



**Haines Borough
 Planning Commission**

Meeting Date: July 9, 2020

Business Item Description:	Attachments:
Subject: Filling of Commission Vacancies	<ul style="list-style-type: none"> • Record of Decision Form • Score Sheet • Applications: <ul style="list-style-type: none"> ○ Sarah Rork ○ Tiana Perry-Traudt
Originator: Mayor Jan Hill	
Originating Department: Borough Administration	
Date Submitted:	

Summary Statement:

Chapter 2.50 Public Safety Commission
 2.50.30 Vacancies- Filling vacancies
 A member's position on the commission shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the commission. All appointments to the commission shall be made according to the provisions of HBC [2.60.055](#). (Ord. 14-01-363 § 4; Ord. 05-05-105)

HBC 2.60.055: Filling Vacancies
 In the event of a vacancy on a committee, board or commission, either at the end of the board member's regular term or if the seat is vacated for some other reason, the borough clerk shall advertise for replacement board member(s) by posting in three public places a request for letters of interest to be submitted to the clerk's office. Such advertisement shall be placed for a minimum of two weeks, after which time the clerk shall transmit the applications to the appropriate board for inclusion on the agenda at the next public meeting of the board. The following procedure for appointment shall then be followed:

- A. If the board is able to seat a quorum, opportunity for public comment regarding the applications for new board member(s) shall be provided. The board shall review all applications and prepare written recommendations for appointment(s) to the mayor. The written recommendation(s) shall include the reasoning behind the final decision(s). The mayor shall, after reviewing the application(s), and considering the board's recommendation(s), appoint all committee, board and commission member(s) subject to confirmation of the assembly.
- B. If the board is unable to seat a quorum, the mayor shall, after reviewing all applications, make appointment(s) of new board member(s), subject to the confirmation of the assembly. The mayor shall include the reasoning behind the final decision(s). The mayor's appointment(s) shall be included on the agenda for the next regularly scheduled public meeting of the assembly. Opportunity for public comment shall be provided.

Administrative Recommendation:

After a motion, the Commission will complete the Record of Decision form to support the motion.

This should be given to the Planning Tech immediately after the meeting.



Haines Borough
PLANNING COMMISSION
RECORD OF DECISION

DATE: July 9, 2020

TO: Borough Assembly

FROM: Planning Commission

BOARD DECISION:

Motion: _____ made a motion to recommend that the Mayor and Assembly
[Commissioner]

appoint _____ for Seat A; of the Planning Commission for 2020-2023 terms.

_____ seconded and the motion passed _____.
[Commissioner]

RATIONALE:

See attached score tally sheet submitted by borough staff.

SUBMITTED BY _____ (signature)
[Diana Lapham, Planning Commission Chair]

Score Sheet

Please rank the following applicants between your first and last choice (1-5) to fill two seats, where 1 is your first choice and 5 is your last choice.

APPLICANT	RANK (1-5)	SCORE (Staff Only)
Sarah Rork		
Tiana Perry-Traudt		

Scoring Weight: 1 = 50 points; 2 = 40 points; 3 = 30 points; 4 = 20 points;
5 = 10 points

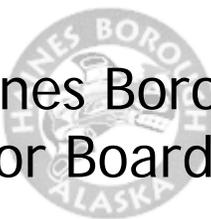
Please note any specific **reasons** for your **top** choice:

Choice #1: _____

Choice #2: _____

Please return score sheet to the Planning Tech.

