



Special City Council Meeting

March 04, 2025

6:00 PM

Fridley City Hall, 7071 University Avenue N.E.

Agenda

NATURE OF MEETING

CALL TO ORDER

NEW BUSINESS

- [1.](#) City Council Ward 1 Appointment

ADJOURN

Accessibility Notice:

- If you need free interpretation or translation assistance, please contact City staff.
- Si necesita ayuda de interpretación o traducción gratis, comuníquese con el personal de la ciudad.
- Yog tias koj xav tau kev pab txhais lus los sis txhais ntaub ntawv dawb, ces thov tiv tauj rau Lub Nroog cov neeg ua hauj lwm.
- Haddii aad u baahan tahay tarjumaad bilaash ah ama kaalmo tarjumaad, fadlan la xiriir shaqaalaha Magaalada.

Upon request, accommodation will be provided to allow individuals with disabilities to participate in any City of Fridley services, programs or activities. Hearing impaired persons who need an interpreter or other persons who require auxiliary aids should contact CityClerk@FridleyMN.gov or (763) 572-3450.



AGENDA REPORT

Meeting Date: March 4, 2025

Meeting Type: City Council Special Meeting

Submitted By: Beth Kondrick, Deputy City Clerk
Melissa Moore, Assistant City Manager

Title

City Council Ward 1 Appointment

Background

On February 10, 2025, the City Council (Council) accepted the resignation of City Councilmember Tom Tillberry (Ward 1) and declared a vacancy. Pursuant to the City Charter, once a vacancy is declared, the Council has 30 days to appoint, by majority vote, a qualified person to assume the office with a term to expire after next General Election in 2026.

In response to this vacancy, the City advertised an opening on the Council in Ward 1. The City received seven applications (attached). Some of the applicant data is considered private data on individuals and has been redacted pursuant to Minnesota Statute § 13.601 subd. 3. Each qualified person was invited to attend this evening's meeting to be interviewed by the Council.

Each candidate will discuss their qualifications with the Council on the below schedule, which is based on the date/time of application.

Time	Qualified Person
6 p.m.	Steven Billings
6:15	Luke Cardona
6:30	Cheryl Adams
6:45	Emma Carter
7 p.m.	Jodi Rehlander
7:15	Katherine Grimm
7:30	Alicia Pickens-Opoku

Recommendation

Staff recommend the Council interview the qualified persons.

Staff recommend a motion and majority vote to appoint to the Councilmember of Ward 1 position.

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Attachments and Other Resources

- Resolution No. 2025-22
 - Steven Billings Application, Letter of Interest and Statement of Qualifications
 - Luke Cardona Application, Letter of Interest and Statement of Qualifications
 - Cheryl Adams Application, Letter of Interest and Statement of Qualifications
 - Emma Carter Application, Letter of Interest and Statement of Qualifications
 - Jodi Rehlander Application, Letter of Interest and Statement of Qualifications
 - Katherine Grimm Application, Letter of Interest and Statement of Qualifications
 - Alicia Pickens-Opoku Application, Letter of Interest and Statement of Qualifications
-

Vision Statement

We believe Fridley will be a safe, vibrant, friendly and stable home for families and businesses.

Resolution No. 2025-22**Approving Appointment to the Fridley City Council Ward 1**

Whereas, on February 10 the Fridley City Council (Council) accepted the resignation of Councilmember Tom Tillberry, Ward 1; and

Whereas, on February 10, pursuant to the Fridley City Charter (Charter) § 2.07 the Council declared a vacancy on the Council; and

Whereas, on February 11 the City issued a public notice declaring the vacancy, calling for applications from qualified persons and calling for a Special Meeting on March 4 to interview qualified persons; and

Whereas, on March 4 the Council conducted a Special Meeting and met with qualified persons who applied to the City; and

Whereas, Luke Cardona applied as a qualified person for appointment to the Council, Ward 1.

Now, therefore be it resolved, that the City Council of the City of Fridley hereby appoints [insert name] to the Fridley City Council, Ward 1.

Passed and adopted by the City Council of the City of Fridley this 4th day of March, 2025.

Dave Ostwald – Mayor

Attest:

Melissa Moore – City Clerk

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - STEVEN BILLINGS
Date: Wednesday, February 12, 2025 12:31:10 PM



City Council Interest Form

Name STEVEN BILLINGS

Email

[REDACTED]

Address

5215 LINCOLN STREET NE, FRIDLEY, MN, 55421

Phone Number

[REDACTED]

Number of Years/Months as a Resident of Fridley 43 years and 3 months

Are you a resident of Ward 1? Candidates must be a Ward 1 resident to apply.

Yes

Prior experience on City Council, commissions or other volunteer boards:

Member Human Rights Commission
Chair Planning Commission
Councilmember Ward One
Member Fridley HRA

Prior related work experience:

Worked for City of Saint Paul
Worked for State of Minnesota
Owned two Restaurant/Liquor establishments

Civic, professional and community activities:

Former City of Fridley Ward One Councilmember, Former Chair Fridley Planning Commission, Former Member Fridley HRA, Board Member Northstar Corridor, Former member Anoka County HRA, Former delegate AMM, now Metro Cities, Member Regional Transportation,

Why do you want to be on the Fridley City Council?

I want to re involve myself in the current and future direction of the City of Fridley.

What strengths, skills and abilities do you believe you will add to the City Council?

I have a proven track record as Councilmember Ward One. I am very analytical. I research all aspects of my job duties. I am very observant and well aware of my surroundings.

I have a vision of what current actions will have on the future.

Do you have other commitments that may

No

impact your ability to attend Council meetings (e.g., travel for work, etc.)?

Additional comments

I feel that I can again be a asset to both the City Council and to the City at large.

File Upload - Candidate Letter of Interest (Required)

[letter of interest Ward One.doc](#)

File Upload - Statement of Qualifications (Required)

[CITY OF FRIDLEY LETTER OF QUALIFICATIONS.doc](#)

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

STEVEN E BILLINGS
5215 LINCOLN STREET NE
FRIDLEY, MN 55421-1868

February 12, 2025

Mayor David Ostwald and
City Council Members
City of Fridley Minnesota
7071 University Avenue NE
Fridley, MN 55432

Dear Mayor and Council Members

Per the application process for the current vacancy in the Ward One Council seat, please consider this my letter of interest.

I believe that in the past, I have shown that I can perform the duties of this position.

I resigned from the position in the past because of other commitments. Those commitments have now been satisfied, and I am again interested in the position of Ward One Councilmember.

I am looking forward to again helping guide the present and future of the City of Fridley.

Regards,

Steven E. Billings

STEVEN BILLINGS
5215 LINCOLN STREET NE
FRIDLEY, MN 55421-1868


February 12, 2025

Mayor David Ostwald and
City Council Members
City of Fridley Minnesota
7071 University Avenue NE
Fridley, MN 55432

Dear Mayor and Council Members

Per the application process for the current vacancy in the Ward One Council seat, please consider this my statement of qualifications.

I am a former business owner. I currently do taxes and bookkeeping work.

I have in the past served on Fridley City Commissions and as Ward One Council member.

This letter is submitted with the application. The application lists many of my qualifications.

Former City Councilmember
Former member Fridley HRA
Former Board member Northstar Corridor Rail Authority
Former member Regional Transit Board
Former delegate to AMM, now Metro Cities
Former Chair Fridley Planning Commission

Please see the application for a fuller listing of my qualifications.

Regards,

Steven E. Billings

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Luke Cardona
Date: Friday, February 14, 2025 11:56:37 AM



City Council Interest Form

Name Luke Cardona

Email

[REDACTED]

Address

461 67th Ave NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months
as a Resident of Fridley 3 yrs, 10 mo.

Are you a resident of Ward
1? Candidates must be a
Ward 1 resident to apply.

Yes

Prior experience on City
Council, commissions or
other volunteer boards:

I have actively served on volunteer boards and commissions that support my local communities, college students, and local arts. My leadership experience includes roles as President, Vice President, Director of Marketing, VP of Communications, Board Member, and more.

- Fridley Parks & Recreation Commission (2023–Present)
- Folk Will Save Us Board of Directors (2024–Present)
- Sigma Phi Epsilon Alumni & Volunteer Corporation (2015–Present)
- Twin Cities Gateway Board of Directors (2019–2022)
- Young Professionals of Minneapolis Board of Directors (2016–2019)

Prior related work
experience:

I have several years of professional experience in public service, including work at the state, municipal, and nonprofit levels. My time as a staff member for the City of Fridley played a key role in shaping my career in public-facing work.

Public sector and service roles:

- State of Minnesota, Office of Higher Education (2025–Present)
- Minnesota Chiefs of Police Association (2023–Present)
- City of Arden Hills (2023–2025)
- City of Fridley (2018–2021)

Civic, professional and

I am a strong advocate for music and the arts, with a focus on

community activities:

cultural preservation and community engagement. As a lifelong musician, I have performed and promoted Mexican Conjunto music, bringing this unique style to Fridley and neighboring communities like Vadnais Heights, Golden Valley, Richfield, New Hope, and more. In 2024, with support from the State Arts Board, I launched a new program to educate and celebrate Mexican Conjunto music in Minnesota.

For nearly 15 years, I have volunteered with my national fraternity, mentoring college students and supporting leadership development initiatives. Much of my work has been focused locally, engaging with students at the University of Minnesota and South Dakota State University, my alma mater. I have provided career coaching, facilitated leadership development conferences, and mentored undergraduate members, helping them develop skills for their academic and professional careers.

