

**ANCHORAGE, ALASKA  
AO No. 2021-90**

1 **AN ORDINANCE OF THE ANCHORAGE ASSEMBLY AMENDING ANCHORAGE**  
2 **MUNICIPAL CODE REGARDING MANAGEMENT AUTHORITY OVER MEETING**  
3 **PREMISES AND OTHER MUNICIPAL PROPERTY USED BY THE ASSEMBLY,**  
4 **BOARDS, OR COMMISSIONS.**  
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7 **WHEREAS**, it has been a long-standing practice and custom in the Municipality of  
8 Anchorage that the Assembly Chair has the authority to direct the setting of the  
9 Assembly Chambers at Z. J. Loussac Library for regular and special Assembly  
10 meetings; and  
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12 **WHEREAS**, the new Mayor has asserted that authority in the Assembly Chair does  
13 not actually exist, as reported by the Assembly Chair at the September 14, 2021  
14 meeting; and  
15

16 **WHEREAS**, it has similarly been a long-standing practice and custom in the  
17 Municipality of Anchorage the chair or presiding officers of the various boards and  
18 commissions of the Municipality make settings and operational decisions for their  
19 meetings; and  
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21 **WHEREAS**, there is a lack of express authority in the Anchorage Municipal Code  
22 regarding the extent of the presiding officer's, or Assembly Chair's, powers to make  
23 decisions for a meeting logistics, setting, and operations that intuitively should be  
24 included in a presiding officer's powers and duties; and  
25

26 **WHEREAS**, this ordinance is intended to clarify a long history, custom, and practice  
27 of the Municipality; now, therefore  
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29 **THE ANCHORAGE ASSEMBLY ORDAINS:**  
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31 **Section 1.** Anchorage Municipal Code section 2.30.030 is hereby amended to  
32 read as follows (*the remainder of the section is not affected and therefore not set*  
33 *out*):  
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35 **2.30.030 - Meetings.**  
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38 H. Management authority for meeting premises. Notwithstanding any  
39 other section of this code, the presiding officer of a meeting shall have  
40 management authority over the premises. This subsection shall also  
41 apply to a meeting of a committee of the assembly and its presiding  
42 officer. For purposes of this section:

43 1. "premises" shall mean the Assembly Chambers or other room

1 in which the meeting is held, and adjacent areas and rooms  
2 reasonable and necessary for logistical purposes, staff support,  
3 security, executive session, recess, public and press access,  
4 and other ancillary needs related to the meeting.

5 2. “management authority” is limited to control over the physical  
6 and logistical arrangements of the premises for a meeting,  
7 including furnishings, equipment, technology, security, seating  
8 assignments, accessibility accommodations, signage, décor,  
9 and other personal property and operational matters at the  
10 premises.

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12 (AO No. 13-75; AO No. 61-75; AO No. 242-76; AO No. 78-49; AO No. 79-  
13 137; AO No. 82-140; AO No. 83-120(S); AO No. 83-211; AO No. 84-55; AO  
14 No. 84-86; AO No. 84-224; AO No. 84-249; AO No. 85-15(S); AO No. 85-54;  
15 AO No. 86-62; AO No. 86-151; AO No. 87-12; AO No. 88-164; AO No. 89-  
16 15, 4-1-89; AO No. 90-154(S); AO No. 91-25; AO No. 91-178(S); AO No. 92-  
17 107(S); AO No. 94-76, § 1, 5-3-94; AO No. 94-132(S), § 4, 8-25-94; AO No.  
18 94-177(S), § 1, 10-27-94; AO No. 95-130, § 1, 6-6-95; AO No. 95-83(S-1),  
19 §§ 1—3, 1-9-96; AO No. 96-22, § 3, 2-6-96; AO No. 96-92, § 1, 6-25-96; AO  
20 No. 97-19, § 2, 2-11-97; AO No. 98-161, § 1, 10-20-98; AO No. 2000-121, §  
21 1, 8-15-00; AO No. 2001-126, § 1, 7-10-01; AO No. 2002-148, § 1, 10-15-02;  
22 AO No. 2003-58, § 2, 7-8-03; AO No. 2008-81, § 1, 7-29-08; AO No. 2009-  
23 134, § 1, 1-12-10; AO No. 2015-113, § 1, 10-13-15 ; AO No. 2017-53 , § 5,  
24 4-11-17)

