



## **SITKA POLICE AND FIRE COMMISSION**

Wednesday, May 28, 2025  
Harrigan Centennial Hall – 5:30 PM



### **AGENDA**

- A. CALL TO ORDER & ROLL CALL**
- B. AGENDA CHANGES/CORRESPONDENCE**
- C. APPROVAL OF MINUTES**  
April 23, 2025
- D. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA**
- E. PARKING CITATION HEARING BOARD**
  - 1. Robby Jarvill
- F. REPORTS**
  - 1. Chair
  - 2. Vice Chair
  - 3. Liaison Report
  - 4. Police Representative
  - 5. Fire Representative
- H. UNFINISHED BUSINESS**
- I. NEW BUSINESS**
- J. COMMISSIONER COMMENTS**
- K. SET NEXT MEETING DATE AND AGENDA ITEMS**  
Next meeting date: **Wednesday – June 25, 2025 at 5:30 PM at Centennial Hall**
- L. ADJOURNMENT**



## SITKA POLICE AND FIRE COMMISSION

Wednesday, April 23, 2025  
Centennial Hall – 5:30 PM



### Regular Meeting Minutes

#### A. CALL TO ORDER

Chair called the meeting to order at 5:30 PM.

Present: Gail Roderick, Michelle Kavouras, Leslie Young, Gregg Olson and Robert Hattle via Zoom

City Staff: Chief Warren, Chief Baty, Assemblymember Pike and Exc. Assistant Serena Wild

#### B. AGENDA CHANGES/CORRESPONDENCE

#### C. APPROVAL OF MINUTES – February 26, 2025

**Motion: Motion by Young to approve the February 26, 2025 minutes.**

**Action: Motion passed by unanimous consent.**

#### D. PUBLIC PARTICIPATION FOR ITEMS NOT ON THE AGENDA

#### E. PARKING CITATION HEARING BOARD

#### F. REPORTS

1. Chair – sat on the sprinkler waiver committee for three applications.
2. Assemblymember Pike – has been working on an electric bicycle ordinance that the attorney is reviewing and will have a new taxi ordinance coming at some point.
3. Chief Baty – recruitment is still the focus as staff is extremely short now.
4. Chief Warren – graduated another EMT class with hazmat, Firefighter I and wilderness EMT upcoming. The Fire Conference will be held in Sitka this year. FD will be participating in a mass causality drill.

#### G. UNFINISHED BUSINESS

#### H. NEW BUSINESS

1. Police Department Body Camera Discussion  
Discussion on body cameras at the police department ensued. Reason cited for not having them is a monetary one. PD would be ok with the cameras but were told by the Assembly to find their own funding source for them. If there is public interest, the Police & Fire Commission could recommend to the Assembly funding the cameras.

#### I. COMMISSIONER COMMENTS

Olson welcomed Kavouras to the Commission. Kavouras shared that National Drug Take Back Day would be happening on Saturday.

**J. NEXT MEETING DATE AND AGENDA ITEMS**

Next meeting: **Wednesday, May 28, 2025 @ Harrigan Centennial Hall**

Agenda items:

**K. ADJOURNMENT**

Chair adjourned the meeting at 6:10 PM.

