

CONSENT AGENDA

POSSIBLE MOTION

**I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEMS A & B**

I wish to remove Item(s) _____

**REMINDER – Read aloud a portion of each item being
voted on that is included in the consent vote.**

Should this item be pulled from the Consent Agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve the minutes of the April 19, 21, 25, and 26 Assembly meetings.



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
1332 Seward Ave.
Room 229
Sitka, AK
(907)747-1811

Minutes - Draft

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Schmid

Tuesday, April 19, 2016

5:30 PM

Assembly Chambers

City Hall - 3rd floor Conference Room

SPECIAL MEETING

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

Mr. Swanson arrived at 5:45pm.

Present: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

IV. PERSONS TO BE HEARD

None.

V. NEW BUSINESS:

- A 16-063 Annual evaluation for Municipal Administrator (requests to be held in public)

Municipal Administrator, Mark Gorman, received an exemplary evaluation and was praised for his work to date. The Assembly expressed their appreciation for his openness, accessibility, proactiveness to challenging issues, and felt he had grown well in his position as Municipal Administrator. Assembly members applauded Gorman's efforts for increased efforts in public communication and encouraged even more such as a monthly newspaper column or radio shows.

A motion was made by Hunter to give Mark Gorman an exemplary review and to change his leave accrual rate to 20 hours per month of annual leave which equates to 30 days per year, unless he currently earns higher.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

B 16-064 Annual evaluation for Municipal Attorney Robin Schmid (requests to be held in executive session)

A motion was made by Hunter to go into executive session under the statutory categories of discussing subjects that tend to prejudice the reputation and character of any person and may have an adverse affect upon the finances of the City and Borough of Sitka and invite Robin Schmid in when ready. The motion PASSED by a unanimous voice vote.

A motion was made by Miyasato to reconvene as the Assembly in regular session. The motion PASSED by a unanimous voice vote.

A motion was made by Potrzuski to accept the Municipal Attorney's resignation with a 90 day severance package effective June 1, 2016. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

VI. ADJOURNMENT

A motion was made by Guevin to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:00pm.

ATTEST: _____
Sara Peterson, CMC
Municipal Clerk



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Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Schmid

Thursday, April 21, 2016

6:00 PM

Assembly Chambers

Meeting to be held at the Sealing Cove Business Center 601 Alice Loop

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Present: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

IV. CORRESPONDENCE/AGENDA CHANGES

None.

V. PERSONS TO BE HEARD

Max Rule thanked the Assembly for their support of the Citizens' Taskforce, encouraged diligence and tenacity in approaching the budget - this year and in years to come, noted it was important to look for efficiencies in government, and explore alternative strategies for removal of a property tax cap.

VI. NEW BUSINESS:

A 16-067 Executive Summary of the FY2017 General Fund budget from Chief Finance and Administrative Officer including proposed reductions

Jay Sweeney, Chief Finance and Administrative Officer, provided an overview of key items contained in the budget and items that the Citizens' Taskforce had recommended.

B 16-065 Discussion/Direction of the Citizens' Taskforce recommendations as they

apply to the FY2017 budget development (*Assembly action may be taken*)

Matt Donohoe noted the challenge of the fiscal situation and encouraged the Assembly to prepare for the worst case scenario.

A motion was made by Hunter to confirm the Administrator's decision to include a subsidization transfer of \$1,650,000 from the General Fund to the Electric Fund Rate Stabilization Fund in the FY2017 Budget. The motion PASSED by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

A motion was made by Hunter to remove the transfer of \$100,000 in raw fish tax revenue from the Harbor Fund to the General Fund in the FY2017 Budget. The motion PASSED by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

A motion was made by Hunter to increase the amount to be transferred from the General Fund to the General Governmental Capital Projects Fund by \$130,000 in order to increase total general capital projects funding to \$1,500,000 in the FY2017 Budget. The motion PASSED by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

Sandy Koval, Connie Sipe, Cass Pook, and Dave Neutzel spoke in opposition to the cut of \$20,000 to the Swan Lake Senior Center.

