



minnetonka memo

*A Newsletter from the City of Minnetonka
March 2004*

City will host its first ECO-FAIR

The City of Minnetonka is known for its beautiful trees, wetlands, and lakes, and we're committed to protecting this heritage. And we know our citizens are, too. If you own or live near a piece of this natural landscape, how do you keep it healthy? Get some great ideas about enhancing the natural value of your property at the city's first ECO-FAIR on Saturday morning, March 13.

The ECO-FAIR will be held at the Minnetonka Community Center, 14600 Minnetonka Blvd., between 9 a.m. and noon. There will be exhibitors, refreshments, and a variety of concurrent workshops. And best of all, it's free!

Following introductions in the Community Room at 9 a.m., workshops will follow at 9:10, 10:10, and 11:10 a.m. The topics are as follows:

Native plants for home gardening

Fortin Consulting, an environmental consulting firm located in Hamel, MN will provide tips on how to find and use beautiful native plants that are well adapted to this area and grow with minimal care. The focus will be on woodlands, wetlands, and prairies.

"Design your yard"

Fortin Consulting will help you draw a plan for landscaping your own yard, incorporating beautiful native plants. Your design will be site specific to your yard and needs.

Minnetonka ECO-FAIR
Saturday, March 13, 2004
9 a.m. – Noon
Minnetonka
Community Center

Lawn Care and Water Quality

Do you ever wonder how to get a great-looking lawn without spending a lot of time and money? Let the Master Gardeners show you how. They will also help you understand how your lawn care practices can affect the quality of our lakes, ponds, and wetlands.

Home Composting

Some homeowners have 80 bags of leaves to dispose of every fall. Composting could reduce their volume to the equivalent of 10 bags of odor-free soil amendment. A Master Gardener will show you how it's done.

Managing Suburban Wildlife

How do you manage deer, geese, and other wildlife that have made the suburbs their home? Larry Gillette, wildlife manager for Three Rivers Park District (formerly Hennepin Parks), is the person to ask.

Restoration of Minnetonka Parks

The city has been working to restore the natural areas in its parks since 1996 through the Natural

Resource Stewardship Program. Kim Chapman from Applied Ecological Services, the program's original consultants, will present a program review and discussion of the "how's and why's" of this exciting project.

Busting Buckthorn and Other Invasive Plants

Prairie Restorations is a consulting firm from Princeton, MN whose business is restoring natural ecosystems. That means getting rid of buckthorn, garlic mustard, and other invasive plants. Learn the best ways to remove these unwanted plants and keep them out of your yard.

Beyond Buckthorn: What to Replant and When

This one speaks for itself. Once you have removed the buckthorn, how do you restore your woodlands with a diversity of attractive native plants? Janet Larson, an independent consultant, will show you how.

Come join city staff and our knowledgeable consultants to learn more about our environment. Most of these sessions will be held twice, so you won't miss one while attending another. The event is free, and no reservation is necessary. Come and get ready for spring!

For more information, contact Environmental Resources Coordinator Jo Colleran, (952) 939-8299, or jcolleran@eminnetonka.com. □

Mayor will deliver State of the City message

MAYOR KAREN ANDERSON will deliver her State of the City message on Wednesday morning, March 3, in the Minnetonka Community Center. The event will run from 7:30 to 9 a.m. The public is invited; a light breakfast will be served. Reservations can be made by calling Karen Telega, (952) 939-8211, or e-mail ktelega@eminnetonka.com. □

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Wetland Health Project volunteers needed

THE CITY OF MINNETONKA has partnered with Hennepin County to implement the Wetland Health Evaluation Project within our city. The goals include using biological criteria to identify the health of different wetlands within the community. Have you ever wanted to wade in a wetland, get your hands muddy, and discover plants and animals that live in murky shallows? Then we have the job for you!

Adult volunteers work on a team with other city residents to study the biological health of Minnetonka's wetlands. You *do not* need a science background or any previous monitoring experience to participate. Volunteers work under the direction of a team leader and receive training on wetland monitoring protocol. This includes plant and insect identification. The time commitment is approximately 40 – 50 hours from May through

July. This includes all training, fieldwork, and lab work. All equipment is provided. The city then uses the collected data to help determine the health of our water resources.

If you're interested in volunteering for the Minnetonka Wetland Health Evaluation Project, please call Environmental Resources Coordinator Jo Colleran for more information, (952) 939-8299. □



Last year a team of volunteers studied the health of city wetlands. The study continues this year.

I-494 expansion project scheduled to begin this fall HT

THE I-494 EXPANSION project involves adding a third travel lane within the median, or grass area, of the existing freeway between Highway 5 in Eden Prairie and I-394 in Minnetonka. It also includes reconstructing the other travel lanes, as well as the Crosstown and Highway 7 interchanges. In addition to the pavement reconstruction, 13 bridges will be replaced, and new noise walls will be constructed at various points along the corridor. The project is scheduled to begin in September and is scheduled for completion by the end of 2006.

By June of this year, area residents may notice crews surveying certain areas to identify the boundaries of the new roadway and Mn/DOT's (Minnesota Department of Transportation) right of way. Residents may also notice crews taking additional soil samples during this time. Motorists will not experience any commuting changes until late August or September, 2004.

For additional information on this project or other city projects, please go to our Web site at www.eminnetonka.com, and look under "Hot Topics." If anyone has specific questions with regard to the I-494 reconstruction, you may contact Kevin Anderson, Mn/DOT Project Manager, (651) 582-1463. □

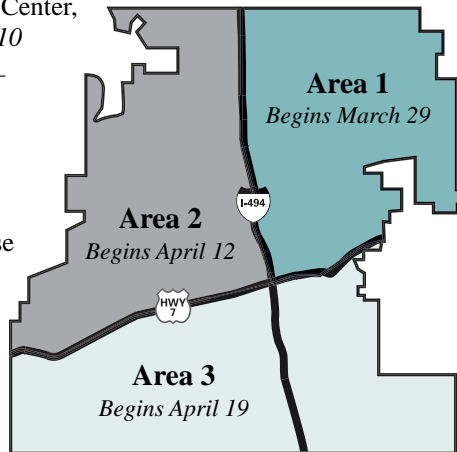
Water main flushing scheduled

THE UTILITY DIVISION of the Minnetonka Public Works Department will be flushing water mains throughout the city from the last week of March through April 23. Flushing will be done weekdays from 7 a.m. until 5 p.m. in most areas (see accompanying map).

Flushing in the areas listed below will occur at these special times:

- Ridgedale business area, noon to 4 p.m.—*March 28*
- Minnetonka Industrial Road, Twelve Oaks Center, Carlson Parkway, 7 a.m. to 4 p.m.—*April 10*
- Highway 7/101 areas, midnight to 8 a.m.—*April 14*
- Opus, Beachside, K-Tel, Clearwater Drive, Whitewater Dr., Culligan Way, 10 p.m.—*April 18 to 8 a.m. April 19*

Flushing schedules may be adjusted because of weather conditions. During the flushing period, it's normal to experience some discolored water. This water is safe to drink and can be cleared up by running the *cold* water in your laundry tub. If you experience problems, please contact the Utility Division, (952) 988-8400. □



Minnetonka Mike flexes his muscle

BEGINNING THIS MONTH, residents can use the city's Web site to enter requests online 24 hours a day, seven days a week. The best advantage of the new system is that residents will now be able to track the progress of their requests.



This system is an extension of the Minnetonka Mike system and can be accessed by clicking on the Minnetonka Mike link on the front page of www.eminnetonka.com. The system can be used to request a service, make a comment, or even give the city a compliment.

Check out this new state-of-the-art connection to your city services, and let us know what you think about it. □

Is a do-it-yourself spring project in your future?

IF YOU'RE PLANNING a do-it-yourself remodeling project—a new deck, perhaps—it's not too early to apply for a building permit and get your plans approved now. By doing so, you could be building in the spring instead of waiting for your permit to be approved. Call (952) 939-8200 for more information. □

State of the City

By Mayor Karen Anderson

Minnetonka...where quality is our nature

In recent weeks, we've heard conflicting reports about the state of the nation, the state of the state, and the state of the region. Governments at all levels are struggling to deal with these challenging times, challenging fiscal times, and challenging political times.

I'm pleased to report that the state of the City of Minnetonka is excellent. Despite the sea of economic and political uncertainty that threatens the ability of public agencies to provide essential services, Minnetonka's ship of state remains watertight. We have retained our solid financial position and perhaps, more importantly, will continue to provide quality services at a reasonable price into the future.

What's unique about Minnetonka that makes this positive position and outlook possible? It's both responsible long-term management, and luck.

- We have our accident of geography. Our position on two major transportation corridors makes Minnetonka a desirable place to live, work, and play.
- We're also blessed with a wealth of natural resources, lakes, and varied topography and wooded areas.

That's the luck. Fortunately, our predecessors and current city mothers and fathers have responsibly managed those assets. Responsible stewardship is not an accident.

- Past city leaders made sound decisions to protect our resources and set aside parkland and open space. And more recently, we've embarked

on a comprehensive program to preserve more of our natural resources. We're investing substantial time and money into the preservation and protection of our precious water resources and woodlands.

