



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 Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Michelle Putz*

*Municipal Administrator: Mark Gorman
Municipal Attorney: Robin L. Koutchak
Municipal Clerk: Sara Peterson, CMC*

Tuesday, June 23, 2015

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[15-102](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars](#)

[AKDOT Letter](#)

V. CEREMONIAL MATTERS

None anticipated.

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

[15-098](#) Special Report: Marijuana legalization - timeframe and recommendations (Scott Brylinsky)

Attachments: [Documents Marijuana Legalization](#)

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** [15-094](#) Approve the Health Needs and Human Services Commission goals for 2015

Attachments: [Health Needs 2015 goals](#)

X. UNFINISHED BUSINESS:

- B** [15-093](#) Consideration and award of the request for proposals submitted for the available funds (\$39,765) in the Fisheries Enhancement Fund

Attachments: [Motion Fisheries Enhancement](#)

[Memo](#)

[Ord 2006-38](#)

[Sitka Sound Science Center](#)

[Sitka Seafood Festival](#)

[Chinook Futures Coalition](#)

- C** [15-095](#) Discussion/Direction/Decision on the future direction of the Sitka Convention and Visitors Bureau

Attachments: [Sitka Convention and Visitors Bureau](#)

XI. NEW BUSINESS:

- D** [15-099](#) Board of Adjustment: Approve a temporary use permit for an asphalt plant filed by S&S General Contractors & Equipment Rentals, Inc. for Granite Creek Lease Lot #5. The request is to house an asphalt plant throughout the duration of the paving of Edgcumbe Drive.

Attachments: [Motion BOA](#)

[Documents BOA S&S asphalt plant](#)

[BOA Hearing Outline](#)

- E** [15-100](#) Grant preliminary approval of a proposed tidelands sale request filed by Forrest Dodson and Mary Holzman for property adjacent to 263 Katlian Street

Attachments: [Documents preliminary approval proposed tidelands sale](#)

- F** [ORD 15-35S](#) Repealing Sitka General Code Chapter 4.09 "Sales Tax" Section 4.09.100Y. "Exemption for Persons Who Have Reached the Age of Sixty-Five" and establishing section 4.09.130 "Rebate of a portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship" (first reading)
Attachments: [Motion Ord 2015-35S](#)
[Ord 2015-35S Senior Citizen Sales Tax Rebate](#)
- G** [ORD 15-38](#) Amending Sitka General Code Section 4.28.110 "Suitable and Authorized Investments for the Permanent Fund" by adding Exchange Traded Funds as an authorized investment for the Sitka Permanent Fund (first reading)
Attachments: [Motion Ord 2015-38](#)
[Memo Ord 2015-38](#)
[Ord 2015-38](#)
- H** [15-101](#) Approve the transfers of 1) \$50,000 from Project #90716 "Blue Lake Substation Maintenance" to Project #90648 "Transmission & 1220 Upgrade" Project; 2) \$57,423.83 from Project #63003 "Blue Lake Power House Improvements" to Project #90672 "Medvejie Hatchery Transformer Replacement" Project; and 3) \$85,817.63 from Project #63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems/Dual Fuel Interruptible Power" and authorize the expenditure of the funds
Attachments: [Documents Electric Department Transfers](#)
- I** [15-097](#) Discussion/Direction/Decision on the formation of a Citizens' Taskforce on City Services, Revenues and Fees
Attachments: [Citizens' Taskforce](#)

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
Municipal Clerk
Publish: June 19*



Legislation Details

File #: 15-102 **Version:** 1 **Name:**
Type: Item **Status:** AGENDA READY
File created: 6/18/2015 **In control:** City and Borough Assembly
On agenda: 6/23/2015 **Final action:**
Title: Reminders, Calendars and General Correspondence
Sponsors:
Indexes:
Code sections:
Attachments: [Reminders and Calendars](#)
[AKDOT Letter](#)

Date	Ver.	Action By	Action	Result
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REMINDERS

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>
Tuesday, June 23	Regular Meeting	6:00 PM
Tuesday, July 14	Regular Meeting	6:00 PM



Municipal Election Reminders

Monday, July 20	First day to file candidate petitions
Tuesday, July 28	Last scheduled meeting to <u>introduce</u> ordinance charter changes and ballot measures
Friday, August 7	5pm deadline for filing candidate petitions
Tuesday, August 11	Last scheduled meeting to <u>adopt</u> ordinances for charter changes and ballot measures
Tuesday, October 6	Municipal Election

Expiring Terms:

Assembly
Matthew Hunter
Michelle Putz

School Board
Cass Pook
Jennifer Robinson

Assembly Calendar

[2014](#) [Jan](#) [Feb](#) [Mar](#) [Apr](#) [May](#) [Jun](#) [Jul](#) [Aug](#) [Sep](#) [Oct](#) [Nov](#) [Dec](#) [2016](#)
June 2015

Sunday		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday	
31	May	1	Jun	2		3		4		5		6	
Hunter				7:00pm Planning		7:00pm Library Board		12:00pm - 1:30pm SEDA Board Meeting					
7		8		9		10		11		12		13	
				12:00pm Health Needs & Human Services Commission 6:00pm <u>Reg Assembly Mtg</u>		6:00pm Historic Preservation		12:00pm LEPC 12:00pm <u>Parks & Rec</u>					
14		15		16		17		18		19		20	
				12:00pm <u>Tree/Landscape</u> 7:00pm <u>Planning</u>									
21		22		23		24		25		26		27	
				Miyasato 6:00pm <u>Regular Assembly Mtg</u>		6:00pm Police and Fire Commission - Fire Hall							
28		29		30		1	Jul	2		3		4	
				1:00pm SCVB Board		7:00pm Library Board		12:00pm - 1:30pm SEDA Board Meeting					

Assembly Calendar

[2014](#)
[Jan](#)
[Feb](#)
[Mar](#)
[Apr](#)
[May](#)
[Jun](#)
[Jul](#)
[Aug](#)
[Sep](#)
[Oct](#)
[Nov](#)
[Dec](#)
[2016](#)

July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 <u>Jun</u>	29	30	1 Jul	2	3	4
		1:00pm SCVB Board	7:00pm Library Board	12:00pm - 1:30pm SEDA Board Meeting		
5	6	7	8	9	10	11
		7:00pm Planning	6:00pm Historic Preservation	12:00pm LEPC 12:00pm Parks & Rec		
12	13	14	15	16	17	18
		12:00pm Health Needs & Human Services Commission 6:00pm Reg Assembly Mtg				
19	20	21	22	23	24	25
		12:00pm Tree/Landscape 7:00pm Planning	6:00pm Police and Fire Commission - Fire Hall			
26	27	28	29	30	31	1 <u>Aug</u>
		1:00pm SCVB Board 6:00pm Regular Assembly Mtg				



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Transportation and
Public Facilities**

SOUTHCOAST REGION PLANNING

6860 Glacier Highway
PO Box 112506
Juneau, Alaska 99811-2506
Phone: (907) 465-1776
Toll free: (800) 575-4540
Fax: (907) 465-2016
TTY-TDD: (800) 770-8973
dot.state.ak.us

June 15, 2015

Mark Gorman
100 Lincoln Street
Sitka, Alaska 99835

Dear Mr. Gorman,

This will reply to your letter dated May 15th, 2015 regarding the Needs List, establishment of a Regional Transportation Planning Organization, and aviation planning.

As you are aware from our March 16, 2015 letter, Southcoast Region is updating the Needs List. The Needs List is a list of many transportation needs that have been identified by staff, community representatives, and the general public. A project must be added to the Needs List before it can be included in the Statewide Transportation Improvement Program (STIP). However, there is no priority ranking in the Needs List and a project can be added at any time, even concurrently with a STIP request, therefore there is flexibility in managing the Needs List. For this update, Southcoast Region staff chose to review the list and remove those Needs which may be completed, outdated, or redundant to allow a cleaner and shorter list to be sent out for community review. This is likely why many of the projects from the City's Resolution 2010-22 were no longer on the Needs List that was sent for review. Our Highway Planner, Marie Heidemann, has contacted you to determine which projects from the Resolution 2010-22 the City would like to have re-activated in the Needs List. She will also add the FY2016 priorities that were sent and delete the two projects that are successfully moving forward. Thanks for helping us with this update of the Needs List.

In your letter you also re-iterated your request for establishment of a Regional Transportation Planning Organization (RTPO). The decision to establish an RTPO would not be made at the regional level and would require devoted planning funds. Such funds would come from the State's transportation allocation and would reduce the amount of funds going directly to projects. The Southcoast Region currently looks to several groups that help to facilitate an open forum for seeking and provision of advice regarding transportation in the region. These groups include the Marine Transportation Advisory Board (MTAB), Southeast Conference, Prince of Wales Community Advisory Council (POWCAC), Southwest Alaska Municipal Conference (SWAMC), and the Kodiak Archipelago Rural Regional Leadership Forum. We encourage the

"Keep Alaska Moving through service and infrastructure."

City to stay involved and bring transportation needs and concerns to the appropriate groups for your area.

While this is not a decision that lies with Southcoast Region, I would like to touch on the subject and some of the complexities associated with such an action. In the lower 48, an RTPO's focus is typically on strategizing how to use funds on the established federal aid system which often connects the communities together. Therefore projects may provide a mutual benefit to all or many communities within the RTPO. In the Southcoast Region, with the exception of Prince of Wales Island, the only connecting highway between communities is the Alaska Marine Highway System (AMHS). As a result, transportation needs among communities, even for the AMHS, are often competing, rather than of mutual benefit. Furthermore, for an RTPO to effectively debate and prioritize project selection, a determined funding allocation would likely need to be established. Currently, Statewide Program Development does not set regional allocations and this has historically been beneficial to our region with lower population and total road miles. We are able to promote projects based on individual road pavement or traffic needs for the National Highway System or Alaska Highway System. For projects not on these systems (lower functional class and local roads), project nominations must go through a formal nomination process and be ranked by the Project Evaluation Board. This practice would likely continue despite the establishment of an RTPO because federal funded projects in Alaska are prioritized on a statewide basis.

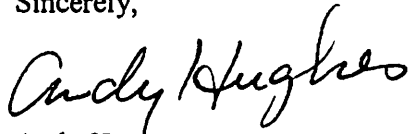
All of this said, we are concerned that you feel your communication with us is inadequate and that the City does not have a "seat at the table". We attempt to maintain positive and frequent communication with all communities within our region. To do this efficiently, we send out mass mailings for topics that affect the region at large and use personal emails and phone calls for community or project specific issues. Those project specific communications have been frequent in the past few years because of the multitude of active projects in your area. Please know that you are always welcome to call or email us with any concerns. Additionally, if the City would prefer regular scheduled teleconferences, we can set up such meetings per your desired frequency.

The city's concerns about development at Sitka Rocky Gutierrez Airport were discussed in recent meetings in your offices attended by staff from our Airport Leasing section and the Southcoast Planning section. The airport master plan, terminal area plan, airport parking, and lease lot development were covered in some detail. Additionally, Lynette Campbell, the Regional Leasing Chief provided a white paper concerning the management of parking on the airport – a subject that seems to be at the center of the city's concerns.

Unfortunately, while the City asserts the need to manage development in accordance with the airport master plan – which is always our intention – the most troublesome issue at present seems to be the potential loss of long-term parking on a trespass lot that is not part of the master plan. We have discussed a variety of solutions to the perceived parking problem that would be in accordance with the master plan, but none seem acceptable to the City. Because our mandate is to manage our airports for aviation uses, and because the currently proposed use for the lease lots in question is direct aviation, that use must take precedence over an ad hoc parking use. This is in accordance with the master plan. If the City has suggested changes to the airport master plan, we would be happy to consider them; however, the priority of aviation uses over all others, and the extremely limited amount of property available for development will continue to inform land use decisions in our planning process.

Thank you for taking the time to help us with our Needs List update and for relaying your City's transportation needs. I will follow up with a phone call to discuss the level and frequency of communication the City would like to have with Southcoast Region Planning and to schedule a meeting to discuss the Draft 2016-19 STIP which is expected to be posted for public notice within the next month.

Sincerely,

A handwritten signature in black ink that reads "Andy Hughes". The signature is written in a cursive, flowing style.

Andy Hughes
Southcoast Region Planning Chief

cc:

Rob Campbell, Southcoast Region Director

Marie Heidemann, Southcoast Region Highway Planner

Verne Skagerberg, Southcoast Region Aviation Planner

Mike Vigue, Statewide Program Development Division Director

Lynette Campbell, Southcoast Region Leasing Chief



Legislation Details

File #: 15-098 Version: 1 Name:

Type: Special Report Status: AGENDA READY

File created: 6/17/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Special Report: Marijuana legalization - timeframe and recommendations (Scott Brylinsky)

Sponsors:

Indexes:

Code sections:

Attachments: [Documents Marijuana Legalization](#)

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

100 Lincoln Street • Sitka, Alaska 99835

Memorandum

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

From: Scott Brylinsky, Temporary Planner 

Subject: Cannabis legalization – timeline and recommendations

Date: June 17, 2015

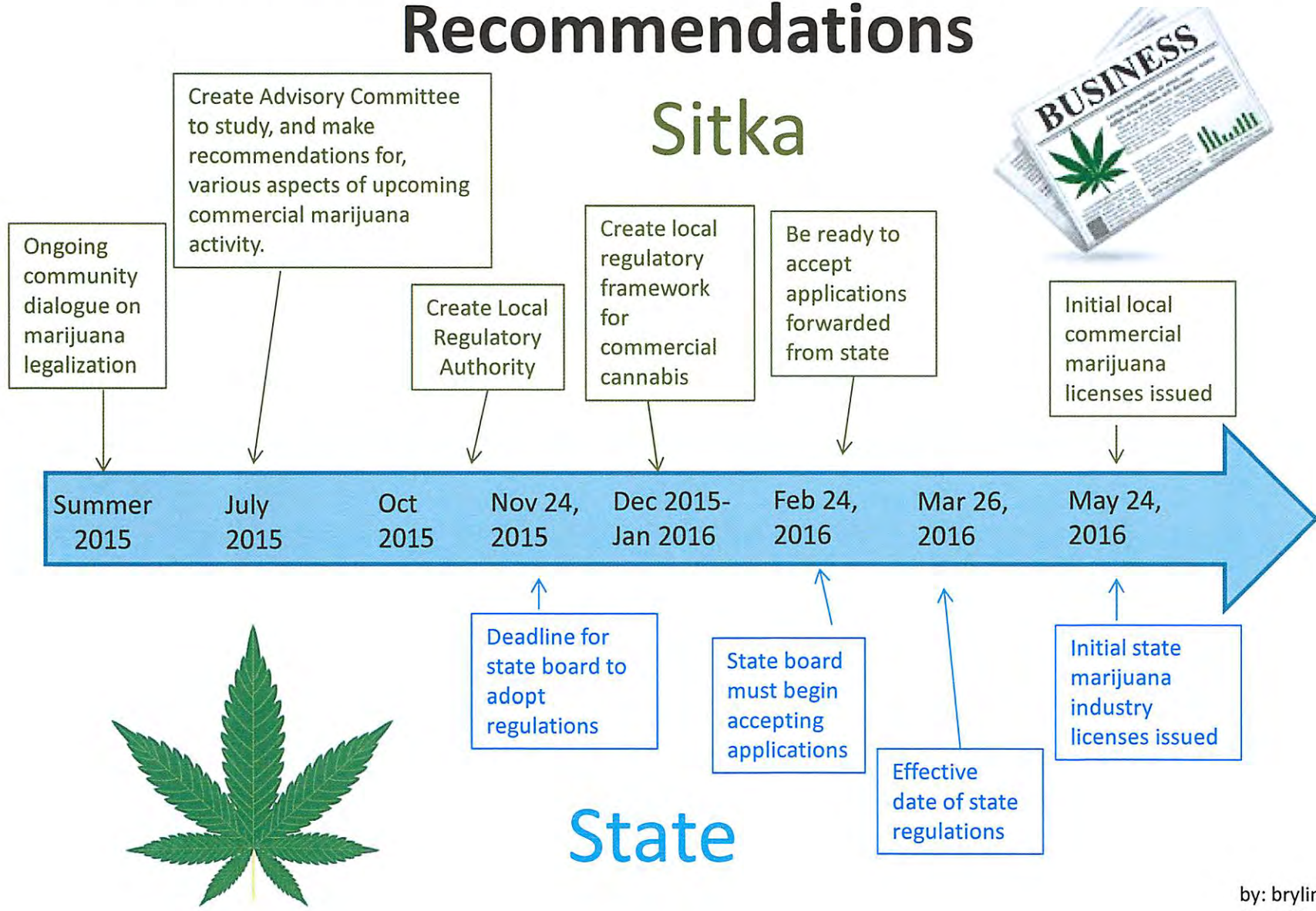
The attached graphic and 2-page summary paper provide a brief overview of key upcoming dates pertaining to cannabis legalization, along with some recommendations.

The most important recommendation for now is that an Advisory Committee be formed to study and make recommendations for policy direction for local regulation development. Several other communities have formed such committees, including Juneau, Ketchikan, and Petersburg.

The state law passed last year anticipates a local regulatory process which complements the state regulatory process. The state law does not, however, provide a prescriptive guide to what a local regulatory framework should look like. That is up to each community to decide.

The attached materials provide a general framework of what to expect in the coming months, and how the community might move forward in the evolving landscape of marijuana legalization.

Marijuana Legalization Timelines and Recommendations



Cannabis Legalization: Recommendations with suggested timeframes

by: Brylinsky
June 16, 2015

- 1. Recommendation:** Create Advisory Committee on cannabis legalization. One possible composition might be: two Assembly members, two Planning Commission members, the Police Chief, a School Board member, and three members of the public. Alternately, an Advisory Committee role could be assigned to an existing body, such as the Health Needs and Human Services Commission.
Staff support would be provided by the Legal Department and the Planning and Community Development Department, and other departments as needed.
Who: Assembly.
Purpose: Study and make recommendations for policy direction for local regulation development in areas including but not limited to, zoning, public safety, permitting and taxation, and composition of the Local Regulatory Authority.
When: July 2015.

Background: Several communities have created Advisory committees including Anchorage, Juneau, Ketchikan, and Petersburg. There are many areas to explore and discuss for policy and regulation development, such as number of licenses of each type to issue, where businesses should be permitted, buffers from schools, churches, and other businesses, etc. Working through such details is suited to a working committee format. Juneau's committee includes four Assembly members and three Planning Commissioners. Ketchikan's is two Borough Assembly members, five city Council members, and a School Board member. Petersburg's is seventeen members, and according to their Clerk includes all community members who expressed an interest.

- 2. Recommendation:** Create Local Regulatory Authority

Who: Assembly. Options include, but are not limited to:

- a. Create new commission.
- b. Planning Commission or other existing commission (Police and Fire?)
- c. Assembly
- d. Administrator

When: October 2015. Local Regulatory Authority should be in place to participate in development of regulations under next item.

Background: The state law anticipates a local regulatory process (AS 17.38.100) which complements the state regulatory process. State licenses will be issued in the areas of cultivation, testing, processing, and retail sales. A Local Regulatory Authority to review and approve license applications forwarded from the state is a necessary component of a local regulatory process.

3. **Recommendation:** Develop and adopt local regulatory framework for cannabis legalization.

Who:

- a. Planning Department – zoning code amendments
- b. Building Dept – building and fire code amendments
- c. Police Dept – update local criminal and misdemeanor laws to complement state laws, if necessary
- d. Other?

When: December 2015 to January 2016.

Background: November 24, 2015 is the date when the state ABC board must adopt regulations. Developing local regulations after that date would give opportunity for local review of the final state regulations and opportunity to assure that locally drafted regulations complement, and coordinate with, the state regulations. Could begin this step earlier if state regulations are available sooner.

4. **What:** Begin accepting applications for commercial activity, forwarded from state board.

Who: Local Regulatory Authority

When: February 24, 2016.

Background: This is the date when the state marijuana board will begin accepting applications. Should that board elect to immediately forward applications to local jurisdictions, it would be prudent to have a local review process in place.

5. **What:** Initial marijuana businesses approved to operate by state, and potentially by Sitka.

Who: “Certificates to Operate” issued by Local Regularity Authority.

When: May 24, 2016. (Consistent with state regulations.)

Schedule for State from ABC website:

<http://commerce.state.ak.us/dnn/abc/resources/MarijuanaInitiativeFAQs.aspx>

November 4, 2014 – Statewide election held. Ballot Measure 2 passes 53% to 47%.

November 24, 2014 – Vote certified by Division of Elections. Statutes will be enacted by operation of law 90 days later.

January 20, 2015 – Legislature gavels in. Multiple bills related to the marijuana industry are anticipated.

February 24, 2015 – Statutes are enacted. The nine month deadline for developing regulations begins.

April 19, 2015 – Legislature scheduled to adjourn.

November 24, 2015 – Deadline for the board to adopt regulations; if not adopted by this date, local governments have the option of establishing their own regulations. Final regulations package submitted to the Governor’s Office and Department of Law for review and approval.

February 24, 2016 – Board must start accepting applications and must act on them within 90 days of receipt of application. If the board has not adopted regulations, applications may be submitted directly to local regulatory authorities.

March 26, 2016 – Tentative effective date of regulations; effective date will be 30 days after the Lt. Governor’s Office files the approved regulations.

May 24, 2016 – Initial marijuana industry licenses expected to be awarded.



Legislation Details

File #: 15-094 Version: 1 Name:
Type: Item Status: AGENDA READY
File created: 6/3/2015 In control: City and Borough Assembly
On agenda: 6/23/2015 Final action:
Title: Approve the Health Needs and Human Services Commission goals for 2015
Sponsors:
Indexes:
Code sections:
Attachments: [Health Needs 2015 goals](#)

Date	Ver.	Action By	Action	Result
6/9/2015	1	City and Borough Assembly		

CONSENT AGENDA

POSSIBLE MOTION

**I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEM A**

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 Health Needs and Human Services Commission goals for 2015.

Note: Annual goals of the Commission are to be approved by the Assembly.

SGC 2.13.060 Powers and duties.

A. The commission will annually identify goals developed through the collection and consolidation of vital and current information on human service trends as well as public input. All goals shall be approved by the assembly prior to the commission initiating action. All findings of the commission will be made available to benefit and educate city and borough of Sitka decision-makers.

MEMORANDUM

To: Mayor McConnell and Members of the Assembly

From: Dr. Paul Bahna, Chair of the Health Needs and Human Services Commission

Subject: Health Needs and Human Services Commission 2015 Goals

Date: June 10, 2015

HNHS Commission- Goals for 2015

First goal: Wellness Coalition

As a Commission tasked by Sitka city Assembly, we recognize the importance of working together and sharing our caring and loving support to the people of this community in the area of health and wellness. Many health/ wellness aspects are being addressed by different organizations and agencies, governmental and non-governmental, for profit as well as for no-profit. We believe that through networking together, we can celebrate success stories and achievements, as well as finding out areas of need that can be better addressed and managed. The plan is to organize 1-3 public meetings this year to fulfill the purpose of the Wellness Coalition.

