

Submitted by: Assembly Chair  
LaFrance and Vice-Chair  
Constant  
Prepared by: Municipal Clerk and  
Assembly Counsel  
For reading: July 13, 2021

**ANCHORAGE, ALASKA**  
**AO No. 2021-66**

**AN ORDINANCE OF THE ANCHORAGE ASSEMBLY AMENDING ANCHORAGE  
MUNICIPAL CODE SECTIONS 2.20.060 AND 3.30.172 TO RECOGNIZE NEW  
POSITIONS IN THE ASSEMBLY BRANCH.**

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**THE ANCHORAGE ASSEMBLY ORDAINS:**

**Section 1.** Anchorage Municipal Code section 2.20.060 is hereby amended to read as follows:

**2.20.060 – Staff.**

- A.** The Assembly shall have the following staff selected by the presiding officer, and the appointment shall be subject to confirmation by the Assembly.
- 1.** Special Assistant to the Assembly. The general duties of a Special Assistant to the Assembly shall consist of providing policy research and advice to the Assembly, drafting resolutions, memoranda and other working documents, conducting surveys and coordinating public engagement, and assisting the Municipal Clerk as directed by the presiding officer of the Assembly.
- B.** *Classification:* All Staff positions for the Assembly shall be assigned Assembly-appointed classifications in accordance with section 3.30.172.
- C.** *Access to information:* In the performance of duties under subsection A. above, staff to the Assembly shall have full, free and unrestricted access to:
- 1.** All public records, as defined in section 3.90.020;
- 2.** All activities of the municipal government and its various departments;
- 3.** All municipal property;
- 4.** All municipal personnel;
- 5.** All policies, plans and procedures, and records pertaining to financial expenditures by municipal funds; and
- 6.** This subsection C. does not authorize public disclosure of confidential or privileged material under federal, state or local law, or of material the public disclosure of which constitutes an unwarranted invasion of personal privacy.
- D.** *Political activity:* Staff to the Assembly shall not publicly endorse, contribute to, or engage in any political or campaign activity on behalf of any candidate for elected municipal office or on behalf of any

- municipal ballot proposition, including service area ballot propositions.
1. Nothing in this subsection is intended to prohibit Assembly staff from drafting, research, and other work performed at the request of an Assembly Member in the normal course of legislative duties of the particular staff member.
  2. Nothing in this subsection prohibits the Assembly staff from expressing private political opinion outside of the workplace, so long as such expression does not interfere with work performance.
  3. Nothing in this subsection is intended to discourage or inhibit the exercise of voter franchise.

**Section 2.** Anchorage Municipal Code section 3.30.172 is hereby amended to read as follows (*the remainder of the section is not affected and therefore not set out*):

**3.30.172 - Classification.**

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C. The following assembly-appointed classifications are assigned to each range:

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2. Range 20E:
  - a. Municipal clerk.
  - b. Deputy municipal clerk.
  - c. Assembly counsel.
  - d. Ombudsman.
  - e. Deputy ombudsman.
  - f. Special assistant.

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(AO No. 79-195; AO No. 91-96; AO No. 92-5(S); AO No. 92-111; AO No. 94-225, § 3, 12-6-94; AO No. 97-103, § 2, 7-1-97; AO No. 98-79, § 1, 5-19-98; AO No. 98-115(S), § 4, 7-1-98; AO No. 2000-101(S), § 1, 9-26-00; AO No. 2001-56, § 1, 2-1-01; AO No. 2001-98, § 1, 5-1-01; AO No. 2001-130, § 1, 8-1-01; AO No. 2001-132, § 1, 8-14-01; AO No. 2002-69, § 3, 5-14-02; AO No. 2002-100, § 1, 7-16-02; AO No. 2002-111, § 1, 8-6-02; AO No. 2002-130, § 1, 9-10-02; AO No. 2003-29, § 1, 2-11-03; AO No. 2004-3, § 1, 1-20-04; AO No. 2004-85, § 1, 5-18-04; AO No. 2004-87, § 1, 6-8-04; AO No. 2004-132, § 3, 10-12-04; AO No. 2005-6, § 1, 2-15-05; AO No. 2005-119, § 1, 9-27-05; AO No. 2005-151(S), § 1, 10-25-05; AO No. 2009-84, § 1, 7-7-09; AO No. 2015-112(S), § 6, 1-1-16 ; AO No. 2016-39, § 1, 4-12-16 ; AO No. 2017-107 , § 1, 8-8-17; AO No. 2018-17 , § 1, 2-27-18; AO No. 2018-108(S) , § 4, 12-31-18; AO No. 2020-79(S) , § 4, 8-26-20)

**Section 3.** This ordinance shall be effective immediately upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

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ATTEST:

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Chair

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Municipal Clerk