

CONSENT AGENDA

POSSIBLE MOTION

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

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 January 8 and 13 Assembly meetings.



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*

Thursday, January 8, 2026

6:00 PM

Assembly Chambers

SPECIAL MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. RECITAL OF LANDS ACKNOWLEDGEMENT

IV. ROLL CALL

Christianson left at 7:26 p.m.

Present: 6 - Christianson, Mosher, Pike, Carlson, Saline, and Riley

Absent: 1 - Eisenbeisz

V. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

VI. PERSONS TO BE HEARD

Nalani James requested a designated sign and location for taxis to operate at Harrigan Centennial Hall.

VII. NEW BUSINESS:

A [26-001](#)

Preliminary Discussion / Direction for the FY2027 Municipal Budget
(Assembly action may be taken)

Municipal Administrator John Leach provided an introduction on the FY27 budget process. Finance Director Brooke Volschenk noted current fiscal pressures and reviewed each staff resource proposal request. Assembly consensus was to include all

Administrator recommended resource proposals and FY26 contribution amounts in the draft FY27 budget. The Assembly requested that the *Zoning Code Update & Amendments* proposal be reduced from \$100,000 to \$75,000, and that a supplemental appropriation of \$25,000 be brought forward in the current budget cycle to address high priority zoning code amendments. The Assembly also requested that the *Increase Head Lifeguard to 1.0 FTE* proposal be revisited later in the budget process, as it was not currently included in the FY27 draft budget.

B [26-002](#)

Discussion / Direction of the FY2027 Municipal Budget, if needed, as it relates to the General Fund and other Funds (Assembly action may be taken)

Carlson requested to review CPV fund data.

VIII. PERSONS TO BE HEARD:

None.

IX. ADJOURNMENT

A motion was made by Mosher to ADJOURN. Hearing no objections, the meeting ADJOURNED at 8:21 p.m.

ATTEST: _____

Sara Peterson, MMC
Municipal Clerk



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Minutes - Draft

City and Borough Assembly

*Mayor Steven Eisenbeisz,
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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, January 13, 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.

[26-010](#)

Reminders, Calendars, and General Correspondence

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)

[26-003](#)

Department Quarterly Reports - Public Works and Harrigan Centennial Hall

Quarterly reports were given by Public Works Director Mark Seavey and Harrigan Centennial Hall Manager Tony Rosas.

VIII. PERSONS TO BE HEARD

Kyle Larson spoke about demographic destabilization. Leah Mason commented on her application for the Sustainability Commission.

IX. CONSENT AGENDA

A motion was made by Christianson that the Consent Agenda consisting of items A, B, & C be APPROVED. The motion PASSED by the following vote.

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

- A** [26-004](#) Approve the minutes of the December 30 Assembly meeting

This item was APPROVED ON THE CONSENT AGENDA.

- B** [26-005](#) Approve a liquor license renewal application for American Legion Post #13 at 205 Lincoln Street

This item was APPROVED ON THE CONSENT AGENDA.

- C** [RES 26-01](#) Adopting an alternative allocation method for the FY26 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 18: CENTRAL SOUTHEAST AREA (first and final reading)

This Item was APPROVED ON THE CONSENT AGENDA.

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- D** [26-006](#) Reappoint Jeff Budd to a three-year term on the Library Commission and Appoint James Rogers and Courtney Lecrone to three-year terms on the Animal Hearing Board under the Category of Animal Keeper

A motion was made by Mosher 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:

- E** [26-008](#) Approve the professional services contract between the City and Borough of Sitka and Element Agency LLC for Visit Sitka Services (postponed at the December 16, 2025 meeting)

Carlson noted the increase in the contract amount compared to the prior contract and clarified that the majority of the funding would come from the Visitor Enhancement Fund.

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

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

XII. NEW BUSINESS:

New Business First Reading

F [ORD 26-01](#) Making supplemental appropriations for fiscal year 2026 (Childcare Study)

Sponsors Christianson, Pike, and Mosher explained the request and scope of work, including a needs analysis and program framework, to be completed by Southeast Childhood Collective.

Annette Evans, Kari Sagel, Deidre Jensen, Lauren Wild, and Margaret Galanin spoke in support.

A discussion of the Assembly ensued. Members expressed support, citing the need to increase childcare capacity, noting that childcare was a goal identified in the Strategic Plan, and thanked the Health Needs and Human Services Commission for its prior work on the issue.

A motion was made by Mosher 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

Additional New Business Items

G [26-007](#) Approve the Sixth Amendment to Employee Agreement between City and Borough of Sitka and John Leach, dated January 14, 2026 (possible executive session)

Sponsors Pike, Mosher, and Eisenbeisz offered comments. It was clarified that the discussion item originated with Assembly members, not Administrator Leach. Assembly members discussed recruitment challenges, the need for cross-training, and the importance of competitive compensation. The amendment would extend Leach's employment agreement to December, if needed, and included a salary increase.

A motion was made by Christianson that this Item be APPROVED. 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 provided an update on upcoming work related to legislative

priorities and the state of the city report. He also summarized a recent meeting with Senator Stedman.

Liaison Representatives - Pike reported on the Sustainability Commission, Riley reported on the Planning Commission, and Saline noted plans for a public meeting regarding bear resistant garbage cans.

Clerk - Peterson provided an update on board/committee vacancies, reviewed the upcoming meeting schedule, and told of an upcoming code rewrite project.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

A motion was made by Christianson to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:32 p.m.

ATTEST: _____
Sara Peterson, MMC
Municipal Clerk