



2023 Annual Report



This report provides an overview of the City of Medina's activities, accomplishments, and fiscal responsibility for calendar year 2023.

TABLE OF CONTENTS

Mayor's Welcome

City Council *page 2*

City Departments

City Administration *pages 3-5*

Finance Department *pages 6-8*

Planning Department *pages 9-11*

Public Works Department *pages 12-13*

Parks & Trails *page 14*

Police Department *pages 15-19*

Fire Departments *pages 20-21*

2023: A Year in Retrospect *pages 22-24*

Recognizing Our Contributors *pages 25*

Recognizing Staff and Service Providers *pages 26*

Mayor's Welcome

I am pleased to share the 2023 Annual Report for the City of Medina, which highlights activities in Medina in 2023 and exhibits the high quality of service provided to our residents and businesses by an extremely capable and committed City staff.

I invite you to turn the pages of this report and hope it brings you great pride to be a resident of Medina.

Kathleen Martin, Mayor

City Council



Kathleen Martin,
Mayor

Term:
January 2023 -
Present



Dino DesLauriers,
Councilmember

Term:
January 2023 -
Present



Todd Albers,
Councilmember

Term:
January 2023 -
Present



Joseph
Cavanaugh,
Councilmember

Term:
January 2021 -
Present



Robin Reid,
Councilmember

Term:
January 2021 -
Present

City Council Members

City Administration

It is an honor and privilege to provide the 2023 Annual Report for Medina.

The annual report outlines the important actions taken by the City Council and implemented by staff in 2023. Actions were taken to improve park amenities, update technology, and plan for needed infrastructure projects. Our team has and will continue to concentrate on providing high quality services to Medina residents in the most cost-effective manner possible.

The City of Medina looks forward to a productive and prosperous 2024. As the City Administrator, I welcome your visits and calls. You can reach me at scott.johnson@medinamn.gov or (763) 473-4643.

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 elections, recycling, records retention (City code, ordinances, resolutions, meeting minutes, contracts, etc.), licensing (liquor, tobacco, gambling, solicitors, etc.), public relations, human resources, and IT/communications.

STAFFING

The Administration Department consists of three staff members: City Administrator, City Clerk/Assistant to the City Administrator, and a part-time Administrative Assistant (shared with the Finance Department). The City contracts for legal services with Kennedy & Graven.

HIGHLIGHTS and ACTIVITIES

- **Business:** The Medina Economic Development Authority held its two annual meetings. A Spring meeting was held with Medina restaurant owners and fall business tours were held in September. The City continued to partner with the County's Elevate Hennepin program to provide business guidance and support to local businesses.
- **Licenses & Permits:** Licensing and permits experienced business as usual. There were no new liquor or tobacco licenses in 2023.
- **Information Technology:** Information Technology continued to play an important role in 2023 and the City's transition to a paperless office. The City utilizes cloud-based systems for City documents. The City's permanent records are stored in Laserfiche's cloud application and are always accessible to the public. The Planning Department began implementation of the online building permit process in 2023.

- **Human Resources:** Human Resources stayed busy throughout the year with staff changes including job changes, resignations, recruitment processes, and onboarding new employees. The City onboarded four new employees and promoted two employees internally. The City recognized several employees for milestone years of service.
- **Garbage, Recycling & Organics:** Staff continued to promote organics recycling in 2023 and offered a \$20 credit on residents' garbage bills for new organics subscribers and referrals, which was funded through an organics grant from Hennepin County. Staff educates and encourages recycling and organics recycling at Clean-up Day and through communications in the *Medina Message*.
- **Public Relations:** The City continues to utilize social media to promote public events and services to residents. The *Medina Message* newsletter educates residents on current news and events, City Council actions, public meeting notices, and other pertinent information.
- **Transportation:** The City substantially completed the reconstruction of Hackamore Road with the City of Corcoran. The remaining signal installation and final bituminous work will be completed in 2024.
- **Elections:** The City did not conduct any elections in 2023. Staff participated in training and planning for the 2024 elections.

FACTS and FIGURES

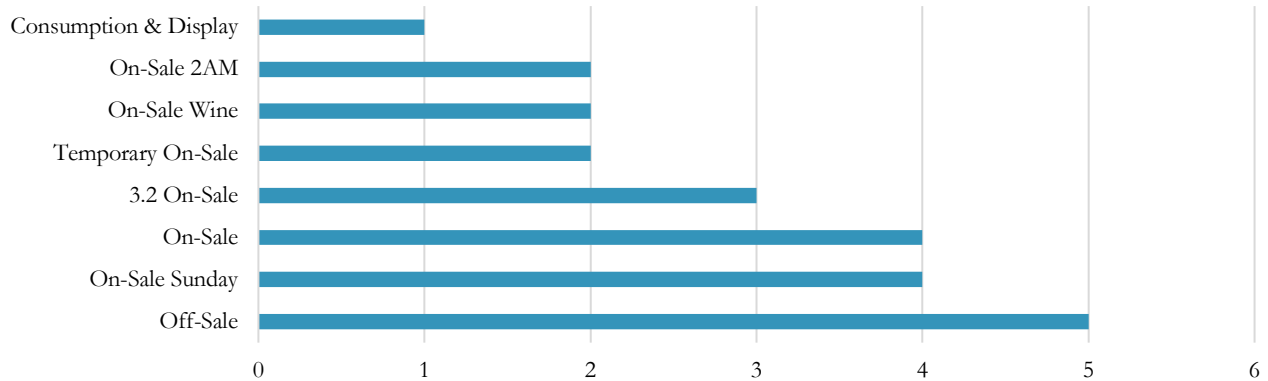
City Council 2023 Actions

Ordinances Adopted: 22
 Resolutions Approved: 120
 Local Board of Appeal
 Applications Reviewed: 9
 Hours Spent in Council Session: 26.5

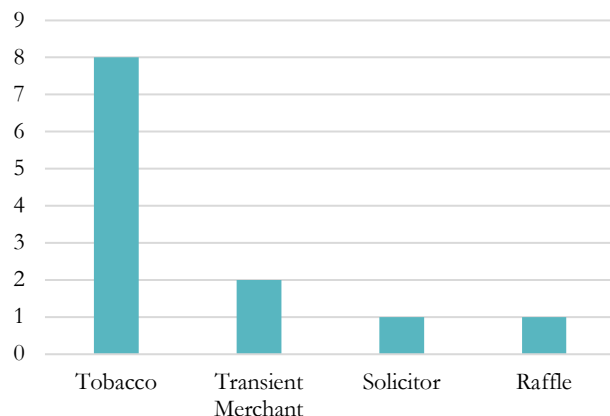
Administration Facts

Full-Time Equivalent Employees: 31
 Total Hours Worked by Employees: 62,883
 Average Staff Longevity: 10.9 years
 Number of First Reports of Injury: 1

Liquor License Types 2023



Other Licenses & Permits



Recycling & Organics Reporting

Recycling

633.12 tons collected (annual)
 94% weekly set-out rate

Organics

36.96 tons collected (annual)
 488 out of 2,555 households subscribe
 19% participation rate

Finance Department

In 2023, the City was upgraded to a AAA credit rating, the highest credit rating that can be assigned. The upgrade reduces interest cost when issuing bonds, which in turn reduces the levy when financing the payment of bonds. Medina shares this level of credit rating with only 33 other communities in Minnesota.

