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# The Medina Message

A bi-monthly publication from the City of Medina

## City and Mediacom Agree on Amended Franchise Agreement

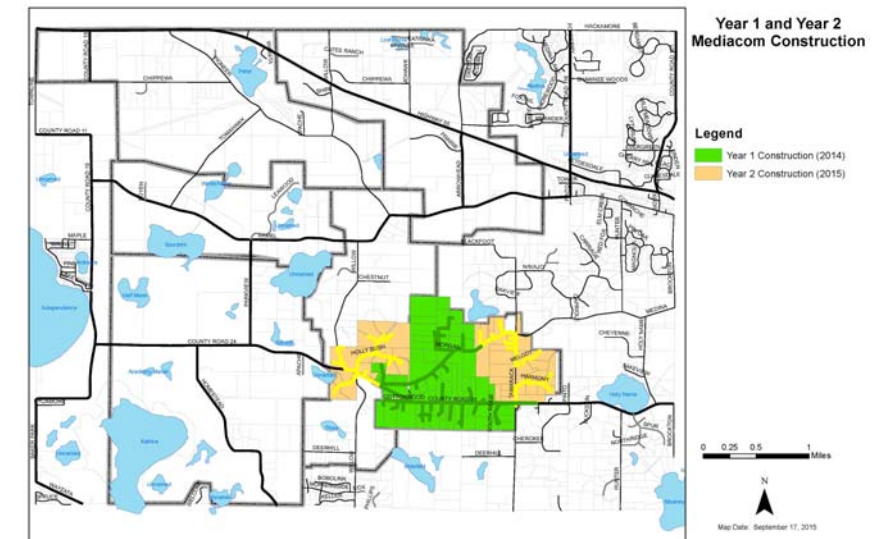
On April 16, 2013, the City and Mediacom entered into a Franchise Agreement for cable. As a condition of the Franchise, Mediacom agreed to extend cable and internet into portions of the City not previously served. The City could also share in the cost of extending additional cable and internet to unserved parts of Medina.

On October 20, 2015, the Medina City Council approved an amendment to the Franchise Agreement with Mediacom. The amended agreement clarifies the buildout of 37.46 miles of System facilities and cable (excluding Drops) in the City over a four year period. Mediacom has constructed or will construct and activate 19.46 miles of System facilities and cable (excluding Drops) at its sole cost and expense on the following schedule: 6.46 miles were constructed in 2014, 5 miles were constructed in 2015 and 8 miles will be constructed in 2016. Below is a map showing the 2014 and 2015 construction areas.

The amended franchise clarifies that buildout will proceed on the following schedule (see table below). The City and Mediacom may share in the cost of the “Shared Miles”, with the cost to the City to not exceed \$12,000 per mile. The cost will be paid by the City through franchise fees received through the Agreement.

Year	Mediacom Miles	Share Miles*	Total
Year 1 (2014)	6.46	0	6.46
Year 2 (2015)	5	0	5
Year 3 (2016)	8	10	18
Year 4 (2017)	0	8	8
<b>TOTAL</b>	<b>19.46</b>	<b>18*</b>	<b>37.46</b>

Mediacom will be providing proposed buildout maps by February 1<sup>st</sup> in 2016 and 2017 to the City of Medina.



### CITY HALL

2052 County Road 24  
 Medina, MN 55340  
 p: 763-473-4643  
 f: 763-473-9359  
 e: [city@ci.medina.mn.us](mailto:city@ci.medina.mn.us)

**City Hall Office Hours**  
 Mon-Fri 8 a.m. - 4:30 p.m.

### PUBLIC SAFETY

600 Clydesdale Trail  
 Medina, MN 55340  
 p: 763-473-9209  
 f: 763-473-8858  
 e: [police@ci.medina.mn.us](mailto:police@ci.medina.mn.us)

**Police Department Office Hours**  
 Mon-Fri 8:30 a.m. - 5 p.m.

### Mayor

Bob Mitchell 763-473-1042

### City Council

Jeff Pederson 612-916-6448  
 John Anderson 612-618-5702  
 Kathleen Martin 612-344-1111  
 Lorie Cousineau 612-251-3244

