

CERTIFICATION OF MEETING GRANT CONDITIONS

Organization Name: Sitka Trail Works, Inc.
Project Title: Sawmill Cove Loop Trail System
Date of Award: July 1, 2008 Grant Amount \$170,617
Grant Number: 4203

1. Restate the condition placed on the grant provided in the Grant Agreement for which this certification applies:

" The grant is contingent upon receipt of written documentation that the City and Borough of Sitka has approved a permanent easement for the trail."

2. Describe how this condition has been met. If the condition required raising or obtaining additional funds, list the sources and amount obtained **since** the above grant was awarded and which are being presented as meeting the condition. If more space is needed, attach additional pages. [NOTE: *If total funds raised are in excess of that needed to complete the proposed project, it is understood that Foundation funds will be applied only to the project budget for which the grant was awarded.*]

An official signed copy of the City and Borough of Sitka Assembly Meeting Minutes for the meeting held on May 27, 2008 Item J and approved on June 10th has been provided to the Rasmuson Foundation as an attachment to this document.

Item J Motion, by Stein "to authorize the Municipal Administrator to establish an easement on Municipal lands permanently dedicated to recreational uses for the Herring Cove to Beaver Lake trail parking area and trail." Passed 5-0

3. List a proposed payment schedule of conditional funds that coincides with the actual need for funds, assuming grant payments on an approximate quarterly or semiannual basis.

07-31-08	\$70,629	For USFS Collection Agreement for trail construction
10-31-08	\$60,000	For construction expenses for parking area and ADA trail base
03-31-08	\$39,988	For construction expenses to finish trail surface, signs gate etc.

Signature of responsible person certifying the above information as correct and requesting payments:

Name (Signed): Deborah A Lyons Date July 14 2008

Name and Title (Printed): Deborah A Lyons

copy original mailed express on 7/15

CITY AND BOROUGH OF SITKA
100 Lincoln Street, Sitka, Alaska 99835 - 907-747-3294

MAYOR
Marko Dapcevich
ASSEMBLY
John Sherrod, Deputy Mayor
Nancy Cavanaugh, Vice Deputy
Heidi Raffaele
Cheryl Westover
Jack Ozment
Reber Stein



MUNICIPAL ADMINISTRATOR
Jim Dinley
MUNICIPAL ATTORNEY
Theresa Hillhouse
MUNICIPAL CLERK
Colleen Pellett, MMC

ASSEMBLY AGENDA

ASSEMBLY CHAMBERS
Harrigan Centennial Hall – Maksoutoff Room
330 Harbor Drive

May 27, 2008

REGULAR MEETING

7:00 p.m.

- I. CALL TO ORDER
- II. FLAG SALUTE
- III. ROLL CALL
- IV. CORRESPONDENCE/AGENDA CHANGES
Government-to-Government Update with Sitka Tribe of Alaska
- V. CEREMONIAL MATTERS
Proclamation honoring Richie Whitson
- VI. SPECIAL MUNICIPAL/COMMITTEE/COMMISSION REPORTS:
- VII. PERSONS TO BE HEARD - Public Participation on any item on or off the agenda (Not to exceed 3 minutes for any individual).
- VIII. CONSENT AGENDA All matters under Item VIII 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. Appoint David Malone to an unexpired term on the Port and Harbors Commission; reappoint Don Alexander to a three-year term on the Planning Commission
 - B. Approve Minutes from May 5, 2008, Board of Equalization, April 24, May 1, and May 15 Special Assembly meetings and May 13 Regular Assembly meeting
 - C. RESO.2008-16 Supporting the Public Safety Academy Driving Range and Facilities Upgrade
 - D. ORD. 2008-19: Adjusting the FY 2008 Budget for Changes Identified During the Third Quarter FY 2008 Formal Budget Execution Review. FIRST READING
- IX. UNFINISHED BUSINESS:
 - E. ORD. 2008-18: Updating Attachment A: Pay Matrix of the Personnel Policies Handbook, SECOND READING
- X. NEW BUSINESS:

