



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Meeting Agenda

City and Borough Assembly

*Mayor Matthew Hunter
Deputy Mayor Steven Eisenbeisz,
Vice Deputy Mayor Bob Potrzuski,
Aaron Bean, Kevin Knox, Dr. Richard Wein,
Benjamin Miyasato*

*Municipal Administrator: Keith Brady
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson*

Tuesday, May 22, 2018

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[18-103](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars.pdf](#)
[Public Works Update 4.1.2018.pdf](#)

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 (five minute time limit)

[18-104](#) Special Reports: 1) Hospital RFP Consultants, Steve Huebner and Sarah Cave and 2) CBS Department Head - Planning Director, Michael Scarcelli

Attachments: [Special Reports.pdf](#)

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** [18-105](#) Approve the minutes of the April 12, 17, May 2, and May 8 Assembly meetings
Attachments: [Consent and Minutes.pdf](#)
- B** [RES 18-08](#) Authorizing a \$11,800 grant application to the Department of Homeland Security and Emergency Management (DHS&EM) for a Local Emergency Planning Committee grant
Attachments: [Motion Memo and Res 2018-08.pdf](#)
- C** [RES 18-10](#) Authorizing the application for grants to the Alaska Department of Fish and Game under the Alaska Sustainable Salmon Fund and to the United States Fish and Wildlife Service under the Fish Passage Program for design and construction of the Peterson Street Stormwater Rehabilitation Project
Attachments: [Motion Memo and Res 2018-10.pdf](#)
[attachment 1.pdf](#)
- D** [ORD 18-21](#) Adjusting the FY18 Budget (SEACAD Justice Assistance Grant) 1st reading
Attachments: [Motion Memo and Ord 2018-21.pdf](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- E** [18-107](#) Appoint Chris Ystad to a three-year term on the Port and Harbors Commission
Attachments: [Ystad Application..pdf](#)

XI. UNFINISHED BUSINESS:

- F** [ORD 18-24](#) Amending Title 9 "Health and Sanitation" of the Sitka General Code by adding a new Chapter "Tobacco Distribution to Persons Under the Age of Twenty-One"
Attachments: [Motion Memo and Ord 2018-24.pdf](#)
- G** [ORD 18-13S](#) Amending Chapter 4.24 "Hotel, Motel and Bed and Breakfast Transient Room Tax" of the Sitka General Code by amending the heading to "Transient Lodging Tax" and modifying the provisions by changing structure references to "lodging", and incorporating package plans
Attachments: [Motion and Ord 2018-13S.pdf](#)
- H** [ORD 18-22](#) Authorizing the lease of Alaska Tideland Survey 1571 to Samson Tug and Barge Company, Inc.
Attachments: [Motion Memo and Ord 2018-22.pdf](#)
[documents from Planning Department.pdf](#)
[Lease Agreement Samson.pdf](#)
- I** [ORD 18-23](#) Amending Title 6 "Business Licenses and Regulations" of the Sitka General Code by revising Chapter 6.19 "Regulation of Commercial Operators Selling Organized Excursions or Renting Equipment for Organized Excursions" Section 6.19.030 "Permit required for commercial operations involving organized excursions when such operations occur in certain areas" Subsection C "Limitations"
Attachments: [Motion Memo and Ord 2018-23.pdf](#)
- J** [ORD 18-20](#) Adjusting the FY18 Budget (Secure Rural Schools, Pass Thru Grants)
Attachments: [Motion Memo and Ord 2018-20.pdf](#)
- K** [ORD 18-25](#) Adopting Budgets for the Fiscal Year July 1, 2018 through June 30, 2019
Attachments: [Motion and Ord 2018-25.pdf](#)
[2019 Administrator letter-FNL 5-10-18.pdf](#)
- XII. NEW BUSINESS:**
- L** [RES 18-09](#) Adopting the document named the Sitka Comprehensive Plan 2030 and authorizing an annual plan review
Attachments: [Motion Memo and Res 2018-09.pdf](#)
[Final Comp Plan reduced size.pdf](#)
[Technical Plan Draft 4Apr2018 reduced size.pdf](#)
- M** [18-108](#) Approve the Municipal Attorney providing assistance on an initiative application regarding additives in the water system
Attachments: [Motion initiative app.pdf](#)

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

N [18-106](#) Legal matter - contract claim

Attachments: [Exec Session legal matter contract claim.pdf](#)

XV. ADJOURNMENT

Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Assembly meetings are aired live on KCAW FM 104.7 and via video streaming from the City's website. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
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