


SUBJECT: A RESOLUTION REACTIVATING THE GREATER FARM LOOP COMMUNITY COUNCIL.





AGENDA OF: June 6, 2017

ASSEMBLY ACTION:

*Approved Under the Consent
Agenda 6-6-17* 

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator - P. Graham		
1	Planning and Land Use Director		
2	Borough Attorney		<i>Farm Only MSB Law not reviewing adequacy of Bylaws</i>
3	Borough Clerk		<i>5/26/17</i>

ATTACHMENT (S) : Fiscal Note: Yes ___; No X
 Supporting documentation from the
 Greater Farm Loop Community Council (12 Pages)
 Great Farm Loop boundary map (1 Page)
 MSB 2.76 - Community Councils (4 Pages)
 PC Resolution 17-17 (2 Pages)
 Resolution Serial No. 17-045 (with attachment)

SUMMARY STATEMENT:

MSB 2.76 Community Councils outlines the requirements and responsibilities for establishing community councils. 2.76.040 (B) requires that the borough conduct a review of district boundaries and the number of districts at least every three years. During the 2008 community council boundary review three councils were declared to have "inactive status"; Skwentna, Farm Loop, and Chase, due to the fact that they failed to meet the minimum requirements in MSB 2.76.030 (C), which states:

(C) Inactive status of community councils. The planning commission may recommend to the assembly that the previously recognized community council be declared inactive if the community council has failed to meet the

following requirements:

- (1) The community council has not held a minimum of two meetings during the previous calendar year.
- (2) The community council has failed to inform the borough administration of current officers with appropriate addresses and telephone numbers.
- (3) The community council has failed to comply with the requirements to maintain recognition as specified in MSB 2.76.030(B).

MSB 2.76.030 (D) says in part, that "Active status can be reinstated by assembly resolution upon request by representatives of the community council."

In October 2016 the planning department received a request from Greater Farm Loop residents to reactivate that community council. All supporting documentation necessary to meet the requirements for reactivation was provided. The newly adopted bylaws indicate that they will use the same boundaries as the previous farm loop community council. A map showing these boundaries is attached.

PLANNING COMMISSION ACTION:

On May 1, 2017 the Planning Commission held a public hearing on Resolution 17-17 recommending assembly approval of the request to reactivate the Farm Loop community council. The Planning Commission requested one change, that the legal description reflect that the boundary excluded property within the City of Palmer, this change was made and is shown on the map attached. Planning Commission Resolution 17-17 passed unanimously.

RECOMMENDATION OF ADMINISTRATION:

Staff respectfully requests assembly adoption of the resolution reinstating the Greater Farm Loop Community Council.

Greater Farm Loop
Community Council



RESOLUTION CONCERNING THE REACTIVATION OF THE
GREATER FARM LOOP COMMUNITY COUNCIL
Resolution No. 01-2016

WHEREAS, the Matanuska-Susitna Borough Assembly has established the boundaries of the Greater Farm Loop Community Council (“Council”) area;

WHEREAS, it is the residents’ understanding that the Council has been inactive for approximately the past eight years;

WHEREAS, residents within the Council area boundaries have held meetings on July 14, 2016 (with 11 individuals eligible for General Membership in attendance) and on September 29, 2016 (with 17 individuals eligible for General Membership in attendance) to discuss the reactivation of the Council;

WHEREAS, the July 14, 2016 meeting was publicized through: (1) a postal mailing to approximately 425 local residences, businesses, and PO boxes based on addresses on file with the State of Alaska voter registration database; (2) online announcements on the organization’s Facebook page (facebook.com/farmloopcc); and (3) a public service announcement circulated to the Mat-Su Valley Frontiersman, Alaska Dispatch News, and Anchorage Press newspapers, the Hatcher Pass Radio, Radio Free Palmer, KNBA Radio, and Alaska Public Radio Network radio stations, and the Alaska Public Media, ABC, NBC, and CBS television stations;

WHEREAS, the September 29, 2016 meeting was publicized through: (1) online announcements on the organization’s Facebook page (facebook.com/farmloopcc); (2) email announcements to residents on the email mailing list; (3) four road signs posted prominently in the Farm Loop area; and (4) a public service announcement circulated to the Mat-Su Valley Frontiersman, Alaska Dispatch News, and Anchorage Press newspapers, the Hatcher Pass Radio, Radio Free Palmer, KNBA Radio, and Alaska Public Radio Network radio stations, and the Alaska Public Media, ABC, NBC, and CBS television stations;

WHEREAS, the residents recognize the value of community councils in Alaska, and it is their desire to reactivate the Council in their community and to become members of such Council;

WHEREAS, the residents have a shared commitment to fostering civic engagement, community betterment, quality of life, and social enjoyment through the activities of the Council;

WHEREAS, the residents have developed a new set of Bylaws to govern Council affairs, a copy of which is attached hereto, and they approved and adopted it on September 29, 2016 by a vote of:

