



CITY COUNCIL MEETING AGENDA
REGULAR MEETING
TUESDAY, NOVEMBER 21, 2017

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 October 17, 2017 City Council Meeting.
 - b. Approval of City Council minutes from the November 1, 2017 City Council Workshop.
 - c. Approval of Accounts Payable; Checks Numbered 17537-17591.
 - d. **RESOLUTION NO. 17-1121-01**- Resolution Certifying Delinquent Sewer Service Charges as Special Assessments.
 - e. Approval of Third Quarter Financial Report.
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. Director Gary Kroells, West Hennepin Public Safety - Activity Report for the Month of October 2017.
 8. **PUBLIC COMMENT:** A Public Comment Opportunity Relating to the Weapon Mounted Camera Project for West Hennepin Public Safety.
 9. **ORDINANCE NO. 2017-06** – Adopting Seasonal Parking Restrictions Relating to Snow Events.

10. Consideration to Authorize Staff to Enter into a Contract for Web Design Services for the Purpose of Developing a New City Website.
11. Consideration to Authorize the Purchase of a New City Vehicle to be Primarily Use for Building Inspections.
12. Open/Misc.
13. Adjourn.

MINUTES OF A REGULAR MEETING OF THE
INDEPENDENCE CITY COUNCIL
TUESDAY, OCTOBER 17, 2017 –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.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Mayor Johnson, Councilors Betts, Grotting, Spencer and McCoy

ABSENT: City Attorney Vose

STAFF: City Administrator Kaltsas, City Administrative Assistant, Police Chief Gary Kroells

VISITORS: Lynda Franklin, Craig Kittleson, Sally Simpson, Jan Gardner, Tom Janas, Dawn Mooney, Ray Otto, Justin McCoy, Jennifer Kazin, Bobby McCoy

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 3, 2017 City Council Meeting.
- b. Approval of Accounts Payable; Checks Numbered 17468-17499.
- c. Approval of request by Beverly Hamilton to renew and then set the clock for expiring the Agriculture Preserve status for the property identified by PID No. 35-118-24-14-0001.

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

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

Lynda Franklin stated she had a question to add to the set agenda.

Johnson noted there should be a discussion regarding letter for pavement striping.

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Spencer attended the following meetings:

- Planning Commission Meeting
- Pioneer Sarah Creek Watershed Meeting
- Delano Sports Club Meeting

- Lake Sarah Improvement Association Fall Membership Meeting
- Loretto Fire Department Open House

Grotting attended the following meetings:

- Reviewed and visited sites pertaining to Planning Commission
- Meeting with Jim from LMCC on internet access

McCoy attended the following meetings:

- Maple Plain Fire Open House
- Orono Alumni Recognition Breakfast

Betts attended the following meetings:

- Maple Plain Fire Open House
- West Hennepin Chamber of Commerce Meeting

Johnson attended the following meetings:

- Community Action Partnership Finance Committee Meeting
- Met Council Land Use Advisory Council Meeting
- Doug Brooks Retirement Party
- Christ Lutheran Church Outdoor Community Concert
- Police Commission Meeting
- Two Conference Calls for Small Cities Council
- Met Council Meeting to discuss I & I
- Senior Community Services Board Meeting
- West Hennepin Chamber of Commerce Mixer
- Maple Plain Fire Department Open House
- Regional Council of Mayors Meeting
- Orono School Board Meeting
- Maple Plain Fire Commission Meeting
- West Hennepin Chamber of Commerce Meeting
- Mayors Web Conference discussing illegal guns
- Northwest League of Municipalities Meeting
- Orono Healthy Youth Meeting
- Senior Community Services Meeting
- President Lyndon Johnson Play
- Orono Homecoming
- Orono Alumni Recognition Breakfast
- Loretto Fire Department Open House

Horner attended the following meetings:

- Planning Commission Meeting

Kaltsas attended the following meetings:

- Met with Frontier representative and noted they do not have any rural plan expansion for the area as Independence does not meet the criteria

- Met with Met Council on I & I grant funding. He noted we are not eligible as a city as we flow into Medina but may be included in the next go-around after policy review.
7. Director Gary Kroells, West Hennepin Public Safety - Activity Report for the Month of September, 2017.

❖ For a complete incident report please refer to the City Council Packet

8. Consideration to authorize the issuance of revenue bonds for the benefit of Augustana Chapel View Homes, Inc.; adopting a housing program; and authorizing the execution and delivery of the revenue bonds related documents.

- a. **RESOLUTION NO. 17-1017-01** – Authorizing the issuance of revenue bonds for the benefit of Augustana Chapel View Homes, Inc.; adopting a housing program; and authorizing the execution and delivery of the revenue bonds related documents.

Kaltsas said the City Council is being asked to consider a proposal for the issuance of revenue bonds for the benefit of Augustana Chapel View Homes, Inc. project. The proceeds derived from the sale of the bonds are proposed to be loaned Augustana Chapel View Homes, Inc. to refinance the their skilled nursing and senior housing facilities located at 615 Minnetonka Mills Road, Hopkins, Minnesota.

Augustana Chapel View Homes, Inc. is seeking \$5,500,500 in tax-exempt bonds. The project to be financed is located in the City of Hopkins. Any issuer that has plans to issue tax-exempt general obligation bonds in calendar year 2017 would likely not want to pursue this issuance because that amount of bonds would put the issuer over the \$10,000,000 bank-qualified limit and, therefore, the issuer's general obligation bonds could not be issued as bank-qualified bonds.

For this reason, the City of Hopkins is not interested in issuing the conduit bonds this year for this project. The City of Hopkins will grant host-city approval to the issuance of conduit revenue bonds by the City of Independence to project.

The bonds will be special, limited revenue obligations of the City payable solely from the revenues expressly pledged to the payment thereof and will not constitute a general or moral obligation of the City. The bonds will not be secured by the taxing powers of the City or any assets or property of the City, but will be payable from loan payments made by the borrower to the City pursuant to the loan agreement.

The City of Independence does not have any planned projects for calendar year 2017 that would require the issuance of bank qualified general obligation bonds (G.O. bonds). The City is limited to issuing no more than \$10,000,000 per year of bank-qualified G.O. bonds.

The City has issued conduit revenue bonds in the past and would be compensated by a one-time fee of one-half of one percent (~\$27,500). In addition, the Borrower shall pay to the City any and all costs incurred by the City in connection with the Bonds or the financing of the Project, whether or not the financing of the Project is approved by DEED, whether or not the financing is

Kittelson (Augustana Representative) stated Chapel View Homes is a 108 bed skilled care facility providing senior housing. He stated the money will be used to renovate dining and transitional areas among other improvements to the facility.

Public Hearing Open

No comments.

Motion by McCoy, second by Betts to close the Public Hearing. MOTION DECLARED CARRIED.

Public Hearing Closed

Motion by Betts, second by Grotting to approve RESOLUTION NO. 17-1017-01 – Authorizing the issuance of revenue bonds for the benefit of Augustana Chapel View Homes, Inc.; adopting a housing program; and authorizing the execution and delivery of the revenue bonds related documents. Ayes: Johnson, Spencer, Grotting, McCoy and Betts. Nays: None. Absent: None. MOTION DECLARED CARRIED.

9. John Peterson (Applicant) and LE Peterson Living Trust (Owner) request that the City consider the following action for the properties located at the east end and south of Burr Oak Lane (PID No.s 08-118-24-42-0001 and 08-118-24-31-0001) in Independence, MN:

- a. **RESOLUTION NO. 17-1017-02** – Considering approval of a lot line rearrangement which would move the existing lot line between the two properties further to the west.

Kaltsas stated the applicant is seeking a minor subdivision to expand the smaller (eastern) property from 10 acres to 20 acres and include frontage on a portion of right of way to be dedicated for the future extension of Burr Oak Lane. The smaller property located to the east of the larger property does not currently have access onto a public right of way. The applicant has stated that they would like to expand the smaller property to allow for a more saleable parcel with a more suitable building site.

In 1969 a plat was filed which appears to have provided 66 feet of right of way to be known as Burr Oak Lane along the north property line of the western parcel. Even though it appears to have conveyed the right of way to the City, the method of the platting did not actually accomplish the conveyance to the City at that time. In order for the City to ensure that it has the ability to extend Burr Oak Lane in the future, the applicant will provide a 33-foot-wide easement to the City along the entirety of the existing west properties northern line. The easement will give the City the ability to extend the improved portion of Burr Oak Lane in the future if warranted. Granting the 33-foot-wide easement in combination with the proposed lot line rearrangement would provide the requisite 300 LF of frontage on a public right of way for the eastern lot.

In addition to the applicant granting a 33-foot-wide road easement, the City is requesting that the applicant dedicate additional right of way for the development of a public cul-de-sac to ensure emergency vehicle and public works access to these properties. The cul-de-sac will extend to the east (beyond the improved portion) of Burr Oak Lane. The cul-de-sac will need to comply with the City's specifications and details for a private driveway turn around (see attached exhibit) and will be required to be constructed at the time a building permit is pulled for either lot. Once constructed by the applicant or the buyer of the property, the City will accept the improvements and maintain the newly improved cul-de-sac.

In order for the eastern lot to gain access to the property, the City will need to grant a private driveway

license agreement. This license agreement will allow the owner of the property to use the 33-foot-wide easement to access their property. The City has historically considered granting similar license agreements that allow the use of an unimproved right of way. It may be possible for the property owner of the eastern parcel to work with the property owner of 8448 Burr Oak Lane (property north of subject lot) to utilize a portion of their existing private driveway. The use of the private driveway would not involve the City and would have to be a private agreement. After the subdivision, the larger parcel will be reduced by 10 acres to approximately 30 acres in overall acreage. In the existing condition, the larger property to the west has the ability to realize an additional building eligibility through the rural view lot provisions (minimum of a 40 acre parcel). In the after condition, the property will no longer be eligible for an additional building eligibility as it will no longer be an original quarter-quarter section. The applicant is aware of this condition. The applicant has demonstrated that both properties have a minimum of 2.5 acres of buildable upland and the requisite primary and secondary septic site locations.

The proposed lot line rearrangement is generally in keeping with the City's zoning and subdivision regulations. The applicant is proposing to make the smaller property arguably better due to the inclusion of the requisite frontage on a public right of way. The proposed minor subdivision appears to meet all of the applicable standards of the City's zoning and subdivision ordinance.

Commissioners discussed the proposed subdivision and asked questions of the petitioner and staff. Commissioners discussed the access to the property from Burr Oak Lane. Commissioners noted that there are currently two existing lots of record. Commissioners stated that the lot line rearrangement would improve the condition of the eastern lot and provide for a public safety cul-de-sac at the end of the improved part of Burr Oak Lane. Commissioners recommended approval of the proposed subdivision.

The City has not received any written comments regarding the proposed minor subdivision. Steve Pool (8145 County Road 11) commented on whether or not this subdivision would affect his property to the northeast. Steve Barcel (8448 Burr Oak Lane) noted that the City did not have a 66 foot right of way and that his private driveway was located within a private 33-foot-wide easement that was obtained from the neighboring property owner.

The Planning Commission recommended approval of the requested minor subdivision with the following findings and conditions:

1. The proposed minor subdivision for a lot line rearrangement meets all applicable criteria and conditions stated in Chapter V, Section 500, Planning and Land Use Regulations of the City of Independence Zoning Ordinance.
2. City Council approval of the minor subdivision to allow a lot line rearrangement is subject to the following:
 - a. The Applicant shall provide the City with all necessary legal descriptions and depictions for the required 33-foot-wide road easement and cul-de-sac.
 - b. The Applicant shall execute and record all requisite easement conveyance documents.

- c. The Applicant shall provide a legal description for the required drainage and utility easements, as required by the City. The Applicant shall execute the requisite conveyance documents pertaining to the D &U easements.
3. Prior to the City issuing a building permit for either parcel, the applicant for a building permit shall provide the City with a construction plan detailing the location and details for the cul-de- sac to be located at the eastern end of the improved portion of Burr Oak Lane. The construction of the cul-de- sac will be required to be completed by the building permit applicant prior to issuance of a certificate of occupancy for a principle structure on the subject property.
4. The City will license the use of the 33-foot-wide road easement to the owner of the eastern parcel for the purpose of allowing access to the subject property.
5. The Applicant shall pay for all costs associated with the City's review of the requested minor subdivision.
6. The Applicant shall record the subdivision, easement and City Council Resolution with the county within six (6) months of approval.

Johnson asked if the area was flat. Kaltsas said it was flat but there would be trees that would have to be cut down.

Motion by McCoy, second by Spencer RESOLUTION NO. 17-1017-02 – Considering approval of a lot line rearrangement which would move the existing lot line between the two properties further to the west for the properties located at the east end and south of Burr Oak Lane (PID No.s 08-118-24-42-0001 and 08-118-24-31-0001) in Independence, MN. Ayes: Johnson, Spencer, Grotting, McCoy and Betts. Nays: None. Absent: None. MOTION DECLARED CARRIED.

10. Open/Misc.

Kaltsas said the striping project would be about \$6000.00 and is not in the budget this year. He said it could be looked at next year.

Lynda Franklin asked if it would be feasible to videotape the Planning Commission meetings. She said she likes to watch it and it would be good for the citizens to be able to see it. She said she wants to be able to see what goes on at the meetings and right now she doesn't see it until after the draft minutes are sent to Council. Johnson said this would have to be referred to Kaltsas and there would need to be a discussion with the LMCC.

11. Adjourn.

Motion by Spencer, second by Grotting to adjourn at 7:25 p.m. Ayes: Spencer, Johnson, Grotting, McCoy and Betts. Nays: None. Absent: None. MOTION DECLARED CARRIED.

Respectfully Submitted,

Trish Bemmels/ Recording Secretary

MINUTES OF A WORK SESSION AND SPECIAL MEETING OF THE
INDEPENDENCE CITY COUNCIL
WEDNESDAY, NOVEMBER 01, 2017

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a work session of the Independence City Council was called to order by Mayor Johnson at 7:00 AM.

2. ROLL CALL

PRESENT: Mayor Johnson, Councilors Betts, Fisher, Grotting, Spencer, and McCoy

ABSENT: None

STAFF: City Administrator Kaltsas, Administrative Assistant Beth Horner, Police Chief Gary Kroells, Public Works Director Larry Ende

VISITORS: Art Ahlstrom, Craig

3. ****** 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 Accounts Payable; Checks Numbered 17501-17536.

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

4. **Discussion-Country Cupboard Christmas Decorating Contest**

- a. Consider Council support of Independence residents being included in the Country Cupboard Christmas Decorating Contest.

The City was approached by the owner of Country Cupboard in Long Lake about the City of Independence supporting a Christmas Decorating Contest. By supporting the event, the City of Independence residents will be eligible to participate in the contest. There is no financial support required by the City. Residents' can be a judge if they'd like. It can be posted on the City web-site. Spencer suggested the information be sent to LICA too. All were in favor of supporting this.

5. **Discussion-General Administration**

- a. **Credit Card/Direct Withdrawal Payment Options Discussion.**

Kaltsas said The City has been researching options for taking digital payments for both sewer payments and general payments for permitting and similar City costs.

- 1) **Sewer Payments:** The City currently has approximately 225 sewer customers. The City

takes in checks for payments and manually enters the information into the system on a quarterly basis. The City could offer customers the ability to pay using direct withdrawal and or a credit card. There are many different options that have been explored by the City. There are two that specialize in City payment processing. The City could offer automatic payment options that would essentially cost the customers \$1.00 to \$1.50 per quarter for the service. The customers would have the option of enrolling or not enrolling in the service. Based on the cost, it is unlikely that the City could offer the option of taking a credit card payment.

- 2) **General Credit Card Payments:** The City does not currently accept any form of payment other than cash or check. The City has many different constituents ask about the possibility of paying for permits and other similar fees using a credit card. The City has researched the cost of offering this payment option. It was found that the City could offer this option for a fee that represents approximately 2.65%-2.75% of the total cost. The City could consider raising the fee schedule to offset the cost or establish two different costs listed in the fee schedule; one for cash/checks, and one for credit.

Grotting asked if direct deposit was an option for sewer. McCoy asked if it would make sense to offer an incentive such as two dollars off the sewer bill per quarter if a direct deposit option was selected. Grotting asked if residents would be able to pay their sewer bill through the website. Kaltsas confirmed that would be one of the reasons to use a third party and it would be linked through our website. Kaltsas said he would do more analysis and come back to Council with a time-savings proposal. Betts noted it would provide less of chance of error. Johnson said he would like to see a little more feedback on what other cities are currently doing. Betts said it would be nice to have something in place that is generally in-line with other cities.

