



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*

Tuesday, June 10, 2014

6:00 PM

Assembly Chambers

WORKSESSIONS

1) 5:00 - 5:25 PM Library Update, and 2) 5:30 - 5:50 PM Sitka Community Food Assessment Indicators - Lisa Sadlier-Hart

[14-139](#)

Worksession documents - Food Assessment

Attachments: [Worksession Docs Food Assessment](#)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[14-140](#)

Reminders and Calendars

Attachments: [Reminders and Calendars](#)

[14-141](#)

Letter and Service Award - Horan

Attachments: [Horan Docs](#)

[14-142](#)

Electrical Department - Montly Update

Attachments: [Electric Dept Monthly Report](#)

[14-143](#)

Public Works Monthly Report

Attachments: [Public Works Monthly Report](#)

[14-145](#) Alaska National Insurance

Attachments: [AK Natl Insurance](#)

V. CEREMONIAL MATTERS

Recognizing the Alaska State High School Boys Baseball Championship - Sitka High Wolves

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

[14-144](#) Bear Task Force Update <10 minutes

Attachments: [Bear Task Force](#)

VII. PERSONS TO BE HEARD

Public participation on any item off the agenda. Not to exceed 3 minutes for any individual.

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 [14-130](#) Approve the minutes of the May 27 and 29 Assembly meetings

Attachments: [Minutes](#)

B [14-133](#) Appointments: 1) Reappoint Susan Royce to a term on the Animal Hearing Board. and 2) Appoint Ptarmica McConnell to a term on the Gary Paxton Industrial Park Board

Attachments: [Appointments](#)

C [14-131](#) Award the FY2014 Fisheries Enhancement Funds in the amount of \$33,900 to Sitka Sound Science Center

Attachments: [Fisheries Enhancement](#)

D [14-135](#) Approve award to furnish Diesel Fuel to Petro Marine Services

Attachments: [Fuel Bid](#)

E [14-136](#) Approve award to Aggregate Construction Inc. in the amount of \$163,788.00 for Verstovia Paving from Sirstad to Pherson

Attachments: [Verstovia Street](#)

X. UNFINISHED BUSINESS:

- F** [ORD 14-13A](#) Amending SGC Chapter 4.12 entitled "Property Tax" to add SGC 4.12.045 entitled "Exemptions - Disaster Damage" to Allow Reassessment of Property Damaged by Disaster
Attachments: [MOTON ORD 14-13A](#)
[Memo Ord 2014-13A](#)
[Ord 2014-13A](#)
- G** [ORD 14-15](#) Adopting budgets for the fiscal year July 1, 2014 through June 30, 2015
Attachments: [MOTION ORD 14-15](#)
[Ord 2014-15](#)
- H** [ORD 14-17](#) Authorizing the transfer/sale of City and Borough of Sitka's pocket lot as depicted in the Turney Burkhart Planned Unit Development and located in the Turney Burkhart Subdivision to Sitka's Community Land Trust (CLT)
Attachments: [MOTION ORD 14-17](#)
[Memo Ord 2014-17](#)
[Ord 2014-17](#)
[Plat Turney Burkhart PUD](#)
[Images PUD](#)
[SCLT Prelim Bus Plan](#)
[SCLT Operating Budget](#)
[SCLT Grounds Lease](#)
[SCLT Stewardship Policies and Procedures](#)
[SCLT Home Repair and Replacement](#)
[SCLT Home Buyer Selection Policies](#)
[SCDC Business License](#)
[Internal Revenue Service](#)
[SCDC bylaws](#)
[SCDC Articles of Amendment](#)
[Public Notice CLT](#)
- I** [ORD 14-18](#) Amending CBS Sitka Personnel Policies Handbook to: Change Policy on Probationary Period Increase for Regular Employees; Address Starting Pay for New Employees; Address Pay Upon Promotion; Establish Pay Matrix Procedures; Address Forfeited Annual Leave; Remove Section XXI and Update Attachment A
Attachments: [MOTION ORD 14-18](#)
[ORD 2014-18 Personnel Policy New Matrix etc](#)

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

- J** [ORD 14-19](#) Amending Title 15 of the SGC to increase Water Rates at Sections 15.05.240 A entitled "Service Connection Charge", 15.05.560 entitled "Rates and Fees" and 15.05.625A entitled "Water Service-Sawmill Cove Industrial Park AKA Gary Paxton Industrial Park."
Attachments: [ORD 2014-19](#)
[Items J and K Memo](#)
- K** [ORD 14-20](#) Amending Title 15 of SGC to increase wastewater rates at Sections 15.04.100 entitled "Service Connection Charge", 15.04.320 entitled "Rates and Fees" and 15.05.625 entitled "Wastewater Service - Sawmill Cove Industrial Park AKA Gary Paxton Industrial Park"
Attachments: [ORD 2014-20](#)
[Items J and K Memo](#)
- L** [ORD 14-21](#) Amending SGC to reflect the recent name change of Sawmill Cove Industrial Park to Gary Paxton Industrial park as approved by Resolution No. 2014-08
Attachments: [ORD 2014-21](#)
- M** [ORD 14-22](#) Modifying SGC Section 13.04 entitled "Definitions" to include Float Homes to definition of Float Houses and modifying Section 13.15 entitled "Reserved-Float House" to be entitled "Float Homes" and adding regulations for Floating Homes within the jurisdiction of the CBS of Harbors
Attachments: [ORD 2014-22](#)
- N** [ORD 14-23](#) Modifying SGC Title 19 entitled "Building and Construction" by adding language to exempt float homes under SGC 19.08.025 entitled "Docks and Buildings" and adding Chapter 19.15 entitled "Building Code for Float Homes," Chapter 19.16 entitled "Electrical Code for Float Homes," and Chapter 19.17 entitled "Plumbing Code for Float Homes"
Attachments: [ORD 2014-23](#)

Additional New Business Items

- O** [14-132](#) Approve a conditional use permit for a Specialized Instruction School at 205 Harbor Drive filed by Emily Davis.
Attachments: [CUP Motion](#)
[CUP Specialized Instruction School](#)

Convene as the Board of Adjustment
- P** [14-137](#) Discussion/Direction/Decision on the Port and Harbors Commission

request that the Harbor Fund receive 80% of the tax revenue generated by the vessel tax with the General Fund receiving 20% to cover administrative fees

Attachments: [Port and Harbors request](#)

Reconvene as the Assembly

- Q** [14-138](#) Authorize the Police Chief to apply for grants to fund a School Resource Officer under the COPS Hiring Program (CHP)

Attachments: [COPS Hiring Program \(CHP\)](#)

- R** [14-134](#) 1) Approve a employee contract between the CBS and Municipal Administrator Mark Gorman; and 2) Approve an employee contract between the CBS and Municipal Attorney Robin Koutchak

Attachments: [Admininstrator Contract](#)

[Attorney Contract](#)

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: 6-6-14*