The City continues to maintain adequate fund balances for general operations. The City's general fund follows City policy to keep a minimum of five months of the next year's budgeted expenditures of the General Fund. In the event of serious economic constraints on the community, the City will be able to utilize these reserves for emergency purposes. City water funds are also sound for present and future needs. Utility fund balances are primarily comprised of user fees from monthly water bills, which go towards daily operations and infrastructure replacement. Appropriate fund balances can alleviate the need to issue bonds for projects allowing funding to be done with funds on hand and not accruing additional finance costs.

Erin Barnhart, Finance Director

PRIMARY SERVICES

The Finance Department facilitates reliable management decisions by other City departments, permitting to achieve their goals and objectives while maintaining the integrity of the City's financial 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
- Election Assistance

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 four positions: Finance Director, Accountant, Accounting Technician, and part-time Administrative Assistant (shared with the Administration Department).

HIGHLIGHTS and ACTIVITIES

In addition to providing day-to-day financial services, the department also assisted in operations of the Hamel Community Building.

The water and sewer rate analysis supported a 1% increase to water and sewer rates for 2023. Water and sewer funds cover operating expenses and some future capital expenses. The water utility fund provides for the distribution of potable water to customers, which includes the operation of three water systems, administration costs and utility billing. The sewer utility fund covers fees to the Metropolitan Council for sewage treatment, customer service, utility billing, maintenance and monitoring of the system.

In 2023, permits for sixteen new single-family homes and forty-one townhomes were issued, adding \$25,254,739 of value to the tax base. The total commercial construction activity will add an estimated \$20,866,329 of value. Total permit activity in 2023 will add approximately \$70,680,551 to the tax base in 2025.

Where Do My Property Taxes Go?

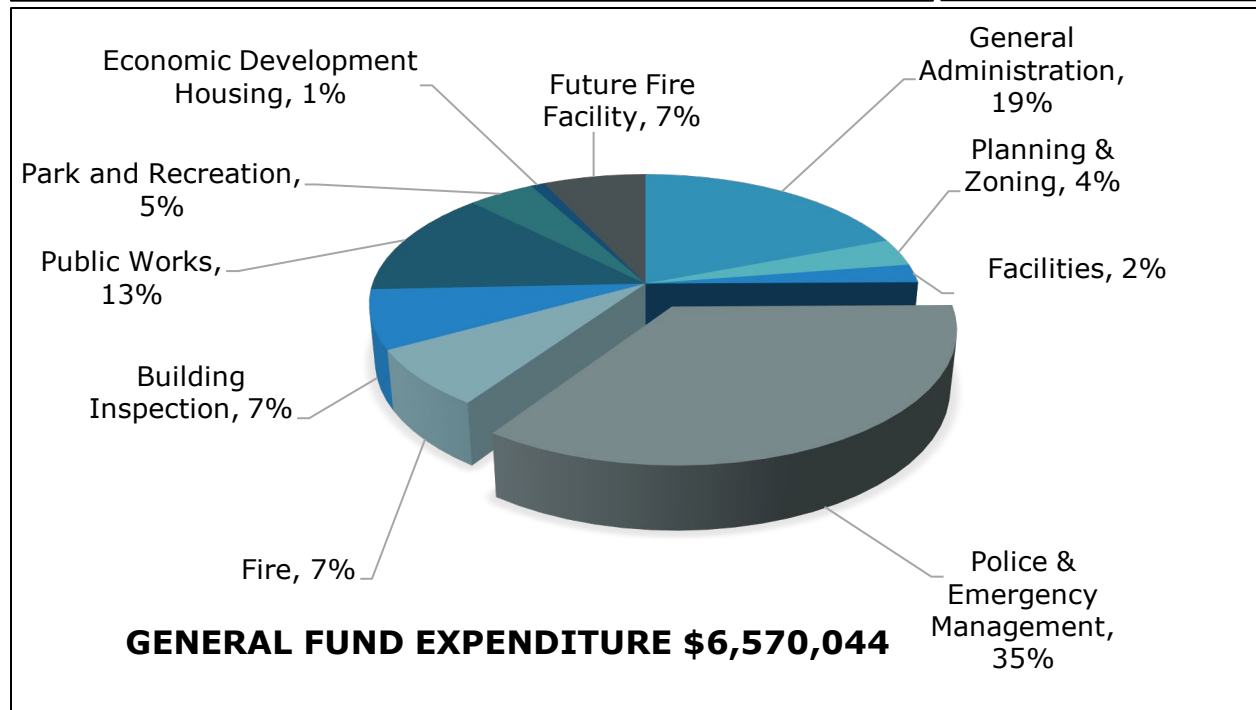
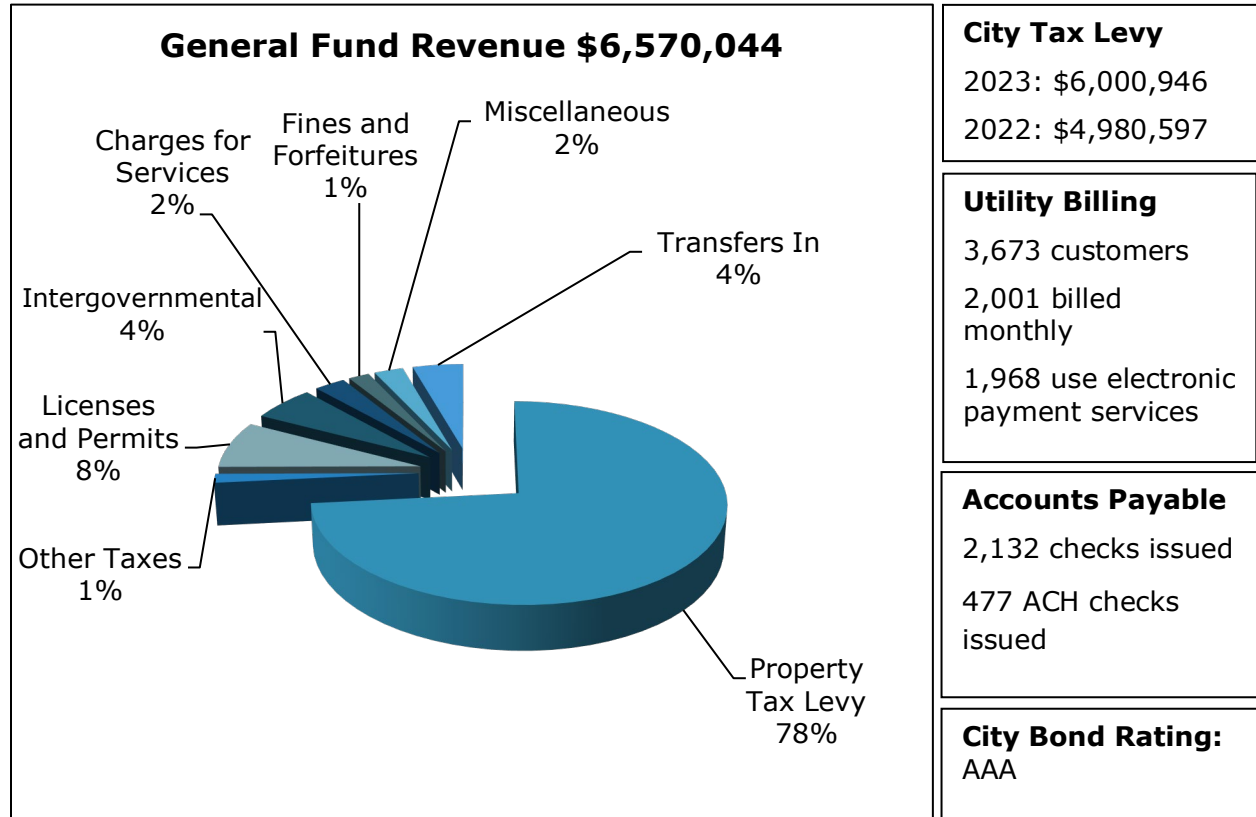


