

A large, stylized, light blue 'S' logo composed of multiple overlapping, curved bands, centered in the background of the page.

SOLDOTNA

Soldotna City Clerk's Office
177 North Birch Street
Soldotna, Alaska 99669
Phone: 907-262-9107
Fax: 907-262-4389

Application Packet

Planning & Zoning Commission



City of Soldotna

Soldotna Boards and Commissions

NOTICE OF VACANCIES

The City of Soldotna has a number of City Board and Commission seats available for appointment or re-appointment. Soldotna Board & Commission members are appointed by the Mayor and confirmed by City Council.

Seats becoming vacant in December; 3-year terms begin January 1, 2020:

Airport Commission (Seats A and B) *(One applicant shall be from the Planning and Zoning Commission; both applicants may reside outside of City limits; however, if an applicant resides outside of City limits the applicant must be an airport user.)*

Library Advisory Board (Seat A) *(Applicant may reside outside of City limits.)*

Parks & Recreation Advisory Board (Seat D) *(Applicant must reside within City limits.)*

Planning & Zoning Commission (Seats A and E) *(Both applicants must reside within City limits.)*

All Board and Commission meetings are held in the Council Chambers at Soldotna City Hall, 177 N. Birch Street, Soldotna, Alaska.

If you are interested in serving on a board or commission, please submit a completed application and a letter of interest to the City Clerk, 177 N. Birch Street, Soldotna Alaska 99669. The deadline to apply is Friday, November 8, 2019 at 4:30 p.m. Applications are available online at www.soldotna.org or can be picked up at Soldotna City Hall. For more information on city boards and commissions, contact the Clerk's Office at 907-262-9107.



OFFICE OF THE CITY CLERK

CITY OF SOLDOTNA

177 N. BIRCH STREET

SOLDOTNA, ALASKA 99669

PHONE: (907) 262-9107 / DIRECT LINE: 714-1223

FAX: (907) 262-4389

www.soldotna.org

cityclerk@soldotna.org

Board and Commission Application Information

Applications for City board or commission membership are accepted in the Office of the City Clerk. Recruitment for expiring terms takes place annually in November and December.

Members are selected and appointed by the Mayor and confirmed by the City Council. During the application and appointment process, applicant names for a board or commission could be published in the newspaper and the merits of the appointment could be discussed during a public forum.

Confirmed Commissioners will be notified of their appointment by the City Clerk. Prior to participating in a commission meeting, new members are sworn in, and their signed Oath of Office becomes a part of the board records maintained by the Clerk.

Members must comply with board/commission member requirements as set forth in Soldotna Municipal Code:

- Chapter 2.50, Boards and Commissions, outlines general provisions for commissions of the City, as well as information specific to each board or commission;
- Chapter 2.30.040 provides information regarding the Employee relations board.
- Chapter 17.05.010 provides information regarding the Planning and Zoning Commission.

Commissioner terms are staggered and are for a period of three-years. Terms expire on December 31, and new appointments begin on January 1. Exceptions: 1), if a seat is filled due to a resignation, the new commissioner is appointed to fill the remainder of the existing term; and 2), if a new commission is formed; the first appointments are set per SMC 2.50 (F) in order to establish staggered terms.

Under the Public Official Financial Disclosure Law AS 39.50, Planning and Zoning Commissioners are required to file a Public Official Financial Disclosure Statement annually.

Application for Appointment to a Board or Commission

To apply to be a Board or Commission Member, return a completed application form to the City Clerk.



