

**June 11, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** – Marx suggested to form a scheduling subcommittee that comprised of stakeholders including Krupa and others that use Upper Moller Field that would be tasked with a priority of use policy that could assist with current conflicts and scheduling.

Morse clarified the subcommittee would make recommendations to the Parks and Recreation Committee which would in turn make a recommendation to the Assembly. She wondered what the limitations/requirements were as far as members of the committee's involvement. Marx was in agreement to have two committee members form the subcommittee. Corbell clarified that she receives emails and schedules in field use on the calendar. Harold Greene, Maintenance and Operations Superintendent relayed the complications with the scheduling.

Public Comment: Randy Hitchcock stated the need for a clear policy written enforced by city staff. He recommended the subcommittee be led and organized by city staff. Morse agreed to the importance of having city staff attend the subcommittee meetings and suggested Corbell attend. Marx agreed that city staff should be involved in the subcommittee as well as having stakeholders from all interested parties and that it be by consensus. He also felt the subcommittee should follow the existing policy, would like to avoid conflicts in the future, and felt the need to address the alterations issue. Widmark addressed concerns with involving staff time and noted the three tournaments that were to take place in July. Morse felt it important for the subcommittee to come to a consensus as to what the policy means.

**M - Marx / S - Smith – moved to amend the main motion to include alterations.  
Motion passed unanimously.**

Morse felt other members of the community should be invited and thought to advertise or send a public service announcement for subcommittee meetings. Marx thought to advertise in order to solicit user groups and felt that 5 to 10 members would be involved. General consensus was to have Rich Krupa and Brandon Marx as part of the subcommittee along with Randy Hitchcock, Alicia Eells, and Karen Case among others.

Public Comment: Alicia Eells representing Sitka (Adult) Soccer requested the opportunity to be scheduled on the field two times a month. Brant Brantman manager of the Hames Center and requested a one page, very simple, priority policy to follow as well as defining a user group. Rich Krupa, Athletic Director of the Sitka High School requested information of the conflict that was discussed during the first day of high school baseball practice because he was never informed. Karen Case stated there was no need to over complicate the situation and suggested following a policy and to use civility. Jeffery Richard representing the new middle school and elementary football league, asked about the possibility of refurbishing other fields.

Widmark felt that by keeping staff out of the subcommittee meetings, it would empower the public and make a more relaxed setting.

**M - Marx / S - Smith – moved to form a Scheduling Subcommittee that follows the existing priorities of use policy and alternations to deal with Upper Moller Field. Motion passed unanimously.**

**July 9, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Marx noted the policy that was made available by (Lynne) Brandon and wondered if it should also be discussed in the subcommittee. Clarification was made by Henshaw of the current policy in place. Marx felt that clarity would be beneficial and that some of the scheduling issues are with interpreting the language in the policy. Widmark and Smith voice they were in agreement that it needed clarification. Widmark stated edits and recommendations to the policy would be first with the Subcommittee, then come to the Parks and Recreation Committee, and be forwarded on to the Assembly.

**M - Marx / S - Smith – moved to expand the Scheduling Subcommittee’s scope to address the issue of whether to clarify the field use priority, that the decision be made by consensus, and report back to the Parks and Recreation Committee. Motion passed unanimously by a voice vote of all six members present.**

Poulson clarified the process and reminded to include the goal of getting the most use out of city resources as possible.

Brandon came forward to give history on the policy that was developed with a work group when she was working for the City and Borough of Sitka as the Parks and Recreation Manager and Jim Dinley was Municipal Administrator that implemented fees.

Marx clarified that the most current policy and guidelines were in the packet and on the website and the generic statement replaced the listed out dates of use.

**August 13, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Krupa reported on the last subcommittee meeting two weeks ago. He relayed he had distributed a draft of the *athletic field use policy and guidelines* to the subcommittee stakeholders, stated it was a starting point, and solicited feedback. He was still waiting to hear from the USCG and rugby folks. He noted that most responses have been positive. He wondered if the subcommittee needed 100% consensus. Henshaw relayed the recommendation process noting that it would be by a majority vote of the Committee and Assembly. Krupa felt that the fees may need to go to an hourly rate, however would like to avoid that.

