

CONSENT AGENDA

POSSIBLE MOTION

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 April 6 and 11
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 Mosher,
Vice Deputy Mayor Crystal Duncan,
Thor Christianson, Chris Ystad,
Timothy Pike, JJ Carlson*

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

Thursday, April 6, 2023

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, Duncan, Ystad, and Pike

Absent: 1 - Carlson

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. PERSONS TO BE HEARD

Sig Rutter talked about the taxi operator letter he received from the Sitka Police Department.

VII. NEW BUSINESS:

A [23-049](#)

Discussion / Direction / Decision of the FY2024 Draft Administrator's Budget with focus on other governmental funds (Assembly action may be taken)

Finance Director Melissa Haley reviewed the agency funds, trust funds, permanent funds, debt service funds, and special revenue funds.

B [23-050](#) Discussion / Direction / Decision, if desired, of the FY2024 Draft Administrator's Budget as it relates to the General Fund, Enterprise Funds, Internal Service Funds, and other Funds (Assembly action may be taken)

Melissa Haley, Finance Director, stated the comprehensive draft budget would be compiled and distributed by May 3. The first reading of the budget ordinance was scheduled for May 9. In addition, she reviewed school funding amounts and rate assumptions for enterprise funds: electric - 3%, water - 6%, wastewater - 8.5%, solid waste - 7.5%, and moorage - 7.3%.

VIII. PERSONS TO BE HEARD:

None.

IX. ADJOURNMENT

A motion was made by Mosher to ADJOURN. Hearing no objections, the meeting ADJOURNED at 6:30pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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

Tuesday, April 11, 2023

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

V. CORRESPONDENCE/AGENDA CHANGES

[23-052](#)

Reminders, Calendars, and General Correspondence

No agenda changes.

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)**

Police Chief Baty told of a letter recently sent to taxicab operators. He clarified tour businesses could not use motor vehicles designated externally and internally as taxicabs to simultaneously serve as tour vehicles.

VIII. PERSONS TO BE HEARD

Garry White with the Sitka Economic Development Association invited the public to attend the State of Sitka's Economy on April 20 at Harrigan Centennial Hall. Tori Hay, Lisa Hodges, and Lauren Wild spoke to the lack of childcare in Sitka and the importance of early childhood education. Will Peterson, President of the Sitka Community Land Trust (SCLT), provided a summary of SCLT's work over the last 18 months and invited the public to the S'us' Héeni Sháak Community Neighborhood dedication on May 13. Mike Finn with the Sitka All-Terrain Riders asked for Assembly support on amendments to Sitka General Code Chapter 11.75 All-Purpose Vehicles. Wayne Dye spoke in opposition to a crosswalk at the intersection of Raptor Way and Sawmill Creek Road. Richard Wein spoke to Sitka's dependency on fossil fuels and offered the idea of a childcare co-op. Samantha Matthews with the Pardee RAND Graduate School, announced the findings of their Sitka Community Assessment on Tourism, a partnership project with the Sitka Sound Science Center.

IX. CONSENT AGENDA

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

A [23-051](#) Approve the minutes of the March 23 and March 28 Assembly meetings

This item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

B [ORD 23-04](#) Authorizing a property tax exemption for the Sitka Historical Society, Inc. in the leased premises at Harrigan Centennial Hall

Richard Wein spoke in support.

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

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

- C** **ORD 23-05** Amending Title 2 “Administration,” Chapter 2.40 “Elections” of the Sitka General Code by updating Section 2.40.095 “Candidate Biographical Information” and repealing and replacing Sections 2.40.190-230 “VI. Absentee or Advanced Balloting”

Municipal Clerk Sara Peterson summarized the ordinance.

Richard Wein commented.

A discussion of the Assembly ensued, in particular, on whether there should be a deadline for the submittal of candidate biographical information.

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

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

No: 1 - Duncan

Absent: 1 - Ystad

Additional New Business Items

- D** [23-053](#) Consideration of a request filed by Ronald Dick to waive his failure to timely file his application for the Senior Citizen Property Tax Exemption and authorize the assessor to accept the application as if timely filed (possible executive session)

A motion was made by Christianson to go into executive session under the statutory category of discussing matters which by law, municipal Charter or ordinances are required to be confidential and invite in Assessor Larry Reeder and the Appellant, Ronald Dick. The motion PASSED by the following vote.