Dave Neutzel spoke in opposition to the reduction of \$50,000 in funding for the General Fund Non-Profit Grants.

A motion was made by Hunter to direct the Administrator to reduce currently budgeted expenditures in the proposed FY2017 General Fund Budget by an amount of not less than \$804,651 to include:

Administrator/Assembly/Clerk - reduction in travel of \$13,000

Reduction in non profit support - reduce SEDA by \$7,000, reduce Historical Society by \$12,000, reduce non profit grants to \$50,000, reduce Senior Center by \$20,000

Human Resources - reduce travel and training by \$4,300, reduction of general fund wages and benefits by \$200,000

Legal Department - reduce travel by \$1,500 and reduce dues/publications by \$6,600

Finance Department - reduce travel by \$7,000

Assessing Department - reduce travel/training by \$2,000

Planning and Community Development - reduce travel/training by \$2,000 and

reduce tools/small equipment by \$2,000

Police Department - elimination of .5FTE MSO (\$60,251)

Fire Department - reduce operating various by \$35,000

Public Works - reduce snow removal/janitorial/parks/vehicle by \$250,000 and eliminate Parks and Rec Manager position (\$111,500)

Library - reduce heating fuel/travel/cell by \$19,500

Centennial Building - reduce advertising by \$1,000

The motion **PASSED** by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

School Board Members Tom Conley and Cass Pook spoke in support of District funding.

A motion was made by Miyasato to direct the Administrator to reduce the amount budgeted for local support of education in the proposed FY2017 General Fund Budget by \$100,000. The motion FAILED by the following vote.

Yes: 3 - McConnell, Hunter, and Miyasato

No: 2 - Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

A motion was made by Miyasato and AMENDED by Eisenbeisz to direct the Administrator to bring forward a recommendation, with anticipated sales proceeds associated costs, of Municipal land to be made available for sale for the next 5 years. The amendment and the motion PASSED by the following vote.

Yes: 4 - McConnell, Hunter, Miyasato, and Eisenbeisz

No: 1 - Guevin

Absent: 2 - Swanson, and Potrzuski

A motion was made by Hunter to direct the Administrator bring forward a recommendation, with anticipated rock royalty revenues associated costs, of Municipal lands to be made available for lease for quarries in FY2017. The motion PASSED by the following vote

Yes: 5 - McConnell, Hunter, Miyasato, Eisenbeisz, and Guevin

Absent: 2 - Swanson, and Potrzuski

C 16-068

Discussion/Direction of other budget requests not included in FY2017 budget (*Assembly action may be taken*)

No action was taken as it was getting late and the Assembly decided to adjourn. It was determined this item would be moved to the April 25, 2016 meeting under Unfinished Business.

- D 16-066** Discussion/Direction of the FY2017 General Fund and as it relates to other Funds, the School District, and the Sitka Community Hospital (*Assembly action may be taken*)

No action was taken nor required.

VII. PERSONS TO BE HEARD:

None.

VIII. EXECUTIVE SESSION

None.

IX. ADJOURNMENT

A motion was made by Hunter to ADJOURN. Hearing no objections the meeting ADJOURNED at 8:55pm.

ATTEST: _____

Sara Peterson, CMC
Municipal Clerk



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Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Schmid

Monday, April 25, 2016

6:00 PM

Assembly Chambers

Meeting to be held at the Sealing Cove Business Center 601 Alice Loop

SPECIAL MEETING

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

Assembly Member Potrzuski attended telephonically.

Present: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

IV. CORRESPONDENCE/AGENDA CHANGES

None.

V. PERSONS TO BE HEARD

None.

VI. UNFINISHED BUSINESS:

- A 16-072 Discussion/Direction/Decision of other budget requests not included in the FY2017 budget

Staff provided an overview of the supplemental budget requests as recommended by the Municipal Administrator: 1) phone system replacement (\$60,000), 2) Comprehensive Plan contractual assistance (\$40,000), and 3) temporary wages - Assessing (\$65,000).

A motion was made by Guevin to include temporary wages for Assessing in the amount of \$65,000 in the FY2017 budget as recommended by the Municipal

Administrator. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

A motion was made by Hunter to include \$40,000 for Comprehensive Plan contractual assistance in the FY2017 budget as recommended by the Municipal Administrator. The motion PASSED by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Guevin, and Potrzuski

No: 2 - Swanson, and Eisenbeisz

Dave Neutzel spoke in support of the allocation and offered the Sitka Community Playground group planned to raise additional funding. Neutzel stated the playground was expected to be complete May/June 2017.

A motion was made by Miyasato to approve \$40,000 for the Sitka Community Playground for inclusion in the FY2017 budget. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

No: 1 - Eisenbeisz

Chief Finance and Administrative Officer, Jay Sweeney, clarified the \$40,000 would be treated as a donation and the funds would expire June 30, 2017. Assembly members wondered at what point the funds would be made available. Administrator Gorman stated from what he had heard from Dave Neutzel's testimony was that the group hoped to have \$360,000 raised by the end of the fiscal year. Guevin clarified his intent of the motion by stating if the group were to receive \$200,000 in grant funds for example and the \$40,000 was used as a match to reach 75% playground completion then he would see that as a point at which the City and Borough of Sitka could release the \$40,000. He further clarified that it was not his intent for the project to be complete in order for the funds to be released.

A motion was made by Guevin that the \$40,000 included in the FY2017 budget for the Sitka Community Playground be held by the City and Borough of Sitka as matching funds for a new community playground to be released at the time of the grant award. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Guevin, and Potrzuski

No: 1 - Eisenbeisz

Discussion of The RIDE \$25,000 funding request:

Connie Sipe, Executive Director for Center of Community, provided history of The RIDE and noted if approved, this would be the third year of funding from the City and Borough of Sitka (CBS). She urged the Assembly to support full funding, however, recognized the fiscal challenges CBS was facing and suggested an alternative funding amount of \$15,000.

Assembly members Guevin and Miyasato recused themselves - Guevin because of his employment with the Sitka Tribe of Alaska (STA) and Miyasato because of his role on the STA Council.

An AMENDMENT was made by Hunter to reduce the amount of funding from \$25,000 to \$15,000 for The RIDE. The AMENDMENT PASSED by the following

vote.

Yes: 5 - McConnell, Hunter, Swanson, Eisenbeisz, and Potrzuski

Recused: 2 - Miyasato, and Guevin

A motion was made by Hunter to approve the main motion as amended for The RIDE. The motion FAILED by the following vote.

Yes: 3 - McConnell, Hunter, and Potrzuski

No: 2 - Swanson, and Eisenbeisz

Recused: 2 - Miyasato, and Guevin

Chief Finance and Administrative Officer, Jay Sweeney, provided a recap of the deficits to date. The Assembly decided to take action on the reduction of the Assistant Fire Chief position and the School District's request for funding. Administrator Gorman spoke to the proposed reduction of the Assistant Fire Chief position. He relayed the intent, after speaking with Fire Chief Miller, would be to create two deputy positions rather than filling the Assistant Fire Chief position which would yield a cost savings. The positions would be filled through a competitive process within the Fire Department. Hunter and Eisenbeisz expressed concern with the reduction of the Assistant Fire Chief position.

A motion was made by Hunter to delete the Assistant Fire Chief position from the FY17 budget. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

A discussion occurred as to whether or not Assembly member Potrzuski should recuse himself. He stated both he and his wife were employed as substitute teachers by the Sitka School District. Municipal Attorney, Robin Schmid, read section 1.04.080 on conflict of interest from the Sitka General Code. Potrzuski stated he would recuse himself.

A motion was made by Hunter to accept the Sitka School District's request for \$100,000 less than the FY16 budget. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, and Guevin

Recused: 1 - Potrzuski

VII. NEW BUSINESS:

- B 16-081** Administrative report containing overview of forecasted revenues, proposed operating outlays, proposed capital expenditures, and resulting changes in working capital for each of the eight Enterprise Funds

Chief Finance and Administrative Officer, Jay Sweeney, reviewed the Enterprise Fund operating outlays, capital outlays, and user fee increases.

- C 16-077** Discussion/Direction/Decision on proposed Enterprise Fund operating outlays

Proposed Enterprise Fund operating outlays:

Electric \$8,740,658
Water \$1,647,778

Wastewater \$2,812,477
Solid Waste \$3,424,693
Harbor \$1,903,882
Airport Terminal \$463,288
Marine Service Center \$158,197
GPIP \$249,099

A motion was made by Swanson to approve the proposed Enterprise Fund operating outlays of \$19,400,072. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

D 16-078 Discussion/Direction/Decision on proposed Enterprise Fund capital outlays

Proposed Enterprise Fund capital outlays:

Electric \$3,475,000
Water \$75,000
Wastewater \$226,500
Solid Waste \$0
Harbor \$0
Airport Terminal \$0
Marine Service Center \$0
GPIP \$0

A motion was made by Swanson to approve the proposed Enterprise Fund capital outlays of \$3,776,500. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

E 16-079 Discussion/Direction/Decision on proposed Enterprise Fund user fee increases

Discussion of user fee increases:

Electric 5%
Water 1%
Wastewater 1%
Solid Waste 0%
Harbor 6.2%

Matt Donohoe spoke in opposition to an increase in harbor rates. Kevin Knox, Chair of the Port and Harbors Commission, stated the Commission after much debate had voted in support of a 6.2% increase.

An AMENDMENT was made by Eisenbeisz to adjust the harbor user fee to 5% as opposed to 6.2%. The AMENDMENT PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

Matt Donohoe thanked Assembly Member Eisenbeisz for making the amendment.

A motion was made by Hunter to approve the main motion as amended for harbor user fees. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

F 16-080 Discussion/Direction/Decision of the FY2017 Enterprise Funds or General Fund and as they relate to other Funds, the School District, and the Sitka Community Hospital

No discussion occurred and no action was taken.

VIII. PERSONS TO BE HEARD:

None.

IX. EXECUTIVE SESSION

None.

X. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:20pm.

ATTEST: _____
Sara Peterson, CMC
Municipal Clerk



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Minutes - Draft

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Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Schmid

Tuesday, April 26, 2016

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

Assembly Member Potrzuski participated by Skype.

Present: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

IV. CORRESPONDENCE/AGENDA CHANGES

16-083 Reminders, Calendars and General Correspondence

Mayor McConnell noted Item M had been pulled from the agenda.

V. CEREMONIAL MATTERS

16-076 Service Awards - Citizens' Taskforce Members

Awards were read and presented to the Citizens' Taskforce Members. The Assembly thanked them for their work.

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

School Board President, Tim Fulton, provided an update to the Assembly.

16-082 Convention and Visitor Services Update - Rachel Roy

Rachel Roy, Executive Director of the Greater Sitka Chamber of Commerce, summarized Convention and Visitor Services activities, specifically the 3-year Strategic Marketing Plan, the Branding and Wayfinding Project, and the work of the Convention and Visitor Services Committee. Rich Riggs, Chamber President, announced the first cruise ship was scheduled to arrive May 9 and a "Welcome to Sitka" event was planned.

VII. PERSONS TO BE HEARD

Garry White, Executive Director of the Southeast Economic Development Association, announced the Sitka Economic Forum would be held May 17 at the Sheet'ka Kwaan Naa Kahidi.

VIII. REPORTS

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

Mayor - reported on the April 15th ceremony at the Fire Hall honoring the U.S. Coast Guard for their response efforts in the August 2015 Sitka area landslides and announced she was attending the AML Board meeting May 17th.

Administrator - Gorman reported union negotiations had begun and asked Public Works Director, Michael Harmon, to come forward and provide an update on the water main break in the 4100 to 5300 block of Halibut Point Road.

