



CITY COUNCIL MEETING AGENDA
TUESDAY DECEMBER 3, 2019

******SPECIAL MEETING - TRUTH IN TAXATION 6:00 PM******

1. Call to Order
2. Truth in Taxation Hearing.
3. Adjourn.

CITY COUNCIL 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 November 18, 2019 Regular City Council Meeting.
 - b. Approval of Accounts Payable; Checks Numbered 19271-19302.
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. West Hennepin Public Safety Director, Gary Kroells, October 2019 Monthly Report.
8. Consider Adoption of the Final 2019 Tax Levy and General Fund Budget and Associated Actions.
 - a. **RESOLUTION 19-1203-01** – Adopting the 2020 General Fund Budget.
 - b. **RESOLUTION 19-1203-02** – Adopting the 2020 General Tax Levy.

- c. **RESOLUTION 19-1203-03** – Adopting the 2020 Pioneer Sarah Creek Watershed Management Commission Tax Levy.

9. Consider Approval of the City's Local Water Management and Watershed Management Plans.

- a. **RESOLUTION 19-1203-04** – Adopting the 2020 Local Water Management Plan.

- b. **RESOLUTION 19-1203-05** – Adopting the Watershed Management Plan, Third Generation.

10. Open/Misc.

11. Adjourn.

MINUTES OF A REGULAR MEETING OF THE
INDEPENDENCE CITY COUNCIL
MONDAY, NOVEMBER 18, 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 Betts, McCoy and Grotting

ABSENT: Councilor Spencer

STAFF: City Administrator Kaltsas, Assistant to Administrator Horner, City Attorney Vose

VISITORS: Ben Schmidt, Tracey Rust, Curt Walter, Marty Howes, Randy Stinson, Tom Blanck

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 October 15, 2019 Regular City Council Meeting.
- b. Approval of Accounts Payable; Checks Numbered 19196-19270.
- c. 3rd Quarter Financial Report – For Council Information.
- d. Orono Baseball Association – Temporary Gambling Permit.
- e. 2020 Contract for Accounting Services – Abdo Eick & Meyers.
- f. **RESOLUTION 19-1118-01**- Designating City Hall as the Polling Place for the 2020 Elections.
- g. Notice to Initiate Expiration of Agricultural Preserve Status for the Properties Identified by PID No.s 15-118-24-32-0003 and 15-118-24-33-0001.
- h. Approval by City Council to not waive the monetary limits on Tort Liability.
- i. **RESOLUTION 19-1118-02** – Certifying Delinquent Sewer Service Charges.

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

- Pioneer Sarah Creek Watershed Meeting (PSCWMC)
- LICA meeting
- LSIA meeting
- Brennan Slipka Eagle Board Review
- Highway 12 Safety Coalition Meeting
- League of Minnesota Cities Meeting
- Election Canvass Certification

- Planning Commission Meeting

Grotting attended the following meetings:

- Planning Commission Meeting
- Ag Preserve policy with Pagenkopf's
- Representative Dean Phillips meeting and tour
- Highway 12 Safety Coalition meeting
- League of Minnesota Cities Meeting
- Election Canvass Certification
- LMCC quarterly meeting
- Met with Mediacom regarding broadband

McCoy attended the following meetings:

- Haven Homes Advisory Board Meeting
- Highway 12 Safety Coalition Meeting
- Election Canvass Certification
- League of Minnesota Cities meeting
- Orono School play Wizard of Oz

Betts attended the following meetings:

- Highway 12 Coalition Meeting
- Election Canvass Certification
- West Hennepin Chamber of Commerce Meeting

Johnson attended the following meetings:

- Highway 12 Corridor Meeting
- Highway 12 Tour with Representative Dean Phillips
- Census Conference Call
- Regional Conference of Mayors Meeting
- LSIA Annual Meeting
- Retirement Event for Jeanne Cook from Orono Foundation
- Orono School Board Meeting
- Sensible Land Use Committee Meeting
- Community Action Partnership Hennepin County Board Meeting
- CASSIA Fundraiser Event
- Delano School Board Meeting
- Highway 55 Corridor Executive Committee Meeting
- Orono High School Choir Concert
- West Hennepin Chamber of Commerce Meeting
- Northwest League of Minnesota Cities Meeting
- Election Canvass Certification
- League of Metro Cities Meeting
- Planning Commission Meeting

Horner attended the following meetings:

- Election Judge Training

- Ag Preserve meeting with Pagenkop's
- Election
- BKV Architect Meeting
- West Hennepin Chamber of Commerce Meeting

Kaltsas attended the following meetings:

- Met with League of Minnesota Cities Deputy Director

Noted Hakanson Anderson will be out in the community measuring pond outfalls.

7. AT&T (Applicant) requests that the City consider the following action for the property located at 3310 County Line Road, Independence, MN (PID No. 07-118-24-33-0004):

- a. RESOLUTION NO. 19-1118-03 – considering a conditional use permit amendment to allow the colocation of new cellular antennas on the existing wireless tower located on the subject property and a variance to allow a second accessory structure on the property and the reduction of the requisite 40-foot rear yard setback.

Kaltsas said the applicant is seeking an amendment to the existing conditional use permit, site plan approval and variance to allow new antennas and to be located on the existing telecommunications tower and a new accessory structure to be located at the base of the tower. There is an existing Conditional Use Permit which was granted by the City in 2001 approving the site plan to allow the tower to be installed. In 2013, the City approved an amendment to allow Verizon Wireless to locate new antennas and accessory equipment building on the property. In 2014, the City granted approval to AT&T to allow the colocation and site plan for new antennas on the existing tower. AT&T did not install the antennas that were approved. The applicant is again proposing to install new antennas on the existing tower as well as locate the associated equipment at the base of the tower. Given the proposed improvements, an amendment to the conditional use permit is required.

520.09 Subd. 8. If a conditional use permit holder wishes to alter or extend the operation or to change the conditions of the permit, the city will evaluate the permit holder's compliance with the existing permit conditions. Any change involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the conditional use permit issued requires an amended conditional use permit. An amended conditional use permit application must be administered in a manner similar to that required for a new conditional use permit.

The City has criteria relating to the location (setbacks), site improvements and landscaping for new telecommunications tower development. In this case, the tower already has a conditional use permit. The location and setbacks for the existing tower were approved by the initial conditional use permit. There are several factors that should be considered relating to the site plan approval and variance:

1. The applicant is proposing to install new base equipment that is located within a fenced area at the base of the tower. The equipment would be located within a steel cabinet and the generator would be mounted to a pad on the ground, but otherwise not enclosed. The previous proposal (2014 and approved by the City) proposed to locate the equipment within a prefabricated equipment shelter similar to that used by Verizon on this site. Verizon Wireless has an approximate 300 SF equipment shelter which houses all of the requisite base equipment and a generator already on the property. Staff would like direction from the City relating to whether or not all of the proposed equipment and

generator should be located in a prefabricated building similar to that Verizon already has on the property? In either case, the proposed cabinet is considered an accessory structure that would count as a second accessory structure on the property.

2. The applicant is proposing to remove some of the existing landscaping and add additional landscaping to the site. The location of the proposed equipment does not currently impact any of the surrounding properties. In the future, the subject property and adjacent property to the east could be redeveloped. The applicant has updated the landscape plan to reflect the recommendation made by staff and the Planning Commission.
3. The City will need to grant a variance from the rear property line to allow the location of the equipment cabinet within the requisite 40-foot setback. The applicant is noting the proposed equipment cabinet would be located 9'-7" from the rear property line. The location of the existing tower would likely not allow for any structure to meet the requisite setback. The City granted a similar variance in 2013 to allow the Verizon structure to be located within the requisite 40-foot setback.
4. Commissioners recommended that the proposed generator be removed from the site or enclosed in a sound mitigating enclosure. The applicant has revised the plans to now show the generator being enclosed in a level 2 sound enclosure (see generator cut sheet attached to this report).
5. The plans show that the proposed enclosure will have an exterior light. The applicant has provided the City with a cut sheet of the proposed light that does not meet applicable standards. The applicant will need to provide a revised plan and cut sheet with an approved light fixture. The fixture cannot have any portion of the light source visible from a height of 4 feet. In order to achieve this standard, the proposed light will have to be oriented parallel to the ground and be a full cut-off type fixture.
6. The plans show the at the proposed equipment area will be enclosed by a chain link fence. The height of the proposed fence is 6 feet with an additional 1 foot barbed wire section. It appears that the proposed fence will tie into the existing fence already located on the property.
7. The proposed new antennas would be located below the height of the existing Verizon antennas. The Verizon antennas are located at a height of 181 feet. The proposed AT&T antennas would be located at a height of 172 feet.

The City can grant a variance if it determines that it meets the criteria for granting a variance as established by ordinance. The criteria for granting a variance are as follows:

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) Any amendment to an existing CUP must meet the same requirements established for granting a new CUP. 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 existing tower has a conditional use permit. The new antennas will be located just below those approved for Verizon Wireless. The proposed equipment cabinet and generator are not consistent with the existing enclosed equipment shelter used by Verizon on this site. Enclosing the proposed ground equipment and generator inside of a building would be consistent with the plans approved for the Verizon Wireless equipment shelter. Landscaping will further mitigate the impacts of the proposed equipment shelter. It should be noted that the existing and adjacent properties to the south, east and north are guided for Urban Commercial by the City's 2030 Comprehensive Plan.

In the existing zoning district, telecommunication towers are permitted as a conditional use. Resulting traffic, noise, and other measurable impacts should not be incrementally amplified as a result of the proposed new antennas and associated base site improvements. The City will need to determine if the requested amendment to the conditional use permit, site plan and variance meet all of the aforementioned conditions and restrictions.

The Planning Commission recommended approval of the request for an amendment to the conditional use permit, site plan approval and variance with the following findings and conditions:

1. The proposed conditional use permit amendment, site plan review and variance meet all applicable conditions and restrictions stated Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.
2. The conditional use permit will be reviewed annually by the City to ensure conformance with the conditions set forth in the resolution.
3. This amendment approves new antennas, site improvements (as indicated on the approved site plan, attached hereto) and associated base equipment.
4. The proposed generator shall be enclosed in a level 2 sound enclosure as proposed and shown on the approved plan set.
5. Prior to consideration by the City Council, the applicant shall provide the City with the following items:
 - a. Cut sheets and updated plan set showing the proposed lighting. All lighting shall be required to meet applicable City requirements.
6. The applicant shall pay for all costs associated with the City's review and processing of the requested amendment to the conditional use permit and site plan review.
7. The City Council may revoke the conditional use permit if the applicant violates any of the conditions set forth in the conditional use permit.

Betts asked about the generator and Kaltsas said it was a back-up and would not be running all the time. McCoy asked if it was a diesel generator and Woelter (AT&T) said it was natural gas which is quieter.

Motion by McCoy, second by Betts to approve RESOLUTION NO. 19-1118-03 – considering a conditional use permit amendment to allow the colocation of new cellular antennas on the existing wireless tower located on the subject property, a variance to allow a second accessory structure on the property, the reduction of the requisite 40-foot rear yard setback, and to include the requirement that the generator is gas for the property located at 3310 County Line Road, Independence, MN (PID No. 07-118-24-33-0004): Ayes: Johnson, Grotting, Betts and McCoy. Nays: None. Absent: Spencer. MOTION DECLARED CARRIED.

8. John Hilbelink (Applicant/Owner) requests that the City consider the following action for the properties located at 5062 Perkinsville Road, Independence, MN (PID No.s 24-118-24-13-0005 and 24-118-24-13-0006):
 - a. **RESOLUTION NO. 19-1118-04** – Considering approval of a minor subdivision to allow a lot line rearrangement to move the existing line between the properties. The rearrangement would create “equal” properties on Perkinsville Road.

Kaltsas said the applicant is seeking a minor subdivision to allow a lot line rearrangement that would expand the 5062 Perkinsville Road property by approximately 1.65 acres and reduce the property identified by PID No. 24-18-24-13-0006 by the same. The applicant owns both of the subject properties. The common property line that is currently located to the north of the 5062 property would be “straightened” to create to equal properties.

Both properties are considered to be legal non-conforming lots of record. Both properties have approximately 165 feet of frontage on a public right of way. The minimum frontage required by ordinance is 200 LF for the smaller parcel and 250 LF for the larger parcel. In addition, detached accessory structures

are not permitted on a property without a principal structure (residence). In the before and after conditions both properties would meet all applicable structure setbacks. The proposed after condition would not create any new non-conformities relating to setbacks, property size or road frontage minimums.

The applicant is in the process of updating the existing septic system that serves the eastern parcel (existing residence). In reviewing the possible locations for a new septic system, it was identified that the best location would be located on the adjoining property. Even though both properties are under the same ownership, the City notified the Applicant that a permanent easement would need to be provided and recorded across the adjoining property if the septic site was going to be located on the adjacent property. Based on this discussion, the Applicant is seeking a minor subdivision to rearrange the property lines to accommodate a new septic site on the same property as the existing residence.

Staff has reviewed the request and offers the following information for consideration by the Planning Commission:

1. The lot line rearrangement would create two equal lots that are in keeping with the general configuration and size of the adjacent lots.
2. No new non-conformities would be created, and the legal non-conforming/conforming status of each respective property does not change in the before or after conditions.
3. There is an existing detached accessory structure located on the western parcel that is proposed to remain in the after condition. While the non-conforming condition of the property is not being intensified as a result of the minor subdivision, staff is seeking direction from the Planning Commission and City Council pertaining to this non-conformity.
4. The City did suggest that the Applicant consider connecting the existing home to the City's sanitary sewer line located at the intersection of South Lake Shore Drive and Perkinsville Road. The Applicant did review this possibility and decided to move forward with replacing the existing on-site septic system. There are several challenges to connecting at the closest location due to the pipe being a force main.
5. The Applicant would be providing the City with the requisite perimeter drainage and utility easements for both properties.
6. The proposed Tract A is a buildable lot of record in both the before and after conditions.

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. City Council approval of the requested minor subdivision shall be subject to the Applicant providing and executing the requisite drainage and utility easements.
4. The Applicant shall record the subdivision, easements and City Council Resolution with the county within six (6) months of approval.

Motion by McCoy, second by Grotting to approve RESOLUTION NO. 19-1118-04 for a minor subdivision to allow a lot line rearrangement to move the existing line between the properties. The rearrangement would create "equal" properties on Perkinsville Road (PID No.s 24-118-24-13-0005 and

24-118-24-13-0006): Ayes: Johnson, Grotting, Betts and McCoy. Nays: None. Absent: Spencer. MOTION DECLARED CARRIED.

9. Concept plan and provide informal feedback relating to the proposed subdivision of the property located at 2236 South Lakeshore Drive. The proposed subdivision would create 28 single-family lots which includes the existing residence.

Kaltsas said the applicant originally came forward to the City in May of 2018 with a concept plan for a 96-unit subdivision. The applicant has now submitted a new concept plan for a 28-unit subdivision based on the discussion and direction provided to the applicant by the City during the process. The applicant is now asking the City to again consider and provide feedback relating to a new concept plan for the proposed subdivision of the subject properties. A concept plan allows the City the opportunity to initially review the proposed subdivision and provide feedback and comments to the applicant prior to the submittal of any formal applications for the development of the property.

