

AGENDA
Minnetonka Community Commission
Monday, January 25, 2010, 6:30 p.m.
Shady Oak Room
Minnetonka City Hall

1. Roll Call
Paul Ansolabehere, David Hakensen, Betty Johnson, Michael Kelly, Marli Komarek, Paul Thyren, Barb Westmoreland, Melissa Williamson-Herren
2. Discussion Items
 - A. Commission member update
New member introduction
 - Marli Komarek
Reappointed members
 - Paul Ansolabehere
 - Betty Johnson
 - Michael Kelly
February 8, 6:30 p.m.: City council will recognize Paul Kobs and Eduardo Jimenez for their service. Please attend if you can.

Boards and commissions interviews continue February 1 with council.
 - B. Meeting minutes: November 30, 2009
 - C. Report from Commission Members
 - D. Neighborhood Initiative Program
 - E. Kids' Fest recap
 - Library reading collaborative status
 - F. Final 2010 Annual Report
 - G. Reflections Award criteria review
 - H. Next meeting: Monday, February 22, 2010
3. Adjourn

**Minutes
Minnetonka Community Commission
Meeting of November 30, 2009**

1. Roll Call

Commission members present: Paul Ansolabehere, David Hakensen, Betty Johnson, Michael Kelly, Melissa Williamson-Herren

Commission members absent: Eduardo Jimenez, Paul Kobs, Marli Komarek, Paul Thyren, Barb Westmoreland

Staff: Jacque Larson

Chair Hakensen called the meeting to order at 6:39 p.m.

2. Discussion Items

A. Commission Member Update

- New member introduction
Due to illness, new member Marli Komarek was unable to attend the meeting. Larson shared some information about Marli's background with the commission members present.
- Departing members
The two-year terms of Paul Kobs and Eduardo Jimenez end in January, and they have declined re-appointment to the commission due to work commitments.
- Members reapplying for another term
Paul Ansolabehere, Betty Johnson and Michael Kelly have indicated their interest in appointment to another two-year term on the commission.

B. Meeting Minutes: September 28, 2009

Kelly moved, Williamson-Herren seconded, all voted to accept the minutes of September 28, 2009.

C. Report from Commission Members

Hakensen reported that many people stopped by the photo contest exhibit at the Open House event in October and enjoyed looking at the photos.

Johnson suggested next year having a place on the photo entry form to state where the photo was taken.

Ansolabehere suggested having local establishments post the photos, such as restaurants, retirement homes, library) in order to build

awareness of the city as well as the photo contest, and to help community to residents that Minnetonka is a great place to be. Williamson-Herren suggested an empty storefront at Ridgedale might be a good place for the photo display.

Kelly said he'd like to see a higher presence of community commission members at the 2010 farmers' market, for example, helping at the information booth.

Johnson reported that she recently gave a history presentation to the Society of Mayflower Descendants, using Minnetonka as an example of technological advances (railroads, highways, streetcars). She said it worked well for this group of adults, and couple be put in the context of where they live.

Ansolabehere suggest hosting book clubs through eblogs. People who can't attend a book club could do so instead through a blog they can visit on their own time. He asked what would be the best venue for clubs to get noticed by the city – for example a cribbage club that meets weekly at the Gold Nugget. He suggested that the city considering listing all city clubs and organizations on its Web site.

Williamson-Herren asked that the commission remember its discussion about refining criteria for the Reflections Award, and consider that a goal for 2010. She suggested a limerick contest for Kids' Fest.

D. Neighborhood Initiative Update

With the departure of Paul Kobs from the commission, Michael Kelly offered to chair the neighborhood initiative subcommittee. Williamson-Herren suggested moving this committee back into the commission. She suggested setting a goal for the number of activities offered as part of this initiative.

E. Kids' Fest

Commission members discussed various activities for Kids' Fest – Williamson-Herren suggested a limerick contest. Staff will follow up to find a poet who could lead an activity, as well as following up with Hennepin County Library regarding interest in the reading partnership.

F. City sponsorship policy

Larson shared with the commission the sponsorship policy approved by the council earlier this fall, and said she would share further developments with the commission.

G. 2009 Annual Report

The commission reviewed the annual report and suggested three goals for 2010. Staff will complete the report and submit it to council.

