

**PLEASE NOTE START TIME IS 6:00 PM**

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
**MANAGER WORKSHOP**  
6:00 P.M. Monday, August 10, 2015  
City Hall, Council Chambers

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. UNFINISHED BUSINESS**

None

**E. NEW BUSINESS**

1. MCC Theatre Lease Discussion – Ashland Productions
2. Commission & Board Interviews

**F. ADJOURNMENT**

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## AGENDA REPORT

**TO:** Melinda Coleman, City Manager

**FROM:** DuWayne Konewko, Parks & Recreation Director

**SUBJECT:** MCC Theatre Lease Discussion - Ashland Productions

**DATE:** August 10, 2015

### **Introduction**

The current lease agreement with Ashland Productions, Inc. (Ashland) expires on December 31, 2015. The previous lease agreement with Ashland was approved by the City Council in December of 2010 and was for a period of five years beginning in January of 2011. Ashland has been working out of the Maplewood Community Center (MCC) for the past fifteen years and has been leasing the theatre space the previous ten years.

Denise Mogren and John Yarusso, Ashland Board of Directors, along with Rob Sutherland will be present for the discussion and will be delivering a short presentation to council.

### **Background**

Ashland was founded by Frank Asenbrenner in 1997. Mr. Asenbrenner was a former Hill-Murray principal and also served as the band director for the school. After retiring from Hill-Murray, Mr. Asenbrenner continued working on his passion of creating a successful theatre program. Working with his two daughters Barb and Peg and his son-in-law Rob Sutherland, he was successful in accomplishing his vision of creating a non-profit community theatre – Ashland Productions. Mr. Sutherland currently serves as the Artistic Director for Ashland.

Ashland's mission statement is as follows: *Ashland Productions fosters the development of performance, leadership and life skills through youth mentorship and quality intergenerational performing arts.* Ashland is a regionally prominent developmental creative experience tailored for youth at each level of age and experience, delivered through intergenerational mentoring, and provided at very high standard of artistic excellence in an environment of inclusiveness and acceptance.

Ashland sells approximately 16,000 tickets for their performances each year. Over 1,400 youth participated in Ashland programs this past year. Ashland currently employs four full time employees and a full time volunteer coordinator. Ashland is served by a ten member board of directors.

### ***Kid City/Integrated Youth Development***

Ashland's mission statement aligns itself with *Kid City* and the Integrated Youth Development (IYD) City initiative. Ashland's utilizes performing arts as a vehicle to instill leadership and facilitates the development of lifelong skills through mentorship opportunities. This speaks directly to *Kid City* with regard to the Pop-up Laughter Museums that bridge communities through the universal act of laughter and Kid Council that uses improv and theatre techniques to dream up solutions to City challenges. The City's IYD initiative is predicated on building mentorships with adults which is paramount to Ashland's success.

### ***Lease Agreement Discussion***

Staff has been discussing the concept details of a proposed lease agreement extension with Ashland and both parties have agreed in form to a Letter of Intent (LOI). The LOI is a non-legally binding document that will aid in the development of the actual lease contract agreement. Before we move ahead with the contract, staff wants to ensure that the council is supportive of the direction. The following points summarize the concepts that are included in the LOI:

- The lease would be for an initial five year period with two five year options to extend the lease.
- The lease would have an effective start date of January 1, 2016.
- Ashland will assume responsibilities for operating the theatre.
- The City is responsible for maintaining the theatre space.
- The lease agreement will include a revenue sharing provision whereby the City is paid a portion of the revenue received for additional non-Ashland theatre performances.
- Ashland will be providing the City \$.25 for each Ashland performance ticket sold.
- The annual lease payment for 2016 will increase 28.6% with annual increases of 2% thereafter.
- The City is committed to making theatre specific improvements to the theatre in an amount not to exceed \$75K with a completion date on June 30, 2016.
- Ashland agrees to contribute at least \$52K for these theatre specific improvements.
- The City is committed to making building improvements (including carpet) in an amount of approximately \$33,250.
- Reciprocity agreement for use of “each-other” spaces.

If council is supportive of the direction, staff and the City Attorney will draft a lease contract agreement between the City and Ashland for City Council’s review and approval. Staff would like to have this finalized no later than mid-October.

### **Recommendation**

The discussion regarding Ashland’s Lease Agreement is informational only, and no formal action by the council is required.