Second goal: Supporting MAPP

It is in tune with our first goal, and is about supporting and acknowledging the great efforts of Sitka MAPP (Mobilization for Action through Planning and Partnerships) which Sitka Health Summit is taking the lead in moving forward through its Steering Committee. They have been successful in mobilizing the community, and recently had the Community Visioning Event, presently working on four MAPP assessments: Community Strengths and Themes, Community Health Status, Public Health System Status, Forces of Change.

As a Health Commission, we not only appreciate those efforts, but also embrace them in making differences in the lives of many Sitkans.

Third goal: Public Health Policy

Make an internal and external goal as a Commission by the end of the year to find and resolve to support at least one or more public health and safety policies that could be implemented in Sitka with the goal of improving the health of our residents.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2013-23

**AN ORDINANCE OF CITY AND BOROUGH OF SITKA AMENDING SITKA
GENERAL CODE TITLE 2 ENTITLED "ADMINISTRATION" TO ESTABLISH A
HEALTH NEEDS AND HUMAN SERVICES COMMISSION AND ESTABLISH
ORGANIZATIONAL GUIDELINES FOR SUCH COMMISSION**

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

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.** The purpose of this ordinance is to add a provision in SGC Title 2 entitled "Administration" to create a local Health Needs and Human Services Commission ("HNHSC") and establish organizational guidelines for such a commission. HNHSC will serve to address the health and social service needs and concerns of the community by undertaking specified duties, including monitoring and periodically reporting on vital information and current trends in health and human services, as requested by the Assembly of the City and Borough of Sitka.

4. **ENACTMENT, NOW, THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka that SGC Chapter 2.13 entitled "Health Needs and Human Services Commission" is added to read as follows (new language underlined; deleted language stricken):

**Title 2
ADMINISTRATION**

Chapters:

2.04 City and Borough Assembly

2.08 City and Borough Departments

2.12 City and Borough of Sitka Hospital Board

2.13 Health Needs and Human Services Commission

2.14 Historic Trust Board

*** * ***

Chapter 2.13

HEALTH NEEDS AND HUMAN SERVICES COMMISSION

Chapters:

2.12.010 Health needs and human services commission.

2.12.020 Term.

2.12.030 Meetings.

2.12.040 Organization.

2.12.050 Resignation.

2.12.060 Powers and duties.

2.12.010 Health needs and human services commission.

There shall be a commission known as the health needs and human services commission which shall be composed of seven members appointed by the Assembly and, to the extent deemed advisable by the Assembly, include professionals from among the fields of health and human services including medicine, psychology, public health, social services, public safety, public administration and other related fields. A member of the Sitka Assembly will serve as a liaison for the commission. All members of the commission shall be at-large members and represent a diverse cross-section of the community.

2.12.020 Term.

The term of a member shall be three years or until a successor is appointed; except, term of the Assembly Liaison shall be for one year. The first members appointed to the commission shall, upon appointment, determine the length of the terms so that the terms of three (3) members shall be for one year and the terms of two (2) members shall be for two years, and the terms of two (2) members shall be for three years, resulting in staggered terms for members subsequently appointed. A vacancy on the commission shall be filled by appointment by the Assembly for any remainder of an unexpired term.

2.12.030 Meetings.

A. Meet a minimum of four times per year at such times that the chair or, in his or her absence, the vice-chair shall determine.

B. Give reasonable public notice of its meetings and shall comply in all respects with the Alaska Open Meetings Law.

2.12.040 Organization.

The commission shall organize itself by electing a chairman, vice chairman, and secretary, each of whom shall be elected by the members of the commission at the first meeting of the fiscal year and shall serve a term to expire upon election of officers at the first meeting of the following fiscal year.

2.12.050 Resignation.

Should an officer resign from their position prior to expiration of their term, or otherwise is unable or unwilling to perform duties as required of the office, the commission may elect an officer to serve out the remainder of that term. In addition to the above officers, the commission, by a majority vote of its members, may designate and elect or appoint such

other officers, assistant officers and agents as it deems necessary at such time, in such manner, and upon and for such terms as it shall prescribe. All officers and agents shall serve at the pleasure of the commission, whenever in its judgment the best interest of the commission will be served.

2.12.060 Powers and Duties.


A. The commission will annually identify goals developed through the collection and consolidation of vital and current information on human service trends as well as public input. All goals shall be approved by the Assembly prior to the commission initiating action. All findings of the commission will be made available to benefit and educate city and borough of Sitka decision-makers.

B. The commission will perform other activities which are necessary and proper to carry out the above duties and any other actions determined by the Assembly to be beneficial to carry out the health and human service goals necessary in the city and borough of Sitka.

C. The commission will coordinate with local entities such as the Sitka Tribe of Alaska, Sitka Community Hospital, SEARHC as well as applicable non-profits and local businesses providing health/human services to identify human service needs as well as to best streamline the collection and consolidation of vital and current information on human service needs.

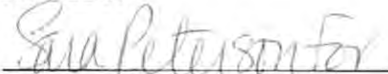
5. EFFECTIVE DATE. This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 14th day of May, 2013.



Mim McConnell, Mayor

ATTEST:



Colleen Ingman, MMC
Municipal Clerk



Legislation Details

File #: 15-093 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/3/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Consideration and award of the request for proposals submitted for the available funds (\$39,765) in the Fisheries Enhancement Fund

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Fisheries Enhancement Memo Ord 2006-38 Sitka Sound Science Center Sitka Seafood Festival Chinook Futures Coalition](#)

Date	Ver.	Action By	Action	Result
6/9/2015	1	City and Borough Assembly		

Consideration and award of the request for proposals submitted for the available funds in the Fisheries Enhancement Fund.

POSSIBLE MOTIONS

I MOVE TO award \$_____ to the Sitka Sound Science Center. (*Note: \$39,700 requested*)

I MOVE TO award \$_____ to the Sitka Seafood Festival. (*Note: \$11,500 requested*)

I MOVE TO award \$_____ to the Chinook Futures Coalition. (*Note: \$5,000 requested*)

Note: \$39,765 is available for disbursement from the Fisheries Enhancement Fund. A total of \$56,200 has been requested.



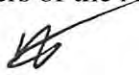
City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Memo

To: Mayor McConnell and Members of the Assembly

From: Mark Gorman, Administrator 

Date: June 3, 2015

Re: FY2015 Fisheries Enhancement Fund Proposals

The Fisheries Enhancement Fund was established by Ordinance 2006-38 and approved by voters in 2006.

The amount available for disbursement from the FY2015 budget is \$39,765. Our office received three timely proposals from:

- Sitka Sound Science Center
- Sitka Seafood Festival
- Chinook Futures Coalition

By the terms of the Ordinance all three proposals meet the requirements.

The Assembly is required by Ordinance to make a determination of the distribution of funds.

FY15 Fisheries Enhancement Grant Requests

Applicant	FY 2015 Requested	To be Used For	Amount Recommended
Sitka Sound Science Center	\$39,700.00	To continue its hatchery production and enhancement operations	
Sitka Seafood Festival	\$11,500.00	1) Shoot, produce and edit a short film on sustainable fishing in Sitka, 2) Produce a series of podcasts detailing Sitka's sustainable fisheries, 3) Cover costs of formatting and distributing final products on web-based interfaces.	
Chinook Futures Coalition	5,000.00	To continue to provide additional legal and scientific support to the State of Alaska Department of Fish and Game and the US Canada Salmon Commission Treaty Team.	
TOTAL	\$56,200.00		\$0.00

Note: \$39,765 is available for disbursement from the Fisheries Enhancement Fund

LEGAL NOTICE

Request for Proposals By the City and Borough of Sitka, Alaska Fisheries Enhancement Fund

Request for Proposals for the disbursement of the available \$39,765 in the Fisheries Enhancement Fund, established by Ordinance 2006-38 and approved by voters in the regular election held October 3, 2006, will be received at the office of the Municipal Clerk, City Hall, City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska until Friday, May 29, 2015, 2:00 pm. Proposals received after the time fixed for receipt will not be considered.

The proposal should contain the following information:

- History of the organization
- Current balance sheet
- Pro forma financial statements
- Dollars requested from funds
- Statement of what will be achieved with the funding
- Explanation of how this will enhance the fisheries within the City and Borough of Sitka

Questions may be directed to Sara Peterson, Municipal Clerk, 100 Lincoln St., Sitka, Alaska, 747-1811.

Publish: April 29, May 6, May 8, May 13, May 22, May 27

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2006-38

-AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA GENERAL CODE SECTION 4.09.010 ENTITLED "LEVY OF SALES TAX" TO IMPOSE A FLAT SALES TAX RATE TO BE PAID BY FISHING CHARTER CUSTOMERS ON THE VALUE OF PACKAGED FISH AND/OR SEAFOOD CAUGHT OR TAKEN BY FISHING CHARTER CUSTOMERS.

1. **CLASIFICATION.** 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 upon election certification.

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.** Sitka General Code Section 4.09.030, entitled "Presumption of taxability—sales price and purchase price," recognizes that "in a sale which the amount of money paid does not represent the value of the property or service purchased, the sales tax must be imposed on the value of property or service purchased." Under the current Sitka General Code sales tax provisions, the value of the packaged fish and/or seafood obtained by fish charter customers as part of a charter has not been taxed. Fish charter customers are charged the same charter fee regardless if they obtain fish and/or seafood as part of a charter, and is then packaged for the customer. The purpose of this ordinance is to impose a sales tax on the value of the packaged fish and/or seafood caught or taken and retained by fish charter customers as a result of their charter.

The proposed amendment to Sitka General Code Section 4.09.010 would impose a flat rate charge of \$10 per fish box as a reasonable sales tax levy rate for the value of the packaged fish and/or seafood of fishing charter customers. This flat rate levy and the amount of the tax takes into consideration that each fish box may contain a varied amount, type, and size of fish and/or seafood which makes it difficult to precisely calculate its value. Additionally, since the fish and/or seafood has been caught and/or taken by the charter customer, the value of the packaged fish and/or seafood cannot be directly correlated with retail sales prices of fish and/or seafood. Thus, the City and Borough of Sitka, Alaska finds that the flat rate charge of \$10 per fish box is a reasonable sales tax rate.

Additionally, the sales tax collected from this levy on fish boxes shall be deposited by the finance director in the following funds and in the following rations:

- a. 20% in the harbor fund;
- b. 30% in the Sitka Permanent Fund;
- c. 20% in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the Assembly; and
- d. 30% in the general fund.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED By the City and Borough of Sitka that Sitka General Code Section 4.09.010, entitled "Levy of Sales Tax," is amended by adding a new subsection to read as follows (new language underlined, deleted language stricken):

4.09.010 Levy of sales tax.


- A. There is levied a consumer's sales tax on sales, rents, and leases made in the City and Borough of Sitka. This tax applies to sales, rentals, and leases of tangible personal property; sales of services sold within the City and Borough of Sitka; sales of services performed wholly or partially within the City and Borough of Sitka when the provisions of such services originates or terminates within the City and Borough of Sitka; and rentals and leases of real property located with the City and Borough of Sitka. Notwithstanding any provision of law, air or sea charter services, provided a person or entity in the business of providing such charter services, are exempt from sales tax by the City and Borough of Sitka if the charter does not commence and end within the City and Borough of Sitka.
- B. The rate of levy of the sales tax levied under subsection A of this section is five percent on sales made during the months of October, November, December, January, February, and March. Effective April 1, 2004, the rate of levy of the sales tax levied under subsection A of this section is six percent on sales made during the months of April, May, June, July, August, and September. The rate of levy of the sales tax shall become five percent all year around three days after the Administrator certifies in writing to the Assembly that either (a) any and all bonds issued pursuant to the ratification by the voters on March 18, 2003, of propositions set out in Ordinances Nos. 02-1707 and 02-1712 are entirely paid off or (b) the seasonal sales tax increase of one percentage point on sales made during the months of April, May, June, July, August, and September described in the previous sentence has generated (or-based on historical projections-will generate in the next succeeding quarter) sufficient revenues to pay off any and all bonds issued pursuant to the ratification by the voters on march 18, 2003, of propositions set out in Ordinances Nos. 02-1707 and 02-1712, whether or not such bonds have been paid off.

- C. A flat rate of \$10 per fish box shall be levied on the packaged fish and/or seafood caught or taken and retained by fish charter customers as part of the fish charter. This tax shall be paid by the fish charter customer,
- D. collected by whoever packages the fish and/or seafood caught or taken by the fish charter customer, and is in addition to any sales tax paid based on the cost of the charter. This tax is effective January 1, 2007. For purposes of this subsection, a fish box means any packaging by a fish charter operator or processor, of fish and/or seafood caught or taken as part of the charter by a fish charter customer. The sales tax collected from this levy on fish boxes shall be deposited by the finance director in the following funds in the following ratios:
1. 20% in the harbor fund;
 2. 30% in the Sitka Permanent Fund;
 3. 20% in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the Assembly; and
 4. 30% in the general fund.
- E. Except as provided in subsection C above, all moneys accumulated under the terms of this chapter shall be deposited by the Finance Director in the general fund of the City and Borough of Sitka and shall be used for the general operating expenses of the City and Borough of Sitka in such a proportion as deemed advisable from time to time by the Assembly.

5. **EFFECTIVE DATE.** This ordinance shall become effective immediately on certification of the election results that show a majority of qualified voters approved the enactment.

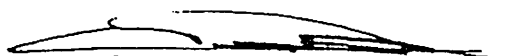
PASSED BY A MAJORITY VOTE OF THE ELECTORATE AT A REGULAR MUNICIPAL ELECTION HELD OCTOBER 3, 2006.

Results: YES = 2,011
NO = 1,000



Marko Dapcevich, Mayor

ATTEST:


Colleen Pellett, MMC
Municipal Clerk

Application City and Borough of Sitka Fisheries Enhancement Fund

Sitka Sound Science Center

2015

The Sitka Sound Science Center's respectfully requests the City and Borough of Sitka consider providing the Sheldon Jackson Salmon Hatchery \$39,700 from the Fisheries Enhancement Fund. The SJ salmon hatchery is one of the oldest salmon production facilities in the State of Alaska. Our facility is permitted for 12 million chums, 3 million pink and 250,000 Coho eggs. The Sitka Sound Science Center produces these fish for the commercial, sport and subsistence harvest in Sitka Sound and Deep Inlet. We have a strong partnership with the Northern Southeast Regional Aquaculture, for whom we provide 9 million chum eggs which has returned \$4.3 million total value to the fishing fleets of Sitka in the past five years.

History of the Organization: Sitka Sound Science Center

The Sitka Sound Science Center is a non-profit 501c3 organization formed in 2007. The Sitka Sound Science Center is dedicated to increasing understanding and awareness of terrestrial and aquatic ecosystems of Alaska through education and research. Our vision is to build on Sitka's legacy and potential as an educational and scientific community. We have 14 year round staff members and 14 additional summer employees. We own the 1929-era Sage building that at one time housed the Sheldon Jackson college science classrooms and laboratories. Today we operate the Molly O. Ahlgren Aquarium and the Sheldon Jackson Salmon Hatchery. Our hatchery contributes to the Sitka Sound common property fishery, the Deep Inlet chum fishery and towards training people in the UAS Fisheries Technology Training Program. These students are the future of salmon enhancement and fisheries management. For example this year, Richard Shafran, a 2015 graduate of the UAS Fisheries Technology Program, and recipient of the UAS Sitka Outstanding Student Award was an intern at our hatchery throughout his time at UAS, and has now been offered a full time job in the aquaculture industry.

The Sheldon Jackson Salmon Hatchery was one the first hatcheries permitted in the State of Alaska. The hatchery was a production facility and a training location where students learned fisheries biology, natural resource management and fisheries enhancement techniques. Graduates from the fisheries program at Sheldon Jackson College from 1975 to 2007 are now professionals and leaders in fisheries enhancement, management and policy around the State of Alaska. When the Science Center took over operation of the hatchery in 2007, our board remained committed to contributing to the common property fishery and continuation of the unique training program our location and facility affords.

Our programs:

Our hatchery facility

What's new? We recently completed a \$1.3 million exterior renovation to the Sage Building that houses the Science Center. With funds from the Rasmuson Foundation, DIPAC, the Ahlgren Family Fund, a loan from the State of Alaska Revolving Loan Fund for Fisheries Enhancement, and private donations we replaced the windows, the roof and repaired the concrete exterior. These renovations raise the profile of our facility considerably in the community, and help improve the efficiency of the hatchery. Also this year we completed an upgrade to our freshwater intake system and upgrade electrical service to the building. This year we continued our strong partnerships with the University of Alaska Fish Tech program, NSRAA, Mt. Edgecumbe High School and the Alaska Longline Fishermen's Association and we built new partnerships with the Aleutian Pribilof Island Community Development Association, U.S. Coast Guard Academy, Moat Marine Laboratory, University of California and University of Washington. We now provide logistics support for Little Port Walter, the NOAA research facility on the east side of Baranof Island, laboratory space for the U.S. Forest Service and the U.S. Geologic Survey.

Enhancement

Sitka Sound Science Center is part of the almost \$1 billion aquaculture industry in Alaska. Southeast Alaska hatcheries contribute millions of pounds of fish to commercial, charter, sport, personal use and subsistence fisheries, resulting in the injection of millions of dollars into the Sitka economy. The McDowell study (May 2010) demonstrates how important hatcheries are to our community and regional economy. The SJ hatchery facility is permitted by the State for 12 million Chums, 3 million Pinks, and 250,000 Coho that return to Crescent Bay, providing important local sport, commercial and charter fishing opportunities near town. Our nonprofit organization provides 9 million chum eggs for the Deep Inlet remote release site. **The value of the SSSC's S.J. Hatchery contribution over the last seven years is estimated at \$5.4 million in total value. Over \$3.7 million of that value has gone to the common property fishery.** Because of our location our returning fish are easily accessible to recreational fishermen as well as commercial fishermen, including land based sport fishing. In addition, our organization is training people to work in fisheries enhancement. We have a formal Memorandum of Understanding with the University of Alaska Southeast to provide hands on training to people in the University of Alaska Fisheries Technology Program. We are the only working hatchery in the State of Alaska, and in most of the Pacific Northwest, to have such a training facility.

The Science Center coordinates and conducts scientific research related to enhancement. We are entering our third year working with the Prince William Sound Science Center on a multi-million State of Alaska project to investigate hatchery and wild salmon interactions.

We continue to conduct controlled research experiments for the hatchery feed company Skretting in which we are testing alternative fish food ingredients. Currently we are doing research in

partnership with University of Alaska Southeast, University of Alaska Fairbanks School of Fisheries, NSRAA and SeaGrant on humpback whales feeding on hatchery released smolt and fry. This is a growing problem for the common property fishery and hatcheries who are seeing enhanced salmon production literally swallowed up by marine mammals.

We conduct longline fishery research, funded by NOAA, and in partnership with Scripps Institution of Oceanography, the University of Alaska Southeast, the Central Bering Sea Fishermen's Cooperative, and the Alaska Longline Fishermen's Association. We are working with the National Marine Fisheries Service on an ocean acidification study and we are funded by NOAA and the Department of Environmental Conservation to conduct monitoring and clean-up of marine debris on the beaches around Sitka. We also conduct a number of projects for the National Oceanic and Atmospheric Administration (NOAA) including a RNA/DNA of black cod and outreach for the \$18 million Gulf of Alaska Integrated Ecosystem Research (GOAIERP) project that is investigating fish recruitment of commercially important species.

The Sitka Sound Science Center has an important partnership with the University of Alaska Fisheries Technology Training Program to train students in aquaculture, fisheries and marine biology at our facility. This year UAS moved this program from Ketchikan to Sitka in part because of our strong partnership. We provide aquaculture instruction to a number of colleges and universities outside of Sitka that bring students to Sitka for field courses and research in marine-related sciences. These colleges include: Stanford University, University of San Francisco; Duke University, Knox College, and University of Alaska Fairbanks School of Fisheries.

Community Support

Sitka Sound Science Center has a wide breadth of community support as represented by our donation and in-kind support from fish processors such as Silver Bay Seafoods, Seafood Producers Cooperative and Sitka Sound Seafoods; private foundations including the Sitka Permanent Charitable Trust, the Boat Company, Rasmuson Foundation, and a breadth of individual donations. We are also supported by Douglas Island Pink and Chum (DIPAC) and the Northern Southeast Regional Aquaculture Association (NSRAA). Our Board of Directors represents a cross section of Sitka. Our board members are: Trish White (vice chair, owner, White's Pharmacy); Heather Woody (treasurer, Southeast Regional Health Consortium); Kitty LaBounty (secretary, UAS); Justin Penny (Wells Fargo), Linda Waller (chair, Sitka Sound Seafoods); Nancy LeClerc-Davidson (retired); Rob Allen (Sitka Community Hospital administrator), and Steve Clayton (building contractor).

Dollars Requested: Sitka Sound Science Center respectfully requests the balance of the fisheries enhancement fund \$39,700.

Statement of what will be achieved with the funding: Fisheries Enhancement funding will enable Sitka Sound Science Center to continue building its hatchery production and enhancement

operations. The monies from the Fisheries Enhancement Fund will go directly into supporting hatchery operations and funding our hatchery technician. This position is responsible for feeding fish, tagging fish, water quality monitoring and other essential hatchery tasks that support strong, healthy fish releases.

Explanation of how this will enhance the fisheries within the City and Borough of Sitka: Sitka Sound Science Center provides fisheries enhancement in many ways. We directly contribute to salmon fishing opportunities for all users in Sitka by:

- Enhance the quantity of fish stocks returning to Sitka Sound by releasing 250,000 Coho, 3 million Chum and 3 million Pink salmon that return to Crescent Bay.
- Enhance and contribute to the Deep Inlet terminal fishery in partnership with NSRAA to release 9 million Chum salmon.

Additionally we ensure fisheries enhancement into the future by:

- Train adults and students to become competent aquaculture technicians for work at NSRAA or other hatcheries/salmon enhancement projects through on-the-job training and UAS Fisheries Technology class laboratories.
- Introduce K-12 students to fisheries enhancement, science and other marine related disciplines as options for their future careers by providing hands-on laboratories and supporting science curriculum at all Sitka Schools.
- Educate visitors about hatcheries and how salmon enhancement works in conjunction with wild salmon management and conservation in Southeast Alaska
- Educate visitors and residents about the important role of commercial, sport and subsistence fishing to Sitka's economy, lifestyle and culture.
- Provide internship opportunities for college students studying science and to work in science education and hatchery operations during the summer.
- Provide summer employment opportunities for Sitka High School students to work in science education and hatchery operations.

