REQUEST FOR COUNCIL ACTION

Date: March 12, 2012

Item No.: 2.a

Department Approval

City Manager Approval

Machinen

Item Description: Discussion of Advisory Commission Appointment Process

BACKGROUND

The City has six standing commissions. The Council annually appoints citizens to serve on the commissions. Commissions advise the Council on specific actions and offer citizens a way to provide input on issues of interest.

Three commissions, Ethics, Parks and Recreation and Police Civil Services have one vacancy each, and the Planning Commission has two vacancies for the three-year appointment. Terms run from April 1, 2012 to March 31, 2015.

The Council will have interviewed eight applicants three applicants for Ethics, three applicants for Parks and Recreation, five applicants for Planning and one applicant for Police Civil Service. (Several applicants are interested in one or more commission.) Commission Chairs were invited to participate in the interview process and offer their comments. Those comments are non-public data.

The Council will appoint applicants at the March 19, 2012 meeting.

No applicant applied for the Police Civil Service Commission; although, Gerald Olsen said he would like to be considered for either the Ethics or Police Civil Service Commissions if not selected for the Planning Commission.

In accordance with city policy, if fewer applications are received than twice the number of openings, the City Council may establish a new application deadline.

Staff contacted the applicants for the Parks and Recreation and the Planning Commissions, asking if they would be interested in being considered for either the Ethics or the Police Civil Service Commission.

Nick Boulton said he would like to be considered for the Ethics Commissions if not selected for the Parks and Recreation Commission.

David Pitt and Robert Murphy are only interested in the Planning Commission. Nolan Wall is only interested in the Parks and Recreation Commission. The other applicants did not respond to the inquiry.

City staff advertized in the Roseville Review, posted information on the website and channel 16, included an article in the Roseville City News, distributed press releases and sent several emails and notices to current and former commissioners and recent commission applicants. The Mayor announced information about commission vacancies and the application process before several City Council meetings. In addition, staff used several informal networking opportunities to spread the word about volunteering on commissions.

REQUESTED COUNCIL ACTION

- Determine whether to reopen the application period for the Police Civil Service Commissions.
- If the council determines to re-advertize for the Police Civil Service Commission, set application
- deadline to April 4, 2012, with interviewed scheduled for April 9, 2012 and appointment on
- 47 April 16, 2012.

43

48

49 Prepared by: Bill Malinen, City Manager

50 Attachments: A: Applications

Full Name: Nancy O'Brien
Last Name: O'Brien
First Name: Nancy

Home Address:

Roseville, MN 55113

Home:

E-mail:
E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Ethics Commission

If other, please list name:

This application is for:: New Term

TC:1: : . . 1 . . 1: .:

If this is a student application, please list your grade:

Name:: Nancy O'Brien

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address::

How many years have you lived in Roseville?: 26 years

Work Experience (especially as it relates to the Commission/Board for which you are applying): I am currently retired, but worked for 33 years at the Minneapolis VA Medical Center. I am a social worker by training. I worked in the mental health field for most of my career, but spent the final 5 years at the VA working as the Compliance and Business Integrity Officer to ensure that the medical center was observing all legal and ethical policies. I also served on the medical center Ethics Committee for over 20 years and was the person responsible for instituting the Organizational Ethics Program at the Minneapolis VA. I currently serve on the Ethics Educational Committee of the National Association of Social Workers - Minnesota Chapter.

Education:: Masters of Social Work Degree, University of Michigan Bachelors Degree, Indiana University

Civic and Volunteer Activities (Past and Present):: Citizens Advisory Team for the Master Plan of the Roseville Park and Rec Commission Sept 2009 - Nov 2010 Citizens Implementation Team (Natural Resources subcommittee) of the Roseville Park and Rec Commission March 2011- current

Please state your reasons for wanting to serve on the Commission/Board:: I have a long-standing interest in organizational ethics, as well as considerable training in this area. I enjoy consulting about ethical issues as

well as training staff in ethics. In addition, I have found my work on the Park and Rec Advisory and Implementation Teams to be very interesting and challenging and wish to find another area in which to be involved in my community.

