

Jedediah Smith
Local Government Specialist, Anchorage
Division of Community and Regional Affairs
State of Alaska

DCRA



***state agency with constitutional
responsibility to help local
governments***

DCRA

- Understanding local, state, and federal laws
- Writing ordinances and resolutions
- Preparing meeting notices and agendas
- Conducting elections and handling petitions
- Codifying ordinances
- Maintaining official records
- Managing accounting systems and processing payroll
- Reviewing job descriptions and personnel policies
- Following parliamentary procedure

*technical
assistance*

***“Promote strong communities
and healthy economies”***

mission



321



266



229



memorandum of agreement

- A document written between parties to cooperate on an agreed upon project or meet an agreed objective.
- The purpose of an MOA is to have a written understanding of the agreement between parties.



Why do we need them and are they any different from MOUs?

- A more formal alternative to a “gentleman’s agreement”
- MOA’s used for:
 - Construction projects
 - Management agreements
 - Grant applications



Key elements of an MOA

- Identify all the relevant parties
 - Tribe, IRA, or Village Council;
 - municipal government;
 - regional non-profit;
 - Corporation;
 - State or federal agency

SPEED
LIMIT
20

HYDER
Townsite Limits

ENTERING
ALASKA

SPEED
LIMIT
20

WELCOME TO
HYDER ALASKA
HOME TO THE
HIGHEST
PER CAPITA LISTENERS
OF
XM RADIO
IN THE WORLD

Welcome To...
HYDER, ALASKA

Canadian
BOUNDARY
GALLERY

Key elements of an MOA

- Site control
- Personnel policies and procedures
- Responsibilities for specific tasks
- Expiration date, or renewal date








7 offices.



A scenic view of a coastal town, likely in Alaska, with colorful houses and a calm body of water. The sky is overcast and grey. The text 'call us' is overlaid in large white letters.

call us

Anchorage: 269-4547 Juneau: 465-4814

Bethel: 543-3475 Kotzebue: 442-3696

Dillingham: 842-1969 Nome: 443-5459

Fairbanks: 451-2749