

**ALEUTIANS EAST BOROUGH
ORDINANCE SERIAL NO. 26-01**

**AN ORDINANCE AMENDING TITLE 2, SECTIONS 2.12.030(A) AND (B) OF THE
ALEUTIANS EAST BOROUGH CODE OF ORDINANCES**

WHEREAS, the legislative power of the Aleutians East Borough (the “Borough” or “AEB”) is vested in the Borough Assembly under Alaska State Statute Section 29.20.050; and

WHEREAS, the Borough has adopted a Borough Municipal Code of Ordinances (referred to herein as the “Code” or the “Borough Code”) which includes procedures for the distribution of written materials to the Borough Clerk, Assembly members, the Mayor, the Borough Administrator and publication of notice of meetings; and

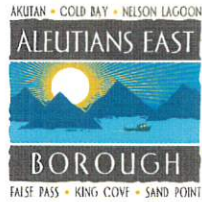
WHEREAS, the Borough desires to amend the Code to establish an agenda-setting process to include agenda items requested by Assembly members and/or Borough citizens; and

WHEREAS, Code Section 1.04 provides that the Code may be amended by act of the Assembly; and

WHEREAS, deletions from the current Code are ~~struck out~~ and additions are indicated in **bold red type**.

NOW THEREFORE, BE IT ENACTED:

Section 1. Agenda for Regular and Special Meetings. Section 2.12.030(A) of the Borough Code is hereby amended to add a process whereby Assembly members and/or AEB citizens may request to have items added to a regular or special Assembly meeting agenda. The revised Section will read as follows: “Regular and Special Meetings. All reports, communications, ordinances, resolutions, contract documents, or other matters to be submitted to the Assembly shall, at least seventy-two (72) hours prior to each Assembly meeting, be delivered to the Borough Clerk, whereupon the Mayor shall arrange a list of such matters according to the order of business. At

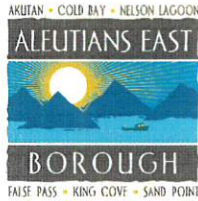


least forty-eight (48) hours in advance of the Assembly meeting, the Borough Clerk shall furnish each member of the Assembly, the Mayor, and the Borough Administrator a copy of the same in packet form. Distribution shall be by electronic mail to each Assembly member's email address of record as well as by posting on the Borough's website. If distribution by electronic means is not available, distribution shall be by delivery in person or mail to the Assembly member. **An Assembly member may request that an item be placed on the agenda by submitting a written request to the Borough Clerk's office at least ten (10) days prior to the intended Assembly meeting. The written request from an Assembly member to place an item on an agenda must be submitted to the Borough Clerk on a form provided by the Clerk. All Borough citizens may request that an item be placed on an Assembly agenda by submitting the request to an Assembly member who will then submit the request in the manner and time frame stated above. If the requested agenda item requires any materials to be prepared by Borough staff, it is recommended that the requestor allow more time than the minimum requirements provided in this section. The Mayor may delay or deny placing an agenda item on the agenda for the requested meeting based on the needs of the Borough. If a requested agenda item will be delayed or denied, the Borough Clerk will notify the requestor of the delay or denial."**

Section 2. Agenda for Work Sessions. Section 2.12.030(B) of the Borough Municipal Code is hereby amended to read as follows: "Any matter to be considered by the Assembly in work sessions shall be listed in agenda form and delivered to the Borough Clerk, along with any written materials to be considered in the work session at least seventy-two (72) hours prior to such work session. The Borough Clerk shall distribute such agenda and any written materials to the Assembly, Mayor and the Borough Administrator at least forty-eight (48) hours prior to such work session. Reasonable public notice for work sessions of the Assembly shall be required. **An Assembly member or other Borough citizen may request that an item be placed on an Assembly agenda by submitting the request following the process and timeline stated in Section 2.12.030(A)."**

Section 3. Classification. This ordinance is of a general and permanent nature and shall become part of the Borough Code.

Section 4. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.



Section 5. Effectiveness. This ordinance shall become effective upon adoption.

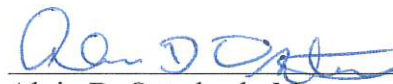
Section 6. Adoption of Sections. The Code Sections referenced in this Ordinance 26-01 are hereby amended as set forth herein in this Ordinance and are hereby adopted as part of the Code of Ordinances of the Aleutians East Borough.

BE IT ENACTED BY THE ASSEMBLY OF THE ALEUTIANS EAST BOROUGH on this 9th day of October, 2025.

Date Introduced and Approved: October 9, 2025

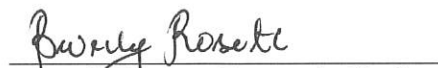
INTRODUCED: September 11, 2025

ADOPTED: October 9, 2025


Alvin D. Osterback, Mayor

Date: 10/9/2025

ATTEST:


Beverly Rosete, Borough Clerk

Date: 10/9/2025