



AGENDA ITEM #10.4

REPORT TO CITY COUNCIL

Report Prepared by: Jenny Peterson

Date: June 5, 2023

Subject: Board and Commission Appointments

Report: The following applications have been received for consideration of appointment or reappointment to various Boards and Commissions.

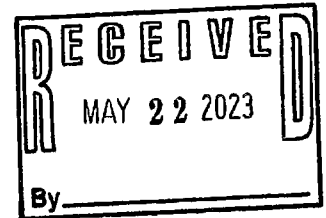
Park

- Keith Simar – new applicant (1st Partial Term 06/05/2023 – 12/31/2023)

Planning

- Andrew Ellering – (2nd Partial Term 06/05/2023 – 12/31/2024)

Council Action Requested: Council motion to appoint applicants to Boards and Commissions.



**APPLICATION FOR APPOINTMENT TO
BOARD/COMMISSION**

APPLICANT INFORMATION

Name: Keith Simar

City of Residence: Pequot Lakes

Occupation: Retired Forester Employer: _____

Address: _____

Phone: _____ E-Mail: _____

Thank you for your interest in serving your community! Please indicate in order of preference which of the following boards and commissions you are interested in serving with 1 indicating your first choice, 2 your second choice, and 3 your third choice.

_____ **Economic Development Commission**

- The Economic Development Commission consists of seven members who are residents or business owners of the City. Terms are for three years. The Economic Development Commission meets on the third Tuesday of each month at 8:00 a.m. at City Hall. The objective of the EDC is to encourage economic growth in the City of Pequot Lakes.

_____ **Housing and Redevelopment Authority**

- The Housing and Redevelopment Authority consists of five members who are residents of the area of operation of the Authority. Terms are for five years. The Authority meets on the third Tuesday of each month at 3:00 p.m. The objective of the HRA is to provide quality, affordable housing through partnerships with our community; to establish and maintain a safe, secure environment for housing residents; to assist in providing services for residents; and to manage assets of the Authority in a fiscally prudent manner.

Library Board

- The Library Board consists of seven members who are residents of Crow Wing County or the City (with a majority of the members being residents of the City). Terms are for three years. The Library Board meets quarterly on the second Tuesday of March, June, September and December at 6:30 p.m. at the Pequot Lakes Community Library. The objective of the Library Board is to provide the community with an outstanding library.

x ~~X~~

Park Commission

- The Park Commission consists of seven members who are residents or landowners of the City. Terms are for three years. The Park Commission meets on the second Thursday of each month at 5:00 p.m. at City Hall. The objective of the Park Commission is to ensure the ongoing excellence of City parks.

Planning Commission

- The Planning Commission consists of seven members who are residents or landowners of the City. Terms are for three years. The Planning Commission meets on the third Thursday of each month at 6:00 p.m. at City Hall. The objective of the Planning Commission is to review and provide recommendations to the City Council on preliminary and final plats. The Planning Commission also reviews and acts on the following applications: metes and bounds property divisions, conditional use permits, and variances.

Statement of Interest: Please state briefly why you are interested in serving on this board/commission for which you are submitting this application.

My employment with MNDNR included trail planning, timber management and reforestation.

I could use my expertise when working with city officials to manage city parks.

Education/Professional Experience: Describe your educational and professional experience or skills that qualify you to serve on this board/commission.

B.S in forest management from University of Minnesota 1970.

Relevant Personal/Professional Experience: Please describe your professional, civic, or community participation which may be relevant in serving on this board/commission.

1984-1990 Served on Pequot Lakes Public School Board

1971-2010 Various positions with MNDNR -Division of Forestry

Attendance: Are you aware of the importance of regular meeting attendance including the time commitment involved in preparing for meetings and do you feel you have the time available to be an active participant? Yes No

Comments: _____

Conflict of Interest is defined as the participation in any activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether it is direct or indirect. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? Yes No

If yes, provide details on a separate piece of paper.

Keith Linnar 5/22/23
Applicant Signature Date

Questions may be directed to the City Administration Office at 218-568-5222.

Return Completed Application to: City of Pequot Lakes
City Administrator
4638 Main Street
Pequot Lakes, MN 56472
E-mail: cityhall@pequotlakes-mn.gov
Website: www.pequotlakes-mn.gov

This application will be kept on file for one year; after that time, a new application must be filed

OFFICE USE ONLY

The Applicant is: New Applicant Applying for Reappointment

Council Action: Not Appointed

Appointed to: _____
Date Appointed: _____
Term Expires: _____

CONSENT TO RELEASE PRIVATE DATA

Below is an extract of the Minnesota Statutes that explains what data furnished by you is considered public if you are an appointed to an advisory commission or are an elected or appointed official.

