



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, September 25, 2018

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[18-182](#) Reminders, Calendars and General Correspondence

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

V. CEREMONIAL MATTERS

[18-177](#) Proclamation - Domestic Violence Awareness Month

Attachments: [Proclamation.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)

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** [18-180](#) Approve the minutes of the August 28, September 11, and September 13 Assembly meetings

Attachments: [Consent and Minutes.pdf](#)

- B** [RES 18-19](#) Supporting the Alaska Salmon Hatchery Program

Attachments: [Motion and Res 2018-19.pdf](#)

- C** [RES 18-20](#) Supporting the Sitka Trail Works, Inc. grant application to the State of Alaska Recreational Trails Program for repairs to the Sea Lion Cove Trail

Attachments: [Motion Memo and Res 2018-20.pdf](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D** [18-179](#) Appoint Charlie Woodcock to an unexpired term on the Health Needs and Human Services Commission and appoint Vaughn A. Morrison to a two-year term on the Gary Paxton Industrial Park Board of Directors

Attachments: [Motion appointments.pdf](#)

[Woodcock Application.pdf](#)

[Morrison Application.pdf](#)

XI. UNFINISHED BUSINESS:

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

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

[GPIP Port Tariff No. 3.pdf](#)

- F** [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](#)

- G** [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 (second and final reading)
Attachments: [Motion and Memo Ord 2018-45.pdf](#)
[Ord 2018-45 Airport Bond.pdf](#)
- H** [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 (second and final reading)
Attachments: [Motion and Memo Ord 2018-46.pdf](#)
[Documents from Public Works.pdf](#)
[Ord 2018-46 Crescent Harbor Bond.pdf](#)
- I** [ORD 18-43](#) Making Supplemental Appropriations for Fiscal Year 2018 (Personnel PERS, Solid Waste Fund Operations, MIS Operations) 1st reading
Attachments: [Motion and Ord 2018-43.pdf](#)
- J** [ORD 18-44](#) Making Supplemental Appropriations for Fiscal Year 2019 (Legal Department - Legal Fees) 1st reading
Attachments: [Motion and Ord 2018-44.pdf](#)
- K** [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 (second and final reading)
Attachments: [Motion and Ord 2018-47.pdf](#)
[Health Needs Resolution of Support.pdf](#)

- L** [ORD 18-41](#) Amending Title 4 "Revenue and Finance" of the Sitka General Code by modifying Chapter 4.09 "Sales Tax" at Section 4.09.020 "Collection of Tax" (products not authorized for sales tax exemptions on sales tax free days) second and final reading

Attachments: [Motion and Ord 2018-41.pdf](#)

[Minutes August 14.pdf](#)

[Minutes August 30.pdf](#)

- M** [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](#)

- N** [18-176](#) Update from the Municipal Attorney on the Nugget Restaurant Lease

Attachments: [Update Nugget.pdf](#)

[July 24 Minutes Nugget.pdf](#)

XII. NEW BUSINESS:

- O** [18-181](#) Discussion / Direction / Decision of the Administrator's annual recommended transfer to the Public Infrastructure Sinking fund

Attachments: [Motion and Memo Transfer.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

- P** [18-178](#) Legal matter: contract with the Greater Sitka Chamber of Commerce to provide Convention and Visitor Bureau Services

Attachments: [Motion exec sess and July 10 minutes.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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