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# Sitka Port and Harbors Commission

## Meeting Agenda

Monday, May 12, 2025, 6:00 PM  
Harrigan Centennial Hall

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### Commission Members:

Joshua Badder, Andrew Callistini, Jorgen Eliason, Tyler Green,  
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. February 12, 2025
- VII. REPORTS**
  - Chair:
  - Harbor Master:
  - City Staff:
  - Assembly Liaison
  - Other(s)
- VIII. UNFINISHED BUSINESS**
  - None.
- IX. NEW BUSINES**
  - B. Revenue Comparisons
  - C. Stall Number Identification
  - D. Tidal Grid
  - E. Annual Moorage Discount for Prepayment
- X. SET NEXT MEETING DATE AND AGENDA ITEMS**
- XI. ADJOURNMENT**



# Sitka Port and Harbors Commission Minutes

February 12, 2025, 6:00PM

Harrigan Centennial Hall

## Port and Harbors Commission Members:

Andrew Callistini, Jorgen Eliason, Tyler Green

Justin Peeler, Joshua Badder, Shauna Thornton, Tamy Stevenson,

Chris Ystad (Assembly Liaison)

## I. CALL TO ORDER

Shauna Thornton called to order at 6:05 PM

## II. ROLL CALL

Present: Andrew Callistini, Jorgen Eliason, Tyler Green, Justin Peeler, Joshua Badder, Shauna Thornton, Chris Ystad

Excused: Tamy Stevenson

Staff: Harbormaster Stan Eliason & Alicia Soto

## III. CORRESPONDENCE

None.

## IV. AGENDA CHANGES

None.

## V. PERSONS TO BE HEARD

None.

## VI. APPROVAL OF MINUTES

A. Approval of January 15, 2025, meeting minutes

Motion to approve the minutes as written.

**M- Callistini moved to approve January 15, 2025, meeting minutes S-Green**

**Motion passed unanimously.**

## VII. REPORTS

**1.) Harbormaster** – Travelling to Juneau to attend the Alaska Association of Harbormasters & Port Administrators conference in Juneau. Harbor are starting to get busy with yacht reservations, people are inquiring about the haul out. Will be hiring some temporary seasonal employees.

**2.) City Staff** –

**3.) Chair** –None

**4.) Assembly Liaison** –Ystad stated that the invitation to bid went out 3 weeks ago to Highmark Marine. He also stated that the next GPIIP meeting will be February 20, 2025 to discuss how to move forward with how it will be operated.

**Other (s)** –None

## **VIII. UNFINISHED BUSINESS**

### **B. Presentation on Harbor Funds, including rate recommendations by Melissa Haley Finance Director.**

Finance Director, Melissa Haley, stated that the revenue for FY25 is on track and that the fund is not covering depreciation unless the raw fish tax is included. Haley proposed a 4% increase in Harbor rates, unless new revenue streams are generated. Haley also spoke about the importance of tracking tourism expenditures such as cruise scheduling and port security, so those funds don't come out of the Harbor Fund.

**Called to question to set the FY25 moorage rates to 4% increase?**

**After further discussion, roll call vote as follows:**

**Callistini-yes, Eliason- yes, Green-yes, Peeler-no, Thornton-yes , Thornton-yes**

**Motion passes 5-1**

## **IX. NEW BUSINESS**

**C. Discussions on Marine Fuel Tax – Item tabled**

**D. Discussions on stall number identification – Item moved to next meeting**

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

**March 12, 2025 at 6:00 PM**

**Discussion on stall number identification**

## **XI. ADJOURNMENT**

**Shauna Thornton adjourned the meeting at 7:25 PM**

Attest: Alicia Soto, Office Assistant

**Sponsors: Cavanaugh and Westover**

**CITY AND BOROUGH OF SITKA**

**ORDINANCE NO. 2009-55**

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING  
SITKA GENERAL CODE SECTION 4.09.010 ENTITLED "LEVY OF SALES  
TAX" TO REALLOCATE THE PERCENTAGES OF THE FISH BOX SALES  
TAX REVENUES IN THE VARIOUS CITY AND BOROUGH OF SITKA FUNDS**

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code ("SGC").

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. **PURPOSE.** Sitka General Code Section 4.09.010, entitled "Levy of Sales Tax," is amended to reallocate the percentages of the revenues from the "Fish Box Sales Tax" in the various City and Borough of Sitka ("CBS") funds as follows:

- a. 30% instead of 20% in the harbor fund;
- b. Removal of revenue percentage formerly applied to Sitka Permanent Fund;
- c. 30% instead of 20% in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the Assembly; and
- d. 40% instead of 30% in the general fund.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Chapter 4.09.010 "Levy of Sales Tax" is amended as follows (new language underlined; deleted language stricken):

**4.09.010 Levy of Sales Tax.**

\* \* \*

- C. A flat rate of ten dollars per fish box shall be levied on the packaged fish and/or seafood caught or taken and retained by fish charter customers as part of the fish charter. This tax shall be paid by the fish charter customer, collected by whoever packages the fish and/or seafood caught or taken by the fish charter customer, and is in addition to any sales tax paid based on the cost of the charter. This tax is effective January 1, 2007. For purposes of this subsection, a "fish box" means any packaging by a fish charter operator or processor of fish and/or seafood caught or taken as part of the charter by a fish charter

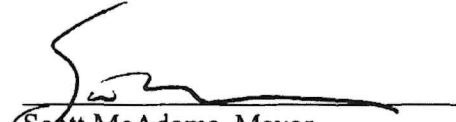
customer. The sales tax collected from this levy on fish boxes shall be deposited by the finance director in the following funds in the following ratios:

1. ~~Thirty Twenty~~ percent in the harbor fund;
2. ~~Thirty percent in the Sitka permanent fund;~~
- 2 3. ~~Thirty Twenty~~ percent in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the assembly; and
- 3 4. ~~Forty Thirty~~ percent in the general fund.

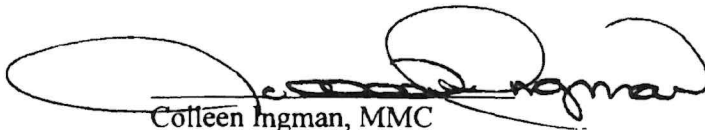
- D. Except as provided in subsection C above, all moneys accumulated under the terms of this chapter shall be deposited by the Finance Director in the general fund of the City and Borough of Sitka and shall be used for the general operating expenses of the City and Borough of Sitka in such proportion as deemed advisable from time to time by the Assembly.

5. **EFFECTIVE DATE.** This ordinance shall become effective on April 1, 2009, after passage by the City and Borough of Sitka Assembly.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska on this 24th day of March 2009.

  
Scott McAdams, Mayor

ATTEST:

  
Colleen Ingman, MMC  
Municipal Clerk



New Business #D

# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## MEMORANDUM

**To:** Port and Harbors Commission

**From:** Stan Eliason, Harbormaster

**Date:** 05-06-25

**Subject:** Grid Revenue

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*\$8,069.08 5-year average.*

2020 \$8,069.08

2021 \$6,414.10

2022 \$9,199.80

2023 \$8,392.60

2024 \$7,656.20