### City Council Meetings

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

### Planning Commission Meetings

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

### Park Commission Meetings

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

### Newsletter Editor

Jodi Gallup  
 Assistant to City Administrator

[www.ci.medina.mn.us](http://www.ci.medina.mn.us)

## City Meeting Calendar

### December

- 1st Tues—City Council 7:00 pm
- 8th Tues—Planning Commission 7:00 pm
- 15th Tues—Joint City Council/Planning 6:00 pm
- 15th Tues—City Council 7:00 pm
- 16th Wed—Park Commission 7:00 pm
- 24th Thurs—City Offices Closed
- 25th Fri—City Offices Closed (Holiday)

### January

- 1st Fri—City Offices Closed (Holiday)
- 5th Tues—City Council 7:00 pm
- 12th Tues—Planning Commission 7:00 pm
- 18th Mon—City Offices Closed (Holiday)
- 19th Tues—City Council Work Session 6:00 pm
- 19th Tues—City Council 7:00 pm
- 20th Wed—Park Commission 7:00 pm

All meetings at City Hall unless otherwise noted.  
 Meeting agendas on website when available.

**2016 Budget Approval**—The 2016 budget is on the City Council’s regular meeting agenda for approval on December 1, 2015 at 7:00 p.m. in City Hall.

### Holiday Train—December 12th

Saturday, December 12, 2015 marks the 17th anniversary of the Holiday Train stopping in Loretto as it makes its way across Canada and the US raising donations for food shelves. In 2014, the Loretto Holiday Train event raised over \$28,000 and 7,000 lbs. of food for our local food shelves in Hanover, Rockford, Delano and Maple Plain.



It’ll be a fun event in Loretto, with festivities running from 3-6 p.m. (the Holiday Train arrives at 4:15pm, show time is 4:30 p.m.) This year there will be kiddie train rides, hot chocolate & cookies, visits with Santa, bon fires – not to mention the great musical show put on by CP Rail on the train. It’s all about the food shelves – all the events are free to the public, all we ask is for folks to bring donations of cash or non-perishable food items.

Again this year, 21st Century Bank will match up to \$2500 total combined collected dollars bank wide for the area food shelves they serve. Stop in the bank and make your contribution for the match.

Please watch the City of Loretto website ([www.ci.loretto.mn.us](http://www.ci.loretto.mn.us)) for updates on attractions and shuttle/parking information.

# Planning & 2040 Comp Plan

## Speak Up! Speak Out! What is Your Vision for Medina?

*“Medina is ONE community. The City will strive to maintain its unique heritage by promoting and protecting its rural character and its natural environment. Medina will foster well-designed neighborhoods and create retail and other destinations for the community to gather. The City will develop in a deliberate fashion as supported by school, transportation, water supply and wastewater infrastructure and in a manner that sustains residents through all stages of their lives.”*

Within the last month, the City has embarked on the process of updating its Comprehensive Plan. The first step in the journey is to create a vision which will guide the process. A Visioning Event was held on November 9th at which residents took part in exercises to help craft the vision. A Steering Committee has been formed and has taken information from the event and suggested the draft vision above. The Steering Committee has also drafted overarching goals/objectives from this vision.



### WE NEED YOU TO JOIN THE CONVERSATION!!



Various opportunities exist for you to take part in establishing the vision and creating the plan:

- ▶ Participate electronically anytime at Medina’s mySidewalk page: <https://medinacompplan.mysidewalk.com/>.
- ▶ Discuss with your neighbors or with members of the Steering Committee, Planning Commission or City Council.
- ▶ Send comments or speak to City Planner Dusty Finke at [dusty.finke@ci.medina.mn.us](mailto:dusty.finke@ci.medina.mn.us) or (763) 473-8846.

The Planning Commission and City Council will meet on December 15, 2015 at 6 p.m. at City Hall to discuss the vision statement and the overarching goals.

