

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
**MANAGER WORKSHOP**  
5:15 P.M. Monday, September 12, 2011  
Council Chambers, City Hall

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA**
- D. UNFINISHED BUSINESS**
  - 1. 5:50 pm – Wipers Recycling v. City of Maplewood
    - a. Declaration of Intent to Close Meeting for Attorney Update
- E. NEW BUSINESS**
  - 1. Board & Commission Interviews
  - 2. Cable Franchise Renewal Presentation
- F. ADJOURNMENT**

**\*Times Listed Are Approximate**

**THIS PAGE IS INTENTIONALLY LEFT BLANK**

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Charles Ahl, Assistant City Manager  
**SUBJECT:** **Wipers Recycling v. City of Maplewood**  
a. Declaration of Intent to Close Meeting for Attorney Update  
**DATE:** September 6, 2011

### INTRODUCTION

As part of the continuing discussion on litigation matters related to the lawsuits regarding the Wipers Recycling v. City of Maplewood issues, the City Council will be receiving an update from Attorney Alan Kantrud regarding the status and progress on the various litigation matters including a discussion on settlement offers.

It is expected that due to the litigation decisions and update on client-attorney issues, that this meeting will be closed per statute.

### Recommended Action

The City Council will receive the update during the closed session. No action will be taken during this closed session.

**THIS PAGE IS INTENTIONALLY LEFT BLANK**

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Charles Ahl, Assistant City Manager  
Sarah Burlingame, Senior Administrative Assistant  
**DATE:** **September 6, 2011**  
**SUBJECT:** **Board & Commission Interviews**

### INTRODUCTION

The City Council will be conducting interviews of candidates for the Housing Redevelopment Authority and the Business and Economic Development Commission. There are a total of seven (7) openings due to commissioner terms ending: Three (3) on the Housing Redevelopment Authority, two (2) on the Environmental and Natural Resources Commission and two (2) on the Business and Economic Development Commission.

Applicants who are seeking a new position have been allotted 15 minutes for their interview with the City Council. Those seeking reappointment have been allotted 10 minutes, as they are more familiar with the process.

### RECOMMENDATION

Staff recommends that the Council interview the candidates as indicated in the schedule below. The suggested questions will be submitted under separate cover to the Council. During the interview process, Council Members should fill out their ballots. Interviews are scheduled to continue during the next Council Workshop on September 26, and if needed, into October. Once the Interviews have concluded, Council Members should submit their ballots to staff, which will be tallied with the results brought back to the Council during a regular meeting at a later date with recommendations for appointments.

<b>Time</b>	<b>Candidate</b>	<b>Commission</b>
5:15pm	Question Selection	
5:20pm	*Beth Ulrich	Housing Redevelopment Authority
5:30pm	*Joy Tkachuck	Housing Redevelopment Authority
5:40pm	*Warren Wessel	Business & Economic Development Commission

*\* Indicates Candidate is Seeking Reappointment*

#### Attachments:

1. Candidate Applications in order of interview schedule



# CITY OF MAPLEWOOD BOARDS AND COMMISSIONS APPLICANT INFORMATION FORM

Name: Beth Ulrich

Date: 9/1/2011

### Personal Information

Minnesota State Statute §13.601 states that once an individual is appointed to a public body, the following additional items of data are public:

- (1) residential address; and
- (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee.

ADDRESS: [REDACTED]

PHONE: [REDACTED] Work [REDACTED]

You may attach a resume or other summary of your background and experience for appointment to this Commission

1. On which board are you interested in serving? (please check)
- |  |   |
|--|---|
| <input type="checkbox"/> Business & Economic Development Commission                | <input checked="" type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Business Representative <input type="checkbox"/> Resident | <input type="checkbox"/> Human Rights Commission                      |
| <input type="checkbox"/> Community Design Review Board                             | <input type="checkbox"/> Parks & Recreation Commission                |
| <input type="checkbox"/> Environmental & Natural Resources Commission              | <input type="checkbox"/> Planning Commission                          |
| <input type="checkbox"/> Heritage Preservation Commission                          | <input type="checkbox"/> Police & Civil Service Commission            |

2. How long have you lived in Maplewood? 18 years

3. Will other commitments make regular attendance at meetings difficult? Yes  No

4. Please list specific reasons why you would like to serve on this Board or Commission?

I try to be an active participant in my community. For over 20 years, I have worked in the housing industry. My experience ranges from real estate finance to housing development. I've even taught home-buyer education classes to new, would-be home owners. I believe with my housing knowledge and experience, I am an asset to the HRA.

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities?

I am particularly interested in the Neighborhood Stabilization activities that are currently taking place in the city. I'm also interested in future housing development in the City of Maplewood and the financing tools associated with those developments.

6. List any community organizations or activities in which you have recently or are now an active participant.

I am a current BEDC member. I am a Girl Scout Leader and Service Unit Team Member. I am a 20 year member of the American Legion Auxiliary.

Please share any additional comments on why you should be selected by the City Council:

I have been an HRA member for a number of years now and have an exemplary record, not just with attendance, but also participation.

