	20,927	18,906	208,404
Recycling	43,135	34,996	19,099	42,438	49,976	74,925	35,684	105,742	23,673	35,333	19,036	59,721	543,758
Jobbing	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	18,007	18,007	18,007	18,007	18,007	18,006	18,006	18,006	18,007	18,007	18,007	18,007	216,081
Total Cost of Sales:	245,209	200,364	222,356	193,624	232,366	264,127	326,246	432,136	228,089	233,404	230,602	260,714	3,069,237
Gross Margin:	282 0.11%	44,343 18.12%	1,976 0.88%	(18,703) -10.69%	50,436 17.83%	41,623 13.61%	(122,690) -60.27%	(135,200) -45.53%	23,207 9.23%	(1,036) -0.45%	48,101 17.26%	13,258 4.84%	(54,403) -1.80%
Selling and Administrative Expenses	31,480	33,077	30,115	31,792	30,210	32,604	32,793	30,234	1,797	5,598	89,219	36,327	385,246
Earnings Before Interest (EBI):	(31,198) -12.71%	11,266 4.60%	(28,139) -12.54%	(50,495) -28.87%	20,226 7.15%	9,019 2.95%	(155,483) -76.38%	(165,434) -55.71%	21,410 8.52%	(6,634) -2.85%	(41,118) -14.75%	(23,069) -8.42%	(439,649) -14.58%
Non-operating Revenue and Expense:													
Non-operating revenue:	2,786	2,637	2,652	2,561	2,434	2,454	2,993	2,110	1,942	2,297	2,227	2,130	29,223
Interest Expense:	(2,461)	(2,461)	(2,461)	(2,461)	(2,461)	(2,461)	(2,461)	(2,474)	(2,316)	(2,136)	(2,136)	(2,136)	(28,425)
Total Non-operating Revenue & Expense:	325	176	191	100	(27)	(7)	532	(364)	(374)	161	91	(6)	798
Net Income:	(30,873) -12.58%	11,442 4.68%	(27,948) -12.46%	(50,395) -28.81%	20,199 7.14%	9,012 2.95%	(154,951) -76.12%	(165,798) -55.84%	21,036 8.37%	(6,473) -2.79%	(41,027) -14.72%	(23,075) -8.42%	(438,851) -14.56%
Earnings Before Interest and Depreciation (EBID):	(13,191) -5.37%	29,273 11.96%	(10,132) -4.52%	(32,488) -18.57%	38,233 13.52%	27,025 8.84%	(137,477) -67.54%	(147,428) -49.65%	39,417 15.69%	11,373 4.89%	(23,111) -8.29%	(5,062) -1.85%	(223,568) -7.42%
Debt Principal Coverage													
Simple Cash Flow (Net Income Plus Depreciation)	(12,866)	29,449	(9,941)	(32,388)	38,206	27,018	(136,945)	(147,792)	39,043	11,534	(23,020)	(5,068)	(222,770)
Debt Principal	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	9,650	115,800
Debt Principal Coverage Surplus/Deficit	(22,516)	19,799	(19,591)	(42,038)	28,556	17,368	(146,595)	(157,442)	29,393	1,884	(32,670)	(14,718)	(338,570)
Debt Principal Coverage Percentage	-133%	305%	-103%	-336%	396%	280%	-1419%	-1532%	405%	120%	-239%	-53%	-192%
Simple Asset Replacement Coverage													
Debt Principal Coverage Surplus/Deficit (From Above)	(22,516)	19,799	(19,591)	(42,038)	28,556	17,368	(146,595)	(157,442)	29,393	1,884	(32,670)	(14,718)	(338,570)
Depreciation	18,007	18,007	18,007	18,007	18,007	18,006	18,006	18,006	18,007	18,007	18,007	18,007	216,081
Cash Accumulated For/(Taken From) Asset Replacement	(40,523)	1,792	(37,598)	(60,045)	10,549	(638)	(164,601)	(175,448)	11,386	(16,123)	(50,677)	(32,725)	(554,651)
Working Capital													
Beginning Undesignated Working Capital	937,679	928,273	960,180	952,696	922,770	963,439	992,802	857,616	537,729	661,968	677,988	654,452	937,679
Net Income Plus Depreciation Less Principal	(22,516)	19,799	(19,591)	(42,038)	28,556	17,368	(146,595)	(157,442)	29,393	1,884	(32,670)	(14,718)	(338,570)
CapEx, Accruals, and other Balance Sheet Changes	13,110	12,108	12,107	12,112	12,113	11,995	11,409	(162,445)	94,846	14,136	9,134	3,503	44,128
Ending Undesignated Working Capital	928,273	960,180	952,696	922,770	963,439	992,802	857,616	537,729	661,968	677,988	654,452	643,237	643,237
Working Capital Designated for CapEx	719,182	697,411	697,222	681,704	681,704	681,895	681,895	672,896	722,896	722,896	722,896	722,896	722,896

Beginning Undesignated Working Capital	5,148,107	5,058,561	4,972,651	5,239,098	5,149,564	4,853,707	5,261,959	5,224,714	6,224,842	6,045,679	6,024,412	5,698,514	5,148,107
Net Income Plus Depreciation Less Principal	40,477	62,244	59,426	56,250	108,233	51,596	101,312	197,670	117,145	104,026	(155,192)	33,794	776,981
Accruals and other Balance Sheet Changes	(130,023)	(148,154)	207,021	(145,784)	(404,090)	356,656	(138,557)	802,458	(296,308)	(125,293)	(170,706)	291,523	98,743
Ending Undesignated Working Capital	5,058,561	4,972,651	5,239,098	5,149,564	4,853,707	5,261,959	5,224,714	6,224,842	6,045,679	6,024,412	5,698,514	6,023,831	6,023,831
Working Capital Designated for CapEx	589,962	589,029	581,801	580,958	4,832,962	4,598,528	4,525,526	4,387,367	4,935,446	4,890,529	5,002,808	4,011,543	4,011,543

City and Borough of Sitka
Airport Terminal Fund
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Leases	120,544.00	-	-	-	120,544.00	85,190.00	35,354.00
Other Operating Revenue	63,247.00	-	-	-	63,247.00	61,588.00	1,659.00
Total Revenue:	183,791.00	-	-	-	183,791.00	146,778.00	37,013.00
Cost of Sales:							
Operations	69,543.00	-	-	-	69,543.00	66,358.00	3,185.00
Depreciation	44,532.00	-	-	-	44,532.00	43,545.00	987.00
Total Cost of Sales:	114,075.00	-	-	-	114,075.00	109,903.00	4,172.00
Gross Margin:	69,716.00 37.93%	- #DIV/0!	- #DIV/0!	- #DIV/0!	69,716.00 37.93%	36,875.00 25.12%	32,841.00 88.73%
Selling and Administrative Expenses	-	-	-	-	-	-	-
Earnings Before Interest and Taxes (EBIT):	69,716.00 37.93%	- #DIV/0!	- #DIV/0!	- #DIV/0!	69,716.00 37.93%	36,875.00 25.12%	32,841.00 88.73%
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	3,635.00	-	-	-	3,635.00	2,855.00	780.00
Interest Expense:	-	-	-	-	-	(235.00)	235.00
Total Non-operating Revenue & Expense:	3,635.00	-	-	-	3,635.00	2,620.00	1,015.00
Net Income:	73,351.00 39.91%	- #DIV/0!	- #DIV/0!	- #DIV/0!	73,351.00 39.91%	39,495.00 26.91%	33,856.00 91.47%
Earnings Before Interest and Taxes and Depreciation (EBITDA):	114,248.00 62.16%	- #DIV/0!	- #DIV/0!	- #DIV/0!	114,248.00 62.16%	80,420.00 54.79%	33,828.00 91.39%

Debt Principal Coverage

Simple Cash Flow (Net Income Plus Depreciation)	117,883.00	-	-	-	117,883.00	83,040.00	34,843.00
Debt Principal	-	-	-	-	-	7,825.00	(7,825.00)
Debt Principal Coverage Surplus/Deficit	117,883.00	-	-	-	117,883.00	75,215.00	42,668.00
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%	100%	100%

Simple Asset Replacement Coverage

Debt Principal Coverage Surplus/Deficit (From Above)	117,883.00	-	-	-	117,883.00	75,215.00	42,668.00
Depreciation	44,532.00	-	-	-	44,532.00	43,545.00	987.00
Cash Accumulated For/(Taken From) Asset Replacement	73,351.00	-	-	-	73,351.00	31,670.00	41,681.00

Working Capital

Beginning Undesignated Working Capital	619,517.00	737,401.00	737,401.00	737,401.00	619,517.00	353,598.00	265,919.00
Net Income Plus Depreciation Less Principal	117,883.00	-	-	-	117,883.00	83,040.00	34,843.00
CapEx, Accruals, and other Balance Sheet Changes	1.00	-	-	-	1.00	31,535.00	(31,534.00)
Ending Undesignated Working Capital	737,401.00	737,401.00	737,401.00	737,401.00	737,401.00	468,173.00	269,228.00
Working Capital Designated for CapEx	63,913	63,913	63,913	63,913	63,913	63,913	-
Current Assets	801,314	801,314	801,314	801,314			
Current Liabilities	-	-	-	-			
CPLTD	-	-	-	-			
WCDFCapex	(63,913)	(63,913)	(63,913)	(63,913)			
Undesignated Working Capital	737,401	737,401	737,401	737,401	737,401	353,598	383,803
Total Working Capital	801,314	801,314	801,314	801,314	801,314	417,511	383,803

July 1, 2013	Working Capital designated for Capex, June 30, 2013	63,913.00
\$63,913 - 90656 - Airport Lighting	New CapEx designations of Working Capital in FY14 Budget	-
	Less FY14 working capital outlays for CapEx	-
\$63,913	Working Capital designated for Capex, September 30, 2013	63,913.00

City and Borough of Sitka
 Airport Terminal Fund
 Income Statement
 For The Twelve-Month Trailing Period Ending September 30, 2013
 (Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	TTM
Revenue:					
Leases	175,544.00	116,342.00	64,474.00	120,544.00	476,904.00
Other Operating Revenue	<u>129,031.00</u>	<u>53,741.00</u>	<u>74,141.00</u>	<u>63,247.00</u>	<u>320,160.00</u>
Total Revenue:	304,575.00	170,083.00	138,615.00	183,791.00	797,064.00
Cost of Sales:					
Operations	155,356.00	78,077.00	150,257.00	69,543.00	453,233.00
Depreciation	<u>87,091.00</u>	<u>43,545.00</u>	<u>47,494.00</u>	<u>44,532.00</u>	<u>222,662.00</u>
Total Cost of Sales:	<u>242,447.00</u>	<u>121,622.00</u>	<u>197,751.00</u>	<u>114,075.00</u>	<u>675,895.00</u>
Gross Margin:	62,128.00 20.40%	48,461.00 28.49%	(59,136.00) -42.66%	69,716.00 37.93%	121,169.00 15.20%
Selling and Administrative Expenses	-	-	-	-	-
Earnings Before Interest and Taxes (EBIT):	62,128.00 20.40%	48,461.00 28.49%	(59,136.00) -42.66%	69,716.00 37.93%	121,169.00 15.20%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	5,787.00	3,088.00	(2,352.00)	3,635.00	10,158.00
Interest Expense:	<u>(235.00)</u>	<u>(235.00)</u>	<u>(234.00)</u>	<u>-</u>	<u>(704.00)</u>
Total Non-operating Revenue & Expense:	<u>5,552.00</u>	<u>2,853.00</u>	<u>(2,586.00)</u>	<u>3,635.00</u>	<u>9,454.00</u>
Net Income:	<u>67,680.00</u> 22.22%	<u>51,314.00</u> 30.17%	<u>(61,722.00)</u> -44.53%	<u>73,351.00</u> 39.91%	<u>130,623.00</u> 16.39%
Earnings Before Interest and Taxes and Depreciation (EBITDA):	149,219.00 48.99%	92,006.00 54.09%	(11,642.00) -8.40%	114,248.00 62.16%	343,831.00 43.14%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	154,771.00	94,859.00	(14,228.00)	117,883.00	353,285.00
Debt Principal	<u>7,825.00</u>	<u>7,825.00</u>	<u>7,824.00</u>	<u>-</u>	<u>23,474.00</u>
Debt Principal Coverage Surplus/Deficit	<u>146,946.00</u>	<u>87,034.00</u>	<u>(22,052.00)</u>	<u>117,883.00</u>	<u>329,811.00</u>
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	146,946.00	87,034.00	(22,052.00)	117,883.00	329,811.00
Depreciation	<u>87,091.00</u>	<u>43,545.00</u>	<u>47,494.00</u>	<u>44,532.00</u>	<u>222,662.00</u>
Cash Accumulated For/(Taken From) Asset Replacement	<u>59,855.00</u>	<u>43,489.00</u>	<u>(69,546.00)</u>	<u>73,351.00</u>	<u>107,149.00</u>
Working Capital					
Beginning Undesignated Working Capital	619,517.00	774,523.00	864,996.00	-	619,517.00
Net Income Plus Depreciation Less Principal	154,771.00	94,859.00	(14,228.00)	117,883.00	353,285.00
CapEx, Accruals, and other Balance Sheet Changes	<u>235.00</u>	<u>(4,386.00)</u>	<u>3,368.00</u>	<u>1.00</u>	<u>(782.00)</u>
Ending Undesignated Working Capital	<u>774,523.00</u>	<u>864,996.00</u>	<u>854,136.00</u>	<u>117,884.00</u>	<u>972,020.00</u>
Working Capital Designated for CapEx	63,913	63,913	63,913	63,913	63,913
Current Assets					
Current Assets	639,738	730,211	700,068	801,314	
Current Liabilities	(4,621)	(4,621)	(16,638)	-	
CPLTD	(31,300)	(31,300)	-	-	
WCDFCapex	(63,913)	(63,913)	(63,913)	(63,913)	
Undesignated Working Capital	539,904	630,377	619,517	737,401	737,401
Total Working Capital	603,817	694,290	683,430	801,314	801,314

City and Borough of Sitka
Marine Service Center
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Leases	58,146	-	-	-	58,146	184,028	(125,882)
Other Operating Revenue	-	-	-	-	-	-	-
Total Revenue:	58,146	-	-	-	58,146	184,028	(125,882)
Cost of Sales:							
Operations	16,971	-	-	-	16,971	75,756	(58,785)
Depreciation	37,597	-	-	-	37,597	112,139	(74,542)
Total Cost of Sales:	54,568	-	-	-	54,568	187,895	(133,327)
Gross Margin:	3,578	-	-	-	3,578	(3,867)	7,445
	6.15%	#DIV/0!	#DIV/0!	#DIV/0!	6.15%	-2.10%	-5.91%
Selling and Administrative Expenses	-	-	-	-	-	-	-
Earnings Before Interest and Taxes (EBIT):	3,578	-	-	-	3,578	(3,867)	7,445
	6.15%	#DIV/0!	#DIV/0!	#DIV/0!	6.15%	-2.10%	-5.91%
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	6,096	-	-	-	6,096	(10,548)	16,644
Interest Expense:	-	-	-	-	-	-	-
Total Non-operating Revenue & Expense:	6,096	-	-	-	6,096	(10,548)	16,644
Net Income:	9,674	-	-	-	9,674	(14,415)	24,089
	16.64%	#DIV/0!	#DIV/0!	#DIV/0!	16.64%	-7.83%	-19.14%
Earnings Before Interest and Taxes and Depreciation (EBITDA):	41,175	-	-	-	41,175	108,272	(67,097)
	70.81%	#DIV/0!	#DIV/0!	#DIV/0!	70.81%	58.83%	53.30%
Debt Principal Coverage							
Simple Cash Flow (Net Income Plus Depreciation)	47,271	-	-	-	47,271	97,724	(50,453)
Debt Principal	-	-	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	47,271	-	-	-	47,271	97,724	(50,453)
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%	100%	100%
Simple Asset Replacement Coverage							
Debt Principal Coverage Surplus/Deficit (From Above)	47,271	-	-	-	47,271	97,724	(50,453)
Depreciation	37,597	-	-	-	37,597	112,139	(74,542)
Cash Accumulated For/(Taken From) Asset Replacement	9,674	-	-	-	9,674	(14,415)	24,089
Working Capital							
Beginning Undesignated Working Capital	1,254,664	1,292,508	1,292,508	1,292,508	1,254,664	1,195,989	58,675
Net Income Plus Depreciation Less Principal	47,271	-	-	-	47,271	97,724	(50,453)
CapEx, Accruals, and other Balance Sheet Changes	(9,427)	-	-	-	(9,427)	(39,049)	29,622
Ending Undesignated Working Capital	1,292,508	1,292,508	1,292,508	1,292,508	1,292,508	1,254,664	37,844
Working Capital Designated for CapEx	-	-	-	-	-	82,632	(82,632)
Current Assets	1,292,508	1,292,508	1,292,508	1,292,508			
Current Liabilities	-	-	-	-			
CPLTD	-	-	-	-			
WCDFCapex	-	-	-	-			
Undesignated Working Capital	1,292,508	1,292,508	1,292,508	1,292,508	1,292,508	1,195,989	96,519
Total Working Capital	1,292,508	1,292,508	1,292,508	1,292,508	1,292,508	1,278,621	13,887

July 1, 2013

Working Capital designated for Capex, June 30, 2013	0.00
New CapEx designations of Working Capital in FY14 Budget	-
Less FY14 working capital outlays for CapEx	-
Working Capital designated for Capex, September 30, 2013	0.00

City and Borough of Sitka
Marine Service Center
Income Statement
For The Twelve-Month Trailing Period Ending September 30, 2013
(Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	FY2013 YTD
Revenue:					
Leases	67,736	77,528	38,764	58,146	242,174
Other Operating Revenue	-	-	-	-	-
Total Revenue:	67,736	77,528	38,764	58,146	242,174
Cost of Sales:					
Operations	24,985	(1,407)	52,178	16,971	92,727
Depreciation	38,247	38,246	35,646	37,597	149,736
Total Cost of Sales:	63,232	36,839	87,824	54,568	242,463
Gross Margin:	4,504 6.65%	40,689 52.48%	(49,060) -126.56%	3,578 6.15%	(289) -0.12%
Selling and Administrative Expenses	-	-	-	-	-
Earnings Before Interest and Taxes (EBIT):	4,504 6.65%	40,689 52.48%	(49,060) -126.56%	3,578 6.15%	(289) -0.12%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	6,357	5,965	(22,870)	6,096	(4,452)
Interest Expense:	-	-	-	-	-
Total Non-operating Revenue & Expense:	6,357	5,965	(22,870)	6,096	(4,452)
Net Income:	10,861 16.03%	46,654 60.18%	(71,930) -185.56%	9,674 16.64%	(4,741) -1.96%
Earnings Before Interest and Taxes and Depreciation (EBITDA):	42,751 63.11%	78,935 101.81%	(13,414) -34.60%	41,175 70.81%	149,447 61.71%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	49,108	84,900	(36,284)	47,271	144,995
Debt Principal	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	49,108	84,900	(36,284)	47,271	144,995
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	49,108	84,900	(36,284)	47,271	144,995
Depreciation	38,247	38,246	35,646	37,597	149,736
Cash Accumulated For/(Taken From) Asset Replacement	10,861	46,654	(71,930)	9,674	(4,741)
Working Capital					
Beginning Undesignated Working Capital	1,195,989	1,177,264	1,261,985	1,254,664	1,195,989
Net Income Plus Depreciation Less Principal	49,108	84,900	(36,284)	47,271	144,995
CapEx, Accruals, and other Balance Sheet Changes	(67,833)	(179)	28,963	(9,427)	(48,476)
Ending Undesignated Working Capital	1,177,264	1,261,985	1,254,664	1,292,508	1,292,508
Working Capital Designated for CapEx	82,632	64,108	-	-	-

City and Borough of Sitka
Sawmill Cove Industrial Park
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Leases	125,676	-	-	-	125,676	30,002	95,674
Other Operating Revenue	-	-	-	-	-	250	(250)
Total Revenue:	125,676	-	-	-	125,676	30,252	95,424
Cost of Sales:							
Operations	42,334	-	-	-	42,334	50,398	(8,064)
Depreciation	66,779	-	-	-	66,779	56,805	9,974
Total Cost of Sales:	109,113	-	-	-	109,113	107,203	1,910
Gross Margin:	16,563	-	-	-	16,563	(76,951)	93,514
	13.18%	#DIV/0!	#DIV/0!	#DIV/0!	13.18%	-254.37%	267.55%
Selling and Administrative Expenses	-	-	-	-	-	-	-
Earnings Before Interest (EBI):	16,563	-	-	-	16,563	(76,951)	93,514
	13.18%	#DIV/0!	#DIV/0!	#DIV/0!	13.18%	-254.37%	267.55%
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	9,652	-	-	-	9,652	2,945	6,707
Grant Revenue:	-	-	-	-	-	-	-
Sale of Fixed Assets	-	-	-	-	-	-	-
Interest Transfer From SMC Contingency	4,230	-	-	-	4,230	5,164	(934)
Interest Expense:	(4,202)	-	-	-	(4,202)	(2,355)	(1,847)
Total Non-operating Revenue & Expense:	9,680	-	-	-	9,680	5,754	3,926
Net Income:	26,243	-	-	-	26,243	(71,197)	97,440
	20.88%	#DIV/0!	#DIV/0!	#DIV/0!	20.88%	-235.35%	256.23%
Earnings Before Interest and Depreciation (EBID):	83,342	-	-	-	83,342	(20,146)	103,488
	66.31%	#DIV/0!	#DIV/0!	#DIV/0!	66.31%	-66.59%	132.91%
Debt Principal Coverage							
Simple Cash Flow (Net Income Plus Depreciation)	93,022	-	-	-	93,022	(14,392)	107,414
Debt Principal	12,446	-	-	-	12,446	12,446	-
Debt Principal Coverage Surplus/Deficit	80,576	-	-	-	80,576	(26,838)	107,414
Debt Principal Coverage Percentage	747.40%	#DIV/0!	#DIV/0!	#DIV/0!	747.40%	-83.89%	831.30%
Simple Asset Replacement Coverage							
Debt Principal Coverage Surplus/Deficit (From Above)	80,576	-	-	-	80,576	(26,838)	107,414
Depreciation	66,779	-	-	-	66,779	56,805	9,974
Cash Accumulated For/(Taken From) Asset Replacement	13,797	-	-	-	13,797	(83,643)	97,440
Working Capital							
Beginning Undesignated Working Capital	712,988	805,068	805,068	805,068	712,988	332,957	380,031
Net Income Plus Depreciation Less Principal	80,576	-	-	-	80,576	(26,838)	107,414
CapEx, Accruals, and other Balance Sheet Changes	11,504	-	-	-	11,504	5,183	6,321
Ending Undesignated Working Capital	805,068	805,068	805,068	805,068	805,068	311,302	493,766
Working Capital Designated for CapEx	-	-	-	-	-	141,099	(141,099)
Current Assets	1,104,874	1,104,874	1,104,874	1,104,874			
Current Liabilities	(250,022)	(250,022)	(250,022)	(250,022)			
CPLTD	(49,784)	(49,784)	(49,784)	(49,784)			
WCDFCapex	-	-	-	-			
Undesignated Working Capital	805,068	805,068	805,068	805,068	805,068	311,302	493,766
Total Working Capital	805,068	805,068	805,068	805,068	805,068	452,401	352,667

July 1, 2013

\$24,238 - Boat Building

Working Capital designated for Capex, June 30, 2012	24,238.00
New CapEx designations of Working Capital in FY13 Budget	-
	-
	-
Less FY13 working capital outlays for CapEx (Thru 9/30)	(24,238)
Working Capital designated for Capex, September 30, 2013	0.00

City and Borough of Sitka
Sawmill Cove Industrial Park
Income Statement
For The Twelve-Month Trailing Period Ending June 30, 2013
(Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	FY2013 YTD
Revenue:					
Leases	22,361	95,802	148,810	125,676	392,649
Other Operating Revenue	6,630	-	(6,580)	-	50
Total Revenue:	28,991	95,802	142,230	125,676	392,699
Cost of Sales:					
Operations	96,285	40,083	82,360	42,334	261,062
Depreciation	56,806	56,806	96,699	66,779	277,090
Total Cost of Sales:	153,091	96,889	179,059	109,113	538,152
Gross Margin:	(124,100) -428.06%	(1,087) -1.13%	(36,829) -25.89%	16,563 13.18%	(145,453) -37.04%
Selling and Administrative Expenses	-	-	-	-	-
Earnings Before Interest (EBI):	(124,100) -428.06%	(1,087) -1.13%	(36,829) -25.89%	16,563 13.18%	(145,453) -37.04%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	1,919	3,247	8,788	9,652	23,606
Grant Revenue:	-	124,623	65	-	124,688
Sale of Fixed Assets	-	5,013	-	-	5,013
Interest Transfer From SMC Contingency	4,592	4,288	3,990	4,230	17,100
Interest Expense:	(2,355)	(2,355)	(7,496)	(4,202)	(16,408)
Total Non-operating Revenue & Expense:	4,156	134,816	5,347	9,680	153,999
Net Income:	(119,944) -413.73%	133,729 139.59%	(31,482) -22.13%	26,243 20.88%	8,546 2.18%
Earnings Before Interest and Depreciation (EBIDA):	(67,294) -232.12%	55,719 58.16%	59,870 42.09%	83,342 66.31%	131,637 33.52%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	(63,138)	190,535	65,217	93,022	285,636
Debt Principal	12,446	12,445	12,445	12,446	49,782
Debt Principal Coverage Surplus/Deficit	(75,584)	178,090	52,772	80,576	235,854
Debt Principal Coverage Percentage	-507.30%	1531.02%	524.04%	747.40%	573.77%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	(75,584)	178,090	52,772	80,576	235,854
Depreciation	56,806	56,806	96,699	66,779	277,090
Cash Accumulated For/(Taken From) Asset Replacement	(132,390)	121,284	(43,927)	13,797	(41,236)
Working Capital					
Beginning Undesignated Working Capital	311,302	154,820	413,934	712,988	311,302
Net Income Plus Depreciation Less Principal	(75,584)	178,090	52,772	80,576	235,854
CapEx, Accruals, and other Balance Sheet Changes	(80,898)	81,024	246,282	11,504	257,912
Ending Undesignated Working Capital	154,820	413,934	712,988	805,068	805,068
Working Capital Designated for CapEx	266,707	115,867	24,238	-	-

City and Borough of Sitka
MIS Fund
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Data Processing Charges	194,504	-	-	-	194,504	193,216	1,288
Other Operating Revenue	-	-	-	-	-	-	-
Total Revenue:	194,504	-	-	-	194,504	193,216	1,288
Cost of Sales:							
Operations	208,346	-	-	-	208,346	204,904	3,442
Depreciation	22,388	-	-	-	22,388	18,231	4,157
Total Cost of Sales:	230,734	-	-	-	230,734	223,135	7,599
Gross Margin:	(36,230)	-	-	-	(36,230)	(29,919)	(6,311)
	-18.63%	#DIV/0!	#DIV/0!	#DIV/0!	-18.63%	-15.48%	-489.98%
Selling and Administrative Expenses	-	-	-	-	-	-	-
Earnings Before Interest (EBI):	(36,230)	-	-	-	(36,230)	(29,919)	(6,311)
	-18.63%	#DIV/0!	#DIV/0!	#DIV/0!	-18.63%	-15.48%	-489.98%
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	2,147	-	-	-	2,147	1,260	887
Interest Expense:	-	-	-	-	-	-	-
Total Non-operating Revenue & Expense:	2,147	-	-	-	2,147	1,260	887
Net Income:	(34,083)	-	-	-	(34,083)	(28,659)	(5,424)
	-17.52%	#DIV/0!	#DIV/0!	#DIV/0!	-17.52%	-14.83%	-421.12%
Earnings Before Interest and Depreciation (EBIDA):	(13,842)	-	-	-	(13,842)	(11,688)	(2,154)
	-7.12%	#DIV/0!	#DIV/0!	#DIV/0!	-7.12%	-6.05%	-167.24%
Debt Principal Coverage							
Simple Cash Flow (Net Income Plus Depreciation)	(11,695)	-	-	-	(11,695)	(10,428)	(1,267)
Debt Principal	-	-	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	(11,695)	-	-	-	(11,695)	(10,428)	(1,267)
Debt Principal Coverage Percentage	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Simple Asset Replacement Coverage							
Debt Principal Coverage Surplus/Deficit (From Above)	(11,695)	-	-	-	(11,695)	(10,428)	(1,267)
Depreciation	22,388	-	-	-	22,388	18,231	4,157
Cash Accumulated For/(Taken From) Asset Replacement	(34,083)	-	-	-	(34,083)	(28,659)	(5,424)
Working Capital							
Beginning Undesignated Working Capital	327,096	140,885	140,885	140,885	327,096	228,045	99,051
Net Income Plus Depreciation Less Principal	(11,695)	-	-	-	(11,695)	(10,428)	(1,267)
CapEx, Accruals, and other Balance Sheet Changes	(174,516)	-	-	-	(174,516)	-	(174,516)
Ending Undesignated Working Capital	140,885	140,885	140,885	140,885	140,885	217,617	(76,732)
Working Capital Designated for CapEx	239,967	239,967	239,967	239,967	239,967	-	239,967
Current Assets							
Current Assets	455,259	455,259	455,259	455,259	455,259	455,259	455,259
Current Liabilities							
Current Liabilities	(26,807)	(26,807)	(26,807)	(26,807)	(26,807)	(26,807)	(26,807)
CPLTD	(47,600)	(47,600)	(47,600)	(47,600)	(47,600)	(47,600)	(47,600)
WCDFCapex	(239,967)	(239,967)	(239,967)	(239,967)	(239,967)	(239,967)	(239,967)
Undesignated Working Capital	140,885	140,885	140,885	140,885	140,885	228,045	140,885
Total Working Capital	380,852	380,852	380,852	380,852	380,852	228,045	380,852

