




CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Craig Warren, Fire Chief Robert Baty, Police Chief

Date: April 23, 2025

Subject: **Appropriation of funding from the 2024 State Homeland Security and Emergency Management Grant Program**

Background

In January of 2024, the Sitka Police and Fire Department applied for the 2024 State Homeland Security and Emergency Management Grant for Travel for AlaskEx disaster response training, and for a project to purchase Fire Department Mobile and Portable Radios.

Analysis

In October we received an award of \$80,096.00 for the projects.

Fiscal Note

A supplemental capital appropriation in the amount of \$68,000.00 and an increase in appropriations in the amount of \$12,096 to be used by the Police Department for travel and training will be needed in order to expend the grant from the State Homeland Security and Emergency Management grant program. The grant will cover all costs of the project and no need for additional or matching funding is anticipated. The grant consists of federal funding that is passed through the State of Alaska. As such it is considered to be federal and will be audited and included in the City and Borough of Sitka's Single audit under the federal schedule of awards. As a capital appropriation, if not fully completed this fiscal year, the appropriation for the mobile radios will automatically roll over.

Recommendation

Direct the Municipal Administrator to accept the grant from the 2024 State Homeland Security and Emergency Management Grant Program and approve the supplemental capital and operating appropriations in the amount of \$80,096.00.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2025-10
AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2025
(Homeland Security Grant – Travel for AlaskEx and Fire Department Radios)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make a supplemental Operations appropriation for FY2025.

4. **ENACTMENT.** In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2024 and ending June 30, 2025.

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<u>FISCAL YEAR 2025 EXPENDITURE BUDGETS</u>
CAPITAL PROJECTS
Police – Travel and Training: Increase appropriations by \$12,096 for travel to AlaskEx disaster response training. The cost of this travel will be covered by grant funding from the Division of Homeland Security and Emergency Management.
Fund 700 – Fire Department Mobile Radios and Portable Radios: Increase appropriations in the amount of \$68,000 with grant funding from the Division of Homeland Security and Emergency Management.

EXPLANATION

The purchase of mobile and portable radios for the Fire Department and travel for AlaskEx will be reimbursed by a grant from Homeland Security and Emergency Management in the amount of \$80,096.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 29th day of May 2025.

ATTEST:

Steven Eisenbeisz, Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading: 5/13/2025
2nd and final reading: 5/29/2025

Sponsor: Administrator