

Medina Message

A Quarterly Newsletter of the City of Medina

www.ci.medina.mn.us

Summer 2006

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2052 County Road 24, Medina MN 55340

www.ci.medina.mn.us

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Mon-Fri 8 a.m. - 4:30 p.m.

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Fax763-473-9359
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non-emergency 763-473-9209

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Osseo, MN 55369
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Chad M. Adams....763-473-4643
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chad.adams@ci.medina.mn.us

City Council Meetings
First & third Tuesday of each month at 7:00 p.m.

Planning Commission
Tom Crosby, Chair
Doug Dickerson
Marilyn Fortin
Steve Jacobson
Sharon Johnson
Jeff Pederson
Mary A. Verbick

Planning Commission Meetings
Second Tuesday of each month at 7:00 p.m.

Park Commission
Randy Hughes, Chair
Galen Bruer
Gerald Dykoff
Tom Gregor
Madeleine Linck
Robin Reid
Ann Thies

Park Commission Meetings
Third Wednesday of each month at 7:00 p.m.

Newsletter Editor
City Administrator
Chad M. Adams

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Sign Up Now For Utility Direct Payment Plan

City water, sewer and recycling customers can now pay utility bills from checking or savings accounts automatically. City Hall is beginning to have a number of customers sign up for this service, which is **available at no additional cost!**

Q. How do you sign up?

A. Simply complete and return an authorization form and include a voided check (for checking accounts) or a deposit slip (for savings accounts) to City Hall. The authorization form may be mailed to you, picked up, or downloaded on the City's website.

More information pertaining to the Direct Payment Plan is available on the authorization form. If you have any questions, please contact Laura Sulander or Jeanne Day at City Hall, (763) 473-4643.

Medina Celebration Day
Saturday, September 23rd, 4:00 p.m.-8:30 p.m.
Community Building & Hamel Legion Park
3200 Mill Drive

What is Medina Celebration Day?

- ▶ The City of Medina and the Volunteer Committee are sponsoring Medina Celebration Day to involve the residents, businesses, and civic groups of Medina. This event is dedicated to coming together as a community to celebrate Medina's past, present, and future.
- ▶ Businesses, civic organizations, and neighborhood associations are encouraged to be involved in the event.

What will be at Medina Celebration Day?

- ▶ The event will start in the morning with an open recreational softball tournament. Businesses and residents can sign up at the Medina Police Department.
- ▶ Local food & beverage vendors will be available for sale beginning at 4:00 p.m.
- ▶ The Hamel Legion Park, games, and other attractions will be made available for children starting at 4:00 p.m.
- ▶ Businesses & organizations will display and demonstrate their role in Medina and/or educate visitors about the City of Medina and area, starting at 4:00 p.m.
- ▶ The evening will end with fireworks at 8:00 p.m. provided by donations from Medina businesses and residents.
- ▶ If you are interested in participating, donating, or have questions, contact Jodi or Dusty at (763) 473-4643.



City Calendar

- ▶ **4th** Mon—City Offices Closed (Holiday)
- ▶ **5th** Tues—City Council 7:00 pm
- ▶ **11th** Mon—Comprehensive Plan Open House 7:00 pm @ Community Building
- ▶ **12th** Tues—Primary Election Day @ City Hall
- ▶ **13th** Wed—Planning Commission 7:00 pm
- ▶ **14th** Thurs—Recycling Day
- ▶ **19th** Tues—City Council 7:00 pm
- ▶ **20th** Wed—Park Commission
- ▶ **21st** Thurs—Open Space Task Force 6:30 pm
- ▶ **23rd** Sat—Medina Celebration Day 4:00 pm—8:00 pm @ Community Building & Hamel Legion Park
- ▶ **26th** Tues—Comprehensive Plan Open House 7:00 pm @ Community Building
- ▶ **28th** Thurs—Recycling Day

