



# *A Year of Change*

## 2011 Annual Report







# 2011 Annual Report



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# WELCOME

## *Mayor Tom Crosby*

I am pleased to introduce the 2011 Annual Report to the City of Medina. The report serves as a way to recognize the accomplishments of the year and includes measurable data to inform residents on the services provided by the City. The theme of the 2011 Annual Report “*A Year of Change*” was selected to represent the significance of the recent staff changes and a new look at services. We remain committed to creative measures to maintain cost-effective and quality City services to the community.

## *Medina’s City Council*

The City Council’s general fund budget for 2011 was an decrease from the prior year. Unfortunately, the changes with the State Market Value Homestead Credit System may have created increases in property taxes for some residents. Wage and salary increases for City staff were held at 1% after budget goals were attained in July. Many of the City’s partners, such as contracted service providers and consultants, agreed to freeze their service rates or implement low increases to meet the City’s financial objectives.

The City Council explored initiatives to contain future cost increases for the services the City provides. Medina representatives arranged with local area communities to share the costs of equipment and labor for collaborating on services provided to the public. The City contracted out consultant services for the Finance Director Position in 2011 in lieu of replacing the vacant full-time position in the Finance Department. The City also reviewed essential public services and projects and was able to defer some equipment acquisitions, road projects, and the public works facility for another year or more.





### **Ordinances Amended/Approved**

- 24 in 2010
- 19 in 2011

### **Resolutions Processed**

- 86 in 2010
- 108 in 2011

### **Local Board of Appeal Applications Reviewed**

- 7 in 2010
- 4 in 2011

### **Hours Spent in Council Session**

- 85 in 2010
- 99 in 2011

### **Full-Time Equivalent (FTE) Employees Employed in City**

- 25 in 2010
- 25 in 2011

### **Market Value**

- \$1,404,609,800 in 2010
- \$1,289,101,800 in 2011

### **2011 Work Plan**

- 36 goals established at annual goal setting session

### **Number of Contracts/ Agreements Managed Annually**

- 186 in 2010
- 165 in 2011

### **Organics Ton- nage Collected**

- 30.10 in 2010
- 32.67 in 2011

### **Recycling Ton- nage Collected**

- 454.12 in 2010
- 457.08 in 2011



## **City Administration**

It is a honor and privilege to provide the 2011 Annual Report for Medina. Chad Adams, City Administrator for 8 years took the position of City Manager of Albert Lea in June. I became City Administrator in August after having served in the same position in Big Lake, Minnesota. The theme for this year's Annual Report "*A Year of Change*" is a fitting reflection of the staff and consultant changes that took place this year. Medina has a great history of finding methods to improve, change, or add services at low taxpayer expense. Some of the initiatives and partnerships being conducted in the City include:

- Approval of a resolution authorizing an equipment sharing agreement between the Cities of Corcoran, Greenfield, Independence, Loretto, Maple Plain, Medina, and Rockford
- Implementation of a stormwater/phosphorus reduction plan at Brook Street and Lakeshore Avenue
- Establishment of Medina Economic Development Authority
- Study of potential fire merger between the independent Hamel and Loretto fire departments for both fire operations and future facilities.
- Adoption of a Capital Improvement Plan and provided preliminary approval for the issuance of bonds for a new Public Works Facility.

Medina received the 2011 City of Excellence Award from the League of Minnesota Cities for the Hamel Legion Park Field House. The project was completed in May of 2010 as a collaborative partnership with local and regional organizations.

As a newcomer to the City I will welcome your visits and calls.

*-Scott Johnson City Administrator*

# Finance Department

2011 has been a year of change for the Finance Department. Finance Director Jeanne Day left the City in September to accept a position in the private sector. The City Council chose to contract out our Finance Director services with Joe Rigdon from KDV in the interim. The City Council will reevaluate the position in 2012. Mr. Rigdon provides office hours one day per week at City Hall. Accountant Erin Barnhart and Accounting Technician Teri Portinen have done an excellent job of maintaining the City's finances during the transition.

In 2011, the City added a grant management program, facilitated the implementation of federally mandated fund balance reporting and government fund definitions, and updated the multi-year Financial Management Plan to provide the City Council and staff with more accurate projected future expenses for planning budgets. These changes helped save staff labor time and expense.

The City's departments were again active in 2011 and merit recognition for their financial accomplishments, which resulted in a surplus to the City's General Fund. All of the City's departments are to be commended for their line item budget management.

While development activity in the City has slowed and recent economic conditions have not been strong, the City continues to maintain sufficient fund balances for City operations. In the event of more serious economic constraints on the community, the City will be able to utilize the reserves for emergency purposes as designed.

In addition to providing the day to day financial services, the department also assisted in the facilitation of operations for the Hamel Field House, Hamel Community Building, and updated finance data to the City's website.

