

## **CONSENT AGENDA**

### **POSSIBLE MOTION**

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**I MOVE TO APPROVE THE CONSENT AGENDA  
CONSISTING OF ITEMS A & B.**

**I wish to remove Item(s) \_\_\_\_\_**

**REMINDER – When making the motion to approve the  
consent agenda, please read the title of each item  
being voted on that is included in the consent vote.**

Should this item be pulled from the Consent Agenda the following motion is suggested:

## **POSSIBLE MOTION**

**I MOVE TO** approve the minutes of the April 23, May 14, May 16, and May 28 Assembly meetings.



# CITY AND BOROUGH OF SITKA

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

## Minutes - Draft

### City and Borough Assembly

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

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

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Tuesday, April 23, 2024

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. RECITAL OF LANDS ACKNOWLEDGEMENT

#### IV. ROLL CALL

Assembly Member Christianson left meeting at 7:00 p.m.

**Present:** 7 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

#### V. CORRESPONDENCE/AGENDA CHANGES

Mayor Eisenbeisz stated Ordinance 2024-08 would not be coming forward for second reading. After the April 9 meeting, the Assessor had further researched the matter and determined a nonprofit child care institution qualified for the mandatory education property tax exemption. Ordinance 2024-08 was determined to be unnecessary and no further action was required.

[24-065](#)

Reminders, Calendars, and General Correspondence

#### 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)

School Board President Tristan Guevin provided an update.

## VIII. PERSONS TO BE HEARD

Valorie Nelson spoke of Administration, Electric, and Police Department operations.  
Richard Wein commented on State news, the Electric Department quarterly report, and tourism levels.

## IX. CONSENT AGENDA

Richard Wein commented.

**A motion was made by Mosher that the Consent Agenda consisting of items A & B be APPROVED. The motion PASSED by the following vote.**

**Yes:** 7 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

- A**     [24-063](#)     Approve the minutes of the April 4, 9, and 16 Assembly meetings

**This item was APPROVED ON THE CONSENT AGENDA.**

- B**     [24-062](#)     Approve a package store sampling endorsement application for Triple C Ventures, Inc. dba Watson Point Liquors at 1867 Halibut Point Road

**This item was APPROVED ON THE CONSENT AGENDA.**

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- C**     [24-061](#)     Reappoint Katherine Prussian to a three-year term on the Parks and Recreation Committee and Appoint Austin Cranford to an unexpired term on the Police and Fire Commission

**A motion was made by Christianson to appoint Katherine Prussian to a three-year term on the Parks and Recreation Committee. The motion PASSED by the following vote.**

**Yes:** 7 - Ystad, Eisenbeisz, Carlson, Mosher, Pike, Christianson, and Saline

Richard Wein commented.

**A motion was made by Saline to appoint Austin Cranford to an unexpired term on the Police and Fire Commission. The motion FAILED by the following vote.**

**Yes:** 2 - Saline and Eisenbeisz

**No:** 5 - Christianson, Carlson, Pike, Ystad, and Mosher

Richard Wein and Valorie Nelson commented.

Eisenbeisz asked questions of Cranford.

## XI. UNFINISHED BUSINESS:

- D**     [ORD 24-07S](#)     Amending Title 4 "Revenue and Finance" of the Sitka General Code by updating Chapter 4.85 "Driver Facility Charge"

Richard Wein, Valorie Nelson, and Austin Cranford commented.

**A motion was made by Mosher that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, and Saline

**No:** 1 - Carlson

- E**     [ORD 24-09A](#)     Authorizing a property tax exemption for the Youth Advocates of Sitka, Inc. ("YAS") for the property located at 3411 Halibut Point Road

Valorie Nelson spoke in opposition and Richard Wein commented. Heather Meuriet and Keith Brady spoke in support.

Municipal Attorney Brian Hanson reminded the exemption was optional and the Assembly needed to decide whether they wished to approve. Pike suggested a temporary exemption.

**A motion was made by Pike to AMEND the ordinance so that the exemption would sunset after one year. The amendment PASSED by the following vote.**

**Yes:** 5 - Pike, Ystad, Saline, Eisenbeisz, and Carlson

**No:** 1 - Mosher

**Absent:** 1 - Christianson

Richard Wein and Keith Brady commented.