September

- ▶ **3rd** Tues—City Council 7:00 pm
- ▶ **9th** Mon—City Offices Closed (Holiday)
- ▶ **10th** Tues—Planning Commission 7:00 pm
- ▶ **11th** Wed—Comprehensive Plan Open House 7:00 pm @ Community Building
- ▶ **12th** Thurs—Recycling Day
- ▶ **17th** Tues—City Council 7:00 p.m.
- ▶ **19th** Wed—Park Commission 7:00 pm
- ▶ **24th** Tues—Comprehensive Plan Open House 7:00 pm @ Community Building
- ▶ **26th** Thurs—Recycling Day

October

- ▶ **7th** Tues—General Election
- ▶ **8th** Wed—City Council Meeting 7:00 pm
- ▶ **9th** Thurs—Recycling Day
- ▶ **10th** Fri—City Offices Closed (Holiday)
- ▶ **14th** Tue—Planning Commission 7:00 pm
- ▶ **15th** Wed—Park Commission Meeting 7:00 pm
- ▶ **21st** Tue—City Council Meeting 7:00 pm
- ▶ **23rd** Thurs—City Offices Closed (Holiday)
- ▶ **24th** Friday—City Offices Closed (Holiday)
- ▶ **24th** Friday—Recycling Day (*Note Day Change*)

November

▶ All meetings at City Hall unless otherwise noted.
▶ Meeting agendas on web site when available.

General Planning

2010-2030 Comprehensive Plan—Open Houses

Two topics remain for the Comprehensive Plan Open Houses this fall. The City is collecting input from residents and business owners at the Open Houses, which will assist future decision makers in designating for future growth areas and land use in the community.

TOPIC #5—Forecasting and Population

- ▶ Monday, September 11th, 7:00 pm—9:30 pm; or,
- ▶ Tuesday, September 26th, 7:00 pm—9:30 pm

TOPIC #6—Rural Planning Issues and Natural Resources

- ▶ Wednesday, October 11th, 7:00 pm—9:30 pm; or,
- ▶ Tuesday, October 24th, 7:00 pm—9:30 pm

All meetings are being held at the Community Building, 3200 Mill Drive.

Missed a Meeting?

- ▶ The Lake Minnetonka Communications Commission is videotaping and airing the meeting presentations. Please check your local Mediacom local government channel for airing times, or visit the LMCC website at www.lmcc-tv.org for the airing schedule. If you do not receive Mediacom service, the City Office has DVD's and videotapes available for checkout at no expense.
- ▶ Also, slide presentations, maps and other information pertaining to the Comprehensive Plan are included on the City's website.

City staff contact for the meetings is City Planner Rose Lorsung, who can be reached at (763) 473-4643.

Planning Department Land Use Review Update

The following is a list of recent planning action items taken by the Planning Commission and City Council:

- ▶ **Pool Fence Ordinance**—The City Council approved changes to the Swimming Pool ordinance on May 16, 2006 reducing required pool fence height to 4' and adding the option of an ASTM approved automatic pool cover instead of fencing.
- ▶ **Soils Survey Ordinance**—The City Council approved changes to the subdivision ordinance on July 18, 2006. The changes require the newest soils data from Hennepin County instead of the older data set. The change did not change the actual soils that are suitable and unsuitable.
- ▶ **Tree Preservation Ordinance**—The City Council approved a Tree Preservation ordinance on August 2, 2006. The Ordinance requires replacement of significant trees that occurs outside of an exempted building area on each lot.
- ▶ **Sign Ordinance**—The City Council approved changes to sections of many zoning ordinance on August 2, 2006. The changes gathered all regulation regarding signage into one area of the code and clarified definitions.
- ▶ **Preliminary Plat Approvals**—The City Council approved preliminary plats for properties at: 922 Highway 55 on June 20, 2006; 2492 and 2520 Willow on July 18, 2006;
- ▶ **Final Plat Approvals**—The City Council approved final plats for properties at: Spring Hill Country Club on May 2, 2006; 2845 Ardmore on May 16, 2006; 2275 Cox on May 16, 2006; and 922 Highway 55 on August 15, 2006.
- ▶ **Variance Approvals**—The City Council approved a side-yard setback variance at 400 Navajo Road on August 15, 2006. The Council also approved a variance from the septic system wetland setback at 485 Vixen on June 20, 2006.