## **Accounting Funds Managed**

- 1 - General Fund
- 9 - Special Revenue Funds
- 4 - Debt Service Funds
- 7 - Capital Project Funds
- 3 - Enterprise Funds
- 1 - Agency Fund

## **Accounts Payable/Receivable**

- 1,848 checks in AP at value of \$7.3 million
- 378 invoices in AR generated at \$685,965
- 14 AR invoices certified at \$10,325

## **Cash Management**

- \$152,718.20 interest earnings
- \$11,087,230.61 year end investment balance

## **Payroll**

- 13 checks processed
- 750 direct deposit checks
- \$2,451,075 personnel related expenses
- 34 W-2's processed

## **Utility Billing**

- 1,258 water and sewer customer accounts
- 13,516 water and sewer bills generated
- 1,477 storm water only customer accounts

## **General Fund Expenditures & Revenues (unaudited)**

- \$3,803,348 Expenditures
- \$3,881,590 Revenues

## **City Tax Levy**

- \$2,756,158 in 2010
- \$2,792,641 in 2011

### **Ordinances Adopted**

- 8 total zoning ordinances
- Stormwater Management
- Parking Regulations
- Accessory Dwelling Units

### **Land Use Applications Reviewed**

- 2— residential subdivisions (Enclave at Medina; Fields of Medina)
- 2 – lot split or lot combination
- 6 – Rezoning
- 2 – Comp Plan Amendments
- 1 – Variance
- 2 – Conditional Use Permits

### **Building Permits Issued**

- 637 – Total Permits
- 15 – New Single Family Permits

### **Value of Permits Issued**

- \$14,424,385 – Value of Total Permits
- \$9,763,948 – Value of New Single Family Permits

### **Other Activities**

- 39 Nuisance Enforcement (weed control, storage of junk/inoperable vehicles, manure management)
- Biannual Fire Inspection of commercial buildings by Fire Marshal
- Updated Regulations related to the keeping of pets

## **Planning Department**

During 2011, residential development activity increased compared to the previous four years. In addition to an increased number of new homes constructed in existing subdivisions, the City also reviewed proposals for two new residential subdivisions.

“The Enclave at Medina” will be developed by Lennar (US Home Corporation) to include 111 single-family homes and 41 townhomes east of Hunter Drive and south of Hamel Road.

“The Fields of Medina” will be developed by Mattamy Homes to include 65 single-family homes west of County Road 116 and north of Meander Road.

In addition to these two large projects, the City reviewed a number of smaller land use requests in 2011, including:

- Conditional Use Permits for PupTown, a doggy daycare and boarding facility
- Conditional Use Permit and Site Plan Review for Holy Name Cemetery Expansion
- 2 lot splits/lot combinations

The Planning Department continued to coordinate numerous updates to the City’s zoning regulations which were required to implement the 2010-2030 Comprehensive Plan. Eight zoning ordinances were adopted during 2011. The most significant amendments included regulations for Stormwater Management and Parking.

*Additional Statistics and Charts may be found in Appendix page 18*

## **Maintained Infrastructure**

**54 Street Miles**

**7.5 Miles of Sidewalk & Off Road Trails**

**700 Street Signs**

**141 Streetlights**

**35 Roadside Ditch Miles (mowed)**

**30 Sanitary Sewer Miles**

**10 Sewer Lift Stations**

**450 Sewer Manholes**

**25 Water Main Miles**

**10 Water Wells**

**181 Culverts**

### **Water Pumped/Treated (gallons)**

- 134,014,000 - Hamel System
- 11,186,200 - Ind. Beach
- 5,438,700 - Morningside

**1,500 Sewer Line Feet Cleaned and Televised**

**24/7 On-Call Policy requiring a scheduled public works employee to respond within 45 minutes of an incident**



## **Public Works**

The Public Works Department continued to explore options for site alternatives for a new Public Works facility, as well as looking into future space needs and design/renovation ideas.

The department completed road improvements to Hunter Drive North and South. The department also met with the County, as well as surrounding cities, for planning the TH55/CR116 intersection project.

The City partnered with Pioneer-Sarah Creek Watershed Management Commission and the City of Loretto to secure a Clean Water Fund grant from the Minnesota Board of Water and Soil Resources in the amount of \$334,450 for the Loretto Storm Water and Sediment and Nutrient Removal Project at the Loretto ball fields, with each partner providing a 25% grant match.

Staff implemented a Sanitary Sewer Policy for Sewer Lines and Lift Stations. Rain garden excavation and curb installation at Brook Street and Lakeshore Drive. The following improvements were made to City Hall:

- New flooring and paint for the lunch room area
- New carpet and paint in the Police Department
- Re-stretched and glued the existing carpet in the conference room and Council Chambers
- City Hall sign replacement
- Removed planter between entrances and laid sod
- Striped parking lot
- Replaced police entrance sign
- New refrigerator for the lunchroom area
- Shifted location of transformers when Wright Hennepin upgraded the new power service line

Collaborated with nine surrounding communities and put in place a Shared Equipment/Resources Agreement.

The Pavement Management Plan was continued for seal coating and crack sealing.



# Parks, Recreation & Environment

The Parks and Recreation service division of the City had another great year of activity in 2011. The addition of the Field House at Hamel Legion Park brought in more groups to enjoy the park.

There were significant accomplishments at the following parks in 2011:

## Hamel Legion Park

The Hamel Athletic Club funded a ball field drainage project, which included reshaping and seeding the infields for the Hawks Field and the lighted field on the north side of the park. The lighted field is now a regulation Little League Field.

