



# 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 Phyllis Hackett, Pete Esquiro, Mike Reif,  
Benjamin Miyasato and Aaron Swanson*

*Municipal Administrator: Mark Gorman  
Municipal Attorney: Robin L. Koutchak  
Municipal Clerk: Colleen Ingman, MMC*

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Tuesday, September 23, 2014

6:00 PM

Assembly Chambers

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### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[14-194](#) Airport Long Term Parking and Alaska Marine Highway Schedule

**Attachments:** [Airport Parking 7 Day Correspondence](#)

[AMH Correspondence](#)

[14-193](#) Reminders & Calendars

**Attachments:** [Reminders and Calendars](#)

V. CEREMONIAL MATTERS

*Assembly Member Mike Reif - Recognition*

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

*None Pre-Scheduled*

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**    [14-185](#)    Approve the minutes of the September 9, 2014 Assembly meeting  
*Attachments:* [Consent & Minutes](#)
- B**    [14-192](#)    Reappoint Gwen Lazzarini and appoint Lisa Baugher to terms on the Police and Fire Commission  
*Attachments:* [MOTION Appointments](#)  
[Appointments P&F](#)
- C**    [14-189](#)    Award a Design/Build Contract to CBC Construction Inc. for Net Shed and Jarvis Street Roofs and transfer funds (\$10,000) - Bid \$185,500  
*Attachments:* [Bid Award CBC Construction](#)

**X. UNFINISHED BUSINESS:**

- D**    [ORD 14-29](#)    Authorizing the extension of the lease of the land at 323 Seward Street to November 1, 2046 to White Elephant Shop, Inc.  
*Attachments:* [MOTION ORD 14-29](#)  
[ORD 14-29 White Elephant Lease docs](#)  
[Breedlove Ltr White E Lease](#)  
[Scott Harris Letter White E](#)
- E**    [ORD 14-32](#)    Proposing to amend Title 1, Administration, of the SGC by adding Section 1.04.90 Use of City Seal  
*Attachments:* [MOTION ORD 14-29](#)  
[ORD 14-32 City Seal](#)

**XI. NEW BUSINESS:**

- F**    [14-187](#)    Decision on whether to allow any sales tax free day(s) following the Thanksgiving Holiday and set day(s)  
*Attachments:* [Sales Tax Free Day\(s\)](#)  
[Small Business Saturday Tax Free Day](#)
- G**    [14-188](#)    Convene as the Board of Adjustment - Consider a Conditional Use Permit filed by Brian Jardine for a two-bedroom Bed & Breakfast at 105

Shelikof Way

Attachments: [BOA MOTIONS](#)

[Jardine CUP B&B](#)

[Putz ltr re Jardine CUP](#)

[BOA Hearing Outline](#)

*Reconvene as the Assembly*

- H [14-186](#) Approve transfer of available working capital in the General Fund to the Public Infrastructure Sinking Fund and Permanent Fund

Attachments: [General Fund Transfers](#)

- I [14-191](#) Discussion/Direction on the Non-profit Grant Allocation Process for FY 2016

Attachments: [Grant Allocation Process](#)

**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**

*None Scheduled*

**XIV. ADJOURNMENT**

*Colleen Ingman, MMC  
Municipal Clerk  
Publish: 9-19-14*