

**DENALI BOROUGH, ALASKA  
ORDINANCE 21-09  
INTRODUCED BY: MAYOR CLAY WALKER**

**AN ORDINANCE TO MOVE AND AMEND DENALI BOROUGH CODE OF  
ORDINANCES CHAPTER 6.05 TITLED MUNICIPAL PROPERTY,  
INVENTORY AND FILES TO DENALI BOROUGH CODE OF  
ORDINANCE CHAPTER 3.50**

**BE IT ENACTED** by the Assembly of the Denali Borough, Alaska that:

**Section 1. Classification.** This ordinance is of a general and permanent nature.

**Section 2. Purpose.** The purpose of this ordinance is to move in its entirety and amend Denali Borough Code of Ordinances Chapter 6.05, titled Municipal Property, Inventory and Files, to Denali Borough Code of Ordinances Chapter 3.50.

**Section 3. Effective Date.** This ordinance becomes effective upon adoption of the Denali Borough Assembly and the signature of the Denali Borough Mayor.

**Chapter 3.50  
MUNICIPAL PROPERTY, INVENTORY AND FILES**

Sections:

- 3.50.010 Inventory – Files.
- 3.50.020 Ancillary files.

**3.50.010 Inventory – Files.**

The borough clerk shall prepare and maintain files which contain separate inventories and listings of all real properties, capital improvements and equipment with a purchase price of more than \$5,000.00 belonging to the borough. At a minimum these files shall contain:

- A. The date of acquisition of the property, improvement, or equipment;
- B. The condition at time of acquisition;
- C. The location of the property, capital improvement or equipment;

D. The original cost, whether borne by the municipality or paid by a donor agency such as another state or federal agency, including a budget breakdown by categories of individual costs such as labor, materials, freight, etc.;

E. Costs of subsequent repairs and improvements after acquisition; and

F. A listing of past, current and future repair, renovation, replacement or improvement needed, and in the case of current or future repair, renovation, replacement or improvement, estimates or quotations of costs;

G. The borough clerk may provide for property control numbers or such other system of labeling municipal properties.

**3.50.020 Ancillary files.**

The borough clerk shall maintain ancillary files to the inventories and listings which shall include all supportive documents such as warranties, maintenance schedules, licenses, insurance coverage, etc. These files shall be so maintained that any supportive information concerning municipal property may be immediately retrieved. These files shall contain price lists, names, addresses and phone numbers about parts and suppliers.

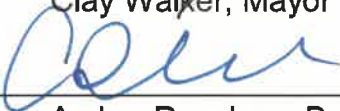
DATE INTRODUCED: July 14, 2021  
FIRST READING: August 11, 2021  
PUBLIC HEARING: August 11, 2021

PASSED and APPROVED by the Denali Borough Assembly this 11<sup>th</sup> day of August, 2021.



Clay Walker, Mayor

ATTEST:



Amber Renshaw, Borough Clerk

VOTE: unanimous