# Public Safety Event Reports



# Event Activity Analysis by Time

Date Reported: 01/01/2025 - 05/22/2025



**SITKA POLICE DEPARTMENT**  
 304 LAKE ST # 102  
 SITKA, AK 99835  
 PH: (907) 747-3245

Classification	HOUR																							Total	
	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22		23
<b>ABANDONED</b>	0	2	0	0	1	0	0	0	1	0	1	0	1	0	0	0	0	0	0	1	0	0	1	0	8
Abandon Vehicle	0	2	0	0	1	0	0	0	1	0	1	0	1	0	0	0	0	0	0	1	0	0	1	0	8
<b>AGENCY ASSIST</b>	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	4
Assist Other Agency	0	0	0	0	0	0	0	0	1	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	4
<b>ANIMAL PROBLEM</b>	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Animal Ordinance Violation	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>ASSAULT</b>	0	0	1	0	1	0	1	0	0	0	2	1	0	2	0	2	0	1	0	0	1	4	1	2	19
Aggravated Assault - Weapon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	2
Aggravated Assault, Family, Knife/Cut Instr	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Aggravated Assault, Family, Strongarm	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Aggravated Assault, Gun	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
Aggravated Assault, Police Officer, Oth Weapon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Intimidation (Includes Stalking)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Simple Assault	0	0	1	0	1	0	1	0	0	0	1	1	0	1	0	1	0	0	0	0	1	3	0	1	12
<b>BURGLARY</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	3
Burglary, Forced Entry Nonresidence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Burglary, Forced Entry Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Burglary, Unforced Entry Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1
<b>CIVIL PROBLEM</b>	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	2
Civil Dispute	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	2
<b>DAMAGED PROPERTY</b>	0	0	0	0	0	0	0	0	1	0	1	1	0	1	1	2	0	1	0	0	0	0	0	1	9
Criminal Mischief	0	0	0	0	0	0	0	0	0	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	3
Damaged Property, Business	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Damaged Property, Private	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Damaged Property, Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	1	0	0	0	0	0	1	4
<b>DEATH</b>	0	0	0	0	0	0	0	0	0	0	0	1	1	2	1	1	0	0	0	1	0	0	0	0	7
Suicide	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Unattended Death	0	0	0	0	0	0	0	0	0	0	0	1	0	2	1	1	0	0	0	1	0	0	0	0	6
<b>DUI</b>	2	3	2	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	3	0	0	1	2	15
Alcohol	2	3	2	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2	0	0	1	2	14
Drugs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1
<b>FORGERY</b>	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Forgery Of Checks	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>FRAUD</b>	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	1	0	0	1	0	0	0	0	0	6
Fraud By Wire	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	0	0	0	0	0	0	0	0	3
Fraud, Illegal Use Credit Cards	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	0	0	0	2
Fraudulent Activities Other	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>HARASSMENT</b>	0	0	0	0	0	0	0	0	0	0	0	1	1	0	2	2	1	0	0	0	0	0	0	1	8
Electronic Communication	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1
Harassment, Other	0	0	0	0	0	0	0	0	0	0	0	1	1	0	1	2	1	0	0	0	0	0	0	1	7
<b>JUVENILE PROBLEM</b>	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1



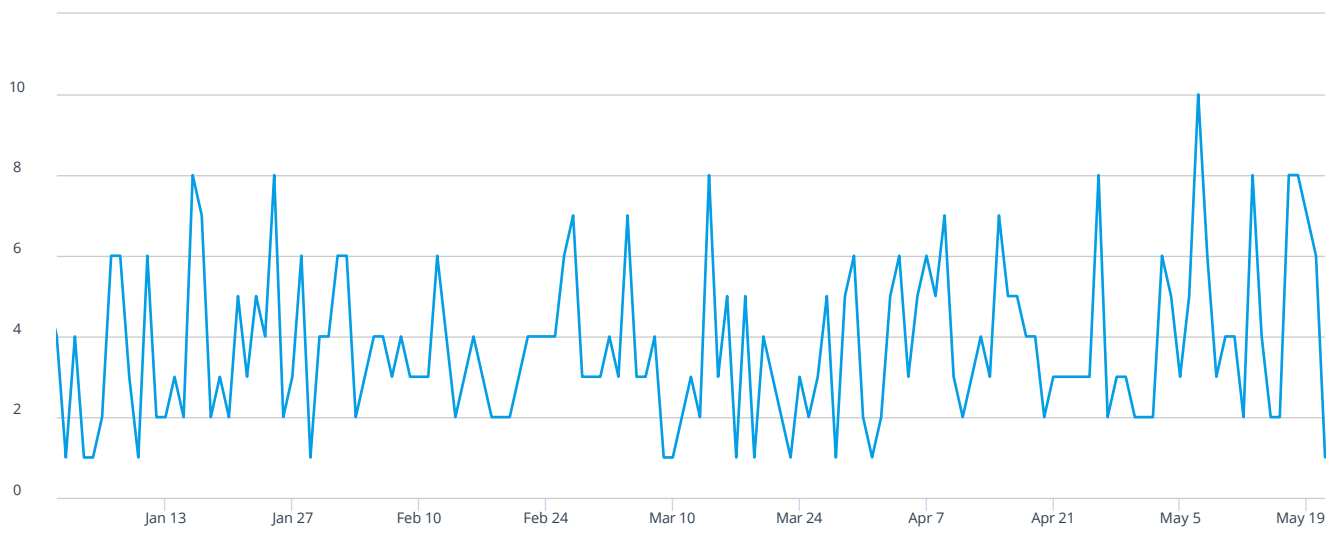
Current Year ▾ Jan 1, 2025 - May 21, 2025 ▾