**A motion was made by Mosher that this Ordinance be APPROVED on SECOND AND FINAL READING AS AMENDED. The motion PASSED by the following vote.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

## **XII. NEW BUSINESS:**

- F**     [24-064](#)     Authorize the Municipal Administrator to apply to the Energy Efficiency and Conservation Block Grant to support recycling and municipal fleet electrification

Sustainability Coordinator Bri Gabel explained the funding opportunity.

Richard Wein spoke in support.

**A motion was made by Ystad that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**XIII. PERSONS TO BE HEARD:**

Richard Wein expressed the need for a review of community purpose exemptions and commented on the Electric Department quarterly report. Austin Cranford commented on the Electric Department quarterly report and his board/commission application.

**XIV. REPORTS**

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

Mayor - Eisenbeisz provided a review of the lobbying trip.

Administrator - Leach reported on the lobbying trip and the Northwest Manager's Conference.

Clerk - Peterson provide a list of upcoming meetings.

Other - Mosher commented on the potential for housing development in the Indian River valley.

**XV. EXECUTIVE SESSION**

None.

**XVI. ADJOURNMENT**

**A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:07 p.m.**

**ATTEST: \_\_\_\_\_**  
**Sara Peterson, MMC**  
**Municipal Clerk**



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ASSEMBLY CHAMBERS  
330 Harbor Drive  
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## Minutes - Draft

### City and Borough Assembly

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

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

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Tuesday, May 14, 2024

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. RECITAL OF LANDS ACKNOWLEDGEMENT**

**IV. ROLL CALL**

**Present:** 5 - Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 2 - Christianson, and Mosher

**V. CORRESPONDENCE/AGENDA CHANGES**

No agenda changes.

[24-074](#)

Reminders, Calendars, and General Correspondence

**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)**

[24-067](#)

Sitka Housing Summit Report - Amy Ainslie (CBS) and Robin Sherman (STA)

Ainslie and Sherman presented a summary of the findings from the recent housing

summit organized by Sitka Tribe of Alaska, Baranof Island Housing Authority, and the City and Borough of Sitka.

## VIII. PERSONS TO BE HEARD

Loren Wild gave an update on the work of the group Childcare Now. Richard Wein spoke to the Childcare Now efforts, suggested department head quarterly reports be given verbally, and mentioned the Producers Price Index. Austin Cranford talked about the housing summit report, interest rates, and a fraud incident affecting the City.

## IX. CONSENT AGENDA

**A motion was made by Ystad that the Consent Agenda consisting of item A be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 2 - Christianson, and Mosher

- A**     [RES 24-11](#)     Authorizing a 50/50 matching grant application to the Office of Justice Programs - Bulletproof Vest Partnership

**This item was APPROVED ON THE CONSENT AGENDA.**

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B**     [24-070](#)     Reappoint 1) Trish White to a three-year term on the Local Emergency Planning Committee under Category 5 - Owners/Operators of Facilities and 2) Shauna Thornton to a three-year term on the Port and Harbors Commission

Richard Wein commented.

**A motion was made by Ystad that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 2 - Christianson, and Mosher

## XI. UNFINISHED BUSINESS:

- C**     [ORD 24-09A](#)     Authorizing a property tax exemption for the Youth Advocates of Sitka, Inc. ("YAS") for the property located at 3411 Halibut Point Road

Richard Wein commented.

**A motion was made by Pike that this Ordinance be APPROVED on THIRD AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 2 - Christianson, and Mosher



**XII. NEW BUSINESS:****New Business First Reading**

- D**     [ORD 24-10](#)     Making supplemental appropriations for fiscal year 2024 (Replace Harbor 300HP Outboard)
- A motion was made by Carlson that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:**   5 -   Eisenbeisz, Ystad, Pike, Carlson, and Saline
- Absent:**   2 -   Christianson, and Mosher
- 
- E**     [ORD 24-11](#)     Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2024 through June 30, 2025
- Richard Wein, Rachel Roy, and Austin Cranford commented.
- Assembly Members thanked staff for their work on the FY25 budget.
- A motion was made by Ystad that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:**   5 -   Eisenbeisz, Ystad, Pike, Carlson, and Saline
- Absent:**   2 -   Christianson, and Mosher
- 
- F**     [ORD 24-12](#)     Adopting the budget and capital improvement plan for Enterprise Funds for the fiscal year July 1, 2024 through June 30, 2025, amending rates in Title 15 "Public Utilities" of the Sitka General Code and adopting moorage rates and other harbor fees
- Richard Wein commented.
- A motion was made by Ystad that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:**   5 -   Eisenbeisz, Ystad, Pike, Carlson, and Saline
- Absent:**   2 -   Christianson, and Mosher
- 
- G**     [ORD 24-13](#)     Making supplemental appropriations for fiscal year 2024 (Clean Energy to Communities Project)
- Richard Wein commented.
- A motion was made by Ystad that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:**   4 -   Eisenbeisz, Ystad, Pike, and Carlson
- No:**   1 -   Saline

