

## Topic 1 : GBOS Rules and Procedures -

Work on GBOS Rules and Procedures to focus on changing them first to reflect how things are done now.

Later, work to change items that GBOS would like to handle differently in the future.

Margaret will email word docs of the current rules and the draft document provided at this meeting to GBOS members.

GBOS to review the material in the meeting packet and the existing rules and procedures.

Members to provide input by June 23 via email to Margaret.

Mike and Briana will review input and provide an updated draft to share July 15.

Follow up meeting will be scheduled after July 15.

## Topic 2: GBOS 1-3 year goals –

GBOS members are to consider ideas for a list of goals to be considered at the follow up WS date TBD after July 15.

Agreement on where we need to go with this

More efficient in meetings

2 full cycles - whether or not

Clean up processes

- Reference what we need to do

Three or Four general things the general result should look like

4 principles on what content should be - Agree - then

Get into details of language

Revamp significantly - or

Q changes to the way we're doing things now

OR keep the way we're doing things

Stop duplication, speed process

Clean up process with relationship with LUC and GBOS. Acknowledging traditional CC role and slightly more powerful. Balance those two things. The way that LUC works becomes a model of how other committees work, which is not the case. Messy.

UCC - stuck. Their role is not part of Turnagain Arm.

Problem with GHEC - subcommittee vs advisory - ad hoc GTC, PSAC, GHEC, all are groups set up to be advisory

Things we can do today

What we want to be doing in the future

In some cases document doesn't do either - needs to be revised.

Some might want to modify anyway. Just update document to reflect what changes we really want?

CODE - reference -

1 does it match code - legal obligations (OMA also)

2 does it match what we do now - scale of problem

3 does it match what it should be doing - efficient meetings, procedural - etc - what does group want. Remove redundancy. i.e. public hearings

This loses public participation - new and unfinished business. Some can be dealt with on evening.

*1.05.020 Officer, employee, department, board, commission or other agency. Whenever any officer, employee, department, board, commission or other agency is referred to by title only, such reference shall be construed as if followed by the words "of the Municipality of Anchorage."*

In order

FIRST SECTION Descriptive

What is GBOS & Structure in Girdwood

Legal framework.

Article I MEMBERSHIP - state code -

Recall include other code section - remove members of boards/elected - Assembly action, mayor election, ethics,

Powers of GBOS - preamble - general purpose of GBOS

Article 2. Active committees regularly

After Committees, Memberships, RULES (second?)

VOTE- ing - change reconsideration, tie, where potentially necessary **use verbiage from email about step by step reconsideration from 2024**

This note is to clarify how to handle a reconsideration.

If a motion to reconsider is called during a meeting then we handle it the usual way. But unusually, a motion to reconsider can be moved up to 24 hours after the adjournment of the meeting. This option makes sense as more information may come to light the following day and sometimes we need some time to reflect on votes made in the pressure of a meeting.

How to handle a reconsideration motion moved \*after\* a meeting.

- Any supervisor who voted on the prevailing side of an issue can move to reconsider.
- The motion must be seconded, but the second can be any other supervisor however they voted, and including those not present at the meeting.
- Since there is a 24 hour deadline, the mover may directly contact any or all other supervisors to ask for a second - this is an administrative process so it falls outside the deliberative restrictions of the OMA.
- Once a second has agreed, the mover should inform the chairs and staff by email or text (or any other method with a timestamp) so we have a record that it was moved and seconded within 24 hours after adjournment of the meeting where the item was considered.
- The mover and seconder may withdraw the motion to reconsider within that same 24-hour window. Once the 24-hour deadline is passed, the motion can not be withdrawn until it is being considered as an item of business in a meeting.
- If the motion was proper, then a potential reconsideration of the matter will be added to the next scheduled meeting under Unfinished Business. For time-critical matters, a special meeting may be called.
- Once the motion to reconsider is accepted, further discussion of its substance would fall under the OMA so must be limited to no more than 2 supervisors unless we are in an open meeting.
- When the motion to reconsider comes to the board, the first vote is whether to uphold the original vote (NO) or reconsider the matter (and possibly revote) (YES). If the motion passes, then the item resumes as if it was just brought to the body (i.e. there is no motion on the table, amendments can be made, etc.)

