

Date of Action: 9.28.15	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
By: K Smith	

**CITY COUNCIL ACTION MEMORANDUM**

**AM No. 15-36: Confirmation of the City of Wasilla Downtown Overlay District Committee Members.**

Originator: Mayor Bert L. Cottle  
Date: 9/17/2015

Agenda of: 9/28/2015

Route to:	Department Head	Signature	Date
	Chief of Police		
X	Public Works Director		9/17/15
	Recreation & Cultural Services Director		
X	Finance Director		9/18/15
X	Deputy Administrator		
X	City Clerk		9.20.15

Reviewed by Mayor Bert L. Cottle:  09:18:2015

Fiscal Impact:  yes or  no

Funds Available:  yes or  no

**Account name/number/amount:**

**Attachments:** Completed applications for Janice Raisanen (2 pages), Mary Kay (Randy) Robinson (2 pages), Richard K. Payne (2 pages), Samuel J. Goldman (2 pages), and Beth Wright (2 pages).

**Summary Statement:** Mayor Cottle requests the appointments of these individuals to the Downtown Overlay District Committee; please confirm the appointments pursuant to City of Wasilla Resolution Serial No. 15-23.

**Staff Recommendation:** Adopt AM No. 15-36.

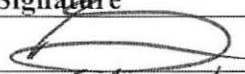
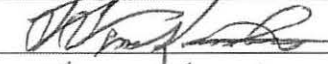
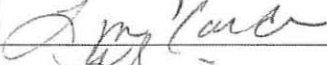
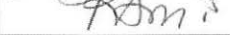
## CITY COUNCIL LEGISLATION STAFF REPORT

**Resolution Serial No. 15-23: Creating a Downtown Overlay District Committee and prescribing its duties.**

Originator: Mayor Bert L. Cottle

Date: July 15, 2015

Agenda of: July 27, 2015

Route to:	Department Head	Signature	Date
X	Public Works Director		7/15/15
X	Finance Director		7-15-15
X	Deputy Administrator		7/20/15
X	City Clerk		7.20.15

Reviewed by Mayor Bert L. Cottle:

 July 16<sup>th</sup> 2015

**Fiscal Impact:**  yes or  no

**Account name/number:** Account Name/Account #

**Attachments:** none

**Summary Statement:** The City Council finds that a temporary committee is needed to make recommendations to the council on the proposed downtown overlay district. The committee is proposed to be created in accordance with Wasilla Municipal Code 2.44 for committees formed for a special purpose and limited duration.

The administration is proposing the committee meet for at least 3 consecutive monthly meetings with the Planning Commission in a committee of the whole format that will also allow for public comment during the meeting. The Downtown Overlay District committee is proposed to consist of three members representing business owners within the proposed overlay district and two members representing residents within the city limits.

**Staff Recommendation:** Adopt Resolution Serial No. 15-23.

By: Administration  
Amended: July 27, 2015  
Adopted: July 27, 2015

Vote: Buswell, Graham, O'Barr, Sullivan-Leonard, Wall, and Wilson in favor

**City of Wasilla  
Resolution Serial No. 15-23(AM)**

**A resolution of the Wasilla City Council creating a Downtown Overlay District Committee and prescribing its duties.**

---

WHEREAS, the City Council finds that a temporary committee is needed to make recommendations to the City Council on the proposed Downtown Overlay District; and

WHEREAS, the Downtown Overlay District Committee shall be subject to the provisions of Wasilla Municipal Code Chapter 2.44 which applies to a committee formed for a special purpose of limited duration; and

WHEREAS, the Downtown Overlay District Committee shall meet and organize within 30 days of making appointments and shall meet for at least 3 consecutive monthly meetings with the Planning Commission in the committee of the whole for discussions and shall terminate no later than 6 months after its first meeting; and

WHEREAS, the Downtown Overlay District Committee shall have advisory functions only, and shall not otherwise act, individually or collectively, as an agent of the City; and

WHEREAS, members of the Downtown Overlay District Committee shall receive no compensation for their service as committee members.

