# KENAI PENINSULA BOROUGH

# 2011 CANDIDATE HANDBOOK



Borough Clerk's Office 144 N. Binkley Street Soldotna, AK 99669 Phone: 907-714-2160 Toll Free within the Borough: 1-800-478-4441, Ext. 2160 Fax: 907-714-2388 E-mail: assemblyclerk@borough.kenai.ak.us

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KENAI PENINSULA BOROUGH

144 N. BINKLEY • SOLDOTNA, ALASKA • 99669-7599 **PHONE**: (907) 714-2160 • **FAX**: (907) 714-2388 EMAIL: assemblyclerk@borough.kenai.ak.us

> JOHNI BLANKENSHIP, MMC BOROUGH CLERK

July 11, 2011

Dear Candidate:

The Borough Clerk's Office has prepared this handbook as an aid to candidates seeking office. For your convenience, the following items are included: a calendar of important dates; a directory of Borough and State Election Offices; contact information for the Alaska Public Offices Commission; and pertinent portions of the Kenai Peninsula Borough Code, Title 4 - Elections. Filing forms and instructions for their completion are also provided with this handbook.

We will once again feature photographs and biographies of candidates for Assembly, School Board, and City elections in the Borough's voter pamphlet and on the Borough's web site. We will also include a candidate statement of 200 words or less. This statement will be printed exactly as written without corrections to spelling or grammar.

There are other publications and materials available from the Borough Clerk's Office and the Division of Elections which might be of interest to you as you work toward election day. Some of them are:

Complete Copy of KPB Election Code (fee required) Complete Copy of State Election Code (Available from State of Alaska; fee required) Precinct Maps (fee required) Precinct Voter Lists (Available from State of Alaska; fee required)

Additional information is also available at the Assembly/Clerk's web page at www.borough.kenai.ak.us.

Best wishes on your candidacy,

Johni Blankenship

Johni Blankenship, MMC Borough Clerk

#### DIRECTORY OF BOROUGH AND STATE ELECTIONS OFFICES AND ALASKA PUBLIC OFFICES COMMISSION

#### Kenai Peninsula Borough

Borough Clerk's Office 144 N. Binkley Street Soldotna, AK 99669 E-Mail: assemblyclerk@borough.kenai.ak.us Johni Blankenship, Borough Clerk Phone: 907-714-2160 Toll Free: 1-800-478-4441, ext. 2160 Fax: 907-714-2388

#### **\*\*\***

KPB Office **(Southern Peninsula)** 206 E. Pioneer Avenue Homer

#### **\*\*\***

KPB Office **(Eastern Peninsula)** Seaview Plaza - Room 122 Corner of 3rd & Railway Seward

#### State Division of Elections

Director's Office P.O. Box 110017 Juneau, AK 99811 Gail Fenumiai, Director Phone: 907-465-4611 Fax: 907-465-3203

Region I Office P.O. Box 110018 Juneau, AK 99811-0018 Alyce Houston, Supervisor Phone: 907-465-3021 Fax: 907-465-2289

#### Alaska Public Offices Commission

2221 E. Northern Lights, Room 128 Anchorage, AK 99508-4149 Holly R. Hill, Executive Director Phone 907-276-4176 Toll Free 1-800-478-4176 Fax: 907-276-7018

# **CALENDAR OF IMPORTANT DATES**

# 2011 BOROUGH ELECTION

| July 11, 2011      | First day declaration of candidacy forms are available from Borough Clerk's Office.                                    |
|--------------------|--|
| August 1, 2011     | First day to accept candidate filing materials.  |
| August 15, 2011    | Last day to file all required candidate filing materials or to withdraw and have name removed from ballot. (4:30 p.m.) |
| September 2, 2011  | Last day to register to vote or change address for October<br>4th Municipal Election.                                  |
| September 19, 2011 | Ballots available for absentee in-person and personal representative voting.   |
| September 28, 2011 | Absentee by-mail applications MUST be received at the Borough Clerk's Office by 5:00 p.m.                              |
| October 3, 2011    | Absentee by-fax applications MUST be received at the Borough Clerk's Office by 5:00 p.m.                               |
| October 4, 2011    | REGULAR ELECTION DAY<br>Polls open: 7:00 a.m. to 8:00 p.m.   |
| October 15, 2011   | Ballots available for absentee in-person and personal representative voting [Mayoral Runoff Election (if necessary)]   |
| October 25, 2011   | Mayoral Runoff Election (if necessary)   |

