

# Medina Message

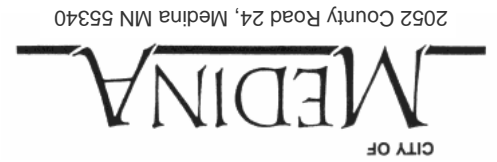
A Quarterly Newsletter of the City of Medina

www.ci.medina.mn.us

Fall 2005

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CITY OF **MEDINA**  
2052 County Road 24, Medina MN 55340  
www.ci.medina.mn.us

**City Hall Office Hours**

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

**Telephone Numbers**

City Hall ..... 763-473-4643  
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Police emergency ..... 911  
non-emergency..... 763-473-9209

**Official Newspaper**

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Joe Cavanaugh.....763-473-3828

**City Administrator**

Chad M. Adams....763-473-4643  
e-mail:  
chad.adams@ci.medina.mn.us

**City Council Meetings**

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

**Planning Commission**

Dick Picard, Chair  
Tom Crosby  
Doug Dickerson  
Marilyn Fortin  
Leonard Leuer  
Tom Supel  
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  
Brad Kvanbek  
Robin Reid

**Park Commission Meetings**

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

**Upcoming Events and Activities**

- ▶ **15th** Tues—City Council 7:00 pm (@ Community Building)
- ▶ **16th** Wed—Park Commission meeting (@ Community Building)
- ▶ **24th & 25th**—City Hall Closed (Holiday)
- ▶ **25th** Fri—Recycling Day (note day change)

November

- ▶ **5th** Mon—Truth In Taxation Public Hearing—6:00 pm (@ Community Building)
- ▶ **6th** Tues—City Council 7:00 pm (@ Community Building)
- ▶ **8th** Thurs—Recycling Day
- ▶ **13th** Tues—Planning Commission 7:00 pm (@ Community Building)
- ▶ **15th** Thurs—Rural Residential Task Force Open House 6:00—9:00 pm (@ Community Building)
- ▶ **22nd** Thurs—Recycling Day
- ▶ **20th** Tues—City Council Meeting 7:00 pm (@ Community Building)
- ▶ **21st** Wed—Park Commission Meeting 7:00 pm (@ Community Building)
- ▶ **26th** Mon—City Hall Closed (Holiday)

December

- ▶ **2nd** Mon—City Hall Closed (Holiday)
  - ▶ **3rd** Tue—City Council Meeting 7:00 pm
  - ▶ **5th** Thurs—Recycling Day
  - ▶ **9th** Mon—Rural Residential Task Force Open House 6:00—9:00 pm (@ Community Building)
  - ▶ **10th** Tue—Planning Commission 7:00 pm
  - ▶ **16th** Mon—City Hall Closed (Holiday)
  - ▶ **17th** Tue—City Council Meeting 7:00 pm
  - ▶ **19th** Wed—Park Commission Meeting 7:00 pm (@ Community Building)
  - ▶ **19th** Thurs—Recycling Day
  - ▶ **28th** Sat—Uptown Hamel Skating Party (1-6 pm)
- ▶ All meetings at City Hall unless otherwise noted.  
▶ Meeting agendas on web site when available.

January

**Moratorium on Rural Residential Subdivisions**

The City Council recently instituted a moratorium on development for subdivisions within the rural residential zoning districts (RR, RR-UR, RR-2, RR-PUD) of Medina. The moratorium was approved for six months (through April 24th) and will have an affect on any application that has not received preliminary approval. A map of the rural residential areas are outlined on a map via the City's website: [www.ci.medina.mn.us](http://www.ci.medina.mn.us)

A task force consisting of staff, Council, Planning Commission, Park Commission and citizen representation has been appointed to review the City's existing ordinances to ensure they are consistent with the Comprehensive Plan and preservation of Medina's rural character.

Study issues include: Minimum width and depth of lots; setbacks; lot width for shoreline properties; minimum street frontage; ridgeline protection; tree protection; wetland protection; storm water management; conservation easements; cluster developments; and flexibility with density.

