



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, March 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

[25-055](#) 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)**

[25-046](#) 1) Sitka Tribe of Alaska Tribal Council - Yeidikook'áa Dionne Brady-Howard
2) Sitka School Board - Phil Burdick
3) Department Quarterly Report - Police Department

Attachments: [Reports](#)

[SPD Quarterly Report](#)

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** [25-047](#) Approve a liquor license renewal application for Allen Marine Tours, Inc. at Lot 6, Finn Island

Attachments: [Motion and Memos](#)

[#5746 Allen Marine Tours - Renewal Notice](#)

[#5746 - Complete Renewal Application](#)

X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B** [25-048](#) Appoint: Steve Johnson to a three-year term on the Historic Preservation Commission and Reappoint: 1) Sandra Fontaine to a three-year term on the Library Commission, and 2) Tamy Stevenson to a three-year term on the Port and Harbors Commission

Attachments: [Motion](#)

[Johnson Historic Preservation](#)

[Fontaine Library Commission](#)

[Stevenson Port and Harbors Commission](#)

XI. UNFINISHED BUSINESS:

- C** [ORD 25-05](#) Setting a special election on May 28, 2025 and submitting a question to the qualified voters to limit cruise visitation in Sitka and add Title 25 "Tourism" to Sitka General Code

Attachments: [Motion](#)

[Memo_special election_revised](#)

[Ord 2025-05 Revised3](#)

[Proposed Ord 2024-33.](#)

XII. NEW BUSINESS:

- D** [25-049](#) Discussion / Decision on the Gary Paxton Industrial Park Haul Out and Shipyard Operations
Attachments: [01 Process Motion](#)
[02 Memo CBS haul out Operations Highmark Proposal REVISED](#)
[03 RFQ](#)
[04 ITB](#)
[05 Highmark Response](#)
[06 Alaska Tactical Solutions](#)
[07 Revised GPIIP DRAFT Minutes 3.13.25](#)
- E** [25-050](#) Consideration of an appeal filed by Ryan Nichols of the Planning Commission's decision made February 19, 2025, regarding case file P 24-04, a request for a preliminary plat for a minor subdivision resulting in two lots at 305 Islander Drive in the SFLD single-family low density residential district. The property is also known as Lot Five (5), Harris Island Subdivision. The owner of record is Randall G. Nichols Revocable Trust. PULLED - tentatively rescheduled to May 13, 2025
- F** [25-051](#) Adopt the 2025 Parks and Recreation Facility Fee Schedule
Attachments: [Motion and Memo](#)
[Proposed 2025 Fee Schedule](#)
[2024 Fee Schedule](#)
- G** [25-052](#) Discussion / Direction / Decision to provide a Letter of Support and In-Kind Staff Support for ALFA's Climate Smart Community Initiative Grant application
Attachments: [ALFA Letter of Support](#)
[ALFA Grant Proposal](#)
[CSCI Info](#)
- H** [25-053](#) Discussion / Direction / Decision on the Commercial Passenger Vessel Tax Fund balance
Attachments: [Motion](#)
[Memo - CPV Fund Analysis FY25](#)
[CPV fund app](#)
- I** [25-054](#) Discussion / Direction / Decision on the Annual General Fund Grants for Non-Profit Organizations Program
Attachments: [Memo](#)
[Timeline of Events 031725](#)
[FY25 Grant app](#)

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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