- b. **City Website Update** – Kaltsas said the City has been looking at the possibility of updating the City's website. The current website has not been fully updated for a long period of time. The City would like to overhaul the majority of the content on the website and begin establishing a better digital interface with our constituents. Before overhauling the content, the City wanted to understand what it would take to update the framework, functionality and aesthetics of the website. For these reasons, the City solicited quotations to update/rebuild the website from approximately six vendors. There are many variables that play into the process and extent of developing a new website. The quotations are therefore not completely comparable. The City has had several meetings and many discussions with several of the vendors to better understand the many variables and quotations provided. The City ultimately believes that there is a local company that would provide the best option to the City. The City currently pays approximately \$900 per year for website hosting. The cost to upgrade the website ranges from approximately \$8,000-\$20,000. The City budgeted funds to update the website in this year's budget. Staff will review the proposals with the Council and discuss bringing a formal proposal for Council consideration to a future City Council Meeting.

Kaltsas said Horner and Bemmels met with different vendors and ultimately lean toward a local company from Delano called Five Technologies. Kaltsas said it offers the best options for the City and payment options over three years. He noted the ultimate goal is to make the site more user-friendly including mobile options. Kaltsas noted we are no longer within our contract time with gov office. McCoy asked if there were additional costs with a payment portal. Kaltsas noted it would be a link to a third party so we would not be absorbing the extra costs. Kaltsas noted we were not going to host the ordinances anymore but rather that would also be a link to Municode who would host it and provide an

excellent, searchable service. He said it would be a game-changer for searching ordinances. Spencer said WHPS could be added into the City's website as a separate page as there is really not enough need for WHPS to have their own site. Kroells said that could make sense in the future. Kaltsas said he would ask Five Technologies if WHPS could be included as a separate page within our site at no extra cost. McCoy said keeping websites up-to-date is hard. Spencer said he likes Five Technologies and feels their quote is reasonable.

- b. **Winter Parking Restrictions** – Kaltsas said Independence does not currently have any seasonal parking restrictions relating to on-street parking during snow events. Public Works and WHPS have discussed the possibility of establishing a parking restriction during snow fall events. The restriction would apply to public streets and would restrict parking between November and April between the hours of 2:00 am and 8:00 am. The parking restriction would ensure that all public streets are clear during snow events to allow a clear plowing path. Staff is seeking direction from the Council relating to this issue. Based on the Council's discussion and direction, a formal ordinance amendment could be prepared and brought to a future Council Meeting for formal consideration.

Ende said around Lake Sarah there are parking issues with snow removal. Kroells said there does need to be parking restrictions especially as the City becomes more developed. He noted it would give the police the ability to enforce it. Spencer asked what would be needed as far as signage and notification. He asked if it could be put on Code Red. Kroells said Independence is the only city that does not have winter parking requirements. Spencer said we could look at Maple Plain as a guideline. Kaltsas said it will be brought back before Council after more information on appropriate time frames was researched.

- c. **Veridian Cameras**- Kroells stated WHPS is purchasing weapon-mounted cameras and according to the League of Minnesota Cities body cameras have to have a Public Hearing with City Council and notification via website, etc. Johnson said it could be put on the agenda in November.
- d. **Building Official Vehicle Replacement** – Kaltsas said the City has discussed the possibility of replacing the Building Official vehicle on several occasions. The City currently has a capital budget balance from this year's budget that would allow for the replacement of this vehicle. The City has looked at the possibility of purchasing a small SUV that would have good ground clearance as well as four-wheel drive. The current vehicle could be sold with any proceeds used to offset the cost of the new vehicle purchase. Depending on the type of vehicle, it is estimated that the City could acquire a new vehicle for approximately \$15,000-\$20,000. Staff is seeking general direction relating to this issue prior to proceeding with any additional research or quotations. Depending on the direction of the Council, staff would bring back additional information for formal consideration.

Grotting said a pick-up would be nice so Satek could throw debris in the back left in the road like pallets, etc. Kaltsas noted four seats would be nice for when he needed to take others with him. Ende said a four wheel drive would be nice.

- e. **Gambling Fee Discussion**- Kaltsas said our Gambling Ordinance is that we take 10% of the gambling fee. He noted in 2016 there were two temporary licenses pulled for gambling. Kaltsas wanted clarification on these temporary charity type events.

Spencer said if it is a charity event the City should let them keep the 10%. Betts said she thought we should stay out of charity. Kaltsas said he would note the clarification in the ordinance in the instance of charity events. Pull tabs would stay the same. Kaltsas noted revenue from this goes to the park fund.

- f. **City Hall Sign Replacement-** Spencer noted he has rebuilt the sign a few times and now it has finally weathered to the point where it needs to be replaced. He said it needs to be taken down. Spencer said a stamped steel sign would be a nice quick fix until we get something else. Johnson noted the local sculptor that has approached the City previously could be looked into what he may be able to do. Kaltsas said he would put together a couple options for Council to look at during the next meeting.
- g. **Park Board-** Betts said she knew a couple people who would be interested in serving on a Park Board for the City. She would like to see the Park Board resurrected. Spencer said it was eliminated because there was no agenda and no funds available. He thought a committee to do an annual event would be a better idea than a Park Board per se. Betts said she thought a Park Board could be needed in the future and noted there would be future funds. Spencer said a park board is not needed for site plan reviews as the City Council does that now and it actually delays the whole planning process. He said he would be interested in administering the main park but not until the funds become available in 2019. Kaltsas said people could be recruited but not form a formal group until necessary.
- h. Art Ahlstrom had a CUP issued in 1993 for his Nelson Road property only and not the Highway 12 property. In 2014 the Nelson Road CUP was revoked. At this time, there is not a Resolution that may be offered at this time on a legal basis to fix this issue. Kaltsas said the resolution would be to offer a CUP or interim CUP. Johnson said commercial boat storage would not apply to this situation. McCoy said it is a clerical error that the address was not listed. Grotting said even if it was not revoked this would still be a problem. Ahlstrom said he wants what he had.

6. **Adjourn**

Workshop was adjourned at 8:30 p.m.

Respectfully submitted,

Trish Bemmels
Recording Secretary



RESOLUTION NO. 17-1121-01

RESOLUTION CERTIFYING DELINQUENT SEWER SERVICE
CHARGES AS SPECIAL ASSESSMENTS

WHEREAS, the records of the billing department of the City of Independence lists certain accounts as delinquent for the year 2017 (a copy of which is on file with the City Clerk) and;

WHEREAS, the consumer has been notified of the delinquent account according to the legal requirement of the law; and

WHEREAS, Minnesota Statutes authorizes collection of delinquent accounts by certification to the county tax rolls for collection;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Independence, Minnesota to direct the County Auditor of Hennepin County to place the delinquent accounts, consisting of principal and interest thereon at the rate of 5% the payable 2018 tax rolls.

This resolution was adopted by the City Council of the City of Independence on this 21st day of November 2017, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

List of Delinquent Accounts

GABOR DELL	\$	815.70
RICHARD TUBESING	\$	815.70
CHAD LANGDON	\$	597.30
KEN DAVIS	\$	152.06
JOHN BAER	\$	152.06

ADOPTED BY THE MAYOR AND COUNCIL THIS 21st DAY OF NOVEMBER 2017.

Marvin D. Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

Motion By: _____

Second By: _____

3rd Quarter Report

City of Independence
Independence, Minnesota

As of September 30, 2017



AEM Financial Solutions™

People
+ Process®
Going
Beyond the
Numbers



ACCOUNTANT'S COMPILATION REPORT

Honorable Mayor and City Council
City of Independence
Independence, Minnesota

Management is responsible for accompanying financial statements of the City of Independence, which comprise the budget to actual statement of revenues and expenditures for the General and enterprise funds as of September 30, 2017 in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with *Statements on Standards for Accounting and Review Services* promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the City's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC



AEM Financial Solutions™

Honorable Mayor and City Council
City of Independence
Independence, Minnesota

Dear Honorable Mayor and City Council:

We have reconciled all bank accounts through September 30, 2017 and reviewed activity in all funds. The following is a summary of our observations. All information presented is unaudited.