## PART ONE FILING FOR OFFICE

#### I. GENERAL INFORMATION

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#### **A. Qualifications for Candidacy** (KPB 4.30.010)

#### BOROUGH MAYOR

- 18 years of age
- qualified voter of the State of Alaska
- resident of Borough at least 180 days at the time of filing

#### ASSEMBLY CANDIDATES

- 18 years of age
- qualified voter of the State of Alaska
- 180 day resident of the Borough and the district from which election is sought at the time of filing

#### SCHOOL BOARD CANDIDATES

- 18 years of age
- qualified voter of the State of Alaska
- 180 day resident of the Borough and the district from which election is sought at the time of filing

#### SERVICE AREA CANDIDATES

- 18 years of age
- qualified voter of the State of Alaska
- 180 day resident of the Borough and service area from which election is sought at the time of filing

#### **B. Declaration of Candidacy** (KPB 4.30.020)

- All candidates file a Declaration of Candidacy form.
- Where to file: Candidates may file with the Borough Clerk in Soldotna or at the Borough Satellite Offices in Homer or Seward.
- Deadline: the deadline is 4:30 p.m. on Monday, August 15, 2011.
- **Filing by fax**: Declarations of Candidacy may be filed with the Borough Clerk by electronic transmission (fax). Candidates must also be available via fax to sign and date their receipt of a required campaign statement. If the original signed and notarized candidacy forms are not delivered to the Borough Clerk's Office or to one of the Borough Satellite Offices by the close of the filing period, the candidate's name will not appear on the ballot.

- C. Financial Disclosure Statement (See PART TWO for specific details) (AS 39.50.020)
  - A candidate for Mayor, Assembly or School Board must file a Public Official Financial Disclosure Statement at the time of filing a Declaration of Candidacy form, unless a current statement is already on file with the Borough Clerk's Office.
  - **Deadline**: At the time Declaration of Candidacy is filed.
- D. Registration Statements (See PART THREE for specific details) (2 AAC 50.286)
  - An Exemption Statement or Registration Statement for a candidate or a candidate's campaign committee must be filed with the Alaska Public Offices Commission. The "Registration Statement" or "Exemption Statement" will be provided to you at the time of filing your Declaration of Candidacy. Candidates must be present or available via fax to sign and date their receipt of the proper Statement.
  - **Deadline**: Within 7 days after filing Declaration of Candidacy. (Candidate sends directly to APOC.)
- <u>Note</u>: This section is for general information only. A candidate is responsible for reviewing the specifics of the law which are <u>not</u> contained in this booklet.

#### II. INSTRUCTIONS FOR FILING

Please read "I. General Information" carefully and be sure you meet the specific age, residency, and citizenship requirements before you file for office.

- Complete Declaration of Candidacy. (Forms are included with this booklet.)
- Sign and have your Declaration notarized. (It may be notarized at the Borough Clerk's Office at the time of filing.)
- Complete and submit a Financial Disclosure Statement with your Declaration of Candidacy unless a current statement is already on file with the Borough Clerk.

#### **ELECTION CODE -- KPB CHAPTER 4.30**

#### Chapter 4.30 Candidate Qualifications. (Excerpts)

#### Sections:

- 4.30.010 Candidate qualifications.
- 4.30.020 Declaration of candidacy.
- 4.30.040 Corrections, amendments and withdrawal of declaration of candidacy.
- 4.30.050 Review of candidate qualifications.
- 4.30.060 Prohibitions.

#### 4.30.010 Candidate Qualifications.

- A. A candidate for borough mayor must be a qualified voter of the State of Alaska and a resident of the Kenai Peninsula Borough for 180 days immediately preceding filing for office. A person who has served as mayor for two consecutive full terms may not be reelected to that office until 180 days has intervened.
- B. A candidate for borough assembly must be a qualified voter of the State of Alaska and a resident of the district from which the candidate seeks election for at least 180 days immediately preceding filing for office. [See KPB 22.30.030 for terms of office and limitations.]
- C. A candidate for school board must be a qualified voter of the State of Alaska and a resident of the district from which the candidate seeks election for 180 days immediately preceding filing for office.
- D. A candidate for a service area board must be a qualified voter of the State of Alaska and a resident of the service area for at least 180 days immediately preceding filing for office.