NOW, THEREFORE, BE IT RESOLVED by the Wasilla City Council that the Downtown Overlay District Committee is hereby created for the purpose of making recommendations to the Planning Commission on the provisions and design standards of the proposed Downtown Overlay District; and

BE IT FURTHER RESOLVED that the Planning Commission shall forward its recommendations to the City Council; and

BE IT FURTHER RESOLVED that the Downtown Overlay District Committee shall consist of at least five members with the following considerations:

- A. Three members representing business owners within the proposed Downtown Overlay District; and
- B. Two members representing residents within the city limits.

ADOPTED by the Wasilla City Council on July 27, 2015.

  
BERT L. COTTLE, Mayor

ATTEST:

  
KRISTIE SMITHERS, MMC, City Clerk

[SEAL]

RECEIVED

AUG 04 2015

CITY OF  
WASILLA  
ALASKA

Office of the City Clerk  
City of Wasilla

CITY OF WASILLA • OFFICE OF THE CITY CLERK • 290 E. HERNING AVENUE • WASILLA, AK 99654  
PHONE: 907.373.9090 • FAX: 907.373.9092 • EMAIL: CLERK@CI.WASILLA.AK.US

COMMITTEE APPLICATION

The City establishes a task force or committee from time to time which is temporary in nature and will expire upon completion of the project or need. Each are established by adoption of an ordinance or a resolution during a City Council meeting and are governed by Wasilla Municipal Code (WMC) Chapter 2.44 unless otherwise provided by the ordinance or resolution which established the task force or committee. Most expire within three years of the date of their first meeting.

Task force and committee members are usually appointed by the Mayor and confirmed by the City Council unless otherwise outlined in the ordinance or resolution which established them. Applicant names may be published in the newspaper and the merits of the appointment may be discussed during a public forum. **Please return completed applications to the City Clerk.**

COMMITTEE APPLYING FOR: downtown overlay

NAME: Janice Raisanen

MAILING ADDRESS: 1931 S Bay View Drive Wasilla Ak 99654

RESIDENCE ADDRESS: same

E-MAIL: raisanen05@gmail.com

Do you regularly check your email? Yes  or No

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_ CELL PHONE: 315-1293

OCCUPATION: self employed / home maker

EMPLOYER: TREASURE TRUNK

- Do you reside within Wasilla City limits? Yes  or No  If so, for how long? 3 yrs
- Do you currently own or operate a business in the City of Wasilla? If so, what is the name and physical location of the business? Treasure Trunk Inc 230 Paulson Ave Bld D St 65
- Does your schedule permit you to regularly attend required meetings? Yes  or  No

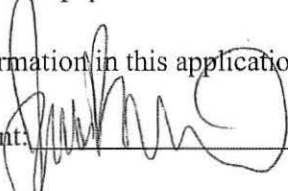
- Are you currently affiliated with the City of Wasilla in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: NO
- Do you currently have a direct or indirect financial or business interest with the City of Wasilla? If so, please note: NO

Please provide a brief statement describing your experience and involvement related to serving on this committee or task force. You may submit a cover letter and/or resume if you wish.

I have recently started to attend city council meetings to give me input on matters and enjoy listening to the discussions. I'm also involved in my children's school by attending different meetings and have served on the principal hiring committee. I also help out with various events at the school.

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council, and requires regular attendance at 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 certify that the information in this application is true and accurate.

Signature of Applicant: 

Date: 8.4.15

*(All information provided on this application is public)*

**RECEIVED**

**AUG 04 2015**

Office of the City Clerk  
City of Wasilla

**FOR OFFICE USE ONLY**

Registered voter of the City:  yes  no

City Resident:  yes  no

Resume or Cover Letter Attached:  yes  no

Date of Council Approval: \_\_\_\_\_ AM No.: \_\_\_\_\_

Date Applicant Notified: \_\_\_\_\_

I have not had direct involvement with this committee, but did attend the downtown overlay meetings during city council meetings.



Randy



CITY OF WASILLA • OFFICE OF THE CITY CLERK • 290 E. HERNING AVENUE • WASILLA, AK 99654  
PHONE: 907.373.9090 • FAX: 907.373.9092 • EMAIL: CLERK@CI.WASILLA.AK.US

**COMMITTEE APPLICATION**

*Downtown Overlay*

The City establishes a task force or committee from time to time which is temporary in nature and will expire upon completion of the project or need. Each are established by adoption of an ordinance or a resolution during a City Council meeting and are governed by Wasilla Municipal Code (WMC) Chapter 2.44 unless otherwise provided by the ordinance or resolution which established the task force or committee. Most expire within three years of the date of their first meeting.

