



<b>TRANSMITTAL MEMORANDUM</b>
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TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: March 23, 2021

RE: **Resolution No. 21-2803 – Authorizing A Grant Application To The Office of History And Archaeology For The Purposes Of Funding A Historic Preservation Plan Draft; And Establishing An Effective Date**

The attached resolution was prepared by Museum Director Anita Maxwell, who requested that it be placed before the City Council for consideration at its meeting of April 1, 2021. If adopted, Resolution No. 21-2803 provides for authorizing a grant application by the Ketchikan Historic Commission to the Office of History and Archaeology's State Historic Preservation Office to fund the development of a local historic preservation plan draft. Specifically, the Historic Commission intends to apply for \$25,000, which requires a local match of \$16,000 that will be funded through volunteer time of Historic Commission and Historic Ketchikan members and through paid time of Museum Department staff. The rationale for the grant application is detailed in Ms. Maxwell's transmittal memorandum and requires no elaboration on the part of the City Manager's office. I concur with the Museum Director's recommendation.

The Museum Director will attend the City Council meeting of April 1, 2021, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

**RECOMMENDATION**

It is recommended that the City Council adopt the motion approving Resolution No. 21-2803 authorizing a grant application to the Office of History and Archaeology for the purpose of funding a historic preservation plan draft; and establishing an effective date.

**Recommended Motion:** I move the City Council approve Resolution No. 21-2803 authorizing a grant application to the Office of History and Archaeology for the purpose of funding a historic preservation plan draft; and establish an effective date.



**Ketchikan**  
MUSEUMS  
TONGASS HISTORICAL MUSEUM  
TOTEM HERITAGE CENTER



## MEMORANDUM

Date: March 19, 2021

To: Karl Amylon, City Manager  
Lacey Simpson, Assistant City Manager

From: Anita Maxwell, Museum Director

Subject: **Resolution No. 21-2803, Grant application for a Historic Preservation Plan**

On behalf of the Ketchikan Historic Commission, I would like to request a resolution for a \$25,000 grant request to the Office of History and Archaeology's State Historic Preservation Office (SHPO) to fund Phase 1 of the development of a historic preservation plan draft. In-kind support totaling \$16,000 would be provided through the volunteer time of members of the Historic Commission and Historic Ketchikan as well as Museum staff time.

Ketchikan Municipal Code Chapter 2.88.010(g)(4) directs the Ketchikan Historic Commission to "develop a local historic preservation plan to include provision for identification, protection and interpretation of the area's significant resources. Such plan is to be compatible with and for the Alaska Heritage Resources Survey."

Given the high number of historic properties in Ketchikan, the development of a historic preservation plan is long overdue. The Commission was urged by SHPO staff to submit a grant for a consultant to take the initial steps to draft a local historic preservation plan. As a designated "Certified Local Government", the Ketchikan Historic Commission can apply for state preservation funds that meet the goals of the State Historic Preservation Plan.

To quote Alaska's State Historic Preservation Plan, "preserving our state's historic places offers a living, tangible record of people and past events. Celebrating a community's heritage not only makes it a more attractive place to visit, but also a better place in which to live." These efforts will be bolstered by the development of a local historic preservation plan.

### RECOMMENDATION

It is recommended that the City Council adopt a motion approving Resolution 21-2803 supporting a grant application to the Office of History and Archaeology for the purposes of funding Phase 1 of the development of a historic preservation plan draft.

**Recommended Motion:** I move the City Council approve Resolution 21-2803 supporting a grant application to the Office of History and Archaeology for the purposes of funding Phase 1 of the development of a historic preservation plan draft.

**CITY OF KETCHIKAN, ALASKA**

**RESOLUTION NO. 21-2803**

**A RESOLUTION OF THE CITY OF KETCHIKAN FOR A GRANT APPLICATION TO THE OFFICE OF HISTORY AND ARCHAEOLOGY FOR THE PURPOSES OF FUNDING A HISTORIC PRESERVATION PLAN DRAFT**

**WHEREAS**, the City of Ketchikan is a Certified Local Government (CLG) in Alaska and as such is an eligible application for a CLG grant from the Historic Preservation Fund (HPF); and

**WHEREAS**, the City of Ketchikan has an established Ketchikan Historic Commission who is responsible for protecting, as possible, the historic properties of the community; and

**WHEREAS**, the Ketchikan Municipal Code Chapter 2.88.010(g)(4) directs the Ketchikan Historic Commission to “develop a local historic preservation plan to include provision for identification, protection and interpretation of the area’s significant resources. Such plan is to be compatible with and for the Alaska Heritage Resources Survey”; and

**WHEREAS**, in order to complete a historic preservation plan, the Ketchikan Historic Commission seeks to apply for CLG funding towards the first phase of a historic preservation plan draft.

**NOW THEREFORE BE IT RESOLVED** by the Council of the City of Ketchikan, Alaska as follows:

**Section 1:** That a CLG grant application be submitted by the City of Ketchikan for the purposes of completing the above stated plan draft.

**Section 2:** The City of Ketchikan designates Ms. Anita Maxwell, member of the Ketchikan Historic Commission as the Grant Manager of the project.

**Section 3:** Ms. Anita Maxwell as the representative of the Ketchikan Historic Commission, will work with all members of the Commission for the successful completion of the project.

**Section 4:** This resolution shall become effective immediately upon adoption.

**PASSED and APPROVED** by a duly constituted quorum of the City Council for the City of Ketchikan on this \_\_th day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Robert Sivertsen, Mayor

ATTEST:

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Kim Stanker, City Clerk