#### 4.30.020 Declaration of candidacy.

- A. A candidate for municipal office is nominated by executing a declaration of candidacy under oath and filing it with the Clerk in accordance with this section.
- B. A declaration of candidacy shall be in a form provided by the Clerk and shall state the following:
  - 1. the full name of the candidate, and the manner in which he wishes his name to appear on the ballot;
  - 2. the full residence and mailing addresses of the candidate;
  - 3. the office for which the candidate declares;
  - 4. that the candidate is qualified for the office as provided by law;
  - 5. the date and notarized statement of the candidate;
  - 6. the candidate shall certify information contained in the declaration of candidacy is true and accurate;
  - 7. any other information that the Clerk reasonably requires to determine whether the candidate is qualified for the office as provided by law.
- C. Declarations of candidacy shall be provided by the Clerk.

- D. Filing for elective offices of Mayor, Assembly, School Board and Service Area Boards shall be made by filing a declaration of candidacy with the Borough Clerk from August 1 through August 15, 4:30 p.m. Should August 15 be a Saturday or Sunday, then candidates shall have until noon on the first Monday following to file their declaration.
- E. Filing for the elective offices of assembly member shall be made in accordance with Chapter 22.30 of this code and the reapportionment plans adopted in accordance with state law.
- F. Declarations of candidacy may be filed with the Clerk by electronic transmission and the original signed and notarized statement must be delivered to the Clerk by the close of the filing period. If the original is not received by the Clerk at the close of the filing period, the candidate's name shall not appear on the ballot.
- G. Within four days after the filing of a declaration of candidacy, the Clerk shall notify the candidate named in the declaration of candidacy whether or not it is in proper form. If not, the Clerk shall immediately return it with a statement certifying wherein the declaration of candidacy is deficient to the candidate. A new declaration of candidacy for the same candidate may be filed within the time for filing declarations of candidacy.

# 4.30.040 Corrections, amendments and withdrawal of declaration of candidacy petitions.

- A. Any candidate may withdraw his nomination at any time during the period for filing a declaration of candidacy by appropriate written notice to the Clerk. However, after the filing has closed, no declaration may be corrected, amended or withdrawn.
- B. A declaration of candidacy presented shall not be changed as to term of office. If a candidate desires to file for a different seat, he shall request a new form from the Clerk.

#### 4.30.050. Review of candidate qualifications.

The Clerk shall determine whether each candidate for borough office is qualified as provided by law. At any time before the election the Clerk may disqualify any candidate whom the clerk finds is not qualified and immediately notify that candidate by certified mail. A candidate who is disqualified may request a hearing before the Clerk within five days of receiving the notice. The hearing shall be held no later than five days after the request unless the candidate agrees in writing to a later date.

#### 4.30.060. Prohibitions.

A. A person may not serve simultaneously as mayor and as a member of the assembly, as mayor and a member of the school board, or as a member of the assembly and member of the school board, or as a member of the assembly and a member of the city council or the mayor of any incorporated city within the Kenai Peninsula Borough.

B. No elected official of the borough may hold any other compensated borough office or borough employment, or elected position in the state or federal government while in office.

#### IV. RUNOFF ELECTION

In accordance with KPB 4.10.070, election to the office of Borough Mayor is by a majority of the votes cast for that office. If no candidate for the office of Borough Mayor receives a majority of the votes cast for that office, a runoff election will be held between the 2 candidates receiving the highest number of votes.

The candidate for any Assembly or School Board seat receiving the greatest number of votes is elected.

The candidate for an elected Service Area Board seat receiving the greatest number of votes cast for that seat is elected.

