



PREPARING FOR OUR FUTURE

City of Medina 2007 Annual Report

City of Medina

2007 Annual Report

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Welcome

Mayor T. M. Crosby, JR.

As the City of Medina approaches a population of 5,000, City Hall is a busy place. The report which follows detail some of the activity and gives other information about the City. In addition to the facts, figures, and activities; the "Preparing For Our Future, City of Medina 2007 Annual Report" includes important work on the city's 2030 Comprehensive Plan.

As mayor, I am striving to have the functions of the Medina government as open as possible. I am pleased with the information that is provided to the community in this "Preparing For Our Future, City of Medina 2007 Annual Report."

Medina's City Council

The 2007 City of Medina City Council was comprised of Mayor Tom M. Crosby, Jr. and Council members Carolyn Smith, Joe Cavanaugh, Elizabeth Weir, and Dan Johnson. In addition to attending two regular Council meetings a month, the Council met in special meeting work session at least once a month, conducted an annual goal setting session in February, administered the Local Board of Appeals and Equalization in April, and led the Truth In Taxation Budget Hearings in December. Several Council members also serve as City representatives and liaisons to various committees, boards, commissions and other quasi-governmental agencies.

Pictured from top to bottom on the right: Mayor Tom M. Crosby, Jr. and Council members Carolyn Smith, Elizabeth Weir, Joe Cavanaugh, and Dan Johnson.



City Administration Ordinances

Amended/Approved

- **13 in 2000**
- **16 in 2007**

Resolutions Processed

- **60 in 2000**
- **82 in 2007**

Local Board of Appeal Applications Reviewed

- **5 in 2000**
- **19 in 2007**

Hours Spent in Council Session

- **88 in 2000**
- **113 in 2007**

Full-Time Equivalent (FTE) Employees Approved in City

- **15 in 2000**
- **24 in 2007**

New Unfunded Mandates

- **3 (Storm Water Pollution Prevention, Lake Independence water quality, Government Accounting Standards)**

Growth indicators

- **4,005 population in 2000**
- **4,911 population in 2007**
- **1,309 households in 2000**
- **1,683 households in 2007**
- **\$524,413,400 market value in 2000**
- **\$1,462,470,100 market value in 2007**

2007 Work Plan

- **75 goals established at annual goal setting session**

of Contracts/Agreements Managed Annually

- **117**

City Administrator

It is with pleasure to introduce the 2007 Annual Report to the City of Medina. The purpose of this new annual reporting mechanism is to provide a consolidated historical archive of the City's activity, a highlight of accomplishments, as well as challenges faced throughout the given year. Because the City continues to grow, the 2007 report has emphasized the illustration of statistics and information providing comparisons to past years. The theme "*Preparing for Our Future*" was used on the title of this Annual Report because of the significant amount of planning and visioning that was conducted throughout the year to plan ahead for the community's growth.

References to the City's various planning efforts and documents are included throughout this report. The City has held a number of open houses, appointed citizen task forces and committees, and solicited public discussions during Council meetings to best prepare a master plan and vision for our future. These master planning tools will be used as valuable resources for many years and are maintained at City Hall for public inspection.

I truly commend the citizens of Medina for volunteering and engaging in the community's activities and long-term visioning process. In addition to the formal planning processes undertaken in 2007, the community is fortunate to have volunteers assist the City in hosting our annual Clean-Up Day and Celebration Day.

The City's staff and officials have also been recognized later in this report for working diligently with Medina's citizenry in 2007. Our City representatives have provided a high level of commitment and service to the community in 2007. As we have been "*Preparing for Our Future*" in 2007, we will continue collaborating and partnering with Medina's citizenry to best serve the public interest of the community.

-Chad Adams, City Administrator

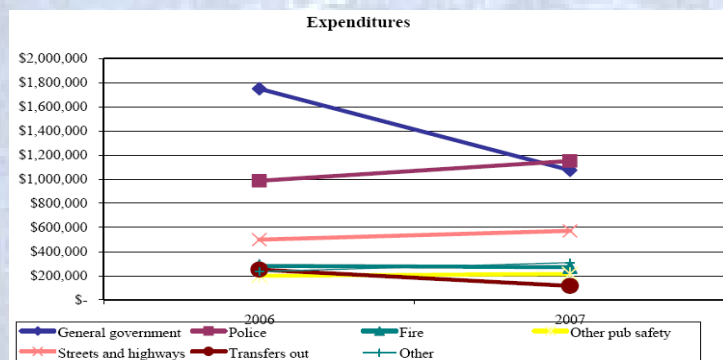
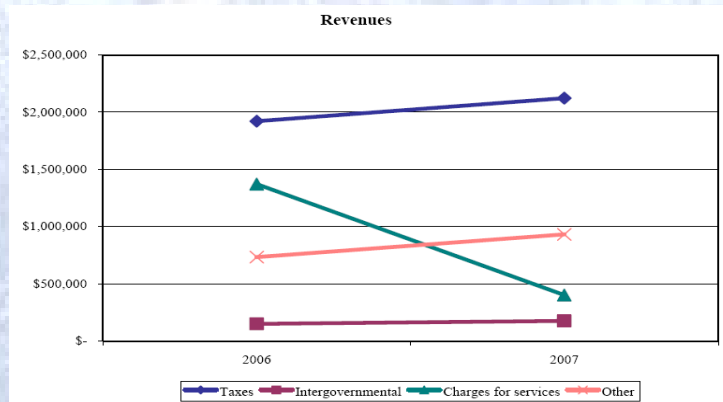
Finance Department

The Finance Department was active in 2007 maintaining existing operations in payroll, utility billing, purchasing, investing of city funds, assessing, managing other assets as directed, as well as producing annual reports and long-term financial analysis.

Annual reports that were prepared in 2007 included the operating budget, financial report (audit), investment report and a five-year Capital Improvement Program (CIP). The Department also accomplished the goal of providing regular updates to the City Council on the operating budget and investments.

In addition to the annual reporting, the Department prepared a preliminary 30-year financial management analysis that guided policy discussion throughout the 2008 budget planning sessions. An update to the City's Water System Rate Study was also completed, which forecasts long-term needs for capital infrastructure and the rates/fees projected to support such infrastructure.

The charts below illustrate the distribution of the City's General Fund:



Additional Statistics/Charts may be found below and in Appendix A.

