



CITY OF MELROSE
PUBLIC SERVICE COMMITTEE
AGENDA • SEPTEMBER 20, 2021

Web-based remote meeting
, Melrose, MA 02176

Committee Meeting

6:20 PM

The public should take notice that the Melrose City Council may, on certain occasions, have a quorum in attendance due to standing committees of the City Council consisting of both voting and non-voting members. Members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the standing committee.

I. CALL TO ORDER

John N. Tramontozzi	Chair
Shawn M. MacMaster	Vice Chair
Maya Jamaledine	Voting
Mark Garipay	Voting
Cory Thomas	Voting
Christopher Cinella	President, ex officio

Motion: statement of remote meeting information

Pursuant to the suspension certain provisions of the open meeting law, this meeting of the Public Service Committee will be conducted via remote participation to the greatest extent possible. We will post a comprehensive record of these proceedings as soon as possible after the meeting on the City of Melrose website and on MMTV/ mmtv3.org. The public can find online access instructions to view this meeting at www.cityofmelrose.org/remote-meetings

II. PUBLIC COMMENT

III. ORDERS

1. **ORDER-2022-12** : Appointment of Chris Redfern. 2 Spear St., to the Conservation Commission; said term to expire on the last day of February 2024.

Offered by: Mayor Paul Brodeur

From: City Council

ASSIGNED TO COMMITTEE

IV. ADJOURNMENT

Christopher F. Redfern

Professional Experience

Executive Director

Friends of the Middlesex Fells Reservation, Melrose, MA

(2019-present)

- Developed multi-year Sustainable Fells Campaign to address pressing conservation needs at the Fells, including invasive species management and reducing rogue trails for wildlife.
- Established a Fells Caucus of elected officials representing Fells-adjacent communities to effectively lobby for additional financial support and greater environmental protection.
- Led 18 nonprofit organizations in a campaign to oppose the introduction of class 1 electric bicycles on all DCR natural surface trails currently open to traditional bikes (ongoing)
- Led the board and staff in strategic planning that resulted in new strategic priorities, vision, and mission.
- Improved fundraising operations and developed new several funding relationships, doubling the operating budget in less than 24 months.

Executive Director

San Diego Audubon Society, San Diego, CA

(2006-2019)

Program and staff development

Developed partnerships with non-profits, local government, state agencies, federal agencies, and other funders to protect endangered species, improve and expand habitat for wildlife, and deliver outdoor science education programs.

- Developed a conservation program to address endangered species, habitat protection, wetlands restoration, and grassroots advocacy, now with two full-time staff
- Developed an education program that annually delivers more than 3,500 outdoor nature lessons, implemented by two program staff and ten naturalists
- Established new revenue streams to support sustainable staffing levels at two San Diego Audubon-owned wildlife sanctuaries
- Grew annual budget to support the addition of volunteer management, communications, development, and office administration staff
- Oversaw dramatic growth of the San Diego Bird Festival, now one of the largest birding festivals in the United States
- Staffing structure includes coordinator, manager, and director-level positions

Strategic Planning and Board Development

- Led the board, staff, and volunteers in strategic planning to develop organizational vision and key strategies
- Aligned fund development, staffing, and programs to the strategic plan
- Led annual board and staff retreats to strengthen teamwork, solve organizational problems, and promote professional growth and development
- Established governance committee to address board composition and training
- Established finance committee to oversee investment and spending policies
- Led diversity, equity, and inclusion team

Fund development and financial management

Grew a mostly all-volunteer organization with a budget of \$125,000 to a dynamic and respected local conservation nonprofit with revenues of \$950,000.

- Lead a team responsible for securing more than \$3 million in grant awards to date; grant-based partnerships currently comprise \$300,000 of annual income
- Developed a major gifts program that in five years grew from less than \$5,000 in gifts to more than \$100,000 annually
- Lead cultivation of planned gifts, resulting in an increase of endowment funds from \$500,000 to more than \$3 million in the past five years
- Oversee endowment and other financial assets exceeding \$5 million
- Responsible for financial control of the organization, including managing the annual budgeting process and monitoring ongoing financial performance
 - Led six-fold increase in revenues while ensuring that budget-to-actual variances averaged less than 5% in the past ten years
 - Maintained cash reserves equal to six months of operating expenses over the past ten years

Office Manager/Volunteer Coordinator

San Diego Audubon Society, San Diego, CA

(2005-2006)

- Upgraded donor management software to increase efficiency and reporting capabilities
- Streamlined office operations and developed volunteer capacity

Sales and Marketing Manager

Alert Management Systems Corporation, Colorado Springs, CO

(1990-2005)

Responsibilities included business planning, marketing strategy and content development, staff recruitment and training, and website design.

Related Board Experience

Audubon California Board of Directors (2008-2016)

- Worked with senior management team to draft business plans
- Advanced legislative priorities for statewide environmental issues
- Chaired chapter committee and supported establishment of a staffed chapter network

San Diego Children and Nature Collaborative (2009-2011)

- Founding board member
- Secured more than \$50,000 in start-up funding to initiate local programming

Recent Committee & Volunteer Service

Mentor, University of San Diego's Outdoor Leaders Initiative (2019)

Member, Mission Bay Park Committee, Mission Bay Park Improvement Fund Oversight Committee (mayoral appointment) (2019)

- Advise the Park and Recreation Board, Mayor, and City Council on policy issues relating to the acquisition, development, maintenance, and operation of Mission Bay Park
- Oversee allocation of funds to restore wetlands, wildlife habitat, and other natural assets

National Audubon Society – Network Leadership Team (2016-2018)

- Developed business-to-business standards of communication and conduct to enhance collaboration between large urban chapters and National Audubon Society programs

Education and Selected Professional Development

Principia College, Elsah, IL
BA, English – Graduated with Honors

University of San Diego's Nonprofit Institute – Program Design Academy (2019)
Lilly Family School of Philanthropy's Fundraising School – Principles and Techniques (2005)
Lilly Family School of Philanthropy's Fundraising School – Major and Planned Gifts (2005)

July 27, 2021

Mayor Paul Brodeur
Melrose City Hall
562 Main Street
Melrose, Massachusetts 02176

Dear Mayor Brodeur,

I'm writing to express interest in joining the Melrose Conservation Commission and have attached a resume for your consideration.

With more than 15 years of professional experience in the nonprofit conservation field, I have a strong environmental ethic and a desire to serve the City of Melrose in protecting our City's natural resources and safeguarding our wetlands.

Please let me know if any additional materials are needed to confirm my interest in this appointment.

Best,



Chris Redfern
2 Spear St
Melrose, MA 02176