



PLANNING COMMISSION

Wednesday, April 28, 2026 at 5:30 PM

MINUTES

Our Vision. To have an infrastructure and city workforce that supports a sustainable, diversified and growing economy. We will partner with others to achieve economic development and other common goals that assure a high quality of living, and excellence in education.

MEETING INFORMATION AGENDA

PLANNING COMMISSION MEETING

CITY HALL COUNCIL CHAMBERS / 5:30 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location: Zoom
Meeting ID: 920 483 0473; passcode: 99576
Or dial: 1(719)359-4580 or 1(253)205-0468

I. CALL TO ORDER

Meeting called to order by Cade Woods, Chair.

II. ROLL CALL

Present (In Person)	Present (Via Zoom)	Absent (Excused)
Cade Woods (Chair) Gregg Marxmiller Caelan Palmer Misa Webber Kaleb Westfall	Jennifer DeWinne	Susan Isaacs

Quorum established.

Note for the Record – Audio Difficulties (Jennifer DeWinne)

Commissioner Jennifer DeWinne joined via Zoom but experienced audio output failure at the start of the meeting. The Commission could not hear her responses during initial roll call despite her microphone being active (audio level indicator visible). After extended troubleshooting, audio was restored approximately two minutes into the meeting and Commissioner DeWinne confirmed her presence.

Commissioner DeWinne subsequently noted for the record that she had also been unable to participate aurally during the preceding CIP workshop held earlier the same evening, through no fault of her own. Her written scoring and comments on the CIP were submitted separately and were considered by the Commission.

III. APPROVAL OF MINUTES

No minutes were presented for approval at this special meeting. Minutes from the April 28 special meeting and any outstanding regular meeting minutes will be taken up at the next regular meeting.

IV. APPROVAL OF AGENDA

Motion by Gregg Marxmiller to approve the agenda; seconded. Roll call conducted due to hybrid meeting format.

Commissioner	Vote
Cade Woods	Yes
Gregg Marxmiller	Yes
Jennifer DeWinne	Yes
Caelan Palmer	Yes
Misa Webber	Yes
Kaleb Westfall	Yes
Result: Agenda approved unanimously.	

V. COMMUNICATIONS

2036 Comprehensive Plan – Agnew::Beck Memorandum

- Staff presented a memorandum from Agnew::Beck responding to Planning Commission comments from the April 15, 2026 regular meeting. The memo identifies specific revisions the Commission requested.
- Staff clarified that the memo revisions will not be incorporated into the plan draft transmitted to City Council unless and until the Commission adopts the Comprehensive Plan resolution later this evening.
- The Commission received a copy containing four comment items. Discussion confirmed this memo reflects only the Commission’s requested changes; the broader public comment tracker had already been incorporated into the prior draft reviewed at the April 15 meeting.

VI. PLANNER’S REPORT

Planning Director Christopher Maines presented his monthly report in a reformatted layout. Commissioners expressed appreciation for the format. Discussion topics:

Brownfields Assessment

- The City has been coordinating with BBNA, TAB, and the University of Alaska on the Brownfields program since the application stage.
- A waterfront site (informal reference: the old dock area near the harbor) was included in the base inventory submitted to the Brownfields program.
- Whether the site is formally designated a Brownfields project remains a city decision. Commissioners noted that a formal Brownfields designation restricts future land use options, and the city must weigh that against potential commercial development intent.

Denali Commission

- The Denali Commission remains operational and continues to fund projects in the region, notwithstanding federal program uncertainties.
- The Commission has shifted its funding model: it will now top off projects — filling final funding gaps — rather than fully funding individual projects.
- Staff noted this model aligns well with having a current, adopted CIP, which allows the City to demonstrate project readiness and justify topping-off requests.

Community Development / ADCRA

- Staff met informally with a former ADCRA (Alaska Department of Commerce, Community, and Regional Affairs) representative. No formal outcomes to report; meeting was introductory and relational.
- Commissioners expressed interest in reactivating a similarly responsive community development capacity for Dillingham.

CIP and Legislative Priority List

- Commissioners commended the format and clarity of the CIP and legislative priority list included in the packet.
- One commissioner noted it was useful in explaining the planning process to stakeholders unfamiliar with CIP mechanics.

Action — Staff

Continue monitoring and circulating notices of funding opportunities (NOFAs, grant programs, Denali Commission topping-off windows) that may affect CIP project priority sequencing.

VII. CITIZEN COMMENTS

Dan Boyd

Mr. Boyd was present in the chamber. He noted having learned new information from the evening’s discussion. He offered no formal testimony and confirmed he was attending the meeting generally, not to address the CIP public hearing specifically.