Additional community meetings will be held next spring and summer as the City proceeds with the Comprehensive Plan process. Keep up-to-date on Medina’s mySidewalk page and through updates in the City newsletter.

# Public Safety

## House Checks

If you are planning on being out of town, please call the police department and put your house on the house check list. We will check your house while you are out of town; if there are any problems, we will contact you. To sign up for a house check, just call the Medina Police Department at 763-473-9209.

## Holiday Safety

### The Medina Police Department wants to protect you during the holidays!

**Holiday Shopping**—When doing your holiday shopping at the mall, make sure you park in a well-lit area. Lock your vehicle and hide valuables preferable in the trunk or locked compartment. Remember to be aware of your surroundings. If you see anything or anyone suspicious, immediately call 911 and report the incident to police.

Online shopping is becoming more and more popular for convenience. If you do shop online, remember that the Internet does have risks. Protect yourself. Make sure you have the most current anti-virus and anti-spyware security. Never use an unsecured wireless network to make an online purchase. Prior to making an online transaction and before entering any personal or financial information, make sure to look for signs that the site is secure. This could include a closed padlock or the web browser’s address bar or a URL address that begins with shttp or https. Also, make sure you check the website’s privacy policy.



**Keep Your Home Safe**—Be cautious about locking doors and windows especially when you’re away. If you do leave for the holidays or for the winter, make sure you call to arrange a house check. Police will then stop by and notify you (or your keyholder) of anything suspicious or out of the ordinary. Keep gifts and valuables out of plain view. Keep blinds and drapes or curtains closed. If a burglar can see those items, they may attempt to enter your home. If a person you are not familiar with knocks on your door, don’t feel obligated to open the door for them. Teach your child to do the same.

**Celebrate but do it Responsibly**—Everyone wants to enjoy the holiday whether this means staying at home or traveling to visit relatives and friends. Remember to be safe. Stay tuned to weather conditions. Make sure you check for approaching storms and check for road conditions prior to venturing out.

**Be safe and enjoy the holiday season!**

## Message from the Minnesota Department of Revenue: SCAM ALERT

The Minnesota Department of Revenue is warning customers about a scammer knocking on doors posing as an agent from the Department of Revenue. The scammer demands that the victim make immediate payment of back taxes owed. If you encounter a similar scam, please contact your local law enforcement.

The department never contacts customers demanding immediate payment without first mailing a letter, and the department will not threaten to send the police to a customer's home. Here are four things a scammer may do, but the department does not:

1. Contact you about your balance due without contacting you by mail first.
2. Demand payments without contacting you by mail first.
3. Require that you provide payment information over the phone.
4. Threaten to send the police or law enforcement.

If you are concerned about a potentially fraudulent visit, call, or email from someone who represents themselves as being from the Minnesota Department of Revenue, please call us at 651-296-3003 or 1-800-657-3909. An authorized Minnesota Department of Revenue staff member will be able to determine if the contact you received was legitimate.

Use caution and only provide personal information, including credit card information, when you are absolutely sure the situation is legitimate.

Learn more about frauds and tax scams and how to report suspicious calls or messages you may have received by visiting their website at [http://www.revenue.state.mn.us/use\\_of\\_information/Pages/fraud\\_alerts.aspx](http://www.revenue.state.mn.us/use_of_information/Pages/fraud_alerts.aspx).

## Toys For Tots

The Medina Police Department, along with Medina City Hall, Loretto City Hall, Farmers State Bank of Hamel and 21st Century Bank of Loretto, will be drop off sites for the KARE 11 2015 Toys for Tots Drive. Please bring a new, unwrapped toy to any of the above drop sites by Wednesday, December 16th. Call 763-473-9209 for more information.



## City Business Profile: Urban Eve Salon & Boutique

Urban Eve Salon & Boutique is a locally owned and operated business that just recently opened at 190 Westfalen Trail in the new Hamel Town Center located next to Complete Eye Care of Medina. Urban Eve has a innovative business model that advances the traditional beauty salon concept. It's a hair salon, a make up studio, a clothing store and more...

