



# 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*

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Tuesday, September 11, 2018

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[18-173](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars.pdf](#)

V. CEREMONIAL MATTERS

[18-162](#) Service Award - Dale Williams

Attachments: [Williams Service Award.pdf](#)

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

[18-168](#) Sitka Community Hospital - Rob Allen, CEO

Attachments: [Sitka Community Hospital.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**     [18-163](#)     Approve the minutes of the August 14, 17, 30 Assembly meetings  
*Attachments:* [Consent and Minutes.pdf](#)
- B**     [18-164](#)     Approve a liquor license transfer of ownership application from JD & PR Colton and JP & TE Colton dba Nugget Restaurant at 600 Airport Road Ste A to DPJT, Inc. dba Nugget Restaurant at 600 Airport Road Ste A  
*Attachments:* [Motion Memos and Documents Transfer of Ownership Nugget Liquor License.p](#)
- C**     [18-172](#)     Approve a Standard Marijuana Cultivation Facility license renewal application for Darren H Phillips dba Fiberflite at 120 Jarvis Street Unit C  
*Attachments:* [Motion and memos Fiberflite.pdf](#)  
[License No. 13577 Renewal-LG Notice Standard Marijuana Cultivation Facility F](#)  
[13577 Renewal Application Fiberflite.pdf](#)  
[13577 Renewal Application Certifications.pdf](#)  
[13577 Online Application Redacted Fiberflite.pdf](#)

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

*None.*

**XI. UNFINISHED BUSINESS:**

- D**     [ORD 18-42](#)     Making Supplemental Appropriations for Fiscal Year 2019 (FY2018 Purchase Orders)  
*Attachments:* [Motion Memo and Ord 2018-42.pdf](#)

- E      [RES 18-13](#)      Increasing permanent and temporary moorage rates and other harbor fees and charges (item was referred to the Port and Harbors Commission on June 26 for consideration)

**Attachments:** [Motion Memo and Res 2018-13.pdf](#)

[Assembly Minutes June 26.pdf](#)

XII.      **NEW BUSINESS:**

**New Business First Reading**

- F      [ORD 18-45](#)      Authorizing the issuance of an airport terminal revenue bond in a principal amount not to exceed \$4,500,000 to finance the cost of certain capital improvements to the terminal building at the Sitka Rocky Gutierrez Airport; authorizing the sale of the bond to the Alaska Municipal Bond Bank on the terms and conditions provided in this ordinance and in a loan agreement authorized to be entered into with the Bond Bank; providing for the date, terms, and covenants of the bond; and providing the terms and conditions for issuing additional revenue bonds on a parity with the bond authorized by this ordinance

**Attachments:** [Motion and Memo Ord 2018-45.pdf](#)

[Ord 2018-45 Airport Bond.pdf](#)

- G      [ORD 18-46](#)      Authorizing the issuance of a harbor facilities revenue bond in a principal amount not to exceed \$8,600,000 to finance a portion of the cost of certain capital improvements to Sitka's harbor facilities; authorizing the sale of the bond to the Alaska Municipal Bond Bank on the terms and conditions provided in this ordinance and in a loan agreement authorized to be entered into with the Bond Bank; providing for the date, terms and covenants of the bond; and amending a provision of Ordinance No. 2013-01

**Attachments:** [Motion and Memo Ord 2018-46.pdf](#)

[Documents from Public Works.pdf](#)

[Ord 2018-46 Crescent Harbor Bond.pdf](#)

- H      [ORD 18-47](#)      Amending Title 4 "Revenue and Finance" of the Sitka General Code by adding Chapter 4.15 "Single-Use Carryout Bag Fee", by charging a per-bag fee on single-use carryout bags provided by a vendor to a customer at a check-out stand or counter

**Attachments:** [Motion and Ord 2018-47.pdf](#)

[Health Needs Resolution of Support.pdf](#)

- I      [ORD 18-43](#)      Making Supplemental Appropriations for Fiscal Year 2018 (Personnel PERS, Solid Waste Fund Operations, MIS Operations)

**Attachments:** [Motion and Ord 2018-43.pdf](#)

- J      [ORD 18-44](#)      Making Supplemental Appropriations for Fiscal Year 2019 (Legal Department - Legal Fees)

**Attachments:** [Motion and Ord 2018-44.pdf](#)

#### **Additional New Business Items**

- K      [18-170](#)      Approve moving forward with the sale of Lot 23 (Administration Building) at the Gary Paxton Industrial Park by the invitation to bid process

**Attachments:** [Motion and Memo.pdf](#)

[GPIP Debris Flow Analysis.pdf](#)

[DRAFT CBS Bidding Instructions for 4600 Sawmill Creek Rd \(Administration Bu](#)

[DRAFT Purchase Sale Agreement CBS Admin Building.pdf](#)

- L      [18-171](#)      Approve the proposed adjustments to the Gary Paxton Industrial Park Port Tariff Fee Schedule (Port Tariff #3)

**Attachments:** [Motion and Memo.pdf](#)

[Master Tariff No. 3 9-4-2018 DRAFT-2.pdf](#)

- M      [18-166](#)      Approve a request filed by Allen Marine Tours, Inc. to proceed with an application for a Restaurant/Eating Place License Exemption with the Alcohol & Marijuana Control Office for lot 6 Finn Island

**Attachments:** [Motion and Memo.pdf](#)

- N      [18-167](#)      Discussion / Direction on a mitigation proposal submitted by Andrew Friske and Scott McArthur for South Kramer Avenue (possible executive session)

**Attachments:** [Discussion Direction mitigation proposal.pdf](#)

[Kramer Ave Mitigation Powerpoint \(003\).pdf](#)

[4349-16 Preliminary Landslide Report.pdf](#)

- O      [18-165](#)      Decision on whether to allow sales tax free day(s) following the Thanksgiving holiday and set date(s)

**Attachments:** [Sales tax free days.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**

*Not anticipated.*

**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  
Publish: September 7*