

## Phone Testimony Sign up Deadline

PLEASE NOTE: The deadline to sign up to provide testimony *over the phone* during an Assembly meeting is **5 p.m. the day before the meeting**. There is no sign-up list for in-person testimony – the Chair will invite the public to speak on a first come basis. Scroll down this page for more information on how to provide testimony to the Assembly over the phone, in writing, or in-person.

**Updated 2020-1113**

## Accessing and Participating in Meetings

Assembly Worksessions Page: [Upcoming Worksessions](#), [Worksession Materials](#), [Listening to Worksessions](#)

Please see below for instructions on how to provide testimony and general comments by email, over the phone, or in person at the Chambers.

### How to Watch Regular Assembly Meetings

Assembly meetings are streamed and televised. To find meeting agendas or streaming of regular Assembly meetings at the Chambers, please go to <http://www.muni.org/watchnow>. Please be advised that some items (laid on the table items or floor amendments), may not be on that evening's agenda, but will be projected on the live streaming or Channel 9 during the meetings.

### How to Provide Testimony at Assembly Meetings During COVID-19 Phases (Hunker Down, Easing Up and Maintenance, Safe Anchorage)

The Assembly receives public comments during Audience Participation, as well as public testimony on all open public hearings items. Initial Audience Participation (Agenda Section 9) ends at 6 p.m. Final Audience Participation (Agenda Section 16) lasts, as time allows, until adjournment.

There is no sign-up list for in-person testimony – the Chair will invite the public to speak on a first come basis. Please do not sign up to provide phone testimony if you plan to attend in person.

[RESOLUTION NO. AR 2020-296](#), AMENDED AND APPROVED ON AUGUST 11, 2020, IS A RESOLUTION OF THE ANCHORAGE ASSEMBLY REQUIRING THE ASSEMBLY CHAMBERS TO ACCOMMODATE INDIVIDUALS WISHING TO TESTIFY ON PUBLIC HEARING ITEMS OR IN AUDIENCE PARTICIPATION AT ASSEMBLY MEETINGS.

### ***If you wish to provide written testimony:***

The Assembly encourages anyone wishing to provide written Public Testimony to email written comments to [Testimony@anchorageak.gov](mailto:Testimony@anchorageak.gov).

- In the Subject Line: The agenda item you are providing testimony for(Example: 13.A. Ordinance No. AO 2020-15)

These comments will become part of the Assembly record.

### ***If you wish to provide testimony on the phone:***

Anyone wishing to provide testimony over the phone during a meeting should email [Testimony@anchorageak.gov](mailto:Testimony@anchorageak.gov) by 5:00 p.m. the day before the meeting and include:

- Your Name
- Phone Number
- Agenda Item Number/Title for which you wish to provide testimony
- In the Subject Line: Phone Testimony
- Assembly meetings sometimes run until midnight. If you do not want to be called after a certain time in the evening, please let us know in your sign up email.

## Public Comment Information (MOA, and Fairbanks)

If you signed up for phone testimony before the 5:00 p.m. deadline, you are on our call list. When the Assembly reaches your agenda item, the Clerk will phone you at the number you have provided. You will have 3 minutes to provide testimony on each item you wish to speak on.

These comments will become part of the meeting record.

**To make your telephonic testimony more effective, please be consider the following:**

- The Anchorage Assembly will call you between 5:00 p.m. and 12:00 midnight from the following number: (907) 343-4066.
- Mute your television or the live stream if you are following along. If not, there is a delay and it will echo and will complicate your testimony.
- Do not have your phone on speaker. Speaker phones introduce a myriad of extraneous noise into your testimony.
- Make sure there is limited ambient noise from your location and make sure you are in a location that has good cell service, if you are on a cell.
- If you have a headset, please use it. Headsets will give a more consistent signal and reduce room noise.