14 in favor,

1 against, and

2 abstaining;

WHEREAS, the residents have elected the following Officers to manage the activities of the Council:

Chair: Teresa Clemmer

Vice-Chair: Leonard Wallner

Secretary: Jessica Smith

Treasurer: Mark Austin

Member-at-Large: Daniel Stanley

WHEREAS, the residents have set up a Facebook page ([facebook.com/farmloopcc](https://www.facebook.com/farmloopcc)) and email address farmloopak@gmail.com to help publicize Council events and foster dialogue about community affairs;

WHEREAS, the residents have developed preliminary postal and email mailing lists to help publicize Council events, and these lists will be expanded and updated on an ongoing basis;

WHEREAS, the residents are aware of and intend to fully comply with all Matanuska-Susitna Borough requirements relating to community councils, including those set forth in MSB Code 2.76; and

WHEREAS, the residents are a voluntary association of residents within the Council boundaries, and they qualify for recognition as a community council pursuant to MSB Code 2.76.030(B) because they:

- 1) meet the definition of a "community council;"
- 2) have a policy and practice of open membership which encourages participation of persons from all segments of the community;
- 3) do not charge dues and limit contributions to no more than \$50 per member per year;
- 4) are representative of the residents in the district; and
- 5) have held two meetings at locations within the district subsequent to public notices reasonably adequate to inform most residents in the district of the meetings.

BE IT THEREFORE RESOLVED, the residents within the Greater Farm Loop Community Council area boundaries hereby request that the Matanuska-Susitna Borough Planning Commission recommend to the Borough Assembly that it adopt a formal resolution recognizing them as a duly organized community council.

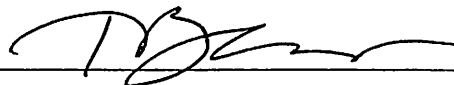
Adopted and approved by residents living within the Greater Farm Loop Community Council area boundaries at their meeting on September 29, 2016 by a vote of:

14 in favor,

1 against, and


2 abstaining;

Signed and attested to by:



Teresa B. Clemmer, Chair

9/29/2016
Date



Jessica Smith, Secretary

10/4/2016
Date



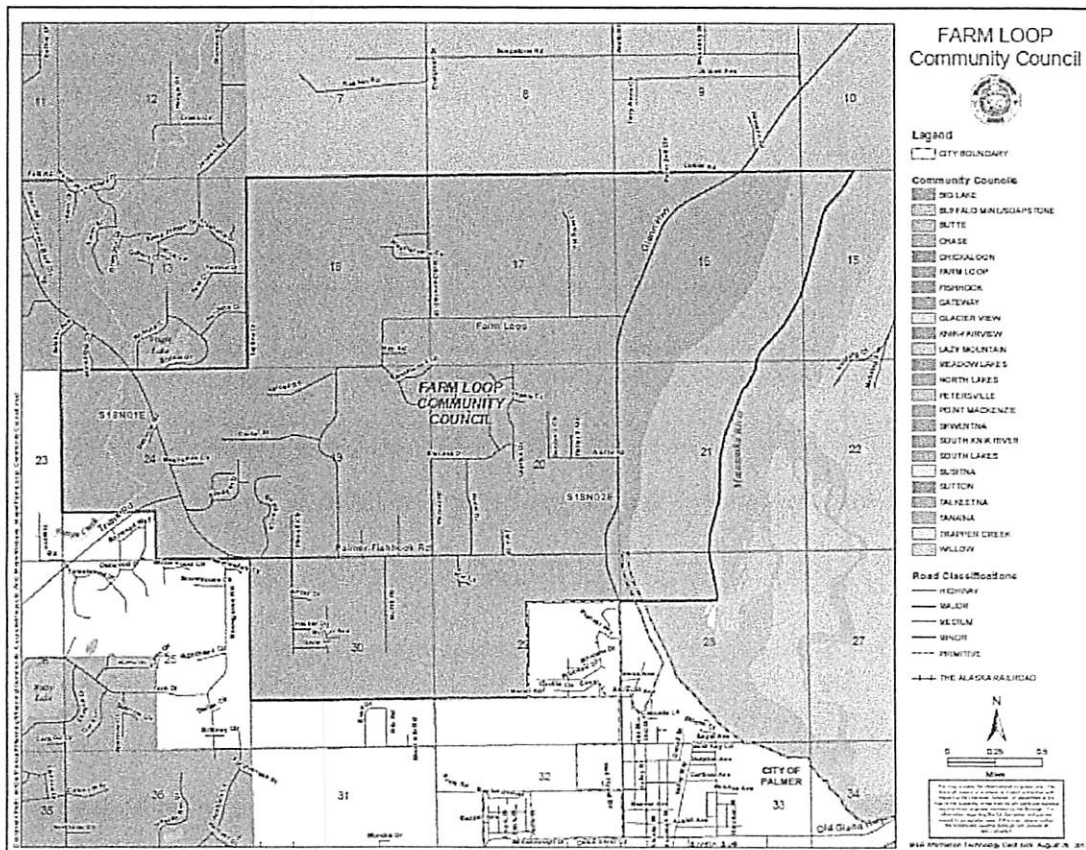
BYLAWS

ARTICLE I – NAME

The name of this organization shall be the GREATER FARM LOOP COMMUNITY COUNCIL (“Council”).

