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# Sitka Port and Harbors Commission

## Meeting Agenda

Wednesday May 8, 2024, 6:00 PM  
Harrigan Centennial Hall

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### Commission Members:

Andrew Callistini, Jorgen Eliason, Tyler Green,  
Dave Gordon, Justin Peeler, Shauna Thornton, Tamy Stevenson,  
Assembly Liaison: Chris Ystad

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **CORRESPONDENCE**
- IV. **AGENDA CHANGES**
- V. **PERSONS TO BE HEARD**  
*Public participation on any item off the agenda – time limit not to exceed 3 minutes for any individual.*
- VI. **APPROVAL OF MINUTES**
  - A. April 10, 2024
- VII. **REPORTS**
  - Chair:
  - Harbor Master:
  - City Staff:
  - Assembly Liaison
  - Other(s)
- VIII. **UNFINISHED BUSINESS**
  - B. Discussions on harbor parking permits
- IX. **NEW BUSINES**
- X. **ADJOURNMENT**



# Sitka Port and Harbors Commission Minutes

Wednesday, April 10, 2024, 6:00PM  
Harrigan Centennial Hall

## Port and Harbors Commission Members:

Dave Gordon, Shauna Thornton, Tamy Stevenson,  
Tyler Green, Andrew Callistini, Jorgen Eliason, Justin Peeler  
Chris Ystad (Assembly Liaison)

### I. CALL TO ORDER

Dave Gordon called to order at 6:10 PM

### II. ROLL CALL

Present: Andrew Callistini, Tyler Green, Dave Gordon & Justin Peeler  
Absent: Tamy Stevenson, Jorgen Eliason, Shauna Thornton

Staff: Harbormaster Stan Eliason, Deputy Harbormaster Mark Hodges

### III. CORRESPONDENCE

None.

### IV. AGENDA CHANGES

None.

### V. PERSONS TO BE HEARD

None.

### VI. APPROVAL OF MINUTES

A. Approval of February 15, 2024, meeting minutes  
Motion to approve the minutes as written.

**M- Peeler moved to approve the February 15, 2024, meeting minutes S-Gordon**  
**Motion passed unanimously.**

### VII. REPORTS

**1.) Harbormaster** – Eliason stated that waiting list letters were sent out March 15<sup>th</sup>, 2024. The Port Security positions have been filled. A few temporary positions have been filled. The docks are getting pressure washed. He also stated that phase 2 of the harbor condition assessment will start in May 2024. The Lift Station replacement project near Sitka Tribe of Alaska building will be encroaching on their parking lot and are requesting 6 parking stalls at the Harbor's green strip. Crescent Harbor dock repairs start in July 2024. The Sealing Cove and Thomsen Harbor parking lots were painted, Eliason harbor will be done next, thinking about buying a painting machine for that as it is a busy parking lot.

**2.) City Staff** – None.

**3.) Chair** – None

**4.) Assembly Liaison** –Received winning bid for Haul out from Western Marine Construction. Waiting for permits from government agencies as well as looking into Denali money to upgrade the electrical infrastructure. The next Assembly budget meeting will be to discuss the Enterprise funds, which includes the Harbor rates.

**Other (s)** –None

## **VIII. UNFINISHED BUSINESS**

### **Update on Seine Skiff Policy**

B. Discussion was had about the wording of the sample policy.

Motion to approve the seine skiff policy as presented.

**M-Peeler moved to approve the seine skiff policy as presented. S-Green**

**Motion passed unanimously.**

## **IX. NEW BUSINESS**

C. . **Endorse the application for Federal PDIP funding Eliason Harbor float/electrical repairs.**

Discussion was had about the federal funding; it was not endorsed by the commission.

D. **Endorse the application for the State of Alaska Municipal Harbor Matching Grant Eliason Harbor float/electrical repairs.**

Discussion was had about the State funding. Endorsed by all commission members.

E. **Establishing guidelines on the harbor parking lot.**

Discussion was had about the need for a longer term parking solution.

## **X. SET NEXT MEETING DATE AND AGENDA ITEMS**

**May 8, 2024 at 6:00 PM**

**Baranof Warm Springs moorage for vessels over 60'.**

## **XI. ADJOURNMENT**

**Dave Gordon adjourned the meeting at 7:16 PM**

DRAFT Attest: Alicia Soto, Harbor Office Manager

## MEMORANDUM

**To:** Port and Harbors Commission  
**From:** Chris Ystad  
**Date:** April 12, 2024  
**Subject:** Harbor Parking Permit

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### **Background**

Parking in Sitka's harbor parking lots has continually been a challenge for users and enforcement. In the Spring and Summer, harbor parking lots, used by harbor users and patrons of nearby businesses, are very busy and congested. Enforcement over the past couple of years has made aggressive attempts to clear the lots of derelict vehicles that accumulate. Though users are appreciative of enforcement efforts, commercial operators, as a result, have become casualties. Not only is there a lack of parking at some of the harbor facilities, but the current parking regulations don't meet the needs of operators. The parking code allows for a single day, 3 day, and 10 day parking. There is a 30 day permit available, but usage locations are restricted. Commercial operators typically go on trips ranging from 4 to 8 days, occasionally extending to 14 days or more. Despite having 10 day parking spaces in most lots, they're severely limited. Even if exclusively used by commercial operators on long trips, which they're not, there's insufficient space.

### **Analysis**

An annual commercial permit is proposed that would be purchased from the police department or harbormaster's office. Permits will be valid for individual trips up to 14 days. Parking permits will only be valid for spaces designated for 3-day (72hr) or longer parking.

Commercial operator would be defined as any business that can produce a current CFEC vessel license, or current and active guide license. The operator must have a stall in the harbor system and be in good standing with the police department and harbormaster.

### **Fiscal Note**

A permit fee is likely needed to cover administrative costs; however, research is required to determine the exact amount.