City and Borough of Sitka
MIS Fund
Income Statement
For The Twelve-Month Trailing Period Ending September 30, 2013
(Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	TTM
Revenue:					
Data Processing Charges	193,215	193,215	193,217	194,504	774,151
Other Operating Revenue	-	-	27,001	-	27,001
Total Revenue:	193,215	193,215	220,218	194,504	801,152
Cost of Sales:					
Operations	200,665	129,909	171,548	208,346	710,468
Depreciation	18,231	18,230	34,860	22,388	93,709
Total Cost of Sales:	218,896	148,139	206,408	230,734	804,177
Gross Margin:	(25,681) -13.29%	45,076 23.33%	13,810 6.27%	(36,230) -18.63%	(3,025) -0.38%
Selling and Administrative Expenses	-	-	-	-	-
Earnings Before Interest (EBI):	(25,681) -13.29%	45,076 23.33%	13,810 6.27%	(36,230) -18.63%	(3,025) -0.38%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	1,148	389	2,589	2,147	6,273
Interest Expense:	-	-	-	-	-
Total Non-operating Revenue & Expense:	1,148	389	2,589	2,147	6,273
Net Income:	(24,533) -12.70%	45,465 23.53%	16,399 7.45%	(34,083) -17.52%	3,248 0.41%
Earnings Before Interest and Depreciation (EBIDA):	(7,450) -3.86%	63,306 32.76%	48,670 22.10%	(13,842) -7.12%	90,684 11.32%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	(6,302)	63,695	51,259	(11,695)	96,957
Debt Principal	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	(6,302)	63,695	51,259	(11,695)	96,957
Debt Principal Coverage Percentage	100.00%	100.00%	100.00%	100.00%	100.00%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	(6,302)	63,695	51,259	(11,695)	96,957
Depreciation	18,231	18,230	34,860	22,388	93,709
Cash Accumulated For/(Taken From) Asset Replacement	(24,533)	45,465	16,399	(34,083)	3,248
Working Capital					
Beginning Undesignated Working Capital	228,045	21,743	85,438	327,096	228,045
Net Income Plus Depreciation Less Principal	(6,302)	63,695	51,259	(11,695)	96,957
CapEx, Accruals, and other Balance Sheet Changes	(200,000)	-	190,399	(174,516)	(184,117)
Ending Undesignated Working Capital	21,743	85,438	327,096	140,885	140,885
Working Capital Designated for CapEx	438,000	256,711	87,561	239,967	239,967
Current Assets	482,278	365,111	577,009	455,259	
Current Liabilities	(22,535)	(22,962)	(114,752)	(26,807)	
CPLTD	-	-	(47,600)	(47,600)	
WCDFCapex	(438,000)	(256,711)	(87,561)	(239,967)	
Undesignated Working Capital	21,743	85,438	327,096	140,885	140,885
Total Working Capital	459,743	342,149	414,657	380,852	380,852

City and Borough of Sitka
Central Garage Fund
Income Statement
For The Twelve-Month Period From July 1, 2013 to June 30, 2014
(Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Vehicle Billings	367,646	-	-	-	367,646	228,675	138,971
Other Operating Revenue	3,409	-	-	-	3,409	-	3,409
Total Revenue:	371,055	-	-	-	371,055	228,675	142,380
Cost of Sales:							
Operations	78,679	-	-	-	78,679	75,461	3,218
Depreciation	93,410	-	-	-	93,410	79,912	13,498
Total Cost of Sales:	172,089	-	-	-	172,089	155,373	16,716
Gross Margin:	198,966	-	-	-	198,966	73,302	125,664
	53.62%	#DIV/0!	#DIV/0!	#DIV/0!	53.62%	32.06%	88.26%
Selling and Administrative Expenses	33,515	-	-	-	33,515	71,053	33,515
Earnings Before Interest (EBI):	165,451	-	-	-	165,451	2,249	92,149
	44.59%	#DIV/0!	#DIV/0!	#DIV/0!	44.59%	0.98%	64.72%
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	24,110	-	-	-	24,110	15,227	8,883
Interest Expense:	(5,000)	-	-	-	(5,000)	(5,625)	625
Total Non-operating Revenue & Expense:	19,110	-	-	-	19,110	9,602	9,508
Net Income:	184,561	-	-	-	184,561	11,851	101,657
	49.74%	#DIV/0!	#DIV/0!	#DIV/0!	49.74%	5.18%	71.40%
Earnings Before Interest and Depreciation (EBIDA):	258,861	-	-	-	258,861	82,161	105,647
	69.76%	#DIV/0!	#DIV/0!	#DIV/0!	69.76%	35.93%	74.20%
Debt Principal Coverage							
Simple Cash Flow (Net Income Plus Depreciation)	277,971	-	-	-	277,971	91,763	186,208
Debt Principal	12,500	-	-	-	12,500	12,500	-
Debt Principal Coverage Surplus/Deficit	265,471	-	-	-	265,471	79,263	186,208
Debt Principal Coverage Percentage	2223.77%	#DIV/0!	#DIV/0!	#DIV/0!	2223.77%	734.10%	#DIV/0!
Simple Asset Replacement Coverage							
Debt Principal Coverage Surplus/Deficit (From Above)	265,471	-	-	-	265,471	79,263	186,208
Depreciation	93,410	-	-	-	93,410	79,912	13,498
Cash Accumulated For/(Taken From) Asset Replacement	172,061	-	-	-	172,061	(649)	172,710
Working Capital							
Beginning Undesignated Working Capital	1,485,108	1,479,385	1,479,385	1,479,385	1,485,108	788,537	696,571
Net Income Plus Depreciation Less Principal	277,971	-	-	-	277,971	91,763	186,208
CapEx, Accruals, and other Balance Sheet Changes	(283,694)	-	-	-	(283,694)	(283,876)	182
Ending Undesignated Working Capital	1,479,385	1,479,385	1,479,385	1,479,385	1,479,385	596,424	882,961
Working Capital Designated for CapEx	313,931	313,931	313,931	313,931	313,931	470,085	(156,154)
Current Assets	1,842,403	1,842,403	1,842,403	1,842,403	1,842,403		
Current Liabilities	913	913	913	913	913		
CPLTD	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)		
WCDFCapex	(313,931)	(313,931)	(313,931)	(313,931)	(313,931)		
Undesignated Working Capital	1,479,385	1,479,385	1,479,385	1,479,385	1,479,385	788,537	690,848
Total Working Capital	1,793,316	1,793,316	1,793,316	1,793,316	1,793,316	1,258,622	534,694

City and Borough of Sitka
Central Garage Fund
Income Statement
For The Twelve-Month Trailing Period Ending June 30, 2014
(Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	TTM
Revenue:					
Vehicle Billings	195,015	661,246	537,607	367,646	1,761,514
Other Operating Revenue	-	22,275	14,850	3,409	40,534
Total Revenue:	195,015	683,521	552,457	371,055	1,802,048
Cost of Sales:					
Operations	125,325	135,907	144,040	78,679	483,951
Depreciation	79,912	79,973	133,091	93,410	386,386
Total Cost of Sales:	205,237	215,880	277,131	172,089	870,337
Gross Margin:	(10,222) -5.24%	467,641 68.42%	275,326 49.84%	198,966 53.62%	931,711 51.70%
Selling and Administrative Expenses	82,516	91,166	119,289	33,515	326,486
Earnings Before Interest (EBI):	(92,738) -47.55%	376,475 55.08%	156,037 28.24%	165,451 44.59%	605,225 33.59%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	14,555	14,289	(17,465)	24,110	35,489
Interest Expense:	(5,625)	(5,625)	(5,625)	(5,000)	(21,875)
Total Non-operating Revenue & Expense:	8,930	8,664	(23,090)	19,110	13,614
Net Income:	(83,808) -42.98%	385,139 56.35%	132,947 24.06%	184,561 49.74%	618,839 34.34%
Earnings Before Interest and Depreciation (EBIDA):	(12,826) -6.58%	456,448 66.78%	289,128 52.33%	258,861 69.76%	991,611 55.03%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	(3,896)	465,112	266,038	277,971	1,005,225
Debt Principal	12,500	12,500	12,500	12,500	50,000
Debt Principal Coverage Surplus/Deficit	(16,396)	452,612	253,538	265,471	955,225
Debt Principal Coverage Percentage	-31.17%	3720.90%	2128.30%	2223.77%	2010.45%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	(16,396)	452,612	253,538	265,471	955,225
Depreciation	79,912	79,973	133,091	93,410	386,386
Cash Accumulated For/(Taken From) Asset Replacement	(96,308)	372,639	120,447	172,061	568,839
Working Capital					
Beginning Undesignated Working Capital	788,537	790,266	1,188,041	1,485,108	788,537
Net Income Plus Depreciation Less Principal	(3,896)	465,112	266,038	277,971	1,005,225
CapEx, Accruals, and other Balance Sheet Changes	5,625	(67,337)	31,029	(283,694)	(314,377)
Ending Undesignated Working Capital	790,266	1,188,041	1,485,108	1,479,385	1,479,385
Working Capital Designated for CapEx	389,895	373,643	34,850	313,931	313,931
Current Assets	1,231,655	1,634,646	1,634,229	1,842,403	
Current Liabilities	(1,494)	(22,962)	(64,271)	913	
CPLTD	(50,000)	(50,000)	(50,000)	(50,000)	
WCDFCapex	(389,895)	(373,643)	(34,850)	(313,931)	
Undesignated Working Capital	790,266	1,188,041	1,485,108	1,479,385	1,479,385
Total Working Capital	1,180,161	1,561,684	1,519,958	1,793,316	1,793,316

City and Borough of Sitka
 Building Maintenance Fund
 Income Statement
 For The Twelve-Month Period From July 1, 2013 to June 30, 2014
 (Unaudited)

	Jul-Sep 2013	Oct-Dec 2013	Jan-Mar 2014	Apr-Jun 2014	FY2014 YTD	FY2013 YTD	Y-To_Y Variance
Revenue:							
Building Maintenance Charges	-	-	-	-	-	-	-
Other Operating Revenue	-	-	-	-	-	-	-
Total Revenue:	-	-	-	-	-	-	-
Cost of Sales:							
Operations	159,048	-	-	-	159,048	118,752	40,296
Depreciation	624	-	-	-	624	-	624
Total Cost of Sales:	159,672	-	-	-	159,672	118,752	40,920
Gross Margin:	(159,672) 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	(159,672) #DIV/0!	(118,752) #DIV/0!	(40,920) #DIV/0!
Selling and Administrative Expenses	23,191	-	-	-	23,191	31,383	23,191
Earnings Before Interest (EBI):	(182,863) 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	(182,863) #DIV/0!	(150,135) #DIV/0!	(64,111) #DIV/0!
Non-operating Revenue and Expense:							
Interest and Non-Operating Revenue:	11,398	-	-	-	11,398	39,505	(28,107)
Interest Expense:	-	-	-	-	-	-	-
Total Non-operating Revenue & Expense:	11,398	-	-	-	11,398	39,505	(28,107)
Net Income:	(171,465) 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	(171,465) #DIV/0!	(110,630) #DIV/0!	(92,211) #DIV/0!
Earnings Before Interest and Depreciation (EBID):	(182,239) 0.00%	- #DIV/0!	- #DIV/0!	- #DIV/0!	(182,239) #DIV/0!	(150,135) #DIV/0!	(63,487) #DIV/0!
Debt Principal Coverage							
Simple Cash Flow (Net Income Plus Depreciation)	(170,841)	-	-	-	(170,841)	(110,630)	(60,211)
Debt Principal	-	-	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	(170,841)	-	-	-	(170,841)	(110,630)	(60,211)
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%	100%	100%
Simple Asset Replacement Coverage							
Debt Principal Coverage Surplus/Deficit (From Above)	(170,841)	-	-	-	(170,841)	(110,630)	(60,211)
Depreciation	624	-	-	-	624	-	624
Cash Accumulated For/(Taken From) Asset Replacement	(171,465)	-	-	-	(171,465)	(110,630)	(60,835)
Working Capital							
Beginning Undesignated Working Capital	2,433,084	2,316,268	2,316,268	2,316,268	2,433,084	2,682,867	(249,783)
Net Income Plus Depreciation Less Principal	(170,841)	-	-	-	(170,841)	(110,630)	(60,211)
CapEx, Accruals, and other Balance Sheet Changes	54,025	-	-	-	54,025	(2)	54,027
Ending Undesignated Working Capital	2,316,268	2,316,268	2,316,268	2,316,268	2,316,268	2,572,235	(255,967)
Working Capital Designated for CapEx	-	-	-	-	-	-	-
Current Assets							
Current Assets	2,318,273	2,318,273	2,318,273	2,318,273	2,318,273	2,318,273	-
Current Liabilities	(2,005)	(2,005)	(2,005)	(2,005)	(2,005)	(2,005)	-
CPLTD	-	-	-	-	-	-	-
WCDFCapex	-	-	-	-	-	-	-
Working Capital	2,316,268	2,316,268	2,316,268	2,316,268	2,316,268	2,682,867	(366,599)

City and Borough of Sitka
Building Maintenance Fund
Income Statement
For The Twelve-Month Trailing Period Ending September 30, 2013
(Unaudited)

	Oct-Dec 2012	Jan-Mar 2013	Apr-Jun 2013	Jul-Sep 2013	TTM
Revenue:					
Building Maintenance Charges	78,901	90,284	286,039	-	455,224
Other Operating Revenue	-	1,543	24,300	-	25,843
Total Revenue:	78,901	91,827	310,339	-	481,067
Cost of Sales:					
Operations	154,882	123,760	339,823	159,048	777,513
Depreciation	1,249	624	624	624	3,121
Total Cost of Sales:	156,131	124,384	340,447	159,672	780,634
Gross Margin:	(77,230)	(32,557)	(30,108)	(159,672)	(299,567)
	-97.88%	-35.45%	-9.70%	0.00%	-62.27%
Selling and Administrative Expenses	36,004	33,667	56,553	23,191	149,415
Earnings Before Interest (EBI):	(113,234)	(66,224)	(86,661)	(182,863)	(448,982)
	-143.51%	-72.12%	-27.92%	0.00%	-93.33%
Non-operating Revenue and Expense:					
Interest and Non-Operating Revenue:	35,252	32,405	12,748	11,398	91,803
Interest Expense:	-	-	-	-	-
Total Non-operating Revenue & Expense:	35,252	32,405	12,748	11,398	91,803
Net Income:	(77,982)	(33,819)	(73,913)	(171,465)	(357,179)
	-98.84%	-36.83%	-23.82%	0.00%	-74.25%
Earnings Before Interest and Depreciation (EBID):	(111,985)	(65,600)	(86,037)	(182,239)	(445,861)
	-141.93%	-71.44%	-27.72%	0.00%	-92.68%
Debt Principal Coverage					
Simple Cash Flow (Net Income Plus Depreciation)	(76,733)	(33,195)	(73,289)	(170,841)	(354,058)
Debt Principal	-	-	-	-	-
Debt Principal Coverage Surplus/Deficit	(76,733)	(33,195)	(73,289)	(170,841)	(354,058)
Debt Principal Coverage Percentage	100%	100%	100%	100%	100%
Simple Asset Replacement Coverage					
Debt Principal Coverage Surplus/Deficit (From Above)	(76,733)	(33,195)	(73,289)	(170,841)	(354,058.00)
Depreciation	1,249	624	624	624	3,121.00
Cash Accumulated For/(Taken From) Asset Replacement	(77,982)	(33,819)	(73,913)	(171,465)	(357,179.00)
Working Capital					
Beginning Undesignated Working Capital	2,682,867	2,606,135	2,572,939	2,572,235	2,682,867.00
Net Income Plus Depreciation Less Principal	(76,733)	(33,195)	(73,289)	(170,841)	(354,058.00)
CapEx, Accruals, and other Balance Sheet Changes	1	(1)	(66,566)	54,025	(12,541.00)
Ending Undesignated Working Capital	2,606,135	2,572,939	2,433,084	2,455,419	2,316,268.00
Working Capital Designated for CapEx	-	-	-	-	-



Legislation Details

File #: 14-011 Version: 1 Name:
Type: Correspondence Status: AGENDA READY
File created: 1/8/2014 In control: City and Borough Assembly
On agenda: 1/14/2014 Final action:
Title: Reminders and Correspondence
Sponsors:
Indexes:
Code sections:
Attachments: [Reminders and Correspondence](#)

Date	Ver.	Action By	Action	Result
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REMINDERS

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>
Tuesday, January 14	Worksession: Quarterly Financial Presentation	5:00 PM
Tuesday, January 14	Regular Meeting	6:00 PM
Monday, January 20	Strategic Planning Session	6:00 PM
Tuesday, January 28	Regular Meeting	6:00 PM



Assembly Calendar

[2013](#)
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 [Feb](#)
 [Mar](#)
 [Apr](#)
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 [Dec](#)
 [2015](#)

January 2014

[AdChoices](#)
 [▶ Year Calendar](#)
 [▶ January Calendar](#)
 [▶ 2014 Calendar](#)
 [▶ Holiday Calendar](#)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29 Dec	30	31	1 Jan	2	3	4
Hackett Esquiro Hunter	Hackett Esquiro Hunter	Esquiro Hunter 1:00pm SCVB Board	Esquiro Hunter NEW YEAR'S DAY	Esquiro Hunter 12:00pm Parks & Rec 12:00pm SEDA	Esquiro	
5	6	7	8	9	10	11
		7:00pm Planning 7:00pm <u>School</u>	6:00pm Historic Preservation 6:00pm Port & Harbors Commission 6:00pm Police and Fire 7:00pm <u>Library</u>	12:00pm LEPC		
12	13	14	15	16	17	18
		12:00pm Health Needs and Human Services Commission 5:00pm Worksession: Quarterly Financial Presentation 6:00pm <u>Reg Assembly Mtg</u>	6:30pm STA			
19	20	21	22	23	24	25
	12:00pm Tourism Commission Meeting 6:00pm Assembly Strategic Planning Session	Reif 12:00pm <u>Tree/Landscape</u> 7:00pm <u>Planning</u> 7:00pm <u>School</u>	Reif	Reif 6:30pm <u>Hospital Board</u>	Reif	Reif
26	27	28	29	30	31	1 Feb
Reif	Reif	Reif 1:00pm SCVB Board 6:00pm <u>Regular Assembly Mtg</u>	Hackett	Hackett	Hackett	Hackett

Assembly Calendar

[2013](#)
 [Jan](#)
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 [Mar](#)
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February 2014

[AdChoices](#) |
 [Calendar](#) |
 [Upcoming Events](#) |
 [Events Planning](#) |
 [Special Events](#)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 Jan	27	28	29	30	31	1 Feb
Reif	Reif	Reif 1:00pm SCVB Board 6:00pm Regular Assembly Mtg	Hackett	Hackett	Hackett	Hackett
2	3	4	5	6	7	8
Hackett	Hackett	Hackett 7:00pm Planning 7:00pm School	Hackett 6:00pm Police and Fire 7:00pm Library	Hackett 12:00pm Parks & Rec	Hackett	Hackett
9	10	11	12	13	14	15
Hackett	Hackett	Hackett 12:00pm Health Needs and Human Services Commission 6:00pm Reg Assembly Mtg	Hackett 6:00pm Historic Preservation 6:00pm Port & Harbors Commission	Hackett 12:00pm LEPC	Hackett	Hackett
16	17	18	19	20	21	22
Hackett	Hackett 12:00pm Tourism Commission Meeting	Hackett 12:00pm Tree/Landscape 7:00pm Planning 7:00pm School	Hackett 6:30pm STA	Hackett	Hackett	Hackett
23	24	25	26	27	28	1 Mar
Hackett	Hackett	Hackett 1:00pm SCVB Board 6:00pm Regular Assembly Mtg	Hackett	Hackett 6:30pm Hospital Board	Hackett	Hackett

Correspondence Information:

- “Letter of Inquiry” to the Rasmuson Foundation
- Letters of support for Alaska Arts Southeast, Inc.
- Monthly Update - Public Works Progress Report
- Monthly Update – Blue Lake Expansion Project

Rasmuson letter of Inquiry for Library

Michael Harmon

Sent: Monday, January 06, 2014 9:36 PM

To: Sara Peterson

Cc: Mark Gorman; matt@cityofsitka.com

Attachments: Signed Letter of Inquiry.pdf (2 MB) ; ATT00001.htm (1 KB)

Sara,

Attached please find a copy of the "letter of inquiry" that we will be submitting to the Rasmuson Foundation in hopes of receiving an invitation to apply for a grant for the Library project. In order to apply for a grant we must submit this information in this format to be selected to receive an invitation. If we receive an invitation to apply, we will run the grant application through the Assembly for approval prior to submission.

As Mark discussed at the staff meeting, this would be good information for correspondence to keep everyone informed on what is happening.

Thanks.

Michael Harmon

=====

Public Works Director

100 Lincoln Street

Sitka, AK 99835

(907) 747-1823



City and Borough of Sitka

PUBLIC WORKS

100 LINCOLN STREET • SITKA, ALASKA 99835

PHONE (907) 747-1804 • FAX (907) 747-3158

SIGNATURE AUTHORIZATION FORM

To: Mark Gorman, City Administrator

From: _____ Public Works

Date:

Description of request:

Justification:

Is this a planned item or a new request:

Is this item budgeted? Yes No

Is there a contingency built into the budget? Yes Amount Remaining _____

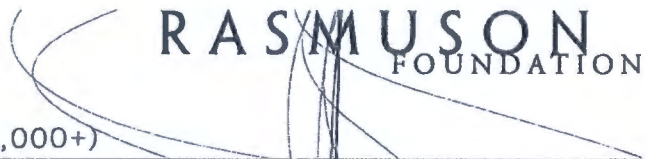
No

Time Frame of Project or Key Milestones:

APPROVALS

Date Taken		Date of Approval
12/27	Finance <u>GO</u>	12/27
12/31	Public Works Director <u>MATT</u>	12/31
_____	Legal <u>N/A</u>	_____
_____	Assembly <u>N/A</u>	_____
_____	Other <u>N/A</u>	_____

MATT,
CORRECTIONS MADE 12-31-13
INCREASED COSTS PER M.V. SUGGESTION FOR \$35K COMPACTING STORAGE
THIS IS READY FOR FINAL APPROVALS & SIGNATURES



TIER 1 (\$25,000 OR LESS) & TIER 2 (\$25,000+)

COVER SHEET

Legal name of organization City and Borough of Sitka
 Address of organization 100 Lincoln Street
 City Sitka State Alaska Zip Code 99835
 Phone number (907) 747-3294 Fax number (907) 747-4779
 Website address cityofsitka.com
 Date of incorporation City 1913 City/Borough 1974 Federal Tax ID# 92-0041163
 Organizational status IRS 501(c)(3) Other (explain) Municipal Government 501 (C) (25)

Mission of organization

The mission of Kettleton Memorial Library is to provide a varied collection of resources to meet the evolving library needs of its patrons and to promote reading as an essential element of an informed citizenry. KML provides services and resources through free, equal and reliable access to information. KML endeavors to utilize technologies that extend and enhance service in an environment where individuals are encouraged to safely access, explore and discover the world.

Name of chief executive Mark Gorman Title Municipal Administrator
 CEO telephone number (907) 747-1808 CEO email address markgorman@cityofsitka.com
 Contact for this application John P. Sweeney III Contact title Finance Director
 Contact telephone number (907) 747-1836 Contact email address jay@cityofsitka.com

Application is Tier 1 Request Tier 2 Letter of Inquiry

Project title Kettleton Memorial Library Expansion

Project budget \$ 6,677,426 Amount requested \$ 353,668

Specific purpose for which funds are requested

These funds will be used to complete the furnishing, equipment, shelving, and technology requirements of our library expansion.

Mark Gorman 12/31/13
 Signature of authorized official (Board chair or chief executive) Date

Mark Gorman Municipal Administrator
 Typed name Title

FINANCIAL SUMMARY	LAST COMPLETE FISCAL YEAR (actual)	CURRENT FISCAL YEAR (budget)
Total revenue		
Total expenses		

Kettleson Memorial Library –Rasmuson Letter of Inquiry

Brief History: The Sitka Public Library officially opened its doors on March 20, 1924. Between 1924 and 1967, the public library occupied ten different locations. In 1968, the library, now known as the Kettleson Memorial Library (KML), moved into its current location. In 1983, the library was expanded to its present size of 7,500 square feet.

Services Provided: KML provides an impressive assortment of library services, including public checkout of adult fiction and non-fiction, children and youth books, talking books, periodicals, videos, music tapes and CDs. Computers are available for public use. E books can be downloaded. The library staff provides a well-planned weekly preschool story time. Teen activities take place on a regular schedule. KML also serves as a public meeting place for author readings, poetry readings, and other presentations. The 2012 attendance to all classes, presentations, and author visits totaled 3,112. There were 372 different activities for youth with a total attendance of 6,390 in 2012. KML is easily the most widely used public building in Sitka. KML is open and staffed 71 hours per week.

Geographical Area: KML is located in Sitka, Alaska on Baranof Island. The City and Borough of Sitka encompass Baranof Island and the smaller Japonski Island that is connected to Baranof Island by the O'Connell Bridge. According to the United States Census Bureau, the City and Borough of Sitka is the second largest incorporated area in the U.S, with a total area of 4,811.5 square miles. The communities of Baranof Warm Springs, Port Armstrong, Port Walter and Port Alexander are also within the Borough

Number of Beneficiaries: As of the census of 2010, there were 8,881 people, 3,545 households, and 2,211 families residing in the borough. The library provides library services to all residents of Sitka, several hundred summer fishermen, the Coast Guard Base, Alaska State Trooper Academy and Mount Edgecumbe High School. KML also provides books and periodical to people across the country through interlibrary loan.

Description of Project: The City of Sitka and Kettleson Memorial Library in the process of a 60% library expansion, which is now at the schematic design phase. On December 10, 2013, the city assembly approved the design allowing the project to move forward. This 60% expansion will allow KML to increase the children's room size, add a separate teen room, enlarge the public meeting space, increase the space of the local history section, provide ADA accessible restrooms, and increase computer usage for the public.

Need for Project: Ten years ago we completed a survey that showed KML was woefully undersized to meet it's mission in the community. Because of its design, the children's room is extremely crowded at all times and especially over-crowded during special events like story hour. Teens have been relegated to as small area in the children's room. Public events like author readings have to take place in and around the regular library patrons. The stacks are crowded and inaccessible to anyone in wheelchairs. These same stacks are jammed with books so tightly packed that some are impossible to access. The CL Andrews Collection of Alaskan History and native artifacts needs its own space and the introduction of climate control. In addition, patrons involved in collaborative projects need individual study spaces and a small conference room.

Current Status: MRV Architects of Juneau has completed the final concept design and the City Assembly gave it approval to move forward on December 10, 2013.

Timeline for Project Completion: Completed design is due in spring 2014, with bids to follow and construction is slated to begin in August 2014. Project completion is scheduled for September 2015.

Contribution of Project to Quality of Life for Alaskans: Nothing demonstrates the vitality of a community better than a public library. Every day people walk through the doors of Kettleson Library hoping to foster growth on one kind or another. A library is an incubator of ideas, a place to relax, and a place of research. Studies document that public libraries are key institutions for healthy communities. This expansion will allow the KML to stay current with current library practices and to be better prepared for the fast-changing trends of a 21st century library.

Total Project Cost: Currently the KML project has been budgeted at \$6,677,426. This budget includes non funded bid alternatives. These items are part of our fund request.

How Much Has Been Raised to Date

Fund raising and donations	\$450,841
City contributions	94,868
State DLG	<u>5,700,000</u>
Total	\$6,245,709

Amount Requested and What Grant Funds Will Purchase: We are requesting \$353,668 to be used for adult and children furnishing, stacking chairs, movable tables, computers and other electronic media, a self checkout system, library casework including new book stacks, compacting storage, a new circulation counter, and glass display cases

How the Balance Will Be Raised: The balance would be raised through continued fund raising and grant efforts.

Future Sustainability: Kettleson Memorial Library will continue and a service provided by the City and Borough of Sitka. It will be included in the annual budget process that sustains all city services such as the fire, police or planning departments. The operating budget funded for KML funded by the City was approximately \$884,000. The design of the expanded library allows for the same number of employees. The choice of building materials, heating system and roof design will make this the most energy efficient building in the community adding to its sustainability.

Project Director and Qualifications: Mark Gorman, Municipal Administrator, will provide oversight and direction to the management of the project. Mr. Gorman has extensive experience managing capital projects. Sarah Bell, KML Director, will serve as the library liaison to the project. Sarah directs the overall management of KML including the budget, patron services and collection development.

Tier 1 / Tier 2

Itemized Project Budget

Legal name of organization: City and Borough of Sitka

Date: December 13, 2013

Project title: Kettleson Memorial Library Expansion

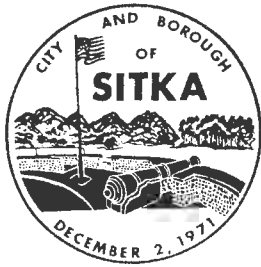
Rasmuson request total: \$353,668

Under COSTS, list specific project components and the cost of each. Separate capital items from non-capital items (for example, do not include shipping, installation, or training as part of the cost of a capital item).

Under SOURCES OF FUNDING, list the sources of funding for each component and indicate whether those funds are pending, committed, or secured; and whether they are cash or in-kind. Show how project revenues are allocated to costs.

COSTS (Expenses)				SOURCES OF FUNDING (Revenue)			
Item List each project component	UNIT COST	# UNITS	Item cost (quote or estimate)	Rasmuson request	Other funding	Other sources of funding - Name and list each source of revenue for each item.	
Building Construction	\$4,225,000	1	\$4,225,000		\$4,225,000	State DLG	Secured/Cash
Site/Parking Lot Construction	\$350,000	1	\$350,000		\$350,000	Fundraising/Donations	Secured/Cash
Design	\$680,000	1	\$680,000		\$680,000	State DLG	Secured/Cash
Temporary Library Relocation	\$120,000	1	\$120,000		\$120,000	State DLG/ City	Secured/In Kind/Cash
Project Management	\$240,000	1	\$240,000		\$240,000	State DLG	Secured/Cash
Alternates	\$88,575	1	\$88,575		\$88,575	State DLG/ Fundraising	Secured/Pending
Contingency	\$420,000	1	\$420,000		\$420,000	State DLG	Secured/Cash
Feasibility Study & Surveys	\$94,868	1	\$94,868		\$94,868	City of Sitka	Secured/Cash
Sofa Chairs	\$500	50	\$25,000	\$25,000			Pending/Cash
Tables	\$450	15	\$6,750	\$6,750			Pending/Cash
Conference Chairs	\$125	26	\$3,250	\$3,250			Pending/Cash
16" Conference Table	\$2,000	1	\$2,000	\$2,000			Pending/Cash
10" Conference Table	\$1,750	1	\$1,750	\$1,750			Pending/Cash
Office Desk and Chairs	\$3,500	6	\$21,000	\$21,000			Pending/Cash
Movable Tables	\$339	8	\$2,712	\$2,712			Pending/Cash
Stacking Chairs	\$100	50	\$5,000	\$5,000			Pending/Cash
Computers and Software	\$2,000	20	\$40,000	\$40,000			Pending/Cash
DVD Dispenser	\$20,000	1	\$20,000	\$20,000			Pending/Cash
Projector	\$7,580	1	\$7,580	\$7,580			Pending/Cash
Projection Screen	\$2,555	3	\$7,666	\$7,666			Pending/Cash
Appliances (refrigerator/microwave)	\$2,150	1	\$2,150	\$2,150			Pending/Cash
Self Checkout System	\$10,000	1	\$10,000	\$10,000			Pending/Cash
Book Depository	\$2,093	1	\$2,093	\$2,093			Pending/Cash
Circulation Desk	\$11,276	1	\$11,276	\$11,276			Pending/Cash
Glass Display Cases	\$3,386	2	\$6,771	\$6,771			Pending/Cash
24" Double Book Stacks	\$108,125	1	\$108,125	\$108,125			Pending/Cash
12" Single Book Stacks	\$10,149	1	\$10,149	\$10,149			Pending/Cash
24" Children's Double Stack	\$13,970	1	\$13,970	\$13,970			Pending/Cash
Bike Racks	\$833	2	\$1,666	\$1,666			Pending/Cash
Stroller Racks	\$1,050	2	\$2,100	\$2,100			Pending/Cash
Trash Containers	\$300	5	\$1,500	\$1,500			Pending/Cash
Benches	\$616	10	\$6,160	\$6,160			Pending/Cash
Compacting Storage For Archive	\$35,000	1	\$35,000	\$35,000			Pending/Cash
Children's Desk	\$209	12	\$2,508		\$2,508	Friends of KML Matching	Pending/Cash
Children's Sofa Chair	\$500	2	\$1,000		\$1,000	Friends of KML Matching	Pending/Cash
Children's Sofa	\$1,200	6	\$7,200		\$7,200	Friends of KML Matching	Pending/Cash
Operable Wall Installation	\$5,082	1	\$5,082		\$5,082	Friends of KML Matching	Pending/Cash
Operable Wall Children's Area	\$19,406	1	\$19,406		\$19,406	Friends of KML Matching	Pending/Cash
Furnishings Shipping and Install	\$70,119	1	\$70,119		\$70,119	State DLG	Secured/Cash
Totals			\$6,677,426	\$353,668	\$6,323,758		

\$6,129,868



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

January 7, 2014

Alaska Arts Southeast, Inc.
PO Box 3086
Sitka, AK 99835

Dear Alaska Arts Southeast,

The City and Borough of Sitka (CBS) is pleased to submit this letter of support for Alaska Arts Southeast's (AASE) National Endowment for the Arts, Our Town grant application.

The CBS fully endorses this innovative proposal which will host a month long creative collaboration of artists and scientists on the AASE Sitka campus. The beneficiaries of this event will include independent travelers who will participate in an exploration of the creativity behind art works and scientific enquiry. Residents of our community will also benefit from the infusion of new ideas and activity. Of equal importance will be the potential for economic stimulus resulting from the magnet effect of establishing Sitka as the arts and science center of Alaska. Further, this will add a unique tourism niche as one of our key economic strategies.

AASE is a remarkable success story. Through its committed leadership and legions of community volunteers, it has transformed the ghost of the Sheldon Jackson Campus to a vibrant center of the arts and sciences. It has realized this transformation in less than four years. This accomplishment has been achieved through visionary management and governance whose operative notion is that through dedicated and meaningful collaboration most any goal can be actualized.

Through the AASE's recent evolution, the CBS has played an increasingly active role including providing financial, advisory and in kind support. As an emerging part of our local economy, the CBS will continue to explore ways it can be supportive of AASE's programming and development which contribute to our community's economic resiliency and livability.

In conclusion, the CBS extends its support of the AASE application. We believe it has tremendous transformational potential to engage its participants in life expanding activities and help diversify Sitka's economy.

Yours Sincerely,

Mark Gorman
Municipal Administrator
City and Borough of Sitka



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

January 7, 2014

To Whom it May Concern:

As Mayor of the City and Borough of Sitka, I am honored to submit this letter of support for Alaska Arts Southeast's (AASE), Our Town, grant application. The proposed Artist Scientist Project is an exciting program that will reach out to adults and independent travelers. This is the only application the community of Sitka is submitting for the National Endowment for the Arts, Our Town, grant.

Last January, in addition to a letter of support I wrote for AASE, the City and Borough of Sitka (CBS) Assembly also passed a resolution supporting AASE. The Assembly has been pleased with the continued progress AASE has made in our community. It seems to be nothing short of a miracle to witness how the worn out buildings have been transformed into places of learning and inspiration for so many. Of course, we realize that grants, donations, and hard work have brought about this change and we want to see this continue because of the positive effects on Sitka's livability and economic resilience.

AASE, better known as the Sitka Fine Arts Camp, is a major contributor to Sitka's tourist economy (the leisure industry represents 11% of our economy). Since 2008, Sitka has experienced a decline in cruise ship passengers, therefore this increase in the independent traveler is an important boost to our local economy. Not only will the addition of AASE events be helpful for Sitka's economy but these events will create a healthy diversity within our community. AASE will be working closely with the Sitka Convention and Visitors Bureau to attract the independent traveler.

In 2013, the Assembly demonstrated their support for an increase of independent travelers to Sitka and for arts and science in various ways:

- The Assembly approved an expenditure, and I also used some of my discretionary Mayor funds, to help pay for the resurfacing of the large parking lot at the Hames Center prior to the Alaska Travel Industry Association Conference. This not only showed support for the industry but also support for the entire AASE campus as the lot is used by many campus organizations.
- The Assembly supported an allocation of \$300,000 to help fund a Marketing/Branding project that will attract independent travelers to Sitka.
- In a recent Assembly strategic planning session, various members expressed the desire to support the Sitka Fine Arts Camp and promote the development of a professional cyber community - those who live in Sitka but work online, the type of people AASE's proposed program will likely draw to Sitka.

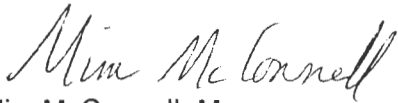
I have personally been involved with working on the campus buildings when AASE has held their 100 Volunteer Day event. This past summer I helped paint a stairwell in one of the buildings. Every time I go on campus I have a pride of ownership and I know hundreds of others in Sitka feel the same.

Providing for today ... preparing for tomorrow

I am extremely impressed with the world-class programs AASE offers our small town. My grandchildren participate in camp activities throughout the year in which they look forward to the afterschool classes and summer programs. Parents appreciate these programs because it makes well-rounded children.

The CBS Assembly will continue to look for ways to work with AASE in the coming years as they have proven themselves to be an organization that is vital in making our community both vibrant and resilient. I will continue to volunteer on campus when time allows and encourage others to do the same.

Sincerely,

A handwritten signature in cursive script that reads "Mim McConnell". The signature is written in black ink and is positioned above the printed name.

Mim McConnell, Mayor
City and Borough of Sitka

December Public Works Progress Report 1-1-14

Centennial Hall & Library Site Parking Lot Development:

Milestones This Period

- Plexiglass covers for the seating lighting completed in December 2013.
- Construction of a snow dump between Centennial Hall and the Library is complete. Concrete will be cured enough to use for its intended purpose by January 17, 2014.

Future Milestones

- Design is complete for supplemental lighting work to replace the temporary lighting installed in the fall of 2013. Will procure construction contractor to complete work either via change order to existing contract or via competitive bid.
- Some punch list items will be addressed in the spring of 2014.

Background

The project includes the complete reconstruction of the Centennial Hall Parking Lot and Crescent Harbor Parking lot. The improvements include storm drain, water, sewer, curb and gutter, paving, lighting, pedestrian plaza and landscaping. The project was accepted as substantially complete on September 30, 2013. S&S General Contractors was awarded the construction contract in the amount of \$2,613,651. The total project budget is \$3,950,000. There is an unencumbered balance of \$340,000.

Baranof Street Water and Sewer Improvements:

Milestones This Period

- The project was accepted as Substantially Complete on September 30, 2013.
- Final payment has been made to the contractor. The warranty payment is pending completion of the one-year warranty period starting at Substantial Completion.

Future Milestones

- CBS Engineering Staff will submit application for State of Alaska Department of Environmental Conservation final approval to operate.

Background

The project includes water, sewer, storm drain, curb and gutter, sidewalk and pavement improvements and has a total funding of \$2,672,500 including Alaska Department of Environmental Conservation (ADEC) Municipal Matching Grant and Loan funds.

The Assembly awarded the construction contract to S&S General Contractors on the April 23, 2013, Assembly meeting, in the amount of \$1,712,916. The total estimated project cost is \$2,232,000.

Edgecumbe Drive Street Reconstruction:

Milestones This Period

- O'Neill Surveying and Engineering submitted draft as-built survey of the Edgecumbe Drive right-of-way due at the beginning of January 2014.
- Design/build procurement consultant met with Public Works staff to review project scope, schedule and budget. Delivered draft concept Request for Proposals in December 2013, and is revising per Public Works review comments.

Future Milestones

- Will issue Request for Proposal in January 2014.
- Proposals due in early March 2014.
- Anticipate award of design/build contract in late March 2014. Contractor will be responsible for design and will propose a schedule. Construction can begin before design is complete with CBS approval.
- Begin construction July 2014.
- Complete construction November 2014.

Background

The project includes drainage, sidewalk, curb and gutter, pavement and potentially traffic calming improvements on Edgecumbe Drive from Peterson Street to Cascade Creek Road. The total project budget is \$5.46 million. Public Works will pursue a design/build contract that would allow the contractor to fit a project into our budget that will best satisfy a priority list we will provide in the bid package.

Hollywood & New Archangel design:

Milestones This Period

- Received 35% design drawings and cost estimate from design consultant DOWL HKM in December 2013.
- Project appeared on Governor's Budget for \$570,000 ADEC Grant. Award won't be final until Legislature passes the State FY2015 budget.

Future Milestones

- 65% design drawings and cost estimate due February 2014.
- 95% design drawings and cost estimate due March 2014.

- Construction drawings and final cost estimate due April 2014.
- Bid the project during Winter 2014-2015 for Summer 2015 construction.

Background

The project includes design for water, sewer, storm drain and pavement improvements, and potentially curb and gutter and sidewalk improvements on Hollywood Way and New Archangel Street from Halibut Point Road to Marine Street. Funding for design is available from ADEC Loans (Hollywood Water \$250,000, Hollywood & New Archangel Sewer \$500,000), General Fund budget for streets (\$5,000), and Enterprise Funds (Hollywood Water \$25,000, Hollywood Sewer \$25,000, New Archangel Sewer \$25,000). Project will require a minimum additional \$20,000 contribution from the general fund to address Hollywood Way road rebuilding and drainage.

Airport Baggage and TSA Area design:

Milestones This Period

- Received draft scoping and design criteria report from McCool Carlson Green in January 2014.

Future Milestones

- Incorporate Airport Users Group comments into final report in February 2014.
- Upon Assembly approval of project scope, award design contract for airport improvements in February 2014.
- Submittal of application to the Federal Aviation Administration to collect Passenger Facility Charges to fund airport improvements due March 2014.
- 65% design drawings and cost estimate due April 2014.
- 95% design drawings and cost estimate due June 2014.
- Construction drawings and final cost estimate due August 2014.

Background

The project includes design for expansion of the baggage makeup and TSA baggage screening areas. The project will also help establish a Passenger Facility Charges (PFC) program that will raise funds for the construction of the work. Funding collected from a previous PFC program amount to \$275,000 for the design project.

Pacific High School:

Milestones This Period

- Classes under way at the improved school on January 7, 2014.

Future Milestones

- Contract closeout will require additional submittals from Sunland Development Company, LLC.

Background

The project includes the complete reconstruction of the Pacific High School. The improvements include the same size building as being replaced and include a stairway and walkway to the kitchen in the SEC Center. The heating system is an air to air heat pump. The interior design includes opening walls that allow flexible space. The project budget is \$2.671 million.

Centennial Hall Renovation:

Milestones This Period

- The Architects John Weir and Garrett Burtner of, McCool Carlson Green (MCG), met with the Building Design Committee (BDC), the Assembly in a Work Session and held a Public Meeting, where conceptual building elevations were presented and comment taken. MCG has modified the building elevations and changed the scale and canopy cover of the entries based on input from the meetings and comments received through social media. The rest of the design team is working on developing the design to the 35% milestone in order to perform the 35% professional cost estimate.

Future Milestones

- Concept/Schematic Design and 35% Cost Estimate due February 2014.
- Assembly approval of 35% design and project budget March 2014.
- Design Development documents and 65% cost estimate due May 2014.
- Construction Documents and 95% cost estimate due August 2014.
- Project Bidding October 2014.
- Award construction contract December 2014.
- Begin construction winter/spring 2015.
- Complete construction summer 2016.

Background

The current total estimated cost for this project is \$15.2 million including the new museum wing. Phase one estimated cost is \$11,421,000. Current grant funding allocated specifically to the project is only \$8,230,000. A \$2,000,000 FY10 Legislative Grant designated for a lightering facility visitor's center (previously planned for under the O'Connell Bridge), is eligible to be used for this project since Centennial Hall serves as a visitor center for the Crescent Harbor Lightering Facility.

A FY14 Legislative Priority Request was submitted consisting of \$4,200,000 for the Centennial Hall building improvements and \$3,341,000 for combined Library/Centennial

Hall heating system improvements; however it does not appear that either request will be funded at this time. Additionally, approximately \$2,000,000 is available in the Marine Passenger Fee Fund that could be used for this project. If additional funds are not secured, the scope of the project will need to be scaled back or phased with additional museum and meeting space expansion planned for the future when funding becomes available.

Ultra Violet (UV) Disinfection Facility:

Milestones This Period

- The 65% design review has been completed.
- UV reactor submission received December 2014 and forwarded to design consultant for review and inclusion in the project design.

Future Milestones

- Submission to DEC February 2014
- The 95% design is due March 2014.
- The 100% design due April 2014.
- The project will be bid for construction in May 2014.
- The project construction will begin June 2014.
- The project construction will be complete November 2014.
- ADEC approval to operate December 2014.

Background

The Blue Lake drinking water system is a surface water system, which must comply with the EPA Enhanced Surface Water Treatment Rules (ESWTRs). The subject UV Disinfection Facility will provide the additional microbial and disinfection controls required under the ESWTRs.

The current project cost estimate is \$8,966,000. Funding for this project is provided by State of Alaska Department of Environmental Conservation (ADEC) loans and grants:

- \$4,000,000 FY 2011 ADEC Loan. Includes \$2,500,000 financed with \$1,500,000 subsidized.
 - \$2,550,000 FY 2012 ADEC Loan (pending).
 - \$3,500,000 FY 2012 ADEC Grant (30% local match requirement).
 - \$2,061,000 FY 2013 ADEC Grant (pending - 30% local match requirement).
- \$12,111,000 Total Project Funding.

The grants and loans indicated as pending are grants and loans listed on the Alaska Drinking Water Fund intended use plans, for which CBS has submitted appropriate paper work to have the grant or loan finalized.

Library Development Planning:

Milestones This Period

- The Design team, MRV Architects, met with the Library Design Committee last month and presented the proposed conceptual design and conceptual cost estimate to the Assembly which approved the project at the December 10, 2013 meeting.

Future Milestones

- Finalization of the FEMA information is still outstanding.
- Design completion May- June 2014.
- Advertisement for bids July 2014.
- Construction begins August 2014.
- Construction Compete August 2015.

Background

The design phase is expected to take 12 months at a minimum with the earliest advertisement for construction planned for late summer/fall 2014. The project construction may be completed in 2015, depending on the phasing plan that is developed.

The State funding of \$5.7 million awarded to CBS is a direct appropriation with no funding match requirements. A private donation of \$400,000 has also been given to the project by the John J. and Eleanor Brust Family. \$350,000.00 of the budget was allocated to the Centennial Hall Parking Lot Project to relocate the Swan Lake storm drain, leaving a current project budget of \$5.75 million for the expansion and renovation of the Library.

Storm Water Management Plan:

Future Milestones

- Storm Water Ordinance will be developed in January 2014.

Background

The first phase of the Storm Water Master Plan was completed in late June 2012 with Tetra Tech Alaska, LLC gathering existing infrastructure data and condition inventory to include in our GIS system along with precipitation analysis and drainage basin delineation as part of the first phase of the project. The second year grant funding (FY13) was approved by the Alaska Department of Environmental Conservation and the grant agreement was authorized by the Assembly in July 2012. The grant amount of \$43,388 requires a forty percent CBS match of \$28,925. This phase included collecting more field data, preparing the Storm Water Management plan, Sitka specific rainfall

intensities, recommended Best Management Practices, Capital Improvement Plan and an example Storm Water Ordinance.

Alternative Water Source Investigation Filtration (Blue Lake Project):

Milestones This Period

- Application for Engineering plan Review was submitted 1/2/14

Future Milestones

- The system is planned to be operational in July 2014.

Background

The proposed schedule has the design completed in October 2013, Alaska Department of Environmental Conservation permitting completed in March of 2014, construction of the piping and pumping completed in April 2014 and final installation of the filter units in June 2014 for operation in July 2014. The preliminary design cost estimate has a projected design and construction cost of \$3,000,000. Due to the lack of well potential in the Indian River Valley, temporary surface water filtration will need to be utilized during the Blue Lake Project outage. Award of the design contract to CH2MHILL, was approved by the Assembly on February 12, 2013.

Blatchley Middle School:

Milestones This Period

- The door correction change order has been executed and the work is in progress.
- The one year warranty is in effect and the contractors are addressing issues as required.

Future Milestones

- Sitka School District is working on prioritizing the list of uncompleted major maintenance items that may be completed with the remaining project funding.

Background

The projects (combined Fund 704- now closed out, and Fund 706) funding including the Assembly approved accumulated interest of \$12.863 million for major maintenance is nearly complete. There remains encumbered funds for the remodel project and remaining funds for additional major maintenance needed at the school. The Sitka School District is in the process of prioritizing the remaining major maintenance projects that may still be able to be funded.

ANB Harbor Replacement (Project # 90674):

Milestones This Period

- Demolition of the piling, floats and approach trestle are nearly complete.

- Six (6) new piling have been socketed into the bedrock to support the new approach trestle and gangway.
- An amendment to the grant agreement between the City and State of Alaska has been signed to account for the Installation phase of the work.
- CBS Electric Department installed a new transformer to serve ANB Harbor.
- The Alaska Native Brotherhood has expressed an interest in acquiring the old approach trestle from the City. PW Staff will work with ANB to facilitate that request.

Future Milestones

- A second and final barge for the ANB Harbor project is scheduled arrive in Sitka the week of January 6, 2014.
- Piling and float installation will continue for the next several months with the marginal float and float 1 installed first.
- Installation of the new water line to serve the harbor along the beach will occur on Jan 1-2 to take advantage of the lowest tides of the project.
- Removal of rock obstructions from the inner harbor will begin in mid-January.

Background

CBS received a FY13 State of Alaska Municipal Harbor Facility Matching Grant, for the ANB Harbor Replacement Project, which will cover 50% of eligible construction costs not to exceed \$4,250,000 in match funding. CBS has received bond proceeds from the Alaska Municipal Bond Bank in the amount of \$4,300,000 for this project. On January 10, 2013, the Assembly awarded a Professional Services Contract to Moffatt & Nichol for the ANB Harbor Replacement Project. On June 25, 2013, the Assembly approved award of the Procurement Contract to Transpac Marinas, Inc. for \$2,698,870. On October 22, 2013, the Assembly approved award of the Installation Contract to Pacific Pile & Marine L.P. for \$3,639,319. The total project cost is currently estimated at \$7,720,000.

Sitka Community Hospital Roof Replacement (Project # 90737):

Milestones This Period

- Punch list items are complete.

Future Milestones

- New walkway pads will be the last remaining item before Final Completion. The wrong material was sent by the supplier (TPO rather than PVC). PW Staff is recommending deferring walkway pads installation until spring 2014 as installation in the cold will result in unsatisfactory performance.

Background

The Assembly approved award of a construction contract to CBC Construction, Inc. in the amount of \$784,754.16 for the Sitka Community Hospital Roof Replacement project on April 23, 2013. Due to the very competitive bid received, a change order to the contract was approved to upgrade the insulation to a better product (polyiso instead of EPS). The project is funded through a \$1,200,000 FY2013 State Legislative Grant.

Swan Lake Restoration / Dredging Project (Project # 90747):

Milestones This Period

- A change order adding more dredging quantity to the contract was signed.

Future Milestones

- The Contractor is planning to complete all of the dredging in 2014.
- Purchase of a refurbished aquatic weed harvester was included in the grant funding. These floating machines cut and remove the vegetation to improve recreational opportunities and water flow through the lake. The search for a suitable harvester is ongoing with several suppliers.

Background

The Assembly approved award of a construction contract to Island Enterprises, Inc. in the amount of \$399,806 for the Swan Lake Restoration – Lake Dredging project on April 23, 2013. The project includes dredging prioritized selected locations to improve water flow through the lake, winter habitat for fish, access and recreation in general. The City and Borough of Sitka received \$771,236 in Federal funds through the Coastal Impact Assistance Program (CIAP) for this restoration project on Swan Lake. The grant is administered through the Wildlife and Sport Fish Restoration Program, CIAP Branch and runs through December 2015.

Sea Walk – Crescent Harbor Park to National Historic Park:

Milestones This Period

- Screening fences around transformers at harbor gangways and sidewalk replacement around Crescent Park restrooms were completed.
- A change order was signed adding the Centennial Hall snow dump to the Sea Walk project.
- Several punch list items were completed.

Future Milestones

- A change order to address drainage issues is anticipated.
- Remaining work will be completed by January 15, 2013.

Background

On March 12, 2013, the Assembly approved award of a contract to CBC Construction for the Sea Walk – Crescent Harbor Park to National Historic Park project in the amount of \$1,222,662.14 for the base bid and all five additive alternates. The current phase of the Sea Walk extends from the Centennial Hall Parking Lot to the Sitka National Historic Park boundary near Kelly Street. The Sea Walk is funded by way of the following: \$1,000,000 FY 2011 State of Alaska Grant (Sea Walk Extension Part C), \$700,000 FY 2011 State of Alaska Grant (Crescent Park Sidewalk Widening), \$80,000 Paul Sarbanes Transit in the Parks Programs (TRIP) Grant (applied for and administered by National Park Service), and \$175,000 CPET funds (Sea Walk – Centennial Building to Tennis Courts).

Federal Land Access Program (FLAP) Grant:

Milestones This Period

- Match Agreement with Western Federal Land has been signed.
- Mental Health Land Trust (MHLT) construction License and Easement documentation has been signed.
- Bureau of Land Management application has been signed and submitted.
- Memorandum of Understanding with Sitka Trail Works and CBS has been signed.
- Reimbursable Agreement with Western Federal Land has been signed and submitted.
- Baranof Island Housing Authority (BIHA) construction License and Easement documentation has been signed.
- The CBS is starting to work with the property owners to secure construction licenses and easements of the properties that will be affected during and after the trail is constructed.
- Project Agreement with Western Federal Land has been signed.
- Corps Permit has submitted for the review process.
- National Environmental Protection Act (NEPA) process has been initiated and sent on to Western Federal Lands for finalizing.

Background

The City and Borough of Sitka has been awarded a \$916,897 MAP-21 Federal Lands Access Program (FLAP) Grant for Phase 5 Cross Trail multimodal pathway (Cross TMP), Baranof Street and Yaw Drive connectors, by Western Federal Lands (WFL). The Assembly approved submission of the grant in Resolution 2013 - 03 in February 2013.

Phase 4 of the project, a \$926,000 STIP Grant for a multimodal pathway reconstruction and re-routing from Yaw Drive to the CBS property was funded by the Department of Transportation in the 2009 STIP. DOT planners, with the concurrence of Western Federal Lands (WFL) and CBS, initiated action to combine the two projects as a single \$1.8 million grant and have the project managed by Western Federal Lands for greater efficiency and cost savings.

Solid Waste Management Plan:

Milestones This Period

- A Request for Qualifications (RFQ) for a consultant to develop a Solid Waste Management Plan began advertisement September 16, 2013 with submittals due October 14, 2013. Three proposals were received and are under review with the Municipal Solid Waste (MSW) team.
- Received three Request for Qualification submittals. The Municipal Solid Waste Team met and selected CB&I unanimously. In the process of negotiating a contract and securing a scope and schedule. Once this has been completed, the contract will come back to the Assembly for approval to move forward with the project.

Background

The City and Borough of Sitka (CBS) currently does not have a Solid Waste Management Plan to address the current or future needs of the Solid Waste Fund and general operations. As we approach the end of the current collection and off-island disposal contracts in 2015, we believe it is in the best interest of the CBS to be better prepared with a plan that details the goals and direction of our solid waste management backed with data and a financial plan.

At the June 6, 2013 Assembly Meeting, the Assembly approved advertising for a Request of Qualifications and select a consultant to assist Public Works in developing a Solid Waste Management Plan.

The funding for a Solid Waste Management Plan would come from the working capital of the Solid Waste Fund which is approximately \$1.5 million. It is projected that a Solid Waste Management Plan would cost between \$150,000 to \$250,000 depending on the complexity of future goals and the amount of public process exploring options. This cost estimate is based from other master planning we have accomplished for Water, Wastewater, and Harbors.

Sawmill Cove Industrial Park Marine Industry Service Center Feasibility Study:

Milestones This Period

- The Consultant continued to collect and analyze data - collected via interviews and analyzing the results of the boat owner's survey.

- PW Staff held a teleconference with the Consultant on December 10, 2013.

Future Milestones:

- A draft report is to be delivered to CBS no later than January 17, 2014; the Consultant has been encouraged to make delivery earlier if at all possible. After review and comment by DPW and the SCIP Board, the report will be finalized and delivered to CBS/SCIP in a presentation meeting, no later than February 15, 2014.

Background

The project is funded by a Federal Earmark of \$486,917, of which some \$26,917 will go to the AK-DOT&PF for their costs to administer the funds for the FHWA. The project will be administered by Public Works and the Sawmill Cove Industrial Park Director (Garry White). In that the funding is through the State of Alaska, State procurement procedures will be followed to comply with Federal requirements.

Water Service Calls; Leaks/Locates/Routine Repairs & Maintenance:

- During the last month, the Water Division responded to 18 callouts; 10 for locates, three for turning water on/off, four leak investigations – all four were ground water and not leaking city water and one hydrant hit by a private snow plow.
- Water operators flushed the transmission main the night of December 9, 2013 and continued to flush all major distribution mains during the following two weeks. Each fall these water mains are flushed at high velocity to remove any sediment that has settled during the previous year. The flushing is preceded by several weeks of vacuum valve box cleaning to be sure the valves are accessible and leak listening with a special amplification device. The majority of these activities take place early in the mornings before traffic makes working in the streets difficult and noisy. Noise levels are recorded and compared with previous year's values for individual main line valves which will guide additional leak investigations in specific areas in the spring. During flushing many fire hydrants are utilized; this year four hydrants along HPR were found that were not draining. Hydrants drain into the ground through small ports that are open when the hydrant is closed and conversely closed when the hydrant is open and flowing water. Proper draining avoids freezing in the barrel of the hydrant; note that hydrant valves and drain ports are typically five feet below grade. Operators were successful in flushing out these four hydrants and getting them to drain without excavating around them.
- Water operators completed updating our system's Vulnerability Assessment and Emergency Response Plan; a Homeland Security requirement. These plans are purposely kept private as they list the water system's vulnerable sites.

