

Medina Message

A Quarterly Newsletter of the City of Medina

www.ci.medina.mn.us

Winter 2007

City Calendar

- ▶ **1st** Thurs—Recycling Day
- ▶ **3rd** Sat—Medina Winterfest
- ▶ **6th** Tues—City Council 7:00 pm
- ▶ **13th** Tues—Planning Commission 7:00 pm
- ▶ **15th** Thurs—Recycling Day
- ▶ **19th** Mon—City Offices Closed (Holiday)
- ▶ **20th** Tues—City Council 7:00 pm
- ▶ **21st** Wed—Park Commission 7:00 pm

February

- ▶ **1st** Thurs—Recycling Day
- ▶ **6th** Tues—City Council 7:00 pm
- ▶ **13th** Tues—Planning Commission 7:00 pm
- ▶ **15th** Thurs—Recycling Day
- ▶ **20th** Tues—City Council 7:00 pm
- ▶ **21st** Wed—Park Commission 7:00 pm
- ▶ **29th** Thurs—Recycling Day

March

- ▶ **3rd** Tues—City Council 7:00 pm
- ▶ **4th** Wed—Board of Appeals/Equalization 6:30 pm
- ▶ **10th** Tues—Planning Commission 7:00 pm
- ▶ **12th** Thurs—Recycling Day
- ▶ **17th** Tues—City Council 7:00 pm
- ▶ **18th** Wed—Park Commission 7:00 pm
- ▶ **26th** Thurs—Recycling Day
- ▶ **28th** Sat—City Clean-Up Day 8:00 am - 2:00 pm

April

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

City Calendar on Website

A current calendar of all City meetings is maintained on the City's website at www.ci.medina.mn.us

2010-2030 Comprehensive Plan Update: General Info & Timeline

On January 2nd, the City Council appointed a seven member Comprehensive Plan Advisory Panel to conduct formal meetings to recommend updates to the 2010-2030 Comprehensive Plan. The Advisory Panel's first meeting was on February 1st and will continue meeting twice a month until the plan is completed and submitted to area jurisdictions and the Metropolitan Council. Meetings are currently being held at Medina City Hall at 5:30 p.m. on the second Tuesday and the fourth Thursday of each month. Please check the City's web site for regularly updated meeting dates.

The current timeline for the planning process includes an August 2007 submittal to the area communities and jurisdictions for review. This review period could take up to six months as allowed by state statute. Once comments have been received by area communities and jurisdictions, the updated plan will be submitted to the Metropolitan Council, who has sixty days to give the city any additional feedback. The City is required to complete the final plan by December 2008.

The City's Comprehensive Plan serves as the City's growth and land use tool for the next 20 years and will ultimately affect the City's population and need for infrastructure and facilities.

Members of the Advisory Panel include Mayor Tom Crosby, Council member Carolyn Smith, Council member Elizabeth Weir, Planning Commissioner Doug Dickerson, Planning Commissioner Charles Nolan, Park Commissioner Ann Thies, and Park Commissioner Madeleine Linck. Landform Planning Consultants Jennifer Haskamp and Andy Gitzlaff along with City Administrator Chad Adams and Assistant to Planning Dusty Finke will be providing technical assistance to the Advisory Panel.

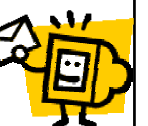
City Council Office Hours

Beginning Saturday, February 24, 2007, selective Council members and the Mayor will be hosting office hours from 9 a.m. to 11 a.m. at City Hall. The office hours will be an informal setting and will serve as an opportunity for residents to bring your thoughts to elected officials for a better Medina. Normally one or two members of the Council will be present during the office hours. The office hours will continue on the 2nd and 4th Saturday of each month. Residents are encouraged to check the City's website for scheduling confirmation/cancellation.

City Council Meeting Email Notification List

If you would like to stay updated on what is happening at your local City Council meetings, sign up to receive email notifications. Emails are typically sent out the Friday before an upcoming Tuesday meeting. The email includes an attached agenda for the upcoming City Council Meeting and draft minutes from the prior City Council meeting.

If you would like to be added to the email notification list or have questions, call Jodi Wunsch at 763-473-4643 or email at jodi.wunsch@ci.medina.mn.us.



