

CONSENT AGENDA

POSSIBLE MOTION

I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEM A.

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 August 18 and August 23 Assembly meeting minutes.



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 Knox,
Vice Deputy Mayor Kevin Mosher,
Thor Christianson, Crystal Duncan, Rebecca Himschoot,
David Miller*

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

Thursday, August 18, 2022

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, Knox, Mosher, Himschoot, Duncan, and Miller

Absent: 1 - Eisenbeisz

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. PERSONS TO BE HEARD:

Shirley Robards called attention to the RIDE bus location across from the Bayview and requested the Assembly allow public parking after 7pm when the RIDE was finished operating for the day. Richard Wein encouraged the Assembly to approve a new resolution of support for the salmon fishery similar to Resolution 2020-19 and congratulated the City on being awarded a grant to repair the seawall.

VII. UNFINISHED BUSINESS:

- A [ORD 22-19](#) Making supplemental appropriations for fiscal year 2023 (Blatchley Middle School Heat Pumps) 1st reading approved on 8/9/22

Municipal Administrator John Leach reviewed the ordinance.

From the public, Richard Wein spoke about the appropriation and the need to understand what caused failures.

Assembly members stressed the importance of preventative maintenance and suggested further discussions regarding funding school infrastructure.

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, Knox, Mosher, Himschoot, Duncan, and Miller

Absent: 1 - Eisenbeisz

VIII. NEW BUSINESS:

B [22-115](#) Discussion/Direction on commercial operations at Harrigan Centennial Hall and other applicable City and Borough of Sitka facilities

Municipal Administrator Leach told of the need to address costs associated with tourism. Harrigan Centennial Hall (HCH) Building Manager, Tony Rosas, and consultant Lenise Henderson provided an overview of the proposed annual permits for unloading/loading vehicles, outfitter spaces, and plaza spaces. Rosas stated after more than 20 years, summer vendor permits for HCH required updates to better restructure and organize the existing permitting system.

Assembly Members discussed the proposed changes. Topics of discussion were permit length - e.g. one year vs. three years, subleasing of spaces, local preference to vendors, youth vendors, unloading/loading limits, and permitting costs. Municipal Attorney Brian Hanson reminded Sitka General Code Chapter 6.19 needed to be amended before proceeding with new changes.

From the public, Melissa Henricksen, Bruce Conine, Neil McDermott, Karen Mead, and Caleb Astle spoke about an increase in permitting fees. Richard Wein wondered about a head tax and suggested visitor capacity had been exceeded. Chris McGraw, Manager of Sitka Sound Cruise Terminal, reminded the City received \$5 for each cruise passenger from the State of Alaska as part of the commercial vessel passenger excise tax. John Dunlap hoped for a fair discussion and thanked Rosas for managing a complicated situation.

Overall, Assembly Members agreed the proposed changes were a good starting place. They reminded no decisions had been made and this meeting was the first of many conversations.

IX. PERSONS TO BE HEARD:

Richard Wein wondered if Juneau had a separate head tax, wondered about the cost for a commercial electric bus, and spoke to the proposed permitting changes HCH. Bruce Conine stated Sitka was overcapacity for cruise passengers. With regards to the proposed permitting changes at HCH, he believed people trying to make a living were being penalized. Neil McDermott commented there would be no charge to online vendors.

X. EXECUTIVE SESSION

None.

XI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:18pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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ASSEMBLY CHAMBERS
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Minutes - Draft

City and Borough Assembly

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David Miller*

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

Tuesday, August 23, 2022

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Knox participated by videoconference and left the meeting at 8:00 p.m. Miller arrived at 6:15 p.m.

Present: 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

Remote: 1 - Knox

V. CORRESPONDENCE/AGENDA CHANGES

Knox requested Item F be moved up in the order of business before Item D. There were no objections.

[22-120](#)

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)**

[22-121](#)

Introductions: AFS 2022-23 high school exchange students

Exchange students Sadija Masic, Imane Baghoury, Daniel Sah, and Una Gailite introduced themselves.

VIII. PERSONS TO BE HEARD

Lisa Busch spoke about the recent unveiling of the sitkalandslide.org warning system. Patrick Davis and Dawn Thompson commented on vendor permit changes at Harrigan Centennial Hall. Richard Wein spoke to Sitka's dependence on fossil fuels, Harrigan Centennial Hall vendor permit changes, and requested a status update on several City matters.

IX. CONSENT AGENDA**A** [22-117](#)

Approve the August 9 Assembly meeting minutes

A motion was made by Mosher that this Item be APPROVED ON THE CONSENT AGENDA. The motion PASSED by the following vote.

Yes: 7 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**B** [22-118](#)

Reappoint Stacy Mudry to a three-year term on the Planning Commission

From the public, Richard Wein thanked Mudry for reapplying.