The first phase of the Ball Field Lighting Project took place, which included design and transformer installation.

The Public Works Department planted a large number of trees throughout the park according to the Park Master Landscape Plan, including:

- Snow Crabapple trees for shading on the south side of the Community Building.
- Colorado Spruce trees along the outfield baseball fence to eventually replace the batter's eye screening.

## Medina Morningside Park

Planted all new dogwood shrubs along the fence line after tearing out the hedge of Buckthorn that had grown too close to the power lines.

## Medina Lake Preserve and Rainwater Nature Area

Six nature benches (two for Rainwater Nature Area and four for Medina Lake Preserve) made of cedar were constructed and installed as part of an Eagle Scout Project.

## Trails

Hunter Drive Trail was installed as part of the Hunter Drive North Road Project. The City received a grant in the amount of \$174,000 for the 116 Trail Project.

## Parks and Nature Areas

- 156 acres maintained in 13 locations



Sign installed at City Hall matching all the park signs



One of four new cedar benches at Medina Lake Preserve

In 2011 all  
City parks  
in Medina  
became  
smoke free.



## Other Park Facilities Maintained

11 – Pavilions & Picnic Areas  
10 – Baseball/Softball Fields  
8 – Public Restrooms  
3 – Baseball courts  
3 – Tennis Courts  
3 – Ice Skating Rinks  
2 – Volleyball Courts  
2 – Open Playfields  
1 – Boat Launch  
1 – Field House

## Park Dedication Fee Revenue Generated from New Development

\$4,000 in 2009  
\$30,800 in 2010  
\$23,670 in 2011



## **2011 Crime Statistics**

- 1 - Robberies
- 16 - Assaults
- 19 - Burglaries
- 129 - Thefts
- 3 - Auto Thefts
- 3 - Frauds
- 5 - Stolen Properties
- 15 - Vandalisms
- 2 - Weapons
- 6 - Narcotics
- 185 - DWI's
- 22 - Liquor Laws
- 12 - Disorderly Conducts
- 7 - Other

## **Investigative Services**

- 367 cases investigated
- 78% of cases cleared

## **West Metro Drug Task Force**

- 64 new cases
- \$135,803.90 cash seized
- \$5,121,644.00 street value of drugs seized

## **Medina Police Reserves**

- 2,072 volunteer hours serviced by five officers in 2011
- 20,072 volunteer hours serviced since 2001
- \$43,305.00 estimated value of service provided to City in 2011

## **Community Events Serviced**

- 24 community events - By Police and Reserves

# **Police Department**

In 2011 Medina Police accomplished a number of changes within the police department. The mobile data computers were replaced. The records management program was updated by creating auto fill forms called, Dynaforms. The hunting issues in Medina were addressed by a hunting task force which developed a new hunting ordinance. We implemented the eCharging program for our "driving while under the influence" charges with the BCA. The Patrol Division increased truck enforcement in an effort to preserve our roads and keep the costs down for our residents and businesses. Sergeant Jason Nelson coordinated the Lake Area Safe 'n Sober Grant Program. The grant was a \$100,000 project aimed at keeping our streets safe.

There were several noteworthy calls that were handled by the Medina Police Department in 2011. On May 21st officers responded to a double fatal accident on Hamel Road. On September 27th the Wine Styles of Medina was robbed by a lone individual who was arrested and prosecuted. On October 10th dealt with a second fatal accident on Highway 55 at County Road 101.

In 2011 our agency had a clearance rate of 78 percent. This was higher than 2010 which was 71 percent.

The Medina Police Department continues to be extremely busy with community events. The reserves, community service officers and patrol officers all put in many extra hours securing these events. The last couple of years the department has been recruiting reserve officers. In 2011 two reserve officers were hired; Jake Tuzinske and Mike Aases. The volunteers are a great asset to the department.

The Police Department continues to strive to make Medina a safe and livable community. The partnership that has developed with the community over the years continues to grow stronger. The department's personnel are here to serve and protect all who are here in Medina.

### **Number of Total Calls (Fire, Alarm, Medical, Accident)**

- 172 - Number of Total Calls
- 108 - Hamel Fire
- 43 - Loretto Fire
- 16 - Long Lake Fire
- 5 - Maple Plain Fire

### **Total Call Hours**

- 1982 - Total Call Hours
- 1100 - Hamel Fire
- 488 - Loretto Fire
- 306 - Long Lake
- 88 - Maple Plain Fire

### **Operating Budget**

- \$267,279 in 2010
- \$271,590 in 2011

### **Capital Budget**

- \$88,005 in 2010
- \$37,825 in 2011

### **Geographic Area Served**

- 54% - Hamel Fire
- 28% - Loretto Fire
- 17% - Long Lake
- 1% - Maple Plain Fire\*

\*Not including Baker Park which is contracted with Three Rivers Park District

### **Population Served**

- 60% - Hamel Fire
- 25% - Loretto Fire
- 10% - Long Lake
- 5% - Maple Plain Fire

