

**COMPREHENSIVE PLAN STEERING COMMITTEE
MEETING SUMMARY
September 20, 2007
5:30 p.m.—8:30 p.m.
Minnetonka Public Works**

Steering Committee:	Jan Callison	Sue Sjeklocha
	David Nichols	John Cheleen
	Jim Couling	Janet Dupre
	Bob Walker	Gauri Subramani

Project Manager: Ann Perry, Resource Strategies Corporation

City Staff:	Geralyn Barone	Julie Wischnack	Ron Rankin
	Elise Durbin	Steve Lillehaug	Mark Raquet
	Joe Wallin	Brian Wagstrom	Josh Metzner
	Jeff Thomson		

SRF Consultants: Monique MacKenzie Beth Bartz Angie Bersaw

1. Introduction and Welcome.

Mayor Jan Callison welcomed the group. Introductions were done.

2. Accept September 6 Meeting Summary.

There were two corrections. The committee accepted the meeting summary.

3. Feedback from September 6 Steering Committee Meeting.

Ann Perry said if there is any other discussion or more questions about the September 6 meeting to put those items on the comment cards or contact staff.

4. Continuation of Existing Conditions Presentation and Discussion.

4a. Tour of the Public Works Facility

Brian Wagstrom, Public Works Director, took the committee on a tour of the public works building.

4b. Presentation and Discussion of Sanitary Sewer and Public Water Facilities

Wagstrom said it is important for the sanitary sewer and water resources to be considered in the comprehensive plan because they are only so big and can only accommodate so much new development. He reviewed the divisions within the public works department and specifically the utility division.

Wagstrom reviewed the components of the water system in Minnetonka, and discussed the daily and annual water consumption. He went through the supply and storage of water and noted there are two peaks—morning and evening—for water usage. Wagstrom said there are three pressure zones in the city and he reviewed the water storage system profile. He reviewed what the city does for maintenance on the water supply system, such as flushing watermains, storage tank washing and painting, and water meter repair as a few examples. He said the future demand projection for water usage is expected to stay nearly the same from 2000 to 2020, but it is unknown what that projection to 2030 is.

Wagstrom reviewed the components of the sanitary sewer system. He showed a map where the sanitary sewer mains and lift stations are located, as well as the Metropolitan Council interceptors. Wagstrom reviewed what the city does for sewer maintenance. He said it costs

the city \$282,000 per month to treat the sanitary sewer system and \$750,000 annually for electrical charges.

Wagstrom went through the agencies that have jurisdictional oversight over the city. He also reviewed the residential wastewater and water utility bills for the metropolitan area to see how Minnetonka compares to other cities.

4c. Presentation and Discussion of Transportation Inventory

Angie Bersaw of SRF began by explaining what a transportation plan is and its components, including existing conditions, identify issues, analyze needs, development the plan and implement the plan. She reviewed the demographic trends important to transportation such as population increases, an aging population, and number of trips per household. Bersaw said the major themes in the transportation plan include a balanced transportation system, balanced investments in the transportation system, and community image and identity.

Bersaw reviewed how roadways are classified and reviewed what types of roadways the city has. She said the importance of roadway designations are that it affects the funding to do repairs or reconstruction and consistency with state design standards. Bersaw reviewed which jurisdictions are in charge of each roadway classification. She showed a map that pointed out the existing daily traffic volumes for many roadways throughout the city.

Bersaw said capacity deficiency analysis is when existing and forecast average daily traffic volumes are compared to roadway capacity to identify existing and future capacity deficiencies. She reviewed a map showing the existing roadway capacity.

Bersaw reviewed transit, non-motorized travel, and the existing trail system in Minnetonka. She said traffic forecasting is used to provide an indication of future conditions and it allows agencies to plan for the future.

4d. Presentation and Discussion of Police Department Services

Mark Raquet, Police Chief, began by reviewing the police department's mission station, and emphasized that partnerships are important. He gave a history of the Minnetonka police department and said there are 57 officers today. He reviewed the organization chart of the police department.

Raquet went through the annual statistics for the police department for 2005, 2006 and 2007 year to date for such crimes as shoplifting, fraud, medicals, and others. He also reviewed how the department does their work, such as through technology, proactive enforcement, reactive enforcement, and collaboratively. He said residential home values, retail/commercial, multi-family housing, traffic, senior housing, and affordable housing all contribute to the call load. Raquet said future concerns for the police department include density, light rail transit, and redevelopment.

4e. Presentation and Discussion of Fire Department Services

Joe Wallin, Fire Chief, gave an overview of the fire department, including the 80 paid-on call firefighters and a 7 member full time staff. He said there is an average of 600 calls for service per year, about half of what it was 10 years ago.

Wallin reviewed each of the five fire stations, and the types of the equipment that the fire department has, including eight engine companies (pumpers), five ladder companies, and two technical rescue units which help in situations such as trenches, confined spaces and swift water. He reviewed the organization chart of the fire department. Wallin said the fire

department responds to different types of emergencies including fire, medical, technical rescue, hazardous weather, motor vehicle, and hazardous materials. He said while most of the fire department is staffed by 80 paid on call firefighters, the full time staff takes care of code inspections, fleet maintenance and emergency management.

Wallin said future challenges include the need for affordable housing (otherwise it is difficult to maintain a paid on-call department) and traffic. He said other things to consider are the station locations and the number of firefighters the department needs.

5. Steering Committee Feedback.

Perry reviewed the upcoming meetings including a regular steering committee meeting on October 4, city-wide open house on October 9, October 15 regular meeting and a public open house on November 8.

6. Adjournment.

The meeting adjourned at 8:30 p.m.