ATTACHED:

Letters of Support from NSRAA and Silver Bay Seafoods

Hatchery Pro Forma

2014 SSSC Balance Sheet

SJ Hatchery Proforma

<i>PROJECTED FINANCIAL STATUS</i>	<i>RETURN YEAR</i>				
	2014	2015	2016	2017	2018
<i>FISCAL YEAR</i>	2014	2015	2016	2017	2018
INCOME:					
PINK GROSS REVENUES	\$ 32,814		\$ 64,882	\$ 65,097	\$ 66,725
CHUM GROSS REVENUES	\$ 3,014	\$ 10,644	\$ 6,952	\$ 16,882	\$ 46,706
COHO GROSS REVENUES	\$827	\$0	\$4,050	\$25,522	\$26,161
CHINOOK GROSS REVENUES	\$0	\$0	\$0	\$0	\$0
Grants	\$33,900	\$39,700	\$35,000	\$35,000	\$35,000
Loans	\$0	\$0	\$0	\$0	\$0
Education & Research (NOAA, ADF&G, etc)	\$0	\$20,000	\$25,000	\$25,000	\$25,000
NSRAA agreement	\$130,000	\$160,400	\$167,272	\$172,290	\$177,459
TOTAL REVENUE	\$ 200,555	\$ 230,744	\$ 303,156	\$ 339,792	\$ 377,050
EXPENSES:					
OPERATING	\$260,864	\$267,386	\$274,070	\$280,922	\$287,945
– FISH FOOD	\$41,000	\$42,025	\$43,076	\$44,153	\$45,256
CAPTIAL IMPROVEMENTS	\$0	\$26,837	\$0	\$0	\$10,000
LOAN PAYMENT					
TOTAL EXPENSES	\$301,864	\$336,248	\$317,146	\$325,075	\$343,201
NET INCOME	(\$101,309)	(\$105,504)	(\$13,990)	\$14,718	\$33,849

Sitka Sound Science Center
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	906,181.47
Accounts Receivable	148,905.44
Other Current Assets	8,638.62
Total Current Assets	<u>1,063,725.53</u>
Fixed Assets	
15000 · Sage Building	1,283,946.59
15001 · Lincoln Street Land	377,000.00
15500 · Equipment Capitalized	129,344.58
15555 · Accumulated Depreciation	-20,674.00
Total Fixed Assets	<u>1,769,617.17</u>
TOTAL ASSETS	<u><u>2,833,342.70</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	97,136.14
Long Term Liabilities	635,109.67
Total Liabilities	<u>732,245.81</u>
Equity	
32000 · Retained Earnings	1,178,576.35
Net Income	922,520.54
Total Equity	<u>2,101,096.89</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,833,342.70</u></u>

NORTHERN



SOUTHEAST REGIONAL AQUACULTURE ASSOCIATION, INC.

(907) 747-6850
FAX (907) 747-1470
steve_reifenstuhl@nsraa.org

1308 Sawmill Creek Road Sitka, Alaska 99835

May 14, 2015

RE: Support for Sitka Sound Science Center 2015 Fish Box Tax Request

Dear Mayor McConnell & Sitka Assembly,

The Sitka Sound Science Center through its operation of the Sheldon Jackson Hatchery fully meets the criteria for receiving the 2014 Fish Box Tax funds in the category for salmon enhancement. SSSC conducts and is committed to salmon enhancement programs that benefit common property fisheries in Sitka. No other entity in Sitka, applying for the funds, fulfills that mission. In addition, SSSC provides several functions that support enhancement programs in important and fundamental ways, including educating students from kindergarten to college in science, aquaculture research, and providing student/employee salmon hatchery training.

Commercial fishermen have benefited directly from the 12 million chum eggs (increased from 10 million in 2013) associated with the Sheldon Jackson Hatchery permit. If it were not for SSSC operating the hatchery there would be 200,000 fewer adult chum salmon to catch in Sitka Sound each year. The total value of the SJ hatchery chum caught in Deep Inlet by the commercial fleet from 2006 to 2014 is \$4,300,000. These dollars flow through Sitka's economy.

NSRAA is a private non-profit fisheries enhancement organization based in Sitka. We have several large salmon production facilities that benefit commercial, sport, subsistence, and personal use fishermen in the region. The NSRAA board is comprised of 15 commercial fishermen representing the three salmon gear groups, one crew seat, and 9 non-commercial seats including subsistence, conservation, municipality, Native organization, and sport fishermen. NSRAA has a strong partnership with Sitka Sound Science Center that began at its inception. NSRAA believes SSSC is ideally suited for receipt of the fish box tax, and wholly deserves the funds.

The SJ hatchery was one of the very first permitted enhancement facilities in the State of Alaska. It has been producing salmon for common property fisheries in Sitka Sound since 1975. Importantly, SSSC has improved the hatchery infrastructure, staff, and programs. Fishermen depend on SSSC's 12 million permitted chum eggs which provide a meaningful common property contribution.

Please support this important enhancement operation in Sitka.

Sincerely,

A handwritten signature in blue ink that reads "Steve Reifenstuhl". The signature is written in a cursive, flowing style.

Steve Reifenstuhl, General Manager
Northern Southeast Regional Aquaculture Association



208 Lake St. Suite 2E Sitka, Alaska 99835

Phone: 907.966.3110 Fax: 907.966.3115

Sitka ♦ Craig ♦ Valdez ♦ Naknek ♦ Metlakatla

May 14, 2015

Mayor Mim McConnell and
Members of the Assembly
City and Borough of Sitka
100 Lincoln St.
Sitka, AK 99835

Dear Mayor McConnell and Members of the Assembly,

On behalf of Silver Bay Seafoods, I join the Sitka community in strongly endorsing the Sitka Sound Science Center (SSSC) to receive the fish box tax money from the City of Sitka. Silver Bay Seafoods believes in the work of the Science Center – both in its mission of scientific research and science education and as a salmon production facility.

Silver Bay has a long-term contract with the Science Center for cost recovery and fish processing. We are supportive of the contributions that the Science Center makes to the common property fishery in Sitka Sound, enhancing commercial, sport and subsistence fishing. While SSSC is not a large production facility, it has a long and important history in Sitka and in Alaska. It was one of the original hatcheries permitted by the State of Alaska in 1972 (it holds permit number 3 issued by the State) and holds a long and important legacy of salmon enhancement for the State of Alaska.

We are grateful that the hatchery was stabilized by Sitka Sound Science Center after Sheldon Jackson College shut down in 2007. As a non-profit, SSSC has done a good job in diversifying its revenue sources. The developing non-profit is showing great promise for helping our local economy in a number of ways and we believe it well deserves to receive the City and Borough of Sitka Fish Box tax money this year.

Thank you for your support.

Sincerely,

Richard A. Riggs, CEO

Application City and Borough of Sitka Fisheries

Enhancement Fund Applicant: Sitka Seafood Festival

History of the Organization: Sitka Seafood Festival

The Sitka Seafood Festival is a non-profit 501c3 organization, which has been hosting an annual festival focused on the celebration of high quality, sustainably managed seafood since 2010. Sitka and its surrounding areas are steeped in natural resources and culture consistent with a rich fishing history. Our group of founding volunteers felt that we had a great opportunity to celebrate these resources through the sharing of this food and culture. In 2012 attained our non-profit status after several years of sweat from volunteers and generous donations to get the event established.

The Sitka Seafood Festival is a weekend long community festival to celebrate, and raise awareness for, our sustainable seafood industry. The festival aims to highlight Sitka's seafood through a culinary medium. Our festival includes cooking demos, cooking classes, guest speakers, tours of seafood processing plants, round table discussions with representatives of the fishing and culinary industries, games for children and adults alike including Highland Games. We also give a paid culinary internship to a student of the culinary arts to work with our five chefs to prepare a seafood gala for the community. Attendees to the gala and outdoor festival come from all over Alaska and beyond. Now in our 6th year, we witnessed participation of approximately 2,500 people in 2014.

While our outdoor festival is a ton of fun, it's more than just a big party with exquisite food. Our sustainable seafood industry is a vital part of our economy in southeast Alaska and an important part of the world's food supply. Scientists, conservationists, fishermen, chefs, food merchants all come together at the Sitka Seafood Festival to help us educate and preserve our sustainable food resource. In this partnership with sustainable seafood purveyors, scientists, and media personnel we hope to further enhance the fishery and continue to expand upon the scope of the Seafood Festival in promoting Sitka's seafood.

Dollars Requested: The Sitka Seafood Festival respectfully requests a total of \$11,500 from the total of the fisheries enhancement fund. Sitka Salmon Shares Inc and the Sitka Seafood Festival will both be providing in-kind match for this project in the form of significant staff resources that will go into guiding the media production process, providing travel and housing for the media production personnel, and promoting and sharing the final product.

What will be achieved with the funding:

- \$7,000 of the funding will be used to shoot, produce and edit a short film on sustainable fishing in Sitka, AK similar to this one entitled, Sustainable Catch

(<https://vimeo.com/111591662>). This film will be hosted on the web by the Sitka Seafood festival and will be shared broadly with members of the Sitka Seafood community. A short film with more detail on the festival and the culture surrounding it will also be produced and distributed. The main purpose of this film will be to advertise and promote the seafood festival in the future. Promotion of the festival will bring interested stakeholders to Sitka to engage in fisheries celebration and promotion.

- \$4,000 will be used to produce a series of podcasts detailing Sitka's sustainable fisheries, and the science and culture behind it. These podcasts will be used internally by the Seafood festival and will also be shared more broadly with the sustainably seafood community. They will be pitched to NPR and other media sources in order to drive earned media for Sitka's rich seafood culture. Podcasts are a highly popular new media and allow stakeholders to interact with the media source when they are away from a computer screen.
- \$1500 will be used to cover the costs of formatting and distribution of final products on web-based interfaces.

Explanation of how this will enhance the fisheries within the City and Borough of Sitka:

Fisheries Enhancement funding will enable the Sitka Seafood Festival to expand its work in educating seafood consumers on the importance of seafood sourcing. This work will allow us to show consumers and seafood stakeholders the amazing products that are coming out of Sitka, AK and the amazing people who are a part of creating that product. This work will help to establish Sitka's fisheries as a source of premier, high-quality, seafood in the same way that Cooper River has been successful in branding their area of origin product.

Branding Sitka's seafood as a premier product will ensure that fishermen get a more equitable price for their product. When fishermen are getting paid an equitable price for careful management of the fisheries resource, the ecology, economy, and community are all enhanced.

We have put together a team of highly qualified professionals to produce high quality media products to adequately reflect the quality of the seafood being produced. The curriculum vitae for podcast producer, Chris Bocast is included in this application. Biography for videographer, JD Schuyler can be accessed on his website, <http://www.jdschuyler.com/>.

Chris Bocast

608-609-5614 / chris@divergentarts.com

Chris Bocast recently earned an interdisciplinary Ph.D. in Environment and Resources at the Nelson Institute for Environmental Studies. His portfolio focused on the intersection of sound and the environment, and included bioacoustic analysis, environmental philosophy, media production, and live performance. He combines a solid academic background in environmental studies with a lifetime of experience in professional music and audio; these provide the foundation for his rigorous and innovative studies of sound environments, as well as his enthusiastic and engaging presentation style. In January 2012, he received an Emerging Interfaces Award from the Wisconsin Institute of Discovery for his work in new media. In January 2014, he attended the NSF-sponsored Summit on the Future of Undergraduate Geoscience Education at UT-Austin, Texas. He participated in the NSF-funded Global Sustainable Soundscapes Network workshop held in Wells, Maine, in July, 2014. Chris shared his bioacoustic research involving lake sturgeon spawning sounds at the American Fisheries Society international conference in Quebec this past August. In conjunction with private partners and the state of Alaska, Chris will be producing a new series of podcasts on sustainable fisheries this summer.

Education

Doctor of Philosophy - Environment and Resources. Subject areas: Environmental Studies; Acoustics; Music
University of Wisconsin - Madison, August 24, 2014

Thesis: *Interdisciplinary Adventures in Perceptual Ecology* Advisor: Dr. Michael M. Bell, Professor of Environmental Sociology, Director of the University of Wisconsin-Madison's Center for Integrated Agricultural Systems

Master of Arts - American Studies, Environmental History emphasis
University of Texas at Austin, 2005

Thesis: *The Curious Story of Camels in America*

Advisor: Dr. William H. Goetzmann, Pulitzer Prize-winning author of *Exploration and Empire: the Explorer and the Scientist in the Winning of the American West*

Bachelor of Arts - Humanities, Cross-Cultural Arts Emphasis

San Francisco State University, 1999

Thesis: *Becoming Berlin (the Golden Twenties in Weimar Germany)*

Humanities Faculty Honoree 1999, Wendell Otey Writing Scholarship for Music History 1997

Teaching Experience

2015	Guest Lecturer	University of Wisconsin – Madison, Madison, WI Topic: Introduction to Sensory Ecology
2012-2014	Senior Lecturer	University of Wisconsin - Rock County Janesville, WI Courses: Human Impacts on the Environment (GEO 130) Fall 2012 , 2013, 2014 Disasters: Living on the Edge (GEO 170) Spring 2013, Spring 2015
2013-2014	Lecturer	University of Wisconsin - Platteville Platteville, WI Courses: World and Regional Geography (GEO 1330) Fall 2013/Sp, Fall 2014/Sp 2015 Planet Earth (GEO 1040) Fall 2014
2011	Instructor	University of Wisconsin – Design Lab Madison, WI Course: Sound Design Workshop for the Digital Humanities Initiative Developed sound design conceptual training for graduate students
2009	Teaching Assistant	University of Wisconsin - SLIS Madison, WI Courses: The Information Society (LIS 201 /Comm B) – two sections
2008-2009	Instructor	Lakeland College Madison, WI Courses: Environment and Consumption (GEN 443) Science, Non-Science, and Pseudoscience (GEN 355) Ethics (PHI 232) – three sections Music History and Appreciation (MUS 120) – two sections
2007-2008	Instructor	Pikes Peak Community College Colorado Springs, CO Courses: Early Civilizations (HUM 121) – seven sections Medieval Cultures to Modern (HUM 122) – two sections
2007-2008	Instructor	Colorado Technical University Colorado Springs, CO Courses: Art and Music Appreciation (HUM 200) – six sections World Cultures and Values (HIST 250) World History since 1500 (HIST 150) – three sections

Technical Skills

Consummate media professional; expert and fast audio producer/sound designer/recording engineer; owns and operates Pro Tools recording system and portable Studio One 2 recording system; owns and operates Wildlife Acoustics field recorder with hydrophone for underwater acoustics research; trained in Raven spectrographic frequency analysis; can handle and produce talent for media projects efficiently while being supportive, finishes projects on time and on budget (has produced several audiobooks, podcasts, and albums from initial idea to final master for various platforms, purposes, and genres); can direct or train personnel; stand-out lecture/presentation skills; MAX programming; audio restoration and spectral repair (Izotope 2); video editing, especially in conjunction with soundtrack work; graphics editing and design; live camera/video/lighting skills; interactive educational software; professional writing, editing, and proofing; GIS skills (ESRI)

Technical Work Experience

Chris has a rich background in media production and stays current with the latest developments in digital audio; this knowledge has proven very useful in the practical implementation of meaningful environmental humanities content.

2010-present	Audio Producer	UW Sea Grant Institute	Madison, WI	Responsible for producing general audience podcasts on science for UW Sea Grant, UW iTunes U, PRX Produced major audiobook project in conjunction with the Wisconsin Historical Society Press Research, write, and narrate scripts; research, compose, record, and perform incidental music Record, edit, mix, master, publish, and promote productions in appropriate outlets
2009	Verifier	United States Census	Madison, WI	Verified listed addresses through ground truth Marked GPS locations using proprietary US Census technology Was recruited for management but chose graduate school (!)
2005-2007	Audio Producer/Music Director	Sagebrush Productions	Florissant, CO	Complete responsibility for professional pop music album Rehearsed, arranged, recorded, edited, mixed and mastered product Auditioned, scheduled, and managed talent Composed, scored, and performed necessary music (guitar, slide, keyboards, bass)
2001-2005	Lead Audio Technician	UT Performing Arts Center	Austin, TX	Responsible for all University of Texas Jazz productions Led and assisted in all types of university productions, from small speeches and academic conferences to full Broadway shows Specialized in live sound design for Bustamente-Sharir modern dance troupe
1993-2001	Lead Audio-Video Technician	McCune A/V/V	San Francisco, CA	Crew leader for all manner of audio-visual presentation Worked in every imaginable professional environment, from corporate conferences, hotels, and churches to the Chinese New Year Parade Handled audio recording and restoration projects
1989-1992	Database Manager/Technical Writer	Opcode, Inc.	Menlo Park, CA	Managed database/ mailing lists/ customer support for music software company Wrote for newsletter and press pieces; worked trade shows

Chris enjoys writing. One section of Chris' dissertation portfolio has already been published by *Organised Sound*. Chris' recent discovery of infrasonic sound and other signals produced by spawning sturgeon, the centerpiece of his dissertation research, has already received a surprising amount of media attention. Sturgeon researchers from across the world have been eagerly anticipating the publication of this data. Chris can write broadly and comfortably on a host of subjects as they pertain to environment issues, soundscape conservation, and natural resources.

Publications: "Examining the Place of Music in Western Eco-cosmology, with Considerations for Electro-acoustic Practice"
Published in the December 2012 issue of *Organised Sound*, Cambridge University Press

"Sound production of spawning lake sturgeon (*Acipenser fulvescens*) in the Lake Winnebago watershed, Wisconsin"
Published in the December 2014, *Journal of Applied Ichthyology*, Wiley Publications

The emerging scholarly genre of podcasts exemplifies the outreach possible with new media. These series represent a vast amount of work and provide an ongoing resource for outreach professionals. Available world-wide through Apple's iTunes U, Chris has produced six multiple episode podcast series for the Wisconsin Institute of Discovery, the University of Wisconsin Water Resources Institute, and the University of Wisconsin-Madison Sea Grant Institute.

Podcast series: *Aquifers and Watersheds: Understanding Our Water Resources* – UW-Madison's iTunes U (2014)
Sea Grant and Lake Michigan: Waters in Transition – UW-Madison's iTunes U (2013)
Sea Grant and Lake Superior: Sustaining the Freshwater Sea – UW-Madison's iTunes U (2013)
WID: the Challenge of Transdisciplinary Science – UW-Madison's iTunes U (2012)
Aquaculture and You – UW-Madison's iTunes U (2012)
Water, Wisconsin, and the Mercury Cycle – UW-Madison's iTunes U (2010)

Chris has been producing narrative audio for many years, and has his own audio production company, Divergent Arts Ltd. His collection, *Emerson on Nature*, has been favorably reviewed in the top trade magazine, *Audiophile*. As part of his Ph.D. portfolio, he produced *People of the Sturgeon*, (Wisconsin Historical Society Press) is a tour-de-force in sound design, which won the National Indie Award for Excellence in the Audiobooks category in 2012. As a Divergent Arts producer, Chris consults on bioacoustic and soundscape studies, does audio restoration, and delivers customized recording projects.

Audiobooks: *Creating Dairyland* – Ed Janus (WHSP - 2012)
People of the Sturgeon – Schmidt, Bruch, Binkowski (WHSP - 2012)
Emerson on Nature - Ralph Waldo Emerson, Chris Bocast ed. (2010)
Essential Emerson - Ralph Waldo Emerson, Chris Bocast ed. (2009)
Captain Stormfield's Visit to Heaven - Mark Twain (2007)
The Diaries of Adam and Eve - Mark Twain (2007)
Practical Mysticism - Evelyn Underhill (2007)
Great American Sermons – Edwards, Parker, Moody, et al.; Chris Bocast ed. (2006)
The Mysterious Stranger - Mark Twain (2006)

The soundmark series Chris produces for Wisconsin Public Radio is representative of communication strategies that can successfully convey knowledge gained in serious environmental study to today's audiences. Chris works closely with Anne Strainchamps, best known for her NPR series *To the Best of Our Knowledge*, when producing episodes for Wisconsin Life. He has also contributed music on several occasions to the NPR show, including a re-interpretation of their title theme. WPR pieces can be heard at: <http://wilife.tumblr.com>.

Radio series: *Sturgeon Thunder* – Wisconsin Public Radio (2012)
Soundmark: the UW Steam Whistle – Wisconsin Public Radio (2011)
Soundscape of Craft Brewing – Wisconsin Public Radio (2011)
Soundmark: the Call of the Sandhill Crane – Wisconsin Public Radio (2010)

Chris documented the first comprehensive scientific recordings of sturgeon spawning, including drumming sounds concentrated in the infrasonic range. The recordings are searchable through Proquest since the deposit of the dissertation research. Chris has also assisted the Wilbarger Lab at the UW School of Kinesiology, designing sounds for neuroscientific investigations and calibrating laboratory sound equipment. Chris received a grant from the Wisconsin Department of Natural Resources to do definitive fieldwork on sturgeon bioacoustics, working closely with a team of DNR biologists, and has discovered more intriguing sound production behaviors of sturgeon. Chris presented the final results of their research to the Seventh International Symposium on Sturgeon this July, and received an award for "Liveliest Presentation" due to audience engagement and audio-visual integration.

Scientific recordings: Sturgeon spawning – *Interdisciplinary Adventures in Perceptual Ecology* (Proquest)

One off-shoot from the publicity surrounding his sturgeon research is that Chris has been asked to appear on national television as an underwater field recording expert. In this show for the National Geographic International Channel, Chris used his skills in bioacoustics to debunk bogus claims made regarding sounds attributed to the Lake Champlain monster. Chris was interviewed by Fox Television News in Green Bay about his sturgeon sound research in January, 2015 (broadcast February, 2015).

Television appearances: *Paranatural - Episode 2: Monsters of the Deep*
National Geographic International Channel - aired in fall 2013

His recent collaboration with Dr. Stanley Temple, a reconstruction of a 1940's soundscape, has garnered international press as well as coverage by Boston Public Radio's *Living on Earth*, NPR's *All Things Considered*, and similar outlets. It has been recently included in installations at Purdue University and will be permanently installed at the Panorama Theater at the Aldo Leopold Foundation this year. You can learn about this audio project at:

International news coverage: Wired
Wired UK
Popular Science
Living on Earth

Chris is a confident speaker and enjoys discussing his research with both specialized and general audiences, who are all increasingly interested in acoustic ecology, soundscapes, and the impacts of digital humanities research.

Conference talks: *Inspiring Change through Film and New Media*
Sixth Annual Nelson Institute Earth Day Conference, Monona Terrace
Madison, Wisconsin – April 16, 2012

A Case Study in Soundscape Ecology: Sturgeon Low Frequency Sound Production
Global Sustainable Soundscapes Network Kickoff Conference, Aldo Leopold Center,
Baraboo, Wisconsin - July 23, 2012

In Search of... Sturgeon Thunder
Seventh Annual Nelson Institute Earth Day Conference, Monona Terrace
Madison, Wisconsin – April 15, 2013

Examining the Place of Music in Western Eco-cosmology
Music and Ecologies of Sound International Symposium, University of Paris 8
Paris, France – May 28, 2013

Description and analysis of spawning sounds produced by lake sturgeon, Acipenser fulvescens.
Seventh International Symposium on Sturgeon (ISS7), Vancouver Island Conference Centre
Nanaimo, British Columbia – July 25, 2013

Description and analysis of spawning sounds produced by lake sturgeon, Acipenser fulvescens.

