



CITY AND BOROUGH OF SITKA

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

Meeting Agenda

City and Borough Assembly

*Mayor Steven Eisenbeisz,
Deputy Mayor Kevin Mosher,
Vice Deputy Mayor Crystal Duncan,
Thor Christianson, Chris Ystad,
Timothy Pike, JJ Carlson*

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

Tuesday, April 25, 2023

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

V. CORRESPONDENCE/AGENDA CHANGES

[23-063](#) Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

[Electric Department Quarterly Report April](#)

[Library Department Quarterly Report April 2023](#)

[Sitka Fire Department Quarterly Report April](#)

[2022 Annual Short-Term Rental Report](#)

VI. CEREMONIAL MATTERS

None.

VII. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (five minute time limit)

VIII. 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.

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** [23-057](#) Approve the minutes of the April 6 and 11 Assembly meetings

Attachments: [Consent and Minutes](#)

- B** [23-056](#) Approve a liquor license renewal application for Trinity Business Services LLC dba Halibut Point Crab & Brew (transfer to Marina Pizza & Grill at 201 Katlian Street effectuated)

Attachments: [Motion and Memos](#)
[Notice and Application](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- C** [23-061](#) Reappoint Shannon Freitas to a three-year term on the Local Emergency Planning Commission under Category 2 Law Enforcement, Civil Defense, Fire Fighting, First Aid, Local Environmental/Hospital, and Transportation Personnel

Attachments: [Motion and application](#)

- D [23-062](#) Appoint Tourism Task Force Members:
- 1) appoint Camille Ferguson to the Sitka Tribe of Alaska seat,
 - 2) appoint Scott Wagner to the Port and Harbors Commission seat,
 - 3) appoint Barbara Bingham to the Sustainability Commission seat,
 - 4) appoint Jeremy Plank to the Tours and Attractions seat,
 - 5) appoint Chris McGraw to the Sitka Sound Cruise Terminal seat,
 - 6) appoint one to the Business in General seat: Cambria Holmes, Holly Reeder, Noah Rogers,
 - 7) appoint one to the Downtown Business Corridor seat: James Michener, Shirley E. Robards,
 - 8) appoint two to the Community At-Large seats: Larry Edwards, Phyllis Hackett, William (Jerry) Jacobs, Rich McClear, Ronald Reda, Ral T West

Attachments: [Motions Tourism Task Force](#)

[Establishing resolution and membership directives](#)

[Sustainability Commission minutes](#)

[Camille Ferguson_STA](#)

[Scott Wagner_Harbors](#)

[Barbara Bingham_Sustainability](#)

[Jeremy Plank_Tours Attractions](#)

[Chris McGraw_Cruise Terminal](#)

[Cambria Holmes_Business in General](#)

[Holly Reeder_Business General](#)

[Noah Rogers_Business General](#)

[James Michener_Downtown Business Corridor](#)

[Shirley Robards_Downtown Business Corridor](#)

[Larry Edwards_Community At-Large](#)

[Phyllis Hackett_Community At-Large](#)

[Jerry Jacobs_At Large](#)

[Rich McClear_At Large](#)

[Ronald Reda_At Large](#)

[Ral West_Community At-Large](#)

XI. UNFINISHED BUSINESS:

- E [ORD 23-05](#) Amending Title 2 “Administration,” Chapter 2.40 “Elections” of the Sitka General Code by updating Section 2.40.095 “Candidate Biographical Information” and repealing and replacing Sections 2.40.190-230 “VI. Absentee or Advanced Balloting”

Attachments: [Motion Ord 2023-05](#)

[Memo Ord 2023-05](#)

[Ord 2023-05](#)

XII. NEW BUSINESS:

- F [23-058](#) Discussion / Direction / Decision on the City and Borough of Sitka Emergency Procurement procedures

Attachments: [DDD title page](#)

[Emergency Procurement Procedures handout](#)

- G [RES 23-16](#) Authorizing an application to the fiscal year 2023 Port Security Grant Program

Attachments: [Motion Memo and Res 2023-16](#)

- H [RES 23-18](#) Authorizing the Municipal Administrator to apply for the National Renewable Energy Laboratories (NREL) Energy Transitions Initiative Partnership Project

Attachments: [Motion Memo Res and App ETIPP](#)

- I [23-060](#) Authorize the Municipal Administrator to apply to the US Department of Energy Grid Deployment Office Section 242: Hydroelectric Production Incentive Program

Attachments: [Motion and Memo](#)

- J [23-059](#) Authorize the Municipal Administrator to apply to the Alaska Department of Health’s Healthy & Equitable Communities Round 2 Funding for supplementing the Crescent Harbor High Low Dock Net Shed project

Attachments: [Motion and Memo DOH Funding Opportunity](#)

- K [RES 23-17](#) Rescheduling the 2023 Board of Equalization from May 1 to May 9

Attachments: [Motion and Res 2023-17](#)

XIII. PERSONS TO BE HEARD:

Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.

XIV. REPORTS

a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other**XV. EXECUTIVE SESSION**

Not anticipated.

XVI. 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 and Special Assembly meetings are livestreamed through the City's website and YouTube channel, and aired live on KCAW FM 104.7. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.

*Sara Peterson, MMC, Municipal Clerk
Publish: April 21*