The Task Force will ultimately be responsible for drafting recommendations to the City's applicable ordinances. Meetings of the Task Force will be posted at City Hall and on the City's website. Interested citizens or parties may also attend one of two Open Houses on:

- ▶ Thursday, December 15, 6:00-9:00 p.m. @ Community Building
- ▶ Monday, January 9, 6:00-9:00 p.m. @ Community Building

If you have any questions pertaining to the moratorium or Task Force progress, please contact City Planner Rose Lorsung at 473-4643 or [rose.lorsung@ci.medina.mn.us](mailto:rose.lorsung@ci.medina.mn.us)

**2006 Budget**

The City Council approved the 2006 preliminary tax levy and budget on September 6th. The proposed levy was set at \$1,943,278, which is a 16.38% increase from the 2005 levy. The tax levy represents the amount of dollars needed to fund general government operations for the City of Medina (in addition to other fees and sources of revenues).

The Council may choose to reduce the levy during December Truth-in-Taxation (TNT) hearings, or subsequent budget meetings in December, but may not increase the levy in accordance with State statute. Medina's TNT date is scheduled for Monday, December 6th at 6:00 p.m. at the Hamel Community Building.

The total proposed general government budget for 2006 was also set at \$3,246,395, which is an increase of 17.58% from 2005. Despite the increases in the levy and the general government budget, the tax rate declined from 16.34% to 16.08%. 2006 will mark the fourth straight year that the tax rate will be decreasing. The City's growth and increased market values are the key sources to the declining tax rates.

For a \$350,000 home in 2005, the City's tax burden was \$571. In 2006, the City's tax burden will be \$561 for the same valued home. It is important to note that an individual home's market value increase from year to year is not factored into this analysis. Therefore, a home's larger market value increase may likely result in a higher tax burden for 2006. *More budget analysis and charts may be found on page 5.*

**Energy Saving Tip for Winter Season:** During the heating season, keep the draperies and shades on your south facing windows open during the day to allow the sunlight to enter your home and closed at night to reduce the chill you may feel from cold windows.

# Parks & Planning

## Park Commission Appointments

The City is seeking residents to serve on the Medina Park Commission. Four of the body's seven seats are currently up for appointment/re-appointment effective January 1st. One of the seats will be appointed to a two-year term, while the other three seats are three-year terms.

The Park Commission will be involved with and leading the following projects in the next three years:

- ▶ Open Space Preservation of Medina's natural features & resources
- ▶ Long-term Capital Improvement Plan of trails, park equipment, and acquiring new parks and open spaces.
- ▶ Development projects—Review of subdivisions to determine proper location of trails, dedication of parks, and utilization of park dedication fees.
- ▶ Comprehensive Plan—begins March 2006

Interested applicants may pickup an application at City Hall or via City's website. Deadline for applications is Friday, December 16.



## Planning Commission Appointments

The Planning Commission has three seats open for appointment/re-appointment effective January 1st. Appointments will be for a three-year term.

The Planning Commission will have the following responsibilities in the next three years:

- ▶ Comprehensive Plan—begins March 2006—will help shape the City's development, growth patterns, densities, character, and infrastructure through 2030.
- ▶ Development project review—Includes subdivisions, site plan reviews, planned unit developments, variances, conditional use permits, etc.

Interested applicants may pickup an application at City Hall or via City's website. Deadline for applications is Friday, December 16.