American Fisheries Society Annual Meeting

Quebec City Conference Centre

Quebec, Quebec – August 20, 2014

Recent Creative Works

Chris maintains an active professional music performance and recording schedule. His most recent shows have been intimate solo guitar appearances; more elaborate recent productions have featured soundscapes, guest musicians, and interactive video performed on Isadora. He has appeared with major label talent at venues across the world, including Radio City Music Hall in New York, the Fillmore in San Francisco, the Olympic Theater in Dublin, Ireland, Maple Leaf Gardens in Toronto, Canada, and the Overture Center in Madison, Wisconsin; his albums enjoy international radio airplay, particularly on Sirius XM satellite radio and on Public Radio International's acclaimed Echoes radio show, and are streamed constantly on internet services such as Pandora and Spotify. His album *Stratagem* was voted one of the Top One Hundred Albums of the past 20 years by Echoes listeners in 2010. His arrangement and performance of Beethoven's Ode to Joy for acoustic guitar has been featured in the Hollywood movie *Finding Joy*, released in U. S. theaters on June 7, 2013. He produced an EP in 2013 to accompany the film release. He continues to do studio session work and has licensed music for everything from network television broadcasts and international advertising campaigns to obscure German art student films. Chris has also written and recorded music on commission for Vital Sounds, Inc. for specific use in musical therapy for autistic children. Music samples, archival photos, and full musical biography available at www.chrisbocast.com.

Music albums: *What You've Got* – Well-Adjusted People – Chris appears on 4 tracks (2014)
 Music of the Extraordinary Voyages – Larkenlyre – Chris appears on 5 tracks (2013)
 Intrinsic - Chris Bocast (2013)
 Stratagem - Chris Bocast & MJCatalin (2009)
 It's My Mother's Fault - Lissa Hanner (2007)
 Synthetic Bliss - Tokyo Vogue (2005)
 Through the Airlock – Chris Bocast (2003)

Collaborations are fun and invaluable for expanding intellectual comprehension and honing media skills; Chris is frequently asked to assist other artists and academics in various projects. Some of the most recent collaborations include:

Collaborations: *Smart Media and the Space of Thought: The Revelations of Dr. Kx4l3ndj3r* – w/ Jon McKenzie,
 Associate Professor of English, Coordinator of Digital Humanities Initiative (UW-Madison)
 Communication Technologies & New Performance Practices in Chile Conference. Universidad de las Artes,
 Ciencia y Comunicación and Centro Gabriela Mistral. Santiago, Chile - April 23, 2012
 Contributed sound consultation, design, and mastering for keynote lecture and video presentation

Cosmographic – w/ Dale Kaminski, MFA (UW-Madison) and Koala Yip, MFA (CalArts)
 Wisconsin Institute for Discovery, Madison, Wisconsin - May 15, 2012
 Contributed original live and recorded music for dance, video, and interactive motion detector performance

Leopold Soundscape Reconstruction – w/ Dr. Stanley Temple, (UW-Madison), Aldo Leopold Foundation
 Global Sustainable Soundscapes Network Kickoff, Aldo Leopold Center, Baraboo, Wisconsin - July 23, 2012
 Time-lapse audio reconstruction of dawn chorus from Aldo Leopold's field-notes for keynote presentation

Earth Day Remix – multiple artists (UW-Madison)
 University of Wisconsin Music Hall, Madison, Wisconsin - April 12, 2013
 This unique show, which served as Chris' exit seminar, combines live music performance and audio mash-ups with mesmerizing interactive live video performance utilizing scientific imagery.

Fermentation Fest – multiple artists (UW-Madison)

St. Boniface Church, Lime Ridge, Wisconsin – October 5, 2013

This particular grant required music written by Chris performed in conjunction with live interactive video featuring highlights from the local community. The concert was the centerpiece of a 10 day local foods and arts celebration.

Earth Day Redux – multiple artists (UW-Madison)

Madison Museum of Contemporary Art, Madison, Wisconsin - April 22, 2014

By request, the exit seminar show was restaged for the Nelson Institute's 2014 Earth Day Conference.

To assist his research, Chris will at times secure grants and commissions. These range from the scientific to the artistic, but they all hold to furthering the transdisciplinary goals of his vision for a sustainable future.

Grants:

Emerging Interfaces Award (new media)
Wisconsin Institute of Discovery
January 2012

Sturgeon sound research (2 separate grants)
Wisconsin Department of Natural Resources
July, 2011 and July, 2013

D-Composition Grant – July 2013
Composition and performance commission
Performance at D-Tour Local Food and Art Fest, Oct. 5, 2013

Professional Organizations

Chris is a member of Broadcast Music, Inc. (BMI), the World Sturgeon Conservation Society (WSCS), the American Society for Acoustic Ecology, the American Fisheries Society, and Performance Philosophy.

Endorsements

Chris is an official endorser of Valhalla DSP plug-ins and Monte Allums Mods.

10:34 AM
 05/29/15
 Accrual Basis

Sitka Seafood Festival Profit & Loss January through December 2014

	Jan - Dec 14
Ordinary Income/Expense	
Income	
Auction Income	12,030.06
Banquet ticket sales	11,285.00
Beer Fest Income	1,364.17
Beer Garden Income	7,179.00
Festival Market Place Income	1,020.00
Food Booth	2,922.00
Kids game income	0.00
Root Beer float booth	622.00
VIP ticket sales	1,285.00
Wine tasting Income	2,050.00
4100 · Donations	10,100.00
4200 · Fundraising	295.00
4700 · Retail Sales	
Hat sales	0.00
4700 · Retail Sales - Other	985.00
Total 4700 · Retail Sales	985.00
Total Income	51,137.23
Cost of Goods Sold	
5000 · Merchandise For Resale	
T-Shirts	325.00
5000 · Merchandise For Resale - Other	1,684.00
Total 5000 · Merchandise For Resale	2,009.00
Total COGS	2,009.00
Gross Profit	49,128.23
Expense	
Beer Fest	516.73
Beer Garden Expense	5,629.75
Credit card fee expense	647.69
Directors stipend	2,500.00
Festival Expense	
Auction Expense	241.54
Banquet Expense	5,380.57
Campus rental Expense	2,385.00
Contract labor	3,012.50
Festival Food Expense	955.26
Games expense	453.62
Highland Games Expense	1,065.00
Misc Festival Expense	1,343.69
Total Festival Expense	14,837.18
Food Booth Expense	1,155.42
License and Fees	103.00
MarketPlace expense	16.80
Parade Expense	317.24
Postage	507.97
Root Beer Float Expense	100.12
Scholarship expense	500.00
Storage expense	227.88
Travel Expense	
Car Rental	1,226.57
Travel Expense --Carolyn Kinnee	1,717.63
Travel Expense - Other	91.00
Travel Expense Chefs	4,951.40
Travel Expense Entertainment	406.64
Total Travel Expense	8,393.24
Web expense	181.97
Wine Tasting Expense	698.40
6000 · Advertising	2,652.22

10:34 AM
05/29/15
Accrual Basis

Sitka Seafood Festival
Profit & Loss
January through December 2014

	<u>Jan - Dec 14</u>
6100 · Dues & Subscriptions	165.00
6200 · Insurance Expense	
D&O	726.94
Liability	1,222.00
6200 · Insurance Expense - Other	<u>579.05</u>
Total 6200 · Insurance Expense	2,527.99
6300 · Meeting Expense	26.50
6400 · Office Expense	
Supplies	356.46
Tele conference expense	347.14
6400 · Office Expense - Other	<u>93.65</u>
Total 6400 · Office Expense	797.25
6500 · Professional Fees	
Accounting	207.60
Chefs	1,000.00
Other Professional Fee	<u>5,000.00</u>
Total 6500 · Professional Fees	6,207.60
6530 · Special Event Expense	860.81
6540 · Fundraising Expense	178.88
6600 · Printing and Copying	180.92
6700 · Rent/Utilities	
Storage Rent	<u>2,832.85</u>
Total 6700 · Rent/Utilities	<u>2,832.85</u>
Total Expense	<u>52,763.41</u>
Net Ordinary Income	<u>-3,635.18</u>
Net Income	<u><u>-3,635.18</u></u>

Sitka Seafood Festival
Balance Sheet
As of December 31, 2014

	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
First Bank Checking 8260	6,115.53
Total Checking/Savings	6,115.53
Accounts Receivable	
11000 · Accounts Receivable	900.00
Total Accounts Receivable	900.00
Other Current Assets	
Deposits	1,500.00
Petty Cash	300.00
Tables	1,500.54
Tents	793.63
Total Other Current Assets	4,094.17
Total Current Assets	11,109.70
TOTAL ASSETS	<u><u>11,109.70</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Misc Accounts payable	927.50
Pamyua ticket sales payable	157.00
Total Other Current Liabilities	1,084.50
Total Current Liabilities	1,084.50
Total Liabilities	1,084.50
Equity	
3200 · Unrestricted Net Assets	13,660.38
Net Income	-3,635.18
Total Equity	10,025.20
TOTAL LIABILITIES & EQUITY	<u><u>11,109.70</u></u>



CITY AND BOROUGH OF SITKA
FISHERIES ENHANCEMENT FUND

CHINOOK FUTURES COALITION
\$5,000 REQUEST FOR SUPPORT

Howard Pendell – Board President

PO Box 1615

Sitka, AK 99835

907-738-3137

pendell@ak.net

Dear Mayor McConnell and Assembly Members of the City and Borough of Sitka,

In 2012, I started a group called the Chinook Futures Coalition. Randy Nichols and Gary Mulligan, also Trollers, joined with me to incorporate our organization. Our purpose is to:

1. To promote the availability of Chinook salmon in Southeast Alaska for harvest by commercial and recreational fishermen.
2. To promote and enhance the economic value of Chinook salmon harvested in Southeast Alaska to seafood consumers, visitors to the region and local communities.
3. To engage in activities directed at the improvement of business conditions for southeast Alaska businesses engaged in the harvest of Chinook salmon.
4. To conduct scientific and public policy research about Chinook salmon ecology and fishery management and provide information, outreach and education services to members and the public.
5. To seek, receive and maintain funds for the above purposes.
6. To pursue other appropriate action to promote the interests of its members to the extent consistent with the Alaska Non-profit Corporations Act and § 501(c) of the Internal Revenue Code as amended, which allows for exemption from federal income taxes, and § 170(a) of the Internal Revenue Code of 1986, which allows for tax deductible contributions to the organization.

I am the Alaska Troll industry representative on the Northern Panel of the Pacific Salmon Commission and I see firsthand, from inside the process, how the State of Alaska struggles each year to get a reasonable amount of fishing opportunity through the Pacific Salmon Commission. The States of Washington and Oregon, the Pacific Northwest Tribes and Canada are united in their efforts to keep Alaska from fishing, despite the fact the abundance of Chinook salmon in our waters are at record high levels. The goal of our group is to assist the State with additional research, public support and legal advice. We have been successful so far and are asking for your support to continue to provide additional legal and scientific support to the State of Alaska Department of Fish and Game and the US Canada Salmon Commission Treaty team.

During the 2008 Pacific Salmon Treaty negotiations, the State of Alaska agreed to a 15% reduction in Chinook harvest from the levels agreed to in 1999. The reduction was made in response to pressure from Canada, the Pacific Northwest Tribes and the States of Washington and Oregon. The other participants in the Pacific Salmon Treaty argued that some Chinook salmon stocks were thought to be performing poorly and could be helped if Alaska reduced harvest. Alaska's role in the 2008 Treaty Agreement was a good faith effort to respond to the concerns of the other parties and to protect all the Alaska fisheries subject to the terms of the Treaty.

The 15% reduction in harvest made in good faith by Alaska now appears to be for unfounded conservation concerns and has deprived Alaska of 77,500 fish in 2014. These are fish that the State and our fishermen have been working to rebuild since 1976. The loss of 57,425 Chinook from the troll fishery represented a loss of \$2,331,355 dollars.

Last year the July troll season lasted one week. True, the catch was very high but this fishery traditionally began in June and was open continuously until the fall. Trollers and recreational fishermen are the home guard residents of our rural communities. Now that the salmon runs are restored to health, the fisheries should be restored as well. We are working with the state to increase the level of chinook harvest allocated to Alaska.

In writing this letter to ask for support I struggled with how much detail to include. This is a long and complicated fish story so I will just summarize the most important points.

On January 16, 2015 Chinook Futures Coalition filed a petition with the National Marine Fisheries Service asking them to open a review of the status of Snake River Fall Chinook. This specie occurs in small numbers in our fisheries. On the basis of the scientific evidence that CFC presented, the NMFS agreed that a review **is** justified and that there is a possibility that the SRFC Chinook salmon are no longer threatened with extinction. The review period is now underway and a decision will be made within a year. This is a hugely positive step and we are encouraged that our very thoughtful, deliberate and cautious approach; our reliance on expert advisers and known allies to Alaska are bringing positive results.

NSRAA, DIPAC, Sitka Sound Seafoods, Seafood Producers Coop and the Alaska Trollers Association are all in support of CFC efforts. Enhancement has played a major role in the comeback story of SRFC and our local aquaculture associations think that success should be celebrated. We are also in communication with the members of Alaska's Treaty team and are working to support them.

Just a few fish that are from Pacific Northwest stocks listed as endangered are caught in the Southeast Alaska fisheries. However the presence of Endangered Species brings great scrutiny, caution and conservative management. Last year over 60,000 Snake River Fall Chinook returned to their spawning grounds, the year before over 50,000. These stocks are rebuilt and healthy and should be celebrated as such, instead the National Marine Fisheries Service is insisting that the State of Alaska accept a much reduced harvest level for our Chinook fisheries in the coming year. This debate, currently underway, involves a wider spectrum of issues than just one purportedly endangered stock that occurs in very small numbers in our harvests. CFC's efforts to have one stock recognized as healthy and rebuilt seems small but we are doing what we can to turn the tide of opinion that is currently running against our fisheries. Please assist our efforts work within the regulatory framework of the Pacific Salmon Commission and the Endangered Species Act to increase access to Chinook salmon for our fisherman and to bring these hard won economic benefits to the community of Sitka.

Chinook Futures efforts to date include:

- CFC Commissioned an extensive and thorough research paper by Dr. David Bernard investigating the possibility of petitioning National Marine Fisheries Service to delist Snake River Fall Chinook under the ESA with funding provided by NSRAA;
- On January 16th 2015 CFC submitted a ten page petition letter to remove Snake River Fall Chinook from threatened status under the Endangered Species Act. A 15 page background paper was also submitted. This action was taken based on the findings of the research paper and the advice of our attorney, George Mannina of Nossaman, LLP, a Washington DC firm experienced in ESA-related litigation.
- CFC is a non-profit 501(c)(6) and in good standing with the State of Alaska. The Annual Meeting was held on October 29, 2014 and the most recent Board

of Directors meeting was May 28th, 2015. A port meeting is planned for June 15, 2015.

- CFC received a grant of \$100,000 from DIPAC last year. It has been used exclusively for the attorney's fees and legal and scientific document preparation, over half of the funds have been spent and these costs are ongoing.
- CFC has signed an agreement letter with FISHSPEAK Services to help organize our non-profit, keep books and file taxes. We are modeling our support of the State on the Pacific Salmon Treaty Coalition efforts of 1996 - 2000.
- CFC is currently working with the Southeast Conference Fisheries Committee and communities in Southeast Alaska to increase awareness on the issue chinook salmon abundance. Hundreds of thousands of healthy rebuilt runs of Chinook swim past our shores this past season and the region's fishermen should have had more opportunity to harvest them. Delisting could help increase access to healthy Chinook stocks in our fisheries.
- CFC is working with the State of Alaska Pacific Salmon Treaty Commissioner Charles Swanton and with the Alaska Trollers Association. We are in support of the State's efforts in the US/Canada arena.
- We are developing a strategy to support the State of Alaska's efforts on behalf of fishermen and processors and will continue to provide legal, scientific and professional assistance to the State.

Thank you Mayor, and Assembly members. Please do not hesitate to give me a call if you have questions.

Howard Pendell

CFC Board President
738-3137

3:59 PM
05/28/15
Accrual Basis

Chinook Futures Coalition
Balance Sheet
As of May 28, 2015

	<u>May 28, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash	
1010 · WF Gold Bus Checking	44,524.71
Total 1000 · Cash	<u>44,524.71</u>
Total Checking/Savings	44,524.71
Other Current Assets	
12000 · Undeposited Funds	2,204.86
Total Other Current Assets	<u>2,204.86</u>
Total Current Assets	<u>46,729.57</u>
TOTAL ASSETS	<u><u>46,729.57</u></u>
LIABILITIES & EQUITY	
Equity	
32000 · Unrestricted Net Assets	72,219.77
Net Income	<u>-25,490.20</u>
Total Equity	<u>46,729.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>46,729.57</u></u>

3:59 PM

05/28/15

Accrual Basis

Chinook Futures Coalition
Statement of Financial Income and Expense
January 1 through May 28, 2015

	<u>Unclassified</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43410 · Corporate Contributions	5,000.00	5,000.00
Total 43400 · Direct Public Support	<u>5,000.00</u>	<u>5,000.00</u>
47200 · Program Income		
47230 · Membership Dues	250.00	250.00
Total 47200 · Program Income	<u>250.00</u>	<u>250.00</u>
Total Income	5,250.00	5,250.00
Expense		
60900 · Business Expenses		
60910 · Bank Charges	21.05	21.05
Total 60900 · Business Expenses	<u>21.05</u>	<u>21.05</u>
62100 · Contract Services		
62110 · Accounting Fees	1,334.25	1,334.25
62140 · Legal Fees	24,580.00	24,580.00
62150 · Outside Contract Services	4,804.90	4,804.90
Total 62100 · Contract Services	<u>30,719.15</u>	<u>30,719.15</u>
Total Expense	<u>30,740.20</u>	<u>30,740.20</u>
Net Ordinary Income	<u>-25,490.20</u>	<u>-25,490.20</u>
Net Income	<u><u>-25,490.20</u></u>	<u><u>-25,490.20</u></u>

Chinook Futures Coalition
Statement of Financial Income and Expense
January through December 2014

	<u>Jan - Dec 14</u>
Ordinary Income/Expense	
Income	
43400 · Direct Public Support	
43450 · Individ, Business Contributions	102,456.86
Total 43400 · Direct Public Support	<u>102,456.86</u>
45000 · Investments	
45030 · Interest-Savings, Short-term CD	1.13
Total 45000 · Investments	<u>1.13</u>
47200 · Program Income	
47230 · Membership Dues	750.00
Total 47200 · Program Income	<u>750.00</u>
Total Income	<u>103,207.99</u>
Expense	
60900 · Business Expenses	
60910 · Bank Charges	31.65
60920 · Business Registration Fees	1,435.00
Total 60900 · Business Expenses	<u>1,466.65</u>
62100 · Contract Services	
62110 · Accounting Fees	500.00
62140 · Legal Fees	45,928.08
Total 62100 · Contract Services	<u>46,428.08</u>
65000 · Operations	
65040 · Supplies	58.88
Total 65000 · Operations	<u>58.88</u>
65100 · Other Types of Expenses	
65120 · Insurance - Liability, D and O	665.00
Total 65100 · Other Types of Expenses	<u>665.00</u>
68300 · Travel and Meetings	
68320 · Travel	645.00
Total 68300 · Travel and Meetings	<u>645.00</u>
Total Expense	<u>49,263.61</u>
Net Ordinary Income	<u>53,944.38</u>
Net Income	<u><u>53,944.38</u></u>

Chinook Futures Coalition
Statement of Financial Position
 As of May 28, 2015

	May 28, 15	May 28, 14	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · WF Gold Bus Checking	44,524.71	83,691.51	-39,166.80	-46.8%
1020 · Savings	0.00	2,054.71	-2,054.71	-100.0%
Total 1000 · Cash	<u>44,524.71</u>	<u>85,746.22</u>	<u>-41,221.51</u>	<u>-48.1%</u>
Total Checking/Savings	44,524.71	85,746.22	-41,221.51	-48.1%
Other Current Assets				
12000 · Undeposited Funds	2,204.86	2,000.00	204.86	10.2%
Total Other Current Assets	<u>2,204.86</u>	<u>2,000.00</u>	<u>204.86</u>	<u>10.2%</u>
Total Current Assets	<u>46,729.57</u>	<u>87,746.22</u>	<u>-41,016.65</u>	<u>-46.7%</u>
TOTAL ASSETS	<u><u>46,729.57</u></u>	<u><u>87,746.22</u></u>	<u><u>-41,016.65</u></u>	<u><u>-46.7%</u></u>
LIABILITIES & EQUITY				
Equity				
32000 · Unrestricted Net Assets	72,219.77	18,275.39	53,944.38	295.2%
Net Income	-25,490.20	69,470.83	-94,961.03	-136.7%
Total Equity	<u>46,729.57</u>	<u>87,746.22</u>	<u>-41,016.65</u>	<u>-46.7%</u>
TOTAL LIABILITIES & EQUITY	<u><u>46,729.57</u></u>	<u><u>87,746.22</u></u>	<u><u>-41,016.65</u></u>	<u><u>-46.7%</u></u>

Chinook Futures Coalition
Statement of Financial Position
 As of December 31, 2014

	Dec 31, 14	Dec 31, 13	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · Cash				
1010 · WF Gold Bus Checking	70,014.91	11,971.66	58,043.25	484.8%
1020 · Savings	0.00	6,303.73	-6,303.73	-100.0%
Total 1000 · Cash	<u>70,014.91</u>	<u>18,275.39</u>	<u>51,739.52</u>	<u>283.1%</u>
Total Checking/Savings	70,014.91	18,275.39	51,739.52	283.1%
Other Current Assets				
12000 · Undeposited Funds	2,204.86	0.00	2,204.86	100.0%
Total Other Current Assets	<u>2,204.86</u>	<u>0.00</u>	<u>2,204.86</u>	<u>100.0%</u>
Total Current Assets	<u>72,219.77</u>	<u>18,275.39</u>	<u>53,944.38</u>	<u>295.2%</u>
TOTAL ASSETS	<u>72,219.77</u>	<u>18,275.39</u>	<u>53,944.38</u>	<u>295.2%</u>
LIABILITIES & EQUITY				
Equity				
32000 · Unrestricted Net Assets	18,275.39	9,255.17	9,020.22	97.5%
Net Income	53,944.38	9,020.22	44,924.16	498.0%
Total Equity	<u>72,219.77</u>	<u>18,275.39</u>	<u>53,944.38</u>	<u>295.2%</u>
TOTAL LIABILITIES & EQUITY	<u>72,219.77</u>	<u>18,275.39</u>	<u>53,944.38</u>	<u>295.2%</u>



Legislation Details

File #: 15-095 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/3/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Discussion/Direction/Decision on the future direction of the Sitka Convention and Visitors Bureau

Sponsors:

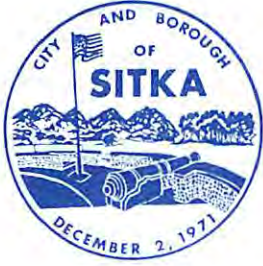
Indexes:

Code sections:

Attachments: [Sitka Convention and Visitors Bureau](#)

Date	Ver.	Action By	Action	Result
6/9/2015	1	City and Borough Assembly		

Discussion/Direction/Decision
on the future direction of the Sitka Convention and
Visitors Bureau.




