



CITY COUNCIL REGULAR MEETING AGENDA  
TUESDAY SEPTEMBER 17, 2019  
**MEETING TIME: 6:30 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. \*\*\*\*Consent Agenda\*\*\*\*  
All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.
  - a. Approval of City Council Minutes from the September 3, 2019 Regular City Council Meeting.
  - b. Approval of Accounts Payable; Checks Numbered 19095-19131.
  - c. Approval of Mayor's attendance at the National League of Cities Conference in San Antonio Nov. 19-22.
5. Set Agenda – Anyone Not on the Agenda can be Placed Under Open/Misc.
6. Reports of Boards and Committees by Council and Staff.
7. Resident Director Gary Kroells, West Hennepin Public Safety:
  - a. Activity Report for the Month of August 2019.
8. Consider Approval of the 2020 Preliminary Budget and Tax Levy:
  - a. **RESOLUTION NO. 19-0917-01** – Establishing the General and Debt Service Preliminary Tax Levy.
  - b. **RESOLUTION NO. 19-0917-02** – Establishing the Pioneer Sarah Creek Watershed Management Commission Preliminary Tax Levy.
9. Approval to Change the Date of the November 5<sup>th</sup> City Council Meeting Due to the Election.
10. Open/Misc.
11. Adjourn.

MINUTES OF A REGULAR MEETING OF THE  
INDEPENDENCE CITY COUNCIL  
TUESDAY, AUGUST 20, 2019 –6:30 P.M.

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 6:30 p.m.

3. ROLL CALL

PRESENT: Mayor Johnson, Councilors Spencer, McCoy and Grotting

ABSENT: City Attorney Vose, Councilor Betts

STAFF: City Administrative Assistant Horner, City Administrator Kaltsas

VISITORS: Scott Ficek, Anita Volkenant, Laura Dwyer, Corey Oeffling, Tyler Stephenson, Curtis Marks, Michael Sharray, Nate Sleck

4. \*\*\*\*Consent Agenda\*\*\*\*

All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- a. Approval of City Council Minutes from the August 20, 2019 Regular City Council Meeting.
- b. Approval of Accounts Payable; Checks Numbered 19074-19094.

**Motion by Betts, second by McCoy to approve the Consent Agenda. Ayes: Johnson, McCoy, Betts, Grotting and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.**

5. SET AGENDA – ANYONE NOT ON THE AGENDA CAN BE PLACED UNDER OPEN/MISC.

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

**Spencer attended the following meetings:**

- Planning Commission Meeting

**Grotting attended the following meetings:**

- Planning Commission Meeting
- Lunch with Congressman Dean Phillips

**McCoy attended the following meetings:**

- None

**Betts attended the following meetings:**

- None

**Johnson attended the following meetings:**

- Planning Commission Meeting

- Mound School Reunion
- Community Action Partnership Board Meeting
- Green Step Program League of Minnesota Cities Meeting
- Halleberg hosted Don Connelley former resident
- Haven Home Advisory Committee meeting
- Kevin Frazell retirement party from the League of Minnesota Cities
- Community Garden annual dinner for Community Education
- Haven Homes ground breaking program

**Horner attended the following meetings:**

- Planning Commission Meeting
- Election Training at Hennepin County

**Kaltsas attended the following meetings:**

7. Jim Ziebell of 6014 Drake Drive would like to address the City Council to discuss a drainage issue relating to his property.

- Jim Ziebell did not show up for the meeting.

8. Resident Director Gary Kroells, West Hennepin Public Safety:

a. Activity Report for the Month of July 2019.

**\*\*For a full report see the City Council packet\*\***

Kroells stated the department handled 3,894 total incident complaints in the month of July. 360 incidents occurred in Independence and 207 incidents occurred in Maple Plain.

9. George and Linda Betts (Applicants/Owners) request that the City consider the following actions for the properties identified by (PID No.s 14-118-24-34-0003 and 14-118-24-34-0007) and located at 6050 Pagenkopf Road and 2465 Becker Road in Independence, MN:

- RESOLUTION NO. 19-0903-01** – granting approval of a minor subdivision to allow a lot line rearrangement to adjust the east west property line separating the properties to the north.
- RESOLUTION NO. 19-0903-02** – granting approval of a conditional use permit to allow the existing detached structure to be used as an accessory dwelling unit on the 6050 Pagenkopf Road property.

Kaltsas stated the City allows accessory dwelling units as a conditional use in both Rural Residential and Agriculture zoning districts. The intent of the ordinance was to allow for “mother-in-law” type units to be located within the principle structure or within a detached accessory building. The applicants have two properties with a residential structure located on each property. The applicants have historically used the residential structure located on the 2465 Becker Road property as a “mother-in-law” unit. It is apparent that the structure was constructed as a secondary dwelling due to the location of the structure, the lack of an independent access, the subordinate size of the second structure and the proximity of the structure to the principle residence on 6050 Pagenkopf Road. The applicants would like to adjust the east/west property line

separating the two properties to the north to capture the secondary residential structure as an accessory dwelling unit on the 6050 Pagenkopf Road property. This lot line rearrangement would allow the 2465 Becker Road property to be developed with a new principle residential structure. The existing accessory dwelling unit is comprised of two bedrooms, a bathroom, a kitchen, dining and family room area. In order to allow an accessory dwelling unit, the applicant will need to demonstrate that they meet all applicable criteria for granting a conditional use permit.

The City has criteria broadly relating to Conditional Use Permits and then more focused criteria relating specifically to accessory dwelling units. An accessory dwelling unit must meet the following criteria:

Subd. 2. "Accessory Dwelling Unit." A secondary dwelling unit that is:

- (a) Physically attached to or within a single-family dwelling unit or within a detached accessory building that has a principal structure on the parcel; and the applicant is proposing to utilize the existing detached accessory dwelling unit.
- (b) Subordinate in size to the single-family dwelling unit; and the proposed accessory dwelling unit would be subordinate in size to the single-family dwelling unit.
- (c) Fully separated from the single-family dwelling unit by means of a wall or floor, with or without a door; and the proposed accessory dwelling unit would be separated from the single-family home.
- (d) Architecturally compatible with the principal structure (using materials, finishes, style and colors similar to the principal structure); and the proposed accessory structure is existing and somewhat architecturally similar to the principal structure. The structure has siding and architectural features that complement the principle home on the property.
- (e) The lesser of 33% of the above ground living area of the principal structure or 1,200 square feet, and no less than 400 square feet; and the principal structure has 3,306 square feet of above ground space not including the basement. 33% of 3,306 square feet equals 1,091 square feet. The applicant is proposing to include the existing detached accessory structure which is a total of 1,100 square feet. The proposed square footage would be close (would round up 9 SF) to equal to the permitted maximum number of square feet.
- (f) Not in excess of the maximum square footage for accessory structures as permitted in this code; and the maximum accessory structure size for properties zoned RR-Rural Residential is 2% of the buildable (upland) lot area. In the after condition, the subject property would be 2.98 acres. This would allow a total of 2,596 SF of accessory structures to be constructed on the property. There are two existing detached accessory structures comprised of 830 SF and 200 SF which total 1,030 SF. With the additional 1,100 SF of the existing accessory dwelling unit added to the total square footage (2,130), the subject property would comply with applicable standards.
- (g) Has permanent provisions for cooking, living and sanitation; and the existing accessory dwelling unit has permanent provisions for cooking; living and sanitation.
- (h) Has no more than 2 bedrooms; and The existing accessory dwelling unit has two bedrooms.
- (i) Limited to relatives of the homesteaded owner occupants or the homesteaded owners of the principal structure. The total number of individuals that reside in both the principal dwelling

unit and accessory dwelling unit may not exceed the number that is allowed by the building code; and the applicant is proposing that the accessory dwelling unit be occupied solely by family members.

(j) Uses the existing on-site septic system or an approved holding tank; and the existing detached accessory dwelling unit on the 2465 Becker Road property has an existing on-site septic system that is in working condition. The applicant is asking the City to consider allowing the existing detached accessory unit to continue to utilize the existing system rather than connecting to the septic system serving the principle residence. The City can condition approval of the CUP on this condition. If considered by the City, it is recommended that the condition stipulate that the accessory dwelling unit be connected to the principle system upon sale or transfer of the property.

(k) Respectful of the future subdivision of the property and the primary and secondary septic sites. The City may require a sketch of the proposed future subdivision of a property; and the subject property cannot be further subdivided and the location of the existing accessory dwelling unit to the north of the existing home would not impede the ability to subdivide the property or locate a secondary septic site if standards were changed in the future.

(l) In compliance with the adopted building code relating to all aspects of the dwelling unit. The existing detached accessory dwelling unit meets all applicable building codes.

On lots less than 2.5 acres, the accessory dwelling unit must be attached to the principal dwelling a unit or located/constructed within an existing detached accessory structure that meets all criteria of this section. The existing on-site septic system will be required to be inspected by the City to ensure compliance with all applicable standards. Any system that does not meet all applicable standards shall be brought into compliance as a part of the approval of the accessory dwelling unit.

The existing detached accessory dwelling unit has historically been used as an “mother-in-law” unit of the principle residence located on 6050 Pagenkopf Road. The historic use of the property and the relationship of the existing accessory dwelling unit to the principle structure would not change if the property line was adjusted to the north. The remaining property located at 2465 Becker Road would be required to meet all applicable standards. A primary and secondary septic system will be required to be verified on the 2465 Becker Road property in the after condition.

2465 Pagenkopf Road

Minimum Lot Size Required: 2.5 acres

Minimum Lot Size Proposed: 3.13 acres

Road Frontage Required: 200 LF

Road Frontage Proposed: 341 LF

The 6050 Pagenkopf Road property will need to comply with applicable standards in the after condition. The applicant is proposing to adjust the north property line so that the existing accessory dwelling unit meets the applicable side yard setback of 15 feet (proposed 32.5 feet). The existing residential structure and the detached accessory dwelling unit do not currently meet the requisite rear yard setback standard of 40 feet. As such, they are considered legal non-conforming structures (front yard for both properties is considered Becker Road). As proposed, the existing detached accessory dwelling unit appears to meet all applicable criteria established in the zoning ordinance with the exception of using the septic system for the

principle structure and meeting the rear yard setback (existing condition). The 6050 Pagenkopf Road property has the capacity to accommodate the additional detached accessory structure square footage. In addition to the requirements for allowing an accessory dwelling unit, the City has additional criteria which need to be considered for granting a conditional use permit.

The criteria for granting a conditional use permit are clearly delineated in the City's Zoning Ordinance (Section 520.11 subd. 1, a-i) as follows:

1. The conditional use will not adversely affect the health, safety, morals and general welfare of occupants of surrounding lands.
2. The proposed use will not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity for the proposes already permitted or on the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
3. Existing roads and proposed access roads will be adequate to accommodate anticipated traffic.
4. Sufficient off-street parking and loading space will be provided to serve the proposed use.
5. The proposed conditional use can be adequately serviced by public utilities or on-site sewage treatment, and sufficient area of suitable soils for on-site sewage treatment is available to protect the city form pollution hazards.
6. The proposal includes adequate provision for protection of natural drainage systems, natural topography, tree growth, water courses, wetlands, historic sites and similar ecological and environmental features.
7. The proposal includes adequate measures to prevent or control offensive odor, fumes, dust, noise, or vibration so that none of these will constitute a nuisance.
8. The proposed condition use is consistent with the comprehensive plan of the City of Independence.
9. The proposed use will not stimulate growth incompatible with prevailing density standards.

Consideration for Consideration for the proposed conditional use permit should weigh the impact of moving the lot line to allow the existing accessory dwelling unit to be located on the 6050 Pagenkopf Road property. The historic use of both properties will essentially remain the same in the after condition. The applicant has used the detached accessory dwelling unit as a "mother-in-law" apartment since it was originally constructed. The Becker Road property will become an available buildable lot. The location of the existing accessory dwelling unit and its compliance with most applicable standards would allow the City to consider approval of the conditional use permit. The proposed minor subdivision to allow a lot line rearrangement can only be considered at this time if the City recommends approval of the conditional use permit for the detached accessory dwelling unit. The City will need to find that the accessory dwelling unit meets the requirements and criteria for granting a conditional use permit. The following conditions should be considered for inclusion if approved by the City: The 6050 Pagenkopf Road property has a fully compliant septic system. The applicant will need to provide verification that the 2465 Becker Road property can accommodate a primary and secondary septic system. Upon the sale or transfer in title or ownership of the 6050 Pagenkopf Road property, the existing detached accessory dwelling unit shall be connected to the principle residence septic system. The applicant is proposing to dedicate the requisite drainage and utility easements to the City for both properties. The City will require that the applicant deed the easements to the City.

The proposed accessory structure cannot be expanded or enlarged without the review and approval of the City. Any expansion will require an amendment to the conditional use permit and possibly a variance following all applicable procedures. The Planning Commission recommended approval of the requested conditional use permit and minor subdivision with the following findings and conditions:

- A. The proposed conditional use permit and minor subdivision request meets all applicable conditions and restrictions stated in Chapter V, Section 500, Subdivisions and Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.
- B. The conditional use permit will be issued subject to the following Conditions:
  - 1. The existing accessory structure cannot be expanded or enlarged without the review and approval of the City. Any expansion will require an amendment to the conditional use permit and possibly a variance following all applicable procedures.
  - 2. Upon the sale or transfer in title or ownership of the 6050 Pagenkopf Road property, the existing detached accessory dwelling unit shall be connected to the principle residence septic system.
- C. Prior to the City Council placing the Conditional Use Permit into effect, the applicant shall provide the City with the following items:

The Applicant will need to provide verification that the 2465 Becker Road property can accommodate a primary and secondary septic system. The Applicant shall provide, execute and record the requisite drainage and utility easement with the county within six (6) months of approval. The Applicant shall pay for all costs associated with the City's review of the requested conditional use permit and minor subdivision.

- D. The Applicant shall record the subdivision and City Council Resolution with the county within six (6) months of approval.

Betts recused herself from this action. Grotting asked if this was a structure that was grandfathered in at one time. Kaltsas said this was considered a principal structure as it is on a separate property owned by the applicant but it has always been used as an accessory-type home. Grotting asked if someone could do this currently and Kaltsas said that it was allowed with ADU ordinance. Johnson asked what guarantee the City had that these buildings would only be used as for relatives, etc. Kaltsas said it would need a CUP and those are reviewed annually.

**Motion by McCoy, second by Spencer to approve RESOLUTION NO. 19-0903-01 – granting approval of a minor subdivision to allow a lot line rearrangement to adjust the east west property line separating the properties to the north and RESOLUTION NO. 19-0903-02 – granting approval of a conditional use permit to allow the existing detached structure to be used as an accessory dwelling unit on 6050 Pagenkopf Road for the properties identified by (PID No.s 14-118-24-34-0003 and 14-118-24-34-0007) and located at 6050 Pagenkopf Road and 2465 Becker Road in Independence, MN. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.**

- 10. Laura Dwyer (Applicant/Owner) requests that the City consider the following action for the properties located at 5215 and 5175 Sunset La. (PID No. 01-118-24-31-0002 and 01-118-24-42-0028) in Independence, MN:

- a. **RESOLUTION NO. 19-0903-03** – granting approval of a minor subdivision to consider a lot line rearrangement for the properties located 5215 and 5175 Sunset Ln. The lot line rearrangement would allow for a portion of the property currently attached to 5175 Sunset Ln. to be combined with 5215 Sunset Ln.

Kaltsas said the applicant is seeking a minor subdivision to allow a lot line rearrangement that would allow the property located at 5215 Sunset Lane to capture a “strip” of land directly adjacent and currently belonging to the property located at 5175 Sunset Lane. The 30-foot-wide piece of property appears to have been attached to the 5175 Sunset property to provide access to the western portion of the property along the lakeshore. There is an existing low area between the house on 5175 Sunset Lane and the lake frontage which can restrict access to the shoreline in wet years. The subject 30 foot wide strip of land has historically been maintained by the owners of 5215 Sunset Lane. The two property owners have worked out an agreement that would allow the property to be combined with 5215 Sunset Lane. In exchange for the sale of the property, the owners of 5215 Sunset Lane would grant an access easement back to the owners of 5175 Sunset Lane.

5215 Sunset Lane is considered a legal non-conforming lot by the City. The minimum lot size for sewered properties located in the Shoreland Overlay district is one acre. In addition, the property located at 5215 Sunset Lane received a side yard and front yard setback variance in 2017 to allow the expansion of the existing home. Should the City approve the minor subdivision, the existing home would come into conformance with the requisite side yard setback. The 5175 Sunset Lane property is a legal property.

1. The lot line rearrangement does not appear to impact either property or create any additional non-conformities.
2. The side yard setback of the existing home on the 5215 Sunset Lane property would be conforming in the after condition.
3. Both properties are connected to City sewer.
4. The minor subdivision would clean up both properties and align with the historical use and maintenance of the properties.

#### Neighbor Comments:

The City has not received any written comments pertaining to the request for a lot line rearrangement and no comments were made at the Planning Commission Public Hearing.

#### Planning Commission Discussion:

Planning Commissioners reviewed the requested application and asked questions of staff and the applicant. Planning Commissioner’s clarified that the applicant was maintaining an access easement across the property and that it would run in perpetuity with the land. The Planning Commission ultimately found that the criteria for approving a minor subdivision have been satisfied by the applicant and recommended approval to the City Council.

#### Recommendation:

The Planning Commission recommended approval of the requested minor subdivision to allow a lot line rearrangement with the following findings and conditions:



1. The proposed minor subdivision to allow a lot line rearrangement request meets all applicable conditions and restrictions stated Chapter V, Sections 500 and 510, Planning and Land Use Regulations and Zoning, in the City of Independence Zoning Ordinance.
2. The Applicant shall pay for all costs associated with the City's review of the requested minor subdivision.
3. The Applicant shall record the subdivision and City Council Resolution with the county within six (6) months of approval.

**Motion by Spencer, second by Betts to approve RESOLUTION NO. 19-0903-03 – granting approval of a minor subdivision to consider a lot line rearrangement for the properties located 5215 and 5175 Sunset Ln. The lot line rearrangement would allow for a portion of the property currently attached to 5175 Sunset Ln. to be combined with 5215 Sunset Ln (PID No. 01-118-24-31-0002 and 01-118-24-42-0028) in Independence, MN: Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.**

11. Sharratt Design & Company (Applicant) and Curt Marks (Owner) request that the City consider the following action for the property identified by (PID No. 28-118-24-14-0006) and located at 7220 Turner in Independence, MN:
  - a. **RESOLUTION NO. 19-0903-04** - granting approval of a conditional use permit and variance to allow an accessory dwelling, an accessory structure larger than 5,000 SF and taller than the principal structure.

Kaltsas said the property owner currently has an existing home with large barn and indoor riding arena on the subject property. The City granted a conditional use permit in 2018 to allow use of the property for a commercial riding stable. The property owner is now interested in constructing a new detached accessory structure on the property that is larger than 5,000 SF, is taller than the principle residence and houses an accessory dwelling unit. The owner would like to construct a new detached accessory structure for personal use as a multipurpose recreation building. The proposed building would be a multi-story building comprised of approximately 6,000 SF on the first floor and 3,000 SF on the second floor. The building would have a garage, game room, accessory dwelling unit, office, kitchen and other similar and associated recreation space.

All accessory structures greater than 5,000 SF require a conditional use permit. In addition to the limitation on building size, the City regulates the maximum height of detached accessory structures. The maximum height of a detached accessory structure shall not exceed the height of the principle structure. The height of an accessory structure shall not exceed the height of the principle structure. The height of the principle and accessory structure shall be measured in accordance with the definition provided in this ordinance, Section 510.05, Subdivision 10.

The existing home on the property is one story home with a mean height of 24 feet (total height of 28). The applicant would like the City to permit the detached accessory building to have a mean height of 28 feet (total height of 36 feet). In order for the applicant to construct a building higher than that which is permitted, the City will need to consider granting a 4-foot variance.

520.21. Standards for granting variances. Subdivision 1. The City Council may grant a variance from the terms of this zoning code, including restrictions placed on nonconformities, in cases where: 1) the variance is in harmony with the general purposes and intent of this zoning code; 2) the variance is consistent with

the comprehensive plan; and 3) the applicant establishes that there are practical difficulties in complying with the zoning code (Amended, Ord. 2011-08)

Subd. 2. An applicant for a variance must demonstrate that there are practical difficulties in complying with the zoning code. For such purposes, “practical difficulties” means:

- (a) The property owner proposes to use the property in a reasonable manner not permitted by the zoning code;
- (b) the plight of the property owner is due to circumstances unique to the property not created by the landowner;
- (c) the variance, if granted, will not alter the essential character of the locality.

Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. (Amended, Ord. 2011-08)

Subd. 3. The City Council shall not grant a variance to permit a use that is not allowed under the zoning code based on the zoning classification of the affected property. (Amended, Ord. 2011-08)

520.23. Conditions and restrictions. The board of adjustments may recommend and the City Council may impose conditions on a variance. Conditions must be directly related to and must bear a rough proportionality to the impact created by the variance. (Amended, Ord. 2011-08)

Consideration of the criteria for granting a variance:

- a. The applicant is proposing to use the property in a manner consistent with the Agriculture Zoning District. The City is currently working on revising the ordinance to provide a method for permitting detached accessory structures that exceed the height of the home.
- b. The effect of the requested variance will be somewhat mitigated as a result of the size of the property as well as its relationship to surrounding properties.
- c. The character of the surrounding area is agriculture. The proposed detached accessory building is generally in keeping with the City’s comprehensive plan.

The applicant would also like to utilize a portion of the detached accessory structure for an accessory dwelling unit. The City allows accessory dwelling units as a conditional use in the Agriculture zoning district. The intent of the ordinance was to allow for “mother-in-law” type units to be located within the principle structure or within a detached accessory building.

In order to allow an accessory dwelling unit, the property owner will need to demonstrate that they meet all applicable criteria for granting a conditional use permit. The City has criteria broadly relating to Conditional Use Permits and then more focused criteria relating specifically to accessory dwelling units.

An accessory dwelling unit must meet the following criteria:

Subd. 2. "Accessory Dwelling Unit." A secondary dwelling unit that is:

- (a) Physically attached to or within a single-family dwelling unit or within a detached accessory building that has a principal structure on the parcel; and the applicant is proposing to locate an accessory dwelling unit within the proposed detached accessory building.

(b) Subordinate in size to the single-family dwelling unit; and the proposed accessory dwelling unit would be subordinate in size to the single-family dwelling unit as only a portion of the proposed detached accessory building would be used as an accessory dwelling unit.

(c) Fully separated from the single-family dwelling unit by means of a wall or floor, with or without a door; and The proposed accessory dwelling unit would be separated from the single-family home.

(d) Architecturally compatible with the principal structure (using materials, finishes, style and colors similar to the principal structure); and the proposed accessory structure would have an architectural character that is consistent with the agricultural use of the property.

(e) The lesser of 33% of the above ground living area of the principal structure or 1,200 square feet, and no less than 400 square feet; and the principal structure has approximately 4,500 square feet of above ground space not including the basement or garage. 33% of 4,500 square feet equals 1,485 square feet. The applicant is proposing to construct approximately 1,150 square feet of accessory dwelling unit. The proposed layout of the bedrooms, bathroom and kitchen is somewhat unique due to the multi-purpose use of the detached accessory structure. The City will need to consider the proposed layout and determine if it meets the intent of the accessory dwelling unit ordinance. Historically, the City looked to establish a clear separation or distinction between the ADU and the remaining finished or unfinished space in the detached accessory structure.

(f) Not in excess of the maximum square footage for accessory structures as permitted in this code; and there is no maximum accessory structure size for properties zoned AG-Agriculture and larger than 10 acres in overall size.

(g) Has permanent provisions for cooking, living and sanitation; and the proposed accessory dwelling unit has permanent provisions for cooking; living and sanitation.

(h) Has no more than 2 bedrooms; and the proposed accessory dwelling unit has one bedroom.

(i) Limited to relatives of the homesteaded owner occupants or the homesteaded owners of the principal structure. The total number of individuals that reside in both the principal dwelling unit and accessory dwelling unit may not exceed the number that is allowed by the building code; and The applicant is proposing that the accessory dwelling unit be occupied solely by family members.

(j) Uses the existing on-site septic system or an approved holding tank; and the applicant will likely need to increase the size of the existing on site-septic system to accommodate the additional bedroom. The City will need to evaluate the proposed structure in more detail should the City grant approval of the ADU.

(k) Respectful of the future subdivision of the property and the primary and secondary septic sites. The City may require a sketch of the proposed future subdivision of a property; and the subject property cannot be further subdivided at this time due to the zoning and permitted land use.

(l) In compliance with the adopted building code relating to all aspects of the dwelling unit. The proposed detached accessory dwelling unit will need to meet all applicable building codes. On lots less than 2.5 acres, the accessory dwelling unit must be attached to the principal dwelling unit or located/constructed within an existing detached accessory structure that meets all criteria of this section. The existing on-site septic system will be required to be inspected by the City to ensure compliance with all applicable standards. Any system

that does not meet all applicable standards shall be brought into compliance as a part of the approval of the accessory dwelling unit.

The criteria for granting a conditional use permit are clearly delineated in the City's Zoning Ordinance (Section 520.11 subd. 1, a-i) as follows:

1. The conditional use will not adversely affect the health, safety, morals and general welfare of occupants of surrounding lands.
2. The proposed use will not have a detrimental effect on the use and enjoyment of other property in the immediate vicinity for the proposes already permitted or on the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
3. Existing roads and proposed access roads will be adequate to accommodate anticipated traffic.
4. Sufficient off-street parking and loading space will be provided to serve the proposed use.
5. The proposed conditional use can be adequately serviced by public utilities or on-site sewage treatment, and sufficient area of suitable soils for on-site sewage treatment is available to protect the city form pollution hazards.
6. The proposal includes adequate provision for protection of natural drainage systems, natural topography, tree growth, water courses, wetlands, historic sites and similar ecological and environmental features.
7. The proposal includes adequate measures to prevent or control offensive odor, fumes, dust, noise, or vibration so that none of these will constitute a nuisance.
8. The proposed condition use is consistent with the comprehensive plan of the City of Independence.
9. The proposed use will not stimulate growth incompatible with prevailing density standards.

The City should consider the following issues/points during their review of the requested actions:

The City is considering amending the ordinance to provide a mechanism for allowing accessory structures that are taller than the principle structure. The property owner is proposing to develop a structure that appears to be designed to have an agricultural theme utilizing materials and colors that will be compatible with character of the area. The property owner has noted that they intend to construct a new principle structure on the property in the near future. The new principle structure will be larger than the existing home on the property and establish a better sense of proportionality between the structures on the property. The location of the proposed structure and its relationship to surrounding properties will help to mitigate the potential impact of the taller and larger detached accessory structure. In addition, there is a larger stand of existing trees that would further screen the proposed structure from surrounding properties. The proposed accessory dwelling unit does not appear to be in keeping with the historic interpretation of the ADU ordinance. The City will need to consider how the proposed bedroom, bathroom and kitchen relate to the remaining space within the detached accessory structure as these spaces that comprise the ADU are not fully delineated from the remaining recreation space.

There could be a concern relating to the structure being misunderstood as a second residential home as a result of the size, interior space and more traditional garage space. Typically, the City has reviewed ADU's that are

fully delineated within a detached accessory structure and therefore clearly subordinate to the use of the detached accessory structure. The Planning Commission discussed this issue and provided additional direction in their recommendation to City Council. For context and discussion, the City would allow a finished detached accessory structure with similar features to that which is proposed without the full kitchen and bedrooms. Bathrooms, recreation space, bar, etc. would all be permitted without a conditional use. The City has typically distinguished an accessory dwelling unit from an accessory structure by whether or not there are bedrooms and or a kitchen stove/oven. The City has visited the site and discussed the proposed detached accessory structure with the architect.

Given the location of the property off of Turner Road and the orientation of the buildings and their relationship to the surrounding properties, it appears that the proposed application can be found to meet the requirements for granting a conditional use permit and variance as requested.

#### Neighbor Comments:

The City received a written comment from a resident of Independence. The concern expressed relates to the intent of the ADU ordinance and whether or not this building would be misconstrued for a second principle dwelling on the property. In addition, it was noted there was recently a wedding held on the property that included fireworks. No other comments were made in writing or at the public hearing for this application.

Planning Commissioners reviewed the requests and asked questions of staff. Commissioners discussed the proposed accessory building, its relationship to the other buildings on the property and to other properties. Commissioners discussed the variance for the height of the building and noted that the existing stable and indoor riding arena exceeded the height limitations and that the proposed building was considerably smaller than the riding arena. Commissioners discussed the proposed ADU within the new accessory building. Commissioners talked about how to distinguish the proposed ADU from the remaining recreational space. Commissioners noted that the recreational space, minus the bedroom and full kitchen would be permitted by the City. Commissioners recommended that the City approve a site plan that details the extent of the ADU within the accessory building. The City would have the ability to inspect the property and ensure that no expansion of the designated ADU spaces (i.e. bedrooms, kitchen) would be permitted and the total square footage of those spaces could not exceed 1,200 square feet. The Planning Commission ultimately found that the requested conditional use permit and variances met all applicable criteria and recommended approval to the City Council with two additional conditions; the applicant shall prepare an exhibit that identifies that extents of the ADU within the accessory structure (the exhibit will be attached to the resolution), a condition that specifically prohibits the use of the proposed accessory structure for commercial use and or events should be added to the resolution.

The Planning Commission recommended approval of the request for a conditional use permit and variance with the following findings and conditions:

a) The proposed conditional use permit and variance request meets all applicable conditions and restrictions stated in Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.

b) The conditional use permit will include the following conditions:

1. The conditional use permit will be reviewed annually by the City to ensure conformance with the conditions set forth in the resolution.

2. The existing accessory structure shall be constructed in accordance with the approved site and building plans as shown on EXHIBIT B. The structure cannot be expanded or enlarged without the review and approval of the City. Any expansion will require an amendment to the conditional use permit and possibly a variance following all applicable procedures.
  3. The accessory structure shall not be permitted as a second principle structure on the property.
  4. The use of the accessory structure for any commercial use and or events is prohibited.
  5. The accessory dwelling unit (ADU) will have the following restrictions:
    - i. The ADU is limited to 1,200 square feet, a maximum of 2 bedrooms and shall not be expanded beyond the extents of the area defined on EXHIBIT C.
    - ii. The use of the ADU is limited to relatives of the homesteaded owner occupants or the homesteaded owners of the principal structure. The total number of individuals that reside in both the principal dwelling unit and accessory dwelling unit may not exceed the number that is allowed by the building code.
- c) The 4-foot variance will allow the detached accessory building to have a maximum height of 28 feet as measured in accordance with City standards.
- d) The Owner will be required to meet all applicable standards relating to the on-site septic system for the proposed detached accessory structure.
- e) The applicant shall pay for all costs associated with the review of the conditional use permit and variance applications and recording of the resolution.

Johnson asked how many horses are allowed with the CUP. Kaltsas said as far as he knew it was eight but would need to check that. McCoy asked about the kitchen on the main floor and if it was to be utilized only by the occupants of the bedrooms. Kaltsas said it would be a full kitchen and could be used by others not only the occupants.

McCoy asked about the CUP issued in 2018 and thought there were some events that were held. Kaltsas said those were associated with the indoor riding stable. This building is a personal building and not for commercial use and that is why this is being defined. Johnson asked if this was owner occupied. Marks said he lives on the property in the summer.

Vose stated that if the principle dwelling would be increased in height than the need for the variance would go away but the resolution would still hold true. Marks clarified that there is only one bedroom not two.

**Motion by Grotting, second by McCoy to approve RESOLUTION NO. 19-0903-04 - granting approval of a conditional use permit and variance to allow an accessory dwelling, an accessory structure larger than 5,000 SF and taller than the principal structure for the property identified by (PID No. 28-118-24-14-0006) and located at 7220 Turner in Independence, MN. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.**

12. Gregory Hamman (Applicant/Owner) requests that the City consider the following action for the property identified by (PID No. 16-118-24-33-0002) and located at 2460 CSAH 92 N in Independence, MN:

- a. **RESOLUTION NO. 19-0903-05** - granting approval of a variance to allow an accessory structure to exceed the height of the principle structure.

Kaltsas said the applicant would like to construct a detached accessory structure on the property. There is currently an existing home located on the property. The City regulates the total square footage permitted for detached accessory structures using a formula. The formula allows a property owner to construct an accessory building which does not exceed 2% of the upland square footage of the property. In this particular case the City has determined that the upland portion of the property is 2.71 acres. Based on this determination, the total allowable square footage for a detached accessory structure is 2,361 (2.71 acres - 118,048 sf \* .02 = 2,361).

The applicant is proposing to construct a 2,000 square foot detached accessory structure which is less than the maximum size permitted. In addition to the limitation on building size, the City regulates the maximum height of detached accessory structures. The maximum height of an accessory structure shall not exceed the height of the principle structure. The height of an accessory structure shall not exceed the height of the principle structure.

The height of the principle and accessory structure shall be measured in accordance with the definition provided in this ordinance, Section 510.05, Subdivision 10.