Accounting Funds Managed

- **1 – General Fund**
- **7 – Special Revenue Funds**
- **2 – Debt Service Funds**
- **16 – Capital Project Funds**
- **2 – Enterprise Funds**
- **1 – Agency Fund**

Accounts Payable Processing

- **1512 checks in 2006**
- **1563 checks in 2007 at value of \$6.1 million**

Cash Management

- **\$435,475 in interest earnings**
- **\$11,968,000 year end investment balance**

Payroll

- **134 checks processed**
- **606 direct deposit checks**
- **\$2,989,000 total related payroll expenses**
- **37 W-2's for 2007 vs. 35 in 2006**

Utility Billing

- **1100 water and sewer customer accounts**
- **4300 water and sewer utility bills generated**
- **\$672,723 water operating revenue generated**
- **\$366,157 sewer operating revenue generated**
- **697 recycling bills generated**
- **\$17,000 recycling revenue generated**

General Fund Expenditures

- **\$4,202,336 in 2006**
- **\$3,710,462 in 2007**

General Fund Revenues

- **\$4,174,281 in 2006**
- **\$3,630,887 in 2007**

City Tax Levy

- **\$1,943,278 in 2006**
- **\$2,150,00 in 2007**

Financial Review (Statement of Activities)

CITY OF MEDINA, MINNESOTA STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2007

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Governmental activities				
General government	\$ 1,121,766	\$ 236,245	\$ 10,020	\$ 37,367
Public safety	1,819,399	775,180	131,921	-
Public works	1,108,665	177,512	-	545,040
Sanitation and waste removal	45,678	15,321	14,757	-
Culture and recreation	265,841	281,087	51,479	-
Economic development	7,346	-	-	-
Interest on long-term debt	69,106	-	-	-
Total governmental activities	4,437,801	1,485,345	208,177	582,407
Business-type activities				
Water	844,845	680,008	-	-
Sanitary sewer	405,392	369,256	-	-
Total business-type activities	1,250,237	1,049,264	-	-
Total	\$ 5,688,038	\$ 2,534,609	\$ 208,177	\$ 582,407

General revenues

Taxes

Property taxes

Tax increments

Grants and contributions not restricted to specific programs

Unrestricted investment earnings

Gain on sale of capital assets

Transfers

Total general revenues and transfers

Change in net assets

Net assets, January 1

Net assets, December 31

The City's Annual Financial Report, Year Ended December 31, 2007, is maintained at City Hall for additional information

Financial Review *(Statement of Activities, continued)*

Net (Expenses) Revenues and Changes in Net Assets		
Governmental Activities	Business-type Activities	Total
\$ (838,134)	\$ -	\$ (838,134)
(912,298)	-	(912,298)
(386,113)	-	(386,113)
(15,600)	-	(15,600)
66,725	-	66,725
(7,346)	-	(7,346)
(69,106)	-	(69,106)
<u>(2,161,872)</u>	<u>-</u>	<u>(2,161,872)</u>
-	(164,837)	(164,837)
-	(36,136)	(36,136)
-	(200,973)	(200,973)
<u>(2,161,872)</u>	<u>(200,973)</u>	<u>(2,362,845)</u>
2,139,744	-	2,139,744
152,742	-	152,742
30,393	-	30,393
342,604	118,956	461,560
6,387	-	6,387
(33,686)	33,686	-
<u>2,638,184</u>	<u>152,642</u>	<u>2,790,826</u>
476,312	(48,331)	427,981
<u>16,373,371</u>	<u>12,266,873</u>	<u>28,640,244</u>
<u>\$ 16,849,683</u>	<u>\$ 12,218,542</u>	<u>\$ 29,068,225</u>



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Financial Review (Statement of Net Assets)

CITY OF MEDINA, MINNESOTA STATEMENT OF NET ASSETS DECEMBER 31, 2007

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and temporary investments	\$ 6,299,693	\$ 5,658,552	\$ 11,958,245
Property tax receivable	48,687	-	48,687
Accounts receivable	5,663	189,831	195,494
Internal balances	178,099	-	178,099
Due from other governments	50,993	1,382	52,375
Special assessments receivable:			
Delinquent	93,507	1,499	95,006
Deferred	1,002,654	30,962	1,033,616
Prepaid items	22,108	17,870	39,978
Unamortized bond discount	36,294	107,481	143,775
Capital assets:			
Land and construction in progress	215,388	921,221	1,136,609
Depreciable assets (net of accumulated depreciation)	11,278,836	14,057,976	25,336,812
TOTAL ASSETS	19,231,922	20,986,774	40,218,696
LIABILITIES			
Accounts payable	241,240	25,914	267,154
Contracts payable	53,072	6,961	60,033
Retainage payable	8,721	1,726	10,447
Due to other governments	7,139	4,869	12,008
Salaries payable	23,185	3,192	26,377
Accrued interest payable	25,704	65,663	91,367
Deposits	13,609	-	13,609
Unearned revenue	11,107	-	11,107
Noncurrent liabilities			
Due within one year			
Compensated absences payable	57,424	16,805	74,229
Bonds payable	320,000	260,000	580,000
Due in more than one year			
Compensated absences payable	86,038	13,102	99,140
Bonds payable	1,535,000	8,350,000	9,885,000
Notes payable	-	20,000	20,000
TOTAL LIABILITIES	2,382,239	8,768,232	11,150,471
NET ASSETS			
Invested in capital assets, net of related debt	9,639,224	6,349,197	15,988,421
Restricted for			
Debt service	448,893	-	448,893
Unrestricted	6,761,566	5,869,345	12,630,911
TOTAL NET ASSETS	\$ 16,849,683	\$ 12,218,542	\$ 29,068,225

The City's Annual Financial Report, Year Ended December 31, 2007, is maintained at City Hall for additional information.

Planning Department

In 2007, the Planning Department's primary tasks involved the preparation of the City's draft 2030 Comprehensive Plan, delivery of an Open Spaces Report, continued processing of land-use applications and enhancing code enforcement.

After holding a series of open houses in 2006, a Comprehensive Plan Advisory Panel, consisting of City Council, Planning Commission, Park Commission, as well as staff and consultant representatives, was appointed early in the year to serve as a working panel on review of the plan. The Advisory Panel submitted a draft Comprehensive Plan to the Planning Commission for review during public hearings on November 27th and December 11th. The Planning Commission completed their review and forwarded to the City Council for their January 2008 consideration.