## Planning & Zoning Department Update

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

- ▶ **Medina Clydesdale Marketplace (Target as main user)** - The City Council approved the final plat, PUD final plan, and development agreement on September 20, 2005. Site grading is underway and the Target store is proposed to be open by October 2005.
- ▶ **Moratorium on Rural Residential Subdivisions**— See newsletter cover article.
- ▶ **High Point Ridge Subdivision (Parkview Drive)**—The City Council denied a request for a three-lot subdivision on November 1, 2005.
- ▶ **Medina Retail Center Phase II**—The City Council authorized staff to prepare approval resolutions for preliminary plat, and PUD general plan on November 1, 2005. The Planning Commission recommended approvals on September 13, 2005. The project is located at CSAH 101/Clydesdale Trail intersection (formerly 5065 Co. Rd. 101) and includes approx. 10,800 sq. ft. of retail space.
- ▶ **Park Commons**—The Planning Commission recommended approval for a site plan at 1400 Baker Park Rd. (formerly Dairy Queen) on October 19, 2005. The proposed project involves an estimated 6,600 sq. ft. retail center. The City Council will consider the application no earlier than November 15, 2005.
- ▶ **Commercial Horse Facility Conditional Use Permit**—The application for a CUP at 4650 Maple St. has been withdrawn.
- ▶ **Uptown Hamel Transportation Plan**—The City Council authorized staff to prepare a Comprehensive Plan Amendment for Uptown Hamel Transportation design. The Metropolitan Council has approved the amendment. The amendment includes a designation of future road/accesses for the Uptown Hamel area. The Council will consider final approval of the amendment on November 15, 2005.
- ▶ **Rural Commercial Holding District**—The City Council authorized staff to prepare a Comprehensive Plan Amendment for the RCH district in the NW area of Medina. The Metropolitan Council has approved the amendment. The proposed text amendment would redefine the development timeline in relationship to sanitary sewer availability to the area. The Council will consider final approval of the amendment on November 15, 2005.

### Other Upcoming Application Review and Items:

- ▶ **Schoon Addition**—The Planning Commission will be reviewing a request for a preliminary/final plat and variances to combine two existing lots at 4612 Balsam St. on November 8, 2005. The Council will consider the application no earlier than December 6, 2005.
- ▶ **Mann Addition**—The Planning Commission will be reviewing a request for a preliminary/final plat to combine a lot and outlot at 2275 Cox Trail on November 8, 2005. The Council will consider the application no earlier than December 6, 2005.
- ▶ **Leawood Farms, 2nd Addition**—The Planning Commission will be reviewing a request for a lot line arrangement (preliminary/final plat) in the recently created Leawood Farms subdivision on Hamel Road on November 8, 2005. The Council will consider the application no earlier than December 6, 2005.
- ▶ **Sign Ordinance**—The Planning Commission is currently considering revisions to the City's sign ordinance.
- ▶ **Wetland Ordinance**—The Planning Commission is currently considering the creation of a new Wetland ordinance.

Please contact City Hall at 763.473.4643, or via e-mail at [rose.lorsung@ci.medina.mn.us](mailto:rose.lorsung@ci.medina.mn.us) for more information.

# General Information

## 2006 Budget continued

### Noteworthy Increases in Budget

- \$100,000 New hires in Administration/Finance Dept.
- \$120,000 Salary/wage and benefit increases for employees
- \$ 37,000 Increased code enforcement, comprehensive & open space planning
- \$ 25,000 Increased fire service contracts
- \$ 87,000 Fire truck payment (Hamel VFD)
- \$ 30,000 Street maintenance materials
- \$ 25,000 Operation of Hamel Community Building
- \$ 20,000 Parks maintenance/administration
- \$ 50,000 Transfer to Capital Fund—Future facilities
- \$494,000 Totals**