Upcoming Application Review or Items in September:

- ▶ **Land Use Applications**—The City Council will review a shoreland setback variance request at 2845 Lakeshore, a right-of-way vacation at 600 Shawnee Woods, and a preliminary plat at 2910 Parkview on September 5, 2006; the Planning Commission will review a conditional use permit for a cemetery at 3365 Hwy 55, a site plan and outside storage variance for Loram at 3900 Arrowhead on September 13, 2006 (please note meeting change to Wednesday because of the Primary Election).
- ▶ **Proposed Ordinances**—The City Council is reviewing a proposed cemetery ordinance on September 5, 2006 and the Planning Commission will review an ordinance reducing setbacks in the Rural Residential zoning district for lots less than five acres in size on September 13, 2006 (please note meeting change to Wednesday because of the Primary Election).

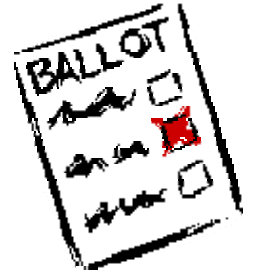
Please contact City Hall at (763) 473-4643, or via e-mail at rose.lorsung@ci.medina.mn.us for more information.

General Information

2006 Primary and General Election Information

Election season is fast approaching! Please use the following information for your reference:

- ▶ **Primary Election: Tuesday, September 12, 2006. Polls open 7:00 a.m. – 8:00 p.m.**
- ▶ **General Election: Tuesday, November 7, 2006. Polls open 7:00 a.m. – 8:00 p.m.**
- ▶ **Polling place for all Medina residents is City Hall (2052 County Road 24).**



Municipal Elections

The City of Medina will have three positions on the ballot during the November General Election. The Mayor (2 year term) and two City Council (4 year terms) positions are at-large positions, representing all Medina residents.

Persons interested in running for these offices may file at City Hall. The filing period opens at 8:00 a.m. on August 29, 2006 and closes at 5:00 p.m. on September 12, 2006.

Absentee Voting

Minnesota law allows for a person to apply to vote by absentee ballot if they are unable to vote in person on election day because they are: 1) absent from home precinct; 2) ill or disabled; 3) an election judge serving in a precinct other than their own; or 4) unable to go to polling place due to a religious observance or belief.

Residents may contact City Hall to obtain an absentee application, and also may stop by City Hall during regular business hours to fill out absentee materials. Additionally, City Hall will be open from 10 a.m. to 3 p.m. on Saturday, September 9th and Saturday November 4th for absentee voting.

Please contact Election Coordinator Dusty Finke at (763) 473-4643 or dusty.finke@ci.medina.mn.us for further information.

Official City Legal Newspaper Available at Hamel Post Office

The City's Official legal newspaper, the *South Crow River News* is now available at the Hamel Post Office. City of Medina public notices and postings are included in the legal section of the newspaper. The newspaper also includes other Medina news, updates and special interest stories.

Community Survey Update Results To Be Publicly Presented on September 19th

The recent community survey distributed to Medina households and businesses is presently going through the data collection and analysis stage. The final results of the survey will be presented publicly at the Tuesday, September 19th City Council meeting.

The survey results will also be posted on the City of Medina website after the presentation is held.

Help Wanted: Recording Secretary

The City of Medina is accepting proposals for recording secretary services at the Medina Planning Commission meetings. The Commission meets every second Tuesday of each month.

A scope of services is available at City Hall or on the City's website and should be reviewed before proposals are submitted.

If interested, proposals should be provided through a cover letter to City Administrator Chad M. Adams. The cover letter should address desired level of compensation through either a contracted service or part-time employment.

Proposals will be accepted until the City Council approves a contract or appointment.

