



CITY AND BOROUGH OF SITKA

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

Minutes - Final 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

[14-012](#) Worksession - Quarterly Financial Presentation

REGULAR MEETING

I. CALL TO ORDER

Present: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[14-011](#) Reminders and Correspondence

V. CEREMONIAL MATTERS

[14-005](#) Proclamation: The Year of the Sitka Artist - Greater Sitka Arts Council

Mayor McConnell read the "2014 - The Year of the Sitka Artist" proclamation and presented to Jeff Budd of the Greater Sitka Arts Council.

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

Ben Miyasato, representing Sitka Tribe of Alaska, provided an update to the Assembly on activities.

Sitka High School students Debbie Yearwood and Jack Peterson gave an update to

the Assembly on recent events and activities. School Board Member and Clerk, Tim Fulton, came forward to present a report on recent activities of the School Board and School District. A few items noted were: Rebecca Himschoot's receipt of a Presidential Award of Excellence in Mathematics and Science Teaching, a 2015 math and science consortium conference to be held in Sitka, and prep work for the FY15 budget process had started.

[14-009](#)

Sitka High School Vocational Education Facility Project - Randy Hughey

Randy Hughey provided an overview of project details and timeline.

VII. PERSONS TO BE HEARD

None.

VIII. REPORTS

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

Mayor - reported on attendance at various meetings including a recent cruise ship visitor strategy meeting.

Administrator - stated the Emergency Response Vessel would be moved under the responsibility of the Harbor Department and dispatched out of the Fire Department to allow better access to other departments, in particular, Search and Rescue. Gorman reported on his recent trip to Anchorage with staff to explore future funding options for the Blue Lake Dam project. The group met with AEA and AIDEA. While in Anchorage, Gorman reported the group also met with two other entities: 1) DEC to check in on permits and approvals for the temporary filtration plant, and, 2) a letter of inquiry was submitted to the Rasmuson Foundation for the library expansion project. In addition, Gorman updated the Assembly on a pilot project in the harbor system for float homes, bilingual street signage, and the cruise ship strategy meeting.

Attorney - noted the Legal Department and Harbor Department were working on a complete rewrite of Title 13 which would include a new section for float homes.

Liaison Representatives - Assembly member Hackett reported on the Sitka Community Hospital Board, Tree and Landscape Committee, and Health Needs and Human Services Commission. Assembly member Swanson provided an update on the Police and Fire Commission and Historic Preservation Commission. Assembly member Reif mentioned he attended the recent cruise ship strategy meeting and thanked the McGraw's for their work in the visitor industry. Assembly member Miyasato reported on the Parks and Recreation Committee and Library Commission.

Clerk - reported this was the first meeting using electronic packets. Peterson added there were other features with the recent software upgrade that would be introduced to the public in the near future such as video streaming and a social media platform.

Other - Municipal Engineer, Stephen Weatherman, came forward to answer questions regarding the Edgcombe Drive reconstruction project and Hollywood Way improvements. Utility Director, Chris Brewton, provided answers to questions on the Blue Lake Dam expansion project.

IX. CONSENT AGENDA

- A** [14-007](#) Approve the minutes of the December 23, 2013 Assembly Meeting
- This item was APPROVED ON THE CONSENT AGENDA.**
- 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
- This item was APPROVED ON THE CONSENT AGENDA.**
- 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
- This item was APPROVED ON THE CONSENT AGENDA.**

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
- A motion was made by Hunter that this ordinance be PASSED on FIRST READING AS PREVIOUSLY AMENDED.**
- A recess was taken from 7:00pm to 7:06pm.
- 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
- Hunter stated he had received a few phone calls on this issue.
- Planning Director, Wells Williams, came forward to explain the zoning map amendment and details of the request. The owner of the property, Scott Saline, would like to use the 1500 square foot lot for parking space - a requirement for the drive-in food stand he owns across the street.
- Planning Commission Chairman, Dick Parmelee, explained the conditions of the previously approved variance of the drive-in property - one of which required parking.
- Hackett wondered what other uses could the 1500 square foot lot be used for. Williams noted the lot was too small to accomodate most uses but could be used for

storage purposes.

A motion was made by Swanson that this Ordinance be PASSED ON FIRST READING. The motion PASSED by the following vote.

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

- 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

Administrator, Mark Gorman, explained this amendment provided clarification in regards to children age 18 and under not being permitted in a facility where smoking was allowed. He stated once the declaration of a facility was made as smoking the designation would not be able to be changed temporarily or for a special function.

This item was PASSED ON FIRST READING.

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

Additional New Business Items

- G** [14-010](#) Approve Finance Director position reclassification

Hunter clarified for the public that a new position was not being added and voiced support for the reclassification.

Administrator Gorman shared his thoughts and strategies for this recommended direction. He noted similar positions in other communities in Alaska. Of the current 14 department heads, seven had indicated they would be retiring within the next three years. Gorman added when that occurred, the management of less experienced department heads would be difficult for one person.

Gorman also responded to comments about another layer of bureaucracy being added. Instead, he said it would create more of a synergy where there would be an opportunity to reduce some inefficiencies. Gorman clarified the Finance Department, IS Department and HR Department would be supervised by the Chief Finance and Administrative Officer (CFAO). The transition would occur over a three year period and also ensure that individuals were comfortable with the restructuring.

Esquiro wondered if there was a downside. Gorman stated the downside would be business as usual which had worked well but wouldn't allow for new strategies and approach to doing business.

Hackett questioned why the specific departments had been chosen and whether or not this restructuring would allow for more outreach in the community by the Administrator and CFAO. Gorman noted the departments chosen were support services to the direct operation of the City and added the current HR Director and IS Director would still be classified as Department Heads.

Mayor McConnell wondered how the restructuring would affect Gorman's workload. Gorman noted it was to be determined. The current HR Director and IS Director did not demand a lot of time, however, as new less experienced department heads come in that could change. Gorman added he did not have much extra time in his workload which he expected was true of most Administrators.

Reif thanked Gorman for his work and forward thinking.

Miyasato thanked Sweeney for serving as Interim Administrator . He added Sweeney was capable and showed a willingness to come forward and help.

Swanson spoke in support of the reclassification, however, was concerned it may be too much of a workload for Sweeney.

Sweeney came forward. He explained this would be a flexible position and that his role was to help the Administrator succeed and would help in whatever way possible . Sweeney stated he did not want any compensation for the position reclassification.

Esquiro expressed support of the reclassification and hoped folks would be flexible with the changes.

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

Yes: 7 - Esquiro, Reif, Hunter, McConnell, Hackett, Swanson, and Miyasato

XII. PERSONS TO BE HEARD:

Randy Hughes, Assessor, reminded folks of the upcoming February 15th filing deadline for business property tax declaration forms, personal property tax declaration forms, exemption applications, and senior citizen exemption applications.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

A motion was made by Hackett to ADJOURN. Hearing no objections the meeting ADJOURNED at 7:40pm.

ATTEST: _____
Sara Peterson, CMC
Acting Municipal Clerk