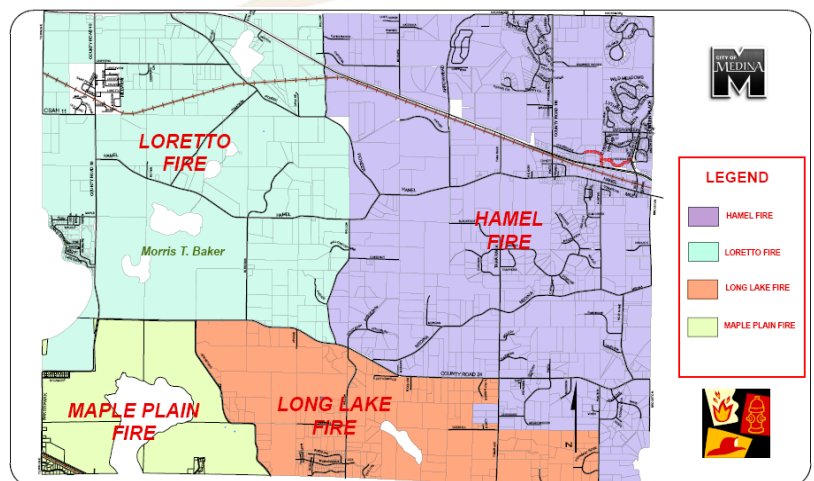
### **Fire Chief Leadership**

- Brandon Guest - Hamel Fire
- Jeff Leuer - Loretto Fire
- James Van Eyll - Long Lake
- Nate Jerde - Maple Plain Fire

## **Fire Department & Emergency Management**

The City of Medina contracts with four volunteer fire departments that cover the City: Hamel, Loretto, Long Lake and Maple Plain. There was a decrease in calls for Hamel and Loretto with a slight increase in calls for Long Lake and Maple Plain. The consolidation study between the Hamel and Loretto Fire Departments was completed in December of 2011. In 2012, both departments will be looking at implementing the plan from the study. There was a slight cost increase on the operating side for the four departments. Capital expenditure costs decreased considerably based on a formula that was established to pay off Hamel's latest fire truck.

The City of Medina belongs to the Lake Area Emergency Management Planning Group. This group involves police, fire and public works. In 2011 they held training in a simulated school shooting where the police, fire and EMS were involved in the drill. The philosophies continue to change in this area and our group continually updates our procedures to respond to emergencies. Emergency management maintains an all hazard plan for the Lakes Area. Our group trains, prepares and responds to emergencies in the Lake Area district.





# 2011: A Year in Retrospect

## January

- Residents Madeleine Linck and Jean Beaupre appointed to Park Commission
- Residents John Anderson and Victoria Reid appointed to Planning Commission
- Annual Goal Setting Session/ Council Retreat sets 36 goals for the year

## February

- Approved Resident Cost-Share Grant Shoreline Restoration Program with Mike Zeglin
- Adopted Citizen Generated Approved Project List for the Friends of the Park Program
- Held Community Recycling Forum

## March

- Recognized Former Loretto Fire Chief Herbert Kock for dedicated service to the city
- Recognized Finance Director Jeanne Day for five years of service



- Feasibility report approved and public hearings called for two road improvement projects (Hunter Drive South and Hunter Drive North)
- Ordinance approved amending retail and service uses related to animals
- Conducted 1st Annual Medina Business Forum

## April

- Accepted resignation of City Administrator Chad Adams
- City amends zoning map and approves preliminary plat with variance for the "Enclave" Subdivision
- Local Board of Appeals and Equalization conducted by City Council at City Hall
- Annual City Clean Up Day conducted at City Hall and Public Works site



## May

- Project and special assessments approved for Hunter Drive South and Hunter Drive North road improvements
- Appointed Dale Cooney as Part-Time Temporary Associate Planner
- Held Park Commission nature walk
- Recognized City Planner Dusty Finke for five years of service



- Approved a Conditional Use Permit at 810 Tower Drive to operate a dog daycare boarding and grooming facility
- Approved Development Agreement for the "Enclave" Subdivision

- Hired Doug Reeder as Interim City Administrator
- Park Commission conducted annual Park Tour

## June

- Recognized Police Officer Charmane Domino for five years of service



- Approved Resolution authorizing an equipment sharing agreement between the area cities
- Chad Adams recognized by the League of Minnesota Cities with the 2011 Leadership Award
- Medina received the 2011 City of Excellence Award from the League of Minnesota Cities for the Hamel Legion Park Field House

## July

- Ordinance approved regarding the Limitations on the Keeping of Animals as Pets
- Approved Site Plan Review for Loram Maintenance of Way, Inc. to expand its existing parking lot
- Ordinance approved amending right-of-way width and roadway width
- Hired Scott Johnson and Approved City Administrator Contract
- Implemented Stormwater/ Phosphorus Reduction Plan at Brook Street and Lakeshore Avenue

# 2011: A Year in Retrospect

## August

- Night to Unite neighborhood celebrations throughout the city
- Recognized Police Officer Kevin Boecker for ten years of service



- Recognized Police Chief Ed Beland for twenty years of service
- Ordinance approved amending hunting regulations; Resolutions approved establishing Administrative Rules and Sensitive Hunting Area 1
- City amends zoning map to rezone the property being subdivided as "Fields of Medina"
- Accepted resignation of Finance Director Jeanne Day
- Ordinance approved amending impervious coverage limits in the Industrial Park District

