

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2014-41

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA, ALASKA
AMENDING SITKA GENERAL CODE SECTION 2.04.020 MEETINGS
TO CLARIFY WHO SHALL ATTEND ASSEMBLY EXECUTIVE SESSIONS

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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.** Alaska’s Open Meetings Act (Alaska Statute 44.62.310) intends to ensure that decisions made and actions taken by governing bodies are public knowledge and represent the will of the served public. An executive session is part of a public meeting from which the public may be excluded to discuss a limited and specific subject matter. The governing body may, at its discretion, invite others into the executive session. This ordinance clarifies that the municipal administrator (as chief administrative officer for the assembly); the municipal attorney (to assure compliance with Alaska’s Open Meetings Act and to advice on legal issues); and the parliamentarian (to advice on meeting conduct) will attend executive sessions. Alaska Statute 29.20.380 and Sitka General Code 2.04.110 designate the municipal clerk to act as the parliamentarian. Historically, the municipal administrator, municipal attorney, and parliamentarian routinely attend an executive session, unless a motion made and approved by the assembly states otherwise. However, these practices have never been codified.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that Section 2.04.020 of the Sitka General Code is amended to read as follows:

Chapter 2.04
CITY AND BOROUGH ASSEMBLY

2.04.020 Meetings.

F. The municipal administrator or (his/her designee) serving as chief administrative officer for the assembly; the municipal attorney to assure compliance with Alaska’s Open Meetings Act and to advise on legal issues; and the municipal clerk as parliamentary advisor will attend executive sessions of the assembly, unless otherwise excluded in the motion to enter into executive session. Other persons may be invited into the executive session by an approved motion of the assembly and must be named in said motion.

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

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 13th day of January, 2014.

Mim McConnell, Mayor

ATTEST:

Sara Peterson, CMC
Acting Municipal Clerk