**11%**  
**FIRE**  
 Percentage of Total Incidents

**89%**  
**EMS**  
 Percentage of Total Incidents

**523**  
**INCIDENTS**  
 In Selected Time Slice

**141**  
**DAYS**  
 In Selected Time Slice



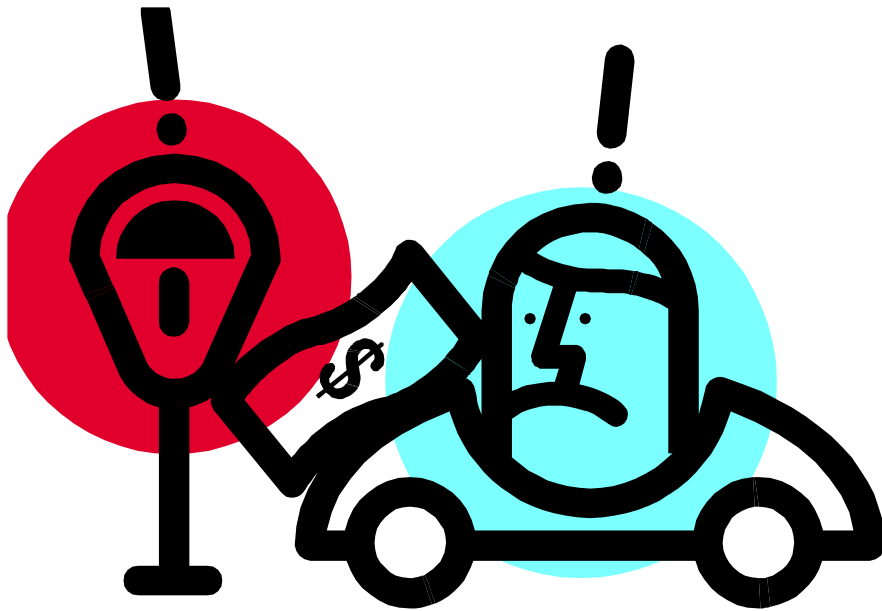
**Counts** | % Rows | % Columns | % All

	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Total
(10) Fire, other					1									1
(11) Structure Fire					1									1
(13) Mobile property (vehicle) fire	1	1												2
(14) Natural vegetation fire	1													1
(15) Outside rubbish fire		1												1
(25) Excessive heat, scorch burns with no ignition				1										1
(30) Rescue, emergency medical call (EMS), other	1			1										2
(32) Emergency medical service (EMS) incident	97	84	89	103	89									462
(34) Search for lost person			2	1										3
(35) Extrication, rescue	1													1
(41) Combustible/f... spills & leaks		1	1		1									3
(44) Electrical wiring/equipm. problem		1												1
(50) Service call, other		1												1
(51) Person in distress					1									1
(53) Smoke, odor problem			1											1

	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25	Jan '26	Total
(55) Public service assistance	1	2			1									4
(60) Good intent call, other				1										1
(61) Dispatched and canceled en route	1		3	1	1									6
(62) Wrong location, no emergency found					1									1
(63) Controlled burning	1	1		1										3
(65) Steam, other gas mistaken for smoke		1												1
(67) HazMat release investigation w/no HazMat		2												2
(70) False alarm and false call, other		1	2		1									4
(73) System or detector malfunction	2			2	1									5
(74) Unintentional system/detect... operation (no fire)	5	4	1	3										13
(91) Citizen complaint				1										1
Total	111	100	99	115	98									523



# Parking Citation Hearing Board



I move to convene as the Parking Citation  
Hearing Board

**VIOLATION**

**Nº 66866**

Date 4/19/25 Time 2357 P.M.

