



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*

Tuesday, September 28, 2021

6:00 PM

Assembly Chambers

WORK SESSION 5:00 PM

Sound Development LLC

[21-148](#)

Work Session: Sound Development LLC

Attachments: [SD Work Session Staff Memo & Attachments](#)
[Work Session Materials Provided by SD](#)

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[21-149](#)

Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

V. CEREMONIAL MATTERS

[21-144](#)

Proclamation - Indigenous Peoples' Day

Attachments: [Proclamation Indigenous Peoples' Day](#)

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

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.

IX. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

X. UNFINISHED BUSINESS:

- A** [ORD 21-32](#) Requiring use of a face covering in certain indoor settings and providing a penalty

Attachments: [Motion Ord 2021-32](#)
 [Ord 2021-32](#)

- B** [ORD 21-31](#) Amending Title 2 “Administration” of the Sitka General Code by deleting Chapter 2.12 “City and Borough of Sitka Hospital Board”, Chapter 2.14 “Historic Trust Board” and Chapter 2.64 “Seafood Processing Economic Development Committee” and updating Chapter 2.16 “Library Commission”

Attachments: [Motion Ord 2021-31](#)
 [02 Memo](#)
 [03 Ord 2021-31](#)

- C** [ORD 21-33](#) Making supplemental appropriations for Fiscal Year 2022 (IT Personnel / Approval of a New Position)

Attachments: [Motion Ord 2021-33](#)
 [02 Memo](#)
 [03 Ordinance 21-33](#)
 [04 System Support Technician job descrip](#)

- D** [ORD 21-34](#) Making supplemental appropriations for Fiscal Year 2021 (IT Fund Expense)

Attachments: [Motion Ord 2021-34](#)
 [02 Memo 21-34 IT Fund Expense](#)
 [03 Ord 21-34 IT Overage](#)

- E [ORD 21-35](#) Making supplemental appropriations for Fiscal Year 2021 (School Bond Debt Refunding Expense)

Attachments: [Motion Ord 2021-35](#)

[02 Memo 21-35 School Bond Refunding Expense](#)

[03 Ord 21-35 School Bond Debt](#)

XI. NEW BUSINESS:

New Business First Reading

- F [ORD 21-36](#) Making supplemental appropriations for Fiscal Year 2022 (FY2021 Open Purchase Orders)

Attachments: [Motion Ord 2021-36](#)

[Memo and Ord 2021-36](#)

Additional New Business Items

- G [21-146](#) Discussion / Direction / Decision of the Municipal Administrator's annual recommended transfer to the Public Infrastructure Sinking Fund

Attachments: [Motion and Memo Administrator's recommendation of transfer to PISF CY2022](#)

- H [21-147](#) Discussion / Direction on developing options to consolidate or sunset certain boards, commissions, and committees

Attachments: [Memo Boards Commissions](#)

[Board Commission Monthly Meeting Schedule](#)

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

Not anticipated.

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: September 24*



CITY AND BOROUGH OF SITKA

Legislation Details

File #: 21-148 **Version:** 1 **Name:**

Type: Item **Status:** AGENDA READY

File created: 9/23/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Work Session: Sound Development LLC

Sponsors:

Indexes:

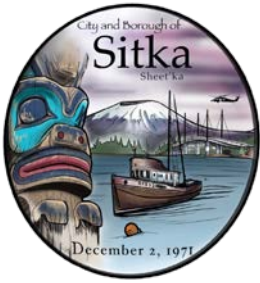
Code sections:

Attachments: [SD Work Session Staff Memo & Attachments](#)
[Work Session Materials Provided by SD](#)

Date	Ver.	Action By	Action	Result
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Work Session

Sound Development LLC




City and Borough of Sitka


PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Amy Ainslie, Planning Director 

Date: September 21, 2021

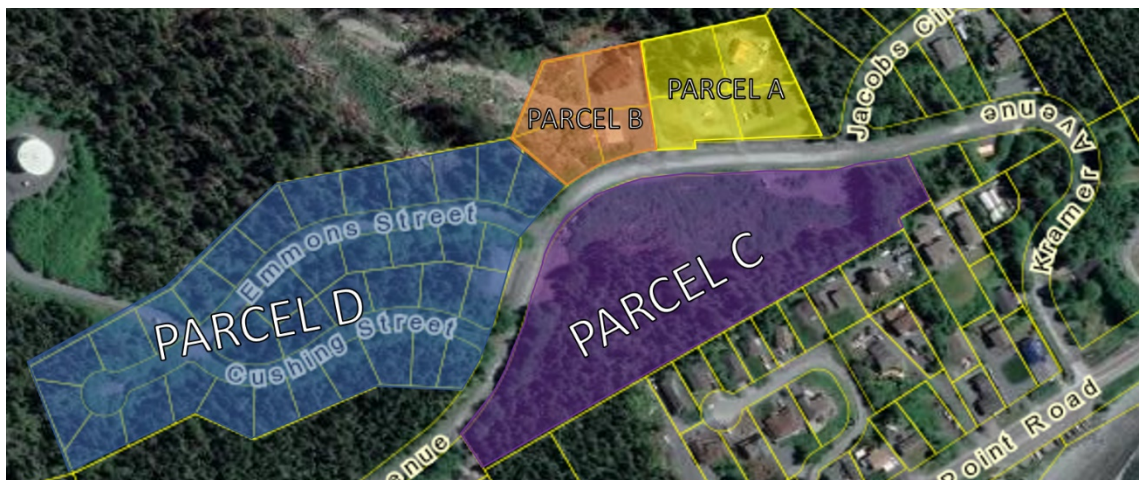
Subject: Work Session with Sound Development

Background

The Purchase Agreement between the City and Borough of Sitka (CBS) and Sound Development LLC (SDL) in 2013 established conditions of sale and development for lands in the Whitcomb Heights Subdivision (also referred to colloquially as 'the benchlands').

The agreement referred to Parcels A, B, C, & D; the legal descriptions are as follows:

- Parcel A: Tract A14 – III, Whitcomb Heights Subdivision, Plat 2011-15
 - This tract has been subdivided and resold
- Parcel B: Tract A13, Whitcomb Heights Subdivision, Plat 83-17
 - This has been subdivided and resold
- Parcel C: Tract A12-III, Whitcomb Heights III Subdivision, Plat 2011-15
 - Large tract, unsubdivided and retained by SDL
- Parcel D: Blocks 8 & 9, Whitcomb Heights Subdivision, Plat 83-17
 - Comprises 34 lots retained by SDL



Condition #11 of the agreement states:

11. **Provision for Parcel C.** SDL commits to a work session with the Assembly prior to the submission of the conceptual subdivision plat for Parcel C to the Planning Commission.

While development plans for the southern benchlands have largely been on hold since the 2015 landslide, SDL is beginning to explore opportunities to develop their remaining lands in this area. Parcel C has a mix of Low, Moderate, and High landslide risk determination per the 2016 South Kramer Landslide Report. The Low risk area of this parcel is on the southern end of the lot. Parcel D is similarly mixed, with 6 lots affected by the High risk designation, 16 lots with Moderate risk, and 12 lots in Low.

Condition #8 of the agreement is also an important consideration when discussing future development:

8. **Utilities.** SDL is prohibited from selling any lots in Block 8 and 9 of the Whitcomb Heights Subdivision prior to the installation of electrical sewer and water utilities and the acceptance of them by CBS. The Emmons and Cushing Street right of way shall also be constructed and accepted by CBS for maintenance prior to any sale. SDL may, with approval of CBS sell multiple lots, in aggregate, if a bond or any other financial guarantee is provided prior the installation and acceptance of roads and utilities. CBS will not arbitrarily withhold acceptance of roads and utilities for maintenance.

Analysis

The purpose of this work session is for SDL to share its conceptual plans for Parcel C, and for the Assembly to have an opportunity to provide thoughts and feedback. This is also an opportunity for SDL to discuss future development options for remaining land in Parcel D.

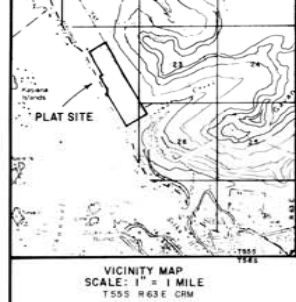
No approvals from the body are needed at this time.

Fiscal Note

None at this time for conceptual review/discussion.

Recommendation

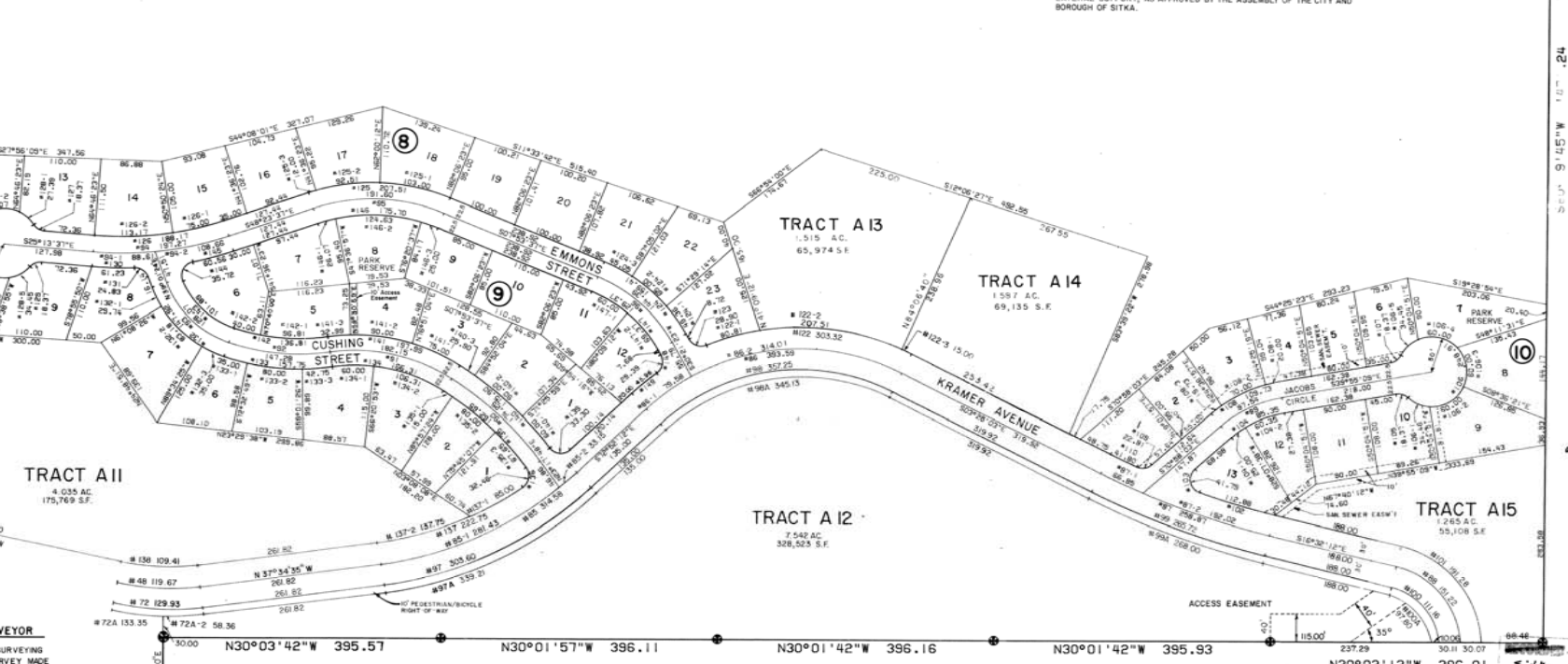
There is no specific recommendation from staff, as the Assembly is not asked to make any decisions or provide an approval at this time.



722	380.00	129.93	19°35'25\"	65.63	129.30	S27°46'53.0\"E	97A	550.68	339.21	35°12'37\"	175.18	333.88	S55°13'24.0\"E	108-3	202.50	19.73	5°15'00\"	9.87	19.73	N68°10'33.0\"W	128-4	50.00	60.00	6°45'18\"	34.21	56.46	S03°55'55.0\"E
723	390.00	131.35	19°35'27\"	67.33	132.70	S27°46'53.0\"E	98	294.93	357.25	69°24'09\"	204.23	335.80	S38°10'08.0\"E	109	20.00	22.81	65°19'57\"	12.82	21.59	N38°18'04.5\"W	128-5	50.00	34.45	39°29'04\"	17.94	33.78	S58°06'06.0\"E
724-2	390.00	59.36	8°34'23\"	29.23	S80°13'24.0\"W	98A	294.93	345.13	69°24'09\"	197.30	324.42	S38°10'07.0\"E	110	1104.90	41.80	2°10'03\"	20.70	41.80	N04°33'04.5\"W	129	20.00	18.37	52°37'00\"	9.89	17.73	S51°32'07.0\"E	
85	510.68	314.58	35°12'37\"	262.46	S09°63'55\"E	99	1164.91	265.72	17°04'09\"	131.44	265.14	S10°00'07.0\"E	120	394.93	30.32	48°57'51\"	161.62	294.17	N02°56'58.5\"W	130	510.18	61.22	6°52'24\"	30.63	62.19	S28°29'49.0\"E	
85-1	510.68	284.43	31°34'29\"	144.39	S27°46'53.0\"W	99A	1174.91	268.00	17°04'09\"	134.58	267.42	S10°00'07.0\"E	121-1	354.93	80.81	13°02'43\"	40.58	80.64	N45°34'33.5\"E	131	20.00	24.83	71°07'25\"	14.30	23.26	S03°22'41.5\"W	
85-2	510.68	331.15	3°47'08\"	16.58	S31°14'07\"E	100	90.00	121.16	70°45'55\"	64.92	104.23	S18°50'46.0\"E	122-2	354.93	207.51	13°29'52\"	106.81	204.59	S22°38'16.0\"E	132	167.63	147.92	50°33'36\"	74.17	143.17	S13°44'36.0\"W	
86	324.93	391.59	69°24'09\"	225.00	N49°54'10\"E	100A	80.00	97.80	10°02'44\"	56.06	91.84	S18°29'10.0\"E	122-3	354.93	15.00	02°25'17\"	7.50	15.00	N04°40'41.5\"W	132-1	167.63	29.74	10°09'50\"	14.91	29.70	S33°56'29.0\"W	
86-1	324.93	79.58	14°01'54\"	39.99	S9°51'15.0\"E	101	150.00	191.28	7°03'56\"	111.12	176.58	N29°59'41.0\"E	123	20.00	28.90	92°47'18\"	17.61	26.45	N11°02'16.0\"W	132-2	167.63	83.18	28°25'59\"	42.47	82.14	S14°18'34.5\"W	
86-2	324.93	314.01	55°22'15\"	170.48	S01°91'08\"E	102	1704.90	112.88	5°51'12\"	56.49	112.83	N23°36'36.0\"E	124	238.78	159.41	38°15'00\"	82.80	156.46	N11°13'53.0\"E	133-1	167.63	35.00	11°51'40\"	17.56	34.94	S03°31'16.5\"E	
87	1114.90	258.87	13°04'09\"	130.00	S28°31'51\"E	103	20.00	41.29	119°42'57\"	34.44	34.59	N00°10'28.5\"E	124-2	238.78	49.36	1°50'39\"	24.73	49.27	N24°26'04.5\"E	133	338.95	157.75	26°40'00\"	80.13	356.13	S24°52'12.0\"E	
87-1	1114.90	66.85	3°22'10\"	33.44	S64°04'09\"E	104	137.50	89.35	31°04'54\"	49.75	84.31	S55°26'36.0\"E	125-2	238.78	65.00	15°15'48\"	32.70	64.80	N10°42'32.0\"E	134-1	338.95	35.00	5°54'59\"	17.52	74.98	S14°29'41.5\"E	
87-2	1114.90	192.02	9°41'19\"	86.24	S91°70'41\"E	104-1	157.50	25.00	9°05'41\"	12.53	24.97	S66°25'12.5\"E	126-1	238.78	45.05	10°48'53\"	22.59	44.98	N02°29'19.5\"W	134-2	338.95	80.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
88	120.00	151.22	72°12'08\"	87.51	S141°41'09\"E	104-2	157.50	60.35	37°03'13\"	30.55	59.98	S53°54'58.5\"E	126-2	238.78	202.51	40°10'00\"	100.10	203.21	N28°08'37.0\"W	135-1	338.95	42.75	7°13'18\"	21.41	42.73	S14°35'23.0\"E	
89	180.00	97.34	31°02'54\"	50.00	S65°35'26\"E	105	20.00	18.37	52°37'00\"	9.89	17.73	S13°36'39.0\"E	127-1	238.78	103.00	20°06'11\"	52.03	102.47	N17°56'42.5\"W	135-2	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
90	471.68	174.25	23°10'00\"	88.13	S173°26'N12°12\"E	106	50.00	248.91	285°14'01\"	60.71	N50°04'50.5\"E	127-2	238.78	92.50	18°03'17\"	46.64	92.12	N37°01'26.5\"W	136-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E		
91	258.75	182.15	40°20'00\"	95.03	S103°41'08\"E	106-1	50.00	34.46	39°29'03\"	17.94	33.78	S07°02'40.5\"E	127-3	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	136-2	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
92	316.45	147.28	26°40'00\"	75.00	S145°36'N25°12\"E	106-2	50.00	60.00	68°45'18\"	34.21	56.46	S53°54'58.5\"E	128-1	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	137-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
93	145.13	128.07	50°33'36\"	68.54	S123°93'N13°44\"E	106-3	50.00	60.00	68°45'18\"	34.21	56.46	S53°54'58.5\"E	128-2	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	137-2	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
94	487.88	197.27	23°10'00\"	100.00	S195°91'S16°48\"E	106-4	50.00	60.00	68°45'18\"	34.21	56.46	N18°40'27.0\"E	129-1	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	138-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
94-1	487.88	88.61	10°24'24\"	44.43	S88°49'S20°25\"E	106-5	50.00	34.45	39°29'04\"	17.94	33.78	N72°47'38.0\"E	130-1	20.00	18.37	52°37'00\"	9.89	17.73	N04°33'04.5\"W	139-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
94-2	487.88	88.61	10°24'24\"	44.43	S88°49'S20°25\"E	107	20.00	18.37	52°37'00\"	9.89	17.73	N64°11'19.5\"E	131-1	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	139-2	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
95	272.06	191.60	40°30'00\"	100.00	S187°64'S28°08\"E	108	202.50	109.73	31°02'54\"	56.25	108.40	S55°26'36.0\"E	131-2	238.78	120.01	2°10'03\"	60.00	120.00	N47°13'23.0\"W	140-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	
96	216.28	144.39	38°15'00\"	75.00	S141°72'S11°13\"E	108-1	202.50	20.00	5°39'32\"	10.04	19.38	N42°44'53.0\"E	132-2	20.00	67.67	76°51'04\"	39.67	62.15	N42°31'26.0\"E	142-1	338.95	100.00	1°31'12\"	40.19	42.73	S14°35'23.0\"E	

SHEET 2 OF 3
MATCH LINE

NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING
137-2	480.68	137.75	16°25'11\"	69.35	137.28	N45°47'11.0\"W
138	320.00	109.41	19°15'25\"	55.25	108.88	N27°46'53.0\"W
139	20.00	33.30	95°23'37\"	21.98	29.58	N25°10'23.5\"W
140	494.18	175.90	20°23'37\"	88.89	174.97	N12°19'36.5\"E
140-1	494.18	60.00	6°57'24\"	30.04	59.96	N19°02'43.0\"E
140-2	494.18	90.00	10°26'05\"	45.12	88.49	N10°20'58.5\"E
140-3	494.18	25.90	3°09'08\"	12.95	25.89	N03°37'52.0\"E
141	281.25	197.99	40°20'00\"	103.29	193.92	N18°02'12.0\"W
141-1	281.25	75.00	15°16'44\"	37.72	74.78	N05°30'34.0\"W
141-2	281.25	90.00	18°20'05\"	45.39	89.62	N22°18'58.5\"W
141-3	281.25	32.99	6°43'11\"	16.51	32.97	N34°50'36.5\"W
142	293.95	136.82	26°40'00\"	69.67	135.58	N24°52'12.0\"W
142-1	293.95	96.82	18°52'12\"	48.85	96.37	N26°46'06.0\"W
142-2	293.95	60.00	7°47'48\"	20.03	59.97	N15°26'06.0\"W
143	122.63	101.89	47°36'00\"	54.09	98.98	N12°15'58.0\"E
144	20.00	25.72	102°30'10\"	24.85	31.16	N09°14'13.0\"E
145	510.18	60.56	6°47'55\"	30.32	60.53	S24°59'39.5\"E
146	248.56	175.70	40°30'00\"	91.70	172.06	S28°08'37.0\"E
146-1	248.56	26.07	6°00'18\"	13.05	26.06	S45°23'20.0\"E
146-2	248.56	124.63	28°44'00\"	63.45	123.31	S28°01'11.0\"E
146-3	248.56	25.00	5°55'46\"	12.51	24.99	S10°46'30.0\"E
147	193.78	129.37	38°15'00\"	67.20	126.98	S11°13'53.0\"W
147-1	193.78	60.00	17°44'25\"	30.24	59.76	S08°58'35.5\"W
147-2	193.78	69.37	20°30'35\"	35.06	69.00	S20°06'05.5\"W
148	20.00	29.39	84°11'36\"	18.07	26.82	S27°27'11.0\"W
149	355.91	45.96	7°25'10\"	23.01	45.93	N69°09'37.0\"W



CERTIFICATE OF REGISTERED ENGINEER OR SURVEYOR
I HEREBY CERTIFY THAT I AM LICENSED TO PRACTICE LAND SURVEYING IN ALASKA, AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AS LOCATED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE CORRECT.

THE FIRM OF WAKON REDBIRD & ASSOCIATES
DOES NOT WARRANT THE BOUNDARY SURVEY OR MONUMENT ANY LOT CORNERS SHOWN ON THIS PLAT.

U.S. SURVEY 2418

U.S. SURVEY 3565 (NATIONAL FOREST SERVICE)



TRACT A1
107.60 AC.
4,694,017 S.F.

S29°42'03\"E 1450.14

PLAT RESTRICTIONS

- THIS SUBDIVISION IS APPROVED AND RECORDED AS A PLANNED UNIT DEVELOPMENT. THE NUMBER OF ALLOWED HOUSING UNITS ON EACH LOT IS HEREBY NOTED ON SHEET 1 OF 3 SHEETS. THE NUMBER OF UNITS ALLOWED ON THE TRACT AREAS SHALL BE DETERMINED ON A R-1 ZONING DISTRICT BASIS AS COVERED UNDER CITY CODE 22.20(A)(8) OR UNDER PLANNED UNIT DEVELOPMENT 22.72.00.
- PURCHASERS OF DEVELOPMENT TRACTS SHALL BE REQUIRED TO FURNISH THE CITY AND BOROUGH OF SITKA WITH TOTAL DEVELOPMENT PLANS. SAID PLANS SHALL INCLUDE NUMBER OF UNITS PROPOSED, SIZE, SPACING, AND LOCATION; THE PARKING AREAS AND NUMBER OF SPACES; OPEN SPACES AND PLAYGROUNDS; ACCESS AND EGRESS POINTS PROPOSED ON KRAMER AVENUE; UTILITY PLANS AND PROPOSED TIME FRAME OF COMPLETION. PLANS SHALL BE REVIEWED AND APPROVED BY THE PLANNING COMMISSION AND ASSEMBLY INCLUDING AT LEAST ONE (1) PUBLIC HEARING PRIOR TO ISSUANCE OF ANY BUILDING PERMIT.
- DEVELOPMENT OF TRACT A-9 SHALL BE LIMITED TO A SMALL COMMERCIAL DEVELOPMENT REQUIRED TO SERVE THE ADJACENT NEIGHBORHOOD. RESIDENTIAL DEVELOPMENT MAY BE ALLOWED IN CONJUNCTION WITH SAID COMMERCIAL USE IF DIRECTLY RELATED SUCH AS OWNER/MANAGER APARTMENTS. AS WITH ALL TRACTS, DEVELOPMENT PLANS MUST BE REVIEWED AND APPROVED.
- THERE SHALL BE RESERVED, ADJACENT TO THE DEDICATED RIGHTS-OF-WAY SHOWN HEREON, A SLOPE RESERVATION SUFFICIENT TO CONTAIN CUT AND FILL SLOPES OF ONE AND ONE HALF (1-1/2) FEET HORIZONTALLY FOR EACH FOOT VERTICALLY (1-1/2 to 1 of CUT AND FILL). FOR THE PURPOSE OF PROVIDING AND MAINTAINING LATERAL SUPPORT OF CONSTRUCTED STREET THERE IS RESERVED TO THE GRANTORS, THEIR HEIRS, SUCCESSORS OR ASSIGNS, THE RIGHT TO REMOVE SAID SLOPES AT ANY TIME UPON PROVISIONS AND MAINTAINING OTHER ADEQUATE LATERAL SUPPORT, AS APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF SITKA.

STATE OF ALASKA
FIRST JUDICIAL DISTRICT
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF SITKA, IN THE NAME OF
The City of Sitka
AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 1983 WILL BE DUE ON OR BEFORE
JULY 31, 1983
DATED 25th DAY OF February, 1983, AT SITKA, ALASKA.
Michael J. Redbird
Assessor, City and Borough of Sitka

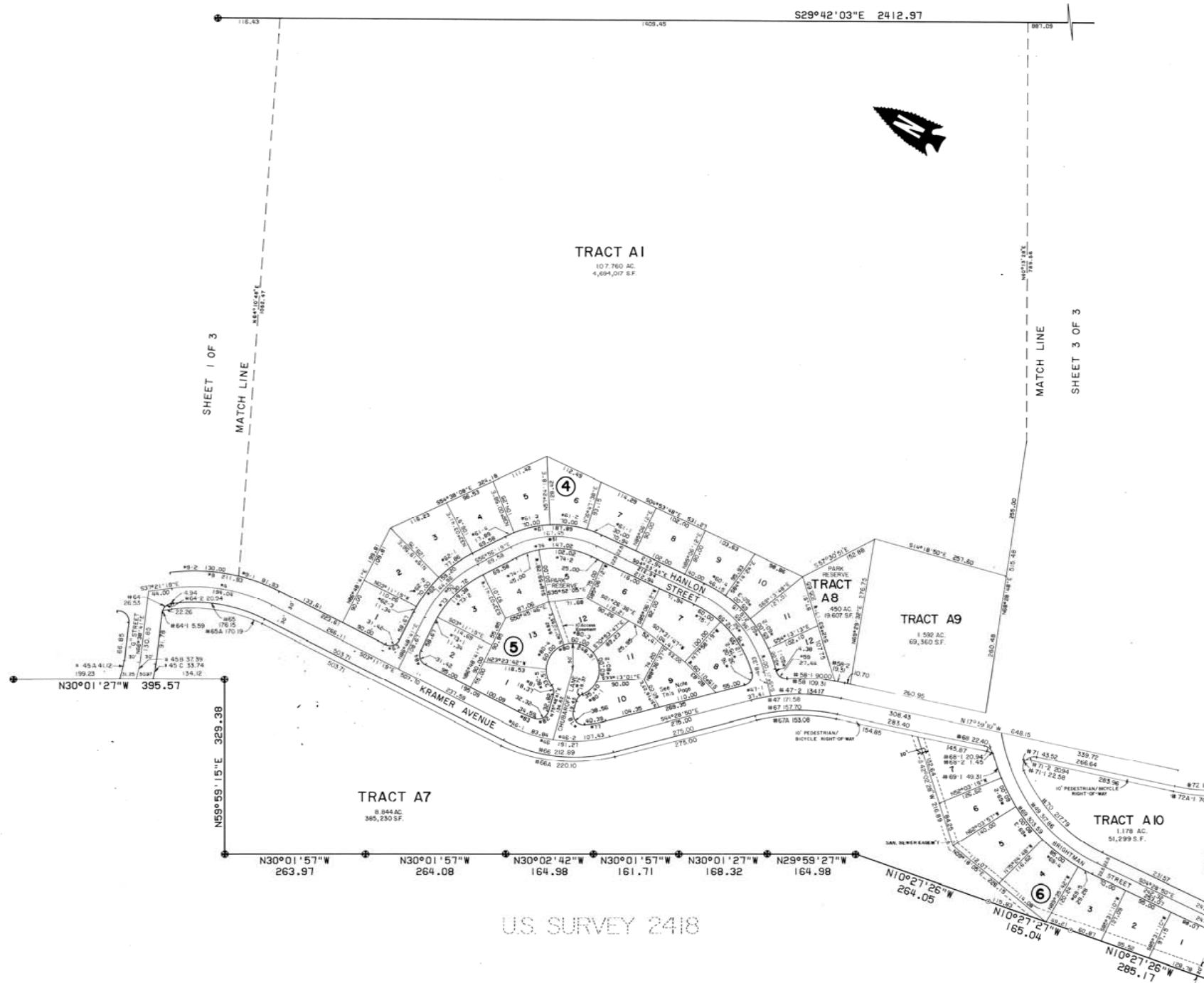
CERTIFICATION OF APPROVAL BY THE BOARD
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, PLANNING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 83-16 DATED April 16, 1983 AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE SITKA DISTRICT RECORDING OFFICE, SITKA, ALASKA.
DATE Jan. 16, 1983
John Anderson
Chairman, Planning Board
Glenda L. Boddy
Secretary

CERTIFICATE OF APPROVAL BY THE ASSEMBLY
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, ASSEMBLY, AND THAT SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY AS RECORDED IN MINUTE BOOK 6 PAGE 504, 505, 506, DATED Jan. 16, 1983, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE SITKA DISTRICT RECORDING OFFICE, SITKA, ALASKA.
Date 5-3-83
John E. Dapunt
Mayor
Delores J. Jensen
City & Borough Clerk

CERTIFICATE OF OWNERSHIP AND DEDICATION
WE HEREBY CERTIFY THAT THE CITY AND BOROUGH OF SITKA IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT IT HEREBY ADOPTS THIS PLAT OF SUBDIVISION, WITH OUR FREE CONSENT, AND AS THE REPRESENTATIVES DEDICATE ALL STREETS, ALLEYS, EASEMENTS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.
Date 5-3-83
John E. Dapunt
Mayor
Date 5-3-83
Delores J. Jensen
City & Borough Clerk

NOTARY'S ACKNOWLEDGEMENT
U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF SITKA
THIS IS TO CERTIFY THAT ON THIS 3rd DAY OF May, 1983, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, ONLY COMMISSIONED AND SWORN, PERSONALLY APPEARED John E. Dapunt AND Delores J. Jensen, TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND ACKNOWLEDGED TO ME THAT They SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.
WITNESS MY HAND AND NOTARIAL SEAL THIS DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.
MY COMMISSION EXPIRES 10-31-84
Delores J. Jensen
NOTARY PUBLIC FOR ALASKA

WHITCOMB HEIGHTS
SUBDIVISION
CITY & BOROUGH OF SITKA, ALASKA
Scale: 1" = 100'
A SUBDIVISION OF TRACT A,
USS 3806
Dated: Feb. 9, 1980
FILED
SITKA
DATE May 3 1983
TIME 1:30 P.M.
BY John E. Dapunt



NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING
4	325.39	194.04	34°10'00"	100.00	191.17	S20°16'19.0"E
9	355.39	211.93	34°10'00"	109.22	208.80	N20°16'19.0"W
9-1	355.39	81.93	13°12'30"	41.15	81.75	N09°47'34.0"W
9-2	355.39	130.00	20°57'30"	65.73	129.28	N26°52'34.0"W
46	265.10	191.27	41°17'31"	100.00	187.16	S23°50'04.5"E
46-1	265.10	83.83	18°05'55"	42.27	83.49	S12°14'16.5"E
46-2	265.10	107.44	23°11'36"	54.46	106.70	S32°53'02.0"E
47	371.05	171.58	26°29'40"	87.35	170.05	S31°14'00.0"E
47-1	371.05	17.41	0°54'46"	8.72	37.39	S41°55'32.0"E
47-2	371.05	134.17	20°43'03"	67.82	133.44	N28°50'42.0"W
49	320.91	317.86	56°45'04"	173.34	305.03	S23°53'42.0"W
50	229.12	144.96	36°15'00"	75.00	142.55	S75°03'49.0"E
51	184.36	167.45	52°02'31"	90.00	161.76	S30°55'03.5"E
52	225.62	196.55	49°54'48"	105.00	190.20	S20°03'36.0"W
58	(SEE CURVE DATA FOR 58, 58-1 AND 58-2 FOLLOWING #84.)					
59	20.00	27.44	78°37'09"	16.38	25.34	N05°42'25.5"E
60	248.12	216.15	49°54'48"	115.47	209.38	N20°03'36.0"E
60-1	248.12	40.00	09°14'13"	20.04	79.36	N60°25'53.5"E
60-2	248.12	65.00	15°00'35"	32.69	64.82	N28°16'09.5"E
60-3	248.12	65.00	15°00'36"	32.69	64.82	N13°15'54.0"E
60-4	248.12	46.15	10°39'24"	23.14	46.08	N00°25'54.0"E
61	206.86	187.89	52°02'31"	100.99	181.50	N30°55'03.5"W
61-1	206.86	30.00	08°18'34"	15.03	29.97	N09°03'05.0"W
61-2	206.86	70.00	19°23'20"	35.34	69.67	N22°54'02.0"W
61-3	206.86	70.00	19°23'20"	35.34	69.67	N42°17'22.0"W
61-4	206.86	17.89	04°57'17"	8.95	17.88	N54°27'40.5"W
62	251.62	199.20	36°15'00"	82.36	196.55	N75°03'49.0"W
62-1	251.62	77.46	17°43'45"	39.24	77.55	N65°48'11.5"W
62-2	251.62	70.00	15°56'22"	35.23	69.77	N82°38'15.0"W
62-3	251.62	11.34	02°14'53"	5.67	11.34	S88°06'07.5"W
63	20.00	31.42	90°00'00"	20.00	28.28	N48°11'19.0"W
64	20.00	26.53	76°00'00"	15.63	24.63	N75°21'19.0"E
64-1	20.00	5.59	16°00'00"	2.81	5.57	N74°38'41.0"E
64-2	20.00	20.94	60°00'00"	11.55	20.00	S67°21'19.0"E
65	295.39	176.15	34°10'00"	90.78	173.55	S20°16'19.0"E
65A	295.39	170.19	34°10'00"	87.71	167.68	S20°16'19.0"E
66	295.40	212.89	41°17'31"	111.30	208.71	S23°50'04.5"E
66A	305.40	220.10	41°17'31"	115.07	215.36	S23°50'05.0"E
67	341.05	157.70	26°29'40"	80.29	156.30	S31°14'00.0"E
67A	331.05	153.08	26°29'40"	77.93	151.72	S31°14'00.0"E
68	20.00	22.40	64°09'30"	12.54	21.24	N14°55'35.0"E
68-1	20.00	20.94	60°00'00"	11.55	20.00	S12°00'50.0"W
68-2	20.00	1.45	4°09'30"	.73	1.45	S44°05'35.0"W
69	343.41	303.59	50°39'07"	162.52	293.80	N20°50'44.0"E
69-1	343.41	49.31	0°14'19"	24.70	49.27	S42°03'31.0"W
69-2	343.41	60.00	00°00'58"	30.08	59.92	S32°56'02.0"W
69-3	343.41	80.00	13°20'51"	40.18	79.82	S21°15'37.5"W
69-4	343.41	85.00	14°10'54"	42.72	84.78	S07°29'45.0"W
69-5	343.41	29.28	4°53'08"	14.63	29.27	S02°02'16.0"E
70	298.41	217.79	41°48'59"	114.00	212.99	N16°25'40.0"E
71	20.00	41.52	124°40'40"	38.16	35.43	N80°19'31.0"W
71-1	20.00	22.58	64°40'40"	12.66	21.40	N69°40'29.0"E
71-2	20.00	20.94	60°00'00"	11.55	20.00	S47°59'10.0"E
72	380.00	129.93	19°35'25"	65.60	129.30	S27°46'53.0"E
72A	390.00	133.19	19°35'27"	67.23	132.70	S28°11'27.0"E
72A-1	390.00	74.59	11°01'01"	37.61	74.88	S23°29'41.0"E
73	206.62	130.72	36°15'00"	67.63	128.56	S75°03'49.0"E
73-1	206.62	11.34	3°08'39"	5.67	11.34	N88°23'00.5"E
73-2	206.62	119.38	93°06'21"	61.42	117.73	S73°29'29.5"E
74	161.86	147.02	52°02'31"	79.02	142.02	S30°55'03.5"E
74-1	161.86	45.00	15°55'47"	22.65	44.46	S48°58'25.5"E
74-2	161.86	102.02	36°06'44"	55.77	100.34	S22°57'10.0"E
75	203.12	172.59	48°41'00"	91.89	167.44	S19°26'42.0"W
75-1	203.12	60.00	16°55'29"	30.22	59.78	S03°33'56.5"E
75-2	203.12	112.59	31°45'31"	57.74	111.15	S27°54'06.5"W
76	20.00	32.03	91°43'58"	20.61	28.71	S89°39'11.0"W
77	235.40	40.39	9°49'52"	20.24	40.34	N39°33'54.5"E
78	20.00	36.56	110°27'41"	28.81	32.86	N20°34'50.5"E
79	20.00	18.17	52°39'00"	9.89	17.57	S72°52'40.0"E
80	50.00	346.91	285°14'01"	60.71	N14°11'18.5"E	
80-1	50.00	35.40	40°34'11"	18.48	34.67	S71°51'23.5"E
80-2	50.00	60.00	68°45'18"	34.21	56.45	S53°28'52.0"E
80-3	50.00	60.00	68°45'18"	34.21	56.45	S15°50'26.0"W
80-4	50.00	60.00	68°45'18"	34.21	56.46	N84°01'44.0"W
80-5	50.00	33.51	38°23'56"	17.41	32.89	S42°23'39.0"W
81	20.00	18.37	52°37'00"	9.89	17.73	S49°30'11.0"W
82	20.00	32.32	92°34'54"	20.92	28.91	S57°53'52.0"W
83	235.40	34.59	8°25'06"	17.32	34.56	N07°31'52.0"E
84	20.00	31.42	90°00'00"	20.00	28.28	N41°48'41.0"E
58	401.05	109.31	15°36'59"	54.99	108.97	N25°47'40.0"W
58-1	401.05	90.00	12°51'29"	45.19	89.81	N27°10'25.0"W
58-2	401.05	19.31	2°45'30"	9.66	19.31	N19°21'55.0"W

RECORDED FILED 149
S-166
DATE Mar 3 1980
TIME 12 P
Prepared by C. J. & B. Co.
Box 71
Sitka, AK 99785

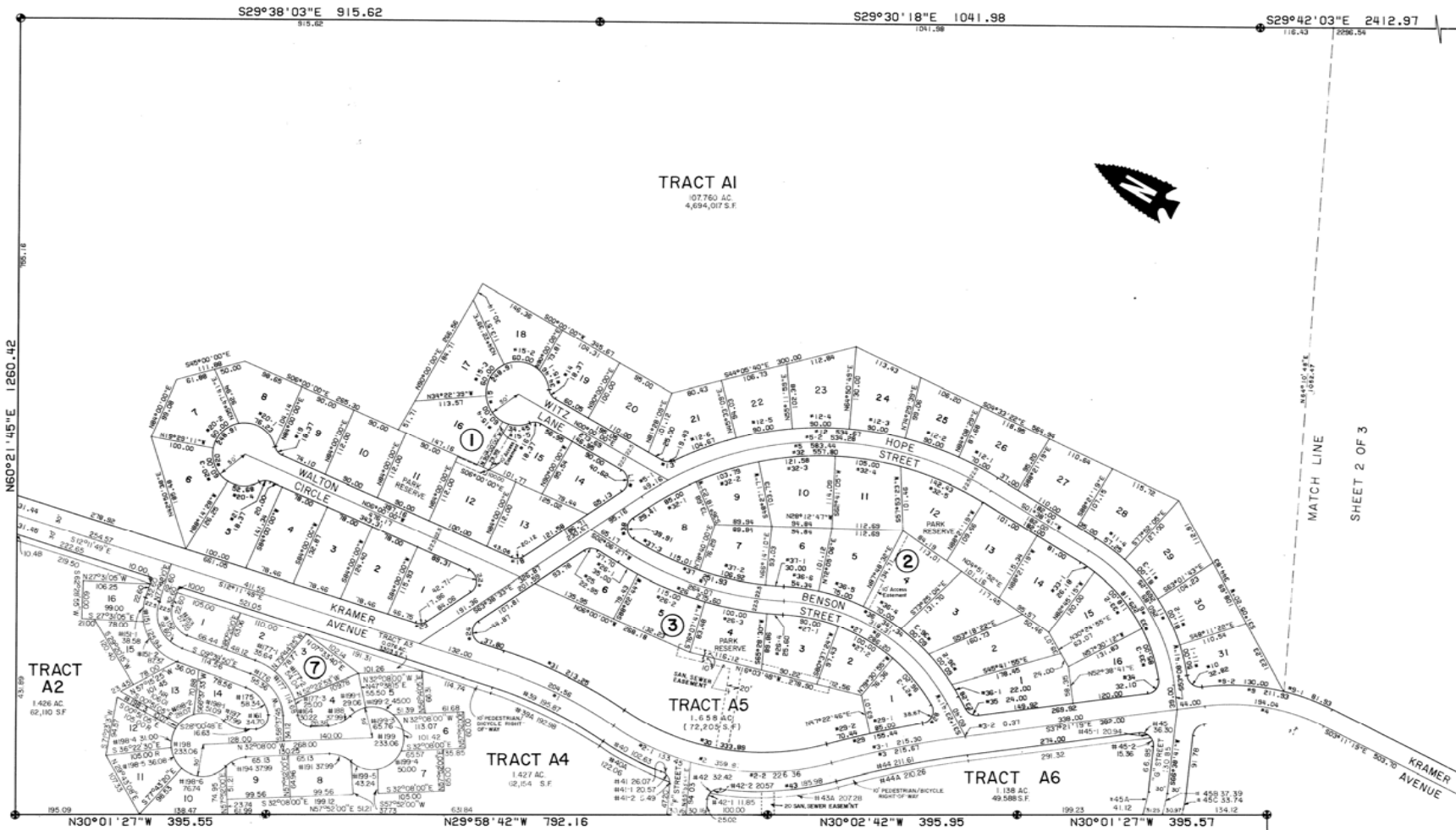
WHITCOMB HEIGHTS
SUBDIVISION
CITY & BOROUGH OF SITKA, ALASKA

DATE Feb 9, 1980 Scale 1" = 100'

A SUBDIVISION OF TRACT A,
USS 3806

NOTE: NO ACCESS IS ALLOWED TO KRAMER AVENUE EXCEPT 10' 9" BLOCK 5.

U.S. SURVEY 3806



NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING	NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING	NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING
1	706.40	204.56	16°15'30"	103.00	203.84	S03°54'04.0"E	21	20.00	18.37	5°27'00"	9.89	17.73	S32°18'30.0"E	40A	456.48	122.06	15°19'14"	61.40	121.70	S03°15'56.0"E
2	426.48	358.81	49°30'00"	192.00	348.73	S20°21'19.0"E	22	20.00	42.71	12°21'27"	36.35	35.05	S55°10'43.5"W	41	20.00	26.07	7°40'00"	15.26	24.26	S26°33'35.0"W
2-1	426.48	133.45	18°21'33"	67.30	132.88	S04°47'06.0"E	23	20.00	17.96	5°26'44"	9.64	17.36	N37°55'11.0"W	41-1	20.00	20.57	5°58'55.0"	11.30	19.68	S20°41'25.0"W
3	426.48	226.36	32°08'27"	126.05	223.59	S27°12'06.0"E	24	20.00	44.87	12°31'16"	41.51	36.04	N52°04'49.0"E	42	20.00	05.49	15°44'22"	02.76	05.48	S58°01'30.0"E
3-1	1594.45	215.67	0°45'00"	108.00	215.51	S41°13'49.0"E	25	20.00	22.95	6°54'50.0"	12.91	21.71	S30°46'01.0"E	42-1	20.00	12.42	9°52'00"	21.03	26.98	S67°40'19.0"E
3-2	1594.45	215.30	0°44'12"	107.81	215.14	S41°13'49.0"E	26	537.84	275.60	29°21'33"	140.89	272.59	S12°14'19.5"E	42-2	20.00	11.85	13°56'10"	06.10	11.67	N82°51'46.0"E
3-2	1594.45	0.37	0°00'48"	0.19	0.37	S37°21'43.0"E	26-1	537.84	35.00	0°43'43"	17.51	34.99	S00°14'35.5"E	42-2	20.00	20.57	5°58'55.0"	11.30	19.68	S20°41'25.0"W
4	325.39	194.04	14°10'00"	100.00	191.17	S27°16'19.0"E	26-2	537.84	100.00	12°15'03"	57.72	114.78	S07°44'47.5"E	43	446.48	185.98	27°52'00"	94.36	184.64	S33°10'19.0"E
5	512.02	263.44	6°51'24"	226.00	552.38	S39°59'56.0"E	26-3	537.84	125.00	10°19'11"	50.15	99.86	S10°12'54.5"E	43A	456.48	207.28	26°01'02"	105.46	205.51	S32°05'48.0"E
5-1	512.02	49.16	5°30'02"	24.60	49.14	S67°33'32.0"E	26-4	537.84	25.60	0°43'36"	12.80	25.59	S25°53'18.0"E	44	1564.45	211.61	0°45'00"	105.97	211.45	S41°13'49.0"E
5-2	512.02	534.28	59°47'12"	294.35	510.37	S28°14'55.0"E	27	288.48	286.20	56°50'35"	156.12	274.61	S01°10'11.5"W	44A	1554.45	210.26	0°45'00"	105.29	210.10	S41°13'49.0"E
6	290.25	260.89	51°30'00"	140.00	252.20	S27°23'41.0"E	27-1	288.48	90.00	17°52'30"	45.37	89.63	S18°18'51.0"E	45	20.00	16.30	10°40'00"	25.60	31.52	S14°38'41.0"E
7	515.34	264.07	29°21'33"	135.00	261.19	S12°14'19.5"E	27-2	288.48	100.00	19°51'41"	50.51	99.50	S00°13'14.5"W	45A	220.00	41.12	10°42'34"	20.62	41.06	S77°59'58.0"E
8	310.94	318.31	5°38'42"	174.68	304.60	S02°04'17.5"W	27-3	288.48	96.20	19°06'24"	48.55	95.76	S20°02'17.0"E	46	250.00	37.39	0°54'11"	18.73	37.36	S70°55'47.0"E
9	355.39	211.93	34°10'00"	109.22	208.80	N20°16'19.0"W	28	20.00	38.67	10°47'09"	28.98	32.92	S84°59'03.5"W	45C	280.00	33.74	0°54'13"	16.89	33.72	S70°55'48.0"E
9-1	355.39	81.93	11°12'30"	41.25	81.75	N09°47'14.0"W	29	1624.45	155.44	0°58'25"	77.78	155.38	N42°21'50.5"W	45-1	20.00	20.94	6°00'00"	11.55	20.00	S07°21'19.0"E
9-2	355.39	130.00	29°57'30"	65.73	129.28	N20°52'14.0"W	29-1	1624.45	84.99	0°59'52"	42.51	84.98	N41°07'18.0"E	45-2	20.00	15.36	4°00'00"	08.08	14.98	S44°38'41.0"E
10	21.29	32.82	88°19'33"	20.68	29.67	N00°46'27.5"E	29-2	1624.45	70.45	0°59'52"	35.23	70.44	N41°07'18.0"E	45-3	82.50	125.94	87°28'00"	78.93	114.07	S17°04'10.0"E
11	312.75	269.25	49°19'33"	143.60	261.01	N20°18'27.5"E	30	386.48	333.89	49°30'00"	178.17	323.61	N20°21'19.0"E	45-4	82.50	18.58	26°47'30"	19.65	38.23	S64°24'25.0"E
11-1	312.75	50.00	0°09'36"	25.05	49.95	N46°21'26.0"E	31	736.40	213.25	16°35'30"	107.37	212.50	N03°54'04.0"W	45-5	82.50	87.37	6°00'40"	48.28	83.34	S20°40'25.0"E
11-2	312.75	81.00	14°50'21"	40.73	80.77	N34°23'27.5"E	32	489.52	557.80	65°17'14"	113.59	528.11	S30°59'56.0"E	45-6	82.50	91.60	87°28'00"	47.28	92.96	S34°04'10.0"E
11-3	312.75	81.00	14°50'21"	40.73	80.77	N34°23'27.5"E	32-1	489.52	85.00	0°56'56"	42.61	84.89	S38°40'05.0"E	45-7	37.50	57.25	87°28'00"	35.88	51.85	S34°04'10.0"E
11-4	312.75	57.25	10°29'14"	28.70	57.16	N06°53'18.0"E	32-2	489.52	103.79	12°08'54"	52.09	103.68	S27°10'10.0"E	45-8	37.50	24.70	9°52'43"	21.58	37.03	S37°42'04.0"E
12	534.52	514.67	57°18'12"	292.10	512.65	N27°00'39.5"W	32-3	489.52	121.58	14°13'48"	61.10	121.27	S14°25'49.0"E	45-9	37.50	10.22	8°14'34"	18.84	27.43	N11°09'17.0"E
12-1	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	32-4	489.52	105.00	12°17'21"	52.70	104.80	S21°10'13.5"E	45-10	37.50	58.34	5°08'07"	31.26	55.87	S19°24'13.0"E
12-2	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	32-5	489.52	142.43	16°40'13"	71.72	141.92	S06°41'25.5"E	45-11	37.50	95.36	6°17'35"	54.26	89.81	S24°28'57.0"E
12-3	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	32-6	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	45-12	37.50	102.50	12°14'52"	52.70	102.50	S27°10'10.0"E
12-4	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	32-7	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	45-13	102.50	35.64	19°55'25"	18.00	35.46	N00°17'53.0"E
12-5	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	32-8	534.52	70.00	0°00'12"	35.05	69.95	N06°06'25.0"W	45-14	102.50	54.04	30°12'30"	27.67	53.42	N25°21'50.0"E
12-6	534.52	104.67	11°31'09"	52.50	104.50	N50°03'25.5"W	33	267.75	118.00	25°15'03"	59.97	117.05	S19°52'16.5"W	45-15	102.50	25.00	11°58'29"	12.56	24.94	N47°27'19.0"E
13	20.00	19.43	55°40'00"	10.56	18.68	N27°50'00.0"E	33-1	267.75	85.00	18°11'21"	42.86	84.64	S41°35'28.5"E	45-16	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
14	20.00	18.37	52°17'01"	9.89	17.73	S32°18'30.0"E	33-2	20.00	32.10	9°52'30"	20.70	28.76	N83°20'05.0"E	45-17	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15	50.00	248.91	28°14'00"	60.71	89.00	N00°00'00.0"E	33-3	331.48	141.34	58°38'47"	187.12	326.63	N02°04'17.5"E	45-18	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15-1	50.00	14.46	39°29'03"	7.24	13.78	N32°52'28.5"E	33-4	331.48	22.00	0°36'40"	11.00	22.00	N29°30'17.5"E	45-19	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15-2	50.00	60.00	6°45'18"	14.21	56.46	N21°14'42.0"E	33-5	331.48	60.00	10°18'32"	30.08	59.92	N22°27'18.0"E	45-20	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15-3	50.00	60.00	6°45'18"	14.21	56.46	N21°14'42.0"E	33-6	331.48	60.00	10°18'32"	30.08	59.92	N22°27'18.0"E	45-21	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15-4	50.00	60.00	6°45'18"	14.21	56.46	N21°14'42.0"E	33-7	331.48	60.00	10°18'32"	30.08	59.92	N22°27'18.0"E	45-22	50.00	37.99	43°31'52"	19.96	37.08	S57°53'56.0"E
15-5	50.00	34.35	39°29'03"	7.24	13.78	N32°52'28.5"E	33-8	331.48	75.00	12°53'09"	37.66	74.84	N11°28'19.5"W	45-23	50.00	10.07	11°32'13"	05.05	10.05	N85°04'58.0"E
16	20.00	18.37	52°17'00"	9.89	17.73	S32°18'30.0"E	33-9	331.48	54.34	0°30'12"	27.23	54.28	N22°35'00.0"E	45-24	50.00	11.00	35°31'25"	16.02	30.51	S71°23'13.0"E
17	20.00	40.62	116°21'27"	12.23	33.99	S58°10'13.5"W	34	492.84	251.92	29°17'15"	128.78	249.19	N12°16'26.0"E	45-25	50.00	36.08	41°20'50"	18.87	35.40	S32°57'05.0"E
18	20.00	20.12	57°38'13"	11.00	19.28	N31°49'16.5"E	34-1	492.84	30.00	0°29'15"	15.01	30.00	N25°30'28.0"E	45-26	50.00	76.74	87°56'32"	48.24	69.43	S31°21'00.0"E
19	20.00	18.37	52°17'00"	9.89	17.73	S32°18'30.0"E	34-2	492.84	106.92	12°25'50"	53.67	106.71	N17°25'55.0"E	45-27	50.00	233.06	26°03'44"	52.63	22.50	S57°52'00.0"E
20	50.00	248.91	28°14'01"	60.71	89.00	N00°00'00.0"E	34-3	492.84	115.00	13°22'10"	57.76	114.74	N04°38'55.0"E	45-28	50.00	29.06	33°18'07"	14.95	28.65	N59°00'49.0"E
20-1	50.00	76.23	87°20'54"	47.74	69.06	N00°56'34.0"E	34-4	20.00	39.31	11°47'19"	30.99	33.61	N59°11'48.5"E	45-29	50.00	45.05	57°33'58"	24.15	43.50	N16°34'46.0"E
20-2	50.00	76.23	87°20'54"	47.74	69.06	N00°56'34.0"E	34-5	20.00	39.31	11°47'19"	30.99	33.61	N59°11'48.5"E	45-30	50.00	51.06	7°52'11"	26.67	51.06	N44°34'46.0"E

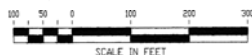
USS 2419

BLOCK	LOT	AREA (SQ. FT.)	NO DWELL. UNITS ALLOWED
7	1	6,024	SINGLE FAMILY MOBILE HOME
	2	6,458	"
	3	6,757	"
	4	6,009	"
	5	6,000	"
	6	6,000	"
	7	6,089	"
	8	6,319	"
	9	6,319	"
	10	6,978	"
	11	6,702	"
	12	6,205	"
	13	6,837	"
	14	6,983	"
	15	6,473	"
7	16	6,000	"
8	1	8,448	SINGLE
	2	8,656	DUPLEX
	3	11,350	DUPLEX
	4	10,349	DUPLEX
	5	8,891	DUPLEX
	6	9,456	DUPLEX
	7	11,641	DUPLEX
	8	9,225	SINGLE
	9	11,304	SINGLE
	10	11,757	SINGLE
	11	11,107	SINGLE
	12	10,784	SINGLE
	13	11,548	SINGLE
	14	10,979	DUPLEX
	15	10,684	DUPLEX
	16	10,526	DUPLEX
	17	10,951	DUPLEX
	18	11,828	DUPLEX
	19	9,805	DUPLEX
	20	13,462	DUPLEX
	21	10,645	DUPLEX
	22	11,054	DUPLEX
8	23	10,225	SINGLE

LEGEND

-  GLO/BLM PRIMARY BRASS CAP (RECOVERED)
-  PRIMARY MONUMENT (SET)
-  SECONDARY MONUMENT (SET)
-  SECONDARY MONUMENT (RECOVERED)
-  (R) RECORDED DATA
-  (C) COMPUTED DATA
-  (M) MEASURED DATA

PHASE I WETCOMB HTS. II SUBD.
WHITCOMB HEIGHTS SUBDIVISION
DRAINAGE PATH (PRD4/UPLAND)
DRAINAGE CULVERT
WETLANDS PER DELINEATION REPORT
BY USKH, INC., JULY 2008
(PRD4/UPLAND)



USS 2418

TRACT D-1
CASCADE CREEK SUBD. PHASE I

VICINITY MAP

SCALE 1"=1,000'

NOTES:

- 1) THE PURPOSE OF THIS PLAT IS TO VACATE PHASE I WHITCOMB HEIGHTS II SUBDIVISION, AND RECONFIGURE TRACTS A1, A12, AND A14 OF THE ORIGINAL WHITCOMB HEIGHTS SUBDIVISION, CREATING A NEW REALIGNED SECTION OF THE KRAMER AVENUE FROM THE MAINWAY AND TEN LOT RESIDENTIAL SUBDIVISION.
- 2) LOTS ADJACENT TO JACOBS CIRCLE SHALL NOT BE RESUBDIVIDED EXCEPT FOR ZERO LOT LINES.
- 3) THE R-1 ZONING (NOT R-1 PUD) SHALL APPLY TO THE PARCELS ALONG JACOBS CIRCLE.
- 4) NOTE: A TWENTY (20) FT. WIDE DRAINAGE EASEMENT CENTERED OVER NATURALLY OCCURRING DRAINAGES EXIST WITHIN PARCELS OF THIS PLAT. EASEMENTS ARE ATTACHED TO DRAINAGES WHERE LOCATED IN THE PARCEL, PATHWAY OR REDIRECTED AS PERMITTED WITHIN A PARCEL (SEE NOTE 3).
- 5) ALL PARCELS WITHIN THIS SUBDIVISION ARE IMPACTED BY NATURALLY OCCURRING OFFSITE DRAINAGE FLOW PATHS ENTERING THE PARCEL. OWNER MAY NOT DIVERT THE OFFSITE FLOWS FROM ENTERING THE PARCELS AND ARE REQUIRED TO DISCHARGE THE FLOWS AT THE SAME LOCATION AS NATURALLY OCCURRING OR INTO A PUBLIC DRAINAGE FACILITY SPECIFICALLY IDENTIFIED TO COLLECT AND DISCHARGE THE FLOWS. OWNER SHALL REDIRECT THE FLOW PATHS WITHIN THE PARCEL PROVIDED THE ENTRY AND DISCHARGE LOCATIONS ARE THE SAME AS THE EXISTING OCCURRING DRAINAGE FLOW PATHWAY.
- 6) PARCELS SHOWN ON THIS PLAT ARE SUBJECT TO THE CONDITIONS AS DESCRIBED IN THE DEPARTMENT OF PERMIT PDA-2008-1351, SITE 1351.
- 7) OWNERS OF LOTS CONTAINING WETLANDS AND WATERS OF THE UNITED STATES SHALL COMPLY WITH THE REQUIREMENTS OF THE FEDERAL ARMY CORPS OF ENGINEERS TO DETERMINE THE NEED OF A DA PERMIT FOR WORK ON THE LOT. THE CONTACT FOR THE FEDERAL ARMY CORPS OF ENGINEERS REGARDING THIS PERMIT IS THE REGIONAL SUPERSTRA, US ARMY CORPS OF ENGINEERS, P.O. BOX 16, SITKA, ALASKA 99535 (907-747-0658).
- 8) PARCELS 5 THROUGH 9 HAVE NATURALLY OCCURRING DRAINAGE FLOW PATHWAYS ENTERING THE PARCELS AT THE UPSTREAM BOUNDARY OF THE PARCEL. THE OWNER OF THE PARCEL PARCELS 5 THROUGH 9 SHALL BE REQUIRED TO ACCEPT THE FLOWS AND ARE REQUIRED TO ACCEPT THE FLOWS AND ARE REQUIRED TO DISCHARGE THE FLOWS AT THE SAME LOCATION AS NATURALLY OCCURRING. THE OWNER MAY REDIRECT THE FLOW PATHWAY WITHIN THE PARCEL PROVIDED THE ENTRY AND DISCHARGE LOCATIONS ARE THE SAME AS THE EXISTING OCCURRING DRAINAGE FLOW PATHWAY. THE REDIRECTED FLOW PATHWAY MUST HAVE A DISCHARGE LOCATION IN THE FACILITY IDENTIFIED TO COLLECT AND DISCHARGE THE FLOW. THE DISCHARGE LOCATION MUST HAVE AN EQUIVALENT SIZE, SHAPE AND SLOPE AS THE EXISTING LOCATION AND THE DISCHARGE MAY NOT BE DIVERTED TO ANOTHER LOCATION.
- 9) THE MUNICIPALITY IS A PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD.

2011-12
SITKA
DATE
12-1-2011
DATE
11:30 AM

SITKA RECORDING DISTRICT

WHITCOMB HEIGHTS III SUBDIVISION

PHASE I: WHITCOMB HEIGHTS II SUBD. AND TRACTS
A1, A12, AND THE REMAINING PORTION OF A14
OF THE WHITCOMB HEIGHTS SUBDIVISION

CLIENT: CITY AND BOROUGH OF SITKA

Page 1 of 2



DESIGNED: P. O'NEILL
DRAWN: KID/ACAD
CHECKED: PKD
DATE OF PLAT: NOV 23, 2011 • 08:56:27
SCALE: 1" = 100'
DRAWING NAME: 30014-169
PROJECT NO: 30014-169-00

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN Dist. 146, 2nd, 3rd A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

DATE 11/25/11

Patrick K. Dineen
PATRICK K. DINEEN, L.S. 62

WINTERGARD VEHICLES "A" DIVISION

WHITCOMB HEIGHTS III SUBDIVISION

_____ of _____

PHASE I WHITCOMB HEIGHTS II SUBD. AND TRACTS

A1 A12 AND THE REMAINING PORTION OF A14

OF THE WHITCOMB HEIGHTS SUBDIVISION

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CLIENT: CITY AND BOROUGH OF SITKA

CLIENT: CITY AND PARISH OF ORLÉANS

Page 1 of 2

Page 102

O'NEILL
SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
PHONE: (907) 747-6700
FAX: (907) 747-7590
EMAIL: oneillengr@aol.net

BY	DATE	REV	DESCRIPTION OF CHANGE
RECORD OF REVISIONS			

RECORD OF REVISIONS

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND RESOLVE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: 12-1-11
 NOTARY'S ACKNOWLEDGMENT
 US OF ALASKA
 STATE OF ALASKA
 CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS 1 DAY OF December IN 11, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMPELLED AND SWORN PERSONALLY APPEARING James E. O'Neill, Administrator for the City and Borough of Sitka, Alaska, known to me to be the identical individual person and who executed the within plat and he acknowledged to me that he signed the same freely and voluntarily for the uses and purposes therein specified.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.
 Notary Public in and for the State of Alaska
 MY COMMISSION EXPIRES 4-15-2015

CERTIFICATE OF PAYMENT OF TAXES

(STATE OF ALASKA)
 (FIRST JUDICIAL DISTRICT)
 I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AS ASSESSOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY AND BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CURRENTLY ON THE TAX RECORDS IN THE NAME OF City of Sitka
 AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL FOR THE YEAR 2011. I WILL BE PAID IN ON AUTOMATIC 31-2-2011
 DATED THIS 20th DAY OF November 2011, AT SITKA, ALASKA.
 Assessor, City and Borough of Sitka

CERTIFICATE OF APPROVAL BY THE BOARD

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLANNING BOARD AND THAT SAID PLAN HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. P11-05 DATED 12/1/2011 AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.
 DATE: 12/1/2011
 District Magistrate, City and Borough of Sitka

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK Page 20 DATED 12-1-2011 AND THAT THE PLAN SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.
 DATE: 12-1-2011
 City and Borough Clerk

CERTIFICATE OF PAYMENT OF LOCAL IMPROVEMENT DISTRICT

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED AS FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CURRENTLY ON THE RECORDS IN THE NAME OF City of Sitka
 (ALL OWNERS OF RECORD, AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL LIENS ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL.
 DATED THIS 20th DAY OF November 2011, AT SITKA, ALASKA.
 Finance Director, City and Borough of Sitka

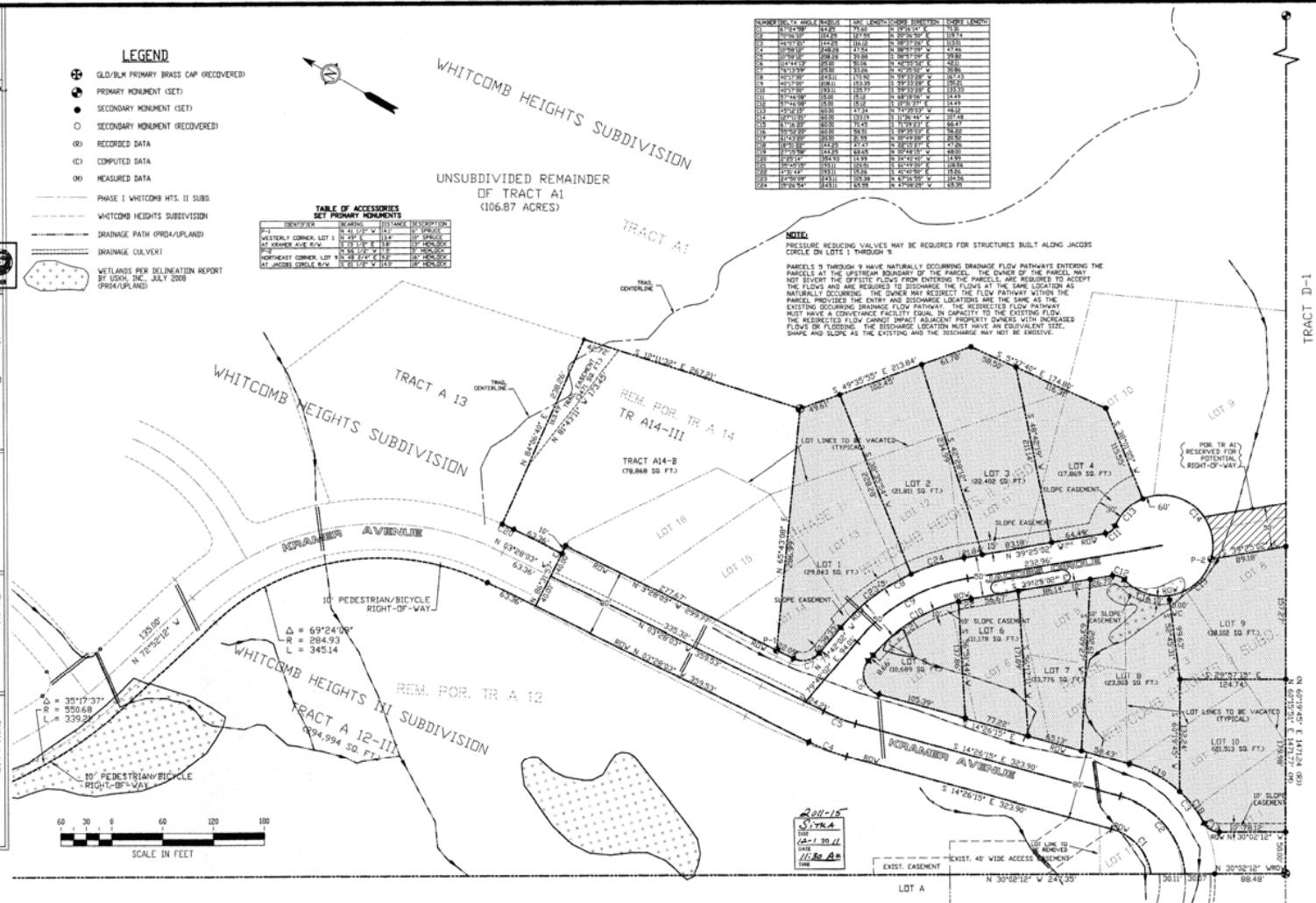


LEGEND

- GLOB/BLM PRIMARY BRASS CAP (RECOVERED)
- PRIMARY MONUMENT (SET)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA
- PHASE I WHITCOMB HTS. II SUBD.
- WHITCOMB HEIGHTS SUBDIVISION
- DRAINAGE PATH (PRD/ULAND)
- DRAINAGE CULVERT
- WETLANDS PER DELINEATION REPORT BY USNM, INC., JULY 2008 (PRD/ULAND)

TABLE OF ACCESSORIES

IDENTIFIER	BEARING	DISTANCE	DESCRIPTION
1	N 41°12'00" E	141'	10' BRASS
2	N 41°12'00" E	113'	10' BRASS
3	N 41°12'00" E	113'	10' BRASS
4	N 41°12'00" E	113'	10' BRASS
5	N 41°12'00" E	113'	10' BRASS
6	N 41°12'00" E	113'	10' BRASS
7	N 41°12'00" E	113'	10' BRASS
8	N 41°12'00" E	113'	10' BRASS
9	N 41°12'00" E	113'	10' BRASS
10	N 41°12'00" E	113'	10' BRASS



O'NEILL

SURVEYING AND ENGINEERING

BOX 1849 SITKA, ALASKA 99835
 PHONE: (907) 747-6700
 FAX: (907) 747-7590
 EMAIL: onellengr@aol.net

BY	DATE	REV	DESCRIPTION OF CHANGE

RECORD OF REVISIONS



DESIGNED BY: O'NEILL
 DRAWN BY: KAGAC
 CHECKED BY: [Signature]
 DATE OF PLATING: 02-01-11
 SCALE: 1" = 60'
 DRAWING NAME: 20014-169-00
 PROJECT NO: 30014-169-00
 DATE: 1/25/11

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN 02-01-2011, A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAN IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.
 Patrick E. O'Neill
 PATRICK E. O'NEILL, L.S. 304

WHITCOMB HEIGHTS III SUBDIVISION

PHASE I WHITCOMB HEIGHTS II SUBD. AND TRACTS A1, A12, AND THE REMAINING PORTION OF A14 OF THE WHITCOMB HEIGHTS SUBDIVISION

CLIENT: CITY AND BOROUGH OF SITKA

**PURCHASE AGREEMENT BETWEEN
CITY AND BOROUGH OF SITKA
AND SOUND DEVELOPMENT LLC**

This Purchase Agreement Between City and Borough of Sitka and Sound Development LLC ("Agreement") is made between the City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska 99835 ("CBS" or "Seller") and Sound Development LLC, PO Box 1401, Sitka, Alaska 99835 ("SDL" or "Buyer"). "Parties" refer to both the Buyer and the Seller.

OFFER AND ACCEPTANCE: CBS agrees to sell and SDL agrees to purchase the following real property (land), in fee simple together with all improvements, fixtures, and equipments, attached to or situated thereon, on the terms and subject to the conditions specified in this agreement and subject to any reservation, restriction and rights of way of record:

Parcels A, B, C & D (SDL response to Benchland Request for Proposal ("RFP") issued December 4, 2012):

- Parcel A - TR A14 - III, Whitcomb Heights III Subdivision, Plat 2011-15
- Parcel B - TRACT A 13, Whitcomb Heights Subdivision, Plat 83-17
- Parcel C - TRACT A 12-III, Whitcomb Heights III Subdivision, Plat 2011-15
- Parcel D - Block 8, Whitcomb Heights Subdivision, Plat 83-17
- Parcel D - Block 9, Whitcomb Heights Subdivision, Plat 83-17

1. **Purchase Price:** SDL agrees to pay a total purchase price of Three hundred forty-four thousand, three hundred one dollars and seventy eight cents (\$344,301.78), the money to be paid by cashier check.

2. **Possession:** Possession shall be given to buyers upon execution of this agreement.

3. **Buyer's Cost:** SDL agrees to pay the following costs:

- a. Any taxes and assessments on the property occurring after the date of this agreement;
- b. Any recording fees associated with the recording of this contract or the deed from CBS to SDL;
- c. Recording Fee; and
- d. Escrow Closing Fee.

4. **Binding On Successor:** The parties agree that the terms of this contract will apply to and bind their heirs, executors, administrators, assigns, or any successor in interest of the parties. If the buyer is more than one person, all obligations, promises, conditions, covenants and warranties are joint and several.

5. **Deed:** CBS shall convey to SDL a Warranty Deed in fee simple to the property described above upon the purchase described in paragraph one.

6. **Waiver:** Waiver by CBS of any default in the performance by SDL of any of the terms covenants, or conditions contained in this agreement, shall not be deemed a continuing

waiver of the same or any subsequent default. Any waiver of rights accruing under this agreement to the CBS or SDL shall be in writing.

7. **Notices:** Any notices which are required of this agreement, or which either CBS or SDL may serve upon the other, shall be in writing and shall be deemed served when delivered personally or when deposited in the United States mail, postage prepaid, return receipt requested addressed to SDL at P.O. Box 1401, Sitka, Alaska 99835 or addressed to CBS at 100 Lincoln Street, Sitka, AK 99835, attention Municipal Clerk.

8. **Utilities.** SDL is prohibited from selling any lots in Block 8 and 9 of Whitcomb Heights Subdivision prior to the installation of all electrical, sewer and water utilities and the acceptance of them by CBS. The Emmons and Cushing Street right of way shall also be constructed and accepted by CBS for maintenance prior to any sale. SDL may, with approval of CBS sell multiple lots, in aggregate, if a bond or any other financial guarantee is provided prior to the installation and acceptance of roads and utilities. CBS will not arbitrarily withhold acceptance of road and utilities for maintenance.

9. **Permits.** SDL accepts responsibility for complying with U.S. Army Corps of Engineers permit No. POA -2008-1351, Sitka Sound, issued May 27, 2009.

10. **Access Trail.** Parcels A and B contain a developed trail that is an access to the Sitka Cross Trail Network. The location of the trail can be relocated, as noted in the RFP of December 4, 2012 and as agreed to in the Response by Sound Development LLC, dated April 30, 2013, at the expense of SDL and with prior approval by CBS. CBS agrees to not arbitrarily withhold approval of such plan to relocate the access trail.

11. **Provision for Parcel C.** SDL commits to a work session with the Assembly prior to the submission of the conceptual subdivision plat for Parcel C to the Planning Commission.

12. **Time of Performance.** Per the RFP on December 4, 2012 and Response by SDL on April 30, 2013, development must occur in a timely manner with total build out of the project expected within 10 years from the date of purchase.

13. **Integrated Agreement:** This Agreement, in conjunction and reliance with the Proposal submitted by SDL, as signed by the parties constitutes the entire agreement between them. Any modification or alteration of this Agreement shall not be valid unless evidenced by a duly signed writing supported by consideration additional and independent from the consideration for this Agreement.

14. **No Warranties:** This property is sold "as-is" "where is" and SDL has fully inspected the property. SDL has been advised to investigate and inspect the parcels to determine regulations, restrictions and potential defects. Costs to remedy defects or comply with restrictions will be borne by SDL.

15. **Neutral Authorship of Document:** Each provision of this Agreement has been reviewed and negotiated, and represents the combined work product of both parties herein. No presumption or other rules of constructions which would interpret the provisions of this

Agreement in favor of or against the parties preparing this Agreement shall be applicable in connection with the interpretation of any provision. Both parties have had the opportunity to seek legal counsel before signing this Agreement.

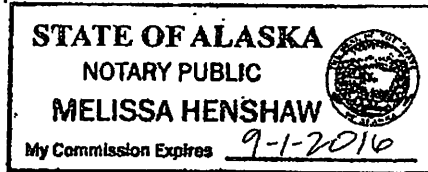
16. **Authorization:** This Agreement is entered into by CBS pursuant to authority granted by Ordinance 2013-35, passed and approved by the Assembly for the City and Borough of Sitka on the 11th day of September, 2013.

BUYERS:
SOUND DEVELOPMENT LLC.

Jeremy Twaddle
Jeremy Twaddle, Member

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

On this 11th day of September, 2013, personally appeared before me Jeremy Twaddle, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who states under oath by signing this document, he has the authority to sign this Agreement and does so freely and voluntarily.



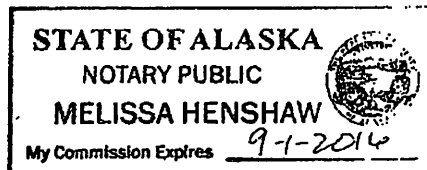
Melissa Henshaw
Notary Public for Alaska
My Commission Expires: 9/1/16

SOUND DEVELOPMENT LLC.

Todd Fleming
Todd Fleming, Member

STATE OF ALASKA)
) ss:
FIRST JUDICIAL DISTRICT)

On this 11th day of September, 2013, personally appeared before me Todd Fleming, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who states under oath by signing this document, he has the authority to sign this Agreement and does so freely and voluntarily.



Melissa Henshaw
Notary Public for Alaska
My Commission Expires: 9/1/16

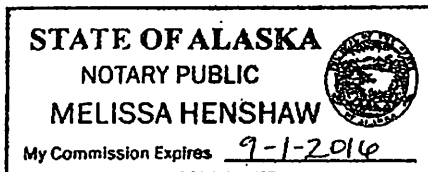
SOUND DEVELOPMENT LLC.

Brandi Fleming, Member

STATE OF ALASKA

FIRST JUDICIAL DISTRICT

On this 11th day of September, 2013, personally appeared before me Brandi Fleming, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who states under oath by signing this document, she has the authority to sign this Agreement and does so freely and voluntarily.



Melissa Henshaw
Notary Public for Alaska
My Commission Expires: 9/1/16

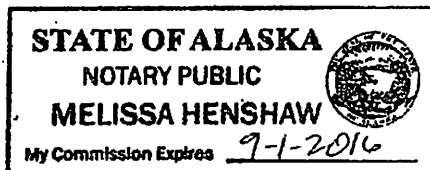
SOUND DEVELOPMENT LLC.

Diana Twaddle, Member

STATE OF ALASKA

FIRST JUDICIAL DISTRICT

On this 11th day of September, 2013, personally appeared before me Diana Twaddle, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who states under oath by signing this document, she has the authority to sign this Agreement and does so freely and voluntarily.



Melissa Henshaw
Notary Public for Alaska
My Commission Expires: 9-1-16

SELLER:

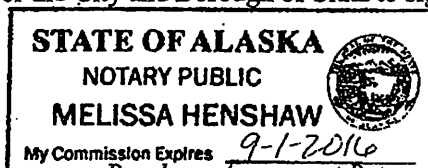
CITY AND BOROUGH OF SITKA

John P. Sweeney, III
Interim Municipal Administrator

STATE OF ALASKA

FIRST JUDICIAL DISTRICT

On this 11th day of September, 2013, personally appeared before me John P. Sweeney, III, whose identity is personally known to me or proved to me on the basis of satisfactory evidence, and who states under oath by signing this document that he has the authority as Interim Municipal Administrator for the City and Borough of Sitka to sign on its behalf, and does so freely and voluntarily.



Melissa Henshaw
Notary Public for Alaska
My Commission Expires: 9/1/16

EXHIBIT A

**FIRST AMENDMENT TO PURCHASE AGREEMENT BETWEEN
CITY AND BOROUGH OF SITKA AND SOUND DEVELOPMENT LLC**

This First Amendment to the Purchase Agreement Between City and Borough of Sitka and Sound Development LLC (this "Amendment") is made and is effective as of the date of the last signature on pp. 3-4, below, or the date on which the City and Borough of Sitka, Alaska's Assembly approves this Amendment, whichever is later (the "Effective Date"), by the City and Borough of Sitka, Alaska ("CBS"), and Sound Development LLC ("SDL"). "Parties" refers to both the CBS and SDL.

RECITALS

A. The CBS and SDL are parties to the Purchase Agreement Between City and Borough of Sitka and Sound Development LLC, entered into by the Parties on September 11, 2013 and pursuant to which Sound Development purchased four parcels of real property in the area known as the Benchlands (the "Purchase Agreement"). The four parcels are described in the Purchase Agreement and referred to therein, and in this Amendment, as Parcel A, Parcel B, Parcel C and Parcel D. On or about September 12, 2013, pursuant to the Purchase Agreement, CBS conveyed Parcels A, B, C and D to SDL.

B. The Parties to this Amendment, and certain others, also are parties to a Settlement and Release Agreement effective as of ~~August 23, 2019~~ ^{August 23, 2018} (the "Settlement Agreement"). Among other things the parties to the Settlement Agreement agreed that Sound Development transfer two lots (one in Parcel C and one in Parcel D) to CBS via Quit Claim Deeds, together with certain easements, as more fully set forth in the Settlement Agreement. The parties to the Settlement Agreement also agreed that the Parties to this Amendment would amend the Purchase Agreement to release Sound Development from the obligation set forth in paragraph 12 of the Purchase Agreement.

C. The Parties acknowledge and agree that CBS' execution of this Amendment is subject to its Assembly's formal vote and approval.

THEREFORE, in consideration of the foregoing and the following covenants, obligations, and undertakings, the sufficiency of which consideration is hereby acknowledged, the Parties mutually agree as follows:

AGREEMENT

1. **Amendment to Paragraph 12.** Subject to the terms and conditions of this Amendment, Paragraph 12 of the Purchase Agreement is deleted in its entirety. There is no replacement provision for Paragraph 12. The CBS covenants and agrees not to attempt to enforce Paragraph 12.

2. **Entire Agreement.** This Amendment constitutes the entire agreement of the Parties with respect to its subject matter, and supersedes all prior agreements, arrangements or understandings with respect to its subject matter; provided, however, that except as expressly

modified herein the Purchase Agreement shall remain unchanged and all of its provisions remain in full force and effect.

3. **Authorization.** This Amendment is entered into by CBS pursuant to authority granted by the vote taken by the Assembly for the City and Borough of Sitka on the 11th day of June, 2019.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK; SIGNATURE
PAGE TO FOLLOW.

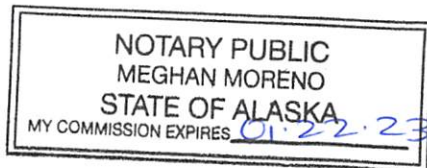
SOUND DEVELOPMENT, LLC

July 23, 2019
Date

Jeremy Twaddle
By: Jeremy Twaddle
Its: MEMBER

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 23 day of July, 2019, by Jeremy Twaddle, member for SOUND DEVELOPMENT, LLC, an Alaska limited liability company, on behalf of the limited liability company.



Meghan Moreno
Notary Public in and for the State of Alaska
My commission expires: 01-22-23

SOUND DEVELOPMENT, LLC

8-5-19
Date

Todd Fleming
By: Todd Fleming
Its: member

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

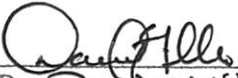
The foregoing instrument was acknowledged before me this 5th day of August, 2019, by Todd Fleming, Member/owner for SOUND DEVELOPMENT, LLC, an Alaska limited liability company, on behalf of the limited liability company.



Rachel L. Ranke
Notary Public in and for the State of Alaska
My commission expires: September 11, 2022

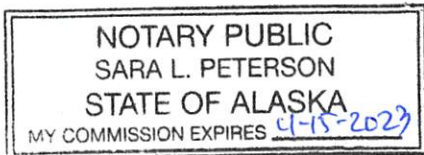
CITY AND BOROUGH OF SITKA, ALASKA


Date August 13 2019

By: 
Its: Interim Municipal Administrator

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this 13 day of August, 2019, by David E. Miller, Interim Municipal Administrator of the CITY AND BOROUGH OF SITKA, ALASKA, an Alaska home rule municipality, on behalf of the municipality.




Notary Public in and for the State of Alaska
My commission expires: 4-15-2023



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Environmental Conservation
DIVISION OF WATER
Engineering Support and Plan Review

610 University Avenue
Fairbanks, Alaska 99709
Main: 907.451.2177
Fax: 907.451.2188
www.dec.alaska.gov

June 30, 2021
Benjamin Schiller, P.E.

Plan Tracking No.: 28786
ADEC File No.: 1525.45.001

RE: West Woodbury Subd. Sanitary Sewer Extension
West Woodbury Subd. Lot 3
430 linear feet of sewer main
Approval to Construct

Greetings Mr. Schiller,

On May 20, 2021 the Alaska Department of Environmental Conservation (ADEC or Department) received a submittal requesting construction approval for the subject project located in Sitka, AK. The information was reviewed in accordance with Wastewater Disposal Regulations 18 AAC 72 and **construction approval is granted**. Enclosed is the Construction and Operation Certificate with the Approval to Construct section signed.

Project Description

The approved project includes installation of approximately 430 linear feet of 8" PVC sewer main and 3 F&I Type A Sanitary Sewer Manholes on the subject property. This sewer extension will connect with the existing collection infrastructure and be discharged into the City and Borough of Sitka's Wastewater Treatment Plant.

Approval to Operate Requirements

This construction approval includes a 90 day interim approval to operate provided that construction substantially complied with the approved design drawings. In order to receive final operational approval, please submit the following information within 60 days of the completion of this project:

1. Written request for operational approval that includes a statement regarding any changes made during construction
2. Record drawings prepared (signed and dated) by the engineer responsible for observing the construction of this project (The Department prefers drawings that are no larger than 11" x 17".)
3. Certification of Construction form complete with signatures from the Owner, Construction Contractor, and Engineer (A copy of this form may be downloaded and printed from the Department of Environmental Conservation website <http://dec.alaska.gov/water/wwdp/onsite/pdf/construction.pdf> or a copy will be provided upon request.)

If the approval to operate requirements cannot be met within 90 days of construction completion, an extension of the interim approval to operate must be requested at least 30 days in advance.

Disclaimers and Appeals Process

Approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulation. The Department's construction approval does not guarantee correctness or the functionality of the design, or waive the owner's responsibility for continued compliance with state regulations. Deviations from approved plans which affect capacity, flow, pressure, operation, compliance, or materials of major system components must be approved by this Department prior to their construction or implementation.

This approval is valid for two years from the date of this letter. If the applicant fails to construct, alter, install, or modify the system, the approval is void and plans must be resubmitted for department review and approval according to 18 AAC 72.200.

This approval is contingent upon your receipt of any other state, federal, or local authorizations which are required for your project. You are required to obtain all other necessary authorizations before proceeding with your project. This approval does not imply the granting of additional authorizations nor obligate any state, federal, or local regulatory body to grant required authorizations.

Any person who disagrees with this decision may request an adjudicatory hearing in accordance with 18 AAC 15.195- 18 AAC 15.340 or an informal review in accordance with 18 AAC 15.185. **Informal review requests** must be delivered to the Division of Water Director, 555 Cordova Street, Anchorage, AK 99501, within 20 days of this decision. **Adjudicatory hearing requests** must be delivered to the Commissioner of the Department of Environmental Conservation, PO Box 111800, Juneau, AK 99811, within 30 days of this decision. If a hearing is not requested within 30 days, the right to appeal is waived. More information on the Department's administrative appeals process can be found at <http://dec.alaska.gov/commish/review-guidance/>.

If you have questions please contact me at 907-456-5167 or by e-mail at raymond.zimmer@alaska.gov

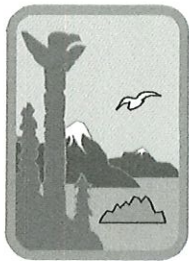
Sincerely,

Raymond Zimmer

Digitally signed by Raymond
Zimmer
Date: 2021.06.30 10:08:24 -08'00'

Raymond Zimmer
Eng. Associate

Enclosures: Construction and Operation Certificate



STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION
CONSTRUCTION AND OPERATION CERTIFICATE
FOR
DOMESTIC WASTEWATER DISPOSAL SYSTEMS



A. APPROVAL TO CONSTRUCT

Plans for the construction or modification of the West Woodbury Subd. Lot 3 domestic wastewater system, located at Sitka, Alaska, submitted in accordance with 18 AAC 72.200 through 18 AAC 72.235 by Benjamin Schiller, P.E. have been reviewed and are

☒ approved as submitted

☐ conditionally approved (see attached conditions)

Raymond

Digitally signed by Raymond

Zimmer

Date: 2021.06.30 10:12:18

Zimmer

By: Raymond Zimmer

0800

Engineering Associate I

(Title)

6/30/2021

(Date of Approval)

If applicant fails to construct, alter, install, or modify the system within two years of the date of approval to construct, approval is void, and plans must be resubmitted for Department review and approval.

B. APPROVED CHANGE ORDERS

Change (contract order number or descriptive reference)

(Reviewing Engineer)

(Title)

(Date of Approval)

C. APPROVAL TO OPERATE

The "Interim Approval to Operate" or "Final Approval to Operate" section must be completed and signed by the Department to continue to use this system beyond 90 days following the construction completion date.

Interim Approval to Operate:

The construction of the above referenced domestic wastewater disposal system was completed on _____. The system is hereby granted an extension of the **INTERIM APPROVAL TO OPERATE** until _____ date. It is illegal to operate the domestic wastewater disposal system beyond this date without **Final Approval to Operate** from the Department.

(Reviewing Engineer)

(Title)

(Date of Approval)

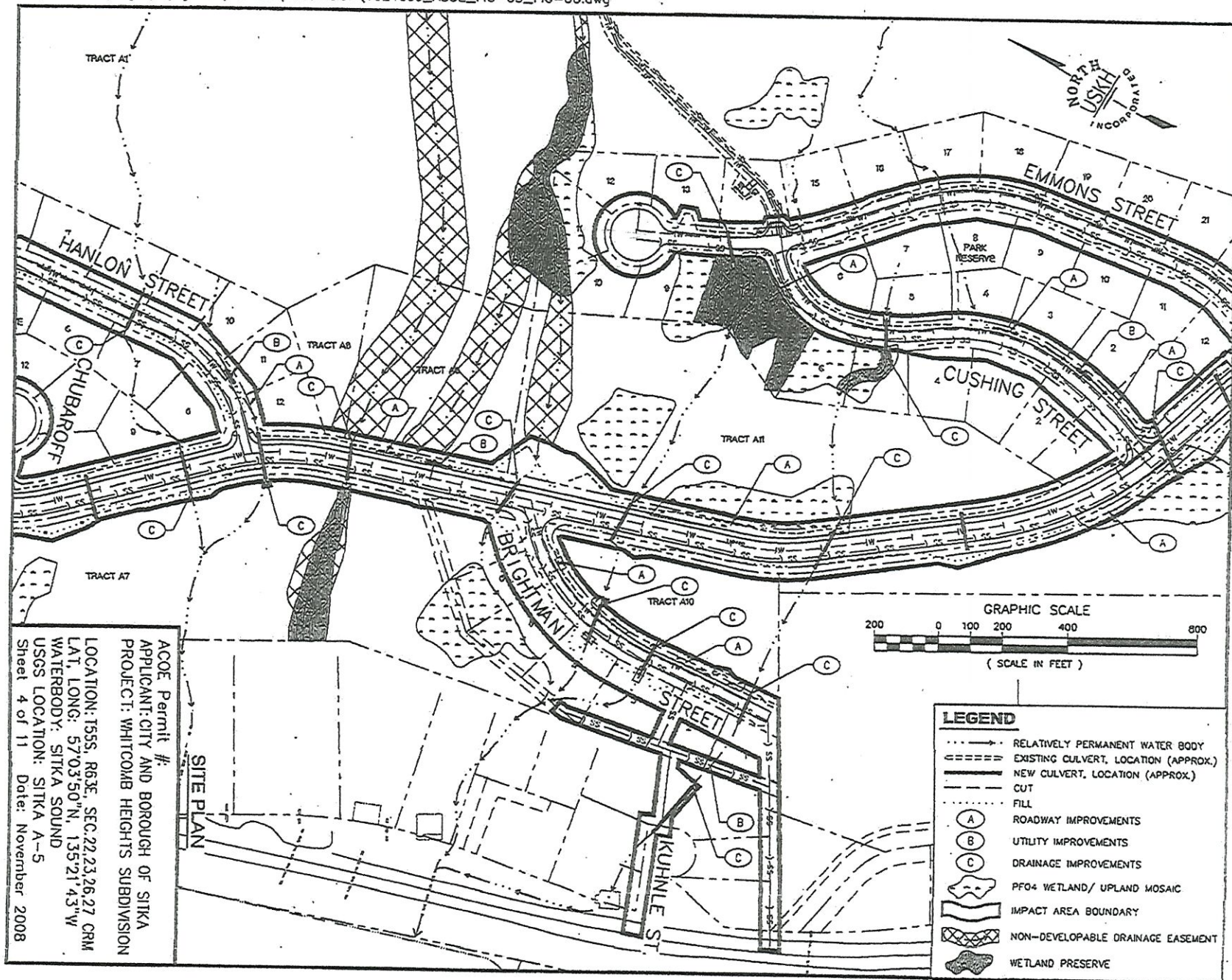
Final Approval to Operate:

Record drawings and other documents submitted to the Department, or an inspection by the Department, has confirmed that the domestic wastewater disposal system was constructed in substantial conformance with the approved plans. The system is hereby granted **FINAL APPROVAL TO OPERATE**.

(Reviewing Engineer)

(Title)

(Date of Approval)



Parcel C Major Sub.

CERTIFICATE OF OWNERSHIP AND REDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND SEVERATE ALL STREETS, ALLEYS, EASEMENTS, RIGHTS AND OTHER SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: _____
AILEEN S. NELSON

NOTARY'S ACKNOWLEDGMENT

U.S. OF AMERICA
STATE OF ALASKA
CITY AND BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND EXPIRING _____, PERSONALLY APPEARED _____ TO ME KNOWN TO BE THE IDENTICAL INDIVIDUALS NAMED AND WHO DECLARED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST MENTIONED.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES: _____

CERTIFICATE STATE OF ALASKA (FIRST JUDICIAL DISTRICT)

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND AN ACTING RECORDER FOR THE CITY AND BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE 145 RECORDS OF THE CITY AND BOROUGH OF SITKA, IN THE NAME OF _____

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS ARE PAID IN FULL. THAT CURRENT TAXES FOR THE YEAR _____ WILL BE DUE ON OR BEFORE AUGUST 15, 20____. DATED THIS _____ DAY OF _____.