ARTICLE II – BOUNDARIES

The Council area is located within the Matanuska-Susitna Borough north of downtown Palmer. The area lies entirely within the Palmer Recording District and the Third Judicial District of Alaska. The Council area boundaries are those adopted and adjusted from time to time by the Matanuska-Susitna Borough Assembly. Current boundaries are shown on the map below:



ARTICLE III – AUTHORITY

The Council is an independent, non-profit, voluntary, self-governing association composed of members as defined in Article IV of these Bylaws. The Council's authority is subject to the requirements of the Matanuska-Susitna Borough Code governing Community Councils, including those set forth in Chapter 2.76.

ARTICLE IV – PURPOSE

The purpose of the Council is to provide members with a direct and continuing means of citizen participation in government and local affairs. The Council will:

- A. Create, foster, promote, and improve civic betterment, quality of life, and social enjoyment;
- B. Establish and provide, on a continuing basis, a formal channel of communication between local citizens, governmental agencies (borough, state, and federal), and other concerned or interested individuals, entities, and organizations; and
- C. Provide a community forum for citizen involvement in local government decision-making, assignment of priorities for all capital improvements, and other government programs affecting the development of the community.

To further the above purposes, the Council may adopt resolutions to support or oppose proposed rules, regulations, ballot initiatives, community projects, or other community issues brought before the Council. The Council shall not endorse any political party or candidate for local, federal, or state elected office.

ARTICLE V – MEMBERSHIP

General Membership: Any person eighteen (18) years of age or older whose primary residence is within the Council boundaries is eligible for General Membership in the Council. General Members may vote in Council meetings, vote in Officer elections, serve as Officers, and otherwise participate in meetings and activities of the Council.

Limited Members: Any person not eligible for General Membership is eligible for Limited Membership if he or she:

- A. Maintains a secondary residence within the Council boundaries;
- B. Resides within the Council boundaries, but is less than eighteen (18) years of age; or
- C. Is not a resident, but owns property or represents a business within the Council boundaries.

Limited Members may not vote in Council meetings or Officer elections, nor serve as Officers, but may otherwise participate in meetings and activities of the Council.

Documentation: To determine eligibility for membership and voting, the Council may request proof of a member's residence within the Council's boundaries by requesting to see a government-issued identification showing the holder's current address.

ARTICLE VI – COUNCIL MEETINGS

General Meetings: General Council meetings shall be held quarterly in March, June, September, and December each year.

Special Meetings: Special Council meetings may be called by any one or more Officers or by written petition of three (3) or more General Members delivered to an Officer.

Notices: Council meetings shall be subsequent to at least seven (7) days advance public notice through online publication and email distribution. The public notice shall include, at a minimum: the meeting time, date, and location, and a description or copies of any proposals to be discussed at the meeting. Additional circulation of the public notice may be made through newspaper publication, radio announcement, postal mailing, telephone calls, road signs, and/or other means.

Conduct of Meetings: Council meetings shall be as formal or informal as the Chair determines. Any topic can be the subject of deliberation at a general or special meeting, but only matters described in a public notice conforming to the requirements above can be acted upon at the meeting.

ARTICLE VII – VOTING

Quorum: For the transaction of business at any general or special meeting, a quorum shall consist of three (3) Officers and a total of ten (10) General Members.

Majority Vote: Except as otherwise provided by these Bylaws, any action of the Council shall require a simple majority vote of the General Members present and voting.

Voting: Except as otherwise provided by these Bylaws, each General Member is entitled to one (1) vote on each matter to be voted on, subject to the following limitations:

- A. There shall be no proxy voting; and

- B. There shall be no absentee voting, but any member who is absent may submit a personal letter to the Council detailing his/her position on the question to be voted on, and this shall be read by the Chair to the Council prior to the vote.

ARTICLE VIII – FINANCES

Dues: There shall be no membership dues.

Contributions: The Council may receive contributions from members of no more than fifty dollars (\$50.00) per member per year to meet the cost of its operations, as provided in Mat-Su Borough Code 2.76.030(3).

Deposits: Funds collected by the Council shall be deposited into special account(s) at an established financial institution(s) approved by the Chair with the Treasurer being responsible for all deposits and accountings.