- As one example, we're enacting tough environmental standards for the protection of the wetlands that make Minnetonka unique. We're also aggressively negotiating conservation easements with developers to permanently protect our remaining open spaces.
- We also reacted early and decisively to ensure our future ability to provide the quality services our community has come to expect. Well in advance of the actual state revenue cuts, we put into place a "responsible fix" that protects our future capacity to support community needs.

Tough times call for tough decisions. We cut capital projects, capped our budget growth, and enacted user fees to reduce the need for property tax increases.

As one example, we put in place a conservation-driven water pricing structure that ensures people only pay for the water they actually use. It's both fair and responsible.

All of these efforts help maintain our ability to provide excellent services, and preserve the natural amenities of our community. We truly live our community vision: "Minnetonka...where quality is our nature."

New City Council Members

The November, 2003 elections brought change to the Minnetonka City Council and also reinforced its continuity. Al Thomas was reelected as Ward 4 council member for four years. Brad Wiersum was elected to a four-year term representing Ward 3, a position he had been appointed to early in 2003. Wards 1 and 2 elected new representatives, and Bob Ellingson and Tony Wagner were sworn in on January 5 to begin their four-year terms of office.

The city council will be challenged to continue our long tradition of informed active involvement in city and regional decision-making, while making room for new voices and



Members of the 2004 Minnetonka City Council include, from left, Al Thomas, Tony Wagner, Karen Anderson, Bob Ellingson, Jan Callison, Brad Wiersum, Terry Schneider.

Photo by Bob Richards

ideas representing the wishes of Minnetonka's voters.

Our new council will use the new Strategic Framework we recently adopted to chart the direction for continued excellence as we face new challenges in 2004. I'd like to use that framework to report on the state of the city and outline our plans for the future.

Minnetonka Strategic Framework

1. Natural Environment
2. Public Safety
3. Public Services
4. Transportation
5. Development
6. Building Community
7. Organizational Excellence

Minnetonka's Strategic Framework sets seven goals. We made considerable progress toward meeting these goals in 2003 and will continue to use them to set our priorities in 2004.

Natural Environment

We take our environmental stewardship responsibilities seriously in Minnetonka, expanding our aggressive protection programs to preserve the natural resources that make our community truly special.

A recently completed natural resources inventory will provide a better understanding of the quality of the natural resources that exist on public and private property, and give us the tools we need to make better decisions about city facilities as well as private development.

City acquisition of several properties in the Minnehaha Creek corridor added to our goal of open space preservation, and negotiations are under way for the acquisition of other environmentally sensitive parcels. The concept of conservation development, where more intense development is allowed on part of a property in order to preserve an environmental feature, is proving to be a useful tool for preserving the remaining open space in our city.

We're also well into our multi-year parks renewal program. Last



Neighbors were actively involved in planning Sunrise Ridge Park, one of Minnetonka's newest parks located at the intersection of Minnetonka Drive/Sunset Drive.

year saw the completion of Orchard Park, and we're nearly finished with Victoria-Evergreen, Linner, Ford, Meadow and Burwell/Mills. We promised our citizens that they'd be able to decide what their parks should be, and it's happening. Hundreds of residents are helping design and choose equipment for the parks near their homes.

Two new neighborhood parks also opened in the last year. Sunrise Ridge and Pioneer Parks are both great examples of partnerships between the city and active neighbors, with Faith Presbyterian Church contributing land for Pioneer Park. In 2004 we'll see the renewal of Glen Moor, Gro Tonka, Hilloway, Knollway, McKenzie, Purgatory, Spring Hill, and the Minnehaha Creek Headwaters Parks.

Public Safety

The dedicated members of Minnetonka's police and fire departments continue to provide effective and innovative public safety services to assure that our residents and businesses are safe and secure.

- Residents of Minnetonka stay connected to their neighborhoods by belonging to 149 Neighborhood Block Clubs. This concept has now expanded into an I-394 Corridor Block Club of management and building security companies along the freeway

reaching from Minneapolis to the western edge of Minnetonka. The quarterly *News for Neighbors* reaches all block club members with timely information about the Minnetonka police and fire departments as well as useful crime prevention tips.

- The police department continues to develop partnerships with neighboring communities. Efforts such as traffic enforcement saturations, the Emergency Response Team, SW Hennepin County Drug Task Force, and the WMD Tactical Team are multi-agency collaborations that maximize our effectiveness. Securing state and federal grants provides opportunities to expand our Juvenile Diversion program, Juvenile Traffic Diversion classes, the school liaison effort, and Safe and Sober traffic initiatives.



Members of the Maple Grove, Plymouth, and Minnetonka Police Departments are pictured in this poster used in their cooperative "Safe & Sober" campaign. Funded by the National Highway Traffic Safety Association, this program targets underage drinking.

- Homeland Security responsibilities, what I call "hometown security," continually place challenges on our local first responders. In order to make certain our most vulnerable facilities are safeguarded and increased security is met when the alert level is raised, our police and fire departments work regionally to participate in collaborative efforts by pooling our resources.

We've done a number of things to make sure we're well prepared.

- The city has an updated Emergency Plan, approved by the county and the state, that specifically addresses terrorism.
- The Minnetonka Fire Department has trained all of the city's fire-fighters to respond and deal with the newer threats of weapons of mass destruction, biological, chemical, and other agents that now may be a part of our response.
- A new county-wide fire mutual response agreement is now a reality. This will allow a regional response to larger issues.

Finally, the police department is undertaking a monumental implementation of a new records management and dispatching software system. This new technology will enable our police department to utilize innovative software that will create new business solutions as part of a multi-agency joint partnership with 18 other metropolitan law enforcement departments.



Personnel in Minnetonka's state-of-the-art communication center, located in city hall, receive and dispatch emergency and non/emergency calls for police, fire, and medical services.

When I speak to kids in classrooms and as part of scouting groups, I always talk about public safety as the most important thing that the city does. It's also the largest portion of the city budget. That's one of the main reasons that Minnetonka is such a desirable community. People feel safe here.

Transportation

Our residents continue to be concerned about traffic speed and congestion on our streets, and we're actively working to alleviate these problems. The good news is that we've successfully obtained the funding necessary to complete the long-needed improvements. The bad news? The construction is all going to take place at the same time. We got what we asked for!

Beginning in the summer and fall of 2004, construction will start on I-494, including the addition of two more lanes, and improvements to the eastbound bottleneck at I-394. Construction will also begin on County Road 101, the Minnetonka Blvd./County Road 73 intersection, and the Baker Road/Excelsior Blvd. intersection.

Most of the projects will last about two years, and we understand the disruptions that will result. I want to assure you that we'll do everything possible to coordinate the timing and provide you with information on alternate routes. Be sure to watch for a citizen information hotline and regular briefings in the *Minnetonka Memo* and local newspapers as these projects get under way.

State budget cuts in regional transit funds resulted in a reduction in some of Minnetonka's transit services. However, working with Metro Transit, we were able to retain the routes and services for our most transit dependent residents. Our Dial-a-Ride service, operating weekdays from 7 a.m. to 5 p.m., continues to grow in ridership and prove its success. As a service to commuters, the city, through our sponsorship of 494 Commuter Services, helps employers provide their work forces with expanded commuting options.

Development

The city continues to be faced with difficult decisions as pressures for infill development continue. We remain committed to working with

concerned neighbors and developers to fairly balance individual property rights with the public interest, while protecting the sensitive environmental features of the properties.

As two examples of these challenging balancing acts, The Sanctuary development will bring a variety of housing types to the city in an area that offers easy access to neighborhood services. The Meadowwoods development will restore previously damaged wetlands and permanently preserve half of the property in a conservation easement.

Even though we consider the city to be nearly fully developed, well over \$100 million in new construction took place in 2003, a six percent increase over 2002. In addition, nearly \$30 million of residential additions and remodels took place. Forty-two new homes were built at an average cost of \$517,000, and this did NOT include the cost of the lot.

This last fact reinforces the need to continue our efforts to add affordable housing to the mix of options offered in the city. We need to make sure that our teachers, fire fighters, young families, and empty nesters can continue to afford to live in our community.

During the past year, we have successfully encouraged affordable units to be included in new developments and also worked with the Metropolitan Council and the West Hennepin Affordable Housing Land Trust



The West Hennepin Affordable Housing Land Trust (WHAHLT) recently purchased this Minnetonka home to provide affordable, permanent homeownership opportunities for low and moderate income households. To learn more about purchasing this home, or other WHAHLT homes, call (952) 401-7071.

(WHAHLT) to provide scattered site affordable units. This effort will continue as a focus in the coming year.

Building Community

We remain committed to open communications with our citizens. The park renewal process is a great example of fostering that interaction, as we use neighborhood forums to determine the design of each of our neighborhood parks. The finished product truly reflects neighborhood wishes, even down to the playground equipment selected by the children.

This spring we're launching a new way for citizens to report and track problems or concerns – Minnetonka Mike is getting some new muscle. Citizens will be able to file requests electronically through the city's Web site, and then track the process as the issue is addressed and resolved by city staff.

The voices of Minnetonka's leadership continue to be heard far beyond our borders. That's increasingly important as decisions made at the national, state, and regional levels affect the way we do business and often limit our ability to make our own local decisions.

There's a troubling movement to limit local authority, and that makes it even more important to work with other organizations and our governmental partners to make sure Minnetonka's interests are represented. These partnerships include: the National League of Cities, the League of Minnesota Cities, the Association of Metropolitan Municipalities, the Metropolitan Council, TwinWest Regional Chamber of Commerce, the three watershed districts in the city, and the Hopkins, Minnetonka, and Wayzata School Districts.

We're also fortunate to have a voice and a degree of influence in decision-making at other levels of

government. As a past president of the National League of Cities, I continue as the point person on homeland security and am involved in representing the municipal view to key members of congress. Other city council members fill this role at the state and regional level. Our city manager, John Gunyou, is a recognized expert on state finances and is often called on to explain state-local fiscal relationships.

Public Services

We're fortunate to have strong financial leadership in John Gunyou and Finance Director Dale Eggenberger to guide us through our recent fiscal challenges. In 2003, Minnetonka received the Government Finance Officers Association (GFOA)

award for Excellence in Financial Reporting for the 19th straight year. We've also maintained our Aaa bond rating, a rarity in city government.

In Minnetonka, we take pride in providing quality services at a reasonable price. This has been especially challenging over the past year as the state has reduced funds to cities, has limited our ability to raise revenue, and has cut back services provided to our local residents.

Perhaps most troubling, the state has required some cities to collect taxes from our residents to fund a state program that they want to continue but not pay for – it's like a reverse local government aid program. That means Minnetonka taxpayers will have to pay higher property taxes in 2004, even though the city actually receives less property taxes to pay for your basic police, fire, street, and park services.

As I mentioned earlier, we've taken several steps to adjust to these state impacts and still retain our tradition of quality services. These responsible actions insure that our

property taxes will continue to grow at about the rate of inflation, just as they have for the past decade.

Organizational Excellence

Minnetonka city staff, the dedicated workers who serve us on a 24/7 basis throughout the year, are truly public servants in every sense of the word. I'd like to personally thank them all for their commitment to excellent service.

In my travels to cities all over the country, I am always impressed by the commitment to public service shown by local government employees. However, I feel privileged and proud to return home to Minnetonka where I know and see the evidence of a commitment to our organizational mission: "Exceptional services provided by exceptional people."

A Thank You to the Community

Minnetonka's strength depends on an active and informed populace willing to spend the time and energy to make our community the best that it can be. I'd like to thank the members of the city council who devote their many hours to carrying out the required city business, and then put in many more hours to represent their constituencies. I'll add my thanks to the nearly 200 members of our city boards and commissions who volunteer their time to advise the city council on current issues. I'm especially encouraged by the growing number of youth who are eager to be involved in the business of the city.

Most of all, I want to thank our citizens, our families, our retirees, our business owners and workers, our newest residents, and those who have been here for many years – those who understand that by working together, we can continue to build a quality community, a community of excellence.



Karen J. Anderson, Mayor

Minnetonka Mike is available to take your calls 24/7. If you have a concern, complaint, or comment about city services, call (952) 939-8586.



2004 Seasonal and Summer Employment Opportunities

Recreation Services — Seasonal and Summer Jobs (952) 939-8203

Recreation Services offers many part-time jobs throughout the year. Spring/summer jobs are currently being recruited and staffed. It's never too early to apply. You must be at least 16 years of age.

TO APPLY, a completed city application form must be submitted. To obtain an application form:

- Call Recreation Services (952) 939-8203 (M–F, 8 a.m. – 4:30 p.m.).
- Download an application or apply online at www.eminnetonka.com (Click on Inside City Hall, Employment, Seasonal/Temporary).
- **Aquatics Program:**
Seasonal or Year-round — North Jr. High and Williston Fitness Center
For more information, contact Kelly at (952) 939-8379.
Water Safety Instructors: Start at \$9.50/hr. Current WSI, LGT, CPRPR certification required. M–F day and evening hours
WSI Aides and Lifeguards: Start at \$7.70/hr. Current WSA, LGT, CPRPR certification required. Day or evening hours
- **Williston Fitness Center:**
*Free fitness center membership
For more information, contact Kelly at (952) 939-8379.
Child Care Provider: *Bring your kids to work. Dependable individuals to provide age-appropriate, non-structured activities for children.
Work 6–18 hrs./wk. \$7.25–\$8/hr. Day shift: 8:45 a.m. – 3 p.m.
Evening shift: 4:15 – 7:30 p.m.
Service Desk Attendant: Customer service, answer phones, reservations \$7–\$8/hr. Evenings and weekends.
Building Supervisor: Cleaning, light maintenance, customer service \$7.50–\$8.50/hr. Evenings and weekends.
Land Aerobics Instructor: Experience required. Weekday evenings. Starting pay is \$17/hr.

- **Gray's Bay Marina:**
For more information, contact Jenny at (952) 939-8374.
Facility Attendants: \$8–9.50/hr. Customer service, dispense fuel, maintain building and grounds April–November 1. Weekdays, evenings, weekends, and holidays.
- **Park Attendants:**
For more information, call (952) 939-8390.
Minnetonka: Glen Lake (includes Skate Park) and Lone Lake Park—Days, evenings, weekends, and holidays. Pay range \$7.50–8.50/hr. Glen Lake Park (May–October) Lone Lake Park (May–Labor Day)
Hopkins: Valley Park and Burnes Park—Mature and responsible position. Afternoons, evenings, and weekends. Weekends only in May; 7 days a week May 28–Labor Day. \$7.50–\$8.50/hr. 25–35 hrs./wk.
- **Youth Programs:**
Playground Leaders: Monday–Friday, \$7.50–\$8.25/hr.
Baseball Instructors: Tuesday/Thursday mornings, \$7–\$8.25/hr.
T-Ball Instructors: Days/Evenings, \$7–\$8.25/hr.
Soccer Officials Needed: (training provided) Saturdays and weekday evenings, September 2 through October 19, \$9.50–\$16.50/game.
- **Youth/Adult Programs:**
Tennis Instructors: Prior teaching experience desired. Days and evenings, flexible schedule. Begin June 16 (8 weeks) \$8–\$12/hr.
- **Beaches and Swim Programs:**
For more information, contact Jenny at (952) 939-8374.
Lifeguards: Beach and Pool, Day/Evening, \$8/hr. start
Water Safety Instructors: Monday–Friday Day/Evening, \$9.50/hr. start
Concessionaire and Gate Attendants: Monday–Sunday, \$6.75/hr. start
Beach Maintenance: Monday–Sunday, \$7/hr.

Public Works Summer Jobs (952) 988-8400

All Public Works seasonal positions start at \$9.35/hour with a year-end bonus available. Flexible scheduling is likely, with all employees working 40 hours/week. Some positions will require working on weekends. You must be at least 16 years of age.

TO APPLY, a completed city application form must be submitted. To obtain an application form:

- Call the JobLine at (952) 939-8212.
- Download an application or apply online at www.eminnetonka.com (Click on Inside City Hall, Employment, Seasonal/Temporary).
- **Water/Sewer Utility Maintenance (3 positions)**
Duties include: hydrant/equipment painting, maintenance of water/sewer system, mowing, landscape work, and maintenance of the sanitary collection system.
- **Park Maintenance (18 positions)**
Duties include: mowing, trail maintenance, landscape maintenance, athletic field maintenance, brush cutting, trimming, and various park improvement projects.
- **Street Maintenance (5 positions)**
Duties include: pavement maintenance, sign installation, brush and tree trimming, trail work, and miscellaneous drainage activities.



Recyclable material can be put into one of the following two groups:

1 Newspaper, Miscellaneous Paper Items, and Corrugated Cardboard

Paper (includes the following): Newspaper and all colored comics and ad supplements; glossy magazines and catalogs; direct mail advertising (sometimes referred to as unwanted or junk mail); letters, bills, receipts and envelopes; school and office paper; hard and soft covered books; telephone directories; toy, gift, shoe, and tissue boxes and tubes; laundry detergent boxes; beverage carriers (pop, water, beer); dry food packaging (cereal, cracker, cake, chip, pasta, etc.)

Remove all product liners and flatten boxes. Shredded paper is accepted (in a paper bag only).

Place the acceptable paper into a paper grocery bag and set out in or next to the blue recycling bin. Newspaper may be placed in a separate paper bag, bundled, or mixed with the other paper products.

Corrugated Cardboard (No minimum size): Flatten boxes. Place next to the recycling container. That's all that's required. Small pieces of cardboard can be placed in the bag with miscellaneous paper.

2 Glass Bottles and Jars, Metal Cans (includes aluminum foil and foil trays), Plastic Bottles (with a neck)

Rinse all containers clean. Discard all plastic caps, tops, lids, and pumps. Place containers loose into the blue recycling bin (mixed together) or into paper grocery bags. Place bags in or next to the blue recycling bin. **Only plastic bottles with a neck are accepted!** Throw all other plastic items (trays, bags, tubs, caps, covers, lids, and pumps) in your garbage!

Do not mix the loose paper products and loose containers in the recycling bin.

RECYCLING HINTS

NOT EVERYTHING IS ACCEPTED FOR RECYCLING

The materials accepted in the recycling program are wanted by industry as feedstock to make new items. Contamination by unwanted items is a problem. Placing unacceptable materials in your recycling bin is like throwing a bright red towel in with a load of white laundry — it ruins the whole effect!

The following materials are NOT accepted for curbside recycling or at the drop-off center. Throw these materials into your garbage!

- all paper milk or juice cartons or boxes
- all plastic items (bags, toys, tubs, trays, pots, pails, buckets, packaging peanuts, medicine containers, motor oil bottles), except for bottles that come to a neck
- light bulbs, mirrors, window-plate-auto glass, glasses, plates, bowls, other dishes or cookware, ceramic dishes or bottles
- kitchen and bathroom paper products (food wrap, paper towels, tissues, plates, cups, napkins, coffee filters, etc.)
- gift wrap or wallpaper
- photographs, slides or carbon paper
- non-corrugated packaging such as pizza boxes, and packaging for all refrigerated or frozen foods (i.e. frozen entrees or waffles, cream cheese or butter boxes, yogurt containers, etc.)
- aerosol and paint cans, household scrap metal (pots, pans, etc.)

Curbside Collection Day / Holidays

Collection day: Recycling collection for residents west of I-494 is on Mondays. Residents east of I-494 have recycling collection on Tuesdays.

Recycling holidays: In 2004, only two holidays change recycling collection. Memorial Day (Monday, May 31) and Labor Day (Monday, September 6) holidays will delay recycling one day. (The Monday, July 5 holiday for Independence Day will not change the recycling schedule.)

Please have your recycling materials out by 7 a.m.

Container Storage / Setout

Storage of recycling and garbage containers: Your garbage and recycling container must be stored out of public view except for the evening before and the day of collection.

Late set-out: Recycling materials should be set out at your curb before 7 a.m. or the night before.

If your recycling is set out before 7 a.m. and not collected by 6 p.m., please call the Minnetonka Recycling Coordinator by noon the following day. You may leave a message on the 24-hour recycling hotline: (952) 939-8202.

If you have questions about recycling, please contact the Recycling Coordinator, Dean Elstad, (952) 939-8217 or email: delstad@eminnetonka.com.

Thank you for recycling — your participation *does* make a difference!

Telephone Directories

Telephone directories may be placed in the paper grocery bag with the other paper products. **Do NOT include the plastic delivery bag** — either re-use it or throw it into the garbage. Directories are also accepted at the Recycling Drop-off Center.



Minnetonka-Hopkins Recycling Drop-off Center

After being relocated to a site behind city hall while the new public works building was under construction, the Minnetonka-Hopkins Recycling Center has returned to 11522 Minnetonka Blvd., site of the new public works facility. Watch for the sign shown at right — enter by using the driveway

just west of it. The green recycling drop-off containers are to the right.

This site accepts the same materials as the curbside program and is available 24/7 year-round. Questions? Call Recycling Coordinator Dean Elstad, (952) 939-8217.



Year-round Hennepin County Drop-off Sites

• Household Hazardous Waste

(HHW) is accepted at both Hennepin County sites shown at right throughout the year. There is no charge to drop off HHW.*

Household hazardous waste includes items such as

paint, stain, thinners, solvents, pesticides, herbicides, cleaners, gasoline, oil, oil filters, aerosol cans, fluorescent and HID lamps, thermostats, switches and thermometers containing mercury, rechargeable appliances and batteries.

- **Consumer electronics** accepted at both sites at no charge: TVs, radios, stereos, VCRs, camcorders, telephones, computers, monitors, printers.

• Household appliances

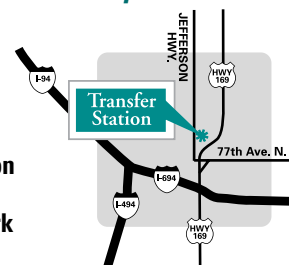
(microwaves, water heaters, stoves, freezers, washers, dryers, etc.) are accepted for a \$15 fee for each item.

Both facilities are open Tuesday, Thursday, Friday, from 10 a.m. to 6 p.m.; Wednesday, 10 a.m. to 8 p.m.; Saturday, 8 a.m. to 5 p.m. Sites are closed Sunday, Monday, and holidays.

For further information, call the Recycling Coordinator, (952) 939-8217 (please leave a message if you get voice mail). Additional information is available from Hennepin County, (612) 348-3777.

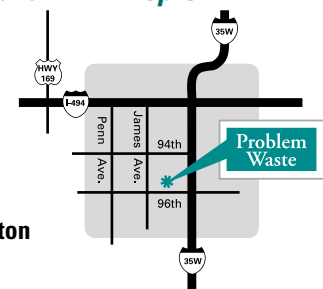
**(HHW is not accepted from businesses, non-profits or home businesses.)*

Hennepin County Transfer Station and HHW Drop-Off



8100 Jefferson Hwy.
Brooklyn Park

Hennepin County Problem Material and HHW Drop-Off



1400 W.
96th St.
Bloomington

Help wanted!

