



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

MEMORANDUM

To: Mayor Paxton and Assembly Members

From: Keith Brady, Municipal Administrator

Date: 4-17-19

Subject: Approval of Bruce Wall for Planning and Community Development Director

Summary

We have been searching for a Planning and Community Development (PCD) Director since August 2018. We have gone through four rounds of advertising and interviews. For this department to do the job they need for the good of the community of knowing and changing code, land sales, and land development, I was looking for someone with experience and preferably with an AICP certificate. This someone would also need to fit into the organization and community culture.

Sitka's Home Rule Charter 4.04(1) requires the Assembly to approve the appointment of department heads.

The applications were reviewed by Scott Brylinsky, Pat Swedeen, Matthew Lone and me. Based on his qualifications and the results of his pre-screening interview, Scott, Pat, Matthew and I chose to interview Bruce Wall. We all agreed that his resume and interview showed that he has the experience to do the job well and would be a great asset to the City and Borough of Sitka.

Fiscal Note

The proposed offer:

Starting Salary:	\$93,724.80 per year, paid in bi-weekly payments, Grade 36, Exempt full-time, benefitted
Annual Leave Accrual	12.67 hours per month (152 hours per year)
Moving Expenses	Up to \$10,000 payable as reimbursement of expenses upon provision of receipts
Other Benefits	As described in the City and Borough of Sitka Personnel Policies Handbook
Starting Date	To be determined, proposed for July 1, 2019

Recommendation

Approve the appointment of Bruce Wall as Planning and Community Development Director.