H. Upcoming meetings

Commission members received a schedule of meetings and special events for 2010.

3. Adjourn

Ansolabehere moved, Kelly seconded the motion to adjourn. Meeting concluded at 8:10 p.m.

Respectfully submitted,

Jacque Larson
Community Relations Manager

Neighborhood Initiative Program Summary November 2009

Below are highlights of activities the Minnetonka Community Commission has completed over the past several months as part of the Neighborhood Initiative Program.

- Community Commission members met jointly with the Minnetonka City Council April 13, 2009, to hear more about the council's interest in establishing a neighborhood initiative program, headed by the community commission.
- A subcommittee of community commission members was formed to focus on this project. Volunteers included Paul Ansolabahere, David Hakensen, Michael Kelly and Paul Kobs.
- The subcommittee met April 24 and designated chair Paul Kobs. The subcommittee also discussed a variety of ways to determine what neighborhoods are already doing and how the city might help. (minutes attached)
- The commission acted as liaison between the Hennepin County Library and Ridgedale YMCA staff to ensure that reading groups for children, hosted by librarians, were held at Minnetonka Heights apartments to discuss this year's Minnetonka Reads selection, "Home of the Brave." This group then attended the author reading and talk at Ridgedale Library May 4. The commission also worked with the Minnetonka schools to arrange a visit by author Katherine Applegate to Minnetonka Middle School West and Groveland Elementary.
- Michael Kelly asked for a copy of the May 2009 *Minnetonka Memo* article "Building community: tips for communicating with your neighbors." He made color copies of the article and distributed to customers at his Minnetonka store, Great Harvest Bread. (article attached)
- The subcommittee met May 26, 2009, and invited guest Marney Olson, a city of St. Louis Park staff member who handles that city's neighborhood program, to attend the meeting. Olson unfortunately missed the meeting but provided volumes of information on the St. Louis Park program to the commission. The subcommittee discussed having a booth at the Burwell House Ice Cream Social. (minutes attached)
- Paul Kobs staffed the neighborhood initiative program booth at the Burwell House Ice Cream Social from 1 to 4 p.m. Saturday, June 27. Attendees were invited to mark down on a map the location of their neighborhood and to talk with Paul about activities their neighborhood already does together. They also received information about programs offered by the city that could be brought to the neighborhood. (information attached)
- A Zoomerang survey regarding neighborhood activities was sent to 127 Neighborhood Watch captains in mid-May. Later in the month, the survey was opened to the public via the Web site and materials handed out at the Ice Cream Social. The survey received 118 responses. (summary attached)
- Although not planned by the community commission, the city's first-ever farmers' market proved to be an excellent community building event, with neighbors meeting up at the event and community members making it a destination each week.

- At its September 28 meeting, the community commission invited senior center director Steve Pieh and Senior Center Advisory Board members Ron Timm and Lois King in to talk about the senior center's role in the community. (minutes attached)
- At the October 6 Fire Department and City Open House, the community commission both staffed the photo contest people's choice award display, and talked with attendees about the neighborhood initiative. A tri-fold brochure of the same information given out at the ice cream social was available to interested people. (attached)

Future plans for the neighborhood initiative program include the following.

- The information given out at the Ice Cream Social and at Open House will be included as an article in the January 2010 *Minnetonka Memo*.
- Subcommittee chair Paul Kobs has not applied for another term to the commission due to work commitments. Another subcommittee chair for the neighborhood initiative program will be chosen.
- The community commission will analyze the results of the neighborhood survey and determine how to use those results to further the neighborhood initiative program in 2010.
- The farmers' market will continue this year with possible "themes" for each market that will help pull in more people and create a sense of community at the market. In addition, the community commission has discussed having some of its members volunteer at each market in 2010 to meet and greet customers and talk with them about the neighborhood program.

Building neighborhoods block by block

SIXTY PERCENT — THAT'S THE percentage of Minnetonka residents who feel a close connection to their neighborhoods. *

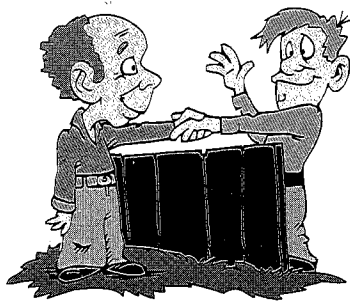
The Minnetonka Community Commission wants to help residents organize to strengthen existing neighborhoods or to build connections where neighborhoods aren't already in place or easily identified.

Organizing is mostly about developing relationships with others in your neighborhood. When deciding the level of organization your neighborhood would like to achieve, ask yourself and others the following questions:

- Do you know how to get in touch with neighbors in case of an emergency?
- Would you like to address some problems in your neighborhood that need to be corrected?
- If your children needed to reach someone nearby for help when you're not home, would they know who to call?
- In case of a neighborhood emergency, would neighbors know how to get in touch with you?
- Could your neighborhood be friendlier?
- Would you enjoy more planned activities in your neighborhood?

Getting organized could be as simple as starting an email distribution list to share information among neighbors, then arranging activities in which neighbors can take part. Here are some activity ideas:

- The city of Minnetonka has a very active Neighborhood Watch organization, with more than 100 Neighborhood Watch captains across the city. Do you have a Neighborhood Watch captain in your neighborhood? If you aren't sure, contact Nicole Nelson, Minnetonka Police Department crime prevention analyst, at (952) 939-8500 or nnelson@eminnetonka.com.
- Learn how you and your family can be better prepared for emergencies and "what-ifs" of all kinds through the city's ReadyMinnetonka program. For more information or to arrange a visit to your neighborhood group by the Minnetonka Fire Department, call (952) 939-8334.



- Do you have a natural resource challenge in your neighborhood that you'd like to tackle, like removing garlic mustard or buckthorn? Contact the city's natural resources division at (952) 988-8400 to find out more about organizing to improve the appearance of your neighborhood. Or, find out where in the city's parks your neighborhood group can volunteer to help out with a natural resources project!
- Adopt a park, trail, park sign or garden plot in 2010 and care for it throughout the year! For parks and trails, call (952) 988-8400; for park signs and garden plots contact Recreation Services at (952) 939-8203.
- Gather a group of your neighbors and attend one of the city's special events, most of which are free! Visit www.eminnetonka.com for information on all of the city's events.
- Organize a Night for Neighbors event in August, along with the rest of the city and the nation. Night for Neighbors takes place annually the first Tuesday evening of August, and is an opportunity for neighbors to get outside and get to know one another in an effort to fight crime. Visit www.eminnetonka.com to learn more and to register your party for a visit by a police, fire or city representative.
- Keep informed about city projects and discussions affecting your neighborhood by signing up for MyMinnetonka. You choose the projects and information you want to receive, and MyMinnetonka will send you automatic updates each time new information is posted on the city Web site.
- Or keep up to date on city news via Twitter — follow the city @MinnetonkaMN!

Watch future editions of the *Minnetonka Memo*, and the city Web site for more information about building your neighborhood! Questions? Contact Jacque Larson, city of Minnetonka community relations

manager, at jl Larson@eminnetonka.com or (952) 939-8207. ∞

* According to data collected in the 2009 residential survey.

2010 U.S. Census starts in March

IN MARCH, UNITED STATES CENSUS FORMS will be delivered to every residence in the United States and Puerto Rico. The U.S. Census counts every resident in the United States, and is required by the Constitution to take place every ten years. The 2010 Census is important because it will help determine the number of seats each state, including Minnesota, has in the U.S. House of Representatives, as well as informing planning and funding decisions for federal tax dollars.

This year's census will be one of the shortest and simplest ever, requiring less personal information

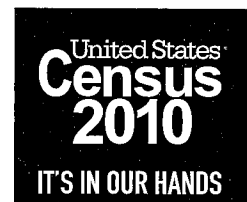
than a typical credit card application. For example, the 2010 Census does not ask about bank account information, salary or income, citizenship or immigration status, and the census will never ask you for your Social Security number.

Instead, the 2010 Census has ten basic questions including name, sex, age and date of birth, Hispanic origin, race, household relationship, and if you own or rent your home. If you are concerned about sharing your personal information, remember, census information is protected by law, and the census cannot share your personal information with anyone — including other federal agencies and law enforcement.