Type of MEETINGS: 1 week , vs 2 meetings official public hearing.

Agenda - presentations, reports, public comment, consent agenda, Unfinished business, new business, Tabled items and then goes into unfinished business. Introducing it now - if brief - consent agenda, and formal discussion. Purpose is for Public discussion. Public comments after introduction is good, then we discuss it. Public invited to talk and can, then we move into board discussion. Then can ask individually - invitation, of public to respond to questions, etc. Not as formal as public hearing, but close. Split the items into sections. We can still allow comments on items and still can require public hearing.

Budget absolutely has to go through public hearing.  
Articulate pressing items if time constraint.

Avoid free for all discussion all the time. DISCOURAGES engagement.

Change 'he' to 'they' in II. B. Meeting Absences:

Article 2. COMMITTEES: C.

Public Safety Advisory Committee: all wording is fine and in their procedures, adopted by their committee and approved by the GBOS and amended as needed. (\*quarterly)

D. Cemetery Committee: *Add* In 2024, the Cemetery was determined an areawide power and the committee will be dormant until a new bond or Capital Improvement Project or similar is enacted for a Girdwood Cemetery.

See H. Quorum: ... Title II, Article 3 (J) are met. *What does this mean?*

Article 5. AREAS OF RESPONSIBILITY A. *add H. Housing and Economic ....*

Voting Conclusions Article 6. E. *three possibilities exist regarding agreement btwn GBOS and LUC:*

- a. *b. c. need to edit any of this? It reads fine, actually, just may need a new option or ability for edits to be made by GBOS of an LUC concept.*

F. edit to address attending meetings via TEAMS or online platform, which is to be considered in reaching a quorum of members, *unless the conditions of Title II, Article 3 (J) are met, in which case, members participating via telephone may vote on items before the board. \*\* edit?*

Article 7. PUBLIC HEARINGS

All A - F read well. Need to utilize this process and procedure - do we add when it is used? Following Presentation?

Article 8. PRESENTATIONS C. Issues needing a vote

Edit to say .... Require a minimum of two presentations at two different - - - meetings ~~at least a month apart.~~

At the first meeting the issue will be introduced as new business with as much information as possible and requested. ... The second meeting presentation will provide all information necessary to visualize and comprehend the entire nature and scope of the project... Exception may be an issue of extreme importance of a timely nature, in which case **only one meeting is necessary and the rules for second presentation apply.** **\*\* say when public hearings happen/presentation #2?**

D. edit to include GHEC in two places.

In here should it state that GBOS Secretary 'drafts the language with members of the LUC/Trails/Cemetery/PSAC document for GBOS consideration and approval... *and may be amended by GBOS?* Secretary drafts the purpose of the committees' discussion/conclusion for a letter (3 options - Non Objection, Support, or Resolution of Support)

GBOS - should be authored by GBOS

\*Need to have everything that comes up on agenda must be \*sponsored by supervisors\* up to 2.

## Article 9: BUDGET PROCESS/

1. Edit to include GHEC

2. Period of 46 days... beginning on day of the budget introduction, at least 2 public hearings on the proposed Service Area operating budget will be held. Public Hearing dates will be announced during the introductory budget meeting and will be posted as outlined in Section I, G under the same conditions as special meetings.

**\*\* If Public hearings are twice, then they need to be on both of our Agendas, including the approval date regular GBOS meeting for Budget.\*\***

3. ... no later than the beginning of the last full week in the Third Quarter (end of September).

4. Ok here it says the final Public Hearing will be held and presented to the Service Area in the beginning of the Fourth Quarter (October) at which time GBOS votes and makes any advisory modifications, if necessary, to the final Service Area Budget....

## Article 10: CONDITIONAL USE PROCESS

GBOS will consider only those requests for Conditional Use Applications that have been received 30 days in advance of the next scheduled meeting. **\*\* add any exceptions here? \*\***

Presentation Format:

After presentation, the board members will ask questions and will invite the public to ask questions and speak about the project **\*\*this can get lengthy and turns into a public hearing sometimes\*** open welcome setting though.