## PART TWO ALASKA PUBLIC OFFICES COMMISSION (APOC)

#### I. PUBLIC OFFICIAL FINANCIAL DISCLOSURE -- AS 39.50

#### A. Introduction and General Information

This is a brief introduction to the reporting requirements of Alaska's Public Official Financial Disclosure Law, AS 39.50. It is not intended to be a substitute for a careful reading of AS 39.50. Any specific questions should be referred to:

Alaska Public Offices Commission 2221 E. Northern Lights, Room 128 Anchorage, AK 99508 Telephone: 907-276-4176 or 1-800-478-4176 or www.state.ak.us/apoc

The office is open Monday through Friday from 8:00 a.m. until 4:30 p.m.

Candidates for BOROUGH MAYOR, ASSEMBLY and SCHOOL BOARD are required to file Statements with the Borough Clerk at the time their Declaration of Candidacy is filed. Candidates for elective service area office are <u>not</u> required to file the Financial Disclosure Statement.

Candidates should be aware of the strict interpretation given to the filing requirements. The Statement is required to be properly completed and submitted at the time of filing the Declaration of Candidacy.

Properly completed Statements, for the purpose of qualification for the ballot, are those in which major sources of income have been fully described, including salaried employment; self-employment; rental income; and client or customer identification, if appropriate. Statements must have an original signature and reflect financial interests for the prior calendar year.

Incumbents in borough office who have filed an annual Statement at the Borough Clerk's Office for the same reporting period need not file an additional Statement when candidacy is declared.

#### B. Information Required on a Financial Disclosure Statement

The law requires that each Statement be an accurate representation to the extent ascertainable of the financial affairs of the reporting official and immediate family members (spouse, domestic partner, dependent children, or non-dependent children who reside with the candidate).

New laws went into effect after midnight on July 9, 2007. If this material is unclear, or you have unique circumstances, you should contact APOC staff and request a more detailed interpretation.

### C. Properly Completed Statements

The Borough Clerk cannot accept a Financial Disclosure Statement which has the wrong reporting period, lacks an original signature, is illegible, or is missing sections. The Statement will be returned for completion and will not be considered filed until it is corrected and resubmitted. Statements must by typed or written in ink.

A Statement will be considered substantially incomplete if major sources of income, business involvements, real estate holdings, or indebtedness are not furnished within the time required. The law requires the Statement be complete when filed.

Candidates should be aware that their Statements must be filed with the Declaration of Candidacy by the filing deadline or the Candidate's name will be withdrawn from the ballot.

#### II. CAMPAIGN DISCLOSURE -- AS 15.13

#### A. General Information

The Campaign Disclosure Law requires the Alaska Public Offices Commission to prepare, publish, and furnish to persons who must file reports and statements under the Law a manual recommending uniform methods of bookkeeping and reporting. The manual is available from APOC in Anchorage.

#### B. Which Report to File

There are three different reports a candidate might file depending on the extent of his or her campaign:

- 1. *Municipal Exemption Statement* You may submit the exemption form **ONLY** if you do not intend to raise or spend more than \$5,000.00 on your election campaign. Municipal candidates who file this Statement are not required to file campaign disclosure reports during the campaign.
- 2. Candidate Registration Statement This form provides pertinent information concerning the candidate and gives the public the names of those who will be primarily responsible for handling the campaign finances, including the campaign chairman, if any. On this Statement, the candidate may appoint a treasurer and, as necessary, one or more deputy treasurers. If a candidate does not appoint a treasurer, it is assumed that he or she is his or her own treasurer.

If a candidate plans to raise or spend more than \$5,000.00 in a calendar year, he or she must designate on this form or on his or her first campaign disclosure statement those banks which will be campaign depositories and through which all funds will be processed.

- 3. *Campaign Disclosure Statement* The Campaign Disclosure Statement is the cornerstone of the Campaign Disclosure Law. The statement filed by candidates consists of eight schedules:
  - a. Cover Page (for candidates and groups)
  - b. Campaign Summary
  - c. Campaign Income
  - d. Exempt Fund Raiser
  - e. Campaign Expenses
  - f. Campaign Debts
  - g. Additional Sheet for Income, Expense or Debts
  - h. 24 Hour Report

The report requires full disclosure of <u>all</u> contributions by name and address up to \$250. Contributions over \$250 must be reported by date, check number, name, address, occupation and employer of said contributor. A candidate must also list (itemize) every expenditure made; this list includes accrued (unpaid) expenditures.