The existing home on the property is a rambler with a mean height of 16 feet. The applicant would like the City to permit the detached accessory building to have a mean height of 19 feet. In order for the applicant to construct a building higher than that which is permitted, the City will need to consider a 3-foot variance. The applicant is proposing to locate the building to the east of the principle structure. The elevation of the proposed accessory building is approximately 2 feet lower than the elevation of the principle home. The applicant has noted that the proposed detached accessory structure would be located in a manner that would limit its visibility in relation to the existing home on the property (see attached photo simulation). The proposed accessory structure is proposed to meet applicable building setbacks (15 foot side yard, 40 foot rear yard setback). The applicant has noted in his narrative that the proposed detached accessory structure would have an 8/12 roof pitch versus a lower pitch. It was noted that the steeper pitch will provide a nicer aesthetic appearance.

There are several factors to consider relating to granting a variance. The City's ordinance has established criteria for consideration in granting a variance.

520.21. Standards for granting variances. Subdivision 1. The City Council may grant a variance from the terms of this zoning code, including restrictions placed on nonconformities, in cases where:

- 1) the variance is in harmony with the general purposes and intent of this zoning code;
- 2) the variance is consistent with the comprehensive plan; and
- 3) the applicant establishes that there are practical difficulties in complying with the zoning code (Amended, Ord. 2011-08) Subd. 2. An applicant for a variance must demonstrate that there are practical difficulties in complying with the zoning code. For such purposes, "practical difficulties" means:

- (a) The property owner proposes to use the property in a reasonable manner not permitted by the zoning code;

- (b) the plight of the property owner is due to circumstances unique to the property not created by the landowner;

(c) the variance, if granted, will not alter the essential character of the locality.

Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. (Amended, Ord. 2011-08)

Subd. 3. The City Council shall not grant a variance to permit a use that is not allowed under the zoning code based on the zoning classification of the affected property. (Amended, Ord. 2011-08)

520.23. Conditions and restrictions. The board of adjustments may recommend and the City Council may impose conditions on a variance. Conditions must be directly related to and must bear a rough proportionality to the impact created by the variance. (Amended, Ord. 2011-08)

Consideration of the criteria for granting a variance:

a. The applicant is proposing to use the property in a manner consistent with the Agriculture Zoning District. The City is currently working on revising the ordinance to provide a method for permitting detached accessory structures that exceed the height of the principle structure.

b. The effect of the requested variance will be somewhat mitigated as a result of the size of the property as well as its relationship to surrounding properties.

c. The character of the surrounding area is agriculture. The proposed detached accessory building is generally in keeping with the City's comprehensive plan. The City will need to determine if the requested variance meets the requirements for granting a variance.

The neighboring property owner to the west of the applicant was present at the public hearing and noted that they were in support of the requested variance for an accessory building that is taller than the principle structure.

Planning Commissioners reviewed the requested application and asked questions of staff and the applicant. Planning Commissioner's clarified that there was an approximate 2-foot separation in elevation levels between the principle structure and proposed accessory structure. The Planning Commission ultimately found that the criteria for approving a variance have been satisfied by the applicant and recommended approval to the City Council.

The Planning Commission recommends approval of the requested variance with the following findings and conditions:

1. The proposed Variance request meets all applicable conditions and restrictions stated in Chapter V, Section 520.19, Procedures on variances, in the City of Independence Zoning Ordinance.
2. The City finds that the criteria for granting a variance have been met by the applicant and specially that:

a. The applicant is proposing to use the property in a manner consistent with the Agriculture Zoning District. The City is currently working on revising the ordinance to provide a method for permitting detached accessory structures that exceed the height of the principle structure.

b. The character of the surrounding area is agriculture. The proposed detached accessory building is generally in keeping with the City's comprehensive plan.

c. The location of the property in relation to the county road and surrounding properties along with the proposed location of the detached accessory structure will aid in mitigating potential impacts



of a taller structure.

3. The requested variances will allow the proposed detached accessory structure to be constructed in accordance with the approved plans only (plans will become an exhibit of the resolution). The variance granted shall be as follows:

- a. A 3-foot variance will allow the detached accessory building to have a maximum height of 19 feet as measured in accordance with City standards.

4. The proposed building cannot be used for a commercial business or storage.

5. The Applicant shall pay for all costs associated with the City's review of the requested variance.

6. Any future improvements made to this property will need to be in compliance with all applicable standards relating to the AG-Agriculture zoning districts.

7. The Applicant shall record the City Council Resolution within six (6) months of the Council approval.

Johnson noted that a lot of requests like this indicate the need to look an ordinance change. Kaltsas said there is an impact when the difference in height between the principle structure and the ADU makes it difficult and it may also not work with the neighborhood aesthetics. A committee could be in place to look at these and determine how to move with nominal cost and no need to have a public hearing. It would be a more efficient way to handle the requests.

**Motion by Grotting, second by McCoy to approve RESOLUTION NO. 19-0903-05 - granting approval of a variance to allow an accessory structure to exceed the height of the principle structure for the property identified by (PID No. 16-118-24-33-0002) and located at 2460 CSAH 92 N in Independence, MN. Ayes: Johnson, McCoy, Grotting, Betts and Spencer. Nays: None. Absent: None. MOTION DECLARED CARRIED.**

13. Open/Misc.

Johnson asked why Mr. Zeibell had requested to be on the agenda. Kaltsas said he has a wet property due to blockage from work done around the area. Kaltsas noted this was probably more of a civil issue. Our representative with Hakanson Anderson will be going out to take another look at the water issue.

14. Adjourn.

**Motion by McCoy, second by Spencer and carried to adjourn the meeting at 7:42 p.m.**

Respectfully Submitted,

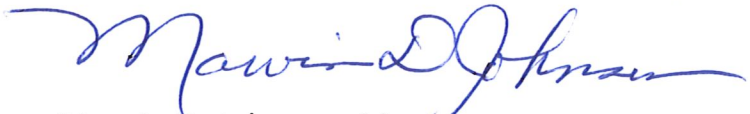
Trish Gronstal/Recording Secretary

I would like to have your approval to attend the National League of Cities Annual Conference November 19-22, 2019, at the Henry B Gonzalez Convention Center in San Antonio, Texas.

I would travel to San Antonio on Tuesday, November 19<sup>th</sup>, Council meeting day. (Because of Election Day on our first November meeting night, we will probably be rescheduling our November meetings). I continue to serve as a member of the Energy, Environment and Natural Resources Steering Committee and that committee will meet on Wednesday. Also, the Small Cities Council, which we hosted last year, meets twice during the annual conference. The conference annual business meeting is Saturday afternoon, but I plan on coming home late Friday night or Saturday morning so that I can participate in the Centennial Celebration of the Minnesota Farm Bureau Convention.

Major costs would be \$465.00 for the Registration Fee, approximately \$350.00 for airfare and I think I can get a non-convention downtown hotel room for \$100.00 or less per night (3 or 4 nights). Most meals are covered with the registration fee.

The League of Minnesota Cities covers my cost for midyear meetings for the Energy, Environment and Natural Resources Steering Committee and Small Cities Council, but I must have City support or pay personally to attend the NLC annual meeting and the Washington D.C. Congressional Cities Conference. I would like to continue serving on those committees if I am re-elected as Mayor and would appreciate your continued support.



Marvin D. Johnson, Mayor



Date: September 4, 2019

To: Public Safety Commissioners  
City of Independence Council Members  
City of Maple Plain Council Members

From: Director Gary Kroells *GK*

SUBJECT: AUGUST 2019 ACTIVITY REPORT

The purpose of this report is to give the reader a quick overview of the activities of the Public Safety Department each month. It also compares monthly and year-to-date information to the reader.

The report is broken down into five categories, as defined by the Criminal Justice Reporting System.

CRIMINAL-- Criminal is broken down into Part I and Part II crimes.

Part I includes crimes against persons versus crimes against property; criminal homicide, forcible rape, robbery assault, aggravated assault, burglary -breaking or entering, larceny-theft, larceny analysis, motor vehicle theft and arson.

Part II includes other assaults, forgery and counterfeiting, fraud, embezzlement, stolen property, buying, receiving, possession; vandalism, weapons, carrying, possessing, etc.; prostitution and commercialized vice, sex offenses; drug abuse violations, gambling, offenses against the family and children, driving under the influence, liquor laws, drunkenness, disorderly conduct, vagrancy, all other offenses, suspicion, curfew and loitering laws - persons under 18; and runaways - persons under 18.

TRAFFIC-- Includes violations of the road and driving laws.

PART III-- Lost and Found: Includes lost and found persons, animals, and property, and stalled and abandoned vehicles.

PART IV-- Casualties: Includes all motor vehicle accidents, boating, and snowmobile; public home occupational accidents, fires, suicides, sudden deaths, burning permits, and burning violations.

PART V-- Miscellaneous Public: Includes open doors, gun permit applications, suspicious activities, animal complaints, motorist assists, alarm calls, parking complaints, house checks, driving complaints, civil matters, family disputes, department assists.

The balance of the report shows the total number of incidents handled, miles driven and how the Public Safety Department received calls. If anyone should desire more detailed statistical data, please contact my office.

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*West Hennepin Public Safety Department*  
1918 County Road 90 / Maple Plain, Minnesota 55359  
Phone: (763) 479-0500 / Fax: (763) 479-0504  
Web Address: <http://www.westhennepin.com> E-mail: [westhennepin@westhennepin.com](mailto:westhennepin@westhennepin.com)



# Monthly Activity Report

## August 2019

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
<b>City Of Independence</b>				
Criminal	8	8	62	92
Traffic	151	151	1,158	1,238
Part III	12	4	78	57
Part IV	28	26	305	247
Part V	162	164	1,085	1,142
<b>Total City of Independence</b>	<b>361</b>	<b>353</b>	<b>2,688</b>	<b>2,776</b>
<b>City Of Maple Plain</b>				
Criminal	7	6	44	42
Traffic	103	84	529	755
Part III	4	7	40	27
Part IV	18	19	138	168
Part V	147	172	810	1,046
<b>Total City Of Maple Plain</b>	<b>279</b>	<b>288</b>	<b>1,561</b>	<b>2,038</b>
<b>Grand Total Both Cities</b>	<b>640</b>	<b>641</b>	<b>4,249</b>	<b>4,814</b>
TZD	18	20	163	95
Agency Assists	27	22	167	238
<b>Total ICR Reports</b>	<b>685</b>	<b>683</b>	<b>4,579</b>	<b>5,147</b>
<b>How Received</b>				
Fax	12	7	64	94
In Person	31	46	224	234
Mail	1	2	7	13
Other	2	4	13	23
Phone	49	38	327	299
Radio	184	190	1,365	1,477
Visual	350	352	2,274	2,679
Email	8	8	57	43
Lobby Walk In	48	36	248	285
<b>Total</b>	<b>685</b>	<b>683</b>	<b>4,579</b>	<b>5,147</b>

**August 2019 Criminal Part I & II**

**City of Independence Grid #'s 3-5**

AGN	ICR	Title	Grid #	Reported Date	MOC range
WHPS	19004157	Drugs - 5th Degree Controlled Substance - Possession	3	8/10/2019	DH540
WHPS	19004230	Drugs-Small Amt of Marijuana in Motor Vehicle	3	8/15/2019	DA540
WHPS	19004250	2nd Degree DWI / Driving after Revocation	3	8/16/2019	JEW01
WHPS	19004287	4th Degree CSC	3	8/17/2019	LAA77
WHPS	19004324	Theft from Vehicle	3	8/19/2019	TN159
WHPS	19004354	3rd Degree Driving while impaired Alcohol Concentration 0.08 or Morel / 4th Degree driving while impaired - under influence of alcohol	3	8/20/2019	JFW01
WHPS	19004357	Theft from Vehicle	3	8/20/2019	TN159
WHPS	19004571	Theft from Vehicle	4	8/31/2019	TS159

**August 2019 Criminal Part I & II**

**City of Maple Plain Grid # 1-2**

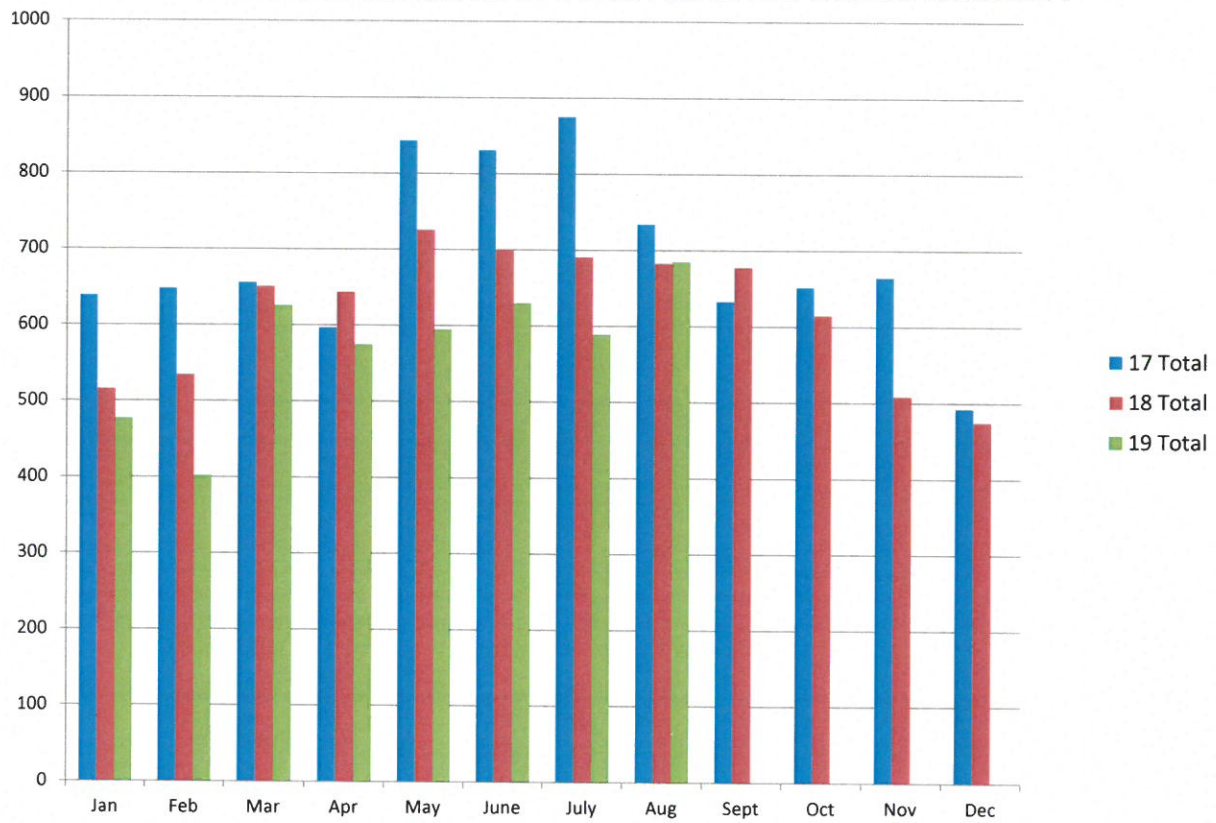
AGN	ICR	Title	Grid #	Reported Date	MOC range
WHPS	19003937	Theft Check Forgery	1	8/2/2019	U0013
WHPS	19003968	Gross Misdemeanor DWI - Pending Toxicology Results / Driving after Revocation / No Insurance	1	8/2/2019	JGW01
WHPS	19004155	Counterfeit \$100 bill	2	8/10/2019	C11K2
WHPS	19004156	Counterfeit \$100 bill	2	8/10/2019	C11K2
WHPS	19004157	Drugs - 5th Degree Controlled Substance - Possession	2	8/10/2019	DH540
WHPS	19004201	Burglary-4th Deg-to Commit Misdemeanor / Trespassing	1	8/13/2019	B4560
WHPS	19004399	Drugs - Possess Small Amount of Marijuana / Drugs-Paraphernalia Possession / Possess Alcohol Under 21	1	8/23/2019	DC500
WHPS	19004540	Gross Misdemeanor Domestic Assault	1	8/30/2019	AJ312

**August 2019 Criminal Part I & II**

**Towards Zero Death Grant Shift**

AGN	ICR	Title	Grid #	Reported Date	MOC range
WHPS	19004153	3rd Degree DWI	65	8/10/19	JFW01
WHPS	19004573	Drugs-Paraphernalia Possession / Open Bottle in M-V-Possession / Speed - Over Limit	38	8/31/19	DC500

**THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY**





# DIRECTOR'S NEWS & NOTES

## WEST HENNEPIN PUBLIC SAFETY AUGUST 2019 Activity Report

### Year to Date Activity Report

At the end of August 31, 2019 West Hennepin Public Safety (WHPS) handled year-to-date a total of 4,579 incident complaints. For the month of August; 361 incidents occurred in Independence and 279 incidents were in Maple Plain.

The Criminal Part I and Part II cases for both cities have been highlighted for your review on the attached documents.

### Recent Highlighted Cases:

#### Theft

Aug 2 4900 Block Hwy 12, Maple Plain. Buffalo Police Dept. took a report of stolen checks from their city. One of the checks was cashed at the Maple Plain Bank. Suspect has been identified and charges are pending.

