

# Working Group Meeting Notes – January 28, 2025

## 2035 Ketchikan Gateway Borough Comprehensive Plan Update

Tuesday, January 28; 2-3:30 PM at Planning Department Conference Room and via WebEx

For questions about this meeting, contact: Talya Stek, Ketchikan Gateway Borough Associate Planner, (907) 228-6618 | talyas@kgbak.us

**NEXT MEETING DATE (TENTATIVE):** Wednesday, February 19<sup>th</sup> at 2:00 PM in Ketchikan Gateway Borough Planning Conference Room and via WebEx (Virtual)

**TOPICS:** (1) Community Open House #1 Debrief; (2) Focus Group / Interview Participants and Timeline

**HOMEWORK:** (1) Review February 28<sup>th</sup> Meeting Slides and **provide recommendations** on any topic (but especially on additional partners or stakeholders that should be included in focus groups / interviews) to Margaret Friedenauer and Talya Stek; (2) **Promote the February 18<sup>th</sup> Community Meeting** to be held at **Kayhi Commons** from **4-6 PM**.

### Core Team Action Items

1. Talya to check the availability of different venues for February 18<sup>th</sup> public open house (Kayhi Commons, Library, Mall, Civic Center).
2. Staff to reach out to high school governance class as part of student engagement.
3. Meg to send working group members meeting notes, slides from this meeting and flyer for open house ad distribution with primary target of Facebook groups.
4. Core team to work on social media promotion video for project and/or open house.
5. Core team to reach out to working group members to participate in interviews.

### Discussion

See meeting slides for full review of discussion topics.

#### 1. Meeting Objectives

- Confirm the approach for the comprehensive planning process, schedule and roles.
- Share ideas about the public participation process, including the first community open house.
- Review the background information collected so far and identify knowledge gaps.

#### 2. Introductions / What Brings You to This Group:

- Previous or current experience in land use, planning, real estate.
- Keeping a pulse on community.
- Representation of Filipino Community, City of Saxman, City of Ketchikan, Ketchikan Indian Community.
- Need to improve the usability, relevance, vision of the comprehensive plan.
- Desire to improve cultural and youth engagement strategies.
- Interest in addressing tourism, housing, infrastructure, shipping costs, environmental stewardship, health care, education.

#### 3. Project Schedule (See slides)

#### **4. Roles & Communication**

- The planning commission recommends the draft comprehensive plan, the assembly adopts. The working group is an advisory group for public participation strategies and focus area topics and meets as needed throughout the project timeline.

#### **5. Public Participation**

- Public involvement and community engagement in the comprehensive plan process is a key part of the project.
- Recommendations:
  - i. Live stream the community events when possible.
  - ii. Use Facebook groups for outreach (Working group to provide ideas for which groups)
  - iii. Invite high school students to participate, esp. HS Governance
- Reviewed idea of conducting small group discussions and focus groups is introduced to gather more detailed input on specific focus.

#### **6. Background & Research / What We Know So Far**

- Themes presented from interviews conducted so far. Working group members will be invited to participate.
- Plan review conducted. This is an ongoing, working draft that will compile reports, plans, and other resources that will aid comprehensive plan drafting and development. Working group members' input is most appreciated.
- Demographics / Community Context is being reviewed by staff.
- All results and notes are posted to project website as they become available (<https://kgbcompplan.com/>).

#### **7. Next Steps and Closing Thoughts**

- The group tentatively agreed to hold the next working group meeting on February 19th from 2-3 PM.
- Explore alternative venues for the February 18th community meeting, such as the library or K-Hi Commons, instead of the assembly chambers.
- Create a promotion video for social media.
- Meg & Holly will be in town Monday, February 17 – Thursday, February 20.
- Recommendation that the history / explanation of what makes Ketchikan unique be included as part of the comp plan.
- Next meeting: Less slides, more group discussion. Topics to focus on open house debriefing and focus groups and interviews. Tentative date February 19<sup>th</sup>.

## Attendance

| Name             | Organization & Title                                 |
|------------------|--|
| Alma Parker      | Filipina Community Representative                    |
| Diane Gubatayao  | Ketchikan Gateway Borough, Planning Commission       |
| Ginger McCormick | City of Saxman, Clerk                                |
| Jaimie Palmer    | Ketchikan Gateway Borough, Assembly                  |
| Lacey Simpson    | City of Ketchikan, Assistant Manager                 |
| Michael Martin   | Ketchikan Gateway Borough, Planning Commission Chair |
| Richard Harney   | Ketchikan Indian Community, Tribal Planner           |
| Rob Arnold       | Ketchikan Gateway Borough, Planning Commission       |
| Sharli Arntzen   | Ketchikan Gateway Borough, Assembly                  |
| Frank Maloney    | Ketchikan Gateway Borough, Planning Director         |
| Talya Stek       | Ketchikan Gateway Borough, Associate Planner         |
| Meg Friedenauer  | Agnew::Beck Consulting, Project Manager              |
| Holly Smith      | Agnew::Beck Consulting, Associate                    |

## Participants Invited

| Name          | Organization & Title                |
|---------------|-------------------------------------|
| Kathy Bolling | Ketchikan Gateway Borough, Assembly |
| Jaimie Palmer | Ketchikan Gateway Borough, Assembly |

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