SOLDOTNA
City of Soldotna, Alaska

Office of the City Clerk
177 N. Birch Street
Soldotna, Alaska 99669

For Official Use Only

APPLICATION FOR APPOINTMENT

Phone: (907) 262-9107
Fax: (907) 262-4389
cityclerk@soldotna.org

APPLICATION FOR APPOINTMENT TO CITY BOARDS AND COMMISSIONS

Position applying for – select one or more of the following:

- Airport Commission *[meets quarterly]*
- Employee Relations Board *[meets as needed]*
- Library Board *[meets quarterly]*
- Parks and Recreation Advisory Board *[meets quarterly]*
- Planning & Zoning Commission *[meets on the 1st Tuesday of each month]*

Name: _____

Home Phone: _____

Mailing Address: _____

Work Phone: _____

Residence Address: _____

Cell Phone: _____

Occupation: _____

Email: _____

Employer: _____

- Do you reside within the Soldotna City limits? Yes or No If so, for how long? _____
- Airport Commission applicants, are you an Airport User? Yes or No If so, for how long? _____
- Are you an employee of the City? Yes or No If so, for how long? _____
- Are you a member of any labor organization which represents or is attempting to represent the city employees?
 Yes or No If so, for how long? _____
- Do you currently own or operate a business in the City of Soldotna? Yes or No If so, what is the name and physical location of the business? _____
- Does your schedule permit you to attend required meetings? Yes or No
- Are you currently affiliated with the City of Soldotna in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: _____
- Do you currently have a direct or indirect financial or business interest with the City of Soldotna? if so please note: _____

Return completed application to the Office of the City Clerk

- Please provide a **one-page resume** to include education and experience; **or**
- A brief statement describing your interest in City Government, and any relevant experiences that would qualify you for this position or that would enhance your commission membership.

The Soldotna Planning and Zoning Commission is a quasi-judicial board that makes decisions and recommendations about land use on specific properties, and the development of the community as a whole. Please describe your interest in planning and community development, and any relevant experience you may have with codes, land use regulations and community planning. Please note, prior experience is not a requirement.

I understand that this is a voluntary, appointed position to be confirmed by the Soldotna City Council, and requires regular attendance at official meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media outlet.

I have read Chapter 2.24 of the Soldotna Municipal Code defining financial interest, substantial financial interest, and conflict of interest. I agree to comply with the code and understand that my tenure as a board commission member requires compliance.

I certify that the information in this application is true and correct.

Signature of Applicant

Date

For Office Use Only

Resident of the city: Yes No

Resume Attached: Yes No

PC: APOC Financial Disclosure Statement: Attached On File N/A
(Required with all applications for Planning & Zoning Commission)

Date of Council Approval: _____

Date Applicant Notified: _____

Return completed application to the Office of the City Clerk

Chapter 2.24 - CONFLICT OF INTEREST

2.24.010 - Declaring a substantial financial interest

- A. A member of the governing body shall declare a substantial financial interest the member has in an official action and ask to be excused from a vote on the matter.
- B. A member of the governing body may ask another member of the governing body whether that member has a substantial financial interest in an official action. Based on the information provided in response to this request, any member of the governing body may ask for the responding member to be excused from a vote.
- C. The presiding officer shall rule on a request to be excused from a vote.
- D. The decision of the presiding officer on a request to be excused from a vote may be overridden by the majority vote of the governing body. The person proposed to be excused shall not vote on whether to override the decision of the presiding officer.
- E. A person shall not be deemed to have an interest in the affairs of a nonprofit corporation of which the person is an unpaid director appointed by the city to fill a seat designated for a city officer or employee to represent the city's interests on that board, solely by virtue of the directorship.

(Ord. 424 § 4 (part), 1986) (Ord. No. 2010-015, § 1, 5-12-2010; Ord. No. 2013-004, § 1, 2-27-2013)

2.24.015 - Prohibition on participation and voting

- A. A member of the governing body shall not participate in discussion or consideration of any matter in which the member or a related person has a substantial financial interest.
- B. A member of the governing body shall be excused from voting on any matter in which the member or a related person has a substantial financial interest except a vote on the question of recommending, approving or directing a condemnation proceeding.

(Ord. No. 2010-015, § 1, 5-12-2010; Ord. No. 2012-015, § 1, 6-27-2012)

2.24.020 - Others having a substantial financial interest

A municipal employee or official, other than a member of the governing body, may not participate in an official action in which the employee or official or a related person has a substantial financial interest.

