

MATANUSKA-SUSITNA BOROUGH
CLERK'S OFFICE
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INFORMATION ON THE INITIATIVE AND REFERENDUM PROCESS

Pursuant to MSB 25.05.060, the powers of initiative and referendum reserved by the Alaska State Constitution to the people of Alaska are also reserved to the people of the Matanuska-Susitna Borough as provided by state law.

Persons wishing to file an initiative or referendum application with the Borough Clerk's Office must do so in accordance with Alaska Statute 29.26, Article 2 Initiative and Referendum.

The basic outline below has been developed to provide an overview on how the petition process works and is not intended to cover the entire process.

Application

An initiative or referendum is proposed by filing an application with Borough Clerk pursuant to AS 29.26.110. The application must be developed by the applicant. The application must include the complete ordinance or resolution sought to be initiated or referred. The Borough Clerk's Office can provide a template of an ordinance or resolution.

Application Review

Once the application is filed, the Borough Clerk has two weeks to review it to ensure the application is in proper form. The application will either be certified or rejected based on legal sufficiency pursuant to AS 29.26.110(a).

The Borough Clerk will notify the primary contact person in writing as to the certification or rejection of the application.

Petition Preparation, Circulation, and Return

Within two weeks after certification of an application, a petition shall be prepared by the Borough Clerk.

The Borough Clerk will notify the primary contact person in writing as to when the petition is available and the number of signatures required on a petition. Instructions on how to obtain and file the petition will also be included in the notification. Once the petition is issued, the sponsors have 90 days to obtain signatures.

After signatures are gathered and the petition is filed with the Borough Clerk's Office, the Borough Clerk shall determine the sufficiency of the petition.

If the petition is insufficient, the contact person will be notified and has 11 days to supplement the petition with additional signatures.

Should the petition be certified, the initiative or referendum will be placed on the ballot at the next regular election, pursuant to AS 29.26.170.

The rejection of a petition for insufficient signatures does not preclude the filing of a new initiative or referendum petition. However, a new petition on substantially the same matter may not be filed sooner than 6 months after a petition is rejected as insufficient.