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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
Fax763-473-9359
Police emergency 911
non-emergency 763-473-9209

Official Newspaper

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Daniel Johnson 763-473-0744
Elizabeth Weir 763-473-3226
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

Mary A. Verbick, Chair
Jeff Pederson
Charles Nolan
Doug Dickerson
Mark Bryant
Robin Reid
Sharon Johnson

Planning Commission Meetings

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

Park Commission

Ann Thies, Chair
Madeleine Linck
Brian Kingsley
Galen Bruer
Gerald Dykoff
Ben Benson
Bob Pastor

Park Commission Meetings

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

Newsletter Editor

City Administrator
Chad M. Adams

Other Contributors

Jodi Wunsch & David Hall

Planning and Environment

Open Space Task Force

The City of Medina's Open Space Task Force is currently working with CR Planning Consultant, Jean Coleman, to develop an Open Space Plan that incorporates the balance of resource protection and appropriate development. The Open Space Plan will serve as a foundation for the update of Medina's 2010-2030 Comprehensive Plan.

The Task Force typically meets the second Thursday of each month from 6:30 p.m. to 9:00 p.m. at City Hall. The public is welcome to attend and is advised to check meeting notices that are posted at City Hall and on the City's web site prior to the meeting date.

Questions relating to the Open Space Task Force should be directed to Dusty Finke at 763-473-4643 or email dusty.finke@ci.medina.mn.us.

Facilities Master Planning Update

The Citizen Advisory Committee continues to meet the last Thursday of each month at 5:00 p.m. in City Hall to discuss alternatives for future site locations and space needs for all city facilities including City Hall, Police Department and Public Works. The public is welcome to attend.

Questions relating to the Facilities Master Plan should be directed to City Administrator Chad M. Adams at 763-473-4643 or email chad.adams@ci.medina.mn.us.

Minnehaha Creek Watershed District

The MCWD Board of Managers will be appointing applicants to a Rule Making Task Force in February 2007. This task force will provide the Board of Managers with recommendations for new rule policies.

The rule making process will include minor revisions to existing rules as well as more comprehensive changes to the District's wetland and storm water management regulations. Involvement of District stakeholders who will be affected by these changes is an integral part of this process. The Rule Making Task Force will meet on the 4th Thursday of every month for approximately 18 months.

Individuals interested in participating on the Rule Making Task Force are encouraged to complete an application form posted at www.minnehahacreek.org and return it to:

Minnehaha Creek Watershed District
18202 Minnetonka Blvd.
Deephaven, MN 55391

For more information, please contact James Wisker in the permitting department at 952-471-0590 (ext: 206) or via email at jwisker@minnehahacreek.org.



Wetland Functions and Value Assessment

The City of Medina has begun the preparation of a Functional Assessment of Wetlands with the assistance of WSB & Associates, Inc., a consulting engineering company. Wetlands are important resources within the City as they provide habitat for wildlife, enhance community beauty, provide recreational areas for people, help control flooding after heavy rainfalls, replenish groundwater, and improve water quality by filtering storm water before it reaches ponds and lakes.

The purpose of the Assessment is to provide a comprehensive plan for the protection and management of the City's wetlands. There are no formal meetings being held regarding the Wetland function and value assessment, but a public hearing was held at the January Planning Commission meeting. The Planning Commission will continue to work on policy updates this spring.

Questions relating to the Wetlands Function and Value Assessment should be directed to City Administrator Chad M. Adams at 763-473-4643 or email chad.adams@ci.medina.mn.us.

City Planner Search Process

The City is currently conducting a full search process for a new City Planner. The application deadline is February 16th. The projected timeline to have the position filled is April 2007.

The city's current planning consultant, Jennifer Haskamp and other associates with Landform, are assuming all planning services for the City until the position is filled.

City Planner Rose Lorsung's last day with the City of Medina was on January 16, 2007. The city commends Rose for her commitment and service to the City over the last two years.

General Information

Winter in Minnesota - 1861 Reenactment February 9-11th at the Wolsfeld Cabin Friday- Sunday 9AM to 5PM



Come and visit with a pioneer family and their friends as they reenact the pioneer lifestyle circa 1861 (on the eve of the Civil War) at the Wolsfeld Cabin on the grounds in front of Medina City Hall. See how late winter was for the pioneers of Minnesota. Visit with the women as they cook meals exactly as our ancestors did and talk with the men about politics.

The event is free, so stop by and don't forget to bring your children and grandchildren! For more information contact the Western Hennepin County Pioneers Association or visit their website at www.whcpa-museum.org/Events_Page.html.

2007 Hamel Baseball Registration



Hamel Baseball 2007 season registration began on January 13, 2007. Hamel baseball leagues begin play in early May with playoffs finishing in mid-July. All league games are played on weekdays.

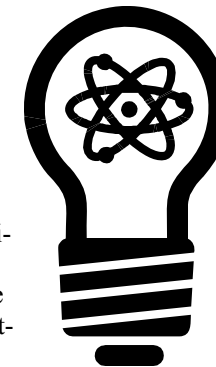
Please see website for further details and online registration at www.hamelbaseball.com. A late registration fee will be charged after March 17, 2007.