(Ord. 424 § 4 (part), 1986) (Ord. No. 2010-015, § 1, 5-12-2010; Ord. No. 2012-015, § 2, 6-27-2012)

2.24.030 - Substantial financial interest defined

For the purposes of this chapter, "substantial financial interest" means and shall include any of the following unless excepted under Section 2.24.050:

- A. A contractual relationship with the city, or with any of its agencies or agents, in an amount exceeding \$500.00;

- B. A contractual relationship in an amount exceeding \$500.00 with any person whose personal or property rights pertaining to such relationship are the subject of specific inquiry or action by the city or its agents;
- C. An appearance as a party plaintiff or defendant, or as a real party in interest, in any lawsuit, master's hearing, or other legal proceeding in which the city is a party, plaintiff or defendant, or otherwise has a direct interest.
- D. The filing of an application for a zoning permit for property in which the member, employee, official or a related person has an ownership interest.
- E. An employment relationship with or serving as a member of the board of directors, of any person who is:
 1. The applicant initiating the action for which a public hearing is being held; or
 2. The person whose personal or property rights are the subject of the specific matter under consideration; or
 3. The recipient of a donation or appropriation of city assets in an amount exceeding \$500.00.

(Ord. 424 § 4 (part), 1986) (Ord. No. 2010-015, § 1, 5-12-2010; Ord. No. 2012-015, § 3, 6-27-2012)

2.24.040 - Disclosure requirements

In addition to the disqualification requirements set forth in subsections A and B of Section 2.24.030, any member of city council, officer or employee of the city desiring to enter into a contract with the city in an amount exceeding five hundred dollars shall publish one time, at his expense, in a local newspaper of general circulation, a public notice setting forth his intention to bid or to contract, and the fact that he has disqualified himself from taking any action by virtue of his official position concerning such matter.

(Ord. 424 § 4 (part), 1986)(Ord. No. 2010-015, § 1, 5-12-2010)

2.24.050 - Exceptions to substantial financial interest

- A. No substantial financial interest shall be deemed to exist by virtue of the normal, necessary and customary purchases by the city or by its agents of services, supplies or equipment on a month-to-month basis from any person subject to the provisions of this chapter, so long as such purchases are not subject to a contract or other agreement in an amount exceeding five hundred dollars, or so long as such purchases do not commit the city to purchase on any basis other than on its month-to-month requirements.
- B. No substantial financial interest shall be deemed to exist by virtue of ownership of property for which notice of a public hearing is required to be delivered to a member under Section 17.10.245(C), unless the member of the governing body is directly or indirectly the applicant initiating the action for which a public hearing is being held.
- C. No substantial financial interest shall be deemed to exist by virtue of ownership of stock in a corporation if it is listed on the New York or American Stock Exchanges and the ownership

Chapter 17.05 - PLANNING AND ZONING COMMISSION

17.05.010 - Planning and zoning commission

- A. Commission Established. There is a Soldotna planning and zoning commission, which shall consist of seven regular members nominated by the mayor and confirmed by the city council. No more than two members may reside outside of the city limits of Soldotna, one of which will own real property within Soldotna City limits. A chair and a vice-chair of the commission shall be selected annually and shall be elected from and by the appointed members of the commission. The mayor and one council member selected by the council shall be ex-officio members of the commission, but they shall have no vote. The planning and zoning commissioner(s) shall receive seventy-five dollars for each regular meeting, limited to two meetings per month.
- B. Duties and Responsibilities. The commission shall have the following duties and responsibilities:
1. Develop, alter or revise and propose a comprehensive plan for the physical development of the city. Such plan with accompanying maps, charts and descriptive material shall show the commission's recommendation to the council for the development of the city.
 2. Make a recommendation to the council on the development, location, and sequence of all public improvements including the relocation, removal, extension, or change of use of existing or future public properties, buildings, ways, grounds or spaces.
 3. Act as an advisory commission for the Kenai Peninsula Borough Planning Commission on all platting matters as provided for by the Kenai Peninsula Borough Code of Ordinances.
 4. Perform such duties and exercise such powers as may be delegated to the commission by the Soldotna Municipal Code and the Kenai Peninsula Borough Code of Ordinances.
 5. Make and develop plans for the replanning, improving and redevelopment of any area within the City which may be destroyed in the whole or part or damaged by fire, earthquake or other disaster.
 6. Make investigations and offer recommendations regarding any matter related to the planning of future developments of the City; and
 7. Make studies, surveys, maps and other plans relating to any element of comprehensive planning, including land use, transportation, recreation, housing, economic development, public and community facilities and recommend actions to the City Council.
- C. Terms of Commission Members. The following shall govern the terms of commission members:
1. The term of each appointed regular member of the commission shall be three years and shall be staggered so that one-third, or a number as close to one-third as possible, shall expire every year. Any member who misses three consecutive meetings without being excused shall be subject to removal by the mayor or chairman of the Commission.

