



CITY AND BOROUGH OF SITKA

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

Meeting Agenda

City and Borough Assembly

*Mayor Gary Paxton
Deputy Mayor Steven Eisenbeisz,
Vice Deputy Mayor Kevin Mosher,
Kevin Knox, Dr. Richard Wein, Valorie Nelson, Thor Christianson*

*Interim Municipal Administrator: Hugh Bevan
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson*

Tuesday, January 28, 2020

6:00 PM

Assembly Chambers

WORK SESSION 5:00 P.M.

[20-021](#)

Work Session: FY19 Comprehensive Annual Financial Report / Audit

Attachments: [FY19 CAFR reduced file size](#)

[FY19 Federal and State Single Audit Reports](#)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[20-031](#)

Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

[Horan and Company letter](#)

[Legislative Priorities](#)

V. CEREMONIAL MATTERS

None.

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, 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** [20-022](#) Approve the minutes of the January 14 Assembly meeting
Attachments: [Consent and Minutes](#)
- B** [20-023](#) Approve a liquor license renewal application for Talon Charters, Inc. dba Talon Lodge at Apple Island
Attachments: [Motion and Memos](#)
[01152020 LGB Notice - City of Sitka in Borough](#)
[4594 Complete Renewal Application](#)
- C** [20-024](#) Approve a liquor license renewal application for JL Sitka, Inc. dba Westmark Sitka Hotel at 330 Seward Street
Attachments: [Motion and Memos](#)
[01152020 LGB Notice - City of Sitka Borough of Sitka.](#)
[1031 Complete Renewal Application](#)
- X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**
- D** [20-025](#) Reappoint Jere Christner to a three-year term on the Investment Committee
Attachments: [Motion Christner](#)
[Christner application](#)
- E** [20-026](#) Appoint Sandra Fontaine to a three-year term on the Library Commission
Attachments: [Motion Fontaine](#)
[Fontaine application](#)

XI. UNFINISHED BUSINESS:

- F [ORD 20-01](#) Making supplemental appropriations for Fiscal Year 2020 (Airport Entry Doors Replacement Project)

Attachments: [Motion Ord 20-01](#)
[Memo and Ord 20-01](#)

- G [20-027](#) Approve the process to update the City and Borough of Sitka seal

Attachments: [Motion](#)
[1 - City Seal Update - Proposed Process & Cost](#)
[2 - Timeline](#)
[3 - Draft City Seal Contest](#)
[4 - SE Seals Example Sheet](#)
[5 - Seal Adoption Minutes 1971](#)
[6 - SGC Use of City Seal](#)

XII. NEW BUSINESS:

New Business First Reading

- H [ORD 20-02](#) Amending Title 6 “Business Licenses And Regulations”, Title 19 “Building and Construction”, and Title 22 “Zoning” of the Sitka General Code by modifying Chapter 6.12 “Mobile and Manufactured Homes and Mobile and Manufactured Home Parks”, Chapter 19.09 “Residential Code”, Chapter 22.08 “Definitions”, Chapter 22.16 “District Regulations”, Chapter 22.24 “Special Use Permits” and adding Sections 6.12.205 “Construction Requirements For Tiny Houses and Tiny Houses On Chassis”, Section 22.08.798 “Tiny House”, and Section 22.08.799 “Tiny Houses On Chassis”

Attachments: [Motion Ord 20-02](#)
[01 21Jan20 transmittal memo tiny houses -brylinsky to assembly Ord 20-02](#)
[02 2030 Comp Plan excerpt](#)
[03 2030 Technical Plan excerpt](#)
[04 Assembly Action Plan -Tiny Homes](#)
[05 SEDA 2016 Strategic Plan excerpt](#)
[06 Excerpt from minutes of 18Dec19 PandZ meeting](#)
[07 11Dec19 StaffReport to commission ZA 19-06](#)
[08 8Jan20 update memo to commission](#)
[09 2018 IRC Appendix Q-Tiny Houses](#)
[10 Written Public Comment](#)

- I [ORD 20-03](#) Amending the official Sitka Zoning Map to rezone 4513, 4521, and 4533 Halibut Point Road from Industrial District (I) to General Commercial and Mobile Home District (C-2)

Attachments: [Motion Ord 20-03.](#)
[Memo Ord 20-03](#)
[Ord 20-03](#)
[Appendix A - Zoning Map](#)
[ZA 20-01 Planning Commission Materials](#)
[Written Public Comment](#)

Additional New Business Items

- J [RES 20-01](#) Authorizing a \$535,210 grant application to the Department of Homeland Security and Emergency Management (DHS & EM)

Attachments: [Motion Memo and Res 20-01](#)

- K [20-028](#) Approve a Water Delivery Agreement between the City and Borough of Sitka and Northern Southeast Regional Aquaculture Association

Attachments: [Motion and Memo Water Agreement](#)

- L [20-029](#) Approve a salary increase for the Library Director position from range 30F to range 35A

Attachments: [Motion and Memo Range Increase](#)
[Library Commission Resolution](#)

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

- M [20-030](#) Legal/Confidential - Sitka Police Department personnel matters PULLED

Attachments: [Motion Executive Session](#)

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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