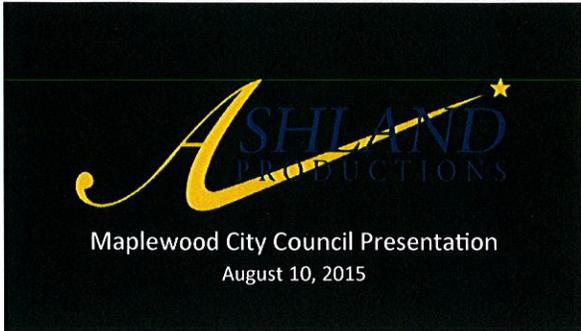
### **Attachments**

None

For The Permanent Record

Meeting Date: 8-10-15 8/10/15

Agenda Item #: E1 (Workshop)



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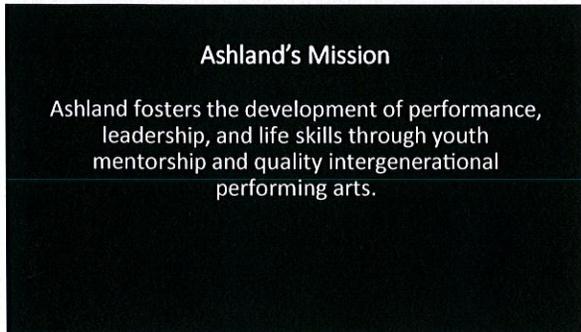
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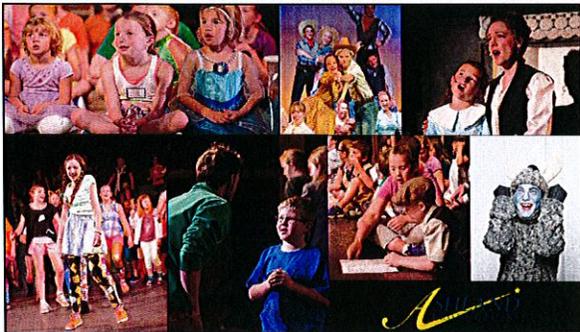
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### History

- The Beginning
- "The Chanhassen of the East Side"
- Close the Doors, or Make a Change!

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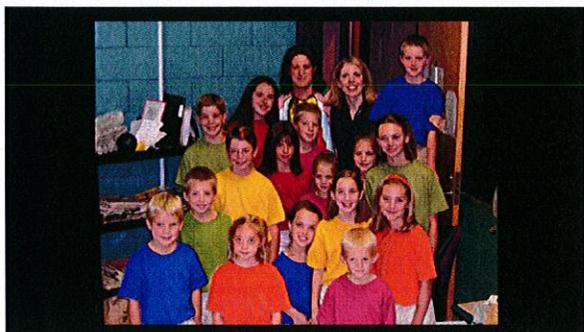
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**Ashland Today**

- The Last 5 Years
- Arts Lab
- Our Hedgehog
- Reciprocal Mentoring
- Our Programs Today

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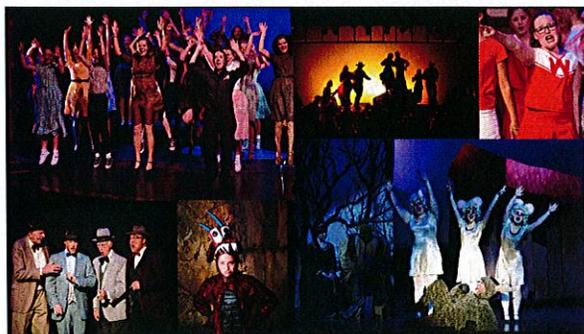
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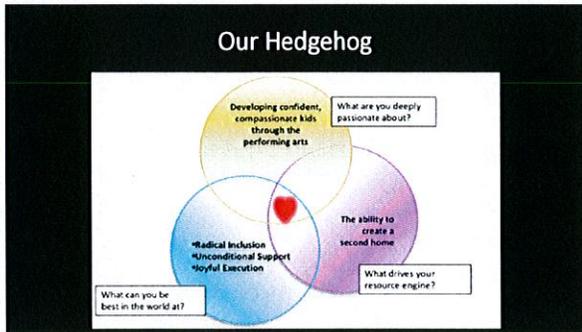
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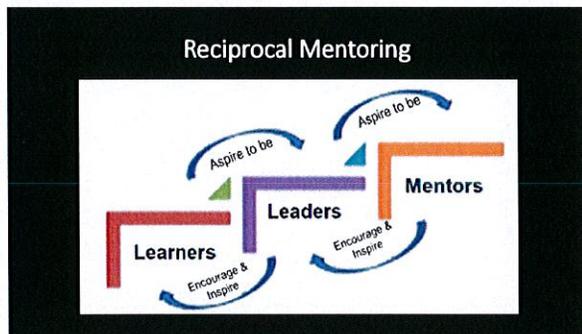
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### Ashland Programs