**THE INFORMATION CONTAINED IN THIS APPLICATION SHALL BE CLASSIFIED AS PUBLIC EXCEPT FOR HOME AND WORK TELEPHONE NUMBERS, HOME ADDRESS AND E-MAIL ADDRESS.**

Return or mail this application to: City of Maplewood, 1630 County Road B East, Maplewood, MN 55109



# CITY OF MAPLEWOOD BOARDS AND COMMISSIONS APPLICANT INFORMATION FORM

Name: JOY TRACHUCK Date: 8/28/11

### Personal Information

Minnesota State Statute §13.601 states that once an individual is appointed to a public body, the following additional items of data are public:

- (1) residential address; and
- (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee.

ADDRESS: [REDACTED] Zip [REDACTED]

PHONE: Home [REDACTED] Work [REDACTED] Cell [REDACTED]

You may attach a resume or other summary of your background and experience for appointment to this Commission

1. On which board are you interested in serving? (please check)
- |  |   |
|--|---|
| <input type="checkbox"/> Business & Economic Development Commission                | <input checked="" type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Business Representative <input type="checkbox"/> Resident | <input type="checkbox"/> Human Rights Commission                      |
| <input type="checkbox"/> Community Design Review Board                             | <input type="checkbox"/> Parks & Recreation Commission                |
| <input type="checkbox"/> Environmental & Natural Resources Commission              | <input type="checkbox"/> Planning Commission                          |
| <input type="checkbox"/> Heritage Preservation Commission                          | <input type="checkbox"/> Police & Civil Service Commission            |

2. How long have you lived in Maplewood? 18 years

3. Will other commitments make regular attendance at meetings difficult? Yes  No

4. Please list specific reasons why you would like to serve on this Board or Commission?

My past term on the HRA has been a learning experience. I have requested information reports that <sup>are</sup> could be used by the HRA Board to access & monitor housing & foreclosure within the Maplewood area.

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities?

- Affordable housing
- Resources for home owners
- Monitoring foreclosures
- Attracting families to Maplewood.
- Maintaining an attractive & inviting community

6. List any community organizations or activities in which you have recently or are now an active participant.

Gladstone neighborhood task force, Gladstone neighborhood community  
Always an active community member

Please share any additional comments on why you should be selected by the City Council.

I feel my presence on the HRA Board is positive, I ask relevant questions for our community. I funnel questions from our community to the appropriate Maplewood staff.

**THE INFORMATION CONTAINED IN THIS APPLICATION SHALL BE CLASSIFIED AS PUBLIC EXCEPT FOR HOME AND WORK TELEPHONE NUMBERS, HOME ADDRESS AND E-MAIL ADDRESS.**

Return or mail this application to: City of Maplewood, 1930 County Road B East, Maplewood, MN 55109



**CITY OF MAPLEWOOD  
BOARDS AND COMMISSIONS  
APPLICANT INFORMATION FORM**

Name: Warren Wessel Date: 8/19/11

Personal Information

Minnesota State Statute §13:601 states that once an individual is appointed to a public body, the following additional items of data are public:

- (1) residential address; and
- (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee.

ADDRESS: \_\_\_\_\_ Zip \_\_\_\_\_  
 PHONE: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

You may attach a resume or other summary of your background and experience for appointment to this Commission

1. On which board are you interested in serving? (please check)
- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Business & Economic Development Commission     | <input type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Business Representative <input type="checkbox"/> Resident | <input type="checkbox"/> Human Rights Commission           |
| <input type="checkbox"/> Community Design Review Board                             | <input type="checkbox"/> Parks & Recreation Commission     |
| <input type="checkbox"/> Environmental & Natural Resources Commission              | <input type="checkbox"/> Planning Commission               |
| <input type="checkbox"/> Heritage Preservation Commission                          | <input type="checkbox"/> Police & Civil Service Commission |

2. How long have you lived in Maplewood? 14 1/2 years

3. Will other commitments make regular attendance at meetings difficult? Yes  No

4. Please list specific reasons why you would like to serve on this Board or Commission?  
I am currently a commissioner and haven't missed a meeting. I am both a resident and small business man here in Maplewood.

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities?  
Fiscal matters.

6. List any community organizations or activities in which you have recently or are now an active participant.  
I am very involved with my church, I am a member of the DBPA, in Oakdale

Please share any additional comments on why you should be selected by the City Council.  
I believe I can help keep our city on a fiscally responsible track.

**THE INFORMATION CONTAINED IN THIS APPLICATION SHALL BE CLASSIFIED AS PUBLIC EXCEPT FOR HOME AND WORK TELEPHONE NUMBERS, HOME ADDRESS AND E-MAIL ADDRESS.**

Return or mail this application to: City of Maplewood, 1830 County Road B East, Maplewood, MN 55109

## AGENDA REPORT

**TO:** City Manager, Jim Antonen  
**FROM:** IT Director, Mychal Fowlds  
**SUBJECT:** **Cable Franchise Renewal Presentation**  
**DATE:** September 7, 2011

### **Introduction**

This item is being presented to keep you up to date on the process that is currently taking place regarding the renewal of our Cable Franchise Agreement and what to expect in the coming years.

### **Background**

The City of Maplewood currently has a Cable Franchise Agreement with Comcast via our membership in the Ramsey/Washington Suburban Cable Commission. This current agreement is expiring in 2014. Executive Director, Tim Finnerty, will give a brief overview of what is currently being done and what will need to be done in the coming years to prepare for the renewal.

### **Budget Impact**

At this point there is no budget impact associated with this item. In the future there will be budget impacts associated with this item and they will be brought back to the City Council at that time.

### **Recommendation**

This item is simply being brought before you to keep you up to date on the cable franchise renewal process.

### **Action Required**

None.