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 JJ Carlson,
Vice Deputy Mayor Chris Ystad,
Kevin Mosher, Scott Saline,
Thor Christianson, Katie Riley

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

Tuesday, October 13, 2026 **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

26-187 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)

26-186 Department Quarterly Reports - Public Works and Harrigan Centennial Hall

Attachments: Special Reports
PW Quarterly Report Final
HCH Quarterly Report 2026 (Julyl 1-September 30, 2026)

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 26-185 Approve the minutes of the September 22 Assembly meeting

Attachments: Consent_Minutes

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

See Item K

XI. UNFINISHED BUSINESS:

B ORD 26-23 Amending Title 22, “Zoning,” of the Sitka General Code to promote the construction of Accessory Dwelling Units (ADUs)

Attachments: Motion Ord 2026-23
Memo ADU Ordinance
Changes Highlighted_ORD 2026-23 ADU Code Amendment
Ord 2026-23

C ORD 26-24 Making supplemental appropriations for fiscal year 2027 (Lincoln Street Project)

Attachments: Motion Ord 2026-24
Memo_Lincoln Street Project
Ord 2026-24

D ORD 26-25 Making supplemental appropriations for fiscal year 2027 (Transfer Station Compactor Repairs)

Attachments: Motion Ord 2026-25
Memo_Transfer Station Compactor Repairs
Ord 2026-25

E ORD 26-26 Making supplemental appropriations for fiscal year 2027 (AlaskaEx Disaster Response Training)

Attachments: Motion Ord 2026-26
Memo_AKExApproriation
Ord 2026-26
24 SHSP - City and Borough of Sitka - Amendment 4- DHSEM

F 26-174 Approve the Employment Agreement between the City and Borough of Sitka and Gerrie Cotter as Municipal Administrator (possible executive session)

Attachments: Cotter Municipal Administrator Employment Agreement 2026 (1)

G 26-175 Approve the Municipal Clerk's Certificate of Election

Attachments: Certificate of Election_Final_Signed

H 26-176 Recognition of outgoing Mayor Eisenbeisz and Assembly Member Ystad - followed by a short recess

Attachments: Recognize Outgoing Members
Eisenbeisz award
Ystad award

XII. NEW BUSINESS:

I 26-177 Oath of Office - Newly Elected Officials

Attachments: Oaths

J 26-178 Discussion / Direction / Decision on filling the vacant Assembly seat and potential appointment

Attachments: Process outline
Draft_Notice Vacant Assembly Seat 101426

K 26-179 Appoint Chris Ystad to a 2-year term on the Gary Paxton Industrial Park Board

Attachments: Motion_Ystad Application

L 26-180 Approve a liquor license renewal application for Sitka Lodge No. 1350 Loyal Order of Moose, Inc at 337 Lincoln Street

Attachments: Motion_Memos_Application

M 26-181 Approve a retail marijuana store license renewal application for Island Girl Cannabis LLC at 224 Smith Street Suite A

Attachments: Motion_Memo_Application

N 26-182 Discussion / Direction / Decision on Arctic Blue Waters Alaska Inc. Purchase Agreement Extension Request (possible executive session)

Attachments: 1_Process Outline
2_45 day cure letter
3_Memo_GPIP Director Arctic Blue Water Alaska extension request
4_Letter to Garry White, Director, Members of the GPIP Board , July 10th, 2026
5_Letter to Garry White, Director, Members of the Assembly , September 22nd,
6_GPIP Meeting Minutes from July 16
7_signed 2021 agreement
8_Amendment #1 - ABWAI Purchase Agreement (raw water for export)

O 26-183 Discussion / Direction / Decision on rescheduling the December 8 & 22 Assembly meetings (due to the Alaska Municipal League Conference)

Attachments: Rescheduling

P 26-184 Assignments: Deputy Mayor, Vice Deputy Mayor, and Assembly Liaisons

Attachments: Appoint Deputy and Vice Deputy Mayor 2026
LIAISONS 2026-2027

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

Possibly Items F and/or N

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 907.747.1826. 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 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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