### Water and Sewer Rates

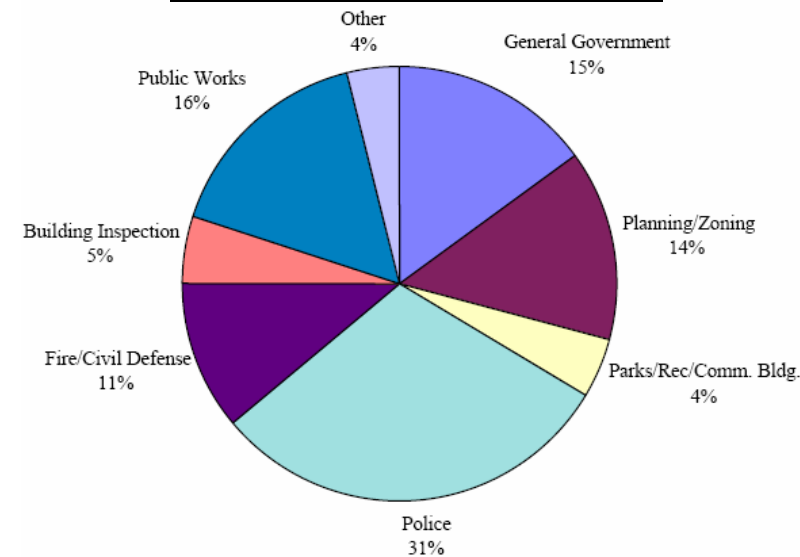
The water service rates for the Hamel Water System will increase by at least 13% for 2006, which is in accordance with the financial models that were prepared for funding the water treatment facility and other improvements. Water rates for the Medina Morningside and Independence Beach water systems are slated to increase by 5% in 2006. More financial analysis this fall may lead to even sharper increases to finance the system. Sewer service rates will also increase by 5%.

### 2005 v. 2006 Revenue Source Distribution

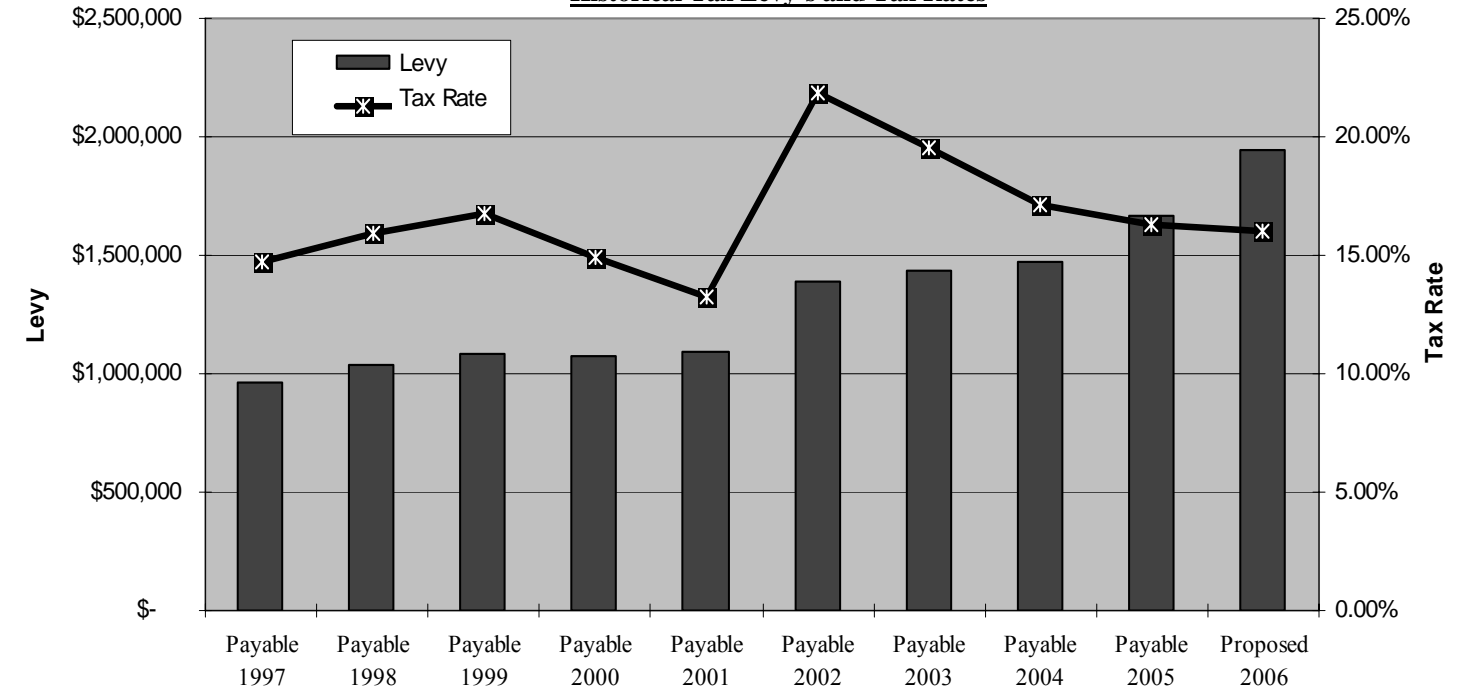
Revenue Source	2005	2006
Property Taxes	59.91%	59.23%
City Licenses & Permits	9.41%	9.62%
State & County Aid	3.47%	3.58%
Zoning/Building Plan Fees	10.45%	10.80%
Public Safety Charges	1.74%	1.29%
Special Assessments	2.72%	1.76%
Fines	3.64%	3.71%
Other Regional Charges	4.20%	3.82%
Other Miscellaneous	4.46%	6.20%