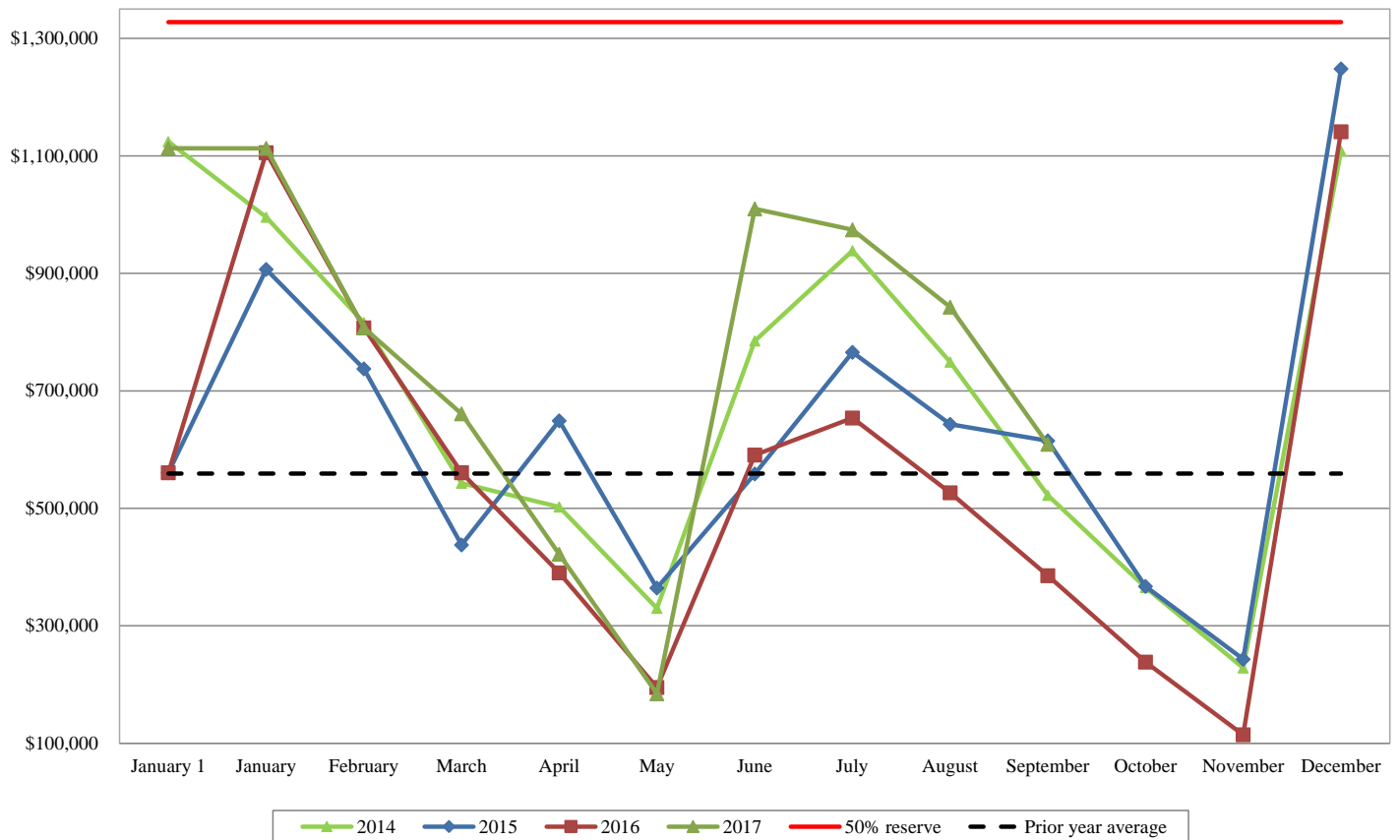
Cash and Investments

The City's cash and investment balances are as follows:

	09/30/2017	12/31/2016	Increase/ (Decrease)
Checking	\$ 1,186,500	\$ 1,830,967	\$ (644,467)
Investments (at market value)	191,198	189,097	2,101
Total cash and investments	<u>\$ 1,377,698</u>	<u>\$ 2,020,064</u>	<u>\$ (642,366)</u>

Investment Type	09/30/2017	12/31/2016	Increase/ (Decrease)
Checking	\$ 1,186,500	\$ 1,830,967	\$ (644,467)
Negotiable CDs	191,198	189,097	2,101
Total investments	<u>\$ 1,377,698</u>	<u>\$ 2,020,064</u>	<u>\$ (642,366)</u>

General Fund Cash Balances 2014-2017



General Fund

Receipts				Disbursements					
	YTD Budget	YTD Actual	Percent of YTD Budget		YTD Budget	YTD Actual	Percent of YTD Budget		
Taxes	\$ 1,786,452	\$ 1,217,815	68.2 %	↓	Legislative	\$ 14,633	\$ 15,221	104.0 %	→
Licenses and permits	114,660	152,684	133.2	↑	Election	2,423	63	2.6	↑
Intergovernmental	10,875	46,561	428.1	↑	City Clerk/finance	275,550	254,735	92.4	→
Charges for services	29,078	18,639	64.1	↓	Legal services	26,663	43,349	162.6	↓
Fines and forfeitures	34,763	34,023	97.9	→	Planning and zoning	22,691	17,090	75.3	↓
Miscellaneous revenue	15,698	9,212	58.7	↓	General government building	56,426	41,798	74.1	↑
	\$ 1,991,526	\$ 1,478,934	74.3 %	↓	Public safety	1,068,824	1,005,085	94.0	→
					Building inspector	76,643	84,211	109.9	→
					Public works	392,760	455,405	115.9	↓
					Solid waste	37,688	33,746	89.5	↓
					Recreation/community service	5,655	3,189	56.4	↑
					Park maintenance	9,818	8,973	91.4	→
					Insurance	1,755	1,700	96.9	→
						\$ 1,991,529	\$ 1,964,565	98.6 %	→
Key									
↑	Varies more than 15% than budget positively								
↓	Varies more than 15% than budget negatively								
→	Within 15% of budget								

Current short-term rates being offered by financial institutions are very low as evidenced by the table of U.S. Treasury rates below. The U.S. Treasury rates provide a benchmark perspective for rate of return.

Date	Treasury yields								
	1 mo	3 mo	6 mo	1 yr	2 yr	3 yr	5 yr	7 yr	10 yr
12/31/2010	0.07	0.12	0.19	0.29	0.61	1.02	2.01	2.71	3.30
12/30/2011	0.01	0.02	0.06	0.12	0.25	0.36	0.83	1.35	1.89
12/31/2012	0.02	0.05	0.11	0.16	0.25	0.36	0.72	1.18	1.78
12/31/2013	0.01	0.07	0.10	0.13	0.38	0.78	1.75	2.45	3.04
03/31/2014	0.03	0.05	0.07	0.13	0.44	0.90	1.73	2.30	2.73
06/30/2014	0.02	0.04	0.07	0.11	0.47	0.88	1.62	2.13	2.53
09/30/2014	0.02	0.02	0.03	0.13	0.58	1.07	1.78	2.22	2.52
12/31/2014	0.03	0.04	0.12	0.25	0.67	1.10	1.65	1.97	2.17
03/31/2015	0.05	0.03	0.14	0.26	0.56	0.89	1.37	1.71	1.94
06/30/2015	0.02	0.01	0.11	0.28	0.64	1.01	1.63	2.07	2.35
09/30/2015	0.00	0.00	0.08	0.31	0.64	0.92	1.37	1.75	2.05
12/31/2015	0.14	0.16	0.49	0.65	1.06	1.31	1.76	2.09	2.27
03/31/2016	0.18	0.21	0.39	0.59	0.73	0.87	1.21	1.54	1.78
06/30/2016	0.20	0.26	0.36	0.45	0.58	0.71	1.01	1.29	1.49
09/30/2016	0.20	0.29	0.45	0.59	0.77	0.88	1.14	1.42	1.60
12/31/2016	0.44	0.51	0.62	0.85	1.20	1.47	1.93	2.25	2.45
03/31/2017	0.74	0.76	0.91	1.03	1.27	1.50	1.93	2.22	2.40
06/30/2017	0.84	1.03	1.14	1.24	1.38	1.55	1.89	2.14	2.31
09/29/2017	0.96	1.06	1.20	1.31	1.47	1.62	1.92	2.16	2.33

Budget Summary

A more detailed analysis of funds is included as Attachment A.

Cash Balance Summary

A detailed view of department totals compared with budget is included as Attachment B.

Investment Summary

A detailed summary of current investments is included as Attachment C.

Enterprise Fund Summary

A detailed summary of enterprise fund financial results is included as Attachment D.

Revenue and Expenditures

A detail of revenues and expenditures is included

* * * * *

This information is unaudited and is intended solely for the information and use of management and City Council and is not intended and should not be used by anyone other than these specified parties.

If you have any questions or wish to discuss any of the items contained in this letter or the attachments, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.

Sincerely,

AEM FINANCIAL SOLUTIONS, LLC

People
+ Process®
Going
Beyond the
Numbers

CITY OF INDEPENDENCE, MINNESOTA
STATEMENT OF REVENUE AND EXPENDITURES -
BUDGET AND ACTUAL - GENERAL FUND (UNAUDITED)
FOR THE NINE MONTHS ENDED SEPTEMBER 30, 2017

	Annual Budget	Budget Thru 9/30/2017	Actual Thru 9/30/2017	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Budget Thru 9/30/2017
REVENUES					
Taxes *	\$ 2,381,936	\$ 1,786,452	\$ 1,217,815	\$ (568,637)	68.17 %
Licenses and permits	152,880	114,660	152,684	38,024 (1)	133.16
Intergovernmental	14,500	10,875	46,561	35,686 (2)	428.15
Charges for services	38,770	29,078	18,639	(10,439) (3)	64.10
Fines and forfeitures	46,350	34,763	34,023	(740)	97.87
Miscellaneous revenue	20,930	15,698	9,212	(6,486)	58.68
TOTAL REVENUES	2,655,366	1,991,526	1,478,934	(512,592)	74.26
EXPENDITURES					
Legislative	19,510	14,633	15,221	(588)	104.02
Election	3,230	2,423	63	2,360	3
City Clerk/finance	367,400	275,550	254,735	20,815	92.45
Legal services	35,550	26,663	43,349	(16,686) (4)	162.58
Planning and zoning	30,254	22,691	17,090	5,601	75.32
General government building	75,234	56,426	41,798	14,628 (5)	74.08
Public safety	1,425,098	1,068,824	1,005,085	63,739	94.04
Building inspector	102,190	76,643	84,211	(7,568)	109.87
Public works	523,680	392,760	455,405	(62,645) (6)	115.95
Solid waste	50,250	37,688	33,746	3,942	89.54
Recreation/community service	7,540	5,655	3,189	2,466	56.39
Park maintenance	13,090	9,818	8,973	845	91.39
Insurance	2,340	1,755	1,700	55	96.87
TOTAL EXPENDITURES	2,655,366	1,991,529	1,964,565	26,964	98.65
Transfers In	-	-	-	-	N/A
Transfers Out	-	-	-	-	N/A
EXCESS REVENUES (EXPENDITURES)	\$ -	\$ (3)	\$ (485,631)	\$ (485,628)	

* Taxes are paid 40% in June, 30% in July and the remainder is paid in December.

Item Explanation of items percentage received/expended less than 80% or greater than 120% and \$ variance greater than \$10,000.

- (1) Liquor license revenue actuals are \$4,350 above budget and building permit revenue actuals are \$28,339 above budget.
- (2) Small Cities Assistance (\$19,858), Hennepin County Road Grant (\$14,712), and Hennepin County Recycling Grant (\$11,456).
- (3) Planning and Zoning Reimbursement and Engineering Reimbursement fees are down.
- (4) Legal expenses related to civil matter.
- (5) There have not been any expenses from the Capital Outlay budget.
- (6) Road project expenses are being offset by Hennepin County Road Grant.

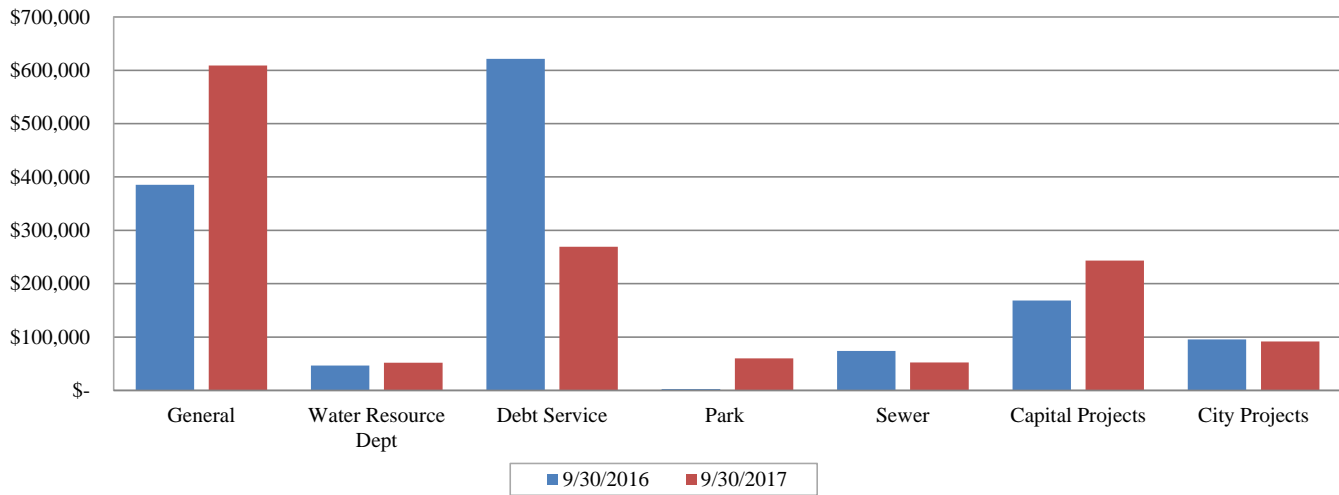
CITY OF INDEPENDENCE, MINNESOTA
UNAUDITED CASH BALANCES BY FUND
SEPTEMBER, 2016 AND SEPTEMBER 31, 2017

Fund		Balance 9/30/2016	Balance 12/31/2016	Balance 9/30/2017	YTD Change From 12/31/2016
100	General	\$ 385,286	\$ 1,144,606	\$ 608,998	(1) \$ (535,608)
200	Water resource department	46,585	76,582	51,928	(24,654)
309	2001 lease revenue bonds	148,620	53,620	103,020	(2) 49,400
311	Drake Drive road improvement	11,390	11,390	11,390	-
312	2007 equipment certificate	36,682	36,682	36,682	-
314	2015A G.O. Bond	-	148,816	82,026	(3) (66,790)
414	2015 street improvement	424,675	35,986	35,933	(53)
501	Park	2,709	24,759	59,971	(4) 35,212
602	Sewer	74,173	110,196	52,623	(5) (57,573)
801	Building capital	108,634	108,634	102,909	(5,725)
802	Road capital improvement	12,717	12,717	12,717	-
803	Equipment capital improvement	7,486	100,186	88,057	(12,129)
804	Administrative capital	39,523	39,523	39,523	-
806	City Projects	95,728	116,367	91,921	(24,446)
Total		\$ 1,394,208	\$ 2,020,064	\$ 1,377,698	\$ (642,366)

Item Explanation of items percentage received/expended less than 80% or greater than 120% and \$ variance greater than \$25,000.

- (1) The increase is an expected result from the excess of expenditures over revenues which is the typical cash flow patter of the City. Additional detail can be obtained on the statement of Revenues & Expenditures.
- (2) Bond Payment will be made in 4th Quarter
- (3) Bond Payment made during first Quarter, 2nd half taxes will be reflected in 4th Quarter.
- (4) Received \$34,000 in Park Dedication Fees (\$10,500 Settlers Prairie, \$11,500 Becker Property, \$5,000 Mundahl Property).
- (5) GMC Sierra Purchased (\$35,316).

Cash Balance by Fund Compared to Prior Year

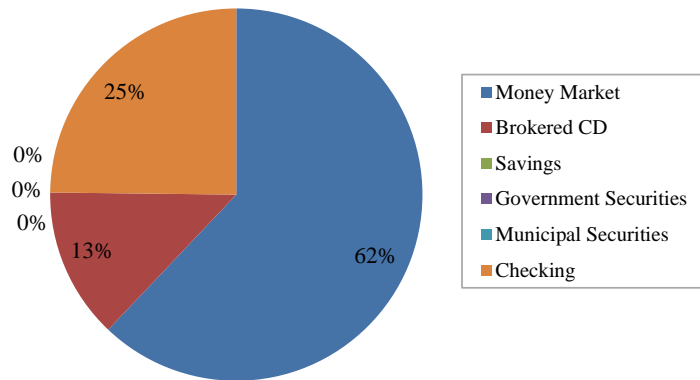
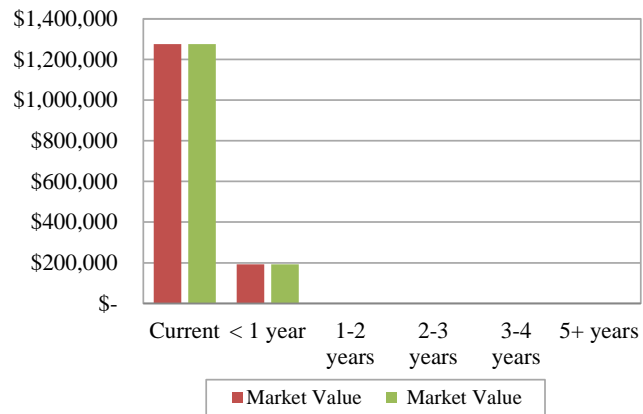


Fund	
↑ General	→ Park
↑ Water resource dept	↓ Sewer
↓ Debt service	↑ Capital projects
	→ City Projects

Key	
↑	Balance increased more than 10% over prior year
↓	Balance decreased more than 10% over prior year
→	Balance within 10% of prior year

Institution	Description	Type	Market Value 1/1/2017	Deposits - Purchases	Expenditures - Sales	Transfers	Interest	Unadjusted Market Value 9/30/2017	Market Value 9/30/2017	Unrealized gain / loss
Bank of Maple Plain	Checking	Checking	\$ 609,495.90	\$ 1,931,235.03	\$ (2,776,996.50)	\$ 600,000.00	\$ 507.63	\$ 364,242.06	\$ 364,242.06	\$ -
Bank of Maple Plain	Money Market	Money Market	1,379,865.66	1,527,006.52	(1,400,000.00)	(600,000.00)	4,229.33	911,101.51	911,101.51	-
Bank of Maple Plain	Brokered CD	Brokered CD	191,198.03	-	-	-	1,051.59	192,249.62	192,249.62	-
			2,180,559.59	3,458,241.55	(4,176,996.50)	-	5,788.55	1,467,593.19	1,467,593.19	-
Total cash and investments			\$ 2,180,559.59	\$ 3,458,241.55	\$ (4,176,996.50)	\$ -	\$ 5,788.55	\$ 1,467,593.19	\$ 1,467,593.19	\$ -

Maturities



Maturity	Unadjusted Market Value 9/30/2017	Market Value 9/30/2017	Variance 9/30/2017
Current	\$ 1,275,343.57	\$ 1,275,343.57	\$ -
< 1 year	192,249.62	192,249.62	-
1-2 years	-	-	-
2-3 years	-	-	-
3-4 years	-	-	-
5+ years	-	-	-
	<u>\$ 1,467,593.19</u>	<u>\$ 1,467,593.19</u>	<u>\$ -</u>
Weighted average Rate of return	0.53%	9/30/2017	
Average Maturity (years)	0.00	9/30/2017	

Investment Type	Market Value 9/30/2017
Money Market	\$ 911,101.51
Brokered CD	192,249.62
Savings	-
Government Securities	-
Municipal Securities	-
Checking	<u>364,242.06</u>
	<u>\$ 1,467,593.19</u>

Operating Account

O/S Deposits	\$ -
O/S Checks	<u>(89,894.66)</u>
Reconciled Balance	<u>\$ 1,377,698.53</u>

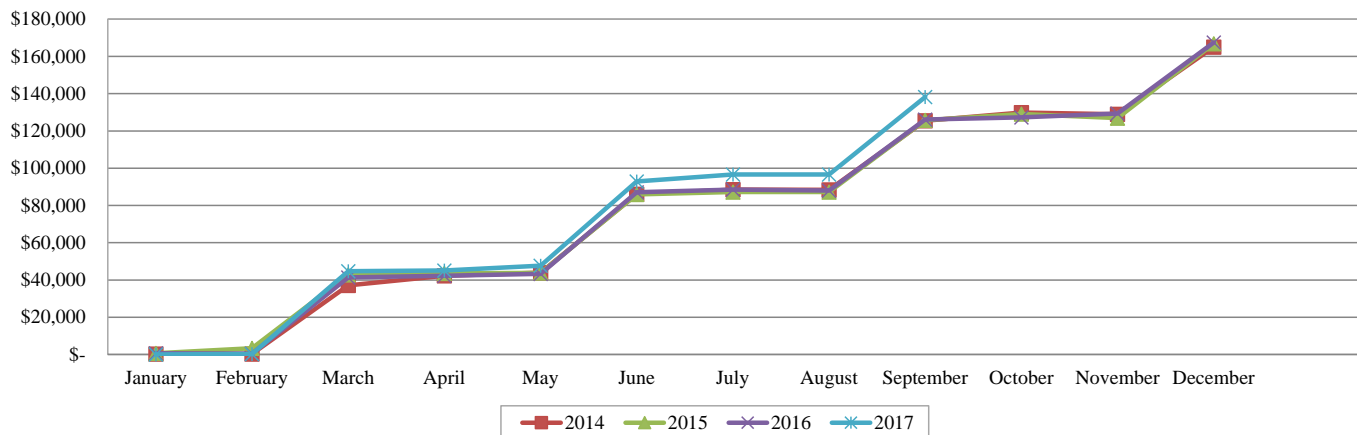
CITY OF INDEPENDENCE, MINNESOTA
STATEMENT OF REVENUE AND EXPENSES -
SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2017
FOR THE NINE MONTHS ENDED JUNE 30, 2017

	Annual Budget 9/30/2017	Actual Thru 9/30/2016	Actual Thru 9/30/2017	Variance - Favorable (Unfavorable)	Percent Received or Expended Based on Actual Thru 9/30/2017
REVENUES					
Charges for services	\$ -	\$ 126,129	\$ 138,432	\$ 12,303	109.75 %
Property taxes	13,652	15,010	6,826	(8,184)	45
Special assessments	-	57,210	69,905	12,695 (1)	122.19
Connection fees	-	-	2,485	2,485	N/A
Interest income	-	270	-	(270)	-
TOTAL REVENUES	13,652	198,619	217,648	19,029	109.58
EXPENSES					
Personal Services	82,330	56,932	47,672	9,260	83.73
Supplies	1,060	573	-	573	-
Repairs and maintenance	21,220	42,944	32,108	10,836 (2)	74.77
Other services and charges	97,190	39,088	34,245	4,843	87.61
Insurance	3,920	2,871	2,597	274	90.46
Capital outlay	56,760	-	37,644	(37,644) (3)	N/A
Debt service	75,000	70,000	75,000	(5,000)	107.14
Utilities	21,220	19,166	13,525	5,641	70.57
Depreciation	127,310	92,700	95,483	(2,783)	103.00
Interest expense	20,491	22,458	20,491	1,967	91.24
TOTAL EXPENSES	506,501	346,732	358,765	12,033	103.47
Transfers In	-	-	-	-	N/A
Transfers Out	-	-	-	-	N/A
EXCESS REVENUES (EXPENSES)	(492,849)	(148,113)	(141,117)	6,996	95.28
CONVERT TO CASH					
Depreciation	127,310	92,700	95,483	-	-
Bond Principal	-	(70,000)	(70,000)	-	-
NET ESTIMATED CASH EFFECT	\$ (365,539)	\$ (125,413)	\$ (115,634)	\$ 6,996	92.20 %

Item Explanation of items percentage received/expended less than 80% or greater than 120% and \$ variance greater than \$10,000.

- (1) Special Assessment prepayments are up YTD.
- (2) Hydro Vac repair in 2016 for \$11,939 is the main expense not repeated in 2017.
- (3) GMC Sierra Purchased (\$35,316).

Sewer Sales Comparison 2014-2017



CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

		YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u>TAXES</u>					
100-31010-000	AD VALOREM TAXES	2,301,996.00	1,175,576.85	1,175,576.85	(1,126,419.15)	51.07
100-31040-000	FISCAL DISPARITIES	79,940.00	42,238.52	42,238.52	(37,701.48)	52.84
	TOTAL TAXES	2,381,936.00	1,217,815.37	1,217,815.37	(1,164,120.63)	51.13
	<u>LICENSES & PERMITS</u>					
100-32100-000	BUSINESS LICENSES	12,850.00	17,200.00	17,200.00	4,350.00	133.85
100-32210-000	BUILDING PERMIT	137,860.00	131,734.41	131,734.41	(6,125.59)	95.56
100-32240-000	ANIMAL LICENSES	550.00	615.00	615.00	65.00	111.82
100-32250-000	MISC. LICENSES & PERMITS	1,620.00	3,135.00	3,135.00	1,515.00	193.52
	TOTAL LICENSES & PERMITS	152,880.00	152,684.41	152,684.41	(195.59)	99.87
	<u>INTERGOVERNMENTAL REVENUES</u>					
100-33400-000	STATE GRANT	.00	19,858.00	19,858.00	19,858.00	.00
100-33401-000	LOCAL GOVERNMENT AIDS	.00	534.50	534.50	534.50	.00
100-33610-000	CTY. GRANTS & AID (STREETS)	14,500.00	14,712.00	14,712.00	212.00	101.46
100-33620-000	COUNTY GRANTS & AID (OTHER)	.00	11,456.00	11,456.00	11,456.00	.00
	TOTAL INTERGOVERNMENTAL REVENUES	14,500.00	46,560.50	46,560.50	32,060.50	321.11
	<u>PUBLIC CHARGES FOR SERVICE</u>					
100-34103-000	ZONING/SUBDIVISION FEE	18,000.00	14,500.00	14,500.00	(3,500.00)	80.56
100-34105-000	SALE-MAPS,PUBLICATION,COPIES	100.00	195.00	195.00	95.00	195.00
100-34107-000	ASSESSMENT SEARCH FEES	150.00	.00	.00	(150.00)	.00
100-34108-000	ADMINISTRATIVE CHARGES/REIMBUR	5,360.00	3,590.93	3,590.93	(1,769.07)	66.99
100-34305-000	PUBLIC WORKS REIMBURSEMENTS	550.00	.00	.00	(550.00)	.00
100-34306-000	BUILDING INSPECTIONS REIMBURSE	1,070.00	352.87	352.87	(717.13)	32.98
100-34307-000	PLANNING/ZONING REIMB. DEVL.	10,300.00	.00	.00	(10,300.00)	.00
100-34308-000	LEGAL FEE/ REIMB. DEV.	550.00	.00	.00	(550.00)	.00
100-34309-000	ENG. FEE/ REIMB. DEV.	2,690.00	.00	.00	(2,690.00)	.00
	TOTAL PUBLIC CHARGES FOR SERVICE	38,770.00	18,638.80	18,638.80	(20,131.20)	48.08
	<u>FINES & FORFEITURES</u>					
100-35000-000	COURT FINES/DOG IMPOUNDING	46,350.00	34,023.27	34,023.27	(12,326.73)	73.41
	TOTAL FINES & FORFEITURES	46,350.00	34,023.27	34,023.27	(12,326.73)	73.41

CITY OF INDEPENDENCE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
100-36210-000 INTEREST EARNINGS	5,360.00	5,820.30	5,820.30	460.30	108.59
100-36220-000 INSURANCE PREMIUM REFUND	3,760.00	266.38	266.38 (3,493.62)	7.08
100-36230-000 MISC. CONTRIB./REFUND	550.00	2,100.00	2,100.00	1,550.00	381.82
100-36240-000 COMMUNITY CENTER REVENUES	3,210.00	1,025.00	1,025.00 (2,185.00)	31.93
100-36260-000 FESTIVAL REVENUES	5,360.00	.00	.00 (5,360.00)	.00
100-36261-000 EVENT REVENUES	2,690.00	.00	.00 (2,690.00)	.00
TOTAL MISCELLANEOUS REVENUE	20,930.00	9,211.68	9,211.68 (11,718.32)	44.01
 TOTAL FUND REVENUE	 2,655,366.00	 1,478,934.03	 1,478,934.03 (1,176,431.97)	 55.70

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>LEGISLATIVE</u>					
100-41000-102 MAYOR'S SALARY	3,000.00	2,250.00	2,250.00	750.00	75.00
100-41000-103 COUNCIL SALARIES	7,200.00	5,400.00	5,400.00	1,800.00	75.00
100-41000-122 FICA(6.2) MEDICARE (1.45)	780.00	585.24	585.24	194.76	75.03
100-41000-331 CONFERENCE & TRAVEL	5,840.00	4,846.72	4,846.72	993.28	82.99
100-41000-360 INSURANCE	870.00	1,079.71	1,079.71 (209.71)	124.10
100-41000-405 MISCELLANEOUS	220.00	.00	.00	220.00	.00
100-41000-433 DUES & SUBSCRIPTIONS	1,600.00	1,059.00	1,059.00	541.00	66.19
TOTAL LEGISLATIVE	19,510.00	15,220.67	15,220.67	4,289.33	78.01
<u>ELECTION</u>					
100-41400-103 ELECTION OFFICIAL'S WAGES (PT)	1,500.00	.00	.00	1,500.00	.00
100-41400-210 OPERATING SUPPLIES/MTN EQUIP.	700.00	.00	.00	700.00	.00
100-41400-350 BALLOT PRINTING	.00	63.32	63.32 (63.32)	.00
100-41400-405 MISCELLANEOUS	1,030.00	.00	.00	1,030.00	.00
TOTAL ELECTION	3,230.00	63.32	63.32	3,166.68	1.96
<u>CITY CLERK/FINANCE</u>					
100-41500-101 WAGES (FULL-TIME)	38,060.00	30,195.83	30,195.83	7,864.17	79.34
100-41500-102 WAGES (PART-TIME)	25,370.00	11,998.89	11,998.89	13,371.11	47.30
100-41500-103 WAGES (TEMPORARY HELP)	.00	6,083.40	6,083.40 (6,083.40)	.00
100-41500-121 PERA	4,760.00	3,586.72	3,586.72	1,173.28	75.35
100-41500-122 FICA/MEDICARE	4,850.00	3,658.45	3,658.45	1,191.55	75.43
100-41500-131 CITY PAID BENEFIT ALLOWANCE-LI	13,290.00	4,609.32	4,609.32	8,680.68	34.68
100-41500-200 OFFICE SUPPLIES	4,240.00	2,974.35	2,974.35	1,265.65	70.15
100-41500-301 AUDITING FEES	12,880.00	10,090.00	10,090.00	2,790.00	78.34
100-41500-305 CPA FEES	60,100.00	51,619.00	51,619.00	8,481.00	85.89
100-41500-310 OTHER CONSULTING EXPENSE	98,990.00	44,016.00	44,016.00	54,974.00	44.47
100-41500-315 ASSESSOR'S FEE	60,000.00	60,000.00	60,000.00	.00	100.00
100-41500-321 COMMUNICATIONS(PHONE)	3,720.00	2,834.40	2,834.40	885.60	76.19
100-41500-322 POSTAGE	1,600.00	823.71	823.71	776.29	51.48
100-41500-331 TRAVEL & CONFERENCE EXPENSE	1,550.00	888.70	888.70	661.30	57.34
100-41500-350 PRINTING&PUBLICATIONS-(LEGALS)	9,550.00	5,917.56	5,917.56	3,632.44	61.96
100-41500-360 INSURANCE	7,640.00	7,301.91	7,301.91	338.09	95.57
100-41500-404 MAINT.&REPAIR EQUIP.(CONTRACT)	4,120.00	2,532.50	2,532.50	1,587.50	61.47
100-41500-405 MISCELLANEOUS	1,060.00	657.82	657.82	402.18	62.06
100-41500-433 DUES & SUBSCRIPTIONS	6,050.00	1,706.00	1,706.00	4,344.00	28.20
100-41500-560 CAPITAL OUTLAY (OFFICE EQUIP.)	540.00	.00	.00	540.00	.00
100-41500-570 CAPITAL OUTLAY (COMPUTER EQUIP)	540.00	.00	.00	540.00	.00
100-41500-602 LEASE/PURCHASE (COPIER)	8,490.00 (794.47) (794.47)	9,284.47 (9.36)
TOTAL CITY CLERK/FINANCE	367,400.00	250,700.09	250,700.09	116,699.91	68.24

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>LEGAL SERVICES</u>					
100-41600-304 CIVIL, LEGAL (K&G)	15,910.00	31,766.60	31,766.60 (15,856.60)	199.66
100-41600-306 PROSECUTION (C&C)	19,100.00	11,582.30	11,582.30	7,517.70	60.64
100-41600-312 CODIFICATION OF ORDINANCES	540.00	.00	.00	540.00	.00
100-41600-405 MISC.	.00	.10	.10 (.10)	.00
TOTAL LEGAL SERVICES	35,550.00	43,349.00	43,349.00 (7,799.00)	121.94
<u>PLANNING & ZONING</u>					
100-41900-301 PLANNER CONTRACT FEE	23,184.00	11,592.00	11,592.00	11,592.00	50.00
100-41900-360 INSURANCE	6,010.00	5,497.80	5,497.80	512.20	91.48
TOTAL PLANNING & ZONING	29,194.00	17,089.80	17,089.80	12,104.20	58.54
<u>ENVIRONMENTAL PROTECTION</u>					
100-41920-311 OTHER CONSULTANT FEES	1,060.00	.00	.00	1,060.00	.00
100-41920-320 WATER RESOURCE STAFF	7,210.00	1,435.85	1,435.85	5,774.15	19.91
TOTAL ENVIRONMENTAL PROTECTION	8,270.00	1,435.85	1,435.85	6,834.15	17.36
<u>GEN. GOVT. BUILDING</u>					
100-41940-321 COMMUNICATIONS (TELEPHONE)	1,060.00	7,489.65	7,489.65 (6,429.65)	706.57
100-41940-360 INSURANCE	2,290.00	2,252.53	2,252.53	37.47	98.36
100-41940-380 UTILITIES (NSP,GAS,LINEN)	12,730.00	8,935.66	8,935.66	3,794.34	70.19
100-41940-384 GARBAGE PICK-UP	1,160.00	817.93	817.93	342.07	70.51
100-41940-401 MAINT.&REPAIR BLD	11,460.00	7,654.59	7,654.59	3,805.41	66.79
100-41940-402 MUSEUM	150.00	.00	.00	150.00	.00
100-41940-403 GROUND MAINTENANCE	520.00	.00	.00	520.00	.00
100-41940-405 MISCELLANEOUS	.00	3,667.96	3,667.96 (3,667.96)	.00
100-41940-510 C.O.(LAND & BLD. - 804)	45,864.00	10,980.00	10,980.00	34,884.00	23.94
TOTAL GEN. GOVT. BUILDING	75,234.00	41,798.32	41,798.32	33,435.68	55.56
<u>PUBLIC SAFETY</u>					
100-42000-405 MISCELLANEOUS	1,160.00	1,120.81	1,120.81	39.19	96.62
100-42000-440 CONTRACT	1,089,303.00	801,574.68	801,574.68	287,728.32	73.59
100-42000-442 PRISONER BOOKING	1,600.00 (308.54) (308.54)	1,908.54 (19.28)
100-42000-450 FIRE PROTECTION	333,035.00	200,179.59	200,179.59	132,855.41	60.11
100-42000-461 BUILDING CODE SURCHARGE	.00	2,518.12	2,518.12 (2,518.12)	.00
TOTAL PUBLIC SAFETY	1,425,098.00	1,005,084.66	1,005,084.66	420,013.34	70.53