An Open Space Report was completed and presented to the Comprehensive Plan Advisory Panel. The Panel included a summary of the Open Space Report into the 2030 Comprehensive Plan. The Report will continue to serve as a valuable reference tool for future adoption of an Open Space or Conservation Design ordinance.

The Department received a variety of land-use applications that reflect the resident's desires to improve their properties as well as developer interests to build in the Medina community. Examples of prominent land-use applications in 2007 included:

- *Denial of a Comprehensive Plan Amendment for a multi-family development adjacent to the Medina Country Club.*
- *Granting of an Interim Use Permit for an Animal-Assisted Therapy facility on Chestnut Road.*
- *Preliminary Approval for a multi-use commercial development in the Uptown Hamel District.*
- *Granting Subdivision of 47 acres into 7 lots north of Navajo Rd.*

The Department's 2007 code enforcement efforts included the initiation of inspection compliance on all Independent Sewer Treatment Systems and increased enforcement of the City's nuisance ordinance.

Additional Statistics and Charts may be found in Appendix A.

Ordinances Adopted

- **Tree Preservation and Replacement**
- **Regulations created on Animal Assisted Therapy Use in Rural Residential District**
- **Regulations removed on Animal Assisted Therapy Use from Rural Residential District**
- **Regulations on Cemeteries in Rural Residential District**

Land Use Applications Reviewed

- **6 – Conditional Use Permits**
- **10 – Lot Subdivision/Rearrange**
- **2 – Variances**
- **1 – Interim Use Permit**
- **1 – Comprehensive Plan Amendment (denial)**

Building Permits Issued

- **509 – Total Permits**
- **37 – New Single Family Permits**
- **3 – New Commercial Permits**

Value of Permits Issued

- **\$59,595,901 – Value of Total Permits**
- **\$35,722,915 – Value of New Single Family Permits**
- **\$1,311,700 – Value of New Commercial Permits**

Septic System Compliance Notices Sent

- **747**

Comprehensive Plan Advisory Panel Meetings

- **13 – Regular Meetings**
- **2 – Open Houses**

Maintained Infrastructure

56 Street Miles Maintained

6 Miles of Sidewalks & Trail Maintained

100 Street Signs Maintained

141 Streetlights Maintained

35 Roadside Ditch Miles Mowed

30 Sanitary Sewer Miles Maintained

10 Sewer Lift Stations Maintained

450 Sewer Manholes Maintained

25 Water Main Miles Maintained

10 Water Wells Maintained

181 Culverts Maintained

Water Pumped/Treated (gallons)

- **166,942,000 - Hamel system**
- **14,566,780 - Ind. Beach**
- **7,816,100 - Morningside**

41 Best Management Practices (BMP's) Monitored for Storm Water Pollution Prevention Program (SWPPP)

Public Works

The Public Works Department accomplished a diverse number of projects both in physical form and through long-term administrative planning in 2007. The Department provides many services in the areas of streets, water, sanitary sewer, storm water, and parks, which naturally creates a high level of visibility for public improvements. A significant amount of planning and creativity is also needed to achieve both cost-effective and high-quality improvements. The following is a sample of such improvements and products:

- Pavement Management Program – The analysis completed demonstrated a need for \$671,000 in annual revenue to maintain the City's 56 miles of streets. Instead of using the City's general tax levy to support these needs, City leaders received the message from the general public to look at other creative options, such as bonding, assessments or other opportunities. City personnel patched and seal coated some roadways, instead of performing overlays as a cost-saving measure in 2007.
- Holy Name Lake Park Shoreline – Through submitting timely application for grant funds with the City's Capital Improvement Plan and cooperative use of City park dedication funding, the City received a grant award to complete the project in 2008.
- Hamel Legion Park Improvements – City personnel completed storm drain and tile work for the new playground equipment and basketball court instead of contracting out this expense.
- Brush Chipping and Hauling – The City contracted with a local company to chip and haul brush at no charge, saving the City close to \$10,000 compared to past years.
- Dust Control on Gravel Roads – Used recycled shingles.
- Joint Shouldering Project – Shared services with the City of Corcoran to reduce resources/expense to both cities.
- Medina Road Overlay and Trail – Scheduled completion of road-side trail along portion of Medina Road at same time as road overlay to maximize cost-efficiencies.

Other highlights for the year included hosting the Hamel Water Treatment Plant Open House and Tours in May, installation of Well No. 6 in Hamel Legion Park and construction of a raw water supply line. The raw water supply line was needed to supply raw water from the Hamel Legion Park, including the new Well No. 6 and existing Well No. 5 in the park, to the Hamel System's Water Treatment Plant for treatment.

Parks, Recreation & Environment

The City's parks, recreation and environmental services continue to expand as the City's population and urban growth increases. In 2007, the primary projects and accomplishments included the improvements to Hamel Legion Park, approval of the County Road 19 Regional Trail Plan, and implementation of the Lake Independence Total Maximum Daily Load (TMDL).

The planning for a number of improvements to Hamel Legion Park occurred in 2007, while implementation was shared in 2007 and 2008. The projects included a fire pit, veteran's memorial plaza, and fountain plaza adjacent to the Hamel Community Building, as well as playground equipment and a full basketball court in the park.

The County Road 19 Regional Bike Trail will ultimately consist of a trail along CR19 from Baker Park Reserve to Crow-Hassan Park Reserve near Hanover. The trail will be located on the east side of CR19 in Medina and received Park Commission and City Council review/approval. The project is being funded through federal grant monies with no cost to the City. Completion of the project is planned for 2010.

In accordance with the Clean Water Act, the City and other adjacent communities to Lake Independence are responsible for preparing a clean up plan to the lake due to its classified "impaired" status. The City was involved in creating the clean up plan, often referred to as the "TMDL Implementation Plan" for Lake Independence.

