



City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

Coast Guard City, USA

January 15, 2016

Major Evadne Wright and Major Terrance Wright
Salvation Army Sitka Corps Community Center
P.O. Box 454
Sitka, Alaska 99835

Dear Majors Wright:

The City and Borough of Sitka (CBS) wishes to implement a voluntary program through which citizens can elect to donate an extra amount when paying their monthly utility bills, the proceeds of which will be dedicated to helping needy citizens of Sitka with the payment of their utility bills. As verbally presented to you today by Jay Sweeney and Mike Middleton, the CBS is desirous of having the Salvation Army Sitka Corps Community Center (SASCCC) administer the donations on behalf of the CBS.

It is the intent of the CBS to collect donations, then remit the amount collected on a monthly basis to the SASCCC. The SASCCC may then disburse the donated funds as it sees fit, following its own internal policies. The CBS proposes just two restrictions on the subsequent disbursement of donated funds:

- a. The donated funds must be used to help pay for the CBS utility expenses of needy Sitkans. Donated funds would not be disbursed for any other purpose. Paying for private fuel oil expenses or for food would not be acceptable uses.
- b. All Sitkans need to be equally eligible to potentially receive assistance.

If the SASCCC is agreeable to the above proposal and affirms its agreement, then the CBS will begin a public relations and marketing campaign to inform the public of the new program. The tenants of the public relations and marketing program will be reviewed with the SASCCC before any actions are taken.

The CBS is excited about partnering with the SASCCC to help needy Sitkans with utility expenses. We await your reply to our proposal.

Sincerely,

Mark Gorman
Municipal Administrator

cc: Sitka Assembly