

Upcoming Public Hearings/Meetings

The following land use and development projects, and the following updates to the zoning regulations, are currently under review by the City. Public Hearings will likely be held at one of the upcoming Planning Commission meetings. For more information, or for an update on the review schedule, please contact the Planning Department at (763) 473-4643.

Conservation Design Subdivision – 2700 and 2900 Parkview Drive - The property owner has requested a PUD Concept Plan Review for a Conservation Design subdivision proposing 10 lots on 110-acres. The proposal includes permanent conservation easements over a portion of the property and is requesting a density bonus to allow for additional lots.

65-Lot Single-Family Subdivision – North of Highway 55; west of County Road 116 - On May 17, the City Council approved a Stage I (concept) Plan for a phased mixed-use development proposing 65 single family homes, 130 townhomes, and 15-acres of commercial property on approximate 88 acres. Pemtom Land Company has indicated that they will request approval for construction of the single family homes in the coming months.

Three-Lot Subdivision – 805 Hamel Road - JJC LLC has requested approval to subdivide the existing lot into 3 residential single family lots.

Storm water Management Regulations -The City will review regulations intended to protect and improve water quality. The ordinance will include triggers for the types of projects which will require storm water improvements to be constructed.

Off-Street Parking Regulations - The City will review off-street parking standards, including required numbers of required spaces and design specifications.

City Calendar

June

- 7th Tues—City Council 7:00 pm
- 14th Tues—Planning Commission 7:00 pm
- 15th Wed—Park Commission 7:00 pm
- 21st Tues—City Council Work Session 6:00 pm
- 21st Tues—City Council 7:00 pm

July

- 4th Mon—City Offices Closed (Holiday)
- 5th Tues—City Council 7:00 pm
- 12th Tues—Planning Commission 7:00 pm
- 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 web site when available.

Check inside for information on the Proposed Public Works Facility.



CITY OFFICE INFO

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PUBLIC SAFETY

p: 763-473-9209
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City Hall Office Hours

Mon-Fri 8 a.m. - 4:30 p.m.

Mayor

Tom Crosby 612-332-9111

City Council

Elizabeth Weir 763-473-3226
Jeff Pederson 612-916-6448
Melissa Martinson 763-473-8082
Mike Siitari 763-473-2563

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

City Administrator
Chad M. Adams

Other Contributors

Linda Lane

The Medina
Message

A bi-monthly publication from the City of Medina

Farewell to City Administrator Chad Adams

The City hosted a farewell open house for City Administrator Chad Adams on May 24th at the Hamel Community Building. Adams has served as the City's Administrator since January 2003. He recently accepted the City Manager position in Albert Lea, MN where he'll begin his duties on June 1st.

At its May 11th meeting, the Council praised Adams for his service to the City, including capital improvement planning and budget management, which permits Medina to retain one of the lowest tax levy rates in the western suburbs, and overseeing major projects, such as the Medina Clydesdale Marketplace (Target) project.



Mayor Crosby presented Adams with a plaque from the City

Interim City Administrator Appointed

Doug Reeder was appointed as the City's Interim Administrator at the May 17th City Council meeting. Reeder began his official duties on May 20th to serve as an overlap/transition period with City Administrator Adams for a few days.

Reeder will be working in City Hall up to 30 hours per week and is planning to act in the position until August, when a full-time replacement is expected to be appointed. He has previously served as City Manager in Brooklyn Park from 2003—2008 and City Administrator of South St. Paul from 1991-2003.



Executive Search for City Administrator

The City of Medina has retained the executive search firm Brimeyer Fursman LLC to assist the City in the selection and hiring of a City Administrator. As part of the search process, the Brimeyer Group has created a position profile describing the community, position, background and experience, and position priorities. The profile may be obtained on the City's website at www.ci.medina.mn.us. An Open House to meet the finalists for the position is targeted for July 15 or 16. Please check the City's website later in June for additional details.