The Park Commission, Staff and Council were also involved in a number of other projects and initiatives in 2007. Some highlights include: tree planting in Maple Park, annual park tour, preparation of capital improvement plan for parks, contracting with the Hamel Athletic Association for boys Hamel youth baseball, review of park dedication requirements in land-use applications, display of educational materials and tree sales at the City's Clean-Up Day.

of Parks and Nature Areas Maintained

➤ **12**

Acres of Parks and Nature Areas Maintained

➤ **140**

Other Park Facilities Maintained

- **3 – Pavilions**
- **6 – Picnic Areas**
- **12 – Ball Fields**
- **7 – Recreational/Sport Courts**
- **1 – Boat Launch**
- **6 – Public Restrooms**

Pounds of Annual Phosphorous Nutrient Loading Reduction Needed from Lake Independence

➤ **872**

of Specific Tasks Identified in Lake Independence TMDL to Reduce Phosphorous Loading

➤ **17**

Total Cost (including Labor) to Build Playground Equipment in Hamel Legion Park

➤ **\$150,000**

Donation Received from Hamel Lions Club to Build the Playground Equipment

➤ **\$37,500**

Park Dedication Fee Revenue Generated from New Development

- **\$185,556 in 2006**
- **\$115,135 in 2007**

2007 Crime Statistics

- 0 – Murders
- 4 – Rapes
- 1 – Robbery
- 1 – Assault
- 27 – Burglaries
- 22 – Thefts
- 4 – Auto Thefts
- 0 – Arsons
- 14 – Forgeries
- 11 – Frauds
- 68 – Stolen Properties
- 40 – Vandalisms
- 2 – Weapons
- 33 – Narcotics
- 136 – DWI's
- 21 – Liquor Laws
- 16 – Disorderly Conducts
- 57 – Other

Investigative Services

- 461 cases investigated in 2007 vs. 462 in 2006
- 69% of cases cleared by arrest
- \$35,000 worth of jewelry taken from one Medina residence
- \$30,000 in forfeiture checks revealed written in Medina

West Metro Drug Task Force

- 86 new cases (with 116 people arrested)
- 27 cases pending prosecution
- \$18,737,861 street value of drugs seized
- \$774,500 value of cash, weapons and vehicles seized

Medina Police Reserves

- 1,379 volunteer hours serviced by five officers in 2007
- 13,700 volunteer hours serviced since 2001
- 1541 house checks, jail transports, vehicle impounds and community events served since 2001
- \$25,700 estimated value of service provided to City in 2007

Police Department

The Police Department continues to adjust and grow with the City as it changes. In 2007, the Department implemented a plan to improve investigative resources and improve administrative efficiency through the internal promotion of an investigator and new hiring of a part-time transcriptionist. Other primary accomplishments in 2007 included the implementation of a records management system and increased community involvement.

Establishment of the records management system, which involves sharing records between departments, required cooperation between the Medina, West Hennepin, Wayzata, and Minnetrista Police Departments.

The Department's community involvement included the following:

- *Boy and Girl Scout Tours*
- *Bicycle Safety*
- *Hamel Rodeo and Parade*
- *Child ID Fingerprinting*
- *Citywide National Night Out*
- *Morningside Last Day of School Parade*
- *Loretto Fun Fest*
- *Loretto Holiday Train*
- *Daily School Patrols for St. Peter and Paul Academy*
- *Holy Name Church Safety Day and Safety Plan*
- *Medina Celebration Day*
- *Speed Trailer/Study*
- *Orono High School Character Counts and Citizen Police Academy*

Another example of continued community involvement includes the Department's participation with the West Metro Drug Task Force. Medina has been involved with the Task Force for the past four years. The Task Force consists of officers from the Medina, West Hennepin, Orono, and Mound Departments as well as the Hennepin County Sheriff's Office. The Task Force receives a portion of seized property, as indicated in the column to the left, once a case has been finalized and suspects have been convicted. The seized funds help support the Task Force.

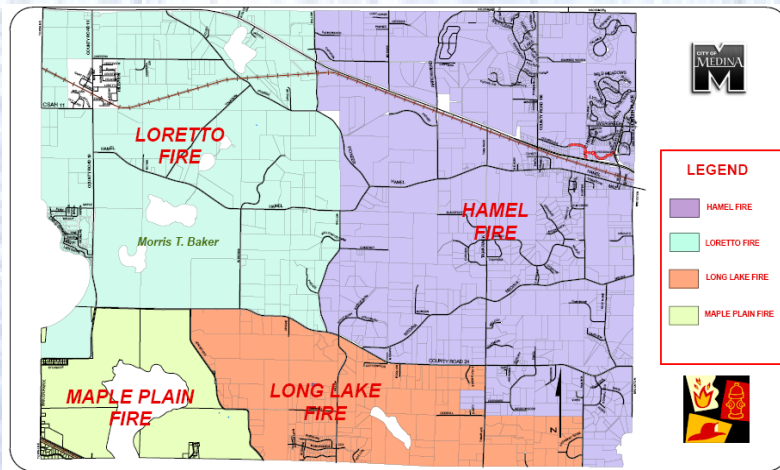
Additional Statistics/Charts may be found in Appendix A.

Fire Departments

& Emergency Management

The City's public safety services also consist of fire services and emergency management. The Hamel Volunteer Fire Department, Loretto Volunteer Fire Department, Long Lake Fire Department and Maple Plain Fire Department all provide fire services to the City of Medina. For emergency management, the City participates with area agencies through the Lake Minnetonka Regional Operations Plan.

The map below demonstrates the fire service coverage area in Medina received by the four fire departments. The Hamel and Loretto Fire Departments provide the majority of fire services to the City and are both independently owned entities. The Long Lake Fire Department and Maple Plain Fire Department serve under the jurisdiction of their respective City governments. The City contracts with all four departments to provide the fire service coverage.



Emergency management continues to be a priority for the City's public safety services. In 2007, new City employees and City Council members were trained on emergency management. The City sponsored training for other neighboring communities in 2007 as part of a collaborative training effort. The City continues to work with the Lake Area Region to ensure that the emergency plan and resource manual are up-to-date.

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

- 198 – Number of Total Calls
- 136 – Hamel Fire
- 39 – Loretto Fire
- 18 – Long Lake Fire
- 5 – Maple Plain Fire

Total Call Hours

- 1589 – Total Call Hours
- 1122 – Hamel Fire
- 198 – Loretto Fire
- 207 – Long Lake Fire
- 62 – Maple Plain Fire

Operating Budget

- \$274,050 in 2006
- \$292,050 in 2007

Capital Budget

- \$87,000 in 2006
- \$107,000 in 2007

Geographic Area Served

- 54% - Hamel Fire
- 28% - Loretto Fire
- 17% - Long Lake Fire
- 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 Fire
- 5% - Maple Plain Fire

Fire Chief Leadership

- Brandon Guest – Hamel Fire
- Herb Koch – Loretto Fire
- Steve Boecker – Long Lake Fire
- Nate Jerde – Maple Plain Fire