2. Terms shall commence on January 1st of each year. A vacancy shall be filled in the same manner as an original appointment and shall be for the unexpired term.
- D. Proceedings of the Commission. The Commission shall establish rules of procedures and there shall be at least one regularly scheduled monthly meeting of the Commission that shall be open to the public. Permanent records or minutes shall be kept of the Commission's proceedings and such minutes shall record the vote of each member upon every question. Every decision or finding shall immediately be filed in the office of the City Clerk and shall be a public record open to inspection by any person. Every decision on platting matters or findings on a matter delegated to the Commission by the Borough Code of Ordinances shall be immediately filed with the Borough.
 - E. Quorum. Four voting members shall constitute a quorum. Four affirmative votes shall be required to take action on any matter before the Commission.

(Ord. 2007-36 § 2, 2007; Ord. 692 § 1, 1999) (Ord. No. 2009-04, § 1, 1-28-2009; Ord. No. 2009-031, §§ 3—5, 8-26-2009)

ALASKA PUBLIC OFFICES COMMISSION
2019 Public Official Financial Disclosure
Covering Jan. 1– Dec. 31, 2018

Clerk Received Date

APOC Received Date

POFD for Municipal Officers and Candidates

You may file this paper POFD if you are a municipal officer or municipal candidate and serving or seeking office in a municipality with a population less than 15,000.

All other filers must file electronically via myAlaska: <https://my.alaska.gov/>

If you are a municipal candidate and already have a current POFD on file you do not need to file a candidate POFD (AS 15.13.030)

Contact APOC

Anchorage: 2221 E. Northern Lights Blvd., Room 128, Anchorage, AK 99508 / 907-276-4176 / Fax 907-276-7018. Juneau: 240 Main St., Room 500 / P.O. Box 110222, Juneau, AK 99811 / 907-465-4864 / Fax 907-465-4832. Toll-free in-state: 800-478-4176 Online: <http://doa.alaska.gov/apoc/> E-mail: doa.apoc@alaska.gov

This document is public— Do not include information such as social security or account numbers.

If you have nothing to report in a section, check NONE. Attach additional pages where needed.

Filing as Municipal: Office Holder Candidate

Candidate POFD: Due when filing declaration of candidacy or nominating petition.

Initial POFD: Due 30 days from appointment.

Annual POFD: Due by March 15 each year after appointment.

Final POFD: Due 90 days after leaving office (Include information not reported on previous POFDs).

Municipality: _____

Position: Borough/City Mayor Assembly member Councilmember School Board Member

Elected Utility Board Member Borough/City Manager Planning or Zoning Commission

NAME: _____

E-MAIL: _____

PHONE: _____ **Fax:** _____

MAILING ADDRESS: _____

SPOUSE'S NAME: _____

NUMBER OF DEPENDENT CHILDREN: _____

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SALARIED EMPLOYMENT

NONE:

Income is anything of value and covers all forms of compensation or benefits from an employer including wages, salary, commissions, tips, bonuses, housing, use of an automobile and deferred compensation. Report each employer who paid you, your spouse, or children more than \$1,000. Include amount, dates and terms of employment, and time worked.

Amounts of income may be stated in these ranges: (1) \$250 -\$1,000 gifts only; (2) \$1,000-\$2,000; (3) \$2,000 -\$5,000; (4) \$5,000 -\$10,000; (5) \$10,000 -\$20,000; (6) \$20,000-\$50,000; (7) \$50,000-\$100,000; (8) \$100,000 -\$200,000; (9) \$200,000-\$500,000; (10)\$500,000 -\$1,000,000; (11) \$1,000,000 plus.