**M – Poulson / S – Smith moved to *suspend the rules* to allow for public comment. The motion passed by an unanimously by a voice vote.**

Kelli Boddy stated she would like to be invited to the subcommittee meetings and had questions on the concession stands.

**September 10, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Marx reported on the progress of the subcommittee for the *athletic use field policy* and noted the subcommittee was close to having a policy that was agreed upon. He told the basic structure of it was to set up a process that fostered lines of communication where the stakeholders were communicating amongst each other. He stated that the policy stipulated baseball and softball have priority use of the field but that it also explained how the scheduling would work noting the subcommittee would meet three times a year to map out the schedule. Marx informed that the schedule would be a block schedule with availability of a 45-day window for non-priority users to book.

**October 8, 2020 Parks and Recreation Committee meeting excerpt**

**Upper Moller Field Use** - Marx stated there was still work to do but reported that the subcommittee would meet at the end of this month and should be ready to present a recommendation that was signed off by all stakeholders. He gave details on the policy and alterations discussion and work that still needed to be done.

**November 12, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Marx stated there had been many meetings with stakeholders over the last several months and although not everyone was pleased, felt the new policy was a good compromise. He noted that it was by unanimous consent. Chair Poulson inquired of the lines. Krupa answered that they would most likely be red or gray, have the least impact, damage, harm to the field and they would be able to be washed off. Krupa told of a list of priority users that the city would have with contact information.

**M – Smith / S – Compagno moved to recommend approval of the Athletic Field Use Policy and Guidelines as it stands. Motion passed unanimously by a voice vote.**

Marx went over the changes to the document noting that it sets up a new framework with stakeholders communicating which included three meetings per year, priority use, a calendar, and a 45-day opening for non-priority users to book the field.

Public Comment: Randy Hitchcock stated that all agreed to the changes. Lynne Brandon suggested a couple of members attend the Assembly meeting and that a memo be included. Chair Poulson noted the typo and confirmed that the soccer players were OK with the color stated in the policy. Smith thanked the subcommittee for their work.

**December 10, 2019 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Henshaw noted Municipal Attorney Brian Hanson's email of concerns with regards the Athletic Field Use Policy and Guidelines. Marx stated that clarifications could be helpful. Colliver stated he and his team looked at the policy and had questions of equipment that was left out by users. Marx thought further discussions as the subcommittee level may be

needed, that they could meet in January to discuss and bring it back. He gave a rundown on the process and his understanding of Public Work's responsibility. He noted that the main goal was to have stakeholders communicate and there was a good faith obligation to work issues out.

**M – Marx / S – Morse moved to refer this back to the subcommittee to incorporate clarifications. Motion passed unanimously by a voice vote.**

**January 14, 2020 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Marx told that there would be a subcommittee meeting tomorrow to address Municipal Attorney Brian Hanson's concerns. He stated that Krupa was out of town but that he was being kept informed.

**February 11, 2020 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Krupa stated that Marx would make the changes when he returned. Randy Hitchcock told of a subcommittee meeting he attended stating that all agreed with Brian Hanson's recommendations and the policy would come back for approval at the next meeting.

**March 10, 2020 Parks and Recreation Committee meeting minutes excerpt**

**Upper Moller Field Use** - Colliver stated that staff had been working out the schedule conflicts.

**M – Smith / S - Lawrie moved to place Approval of the policy on the next agenda. Motion passed by a unanimous voice vote of the four members present.**

Lawrie offered to make the changes if Marx could not.

**April 14, 2020 Parks and Recreation Committee meeting DRAFT minutes excerpt**

**Upper Moller Field Use** - Marx stated the sub-committee met in January and made the changes recommended by the Municipal Attorney.

**M – Krupa / S – Morse moved to approve the Athletic Field Use Policy and Guidelines as written and recommend to the Assembly for approval. Motion passed unanimously.**

Marx noted the closure and wondered how folks could collect their equipment. Colliver stated that a COVID-19 execution plan would need to be submitted. He told of the closures and the locks had been changed out.