The City has discussed the potential subdivision and current 28-unit development with the applicant. In addition, upon receipt of the current submittal, the City sent a letter to surrounding residents offering an opportunity for them to individually meet with the City to discuss the plan and provide feedback and general comments relating to the subject property and its development. A more detailed account of the comments and discussion is provided later in this report.

In order for the City to ultimately consider approval of a plan similar to the proposed concept plan, the following steps would be required:

1. Amend the Comprehensive Plan.
 - a. This would change the guided land use from RR-Rural Residential to something that allows a sewer density that would be more than 1 unit per 5 acres.
2. Prepare and adopt an ordinance amendment which would allow for the new land use designation of sewer density on the portion of the property outside of the S-Shoreland Overlay District. The City would develop the standards for the new zoning district. Standards would include minimum lot size, minimum building setbacks, design standards, minimum home square footage, accessory structure standards and setbacks, landscaping requirements and all other similar and related standards pertaining to development within the zoning district.
3. Rezone the property to the new zoning district.
4. Consider Preliminary Plat approval.
5. Consider Final Plat approval.

Comprehensive Plan/Rezoning

The City's adopted 2030 and proposed 2040 plan identify this property as Rural Residential with limited sewer service. The rural residential designation allows for a general development density of 1 unit per 5 acres. The portion of the property that is located within the Shoreland Overlay zoning district could potentially be developed in accordance with the requisite shoreland standards. These standards generally allow for property within the shoreland overlay (1,000 feet from the OHWL) to be developed as one (1) acre lots. The City has noted that the property is currently served by the existing sanitary sewer which runs along two sides of the property (South Lake Shore and Perkinsville Road). The City has stated that an amendment to the Comprehensive Plan will need to occur after final approval of the 2040 Comprehensive

Plan. This plan is still in the process of being reviewed and approved. The City will ultimately need to determine how this parcel is guided moving forward.

The applicant has prepared a concept plan for review by the City. The City has preliminarily reviewed this plan and provided initial comments and feedback to the applicant. One of the initial questions asked by the City was how many lots could be developed on the property based on the current guidance of the property. The current guided designation would allow this property to be rezoned to Rural Residential with a portion of the property falling under the S-Shoreland Overlay (all property within 1,000 feet of the OHWL of Lake Independence). In order to determine the actual number of lots permitted under current zoning, a property layout would need to be prepared. There are approximately 26 acres located within the area governed by the S-Shoreland Overlay. The number of lots that this area would yield is likely between 18-22 lots given the lakeshore, existing topography and configuration of the property covered by the overlay district. For the remaining 22 acres the number of lots that could be developed would be governed by the Rural Residential standards shown below. 22 acres could yield 4-5 lots depending on the exact acreage remaining land. The total number of lots that could be realized on this property utilizing the current zoning standards is estimated to be between 20-30. The City identified the need to determine if there was potential and physical sewer capacity to accommodate a development of this type. In addition, the City noted that traffic on County Road 29 and Perkinsville Road should be further evaluated to understand potential development impacts.

The City conceptually reviewed the existing sewer system and met with the Metropolitan Council relating to the possibility of developing this property. The Metropolitan Council noted that there is a limited regional system capacity until 2020 when upgrades to the regional lift station (LS 63) will be online. It was generally acknowledged by the Metropolitan Council that property was included in their future sewered area and was also included in the Metropolitan Urban Service Area (MUSA) in the City's 2030 Comprehensive Plan. The relatively low density (less than 3 units per acre) of the proposed subdivision could present a challenge to gaining approval by the Metropolitan Council and will need to be further evaluated should the project move forward. Review of the City's sanitary sewer system identified the potential capacity to service the proposed subdivision. Some upgrades and or system improvements would likely be necessary for this development to occur.

The City also completed a traffic analysis pertaining to the potential impacts of the development of the property based on a 96-unit development. Generally, the traffic analysis found that there was capacity on CSAH 29 and Perkinsville Road to accommodate development of this parcel. Any development of this property would have potential traffic impacts to Perkinsville Road and County Road 29. The City will have to further evaluate the potential traffic impacts should the development of this property move forward. The initial review of the subdivision contemplates a high-level review only of the proposed concept development plan. A detailed review of the storm water, grading, traffic impacts and infrastructure details will be completed prior to consideration of any future applications. The City does not formally approve or deny a concept plan. The concept plan review will provide direction and comments to the applicant for their use during the preparation of future applications. The following comments should be considered by the City:

1. The initial plan reviewed by the City identified lots that would have direct access onto South Lake Shore Drive. The City noted that access to any development should occur via an internal access road that comes off of Perkinsville Road. The applicant revised the concept plan to show lots with access only from a new internal loop road. The City noted that a development of this size would need to have two points of access into the development and a second road connection onto South Lake Shore is proposed.
2. The proposed concept plan indicates six lots with riparian access (frontage or access) on Lake

Independence. Any lot directly abutting the lake would need to comply with applicable shoreland overlay standards. The shoreland overlay requires a minimum lot size of 1 acre and a minimum shoreland lot width of 100 linear feet. The subject property has approximately 700 linear feet of shoreline on Lake Independence. One of the proposed lots would have a narrow 30-foot-wide access. Additional review relating to slopes, bluffs and general grading of the proposed riparian lots would be required if the develop moves forward.

3. The proposed layout shows that those lots with direct shoreland would be developed so that the homes could be located at the top of the existing slope. This is preferable to previous layouts where the proposed building pads were located closer to the lakeshore which would have likely had significant impacts to the existing topography and vegetation.

4. All of the proposed lots (it is understood that one is labeled at .99) would be a minimum of 1 acre in size and connected to City sanitary sewer.

5. The City initiated and completed a traffic study relating specifically to this concept development plan (see attached traffic study). The traffic study looked at the potential impacts of an approximate 100-unit development on the intersection of Perkinsville Road and County Road 19.

The study considered the development of this property into typical single-family homes. Traffic counts were taken on County Road 19 and Perkinsville Road to establish some baseline traffic data. It should be noted that the study only considered the impacts of the development of the subject property and not any future development/redevelopment of the surrounding area. The primary focus looked at the impacts during peak am and peak pm traffic hours. The study found that that peak hour traffic impacts would be minimal based on the level of service currently identified at the intersection. It was indicated in the study that the level of service at the key intersection would be no less than a “B” in the fully developed condition. The City would want to further investigate the impacts of this development on the surrounding areas should further consideration be sought by the applicant. One point that should be noted is that the study considered all of the proposed lots to be typical single-family homes. Should the City consider a “senior villa” type product, the potential number of peak am, and pm trips would likely decrease.

6. The surrounding area has a mixture of lot types, sizes and densities. A quick analysis of the approximately 21 surrounding (abutting) properties indicates that the average lot size is close to 1.5 acres with the smallest property being 0.2 acres. The nearby properties located on Lake Independence (within 1,000 feet of the subject property) also range in size with the average lots size being approximately 0.5 acres. The approximate net density of the abutting properties is approximately .75 units per acre.

7. The proposed development would preserve a buffer and open space area along Perkinsville and South Lake Shore Drive. This area could be bermed and planted to help screen the proposed development from the surrounding properties. More development of this area/berming/planting would be needed if this development were to move forward.

8. The City and Watershed have standards relating to storm water management and water quality. The City would work to ensure that any development of this property would meet all applicable standards relating to storm water management and water quality. Due to the unique nature of this property and the fact that the applicant is asking the City to consider allowing for reduced lot standards for a portion of the property, increased or enhanced water quality management of the stormwater associated with this development could be requested. The subject property has a significant natural feature that consists of a wooded “ravine” that runs from west to southeast through the northern portion of the property. This natural feature should be further defined and potentially preserved by any development of this property. The proposed concept subdivision would be subject to the City’s park dedication requirements. No park land dedication is shown on the concept plans. The City should provide feedback relating to possible park dedication on the subject property. The City may want to incorporate a trail and or sidewalk within the development and to the east to provide access to Baker Park. Discussion relating to park dedication should be provided by the City. The standard park dedication requirement of \$3,500 per lot would otherwise be applicable to all newly developed lots. As noted earlier in this report, the

City met or talked with approximately 10 neighboring property owners in more detail about the proposed development. These meetings provided a great deal of insight, concerns and recommendations relating to the development of this property. The following summary of the comments and discussions is provided for consideration by the Planning Commission and City Council.

There may have been additional comments or questions asked during the meetings that is not summarized below and was unintentionally not included.

Stormwater:

1. There is a general concern expressed by many of the residents pertaining to stormwater quality and runoff from the existing property and any future development. Lake Independence is currently an impaired water body. Any development of the property should be carefully reviewed to ensure that water quality is improved.
 - a. It was noted that there is a significant amount of water that runs off of the property to the west and also directly off the property into the lake on the north in several areas.

Traffic:

2. There is a general concern expressed by many of the residents pertaining to increased traffic on both South Lake Shore and Perkinsville Road.
 - a. Many comments were made relating to the speed of vehicles traveling on Perkinsville Road and that there are limited sight lines to the west when turning onto or off of South Lake Shore.
 - b. Many comments were provided relating to the poor visibility and difficulty with turning onto or off of CSAH 29 from/onto Perkinsville.

Density/Layout/Lakeshore:

3. Questions were asked relating to why the City would consider allowing an increased number of units on the property rather than what is permitted by the current zoning ordinance. There was some discussion that this property is somewhat unique due to the fact that sanitary sewer borders two sides of the property and its proximity to the lake. The City has generally found that it is beneficial to require the development of sewered lots within close proximity to lakes.
 - a. Several comments were made relating to the character of the surrounding properties and that the proposed lots were generally smaller than the properties on Perkinsville and a part of South Lake Shore that is directly adjacent.
 - b. Concerns were expressed relating to the two lots that directly adjoin South Lake Shore and whether or not they could be eliminated and or moved so that there is a continual buffer along the entire South Lake Shore frontage. A general comment was made that the proposed development has 2-5 more lots than what would be acceptable.
 - d. Many comments were provided relating to the desire to minimize the number of potential docks on Lake Independence. It was asked if multiple docks could be installed on the Lake and whether or not any of the lakeshore properties would have common access. It was noted that the City did not regulate the number of docks, but that the intent of the current design would be to have no common access lots.

Natural Resource Preservation:

4. Comments were made regarding the existing vegetation and topographical features of the site and how/if they would be preserved. It was noted that the City does not have specific tree preservation requirements, but clear cutting of properties is not permitted. The City also discussed the possibility of including other measures that could preserve trees, slopes, ravines, etc. within the development.
5. There were comments made relating to the existing nursery trees located on the property and whether or not some could be preserved.

Sanitary Sewer:

6. Questions were asked regarding any potential impacts or costs to the City or residents relating to additional connections being added to the sanitary sewer. It was noted that the City would likely require an update to the existing lift station located on the property to accommodate the proposed development.

Recommendation:

The applicant is seeking feedback from the City Council pertaining to the concept plan for a 28-lot development. No formal action can be taken by the City on the concept plan. There are many steps that will need to be taken for any development of this property to occur. The adoption of the 2040 Comprehensive Plan will likely not be completed until Spring of 2020.

Betts said this was better plan. Kaltsas noted the average lot size is over an acre. He noted water quality and storm water management is important and being stressed by the City. Betts asked about neighbor reaction and Kaltsas said letters were sent to the 30 homeowners in close proximity. Kaltsas said there are reservations with changes and a lot of concern about traffic on Perkinsville. Johnson noted Kaltsas did a good job meeting with residents and addressing concerns. McCoy said he liked they have not put 20 lots in the shoreland overlay. He also liked that there are no driveways coming out on Perkinsville. Grotting asked what the land was in the southeast corner. Kaltsas said it will be an out lot. Grotting said this plan is a wonderful compromise.

Ben Schmidt (Excelsior Group) said he anticipates a homeowner's association with rules and regulations. Betts asked if there would be one garbage collection service. Schmidt said there would just be one. Betts said lawn and snow service should be the same thing. Grotting said he imagines kids would want to peddle over to Baker Park and the design needs some pedestrian traffic ways. Kaltsas said they could discuss pedestrian traffic.

10. A proposed text amendment to the City of Independence Ordinances as follows:

- a. **ORDINANCE NO. 2019-03 (Summary Ordinance 2019-03)** - Chapter 5, Section 530.01, Subd. 3 Accessory Uses – Considering an amendment to the maximum height of an accessory structure. The City will discuss increasing the permitted height of detached accessory structures.

Kaltsas said Staff has determined that it is possible to establish a "Review Committee" that would likely be comprised of several members of the Planning Commission and City Council to review requests for accessory structures that exceed the maximum height permitted in the zoning ordinance. Details of the "Committee" makeup will be considered and approved by Council and will likely include 2 Planning Commissioners and 1 Council Member. The intent would be that the "Committee" would meet once a month if needed. The cost of an application would be nominal, and no public hearing would be conducted. The actual fee would be incorporated into the City's fee schedule. Staff has been working with the City's attorney to develop an ordinance for consideration by the Planning Commission and the City Council.

The proposed ordinance considers establishment of several specific criteria which must be satisfied prior to consideration by the "Committee". If a proposal meets the criteria, the "Committee" will have the ability to review and approve an increased building height or if not approved recommend that the applicant apply for a variance. Any application that does not meet the initial criteria would have the option of applying for a variance.

Planning Commissioners have reviewed the proposed ordinance language and provided feedback and direction on several occasions. Planning Commissioners recommended approval of the

ordinance with a few minor changes that have now been incorporated into the proposed ordinance. to review the proposed draft language and provide discussion and feedback at the meeting. The draft ordinance is attached for review and consideration by the City Council. Should the Council adopt the ordinance, staff will amend the fee schedule and prepare a new application that corresponds to the ordinance. In 2013 the City updated the accessory structure ordinance to establish a more proportional relationship between the amount of detached accessory structure square footage allowed on a property and the size of the property. In practice, the new ordinance has worked well and there have been no variances granted relating to the size of a detached accessory structure since the amendment. One area of the ordinance that was changed at the same time was the maximum height permitted for detached accessory structures.

The City has received concerns and comments from property owners relating to the maximum height permitted. The City has also granted two (2) variances relating to the maximum height of detached accessory structures. The general concern is that the maximum height permitted varies based on the height of the principal structure. If a resident has a single-level home, the maximum height of a detached accessory structure is limited to the single-level home height. This causes some issues for residents with larger properties that would like to have a larger detached accessory structure but have a single level home. Staff has looked at the permitted heights of accessory structures from surrounding communities. It should be noted that not all communities allow as large of a detached accessory structure as the City of Independence. Staff would like to further discuss the maximum permitted height of detached accessory structures with the Planning Commission.

