



# CITY AND BOROUGH OF SITKA

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

## Meeting Agenda

### City and Borough Assembly

*Mayor Steven Eisenbeisz  
Deputy Mayor Thor Christianson,  
Vice Deputy Mayor Valorie Nelson,  
Kevin Knox, Kevin Mosher, Crystal Duncan, Rebecca Himschoot*

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

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Tuesday, May 25, 2021

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. ROLL CALL**

**IV. CORRESPONDENCE/AGENDA CHANGES**

[21-094](#) Reminders, Calendars, and General Correspondence

*Attachments:* [Reminders and Calendars](#)

**V. CEREMONIAL MATTERS**

*None.*

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

[21-087](#) Climate Action Task Force Update

*Attachments:* [Climate Action Task Force Presentation](#)  
[CALT Handout to Accompany Presentation](#)

**VII. PERSONS TO BE HEARD**

*Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.*

**VIII. CONSENT AGENDA**

*All matters under Item VIII Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A**     [21-088](#)     Approve the minutes of the May 11 Assembly meeting  
  
          Attachments: [Consent and Minutes](#)
- B**     [21-089](#)     Approve a liquor license renewal application for JL Totem, Inc. dba Totem Square Inn at 201 Katlian Street  
  
          Attachments: [Motion and Memos](#)  
                          [5249 LGB Notice - City of Sitka in Borough 5721](#)  
                          [#5249 dba Totem Square Inn Temp License and 21-22 Complete Renewal](#)
- C**     [RES 21-10](#)   Setting the millage rates for the fiscal year July 1, 2021 through June 30, 2022  
  
          Attachments: [Motion Memo and Res 2021-10](#)
- D**     [RES 21-11](#)   Authorizing a 50/50 matching grant application to the Office of Justice Programs - Bulletproof Vest Partnership  
  
          Attachments: [Motion Memo and Res 2021-11](#)

**IX. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

*None.*

**X. UNFINISHED BUSINESS:**

- E**     [ORD 21-09](#)   Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2021 through June 30, 2022  
  
          Attachments: [Motion Ord 2021-09](#)  
                          [Budget memo](#)  
                          [Ord 2021-09](#)  
                          [Final Draft FY2022 Administrator's Budget rs](#)
- F**     [ORD 21-10](#)   Adopting the budget and capital improvement plan for all Enterprise Funds for the fiscal year July 1, 2021 through June 30, 2022, amending rates in Title 15 "Public Utilities" of the Sitka General Code and adopting moorage rates and other harbor fees  
  
          Attachments: [Motion Ord 2021-10](#)  
                          [Budget memo.](#)  
                          [Ord 2021-10](#)

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

- G**     [ORD 21-11](#)     Amending Title 4 “Revenue and Finance” of the Sitka General Code by updating Chapter 4.10 “Alaska Remote Seller Sales Tax”

**Attachments:** [01 Motion Ord 2021-11](#)

[02 Memo and Ord 2021-11](#)

[03 Uniform Code Updates Member Adoption Process March 2021](#)

[04 Summary of Uniform Code Updates March 2021](#)

**Additional New Business Items**

- H**     [RES 21-12](#)     Authorizing the Municipal Administrator to enter into port agreements with cruise line corporations for the purpose of satisfying requirements of the Centers for Disease Control and Prevention to allow cruise ships to visit the Port of Sitka in calendar year 2021

**Attachments:** [Motion and Res 2021-12](#)

- I**     [21-090](#)     Discussion / Direction / Decision on response received for 4951 Halibut Point Road Development RFP (possible executive session)

**Attachments:** [Motion 4951 HPR RFP](#)

[Assembly Memo 4951 HPR RFP Response](#)

[4951 HPR RFP Response Supporting Docs](#)

- J**     [21-091](#)     Discussion on potential uses for the Norwegian Cruise Line Holdings Ltd. donation (public comment to be taken)

**Attachments:** [Memo Norwegian Cruise Line Holdings Ltd donation](#)

- K**     [21-093](#)     Discussion on potential uses for American Rescue Plan Act funding (public comment to be taken)

**Attachments:** [Memo on ARPA Spending Options](#)

- L**     [21-092](#)     Discussion / Direction on the possibility of partnering with the Sitka Tribe of Alaska on a community-wide needs assessment

**Attachments:** [Memo Community Wide Needs Assessment](#)

**XII. PERSONS TO BE HEARD:**

*Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.*

**XIII. REPORTS**

**a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other****XIV. EXECUTIVE SESSION****XV. ADJOURNMENT**

*Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Regular Assembly meetings are livestreamed through the City's website, aired live on KCAW FM 104.7, and broadcast live on local television channel 11. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, MMC, Municipal Clerk  
Publish: May 21*