4. Candidate Reimbursement Notification – This form is used to reimburse yourself after the election for a personal contribution or loan to the campaign.

#### C. Registration Due Date

Candidates are advised to file their Registration Statement at the same time they file for elective office. Candidates have seven (7) days to file this form with APOC. A candidate may at any time appoint a new treasurer or additional deputy treasurers. This may be done by filing a new Registration Statement with the additional appointment or deletions, or addressing a short note to the APOC listing the new information.

## PART THREE MISCELLANEOUS INFORMATION

#### I. GENERAL INFORMATION

#### A. Form of Government

The Kenai Peninsula Borough is a second class general law borough organized under the laws of the State of Alaska. The Borough was incorporated on January 1, 1964.

The Kenai Peninsula Borough encompasses approximately 25,600 square miles and has a population of approximately 55,400. The Borough has a "strong mayor" form of government.

#### B. Mayor

- 1. Duties: The Mayor is the official head of the Borough for ceremonial purposes and holds the executive power in the Borough. The Mayor, with the consensus of the Assembly, designates a person to act in the absence of the Mayor. The Mayor has the power to veto ordinances, resolutions and other motions of the Assembly.
- 2. Term: The Mayor is elected at-large for a three-year term.
- 3. Salary: The salary of the Mayor is currently set at \$99,000 per year. The Mayor is also provided with health and life insurance at the same level as borough department heads. Extra compensation is given for use of personal automobile (monthly car allowance plus mileage).

#### C. Assembly

1. **Duties**: The Borough Assembly is the governing body of the Borough. It is, in effect, the legislature for the Borough. As such, it has the ultimate responsibility for everything the Borough does. The Assembly, in addition to its other duties, has the authority to appoint the Borough Clerk, adopt the annual budget, enact Borough laws (ordinances), levy taxes, and authorize contracts and agreements. The actions of the Assembly are accomplished by ordinance, resolution or motion.

- 2. **Composition and term**: The Assembly is composed of nine members elected for three-year staggered terms from the following districts:
  - a. **District 1 Kalifornsky** (Composed of voting precincts: Kenai 3 and portions of K-Beach and Central)
  - b. **District 2 Kenai** (Composed of voting precincts: Kenai 1 and Kenai 2)
  - c. **District 3 Nikiski** (Composed of voting precincts: Nikiski, Salamatof and Tyonek and a small portion of Kachemak Bay)
  - d. **District 4 Soldotna** (Composed of voting precincts: Soldotna, Mackey Lake and a portion of Central)
  - e. **District 5 Sterling/Funny River** (Composed of voting precincts: Funny River and Sterling)
  - f. **District 6 East Peninsula** (Composed of voting precincts: Seward, Moose Pass, Bear Creek, Hope, and Cooper Landing)
  - g. **District 7 Central** (Composed of voting precincts: Kasilof and Ninilchik and portions of Central and K-Beach)
  - h. **District 8 Homer** (Composed of voting precincts: Homer 1 and Homer 2, and a portion of Kachemak City-Fritz Creek <sup>A</sup> and a portion of Kachemak Bay <sup>B</sup>) [A = Contains all of the area encompassed within the corporate limits of Kachemak City; B = Portion of the west side of Cook Inlet]
  - i. **District 9 South Peninsula** (Composed of voting precincts: Anchor Point, Diamond Ridge, Seldovia, most of the Kachemak Bay precinct and the portion of the Kachemak City-Fritz Creek precinct outside the corporate boundaries of Kachemak City)
- 3. **Stipend**: The stipend for Assembly members is set by ordinance and is currently \$400 per month. The stipend for Assembly President is \$500 per month. Assembly members may also be provided with health and life insurance benefits as provided for borough department heads. Extra compensation is given for use of personal automobile (monthly car allowance plus mileage), meals in conjunction with meetings, and \$25 per month for internet access.

- 4. **Meetings**: The Assembly meets the first and third Tuesday of each month in regular session. All meetings begin at 7:00 p.m. and are generally held in the Borough Assembly Chambers. The Assembly generally meets once each year in both Seward and Homer and may schedule other meetings at other dates, times and/or locations.
- 5. **Committees**: The Assembly President is authorized to establish such committees, standing or temporary, as the president deems necessary for the conduct of Assembly business. The committees usually review matters coming before the Assembly and make recommendations to the full Assembly.

#### D. School Board

- 1. **Duties**: The School Board is the governing body of the Kenai Peninsula Borough School District. In addition to other duties, the Board determines the amount available for compensation of all school employees and administrative officers, provides for an educational program, and establishes procedures for review and selection of all textbooks and instructional material.
- 2. **Composition and terms**: The School Board is composed of nine members elected to three-year staggered terms from districts that mirror those established for the Assembly. The term of office for each School Board member expires the year following the expiration of the term of the Assembly member from that district.
- 3. **Stipend**: The stipend for School Board members is \$300 per month. The President of the Board receives \$400 per month. Travel is reimbursed at the rate of \$.50 per mile.
- 4. **Meetings**: The School Board meets in regular session in the Borough Assembly Chambers on the first and third Monday of each month. Meetings begin at 7:30 p.m.

#### E. Service Area Boards

- 1. **Duties**: Service Area Boards supervise the furnishing of special services within a designated area.
- 2. **Composition and terms**: Board members are elected by the residents of the service area for staggered three-year terms.
- 3. **Stipend**: There is no stipend for board members.
- 4. **Meetings**: Service Area Boards meet monthly or bi-monthly, as dictated by their by-laws.

#### II. QUALIFICATIONS OF VOTERS

- A. A person is qualified to vote in a borough-wide election who:
  - 1. is a citizen of the United States;
  - 2. has passed his eighteenth birthday;
  - 3. has registered to vote at a residence address within the borough at least thirty days before the election; and
  - 4. is not disqualified under Article V of the State Constitution.
- B. A person is qualified to vote in an Assembly, School Board or Service Area election if he meets the above requirements and has been a resident of the assembly district, school board district or service area in which he seeks to vote for at least thirty days immediately preceding the election.

#### III. ABSENTEE VOTING PROCEDURES

- A. **Absentee Voting In Person**: A person may apply for and vote an absentee ballot at the Borough Clerk's Office, the Borough Satellite Office in Homer or at any City Clerk's Office within the borough as early as fifteen days prior to the election.
- B. Absentee Voting By Mail (to receive a ballot in the mail): Persons who will be absent from their polling place on election day may apply for an absentee ballot to be mailed to them. Forms are available at the Borough Clerk's Office, 144 N. Binkley Street, Soldotna, AK, 99669, and on the website at: www.borough.kenai.ak.us/assemblyclerk Applications for absentee ballots may also be sent by electronic transmission (fax) to the Borough Clerk at 907-714-2388. Applications must include the voter's name, Alaskan residence address, mailing address where the ballot is to be sent, one form of identification (voter number, social security number or date of birth), and signature of voter.
- C. **Special Needs Voting**: A person who is in the hospital, ill at home, or unable to go to the polls may request an absentee ballot by personal representative.
- D. **Absentee Voting by Fax (to receive a ballot by fax)**: Persons who will be absent from their polling place on election day may apply (by mail or fax) for an absentee ballot to be faxed to them. Applications must include the voter's name, Alaskan residence address, fax number where ballot is to be sent, one form of identification (voter number, social security number or date of birth), and signature of voter. The Clerk's Office will make only three attempts to fax the ballot(s) to the voter. The ballot(s) will then be mailed (if the mailing deadline has not passed). Voters who have their ballot(s) faxed to them may return their voted ballots to the Clerk by mail or by fax. Contact the Clerk's Office at 907-714-2160 for more information.

#### IV. CAMPAIGN ADVERTISING

The Alaska Public Offices Commission is responsible for administering Alaska law regarding campaign advertising. If you have any questions about the requirements or need additional information, please contact APOC in Anchorage at 907-276-4176.

All political communications (i.e. advertisements, billboards, handbills, paid-for television and radio announcements) intended to influence the election of a candidate or outcome of a ballot proposition or question shall be clearly identified by the words "paid for by" followed by the name and address of the candidate, group or individual paying for the advertising. In addition, candidates and groups may identify the name of their campaign chairman. See AS 15.13.090 for additional information.

#### V. CAMPAIGN SIGNS

The Alaska Department of Transportation and Public Facilities is responsible for administering Alaska law with regard to the placement of campaign signs. The phone number of DOTPF offices is 907-266-1440 - Central Regional Director (Anchorage).

AS 19.25.080-180, AS 19.25.200-250 and 17 AAC 20.010 govern the placement of political signs. Political signs placed within 660 feet of the nearest edge of the right-of-way with the purpose of the message being read from the traveled way of a primary or secondary highway are illegal.

The placing of a sign in violation of state statutes is a misdemeanor and upon conviction is punishable by a fine of \$50 minimum to \$5,000 maximum (AS 19.25.130). Political signs placed within the right-of-way of highways are illegal encroachments under AS 19.25.220 and 17 AAC 20.010 and may be summarily removed pursuant to AS 19.25.240, Outdoor Advertising.

Private landowners placing signs, allowing signs to be placed, or allowing signs to remain on property along State primary or secondary highway rights-of-way are in violation of the law and could also have civil liability. Private landowners could find themselves in court and liable for damages caused by a sign on their property which contributed to a vehicle accident.

Confiscated signs may be recovered from the nearest field maintenance facility after payment for man and equipment hours expended in their removal. In all cases, the minimum charge will be no less then \$50. Confiscated signs not recovered will be destroyed after thirty (30) days.

If you are unsure of the state right-of-way regulations in a given area, please contact the Alaska Department of Transportation and Public Facilities regional office at the telephone number given above.

#### VI. PRECINCT BOUNDARIES AND POLLING PLACES

Precinct boundaries and polling places are established by the State of Alaska Division of Elections. The precincts established within the Kenai Peninsula Borough are as follows:

| Precinct Name               | Polling Place                             | Location                   |
|-----------------------------|---|----------------------------|
| Anchor Point                | Anchor Point Senior Center                | Mile 0.25, Milo Fritz Road |
| Bear Creek                  | Bear Creek Fire Hall                      | Mile 5, Seward Highway     |
| Central                     | Soldotna Sports Center                    | 538 Arena Drive            |
| Cooper Landing              | No polling place - Every registered voter | r will be mailed a ballot  |
| Diamond Ridge               | Homer Chamber of Commerce Office          | 201 Sterling Highway       |
| *Funny River                | Funny River Community Center              | 35850 Pioneer Access Road  |
| Homer No. 1                 | Homer City Council Chambers               | 491 East Pioneer Avenue    |
| *Homer No. 2                | Homer Senior Center                       | 3935 Svedlund Street       |
| Норе                        | No polling place - Every registered voter | r will be mailed a ballot  |
| Kachemak Bay                | No polling place - Every registered voter | r will be mailed a ballot  |
| Kachemak City - Fritz Creek | Kachemak Community Center                 | 41770 Bear Creek Drive     |
| K-Beach                     | Kalifornsky Beach Fire Station            | 37699 K-Beach Road         |
| *Kasilof                    | Kasilof Fire Station                      | 58260 Sterling Highway     |
| Kenai No. 1                 | Kenai Mall                                | 11312 Kenai Spur Highway   |
| Kenai No. 2                 | Challenger Learning Center                | 9711 Kenai Spur Highway    |
| Kenai No. 3                 | Kenai Senior Center                       | 361 Senior Court           |
| *Mackey Lake                | KPB Assembly Chambers                     | 144 N. Binkley Street      |
| Moose Pass                  | No polling place - Every registered voter | r will be mailed a ballot  |
| *Nikiski                    | Nikiski Senior Center                     | 50810 Island Lake Road     |
| *Ninilchik                  | Ninilchik Senior Center                   | 66265 Aspen Avenue         |
| Salamatof                   | Nikiski Fire Hall No. 1                   | Mile 17.9, Kenai Spur Hwy. |
| Seldovia                    | Seldovia Library                          | 260 Seldovia Street        |
| Seward                      | Seward City Hall                          | Fifth & Adams Street       |
| Soldotna                    | Soldotna City Hall                        | 177 N. Birch Street        |
| Sterling                    | CES Sterling Fire Station                 | 35202 Sterling Highway     |
| Tyonek                      | No polling place - Every registered voter | will be mailed a ballot    |

#### \*New Polling Location as of 2010