Expenditures: All transfers, checks, and withdrawals shall be signed by the Treasurer and countersigned by either the Chair or Vice-Chair. The Executive Board is authorized to make expenditures of up to two hundred dollars (\$200) without seeking Council approval. The Council shall approve all expenditures in excess of two hundred dollars (\$200). No part of Council funds shall accrue to the benefit of, or be distributed to its Officers, members, or other private persons, except that the Council shall be authorized and empowered to pay reasonable compensation for goods purchased and services rendered in furtherance of the purposes of the Council.

Financial Reports: The Treasurer shall prepare and present a financial statement at every Council meeting. An annual financial report signed by the Treasurer and Chair showing all receipts and expenditures shall be made to the Council at the December general meeting.

ARTICLE IX – REPRESENTATIONS AND COMMUNICATIONS OF OFFICIAL POSITIONS

Representations: No Officer or Council member shall purport to represent the views or interests of the Council or commit the Council to a position not previously voted on and approved by the Council.

Communication of Official Council Positions: The Chair or his/her designee shall be charged with written communication or oral testimony of any official Council vote, resolution, or other position to the appropriate party(ies). The official communication of position must include, to the extent applicable:

- A. The date, type of meeting when the vote was taken (general/special), and how the meeting was advertised;

- B. A clear statement of the question voted on;
- C. The number of General Members present and the existence of a quorum; and
- D. The number voting yes, the number voting no, and the number of abstentions.

Such official written communications and oral testimony shall be read as part of the Minutes at the next Council meeting. Official written communications shall be attached and oral testimony shall be summarized as part of the Minutes.

Likewise, all written or oral responses to official Council communications and testimony, as well as any contact by a government official with a Council official concerning Council affairs, shall be reported at the next Council meeting. Written responses shall be attached and oral responses shall be summarized as part of the Minutes.

ARTICLE X – EXECUTIVE BOARD

Board Composition: The Council shall have an Executive Board comprised of the Officers of the Council. The Officers of the Council shall be the Chair, Vice-Chair, Secretary, Treasurer, and one (1) Member-at-Large elected from the General Membership.

Term: Each term of office shall be two (2) calendar years, with each year beginning January 1 and ending December 31. The initial term for the Chair and Treasurer, however, shall consist of the remainder of the calendar year after the Council is approved by the Borough Assembly plus one additional calendar year. The initial term for the Vice-Chair, Secretary, and Member-at-Large shall consist of the remainder of the calendar year after the Council is approved by the Borough Assembly. Officer elections shall continue thereafter in a staggered manner to conform to the two-year terms.

Board Meetings: The Executive Board shall hold a meeting not more than thirty (30) days after any meeting in which one or more new Officers were elected. All Executive Board meetings shall be open to attendance by Council members, and notice shall be reasonably posted in advance.

Board Action: For the transaction of business at an Executive Board meeting, a quorum is three (3) Officers. Any action taken by the Executive Board shall be presented at the next Council meeting for ratification. Any action not ratified by the Council automatically becomes null and void, and the Chair or his/her designee shall promptly communicate the lack of ratification to any affected third party.

General Duties: The Officers shall:

- A. Manage the affairs of the Council;
- B. Direct the expenditures of the Council;
- C. Audit the books and accounts of the Treasurer; and
- D. Act for and as the representatives of the Council according to the will of the General Membership.

Chair Duties: In addition to the General Duties listed above, the Chair shall:

- A. Establish meeting agendas;
- B. Preside at meetings of the Council;
- C. Exercise general supervision and guidance over the affairs of the Council;
- D. Serve as the agent of the Council for purposes of receiving and promptly sharing with other Officers any legal notices served upon the Council; and
- E. Ensure activities of the Council are conducted in accordance with these Bylaws.

Vice-Chair Duties: In addition to the General Duties listed above, the Vice-Chair shall:

- A. Assume the duties of the Chair when he/she is absent; and
- B. Assist the Chair in the exercise of his/her duties.

Secretary Duties: In addition to the General Duties listed above, the Secretary shall:

- A. Maintain an attendance log containing the name, email address, mailing address, and phone number of each person who attends every meeting and keep custody of the meeting attendance logs;
- B. Ensure that copies of these Bylaws are available at every meeting and on file with the Borough Clerk;
- C. Keep and report the Minutes of all meetings to the Council membership, and provide copies to the Borough Clerk;
- D. Maintain an email distribution list and postal mailing list for Council members and ensure these lists are up-to-date to the maximum extent feasible;
- E. Ensure proper distribution and posting of meeting notices;
- F. Be responsible for the custody and maintenance of all records of the Council;
- G. Be responsible for preparing and sending correspondence of the Council;
- H. Serve as a member of the Nomination & Election Committee; and

- I. Ensure documents regarding Council operations are filed annually or as otherwise required by government agencies.

Treasurer Duties: In addition to the General Duties listed above, the Treasurer shall:

- A. Have charge and custody of and be responsible for all funds of the Council;
- B. Be responsible for all financial transactions of the Council;
- C. Prepare and present a financial statement at every Council meeting as well as an annual financial report; and
- D. Prepare and file finance-related documents as required by government agencies.