City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

Memo

To: Mayor McConnell and Members of the Assembly

From: Mark Gorman, Administrator 

Date: June 3, 2015

Re: Future Direction of Sitka Convention and Visitor's Bureau

Ordinance 2015-03A authorized the CBS to issue an RFP for convention and visitors services in Sitka. In April, the solicitation was issued. There was only one applicant, the Sitka Convention and Visitors Bureau (SCVB). The SCVB's response was considered unresponsive in terms of meeting the requirements of the RFP. Given that there was only one application, the SCVB was asked to provide additional information about its application. It did so but it was determined that the application was still unresponsive in terms of the overall RFP.

Ordinance 2015-03A states that the SCVB will be dissolved at the point that a contract is awarded. As of this time, there will be no contract awarded. Therefore, I'm seeking direction from the Assembly as to what course it would like to pursue. I believe there are three options to be considered:

1. Issue a new RFP
2. Continue the status quo of the SCVB being managed through an Assembly appointed commission as a quasi CBS service
3. Absorb the SCVB functions within the CBS in modified hybrid structure

My recommendation is the Assembly consider option three. Given direction, staff will develop a detailed proposal for how this will work but the basic concept would be as follows:

- The SCVB function would be integrated into the Harrigan Centennial Hall (HCH) management structure
- One FTE position (Coordinator of Convention and Visitor's Services) would be added to staff plus a budget for seasonal/temporary staff
- HCH staff would multitask and support SCVB functions
- Marketing and advertising would be contracted
- Upon completion of the renovated HCH, the Sitka Convention and Visitors Center would be located in the Centennial Building affording visitors better access and eliminating the need to rent space



Legislation Details

File #: 15-099 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/17/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Board of Adjustment: Approve a temporary use permit for an asphalt plant filed by S&S General Contractors & Equipment Rentals, Inc. for Granite Creek Lease Lot #5. The request is to house an asphalt plant throughout the duration of the paving of Edgecumbe Drive.

Sponsors:

Indexes:

Code sections:

Attachments: [Motion BOA](#)
[Documents BOA S&S asphalt plant](#)
[BOA Hearing Outline](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Step 1.

I MOVE TO convene as the Board of Adjustment

Step 2.

I MOVE TO approve a temporary use permit for an asphalt plant filed by S&S General Contractors & Equipment Rentals, Inc. for Granite Creek Lease Lot #5. The request is to house an asphalt plant throughout the duration of the paving of Edgecumbe Drive.

Step 3.

SGC: 22.30.180 Procedures for Public Hearing

- A. Staff Presentation.** *Members may ask questions of the staff.*
- B. Applicant presentation.** *Members may ask questions of the applicant.*
- C. Testimony or comments by the public.** *Need to be germane to the matter*
- D. Rebuttal, response or clarifying statement by staff and the applicant.**
- E. Deliberation by the Board.** *Also known as the evidentiary portion of the public hearing and is closed.*

Step 4.

VOTE on any amendments and/or main motion

Step 5.

I MOVE TO reconvene as the Assembly in regular session



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

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

From: Maegan Bosak, Planning and Community Development Director *MB*

Subject: Temporary Use Permit Request for an Asphalt Plant in the S&S Lease Lot

Date: June 17, 2015

S&S General Contractors & Equipment Rentals, Inc. is applying for a temporary use permit for an asphalt plant in their Granite Creek Lease Lot #5. The temporary asphalt plant is providing all asphalt for the Edgumbe Drive paving project.

The Sitka General Code allows the Assembly to issue temporary permits for asphalt plants in the Industrial and Public Lands Districts. The code authorization for these permits is in the zoning ordinance Supplemental District Regulations and is not a part of the traditional conditional use process. The procedure recognizes the short term nature of the plants that are connected to a specific project.

The applicants have stated hours of operation from 7 am to 7 pm Monday through Saturday, with possible use on Sunday if weather creates delay. The plant will be in operation from June 1st through October 30th or thru the duration of the paving project.

The potential off site impacts primarily involve truck traffic going to and from the area and noise generated from the asphalt plant. There is one other asphalt plant in the Granite Creek vicinity. The area is zoned industrial and designated for quarry and other high impact purposes.

The City and Borough of Sitka is the landowner in the vicinity.

RECOMMENDED ACTION: Pass a motion granting approval for the temporary asphalt plant.



**General Contractors
& Equipment Rentals, Inc.**

To: City and Borough of Sitka

ATTN: Carol Gibb and Meagan Bosak

Re: Temporary Variance for Asphalt Plant

S&S General Contractors is renting an asphalt plant for the Edgecumbe Drive Reconstruction project and would like to set up the plant at Lease Lot 5 at the end of Granite Cr. Rd.

The plant will be set up for operation from June 1st 2015 to October 30th 2015, upon final completion of the Edgecumbe Dr. Reconstruction project. During this time period our hours of operation will be from 7am to 7pm Monday through Saturday. Due to weather we may have to vary these hours and possibly work on Sundays also. These variances will help S&S General Contractors to proceed on the project with minimal impact to the general public.

We would appreciate you granting this temporary variance request to S&S General Contractors at your earliest convenience.

If you have any questions or concerns please contact us at (907)747-8725.

Thank you

Tim Eddy (Owner)
S&S General Contractors



S & S General Contractors
Asphalt Plant Temporary Permit
Granite Creek Quarry Area Lease Lot 5



S & S General Contractors
Asphalt Plant Temporary Permit
Granite Creek Quarry Area Lease Lot 5

BOA – HEARING OUTLINE
Conditional Use Permit

- I. **Board of Adjustment** (BOA) - Assembly (*SGC 22.30.060A*)
- A. Quasi-judicial – avoid *ex parte* contacts
 - B. Authority to approve or deny conditional use permits -*SGC 22.30.060A*¹
 - C. Assembly’s Other Options - *SGC 22.30.170B.1*²
 - 1. Approve Planning Comm’n recommendation
 - 2. Approve with additional conditions
 - 3. Modify with or without applicant’s consent (some limitations)
 - 4. Deny application
 - 5. Remand –
 - a. Issues not covered
 - b. Procedural due process problems (new pertinent evidence)
- II. **Review Criteria**
- A. Assembly reviews Planning Comm’n recommended decision regarding conditional use permit applications – *SGC 22.30.050F*³

¹ *SGC 22.30.060 Board of adjustment.*

The assembly of the city and borough shall function as the board of adjustment with the authority to:

- A. *Approve or deny conditional use permits.*

* * *

² *SGC 22.30.170 Assembly actions.* (emphasis added)

* * *

- B. *Decisions. The assembly shall make its decision by motion or ordinance as appropriate.*

- 1. *An assembly decision on a planning commission recommendation or following a public hearing shall include one of the following actions:*

- a. *Approve as recommended.*

- b. *Approve with additional conditions.*

- c. *Modify, with or without the applicant’s concurrence; provided, that the modifications do not:*

- i. *Enlarge the area or scope of the project.*

- ii. *Increase the density or proposed building size.*

- iii. *Significantly increase adverse environmental impacts as determined by the responsible official.*

- d. *Deny (reapplication or resubmittal is permitted).*

- e. *Deny with prejudice (reapplication or resubmittal is not allowed for one year).*

- f. *Remand for further proceedings.*

³ *SGC 22.30.050 Planning commission.*

The planning commission shall be constituted in accordance with Chapter 2.18 of this code and the Sitka Home Rule Charter and shall have the responsibility of reviewing and acting on the following:

* * *

B. Planning Comm'n decision and recommendation in this case regarding conditional use permit applications subject to Assembly review

C. Nature of the review by Assembly – review recommended Findings of Fact and General Approval Criteria Considerations and proposed conditions made by Planning Commission regarding each conditional use permit application

1. **FF criteria– All criteria must be met (SGC 22.30.160C)**
 - a. Not detrimental to public health, safety, general welfare;
 - b. Not adversely affect established character of surrounding vicinity;
 - c. Not injurious to uses, property or improvements adjacent to or in vicinity;
 - d. Not inconsistent with Comprehensive Plan;
 - e. Conditions to lessen impacts are monitorable & enforceable
 - f. No hazardous conditions that cannot be mitigated regarding adjacent & vicinity properties ; and
 - g. Not adversely affect public facilities & services, or imposed conditions mitigate impact.

2. **General Approval Criteria Considerations (SGC 22.20.160C)**
 - a. Effects of the conditional use on site (topography, slope and soil stability) and geophysical hazards (flooding, surface and subsurface drainage, water quality);
 - b. Utilities and service requirements (sewers, storm drainage, water, fire protection, access and electrical power);
 - c. Lot or tract characteristics (lot size, yard requirements, lot coverage and height of structures);
 - d. Use characteristics that affect adjacent uses and districts (operating hours; number of persons, traffic, parking and loading, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements); and
 - e. Community appearance (landscaping, fencing, screening).

3. **Proposed Conditions**

F. Recommendations on conditional use permit applications.

4. SGC 22.30.160C – Planning Comm’n decision requirements⁴

⁴ *SGC 22.30.160 Planning commission review and recommendation. (emphasis added)*

Planning commission decision and action authority is defined in Section 22.30.050.

* * *

C. *Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:*

1. *The city may use design standards and other elements in this code to modify the proposal. A conditional use permit may be approved only if all of the following findings can be made regarding the proposal and are supported by the record that the granting of the proposed conditional use permit will not:*

- a. *Be detrimental to the public health, safety, and general welfare;*
- b. *Adversely affect the established character of the surrounding vicinity; nor*
- c. *Be injurious to the uses, property, or improvements adjacent to, and in the vicinity of, the site upon which the proposed use is to be located.*

2. *The granting of the proposed conditional use permit is consistent and compatible with the intent of the goals, objectives and policies of the comprehensive plan and any implementing regulation.*

3. *All conditions necessary to lessen any impacts of the proposed use are conditions that can be monitored and enforced.*

4. *The proposed use will not introduce hazardous conditions at the site that cannot be mitigated to protect adjacent properties, the vicinity, and the public health, safety and welfare of the community from such hazard.*

5. *The conditional use will be supported by, and not adversely affect, adequate public facilities and services; or that conditions can be imposed to lessen any adverse impacts on such facilities and services.*

6. *Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.*

The city may approve, approve with conditions, modify, modify with conditions, or deny the conditional use permit. The city may reduce or modify bulk requirements, off-street parking requirements, and use design standards to lessen impacts, as a condition of the granting of the conditional use permit. In considering the granting of a conditional use, the assembly and planning commission shall satisfy themselves that the general criteria set forth for uses specified in this chapter will be met. The city may consider any or all criteria listed and may base conditions or safeguards upon them. The assembly and planning commission may require the applicant to submit whatever reasonable evidence may be needed to protect the public interest. The general approval criteria are as follows:

1. *Site topography, slope and soil stability, geophysical hazards such as flooding, surface and subsurface drainage and water quality, and the possible or probable effects of the proposed conditional use upon these factors;*

2. *Utilities and service requirements of the proposed use, including sewers, storm drainage, water, fire protection, access and electrical power; the assembly and planning commission may enlist the aid of the relevant public utility officials with specialized knowledge in evaluating the probable effects of the proposed use and may consider the costs of enlarging, upgrading or extending public utilities in establishing conditions under which the conditional use may be permitted;*

3. *Lot or tract characteristics, including lot size, yard requirements, lot coverage and height of structures;*

4. *Use characteristics of the proposed conditional use that affect adjacent uses and districts, including hours of operation, number of persons, traffic volumes, off-street parking*

III. BOA Procedure

A. Packet Review

1. Planning Comm'n FF and motions
2. Planning Comm'n minutes
3. Planning Comm'n record (written submissions)

B. Hearing (SGC 22.30.180)⁵

1. Follow Assembly procedures
2. Order
 - a. Staff
 - b. Applicant
 - c. Public
 - d. Rebuttal
 - i. Staff
 - ii. Applicant
 - e. Close evidentiary hearing – Deliberate
 - f. Make Findings of Fact & Decision
 - i. Planning Comm'n recommended Findings of Fact and conditions
 - ii. Modify FF and conditions (use *SGC 22.30.160C* criteria)

C. Burden of proof on Applicant (SGC 22.30.160C.6)⁶

and loading characteristics, trash and litter removal, exterior lighting, noise, vibration, dust, smoke, heat and humidity, recreation and open space requirements;

5. *Community appearance such as landscaping, fencing and screening, dependent upon the specific use and its visual impacts.*

⁵ *SGC 22.30.180 Procedures for public hearings.* (emphasis added)

Public hearings shall be conducted in accordance with the hearing body's rules of procedure and shall serve to create or supplement an evidentiary record upon which the body will base its decision. The chair shall open the public hearing and, in general, observe the following sequence of events:

A. *Staff presentation*, including submittal of any administrative reports. Members of the hearing body may ask questions of the staff.

B. *Applicant presentation*, including submittal of any materials. Members of the hearing body may ask questions of the applicant.

C. *Testimony or comments by the public germane to the matter*. Questions directed to the staff or the applicant shall be posed by the chair at its discretion.

D. *Rebuttal, response or clarifying statements by the staff and the applicant*.

E. *The evidentiary portion of the public hearing shall be closed and the hearing body shall deliberate on the matter before it.*

⁶ *SGC 22.30.160 Planning commission review and recommendation.* (emphasis added)

* * *

D. Assembly Options – See Section I.B above

IV. Actions after Assembly Decision

A. Remand - *SGC 22.30.200*⁷

B. Reconsideration - *SGC 22.30.190*⁸

C. Judicial Appeal (Superior Court – Sitka) - *SGC 22.30240A*⁹

C. Required Findings for Conditional Use Permits. The planning commission shall not recommend approval of a proposed development unless it first makes the following findings and conclusions:

** * **

6. Burden of Proof. The applicant has the burden of proving that the proposed conditional use meets all of the criteria in subsection B of this section.

⁷ *SGC 22.30.200 Remand.*

In the event the assembly determines that the public hearing record or record on appeal is insufficient or otherwise flawed, the assembly may remand the matter back to the hearing body. The assembly shall specify the items or issues to be considered and the time frame for completing the additional work. The assembly may hold a public hearing on a closed record appeal only for the limited purposes identified in the remand.

⁸ *SGC 22.30.190 Reconsideration.*

A party to a public hearing or closed record appeal may seek reconsideration only of a final decision by filing a written request for reconsideration with the administrator within fourteen calendar days of the oral announcement of the final decision. The assembly shall consider the request at its next regularly scheduled meeting. If the request is denied, the previous action shall become final. If the request is granted, the assembly body may immediately revise and reissue its decision or may call for argument in accordance with the procedures for closed record appeals.

⁹ *SGC 22.30.240 Judicial appeal.*

A. Appeals from the final decision of the assembly, or other city board or body involving Title 21 SGC, and for which all other appeals specifically authorized have been timely exhausted, shall be made to superior court within thirty days of the date the decision or action became final, unless another time period is established by state law or local ordinance.

** * **



Legislation Details

File #: 15-100 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/17/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Grant preliminary approval of a proposed tidelands sale request filed by Forrest Dodson and Mary Holzman for property adjacent to 263 Katlian Street

Sponsors:

Indexes:

Code sections:

Attachments: [Documents preliminary approval proposed tidelands sale](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO grant preliminary approval of a proposed tidelands sale request filed by Forrest Dodson and Mary Holzman for property adjacent to 263 Katlian Street.

Note: Following preliminary approval, the applicant will then go back to the Planning Commission and go through the minor subdivision process before coming back to the Assembly for approval of a sales authorization ordinance.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

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

From: Maegan Bosak, Planning and Community Development Director *MB*

Subject: Sale of Tidelands to Forrest Dodson and Mary Holzman

Date: June 17, 2015

Recently Forrest Dodson and Mary Holzman approached the Planning Department with a request to purchase tidelands adjacent their home at 263 Katlian Street. The Planning Department is processing this request in accordance with existing procedures. Following SGC, an ordinance is required to authorize the sale of tidelands. Forrest Dodson and Mary Holzman are requesting preliminary approval from the Assembly in order to proceed with the tideland sale.

In November of 2014, city staff submitted comments against the sale due to the proximity of the City Grid. Revised comments from Harbormaster Stan Eliason state that there is no future expansion planned.

The tidelands request is approximately 2,160 square feet on the seaward side of 263 Katlian Street. The parcel is described as: Approximately 2,160 square feet of tidelands west of and adjacent to the deeded tidelands that are attached to Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. Tidelands on the other side of the proposed sale are owned by the Baranof Island Housing Authority.

The buyers intend to restore and move the home at 263 Katlian Street back onto the proposed tidelands. They will then use the front portion for parking and garden space.

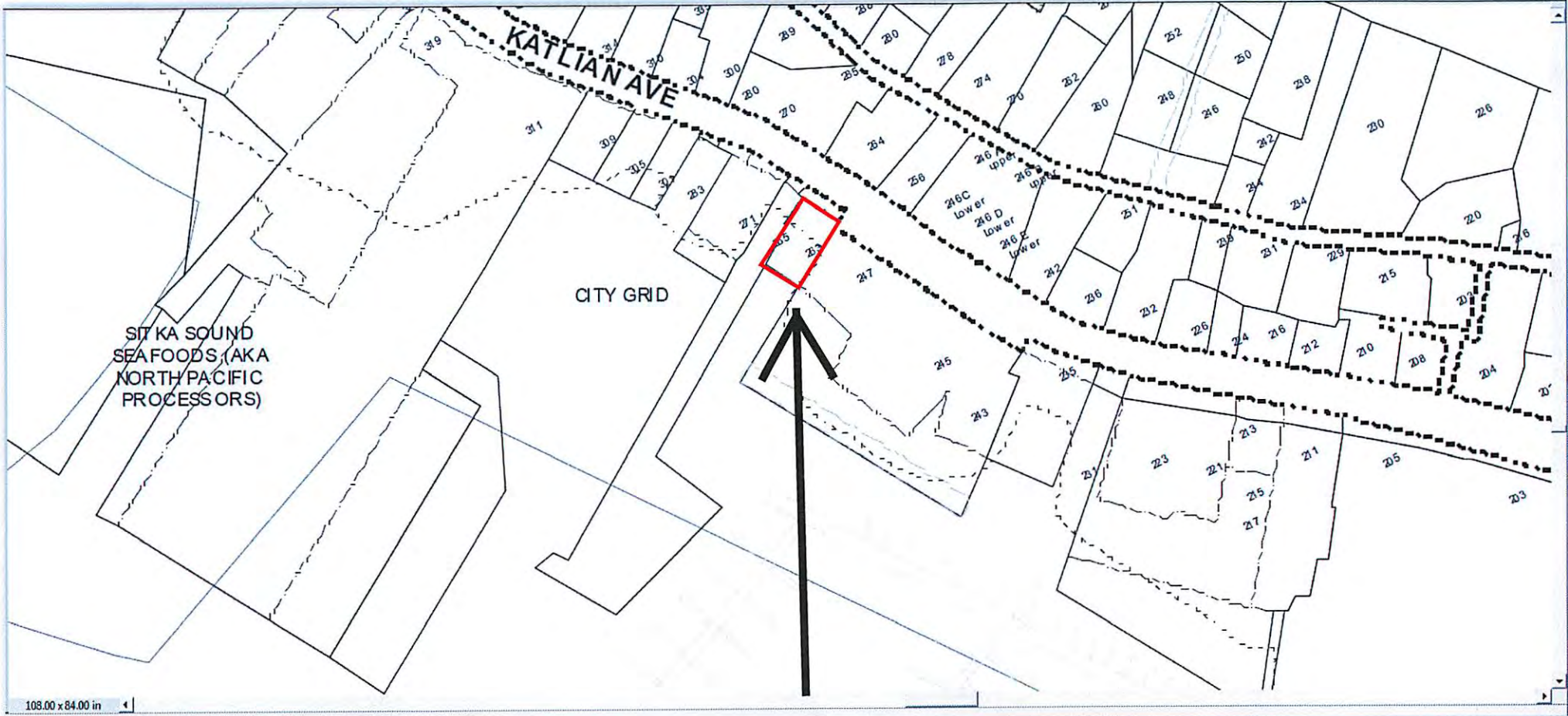
The sale price is \$22,334.00 or \$10.34 per square foot based on the rate set by the previous City Assessor, Randy Hughes.

The Planning Commission reviewed and recommended to approve the proposal at their June 2, 2015 meeting. They were in support of restoring the old home and creating more parking and pedestrian access on Katlian Street.

Following preliminary Assembly approval, the applicant will then go back to the Planning Commission and through the minor subdivision process before coming back to the Assembly, for approval of a sales authorization ordinance based on the minor subdivision plat.

RECOMMENDED ACTION: Pass a motion granting preliminary approval.

Providing for today...preparing for tomorrow



Dodson / Holzman
Tidelands Land Sale
263 Katlian Street



Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

City GRID



263 Katlian Street



Dodson / Holzman
Tidelands Land Sale
263 Katlian Street



Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

KATLIAN ST.

#263

SIDEWALK

PARKING

HOUSE

PROPOSED



House
moved onto
purchased
tidelands

Proposed
tidelands
purchase
area

60'

36.03'

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

May 6, 2015

To: City and Borough of Sitka

From: Forrest Dodson and Mary J. Holzman
PO Box 6575
Sitka, Ak, 99835
907-738-4549 907-738-5476

Request to purchase tideland adjoining our property at 263 Katlian.
The purpose of acquiring the tideland is to move the house away from
the street to provide parking and a sidewalk.

We plan to fill the acquired tideland. A foundation would be built and
the existing house moved on to it. The property where the house
previously sat would then be filled to create parking and side walk.

We plan to restore this historic 1904 house and make it our home.

Sincerely,

Handwritten signatures of Forrest Dodson and Mary J. Holzman in blue ink. The signature for Forrest Dodson is written above the signature for Mary J. Holzman.

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Scott Brylinsky

From: Janine Holzman <janineholzman@gmail.com>
Sent: Tuesday, November 04, 2014 1:41 PM
To: Planningdirector@cityofsitka.com
Subject: Purchase of tidelands

Dear Planning Director.

We would like to purchase from the city a parcel of tideland seaward of our property at 263 Katlian. The property would measure 60' x36'.

We agree to the price of \$10.34 sq ft. The price would be \$22,334 for the ²¹⁶⁰~~18,000~~ sq ft.

Thank you

Forrest Dodson aka Bud Dodson.