RECORDING CITY AND BOROUGH OF SITKA

CERTIFICATE OF APPROVAL BY THE PLANNING COMMISSION

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED BY THE COMMISSION BY PLAT RESOLUTION NO. _____ DATED _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT JUDICIAL CLERK, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: _____
TODD BROWN, PLANNING COMMISSION
SECRETARY

CERTIFICATE OF APPROVAL BY THE ASSEMBLY

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA ASSEMBLY AS REQUIRED IN MINUTE BOOK _____ PAGE _____, DATED _____, 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT CLERK, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE: _____
TODD BROWN, CITY AND BOROUGH OF SITKA
CITY CLERK

LEGEND

● OLD BRASS CAP MONUMENT RECOVERED
● MONUMENT RECOVERED
● HEIR AND ALUMINUM CAP SET THIS SURVEY

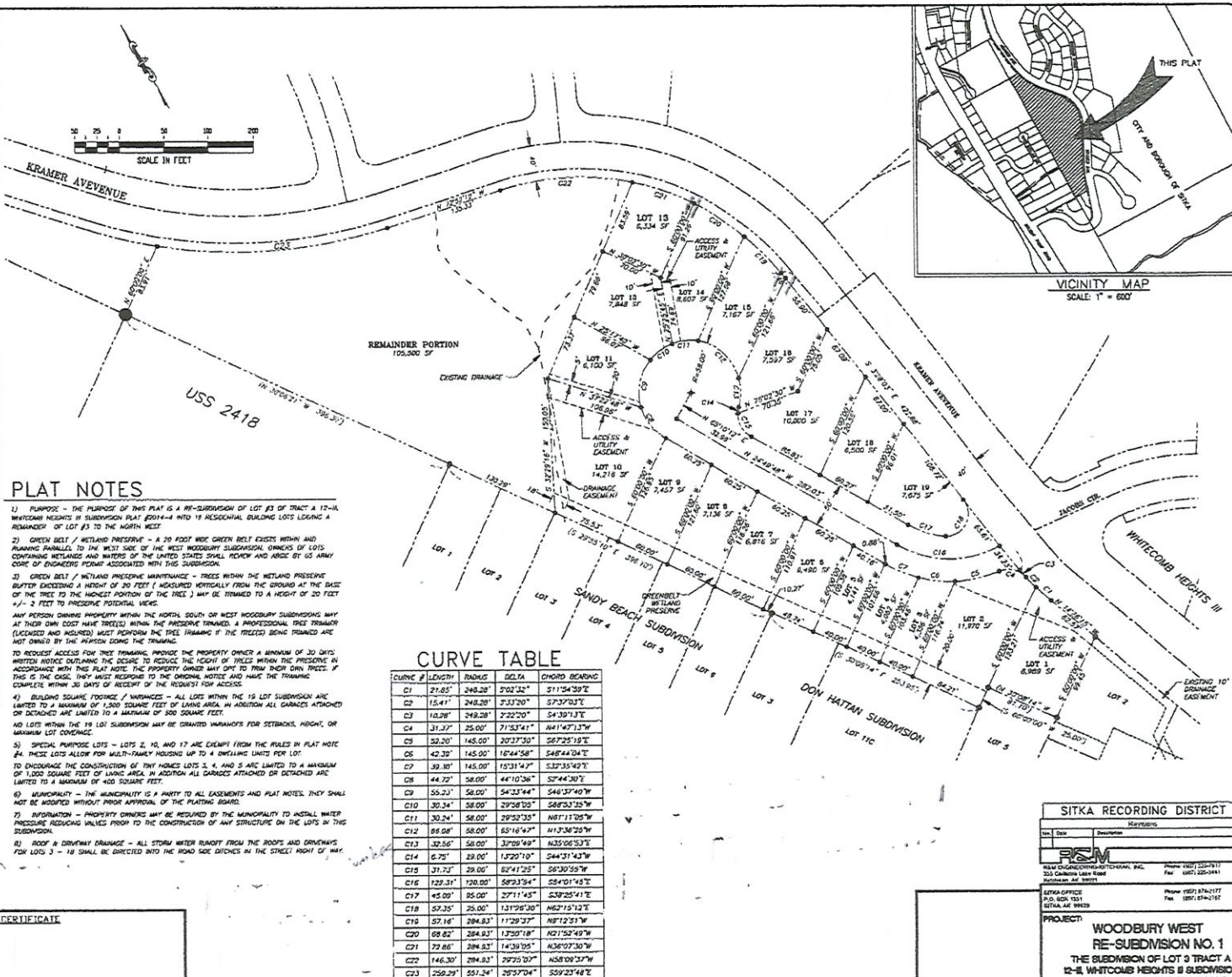
(S 21°20'45" E 208.71) EXISTING DATA OF RECORD
S 21°21'24" E 208.67 DATA MEASURED OR CALCULATED

CLIENT: SOUND DEVELOPMENT, LLC
PO BOX 1401
SITKA, ALASKA 99929

DRAWN BY: TC
CHECKED BY: JSS
DATE PLATTED: _____
DATE SURVEYED: _____
SCALE: 1"=50'
SURVEYOR: GREGORY C. SCHWY
PROJ. NO. 102232

SURVEYOR'S CERTIFICATE

144



PLAT NOTES

- 1) PURPOSE - The purpose of this plat is a re-subdivision of Lot #3 of Tract A-12-A, Whitecomb Heights III Subdivision, Plat #2014-4-4 into 19 residential building lots, leaving a remainder of Lot #3 to the north west.
- 2) GREEN BELT / WETLAND PRESERVE - A 20 FOOT WIDE GREEN BELT EXISTS WITHIN AND PLANNING PARALLEL TO THE WEST SIDE OF THE WEST WOODBURY SUBDIVISION. OWNERS OF LOTS CONTAINING WETLANDS AND WATERS OF THE UNITED STATES SHALL REMAIN AND AVOID BY US ARMY CORPS OF ENGINEERS PERMIT ASSOCIATED WITH THIS SUBDIVISION.
- 3) GREEN BELT / WETLAND PRESERVE MAINTENANCE - TREES WITHIN THE WETLAND PRESERVE BUFFER EXCEEDING A HEIGHT OF 20 FEET / MEASURED VERTICALLY FROM THE GROUND AT THE BASE OF THE TREE TO THE HIGHEST PORTION OF THE TREE / MAY BE TRIMMED TO A HEIGHT OF 20 FEET +/- 2 FEET TO PRESERVE POTENTIAL VIEWS.
ANY PERSON OWNING PROPERTY WITHIN THE NORTH, SOUTH OR WEST WOODBURY SUBDIVISIONS MAY AT THEIR OWN COST HAVE TREES WITHIN THE PRESERVE TRIMMED. A PROFESSIONAL TREE TRIMMER (LICENSED AND INSURED) MUST PERFORM THE TREE TRIMMING IF THE TREES BEING TRIMMED ARE NOT OWNED BY THE PERSON OWNING THE PROPERTY. THE PROPERTY OWNER A MINIMUM OF 30 DAYS WRITTEN NOTICE OUTLINING THE DESIRE TO REDUCE THE HEIGHT OF TREES WITHIN THE PRESERVE IN ACCORDANCE WITH THIS PLAT NOTE. THE PROPERTY OWNER MAY OPT TO TRIM THEIR OWN TREES IF THIS IS THE CASE. THEY MUST REPORT TO THE OWNERS NOTICE AND HAVE THE TRIMMING COMPLETE WITHIN 30 DAYS OF RECEIPT OF THE REQUEST FOR ACCESS.
- 4) BUILDING SQUARE FOOTAGE / VARIANCES - ALL LOTS WITHIN THE 19 LOT SUBDIVISION ARE LIMITED TO A MAXIMUM OF 1,500 SQUARE FEET OF LIVING AREA. IN ADDITION ALL GARAGES ATTACHED OR DETACHED ARE LIMITED TO A MAXIMUM OF 500 SQUARE FEET.
NO LOTS WITHIN THE 19 LOT SUBDIVISION MAY BE GRANTED VARIANCES FOR SETBACKS, HEIGHT, OR MAXIMUM LOT COVERAGE.
- 5) SPECIAL PURPOSE LOTS - LOTS 2, 10, AND 17 ARE EXEMPT FROM THE RULES IN PLAT NOTE #4. THESE LOTS ALLOW FOR MULTI-FAMILY HOUSING UP TO 4 DWELLING UNITS PER LOT.
TO ENCOURAGE THE CONSTRUCTION OF TOWN HOMES LOTS 3, 4, AND 5 ARE LIMITED TO A MAXIMUM OF 1,000 SQUARE FEET OF LIVING AREA. IN ADDITION ALL GARAGES ATTACHED OR DETACHED ARE LIMITED TO A MAXIMUM OF 400 SQUARE FEET.
- 6) MUNICIPALITY - THE MUNICIPALITY IS A PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE ADDED WITHOUT PRIOR APPROVAL OF THE PLATTING BOARD.
- 7) IMPROVEMENT - PROPERTY OWNERS MAY BE REQUIRED BY THE MUNICIPALITY TO INSTALL WATER PRESSURE REDUCING VALVES PRIOR TO THE CONSTRUCTION OF ANY STRUCTURE ON THE LOTS IN THIS SUBDIVISION.
- 8) ROAD & DRAINAGE - ALL STORM WATER RUNOFF FROM THE ROADS AND DRIVEWAYS FOR LOTS 3 - 17 SHALL BE DIRECTED INTO THE ROAD SIDE DITCHES IN THE STREET FRONT OF WAY.

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD BEARING
C1	21.85'	248.28'	5°02'32"	S11°54'39"E
C2	15.41'	248.28'	3°33'20"	S7°37'03"E
C3	10.28'	248.28'	2°22'20"	S4°30'13"E
C4	31.37'	25.00'	71°33'41"	N41°47'13"W
C5	32.20'	145.00'	20°37'33"	S6°25'18"E
C6	42.32'	145.00'	16°44'58"	S48°44'04"E
C7	39.80'	145.00'	15°31'47"	S32°35'49"E
C8	44.72'	58.00'	44°10'38"	S2°44'30"E
C9	50.27'	58.00'	54°23'44"	S46°37'40"W
C10	30.34'	58.00'	29°38'02"	S48°53'25"W
C11	30.24'	58.00'	29°52'33"	N67°11'05"E
C12	66.08'	58.00'	63°16'47"	N13°36'25"E
C13	30.56'	58.00'	37°05'49"	N25°08'53"E
C14	6.75'	29.00'	1°20'10"	S44°31'43"W
C15	37.72'	59.00'	62°41'25"	S40°30'56"W
C16	129.31'	128.00'	60°03'34"	S5°01'14"E
C17	45.00'	26.00'	37°11'43"	S38°25'41"E
C18	57.30'	25.00'	131°08'30"	N62°13'12"E
C19	57.16'	294.63'	11°29'33"	N67°12'31"W
C20	68.82'	294.63'	12°50'18"	N21°52'49"W
C21	72.66'	294.63'	14°38'05"	N36°07'30"W
C22	146.30'	294.63'	29°23'20"	N58°08'37"W
C23	258.29'	551.34'	26°57'04"	S59°22'48"E

SITKA RECORDING DISTRICT

RECORDS

DATE: _____

DESCRIPTION: _____

RECORDING DISTRICT: _____

RECORDING DISTRICT: _____

RECORDING DISTRICT: _____

RECORDING DISTRICT: _____

RECORDING DISTRICT: _____

RECORDING DISTRICT: _____

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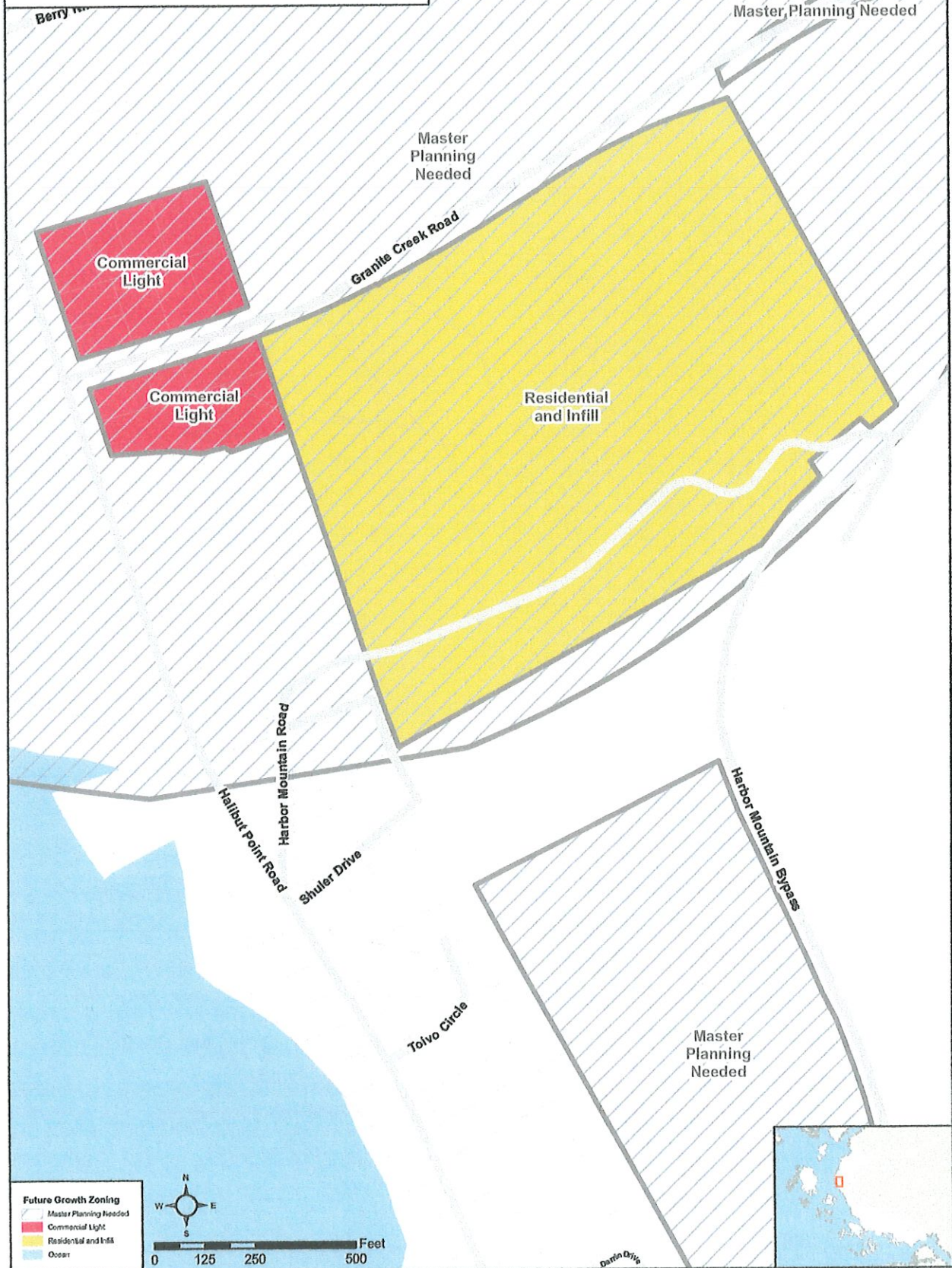
RECORDING DISTRICT: _____

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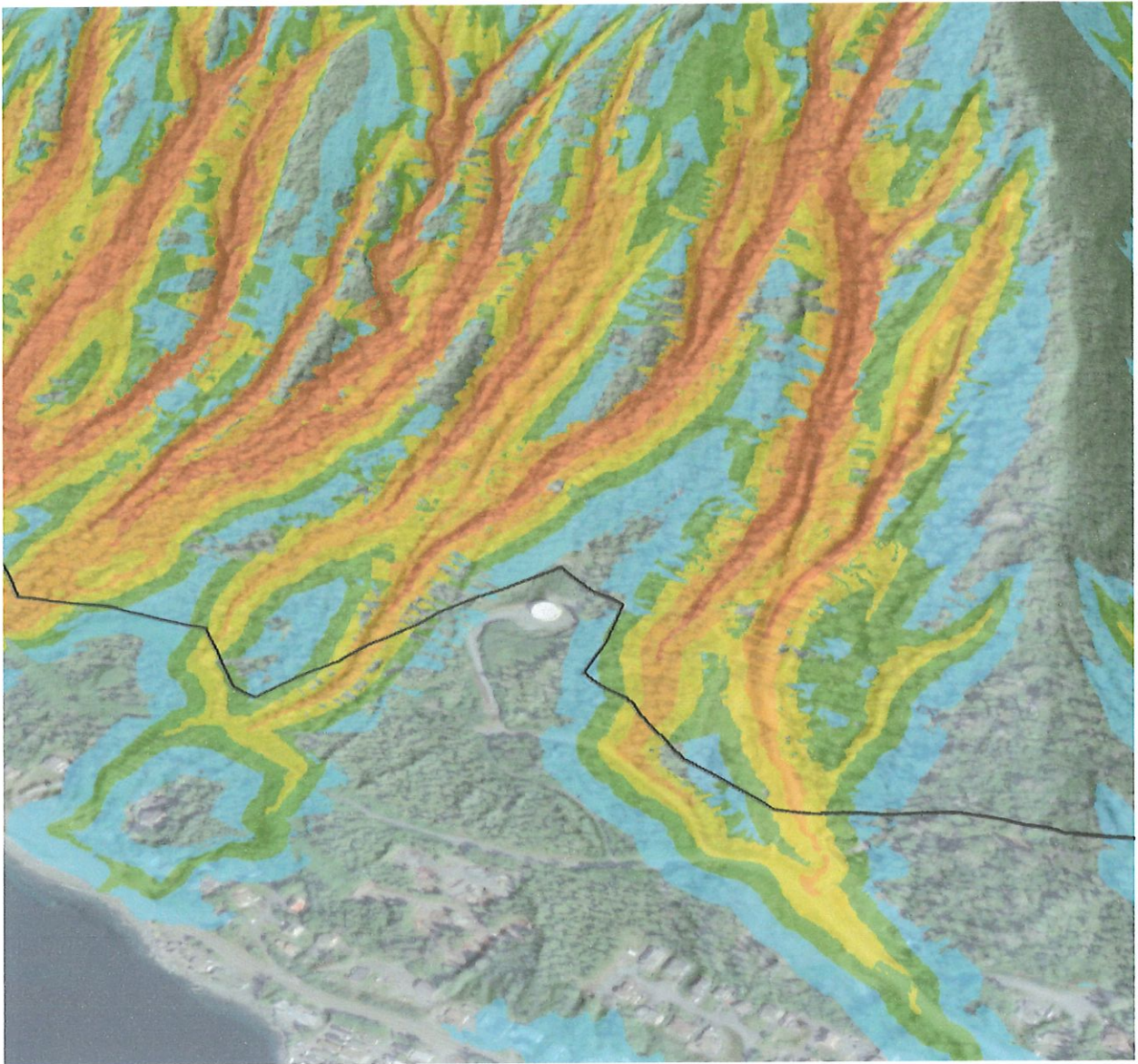
Future Growth Map

Old Harbor Mountain Road

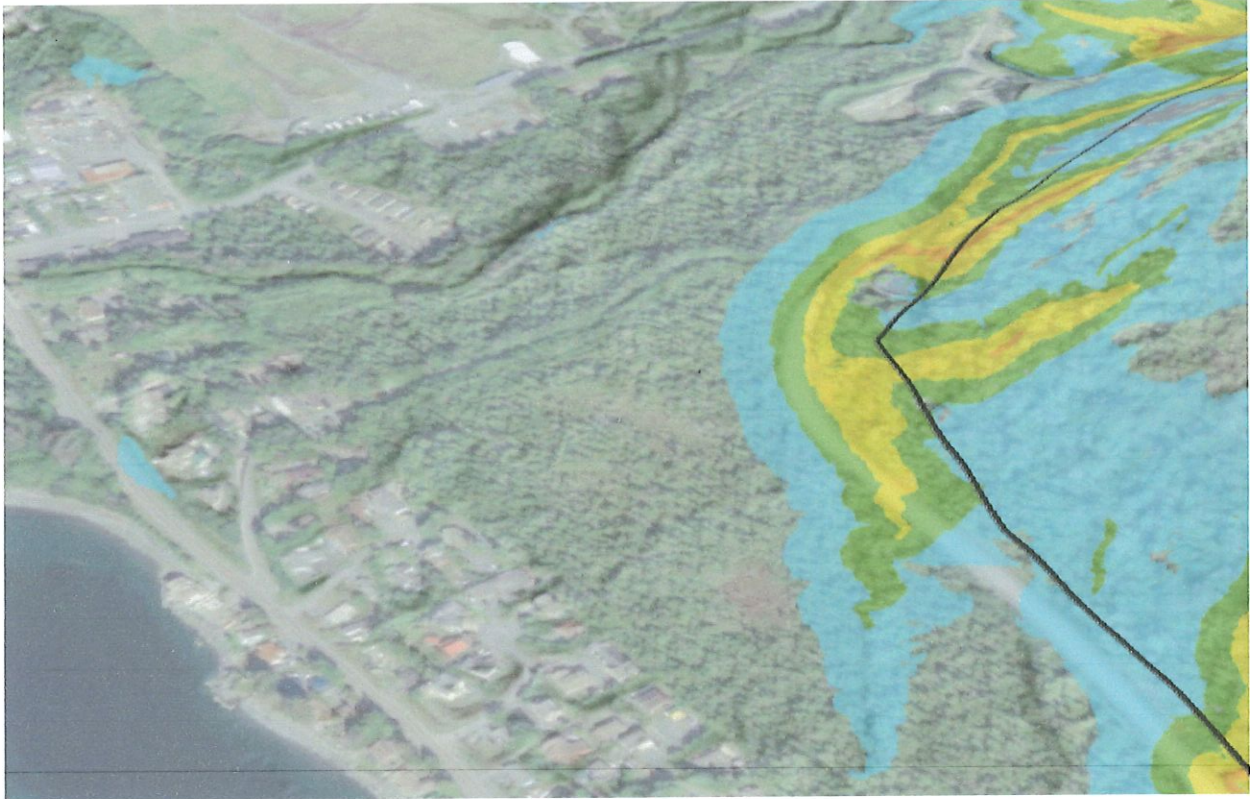
Between Granite Creek and Harbor Mountain Road there is a bypass road near the USFS parking lot that provides access to over 10 acres of undeveloped CBS land. This area could support a variety of uses, such as residential and agriculture, and it could also act like buffering between different uses if the area or adjacent areas were developed for more intense uses such as industrial or commercial.



Terrain Works landslide susceptibility mapping.



Parcels C and D Benchland sites.



Proposed old Harbor Mountain road Development site.

LINK:

<https://terrain-works.maps.arcgis.com/apps/Cascade/index.html?appid=679cadeb7c304edc8fc121d125e95871>



October 12, 2020

NGE-TFT Project # 4349-16

Andrew Friske
210 Kramer Ave
Sitka, Alaska 99835

RE: EVALUATION OF KRAMER LANDSLIDE RECURRENCE INTERVAL IN SITKA, ALASKA.

Andrew,

We (Northern Geotechnical Engineering, Inc. *d.b.a.* Terra Firma Testing) have completed our evaluation of the landslide recurrence interval for the Kramer Avenue Landslide (hereafter referred to as the Kramer Landslide) in Sitka, Alaska that occurred on August 18, 2015.

Shannon and Wilson, Inc. (SWI) conducted an overview study of the Kramer Landslide, evaluating the debris flow impacting several residential lots along Kramer Avenue and resulted in the loss of three lives (See Figure 1 for debris path and location). SWI's study of the landslide is titled *South Kramer Avenue Landslide: Jacobs Circle to Emmons Street, Sitka, Alaska*, dated February 2, 2016. SWI's report separated their study area into three hazard zones (high, medium, and low). SWI's hazard zones were based on computer modeling, field reconnaissance, assessment of LiDAR hill shades, and professional judgement. Based on our field reconnaissance, assessment of LiDAR hill shades and our professional judgement, we believe that SWI very well defined the hazard zones associated with potential landslides in the same area. The North Tributary is in SWI's landslide high hazard zone.

The purpose of this study is to determine an estimated risk (recurrence interval) associated with the high hazard zone areas delineated in the SWI report and propose mitigation to alter the high zone area. Our report does not calculate a well-defined recurrence interval as we feel the data available and a scientific understanding of the landslide mechanism from which a determination could be made does not exist.

1.0 Introduction

The purpose of this study was to compare the estimated recurrence interval of the Kramer Landslide to the potential landslide area in the tributary immediately north of the Kramer

Landslide (hereafter referred to as the North Tributary). The information that we believe is missing and will never be available for evaluation of the Kramer landslide in order to expand upon and further define the recurrence interval of the landslide is the orographic effect to precipitation, microburst potential, and the variation of precipitation at the top of the ridge that appears to be the event that induced the slide.

Orographic concentration of precipitation is influenced by numerous factors, including slope inclination of the terrain, slope orientation, and static equilibrium of the atmosphere in the region. (Figure 2). Orographic effect occurs when the prevailing winds absorb moisture (in this case most likely from the ocean) and drive the moist air up the mountain where the temperature is significantly cooler. The colder air then causes the condensation of the moisture which leads to precipitation that occurs predominately on the ocean side of the mountain range. This is supported by the locations of the landslides that occurred throughout Sitka as all of them occurred on the ocean side.

A microburst is a localized column of sinking air (downdraft) within a storm and is usually less than 2.5 miles in diameter. Microbursts start with the water droplets/hailstones being suspended within the updraft and are followed by cooling (sinking air) and therefore weakening of the updraft. Afterwards the updraft is no longer capable of holding the large core of rain/hail up and results in the core plummeting to the ground. As it hits the ground it spreads out in all directions. The location in which the microburst first hits the ground experiences the highest winds and greatest damage. (See Figure 3) Microbursts can cause extensive damage at the surface, and in some instances, can be life-threatening. We believe a microburst may have contributed to the Kramer landslide and could be a possible explanation as to why the North Tributary that has such similar characteristics did not trigger during the Kramer slide.

Given the number of factors and limited ability to account for them we established a baseline preliminary recurrence interval for the North Tributary with the currently available information which is expected produce a mud/debris flow in the North Tributary similar to the Kramer Landslide based on the rainfall data closest to the slide location.

Our Efforts include:

1. study of the rainfall event and history that is believed to be the primary contributing factor that ultimately caused the Kramer Landslide
2. exploration of the soils within the North Tributary feature that would be the source of the debris
3. an evaluation of information needed to accurately define the recurrence interval of a mud/debris flow event, sourcing from the North Tributary

4. risk assessment evaluation
5. possible landslide return intervals; and
6. potential mitigation measures.

1.1 Risk

Risk can never be eliminated from any engineered system. Multiple risk assessment measures were evaluated including the International Building Code/International Residential Code (IBC/IRC) residential structural design probabilities, Federal Emergency Management Agency (FEMA) flood design events, and American Society of Civil Engineers (ASCE) seismic design categories. The International Building Code/International Residential Code (IBC/IRC) is currently based on a 2% of an event occurring in a 50-year period. The structural aspects of the code have reduction factors, depending upon the importance of the facility. For residential structures, the reduction factors increase the risk. The factors increase the probability to about a 5% of an event occurring within a 50-year period (which was the probability in older versions of the code). This equates to a recurrence interval of about 475 years.

To account for weather and natural phenomenon related events, the FEMA design events classifications were considered. For FEMA classification of individual facilities (bridges, dams, flood plains, etc) are typically designed to 100-year, 500-year, or some other site-specific recurrence interval, depending upon its importance and potential risk for public use. By combining both the FEMA design events for a rare event and the IBC acceptable risk for recurrence we believe a recurrence interval of 500 years would be appropriate to use for the landslide event.

1.2 Potential Contributing Factors

Interpretation of future landslide recurrence intervals requires an understanding of the surrounding conditions and the processes driving the initiation of a landslide event. The components necessary to assess landslide risk in the project area include the following: past history, slope steepness, bedrock depths, and total precipitation, including orographic and microburst effects. Indications that can be used to measure these factors are usually obtained indirectly by looking at vegetation, slope orientation, runout zones, historical weather data, or precipitation zones. Further analysis of these factors is discussed below in section 2.

2.0 Analysis of Risk Factors

2.1 Sitka Rainfall

The southeast coast of Alaska provides a significant storm barrier on the northeastern Pacific Ocean boundary. As such, precipitation is frequent and sometime quite intense. A majority of the precipitation occurs during the winter months. Due to the rapid elevation changes on the coast, many times the winter precipitation consists of rain at sea-level and snow at the higher elevations with greater precipitation at higher elevations.

When moist air is forced to raise in elevation (e.g. mountain side), the temperature of the air can be lowered to the point of condensation and precipitation; this precipitation is called orographic precipitation. This effect causes the intensity and volume of precipitant to be highly variable over short distances, both vertically and laterally. Additionally, the high intensity areas are not consistent between events.

With the orographic effects and snow precipitation in the winter, the potential impact within a potential landslide zone and risk of heavy precipitation in the summer is different than the winter. To evaluate the Kramer Landslide precipitation in terms of a recurrence interval we compared the precipitation records prior to the Kramer Landslide to historic data, both during the same calendar interval and to the annual data.

National Oceanic and Atmospheric Administration (NOAA) presents precipitation frequency data for two weather stations located in Sitka. One weather station (Sitka Japonski AP) is located on Japonski Island at the airport and the second weather station (Sitka Magnetic OBSY) is located on Harbor Drive in Sitka, Alaska. Precipitation frequency data that we present in this report is from the Sitka Magnetic OBSY Station as it is the most inland of the two either stations. See Figure 1 for the location map.

2.1.1 2015 Rainfall

We present the average and 2015 precipitation depth along with the largest rainfall in 24 hours for each month in Table 1 of this report (Weatherunderground, 2019). The rainfall for 45 days prior to the Kramer Landslide was 13.0 inches with a large rainfall event of 0.99 inches in a 24-hour period; 3 days prior to the Kramer Landslide. This heavy rainfall is attributed to the cause of the Kramer Landslide, however what is not known is the actual the rainfall quantity at the head of Kramer Landslide as the Sitka is collected approximately 2.5 miles and over 1300 feet lower in elevation from the head of Kramer Landslide. We currently do not have any actual precipitation data at the head of the Kramer Landslide.

Table 1: Precipitaion Data from Sitka Magnetic OBSY Weather Station

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
AVERAGE PRECIPITATION (IN)	8.39	6.50	6.14	4.33	4.21	2.87	4.13	6.85	11.73	12.95	9.76	8.86
2015 PRECIPITATION (IN)	14.28	5.49	7.73	9.8	0.34	4.5	10.63	12.78	17.17	10.59	15.14	N/A ²
2015 LARGEST 24-HR PRECIPITATION (IN)	3.50	2.16	1.43	2.02	0.19	0.87	1.62	2.66 2.56 ¹	4.37	1.06	1.86	N/A ²

*NOTES:

1: Value from August 1, 2015 to August 15, 2015

2: Data was not available.

3: Data from weatherundergourd, 2019

The recurrence interval charts from NOAA Precipitation Frequency Estimates (NOAA, 2017) were reduced to 25% to account for the yearly average amount of rain occurring during this time period and the June 15 through August 15 precipitation was plotted on Figure 4. As shown on Figure 4, the 60 days prior to the Kramer Landslide had a precipitation level with a recurrence interval of about 500 years. Similarly, for the 45 days prior to the Kramer Landslide, the recurrence interval was about 800 years, and for the 30 days prior to the Kramer Landslide, the recurrence interval was about 1000 years.

2.1.2 30-Year Rainfall Analysis

The rainfall data prior to the Kramer Landslide indicates a prolonged period of greater than normal rainfall. For the 30-year data set available to us, July 2015 had the most rain recorded in July and August 2015 was the second highest rainfall for that month (August 2014 recorded 0.67 inches more than August 2015). Combining July and August; 2015 recorded the highest rainfall for the 2-month period. For approximately 75 days prior to the Kramer Landslide, the precipitation average more than twice the normal precipitation. Longer term, the cumulative precipitation for 2015 compared to normal is plotted on Figure 4. From January 1 until the Kramer Landslide, the cumulative precipitation averaged 50% above normal. Excluding January; 2015 was 33% above normal for the 6.5 months.

2.1.3 Regional Data

In addition to these data sets, an attempt was made to correlate regional data using a modified regression analysis. Truncation of rainfall events occurring more often than 10 times in one year

were analyzed using logarithmic, exponential, polynomial, and power best fit lines with the optimal fit for the data being the regression analysis similar to the one used by NOAA. This led to trend lines much more realistic for the 100 to 1000-year events but still showed the events leading up to the landslide as not particularly rare. These correlate fairly close to the data provided by NOAA 24-hour graphs used (without the reduction factor).

The seasonal range of precipitation were used to further refine the data the with the assumption that the snow/frozen ground conditions would not contribute to the slide. A defined start and end date of the useable precipitation year by the seasonal freeze probabilities is given by the western region climate center with a 90% probability.

In order to properly evaluate the saturation potential of the mountain side the rate at which an atmospheric variable (normal temperature in Earth's atmosphere) falls with altitude or "lapse rate" should be considered. The correlation of lapse rate is important due to the relative location of the weather station data to the elevation of the landslide data. The elevation at the top of the slide according to the USGS TNM elevation data (longitude -135.360622, Latitude 57.082044) is given to be 1339 feet. The elevation datum for the Sitka Airport station used is 70 feet according to the station metadata at the western region climate center. As the slide was on the windward side of the mountain an annual lapse rate of 4.55 C/km (8.27 F/1000ft) was used. This corresponds with the lapse rates found in a similar study done in the Cascade Mountains.

The approximate elevation difference of 1300' between the weather station and near the top of the Kramer slide yields an average temperature difference of approximately 8 degrees. Using this 8-degree temperature difference between the station and slide area, the 90% spring 'Freeze' probability was moved from May 23rd to June 17th and the 90% fall 'Freeze probability' was moved from November 1st to September 24th. Only rainfall data between these two dates were considered in the probability analysis as the landslide would most likely not occur under freezing conditions.

Using the above-mentioned date range, the rainfall event that caused the landslide does not appear to be a particularly unusual event in the region. This is clearly contradicted by the evidence of 200+ year old tree growth in the Kramer Landslide and further leads to the conclusion that the orographic effects and potential microburst conditions at the top of the mountain were significantly greater than those shown at any of the local weather stations.

2.1.4 Orographic Microbursts

Due to the nature of the surrounding topography of the Sitka area we believe that orographic and microbursts may have contributed to several of the slides in the area. An analysis of the wind

data from the day of the Kramer landslide shows that the wind during that day was above average but not unusually high. The above-average wind further adds to the possibility that orographic microbursts many have contributed to triggering the slide.

2.2 Kramer Landslide Debris

The North Tributary, which is currently intact has a similar length and height as the Kramer Landslide area. The North Tributary is wider, not as deep and does not have as well of a well-defined bottom channel compared to the Kramer landside. A total of 10 test probes were advanced in three cross-sections in the North Tributary. We present the approximate locations of the probe sections in Figure 5 of this report and the cross sections in Figure 6 of this report. From the test probes we believe the soil depths in the North Tributary are less than the Kramer Landslide

2.2.1 Soil/Bedrock Depths

At this time, we feel that the soils data obtained in the North Tributary indicates both similarities and differences which we are not able to resolve. In general, we do not see obvious differences that would lead us to believe that a debris flow from the North Tributary would be significantly larger than that of the Kramer Landslide, and some of the data indicates the volume of debris would be less, especially considering that there will be little to no contribution to the volume from the area below the confluence of the two gullies.

Both the Kramer Landslide and the North Tributary are natural depressions in the mountainside topography. This suggests that debris flows may have occurred in both locations prehistorically or could be due to erosion only. We did not consider the potential of previous slide activity in our evaluation.

In addition to attempting to correlate the local weather station rainfall frequency data with the land slide recurrence frequency another approach was taken to possibly determine the landslide recurrence frequency interval. Using the data available from the Shannon and Wilson Report a general profile of the soil was created. The profile created consisted of a layer of organics with an average thickness as determined by the bole logs done in January of 2019. Next would be a layer of silty sand with trace clay from ash fallout, followed by a layer of till and then weathered bedrock.

Using this profile and an average void space of 18% as determined by a dry bulk density of 135 lbs/ft² and an assumed specific gravity of 2.65. With an average depth of soil in the gully estimated to be 8 feet, and a saturation level of 75%, only about 4.5 inches of rain would be

needed to completely saturate the soil, which is plausible. More testing would be needed to determine the percolation and absorption rates of the soils to determine how much moisture is retained from the previous days during multi-day heavy rainfall events and to estimate the potential for over-saturation.

2.2.2 Vegetation Observation

Following a landslide event there will be a recovery time before trees will begin to regrow. This recovery time is estimated to be 100 to 200 years. It was also noted that the trees in the Kramer Landslide debris were approximately 200 years of age. Given that the previous landslide area has a 100 to 200-year recovery time and approximately 200-year-old trees re-vegetate the landslide suggest the recurrence interval for the Kramer Landslide event is at least 300 to 400 years.

2.3 Historical Data

With a precipitation recurrence interval of about 1000 years, and a vegetation recovery interval in the order of 400 years, the precipitation recurrence interval governs. A landslide did not occur in the North Tributary when the Kramer Landslide occurred. Both the Kramer Landslide and North Tributary would be subject to the same precipitation data, but not necessarily subject to the same orographic or microburst effects. If the orographic effect area is small only impacting one potential landslide area, then there would be a recurrence interval for the orographic effect to be in the correct place. This recurrence would be in addition to the precipitation recurrence interval.

3.0 Conclusions

Following the Kramer landslide, the City of Sitka enacted an ordinance that is intended to minimize the risk in the event of a future landslide that impacts developed areas. In part, the ordinance reads:

20.01.030

D. The restricted landslide area designation may be removed from a lot or a portion of a lot if the owner(s) submits to the city a geotechnical evaluation which demonstrates to the satisfaction of the municipal administrator that such property is not subject to a moderate or high risk from landslide or other significant movement.

Given that there is no definition of what constitutes moderate or high risk, the conclusions presented below provide insight as to what the return interval other hazards define regarding risk levels.

Given the variations in the physical configuration of the topography, isolated concentrated precipitations, wind driven orographic/microbursts, and soil conditions overlaying the bedrock, a repeatable accurate risk analysis contains too many variables to produce definitive results. Considering this variability, the following risk assessment chart and discussion is based primarily on engineering judgement founded on the risk factors discussed and existing code requirements.

		Design Event		
		Seismic	Flood	Wind
Magnitude of Design Event / Associated Risk	Very Large Event/ Very Low Risk	2475 Years	Determined on site specific basis	125 Years
	Large Event/ Low Risk	475 Years	Determined on site specific basis	100 Years
	Medium Event / Medium Risk	72 Years	500 Years	75 Years
	Small Event/ High Risk	25 Years	100 Years	50 Years

Given the return intervals provided for the risk categories above from FEMA, we have determined that recurrence interval for the 30-day (July 15, 2015 to August 15, 2015) precipitation event prior to the Kramer Landslide is approximately 1000 years, 800 years for the 45-day period (July 1, 2015 to August 15, 2015) and 500 years for the 60-day recurrence interval (June 15, 2015 to August 15, 2015). We believe that the lowest recurrence interval should be applied to the high hazard zones identified in the SWI's report and indicate less risk than the IBC/IRC implied risk and less risk than is used for most weather and geologic impacted public structures. Additionally, the orographic amplification that may also have occurred could increase the recurrence interval. It is our professional opinion that the 30-day precipitation event prior to August 18th, 2015 ultimately created the Kramer Landslide and corresponds with a low to medium risk level under the above design events and criteria.

For our conclusions, we use the City of Sitka's 'moderate risk' correlating to medium risk and high risk being the same. As such, the Kramer landslide falls into the large or very large event category. We also conclude that a landslide event originating in the North Tributary would also fall into the large event or very large event category, therefore having a low risk potential.

4.0 Engineering Judgement Decision

Ultimately, the decisions regarding development of the area below the North Tributary adjacent to the Kramer slide should be based on a consensus of understanding between the property owners, engineering assessment, and regulatory authorities.

Based on the above evaluation, the risk of another landslide similar to the one that occurred on August 18, 2015 appears less than the risk generally associated with the governing codes and emergency management agencies.

Mitigation to further reduce the risk of property damage and life-safety concerns should be seriously considered as a part of the requirements for development of the area impacted by the Kramer landslide. Currently, because the soil and vegetation have been removed in the Kramer landslide path, water flows in the path are intense with large rainfall events causing deep, fast-flowing runoff. Additionally, removing water from a debris flow similar to that which occurred for the Kramer landslide will reduce how far the debris will flow. For both of these conditions, development of temporary water storage basins, creation of alternating flat and steep sections, and design for a deposition area above the development area can help mitigate the risk associated with the North Tributary.

The design will need to consider rainfall flow volumes (not associated with a slide event), potential slide debris volumes, potential debris flow paths (with potential for training structures to help divert flow to the deposition area, and outfall paths for the rainfall and slide water. Beyond the engineering, property ownership, construction and maintenance costs, and property value need to be considered.

5.0 REFERENCES CITED

Weatherunderground. (2019) "Sitka Climate History."

<https://www.wunderground.com/history/daily/us/ak/sitka/PASI/date/2019-5-29?cm_ven=localwx_history> (May 2019)

National Oceanic and Atmospheric Administration, Office of Water Prediction. (2017) "NOAA ATLAS 14 Point Precipitation Frequency estimates: AK"

<https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_ak.html> (May 2019) <

<https://www.weather.gov/bmx/outreach_microbursts> (August 2020)

National Oceanic and Atmospheric Administration, (2017) "Microbursts"

<https://www.weather.gov/bmx/outreach_microbursts> (August 2020)

We greatly appreciate the opportunity to provide you with our professional service. Please contact us directly with any questions or comments you may have regarding the information that we present in this letter, or if you have any other questions, comments, and/or requests.

Sincerely,

Northern Geotechnical Engineering, Inc. *d.b.a.* Terra Firma Testing,

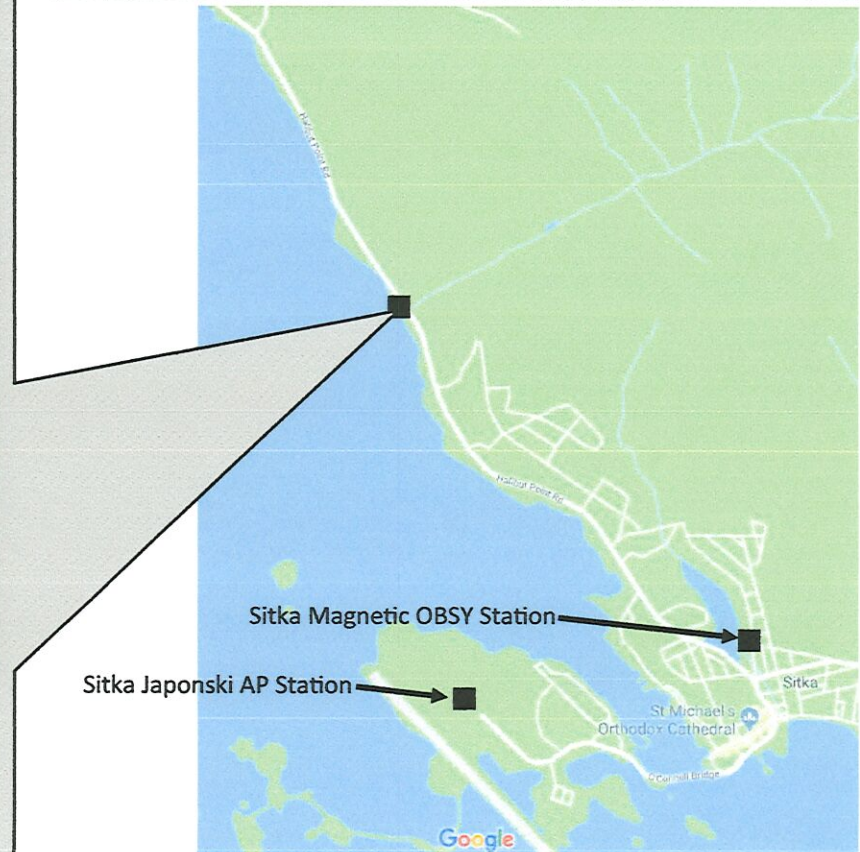


Keith F. Mobley, P.E.
President





REPORT FIGURES



NORTHERN GEOTECHNICAL ENGINEERING, INC.
TERRA FIRMA TESTING

FIGURE TITLE:
PROJECT SITE LOCATION

PROJECT NAME:
LANDSLIDE RETURN INTERVAL LETTER

PROJECT LOCATION:
ANCHORAGE, ALASKA

PROJECT ID:
4349-16

FIGURE NUMBER:
1

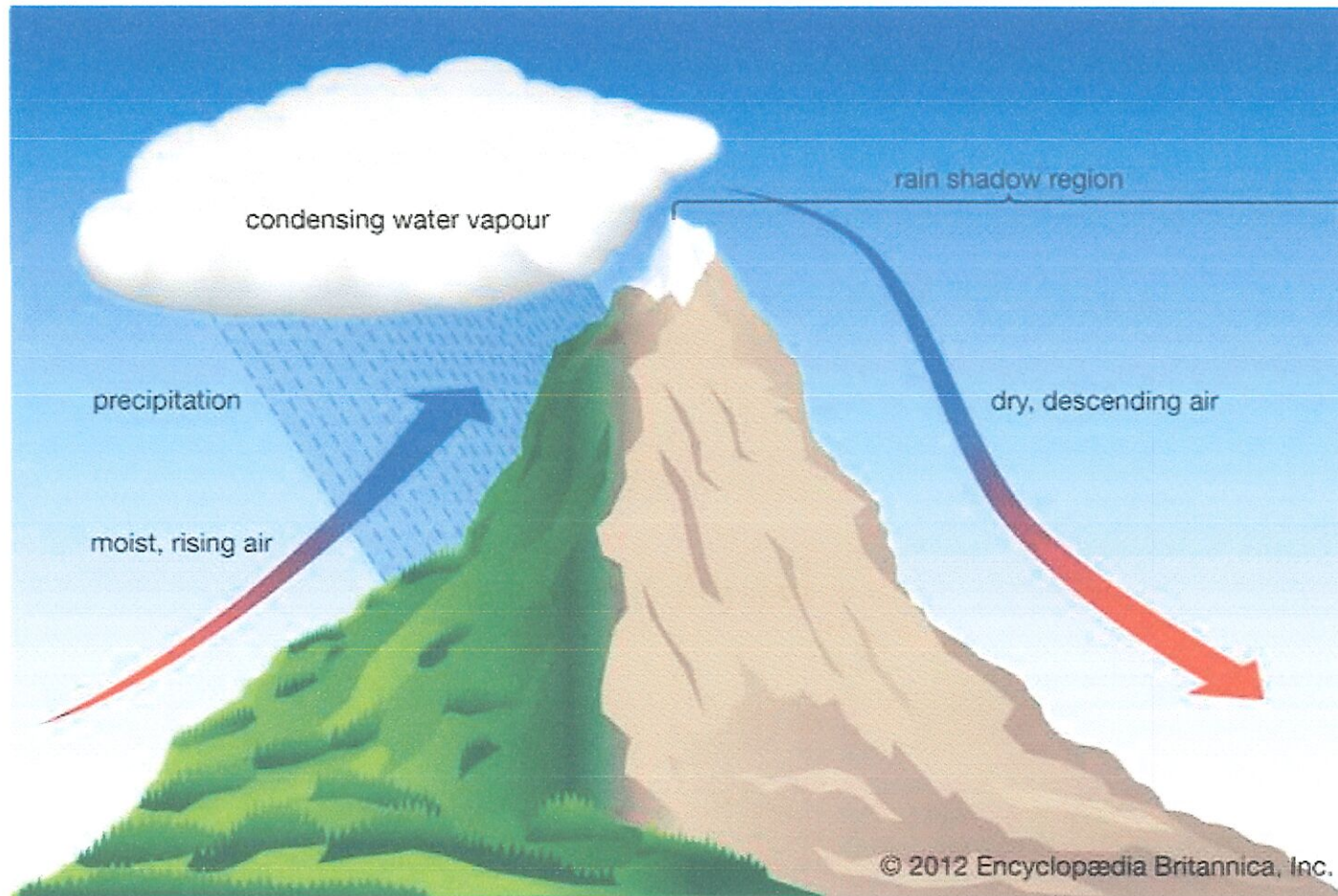


Figure from: <https://www.britannica.com/science/orographic-precipitation>



NORTHERN GEOTECHNICAL ENGINEERING, INC.
TERRA FIRMA TESTING

FIGURE TITLE
OROGRAPHIC EFFECT

PROJECT NAME:
LANDSLIDE RETURN INTERVAL LETTER

PROJECT LOCATION:
ANCHORAGE, ALASKA

PROJECT ID:
4349-16

FIGURE NUMBER:
2

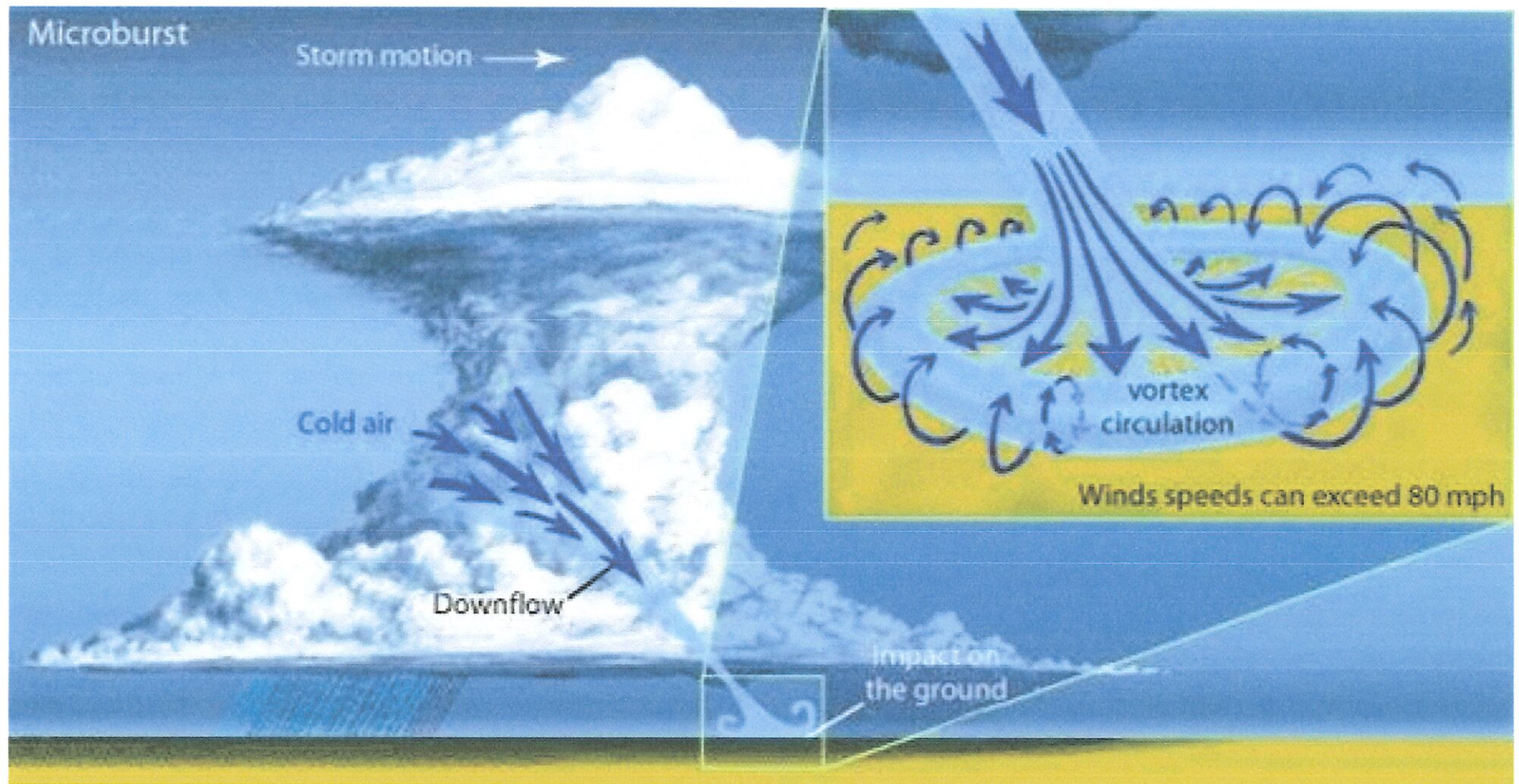


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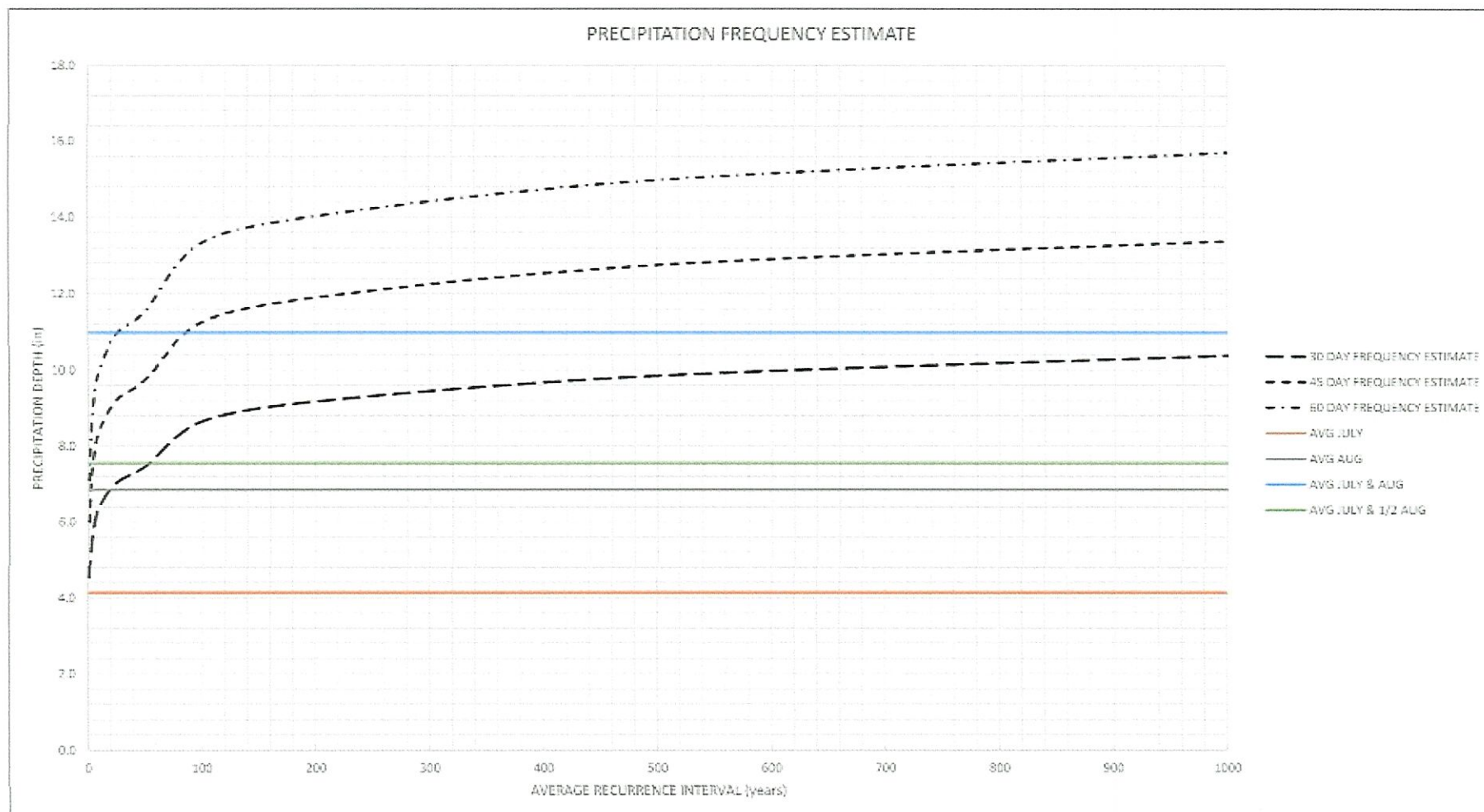


NORTHERN GEOTECHNICAL ENGINEERING, INC.
TERRA FIRMA TESTING

FIGURE TITLE
MICROBURST

PROJECT NAME:
LANDSLIDE RETURN INTERVAL LETTER
 PROJECT LOCATION:
ANCHORAGE, ALASKA

PROJECT ID:
4349-16
 FIGURE NUMBER:
3



NORTHERN GEOTECHNICAL ENGINEERING, INC.
TERRA FIRMA TESTING

FIGURE TITLE:
PRECIPITATION FREQUENCY ESTIMATE
 PROJECT NAME:
KRAMER LANDSLIDE
 PROJECT LOCATION:
SITKA, ALASKA

PROJECT ID:
4349-16
 FIGURE NUMBER:
4



NORTHERN GEOTECHNICAL ENGINEERING, INC.
TERRA FIRMA TESTING

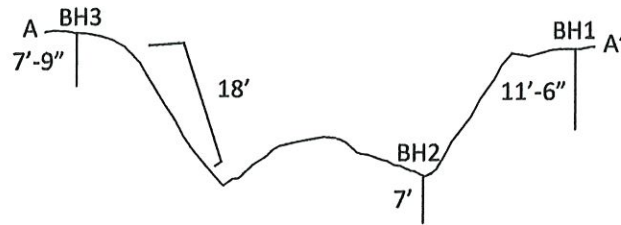
FIGURE TITLE:
APPROXIMATE CROSS SECTION LOCATIONS

PROJECT NAME:
KRAMER LANDSLIDE

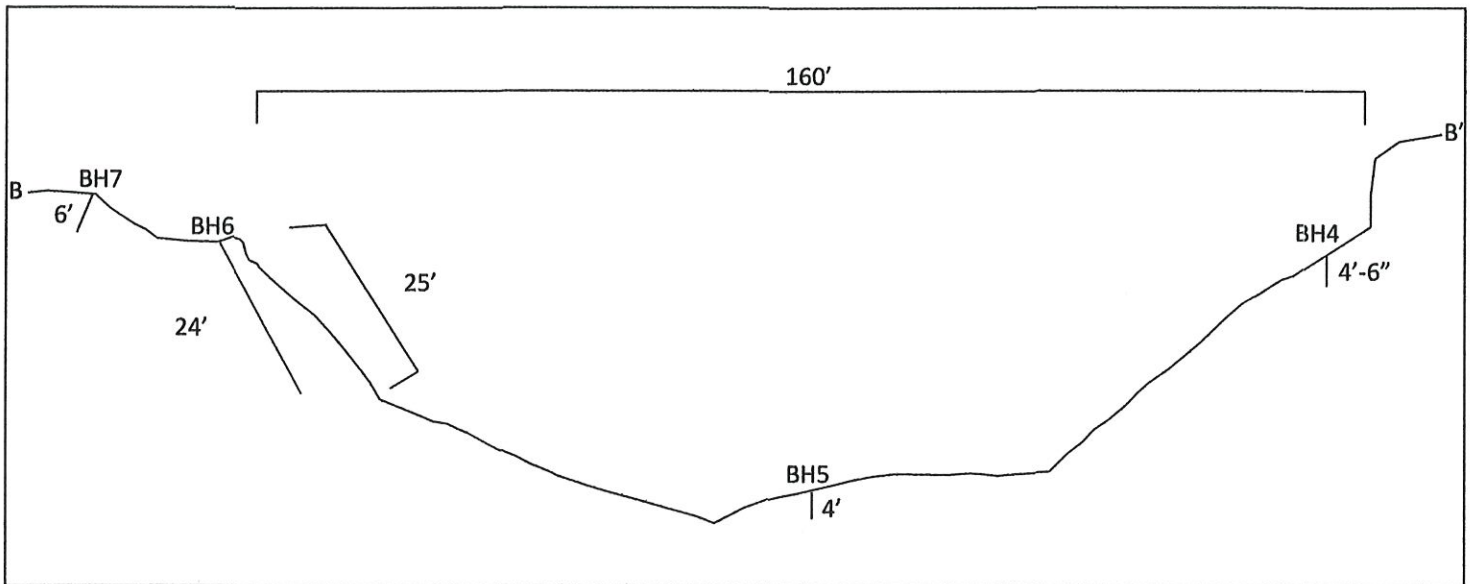
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SITKA, ALASKA

PROJECT ID:
4349-16

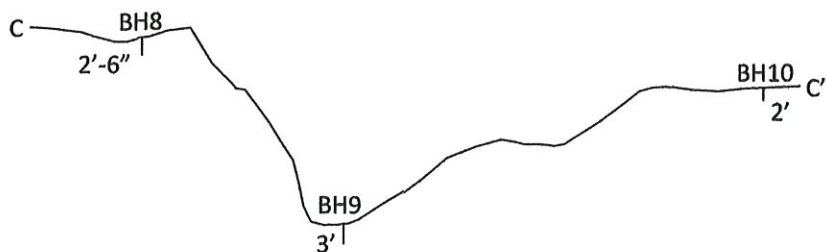
FIGURE NUMBER:
5



CROSS SECTION AA':



CROSS SECTION BB': ELEVATION 1,200' AT TOP



CROSS SECTION CC':



WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE _____ OWNER _____ (SIGNATURE) _____

DATE _____ OWNER _____ (SIGNATURE) _____

US OF AMERICA
STATE OF ALASKA
CITY & BOROUGH OF SITKA

THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 20____, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED _____

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL(S) MENTIONED AND WHO EXECUTED THE WITHIN PLAT AND _____ ACKNOWLEDGED TO ME THAT _____ SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.

WITNESS MY HAND AND NOTARY SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST
HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES _____

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ASSESSOR FOR THE CITY & BOROUGH OF SITKA, HEREBY CERTIFY THAT ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY & BOROUGH OF SITKA, IN THE NAME OF _____

AND THAT ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 20____ WILL BE DUE ON OR BEFORE AUGUST 31, 20____ DATED THIS _____ DAY OF _____,

ASSESSOR, CITY AND BOROUGH OF SITKA

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA PLANNING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. _____ DATED _____ 20____, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT MAGISTRATE, EX-OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ CHAIRMAN, PLATTING BOARD _____

~~SECRETARY~~

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY & BOROUGH OF SITKA ASSEMBLY AS RECORDED IN MINUTE BOOK _____ PAGE _____ DATED _____ 20____ AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE DISTRICT COURT, EX OFFICIO RECORDER, SITKA, ALASKA.

DATE _____ MAYOR _____

CITY AND BOROUGH CLERK

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND FINANCE DIRECTOR FOR THE CITY & BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE CITY & BOROUGH OF SITKA, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE RECORDS IN THE NAME OF: _____

(ALL OWNERS OF RECORD), AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION,
ALL L.I.D.'S ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY & BOROUGH
OF SITKA ARE PAID IN FULL.

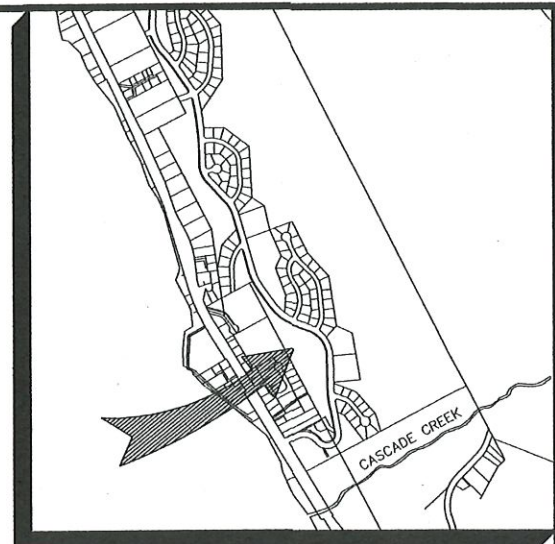
DATED THIS ____ DAY OF ____
20 ____, AT SITKA, ALASKA.

FINANCE DIRECTOR
CITY & BOROUGH OF SITKA

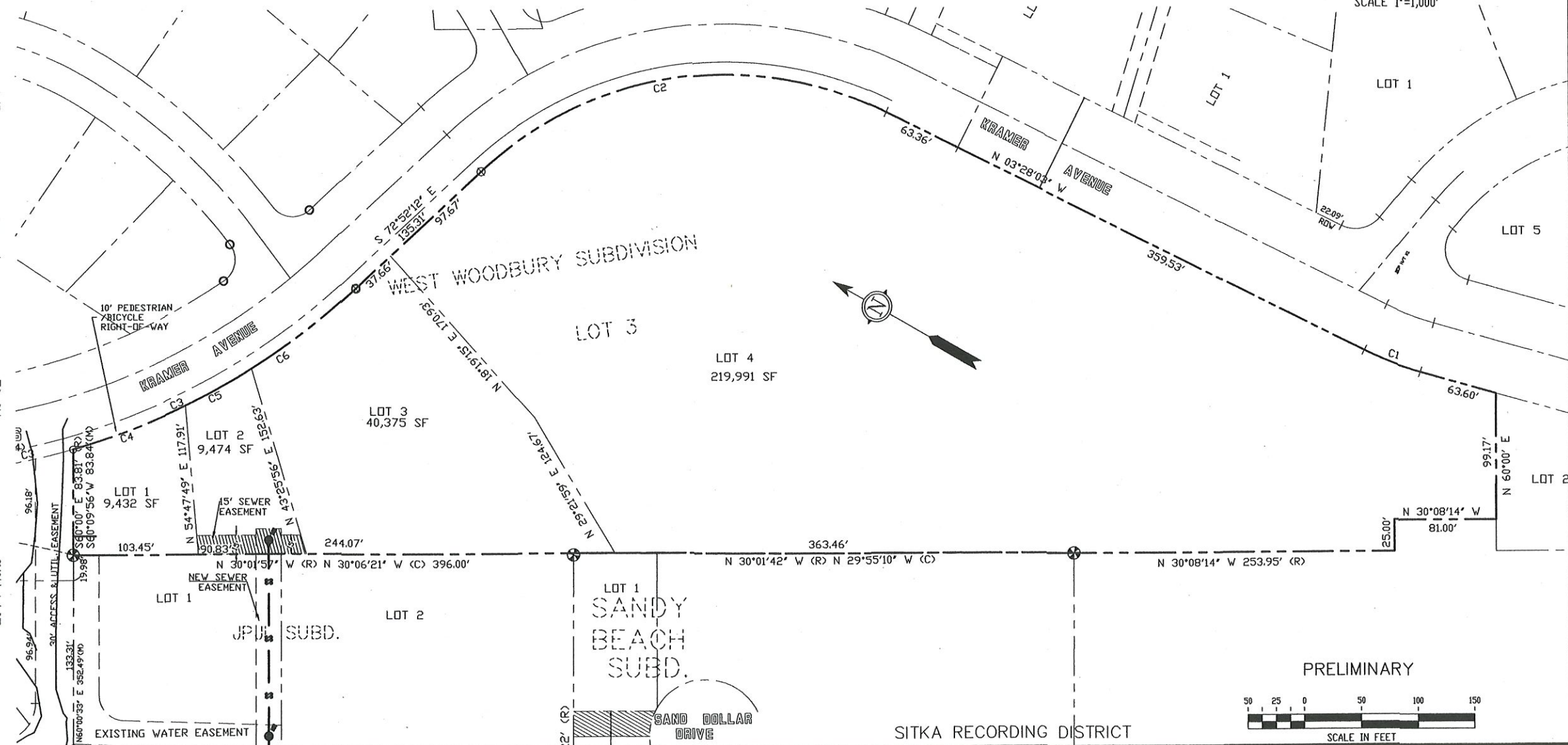
RECORD CURVE DATA						
NUMBER	DELTA	ANGLE	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	10°58'12"	248.28	47.54	S 08°57'09" E	47.46	
C2	69°24'07"	284.93	345.13	S 38°10'07" E	324.42	
C3	26°59'19"	551.24	259.65	S 59°22'40" E	257.26	
C4	09°51'39"	551.24	94.87	S 50°51'06" E	94.76	
C5	06°14'22"	551.24	60.03	S 58°54'08" E	60.00	
C6	12°23'19"	551.24	119.19	S 66°40'39" E	118.96	

1. THE PURPOSE OF THIS PLAT IS TO SUBDIVIDE LOT 3 OF THE WEST WOODBURY SUBDIVISION INTO 4 LOTS.
2. THE MUNICIPALITY IS PARTY TO ALL EASEMENTS AND PLAT NOTES. THEY SHALL NOT BE MODIFIED WITHOUT APPROVAL OF THE PLATTING BOARD. THERE SHALL BE NO ENCROACHMENTS ON CITY ASSETS OR EASEMENTS.
3. ALL PARCELS WITHIN THIS SUBDIVISION ARE IMPACTED BY NATURALLY OCCURRING OFFSITE DRAINAGE FLOWS. THE OWNERS OF THE PARCELS MAY NOT DIVERT THE OFFSITE FLOWS FROM ENTERING THE PARCELS AND ARE REQUIRED TO DISCHARGE THE FLOWS AT THE SAME LOCATION AS NATURALLY OCCURRING OR INTO A PUBLIC DRAINAGE FACILITY SPECIFICALLY DESIGNED TO COLLECT THE FLOWS. THE OWNER AY REDIRECT THE FLOW PATHWAY WITHIN THE PARCEL PROVIDED THE ENTRY AND DISCHARGE LOCATIONS ARE THE SAME AS THE EXISTING OCCURRING DRAINAGE FLOW PATHWAY.
4. OWNERS OF LOTS CONTAINING WETLANDS AND WATERS OF THEUNITED STATES SHALL CONTACT THE DEPARTMENT OF THE ARMY (DA), US ARMY CORPS OF ENGINEERS, TO DETERMINE THE NEED OF A DA PERMIT FOR WORK ON THE LOT.