As a club 5th Avenue dedicated salon, the company specializes in both Redken



and Pureology professional hair care and color. It's also a Bare Minerals make up studio. The 1,200 square foot boutique carries an array of brands ranging from Toms Handbags, Love Stitch, Esley, Entro, Kut Denim and more. You can shop for gift items, home goods, jewelry, scarves, headbands, candles and more.

Urban Eve is a give back company. They are passionate about "giving back" both locally and globally to the point that it is a personal measure of their success. Many of the brands they carry designate the proceeds towards humanitarian causes. Stop in and mention this newsletter article during the month of December 2015 or January 2016 to receive a complimentary Blow Dry Style and Make Up Session and/or \$10 off a \$50 boutique purchase.

## The Medina Club Business Networking

The Medina Club is a free, open networking opportunity for all businesses in Medina, Hamel, Corcoran, and Loretto which meets at 9:00 a.m. on the second Wednesday of each month.

The Medina Club's next meeting will be held on December 9th at 9:00 a.m. in the training room at the Police/Public Works Facility at 600 Clydesdale Trail. If you'd like to join this group or be put on the email list for upcoming events, contact DJ Hartley at the I-94 West Chamber at [djhartley@i94westchamber.org](mailto:djhartley@i94westchamber.org) or call 763-291-8427.

## 2016 Park & Planning Commission Vacancies

The City is seeking residents to serve on the Medina Park Commission and Planning Commission.

The Park Commission currently has two appointments available, expiring December 31, 2018. The seven-member Park Commission serves as a volunteer recommending body to the City Council and meets the third Wednesday of each month at 7 p.m. in Medina City Hall.

The Planning Commission currently has two appointments available, expiring December 31, 2018. The seven-member Planning Commission serves as a volunteer recommending body to the City Council and meets the second Tuesday of each month at 7 p.m. in Medina City Hall.

Interested applicants may pick up an application at City Hall or via the City's website at <http://medinamn.us/commission-vacancies/>.

**Deadline for applications is Friday, December 18th.**

## Utility Bill Changes in 2016

Beginning in 2016, watershed dues will be broken out separately on utility bills. Medina boundaries fall within three watersheds; Pioneer-Sarah Creek, Elm Creek and Minnehaha Creek. Of the three, Pioneer-Sarah and Elm Creek collect their fees from the City (the City of Medina serves as a pass through). Minnehaha Creek collects their fee through property taxes. Watershed fees are 100% determined by the individual Watershed. Watershed fees collected through utility bills will be done once a year rather than breaking the fee out monthly. Residents within the Minnehaha Creek Watershed will not see a watershed charge on their utility bills. Questions can be directed to Finance Director, Erin Barnhart at [erin.barnhart@ci.medina.mn.us](mailto:erin.barnhart@ci.medina.mn.us) or 763-473-8848.

## Free One-on-One Technical Assistance for Small Business Owners and Entrepreneurs

Are you thinking about starting your own business or are you currently operating a small business and interested in FREE technical assistance?

Medina has partnered with the Metropolitan Consortium of Community Developers (MCCD) to offer the "Open to Business" program. This program provides FREE one-on-one assistance from MCCD's expert staff, customized to meet the specific needs of each entrepreneur. This can include creating a business plan, suggestions on financial management and bookkeeping practices, assisting with marketing, and referrals for financing. MCCD also administers a small business loan fund which provides capital to expand local businesses.

For more information or to schedule a session, please contact Rob Smolund from MCCD at [rsmolund@mccdminn.org](mailto:rsmolund@mccdminn.org) or (612) 789-7337 ext. 260. More information is available on the City's website: <http://medinamn.us/opentobusiness>.

## New Green Disposal Guide

Cleaning up the clutter can be frustrating unless you know how to get rid of your unwanted stuff. Hennepin County has done the heavy lifting with the new online resource, Green Disposal Guide, [www.hennepin.us/greendisposalguide](http://www.hennepin.us/greendisposalguide).