Mary J Holzman aka Janine Holzman

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

Most recent city staff comments

Carole Gibb

From: Maegan Bosak <maegan@cityofsitka.com>
Sent: Monday, June 08, 2015 10:30 AM
To: carole@cityofsitka.com
Subject: FW: Comments on tidelands lease sale adjacent 263 Katlian Street

From: Dale Goerner [mailto:dgoerner@cityofsitka.com]
Sent: Monday, June 01, 2015 3:06 PM
To: 'Maegan Bosak'
Cc: 'Michael Harmon'; 'Jay Sweeney'; 'Stan Eliason'; Wendy Lawrence; Mark Gorman
Subject: RE: Comments on tidelands lease sale adjacent 263 Katlian Street

Maegan;

I also walked through the site for this proposal today (unintentionally with the owner who saw me while I was there) and am in agreement with Stan on his first sentence.

I cannot comment – either for or against, on the 2nd sentence. Stan is the expert.

There is no Electrical Department impact on this proposal.

It would be nice to see the Katlian area improved, even if it is one house and one lot at a time as in the case, and keeping the same historical house.

Regards;
Dale

From: Stan Eliason [mailto:stan@cityofsitka.com]
Sent: Monday, June 01, 2015 12:02 PM
To: Maegan Bosak
Cc: Michael Harmon; Jay Sweeney; dgoerner@cityofsitka.com
Subject: Re: Comments on tidelands lease sale adjacent 263 Katlian Street

Maegan, I have done a walk through with the property owner. I cannot convince myself, that his proposal will interfere with ANB Harbor or the grid.

I'm a bit hesitant on even thinking about grid expansion. Eventually, all grids will be shutdown in the SOA. I don't know when, but it has occurred in the lower 48. It's slowly making its way here.

SDE

Sent from my iPhone us

On Jun 1, 2015, at 10:23 AM, Maegan Bosak <maegan@cityofsitka.com> wrote:

Hello,

In November of 2014, Bud Dodson requested a sale of tidelands adjacent his home at 263 Katlian Street. Scott sent the request around, asking for staff comments. From those comments, the proposed sale was denied.

Mr. Dodson approached Gorman last month asking about an appeal process of the decision to sell, which goes through the Planning Commission prior to the Assembly for concept.

Included in the Planning Commission packets, were staff comments of which Mr. Dodson may try to contact you to discuss. I am happy to sit in on those conversations and assist.

Just wanted to give you a heads up. Please see the attached staff comments.

Thanks,

Maegan Borak

Planning and Community Development Director

City and Borough of Sitka

907.747.1824

<staff comments 2.pdf>

<staff comments.pdf>

Previous city staff comments

Maegan Bosak

From: Michael Harmon <michael@cityofsitka.com>
Sent: Monday, November 17, 2014 5:45 PM
To: Scott Brylinsky
Cc: Jay Sweeney; Stan Eliason; Mark Gorman; Marlene Campbell; erin@cityofsitka.com; maegan@cityofsitka.com
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Scott,

I am not sure the Public Works really has any jurisdiction on this issue as it mainly impacts the Harbor Department and ultimately future planning/zoning and land management of CBS property. However, given my overall knowledge of doing projects, maintaining infrastructure, and understanding the value of waterfront/tideland access, I strongly agree with the majority of Marlene's comments. We are really struggling to have enough waterfront access and property that is not seriously encumbered by oddities many of which we have created onto ourselves by selling important tidelands.

MICHAEL HARMON, P.E.

Public Works Director
City and Borough of Sitka
100 Lincoln Street
Sitka, AK 99835
Office 907-747-1823
Fax 907-747-3158
michael@cityofsitka.com

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

From: Marlene Campbell
Sent: Monday, November 17, 2014 2:31 PM
To: Scott Brylinsky; erin@cityofsitka.com; maegan@cityofsitka.com
Cc: Michael Harmon; Jay Sweeney; Stan Eliason; Mark Gorman
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

One of my jobs since 1987 has been Coastal Management Coordinator under the CBS Coastal Management Plan. Although the ACMP has been eliminated, CBS has continued to maintain the enforceable policies of the Sitka Coastal Management Program by ordinance. The Sitka Coastal Plan recognizes the unique value of tidelands. Almost all Alaska tidelands are owned by the State of Alaska, with the exception of a few privately owned properties and the City and Borough of Sitka's tidelands in the Sitka downtown area.

The value of these tidelands far exceeds the square foot value, and enables CBS to utilize its tidelands for, among other things, the City's small boat harbor system (largest in the state) and seafood processing. The grid is used by recreational, commercial, and subsistence vessels from small skiffs to large fishing boats, on a year-round basis, for both regular maintenance and emergency use. Persons using the grid must be able to get to, from, and around the area of the grid, including the proposed sale area and the road, to adequately access and work on their vessels under all tide conditions. Maintaining the maximum amount of tidelands and adjacent uplands under and around all portions of the grid, from the street to the channel, is basic to being able to utilize it effectively. I consider the area proposed for surplus is an integral part of this tidelands complex and is an essential part of the City's waterfront facilities; it is not surplus to the City's needs.

I have gone on record repeatedly stating that the very limited tidelands owned by the City and Borough of Sitka are a precious and limited resource that should never be sold except in rare circumstances where the tidelands are no longer serving a tidelands function and are in fact surplus to the needs of the City and the public. The tidelands adjacent to the City's seaplane facility area which were sold to a private party for a very small sum are a prime example of this critical resource, which has continued to cause problems in the area and limit the potential for the City to more productively use these tidelands and uplands in the future for City purposes. The City has so few shoreline areas in developable

locations, that their value to CBS could be much higher in the future, and perhaps the tidelands could be essential to future development. I would therefore recommend that CBS functional tidelands, in general, should never be sold, and even if leased CBS should have the ability to terminate the lease at some point. This suggestion would not apply to already filled tidelands which may only benefit the uplands property owner.

Thanks for the opportunity to comment. --Marlene

Marlene A. Campbell

Government Relations Director
City and Borough of Sitka
100 Lincoln St.
Sitka, AK 99835
voice: 907-747-1855 fax: 907-747-7403
campbell@cityofsitka.com

From: Scott Brylinsky [<mailto:planningdirector@cityofsitka.com>]
Sent: Wednesday, November 12, 2014 9:59 AM
To: deptheads@cityofsitka.com
Cc: erin@cityofsitka.com; 'Maegan Bosak'
Subject: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Dear Department Heads,

A party has expressed interest in acquiring a parcel of city tidelands. The parcel is adjacent to 263 Katlian Avenue. It is not yet a "parcel," formally speaking, but rather an approximation of a parcel which would be created after a survey and replat. Nonetheless, for this early step in the process it seems the attached drawing showing the approximate boundaries is sufficient. The parties offering to purchase the tidelands state their intent is to fill the tidelands and relocate the dwelling, now on 263 Katlian Ave, to the filled tidelands. Note that the parcel under review is adjacent to the city grid.

Like most land sales, this proposal will also receive formal review by the Historic Preservation Commission and the Ports and Harbors Commission.

Before proceeding with a process to possibly dispose of these tidelands, a necessary step is to determine if they are surplus to the city's needs.

Therefore, I ask department heads to advise the Planning Department as to whether this parcel is surplus to their department's needs. Additionally, even if it is surplus to your department's needs, please advise if you are aware of a reason why it might be in the city's interest to retain these tidelands in the city lands inventory.

Please respond by Thursday November 20, or let me know if you need more time. If we receive no response from a department, the Planning Department will consider there to be "no objection" to disposing of the property.

Feel free to give a call if you would like more information or if there are any questions. Thank you.

Sincerely,
Scott

Scott Brylinsky
Interim Planning Director
City and Borough of Sitka
100 Lincoln Street, Sitka, AK 99835

Maegan Bosak

From: Chris Brewton <chrisb@cityofsitka.com>
Sent: Wednesday, November 19, 2014 10:01 AM
To: 'Stan Eliason'; 'Jay Sweeney'
Cc: 'Scott Brylinsky'; deptheads@cityofsitka.com; erin@cityofsitka.com; 'Maegan Bosak'; 'Dan Tadic'; 'Michael Harmon'
Subject: RE: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

Scott,

Other issue that may arise is the float home locations which are very near this location. There will be required infrastructure upgrades necessary to get sewer to the floats and not sure what the best route would be at this point.

c

From: Stan Eliason [<mailto:stan@cityofsitka.com>]
Sent: Wednesday, November 12, 2014 12:14 PM
To: Jay Sweeney
Cc: Scott Brylinsky; deptheads@cityofsitka.com; erin@cityofsitka.com; Maegan Bosak; Dan Tadic; Michael Harmon
Subject: Re: tidelands parcel adjacent to 263 Katlian Ave. - surplus to city's needs?

I agree with Jay.

Sent from my iPhone us

On Nov 12, 2014, at 12:04 PM, Jay Sweeney <jay@cityofsitka.com> wrote:

Scott,

One thing that strikes me immediately is the proximity of the subject tidelands to the City Grid. The City Grid is scheduled for renovation in 2031 as part of the Municipal Harbor Master Plan. If any element of the renovation involves redesign or expansion of the Grid, there is a possibility that some element of the adjacent tidelands could be affected. If control is lost, access to those tidelands would be much more difficult to obtain.

From my perspective, I see no reason to want to dispose of the tidelands at this time.

Regards,

Jay

John P. Sweeney III

John P. ("Jay") Sweeney III
Finance Director
City and Borough of Sitka

Memorandum

TO: Wells Williams, Planning Director

FROM: Randy Hughes, Assessing Director

SUBJECT: Forrest Dodson & Mary J. Holzman inquiry regarding proposed purchase of City of Sitka owned tidelands.

DATE: October 29, 2014

Per your request, I have reviewed the following described property:

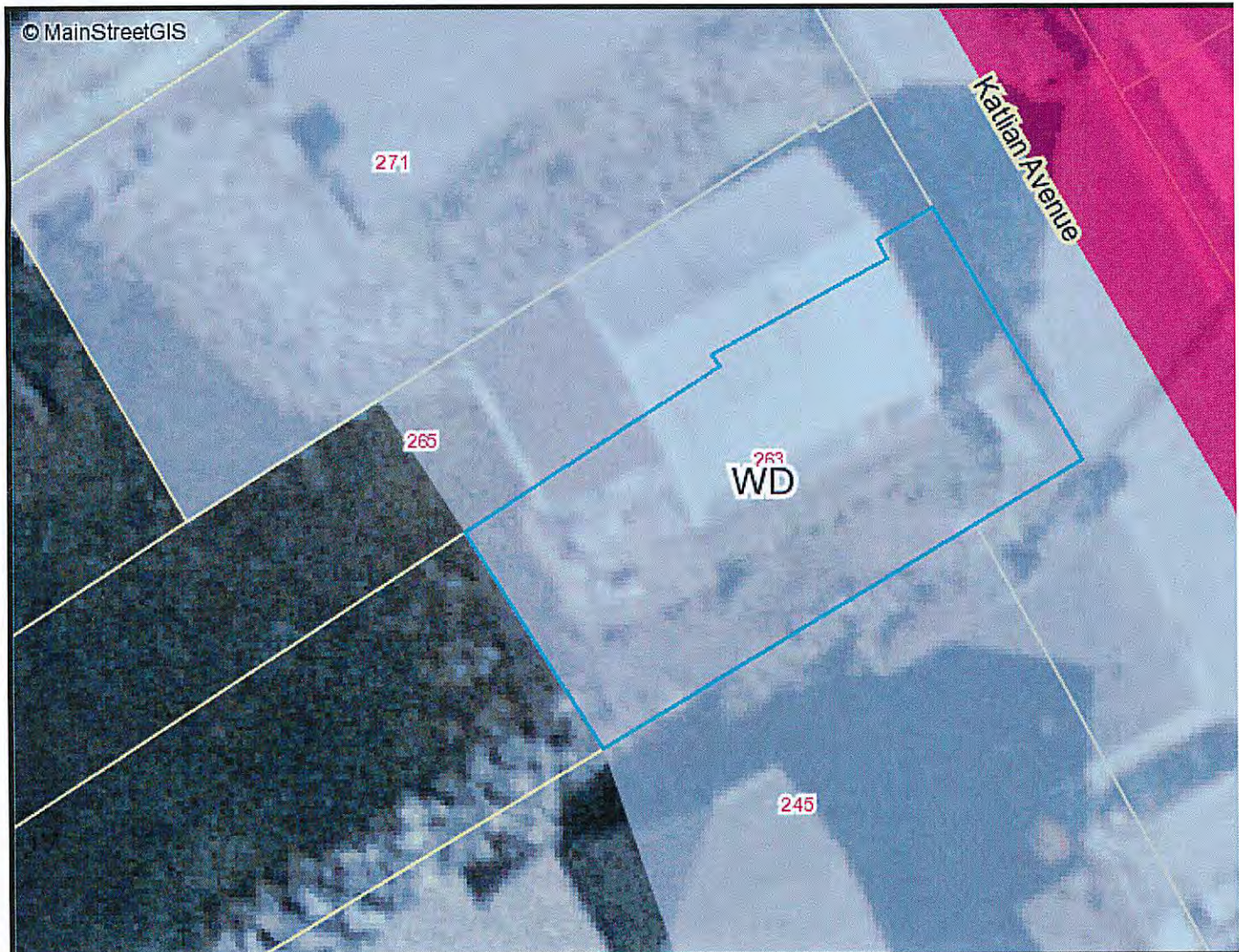
Approximately 1800 square feet of tidelands located seaward of 263 Katlian Avenue (Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542, including a portion of Alaska Tidelands Survey No. 15).

Tideland leases in this area are valued from \$7.70 per square foot for unfilled/submerged tidelands to \$25.85 per square foot for filled tidelands.

Due to the mild sloping nature of this property I would estimate the value at 40% of the filled tidelands value of \$25.85, or \$10.34 per square foot.

Recommended conclusions of value as follows:

Approximately 1800 square feet of unfilled tidelands with a value of \$10.34 per square foot for a total estimated market value of **\$18,612** ($1800 \times 10.34 = 18,612$).



© MainStreetGIS



1 in = 19.23 ft

Printed on 5/19/2015
Last update: Property information Daily, GIS parcel lines 9/1/2014

This map is for informational purposes only. It is not for appraisal of, description of, or conveyance of land. The City of Sitka, Alaska and MainStreetGIS assume no legal responsibility for the information contained herein.

Dodson / Holzman
Tidelands Land Sale
263 Katlian Street

CITY AND BOROUGH OF SITKA
Planning Commission
Minutes of Meeting
June 2, 2015

Present: Chris Spivey (Vice Chair); Debra Pohlman (Member); Darrell Windsor (Member), Randy Hughey (Member), Carole Gibb (Planner I), Maegan Bosak (Planning & Community Development Director)

Absent: Richard Parmelee (Chair)

Members of the Public: Sheila Finkenbinder, Robert Woolsey, Jeremy Twaddle, Pat O'Neill, John Stein, Forrest Dodson, Mary J. Holzman, Andrew Thoms, Bruce Pauley, Jerald Neel, city staff Will Stortz, (Building Official) Dave Miller, (Fire Chief) Dale Goerner (Electric Department Acting Director).

Acting Chair Spivey called the meeting to order at 7:02 p.m.

Roll Call:

PRESENT: 4 –Spivey, Windsor, Hughey, Pohlman (arrived at 7:03)

Consideration of the Minutes from the May 13 and May 19, 2015 meetings:

MOTION: M/S WINDSOR/HUGHEY moved to approve the meeting minutes for May 13 and May 19, 2015.

ACTION: Motion **PASSED unanimously 3-0** on a voice vote.

The evening business:

TIDELANDS SALE
263 KATLIAN STREET
FORREST DODSON AND MARY J. HOLZMAN

Public hearing and consideration of an appeal of a proposed tidelands sale 263 Katlian Street. The proposed sale is for 2160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.

STAFF REPORT: Bosak outlined the project and read recently-submitted staff comments in favor of the sale from Stan Eliason, Harbormaster, and Dale Goerner, Acting Electric Department Director. She reported that Mr. Dodson's intent was to reconstruct the house on the tidelands behind the current house site, and then create parking and a yard adjacent to Katlian Street in the area currently occupied by the house. Mr. Dodson had mentioned possibly trying to purchase a portion of the tidelands which is not directly behind the house to allow him to shift the house to

the north, but Bosak stated she wouldn't recommend that lateral shift because it moved the house closer to the municipal boat grid.

APPLICANT: Forrest Dodson described the intent to restore the historic house, and pointed out that his plan was to develop the tidelands parcel similar to the adjacent property, owned by BIHA. He also stated that it would be an improvement to the parcel, and to the Katlian neighborhood, which is currently undergoing a revitalization effort.

COMMISSIONER DELIBERATION: Commissioner Windsor asked Bosak what objections the city has or had regarding the sale of tidelands. Bosak said with any tidelands sale, it is helpful to weigh whether the city is giving up valuable public access to the waterfront, or selling an asset that is expected to appreciate substantially in the future, but the most recent comments from city staff suggest this sale is justified, especially considering the similar development on the neighboring property (BIHA), and because the proposed tidelands are directly behind and adjacent to the house, so they wouldn't be considered valuable in terms of public access. Windsor mentioned that the project creates additional parking, and more parking in that neighborhood is a good thing. Spivey observed that this purchase would generate income for the city. Hughey agreed that it made sense to sell the tidelands as long as the area sold was directly behind, and in line with the house, rather than allowing a lateral shift.

PUBLIC COMMENT: John Stein, former City Administrator spoke in favor of selling the proposed tidelands.

MOTION: M/S HUGHEY/WINDSOR moved to recommend approval of the concept tidelands sale at 263 Katlian Street. The proposed sale is for 2,160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.

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

**MINOR SUBDIVISION
LOT A, BAHOVEC ADDITION NO. 1, BARANOF WARM SPRINGS
CHRISTINE LUNDSTEDT**

Public hearing and consideration of a concept plat for a minor subdivision of Lot A, Bahovec Addition No. 1, Baranof Warm Springs. The request is filed by Christine Lundstedt. The owner of record is Christine Lundstedt.

STAFF REPORT: Bosak described the project.

APPLICANT: Pat O'Neill spoke on behalf of Christine Lundstedt, explaining that the applicant had agreed to sell a small portion of her land to a neighbor. He said it was a small, but level site, conducive to building a small cabin.

COMMISSIONER DELIBERATION: Commissioner Hughey confirmed that in a Recreational Zone, there is no minimum lot size. Bosak confirmed that there were no comments received from neighbors.

PUBLIC COMMENT: No public comment.

MOTION: M/S POHLMAN/WINDSOR moved to recommend approval of a concept plat for minor subdivision of Lot A, Bahovec Addition No. 1, Baranof Warm Springs. The request is filed by Christine Lundstedt. The owner of record is Christine Lundstedt.

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

**ACCESSORY DWELLING UNIT
1301 EDGE CUMBE DRIVE
ROBERT WOOLSEY**

Public hearing and consideration of an Accessory Dwelling Unit conditional use permit at 1301 Edgecumbe Drive. The property is also known as Lot 1 of the Old City Shops Subdivision. The request is filed by Robert Woolsey. The owner of record is Robert Woolsey.

STAFF REPORT: Bosak explained the proposed ADU is a 120 sq. ft. structure is on a chassis which would have a permanent hook up to city utilities on a large R1 lot on Edgecumbe Drive. She described questions this project raises regarding ADUs, RVs as homes, tiny homes on wheels, concerns regarding building code, and related issues.

APPLICANT: Robert Woolsey said the structure was built through a partnership with the Sitka Conservation Society, the high school career and tech program, and the U.S. Forest Service. His home is on a 18,000 sq. ft. lot, with a separate driveway built to the site for the ADU. He had an open house to answer questions from neighbors. He said although the structure is on a trailer, it is not built or conceived as an RV. It is stick-built and substantive, and is designed as housing, rather than as a RV.

COMMISSIONER DELIBERATION: Commissioners asked for comments from the Building Official and Fire Chief.

Fire Chief Dave Miller commented that he is in support of small homes, but his concern is with a structure that doesn't meet building code, and especially egress. He described a sprinkler test conducted by his department and described his own experience regarding recent deaths caused by fire in Sitka. His conclusion was that if a fire starts in a small structure like this one, especially by the door, and there isn't another way out, that creates a serious hazard to life and safety.

William Stortz stated that a 120 sq. ft. structure would not meet code as a dwelling in multiple ways, including but not limited to egress. He explained that building code sets interior space minimums for habitable rooms, and mentioned that, for example, kitchen counters require 30 inches of clear space in front of them. To meet such codes, a one-bedroom house would be a minimum of about 350 sq. ft. and an efficiency would come to approximately 250 square feet.

He said in the case of RV's, a RV is required to meet standards involving egress capacity, plumbing, wiring, life safety issues. Stortz said if the structure qualified as an RV—which it does not—Sitka General Code 6.12 allows an RV to be inhabited as a dwelling for a maximum of 180 days.

PUBLIC COMMENT: Bruce Pauley, a neighbor, considers this structure a travel trailer because it has wheels, a chassis, a tongue and a hitch, and he said he doesn't believe it should be allowable housing in a R1 zone.

Sheila Finkenbinder said she likes the idea, and the structure looks like a house, not an RV. Andrew Thoms explained that the structure is a stick frame house that is built on a trailer not for the purposes of recreational travel, but to allow it to be moved to a permanent location. The structure itself fits in with the character of a residential neighborhood, as it is built with young growth spruce, and sheathed with cedar shingle siding.

Woolsey stated that the structure is not a travel trailer, but is built with materials and based on design plans for a home that will stay in place, rather than as a mobile home or RV.

COMMISSIONER DELIBERATION: Commissioners said they were not in favor of permitting something that does not meet code for safety, and also felt reluctant to consider permitting something that isn't an actual dwelling under city building code.

Commissioner Hughey said with reference to the structure being on a chassis, this tiny home is built in a way that distinguishes it from a travel trailer or RV and he feels it does fit into the character and look of a residential area, which is a relevant zoning concern. He said to address these building code issues, the high school could develop their program so that they are constructing tiny homes that meet code.

**ZONING TEXT CHANGE 22.24.010 B
ALLOWING B&BS IN AN OWNER-OCCUPIED UNIT OF TWO-FAMILY DWELLING
CITY AND BOROUGH OF SITKA**

Public hearing and consideration of a proposed zoning text amendment to modify SGC Ch 22.24.010 B allowing for a bed and breakfast to be located only in an owner-occupied single-family dwelling or in an owner-occupied unit of a two-family dwelling. The request is filed by the City and Borough of Sitka.

STAFF REPORT: Bosak gave background on the proposed zoning text change and shared that the department had received two letters in support of the change.

COMMISSIONER DELIBERATION: Commissioners discussed the merits of the proposal.

PUBLIC COMMENT: John Stein spoke in support of liberalizing B&Bs. Sheila Finkenbinder had applied for the zoning text change which preceded this one. She stated that she appreciated the city's efforts, and feels that if B&Bs were allowed in the owner-occupied portion of a duplex, it would encourage small-scale home sharing.