License No. 1M E176 State AK

Make of Vehicle TOYOTA Officer Wilson

Location Charters St 5300 AK

- Overtime Parking
- Handicap Parking Only
- Yellow Zone
- No Parking \_\_\_\_\_
- No Parking 4 A.M. to 7 A.M.
- Over 12" From Curb
- Active Load/Unloading Unattended Vehicle
- Facing Traffic
- Over 72 Hours
- Unattended Vehicle
- No Overnight Parking
- Bus Parking Only
- Other \_\_\_\_\_ 25

Expired Registration Or Failure To Display

Over 10 Day Parking

Expired Parking Permit

BAIL AMOUNT: \$ \_\_\_\_\_

**NOTES:**

**SITKA, ALASKA**

**VIOLATION**

**Nº 66867**

Date 4/19/25 Time 2353 P.M.

License No. 5CD228 State AK

Make of Vehicle HONDA Officer Wilson

Location Charters St 5300 AK

- Overtime Parking
- Handicap Parking Only
- Yellow Zone
- No Parking \_\_\_\_\_
- No Parking 4 A.M. to 7 A.M.
- Over 12" From Curb
- Active Load/Unloading Unattended Vehicle
- Facing Traffic
- Over 72 Hours
- Unattended Vehicle
- No Overnight Parking
- Bus Parking Only
- Other \_\_\_\_\_

Expired Registration Or Failure To Display

Over 10 Day Parking

Expired Parking Permit

BAIL AMOUNT: \$ 25

**NOTES:**

**SITKA, ALASKA**

### **11.45.230 Parking method.**

- A. Except where angle or vertical parking is designated, every vehicle stopped or parked upon a roadway shall be so stopped or parked with the right-hand wheels parallel to and within 12 inches of the right-hand curb or edge of the roadway.
- B. On those roadways and parking lots signed or marked for angle or vertical parking, no person shall park or stop a vehicle other than as indicated by the signs or markings and vehicles shall not be parked or stopped so as to straddle space dividing lines or encroach into the adjacent parking space.
- C. No person may obstruct or block traffic on a roadway, except as specifically allowed by statutes, regulations or ordinances.
- D. In the event a highway includes two or more separate roadways and traffic is restricted to one direction upon the roadway, no person may stand or park a vehicle upon the left-hand side of the one-way roadway unless posted signs permit standing or parking in that location.
- E. No person may park a vehicle upon a street, roadway, alley, or vehicular way or area, for the purpose of:
1. Washing of the vehicle if the person parking the vehicle is a dealer, or agent or employee of a garage, filling station, or car wash;
  2. Repairing, or performing maintenance work on the vehicle, except repairs or maintenance necessitated by an emergency;
  3. Displaying the vehicle for sale or hire in the regular course of the person's business as a dealer for sale or hire of vehicles, except that a motor bus, sightseeing vehicle, airline service vehicle, or taxicab may park in accordance with the provisions of SGC [11.45.140](#);
  4. Storing or parking, without being attended by a driver, a vehicle to be used for hire to another person; or
  5. Commercial advertising.
- F. No person may park a vehicle on a street or highway, or a vehicular way or area for a period of time longer than 24 hours if prohibited by an official traffic-control device. (Ord. 15-11 § 4, 2015; Ord. 93-1221 § 4, 1993; Ord. 93-1215 § 4, 1993; S.G.C. § 11.40.230.)