13.601 ELECTED AND APPOINTED OFFICIALS.

Subdivision 3. Applicants for appointment.

- (a) Data about applicants for appointment to a public body collected by a government entity as a result of the applicant's application for appointment to the public body are private data on individuals except that the following are public:
 - (1) name;
 - (2) city of residence, except when the appointment has a residency requirement that requires the entire address to be public;
 - (3) education and training;
 - (4) employment history;
 - (5) volunteer work;
 - (6) awards and honors;
 - (7) prior government service;
 - (8) any data required to be provided or that is voluntarily provided in an application for appointment to a multimember agency pursuant to section 15.0597; and
 - (9) veterans status

- (b) Once an individual is appointed to a public body, the following additional items of data are public:
 - (1) residential address;
 - (2) either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee;
 - (3) first and last dates of service on the public body;
 - (4) the existence and status of any complaints or charges against an appointee; and
 - (5) upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.

- (c) Notwithstanding paragraph (b), any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.



DATA RELEASE FORM

In accordance with the Minnesota Government Data Practices Act, the City of Pequot Lakes is required to receive your consent before releasing any information about you that is classified as private data. Private data is information that is not available to the public.

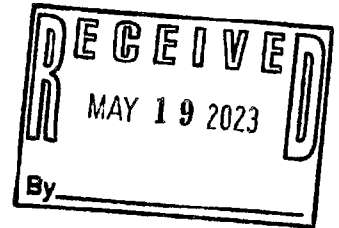
If appointed to an Advisory Commission or elected as a City Official, I authorize the City of Pequot Lakes to disclose the following information. You must choose at least one phone number or e-mail address to be made public.

<input checked="" type="checkbox"/>	Board and Commission	<u>Park</u>
<input type="checkbox"/>	Name	<u>Keith Simar</u>
<input type="checkbox"/>	Home Telephone Number	_____
<input type="checkbox"/>	Home Address	<u>28718 Co Rd 107</u>
<input type="checkbox"/>	E-mail Address	_____
<input type="checkbox"/>	Work Telephone Number	_____
<input type="checkbox"/>	Cell Phone Number	<u>218-251-2506</u>
<input type="checkbox"/>	Other	_____

Pequot
LKS

Signature: Keith Simar Date: 5/22/23

This release will be in effect as long as you serve on the Board, Commission, Council, or Task Force and can be changed upon your request at any time.



APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

APPLICANT INFORMATION

Name: Andrew T. Ellerling

City of Residence: Pequot Lakes

Occupation: General Manager Employer: Sibley Mfg

Address: [REDACTED]

Phone: [REDACTED] E-Mail: [REDACTED]

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~~X~~

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Statement of Interest: Please state briefly why you are interested in serving on this board/commission for which you are submitting this application.

I spent a short term on the planning commission and feel that I was helpful and fair. I would like to return and continue to help

Education/Professional Experience: Describe your educational and professional experience or skills that qualify you to serve on this board/commission.

Former Member of planning commission

Relevant Personal/Professional Experience: Please describe your professional, civic, or community participation which may be relevant in serving on this board/commission.


see above

Attendance: Are you aware of the importance of regular meeting attendance including the time commitment involved in preparing for meetings and do you feel you have the time available to be an active participant? Yes No

Comments: _____

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If yes, provide details on a separate piece of paper.

 _____ 5-19-23
Applicant Signature Date

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This application will be kept on file for one year and after that time, it may be recycled or destroyed.

OFFICE USE ONLY	
The Applicant is:	<input type="checkbox"/> New Applicant <input type="checkbox"/> Applying for Reappointment
Council Action:	<input type="checkbox"/> Not Appointed
	Appointed to: _____
	Date Appointed: _____
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If appointed to an Advisory Commission or elected as a City Official, I authorize the City of Pequot Lakes to disclose the following information. You must choose at least one phone number or e-mail address to be made public.

- Board and Commission _____
- Name Andrew T. Ellerling
- Home Telephone Number _____
- Home Address _____
- E-mail Address _____
- Work Telephone Number _____
- Cell Phone Number 320-291-9605
- Other _____

Signature: _____

Date: 5-19-23

This release will be in effect as long as you serve on the Board, Commission, Council, or Task Force and can be changed upon your request at any time.