- The morning of December 17, 2013, a water break was called in by residents near the DeArmond/ New Archangel intersection. PW crew was busy with snow removal so the water operators hired a contractor operator and excavator to assist. They had the cracked 6" cast iron main on DeArmond repaired by the end of the day.
- Water operators participated in a meeting where the 65% plans for the UV treatment building were thoroughly reviewed. Water operators along with Engineering, our WWWW Mechanic, WWWW Electrician and Env. Superintendent have been reviewing the plans in detail for about 2 weeks. We all got together and shared our comments and questions on a conference call with the design engineers.

Wastewater (WW) Repairs & Maintenance:

- The city-wide power outage that began late Friday night, December 20, 2013 generated about 15 hours of overtime for WW operators. Power outages are a real concern for our WW system since we rely on so many pumps to keep the WW moving. All our large lift stations (LS) have permanently installed backup generators while many smaller LSs plug for trailer mounted portable generators. During a major power outage the stand-by operator typically calls in one or two additional operators to assist in being sure all backup generators have started properly and transferred to generator power and then proceed to check levels in the wet wells of the LS without permanent backup power to determine when and where trailer mounted generators might be needed. City-wide power outages frequently generate some additional electrical problems – many of which are not found until the city power comes back on. This power outage burned out a small transformer at Landfill LS that produces 24 volt control power in the panel. We have never lost one of these transformers before and did not have a spare. In true "MacGyver" fashion our WWWW Electrician connected two 12 volt batteries together to make 24 volts and get the station back up and running. A battery charger was later connected and the station ran fine while a spare transformer was sent over from a controls manufacturer shop in Juneau.
- WW operators continue to do research work on the existing old Lake St. LS. Individual pumping and dry weather inflow rates were determined during the first week of September. Wet weather flows continue to be. This data along with survey information will be used to select pumps for the replacement LS in the future.
- During the power outage, WW operators noticed what looked like higher flows entering the Channel LS. Operators began investigating for collection system leaks or improper connections but smoke testing the collection system on December 26, 2013.
- WW and maintenance operators continue our in-house winter project to reorganize and clean up the maintenance shop; installing a new sink and counter as well as improving equipment storage around the shop exterior walls. The

shop is the storage location for loaner equipment such as: water valve wrenches, back flow preventers, meters for hydrant connections, and other small parts and pieces needed on a non-routine basis contractors and the public who check out through our WW staff.

Sawmill Cove Industrial Site – Wastewater (WW) Update:

- In later December operators began pressure testing the 6” force main from the SMC lift station to Whale Park. Once pressure testing confirms no leaks in the repaired HDPE main the flows in the park will be split between the small extended aeration secondary treatment plant and the LS that pumps WW to the municipal system. We will keep the extended aeration plant operational = keep the bugs alive, so that it is ready to again take on the full load of the park when DOT’s contractor returns to complete the SMC Rd phase III work.

Indian River Temporary Filtration system:

- A temporary filtration system is being designed to treat Indian River water to serve the public during the Blue Lake penstock outage in 2014. We have been working closely with CH2MHill, the designer, reviewing plans for the temporary filtration system and answering specific questions about the site and old facilities.

Blue Lake Water Quality: (Water Division/Electric Department)

- The Water Division continues working with the Electric Department to evaluate background water quality data out in the lake and around the construction activity as required during the project. This background data from out in the lake and at different depths will help us understand water quality changes in the future as the lake fills to greater depths and as the water moves through the lake towards the intake. Very limited sampling is planned during the winter.



BLUE LAKE EXPANSION PROJECT

MONTHLY UPDATE FOR CITY ASSEMBLY

Report No. 13

Month ending December 31, 2013

SCOPE

- 83 ft. dam raise with modified tunnel system and new 15.9 MW powerhouse (\$89 million)
- Eight supply contracts for Owner-Furnished equipment and materials (\$16 million)

PROJECT HIGHLIGHTS DURING THIS MONTH

- December 6- Participated in the quarterly Executive Partnering session.
- December 10-11- Met with Gilkes reviewed deliverables and agreed to a modified payment schedule.
- December 13- Barnard submitted the first draft generation outage plan describing the work that will be performed during the fall 2014 generation outage.
- December 15- ASRC McGraw Constructors (AMCL) completed the erection of power house steel columns and roof trusses.
- December 17- Advertised Contract 8 Reservoir Debris Management.
- December 18-January 3- Generally work crews took some time off for the holidays.
- December 20- Barnard completed the last concrete placement in the intake tunnel gate shaft.
- December 20- Barnard signed agreement with Pall for the lease of temporary filtration units.
- December 20- CH2MHill submitted final design for Alternate Water Supply. The design was reviewed and forwarded to Barnard for change order pricing.
- December 20 –Southeast Earthmovers (SEEM) completed the access road excavation until rock bolting may be conducted. Barnard will finish the access road excavation following the required rock bolting.
- December- Barnard made: 1 concrete placement at the thrust block, 1 placement at the cutoff wall, and 3 block placements in the main dam near the left abutment.
- TO DATE – 20 of 79 blocks of concrete have been placed at the dam, 3230 CY of 3350 CY have been placed at the powerhouse. Concrete tests have been better than required by the specification.

COST SUMMARY - updated 12/30/2013

Project Element	Current Contract Total or Projected Amount	Payments	
		Paid this Month	Paid to Date*
Supply Contracts			
Contract 1 - Turbine Generator Equipment	\$11,573,707	\$3,096	\$10,261,098
Contract 2 - Switchgear	\$647,672	\$0	\$226,499
Contract 2A - SS Switchgear	\$300,000	\$0	\$0
Contract 3 - Gates and Hoist	\$780,185	\$0	\$703,376
Contract 4 - Penstock	\$836,315	\$0	\$795,778
Contract 5 - 69 kV Transformers	\$601,184	\$0	\$543,130
Contract 6 - Bridge Crane Equipment	\$270,518	\$0	\$245,246
Contract 7 - Steel Building	\$1,139,321	\$82,728	\$1,084,397
Contract 8, Debris Management	\$1,530,000	\$0	\$0
Contract 9, General Construction	\$89,963,432	\$2,208,348	\$50,635,407
Diesel Fuel	\$1,260,000	\$0	\$0
Temporary Filtration**	\$3,000,000	\$35,789	\$99,624
Remaining Project Costs		\$0	\$0
License Amendment	\$1,400,000	\$1,662	\$1,199,625
Engineering	\$9,498,393	\$5,820	\$11,712,295
Construction Management	\$8,076,201	\$153,191	\$4,356,509
City Performed Work	\$1,495,000	\$23,604	\$1,609,554
Incentive Payment	\$1,600,000	\$0	\$0
Cost of Insurance/Reserve Account	\$3,500,000	\$0	\$0
TOTALS	\$137,471,928	\$2,514,237	\$83,472,538
ESTIMATED TOTAL PROJECT COST	\$141,517,667		

*Paid to Date includes unpaid retainage

**Temporary Filtration budget updated. Assembly approval will be requested at a later date for the overrun.

COST CHANGES THIS MONTH

- No other change orders were issued for the equipment and materials contracts that affect the cost of these goods.
- We continue to expect a series of change orders for the supply contracts for the purchase of additional spare parts (Contracts 1, 2, and 6) over the next months. These suppliers continue to be slow in getting us pricing and information for the spares.
- The City has agreed to a Value Engineering arrangement on the construction of the micropile scour wall in the plunge pool below the dam.
- The City has agreed to a no cost change order (Contract 9) to modify the dam site staging area.
- A series of change items are still under negotiation as follows:
 - Changes to the powerhouse electrical conduit and cable requirements (a group of changes in conduit and the addition of a number of control cables).
 - Dredging in front of the dam's sluice gate valve and repair of this valve if necessary. This will be done next spring when the lake is drawn down.

We do not expect these change items to impact the project schedule.

CONSTRUCTION SCHEDULE MILESTONES: PLANNED/ACTUAL

Construction Start	11-20-2012 / 12-03-2012	Sub. Comp. BLU #5	10-24-2014/
Drainage Tunnel Comp.	07-01-2013 / 05-05-2013	Sub. Comp. FVU	11-12-2014/
Tunnel ex. complete	08-19-2013 / 07-24-2013	Sub. Comp. BLU#4	11-22-2014/
Ready for Gen. Outage	08-24-2014/	Substantial Completion	02-01-2015/

NOTES ON PROJECT SCHEDULE

- The most recent look-ahead schedule submitted by Barnard shows the following upcoming target dates:
 - a. Erect powerhouse steel and roof by the end of January.
 - b. Install bridge crane in powerhouse during January.
 - c. Complete left abutment dam concrete work throughout January.
 - d. Begin second season concrete placements in dam spillway area.
 - e. Continued excavation of the powerhouse access road.
 - f. Begin stabilization of reservoir access road.
 - g. Open bids on Contract 8 January 28.
- Most of the Owner furnished materials and equipment are now on site. Only the switchgear and the inlet valve for the Fish Valve turbine remain to be delivered.
- The CM team and Electric Department continue working on the City-performed work tasks to ensure these activities are completed on time. Good progress continued in December. We are on-track with the City-performed work The City performed work will be removed from the risk analysis next month. The City has prepared a work plan that coordinates the City performed work with Barnard's Project Schedule.
- Barnard/ NAES and the CM team will be preparing commissioning plans in preparation for the generation outage.

OTHER ITEMS OF INTEREST

- The Blue Lake reservoir has stopped spilling .The City is maximizing generation at Blue Lake to maximize the intake structure work window for Barnard. Throughout 2014, water will be conserved at Green Lake for use during the fall 2014 generation outage. The generation model has been configured to manage both reservoirs to minimize the require diesel generation until the next expected spill from the two reservoirs in late 2016.

PROJECT RISK PROFILE

A discussion of the major risk areas follows below. As a general rule risks are measured as follows:

LOW: Probability of less than 10%, or mitigation cost less than \$1 million.

MODERATE: Probability of more than 30%, or mitigation cost up to \$5 million.

HIGH: Probability of more than 60%, or mitigation cost likely more than \$5 million.

The City's project team believes the following risk areas will dominate the potential for increases in overall Project cost. We also believe these areas pose the greatest risk for schedule delays.

Construction Schedule: In Barnard's most recent (January 1, 2013) schedule, the critical start of the 2014 Generation Outage is shown starting on August 18, 2014, six days ahead of schedule. It is interesting to note that Barnard is still on schedule in spite of the Christmas holiday season. The Total Project Cash Flow reflects the decrease in production over the holidays.

CURRENT RISK: LOW

Weather and Lake Levels: Green Lake is approximately 1.5 feet above spill and Blue Lake has completed spilling. This situation sets us up very well for the next season.

CURRENT RISK: LOW (through 2013)

Rock Conditions: Contract 9 includes an allowance of \$2,702,000 for rock support in the Project tunnels, shafts and excavations. This rock support is a combination of rock bolts, shotcrete, and steel arch supports. Project-wide the total underground excavation work is now about 96% complete.

We have determined that there are several areas that need rock support or work beyond the original design. It is fortunate that these areas are generally not critical operating structures. The following areas require additional rock support or removal:

1. In the reservoir and intake area we are adding: above ground slope support along the access road; rock support in the intake area;
2. In the powerhouse area, removal of a rock knob along the powerhouse access road was required, as described above.

The total underground and dam foundation rock support on the Project is significantly less than budgeted. We have a large under-run on rock support quantities, which will result in cost savings to the City. These cost savings will most likely be used to pay for the added above ground rock support in the intake and powerhouse areas.

CURRENT RISK: NIL. – *Rock conditions are no longer considered a risk item for the Project, we will not report separately on rock conditions in future Assembly Updates, unless there is a significant change.*

City Performed Work, for Contract 9: The City has elected to self-perform some work associated with the Project's general construction. This work includes: procurement, installation and field wiring of a switchyard control building; installation and connection of fiber-optic cables from the powerhouse to the dam; control wiring of the Fish Valve Unit generator; and design and installation of the SCADA system. More than 70% of this work is now complete. Several significant milestones in this area were achieved in December including: final shop witness tests for the industrial water pump control panels; completion of the plant function panel by City staff; completion of the switchyard control enclosure; and procurement of most electrical devices and materials for all remaining City-furnished electrical equipment. We are nearing completion of this Work, several months before we need to deliver these components to Barnard. ..

CURRENT RISK: NIL. [See Appendix 1-Action Plan at the end of this monthly update, for the status of this self-performed work]. This item will be removed from the risk summary in future Assembly Update reports.

Temporary Water Filtration Plant: During the August through September 2014 outage of the Blue Lake tunnel, the City will get its drinking water from a temporary water supply. This temporary system remains to be leased and installed at Indian River; some final design is still required. This system must be in place and fully operational prior to the Generation Outage. Any delay in the filtration plant beyond August 23, 2014, will delay the hydro expansion Project. Barnard will be providing the filtration project as a change order to contract 9. The filtration project is being managed by McMillen LLC and CH2MHILL will perform the final design. The City Water Department will operate the plant with assistance from CH2MHILL and the supplier.

CURRENT RISK: MODERATE [The current status of the filtration system design and planned construction is described in Appendix 2. If the filtration system is constructed as planned, we will be on track for the Expansion Project.]

Other: This is a broad combination of bad things that might happen such as: earthquakes; construction site accidents; floods; extreme winter weather; fire; labor unrest; etc. We expect that many of these risks would be covered by insurance at least in part.

CURRENT RISK: LOW

PROJECT PHOTO RECORD THIS MONTH

Photos are taken of each work area each month from a fixed location to document construction progress by work area. Relevant photos of the project for this month are provided on the following pages.



Figure 1. Dam and Left Abutment Area, Barnard made 1 concrete placement at the thrust block, 1 placement at the cutoff wall, and 3 block placements in the main dam near the left abutment. Barnard also prepped the spillway.



Figure 2. Drainage Tunnel and Scour Wall, the lake finished spilling.



Figure 3. Intake Portal and Right Abutment, no change this month.



Figure 4. Gate House Location, Barnard completed the last concrete placement in the intake tunnel gate shaft.



Figure 5. Dam Staging area, No change this month.



Figure 6. Lower Portal Area, no change this month.



Figure 7. Powerhouse Site, ASRC McGraw Constructors (AMCL) completed the erection of power house steel columns and roof trusses.



Figure 9. Lower Project Site, Southeast Earthmovers (SEEM) completed the access road excavation until rock bolting may be conducted.

LAKE LEVEL WINDOW FORECAST

NOTE TO CITY ASSEMBLY

We are changing the format of the Lake Level Report with this December 31, 2013 update. The beginning of 2014 ushers in a new group of lake level management goals for the City, which are a mix of meeting the spring 2014 lake level target (required so Barnard can construct the tunnel intake structure) and in preserving as much water as possible in both Blue Lake and Green Lake in order to minimize diesel generation needs in the fall of 2014 and the spring of 2015, and following year.

So, with this month's Assembly Update, we are providing lake level predictions for both Blue Lake and Green Lake, showing the probabilities of meeting various lake level targets along with the probability of needing significant diesel generation in 2014 and 2015.

We must provide a low enough level for Barnard to complete the intake structure in late March 2014. At the same time, wasting too much water in order to draw Blue Lake's level down quickly in 2014 carries a significant penalty for having to replace this hydro generation with diesel generation over the next 22 months.

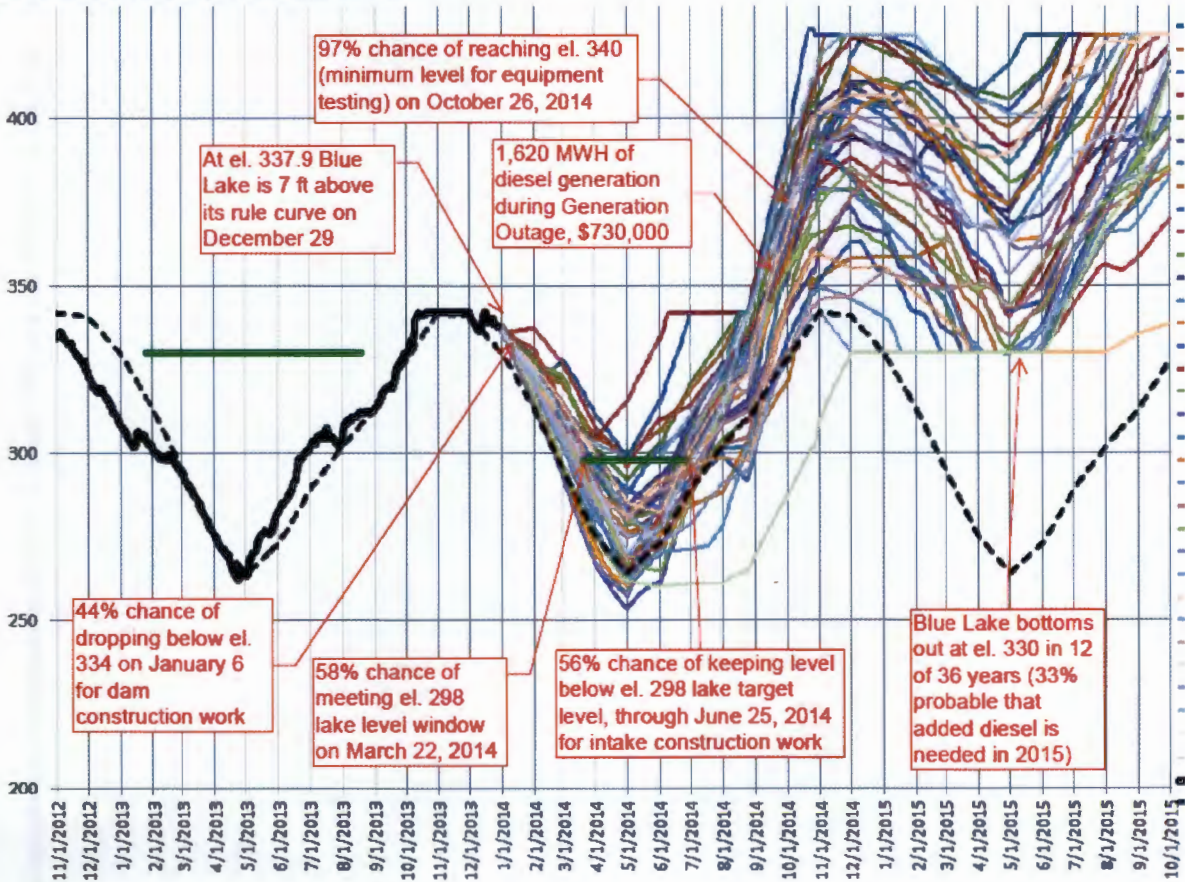
The following two pages show the current prediction for both lakes, based on water levels at the end of December, 2013.

Blue Lake Level Forecast – December 30, 2013

Case 10. Start December 30, 2013. Multi-year simulation using 36 year hydrologic record. 117,000 MWH system load until August 26, 2014. Then conservation assumed to reduce load to 112,000 MWH through October 2015. All water wasting is stopped on January 3, 2014. PMFU operation is also stopped on January 3, 2014. FVU is run at full load until March 22, 2014. THIS IS THE CURRENT SUGGESTED OPERATING PLAN FOR THE SYSTEM.

Note that in each of these 36 simulations, D4 diesel is assumed to run 10 hours each day during the Generation Outage at an average output of 3 MW.

Blue Lake water level simulation.



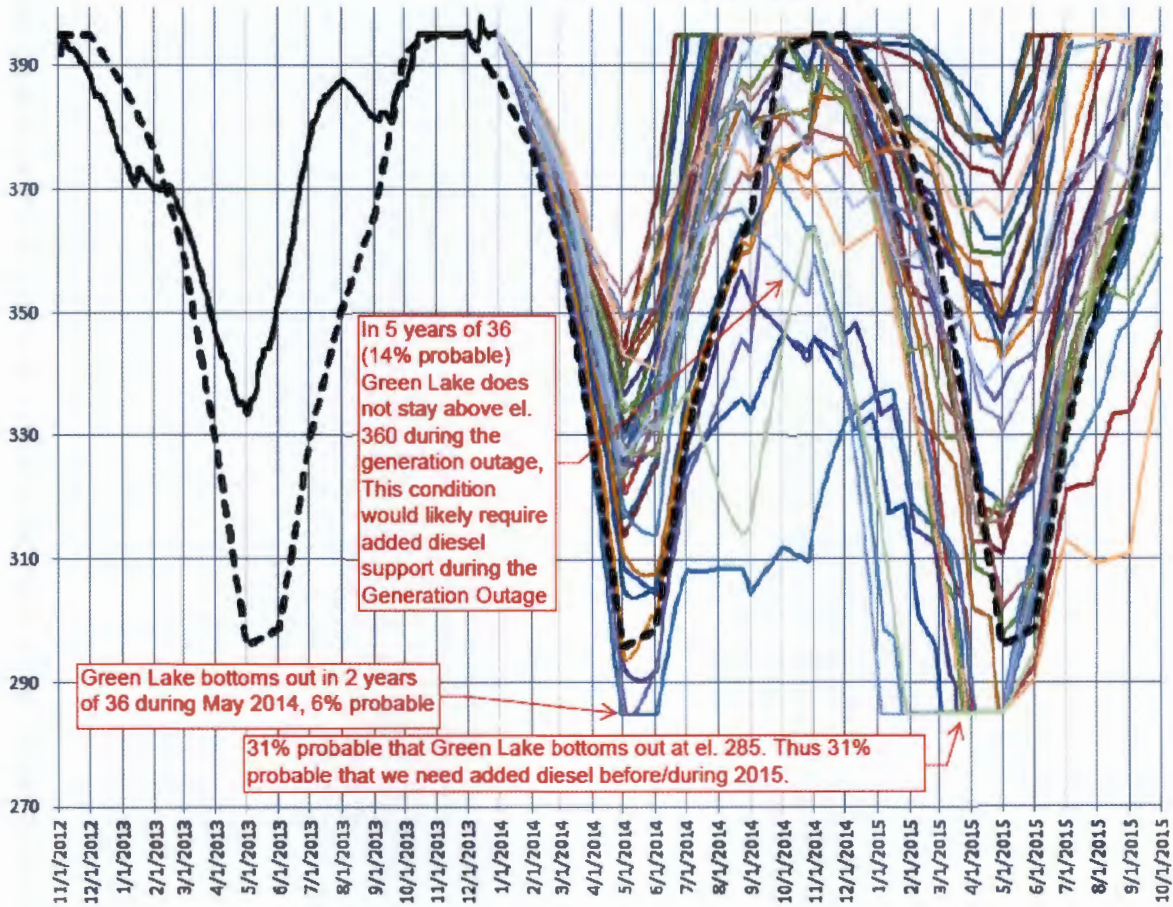
Total diesel generation predicted by this simulation:

Period	Dates	MWH of diesel	Cost at \$0.45 per kWh
Spring 2014	-	0	\$0
Generation Outage	Aug 26 – Oct 26, 2014	1,620 ⁽¹⁾	\$731,000
Spring 2015	Mar 30 – June 16, 2015	varies	\$varies

(1) Assumes approx 30 MWH per day for daily peaks, scheduled manually in model

See next page for Green Lake predicted levels under this scenario.

**Case 10
Green Lake Level Forecast – December 30, 2013**



Appendix 1 to Monthly Update for City Assembly

**December, 2013
ACTION PLAN
City Performed Work, for Contract 9**

The following table presents the Project Team's plan, staffing assignments and schedule to ensure that these owner-furnished design, fabrication and construction elements of the Expansion Project do not delay the construction contractor or result in additional costs.

Blue shaded boxes indicate completed work items.

Yellow shaded boxes indicate items of concern.

Project Element	Design Phase		Fabrication, Delivery and Construction		
	Lead	Date planned/ complete	Lead	Date Complete	Notes
PH Plant Function PLC panel, with BOM (north wall, near gridline 4, sits on floor)	S. Kim	4/30/2013/	B. Belley	July 2013	Panel to be "owner furnished" to Barnard. Conduit underneath panel will go through cutout.
Industrial water pump panel - control cabinet (outside the south wall of PH)	S. Kim	5/15/2013	B. Belley	June 2013	Panel to be "owner furnished" to Barnard. UPS will give 5-10 minutes of power in the event of an outage. (OK).
Industrial water pump panel VFD cabinet (inside the east wall of PH—southeast corner)	S. Kim	7/15/2013	B. Belley	August 2013	Included with industrial pump panel. See above
Fish Valve Unit as-builts (what they have now)	R. Dryden	4/18/2013/		Oct 2013	EES has finished the drafting and submitted drawings for City review.
Fish Valve Unit interconnection wiring diagrams to new Gilkes equipment.	R. Dryden	6/1/2013/	B. Belley	Oct 2014	Install wiring and start up FVU after Generation Outage. Mostly CAD work, to be done by EES.
Switchyard control panels – First Priority for Bob	R. Dryden	4/15/2013	B. Belley		Getting final drawings from Bob. CBS has 90% of material on site.
Switchyard control enclosure (a.k.a. Switchyard control building)	R. Dryden	4/20/2013/	Parkline	Dec 2013	All material is on site
Switchyard control conduit	S. Kim	9/20/2013	B. Belley	Oct 2013	Embedded Conduits are ready for extension
Configure Blue Lake Control Room	Tal Frank Dean		Tal	Nov 2013	The control station is onsite and will be installed when the control room is complete.
Transfer Green Lake SCADA system	Tal			9/1/2013	Green Lake SCADA system will be located in the SCADA closet, not the Plant function cabinet.

Appendix 2 to Monthly Update for City Assembly

December 31, 2013

Summary of Temporary Filtration Project Status

Alternative Water Source Investigation Filtration (Blue Lake Project):

Barnard will be providing the Temporary Water Filtration Plant at Indian River as a Change Order and Barnard has agreed to the Change.

- Barnard signed an agreement with Pall on the lease of the filter units.
- CH2MHill completed the final design of the site equipment needed for the filtration units. The final design has been submitted to Barnard for pricing.
- McMillen will perform the construction management.
- The City will provide plant operation with possible assistance from the supplier.

The completion of this work is now in the critical path.

We expect to issue the change order in January of 2014.

The proposed schedule has the design completed in November 2013, ADEC permitting completed in March 2014, construction of the piping and pumping completed in April 2014 and final installation of the filter units in June 2014 for operation in July 2014. The preliminary design cost estimate has a projected design and construction cost of \$3,000,000. Barnard will provide final pricing on the Change Order when the final design is provided to them.

Summary of Titan 130 Diesel Turbine Project Status

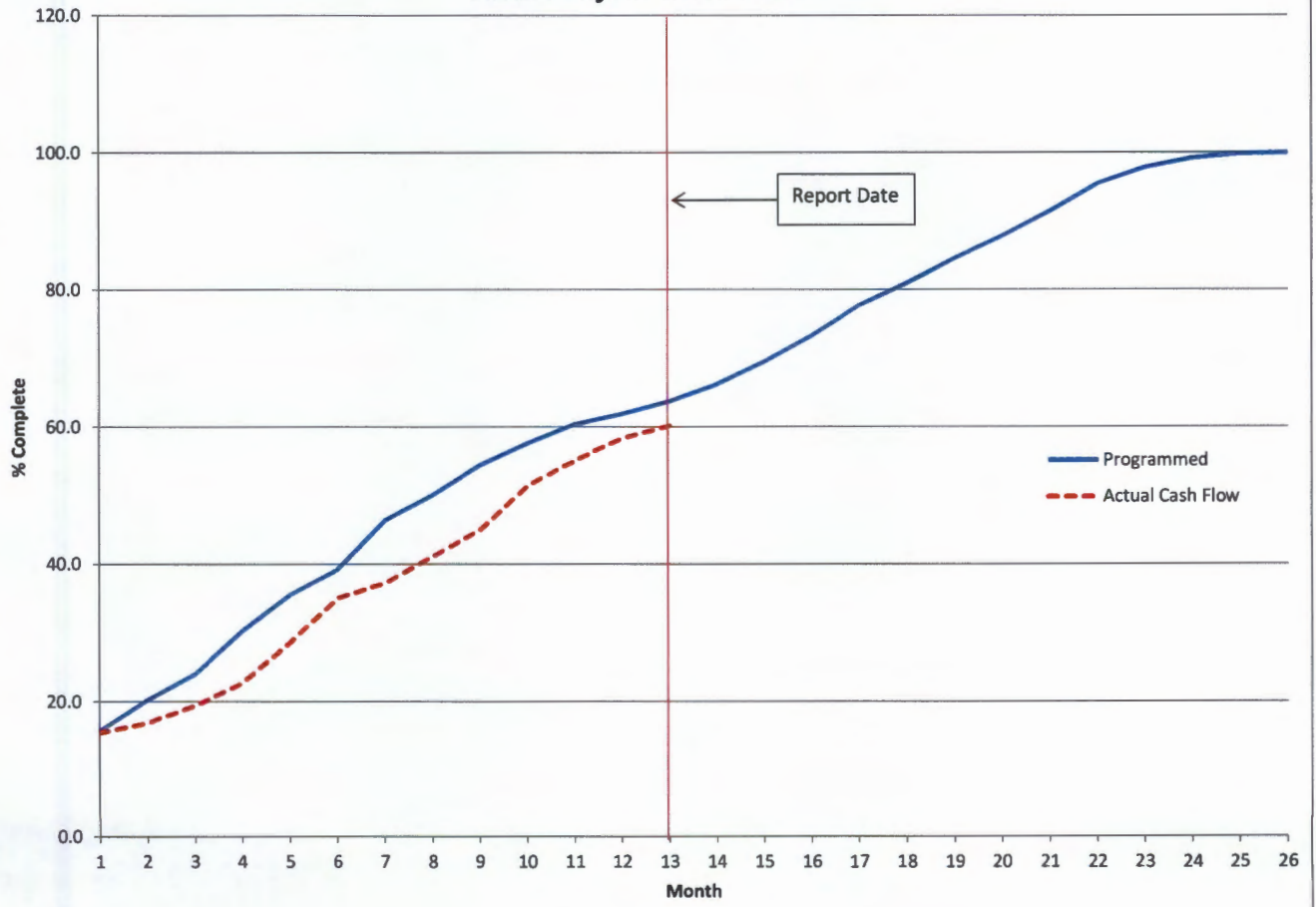
1. On December 21, 2013, rock removal contractor discovered 3 previously drilled holes believed to remain from the 1970's period when Jarvis was a rock quarry site. Subsequent investigation revealed these holes were loaded with explosives, including detonation cord, caps, and boosters. Contractor removed as much material as possible, approximately 70 sticks of Tovex, from the holes and on December 26, 2013 the last hole was loaded with a blasting cap and detonated. Site has been deemed safe for work and rock removal/substation construction has recommenced.
2. Installation of the 15/20 MVA Generator Step-Up Transformer (GSU) was completed on December 24, 2013. (Photo below)
3. Logistics planning with Solar is in progress for delivery of the 250 tons of the Titan complex to Sitka. Solar delivery at Port of Sitka or at the Jarvis Site is being reviewed for best cost option to CBS. On site heavy crane lifts will be CBS responsibility, which is as originally planned and budgeted.
4. Final order for substation structural steel was approved on December 12, 2013. Expected delivery date is February 7, 2014.
5. All major engineering work is complete except installation details of the two 40,000 gallon, double-wall, Titan dedicated fuel tanks. Design work remaining includes foundations, pads, piping, spill containment diversion and thorough fire prevention, containment and suppression

- review by multiple entities. The tanks, ancillary equipment and installation work are purchased. Confirmed ready to ship date for fuel tanks is February 15, 2014.
6. All substation concrete foundations will be complete by mid-January 2014.
 7. The final Air Quality Control Operating Permit No. AQ0014TVP01 was received on December 4, 2013. This permit authorizes operation of the existing diesel units and the new turbine; however, it does require additional monitoring and testing requirements for all machines.
 8. Solar Turbines will be conducting a site visit in late January 2014 to review project site, complete logistics planning, and prepare for shipment of turbine in March 2014.
 9. The engineering design of the 69kV breaker control and protective relays is 90% complete. The order is scheduled for placement January 10.
 10. Project Change Notice No. 004(Rev1) was signed on December 20, 2013. This PCN provides; a prototype fuel filtration skid (in lieu of a fuel oil centrifuge), sufficient spare filters for commissioning and Blue Lake generation outage, and on-site factory training for Electric Department staff.