Initial Presentation: *Add GHEC somewhere in order of presentations? Although this is CUProcess so maybe not.*

*RULES & PROCEDURES should do:*

*\*Reflect what we do,(where we are) and what we should be doing\**

Update the GBOS Rules & Procedures to include GHEC

I. A.a. add housing and economic power .. to list of GVSA supervisor 'exercise of'

II. Article 1. MEMBERSHIP

New D. (and D becomes E.) or within B. at end

B. Recall Procedure: *revise this paragraph sligh*

Declaration of Vacancy:

Filling the vacancy will be done in the following manner: *revise to match AMC Code*

1. meets 2. *Revise* 3. meets

C. Resignation

D. Providing notebook

E. Decorum: The GBOS operates under the Girdwood Public Meetings standards of conduct. Good faith input from community members (at all Board, Committee, and Subcommittee meetings) is encouraged by GBOS.

Members shall adhere to and promote this environment by listening actively and objectively, providing honest and fair dealings with the public. Members of the board shall direct comments to the board rather than addressing the public. Keep comments respectful, civil, courteous, and free of denigrating speech. Acceptable

business etiquette shall be the norm that earns respect and trust of citizens and fellow members. Refrain from unacceptable conduct. See numbers 5.6., in Public meetings standards of conduct.

F.

G. Insert 'websites' plural, as GBOS has a social media page

II. Article 1: Membership B. Meeting Absences: A Member intending to be absent at a Regular Meeting shall request from the Chair or Co-Chair to be excused in advance of the meeting from which he will be absent. See AMC 2.30.075 Absences, excused absences, and telephonic participation.

A. Unless a member is participating telephonically with advance approval of the chair, a member who is physically absent from any meeting will be recorded as absent. A member who is physically absent from any meeting, and not approved to participate telephonically, must obtain approval from the chair for the absence to be an excused absence. \* no time frame/reference in code

B. A member who is participating telephonically may participate in and vote at the meeting by telephone or other electronic means under the following circumstances:

1. The meeting is held with a quorum of members physically present, except as expressly provided in subsection D. of this section; too limited for GBOS

2. Reasonable technical capabilities are available at the meeting location to allow the member to participate, to include being able to hear and engage in discussion, and being audible to all persons participating in the meeting;

3. The member participating telephonically has the ability to obtain the meeting agenda and other pertinent documents to be discussed and/or acted upon; and

4. A member who is participating telephonically will have a voice vote.

C. Telephonic participation under this section shall include any means through which a member may participate remotely, to include being able to hear and engage in discussion, and being audible to all persons participating in the meeting.

D. When the mayor, governor, or federal government has declared an emergency, or for good cause by ruling of the chair, a quorum of assembly members may be established with the combined total of members physically or telephonically present. \*GBOS limited in size to achieve quorum in person, so could edit this code.\*

Article 1: D. read '(digital) copy of the Girdwood Comprehensive Plan,

II. Article 2: COMMITTEES

A. Edit LUC description? Add not subject to OMA?

B. GTC: revise/ add not subject to OMA

C. PSAC: " "

D. Cemetery Comte: revise

Add E. GHEC - description of Housing and Economic Power paragraph

II. Article 3: MEETINGS

D. Executive Sessions: Matches but needs slight revision

Co-Chair or Chair taking possession of the recording?

[AMC 4.05.100 A board or commission may at any time go into an executive session from which the general public may be excluded by a vote of the majority of the members taken at a public meeting, at which session only those subjects shall be considered as are mentioned in the motion for the executive session. No matter shall be voted upon during an executive session.

The following subjects may be discussed in an executive session:

A. Matters, the immediate knowledge of which would adversely affect the finances of the government unit

B. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

C. Matters which by law, Municipal Charter or ordinance are required to be confidential (CAC 2.64.100)]

II. Article 5: AREAS of RESPONSIBILITY

Add h. GHEC

B-E begin with Members are expected to...