Member-at-Large Duties: In addition to the General Duties listed above, the Member-at-Large shall perform duties as requested by the Chair.

Elections: After the initial term, Officers shall be elected annually by the General Members at the December general meeting, with elections staggered so that the Chair and Treasurer are elected in the same year and the Vice-Chair, Secretary, and Member-at-Large are elected in the following year. Officer elections shall be by secret ballot. There shall be no proxy voting or absentee voting. A member must be present at the time of the vote in order to cast a vote. In the event of a tie, there will be a run-off election prior to adjournment of the election meeting.

Nominations: Officer candidates may be nominated by submission to an existing Officer and/or by floor nominations during the December general meeting prior to officer election voting.

Resignations: Resignation of an Officer shall be communicated to the Chair in writing.

Vacancies: A resignation, or three (3) consecutive absences by an Officer, shall constitute a vacancy. In the event of a vacancy, nominations of candidates for the vacated Officer position shall be accepted until the next Council meeting after the vacancy occurs, and voting shall be by secret ballot at that Council meeting. The newly elected Officer shall serve the remainder of the vacated term.

Recall: Any Officer who engages in illegal or inappropriate conduct, misrepresents the Council's positions, fails to make reasonable efforts to fulfill the duties of his or her position, or engages in conduct that is harmful to the Council, may be subject to recall. Recall of an Officer may be placed on the agenda of a general or special Council meeting by the Chair or by a written petition of three (3) or more General

Members. The recall shall become effective if it is approved by a two-thirds (2/3) vote of the General Membership present and voting at the Council meeting, provided that:

- A. Written notice has been given to the Officer being considered for recall at least fourteen (14) days prior to the meeting; and
- B. The agenda provides an opportunity for presentation of allegations and rebuttal with respect to the grounds for the proposed Officer recall.

ARTICLE XI – COMMITTEES

Nomination & Election Committee: A Nomination & Election Committee consisting of the Secretary and at least two (2) other General Members shall be appointed by the Chair at the September general meeting. The Committee shall:

- A. Prepare and distribute nomination and election meeting notices;
- B. Nominate eligible candidates for Officer positions;
- C. Verify the eligibility of all candidates—whether nominated by the Committee, written petition, or floor nomination— and assure the Council that each candidate is willing to take on the responsibility of becoming an Officer;
- D. Prepare ballots and materials for each election;
- E. Prepare a tally sheet listing candidates and respective votes received;
- F. Notify voters prior to voting that, in the event of a tie, there will be a run-off election prior to adjournment of the election meeting;
- G. Verify voter eligibility;
- H. Certify and declare the winning candidates;
- I. Preserve voting records along with other Council records; and
- J. Perform other directed and/or inherent duties.

Decisions of the Committee regarding candidate eligibility, voter eligibility, and balloting shall be final, except by referendum vote regarding the challenged election issue requested by a written petition from three (3) or more General Members.

Other Committees: Other standing and ad hoc committees may be established by a vote of the Council. The nature and duties of each committee shall be determined by the Council.

Members: All committee members shall be appointed by the Chair, subject to acceptance by the appointee.

Meetings: All committee meetings shall be open to participation by any Council member.

Limitations: A committee shall not make any representation regarding the Council's position on any issue nor incur any Council financial commitment or debt without a prior vote of approval from the Council.


ARTICLE XII – AMENDMENT OR REPEAL OF BYLAWS

After being formally adopted, these Bylaws may be amended or repealed by a two-thirds (2/3) vote of the General Membership present and voting at a special meeting called for that purpose, provided that (1) the proposed changes have been discussed at a previous general or special Council meeting, and (2) public notice of the special meeting at which the vote will occur and a copy of the proposed changes have been distributed at least thirty (30) days prior to the date of the vote through email distribution and online posting, and a postal mailing to the known addresses of all General Members as may be reasonably determined from the State of Alaska Voting Register. In the event of a repeal, the existing Bylaws shall remain in effect until new Bylaws become effective after a vote of the Council.

ARTICLE XIII – DISSOLUTION

The Council may be dissolved by a three-fourths (3/4) vote of the General Membership present and voting at a special meeting called for that purpose, provided that (1) the proposed dissolution has been discussed at a previous general or special Council meeting, and (2) public notice of the special meeting at which the dissolution vote will occur and a statement of reasons for the proposed dissolution has been distributed at least thirty (30) days prior to the date of the vote through email distribution, online posting, and a postal mailing to the known addresses of all General Members as may be reasonably determined from the State of Alaska Voting Register.

I hereby attest that a draft of these Bylaws was presented to the Greater Farm Loop Community Council for review and consideration at its meeting on July 14, 2016. At a subsequent Council meeting on September 29, 2016, the membership of the Council voted to approve and adopt these Bylaws.