### ***If you wish to provide in-person testimony:***

As the Chambers fall under “political expression” under Emergency Order EO-14 v3, capacity in the Assembly Chambers is required to remain at less than 50 percent, so no more than 60 members of the public can enter at one time. The Assembly is excited to welcome its neighbors back into the Chambers, with a focus on keeping the community safe. These simple steps can ensure, together, that we keep Assembly members, the administration, and the public safe and healthy in meetings:

- Comply with six feet of physical distancing requirements between non-household members
- Wear face coverings at all times within the Assembly Chambers except while speaking, drinking, or eating, or pursuant to an applicable exemption under law
- Complete a “contact tracing” log with *first name*, *last name*, and *telephone number*. The log will be kept confidential unless access is requested by a public health official requiring the information as it relates to an outbreak or spike in COVID-19 cases at or related to this location.
- Allow a forehead temperature check that will be recorded in the “contact tracing” log.

## Assembly Priorities and Vision

**As the legislative branch of the Municipality of Anchorage, the Anchorage Assembly is charged with setting policy for the Municipality.**

On December 17, 2019 the Assembly passed [AR 2019-436, As Amended](#), a resolution of the Anchorage Municipal Assembly establishing and adopting the Anchorage Assembly's Vision and Goals for 2019-2021.

The Assembly is pleased to present the 2019-2021 Municipality of Anchorage Assembly Priorities. As always, the Assembly appreciates any feedback you may have. You can find personal Assembly member contacts at [Your Assembly Members](#) or you can email all Assembly members at [wwmas@muni.org](mailto:wwmas@muni.org).

[2019-2021 Assembly Priorities and Vision Working Document](#)

# Stay Connected with the City Council

PARTICIPATING IN CITY COUNCIL MEETINGS  
DURING THE COVID-19 PANDEMIC

Quick Take:

- All Regular and Special City Council meetings and Finance Committee meetings are currently being conducted via Zoom (Zoom meeting information is posted below). However, you may still attend in person in the City Council Chambers.
- Sign-up for remote or written testimony is available by clicking one of the buttons at the bottom of this page and completing the applicable form. Do not complete the sign-up form unless you intend to provide testimony.
- These procedures are subject to change, so please check this page often and prior to attending a City Council Meeting or Finance Committee Meeting.

## HOW TO LISTEN TO CITY COUNCIL MEETINGS

There are three ways to listen to City Council meetings. 1) Zoom webinar, 2) live webcasts from the City website, and 3) live broadcast on KFBX AM 970 (Regular Meetings only).

Zoom (This method *must* be used if you sign up to provide testimony remotely)

The City Council is using Zoom to conduct its meetings. Citizens can listen via Zoom by clicking on the link below. Meeting information may be updated routinely to reflect any changes.

### Web Stream

All City Council Regular, Special, and Finance Committee meetings are live-streamed through the City of Fairbanks website. [Click here for information on how to live-stream the meeting.](#)

### Radio

Only Regular City Council Meetings are broadcast on KFBX Radio AM 970 live at 6:30 p.m.

## HOW TO OBTAIN AGENDAS AND OTHER MEETING DOCUMENTS

City Council agenda packets are available at the City website the Thursday afternoon prior to a Monday meeting. Hard copies of agendas and other meeting documents are available at each meeting at City Hall Council Chambers. The public may access City Hall 30 minutes prior to the start of a Council meeting. To view upcoming meeting information, visit <https://www.fairbanksalaska.us/meetings>.

## HOW TO PROVIDE TESTIMONY\*

### In-person Testimony

**Individuals subject to quarantine due to recent travel may not attend City public meetings in person. Any individual exhibiting symptoms of the COVID-19 virus, OR who has tested positive for the COVID-19 virus and is not considered fully recovered by their healthcare provider, OR who has had a known exposure to a person who has tested positive for the COVID-19 virus may not attend a City public meeting in person.**

In-person testimony during City Council meetings will be taken in the usual manner; social distancing measures will be in place, and all attendees are required to wear a mask or face covering. Masks will be available to anyone who does not have one. Public seating in Council Chambers has been arranged to accomplish social distancing. No more than 30 people will be allowed in City Council Chambers at the same time (including elected officials and staff). Capacity is based on ensuring all attendees can maintain social distancing within the limited space. Citizens arriving after the maximum number has been reached will be directed to wait in another area until it is their turn to speak to the Council. Those who are asked to wait in another area should practice social distancing.