## September

- Conducted swearing in ceremony for City Administrator-Clerk-Treasurer Scott Johnson



- Held 2012 budget open house and set preliminary tax levy and budget for 2012

- Accepted donation from the Hamel Athletic Club to renovate two ball fields
- Recognized Assistant to City Administrator-Deputy Clerk Jodi Gallup for five years of service



- Established Medina Economic Development Authority
- 7th Annual Medina Celebration Day held at Hamel Legion Park

## October

- Approved contracting with Select Account for HRA, FSA and HSA claims administration
- Recognized Public Works Worker Greg Leuer for five years of service



- Adopted a Capital Improvement Plan and provided preliminary approval for the issuance of bonds thereunder for a new Public Works Facility
- Approved agreement with KDV for Finance Director consulting services
- Approved Fire Protection Contract with Loretto Volunteer Fire Department
- Ordinance approved amending parking standards

## November

- Approved private kennel license at 25 Hamel Road
- Accepted Janet White's resignation from the Park Commission
- Adopted a Tobacco-Free Parks/ City Owned Outdoor Recreational Facilities Policy



- Held Highway 55/Co Rd 116 Intersection Open House
- Ordinance approved pertaining to the management of stormwater
- Ordinance approved regarding accessory dwelling units
- Conducted 2nd Medina Business Forum of the year

## December

- 2012 Budget Truth in Taxation hearing conducted at City Hall
- 2012 final tax levy of \$2,935,703 and general fund budget of \$3,786,425 along with all other 2012 fund budgets approved
- Annual Celebration of Service/Holiday Banquet held
- Appointed WSB as City Engineering Firm beginning in 2012
- Presentation on results from the Hamel & Loretto Fire Department shared services feasibility study
- Ordinance approved amending the 2012 fee schedule



# Preview of 2012 Goals

At the beginning of each year, the City Council and Staff meet to declare and establish goals and a work plan for the upcoming year. Highlights of the goals and work plan for 2012 are illustrated below:

## Public Works Department Goals

- ◇ Incorporate new MS4 & SWPPP regulations into Annual Reporting
- ◇ Work with Loretto to create a Joint Powers Agreement and complete the Storm Pond Project
- ◇ Willow Drive Trail
- ◇ Hamel Legion Park Ballfield Lighting Project
- ◇ Medina Lake Preserve—Work with an organization on a grant to remove invasive species
- ◇ Highway 55/116 intersection options
- ◇ Continue to implement the Pavement Management Plan
- ◇ Wellhead Protection Plan Part II
- ◇ Continue with GPS infrastructure mapping/storm ponds
- ◇ Water meter upgrade
- ◇ Retain the ability in development agreements to put public infrastructure on Park Property
- ◇ Work with Developers to negotiate a supplemental water supply for irrigation near well fields

## Planning/Zoning Department Goals

- ◇ Administer “Open to Business” program with Maple Plain and Metropolitan Consortium
- ◇ Assist with process to update Comprehensive Park Plan
- ◇ Records Management procedures and implementation
- ◇ Assist with transfer of storm water utility REF analysis
- ◇ Update zoning regulations
- ◇ Advance sustainability practices through ordinances and developments
- ◇ Initiate implementation of Planning records management

## Public Safety Department Goals

- ◇ Finalize the union contract
- ◇ Implement new department patch and logo
- ◇ Upgrade building security card access/benches in the booking room
- ◇ Replace the transcription system
- ◇ Upgrade the current Patrol squad camera system
- ◇ Update Alarm Ordinance
- ◇ Implement new intoxilyzer machine

## Administration Department Goals

- ◇ Coordinate a plan and seek quotes to replace the city’s phone system
- ◇ Conduct one business forum
- ◇ Coordinate/lead public facilities implementation
- ◇ Create a comprehensive e-mail database for business owners in Medina and continue to improve communication with businesses
- ◇ RFP for new recycling/garbage/organics contract
- ◇ Coordinate the 2012 redistricting process and 2012 elections
- ◇ Seek quotes on printing services
- ◇ Hold two business tours of three businesses in 2012
- ◇ Provide the Newsletter by e-mail
- ◇ Implement a reporting system for watershed projects
- ◇ Re-organize filing system for Personnel files

## Finance Department Goals

- ◇ Electronic payments—building permits
- ◇ Complete analysis of IRS regulations and taxable benefits
- ◇ Policy on write offs of uncollectible accounts
- ◇ Credit Card Policy Agreement Form
- ◇ Improve the format for the Finance Quarterly Reports
- ◇ Review water, sewer, and storm water funds/projections for Council discussion

# Recognizing Our Contributors

## Grants

\$334,450 from BWSR Clean Water Fund Grant (for Loretto Storm Water and Sediment and Nutrient Removal Project at Loretto Ball Fields)

## 2011 Donations & Volunteers

### Individuals

Thomas M. Crosby, Jr.  
Melissa Martinson  
Sharrie Flaig  
Marge Miller  
Colleen Sivets