	Share in Cents	2023 Proposed Tax Rate
County	\$0.40	34.805%
Schools	\$0.27	23.820% *
City	\$0.26	22.596%
Other	\$0.07	6.047% **
	<u>\$1.00</u>	<u>87.268%</u>

* School District #284 Wayzata

** Other includes various metro taxing districts, and other special taxing districts (excluding watershed)

FACTS and FIGURES



Planning/Zoning & Building Department

Staff worked throughout 2023 to convert our building permit procedures to a fully electronic platform (OpenGov). Beginning January 1, 2024, all permit applications will be accepted online, making the entire process easier and more efficient for homeowners and contractors. We have received positive feedback from customers regarding our new permit portal.

The City finalized review of two commercial projects which began construction in 2023: an additional warehouse structure for Loram, a long-term company based in Medina, and a multi-tenant retail building at 872 Highway 55.

In addition to the commercial projects, the City also reviewed two rural subdivisions.

The City saw an increase in the amount of commercial construction during 2023 and permits were issued for 57 new residential homes.

The Planning Department is here to help with building permits, or any questions related to zoning, land, or development in Medina!

Dusty Finke, Planning Director

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 coordinates the building permit process and assists contractors and homeowners. The Department also administers the Wetland Conservation Act and floodplain regulations and assists other departments with geographical information system (GIS) mapping and analysis.

STAFFING

The Planning and Zoning Department consists of three full-time staff members: Planning Director, Associate Planner, and Planning and Permit Technician. The department also often works with an intern. The City contracts for building inspection/plan review services with Metro West Inspection Services and supplemental planning consulting

BUILDING PERMITS

- 791 Permits
- \$70,680,551 Market Value
- 16 Single-family
- 41 Townhomes
- 5 Commercial Buildings

LAND USE PROJECTS

- Residential Development
 - Preserve of Medina
 - Pioneer Highlands
- Commercial Projects
 - Loram/Scannell
 - Reflections Dental

ORDINANCE/ POLICY UPDATES

- Implemented online permitting
- Tree Preservation Ordinance
- Nonconforming Uses Ordinance

services with Northwest Associated Consultants. Staff also works closely with the consultant City Engineer and City Attorney and staff from other departments and agencies.

HIGHLIGHTS and ACTIVITIES

- **Building Permit Activity** *(summary can be found on following page)*
 - 16 new single-family homes and 41 new townhomes permitted
 - Estimated \$70,680,551 of market value added to the City (combined residential and commercial construction)
 - 791 building permits issued

- **Land Use Activity** *(summary can be found on following page)*
 - Commercial projects – Loram/Scannell Warehouse/Industrial, Reflections Dental (multi-tenant), Meander Park and Boardwalk (amendment to plans)
 - Residential developments – Pioneer Highlands, Preserve of Medina
 - Eight smaller-scale projects (variances, lot rearrangements, etc.)



Meander Park and Boardwalk

EAST

- **Other Projects**
 - Maplewood/Morningside Stormwater Project – secured \$243,200 toward ravine stabilization and stormwater pond project in the southwestern portion of the Medina Morningside/Keller Estates neighborhoods.
 - Conversion to online building permit platform – implemented online permitting through OpenGov (<https://medinamn.platform.opengov.com>)

FACTS and FIGURES

Building Permit Activity (2018-2023):

	2018	2019	2020	2021	2022	2023
# New Single Family	56	43	37	50	36	16
Valuation	\$31,235,936	\$23,391,809	\$24,025,330	\$34,934,913	\$36,092,855	\$15,767,557
# New Townhomes	-	-	-	33	68	41
Valuation	-	-	-	\$7,120,485	\$14,746,207	\$9,487,161
# New Multi-family	-	1	-	-	-	-
# units	-	82	-	-	-	-
Valuation	-	\$12,436,239	-	-	-	-
# New Commercial	-	2	3	4	3	5
Valuation	-	\$1,798,280	\$4,656,784	\$5,358,000	\$4,276,889	\$20,866,329
# Other Valued Residential	110	144	168	179	281	200
Valuation	\$5,460,604	\$9,388,480	\$8,067,749	\$12,204,453	\$11,824,569	\$16,547,920
# Other Valued Commercial	106	53	196	156	135	122
Valuation	\$9,462,523	\$3,971,008	\$33,122,995	\$7,492,890	\$5,064,171	\$8,011,584
General Permits	341	796	701	518	380	407
Total Permits	835	1244	1320	1201	1297	1073
Total Valuation	\$46,159,063	\$50,985,816	\$69,872,858	\$67,110,741	\$72,004,691	\$70,680,551

*General permits such as mechanical, plumbing, sewer/water hookup are not issued separately for larger permits such as new homes, remodels, and basement finishes. Total permit number is adjusted by assuming 3 additional permits for each new home and 1.25 additional permits for each remodel, addition, and basement finish.

Land Use Application History (2018-2023):

	2018	2019	2020	2021	2022	2023
Variances	0	2	1	1	2	1
Conditional Use Permits	1	3	5	3	5	1
Preliminary Plats	1	2	6	3	3	5
Final Plats	4	2	4	6	4	4
Lot Divisions, Rearrangements	4	3	1	1	1	3
Site Plans	2	2	2	4	3	3
Planned Unit Developments	1	1	0	2	3	6
Comp Plan Amendments	1	0	2	1	1	0
Zoning Amendment	1	3	4	0		2
Ordinances	7	3	6	4	4	2
Vacations	0	3	3	0	4	0
Extensions to file plats	3	1	0	2	3	5
Interim Use Permit	0	0	1	0	0	0
Annexations	0	0	0	0	0	0
Environmental Assessment Worksheet	0	0	1	0	2	0
Totals	25	25	36	27	34	32

Public Works Department

Public Works had a jam-packed schedule last year with many projects related to streets, parks, water/stormwater, facilities, and more. 2023 was another unusually dry year, pushing the water treatment facility to its limit for the third year in a row. The water filter media project was completed, and the water meter radio replacement project began. Public Works completed sewer cleaning, televising, and repairs to Foxberry Farms, County Road 19, and Medina Morningside area systems. The new lift station on Willow Drive was also completed and put in service. There were several street projects managed by staff including Cheyenne Trail, Meadowwoods Trail, Pinto Drive, Medina Highlands, and Foxberry Farms. Our partners at WSB helped manage the Clydesdale Trail and Hackamore Road projects (with Hackamore to be completed in 2024). Park projects included installing a new video scoreboard, grandstand, privacy fencing, and trees at Hamel Legion Park, installing two lakefront seating decks and a small watercraft rack at Lakeshore Park, and installing pickleball and tennis courts at Hunter Lions Park.

Steve Scherer, Public Works Director

PRIMARY SERVICES

The Public Works Department oversees the daily operations of sewer and water utilities, parks and trails, road maintenance and repairs, the compost/brush site, and maintenance for all City properties and buildings. Public Works performs erosion control inspections, noxious weed inspections, coordinates safety training for City staff, administers the park commission, the wellhead protection plan, the MS4 permit, and all park amenity rentals. Public Works hosts the annual City-wide clean-up day and assists with setup and takedown at the annual celebration day event. Public Works produces the consumer confidence drinking water report, monthly water usage and groundwater level monitoring reports, annual water conservation reports, the stormwater pollution prevention plan (SWPPP), completes the survey of sewer use data, the wastewater infrastructure needs survey and I/I surcharge reporting, and approves and issues right-of-way permits. Whether it be clearing debris from the right of way or responding to a water main break under a state highway, the Public Works Team prioritizes and responds quickly to residents who reach out for help. In addition, Public Works plans long-term capital improvement projects and collaborates with the Planning and Finance departments to identify and budget for the infrastructure needs of our growing City.

STAFFING

The Public Works Department consists of one part-time and seven full-time staff members: Public Works Director, Foreman, Field Inspector, Water & Sewer Operator, two Maintenance Technicians, part-time Maintenance Technician, and Administrative Assistant. The Public Works Department works with WSB for engineering guidance.

HIGHLIGHTS and ACTIVITIES

Road Planning, Paving, and Maintenance Projects

- Completed 80% of the Hackamore Road project.
- Reconstructed Townline Road; coordinated efforts with Orono, and Independence throughout the project.
- Completed several street mill and overlay projects including Meadowwoods Trail, Foxberry Farms area, Pinto Drive, Evergreen Road, and Medina Highlands.
- Trimmed many trees in the ROW throughout the City.
- Managed replacement of damaged sidewalks throughout the City.
- Crack sealed, seal coated, fog sealed, and restriped the Tuckborough and Hunter Farms additions, and Meander Road.
- Replaced culverts on Tamarack Drive and Navajo Road.

Water and Sewer

- Completed part one of the Wellhead Protection Plan.
- Completed the water treatment plant media replacement project.
- Began the water meter radio replacement project.
- Cleaned, televised, and repaired the Medina Morningside, Foxberry Farms, and a portion of the County Road 19 sewer systems.

Stormwater

- Finalized the MS4 permit, ordinances, and SWPPP manual.
- Cleaned 22 sump catch basins throughout the city.
- Inspected 20% of the City stormwater BMPs.
- Completed 32 erosion control inspections; issued 31 violations.

Other Public Works Activities

- Completed all OSHA mandated training courses.
- Managed the brush/compost site.
- Continued cleanup of dead trees in City owned ROW and nature areas.

Maintained Infrastructure

Roads & Trails:

- 63 Miles of Street
- 9 Miles of Sidewalk
- 12 Miles of Paved Trails
- 2 Miles of Turf Trails
- 180 Street Lights
- 35 Roadside Ditch Miles (mowed)
- 182 Culverts

Sewer:

- 42 Gravity Sewer Mains
- 3 Pressurized Sewer Main
- 12 Sewer Lift Stations
- 1,269 Sewer Manholes

Water:

- 678 Valves + hydrant leads
- 617 Hydrants
- 53 Water Main Miles
- 11 Water Wells
- 1 Water Treatment Plant
- 1 Water Tower

Water Pumped/Treated (gallons):

- 233,796,000 - Hamel System
- 13,121,000 - Independence Beach
- 4,613,900 - Medina Morningside

Parks and Trails

The Public Works Department and Park Commission had another productive year. Public Works staff spent approximately 1,873 hours on parks in 2023.

The following projects, policies, and improvements were completed:

- Installed a grandstand at the Paul Fortin Field and completed the new video scoreboard project at Hamel Legion Park.
- Started a tree nursery on the park land off of Chippewa Road for future transplanting.
- Surveyed and identified the Deer Hill Trail easement corridor.
- Opened pickleball courts at Hunter Lions Park and seeded the ballfields.
- Completed installation of two lakefront seating decks and a storage rack for small watercraft at Lakeshore Park.
- Installed a trailhead and parking lot at Medina Lake Preserve.
- Resurfaced the trail on Clydesdale, replaced a portion of the County Road 101 trail from Clydesdale to Highways 55, and replaced the trail on Townline Road.
- Entered into baseball field rental and maintenance agreements with the Hamel Athletic Club, Orono Baseball, Agre Tennis, and Soccer Shots.
- Updated the Park & Trail Asset Inventory throughout the year.
- Made recommendations on 2024-2029 Capital Improvements.

