



# 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 Kevin Mosher,  
Vice Deputy Mayor Crystal Duncan,  
Thor Christianson, Chris Ystad,  
Timothy Pike, JJ Carlson*

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

---

Tuesday, July 11, 2023

6:00 PM

Assembly Chambers

---

#### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

V. CORRESPONDENCE/AGENDA CHANGES

[23-088](#) Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

[HCH Quarterly Report 2023](#)

VI. CEREMONIAL MATTERS

[23-087](#) Citation - Commemorating the 25th anniversary of the Memorandum of Understanding between the Sitka Tribe of Alaska and the City and Borough of Sitka

Attachments: [Citation - 25th Anniversary.](#)

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

**VIII. 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.*

**IX. CONSENT AGENDA**

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

- A**     [23-084](#)     Approve the June 13 and June 27 Assembly minutes

**Attachments:** [Consent and Minutes](#)

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- B**     [23-085](#)     Reappoint 1) Mary Ann J. Hall to a three-year term on the Local Emergency Planning Committee (Category - Members of the Public) and 2) Bert Stedman to a three-year term on the Investment Committee

**Attachments:** [Motion](#)

[Hall LEPC](#)

[Stedman Investment](#)

**XI. UNFINISHED BUSINESS:**

- C**     [ORD 23-13](#)     Amending Title 6 "Business Licenses and Regulations" of the Sitka General Code by updating Chapter 6.19.030 "Permit Required for Commercial Operations Involving Organized Excursions in Areas Subject to this Chapter"

**Attachments:** [Motion Ord 2023-13](#)

[02 Memo Ord 2023-13](#)

[03 Ord 2023-13](#)

**XII. NEW BUSINESS:**

- D**      [23-086](#)      Board of Adjustment: Request for reconsideration, under the Zoning Code, of the conditional use permit approved to Youth Advocates of Sitka for a quasi-institutional home at 3411 Halibut Point Road. The request is filed by Carolyn Black and surrounding neighbors of 3411 Halibut Point Road.
- Attachments:** [BOA Procedures](#)  
                                 [0-Memo\\_YAS Appeal\\_CUP Reconsideration](#)  
                                 [1-Reconsideration Process Flow Chart](#)  
                                 [2-Motion Sheet](#)  
                                 [3-Request for Reconsideration](#)  
                                 [4-Draft Board of Adjustment Decision 6.13.23](#)  
                                 [5-Appeal Hearing Materials](#)
- E**      [ORD 23-14](#)      Amending Title 4 “Revenue and Finance” of the Sitka General Code by updating Chapter 4.09 “Sales Tax” (1st reading)
- Attachments:** [Motion Ord 2023-14](#)  
                                 [Ord 2023-14](#)
- F**      [ORD 23-15](#)      Proposing to amend Title 4 “Revenue and Finance”, Chapter 4.09 “Sales Tax”, of the Sitka General Code by adding a seasonal sales tax increase of one additional percentage point in section 4.09.010 “Levy of sales tax” and adding section 4.09.120 “Exemption from seasonal sales tax increase”; and, submitting the question of such an amendment to the qualified voters at the regular election on October 3, 2023 (1st reading)
- Attachments:** [Motion Ord 2023-15](#)  
                                 [Memo Ballot Prop Seasonal Sales Tax FINAL](#)  
                                 [Ord 2023-15](#)
- G**      [ORD 23-16](#)      Proposing to amend Article II “The Assembly”, Section 2.11 “Prohibitions”, of the Home Rule Charter of the City and Borough of Sitka, by permitting school board members to hold municipal employment, other than with the school district, during their term of office and the year after vacating office; and, submitting the question of such an amendment to the qualified voters at a regular election on October 3, 2023 (1st reading)
- Attachments:** [Motion Ord 2023-16](#)  
                                 [Memo Municipal Employees School Board](#)  
                                 [Ord 2023-16](#)  
                                 [Legal Opinions](#)

**XIII.      PERSONS TO BE HEARD:**

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

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

*Not anticipated.*

**XVI. 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 and Special Assembly meetings are livestreamed through the City's website and YouTube channel, and aired live on KCAW FM 104.7. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, MMC, Municipal Clerk  
Publish: July 7*