Haines Borough Application for Board Appointment



- Appointment** (I am not currently on the board)
 Reappointment (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

<input checked="" type="checkbox"/>	Planning Commission		Port and Harbor Advisory Committee
	Tourism Advisory Board		Code Review Commission
	Chilkat Center Advisory Board		Fire Service Area Board #3 (Klehini)
	Parks and Recreation Advisory Committee		Letnikof Estates Road Maintenance Service Area Board
	Museum Board of Trustees		Riverview Drive Road Maintenance Service Area Board
	Library Advisory Board		Historic Dalton Trail Road Maintenance Service Area Board
	Public Safety Commission		Four Winds Road Maintenance Service Area Board
	Temporary (Ad-hoc) Board/Committee _____		

Name: Sarah Katherine Roark
Residence Address: 18.3 Mile Haines Highway
Mailing Address: HC 60 Box 18300
Business Phone: 907.303.0037 **Home Phone:** 907.767.5404
Fax: 907.767.5404 **Email:** sarahkroark@gmail.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Sarah Roark
 Signature of Applicant

April 1, 2020
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

In my life I have accrued a diverse set of knowledge and skills that would help me qualify and contribute to the planning commission. These include an associates degree in Civil Engineering as well as a bachelors degree in Biology with a minor in Geology. I have worked as a waitress, secretary, police dispatcher, NOAA fisheries observer, Fish & Game Tech and most currently as a mariner at AMHS. In my work and life experience, I have dealt with a broad range of issues as well as a diverse population.

* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.
 Form Rev.7-16

Sarah K. Roark
HC 60 Box 18300
Haines, AK 99827
(907) 767-5404
sarahkroark@gmail.com

Objective

I would like to serve on the planning commission in order to provide additional guidance and perspective for the successful planning for the future of the Haines Borough.

Abilities

I am someone that does well when in unfamiliar and uncomfortable situations. This is because I can take what is presented to me, access it and make decisions based on that. I am a good listener with an open mind and a great deal of life experience in diverse situations. My college education combined with my life skills and knowledge of this community would make me a great addition to the Planning Commission.

Employment History

May 2011 – present	Able-Bodied Seaman, AMHS	Juneau, AK
March 2009 – May 2011	Server, 33 Mile Roadhouse	Haines, AK
May 2005 – Sept. 2010	Fish & Wildlife Tech III, ADFG	Haines, AK

Education

B.A. Ecology and Environmental Sciences	Western State College, Gunnison, CO
A.S. Civil Engineering Technology	Hartford State Technical College, Hartford, CT

Licenses and Certificates

April 2011, Merchant Mariner Documents, Able-Bodied Seaman - U.S. Coast Guard

February 2011, Transportation Worker Identification Credential (TWIC) - U.S. Dept. Of Homeland Security



Haines Borough Application for Board Appointment

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	Parks and Recreation Advisory Committee		Letnikof Estates Road Maintenance Service Area Board
	Museum Board of Trustees		Riverview Drive Road Maintenance Service Area Board
	Library Advisory Board		Historic Dalton Trail Road Maintenance Service Area Board
	Public Safety Commission		Four Winds Road Maintenance Service Area Board
	Temporary (Ad-hoc) Board/Committee _____		

Name: Tiana Perry-Traudt
 Residence Address: 407 FAA Road
 Mailing Address: PO BOX 1278
 Business Phone: _____ Home Phone: 907-419-0876
 Fax: _____ Email: tianaperry@gmail.com

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.*

Tiana Perry-Traudt
 Signature of Applicant

4/16/2020
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

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June 15, 2020

Dear Mayor Hill and Borough Assembly Members,

Please find my application for the vacant seat on the planning committee attached. In lieu of a resume, please accept this letter as further information.

Being born and raised in Haines, I feel that I have the substantial community history to be a good candidate. I have a desire to see our community thrive and grow, but the proper guidelines must be in place so that we are successful in our endeavors.

I have recently resigned from the activities director position at the school and now have a time to pursue other interests. I still maintain my position as Administrative Assistant in our school district as I have for the past 20 years. Previous to the school, I worked at Haines Medical Clinic/SEARHC for 9 years. If my work history says anything at all, it says loyalty, to my employer and my community.

With strong ties to this valley, I am eager to become a more active community member.

Thank you for considering me for the vacant seat.

In appreciation of your time.

Tiana Perry -Traudt