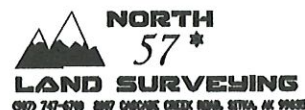
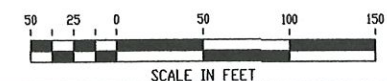
- PRIMARY CONTROL MONUMENT RECOVERED (BRASS CAP)
- ⊕ BLH/GLD PRIMARY BRASS CAP (RECOVERED)
- SECONDARY MONUMENT (SET)
- SECONDARY MONUMENT (RECOVERED)
- ⊙ ORIGINAL WHITCOMB HTS. MONUMENT (RECOVERED)
- (R) RECORDED DATA
- (C) COMPUTED DATA
- (M) MEASURED DATA



VICINITY MAP
SCALE 1"=1,000'



PRELIMINARY



BY	DATE	REV	DESCRIPTION OF CHANGE	
RECORD OF REVISIONS				



DESIGNED: K. P'NEILL
DRAWN: JCH/ACAD
CHECKED: KD
DATE OF PLAT: 01/28/2021
SCALE: 1" = 50'
DRAWING NAME: 40033-09
PROJECT NO. 40033-09

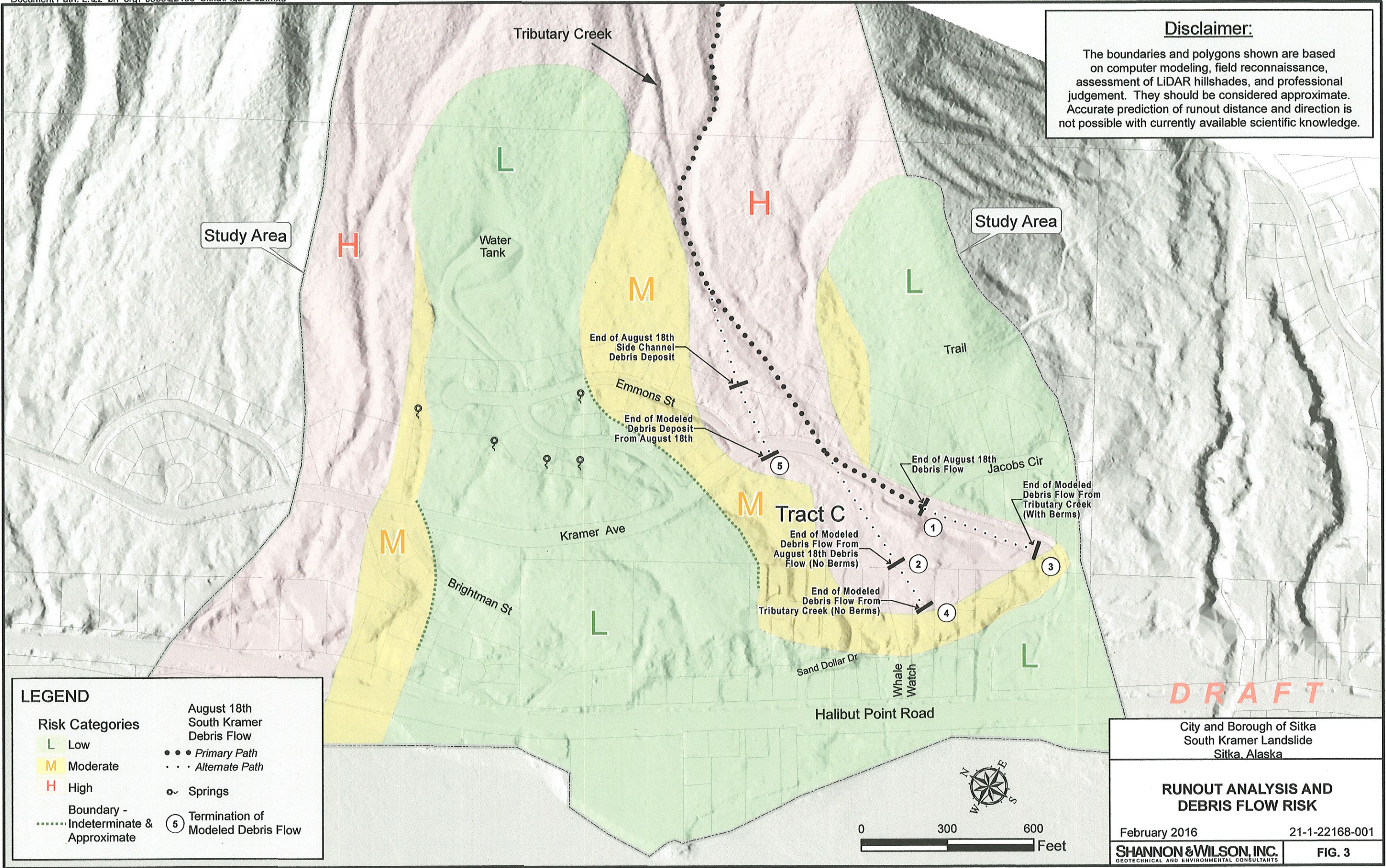
I HEREBY CERTIFY THAT I AM A REGISTERED SURVEYOR, LICENSED IN THE STATE OF ALASKA, AND THAT IN _____ A SURVEY OF THE HEREIN DESCRIBED LANDS WAS CONDUCTED UNDER MY DIRECT SUPERVISION AND THAT THIS PLAT IS A TRUE AND ACCURATE REPRESENTATION OF THE FIELD NOTES OF SAID SURVEY, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT ACCORDING TO SAID FIELD NOTES.

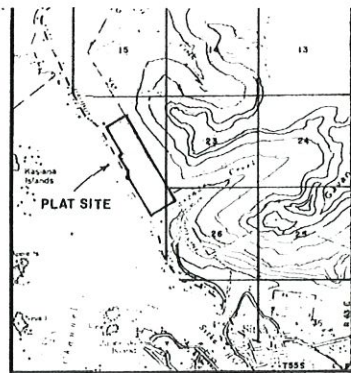
DATE _____ KELLY D'NEILL LS 13321

LOT 3 WEST WOODBURY SUBDIVISION (PLAT 2014-4)

CLIENT: SOUND DEVELOPMENT

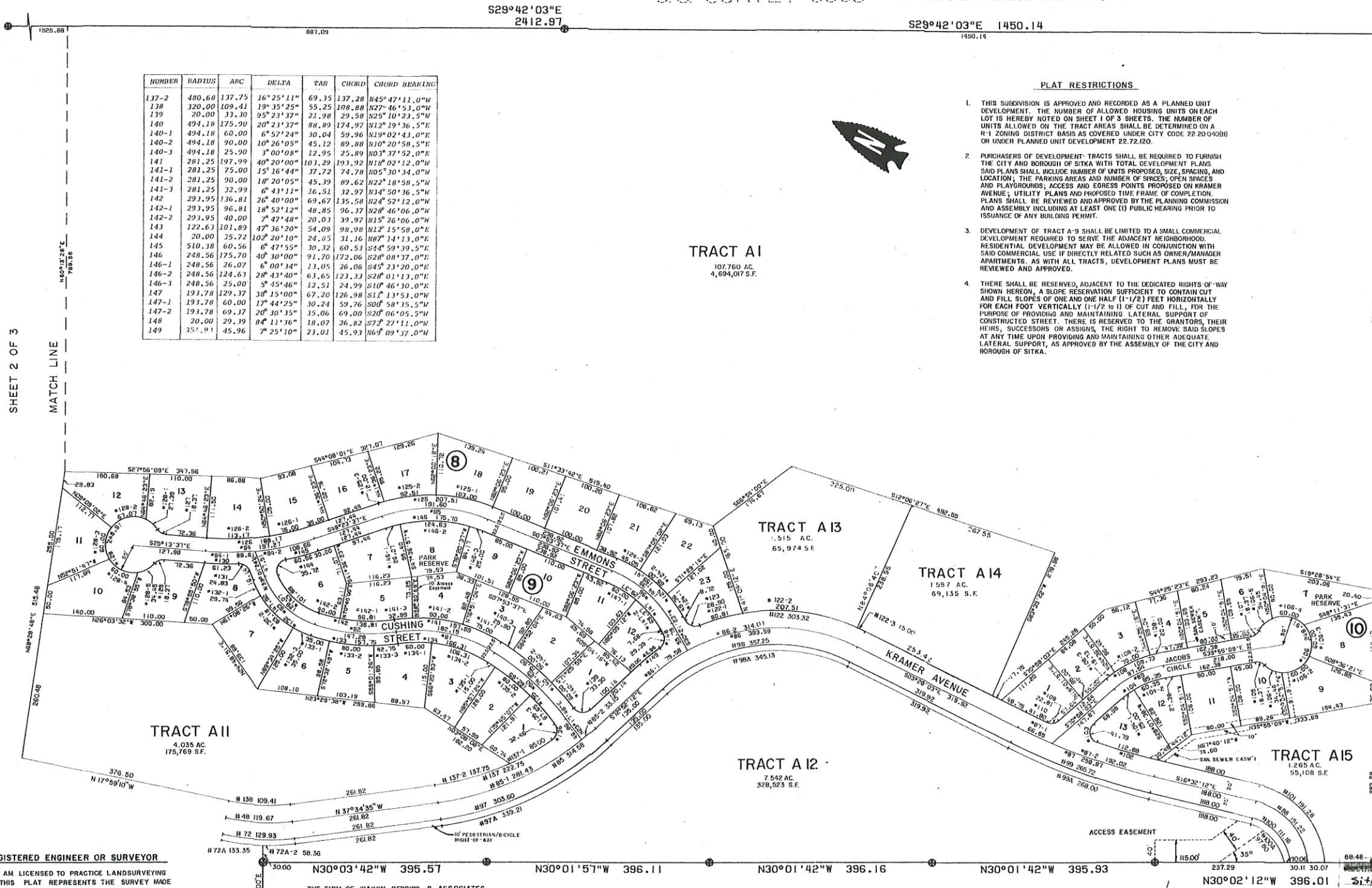
100





VICINITY MAP
SCALE: 1" = 1 MILE
T655 R63E CRM

NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING	NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING	NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING	NUMBER	RADIUS	ARC	DELTA	TAN	CHORD	CHORD BEARING
48	350.00	129.67	19° 15' 25"	60.43	119.09	N27° 46' 53.0"W	97	343.41	303.60	50° 39' 10"	162.52	293.80	S20° 50' 45.0"W	108-2	202.50	70.00	19° 48' 22"	35.35	69.65	N55° 28' 52.0"W	128-3	50.00	60.00	68° 45' 18"	34.21	56.46	S64° 46' 23.0"W
72	380.00	129.93	19° 15' 25"	65.60	129.30	N27° 46' 53.0"E	97A	550.68	339.21	35° 17' 37"	175.18	333.88	S55° 13' 24.0"E	108-3	202.50	19.73	5° 35' 00"	9.87	19.73	N68° 18' 03.0"W	128-4	50.00	60.00	68° 45' 18"	34.21	56.46	S64° 46' 23.0"E
72A	390.00	133.35	19° 15' 27"	67.33	132.70	N08° 11' 27.0"W	98	294.93	325.11	69° 24' 09"	204.23	335.80	S38° 18' 04.0"E	109	20.00	22.81	6° 19' 57"	12.82	21.59	N36° 18' 04.0"E	128-5	50.00	34.45	39° 29' 04"	17.94	33.78	S58° 06' 06.0"E
72A-2	390.00	58.36	8° 34' 23"	29.23	58.33	S17° 24.0"E	98A	284.93	347.25	69° 24' 09"	199.10	324.42	S38° 10' 07.0"E	110	1104.90	41.80	2° 10' 03"	20.30	41.80	N40° 13' 04.0"E	129	20.00	18.37	5° 30' 00"	9.89	17.73	S51° 32' 07.0"E
85	510.68	314.58	35° 17' 37"	152.46	209.68	N55° 13' 24.0"W	99	1164.91	265.72	1° 04' 09"	113.44	265.14	S10° 00' 07.0"E	122	354.93	303.32	48° 57' 51"	161.62	294.17	N27° 56' 58.0"E	130	510.38	61.23	6° 52' 24"	10.65	61.19	S28° 59' 49.0"E
85-1	510.68	281.43	31° 34' 29"	144.39	277.88	N53° 21' 50.0"W	99A	1174.91	268.00	1° 04' 09"	113.48	267.42	S10° 00' 07.0"E	122-1	354.93	80.81	13° 02' 43"	40.58	80.81	N54° 54' 33.0"E	131	20.00	24.83	7° 07' 25"	14.30	23.26	S03° 27' 41.0"E
85-2	510.68	33.15	3° 43' 08"	16.58	33.14	S71° 00' 38.0"E	100	90.00	211.16	70° 45' 55"	63.92	104.23	S18° 50' 46.0"W	122-2	354.93	207.51	3° 29' 51"	106.81	204.59	S22° 18' 16.0"E	132	167.63	147.92	50° 13' 36"	74.17	147.17	S11° 44' 36.0"W
86	324.93	393.59	69° 24' 09"	225.00	369.96	S38° 18' 07.0"E	100A	80.00	97.80	70° 02' 44"	56.06	91.82	S18° 29' 10.0"W	122-3	354.93	15.00	0° 25' 17"	7.50	15.00	N04° 40' 41.0"E	132-1	167.63	29.74	10° 09' 50"	14.91	29.70	S33° 56' 29.0"W
86-1	324.93	79.58	14° 01' 54"	39.99	79.38	S65° 51' 15.0"E	101	150.00	191.28	7° 03' 56"	111.12	178.58	N19° 59' 41.0"E	123	20.00	28.90	8° 47' 18"	17.61	26.45	N11° 02' 16.0"E	132-2	167.63	83.18	28° 25' 59"	42.47	82.34	S14° 38' 34.0"E
86-2	324.93	314.01	55° 22' 15"	170.48	301.93	N31° 03' 10.0"E	102	1104.90	112.88	5° 51' 12"	56.49	112.83	N13° 36' 36.0"E	124	238.78	159.41	38° 15' 00"	82.80	156.46	N11° 13' 51.0"E	132-1	167.63	35.00	11° 51' 47"	17.56	34.94	S05° 31' 18.0"E
87	1134.90	258.87	13° 04' 09"	130.00	258.31	S10° 00' 07.0"E	103	20.00	41.79	119° 42' 57"	34.44	34.59	N99° 10' 28.0"E	124-1	238.78	49.36	1° 50' 37"	24.77	49.27	N24° 26' 04.0"E	133	338.95	157.75	26° 40' 00"	80.33	156.33	S24° 52' 12.0"E
87-1	1134.90	66.85	3° 22' 30"	33.44	66.84	S05° 09' 18.0"E	104	157.50	85.35	31° 02' 54"	43.75	84.31	S55° 26' 36.0"E	124-2	238.78	65.00	1° 35' 48"	32.70	64.80	N10° 42' 52.0"E	133-1	338.95	35.00	5° 54' 59"	17.52	34.98	S14° 29' 41.0"E
87-2	1134.90	192.02	9° 41' 39"	96.24	191.79	S11° 41' 22.0"E	104-1	157.50	25.00	9° 05' 41"	12.53	24.97	S66° 25' 12.0"E	124-3	238.78	45.05	10° 48' 15"	22.59	44.98	N02° 29' 19.0"E	133-2	338.95	80.00	11° 13' 23"	40.19	79.81	S24° 12' 52.0"E
88	120.00	151.22	7° 21' 08"	87.51	141.41	N18° 31' 52.0"E	104-2	157.50	60.35	21° 57' 13"	30.55	59.98	S50° 51' 45.0"E	125	293.56	207.51	40° 30' 00"	108.30	201.21	N28° 08' 32.0"E	133-3	338.95	42.75	7° 13' 38"	21.41	42.73	S34° 35' 23.0"E
89	180.00	97.54	11° 02' 54"	50.00	96.15	S55° 26' 16.0"E	105	20.00	18.37	5° 30' 00"	9.89	17.73	S11° 36' 39.0"E	125-1	293.56	103.00	20° 06' 11"	52.03	102.47	N17° 36' 42.0"E	134	236.25	166.11	40° 20' 00"	86.77	162.90	S18° 02' 12.0"E
90	471.68	174.25	21° 10' 00"	88.13	173.26	N12° 42' 48.0"E	106	50.00	248.91	28° 51' 01"	60.71	N50° 04' 50.0"E	125-2	293.56	92.50	18° 03' 17"	46.64	92.12	N17° 01' 26.0"E	134-1	236.25	60.00	14° 33' 05"	30.16	59.84	S30° 55' 19.0"E	
91	258.75	182.15	40° 20' 00"	95.03	178.41	N18° 02' 12.0"E	106-1	50.00	34.46	39° 29' 03"	17.94	33.78	S07° 02' 40.0"E	125-3	293.56	12.00	N47° 13' 21.0"E	6.00	12.00	N47° 13' 21.0"E	134-2	236.25	106.31	25° 46' 55"	54.07	105.41	S10° 45' 39.0"E
92	316.45	147.28	26° 40' 00"	75.00	145.96	N24° 52' 12.0"E	106-2	50.00	60.00	68° 45' 18"	34.21	56.46	S61° 09' 51.0"E	126	465.18	188.17	2° 10' 32"	95.19	186.89	N66° 48' 17.0"E	135	449.18	162.65	20° 44' 50"	82.23	161.76	S12° 30' 13.0"E
93	145.13	128.07	50° 33' 36"	68.54	123.95	N13° 44' 36.0"E	106-3	50.00	60.00	68° 45' 18"	34.21	56.46	S61° 09' 51.0"E	126-1	465.18	75.00	9° 14' 01"	37.58	74.92	N43° 46' 36.0"E	135-1	449.18	15.00	1° 54' 48"	7.50	15.00	S09° 05' 12.0"E
94	487.88	197.27	23° 10' 00"	100.00	195.93	S36° 48' 37.0"E	106-4	50.00	60.00	68° 45' 18"	34.21	56.46	S61° 09' 51.0"E	126-2	465.18	113.17	1° 55' 59"	56.27	112.89	N12° 11' 36.0"E	135-2	449.18	80.00	10° 12' 17"	40.11	79.90	S09° 05' 12.0"E
94-1	487.88	88.61	10° 24' 24"	44.43	88.49	S30° 25' 49.0"E	106-5	50.00	34.45	39° 29' 04"	17.94	33.78	N72° 47' 18.0"E	127	20.00	18.37	5° 30' 00"	9.89	17.73	S11° 36' 39.0"E	135-3	449.18	67.65	8° 37' 45"	33.89	67.59	S18° 33' 45.0"E
94-2	487.88	108.66	12° 45' 36"	54.55	108.43	S12° 00' 49.0"E	107	20.00	18.37	5° 30' 00"	9.89	17.73	N66° 13' 39.0"E	128	50.00	248.91	28° 51' 01"	60.71	N50° 04' 50.0"E	136	20.00	18.37	5° 30' 00"	9.89	17.73	S11° 36' 39.0"E	
95	271.06	191.60	48° 00' 00"	100.00	187.64	S28° 08' 12.0"E	108	202.50	109.73	31° 02' 54"	56.25	108.40	N55° 26' 36.0"E	128-1	50.00	27.39	31° 23' 17"	14.05	27.39	N11° 41' 44.0"E	137	480.68	222.72	26° 31' 05"	113.41	220.77	S50° 51' 08.0"E
96	216.28	144.39	38° 15' 00"	75.00	141.72	S11° 35' 53.0"E	108-1	202.50	20.00	5° 39' 12"	10.01	19.99	N42° 44' 55.0"E	128-2	50.00	67.07	76° 51' 04"	39.67	62.12	N42° 25' 26.0"E	137-1	480.68	82.00	10° 07' 54"	42.61	84.82	S59° 01' 43.0"E



CERTIFICATE OF REGISTERED ENGINEER OR SURVEYOR
I HEREBY CERTIFY THAT I AM LICENSED TO PRACTICE LANDSURVEYING IN ALASKA, AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AS LOCATED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE CORRECT.
January 21, 1983
William J. Smith
REGISTERED LAND SURVEYOR

THE FIRM OF WAKON REDBIRD & ASSOCIATES
DO NOT PERFORM THE BOUNDARY SURVEY OR MONUMENT ANY LOT CORNERS SHOWN ON THIS PLAT.

U.S. SURVEY 2418

U.S. SURVEY 3565 (NATIONAL FOREST SERVICE)

S29°42'03"E 1450.14

S29°42'03"E 2412.97

TRACT A1
107,760 AC.
4,694,017 S.F.

TRACT A13
1,515 AC.
65,974 S.F.

TRACT A14
1,587 AC.
69,135 S.F.

TRACT A12
7,542 AC.
328,523 S.F.

TRACT A15
1,265 AC.
55,108 S.F.

CERTIFICATE
STATE OF ALASKA } SS
FIRST JUDICIAL DISTRICT }
I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED, AND ACTING ASSESSOR FOR THE CITY AND BOROUGH OF SITKA, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS OF THE CITY AND BOROUGH OF SITKA, IN THE NAME OF
The City & Borough of Sitka
AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES ASSESSED AGAINST SAID LANDS AND IN FAVOR OF THE CITY AND BOROUGH OF SITKA ARE PAID IN FULL; THAT CURRENT TAXES FOR THE YEAR 1982 WILL BE DUE ON OR BEFORE JULY 31, 1983.
DATED THIS 25th DAY OF January, 1983.
At SITKA, ALASKA.
Michael J. Smith
Assessor, City and Borough of Sitka

CERTIFICATION OF APPROVAL BY THE BOARD
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, PLATTING BOARD, AND THAT SAID PLAT HAS BEEN APPROVED BY THE BOARD BY PLAT RESOLUTION NO. 91-6 DATED April 6, 1981, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE SITKA DISTRICT RECORDING OFFICE, SITKA, ALASKA.
DATE Jan. 18, 1983
Glenda L. Boddy
Chairman, Platting Board
Secretary

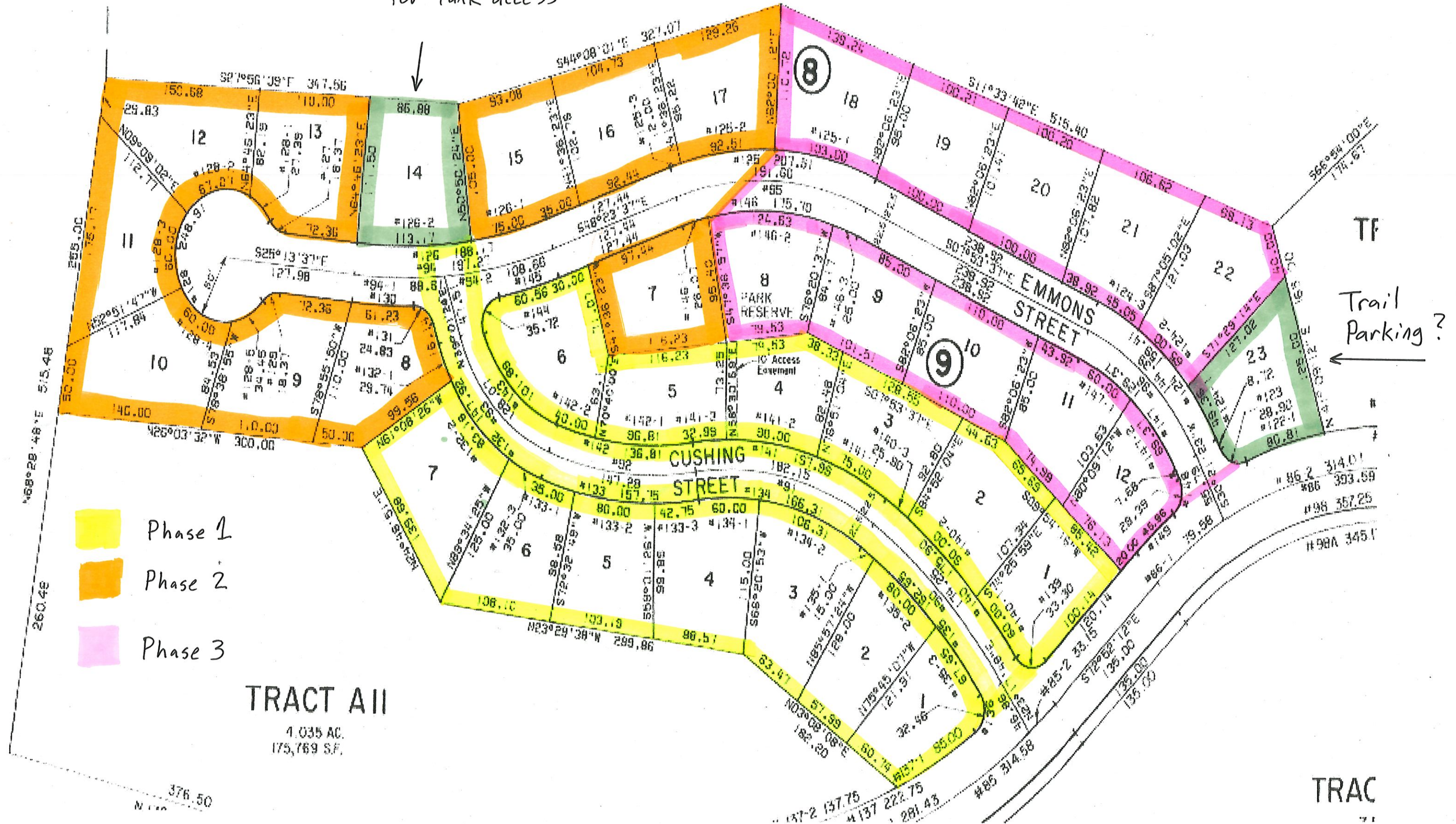
CERTIFICATION OF APPROVAL BY THE ASSEMBLY
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY AND BOROUGH OF SITKA, ASSEMBLY, AND THAT SAID PLAT HAS BEEN APPROVED BY THE ASSEMBLY AS RECORDED IN MINUTE BOOK PAGE 408/303, DATED May 12, 1982, AND THAT THE PLAT SHOWN HEREON HAS BEEN APPROVED FOR RECORDING IN THE SITKA DISTRICT RECORDING OFFICE, SITKA, ALASKA.
5-3-83
Date
John E. Dague
Mayor
Dolores J. Jensen
City & Borough Clerk

CERTIFICATE OF OWNERSHIP AND DEDICATION
WE HEREBY CERTIFY THAT THE CITY AND BOROUGH OF SITKA IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT IT HEREBY ADOPTS THIS PLAN OF SUBDIVISION WITH OUR FREE CONSENT, AND AS THE REPRESENTATIVES DEDICATE ALL STREETS, ALLEYS, EASEMENTS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.
5-3-83
Date
John E. Dague
Mayor
Dolores J. Jensen
Administrator

NOTARY'S ACKNOWLEDGEMENT
U.S. OF AMERICA } SS
STATE OF ALASKA }
CITY AND BOROUGH OF SITKA }
THIS IS TO CERTIFY THAT ON THIS 3rd DAY OF May, 1983, I, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared John E. Dague, Mayor of the City and Borough of Sitka, to me known to be the identical individual(s) mentioned and who executed the within plat and acknowledged to me that he signed the same freely and voluntarily for the uses and purposes therein specified.
WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.
MY COMMISSION EXPIRES 10-31-84
Dolores J. Jensen
NOTARY PUBLIC FOR ALASKA

WHITCOMB HEIGHTS SUBDIVISION
CITY & BOROUGH OF SITKA, ALASKA
Dated: Feb. 9, 1980 Scale: 1" = 100'
A SUBDIVISION OF TRACT A, USS 3806
Surveyed by: REDBIRD & ASSOC. Sheet No. 3 of 3 Sheets
600 W. 53 RD. AVE.
ANCHORAGE, ALASKA

Given to City
For tank access





CITY AND BOROUGH OF SITKA

Legislation Details

File #: 21-149 **Version:** 1 **Name:**

Type: Item **Status:** AGENDA READY

File created: 9/23/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Reminders, Calendars, and General Correspondence

Sponsors:

Indexes:

Code sections:

Attachments: [Reminders and Calendars](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

REMINDERS

<u>DATE</u>	<u>EVENT</u>	<u>TIME</u>
Tuesday, September 28	Work Session Sound Development, LLC	5:00 PM
Tuesday, September 28	Regular Meeting	6:00 PM
Tuesday, October 12	Regular Meeting	6:00 PM



Municipal Election

Tuesday, September 28	Last day to request absentee by mail ballot
Monday, October 4	Final day of Absentee/Advanced in-person voting at Harrigan Centennial Hall
Tuesday, October 5	Municipal Election – polls open from 7am to 8pm at Harrigan Centennial Hall

Assembly Calendar

2020 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2022

September 2021

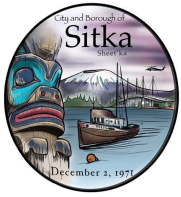
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29 <u>Aug</u>	30	31	1 <u>Sep</u>	2	3	4
Eisenbeisz	Eisenbeisz	Eisenbeisz	Eisenbeisz 6:00pm Library Commission - Liaison Nelson 6:00pm School Board - Liaison Himschoot 7:30pm Planning Commission - Liaison Christianson	Eisenbeisz	Eisenbeisz	
5	6	7	8	9	10	11
		6:30pm Climate Action Task Force	5:00pm Tree & Landscape - Liaison Himschoot 6:00pm Historic Preservation Commission- Liaison Duncan 6:00pm Ports and Harbors Commission- Liaison Knox			
12	13	14	15	16	17	18
	Eisenbeisz	Eisenbeisz 12:00pm Parks and Recreation Committee- Liaison Mosher 6:00pm Regular Assembly Mtg	Eisenbeisz 12:00pm Health Needs & Human Services - Liaison Duncan 7:30pm Planning Commission - Liaison Christianson	Eisenbeisz		
19	20	21	22	23	24	25
		6:30pm Climate Action Task Force	5:30pm Police and Fire - Liaison Nelson	6:00pm Special Meeting: Annual Non- Profit Grant Awards		
26	27	28	29	30	1 <u>Oct</u>	2
		5:00pm Work Session: Sound Development 6:00pm Regular Assembly Mtg				

Assembly Calendar

[2020](#)
[Jan](#)
[Feb](#)
[Mar](#)
[Apr](#)
[May](#)
[Jun](#)
[Jul](#)
[Aug](#)
[Sep](#)
[Oct](#)
[Nov](#)
[Dec](#)
[2022](#)

October 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 Sep	27	28	29	30	1 Oct	2
		5:00pm Work Session: Sound Development 6:00pm Regular Assembly Mtg				
3	4	5	6	7	8	9
		Municipal Election	6:00pm Library Commission - Liaison Nelson 6:00pm School Board - Liaison Himschoot 7:30pm Planning Commission - Liaison Christianson	12:00pm Climate Action Task Force		
10	11	12	13	14	15	16
		12:00pm Parks and Recreation Committee- Liaisons Moshier 6:00pm Regular Assembly Mtg	5:00pm Tree & Landscape - Liaison Himschoot 6:00pm Historic Preservation Commission- Liaison Duncan			
17	18	19	20	21	22	23
	HOLIDAY	6:30pm Climate Action Task Force	12:00pm Health Needs & Human Services - Liaison Duncan 7:30pm Planning Commission - Liaison Christianson			
24	25	26	27	28	29	30
		5:00pm Work Session-Climate Action Task Force 6:00pm Regular Assembly Mtg	5:30pm Police and Fire - Liaison Nelson			
31	1 Nov	2	3	4	5	6
			6:00pm Library Commission - Liaison Nelson 6:00pm School Board - Liaison Himschoot 7:30pm Planning Commission - Liaison Christianson			



CITY AND BOROUGH OF SITKA

Legislation Details

File #: 21-144 **Version:** 1 **Name:**

Type: Item **Status:** AGENDA READY

File created: 9/21/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Proclamation - Indigenous Peoples' Day

Sponsors:

Indexes:

Code sections:

Attachments: [Proclamation Indigenous Peoples' Day](#)

Date	Ver.	Action By	Action	Result
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OFFICE OF THE MAYOR
City and Borough of Sitka

Proclamation

REAFFIRMING INDIGENOUS PEOPLES' DAY

WHEREAS, the City and Borough of Sitka recognizes that the Indigenous Peoples of the lands that would later become known as the Americas have occupied these lands since time immemorial; and

WHEREAS, the City and Borough of Sitka recognizes the fact that Sitka is built upon the homelands and villages of the Tlingit people, who have occupied this land they called Sheet'ka since time immemorial, and without whom the building of the City would not have been possible; and

WHEREAS, the City and Borough of Sitka values the many contributions made to our community through Indigenous Peoples' knowledge, labor, technology, science, philosophy, arts and the deep cultural contribution that has substantially shaped the character of the City and Borough of Sitka; and

WHEREAS, the City and Borough of Sitka has a responsibility to oppose the systematic racism towards Indigenous people in the United States and the City and Borough of Sitka, which perpetuates high rates of poverty and income inequality, exacerbating disproportionate health, education, and social crises; and

WHEREAS, the City and Borough of Sitka strives to promote the closing of the equity gap for Indigenous Peoples through policies and practices that reflect the experiences of Indigenous Peoples, ensure greater access and opportunity, and honor our community's indigenous roots, history, and contributions; and

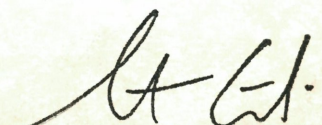
WHEREAS, in 2017, the Assembly of the City and Borough Sitka passed Resolution 2017-20 declaring the second Monday in October as Indigenous Peoples' Day and this Assembly desires to continue those commitments.