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26 **Section 2.** Anchorage Municipal Code section 4.05.090 is hereby amended to  
27 read as follows:  
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29 **4.05.090 - Meetings.**

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31 A. A board or commission shall hold regular monthly meetings at such  
32 time and place as may from time to time be designated by the board  
33 or commission, but meetings need not be held if no business is  
34 pending. Boards and commissions shall advise the public of their  
35 meeting schedules, or publicly advertise their meetings where  
36 necessitated by statutory requirements. The chairman of a board or  
37 commission, or the municipal employee who is designated as an ex  
38 officio member of the board or commission pursuant to section  
39 4.05.140, or a majority of the board or commission, may call a special  
40 meeting of the board or commission. Meetings of all boards and  
41 commissions shall be open to the public, except for an executive  
42 session, from which the public may be excluded.

43  
44 B. Notice of meetings of boards and commissions shall be as established  
45 in section 1.25.015.

46  
47 C. Management authority for meeting premises. Notwithstanding any  
48 other section of this code, the presiding officer of a board or  
49 commission meeting shall have management authority over the  
50 premises. For purposes of this section:

1. “premises” shall mean the room in which the meeting is held, and adjacent areas and rooms reasonable and necessary for logistical purposes, staff support, security, executive session, recess, public and press access, and other ancillary needs related to the meeting.
2. “management authority” is limited to control over the physical and logistical arrangements of the premises for a meeting, including furnishings, equipment, technology, security, seating assignments, accessibility accommodations, signage, décor, and other personal property and operational matters at the premises.

(CAC 2.64.090; AO No. 89-122(S-1); AO No. 94-132(S), § 6, 8-25-94)

**Section 3.** Anchorage Municipal Code section 25.10.050 is hereby amended to read as follows (*the remainder of the section is not affected and therefore not set out*):

**25.10.050 - Designation of managing agency.**

- A. Except as required in section 25.40.020 and subsections B. and C. of this section, the mayor may in writing designate any municipal agency as the managing authority of a specific parcel of municipal property. Management authority and responsibility shall rest with the designated agency until such authority is transferred pursuant to this section. Any land for which no such managing agency has been designated shall be managed by the Real Estate Department. The designation of management authority shall not confer authority over the disposal of land provided that any agency appointed to manage space leased for municipal offices may in addition be granted authority to acquire and dispose of a leasehold interest in such space.

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- C. On municipal land with space used primarily or exclusively by the Assembly Branch or for legislative purposes, management authority for such space, land or building is hereby vested in the chair of the assembly and may be designated in writing to a department or office established within the Assembly Branch. If such space is not the entire parcel or lot of real property, the management authority conferred under this subsection is limited to the space used as described herein and shall not extend to the disposal of the property. Space under management authority of the assembly chair under this section that is within municipal land managed by the real estate department or another designated agency shall not be subject to closure, eviction, disposal or other management action without the consent of the assembly.

(AO No. 79-170; AO No. 90-31; AO No. 90-112; AO No. 91-173(S); AO No. 2015-23(S) , § 22, 3-24-15; AO No. 2015-47, § 1, 5-14-15 )

1 **Section 4.** This ordinance shall be effective immediately upon passage and  
2 approval by the Assembly.  
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4 PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day  
5 of \_\_\_\_\_, 2021.  
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8 \_\_\_\_\_  
9 Chair

10 ATTEST:  
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14 \_\_\_\_\_  
15 Municipal Clerk  
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