A Year In Retrospect

January

- Oath of Office administered for Mayor Thomas M. Crosby Jr. and Council members Carolyn Smith and Dan Johnson
- Former Mayor Bruce Workman and Council Member Randy Brinkman recognized for years of City service
- Petition for Environmental Assessment Worksheet (EAW) accepted for Rising Sun Memorial Park cemetery
- Residents Charles Nolan, Mary Verbick and Mark Bryant appointed to Planning Commission
- Residents Ben Benson and Brian Kingsley appointed to Park Commission
- Residents Thomas M. Crosby, Jr., Carolyn Smith, Elizabeth Weir, Charles Nolan, Ann Thies, and Madeleine Linck appointed to 2010-2030 Comprehensive Plan Task Force

February

- Truck traffic regulations amended by ordinance related to prohibition of trucks over 35,000 lbs in gross vehicle weight on City roads
- Moratorium implemented for one year on billboard/flashing electronic signs
- Annual Goal Setting Session/Council Retreat sets 75 goals for the year
- Comprehensive Plan Amendment to Townhomes of Rolling Green denied; located north and west of Medina Golf and Country Club
- Annual Storm Water Pollution Prevention Program (SWPPP) public hearing conducted

March

- Office Assistant to Planning and Public Works Linda Lane appointed to position
- Shoreline buffering and rain garden consultation program approved for year
- Lake Independence Total Maximum Daily Load (TMDL) Implementation Plan completed and presented to Council
- Police Records Management Contract approved with area jurisdictions
- Medina Police Reserve Officers recognized for volunteer community service



April

- Local Board of Appeals and Equalization conducted by City Council at City Hall; 19 properties are reviewed
- Long-range concept plans for Trunk Highway 55 intersections CR116 and CSAH101 presented to Council
- Financial Analysis Report for extension of utilities to Corcoran accepted w/ direction to begin contract discussions
- Annual City Clean Up Day conducted at City Hall and Public Works site



May

- Safe and Sober Communities Project authorized
- Parkview Knoll subdivision at 2182 Homestead Trail receives final approvals
- Beannact Farm subdivision at 3003 and 3085 Hamel Road receives final approvals

June

- Willow Hill Preserve subdivision at 2492 and 2520 Willow Drive receives final approvals
- Fox Run Farm subdivision at 2605 Hamel Road receives final approvals
- Liquor license classifications modified by ordinance
- 2006 Audited Financial Statements presented and accepted
- Well Number 6 Pumping Facility project awarded
- Former Mayor Anne Theis recognized and honored for years of service to community after passing away

July

- Facilities Master Plan demonstrating need for future public works facility, city hall and police facility presented and accepted; direction provided to begin seeking land for public works facility
- Medina Lake Preserve, Rainwater Nature Area, and Hidden Lake Sanctuary officially named



- Water conservation regulations modified by ordinance related to water supply shortages, water use restrictions and landscape irrigation

- Resident Keegan Johnson, age 10, recognized for efforts in home fire
- City Administrator position formally established by ordinance
- Peddler & solicitor regulations amended by ordinance related to licensing, application process and general regulations
- County Road 19 Regional Trail project approved
- Feasibility Report authorized for Hamel Road reconstruction and utility improvements in Uptown Hamel
- Well Number 6 Raw Water Supply Line project awarded to supply water from Hamel Legion Park to Hamel Water Treatment Facility

August

- Planning Director Tim Benetti appointed to position
- Tomahawk Acres subdivision near Tomahawk Trail receives final approvals
- Request for Proposal (RFP) authorized for solicitation of solid waste collection services with option of recycling and compostables (organics)

September

- 3rd Annual Medina Celebration Day conducted in Hamel Legion Park



- Request to change name of Holy Name Lake to Hansmann Lake denied
- Police Officer Jeremiah Jessen sworn into duty
- Preliminary tax levy of \$2,897,197 and general fund budget adopted

October

- Hamel Legion Park playground equipment, basketball court, plaza and fire pit completed



- Request to Hennepin County made to consider turn back of County Road 201 (Homestead Trail and Parkview Drive) to City
- Flexible Spending Account (FSA) approved for city employees
- Hamel Station Retail Development at 3575 Sioux Drive receives final approvals

November

- License awarded to Randy's Sanitation, Inc. for collection and disposal of residential solid waste, recyclables and compostables (organics)
- Interim Use Permit granted to MNLINC at 2000 Chestnut Road for two years to conduct animal-assisted therapy facility
- Tree preservation regulations amended by ordinance related to tree preservation, removal and replacement in residential districts
- Functional Assessment of Wetlands report accepted

- Cemetery regulations amended by ordinance related to cemeteries as conditional uses in rural residential districts

