



# CITY AND BOROUGH OF SITKA

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

## Meeting Agenda

### City and Borough Assembly

*Mayor Gary Paxton*  
*Deputy Mayor Steven Eisenbeisz,*  
*Vice Deputy Mayor Kevin Mosher,*  
*Kevin Knox, Dr. Richard Wein, Valorie Nelson, Thor Christianson*

*Interim Municipal Administrator: Hugh Bevan*  
*Municipal Attorney: Brian Hanson*  
*Municipal Clerk: Sara Peterson*

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Tuesday, January 14, 2020

6:00 PM

Assembly Chambers

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#### **WORK SESSION - 5:00 PM**

[20-007](#) Work Session: Marine Service Center

**Attachments:** [Memo and Discussion Items](#)  
[As-Built Survey](#)

#### **REGULAR MEETING**

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[20-013](#) Reminders, Calendars, and General Correspondence

**Attachments:** [Reminders and Calendars](#)  
[Business Friendly Action Plan Update](#)  
[PW Assembly Update 13\\_010620 Final](#)

V. CEREMONIAL MATTERS

*None.*

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

**VII. PERSONS TO BE HEARD**

*Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.*

**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**     [20-003](#)     Approve the minutes of the December 19 and December 23 Assembly meetings

**Attachments:** [Consent and Minutes](#)

- B**     [20-004](#)     Approve a liquor license renewal application for Sitka Golf Association, Inc. dba Sea Mountain Restaurant & 19th Hole

**Attachments:** [Motion and Memos](#)

[606 LGB Notice - City of Sitka Borough of Sitka](#)

[606 Complete Renewal Application](#)

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- C**     [20-005](#)     Reappoint Scott Wagner to a three-year term on the Local Emergency Planning Committee in Category 5 (Owners/Operators of Facilities)

**Attachments:** [Motion and Application Wagner](#)

- D**     [20-006](#)     Reappoint Chris Spivey to a three-year term on the Planning Commission

**Attachments:** [Motion and Application Spivey](#)

**XI. UNFINISHED BUSINESS:**

- E**     [ORD 19-43](#)     Making supplemental appropriations for Fiscal Year 2020 (Cross Trail Project Phase 6)

**Attachments:** [Motion Ord 2019-43](#)

[Ord 2019-43](#)

**XII. NEW BUSINESS:**

**New Business First Reading**

- F     [ORD 20-01](#)     Making supplemental appropriations for Fiscal Year 2020 (Airport Entry Doors Replacement Project)  
          Attachments: [Motion Ord 20-01](#)  
                          [Memo and Ord 20-01](#)

**Additional New Business Items**

- G     [20-002](#)     Discussion / Direction on a process to update the City and Borough of Sitka seal  
          Attachments: [Discussion Direction CBS Seal](#)  
                          [1 - City Seal Update - Proposed Process](#)  
                          [2 - Timeline](#)  
                          [3 - Draft City Seal Contest](#)  
                          [4 - SE Seals Example Sheet](#)  
                          [5 - Seal Adoption Minutes 1971](#)  
                          [6 - SGC Use of City Seal](#)
- H     [20-008](#)     Discussion / Direction / Decision on a list of priority requests to be submitted to the Alaska State Legislature  
          Attachments: [Priority Requests to Alaska State Legislature](#)
- I     [20-009](#)     Adopt the Chief Finance and Administrative Officer's interpretation of Sitka General Code 4.09 "Sales Tax" as it relates to gift cards  
          Attachments: [Motion and Memo Item I](#)  
                          [Sales Tax Interpretation Item I](#)  
                          [Addendum A Item I](#)  
                          [Supplemental Definitions Item I](#)
- J     [20-010](#)     Adopt the Chief Finance and Administrative Officer's interpretation of Sitka General Code 4.09 "Sales Tax" as it relates to the sales of food containers and condiments  
          Attachments: [Motion and Memo Item J](#)  
                          [Sales Tax Interpretation Item J](#)  
                          [Addendum A Item J](#)  
                          [Supplemental Definitions Item J](#)

- K**      [20-011](#)      Adopt the Chief Finance and Administrative Officer's interpretation of Sitka General Code 4.09 "Sales Tax" as it relates to the application of the taxable transaction limit to long-term service and construction contracts

**Attachments:** [Motion and Memo Item K](#)

[Sales Tax Interpretation Item K](#)

[Administrative Guidelines Single Service Exemption Cap](#)

[Addendum A Item K](#)

[Supplemental Definitions Item K](#)

- L**      [20-012](#)      Adopt the Chief Finance and Administrative Officer's interpretation of Sitka General Code 4.09 "Sales Tax" as it relates to the definition of the term resale

**Attachments:** [Motion and Memo Item L](#)

[Sales Tax Interpretation Item L](#)

[Addendum A Item L](#)

[Supplemental Definitions Item L](#)

**XIII.      PERSONS TO BE HEARD:**

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

**XIV.      EXECUTIVE SESSION**

*Not anticipated.*

**XV.      ADJOURNMENT**

*Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Assembly meetings are aired live on KCAW FM 104.7 and via video streaming from the City's website. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, MMC, Municipal Clerk*

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