

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 March 23 and March 28 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, March 23, 2023

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Started at 6:10 p.m. due to lack of a quorum.

Present: 4 - Mosher, Duncan, Pike, and Carlson

Absent: 3 - Christianson, Eisenbeisz, and Ystad

V. CORRESPONDENCE/AGENDA CHANGES

None.

VI. PERSONS TO BE HEARD:

None.

VII. NEW BUSINESS:

A [23-042](#)

Discussion / Direction / Decision of the FY2024 Draft Administrator's Budget with focus on the Enterprise Funds and Internal Service Funds (Assembly action may be taken)

Melissa Haley, Finance Director, reviewed the draft budget for Enterprise Funds, impacts on working capital, confirmed capital projects, and confirmed rates for

utilities/harbor. The impact of rate increases for utilities was estimated at \$310/month. In addition, Haley reviewed the Internal Service Funds draft budget - IT Fund, Central Garage Fund, and Building Maintenance Fund.

- B** [23-043](#) 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)

Assembly members discussed the funding amount for the Chamber of Commerce and Visit Sitka. The consensus was to include \$525k in the budget.

VIII. PERSONS TO BE HEARD:

None.

IX. ADJOURNMENT

A motion was made by Pike to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:06 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk



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

Tuesday, March 28, 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, Duncan, Ystad, Pike, and Carlson

Absent: 1 - Eisenbeisz

V. CORRESPONDENCE/AGENDA CHANGES

No changes.

[23-048](#)

Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

[23-037](#)

Service Award - Robert Sam

Deputy Mayor Mosher read and presented an award to Robert Sam for his eight years of service on the Historic Preservation Commission.

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

Tribal Chairman Lawrence Widmark provided a summary of the March meeting action

items, and lobbying trip.

VIII. PERSONS TO BE HEARD

Leah Mason spoke about the electrification expo event. Mary Suminski invited the Assembly to attend a presentation on Parenting in the Digital Age on Friday, April 7. Richard Wein proposed the idea of removing sales tax on food purchases for the residents of Sitka. He suggested compensating for the revenue loss through budget cuts in other areas and implementing a head tax on cruise tourists visiting Sitka.

IX. CONSENT AGENDA

- A [23-045](#) Approve the minutes of the March 14 Assembly meeting

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

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

Absent: 1 - Eisenbeisz

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

None.

XII. NEW BUSINESS:

New Business First Reading

- 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 commented.

A motion was made by Ystad that this Ordinance be APPROVED ON FIRST READING.

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

Absent: 1 - Eisenbeisz

Additional New Business Items

- C [23-046](#) Approve the Sustainability Commission goals for 2023-2024

Sustainability Commission Chair Katie Riley covered various topics including the

evolution of municipal climate and sustainability initiatives over time, the Commission's area of focus, the formula for achieving sustainable transformation, the steps involved in prioritizing actions, and the objectives the Commission aims to achieve. The goals set forth by the Commission include developing a community-based plan for renewable energy, examining alternatives for diverting municipal solid waste, and devising a plan for transitioning the municipal fleet to electric vehicles, as well as establishing an electric vehicle infrastructure strategy.

Speaking in support were Leah Mason, Richard Wein, and Eric Jordan.

Members Christianson, Pike, Mosher, and Ystad expressed support. Christianson said that he was impressed with the goals and felt they were attainable. Pike agreed and mentioned that he appreciated the ranking of the goals.

Duncan had an inquiry about goal 2, specifically examples of waste diversion. Riley stated that the Commission was looking at where the waste was coming from, and would be looking at levers that could be used to adjust. She also mentioned that the Commission would like to pursue the goals in order, however, we'll most likely be coming back in a year with an update and next steps for goals.

A motion was made by Christianson to approve the Sustainability Commission goals for 2023-2024.

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

Absent: 1 - Eisenbeisz

D [23-047](#) Discussion / Direction / Decision on applying for the Community Transportation Program Grant and match commitment - Katlian Avenue Paving and Improvements Project

Public & Government Relations Director Melissa Henshaw gave an overview of the transportation alternatives program projects and the match commitment levels.

Consensus of the Assembly was to move forward with the 3 point level = FY24 appropriation of \$569,987.70 from the Visitor Enhancement Fund and Commercial Passenger Vessel Excise Tax. Some expressed interest in 4 point level funding of \$1,099,437.70 dependent on available funding sources.

XIII. PERSONS TO BE HEARD:

Richard Wein spoke about the Katlian Avenue Paving and Improvement Project.

Leah Mason thanked the Electric Department for participating in the electrification expo event.

XIV. REPORTS

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

Attorney - Hanson reported that he had hired Mindy Lowrance as the new legal assistant.

Liaison Representatives - Pike spoke about the Police and Fire Commission meeting. Duncan spoke about the Library Commission. Carlson reported on the Tree and Landscape Committee.

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

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Ystad to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:53 p.m.

ATTEST: _____
Jessica Earnshaw
Deputy Clerk