### Civic Organizations

Boy Scouts 570 & 3538  
Clover Patch 4-H Club  
Cub Scouts 538  
Friends of Wolsfeld Woods  
Hamel Athletic Club  
Hamel Fire Department  
Hamel Firemen's Relief Association  
Hamel Lions Club  
Hennepin Co. Sheriff's K-9  
Holy Name of Jesus Church  
International Christian Cycling Club  
Liberty Triathlon  
Loretto Lions Club  
St. Anne's Church

### Local Businesses

21st Century Bank  
Adam's Pest Control, Inc.  
Allstate Insurance Co.  
Art 2 Heart  
Aunt Jens Motel/Ling Inn  
Caribou Coffee  
Clam Corporation  
Cold Stone Creamery  
Complete Eye Care of Medina

Countryside Café  
Cub Foods  
Culver's Restaurant  
Danny's Catering  
Dickey's Barbeque Pit  
Ditter Heating & Cooling  
DoJo Karate  
Elm Creek Golf Course  
Farmers State Bank of Hamel  
Fortin Health & Wellness Clinic  
Fusion Fitness/Ultimate Kettle Bells  
Gramercy Club & residents  
Hamel Building Center  
Hamel Electric  
Hedtke Marketing  
Highway 55 Rental  
Holiday Station - Hamel  
Intercomp  
Jake's City Grille  
Jimmy's Pizza  
Joe Senser's Sports Grill & Bar  
Lafayette Club  
Letterman Sports  
Loram Maintenance of Way, Inc.  
Lunds  
Maggie's Family Restaurant  
Maple Crest Garden Center & Landscaping  
Maxxon Corp.  
Mayer Mobil Gas Station  
McDonald's Restaurant  
Medina Education Institute  
Medina Entertainment Center

Medina Golf & Country Club  
Medina Inn  
Noodles & Company  
North Aircare  
Office Max  
OSI—Open Systems International  
Pilates Advantage  
Plymouth Holiday Station  
Plymouth Police Department  
Polaris  
Rainbow Foods  
Residential Mortgage Group, Alerus Financial  
Rogers 18-Movie Theatre  
Shamrock Golf Club  
Smashburger  
State Farm Insurance  
Sticks & Bricks  
Sunsets of Wayzata  
T Nails  
Target  
Technomics Research  
The Brost Clinic  
The Cellars Wine & Spirits  
The Foursome  
Walgreens  
Wells Fargo Bank  
West Financial Credit Union  
Willow Home Accents  
Winestyles  
Wright Hennepin Electric



# Recognizing Our Staff & Service Providers

Thank You to all of the following Staff, Consultants and Representatives who provided service to the City in 2011.

## City of Medina Staff

### Administration and Finance Staff

Scott Johnson, City Administrator (8/11 to Present)  
Doug Reeder, Interim City Administrator (5/11 to 8/11)  
Chad M. Adams, City Administrator (1/11 to 5/11)  
Jeanne Day, Finance Director (1/11 to 9/11)  
Joe Rigdon, Consultant Finance Dir. (9/11 to present)  
Jodi Gallup, Assistant to City Administrator  
Erin Barnhart, Accountant  
Teri Portinen, Accounting Technician  
Dale Cooney, Management Intern

### Public Works Department

Steve Scherer, Public Works Superintendent  
Ivan Dingmann, Foreman  
Greg Leuer, Maintenance Worker  
Derek Reinking, Maintenance Worker  
John Gleason, Maintenance Worker/Field Inspector  
Linda Lane, Office Assistant

### Planning and Zoning Department

Dusty Finke, City Planner  
Dale Cooney, Associate Planner  
Debra Peterson, Planning Assistant  
Linda Lane, Office Assistant

### Police Department

Ed Belland, Police Chief  
Jason Nelson, Sergeant  
Charmane Domino, Investigator  
Cec Vieau, Administrative Assistant  
Anne Klaers, Transcriptionist  
**Officers:** Chris McGill, Kevin Boecker, Keith Converse,  
Tom Gregory, John Vinck, David Hall, and  
Jeremiah Jessen  
**Community Service Officers:** Jeff Kordiak  
**Police Reserve Officers:** Steve Lundell, Michael Chorley,  
Todd Larson, Mark Ihrke, Mike Martensen, Mike Aase,  
and Jake Tuzinski

## Elected Representatives

Mayor Tom Crosby, Jr.  
**Council Members:** Elizabeth Weir, Mike Siitari,

Melissa Martinson, and Jeff Pederson

## Appointed Representatives

### Planning Commission

Charles Nolan, Chairperson  
**Commission Members:** Robin Reid, Beth Nielsen, Victoria  
Reid, Kent Williams, John Anderson, and Kathleen Martin

### Park Commission

Janet White, Chairperson  
**Commission Members:** Ann Thies, Madeleine Linck, Ben  
Benson, Jean Beaupre, Paul Jaeb, and Bill Waytas

