

Should this item be pulled from the consent agenda the following motion is suggested:

POSSIBLE MOTION

I MOVE TO approve Resolution 2017-17 on first and final reading.



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

MEMORANDUM

To: Phillip Messina, Interim Municipal Administrator
Mayor Hunter and Members of the Assembly

From: Maegan Bosak, Community Affairs Director

Subject: Resolution 2017-17 Alaska Municipal League Summer Legislative Conference
Host Application

Date: July 19, 2017

The City and Borough of Sitka (CBS) recently received an invitation to apply to host the 2018 Alaska Municipal League Summer Legislative Conference.

The Alaska Municipal League (AML) Summer Legislative Conference is held every year in August. The AML Board of Directors, the Alaska Conference of Mayors, the Alaska Municipal Management Association and the AML Position Committee also meet during this time. Depending on location, 70-100 people usually attend. The host municipality must be a member in good standing (CBS is in good standing) and pass a resolution of support to host the conference.

The purpose of the Summer Legislative Conference is to provide time and space to begin work on the AML Legislative Priorities and Position Statements, which is finalized and voted on at the Annual Meeting in November. The AML Board, Alaska Conference of Mayors, and the Alaska Municipal Management Association use the opportunity to meet and conduct their business in person.

With the recent remodel of Harrigan Centennial Hall, CBS has a beautiful, state of the art facility to offer as host accommodations. I have verified catering and accommodation availability for the conference, and will be available to assist with logistics as requested by AML.

This small conference opportunity is another way to bring more people to Sitka, resulting in bed tax, sales tax and other moneys spent locally on food and recreation. In addition, multiple Assembly members and staff have attended and remain actively involved in Alaska Municipal League.

Visit Sitka and the Greater Sitka Area Chamber of Commerce are in support of hosting the Alaska Municipal League Summer Legislative Conference.

Recommendation: Approve the resolution.

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2017-17

A RESOLUTION BY THE CITY AND BOROUGH OF SITKA SUPPORTING THE MUNICIPALITY'S APPLICATION TO HOST THE ALASKA MUNICIPAL LEAGUE SUMMER MEETING IN 2018

WHEREAS, the Alaska Municipal League (AML) Summer Meeting is held in August, and this meeting includes the Alaska Municipal League Board of Directors, the Alaska Conference of Mayors and the Alaska Municipal Management Association; and

WHEREAS, AML has invited communities to apply to host the 2018 Summer Meeting; and

WHEREAS, the City and Borough of Sitka is an AML member in good standing and, along with the Chamber of Commerce and Visit Sitka, desires to host the conference; and

WHEREAS, the recently-renovated Harrigan Centennial Hall is an outstanding facility in which to hold the conference, and Sitka has additional facilities for breakout sessions and other conference events, and offers accommodation, restaurant, and activity options for the 90-100 people who may attend; and

WHEREAS, the application process requires the local governing body demonstrate support for the application by adopting a resolution.

NOW, THEREFORE, BE IT RESOLVED that the Assembly of the City and Borough of Sitka, Alaska, would be honored to host the 2018 Alaska Municipal League Summer Meeting in Sitka and that a letter of invitation and application for the hosting the event in the City and Borough of Sitka, as prepared by Administration, be submitted to the Alaska Municipal League by August 1, 2017.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 11th day of July, 2017.

Matthew Hunter, Mayor

ATTEST:

Sara Peterson, CMC Municipal Clerk

1st and final reading 7/25/17



Summer Legislative Conference Host Application

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Meeting Space:

Host municipalities must be able to arrange and provide for the following:

- Staff person to assist AML with logistics
- Meeting space for 2-3 days (if not within walking distance of hotel, host must provide transportation)
- Meeting room/space for up to 100 people
- Breakout space for two groups (25-30 each)
- A/V equipment (Microphone & Screen)

Accommodations:

Understanding that Alaska's unique summer tourism season provides challenges in securing space for up to 100 people, AML will work to secure space at the **first of the calendar year**, to insure competitive pricing and adequate space.

Catering:

Access to catering services:

- 2-3 breakfast/coffee service
- 2-3 lunches

The municipality is invited, although not required, to host an evening reception for conference delegates.

Please send a one-page letter of invitation to AML if you are interested in hosting the AML Summer Legislative Conference. Letters of invitation must include a description of community resources to address the requirements listed above and must be submitted to the Alaska Municipal League Office by August 1, 2017 to be considered during the Summer Board meeting.



Alaska Municipal League Summer Legislative Conference

APPLICATION

The municipality of the City and Borough of Sitka invites the Alaska Municipal League to hold their Summer Legislative Conference in our community.

MEMBERSHIP: We are an AML member in good standing (dues paid).

FACILITIES: We have the facilities and equipment necessary.

Name and location of the facility(s).

Harrigan Centennial Hall 330 Harbor Drive Sitka, AK 99835

HOTEL ROOMS: We have a minimum of 100 hotel and/or B & B rooms available for room blocking with the specified conference dates within walking distance to the meeting site or we will provide transportation for the delegates at no charge to the League. Hotel and/or B&Bs are willing to provide a room block.

Name of hotels/motels and number of rooms:

Aspen Hotel - 71 guestrooms, Westmark Sitka Hotel - 106 guestrooms, Sitka Hotel - 16
guestrooms, Super 8 Sitka - 35 guestrooms, Totem Square Hotel - 75 guestrooms

Our transportation plan for getting delegates to and from the meeting site from hotels is as follows: _____

Brief walk through beautiful downtown Sitka. All hotels are within an approximately 5
minute walk.

CATERING: Names of local caterers capable of servicing up to 100 people.

Our Town Catering- Edith Johnson, Westmark Sitka, Channel Club, Nugget Saloon,

Bayview Pub, Nana Management Service- SEARHC.

AML ADMINISTRATIVE ASSISTANCE: We are able to provide the necessary staff to assist with logistics. yes no

Any additional or special services or events your community would like to provide to enhance the Conference.

Downtown Sitka offers a range of accomodations, restaurants, shopping and historical sites,

all with views of Mt. Edgecumbe, Sitka Sound and our local fishing fleet. With many options

of tours, excursions, and local events, Sitka is an ideal place for the AML 2018 Summer Meeting.

Do you plan to host a reception for meeting delegates? yes no

Application approved by municipal governing body on _____ and certified by:

Name

Title

Date

Mail, fax or email application to:
Alaska Municipal League
One Sealaska Plaza, Suite 200
Juneau, AK 99801
betty@akml.org
Fax: 907-463-5480