The City's current ordinance states the following:

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 In application of the ordinance over the past 5 years, the City has consistently had requests for detached accessory structures that have heights (measured to the midpoint of the roof) in the 20- 25-foot range. Many of the single-level homes measure closer to 17-20 feet in height measured to the midpoint of the roof. This typically leaves single-level property owners with an issue when considering building a detached accessory structure. When the City considered the height in 2013, there was a general consensus that detached accessory structures should be proportional and subordinate to the principle structure on the property. In order to help achieve the subordinate relationship, the maximum height of the detached accessory structure was limited. Due to the wide array of property size, building architecture and other factors, many of the proposed detached accessory structures do not have a significant relationship with the principle structure.

Johnson said if we don't do something, we are forcing people to do something that is not good. Kaltsas said there would be a new committee not commission.

Motion by Betts, second by Grotting to approve ORDINANCE NO. 2019-03 and the Summary Ordinance 2019-03 - Chapter 5, Section 530.01, Subd. 3 Accessory Uses – Considering an amendment to the maximum height of an accessory structure. The City will discuss increasing the permitted height of detached accessory structures. Ayes: Johnson, Grotting, Betts and McCoy. Nays: None. Absent: Spencer. MOTION DECLARED CARRIED.

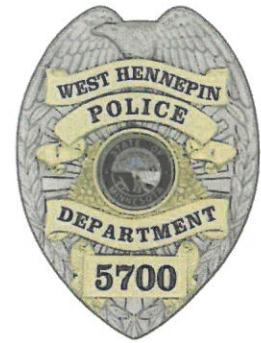
11. Open/Misc.

12. Adjourn.

Motion by Grotting, second by Betts to adjourn at 8:12 p.m.

Respectfully Submitted,
Trish Gronstal/ Recording Secretary

DRAFT



Date: November 5, 2019

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

From: Director Gary Kroells *G. Kroells*

SUBJECT: OCTOBER 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.

\\WHPS#0\share\monthlyactivityreport\2018\lettertocouncilmonthlyreport.docx

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

Monthly Activity Report

October 2019

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	8	7	79	108
Traffic	124	157	1,420	1,604
Part III	5	8	87	73
Part IV	26	39	359	311
Part V	101	150	1,321	1,408
Total City of Independence	264	361	3,266	3,504
City Of Maple Plain				
Criminal	6	7	58	53
Traffic	65	36	655	863
Part III	3	1	47	33
Part IV	21	16	172	206
Part V	106	131	1,004	1,319
Total City Of Maple Plain	201	191	1,936	2,474
Grand Total Both Cities	465	552	5,202	5,978
TZD	7	35	182	173
Agency Assists	19	28	199	289
Total ICR Reports	491	615	5,583	6,440
How Received				
Fax	2	11	71	117
In Person	40	75	302	392
Mail	0	2	8	16
Other	1	2	16	26
Phone	25	42	378	366
Radio	171	160	1,699	1,791
Visual	214	257	2,721	3,301
Email	5	5	68	53
Lobby Walk In	33	61	320	378
Total	491	615	5,583	6,440

October 2019 Criminal Part I & II

City of Independence Grid #'s 3-5

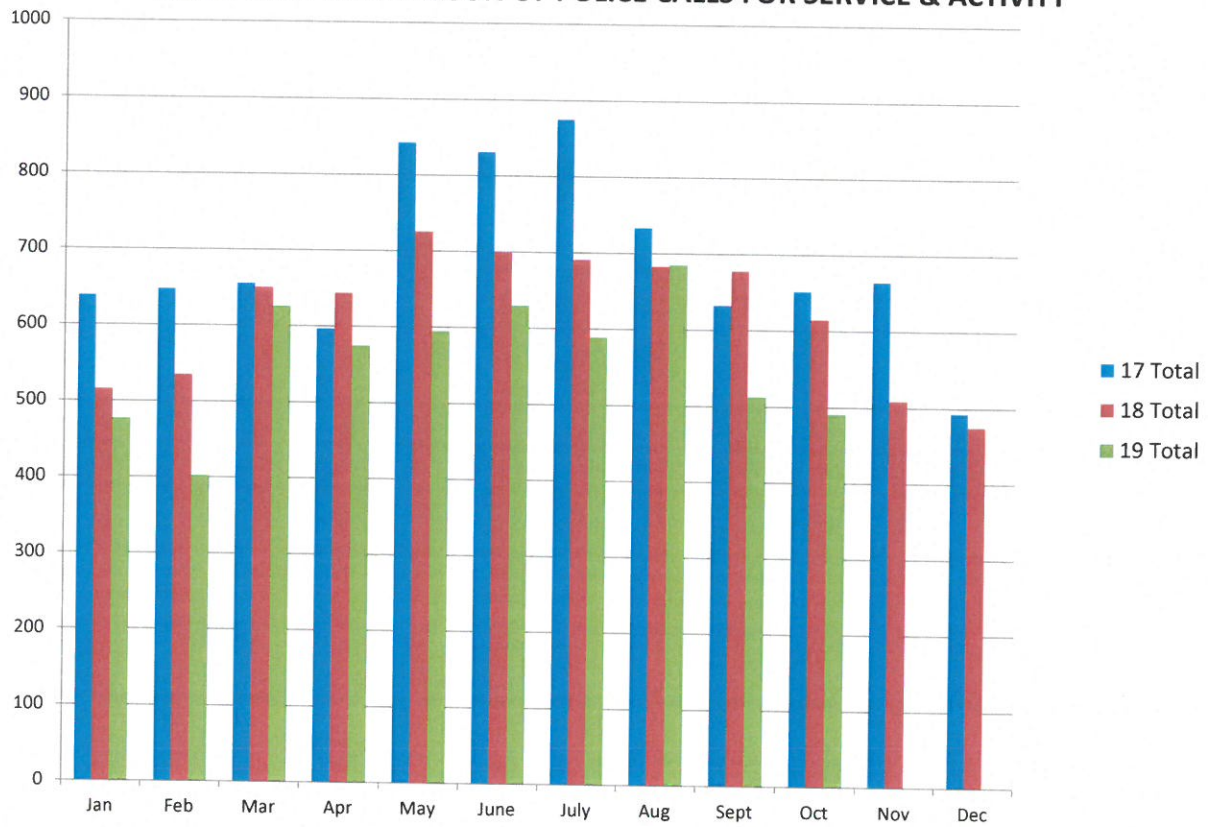
AGN	ICR	Title	Reported Date	Grid #	MOC range
WHPS	19005152	Possession Small Amount Marijuana	10/4/2019	3	DA540
WHPS	19005159	Theft	10/5/2019	3	TJ999
WHPS	19005277	Felony DWI / DACIPS	10/12/2019	5	JDW01
WHPS	19005292	Possession of Drug Paraphernalia / Tobacco - Possession by Minor	10/12/2019	3	M3005
WHPS	19005313	PD Crash/2nd Degree DWI - Refusal/Forfeiture	10/14/2019	3	JER01
WHPS	19005459	Switchblade Possession / Possession of Drug Paraphernalia/ Drivers License - Possession of Fake / Altered DL	10/23/2019	3	W3699
WHPS	19005555	Possession Small Amount Marijuana / Driving after Revocation	10/29/2019	3	DA540
WHPS	19005556	Possession of Drug Paraphernalia	10/30/2019	3	DC500
WHPS	19005576	Tobacco-Possession by Minor	10/31/2019	3	M3005

October 2019 Criminal Part I & II

City of Maple Plain Grid # 1-2

AGN	ICR	Title	Reported Date	Grid #	MOC range
WHPS	19005187	Disorderly Conduct / Theft	10/7/2019	1	N0030
WHPS	19005251	4th Degree DWI	10/10/2019	1	JGW01
WHPS	19005521	Disorderly Conduct	10/26/2019	2	N3030
WHPS	19005528	Court Orders - DANCO Violation	10/27/2019	1	N3390
WHPS	19005555	Possession Small Amount Marijuana	10/29/2019	1	DA540
WHPS	19005570	Theft - Shoplifting	10/30/2019	1	U0280

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY OCTOBER 2019 Activity Report

Year to Date Activity Report

At the end of October 31, 2019 West Hennepin Public Safety (WHPS) handled year-to-date a total of 5,583 incident complaints. For the month of October; 264 incidents occurred in Independence and 201 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:

Traffic

Oct 2 4700 block Townline Rd, Independence. Stahlke Bus Company reported a bus had loaded students, turned off the 8-ways and a car came from behind the bus and passed in a no passing zone. Case is under investigation.

Hit Deer / Property Damage

Oct 3 CR 19 / CR 6, Independence. Motorist reported a deer ran into the side of his vehicle. The deer was not located. Damage to the motorist's vehicle appeared to be over \$1,000.00.

Found Pontoon Boat

Oct 3 4600 block S. Lake Sarah Dr, Independence. Reported during the last storm a pontoon boat showed at a resident's dock. The owner was located who was out of town and a neighbor was going to pick up his boat.

Recovered Stolen

Oct 4 5000 block Highway 12, Maple Plain. Report received of stolen construction equipment that was recovered by St. Francis PD. Case is under investigation.

Traffic-Drugs

Oct 4 CR 90/Meadow Ridge, Independence. A traffic stop was initiated on a vehicle for no headlights or taillights on near dusk. While speaking to the driver and occupants a strong odor of marijuana was detected coming from the vehicle. A search resulted in marijuana and drug contraband being seized. Charges pending further investigation and analysis of the contraband.

Theft of Walnuts

Oct 5 70 CR 92, Independence. Theft of 1,000-2,000 prime walnuts that had fallen on the ground were reported stolen. Homeowner will post no trespassing signs and considering electronic monitoring.

Domestic

Oct 6 Hwy 12/Valley Rd, Independence. A vehicle was observed driving slowly alongside a female who was walking e/b Hwy 12. The vehicle then drove off, continued e/b on Hwy. 12, until police initiated a traffic stop on it at Hwy 12/CR 90. The driver stated the

female walking on the highway was his girlfriend and she had been a passenger in his car. She became upset with him and had him pull over so she could get out. Contact was made with the female by phone who confirmed what the driver said. She refused assistance and said she'd call someone for a ride.

Escort

Oct 6 1400 block Halgren Rd, Maple Plain. An officer escorted a renter to her residence to retrieve personal property after the homeowner accused her of stealing change from his change jar and kicked her out. The renter gathered her things.

Welfare Check

Oct 6 8000 block CR 6, Independence. Dispatched to a welfare check of a male sitting in a stalled vehicle. Caller advised she had been a passenger in the vehicle when it broke down. The driver became upset about the vehicle breaking down and began a verbal domestic with her. Caller was concerned about the driver's mental status. Contact was made with the driver who admitted taking several Vicodin in an attempt to kill himself. He was transported to the hospital.

Assault

Oct 7 5300 block Hwy 12, Maple Plain. An intoxicated male confronted merchants selling political items, which led to a physical altercation. This same male admitted to stealing 10 political flags from the merchants the day before, which were valued at \$20 each. The male gave the flags back and the merchants agreed to leave the area to avoid further confrontations with the male party. Male party was cited for disorderly conduct and theft.

PD Crash

Oct 7 County Line Rd/Elm Ave, Independence. Vehicle 1 was n/b on County Line Rd and stopped to turn west on Elm. Vehicle 2 was also n/b on County Line Rd, hit its brakes and swerved onto the shoulder to avoid colliding with Vehicle 1. Vehicle 2 went into the ditch and tipped over on its side after slightly damaging Vehicle 1. Vehicle 2 was towed from the scene.

Unwanted Person/Solicitor

Oct 8 4000 block Hwy 12, Maple Plain. An unwanted solicitor was chased out of a store and down the sidewalk by the store owner whose business had a 'no soliciting' sign posted. The solicitor admitted to the officer that he did not have a solicitor's permit from the city hall. He was cited for soliciting without a permit.

Harassing Phone Calls

Oct 8 6000 block Pagenkopf Rd, Independence. A resident received three harassing phone calls, each one within minutes apart from each other. The caller was the same person in all three calls even though caller ID showed a different local phone number each time. On the third call the resident told the caller she'd called the police and then hung up on the caller. No further calls were received.

Safety Concern

Oct 9 Hwy 12, Budd Ave, Maple Plain. An officer observed a school bus pass by him with some children hanging out of opened bus windows. The officer later caught up with the driver at the bus garage and spoke to him about the children's behavior. The driver was unaware that it had happened and spoke with the officer about student safety and a plan to change students' behavior while on the bus.

Misc. Assist

Oct 10 1700 Co Line Rd, Independence. Resident was selling a car on Craig's List and the buyer only wanted to come to her house and she was uncomfortable having a buyer come to her house. She was advised she could use the PD's parking lot or another public area. If the buyer did not want to do that, it was recommended not meeting them.

Unconscious

Oct 10 3675 Ihduhapi Trail, Independence. Officer was dispatched for a patient that was unconscious at Vinland Center. Patient was located lying on the floor. She had teeth pulled today and was given Novocain and all of sudden passed out. North Memorial EMS transported her to the hospital by ambulance.

Welfare Check

Oct 10 5200 Hwy 12, Maple Plain. Caller reported a male in a vehicle in their business lot was slumped over a steering wheel for over an hour. Officer located the driver who had papers sitting in his lap and appeared to be passed out. The driver's side window was open and the officer could hear snoring. The driver was woken up who stated he was between home and work and stopped for a nap. No criminal activity was found. Business was notified of the officer findings.

4th Degree DWI

Oct 10 Hwy 12 / Baker Park Rd, Maple Plain. Officer heard loud exhaust, tires spinning and observed the back end of a vehicle swing out as it turned onto Hwy 12. Vehicle was stopped. Officer smelled a strong odor of alcohol while speaking with driver Cameron Jackson Anderson, 21 from Loretto who admitted to drinking. Anderson submitted a breath test which resulted in .08 Breath Alcohol Concentration. Anderson was arrested for 4th Degree DWI and released to a responsible person. Two passengers in the vehicle were released.

School Bus Stop Arm Violation

Oct 11 5200 block Manchester Dr, Maple Plain. Caller reported a vehicle passes on the left side of a stopped school bus while the kids are unloading, the red lights are flashing and the stop arm is extended. Caller was unable to get a license plate or driver description. Extra patrol will be made in the area

Felony DWI / DACIPS

Oct 12 Hwy 12 / Hitsman Lane, Independence. Vehicle stopped for speed 70/55 mph zone. Driver Joan Ellen McMillan, 44 from Delano was found to have been drinking. She submitted a breath test which resulted in .09 breath alcohol concentration. McMillan was arrested and booked into Hennepin Co Jail for Felony 1st Degree DWI and Driving after Cancellation Inimical to Public Safety. Vehicle is pending forfeiture.

Juvenile

Oct 12 6200 block Pagenkopf Rd, Independence. Reported juveniles were climbing on a lamp post. Officer made contact with the juveniles who stated they did try and climb a lamp post for a short period of time and understood they should not be touching other people's property. No damage to the lamp post and caller was advised of Officers' findings.

Vandalism

Oct 13 5900 block Pagenkopf Rd, Independence. Mardi gras beads and nails were thrown over property owners' yard, cars and driveway. Their vehicles were egged and lunchmeat smashed on them. Smashed eggs were found inside their mailbox. A sling backpack was found in the woods under a tree containing evidence of the vandalism to the property. Vehicles had approximately \$200.00 in damages. Suspects have been caught and charges pending questioning of the juveniles.

Unwanted Person

Oct 14 3675 block Ihduhapi Trail, Independence. Vinland Center. A 24 year old male from Wilmar was in the workout room and initiated a confrontation with another male. Staff separated the males and the 24 yoa called 911. Officer arrived to assist and the 24 yoa male was demanding and aggressive. Vinland discharged him and he was given a ride to Delano.

Property Damage / 2nd Degree DWI Refusal

Oct 14 3700 CR 92 N. Independence. Officer was dispatched to a possible three vehicle crash and found Veh #1 was helping remove Veh #2 from the ditch. Driver of Veh #2, Donovan Malcolm Schultz, 24 of Rockford stated he went off the road after catching the shoulder of the road. Schultz showed signs of impairment, had a moderate odor of alcoholic beverage on his breath and performed poorly on the field sobriety tests. Schultz refused to take a breath test. Schultz was arrested, transported and booked into Hennepin County Jail for Gross Misdemeanor 2nd Degree DWI Refusal and his vehicle is pending forfeiture.

Property Damage Crash

Oct 14 8800 Block of Hwy 12, Independence. Driver was pulling a trailer loaded with sand e/b on Hwy 12 when she lost control causing the vehicle and trailer to go across the center line and into the ditch. The trailer was found to be registered for 4500 lbs. and weighed 20,000 lbs. when scaled. Total combination weight was 27,600 lbs. Trailer had inoperable brake lights. Driver was cited for Driving without a Valid Class License, Over Trailer Registration and Brake Lights required.

Burn Complaint

Oct 17 5200 block Bryantwood Dr, Maple Plain. Reported a fire was in the area, near Bryantwood Apartments. Officer located the property homeowner to the south who was burning brush and had a valid burn permit to burn.

Scam Attempt

Oct 17 6000 block Pagenkopf Rd, Independence. A voice message was left on residents' cell phone claiming to be the social security office. They explained her social security would be gone because it was involved in criminal activity. Resident knew it was scam as the Social Security Office does not call people.

Unwanted Persons

Oct 20 3200 block Co Line Rd, Independence. Two persons were sitting in a vehicle parked in a residential driveway. The homeowner asked them to leave the property. They left without incident.

Suspicious Act

Oct 20 10:50 p.m. 6400 block Hwy 12, Independence. An officer was on routine patrol and observed a vehicle parked in the driveway of a closed business. He made contact with the 49 year old male driver who was sleeping. The driver said he was taking a quick nap on his way back from Litchfield enroute to St. Louis Park. Nothing criminal found, all ok.

Condition / Debris

Oct 22 Maria Rd/Co Line Rd, Independence. Report received of a tree down and blocking the roadway. While enroute the Officer was updated that a vehicle had hit the tree and sustained property damage but no injuries. Upon arrival the striking vehicle was gone. City of Independence Public Works was notified and responded to clear the road.

Accident/PI

Oct 23 Copeland Rd/Hwy 12, Independence. A w/b vehicle was stopped on Hwy 12, waiting for e/b traffic to clear so it could turn south on Copeland Road. It was rear-ended by a second w/b vehicle that did not see the stopped vehicle in time. Both drivers had minor injuries but refused to be transported to a hospital. One vehicle was able to be driven away. The other was totaled and had to be towed. Both drivers were cited; one for no Driver's License, the other for Fail to Drive with Due Care.

Suspicious Activity

Oct 25 1400 block Halgren Rd, Maple Plain. Officer on routine patrol observed a male walking down the side of the road against traffic twirling two batons, one in each hand. Officer stopped and spoke with the male who stated he is just walking around enjoying the day listening to his music.

Agency Assist-Chase/Pursuit

Oct 25 Old Market Rd/Covington, Shorewood. WHPS assisted Deeplaven PD in locating a suspect who fled in a motor vehicle, then abandoned the vehicle. The suspect was located by the WHPS Officer and arrested without incident.

Suspicious Act

Oct 26 12:18 a.m. 1500 block Howard Ave. Maple Plain. Officer observed a vehicle parked behind a business that was under construction. Officer made contact with workers who were installing floor tiles.

Suspicious Act

Oct 26 1:04 a.m. 5050 block Independence Street, Maple Plain. Squad car was sitting behind the Orono School Discovery Center when a vehicle pulled into the parking lot, saw the squad car and turned around to leave. Officer stopped the vehicle and found it was occupied by three 18 year old adult males. All said they were looking for a place to listen to music away from their parents' house. No criminal activity was noted. The driver had an expired DL, was told to drive straight home and not drive again until he renews his license.

Damaged Wires

Oct 26 1500 block Baker Park Rd, Maple Plain. The driver of a dump truck accidentally left the rear door of his dump truck up in the air and it caught the overhead phone line and broke it. A nearby business reported no phone or internet. Frontier Communication was contacted and responded to the scene to repair the damage.

Burglary

Oct 26 6200 block CR 11, Independence. A female reported a burglary at an abandoned residence she owns. She suspects a family member. The owner was out of town, a family friend was called to secure the residence.

Disorder Conduct

Oct 26 5300 block Hwy 12, Maple Plain. Two parties called to report an assault that had occurred and none of the involved parties were still on scene where it occurred. After speaking to everyone involved, one party was cited for disorderly conduct.

Burn Violation

Oct 27 2300 block Old Post Rd Independence. A large amount of smoke was coming from a residents brush pile. The homeowner was burning a large pile of wet pine needles and agreed there was a lot of smoke and did not realize it would be this bad. The homeowner extinguished the fire.

Gas Odor

Oct 29 1500 block Howard Ave. Maple Plain. Police and MP Fire dispatched for a possible gas odor at the apartment building. MP Fire checked the building with a gas meter and the meter did not record any readings. The smell was believed to be some type of food/cooking in the building.

Dog at large

Oct 29 5900 block of Pagenkopf Rd, Independence. Resident reported two dogs chased several of her chickens, killing one of them. The resident was able to capture both dogs. Officer located the dog owner and she was advised of her dog's actions. A letter was delivered to the dog owner for MN State Statute 347.50 when a dog unprovoked inflicts bites on a human or domestic animal in public or private property the dog is a 'potentially dangerous dog'. A citation was issued for Dog at Large.

A/A Stolen Vehicle

Oct 29 6000 block CR 11, Independence. Agency assist request to check the area for a vehicle stolen out of Cottonwood County. The area was checked and the vehicle was not located.

Assist Stalled Vehicle

Oct 30 Townline Rd / CR 11, Independence. Officer observed a truck and trailer pulled to the side of the road with two people loading a stalled vehicle. The squad emergency lights were activated and the Officer provided traffic control until the vehicle was loaded.

Shoplifting

Oct 30 4900 block Hwy 12, Maple Plain. Business reported a male stole a 1.75 bottle of Svedka Vodka valued at \$20.99 plus tax. The male ran out of the store to Howard Avenue, got into a vehicle and left n/b on Howard to w/b Main Street. Store video is being reviewed for identifying the suspect. Case is under investigation.

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

4 Social Security scam attempts reported

City of Independence

2020 Final Budget and Levy Discussion

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: December 3, 2019

Discussion:

Staff and Council have had a series of meetings to discuss and revise the budget and corresponding tax levy for 2020. Based on the discussions, the budget now reflects an approximately 5 percent increase from the 2019 budget. The total increase in the overall tax levy is proposed to be 3.83 percent. The City's tax rate resulting from the proposed budget and tax levy would generally remain flat (no increase) at approximately 40.00 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. The City has been working on capital plans to fund gravel road tiling and bituminous road seal coating. This year's budget allocates an additional \$50,000 towards those projects. It is anticipated that the City will be able to utilize some of the existing gravel and bituminous road maintenance funds to increase the total amount allocated for tiling and seal coating annually.

Recommendation:

Council can consider approval of the following resolutions:

- a. **RESOLUTION 19-1203-01** – Adopting the 2020 General Fund Budget.
- b. **RESOLUTION 19-1203-02** – Adopting the 2020 General Tax Levy.
- c. **RESOLUTION 19-1203-03** – Adopting the 2020 Pioneer Sarah Creek Watershed Management Commission Tax Levy.

Attachments: Memorandum for Final Budget
Memorandum for Budget Amendment



RESOLUTION NO. 19-1203-01

RESOLUTION APPROVING 2020 GENERAL FUND BUDGET

WHEREAS, it is the practice of the City of Independence to create and adopt a General Fund Budget; and

WHEREAS, the City Council for the City of Independence has determined to create a balanced budget; and

WHEREAS, the City Council has determined that the 2020 General Fund Budget will call for revenues and expenditures of **\$ 2,796,381.00**; and

WHEREAS, the proposed 2020 General Fund Budget meets the criteria of a balanced budget,

NOW, THEREFORE, BE IT RESOLVED, that the Independence City Council hereby adopts the General Fund Budget for 2020.

General Fund

2020 Final Budget
\$ 2,796,381.00

This resolution was adopted by the City Council of the City of Independence on this 3rd day of December 2019, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



RESOLUTION NO. 19-1203-02

RESOLUTION APPROVING 2020 FINAL 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 final property tax levy and final budget on or before the fifth business day following the 20th of December 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:

	<u>2020 Final Budget</u>
General Fund	\$ 2,796,381
Debt Service	
2006 GO Capital Improvement Bonds \$110,100	\$ 109,200
2010A GO Improvement Bond, Lindgren Lane	\$ 15,111
2015 GO Tax Abatement Bonds	\$ 166,463
Total Operating Levies	<u>\$ 3,087,155</u>
Pioneer/Sarah Watershed Commission	<u>\$ 66,330</u>

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 3rd day of December, 2019, by a vote of ____ayes and ____nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



RESOLUTION NO. 19-1203-03

**RESOLUTION APPROVING 2020 PIONEER SARAH CREEK WATESHED
MANAGEMENT COMMISSION TAX 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 final property tax levy and final budget on or before the fifth business day following the 20th of December 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:

Pioneer/Sarah Watershed Commission	\$ <u>66,330</u>
---	-------------------------

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 3rd day of December 2019, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

BUDGET MEMO

TO: CITY ADMINISTRATOR
FROM: AEM FINANCIAL SOLUTIONS, LLC
SUBJECT: 2020 BUDGET POINTS MEMO
DATE: 12/03/2019

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 to \$40,000 to fund City Hall Architect fees and the installation of a new server and technology upgrades.
- Created a road tiling account and a chip sealing account that will begin funding annual projects for both with a budget of approximately \$25,000 in each.
- Created a new expenditure line item to break out Building Permits from Plan Review.
- 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

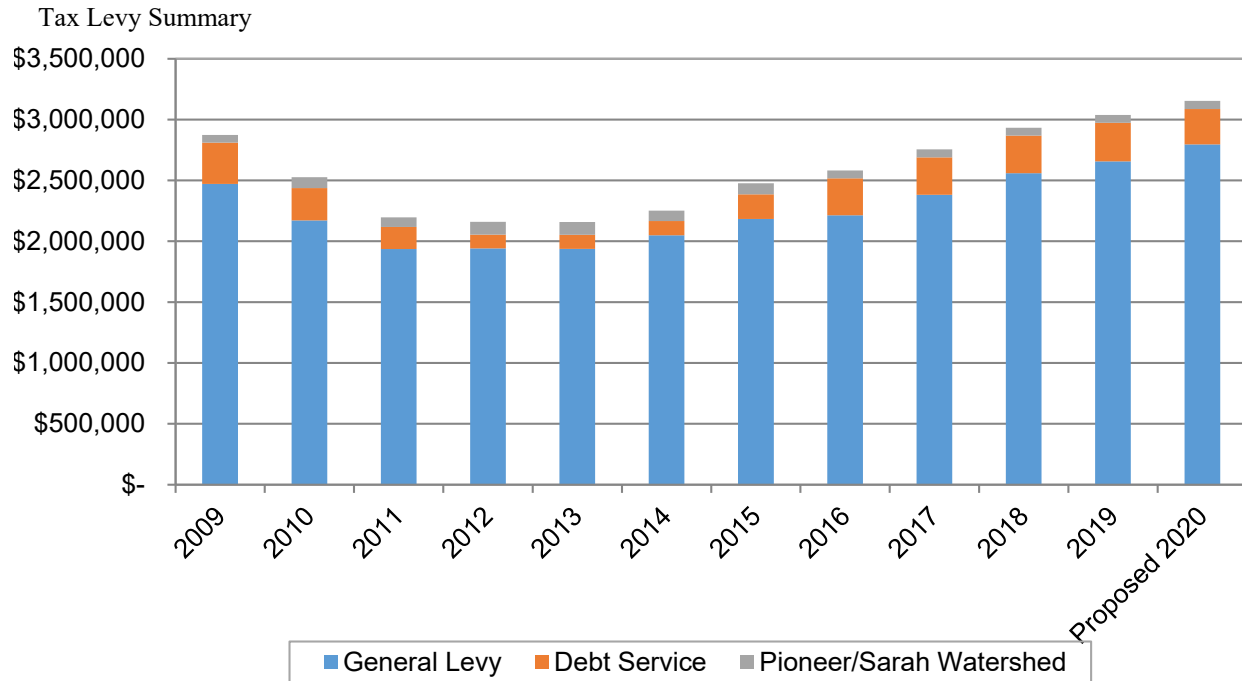
Due Date	EDA and City Levy Process
9/30/2019	The EDA must pass a resolution authorizing the proposed 2019 EDA levy
9/30/2019	The City must pass a resolution and file with the County the exact amount of the proposed 2019 EDA levy. The due date of the City property tax levy is September 30, 2018.
9/30/2019	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	\$ 139,846	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	Estimated 2019 Pay	% Change	% Change (County-wide)
Commercial	\$ 144,863		\$ 148,233		\$ 132,398		\$ 124,380	-6.06%	6.10%
Industrial	161,155		232,138		181,280		208,500	15.02%	16.00%
Apartment	-		-		-		-	0.00%	13.58%
Residential	5,581,662		5,877,038		6,165,584		6,249,952	1.37%	11.73%
Farm	798,388		804,874		831,410		973,776	17.12%	0.87%
Other	-		-		-		-	0.00%	-4.52%
Total	\$ 6,686,068		\$ 7,062,283		\$ 7,310,672		\$ 7,556,608	3.36%	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

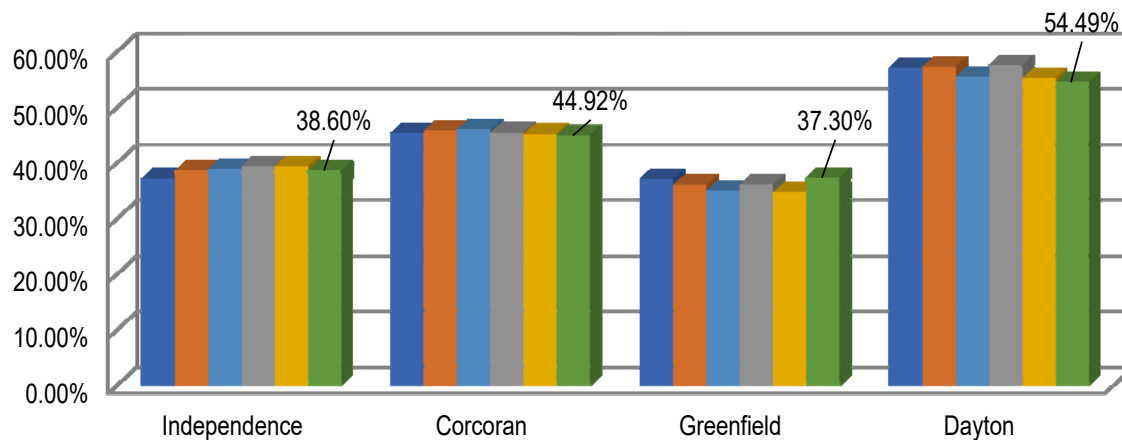
City of Independence Tax Rate History Compared to other similar sized Hennepin County Cities:

Estimated Tax Capacity by Type			Independence	Corcoran	Greenfield	Dayton
Commercial			\$ 124,380	\$ 454,758	\$ 193,631	\$ 390,425
Industrial			208,500	397,995	372,567	1,413,554
Apartment			-	-	-	52,324
Residential			6,249,952	7,832,009	4,165,886	6,876,801
Farm			973,776	1,020,851	455,262	624,827
Other			-	63,080	-	95,275
Total			\$ 7,556,608	\$ 9,768,693	\$ 5,187,346	\$ 9,453,206

Tax Capacity Rates

Tax Capacity Rates

	Commercial	Industrial	Apartment	Residential	Farm	Other
	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%	45.16%	34.63%	55.21%		
2020 Est	38.60%	44.92%	37.30%	54.49%		



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
Administration	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

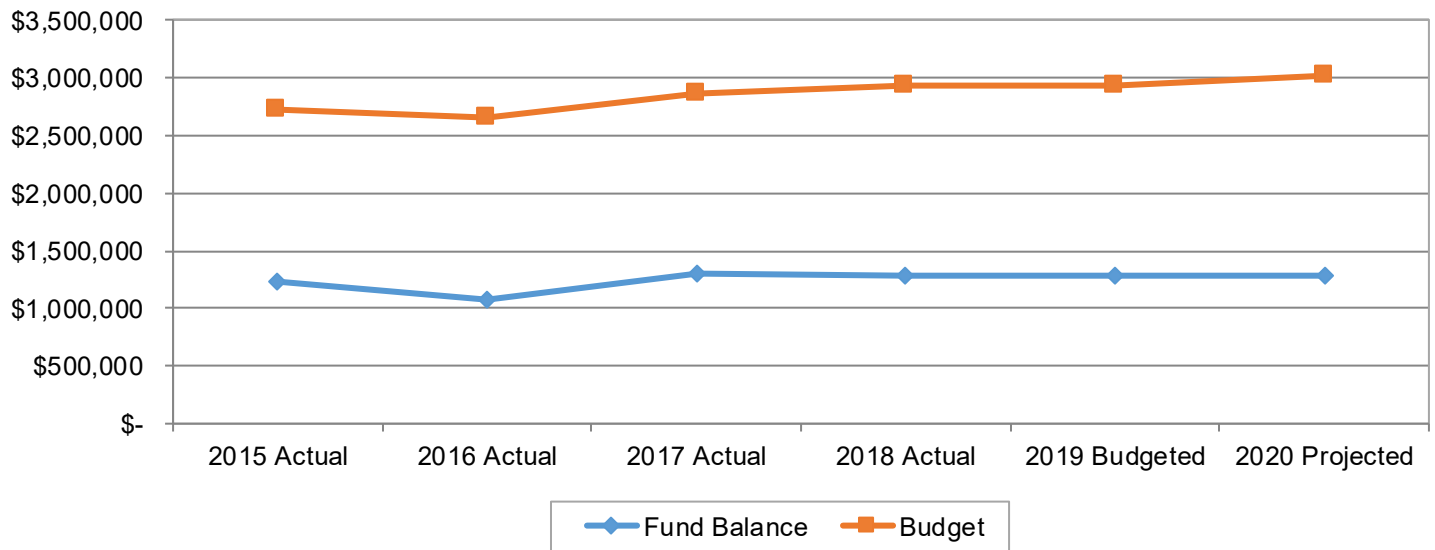
	2018	Budget 2019	2020	Increase/ (Decrease)	Percent Change
Revenues					
Taxes	\$ 2,558,909	\$ 2,656,535	\$ 2,796,381	\$ 139,846	5.26%
Licenses and permits	160,810	165,070	169,458	4,388	2.66%
Intergovernmental	72,216	16,000	16,000	-	0.00%
Charges for services	63,930	41,150	41,150	-	0.00%
Fines and forfeitures	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%
Total Revenues	\$ 2,920,065	\$ 2,937,495	\$ 3,081,729	\$ 144,233	4.91%
Expenditures					
Mayor and City Council	\$ 29,302	\$ 23,056	\$ 23,235	\$ 179	0.78%
Financial administration	409,488	426,685	450,448	23,762	5.57%
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	610,134	38,485	6.73%
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	40,000	20,000	100.00%
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%
Total Expenditures	2,937,255	2,937,495	3,081,729	144,233	4.91%
Excess (Deficient) Revenue	(17,190)	-	-	-	
Other Financing Sources					
Sale of capital assets	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	-	
Net Change	\$ (17,190)	\$ -	\$ -	\$ -	

General Fund Balance

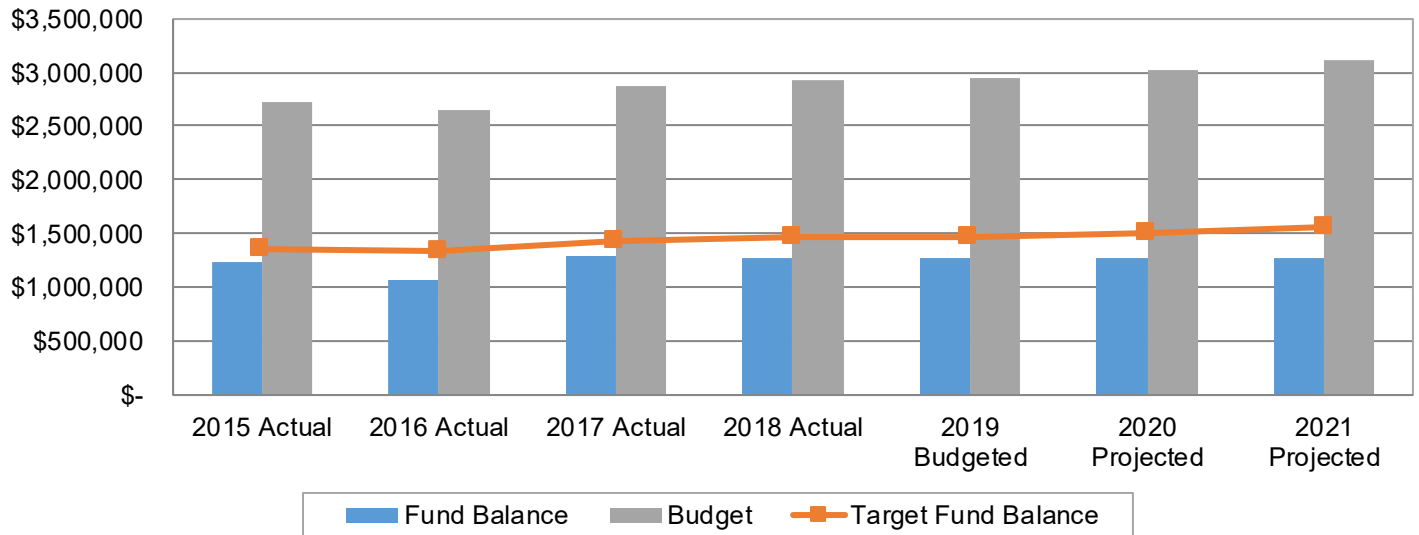
The City has built a healthy fund balance which can contribute to a positive bond rating and mitigates the potential for needing short term borrowing. It will be important to continue to maintain reserve levels at 40 to 50 percent. A summary of the general fund balance history and 2019 budget is as follows. 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 present 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	1,279,825	2,934,508	43.6%
2019 Budgeted	1,279,825	2,937,495	43.6%
2020 Projected	1,279,825	3,025,620	42.3%
2021 Projected	1,279,825	3,116,388	41.1%



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	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	-	-	-	-	-	-	-	-
	Total Revenues	61,017	65,955	63,353	33,038	64,010	64,510	66,330	
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/Ffes	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	
	Total Expenses	59,863	55,459	59,195	53,138	64,010	64,510	66,330	
	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

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.

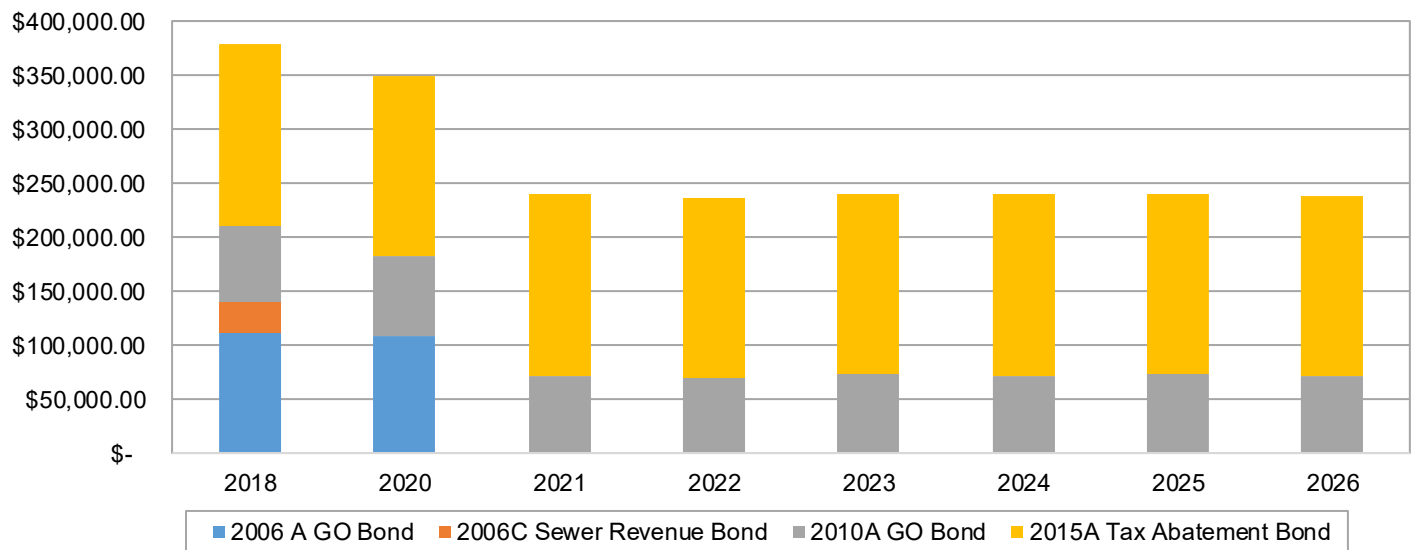
City of Independence, Minnesota
Capital Improvement Plan - Administrative Fund 404
Schedule of Planned Capital Outlay 2020 to 2021

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>

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



City of Independence
2019 Budget

Account	Description	Final		8/31/2019		Budget				
		2016	2017	2018	2019	2018	2019	2020		
Taxes										
100-31010	AD VALOREM TAXES	\$ 2,131,543	\$ 2,277,890	\$ 2,443,587	\$ 1,352,547	\$ 2,466,755	\$ 2,548,448	\$ 2,671,905	4.84%	
100-31030	BONDS & INTEREST	2,296	-	-	-	-	-	-	0.00%	
100-31040	FISCAL DISPARITIES	77,821	83,067	90,469	-	92,154	108,087	124,476	15.16%	
Total Taxes		2,211,660	2,360,957	2,534,056	1,352,547	2,558,909	2,656,535	2,796,381	5.26%	
Licenses and permits										
100-32100	BUSINESS LICENSES	17,400	17,200	17,592	\$ 17,780	13,240	13,240	13,240	0.00%	
100-32210	BUILDING PERMIT	155,824	224,483	166,031	145,648	142,000	146,260	150,648	3.00%	
100-32211	PLAN REVIEW	-	-	-	44,057	-	-	-	0.00%	
100-32240	ANIMAL LICENSES	500	775	460	520	570	570	570	0.00%	
100-32250	MISC. LICENSES & PERMITS	7,415	3,560	4,086	6,780	5,000	5,000	5,000	0.00%	
Total Licenses and Permits		181,139	246,018	188,169	214,785	160,810	165,070	169,458	2.66%	
Intergovernmental										
100-33400	STATE GRANT	962	39,716	39,716	\$ -	39,716	-	-	0.00%	
100-33401	LOCAL GOVERNMENT AID	24,130	18,118	18,367	9,227	9,000	8,000	8,000	0.00%	
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	17,035	14,500	-	-	0.00%	
100-33620	COUNTY GRANTS & AID (OTHER)	21,081	11,678	9,966	8,745	9,000	8,000	8,000	0.00%	
100-33630	C.D.B.G./MISC. CREDIT	-	-	-	-	-	-	-	0.00%	
Total Intergovernmental		46,311	84,224	82,573	35,007	72,216	16,000	16,000	0.00%	
Charges for Services										
100-34103	ZONING/SUBDIVISION FEE	(14,119)	6,550	10,500	\$ 5,615	18,540	12,000	12,000	0.00%	
100-34104	WATER RESOURCE FEES	-	100	2,000	5,200	-	-	-	0.00%	
100-34105	SALE-MAPS,PUBLICATION,COPIES	20	241	-	-	100	-	-	0.00%	
100-34107	ASSESSMENT SEARCH FEES	25	-	275	200	150	150	150	0.00%	
100-34108	ADMINISTRATIVE CHARGES/REIMBUR	42,941	24,308	30,719	17,433	29,520	28,000	28,000	0.00%	
100-34305	PUBLIC WORKS REIMBURSEMENTS	1,170	630	732	886	570	600	600	0.00%	
100-34306	BUILDING INSPECTIONS REIMBURSE	-	395	62	58	1,100	400	400	0.00%	
100-34307	PLANNING/ZONING REIMB. DEVL.	6,338	2,130	1,500	-	10,610	-	-	0.00%	
100-34308	LEGAL FEE/ REIMB. DEV.	-	-	-	-	570	-	-	0.00%	
100-34309	ENG. FEE/ REIMB. DEV.	-	-	-	-	2,770	-	-	0.00%	
100-36242	PARK RENTAL FEE	900	-	-	-	-	-	-	0.00%	
100-34310	MINNEHAHA WATERSHED REIMBURSEMENT	-	-	-	-	-	-	-	0.00%	
Total Charges for Services		37,275	34,355	45,787	29,393	63,930	41,150	41,150	0.00%	
Fines and Forfeitures										
100-35000	COURT FINES/DOG IMPOUNDING	54,637	48,421	46,593	38,392	47,740	47,740	47,740	0.00%	
Total Fines and Forfeitures		54,637	48,421	46,593	38,392	47,740	47,740	47,740	0.00%	
Special Assessments										
100-36100	SPECIAL ASSESS/INT (CTY. PYMT)	2,748	-	6,374	-	-	-	-	0.00%	
Total Special Assessments		2,748	-	6,374	-	-	-	-	0.00%	
Interest on Investments										
100-36210	INTEREST EARNINGS	\$ 5,429	\$ 4,347	7,445	4,305	\$ 5,520	\$ 5,000	\$ 5,000	0.00%	
Total Interest on Investments		5,429	4,347	7,445	4,305	5,520	5,000	5,000	0.00%	