- F. ORD. 2008-21: AMENDING CHAPTER 4.09 OF THE SITKA GENERAL CODE REGARDING SALES TAX BY REPEALING THE EXEMPTION FOR RENT PAID FOR RESIDENTIAL HOUSING. FIRST READING
- G. ORD. 2008-22 AMENDING SECTIONS 4.09.100N AND 4.09.290E OF THE SITKA GENERAL CODE BY MAKING CLERICAL EDITS AND INCREASING THE SALES TAX CAP FROM ONE THOUSAND DOLLARS TO FIVE THOUSAND DOLLARS FOR TAXATION OF: RETAIL SALES; SERVICES; PERSONAL PROPERTY SALES...FIRST READING
- H. ORD. 2008-23: AMENDING SECTIONS 4.09.050N AND 4.09.290E OF THE SITKA GENERAL CODE BY MAKING CLERICAL EDITS AND INCREASING THE SALES TAX CAP FROM ONE THOUSAND DOLLARS TO FIVE THOUSAND DOLLARS DURING APRIL THROUGH SEPTEMBER FOR TAXATION OF: RETAIL SALES...FIRST READING
- I. ORD. 2008-24: AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE CITY AND BOROUGH IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$7,160,000 TO FINANCE CAPITAL IMPROVEMENTS AT BLATCHLEY MIDDLE SCHOOL AND KEET GOOSHI HEEN ELEMENTARY SCHOOL AS AUTHORIZE ...FIRST READING



- J. Approve Recreation Easement for Herring Cove to Beaver Lake Trail and Parking Area

XI. PERSONS TO BE HEARD.

XII. REPORTS

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

XIII. ADJOURNMENT

April Jensen, CMC
Acting Municipal Clerk
Publish: 5/23/08

CITY AND BOROUGH OF SITKA
REGULAR ASSEMBLY MEETING MINUTES
May 27, 2008

- I. CALL TO ORDER:** The meeting was called to order by Deputy Mayor John Sherrod at 7:00 PM.
- II. FLAG SALUTE:** All in attendance stood for the Pledge of Allegiance.
- III. ROLL CALL:** Answering roll call were Deputy Mayor John Sherrod, and assembly members Jack Ozment, Heidi Raffaele, Reber Stein, and Cheryl Westover. Nancy Cavanaugh and Mayor Dapcevich were traveling.
- IV. CORRESPONDENCE
AGENDA CHANGES:** None
- V. CEREMONIAL MATTERS:** Deputy Mayor presented Richie Whitson with a proclamation honoring him for his outstanding achievement in the sport of mixed martial arts fighting. Sherrod also read a proclamation recognizing Soka Gakkai International.
- VI. SPECIAL MUNICIPAL/COMMITTEE/
COMMISSION REPORTS:** None.
- VII. PERSONS TO BE HEARD:** Natalie Sattler, Sitka Conservation Society, thanked the assembly for their support for climate protection work. Regarding the ICLEI membership, their first milestone is having an intern starting this week. They have drafted a resolution asking for support for becoming a subcommittee of Long Range Planning.
- Michelle Putz, Sitka Global Warming Group, said they have visited with assembly members. They want to form a subcommittee through Long Range Planning/Economic Development and hoped the assembly will support their resolution.
- Lawrence Poitra, representing Allen Marine, spoke to the proposed tax ordinances. The marine industry is down 30% in the lower 48. They are concerned about local people going to Juneau to buy marine equipment. He asked the assembly to think about this when considering the tax cap.
- Steve Warren coordinated the campaign for the clean air ordinance. He felt the city was not doing everything necessary to enforce the ordinance.
- James Helgoe, lieutenant commander of the Public Safety Training Academy, requested local support to construct a driving facility on academy property. Currently they drive on UAS property but can only drive on Sunday which is inefficient. The benefit to the local economy is increased security. They are willing to share with fire, police, Coast Guard, and other resources.
- VIII. CONSENT AGENDA:** MOTION, by to approve the Consent Agenda consisting of Items A, B, and D. Item C was pulled and a separate vote was taken.
- Item A
Appointment
- Appoint David Malone to an unexpired term on the Port and Harbors Commission; reappoint Don Alexander to a three-year term on the Planning Commission.