Teresa B. Clemmes, Chair

9/29/2016

Date

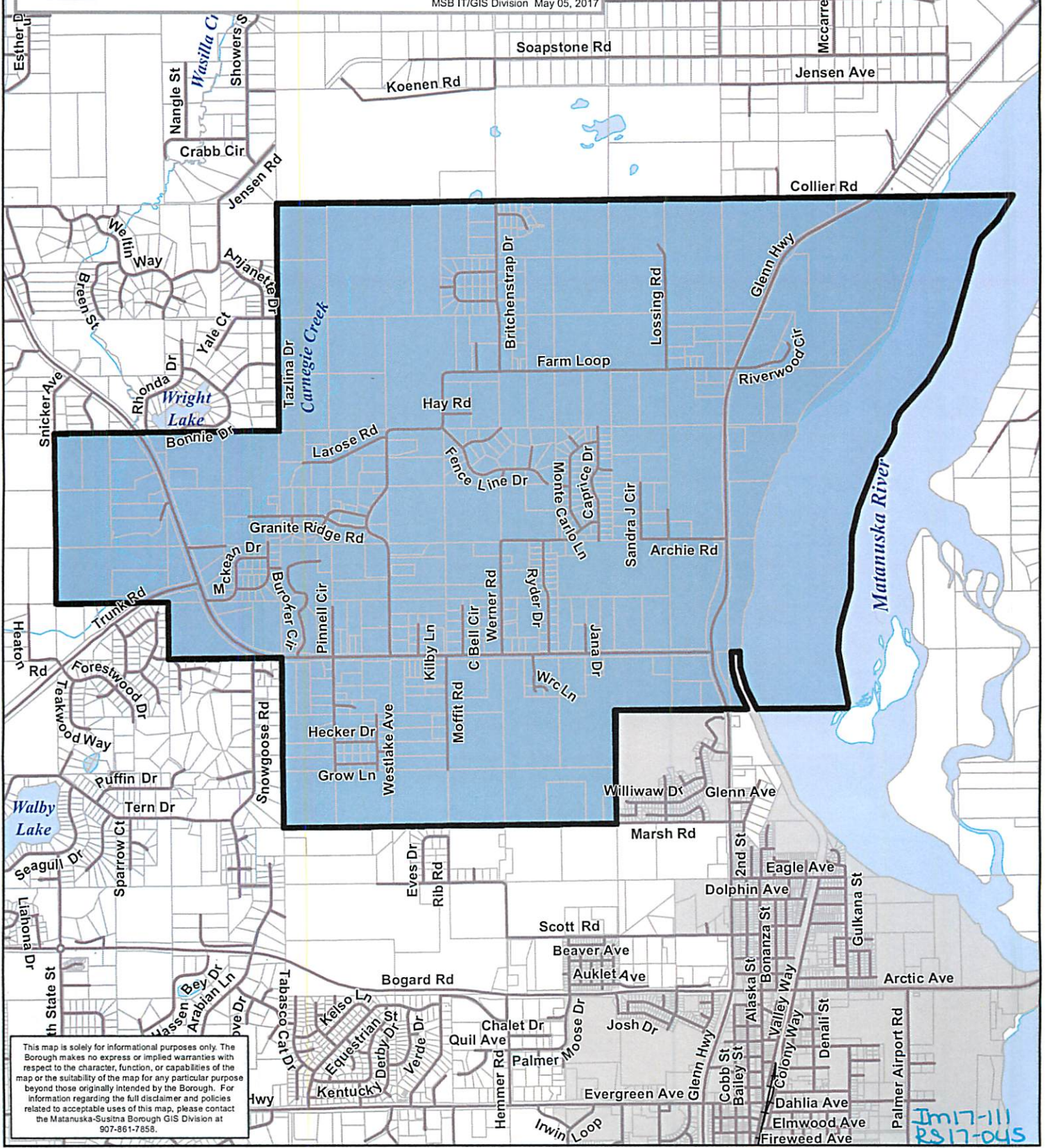
Greater Farm Loop Community Council Request for Reactivation

-  Greater Farm Loop Community Council
-  City of Palmer



0 0.25 0.5
Miles

MSB IT/GIS Division May 05, 2017



This map is solely for informational purposes only. The Borough makes no express or implied warranties with respect to the character, function, or capabilities of the map or the suitability of the map for any particular purpose beyond those originally intended by the Borough. For information regarding the full disclaimer and policies related to acceptable uses of this map, please contact the Matanuska-Susitna Borough GIS Division at 907-861-7858.

Im17-111
RS17-045

CHAPTER 2.76: COMMUNITY COUNCILS

Section

- 2.76.010 Establishment and procedures
- 2.76.020 Purpose
- 2.76.030 Definition and recognition of community councils
- 2.76.040 Establishment of community council districts
- 2.76.050 Functions of community councils
- 2.76.060 Municipal responsibilities
- 2.76.070 Additional citizen participation in municipal government

2.76.010 ESTABLISHMENT AND PROCEDURES.

This chapter provides for establishment of community councils to afford citizens an opportunity for maximum community involvement and self-determination. A community council which meets the standards of this chapter shall be recognized as a community council by assembly resolution.