**Absent:** 2 - Christianson, and Mosher

**Additional New Business Items**

**H**     [24-071](#)            Approve a 20 year historic preservation covenant between the State of Alaska Historic Preservation Office and the City and Borough of Sitka for the Japonski Island Boathouse

Planning and Community Development Director Amy Ainslie provided background and an overview of the request.

Keith Nyitray, Bruce Gazaway, and Richard Wein spoke in support.

**A motion was made by Pike that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 2 - Christianson, and Mosher

**XIII. PERSONS TO BE HEARD:**

Richard Wein offered budget comments.

**XIV. REPORTS**

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

Mayor - Eisenbeisz reported on a quarterly meeting with City and Tribal leaders.

Liaison reports - Carlson reported on the Tourism Task Force, Ystad on Port and Harbors and Parks and Recreation, and Pike on the Police and Fire Commission meeting.

Clerk - Peterson told of the upcoming meeting schedule and reviewed board/commission vacancies.

**XV. EXECUTIVE SESSION**

None.

**XVI. ADJOURNMENT**

**A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:34 p.m.**

**ATTEST:** \_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk



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### City and Borough Assembly

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

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

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Thursday, May 16, 2024

6:00 PM

Assembly Chambers

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#### SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

**Present:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

V. CORRESPONDENCE/AGENDA CHANGES

Eisenbeisz informed Municipal Attorney candidate Annemarie Billingsley had withdrawn her application.

VI. PERSONS TO BE HEARD

Leah Mason spoke of support for entrepreneurs, limited time and resources available in the community, and succession planning. Nalani James encouraged signage to dissuade people from crossing streets in locations not marked by a crosswalk.

VII. NEW BUSINESS:

A [24-072](#) Presentation of the Tourism Task Force final recommendations

Planning and Community Development Director Amy Ainslie announced she found a calculation error in information previously shared with the public regarding sales tax projections. Chair Jim Michener presented the recommendations of the Tourism Task Force.

The Assembly thanked the group for their work.

**B**     [24-073](#)

**Discussion/ Direction/ Decision on the Tourism Task Force recommendations and next steps**

The Assembly discussed. Carlson mentioned she and Ystad were drafting an ordinance to establish a Tourism Commission. Ystad noted a recurring issue with the Tourism Task Force (TTF) was lack of data for making recommendations. Eisenbeisz stated a memorandum of agreement between cruise lines was initiated but halted during the TTF's work last year, but could be restarted. He expressed interest in exploring how the municipality could help with lightering limits. Administrator Leach suggested a negotiated agreement with the Old Sitka Dock owner.

Larry Edwards, Leah Mason, Austin Cranford, Barbara Bingham, and Rachel Roy commented.

**A motion was made by Mosher to accept the Tourism Task Force recommendations, as amended by the Planning and Community Development Director, and direct the Municipal Administrator to develop an action plan to be brought back to the Assembly no later than the second meeting in June. The motion PASSED by the following vote.**

**Yes:** 6 - Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Christianson

**VIII. PERSONS TO BE HEARD:**

Jim Michener stated he'd been exploring ways to change how commercial passenger vessel excise tax funds could be used. He encouraged City officials to include this in their lobbying efforts. Leah Mason commented on her mineral resources work in Australia, where a sovereign wealth fund was recommended, and encouraged a boom and bust cycle be considered in regards to the Tourism Task Force recommendations.

**IX. EXECUTIVE SESSION**

None.