City of Independence
2019 Budget

Account	Description	Final	8/31/2019				Budget		
		2016	2017	2018	2019	2018	2019	2020	
Miscellaneous									
100-36220	INSURANCE PREMIUM REFUND	6,618	2,321	1,327	\$ 43	3,870	3,500	3,500	0.00%
100-36230	MISC. CONTRIB./REFUND	677	27,439	939	47,396	570	500	500	0.00%
100-36231	DONATIONS	-	-	4,550	-	4,500	-	-	0.00%
100-36240	COMMUNITY CENTER REVENUES	2,055	1,350	1,500	500	2,000	2,000	2,000	0.00%
100-36242	PARK RENTAL FEE	-	500	500	550	-	-	-	0.00%
100-36250	SALES TAX (COLLECTED)	(47)	-	(45)	-	-	-	-	0.00%
100-36260	FESTIVAL REVENUES	-	-	-	-	-	-	-	0.00%
100-36261	EVENT REVENUES	4,314	-	-	-	-	-	-	0.00%
100-39102	COMPENSATION FOR LOSS OF GEN	-	-	-	-	-	-	-	0.00%
100-39900	PROCEEDS FROM LEASE	-	15,508	-	-	-	-	-	0.00%
Total Miscellaneous		13,616	47,118	8,771	48,489	10,940	6,000	6,000	0.00%
Transfers									
100-39200	Transfer in	-	-	-	-	-	-	-	0.00%
Total Transfers		-	-	-	-	-	-	-	0.00%
Total		2,552,815	2,825,440	2,919,767	1,722,919	2,920,065	2,937,495	3,081,729	4.91%
Mayor and Council									
100-41000-100	MAYOR'S SALARY	3,000	3,000	3,000	2,250	3,000	3,000	3,000	0.00%
100-41000-103	COUNCIL SALARIES	7,650	7,200	6,784	5,400	7,200	7,200	7,200	0.00%
100-41000-122	FICA(6.2) MEDICARE (1.45)	780	780	780	585	780	780	780	0.00%
100-41000-321	COMMUNICATIONS	3,000	-	-	-	-	-	-	0.00%
100-41000-331	CONFERENCE & TRAVEL	7,034	7,649	18,554	4,980	15,520	9,000	9,000	0.00%
100-41000-360	WORKERS COMP INSURANCE	939	1,080	-	-	922	-	-	0.00%
100-41000-361	INSURANCE	-	-	1,128	1,297	-	1,195	1,375	15.01%
100-41000-405	MISCELLANEOUS	134	60	-	225	230	230	230	0.00%
100-41000-433	DUES & SUBSCRIPTIONS	1,059	1,309	109	329	1,650	1,650	1,650	0.00%
Total Mayor and Council		23,596	21,078	30,355	15,066	29,302	23,056	23,235	0.78%
Election									
100-41410-102	ELECTION OFFICIAL'S WAGES (PT)	3,475	885	2,553	928	1,550	1,500	1,500	0.00%
100-41410-210	OPERATING SUPPLIES/MTN EQUIP.	1,199	983	1,081	126	720	1,000	1,000	0.00%
100-41410-350	PRINTING & PUBLICATIONS	69	730	2,143	-	-	750	750	0.00%
100-41410-351	BALLOT PRINTING	-	-	-	-	-	-	-	0.00%
100-41410-405	MISCELLANEOUS	1,415	918	1,176	90	1,060	1,000	2,800	180.00%
Total Election		6,158	3,515	6,952	1,144	3,330	4,250	6,050	42.35%

City of Independence
2019 Budget

Account	Description	Final		8/31/2019		Budget				
		2016	2017	2018	2019	2018	2019	2020		
Financial Administration										
100-41500-101	WAGES (FULL-TIME)	\$ 40,973	\$ 42,402	\$ 45,796	\$ 39,794	\$ 44,500	\$ 49,824	\$ 52,344	5.06%	
100-41500-102	WAGES (PART-TIME)	25,052	26,409	35,093	30,766	34,130	35,855	37,651	5.01%	
100-41500-103	WAGES (TEMPORARY HELP)	-	-	-	-	-	-	-	0.00%	
100-41500-121	PERA	5,526	5,164	6,241	5,601	5,900	6,426	6,750	5.04%	
100-41500-122	FICA/MEDICARE	6,372	4,469	6,364	5,690	6,020	6,554	6,885	5.04%	
100-41500-131	CITY PAID BENEFIT ALLOWANCE-LI	6,313	10,433	24,202	26,592	23,920	24,398	25,036	2.61%	
100-41500-133	COBRA EMPLOYEE INSURANCE	-	-	-	-	-	-	-	0.00%	
100-41500-200	OFFICE SUPPLIES	3,950	4,396	5,182	4,740	4,370	4,500	4,635	3.00%	
100-41500-301	AUDITING FEES	28,430	10,090	10,270	10,270	12,000	10,578	12,600	19.11%	
100-41500-305	CPA FEES	58,356	74,244	75,266	63,416	64,000	68,180	70,225	3.00%	
100-41500-302	ADMINSTRATION CONSULTING	-	-	-	76,425	-	93,536	98,213	5.00%	
100-41500-310	OTHER CONSULTING EXPENSE	55,390	84,032	107,153	12,253	101,960	15,000	20,450	36.33%	
100-41500-313	UNCOLLECTED PROJECT EXPENSES	-	-	32,115	2,778	-	-	-	0.00%	
100-41500-315	ASSESSOR'S FEE	57,654	60,000	62,000	65,000	61,800	60,000	61,800	3.00%	
100-41500-321	COMMUNICATIONS	4,675	3,755	5,769	4,511	3,830	3,976	4,095	3.00%	
100-41500-322	POSTAGE	286	824	1,528	904	1,650	1,650	1,700	3.00%	
100-41500-330	TRANSPORTATION	-	-	-	-	-	-	-	0.00%	
100-41500-331	TRAVEL & CONFERENCE EXPENSE	666	1,428	1,323	575	1,600	1,600	1,648	3.00%	
100-41500-350	PRINTING&PUBLICATIONS-(LEGALS)	12,613	8,544	13,079	12,590	13,000	13,000	13,390	3.00%	
100-41500-360	WORKERS COMP INSURANCE	9,418	7,302	7,941	7,263	8,098	8,576	9,262	8.00%	
100-41500-361	INSURANCE	-	-	1,325	1,342	-	1,404	1,488	6.00%	
100-41500-404	MAINT.&REPAIR EQUIP.(CONTRACT)	1,273	2,705	175	-	4,240	4,240	4,367	3.00%	
100-41500-405	MISCELLANEOUS	1,340	1,522	1,505	1,332	1,090	1,500	1,545	3.00%	
100-41500-433	DUES & SUBSCRIPTIONS	10,128	8,210	4,192	4,516	6,230	9,279	9,557	3.00%	
100-41500-602	LEASE/PURCHASE (COPIER)	9,041	6,454	3,764	3,871	8,740	4,048	4,169	3.00%	
100-49000-720	TRANSFERS OUT	-	-	-	-	-	-	-	0.00%	
100-49000-800	CONTINGENCY	-	-	-	-	-	-	-	0.00%	
100-49240-375	CLAIM DEDUCTIBLE	-	-	-	-	560	560	577	3.00%	
100-49240-620	AGENCY FEES	1,700	1,700	2,000	-	1,850	2,000	2,060	3.00%	
100-49300-720	TRANSFER OUT	-	-	48,950	-	48,950	-	-	0.00%	
Total Financial Administration		339,155	364,084	501,234	380,228	458,438	426,685	450,448	5.57%	
Capital Outlay - General Government										
100-41500-560	CAPITAL OUTLAY (OFFICE EQUIP)	-	-	1,841	11,333	560	20,000	40,000	100.00%	
100-41500-570	CAPITAL OUTLAY (COMPUTER EQUIP	950	15,508	-	269	560	-	-	0.00%	
100-41940-510	C.O. (LAND AND BUILDING)	1,662	28,819	4,610	385	20,000	-	-	0.00%	
Total Capital Outlay - General Government		2,612	44,327	6,451	11,987	21,120	20,000	40,000	100.00%	
Legal Services										
100-41600-304	CIVIL, LEGAL (K&G)	\$ 41,781	\$ 48,689	19,733	10,872	16,390	\$ 16,882	\$ 17,388	3.00%	
100-41600-306	PROSECUTION (C&C)	23,795	16,812	19,215	14,696	24,500	22,000	22,660	3.00%	
100-41600-312	CODIFICATION OF ORDINANCES	-	-	2,330	2,048	1,500	1,500	2,500	66.67%	
100-41600-405	MISC.	-	-	-	-	-	-	-	0.00%	
Total Legal Services		65,576	65,501	41,277	27,615	42,390	40,382	42,548	5.36%	
Planning and Zoning										
100-41900-307	PLANNER CONSULTING	25,590	24,064	26,460	25,468	23,880	25,074	26,328	5.00%	
100-41900-311	WATER RESOURCE STAFF FEE	-	551	-	-	-	-	-	0.00%	
100-41900-360	WORKERS COMP INSURANCE	5,538	5,498	-	-	6,371	-	-	0.00%	
100-41900-361	INSURANCE	-	-	4,949	4,511	-	5,246	4,782	-8.85%	
100-41900-405	MISC.	-	-	84	640	-	-	-	0.00%	
Total Planning and Zoning		31,128	30,113	31,493	30,619	30,251	30,320	31,110	2.60%	

City of Independence
2019 Budget

Account	Description	Final	8/31/2019				Budget		
		2016	2017	2018	2019	2018	2019	2020	
Water Resource									
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%
Total Water Resource		6,916	1,628	(1,005)	305	8,520	8,520	8,520	0.00%
General Government Buildings									
100-41940-321	COMMUNICATIONS	7,167	12,225	10,584	7,880	8,300	13,534	13,534	0.00%
100-41940-350	ADVERTISING (COMM. CENTER)	25	-	-	-	-	-	-	0.00%
100-41940-360	WORKERS COMP INSURANCE	2,111	2,253	-	-	2,427	-	-	0.00%
100-41940-361	INSURANCE	-	-	2,317	3,377	-	2,456	3,580	45.77%
100-41940-380	UTILITIES (NSP,GAS,LINEN)	8,435	2,814	8,632	5,789	12,000	12,000	12,000	0.00%
100-41940-384	GARBAGE PICK-UP	1,026	1,240	1,266	1,090	1,190	1,270	1,270	0.00%
100-41940-401	MAINT.&REPAIR BLD	13,644	10,301	11,467	7,387	11,800	12,154	12,519	3.00%
100-41940-402	MUSEUM	-	-	-	-	150	150	150	0.00%
100-41940-403	GROUND MAINTENANCE	149	-	-	580	540	540	540	0.00%
100-41940-404	SNOW REMOVAL	-	-	-	-	-	-	-	0.00%
100-41940-405	MISCELLANEOUS	3,435	4,845	4,223	4,797	-	-	5,000	0.00%
Total General Government Buildings		35,991	33,677	38,490	30,901	36,407	42,104	48,593	15.41%
Police									
100-42400-301	AUDITING FEES	\$ -	\$ -	-	-	\$ -	\$ -	-	0.00%
100-42000-405	MISCELLANEOUS	-	1,121	-	-	1,190	1,190	\$ 1,190	0.00%
100-42000-440	CONTRACT	1,132,960	1,089,403	1,114,388	912,499	1,118,860	1,119,531	\$ 1,145,343	2.31%
100-42000-441	ROOM & BOARD	-	-	-	-	-	\$ -	-	0.00%
100-42000-442	PRISONER BOOKING	2,916	1,030	920	3,966	1,650	1,650	\$ 1,650	0.00%
100-42000-461	BUILDING CODE SURCHARGE	-	-	-	-	-	-	-	0.00%
Total Police		1,135,875	1,091,554	1,115,308	916,464	1,121,700	1,122,371	1,148,183	2.30%
Fire									
100-42000-450	FIRE PROTECTION	331,359	332,979	356,229	319,159	358,649	392,731	404,513	3.00%
Total Fire		331,359	332,979	356,229	319,159	358,649	392,731	404,513	3.00%
Building Inspection									
100-42400-101	WAGES (FULL-TIME)	74,283	75,417	73,670	69,479	70,580	75,008	78,803	5.06%
100-42400-104	WAGES- (TEMP HELP)	151	443	-	-	430	-	-	0.00%
100-42400-121	PERA	4,656	5,604	5,649	5,526	5,290	5,626	5,910	5.06%
100-42400-122	FICA/MEDICARE	6,370	4,677	5,759	5,602	5,400	5,738	6,028	5.05%
100-42400-131	CITY PAID BENEFIT ALLOWANCE-LI	8,416	14,936	13,969	13,455	14,800	15,092	15,545	3.00%
100-42400-200	OFFICE SUPPLIES	258	941	322	209	280	700	700	0.00%
100-42400-212	VEHICLE OPER.SUPPLIES(FUEL,ETC	631	710	760	602	480	800	800	0.00%
100-42400-310	OTHER CONSULTING EXPENSE	-	284	1,334	346	150	500	500	0.00%
100-42400-321	COMMUNICATIONS	2,084	1,650	1,764	1,666	1,650	1,957	2,016	3.00%
100-42400-331	CONFERENCE & TRAVEL	955	265	819	1,613	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%
100-42400-361	INSURANCE	-	-	1,251	1,451	-	1,326	1,366	2.98%
100-42400-405	MISCELLANEOUS	-	-	-	-	-	-	-	0.00%
100-42400-433	DUES & SUBSCRIPTIONS	95	644	550	155	300	300	400	33.33%
Total Building Inspection		101,268	108,707	109,023	103,010	104,100	111,878	118,101	5.56%