#### Repossession

Aug 4 800 Block Copeland Rd, Independence. Female requested a civil escort to repossess her truck from her ex-boyfriend. Female provided proof of ownership and the truck was registered to her.

#### Disturbance

Aug 4 Joyce Street / Bryant, Maple Plain. Received a call of two parties yelling at each other. Officer responded and spoke with both parties individually. Both admitted to having an argument about finding a new place to live and admitted to being loud. Both denied any physical altercation took place.

#### Utility Check

Aug 4 5500 Block Pioneer Creek Dr, Maple Plain. Received a call of a water issue at a business. Officer located the sprinkler system where it connects to the main water supply was disconnected. The water was turned off and key holder notified.

#### Road Closure – Vehicle in Ditch

Aug 6 1700 Block CR 92, Independence. Received a call of a commercial vehicle had jack knifed, was blocking the road and there was no crash involvement. Contact with the driver who had slid his trailer off the edge of the driveway while backing up into a construction site driveway. County Road 92 was shut down for an hour and half.

#### Car / Stalled

Aug 6 5600 Block CR 11, Independence Vehicle was parked along roadside with 4-way flashers on. Driver was found in the ditch probing the ground with a stick. He advised they were trying to locate a drain tile on the property. Officer advised the driver of traffic safety.

### Suspicious Activity

Aug 7 6900 Block Quaas Cutoff Rd, Independence. Reported a dark sedan with out-of-state license plates is parked on Quaas Cutoff Road, Independence and a man and woman are walking around the vehicle. The vehicle is full of items and caller thinks they're going to throw items out of the car into the ditch. Officer had contact with the driver who was walking along the road looking for agates. Nothing criminal was occurring.

### Wire Down

Aug 8 1600 Block Maple Ave Maple Plain. Officer responded to a cable TV line down on top of a car. Officer coiled the cable line up and placed an orange cone by the coil. The cable company was notified their line was down.

### Suspicious Vehicle

Aug 8 11:53 p.m. Routine patrol Officer found a Jeep stopped at the end of Roy Road by Lake Rebecca Park, Independence. The area is closed to overnight parking. The driver and his passenger were under 18 and the parents were called and advised of the contact. Parents requested the two juveniles to go straight home. No criminal activity was found.

### 3rd Degree DWI

Aug 10 Officer observed a vehicle stopped at the green light at CR 112 / CR 6, Orono, then accelerated into the intersection when the stop light was yellow. Driver Robert Frederick Craig III, of Orono, was found to have been drinking and intoxicated. He submitted a breath test which resulted in .16 breath alcohol concentration. Craig III was arrested, transported and booked into HC Jail for 3<sup>rd</sup> Degree DWI.

### Counterfeit Money

Aug 10 8:13 a.m. 5100 Block Oak Street, Maple Plain. Reported a counterfeit \$100.00 bill was passed at a business. At 9:13 a.m. a second business near this same location also took in a \$100.00 counterfeit bill from a suspect. The suspects have been identified and charges are pending at several police agencies in the metro area. Both cases are under investigation

### Medical

Aug 12 10:42 p.m. 1600 Block Marsh Ave, Maple Plain Dispatched for a Recreational Vehicle that was stuck in the yard and was trying to leave the scene. Contact with the 77 yoa male driver and his 74 yoa wife both from Kerrville, TX, found the driver was suffering from a medical issue. The driver and passenger were transported by North Ambulance to Ridgeview Hospital for further care. Two dogs and one cat were located in the RV and transported to Crossroads animal shelter.

### Medical

Aug 13 1400 Block Nelson Rd., Independence Female was standing in the barn when a horse was spooked and kicked her in the stomach. North Memorial EMS responded and took over care.

### Trespass / 4<sup>th</sup> Degree Burglary

Aug 13 5000 Block Main St E. Maple Plain. A known unwanted female made entry into the house through an unlocked kitchen window. 36 yoa female threatened to assault resident female, then proceeded to the basement where she grabbed an unknown item and left thru the basement door. The female was not located. Later it was reported an Adidas duffle bag, clothing and misc. jewelry items were missing. Suspect identified and Charges pending for 4th Degree Burglary and Trespassing.



## 2<sup>nd</sup> Degree DWI

Aug 16 12:46 a.m. Vehicle was traveling west on Highway 12 and County Road 92 N, Independence at a high rate of speed. Squad radar locked at 70/55MPH zone. The driver, David Anthony Clark, 41 of Brooklyn Park, speech was slurred and he was unable to provide his driver's license and then stated he did not have one. A strong odor of an alcoholic beverage was coming from the vehicle. Clark was arrested, transported and booked in Hennepin Co Jail for 2nd Degree DWI Refusal and Driving after Revocation.

## Missing Person – found

Aug 18 2000 Block Budd Street, Independence. Resident reported his 8 yoa son had wandered off their property. The son was located safe in a neighbor's back yard.

## Theft from Vehicle

Aug 19 7200 Block CR 6, Independence. Someone had gone through three vehicles and stolen an iPod Nano, folding knife and other items. Vehicles were left unlocked. Case is under investigation.

## Parking Complaint

Aug 19 1800 Block Pioneer Creek Rd, Maple Plain. A vehicle was parked in a business parking lot, owner is unknown and no one was around. Registered owner was contacted. He was fishing in the boundary waters and had permission to leave his vehicle there.

## Suspicious Activity

Aug 19 5000 Block Industrial Street, Maple Plain. Delayed report of a woman drove through a business parking lot taking pictures of all the employees' vehicles on Aug 16th. The woman continued down the street taking more photos of other businesses. Business security camera's helped to identify the vehicle. Contact with the registered owner who said she was lost, and she Facetimed her boss to help her find the correct business to pick up a package.

## Missing Child - Found

Aug 19 9000 Block Hwy 12, Independence. A 1 year old was missing for approximately 10-15 minutes. Delano Fire assisted with the search. The child had left the nursery room and was found sleeping in a chair in another room.

## Suspicious Act

Aug 20 1:32 a.m. 1700 Block CR 90, Independence. Officer observed a vehicle was quickly backing up in the parking lot of a business that was closed. The driver quickly exited his vehicle and approached the business. Officer had contact with the driver who stated he had forgotten to lock the business door. The driver had a key for the door.

## Vehicle in the Ditch

Aug 20 1900 Block Baker Park Rd, Independence. Driver of a large box truck was turning into a driveway and was worried about the overhead wires. He missed the corner of the driveway and slid down into the ditch striking a mailbox. The truck was partially blocking the road and was towed from the ditch.

#### Traffic Complaint / DWI

Aug 20 Baker Park Rd, Independence. Motorist reported a vehicle was driving all over the road and weaving. Officer had contact with the driver who had slurred speech, smell of alcohol on his breath and admitted to drinking. Jose Donaldo Rivera, 24 of Long Lake submitted a breath test which resulted in .19 breath alcohol concentration. Rivera was arrested, transported and booked in to Henn Co Jail for Gross Misdemeanor 3<sup>rd</sup> Degree DWI.

#### Theft from Vehicle

Aug 20 500 Block Game Farm Rd, Independence. Three unlocked vehicles were rummaged through during the night. Passports and a blue nylon medical first aid bag with a small burn mark on top of the bag and miscellaneous medical supplies were stolen from the vehicle. Case is under investigation.

#### Damaged Windshield

Aug 21 7:40 a.m. Motorist reported his vehicle windshield was damaged during his commute from Minnetonka to Buffalo on Hwy 12 / Valley Rd, Independence. Motorist was certain someone had been hiding along Hwy 12 and caused the damage. He did not recall any vehicles around him at the time of the damage. No similar reports were received in the area.

#### Suspicious Act

Aug 22 3200 Block Lake Sarah Rd, Independence. Reported a vehicle had stopped in front of his house and a male walked up to his house stating he was working for the census and then left without asking questions or leaving any kind of survey. The area was checked and the vehicle was not found.

#### Suspicious Act

Aug 23 1:22 a.m. 1500 Block Baker Park Rd, Maple Plain. Caller reported he could hear a vehicle running and saw a flashlight at the construction site of the old park and ride lot. Officer found an oil truck was refueling the construction equipment. No criminal activity was found. The caller was advised of the Officer findings.

#### Vandalism

Aug 23 5300 block Painter Creek Green, Independence. Someone drew a graphic drawing on a driveway using chalk. Officer spoke with neighbors if they had seen anyone or knew anything. No witnesses, suspects, or evidence at this time.

#### Property Damage Crash

Aug 23 Veh #1 attempted to cross Hwy 12 on Main St E, Maple Plain and struck the side of a trailer, pulled by Veh #2 e/b on Hwy 12. Driver of Veh #1 was cited for Failure to Drive with Due Care.

#### Abandoned Vehicle

Aug 24 1500 block Halgren Rd, Maple Plain. Business owner reported an abandoned RV Trailer in their parking lot. Officer found the driver had left a note on the door of the RV. The vehicle had a blown tire; she was going to try and get the vehicle moved the next day and to call her before towing. The RV was moved the next day.

## Fireworks

Aug 25 12:52 a.m. 5400 block Bryant Street, Maple Plain Homeowner was hosting a party in his back yard and had a large bonfire and music that was loud and audible from the road. Homeowner was advised of the fireworks and loud music complaint. Homeowner denied using any fireworks. Homeowner was warned for the noise disturbance.

## Suicide Threat

Aug 25 5200 block Bryantwood Dr, Maple Plain. Intoxicated male had cut himself on his wrists and stomach and had suicidal thoughts. Once officers arrived they removed an innocent roommate from the apartment and began to negotiate with the subject. The suicidal subject charged at officers and he was detained by use of a taser. North Memorial EMS took over care for the male and transported him to the hospital.

## Allergic Reaction

Aug 26 3600 block Co Rd 90. Independence. Male who is allergic to bees, was stung and had left in a vehicle unknown direction. While enroute Officer observed a person waving their arms out a vehicle window. The victim was inside the vehicle and was treated until North Memorial EMS arrived, took over care and transported the male to the hospital.

## Suspicious Act

Aug 26 2800 block Becker Rd, Independence. A suspicious male was seen on a residents ring doorbell putting rubber gloves on. It was unknown if the male was still there. Officer located the male who is a plumber, had gone to the wrong house and was now at the correct address. The rubber gloves were actually rubber booties for his footwear. The caller was advised of Officer findings.

## Shots Complaint

Aug 28 6100 block Hwy 12, Independence. Someone was target shooting and the bullets were ricocheting off of a business building. Officer located persons nearby that were shooting clay pigeons in a safe direction and using a 12 gauge shotgun. There was no ricocheting but an echo was heard.

## Suspicious Vehicle

Aug 28 3:00 p.m. 3400 block Brei Kessel Rd, Independence. A vehicle with boxes inside visible through the windows has been parked in the cul-de-sac since 10 a.m. Caller was afraid someone might be in it and did not approach the vehicle. Officer found the registered owner lived on Brei Kessel Rd and was legally parked. No one was inside.

## Suspicious Activity

Aug 29 7000 block CR 6, Independence. Resident discovered his vehicle had been gone through. The owner's manual and papers from the glovebox had been taken out and set on the passenger seat. The center console was open. Resident did not believe anything was missing the vehicle. Vehicle was left unlocked.

## Illegal Dumping

Aug 29 Independence Public Works reported someone had dumped a large pile of brush behind the public works building. It is unknown the exact time when it happened. Video from the cameras around the building were going to be reviewed.

## Domestic Assault

Aug 30 5100 block Hwy 12, Maple Plain. Reported a physical domestic between two females. Victim was struck in the head and was rushed to urgent care by a family member. The suspect 25-year-old female from Maple Plain had left the residence before officers arrived. Suspect was not located at the time. Charges will be filed for Domestic Assault.

## Theft from Auto

Aug 31 4500 block Eagle Ridge Ct, Independence. On 08/29 several items of clothing and designer accessories were placed in the trunk of caller's car. On 08/31 at a car wash in Wayzata he discovered the trunk of the car was empty. The car was at several locations around the Twin Cities, so it is unknown when or where the theft occurred. Approximate loss \$18,000.00. The case is under investigation.

## Felony Pursuit/ DWI / Possession Narcotics & Handgun

Aug 31 9:22 p.m. Shelard Parkway, St. Louis Park, Officer working a Toward Zero Deaths shift observed a motorcycle speeding and weaving in traffic. Radar indicated top speed of 76 / 55 mph zone. Officer attempted to stop the motorcycle and the driver accelerated rapidly and began to flee from the Officer. A short distance later the driver failed to negotiate a curve in the road and crashed into a parked car. First aid was rendered until North Memorial EMS arrived and took over patient care. The male was transported to the hospital for a broken pelvis, dislocated hip, several abrasions and a possible head injury.

While checking for injuries, the officer located a loaded .38 caliber Smith & Wesson revolver in his right front pocket. Also located was a white powdery substance tested to be 1 gram of cocaine. The suspect, 37-year-old male from Robbinsdale is a convicted felon with a previous felony DWI. His PBT test resulted in .14 alcohol concentration. Charges pending for Felony 1<sup>st</sup> Degree DWI, Felony 5<sup>th</sup> degree Possession of Drugs, Felony Possession Firearm and Felony Fleeing a Peace Officer in Motor Vehicle.

## Shots Heard

Aug 31 7:58 p.m. 6100 block Pagenkopf Rd, Independence. Reported someone was shooting a handgun and an AR-15 style rifle south of caller's residence. Caller did not see what kinds of guns were being shot and unknown location. Caller was advised both of the lots to the south of the caller were large enough to legally accommodate such activities and were not doing anything illegal.

239 contacts of citations, verbal and written warnings were issued for traffic and equipment violations. 39 citations were written for 'hands free'.

# City of Independence

## 2020 Preliminary Budget and Levy Discussion

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*To:* City Council  
*From:* Mark Kaltsas, City Administrator  
*Meeting Date:* September 17, 2019

### ***Discussion:***

Staff and Council have had several meetings to discuss and revise the preliminary budget and corresponding tax levy for 2020. Based on Council discussions, the City has established a preliminary budget which would equate to an approximately 3.83 percent increase in the overall tax levy. The City's tax rate resulting from the proposed budget and tax levy would remain flat (no increase) at just below 40 percent. The City has been working to fully fund public works capital expenditures through the general fund budget. For 2020, the proposed budget allocates approximately \$75,000 towards the public works capital improvement plan. In addition, the City has prepared a cash flow analysis of the public works capital improvement plan which is shown in more detail in the budget memo. This analysis provides further detail of how the capital funds can fully pay for the capital needs projected over 10 years. In addition to the capital equipment fund, the City is budgeting an additional \$80,000 for road tiling and road chip sealing in 2020. The attached preliminary budget memorandum further details the proposed 2020 budget.

The City Council will have the opportunity to further refine the budget prior to the requisite December 2019 adoption. At this time, the City is considering the adoption of the preliminary budget and tax levy which establishes the maximum tax levy for taxes payable in 2019. The preliminary levy is required to be set prior to September 30, 2019. The City can adopt a final levy that is less than the preliminary but cannot increase the final levy set in December from the adopted preliminary levy.

***Attachments:*** Memorandum with Preliminary Budget and Levies

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## BUDGET MEMO

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**TO:** CITY ADMINISTRATOR  
**FROM:** AEM FINANCIAL SOLUTIONS, LLC  
**SUBJECT:** 2020 BUDGET POINTS MEMO  
**DATE:** 9/9/2019

### Introduction

Upon your request, we have summarized the estimated 2019 tax capacity and market value information.

### Budget Format

The 2020 Budget included the Council approved priorities for each department. These will continue to be reviewed and updated as needed.

### Key Items in this Year's Budget

- Budgeted \$75,000 in Capital Transfers, up from \$68,623 in 2019.
- Administration's capital fund increased \$10,000. This money is used as a contingency fund.
- Consulting increased \$5,000.
- Engineering costs increased \$5,000.
- Road tiling and chip sealing increased \$40,000 each.
- Created a new expenditure line item to break out Building Permits from Plan Review.
- Fire protections was only increased 3% from 2018 since we are still awaiting budget numbers from other Cities. The increase from 2018-2019 was 8% and may need to be re-evaluated once more information is given.
- Increased Building Inspection Conference and Travel to \$2,500 to better reflect training costs.
- Police contract increased 2.3% from 2019 and is reflected in the budget.
- Increased budget for Codification of Ordinances to \$2,500 to reflect prior year expenses.
- The sign budget increased by \$2,500 to bring current signage into compliance.