### Written Testimony

Written testimony continues to be the easiest way to provide testimony at City Council meetings. Submit your comments by using the “[Submit Written Citizens' Comments or Public Testimony](#)” form below. Your comments will be read into the record at the meeting. The three-minute time limit for in-person testimony also applies to written testimony.

### Virtual/Telephonic Testimony

To sign up for virtual/telephonic testimony, complete the “[Sign Up for Citizens' Comments or Public Testimony](#)” form below. Please be as specific as possible if you are signing up to speak during a public hearing for a certain agenda item. The three-minute time limit for testimony applies to virtual/telephonic comments.

**\*NOTE:** Public testimony is not available during Finance Committee meetings. However, citizens can still listen in or attend Finance Committee meetings in person.

### **WHAT TO EXPECT WHEN TESTIFYING VIRTUALLY/TELEPHONICALLY**

In-person comments will be taken first, then citizens attending virtually/telephonically will be heard in the order of sign-up. Finally, written comments will be read into the record in the order they were received. The Clerk will call upon citizens who have signed up in advance and who are attending telephonically/virtually when it is their turn to speak, and the citizen will be temporarily un-muted for their allotted time to speak. [Please note: If you are not available at the time your name is called to testify, the Clerk will move on to the

next citizen.] Once you are placed into the meeting, the Mayor will ask that you state your name and provide your neighborhood or place of residence for the record, then your three-minute allotted time will begin. You will hear a beeping tone when your three-minute limit has been reached.

Helpful Hints: If you are listening to the meeting on another device when you are called upon to speak, please silence that device during your testimony. Speak loudly and clearly, and try to avoid distractions and background noise.

### SHOULD I SIGN UP FOR CITIZENS' COMMENTS OR PUBLIC HEARING?

After reviewing the [agenda](#) for the next City Council meeting, you may complete one of the forms below to either sign up to speak or to submit written comments to be read into the record at the meeting. You may sign up for both Citizens' Comments and Public Hearing if you have items to address under each category. Please read the following information before signing up:

Signing up for Citizens' Comments: By selecting Citizens' Comments, you will have three minutes to speak on any matter not appearing on the agenda or on agenda items not scheduled for public hearing [agenda items not scheduled for public hearing are typically indicated by an asterisk (\*)].

Signing up for Public Hearing: During a public hearing for a specific agenda item, you may provide a three-minute testimony specific to that item only. Agenda items that commonly have public hearings include ordinances up for second reading and liquor/marijuana licenses.

## Sign Up for Citizens' Comments or Public Testimony

**Citizens' Comments:** By selecting Citizens' Comments, you will have three minutes to speak on any matter not appearing on the agenda or on agenda items not scheduled for public hearing [agenda items not scheduled for public hearing are typically indicated by an asterisk (\*)].

**Public Hearing:** During a public hearing for a specific agenda item, you may provide a three-minute testimony specific to that item only. Public hearing items commonly include ordinances up for second reading and liquor / marijuana licenses.

First Name \*

Last Name \*

Public Comment Information (MOA, and Fairbanks)

Email Address \*

If you are dialing into the Zoom webinar by phone, the phone number listed here MUST match the phone number you use to dial into the Zoom webinar.

Phone Number \*

Select the date of the Council meeting you are signing up to provide testimony at. \*\*Please note that if you submit this form after 5:00 p.m. on the day of the meeting, your comments will not be heard at the meeting.\*\*

Date of Council Meeting \*

Subject of Testimony \*

- Citizens' Comments
- Public Testimony on Public Hearing Item

