



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: Colleen Ingman, MMC*

Tuesday, April 28, 2015

6:00 PM

Assembly Chambers

WORK SESSION - Mike Gatti on Taxation - 5:00 - 5:50 PM

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[15-062](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders edited](#)

[May Calendar](#)

[Correspondence - General](#)

V. CEREMONIAL MATTERS

Service Awards: Nancy Buckmaster, Marlene Campbell, Colleen Ingman, Chris Brewton and Randy Hughes

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** [15-057](#) Approve the minutes of the April 14, 2015 Assembly meeting
Attachments: [Consent Motion & Minutes](#)
[Minutes 4-14-15 edited](#)
- B** [15-056](#) Appointments: Reappoint Anne Pollnow to a term on the Historic Preservation Commission
Attachments: [Appointment](#)
- C** [15-055](#) Approve transfers: 1) From CIP No. 90512 (Road Upgrades Express Feeder) to CIP No. 90648 (Transmission & 1220 Upgrade) - \$135,000; and 2) From CIP No. 90261 (Island Improvements) to CIP No. 80003 (Feeder Improvements) - \$100,000
Attachments: [Fund Transfers Electrical](#)
- D** [RES 15-11](#) Amending moorage rates to include Float Homes and adding a rental fee for the Net Shed
Attachments: [MOTION RES 15-11](#)
[RES 11-15 Float Homes and Net Shed edited](#)
- E** [ORD 15-26](#) Adjusting the FY15 Budget
Attachments: [ORD 15-26 Budget Adjusts](#)

First Reading
- F** [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: [ORD 15-28 Investment Committee Alternate](#)

First Reading
- G** [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, and Committee Appointments
Attachments: [ORD 15-29 Appointment Placement on Agenda](#)

First Reading

X. UNFINISHED BUSINESS:

- H** [ORD 15-14](#) Proposing to clarify the SGC by Amending Title 10 Public Safety and Morals, under Chapter 10.88 Firearms at Section 10.88.020 Prohibitions, Title 13 Port and Harbors, under Chapter 13.13 at Section 13.13.025 Emission of Soot from an Oil Stove In a Vessel, Title 4 Streets and Sidewalks, under Chapter 14.04, at Section 14.04.020 Ice and Snow Removal, Title 15 Public Utilities, under Chapter 15.05 Water System at Section 15.05.400 Cross-Connections, Title 18 Property Acquisition and Disposal, under Chapter 18.08 Personal Property Acquisition and Disposal at Sections 18.04.010 (I) Personal Property Definition and Title 18 Footnote 2 to Correct Statute References, Title 19 Building and Construction, under Chapter 19.01 Building Code at Section 19.01.013 Adoption of Excavation and Grading Standards, Section 19.01.020 Building Permit Fees, Section 19.08.040 Definition of Islands, Title 22 Zoning, Chapter 22.08 Definitions at Section 22.08.585 Manufactured Home, and Section 22.08.590 Mobile Home

Attachments: [MOTION ORD 15-14](#)

[ORD 15-14 Clarifying Code](#)

Clarifying Code

- I** [ORD 15-15](#) Proposing to clarify the Sitka General Code by Amending Title 1 General Provisions, at Sections 1.01.010 Adoption, and 1.01.030 Codification Authority to update Alaska Statute References, Amending Title 2, at Sections 2.04.010 Agenda Testimony Time, 2.04.170, Assembly Meeting Time, 02.12.010 Clarifying Physician Members on Hospital Board, 2.40.100 Acceptance of Nomination, 2.40.290 Election Supplies and Equipment, 2.40.300 Instructions to Voters, 2.40.410 Preservation of Ballot After Counting, Title 3, Procurement at Sections 3.16.030 Open Market Procedures, 3.16.060 Exceptions to Competitive Bidding Requirements, 3.16.080 Procurement Monitoring, Title 4, Revenue and Finance in Sections 4.26.165 (A) and 4.26.165 (E) to clarify Alaska Appellate Court Name, in Section 4.28.040 (C) to update the best practices recommendation, in Section 4.44a.010 (B) to remove an incorrectly placed word, and Title 6, Section 6.19.030 (E) Commercial Operations Permit to clarify fee expense

Attachments: [MOTION ORD 15-15](#)

[ORD 15-15 Clarifying Code](#)

Clarifying Code

- J** [ORD 15-22](#) Temporarily Instituting All-Mail-Ballot for Municipal Elections in 2015 and 2016 while Sitka's polling place of Harrigan Centennial Hall undergoes renovation and is inaccessible for voting

Attachments: [Vote by Mail 2nd Memo](#)

[MOTION ORD 15-22](#)

[ORD 15-22 Temporary By Mail Elections](#)

*Temporary Ordinance***XI. NEW BUSINESS:****New Business First Reading**

- K** [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: [ORD 15-25 Tobacco Tax Hospital Revenues](#)

- L** [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: [ORD 15-24 Raising the Tax Cap](#)

- M** [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: [ORD 15-30 Ballot Prop Raising Seasonal Sales Tax](#)

Ballot Proposition

Additional New Business Items

- N** [15-060](#) Consideration of a Conditional Use Permit for an Assessorly Dwelling Unit at 707 Lake Street filed by Mark and Phyllis Hackett previously denied by the Planning Commission

Attachments: [Hackett Correspondence](#)

[BOA Hackett CUP](#)

Convene as the Board of Adjustment

- O** [15-058](#) Discussion/Direction on examining changing the name of Kettleon Memorial Library

Attachments: [Investigate changing library name](#)

- P** [15-059](#) Award a professional services contract to Alaska Permanent Capital Company to manage Sitka's Permanent Fund as recommended by Sitka's Investment Committee - \$48,067

Attachments: [Motion AK Perm Capital](#)

[Alaska Permanent Capital Award](#)

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

*Colleen Ingman, MMC
Municipal Clerk
Publish:4-24-15*