



## **2022-23 Policy and Position Statement Guidelines**

The Alaska Municipal League “Policy and Position Statement” is developed in collaboration with AML members, which includes AML board members, and the Legislative Committee, which appointed or elected officials from member municipalities who have expertise and a firm understanding of local government roles and responsibilities.

Policy and positions of AML should 1) be consistent with our principles; 2) be beneficial to local governments; 3) not negatively impact local governments; 4) be multi-jurisdictional or statewide in nature.

Scope of AML positions:

- AML Principles – these inform AML’s overall strategy and are not adjusted annually.
- AML Legislative Priorities – developed in draft form at the August Legislative Conference, approved by board of directors after the Annual Conference.
- AML Federal Priorities – developed in draft form at the August Legislative Conference, approved by the board of directors after the Annual Conference.
- AML Policy Statements – these are general statements of support or opposition based on issues that affect local governments and developed in draft form at the August Legislative Conference; approved by members at the Annual Conference.
- AML Legislative Position Statements – these will occur every two years in response to active legislation.

For changes to the Draft 2022-23 Policy and Position Statement to be considered, the Legislative Committee will take member input during the Summer Legislative Conference, editing for brevity and applicability. The Legislative Committee will review all recommended changes by September 15, 2022 after which the proposed 2022-23 Policy and Position Statement will be sent to members for their consideration.

Members may submit changes to the Draft 2022-23 Policy Statement by resolution of the governing body, no later than October 25, 2022. Changes will not be accepted after this date.

The Legislative Committee shall debate and act upon suggested changes during the Legislative Committee on December 7, 2022, for final recommendations to the membership. If the Legislative Committee does not accept the change, the member’s governing body may bring it to the floor at the Business Meeting on December 9, 2022 for reconsideration.

Changes accepted by the Legislative Committee shall be shared with members during the General Session on December 8, 2022. The amended Policy Statement shall be voted on by the full membership at the AML Business Meeting to be held on the morning of December 9, 2022.

Please email resolutions to: [nils@akml.org](mailto:nils@akml.org); fax to: (907) 463-5480; or mail to: AML, One Sealaska Plaza Suite 200, Juneau, AK 99801



## **2022-23 Resolution Guidelines**

A resolution is a statement of the Alaska Municipal League's intent to support a specific action on a significant issue or legislation affecting municipalities. Resolutions are introduced, debated, and adopted by AML members each year during the Business Meeting at the Annual Local Government Conference.

To be considered during the conference, resolutions must conform to the following policy, procedural and format guidelines that have been adopted by the AML Board of Directors.

### **RESOLUTION GUIDELINES**

1. Resolutions shall concern shared policy and program needs, state or federal legislation, issues, or problems of Alaska municipalities and shall state the problem and action sought.
  - a. Resolutions may not conflict with any adopted AML positions.
  - b. Resolutions that allow conflict between one community against another will be eliminated.
  - c. Resolutions will be revised to make a general application instead of one seeking to benefit a single member only or that comes at the expense of another member.
  - d. Resolutions with the same topic will be combined.
2. Resolutions shall be restricted to action-specific issues and issues of some immediacy and shall be directed to the Governor, Legislature, State agency, President and/or the Congress.
3. Resolutions differ from policies in that:
  - a. Resolutions shall address specific issues rather than general policy.
  - b. Resolutions may address regional issues as well as statewide concerns.
  - c. Resolutions are intended to address timely issues such as current legislative proposals.

### **HOW TO SUBMIT**

1. Only councils and assemblies of member municipalities, affiliated municipal associations, affiliated regional municipal organizations (comprised of municipal officials), the AML Board and the Alaska Conference of Mayors are eligible to submit resolutions for consideration. Each resolution submitted must have been approved by a formal action of the sponsoring body and by at least one member municipality, if not a local government.
2. Resolutions should be mailed, faxed or emailed to the AML office by October 25.
3. A final Resolutions packet will be distributed to members by October 28.
4. The First Vice-President shall serve as Chair of the Resolutions Committee and shall appoint eight (8) additional elected and appointed municipal officials from the AML Board.
5. The Resolutions Committee will meet on Wednesday, December 7 – the membership is invited to attend.
6. Resolutions not submitted by October 18 may be offered to the Resolution Committee on December 7, for consideration during the Resolution Committee meeting. However, the sponsor of any resolution presented directly to the Resolution Committee must have the support of representatives of five (5) member municipalities.
7. The Resolutions Committee shall review and adopt prior year resolutions to develop as part of a consent agenda for the Business Meeting.



- a. Members may request by resolution pulling items from the consent agenda for floor debate and reconsideration. The format for this follows that above, with resolutions due by November 1, or if directly to the Committee on December 7 with support of five other members. Consent agenda items may not be considered otherwise during the Business Meeting.
8. The Resolutions Committee shall, based on the above guidelines, review and act upon each resolution for final recommendation to the membership. The Resolutions Committee shall approve, amend, or reject each resolution submitted, note its action, and, if the resolution is approved, send it to the Business Meeting for consideration. If a resolution is rejected, the Committee shall prepare a brief written justification of its action and forward that information to the Business Meeting.
9. Resolutions will be reviewed, debated and acted upon by the AML Membership at the Annual Business Meeting. Sponsors of properly submitted resolutions will be given an opportunity to discuss and support their resolutions at the meeting.
10. A resolution rejected by the Resolution Committee may be brought to the floor of the Business Meeting on December 9 only if it is signed by representatives from twenty (20) member municipalities. No new resolutions may be submitted to the Business Meeting without first going to the Resolution Committee.
11. Members will vote on resolutions at the Annual Business Meeting on Friday, December 9.

#### **RESOLUTIONS FORMAT**

The resolution must be in the proper format. The name of the sponsoring member municipality or association and the date of submission must be indicated on the bottom of the resolution. Each resolution submitted must indicate that it is a "Resolution of the Alaska Municipal League, Resolution #2022-xx and have a title, beginning, "A Resolution ..." that describes the issue and intent of the resolution. Throughout the text, the resolution should indicate that AML is taking the position advocated, not a given municipality or organization. At least one "Whereas" clause should identify the policies in the AML Position Statement that the resolution addresses (i.e., expands or supplements), if applicable.