NOW, THEREFORE, BE IT PROCLAIMED that the Assembly of the City and Borough of Sitka firmly commits to continue its efforts to promote the well-being and growth of Sitka's Alaska Native, American Indian and Indigenous community.

BE IT FURTHER PROCLAIMED as Mayor of the City and Borough of Sitka that I do hereby reaffirm the second Monday in October as Indigenous Peoples' Day and encourage other businesses, organizations and public institutions to recognize Indigenous Peoples' Day and call upon Sitkans to commemorate this day with appropriate programs, activities, and celebrations.

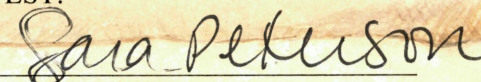
Signed and sealed on this 28th day of September, 2021.





Steven Eisenbeisz, Mayor

ATTEST:



Sara Peterson, MMC
Municipal Clerk



CITY AND BOROUGH OF SITKA

Legislation Details

File #: ORD 21-32 **Version:** 1 **Name:**
Type: Ordinance **Status:** AGENDA READY
File created: 9/7/2021 **In control:** City and Borough Assembly
On agenda: 9/28/2021 **Final action:**
Title: Requiring use of a face covering in certain indoor settings and providing a penalty
Sponsors:
Indexes:
Code sections:
Attachments: [Motion Ord 2021-32](#)
[Ord 2021-32](#)

Date	Ver.	Action By	Action	Result
9/14/2021	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-32 on second and final reading requiring use of a face covering in certain indoor settings and providing a penalty.

**CITY AND BOROUGH OF SITKA
ORDINANCE NO. 2021-32**

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA REQUIRING USE OF A FACE
COVERING IN CERTAIN INDOOR SETTINGS AND PROVIDING A PENALTY**

BE IT ENACTED by the Assembly of the City and Borough of Sitka as follows:

1. CLASSIFICATION. This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code (SGC) of the City and Borough of Sitka.

2. SEVERABILITY. If any provision of this ordinance and application thereof to any person and circumstances is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. PURPOSE. The purpose of this ordinance is recited as follows:

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death and is caused by the SARS-CoV-2 virus ("virus"); and

WHEREAS, a new strain of the coronavirus that has not been previously identified in humans and is easily transmittable person to person has appeared and is known as the "Delta variant"; and

WHEREAS, the Delta variant is now the dominant strain in Alaska, and the Delta variant is substantially more contagious than earlier strains; and

WHEREAS, a substantial portion of the new cases of COVID-19 are of vaccinated people and it has been proven that while vaccinated people do not get as sick, they can infect others; and

WHEREAS, Sitka is experiencing a substantial increase in COVID-19 cases, as evidenced by the change in our COVID-19 alert status from moderate to high on July 5 and since that time Sitka has remained in the high alert status with steady positive tests and hospitalizations, and even a resident death; and

WHEREAS, the Centers for Disease Control and Prevention and the State of Alaska recommend that when infection rates are high everyone wear a face covering, including vaccinated people, when in a public setting where other social distancing measures are difficult to maintain; and

WHEREAS, Emergency Ordinance No. 2021-24, which has the same purpose and provisions of this ordinance, was enacted by the Assembly on July 29, 2021, was extended by the Assembly on August 24, 2021, and expires on September 28, 2021, or when the risk level as defined by the Sitka Emergency Center is moderate, during times before September 28, 2021, whichever occurs first; and

WHEREAS, the Assembly desires that the provision of the Emergency Ordinance No. 2021-24 continue by regular ordinance when the risk level as defined by the Sitka Emergency

Operations Center is high and expires when the risk level drops below high (if the risk level returns to high, before this ordinance permanently expires, this ordinance will reactivate), with this ordinance permanently expiring on March 22, 2022.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that:

Section 1. Face Covering Mandate.

(A) Requirement. All individuals must wear a face covering over their nose and mouth when they are indoors in public settings or communal spaces outside the home. This ordinance is subject to the conditions and exceptions stated below.

(B) Context. The settings included in this ordinance include, but are not limited to, the public and communal spaces within the following:

(1) Grocery stores, pharmacies, and all other retail stores.

(2) Restaurants, cafes, bars, and breweries – including food preparation, carry-out, and delivery food operations. There is a limited exception for customers while they are actively eating or drinking in one of these settings.

(3) Buses, taxis, and other forms of public transportation when passengers are present.

(4) Personal care facilities.

(5) Child care facilities.

(6) Communal areas of offices where people from multiple households are present, such as elevators and indoor communal spaces in other buildings.

(C) Employment. Employers are responsible to make sure employees who are present in the workplace wear face coverings when in direct contact with customers, members of the public, or other employees. Face coverings are not required when the only direct contact is between members of the same household or when employees are not near others (within six feet).

(D) Exceptions. This ordinance does not apply to the following categories of people or activities:

(1) Any child under the age of 2 years. These very young children should not wear a face covering because of the risk of suffocation.

(2) Any individual for whom wearing a face covering would be contrary to his or her health or safety because of a medical condition or mental health condition, and any individual unable to tolerate a face covering due to a physical or mental disability.

(3) Individuals who are speech impaired, deaf, or hard of hearing, or individuals communicating with someone who is deaf or hard of hearing, where facial or mouth movements are an integral part of communication.

(4) Any individual who has trouble breathing or is otherwise unable to remove the face covering without assistance.

(5) Individuals who are incarcerated, in police custody, or inside a courtroom. These individuals should follow guidance particular to their location or institution.

(6) Individuals performing an activity that cannot be conducted or safely conducted while wearing a face covering (for example, a driver experiencing foggy glasses, a dental patient receiving care, swimming, an equipment operator where there is a risk of dangerous entanglement).

(7) Musicians, presenters, ministers, and others communicating to an audience or being recorded, for the duration of their presentation/practice/performance where face covering usage impairs communication, and so long as safe physical distancing is maintained.

(E) Proof of Medical Reason or Disability. If a person declines to wear a face covering because of a medical condition or disability as described above, this ordinance does not require them to produce medical documentation verifying the stated condition or disability. Businesses may wish to consider accommodating such individuals through curbside or delivery service or by allowing the individual inside without a face covering if doing so will not place others at risk.

(F) Enforcement Policy. The City and Borough of Sitka reserves the right to use all available enforcement options to assure compliance with this ordinance. However, employers will not be subject to fines based on non-compliance by customers so long as there is a clearly posted sign informing customers that they are required to wear face coverings. Brief removal of a face covering, such as is necessary to eat, drink, or scratch an itch does not constitute a violation of this ordinance (although hand washing/sanitizing is recommended after such activities). Additionally, violation of this ordinance does not create grounds for residents to harass individuals who do not comply with it.

(G) Violation. A person who violates the face covering requirement of this section shall be subject to a civil fine of \$50.00, which shall be considered incorporated into SGC, Chapter 1.12 "General Penalty." Payment of the civil fine shall be accepted in satisfaction of the violation; and the violation shall be subject to SGC, Chapter 1.12.

5. EFFECTIVE DATE. This ordinance shall become effective on the day it is adopted and expires when the risk level as defined by the Sitka Emergency Operations Center drops below high. If the risk level returns to high, before this ordinance permanently expires, this ordinance will reactivate. This ordinance shall permanently expire on March 22, 2022.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska, this 28th day of September, 2021.

Steven Eisenbeisz, Mayor

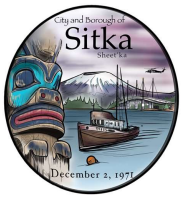
ATTEST:

Sara Peterson, MMC
Municipal Clerk

1st reading 9/14/2021

2nd and final reading 9/28/2021

Sponsors: Christianson / Duncan



CITY AND BOROUGH OF SITKA

Legislation Details

File #: ORD 21-31 **Version:** 1 **Name:**
Type: Ordinance **Status:** AGENDA READY
File created: 9/7/2021 **In control:** City and Borough Assembly
On agenda: 9/28/2021 **Final action:**
Title: Amending Title 2 "Administration" of the Sitka General Code by deleting Chapter 2.12 "City and Borough of Sitka Hospital Board", Chapter 2.14 "Historic Trust Board" and Chapter 2.64 "Seafood Processing Economic Development Committee" and updating Chapter 2.16 "Library Commission"

Sponsors:

Indexes:

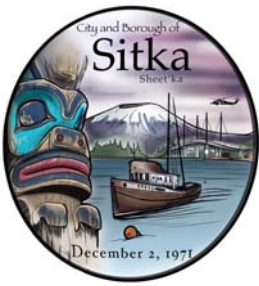
Code sections:

Attachments: [Motion Ord 2021-31](#)
[02 Memo](#)
[03 Ord 2021-31](#)

Date	Ver.	Action By	Action	Result
9/14/2021	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-31 on second and final reading amending Title 2 “Administration” of the Sitka General Code by deleting Chapter 2.12 “City and Borough of Sitka Hospital Board”, Chapter 2.14 “Historic Trust Board” and Chapter 2.64 “Seafood Processing Economic Development Committee” and updating Chapter 2.16 “Library Commission”.




City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Sara Peterson, Municipal Clerk

Date: September 1, 2021

Subject: Sitka General Code Title 2 "Administration" Clean Up

Background

Staff has identified several housekeeping revisions to boards, commissions, and committees, in Title 2 Administration of the Sitka General Code (SGC).

Two Boards and one Committee have been identified as inactive: the City and Borough of Sitka Hospital Board (SGC Chapter 2.12), Historic Trust Board (SGC Chapter 2.14), and Seafood Processing Economic Development Committee (SGC Chapter 2.64). In addition, the Library Commission (SGC Chapter 2.16) quorum requirement and number of affirmative votes needed for passage of a motion is incorrect.

In July 2019, the final meeting of the Sitka Community Hospital Board was held due to the sale of the Sitka Community Hospital business.

The Historic Trust Board was established in January 1991. At the time, the City and Borough of Sitka had entered into a lease with the United States Postal Service for the former Sitka Main Post Office; the building which City Hall currently occupies. It was anticipated further acquisitions of a similar nature may be made, and thus the Historic Trust Board was created to manage the former Sitka Main Post Office and other acquired properties. In October 1992, the Assembly established the Historic Preservation Commission to undertake historic preservation duties. The Clerk's office has no record of the Historic Preservation Board meeting after November 1992.

In October 2006, the Seafood Processing Economic Development Committee was established to provide community input regarding economic development funding for seafood processing operations. The Clerk's office has no record of member appointment or the Committee convening.

The Library Commission was established in January 1973 and initially comprised of five members. In June 2003, the Commission requested the membership size be increased to seven to allow the Commission to perform its functions more effectively. Currently, Sitka General Code states the quorum requirement and number of affirmative votes needed for passage of action is three. For a seven member body, the requirement is four. This detail was overlooked when the membership was increased in 2003. Although the code is incorrect, the Commission has been operating with the correct requirement of four for a quorum and affirmative votes.

Analysis

After reviewing these SGC sections along with our list of active boards, commissions, and committees, staff found these needed code revisions. Eliminating the Sitka Community Hospital Board, Historic Trust Board, and Seafood Processing Economic Development Committee does not dissolve any current active boards. In the case of the Library Commission, the proposed change is a solution to a previous oversight.

Fiscal Note

No fiscal notes are associated with this code amendment.

Recommendation

Approve Ordinance 2021-31.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2021-31

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING TITLE 2
“ADMINISTRATION” OF THE SITKA GENERAL CODE BY DELETING CHAPTER 2.12
“CITY AND BOROUGH OF SITKA HOSPITAL BOARD”, CHAPTER 2.14 “HISTORIC
TRUST BOARD” AND CHAPTER 2.64 “SEAFOOD PROCESSING ECONOMIC
DEVELOPMENT COMMITTEE” AND UPDATING CHAPTER 2.16 “LIBRARY
COMMISSION”**

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.

2. SEVERABILITY. If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. PURPOSE. The purpose of this ordinance is to clean up Sitka General Code (SGC) Title 2, Administration, by removing two Boards and one Committee, which have been identified as no longer active or required for the City and Borough of Sitka, and to update one Commission to correctly identify the members needed for a quorum.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that the Sitka General Code Title 2, entitled “Administration”, be amended by deleting Chapter 2.12, entitled “City and Borough of Sitka Hospital Board”, Chapter 2.14, entitled “Historic Trust Board” and Chapter 2.64, entitled “Seafood Processing Economic Development Committee”, and updating Chapter 2.16, entitled “Library Commission”, to read as follows (deleted language stricken, new language underlined):

**Title 2
ADMINISTRATION**

Chapters:

- 2.04 City and Borough Assembly**
- 2.08 City and Borough Departments**
- 2.10 Defense and Indemnification of Officers and Employees**
- ~~**2.12 City and Borough of Sitka Hospital Board**~~
- 2.13 Health Needs and Human Services Commission**
- ~~**2.14 Historic Trust Board**~~
- 2.16 Library Commission**

* * *

- ~~**2.64 Seafood Processing Economic Development Committee**~~

* * *

Chapter 2.12
CITY AND BOROUGH OF SITKA HOSPITAL BOARD

Sections:

~~2.12.010 City and borough of Sitka hospital board.~~

~~2.12.020 Oath.~~

~~2.12.030 Compensation.~~

~~2.12.040 Filling vacancies.~~

~~2.12.060 Removal Definition.~~

~~2.12.070 Organization.~~

~~2.12.080 Duties and powers.~~

~~2.12.090 Receipts and disbursements.~~

~~2.12.100 Reports.~~

2.12.010 City and borough of Sitka hospital board.

~~There shall be a board known as the city and borough of Sitka hospital board which shall consist of five voting members none of whom will be employees of Sitka Community Hospital:~~

~~A. The city and borough of Sitka municipal administrator will appoint a nonvoting, ex officio member of the CBS senior staff as well as an alternate. This position will be approved by the assembly. This person will not hold any board office, such as chair or secretary. This term will not expire.~~

~~B. A person having professional financial experience such as a certified public accountant, auditor, or financial analyst. This is a three-year term.~~

~~C. A person having professional healthcare experience, such as a physician, nurse, physical therapist or close equivalent. This is a three-year term.~~

~~D. Three people from the community at large. These are two-year terms.~~

~~There shall also be two additional nonvoting, ex officio members:~~

~~A. A member of the Sitka Community Hospital chief medical staff will be elected each December by SCH medical staff.~~

~~B. An assembly member who will serve as liaison. Appointed each October.~~

2.12.020 Oath.

~~Before entering upon the performance of their duties, each member of the board shall take and subscribe to an oath to support the Constitutions of the United States and the state of Alaska, and to faithfully strive to obey and carry into effect the duties imposed by law and ordinances of the city and borough.~~

2.12.030 Compensation.

~~Members of the board shall not receive compensation for services performed as board members, and shall not be considered officers of the municipality.~~

2.12.040 Filling vacancies.

~~In the event of a vacancy on the board caused by death, resignation, inability to serve, or any other reason, before the expiration of the term of any member the assembly shall appoint some person to fill such vacancy for the unexpired term. At the time of a vacancy, the assembly shall give fifteen days' public notice that there is a vacancy on the city and borough of Sitka hospital board and that interested persons may inform the assembly that they are willing to serve. The assembly is not limited, however, to those applying when appointing members.~~

2.12.060 Removal-Definition.

~~The assembly may remove a member of the board as follows:~~

~~A.— For good cause shown, the assembly may remove a member of the board upon fifteen days' written notice of removal to the board member. The notice shall set forth in detail what the alleged grounds for the removal are;~~

~~B.— The board member may appeal the proposed removal. Appeal shall be to the assembly. Hearing on the appeal shall be public unless the board member requests otherwise and the assembly concurs. Notice of appeal must be given to the assembly no later than ten days prior to the date the removal is to be effective. The hearing shall be held prior to the effective date of removal if reasonably possible. If a proposed removal is appealed, the removal shall not become effective until after the assembly decision on the appeal. Following an appeal hearing, assembly action of removal shall not take place unless it is authorized by affirmative assembly vote;~~

~~C.— As used herein "good cause" means a just, not arbitrary cause; one based on a showing of lack of competency or performance to the detriment of the public interest.~~

2.12.070 Organization.

~~The board shall organize itself by electing a president, vice-president and secretary who shall hold their offices as provided by hospital board by-laws.~~

~~A.— The board shall adopt by-laws for the conduct of its business; provided, that three voting members of the board shall constitute a quorum for the transaction of business, and three affirmative votes shall be necessary to carry any questions;~~

~~B.— Board meetings shall be held in the city and borough at least once each month;~~

~~C.— The board shall cause a record of proceedings to be kept. A copy of that record shall be delivered to the assembly in a timely manner;~~

~~D.— All meetings are subject to the Alaska Open Meetings Act. All meetings shall be open to the public. No member of the assembly wishing to attend shall be excluded from an executive session.~~

2.12.080 Duties and powers.

~~The city and borough of Sitka hospital board shall:~~

~~A.— Review and make recommendations to the assembly for proper maintenance of the Sitka Community Hospital building(s) and grounds thereof for all projects in excess of twenty-five thousand dollars;~~

~~B.— Review and make recommendations through the municipal administrator to the assembly of all hospital construction and architectural contracts prior to assembly approval. All such contracts will be executed in the name of the city and borough;~~

~~C.— Review and make recommendations through the municipal administrator to the assembly for development and approval of any new hospital construction and improvements;~~

~~D.— Have the authority to solicit grants and funds from any sources for the furtherance of the main purposes. Any solicitations from federal or state agencies shall, however, have prior approval of the municipal administrator. The board shall keep the municipal administrator advised of grants and funds being sought;~~

~~E.— Subject to approval of the assembly, make rules and regulations for the administration of the hospital;~~

~~F.— Have the power to adopt personnel policies for hospital employees subject to annual review by the assembly during May of each year;~~

~~G.— Appoint or remove the hospital administrator subject to the personnel regulations of the Sitka Community Hospital as the assembly from time to time may approve;~~

~~H.— At its discretion, organize and seek volunteers to operate and staff a community fund drive for hospital purposes.~~

2.12.090 Receipts and disbursements.

~~A.— The hospital accounts receivable shall be the property of the municipality and shall be deposited in a local bank. Such account shall be known as the Sitka Community Hospital general fund account. Such fund shall be used for no purpose other than in connection with hospital operations.~~

~~B.— The hospital administrator and the mayor shall sign general fund checks. In the absence of the administrator of the hospital, or the mayor, checks shall be signed in accordance with Section 11.13(b) of the municipal Charter.~~

~~C.— The hospital may open a patient refund account. This account shall contain moneys belonging to patients to whom refunds of money are due after payment in full of their account. Overpayments of third party payors shall be deposited directly to this account. The hospital administrator and the mayor shall sign checks on this account. In the absence of either the administrator of the hospital or the mayor, or both, checks shall be signed in accordance with Section 11.13(b) of the municipal Charter. Appropriate bonding will be determined by the hospital board.~~

~~D.— The full amount budgeted for hospital purposes shall be made available to the hospital on a schedule determined by the hospital administrator subject to approval of the schedule by the municipal administrator.~~

~~E.— The hospital board may make acquisitions or contracts that the city and borough administrator or his or her designee would be authorized to make pursuant to Chapter 3.16.~~

2.12.100 Reports.

~~The city and borough of Sitka hospital board shall:~~

~~A.— On or before April 1st of each year, submit to the municipal administrator a detailed and itemized budget for the next fiscal year;~~

~~B.— Provide the assembly with quarterly operations reports, which shall be sent to the assembly through the municipal administrator and/or municipal finance director;~~

~~C.— Submit to the assembly, through the municipal administrator, such periodic or special reports as requested by the assembly.~~

* * *

Chapter 2.14
HISTORIC TRUST BOARD

Sections:

~~2.14.010— Historic trust board established— Membership.~~

~~2.14.020— Organization and operation.~~

~~2.14.030— Duties and powers.~~

~~2.14.040— Receipts and disbursements.~~

~~2.14.050— Reports.~~

2.14.010 Historic trust board established Membership.

~~There shall be a board known as the historic trust board which shall consist of five members all of whom shall serve terms of three years. The present members shall continue their terms and expiration of terms shall be staggered based upon termination or resignation of members. No person may serve on the board for more than two consecutive terms.~~

2.14.020 Organization and operation.

~~The organization and operation of the board shall be determined by its members. Its operation shall be governed by the provisions in Chapter 2.60 of this code.~~

2.14.030 Duties and powers.

~~The historic trust board shall:~~

~~A.— Have general supervision and care of buildings and grounds assigned to it and the power to do everything necessary for proper maintenance and operation thereof within the limits and appropriations authorized by the assembly;~~

~~B.— Review and make recommendations through the municipal administrator to the assembly for reconstruction and repair of all properties given to the board for supervision. All contracts will be executed in the name of the city and borough of Sitka;~~

~~C.— Review and make recommendations through the municipal administrator to the assembly for development and approval of any new improvements or construction to those properties given to their supervision;~~

~~D.— Have the authority to solicit grants and funds from any source for the furtherance of the main purposes. Any solicitations shall have the prior approval of the municipal administrator;~~

~~E.— Subject to approval of the assembly make rules and regulations for the administration and control of those properties entrusted to their care;~~

~~F.— Other properties may be added to the control and supervision of the board as the assembly shall direct;~~

~~G.— All tenants and rental agreements shall receive the prior approval of the assembly. It is not the assembly's intent to compete with the private rental market and nonprofit or public tenants will be favored.~~

2.14.040 Receipts and disbursements.

~~A.— The trust receipts shall be the property of the municipality. A fund shall be known as the Sitka historic trust account and shall be used for no purpose other than and in connection with trust operations.~~

~~B.— The municipal administrator and mayor shall sign general trust checks. In the absence of the administrator or the mayor the checks shall be signed in accordance with Section 11.13 (B) of the municipal charter.~~

~~C.— Disbursements from trust accounts shall be by check only but shall not be made unless approved by the trust board and by the assembly.~~

~~D.— The full amount budgeted for the historic trust purposes shall be made available to the trust on a schedule determined by the administrator.~~

~~E.— Within the limits of budgeted amounts the board may incur expenses. Bills shall not be paid, however, unless they have been approved by the assembly under the same procedures as ordinary bills.~~

~~F.— Nonoperational items with a unit cost in excess of two thousand dollars shall be approved by the assembly prior to any liability being incurred.~~

2.14.050 Reports.

~~The historic trust board shall:~~

~~A.— On or before March 1st each year submit to the municipal administrator a detailed and itemized estimate of the probable revenues and a detailed and itemized budget for the next fiscal year;~~

~~B.— Provide the assembly with quarterly operations reports which shall be sent to the assembly through the municipal administrator;~~

~~C.— Submit to the assembly through the municipal administrator such periodic and special reports as requested by the assembly.~~

Chapter 2.16
LIBRARY COMMISSION

Sections:

- 2.16.010 Board of library commissioners.
- 2.16.020 Oath.
- 2.16.030 Compensation.
- 2.16.040 Filling vacancies.
- 2.16.060 Removal.
- 2.16.070 Organization.
- 2.16.080 Duties.
- 2.16.090 Library property.

* * *

2.16.070 Organization.

The board shall organize by electing a chairman and secretary who shall hold their offices for such time as the board by resolution may prescribe.

A. The board shall adopt by-laws for the conduct of its business; provided that ~~three~~ four members of the board shall constitute a quorum for the transaction of business, and ~~three~~ four affirmative votes shall be necessary to carry any questions;

B. Board meetings shall be held in the city and borough at least once each month;

C. Permanent records or minutes shall record the votes of every member on each question and copies of the minutes shall be delivered to all members of the assembly and to the municipal administrator;

D. All meetings shall be open to the public except that the following may be discussed in executive session (however, no member of the assembly or the municipal administrator wishing to attend shall be excluded from an executive session):

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality,
2. Subjects that tend to prejudice the reputation and character of any person; provided the person may request a public discussion,
3. Matters which by law, municipal charter or ordinance are required to be confidential.

* * *

Chapter 2.64
~~SEAFOOD PROCESSING ECONOMIC DEVELOPMENT COMMITTEE~~

Sections:

- ~~2.64.010 Established Membership Terms.~~
- ~~2.64.020 Compensation.~~
- ~~2.64.030 Filling vacancies.~~
- ~~2.64.040 Organization.~~

2.64.050—Duties.

2.64.010 Established Membership Terms.

~~There shall be established a committee to be known as the seafood processing economic development committee which shall consist of five members, with three of the members being the members of the Sitka investment committee. The other two members shall be appointed by the assembly for terms of three years, with one member who is a current or former professional of a financial institution, and the other member who is a current or former worker or manager involved in the seafood industry. The city and borough finance director shall be an ex officio member of this committee.~~

2.64.020 Compensation.

~~Members of the seafood processing economic development committee shall not receive compensation for services performed as committee members.~~

2.64.030 Filing vacancies.

~~In the event of a vacancy on the committee caused by death, resignation, inability to serve, or any other reason, before the expiration of the term of any member, the assembly shall appoint a person to fill such vacancy for the unexpired term. At the time of vacancy the assembly shall give public notice of no less than three days that there is a vacancy on the committee and that interested persons may inform the assembly of their willingness to serve. The assembly is not, however, limited to those applying when appointing members. The seafood processing economic development committee shall have the power to suggest people to fill the vacancy and shall have the right to make recommendations for and against a person nominated to the position.~~

2.64.040 Organization.

~~The committee shall organize itself by electing a chair and secretary and shall schedule meetings as required, but in no event shall meetings be held less than every six months. Minutes of all meetings shall be furnished to the office of the clerk.~~

2.64.050 Duties.

~~The seafood processing economic development committee shall:~~

~~A.—Recommend appropriate criteria for awarding funds to seafood processing operations that shall be subject to assembly approval, in addition to the following requirements:~~

~~1.—Seafood processors and directly related industries are eligible to apply for grants, including operations that process seafood, seafood by-products and seafood waste;~~

~~2.—Grants up to three hundred fifty thousand dollars may be available to seafood processors and directly related industries;~~

~~3.—All grantees shall be required to demonstrate that the funds should result in either of the following in order to be eligible for grant funds:~~

~~a.—Increase in raw fish taxes paid to the city and borough of Sitka based on the funding of the grant application; or~~

~~b. Increase in seafood processing production within the city and borough of Sitka;
and~~

~~4. Grant funds can only be used as a fifty-fifty match for the grantee's proposal, allowing
use of federal and state funds for the match;~~

~~B. Make recommendations to update the criteria for awarding and monitoring funds;~~

~~C. Monitor current economic development fund awards to determine if they meet the criteria
set out in this section and any criteria proposed by the committee and approved by the
assembly; and~~

~~D. Review and recommend actions to be taken on grant applications.~~

* * *

5. EFFECTIVE DATE. This ordinance shall become effective the date after the day
of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of
Sitka, Alaska, this 28th day of September, 2021.

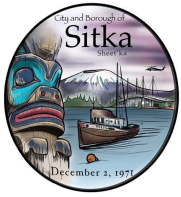
Steven Eisenbeisz, Mayor

ATTEST:

Sara Peterson, MMC
Municipal Clerk

1st reading 9/14/2021
2nd and final reading 9/28/2021

Sponsor: Administrator



CITY AND BOROUGH OF SITKA

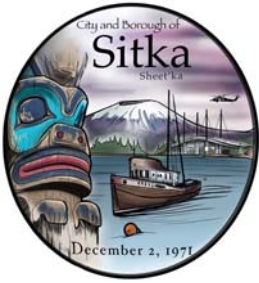
Legislation Details

File #: ORD 21-33 **Version:** 1 **Name:**
Type: Ordinance **Status:** AGENDA READY
File created: 9/8/2021 **In control:** City and Borough Assembly
On agenda: 9/28/2021 **Final action:**
Title: Making supplemental appropriations for Fiscal Year 2022 (IT Personnel / Approval of a New Position)
Sponsors:
Indexes:
Code sections:
Attachments: [Motion Ord 2021-33](#)
[02 Memo](#)
[03 Ordinance 21-33](#)
[04 System Support Technician job descrip](#)

Date	Ver.	Action By	Action	Result
9/14/2021	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-33 on second and final reading making supplemental appropriations for Fiscal Year 2022 (IT Personnel / Approval of a New Position).




City and Borough of Sitka


PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Melissa Haley, Finance Director 
Grant Turner, IT Director

Date: September 7, 2021

Subject: Supplemental appropriation changing contract services expense to personnel expense to hire rather than contract out additional IT support.

Background

During the FY2021 budget process staff highlighted all proposed significant changes from the prior year. One of these changes was to add, under Contract/Purchased Services, outsourced IT support. During the budget meetings, members of the Assembly requested that we consider, when possible, not outsourcing, but rather hiring, to ensure that municipal resources stay in the community. Last month, in recruiting for a vacant position, we received resumes from a number of qualified local candidates, leading us to believe that it would be possible find the skills needed locally. We also believe that an in-house position would better service the organization. HR has reviewed and approved the job description.

Analysis

We have designed the new position to be a frontline position that ensures that the many City and Borough of Sitka systems and hardware remain functioning as designed. The position is called the System Support Technician and the job description accompanies this memo. Currently we have 4 IT staff positions, of which one supports public safety almost exclusively. This leaves 3 people to support the remaining ~120 people, and countless disparate systems, meaning that problems with critical systems are often not addressed in a timely manner. While technology advances mean that remote support is often a viable path forward, having a local, in-house technician available and dedicated to our systems would be extremely helpful. The additional in-house resources also help to ensure that we have succession planning in place, so that in the event of a vacancy, critical systems can be maintained.

Fiscal Note

This change has a net zero impact on the FY22 IT Fund budget. It moves the existing appropriation of \$120,000 from Contract/Purchased Services to Personnel. We do not anticipate spending the full amount this fiscal year. Based on analysis of similar positions in S.E. Alaska, we anticipate advertising for this position at the hourly rate of \$25-\$33 per hour DOE. The total appropriation needed is largely impacted by selection of health care benefits. Of note, by approving the transfer of the appropriation to the personnel category, the assembly would approve the addition of the System Support Technician as a new FTE for the IT Fund.

Recommendation

Approve the addition of the System Support Technician as an IT Fund FTE by approving ordinance 2021-33 changing the appropriation category from Contracted/Purchased Services to Personnel.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2021-33

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2022
(IT Personnel/Approval of New Position)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make a supplemental Operations appropriation for FY2021.

4. **ENACTMENT.** In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2021 and ending June 30, 2022.

:

<u>FISCAL YEAR 2022 EXPENDITURE BUDGETS</u>
<u>ENTERPRISE AND INTERNAL SERVICE FUND</u>
Management Information Systems Fund – Operations: Re-appropriate funds in the amount of \$120,000 from Contracted/Purchased Services to Personnel for the hire of the new Systems Support Technician.

EXPLANATION

This ordinance moves the appropriation for additional IT support from Contract/Purchased Services to Personnel and authorizes the addition of the proposed FTE of Systems Support Technician

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th Day of September 2021.

ATTEST:

Steven Eisenbeisz, Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading 9/14/2021
2nd and final reading 9/28/2021

Sponsor: Administrator

City and Borough Sitka, Alaska

Class Specification

Class Title	System Support Technician
Class Code Number	
FLSA Designation	Non-Exempt
Pay Grade and Range	ASEA Bargaining Unit
Effective Date	August 2021

General Statement of Duties

Performs installation and maintenance of PC hardware and software. Manages and responds to a variety of help desk tickets.

Distinguishing Features of the Class

The principal function of an employee in this class is to ensure effective and efficient use of computer technology within the municipal government. While work is performed under the direct supervision of the Information Technology Director, some leeway is granted for the exercise of independent judgment and initiative. An employee in this class performs the duties of other employees in the Information Systems Department as required or as assigned by supervisory personnel. In the absence of the Systems Analyst, an employee in this class may temporarily assume full responsibility for assigned duties of the Systems Analyst. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with other Departments and employees. The principal duties of this class are performed in both a general office environment and at various work sites throughout the City and Borough.