F. could be Decorum here if see fit instead

II. Article 6: VOTING

B. Reconsideration - *update with verbiage from above*

F. re: telephone quorum - *needs revision unless completed in 2021*

E. Voting Conclusions: *clean up process between GBOS and LUC*

II. Article 7: PUBLIC HEARINGS

A-F GBOS doesn't necessarily operate the way our Rules & Procedures dictate. The procedures allow for GBOS to be much more productive and thus less redundant with discussions, often lengthy, at 2 LUC meetings and 2 GBOS meetings.

II. Article 8: PRESENTATIONS

See above (Presentation, then public hearing)

II. Article 12: CORRESPONDENCE FROM THE GBOS

B-D **need revision.** *Prefer Margaret's revision here.*

Correspondence between meetings, establish members/individuals and 'GBOS' as body

Have the right to speak as a supervisor individually. General principal across the board but maybe needs to be stated.

II. Article 14: Amendments to Rules & Procedures

A. Amendments need 28 days for Rules & Procedures

Clean up where we post and make things current!! Digital age.

Also: Agendas

Consent Agendas could be applied to GBOS organizational structure as suggested

How do things get ON the agenda - named supervisor (up to 2)

How agenda is constructed

When things come from subcommittee

Items deemed worthy

- **11/25 meeting - dimensional variance case (2024-0112) process for acknowledging these (LUC?)**

PUBLIC HEARINGS) – Agenda items in this category are typically NEW public hearing agenda items or certain items that require two public hearings (i.e. budget). Ordinances in this category, except emergency ordinances, must be introduced at a previous meeting. Resolutions in this category may be introduced at a previous meeting, but some resolutions by code are automatically

set for a public hearing

Absences in Code (excused too)

## **I ESTABLISHMENT AND PURPOSE OF GIRDWOOD BOARD OF SUPERVISORS**

Establishment of Girdwood Valley Service Area (GVSA)

Role of Girdwood Board of Supervisors (GBOS)

Role of Girdwood Valley Service Area staff

Special role of Girdwood Land Use Committee (LUC)

## II RULES OF PROCEDURE

### Article 1 MEMBERSHIP

- A. GBOS consists of five Members, also referred to as Supervisors, elected in accordance to Anchorage code (Ref AMC 27.20.110).
- B. GBOS Members serve as both Public Servants and Elected Officials within the meaning of Anchorage Municipal Code. All procedures applicable to appointment, recall and removal of an Elected Official apply equally to Supervisors, unless Code provides specific exceptions. A non-exhaustive list follows:

**Resignation.** A Supervisor may resign their seat in writing to the Chair(s) and/or to the Girdwood Service Area Manager.

**Vacancy by unexcused absences.** A seat is declared vacant if the Supervisor fails to attend three consecutive regular or special meetings without providing an excuse, or fails to attend two-thirds of regular and special meetings in a twelve month period without excuse.

**Recall by voters.** A Supervisor may be removed by the voters through a special recall election.

**Removal by Assembly.** A Supervisor may be removed for a breach of the public trust through action by the Assembly.

**Appointment to vacant seats.** When a seat is declared vacant, the Mayor will consult GBOS and appoint a qualified candidate, subject to confirmation by the Assembly.

- C. GBOS Procedure for appointment to a vacant seat.  
When a vacancy is established, a notice of vacancy shall be posted for a minimum of 14 days and maximum of 30 days, requesting nomination of qualified candidates and with a deadline for nominations at the end of the notice period.  
Within 7 days of the nomination deadline, GBOS will meet in an open meeting to consider the nominated candidates and perform due diligence on whether they are qualified and suitable. This meeting may only move into Executive Session upon a specific finding that information will be discussed which meets the necessary requirements for an Executive Session under the Alaska Open Meetings Act.  
At the meeting, GBOS may recommend a nominee to the Mayor for appointment.  
If no nominee is recommended by GBOS, one additional notice of vacancy may be posted. If the second nomination round fails to secure a GBOS recommendation, then GBOS will inform the Mayor that GBOS does not have a recommended appointee.