ACT! PROGRAM	FEATURE SHOWS	SUMMER CAMPS	LEADERSHIP & DEVELOPMENT
Ashland provides area schools with directors to facilitate a full-scale production that is performed at the Maplewood Performing Arts Center. This innovative program has impacted the lives of more than 3,000 children since its inception in 2009.	Ashland produces four main stage productions each year: a multi-age fall show, a teen-adult winter show, a middle school spring show, and a teen immersion summer camp production.	Summer camps are about making new friends, having fun, and learning the magic of theatre. We have multiple camps throughout the summer, available for youth in grades 1-12.	Ashland provides leadership and development opportunities for youth of all ages, including QUITAKE (Outgoing Understanding Theatrical Teens Accepting Kids Everywhere), a summer camp counseling program, and classes throughout the year.

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### Goals for the Future

- Further Develop Our Partnership
- A Second Location
- A Growth in Our Staff and Programming
- Develop and License Our Own Shows and Curriculum

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**ASPIRE**  
2015-2016 Season

 <b>Seussical</b> Participants: Grades 1-Adult October 30-November 22, 2015	 <b>Jesus Christ Superstar</b> Participants: Grades 9-Adult January 22-February 7	 <b>We Are Monsters!</b> (2016 ACIT Program) Participants: Grades 1-8
 <b>Fame Jr.</b> Participants: Grades 6-8 April 29-May 8	 <b>Les Misérables</b> Participants: Grades 9-12 July 29-August 14	

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## MEMORANDUM

**TO:** Melinda Coleman, City Manager

**FROM:** Lois Knutson, Senior Administrative Assistant

**DATE:** August 4, 2015

**SUBJECT:** Commission & Board Interviews

### **Introduction**

The City Council will be conducting interviews of two candidates for openings on the Environmental & Natural Resources Commission and the Parks & Recreation Commission. Currently there is one opening on the Environmental & Natural Resources Commission and there are three openings on the Parks & Recreation Commission. The openings are due to resignations and term expirations.

### **Budget Impact**

None.

### **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. Once the Interview has concluded, Council Members should submit their ballots to staff, which will be tallied with the results brought back to the Council during the following regular meeting with a recommendation for appointment.

<b>Time</b>	<b>Candidate</b>	<b>Commission</b>
6:30 pm	Ryan Ries	Environmental & Natural Resources Commission
6:40 pm	Russell Susag	Environmental & Natural Resources Commission Parks & Recreation Commission

### **Attachments**

1. Candidate Applications

CITY OF MAPLEWOOD  
BOARDS AND COMMISSIONS  
APPLICANT INFORMATION FORM

RECEIVED  
E2, Attachments  
JUL - 6 2015  
CITY OF MAPLEWOOD

Name: Ryan Ries

Date: 7/2/15

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] City [REDACTED] Zip [REDACTED]

PHONE: Home [REDACTED] Wor [REDACTED] Cell [REDACTED]

EMAIL: ries.ryan@gmail.com

1. Please check which Board and/or Commission you are interested in serving?

- |                                                                                    |                                                            |
|------------------------------------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Housing & Economic Development Commission                 | <input type="checkbox"/> Human Rights Commission           |
| <input type="checkbox"/> Business Representative <input type="checkbox"/> Resident | <input type="checkbox"/> Parks & Recreation Commission     |
| <input type="checkbox"/> Community Design Review Board                             | <input type="checkbox"/> Planning Commission               |
| <input checked="" type="checkbox"/> Environmental & Natural Resources Commission   | <input type="checkbox"/> Police & Civil Service Commission |
| <input type="checkbox"/> Heritage Preservation Commission                          |                                                            |

2. How long have you lived in Maplewood? 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?

Two years ago my family moved to Maplewood, and we love this city. We are invested in this city and its future. I want to help shape this future so that Maplewood continues to be a great place to raise a family. I want to be an active member of the community.

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

My interest in the Commission stems from my passion for environmental stewardship and responsible, forward-looking energy planning. In my role as Capital Asset Manager for Ramsey County Parks & Recreation, I am constantly striving to reduce our carbon footprint and increase energy efficiency and I can bring this expertise to the Commission.

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

I work for Ramsey County Parks and Recreations and I am a LEED Accredited Professional. Currently I am coaching my 6-year old daughter in t-ball through Maplewood Parks & Rec. My family belongs to 2 local CSAs as well.

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

I can offer the Commission both professional expertise and personal passion for environmental stewardship. As a public employee I understand and embrace the role of public servant, and I would be honored to serve this Commission.

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

THE INFORMATION CONTAINED IN THIS APPLICATION SHALL BE CLASSIFIED AS PUBLIC EXCEPT FOR 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

## RYAN RIES

**EDUCATION**

**B.S. Civil Engineering, Construction Engineering and Management Option**, December 2005  
University of Wisconsin-Madison  
GPA: 3.4/4.0

Semester abroad at University of Warwick, Coventry, England

**EMPLOYMENT**

**Ramsey County**, Maplewood, MN  
Parks and Recreation Department  
2013-present

Project Manager/Capital Asset Manager

*Responsibilities*

- Coordinate construction, scheduled and ongoing maintenance for 11 ice arenas, 4 golf courses, and 17 county and regional parks
- Administer annual Equipment Replacement Program
- Department energy planning/management
- 2015 Chair, Internal Communications Team
- Supervise and schedule 4-person Maintenance & Service crew

**M.A. Mortenson Company**, Minneapolis, MN  
Commercial Construction Company/General Contractor  
2005-2013

Intern, Engineer, Project Manager

*Project Experience*

- St. Mary's Duluth Clinic, Duluth (new cancer clinic)
- Grand Casino Hinckley, Hinckley (casino/hotel expansion)
- Target Field, Minneapolis (Twins stadium)
- Ridgeview Hospital, Waconia (NICU renovation)
- 212 Medical Center, Chaska (E.R. and medical office building)
- Radisson Blu Hotel, Bloomington (hotel at Mall of America)

**MSA Professional Services**, Madison, WI (2004)

- Construction inspector for underground utility construction projects.

**Bulldog Painting**, Hastings, MN (2001-2003)

- Started business from scratch. Shared bidding, advertising, financial responsibilities with partner. Managed a crew of five.

**CREDENTIALS**

- LEED Accredited Professional
- CPR, OSHA 30-hour certified

**ACTIVITIES**

- T-ball coach – Maplewood Parks & Rec
- Hobbies include reading, writing, fishing, music, traveling



# CITY OF MAPLEWOOD BOARDS AND COMMISSIONS APPLICANT INFORMATION FORM

Name: Russell Susag Date: June 29, 2015

**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] city Maplewood Zip 55109

PHONE: Home — Work — Cell [REDACTED]

EMAIL: [REDACTED]

**1. Please check which Board and/or Commission you are interested in serving?**

- |                                                                                    |                                                                   |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Housing & Economic Development Commission                 | <input type="checkbox"/> Human Rights Commission                  |
| <input type="checkbox"/> Business Representative <input type="checkbox"/> Resident | <input checked="" type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Community Design Review Board                             | <input type="checkbox"/> Planning Commission                      |
| <input checked="" type="checkbox"/> Environmental & Natural Resources Commission   | <input type="checkbox"/> Police & Civil Service Commission        |
| <input type="checkbox"/> Heritage Preservation Commission                          |                                                                   |

2. How long have you lived in Maplewood? Six months

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?  
(over)

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities?  
NO

6. List any community organizations or activities in which you have recently or are now an active participant.  
None

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

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

**THE INFORMATION CONTAINED IN THIS APPLICATION SHALL BE CLASSIFIED AS PUBLIC EXCEPT FOR 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

## Item 4. Specific reasons and Additional comments

I would like to serve on a City Commission to become involved in my new home community.

My education and career have been in the environmental area but probably not the environment subject of the city commission.

I received BS, MS, and PhD from the University of Minnesota in Civil/Environmental Engineering. I taught Water Supply and Treatment, Industrial Waste Treatment and Solid Waste Management at the Universities of Minnesota and Florida. The last 21 years of my career were spent at 3M in the Environmental Engineering and Pollution Control Division retiring in 1996 as Director of Environmental Regulatory Affairs.

I have had significant experience in public councils, serving 8 years on the Richfield (MN) City Council and 5 years on the Metropolitan Council.