What is your view of the role of this Commission/Board?: The Commission serves as a citizen group to advise the city on ethical issues and to train staff and other Commission/Board members on ethical principles. The Ethics Commission members should have sufficient training themselves to be knowledgeable in the area of ethics.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.:

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

Occasionally City staff gets requests from the media or from the public for ways to contact Commission members. The Commission roster is periodically made available. Please indicate which information the City may release to someone who requests it or that may be included on the Commission roster. Under MN Statute §12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Preferred Email Address

Home Phone:

Form submitted on: 1/16/2012 10:48:08 AM

Work Phone:
Cell Phone:
Preferred Email Address:
I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes
Additional Information:

Full Name: Nicholas Boulton

Last Name: Boulton First Name: Nicholas

Home Address:

Roseville, MN 55113

Mobile:

E-mail:

E-mail Display As:

Sorry, must have missed that field.

Roseville 55113

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission

If other, please list name:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Nicholas Address:: Boulton

City, State, Zip: Roseville, MN 55113

Phone Number:: Email address::

How many years have you lived in Roseville?: 7

Work Experience (especially as it relates to the Commission/Board for which you are applying): I currently work for Target Property Development in the Electrical Engineering department. I design and project manage the construction of Target Stores throughout the US and Canada.

Education:: AAS Electrical Construction BA Business Managment

Dunwoody College

Civic and Volunteer Activities (Past and Present):: Work with various organizations through my employer. Hearts and Hammers, Second Harvest and Feed My Starving Children are some examples. I have also worked with a group called Bikes for Kids that repairs used bikes for kids in need.

Please state your reasons for wanting to serve on the Commission/Board:: I would like to be on the board to take part in the further upkeep and development of the Roseville park system. I enjoy using the parks system and would like to help out with maintaining the high quality of the parks/trails.

I would also like to see more activities added to diversify the types of amenities available at the parks.

What is your view of the role of this Commission/ Board?: My view of this role would be to provide insight and direction to the future of the parks in Roseville and what they will look like. This role should also think about what value the parks system will do to provide to the community.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.:

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Home Phone:
Work Phone:
Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 2/29/2012 10:20:09 PM

Full Name: Austin Anderson
Last Name: Anderson
First Name: Austin

Home Address:

Roseville, MN 55113

Home:

E-mail:

E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Parks and Recreation Commission, Planning Commission

If other, please list name:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Austin Anderson

Address::

City, State, Zip: Roseville, MN 55113

Phone Number: Email address:

How many years have you lived in Roseville?: 1

Work Experience (especially as it relates to the Commission/Board for which you are applying): I don't have any work experience related to working on the Commission Board but I'm applying so I can gain some work experience in that field. I have a strong interest and passion in city government especially as it relates to urban planning, development, and parks and recreation.

Education:: I received a bachelor of arts degree from Hamline University in 2008. I double majored in political science and history with a minor in religion. In 2009 I enrolled in Hamline School of Business and received my masters in public administration in 2011.

Civic and Volunteer Activities (Past and Present):: I have been attending city commission meetings in order to learn how the city commission works and to obtain an understanding of the issues facing the city of Roseville.

Please state your reasons for wanting to serve on the Commission/Board:: My desire to serve on the Commission Board dates back to my childhood. Growing up in Montana I loved to play soccer. However my town was the only major city that lacked a soccer complex. Since leaving Montana, efforts have prevailed in creating this complex. Observing the results the park has had on the community is astounding. Parks and recreation are connected to this because their efforts are ever present in connecting a community together.

What is your view of the role of this Commission/ Board?: The Park and Recreation Commission has the responsibility of recommending certain recreational policies for the city of Roseville. Other duties also include

being charged with advising the City Council on matters related to City programs and facilities dedicated to recreation. These programs enable and encourage citizens to participate in the community. The Parks and Recreation board is also responsible to protecting open space and parklands. This will allows the community to unite and flourish.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.:

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Home Phone : Work Phone : Cell Phone:

Preferred Email Address:

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 2/28/2012 7:44:00 PM

Minnesota and Wisconsin chapters.

Full Name: Last Name: First Name:	Nolan Wall Wall Nolan	
Home Address:	Roseville, MN 55113	
Mobile:		
E-mail: E-mail Display As:		
The following form was	submitted via your website: Commission Application	
Please check commission	applying for: Parks and Recreation Commission	
If other, please list name:		
This application is for:: N	New Term	
If this is a student applica	ation, please list your grade:	
Name:: Nolan Wall		
Address::		
City, State, Zip: Roseville	e, MN 55113	
Phone Number::		
Email address:		
How many years have yo	ou lived in Roseville?: 20	
employed as a city plann	ially as it relates to the Commission/Board for which you are applying): I've been ing consultant for 4 years. Prior to full-time employment in the private sector, I e City of Vadnais Heights Planning/Community Development Department.	
planning; park planning; administration; GIS map	udes a variety of planning-related projects. My experience includes: comprehensive development review; ordinance drafting and administration; grant writing and ping; and capital improvements planning. While working at the City of Vadnais partment in updating the Parks and Open Space Plan which included service area acilities inventory.	
In addition, I'm a Certified Planner (AICP) with the American Planning Association and a member of the		

Education:: I have a Bachelor's degree in Political Science from St. John's University (MN) and a Master's

1

Degree in Urban and Regional Planning from the University of Minnesota.

Civic and Volunteer Activities (Past and Present):: I have not had the privilege of serving on any civic/volunteer boards or commissions. My wife and I recently purchased our first home, so I've been waiting to establish residency in a community before seeking out civic/volunteer activities.

Please state your reasons for wanting to serve on the Commission/Board:: I value public service. I've worked with numerous commissions and have always respected their willingness to serve their community. I grew up in Roseville and appreciate the existing park and recreation system and want to see it continue to be an asset to the City's residents.

What is your view of the role of this Commission/ Board?: I believe the role of the Parks and Recreation Commission is to serve as a voice for the community on various parks and recreation issues. This includes reviewing existing facilities/programs, recommending appropriate improvements to the system, and working with Staff on future planning and implementation initiatives.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I grew-up next to Villa Park and spent my youth participating in the City's recreation programs. I recently purchased a home next to Mapleview Park.

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Home Phone:

Form submitted on: 2/6/2012 1:54:18 PM

Work Phone:
Cell Phone:
Preferred Email Address:
I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes
Additional Information:

Full Name: Shannon M. Cunningham Last Name: Cunningham Shannon

Home Address:

Roseville, MN 55113

Mobile:

E-mail:

E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If other, please list name:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Shannon M. Cunningham

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address:

How many years have you lived in Roseville?: 3 + years

Work Experience (especially as it relates to the Commission/Board for which you are applying): 2011 to Present, Minnesota Nurses Association, Public Policy and Government Relations Specialist

- Meet with state, county and local elected officials to discuss issues affecting nurses across the state
- Testify before the legislature, county commissions and city councils on health care facility locations, proposals and other issues affecting nurses
- Educate nurses about issues affecting them at the legislature and local governments

2006 - 2011, Minnesota Senate, Committee Administrator for the Health and Human Services Budget Division

- Research policies affecting Health and Human Services and the city of Minneapolis
- Educate and advise legislators on proposals made to the committee
- Educate and advice the public on decisions made by the legislature

2003-2006, Greater Twin Cities United Way, Donor Services Associate

- Spoke publicly about the needs of United Way initiatives -Developed and maintained relationships with high level executives, fundraising campaign managers and donors
- Led six member team and acted as liaison to internal departments

Education:: 2007 - 2011

University of Minnesota- Duluth

Masters Degree, Advocacy and Political Leadership

Emphasis: Local Politics

1999 - 2003

Bemidji State University

Bachelor of Arts Degree, Political Science

Emphasis: United States Politics

Civic and Volunteer Activities (Past and Present):: Present:

- City of Roseville Civic Engagement Taskforce
- Greater Twin Cities United Way Emerging Leaders Program
- MAPL Alumni Association
- Midwest Animal Rescue Placement Coordinator

Past:

- Bemidji State University Foundation board member
- Bemidji State University Alumni Association board member
- Hostelling International Minnesota board member
- Minnesota State University Student Association board member

Please state your reasons for wanting to serve on the Commission/Board:: As a transplant from northern Minnesota, I have chosen Roseville as my home. I own a home here, shop at our local stores and plan to raise my children in this city. Although I wasn't born here, Roseville has become my home. Because of this, I think it is important to be a part of our city's future. At a time where our population is aging and economy is struggling, I am hoping to help guide the city towards a successful and sustainable future.

What is your view of the role of this Commission/ Board?: I believe that the City of Roseville Planning Commission plays and important part in identifying and addressing issues related to city planning. The Commission's role is to provide businesses, developers and the citizens of Roseville an opportunity to share their concerns and suggestions around city planning proposals. When all sides have had an opportunity to explain their views, it is the job of the Planning Commission to make a final recommendation to the City Council.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: I have extensive experience working with state and local officials, constituents and the general public. In addition, I have studied city planning in both my undergraduate and graduate coursework. I believe my experience and dedication to the city of Roseville will make me an asset to the Roseville Planning Commission.

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

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§12.601. subd. 3(b), either a telephone or electronic mail address (or both) where you can be reached must be
made available to the public. Please indicate at least one phone number or one email address to be available to
the public, and fill in the corresponding information in the below.: Cell Phone Number

Home Phone:	
Work Phone:	

Cell Phone:

Preferred Email Address

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes

Additional Information:

Form submitted on: 2/14/2012 6:21:51 PM

Full Name: Robert Murphy Last Name: Murphy

First Name: Robert

Home Address:

Roseville, MN 55113

E-mail:

E-mail Display As:

The following form was submitted via your website: Commission Application

Please check commission applying for: Planning Commission

If other, please list name:

This application is for:: New Term

If this is a student application, please list your grade:

Name:: Robert Murphy

Address::

City, State, Zip: Roseville, MN 55113

Phone Number::

Email address:

How many years have you lived in Roseville?: 36

Work Experience (especially as it relates to the Commission/Board for which you are applying): Software Engineer - 38 years including serving as a Company representative to national standards organizations - develop, revise, and interpret software standards.

US Army Reserve Officer - 30 years commissioned service.

Education:: BS - Computer Science, Purdue University MS - Computer Science, Purdue University

Civic and Volunteer Activities (Past and Present):: Roseville Fire Dept. - 21 years Ombudsman - Employer Support of Guard and Reserve - present Guardian Ad Litem - MN 2nd Judicial District - present

Please state your reasons for wanting to serve on the Commission/Board:: During my 36 years in Roseville I have seen tremendous development activity in Roseville. As Roseville continues the "redevelopment process" I would like to contribute to that process.

What is your view of the role of this Commission/ Board?: An important role of the Commission is to provide a forum where citizens can express their thoughts and concerns about policies and development applications. At the end of the day the Commission must recommend final action on planning cases to the City Council.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.:

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Home Phone:
Work Phone :
Cell Phone:
Preferred Email Address
I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes
Additional Information:

Form submitted on: 2/28/2012 10:56:36 PM

Full Name: Last Name:

First Name:

Gerald J. Olsen

Olsen

Gerald

Home Address: Roseville, MN 55113 **Business:** Mobile: E-mail: E-mail Display As: The following form was submitted via your website: Commission Application Please check commission applying for: Planning Commission If other, please list name: This application is for:: New Term If this is a student application, please list your grade: Name:: Gerald J. Olsen Address:: City, State, Zip: Roseville, MN 55113 Phone Number: Email address:: How many years have you lived in Roseville?: 1/2 year Work Experience (especially as it relates to the Commission/Board for which you are applying): Current - Vice President for Development, United Theological Seminary Recent Past (2008-11) - Funding Consultant and Co-Founder, St. Paul Parks Conservancy (Bob Bierscheid was city liaison) Other Past (1979-84)- Executive Director, Minnesota State Arts Board Education:: B.A. - Macalester College, 1968 M.A. - St. Cloud State University, 1971 Doctoral Studies - Indiana University, 1972-78

Please state your reasons for wanting to serve on the Commission/Board:: I love the community and want to contribute back in a meaningful and productive fashion.

Civic and Volunteer Activities (Past and Present):: Present Board of Trustees - Oak Hill Montessori School Advisory Board - American Museum of Asmat Art at the University of St. Thomas Past President - Minnesota

Humane Society Board Chair - Arts Midwest (formerly the Affiliated State Arts Agencies of the Upper Midwest) Vice Chair - Governor's Residence Council Founder and Chair - American Museum of Asmat Art

Careful and productive planning has been basic to every endeavor I have successfully pursued. I believe that my background in public service, both professional and volunteer, provides me with insights that could prove valuable to planning a vibrant future for the community.

What is your view of the role of this Commission/ Board?: A planning commission plays a vital role in advising city leaders on matters related to community enhancement and development needs and opportunities. It is a group that needs to to be sensitive to diverse views of citizens while remaining bold and decisive in its decisions and recommendations. Ideally the citizens of the community will feel that their voice is heard and that tough and just decisions are made that consider the complexities of life.

Any further information you would like the City Council to consider or that you feel is relevant to the appointment or reappointment you are seeking.: My wife Carolyn and I, while new residents in the Roseville community, have lived just a few blocks south of the city (in the Como neighborhood) for many years. We have, as a result, enjoyed Roseville's many amenities ranging from fabulous parks and healthy retail to exceptional city services. Our two sons attended Roseville Area High School, and we are no strangers to activities and opportunities throughout the community.

I have the time and would enjoy the honor of serving on the planning commission.

I understand that information provided in this application may be distributed by the City to the public including, but not limited to, being posted on the City of Roseville website. I agree to waive any and all claims under the Minnesota Government Data Practices Act, or any other applicable state and federal law, that in any way related to the dissemination to the public of information contained in this application that would be classified as private under such laws. I understand that I may contact the responsible authority for the City of Roseville if I have any questions regarding the public or private nature of the information provided.: Yes

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made available to the public. Please indicate at least one phone number or one email address to be available to the public, and fill in the corresponding information in the below.: Work Phone Number, Cell Phone Number, Preferred Email Address
Home Phone :
Work Phone:
Cell Phone:
Preferred Email Address
I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. : Yes
Additional Information:

2

Form submitted on: 2/29/2012 1:09:03 PM



www.ci.roseville.mn.us

City of Roseville • 2660 Civic Center Drive • Roseville MN 55113 Phone: 651,792,7001 • Fax: 651,792,7030

Commission Application

Application for Citizen Commission/Board Please check commission applying Planning Commission **Ethics Commission** for* Grass Lake Water Management Police Civil Service Commission Organization Public Works, Environment and Housing and Redevelopment Transportation Commission **Authority** Other Human Rights Commission Parks and Recreation Commission If other, please list name This application is for:* New Term Student Term Reappointment If this is a student application, please list your grade Under state statute, Commissioner's names, addresses and either a phone number or an electronic address where you can be reached are public information. All other personal information is private data and cannot be released to the public unless the Commissioner gives permission for the City to release it. Information relating to a student representative is private data and will not be released. Name:* Address:* City, State, Zip* Phone Number: Email address: How many years have you lived in Roseville? Work Experience (especially as it relates to the Commission/Board for which you are applying) ture. UMn, 1957-2012 Education:

Civic and Volunteer Activities (Past and Present):

None

Please state your reasons for wanting to serve on the Commission/Board:

Apply my understandings, of Urban and Regional Planning to assisting Planning Staff and Lity Council in formulating concentinging bas future vision for Aty in throughout city.

Entering environmental planning throughout city.

Provide Capply) my expertise to the needs of the city.

Pride advisory	mission/Board? Ing Staff and City Council on method formulation and administration of Congressions opinion and site plan veriew process to think to mafter portaining development opinion on mafter portaining development machine Council to consider or that you feel is relevant to the appointment or human and natural capital of aty			
	mental and exotogical planning issues with a social development of the innumenty			
limited to, being posted on the City of F Government Data Practices Act, or any to the public of information contained in	in this application may be distributed by the City to the public including, but not Roseville website. I agree to waive any and all claims under the Minnesota of other applicable state and federal law, that in any way related to the dissemination in this application that would be classified as private under such laws. I understand nority for the City of Roseville if I have any questions regarding the public or private			
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☐ Home Phone Number	Cell Phone Number			
★ Work Phone Number Home Phone	▼ Preferred Email Address			
Work Phone				
Cell Phone	axana			
Preferred Email Address				
confidential. Private data is information that	rmation that you are asked to provide is classified by State law as either private or generally cannot be given to the public, but can be given to the subject of the data. Ily cannot be given to either the public or the subject of the data.			
The City of December is a subjective the information	notice to determine qualifications to come on a Commission/Poord, Valuers and levelle.			

The City of Roseville is collecting the information to determine qualifications to serve on a Commission/Board. You are not legally required to provide this information. However, if you do not supply the information, you may not serve on a Commission/Board.

Other persons or entities authorized by law to receive this information are City Council members, staff, residents of Roseville and interested others.

Any additional information may be emailed to info@ci.roseville.mn.us or delivered to Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113 or faxed to 651-792-7030.

I have read and understand the statements on this form, and I hereby swear or affirm that the statements on this form are true. *

XYes