The revenues identified in this chart are for general government purposes and do not include park dedication, water utility or sewer utility fee revenue.

### 2006 Department Expenditure Distribution



### Historical Tax Levy's and Tax Rates



# General Information

## Medina Preservation Day – 2006

The City of Medina thanks the following exhibitors and organizations for their community participation and contribution to Medina Preservation Day.

Countryside Café	Dobo's Café/Danny's Catering
Medina Entertainment Center	Fortin Hardware
Fortin Health	Darrel A. Farr Development Co.
Highway 55 Rental	Farmers State Bank of Hamel
Rolling Green Country Club	McDonalds of Medina
Wright/Hennepin Electric Coop.	Fortin Consulting
Hamel Volunteer Fire Dept.	Hamel Lions Club
Hamel Athletic Association	Medina Horse Association
Local Pony Clubs	Long Lake Hounds
NW Suburban Chamber	Department of Natural Resources
Hennepin Co. Conservation Dist.	Minnehaha Creek Watershed Dist
Minnesota Mosquito Control Dist.	West Hennepin Pioneers Assn.

### A special thanks to the following contributors to the fireworks:

Loram Maintenance of Way	Highway 55 Rental
Hamel Electric, Inc.	Rolling Green Country Club
Farmers State Bank of Hamel	Fortin Hardware
Hays Drywall	Medina Entertainment Center
Oil Air	Bonestroo, Rosene, Anderlik & Associates



A miniature mule and donkey were on display during Medina Preservation Day, courtesy of Farmers State Bank of Hamel. The Bank also received the Medina Business of the Year Award from the NW Suburban Chamber of Commerce.

## City Hall Renovations—Progress

Renovations to City Hall are underway. Completion of the improvements are expected to be completed by December 23rd. Council and Planning Commission meetings will move back to City Hall effective January 2006.

Upon completion of the renovations, the City will begin to plan for the long-term future facility needs for all departments including public safety, public works, administration, and planning/zoning. The current renovation is a short-term solution to provide more efficient and available staff work space.

## City Employment Postings

Office Receptionist—Full-time—Deadline for applications is Friday, November 18 @ 4:00 p.m. Application packet materials, including job description, may be picked up at City Hall or downloaded on the City's website. Starting wage is \$15.00/hr. to \$16.50/hr. w/ full benefits.

Finance Director/Asst. City Administrator—Full-time—The deadline for applications was Friday, November 4th. The City is re-evaluating the position responsibilities and compensation package and will be re-posting for the position likely in coming weeks. An application packet will be available at City Hall or on the City's website.

## Waste Management Acquires EZ Recycling

Waste Management of MN recently acquired EZ Recycling, the city's current recycling service provider. Services will remain the same, as well as costs to provide the services.

The new phone number for missed pick-ups is **1-800-450-9378**, but the old EZ Recycling number should roll over to Waste Management.