## Taxation Notification Summary Chart for Taxes Payable 2020

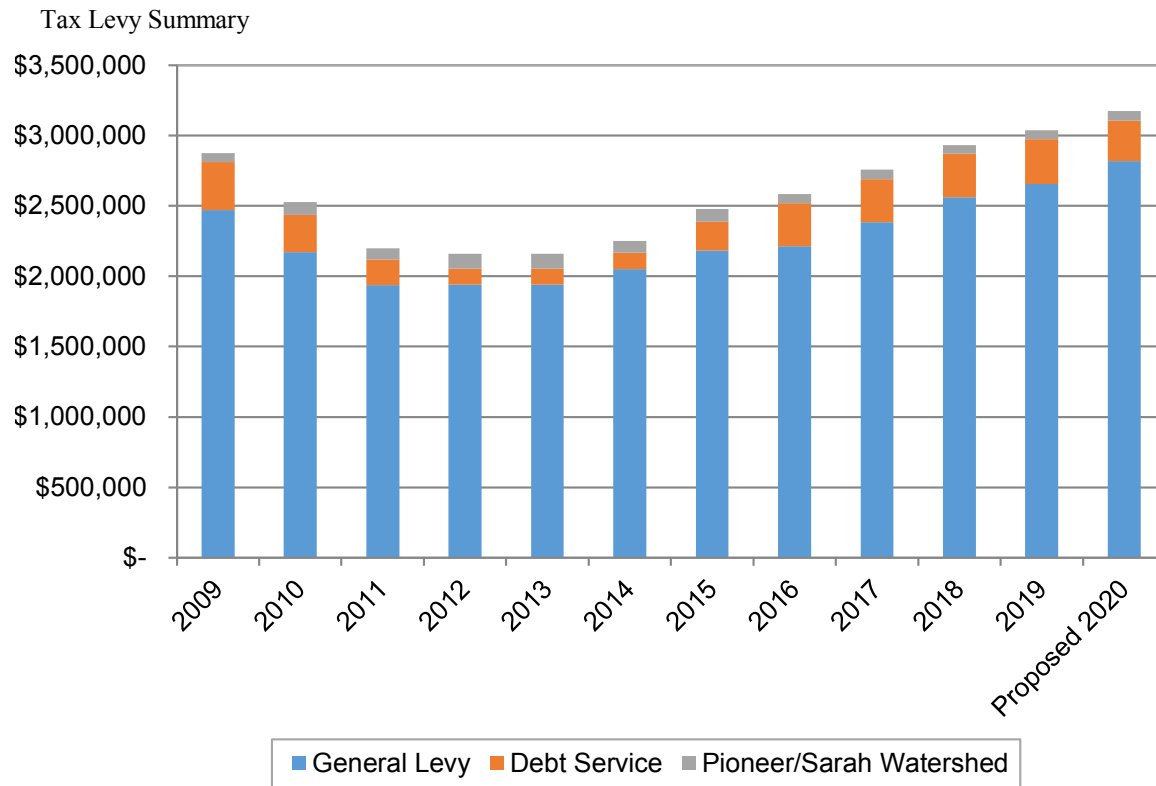
Due Date	EDA and City Levy Process
9/30/2019	The EDA must pass a resolution authorizing the proposed 2019 EDA levy
9/30/2019	The City must pass a resolution and file with the County the exact amount of the proposed 2019 EDA levy. The due date of the City property tax levy is September 30, 2018.
9/30/2019	At one meeting, the City Council adopts the proposed property tax levy and announces the time and place of a future City Council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget and levy determination. This public input meeting must occur after November 24, 2019 and must start at or after 6:00 PM. The time and place of the public input meeting must be included in the minutes but newspaper publication of the minutes is not required. This information must be filed with the County Auditor.
11/25/19 - 12/28/18	EDA must pass a resolution approving the 2019 EDA levy
11/25/19 - 12/28/19	City must pass a resolution approving the 2019 EDA levy
11/25/19 - 12/28/19	City Council must hold a meeting to discuss the budget and property tax levy and, before a final determination, all public input.
12/28/19	City must file the certificate of compliance (form TNT - 2018) with the Department of Revenue by December 28, 2019.

## Tax Levy Summary

Overall, the tax lev includes levies for general operations, city infrastructure and debt services. The levy included an overall 2.82 percent increase from 2019. The 2019 budgeted and 2020 tax levies are listed below.

	2019 Budget	2020 Proposed Budget	Increase (Decrease)	% Change
General	\$ 2,656,535	2,796,381	\$ 139,845	5.26%
Debt Service				
2006 GO Improvement Bonds	124,530	109,200	(15,330)	-12.31%
2005 GO Improvement Bonds	-	-	-	0.00%
2007 GO Equipment Certificates	-	-	-	0.00%
2010 GO Improvement Bonds	15,957	15,111	(846)	-5.30%
2015 GO Tax Abatement Bonds	176,308	166,463	(9,845)	-5.58%
Total City Operating Levy	\$ 2,973,331	\$ 3,087,155	\$ 113,824	3.83%
Pioneer/Sarah Watershed Taxing District	\$ 64,510	\$ 66,330	\$ 1,820	2.82%

## Levy Summary 2009 to 2020 Projected





## Summary of the City's Tax Capacity

The estimated tax capacity increased 3.45% for 2020.

The past two years with comparison to the average percentage change for Hennepin County is listed below:

	2016 Pay 2017	2017 Pay 2018	2018 Pay 2019	2019 Pay 2020	% Change	% Change (County-wide)
Commercial	\$ 144,863	\$ 148,233	\$ 132,398	\$ 124,380	-6.06%	6.10%
Industrial	161,155	232,138	242,874	208,500	-14.15%	16.00%
Apartment	-	-	-	-	0.00%	13.58%
Residential	5,581,662	5,877,038	6,108,826	6,249,952	2.31%	11.73%
Farm	798,388	815,250	820,745	973,776	18.65%	0.87%
Other	-	-	-	-	0.00%	-4.52%
Total	\$ 6,686,068	\$ 7,072,659	\$ 7,304,843	\$ 7,556,608	3.45%	9.57%

The current tax capacity and historical tax capacity rates are summarized below for Independence and three relatively comparable Hennepin County Cities. The major difference between Independence and the three comparable cities is the large commercial tax base.

## Tax Capacity by Property Type - Estimated 2018 Pay 2019

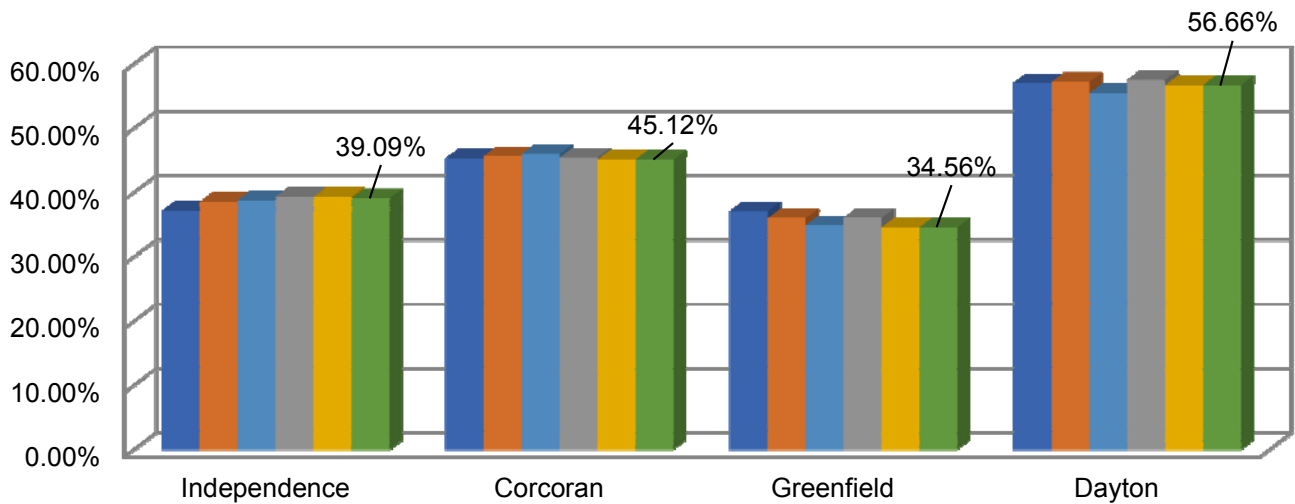
City of Independence Tax Rate History Compared to other similar sized Hennepin County Cities:

	Independence	Corcoran	Greenfield	Dayton
Commercial	\$ 132,398	\$ 426,306	\$ 203,625	\$ 409,333
Industrial	242,874	359,369	344,269	1,124,193
Apartment	-	-	-	47,276
Residential	6,108,826	7,133,620	3,955,823	6,006,284
Farm	820,745	905,933	393,171	532,549
Other	-	63,080	-	92,500
Total	\$ 7,304,843	\$ 8,888,308	\$ 4,896,888	\$ 8,212,135

## Tax Capacity Rates

### Tax Capacity Rates

	Independence	Corcoran	Greenfield	Dayton
2015	37.13%	45.31%	37.06%	57.03%
2016	38.54%	45.69%	35.99%	57.15%
2017	38.78%	45.99%	34.88%	55.47%
2018	39.34%	45.41%	36.00%	57.49%
2019	39.31%	45.12%	34.56%	56.66%
2020 Est	39.09%	45.12%	34.56%	56.66%



## Staffing

Data related to the number of full time equivalent positions is noted below:

Summary of FTES by Department	2017	2018	2019	2020
City Council	5.00	5.00	5.00	5.00
Adminstration	1.45	1.45	1.45	1.45
Streets	2.25	2.20	2.20	2.20
Building Inspection	0.86	0.86	0.86	0.86
Subtotal General Fund	9.55	9.50	9.50	9.50
Sewer	1.05	1.05	1.05	1.05
Total	10.60	10.55	10.55	10.55

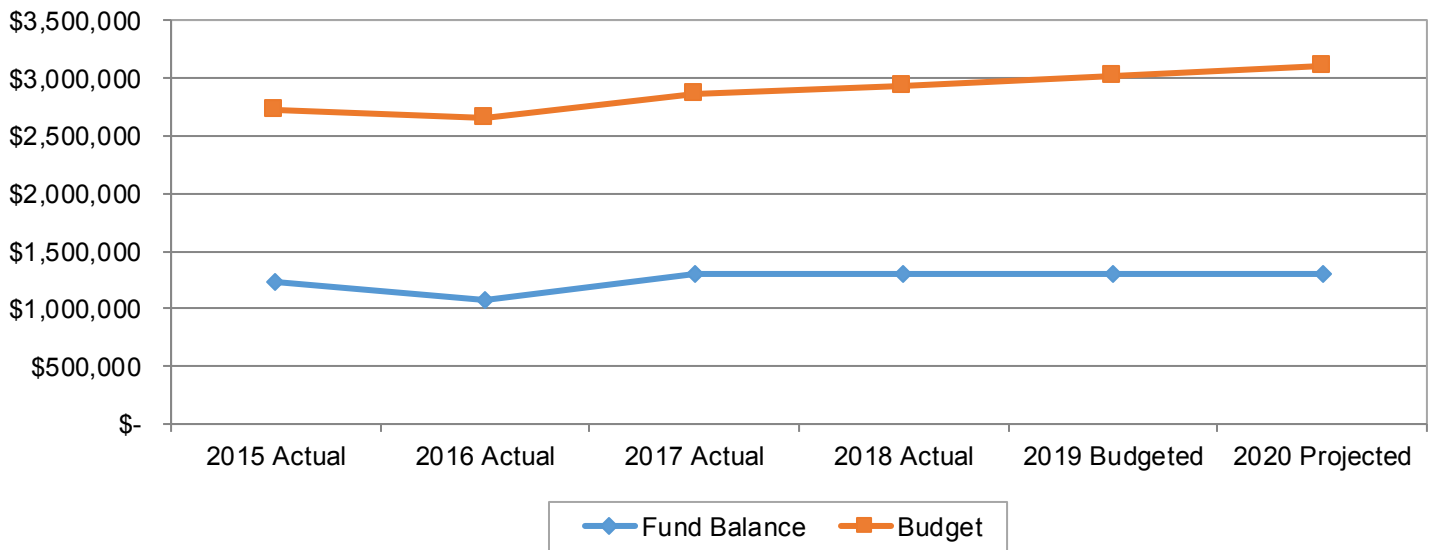
## General Fund Summary

2020 General Fund Summary Budget					
	2018	Budget 2019	2020	Increase/ (Decrease)	Percent Change
<b>Revenues</b>					
Taxes	\$ 2,558,909	\$ 2,656,535	\$ 2,816,381	\$ 159,845	6.02%
Licenses and permits	160,810	165,070	169,458	4,388	2.66%
Intergovernmental	72,216	16,000	16,000	-	0.00%
Charges for services	63,930	41,150	41,150	-	0.00%
Fines and forfeitures	47,740	47,740	47,740	-	0.00%
Special assessments	-	-	-	-	0.00%
Interest on investments	5,520	5,000	5,000	-	0.00%
Miscellaneous	10,940	6,000	6,000	-	0.00%
Transfers in	-	-	-	-	0.00%
<b>Total Revenues</b>	<b>\$ 2,920,065</b>	<b>\$ 2,937,495</b>	<b>\$ 3,101,728</b>	<b>\$ 164,233</b>	<b>5.59%</b>
	2018	Budget 2019	2020	Increase/ (Decrease)	Percent Change
<b>Expenditures</b>					
Mayor and City Council	\$ 29,302	\$ 23,056	\$ 23,235	\$ 179	0.78%
Financial administration	409,488	426,685	448,743	22,058	5.17%
Election	3,330	4,250	6,050	1,800	42.35%
Planning and zoning	30,251	30,320	31,110	789	2.60%
Water resource	8,520	8,520	8,520	-	0.00%
General government buildings	36,407	42,104	48,593	6,489	15.41%
Legal services	42,390	40,382	42,548	2,166	5.36%
Police	1,121,700	1,122,371	1,148,183	25,812	2.30%
Fire	358,649	392,731	404,513	11,782	3.00%
Building inspection	104,100	111,878	118,101	6,223	5.56%
Animal control	-	-	-	-	0.00%
Streets	582,118	571,649	641,838	70,189	12.28%
Street lighting	2,830	2,915	3,002	87	3.00%
Recycling	51,500	51,500	51,500	-	0.00%
Parks	18,960	20,082	20,792	710	3.53%
Capital outlay - General government	21,120	20,000	30,000	10,000	50.00%
Capital outlay - public safety	430	430	-	(430)	-100.00%
Capital outlay - public works	7,210	-	-	-	0.00%
Transfer out	108,950	68,623	75,000	6,377	9.29%
<b>Total Expenditures</b>	<b>2,937,255</b>	<b>2,937,495</b>	<b>3,101,728</b>	<b>164,233</b>	<b>5.59%</b>
<b>Excess (Deficient) Revenue</b>	<b>(17,190)</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Other Financing Sources</b>					
Sale of capital assets	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Change</b>	<b>\$ (17,190)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

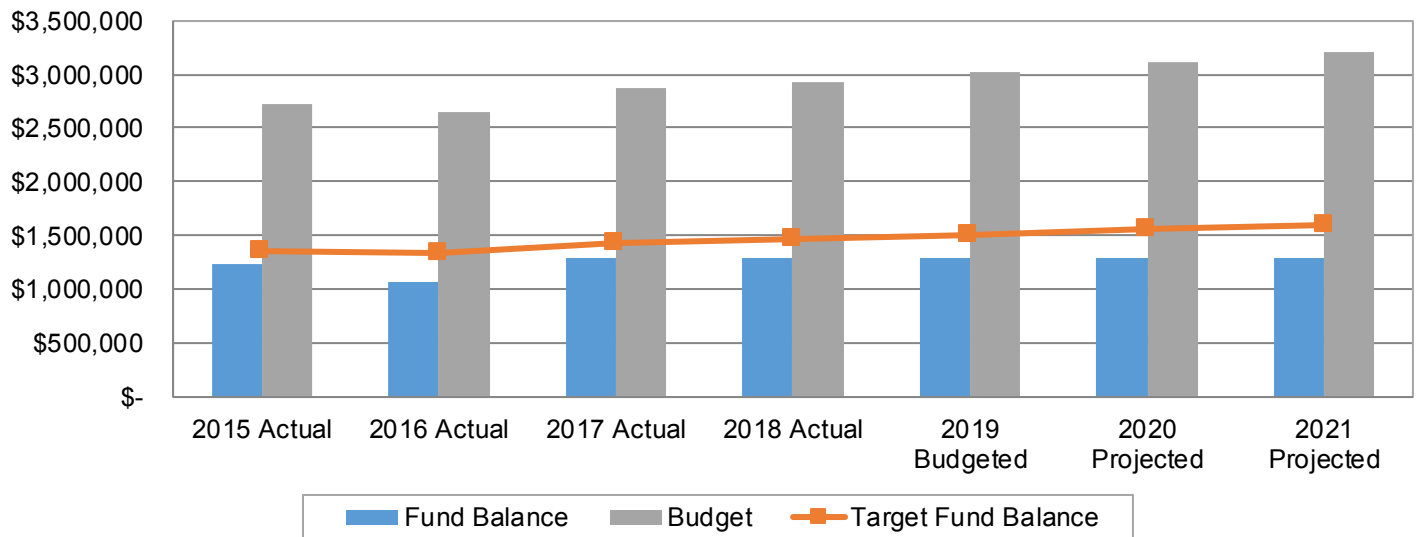
## General Fund Balance

The City has built a healthy fund balance which can contribute to a positive bond rating and mitigates the potential for needing short term borrowing. It will be important to continue to maintain reserve levels at 40 to 50 percent. A summary of the general fund balance history and 2019 budget is as follows. It should be noted that the future projections assume a 3% increase in expenses and a breakeven budget which results in the City eroding reserves levels when viewed as a percent of expenditures.