Authorizing Tax Levies to Pay the Principal and Interest, and Authorizing the Sale of the Bonds to the Alaska Municipal Bond Bank on the Terms and Conditions Provided in this Ordinance.

Deputy Mayor read the Title and Purpose sections.

Wolff explained the bond process.

Municipal Engineer Dan Jones explained what the \$7,160,000 would cover. Wolff gave a timeline for receiving the money.

Motion PASSED 5-0 on a roll call vote.

Item J
Recreation Easement

MOTION, by Stein to authorize the Municipal Administrator to establish an easement on municipal lands permanently dedicated to recreational uses for the Herring Cove to Beaver Lake trail parking area and trail.

Deborah Lyons, Sitka Trail Works, explained the benefits of the easement.

Discussion followed about the quarry.

Ozment pointed out that by past actions the assembly had already approved this.

Motion PASSED 5-0 on roll call vote.

XI. PERSONS TO BE HEARD: None.

XII. REPORTS:

Mayor
Administrator
Attorney

Out of town.

Nothing

She met with the Sawmill Cove Board regarding Silver Bay Seafoods. They will bring it back at the SCIP meeting June 12, to make a recommendation to the assembly on June 24.

Liaison Representatives
Clerk
Other

Westover mentioned the government to government dinner.

Nothing

Raffaele was concerned with the way previous meetings have progressed. She would like to see more progressive dialogue, more professionalism and less questioning of other assembly member's votes. She requested another visioning session and others agreed.

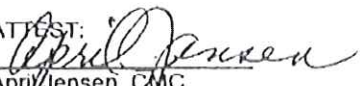
XIII. ADJOURNMENT


MOTION, by Westover to adjourn the meeting.

Motion PASSED by unanimous consent.

The meeting adjourned at 8:30 p.m.

ATTEST:


April Jensen, CMC
Acting Municipal Clerk


John Sherrod, Deputy Mayor

To: Mayor Ducevich and Sitka City and Borough Assembly

Topic: Recreation Easement for the Herring Cove to Beaver Lake Trail project

Motion: The CBS Assembly directs the Administrator to establish an easement on municipal lands permanently dedicated to recreational uses for the Herring Cove to Beaver Lake trail parking area and trail. Sponsor: Administrator James Dinley

Project Description: The 1.2 mile Herring Cove to Beaver Lake trail is a 2003 Sitka Trail Plan cooperative project between the US Forest Service, CBS and Sitka Trail Works. Sixty percent of the trail is on CBS lands with the remainder on USFS land. CBS has contributed \$26,000 to this \$400,000 trail project. This trail segment will complete the final loop in the 9 mile Sawmill Creek Loop trail system.

Dimensions: The trail easement will be 25 ft in width. Approximate trail length on municipal lands is 3,800 linear feet. Approximate square footage of the parking area and driveways is 21,817 square feet (240' x 240' x 200'). The parking area has been designed to accommodate 20 cars and has two short, 12 ft. wide, access and exit parking ways. (See attach concept sketch.) STW will build the parking area and ADA trail with Rasmuson funds in fall 2008.

Why is the request before the Assembly? The Rasmuson Foundation decides upon a \$170,000 grant request by Sitka Trail Works at their July 3, 2008 Board meeting. Rasmuson Foundation staff has stated a permanent recreation easement must be given for the project in order to protect the investment of the Foundation and the community. Dedication of the land also increases the value of the contribution of the community to the project. Establishment of this permanent recreation easement has been approved by the Sitka Parks and Recreation Commission and the Sawmill Cove Industrial Park Board of Directors. A previous action of the Assembly approved application for funds for this project from the Land and Water Conservation program. Although the project did not qualify for those funds it was also a requirement that a recreation easement be established.