I have also contributed my creative services to the Fridley Creative Arts Foundation, volunteering to design a new website to help support and expand public art initiatives in our community.

Why do you want to be on the Fridley City Council?

My commitment to Fridley began during my time on staff and has only grown since. Over the past seven years, I've had the opportunity to contribute to meaningful projects, from helping bring a Timberwolves basketball court to Madsen Park to supporting a system-wide parks improvement initiative. During the challenges of 2020-2021, I played a role in helping Fridley navigate the impacts of the pandemic and the effects of civil unrest in neighboring communities. Through it all, I'm proud of what we've accomplished and excited about where we're headed. That's why I've remained engaged as a resident even after leaving my professional position with the city.

When I started working at City Hall, Fridley quickly became home for my wife and me. While I value my time as a city staff member, I know I can have an even greater impact as an engaged resident. That's why I joined the Parks & Recreation Commission and have actively participated in public meetings on various city projects.

I'm ready to represent my ward, continue learning about our community, and connect with more of my neighbors to better understand their needs. Like many, I have ideas and a vision for what Fridley can and should be, and I'm eager to help bring those ideas to life as a City Council member.

What strengths, skills and abilities do you believe you will add to the City Council?

I am personable, professional, and collaborative. I respect different perspectives while also bringing my own to the table. Through my experience leading boards, managing teams and projects, and working in public service, I have developed strong problem-solving skills and a deep commitment to service.

My background in communications, government operations, and community engagement allows me to bridge gaps between city leadership and residents, ensuring transparency and accessibility. I have successfully managed budgets, public outreach efforts, and large-scale projects, working with diverse groups to navigate complex challenges.

When I commit to something, I'm all in. I will bring that same

energy to the City Council, working alongside residents, fellow council members, and city staff to listen, collaborate, and find solutions that keep Fridley moving forward.

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

Additional comments

I am not available for the Council meeting on June 9, 2025.

File Upload - Candidate Letter of Interest (Required)

[Candidate Letter of Interest_CARDONA.pdf](#)

File Upload - Statement of Qualifications (Required)

[Statement of Qualifications_CARDONA.pdf](#)

File Upload - Resume (Optional)

[Luke Cardona resume.pdf](#)

File Upload - Other items pertinent to your application (Optional)

[Luke Cardona Applicant Profile.pdf](#)

Reference 1 - Email

[REDACTED]

Reference 1 - Name

Kent Pierce

Reference 2 - Name

Scott Lund

Reference 2 - Email

[REDACTED]

Reference 3 - Name

Peter Borman

Reference 3 - Email

[REDACTED]

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

LUKE CARDONA

461 67th Ave NE • [REDACTED] • [REDACTED]
Ward 1 Council Member Applicant

Fridley City Council
7071 University Ave NE
Fridley, MN 55432

February 14, 2025

Fridley City Councilmembers:

My involvement in Fridley began during my time as a city staff member and has continued as a resident through service on the Parks & Recreation Commission and active participation in public meetings. I've stayed engaged because I care about the city's future and want to contribute to the conversations and decisions that shape it.

Through my work in local and state government, as well as my leadership on various boards, I have developed experience in community engagement, project management, city finances, and collaboration across different perspectives. I understand how to navigate complex challenges and work toward solutions that balance priorities. My experience, combined with my commitment to Fridley, would allow me to contribute meaningfully as a member of the City Council.

If selected, I will represent my Ward 1 neighbors to the best of my ability while working collaboratively with fellow council members, city staff, and residents to keep Fridley moving forward.

I appreciate your consideration.

Sincerely,

Luis L. Cardona

LUKE CARDONA

461 67th Ave NE • [REDACTED]
Ward 1 Council Member Applicant

Statement of Qualifications

Professional Experience in Public Service

I have dedicated much of my career to public-facing roles, working with government agencies, including public safety, to develop clear communication strategies, manage large-scale community initiatives, and enhance public engagement.

My experience includes:

- **Minnesota Office of Higher Education** – Marketing Manager, overseeing outreach and engagement strategies for statewide scholarship programs.
- **Minnesota Chiefs of Police Association** – Communications Director, leading public messaging, crisis communications, and membership engagement.
- **City of Arden Hills** – Senior Communications Coordinator, leading citywide communications, digital media, and media relations.
- **City of Fridley** – Communications and Engagement Manager, developing city branding, public engagement efforts, and enterprise-level communications.

In these roles, I have worked directly with city councils, commissions, businesses, and residents to ensure transparent communication, responsive governance, and community-driven decision-making.

Leadership and Community Involvement

Beyond my professional experience, I have actively served on numerous boards and commissions that support civic engagement and community development, including:

- Fridley Parks & Recreation Commission
- Folk Will Save Us Board of Directors
- Sigma Phi Epsilon Alumni & Volunteer Corporation
- Twin Cities Gateway Board of Directors
- Young Professionals of Minneapolis Board of Directors

These leadership roles have strengthened my ability to collaborate, manage diverse teams, and address community needs through strategic planning and program development.

Skills and Strengths

I bring a strong set of skills that align well with the responsibilities of a City Council member:

- **Community Engagement** – Proven experience leading public outreach efforts and fostering productive dialogue between residents and city leadership.
- **Government Operations** – Advanced understanding of municipal processes, budgeting, and city administration.
- **Leadership & Collaboration** – Ability to bring stakeholders together to achieve shared goals.
- **Communication & Transparency** – Advanced expertise in public messaging and media relations, as well as ensuring residents have access to clear and timely information.

I am eager to serve Ward 1 and the City of Fridley by bringing my experience, leadership, and commitment to public service to the City Council.



LUKE CARDONA

CITY COUNCIL APPLICANT
WARD 1



PUBLIC SERVICE



m OFFICE OF
HIGHER EDUCATION



COMMUNITY

- **Commissioner**, Fridley Parks & Recreation Commission (2023-Present)
- **Board Member + President**, Sigma Phi Epsilon Alumni & Volunteer Corporation (2012-Present)
- **Career Coach, course facilitator, and mentor** for college students at South Dakota State University, University of Minnesota, and nationwide (2019-Present)
- **Board Member**, Twin Cities Gateway (2019-2022)
- **Board Member + Vice President**, Young Professionals of Minneapolis (2016-2019)



ARTS, CULTURE, & CREATIVITY

Founder of **Conjunto Showcase en Minnesota**, a program dedicated to celebrating and educating on Mexican Conjunto music in Minnesota, made possible with support from the Minnesota State Arts Board.

Volunteered creative services to community-focused nonprofits, including **Compassionate Friends of Sioux Falls**, which supports families grieving the loss of a child, and the **Fridley Creative Arts Foundation**, which promotes public art initiatives.

Board Member of **Folk Will Save Us**, a nonprofit that unites Minnesota communities through cultural exploration and supports culturally rooted artists making a meaningful impact.



LUKE CARDONA

Item 1.

Minneapolis, MN • [REDACTED] • [REDACTED]
[linkedin.com/in/lukecardona](https://www.linkedin.com/in/lukecardona) • lukecardona.com/portfolio

EXPERIENCE

MINNESOTA OFFICE OF HIGHER EDUCATION

SELF Loan Marketing Manager

St. Paul, MN
Jan. 2025-Present

MINNESOTA CHIEFS OF POLICE ASSOCIATION

Communications Director (Contract)

New Brighton, MN
March 2023-Present

- Manage and create content for all digital platforms for the Association and the Minnesota Chiefs of Police Foundation (MCPF).
- Partner with the Executive Director on media management, including developing and disseminating statements and responses to the media.
- Assist with and produce high-priority press releases, letters of support, and crisis communication-related items.
- Create and publish weekly communications to MCPA's 500+ members, including Chiefs Notes (C-Notes) and training alerts (e-lerts).
- Provide comprehensive planning and logistics support for MCPA's annual event and conference by crafting podium scripts and promotional materials, working directly with conference speakers, presenters, and vendors, and managing content for the mobile app (Map Dynamics), printed program, and website.
- Write blog posts and articles for the quarterly MCPF newsletter.
- Manage the transition website and member communications portion of MCPA's membership management system from MemberClicks to Novi AMS.

CITY OF ARDEN HILLS

Senior Communications Coordinator

Arden Hills, MN
April 2023-Present

- Coordinated the City's print, digital, cable, and web services to meet the goals, objectives, and timelines of the City Council and departments.
- Facilitated relationships with the media, identified communication opportunities, and responded to media inquiries.
- Drafted and/or edited talking points, official statements, and letters on behalf of the Mayor and other City leadership.
- Created and wrote original content for the City's news outlets, including newsletters, press releases, and official mailings.
- Planned and led city events, such as the annual State of the City Address, open houses, and community events.
- Directed communication strategies for community engagement activities to enhance the City's image and increase participation and awareness.
- Served as website administrator (CivicPlus), ensuring accurate and relevant content, and led a website refresh project.

NICE HEALTHCARE

Social Media & Events Manager

Minneapolis, MN
May 2022-May 2023

- Led event planning for trade shows, plus small to large-scale client, partner, and prospect engagements.
- Managed budgets for events and social media.
- Partnered with members of the Growth (Sales) team to execute prospecting events in various markets throughout the country.
- Managed all event logistics, staffing, sponsorships, and marketing priorities.
- Created social media content and managed company channels, including Facebook/Instagram ads.
 - Communicated with Nice users on social to answer their questions and address platform and service concerns
 - Grew followers on all channels by 66% in eight months
- Fostered a key partnership with the Minnesota Vikings, which includes community involvement events, digital media, and one large-scale joint event

- Created an engagement plan for a partner event with the American Cancer Association and Hope Lodge.
- Partnered with a PR agency on media and events.
- Guided the completion from start to finish of two company videos:
 - Mental Health Panel w/ the Minnesota Vikings
 - Company retreat sizzle reel

CITY OF FRIDLEY

Fridley, MN

Communications and Engagement Manager

May 2021-May 2022

Marketing and Communications Manager

Sept. 2018-May 2021

- Mentored and managed the Communications and Engagement division, which included the Cable/Video Admin, Communications Coordinator, and Community Engagement Specialist.
- Oversaw community-wide engagement efforts and served as media relations contact.
 - Events, public meetings, Town Halls, webinars
- Wrote press releases and official statements on behalf of the City Manager's Office, Mayor, Public Safety Department, and other City leadership.
- Created or redeveloped multiple City-wide electronic communications, including the Fridley For You e-newsletter, Fridley Liquor Digest, and DiREcTions Parks & Rec e-newsletter.
- Connected in-person and virtually with residents and business owners to collect feedback, ideas, and grievances.
- Developed and launched the City's first official brand guidelines policy.
- Oversaw all digital communications:
 - E-newsletters, social media, videos, and full-length productions
 - Led an eight-month website redevelopment project
- Led marketing and communication campaigns around the City's initiatives/goals, street/development projects, and municipal liquor stores.
- Helped launch the City's Park System Improvement Plan by leading digital campaigns, community feedback sessions, and in-person workshops.
- Developed and managed my department's annual budget for Cable TV, communications/marketing, and engagement.
- Led the website refresh project for CityofFridley.gov and the creation of a brand new site, FridleyPublicSafety.org.
- Created a wide range of print and digital marketing assets.

ZIPNOSIS

Minneapolis, MN

Digital Marketing Specialist

July 2016-Sept. 2018

- Developed and executed comprehensive digital marketing strategies, including webinars, social media, advertising, video production, and email campaigns.
- Event Manager for all company events, such as trade shows, client summits, and webinars:
 - Oversaw budgeting, logistics, staffing, sponsorships, and alignment of sales and marketing priorities.
- Designed and launched email marketing campaigns using the Pardot marketing automation platform.
- Produced and edited videos for customer training, brand announcements, and digital marketing campaigns.
- Managed social media channels and paid advertising campaigns on Twitter, LinkedIn, Facebook, Instagram, and Vimeo.
- Maintained relationships with vendors for advertising, promotional items, graphic design, and conference services.
- Administered the company website (Zipnosis.com) using the WordPress CMS.
 - Project manager for the company website overhaul and relaunch in April 2017
- Co-administered the Salesforce CRM platform.
- Tracked marketing analytics and campaign KPIs, providing data-driven recommendations for optimization.
- Collaborated with a PR agency to develop thought-leadership content, branding initiatives, and content distribution.
- Created a wide range of print and digital marketing assets.
- Assisted in the development and management of the annual marketing budget.

DATATREND TECHNOLOGIES

Minnetonka, MN

Marketing Assistant

Oct. 2014-July 2016

- Developed compelling marketing content and orchestrated successful email marketing campaigns to engage customers and prospects.

- Helped plan and execute trade shows, customer and prospect seminars, town hall meetings, corporate events, speaking engagements, and webinars.
- Managed marketing tools and platforms, including Salesforce CRM (Admin), Act-On, Pardot, DiscoverOrg, and various partner portals.
- Worked on inbound lead generation efforts across multiple channels such as Google AdWords, social media, trade shows, partner referrals, and email marketing.
- Managed company presence and paid advertising on LinkedIn, Facebook, Twitter, Google+, and YouTube.
- Produced monthly e-newsletters to keep stakeholders informed and engaged.
- Analyzed and reported on key marketing metrics, including lead volume and distribution, qualified opportunities, pipeline progression, and revenue tracking.
- Assisted in planning partner funding initiatives and managing the overall marketing budget.

OTHER EXPERIENCE

- **Freelancer**, Cardona Marketing & Entertainment (2015-Present)
- **Market Response Representative**, Hanapin Marketing (2013-14)
- **Store Manager**, Spencer Gifts (2012-13)
- **Production Assistant Intern**, South Dakota State University (2010-11)
- **Merchandise Intern**, Walt Disney World Resort (2009-10)

VOLUNTEER EXPERIENCE

- **Board Member**, Folk Will Save Us (2024-Present)
- **Parks & Recreation Commissioner**, City of Fridley (2023-Present)
- **Board Member**, Sigma Phi Epsilon Volunteer Corporation at South Dakota State University (2015-Present)
 - President (2023-Present)
 - VP Alumni Relations (2019-23)
 - Director at Large (2018-19)
 - VP Communications (2015-18)
- **Chapter Advisor**, Sigma Phi Epsilon Volunteer Corporation at the University of Minnesota (2017-Present)
- **Board Member**, Twin Cities Gateway (2019-22)
- **Board Member**, Young Professionals of Minneapolis (2018-19)
 - Vice President (2018-19)
 - Marketing Director (2017-18)

ACHIEVEMENTS

- **Silver Award recipient**, Minnesota Association of Government Communicators
 - 2021 - City of Fridley Brand Guidelines
- **Bronze Award recipient**, Minnesota Association of Government Communicators
 - 2020 - City of Fridley Annual Report
- **Alumnus of the Year recipient**, Sigma Phi Epsilon at South Dakota State University
 - 2017 - Significant accomplishments to Sigma Phi Epsilon or the local community

EDUCATION

SOUTH DAKOTA STATE UNIVERSITY
Bachelor of Science in Journalism & Mass Communications | Minor in Sociology

Brookings, SD
 2006-2011

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Cheryl Adams
Date: Friday, February 14, 2025 1:56:27 PM



City Council Interest Form

Name Cheryl Adams

Email

[REDACTED]

Address

415 63rd Ave NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months
as a Resident of Fridley

50

Are you a resident of Ward
1? Candidates must be a
Ward 1 resident to apply.

Yes

Prior experience on City
Council, commissions or
other volunteer boards:

I sit on several state health boards, including the Department of Defense Peer Review Board, Melanoma Research Alliance Medical Community Leader Board, American Lung Association, Director of Community Engagement for Connect Melanoma, Board member at MAC, and Graham's Gift.

Current volunteer commitments include Connect Melanoma, Children's Minnesota, American Lung Association, Children's Hospital Association, AARC, MSRC and NRRCC.

Past volunteer commitments include, Springbrook Nature Center, Melanoma Research Foundation, Spring Lake Park HS, Totino Grace HS, St. Willimas Church. More available if needed.

Prior related work
experience:

Community involvement is a passion of mine. I am active in the melanoma community, several health advocacy groups and boards and work closely with the MSRC and AARC to advocate for legislative changes in healthcare.

My experience on boards and committees spans 2 decades, and my advocacy work started in 2012.

Civic, professional and
community activities:

Department of Defense Peer Review Board
Legislative Action for the MSRC
Melanoma Fly-In Day in Washington DC

Mutiple community activities. I have raised 8 kids in Fridley and have always been an active parent in their community activities.

Why do you want to be on the Fridley City Council?

I am a lifelong resident of Fridley and would like to be part of the process. I am proud to live in Ward One and would like to be a voice for my neighbors. Fridley is expanding, and growing, which sometimes is seen negatively. I would like to help advocate for positive changes that grow neighborhoods and community spaces that everyone can enjoy.

What strengths, skills and abilities do you believe you will add to the City Council?

I am dedicated and loyal to my work. Fridley is my home. I raised my family here. I am committed to making it a healthy, strong community where everyone has a voice.

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

Additional comments

I have a few pre-planned speaking engagements in Washinton DC and in Nashville over next few months.

File Upload - Candidate Letter of Interest (Required)

[CherylAdamsCvr \(1\).pdf](#)

File Upload - Statement of Qualifications (Required)

[CherylAdamsCvr \(1\)_7882.pdf](#)

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

Cheryl Adams

FEBRUARY 14, 2025

ADDRESS

415 63RD AVE NE

FRIDLEY MN

55432

PHONE

[REDACTED]

EMAIL

[REDACTED]

I am writing to express my interest in the Ward-1 Councilmember position.

I am a lifetime Fridley resident, with over 15 years of experience of servant leadership with large teams, managing budgets and addressing concerns. Although my experience is not directly related to city council work, I believe my experiences will align with the needs of the city.

For over a decade, I have done advocacy work on a state, and national level and sit on the on Department of Defense Peer Review Cancer Research Program, as well as many state boards. This allows me to advocate and be the voice for others at a national level. I am confident that my leadership abilities, life experience and passion for advocacy makes me the ideal candidate

I am deeply committed to being a voice for the residents of Fridley, enhancing the community, and supporting the values and mission of the city.

Thank you for considering my application. I look forward to the opportunity to discuss how my experience and skills align with the needs of the city!

Cheryl Adams

STATEMENT OF QUALIFICATIONS

ADDRESS

415 63RD AVE NE

FRIDLEY MN

55432

PHONE

[REDACTED]

EMAIL

[REDACTED]

I am writing to express my interest in the Ward-1 Councilmember position.

- I am a lifetime Fridley resident; I have lived in Ward 1 since 1999.
- I am a registered voter.
- I am committed to being a voice of Fridley residents.
- I have experience in being a liaison, an advocate, and a voice for others.

Thank you for considering my application. I look forward to the opportunity to discuss how my experience and skills align with the needs of the city!

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Emma Carter
Date: Sunday, February 16, 2025 8:58:46 PM



City Council Interest Form

Name Emma Carter

Email

[REDACTED]

Address

6811 Madison St NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months as a Resident of Fridley 3 years 11 months

Are you a resident of Ward 1? Candidates must be a Ward 1 resident to apply.

Yes

Prior experience on City Council, commissions or other volunteer boards:

No prior experience with city government.

Served on a few previous volunteer boards: CSEIA International Ambassadors (college student group), charity committee board at a previous job, River City Running Club (membership chair).

Prior related work experience:

No work experience in areas related to city government. I have been employed as a mechanical engineer for the past 10 years.

Civic, professional and community activities:

As previously mentioned, I am a licensed Professional Engineer in the state of Minnesota.

I'm a regular donor in support of a local food shelf and homeless youth shelter. (SACA food shelf and Avenues for Youth)

I volunteer occasionally at local running events, food shelves, and homeless shelters.

Why do you want to be on the Fridley City Council?

I attended a recent City Council meeting and heard about the vacancy. I've been impressed by the Fridley city government in my time living here, and I'd like to help keep the momentum going!

I have no previous city government experience, but my prior experience on smaller boards has been that a mid-year vacancy can be hard to fill. I think it is important that Ward 1 has

representation on the City Council, and I am happy to learn on the job in order to serve my community!

What strengths, skills and abilities do you believe you will add to the City Council?

I am organized, detail-oriented, and I work well in teams.

As part of my job, I routinely make design decisions on multi-year, high budget projects, usually with limited information. I am comfortable asking questions, gathering information, and then being decisive when it is time to move forward on a project.

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

File Upload - Candidate Letter of Interest (Required)

[Letter of Interest - Emma Carter - 20250216.pdf](#)

File Upload - Statement of Qualifications (Required)

[Statement of Qualifications - Emma Carter - 20250216.pdf](#)

File Upload - Resume (Optional)

[Emma Carter_Resume_20250216.pdf](#)

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

Emma Carter
6811 Madison St NE
Fridley, MN



February 16th, 2025

Dear Fridley City Council,

I recently attended a City Council meeting and heard about the upcoming vacancy in Ward 1. I've been impressed by the Fridley city government in my time living here, and I'd like to help keep the momentum going!

I have previously served on the boards of an international student group, a running club, and a company charity committee, and I am currently employed as a mechanical engineer. Through this experience, I have learned the importance of gathering information, asking questions, and decisive decision making.

My prior experience on smaller boards has been that a mid-year vacancy can be hard to fill. I believe that it is important that Ward 1 retains representation on the City Council. Planned construction on Mississippi Ave will directly affect access to several Ward 1 neighborhoods. Ward 1 is also the location of the city's only middle and high schools, and it is critical for school leadership to have access to a representative of the neighborhoods directly around the schools.

I look forward to following up with any questions you may have at the March 4th meeting!

Sincerely,
Emma Carter

Previous board experience:

Membership Chair
River City Running Club
La Crosse, WI
Nov 2018-Dec 2024

- Maintained list of members, including up to date contact info and whether or not dues were paid
- Sent reminder emails to members to pay club dues
- Updated event calendar on club website with local races and club events
- Attended quarterly board meetings

Charity Committee Member
Chart Energy and Chemicals
La Crosse, WI
2017-2020

- Attended monthly meetings to decide which charities would receive company funds
- Tracked spending on donations relative to company budget
- Presented suggestions of new charitable ventures at committee meetings
- During my time on the board, we instituted a move from ad-hoc donations to a more focused approach. We wrote a mission statement, identified local charities that fit the mission, and set up a system of quarterly donations to those charities. The result was more transparency on our end and more reliable income for the charities we supported.

Board Member
College of Science and Engineering International Ambassadors
Minneapolis, MN
2012-2013

- Planned social gatherings for international students in the College of Science and Engineering at the University of Minnesota
- Wrote a grant application to fund social gatherings.

Emma Carter

Summary:

- Professional Engineer with a B.S. in Mechanical Engineering and 10 years experience in new product development, primarily in cryogenics.

Education:

Bachelor of Mechanical Engineering

2014

- College of Science & Engineering, University of Minnesota GPA: 3.803

Certifications:

- Professional Engineer, Wisconsin

Skills:

- | | | |
|-----------------------|--------------|--------------------|
| • Statistical Methods | • Creo | • OpenFOAM |
| • Test Methods | • SolidWorks | • C++ |
| • Root Cause Analysis | • LabVIEW | • Visual Basic |
| • GD&T | • MATLAB | • Microsoft Office |
| • Cryogenics | • ANSYS | • GT-Suite |

Professional Experience:

Advanced Mechanical Design Engineer

August 2024 to Present

Honeywell, Plymouth, MN

- Designed equipment to support research in low-temperature technology

Mechanical Engineer

September 2022 to August 2024

Emerson, Eden Prairie, MN

- Designed new PFAs-free polymer liner for magnetic flow meters
- Created, planned, and executed test program for flow meter liners, following a stage gate development process
- Built prototypes for use in field trials

Mechanical Engineer - Hydrogen Products

February 2021 to September 2022

Chart Energy & Chemicals, New Prague, MN

- Designed, built, and tested check valves used in the inlet and outlet of a high-pressure liquid hydrogen piston pump.

- Designed machined polymer components to seal against high pressure cryogenic liquids.
- Tuned PID loop for hydraulic system to precisely control position of pump piston.
- Simulated cryogenic hydrogen pump performance using GT-Suite. Used simulation results to identify cause of vapor locking in pump during tests.

Product Development Engineer

January 2015 to April 2020

Chart Energy & Chemicals, La Crosse, WI

- Primary engineer responsible for burst pressure testing to determine safety factors for internal pressures for brazed aluminum plate-fin heat exchangers.
- Created test plans, designed test fixtures and tooling, collected/analyzed data using statistical methods, and presented results to in-house engineers.
- Collaborated with drafters and production employees to create drawings and manufacture prototypes.
- Utilized in-house MATLAB code and ANSYS to run transient thermal, CFD, and FEA analysis to determine the response of brazed aluminum heat exchangers to transient thermal conditions.
- Summarized results in reports and presented to customers.
- Designed two-phase devices to be installed inside plate-fin heat exchangers for even distribution of liquid and vapor.
- Analyzed operating data provided by customers in root-cause analysis of thermal fatigue failure of plate-fin heat exchangers.

Publications:

- Di Chen, Emma Carter, Marc Kamlah. "Deformation behavior of lead zirconate titanate ceramics under uniaxial compression measured by the digital image correlation method." *Smart Materials and Structures* Volume 25, Number 9 (2016)

Patents:

- McNeilly, Adam; Vallee, Steven J.; Adams, Kyle; Carter, Emma; Skarlupka, Zeke; Vanevenhoven, Joseph; Robson, Robert. Plate Fin Fluid Processing Device, System and Method. US11268877, filed October 24, 2018.
- Vallee, Steven J.; Skarlupka, Zeke; McNeilly, Adam; Carter, Emma; Mehus, Ryan; Ruskin, Michael; Robson, Robert. Fluid Distribution Device. US10883761, filed September 28, 2018.

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Jodi Rehlander
Date: Monday, February 24, 2025 4:11:48 PM



City Council Interest Form

Name Jodi Rehlander

Email

[REDACTED]

Address

615 57th Ave NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months
as a Resident of Fridley

15

Are you a resident of Ward
1? Candidates must be a
Ward 1 resident to apply.

Yes

Prior experience on City
Council, commissions or
other volunteer boards:

2 years, Rushford Area Society of the Arts (student
representative, secretary)
 4 years, ELCA Southeast MN Synod, Lutheran Youth
Organization (at-large member, president)
 6 years, Minnesota Vixen Women's Football, owner
 2 years, Minnesota Minx Women's Football, advisor to the
board

Prior related work
experience:

Technology and business roles with increasing responsibility
over time
 Project management
 Small and large event planning
 Budgeting
 Logistics
 Newspaper reporter at daily and weekly publications

Civic, professional and
community activities:

Delta Omicron International Music Fraternity
 Member, International Information System Security Certification
Consortium
 Member, Women in CyberSecurity
 Coaching sports at the youth, high school and adult level
 Columbia Heights Fine Arts Foundation

Why do you want to be on
the Fridley City Council?

I want to represent Ward 1's residents and businesses in an
open, positive way and contribute to the success of the entire
city. I love living here and I would love to help the city connect
with its busy residents so they know what is out there for

themselves and their families.

What strengths, skills and abilities do you believe you will add to the City Council?

Collaboration
Curiosity
Conflict resolution
Courage
Commitment
Open-mindedness
Diverse thought perspectives

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

Additional comments

As I was growing up, I watched my parents serve their community in many roles, including city clerk, postmaster and Tree City USA partner. Dedicated individuals can absolutely impact civic progress. I would be so honored to follow in their footsteps as a Fridley City Council member.

File Upload - Candidate Letter of Interest (Required)

[LOI_FridleyCityCouncil.pdf](#)

File Upload - Statement of Qualifications (Required)

[QUAL_FridleyCityCouncil.pdf](#)

File Upload - Resume (Optional)

[JodiRehlanderResume.pdf](#)

Reference 1 - Email

[REDACTED]

Reference 1 - Name

Brian Marszalek

Reference 2 - Name

Sheena Reed

Reference 2 - Email

[REDACTED]

Reference 3 - Name

Angela Mannella

Reference 3 - Email

[REDACTED]

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

Jodi Rehlander
615 57th Ave NE
Fridley, MN 55432



February 21, 2025

Fridley City Council
7071 University Ave NE
Fridley, MN 55432

Subject: Letter of Interest for City Council Appointment

Dear Mayor Ostwald and Councilmembers Bolkcom, Evanson, and Vescio:

I am writing to express my deep interest in being appointed as Ward 1 representative on the Fridley City Council. I believe that my background in business and technology, combined with my passion for civic engagement and collaboration, makes me a strong candidate for this position.

For many years, I have been actively involved in civic activities such as coaching youth sports and producing local theater productions. Through this work, I have met people from all walks of life and all sorts of personalities. I've learned how to meet people where they are, the importance of clear communication, and how to build coalitions between multiple organizations.

I have seen how the cultivation of relationships between city officials and residents creates successful projects that promote community pride, and I am committed to fostering policies that enhance the quality of life for all.

Additionally, my experience in technology and business has taught me how to listen, educate, and find common ground so that opposing groups can create balanced, inclusive solutions. As a City Council member, I will bring this same approach—ensuring that all voices in our community are heard and represented in decision-making processes.

If appointed, I will work diligently to advance policies that align with the needs and aspirations of our residents. I will actively seek input from constituents, attend community meetings, and foster a spirit of inclusivity, ensuring that every resident has an opportunity to engage in the work.

The improvements to parks and streets and city facilities in recent years are a great foundation for Fridley's future success. I am excited about the possibility of contributing to what comes next. Thank you for your time and consideration.

Sincerely,
Jodi Rehlander

Jodi Rehlander
 615 57th Ave NE
 Fridley, MN 55432

Please find below a list of qualifications for the position of Ward 1 representative on the Fridley City Council. Additional detail may be found in my resume, also attached to the application.

Columbia Heights Fine Arts Foundation, board member

- Regular board meetings to conduct the business of the organization
- Assisting with annual grant writing process
- Developing a list of potential plays and choosing which show to produce each year
- Soliciting and assessing bids for set designers
- Building sets, designing sound and lighting cues
- Sourcing props and costumes

Minnesota Vixen Women's Football, various roles

- Directing and influencing work of management team
- Budgeting for football seasons ranging from six to 10 games
- Arranging and tracking travel logistics for 40-60 people
- Procuring practice and field locations with proper insurance
- Maintaining team equipment and merchandise inventory
- Creating marketing plans and designing and printing gameday programs
- Documenting standard operating procedures and policy handbooks
- Participating in league meetings

Minnesota Minx Women's Football, defensive coordinator / head coach / board advisor

- Creating skills development plan for 40+ athletes
- Soliciting feedback and using it to guide strategic and tactical planning
- Attending board meetings and serving on subcommittees
- Advising on football-related board matters
- Managing staff of 12 coaches

Owner, Copygirl Productions

- Small business entrepreneur since 2004

Jodi Rehlander – IT Professional

Professional Summary

Leader and problem identifier/solver with diverse career background including IT consulting, finance, sports and event management, journalism, and entrepreneurship. Team first attitude. Exceptional ability to distill and translate technology and training concepts for mass consumption and education. Business analyst, data guru, connection maker for both people and things. Project management and subject matter expert roles for initiatives large and small. Always pursuing deeper knowledge of IT infrastructure, focusing on database administration, DevSecOps, and user experience. Formerly Series 7, 66 and 24 licensed. SQL, Python, Power BI, Azure, AWS (including QuickSight), Tableau (Server and Desktop). Special interests: Master data management, solution architecture, cybersecurity, playing and coaching sports, volunteering, community theater, and foreign languages. Based in Minneapolis/St. Paul, Minnesota.

Skills

- Project Management (including Agile)
- Business Analysis
- Process Improvement
- Data Engineering
- Tactical Action
- Strategic Planning
- Risk Management
- Event Planning
- Event Management
- Logistics Management
- Sports Coaching
- Office Administration

Experience

IT Consultant, CAL Financial

August 2023 – Present

Administer Microsoft 365 subscription and provide ongoing tech support for team members located in the U.S. and overseas. Assist with controlling recurring IT costs and ensuring services are integrated where possible, and right-sized for company but scalable for growth.

Consultant, Charter Solutions

October 2019 – Present

Client Engagement Highlights

CWT

June 2024 – Present

MySQL SME / Database Engineer

- Build a pathway to upgrade MySQL Server 5.5 on Linux 6 to MySQL server 8.0 on Linux 8
 - Reduced original upgrade duration for 1TB database from 30 hours to 8 using Python scripts and other automation tools
 - Install, upgrade and monitor packages via command line
 - Troubleshoot upgrade issues and adjust server configuration

Herndon Plant Oakley

July 2023 – Present

Data Engineer / BI Developer

- Use Power BI Report Builder to create account reporting templates
- Publish reports to Power BI Service with On-Premises Data Gateway
- Create datasets via SQL in AWS Athena

Project Manager

- Lead firm's migration of approximately 700 users from Office 2016 to Office 365
- Shepherd other technology projects, including a Microsoft Teams product integration with the iManage content management system, and the launch of a new web-based application for the investment management area

Minnesota Pollution Control Agency**February 2022 – Present****Tableau Server Consultant**

- Repair PostgreSQL database and upgrade to modern version of the application
- Advise on best practices for security, performance, maintenance and upgrades
- Mentor internal resources to take greater share of server support role

Piedmont Community Health Plan**March 2023 - Present****DataDog Specialist**

- Build dashboards based on desired metrics and monitor PCHP AWS environment for various performance, activity and availability metrics
- Filled in for full-time Site Reliability Engineer while he was out of the country

Conductive Digital**December 2022 – Present****Analytics Consultant**

- Built Amazon QuickSight dashboards including creation of data sources from MySQL instances
- Created a prototype federated single-sign on to QuickSight using Cognito user pools

Entrust Corporation**October 2021 – December 2023****Business Intelligence Team Member (10/21-2/22)**

- Assisted with AWS data lake implementation
- Advised on Amazon QuickSight dashboard visualizations
- PDF of AWS Partner Success Story available upon request

DataDog Specialist (3/23 – 12/23)

- Implemented DataDog database and network monitoring system proof of concept in on-premises Oracle RAC environment
- Designed synthetic tests for remote server availability

ECMC (Educational Credit Management Corporation)**January 2020 – June 2022****Analytics Consultant**

- Assisted in build of AWS data lake and other data related integrations
- Supported DBAs in solving data integrity and Crystal Reports issues
- Wrote detailed technical documentation as part of knowledge transfer at end of engagement
- PDF of AWS Partner Success Story available upon request

Other Professional Experience**Scholarship Cohort Member, Women in Cybersecurity****September 2022 – July 2023**

Progressed through four tiers of competition and study including Capture the Flag activities, skills assessments, and certification exams. Attended SANS Institute classes and earned three GIAC certifications: GFACT, GSEC and GCIH.

Owner, Copygirl Productions, LLC**February 2004 – Present**

Managed IT services, social media and marketing consulting, apparel printing and embroidery, print broker, fund raiser and event planning.

Player/Logistics, Minnesota Vixen**September 1999 – July 2023**

Duties included writing press releases, writing game previews and recaps, webmaster, media relations, marketing, sponsorship fulfillment, gameday operations, travel coordination, and playing running back, safety and middle linebacker. Organized and/or coached at team-sponsored football clinics for youth and adults and made personal appearances at events such as the Muscular Dystrophy Association Minnesota Muscle Team's annual gala. Create and maintain work schedules for team booth at the Minnesota State Fair and manage annual league registration process for players. Design and purchase T-shirts and other merchandise for team sales. Design and print marketing collateral; make media contacts and schedule Vixen promotional events and appearances throughout the Twin Cities area; manage recruitment and fund-raising efforts for the team; work to promote the Vixen as great entertainment and an affordable, fun family outing; create and deliver corporate sponsorship and advertising presentations. As director of operations in 2003, I planned and executed a three-game season at locations in Minnesota, Indiana, and Arizona. I also have served as treasurer and president of the board of directors, director of media and marketing, and webmaster for the team. I was elected captain by my peers for two years and have been appointed a gameday captain by coaches in other seasons.

Business Initiatives Manager, RBC Clearing and Custody**December 2017 – October 2019**

Increased responsibilities for managing a portfolio of initiatives and representing interests of a single business line. Major achievements included implementation of a self-service password reset system that eliminated the need for users to talk to a human to get a password reset as well as off-hour staffing needs to handle those requests, as well as the conversion from Windows XP to 2007.

Business Initiatives Representative, RBC Wealth Management**Nov 2013 – Dec 2017**

Project manager, business analyst and subject matter expert on technology initiatives for multiple business lines. Broad experience in training, change management, software development/enhancement and end user experience relating to new and existing products and services.

Business Initiatives Project Consultant, RBC Wealth Management**Nov 2012 – Nov 2013**

Project resource and subject matter expert on technology and training for RBC's clearing and custody business.

Training & Support Consultant, RBC**August 2010 – November 2012**

Worked in a national call center to provide technology and operations assistance to RBC Correspondent Services and Private Client Group users. Developed expertise in more than 20 proprietary and third-party applications and services.

Sr. Admin Assistant, RBC Capital Markets**December 2007 – August 2010**

Supported more than a dozen Operations department heads and managers and coordinated communications and events for approximately 400 employees. Submitted expense reports, arranged travel, ordered office supplies and meals. Also taught weeklong training class for new employees once per month. Designed, edited, and distributed monthly department newsletter. Over time, developed mastery of Excel and Word, with expert level understanding of

PowerPoint, Publisher, Access, and Outlook. Was assigned to several ad hoc projects across organization.

Registered Sales Assistant, Wachovia Securities

September 2002 – April 2004

Operations, client service and marketing for top-rated financial advisor team.

Sports Copy Editor, St. Paul Pioneer Press

2000 – 2002

Edited stories and wrote headlines for major metropolitan daily sports section. Gathered stories from Associated Press and other sources for digests of mainstream sports (NBA, MLB, NFL, etc.). Proofread pages for style and typographical correctness. Met deadlines for multiple editions nightly.

Education

North Hennepin Community College

Associate of Arts and Sciences – Computer Science

Winona State University

Coursework, Journalism

Saint Mary's University

Coursework, Journalism and Computer Science

Certification

- Tableau Desktop Specialist
- Tableau Server Architect
- Tableau Server Administrator
- DataDog Technical Specialist I
- AWS Partner Technical Accreditation
- GIAC Foundational Cybersecurity Technologies (GFACT)
- GIAC Security Essentials (GSEC)
- GIAC Certified Incident Handler (GCIH)
- Certified in Cybersecurity (CC) through (ISC)²
- Former FINRA Series 7
- Former Series 66 - State Securities Law Exam (MN)
- Former FINRA Series 24

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Katherine Grimm
Date: Tuesday, February 25, 2025 8:01:27 AM



City Council Interest Form

Name Katherine Grimm

Email

[REDACTED]

Address

555 67th Ave NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months
as a Resident of Fridley

6

Are you a resident of Ward
1? Candidates must be a
Ward 1 resident to apply.

Yes

Prior experience on City
Council, commissions or
other volunteer boards:

While my experience does not include formal service on a city commission, my professional and volunteer activities have provided me with valuable transferable skills. As Secretary for the HOPE Office at the Anoka Hennepin School District (2017-21), I supported our partnership with the Heading Home Anoka Housing Collaborative (HHAHC), gaining firsthand exposure to collaborative problem-solving and community-focused initiatives. Furthermore, I have consistently sought opportunities to engage with and learn from community-based organizations. I am eager to apply these experiences and skills to the challenges and opportunities facing the Fridley City Council.

Prior related work
experience:

My role as the State Reporting Coordinator for Anoka Hennepin School District necessitates a high degree of accuracy and problem-solving skills. I am responsible for coordinating and safeguarding sensitive student data while ensuring accurate reporting to state agencies. This involves navigating complex data systems, interpreting regulations, and addressing potential discrepancies. My experience has equipped me with the ability to analyze information critically, identify potential issues, and develop effective solutions. I have a proven track record of working effectively with diverse teams to achieve critical objectives.

Civic, professional and
community activities:

My dedication to civic duty is evident in my extensive experience as an election judge, a role I have held in Pennsylvania, Wisconsin, and Minnesota. This experience has

reinforced my commitment to the democratic process and the importance of ensuring fair and accessible elections. In Fridley, I have actively participated in city-sponsored events at our parks, demonstrating my commitment to building a strong and connected community. These experiences have provided me with a firsthand understanding of the vital role that both formal civic functions and community engagement play in shaping our city.

Why do you want to be on the Fridley City Council?

I am driven by my passion for the well-being of our Fridley community. Having reached a point in my life and career where I can dedicate time and energy to public service, I am keen to take a more active role. I believe that serving on the City Council is an opportunity to deepen my understanding of our city's complexities and connect meaningfully with my fellow residents. I would be privileged to amplify their voices and advocate for their interests. Furthermore, I am committed to improving transparency and public awareness of the City Council's efforts and decisions.

What strengths, skills and abilities do you believe you will add to the City Council?

I possess a strong command of productivity software, including the Microsoft Office and Google Workspace suites (Word/Docs, Excel/Sheets, PowerPoint/Slides). I am proficient in utilizing virtual collaboration platforms such as Microsoft Teams, Zoom, and Google Meet, ensuring accessible meetings. Furthermore, I am a proven coalition builder, adept at fostering collaborative environments and achieving shared objectives. My analytical and problem-solving skills, coupled with my strong communication and active listening abilities, allow me to effectively evaluate information and make sound decisions. I am deeply committed to civic engagement.

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

File Upload - Candidate Letter of Interest (Required)

[Letter of Interest.docx](#)

File Upload - Statement of Qualifications (Required)

[Statement of Qualifications Kate Grimm.docx](#)

Reference 1 - Email

[REDACTED]

Reference 1 - Name

Joe Cottew

Reference 2 - Name

Chad Grimm

Reference 2 - Email

[REDACTED]

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

To whom it may concern:

I am writing to formally announce my desire to serve the residents of Fridley Ward-1 as a member of the City Council. My dedication to our city's progress and well-being compels me to offer my capabilities and experience to enhance our community.

My engagement in civic duties has been a consistent thread throughout my life. In every state I have lived in, I have participated in the electoral process as an election official, ensuring the fairness and accessibility of voting. This experience has cultivated a strong sense of civic responsibility and a deep respect for democratic processes. Since becoming a resident of Fridley, I have participated in city and community organized events at our parks, fostering connections and contributing to our city's vibrant community life.

In my professional capacity as the State Reporting Coordinator for Anoka Hennepin School District, I manage intricate data systems and ensure compliance with state mandates. My role necessitates meticulous attention to detail, maintaining data integrity, and navigating complex regulatory landscapes. These skills translate directly to the responsibilities of a city council member, where informed decision-making and adherence to regulations are paramount. I also cultivate strong relationships with various departments and stakeholders, facilitating collaboration and problem-solving across diverse groups.

I firmly believe my background and abilities would be a valuable asset to the City Council. I excel at building consensus and fostering collaborative environments to achieve common objectives. My aptitude for analysis and problem-solving, coupled with effective communication and active listening skills, will enable me to contribute meaningfully to council deliberations. I want to serve the Fridley community and understand the diverse needs of its residents.

I am eager to deepen my understanding of city operations and engage with my fellow citizens. I am committed to representing their interests and enhancing public understanding of the City Council's initiatives.

Thank you for your consideration. I welcome the opportunity to further discuss my qualifications and my commitment to serving the City of Fridley.

Sincerely,

Katherine Grimm

My candidacy for Fridley City Council, Ward 1, is grounded in a strong suite of qualifications. I am a skilled communicator, capable of conveying complex information clearly and persuasively. My analytical abilities enable me to dissect issues thoroughly and develop well-reasoned solutions. I approach challenges with a problem-solving mindset, focusing on practical and effective outcomes. I possess a demonstrated ability to foster teamwork and collaboration, and I understand the dynamics of navigating political environments. Above all, I am driven by a genuine commitment to public service. As a resident of Ward 1, I am personally invested in ensuring our community thrives, and I am ready to bring my skills and dedication to the City Council.

From: [Jotform](#)
To: [City Clerk](#)
Subject: Re: City Council Interest Form - Alicia (Ali) Pickens-Opoku
Date: Tuesday, February 25, 2025 1:36:49 PM



City Council Interest Form

Name Alicia (Ali) Pickens-Opoku

Email

[REDACTED]

Address

7472 Melody Dr. NE, Fridley, MN, 55432

Phone Number

[REDACTED]

Number of Years/Months as a Resident of Fridley 2 yrs 7 months

Are you a resident of Ward 1? Candidates must be a Ward 1 resident to apply.

Yes

Prior experience on City Council, commissions or other volunteer boards:

During high school, I had the opportunity to serve on the advisory board for the Minnesota Department of Education (under its former name), an experience that provided valuable insight into statewide governance. Since then, my focus has shifted, and as an adult, I have redirected my volunteer efforts toward other initiatives and community engagements.

Prior related work experience:

I have over 15 years of experience in the higher education sector, with the past decade spent working within the Minnesota State Colleges and Universities system in a variety of roles across different institutions. Currently, I serve as the System Director for Strategic Enrollment Management at the Minnesota State system office. In this capacity, my focus is on enhancing and increasing both student enrollment and graduation rates across our institutions. I lead the implementation of statewide initiatives, ensure our campuses comply with new legislation, manage reviews and updates to statewide policies and procedures, and guide efforts to drive enrollment growth.

My professional experience also includes significant work in grant management. I successfully wrote and secured a \$300,000 grant from the Department of Justice to coordinate initiatives addressing the prevention and response to sexual violence in our schools. Additionally, I authored and was awarded a \$100,000 grant from the Lumina Foundation, which funded a data analytics project to support strategic enrollment management. In addition to these two principal grants, I have been involved in the writing and reporting of numerous other

Civic, professional and
community activities:

federal, state, and private grants throughout my career.

I firmly believe in the importance of contributing positively to my community, a commitment that has been a central part of my life since my time in Girl Scouts. Earning the Bronze, Silver, and Gold Awards through service projects such as volunteering at camp, fundraising for a crisis nursery, and assisting at a family homeless shelter, I began to recognize the profound impact of community engagement.

Currently, I have multiple opportunities to give back. For the past four years, I have served as a parent volunteer for my daughter's Girl Scout Troop, supporting our troop leader by attending meetings, assisting with cookie sales, and encouraging the girls in their own volunteer efforts. As a troop, we have participated in various initiatives, including planting trees as part of the Girl Scouts' Tree Trust program, creating "blessing bags" for a local police department to distribute to individuals experiencing homelessness, and collecting supplies for a local youth homeless shelter. Our troop connects with communities across the Spring Lake Park School District, including Fridley, Spring Lake Park, and Blaine.

In addition to my involvement with Girl Scouts, I have volunteered as a parent coach for my daughter's fast pitch softball team, the Frights, for the past two years. In this role, I assist with game-day operations, manage practice logistics, and recruit new players through posts on our local Facebook community page, Friendly Fridley.

I believe the most meaningful way to give back is through consistent, everyday engagement with the community. I have frequently interacted with our local community service officers, including helping to reunite lost dogs with their owners and reporting safety concerns in our neighborhood. I am committed to taking action whenever I see a situation that could impact the well-being of our community.

On a professional level, I serve as a representative of Minnesota State Colleges and Universities on various advisory committees. Over the past year, I have contributed to two advisory groups for the Office of Higher Education. One focused on improving the processes new students navigate, including admissions, course placement, and advising. The other involved advising on the Direct Admissions program, which aims to streamline college access. These opportunities allow me to influence higher education practices in meaningful ways that will enhance the student experience for individuals entering from high school, adult education, or the workforce.

In the past, I have also mentored students through the 'Scholastic Connections' program at Augsburg University and served as an advisor for education abroad trips.

Perhaps the most impactful form of civic engagement I have experienced was becoming a foster parent, through which we ultimately adopted our daughter. While I will not share the specifics of her case, the process of becoming a foster parent and navigating the complexities of the system profoundly shaped my understanding of social services and the realities faced by families. There are countless children in the foster care system across Minnesota, and this experience taught me

valuable lessons about the challenges they face. Through training and hands-on experience, I gained a deeper understanding of the child welfare system and the struggles that often go unnoticed. This experience solidified my dedication to contributing to the well-being of my community and advocating for those in need.

In all of these endeavors, I am guided by a strong belief in the power of community engagement to create positive change.

Why do you want to be on the Fridley City Council?

I firmly believe in the importance of being actively engaged and invested in our community. My interest in local government began in high school when I had the opportunity to shadow the city manager and gain insight into the workings of city government. My undergraduate years at Hamline University further shaped my perspective, and one of the mottos from John Wesley that was frequently shared with us continues to resonate with me: "Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as ever you can."

Serving on the City Council would provide me with a direct opportunity to contribute to a prosperous future for our community. It is easy for people to take for granted the services our city provides until they are in need or experience frustration with them. By serving on the Fridley City Council, I would have the chance to help ensure that Fridley remains a vibrant and desirable place to live, work, and contribute positively.

While residents and business owners may not always recognize the complexities of our infrastructure or agree on every priority, I believe the shared desire to live in a safe and thriving community is universal. As a representative of Ward 1 on the City Council, I would be committed to ensuring that Fridley remains a place where everyone has the opportunity to prosper and enjoy a fulfilling life.

What strengths, skills and abilities do you believe you will add to the City Council?

I believe I bring a unique set of skills, talents, and experiences that would allow me to contribute effectively to the City Council. Given that this position became available off-cycle, I would leverage my ability to quickly acclimate to new responsibilities. I am adept at understanding complex issues and engaging with others to gain a comprehensive understanding of the work at hand. My ability to quickly get up to speed would enable me to make an immediate impact.

My diverse life experiences allow me to engage meaningfully with individuals from varied backgrounds. Additionally, I am bilingual in Spanish and English, having majored in Spanish and Global Studies during college.

In terms of work approach, I excel in managing multiple initiatives simultaneously and seeing projects through to completion. I have a proven track record of envisioning the trajectory of a project, identifying potential obstacles, and collaborating with the right stakeholders early in the process. Colleagues consistently commend me for my ability to think strategically and for my capacity to turn ambitious ideas into reality. In my four most recent professional roles, I was hired as the first person to hold each position. In each case, I

successfully applied my visionary skills to shape the role to meet the needs of the organization. I have built departments from the ground up and assembled teams to bring those visions to life.

I place a high value on relationship-building and actively listen to those I work with to ensure a thoughtful, collaborative, and common-sense approach to our work. This combination of strategic vision, adaptability, and strong interpersonal skills would enable me to make meaningful contributions to the City Council.

Do you have other commitments that may impact your ability to attend Council meetings (e.g., travel for work, etc.)?

No

Additional comments

I have the ability to opt-in of any travel for work.

File Upload - Candidate Letter of Interest (Required)

[Ali Pickens-Opoku Letter of Intent.pdf](#)

File Upload - Statement of Qualifications (Required)

[Ali Pickens-Opoku Resume.pdf](#)

Please acknowledge if you have read the application notice.

Yes, I have read and understand the notice.

You can [edit this submission](#) and [view all your submissions](#) easily.

February 25, 2025

Fridley City Council
City of Fridley
6431 University Ave. NE
Fridley, MN 55432

Dear Members of the Fridley City Council,

I am writing to express my strong interest in serving as the Ward 1 representative of the Fridley City Council. As a resident of Fridley, I am deeply committed to the well-being and growth of our community. Over the years, I have been actively involved in various civic, professional, and community activities, and I would be honored to contribute further by serving our community on the City Council.

My education and life experiences have reinforced the importance of being engaged in local issues. As I reflect on John Wesley's motto, "Do all the good you can, by all the means you can I." I currently find meaningful ways to engage with our community through serving as a parent volunteer for my daughters Girl Scout Troop and the Frights Fastpitch 10U team. I believe serving on the City Council would provide me with an opportunity to help shape a prosperous future for the residents of Fridley.

I bring a range of skills and abilities to the table that I believe would benefit the City Council. As someone who can quickly assess complex issues, I would be able to jump into the work and contribute immediately. My multicultural background and fluency in both English and Spanish give me the ability to engage with diverse perspectives and effectively communicate across various communities. Furthermore, my professional experiences in developing new roles and managing multiple initiatives have equipped me with the skills to envision projects, identify challenges, and build collaborative relationships to ensure success.

I am deeply invested in the economic prosperity of Fridley, ensuring that this is a community where families continue to choose to live in. With a city like ours, we have the opportunities to continue to grow engagement of small and large businesses, educational partners, city government staff, and residents to lead Fridley into the future. Through my engagement of my daughter in youth activities there are members, I have seen that there are members of our community who are not benefiting from all of the amazing opportunities that are provided in Fridley.

I am excited about the opportunity to contribute to the City Council and work alongside fellow leaders to ensure Fridley continues to be a safe, thriving, and inclusive place for everyone. I would be honored to serve the residents of Ward 1 and help guide our community toward a bright future.

Thank you for your time and consideration. I love living in Fridley and am so thankful that our family found such an amazing place to put down roots. We have neighbors that want to get to know one another and look out for one another. I look forward to the possibility of working together to make Fridley an even better place to live.

Sincerely,

Ali Pickens-Opoku, M.A.

Ali Pickens-Opoku

7472 Melody Dr. NE, Fridley, MN 55432

Education

Master of Arts in Student Affairs Administration in Higher Education

Ball State University Muncie, IN

Bachelor of Arts in Spanish and Global Studies with minors in Latin American Studies and Legal Studies

Hamline University Saint Paul, MN

Saint Louis University, Madrid Campus

Specialization in Spanish Culture and Language

Madrid, Spain

Language Skills: Spanish, written and spoken

Summary of Qualifications

Departmental Leadership, Vision, and Supervision

Provided direct leadership as associate dean in multiple functional areas in student affairs, admissions, course placement, K12 and university partnerships, advising, tutoring, disability services, student records, transfer student services, Trio Upward Bound, Trio Educational Talent Search, LGBTQ services, and basic needs support

Provided direct leadership as director of a department in 4 different functional areas of international student services, admissions, financial aid, testing center, as well as in residential life, conduct and Title IX

Researched and developed campus-wide Strategic Enrollment Management plans as well as departmental longitudinal plans, work plans, and strategic plans

Lead institution through enrollment struggles of COVID-19 pandemic resulting in increase in new applications and admissions to the college

Developed and lead the Behavioral Intervention Team using national best practices to guide the work

Experienced supervisor, with over 12 years of experience, of professional and para-professional staff

Review the effectiveness of policies, procedures, and practices, re-designing when necessary

Student Enrollment, Retention, and Success

Lead Campus Enrollment Team focused on creating and implementing enrollment strategies for new and continuing students

Implemented a new student admissions process to include direct, pro-active outreach to prospects and admits

Member of Campus Retention Team focused on creating and implementing strategies to improve student retention

Created active, engaged retention strategy within department looking holistically at student experience

Reviewed and revised program manuals to ensure equitable treatment of students and a transparent academic experience

Facilitation and Training

Provided strategic vision for leadership training for professional and para-professional staff

Developed, executed, and evaluated Strengths-based staff training for staff in multiple functional roles

Created an innovative hybrid training program that combined on-line, in-class, and experiential learning

Facilitated training on topics such as: social and racial justice, diversity, value and identity training, and team development

Provided training to staff on mediation techniques using culturally sensitive techniques

Commitment to Diversity, Equity and Inclusion

Review and revise policies from an equity lens to focus on identifying who policies aren't serving

Lead departments through work plans to research how diverse students are being served by their departments

Served as a member of Title IX team, reviewing, investigating, and adjudicating allegations of violations of Title IX policies

Provided training on topics of intercultural conflict, communication, and microaggressions

Served as a member of the Bias Incident Response Training, and coordinated facilitated community-impact circles

Consistently engage in on-going professional development on topics on diversity, equity, and inclusion

