

CITY AND BOROUGH OF SITKA

ORDINANCE NO. – 2015-03A

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA (CBS), ALASKA PLANS TO ISSUE A REQUEST FOR PROPOSAL(S) FOR AN ENTITY(IES) TO TAKE ON THE RESPONSIBILITIES FOR PLANNING, COORDINATING, PROMOTING AND EXECUTING ALL PHASES OF CONVENTIONS, TOURISM AND MARKETING FOR SITKA. FORMALLY DISSOLVING THE SITKA CONVENTION AND VISITOR’S BUREAU UNDER THE CITY’S OVERSIGHT ONCE THE REQUEST FOR PROPOSAL(S) IS AWARDED. THE CBS WILL PROVIDE A PERCENTAGE OF BED TAX REVENUES FOR FUNDING PURPOSES

1. CLASSIFICATION. This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.

2. SEVERABILITY. If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

3. PURPOSE. The Assembly, through passage of this ordinance, has determined that Sitka’s bed tax supported visitor services will be better served by an organization(s) that is not under the municipality’s purview and responsibility. By dissolving the Sitka Convention and Visitor’s Bureau and issuing a request for proposals to assume the responsibilities for planning, coordinating, promoting and executing all phases of conventions, tourism and marketing for Sitka, that it will better serve the community and the city’s management structure.

4. ENACTMENT. NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that SGC Chapter 2.34 is deleted in its entirety at the time of award.

Chapter 2.34
SITKA CONVENTION AND VISITORS’ BUREAU

Sections:

- 2.34.010 Formation.
2.34.020 Term.
2.34.030 Powers and duties.
2.34.040 Fiscal matters.
2.34.050 Voluntary association.

2.34.010 Formation.

45 ~~There shall be a board known as the Sitka convention and visitors' bureau, composed of seven members. The~~
46 ~~members shall be nominated by the assembly and confirmed by a majority vote of the assembly members who~~
47 ~~are present at any regular or special meeting. The bureau shall organize itself and function according to the~~
48 ~~provisions of Chapter [2.60](#) of the Sitka General Code.~~

49 **~~2.34.020 Term.~~**

50 ~~The term of office of the Sitka convention and visitors' members shall be three years, but the first bureau~~
51 ~~members shall be appointed and serve terms as follows:~~

52 ~~A. Three members for a term of three years;~~

53 ~~B. Three members for a term of two years;~~

54 ~~C. One member for a term of one year.~~

55 ~~Members shall serve until their successors have been confirmed by the assembly. There shall be no pay for~~
56 ~~bureau membership.~~

57 **~~2.34.030 Powers and duties.~~**

58 ~~A. The bureau shall be responsible for the formulation of policies governing the planning and execution of~~
59 ~~programs dealing with all phases of convention and tourist promotion and service to tourists.~~

60 ~~All such policies and plans of operation, shall be approved by the assembly prior to execution, but after~~
61 ~~approval, the bureau shall administer such programs to see that they are executed in line with assembly~~
62 ~~authorization.~~

63 ~~B. The bureau shall submit periodic reports to the assembly as may be determined by the assembly, but not~~
64 ~~less than quarterly.~~

65 **~~2.34.040 Fiscal matters.~~**

66 ~~A. The city may allocate funds from its budget to assist in programs of the bureau. The bureau may also~~
67 ~~solicit funds from other sources, but all funds directly received become city property even though used~~
68 ~~specifically for bureau purposes.~~

69 ~~B. The bureau shall submit an annual budget and sources of income for the coming year, which shall be~~
70 ~~approved by the assembly as part of the general fund budget of the municipality.~~

71 ~~C.—Within the limits of the budgeted amounts, the bureau may incur expenses. Bills before payment shall be~~
72 ~~approved by the assembly under the same procedures as ordinary bills.~~

73 ~~**2.34.050 Voluntary association.**~~

74 ~~A.—The bureau may form an auxiliary voluntary association to aid in the bureau purposes. Such purposes may~~
75 ~~include the solicitation of funds. Any actions and solicitations by such an auxiliary shall make it clear that its~~
76 ~~actions are not those of an official branch of the municipality, but rather those of a private voluntary~~
77 ~~organization.~~

78 ~~B.—Any funds received by such auxiliary shall be expended only with prior bureau approval. If any auxiliary~~
79 ~~funds remain upon termination of the auxiliary, such funds revert to the Sitka general fund.~~

80 ~~C.—Any disbursements by the auxiliary shall be reported to the assembly in no less than itemized quarterly~~
81 ~~reports.~~

82 ~~D.—The bureau may not guarantee payment of any auxiliary expense without prior assembly approval, nor~~
83 ~~may the bureau donate any moneys to the auxiliary without prior assembly approval, nor may the bureau solicit~~
84 ~~funds for the auxiliary.~~

85 ~~E.—The auxiliary may be dissolved at any time by the bureau or the assembly.~~

86 **5. EFFECTIVE DATE.** This ordinance shall become effective on the day after
87 the date of its passage.

88

89 **PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and
90 Borough of Sitka, Alaska this 24th day of February, 2015.

91

92

93

94 **ATTEST:**

95

96

97

98 _____
99 Sara Peterson, CMC
Acting Municipal Clerk

100

101 First reading: 1/13/15

102 First reading as amended: 1/27/15

103 First reading as amended: 2/10/15

104

Mim McConnell, Mayor