

**AGENDA
MAPLEWOOD CITY COUNCIL
MANAGER WORKSHOP
5:00 P.M. Monday, January 25, 2016
City Hall, Council Chambers**

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA**
- D. UNFINISHED BUSINESS**
- E. NEW BUSINESS**
 - 1. Commissioner Interviews
- F. ADJOURNMENT**

RULES OF CIVILITY FOR THE CITY COUNCIL, BOARDS, COMMISSIONS AND OUR COMMUNITY

Following are rules of civility the City of Maplewood expects of everyone appearing at Council Meetings - elected officials, staff and citizens. It is hoped that by following these simple rules, everyone's opinions can be heard and understood in a reasonable manner. We appreciate the fact that when appearing at Council meetings, it is understood that everyone will follow these principles:

Speak only for yourself, not for other council members or citizens - unless specifically tasked by your colleagues to speak for the group or for citizens in the form of a petition.

Show respect during comments and/or discussions, listen actively and do not interrupt or talk amongst each other.

Be respectful of the process, keeping order and decorum. Do not be critical of council members, staff or others in public.

Be respectful of each other's time keeping remarks brief, to the point and non-repetitive.

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MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Lois Knutson, Senior Administrative Assistant

DATE: January 19, 2016

SUBJECT: Commission & Board Interviews

Introduction

The City Council will be conducting interviews of seven candidates for openings on the following commissions:

Environmental & Natural Resources Commission (3 applicants for 2 openings)
 Heritage Preservation Commission (2 applicants for 1 opening)
 Housing and Economic Development Commission (1 applicant for 1 opening)
 Human Rights Commission (2 applicants for 1 opening)

There are also currently openings on the Parks and Recreation Commission and the Planning Commission.

All 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 Interviews have 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.

Time	Candidate	Commission
5:10 pm	Mary Henderson	Environmental & Natural Resources Commission
5:20 pm	Brenda Hamlin-Lehman	Heritage Preservation Commission
5:30 pm	Brian Finley	Housing & Economic Development Commission
5:40 pm	Tou Ger Yang	Human Rights Commission

5:50 pm	Randee Edmundson	Human Rights Commission and Environmental & Natural Resources Commission
6:00 pm	Keith Buttleman	Environmental & Natural Resources Commission
6:10 pm	Bob Cardinal	Heritage Preservation Commission

Attachments

1. Candidate Applications

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

Name: Bob Cardinal Date: 12-28-15

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: 2497 Adele Street City Maplewood Zip 55109

PHONE:

EMAIL:

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 type="checkbox"/> Environmental & Natural Resources Commission | <input type="checkbox"/> Police & Civil Service Commission |
| <input checked="" type="checkbox"/> Heritage Preservation Commission | |

2. How long have you lived in Maplewood? Over 60 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?

Currently serving as a board member of Maplewood Area Historical Society.

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

To preserve and interpret history of Maplewood.

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

Planning Commission, City Council.

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

Maplewood has a need to step-up this organization to be relevant or dissolve its function.

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



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

Name: Brenda Hamlin-LehmannDate: 12/09/2015**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: 542 Skillman Ave E. #107 City Maplewood Zip 55117

PHONE: [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 type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Community Design Review Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Environmental & Natural Resources Commission | <input type="checkbox"/> Police & Civil Service Commission |
| <input checked="" type="checkbox"/> Heritage Preservation Commission | |

2. How long have you lived in Maplewood? 2 years and 4 months3. 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 have always been into history and I think it is important for the next generation to see what we have preserved and how that affected each generation as they were growing up and learning about our history

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

Might be on the education side of ensuring citizens and especially children are learning about what is available with regards to historical sites to visit

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

I also participate in events with the Special Olympics of Minnesota and in certain events with the VFW Auxiliary and the American Legion Auxiliary

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

I am committed to working hard to ensure that historical items and places are available to the next generation and that I will attend all meetings unless it is beyond my control. History is what makes us who we are today and it is important to share our knowledge and love for things around us.

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

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JAN 15 2016

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

CITY OF MAPLEWOOD

Name: Brian Finley Date: 1-15-16

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: 1910 Prosperity Road City Maplewood Zip 55109

PHONE: [REDACTED]
EMAIL: [REDACTED]

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> Housing & Economic Development Commission | <input type="checkbox"/> Human Rights Commission |
| <input type="checkbox"/> Business Representative <input checked="" type="checkbox"/> Resident | <input type="checkbox"/> Parks & Recreation Commission |
| <input type="checkbox"/> Community Design Review Board | <input type="checkbox"/> Planning Commission |
| <input 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? 9 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 obtained a master's in Urban Planning from MN State University - Mankato two years ago. I served internships with the city of Stillwater & Washington County Transportation Dept.

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities? None

6. List any community organizations or activities in which you have recently or are now an active participant. Active at my church (First Free Evangelical Church of Maplewood) as member of missions committee

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

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

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



CITY OF MAPLEWOOD BOARDS AND COMMISSIONS APPLICANT INFORMATION FORM



Name: Tou Ger Yang Date: 1-13-16

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: 2170 County Rd D East City Maplewood Zip 55109

PHONE: [REDACTED]

EMAIL: [REDACTED]

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

- | | |
|--|---|
| <input type="checkbox"/> Housing & Economic Development Commission | <input checked="" 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 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? over 1 year

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 want to participate more in my community that I live in & share skills & knowledge that I have. I want to give meaningful time to my community.

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

- Police & Civil service Commission, Human Rights Commission & Parks & REC Commission. ^{Interested in} Hiring of Officers, Review of officers, building of new parks, refurbishing of new parks, Policies that affect POC.

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

Neighborhood House Youth work, Wild life Rehabilitation center, Metro state criminal Justice club

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

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

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CITY OF MAPLEWOOD
BOARDS AND COMMISSIONS
APPLICANT INFORMATION FORM

E1, Attachment 1

Name: Randee Edmundson

Date: January 12, 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: 1396 County Road C E city Maplewood zip 55109

PHONE

EMAIL:

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

- | | |
|--|---|
| <input type="checkbox"/> Housing & Economic Development Commission | <input checked="" 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? 15 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?

These two commissions fit my background as a life and environmental science teacher and teacher of diverse communities for 30 years, 5-12 in Maplewood and St. Paul Public schools, Mounds Park Academy, Tanzania and South Africa. I believe one of the greatest services I can give to community government is to be active at a local level.

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

I have particular interest in urban agriculture, equitable public access to decisions, care and responsibility regarding parks, natural resources and education.

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

Ramsey-Washington Metro Watershed District, Community Advisory Council
Harmony Community Garden
Isaiah - Education Committee

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

I served on Maplewood Environmental and Natural Resources Commission from 2011 - June 2015. I left to serve as a HS Physical Science Teacher Trainer with Peace Corps South Africa for a 6 month project. As a Peace Corps Volunteer 2007-2009 Tanzania and this recent Peace Corps Response assignment, I was trained and trained communities on methods for growing more food in smaller spaces with less water. With global climate change these

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

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

Name: Keith Buttleman Date: 12-15-15

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: 2503 Haller La City Maplewood Zip 55119

PHONE: _____

EMAIL: _____

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"/> Community Design Review Board | <input type="checkbox"/> Parks & Recreation Commission |
| <input checked="" 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? 17 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 have a strong personal and professional interest, and over 30 years experience in urban and regional environmental planning and management. And, having chosen Maplewood as my home, I have a strong desire to contribute to its future.

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

I am particularly interested in all aspects of water management, including supply to support a sound economy and healthy population, and quality in our lakes and streams to ensure that they remain an asset to our community.

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

None, so far — I just recently retired from a long career in water management — [Metropolitan Council Env't. Suc. asst. gen. manager for water quality and supply; stat (Virginia) coordinator for Chesapeake Bay cleanup] — and now I have time for devoting my attention closer to home.

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

- Graduate degree in Urban + Regional Planning (U. of Va. School of Architecture)
 - State agency head responsible for coordinating all state activities in environmental matters.
 - Metropolitan Council AGM for regulatory compliance, industrial discharges, laboratory, research + development, lake + stream monitoring, data analysis, environmental education)
- You may attach a resume or other summary of your background and experience for appointment to this Commission

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CITY OF MAPLEWOOD
BOARDS AND COMMISSIONS
APPLICANT INFORMATION FORM

Name: MARY HENDERSON

Date: 1/6/2016

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: 1211 CENTURY AVS City MAPLEWOOD Zip 55119

PHONE: [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 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? since 9/4/2015

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've been a lifelong gardener and in 9/2015 moved to Carver Lake @ Fish Creek. We have about 1 acre of woods / part of woods owned by Ramsey Cty. We will have a vegetable garden + bees. I'm interested in policies + practices that

5. Do you have any specific areas of interest within the Board's or Commission's scope of responsibilities? *Wetlands / shoreline
Bees + other pollinators
Deer Population
Beckhorn Management.*

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

*Many Boards + Advisory Councils over the yrs.
Currently - long time board member C.T.E.A.T.E. Inc - C.D Treatment Program.
" 2 hrs week volunteer @ Woodbury Care Ctr.*

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

I have a strong belief in volunteer work + providing service. I'm a retired C.D. counselor

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

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BRIAN FINLEY

For The Permanent Record

Meeting Date: 01-25-2016

Agenda Item #: Workshop E1

PROFILE

- Three internships with various government agencies
- Seven years of project management experience at a variety of companies including non-profits
- Extensive public speaking for a variety of non profit organizations
- Researched and wrote winning grant competition
- Many years of customer service experience managing portfolio of clients

PROFESSIONAL SKILL HIGHLIGHTS

- Exceptional customer service
- Strong communication skills both written and verbal
- Project Coordinator

EDUCATION

- 2013** Minnesota State University – Mankato, MN
- Master of Science – Urban Studies

EMPLOYMENT

- 2014** Washington County Regional Rail Authority, *Intern*, Stillwater, MN
- Provide support to public involvement efforts for transportation projects including attendance at public events and through the website
 - Research ongoing transportation projects and assistance in preparing written reports and documentation
- 2013** Greater Stillwater Chamber of Commerce, *Intern*, Stillwater, MN
- Researched and wrote winning Economic Development Grant application
 - Assisted in planning and implementation of various events
- 2012** City of Stillwater, *Intern*, Stillwater, MN
- Researched and entered information for an economic development database
 - Prepared/Presented variances for both the Planning and Historic Preservation Commission meetings
- 2006-11** US Bank, *Account Coordinator*, Minneapolis, MN
- Consultative role to help streamline processes with client credit card programs
 - Cross-sold multiple technological enhancements and features
- 2002-05** Mercy Ships International, *Tours Manager/Purser*, Dallas, TX
- Charity hospital ship providing free care for the poor in Africa- manager of public tours of ship each summer with over 30,000 visitors
 - Conducted hiring, training and managing of six tour guides and 20 volunteers
 - Revised training manual incorporating creative new techniques
 - Handled customs/immigration/safety procedures for a crew of 350 multinational individuals/\$4million in cargo