



CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS
330 Harbor Drive
Sitka, AK
(907)747-1811

Minutes - Final

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 Clerk: Sara Peterson*

Tuesday, July 23, 2024

6:00 PM

Assembly Chambers

REGULAR 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

[24-107](#)

Reminders, Calendars, and General Correspondence

No agenda changes.

VI. CEREMONIAL MATTERS

[24-099](#)

Citation - Honoring U.S. Coast Guard Day

Mayor Eisenbeisz read and presented a citation honoring U.S. Coast Guard Day to Commander Rand Semke.

VII. **SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Municipal Departments, School District, Students and Guests (five minute time limit)**

[24-100](#)

Legislative Update - Representative Rebecca Himschoot

Representative Rebecca Himschoot reported on the recent legislative session.

VIII. PERSONS TO BE HEARD

None.

IX. CONSENT AGENDA

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

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

- A** [24-101](#) Approve the following liquor license documents: 1) a renewal application for American Legion Post #13 dba American Legion Post #13 at 205 Lincoln Street, 2) a renewal application for JL Sitka, Inc. dba Westmark Sitka Hotel at 330 Seward Street, and 3) a transfer of ownership application, a premises diagram application, and restaurant endorsement application from The Longliner Lodge & Suites, LLC at 485 Katlian Street to The Galley Restaurant, LLC dba The Galley Restaurant at 485 Katlian Street

This item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B** [24-102](#) 1) Appoint: Dusty Kidd to a three-year term on the Animal Hearing Board
2) Reappoint: Scott Wagner to a two-year term on the Gary Paxton Industrial Park Board

Christianson thanked applicants.

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

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

XI. UNFINISHED BUSINESS:

- C** [ORD 24-16](#) Proposing to amend Section 11.13 "Administration of Budget" of the Home Rule Charter and, submitting the question of such an amendment to the qualified voters at the regular election on October 1, 2024

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

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

- D** [ORD 24-18](#) Proposing to amend Section 6.02 "Recall" of the Home Rule Charter and, submitting the question of such an amendment to the qualified voters at the regular election on October 1, 2024

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

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

- E** [ORD 24-19](#) Amending the official Sitka zoning map to rezone 201 Price Street from Industrial (I) to General Commercial Mobile Home (C-2)

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

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

- F** [ORD 24-20](#) Making supplemental appropriations for fiscal year 2025 (Chamber/Visit Sitka Base and Supplemental Funding)

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

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

No: 1 - Christianson

XII. NEW BUSINESS:

- G** [24-103](#) Authorize Renewal Option 4 of 5 with the Greater Sitka Chamber of Commerce to provide Convention and Visitors Bureau Services to the City and Borough of Sitka through December 2025

Assembly members discussed the item and agreed to pursue the renewal option. However, some members suggested issuing an RFP in the future due to changes in the visitor industry. Administrator Leach noted if an RFP was desired, a future discussion/direction item on an agenda providing general direction to staff would be helpful.

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

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

- H** [24-104](#) Discussion/Direction on draft RFP/evaluation criteria for Jarvis Street Horticulture Site

Planning and Community Development Director Amy Ainslie reviewed the project and its milestone-based lease structure. Members expressed their support and, as part of the renewal process, requested feedback to ensure the site was meeting its milestones and fulfilling its mission.

- I** [24-105](#) Approve the hire offer for Josh Branthoover as Human Resources Director as recommended by the Municipal Administrator

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

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

- J** [24-106](#) Discussion/Direction/Decision to schedule Municipal Attorney candidates for interviews, if desired

The Assembly requested staff to set up an interview with Rachel Jones on August 8.

XIII. PERSONS TO BE HEARD:

Austin Cranford congratulated City Human Resources Director Josh Branthoover shared a story a story about tourist bus that failed to yield to an emergency vehicle. Joel Hanson spoke to item H.

XIV. REPORTS

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

Mayor - Eisenbeisz reported on meeting with representatives from the Disney Cruise Lines, provided an update on the recent STA Council meeting, and announced he would be absent for the August 13 and 27 meetings.

Administrator - Leach announced there were 42 staffing vacancies. He stated he would be attending the summer Alaska Municipal League conference in Kodiak August 13-15.

Attorney - Gatti provided an update.

Liaison Representatives - Christianson reported on the recent Gary Paxton Industrial Park Board meeting.

Clerk - Peterson reviewed board/commission vacancies and details of the October 1 regular municipal election.

Other - Carlson provided a summary of work on tourism initiatives.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:15 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk