



2014 Annual Report

Medina Addresses Rapid Growth Issues

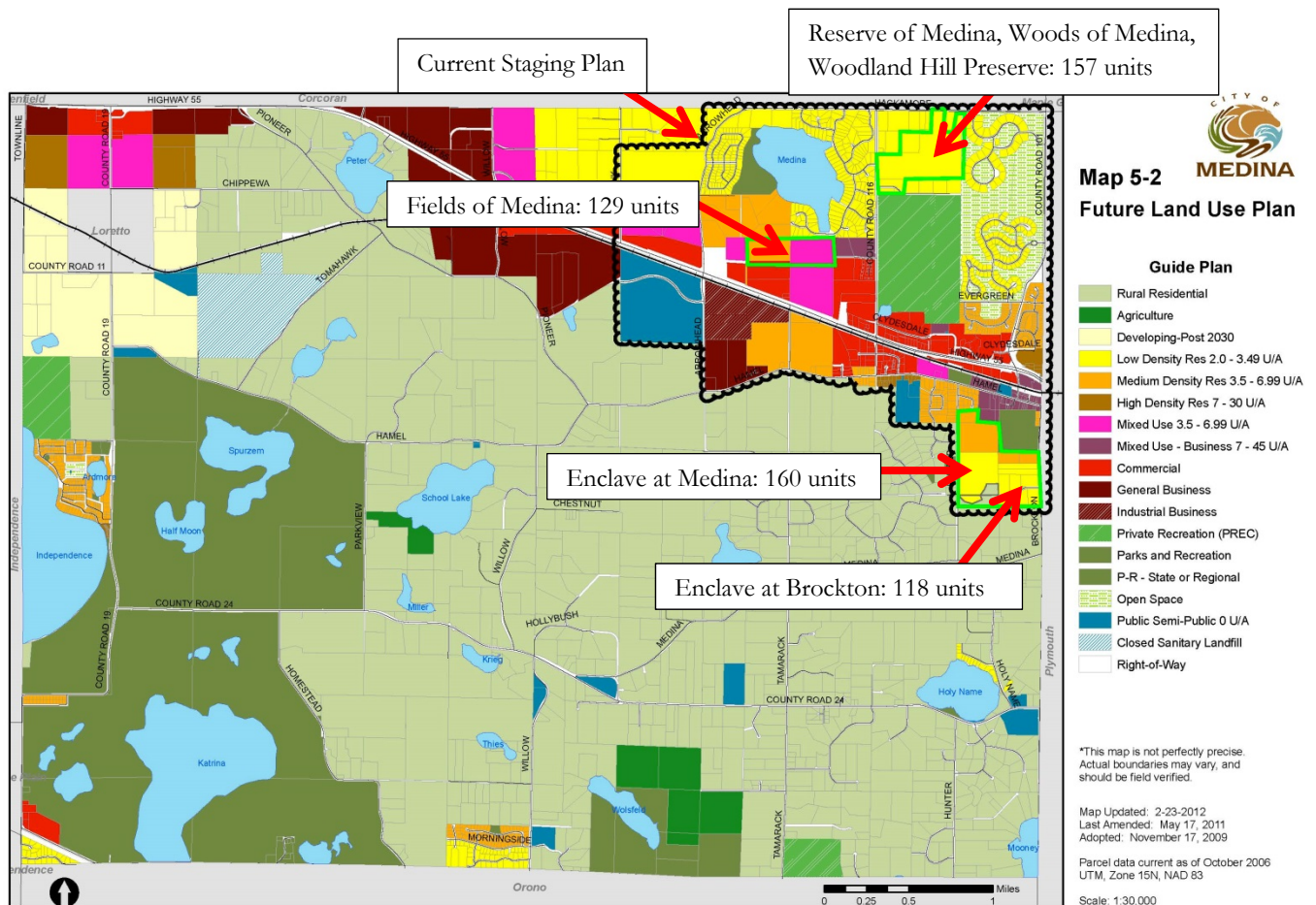




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Pictured Above: Facilities Master Plan Committee: Public Safety Director Ed Belland, Resident Bob Franklin, Mayor Elizabeth Weir, City Administrator Scott Johnson, Planning Commissioner Bob Mitchell and Public Works Director Steve Scherer

Mayor's Welcome

As Medina's retiring mayor, I am honored to introduce the 2014 Annual Report of the City of Medina.

In the report, you will read of the year's accomplishments and challenges, and you will find information regarding City services to our residents and businesses. The theme for 2014, "*Medina Addresses Rapid Growth Issues*," speaks to the rapid pace of development in Medina's Northeast, where the combination of Metropolitan Council density requirements and sewer availability, in the highly desirable Wayzata School District, have driven brisk single-family development to the concern of residents.

Reflecting those concerns that were shared by Council and Planning Commission colleagues, I attended Metropolitan Council meetings for the decennial *Thrive 2040* Plan that designates where future population growth will occur and petitioned for a population projection reduction in Medina. The Metropolitan Council listened and reduced our population projections by close to 40 percent. Growth in Medina will continue to occur, but at a more acceptable pace.

CITY COUNCIL CHALLENGES AND ACCOMPLISHMENTS

A welcome highlight of our accomplishments in 2014 was the 5.7% reduction in Medina's tax rate. The reduction was made possible by the increased number of homes in Medina that are contributing to the tax base and, also, by our highly productive and skilled staff, who have sought minimal staff increases to manage the extra workload that growth brings to City Hall.

Other accomplishments include the preservation of close to nine acres of old growth woodland as a City Park and adjacent limited development that will facilitate the continuation of a golf course as open space, even as four local golf courses are being sold for development. Negotiating with MNDOT and Hennepin County, the City has reached an agreement on an interim project to put in an additional Left turn from County Road 116 onto Highway 55 in order to relieve morning rush hour congestion. Medina's commitment to rebuild degraded Tower Drive and to resolve major water run-off problems by building retention and treatment ponds, that will improve water quality in impaired Elm Creek, will be accomplished in 2015. Finally, 2014 brought the resolution of most litigation concerning police issues.

Challenges have included a lengthy land-use case that has the potential to be settled. A further challenge was widespread resident concern over an application for 32 units of affordable housing. After two Open Houses to hear from residents, the application was withdrawn. The same company then applied for a 26-unit development that met all city ordinance requirements and was approved; being a less intense development, it is a better development. The City Council recognizes that commercial development has been slow in Uptown Hamel and along the Highway 55 corridor and, to learn why this might be, we initiated two Business Focus Groups to learn from established Medina businesses. The Council is in the process of exploring steps to optimize the business climate.

The City's over-arching goal is to provide high quality and cost-effective services to our residents and businesses.

Mayor Elizabeth Weir

City Council



Elizabeth Weir, Mayor
May 2013 – December 2014



John Anderson, Councilmember
January 2013 - Present



Melissa Martinson, Councilmember
January 2011 – December 2014



Jeff Pederson, Councilmember
January 2011 - Present



Kathleen Martin, Councilmember
May 2013 - Present

City Administration

This year's theme, "*Medina Addresses Rapid Growth Issues*," identifies with the brisk influx of single family housing in the northeast portion of the City and maintaining the rural character of the south and east portions of the City.

It is an honor and privilege to provide the 2014 Annual Report for Medina. The City of Medina looks forward to a productive and prosperous 2015. As the City Administrator I welcome your visits and calls.

Scott Johnson, City Administrator

PRIMARY SERVICES

The Administration Department oversees the daily operations and administration of the City and works closely with the City Council to implement Council policies and directives. The services provided by the Administration Department include: city elections, recycling, records retention (city code, ordinances, resolutions, meeting minutes, contracts, etc.), licensing (liquor, tobacco, gambling, solicitors, special events, etc.), public relations, human resources, and IT/communications.

STAFFING

The Administration Department consists of two full time staff members: the City Administrator-Clerk and the Assistant to City Administrator-Deputy Clerk. The City contracts for legal counsel with Kennedy & Graven.

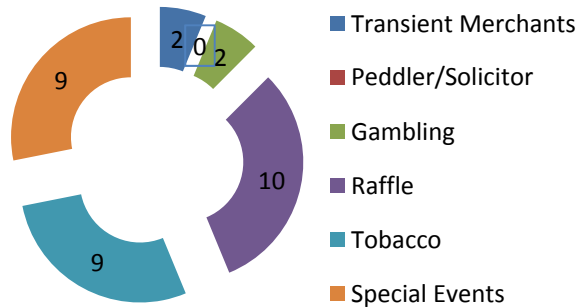
HIGHLIGHTS and ACTIVITIES

- **Laserfiche Document Management Software** – The City purchased this software through Crabtree Companies to begin implementing an electronic file storage system at City Hall. The administration department hired two part-time temporary election assistances that were able to scan in approximately 7,000 historical documents into Laserfiche while they were not assisting absentee voters. These historical documents included city ordinances, resolutions, and minutes.
- **Business** – Held a spring business forum for Medina businesses and spring and fall tours of local businesses. Held two business round tables in the fall to learn from established businesses how Medina can encourage new business growth.
- **Voting** – The city held two successful elections for the State Primary on August 12, 2014 and the General Election on November 4, 2014. City staff processed 388 absentee ballots with the help of two part-time temporary election assistances. 2014 was the first year under the new “no excuse” absentee voting law, which meant people did not need a reason to cast an absentee ballot.
- **Transportation** – The City sent out a park and ride survey to Medina residents in the spring to determine the need for mass transit in Medina. The survey did not support expansion of mass

transit to Medina at this point. Staff also met with representatives from Met Transit and the City of Plymouth and determined that we would advertise their mass transit opportunities.

FACTS and FIGURES

Number of Licenses & Permits Approved in 2014



City Council Actions

Ordinances Approved: 16

Resolutions Processed: 96

Local Board of Appeal Applications Reviewed: 9

Hours Spent in Council Session: 69.5

Recycling & Organics Reporting

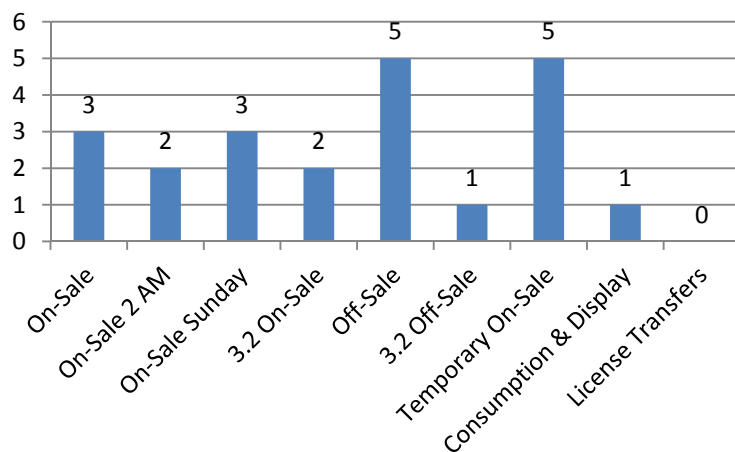
Recycling Tonnage Collected: 620.89

Organics Tonnage Collected: 37.818

Number of Organics Participants: 259



Liquor Licenses Number of each type issued in 2014



2014 General Election

Ballots Cast: 2,574

Eligible Voters: 3,776

Number of Election Judges: 33

Additional Facts

Full-Time Equivalent (FTE) Employees: 24

Market Value: \$1,378,140,500

Documents Scanned into Laserfiche Annually: 7,000

Finance

2014 saw staffing changes and therefore it was a year of training and educating. Through these changes the Finance Department has maintained a dedicated work ethic and continues to work and strive to provide excellent service and maintenance of the City's finances.

The City continues to maintain sufficient fund balances for City operations. In the event of serious economic constraints on the community, the City will be able to utilize the reserves for emergency purposes as designed.

Erin Barnhart, Finance Director

PRIMARY SERVICES

The Finance Department allows other City departments to make reliable management decisions and achieve their goals and objectives while maintaining the integrity of the City's financial and management system.

Specifically the department is responsible for:

- Accounting
- Financial Management
- Assessing
- Payroll
- Utility Billing
- Purchasing
- Investments
- Debt Service & Bond Management
- Management of City Assets

The finance department also produces the following documents, with the assistance of other City departments: the Comprehensive Budget, annual audited financial statements, the five-year Capital Improvement Program (CIP), and the Financial Management Plan.

STAFFING

The Finance Department consists of three positions: Interim Finance Director, Assistant Finance Director and Accounting Technician.

HIGHLIGHTS and ACTIVITIES

In addition to providing the day to day financial services, the department also assisted in the 2014 Primary and General Elections and operations of the Hamel Community Building

FACTS and FIGURES

City Tax Levy

\$3,248,806 in 2013

\$3,428,080 in 2014

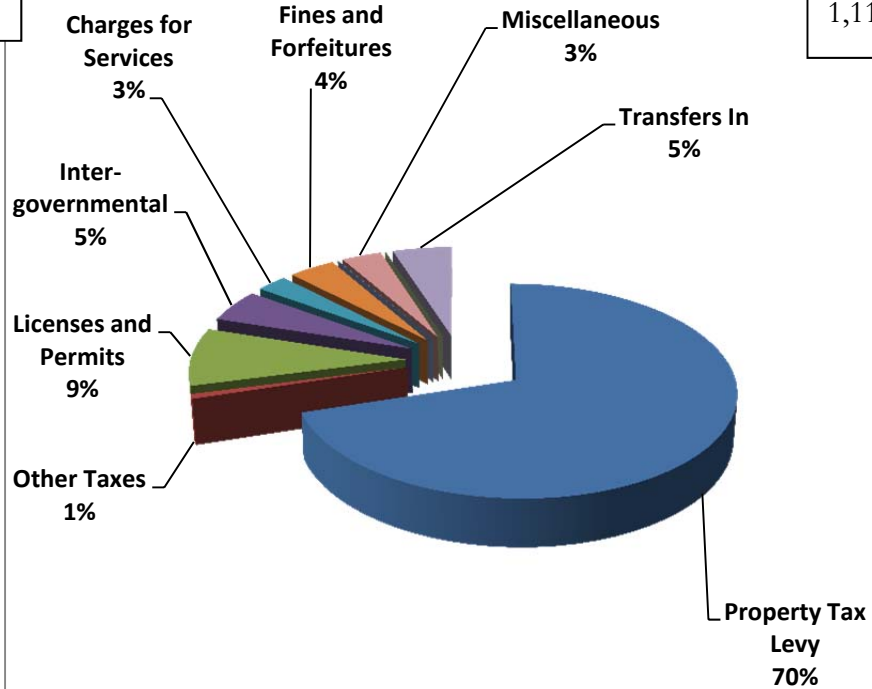
Utility Billing

3,054 Customers

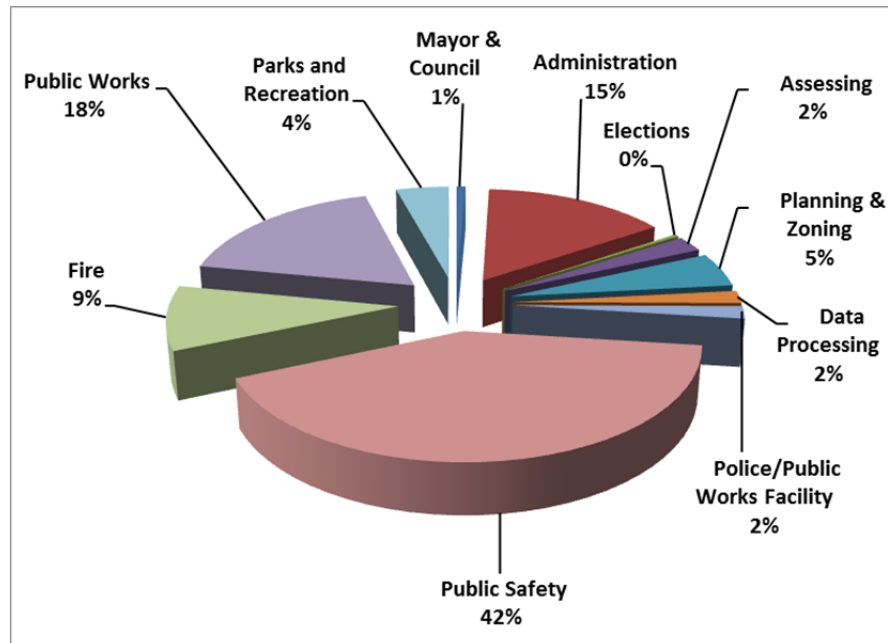
1,633 billed monthly

1,116 use electronic services

General Fund Revenue in 2014



General Fund Expenditures in 2014



Planning/Zoning and Building

Development and construction activity continued above average during 2014, following a record year in 2013. The City issued permits for 104 new residential units, and additional projects moved ahead. Following substantial public input, the City reviewed and made changes to the Staging and Growth Plan in order to level out expected residential growth. If you have any questions about projects around the City, please do not hesitate to contact us. We look forward to hearing from you!

Dusty Finke, City Planner

PRIMARY SERVICES

The Planning and Zoning Department administers the City's Comprehensive Plan, Zoning Ordinance and Subdivision Ordinance. This includes coordinating the policy directives of the Planning Commission and City Council, reviewing development and land use applications for compliance with relevant City regulations, and code enforcement activities. The Department also coordinates the building permit process.

STAFFING

The Planning and Zoning Department consists of two full time staff members (City Planner and Planning Assistant) and an Administrative Assistant shared with the Public Works Department. The City contracts for building inspection/plan review services with Metro West Inspection Services and supplemental planning consulting services with Northwest Associated Consultants.

HIGHLIGHTS and ACTIVITIES

- **Building Permit Activity** (*summary can be found on following page*)
 - **104 new residential units** (82 single-family homes and 22 townhome units)
 - Construction activity added an estimated **\$46,788,593** of market value to City
- **Development Activity** (*summary can be found on following page*)
 - Approval granted for **Woodland Hill Preserve** (15 single family lots), **Medina Clydesdale Townhomes** (26 affordable rental townhomes), **22 Hamel Place** (8 apartment units)
 - Preliminary Approval of **The Villas at the Medina Country Club** (43 single family lots)
 - Reviewed **10 additional** smaller-scale projects (variances, site plan reviews, lot splits, etc.)
- **Staging/Growth Plan Amendment** – The City amended its Staging and Growth Plan to reduce the amount of property available for residential development. This process included two open houses, three public hearings and substantial study.
- **Obtained Support for interim improvements at County Road 116 and Highway 55** – Planning staff played a key role in convincing Hennepin County and MnDOT to update southbound County Road 116 to include two left-turn lanes onto Highway 55. This conversion is expected in 2015.
- **Ordinance Amendments** – updated regulations related to microbreweries and also regulations for loading docks in the Industrial Park zoning district.

- **Cable and Broadband Analysis** – Planning staff helped analyze needs for cable and broadband improvements in the City.
- **Updated Municipal State Aid (MSA) Routes** – staff conducted an analysis and recommended alterations to the City’s MSA system which will result in increased state support for roadways.

FACTS and FIGURES

Building Permit Activity (2010-2014):

	2010	2011	2012	2013	2014
# New Single Family	7	15	68	144	82
Valuation	\$3,422,331	\$9,763,948	\$28,248,224	\$59,476,122	\$35,179,120
# New Townhomes	0	0	0	19	22
Valuation				\$4,530,000	\$4,614,628
# New Commercial	2	0	0	1	1
Valuation	\$9,831,000			\$800,000	\$500,000
# Other Valued Residential	78	85	91	161	212
Valuation	\$3,368,402	\$3,511,330	\$4,265,387	\$5,037,025	\$4,731,122
# Other Valued Commercial	40	47	65	64	51
Valuation	\$3,026,275	\$1,149,107	\$1,779,833	\$5,703,277	\$1,763,723
# General Permits	439	390	290	148	302
Total Permits (<i>adjusted</i>)	643	637	789	1140	1095
Total Valuation	\$19,648,008	\$14,424,385	\$34,293,444	\$75,546,424	\$46,788,593

Land Use Application History (2010-2014):

	2010	2011	2012	2013	2014
Variances	2	1	2	5	1
Conditional Use Permits	3	2	0	1	3
Preliminary Plats	4	2	3	4	6
Final Plats	1	2	4	9	3
Lot Divisions, Rearrangements	1	2	0	4	1
Site Plans	1	2	0	2	5
Planned Unit Developments	1		1	0	
Stage I (Mixed Use) Plans		1	0	0	2
Stage II (Mixed Use) Plans	0	0	0	0	1
Comp Plan Amendments	2	4		1	1
Zoning Amendment	7	6	3	4	3
Ordinances	8	8	10	1	2
Vacations	2		3	2	3
Extensions to file plats	2	4	2	2	5
Private Kennel Licenses		2	1	0	
Totals	35	36	29	35	36

Public Works

2014 held much change for the Public Works Department with a new location to work out of and a lot more room for equipment storage. The new location at 600 Clydesdale Trail houses both the Police Department and Public Works Department and most of the first half of 2014 was spent settling in and adding equipment (scissor lift – purchased with grant money) and supplies needed for the workshop/equipment storage areas, as well as holding an open house for the public in January.

Steve Scherer, Public Works Director

PRIMARY SERVICES

The Public Works Department oversees the daily operations of sewer and water, parks and trails, road maintenance and repair, as well as working closely with the Planning Department to plan infrastructure needs throughout the City as it continues to grow.

STAFFING

The Public Works Department consists of five full-time staff members: Public Works Director, Foreman, Field Inspector, Water & Sewer Operator, Maintenance Worker, and one part-time Maintenance Worker (full-time position in 2015), as well as an Administrative Assistant that is shared with the Planning Department. The Public Works Department works with WSB and Hakanson Anderson for engineering guidance.

HIGHLIGHTS and ACTIVITIES

- **Road Paving and Maintenance Projects** – In 2014 the Public Works Department handled the following two overlay road projects:
 - Reclaim and repave the easterly 5800' of Chippewa Road West and a mill and overlay on the westerly 1300' of Chippewa Road West that was shared with the City of Loretto.
 - Bituminous overlay in the Tuckborough/Hunter Farms Addition.
 - Joint road project with Three Rivers and Orono (raised Starkey Road through the wetlands and replaced some culverts to prevent future flooding).
 - The City also paved the Mill Street Parking Lot, adding curb and lights, as well as installation of a rain garden.
- **Replacement of the following Culverts:**
 - Tomahawk Trail
 - Oakview Road
 - Maple Street (collapsed)
- **Water & Sewer Departments**
 - Updated software and computer system (SCADA) at the Water Treatment Plant, as

well as upgrading the controls at the Independence Beach well house.

- Plans moved forward for Well #8, which will be installed in 2015, as well as modifications made to Pumphouse #3.
- Sealed up an old well at Hamel Legion Park near the Hawks Field.
- The City dealt with three different watermain breaks in the Morningside area in 2014.
- **Stormwater** - Worked with Hakanson Anderson on the changes that will need to be implemented for the new MS4 (Municipal Storm Sewer Systems) Permit. A Stormwater Infrastructure Maintenance and Inspection Policy was also established in 2014.

MAINTAINED INFRASTRUCTURE

(The City is just beginning to accept the infrastructure for the new Developments happening throughout the City and the following numbers do not reflect those new infrastructure numbers.)

Roads & Trails:

- 54 Street Miles
- 7.5 Miles of Sidewalk & Off Road Trails
- 700 Street Signs
- 141 Streetlights
- 35 Roadside Ditch Miles (mowed)
- 181 Culverts (picture shows a culvert replacement)



Sewer:

- 30 Sanitary Sewer Miles
- 10 Sewer Lift Stations
- 450 Sewer Manholes



Water:

- 25 Water Main Miles
- 10 Water Wells
- Water Treatment Plant (picture showing Hamel Water Treatment Plant)

- **Water Pumped/Treated (gallons)**
 - 164,378,000 – Hamel System
 - 10,462,200 – Independence Beach System
 - 5,213,000 – Medina Morningside System

The Public Works Department 24/7 On-Call Policy requires a scheduled public works employee to respond within 45 minutes. There were 48 call-outs in 2014 and 98.25 on-call hours worked. (This does not include the hours spent on snow removal and ice treatment.)

Parks and Trails

The Public Works Department worked once again to improve the parks throughout the City of Medina in 2014 by adding the following amenities:

PARKS

- New metal roofs for the dugouts were installed on the Paul Fortin Memorial Field at Hamel Legion Park.
- New wood fiber chips were laid at all playgrounds throughout the City.
- New bulletin board display cases at Hamel Legion Park and Hunter Lions Park.
- Installed the park sign at the new Park at Fields of Medina.
- Ordered playground equipment and shelter for the Park at Fields of Medina and worked with developer to get the site prepared for construction. Final installation of the playground will take place in 2015.
- New tennis nets were installed at Hamel Legion Park and Hunter Lions Park.
- The volleyball court, tennis courts and basketball court were all resurfaced at Hamel Legion Park.



TRAILS

- New trail paved at the Park at Fields of Medina.

Parks and Nature Areas

- 156 acres maintained in 13 locations



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

- \$30,800 in 2010
- \$23,670 in 2011
- \$181,476 in 2012
- \$1,006,384 in 2013
- \$232,464.72 in 2014

Police

In 2014, the Medina Police Department spent our first full year in our new facility located at 600 Clydesdale Trail. We have a modern, secure facility that offers great accommodations to our employees, and the public. We held our open house for the facility on January 22nd with over 200 citizens in attendance. Mayor Weir and the City Council dedicated the facility to the late Mayor Tom Crosby for his vision and drive to complete the project in difficult financial times. We continue to strive to improve on energy efficiencies and operating procedures of our new facility.

During 2014, we have seen the world become more and more violent. There were major issues with police and community interactions which made us review our own procedures and adjust our training to ensure we are prepared for the new challenges we are facing.

On December 4, 2014, we had our first ever officer involved shooting where a suicidal male attempted to kill a Hennepin County Deputy. Sergeant Nelson of our department defended the Deputy and shot the suspect. The suspect lived and following the investigation the suspect was charged with second degree attempted murder.

Emergency management in 2014 has focused on the increased volume on the railroad system due to the increased production of crude oil out of North Dakota which travels through Medina on both Canadian Pacific and Burlington Northern Railroads. We have put a priority on response training for a potential train derailment. The other issue we continue to prepare for is the active shooter incident. These events continue across the country and we need to prepare our staff for the possibility of one occurring in Medina.

2014 will be remembered as a time of change and preparedness. We have faced many challenges and we continue to prepare for more to come.

Edgar J. Belland, Director of Public Safety

PRIMARY SERVICES

We provide law enforcement and emergency response service to the citizens of Medina and Loretto 24 hours a day, 365 days a year. The Medina Police Department works to ensure the safety of the citizens of Medina. Further, it is our mission to treat all people with the utmost respect and dignity in every situation. The Police Department provides a variety of crime prevention and safety programs for citizens and businesses in the City.

STAFFING

The Police Department consists of the Director of Public Safety, one Sergeant, two Investigators, six Patrol Officers, one part-time Community Service Officer, one full-time Administrative Assistant

and one part-time Administrative Assistant. We have seven active Reserve Officers who assist our officers on a daily basis.

HIGHLIGHTS and ACTIVITIES

Training: All officers attended our all day training at the Annandale Shoot House which covered live fire training, scenario based training with simunitions and hands-on defensives tactics. We held our four department shoots which includes a qualifying shoot in December that incorporates the cold weather and night shoot requirement for the Minnesota and Peace Officers Standards and Training Board. We continue to use PATROL on Line for our licensed officers which is an online training service put out by the League of Minnesota Cities that covers many of our required mandated trainings.

Investigations: Investigator Domino was assigned 306 cases with 98 still pending and a clearance rate of 69.3%. Domino has started her fourth year as our in-house investigator. Her position handles all criminal investigations from petty theft to death investigations. We have one officer assigned as an investigator to the West Metro Drug Taskforce (WMDT). In 2014 the WMDT took over 3.5 million dollars' worth of street drugs off our streets.

Community Service Policing: Recurring events include: Medina Celebration Day, Loretto FunFest, Liberty Triathlon, Tuesday Night Time trials, Freeze Your Buns Fun Run, Holy Name Fall Festival, Hamel Rodeo, Parade and Dance, Police Bike Rodeo, Night-2-Unite, and Toys for Tots. We had the largest crowd ever for the Canadian Pacific Holiday Train. It was estimated that over 7,000 people were in attendance.

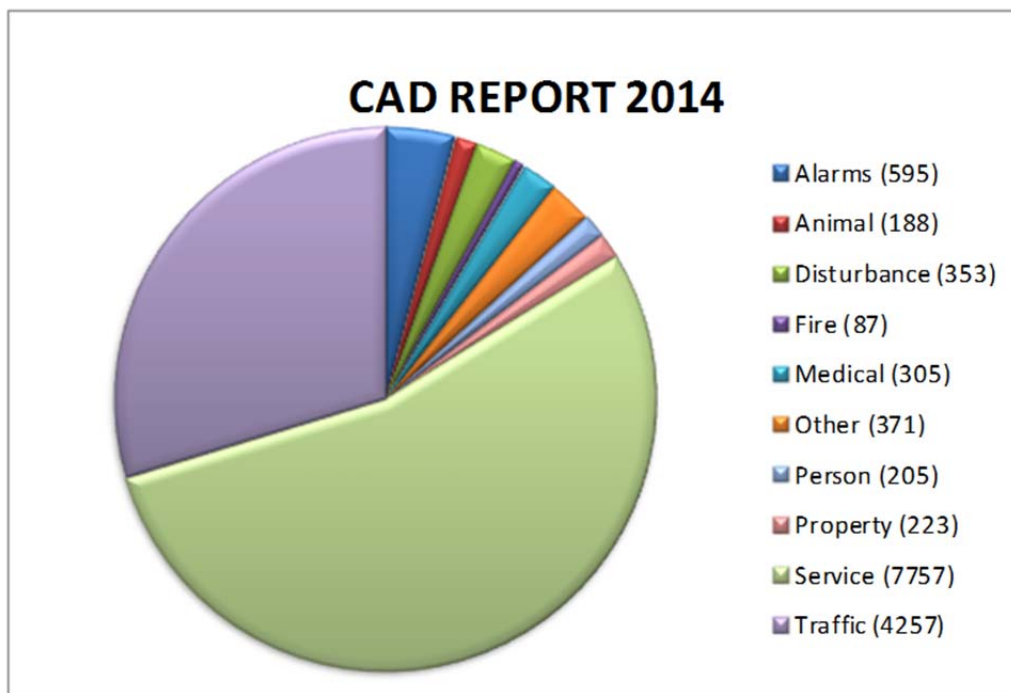
Police/Public Works Facility: The training room and workout room have been put to use and the demand for the facility continues to grow.

Grants: Received \$29,000 for the Safe and Sober Traffic Grant, and \$20,000 from the West Metro Drug Task Force.

Lifesaving Efforts: In December, Officer Converse, his father Ron Converse, and members of the Loretto Fire Department were all recognized for their lifesaving efforts of Nick Oeffling. Mr. Oeffling experienced a heart attack and collapsed in the office at Loretto Towing. It was a team effort to bring Mr. Oeffling back to life. Mr. Oeffling was in attendance when the first responders were recognized.



FACTS and FIGURES



FBI NATIONAL CRIME DATA 2014

PART ONE CRIME STATISTICS	2010	2011	2012	2013	2014
Murder	0	0	0	0	0
Rape	1	0	0	3	1
Robbery	0	1	0	0	0
Assaults	1	2	1	2	1
Burglary	6	19	14	11	11
Thefts	99	129	95	81	94
Auto Thefts	2	3	1	2	2
Arson	0	0	1	0	2
TOTAL	109	154	112	99	111

PART TWO CRIME STATISTICS	2010	2011	2012	2013	2014
Forgery	6	0	2	6	3
Fraud	4	3	6	8	8
Stolen/Theft Related	13	5	13	6	5
Vandalism	42	15	27	16	26
Weapons	1	2	0	2	1
Narcotics	76	86	75	58	46
DWI	145	185	138	156	111
Liquor Laws	16	22	24	23	26
Disorderly Conduct	18	12	25	14	14
CSC	0	0	1	0	2
Other Assaults	0	14	13	14	9
Other	12	7	18	16	15
Kidnapping	1	0	0	1	0
TOTAL	347	351	342	320	265

Fire Departments

The City of Medina is covered by four different fire departments. Hamel Fire covers the northeast, Loretto Fire covers the northwest, Long Lake Fire covers the southeast and Maple Plain Fire covers the southwest quadrant of the City. All four departments continue to provide quality fire service to the City. The four departments combined in 2014 responded to 235 calls, taking approximately 3128 man hours to handle all the calls. The call hours are not a true measurement when you consider the thousands of hours they spend in training and equipment maintenance. They are organizations made up of dedicated personnel.

Edgar J. Belland, Director of Public Safety

PRIMARY SERVICES

The four fire departments provide fire protection for the entire City of Medina. Our fire departments also provide response to accidents, medical calls, HazMat incidents and emergency management situations. They also provide support for many City functions such as the Hamel Rodeo, Medina Celebration Day, Loretto FunFest, the Holiday Train, area bike rides and races. Each department holds fundraisers and open houses and provides fire prevention programs to the residents of Medina.

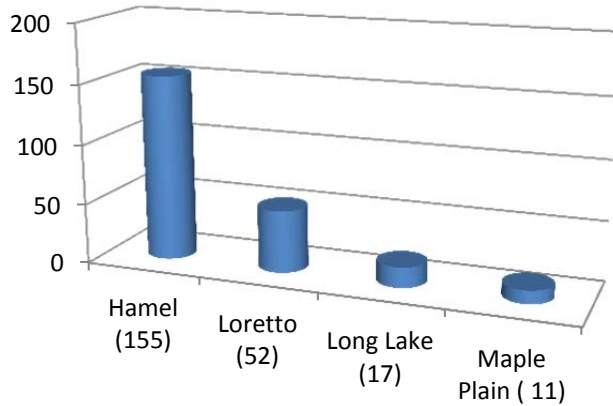
STAFFING

Each department is staffed differently and the numbers fluctuate year-to-year. The collective manpower for Maple Plain, Loretto and Hamel is 30 firefighters per department. The Long Lake Fire Department has two stations and their staffing maximum is 50 firefighters. With a major response, having four fire departments serving Medina is a great resource to draw from when manpower is needed.

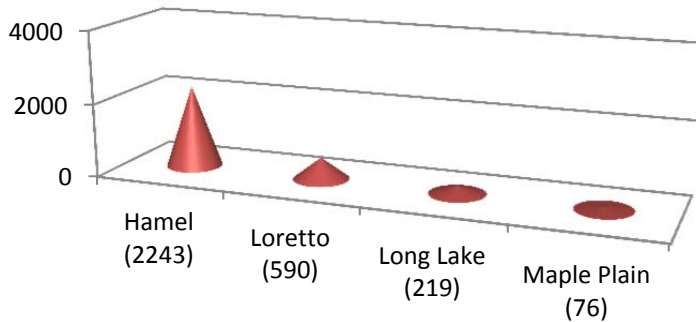
HIGHLIGHTS AND ACTIVITIES

HAMEL	LORETTO	LONG LAKE	MAPLE PLAIN
Hired 7 new members	Save 2 lives with donated Lucas machine	Planning Centennial celebration	Saved a young child who was not breathing to 100% recovery
Acquired a LUCAS CPR Device	Started Cadet Program, Initiated Lexipol Policies, West Hennepin Fire Group	100% of firefighters are Blue Card certified	2 probationary firefighters finishing required training
Purchased Utility Terrain Vehicle for off-road emergencies	Hired 3 team members	Health Partners Health and Wellness Promotion	Interviewing new recruits

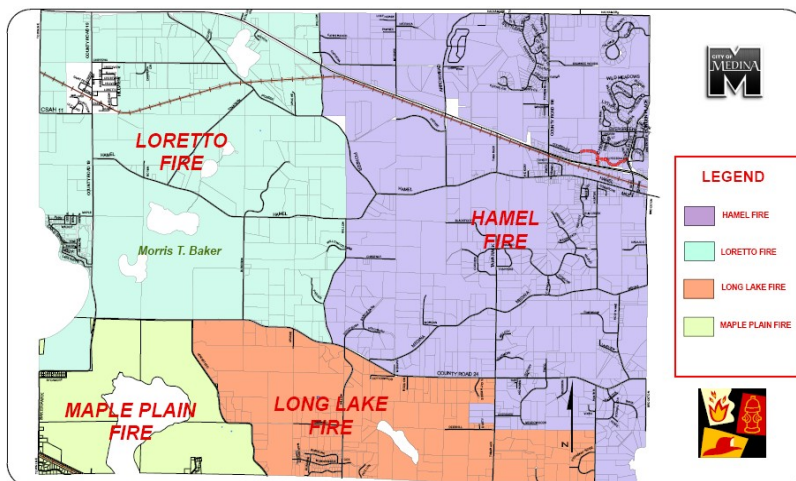
Number of Calls



Total Call Hours



FIRE COVERAGE MAP



Operating Budget

2012 - \$311,600
 2013 - \$272,613
 2014 - \$282,310

Capital Budget

2012 - \$ 43,675
 2013 - \$ 2,403
 2014 - \$ 77,839

Population Served

74.1% -- Hamel Fire
 13.3% -- Loretto Fire
 10.9% -- Long Lake Fire
 1.7% -- Maple Plain Fire

Geographical Area

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

Fire Chief Leadership

Jeff Ruchti – Hamel Fire
 Jeff Leuer – Loretto Fire
 James Van Eyll – Long Lake Fire
 Dave Eisinger – Maple Plain Fire

Market Value Protected

73.4% -- Hamel Fire
 14.6% -- Loretto Fire
 11.1% -- Long Lake Fire
 .9% -- Maple Plain Fire

2014: A Year in Retrospect

January

- Held an Open House for the newly renovated Public Works and Police Facility
- Recognized Judy Mallett for her service to the city as the lead negotiator for the cable franchise agreement with Mediacom



- Appointed Janet White and re-appointed Victoria Reid to the Planning Commission
- Re-appointed Dino DesLauriers and Madeleine Linck to the Park Commission
- Accepted Janet White's resignation from the Park Commission

February

- Appointed Nate Pearson to the Park Commission
- Adopted the Minnesota General Records Retention Schedule for Cities

March

- Accepted Paul Jaeb's resignation from the Park Commission and Appointed Lori Meehan to fill the vacant seat
- Purchased Laserfiche electronic file storage software
- Adopted the Park and Trail Master Plan

April

- Recognized Public Works Director Steve Scherer for 20 years of service



- Hired Community Service Officer Brandon Wenande
- Approved park signage/message centers at Hamel Legion Park & Hunter Lions Park
- Approved the Chippewa Road West and Tuckborough and Hunter Farms road improvement projects
- Amended City Code 615 Tobacco and Tobacco Related Devices
- Conducted Local Board of Appeals and Equalization
- Recognized Police Officer Tom Gregory for 10 years of service



- Approved a Resolution Recognizing and Thanking Ed Belland as Public Safety Director of Medina

- Conducted Highway 55 commuter bus survey
- Held annual City Clean Up Day at 600 Clydesdale Trail



May

- Approved Compost/Brush Site Sharing Agreement with the City of Loretto
- Conducted annual park tour



- Adopted Ordinance Amending Section 833 Regarding Loading Dock Regulations
- Conducted employee team building at Camp Ihduhapi



- Held two Town Hall meetings to discuss affordable housing

2014: A Year in Retrospect

June

- Approved purchase of playground equipment and picnic shelter at the Park at Fields of Medina
- Amended City Code Section 625 regarding Alcoholic Beverage Licenses allowing for Taprooms
- Received City of Excellence Award for Public Works and Police Facility
- Honored with Mayor Weir Receiving 2014 Women in City Government Leadership Award



July

- Closed TIF 1-9 District
- Paved municipal parking lot adjacent to the Hamel Community Building



- Appointed election judges for the Primary and General Elections
- Ordered street and utility improvement project for Tower Drive, Kilkenny Lane and Hamel Road
- Accepted Accounting Technician Teri Portinen's resignation

August

- Attended Night to Unite neighborhood celebrations
- Hired Accounting Technician Jennifer Altendorf
- Approved Brockton Lane road improvement project
- Adopted Social Host Ordinance; Adding Section 313
- Held the 2014 State Primary Elections
- Held two staging/growth plan open houses

September

- Held 2015 budget open house and set preliminary tax levy and budget for 2015
- Held 10th annual Medina Celebration Day



October

- Started internet service with Mediacom at City Hall
- Approved Mixed Use Stage I Plan for Dominion, Inc. at 510 Clydesdale Trail
- Granted final plat approval for Woodland Hill Preserve
- Held two business focus group meetings

November

- Held 2014 State General Elections & canvassed local election results

- Began recruitment for full-time Maintenance Worker
- Approved Ordinance Regarding Brewing, Distilling, and Similar Uses as Accessory Uses; Amending Chapter 8
- Amended Section 625 allowing taprooms to have Sunday sales
- Toured 3 Medina businesses



December

- Accepted resignation from Councilmember Jeff Pederson from current seat to fill newly elected seat
- Appointed Councilmember Kathy Martin to fill remainder of Pederson's vacant term
- Adopted Ordinance Amending Section 512 Regarding Surface Use of Lake Independence
- Adopted Final 2015 Budget and Tax Levy
- Appointed Erin Barnhart to Finance Director Position
- Presented Life Saving Awards to Officer Converse, his father Ron Converse and the Loretto Fire Department



Preview of 2015 Goals

Administration Department Goals

- Create five-year staffing plan for all city departments
- Implement Laserfiche Document Management Software in the Finance, Administration, and Planning Departments
- Research health insurance options for 2016 by serving on LOGIS committee
- Hold two business tours of three businesses
- Gather information on train traffic/safety in Medina
- Work with Hennepin County and MNDOT to find a funding source for the Highway 55/116 intersection project
- Update the Data Practices policies to comply with new state law
- Continue to create procedures to streamline city operations across two campuses
- Send letters to Medina businesses providing information and asking about possible expansion
- Act as a liaison with state and regional representatives

Finance Department Goals

- Redistribute finance tasks between current and new finance staff
- Decrease use of contracted finance and accounting services
- Cross-train finance staff
- Attend quarterly training seminars for all finance staff
- Implement Laserfiche into daily routine
- Provide accounts payable expenditure coding training to city staff
- Change site for finance archives and organization to remain in compliance and on schedule with records retention
- Discuss process and policy direction for the 2016 budget planning

Planning/Zoning Department Goals

- Complete City Hall space planning, renovation, and transition
- Implement Laserfiche records management
- Study and update solar regulations
- Start the comprehensive plan update process
- Look into an interim comprehensive plan amendment
- Assist in goals of various other departments

Preview of 2015 Goals

Public Works Department Goals

- Complete Tower Drive stormwater project
- Research possible stormwater BMP's in conjunction with Independence Beach paving
- Work to fulfill MS-4 permit requirements
- Complete stormwater maintenance policy
- Resolve funding sources and complete Tower Drive project
- Complete Independence Beach overlay project
- Implement Pavement Management Plan and re-evaluate 2015 projects
- Update Pavement Management Plan and add to 2016 Capital Improvement Plan
- Create concept plan and budget for parking in NE corner of Hamel Legion Park
- Work with developer to complete the Park at Fields of Medina
- Complete the trail along Hamel Road in conjunction with Tower Drive project
- Implement part II of Wellhead Protection Plan
- Continue to lobby Metropolitan Council Environmental Services (MCES) for the Loretto sewer project

- Complete well house number 3 and install well number 8
- Complete upgrade for water treatment plant controls
- Update water and sewer ordinance
- Coordinate the removal of the old water tower at Pinto Drive
- Investigate adding parking by old water tower site

Public Safety Department Goals

- Provide leadership role with fire departments
- Negotiate LELS union contract with officers
- Negotiate Hamel and Loretto fire contracts
- Evaluate Lexipol policy program
- Update parking ordinance
- Update dog ordinance
- Explore crime free multi-housing program
- Assist with updating the Lake Area Emergency Operations Plan
- Scan all evidence into the records management system
- Provide data on the number, speed, etc. regarding train traffic in Medina

Recognizing Our Contributors

GRANTS

Received \$29,000 for the Safe and Sober Traffic Grant and \$20,000 from the West Metro Drug Task Force.