(Ord. 81-97, § 2 (part), 1981)

2.76.020 PURPOSE.

(A) The purpose of this chapter is to provide a direct and continuing means of citizen participation in government and local affairs. Community councils are intended to give:

- (1) the people a method to work together for expression and discussion of their opinions, needs and desires in a manner that will have an impact on their community's development and services;
- (2) governmental agencies a method for receiving opinions, needs, desires and recommendations of residents and groups;
- (3) local governing bodies an improved basis for decision-making and assignment of priorities for all capital improvements and governmental programs affecting community development and individual well-being.

(Ord. 94-001AM, § 3 (part), 1994; Ord. 81-97, § 2 (part), 1981)

2.76.030 DEFINITION AND RECOGNITION OF COMMUNITY COUNCILS.

(A) For the purpose of this chapter, the following definitions should apply unless the context clearly indicates or requires a different meaning.

- (1) "Community councils" are nonprofit, voluntary, self-governing associations composed of residents located within geographical areas designated as community council districts by the assembly.
- (2) "Residents" means a person who is qualified to vote or to register to vote under the laws of the state of Alaska and the borough ordinances.

(B) *Recognition of community councils.* Upon request of one or more voluntary associations and after public notice and hearing, the planning commission may recommend recognition of any one voluntary association as the community council for a given district. Recognition shall be by assembly resolution. To qualify for and maintain recognition, an association shall establish that it:

- (1) meets the definition of a "community council";
- (2) has a policy and practice of open membership which encourages participation of persons from all segments of the community;
- (3) does not charge dues, or require other financial contribution as a condition of membership or participation, in excess of \$10 per member per year. However, the organization may receive contributions of no more than \$50 per member per year from members to meet the costs of its operations;
- (4) is, in the opinion of the assembly, representative of the residents in the district;
- (5) has held at least two meetings in the district which results in a determination to seek recognition as a community council. The meetings shall have been subsequent to public notice through newspaper publication, local radio, school distribution and other means reasonably adequate to inform most district residents of the meeting. The meetings may be held outside, but near the district if adequate public meeting space is not available within the district.
- (6) *[Repealed by Ord. 94-001AM, § 3 (part), 1994]*

(C) *Inactive status of community councils.* The planning commission may recommend to the assembly that the previously recognized community council be declared inactive if the community council has failed to meet the following requirements:

- (1) The community council has not held a minimum of two meetings during the previous calendar year.
- (2) The community council has failed to inform the borough administration of current officers with appropriate addresses and telephone numbers.
- (3) The community council has failed to comply with the requirements to maintain recognition as specified in MSB 2.76.030(B).

(D) Inactive status of a community council shall be done by assembly resolution. Municipal responsibilities to community councils as specified in MSB 2.76.060(A) shall not apply to community councils with an inactive status. Active status can be reinstated by assembly resolution upon request by representatives of the community council.

(E) *Bylaws.* The community council may adopt bylaws which shall meet this section's requirements. The community council may incorporate as a state of Alaska nonprofit corporation, but no incorporated council shall be recognized by the assembly unless the articles of incorporation and any amendments to the articles of incorporation meet the requirements of this section and are on file with the clerk.

Jm17-111
RS17-045

(Ord. 96-004, § 2, 1996; Ord. 94-001AM, § 3 (part), 1994; Ord. 93-073, § 2, 1993; Ord. 90-133, § 2, 1990; Ord. 85-48, § 2, 1985; Ord. 85-44, § 2, 1985; Ord. 81-97, § 2 (part), 1981)

2.76.040 ESTABLISHMENT OF COMMUNITY COUNCIL DISTRICTS.

(A) *Standards.* The assembly shall define community council districts to group residents within natural communities and to recognize community interests in setting boundaries. "Natural communities" means areas within the borough that have or are achieving distinct identity by reason of geography, history, population, transportation, fire protection and other factors. Population is not a criterion. Service area boundaries may be considered, but shall not be determinative. The assembly shall consider boundaries proposed by the petitioners.

(B) *Changes in districts.* Review of district boundaries and the number of districts shall be undertaken at least once every three years upon assembly or planning commission initiative or at the request of one or more community councils. The planning department shall, at least once every three years, submit to the planning commission and assembly a report and recommendations on council boundaries.