Jennifer DeWinne

Identified herself as a representative of the Bristol Bay Area Health Corporation (BBHC) addressed the Commission with the following public announcement:

- BBHC Town Hall: May 18, 2026, 5:30–7:30 PM, Dillingham High School gymnasium.
- BBHC reported 55% organizational growth since 2022, including expanded services across the region, new technology rollouts, and recognition for care quality, physician awards, and the Child Advocacy Center accreditation.
- The May 18 event will be the kickoff for a broader series of village-level town halls to follow.
- All community members and Commissioners were encouraged to attend and ask questions.

Commissioners thanked the representative and encouraged community attendance at the town hall.

VIII. PUBLIC HEARING

2026–2032 Capital Improvement Program

Public hearing opened at 6:49 PM. The Chair invited public testimony from persons present in the chamber and via Zoom. No testimony was received. Dan Boyd confirmed he was not present to testify on the CIP. Public hearing closed.

Note for the Record

The Planning Director stated for the record that this public hearing is not the community’s sole opportunity to comment on the CIP. The plan will be presented again as part of the City Council’s June budget process, at which time additional public comment will be received.

IX. UNFINISHED BUSINESS

None.

X. NEW BUSINESS

Resolution PC2026-01 – Adoption of 2026–2032 Capital Improvement Plan

“A Resolution of the City of Dillingham Planning Commission Adopting the 2026–2032 Capital Improvement Plan and Recommending it for Adoption by the Dillingham City Council”

Motion by Gregg Marxmiller to adopt Resolution PC2026-01; seconded.

Discussion

- Commissioner Jennifer DeWinne, noting her inability to participate in the earlier workshop due to audio failure, provided her scoring rationale: she views water, sewer, and erosion control infrastructure as the foundational prerequisite for any economic development and community well-being, and scored infrastructure projects highly on that basis.
- Commissioners broadly acknowledged the difficulty of ranking projects when all represent genuine, urgent community needs — from the public works facility and jail to the boat harbor and fire hall replacement.
- Discussion noted the importance of maintaining awareness of funder priorities and NOFA release timing so the City can fast-track projects when funding windows open, regardless of their current ranking.
- Staff referenced Title 4, Chapter 05, Section 060 of the Dillingham Municipal Code, which provides a mechanism for adding projects to the CIP mid-cycle: any project seeking capital project fund money not on the adopted list must receive a public hearing to determine eligibility prior to appropriation.

Amendment 1 – Priority Ranking Thresholds

Motion by Caelan Palmer to amend the CIP priority ranking criteria; seconded. This amendment reflects direction given during the April 28 workshop.

- High Priority: Strike “380 or above”; replace with “350 or above.”
- Medium Priority: Strike “379”; replace with “349.”

Commissioner	Vote
Cade Woods	Yes
Gregg Marxmiller	Yes
Jennifer DeWinne	Yes

Commissioner	Vote
Caelan Palmer	Yes
Misa Webber	Yes
Kaleb Westfall	Yes
Result: Amendment 1 passed unanimously.	

Amendment 2 – Recognition of Priority of All Projects

Motion by Caelan Palmer to amend Section 2 of the resolution to add language after the first sentence providing that the Planning Commission “recognizes the priority of all projects and affirms the priority” — acknowledging that all listed projects represent genuine community needs regardless of numerical ranking, and that rankings may be updated as funding opportunities arise; seconded by Gregg Marxmiller.

- Commissioners agreed the language reflects the Commission’s consistent discomfort with the inherent limitations of numerical scoring when all projects are genuinely urgent.
- The language also preserves flexibility to reprioritize rapidly if significant funding opportunities emerge between regular meetings.
- Staff confirmed this is consistent with the DMC Title 4 mechanism described above for mid-cycle project additions.

Commissioner	Vote
Cade Woods	Yes
Gregg Marxmiller	Yes
Jennifer DeWinne	Yes
Caelan Palmer	Yes
Misa Webber	Yes
Kaleb Westfall	Yes
Result: Amendment 2 passed unanimously.	

Final Vote – Resolution PC2026-01 (as Amended)

With both amendments incorporated, the Chair called for any objection to Resolution PC2026-01. No objection was raised. The Commission also confirmed by unanimous voice vote (ayes).

Resolution PC2026-01 ADOPTED with two amendments, unanimously. Transmitted to the Dillingham City Council with recommendation for adoption.

Resolution PC2026-02 – Adoption of 2036 Dillingham Comprehensive Plan Update

“A Resolution of the City of Dillingham Planning Commission Adopting the 2036 Dillingham Comprehensive Plan Update and Recommending its Adoption to the Dillingham City Council”

Motion by Gregg Marxmiller to adopt Resolution PC2026-02; seconded by Caelan Palmer.