Figure 1. The 15/20 MVA Generator Step-Up Transformer (GSU) was installed December 24, 2013.

Total Project Cash Flow



BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013

Prepared by: BARNARD CONSTRUCTION COMPANY, INC.

1. Progress of work

Environmental Protection

Barnard continues to install erosion and sediment control measures as required at the dam site, storage yard at Sawmill Cove Industrial Park and powerhouse area as ground disturbing activities continue. BMP maintenance and repair is ongoing as needed throughout the project site.

Gate Shaft Concrete

Barnard continued work on the gate shaft concrete liner, with 95 vertical feet of shaft lined to date. The small remaining section of liner will be completed with the gate house concrete foundation.

Dam Raise

Barnard crews continued placing concrete on the dam and left abutment thrust block and cutoff wall. We have completed 20 monoliths blocks total on the dam and have made 8 placements on the thrust block and cutoff wall. In addition, we also completed the required concrete grinding on the existing spillway concrete.

Powerhouse

ASRC McGraw started installation of the steel superstructure for the Powerhouse building. ASRC completed the second stage concrete in Unit 5 turbine pit. ASRC has also completed drilling for the turbine pit rock anchors.

Southeast Earthmovers continues rock excavation for the new powerhouse access road with Barnard installing the required rock bolts as the excavation progresses.

Adit Tunnel

Barnard has started preparatory work for the adit tunnel plug including, primary consolidation grouting, 36" diameter pipe installation, rebar installation and bulkhead formwork.

2. Status of Construction

Status of Ongoing Major Construction Activities

- Powerhouse Excavation – 94% complete
- Dam Raise – 2000 CY placed to date.
- Left Abutment Thrust Block and Cutoff Wall – 587 CY.
- Powerhouse Concrete – 3230 CY placed to date.
- Gate Chamber Concrete – 150 CY placed to date.
- Gate Shaft Lining – 95 VF completed. – 98% complete.

See Section 1 above for construction work completed in December 2013.

BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013

Prepared by: BARNARD CONSTRUCTION COMPANY, INC.

3. Construction Issues

4. Contract Status

Barnard's key subcontractors for the Blue Lake Project are as follows:

Name	Scope
ASRC McGraw Constructors, LLC	Powerhouse Construction
Southeast Earthmovers, Inc.	Excavation
Blue Lake Tunnelers	Underground Construction
Crux Subsurface	Foundation Grouting, Micropiles, PRW's
O'Neill Surveying and Engineering	Land Survey
Baranof Materials Test Lab	Quality Control
NAES Power Contractors	Turbine-Generator Installation/Electrical

Barnard's key material suppliers for the Blue Lake Project are as follows:

Name	Scope
ASRC McGraw Constructors, LLC	Concrete Supply
Gerdau Reinforcing Steel	Concrete Reinforcing Steel
Haskell Corporation	Misc. Metal Fabrication

5. Critical Events and Dates

Please see attached summary progress schedule updated December 30, 2013.

Critical Dates for the Blue Lake Project are as follows:

Milestone	Date	Required Status of Construction
1	07/01/2013	Drainage Tunnel Complete – Completed May 6, 2013
2	08/19/2013	Initial Intake Excavation Complete – Completed July 21, 2013
3	06/04/2014	Intake Structure Complete
4	08/24/2014	Ready for Generation Outage
5	61 days after start of Generation Outage	Substantial Completion of 1 st Blue Lake Turbine Generator
6	91 days after start of Generation Outage	Substantial Completion of 2 nd Blue Lake Turbine Generator
7	80 days after start of Generation Outage	Substantial Completion of Fish Valve Unit

6. Reservoir Filling

Blue Lake Reservoir stopped spilling in early December allowing Barnard to begin work on the spillway (concrete demo only). However, warmer weather and rain in mid-late December caused the reservoir to begin spilling again.

BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013

Prepared by: BARNARD CONSTRUCTION COMPANY, INC.

7. Foundations

Not applicable for this report.

8. Sources of Major Construction Material

The City and Borough of Sitka will be providing most of the major construction materials for this project. Please see list below.

Contract No.	Vendor	Scope of Supply
1	Gilbert Gilkes and Gordon, Ltd.	Turbines and Generators
2	Myers	12.47 kV Switchgear
3	Linita Design and Manufacturing	Bulkhead Gate, Fixed Wheel Gate and Hoist
4	T Bailey, Inc.	Penstock and Manifold
5	WEG Electric	69kV Transformers
6	Benchmark Industrial Services	Powerhouse Bridge Crane
7	CHG Building Systems	Powerhouse Building

Materials Received this Period:

Rebar – Barnard has been receiving reinforcing steel for the powerhouse, gatehouse and dam throughout the month of December.

Misc. Metals - Barnard has been receiving misc. metals for various project features throughout the month of December.

9. Material Testing and Results

Concrete testing is ongoing for the dam raise, gate chamber and powerhouse concrete. No issues have been encountered to date.

10. Instrumentation

Not applicable for this report.

11. Photographs

BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013

Prepared by: BARNARD CONSTRUCTION COMPANY, INC.



Figure 1: Left Abutment Dam and Thrust Block



Figure 2: Bird's Eye View of Dam Raise

BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013
Prepared by: BARNARD CONSTRUCTION COMPANY, INC.



Figure 3: Powerhouse Steel Building



Figure 4: Powerhouse Turbine Pits

BLUE LAKE EXPANSION PROJECT MONTHLY CONSTRUCTION REPORT

For Period Ending: DECEMBER 31, 2013

Prepared by: BARNARD CONSTRUCTION COMPANY, INC.

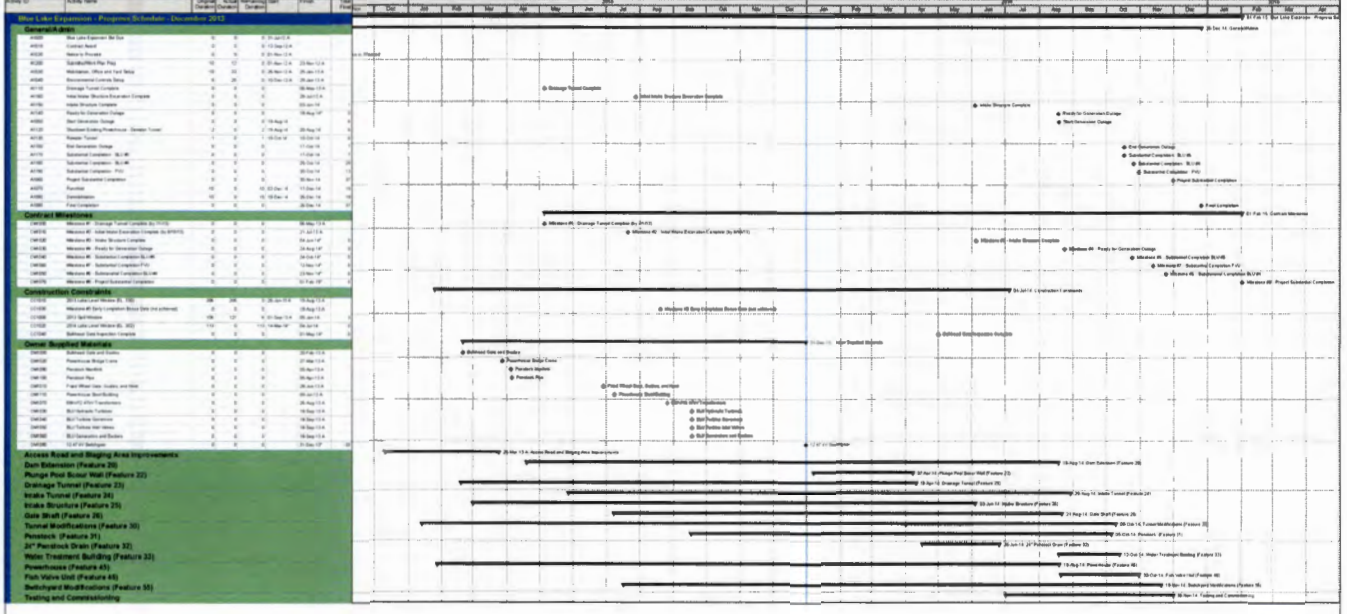


Figure 5: Gate Shaft Concrete Liner

12. Erosion Control and Other Environmental Issues

Barnard is continuing to install the required environmental protection measures on the project site ahead of ground disturbing activities. Ongoing maintenance of dewatering system at powerhouse excavation site will be required to maintain water quality in Sawmill Creek.

13. Other Items of Interest





Legislation Details

File #: 14-005 Version: 1 Name:
Type: Ceremonial Status: AGENDA READY
File created: 1/7/2014 In control: City and Borough Assembly
On agenda: 1/14/2014 Final action:
Title: Proclamation: The Year of the Sitka Artist - Greater Sitka Arts Council
Sponsors:
Indexes:
Code sections:
Attachments: [Proclamation](#)

Date	Ver.	Action By	Action	Result
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OFFICE OF THE MAYOR
City & Borough of Sitka

Proclamation

2014 "The Year of the Sitka Artist"

- WHEREAS,** In the early 19th century, Sitka became known as the "Paris of the Pacific", a cultural and political hub for Russian America, and today, in the 21st century, continues to be a cultural hub with artists offering a wide range of styles including visual arts, music, sculpture, writing, poetry, drama, dance, and more; and
- WHEREAS,** Sitka boasts the renown Sitka Summer Music Festival, the Sitka Fine Arts Camp, noteworthy writers and artists and annual festivals; and
- WHEREAS,** The Greater Sitka Arts Council strives to represent all modes of artistic endeavors and supports the value of art as an economic engine as well as a meaningful contributor to our quality of life; and
- WHEREAS,** The Greater Sitka Arts Council's vision is "Art is vital to a healthy vibrant community"; and
- WHEREAS,** The Greater Sitka Arts Council's mission is "To increase awareness of the value of arts in Sitka through education, advocacy, and programming"; and
- WHEREAS,** In 2014, the Greater Sitka Arts Council will coordinate a yearlong effort to develop a Sitka Artist registry that will invite all performing, literary, traditional, and visual artists living and working in the Sitka area to be part of the Sitka Artist Registry. This registry will serve the artists and the community as an important guide to the arts.

NOW, THEREFORE, the Assembly of the City and Borough of Sitka, does hereby proclaim 2014 as "The Year of the Sitka Artist" and encourages all Sitkans to take part in the celebration of and show appreciation for these local and talented artists.

Signed and sealed this 14th day of January, 2014.




Mim McConnell, Mayor

ATTEST:


Sara Peterson, CMC
Acting Municipal Clerk



Legislation Details

File #: 14-009 Version: 1 Name:
Type: Item Status: AGENDA READY
File created: 1/7/2014 In control: City and Borough Assembly
On agenda: 1/14/2014 Final action:
Title: Sitka High School Vocational Education Facility Project - Randy Hughey
Sponsors:
Indexes:
Code sections:
Attachments: [SHS Vocational Ed Facility Project](#)

Date	Ver.	Action By	Action	Result
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Special Report



Sitka High School Vocational Education Facility Project
Randy Hughey

MEMORANDUM

To: Mayor McConnell and Members of the Assembly
Mark Gorman, Municipal Administrator

From: Steve Bradshaw, Sitka School District Superintendent

CC: Jay Sweeney, Finance Director

Date: January 8, 2014

Subject: Sitka High School Vocational Education Facility Project

Background:

In 2012, the City of Sitka, on behalf of Sitka School District, received a Department of Commerce, Community and Economic Development grant for the construction of a "Sitka School District Vocational Education Facility" under Grant Agreement Number 13-DC-534. The funding is to be used for design, construction, equipment, computerization, and administration in the completion of a large, enclosed work space adjacent to the existing Sitka High shops, on the Sitka High School Campus.

Assembly approval of the appropriation for the Sitka School District Vocational Education Facility was obtained through the listing of the project in the City and Borough of Sitka FY2014 Consolidated Operating Budget, as authorized by SGC 3.16.020 (page 179).

The Municipal Administrator has delegated his authority to contract for the construction, repair, or improvement of city and borough facilities, as it applies to the SSD Vocational Education facility, to the Superintendent of the Sitka School District, as authorized per SGC 3.16.010. The Sitka School District has contracted with Alaska Technical Services to coordinate the project.

This Project will be completed by October 2015.

Procurement

The Sitka School District requested proposals for Design/Build services for this project October 31, 2013. The process was advertised locally as per SGC 3.16.040 and was made available for public review on the Alaska Associated General Contractors electronic project listing service. This procurement was compliant with SGC 3.16.060-070 and 3.16.110.

Five proposals from qualified Design/Build firms were received on December 17, 2013. These proposals included the qualifications of the design-build firms and a design narrative, budget, and schedule for each firm's proposed schematic designs.

The selection committee, made up of Sitka School District vocational education instructors, administration and facility staff evaluated and ranked all proposals per the published RFP process.

The proposal evaluations resulted in the selection of CBC Construction and McCool Carlson Green Architects as the design-build team. Their proposal includes the design and construction of an 8,250 square foot vocation education shop for approximately \$2,115,000.

The Sitka School Board approved the selection of the design-build team of CBC Construction and McCool Carlson Green Architects and the award of the design contract amount of \$135,016.50 at the January 7, 2014 meeting.

Contract Phases:

The Contract award will be made in two phases. Phase I includes the contract for the completion of the design. Phase II will include the contract for the construction upon substantial completion of Phase I and the confirmation of the contract amount by a third party cost estimating firm.

Financial:

The State of Alaska grant provided \$2,900,000 through the State Department of Commerce, Community and Economic Development. This funding is adequate to provide all design, construction, equipment, computerization, administration and contingencies necessary for this project.



Legislation Details

File #: 14-007 Version: 1 Name:
Type: Minutes Status: AGENDA READY
File created: 1/7/2014 In control: City and Borough Assembly
On agenda: 1/14/2014 Final action:
Title: Approve the minutes of the December 23, 2013 Assembly Meeting
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes Dec 23](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve the minutes of the December 23, 2013 Assembly meeting.



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Draft City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Phyllis Hackett, Pete Esquiro, Mike Reif,
Benjamin Miyasato and Aaron Swanson

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Colleen Ingman, MMC

Monday, December 23, 2013 6:00 PM Assembly Chambers

REGULAR MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. ROLL CALL

Present: 6 - Esquiro, Reif, Hunter, McConnell, Swanson, and Miyasato
Absent: 1 - Hackett

IV. CORRESPONDENCE/AGENDA CHANGES

13-236 Correspondence

Mayor McConnell read a letter recently sent to Charles Clement, SEARHC President/CEO, regarding increased collaboration of health care services in Sitka. This was in response to a letter the Mayor previously received from Mr. Clement.

V. CEREMONIAL MATTERS

None.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (time limits apply)

Utility Director, Chris Brewton, provided a report on the December 20th power outage. On another matter, Brewton informed the Assembly of a recent discovery of unexploded blasting material at the Jarvis Street work site. Brewton stated experts were in the process of removing the material and urged the public to stay away from the site until further notice.

VII. PERSONS TO BE HEARD

None.

VIII. REPORTS**a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other**

Mayor- Thanked staff who organized the employee Holiday Party. McConnell noted attendance at recent planning meetings, in particular, the Assembly Strategic Planning meeting in which the top collaborative goal was to identify and ensure sustainability of core City services in partnership with the community.

Administrator- Provided a summary of the recent Investment Committee meeting and announced a Department Head Retreat, facilitated by John Holst, scheduled for February 27th.

Other- Miyasato congratulated the SHS Girls and Boys Basketball Teams for winning the Holland America Tournament and thanked the EMS crews and Volunteer Fire Department for the work they do. Reif expressed appreciation to closing businesses Home Plus and Colliver's Shoes and Gifts for their many years of service in Sitka. The Mayor mentioned a letter of support she would be working on for the Sitka Fine Arts Camp to include with grant applications.

IX. CONSENT AGENDA

- A 13-232** Approve the minutes of the December 10, 2013 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

- B 13-234** Approve a proposal for a Compensation Services Study with Fox Lawson & Associates for non-represented employees - \$15,000

Finance Director, Jay Sweeney, encouraged the Assembly to support this study. He hoped the results of this study would ultimately identify a pathway to help inspire employees willing to take on difficult tasks to do so and demonstrate their value and capabilities.

A motion was made by Hunter that this item be APPROVED. The motion PASSED by the following vote.

Yes: 6 - Esquiro, Reif, Hunter, McConnell, Swanson, and Miyasato

Absent: 1 - Hackett

- C RES 13-20** Supporting CBS's highest priority for City and State Capital Project Requests to the State of Alaska and 2014 Legislature

This item was APPROVED ON THE CONSENT AGENDA.

X. UNFINISHED BUSINESS:

- D ORD 13-45** Authorizing the Lease of Approximately 0.04 Acres of Tidelands in Alaska Tidelands Survey 1160 to Estate of Jack N. Parrish
- A motion was made by Swanson that this Ordinance be APPROVED on second and final reading. The motion PASSED by the following vote.**

Yes: 6 - Esquiro, Reif, Hunter, McConnell, Swanson, and Miyasato

Absent: 1 - Hackett

- E ORD 13-46** Amending Sitka General Code 13.06.010 entitled "Moorage Charges and Fees"

Reif expressed he was uncomfortable with the current direction. The original plan was overly conservative, however, there was more risk with the current direction and added too much debt would be assumed under the long range plan.

Hunter reminded this was a compromise and would be reviewed in one year. He added the Port and Harbor Commission, along with the harbor working group, would continue working on a sustainable plan.

Esquiro spoke in support of a one-year increase but urged the Assembly to continue working on ways to increase the sustainability of the harbors.

A motion was made by Miyasato that this Ordinance be APPROVED on second and final reading. The motion PASSED by the following vote.

Yes: 5 - Esquiro, Hunter, McConnell, Swanson, and Miyasato

No: 1 - Reif

Absent: 1 - Hackett

XI. NEW BUSINESS:

New Business First Reading

- F ORD 13-47** Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CRD District, Public Use Zone and Public Boat Harbors

Amy Sweeney urged the Assembly to reconsider use of the word "Alaskan" which would require children sell only "Aaskan" items.

A motion to AMEND was made by Reif to delete the word "Alaskan" in line 44. The motion to AMEND PASSED by the following vote.

Yes: 5 - Reif, Hunter, McConnell, Swanson, and Miyasato

No: 1 - Esquiro

Absent: 1 - Hackett

A motion was made by Reif to approve the ordinance as amended. The motion PASSED by the following vote.

Yes: 5 - Reif, Hunter, McConnell, Swanson, and Miyasato

No: 1 - Esquiro

Absent: 1 - Hackett

XII. PERSONS TO BE HEARD:

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Reif to ADJOURN. Hearing no objection the meeting ADJOURNED at 7:00pm.

ATTEST: _____
Sara Peterson, CMC
Acting Municipal Clerk



Legislation Details

File #: 14-008 Version: 1 Name:

Type: Appointment Status: AGENDA READY

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/14/2014 Final action:

Title: Reappoint Evy Kinnear to serve a three year term on the Sitka Convention and Visitors Bureau Board and appoint Jere Christner to serve a three year term on the Investment Committee

Sponsors:

Indexes:

Code sections:

Attachments: [Board Appointment and Reappointment](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO reappoint Evy Kinnear to serve a three year term on the Sitka Convention and Visitors Bureau Board and appoint Jere Christner to serve a three year term on the Investment Committee.



Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Sitka Convention & Visitors Bureau
Name: Evya Kinnear Daytime Phone: 752-3032
Address: 1720 Edgemoor Dr Evening Phone: 747 3032
Email Address: evya@fortressofthebear.org Fax Number: _____
Length of Residence in Sitka: 11 years Registered to vote in Sitka? Yes ___ No
Employer: Retired

Organizations you belong to or participate in:
Fortress of The Bear
Chamber of Commerce
SCVB

Explain your main reason for applying:
Interested in supporting economic growth through
tourism & conventions

What background, experience or credentials will you bring to the board, commission, or committee membership? 3 years on the board of SCVB

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 12-2-2014 Signature: Evya Kinnear

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___ Yes ___ No

Return to:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com

Evelyn Kinnear

1720 Edgecumbe Drive
Sitka, Alaska, 99835
Home Phone (907) 747-3032

Objectives

Board Service Sitka Convention and Visitor Bureau

Experience

1974-1979 **Special Education Assistant** Los Angeles Unified School
Aphasia, Hearing-Impaired, Physically & Mentally Handicapped, Students with
Learning Disabilities.

1979-1981 **Teacher** Los Angeles Unified Schools
Mathematics -Algebra gifted Bethune Middle School

1981-1985 **Sales Representative & Sales Manager** Com Systems & Startel
Communications
Sales of Telecommunication Equipment, Managed Sales Team, Device
Marketing
Strategies Van Nuys, CA

1985 -1990 **Owner of Interior Design Store** Malibu, CA
Sold goods and services, managed 5 employees, placed and implemented
presented
& designed home interiors. Accounting and purchasing for store.

1990-1997 **Teacher** Los Angeles Unified Schools
Mathematics, Biology, Health, English
Member of State Mathematics Program and Renaissance Math Program
Member of Carnegie Healthy Start Leadership Team. Grant Writing, Curriculum
Development, Community Liaison Bret Harte Middle
School

1998-2000 Self employed. Mfg home décor in Portland Oregon
2002-2009 Owned and operated Hookline & Bobbin embroidery and he
applied transfers

Sitka, Alaska
2002-Present Co founded Fortress Of The Bear with husband, Les Kinnear
remain President of The Board

Education

1974-1979 **California State University Northridge**

Northridge, CA

B.A., Sociology

National University Teacher Credential Course -1 year

References

Stephanie Niemi-Principal Crested Butte Colorado

Ethel Newman -Former Employer Los Angeles California

Jerry Kobata-Dean Bret Harte Middle School

Jean Sullivan Finn -former Employee Interiors Incorporated

**Alaska
Drivers
License**

Yes



SITKA CONVENTION & VISITORS BUREAU

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
MARY STENSVOLD Box 1042	747-4210 w 747-6734 kruzov@yahoo.com	5/12/09 8/24/10 9/24/13	8/14/10 8/24/13 9/24/16	Chair
EVY KINNEAR 1703 Edgumbe Dr	747-3177 evy@fortressofthebear.org	1/25/11	1/25/14	Vice-Chair
RONALD HAUCK Box 1016	747-6241 w 747-6328 h wmsit-gm@hollandamerica.com	10/08/02 9/27/05 11/18/08 12/27/11	10/08/05 9/27/08 11/18/11 12/27/14	
ANGELA MCGRAW PO BOX 234	752-3102 c 744-3080 h angelamcgraw@rocketmail.com	2/22/11	2/22/14	
LINDA SPEERSTRA 210 Crabapple Drive	747-8316 moonspeer@gci.net	3/8/11 3/26/13	3/23/13 3/26/16	
TAD KISAKA PO Box 6398	738-2737 c 747-4640 h tad@flyfishsitka.com	4/9/13	4/9/16	
Mim McConnell 215 Smith St. Apt. G	747-2860 h 738-2888 c assemblymcconnell@cityofsitka.com			Assembly Liaison

7 members 3-year terms

Established by Ordinance 80- 431
Last Tuesday of each month, 1pm, Harrigan Hall
The schedule is revised for the summer months

Tonia Rioux, Director
Box 1226
747-5940 w 747-3739 f
director@sitka.org

Revised: October 23, 2013



Application for Appointment to Boards, Committees, and Commissions
City and Borough of Sitka

Board/Commission/Committee: Investment Committee
Name: Jere Christner Daytime Phone: 907, 738, 4053
Address: 1201 Georgeson Evening Phone: 907, 747-6930
Email Address: toss@ak.net Fax Number: 907, 747, 6930
Length of Residence in Sitka: 28 years Registered to vote in Sitka? Yes No
Employer: retired, self employed... part time

Organizations you belong to or participate in:

Rotary Club, Grace Harbor Church, Centennial Hall renovation committee. See entire listing enclosed with letter of interest.

Explain your main reason for applying:

I have been in Sitka nearly 30 years and have been involved in the community and am willing to contribute in a new way.

What background, experience or credentials will you bring to the board, commission, or committee membership?

Even while working for the US Forest Service and more recently operating a small business, I have been involved with a variety of committees and organizations. See the enclosure with my letter of interest.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 26 Dec 2013 Signature: Jere Christner

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:
Sara Peterson, Deputy Clerk
100 Lincoln Street
Fax: 907-747-7403
Email: sara@cityofsitka.com

Jere Christner
1201 Georgeson Loop
Sitka AK 99835
December 26, 2013

Sitka Assembly
City and Borough of Sitka
100 Lincoln St.
Sitka, AK 999835

Dear Assembly Member:

I am interested in being appointed to the Investment Committee.

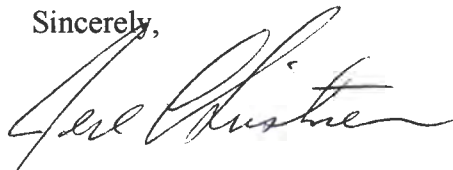
Although my background does not include any specialized education in investment matters, my personal life, work experiences and volunteer activities would help me contribute on the committee.

I hold a BS in forestry and a MS in hydrology. While working for the US Forest Service in Alaska, my principle activities involved supervision of a number of individuals in several natural resource related disciplines. Of course in such a position I also spent a considerable amount of time in planning and budgeting to assure that work was accomplished in fiscally sound ways. After my retirement from the Forest Service, my wife and I have operated a small business related to education and hospitality. That involved both catering in Sitka for groups and individuals, as well as educational activities mainly for visitors to Alaska.

A sheet which summarizes my involvement with committees and groups is enclosed.

I am willing to volunteer to help the City and Borough and our citizens by being on the Investment Committee. Thank you for considering me.

Sincerely,



Jere Christner

Encl:

Re: Investment Committee Application

Jere Christner -December 26, 2013

Current involvement in Sitka:

Rotary Club Member

Member of Grace Harbor Church / Serving as a Deacon and Chair of Finance Committee

C&B of Sitka - member of citizen committee related to renovation of Centennial Hall

Previous involvement in Sitka:

1985-1986 C&B of Sitka - member of Air & Water Quality Committee

Late 1980-early 1990s - Sitka Convention & Visitor's Bureau - Board member, Chair one term

Port and Harbors Commission – Board member 1990s - ~ 2 years

Sitka Historical Society- Board member – 10+ years

ALPS Federal Credit Union – Board member 2001-2013, Chair of Board two terms.