### Article 2 MUNICIPAL CODE OF ETHICS

- A. As Elected Officials, Supervisors are subject to the Municipality of Anchorage's Code of Ethics (Ref AMC 1.15).  
The Code of Ethics includes restrictions on the use of Municipal resources, limitations on accepting gifts and remuneration for representation, prior disclosure of interests in Municipal contracts, and public disclosure of potential conflicts of interests.

## **ARTICLE 3 OFFICERS AND AREAS OF RESPONSIBILITY**

- A. A Chair or Co-Chairs. At the first GBOS meeting following the certification of the annual municipal election, GBOS will elect a Chair to serve a one year term. Alternatively, GBOS may appoint two co-chairs instead of one Chair.

The duties of the Chair (or Co-Chairs) is to:

- a. Act as presiding officer at GBOS meetings
- b. Solicit agenda items from Members and GVSA staff
- c. Work with GVSA administrative staff to call meetings and publish meeting agendas and associated material
- d. Represent GBOS as a body unless GBOS delegates specific authority to a Supervisor with relevant responsibility.
- e. Execute documents requiring GBOS signature, or delegate signature to a Supervisor with the relevant responsibility.

- B. Vice Chair. GBOS does not appoint a Vice Chair.

- C. Each Supervisor has a specific area of responsibility to 'oversee', which roughly aligns to GVSA services. These roles may be adjusted from time-to-time, but are currently:

- a. Fire
- b. Housing and Economic Development
- c. Land Use
- d. Police, Roads and Utilities
- e. Recreation and Trails

Supervisors choose their area of responsibility at the same meeting as the Chair is elected. In the case where more than one Supervisor chooses the same area, it is allocated by seniority, When supervisors have equivalent seniority, allocation is made by lot.

- D. Supervisors are expected to attend relevant Committee meetings in their area of responsibility, respond to community requests, liaise with the service provider and report at regular meetings if the service provider is unavailable.

## **ARTICLE 4 MEETINGS**

- A. Potential conflicts of interest shall be disclosed by Supervisors before a topic is discussed. The Code of Ethics (AMC 1.15.060) details the procedure and requirements for disclosure. In general, potential conflicts should be disclosed where there is a reasonable concern that a potential conflict might arise.

<lots more to go here>

## **ARTICLE 5 VOTING**

- A. An accurate roll call of Supervisors shall be taken at the start of each meeting, and a statement on the record shall be made whenever a Supervisor joins or leaves the meeting while it is in session.
- B. Unless a Supervisor is recused from an item due to the determination of a substantial conflict of interest, or is no longer present at the meeting, all Supervisors must participate in a vote in either the affirmative or negative.

- C. Voting may be performed by consent or by roll call, such that the vote of each member can be determined from meeting minutes.
- D. A motion passes if a majority of the Supervisors voting cast a vote in favor, unless a higher threshold is required by code or Roberts Rules.
- E. In the case of the first tied vote on a question, any Supervisor may immediately call for a revote. On a second tied vote, or first tied vote if no revote was requested, the motion fails.
- F. Reconsideration. Any Supervisor voting with the prevailing side of a motion may call for a motion of reconsideration. This motion must be seconded by any Supervisor. If this motion is called before adjournment, the motion of reconsideration is taken up immediately as the next item of business.
- G. Reconsideration after meeting adjournment. A motion for final action may also be subject to a motion for reconsideration if it is called and seconded within 24 hours of the adjournment of the meeting in which the final action was taken. The motion must still be made by a Supervisor who voted for the prevailing side and seconded by any Supervisor. In these circumstances, informing Supervisors that a motion for reconsideration was called and soliciting a second for the motion is an administrative action for the purposes of the Alaskan Open Meetings Act.

## **ARTICLE 6 CORRESPONDENCE FROM GBOS**

- A. Resolutions. A resolution is a formal statement of the will of the body, and can be either in support or opposition to a particular position or action. Resolutions are signed on behalf of the body by the Chair, Co-chairs or the Supervisor of a relevant area of responsibility.
- B. Letter of Non-Objection. A LONO is typically used for administrative action where the body does not have a strong stated opinion or is formally stating no concerns with a particular project or action.
- C. Other Correspondence. GBOS may also write letters requesting further information, outlining conditional or initial positions, sharing background information etc. <Approval?>

## **ARTICLE 7 BUDGET PROCESS**

- A. GBOS shall approve a Girdwood Valley Service Area budget no later than the September regular meeting. The service area budget shall be transmitted as a recommendation to the Mayor.
- B. GBOS shall hold at least two work sessions to develop the budget during the three months prior to the September meeting.