When you receive your census form, answer the ten short questions, then mail the form back in the postage-paid envelope provided. Households that do not return a form may receive a visit from a census taker, who will ask the questions from the form. Most people return their census forms via mail, which is the preferred method, and also helps save tax dollars.

If you're wondering why you can't fill out your census form online, the U.S. Census researched an Internet option for 2010 and found that it didn't provide enough protection for individual responses, didn't increase the percentage of people who responded, and didn't save money — so it is not an option in 2010. However, the U.S. Census is designing an Internet response option for the 2020 Census.

For more information about the U.S. Census, visit www.census.gov. ∞



2009 Annual Report Community Commission

Mission

The community commission was established by the Minnetonka City Council with the primary responsibility of fostering partnerships that encourage community engagement.

Membership

To the extent possible, the commission is to include representatives of local school districts, the business community, youth (under 18), community and faith organizations, the rental community, and ethnic/immigrant populations. Each member will serve a two-year term.

2009 Attendance Schedule

Member	Jan	KF (no mtg) Feb	Mar	Apr mtg w/cc	April reg- mtg	May	SF/ ICS (no mtg) June	July	Aug	Sept	OH (no mtg) Oct	Nov	%Meetings attended
Ansolabehere	-	-	-	Y	Y	Y	E	CANCELLED	E	CANCELLED	E	Y	57%
Hakensen	Y	Y	Y	Y	Y	Y	E		Y		Y	90%	
Jimenez	Y	E	U	E	E	Y	E		Y		E	30%	
Johnson	E	Y	Y	Y	Y	Y	E		Y		Y	80%	
Kelly	Y	E	Y	Y	Y	E	E		Y		Y	70%	
Kobs	E	E	Y	Y	Y	Y	Y		E		E	60%	
Komarek	-	-	-	-	-	-	-		-		E	0%	
Stotts Gorans	E	E	U	R	-	-	-		-		-	0%	
Thyren	E	E	E	Y	Y	E	E		E		U	20%	
VanHorne	E	Y	E	U	U	U	R		-		-	14%	
Westmoreland	E	Y	Y	E	Y	E	E		E		E	40%	
Wieden	E	Y	E	U	Y	U	R		-		-	29%	
Williamson- Herren	Y	Y	Y	Y	Y	Y	E		E		Y	70%	

Y = Present; E = Excused; U = Unexcused; T = Term Expired; R = Resigned

Highlights of the Past Year

- In cooperation with Hennepin County Library, the commission hosted a community reading initiative around the book "Home of the Brave," to bring to the forefront issues of how immigrants experience American culture. This effort included: development of a logo for the reading initiative; hosting of three community book clubs; liaison work with Minnetonka Heights to set up an on-site book club there for residents; and bringing author Katherine Applegate to the Ridgedale Library for a presentation and book signing and for two school visits during the day.
- In April, the commission met jointly with the Minnetonka City Council to report on past accomplishments, and to discuss Mayor Terry Schneider's idea for a neighborhood organizing initiative.

- Commission members hosted a booth at the 2009 ice cream social to talk with visitors about the neighborhood initiative program; and also conducted a Zoomerang survey regarding neighborhoods that was sent to all the neighborhood watch block captains and offered to the public at large.
- Commission members hosted the 2009 Minnetonka photo contest display and information about the community commission at the October Fire Department and City-Wide Open House; and judged and awarded prizes in the photo contest. Also, members gave out information about building community in neighborhoods and talked with attendees about the neighborhood initiative program.
- The commission conducted a survey of Minnetonka churches and synagogues to determine what type of community outreach they are involved in, resulting in 14 responses.
- The commission heard a presentation at the Sept. 28 meeting from Senior Center Director Steve Pieh and Senior Center Advisory Board president Ron Timm and past president Lois King to talk about intergenerational activities taking place at the senior center.
- In November, two commission members – Eduardo Jimenez and Paul Kobs – whose terms expired in January 2010 indicated they would not be requesting re-appointment to the commission due to work or personal commitments. Three others – Paul Ansolabehere, Betty Johnson and Michael Kelly – requested re-appointment. The commission also welcomed new member Marli Komarek, who joined in November, and looks forward to the city council appointing additional new members to the commission in February 2010.