Examples of Essential Work (Illustrative Only)

- Installs PCs and maintains hardware and software, Windows and Windows applications and related packages;
- Provide "in-house" computer support relating to software and hardware;
- Maintain trouble-log on computer support requests;
- On a limited basis, trains employees in the use of computers and related systems;
- Perform duties of system maintenance in the absence of the Systems Analyst;
- Performs troubleshooting and maintenance on existing hardware and software systems;

- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other related duties as assigned.

Required Knowledge, Skills and Abilities

- Thorough knowledge of personal computers;
- Thorough knowledge of computer related products, including all applicable hardware and software;
- Thorough knowledge of printer hardware and software;
- Operational knowledge of Microsoft Active Directory, Microsoft 365;
- Thorough knowledge of the current practices and principles involved in the installation, repair, customization and implementation of computer hardware;
- Some knowledge of the function and purpose of City and Borough departments, divisions, and sections;
- Ability to communicate well with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations;
- Ability to operate or quickly learn to operate a computer using standard or customized software applications appropriate to assigned tasks;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Ability to demonstrate integrity, ingenuity, and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from an accredited college or university with an Associates Degree or equivalent in Computer Science, Business Information Systems or a closely related field; and
- Considerable experience in the implementation of information systems; or
- Any equivalent combination of experience, education and training which provides the knowledge, skills and abilities necessary to perform the work.

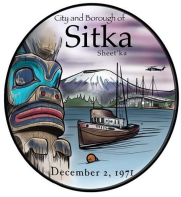
Required Special Qualifications

None

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to observe information systems;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate computers and related equipment;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to function in a general office experience.

• • • END • • •



CITY AND BOROUGH OF SITKA

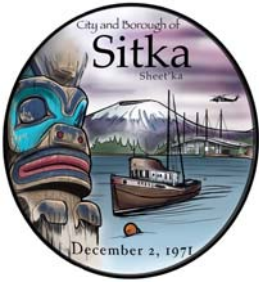
Legislation Details

File #: ORD 21-34 **Version:** 1 **Name:**
Type: Ordinance **Status:** AGENDA READY
File created: 9/8/2021 **In control:** City and Borough Assembly
On agenda: 9/28/2021 **Final action:**
Title: Making supplemental appropriations for Fiscal Year 2021 (IT Fund Expense)
Sponsors:
Indexes:
Code sections:
Attachments: [Motion Ord 2021-34](#)
[02 Memo 21-34 IT Fund Expense](#)
[03 Ord 21-34 IT Overage](#)

Date	Ver.	Action By	Action	Result
9/14/2021	1	City and Borough Assembly		

POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-34 on second and final reading making supplemental appropriations for Fiscal Year 2021 (*IT Fund Expense*).



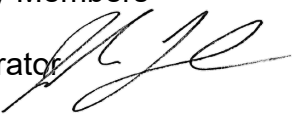
City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Melissa Haley, Finance Director

Date: September 8, 2021

Subject: **FY21 supplemental appropriations for over budget funds**

Background

IT Fund

While staff analyze budgets throughout the year and strive to come forward as soon a potential overbudget situation is identified, in some cases, it becomes apparent that fund has exceed its appropriations only after the fiscal year has ended. This year two situations contributed the overbudget situation in the IT Fund.

1. Telephone expense was under-budgeted for FY21. In addition, one month of FY20 was paid in FY21, so there were 13 months paid in FY21
2. Some CARES Act expenses were paid directly out of the IT Fund (for example our Zoom services). These were reimbursed, but still resulted in higher expense for the IT Fund.

School Bond Debt Service Fund

At the end of FY21 the City and Borough of Sitka participated in a refunding deal through the Alaska Municipal Bond Bank. While this refunding results in savings (NPV savings of over \$650,000 over the life of the refunding bonds), there was an upfront cost of \$48,200, that was not anticipated as part of the budget process. There are also likely to be a small portion of deferred charges that will amortized and included as expense for FY21.

Analysis

In general, staff strive to budget the level they anticipate is needed to provide required services in a realistic manner. Doing so and not padding budgets, means that there will occasionally situations in which funds go over their budgets. Where possible, staff try to catch and address these situations early, but at times, that is not possible.

Fiscal Note

The IT fund need a supplemental appropriation of \$50,000 and the School Bond Debt Service Fund will need a supplemental appropriation of \$60,000.

Recommendation

Approve ordinances 2021-34 and 2021-35 making supplemental appropriations for FY21.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2021-34

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2021
(IT Fund Expense)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make a supplemental Operations appropriation for FY2021.

4. **ENACTMENT.** In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2020 and ending June 30, 2021.

:

<u>FISCAL YEAR 2021 EXPENDITURE BUDGETS</u>
ENTERPRISE AND INTERNAL SERVICE FUND
Management Information Systems Fund – Operations: Increase appropriations in the amount of \$50,000 in the telephone account

EXPLANATION

The line item for telephone expense was under budgeted in FY21. In addition to an overall increase in telephone expenses, one FY20 bill was recorded in FY21, so an extra month was charged. Charges related to the pandemic were reimbursed to the fund, but still caused an increase in overall expenses.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th Day of September 2021.

ATTEST:

Steven Eisenbeisz, Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading 9/14/2021
2nd and final reading 9/28/2021

Sponsors: Administrator



CITY AND BOROUGH OF SITKA

Legislation Details

File #: ORD 21-35 **Version:** 1 **Name:**

Type: Ordinance **Status:** AGENDA READY

File created: 9/8/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Making supplemental appropriations for Fiscal Year 2021 (School Bond Debt Refunding Expense)

Sponsors:

Indexes:

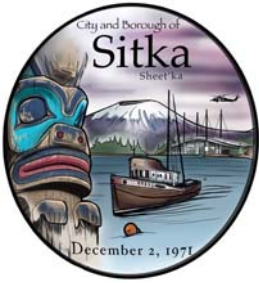
Code sections:

Attachments: [Motion Ord 2021-35](#)
[02 Memo 21-35 School Bond Refunding Expense](#)
[03 Ord 21-35 School Bond Debt](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-35 on second and final reading making supplemental appropriations for Fiscal Year 2021 (*School Bond Debt Refunding Expense*).



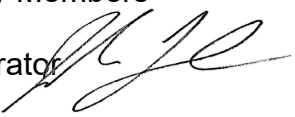
City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Melissa Haley, Finance Director

Date: September 8, 2021

Subject: **FY21 supplemental appropriations for over budget funds**

Background

IT Fund

While staff analyze budgets throughout the year and strive to come forward as soon a potential overbudget situation is identified, in some cases, it becomes apparent that fund has exceed its appropriations only after the fiscal year has ended. This year two situations contributed the overbudget situation in the IT Fund.

1. Telephone expense was under-budgeted for FY21. In addition, one month of FY20 was paid in FY21, so there were 13 months paid in FY21
2. Some CARES Act expenses were paid directly out of the IT Fund (for example our Zoom services). These were reimbursed, but still resulted in higher expense for the IT Fund.

School Bond Debt Service Fund

At the end of FY21 the City and Borough of Sitka participated in a refunding deal through the Alaska Municipal Bond Bank. While this refunding results in savings (NPV savings of over \$650,000 over the life of the refunding bonds), there was an upfront cost of \$48,200, that was not anticipated as part of the budget process. There are also likely to be a small portion of deferred charges that will amortized and included as expense for FY21.

Analysis

In general, staff strive to budget the level they anticipate is needed to provide required services in a realistic manner. Doing so and not padding budgets, means that there will occasionally situations in which funds go over their budgets. Where possible, staff try to catch and address these situations early, but at times, that is not possible.

Fiscal Note

The IT fund need a supplemental appropriation of \$50,000 and the School Bond Debt Service Fund will need a supplemental appropriation of \$60,000.

Recommendation

Approve ordinances 2021-34 and 2021-35 making supplemental appropriations for FY21.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2021-35

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2021
(School Bond Debt Refunding Expense)

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make a supplemental Operations appropriation for FY2021.

4. **ENACTMENT.** In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2020 and ending June 30, 2021.

:

<u>FISCAL YEAR 2021 EXPENDITURE BUDGETS</u>
SPECIAL REVENUE FUND
Fund 651-School Bond Debt Service – Operations: Increase appropriations in the amount of \$60,000 for expenses relating to 2021 bond refunding.

EXPLANATION

Due to participation in and Alaska Municipal Bond Bank advance refunding deal, the School Bond Debt Service Fund is anticipated to be overbudget for FY21 due closing and other amortized costs. The refunding saves significant amounts on debt service in the long term.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th Day of September 2021.

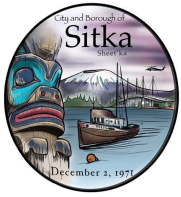
ATTEST:

Steven Eisenbeisz, Mayor

Sara Peterson, MMC
Municipal Clerk

1st reading 9/14/2021
2nd and final reading 9/28/2021

Sponsor: Administrator



CITY AND BOROUGH OF SITKA

Legislation Details

File #: ORD 21-36 **Version:** 1 **Name:**

Type: Ordinance **Status:** AGENDA READY

File created: 9/21/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Making supplemental appropriations for Fiscal Year 2022 (FY2021 Open Purchase Orders)

Sponsors:

Indexes:

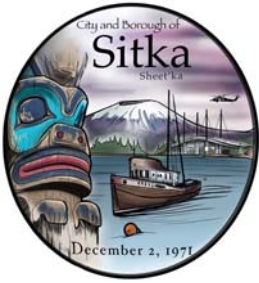
Code sections:

Attachments: [Motion Ord 2021-36](#)
[Memo and Ord 2021-36](#)

Date	Ver.	Action By	Action	Result
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POSSIBLE MOTION

I MOVE TO approve Ordinance 2021-36 on first reading making supplemental appropriations for Fiscal Year 2022
(FY2021 Open Purchase Orders).



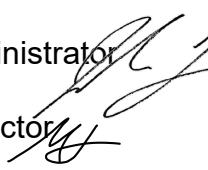
City and Borough of Sitka


PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Melissa Haley, Finance Director 

Date: September 22, 2021

Subject: **FY21 Encumbrances to FY22**

Background

While there is a firm end to the fiscal year, often projects are ongoing and continue into a new fiscal year. When this happens, the committed (encumbered) portion of the budget must be moved into the new fiscal year.

Section 11.12 of the Home Rule Charter of the City and Borough of Sitka (the Charter) specifies that unencumbered surpluses of the General Fund lapse at the end of a fiscal year. The Municipality has historically interpreted this provision of the Charter to mean that encumbered appropriations at the end of a fiscal year do not lapse.

In order to ensure the provisions of Section 11.12 of the Charter are adhered to, encumbered but unexpended appropriations at the end of each fiscal year are re-appropriated through a supplemental appropriation as set forth in Section 11.10 of the Charter.

Analysis

At the end of the fiscal year, there are often open purchase orders for work that is ongoing, or a product that has been ordered, but not delivered. When this happens the budget for the fiscal year that just ended is reduced and the current fiscal year budget is increased. Year-to-year this is often a similar amount. Though overall, the amount rolling over from FY21 into FY22 is smaller than what rolled from FY20 to FY21. Open purchase orders are reviewed and confirmed to be active prior to being transferred to the new fiscal year.

Fiscal Note

The re-appropriation from FY21 to FY22 of encumbered funds lowers the FY21 budget and increases the FY22 budget. Amounts for the funds are as follow:

General Fund-\$220,874.34, Electric Fund-\$161,954.05, Water Fund-\$30,596.80, Wastewater Fund-\$7,823.75, Harbor Fund-\$3,660, IT Fund-\$3,257.33, Central Garage Fund-\$437,222, Building Maintenance Fund \$21,600

Details of the purchase orders that will be moved from FY21 to FY22 follow this memo.

Recommendation

In order to comply with section 11.12 of the Home Rule Charter, it is necessary that the budgets as described in the accompanying ordinance be decreased for FY21 and increased for FY22.

FY21 purchase orders rolling to FY22

Department/Fund/GL	PO #	Encumbrance	Total	Description
GENERAL FUND				
Attorney				
100-500-002-5225.000				
Dowl	2021-429	\$ 28,000.00		Airport leases
			\$ 28,000.00	
Finance				
100-500-004-5206.000				
Arctic Office Products	2021-461	\$ 4,000.00		Office furniture/storage
			\$ 4,000.00	
Other Expense				
100-500-008-5228.001				
Sitka Maritime Heritage	2021-330	\$ 21,960.00		Pass through Historic Preservation grants
Sitka Women's Club	2021-331	\$ 8,716.29		Pass through Historic Preservation grants
St. Peter's By the Sea	2021-332	\$ 17,210.24		Pass through Historic Preservation grants
			\$ 47,886.53	
Fire				
100-500-022-800-5223.000				
LN Curtis & Sons	2021-361	\$ 3,243.35		Nozzles
Pitts Enterprises	2021-362	\$ 1,488.00		Fire hose
LN Curtis & Sons	2021-398	\$ 2,623.00		Protective equipment
Fire and Rescue Concepts	2021-427	\$ 13,040.00		High angle equipment
LN Curtis & Sons	2021-430	\$ 2,741.70		Air lifting bag
			\$ 23,136.05	
Ambulance				
100-520-023-5201.000				
Southeast Region EMS	2021-454	\$ 2,515.00		Nasco IV Trainin simulators
100-520-023-5206.000				
Southeast Region EMS	2021-210	\$ 843.98		Reeves Stretcher
Life Assist	2021-224	\$ 136.00		Syringes
Municipal Emergency Services	2021-390	\$ 560.34		PAPR Battery
Stryker	2021-426	\$ 116.18		PAPR Battery
Stryker	2021-436	\$ 4,856.90		Laryngoscope/related supplies
Municipal Emergency Services	2021-449	\$ 961.46		EMS supplies
			\$ 9,989.86	
100-520-023-5223.000				
Municipal Emergency Services	2021-402	\$ 282.56		
			\$ 282.56	
Engineering				
100-530-032-800 5212.000				
PTS	2021-39	\$ 13,900.79		Engineering support
PTS	2021-45	\$ 59,638.55		Engineering support
Contract Solutions	2021-459	\$ 8,047.50		Contract support
HDL Engineering	2021-460	\$ 22,392.50		Contract support
			\$ 103,979.34	
Streets				
100-530-033-812 5206.000				
Lakeside Industries	2021-323	\$ 3,600.00		Pothole filling material
			\$ 3,600.00	
General fund totals				\$ 220,874.34
SCH DEDICATED FUND				
190-600-601-5212.000				
The Boutet Company	2021-282	\$ 550.00		RFP assistance
Fund total			\$ 550.00	
ELECTRIC FUND				
200-600-603-850-5206.000	(GREEN LAKE)			
North Coast Electric Co.	2021-446	\$ 468.92		Governor compressor parts
HD Fowler	2021-450	\$ 3,533.79		Supplies

200-600-603-850.5207.000	(Green Lake)				
Klinger IGI	2021-334	\$	100.02		Repairs/maintenance
Motion and Flow Control Products	2021-387	\$	4,514.40		Various fittings
North Coast Electric	2021-441	\$	2,504.36		Pendant light
200-600-603-851-5206.000	(Blue Lake)				
HD Fowler	2021-450	\$	3,533.79		Corrugated pipe/supplies
200-600-603-851-5207.000					
Murphy Switch	2021-308	\$	308.00		Lube level switchgag
Motion Industries	2021-442	\$	1,180.62		FIV breathers
200-600-603-851-5212.000					
HDR Engineering	2021-96	\$	87,434.52		Blue Lake Dam safety inspections
Dept of the Interior/USGS	2021-97	\$	13,500.00		SMC Stream gauge maintenance
200-600-603-851-5223.000					
Unitec Dorsh	2021-451	\$	4,050.00		Equipment
200-600-604-860-5207.000	(Transmission				
Anixter	2021-440	\$	21,400.00		Supplies-voltage Xfmr
200-600-604-860-5212.000					
K&E	2021-131	\$	3,055.00		Flagging services
200-600-605-5202.000	(Distribution)				
Ritz Safety	2021-351	\$	709.19		Safety equipment
Ritz Safety	2021-355	\$	645.50		Safety equipment
Ritz Safety	2021-357	\$	706.76		Safety equipment
Ritz Safety	2021-397	\$	663.31		Safety equipment
Ritz Safety	2021-435	\$	644.10		Safety equipment
Ritz Safety	2021-448	\$	1,237.08		Safety equipment
200-600-605-5206.000					
Anixter	2021-327	\$	1,570.00		Supplies
200-600-605-5212.000					
Absolute Tree Care	2021-20	\$	9,475.00		Tree and brush clearing
200-600-606-5206.000	(Metering)				
Anixter	2021-322	\$	719.69		Supplies
Fund total			\$ 161,954.05		
WATER FUND					
210-600-605-5212.000					
Boreal Controls	2021-226	\$	7,856.40		PLC replacement/programming
PTS	2021-458	\$	2,823.75		Code review/update
210-600-610-5206.000					
SGS Environmental SVC Inc	2021-30	\$	580.00		Lead and copper water samples
Cascade Colombia Dist Co.	2021-414	\$	3,087.00		Chlorine
210-600-610-5207.000					
Trojan Technologies	2021-374	\$	556.25		Supplies
210-600-610-5212.000					
Boreal Controls	2021-226	\$	7,856.40		PLC replacement/programming
SGS Environmental SVC Inc	2021-372	\$	180.00		Water analysis
SGS Environmental SVC Inc	2021-384	\$	1,657.00		Water analysis
Northern Utility Services	2021-401	\$	6,000.00		Drinking water sanitary survey
Fund total			\$ 30,596.80		
WASTEWATER FUND					
220-600-610-5207.000					
PTS	2021-458	\$	7,823.75		Code review/update
Fund total			\$ 7,823.75		
HARBOR FUND					
240-600-630-5207.000					
Matheus Lumber Co.	2021-456	\$	3,660.00		Foam blocks
Fund total			\$ 3,660.00		
IT FUND					
300-600-630-5212.000					

Leverage Information systems	2021-74	\$	308.16	Meraki licenses
300-600-630-5223.000				
Dell	2021-407	\$	2,949.17	Computer equipment
Fund total			\$ 3,257.33	

CENTRAL GARAGE FUND

310-600-670-7107.000	(Fixed Assets)			
Kendall Dealership Holdings	2021-270	\$	51,760.00	4x4 flatbed w/ tommy lift
Western Pacific Crane & Equipment	2021-310	\$	385,462.00	Crane (Electric)
Fund total			\$ 437,222.00	

BUILDING MAINTENANCE FUND

320-600-630-5212.000				
CBC Construction	2021-462	\$	14,500.00	City/State window repair
Fredrickson Painting	2021-463	\$	7,100.00	City/State exterior painting
Fund total			\$ 21,600.00	

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2021-36

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA MAKING SUPPLEMENTAL
APPROPRIATIONS FOR FISCAL YEAR 2022
(FY2021 OPEN PURCHASE ORDERS)**

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to make supplemental appropriations for Fiscal Year 2022 which is necessary to ensure that encumbered appropriations do not lapse at the end of a fiscal year, in accordance with Section 11.12 of the Home Rule Charter of the City and Borough of Sitka.

4. **ENACTMENT.** In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the Assembly hereby makes the following supplemental appropriation for the budget period beginning July 1, 2021 and ending June 30, 2022.

<u>FISCAL YEAR 2022 EXPENDITURE BUDGETS</u>
<p>In accordance with Section 11.10 (a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2021 and ending June 30, 2022 is hereby adjusted as follows for the purchase orders open as of June 30, 2021.</p> <p>General Fund - \$220,874.34; SCH Dedicated Fund - \$550.00; Electric Fund - \$161,954.05; Water Fund - \$30,596.80; Wastewater Fund - \$7,823.75; Harbor Fund - \$3,660.00; MIS Fund - \$3,257.33; Central Garage Fund - \$437,222.00; and Building Maintenance Fund - \$21,600.00.</p>

Explanation

Section 11.12 of the Home Rule Charter of the City and Borough of Sitka (the Charter) specifies that unencumbered surpluses of the General Fund lapse at the end of a fiscal year. The Municipality has historically interpreted this provision of the charter to mean that encumbered appropriations at the end of a fiscal year do not lapse.

The accounting system for the Municipality is not able to maintain unexpired operating appropriations in one fiscal year, but, account for expenditures against such appropriations in subsequent fiscal years. Therefore, in order to ensure the provisions of Section 11.12 of the Charter are adhered to, encumbered but unexpended appropriations at the end of each fiscal year are re-appropriated through a supplemental appropriation as set forth in Section 11.10 of the Charter.

5. EFFECTIVE DATE. This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 12th Day of October 2021.

ATTEST:

Steven Eisenbeisz, Mayor

**Sara Peterson, MMC
Municipal Clerk**

**1st reading 9/28/2021
2nd and final reading 10/12/2021**



CITY AND BOROUGH OF SITKA

Legislation Details

File #: 21-146 **Version:** 1 **Name:**

Type: Item **Status:** AGENDA READY

File created: 9/21/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Discussion / Direction / Decision of the Municipal Administrator's annual recommended transfer to the Public Infrastructure Sinking Fund

Sponsors:

Indexes:

Code sections:

Attachments: [Motion and Memo Administrator's recommendation of transfer to PISF CY2022](#)

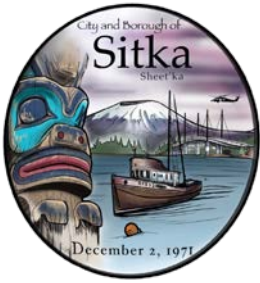
Date	Ver.	Action By	Action	Result
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Step 1

Discussion / Direction / Decision
of the Municipal Administrator's annual recommended transfer to the Public Infrastructure Sinking Fund.

Step 2

I MOVE TO transfer \$2,600,000 to the Public Infrastructure Sinking Fund to be allocated to future infrastructure projects and make this transfer effective June 30, 2021.



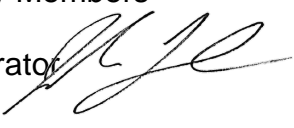
City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

From: John Leach, Municipal Administrator 

Date: September 22, 2021

Subject: **Recommendation for Annual Transfer to the Public Infrastructure Sinking Fund**

Background

Per Sitka General Code 4.45.020, the Administrator must make a recommendation to the Assembly on an amount to transfer to the Public Infrastructure Sinking Fund for future appropriation to infrastructure projects:

Within ninety days after the start of each fiscal year, the administrator shall prepare an analysis of the general fund balance with an accompanying recommendation as to an amount of the general fund balance available for potential transfer to the public infrastructure sinking fund. This analysis shall first take into account any portions of the general fund restricted by Chapter 4.44A before recommending any further amounts for potential transfer to the public infrastructure sinking fund. (Ord. 12-30 § 4 (part), 2012.).

Analysis and Fiscal Note

June 30 of each year normally represents the cyclical period of lowest cash balances for the General Fund. For this reason, we base the recommendation for transfer to the Public Infrastructure Sinking Fund on our financial position as of June 30.

As of June 30th, 2021, the preliminary undesignated fund balance of the General Fund has improved significantly from the prior year. This is due to a number of factors, including:

- Pandemic relief funding that was able to be dedicated to either public safety efforts or revenue replacement.
- The donation from Norwegian Cruise Lines was received before 6/30/21, however the capital appropriation for Lincoln Street was not approved until FY22.
- While not back to pre-pandemic levels, sales tax revenues did improve from the beginning of the pandemic and exceeded the reduced FY2021 goals.

- The Sitka Community Hospital Dedicated Fund was able to pay back the General Fund \$1 million of the advance made to cover the Stark liability payment.
- Belt tightening and efforts diverted to pandemic relief (and thus funded) resulted in over \$2 million in savings (from budgeted amounts).

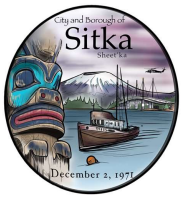
Ultimately the fact that we have carefully monitored the growth of our fund balance, while prioritizing investment in our town's infrastructure means that we have been able to maintain required liquidity while providing the core services expected of the municipality during a major economic downturn. However, doing so is at the expense of repairing our streets, buildings, and other governmental infrastructure. Fortunately, the fact that we are beginning to see an economic recovery, combined with belt-tightening, and federal relief means that we can once again begin to invest in our community's infrastructure.

Recommendation

Based on the analysis and considerations attached, I recommend transferring \$2,600,000 to the Public Infrastructure Sinking Fund to be allocated to future infrastructure projects. I further recommend that this transfer be made effective 6/30/21, differing from prior years in which the transfer was made effective around this time of year. Effecting the transfer in the fiscal year for which the analysis was done ensures that the transfer out to the Public Infrastructure Sinking Fund occurs in the year analyzed and also ensures that the transfer will not factor in the analysis of the current fiscal year when the recommendation is presented next September.

City and Borough of Sitka
Administrator's Recommendation of Assets Available For Transfer
to the Public Infrastructure Sinking Fund

Calculation of cash/equivalent required liquidity balance per SCG 4.44A.010		
	Budgeted Expenditures FY21 (less Transfers)	Divided by 4 = minimum required liquidity
Total Budgeted Expenses:	\$ 29,334,140	
Encumbrances from FY20/budget adjustments	\$ 147,288	
Less Interfund Transfers	\$ 1,376,200	
	\$ 28,105,228	\$ 7,026,307
Total General Fund analysis of adjusted net assets		Preliminary FY21
Total Assets		\$ 25,497,854
Liabilities		\$ (1,097,265)
Preliminary 6/30/2021 total Net Assets/Fund Balance		\$ 24,400,589
Fund balance committed-liquidity		\$ 7,026,307
Norwegian donation (FY22 appropriation to Lincoln St. capital project)		\$ 1,000,000
Non spendable (advances to other funds)		\$ 3,125,552
Fund balance made up of receivables		\$ 4,712,612
Restricted or non-spendable portion of fund balance		\$ 1,010,483
Fund balance committed for emergency purposes		\$ 2,000,000
Assets available for potential transfer into PISF		\$ 5,525,634
Fund Balance June 30, 2020		\$ 17,498,074
Change June 30, 2020 to June 30, 2021		\$ 6,902,515
Unassigned fund balance June 30, 2019		\$ 5,716,004
Unassigned fund balance June 30, 2020		\$ 3,827,823
Preliminary unassigned fund balance June 30, 2021 (prior to PISF transfer)		\$ 11,238,247
<u>Other considerations:</u>		
May need FY22 appropriation for expanded Lincoln St. project in conjunction with tourism plan	\$	2,000,000
Potential matching funds for RAISE grant	\$	1,600,000
Recommended transfer to Public Infrastructure Sinking Fund 6/30/21:	\$	2,600,000
Preliminary unassigned fund balance at 6/30/21 after transfer	\$	8,638,247



CITY AND BOROUGH OF SITKA

Legislation Details

File #: 21-147 **Version:** 1 **Name:**

Type: Item **Status:** AGENDA READY

File created: 9/22/2021 **In control:** City and Borough Assembly

On agenda: 9/28/2021 **Final action:**

Title: Discussion / Direction on developing options to consolidate or sunset certain boards, commissions, and committees

Sponsors:

Indexes:

Code sections:

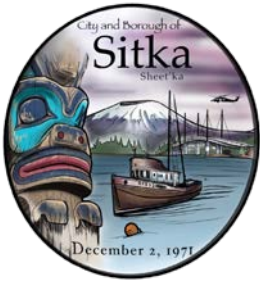
Attachments: [Memo Boards Commissions](#)
[Board Commission Monthly Meeting Schedule](#)

Date	Ver.	Action By	Action	Result
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Sponsors: Knox and Himschoot

Discussion / Direction

on developing options to consolidate or sunset certain boards, commissions, and committees.



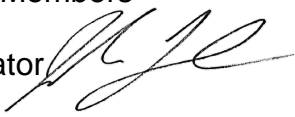
City and Borough of Sitka

PROVIDING FOR TODAY...PREPARING FOR TOMORROW

A Coast Guard City

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Assembly Members Himschoot and Knox

Date: September 22, 2021

Subject: Discussion/Direction on City and Borough of Sitka (CBS) Boards, Commissions, and Committees

Background

The CBS has a long history of looking to its community to provide input on how we serve our citizens, and the role of the CBS boards, commissions, and committees is often at the center of that. There are twelve active boards, commissions, and committees, some outlined as requirements in the CBS Charter, others defined in the Sitka General Code and a few created through Assembly resolution – e.g. Climate Action Task Force.

The continuing struggle to fill seats on many boards and commissions may indicate a comprehensive review is in order. Working with chairs of boards and commissions the Administrator can determine whether there is room to streamline our boards and commissions to look for efficiencies in operations, including reducing city staff time.

A few notes about the current boards and commissions:

- Tree and Landscape has had a difficult time with membership the last few years. They're a seven-member board and currently have four members which is the minimum needed for a quorum.
- The Library Commission has also struggled with membership. They're a seven-member board and currently have five members.
- Historic Preservation has also had difficulty with membership at times. They're a seven-member board and currently have five members.
- Parks and Recreation has struggled with membership, however, at this time they're fully seated with seven members.
- The Planning Commission and Police and Fire Commission are listed in our Charter. Any changes to these Commissions would need to go to a citizen vote.

- Port and Harbors Commission and the Harbor Department are assuming more oversight of the resources at the Gary Paxton Industrial Park and associated infrastructure.

Analysis

It has been over a decade since a thorough analysis has been conducted in how our boards and commissions serve our community, the governance and advisory of our services, and the invaluable work of providing guidance to our Assembly.

It may be prudent for some of the work tasked to various boards and commissions to be consolidated, as well as bringing together likeminded commissioners from various, currently separate commissions to better fill the seats on boards or commissions with historically low numbers.

Refining boards and commissions to meet the current and evolving advisory needs of the city and the assembly may provide more timely and useful guidance. Boards and commissions provide an essential pathway for community input, and therefore should reflect the needs and direction for the city to grow and address opportunities and challenges for our community.

Fiscal Note

At this time, there is no intention to create a fiscal burden in addressing any changes to our board and commission structure. However, we do recognize that any changes made can have effects on the need for staff support to existing and future board and commission needs. It is the intent of having this discussion to optimize staff and community commitments.

Recommendation

Direct the Administrator to work with staff and board and commission leadership to develop options for consolidation or sunset of certain boards and commissions.

Municipal Boards/Commissions/Committees Monthly Meeting Schedule 2020-2021					
ENTITY	CHAIR	Day of Month	Time	Location	Liaisons
Animal Hearing	Susan Royce	Meets as needed			*NA
Building Department Appeals		Meets as needed			*NA
Climate Action Task Force	Elizabeth Bagley	1st and 3rd Tuesday	6:30 PM	Harrigan Centennial Hall	*NA
Employment Relations Board	Leigh Kainulainen	Meets as needed	Varies	Harrigan Centennial Hall	*NA
Gary Paxton Industrial Park Board	Scott Wagner	Varies	3:00 PM	Harrigan Centennial Hall	Christianson/Eisenbeisz
Health Needs/Human Services	Charlie Woodcock	3rd Wednesday	Noon	Harrigan Centennial Hall	Duncan/Knox
Historic Preservation	Roberta Littlefield	2nd Wednesday	6:00 PM	Harrigan Centennial Hall	Duncan
Investment Committee	Mike Reif	Meets as needed	Varies	City Hall Conference Room	Christianson
Library	Nicole Filipek	First Wednesday	6:00 PM	Zoom	Nelson/Christianson
Local Emergency Planning	Craig Warren	2nd Thursday	Noon	Harrigan Centennial Hall	Nelson
Parks & Recreation	James Poulson	2nd Tuesday	Noon	Harrigan Centennial Hall	Mosher
Planning & Zoning	Chris Spivey	1st and 3rd Wednesday	7:30 PM	Harrigan Centennial Hall	Christianson/Knox
Police & Fire	Gregg Olson	4th Wednesday	6:00 PM	Harrigan Centennial Hall	Nelson/Christianson
Port & Harbors (<i>no summer meetings</i>)	Dave Gordon	2nd Wednesday	6:00 PM	Harrigan Centennial Hall	Knox/Christianson
Tree & Landscape	Deb Miller	2nd Wednesday	5:00 PM	Zoom	Himschoot
Informational					
SEDA	<i>Trevor Harang</i>	<i>1st Thursday</i>	<i>Noon</i>	<i>Harrigan Centennial Hall</i>	Mosher/Nelson
Sitka Tribe of Alaska (STA)	<i>Woody Widmark</i>	<i>3rd Wednesday</i>	<i>6:30 PM</i>	<i>Community House</i>	Eisenbeisz/Mosher
School Board		<i>1st Wednesday</i>	<i>6:00 PM</i>	<i>Harrigan Centennial Hall</i>	Himschoot/Duncan
Emergency Operations Center		<i>Meets as needed</i>	<i>varies</i>	<i>Fire Department Classroom</i>	Christianson
Bolded Boards/Commissions/Committees Liaison Required by Ordinance.					
*Don't meet often enough to need a liaison					<i>Revised: May 20, 2021</i>