Task force and committee members are usually appointed by the Mayor and confirmed by the City Council unless otherwise outlined in the ordinance or resolution which established them. Applicant names may be published in the newspaper and the merits of the appointment may be discussed during a public forum. **Please return completed applications to the City Clerk.**

COMMITTEE APPLYING FOR: DOWNTOWN OVERLAY

NAME: MK (RANDY) ROBINSON

MAILING ADDRESS: PO BOX 874796 WASILLA, AK 99687

RESIDENCE ADDRESS: 646 N. YAKIMA STREET WASILLA, AK

E-MAIL: MARYROBINSON863@GMAIL.COM

Do you regularly check your email? Yes  or No

HOME PHONE: 373 1543 WORK PHONE: 352 5017 CELL PHONE: NONE

OCCUPATION: RETAIL MANAGER

EMPLOYER: FRED MEYER

- Do you reside within Wasilla City limits? Yes  or No  If so, for how long? \_\_\_\_\_
- Do you currently own or operate a business in the City of Wasilla? If so, what is the name and physical location of the business? NO
- Does your schedule permit you to regularly attend required meetings? Yes  or  No

- Are you currently affiliated with the City of Wasilla in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: PARKS & REC COMMISSION, LIBRARY BUILDING COMMITTEE
- Do you currently have a direct or indirect financial or business interest with the City of Wasilla? If so, please note: NO

Please provide a brief statement describing your experience and involvement related to serving on this committee or task force. You may submit a cover letter and/or resume if you wish.

I HAVE ENJOYED LIVING IN SEVERAL METROPOLITAN AREAS (BOSTON, ATLANTA, COLUMBUS, FORT LAUDERDALE AND PROVIDENCE). I BELIEVE THAT A COGENT PLAN FOR A VIBRANT AND PEDESTRIAN FRIENDLY DOWNTOWN CAN AND WILL IMPROVE <sup>THE</sup> BUSINESS / CIVIC ENVIRONMENT.

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council, and requires regular attendance at 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 certify that the information in this application is true and accurate.

Signature of Applicant: Mary Kay Rob Date: 12 AUGUST, 2015

*(All information provided on this application is public)*

<p>Date Received: (date stamp below)</p> <p><b>RECEIVED</b></p> <p><b>AUG 13 2015</b></p> <p>Office of the City Clerk City of Wasilla</p>	<b>FOR OFFICE USE ONLY</b>	
	Registered voter of the City: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no	City Resident: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
	Resume or Cover Letter Attached: <input type="checkbox"/> yes <input checked="" type="checkbox"/> no	
	Date of Council Approval: _____ AM No.: _____	
	Date Applicant Notified: _____	





CITY OF WASILLA • OFFICE OF THE CITY CLERK • 290 E. HERNING AVENUE • WASILLA, AK 99654  
PHONE: 907.373.9090 • FAX: 907.373.9092 • EMAIL: CLERK@CI.WASILLA.AK.US

### Downtown Overlay - COMMITTEE APPLICATION

The City establishes a task force or committee from time to time which is temporary in nature and will expire upon completion of the project or need. Each are established by adoption of an ordinance or a resolution during a City Council meeting and are governed by Wasilla Municipal Code (WMC) Chapter 2.44 unless otherwise provided by the ordinance or resolution which established the task force or committee. Most expire within three years of the date of their first meeting.

Task force and committee members are usually appointed by the Mayor and confirmed by the City Council unless otherwise outlined in the ordinance or resolution which established them. Applicant names may be published in the newspaper and the merits of the appointment may be discussed during a public forum. Please return completed applications to the City Clerk.