Earned By: Filer Spouse Child

Full-time Part-time Seasonal Commission Project Hourly

Income Amount: \$ _____

Dates and amount of time worked: _____

Employer: _____

Address: _____

Description: _____

Earned By: Filer Spouse Child

Full-time Part-time Seasonal Commission Project Hourly

Income Amount: \$ _____

Dates and amount of time worked: _____

Employer: _____

Address: _____

Description: _____

Earned By: Filer Spouse Child

Full-time Part-time Seasonal Commission Project Hourly

Income Amount: \$ _____

Dates and amount of time worked: _____

Employer: _____

Address: _____

Description: _____

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SELF-EMPLOYMENT

NONE:

List each source of self-employment income over \$1,000. See AS 39.50.200(10), source of income, 2 AAC 50.799(a), definition of self-employment, 2 AAC 50.695, reporting deferred income; and 2 AAC 50.700 for details. Disclose each client, customer or business that paid you and/or your family members more than \$1,000. Self-employment includes sole proprietors, partnerships, limited liability companies and professional corporations. Disclose income from corporations in which the filer and/or family members, hold a controlling interest (2 AAC 50.700(b)). **Exemptions:** To obtain an exemption you must file a written request and receive an exemption from the commission (2 AAC 50.775, 2 AAC 50.821).

Earned By: Filer Spouse Child

Full-time Part-time Seasonal Commission Project Hourly

Income Amount: \$ _____

Dates worked: _____ Amount of time worked: _____

Business name: _____

Client name and address: _____

Client name and address: _____

Description of services: _____

Earned By: Filer Spouse Child

Full-time Part-time Seasonal Commission Project Hourly

Income Amount: \$ _____

Dates worked: _____ Amount of time worked: _____

Business name: _____

Client name and address: _____

Client name and address: _____

Description of services: _____

RENTAL INCOME

NONE:

If any person paid you and/or your family members more than \$1,000 in rent during the preceding calendar year, report the name of the person and amount paid. If the property is managed by a person other than the filer or a family member, list the manager's name. Disclose the location of the property under Real Property Interests.

OWNER:	TENANT NAMES	AMOUNT
<input type="checkbox"/> Filer		
<input type="checkbox"/> Spouse		
<input type="checkbox"/> Child		
<input type="checkbox"/> Co-owners		

ALASKA PUBLIC OFFICES COMMISSION
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DIVIDENDS and INTERESTS

NONE:

If more than \$1,000, disclose dividends, interest and other distributions of earnings from a business or investment. Include dividends or interest from bank accounts, capital gains, money market accounts, certificates of deposit, and Native corporation dividends. PFDs are only applicable if more than \$1,000.

RECIPIENT	SOURCE	AMOUNT
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		

OTHER INCOME

NONE:

List source and amount of income over \$1,000 not listed elsewhere on this form, including sale of goods or property, taxable capital gains, pensions, retirement cash-outs, government entitlements, alimony or child support payments, honoraria and any other payments not otherwise accounted for.

RECIPIENT	SOURCE	AMOUNT
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse		

GIFTS WORTH MORE THAN \$250

NONE:

Include travel expenses, discounts not available to the public, loans forgiven or paid by a third party. Do not report gifts from spouse, domestic partner, parent, dependent child, sibling, grandparent, aunt, uncle, niece or nephew.

RECIPIENT	DESCRIPTION	SOURCE	VALUE
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse			
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse			
<input type="checkbox"/> Filer <input type="checkbox"/> Child <input type="checkbox"/> Spouse			

ALASKA PUBLIC OFFICES COMMISSION

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BUSINESS INTERESTS

NONE:

Report businesses in which the filer or family member: 1) Served as stockholder, owner, officer, director, partner, proprietor, employee, or held an interest. 2) Had ownership interests of more than \$1,000 in a publicly traded corporation, a business, shares in non-publicly traded corporations, sole proprietorships, or limited liability companies. Include options to buy, non-profit organizations, corporations, businesses, associations, and trade groups.