Year	Fund Balance December 31	General Fund Budget	Percent of Fund Balance to Budget
2015 Actual	\$ 1,240,733	\$ 2,725,126	45.5%
2016 Actual	1,068,422	2,655,366	40.2%
2017 Actual	1,294,566	2,873,565	45.1%
2018 Actual	1,294,566	2,934,508	44.1%
2019 Budgeted	1,294,566	3,022,544	42.8%
2020 Projected	1,294,566	3,113,220	41.6%
2021 Projected	1,294,566	3,206,617	40.4%



## General Fund Balance as a Percentage of Expenditures



## Pioneer/Sarah Watershed Summary

### Pioneer/Sarah Watershed

Account	Description	Actual			7/31/2019		Budget	
		2015	2016	2017	2018	2017	2018	2019
200-31010	Ad Valorem Taxes	\$ 60,641	\$ 63,068	\$ 60,612	\$ 32,760	\$ 60,850	\$ 61,350	\$ 63,170
200-31020	Delinquent Taxes	-	-	-	-	-	-	-
200-31040	Fiscal Disparities	-	2,085	2,193	-	3,160	3,160	3,160
200-34103	Zoning/Subdivision Fee	-	-	-	-	-	-	-
200-34108	Administrative Charges/Reimbursements	166	500	-	-	-	-	-
200-36210	Interest Earnings	211	302	548	279	-	-	-
200-36230	Misc. Revenue/Refunds	-	-	-	-	-	-	-
200-36261	Event Revenues	-	-	-	-	-	-	-
	<b>Total Revenues</b>	<b>61,017</b>	<b>65,955</b>	<b>63,353</b>	<b>33,038</b>	<b>64,010</b>	<b>64,510</b>	<b>66,330</b>
200-41920-303	Engineering	\$ -	\$ 120	\$ -	\$ -	\$ -	\$ -	\$ -
200-41920-309	Pioneer-Sarah Watershed Comm.	50,445	50,440	48,038	24,750	49,000	49,500	50,000
200-41920-310	Other Consulting Fees	3,196	-	97	24,750	1,090	1,090	1,090
200-41920-320	Water Resource Staff	552	4,105	9,749	3,107	2,180	2,180	3,500
200-41920-350	Printing&Publications-(Legals)	-	-	-	-	810	810	810
200-41920-433	Misc. Dues/Fees	515	515	1,030	530	-	-	-
200-41920-540	Capital Outlay (Mtg Grant Fnd)	-	-	-	-	-	-	-
200-41920-570	Capital Outlay (Project Cost)	5,154	280	280	-	10,930	10,930	10,930
	<b>Total Expenses</b>	<b>59,863</b>	<b>55,459</b>	<b>59,195</b>	<b>53,138</b>	<b>64,010</b>	<b>64,510</b>	<b>66,330</b>
	Change in Fund Balance	\$ 1,155	\$ 10,496	\$ 4,159	\$ (20,099)	\$ -	\$ -	\$ -

## Capital Planning

### Public Works Equipment Fund

City Staff has reviewed the existing capital needs of the department and determined the following represent anticipated expenditures over the next seven years.

City of Independence, Minnesota  
Capital Improvement Plan - Public Works Equipment Fund 403  
Schedule of Planned Capital Outlay 2018 to 2027

				2020	2021	2022	2023	2024	2025	2026	2027
Department	Year to Replace	Item	Cost	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Public works	2028	Hot Mix Patching Roll-off	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public works	2019	(5) 800 MHz Radios	15,000	-	-	-	-	-	-	-	-
Public works	2024	Road Side Mower (Replacement)	11,000	-	-	-	-	11,000	-	-	-
Public works	NA	Road Packer	-	-	-	-	-	-	-	-	-
Public works	2024	Tractor & Loader	100,000	-	-	-	-	100,000	-	-	-
Public works	2020	Tandem	250,000	250,000	-	-	-	-	-	-	-
Public works	NA	Tanks for Tandem	4,422	-	-	-	-	-	-	-	-
Public works	2018	Shop Sweeper	5,000	-	-	-	-	-	-	-	-
Public works	NA	Trailer	-	-	-	-	-	-	-	-	-
Public works	2021	S-10 Pickup (Replace with 3/4 Ton)	35,000	-	35,000	-	-	-	-	-	-
Public works	2027	Lawn Mower	30,000	-	-	-	-	-	-	-	30,000
Public works	2032	Grader	150,000	-	-	-	-	-	-	-	-
Public works	2030	Generator	50,000	-	-	-	-	-	-	-	-
Public works	2032	Pay Loader	150,000	-	-	-	-	-	-	-	-
Public works	2025	New Truck Single Axel	200,000	-	-	-	-	-	200,000	-	-
Public works	2029	Single Axel	200,000	-	-	-	-	-	-	-	-
				\$250,000	\$ 35,000	\$ -	\$ -	\$111,000	\$200,000	\$ -	\$ 30,000

City Staff created a cash flow analysis for the Public Works Equipment Fund for the next seven years.

City of Independence, Minnesota  
Cash Flow - Public Works Equipment Fund 403

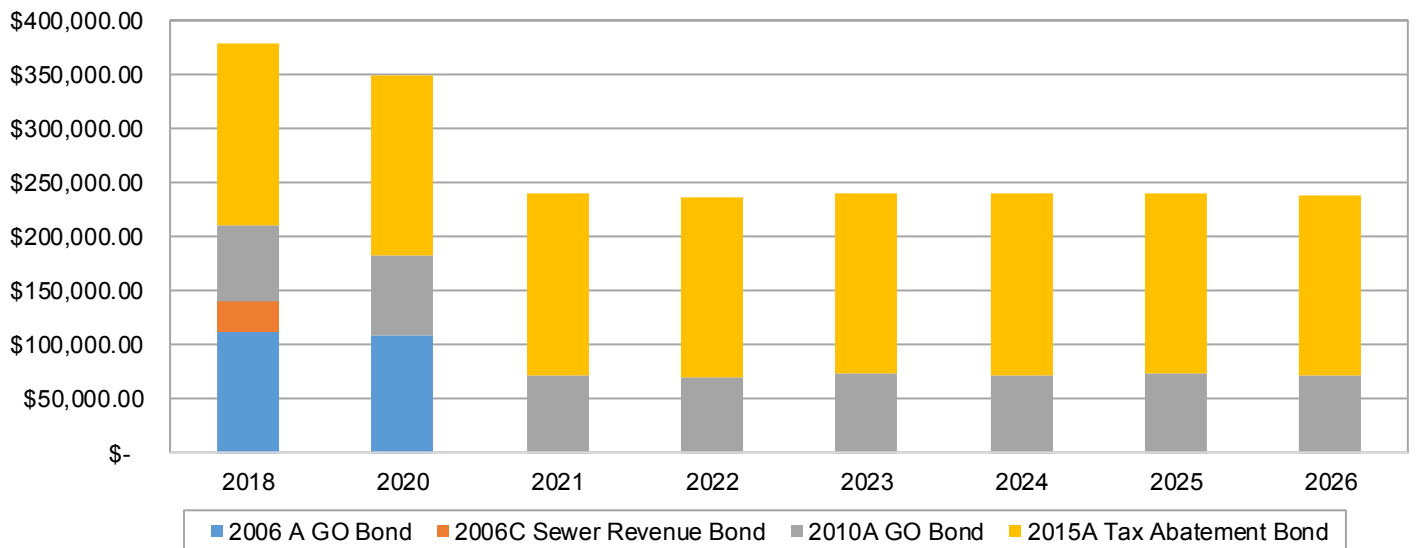
	2020*	2021	2022	2023	2024	2025	2026	2027
Beginning Balance	\$202,218	\$ 27,218	\$ 52,218	\$112,218	\$172,218	\$121,218	\$ (18,782)	\$ 41,218
Revenues	75,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Expenditures	250,000	35,000	-	-	111,000	200,000	-	30,000
Ending Balance	\$ 27,218	\$ 52,218	\$112,218	\$172,218	\$121,218	\$ (18,782)	\$ 41,218	\$ 71,218

## Debt Schedule

### City of Independence

#### Bond Payment Schedule

Fund	Maturity Date		Total Remaining	2018	2019	2020	2021	2022	2023	2024	2025	2026
309 2006A GO Capital Improvement Bonds	12/1/2020	Principal	315,000	100,000	110,000	105,000						
309 2006A GO Capital Improvement Bonds	12/1/2020	Interest	25,400	12,600	8,600	4,200						
		Total	451,800	112,600	118,600	109,200	-	-	-	-	-	-
602 2006C GO Sewer Revenue Bond	2/1/2019	Principal	50,000	25,000	25,000							
602 2006C GO Sewer Revenue Bond	2/1/2019	Interest	2,250	1,688	563							
		Total	74,935	26,688	25,563	-	-	-	-	-	-	-
602 2010A GO Improvement	2/1/2026	Principal	560,000	55,000	55,000	60,000	60,000	60,000	65,000	65,000	70,000	70,000
602 2010A GO Improvement	2/1/2026	Interest	85,350	16,514	15,111	13,530	11,775	9,915	7,929	5,816	3,570	1,190
		Total	718,156	71,514	70,111	73,530	71,775	69,915	72,929	70,816	73,570	71,190
314 2015A GO Tax Abatement Bond	2/1/2026	Principal	1,370,000	140,000	145,000	145,000	150,000	150,000	155,000	160,000	160,000	165,000
314 2015A GO Tax Abatement Bond	2/1/2026	Interest	136,006	27,213	24,363	21,463	18,513	15,513	12,463	9,113	5,513	1,856
		Total	1,690,426	167,213	169,363	166,463	168,513	165,513	167,463	169,113	165,513	166,856



*Administrative Fund*

City Staff has reviewed the existing capital needs for improvements to City Hall and determined the following represent the anticipated expenditures over the next two years.

City of Independence, Minnesota  
Capital Improvement Plan - Administrative Fund 404  
Schedule of Planned Capital Outlay 2020 to 2021

Department	Year	Item	Cost	2020	2021
				Estimated Amounts	Estimated Amounts
General government	2014	City Hall Addition - Council Chambers	\$ -	\$ -	\$ -
General government	2021	Office Equipment - Furnishing	5,000	\$ -	5,000
General government	2021	Paint Exterior	27,500	\$ -	27,500
General government	2025	Refurbish Sole House	10,000	\$ -	-
General government	2016	City Hall Parking Lot (paid by 2015 bond)	67,000	\$ -	-
General government	2021	City Hall Carpet	20,000	\$ -	20,000
General government	2021	Air Conditioner	32,500	-	32,500
				<u>\$ -</u>	<u>\$85,000</u>



City of Independence  
2019 Budget

Account	Description	Final	8/31/2019		Budget		Comments/ % Change	
		2016	2017	2018	2019	2019		2020
<b>Taxes</b>								
100-31010	AD VALOREM TAXES	\$ 2,131,543	\$ 2,277,890	\$ 2,443,587	\$ 1,352,547	\$ 2,466,755	\$ 2,548,448	5.63%
100-31030	BONDS & INTEREST	2,296	-	-	-	-	-	0.00%
100-31040	FISCAL DISPARITIES	77,821	83,067	90,469	-	92,154	108,087	15.16%
<b>Total Taxes</b>		2,211,660	2,360,957	2,534,056	1,352,547	2,558,909	2,656,535	6.02%
<b>Licenses and permits</b>								
100-32100	BUSINESS LICENSES	17,400	17,200	17,592	\$ 17,780	13,240	13,240	0.00%
100-32210	BUILDING PERMIT	155,824	224,483	166,031	94,742	142,000	146,280	3.00%
100-32211	PLAN REVIEW	-	-	-	26,826	-	-	0.00%
100-32240	ANIMAL LICENSES	500	775	460	420	570	570	0.00%
100-32250	MISC. LICENSES & PERMITS	7,415	3,560	4,086	4,490	5,000	5,000	0.00% to bring in line with past actuals
<b>Total Licenses and Permits</b>		181,139	246,018	188,169	144,258	160,810	165,070	2.66%
<b>Intergovernmental</b>								
100-33400	STATE GRANT	962	39,716	39,716	\$ -	39,716	-	0.00% 2017 & 2018
100-33401	LOCAL GOVERNMENT AID	24,130	18,118	18,367	535	9,000	8,000	0.00% MV Ag Credit
100-33402	PROPERTY TAX CREDITS (HACA)	-	-	-	-	-	-	0.00%
100-33403	MISC. TAX CREDITS	139	-	-	-	-	-	0.00%
100-33610	CTY. GRANTS & AID (STREETS)	-	14,712	14,524	-	14,500	-	0.00% Not confirmed?
100-33620	COUNTY GRANTS & AID (OTHER)	21,081	11,678	9,966	8,270	9,000	8,000	0.00% Recycling Grant
100-33630	C.D.B.G./MISC. CREDIT	-	-	-	-	-	-	0.00%
<b>Total Intergovernmental</b>		46,311	84,224	82,573	8,805	72,216	16,000	0.00%
<b>Charges for Services</b>								
100-34103	ZONING/SUBDIVISION FEE	(14,119)	6,550	10,500	\$ 5,075	18,540	12,000	0.00% Combined with 100-34307
100-34104	WATER RESOURCE FEES	-	100	2,000	3,500	-	-	0.00%
100-34105	SALE-MAPS,PUBLICATION,COPIES	20	241	-	-	100	-	0.00%
100-34107	ASSESSMENT SEARCH FEES	25	-	275	125	150	150	0.00%
100-34108	ADMINISTRATIVE CHARGES/REIMBUR	42,941	24,308	30,719	6,639	29,520	28,000	0.00% Vinland Police/Fire Contract not included before
100-34305	PUBLIC WORKS REIMBURSEMENTS	1,170	630	732	44	570	600	0.00%
100-34306	BUILDING INSPECTIONS REIMBURSE	-	395	62	58	1,100	400	0.00%
100-34307	PLANNING/ZONING REIMB. DEVL.	6,338	2,130	1,500	-	10,610	-	0.00% Move to 100-34103 in 2019
100-34308	LEGAL FEE/ REIMB. DEV.	-	-	-	-	570	-	0.00% Move to 100-34108
100-34309	ENG. FEE/ REIMB. DEV.	-	-	-	-	2,770	-	0.00% Move to 100-34108
100-36242	PARK RENTAL FEE	900	-	-	-	-	-	0.00%
100-34310	MINNEHAHA WATERSHED REIMBURSEMENT	-	-	-	-	-	-	0.00%
<b>Total Charges for Services</b>		37,275	34,355	45,787	15,442	63,930	41,150	0.00%
<b>Fines and Forfeitures</b>								
100-35000	COURT FINES/DOG IMPOUNDING	54,637	48,421	46,593	29,111	47,740	47,740	0.00% reflects past actual
<b>Total Fines and Forfeitures</b>		54,637	48,421	46,593	29,111	47,740	47,740	0.00%
<b>Special Assessments</b>								
100-36100	SPECIAL ASSESS/INT (CTY. PYMT	2,748	-	6,374	-	-	-	0.00%
<b>Total Special Assessments</b>		2,748	-	6,374	-	-	-	0.00%
<b>Interest on Investments</b>								
100-36210	INTEREST EARNINGS	\$ 5,429	\$ 4,347	7,445	3,969	\$ 5,520	\$ 5,000	0.00%
<b>Total Interest on Investments</b>		5,429	4,347	7,445	3,969	5,520	5,000	0.00%
<b>Miscellaneous</b>								
100-36220	INSURANCE PREMIUM REFUND	6,618	2,321	1,327	\$ 43	3,870	3,500	0.00%
100-36230	MISC. CONTRIB./REFUND	677	27,439	939	2,396	570	500	0.00%
100-36231	DONATIONS	-	-	4,550	-	4,500	-	0.00% Donations
100-36240	COMMUNITY CENTER REVENUES	2,055	1,350	1,500	350	2,000	2,000	0.00%
100-36242	PARK RENTAL FEE	-	500	500	500	-	-	0.00%
100-36250	SALES TAX (COLLECTED)	(47)	-	(45)	-	-	-	0.00%
100-36260	FESTIVAL REVENUES	-	-	-	-	-	-	0.00% No Festivals
100-36261	EVENT REVENUES	4,314	-	-	-	-	-	0.00% Clean up day - move to directly offset expenses
100-39102	COMPENSATION FOR LOSS OF GEN	-	-	-	-	-	-	0.00%
100-39900	PROCEEDS FROM LEASE	-	15,508	-	-	-	-	0.00%
<b>Total Miscellaneous</b>		13,616	47,118	8,771	3,289	10,940	6,000	0.00%
<b>Transfers</b>								
100-39200	Transfer in	-	-	-	-	-	-	0.00%
<b>Total Transfers</b>		-	-	-	-	-	-	0.00%
<b>Total</b>		2,552,815	2,825,440	2,919,767	1,557,421	2,920,065	2,937,495	5.59%

City of Independence  
2019 Budget

Account	Description	Final		8/31/2019		Budget		Comments/ % Change
Mayor and Council		2016	2017	2018	2019	2019	2020	
100-41000-100	MAYOR'S SALARY	3,000	3,000	3,000	1,500	3,000	3,000	0.00% Per Salary Schedule
100-41000-103	COUNCIL SALARIES	7,650	7,200	6,784	3,600	7,200	7,200	0.00% Per Salary Schedule
100-41000-122	FICA(6.2) MEDICARE (1.45)	780	780		390	780	780	0.00% Per Salary Schedule
100-41000-321	COMMUNICATIONS	3,000		-	-	-	-	0.00%
100-41000-331	CONFERENCE & TRAVEL	7,034	7,649	18,554	4,403	15,520	9,000	0.00%
100-41000-360	WORKERS COMP INSURANCE	939	1,080		922	-	-	0.00% No Workers Comp Breakdown for Council
100-41000-361	INSURANCE	-	-	1,128	1,297	1,195	1,375	15.01% Per LMCIT - Expect 2-6%
100-41000-405	MISCELLANEOUS	134	60		225	230	230	0.00%
100-41000-433	DUES & SUBSCRIPTIONS	1,059	1,309	109	248	1,650	1,650	0.00%
Total Mayor and Council		23,596	21,078	30,355	11,663	23,052	23,235	0.78%
Election								
100-41410-102	ELECTION OFFICIAL'S WAGES (PT)	3,475	885	2,553	-	1,550	1,500	0.00%
100-41410-210	OPERATING SUPPLIES/MTN EQUIP	1,199	963	1,081	-	720	1,000	0.00%
100-41410-350	PRINTING & PUBLICATIONS	69	730	2,143	-	-	750	0.00%
100-41410-351	BALLOT PRINTING	-	-	-	-	-	-	0.00%
100-41410-405	MISCELLANEOUS	1,415	918	1,176	-	1,060	2,800	180.00%
Total Election		6,158	3,515	6,952	-	3,330	6,050	42.35%
Financial Administration								
100-41500-101	WAGES (FULL-TIME)	\$ 40,973	\$ 42,402	\$ 45,796	\$ 27,347	\$ 44,500	\$ 49,824	5.06% Per Salary Schedule
100-41500-102	WAGES (PART-TIME)	25,052	26,409	35,093	21,627	34,130	35,855	5.01% Per Salary Schedule
100-41500-103	WAGES (TEMPORARY HELP)	-	-	-	-	-	-	0.00% Per Salary Schedule
100-41500-121	PERA	5,526	5,164	6,241	3,967	5,900	6,426	5.04% Per Salary Schedule
100-41500-122	FICA/MEDICARE	6,372	4,469	6,364	4,030	6,020	6,554	5.04% Per Salary Schedule
100-41500-131	CITY PAID BENEFIT ALLOWANCE-L	6,313	10,433	24,202	17,183	23,920	24,398	2.61% Per Salary Schedule
100-41500-133	COBRA EMPLOYEE INSURANCE	-	-	-	-	-	-	0.00%
100-41500-200	OFFICE SUPPLIES	3,950	4,396	5,182	3,808	4,370	4,635	3.00%
100-41500-301	AUDITING FEES	28,430	10,090	10,270	10,270	12,000	10,578	3.00% 2018 contract rate with 3% increase
100-41500-305	CPA FEES	58,356	74,244	75,266	46,296	64,000	68,180	3.00% Contract fee for 2019 (AEM FS \$62,000; AEM WS \$5,580+3% (Contract up 1
100-41500-302	ADMINISTRATION CONSULTING	-	-	-	71,332	-	93,536	5.00% 5% increase, moved from 100-41500-310
100-41500-310	OTHER CONSULTING EXPENSE	55,390	84,032	107,153	(6,414)	101,960	15,000	36.33% includes comp plan (\$15,000), moved administrator fee to 100-41500-302
100-41500-313	UNCOLLECTED PROJECT EXPENSES	-	-	32,115	2,778	-	20,450	0.00% Per Contract - through 2020
100-41500-315	ASSESSOR'S FEE	57,654	60,000	62,000	-	61,800	61,800	3.00% Per Contract - through 2020
100-41500-321	COMMUNICATIONS	4,675	3,755	5,769	3,413	3,830	3,976	3.00% Frontier (\$415), ADP (\$40)
100-41500-322	POSTAGE	286	824	1,528	904	1,650	1,700	3.00%
100-41500-330	TRANSPORTATION	-	-	-	-	-	-	0.00%
100-41500-331	TRAVEL & CONFERENCE EXPENSE	666	1,428	1,323	440	1,600	1,600	3.00%
100-41500-350	PRINTING&PUBLICATIONS-(LEGALS)	12,613	8,544	13,079	9,204	13,000	13,390	3.00% Bring in line with past actuals
100-41500-360	WORKERS COMP INSURANCE	9,418	7,302	7,941	7,263	8,098	8,576	8.00% Per LMCIT - expect increase between 4-8%
100-41500-361	INSURANCE	-	-	1,325	1,342	-	1,404	6.00% Per LMCIT - Expect 2-6%
100-41500-404	MAINT.&REPAIR EQUIP.(CONTRACT	1,273	2,705	175	-	4,240	4,240	3.00%
100-41500-405	MISCELLANEOUS	1,340	1,522	1,505	1,281	1,090	1,545	3.00%
100-41500-433	DUES & SUBSCRIPTIONS	10,128	8,210	4,192	2,203	6,230	9,279	3.00% MCFOA (\$40), Code Red (\$2,000), NW Henn League (\$200), Sensible
100-41500-602	LEASE/PURCHASE (COPIER)	9,041	6,454	3,764	2,647	8,740	4,048	3.00% Copier \$279*12, Pitney Bowes \$175*4
100-49000-720	TRANSFERS OUT	-	-	-	-	-	-	0.00%
100-49000-800	CONTINGENCY	-	-	-	-	-	-	0.00%
100-49240-375	CLAIM DEDUCTIBLE	-	-	-	-	560	577	3.00%
100-49240-620	AGENCY FEES	1,700	1,700	2,000	-	1,850	2,060	3.00%
100-49300-720	TRANSFER OUT	-	-	48,950	-	48,950	-	0.00%
Total Financial Administration		339,155	364,084	501,234	230,921	458,438	448,743	5.17%
Capital Outlay - General Government								
100-41500-580	CAPITAL OUTLAY (OFFICE EQUIP	-	-	1,841	11,156	560	20,000	50.00% Contingency
100-41500-570	CAPITAL OUTLAY (COMPUTER EQUIP	950	15,508	-	183	560	-	0.00% Combining
100-41940-510	C.O. (LAND AND BUILDING)	1,662	28,819	4,610	120	20,000	-	0.00%
Total Capital Outlay - General Government		2,612	44,327	6,451	11,459	21,120	30,000	50.00%
Legal Services								
100-41600-304	CIVIL, LEGAL (K&G)	\$ 41,781	\$ 48,689	19,733	6,107	16,390	\$ 17,388	3.00%
100-41600-306	PROSECUTION (C&C)	23,795	16,812	19,215	9,522	24,500	22,660	3.00% Bring in line with past actuals - average of last 4 year
100-41600-312	CODIFICATION OF ORDINANCES	-	-	2,330	2,048	1,500	2,500	66.67%
100-41600-405	MISC.	-	-	-	-	-	-	0.00%
Total Legal Services		65,576	65,501	41,277	17,676	42,390	42,548	5.36%
Planning and Zoning								
100-41900-307	PLANNER CONSULTING	25,590	24,064	26,460	17,827	23,880	25,074	5.00% 5% increase per contract
100-41900-311	WATER RESOURCE STAFF FEE	-	551	-	-	-	-	0.00%
100-41900-360	WORKERS COMP INSURANCE	5,538	5,498	-	-	6,371	-	0.00% Moved to Gen Insurance
100-41900-361	INSURANCE	-	-	4,949	4,511	-	5,246	-8.85% Per LMCIT - Expect 2-6%
100-41900-405	MISC.	-	-	84	-	-	-	0.00%
Total Planning and Zoning		31,128	30,113	31,493	22,338	30,251	31,110	2.60%

City of Independence  
2019 Budget

Account	Description	Final	8/31/2019				Budget		Comments/ % Change	
		2016	2017	2018	2019	2018	2019	2020		
<b>Water Resource</b>										
100-41920-311	WATER RESOURCE STAFF FEE	-	-	-	-	1,090	1,090	1,090	0.00%	
100-41920-330	TRANSPORTATION	-	-	-	-	-	-	-	0.00%	
100-41920-320	WATER RESOURCE STAFF	6,802	1,628	(1,005)	305	7,430	7,430	7,430	0.00%	
100-41920-331	OTHER CONSULTING FEES (PS)	114	-	-	-	-	-	-	0.00%	
<b>Total Water Resource</b>		6,916	1,628	(1,005)	305	8,520	8,520	8,520	0.00%	
<b>General Government Buildings</b>										
100-41940-321	COMMUNICATIONS	7,167	12,225	10,584	5,514	8,300	13,534	13,534	0.00% (\$110/mo). Misc other costs \$3,000	
100-41940-350	ADVERTISING (COMM. CENTER)	25	-	-	-	-	-	-	0.00%	
100-41940-360	WORKERS COMP INSURANCE	2,111	2,253	-	-	2,427	-	-	0.00% Moved to Gen Insurance	
100-41940-361	INSURANCE	-	-	2,317	3,377	-	2,456	3,580	45.77% Per LMCIT - Expect 2-6%	
100-41940-380	UTILITIES (NSP,GAS,LINEN)	8,435	2,814	8,632	6,240	12,000	12,000	12,000	0.00% Bring in line with past actuals	
100-41940-384	GARBAGE PICK-UP	1,026	1,240	1,266	864	1,190	1,270	1,270	0.00% \$105/mo	
100-41940-401	MAINT.&REPAIR BLD	13,644	10,301	11,467	5,922	11,800	12,154	12,519	3.00%	
100-41940-402	MUSEUM	-	-	-	-	150	150	150	0.00%	
100-41940-403	GROUND MAINTENANCE	149	-	-	312	540	540	540	0.00%	
100-41940-404	SNOW REMOVAL	-	-	-	-	-	-	-	0.00%	
100-41940-405	MISCELLANEOUS	3,435	4,845	4,223	3,987	-	-	5,000	0.00% Ameripride - Mats for City Hal	
<b>Total General Government Buildings</b>		35,991	33,677	38,490	26,217	36,407	42,104	48,593	15.41%	
<b>Police</b>										
100-42400-301	AUDITING FEES	\$ -	\$ -	-	-	\$ -	\$ -	-	0.00%	
100-42000-405	MISCELLANEOUS	-	1,121	-	-	1,190	1,190	\$ 1,190	0.00% Cornerhouse	
100-42000-440	CONTRACT	1,132,960	1,089,403	1,114,388	735,713	1,118,860	1,119,531	\$ 1,145,343	2.31% Increase -- 1,145,343 - new contract	
100-42000-441	ROOM & BOARD	-	-	-	-	-	\$ -	-	0.00%	
100-42000-442	PRISONER BOOKING	2,916	1,030	920	2,793	1,650	1,650	\$ 1,650	0.00%	
100-42000-461	BUILDING CODE SURCHARGE	-	-	-	-	-	-	-	0.00%	
<b>Total Police</b>		1,135,875	1,091,554	1,115,308	738,506	1,121,700	1,122,371	1,148,183	2.30%	
<b>Fire</b>										
100-42000-450	FIRE PROTECTION	331,359	332,979	356,229	257,165	358,649	392,731	404,513	3.00% Loretto - 94564.12,MP-	
<b>Total Fire</b>		331,359	332,979	356,229	257,165	358,649	392,731	404,513	3.00%	
<b>Animal Control</b>										
100-42000-470	ANIMAL CONTROL	-	-	-	-	-	-	-	0.00%	
<b>Total Animal Control</b>		-	-	-	-	-	-	-	0.00%	
<b>Building Inspector</b>										
100-42400-101	WAGES (FULL-TIME)	74,283	75,417	73,670	48,582	70,580	75,008	78,803	5.06% Per Salary Schedule	
100-42400-104	WAGES- (TEMP HELP)	151	443	-	-	430	-	-	0.00% Per Salary Schedule	
100-42400-121	PERA	4,656	5,604	5,649	3,934	5,290	5,626	5,910	5.06% Per Salary Schedule	
100-42400-122	FICA/MEDICARE	6,370	4,677	5,759	3,988	5,400	5,738	6,028	5.05% Per Salary Schedule	
100-42400-131	CITY PAID BENEFIT ALLOWANCE-LI	8,416	14,936	13,969	10,493	14,800	15,092	15,545	3.00% Per Salary Schedule	
100-42400-200	OFFICE SUPPLIES	258	941	322	33	280	700	700	0.00%	
100-42400-212	VEHICLE OPER.SUPPLIES(FUEL,ETC	631	710	760	402	480	800	800	0.00%	
100-42400-310	OTHER CONSULTING EXPENSE	-	284	1,334	279	150	500	500	0.00%	
100-42400-321	COMMUNICATIONS	2,084	1,650	1,764	1,057	1,650	1,957	2,016	3.00% Frontier (\$110/mo), Cell phone (\$40/mo)	
100-42400-331	CONFERENCE & TRAVEL	955	265	819	1,563	1,030	1,400	2,500	78.57%	
100-42400-360	WORKERS COMP INSURANCE	3,369	3,136	3,176	2,905	3,710	3,430	3,533	2.99% Per LMCIT - expect increase between 4-8%	
100-42400-361	INSURANCE	-	-	1,251	1,451	-	1,326	1,366	2.98% Per LMCIT - Expect 2-6%	
100-42400-405	MISCELLANEOUS	-	-	-	-	-	-	-	0.00%	
100-42400-433	DUES & SUBSCRIPTIONS	95	644	550	155	300	300	400	33.33%	
<b>Total Building Inspector</b>		101,268	108,707	109,023	74,843	104,100	111,878	118,101	5.56%	
<b>Capital Outlay - Public Safety</b>										
100-42400-570	CAPITAL OUTLAY ( EQUIP PURCHA	-	1,297	-	-	430	430	-	-100.00% DNU	
100-42000-570	C. O.	-	-	-	-	-	-	-	0.00%	
<b>Total Capital Outlay - Public Safety</b>		-	1,297	-	-	430	430	-	-100.00%	

