



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,
Chris Ystad, Thor Christianson*

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

Tuesday, June 24, 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

[25-087](#) Reminders, Calendars, and General Correspondence

Attachments: [Reminders and Calendars](#)

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)

[25-085](#) 1) Sitka Tribe of Alaska Tribal Council, Yeidikook'áa Dionne Brady-Howard
2) Department Quarterly Report - Finance

Attachments: [Special Reports](#)

[FY2025 Q2 Interim Financial Statements_rs](#)

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** [ORD 25-17](#) Authorizing the Administrator to contract with the State of Alaska Office of Administrative Hearings re: appeal of Planning and Zoning Commission's decision on cell tower variance (P&Z No. Var 25-01) 1st reading

Attachments: [CONSENT](#)

[Motion Ord 2025-17](#)

[Ord 2025-17](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

None.

XI. UNFINISHED BUSINESS:

- B** [ORD 25-16](#) Authorizing the vacation and sale of a 14,847 square foot portion of the Neva Street right-of-way

Attachments: [Motion Ord 2025-16](#)

[Memo Ord 2025-16](#)

[Subdivision Replat & Planning Commission Materials](#)

- C** [ORD 25-15](#) Making supplemental appropriations for fiscal year 2026 (Marine Vessel Haul Out and Shipyard Supplemental Appropriations)

Attachments: [Motion Ord 2025-15](#)

[Memo - Haul Out Supplemental Appropriation](#)

[Ord 2025-15](#)

- D** [ORD 25-13](#) Amending the City and Borough of Sitka Personnel Policies Handbook

Attachments: [Motion Ord 2025-13](#)

[Memo Personnel Policies Handbook Update](#)

[Ordinance 2025-13](#)

[Ordinance 2021-41](#)

[Draft Updated Personnel Policies Handbook Complete](#)

[Draft Updated Personnel Policies Handbook Color Coded Complete](#)

- E [ORD 25-14](#) Making supplemental appropriations for fiscal year 2026 (Administration Department Supplemental Appropriations)

Attachments: [Motion Ord 2025-14](#)

[01 Memo - Reorganization Supplemental Appropriation](#)

[02 Reorg and Comp Study](#)

[03 Memo on Sitka Org. issue Final Mar 21 2024](#)

[04 Job Description Assistant Municipal Administrator FINAL 07.01.25](#)

[05 Ord 2025-14](#)

XII. NEW BUSINESS:

New Business First Reading

- F [ORD 25-18](#) Proposing to amend Section 20.01 "Sitka Community Hospital Dedicated Fund" of the Home Rule Charter and, submitting the question of such an amendment to the qualified voters at the regular election on October 7, 2025

Attachments: [Motion](#)

[Memo charter amendment](#)

[Ord 2025-18 BALLOT PROP Article XX_final](#)

Additional New Business Items

- G [25-086](#) Consideration and award of the request for proposals submitted for the available funds in the Fisheries Enhancement Fund

Attachments: [01 Motion](#)

[02 Memo](#)

[03 FY25 Requests](#)

[04 RFP Advertisement 2025](#)

[05 ALFA Application 2025](#)

[06 SSSC Application 2025](#)

[07 STA Application 2025](#)

[08 ORD 2006-38](#)

[09 Previous Amounts Awarded](#)

- H [RES 25-10](#) Opposing the proposed expansion of the definition of "local contributions" and its impact on local supplemental support for schools (1st and final reading)

Attachments: [Motion Res 2025-10](#)

[Res 2025-10](#)

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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