



Parks and Recreation Committee Minutes

Tuesday, February 9, 2021 12:00 p.m.
Harrigan Centennial Hall / Teleconference

Members: Chair – James Poulson, Sarah Lawrie, Barbara Morse,
Brandon Marx, Rich Krupa, Susan Compagno, Ben Hughey
Assembly Liaison: Kevin Mosher

I. CALL TO ORDER

Vice Chair Lawrie called the meeting to order at approximately 12:03 p.m.

II. ROLL CALL

Present: James Poulson (arrived at 12:06 p.m.), Sarah Lawrie (teleconference), Barbara Morse (teleconference), Brandon Marx (teleconference), Ben Hughey (teleconference)

Absent: Rich Krupa (unexcused), Susan Compagno (unexcused)

Assembly Liaison: Kevin Mosher

Staff Present: Building, Grounds, and Parks Supervisor Michael Colliver, Deputy Clerk Melissa Henshaw, and Grounds Maintenance Specialist Mia Nevarez

Others: Sitka Trail Works Executive Director Lynne Brandon (teleconference), Katherine (K.K.) Prussian (teleconference), Amy Volz (teleconference)

III. AGENDA CHANGES

None.

IV. APPROVAL OF MINUTES

A. January 12, 2021

M - Marx / S – Hughey moved to approve the January 12, 2021 minutes as written. Motion passed unanimously of the five member present.

V. REPORTS

Chair: None.

Members: Lawrie reported on the Comprehensive Plan subcommittee meeting.

City Staff: Henshaw relayed she would be absent at the March meeting and the agenda/packet would be sent out early. Colliver told of line items his crew were working on; the Tree and Landscape Committee would meet tomorrow night; and told that the Parks and Recreation budget will be status quo. He introduced new Grounds Maintenance

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Specialist Mia Nevarez and stated that there was a temporary employee assisting with maintenance for grounds.

Assembly Liaison: Mosher reported that he had met with staff and was familiarizing himself with the Parks and Recreation division.

Other(s): Lynne Brandon with Sitka Trail Works reported the Cross Trail was at 9,500 plus feet and they were working on figuring out a bridge. She stated they had applied for a grant from federal highways.

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

None.

VII. UNFINISHED BUSINESS

B. Upper Moller Field Use

Marx stated the subcommittee met recently that included Don Winchester and he had met with Colliver. They had decided as a group, rather than doing a formal MOU for maintenance, they would take stock of what they had and see where they were at. There was discussion of Winchester coming to Sitka to assess and help work on the field as soon as grounds thawed. He relayed the costs and that some were covered but was hoping to obtain some funds from the city and from private group(s). He noted the importance of maintaining the field for longevity. The subcommittee had worked with the city and the new schedule was approved. He stated the cage door was broken, and the subcommittee was working on that and that they were sorting out users and allocating.

C. Funding

Colliver noted cost of operation, user fees, funding sources, grants, and other opportunity for this committee to help with. He stated that there were only funds to sustain, not build new infrastructure. Marx reminded of Ketchikan sales tax that was earmarked to parks and recreation funding; and although the timing was not appropriate now, that it may be when cruise ships come back. He also thought to obtain a Rasmussen Foundation grant. Morse mentioned that she had learned from staff that the tobacco tax was currently and would be for the near future, dedicated to the Sitka Community Hospital fund. She stated she would be willing to work on a grant in the future. Poulson thought it would be good to get the parks and recreation inline for the tobacco tax once it paid for the liabilities. Morse felt that although nothing would change soon, that it was important to let others know the interest of putting that money towards parks and recreation. Hughey noted that \$350 billion had been set aside for state and local funding through another round of CARES Act that could be coming in the future.

D. Lower Moller Field

Poulson would like to have Lower Moller Field shovel ready for if there would be money to come in that could be put toward it.

E. Goals Matrix

Not discussed.

F. Dog Park Misuse

Morse noted that people were still using the wrong fields but told of her appreciation that there was now a place to put dog waste as a garbage can had been put in the area. Colliver reminded of the 2019 goals of a dog park and pet etiquette. He said that education was needed and thought to implement location changes and rules. Ideas were to redirect pet owners to specific sites rather than heavily used spaces, have dog owners licensed for the site, put in place a fee structure to use the facility, and noted that site improvements may be needed giving the example that the fence was too low at the dog park.

G. Parks and Recreation Comprehensive Plan

Chair Poulson gave a synopsis the subcommittee meeting that consisted of Poulson, Hughey, and Lawrie. They thought to obtain help from the Forest Service. One aspect would be a budget priority. Hughey was working with the National Park Service to get assistance for a trails program. He told of the RTCA grant application process, and that they would provide technical assistance. He said he had not applied but was looking for approval or input for that. Colliver stated Public Works staff was in support and the Parks and Recreation Committee should recommend to the Administrator and possibly to the Assembly.

M - Hughey / S - Lawrie moved to give committee approval and ask for Administrator approval to proceed with a grant application with the National Park Service to continue working on creating a Parks and Recreation Comprehensive Plan. Motion passed unanimously of the five members present.

Colliver mentioned his life cycle analysis that could help in building the comprehensive plan that had a list of facilities and key components within them. He stated he was trying to implement a work order management software.

Lawrie stated the subcommittee felt there were four different areas to focus on when drafting the comprehensive plan. She stated a personal interest was building up a volunteer plan. Another area would be prioritizing. Hughey added the need of public engagement and pulling out a layout and maps for a final document.

VIII. NEW BUSINESS

H. Sitka Cycling Club Pump Track

K.K. Prussian reminded of the pump track proposal and noted she had, since the last Parks and Recreation Committee meeting, received lots of feedback. She would be meeting with city staff to relay that information. She stated that since the last meeting there had been brainstorming on location such as at the Skate park (turnaround), Kimsham complex, near

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the Hames Center. She may be able to overlay the size of the pump track to come up with a space that would work. She said that maintenance and liability could be integrated with the existing MOU or a new one created. She stated the group was looking for a recommendation that could allow further work with the city.

Morse was impressed with the work already done and she suggested working with staff on location. She said all options should be looked at and a public process should take place. Poulson explained the historic value/history for the turnaround that it was listed with the state as a historic property. Marx agreed that all options should be investigated, and a public process is important. Poulson suggested K.K. meet with staff before the next Parks and Recreation Committee meeting and then present an overlay at the next meeting. Morse reminded the Parks and Recreation Committee was a recommending body and that after vetted here it would go up the chain.

Colliver stated a meeting was planned for staff and the Sitka Cycling Club on this topic for Thursday and invited committee members, although not more than three, to attend.

IX. PERSONS TO BE HEARD (For items on or off the agenda - Not to Exceed 3 Minutes)

None.

X. ADJOURNMENT

The next meeting would be March 11, 2021 at noon in Harrigan Centennial Hall and via Zoom. Sitka Cycling Club Pump Track – overlay.

Hearing no objection, the Chair Poulson called the meeting adjourned at 1:06 p.m.

Attest:
Melissa Henshaw, Deputy Clerk