MOTION: M/S HUGHEY/POHLMAN moved to recommend approval of a proposed zoning text amendment to modify SGC Ch 22.24.010 B allowing for a bed and breakfast to be located only in an owner-occupied single-family dwelling or in an owner-occupied unit of a two-family dwelling. The request is filed by the City and Borough of Sitka.

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

**MINOR SUBDIVISION
MOUNTAINVIEW SUBDIVISION 180 PRICE STREET
MOUNTAINVIEW ESTATES, LLC**

Public hearing and consideration of a concept plat for a minor subdivision at 180 Price Street. The property is also known as Tract 1, Mountainview Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountainview Estates, LLC.

STAFF REPORT: Bosak described the project.

APPLICANT: Jeremy Twaddle confirmed that he is planning to build a shop where he can store equipment, and have some bays to rent out for others to use. Discussion commenced regarding site features and access.

COMMISSIONER DELIBERATION: Commissioners had no further questions.

PUBLIC COMMENT: No public comment.

MOTION: M/S WINDSOR/POHLMAN moved to recommend approval of a concept plat for a minor subdivision at 180 Price Street. The property is also known as Tract 1, Mountainview Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountainview Estates, LLC.

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

DIRECTORS REPORT: Bosak gave a brief report on planning office matters including B&B zoning text change research, interest in and inquiries regarding tiny home, and enforcement issues.

PUBLIC COMMENT: No public comment.

MOTION: M/S HUGHEY/WINDSOR moved to adjourn at 8:48 pm.

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

Chris Spivey, Acting Chair

Carole Gibb, Secretary



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, June 23, 2015 on the following items:

Public hearing and consideration of an appeal of a proposed tidelands sale 263 Katlian Street. The proposed sale is for 2,160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.

The Assembly may take action on June 23, 2015. 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.

Proposed Tidelands Sale at 263 Katlian Street:

The applicant is requesting the purchase of 2,160 square feet of city-owned tidelands adjacent to the back portion of his lot at 263 Katlian Street. The intent is to fill the tidelands parcel, and restore and move the house onto the newly acquired area. Then once the house is relocated, the vacated area would be developed into parking and a yard adjacent to Katlian Street. The property is zoned Waterfront District.

Parcel ID: 16060000
 SULSER/HEIM KATHERINE/LINDA
 PIONEER BAR
 SULSER, KATHERINE/HEIM, LINDA
 P.O. BOX 599
 SITKA AK 99835-0599

Parcel ID: 16066000
 HOWARD ELI
 % RAY NIELSEN(206)774-562
 HOWARD, ELI
 4735 200TH ST SW, APT 104
 LYNNWOOD WA 98036

Parcel ID: 16070000
 LUCAS KAREN
 LUCAS, KAREN, J.
 224 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16075000
 KATHLIAN RICHARD
 R&D.COOK,M.KATHLEAN,E.JOH
 PETERS, CAROL
 3500 GOLIAD RD, LOT 279
 SAN ANTONIO TX 78223

Parcel ID: 16080000
 GUANZON/DOWNS/LEONARD GENEVIEVE/D./A.
 LEONARD, ANITA/GUANZON, G
 GUANZON, GENEVIEVE, H.
 2329 EUREKA, APT D3
 ANCHORAGE AK 99503

Parcel ID: 16085000
 PLAISANCE KEVIN/MARIFE
 PLAISANCE, KEVIN & MARIFE
 P.O. BOX 152
 SITKA AK 99835-0152

Parcel ID: 16090000
 HEYBURN THERESA
 HEYBURN, THERESA
 207 MONASTERY ST
 SITKA AK 99835

Parcel ID: 16095000
 HEYBURN THERESA
 HEYBURN, THERESA
 207 MONASTERY ST
 SITKA AK 99835

Parcel ID: 16100000
 LUCAS KAREN
 LUCAS, KAREN, J.
 224 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16105000
 STOCKEL DAN/GRECHEN
 STOCKEL, DAN & GRECHEN
 P.O. BOX 1172
 SITKA AK 99835-1172

Parcel ID: 16120000
 MCNITT BRIAN
 MCNITT, BRIAN
 10 MAKSOUTOFF ST
 SITKA AK 99835

Parcel ID: 16125000
 MATTINGLY/BERGEY TOI
 MATTINGLY, TOM & BERI
 P.O. BOX 624
 SITKA AK 99835-0624

Parcel ID: 16130000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16140000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16150000
 NORTH PACIFIC SEAFOOD
 NORTH PACIFIC SEAFOOD
 4 NICKERSON ST, STE 40
 SEATTLE WA 98109

Parcel ID: 16155000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16160000
 WHITE JACOB
 WHITE, JACOB
 P.O. BOX 361
 HOONAH AK 99829-0361

Parcel ID: 16165000
 JOSEPH ANNIE
 JOSEPH, ANNIE, Y.
 P.O. BOX 684
 SITKA AK 99835-0684

Parcel ID: 16170000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16175000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16180000
 MILLER LUIS
 MILLER, LUIS (CHUCK)
 314 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16190000
 NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109

Parcel ID: 16195000
 DIDRICKSON DONALD/ROXYANN
 DIDRICKSON, DONALD/ROXYANN
 361 KAAGWAANTAN ST.
 SITKA AK 99835

Parcel ID: 16200000
 NORTH PACIFIC SEAFOOD
 NORTH PACIFIC SEAFOOD
 4 NICKERSON ST, STE 40
 SEATTLE WA 98109

Parcel ID: 16315000
 MAYO/SHEN MICHAEL/XIAOYAN
 MAYO, MICHAEL, J. & SHEN, XIAOYAN
 244 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16320000
 MAYO/SHEN MICHAEL/XIAOYAN
 MAYO, MICHAEL, J. & SHEN, XIAOYAN
 244 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16325000
 JACK JENNIE
 CROPLEY, F/HOWARD, N/I
 JACK, JENNIE%WILLARD
 C/O 256 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16345000
 JIMMY HARRY
 JIMMY, HARRY
 P.O. BOX 986
 SITKA AK 99835-0986

Parcel ID: 16350000
 SKEELE/CAFFREY JOHN/ELIZABETH
 SKEELE, JOHN/CAFFREY, ELIZABETH
 262 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16360000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH
 278 KOGWANTON ST., #2
 SITKA AK 99835

Assembly Mailing
 Sent 6/12/15

Dodson / Holzman
 Tidelands Land Sale
 263 Katlian Street

Parcel ID: 16365000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16370000
 JOHN ESTATE LILLY
 JOHN, KITKA, HOGBERG % E. HE
 JOHN, LILLY ESTATE % HOOLIS, WALLACE,
 P.O. BOX 338
 HAINES AK 99827-0338

Parcel ID: 16380000
 MCGRAW TIMOTHY/LYDIA
 MCGRAW, TIMOTHY/LYDIA
 288 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16385000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16395000
 CUENIN ROBERT/VIRGINIA
 CUENIN, ROBERT/VIRGINIA/CHAMBERS, MARY
 2121 FALCON RIDGE DR
 PETALUMA CA 94954

Parcel ID: 16400000
 BARANOF ISLAND HOUSING AUT
 BARANOF ISLAND HOUSING AUT
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16420000
 CARLSON CALVIN
 CARLSON, CALVIN
 332 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16425000
 ALLEN DENNIS
 ALLEN, DENNIS, C.
 336 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16430000
 CARLSON ADRIANNE
 CARLSON, ADRIANNE
 332 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16440000
 UNION OIL CO.
 ATTN: TAX DIVISION
 UNION OIL CO.
 P.O. BOX 285
 HOUSTON TX 77001-0285

Parcel ID: 16445000
 HANDY JIMMY DEE/SAORI
 HANDY, JIMMY DEE & SAORI, M.
 350 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475018
 PHILLIPS/PIEDRA JORDAN/MERC
 PHILLIPS, JORDAN/PIEDRA, MER
 356 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16475019
 THOMAS ROSEMARY
 THOMAS, ROSEMARY, F.
 254 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16475020
 BARANOF ISLAND HOUSING AUTHORITY
 BARANOF ISLAND HOUSING AUTHORITY
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475021
 YOUNG GAYLE
 YOUNG, GAYLE, L.
 250 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475022
 BARANOF ISLAND HOUSING AUTHORITY
 BARANOF ISLAND HOUSING AUTHORITY
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475023
 JOHNSON/SAM, SR. AUDREY/GILBERT
 AUDREY JOHNSON & GILBERT SAM, SR.
 246 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475024
 BARANOF ISLAND HOUSING AUT
 BARANOF ISLAND HOUSING AUT
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475025
 NANCE MARK/HEIDI
 NANCE, MARK, A./HEIDI, L.
 234 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550014
 DELONG JOHN/BARBARA
 DELONG, JOHN & BARBARA
 264 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550016
 DELONG JOHN/BARBARA
 DELONG, JOHN, R./BARBARA
 264 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550020
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550022
 GIBSON HARRY/PAMELA
 GIBSON, HARRY, J./PAMELA, J.
 P.O. BOX 9460
 KETCHIKAN AK 99901-9460

Parcel ID: 16550032
 UNION OIL CO. OF CALIFORNIA
 CHEVRON PROPERTY TAX DEPT
 UNION OIL CO. OF CALIFORNIA
 P.O. BOX 285
 HOUSTON TX 77001-0285

Parcel ID: 16550034
 UNION OIL CO. OF CALIFORNIA
 CHEVRON PROPERTY TAX DEPT
 UNION OIL CO. OF CALIFORNIA
 P.O. BOX 285
 HOUSTON TX 77001-0285

Parcel ID: 16675000
 CITY & BOROUGH OF SITKA
 (BAILEY'S MARINE)
 C/B OF SITKA
 100 LINCOLN ST
 SITKA AK 99835

Parcel ID: 16675001
 C/B OF SITKA
 BETWEEN OLD BAILEYS & KAT
 C/B OF SITKA
 100 LINCOLN ST
 SITKA AK 99835

Parcel ID: 16690000
 CITY & BOROUGH OF SITKA
 ANB BOAT HARBOR
 C/B OF SITKA

Parcel ID: 16695000
 ALASKA NATIVE BROTHERHOOD
 ALASKA NATIVE BROTHERHOOD

Parcel ID: 16710000
 BARANOF ISLAND HOUSING AUT
 BIHA OFFICE
 BARANOF ISLAND HOUSING AUT

100 LINCOLN ST
SITKA AK 99835

235 KATLIAN AVE, STE A
SITKA AK 99835

245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUST
DODSON, FORREST, & HOLZMAN, MARY
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SITKA
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SITKA
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16758000
HAMES CORPORATION
(TIDELANDS EXCHANGE SUBDV
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 16770000
NORTH PACIFIC SEAFOODS, INC.
NORTH PACIFIC SEAFOODS, INC.
4 NICKERSON ST, STE 400
SEATTLE WA 98109



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

Sitka Planning Commission Agenda

Tuesday, June 2, 2015

Held at the Sitka Fire Hall
209 Lake Street, Sitka, Alaska
7:00pm

- I. CALL TO ORDER AND ROLL CALL
- II. CONSIDERATION OF THE AGENDA
- III. CONSIDERATION OF THE MINUTES FROM May 19, 2015
- IV. THE EVENING BUSINESS
 - A. **Public hearing and consideration of an appeal of a proposed tidelands sale 263 Katlian Street. The proposed sale is for 2160 square feet of tidelands adjacent to the back portion of the existing lot. The property is also known as Lot 14, Block 5, Sitka Indian Village, U.S. Survey No. 2542. The request is filed by Forrest Dodson and Mary J. Holzman. The owners of record are Forrest Dodson and Mary J. Holzman.**
 - B. Public hearing and consideration of a minor subdivision of Lot A, Bahovec Addition No. 1, Baranof Warm Springs. The request is filed by Christine Lundstedt. The owner of record is Christine Lundstedt.
 - C. Public hearing and consideration of an Accessory Dwelling Unit conditional use permit at 1301 Edgecumbe Drive. The property is also known as Lot 1 of the Old City Shops Subdivision. The request is filed by Robert Woolsey. The owner of record is Robert Woolsey.
 - D. Public hearing and consideration of a proposed zoning text amendment to modify SGC Ch 22.24.010 B allowing for a bed and breakfast to be located only in an owner-occupied single-family dwelling or in an owner-occupied unit of a two-family dwelling. The request is filed by the City and Borough of Sitka.
 - E. Public hearing and consideration of a concept plat for a minor subdivision at 180 Price Street. The property is also known as Tract 1, Mountainview Subdivision. The request is filed by Jeremy Twaddle. The owner of record is Mountainview Estates, LLC.
- V. PLANNING DIRECTOR'S REPORT
- VI. PUBLIC BUSINESS FROM THE FLOOR
- VII. 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 carole@cityofsitka.com, or faxed to (907) 747-6138. Those with questions may call (907) 747-1814.

Publish: May 26 and May 28

Providing for today...preparing for tomorrow

Parcel ID: 16060000
**SULSER/HEIM KATHERINE/LINDA
 PIONEER BAR
 SULSER, KATHERINE/HEIM, LINDA
 P.O. BOX 599
 SITKA AK 99835-0599**

Parcel ID: 16066000
**HOWARD ELI
 % RAY NIELSEN(206)774-562
 HOWARD, ELI
 4735 200TH ST SW, APT 104
 LYNNWOOD WA 98036**

Parcel ID: 16070000
**LUCAS KAREN
 LUCAS, KAREN, J.
 224 KATLIAN AVE
 SITKA AK 99835**

Parcel ID: 16075000
**KATHLIAN RICHARD
 R&D.COOK,M.KATHLEAN,E.JOH
 PETERS, CAROL
 3500 GOLIAD RD, LOT 279
 SAN ANTONIO TX 78223**

Parcel ID: 16080000
**GUANZON/DOWNS/LEONARD GENEVIEVE/D.IA.
 LEONARD, ANITA/GUANZON, G
 GUANZON, GENEVIEVE, H.
 2329 EUREKA, APT D3
 ANCHORAGE AK 99503**

Parcel ID: 16085000
**PLAISANCE KEVIN/MARIFE
 PLAISANCE, KEVIN & MARIFE
 P.O. BOX 152
 SITKA AK 99835-0152**

Parcel ID: 16090000
**HEYBURN THERESA
 HEYBURN, THERESA
 207 MONASTERY ST
 SITKA AK 99835**

Parcel ID: 16095000
**HEYBURN THERESA
 HEYBURN, THERESA
 207 MONASTERY ST
 SITKA AK 99835**

Parcel ID: 16100000
**LUCAS KAREN
 LUCAS, KAREN, J.
 224 KATLIAN AVE
 SITKA AK 99835**

Parcel ID: 16105000
**STOCKEL DAN/GRECHEN
 STOCKEL, DAN & GRECHEN
 P.O. BOX 1172
 SITKA AK 99835-1172**

Parcel ID: 16120000
**MCNITT BRIAN
 MCNITT, BRIAN
 10 MAKSOUTOFF ST
 SITKA AK 99835**

Parcel ID: 16125000
**MATTINGLY/BERGEY TOM/ANITA
 MATTINGLY, TOM & BERGEY, AN
 P.O. BOX 624
 SITKA AK 99835-0624**

Parcel ID: 16130000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16140000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16150000
**NORTH PACIFIC SEAFOODS, INC
 NORTH PACIFIC SEAFOODS, INC
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16155000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16160000
**WHITE JACOB
 WHITE, JACOB
 P.O. BOX 361
 HOONAH AK 99829-0361**

Parcel ID: 16165000
**JOSEPH ANNIE
 JOSEPH, ANNIE, Y.
 P.O. BOX 684
 SITKA AK 99835-0684**

Parcel ID: 16170000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16175000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16180000
**MILLER LUIS
 MILLER, LUIS (CHUCK)
 314 KATLIAN AVE
 SITKA AK 99835**

Parcel ID: 16190000
**NORTH PACIFIC SEAFOODS, INC.
 NORTH PACIFIC SEAFOODS, INC.
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16195000
**DIDRICKSON DONALD/ROXYANN
 DIDRICKSON, DONALD/ROXYANN
 361 KAAGWAANTAN ST.
 SITKA AK 99835**

Parcel ID: 16200000
**NORTH PACIFIC SEAFOODS, INC
 NORTH PACIFIC SEAFOODS, INC
 4 NICKERSON ST, STE 400
 SEATTLE WA 98109**

Parcel ID: 16315000
**MAYO/SHEN MICHAEL/XIAOYAN
 MAYO, MICHAEL, J. & SHEN, XIAOYAN
 244 KOGWANTON ST
 SITKA AK 99835**

Parcel ID: 16320000
**MAYO/SHEN MICHAEL/XIAOYAN
 MAYO, MICHAEL, J. & SHEN, XIAOYAN
 244 KOGWANTON ST
 SITKA AK 99835**

Parcel ID: 16325000
**JACK JENNIE
 CROPLEY,F/HOWARD,N/MULLIG
 JACK,JENNIE%WILLARD,M/K/J,C
 C/O 256 KATLIAN AVE
 SITKA AK 99835**



Parcel ID: 16345000
 JIMMY HARRY
 JIMMY, HARRY
 P.O. BOX 986
 SITKA AK 99835-0986

Parcel ID: 16350000
 SKEELE/CAFFREY JOHN/ELIZABETH
 SKEELE, JOHN/CAFFREY, ELIZABETH
 262 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16360000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST., #2
 SITKA AK 99835

Parcel ID: 16365000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16370000
 JOHN ESTATE LILLY
 JOHN,KITKA,HOGBERG % E.HE
 JOHN, LILLY ESTATE%HOOLIS,WALLACE,
 P.O. BOX 338
 HAINES AK 99827-0338

Parcel ID: 16380000
 MCGRAW TIMOTHY/LYDIA
 MCGRAW, TIMOTHY/LYDIA
 288 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16385000
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16395000
 CUENIN ROBERT/VIRGINIA
 CUENIN, ROBERT/VIRGINIA/CHAMBERS, MARY
 2121 FALCON RIDGE DR
 PETALUMA CA 94954

Parcel ID: 16400000
 BARANOF ISLAND HOUSING AUT
 BARANOF ISLAND HOUSING AUT
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16420000
 CARLSON CALVIN
 CARLSON, CALVIN
 332 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16425000
 ALLEN DENNIS
 ALLEN, DENNIS, C.
 336 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16430000
 CARLSON ADRIANNE
 CARLSON, ADRIANNE
 332 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16440000
 UNION OIL CO.
 ATTN: TAX DIVISION
 UNION OIL CO.
 P.O. BOX 285
 HOUSTON TX 77001-0285

Parcel ID: 16445000
 HANDY JIMMY DEE/SAORI
 HANDY, JIMMY DEE & SAORI, M.
 350 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475018
 PHILLIPS/PIEDRA JORDAN/MERC
 PHILLIPS, JORDAN/PIEDRA, MER
 356 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16475019
 THOMAS ROSEMARY
 THOMAS, ROSEMARY, F.
 254 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16475020
 BARANOF ISLAND HOUSING AUTHORITY
 BARANOF ISLAND HOUSING AUTHORITY
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475021
 YOUNG GAYLE
 YOUNG, GAYLE, L.
 250 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475022
 BARANOF ISLAND HOUSING AUTHORITY
 BARANOF ISLAND HOUSING AUTHORITY
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475023
 JOHNSON/SAM, SR. AUDREY/GILBERT
 AUDREY JOHNSON & GILBERT SAM, SR.
 246 KOGWANTON ST.
 SITKA AK 99835

Parcel ID: 16475024
 BARANOF ISLAND HOUSING AUT
 BARANOF ISLAND HOUSING AUT
 245 KATLIAN AVE
 SITKA AK 99835

Parcel ID: 16475025
 NANCE MARK/HEIDI
 NANCE, MARK, A./HEIDI, L.
 234 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550014
 DELONG JOHN/BARBARA
 DELONG, JOHN & BARBARA
 264 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550016
 DELONG JOHN/BARBARA
 DELONG, JOHN, R./BARBARA
 264 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550020
 GOLDSBURY ELIZABETH
 GOLDSBURY, ELIZABETH, L.
 278 KOGWANTON ST
 SITKA AK 99835

Parcel ID: 16550022
 GIBSON HARRY/PAMELA
 GIBSON, HARRY, J./PAMELA, J.
 P.O. BOX 9460
 KETCHIKAN AK 99901-9460

Parcel ID: 16550032
 UNION OIL CO. OF CALIFORNIA
 CHEVRON PROPERTY TAX DEPT
 UNION OIL CO. OF CALIFORNIA
 P.O. BOX 285
 HOUSTON TX 77001-0285

Parcel ID: 16550034
UNION OIL CO. OF CALIFORNIA
CHEVRON PROPERTY TAX DEPT
UNION OIL CO. OF CALIFORNIA
P.O. BOX 285
HOUSTON TX 77001-0285

Parcel ID: 16675000
CITY & BOROUGH OF SITKA
(BAILEY'S MARINE)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16675001
C/B OF SITKA
BETWEEN OLD BAILEYS & KAT
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16690000
CITY & BOROUGH OF SITKA
ANB BOAT HARBOR
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16695000
ALASKA NATIVE BROTHERHOOD
ALASKA NATIVE BROTHERHOOD
235 KATLIAN AVE, STE A
SITKA AK 99835

Parcel ID: 16710000
BARANOF ISLAND HOUSING AUT
BIHA OFFICE
BARANOF ISLAND HOUSING AUT
245 KATLIAN AVE
SITKA AK 99835

Parcel ID: 16720000
DODSON/HOLZMAN REV. LIVING TRUST
DODSON, FORREST, & HOLZMAN, MARY
P.O. BOX 6575
SITKA AK 99835-6575

Parcel ID: 16725000
CITY & BOROUGH OF SITKA
GRID EXTENSION
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16730000
CITY & BOROUGH OF SITKA
TIDELANDS EXCHANGE SUBDV
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16735000
CITY & BOROUGH OF SITKA
CITY GRID
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16740000
CITY & BOROUGH OF SITKA
(NEXT TO CITY GRID)
C/B OF SITKA
100 LINCOLN ST
SITKA AK 99835

Parcel ID: 16745000
WHITE JACOB
WHITE, JACOB
P.O. BOX 361
HOONAH AK 99829-0361

Parcel ID: 16750000
JOSEPH ANNIE
JOSEPH, ANNIE, Y.
P.O. BOX 684
SITKA AK 99835-0684

Parcel ID: 16758000
HAMES CORPORATION
(TIDELANDS EXCHANGE SUBDV
HAMES CORPORATION
208 LAKE ST, STE B
SITKA AK 99835

Parcel ID: 16770000
NORTH PACIFIC SEAFOODS, INC
NORTH PACIFIC SEAFOODS, INC
4 NICKERSON ST, STE 400
SEATTLE WA 98109



Legislation Details

File #: ORD 15-35S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/20/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Repealing Sitka General Code Chapter 4.09 "Sales Tax" Section 4.09.100Y. "Exemption for Persons Who Have Reached the Age of Sixty-Five" and establishing section 4.09.130 "Rebate of a portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship" (first reading)

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2015-35S](#)
[Ord 2015-35S Senior Citizen Sales Tax Rebate](#)

Date	Ver.	Action By	Action	Result
5/27/2015	1	City and Borough Assembly	POSTPONED	Pass

POSSIBLE MOTION

I MOVE TO approve Ordinance 2015-35S on first reading.