Project timeline:

- July 2008 Rasmuson Foundation approves grant funds.
- July-August 2008 All project funds, including CBS donation, Rasmuson Foundation and Alaska Trail Initiative Funds raised by Sitka Trail Works are deposited in Collection Agreement with US Forest Service.
- August-September – STW builds new parking area and first 600 feet of ADA trail on municipal lands with Rasmuson Foundation funds
- September 2008 – Forest Service issues contract for bid for hiking trail construction.
- November 2008 – Contract is awarded.
- April 2009 Trail construction begins ends July 2009. STW completes parking area surface and ADA trail.

Future Quarry: The proposed parking area and trail are located entirely on the Herring Cove hog fuel site, south of the power lines as indicated on the attached concept sheet. This area is just past the existing gate at the end of the road. A proposed future quarry would be located north of the power lines and before the existing gate. The two projects do not physically “touch” one another. The STW Board would like to see the trail project move forward as conceptualized and according to the timeline already provided to several granting agencies.

Attachments: Concept map, Municipal lands map, SMC Resolution, CBS Resolution

Sponsor: Administrator

CITY AND BOROUGH OF SITKA

RESOLUTION NUMBER 2008-05

A RESOLUTION OF THE CITY AND BOROUGH OF SITKA AUTHORIZING APPLICATION FOR A \$191,100 GRANT FROM THE LAND AND WATER CONSERVATION FUND FOR CONSTRUCTION OF THE BEAVER LAKE TRAIL EXTENSION TO HERRING COVE.

WHEREAS, the Land and Water Conservation Fund, administered by Alaska Department of Natural Resources, was created to assist local governments by financing up to 50% of the development or land costs of outdoor recreation areas and parks; and

WHEREAS, the City and Borough of Sitka has allocated \$26,000 toward the capital cost of this trail; and

WHEREAS, approval of a Land and Water Conservation Fund grant application will allow Sitka Trail Works, a project partner, to seek additional non Federal matching funds; and

WHEREAS, additional municipal funds are not required for this application; and

WHEREAS, the City and Borough of Sitka Assembly has approved a "Comprehensive Plan" and "Sitka Parks and Recreation Plan" which establishes community goals to provide healthy activities for citizens of all ages; and

WHEREAS, the Comprehensive Plan (2.12.26) states that the CBS intends, "To vigorously support the implementation of the 10-year 2003 Sitka Trail Plan and Memorandum of Understanding (MOU)"; and

WHEREAS, the Herring Cove to Beaver Lake trail is identified in the Sitka Trail Plan which was approved by the City and Borough of Sitka Assembly and to which CBS is a MOU partner; and


WHEREAS, construction of the 1.2 mile Herring Cove to Beaver Lake trail will complete the entire 9 mile Sawmill Cove loop trail system, a project that has been in development for over 6 years; and


WHEREAS, the City and Borough of Sitka is working in partnership with the US Forest Service and Sitka Trail Works to complete the Herring Cove to Beaver Lake; and

WHEREAS, the City and Borough of Sitka Assembly considers construction of the Herring Cove to Beaver Lake Trail as beneficial to recreation in Sitka; and

NOW, THEREFORE, BE IT RESOLVED that the Municipal Administrator of the City and Borough of Sitka, Alaska is hereby authorized to negotiate, execute and administer any and all documents and contracts required for the application and acceptance of a Land and Water Conservation Fund grant to the City and Borough of Sitka and to manage those funds on behalf of CBS.

PASSED, APPROVED, AND ADOPTED by the City and Borough of Sitka Assembly on the 22nd day of January, 2008.


Marko Dapcevich
Mayor

ATTEST:

April Jensen, CMC
Acting Municipal Clerk