



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
330 Harbor Drive  
Sitka, AK  
(907)747-1811

## Meeting Agenda

### City and Borough Assembly

*Mayor Matthew Hunter*  
*Deputy Mayor Bob Potrzuski*  
*Vice-Deputy Mayor Steven Eisenbeisz*  
*Tristan Guevin, Kevin Knox*  
*Aaron Bean, and Aaron Swanson*

*Municipal Administrator: Mark Gorman*  
*Municipal Attorney: Brian Hanson*  
*Municipal Clerk: Sara Peterson*

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Tuesday, January 31, 2017

5:00 PM

City Hall - 3rd Floor Conference Room

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#### SPECIAL MEETING

**I. CALL TO ORDER**

**II. FLAG SALUTE**

**III. ROLL CALL**

**IV. PERSONS TO BE HEARD**

*Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.*

**V. UNFINISHED BUSINESS:**

- A**     [17-008](#)     Discussion/Direction/Decision on the selection of a City and Borough of Sitka representative to attend the Seatrade Cruise Global event in Fort Lauderdale, FL

**Attachments:**   [Seatrade Cruise Global Event.pdf](#)

[Email correspondence.pdf](#)

**VI. ADJOURNMENT**

*Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Assembly meetings are aired live on KCAW FM 104.7 and via video streaming from the City's website. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, CMC, Municipal Clerk*  
*Publish: January 27*





# CITY AND BOROUGH OF SITKA

## Legislation Details

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**File #:** 17-008      **Version:** 1      **Name:**

**Type:** Item      **Status:** AGENDA READY

**File created:** 1/17/2017      **In control:** City and Borough Assembly

**On agenda:** 1/31/2017      **Final action:**

**Title:** Discussion/Direction/Decision on the selection of a City and Borough of Sitka representative to attend the Seatrade Cruise Global event in Fort Lauderdale, FL

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Seatrade Cruise Global Event.pdf](#)  
[Email correspondence.pdf](#)

Date	Ver.	Action By	Action	Result
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# **DISCUSSION ~ DIRECTION ~ DECISION**

## **on the selection of a City and Borough of Sitka representative to attend the Seatrade Cruise Global event in Fort Lauderdale, FL**

### **Notes:**

- For the past few years, the Mayor or an Assembly representative has attended as a representative for the Alaska booth.
- Staff of the Greater Sitka Chamber of Commerce plan to attend.
- Travel costs are anticipated to be approximately \$3,012 and will be expensed from the Visitor Activities Enhancement Fund. One of the intended uses of the Fund is to fund visitor enhancement related travel such as this. Sufficient funds exist in the Fund to pay for the proposed travel. If the Assembly decides to send a representative, a future supplemental budget ordinance would be needed to transfer the cost of travel between appropriations in the Visitor Activities Enhancement Fund.
- Options of a representative included but are not limited to:
  - 1) Selection of any Assembly Member
  - 2) Selection of a CBS staff
  - 3) Selection of a member of the public or other organization
  - 4) No CBS representation at the meeting

### 2017 SeaTrade Cruise Global

Airfare	\$1,100
Registration	\$135
Seattle Hotel	\$240
Ft. Lauderdale Hotel	\$1,200
Per Diem	<u>\$337</u>
 Total	 \$3,012



13–16 March 2017 | Expo: 14–16 March 2017

Fort Lauderdale/Broward County Convention Center | Fort Lauderdale, FL USA

REGISTER

EXHIBIT

# Why Attend

## Engage with the Global Cruise Industry

For more than 30 years, Seatrade Cruise Global has been the cruise industry's premier global event, bringing together buyers, suppliers, and cruise line executives for a week of networking, sourcing, innovation, and education.