Note: This ordinance was postponed at the May 27 Assembly meeting so that a three person working group (Assembly members Hunter, Eisenbeisz, and Guevin) could meet and bring back a substitute ordinance for consideration.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-35S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA REPEALING SITKA GENERAL CODE CHAPTER 4.09 "SALES TAX" SECTION 4.09.100Y. "EXEMPTION FOR PERSONS WHO HAVE REACHED THE AGE OF SIXTY-FIVE" AND ESTABLISHING SECTION 4.09.130 "REBATE OF A PORTION OF SALES TAX FOR CERTAIN PERSONS WHO HAVE REACHED THE AGE OF SIXTY-FIVE AND ARE EXPERIENCING FINANCIAL HARDSHIP"

- 1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.
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 or circumstances shall not be affected thereby.
3. PURPOSE. The purpose of this ordinance is to eliminate the sales tax exemption for persons who have reached the age of sixty-five, and, to establish an annual sales tax rebate for persons who have reached the age of sixty five and are experiencing financial hardship.
4. ENACTMENT. The Assembly of the City and Borough of Sitka hereby repeals, in its entirety, Section 4.09.100 Y. "Exemption for Persons Who Have Reached the Age of Sixty-Five", and establishes Section 4.09.130, "Rebate of a Portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship", to read as follows (new language underlined, deleted language stricken):

Chapter 4.09 SALES TAX

- Sections:
4.09.010 Levy of sales tax.
4.09.020 Collection of tax.
4.09.030 Presumption of taxability—Sales price and purchase price.
4.09.040 Separate statement of tax—No advertising to absorb or refund tax.
4.09.100 Exemptions.
4.09.110 Residence construction tax refund.
4.09.120 Exemption from seasonal sales tax increase.
4.09.130 Rebate of a Portion of Sales Tax for Certain Persons Who Have Reached the Age of Sixty-Five and are Experiencing Financial Hardship

* * *

49 **4.09.100 Exemptions.**

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* * *

~~Y.—Exemption for Persons Who Have Reached the Age of Sixty-Five.~~

~~1.—Any person, sixty five years of age or older, who is a resident of the state of Alaska may apply for and be issued by the finance director a senior citizen sales tax exemption certificate which entitles the person, person’s spouse, or the person’s qualified domestic partner to be exempt from sales tax for the purchase of goods, services or rentals which are solely for the personal use or consumption of the person, person’s spouse, or the person’s qualified domestic partner. This exemption does not apply for purchases for the person, person’s spouse, or the person’s qualified domestic partner:~~

~~a.—For use in any trade or business, including but not limited to commercial fishing, or~~

~~b.—For purchase of alcoholic beverages, cigarettes, or other tobacco products.~~

~~2.—Definitions.~~

~~“Alcoholic beverage” includes beer, wine, and all other spirituous, vinous, malt and other fermented or distilled liquid intended for human consumption and contains one-half of one percent or more of alcohol by volume, for which a license or permit for its sale or barter is required by AS 04, entitled “Alcoholic Beverages.”~~

~~“Cigarette” shall have the same meaning as defined in Section 4.26.190.~~

~~“Other tobacco products” shall have the same meaning as defined in Section 4.26.190.~~

~~“Resident of the state of Alaska” means a person who is physically present in the state with the intent to remain in the state indefinitely and to make a home in the state.~~

~~3.—Verification.~~

~~a.—The applicant, at the time of application for a senior citizen sales tax exemption card, will provide a minimum of two pieces of identification to prove Alaska residency. One of the identification documents must show birth date.~~

~~b.—The applicant shall fill out a formal application which will include a verification of their “intent to reside in Alaska.”~~

~~4.—A resident at least sixty years old, who otherwise qualifies for the exemption, and is the widow, widower, or qualified domestic partner of a deceased person who qualified~~

93 ~~for the exemption under subsection (Y)(1) of this section, may apply for and be issued a~~
94 ~~senior citizen sales tax exemption certificate.~~

95
96 ZY. Youth Camps. Fees charged for nonprofit youth camps primarily serving persons under
97 eighteen years of age are exempt.

98 AAZ. Residential Rent. Rent paid for residential housing for thirty or more consecutive days or
99 an entire calendar month by a person or persons for a room, set of rooms, structure, or suite is
100 exempt from sales taxes. This exemption does not apply to any transaction taxable under Chapter
101 4.24 regarding the hotel, motel, and bed and breakfast transient room tax.

102 ABAA. Sale of Service Costs or Commission. That part of the sales price paid by the buyer for
103 Sitka travel and adventure services purchased outside the city and borough of Sitka which is not
104 remitted, directly or indirectly, to the person providing or performing the service, and which is a
105 selling cost or commission or similar charge.

106 * * *

107
108 **4.09.130 Refund of a Portion of Sales Tax for Certain Persons Who Have Reached the Age**
109 **of Sixty-Five and are Experiencing Financial Hardship**

110
111 Upon proper application the City and Borough will annually refund a portion of sales tax paid by
112 certain persons who have reached the age of sixty-five and are experiencing financial hardship,
113 in accordance with the following guidelines and procedures:

- 114
115 A. Any household consisting of two or more individuals, who as of July 1 each year are
116 sixty-five years of age or older; experiencing financial hardship, residents of the State
117 of Alaska and Sitka; and who are eligible to receive an Alaska Permanent Fund
118 Dividend check for the current year shall receive an annual rebate of sales taxes paid in
119 the prior 12 months in an amount not to exceed Five Hundred Forty One Dollars
120 (\$541.00) upon application.
- 121
122 B. Any household consisting of an individual, who as of July 1 each year is sixty-five
123 years of age or older; experiencing financial hardship, is a resident of the State of
124 Alaska and Sitka; who was a resident of Alaska and maintained a residence in Sitka for
125 the previous 12 months; and who is eligible to receive an Alaska Permanent Fund
126 Dividend check for the current year shall receive an annual rebate of sales taxes paid in
127 the prior 12 months in an amount not to exceed Four Hundred Dollars (\$400.00) upon
128 application.
- 129
130 C. Only one application per household may be submitted.
- 131
132 D. Any person residing in an assisted living home or skilled nursing facility and who
133 otherwise is eligible for the rebate, shall be eligible for the individual household rebate.
134

- 135 E. The total amount of the annual rebate shall not exceed three hundred thousand dollars
136 and shall be prorated among all of the applications received in order to arrive at
137 recommended rebate amounts for the current calendar year. Recommended rebate
138 amounts shall be submitted to the Assembly for approval. Unspent funds allocated to
139 the rebate program will be transferred to the Public Infrastructure Sinking Fund at the
140 end of each fiscal year.
- 141
- 142 F. Verification.
- 143 1. The applicant household will provide a minimum of two pieces of identification to
144 prove Alaska and Sitka residency for at least two individuals if applying for a multiple
145 individual household, and one individual if applying for a single individual household.
146 One of the documents to be provided must be an Alaska Permanent Fund Application.
147 Age, Residency, and physical location of the applicant household must be established
148 by the submitted documents for the application to be valid and complete.
- 149 2. The applicant household shall prepare and submit a formal application which will
150 include an affidavit stating the applicant's intention to maintain a residence in Sitka,
151 and that the applicant is experiencing unavoidable financial hardship and requests
152 financial assistance from the taxpayers of Sitka.
- 153
- 154 G. The Finance Director shall develop and implement applicable forms, policies, and
155 procedures for the administrative processing of, and issuance of sales tax rebates to
156 senior citizens under this subsection.
- 157
- 158 H. All applications must be physically received or postmarked by 5 pm on March 31st of
159 each year. Rebates for all properly submitted applications shall be paid by June 30th of
160 each year.
- 161
- 162 I. Knowingly submitting a fraudulent application for a senior citizen sales tax rebate shall
163 result in being permanently barred from applying for future rebates.
- 164
- 165 J. Applicants have the right to appeal the rejection of a rebate to the City Administrator.
166 Any subsequent appeals of the Administrator's decision will go before the Assembly.
- 167
- 168 K. The City and Borough shall have the right to offset any past due debts owed by an
169 applicant to the City and Borough in any capacity.
- 170
- 171 5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date
172 of its passage.
- 173

174 **PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of
175 Sitka, Alaska this 14th day of July, 2015.

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ATTEST:

Mim McConnell, Mayor

Sara Peterson, CMC
Municipal Clerk



Legislation Details

File #: ORD 15-38 Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 6/17/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Amending Sitka General Code Section 4.28.110 "Suitable and Authorized Investments for the Permanent Fund" by adding Exchange Traded Funds as an authorized investment for the Sitka Permanent Fund (first reading)

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2015-38](#)
[Memo Ord 2015-38](#)
[Ord 2015-38](#)


Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2015-38 on
first reading.

Memo

To: Mayor McConnell and Members of the Assembly

From: Jay Sweeney, Chief Finance and Administrative Officer 

Date: June 17, 2015

Re: Request To List Exchange Traded Funds (ETFs) as a Suitable and Authorized Investment for the Sitka Permanent Fund

The investment policy for the Sitka Permanent Fund has allowed investment in equity mutual funds since 1994. The investments in mutual funds have been the reason the Permanent Fund has still grown in value during an extended low interest rate environment, while still distributing 5% of its value to the General Fund each year.

Recently, following a recommendation by the Investment Advisory Committee, the Assembly voted to allow the Administrator to enter into a contract with Alaska Permanent Capital Management, LLC for external investment of the Permanent Fund.

In preparing to assume responsibility for external management of the Permanent Fund, Alaska Permanent Capital has reviewed Sitka's Investment Policy, contained in SGC Chapter 4.28, and has recommended that exchange traded funds (ETFs) be added as an additional authorized investment for the Permanent Fund.

Exchange traded funds closely resemble traditional mutual funds, with one key difference. That difference is that exchange traded funds have prices, like individual securities, which fluctuate throughout the trading day. Traditional mutual funds, in contrast, have a net asset value (NAV) price which is calculated at the end of the trading day. Thus, if an investor were to purchase or sell an ETF, the investor would know the exact purchase or selling price at the time of the transaction. The price for the purchase or sale of a mutual fund, on the other hand, is not known and finalized until the end of the day.

Alaska Permanent Capital has recommended ETFs be added as authorized investments for a specific reason. That reason is that the fees associated with ETFs are far lower than those associated with traditional mutual funds. This reduction in fees, through the reduction and elimination of loads and management fees, will help to increase the return Sitka obtains through its investment in equities.

At the time of the creation of the Sitka Investment Policy in 1994, exchange traded funds were almost completely unknown; only one such fund existed. Thus, at that time, they were considered a non-mainstream investment. Since 1994, however, ETFs have become commonplace and are now seen as an essential and integral part of a diversified investment portfolio. Or, in other words, Sitka's investment policy needs to be updated and modernized in regards to exchange traded funds.

As a last point, exchange traded funds are authorized investments for the mutual funds of other municipalities in Alaska, so Sitka will be following the lead of other communities in allowing investment in them.

**An explanation of ETFs from Alaska Permanent
Capital Management (external managers of the
Sitka Permanent Fund)**

Why ETFs

Key Points

- **Exchange Traded Funds (ETFs) are a pooled investment vehicle (similar to a mutual fund) that has been developed over the past two decades and are now widely used among investors.**
- **ETFs can offer broad and diversified exposure to entire asset classes (sometimes 1,000's of individual holdings) at minimal costs.**
- **Because ETFs trade throughout the day, they provide APCM with greater flexibility when making adjustments to client portfolios.**

Detailed Explanation

ETFs, or Exchange Traded Funds, are investment vehicles that typically provide broad market exposure to a particular asset class or index. They have become quite popular among both individual and institutional investors over the past 10 years. The first ETF was created by a subsidiary of State Street Bank in 1993 and began trading with just \$6.5 million in assets. Over the past two decades the market place for exchange traded products has seen massive growth and now includes more than 1,600 different funds with over \$2 trillion in assets.

ETFs are similar to traditional mutual funds, but there are several key differences which makes them appealing. As with mutual funds, ETFs hold a collection of different securities and each fund has a specified benchmark that it is supposed to track. Unlike a mutual fund, ETFs trade intraday similar to the shares of an individual company (i.e. Apple or McDonalds). The price of an ETF fluctuates with the market throughout the day and an ETF can be bought or sold whenever the market is open through a regular brokerage account. Mutual funds on the other hand are priced once per day after market close and are offered to investors to buy or sell at one single price which is referred to as the net asset value, or NAV. The intraday trading feature of ETFs provides APCM with greater flexibility when rebalancing the portfolio or implementing tactical tilts.

While an ETF can be either passively or actively managed, the vast majority are passive index funds. When a funds is "actively managed" a portfolio manager selects individual holdings in the fund with the intent of trying to beat a specified index. While this may sound alluring, management fees for active funds are often sustainably higher and there is a large collection of research that shows active managers do not consistently outperform their specified index. Passively managed ETFs simply attempt to replicate the market or index and as a result offer broad diversified exposure with very low expense ratios. This aligns well the investment philosophy of APCM which seeks to minimize the fees and expenses paid by our clients.

As assets in the ETF industry have grown, so too has the amount and complexity of the products available. APCM continually researches trends in the ETF industry and conducts a comprehensive annual review that looks at all of the funds currently held in client accounts and compares them to other offerings in the market. The firm uses a combination of in-house research as well as data provided by an independent evaluator to ensure the funds it utilizes are liquid and provide the correct exposure to each asset class.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-38

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA GENERAL CODE SECTION 4.28.110 "SUITABLE AND AUTHORIZED INVESTMENTS FOR THE PERMANENT FUND" BY ADDING EXCHANGE TRADED FUNDS AS AN AUTHORIZED INVESTMENT FOR THE SITKA PERMANENT FUND

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.

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. The purpose of this ordinance is to add Exchange Traded Funds (ETFs) as authorized investments for the Sitka Permanent Fund.

4. ENACTMENT, NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Section 4.28.110 is amended to read as follows (new language underlined):

Chapter 4.28
Investment Policy

4.28.110 Suitable and authorized investments for the permanent fund.

A. Authorized investments in the permanent fund are as follows:

- 1. The authorized investments listed in Section 4.28.060B for pooled investments.
2. Mutual funds which are invested in corporate equity securities. The equity securities within the mutual funds will be broadly diversified across all sectors.
3. Exchange Traded Funds (ETFs).

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

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 14th day of July, 2015.

Mim McConnell, Mayor

ATTEST:

Sara Peterson
Municipal Clerk



Legislation Details

File #: 15-101 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/17/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Approve the transfers of 1) \$50,000 from Project #90716 "Blue Lake Substation Maintenance" to Project #90648 "Transmission & 1220 Upgrade" Project; 2) \$57,423.83 from Project #63003 "Blue Lake Power House Improvements" to Project #90672 "Medvejie Hatchery Transformer Replacement" Project; and 3) \$85,817.63 from Project #63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems/Dual Fuel Interruptible Power" and authorize the expenditure of the funds

Sponsors:

Indexes:

Code sections:

Attachments: [Documents Electric Department Transfers](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve the transfers of:

1) \$50,000 from Project #90716 "Blue Lake Substation Maintenance" to Project #90648 "Transmission & 1220 Upgrade" Project;

2) \$57,423.83 from Project #63003 "Blue Lake Power House Improvements" to Project #90672 "Medvejie Hatchery Transformer Replacement" Project;

3) \$85,817.63 from Project #63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems/Dual Fuel Interruptible Power"

And authorize the expenditure of these funds.

MEMORANDUM

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

From: Dale Goerner, Interim Utility Director *DG*

Reviewed: Jay Sweeney, Chief Finance and Administrative Officer
Joey Patel, Grant Accountant

Date: June 16, 2015

Subject: **Transfer of Funds for Project # 90648 Transmission and 1220 Upgrade**

Background

Request that the Assembly approve the Transfer of funds from Project # 90716 Blue Lake Substation Maintenance to Project # 90648 "Transmission and 1220 Upgrade". The work on the Blue Lake Substation Maintenance is coming to an end and the CBS Electric Department requests to transfer a portion of the remaining funds to the continuing "Transmission and 1220 Upgrade" project. These funds would be used to add underground conduit for the future UG transmission line on Edgcumbe Drive.

Analysis

In conjunction with the Public Works (PW) road construction project on Edgcumbe Drive, the Electric Department shall install a future UG transmission conduit system along Edgcumbe Drive. This will be for a future transmission line to a future substation near Harbor Road for improved electric utility feeder and improvements to the northern portion of the city. The road construction - removing and installing new roads, sidewalks and curb & gutter, is already part of the PW's Edgcumbe Drive project. The Electric Department - through a PW change order to this project, will provide funds for the road contractor to excavate and cover Electric Department supplied and installed transmission conduits, as part of the road project. This will save time, money and inconvenience to CBS for not having to install these conduits and manholes at a later date - which would require re-digging up and repairing the new road. This work was already started on a previous PW Change Order, but another \$50,000 is needed to complete all of the electric conduit work on the Edgcumbe Drive project.

Recommendation

Approve the transfer of \$50,000 from Project # 90716 "Blue Lake Substation Maintenance" to Project # 90648 "Transmission & 1220 Upgrade" (along Edgcombe Drive) and authorize the expenditure of the funds.

MEMORANDUM

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

From: Dale Goerner, Interim Utility Director *DG*

Reviewed: Jay Sweeney, Chief Finance and Administrative Officer
Joey Patel, Grant Accountant

Date: June 16, 2015

Subject: **Transfer of Funds for Medvejie Hatchery Transformer Replacement**

Background

Request that the Assembly approve the Transfer of funds from Project # 63003 "Blue Lake Power House Improvements" and Project # 90672 "Medvejie Hatchery Transformer Replacement". The work on the Blue Lake Power House Improvements project is coming to an end and the CBS Electric Department requests to transfer remaining funds to the unfinished "Medvejie Hatchery Transformer Replacement". Detailed Engineering design identified additional electrical power material and equipment items needed to complete the design and construction of this Medvejie facility. This transfer will help fund a portion of those additional design services, material and equipment. The Electric Department will directly purchase the material and equipment, and provide installation.

Analysis

During the detailed Engineering, the Spill Prevention and Countermeasure and Control plans (SPCC), had to be expanded to contain all of the oil and to address sump pump discharge. Several electrical system items were changed or added from the previous design of several years ago, such as deletion of fuses and installation of a 3 phase switch, circuit breaker, 125 VDC backup system, and SEL electronic instrumentation and controls. These items and the additional electrical design services require additional funding, thus some funding in the amount of \$57,423.83, is to be transferred from one finishing capital project to this Medvejie project. The additional items and design services have been identified, but purchasing of the additional items has been postponed until all design is completed, and complete funding is identified.

Recommendation

Approve the transfer of \$57,423.83 from Project # 63003 "Blue Lake Power House Improvements" to Project # 90672 "Medvejie Hatchery Transformer Replacement" Project and authorize the expenditure of the funds.

MEMORANDUM

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

From: Dale Goerner, Interim Utility Director *DG*

Reviewed: Jay Sweeney, Chief Finance and Administrative Officer

Date: June 16, 2015

Subject: **Transfer of Funds to 2016 Electric Heating Systems / Dual Fuel Power**

Background

Request that the Assembly approve the transfer of remaining funds from Project #63005 "Building Electric Heat Conversions" into a new "Electric Heating Systems/Dual Fuel Power" Project. The scope of work for Project #63005 included the installation of interruptible electric boilers in the City/State Building, Blatchley Middle School and Sitka High School. After completion of that project, \$85,817.63 remains in the project budget. The CBS Electric Department requests to transfer these funds into a new "Electric Heating Systems/Dual Fuel Power" Project. The scope of the new Project will be to evaluate, design and install electric heating systems in additional municipal buildings.

Analysis

Additional municipal buildings have been identified by CBS for the potential installation of electric heating systems. Further evaluation is required to determine the most favorable opportunities for investment in new systems.

CBS will be issuing a Request for Qualifications (RFQ) to identify a qualified Firm to provide engineering services for the project. The first project task is expected to be building heating system evaluations in approximately six municipal buildings and preparation of a report of recommendations as to the feasibility, benefits, and costs of electric heating system project alternatives. This report will provide the basis for selection of the new project scope (the number and locations of electric heating systems to be installed), system designs and project costs.

Recommendation

Approve the transfer of \$85,817.63 from Project # 63005 "Building Electric Heat Conversions" to a FY2016 Project "Electric Heating Systems / Dual Fuel Interruptible Power", and authorize the expenditure of the funds.



Legislation Details

File #: 15-097 Version: 1 Name:

Type: Item Status: AGENDA READY

File created: 6/16/2015 In control: City and Borough Assembly

On agenda: 6/23/2015 Final action:

Title: Discussion/Direction/Decision on the formation of a Citizens' Taskforce on City Services, Revenues and Fees

Sponsors:

Indexes:

Code sections:

Attachments: [Citizens' Taskforce](#)

Date	Ver.	Action By	Action	Result
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Discussion/Direction/Decision

on the formation of a Citizens' Taskforce on City
Services, Revenues and Fees





City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

The Citizens' Taskforce on City Services, Revenues and Fees

The Problem

State and Federal Support are declining, costs of providing CBS services increasing, and municipal infrastructure aging and at times failing. Without adequate fund balances to maintain, repair and/or replace city infrastructure nor sufficient revenues to support CBS services including the School District and Community Hospital, our citizens are being asked to pay more in fees and taxes. These pressures are impacting an ever increasing portion of the community who is being stressed to make ends meet. There is a growing concern that Sitka will become a community only affordable to those in the upper income tiers. Further, there is low citizen tolerance for a reduction in city services as a way to balance budgets within our current revenue streams.

The Goal

Establish a Citizens' Taskforce on City Services, Revenues and Fees (CT) to:

1. Recommend what core services CBS must maintain.
2. Determine what funding is required to maintain these core services including depreciation and capital improvements.
3. Recommend what revenue streams and fees are most equitable and sustainable in order to maintain these services into the future.
4. Educate and engage citizens as to the financial challenges and seek their ideas for solutions.

The Taskforce

The CT will be appointed by the Assembly. It will be comprised of seven Sitka residents who demonstrate an interest in finding community based solutions and have experience and/or education and understanding of taxation, finance and small community economics.

The CT will be co-staffed by Jay Sweeney, CBS Chief Finance and Administrative Officer, and Wendy Lawrence, CBS Assessor.

The Process

It is envisioned that the CT will complete its assigned task within six months of being established by the Assembly. It will convene, elect a Chair and Vice Chair. All meetings will be open to the public and be duly advertised in the media. The Assembly will appoint an Assembly Liaison to the CT.

With support from the CBS staff, the CT will prepare and present a final report to the Assembly during a special work session.