Minnesota's Energy Challenge

The goal of the Minnesota Energy Challenge is to empower Minnesotans to take simple steps to reduce their energy use and Minnesota's CO2 emissions. The Challenge is an initiative of the Center for Energy and Environment (CEE), a non-profit organization. Detail relating to the Challenge may be found at www.mnenergychallenge.org

CEE has provided energy, environmental and housing rehabilitation services to utilities, private corporations, neighborhood organizations, municipalities and public agencies for over 25 years.

As examples, residents can change to high efficiency lighting, unplug a second refrigerator, use a set back thermostat, combine trips and drive a little slower. Businesses can install high efficiency lighting and better control the operation of heating and air conditioning systems.



Hamel VFD News

A firefighter benefit dance for the Cory Rosendale Family will be held on Friday, March 9, 2007 at the Medina Entertainment Center. The doors open at 7:30 p.m. with music from 8 p.m. to midnight. Tickets are \$10 in advance and \$13 at the door. Must be 21 years or older.

Contact the Hamel VFD or the Medina Entertainment Center for more information.

Jazzercise Classes at the Hamel Community Building

Jazzercise Instructor Laura Martinez-Kvanbek contracted with the City to rent the Hamel Community Building four mornings a week to conduct Jazzercise (dance-fitness) classes.

Classes are held Monday, Wednesday and Friday from 9:30 a.m. to 10:30 a.m. and Saturday from 8:30 a.m. to 9:30 a.m. For more information contact Laura at 763-234-4448 or email lauramartinez@mchsi.com.

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Public Safety and General Info.

Protect Your Horses from Fire

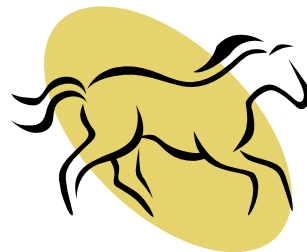
By: Betsy Gilkerson and John Shutske

As heaters get turned on and as barns fill up with hay for the winter, it is a good time for horse owners to review a few key barn fire safety tips. Horse owners who maintain stables and other buildings for horses should seek out expertise to protect their animals, property, and workers.

Fire is caused when any type of "fuel" meets an ignition source. Ignition sources include smoking, faulty electrical wiring, heaters, heat lamps, lights, sparks from motors, truck or machinery exhaust and friction from worn mechanical components. Fuel sources can include hay, bedding materials (straw), wood from building framework, stall walls, blankets, cleaning rags and liquid fuels. Obviously, it is difficult to eliminate fuel sources entirely, as most horse barns are constructed with wood frames. Hay, bedding materials, and other potentially flammable materials are found throughout horse facilities. The key is to minimize the potential for fuel and ignition sources coming together. Often, this is a matter of basic housekeeping. And, it's important to have a plan in place if a fire does occur.

Consider the following tips to help reduce your chance of a barn fire:

- ▶ **Identify all potential ignition sources, and take steps to eliminate them.**
- ▶ **Take a close look at all potential ignition and fuel sources and how they might come together to start a fire.**
- ▶ **Look for immediate steps you can take.**
- ▶ **Check wiring for obvious problems.**
- ▶ **Separate hay and bedding from the livestock.**
- ▶ **Install and frequently inspect fire extinguishers.**
- ▶ **Develop an emergency plan and post it in the barn.**
- ▶ **Check local building codes and fire safety regulations.**
- ▶ **Consider installing emergency lighting and lit exit signs.**



For more information or questions, contact Betsy Gilkerson at 612-596-1175 or eliza003@umn.edu or visit www.extension.umn.edu

Medina Crime Prevention Tips

Winter reminds us of many things we do not think about on a regular basis. First is Operation Identification, which calls for everyone to protect the items in their home by engraving an identification number (I.E. Minnesota Driver's License Number) on items inside the home and also placing a sticker on it notifying a suspect that it has been marked. By doing so it will make it easier to identify the owner of the property if found and also make it more difficult for a suspect to pawn the items.

Next we need to look at home security and Crime Stoppers. Be sure to check all locks on windows and doors in the home. If an alarm is installed, make sure it is working properly and that key holders are updated and have the correct keys. Inside the neighborhood, make sure you report any suspicious activity as you know who belongs in your neighborhood. Do not be afraid to report anything to the Police Department.

Last but not least, as we get into tax season, there are a few things to remember. Be sure to get mail every day from your mailbox and mail things from a secured mailbox. If you are going on vacation, be sure to discontinue mail and paper service while gone. Be sure to check all statements and report any suspicious mail or items on statements and shred items prior to placing into the garbage.