Yard waste, mattresses, paint or fluorescent light bulbs—some stuff just needs to go. The Green Disposal Guide offers a range of disposal options—from recycling to donation to disposal—while also giving tips on shopping smarter, living greener and creating less waste. With a click on a computer or smart phone, Hennepin County residents can easily learn more from the Green Disposal Guide.

## Recycle Your Holiday Lights

As you decorate for the holiday season, you may come across tangled strings of holiday lights that no longer work. Residents are reminded that they can recycle those lights throughout the year in your current curbside recycle bin at no additional charge.



## Changes to City Code Regarding Dogs

At the November 17, 2015 City Council meeting, an ordinance was adopted amending the city code regarding dogs. With the increased residential growth in the community, the City has recently received increased complaints regarding off lease dogs and dog waste. The city code has now been updated to adequately address these issues.

The updated code (1) prohibits female dogs from being left outdoors unless they have been spayed, (2) requires that dogs that are being walked off their owner's property be under restraint unless in an officially designated off-lease area (in the area of the city served by municipal sanitary sewer and water dogs must be on a leash no longer than six feet in length) and (3) requires the animal's owner, if off their property, to pick up their dog's feces and dispose of it properly.

The full text of the ordinance can be reviewed at city hall or by emailing [jodi.gallup@ci.medina.mn.us](mailto:jodi.gallup@ci.medina.mn.us).

## Snow Plowing & Winter Reminders

**Winter Parking**—The City ordinance prohibits parking on any public street from November 1st through March 31st during the hours of 1:00 a.m. – 6:00 a.m. If at all possible, the City plow crew would appreciate having no vehicles parked on City streets when snowfall occurs during the daytime.

**Snow Plow Policy**—When snowfall occurs, the City considers amount of snowfall (usually 2-3"), time of day, day of week, wind speed and direction, temperature, personnel and equipment availability, as well as the weather forecast before beginning snow or ice control operations. The City snow plowing priority schedule is 1) main collector roads, 2) residential streets, 3) cul-de-sacs and dead end streets, and 4) trails. The City uses a salt-treated salt and/or salt-sand mixture (20% salt). The City does not have a bare pavement policy, but by re-plowing and scraping we come fairly close, except in the -20 degree weather.

No permanent structures may be placed in the right-of way such as rocks, monuments, metal poles, etc. that would hinder public safety, snow removal, drainage, or other Public Works operations. The right-of-way can be as much as 16' from the edge of the road up onto the property.

To limit damage to sod, it is advised to place a marker along curb lines; however, metal poles are strictly prohibited within the City right-of-way.

The City Snow Plowing-Ice Control Policy can be seen in its entirety on the city's website at <http://medinamn.us/citygov/departments/public-works-dept/>.

**Mailboxes**—Please check your mailbox for sturdiness and get repaired as needed, as the City is not responsible for mailboxes damaged by snow being pushed off the roads.

**Ice Control**—Be cautious of what you use and the amount you apply for your own personal ice control, as it will eventually end up in the storm sewer and out to our lakes and rivers. It is the responsibility of property owners to remove snow on their own sidewalks.

**Garbage/Recycling**—On garbage and recycling days, please place receptacles out of the way so they will not be hit when snow is being plowed.

## Police Regulations & Parking City Code Changes

At the November 17, 2015 City Council meeting an ordinance was adopted regarding police and parking regulations. The purpose of the ordinance was to update rules and regulations related to traffic and vehicle parking. The ordinance updates several references to state law. The ordinance also updates the types of vehicles which are regulated to include motorcycles and other motorized bicycles. The ordinance prohibits the parking of certain commercial vehicles in certain areas for more than four hours. It also imposes a twelve-hour parking limit on public streets for vehicles, equipment such as construction equipment, and trailers. The full text of the ordinance can be reviewed at city hall or by emailing [jodi.gallup@ci.medina.mn.us](mailto:jodi.gallup@ci.medina.mn.us).