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Planning & Public Works

Fee Deferrals for New or Expanding Businesses

An Economic Development Program for Fee Deferrals was approved by the City Council on May 17th. The purpose of the action was to create a payment program to mitigate the up-front costs to new or expanding Medina businesses for trunk water connection fees, trunk sewer connection fees, and park dedication fees. The program will serve as a tool to attract new or expanding businesses in the community.

As part of the program, the City will defer payment of water connection fees, trunk sewer connection fees, and park dedication fees for new or expanding businesses in Medina through the establishment of an annual payment program for up to three years. No interest will accrue on the deferred payments. The City of Medina and business will enter into an agreement on the payment program to be recorded against the business property.

In March, the City hosted its first Business Forum to hear feedback from businesses on methods to improve the business climate in the community. The City received feedback from businesses at the Forum on their concerns with the City's connection fees.

An additional Business Forum will be scheduled in fall 2011. The City will also continue to provide a business profile in the City's *The Medina Message* newsletter as well as conduct a few tours of Medina businesses each year from City Council members and staff.

To learn more about the Economic Development Program for Fee Deferrals, please review the City's website or contact the Planning Department at 763/473-4643.



2011 Road Project Schedules

The City will begin improvements to two streets this summer, as well as working with Hennepin County to provide a final engineering design of the TH55/CR116 intersection project. The tentative schedule for the projects (weather permitting) include:

- ▶ **Hunter Drive (North)** - The entire road from Hamel Road to Medina Road will be reconstructed this summer. Construction is expected to begin in mid-June with substantial completion in September 2011. Final completion is set for June 2012. The road construction will be completed in stages to provide for local access to personal property.
- ▶ **Hunter Drive (South)** - The road from County Road 24 to the City's southern property limits (near County Road 6) will receive a mill and overlay, with construction expected to begin in late June/early July. The project work will take about two to three days.
- ▶ **Highway 55/County Road 116 Intersection** - Hennepin County has contracted with TKDA to provide the final engineering design for the intersection, to include safety and access improvements. A project newsletter is being mailed to property owners in the area. A project website link will be posted on the City's website at www.ci.medina.mn.us to include regular updates. Construction would begin at the earliest in summer 2012 if additional funding is secured for the project.

Housing Developments Advancing

Two housing developments received Council action at the May 17th City Council meeting. The Lennar "Enclave at Medina" received final approvals for its 152 units on the property east of Hunter Drive (between Hamel Road and Medina Road). Pending final execution and recording of documents and financial guarantees being established, the project construction could begin as early as the beginning of June. The first phase of development in 2011 will involve 24 single-family homes and 5 townhome units. Ultimately, the project consists of 111 single-family homes and 41 townhomes. Lennar plans to build out the project in about five years.

The second project included a Stage I approval from the City to Pentom Land Company on the site south of Foxberry Farms (or west of the CR116/Meander Road intersection). The proposal entails 65 single-family units, 130 townhome units, and a commercial area on about 90 acres of gross land.

The Stage I approval, which will be recorded against the entire property, establishes the project boundaries, general layout, land uses and densities for the property. The Pentom Land Company is expected to apply for Stage II approval for only the 63 single-family units, which involves a more formal preliminary plat and site plan approvals. A public hearing will be conducted for the Stage II approval and notices will be sent to adjacent properties as required by the City's code.

Please contact the Planning Department at 763/473-4643 for additional details on either project.

Community and Environment

City Business Profile: Medina Golf & Country Club

By: Suzy Nardini, Membership/Marketing Director

Medina Golf and Country Club is a family friendly Club where you can enjoy championship golf, tennis, a spectacular outdoor pool, quality dining, numerous social activities and much more. We are a young, active private club that offers a wide variety of membership levels for everyone.

Our golf course was developed in 1968 and designed by Charles Maddox on a natural boundary of woods and marshland between the greens. Our clubhouse was completed in 1999 with an Arts & Crafts décor.