**The Sitka General Code is current through Ordinance 25-07, passed April 22, 2025.**

Disclaimer: The city and borough clerk's office has the official version of the Sitka General Code. Users should contact the city and borough clerk's office for ordinances passed subsequent to the ordinance cited above.

[City and Borough Website: www.cityofsitka.com](http://www.cityofsitka.com)

[Hosted by General Code.](#)

**CITY AND BOROUGH OF SITKA  
APPEAL HEARING ON NOTICE OF VIOLATION  
SGC 11.45.177**

**Hearing Officer's Script**

**1. CALL TO ORDER**

This is the time for the hearing on the appeal of Robby Jarvill. I am Gregg Olson Chair of the Police and Fire Commission, for the City and Borough of Sitka. The Police and Fire Commission is the Hearing Officer as authorized under SGC 11.45.176 for this appeal. Also present is the Police and Fire Commission Secretary, who will make a recording of the hearing.

I have before me a copy of the Request for Administrative Appeal, dated April 20, 2025, requesting a hearing by the Appellant.

**2. PRESENTATION OF EVIDENCE**

Will the parties attending the hearing please come forward and identify themselves for the record?

The purpose of this hearing is to determine whether the issuance of Citation Number 66866 & 66867, alleging the violation of Parking While Facing Traffic did in fact occur. The Appellant will first present their case for issuance of the citation and present evidence on their behalf. The Sitka Police Department will then have an opportunity to respond.

Appellant, please come forward and present your evidence in opposition to the alleged violation.

PD Representative, please come forward and present your evidence in support of the alleged violation.

Does either party have anything further to present at this time?

**3. VOTING**

The Police and Fire Commission shall now discuss the findings.

Police and Fire Commission find that the:

Appeal is granted and citation is dismissed

Appeal is not granted and the parking violation stands.

The appellant is to pay the fine in the amount of \$50.00, by June 6, 2025.

**4. ADJOURNMENT**

This concludes the hearing of Robby Jarvill. I move to adjourn the Parking Citation Hearing Board.

City of Sitka  
Administrative Appeal

REQUEST FOR ADMINISTRATIVE APPEAL - PARKING CITATION

Citation No. 66867 Citation Issue Date: 4/19/25 Issuing Officer: Wilson  
Vehicle License # JCD228 Vehicle Make: Honda Reason for Citation: Facing Traffic  
Print Defendant's Name: Bobby Jarvill Date: 4/20/25  
Defendant's Signature: [Signature] Daytime Phone: [Redacted]  
Mailing Address: [Redacted] Email Address: [Redacted]

Your appeal has been scheduled for 5/28/25 at 5:30 PM before the Police & Fire Commission  
Location: 330 Harbor Drive (Harrigan Centennial Hall)

I will appear in person to for my appeal  I will only be submitting a written appeal

Before the appeal hearing a written explanation, with any legal justification cited, must be submitted for why the parking violation occurred. Failure to provide a written explanation before the appeal shall act as a waiver of the right to a hearing.

If you fail to appear and/or do not submit a written explanation, the following will happen - a default judgment will be entered against you for the maximum penalty permitted by law plus \$15 collection cost.

Office Use Only

Facts & Findings for Administrative Appeal

- Appeal is granted and citation is dismissed
- Appeal is not granted and the parking violation stands

The appellant is to pay a fine in the amount of \$ \_\_\_\_\_, by \_\_\_\_\_, 20\_\_\_\_ payable to City and Borough of Sitka and may be paid at the Utilities Office at 100 Lincoln Street, Sitka, Alaska 99835 or Sitka Police Department, 304 Lake Street, Sitka, Alaska 99835. If not paid by the above date, a \$15 collection fee shall be applied.

Any questions on the ruling of the Police & Fire Commission, please contact Executive Assistant Serena Wild at 966-5705.