(Ord. 94-001AM, § 3 (part), 1994; Ord. 81-97, § 2 (part), 1981)

2.76.050 FUNCTIONS OF COMMUNITY COUNCILS.

(A) Community councils shall have the following functions:

- (1) In regard to any comprehensive plan or community plan adopted for the area:
 - (a) evaluate compliance with the plan, advising local government officials to, or propose appropriate action regarding, any inconsistencies with the plan. When reviewing an application for compliance, the community council shall notify applicants of any meeting where action may be taken resulting in a recommendation on the application.
 - (b) conduct a continuing review and study of the plan to determine its workability in each district and to advise local government officials of, or propose any appropriate action regarding, proposed modifications or additions to the plan.
- (2) initiate any proposals for capital improvement or governmental programs affecting the area, or modifications to any existing capital improvement plans or governmental programs affecting the area. The term "affect" includes governmental actions outside of the council boundaries which have an impact on persons within the council area.

(Ord. 94-001AM, § 3 (part), 1994; Ord. 90-133, § 3, 1990; Ord. 81-97, § 2 (part), 1981)

2.76.060 MUNICIPAL RESPONSIBILITIES.

(A) *Municipal responsibility to submit proposals.* Except where emergency action is necessary or where the procedures would delay processing and hearing applications for subdivisions, lot splits or other platting actions, the manager shall give community councils an opportunity to participate in formulating, reviewing, and commenting on all proposals which shall have a significant impact on all or a substantial portion of community council district residents and which particularly affect the district. The mayor, assembly or appropriate administration head shall determine if the impact and affect of

Im17-111
RS17-045

the proposal is sufficient for community council involvement. Opportunity for participation shall be afforded community councils in the initial stages of planning as well as in subsequent stages of proposal development. Where municipal ordinance or resolution requires mailed notice to adjacent or nearby residents or property owners with respect to a proposed subdivision or land classification, the planning department shall send a copy of the notice to the chair-person or to an officer designated by the council for receiving notice of any community council whose district includes the resident's properties.

(B) Municipal responsibility to respond to community councils. In the event of a written communication from a community council requesting information, recommending borough action or modification of borough ordinance or policy, or acting upon a proposal submitted pursuant to subsection (A) of this section, the appropriate borough officials shall provide an informative response within a reasonable time. If the borough officials cannot comply with the request or do not agree with the position taken by a community council, the reason for the inability to reply or for the position shall be stated.

(Ord. 94-001AM, § 3 (part), 1994; Ord. 81-97, § 2 (part), 1981)

2.76.070 ADDITIONAL CITIZEN PARTICIPATION IN MUNICIPAL GOVERNMENT.

Nothing contained in this chapter is intended to deny or limit in any manner the right of persons individually or in groups to petition the assembly or otherwise participate in borough government under existing procedures and practices.

(Ord. 81-97, § 2 (part), 1981)

The Matanuska-Susitna Borough Code is current through Ordinance 16-136, passed January 10, 2017.

Disclaimer: The Borough Clerk's Office has the official version of the Matanuska-Susitna Borough Code. Users should contact the Borough Clerk's Office for ordinances passed subsequent to the ordinance cited above.

Borough Website: <http://www.matsugov.us/> (<http://www.matsugov.us/>)

Borough Telephone: (907) 745-4801

Code Publishing Company (<http://www.codepublishing.com/>)

Im17-111
RS17-045

By: Pamela Graham
Introduced: April 17, 2017
Public Hearing: May 1, 2017
Action: Approved

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 17-17**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING ASSEMBLY APPROVAL OF THE REQUEST TO REACTIVATE THE FARM LOOP COMMUNITY COUNCIL.

WHEREAS, Section 2.76.040(B) of the borough code specifies that the planning department shall, at least once every three years, submit to the Planning Commission and Assembly a report and recommendation on community council boundaries; and

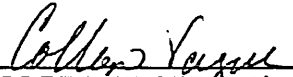
WHEREAS, the planning department conducted a community council boundary review in 2008, and following that review, the Farm Loop community council was declared inactive pursuant to MSB 2.76.030(C); and

WHEREAS, in October 2016, the planning department received a request from Farm Loop residents to reactivate their community council; and

WHEREAS, Farm Loop residents have submitted all necessary documentation that they are in compliance with the requirements set forth in MSB 2.76 for recognition.


NOW THEREFORE, BE IT RESOLVED that the Matanuska-Susitna Borough Planning Commission recommends Assembly approval of the reactivation of the Farm Loop community council with the amended boundary to exclude any areas within the City of Palmer.

ADOPTED by the Matanuska-Susitna Borough Planning
Commission this 1st day of May, 2017.



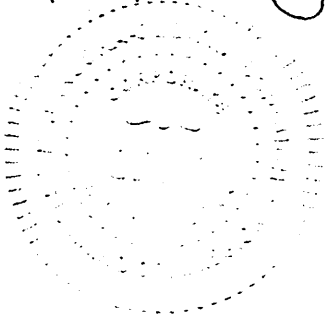
COLLEEN VAGUE, Chair

ATTEST



MARY BRODIGAN, Planning Clerk

(SEAL)



YES: *Vague, Anderson, Stealey, Chesbro, Elder, Glashan,*
and Rauchenstein
NO: