

**Agenda**  
**Special Meeting of the City Commission**  
**Tuesday, February 21, 2023**  
**6:45 p.m.**  
**City Hall**

**CALL TO ORDER**  
**ROLL CALL**

**ITEMS OF BUSINESS**

1. Interview Candidates for the Vacancies on Boards and Committees
  - a. 6:45 Elizabeth-Ann Pandzich
  - b. 7:00 Ed Engman
  - c. 7:15 Ronit Wagman
  
2. Discussion of Candidates and Vacancies

**PUBLIC PARTICIPATION**

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

**ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING**

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Ethan Haan, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel(1-248-541-1180).



**AGENDA #2**



**MEMO**

**To:** City Commission  
**From:** Heidi Barckholtz, City Clerk  
**Date:** February 17, 2023  
**Subject:** Boards and Commissions Re-Appointment and New Appointments

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***New Appointments:***

**Elizabeth-Ann Pandzich** – Communication Advisory Committee

**Ed Engman** – Historic District Commission

**Ronit Wagman** – Anti Racism Advisory Committee

***Re-appointments:***

**Steven Behrmann** – Historic District Commission



JM 2/10/23

Parks + Rec  
ARAC

# Huntington Woods Citizen Interest Form



Name Ronit Wagman Date February 8, 2023

Address 26668 Huntington Road # Of Yrs. Residing in HW 7 as homeowner

Phone (248) 763-6474 Email ronit.wagman@gmail.com

Please read the descriptions of the City Boards, Commissions, and Committees in the Descriptions document. Please check which boards, commissions, or committees you'd like to be considered for. The City encourages all residents with diverse backgrounds and qualifications apply.

### Brief description of background and experience

I'm very interested in contributing to the civic life of Huntington Woods, and in helping to make our city a more diverse and welcoming place.

After graduating from Berkley High school and Syracuse University, I worked as a trade book editor for Penguin Random House, where I honed my skills as a storyteller and communicator and collaborated with many bestselling authors. I moved back to Huntington Woods in 2015 and currently work as an editorial consultant (clients include the late US Senator Carl Levin and WSU president M. Roy Wilson.)

I am the founder and administrator of the HW Parents Facebook page, which has facilitated a lot of interesting discussions between neighbors and made me aware of certain concerns. I spearheaded a gun safety group that is in talks with our superintendent about distributing gun safety literature to parents.

### Boards

→ See attached →

#### Arts & Garden Board

Please check the box you have interest in:

- Public Art
- Tree preservation
- Landscape architecture
- Event planning
- Culture
- Public beautification efforts

#### Board of Review

Please check the box you have interest in:

- Banking/Finance
- Property appraisal/assessing
- Real estate/development law

#### Construction and Property Maintenance Board of Appeals

Please check the box you have interest in:

- Architecture
- Building construction
- Engineering

#### Library Advisory Board

Please check the box you have interest in:

- Policymaking
- Public relations
- Library knowlege

**Parks and Recreation Advisory Board**

Please check the box you have interest in:

- Fitness
- Recreation
- Policymaking
- Public Relations

**Zoning Board of Appeals**

Please check the box you have interest in:

- Building Construction
- Land use planning
- Real estate
- Engineering
- Architecture
- Legal background

## Commissions

**Historic District Commission**

Please check the box you have interest in:

- Architecture
- Building construction
- Historic preservation
- Member of a preservation organization

**Planning Commission**

Please check the box you have interest in:

- Landscape architecture
- Civil Engineering
- Land use
- Real estate development

## Committees

**Anti-Racism Advisory Committee**

Please check the box you have interest in:

- Policy making
- Public engagement
- Understanding of equity and systemic racism

**Communication Advisory**

Please check the box you have interest in:

- Communications
- Public relations
- Social media
- Branding

**Environmental Advisory Committee**

Please check the box you have interest in:

- Environmental protection
- Conservation
- Recycling
- Sustainability
- Climate change

**Senior Advisory Committee**

Please check the box you have interest in:

- Aging conditions
- Grants/endowments
- Wellness programming
- Policymaking

**Heidi Brown-Barckholtz**

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**From:** SeamlessDocs <noreply@seamlessdocs.com>  
**Sent:** Wednesday, February 8, 2023 1:58 PM  
**To:** Heidi Brown-Barckholtz  
**Subject:** New Submission: Citizen Interest Form  
**Attachments:** Citizen\_Interest\_Form\_Yfr3SIMxxfryZ3wh.pdf



## New Submission

A new submission was received for the form below. Log into your Submission Manager to review and process it.

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<b>Form name</b>	Citizen Interest Form
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### Submission Details:

**textarea\_2n8**

I'm very interested in contributing to the civic life of Huntington Woods, and in helping to make our city a more diverse and welcoming place. After graduating from Berkley High school and Syracuse University, I worked as a trade book editor for Penguin Random House, where I honed my skills as a storyteller and communicator and collaborated with many bestselling authors. I moved back to Huntington Woods in 2015 and currently work as an editorial consultant (clients include the late US Senator Carl Levin and WSU president M. Roy Wilson.) I am the founder and administrator of the HW Parents Facebook page, which has facilitated a lot of interesting discussions between neighbors and made me aware of certain concerns. I spearheaded a gun safety group that is in talks with our superintendent about





emailed 2/9/23  
for interview  
VM 2/10/23

Communication  
& Historic  
Library Advisory  
Parks & Rec



# City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Ed Engman Date 2/8/2023  
Address 12709 Borgman Ave # Yrs. residing in City 36  
Home phone 248 543 4315 Cell phone 313 657 3312  
Email address ed.engman@att.net

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Brief description of background and experience (use back if needed)

City resident for over 36 years. Worked as Information Technology Project and Program  
See attached →

Return completed form to City Hall or email to [hbarckholtz@hwmi.org](mailto:hbarckholtz@hwmi.org)

**Budget Advisory Committee**

The Committee was established by the 2003 Ad Hoc Operational and Financial Advisory Committee as one of its recommendations to the City Commission. This Board is advisory in nature and is charged with the review of the City Budget. It meets during the annual budget preparation process. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Budgeting
- Public finance
- Policymaking

**Communication Advisory Committee**

The objective of this advisory Committee is to review different methods of communicating with residents and businesses in emergency and non-emergency situations and make recommendations on how to improve the City's communication effectiveness. The Committee will review both technological tools such as the City's website and social media platforms as well as non-technological tools such as the newsletter. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Communications
- Public relations
- Social media
- Branding

**Construction and Property Maintenance Board of Appeals**

The Board meets to aid residents who feel they cannot comply with the City and State Building Codes and to interpret the building codes. They meet as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Architecture
- Building construction
- Engineering

**Environmental Advisory Committee**

This Committee is the recycling and sustainability education advisory body to the City Commission. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Environmental protection
- Conservation
- Recycling
- Sustainability
- Climate change

**Ethics Committee**

The Ethics Committee is responsible for receiving requests for advisory opinions and hearing complaints concerning alleged unethical conduct by a City officer or employee. The Committee performs investigations as necessary and holds hearings based on findings of the investigation. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Public policy
- Ethics
- Labor Law

**Historic District Commission**

The Commission is charged with the responsibility of maintaining the City's historic resources within the Hill District and historic Rackham Golf Course in accordance with Public Act 169 of 1970 as needed. The Commission meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Architecture
- Building construction
- Historic preservation
- Member of a preservation organization

### Library Advisory Board

The Library Advisory Board serves in an advisory capacity to promote the growth and further development of the City Library. They review and make recommendations and policies concerning the use of the Library and Cultural Center for community activities. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Policymaking
- Public relations
- Library knowledge

### Parks and Recreation Advisory Board

The Board assists the Recreation Department to promote outstanding recreational programs and advises the City Commission on policy matters related to the operation of the Parks and Recreation department. They meet most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Fitness
- Recreation
- Policymaking
- Public relations

### Planning Commission

The Planning Commission is required by law to adopt and implement a Master Plan for the development of the City. It recommends zoning ordinance amendments, reviews site plans and evaluates changes that affect the character and development of the City. The Commission meets most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Landscape architecture
- Civil engineering
- Land use
- Real estate development

### Senior Advisory Committee

The Senior Advisory Committee was created to consider senior related issues and to advise the Recreation Department and the City Commission concerning such issues. The Committee meets once a month. Duties of the committee shall specifically include:

248 543 4315

**Cell phone**

313 657 3312

**Email address**

ed.engman@att.net

**Brief description of background and experience use back if needed**

City resident for over 36 years. Worked as Information Technology Project and Program Manager for past 30 years, working for EDS, IBM, DTE Energy, Kelly Services, and GTB (Ford Advertising Agency of Record). Graduated from Oakland University in 1982, MBA from Wayne State University, 1995. Lived in Shanghai, China for two years as part of job. Avid traveler and reader.