Medina Golf and Country Club also offers our Grand Ballroom, with beautiful views from its full window walls overlooking the golf course. It has the capacity of 300 people for wedding receptions or large social events.

We currently have openings in all four levels of club membership. In fact, our 2011 Membership promotions have never been better. In addition to the full Golf Membership, we also offer: Social/Athletic, Clubhouse Dining and Executive Memberships.

We are one of Medina's best kept secrets. We're proud of the wonderful facilities we offer to our members – come see for yourself.

Medina Golf and Country Club is located at 400 Evergreen Road.



Night to Unite (Previously known as National Night Out)

Neighborhoods throughout Medina and Loretto are invited to join the Medina Police Department along with thousands of communities nationwide to participate in the Night to Unite celebration on Tuesday, August 2nd, 2011. Medina Police Officers, Firefighters and City Council members will stop by and participate in neighborhood parties throughout the City. Night to Unite is an opportunity to:

- ▶ Heighten awareness of drug and crime prevention efforts
- ▶ Generate support and participation in crime prevention efforts
- ▶ Strengthen neighborhood spirit and police community relations
- ▶ Let criminals know that neighborhoods are organized and willing to fight back

Your participation in the "Night to Unite" will show neighborhood strength, increase the police/resident bond, and make our community an overall safer and more enjoyable place to live.

Night to Unite get-togethers can be as extravagant as a cookout or pool party, or as simple as an ice cream social. Call the police department with your party plans and times at 763-473-9209 by Wednesday, July 27th. By doing this, we will arrange a visit from the police and fire departments, as well as city council members. Also, by registering your party ahead of time, you will get party supplies donated by Target.



Family Archery

Sunday - July 31, 6-8 p.m., Near-Wilderness Settlement in Baker Park Reserve, Medina

Bring the entire family for a morning of archery. All equipment is provided (Mathews Bows that fit all sizes, 7 years old+). Learn the basics of shooting a bow and elements of safety, and have fun shooting traditional targets and 3D animal targets. \$5. Ages: 7+. Reservations required; call 763/559-6700 and reference activity #330311-04.



Proposed Public Works Facility Project Newsletter & Tax Implications

May 2011

How Do I Learn More?

The City of Medina invites its residents and businesses to attend the upcoming meetings and open houses to learn more about the proposed Public Works Project and tour the existing facility. Watch your mail for an invitation to attend any of the following meetings taking place at City Hall:

- **Thursday, June 16 @ 6:30 p.m.**
- **Saturday, June 18 @ 9:00 a.m.**
- **Monday, June 27 @ 6:30 p.m.**
- **Wednesday, June 29 @ 6:30 p.m.**

Project Background

The City's existing Public Works Facility is located at 2052 County Road 24, on the same site as City Hall. The existing facility consists of a 7,400 sq. ft. pole shed constructed in 1975, which is used for storing vehicles and equipment, and includes a maintenance area and office, as well as outdoor storage, salt shed, fueling facility and brush pile.



Existing Public Works Facility Site

The City's Capital Improvement Plan (CIP) has been identifying a need for a new Public Works Facility since 2004.

Project Need

A Citizen's Advisory Committee, which studied the existing City facilities from 2006 to 2007, identified the following needs for constructing a new Public Works Facility:

- Safety concerns are: poor working conditions and ventilation, work circulation, spacing between work functions, storage of tools/carts, parts open to spillage/contamination with lubricants, and fire hazards from maintenance and welding.
- The current site and yard are not sufficient to house public works vehicles, equipment, and operations, as well as police forfeited vehicles, which results in faster equipment depreciation.
- The existing site is non-conforming with City Code and State clean water regulations.
- Area for cleaning and maintaining vehicles is non-existent.

What has been done so far?

The City completed a Facilities Master Plan, which in 2007 originally recommended a project scope involving a new facility of 45,000 sq. ft. located near the Highway 55/Arrowhead Drive intersection, with an estimated cost of \$8,000,000 (land & facility).

