

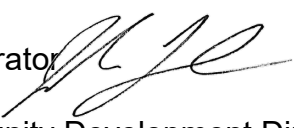



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Mayor Eisenbeisz and Assembly Members

Thru: John Leach, Municipal Administrator 

From: Amy Ainslie, Planning & Community Development Director 

Date: January 13, 2025

Subject: FY24 Historic Preservation Grants for Certified Local Governments: Sitka Woman's Club's

Background

The Sitka Woman's Club (SWC) has requested that the City & Borough of Sitka (CBS) apply for a pass-through grant under the Historic Preservation Fund Grant for Certified Local Governments to support the continued restoration of the historic Sitka Woman's Clubhouse, also known as Cottage by the Sea. This building was added to the National Register of Historic Places in 2024. The Historic Preservation Commission unanimously recommended approval at their regular meeting on January 8, 2025.

Under this grant, SWC seeks to replace foundational support post and floor beams that have been compromised by rot, the crawlspace will be insulated and the cloth-covered wiring that is prevalent throughout the cottage and interspersed with modern plastic-coated wiring will be inspected and remediated.

The State of Alaska Office of History and Archeology announced the FY24 grant opportunity on November 6, 2024. The application deadline is February 7, 2025.

Analysis

The subgrantee must follow all applicable federal, state and city requirements regarding procurement, entity status, and reporting. Qualified historic preservation professionals must be consulted throughout the project as directed by the State Historic Preservation Office. If awarded, a municipal subgrantee agreement must be signed prior to commencement of the project. An administrative fee will be charged to the grant in accordance with Finance Department policy.

Fiscal Note

The grant application is for a 60-40 match grant. The Sitka Woman's Club's intends to contribute \$12,990 with in-kind and donated resources and requests \$16,000 from the Historic Preservation Fund for Certified Local Governments (Federal Share). CBS retains approximately 8.5% to cover administrative costs associated with grant management and reporting requirements.

Recommendation

Approve the resolution supporting the grant application.

Documents in Application & Supporting Documentation:

- Grant Announcement
- Application
- Photos
- Budget Table

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2025-05

A RESOLUTION BY THE CITY AND BOROUGH OF SITKA
SUPPORTING SITKA WOMAN’S CLUB APPLICATION UNDER THE FY24
HISTORIC PRESERVATION FUND GRANT PROGRAM FOR CERTIFIED LOCAL
GOVERNMENTS

WHEREAS, the mission of the Sitka Woman’s Club is to create an organized center of thought and action among women of Sitka for the best interests of the community; and

WHEREAS, the “Cottage by the Sea” located at 300 Harbor Drive holds historical and social significance for the community; and

WHEREAS, the Sitka Woman’s Club’s goal through this grant application is to preserve and maintain its historic clubhouse, Cottage by the Sea/Sitka Woman’s Clubhouse; and

WHEREAS, the Sitka Woman’s Club’s proposes to contribute \$12,990 of in-kind, donated, and purchased resources to the project while requesting \$16,000 from the Historic Preservation Fund for Certified Local Governments; and

WHEREAS, the Sitka Woman’s Club’s, if awarded the grant, will be obligated to follow all applicable federal, state, and city requirements regarding procurement, entity status, and reporting. If awarded, a municipal subgrantee agreement must be signed prior to commencement of the project and an administrative fee will be charged to the grant in accordance with Finance Department policy; and

NOW BE IT RESOLVED that the Assembly of the City and Borough of Sitka hereby supports the FY24 application of the Sitka Woman’s Club’s for a \$28,990.00 grant through the Historic Preservation Fund Grant program for Certified Local Governments.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 28th day of January 2025.

Timothy Pike, Deputy Mayor

ATTEST:

Sara Peterson, MMC
Municipal Clerk

1st and final reading: 1/28/25
Sponsor: Administrator