December

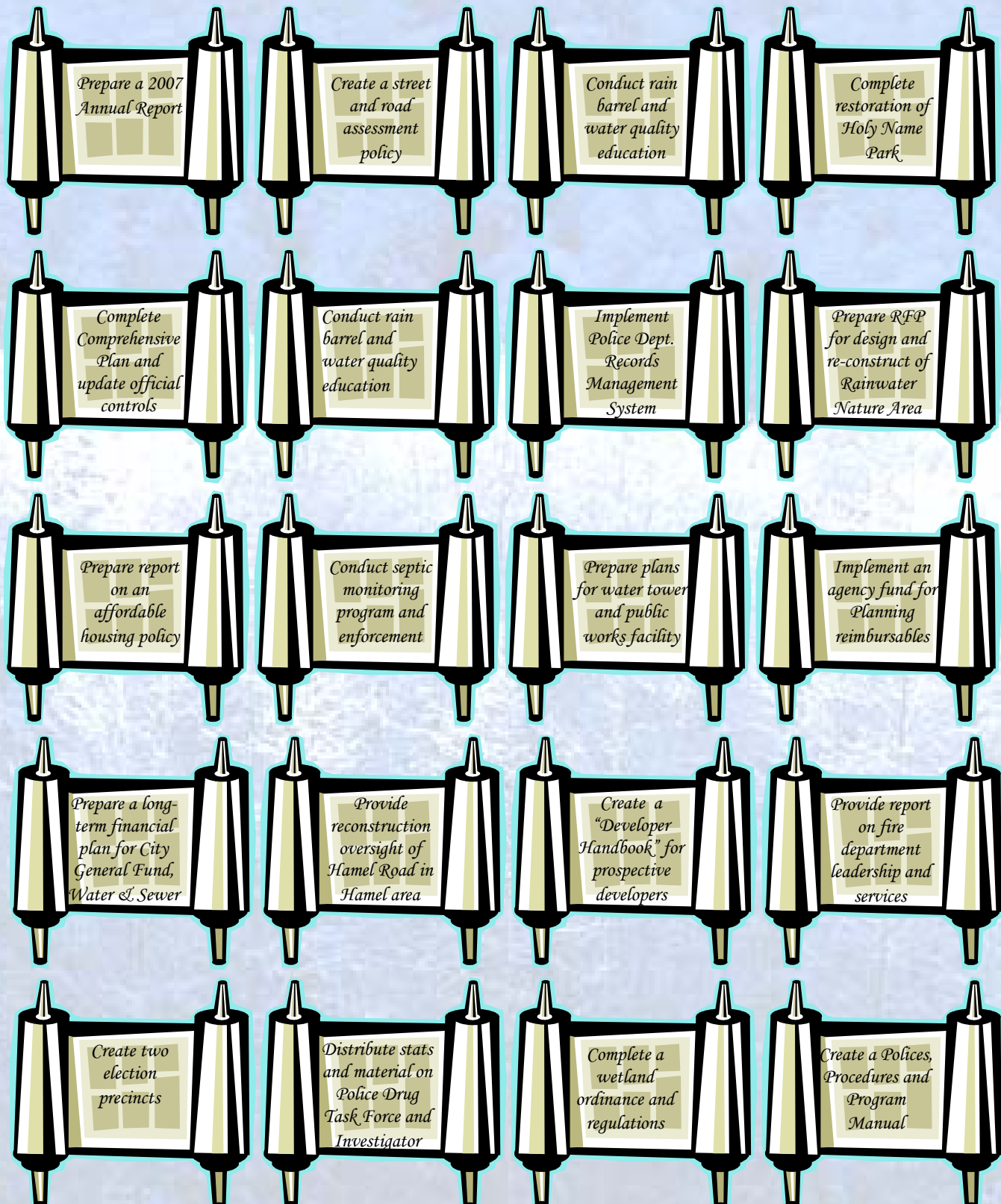
- Sale of \$4,395,000 in General Obligation Water Revenue Bonds for water infrastructure improvements approved
- Resignation of Deputy Clerk Laura Sulander accepted after recognizing twenty-two years of service
- Tuckborough Ridge subdivision granted final approvals; located north of Navajo Rd. and east of Tamarack Dr.
- Hamel Road reconstruction feasibility report for Uptown Hamel accepted; public hearing for construction scheduled for January 2008
- Trunk Highway 55 Concept Plan recognized as growth continues in region
- 2008 Final Tax Levy set at \$2,423,714 along with all 2008 fund budgets
- Annual Celebration of Service/Holiday Banquet held



- Donald E. DesLauriers recognized and honored as Council member and years of community services after passing away
- Jodi Wunsch promoted to Assistant to City Administrator
- Steve Scherer promoted to Public Works Superintendent

Preview of 2008 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 2008 are illustrated below:



Recognizing Our Contributors & Service Providers

GRANTS

Embrace Open Space and the Trust for Public Land-\$30,000 in Technical Assistance
2007 Fire Act Grant- \$28,073 from Department of Homeland Security
Commercial Equipment Direct Assistance Program
Minnesota Police Reserve Officers Association
Metropolitan Council Comp Plan Grant
MN State Patrol's Operation NightCAP
Safe and Sober Grant
West Hennepin Recycling Score Grant

2007 DONATIONS & VOLUNTEERS

Individuals

Pam Farmer - Park
Amenities
Thomas M. Crosby, Jr.
Ken and Elizabeth Weir

Civic Organizations

Hamel Lions
Hamel VFW
American Legion
Hamel Fire Department
Hamel Athletic Association
Boy Scout Troop #570
4-H Clover Patch Club
Corcoran Lions
Uptown Hamel Business
Assoc.
West Hennepin Pioneer
Assoc.
Medina Rotary Club

Local Businesses

Argent Parc
Countryside Café
Culver's
Designing Nature
Dobo's Café and Bakeshop
Doboszinski & Sons
Farmers State Bank
Fantastic Sam's
Fortin Hardware
Gramercy Corp.
Great Clips
Hamel Electric
Hedtke Marketing
Howie's Barber Shop
Hwy 55 Rentals
Inn Kahoots
Jackson Hewitt

Jimmy's Pizza
Lingen Construction
Loram Inc.
Liquor Depot
Maxxon Midwest Corporation
Mayer Mobil Gas
McDonald's
Medina Entertainment Center
Medina Golf & Country Club
Premax
Shamrock Golf
TNails
Target
Twinco Automotive
Wells Fargo
West Metro Tax Service
Wright Hennepin Electric

CITY OF MEDINA STAFF

Thank You to all of the following Staff, Consultants and Representatives who provided service to the City in 2007.

Administration & Finance Department

City Administrator Chad M. Adams

- Finance Director Jeanne Day
- Deputy Clerk Laura Sulander

- Assistant to City Administrator Jodi Wunsch
- Administration Intern Kimberly Ann

Planning & Zoning Department

Planning Director Tim Benetti

- City Planner Rose Lorsung
- Assistant to Planning Dusty Finke

- Office Assistant Linda Lane

Public Works Department

Public Works Superintendent Steve Scherer

- Equipment Operator Bob Dressel
- Water/Sewer Operator Ivan Dingmann
- Public Works Maintenance Worker Greg Leuer

- Office Assistant Linda Lane
- Summer Worker Dave Kottke
- Part-time Worker Fred Skreen

CITY OF MEDINA STAFF (continued)

Police Department

Police Chief Edgar Belland

- Sergeant Jason Nelson
- Investigator David Hall
- Administrative Assistant Cec Vieau
- Officers Chris McGill, Kevin Boecker, Keith Converse, Tom Gregory, John Vinck, Charmane Domino and Jeremiah Jessen

➤ Transcriptionist Anne Klaers Grothe

➤ Community Service Officers:

Nick Marohnic, Josh McKinely, Dave Kliszc and Jamison Ritter

➤ Police Reserve Officers: Steve Lundell, Michael Chorley, Todd Larson, Mark Ihrke, Jennifer Rouillard

APPOINTED REPRESENTATIVES

City Council

- Mayor Tom Crosby, Jr.,
- Council Members: Liz Weir, Joe Cavanaugh, Carolyn Smith, and Dan Johnson,

Planning Commission

- Chairperson Mary Verbick
- Vice Chairperson Jeff Pederson
- Commission Members: Mark Bryant, Doug Dickerson, Sharon Johnson, Charles Nolan, Robin Reid, and Michele Litts.