## Annual Uptown Hamel Skating Party Saturday, January 28th, 1:00—6:00 pm



Residents are invited to the Uptown Hamel Skating Party on Saturday, January 28th in Hamel Legion Park. The festivities and events will be centralized around the Hamel Community Building, newly expanded ice skating rink, and sliding hill.

Food and beverage for general public.

# Public Works & Planning

## Snowplowing: Commonly Asked Questions

The Medina Public Works Department strives to maintain safe, clean and passable roads all winter long. Roads are maintained using City equipment and personnel.

**Q: When does the City start to plow?** A: As a general rule, snow removal operations may start as soon as two inches of snow has accumulated. If a heavy snow fall is predicted, snow removal will be based on the existing conditions, snow forecast, wind conditions and time of day. Ideally the crew works to keep the roads passable during the morning and evening hours. During a normal snow fall all roads are plowed. During a snow storm, lesser traveled residential roads and cul-de-sacs may have the plowing delayed while the crew concentrates on thru-roads.

**Q: What do you do to control ice?** A: Control of ice follows snow removal. The City uses a salt/sand mixture for ice removal. During extremely cold conditions salt will not melt ice so the use of sand will be used for traction. The City is concerned about the environmental impact of salt and sand as well as the fiscal impact of materials. Therefore, the City does not have a bare pavement policy, this may mean that City roads may be slippery and drivers should drive cautiously.



**Q: What about damage to my property?** A: During any plowing operation, there is always potential for damage to mailboxes, sod, or other structures that are on the public right-of-way. The City assumes no responsibility for damage caused by snow plows, including mailboxes. If a mailbox is damaged the City may provide a temporary mail box. Before the snow season begins, mailboxes should be checked for sturdiness and repaired as needed. To limit sod damage, it is advised to place a marker along curb lines. Wood and fiberglass markers are permitted. Metal poles are strictly prohibited within the City right-of-way.

**Q: What happens on Garbage/Recycling Days?** A: On garbage and recycling days, please place garbage receptacles out of the way where the plow drivers will drive. Plow drivers do not want to get out and move containers, but at the same time we do not want to spread garbage or recyclables over your yard.

**Q: When can I park on the street?** A: The City has an ordinance that prohibits parking on any public street from November 1 through March 31 during the hours of 1:00AM – 6:00AM. This parking policy is enforced by the Medina Police Department. If at all possible, it would be appreciated by the City crew if any time during the day it snows, that vehicles are not parked on City Streets. By doing so, the snow plowing will be more efficient and will result in a quicker snow removal.

**Q: When are sidewalks and paths plowed?** A: It is the responsibility of property owners to remove snow on their sidewalks. The City does not plow any trails.

## Uptown Hamel Public Improvements: Fall Construction Progress

Public improvements to Uptown Hamel are underway. The following is some progress for each of the improvements:

- ▶ Mill Drive—The street improvements are expected to be completed this fall; however, the burial of the present overhead utilities may not occur until the spring.
- ▶ Sioux Drive—Construction on the roadway/trail may begin this fall, but completion is not expected until spring.
- ▶ Whistle-less Crossing (Sioux Drive)—Unfortunately, the delays on Sioux Drive may postpone the whistle-less crossing at Sioux Drive until the spring as well.
- ▶ Storm Water/Drainage—The new storm water/drainage infrastructure is progressing and the majority of the work is expected for completed yet this fall.

## The City Welcomes Janet Olson Administrative Assistant

Janet Olson was recently appointed to the position of Administrative Assistant and will provide administrative support to the Planning and Public Works Departments.

Janet's first day of work for the City was on September 30th. Her background includes working for the Pierce County Economic Development Corporation in Wisconsin, as well as project management for the River Falls Main Street Project.

## Farewell and Many Thanks to Sandie Larson

Sandie Larson recently received a plaque from Mayor Workman and City of Medina in appreciation of her 22 years of service to the City. Sandie worked primarily for the Planning & Zoning, and Public Works Departments, but also handled daily office calls and counter assistance. We wish you the best in your retirement Sandie!