INVESTMENT COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
BERT STEDMAN 118 American St.	747-8393 w 747-8905 h 747-8620 fax In Juneau: 907-465-3873 h 907-465-3922 business Bstedman@gci.net	6/10/03 6/14/05 6/24/08 6/28/11	6/10/05 6/14/08 6/24/11 6/28/14	CHAIR
DAVID ARP PO Box 295	747-4590 h 738-1343 c dave_arp@yahoo.com	11/30/10 11/26/13	11/30/13 11/26/16	
MELINDA LIDDLE 609 Sawmill Crk Rd	747-4793 melindaliddle@yahoo.com	1/26/10	1/26/13	
Jay Sweeney 100 Lincoln Street	747-1836 w jay@cityofsitka.com			Finance Director/ Secretary
Mark Gorman 100 Lincoln Street	747-1808 w markgorman@cityofsitka.com			Municipal Administrator – Ex Officio
Mike Reif PO Box 2346 Alternate: Pete Esquiro 108 Sand Dollar Dr.	747-6005 h 738-6016 c assemblyreif@cityofsitka.com 747-6874 h assemblyesquiro@cityofsitka.com			Assembly Liaison

3 Members from Public
Established by Ordinance 01-1651

Revised: December 3, 2013



Legislation Details

File #: 14-006 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/14/2014 Final action:

Title: Approve liquor license renewal applications for: 1) American Legion Post #13, 2) Sea Mountain Restaurant & 19th Hole, 3) Nugget Restaurant, 4) Westmark Sitka Hotel, 5) House of Liquor, 6) Ludvig's Bistro, 7) Agave Mexican Restaurant, 8) Dove Island Lodge

Sponsors:

Indexes:

Code sections:

Attachments: [Liquor License Renewals Jan 2014](#)

Date	Ver.	Action By	Action	Result
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If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve liquor license renewal applications for American Legion Post #13, Sea Mountain Restaurant & 19th Hole, Nugget Restaurant, Westmark Sitka Hotel, House of Liquor, Ludvig's Bistro, Agave Mexican Restaurant and Dove Island Lodge and forward these to the Alcoholic Beverage Control Board without objection.

OFFICE OF THE MUNICIPAL CLERK

January 7, 2014

TO: Mayor and Assembly Members

FROM: Sara Peterson, Acting Municipal Clerk 

SUBJECT: Liquor license Renewals

This office is in receipt of the following liquor license renewal applications. A memo was circulated to various departments who may have had reason to protest and no protests were received.

DBA	Lic Type	Lic #	Owner	Premise Address
American Legion Post #13	Club	56	American Legion Post #13	205 Lincoln St
Sea Mountain Restaurant & 19th Hole	Beverage Dispensary	606	Sitka Golf Association Inc	301 Granite Creek Road
Nugget Restaurant	Beverage Dispensary	790	JD & PR Colton and JP & TE Colton	600 Airport Rd
Westmark Sitka Hotel	Beverage Dispensary-Tourism AS 04.11.400(d)	1031	JL Sitka Inc	330 Seward St
House of Liquor	Package Store	1366	House of Liquors Inc	705 Halibut Point Rd
Ludvig's Bistro	Restaurant/Eating Place	4246	Ludvig's Bistro Inc.	256 Katlian St.
Agave Mexican Restaurant	Restaurant/Eating Place	4854	Juan Carlos Macias	236 Lincoln St
Dove Island Lodge	Lodge	5126	Dove Island Lodge & Sitka Sportfishing Charters, LLC	Dove Island



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

**Department of Commerce, Community,
and Economic Development**

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anchorage, Alaska 99501
Main: 907.263.5900
TDD: 907.465.5437
Fax: 907.263.5930

December 26, 2013

Renewal Application Notice

City of Sitka
Attn: City Clerk
VIA EMAIL: sarah@cityofsitka.com; colleen@cityofsitka.com

DBA	Lic Type	Lic #	Owner	Premise Address
American Legion Post #13	Club	56	American Legion Post #13	205 Lincoln St
Sea Mountain Restaurant & 19th Hole	Beverage Dispensary	606	Sitka Golf Association Inc	301 Granite Creek Road
Nugget Restaurant	Beverage Dispensary	790	JD & PR Colton and JP & TE Colton	600 Airport Rd
Westmark Sitka Hotel	Beverage Dispensary-Tourism AS 04.11.400(d)	1031	JL Sitka Inc	330 Seward St
House of Liquor	Package Store	1366	House of Liquors Inc	705 Halibut Point Rd
Ludvig's Bistro	Restaurant/Eating Place	4246	Ludvig's Bistro Inc.	256 Katlian St.
Agave Mexican Restaurant	Restaurant/Eating Place	4854	Juan Carlos Macias	236 Lincoln St
Dove Island Lodge	Lodge	5126	Dove Island Lodge & Sitka Sportfishing Charters, LLC	Dove Island

We have received a renewal application for the above listed licenses within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is “arbitrary, capricious and unreasonable”. Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 13 AAC 104.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 13 AAC 104.335(a)(3), AS 04.11.090(e), and 13 AAC 104.660(e) must be approved by the governing body.

Sincerely,

SHIRLEY A. COTÉ
Director

/s/Christine C. Lambert
Christine C. Lambert
Licensing & Records Supervisor
Christine.lambert@alaska.gov



Legislation Details

File #: ORD 13-47A Version: 1 Name:

Type: Ordinance Status: FIRST READING

File created: 12/16/2013 In control: City and Borough Assembly

On agenda: 1/14/2014 Final action:

Title: Modifying SGC 6.16.010 entitled "Sales-Permit, Fees and Regulations" regarding Outdoor Sales of Goods or Articles in the CBD District, Public Use Zone and Public Boat Harbors

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 2013-47A](#)

Date	Ver.	Action By	Action	Result
12/23/2013	1	City and Borough Assembly		
12/23/2013	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2013-47A on first reading as previously amended.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2013-47A

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MODIFYING SITKA
GENERAL CODE 6.16.010 ENTITLED “SALES – PERMIT, FEES AND
REGULATIONS” REGARDING OUTDOOR SALES OF GOODS OR ARTICLES IN
THE CBD DISTRICT, PUBLIC USE ZONE AND PUBLIC BOAT HARBORS**

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become part of the Sitka General Code (“SGC”).

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

3. **PURPOSE.** The purpose of this ordinance is to modify SGC 6.16.010 entitled “Sales – Permit, fees and regulations” in which the constitutionality of this provision is being called into question. This ordinance clarifies the outdoor sales of goods or articles on public property in the CBD district and public use.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC 6.16.010 entitled “Sales – Permit, fees and regulations” is modified to read as follows (new language underlined; deleted language stricken):

**Chapter 6.16
SALES ON PUBLIC PROPERTY**

Sections:

- 6.16.010 Sales—Permit, fees and regulations.
- 6.16.015 Retail sales of food from mobile, nonmotorized vehicles.
- 6.16.020 Determination of time and place of sale of raw fish for purposes of this code.
- 6.16.030 Sale of raw fish at the city and borough-owned hoist.

6.16.010 Sales—Permit, fees and regulations.

Except as allowed in this section, outdoor sales of goods or articles, including solicitation for certain services or activities, are prohibited outdoors on public property in the CBD district, public use zone and public boat harbors. This prohibition includes, but is not limited to, sales on public sidewalks, parking lots and streets, except as allowed below:

A. The following sales will be allowed in areas designated on an annual permit issued by the municipality for a fee of ten dollars:

- 1. Incidental sales by juveniles of ~~Alaskan~~ items made by the juveniles, or natural items collected by the juveniles, to tourists in the Crescent Harbor area and under the O’Connell bridge,
- 2. Handicrafts, artwork and jewelry made from fur and leather indigenous to southeast Alaska, sold by the artist, including traditional sales by Alaska Natives, as well as books

49 written and sold by local authors which depict the history, sociology or everyday life of
50 southeast Alaska. ~~Traditional sales of Alaskan items by Alaska Natives,~~

51 3. Sales of personally made arts and crafts items by senior citizens for charitable
52 purposes,

53 4. a. Sales of items by juveniles, the proceeds from which will primarily benefit a
54 recognized charitable organization dedicated to providing programs for youth,

55 b. Sales will be limited to unique items that are not available commercially,

56 c. Such permits shall be limited to no more than three groups at any one given time;

57 B. Retail sales of food prepared by vendors in compliance with all applicable state, federal
58 and/or municipal agency requirements, as well as other food items which are prepackaged by
59 the manufacturer and do not require further processing, such as gum, candy, juice, chips and
60 soft drinks, from a mobile, nonmotorized food cart as designated on a two-year permit issued
61 by the municipality for a fee of fifty dollars, under the conditions set out in Section 6.16.015;
62

63 C. Retail sales of seafood to the ultimate consumer by the actual fisherman from their
64 vessels at public boat harbors. ~~in the assigned stalls;~~

65
66 D. By prior arrangement with the administrator, sales may be authorized for special events
67 such as the Salmon Derby, the Fourth of July and Alaska Day;

68 E. Solicitation by musicians shall be allowed in areas designated on a musician permit
69 issued by the municipality for an annual fee of ten dollars, under the following conditions:

70 1. Musician may perform and will be issued a musician permit during hours designated
71 by the harbor master or Harrigan Centennial Hall manager, and

72 2. No electrical amplification of any instrument will be allowed;

73 F. On-site supervision by an adult is required for all juveniles under the age of ten who
74 participate in permitted sales and other activities allowed under this section. The permit may
75 be revoked for misconduct such as fraud or loud, aggressive behavior or slandering other
76 permittees, and is subject to regulations as necessary to protect the health, safety and welfare
77 of visitors and citizens, in accordance with SGC 6.19.040;

78 G. Failure to follow the rules of this chapter may result in the loss of a permit.
79

80 * * *

81 5. **EFFECTIVE DATE.** This ordinance shall become effective the day after the
82 date of its passage.

83
84 PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of
85 Sitka, Alaska this 28th day of January, 2014.

86
87 _____
Mim McConnell, Mayor

88 ATTEST:

89 _____
90 Sara Peterson, CMC
91 Acting Municipal Clerk

From: Amy Sweeney <a_sitka_sweeney@yahoo.com>
Sent: Monday, December 23, 2013 5:29 PM
To: Jay Sweeney
Subject: Ordinance no. 2013-47 (added last paragraph, should I include it?)

Dear Assembly members,

Ordinance no., 2013-47, Section 6.16.010, paragraph A.1. states the following sales in the CBD district, Public Use Zone and Public Boat Harbors by juveniles who pay a \$10 fee for an annual permit, will be allowed:

"1. Incidental sales by juveniles of Alaskan items made by the juveniles, or natural items collected by the juveniles, to tourists in the Crescent Harbor area and under the O'Connel Bridge,"

If an item was made by a Sitka child, does that make the item "Alaskan" for the purposes of the ordinance, or will some other criteria be applied?

I propose that the word "Alaskan:" be removed. Enterprising kids who wish to sell at the dock are appropriately constrained to selling items they have made or collected themselves--they should not have to worry about whether officials would consider their homemade item "Alaskan" or not.

Thank you
Amy Sweeney



Legislation Details

File #: ORD 14-01 Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/14/2014 Final action:

Title: Amending the official Sitka Zoning Map to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 2014-01](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2014-01 on first reading.

MEMORANDUM

To: Mark Gorman, Municipal Administrator
Mayor McConnell and Members of the Assembly

From: Maegan Bosak, Planner I MB

Subject: Ordinance 2014-01 Zoning Map Amendment for Scott Saline at 424 Katlian Avenue

Date: January 3, 2014

The Sitka Planning Commission is recommending approval of a zoning map amendment to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Residential to WD Waterfront. The board's recommendation was made during their December 17, 2013 meeting on a 4-0 vote.

The four thousand square foot parcel is located on the upland side of Katlian Avenue between Sitka Sound Seafoods and Murray Pacific.

The rezoning would expand the waterfront district from the channel side of Katlian Avenue across to the upland side of the road. Other properties on Katlian Avenue have made similar rezoning requests including Sitka Tribe of Alaska in January of 2013 in order to build new office building.

The R-1 Residential district is intended for single family or duplex residential dwellings while WD Waterfront is intended for commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location. The Waterfront district is much more lenient and applicable to almost any use.

The applicant owns the parcel across the street, on the channel side, at 417 Katlian Avenue. Mr. Saline has gone through multiple public processes to purchase tidelands, replat and receive a variance on the lot. One condition of the variance, approved in February of 2013, was that he had to secure parking for his proposed restaurant. By rezoning this very small parcel, he could fulfill the requirement of two parking spaces.

The residents of Sitka Indian Village have, in the past, been against the more lenient WD zoning wanting to preserve the neighborhood feel. However multiple rezone requests have gone through in the last couple years with people understanding the economic importance of the waterfront area.

There were public comments on the request, two against, included in your packet.

RECOMMENDED ACTION: Approve the ordinance.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-01

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA, ALASKA AMENDING THE OFFICIAL SITKA ZONING MAP TO REZONE LOT 50, BLOCK 1, U.S. SURVEY 2542 A&B, SITKA INDIAN VILLAGE FROM R-1 SINGLE-FAMILY AND DUPLEX RESIDENTIAL TO WD WATERFRONT

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. SEVERABILITY. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. PURPOSE. The purpose of this ordinance is to expand the WD Waterfront district from the channel side of Katlian Avenue across to the upland side of the road encompassing Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village. The rezoning is consistent with the goals and policies of the 2007 Sitka Comprehensive Plan.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that the official zoning map is amended to rezone Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village from R-1 Single-Family and Duplex Residential to WD Waterfront.

Appendix A is attached showcasing expanded map parcel.

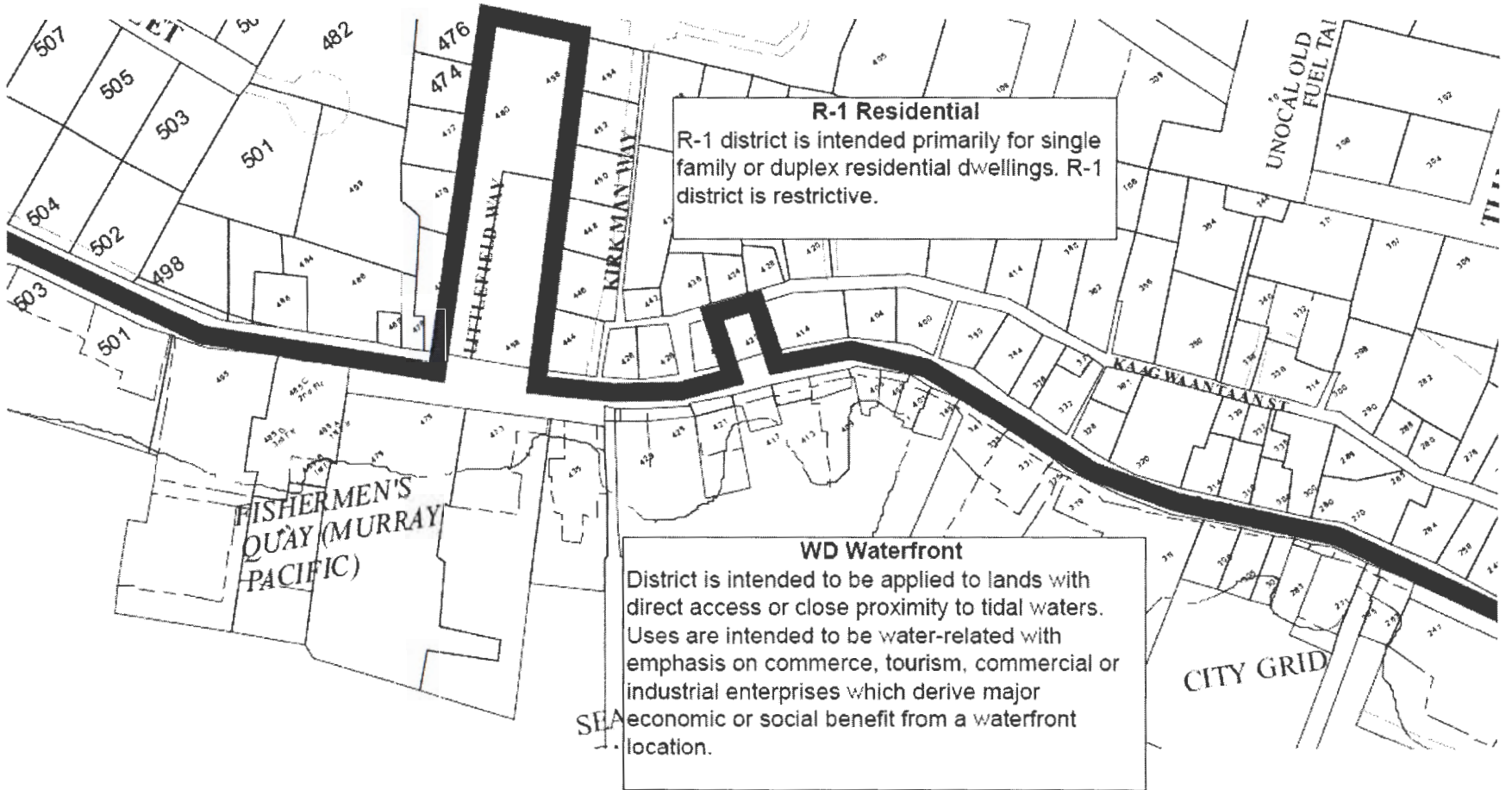
5. EFFECTIVE DATE. This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th day of January 2014.

Mimi McCormick, Mayor

ATTEST:

Sara Peterson, CMC
Municipal Clerk



R-1 Residential
R-1 district is intended primarily for single family or duplex residential dwellings. R-1 district is restrictive.

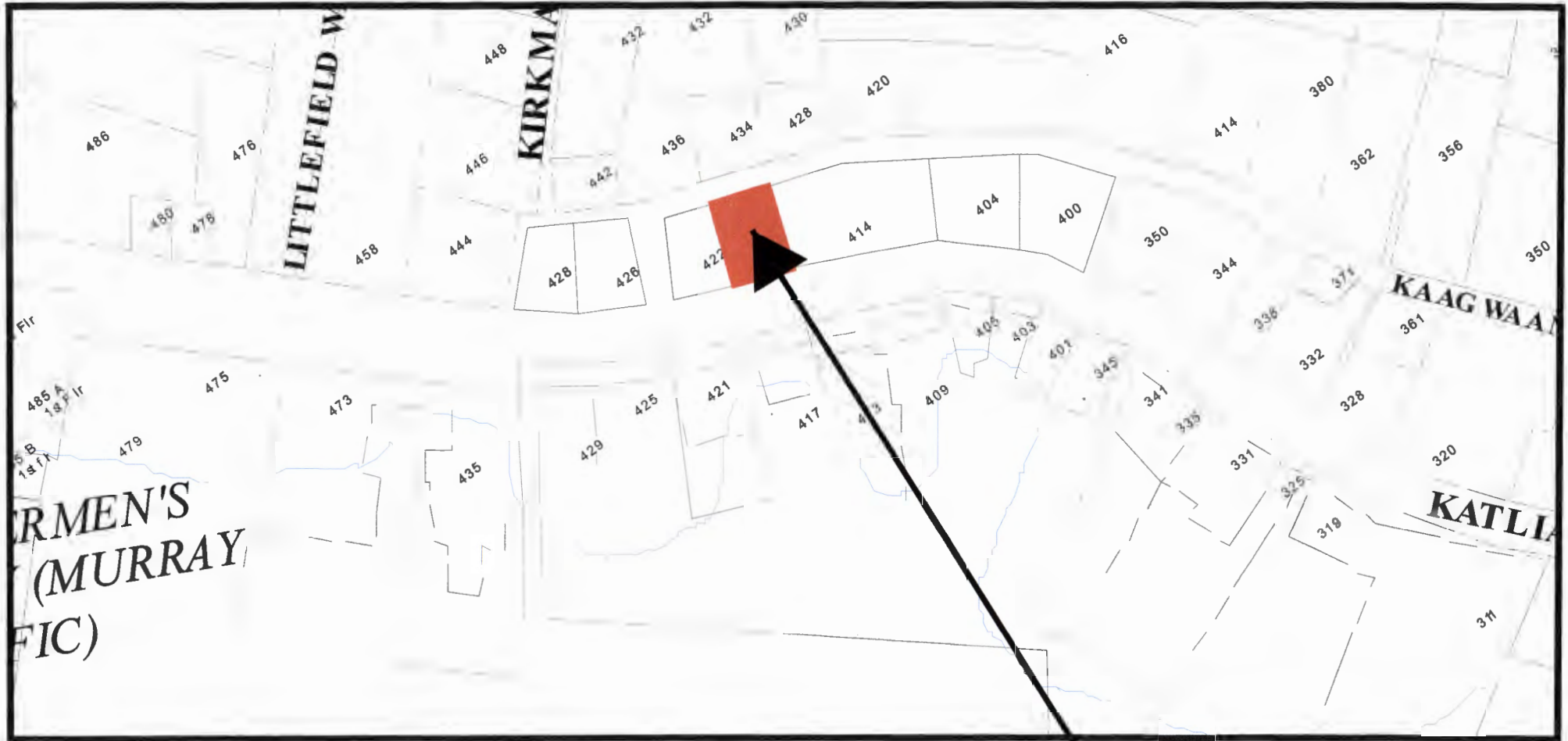
WD Waterfront
District is intended to be applied to lands with direct access or close proximity to tidal waters. Uses are intended to be water-related with emphasis on commerce, tourism, commercial or industrial enterprises which derive major economic or social benefit from a waterfront location.

FISHERMEN'S QUAY (MURRAY PACIFIC)

UNOCAL OLD FUEL TANK

CITY GRID

SEA



ARMEN'S
(MURRAY
FIC)

LITTLEFIELD W

KIRKMA

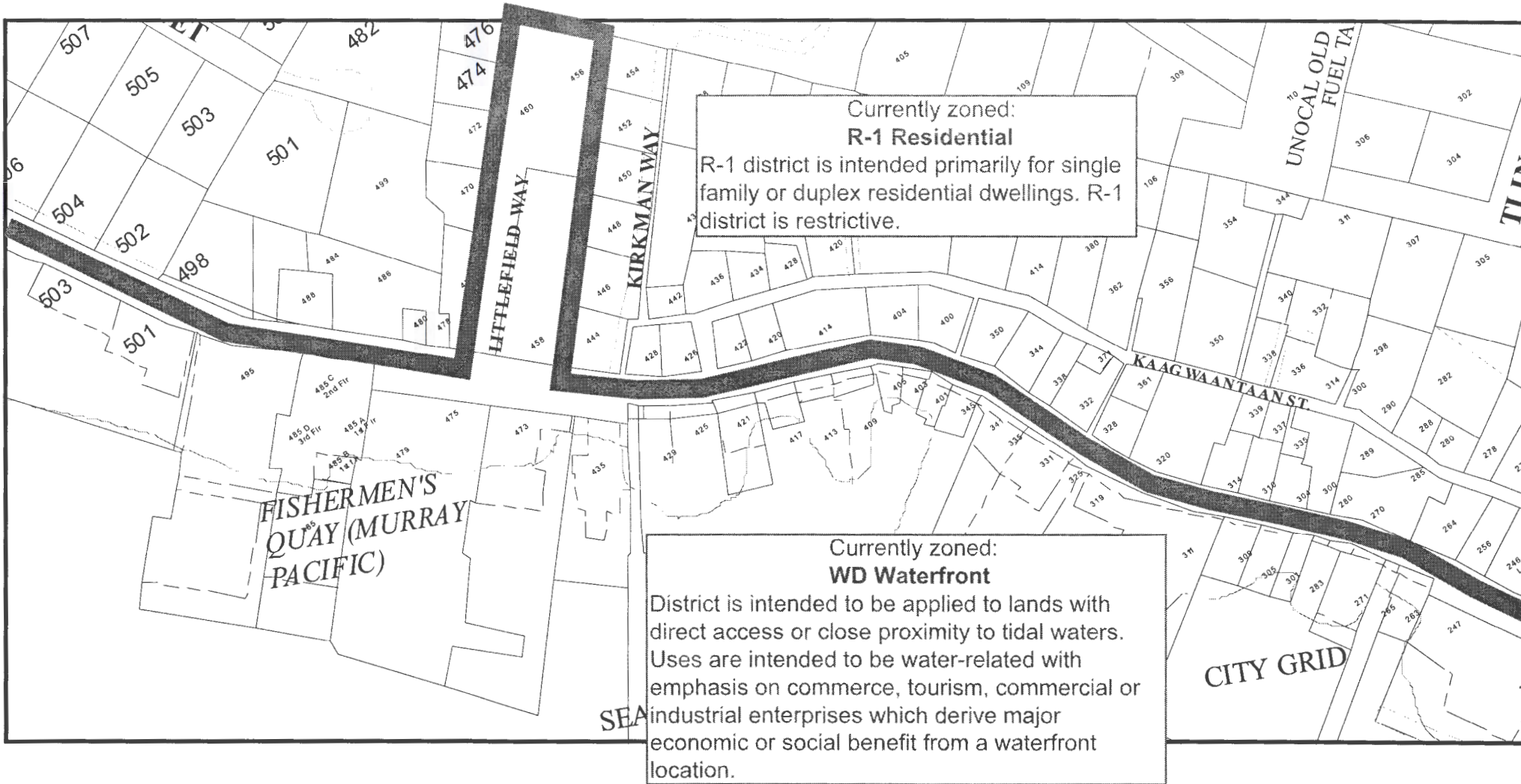
KAAG WAA

KATLIAN

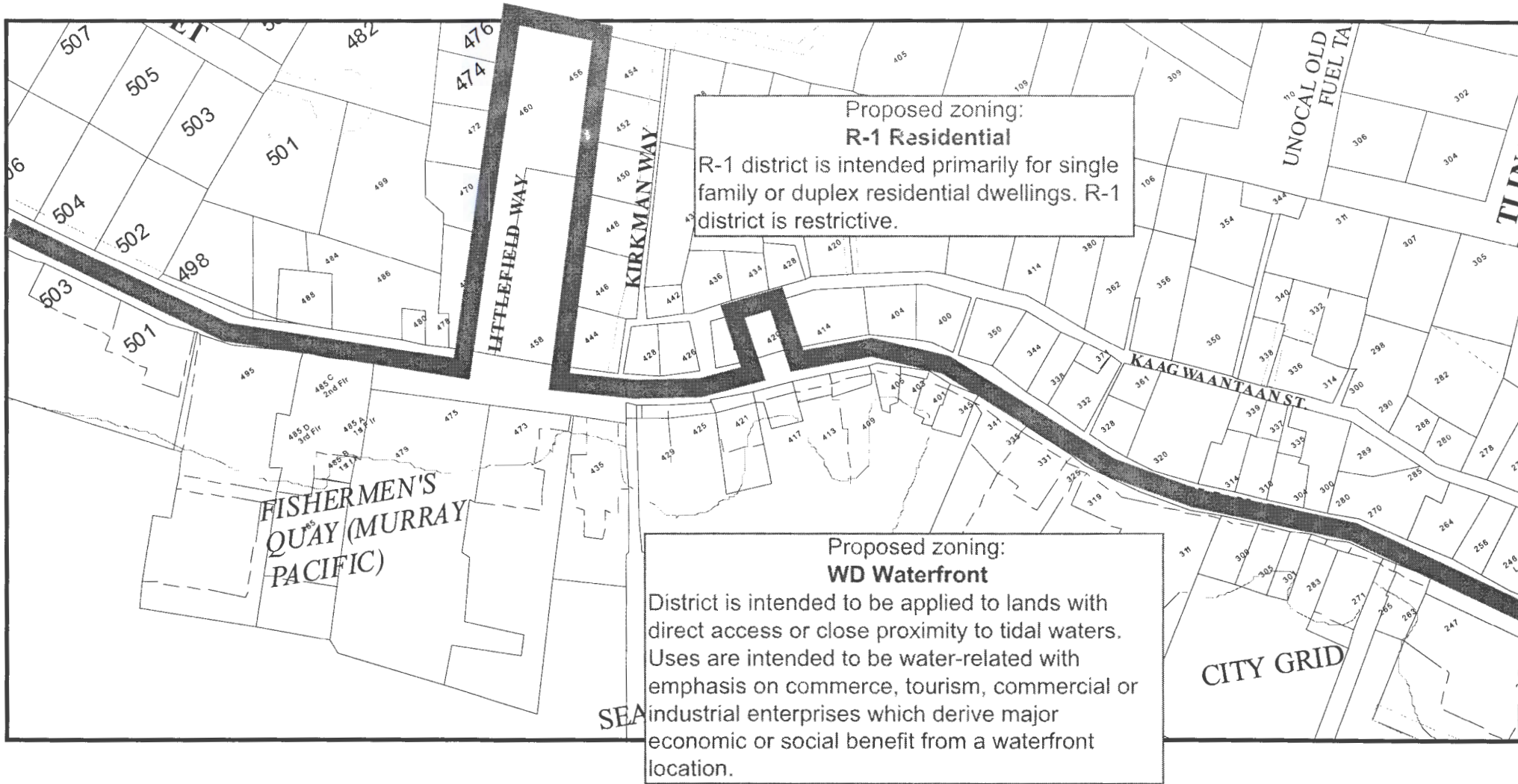
Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue



Saline
Zoning Map Amendment
424 Katlian Avenue

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
January 15, 2013

Present: Jeremy Twaddle (Chair), Darrell Windsor (Member), Richard Parmelee (Member), Cheryl Westover (Member), Chris Spivey (Member), Wells Williams (Planning Director), Melissa Henshaw (Planner I)

Members of the Public: Scott Saline, Stephen Weatherman (Municipal Engineer), Boyd Didrickson, Leo Gernandt, John Baird, Garry White, Tom Hess (Sitka Daily Sentinel)

Chair Twaddle called the meeting to order at 7:00 p.m.

Consideration of the Minutes from the January 2, 2013 meeting:

MOTION: M/S WESTOVER/WINDSOR moved to approve the meeting minutes for January 2, 2013

ACTION: Motion **PASSED unanimously** on a voice vote.