**X. ADJOURNMENT**

**A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:30 p.m.**

**ATTEST:** \_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk



# CITY AND BOROUGH OF SITKA

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## Minutes - Draft

### City and Borough Assembly

*Mayor Steven Eisenbeisz,  
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Vice Deputy Mayor Timothy Pike,  
Thor Christianson, Chris Ystad,  
JJ Carlson, Scott Saline*

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

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Tuesday, May 28, 2024

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

**Present:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. CEREMONIAL MATTERS

[24-078](#)

Service Awards - Tourism Task Force Members

Mosher read and presented service awards to the members.

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

Parks and Recreation Coordinator Kevin Knox provided a program update and thanked team members.

**VIII. PERSONS TO BE HEARD**

None.

**IX. CONSENT AGENDA**

**A motion was made by Christianson that the Consent Agenda consisting of items A, B & C be APPROVED. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

- A**     [24-076](#)     Approve the minutes of the April 18, 25, May 2, and May 9 Assembly meetings
- This item was APPROVED ON THE CONSENT AGENDA.**
- B**     [24-075](#)     Approve the following liquor license documents: 1) a renewal application for Dove Island Lodge & Sitka Sports Fishing Charters, LLC dba Dove Island Lodge, 2) a renewal application for SOE, LLC dba Asian Palace at 327 Seward Square #1, and 3) a transfer of ownership application, a premises diagram application, and restaurant endorsement application for JL Sitka, Inc./SCOJO, LLC dba Westmark Sitka Hotel at 330 Seward Street
- This item was APPROVED ON THE CONSENT AGENDA.**
- C**     [RES 24-12](#)     Setting the millage rates for the fiscal year July 1, 2024 through June 30, 2025
- This item was APPROVED ON THE CONSENT AGENDA.**

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- D**     [24-077](#)     Appoint Barbara Teepe to an unexpired term on the Tree and Landscape Committee
- A motion was made by Carlson that this Item be APPROVED. The motion PASSED by the following vote.**
- Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline
- Absent:** 1 - Eisenbeisz

**XI. UNFINISHED BUSINESS:**

- E**     [ORD 24-13](#)     Making supplemental appropriations for fiscal year 2024 (Clean Energy to Communities Project)
- A motion was made by Ystad that this Ordinance be APPROVED on SECOND**

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**AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**F**     [ORD 24-10](#)

Making supplemental appropriations for fiscal year 2024 (Replace Harbor 300HP Outboard)

**A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**G**     [ORD 24-11](#)

Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2024 through June 30, 2025

The Assembly thanked staff for their work.

**A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**H**     [ORD 24-12](#)

Adopting the budget and capital improvement plan for Enterprise Funds for the fiscal year July 1, 2024 through June 30, 2025, amending rates in Title 15 "Public Utilities" of the Sitka General Code and adopting moorage rates and other harbor fees

**A motion was made by Ystad that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**XII. NEW BUSINESS:**

**New Business First Reading**

**I**     [ORD 24-14](#)

Amending Title 15 "Public Utilities" of the Sitka General Code by updating Chapter 15.10 "Water System", Section 410 "Joint Service Connections"

Public Works Director Ron Vinson provided background and a review of the ordinance.

**A motion was made by Ystad that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**Additional New Business Items**

- J**     [RES 24-13](#)     Supporting amendment 123 to the Fishery Management Plan (FMP) for groundfish of the Bering Sea and Aleutian Islands (BSAI) management area which amends regulations governing limits on the Pacific halibut prohibited species catch (PSC) and links the halibut PSC limit for the amendment 80 commercial groundfish trawl fleet in the BSAI groundfish fisheries to halibut abundance

Linda Behnken spoke in support.

**A motion was made by Ystad that this Resolution be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Christianson, Mosher, Ystad, Pike, Carlson, and Saline

**Absent:** 1 - Eisenbeisz

**XIII. PERSONS TO BE HEARD:**

None.

**XIV. REPORTS**

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

Administrator - Leach congratulated the Sitka High School Track & Field teams

Clerk - Peterson reviewed the candidate filing period for the October 1 Municipal Election, announced the application period for the annual non profit grants, and reviewed the June meeting schedule.

Other - Saline talked about parking in front of Harrigan Centennial Hall.

**XV. EXECUTIVE SESSION**

None.

**XVI. ADJOURNMENT**

**A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:40 p.m.**

**ATTEST:** \_\_\_\_\_

**Sara Peterson, MMC  
Municipal Clerk**