Board of Appeal & Equalization

The City has scheduled the Board of Appeal and Equalization for Wednesday, April 4th at 6:30 p.m. in City Hall. The Board of Appeal hearing allows persons to discuss aggrieved assessments or complain that a property of another is too low.

No complaint that another person is assessed to low will be acted upon until the person so assessed, or his/her agent, shall be notified of such complaint.

Contact City Administrator Chad Adams if you have questions.



Public Works and Parks

Parks Capital Improvements

The City of Medina recently adopted a Capital Improvement Plan for Medina's Parks. Up to \$740,000 has been allocated toward park improvements, including open spaces. The following list includes some of the improvements:

- ▶ Trail design/easements/construction on CSAH 116 and Hunter Drive.
- ▶ Playground equipment in Hamel Legion Park
- ▶ Basketball court in Hamel Legion Park
- ▶ Plaza, entrance signs, fire pit, flag pole in Hamel Legion Park
- ▶ Ball field outfield fences in Hamel Legion Park
- ▶ Landscaping around Hamel Community Building
- ▶ Picnic tables and benches in Medina Morning-side Park
- ▶ Roof shelter replacement in Medina Morning-side Park
- ▶ Passive use features in Rainwater Park
- ▶ Acquisition of park land or open spaces
- ▶ Acquisition of trail easements or construction for other projects identified in Trail Study

Lake Independence TMDL

Lake Independence, an 851-acre lake located on the western edge of Medina, has been listed as an "impaired" body of water by the Minnesota Pollution Control Agency. The federal Clean Water Act requires states to develop a clean up plan for each impairment affecting a body of water. The clean up plan and the process used to create it is a Total Maximum Daily Load (TMDL).

Phosphorous is the main nutrient that has led to the water quality decline in Lake Independence and amounts to 2,381 pounds annually from portions of Medina, Independence and Loretto.

The Pioneer-Sarah Creek Watershed Management Commission appointed a stakeholder committee to address the TMDL. Some of the implementation strategies affecting Medina may include reduction of phosphorous from:

- ▶ Cropland
- ▶ Livestock Manure
- ▶ Urban Development
- ▶ Loretto Wastewater
- ▶ Shoreline/Goose Management
- ▶ Failing Septic Systems

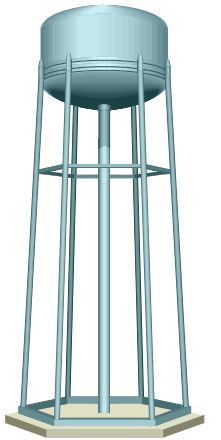
The City has been facilitating with area communities/agencies on creating a Work Plan to improve the water quality of Lake Independence.

Hamel Water System Improvements

As the community continues to grow, the City is planning for future infrastructure to the Hamel Water System, which generally serves the Uptown Hamel area, Northeast area of City (north of Highway 55), as well as the Highway 55 corridor out to Willow Dr.

In 2007, a new well located in Hamel Legion Park and a raw water supply line from Hamel Legion Park to the water treatment plant (on Pinto Drive) will be constructed. The City has also requested a preliminary report be prepared by the City's Engineer to evaluate the size and potential location for another water tower.

Demand analysis has shown a need for another water tower in 2008 based on existing use and expected growth pattern. The City's Comprehensive Plan update will be used as a valuable tool in 2007 to modify the City's long-term capital improvement needs.



Storm Water Needs and Low Impact Development

Medina and other communities throughout the nation are required to meet federal regulations for storm water management. Low Impact Development (LID) can help communities meet such regulations. For example, LID can reduce storm water runoff on lots as well as reduce phosphorus and sediment control.

The following list includes some common LID practices:

- ▶ **Rain Gardens and Bioretention**
- ▶ **Rooftop Gardens**
- ▶ **Sidewalk Storage**
- ▶ **Vegetated Swales, Buffers and Strips**
- ▶ **Tree Preservation**
- ▶ **Roof Leader Disconnection**
- ▶ **Rain Barrels and Cisterns**
- ▶ **Permeable Pavers**
- ▶ **Soil Amendments**
- ▶ **Impervious Surface Reduction and Disconnection**
- ▶ **Pollution Preventing and Good Housekeeping**



The City has adopted some of the above practices and encourages additional practices to be used in various developments in the community. The City has also prepared and annually updates a Storm Water Pollution Prevention Program that includes various Best Management Practices (BMP's) to meet federal storm water runoff requirements.

Additional information relating to LID may be obtained through the Minnehaha Creek Watershed District.

Sources: MCWD; NRDC Storm Water Strategies