### Other City Appointed Representatives

**Elm Creek Watershed Management Commission:**

Elizabeth Weir, Madeleine Linck, and Randy Foote

**Minnehaha Creek Watershed Commission:** Peter  
Rechelbacher and Ann Thies

**Pioneer-Sarah Creek Watershed Management Commission:**

Donald Johnston, Mike McLaughlin, and Dick Picard

**German Liberal Cemetery Transition Liaisons:**

Ann Thies and Marilyn Lueth

### Appointed Consultants

**City Attorney:** Ron Batty, Kennedy and Graven

**City Engineer:** Tom Kellogg, Bonestroo  
Darren Amundsen, Stantec

**City Assessor:** Rolf Erickson, Southwest Assessing

**City Auditors:** Abdo, Eick and Meyers

**Finance Director Consultant:** Joe Rigdon, KDV

**Prosecuting Attorney:** Steve Tallen, Tallen and Baertschi

**Planning Consultants:** Laurie Smith, Northwest Associat-  
ed Consultants

**Building Inspection:** Loren Kohnen and Roger Pioto ,  
Metro West Inspection

**Fire Marshal:** Loren Kohnen

**IT Consultant:** Mike Brocco, Cipher Laboratories

### Contracted/Franchised Service Providers

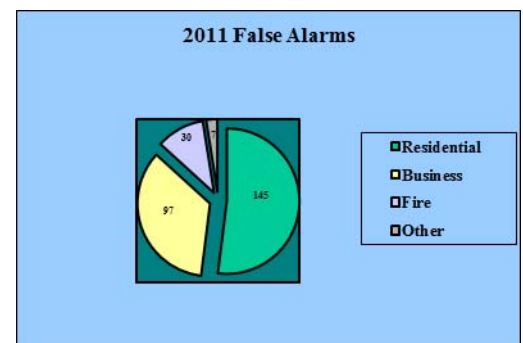
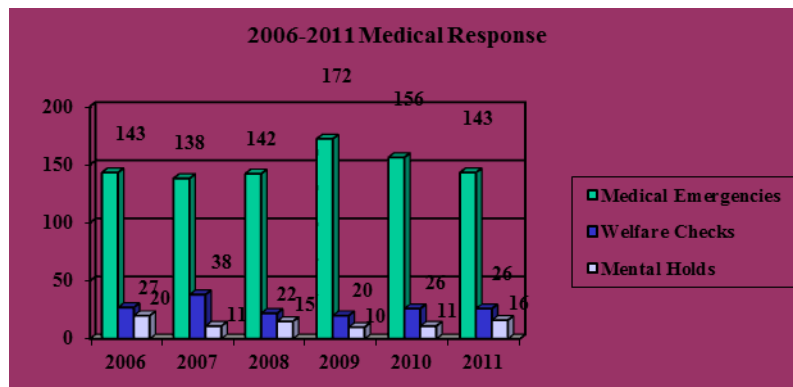
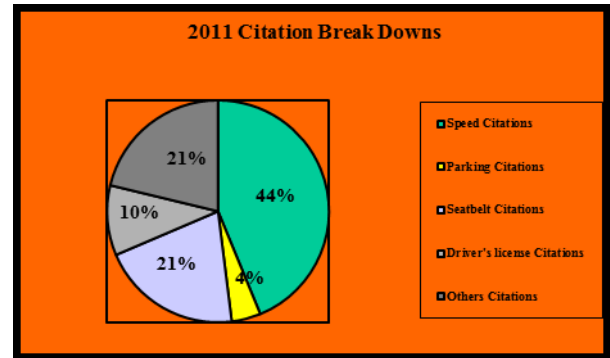
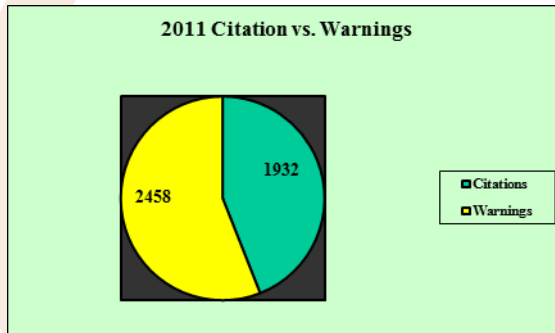
**Solid Waste, Organics & Recycling Collection:**

Randy's Environmental Services

**Utilities:** Mediacom (Cable and Broadband Communica-  
tion); Xcel & West Hennepin Electric Cooperative  
(Electric); Centerpoint Energy (Natural Gas); Frontier  
Communications & Qwest (Telephone)

