



<b>TRANSMITTAL MEMORANDUM</b>
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**TO:** The Honorable Mayor and City Council

**FROM:** Lacey G. Simpson, Assistant City Manager

**DATE:** November 12, 2020

**RE:** **Donations to the City of Ketchikan from Royal Caribbean Group**

Attached for City Council review is a letter to Mayor Sivertsen from Helen O'Connell of Royal Caribbean Group stating Royal Caribbean Group's interest in making two generous donations to the City of Ketchikan. Assistant Vice President of Government Relations Wendy Lindskoog initially approached the City to offer Royal Caribbean Group's support for upcoming City holiday programs. After some discussion, Royal Caribbean Group has offered to financially support the 2020 Community of Ketchikan Holiday Tree Lighting and Celebration, held virtually, and the Ketchikan Police Department's 2020 Shop with a Cop event. I would like to thank Royal Caribbean Group for their generous support and look forward to continued collaborations with Royal Caribbean.



## Royal Caribbean Group

November 10, 2020

City of Ketchikan  
334 Front St.  
Ketchikan, AK 99901

To: Mayor Sivertsen

Subject: Royal Caribbean Group community support

Dear Mayor Sivertsen,

Our team at Royal Caribbean Group would like to make donations during this holiday season to help spread a little cheer with a place that has been treasured by our guests over the decades. While we are not there in person, our spirit is with you and our hearts go out to your community as this difficult year comes to an end.

We are pleased to support your community in these two ways. We would like to donate \$2,000 for the Holiday Tree Lighting Celebration organized by the City of Ketchikan. We would also like to donate \$3,000 for the Shop with a Cop program organized by the City of Ketchikan Police Department.

If our help is of interest for these two programs, we would need to pay with a company credit card in order to expedite the payment. Please coordinate the transaction with Wendy Lindskoog, Assistant Vice President Government Relations at 907-240-9571.

We truly missed our ships visiting to your community this year and are working hard to get back. Please don't hesitate to contact us if you have questions or need additional information.

Sincerely,

Helen O'Connell  
AVP Corporate Responsibility  
Royal Caribbean Group

CC: Assistant City Manager Lacey Simpson, Police Chief Joe White