SITKA POLICE DEPARTMENT  
STATEMENT FORM



Name: Robert Jarvill Date of Birth: [REDACTED]  
 Address: [REDACTED]  
 Phone: [REDACTED]  
 Location of Incident: Bottom of our Drive Way on Charteris St.  
 Person(s) Involved: Robby Jarvill

Acknowledgement Pursuant to Alaska Statute 11.56.800 - Class A Misdemeanor

I hereby attest that the following statements written by me are true to the best of my knowledge and understanding. I understand that my written statement may be presented to a magistrate or judge in lieu of my sworn testimony at a preliminary examination. I am aware that any false statement that I make may subject me to criminal punishment as a Class A Misdemeanor.

Signature: [Handwritten Signature] Date: 4/20/2025

On the morning of Easter Sunday I ~~went~~ <sup>walked</sup> down my driveway to get into my vehicle and found a ticket on both my truck and my wife's honda crv. Our waterline along the entire driveway is being replaced by Finn's Excavation for which we have an emergency permit from the city. Due to current location of the equipment and trench we were unable to park at our home. We parked all the way over as far off Charteris as possible on the mountainside of Charteris St. where vehicles regularly park for access to the Charteris Crosstrail Entrance. I don't believe parking in this location or direction warrants a parking ticket.



City of Sitka  
Administrative Appeal

REQUEST FOR ADMINISTRATIVE APPEAL - PARKING CITATION

Citation No. 66866 Citation Issue Date: 4/19/2025 Issuing Officer: Wilson  
Vehicle License # 5MF176 Vehicle Make: Toyota Reason for Citation: facing traffic  
Print Defendant's Name: Robby Jagwill Date: 4/24/25  
Defendant's Signature: [Signature] Daytime Phone: [Redacted]  
Mailing Address: [Redacted] Email Address: [Redacted]

Your appeal has been scheduled for 5/28/25 at 5:30 PM before the Police & Fire Commission  
Location: 330 Harbor Drive (Harrigan Centennial Hall)

I will appear in person to for my appeal  I will only be submitting a written appeal

Before the appeal hearing a written explanation, with any legal justification cited, must be submitted for why the parking violation occurred. Failure to provide a written explanation before the appeal shall act as a waiver of the right to a hearing.

If you fail to appear and/or do not submit a written explanation, the following will happen - a default judgment will be entered against you for the maximum penalty permitted by law plus \$15 collection cost.

Facts & Findings for Administrative Appeal

- Appeal is granted and citation is dismissed
- Appeal is not granted and the parking violation stands

The appellant is to pay a fine in the amount of \$ \_\_\_\_\_, by \_\_\_\_\_, 20\_\_\_\_ payable to City and Borough of Sitka and may be paid at the Utilities Office at 100 Lincoln Street, Sitka, Alaska 99835 or Sitka Police Department, 304 Lake Street, Sitka, Alaska 99835. If not paid by the above date, a \$15 collection fee shall be applied.

Any questions on the ruling of the Police & Fire Commission, please contact Executive Assistant Serena Wild at 966-5705.





SITKA POLICE DEPARTMENT  
STATEMENT FORM



Name: Robert Jarvill Date of Birth: [REDACTED]

Address: [REDACTED]

Phone: [REDACTED]

Location of Incident: Bottom of our Drive Way on Charter's St.

Person(s) Involved: Bobby Jarvill

**Acknowledgement Pursuant to Alaska Statute 11.56.800 – Class A Misdemeanor**

I hereby attest that the following statements written by me are true to the best of my knowledge and understanding. I understand that my written statement may be presented to a magistrate or judge in lieu of my sworn testimony at a preliminary examination. I am aware that any false statement that I make may subject me to criminal punishment as a Class A Misdemeanor.

Signature: [Handwritten Signature] Date: 4/20/2025

On the morning of Easter Sunday I walked down my driveway to get into my vehicle and found a ticket on both my truck and my wife's honda crv. Our waterline along the entire driveway is being replaced by Finn's Excavation for which we have an emergency permit from the city. Due to current location of the equipment and trench we were unable to park at our home. We parked all the way over as far off Charter's St, where vehicles regularly park for access to the Charter's Crosstrail Entrance. I don't believe parking in this location or direction warrants a parking ticket.