COMMITTEE APPLYING FOR: WASILLA DOWNTOWN OVERLAY COMMITTEE

NAME: Richard B. Payne

MAILING ADDRESS: 340 Main Street, Wasilla AK 99654

RESIDENCE ADDRESS: 3055 Charming Valley Loop, Wasilla AK 99654

E-MAIL: rkp@denalilaw.com

Do you regularly check your email? Yes  or No

HOME PHONE: 373-3783 WORK PHONE: 357-5297 CELL PHONE: 373-8725

OCCUPATION: Attorney, Business owner

EMPLOYER: Self

• Do you reside within Wasilla City limits? Yes  or No  If so, for how long? \_\_\_\_\_

• Do you currently own or operate a business in the City of Wasilla? If so, what is the name and physical location of the business? yes: Denali Law, \_\_\_\_\_

• Does your schedule permit you to regularly attend required meetings? Yes  or  No

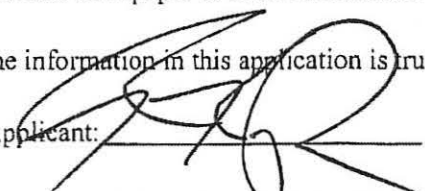
- Are you currently affiliated with the City of Wasilla in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: No
- Do you currently have a direct or indirect financial or business interest with the City of Wasilla? If so, please note: No

Please provide a brief statement describing your experience and involvement related to serving on this committee or task force. You may submit a cover letter and/or resume if you wish.

I am a business owner in the City and served as City  
Attorney for six years. I have attended all relevant  
public meetings on the issue.

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council, and requires regular attendance at 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 certify that the information in this application is true and accurate.

Signature of Applicant: 

Date: 8-5-15

*(All information provided on this application is public)*

Date Received:  
(date stamp below)

FOR OFFICE USE ONLY

Registered voter of the City: \_\_\_ yes  no

City Resident: \_\_\_ yes  no

Resume or Cover Letter Attached: \_\_\_ yes  no

Date of Council Approval: \_\_\_\_\_ AM No.: \_\_\_\_\_

Date Applicant Notified: \_\_\_\_\_

**RECEIVED**

**AUG 05 2015**

Office of the City Clerk  
City of Wasilla



CITY OF WASILLA • OFFICE OF THE CITY CLERK • 290 E. HERNING AVENUE • WASILLA, AK 99654  
PHONE: 907.373.9090 • FAX: 907.373.9092 • EMAIL: CLERK@CI.WASILLA.AK.US

**COMMITTEE APPLICATION**

The City establishes a task force or committee from time to time which is temporary in nature and will expire upon completion of the project or need. Each are established by adoption of an ordinance or a resolution during a City Council meeting and are governed by Wasilla Municipal Code (WMC) Chapter 2.44 unless otherwise provided by the ordinance or resolution which established the task force or committee. Most expire within three years of the date of their first meeting.

Task force and committee members are usually appointed by the Mayor and confirmed by the City Council unless otherwise outlined in the ordinance or resolution which established them. Applicant names may be published in the newspaper and the merits of the appointment may be discussed during a public forum. **Please return completed applications to the City Clerk.**

COMMITTEE APPLYING FOR: Downtown Overlay Walking District

NAME: Samuel J. Goldman

MAILING ADDRESS: 357 E. Parks Hwy. Suite 200, Wasilla, AK 99654

RESIDENCE ADDRESS: 3150 N. Seagull Dr. Palmer, AK 99645

E-MAIL: goldmanalaska@gmail.com

Do you regularly check your email? Yes  or No

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_ CELL PHONE: 907-715-7180

OCCUPATION: Broker

EMPLOYER: Alaska Built Real Estate

- Do you reside within Wasilla City limits? Yes  or No  If so, for how long? \_\_\_\_\_
- Do you currently own or operate a business in the City of Wasilla? If so, what is the name and physical location of the business? Yes, Alaska Built Real Estate
- Does your schedule permit you to regularly attend required meetings? Yes  or  No

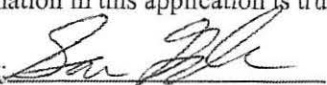
- Are you currently affiliated with the City of Wasilla in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: No
- Do you currently have a direct or indirect financial or business interest with the City of Wasilla? If so, please note: No

Please provide a brief statement describing your experience and involvement related to serving on this committee or task force. You may submit a cover letter and/or resume if you wish.

I am a business/building owner in the proposed area. I am also the owner/broker of a real estate  
brokerage doing a large volume of business in the Matsu Valley. I have years of experience in  
construction, sales, and management.