Park Commission

- Chairperson Ann Thies
- Vice Chairperson Madeleine Linck
- Commission Members: Gerry Dykhoff, Galen Bruer, Bob Pastor, Ben Benson, and Brian Kingsley.

Comprehensive Plan Advisory Panel

- Mayor Thomas M. Crosby Jr.
- Council members Elizabeth Weir and Carolyn Smith
- Planning Commissioners Charles Nolan and Doug Dickerson
- Park Commissioners Ann Thies and Madeleine Linck

➤ Staff: City Administrator Chad M. Adams, Planning Director Tim Benetti, Assistant to Planning Dusty Finke

➤ Landform Consultants: Jennifer Haskamp and Andy Gitzlaff

Open Space Task Force

➤ Committee Members: Galen Bruer, Joe Cavanaugh, Kirsten Chapman, James S. Lane, Mark Metzger, Robin Reid, Susan Seeland, Ann Thies, and Elizabeth Weir

➤ Staff: City Administrator Chad M. Adams, City Planner Rose Lorsung, Assistant to Planning Dusty Finke, and Office Assistant Jodi Wunsch

➤ Consultants: Jean Coleman and Brian Ross from CR Planning, Inc. and Chris Behringer from SEH, Inc.

Facilities Citizen Advisory Committee

➤ Committee Members: Marilyn Fortin, Jeff Garthwait, Robert Mitchell, Beth Nielsen, Dianne Rouillard

➤ Staff: City Administrator Chad M. Adams, Police Chief Ed Belland, Public Works Foreman Steve Scherer

➤ Consultants: Ed Kodet and Heidi Lukewich from Kodet Architectural Group, Ltd.

Other City Appointed Representatives

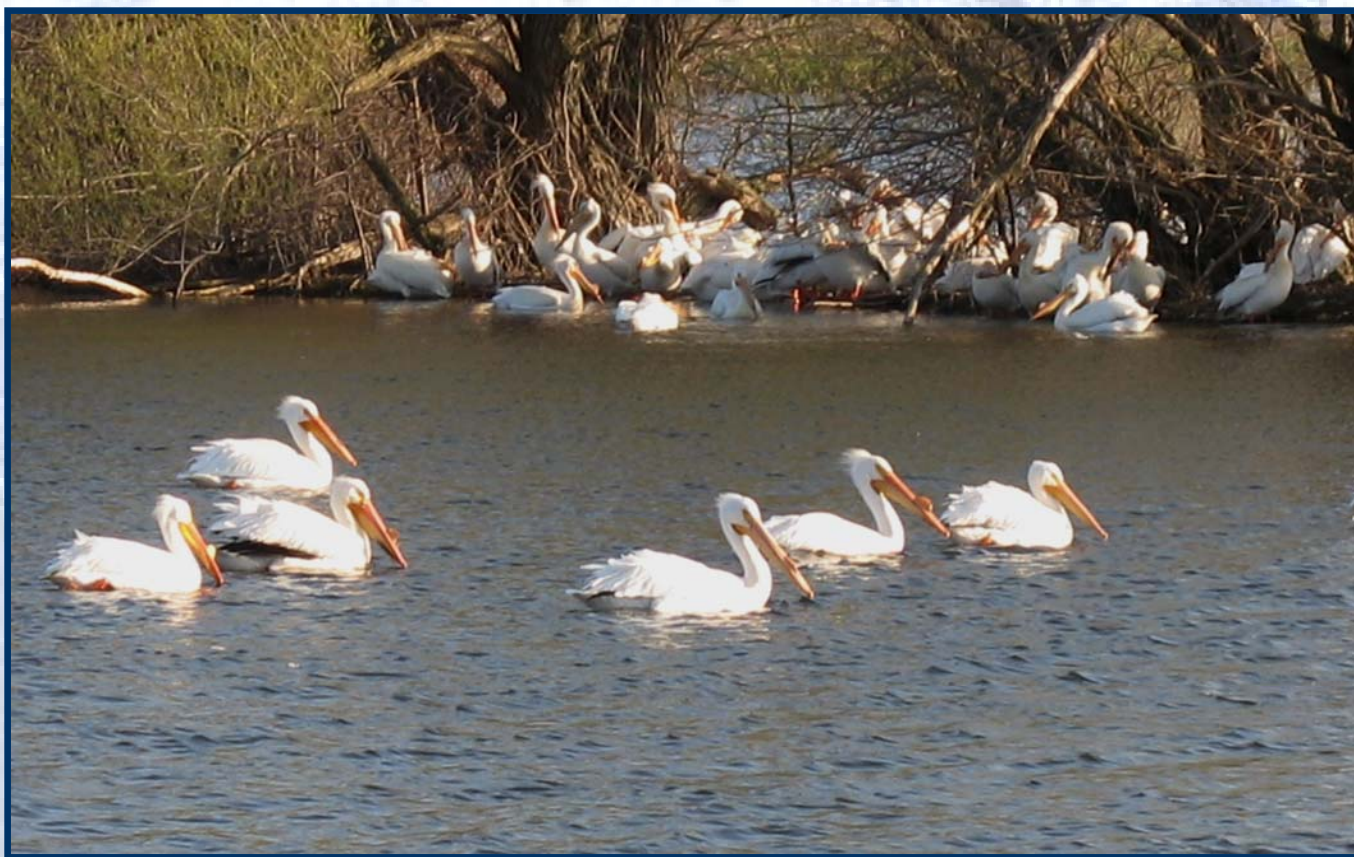
- Elm Creek Watershed Management Commission - Dave Wessin and Sarah Lutz
 - Minnehaha Creek Watershed Commission – Phil Zietlow
- Pioneer-Sarah Creek Watershed Management Commission – Donald Johnston and Dick Picard
 - Lake Minnetonka Communications Commission – Garry Spurlock

APPOINTED CONSULTANTS

- City Attorney: Ron Batty, Kennedy and Graven
 - City Engineer: Tom Kellogg, Bonestroo
 - City Assessor: Rolf Erickson, Southwest Assessing
 - City Auditors: Kern, Deventer, Viere
 - Prosecuting Attorney: Steve Tallen, Tallen and Baertschi
 - r Laboratories
- Fortin Consulting- Rain Garden Workshop
 - Planning Consultants: Jennifer Haskamp and Andy Gitzlaff, Landform
 - Building Inspection: Loren Kohnen and Todd Geske, Metro West Inspection
 - Fire Marshal: Loren Kohnen
 - IT Consultant: Mike Brocco, Ciphe