The evening business:

VARIANCE REQUEST
417 KATLIAN AVENUE
SCOTT SALINE

Public hearing and consideration of a variance request filed by Scott Saline. This is for a reduction in the front setback from 20 feet to 13 feet and a relative north side setback to zero feet for a drive-through/restaurant and future processing structure. The property is also known as Lot 31 Block 4 US Survey 2542.

Planner Henshaw reviewed this request stating that there is now a Plan A, which would require a 13 foot front setback and no side setbacks due to the code 22.20.035 notes to Table 22.20-1 #12 and a Plan B which would not require any setback and would allow one vehicle at a time for the drive-through. There are three structures; concrete will be poured as a deck; a condition should be made with the motion that this variance be contingent upon purchase of the tidelands, and a written agreement with Mr. Didrickson for the property across the street for parking.

Planning Director Williams clarified that the Code is not clear as to how many parking spaces is required but Staff recommended two off street parking spaces.

APPLICANT: Scott Saline came forward. He said that Plan A would be the safer plan; Plan B crimps future plans; and that he needs parking across the street. He confirmed that the Plan B has the trailer 20 feet from the front property line. He stated that he needs one parking space for every six people sitting.

PUBLIC COMMENT: Planner Henshaw summed up Kris Calvin, General Manager for Fisherman's Quay's comments via email which were mostly asking Code questions.

Mr. Weatherman, Municipal Engineer gave the applicant the format for the vehicle turning radius. Plan B is no more or less dangerous as any other areas along Katlian Avenue.

Planning Director Williams explained the municipal parking along Katlian Avenue and commented that there are a large number of parking lots along Katlian Avenue that are in the R-1 zone. It is more the norm than the exception. These parking lots have not created much negative impacts. They have not gone through the conditional use process and this one would be consistent with the excepted pattern.

Leo Gernandt at 420 Katlian Avenue came forward. He is in favor of this variance. Parking across the street is a great idea and it will not infringe on the Justice Center even though the parking spots are not theirs. He may work for Mr. Saline. Plan B has issues with traffic.

John Baird at 713 Katlian Avenue came forward. The parking across the street made sense as does Plan A. This will generate jobs, Katlian already has a lot of traffic and people have to be understanding, and this will not add to the congestion.

Commissioner's deliberated.

Mr. Didrickson verbally confirmed that he will enter into an agreement with Mr. Saline for parking.

MOTION: M/S PARMELEE/WINDSOR moved to approve a variance request filed by Scott Saline at 417 Katlian Avenue for a 13 foot front setback for a drive-through/restaurant and future processing structure which is in general conformance with Plan A as submitted. The property is also known as Lot 31 Block 4 US Survey 2542 with the following conditions:

1. The variance would only take effect upon the successful acquisition of 478 square feet of Municipal tidelands;
2. That Katlian Street not be blocked at any time by the patrons;
3. That a parking arrangement to secure parking on the upland side of Katlian Street is acquired prior to the commencement of the project; and
4. That the traffic flow be from outbound to inbound on Katlian Street (west to east) and that the access to the drive up window from vehicles going outbound on Katlian Street be prohibited.

ACTION: Motion **PASSED unanimously** on a voice vote.

Staff recommended the following findings in support of the approved request:

MOTION: M/S PARMELEE/WINDSOR moved to approve the following findings in support of the approved variance:

1. There are special circumstances for the intended use that do not generally apply to other properties specifically the small size of the parcel;
2. The variance is necessary for the preservation of a substantial property right in that it is difficult to create a business on such a small parcel without the setback reductions;

3. The granting of the variance will not be materially detrimental to public health, safety, welfare or injurious to public infrastructure by virtue of the restrictions on traffic flow; and
4. That the granting of the variance will not adversely affect the comprehensive plan and supports 2.3.1 To guide the orderly and efficient use of private and public land in a manner that maintains a small-town atmosphere, encourages a rural lifestyle, recognizes the natural environment, and enhances the quality of life for present and future generations without infringing on the rights of private landowners.

ACTION: Motion **PASSED unanimously** on a voice vote.

**MINOR SUBDIVISION
4530 SAWMILL CREEK ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a concept plat for a minor subdivision with a modification to an existing access easement at 4530 Sawmill Creek Road filed by the City and Borough of Sitka. The property is also known as Lot 9 and 12 Sawmill Cove Industrial Park Resubdivision No. 1.

Planner Henshaw reviewed this request stating that this takes Lot 9 and break it into three properties and accounts for the access easement which is more like a right-of-way.

APPLICANT: Garry White came forward informing the Board that there was a grant to pave the park in which DOT required this access easement so this plat cleans up the lines. Breaking Lot 9 into three means they can lease or sell them separately. Mr. White confirmed that the shaded areas are the bulk water easements.

PUBLIC COMMENT: Mr. Weatherman, Municipal Engineer came forward explaining that this is cleaning up the parcels to adjust for the access easement from where it was originally planned.

No motion was made since it is a concept plat. It will be back at the next Planning Commission meeting.

**MINOR SUBDIVISION
4640 SAWMILL CREEK ROAD
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a concept plat for a minor subdivision 4640 Sawmill Creek Road filed by the City and Borough of Sitka. The property is also known as Lot 16 Sawmill Cove Industrial Park Resubdivision No. 1.

Planner Henshaw reviewed this request stating that this Lot 16 will be broke into two parcels.

APPLICANT: Garry White came forward stating that Lot 16B will be selling to Silver Bay Seafoods which has a dilapidated building on it. Lot 16A will be used to store rock from the dam project.

PUBLIC COMMENT: None.

No motion was made since it is a concept plat. It will be back at the next Planning Commission meeting.

INTRODUCTION/DISCUSSION

ACCESSORY DWELLING UNITS (ADU)

SITKA ECONOMIC DEVELOPMENT ASSOCIATION (SEDA)

Introduction and discussion of a proposed zoning text amendment on accessory buildings to allow Accessory Dwelling Units (ADU) proposed by Sitka Economic Development Association (SEDA).

Planning Director Williams reviewed this request stating that ADU's are basically apartments that are over detached garages and makes them allowable in residential zones. The stipulations on these includes a minimum of a 90 day rental, not allowed on access easements, owner occupied, no more than two bedrooms, one per parcel, and must include a parking plan.

APPLICANT: Garry White came forward stating that last year during the economic forum; affordable housing came out as one of the top issues. High density is the key to solve this issue. Setback are still required and maximum building coverage. SEDA's opinion would be to strike B under requirements. Since loaning on the stipulation of the owner occupying is not doable. Planning Director Williams pulled B off the purpose clause but stated that the common ground be that both units must be rented longer than 90 days. Westover suggested a conditional use permit for this. An accessory structure can only be 16 feet in height so that may need to be raised to 20 feet. Chair Twaddle commented that it makes all zoning in residential area less restrictive.

PUBLIC COMMENT: None.

No motion was made on this item since it was only an introduction and discussion item. It will be put on the agenda for the next Planning Commission meeting.

PLANNING DIRECTOR'S REPORT: Planning Director Williams informed the Board that the next meeting is February 5. He updated the Board on the Assembly short-term rentals and monitoring them. He also told of the new aerial images that are planned on being acquired. Planner Henshaw clarified for Commissioner Westover the timeline of materials and meetings.

PUBLIC BUSINESS FROM THE FLOOR: None.

ADJOURNMENT

MOTION: M/S WESTOVER/SPIVEY to adjourn at 9:07 pm.

ACTION: Motion PASSED unanimously on a voice vote.

Jeremy Twaddle, Chair

Melissa Henshaw, Secretary

Maegan Bosak

From: Gregory Killinger [gregandlisa@gci.net]
Sent: Thursday, December 26, 2013 10:02 PM
To: maegan@cityofsitka.com
Subject: City Letter regarding proposed Zone amendment 424 Katlian Ave

To: City of Sitka and Planning Commission

Subject: Proposed Zoning Amendment at 424 Katlian Avenue

From: Greg and Melissa Killinger, 106 Erler Street

Date: December 26, 2013

We received a letter from the City and Borough of Sitka regarding a proposed zoning map amendment at 424 Katlian Avenue, along with the Planning Commission agenda for November 19 which included this proposal.

Unfortunately, this letter and zoning proposal was not even mailed out to us until the end of November after the meeting. I hope further correspondence on proposed zoning changes in our area will be timely and allow for appropriate response and input. Note: We were also out of town the last week of November and first week of December, so the combination of the late notice and our time away prevented timely comment on this.

We did not hear the outcome of the meeting, but want to state that we do not support this proposed zoning change from R-1 Residential to WD waterfront.

The proposed change would introduce a new and abnormal encroachment above Katlian Avenue of non-residential zoning into the Residential zoned properties in this area. It is not appropriate for the area and can only elevate the often objective commercial activity and noise that neighbors in this area already have to put up with being along the currently consistent border (Katlian road) of commercially zoned waterfront properties.

We hope this proposal was not approved.

Sincerely,

Greg and Lisa Killinger

Maegan Bosak

From: Robert Ginn [retcgav8r@gmail.com]
Sent: Sunday, December 15, 2013 2:47 PM
To: maegan@cityofsitka.com
Cc: Sheryl; Bob Ginn
Subject: WD Zoning Amendment

To: Sitka Planning Commission

We oppose expansion of the Waterfront zone (WD) across Katlian Avenue to the upland side, at 424 Katlian Avenue or anywhere else. The existing WD lies immediately adjacent to residences in the R-1 zone lying upland of Katlian Avenue. Industrial noises from the WD already are detrimental to the quality of life of nearby residents. Increasing the size of the zone is not in the best interests of those living nearby.

We have written numerous letters to Sitka Sound Seafoods about the noise generated at the plant. While there has been some improvement, their operation continues to generate noise at an annoying level, even though it complies fully with the definition of a Waterfront zone.

To allow the WD to encroach into the present R-1 zone would be absurd.

Thank you,

/s/

Robert Ginn Sheryl Ginn

105 Erler St., 747-6775, 738-6775

P.S. We would have responded earlier but just recently returned home after an extended absence for medical procedures.

CITY AND BOROUGH OF SITKA

PLANNING DEPARTMENT
ZONE CHANGE APPLICATION

ZONE MAP AMENDMENT FEE	\$100.00
ZONE TEXT AMENDMENT FEE	\$100.00
<i>Plus current city sales tax</i>	

Applicant's Name: Scott Saline
Phone Number: 907 738 2889
Mailing Address: PX 3183
Applicant's Signature: [Signature] Date Submitted 10/31/13

Provide information or data, as necessary, to fully outline the reasons and justifications for the request. Attach additional sheets as necessary.

- For official map amendments, the application shall contain:
1. A legal description of **each** subject property along with the owner's name, address, and contact person for **each** subject property;
 2. An analysis showing the public benefit of the proposed amendment;
 3. An analysis showing the proposal's consistency with the Comprehensive Plan;
 4. A map of the area to be rezoned.

LIST SPECIFIC REQUEST: CHANGE 424 KATLIAN
TO WATERFRONT

EXPLANATION OF REQUEST: to coincide with tribal
property being rezoned to
waterfront to promote employment
IN INDIAN VILLAGE ON KATLIAN
Street

*After the application and supporting materials has been a
Planning Office, the request will be placed on the next avail.*

Saline
Zoning Map Amendment
424 Katlian Avenue



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Notice of Public Hearings

The Assembly of the City and Borough of Sitka will hold a public hearing during a regular meeting scheduled Tuesday, January 14, 2014 on the following items:

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also know as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

Please see the hearing description on back of page. The Assembly may take action on January 14, 2013.

The Assembly meeting will begin at 6:00 pm in Harrigan Centennial Hall at 330 Harbor Drive in Sitka.

Interested residents are encouraged to make comments during the meeting and written comments can be submitted to the Municipal Clerk at 100 Lincoln Street.

Zoning map amendment at 424 Katlian Avenue:

The applicant is requesting a zoning map amendment to change the zoning from R-1 Residential to WD Waterfront. R-1 Residential is intended primarily for single-family and duplex homes while WD Waterfront is for commerce, tourism, commercial or industrial enterprises which derive a major economic or social benefit from a waterfront location.

While the Waterfront zoning is open to a variety of uses, this lot is limited due to the small size. The applicant has expressed that the intent of the parcel is for two parking spaces servicing his future restaurant at 417 Katlian Avenue.



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, December 17, 2013

Held in Harrigan Centennial Hall

330 Harbor Drive, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE MINUTES FROM December 3, 2013
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.
 - B. Public hearing and consideration of a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.
 - C. **Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.**
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to maegan@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: December 9, December 11



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, November 19, 2013

Held in Harrigan Centennial Hall

330 Harbor Drive, Sitka, Alaska

7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE MINUTES FROM November 5, 2013
- III. THE EVENING BUSINESS
 - A. Public hearing and consideration of a proposed zoning text amendment on accessory dwelling units (ADU) SGC 22.20.160 to limit the number of parking spaces required for a lot containing an ADU to three (3) spaces. Two spaces would continue to be required for the house on the lot. The accessory dwelling unit would be required to have one parking space. Currently two off street parking spaces are required for an ADU. Proposed by City and Borough of Sitka.
 - B. Public hearing and consideration of a variance filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction of the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.
 - C. **Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.**
 - D. Public hearing and consideration of a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction in the front setback from 20 feet to 10 feet to allow for construction of a new workshop/garage. The property is also know as all of Lot 6 of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is Michael LaGuire.
 - E. Public hearing and consideration of a concept plat for a zero lot line subdivision at 603 Indian River Road. The request is filed by Jerome Mahoskey. The property is also known as Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, U.S. Survey No. 3695.
 - F. Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A14-III, Whitcomb Heights III Subdivision.
 - G. Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Track A13, Whitcomb Heights Subdivision.
- IV. PLANNING DIRECTOR'S REPORT
- V. PUBLIC BUSINESS FROM THE FLOOR
- VI. ADJOURNMENT

NOTE: Individuals having concerns or comments on any item are encouraged to provide written comments to the Planning Office or make comments at the Planning Commission meeting. Written comments may be dropped off at the Planning Office in City Hall, emailed to maegan@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: November 11, November 13

ELAINE STRELOW
STRELOW, ELAINE
P.O. BOX 1896
SITKA AK 99835

GRAY FAMILY TRUST

GRAY FAMILY TRUST
P.O. BOX 575
SITKA AK 99835

ALASKA STATE BUILDING AUTHORITY
LOW INCOME HOUSING
ASHA
404 LAKE ST
SITKA AK 99835

NORTH PACIFIC SEAFOODS, INC.

NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

SCOTT SALINE

SALINE, SCOTT
P.O. BOX 3183
SITKA AK 99835

HARRY JIMMY
JIMMY'S BOAT SHOP
JIMMY, HARRY
P.O. BOX 986
SITKA AK 99835

KITKA ESTATE
KITKA,D/A/H WALTERS, E
KITKA ESTATE% KITKA,D/THIEMEYER,M
380 KOGWANTON ST
SITKA AK 99835

MARYANN/ERIC CALVIN TRUST
FISHERMENS QUAY
CALVIN FAMILY TRUST
P.O. BOX 807
SISTERS OR 97759

ALEX ANDREWS
% PETERS, IDA DAWSON
ANDREWS, ALEX
P.O. BOX 733
SITKA AK 99835

ANN/CAROLYN ARMSTRONG/WICHMAN
SMITH,NORMAN & WALTER
ARMSTRONG, ANN/WICHMAN, CAROLYN
P.O. BOX 1034
SITKA AK 99835

BARANOF ISLAND HOUSING AUTHORITY

BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

ADRIANNE CARLSON

CARLSON, ADRIANNE
332 KOGWANTON ST
SITKA AK 99835

UNION OIL CO.
ATTN: TAX DIVISION
UNION OIL CO.
P.O. BOX 285
HOUSTON TX 77001

MARIA DIAZ

DIAZ, MARIA
362 KOGWANTON ST
SITKA AK 99835

MARIA GUTHRIE

GUTHRIE, MARIA
380 KOGWANTON ST
SITKA AK 99835

JOHN PETRABORG

PETRABORG, JOHN, L.
231 KATLIAN AVE, #A-7
SITKA AK 99835

GERALD DIDRICKSON

DIDRICKSON, GERALD, E.
P.O. BOX 900
SITKA AK 99835

TIMOTHY/TAMMY MEARS

MEARS, TIMOTHY, A./TAMMY
P.O. BOX 1156
SITKA AK 99835

BARANOF ISLAND HOUSING AUTHORITY
BIHA
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

SONYA HOFFAY

HOFFAY, SONYA
P.O. BOX 6048
SITKA AK 99835

LAWRENCE/AGNES WIDMARK

WIDMARK, LAWRENCE & AGNES
444 KATLIAN AVE
SITKA AK 99835

VIOLET WILLIS

WILLIS, VIOLET
416 KOGWANTON ST
SITKA AK 99835

JUDITH BRADY

BRADY, JUDITH, A.
450 KATLIAN AVE
SITKA AK 99835

ROBERT/SHERYL GINN

GINN, ROBERT, A./SHERYL, G.
105 ERLER ST.
SITKA AK 99835

BOYD DIDRICKSON

DIDRICKSON, BOYD
215 KOGWANTON ST
SITKA AK 99835

GEORGE ANDERSON

ANDERSON, GEORGE
P.O. BOX 704
SITKA AK 99835

JACOB PAYENNA

PAYENNA, JACOB, S.
448 KATLIAN AVE
SITKA AK 99835

DAVID KITKA ESTATE

KITKA, DAVID SR., ESTATE OF
436 KOGWANTON ST
SITKA AK 99835

LILA KIRKMAN ESTATE
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

JOHNNIE JOHN ESTATE
% STA
JOHN, JOHNNIE ESTATE
456 KATLIAN AVE
SITKA AK 99835

BERTRAND KIRKMAN
C/O RICK PADEN
KIRKMAN, BERTRAND
103 PETER SIMPSON RD
SITKA AK 99835

MARGARET MCVEY
C/O MARCIA BRADLEY
MCVEY, MARGARET, ESTATE OF
9403 149TH ST. CT. NW
GIG HARBOR WA 98329

ANNE JOHNSON

JOHNSON, ANNE, H.
452 KATLIAN AVE
SITKA AK 99835

LILA KIRKMAN
RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

PHOEBE BRUMFIELD

BRUMFIELD, PHOEBE
2071 SE ERWIN RD
PORT ST. LUCIE FL 34952-5521

SITKA TRIBE OF ALASKA

SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

THE SITKA TRIBE OF ALASKA

SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

CAROL PETERS

PETERS, CAROL, MARIE
3500 GOLIAD RD, LOT 279
SAN ANTONIO TX 78223

BAE/JENNIFER OLNEY-MILLER

OLNEY-MILLER, BAE/JENNIFER
505 O'CAIN AVE
SITKA AK 99835

TERRANCE/DANA/J LITTLEFIELD

LITTLEFIELD, TERRANCE/DANA/JOHN III
P.O. BOX 2336
SITKA AK 99835

JUDITH HOWARD

HOWARD, JUDITH, L.
468 KATLIAN AVE
SITKA AK 99835

ISAAC/JESSICA CLARK

CLARK, ISAAC & JESSICA
454 KATLIAN AVE
SITKA AK 99835

BARBARA BORGEN

BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835

Assembly Mailing
January 3, 2014

Saline
Zoning Map Amendment
424 Katlian Avenue

ELAINE STRELOW

STRELOW, ELAINE
P.O. BOX 1896
SITKA AK 99835

NORTH PACIFIC SEAFOODS, INC.

NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109

KITKA ESTATE
KITKA,D/A/H WALTERS, E
KITKA ESTATE% KITKA,D/THIEMEYER,M
380 KOGWANTON ST
SITKA AK 99835

ANN/CAROLYN ARMSTRONG/WICHMAN
SMITH,NORMAN & WALTER
ARMSTRONG, ANN/WICHMAN, CAROLYN
P.O. BOX 1034
SITKA AK 99835

UNION OIL CO.
ATTN: TAX DIVISION
UNION OIL CO.
P.O. BOX 285
HOUSTON TX 77001

JOHN PETRABORG

PETRABORG, JOHN, L.
231 KATLIAN AVE, #A-7
SITKA AK 99835

BARANOF ISLAND HOUSING AUTHORITY
BIHA
BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

VIOLET WILLIS

WILLIS, VIOLET
416 KOGWANTON ST
SITKA AK 99835

BOYD DIDRICKSON

DIDRICKSON, BOYD
215 KOGWANTON ST
SITKA AK 99835

DAVID KITKA ESTATE

KITKA, DAVID SR., ESTATE OF
436 KOGWANTON ST
SITKA AK 99835

GRAY FAMILY TRUST

GRAY FAMILY TRUST
P.O. BOX 575
SITKA AK 99835

SCOTT SALINE

SALINE, SCOTT
P.O. BOX 3183
SITKA AK 99835

MARYANN/ERIC CALVIN TRUST
FISHERMENS QUAY
CALVIN FAMILY TRUST
P.O. BOX 807
SISTERS OR 97759

BARANOF ISLAND HOUSING AUTHORITY

BARANOF ISLAND HOUSING AUTHORITY
245 KATLIAN AVE
SITKA AK 99835

MARIA DIAZ

DIAZ, MARIA
362 KOGWANTON ST
SITKA AK 99835

GERALD DIDRICKSON

DIDRICKSON, GERALD, E.
P.O. BOX 900
SITKA AK 99835

SONYA HOFFAY

HOFFAY, SONYA
P.O. BOX 6048
SITKA AK 99835

JUDITH BRADY

BRADY, JUDITH, A.
450 KATLIAN AVE
SITKA AK 99835

GEORGE ANDERSON

ANDERSON, GEORGE
P.O. BOX 704
SITKA AK 99835

LILA KIRKMAN ESTATE
% RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

ALASKA STATE BUILDING AUTHORITY
LOW INCOME HOUSING
ASHA
404 LAKE ST
SITKA AK 99835

HARRY JIMMY
JIMMY'S BOAT SHOP
JIMMY, HARRY
P.O. BOX 986
SITKA AK 99835

ALEX ANDREWS
% PETERS, IDA DAWSON
ANDREWS, ALEX
P.O. BOX 733
SITKA AK 99835

ADRIANNE CARLSON

CARLSON, ADRIANNE
332 KOGWANTON ST
SITKA AK 99835

MARIA GUTHRIE

GUTHRIE, MARIA
380 KOGWANTON ST
SITKA AK 99835

TIMOTHY/TAMMY MEARS

MEARS, TIMOTHY, A./TAMMY
P.O. BOX 1156
SITKA AK 99835

LAWRENCE/AGNES WIDMARK

WIDMARK, LAWRENCE & AGNES
444 KATLIAN AVE
SITKA AK 99835

ROBERT/SHERYL GINN

GINN, ROBERT, A./SHERYL, G.
105 ERLER ST.
SITKA AK 99835

JACOB PAYENNA

PAYENNA, JACOB, S.
448 KATLIAN AVE
SITKA AK 99835

JOHNNIE JOHN ESTATE
% STA
JOHN, JOHNNIE ESTATE
456 KATLIAN AVE
SITKA AK 99835

BERTRAND KIRKMAN
C/O RICK PADEN
KIRKMAN, BERTRAND
103 PETER SIMPSON RD
SITKA AK 99835

MARGARET MCVEY
C/O MARCIA BRADLEY
MCVEY, MARGARET, ESTATE OF
9403 149TH ST. CT. NW
GIG HARBOR WA 98329

ANNE JOHNSON

JOHNSON, ANNE, H.
452 KATLIAN AVE
SITKA AK 99835

LILA KIRKMAN
RICK PADEN
KIRKMAN ESTATE, LILA
103 PETER SIMPSON RD
SITKA AK 99835

PHOEBE BRUMFIELD

BRUMFIELD, PHOEBE
2071 SE ERWIN RD
PORT ST. LUCIE FL 34952-5521

SITKA TRIBE OF ALASKA

SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

THE SITKA TRIBE OF ALASKA

CAROL PETERS

BAE/JENNIFER OLNEY-MILLER

SITKA TRIBE OF ALASKA
456 KATLIAN AVE
SITKA AK 99835

PETERS, CAROL, MARIE
3500 GOLIAD RD, LOT 279
SAN ANTONIO TX 78223

OLNEY-MILLER, BAE/JENNIFER
505 O'CAIN AVE
SITKA AK 99835

TERRANCE/DANA/J LITTLEFIELD

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ISAAC/JESSICA CLARK

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CLARK, ISAAC & JESSICA
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BARBARA BORGEN

BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835

Planning & Zoning Mailing
December 6, 2013

Saline
Zoning Map Amendment
424 Katlian Avenue

ELAINE STRELOW
STRELOW, ELAINE
P.O. BOX 1896
SITKA AK 99835

GRAY FAMILY TRUST
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CARLSON, ADRIANNE
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ATTN: TAX DIVISION
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BARBARA BORGEN
BORGEN, BARBARA, J.
P.O. BOX 183
SITKA AK 99835

Heather Saline
via email

Planning & Zoning Mailing
November 8, 2013

Saline
Zoning Map Amendment
424 Katlian Avenue

**CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
December 17, 2013**

Present: Richard Parmelee (Chair), Chris Spivey (Vice Chair), Darrell Windsor (Member), Cheryl Westover (Member), Maegan Bosak (Planner I), Wells Williams (Planning Director)

Absent: Debra Pohlman (Member)

Members of the Public: Jeremy Twaddle, Todd Fleming, Nancy Yaw Davis, Scott Saline, Stephen Weatherman (Municipal Engineer), Tom Heese (Sitka Sentinel)

Chair Parmelee called the meeting to order at 7:01 p.m.

Roll Call:

PRESENT: 4 – Parmelee, Westover, Windsor, Spivey

Consideration of the Minutes from the December 3, 2013 meeting:

MOTION: M/S WESTOVER/SPIVEY moved to approve the meeting minutes for December 3, 2013.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

The evening business:

**FINAL PLAT MINOR SUBDIVISION
PARCEL A SOUTH BENCHLANDS TRACT A14-III, WHITCOMB HEIGHTS III SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Scund Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

Planning Director Williams summarizes the minor subdivision applications. Staff report will encompass both Agenda A and B items. Williams showcases parcels on map. This is the 3rd meeting to flush out issues and take public comment. Williams shares the history- work on the Benchlands properties has gone back over 6 years. Land planning exercise with Bob Droll, including a series of public meetings to create a plan for Whitcomb Heights. Williams reviews the public's views on how the land was to be designated. Tract A & B have evolved - were originally intended to be multi-family housing. Sound Development, LLC. submitted the development plan entailing the best use was single family or minor subdivisions. Development scenario has fewer driveways, homes and parking, therefore the effect on drainage is much less. Parcel A plat shown and reviewed. Lot sizes are much larger than required. Reviews parcel sizes. Municipal Engineer Weatherman wanted drainage evaluation, Sound Development brought forward 2008 USKH study. Weatherman wanted the evaluation to follow the new

Stormwater Management Plan. Applicants submitted a drainage evaluation. Williams highlights drainage evaluation. If flows exceed 20 cubic feet per second or greater, than Weatherman would like to see a drainage easement. Fleming's calculation shows 5 feet per second. Proposed subdivisions show a development pattern with less impact. Planning Office will propose approval with two conditions 1. binding plat note that no lot in the subdivision may be subdivided in the future. 2. informational plat note recommended by Weatherman that the future property owners may be required to install pressure reducing valves. Commissioner Westover asks about the subdivision process- would the splitting of a lot require the whole thing to go back through the major subdivision process? Williams responds no. CBS states that only four lots can access on an easement.

APPLICANT: Todd Fleming and Jeremy Fleming of Sound Development, LLC. come forward. Nothing has changed from the first few meetings. Commissioner Westover asks about price of the lots. Twaddle hopes to get lots on the market by early summer 2014. Lots have been flagged. Williams describes staff visit to confirm flagging. Staff asked Sound Development, LLC. to add an additional flag, which was promptly completed.

PUBLIC COMMENT: Municipal Engineer Weatherman comes forward and talks about drainage evaluation. He says rates aren't as low as reported. Calculations were not correct. The way Sound Development has approached the evaluation is correct but wrong rainfall data. Weatherman points out large flow on the edge of Parcel B and asks for an easement on the edge of parcel. Ditch may need to be designed somewhat differently but other areas are not an issue. Private development isn't typically inspected by Public Works. Weatherman is confident that drainage and ditching on Kramer Avenue is sufficient for the load. The City doesn't have beneficiary, maintenance or responsibility on the easements. Williams points out Grace Harbor drainage easement and issues regarding maintenance. Public Works required easement however no one knows who is responsible for maintenance. Commissioner Windsor clarifies that drainage is not a requirement. Weatherman states that Public Works will be bringing code change to the Planning Commission in the future, to make a drainage evaluation a requirement of the subdivision code. Code will clarify the information and process. Weatherman is stating again that this is a suggestion only and that this is heading in the right direction. Williams discusses "unsolveables" and the cost to the developers and City. Commissioner Spivey asks about rainfall data, didn't Sound Development get the information from Weatherman? Weatherman responds yes, but they used the wrong table of data. Weatherman isn't saying they are going to require more, but in previous studies data was gathered incorrectly. Weatherman talks about other communities standards for drainage plans. Commissioner Spivey also asks about why Public Works is questioning this when they are going to do exactly what the City had done in Jacobs Circle. Weatherman states because there is new data. Weatherman suggests a possible solution is a drainage easement. Commissioners feel that Sound Development, LLC. has done more drainage studies than any other minor subdivision. Weatherman says that this is why many minor subdivisions around town have drainage problems.

