



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
Municipal Clerk: Colleen Ingman, MMC*

Tuesday, May 12, 2015

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[15-075](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars](#)
[Public Works Update](#)
[Transfer of Funds](#)

V. CEREMONIAL MATTERS

[15-064](#) Arbor Day Proclamation

Attachments: [Arbor Day Proclamation](#)

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

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** [15-066](#) Approve the minutes of the April 21, 23, 28 and May 4 Assembly meetings
Attachments: [Motion Consent](#)
[Motion and Minutes](#)
- B** [15-065](#) Appoint Lauren Hughey to an unexpired term on the Health Needs and Human Services Commission and appoint Dr. Debra Pohlman to serve as Medical Staff Liaison on the Hospital Board through December 31, 2015
Attachments: [Motion Health Needs and Hospital Board](#)
[Hughey application](#)
[Dr. Pohlman application](#)
- C** [ORD 15-31](#) Clarifying Sitka General Code Title 2 Administration, at Chapter 2.40 Elections, Section 2.40.095 Candidate Biographical Information
Attachments: [Motion and Ord 2015-31](#)

First Reading
- X. UNFINISHED BUSINESS:**
- D** [ORD 15-24](#) Amending SGC Section 4.09.100 N entitled Over One Thousand Five Hundred Dollars on Sales and Rents of Tangible Personal Property and on Sales and Services to increase the taxable transaction limit from \$1,500 to \$3,000
Attachments: [Motion Ord 2015-24](#)
[Ord 2015-24](#)
- E** [ORD 15-25](#) Amending Title 4 Revenue and Finance, at Chapter 4.26 Excise Tax on Cigarettes and Tobacco Products, under Sections 4.26.010 Applicability of Chapter; 4.26.020 Tax on Cigarettes; and 4.26.030 Tax on other Tobacco Products
Attachments: [Motion Ord 2015-25](#)
[Ord 2015-25](#)

- F** [ORD 15-26](#) Adjusting the FY15 Budget
Attachments: [Motion Ord 2015-26](#)
[Ord 2015-26](#)
- G** [ORD 15-28](#) Amending SGC Title 2 Administration, Chapter 2.62 Sitka Investment Committee Section 2.62.010 Established-Membership-Terms to add a member category entitled "Alternate Voting Member"
Attachments: [Motion Ord 2015-28](#)
[Ord 2015-28](#)
- H** [ORD 15-29](#) Amending SGC Title 2 Administration, at Chapter 2.04.010 Agenda, to add an item under Order of Business entitled "Board, Commission, Committee Appointments"
Attachments: [Motion Ord 2015-29](#)
[Ord 2015-29](#)
- I** [ORD 15-30](#) To amend Title 4, Revenue and Finance, of the SGC by amending Section 4.09.010, Levy of Sales Tax, to raise the sales tax in the April through September period from six percent to seven percent; proposing to amend the Home Rule Charter of the City and Borough of Sitka to create a dedicated fund for Sitka School District and place in that dedicated fund any revenues gained from that seasonal increase in the sales tax from six to seven percent; and submitting to the voters these amendments for ratification - Ballot Proposition
Attachments: [Motion Ord 2015-30](#)
[Ord 2015-30](#)
- XI. NEW BUSINESS:**
- J** [15-070](#) Consider waiving personal property non-filing fees in their entirety for: 1) David Coleman, 2) Thomas Emerson, 3) Edward Kimmel, 4) Robert Reid, 5) Robert Rules, 6) Wayne Taranoff, and 7) Joseph Weyhmler. Note: On May 4, 2015 the Assembly reduced the personal property non-filing fee from \$100 to \$20 for Tax Year 2015.
Attachments: [Motion waiving fees](#)
[Memo Personal Property Non-file Fee Waiver Requests](#)
[Coleman](#)
[Emerson](#)
[Kimmel](#)
[Reid](#)
[Rules](#)
[Taranoff](#)
[Weyhmler](#)

- K** [15-067](#) Approve the transfer of \$10,000 from the Public Works Street Department Snow Removal budget to the Other Expenditures, Donations budget, and authorize an expenditure of \$10,000 to the Sitka Historical Society for a grant match for the Sesquicentennial (150th) Grant
Attachments: [Motion Sitka Historical Society grant match](#)
[SHS Sesquicentennial Grant Match](#)
- L** [15-068](#) Sitka School District Budget Funding for FY16
Attachments: [Motion and Memo School Funding](#)
- M** [15-069](#) Approve a lease agreement, with the option to purchase Block 4 Lot 8 of Gary Paxton Industrial Park, between Alaska & Pacific Packing and the City and Borough of Sitka (CBS) and a tidelands lease agreement between Alaska & Pacific Packing and CBS as recommended by the Gary Paxton Industrial Park Board and authorize the Municipal Administrator to execute the documents
Attachments: [Motion Alaska & Pacific Packing](#)
[Memo Alaska & Pacific Packing](#)
[Lease Agreement Alaska & Pacific Packing](#)
[Exhibit A](#)
[Exhibit B](#)
[Tidelands Lease Agreement Alaska & Pacific Packing](#)
[GPIP Board Minutes](#)
[Proposal Alaska & Pacific Packing](#)
- N** [15-071](#) Board of Adjustment: Approve a conditional use permit request for operation of a short-term rental filed by Chris and Tiffany Bryner at 413 Baranof Street
Attachments: [Motion BOA Bryner](#)
[BOA Bryner documents](#)
[BOA Hearing Outline](#)
- O** [15-072](#) Board of Adjustment: Approve a conditional use permit request for operation of a short-term rental filed by Ali Clayton at 1601 Davidoff Street
Attachments: [Motion BOA Clayton](#)
[BOA Clayton documents](#)
[BOA Hearing Outline](#)

- P [15-073](#) Board of Adjustment: Approve a conditional use permit request for an accessory dwelling unit (ADU) filed by George and Tamara Eliason at 2314 Halibut Point Road

Attachments: [Motion BOA Eliason](#)

[BOA Eliason documents](#)

[BOA Hearing Outline](#)

- Q [15-074](#) Board of Adjustment: Approve a conditional use permit request for operation of an outdoor restaurant/portable structure filed by Ashley Moore at 331 Lincoln Street

Attachments: [Motion BOA Moore](#)

[BOA Moore documents](#)

[BOA Hearing Outline](#)

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: May 8