Goals

The commission's goals for 2010 are to:

1. Continue to work on the Neighborhood Initiative Program.
2. Revise criteria for the Reflections Award and for the Community Action Recognition Award, and encourage more participation in these awards programs.
3. Maintain a presence by the Minnetonka Community Commission at various city events, including the Farmers' Market and Fire Department and City Open House.

Reflections Award History

2009

Winner

- Jerry Greene, Evergreene Jewelers
Nominated by Judy Elling, executive director, ResourceWest

Honorable Mention

- Deanne Roberg, Deanne's Dance Studio
Nominated by Steven Jahns

2007

Co-Winners

- David Hakensen and Katie Lee, City of Minnetonka 50th anniversary
Nominated by Karen Anderson

Honorable Mentions

- Rev. Jim Cook and the Congregation of St. David's Episcopal Church
Nominated by Shirley Buehler, ICA
- Jim Hengel, ICA
Nominated by Annette Poeschel, ICA
- Mary Molzahn, We Can Ride, Inc.
Nominated by Kate Tricker, We Can Ride, Inc.
- Mid-Country Bank/Jillian Botz
Nominated by Heidi Kluzak, Groveland Character Counts
- Barbara Steiner
Nominated by Jane Telleen
- Paul Thyren, TreeHouse
Nominated by Michelle Grant, TreeHouse

2005

Co-Winners

- Michael Kelly and Ruth Kloser, Great Harvest Bread, Minnetonka
Nominated by Barb Westmoreland, Hopkins Schools
- Kari Hoyt, We Can Ride Inc.
Nominated by Katie Carter, We Can Ride, Inc.

Honorable Mentions

- Terri Bonoff, Hopkins Schools
Nominated by Ron Chall, Hopkins High School

- Julie Woolfrey, Hopkins Education Foundation
Nominated by Cynthia Jurgenson, Hopkins Education Foundation
- Kris Newcomer, Hopkins Education Foundation
Nominated by Cynthia Jurgenson, Hopkins Education Foundation
- Mark Johnson, Cub Foods
Nominated by Annette M. Poeschel, ICA
- Rivel Greenberg, Walker Art Center
Nominated by Lara Roy, Walker Art Center
- Dagmer Locke and Jean McSwiggen, Over 50 and Fit
Nominated by Jayna Locke
- Lynda Summerville, Children's Hospital and Clinics
Nominated by Sandy Bergeron, Children's Hospital and Clinics
- Hugh Kurtzman, Minnetonka Y's Men Service Club
Nominated by Skip Fay, Minnetonka Y's Men Service Club

2003

Co-Winners

- Glen Lake Optimists
Nominated by Barb Westmoreland, Sharon MacDonald, Donna Moore
- John Kokesh
Nominated by Pat Strandberg and Shirley Buehler

Honorable Mentions

- Michael Kelly and Ruth Kloser, Great Harvest Bread, Minnetonka
Nominated by Jeanne Straus
- District 276 Referendum Supporters
Nominated by Groveland Elementary School staff
- Hugh Kurtzman
Nominated by Mary Anderson and Chris Eilers
- Richard and Beverly Lindeman
Nominated by Lisa McFerrin, Judy French and Tom Bezek
- Minnetonka Heights Outreach Program
Nominated by Kim Erickson Heiar
- Ann Osborne
Nominated by Jeanne Straus
- Laura Ronbeck and Kathy Magrew (Minnetonka city staff)
Nominated by Jeanne Straus
- Tonka Rake-A-Thon
Nominated by Jan Gray
- Holly Raby

Nominated by Dan Kuzlik

- Robert Walker
Nominated by Peter St. Peter and Joy Svoboda

2001

Winner

- Jon Tollefson

1999

Co-Winners

- Jane Christensen
Nominated by Julie Rochat, Linda Moraal, Donna Montgomery
- Nancy Scheibe
Nominated by Ken and Missy Tauer, Karen Walburg

Honorable Mention

- Gary and Patti Cayo
Nominated by Fred Reuning and David Kordonowy
- Great Harvest Bread, Minnetonka
Nominated by Denise Werden and Niki Danou
- Barbara Hladky
Nominated by Pastor David Buuck and Lucille Renneke
- Hopkins-Minnetonka Rotary
Nominated by Lisa McFerrin, Thelma Fricke
- Lear Roemhildt
Nominated by Kay Turner, Bill Sorteberg, John Flood
- Sue Scribner
Nominated by LuAnn Toliver, Bev Montgomery