Nancy Yaw Davis asks questions about the process. She states that potential future buyers of the property must know the land. Maps need to be available. Williams points out the different parcels and the sale plan. Davis says that Parcel D was not clear in the material. Davis talks about the crosstrail. Williams showcases how the trail is changing or relocating. Davis is concerned that Commissioners haven't done everything they need to in order to make an informed decision. Nancy Yaw Davis can't find the flags. Williams states that flagging exceeds

code. Commissioner Westover states that the plan has already been vetted through the Assembly. Davis again speaks to the flagging. Davis discusses parcel C. Possible human occupation 8,000 -10,000 years ago. Prehistoric artifacts and she would love to volunteer.

COMMISSIONER DELIBERATION: Commissioner Windsor brings up the proposed easement along parcel b. Twaddle discusses drainage and preexisting flow. He states that the flow that these subdivisions are going to add is miniscule. Overall impact is small. Commissioner Windsor asks if Sound Development, LLC. is open to the easement or not? Fleming talks about drainage on the lot. Fleming respectfully disagrees with Weatherman regarding the calculations. Fleming will grant an easement prior to sale if needed. Commissioner Westover asks if it can be a condition so the commission doesn't have to revisit. Commissioner Spivey says it's just going to make development more expensive. Commissioner Westover appreciated all the extra effort. Williams makes summary comments: flagging was done well in advance and Sound Development, LLC. agreed to public site visits. He states this is the most extensive minor subdivision process, he has ever seen. Requirements are far and above what has required for previous minor subdivisions.

MOTION: M/S WINDSOR/SPIVEY move to approve a final plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue with the following conditions. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

1. Regulatory plat note stating: No lot in the subdivision may be subdivided in the future.
2. Informational plat note stating: Property owners may be required by the Municipality to install pressure reducing valves prior to the construction of any structure on the lots in this subdivision.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**FINAL PLAT MINOR SUBDIVISION
PARCEL B SOUTH BENCHLANDS TRACT A13, WHITCOMB HEIGHTS SUBDIVISION
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

MOTION: M/S SPIVEY/WESTOVER move to approve a final plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue, with the following conditions. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

1. Regulatory plat note stating: No lot in the subdivision may be subdivided in the future.
2. Informational plat note stating: Property owners may be required by the Municipality to install pressure reducing valves prior to the construction of any structure on the lots in this subdivision.

3. Developer will record a 10 foot wide drainage easement if drainage evaluation calculations are above 20 cubic feet/per second.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

**ZONING MAP AMENDMENT
LOT 50, BLOCK 1, U.S. SURVEY 2542 A&B, SITKA INDIAN VILLAGE
SCOTT SALINE**

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

Williams reviews case. He shows current zoning in Sitka Indian Village and recent change from R-1 to WD for Sitka Tribe of Alaska building. Williams gives brief history of Indian Village and how residents in the past have opposed zone change. The area is full of non-conformances. Changing the zoning allows more use in an area that is an economic driver. Planner 1, Bosak, reads public comment letter, from Ginn, in opposition. Letter sites noise as the main issue. Bosak reminds Commission of variance approved in January 2013 with the condition that parking be obtained.

APPLICANT: Scott Saline comes forward, explains that the area use to be zoned R-2, prior to R-1. Culture of resistance based on how City government has taken things away and then let them go. Both of applicant's properties were restricted deed properties. Area is the key to Sitka's economic future. People are giving up on the commercial aspects of the lots. More money out at the mill, but Saline...

Commissioner Westover calls point of order - Saline going in all different directions.

Saline states that this will continue to be an issue as more parcels would like this change.

Williams points out Ginn residence on map. Issue of noise doesn't appear to be a concern.

PUBLIC COMMENT: No public comment.

COMMISSIONER DELIBERATION: Commissioner Windsor states that parking doesn't make much noise. He states precedence was set last year when the Commission approved rezone for Sitka Tribe of Alaska. Commissioner Spivey, agrees, sees no problem with rezone as parking is not noisy. Commissioner Westover doesn't want a mini junkyard that would look awful. She is concerned that the parcel will have the rights of waterfront and not just be for parking. Chair Parmelee has no problem with request, applicant is trying to use the property for what the Board recommended. Williams reminds Board that it will have all the rights of a waterfront zone. He goes on to discuss all the waterfront type uses on Katlian Avenue. Staff supports this going to waterfront zone. Commissioner Windsor points out that the area is currently zoned R-1 and there are current junkyards and debris. Enforcement is the issue. Williams states that the parcel is small and even the liberal uses defined under waterfront district limits the build out. Due to the parcel size there is no option to be a seafood processor or any other business. Parcel is 32 feet by approximately 32 feet. The parcel has to have room for two parking spaces. Commissioner

Spivey understands Commissioner Westover's concerns regarding the junkyard appearance but feels it is not the issue that the Commission is being asked to decide on. Commissioners ask about other properties along Katlian Avenue that are being used for parking. Williams speaks on restricted deeds and how local codes don't have zoning authority over restricted deed properties. Parking does not have to be rezoned in those instances.

MOTION: M/S SPIVEY/WINDSOR move to recommend approval of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD Waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, U.S. Survey 2542 A&B, Sitka Indian Village.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

MOTION: M/S SPIVEY/WINDSOR move to approve the following findings:

1. The rezoning is consistent with other uses on the upland side of Katlian Avenue;
2. Consistent with Comprehensive Plan 2.5.2, *To encourage commercial and industrial developments of a quality that does not adversely impact any adjacent recreational and residential areas.*

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

PLANNING DIRECTOR'S REPORT: Williams describes "unsolvables" and the discussion that will take place starting in January. At the first meeting we will talk about the zoning and subdivision codes. Purpose is to discuss issues without obvious solutions. Codes go back to common land law.

ADJOURNMENT:

MOTION: M/S SPIVEY/WESTOVER moved to adjourn at 8:35 pm.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Richard Parmelee, Chair

Maegan Bosak, Secretary

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
November 19, 2013

Present: Richard Parmalee (Chair), Chris Spivey (Member), Darrell Windsor (Member), Cheryl Westover (Member), Wells Williams (Planning Director), Gail Johansen Peterson (Contract Secretary).

Members of the Public:

James Swift, Brian Schmidt, Steven Weatherman (City Engineer), David Longtin, Jerome Mahoskey, Don McKinnon, Roslyn Dailey, Jeremy Twaddle, Todd Flemming, Shannon Haugland (Daily Sitka Sentinel).

Chair Parmalee called the meeting to order at 7:00 p.m.

Roll Call:

PRESENT: 4 – Parmalee, Spivey, Windsor, Westover

Consideration of the Minutes from the November 5, 2013 meeting:

MOTION: M/S Spivey/Windsor to approve the meeting minutes for November 5, 2013.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

The evening business:

Public Hearing and consideration of a proposed zoning text amendment on accessory dwelling units (ADU) was moved to the end of the agenda to accommodate those present for other items on the agenda.

VARIANCE REQUEST
4321 VALHALLA DRIVE
BRIAN SCHMIDT

Public hearing and consideration of a variance request filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction in the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.

Planning Director Williams introduced and reviewed the request utilizing slides to show the actual rights of way versus the platted cul de sac, which was not developed and is unlikely to ever be developed to SGC standards. Instead, there are single driveways to access properties. A variety of hardships regarding this lot exist as the terrain slopes at the back and north side of the lot, with extreme elevation changes. Prior variances granted for this lot were reviewed. The request is to reduce the front setback for the construction of a carport, with a bedroom above. Mr. Williams provided details and additional views.

CITY ENGINEER:

Steven Weatherman, Municipal Engineer, reviewed the City's standard recommendation for a structure to be set back a minimum of a 19 foot parking length in front of the property line to allow for sufficient parking. Mr. Weatherman answered Commissioner's questions. The standard recommendation of 19 feet for additional parking was considered in the context of this property's unique features.

APPLICANT:

Brian Schmidt, builder, and James Swift, property owner, described the project to the Commission. It was emphasized the construction is for a carport, not a garage. The result will clean up the property as it will remove a temporary carport. Additional images and descriptions of the property and project were provided. Commissioner questions were answered.

COMMISSIONER DELIBERATION:

Commissioners familiar with the neighborhood spoke to the difficulty of ever developing a cul de sac at the end of Valhalla Drive due to the elevation changes in the area terrain.

Commissioner Westover stated her reluctance to ever approve a front set back to the property line; however, with the particular circumstances of this property and the unlikelihood that there will be further development in the area, she is able to make an exception for situations like this request as it won't interfere with other residents' living conditions.

PUBLIC COMMENT: None.

MOTION: M/S Westover/Windsor to approve the variance filed by Brian Schmidt at 4321 Valhalla Drive. The request is for a reduction of the front setback from 20 feet to 0 feet for an addition of a carport. The property is also known as Lot 1, C.C.W. Estates. The property owner of record is James Swift.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams recommended findings in support of the approved variance.

MOTION: M/S Spivey/Westover to approve findings in support of the approved variance:

1. There are special circumstances that do not generally apply to other properties in the vicinity. Specifically, it is an irregularly shaped lot; secondly, the lot is severely disadvantaged by the slope on the north side of the property, which makes approximately one-third of the parcel, which is already irregularly shaped, unusual;
2. The variance is necessary for the preservation and enjoyment of a substantial property right, specifically there is no other place on the property that can accommodate a carport or garage, which is a customary use for residential properties;
3. The granting of the variance will not materially be detrimental to public welfare or injurious to the properties in the area, or public infrastructure; specifically, while the set back is a set back reduction to zero, the carport does allow for the accommodation of the mandatory off street parking, and there is no foreseeable circumstance through which the Valhalla Drive cul de sac in that location will be further improved;
4. The granting of the variance will not adversely affect the comprehensive plan (2.3.1), to guide the orderly and efficient use of private land in a manner that maintains a small town atmosphere.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams noted the variance will be effective in ten days, unless that variance is appealed within the ten days.

**ZONING MAP AMENDMENT R-1 TO WD
424 KATLIAN AVENUE
SCOTT SALINE**

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue.

Planning Director Williams recommended postponing this item to the end of the meeting to allow the applicant to be present. The Chair so ordered.

**VARIANCE REQUEST
711 BIORKA STREET
DAVID LONGTIN**

Public hearing and consideration of a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction in the front setback from 20 feet to 10 feet to allow for construction of a new workshop/garage. The property is also known as all of Lot 6 of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is David Longtin.

Planning Director Williams introduced and reviewed the request utilizing slides to show the parcel and explain the need for the variance. The submitted site plan was described. Images were viewed and the applicant, David Longtin, explained it is necessary to modify his site plan slightly as DOT denied a driveway permit from Sawmill Creek Road. It was noted the property is unique in that it has two front set backs, one off Sawmill Creek Road and the other off Biorka Street.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated there are no objections or issues.

APPLICANT: David Longtin, introduced himself and explained he has recently purchased the lot from Michael LaGuire. He described the project and answered Commissioner and staff questions.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioners had no objections or concerns and could agree with the property owner's request.

MOTION: M/S Westover/Windsor to approve a variance request filed by David Longtin at 711 Biorka Street. The request is for a reduction of the front setback from 20 feet to 10 feet along the Sawmill Creek side to allow for construction of a new workshop garage. The structure will be required to comply with the maximum height allowed by code. The property is also known as all of Lot 6, of Block 23, according to U.S. Survey 1474, Tract A. The owner of record is Dave Longtin.

ACTION: Motion **PASSED unanimously 4-0** on a voice vote.

Planning Director Williams recommended findings in support of the approved variance.

MOTION: M/S Westover/Spivey to approve findings in support of the approved variance:

1. There are special circumstances that do not generally apply to other properties. Specifically, the property has two front set backs and the set back adjacent to Sawmill Creek Road is 20 feet instead of the standard 10 feet for wider portions of the highway frontage;

2. The variance is necessary for the preservation of a substantial property right, specifically to allow for a garage and storage structure;
3. The granting of the variance will not materially be detrimental to public welfare or injurious to other properties in the vicinity, or public infrastructure; specifically, while the workshop will be 10 feet from the Sawmill Creek Road right of way, it will not adversely affect the Sawmill Creek Road right of way due to the prohibition by the State of Alaska to access the road;
4. The granting of the variance will not adversely affect the comprehensive plan, specifically Comprehensive Plan Policy 2.4.1 to encourage diverse housing types and densities.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

**CONCEPT PLAT
603 INDIAN RIVER ROAD
JEROME MAHOSKEY**

Public hearing and consideration of a concept plat for a minor subdivision at 603 Indian River Road. The request is filed by Jerome Mahoskey. The property is also known as all of Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, US Survey No. 3695.

Planning Director Williams introduced the concept plat for a zero lot line. Since this is a concept plat, at this stage it does not have to be designed by a registered land surveyor. The applicant has been advised about the importance of measurements prior to sinking the foundation and the final approval. Details about the zero lot line design were provided, showing the effect of the wetlands on the property. Staff is unaware of any issues with the proposal and considers this a good, decent property.

APPLICANT: Jerome Mahoskey, applicant, stated the project is to construct a simple zero lot line with three bedrooms, two and a half baths and one car garage. The applicant answered a Commissioner's question about the corner that abuts the wetlands, stating the lot is fully developed.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated there is enough space in the front for parking. Since it hasn't been surveyed, it is recommended the applicant consult with the Corps of Engineers as this falls under their jurisdiction.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioner Westover supported the Municipal Engineer's recommendation to consult with the Corps.

MOTION: M/S Spivey/Westover to approve a concept plat for a minor subdivision at 603 Indian River Road with the condition that documentation will be provided that the Corps of Engineers were consulted and there is verbal documentation from the Corps that the plan has been reviewed and there are no issues. The request is filed by Jerome Mahoskey. The property is also known as all of Lot 4, Indian River Land Subdivision, a subdivision of a portion of Lots 2 and 3, US Survey No. 3695.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

**CONCEPT PLAT
PARCEL A SOUTH BENCHLANDS OFF OF KRAMER AVENUE
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel A South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A14-III, Whitcomb Heights III Subdivision.

Planning Director Williams introduced the concept plat and provided background information on the property development. Two public hearings will be held in the concept phase and final public hearings will be held on each of the final subdivision plats to allow for all public comments to be provided. If the public is unable to provide comment at this hearing due to the inclement weather, the public is invited to submit written comment prior to the next hearing on December 3, 2013. Details of the subdivision development were provided and images were viewed. Severe terrain constraints were identified. Sound Development, LLC partners have agreed to provide an opportunity for members of the public to walk through the property. The surrounding land is either public land or land acquired by Sound Development, LLC (Tracts A, B, and C). The stated commitment from Sound Development, LLC to the City was noted. Tract A would develop three lots of about 19,000 square feet each. The Cross Trail Plan will shift the current path of the Cross Trail closer to the lot lines. Subdivision codes for road grades were reviewed.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated in general there is no problem with the subdivision layout. The main concern will be how steep the access road will be and what type of road section the applicant plans. It will need to be carefully reviewed for how steep it will be and if there is drainage on the side. There is also a significant drainage upland that drains through these properties. It is recommended the applicant perform a drainage evaluation (showing how much flow comes through and how it will be routed) using the current municipal standards and guidelines. The newly drafted storm water management plan should be utilized. A copy of the previous study for the benchlands is available, which clearly shows the drainage basins through the property. However the data on rainfall, for instance, is not accurate. Better information is available now. Municipal Engineer Weatherman acknowledged the City has already found it necessary to retrofit the upstream ditch on Kramer due to frequent wash outs. The overall developer of the property has capability to manage the flow through the properties, whereas an individual house developer would not know how to manage the drainage basin on an individual lot without passing the problem to the next lower lot. To avoid such a consequence, the onsite design needs to collect the flow and bring it through the area safely.

APPLICANT: Sound Development, LLC partners Jeremy Twaddle and Todd Flemming stated the project is to develop the highest and best use of the property. The applicant affirmed staff comments regarding the existing Cross Trail and the planned straightening of the trail along the property line (it will have a steady grade of 14 – 15%). Applicants answered Commissioners' questions about the trail, road grade and drainage. Planner Williams affirmed the City has allowed a parking area for public access to the trail in the developed right-of-way. The applicant anticipates leaving public access to Cross Trail from the current parking area. The applicant has been given the legal easement to continue down through Kramer.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

No Commissioner action is needed. Another public hearing will be advertised for December 3, 2013.

**CONCEPT PLAT
PARCEL B SOUTH BENCHLANDS OFF OF KRAMER AVENUE
SOUND DEVELOPMENT, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at Parcel B South Benchlands off of Kramer Avenue. The property is on the upland side of Kramer Avenue past Jacobs Circle. The request is filed by Sound Development, LLC. The property is also known as Tract A13, Whitcomb Heights Subdivision.

Planning Director Williams stated there is not much to add to what has already been stated for Parcel A. The Cross Trail access from this property was compared to the proposed access. The size of this lot is smaller than the other, with the bulk of the drainage continuing on from the existing drainage ditch on the upland side of Kramer Avenue, going down toward Jacobs Circle and continuing to Halibut Point Road.

CITY ENGINEER: Steven Weatherman, Municipal Engineer, stated the layout of the subdivision is appropriate development for this property. This parcel has much larger upstream flow into the property. It is very important for the applicant to evaluate the upstream flows and if necessary come up with an easement for it or a facility to be constructed. Commissioners' questions were answered.

APPLICANT: Sound Development, LLC partners Jeremy Twaddle and Todd Flemming affirmed they have reviewed the existing drainage study and some of that will be utilized as relevant to their proposal for a less densely developed area.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

No Commissioner action is needed. Another public hearing will be advertised for December 3, 2013.

ZONING AND SUBDIVISION TEXT AMENDMENTS

Public hearing and consideration of a proposed zoning and subdivision text amendment on accessory dwelling units (ADU) SGC 22.20.160 to limit the number of parking spaces required for a lot containing an ADU to three (3) spaces. Two spaces would continue to be required for the house on the lot. The accessory dwelling unit would be required to have one parking space. Currently two off street parking spaces are required for an ADU. Proposed by City and Borough of Sitka.

Planning Director Williams reviewed the proposed zoning and subdivision text amendment on accessory dwelling units (ADU) to reduce the off street parking requirement for ADU's from two to one. The amendments were proposed to the Administrator by a couple of Assembly members. Planning Director Williams elaborated on the proposal and concerns of the Assembly in high density neighborhoods.

PUBLIC COMMENT: None.

COMMISSIONER DELIBERATION:

Commissioner Westover stated the amendment was not necessary. Commissioners discussed the proposed amendment. Commissioner Spivey recalled that variances would not be issued on ADU's. Commissioners discussed the proposed amendment regarding parking for ADU's. Commissioners acknowledged ADU's are intended for larger lots and this is facilitated by requiring two parking spaces.

MOTION: M/S Westover/Windsor to recommend the minimum of two parking spaces for ADU's remains unchanged and the Planning Commission opposes the request to reduce the number of off street parking spaces for ADU's from two to one.

ACTION: Motion PASSED unanimously 4-0 on a voice vote.

Commissioners supported the recommendation with the following rationale:

1. The City cannot control the number of cars utilized by residents of ADU's.
2. ADU's are not intended for use in dense areas.
3. It is unrealistic that ADU's will be located in downtown areas.
4. Recommend revisiting ADU structure to make ADU's conditional uses.

ZONING MAP AMENDMENT R-1 TO WD

424 KATLIAN AVENUE

SCOTT SALINE

Public hearing and consideration of a zoning map amendment by Scott Saline at 424 Katlian Avenue. The request is to rezone the parcel from R-1 Residential to WD waterfront. The zoning would expand the waterfront district on the channel side of Katlian Avenue across to the upland side of the road. The property is also known as Lot 50, Block 1, US Survey 2542 A & B, Sitka Indian Village.

Planning Director Williams recommended rescheduling this item to the December 3, 2013 meeting if the applicant commits to be present. The Chair observed the applicant would have found his request favorably received by Commissioners present at this evening's meeting.

PLANNING DIRECTOR'S REPORT:

Planning Director Williams recommends beginning in January 2014 adding a forty-five minute work session to the end of each agenda to discuss the "unsolvable's", concerns that always come up yet remain unsolved, such as the Katlian Street zoning. This will facilitate transmission of knowledge regarding past City planning (&/or lack thereof) for future Planners and Commissioners. Planning Director Williams observed retirement is not that far off, and knowledge imparted during the work sessions are parting gifts. At each work session a few topics will be discussed in depth, with other topics and issues identified.

Ground rules for the work sessions:

1. open-ended discussion among Commissioners with no public comment;
2. limited to 45 minutes at the end of the meeting;
3. simple solution(s) can be proposed;
4. does not require additional staff time.

Topics brainstormed for discussion in the workshop format:

1. Katlian Street zoning
2. Parking Requirements
3. Trailers/Mobile Home Codes
4. Junk Yards
5. Enforcement
6. Variances

Work sessions will follow the Planning Director's report.

PUBLIC BUSINESS FROM THE FLOOR: None.

Chair Parmelee informed Commissioners he will be absent from the December 3, 2013 meeting.

Vice Chair Spivey will preside at the next meeting, December 3, 2013.

ADJOURNMENT

MOTION: M/S Windsor/Westover to adjourn at 8:55pm.

ACTION: Motion PASSED unanimously on a voice vote.

Richard Parmelee, Chair

Gail Johansen Peterson, Contract Secretary



Legislation Details

File #: ORD 14-02 Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 1/7/2014 In control: City and Borough Assembly

On agenda: 1/14/2014 Final action:

Title: Amending Sitka General Code at Chapter 9.20 entitled "Smoking in Public Places and Places of Employment" to modify Section 9.20.035 regarding prohibition of children in places where smoking is permitted

Sponsors:

Indexes:

Code sections:

Attachments: [Ord 2014-02](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2014-02 on first reading.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-02

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA
GENERAL CODE AT CHAPTER 9.20 ENTITLED "SMOKING IN PUBLIC PLACES AND
PLACES OF EMPLOYMENT" TO MODIFY SECTION 9.20.035 REGARDING
PROHIBITION OF CHILDREN IN PLACES WHERE SMOKING IS PERMITTED

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code ("SGC").

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. **PURPOSE.** This ordinance is to modify SGC 9.20.035 entitled "Declaration of establishment as nonsmoking – Prohibition of children in places of employment where smoking is permitted" by prohibiting children under the age of 18 to be permitted in any place where smoking is permitted. This ordinance also clarifies presence of children in a club or bar where smoking is allowed.

4. **NOW, THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka that SGC 9.20.035 is amended as follows (new language underlined; deleted language stricken):

9.20.035 Declaration of establishment as nonsmoking—Prohibition of children in places of employment where smoking is permitted.

Notwithstanding any other provision of this chapter, an owner, operator, manager, or other person in control of an establishment, facility, or outdoor area may declare that entire establishment, facility, or outdoor area as a nonsmoking place. Smoking shall be prohibited in any place in which a sign conforming to the requirements of Section 9.20.040 is posted. Children under the age of eighteen shall not be permitted in any place of employment under 9.20.020, or club or bar where smoking is allowed under Section 9.20.030G and H. Furthermore, no cessation of smoking within the smoking facility shall render this section inapplicable unless such facility permanently deems and declares themselves to be a non-smoking facility. Once the declaration of an establishment, facility, or outdoor area as non-smoking has been made under this section, it shall not be changed for temporary or special functions.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th day of January, 2014.

Mim McConnell, Mayor

ATTEST:

Sara Peterson, CMC
Acting Municipal Clerk



Legislation Details

File #: 14-010 Version: 1 Name:
Type: Item Status: AGENDA READY
File created: 1/7/2014 In control: City and Borough Assembly
On agenda: 1/14/2014 Final action:
Title: Approve Finance Director position reclassification
Sponsors:
Indexes:
Code sections:
Attachments: [Finance Director Position Reclassification](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve reclassification of the Finance Director position as outlined in the attached memo from Municipal Administrator, Mark Gorman.

To: Mayor McConnell and Assembly Members
From: Mark Gorman, Municipal Administrator
Date: January 8, 2014
Subject: Position Reclassification Proposal

Proposal

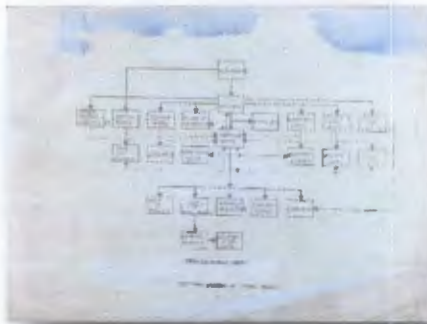
I am requesting the Assembly's approval for the reclassification of the **Director of Finance** position to **Chief Finance and Administrative Officer (CFAO)**. Jay Sweeney, who is the incumbent in the position, will assume this role. This will be budget neutral for this fiscal year and will have minimal impact on next year's budget.

In addition to the Finance Department, the long term vision will be to have the Human Resources and Information Services Departments under the CFAO. These transitions will not occur immediately. The goal will be to have these departments reporting to the CFAO within three years.

Rationale

The rationale for this change is fivefold:

1. **Organizational Architecture:** Currently, the Municipal Administrator supervises 14 department heads. By most management measures, this is a very large span of control. (Note below the change in the CBS organization chart over the years). It is important to achieve a balance between a responsive organizational structure with limited layers of reporting and ensuring that managers have the time to adequately provide supervision and support to direct reports. I believe that a realignment of the structure will increase the Administrator's availability for other CBS demands. Further, it will result in better support to department heads as this workload is distributed.



2. **Operational Efficiencies:** There are synergies and efficiencies that can be achieved by more closely aligning departments with

similar functions. Human Resources, Information Services and Finance all provide support to the operational units of CBS. The potential to share staff resources and competencies will be increased with a closer alignment of these functions.

3. **Succession Planning:** There are a number of incumbents in key CBS positions approaching retirement. Several have indicated plans to retire in the next couple of years. There has been very little succession planning for these eventualities. Where succession is anticipated, it is imperative that plans be established to address this. As such, it is important to develop the leadership and experience capacity of those who might be candidates for key positions when transitions occurs.
4. **Career Development:** Jay Sweeney served with distinction as the interim Municipal Administrator for seven months. During this time, he developed a key understanding of the mechanics of this office, its needs and potential. Further, this realignment allows Mike Middleton to assume more responsibility as Deputy Finance Director with mentoring and coaching from Mr. Sweeney. I believe that elevating Jay's role in service to CBS as the CFAO is timely and will significantly add value to our ability to better serve the citizens of our community. Further, it will support succession planning in the Finance Department as identified in # 3 above.
5. **Strategic Initiatives:** With the CFAO position established, there will be more ability to pursue key strategic CBS initiatives. These will include, but not be limited to:
 - Development of a 10 year Forward Funding plan
 - Working with financial consultants and the Investment Committee to maximize our investment portfolio within the guidelines of the charter
 - Establishment of precise cost accounting processes that allow the costing of specific CBS services
 - Collaboration with the Sitka School District and Sitka Community Hospital to assess the potential of closer partnerships in Human Resources, Information Services, health benefit coverage and other administrative efforts
 - Increased ability to engage and support the Assembly in its fiduciary responsibility including quarterly work sessions on the State of the Budget
 - Increased involvement with SEDA in its efforts to identify economic development opportunities for the City and Borough
 - Acquisition and integration of a Human Resource Management software system into the ERP Financial package

Roles and Responsibilities

The CFAO leads and manages all aspects of Municipal Finance operations and undertakes assigned strategic initiatives. Once Human Resources and Information Services transition under the supervision of the CFAO, the incumbent will provide direction, support and coordination of these departments. The scope of duties of the CFAO is second to that of the Municipal Administrator. The CFAO develops and implements broad fiscal and operational policy, engages in strategic planning, and advises the Municipal Administrator on all aspects of Finance and Administration. The CFAO routinely coordinates with other department heads. The CFAO has responsibility for ensuring the overall success of Finance and Administration operations. The CFAO will serve as acting or interim Municipal Administrator during the absence of the Municipal Administrator.

Core Functions prior to transition of Human Resources and Information Services under Direct Supervision of CFAO

- Leads and manages senior Finance staff members in the development of strategic and operational financial plans
- Leads and manages senior Finance staff members in the performance of essential accounting, treasury management, investment, and internal control functions
- Leads and manages key strategic initiatives assigned by the Municipal Administrator
- Serves as senior advisor to the Municipal Administrator on all financial issues
- Serves as the key advisor to the Assembly on all financial matters.
- Leads the preparation and implementation of the annual budget development
- Serves as advisor and consultant to the department heads on all financial matters

Additional Functions post transition of Human Resources and Information Services under Direct Supervision of CFAO

- Leads and manages Human Resource staff members in the development of, and/or revision of personnel policies, compensation plans and policies, and collective bargaining agreements
- Leads and manages Information Services staff members in the development of information technology plans, technology migration plans, disaster recovery plans, and new technology acquisition and implementation
- Continuously examines all functional areas of Finance, Human Resources and Information technology for opportunities to gain operational and cost efficiencies through policy change, to include outsourcing, functional consolidation, and divestment
- As necessary and appropriate, engages outside professionals to benchmark operations against industry standard best practices and recommends policy and structural changes to the Municipal Administrator
- Serves as senior advisor to the Municipal Administrator on all Financial, Human Resources, and Information Services issues.

Conclusion

In my career, I have initiated several organizational restructurings. These can generate employee resistance and dissatisfaction and, in some cases result, in resignations. The Assembly members could hear expressions of concern from those impacted by a changed organization structure. This is to be expected and part of the change process. I have learned that if transition processes are well communicated and planned these risks can be mitigated. This proposed restructuring will follow a slow and even course in order to minimize staff anxiety and ensure success in terms of improving our ability to serve Sitka. I believe that this change will improve operational efficiency and effectiveness and increase the CBS' ability to strategically plan and implement key initiatives.