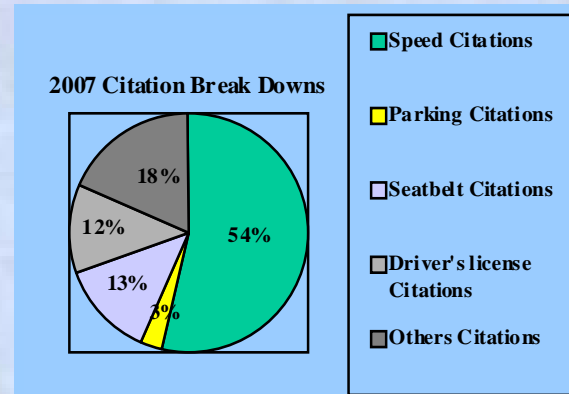
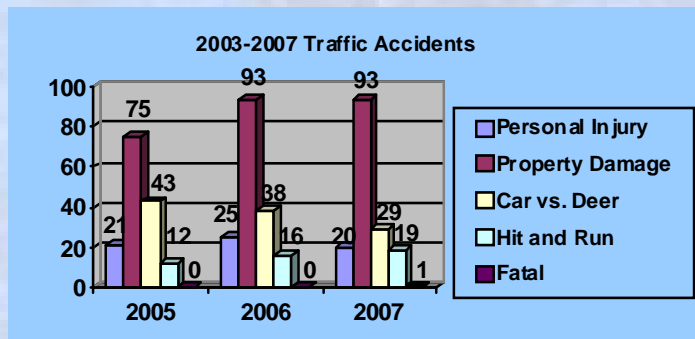
CONTRACTED SERVICE PROVIDERS

- **Garbage & Recycling:** Randy's Sanitation, Veolia Environmental Services, Waste Management
- **Utilities:** Mediacom – Cable and Broadband Communication, Xcel & West Hennepin - cooperative electric, Centerpoint Energy. Citizens Communication & Qwest – telephone.

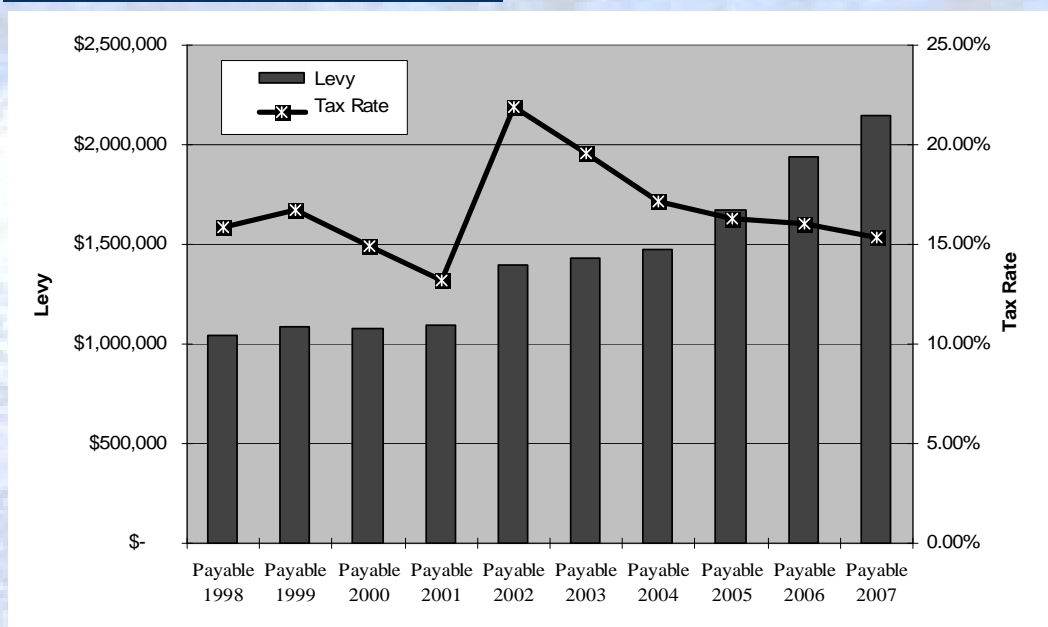


APPENDIX A

Police Department Statistics



City Tax Levy and Tax Rate History



Residential Building Permits – 2007

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2007 Total
New Single Family	12	11	10	4	37
New Accessory Structures	0	6	0	2	8
Swimming Pools	0	5	5	1	11
Additions	6	5	5	0	16
Decks/Porches	5	10	11	2	28
Finishes/Remodels	10	8	10	12	40
Septic Systems	0	3	2	5	10
Grading/Retaining Walls	0	1	2	2	5
General Permits	19	33	27	32	111
Re-roofs, Resides, Windows	5	40	45	38	128
Demolition (Dwellings)	1	0	1	3	5
Demo (Accessory)	0	0	2	0	2
Other Permits	0	3	5	1	9
Total Permits	58	125	125	102	410

2007 Annual Report Author/Editor – City Administrator Chad M. Adams
2007 Annual Report Design and Contributor – Administration Intern Kimberly Ann
*A special thank you to all City departments, personnel and other outside agencies
for providing information and data for the 2007 Annual Report.*

Photo Credits:

Page 1-	<i>Holy Name Park, Beth Nielsen, photographer</i>
Page 2-	<i>Lake Independence, Robin Reid , photographer</i>
Page 3-	<i>Hunter Rd, Kim Ann, photographer</i>
Page 7-	<i>Hamel Legion Playground, Jodi Wunsch, photographer</i> <i>Hamel Legion Veterans' Memorial, Jodi Wunsch, photographer</i> <i>Water Treatment Plant, Steve Scherer, photographer</i> <i>Holy Name Park, Linda Lane, photographer</i>
Page 14-	<i>Police Reserve, Tom Gregory, photographer</i> <i>Clean Up Day at City Hall, Dusty Finke, photographer</i> <i>Winter Park Tour, Rose Lorung, photographer</i>
Page 15-	<i>Jodi Wunsch, photographer</i>
Page 19-	<i>Pelicans on Holy Name Lake, Beth Nielsen, photographer</i>