Council to Discuss Preliminary Tax Levy on September 5th

The City is required to set a preliminary tax levy for 2007 payable taxes by September 15th. The Council will be discussing a proposed levy at the September 5th Council meeting.

After setting the preliminary levy, the Council may choose to reduce (but not increase the levy) during the final Truth In Taxation hearings in December.

The City's current tax rate is 16.03% and the Council has stated their desire in budget work sessions to not increase that rate. Discussions will also be held on September 5th relating to the actual budget increase, fund reserves, and prioritized 2007 projects.

Public Safety & General Info.

Uptown Hamel Public Improvements

During the recent August 15th City Council meeting, the Council authorized preparation of a proposed assessment for public improvements recently completed in the Uptown Hamel Area. Notices will be sent to affected property owners and should be received in the end of August. The public hearing for the assessment will be held on Tuesday, September 19th at 7:15 p.m.

A little background:

- ▶ In November 2004, the City held a public improvement hearing for "Phase I" of public improvements in Uptown Hamel that consisted of storm sewer improvements, as well as improvements to Sioux Drive and Mill Drive.
- ▶ Future possible assessments for the improvements were discussed at the November hearing as well as other past and subsequent Council meetings.
- ▶ The City also established a Tax Increment District in May 2004 that will help support the financing of the public improvements.
- ▶ The contracted cost of the "Phase I" improvements is \$961,386.

The improvements to be assessed against the benefited properties is \$481,486. The remaining \$479,900 is to be financed through TIF over the next several years through new tax increment created in the district, resulting from development or market value increases. If tax increment revenues become sufficient, the Council will review annually and consider relieving assessments.

The City Council also discussed "Phase II" of the public improvements, which involves the reconstruction of Hamel Road (generally from Hunter Road to Brockton Lane). "Phase II" would incorporate a pedestrian friendly design with decorative street lights, sidewalks, etc. A feasibility report will be undertaken in January 2007 to begin outlining details of the improvements. Authorizing the plans and specifications for the project would occur in Fall 2007, upon Council approval. Actual improvements to Hamel Road would then occur in summer 2008.

In addition to the assessment hearing, the Council will also entertain comments on a structural "Gateway" sign for Uptown Hamel and options for increased marketing for the area.

County Road 19 Trail

The Medina Park Commission is soliciting public comment at their September 20th meeting on the location of a regional bike trail along County Road 19.

The off-road trail will generally be located on the east side from Trunk Highway 55 south to Maple Street. A few options then include the trail continuing on the east side through Baker Park; or, crossing under CR 19 on the west side and connecting again with the park near the Park boat ramp area.

The public hearing will begin at 7:00 p.m. in City Hall.

False Alarms

The City of Medina advises residents and businesses to maintain alarms in proper working condition. If a false alarm occurs, the City will not charge for the first occurrence within a calendar year.

However, if a second false alarm occurs, the City will charge a \$25.00 fee. For a fire alarm, the fee is \$100 for first occurrence. The fees raise with subsequent false alarms.

Police Tips

Auto Theft Prevention

The easiest way to keep your vehicle from being stolen is to lock all the doors, roll up the windows, and remove the keys. Please remove all valuables or keep them out of sight. If you see any suspicious activity, please call 911 immediately. You are also our eyes and ears in assisting to apprehend these criminals.

Pedestrian Safety

Each year, more pedestrians are killed in traffic accidents. Heavier traffic levels and lack of sidewalks are two dangers faced by pedestrians. The following tips help make your journey safer: Cross intersections carefully (stop & look both ways), respect traffic lights, pay attention, walk on the shoulder facing traffic, wear reflective clothing, & supervise/teach children about safe walking.

Kids & Cares – How to be Safe

Never leave your child alone or let them play inside a vehicle. Temperatures (hot or cold) can reach deadly levels in minutes. Children left alone in cars are potential targets for child abductors. Always keep the car keys out of your children's reach. If your child is ever locked inside your vehicle, call 911 immediately.

