

CONSENT AGENDA

POSSIBLE MOTION

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

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 18, 25, May 2, and May 9 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*

Thursday, April 18, 2024

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

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

V. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

VI. PERSONS TO BE HEARD

None.

VII. NEW BUSINESS:

A [24-054](#)

Discussion/ Direction/ Decision of the FY2025 Draft Administrator's Budget with focus on the Enterprise Funds, Internal Service Funds, Special Revenue Funds, and updates to the General Fund (Assembly action may be taken)

Finance Director Melissa Haley reviewed budgets for the Enterprise Funds, Internal Service Funds, and Special Revenue Funds. In addition, Haley reviewed changes to the General Fund made at the April 4 meeting and the overall net impact. The Assembly continued discussion on the General Fund budget and took the following action:

A motion was made by Carlson to fund the Tourism Manager position using 50% from the Commercial Passenger Vessel Excise Tax Fund and 50% from the Visitor Activities Enhancement Fund. The motion PASSED by the following vote.

Yes: 5 - Christianson, Ystad, Mosher, Saline, and Carlson

No: 2 - Eisenbeisz and Pike

A motion was made by Ystad to remove the resource proposal request for the grader V plow. The motion PASSED by the following vote.

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

A motion was made by Ystad to remove the resource proposal request for the security gate at the Granite Creek site. The motion PASSED by the following vote.

Yes: 6 - Christianson, Carlson, Saline, Pike, Ystad, and Eisenbeisz

No: 1 - Mosher

A motion was made by Eisenbeisz to remove the resource proposal request for two 40 foot shipping containers. The motion PASSED by the following vote.

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

A motion was made by Christianson to remove the resource proposal request for body cams. The motion PASSED by the following vote.

Yes: 5 - Pike, Eisenbeisz, Carlson, Christianson, and Ystad

No: 2 - Mosher and Saline

A motion was made by Eisenbeisz to increase the contracted services resource proposal request for Streets Division from \$350k to \$450k (\$100k to be used from the Public Infrastructure Sinking Fund). The intent being to increase money available for striping/road repairs. The motion PASSED by the following vote.

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

VIII. PERSONS TO BE HEARD:

Rachel Roy commented on Chamber of Commerce/Visit Sitka funding.

IX. EXECUTIVE SESSION

None.

X. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:00 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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City and Borough Assembly

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Thor Christianson, Chris Ystad,
JJ Carlson, Scott Saline*

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

Thursday, April 25, 2024

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

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

V. NEW BUSINESS:

Human Resource Generalist Denise Salter explained the process for the evening.

A [24-058](#) Municipal Attorney applicant interview - Annmarie Billingsley (via zoom)

The Assembly interviewed Annmarie Billingsley.

B [24-059](#) Municipal Attorney applicant interview - Wayne Cary (via zoom)

The Assembly interviewed Wayne Cary.

C [24-060](#) Discussion/ Direction/ Decision regarding tonight's interviews (possible executive session)

A motion was made by Christianson to go into executive session to discuss subjects that may tend to prejudice the reputation and character of Municipal Attorney Candidates Annmarie Billingsley and Wayne Cary, invite in Human Resource Generalist Denise Salter, and Municipal Attorney Candidates Annmarie Billingsley and Wayne Cary, when and if desired. The motion

PASSED by the following vote.

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

The Assembly was in executive session from 8:25 p.m. to 8:54 p.m.

A motion was made by Mosher to reconvene as the Assembly in regular session. The motion PASSED by unanimous consent.

VI. PERSONS TO BE HEARD:

None.

VII. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:56 p.m.

ATTEST: _____

**Sara Peterson, MMC
Municipal Clerk**



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
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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*

Thursday, May 2, 2024

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 6 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, and Saline

Remote: 1 - Carlson

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. PERSONS TO BE HEARD

None.

VII. UNFINISHED BUSINESS:

- A [24-054](#) Discussion/ Direction/ Decision of the FY2025 Draft Administrator's Budget with focus on the Enterprise Funds, Internal Service Funds, Special Revenue Funds, and updates to the General Fund (Assembly action may be taken)

Finance Director Melissa Haley stated one of the items cut at the April 18 meeting wasn't included in the draft budget. Haley provided a summary of General Fund budget changes to date. Assembly Members thanked staff for their work.

- B** [24-066](#) Discussion/ Direction/ Decision on next steps for the Municipal Attorney recruitment
- A motion was made by Mosher to advance Municipal Attorney applicant Annmarie Billingsley to the second round of interviews. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Ystad, Pike, Carlson, and Saline

VIII. PERSONS TO BE HEARD:

None.

IX. EXECUTIVE SESSION

None.

X. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:26 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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Minutes - Draft

City and Borough Assembly

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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*

Thursday, May 9, 2024

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Carlson attend by Zoom from 6:00 p.m. to 8:10 p.m.

Present: 5 - Mosher, Eisenbeisz, Ystad, Pike, and Saline

Absent: 1 - Christianson

Remote: 1 - Carlson

V. NEW BUSINESS:

A [24-068](#) Municipal Attorney applicant interview - Annmarie Billingsley (via zoom)

The Assembly interviewed candidate Annmarie Billingsley from 6:03 p.m. to 7:40 p.m.

[24-069](#) Discussion/ Direction/ Decision regarding tonight's interview (possible executive session)

A motion was made by Ystad to go into executive session to discuss subjects that may tend to prejudice the reputation and character of Municipal Attorney Candidate Annmarie Billingsley, invite in Human Resource Generalist Denise Salter, and Ms. Billingsley when and if desired. The motion PASSED by the following vote.

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

Absent: 1- Christianson

The Assembly was in executive session from 7:42 p.m. to 8:10 p.m.

A motion was made by Mosher to reconvene as the Assembly in regular session. The motion PASSED by a unanimous vote.

A motion was made by Mosher to Direct Staff to schedule a community meet and greet and in-person interview with Municipal Attorney Candidate Annmarie Billingsley. The motion passed PASSED by the following vote.

Yes: 5 - Eisenbeisz, Mosher, Ystad, Pike, Saline

Absent: 2 - Christianson, Carlson

VI. PERSONS TO BE HEARD:

None.

VII. ADJOURNMENT

A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:12 p.m.

ATTEST: _____
Jessica Earnshaw, CMC
Acting Municipal Clerk