




Date Presented to Council: \_\_\_\_\_

Attest: \_\_\_\_\_

Clerk's Note: \_\_\_\_\_

**City of Wasilla  
Informational Memorandum**

|                               |   |
|-------------------------------|---|
| <b>Number &amp; Title:</b>    | IM No. 25-12: Notice Regarding Publication Of City Clerk Notices.   |
| <b>To:</b>                    | Council   |
| <b>From:</b>                  | City Clerk Jamie Newman:  |
| <b>Agenda of:</b>             | August 25, 2025   |
| <b>Attachments:</b>           | None  |
| <b>Authorized for agenda:</b> | Department Director:      |
|                               | Mayor Glenda D. Ledford:  |

**Summary Statement:** Effective immediately, the City Clerk will no longer publish notices in the local newspaper unless specifically required by law. This change follows the adoption of Ordinance 23-18, which broadens the definition of a newspaper of general circulation to include, but not be limited to, the Frontiersman, the City of Wasilla website, and the City's official social media pages. While AS Title 29 does not define "newspaper of general circulation," it does define "published" as either appearing at least once in such a newspaper distributed within the municipality, or, if none exists, being posted in three public places for a minimum of five days.

All legally required notices under the Clerk's responsibility will now be published on the City website to meet statutory obligations. Additionally, these notices may be shared via the City's social media channels and other local news outlets as supplemental communication tools to include the Frontiersman and/or the People's Paper. The official posting board at City Hall will continue to be used for physical notices.

Currently, the Clerk's Office publishes the following types of notices:

1. Notice of Public Hearing
2. Notice of Public Meetings
3. Notice of Voter Registration
4. Notice of Election
5. Notice of Bonded Indebtedness
6. Notice of Offices to be Filled

As defined in Wasilla Municipal Code 1.04.010, a newspaper of general circulation includes any publication that disseminates news to the general public - whether in print or online - and is not directed toward a specific professional or demographic group. These publications must be accessible to the public in hard copy or via the internet at the public library and City Hall. Under this definition, qualifying sources include the Frontiersman, the City website, and City social media pages.

This decision aligns with Goal 2.3, adopted by AM 25-02, which aims to allocate resources toward establishing a centralized communication platform through the City's website. The objective is to strengthen the City's brand, improve messaging consistency to residents, businesses, and employees, and ensure public information is accessible, up-to-date, and communicated through multiple channels.