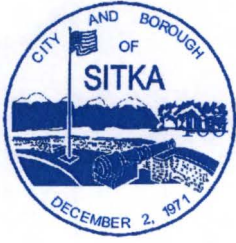


## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2018-54  
on second and final reading.



# City and Borough of Sitka

Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** November 16, 2018

**Subject:** FY2019 budget adjustment 2018-54

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### Background:

In recent months the City and Borough of Sitka staff working in the Utility Office on the first floor of City Hall have reported multiple instances of feeling threatened by members of the public. Unfortunately, when members of the public are dissatisfied with actions taken by the Assembly and/or administration, they often take out these feelings on staff in the utility office. This, combines with the increase in workplace/public area violence across the nation, has staff very concerned for their safety. The changes being proposed are the bare minimum suggested by the police department, and include:

1. Closing off the open end of the utility counter
2. Adding security to employee door
3. Installation of security camera
4. Ensure ADA accessibility

### Fiscal Note:

Including staff time, the total cost of these upgrades will not exceed \$8,500.

### Recommendation:

Approve Ordinance 2018-54 to increase capital appropriations in the General Fund by a total of \$8,500

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2018-54  
AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
MAKING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2019  
(CITY HALL CUSTOMER SERVICE COUNTER)

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

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not 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 make a supplemental capital appropriation for Fiscal Year 2019.

4. **ENACTMENT.** In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriations for the budget period beginning July 1, 2018 and ending June 30, 2019.

<b><u>FISCAL YEAR 2019 EXPENDITURE BUDGETS</u></b>
<b>CAPITAL PROJECTS</b>
<b>Fund 700 – Utility Office Security/ADA Accessibility Project: Increase appropriations in the amount of \$8,500 to enhance security and ensure ADA accessibility at the front counter in the utility office.</b>

**EXPLANATION**

Necessary revisions in the FY2019 budget were identified. These changes involve the increase of expenditure accounts. A short explanation is included.

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 11th Day of December, 2018.

ATTEST:

Gary L Paxton, Mayor

Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 11/27/18  
2<sup>nd</sup> and final reading 12/11/18