In spring 2011, the City reduced the project scope to include:

- New facility of 30,000 to 35,000 sq. ft. (Phase I), which will serve the City for at least 25 years.
- The acquisition of 11 buildable acres for future expansion, and a potential future water tower.
- Location next to Hennepin County Public Works, 1600 Prairie Drive, to maximize operating/cost saving efficiencies through sharing of fueling and salt facilities.
- Estimated cost: \$6,500,000 (land, construction, and fees).
- Funding source of General Obligation Bonds, with shared funding from water, sewer and storm water revenues.

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Land Acquisition: The City secured an Option Agreement to acquire 11 acres of land from Hennepin County at their Public Works site in Medina. The City has three years to exercise the option, and is not paying a fee for the option to secure the land.

Public Input and Education: The City has provided project updates in the City's Medina Message newsletter and conducted an Open House in August 2009 to provide an opportunity for residents to view facility conditions. The City also provided a handout during Medina Clean-Up Day on April 30, 2011 to invite residents to tour the existing facility. City representatives also invited comment through two focus groups made up of residents and business owners in March and May 2011 to learn how the public views this important infrastructure project.

How will my City taxes or City utility rates be affected?

If the City issues \$6.5 million in bonds with a 5% interest rate for 20 years on the project, the annual debt obligation will be \$547,656. Because public works operations consist of roads, parks, water, sewer and storm water, the revenue sources to pay for the debt service would come from a share of increased City taxes and utility fees. About 69% would be funded from City taxes, 20% from water fees, 6% from sewer fees and 5% from storm water fees. Here are some quick facts on the City tax and utility fee impacts:

- The City's tax levy would increase by about \$377,882/year.
- Tax increases and utility rate increases would occur in 2013.
- The annual tax increase on a \$250,000 home would be \$42.
- The annual tax increase on a \$500,000 home would be \$119.
- The annual tax increase on a \$500,000 business would be \$221.
- A water facility fee would be charged at \$87/yr. (or \$7.25/mo) for each user.
- A sewer facility fee would be charged at \$26/yr. (or \$2.13/mo) for each user.
- A storm water facility fee would be charged at \$4.70 per Residential Equivalency Factor each year (i.e. 1 REF = 1 urban residential single-family household).

What is the next step?

The tentative schedule for the Public Works Facility project includes:

- Summer 2011 - The City plans to conduct meetings and open houses, determine a financing option, and review proposals for a Project Construction Manager and Architect-Engineer.
- Fall 2011 - Final project design and bonding approval for the project.
- Spring 2012 - Public bidding on plans, bonds issued, and project construction begins.
- Winter 2012/2013 – Substantial completion of project.

What are the financing options?

The City Council is considering two financing options for the project:

- Referendum Bonds – Requires public support through a special or general election. Less than 1% of cities use this option.
- Capital Improvement Bonds – Requires creation of a 5-year Capital Improvement Plan (CIP). A public hearing must be conducted prior to CIP approval and a 30-day period is required for Medina residents (5% of the number of voters in the most recent election) to petition for a referendum prior to closing the bonds. 75% of cities use this option. 24% of cities use EDA Lease Purchase bonds, which do not provide for public input and will not be used by the City for the project.

Tax Levy Rates

Assuming the bonds were sold, the Medina City tax levy rate would be increased by 2.4 percentage points. For comparison purposes, 2011 tax levy rates for Medina and surrounding communities are set below:

• Medina	18.977%
• Corcoran	37.041%
• Greenfield	29.833%
• Independence	32.680%
• Minnetrista	27.296%
• Plymouth	27.490%
• Orono	14.991%
• Long Lake	37.105%
• Loretto	53.639%
• Maple Plain	57.639%
• Rockford	50.353%

Project Contact:

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Information:

City website: www.ci.medina.mn.us