## **ARTICLE 8 COMMITTEES AND SUBCOMMITTEES**

<lots to add>

## **ARTICLE 9 AMENDMENTS**

- A. Rules of Procedure for the GBOS may be amended by a majority of the GBOS. Proposed amendments shall be posted for the public at least twenty-eight (28) days before the regular meeting where they will be under consideration.

### II.C.3 Regarding replacement of GBOS Officer mid-term currently reads:

C. Resignation by a Member will be done in the following manner: 1. Member submits signed letter of resignation to the Chair or Co-Chair and to the Mayor concurrently. 2. Public notice of seat vacancy will be posted as outlined in Section I, G for a minimum of fourteen (14) full days stating specific Seat Vacant, Term, and requesting that a brief resume from those interested in filling the seat be submitted to the GBOS by a specified closing date. 3. Within seven (7) days of closing date for resumes, the GBOS will meet in Executive Session to make a recommendation to be forwarded to the Mayor along with all other resumes received.

Consider removing the section stipulating that GBOS forward other applicant names to the mayor when suggesting an applicant to fill a mid-term GBOS vacancy."

December 2024

Before we dive in

GBOS: What are the priorities of our Rules & Procedures?

- 1) More efficient Meetings -
- 2) Clean up processes -
- 3) ? Clear subcommittees and traditional CC role balance
- 4) Encourage public participation -

If we find 3-4 goals of the Rules & Procedures, we can get into the details of language.

\*Do we revamp significantly? OR \*Just edit what we have, in the organization it is. Needs revision, but just update document to reflect what changes we really want?

Above 2) Reference what we need to do - what result should look like. Changes we can do today so GBOS in future can do what

Changes to the way we're doing things now OR keep the way we're doing things?

Also: CODE reference

Once GBOS gives the go ahead of an approach, Co-Chairs will start editing the R&P as such.

An additional idea:

Put document through rubric 1. Does it match CODE 2. Does it match what we do now (shows scale of problem) 3. Does it match what we should be doing

Ex) Public hearings

Remove redundancy

New & unfinished business.

## II. Article 7: PUBLIC HEARINGS

A-F GBOS doesn't necessarily operate the way our Rules & Procedures dictate. The procedures allow for GBOS to be much more productive and thus less redundant with discussions, often lengthy, at 2 LUC meetings and 2 GBOS meetings.

PUBLIC HEARINGS) – Agenda items in this category are typically NEW public hearing agenda items or certain items that require two public hearings (i.e. budget). Ordinances in this category, except emergency ordinances, must be introduced at a previous meeting. Resolutions in this category may be introduced at a previous meeting, but some resolutions by code are automatically set for a public hearing

Robert's Rules of Order Newly Revised - as adopted by our Bylaws - are, in effect, default rules; they govern only if there are no contrary provisions in any federal, state, or other law applicable to the society, or in the society's bylaws, or in any special rules of order that the society has adopted. This fact must always be kept in mind when reading Robert's Rules of Order.

In this case, Muni Code applies to GBOS - and the definition by Code for our Rules & Procedures takes precedent over