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council, and requires regular attendance at 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 certify that the information in this application is true and accurate.

Signature of Applicant:  Date: 8/5/15

*(All information provided on this application is public)*

Date Received: (date stamp below)	FOR OFFICE USE ONLY
<div style="font-size: 2em; font-weight: bold; margin-bottom: 10px;">RECEIVED</div> <div style="font-size: 1.2em; font-weight: bold;">AUG 05 2015</div>	Registered voter of the City: ___ yes <input checked="" type="checkbox"/> ___ no
	City Resident: ___ yes <input checked="" type="checkbox"/> ___ no
	Resume or Cover Letter Attached: ___ yes <input checked="" type="checkbox"/> ___ no
	Date of Council Approval: _____ AM No.: _____
	Date Applicant Notified: _____

Office of the City Clerk  
 City of Wasilla



CITY OF WASILLA • OFFICE OF THE CITY CLERK • 290 E. HERNING AVENUE • WASILLA, AK 99654  
PHONE: 907.373.9090 • FAX: 907.373.9092 • EMAIL: CLERK@CI.WASILLA.AK.US

### COMMITTEE APPLICATION

The City establishes a task force or committee from time to time which is temporary in nature and will expire upon completion of the project or need. Each are established by adoption of an ordinance or a resolution during a City Council meeting and are governed by Wasilla Municipal Code (WMC) Chapter 2.44 unless otherwise provided by the ordinance or resolution which established the task force or committee. Most expire within three years of the date of their first meeting.

Task force and committee members are usually appointed by the Mayor and confirmed by the City Council unless otherwise outlined in the ordinance or resolution which established them. Applicant names may be published in the newspaper and the merits of the appointment may be discussed during a public forum. **Please return completed applications to the City Clerk.**

COMMITTEE APPLYING FOR: Downtown Overlay District Committee

NAME: Beth Wright

MAILING ADDRESS: 391 E Parks, Suite C, Wasilla AK 99654

RESIDENCE ADDRESS: 3541 E Serendipity Ln, Wasilla, AK 99654

E-MAIL: bethtruenorth@gmail.com

Do you regularly check your email? Yes  or No

HOME PHONE: 841-7801 WORK PHONE: \_\_\_\_\_ CELL PHONE: 841-7801

OCCUPATION: H&R Block

EMPLOYER: H&R Block

- Do you reside within Wasilla City limits? Yes  or No  If so, for how long? \_\_\_\_\_
- Do you currently own or operate a business in the City of Wasilla? If so, what is the name and physical location of the business? Main Street Corp - property ownership
- Does your schedule permit you to regularly attend required meetings? Yes  or  No

- Are you currently affiliated with the City of Wasilla in any way? (examples include: contractor, lease holder, employee) if so, please note the capacity: NO
- Do you currently have a direct or indirect financial or business interest with the City of Wasilla? If so, please note: Yes - property

Please provide a brief statement describing your experience and involvement related to serving on this committee or task force. You may submit a cover letter and/or resume if you wish.

My prior professional experience in management consulting and strategic planning as well as business operations lends itself to skill in structured planning. I have attended the planning and city council meetings in 2015 related to this downtown. I have lived in the valley since 1991. I have raised my family here and owned a business here - Wasilla downtown is important to me from a variety of perspectives.

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council, and requires regular attendance at 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 certify that the information in this application is true and accurate.

Signature of Applicant: Beth Albright Date: 8/10/2015

*(All information provided on this application is public)*

<p>Date Received: (date stamp below)</p> <p style="font-size: 24pt; font-weight: bold; margin-top: 20px;">RECEIVED</p> <p style="font-size: 18pt; font-weight: bold; margin-top: 10px;">AUG 13 2015</p> <p style="font-size: 12pt; margin-top: 10px;">Office of the City Clerk City of Wasilla</p>	<p><b>FOR OFFICE USE ONLY</b></p> <p>Registered voter of the City: ___ yes <input checked="" type="checkbox"/> no      City Resident: ___ yes <input checked="" type="checkbox"/> no</p> <p>Resume or Cover Letter Attached: ___ yes <input checked="" type="checkbox"/> no</p> <p>Date of Council Approval: _____ AM No.: _____</p> <p>Date Applicant Notified: _____</p>
--	--