Professional Experience

System Director for Strategic Enrollment Management

March 2023 - Present

Minnesota State Colleges and Universities

St. Paul, MN

- Monitors national developments and effective practices in the strategic enrollment management field and recommends effective/high impact practices in program content, operations and work procedures related to strategic enrollment management so that programs throughout the system are operated with greater effectiveness/efficiency and promote student access, success, inclusion, and equity
- Provide leadership for identifying enrollment management reporting gaps with the Center for Data Access and Analytics and develop recommendations for new data reports and predictive analytic tools to support strategic enrollment management planning
- Direct the development of a consistent planning data and information set that is compiled centrally and made available to each campus on an annual basis. The data information includes: competitive market analysis, regional workforce needs analysis, demographic and employment forecasts, and degree production across sectors
- Collaborates with system office marketing and communications for the creation of system marketing and promotion campaigns that are aligned with campus-based enrollment management messaging campaigns
- Works closely with the associate vice chancellor of student affairs and enrollment management to implement strategic enrollment management work plan initiatives
- Provides advice, analysis, and support to the associate vice chancellor for the coordination of strategic enrollment management legislative efforts
- Provide leadership and serves as a resource for campus administrators and campus staff regarding strategic enrollment management initiatives. Convenes a system-wide enrollment management community of practice
- Develop and lead system-wide professional development seminars, training sessions for enrollment management leadership on strategic enrollment management to support enrollment-forecasting, improvement of student learning and student success strategies

Associate Dean of Enrollment Management

July 2019 – March 2023

Century College

White Bear Lake, MN

- Provided leadership and management of, admissions, course placement, K12 and university partnerships, advising, tutoring, disability services, student records, transfer student services, Trio Upward Bound, Trio Educational Talent Search, LGBTQ services, and basic needs support
- Implemented changes to the new student enrollment process that resulted in an increase of over 1,200 applications between Fall 2019 to Fall 2022
- Implemented campus-wide enrollment strategies to mitigate anticipated enrollment losses during the COVID-19 pandemic
- Lead departments through equity review of services
- Oversaw a budget of over \$3 million annually
- Lead campus efforts on partnerships with K-12 and Adult Basic Education
- Collaborated throughout campus community on how to engage in enrollment management work
- Evaluated processes and procedure to reduce barriers and increase success for diverse populations of students

Director of One Stop Services

August 2017 - July 2019

Saint Paul College - A Community & Technical College

St. Paul, MN

- Provided leadership and management of the One Stop, encompassing admissions, financial aid, registration, records, and photo ID, to over 25,000 guests/students annually, provided high quality, culturally relevant customer service
- Reviewed campus policies and practices to align with a new model for student services
- Built the One Stop through a process of building buy-in throughout the campus community
- Supervised a staff of 11 professional staff members (MAPE and AFSCME) and 6 para-professional staff
- Implemented the International Student Services program for the College
- Managed departmental budget and contract negotiation
- Served as a member of the College Leadership Team, providing feedback on campus-wide continuous improvement
- Worked collaboratively with campus partners in both academic and student affairs to improve the recruitment and retention of a diverse student body

Director of Student Conduct and Title IX Coordinator

January 2016 - August 2017

Saint Paul College - A Community & Technical College

St. Paul, MN

- Provide leadership and management of the Code of Student Conduct, adjudicating all conduct cases

- Develop conduct policies and procedures, focusing on Implementing equitable and transparent policies
- Created and lead the Behavioral Intervention Team by collaborating with a cross-campus and cross-functional team of professionals
- Lead training for faculty and staff on issues of students in crisis
- Mentor staff and faculty as they navigate through complex and/or ambiguous student issues
- Serve as the Title IX Coordinator - overseeing gender-equity Inside and outside of the student classroom experience
- Managed departmental budget and contract negotiation
- Trained and experienced 1B.1 and 1B.3 Investigator
- Grant Management for grant activity within the Student Affairs division
- Interim lead of the Equity and Inclusion training group - leading 10 professionals through facilitation skill development training
- Edit the College Catalog and Handbook, ensuring that the information provided to students is clear and consistent

Area Coordinator

July 2014 – January 2016

St. Cloud State University, Department of Residential Life

St. Cloud, MN

- Supervised 4 professional staff and provided day-to-day guidance of the residential community
- Served as a core member of the Retention Team –developing and implementing a comprehensive retention strategy
- Developed and directed training for professional and para-professional staff to meet the needs of a diverse population
- Facilitated training on issues of social justice and diversity for professional and para-professional staff
- Executed crisis management protocol for community of over 2000, critically thinking through difficult situations
- Served as a member of the Sexual Assault Response Team and as a 1B.3 investigator

Interim Director of Residence Life

December 2013 – July 2014

Augsburg College, Department of Residence Life

Minneapolis, MN

- Provided direct family outreach and communication in coordination with Student Affairs division and Enrollment Management division
- Assessed student satisfaction and learning outcomes guiding departmental restructuring, facilities upgrades, and marketing techniques
- Coordinated with Disability Services in providing accommodations for students with ranging services and needs
- Provided oversight in 5.4 million revenue property management operation including rate development for Cabinet and Trustee approval
- Supervised 4 full-time employees in development of 5 residential communities and supervision of 45 student staff
- Served as a College hearing officer coordinating caseloads and supervising hearing officer case management

Residence Hall Director

January 2010 – July 2014

Augsburg College, Department of Residence Life

Minneapolis, MN

- Managed a community of over 300 diverse students, including mediating conflict between students and staff
- Adjudicate student conduct exceeding 100 cases annually
- Built an inclusive learning community, supported by staff and programming to ensure that students from diverse backgrounds are welcomed and supported during their academic program to support their retention and persistence
- Supervised, developed, and evaluated a student-staff of 15 students in a variety of roles
- Oversaw \$100,000 of budget allocations for department
- Created follow-up plan for academic alerts after conducting research on student retention and success at institution
- Produced advertisements as well as social media campaigns for community events and department initiatives
- Developed, executed, and evaluated strengths-based student-staff training for staff in 7 different functional roles
- Facilitated training on topics such as: student development, diversity, social justice, and team development
- Created an innovative hybrid training program that combined on-line, in-class, and experiential learning that meets learning outcomes of the department and prepares student workers to fully meet job expectations
- Simultaneously executed and maintained departmental projects such as: Student-Staff Selection and Recruitment, implementing inter-Group Dialogue; \$20,000 Student-Staff Training program for 50 members; Longitudinal Planning

Other Positions: Summer Residential Program Coordinator

May 2011 – August 2011

Residence Life Training Coordinator

May 2012 - July 2014

Practicum Intern

November 2012 – May 2013

Augsburg College, International Students and Scholars Services

Minneapolis, MN

- Researched and recommended emerging admissions markets for undergraduate, and graduate program expansion

- Audited the experience of international students from admissions to alumni focusing on improvements for the College
- Developed deeper working knowledge of F-1 and J-1 visa procedures

Study Abroad Program Co-Leader

Augsburg College, Augsburg Abroad

November 2010 – March 2011

San Salvador, El Salvador

- Assisted professor for *Religion and Vocation in El Salvador* in managing 15 student participants and group dynamics
- Engaged with students around a curriculum focused on social justice issues in the Civil War in El Salvador
- Counseled student to make meaning of their experiences abroad

Emerging Leaders Program Instructor

Augsburg College, Campus Activities and Orientation

August 2010 – July 2011

Minneapolis, MN

- Created and taught the coursework for a 10-week leadership class for 25 students from diverse backgrounds
- Implemented civic engagement requirement for course participants
- Engrained concepts of social justice into the curriculum

Intern

Century College, Student Life and Leadership Development

August 2009 – December 2009

White Bear Lake, MN

- Taught *Freshman Year Seminar* for 30 students and *The Leadership Institute* for 15 students with Associate Director meeting the needs of both traditional-aged and adult learners
- Co-Advised 20-member Student Senate and 10-member Planning Activities Committee
- Created over 30 Leadership publications for student body on topics such as ethics, mediation, and teamwork

Graduate Assistant

Ball State University, Multicultural Center

August 2008 – May 2009

Muncie, IN

- Planned, advertised, and executed programs that focused on cultural and racial diversity throughout campus and in residence halls
- Wrote CulturalTimes newsletter published 3 times a semester
- Prepared annual Awards Banquet and “Celebration of Women in the Arts”

Travel Director

Nacel Open Door Student Exchange

December 2006 – July 2007

Saint Paul, MN

- Oversaw travel for all J-1 and F-1 students in accordance with Department of State and CSIET regulations
- Provided training to host families and students upon arrival and Initiation of the program
- Supervised staff to assist the travel department

*Previous Position: Program Assistant**February 2005 – December 2006***Professional Activities**

Campus Policy Committee, Century College

September 2022-March 2023

Assessment for Course Placement Committee, Century College

September 2021-March 2023

Drop Policy Workgroup – Minnesota State

September-December 2022

Petition Committee, Chair, Century College

September 2021-July 2022

AACRAO Essentials of Enrollment Management Course

Fall 2020

Saint Paul College Retention Team

April 2017-July 2019

Luoma Leadership Academy/Chair Academy Graduate

July 2017-July 2018

Higher Learning Commission Conference Attendee

April 2018

Equity Trainer, Saint Paul College

August 2016-July 2019

Member, Developmental Education Work Group, Minnesota State

August 2016 - August 2017

Presenter, Conduct Summit, Minnesota State

June 2017

Member, Ramsey County Sexual Assault Protocol Team, Saint Paul College

January 2016 - August 2017

Mentor, Scholastic Connection, Augsburg College

October 2012 - May 2015

Green Dot, Sexual Violence Prevention Team, Augsburg College

July 2012 - July 2014

Anti-Racist Working Group, Augsburg College

June 2010 – July 2014

Creating an Inclusive Campus Conference Planning Committee, Augsburg College

Spring 2011

College American College Personnel Association, Institute on Social Justice

November 2010

Overcoming Racism Conference, Facilitating Racial Equality Collaborative

October 2010

Training the Trainer: Facilitating Cultural Change, One Umah Consulting

May 2010

Intercultural Development Inventory Participation

April 2010