



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 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, November 25, 2025

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

[25-170](#)

Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

[2025 End-of-Season Tourism Survey Results](#)

VI. CEREMONIAL MATTERS

None.

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

[25-163](#)

- 1) Sitka School Board - Phil Burdick
- 2) Early Childhood Coalition - Kari Sagel and Rachel Roy
- 3) Department Quarterly Reports - Planning & Community Development, Assessing, and Finance

Attachments: [Special Reports](#)

[Planning & Community Development Quarterly Report](#)

[Assessing Quarterly Report](#)

[FY2025 Interim Financial Statements](#)

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 [25-164](#)

Approve the minutes of the November 10 Assembly meeting

Attachments: [Consent and Minutes](#)

B [25-165](#)

Approve a retail marijuana store license renewal application for Island Girl Cannabis, LLC at 224 Smith Street Suite A

Attachments: [Motion Memos](#)

[37930 DBA Island Girl Cannabis 2025-2026 Renewal Notice](#)

[37930 DBA Island Girl Cannabis 2025-2026 MJ Renewal Application x3](#)

C [ORD 25-27](#)

Making supplemental appropriations for fiscal year 2026 (Replace Harbor Outboards for 32' Munson) 1st reading

Attachments: [Motion](#)

[Memo Ord 2025-27](#)

D [ORD 25-28](#)

Making supplemental appropriations for fiscal year 2026 (E911 Phone Consoles) 1st reading

Attachments: [Motion](#)

[Memo Ord 2025-28](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- E [25-159](#) Reappoint: 1) Joshua Badder to a three-year term on the Port and Harbors Commission and 2) Devon Calvin to a three-year term on the Tourism Commission, and

Appoint: Adam Vail to a three-year term on the Sustainability Commission

Attachments: [Motion](#)

[Joshua Badder - Port and Harbors](#)

[Devon Calvin - Tourism Commission](#)

[Adam Vail - Sustainability](#)

XI. **UNFINISHED BUSINESS:**

None.

XII. **NEW BUSINESS:**

- F [ORD 25-26](#) Authorizing a property tax exemption for the Center for Community for the property located at 700 Katlian Avenue (1st reading)

Attachments: [01 Motion](#)

[02 Memo](#)

[03 Ord 2025-26](#)

[04 CenterforCommnonprofitapanddocs992025](#)

[05 CenterforCommLetter992025](#)

[06 DENIALLetterMANDEducational91825](#)

[07 COMMUNITY PURPOSE EXEMPTIONSPcedure10012025LR](#)

[08 CPCityCodeandAkStatute992025](#)

[09 PropRecord Card](#)

[10 SEARHC Lease Amendment - 04.29.24](#)

[11 Sitka Vision Lease - 2020-23-signed](#)

- G [25-166](#) Approve the 2025-2028 Sitka Fire Fighters Union International Association of Fire Fighters (IAFF), Local 5168 Collective Bargaining Agreement

Attachments: [Motion](#) [Memo IAFF CBA](#)

- H [25-167](#) Discussion / Direction / Decision on the recruitment process for a Municipal Administrator

Attachments: [Salary Survey](#) [Job Description](#)

[Calendars](#)

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 907.747.1811. 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
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