



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, July 14, 2015

5:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[15-117](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars](#)

[CBS Insurance Carrier](#)

[AK Marine Highway](#)

[Transboundary waters](#)

[Public Works Update](#)

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)

[15-113](#) Special Report: Managing your utility account online - Ron Duvall, IS Director (<10 minutes)

[15-115](#) Special Report: Update on activities of the Sitka Convention and Visitor Bureau - Tonia Rioux (<10 minutes)

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** [15-110](#) Approve the minutes of the June 9 and June 23 Assembly meetings
Attachments: [Consent and Minutes](#)
- B** [RES 15-13](#) Supporting expanding recreational and tourism related activities in the Tongass National Forest
Attachments: [Res 2015-13](#)
- C** [15-109](#) Authorize the Municipal Administrator to issue a purchase order in the amount of \$88,000 to MWH Americas, Inc. for the Tenth Independent Consultant's Safety Inspection and Dam Break Analysis of the Blue Lake Dam and further authorize the expenditure of contingency funds in the amount of \$8,800 to address additional communication or reporting to FERC
Attachments: [Purchase order MWH Americas](#)
- D** [15-108](#) Approve a request to create a Jarvis Bulk Tank Improvement Project for repairs in the amount of \$250,000 utilizing existing Blue Lake Bond Fund proceeds
Attachments: [Jarvis Bulk Tank Improvement Project](#)
- E** [15-106](#) Approve a purchase contract through KCDA Purchasing in the amount of \$115,941 for providing and installing the furniture for the Kettleson Memorial Library Expansion Project
Attachments: [Purchase contract KML furniture](#)
- F** [15-104](#) Approve the sublease agreement between the City and Borough of Sitka and Runway 29 LLC (Airport Gift Shop)
Attachments: [Sublease Runway 29](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- G** [15-112](#) Reappoint Alice Johnstone to a three-year term on the Library Commission
Attachments: [Johnstone Library Commission](#)
- H** [15-114](#) Appoint seven members to the Citizens' Taskforce on City Services, Revenues and Fees - applicants are: 1) Rob Allen, 2) Ralph Ash, 3) Dyan Bessette, 4) Jeff Feldpausch, 5) Cynthia Gibson, 6) Alene Henning, 7) Donald Jones, 8) Mary Magnuson, 9) Jack Ozment, 10) Maxwell Rule and 11) Lawrence SpottedBird
Attachments: [Motion taskforce appointments](#)
[Allen](#)
[Ash](#)
[Bessette](#)
[Feldpausch](#)
[Gibson](#)
[Henning](#)
[Jones](#)
[Magnuson](#)
[Ozment](#)
[Rule](#)
[SpottedBird](#)
- XI. UNFINISHED BUSINESS:**
- I** [ORD 15-30A](#) Proposing 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 2015-30A](#)
- J** [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
Attachments: [Ord 2015-38](#)
- XII. NEW BUSINESS:**

New Business First Reading

- K** [ORD 15-37A](#) Amending Section 2.12.010 City and Borough of Sitka Hospital Board and Section 2.12.070 Organization, formally dissolving the existing Sitka Community Hospital Board (SCH) and its framework and re-establishing and reorganizing membership under new criteria by decreasing voting membership from seven to five with the goal of providing financial welfare and economic financial stability to Sitka Community Hospital. The new membership will include one CBS standing seat (and alternate) appointed by the Municipal Administrator.
Attachments: [Ord 2015-37A](#)
- L** [ORD 15-39](#) Amending Sitka General Code Title 22 Zoning to allow Bed and Breakfast operations in owner-occupied single family or owner-occupied side of a two-family dwelling unit
Attachments: [Ord 2015-39](#)

Additional New Business Items

- M** [15-111](#) Board of Adjustment: Approve a conditional use permit request for operation of an outdoor restaurant/portable structure at 200 Lincoln Street filed by Ayla Stromquist
Attachments: [BOA motion](#)
[BOA Stromquist](#)
[BOA Hearing Outline](#)
- N** [15-103](#) Discussion/Direction/Decision on the future direction of the Sitka Convention and Visitors Bureau (possible executive session)
Attachments: [Motion and docs SCVB](#)
[SCVB Financials](#)
[SCVB Organizational Structure](#)
[SCVB Minutes](#)
- O** [15-105](#) Approve the FY16 application materials for non-profit organizations to apply for funding from the General Fund
Attachments: [Non Profit Grant application materials](#)
- P** [15-107](#) Discussion of Alaska Municipal League's policies
Attachments: [AML policies](#)

XIII. PERSONS TO BE HEARD:

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

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

*Sara Peterson, CMC
Municipal Clerk
Publish: July 10*