**Communication advisory committee**

X

**Socialmedia**

choice0

**Historic district commission**

X

**Library advisory board**

X

**parks and recreation advisory board**

X

View the submission and any attachments by following the link below and using this unique access code: Six0u657miqx7bTz



emailed 1/4/23  
JP

emailed 7/12/20  
JP  
\* Communications



# City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Elizabeth-Ann Pandzich Date 7.11.2022  
Address 25512 Parkwood Drive # Yrs. residing in City 4  
Home phone 248-404-0381 Cell phone 248-404-0381  
Email address eapandzich@yahoo.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Brief description of background and experience (use back if needed)

\_\_\_\_\_  
\_\_\_\_\_  
Happy to submit resume, the format of this document won't allow me to upload experience.  
\_\_\_\_\_  
\_\_\_\_\_

Return completed form to City Hall or email to [hbarckholtz@hwmn.org](mailto:hbarckholtz@hwmn.org)

**Budget Advisory Committee**

The Committee was established by the 2003 Ad Hoc Operational and Financial Advisory Committee as one of its recommendations to the City Commission. This Board is advisory in nature and is charged with the review of the City Budget. It meets during the annual budget preparation process. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

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- Public finance
- Policymaking

**Communication Advisory Committee**

The objective of this advisory Committee is to review different methods of communicating with residents and businesses in emergency and non-emergency situations and make recommendations on how to improve the City's communication effectiveness. The Committee will review both technological tools such as the City's website and social media platforms as well as non-technological tools such as the newsletter. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Communications
- Public relations
- Social media
- Branding

**Construction and Property Maintenance Board of Appeals**

The Board meets to aid residents who feel they cannot comply with the City and State Building Codes and to interpret the building codes. They meet as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- Architecture
- Building construction
- Engineering



# Elizabeth-Ann Pandzich

248-404-0381 ● [elizabethann.pandzich@microsoft.com](mailto:elizabethann.pandzich@microsoft.com) ● Twitter: @eapandzich

## Marketing ● Communications ● Leadership

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### Professional Objective

Energetic and collaborative professional, with more than a decade of experience in business strategy and communications.

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### Qualification Highlights

- Managed marketing communication programs for 14 years for Microsoft, 11 as a vendor and nearly 5 as a full-time employee, including media relations and experiential events at Worldwide Partner Conference (now Inspire), customer-facing events throughout Midwest, and third party sponsorships/relationships with key associations that attract our customers
  - More than a decade of business development experience for Airfoil Group, a leading technology marketing firm, including generating new business, creating internal and external communication policies, promoting customer-facing marketing activities, and developing thought-leadership programs on behalf of the agency
  - Shaped employee communication best practices, including social media training and adoption throughout the agency
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### Professional Experience

#### Microsoft, Midwest Region Marketing Manager, November 2017-present

- Oversees marketing activities across the region and in markets including Detroit, Cleveland, Indianapolis, and Pittsburgh.
- Integrates into LT, STUs, ATUs, and CSUs regular rhythm of business to ensure each team is aware of marketing activities, as well as confirming these activities align to sales objectives
- Analyze data to validate marketing activities are held in the right market and are targeting the appropriate customers in the correct moment within their implementation
- Collaborates with region's key partners to help strengthen Microsoft's message to customers, and raise the partners' profile within the region
- Ensures each solution area is represented in events and customer-facing content to help drive adoption, implementation, and growth of Azure, Dynamics 365, and M365
- Implements and manages key sponsorships in the region that help attract new customers, engage with current customers, and win the hearts/minds of developers
- Trains regional sales team on social selling best practices, and how to engage customers via social media channels, as well as new marketing dashboards (Marketing Insights, MSX Content) to showcase where customers are in their sales /engagement journey

#### Airfoil Public Relations and Marketing, Account Director, January 2006 to October 2017

- Created annual communications plans and managed executive communications for Microsoft, and other clients including Delphi Automotive, TechSmith, and Faurecia, including media relations outreach, long-form content (white-papers, blogs, etc.), and social media handles
  - Trained myriad of Microsoft groups and executives on media relations best practices and social media presence, including Microsoft OEM, Microsoft Partner, and Microsoft EPG/SMS&P
  - Held position on the agency's sales and leadership team, driving new business strategy, ensuring sales goals are met, creating campaigns to reach new business targets, attract new talent, and promote Airfoil in online, print and social media
  - Led internal communication process and policies, setting best practices and standards for meetings, trainings, and how employees should represent the agency
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**Education**

**Wayne State University**, PhD student, Organizational Communication, 2015-2021

**Wayne State University**, Master of Arts, Communication with an emphasis on Public Relations, graduated May 2007

**Michigan State University**, Bachelor of Arts, Communication with a specialization in Public Relations, graduated May 2001

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