



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

Municipal Administrator: John Leach
Municipal Attorney: Brian Hanson
Municipal Clerk: Sara Peterson

Tuesday, May 12, 2020

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[20-109](#) Reminders, Calendars, and General Correspondence

Attachments: [01 Reminders and Calendars](#)

[02 SPD 2nd QUARTERLY ADMINISTRATIVE REPORT](#)

[03 PW Assembly Update 4 April 5.1.20](#)

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** [20-103](#) Approve the minutes of the April 23, April 28, and May 5 Assembly meetings

Attachments: [Consent and Minutes](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

- B** [ORD 20-10](#) An Emergency Ordinance of the City and Borough of Sitka making a supplemental appropriation to the FY2020 budget per Section 11.10(a) of the Home Rule Charter of the City and Borough of Sitka (second reading - first reading of the emergency ordinance was approved March 16)

Attachments: [Motion and Ord 2020-10](#)

- C** [ORD 20-17](#) Adopting budgets and capital improvement plans for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2020 through June 30, 2021

Attachments: [01 Motion Ord 2020-17](#)

[02 Memo Ord 2020-17](#)

[03 Ord 2020-17](#)

[04 Item F Budget Changes-4-22-2020](#)

[05 FY2021 Draft Budget Book April 22 2020 FINAL](#)

- D** [ORD 20-18](#) Adopting the budget and capital improvement plan for the Electric Fund for the fiscal year July 1, 2020 through June 30, 2021

Attachments: [01 Motion 2020-18](#)

[02 Memo Ord 2020-18](#)

[03 Ord 2020-18](#)

[04 Item G Budget Changes-4-22-2020](#)

- E** [ORD 20-19](#) Adopting the budget and capital improvement plan for the Water Fund for the fiscal year July 1, 2020 through June 30, 2021
Attachments: [01 Motion Ord 2020-19](#)
[02 Memo Ord 2020-19](#)
[03 Ord 2020-19](#)
[04 Item H Budget Changes-4-22-2020](#)
- F** [ORD 20-20](#) Adopting the budget and capital improvement plan for the Wastewater Fund for the fiscal year July 1, 2020 through June 30, 2021 and amending Title 15 "Public Utilities" of the Sitka General Code to increase Section 15.04.320 "Rates and Fees"
Attachments: [01 Motion Ord 2020-20](#)
[02 Memo Ord 2020-20](#)
[03 Ord 2020-20](#)
[04 Item I Budget Changes-4-22-2020](#)
- G** [ORD 20-21](#) Adopting the budget and capital improvement plan for the Solid Waste Fund for the fiscal year July 1, 2020 through June 30, 2021 and amending Title 15 "Public Utilities" of the Sitka General Code to increase solid waste disposal rates in Section 15.06.020 "Solid Waste Disposal Policy and Rates," Section 15.06.035 "Rates for Treatment and Collection," and Section 15.06.045 "Transfer Station Drop-Off Charges and Special Refuse Collection Charges"
Attachments: [01 Motion Ord 2020-21](#)
[02 Memo Ord 2020-21](#)
[03 Ord 2020-21](#)
[04 Item J Budget Changes-4-22-2020](#)
- H** [ORD 20-23](#) Adopting budgets and capital improvement plans for the Airport Terminal Fund, the Marine Service Center Fund, and the Gary Paxton Industrial Park Fund for the fiscal year July 1, 2020 through June 30, 2021
Attachments: [01 Motion Ord 2020-23](#)
[02 Memo Ord 2020-23](#)
[03 Ord 2020-23](#)
[04 Item L Budget Changes-4-22-2020](#)
- I** [ORD 20-22](#) Adopting the budget and capital improvement plan for the Harbor Fund for the fiscal year July 1, 2020 through June 30, 2021
Attachments: [01 Motion Ord 2020-22](#)
[02 Memo Ord 2020-22](#)
[03 Ord 2020-22](#)
[04 Item K Budget Changes-4-22-2020](#)

- J [RES 20-10](#) Increasing permanent and temporary moorage rates and other harbor fees and charges (Action on this item was postponed at the April 28 meeting)

Attachments: [01 Motion Res 2020-10](#)
[02 Res 2020-10](#)

XII. **NEW BUSINESS:**

- K [20-108](#) Rescind the motion at the April 14 Assembly meeting approving Emergency Ordinance 2020-14 requiring all people arriving in Sitka, without exception unless determined a critical healthcare worker, to self-quarantine for 14 days before working for critical workforce infrastructure businesses and requiring such businesses to submit a protection plan to the City and Borough of Sitka that must be approved by the Municipal Administrator