The Park Commission reviewed land use applications and made recommendations on policies, park dedication, parks, and trails related to the following:

- Cates Industrial Park
- Blooming Meadows
- Medina Ventures

Parks and Nature Areas

198 acres maintained in 15 locations

- Pavilions & Picnic Areas – 10
- Baseball & Softball Fields – 10
- Basketball Courts/Hoops – 5
- Pickleball Courts – 4
- Tennis Courts – 5
- Ice Skating Rinks – 3
- Volleyball Courts – 3
- Open Playfields – 4
- Boat Launch – 1
- Fishing Pier – 2
- Field House – 1
- Warming House – 1
- Soccer Fields – 5
- Seating Areas – 1
- Sledding Hills – 2

Park Dedication Fee Revenue

Generated from New Development

- 2019: \$8,854.19
- 2020: \$42,888.00
- 2021: \$76,477.00
- 2022: \$164,748.00
- 2023: \$109,990.18

Police Department

I am pleased to present to you the Medina Police Department 2023 Annual Report. Every year the police department's goal is to protect and serve the members of our community with the highest level of commitment, ethics, and professionalism. We strive to provide exceptional police services by being responsive, efficient, and transparent in resolving community concerns regarding public safety. This is accomplished through a partnership with the community, neighboring agencies, and various law enforcement groups. This report reflects the dedication and commitment of the members of the Medina Police Department. We look forward to continuing to partner with the community to find new ways to make Medina a great place to live, work, and play. It is my honor to serve as the Director of Public Safety to such a dedicated group of people and to a community as caring and passionate as the residents of Medina. As we welcome the possibilities and opportunities that the new year brings, let us remain committed to the City's core values that define us – teamwork, trust, professionalism, and communication. Together, we can build a City where every individual feels safe, heard, and empowered.

Jason E. Nelson, Director of Public Safety

PRIMARY SERVICES

The Police Department provides law enforcement and emergency response service to the residents of Medina and Loretto, 24 hours a day, 365 days a year. The Medina Police Department works to ensure the safety of the residents of Medina. Further, it is our mission to treat all people with the utmost respect and dignity in every situation. The Police Department also 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, two Sergeants, two Investigators, seven Patrol Officers, one part-time Community Service Officer, one Administrative Assistant, and one Office Assistant. We also have four volunteer Reserve Officers. The Medina Reserve Unit logged 422 volunteer hours in 2023.

PATROL HIGHLIGHTS

In 2023, the Medina Police Department was staffed with a team of professional patrol officers that helped to protect the residents of the cities of Medina and Loretto. The Medina Police Department has an expectation of our officers, as stated in the mission statement, “to treat all people with the utmost respect and dignity in every situation, and to perform our duties in a professional and ethical manner”.

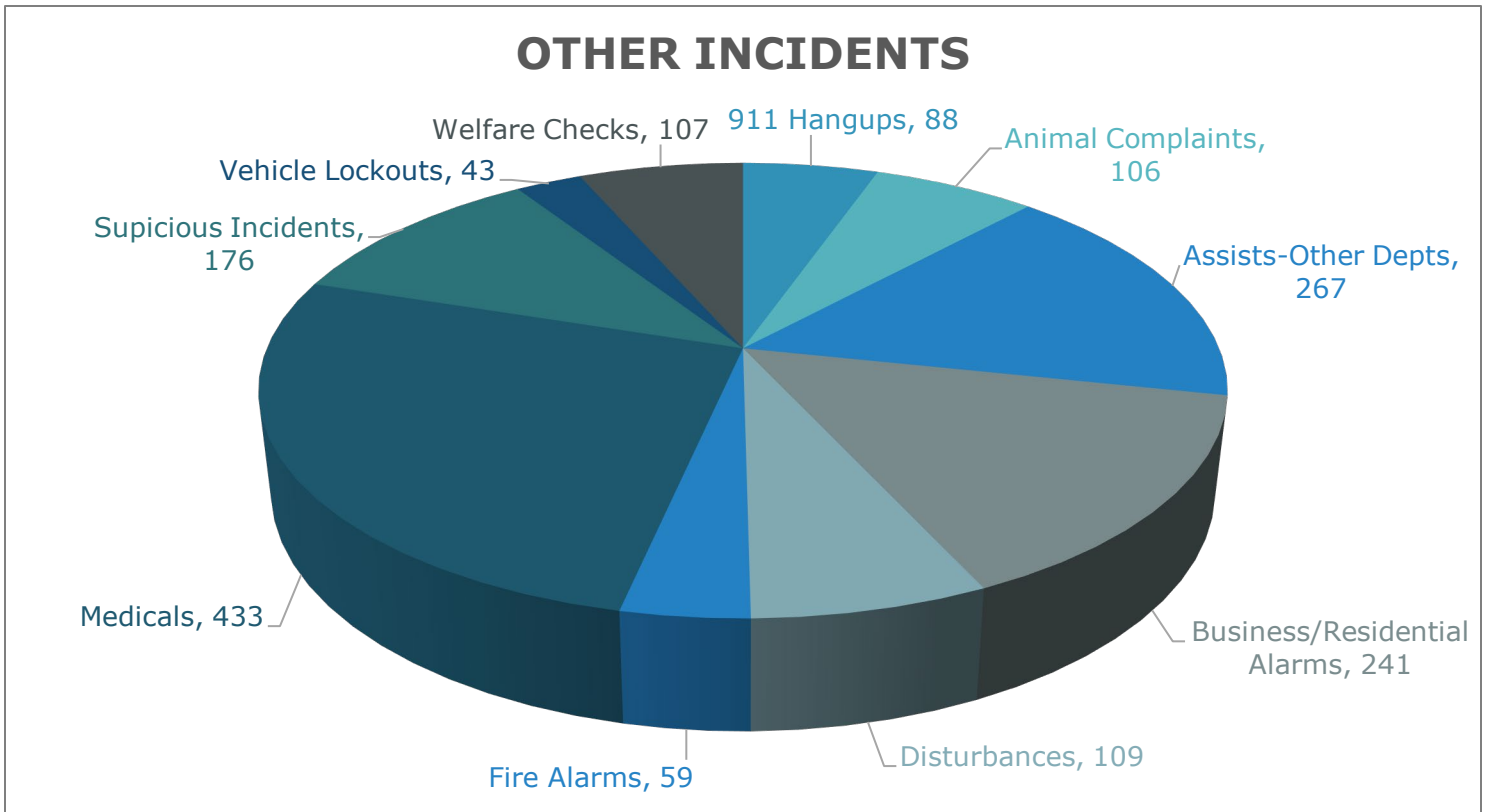
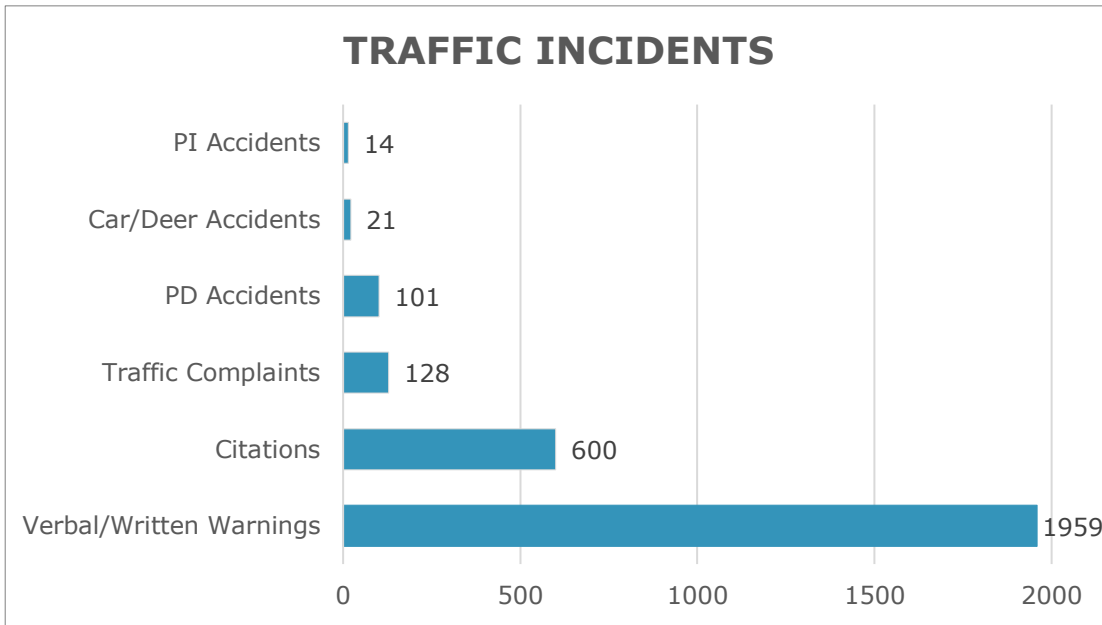
During 2023, the patrol officers of the Medina Police Department issued 600 citations for various traffic violations and 1959 warnings (verbal or written).

As a small department, there are several hours each day that the Medina Police Department only has one officer on duty to cover the approximately 27 square miles of Medina and the City of Loretto. During the times when we are at minimum staff, we rely on teamwork with neighboring agencies to assist in the event of an incident that cannot be handled by a single officer. During 2023 Medina patrol officers assisted other agencies 267 times. While we are unable to track the assistance that our officers received, it would be safe to say that other agencies have assisted our officers at least that same amount or more. We are thankful to have a good working relationship with our neighboring agencies.

Example of Teamwork

In August 2023, our agency took multiple burglary reports from an unoccupied residence that was being used to store items for the property owner. Officers created a plan to place a trail camera on the property to alert officers when someone entered the property. Within an hour of activating the camera, officers received photo notification that someone had driven onto the property. Officers responded along with neighboring departments and set up a perimeter. Officers eventually moved in and arrested a male and a female suspect who were removing items from the home. Both suspects were arrested and have since been charged with burglary. A follow up warrant was executed at a residence in Crystal where additional property stolen from the Medina residence was recovered. This was an excellent use of teamwork from both within the department and with our neighboring police agencies.

Kevin Boecker, Patrol Sergeant



INVESTIGATIONS HIGHLIGHTS

In 2023, there were approximately 195 cases that were assigned to investigations. The cases consisted of adult protection, child protection, assault, domestic assault, sexual assault, juvenile sexual assault, theft, identity theft, financial crimes, and burglary. Many of these cases were forwarded to the County or City Attorney for charging. Of those cases, some have resulted in convictions, and some are currently in the legal process.

Investigations conducted 48 background checks to acquire firearms, and 22 background checks for solicitor permits, city employment, and liquor license applications. Investigations conducted 17 compliance checks for liquor and tobacco. All businesses passed the compliance checks.

We have one officer assigned to the West Metro Drug Task Force (Medina, Minnetrista, Orono, West Hennepin Public Safety, South Lake Minnetonka, and Hennepin County Sheriff's Office). In 2023, the task force seized 33 pounds of cocaine, 81 pounds of marijuana, and 19 pounds of methamphetamines, and 4.5 pounds of fentanyl. The task force conducted 113 search warrants resulting in 47 people arrested and 33 state charges and 3 federal indictments. It seized 58 firearms and over \$1.55 million dollars in street drugs.

Case Highlights

In April of 2023, investigations assisted Wright County in executing a search warrant at a business. Stolen implements were located at the property. The combined cases with Wright County and Medina Police Department resulted in felony charges in both Wright and Hennepin County. In December of 2023, information was received that there may have been stolen property at the same business. We executed a search warrant on the same property and recovered stolen machinery and a trailer. That case is currently with the Hennepin County Attorney's Office.

In September of 2023, we received a Minnesota Adult Abuse Reporting Center report involving possible financial exploitation of a vulnerable adult. Investigations subpoenaed bank records and found the suspect transferred a large amount of money to a personal bank account over several months. The suspect was a family member of the adult. The suspect confessed to transferring the funds and using the money on personal expenses and expenses for other family members. The suspect was charged with theft by swindle and is currently awaiting prosecution.

Jordan Myhre, Investigator

Crime Overview 2019-2023

	Murder	Rape	Robbery	Assault	Burglary	Theft/Forgery/Fraud	Auto Theft	Arson
2023	0	0	0	4	7	74	2	0
2022	1	0	1	1	3	49	4	0
2021	0	0	0	3	7	76	5	0
2020	0	0	0	2	7	81	5	0
2019	0	0	0	1	14	100	3	0

	Vandalism	Weapons	Narcotics	DWI	Liquor Laws	Disorderly Conduct	CSC	Other Assaults	Other
2023	3	0	5	26	2	12	3	4	37
2022	2	0	12	16	9	5	4	9	10
2021	0	5	16	25	2	1	10	24	0
2020	0	0	20	24	1	6	7	3	0
2019	0	1	30	33	8	1	11	3	0

HIGHLIGHTS and ACTIVITIES

Community Service

In 2023, we held our annual Bike Rodeo, Cops N’ Bobbers, and Nite to Unite events. We also participated in Medina Celebration Day, Loretto Funfest, Loretto Holiday Train, Hamel Parade, Hamel Rodeo, Holiday Shop with a Cop, and bicycle time trials. Officers also attended meetings with homeowner associations throughout the year.

Police Embedded Social Worker

We are in year two of a multi-jurisdictional collaboration for a Police Embedded Social Worker with the police departments in Corcoran, Deephaven, Minnetrista, Orono, South Lake Minnetonka, and Wayzata, as the result of a Hennepin County Human Services grant. The social worker assists the police department in reducing the repetitive calls for service involving mental health, substance abuse disorders, wellness, housing, crisis shelter, and other related issues. The goal of the program is to provide real, long-term solutions rather than simply responding to calls for service. This past year, our agency has referred 41 individuals of all ages to the social worker. Overall, there has been a decrease in repetitive calls for services to 911, police, fire, and EMS because we are able to help individuals access the services they need.

Fire Departments

The City of Medina is served by three different fire departments. The Hamel Fire Department and Loretto Fire Department merged on July 1, 2023, and are now known as the West Suburban Fire District. This department covers 88 percent of the population base and 82 percent of the geographic area of Medina. The Long Lake Fire Departments covers 10.2 percent of the population and 17 percent of the geographic area in the southeast area of Medina. The Maple Plain Fire Department covers 1.8 percent of the population and 1 percent of the geographic area in southwest quadrant of the City. All three departments continue to provide quality fire and emergency services to the City.

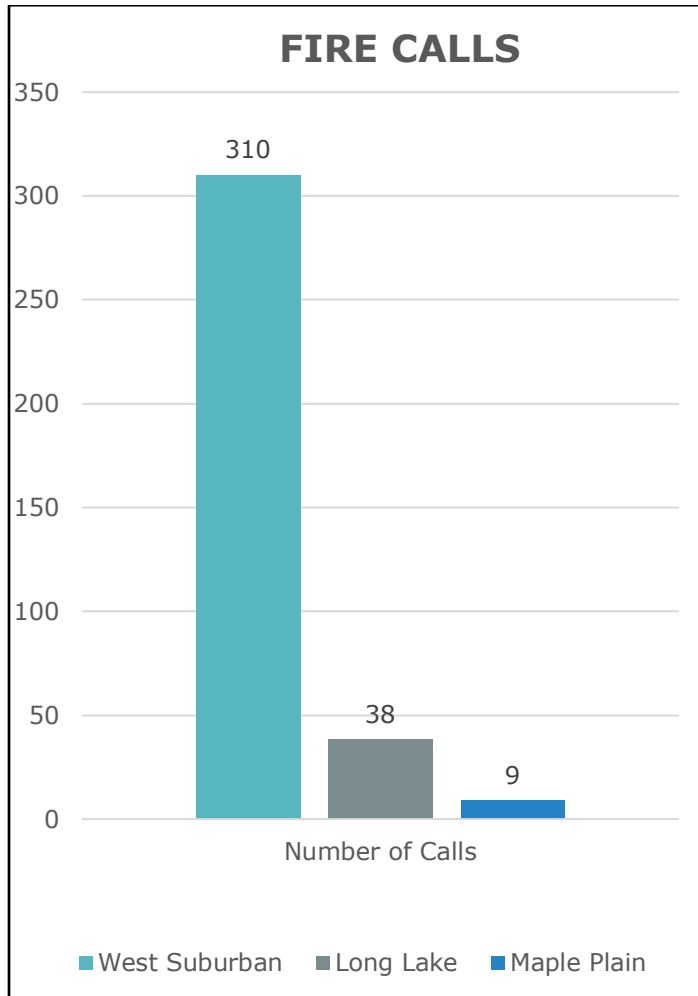
Jason E. Nelson, Director of Public Safety

PRIMARY SERVICES

The three 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 community functions such as the Hamel Rodeo, Medina Celebration Day, Medina Bike Rodeo, Loretto Funfest, Nite to Unite, and food drives for local food shelves. Each department holds fundraisers, open houses and provides fire prevention programs to the residents of Medina. All the departments are deeply connected in their communities and provide exceptional services.

STAFFING

Each department is staffed differently, and the numbers fluctuate year-to-year. The Long Lake Fire Department had a change in leadership this year with Mike Heiland becoming the chief. Having three fire departments serving Medina provides a variety of great resources to residents. In addition, the mutual aid agreements amongst all Hennepin County fire departments provide Medina with additional resources.



Fire Operating Budget

2023 - \$426,281
 2022 - \$391,448
 2021 - \$358,473

Fire Capital Budget

2023 - \$120,556
 2022 - \$114,091
 2021 - \$103,999

Population Served

88% -- West Suburban
 10% -- Long Lake Fire
 2% -- Maple Plain Fire

Geographical Area

82% -- West Suburban
 17% -- Long Lake Fire
 1% -- Maple Plain Fire

Market Value Protected

88% -- West Suburban
 11% -- Long Lake Fire
 1% -- Maple Plain Fire

Fire Chief Leadership

Jeff Leuer – West Suburban
 Mike Heiland – Long Lake Fire
 Rick Denneson – Maple Plain Fire

2023: A Year in Review

January

- Established 2023 appointments and designations to various city services
- Discussed Medina's legislative priorities with Representative Kristin Robbins

February

- Hired Maria Rucke as the Planning and Permit Technician
- Recognized Finance Director Erin Barnhart for 15 Years of Service

March

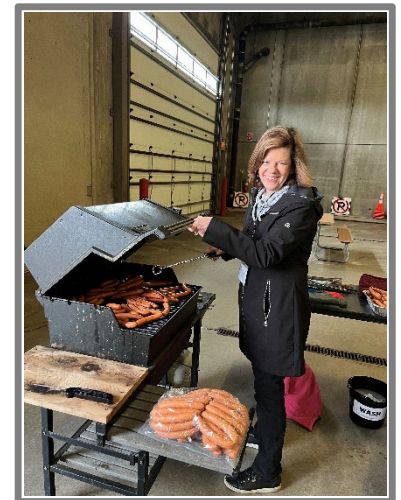
- Approved Pioneer Highlands Final Plat and Development Agreement
- Hired Connie Scheibe as the Accounting Technician
- Recognized Officer Chris McGill for 25 Years of Service

April

- Recognized Public Works Foreman Derek Reinking for 15 Years of Service
- Recognized Associate Planner Deb Dion for 15 Years of Service
- Approved stormwater protection ordinance pertaining to pet waste and deicing materials
- Held the annual Medina Clean Up Day



Volunteers Selling Trees at Clean Up Day



Mayor Martin Cooking Hotdogs at Clean Up Day

2023: A Year in Review

May

- Updated the Stormwater Pollution Prevention Plan
- Held the Annual Bike Safety Rodeo

June

- Approved annual liquor license renewals
- Hired Brena Groth as the Office Assistant in the Police Department
- Promoted Tanner Wiese from CSO to Patrol Officer
- Recognized David Hall for 20 Years of Service

July

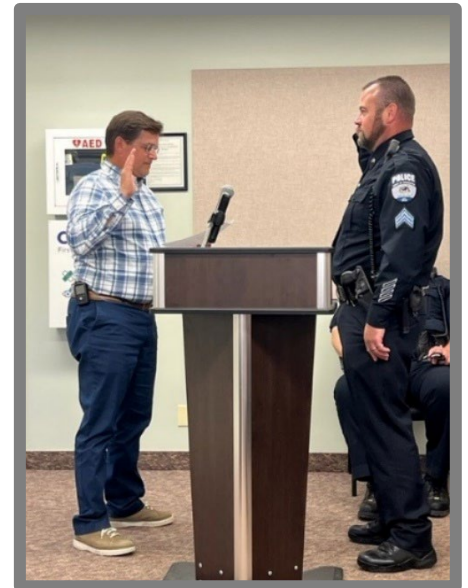
- Promoted David Hall from Patrol Officer to Sergeant
- Held the annual Cops 'n Bobbers Program
- Began construction on Hackamore Road

August

- Adopted Ordinance Prohibiting Cannabis and Hemp Use in Public Places
- Updated several park policies



Cops N' Bobbers Program



Sergeant David Hall Swearing In

2023: A Year in Review

September

- Approved the 2024 Preliminary Budget and Tax Levy
- Held Annual Medina Celebration Day

October

- City was upgraded to AAA credit rating
- Awarded the Sale of a \$2,215,000 Improvement Bond
- Updated City Personnel Policies

November

- Approved updated Tree Preservation Ordinance
- Hired Stephen Mettayer as Community Service Officer

December

- Purchased 60 acres of land North of Highway 55 on Willow Drive
- Adopted final 2024 budget, tax levy, and fee schedule



Crafts at Celebration Day



Presentation of AAA Credit Rating

Recognizing Our Contributors

2023 DONATIONS

Bike Safety Rodeo:

21st Century Bank
Dojo Karate
Farmers State Bank of Hamel
Gear West
Hometowne Pizza
Kelly's Towing
Koch's Korner
Loretto Auto Body
Medina Entertainment Center
Motley Auto Service
North Memorial Ambulance
Rumble Boy Kickboxing Club
State Farm – Garrett Larson
West Suburban Fire District

Cops N' Bobbers:

Bay to Bay Boat Club
Cabin Fever
Clam Corp
Garrett Larson State Farm Agency
Koch's Korner
Loretto Lions
Northwest Area Jaycees
OAK Eatery
Scheels

Other:

Steve Lundell
Dick Avery Memorial
Lorraine Wagner
Doboszanski & Sons

Celebration Day:

Maple Crest Landscape
Fortin Health & Wellness Clinic
Farmers State Bank of Hamel
Flagship Technologies Inc.
Adam's Pest Control, Inc.
Loram
Medina Entertainment Center
DMJ Asphalt / KD & Company Recycling, Inc.
Dojo Karate
Hamel American Legion
Art2Heart
Sharepoint Credit Union
John Day Company
Inn Kahoots
BAPS Hindu Temple
Gregor Farm & Greenhouse, Inc.
Medina Golf & Country Club
Norske Electric
Houlihan State Farm Insurance
Sota Chiropractic
Medina-Hamel School of Rock
Scherer Pumpkin Patch
Robert's Craft Kitchen
Caribou
Hometowne Pizza
Scout Troops 3570 & 5570
West Suburban Fire District
Volunteer Club - Wayzata High School
Wayzata Youth Hockey Association

Recognizing Staff & Service Providers

Thank you to all of the staff, consultants, and representatives who provided service to the City in 2023.

ELECTED OFFICIALS

Mayor: Kathleen Martin
Council Members: Dino DesLauriers, Todd Albers,
Robin Reid, Joseph Cavanaugh

CITY OF MEDINA STAFF

Administration & Finance Department

Scott Johnson, City Administrator
Caitlyn Walker, City Clerk/Assistant to the CA
Erin Barnhart, Finance Director
Jennifer Altendorf, Accountant
Connie Scheibe, Accounting Technician
Nichole Vogel, PT Administrative Assistant

Public Works Department

Steve Scherer, Public Works Director
Lisa DeMars, Administrative Assistant
Derek Reinking, Foreman
Greg Leuer, Water/Sewer Operator
John Gleason, Field Inspector
Joe Ende, Maintenance Worker
Trevor Ratke Maintenance Worker
Jeff Bursch, PT Maintenance Worker
Ivan Dingmann (seasonal part-time)

Planning and Zoning Department

Dusty Finke, Planning Director
Debra Dion, Associate Planner
Maria Rucke, Planning and Permit Technician

Police Department

Jason Nelson, Public Safety Director
Kevin Boecker, Sergeant
David Hall, Sergeant
Jordan Myhre, Investigator
Anne Klaers, Administrative Assistant
Brenna Groth, Office Assistant
Officers: Chris McGill, Keith Converse, Tom Gregory, David Hall, Joshua McKinley, Justin Hanson, John Vinck, Tanner Wiese
CSOs: Stephen Mettayer

APPOINTED REPRESENTATIVES

Planning Commission

Beth Nielsen, Chairperson
Commission Members: Braden Rhem, Cindy Piper,
Justin Popp, John Jacob, Adeel Ahmed, Matt Plec

Park Commission

Mary Morrison, Chairperson
Commission Members: Terry Sharp, Troy Hutchinson
Nila Norman, Steve Webster, Will Gunter, Tom Mayer
Junior Commission Members: June Ney, Grace Illingworth

Other City Appointed Representatives

Elm Creek Watershed Management Commission:
Terry Sharp and Steve Lee
Minnehaha Creek Watershed Commission: Peter Rechelbacher
Pioneer-Sarah Creek Watershed Management
Commission: Pat Wulff and Joel Settles

Police Reserve Officers

Michael Chorley, Todd Larson, Mark Ihrke, Ron Dahl

APPOINTED CONSULTANTS

Attorney: Dave Anderson and Ron Batty, Kennedy and Graven
Engineer: Jim Stremel, WSB
Assessor: Rolf Erickson, Southwest Assessing
Auditors: Abdo, Eick and Meyers
Finance Services: Ehlers & Associates, Inc.
Prosecuting Attorney: Steve Tallen, Tallen and Baertschi
Planning Consultant: Northwest Associated Consultants
Building Inspection: Todd Geske, Metro West Inspection
Fire Marshal: Todd Geske
IT Consultant: Solution Builders