Adopt-A-Park/Trail

THE PARKS DIVISION of the Minnetonka Public Works Department is again looking for individuals or groups willing to volunteer their time for a one-time spring clean-up of a city park or trail segment. To receive additional information, including available areas, visit the city's Web site, www.eminnetonka.com, or contact Craig Sinclair, (952) 988-8412.

Adopt-A-Sign

MINNETONKA'S ADOPT-A-SIGN program has proven to be a great success due to the wonderful efforts of families, civic organizations, and individuals who have adopted the various park signs around Minnetonka. The city will again prepare the sites and provide an allowance for volunteers to choose annuals of their own preference to plant and maintain through the 2004 growing season. Last year's volunteers will be given first option to adopt the sign they took care of previously, but some will choose to pass the trowel, making several additional sites available.

If you or your organization would like to adopt a park sign, please contact Minnetonka Facilities Management, (952) 939-8390, or e-mail mweseloh@eminnetonka.com.

Calendar

City of
Minnetonka

March
2004

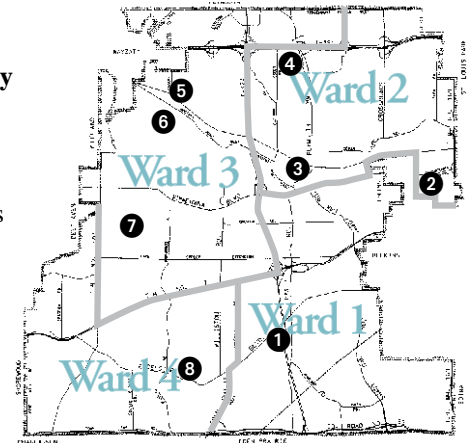
Call (952) 939-8200
for meeting
locations.

S	M	T	W	T	F	S	
	1	2	3	4	5	6	1 Council Study Session, 6:30 p.m.
7	8	9	10	11	12	13	3 State of the City Address, 7:30 a.m.; Park Board, 7 p.m.
14	15	16	17	18	19	20	4 Planning Commission, 6:30 p.m.
21	22	23	24	25	26	27	9 Senior Advisory Board, 10 a.m.; EDA, 6 p.m.; Citizenship Academy, 7 p.m.
28	29	30	31				15 City Council, 6:30 p.m.
							16 Citizenship Academy, 7 p.m.
							18 Planning Commission, 6:30 p.m.
							23 Block Captains' Meeting, 7 p.m.; Citizenship Academy, 7 p.m.
							29 City Council, 6:30 p.m.
							30 Citizenship Academy, 7 p.m.

NEW DEVELOPMENTS

The following items are tentatively scheduled to come before the Minnetonka Planning Commission in March. Please call (952) 939-8200 for updated information or visit the city Web site: www.eminnetonka.com. Meeting agendas are posted on the site the Friday prior to each commission meeting.

- 1 Site/building plan review for Jerry Hagen for expansion of Immaculate Heart of Mary School at **13505 Excelsior Blvd.** (00013.04a)
- 2 Guide plan change, rezoning, preliminary plat for construction of six single-family homes for Curt Fretham at **10413, 10405, 10401, 10402 34th Circle West** (02018.03a)
- 3 Preliminary plat, lot area variance for a two-lot subdivision for Thomas and Patricia Harris at **12918 Rutledge Cir.** (04005.04a)
- 4 Site/building plan review, CUP for coffee shop for Kim Larsen at Ridgehaven Barnes and Noble, **13081, 13101 Ridgedale Dr.** (94034.04a)
- 5 Rezoning/master development plan; wetland/rezoning, alteration permit, replacement plan; preliminary plat; CUP for proposed development of 25 single-family homes for Keith Waters & Assoc. Inc. at **2201 Crosby Rd.** (92009.04a)
- 6 Rezoning; preliminary plat; wetland/alteration permit, replacement plan for 14-lot subdivision (Crosby Cove) for Paragon Designers and Builders at **2511, 2531, 2545 Crosby Rd.** (03092.03a)
- 7 CUP, yard variance for two-story detached porch for Christopher and Maria McLinn at **3911 Colgate Ave.** (03090.03a)
- 8 Preliminary plat dividing one lot into two for Gary D. Bebeau at **15509 Excelsior Blvd.** (04004.04a)



HT Hot Topics HT

ITEMS IDENTIFIED WITH HT are listed as Hot Topics on the city Web site, www.eminnetonka.com. Please refer to the site for additional information on these selected topics. For more information, call Minnetonka Mike, (952) 939-8586, leaving your name and address.

minnetonka memo

March 2004



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A publication of the City of Minnetonka
14600 Minnetonka Boulevard, Minnetonka, MN 55345 • (952) 939-8200
8 a.m. to 4:30 p.m. Monday – Friday

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POLICE-FIRE: Emergency 9-1-1
Non-emergency (952) 939-8500 or 9-1-1

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