Attorney - Schmid reported on ongoing negotiations with Silver Bay's attorney in an effort to develop language to protect the City's interests for a couple of leases at the Gary Paxton Industrial Park. Schmid also informed the Assembly she was working closely with the Library Director to develop a code of conduct for Library users. Schmid reported parents were leaving their children unsupervised at the Library.

Liaisons - Miyasato reported on recent topics of the Parks and Recreation Committee, Guevin recognized the Sitka Youth Leadership Committee and their efforts in organizing the Hands Across Sitka event, and Hunter relayed the Port and Harbors Commission would be discussing goals at their May 11th meeting.

IX. CONSENT AGENDA

A motion was made by Swanson that the Consent Agenda consisting of items A, B, C, & D be APPROVED. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

A 16-074 Approve the minutes of the April 7 and April 12 Assembly meetings

This item was APPROVED ON THE CONSENT AGENDA.

B 16-069 Approve a liquor license application for a transfer of location (from 326 Lincoln Street to 321-B Lincoln Street) for House of Liquors, Inc. dba Salty Sal's Liquor Cabinet

This item was APPROVED ON THE CONSENT AGENDA.

- C 16-073** Approve Amendment No. 1 to the Northern Southeast Regional Aquaculture Association lease agreement as recommended by the Gary Paxton Industrial Park Board and authorize the Municipal Administrator to execute the document

This item was APPROVED ON THE CONSENT AGENDA.

- D RES 16-08** Supporting the City's application to the Alaska Federal Lands Access Program (FLAP) grant program for \$2,000,000 for construction of phase 6 of the Cross Trail Multimodal Pathway in 2019

This item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- E 16-075** Reappoint Tamie (Harkins) Parker Song to a term on the Planning Commission and Appoint: 1) Scott Saline to a term on the Historic Preservation Commission, and, 2) Allison Massey to a term on the Parks and Recreation Committee

A motion was made by Miyasato that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

XI. UNFINISHED BUSINESS:

- F ORD 16-05** Amending Sitka General Code Title 10 "Public Peace, Safety and Morals" by adding a new Chapter 10.25 entitled, "Cellular Phone Use While Driving"

Speaking in support of the ordinance were: Loyd Platson, Don Jones, Carin Adickes, Matthew Jackson, Alene Henning, Tamie Parker Song, Doug Osborne, and Eric Jordan.

Testifying in opposition to the ordinance were: Sigurd Rutter and Michael Peters.

Assembly Members asked clarifying questions. Police Chief, Sheldon Schmitt, noted there would be a public education period.

A motion was made by Miyasato that this Ordinance be APPROVED on THIRD AND FINAL READING. The motion PASSED by the following vote.

Yes: 5 - McConnell, Hunter, Miyasato, Guevin, and Potrzuski

No: 2 - Swanson, and Eisenbeisz

- G ORD 16-09** Adjusting the FY16 Budget

A motion was made by Swanson that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

- H ORD 16-10** Amending the City and Borough of Sitka Personnel Policies Handbook to allow the Municipal Administrator, for budgetary reasons, to change daily hours of work and the workweek and establish furlough days

Reber Stein spoke in opposition to the ordinance and noted furloughs were a poor management tool.

Administrator Gorman recognized concerns and stated this was a tool to be used judiciously and equitably. He noted workplace moral was low and stated furloughs was a gentler approach as opposed to layoffs. Guevin believed furloughs were not the best mechanism to balance a budget and wished to see what resulted from pending union negotiations and allow the collective voice of the workforce to be heard. Hunter expressed appreciation for the City and Borough of Sitka staff and their work. He stated reductions were difficult, and if necessary, would prefer to have furloughs rather than layoffs. McConnell reminded the Administrator would need approval from the Assembly to impose furloughs or a reduced workweek. The changes to the ordinance simply allowed for the flexibility of furloughs or a reduced workweek. Gorman noted the Assembly had previously approved General Fund reductions of approximately \$804,000 which included \$200,000 in workforce wages. Assembly members sympathized with staff and recognized the challenges of the fiscal situation. Gorman acknowledged these were not easy or comfortable decisions for anyone involved to make. He reiterated that furloughs or a reduced workweek would ultimately require Assembly approval. He concluded by saying, if approved, they would be used judiciously and equitably.

A motion was made by Miyasato that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 6 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, and Potrzuski

No: 1 - Guevin

- I ORD 16-11** Amending Sitka General Code Title 22 "Zoning" by amending Chapter 22.08 "Definitions" by adding Section 22.08.587 "Marijuana", amending Section 22.16.015 "Permitted, Conditional and Prohibited Uses", and amending Chapter 22.24 "Special Use Permits" by adding Section 22.24.026 "Marijuana Conditional Use Permits"

Potrzuski spoke in support of the conditional use process and noted the process would be a good way for the community and City to monitor marijuana activities.

A motion was made by Hunter that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

- J ORD 16-12** Amending Chapter 3.16 "Procurement Policy" of the Sitka General Code to allow the Municipal Administrator to create detailed purchasing procedures for municipal staff based on and subject to these policies. Further, this revised policy will allow the Municipal Administrator to update

municipal procurement procedures on a regular basis

Guevin shared concern that this ordinance would eliminate the public process of contracts coming before the Assembly. Eisenbeisz echoed the same concern.

Gorman stated the current contracting process significantly slowed down efficiencies for staff and put the City and Borough of Sitka (CBS) at a disadvantage for purchasing capacity.

Public Works Director, Michael Harmon, noted the policy would afford the municipality to conduct business in a more productive, modern, consistent and professional manner. Utility Director, Bryan Bertacchi, reiterated that the process would be significantly streamlined and allow staff to devote time to other work. Harmon noted the Public Works monthly report could be restructured to include progress on ongoing contracts and list awarded contracts.

Hunter spoke in support of the ordinance and stated if the project was in the budget, and below or under budget, staff could proceed with the task they'd been given. If over budget, it would need to come back before the Assembly. He stated it was a way to cut bureaucracy, increase productivity, and still respect authority for spending.

Guevin noted his biggest concern was transparency and wished to see a list of contracts available for public viewing. Gorman and staff stated this was achievable.

A motion was made by Swanson that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

XII. NEW BUSINESS:

New Business First Reading

K ORD 16-13 Adjusting the FY16 Budget

Chief Finance and Administrative Officer, Jay Sweeney, answered questions related to the two budget adjustment items: 1) a request from Sitka Community Hospital for a reappropriation of \$93,074, and 2) a \$50,000 appropriation of Commercial Passenger Excise Tax funds required to pay for the costs of bus transportation of cruise ship visitors.

A motion was made by Miyasato that this Ordinance be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potrzuski

L ORD 16-14 Amending Sitka General Code Title 22.16.015 "Permitted, Conditional and Prohibited Uses" to allow short-term rentals in the public zone as a conditional use

Tim Fulton spoke in support of the ordinance and offered it could result in increased opportunities for visitors and economic development.

Guevin spoke to sanitation concerns. He also hoped that passage of this ordinance wouldn't result in liveboards being taken off the market for year round residents.

Hunter stated this idea had come before the Port and Harbors Commission. The Commission had stressed the importance of safety, visitors being familiar with the boat, and harbor surroundings.

A motion was made by Miyasato that this Ordinance be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.

Yes: 7 - McConnell, Hunter, Swanson, Miyasato, Eisenbeisz, Guevin, and Potruski

M ORD 16-15 Amending Title 15 of the Sitka General Code by adding a new Chapter 15.15 entitled "Community Assisted Utility Subsidization Effort"

This item was pulled from the agenda.

Additional New Business Items

N 16-070 Discussion/Direction/Decision on the recruitment for a Municipal Attorney

Human Resources Director, Mark Danielson, presented hiring schedule options. The following was decided: review of applications at a Special meeting on June 14 and Skype interviews the week of June 20 and June 27.

XIII. PERSONS TO BE HEARD:

None.

XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

A motion was made by Miyasato to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:40pm.

**ATTEST: _____
 Sara Peterson, CMC
 Municipal Clerk**