Section	Title	Does it match...			Notes
		code & statutes	what we do now	what we want to do?	
I.A	Establishment and General Powers of Girdwood Board of Supervisors	In part	In part	?	Update to current code and rewrite. Clarify GVSA vs GCC areas & role of LUC
II.1	Membership	No	Mostly	Mostly	Update to match code for recall, vacancies, etc.
II.2	Committees	N/A	No	No	Update to reflect committees and clarify roles wrt GBOS
II.3	Meetings	Mostly	Mostly	No	Update to reflect code. Explain the role of staff. Add changes to regular agenda?
II.4	Officers	Yes	No	No	Update to co-chairs. Clarify role of staff
II.5	Areas of Responsibility	N/A	Mostly	Mostly	Update. Merge with previous section?
II.6	Voting	No	Partly	Partly	Update to match Ethics code. Update Reconsideration. Update motions. Dealing with ties? Clarify "Outcomes" applies to LUC only
II.7	Public Hearings	Partly	No	No	We don't distinguish public hearing items at all. Should we? If we keep this, need to revise wrt OMA
II.8	Presentations	N/A	No	?	Update to reflect current or future practice
II.9	Budget	Yes	Mostly	Mostly	Small update plus add in the CIP process
II.10	Policy/Process for Vacating Rights of Way and Easements	?	?	?	Is this still relevant or accurate?
II.11	Correspondance from the GBOS	N/A	No	No	This doesn't reflect how we work now. Need to clarify role of staff.
II.12	Emergency Permitting Process	N/A	?	?	We probably don't need this now we have staff
II.13	Amendments to the Girdwood Board of Supervisors Rules and Procedures	N/A	Yes	Maybe	Is this the right process going forward, considering OMA requirements
Attach 1	GBOS Standards of Conduct	N/A	Yes	Mostly	Could revise slightly based on 3 years of experience
Attach 2	Conditional Use Process	Partly	Yes	Maybe	Reference AMC 21.03 (T21 procedures). Do we still want to require 4+ meetings?

**From:** [Kellie Okonek](#)  
**To:** [Tyler, Margaret S.](#)  
**Cc:** [Jennifer Wingard](#); [Brian Burnett](#); [Mike Edgington](#); [B Sullivan](#); [Kelley, Kyle T.](#)  
**Subject:** Re: GBOS Work Session follow-up  
**Date:** Saturday, June 21, 2025 7:05:34 PM

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**[EXTERNAL EMAIL]**

Hi all,

Wanted to circle back on the ongoing discussion around GBOS procedures and how they align with Anchorage municipal expectations. I took some time to do a line-by-line comparison against AMC 2.30 and AMC 27.10.040, and here's the bottom line:

**GBOS procedures are materially consistent with Anchorage municipal expectations.** No substantive discrepancies were identified.

There are stylistic and structural differences, sure—but nothing that indicates a conflict with code. I looked specifically at the areas of officer elections, meeting frequency, voting, special meetings, public testimony, and code of conduct. Language and format vary, but the intent and function are in alignment.

Just wanted to offer this up since I know we've had a few rounds of meetings without full resolution, and feedback is due Monday. Happy to share the detailed notes if anyone wants them.

Thanks,  
Kellie

On Jun 17, 2025, at 4:08 PM, Tyler, Margaret S.  
<margaret.tyler@anchorageak.gov> wrote:

Hi GBOS,  
A reminder that your input on the Rules and Procedures revisions is requested by next MON June 23.

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**From:** Tyler, Margaret S.  
**Sent:** Monday, June 9, 2025 3:16 PM  
**To:** Jennifer Wingard <girdwoodgalaxy@gmail.com>; Kellie Okonek <kelliegbos@gmail.com>; Brian Burnett <burntski@gmail.com>; Mike Edgington (GBOS) <gbos.medgington@gmail.com>; B Sullivan <bsullivan.gbos@gmail.com>  
**Cc:** Kelley, Kyle T. <kyle.kelley@anchorageak.gov>  
**Subject:** GBOS Work Session follow-up

All,

Attached are word version docs of the Rules and Procedures rev March 2022 and the suggestions compiled for the meeting today.

I've added a packet for today's meeting to the website, which includes the notes as well as the document that was reviewed today.

I also added a page at the beginning that covers the direction forward for review, input, update and future meeting on the topic, with the target dates that were discussed.

This information is available here:

[GBOS WS 6.9.25 Rules and Procedures 1-3 year plans packet](#)

Margaret Tyler  
Girdwood Parks and Recreation  
907-343-8373

<GBOSRules&Procedures suggestions.docx>

<GBOS RULES AND PROCEDURES Rev 3.22.doc>