City of Independence  
2019 Budget

Account	Description	Final		8/31/2019		Budget		Comments/ % Change	
		2016	2017	2018	2019	2018	2019		
<b>Streets</b>									
100-43100-101	WAGES (FULL-TIME)	\$ 160,279	\$ 160,143	165,929	128,556	\$ 154,390	\$ 168,576	\$ 143,830	-14.68% Per Salary Schedule
100-43100-102	WAGES (PART-TIME)	204	204	-	-	-	-	-	0.00% Per Salary Schedule
100-43100-121	PERA	11,896	12,931	13,829	8,219	9,390	12,643	10,787	-14.68% Per Salary Schedule
100-43100-122	FICA/MEDICARE	13,690	10,517	13,223	8,448	9,570	12,896	11,003	-14.68% Per Salary Schedule
100-43100-131	CITY PAID BENEFIT ALLOWANCE	24,951	26,378	35,557	23,250	33,490	34,950	35,999	3.00% Per Salary Schedule
100-43100-210	OPERATING SUPPLIES	95	240	-	33	660	660	660	0.00%
100-43100-212	VEHICLE OPER.SUPPLIES(FUEL,ETC)	14,102	12,190	20,428	16,658	23,180	23,180	23,875	3.00%
100-43100-217	SIGNS	6,082	4,341	5,268	4,045	6,000	4,000	6,500	62.50% Signs being replaced to bring into compliance
100-43100-218	UNIFORMS	2,648	2,441	2,703	2,229	1,700	2,800	2,884	3.00% bring in line with actuals
100-43100-219	CULVERTS	-	4,402	2,499	5,402	5,000	5,000	5,143	3.00%
100-43100-220	MAINT.&REPAIR SUPPLIES (EQUIP.)	23,414	18,681	21,846	20,908	23,000	23,000	23,690	3.00%
100-43100-223	MAINT. & REPAIR SUPPLIES(BLDG.)	4,746	4,090	4,321	3,463	4,780	4,780	4,923	3.00%
100-43100-224	ROAD MAINT-MATERIALS (ON-GOING)	66,680	105,257	118,641	62,252	121,980	70,019	72,120	3.00%
100-43100-225	RD.UPGRADING MAT.(CAP.IMPROVE.)	-	-	-	-	-	-	-	0.00%
100-43100-226	BLACKTOP MATERIAL	12,937	51,797	30,527	38,540	42,440	43,713	45,025	3.00%
100-43100-227	EQUIPMENT CONTRACT HIRE	359	560	-	375	1,030	1,030	1,061	3.00%
100-43100-240	SMALL TOOLS & MINOR EQUIPMENT	203	-	-	-	330	330	340	3.00%
100-43100-301	AUDITING FEES	-	-	-	-	-	-	-	0.00%
100-43100-303	ENGINEERING	1,570	4,541	2,035	1,595	4,370	4,500	9,635	114.11%
100-43100-310	OTHER CONSULTING EXPENSE	-	-	-	-	-	-	-	0.00%
100-43100-321	COMMUNICATIONS (PHONE,E-MAIL)	5,558	5,333	5,865	3,761	4,240	5,603	5,771	3.00% Frontier (\$110), Cell phone (\$80), HC Radio (105), Verizon (\$250)
100-43100-331	TRAVEL,CONF.,EDUC.EXPENSE	1,785	485	600	-	1,060	1,060	1,092	3.00%
100-43100-350	PRINTING & PUBLICATIONS	687	981	-	1,158	330	3,500	3,605	3.00% bring in line with actuals
100-43100-360	WORKERS COMP INSURANCE	14,342	11,512	7,941	7,263	14,798	8,576	8,833	3.00% Per LMCIT - expect increase between 4-8%
100-43100-361	INSURANCE	-	-	6,856	9,442	-	7,267	7,485	3.00% Per LMCIT - Expect 2-6%
100-43100-380	UTILITIES	11,539	7,888	8,386	5,849	9,840	10,135	10,439	3.00%
100-43100-381	STREET LIGHTING	3,926	6,701	4,922	2,420	2,830	2,915	3,002	3.00%
100-43100-384	GARBAGE PICK-UP	280	26	-	-	480	480	494	3.00%
100-43100-402	WEED CONTROL	-	-	-	-	-	3,000	3,090	3.00%
100-43100-405	MISCELLANEOUS	1,206	-	36	56	260	260	268	3.00%
100-43100-403	SEAL COATING	-	-	-	-	-	-	40,000	0.00%
100-43100-404	ROAD TILING	-	-	-	-	-	-	40,000	0.00%
100-43100-407	SNOW REMOVAL-MATERIALS	20,795	27,259	26,977	4,971	27,320	28,140	28,984	3.00%
100-43100-408	DUST CONTROL	64,036	61,200	60,094	61,040	68,960	71,029	73,160	3.00%
100-43100-412	BRUSH & TREE REMOVAL	3,500	2,160	7,565	-	8,000	15,000	15,450	3.00%
100-43100-413	SALES/FUEL TAX & LICENSE	284	10	96	-	520	520	536	3.00%
100-43100-415	SAC CHARGES	-	-	-	-	560	560	577	3.00%
100-43100-420	GOPHER STATE ONE-CALL	1,915	1,375	1,419	848	1,910	1,910	1,967	3.00%
100-43100-430	SAFETY PROGRAM (AWAIR, ETC)	1,207	1,800	2,195	1,800	1,910	1,910	1,967	3.00%
100-43100-433	MEMBERSHIP DUES	687	102	-	-	620	620	639	3.00%
100-43100-720	TRANSFER OUT	100,000	-	60,000	34,312	60,000	68,623	75,000	9.29% 2020 Revenue for PW Capital Fund
Total Streets		571,676	545,545	629,757	459,033	644,948	643,187	719,841	11.92%
<b>Capital Outlay - Public Works</b>									
100-43100-550	C.O. (ROAD IMPROV. - 802)	\$ -	\$ -	-	-	\$ -	\$ -	-	0.00%
100-43100-560	CAPITAL OUTLAY (OFFICE EQUIP.)	-	-	-	-	-	-	-	0.00%
100-43100-570	C.O. (EQUIP. PURCH. -803)	-	7,000	4,611	15,118	7,210	-	-	0.00% radios/hot patch rolloff
100-43100-580	C.O. (PUBLIC WORKS BLD. -801)	-	-	-	-	-	-	-	0.00%
Total Capital Outlay - Public Works		-	7,000	4,611	15,118	7,210	-	-	0.00%
<b>Recycling</b>									
100-43200-383	RECYCLING EXPENSES	52,983	48,874	49,035	29,664	51,500	51,500	51,500	0.00% Approx \$4,080/mo - No increase for 2020 - Randy's Recycling
100-43200-405	MISCELLANEOUS	-	230	-	-	-	-	-	0.00%
100-43200-411	CLEAN-UP DAY	-	905	(133)	215	-	-	-	0.00%
Total Recycling		52,983	50,009	48,901	29,879	51,500	51,500	51,500	0.00%

City of Independence  
2019 Budget

Account	Description	Final		8/31/2019		Budget		Comments/ % Change
		2016	2017	2018	2019	2018	2019	
<b>Park</b>								
100-45100-120	COMMUNITY EVENT CONTRIBUTIONS	4,011	6,158	4,644	3,292	4,200	6,900	0.00% City contribution to Orono Community Center/WeCAN/Delano Sr. Center
100-45100-405	MISCELLANEOUS	-	-	-	-	-	-	0.00%
100-45200-409	YOUTH GROUPS	600	-	-	-	660	660	0.00% Lyndale Lutheran Church
100-45300-210	SUPPLIES & MATERIALS	64	-	1,368	-	1,090	1,090	0.00%
100-45300-220	REPAIRS & MAINTENANCE (MOWING)	6,383	6,902	6,379	7,040	6,020	6,201	3.01%
100-45300-230	EQUIPMENT PURCHASES	1,114	-	-	-	560	560	0.00%
100-45300-310	OTHER CONSULTING EXPENSE	-	-	-	-	560	560	0.00%
100-45300-331	CONFERENCE & TRAVEL	-	-	-	-	-	-	0.00%
100-45300-350	PRINTING&PUBLICATIONS-(LEGALS)	83	-	-	-	-	-	0.00%
100-45300-361	INSURANCE	2,740	2,955	3,039	3,533	4,980	3,222	16.25% Per LMCIT - Expect 2-6%
100-45300-380	UTILITIES/WASTE REMOVAL	1,911	-	-	-	660	660	0.00% Park lighting
100-45300-405	MISCELLANEOUS	-	-	-	-	230	230	0.00%
100-45300-451	FESTIVAL EXPENDITURES	-	-	-	-	-	-	0.00% No City Festivals
<b>Total Park</b>		16,906	16,015	15,430	13,865	18,960	20,082	3.53%
<b>Total</b>		2,725,126	2,717,030	2,934,508	1,908,988	2,937,255	2,937,495	5.59%
<b>Revenues Over (Under) Expenditures</b>		(172,311)	108,410	(14,741)	(351,567)	-	-	-
<b>Other Financing Sources</b>								
100-39101	SALE OF LAND	-	-	-	-	-	-	-
<b>Total Other Financing Sources</b>		-	-	-	-	-	-	-
<b>Net Change in General Fund Fund Balance</b>		\$ (172,311)	\$ 108,410	\$ (14,741)	\$ (351,567)	\$ -	\$ -	-

City of Independence  
Sewer Detail

Account	Description	7/31/2019				Budget			Comments
		2016	2017	2018	2019	2018	2019	2020	
Revenues									
602-31010	AD VALOREM TAXES	\$ 15,010	\$ 13,652	\$ 12,296	\$ 7,979	\$ 12,296	\$ 15,957	\$ 15,957	
602-34108	ADMINISTRATIVE CHARGES	-	175	-	-	-	-	-	
602-34401	SEWER CONNECTION	2,485	2,485	2,485	3,860	-	13,200	-	
602-34408	USER AVAIL. CHG.	2,647	3,041	9,642	7,426	11,970	-	13,200	
602-36100	SPECIAL ASSESSMENTS	40,685	34,024	56,640	30,615	-	-	-	
602-36210	INTEREST EARNINGS	270	183	662	74	-	-	-	
602-37200	TRANSFERS IN	-	60,000	-	-	-	-	-	
602-37210	COLLECTION & GRAVITY	149,198	160,429	175,894	97,162	187,632	208,000	237,763	
602-37220	RESIDENTIAL CLUSTER	918	991	-	-	-	-	-	Moved to Collection & Gravity
602-37250	COMMERCIAL	9,528	16,948	23,430	5,421	17,000	17,000	17,000	
602-37270	DELINQUENT UTILITIES	1,651	1,434	496	767	-	-	-	
602-37600	STREET TO HOUSE	-	-	125	-	-	-	-	
Total Revenues		222,393	293,363	281,669	153,304	228,898	254,157	254,157	
Personal Services									
602-49450-101	WAGES (FULL-TIME)	-	60,362	77,309	44,558	60,140	80,022	77,130	
602-49450-121	PERA	4,829	2,895	28,230	3,641	4,960	6,476	5,785	
602-49450-122	FICA/MEDICARE	4,909	3,914	5,744	3,714	5,060	6,606	5,901	
602-49450-131	CITY PAID BENEFIT ALLOWANCE	7,370	8,523	11,833	11,694	24,470	17,809	18,392	
Total Personal Services		17,108	75,695	123,116	63,609	94,630	110,913	70,366	
Supplies									
602-49450-200	OFFICE SUPPLIES	357	-	-	-	-	-	-	
602-49450-210	GENERAL OPERATING SUPPLIES	216	-	670	161	1,090	1,060	1,060	
Total Supplies		573	-	670	161	1,090	1,060	1,060	
Other Services and Charges									
602-49450-301	AUDITING FEES	-	-	-	-	540	-	-	
602-49450-302	PROFESSIONAL SERVICES	1,128	-	-	-	-	-	-	
602-49450-303	ENGINEERING	7,213	263	11,707	2,884	14,420	-	-	
602-49450-304	LEGAL	-	-	-	-	-	-	-	
602-49450-310	OTHER CONSULTING EXPENSE	-	500	-	5,294	-	-	-	
602-49450-331	CONFER.TRAVEL EXP./DUES/SUBSCR	45	125	865	-	810	900	900	
602-49450-375	CLAIM DEDUCTIBLE	-	-	-	-	560	560	560	
602-49450-404	CIVIC MAINT. CONTRACT	667	-	2,212	-	760	-	-	Replaced with Banyon - 602-49450-433
602-49450-405	MISCELLANEOUS	7,500	-	1,388	-	1,650	1,650	1,650	
602-49450-414	METRO COUNCIL-ENVIRON.(SER.CH)	31,265	45,084	38,402	27,649	41,878	42,000	49,000	INCREASED 16% - Will get from Met
602-49450-415	SAC CHARGES	-	2,460	4,920	-	43,710	4,000	4,000	bring in line with actuals
602-49450-417	LICENSES & PERMITS	-	-	400	-	100	100	400	
602-49450-433	DUES & SUBSCRIPTIONS	-	-	795	-	-	795	795	Annual Banyon Fee for UB Module
602-49450-620	AGENCY FEES	450	1,100	1,025	575	1,030	1,030	1,030	
Total Other Services and Charges		48,269	49,531	61,713	36,402	105,458	51,035	58,335	

City of Independence  
Sewer Detail

Account	Description	7/31/2019				Budget			Comments
		2016	2017	2018	2019	2018	2019	2020	
Insurance									
602-49450-360	WORKERS COMP INSURANCE	\$ 2,871	\$ 2,597	\$ 794	726	\$ 3,583	\$ 858	\$ 858	Per LMCIT - expect increase between 4-8% Per LMCIT - Expect 2-6%
602-49450-361	INSURANCE	-	-	2,034	2,000	-	2,156	2,120	
Total Insurance		2,871	2,597	2,828	2,726	3,583	3,014	2,977	
Utilities									
602-49450-380	UTILITIES	24,893	22,381	23,545	15,563	21,860	22,000	22,000	
Total Utilities		24,893	22,381	23,545	15,563	21,860	22,000	22,000	
Repairs and Maintenance									
602-49450-401	MAINT. & REPAIR (BLDGS./SYSTEM)	48,045	49,513	25,105	8,549	21,860	21,860	21,860	
602-49450-560	CAPITAL OUTLAY (COMP.)	-	-	400	-	560	560	560	
Total Repairs and Maintenance		48,045	49,513	25,505	8,549	22,420	22,420	22,420	
Depreciation									
602-49450-416	DEPRECIATION	123,725	127,310	134,443	67,532	131,130	135,064	139,116	
Total Depreciation		123,725	127,310	134,443	67,532	131,130	135,064	139,116	
Capital Outlay									
602-49450-570	CAPITAL OUTLAY (PROJECT COST)	-	37,644	12,802	2,900	57,910	57,910	57,910	
Total Capital Outlay		-	37,644	12,802	2,900	57,910	57,910	57,910	
Debt Service									
602-49450-601	BOND PRINCIPAL	-	75,000	-	80,000	77,250	80,000	60,000	
Total Debt Service		-	75,000	-	80,000	77,250	80,000	60,000	
Interest Expense									
602-49450-611	BOND INTEREST	21,720	20,491	17,193	15,674	21,110	15,674	13,650	
Total Interest Expense		21,720	20,491	17,193	15,674	21,110	15,674	13,530	
Total		\$ 287,203	\$ 460,162	\$ 401,816	\$ 293,116	\$ 536,441	\$ 499,090	\$ 447,774	



**RESOLUTION NO. 19-0917-01**

**RESOLUTION APPROVING 2020 PRELIMINARY PROPERTY TAX  
GENERAL LEVY**

**WHEREAS**, the City of Independence is required by State law to approve a resolution setting forth an annual tax levy to the Hennepin County Auditor; and

**WHEREAS**, Minnesota Statutes require approval of a preliminary property tax levy on or before September 30<sup>th</sup> of each year; and

**BE IT RESOLVED** that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2020 upon the table property in said City of Independence for the following purposes:

	<b><u>2020 Preliminary Budget</u></b>
<b>General Fund</b>	\$ 2,796,381
<b>Debt Service</b>	
2006 GO Capital Improvement Bonds \$110,100	\$ 109,200
2010A GO Improvement Bond, Lindgren Lane	\$ 15,111
2015 GO Tax Abatement Bonds	<u>\$ 166,463</u>
<b>Total Operating Levies</b>	<b><u>\$ 3,087,155</u></b>

**BE IT FURTHER RESOLVED** that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

This resolution was adopted by the City Council of the City of Independence on this 17<sup>th</sup> day of September 2019, by a vote of \_\_\_\_ayes and \_\_\_\_nays.

\_\_\_\_\_  
Marvin Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Mark Kaltsas, City Administrator





**RESOLUTION NO. 19-0917-02**

**RESOLUTION APPROVING THE PRELIMINARY PIONEER SARAH  
CREEK WATERSHED MANAGEMENT COMMISSION  
TAX LEVY FOR THE 2020 BUDGET**

**WHEREAS**, the City of Independence is required by State law to approve a resolution setting forth an annual tax levy to the Hennepin County Auditor; and

**WHEREAS**, Minnesota Statutes require approval of a preliminary property tax levy on or before September 30<sup>th</sup> of each year; and

**BE IT RESOLVED** that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2020 upon the table property in said City of Independence for the following purposes:

<b>Pioneer/Sarah Watershed Commission</b>	<b>\$ <u>66,330</u></b>
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**BE IT FURTHER RESOLVED** that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

This resolution was adopted by the City Council of the City of Independence on this 17<sup>th</sup> day of September 2019, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

\_\_\_\_\_  
Marvin Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Mark Kaltsas, City Administrator

# City of Independence

## Set November City Council Meeting Date(s)

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*To:* City Council  
*From:* Mark Kaltsas, City Administrator  
*Meeting Date:* September 17, 2019

### ***Discussion:***

The first November City Council Meeting (November 5<sup>th</sup>) falls on the same date as the 2019 Election. The City will need to reschedule the Council Meeting. The second November City Council Meeting creates a conflict for the Mayor due to the NLC Conference. As has been done in the past, the City is in a position to hold only one meeting in November. Staff is recommending that the City Council cancel both regularly scheduled meetings in November and hold one meeting. Staff is seeking direction from Council on which of two alternative dates work best?

Monday, November 4<sup>th</sup> or  
Monday, November 18<sup>th</sup>

### ***Council Recommendation:***

Council can consider cancelling both regularly scheduled City Council Meetings and scheduling a City Council Meeting for Monday, November 4<sup>th</sup> or Monday November 18<sup>th</sup> at 6:30 PM.