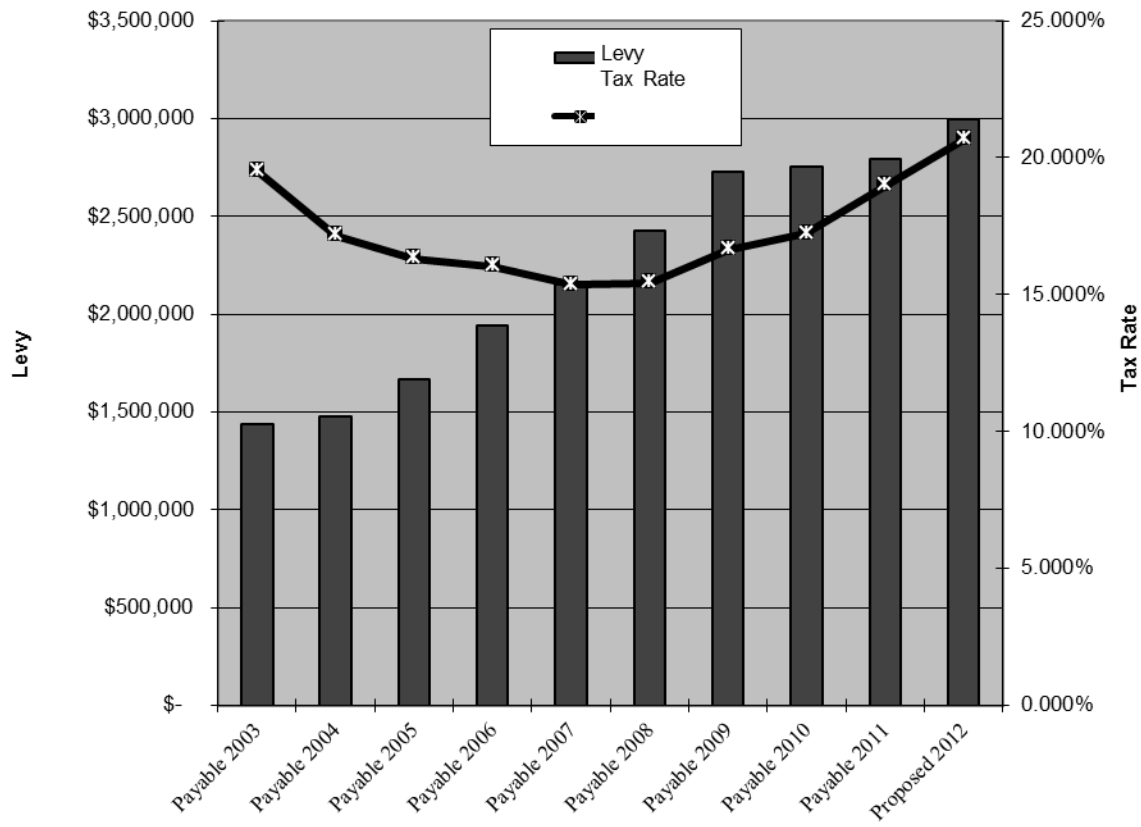
# Appendix

## Police Department Statistics



# Appendix

## City Tax Levy and Tax Rate History





# Appendix

## Building Permits: 2002-2011

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
# New Single Family	38	43	37	50	45	37	12	8	7	15
Valuation	\$29,299,540	\$36,561,270	\$33,354,550	\$41,073,340	\$34,902,986	\$35,722,915	\$7,427,995	\$6,850,993	\$3,422,331	\$9,763,948
# New Townhomes	22	26	16							
Valuation	\$7,952,000	\$10,770,000	\$6,530,000							
# New Multifamily		2		1						
# of Units		91		18						
Valuation		\$13,478,000		\$3,180,000						
# New Commercial	3	1	9	5	8	2	1	1	2	
Valuation	\$1,795,000	\$563,000	\$4,519,500	\$9,353,000	\$6,513,000	\$1,261,700	\$1,400,000	\$293,846	\$9,831,000	
# Other Valued Residential	154	123	137	131	120	103	98	76	78	85
Valuation	\$6,684,050	\$7,744,030	\$4,529,095	\$8,674,479	\$6,836,079	\$7,718,364	\$7,470,230	\$3,693,759	\$3,386,402	\$3,511,330
# Other Valued Commercial	19	25	39	45	68	78	113	25	40	47
Valuation	\$742,800	\$2,432,365	\$3,160,550	\$3,476,820	\$2,802,237	\$17,465,680	\$2,505,945	\$1,598,154	\$3,026,275	\$1,149,107
General Permits	489	445	417	375	187	265	190	341	439	390
General Permits (adjustment)*					206	181	63	67	77	100
Total Permits	725	665	655	607	634	666	477	518	643	637
Total Valuation	\$46,473,390	\$71,548,665	\$52,093,695	\$65,757,639	\$51,054,302	\$62,168,659	\$18,804,170	\$12,427,752	\$19,648,008	\$14,424,385

## Planning Land Use Applications: 2001-2011

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Variances	4	1		3	5	5	2	3	2	2	1
Conditional Use Permits	5	1	2	7		6	5	8	2	3	2
Preliminary Plats	9	1	4	3	7	6	4	2	2	4	3
Final Plats	8	5	3	9	8	7	8	2	2	1	2
Lot Divisions, Rearrange-ments				3	1	3	2	1	1	1	2
Site Plans		3		2	2	3	2	2	2	1	
Planned Unit Developments	3	1	1	1	6	2	1	1		1	
Comp Plan Amendments				1	2		1	1	1	2	2
Zoning Amendment	10	2		1	3				1	7	8
Interim Use Permit							1		1		
Ordinances	8	2	3	6	1	13	10	7	13	8	8
Vacations	2		5		2	6	2	5	1	2	
Extensions to file plats				1	1	1	8	3	1	2	1
Consent to plat						1					
Rescinding Previous Approval							1				
EAW Petition							1			1	
Totals	49	16	18	37	38	53	48	35	29	35	29

Note: These numbers represent the number of resolutions (for approval or denial) for various types of land use applications. Different applications require vastly different staff resources and projects often are being reviewed in different years.