City of Independence
2019 Budget

Account	Description	Final				8/31/2019				Budget	
		2016	2017	2018	2019	2018	2019	2020			
Capital Outlay - Public Safety											
100-42400-570	CAPITAL OUTLAY (EQUIP PURCHA)	-	1,297	-	-	430	430	-	-100.00%		
100-42000-570	C. O.	-	-	-	-	-			0.00%		
Total Capital Outlay - Public Safety		-	1,297	-	-	430	430	-	-100.00%		
Streets											
100-43100-101	WAGES (FULL-TIME)	\$ 160,279	\$ 160,143	165,929	171,308	\$ 154,390	\$ 168,576	\$ 143,830	-14.68%		
100-43100-102	WAGES (PART-TIME)	204	204	-	-	-	-	-	0.00%		
100-43100-121	PERA	11,896	12,931	13,829	11,426	9,390	12,643	10,787	-14.68%		
100-43100-122	FICA/MEDICARE	13,690	10,517	13,223	11,710	9,570	12,896	11,003	-14.68%		
100-43100-131	CITY PAID BENEFIT ALLOWANCE	24,951	26,378	35,557	28,796	33,490	34,950	35,999	3.00%		
100-43100-210	OPERATING SUPPLIES	95	240	-	259	660	660	660	0.00%		
100-43100-212	VEHICLE OPER.SUPPLIES(FUEL,ETC	14,102	12,190	20,428	20,262	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%		
100-43100-218	UNIFORMS	2,648	2,441	2,703	3,906	1,700	2,800	2,884	3.00%		
100-43100-219	CULVERTS	-	4,402	2,499	7,543	5,000	5,000	5,150	3.00%		
100-43100-220	MAINT.&REPAIR SUPPLIES (EQUIP)	23,414	18,681	21,846	23,048	23,000	23,000	23,690	3.00%		
100-43100-223	MAINT. & REPAIR SUPPLIES(BLDG.)	4,746	4,090	4,321	5,043	4,780	4,780	4,923	3.00%		
100-43100-224	ROAD MANT>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	-	-	1,057	330	330	340	3.00%		
100-43100-301	AUDITING FEES	-	-	-	-	-	-	-	0.00%		
100-43100-303	ENGINEERING	1,570	4,541	2,035	7,574	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	5,637	4,240	5,603	5,771	3.00%		
100-43100-331	TRAVEL,CONF.,EDUC.EXPENSE	1,785	485	600	330	1,060	1,060	1,092	3.00%		
100-43100-350	PRINTING & PUBLICATIONS	687	981	-	1,158	330	3,500	3,605	3.00%		
100-43100-360	WORKERS COMP INSURANCE	14,342	11,512	7,941	7,263	14,798	8,576	8,833	3.00%		
100-43100-361	INSURANCE	-	-	6,856	9,442	-	7,267	7,485	3.00%		
100-43100-380	UTILITIES	11,539	7,888	8,386	6,478	9,840	10,135	10,439	3.00%		
100-43100-381	STREET LIGHTING	3,926	6,701	4,922	3,436	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	499	260	260	268	3.00%		
100-43100-403	SEAL COATING	-	-	-	-	-	-	24,148	0.00%		
100-43100-404	ROAD TILING	-	-	-	-	-	-	24,148	0.00%		
100-43100-407	SNOW REMOVAL-MATERIALS	20,795	27,259	26,977	25,338	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	1,280	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	1,249	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	57,186	60,000	68,623	75,000	9.29%		
Total Streets		571,676	545,545	629,757	579,281	644,948	643,187	688,137	6.99%		

City of Independence
2019 Budget

Account	Description	Final	8/31/2019				Budget		
		2016	2017	2018	2019	2018	2019	2020	
Capital Outlay - Public Works									
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%
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%
Recycling									
100-43200-383	RECYCLING EXPENSES	52,983	48,874	49,035	42,396	51,500	51,500	51,500	0.00%
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	42,611	51,500	51,500	51,500	0.00%
Park									
100-45100-120	COMMUNITY EVENT CONTRIBUTIONS	4,011	6,158	4,644	3,292	4,200	6,900	6,900	0.00%
100-45100-405	MISCELLANEOUS	-	-	-	-	-	-	-	0.00%
100-45200-409	YOUTH GROUPS	600	-	-	-	660	660	660	0.00%
100-45300-210	SUPPLIES & MATERIALS	64	-	1,368	100	1,090	1,090	1,090	0.00%
100-45300-220	REPAIRS & MAINTENANCE (MOWING)	6,383	6,902	6,379	8,822	6,020	6,201	6,387	3.01%
100-45300-230	EQUIPMENT PURCHASES	1,114	-	-	-	560	560	560	0.00%
100-45300-310	OTHER CONSULTING EXPENSE	-	-	-	-	560	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	3,745	16.25%
100-45300-380	UTILITIES/WASTE REMOVAL	1,911	-	-	-	660	660	660	0.00%
100-45300-405	MISCELLANEOUS	-	-	-	-	230	230	230	0.00%
100-45300-451	FESTIVAL EXPENDITURES	-	-	-	-	-	-	-	0.00%
Total Park		16,906	16,015	15,430	15,746	18,960	20,082	20,792	3.53%
Total		2,725,126	2,717,030	2,934,508	2,489,255	2,937,255	2,937,495	3,081,729	4.91%
Revenues Over (Under) Expenditures		(172,311)	108,410	(14,741)	(766,336)	-	-	-	
Other Financing Sources									
100-39101	SALE OF LAND	-	-	-	-	-	-	-	
Total Other Financing Sources		-	-	-	-	-	-	-	
Net Change in General Fund Fund Balance		\$ (172,311)	\$ 108,410	\$ (14,741)	\$ (766,336)	\$ -	\$ -	\$ -	

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	

City of Independence

Approval of the Local Water Management Plan and 3rd Generation Watershed Management Plan

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: December 3, 2019

Discussion:

As a part of the 2040 Comprehensive Plan process, the City was required to update the Local Water Management Plan and the Watershed Management Plan. These documents have now been approved by the watershed district and are ready to be formally approved by the City Council. The City's water resource consultant Hakanson Anderson will present a summary of the reports at the City Council Meeting.

Recommendation:

Council can consider approval of the following resolutions:

- a. **RESOLUTION 19-1203-04** – Adopting the 2020 Local Water Management Plan.
- b. **RESOLUTION 19-1203-05** – Adopting the 2020 Watershed Management Plan 3rd Generation.

Attachments: Local Water Management Plan and Watershed Management Plan – Not Included in Meeting Packet (under separate cover).

MEETING DATE: October 10, 2019**TITLE:** Approval of Independence Local Water Management Plan**RES. NUMBER:** 19-089**PREPARED BY:** Becky Christopher**E-MAIL:** bchristopher@minnehahacreek.org**TELEPHONE:** (952) 641-4512**REVIEWED BY:** ☐ Administrator ☐ Counsel ☐ Program Mgr.
☐ Board Committee ☐ Engineer ☐ Other**WORKSHOP ACTION:**

- | | |
|--|---|
| <input type="checkbox"/> Advance to Board mtg. Consent Agenda. | <input type="checkbox"/> Advance to Board meeting for discussion prior to action. |
| <input type="checkbox"/> Refer to a future workshop (date): _____ | <input type="checkbox"/> Refer to taskforce or committee (date): _____ |
| <input type="checkbox"/> Return to staff for additional work. | <input type="checkbox"/> No further action requested. |
| <input checked="" type="checkbox"/> Other: Requesting final action on October 10, 2019 | |

PURPOSE or ACTION REQUESTED:

Approval of the City of Independence Local Water Management Plan

PROJECT/PROGRAM LOCATION:

City of Independence

PROJECT TIMELINE:

December 31, 2018	Independence LWMP first draft submitted to MCWD
February 28, 2018	MCWD comments and denial letter sent
August 14, 2019	Independence LWMP revised draft submitted to MCWD
October 1, 2019	MCWD comments sent
October 7, 2019	Independence LWMP final draft submitted to MCWD

PROJECT/PROGRAM COST:

N/A

PAST BOARD ACTION:

December 29, 2011	MCWD approval of Independence local water management plan (11-111)
January 11, 2018	Approval and adoption of MCWD Watershed Management Plan for the implementation period 2018-2027 (18-004)

SUMMARY:Background:

MN Statutes § 103B.235 and MN Rules § 8410.0160 grant watershed districts the authority to review and approve local water management plans (LWMPs). Under this framework, watershed districts can assign

responsibilities to local government units (LGUs) for carrying out implementation actions defined in the watershed plan. The LWMP is a required element of the LGU comprehensive land use management plan which LGU's were required to adopt by the end of 2018.

The Minnehaha Creek Watershed District (MCWD or District) adopted its new Watershed Management Plan (Plan) in January 2018. The Plan is rooted in the District's Balanced Urban Ecology policy (BUE) as the principal strategy to accomplish its mission. The BUE policy recognizes the inter-dependence of the natural and built environment and that both benefit through a holistic planning approach. The BUE policy establishes the guiding principles of focus in areas of highest resource needs, flexibility to respond to emerging opportunities as a result of land use change in real time, and pursuing clean water goals in partnership with our communities.

The Plan establishes the District as a regional water planning agency. The Plan provides rationale for subwatershed-based planning and prioritization by which to focus implementation efforts for the 2018-2027 Plan cycle. The District has prioritized the subwatersheds of Minnehaha Creek, Six Mile Creek-Halsted Bay and Painter Creek-Jennings Bay based on a combination of resource needs and opportunities for management of some of the State's most prized recreational natural resources of Lake Minnetonka and Minnehaha Creek – including the Minneapolis Chain of Lakes.

In addition to these focused planning and implementation efforts, the District's approach watershed-wide is to remain responsive to opportunities created by local land use change or partner initiatives. The District's responsive approach relies on early and effective coordination by the District's communities to help identify opportunities to integrate plans and investments. As opportunities arise, the District will evaluate them against the resource needs and priorities defined for each subwatershed in the District's Plan and determine the appropriate response. The District has a wide range of services it can mobilize to address resource needs and support partner efforts, including data collection and diagnostics, technical and planning assistance, permitting assistance, education and capacity building, grants, and capital projects.

Integration of land use and water planning is the primary focus of the LWMP requirements set forth in the District's Plan. To effectively integrate the goals of MCWD and its LGUs in a way that maximizes community benefits and effectively leverages public funds, the District has invited a partnership framework with its communities. In addition to the legally required elements of LWMPs, as defined in State statute and rules, the MCWD Plan requires communities to propose a coordination plan which describes how the LGU and MCWD will share information and work together to integrate land use and water planning. Specifically, the purpose of a MCWD/LGU coordination plan is to:

1. Establish a framework to be informed as to current LGU land use and infrastructure planning and enable early coordination of land use and water resources management
2. Foster LGU development regulation that integrates water resource protection before plans are fixed
3. Identify and capitalize on project opportunities for improved water resources outcomes while maximizing other public and private goals

As established in the District's Plan, MCWD will prioritize implementation efforts and resource deployment based on its established priorities and LGU commitment to coordination. This commitment is demonstrated through the coordination plan and its implementation by the LGU.

Independence LWMP Summary:

The City of Independence (City) has submitted its LWMP for MCWD review and approval. District staff reviewed the LWMP and provided detailed comments regarding the goals and requirements of the District's Plan for consideration and incorporation into the LWMP.

The City of Independence occupies approximately 4.8 square miles in the Painter Creek subwatershed of MCWD. The majority of the City (70.5 square miles) is located in the Pioneer-Sarah Creek Watershed Commission. Primary water resources within the MCWD portion of the City include SOBI Marsh, Potato Marsh, and Painter Marsh along Painter Creek. The subwatershed drains Jennings Bay of Lake Minnetonka, which is impaired for nutrients. The lower reaches of Painter Creek are also impaired for *E. coli* bacteria.

The District has identified the Painter Creek subwatershed as a priority area to focus implementation efforts in this plan cycle. Management strategies within the Painter Creek subwatershed will focus on restoring wetland and stream systems in ways that reduce nutrient loading downstream to Jennings Bay, while improving ecological integrity and corridor connectivity within the subwatershed. The MCWD has previously established a partnership with the United States Army Corps of Engineers (USACE), which identified the potential restoration of four major wetland marsh systems within this subwatershed (three of which are in Independence) under the Federal Section 206 Program.

The Independence LWMP references the 2010 USACE report and states that the City will work cooperatively with the MCWD to review land use applications that are received within these project areas and identify opportunities to incorporate restoration projects. Other implementation priorities identified by the City for this plan cycle include regulation of new development, promotion of low impact development, enforcement of the City's manure management policy, and maintenance of the stormwater system.

As a required element of the LWMP, the City has developed a MCWD-City Coordination Plan (attached) which serves as a framework to support ongoing communication and promote value-added collaboration between the City and MCWD. The Coordination Plan covers the following areas: annual meeting, land use planning, regulatory coordination, public infrastructure improvements, and education programming.

The City has not proposed to acquire implementation authority for any MCWD water resource regulation and has proposed that the District retain Local Government Unit status for the Wetland Conservation Act.

Recommendation:

Staff has verified that the LWMP meets the requirements of Minnesota Statutes §103B.235, Minnesota Rules 8410.0160, and the MCWD Watershed Management Plan and recommends approval.

