



	Approved	Denied
Date Action Taken:	2/8/10	
Other:		
Verified by:	<i>[Signature]</i>	

**WASILLA CITY COUNCIL ACTION MEMORANDUM**

**AM No. 10-04**

**TITLE: CONFIRMATION OF ERIC JENSEN AS AN ADMINISTRATIVE HEARING OFFICER**

**Agenda of:** February 8, 2010

**Date:** January 25, 2010

**Originator:** Mary Bixby, Executive Assistant

Route to:	Department	Signature/Date
X	Finance Director	<i>[Signature]</i> 01/27/10
X	Deputy Administrator	<i>[Signature]</i>
X	City Clerk	<i>[Signature]</i>

**REVIEWED BY MAYOR VERNE E. RUPRIGHT:** *[Signature]*

**FISCAL IMPACT:**  yes\$ or  no      Funds Available  yes  no

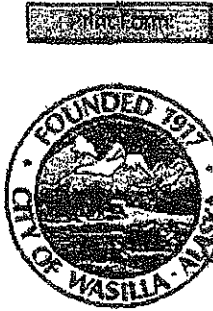
**Account name/number:**

**Attachments:** Eric Jensen's Application for position of Hearing Officer (2 pp)

**SUMMARY STATEMENT:** Mayor Rupright requests to appoint the following as a Hearing Officer. Please confirm the appointment pursuant to Wasilla Municipal Code 2.44.030 as follows:

- HEARING OFFICER:**
- Eric Jensen (three-year term to expire December 31, 2012)

**STAFF RECOMMENDATION:** To confirm the appointment by Mayor Rupright stated above.



Office of the City Clerk

City of Wasilla  
290 E. Herning Ave.  
Wasilla, AK 99654-7091  
Phone: (907) 373-9090  
Fax: (907) 373-9092  
www.cityofwasilla.com  
clerk@ci.wasilla.ak.us

APPLICATION FOR APPOINTMENT AS AN ADMINISTRATIVE HEARING OFFICER

An administrative hearing officer shall be an attorney duly licensed to practice law in the state of Alaska, or have training and experience in arbitration, mediation, contract law, and Title 7 and/or 16 of the Wasilla Municipal Code. An administrative hearing officer shall hold no other appointed or elected office or position with the City.

Applying for jurisdiction over (select one or more of the following):

- Appeals of a Planning Commission decisions pursuant to Title 16
- Appeals of a Classification/Forfeiture/Written Administrative Order pursuant to Title 7

NAME: Eric Jensen

MAILING ADDRESS: 167 Park Ave Wasilla 99654

RESIDENCE ADDRESS: 1710 Lake Lucille Dr, Wasilla

HOME PHONE: 373-2924 WORK PHONE: 376-3225

CELL PHONE: 775-7928 E-MAIL: ericjensen@gn.net

OCCUPATION: lawyer

EMPLOYER: Self

Do you reside within Wasilla City limits? Yes  or No  If so, for how long? 20 years

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? Eric Jensen 167 Park Ave

Does your schedule permit you to attend required hearings: 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 one-page resume to include education and experience that would enhance your application. Licensed to practice law in Alaska since 1976.

Return completed application to the Office of the City Clerk.

Please provide a brief statement describing your experience and involvement in City government that would qualify you for this appointment.

Appeals from a Planning Commission Decision To be appointed as a hearing officer, a person must have knowledge of, or an ability to comprehend, for the purposes of the proposed hearing, Chapter 16.36 and general land use regulation, principles of due process, and some familiarity with the development of the City. Provide a statement describing your experience with the afore mentioned. (Use a separate sheet if necessary.)

Animal Care and Regulation Appeals To be appointed as a hearing officer, a person must have knowledge of Title 7, principles of due process, and animal treatment and behavior. Provide a statement describing your experience with the afore mentioned. (Use a separate sheet if necessary.)

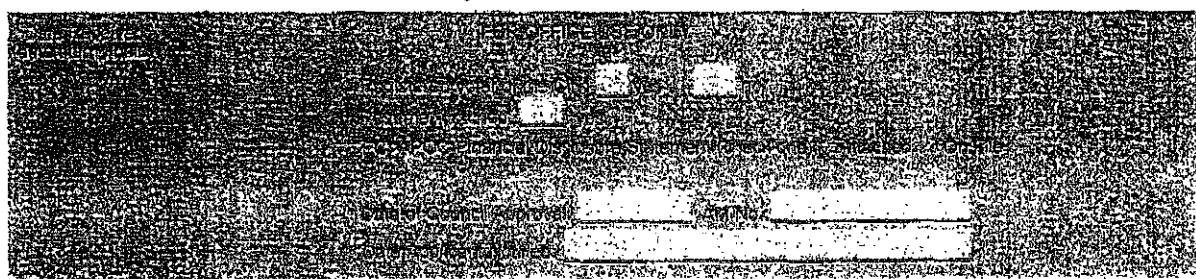
[Lined area for providing a statement describing experience and involvement in City government.]

I understand that this is a voluntary, appointed position to be confirmed by the Wasilla City Council. 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 2.76 of the Wasilla Municipal Code defining conflict of interest and ex parte contacts. I agree to comply with the code and understand that my tenure as Administrative Hearing Officer requires such compliance.

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

Signature of Applicant: [Signature] Date: 1-14-09



**RECEIVED**

JAN 14 2010

**OFFICE OF THE CITY CLERK**  
**CITY OF WASILLA** Return completed application to the Office of the City Clerk.  
Administrative Hearing Officer Application  
Revised: October 13, 2009