Attachments: [01 Motion to Rescind](#)

- L [RES 20-17](#) Urging the people in the City and Borough of Sitka to follow the State of Alaska COVID-19 Health Mandates and continue to practice appropriate public health protocols to limit the spread of COVID-19

Attachments: [01 Motion and Memo Res 2020-17](#)

- M [20-105](#) Waive and accept late applications filed for the “Senior Citizen Exemption” to real property taxes: Sandra Greba, Beth Kindig, and Karen Lucas

Attachments: [01 Motion and Memo](#)
[02 Applications for exemption.](#)

- N [20-106](#) Approve the City and Borough of Sitka Athletic Field Use Policy and Guidelines as recommended by the Parks and Recreation Committee

Attachments: [00 Motion](#)
[01 Assembly memo for Athletic Field Use Policy](#)
[02 REVISION Field Use Policy - Draft 4.7.2020](#)
[03 P&R compiled minutes](#)
[04 Athletic Field Use Permit Application](#)
[05 AthleticFieldUsePermitGuidelines_2019](#)

- O** [20-104](#) Discussion / Direction / Decision regarding a recommendation whether to enter negotiations on a final contract with a developer to construct, maintain, and operate a haulout and shipyard at the Gary Paxton Industrial Park in accordance with the Request for Proposal
- Attachments:** [00 Discussion Direction Decision](#)
 [01 GPIIP Waterfront development haul out proposals \(2\)](#)
 [02 GPIIP Haul out RFP Scoring001](#)
 [03 RFP for Construction and Operation of Marine Haulout](#)
 [04 WC Enterprises GPIIP Shipyard map concept 3](#)
 [05 WC Enterprises MHF Proposal 4-15-2020](#)
 [06 Sitka Sound Industrial LLC GPIIP Haulout and Shipyard Proposal Final](#)
 [07 GPIIP Mtg 4.27.2020 DRAFT Minutes](#)
- P** [RES 20-11](#) Authorizing the Municipal Administrator to apply for a Build 2020 Grant with the U.S. Department of Transportation (USDOT) for \$6,539,200 with a 20% match commitment to support haulout infrastructure at the Gary Paxton Industrial Park (GPIIP) (1st and final reading)
- Attachments:** [Motion Res 2020-11](#)
 [Memo Res 2020-11 REVISED](#)
 [Res 2020-11](#)
 [GPIIP Haulout narrative ASSEMBLY 5-5-20](#)
- Q** [RES 20-12](#) Authorizing the Municipal Administrator to apply for a Build 2020 Grant with the U.S. Department of Transportation (USDOT) for \$7,378,320 with a 20% match commitment to support the reconstruction of the port wall and crane at the Marine Services Center (1st and final reading)
- Attachments:** [Motion Res 2020-12](#)
 [Memo Res 2020-12 REVISED](#)
 [Res 2020-12](#)
 [MSC Wall & Crane narrative ASSEMBLY 5-5-20](#)
- R** [RES 20-18](#) Authorizing the Municipal Administrator to apply for a Port Infrastructure Development Program (PIDP) 2020 Grant with the U.S. Department of Transportation (USDOT) for \$7,378,320 with a 20% match commitment to support the reconstruction of the Port Wall and Crane at the Marine Services Center (MCS) (1st and final reading)
- Attachments:** [Motion 2020-18 REVISED](#)
 [Memo Res 2020-18 REVISED](#)
 [Res 2020-18 REVISED](#)