Our 2017 program promises to be an exciting event offering guests 360 degrees of groundbreaking content throughout the show including:

- Critical, forward-thinking education sessions offering robust information on the latest issues and trends
- With more new suppliers than ever before, build and grow your supplier relationships and network
- A multi-floor exhibition highlights key sectors within the cruise industry allowing you to easily navigate the show floor

Attendees will experience unparalleled educational opportunities with inspiring keynotes, thought-provoking educational conferences, and a comprehensive exhibition floor filled with featuring new and innovative products and services.



## Sara Peterson

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**From:** Sara Peterson  
**Sent:** Wednesday, January 25, 2017 4:23 PM  
**To:** Aaron Bean; Aaron Swanson (Assembly); Bob Potrzuski (Assembly); Kevin Knox; Matthew Hunter (Assembly); Melissa Henshaw; Renee Wheat; Steven Eisenbeisz (Assembly); Tristan Guevin (Assembly)  
**Cc:** Brian Hanson; Mark Gorman (mark.gorman@cityofsitka.org)  
**Subject:** Special Meeting Jan 31: CBS participation at Seatrade  
**Importance:** High

**\*\*Please do not reply all\*\***

Hello,

Please read the email feedback below from Chris McGraw regarding the importance of CBS participation at the SeaTrade event. A special meeting has been set for 5pm January 31<sup>st</sup> to make a decision on representation at the event as travel/registration arrangements are time sensitive.

If the Assembly desires to send a staff representative, it is recommended that Maegan Bosak attend on behalf of the City and Borough of Sitka.

This will be the only item on the agenda and be followed by the scheduled Board of Equalization training with State Assessor, Marty McGee. The meeting will be held in the 3<sup>rd</sup> Floor Conference Room of City Hall.

*Sara*

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**From:** Mark Gorman  
**Sent:** Wednesday, January 25, 2017 12:20 PM  
**To:** Chris McGraw <chris@halibutpointmarine.com>  
**Cc:** Matthew Hunter (Assembly) <assemblyhunter@cityofsitka.org>; Sara Peterson <sara.peterson@cityofsitka.org>; Rachel Roy <ed@sitkachamber.com>  
**Subject:** Re: CBS participation at SeaTrade

Thanks Chris

This is very helpful feedback. We will bring it back to the Assembly.

Best

Mark

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On Wed, Jan 25, 2017 at 12:05 PM -0900, "Chris McGraw" <[chris@halibutpointmarine.com](mailto:chris@halibutpointmarine.com)> wrote:

Mark,

I think representation by the Assembly or City staff is important. I believe it does two things. First, I believe it shows the cruise line executives that Sitka is supportive of the cruise industry and that we are eager for their business. The second thing that I think it does is it provides experience and helps educate the City on the cruise industry and how competitive the market is for the ships amongst the ports in Alaska and worldwide. As we continue down the path of lean financial times the cruise industry is going to be a major economic driver in Sitka's economy. The more knowledgeable the City government is on this industry, it is likely that better decisions will be made regarding this industry and the local economy.

Thanks for letting me share my opinion.

Chris

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**From:** Mark Gorman

**Sent:** Wednesday, January 25, 2017 7:41 AM

**To:** 'Rachel Roy' <[ed@sitkachamber.com](mailto:ed@sitkachamber.com)>;

**Cc:** Sara Peterson <[sara.peterson@cityofsitka.org](mailto:sara.peterson@cityofsitka.org)>; Matthew Hunter ([assemblyhunter@cityofsitka.org](mailto:assemblyhunter@cityofsitka.org)) <[assemblyhunter@cityofsitka.org](mailto:assemblyhunter@cityofsitka.org)>

**Subject:** CBS participation at SeaTrade

Good morning Rachel and Chris,

At last night's Assembly meeting, CBS representation at the Seatrade event was discussed. The Assembly decided not to take action on sending an Assembly member as there was question to whether there is value given the cost of the trip. I told the Assembly that I would check with you both and if you feel representation by a member of the Assembly or city staff is important, this issue will be reconsidered at the February 14<sup>th</sup> meeting.

If you could let me know your thoughts, that would be very much appreciated.

Thanks,

Mark