Attachments:

1. Independence Map
2. Independence Coordination Plan
3. Independence LWMP (via website)

RESOLUTION

RESOLUTION NUMBER: 19-089

TITLE: Approval of Independence Local Water Management Plan

WHEREAS, on January 11, 2018, the MCWD adopted its Watershed Management Plan (WMP) pursuant to Minnesota Statutes §103B.231 and Minnesota Rules 8410, which describes how the MCWD will fulfill its responsibilities under the Metropolitan Surface Water Management Act for implementation over the period 2018-2027, and which is guided by the organizational strategy and approach defined through the Balanced Urban Ecology policy; and

WHEREAS, the Balanced Urban Ecology policy prioritizes partnership with the land use community to integrate policy, planning, and implementation in order to leverage the value created when built and natural systems are in harmony; and

WHEREAS, the Balanced Urban Ecology policy rests on the guiding principles of focusing in areas of highest resource needs, being flexible to respond to opportunities that arise through land use changes, and working in partnership to achieve the MCWD's goals; and

WHEREAS, on watershed district adoption of its WMP, cities and towns (local government units or LGUs) within the watershed must prepare local water management plans (LWMPs) that meet content requirements of Minnesota Statutes §103B.235, Minnesota Rules 8410.0160 and the WMP; and

WHEREAS, the LWMP is a primary tool to provide a framework for increased early coordination of land use and water planning through the coordination plan that is a required component of the LWMP and the content of which is described in the WMP, Appendix A; and

WHEREAS, the MCWD will prioritize implementation efforts and resource deployment based on its established priorities and LGU commitment to coordination as demonstrated through the coordination plan and its implementation by the LGU; and

WHEREAS, the City of Independence (City) has revised its LWMP and submitted it to the MCWD for review and approval; and

WHEREAS, MCWD staff reviewed the draft LWMP, provided detailed written comments on the LWMP, and thereafter worked with City staff to achieve the development of a proposed LWMP for consideration by the MCWD Board of Managers; and

WHEREAS, the Metropolitan Council has reviewed the LWMP and provided its written comments to the MCWD in a letter on March 20, 2019, and the MCWD has fully considered the comments; and

WHEREAS, the LWMP states that the City does not choose to exercise sole regulatory authority but, instead, wishes that the MCWD continue to require permits for the use and development of land, and otherwise exercise its regulatory authority, within the meaning of Minnesota Statutes §103B.211, subd. 1(a)(3); and

WHEREAS, the LWMP states that the City elects for the District to continue to act as the Local Government Unit responsible to implement the Minnesota Wetland Conservation Act; and

WHEREAS, the LWMP contains a coordination plan that meets the standards set forth in the MCWD WMP, Appendix A; and

WHEREAS, the MCWD has determined that the final revised LWMP meets the requirements of Minnesota Statutes § 103B.235, Minnesota Rules 8410.0160, and is consistent with the MCWD WMP including Appendix A, "Local Water Plan Requirements";

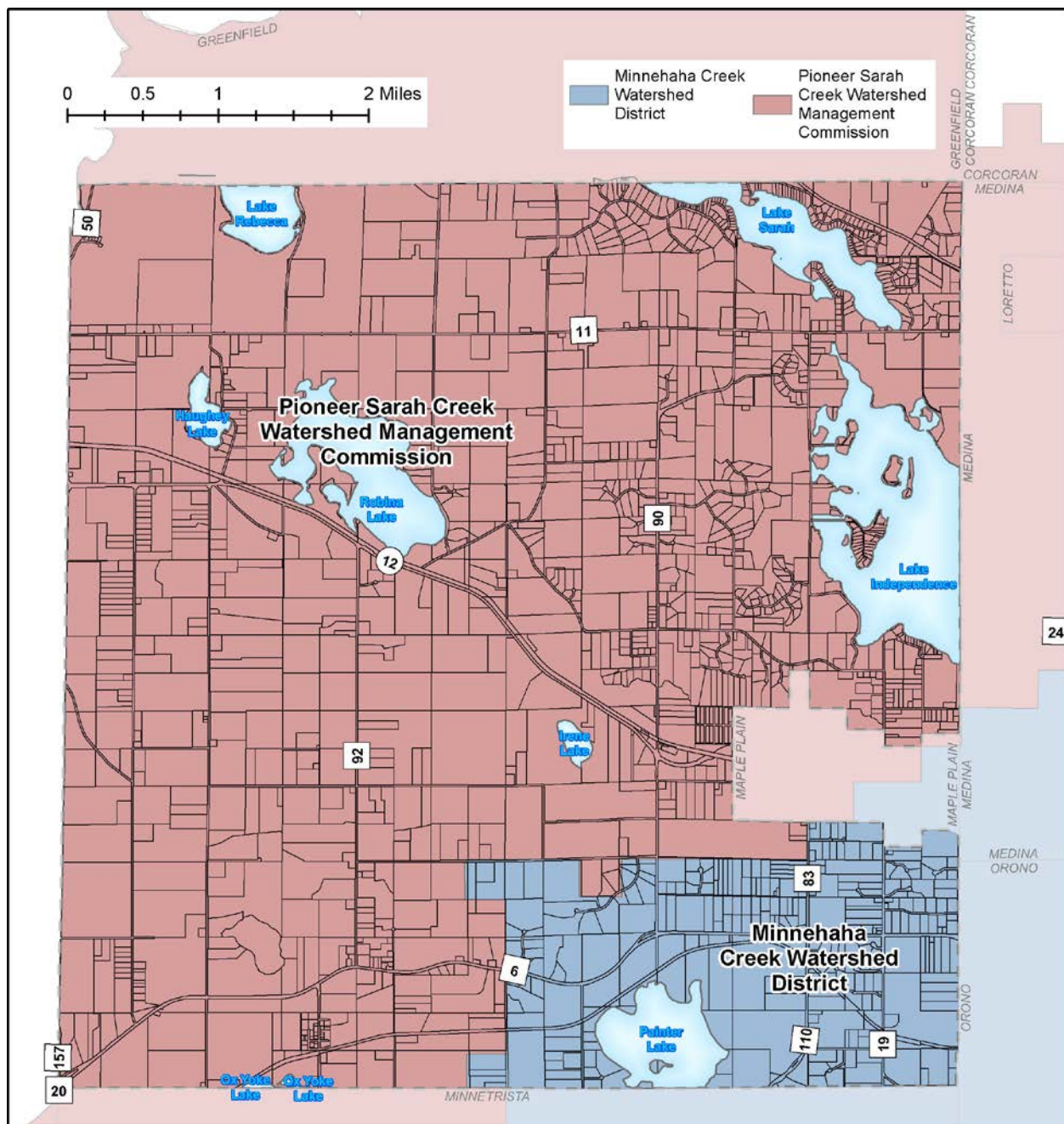
NOW, THEREFORE, BE IT RESOLVED, that the MCWD hereby approves the City of Independence Local Water Management Plan; and

BE IT FURTHER RESOLVED, that the Board approves the associated coordination plan and adopts it on behalf of the MCWD; and

BE IT FINALLY RESOLVED that the City is to adopt and implement its LWMP within 120 days, and to notify the MCWD within 30 days thereafter that it has done so.

Resolution Number 19-089 was moved by Manager Miller, seconded by Manager Olson.
Motion to adopt the resolution 7 ayes, 0 nays, abstentions. Date: 10-10-19.

Kurt Regnes Date: 10/10/19.
Secretary



INDEPENDENCE – MCWD COORDINATION PLAN

Background

Minnehaha Creek Watershed District (MCWD/District) has defined its role as a regional water planning agency through its Water Management Plan. The Plan focuses on partnership with the land use community and incorporates a subwatershed focus to address areas of significant resources needs with a level of complexity that requires sustained effort and coordination across multiple partners. Within the City of Independence, the MCWD has identified the Painter Creek subwatershed as a priority area of focus for the 2018-2027 plan cycle. The Painter Creek subwatershed contains a number of large wetlands, many of which have been ditched or altered. The subwatershed also includes areas of high quality wetland and upland, including regionally significant ecological areas. The Painter Creek system delivers high phosphorus loads to Jennings Bay of Lake Minnetonka which is listed as impaired and requires the second largest load reduction within the District. Painter creek is also impaired by excess E. coli bacteria.

Purpose

The Minnehaha Creek Watershed District's (MCWD) approach to water resource planning recognizes the environmental, social and economic value created when built and natural systems work in harmony. Through its Water Management Plan the MCWD emphasizes early coordination of land use and water resources planning with Cities to integrate water resources goals with other public and private goals to add this broader value and quality of life to the community. To maintain awareness of needs and opportunities to implement projects that reflect the cooperation of other public and private partners, align investments, and secure a combined set of District, City and partner goals, the MCWD requests that cities establish a coordination plan as part of the Local Water Management Plan that the City and MCWD can implement at a staff level.

Improving coordination between land use planning at the City and watershed planning at the MCWD at the conceptual level planning phase will result in better projects that meet agency goals and are a more efficient use of public funds. Early coordination and collaboration between entities is the key to maximizing shared water resource goals and community goals for private redevelopment and public capital improvements. Through this coordination, it is the intent of the City to efficiently manage water quality concerns and maximize the asset value of the City's natural resources in the future. Commitment of MCWD resources relies on the level of City coordination at the early stages project planning as outlined in this plan.

Coordination Plan

The following coordination plan will be adjusted and expanded as deemed appropriate by the City and MCWD during implementation. The City Planner is the primary City contact and the Planning Policy Manager will be the District contact for the coordination plan.

1. Annual meeting. City and MCWD staff will meet during the first quarter of each year to review the following:
 - a. National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer Systems (MS4) reports and activity from the previous year
 - b. Draft Capital Improvement Plans (CIP) or budgeting for each organization for the upcoming year. The City will focus coordination of the Streets, Stormwater and Park

budgets with MCWD.

- c. Opportunities for early or improved coordination and review of land use change applications
 - d. Regulatory coordination to identify areas of collaboration
 - e. Areas for improved coordination and process improvement.
 - f. Public Education plans, resources and opportunities.
2. Land Use Planning
- a. The City will continue to coordinate with MCWD to implement water resource priorities identified in the MCWD Watershed Management Plan; align local plans and capital investment to identify opportunities where local investments intersect with natural resource goals. Through on-going coordination of land use planning and changes the City and MCWD will adaptively evaluate project opportunities.
 - b. Specific opportunities to improve water quality of the system have been identified through a previously established partnership between the MCWD and United States Army Corps of Engineers. These include the potential restoration of four major wetland systems that would be eligible for funding under the Federal Section 206 Program.
 - c. Key Conservation areas- The City will assist MCWD in the preservation of those areas identified by MCWD by considering them in land use and zoning decisions.
3. Regulatory Coordination. The City staff will continue to route requests for land use approvals to the District in an effort to maximize water resource benefits and streamline regulatory processes. Specific areas of regulatory coordination include the following:
- a. The City will continue to rely on MCWD to maintain authority for reviewing and approving applications for compliance with MCWD's rules and enforcing those rules as necessary. The City will rely on the water resource management standards set forth by MCWD
 - b. The City will require documentation of required MCWD permits in advance of issuing applicable City permits. Approved MCWD permits will be stored with other project documentation for future reference.
 - c. Pre-application meetings and permit reviews will be coordinated with MCWD early in the planning process as necessary.
 - d. The City will continue to collaborate with MCWD on construction site inspections and compliance.
 - e. MCWD will keep the City apprised of water resource violations and expectations for compliance.
 - f. The primary person responsible for regulatory coordination at the City of Independence is the City Planner and the Permitting Program Manager at MCWD
 - g. The City and MCWD will include each other in the notification protocols for Illicit Discharges.
4. Public Infrastructure Improvements. The City of Independence staff will continue to route significant infrastructure improvements (streets, stormwater conveyance, and parks in particular) to the MCWD as early in the planning process as possible in order to maximize resourcing opportunities, reduce any regulatory process delays and solicit any best practice expertise/ experience.
- a. Infrastructure and land improvements that require MCWD permits will be coordinated early in the planning and design process so that the regulatory process

may be efficient and integrated water and natural resource improvements may be explored.

- b. The City will brief the MCWD on the public road improvement and CIP budgets each year at the annual meeting. The City intends to coordinate applicable projects at the concept stage of project development, partner on competitive grant programs and leverage MCWD technical resources and planning assistance.
5. Education coordination and partnership. The City and MCWD's Communication and Education Program will coordinate on information sharing and promotional materials.

DRAFT



CITY OF INDEPENDENCE RESOLUTION NO. 19-1203-04

APPROVAL OF INDEPENDENCE LOCAL WATER MANAGEMENT PLAN

- WHEREAS, on January 11, 2018, the MCWD adopted its Watershed Management Plan (WMP) pursuant to Minnesota Statutes §103B.231 and Minnesota Rules 8410, which describes how the MCWD will fulfill its responsibilities under the Metropolitan Surface Water Management Act for implementation over the period 2018-2027, and which is guided by the organizational strategy and approach defined through the Balanced Urban Ecology policy; and
- WHEREAS, the Balanced Urban Ecology policy prioritizes partnership with the land use community to integrate policy, planning, and implementation in order to leverage the value created when built and natural systems are in harmony; and
- WHEREAS, the Balanced Urban Ecology policy rests on the guiding principles of focusing in areas of highest resource needs, being flexible to respond to opportunities that arise through land use changes, and working in partnership to achieve the MCWD's goals; and
- WHEREAS, on watershed district adoption of its WMP, cities and towns (local government units or LGUs) within the watershed must prepare local water management plans (LWMPs) that meet content requirements of Minnesota Statutes §103B.235, Minnesota Rules 8410.0160 and the WMP; and
- WHEREAS, the LWMP is a primary tool to provide a framework for increased early coordination of land use and water planning through the coordination plan that is a required component of the LWMP and the content of which is described in the WMP, Appendix A; and
- WHEREAS, the MCWD will prioritize implementation efforts and resource deployment based on its established priorities and LGU commitment to coordination as demonstrated through the coordination plan and its implementation by the LGU; and
- WHEREAS, the City of Independence (City) has revised its LWMP and submitted it to the MCWD for review and approval; and
- WHEREAS, MCWD staff reviewed the draft LWMP, provided detailed written comments on the LWMP, and thereafter worked with City staff to achieve the development of a proposed LWMP for consideration by the MCWD Board of Managers; and
- WHEREAS, the Metropolitan Council has reviewed the LWMP and provided its written comments to the MCWD in a letter on March 20, 2019, and the MCWD has fully considered the comments; and
- WHEREAS, the LWMP states that the City does not choose to exercise sole regulatory authority but, instead,



wishes that the MCWD continue to require permits for the use and development of land, and otherwise exercise its regulatory authority, within the meaning of Minnesota Statutes §103B.211, subd. 1(a)(3); and

WHEREAS, the LWMP states that the City elects for the District to continue to act as the Local Government Unit responsible to implement the Minnesota Wetland Conservation Act; and

WHEREAS, the LWMP contains a coordination plan that meets the standards set forth in the MCWD WMP, Appendix A; and

WHEREAS, the MCWD has determined that the final revised LWMP meets the requirements of Minnesota Statutes § 103B.235, Minnesota Rules 8410.0160, and is consistent with the MCWD WMP including Appendix A, "Local Water Plan Requirements";

NOW, THEREFORE, BE IT RESOLVED, that the MCWD hereby approves the City of Independence Local Water Management Plan; and

BE IT FURTHER RESOLVED, that the Board approves the associated coordination plan and adopts it on behalf of the MCWD; and

BE IT FINALLY RESOLVED that the City is to adopt and implement its LWMP within 120 days, and to notify the MCWD within 30 days thereafter that it has done so.

Adopted by the City of Independence, Minnesota this 3rd day of December 2019, by a vote of ____ ayes and ____ nays.

ATTEST:

Marvin Johnson, Mayor

Mark Kaltsas, City Administrator



RESOLUTION NO. 19-1203-05

ADOPTING WATERSHED MANAGEMENT PLAN, THIRD GENERATION

WHEREAS, the Water Resources Engineer, Hakanson Anderson Associates, Inc., has drafted a Watershed Management Plan dated October 2019 for the purposes of setting forth requirements, materials, and standards to be incorporated into plans and specifications for water resource planning, including wetland protection, water quality, flood control, and stormwater pollution prevention within the City; and

WHEREAS, said Watershed Management Plan may be amended or revised from time to time by resolution of the Council; and

WHEREAS, the Watershed Management Plan will serve as a convenient reference for those developing within the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INDEPENDENCE, MINNESOTA THAT:

1. The Watershed Management Plan dated October 2019 prepared by Hakanson Anderson Associates, Inc. is hereby adopted by the City of Independence as setting forth the approved standards and specifications to be incorporated into projects requiring City approval.
2. Copies of the Watershed Management Plan shall be distributed to those applying for development within the City, and agreements, conditions and findings related to such development shall reference the Watershed Management Plan where appropriate.

_____ This resolution was adopted by the City Council of the City of Independence on this 3rd day of December 2019, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

Mark Kaltsas, City Administrator