



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
1332 Seward Ave.
Room 229
Sitka, AK
(907)747-1811

Meeting Agenda

City and Borough Assembly

Mayor Mim McConnell
Deputy Mayor Matt Hunter
Vice-Deputy Mayor Benjamin Miyasato
Aaron Swanson, Steven Eisenbeisz
Tristan Guevin, and Bob Potrzuski

Municipal Administrator: Mark Gorman
Municipal Attorney: Brian Hanson

Tuesday, September 27, 2016

6:00 PM

Assembly Chambers

WORKSESSION 5:00 PM

[16-168](#)

Worksession: Electric Department 10 Year Capital Plan and Overview of Ordinance 2016-38: Amending Sitka General Code Chapter 15.01 "Electric Utility Policies", at Section 15.01.020 "Electrical Rates", by increasing electrical rates, adding provisions to interruptible rates, and removing Section 15.01.015 "Construction Guidelines", Section 15.01.085 "Carrier Current" and Section 15.01.090 "Rebate Program for Electric Heat Pump Heating Systems" (no action will be taken during the worksession)

Attachments: [Memo Electric Department 10 Year Capital Plan.pdf](#)

[Electric Department -Rates and 10 year plan.pdf](#)

[Ord 2016-38.pdf](#)

[Finance Department Customer Service Procedures 9-9-2016.pdf](#)

[Electrical Dept Construction Guidelines.pdf](#)

REGULAR MEETING

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. ROLL CALL
- IV. CORRESPONDENCE/AGENDA CHANGES

[16-173](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars.pdf](#)
[SCH SEARCH Letter September 2016.pdf](#)

V. CEREMONIAL MATTERS

None anticipated.

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

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 [16-171](#) Approve the minutes of the September 13, 2016 Assembly meeting

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

B [RES 16-18](#) Supporting the application for a technical assistance workshop, free of charge, from Smart Growth America

Attachments: [Res 2016-18.pdf](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

C [16-172](#) Appoint: 1) Richard Parmelee to an unexpired term on the Planning Commission, 2) Woody Widmark to a three-year term on the Parks and Recreation Committee, 3) Lance Ewers to a term on the Local Emergency Planning Committee and 4) Craig Warren to a term on the Local Emergency Planning Committee

Attachments: [Motion Appointments.pdf](#)

[Parmelee.pdf](#)

[Widmark.pdf](#)

[Ewers and Warren.pdf](#)

XI. UNFINISHED BUSINESS:

- D** [ORD 16-32](#) Amending Sitka General Code Chapter 4.05 "Marine Passenger Fee Fund"
Attachments: [Motion Ord 2016-32.pdf](#)
 [Ord 2016-32.pdf](#)
- E** [ORD 16-34](#) Authorizing the transfer of the City and Borough of Sitka's "Boomer property", composed of 48 acres located within the West Chichagof-Yakobi Wilderness Area (Wilderness Area), and also known as "US Mineral Survey 1453 & 1587", to the US Forest Service for incorporation into the Wilderness Area
Attachments: [Motion Ord 2016-34.pdf](#)
 [Memo Ord 2016-34.pdf](#)
 [Ord 2016-34.pdf](#)
- F** [ORD 16-35](#) Authorizing the extension of the lease of the land at 323 Seward Street to November 1, 2046 to White Elephant Shop, Inc.
Attachments: [Motion Ord 2016-35.pdf](#)
 [White Elephant Renewal of Lease rotated.pdf](#)
 [Ord 2016-35.pdf](#)
- G** [ORD 16-36](#) Authorizing the lease of 7109 square feet of ATS 15 tidelands adjacent 1 Lincoln Street to Petro Marine Services
Attachments: [Ord 2016-36 rotated.pdf](#)
- XII. NEW BUSINESS:**
- H** [16-169](#) Approve Amendment No. 5 to the lease between the City and Borough of Sitka and Sitka Animal Hospital
Attachments: [Sitka Animal Hospital Lease Amendment.pdf](#)
- I** [ORD 16-40](#) Authorizing assignment of sublease of space by Ostrov Enterprises dba North Star Rent A Car to Alaska Rent A Car, Inc dba Avis Rent A Car at the Sitka Rocky Gutierrez Airport Terminal Building (first reading)
Attachments: [Motion Ord 2016-40.pdf](#)
 [Ord 2016-40.pdf](#)
- J** [ORD 16-39](#) Amending Sitka General Code Title 4 "Revenue and Finance" by adding a new Chapter 4.25 "Student Activities Dedicated Travel Fund" (first reading)
Attachments: [Motion Ord 2016-39.pdf](#)
 [Ord 2016-39.pdf](#)

- K** [ORD 16-38](#) Amending Sitka General Code Chapter 15.01 "Electric Utility Policies", at Section 15.01.020 "Electrical Rates", by increasing electrical rates, adding provisions to interruptible rates, and removing Section 15.01.015 "Construction Guidelines", Section 15.01.085 "Carrier Current" and Section 15.01.090 "Rebate Program for Electric Heat Pump Heating Systems" (first reading)
Attachments: [Motion Ord 2016-38.pdf](#)
[Ord 2016-38..pdf](#)
[Finance Department Customer Service Procedures 9-9-2016..pdf](#)
[Electrical Dept Construction Guidelines..pdf](#)
- L** [ORD 16-33](#) Adjusting the FY17 Budget (first reading)
Attachments: [Motion Ord 2016-33.pdf](#)
[Ord 2016-33.pdf](#)
- M** [16-170](#) Transfer \$440,862 from the FY16 General Fund balance to the Public Infrastructure Sinking Fund and place \$250,000 of the General Fund unreserved, undesignated fund balance to a committed fund balance for unbudgeted landslide legal, geotechnical and other related expenses
Attachments: [Public Infrastructure Sinking Fund.pdf](#)
- N** [ORD 16-37](#) Adjusting the FY17 Budget (Public Infrastructure Sinking Fund - first reading)
Attachments: [Motion Ord 2016-37.pdf](#)
[Ord 2016-37.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

XV. ADJOURNMENT

*Sara Peterson, CMC
Municipal Clerk
Publish: September 23*