



City and Borough of Sitka

Coast Guard City, USA

Human Resources

100 Lincoln Street • Sitka, Alaska 99835

Phone: (907) 747-1816 email: hr@cityofsitka.org fax: (907) 747-1846

July 30, 2020

Antonio (Tony) Rosas

Sent via email antonio.rosas@cityofsitka.org

RE: Offer letter for position of Harrigan Centennial Hall Manager

Dear Tony,

On behalf of the City and Borough of Sitka, Alaska, I am pleased to make the following offer of employment to you for the position of Harrigan Centennial Hall Manager:

Starting Salary: \$72,217.60 per year, paid in bi-weekly payments (Grade 30, Step F), full-time, benefitted.

Annual Leave Accrual 5.85 hours bi-weekly (152 hours per year).

Other Benefits Benefits continue with some modification to mandatory deadlines "use it or lose it" leave balances. Annual mandatory leave balance deadline is December 31st of each year. Mandatory floating holiday deadline is June 30th of each year.

This change will require you to use 20 hours of mandatory annual leave by December 31, 2020.

Starting Date To be determined, proposed for October 1, 2020.

This offer is effective until 5:00 pm Alaska time August 14, 2020. Please acknowledge your acceptance or rejection of this offer by email or in writing. If you need more time to consider the offer, please contact me before the deadline.

Congratulations Tony, we look forward to working with you.

Sincerely,

John Leach
Municipal Administrator

Cc: Human Resources