- S** [20-107](#) Discussion on CARES Act fund distribution programs
- Attachments:** [00 Discussion](#)
 [01 2020 CARES Act Funding White Paper 5.7](#)
 [02 COVID-Relief-Fund-Guidance-4.23.2020](#)
 [03 Coronavirus-Relief-Fund-Frequently-Asked-Questions](#)
 [04 Coronavirus-Relief-Fund-Frequently-Asked-Questions-Updated-05020](#)
- T** [RES 20-13](#) Approving Sitka’s participation in a proposed refinancing by the Alaska Municipal Bond Bank of certain of its 2010 general obligation bonds, which provided funds to purchase electric revenue bonds issued by Sitka to the Bond Bank under a loan agreement between Sitka and the Bond Bank; authorizing the Municipal Administrator and Chief Finance and Administrative Officer to enter into an amendatory loan agreement with the Bond Bank setting forth revised debt service schedules for the loans evidenced by Sitka’s 2010 bonds, in accordance with the 2010 loan agreement, if the Bond Bank successfully refinances its 2010 bonds; authorizing the issuance of amended electric revenue bonds to the Bond Bank to evidence the refinanced loans; and establishing an effective date (1st and final reading)
- Attachments:** [Motion Res 2020-13](#)
 [Memo Res 2020-13](#)
 [Res 2020-13 REVISED 050820](#)
 [AMBBA Taxable Advance Refunding Monitor March 16 2020 \(2\) Res 2020-13](#)
 [AMBB 2020-1 Tax-Exempt Loan Matrix \(4-27-20\) Res 2020-13](#)
- U** [RES 20-14](#) Approving Sitka’s participation in a proposed refinancing by the Alaska Municipal Bond Bank of certain of its bonds issued in 2013 and 2014, which provided funds to purchase electric revenue bonds issued by Sitka to the Bond Bank under loan agreements between Sitka and the Bond Bank; authorizing the Municipal Administrator and Chief Finance and Administrative Officer to enter into one or more amendatory loan agreements with the Bond Bank setting forth revised debt service schedules for the loans evidenced by Sitka’s bonds, in accordance with the applicable loan agreements, if the Bond Bank successfully refinances its bonds; authorizing the issuance of refunding electric revenue bonds to the Bond Bank to evidence the refinanced loans; and establishing an effective date (1st and final reading)
- Attachments:** [Motion Res 2020-14](#)
 [Memo Res 2020-14](#)
 [Res 2020-14](#)
 [AMBBA Taxable Advance Refunding Monitor March 16 2020 \(2\) Res 2020-14](#)
 [AMBB 2020-1 Tax-Exempt Loan Matrix \(4-27-20\) Res 2020-14](#)

- V** [RES 20-15](#) Approving Sitka's participation in a proposed refinancing by the Alaska Municipal Bond Bank of its bonds that provided funds to purchase Sitka's Harbor Facilities Revenue Bond, 2013, issued by Sitka to the Bond Bank under a loan agreement between Sitka and the Bond Bank; authorizing the Municipal Administrator and Chief Finance and Administrative Officer to enter into an amendatory loan agreement with the Bond Bank setting forth a revised debt service schedule for the loan evidenced by Sitka's 2013 bond, in accordance with the 2013 loan agreement, if the Bond Bank successfully refinances its 2013 Bonds; authorizing the issuance of an amended harbor revenue bond to the Bond Bank to evidence the refinanced loan; and establishing an effective date (1st and final reading)
- Attachments:** [Motion Res 2020-15](#)
 [Memo Res 2020-15](#)
 [Res 2020-15](#)
 [AMBBA Taxable Advance Refunding Monitor March 16 2020 \(2\) Res 2020-15](#)
 [AMBB 2020-1 Tax-Exempt Loan Matrix \(4-27-20\) Res 2020-15](#)
- W** [RES 20-16](#) Approving Sitka's participation in a proposed refinancing by the Alaska Municipal Bond Bank of its bonds that provided funds to purchase general obligation bonds issued by Sitka to the Bond Bank under loan agreements between Sitka and the Bond Bank; authorizing the Municipal Administrator and Chief Finance and Administrative Officer to enter into one or more amendatory loan agreements with the Bond Bank setting forth revised debt service schedules for the loans evidenced by Sitka's bonds, in accordance with the applicable loan agreements, if the Bond Bank successfully refinances its bonds; authorizing the issuance of refunding general obligation bonds to the Bond Bank to evidence the refinanced loans; and establishing an effective date (1st and final reading)
- Attachments:** [Motion Res 2020-16](#)
 [Memo Res 2020-16](#)
 [Res 2020-16](#)
 [AMBBA Taxable Advance Refunding Monitor March 16 2020 \(2\) Res 2020-16](#)
 [AMBB 2020-1 Tax-Exempt Loan Matrix \(4-27-20\) Res 2020-16](#)
- X** [ORD 20-26](#) Amending Title 2 "Administration", Chapter 2.04 "City and Borough Assembly", Section 2.04.010 "Agenda" (1st reading)
- Attachments:** [Motion Ord 2020-26](#)
 [Ord 2020-26](#)

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. Regular Assembly meetings are livestreamed through the City's website, aired live on KCAW FM 104.7, and broadcast live on local television channel 11. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
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