Discussion

- A Commissioner requested clarification on whether the current resolution draft includes the revised plan document. Staff confirmed the draft being voted on is the same version reviewed by the Commission since February, incorporating all public comments from both commenting periods (over 150 paper copies distributed). Agnew::Beck presented this version at the April 15 meeting.
- The April 22, 2026 Agnew::Beck memo contains additional Commission-requested changes from the April 15 meeting. Staff clarified these revisions are not yet incorporated because they arose during what was technically a public hearing — beyond the planned scope — and incorporating them would require an additional public hearing before Council transmittal.
- The Commission discussed whether to hold the resolution pending a new hearing or to move forward and transmit the memo alongside the plan for Council consideration.
- Staff confirmed that Agnew::Beck will accompany the plan through the full City Council adoption process and will be present to address revisions at any stage.

Amendment – Transmittal of April 22, 2026 Memo

Motion by Caelan Palmer to amend the resolution in two respects; accepted as friendly amendment by the seconder.

- Amend Section 3 to direct staff to transmit the resolution together with the April 22, 2026 memorandum from Agnew::Beck to the Dillingham City Council.
- Add language under Section 2 formally recording the Planning Commission’s recommendation that the Council adopt the revisions outlined in the April 22 memo.

Approved by unanimous consent. No objections.

Final Vote – Resolution PC2026-02 (as Amended)

Commissioner	Vote
Cade Woods	Yes
Gregg Marxmiller	Yes
Jennifer DeWinne	Yes
Misa Webber	Yes
Kaleb Westfall	Yes
Caelan Palmer	No
Result: Resolution PC2026-02 passed 5–1. Transmitted to the Dillingham City Council with recommendation for adoption.	

Dissenting Statement for the Record

The dissenting Commissioner stated a preference for transmitting the Comprehensive Plan in final, fully revised form — incorporating the Commission’s requested changes directly into the document — rather than transmitting the base draft with the memo as a supplemental attachment. The Commissioner expressed the view that the Commission has the ability and the responsibility to send the plan to the next authority of jurisdiction in exactly the form the Commission intends, and that doing so via attachment introduces unnecessary ambiguity. The Commissioner expressed hope that the Council will fully incorporate the Commission’s recommendations and not treat them as optional.

Action — Staff

Transmit Resolution PC2026-02, the 2036 Dillingham Comprehensive Plan update, and the April 22, 2026 Agnew::Beck memo to the Dillingham City Council in advance of the June Council meeting.

**Action — Staff /
Agnew::Beck**

Agnew::Beck to accompany the plan through City Council review and be prepared to present and address the Commission's recommended revisions at the Council level.

XI. COMMISSIONER COMMENTS

- Multiple Commissioners expressed appreciation for the collaborative and deliberative nature of the evening's proceedings, noting that two friendly amendments to a single resolution represented an unusual and positive example of the Commission working constructively together.
- Commissioners acknowledged ongoing uncertainty around parliamentary procedure (Robert's Rules of Order) and expressed a desire to improve process fluency over the coming months. The Chair noted a personal goal to practice and improve.
- Commissioner DeWinne expressed regret for her absence at recent meetings and reaffirmed her commitment to attending in person going forward. She emphasized that productive disagreement is healthy and that the Commission has a clear path forward on its work program.
- Commissioners noted strong progress: two major planning documents (the 2026–2032 CIP and the 2036 Comprehensive Plan) adopted and transmitted to Council within the Commission's current composition's tenure.
- Commissioner request for future agenda item: Review of Planning Commission recording and minutes procedures under the Municipal Code, to ensure that motions, seconds, amendments, and votes are documented by hand in addition to any recorded or transcribed format. Commissioner indicated this is about forward-looking process integrity, not a reflection of any specific concern about current records.
- Interest expressed in future Commission review of planning-related ordinances, rules of proceedings, and whether the Commission's adopted rules of order need updating.
- Support expressed for continued momentum on Parks and Recreation, including exploring grant funding or city revenue to staff that function more robustly.
- Community announcement from Commissioner: High School Graduation, Friday, May 15, 2026. Commissioners encouraged to attend and support Dillingham's graduating seniors.

XII. NEXT MEETING

Date	Meeting
May 13, 2026	Regular Meeting — all members expected in person
June 10, 2026	<i>Regular Meeting — tentative; quorum subject to commercial fishing season schedules</i>

XIII. ADJOURNMENT

Motion to adjourn by Cade Woods; seconded by Caelan Palmer. No objections. Meeting adjourned

Approved by:

Attested by:

Cade Woods, Chair

Abigail Flynn, City Clerk