Yes: 6 - Carlson, Duncan, Mosher, Eisenbeisz, Pike, and Christianson

Absent: 1 - Ystad

From the public, Richard Wein commented. The Assembly was in executive session from 7:15pm to 7:22pm.

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

A motion was made by Christianson to approve waiving Ronald Dick’s late filing application for Senior Citizen Property Tax Exemption for “good cause” as further defined in Sitka General Code 4.12.025(g). The motion PASSED by the following vote.

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

- E** [RES 23-15](#) Authorizing the Municipal Administrator to apply for and execute a grant for the Community Transportation Program with the Alaska Department of Transportation and Public Facilities (ADOT&PF) for the Katlian

Avenue Paving and Improvements Project

Melissa Henshaw, Public and Government Relations Director, explained the grant opportunity to partner with the State of Alaska for paving and improvements to Katlian Street and reviewed the match commitment options. She noted the Resolution had been drafted with a match commitment of \$1,496,226, however, options for funding at a higher match level as previously requested by the Assembly had been provided in packet materials.

Richard Wein commented.

A motion was made by Christianson to AMEND the Resolution on line 39 to increase the match to 24.13%, an amount of \$2,555,126. The motion PASSED by the following vote.

Yes: 6 - Eisenbeisz, Christianson, Mosher, Duncan, Carlson, and Pike

Richard Wein commented. Scott Saline and Kim Elliott spoke in support.

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

F [RES 23-13](#)

Authorizing the Municipal Administrator to apply for a Denali Commission Grant under the Housing Program Area for \$300,000 for the Housing Land Feasibility Study

Melissa Henshaw, Public and Government Relations Director, explained the Denali Commission grant opportunity for a housing land feasibility study.

Richard Wein commented.

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, Duncan, Pike, and Carlson

Absent: 1 - Ystad

G [RES 23-14](#)

Authorizing the Municipal Administrator to apply for a Denali Commission Grant under the Infrastructure Fund Program Area for \$1,099,165 for purchase of a 150-ton haul out lift for the Gary Paxton Industrial Park (GPIP) Haul Out Project

Melissa Henshaw, Public and Government Relations Director, explained the Denali Commission grant opportunity for a 150-ton haul out lift at the Gary Paxton Industrial Park (GPIP). Garry White, GPIP Director, and Henshaw told of the process used to determine the prioritization of this project and the previous agenda item.

Kim Elliott spoke in support and Richard Wein commented.

A motion was made by Christianson that this Resolution be APPROVED on

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

H [RES 23-12](#)

Authorizing the Municipal Administrator to apply for a Maritime Administration Department of Transportation Port Infrastructure Development Program (PIDP) Grant for \$4,711,399 with a 20% match commitment to support the Eliason Harbor Electrical System Replacement Project

Melissa Henshaw, Public and Government Relations Director, explained the Port Infrastructure Development grant opportunity.

Richard Wein commented.

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

Yes: 6 - Christianson, Mosher, Eisenbeisz, Duncan, Pike, and Carlson

Absent: 1 - Ystad

XIII. PERSONS TO BE HEARD:

Mike Finn, President of Sitka All-Terrain Riders, reported on club activity. Nick McGraw commented on the number of streets needing repair. Richard Wein requested an update on the Harbor Point project and commented on oil production, grants, and sales tax.

XIV. REPORTS

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

Mayor - Eisenbeisz reminded of potential traffic changes at the Lake Street and Lincoln Street intersection and reported on his attendance at the Seatrade Cruise Global Conference.

Administrator - Leach also reported on the Seatrade Cruise Global Conference.

Attorney - Hanson stated he would be out of the office 4/24-5/8.

Liaison Representatives - Duncan reported on the Library Commission and Parks and Recreation meetings.

Clerk - Peterson reviewed the upcoming meeting schedule and read the board/commission vacancy list.

XV. EXECUTIVE SESSION

See item D.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:55pm.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk