

# MEMORANDUM OF UNDERSTANDING

## Lease of a Portion of the Hyder Water Works Building and Grounds By Southeast Island School District

**The Southeast Island School District (SISD)** is the Regional Education Enrollment Area school district responsible for providing K-12 education in the community of Hyder, Alaska.

**The Hyder Community Association, Inc. (HCA)**, owns a water bottling plant, Hyder Water Works, which is currently not operational; the HCA would like to lease space within this facility to SISD for the education of Hyder youth.

The SISD agrees to lease a space for a school from the HCA under the terms and conditions outlined below.

**TERM:** The term of this lease is from August 1, 2016 to June 30, 2017.

**LEASED PREMISES:** The premises leased include three office rooms and a room formerly known as the “break room” on the main floor, and a classroom /recreation space in the loft. Total area of the leased rooms is 1,305 sq. ft., and total area of leased associated common area (foyer, hallways, restrooms) is 2,012 sq. ft. Also approved for SISD use is a storage bay in the southeast corner of the building, and approximately 1,200 sq. ft. of the unpaved southeast corner of the water plant property to be developed as a playground. The lease of additional space for school use may be negotiated at a later date.

**UPGRADE OF LEASED PREMISES BY SISD:** Plans and specs for improvements that are specific to school use must be approved in writing by the HCA prior to construction. All improvements are at SISD’s expense.

**USE OF ADDITIONAL PREMISES:** Hyder School students are also welcome to adult-supervised use of the Hyder Community Library, and the fenced playground at the HCA building. SISD is responsible for conveying students between the Hyder School and the HCA building.

**RENT:** SISD will remit \$2,500 monthly by the 5<sup>th</sup> of each month, by direct deposit to an HCA bank account.

**UTILITIES:** SISD shall reimburse the HCA for actual cost of electrical service and propane. SISD is responsible for their phone and internet service. The HCA will make every effort to assure there is no failure in building operations due to a disruption of utility service.

**BUILDING MAINTENANCE:** The HCA is responsible for custodial maintenance, which includes daily cleaning of the restrooms, rubbish removal, and the vacuuming of carpets. The HCA will provide carpet cleaning prior to the start of the school year, and will provide snow removal for vehicle access to the building entrance and around the perimeter of the building. The HCA is responsible for septic tank maintenance. SISD is responsible for damage beyond normal wear and tear.

**BUILDING SUPPLIES:** The HCA is responsible for providing all restroom supplies including paper products, cleaners, soap, and trash can liners.

**GROUNDS MAINTENANCE:** The HCA is responsible for the maintenance of the grounds to include management of vegetation and snow removal.

**TERMINATION:** Early termination of this lease is conditioned upon student enrollment in the Hyder School that is insufficient to qualify the school for state aid, pursuant to Alaska Statute Title 14, Chapter 17. If this condition is satisfied, SISD may terminate the lease with 30 days written notice to the HCA.

**PROBLEM RESOLUTION:** The following are the Renter and Landlord representatives and will be the primary contacts for problems or concerns with the rental and operation of HCA facilities. Emergencies or problems affecting health and safety will be brought to the immediate attention of the HCA representative.

**RENTER**

Lauren Burch, SISD Superintendent  
P.O. Box 19569  
Thorne Bay, AK 99919  
907-828-8254  
lburch@sisd.org

\_\_\_\_\_ Date \_\_\_\_\_  
Lauren Burch  
SISD Superintendent

**LANDLORD**

Wes Loe, HCA President  
P.O. Box 149  
Hyder, AK 99923  
250-636-9148  
wesloe@xplornet.com

\_\_\_\_\_ Date \_\_\_\_\_  
Wes Loe  
HCA President