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

Yes: 7 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

XI. UNFINISHED BUSINESS:**C** [ORD 22-16S](#)

Amending Title 2 "Administration" of the Sitka General Code by adding Chapter 2.15 "Sustainability Commission"

Mosher relayed this was a substitute ordinance and reviewed the changes. He stated the purpose was to sunset the existing Climate Action Task Force and create a permanent Commission. Assembly Members thanked everyone for their work.

Speaking from the public, Richard Wein addressed various sections of the ordinance. Carol Voisin read recommended amendments from Kay Kreiss. Elizabeth Bagley and Katie Riley spoke in support of the ordinance.

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

Yes: 7 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

XII. NEW BUSINESS:

New Business First Reading

- F** [ORD 22-21](#) Amending Title 22 “Zoning” of the Sitka General Code by updating Chapter 22.08 “Definitions” and Chapter 22.24 “Special Use Permits” (Short-Term Rentals)
- Those from the public speaking in support were Wendy Alderson, Maureen O’Hanlon, Randy Hughey, Katie Riley, and Tory O’Connell Curran. Richard Wein told of his questions and requested an explanation of the positive outcomes and possible inhibitions.
- Sponsors Knox and Mosher reviewed some of the proposed changes including the definition of a short-term rental, primary residence requirement, and reasons for a permit to become void. The Assembly discussed enforcement, the number of requests processed since March when the moratorium was considered, and evidence to support short-term rentals negative impact on the housing market in Sitka.
- A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller
- D** [ORD 22-22](#) Making supplemental appropriations for fiscal years 2022 and 2023 (Re-appropriations and Supplemental Appropriations)
- Finance Director Melissa Haley provided an overview of the requested re-appropriations and stated staff was actively working on the projects but unable to finalize them before June 30, 2022.
- From the public, Richard Wein commented on the re-appropriations and the Sitka Community Hospital Dedicated Fund being over budget due to a missed payment on the CERNER health records project at the time of sale.
- A motion was made by Duncan that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Knox, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller
- E** [ORD 22-20](#) Updating Title 19 “Building and Construction” of the Sitka General Code by adding a new chapter and modifying and amending the majority of all other chapters within this Title
- Building Official Pat Swedeen stated there were two driving forces behind the update: maintaining the City’s Building Code Effectiveness Grading Schedule classification through the Insurance Services Office and maintaining the City’s deferral with the Alaska Fire Marshal’s Office. Municipal Attorney Hanson thanked Swedeen and Legal Assistant Coral Crenna for their work.
- A motion was made by Christianson that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller
- Absent:** 1 - Knox

Additional New Business Items

- G** [RES 22-23](#) Supporting Sitka Maritime Heritage Society's application under the FY22 Historic Preservation Fund Grant program for Certified Local Governments

Planning Director Amy Ainslie provided a summary of the Certified Local Government grant.

From the public, Richard Wein wondered about a single audit. Bruce Gazaway, a board member of the Sitka Maritime Heritage Society, told of the project scope.

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

Absent: 1 - Knox

- H** [RES 22-22](#) Authorizing the Municipal Administrator to apply for a Safe Streets for All (SS4A) Grant with the Department of Transportation (DOT) for \$550,000 with a \$150,000 match commitment to support development of a Comprehensive Safety Action Plan

Public & Government Relations Director Melissa Henshaw explained funding from the Safe Streets and Roads for All Grant would provide an opportunity for the development of an Action Plan, which would position the City to qualify for future infrastructure funding for roads. Henshaw relayed award announcements were expected to be at the beginning of 2023. A 12-24 month timeline was anticipated for the completion of the Plan.

From the public, Richard Wein requested more detail on the Action Plan. Scott Saline told of unsafe behavior he routinely witnessed on Katlian Street.

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

Absent: 1 - Knox

- I** [22-116](#) Discussion / Direction / Decision on Secure Rural Schools Election Percentages

Finance Director Melissa Haley informed the Assembly for the first time since 2013, that the City was being required to elect an allocation for its FY23 Secure Rural Schools payment, as current allocations had expired. Haley reviewed the options and recommended the Assembly choose to maintain the status quo of 85% Title I funding and 15% Title II funding.

A motion was made by Christianson to direct the Municipal Administrator to elect the allocation of 85% Title I funding and 15% Title II funding for all Secure Rural Schools payments until such time that a new allocation election is required. The motion PASSED by the following vote.

Yes: 6 - Christianson, Mosher, Eisenbeisz, Himschoot, Duncan, and Miller

Absent: 1 - Knox

XIII. PERSONS TO BE HEARD:

Scott Saline commented on heat pumps. Richard Wein offered additional testimony on item I, the short-term rental ordinance.

XIV. REPORTS

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

Mayor - Eisenbeisz reported on the Summer Alaska Municipal League Conference held in Sitka.

Administrator - Leach said the FCC was in the process of updating their current broadband maps; he encouraged the public to take the speed test. In addition, he told of the Assembly work session on September 1 regarding the Strategic Plan.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 9:05pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk