

AGENDA

CITY OF MINNETONKA

SPECIAL STUDY SESSION

MONDAY, JANUARY 24, 2005

6:00 P.M.

CITY COUNCIL CHAMBERS

1. Boards and Commissions interviews.
2. Adjournment.

The purpose of a study session is for the council to discuss matters informally and in greater detail than is allowed at formal council meetings. All meetings of the council including study sessions will be open to the public. While the privilege of participating in these discussions is generally limited to the council, staff and consultants, the mayor may open a discussion from the floor.

**City Council Special Study Session Item #1
Meeting of January 24, 2005**

Boards and Commissions Interviews

Background

As of January 31st, there will be three openings on the park board and two openings on the planning commission. A list of the candidates to be interviewed January 24th is included below. The applications of the candidates are attached. Current copies of the park board and the planning commission are also included in this packet.

Interview Candidates

Name	Ward	Address	Yrs Residency
Jahn Anderson	3	4001 Skyview Rd.	24
John Cheleen	3	17482 Sanctuary Dr.	14+
Denny Lambert	1	13111 Homestead Ln.	10
Kevin Maas	4	5631 Woodland Road	4

Submitted through:

Karen J. Anderson, Mayor
John Gunyou, City Manager

Originated by:

Karen Telega, Administrative Assistant



Please return application to:
Karen Telega
Administrative Assistant
City of Minnetonka
14600 Minnetonka Boulevard
Minnetonka, MN 55345
952.939.8211 - Phone
952.939.8244 - Fax

BOARDS & COMMISSIONS APPLICATION

*Received 10/28
entered 10/29*

Please indicate by order which of the following you are interested in (1,2,3, etc.):

- Planning Commission
- Economic Development Authority
- Charter Commission
- Police Advisory Committee
- Ad Hoc Task Force
- Park Board
- Community Heritage Commission
- Lake Minnetonka Conservation District
- Senior Citizens Advisory Board

We welcome you as an applicant for one of the City's commissions, boards or ad hoc task forces. Residents of Minnetonka are eligible for nomination to any of the City's advisory boards as established by the City Council. Please complete the following information, and attach extra sheets if necessary.

Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process. For more information, contact Karen Telega (952.939.8211).

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, your name and home address are public information, which must be provided to anyone who requests it. If appointed to a board or commission, the following information will also be public: education and training background, previous work experience, work location, a work telephone number, and any expense reimbursement. The other information requested below is classified as private. This information will be used by the City Council in determining whether you should be appointed to a board or commission. Therefore, all of the information will be provided to the City Council in a public forum and will be reviewed in public. Failure to provide the requested information may result in your not being considered for an appointment. If you have concerns about providing any of the requested information, please contact Kathy Magrew (952.939.8218).

PERSONAL INFORMATION

Name JAHN F. ANDERSON Ward 3^{KT}
 Address 4001 SKYVIEW RD Zip Code 55345
 Phone (H) 952-938-0187 (B) 651-638-5800 (FAX) _____
 E-mail JAHNANDERSON@MSN.COM

How long have you been a resident of Minnetonka? 24 years

Are you or any of your family members presently employed by the City of Minnetonka or serving on any of the City's advisory boards?

Yes No If yes, explain: _____

EXPERIENCE AND EDUCATION

Name of Employer: I-STATE TRUCK CTR.

Occupation: SALES

Education: H.S.

Community Service/Activities: _____

Please list major responsibilities that you have had or currently have in a community project or organization or in your occupation:

Civic/Professional Organization Memberships:

Ruffed Grouse Society / MINNESOTA NURSERY & LANDSCAPERS ASSN.
DOCK'S UNLIMITED /

ADDITIONAL INFORMATION

Please indicate why you are interested in being appointed to an advisory board, and why you feel you are qualified to serve on the advisory board(s) previously indicated.

DESIRE TO SERVE COMMUNITY / I HAVE USED PARKS IN MINN FOR A LONG TIME & REALLY ENJOY THEM. MY DAD WAS TREE FARMER OF THE YEAR FOR MINNESOTA

What do you believe you could contribute if appointed to an advisory board?

HELP TO PROVIDE GUIDANCE & NEW IDEAS TO ACCENTUATE AN ALREADY ADMIRABLE PARKS SYSTEM. I DESIRE TO GIVE BACK TO THE COMMUNITY FOR ALL IT HAS GIVEN TO ME.

How do you believe you would benefit if appointed to a Board or Commission?

Meet new people with same interests, share in a concerted effort with like minded people, to Advance further, the Benefits to the Community that our Parks Bring

I am **NOT** available for Board/Commission meetings on the following evenings (circle):

Monday Tuesday Wednesday Thursday Friday

CONFLICT OF INTEREST

Conflict of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business, however organized, which in the course of your participation in a City advisory board, could give rise to a conflict of interest?

Yes No If yes, please provide details on a separate sheet of paper.

Do you own any real property located in Minnetonka, other than your residence, in which you have a legal or equitable interest which, in the course of your participation in a City advisory board, could give rise to a conflict of interest?

Yes No If yes, please provide details on a separate sheet of paper.

As a Board or Commission members, what issue(s) might cause conflict between civic responsibility and personal/professional interests?

NONE

You may attach a resume if you desire. The selection process will vary according to the number of applicants and vacancies, and may not include interviews with all candidates.

Thank you for your interest in serving on an advisory board for the City of Minnetonka.

Date: 10-29-03

Julia Andre
Signature

Reasons for aspiring to a position on the Minnetonka Park Board.

As a resident of Minnetonka for 30 years, my family and I have used the parks system a ton. I can easily claim that we have hiked a cumulative total of over 10,000 miles on the paths and have really enjoyed them. We play tennis, skate, play softball and generally have "brought up the kids" at the parks. We also canoe Minnehaha creek enjoying some pretty wild rides in the spring.

I owned a landscape company in the past and I am an avid gardener. I believe I would be able to bring some skills, innovation, and ideas to the table with regards to accentuating our existing parks. I am hoping for a way to return something to the system for what we have received from it.

Jahn Anderson

BOARDS & COMMISSIONS APPLICATION

Please indicate by order which of the following you are interested in (1,2,3, etc.):

- | | |
|---|--|
| <input type="checkbox"/> Planning Commission | <input checked="" type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Community Heritage Commission |
| <input type="checkbox"/> Charter Commission | <input type="checkbox"/> Lake Minnetonka Conservation District |
| <input type="checkbox"/> Police Advisory Committee | <input type="checkbox"/> Senior Citizens Advisory Board |
| <input type="checkbox"/> Ad Hoc Task Force | |

*received 1/5/05
entered 1/7/05*

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PERSONAL INFORMATION

Name John Cheleen Ward 3^{1st}
Address 17482 Sanctuary Dr. Zip Code 55391
Phone (H) 952-544-1871(B) (FAX) _____
E-mail _____

How long have you been a resident of Minnetonka? currently 14 years
previously 15 years

Are you or any of your family members presently employed by the City of Minnetonka or serving on any of the City's advisory boards?

Yes No If yes, explain: _____

EXPERIENCE AND EDUCATION

Name of Employer: Hopkins Schools, District 270 - 34 years, retired

Occupation: Elementary teacher, grades 4-6

Education: B.S. - 1967, M.A. - 1971, 60 additional credits
Presently employed .5 time at University of MN Landscape Arboretum,

Community Service/Activities: coaching - football, basketball,
Track - 30 years - both school and recreation dept.

Please list major responsibilities that you have had or currently have in a community project or organization or in your occupation:

Co-leader of home owners' association - approx. 1974-1977,
Member Transportation Committee - City of Mtnka. - approx.
1975-1977.

Civic/Professional Organization Memberships:

National Education Assoc. and local Hopkins Assoc.

ADDITIONAL INFORMATION

Please indicate why you are interested in being appointed to an advisory board, and why you feel you are qualified to serve on the advisory board(s) previously indicated.

I have been active in sports and outdoor activities
all my life - running, hiking, camping and coaching
as indicated above. I worked for the St. Louis Park Parks
over →

What do you believe you could contribute if appointed to an advisory board?

My age and experience have helped me become
a good, active listener. I am patient and willing
to seek out enough information to help make informed
decisions. I am interested in using park and recreation
resources in as wide a range of activities and programs
as possible.

Department for seven years. I believe my experience with a wide range of people, activities, and programs in a school setting will help me be open to creative ideas and new directions for Minnetonka Parks and Recreation. While I am no longer actively teaching, I am well aware of how the school and park programs have been effectively coordinated. Future development of facilities, program, and park land to foster personal and community well-being should prove to be both challenging and rewarding. The parks development and refurbishing that has taken place the last few years has been wonderful.

How do you believe you would benefit if appointed to a Board or Commission?

Learning new things, meeting new people,
and developing ideas are always rewarding.

I am **NOT available** for Board/Commission meetings on the following evenings (circle):

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Yes ___ No If yes, please provide details on a separate sheet of paper.

Do you own any real property located in Minnetonka, other than your residence, in which you have a legal or equitable interest which, in the course of your participation in a City advisory board, could give rise to a conflict of interest?

Yes ___ No If yes, please provide details on a separate sheet of paper.

As a Board or Commission members, what issue(s) might cause conflict between civic responsibility and personal/professional interests?

none

You may attach a resume if you desire. The selection process will vary according to the number of applicants and vacancies, and may not include interviews with all candidates.

Thank you for your interest in serving on an advisory board for the City of Minnetonka.

Date: 1-3-05

John Choleen
Signature



Please return application to:
Karen Telega
Administrative Assistant
City of Minnetonka
14600 Minnetonka Boulevard
Minnetonka, MN 55345
952.939.8211 - Phone
952.939.8244 - Fax

BOARDS & COMMISSIONS APPLICATION

*received 11/5/04
entered 11/5/04*

Please indicate by order which of the following you are interested in (1,2,3, etc.):

- Planning Commission
- Economic Development Authority
- Charter Commission
- Police Advisory Committee
- Ad Hoc Task Force
- Park Board ONLY
- Community Heritage Commission
- Lake Minnetonka Conservation District
- Senior Citizens Advisory Board

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PERSONAL INFORMATION

Name DENNY L. LAMBERT Ward 1^{KT}

Address 13111 HOMESTEAD LANE Zip Code 55305

Phone (H) 952-938-7101 (B) 612-376-9217 (FAX) 612-395-7217

E-mail denny.lambert@rsmi.com

How long have you been a resident of Minnetonka? 10 YEARS

Are you or any of your family members presently employed by the City of Minnetonka or serving on any of the City's advisory boards?

Yes ___ No X If yes, explain: _____

EXPERIENCE AND EDUCATION

Name of Employer: RSM MCGLADREY INC. - C.P.A.'s

Occupation: REGIONAL DIRECTOR - BUSINESS DEVELOPMENT

Education: B.S. MINNAPOLIS STATE 1974 - BUSINESS ADMIN.

Community Service/Activities: COACHED GLEN LAKE BASEBALL - COACHED HOP/META REC. BASKETBALL.
COACHED HOP/META GIRLS SOFTBALL - COACHED BIG WILLOW BASEBALL -
COACHED HOPKINS TRAVELLING BASKETBALL. BOOSTER OF H.M.S. SPORTS ORGANIZATIONS INCLUDING SOCCER - TRACK - VOLLEYBALL AND BASKETBALL.

Please list major responsibilities that you have had or currently have in a community project or organization or in your occupation:

LEAD & SERVED ON VARIOUS CHAMBER COMMITTEES - C.F.O. HOPKINS/META BASEBALL
SERVED 5 YEARS ON MINNETONKA POLICE CIVIL SERVICE COMMISSION - D.M.E. INSTRUCTOR FOR GUN SAFETY CLASSES FOR YOUTH.

Civic/Professional Organization Memberships:

TWINWEST CHAMBER

ADDITIONAL INFORMATION

Please indicate why you are interested in being appointed to an advisory board, and why you feel you are qualified to serve on the advisory board(s) previously indicated.

I HAVE SERVED BEFORE AND UNDERSTAND THE TIME, COMMITMENT, AND PASSION THAT IS REQUIRED.

What do you believe you could contribute if appointed to an advisory board?

I WILL BRING A STRONG UNDERSTANDING OF FISCAL MATTERS
ALONG WITH NEED TO SERVE THE NEEDS OF OUR COMMUNITY
WITH A BALANCED INVESTMENT IN OUR PARKS AND OTHER RECREATIONAL ASSETS.

How do you believe you would benefit if appointed to a Board or Commission?

I HAVE ALWAYS GOT THAT WONDERFUL FEELING THAT COMES FROM BEING INVOLVED IN VOLUNTEERING. ITS BEEN 3 YEARS SINCE MY LAST PROJECT AND I WANT TO BE INVOLVED AGAIN.

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Yes ___ No X If yes, please provide details on a separate sheet of paper.

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Yes ___ No X If yes, please provide details on a separate sheet of paper.

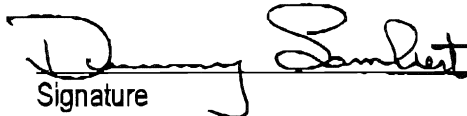
As a Board or Commission members, what issue(s) might cause conflict between civic responsibility and personal/professional interests?

NONE

You may attach a resume if you desire. The selection process will vary according to the number of applicants and vacancies, and may not include interviews with all candidates.

Thank you for your interest in serving on an advisory board for the City of Minnetonka.

Date: NOV. 5, 2004


Signature



received
1/1/05
entered
1/1/05

Please return application to:
Karen Telega
Administrative Assistant
City of Minnetonka
14600 Minnetonka Boulevard
Minnetonka, MN 55345
952.939.8211 - Phone
952.939.8244 - Fax

BOARDS & COMMISSIONS APPLICATION

Please indicate by order which of the following you are interested in (1,2,3, etc.):

- | | |
|--|--|
| <input checked="" type="checkbox"/> 2 Planning Commission | <input checked="" type="checkbox"/> 3 Park Board |
| <input checked="" type="checkbox"/> 1 Economic Development Authority | <input type="checkbox"/> Community Heritage Commission |
| <input type="checkbox"/> Charter Commission | <input type="checkbox"/> Lake Minnetonka Conservation District |
| <input type="checkbox"/> Police Advisory Committee | <input type="checkbox"/> Senior Citizens Advisory Board |
| <input type="checkbox"/> Ad Hoc Task Force | |

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PERSONAL INFORMATION

Name Kevin G. Maas Ward 4
Address 5631 Woodland Road Zip Code 55345
Phone (H) 952-949-1355 (B) 651-379-9035 (FAX) 651-379-9091
E-mail maashunt@msn.com, kmaas@amcoconstruction.com

How long have you been a resident of Minnetonka? 16 yrs

Are you or any of your family members presently employed by the City of Minnetonka or serving on any of the City's advisory boards?

Yes ___ No If yes, explain: _____

EXPERIENCE AND EDUCATION

Name of Employer: Amcon Construction Co, LLC

Occupation: Sales, Business Development

Education: BS Public Administration

Community Service/Activities: TCM Board of Directors
EDAM FOUNDATION, Local Chamber

Please list major responsibilities that you have had or currently have in a community project or organization or in your occupation:

Past President - Economic Development Assoc. of MN
Board Member - Twin Cities Metro CDC

Civic/Professional Organization Memberships:

NAIOP, EDAM, MNLSCA, CCIM
Local Chamber of Commerce

ADDITIONAL INFORMATION

Please indicate why you are interested in being appointed to an advisory board, and why you feel you are qualified to serve on the advisory board(s) previously indicated.

Help provide economic development priorities,
vision and project review.

What do you believe you could contribute if appointed to an advisory board?

Fair judgement, level playing field,
historic sense, sense of community,
economic review.

How do you believe you would benefit if appointed to a Board or Commission?

As a volunteer, benefit from contributions to
the community

I am **NOT available** for Board/Commission meetings on the following evenings (circle):

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Yes ___ No If yes, please provide details on a separate sheet of paper.

As a Board or Commission members, what issue(s) might cause conflict between civic responsibility and personal/professional interests?

None

You may attach a resume if you desire. The selection process will vary according to the number of applicants and vacancies, and may not include interviews with all candidates.

Thank you for your interest in serving on an advisory board for the City of Minnetonka.

Date: 1/4/05

[Signature]
Signature

EDUCATION

Mankato State University, Mankato, MN 1984
Bachelor of Science in Public Administration
Business Minor

PROFESSIONAL EXPERIENCE

Amcon Construction Company, Eagan, MN
Director of Business Development, May 2000 - Present
Leads third party construction sales and uses experience in predevelopment for delivering commercial real estate projects for partners and joint ventures.
Responsible for governmental project approvals.

Duke Construction/Duke Realty, Minneapolis, MN
Development Services Manager, 1998-2000
Managed all aspects of predevelopment services and land portfolio.
Responsible for all governmental project approvals.

Cooperative Power Association, Eden Prairie, MN
Corporate Real Estate Advisor, 1994-1998
Managed and implemented corporate real estate plans including large capital infrastructure projects.

City of Chaska, MN
Executive Director Chaska EDA, 1987-1994
Economic Development Coordinator, Business link to city, coordinated several departments with team atmosphere. Managed \$30 million Flood Control Project as well as all industrial development.

City of Hopkins, MN
Community Development Analyst, 1984-1987

MAJOR PROJECT EXPERIENCE:

Chaska Community Center
\$12 Million; Financing & Programming

Carver County License Center
\$1.6 Million, Development

1600 Tower, St. Louis Park, MN
\$20 Million; Office and Parking Ramp

Cooperative Power Master Plan
Sale of 25 Acre Campus

Apollo Business Park, Eagan, MN
\$10 Million, Office/Industrial/Distribution

Eagan Pointe Business Park, Eagan, MN
Acquisition and Subdivision

Norman Pointe, Bloomington, MN
\$16 Million, Office and Parking Ramp

Apple Valley - Johnny Cake Substation
TIF - Acquisition & Development

Alexandria – Henning 115 kv Project
30 mile, 115kv Transmission Project

Burnsville Substation Property
Disposition & Retail Development

Lifecore Biomedical, Chaska, MN
30,000 sq.ft. Office/Manufacturing

White Motor Redevelopment TIF
Hopkins, MN - Pre-87 TIF District

Boyer Trucks, Lauderdale, MN
\$3.5 million Heavy Truck Center

Shingle Creek Tower Renovation
13-Story - 121 Unit Senior Housing

PROFESSIONAL AFFILIATIONS/LICENSES

MN Real Estate License
Board Member: Twin Cities Metro Certified Development Company
Past President: Economic Development Association of Minnesota
Past President: Chaska Chamber of Commerce
Member: National Association of Industrial and Office Parks, MN Chamber of Commerce

Planning Commission

Current Members

The planning commission assists and advises the city council in administration of the City Zoning Ordinance; conducts public hearings on matters as required by provisions of the zoning ordinance, subdivision ordinance, and any other matters referred by the council or by ordinance. Following the required public hearings, the planning commission makes its reports and recommendations to the city council and city manager. This commission is comprised of seven members who serve two-year terms. The meetings are held at 6:30 p.m. on the first and third Thursday of each month.

Name: Dick Allendorf **Ward:** 1 **Appointed:** 01/26/2004 **Term Expires:** 01/31/2006
Address: 4624 Mounthall Terrace **Comments:** **Reappointed:**
 Minnetonka MN 55345 **Reappointed:**
Reappointed:

Name: Terri Bonoff **Ward:** 2 **Appointed:** 12/15/2003 **Term Expires:** 01/31/2006
Address: 3325 E. Eldorado Trail **Comments:** **Reappointed:**
 Minnetonka MN 55305 **Reappointed:**
Reappointed:

Name: Doug Britain **Ward:** 3 **Appointed:** 02/01/2003 **Term Expires:** 01/31/2007
Address: 1527 Clarendon Drive **Comments:** **Reappointed:** 01/03/2005
 Minnetonka MN 55391 **Reappointed:**
Reappointed:

* **Name:** Craig Gallop **Ward:** 3 **Appointed:** 03/06/2000 **Term Expires:** 01/31/2005
Address: 15331 Woodside Lane **Comments:** **Reappointed:** 02/01/2003 **Does not want to**
 Minnetonka MN 55345 **Reappointed:** **be reappointed.**
Reappointed:

Name: Sandal Hart **Ward:** 1 **Appointed:** 10/01/2002 **Term Expires:** 01/31/2006
Address: 5450 Sanibel Drive **Comments:** **Reappointed:** 01/26/2004
 Minnetonka MN 55343 **Reappointed:**
Reappointed:

* **Name:** Cathy Maes **Ward:** 3 **Appointed:** 02/01/2003 **Term Expires:** 01/31/2005
Address: 4019 Thurshwood Lane **Comments:** **Reappointed:** **Does not want**
 Minnetonka MN 55345 **Reappointed:** **to be reappointed.**
Reappointed:

Name: Michele Periolat **Ward:** 2 **Appointed:** 02/09/2004 **Term Expires:** 01/31/2006
Address: 976 Fairfield Court **Comments:** **Reappointed:**
 Minnetonka MN 55305 **Reappointed:**
Reappointed:

Other Commission Members:

Geoff Olson - City of Minnetonka Staff Liaison Ph# 939-8296

Park Board

Current Members

This board is comprised of seven members. This board consults with the city council and staff in matters relating to parkland, park facilities, programs, and finances. The board's functions include long and short range planning related to capital improvement projects, acquisition, development and use of parklands, park facilities, recreational and leisure time facilities, and recreational programs. Park board members also represent the city on a joint recreation board, directing primary attention to recreation programs and activities developed and offered through the joint board; and making recommendations to the city council through the joint board concerning policies on recreational programs and activities. This board meets the first Wednesday of each month at 7:00 p.m. Members serve two-year terms.

*	Name: Open Position	Ward:	Appointed:	Term Expires: 01/31/2006
	Address: To replace Andrea Fiteman	Comments:	Reappointed:	Open position
			Reappointed:	
			Reappointed:	
*	Name: James Calkins	Ward: 2	Appointed: 03/31/1997	Term Expires: 01/31/2005
	Address: 3097 Birch Place Minnetonka MN 55305	Comments:	Reappointed: 01/25/1999	Term limits
			Reappointed: 01/22/2001	
			Reappointed: 02/01/2003	
	Name: Bruce Gefvert	Ward: 1	Appointed: 06/23/2003	Term Expires: 01/31/2006
	Address: 11610 Vista Drive Minnetonka MN 55343	Comments:	Reappointed: 01/26/2004	
			Reappointed:	
	Name: Tim Goodyear	Ward: 4	Appointed: 02/09/2004	Term Expires: 01/31/2006
	Address: 17022 Clear Spring Terrace Minnetonka MN 55345	Comments:	Reappointed:	
			Reappointed:	
	Name: Paul Lehman	Ward: 4	Appointed: 02/22/1999	Term Expires: 01/31/2007
	Address: 15805 Nursery Drive Minnetonka MN 55345	Comments: Chair	Reappointed: 01/22/2001	
			Reappointed: 02/01/2003	
			Reappointed: 01/03/2005	
	Name: Freinde Mills	Ward: 4	Appointed: 04/14/2003	Term Expires: 01/31/2007
	Address: 5005 Woodland Road Minnetonka MN 55345	Comments:	Reappointed: 01/03/2005	
			Reappointed:	
	Name: Sue Woodrich	Ward: 2	Appointed: 06/10/2002	Term Expires: 01/31/2005
*	Address: 2308 Archers Lane Minnetonka MN 55305	Comments:	Reappointed: 02/01/2003	Does not want to be reappointed.
			Reappointed:	
			Reappointed:	

Staff Liaisons:

Geralyn Barone, Assistant City Manager Ph# 952-8216

Dave Johnson, Recreation Services Director, Ph# 952-8360

Mark Simenson, City Forester, Ph# 988-8415

Craig Sinclair, Parks Supervisor, Ph# 988-8412