2014 DONATIONS & VOLUNTEERS

Individuals

Shelly Breintenfeldt
Seth Hoyt
Tim Farrell
Stephen Pflaum
Susan Pihl-Niederman
Nancy Samuels
Dean Schuenke
Colleen Sivets

Civic/Non-Profit Organizations

Medina Celebration Day Committee
Cub Scout Pack 538
Boy Scout Troop 570
Friends of Wolsfeld Woods
Hamel Volunteer Fire Department
Hamel Lions
Hennepin County Sheriff – K9 Unit
Medina Police Department
Medina Public Works Department

Local Businesses

9Round Fitness & Kickboxing
Applebee's Restaurant
Art 2 Heart
The Brost Clinic
Buzzella Massage
Claddagh Irish Pub
Complete Eye Care of Medina
Countryside Café – Peg's Catering
Cub Foods - Plymouth
Ditter Heating & Cooling
Dobo's (Danny's Catering)
Dojo Karate

Fantastic Sam's
Farmers State Bank of Hamel
Fortin Consulting Inc.
Fortin Health & Wellness Clinic
Great Clips Salon
Highway 55 Rental & Sales
Holiday Station, Plymouth
Intercomp
Jake's City Grille - Plymouth
Jenson Wine & Spirits
Jimmy's Pizza
Jockey Person to Person
John Day Company
Kalla Lily Salon and Spa
Lenny Leuer - Honey
Loram Maintenance of Way Inc.
Maple Crest Garden Center & Landscaping
Medina Education Institute – Kumon Math
Medina Entertainment Center
Medina Golf & Country Club
Medina Ridge Condominiums
Metro Dentalcare
North Aircare
OSI (Open Systems International)
Pilates Advantage
Polaris Industries Inc.
Puptown, LLC
Rockler Companies Inc.
Rogers 18-Movie Theatre
Target – Donation & Volunteers
Uptown Hamel Business Group
West Financial Credit Union
Wild Bill's Sports Salon

Recognizing Staff & Service Providers

Thank you to all of the following staff, consultants and representatives who provided service to the City in 2014.

CITY OF MEDINA STAFF

Administration & Finance Department

Scott Johnson, City Administrator
Jodi Gallup, Assistant to City Administrator
Erin Barnhart, Assistant Finance Director
Teri Portinen, Accounting Technician
Jennifer Altendorf, Accounting Technician
Luci Chorley, PT Temp. Election Assistant
Janet White, PT Temp. Election Assistant

Public Works Department

Steve Scherer, Public Works Director
Ivan Dingmann, Foreman
Greg Leuer, Water/Sewer Operator & Maint.
Derek Reinking, Maintenance Worker
John Gleason, Maint. Worker/Field Inspector
Matthew Hunz, Part-time Maint. Worker

Planning and Zoning Department

Dusty Finke, City Planner
Debra Peterson, Planning Assistant
Linda Lane, Administrative Assistant

Police Department

Ed Belland, Public Safety Director
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
CSO: Brandon Wenande
Police Reserve Officers: Michael Chorley, Todd Larson, Mark Ihrke, Ron Dahl, John Cowle, Hanna Munkholm, Jake Roscke and Stephanie Clark.

ELECTED/APPOINTED OFFICIALS

Mayor: Elizabeth Weir
Council Members: John Anderson, Melissa Martinson, Jeff Pederson and Kathleen Martin

APPOINTED REPRESENTATIVES

Planning Commission

Charles Nolan, Chairperson
Commission Members: Robin Reid, Victoria Reid, Kent Williams, Randy Foote, Bob Mitchell and Janet White.

Park Commission

Ann Thies, Chairperson
Commission Members: Madeleine Linck, Ellis Olkon, Dino DesLauriers, Steve Lee, Nate Pearson and Lori Meehan

Other City Appointed Representatives

Elm Creek Watershed Management
Commission: Elizabeth Weir, Madeleine Linck and Randy Foote
Minnehaha Creek Watershed Commission:
Peter Rechelbacher
Pioneer-Sarah Creek Watershed Management
Commission: Mike McLaughlin and Pat Wulff
Cable Franchise Liaison: Judy Mallett

APPOINTED CONSULTANTS

Attorney: Ron Batty, Kennedy and Graven
Engineer: Tom Kellogg, WSB
Assessor: Rolf Erickson, Southwest Assessing
Auditors: Abdo, Eick and Meyers
Finance Director: Joe Rigdon, KDV
Prosecuting Attorney: Steve Tallen, Tallen and Baertschi
Planning Consultants: Nate Sparks, Northwest Associated Consultants
Building Inspection: Loren Kohnen and Roger Pieto, Metro West Inspection
Fire Marshal: Loren Kohnen
IT Consultant: Mike Brocco, Cipher Laboratories

Recognizing 2014 Election Judges

Jodi Gallup, Election Coordinator
 Erin Barnhart, Asst. Election Coordinator
 Pat Velch, Head Election Judge
 Patricia Gregor, Head Election Judge
 Luci Chorley, Election Assistant
 Janet White, Election Assistant
 Ben Benson
 Diann Benson
 Judith Bohn
 Mary Pat Byrnes
 Mark Christopher
 Sharon Christopher
 Debra Dalbec
 Eleanor Degman
 Paul DeJute
 Leslie Driscoll
 Cynthia Dyste
 Karen Evans
 Beverly Fry

Margaret Garberick
 Dean Herman
 Sandra Herman
 Jean Johansen
 Ellis Olkon
 Terry Richmond
 John Riley
 Phyllis Ritchie
 Katie Schmidt
 Shirley Schneider
 Colleen Sivets
 Mons Teig
 Shirley Teig
 Lee Thoni
 Ronald VanBuren
 Julie Vanderboom
 Donald Verbick
 Wendy Wile
 Christine Zonneveld

City of Medina Voting Precincts

