



## Parks and Recreation Committee Minutes Tuesday, June 10, 2025, 12:00 p.m. Harrigan Centennial Hall

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Members: Chair –Ben Hughey, Candace Rutledge  
James Poulson, Brandon Marx, Rich Krupa,  
Steve Black, Katherine Prussian  
Assembly Liaison: Kevin Mosher

### **I. CALL TO ORDER**

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

### **II. ROLL CALL**

Present: Ben Hughey, Candace Rutledge, Katherine Prussian, Brandon Marx, and James Poulson

Absent: Steve Black, Rich Krupa (excused)

Assembly Liaison: Kevin Mosher

Staff Present: Holley Bayne, Deputy Municipal Clerk, Sara Peterson, Municipal Clerk, and Kevin Knox,  
Parks and Recreation Coordinator

Others: None.

### **III. AGENDA CHANGES**

None.

### **IV. APPROVAL OF MINUTES**

A. May 13, 2025

**Poulson moved to approve the May 13, 2025, meeting minutes. Motion passed unanimously by a voice vote.**

### **V. REPORTS**

Chair: Sitka Trail Works has been working on Mosquito Cove trail, and upcoming trail work

Members: None.

City Staff: Kevin Kox gave an update on upcoming pool repairs and maintenance and various park and recreation programs. An appropriation was approved to purchase a new 12-passenger E-transit van thanks to a donation from the Sitka Recreation Foundation. Updates were shared for the Grounds Maintenance Supervisor, which included that new sound panels were ordered for Crescent Harbor playground, the score board was installed, and new ball field signage has been designed and received.

Assembly Liaison: None.

Other(s): None.

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

Jordan Tanguay, recreation and employee specialist at SAIL, summarized a youth summer trail work program and extended an offer to collaborate with other agencies.

**VII. UNFINISHED BUSINESS**

**VIII. NEW BUSINESS**

B. Commercial Land Use Permits

**1. Alaska Yacht Charters**

Prussian moved to propose the following conditions of approval: to limit the maximum group to 6 and 1 guide for Baranof Warm Springs Dock. Motion passed unanimously by voice vote.

Marx moved to recommend approval of the commercial recreational land use permit as requested by Alaska Yacht Charters (subject to the proposed conditions of approval) and hereby make the required determinations regarding this use as listed in SGC 14.10.030(B)(1-3). Motion passed unanimously by voice vote.

**2. Maple Leaf Adventures**

Marx moved to propose the following conditions of approval: to limit the maximum group to 6 and 1 guide for Baranof Warm Springs Dock. Motion passed unanimously by voice vote.

Prussian moved to recommend approval of the commercial recreational land use permit as requested by Maple Leaf Adventures (subject to the proposed conditions of approval) and hereby make the required determinations regarding this use as listed in SGC 14.10.030(B)(1-3). Motion passed unanimously by voice vote.

**3. Sitka Wild Coast Kayaks**

Rutledge moved to recommend approval of the commercial recreational land use permit as requested by Sitka Wild Coast Kayaks and hereby make the required determinations regarding this use as listed in SGC 14.10.030(B)(1-3). Motion passed unanimously by voice vote.

C. Discussion on Memorial Bench Policy

Chair Hughey provided an introduction and background on why a memorial bench policy would be beneficial and assist with clarifying donation procedures. A discussion was had about including a third-party donation recipient, preparing a draft policy, and potential bench locations. Prussian suggested the MOA be between the nonprofit organization assisting with

the donation process and the City and Borough of Sitka (CBS), instead of the donor and CBS. Chair Hughey will work with Connor on a draft policy and Kevin will compile a list of bench locations.

**IX. PERSONS TO BE HEARD** *(For items ON or OFF the agenda – not to exceed 3 minutes)*

Ted Laufenberg expressed appreciation for the permitting changes and summarized recent improvements to the Warm Springs Bay boardwalk.

**X. ADJOURNMENT**

The next meeting would be on July 8, 2025, at noon in Harrigan Centennial Hall. Hearing no objection, Chair Hughey called the meeting adjourned at 12:45 p.m.

Attest:  
Holley Bayne,  
Deputy Municipal Clerk