



Parks and Recreation Committee Minutes

Tuesday, April 11, 2023, 12:00 p.m.
Harrigan Centennial Hall

Members: Chair – James Poulson, Brandon Marx, Rich Krupa, Ben Hughey
Kevin Knox, Katherine Prussian
Assembly Liaison: Crystal Duncan

I. CALL TO ORDER

Chair James Poulson called the meeting to order at approximately 12:00 p.m.

II. ROLL CALL

Present: James Poulson, Ben Hughey, Brandon Marx, Kevin Knox, and Katherine Prussian

Absent : None.

Assembly Liaison : Crystal Duncan

Staff Present: Jess Earnshaw, Deputy Clerk

Others: None.

III. AGENDA CHANGES

None.

IV. APPROVAL OF MINUTES

A. January 17, 2023

Hughey moved to approve January 17, 2023, minutes as written. Motion passed by a unanimous voice vote.

V. REPORTS

Chair: None.

Members: Knox's reported that a new non-profit organization called the Sitka Recreation Foundation had been established to provide resources for community support to the Parks Department. Marx also gave an update on the Upper Moeller field, informing that it was now fully operational and ready to host baseball and upcoming softball tournaments. Furthermore, he expressed his gratitude to the City for their efforts in renovating the men's bathrooms.

City Staff: Michael Colliver discussed several projects that they had been involved in, including the Moeller restrooms, the operating tourism plan, the Whale Park gazebo, and the Kimsham complex. He also mentioned that his last day would be on Friday, April 14th.

Assembly Liaison: None.

Other(s): Michael Colliver received appreciation from Ben Hughey, representing Sitka Trail Works, for his dedicated efforts. Hughey expressed optimism that the HPR connector would be operational from July 1st.

VI. PERSONS TO BE HEARD (For items OFF the agenda - Not to Exceed 3 Minutes)

VII. UNFINISHED BUSINESS

B. Parks and Recreation Comprehensive Plan

Hughey gave an overview on the Swan Lake Park existing conditions and vision.

VIII. NEW BUSINESS

C. Discussion/Direction/Decision on planning contractor

Hughey explained that the Parks & Recreation Committee would like to hire Birch Raven Consulting, led by Shawn Gardner, who was the primary project manager for the NPS RTCA earlier in this initiative. He has since moved on from RTCA and the capacity of RTCA to assist with this project has diminished. Gardner was already familiar with the project and would make faster progress than other consultants. Contracting with Birch Raven Consulting would be the most efficient use of CBS time and resources for completing this project. He stated that the \$4350 would be needed to finish the scope of work.

Knox wondered if this amount was in the current budget or if would need a budget appropriation. Colliver stated that it could be absorbed in the current budget.

Knox proposed that the Municipal Administrator be authorized to approve a sum of \$4,350 for the planning contractor to carry out the designated scope of work. Motion passed unanimously by a voice vote.

D. Nominations for Vice Chair

Marx moved to appoint Ben Hughey as the Vice Chair for the Parks and Recreation Committee. Motion passed unanimously by a voice vote.

E. Commercial Use Permit Applications

Alpenglow Adventures Sitka, LLC

Laura Tierman, the owner of Alpenglow Adventures Sitka, LLC, provided a briefing on her new business. She stated that her business would have a soft launch, catering to small groups of up to four people, for one or two days a week. Hughey expressed his

excitement for the new venture, acknowledging it as a valuable service for the community.

Knox moved to recommend approval to the administrator for a permit for commercial recreational activities on city and borough lands for Alpenglow Adventures Sitka, LLC at Herring Cove to Beaver Lake, Gavan Hill, Indian River Trail, Heart Lake/Thimbleberry Trail, Medvejie Lake Trail, and Sitka Cross Trails , as it has been determined that the use as proposed: 1. Will not pollute or degrade the environment, resources, facilities, or atmosphere of the area; and 2. Will not endanger the public health, safety, and welfare; and 3. Will not significantly interfere with the use and enjoyment of the area by other members of the public. Motion passed unanimously by a voice vote.

The Boat Company

Knox moved to recommend approval to the administrator for a permit for commercial recreational activities on city and borough lands for The Boat Company at Baranof Warm Springs and Baranof Lake, as it has been determined that the use as proposed: 1. Will not pollute or degrade the environment, resources, facilities, or atmosphere of the area; and 2. Will not endanger the public health, safety, and welfare; and 3. Will not significantly interfere with the use and enjoyment of the area by other members of the public. Motion passed unanimously by a voice vote.

Sitka Bike & Hike LLC

Hughey moved to recommend approval to the administrator for a permit for commercial recreational activities on city and borough lands for Sitka Bike & Hike LLC at Cross Trail, Gavan Hill, Thimbleberry, and Beaver Lake, as it has been determined that the use as proposed: 1. Will not pollute or degrade the environment, resources, facilities, or atmosphere of the area; and 2. Will not endanger the public health, safety, and welfare; and 3. Will not significantly interfere with the use and enjoyment of the area by other members of the public. Motion passed unanimously by a voice vote.

F. Consideration of Writing a letter of support for a community garden project by Transition Sitka and Local Foods Network

Joel Hanson presented on the community gardens concept for two, ½ acre locations on Osprey and Jarvis Street. He explained the six qualifications that every garden site required and how these sites fit. He provided an overview of the timelines and tasks required to develop the gardens and how they would be managed. He had requested letters of support from other community organizations and the Sitka Tribe of Alaska.

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Marx moved the Parks and Recreation Committee draft a letter of support for Sitka Foods Network and Transition Sitka's community garden concept. Motion passed unanimously by a voice vote.

G. Discussions on the duties of the Parks, Buildings, and Grounds Supervisor

Not discussed.

- XI. PERSONS TO BE HEARD** (For items on or off the agenda - Not to Exceed 3 Minutes)
Planning and Community Development Director, Amy Ainslie, addressed the forthcoming modifications to the Parks, Buildings, and Grounds Supervisor role.

VIII. ADJOURNMENT

The next meeting would be on May 9, 2023, at noon in Harrigan Centennial Hall.

Hearing no objection, Chair Poulson called the meeting adjourned at 1:00 p.m.

Attest:
Jess Earnshaw, Deputy Clerk