Filer Spouse Child Position/Type of interest: _____
Business name: _____
Address: _____
Description: _____

Filer Spouse Child Position/Type of interest: _____
Business name: _____
Address: _____
Description: _____

Filer Spouse Child Position/Type of interest: _____
Business name: _____
Address: _____
Description: _____

REAL PROPERTY INTERESTS

NONE:

A primary residence or recreational property held for personal use may be described only by zip code (2 AAC 50.720). (Enter 'Not Reported' for address if this applies to you.) Report the nature of the interest held in the property; including fee simple ownership, tenancy in common, general or limited partnership, and holder of an option to purchase. If property is jointly owned, check applicable boxes.

Owner(s): Filer Spouse Child Co-owner: _____
Address or description and zip-code: _____
Ownership interest: _____

Owner(s): Filer Spouse Child Co-owner: _____
Address or description and zip-code: _____
Ownership interest: _____

Owner(s): Filer Spouse Child / Co-owner: _____
Address or description and zip-code: _____
Ownership interest: _____

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TRUSTS, RETIREMENT ACCOUNTS OR OTHER BENEFICIAL INTEREST **NONE:**

Report each trust, retirement account or beneficial interest that exceeded \$1,000 during the reporting period, including a retirement plan, employee pension plans, profit-sharing, family, or education trusts, deferred compensation plans, annuity plans or any other similar arrangements intended to provide future income for the filer and/or family member. Identify individual investments accounts if you and/or family members manage or personally control the investments.

Owned By: Filer Spouse Child Percent Owned: _____

Managed By: _____

Fund or Companies: _____

Owned By: Filer Spouse Child Percent Owned: _____

Managed By: _____

Fund or Companies: _____

Owned By: Filer Spouse Child Percent Owned: _____

Managed By: _____

Fund or Companies: _____

LOANS, LOAN GUARANTEES & DEBTS OVER \$1,000 **NONE:**

Report each creditor, lender or guarantor to whom more than \$1,000 was owed during the reporting period. List financial obligations, including property owned or sold during the reporting period; loans that have been guaranteed; delinquent taxes; alimony; child support payments; medical bills; boat and vehicle loans; business and personal loans; escrows; student loans; signature loans and promissory notes. Loans include secured, unsecured and contingent loans. Do not list credit card obligations or revolving charge accounts.

Debtor: Filer Spouse Child

Type: Lender Creditor Guarantor and Name: _____

Debtor: Filer Spouse Child

Type: Lender Creditor Guarantor and Name: _____

Debtor: Filer Spouse Child

Type: Lender Creditor Guarantor and Name: _____

ALASKA PUBLIC OFFICES COMMISSION
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GOVERNMENT CONTRACTS & OFFERS TO CONTRACT

NONE:

List contracts, bids and offers to contract with the state or any state or municipal agency or entity. Report contract interests as individual, sole proprietor, family member, partnership, professional corporation, limited liability company, or through a corporation in which filer or family member/s held a controlling interest.

Contractor: Filer Spouse Child Type of Interest: _____

Bid Offer Held Contract ID: _____

Contracting Agency: _____

Description: _____

NATURAL RESOURCE LEASES

NONE:

List mineral, timber, oil and gas leases – held, bid or offered. Report lease interests as individual, sole proprietor, family member, partnership, professional corporation, limited liability company, or corporation in which you and/or a family member held a controlling interest.

Leaseholder: Filer Spouse Child Type of Interest: _____

Bid Offer Held Lease ID: _____

Description: _____

CERTIFICATION

I certify under penalty of perjury that the foregoing is true and the information in this disclosure statement is, to the best of my knowledge, true, correct and complete. A person who knowingly makes a false sworn certification is guilty of perjury.

SIGNATURE: _____

NAME

DATE SIGNED

Public Officials and Candidates required to file POFDs are solely responsible for filing complete, accurate and truthful forms by the deadlines.

File this POFD with the municipal clerk where you hold or seek office.