1997

Co-Winners

- Dr. Ron Axel
- Leo and Bev Gibbs
- Roger Hoel
- Ruthanne Schlee

Honorable Mention

- Ty Abel
- Michael Bauer

- Bud Boberg
- Jeff Farni
- Bill and Nita Jacobs
- Ken Johnson
- Tom Koski
- Helen Loing
- Our Community, Our Youth program

Recognizing outstanding contributions to our community

THE CITY OF MINNETONKA IS PROUD of its biennial “Minnetonka Reflections” Award program. Named for the Community Center sculpture by Gloria Tew, this award program provides an excellent opportunity to recognize individuals, businesses and programs whose outstanding contributions reflect positively on Minnetonka.

Who can nominate?

Anyone can submit a nomination for this award program.

Who can be nominated?

- **Individuals** from youth to senior citizen. Nominated individuals who are not residents of Minnetonka must have made contributions that positively benefited Minnetonka.
- **Businesses** operating within Minnetonka.
- **Programs** operated within Minnetonka.

Elected officials currently serving on the Minnetonka City Council, past award recipients and current members of the award selection committee are not eligible for recognition.

What activities will be recognized?

- Activities benefiting Minnetonka or Minnetonka residents.
- Activities benefiting those outside of Minnetonka, but that are done by Minnetonka residents, businesses or programs.

The following categories provide examples of past activities recognized for the award.

- **Volunteerism** — Individual volunteer activities as well as those done as part of an organized group.
- **Metropolitan Citizenship** — Activities that have had a positive effect on Hennepin County, the Twin Cities metropolitan area or the State of Minnesota.
- **Community Building** — Activities that create a feeling of community spirit and positively reinforce the excellent qualities of our city.
- **Long-Term Achievement** — Activities performed by “unsung heroes.” These are people who have served their community for several years or in diverse projects. The purpose of this category is to recognize the breadth of the nominee’s involvement, not just a measure of time.

How do I submit a nomination?

Complete the application provided on the back of this brochure. **Be sure to provide the requested attachments.**

Where should nominations be submitted and what is the deadline?

Applications should be directed to:

City of Minnetonka
Attention: Reflections Awards
14600 Minnetonka Boulevard
Minnetonka, MN 55345

Awards will be made in January of each odd-numbered year. To be considered, applications must be received by the preceding November 15.

What is the process for selecting the award winners?

When the applications are received, the selection committee will contact the nominees to request biographical information and to advise them that an application has been received. The committee will review the applications to determine which nominations will receive an award. The recognition will take place at the last official Minnetonka City Council meeting in January.

Where can I get more information?

Call the city at (952) 939-8200.

You know the people, businesses and programs that consistently work to make Minnetonka the great community that it is. Help us find them so others may appreciate the major contributions they make.

Application for Minnetonka Reflections Award

Nominee

*Information about the business, person
or program being nominated.*

Name: _____

Address: _____

City: _____

Zip Code: _____

Telephone number: _____

If nominee is a business or program,
please provide the name of a contact
person: _____

Nominator

*Information about the person submitting
the nomination.*

Name: _____

Address: _____

City: _____

Zip Code: _____

Telephone number: _____

If nominator is a business or program,
please provide the name of a contact
person:

Describe how nominator knows nominee:

[Please see required attachments on back page.](#)

Required Attachments

Nominated Activity

Provide a detailed description of the activity for which the nomination is being made. The activity must have occurred within the past four years (unless the award is for long-term achievement). Include information about how long the nominee has participated in the activity. If applicable, provide the name of the project or organization associated with the nominated activity. You may also describe the outstanding qualifications of the nominee.

Supporting Endorsement

Attach a letter from at least one other individual supporting the nomination for the award. Be sure to provide the name and phone number of the person submitting the endorsement.

Other Awards and Information

List any other awards the nominee has received. In addition, nominators may submit any other information they believe would help the selection committee during its review of the application.



Reflections
Award Program