

CONSENT AGENDA

POSSIBLE MOTION

I MOVE TO APPROVE THE CONSENT AGENDA
CONSISTING OF ITEMS A, & B.

I wish to remove Item(s) _____

REMINDER – When making the motion to approve the consent agenda, please read the title of each item being voted on that is included in the consent vote.

If this item is pulled from the consent agenda the following motion would be in order:

POSSIBLE MOTION

I MOVE TO approve the minutes of the June 23 Assembly meeting.



CITY AND BOROUGH OF SITKA

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

Minutes - Draft

City and Borough Assembly

*Mayor Steven Eisenbeisz,
Deputy Mayor Timothy Pike,
Vice Deputy Mayor JJ Carlson,
Kevin Mosher, Scott Saline,
Thor Christianson, Katie Riley*

*Municipal Administrator: John Leach
Municipal Attorney: Rachel Jones
Municipal Clerk: Sara Peterson*

Tuesday, June 23, 2026

6:00 PM

Assembly Chambers

REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Present: 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

V. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

[26-109](#)

Reminders, Calendars, and General Correspondence

VI. CEREMONIAL MATTERS

[26-110](#)

Service Award - Timothy Pike

Mayor Eisenbeisz recognized Timothy Pike for his service on the Assembly.

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

[26-111](#)

- 1) Sitka Tribe of Alaska Tribal Council
- 2) Department Quarterly Reports - Finance, Police

Sitka Tribal Chairwoman Yeidikook'aa reported on Sitka Tribe of Alaska activities. Finance Director Brooke Volschenk reviewed the interim financial statements and Police Chief Michael Hall gave a quarterly report. Sitka School District Superintendent Deidre Jenson provided an update.

VIII. PERSONS TO BE HEARD

Austin Cranford commented on the public records online portal.

IX. CONSENT AGENDA

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

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

- A** [26-112](#) Approve the minutes of the June 9 Assembly Meeting

This Item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B** [26-113](#) Reappoint Bert Stedman to a three-year term on the Investment Committee

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

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

XI. UNFINISHED BUSINESS:

- C** [ORD 26-14](#) Making supplemental appropriations for fiscal year 2026 (Secure Rural Schools)

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

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

- D** [ORD 26-15](#) Amending Title 22, "Zoning" of the Sitka General Code for the Gary Paxton special zone

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

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

XII. NEW BUSINESS:

New Business First Reading

- E** [ORD 26-16](#) Amending Title 4 "Revenue and Finance" of the Sitka General Code by Amending Chapter 4.25 "Sales Tax", Section 4.25.330 "Security - Limitations - Sales of Security Deposit at Auction - Bond"
- Finance Director Brooke Volschenk provided an introduction. Discussion clarified that the proposed code update reflected existing practices, included updated language, and had undergone significant legal review.
- A motion was made by Carlson that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**
- Yes:** 7 - Christianson, Mosher, Eisenbeisz, Pike, Carlson, Saline, and Riley

XIII. PERSONS TO BE HEARD:

None.

XIV. REPORTS

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

Administrator - Leach reported on Fiscal Year 2027 work, noted a visit from Independent US House candidate Bill Hill, and thanked the Police and Fire Departments for their response to the U.S. Coast Guard accident.

Attorney - Jones provided an update on current projects including the online records request system, centralized lease management software, and code recodification.

Clerk - Bayne reviewed the upcoming meeting schedule, reported vacancies on boards and commissions, noted candidate filing dates for the vacant Assembly seat and upcoming vacancies to be filled in the October 6 regular municipal election.

Other - Carlson gave an update on the Sitka Walkability Advocacy Collab.

XV. EXECUTIVE SESSION

- F** [26-114](#) Screening of Municipal Administrator applicants
- A motion was made by Christianson to go into executive session to review the applications submitted for the municipal administrator position, under the statutory category of discussing subjects that may tend to prejudice the reputation and character of an individual and invite in Assistant Municipal Administrator Joshua Branthoover. It was moved to exclude the Municipal Administrator and Municipal Attorney. The motion PASSED by the following vote.**
- Yes:** 7 - Mosher, Pike, Riley, Christianson, Saline, Eisenbeisz, and Carlson
- The Assembly was in executive session from 7:17 p.m. to 8:05 p.m.
- A motion was made by Carlson to reconvene as the Assembly in regular session. The motion PASSED by unanimous consent.**
- Eisenbeisz stated, "The Assembly met and reviewed applications for the Municipal

Administrator and the recruitment process will continue."

XVI. ADJOURNMENT

A motion was made by Carlson to ADJOURN. Hearing no objection, the meeting ADJOURNED at 8:06 p.m.

ATTEST: _____
Holley Bayne, CMC
Acting Municipal Clerk