RECYCLE: "At your Curb"

- ▶ Every other Thursday
- ▶ Recyclables picked up:
 - ▶ All paper items mixed
 - ▶ All glass & plastic bottles, and cans mixed
 - ▶ Cardboard bundled
- ▶ Set out by 7 a.m.



All residents pay for this convenient service. It makes sense to take full advantage "At Your Curb" every other Thursday.

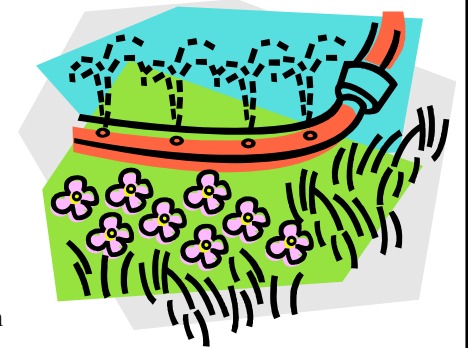
Information 952-476-0012, or Visit Medina's Web Site at www.ci.medina.mn.us

Transportation & Public Works

Lawn Irrigation with Water Conservation in Mind

Municipal water systems are typically able to produce two to three times the water necessary to meet normal daily water demands. However, when communities see long periods of dry weather conditions, as experienced recently in Medina, peak water demands can quickly reach the community's production capacity. During these dry periods, roughly sixty percent of the total water usage can be attributed to lawn sprinkling. Many area communities have begun to enforce water bans in an effort to conserve water and to ensure that they will be able to meet their daily peak demands.

While the City of Medina is not implementing watering restrictions at this time, it may be necessary to do so if the peak daily water demands continue to increase. The following tips include methods to reduce seasonal peak demands caused by lawn watering.



- ▶ Avoid over-watering lawns. About one inch of water per week, including precipitation is adequate for maintaining a healthy lawn. Too much water will discourage deep root growth, thereby weakening your lawn's root system. Additionally, allowing the soil to dry between watering will allow the roots to grow to greater depths and help make turf more drought tolerant. A can or rain gauge can be used to measure the amount of water supplied by your sprinkling system and by rain events.
- ▶ Water your lawn in the early morning or early evening, when there is generally less wind and heat. Watering during these times provides for less evaporation, greater penetration into the soil, and less runoff.
- ▶ Adjust sprinklers to water only grass areas and not impervious surfaces such as streets, driveways and walkways. Also, a properly adjusted sprinkler head should spray large droplets of water instead of a fog of fine mist, which is more susceptible to evaporation and wind drift.
- ▶ Mow grass to a height of at least three inches. Taller grass shades the roots and soil surface, which helps reduce the amount of water lost to evaporation.
- ▶ Check your irrigation system weekly to make sure everything is working properly. A clogged sprinkler head or damaged line can wreak havoc on a lawn, and its accompanying water bill.
- ▶ Adjust your irrigation system as the weather changes or install a shutoff device that automatically detects rain. These detection devices are inexpensive and allow property owners to take full advantage of rain, thereby reducing money spent on irrigation.

Water Treatment Facility

The City of Medina will be sending a notice to all Hamel Water System users in coming weeks that will provide details on the new water treatment facility and its impact on water quality for the system. The facility is expected to be completed in the next three to five weeks.

The treatment facility will reduce levels of radium and gross alpha in accordance with a federal mandate, as well as remove iron and manganese for aesthetic improvements.



Water Rate Study

The City is currently in the process of updating a water rate analysis as it corresponds to the City's demand for water services, operational costs, and needed future infrastructure. The study is expected to be completed in September and will help determine the setting of water user rates and development connection fees in the next several years.

Wood Mulch Available Through September 8th

The City's wood mulch pile will be available to Medina residents at no expense until Friday, September 8th.

If you are interested in receiving a load or two of the mulch, please drop off a note or send a fax to City Hall (763) 473.9359, with the following information:

- ▶ Your Name, Address, Daytime Phone Number
- ▶ Map/Drawing showing where you want the mulch dumped on your property.

For smaller projects/needs, you may also pick up mulch at the City brush pile, located behind the Public Works Garage.