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>BUILDING INSPECTOR ADMIN</u>					
100-42400-101 WAGES (FULL-TIME)	69,220.00	55,193.72	55,193.72	14,026.28	79.74
100-42400-103 WAGES- (TEMP HELP)	420.00	442.96	442.96 (22.96)	105.47
100-42400-121 PERA	5,190.00	4,086.91	4,086.91	1,103.09	78.75
100-42400-122 FICA/MEDICARE	5,290.00	4,094.62	4,094.62	1,195.38	77.40
100-42400-131 CITY PAID BENEFIT ALLOWANCE-LI	14,370.00	2,274.08	2,274.08	12,095.92	15.83
100-42400-200 OFFICE SUPPLIES	270.00	930.16	930.16 (660.16)	344.50
100-42400-212 VEHICLE OPER.SUPPLIES(FUEL,ETC	470.00	348.77	348.77	121.23	74.21
100-42400-310 OTHER CONSULTING EXPENSE	150.00	.00	.00	150.00	.00
100-42400-321 COMMUNICATIONS (TELEPHONE)	1,600.00	1,102.21	1,102.21	497.79	68.89
100-42400-331 CONFERENCE & TRAVEL	1,000.00	235.21	235.21	764.79	23.52
100-42400-360 INSURANCE	3,500.00	3,135.76	3,135.76	364.24	89.59
100-42400-433 DUES & SUBSCRIPTIONS	290.00	644.00	644.00 (354.00)	222.07
100-42400-570 CAPITAL OUTLAY (EQUIP PURCHA)	420.00	.00	.00	420.00	.00
 TOTAL BUILDING INSPECTOR ADMIN	 102,190.00	 72,488.40	 72,488.40	 29,701.60	 70.93

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>PUBLIC WORKS</u>					
100-43100-101 WAGES (FULL-TIME)	145,790.00	125,238.12	125,238.12	20,551.88	85.90
100-43100-121 PERA	10,930.00	8,367.45	8,367.45	2,562.55	76.55
100-43100-122 FICA/MEDICARE	11,150.00	8,941.71	8,941.71	2,208.29	80.19
100-43100-131 CITY PAID BENEFIT ALLOWANCE	33,270.00	14,021.46	14,021.46	19,248.54	42.14
100-43100-210 OPERATING SUPPLIES	640.00	240.00	240.00	400.00	37.50
100-43100-212 VEHICLE OPER.SUPPLIES(FUEL,ETC)	22,500.00	8,755.46	8,755.46	13,744.54	38.91
100-43100-217 SIGNS	4,000.00	4,779.62	4,779.62 (779.62)	119.49
100-43100-218 UNIFORMS	1,650.00	1,735.83	1,735.83 (85.83)	105.20
100-43100-219 CULVERTS	3,500.00	4,402.45	4,402.45 (902.45)	125.78
100-43100-220 MAINT.&REPAIR SUPPLIES (EQUIP)	21,630.00	10,899.50	10,899.50	10,730.50	50.39
100-43100-223 MAINT. & REPAIR SUPPLIES(BLDG.)	4,640.00	2,872.55	2,872.55	1,767.45	61.91
100-43100-224 ROAD MAINT.MATERIALS(ON-GOING)	66,000.00	106,099.72	106,099.72 (40,099.72)	160.76
100-43100-226 BLACKTOP MAINTENANCE	41,200.00	51,378.27	51,378.27 (10,178.27)	124.70
100-43100-227 EQUIPMENT RENTAL CONTRACT HIRE	1,000.00	360.00	360.00	640.00	36.00
100-43100-240 SMALL TOOLS & MINOR EQUIPMENT	320.00	.00	.00	320.00	.00
100-43100-303 ENGINEERING	4,240.00	3,729.65	3,729.65	510.35	87.96
100-43100-321 COMMUNICATIONS (PHONE,E-MAIL)	4,120.00	3,538.23	3,538.23	581.77	85.88
100-43100-331 TRAVEL,CONF.,EDUC.EXPENSE	1,030.00	150.00	150.00	880.00	14.56
100-43100-350 PRINTING & PUBLICATIONS	320.00	980.71	980.71 (660.71)	306.47
100-43100-360 INSURANCE	16,960.00	11,511.55	11,511.55	5,448.45	67.87
100-43100-380 UTILITIES	9,550.00	6,392.40	6,392.40	3,157.60	66.94
100-43100-381 STREET LIGHTING	2,750.00	2,255.62	2,255.62	494.38	82.02
100-43100-384 GARBAGE PICK-UP	470.00	26.39	26.39	443.61	5.61
100-43100-403 BRUSH & TREE REMOVAL	3,000.00	700.00	700.00	2,300.00	23.33
100-43100-407 SNOW REMOVAL-MATERIALS	26,520.00	2,890.07	2,890.07	23,629.93	10.90
100-43100-408 DUST CONTROL	66,950.00	61,199.63	61,199.63	5,750.37	91.41
100-43100-413 SALES/FUEL TAX & LICENSE	500.00	10.00	10.00	490.00	2.00
100-43100-415 EQUIPMENT RENTAL	540.00	.00	.00	540.00	.00
100-43100-420 GOPHER STATE ONE-CALL	1,850.00	1,033.60	1,033.60	816.40	55.87
100-43100-430 SAFETY PROGRAM (AWAIR, ETC.)	1,850.00	1,800.00	1,800.00	50.00	97.30
100-43100-433 MEMBERSHIP DUES	600.00	102.48	102.48	497.52	17.08
100-43100-570 C. O. (EQUIP. PURCH. - 803)	7,000.00	.00	.00	7,000.00	.00
TOTAL PUBLIC WORKS	516,470.00	444,412.47	444,412.47	72,057.53	86.05
<u>SOLID WASTE (LAND & RECYCLING)</u>					
100-43200-405 MISCELLANEOUS	250.00	230.00	230.00	20.00	92.00
100-43200-410 RECYCLING EXPENSES	50,000.00	32,610.60	32,610.60	17,389.40	65.22
100-43200-411 CLEAN-UP DAY	.00	905.01	905.01 (905.01)	.00
TOTAL SOLID WASTE (LAND & RECYCLING)	50,250.00	33,745.61	33,745.61	16,504.39	67.16

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

GENERAL FUND

		YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u>RECREATION</u>					
100-45100-120	COMMUNITY EVENT CONTRIBUTIONS	6,900.00	3,189.00	3,189.00	3,711.00	46.22
	TOTAL RECREATION	6,900.00	3,189.00	3,189.00	3,711.00	46.22
	<u>COMMUNITY SERVICE</u>					
100-45200-402	YOUTH GROUPS	640.00	.00	.00	640.00	.00
	TOTAL COMMUNITY SERVICE	640.00	.00	.00	640.00	.00
	<u>PARK MAINT.</u>					
100-45300-210	SUPPLIES & MATERIALS	1,060.00	.00	.00	1,060.00	.00
100-45300-220	REPAIRS & MAINTENANCE (MOWING)	5,840.00	6,018.00	6,018.00	(178.00)	103.05
100-45300-230	EQUIPMENT PURCHASES	540.00	.00	.00	540.00	.00
100-45300-310	OTHER CONSULTING EXPENSE	540.00	.00	.00	540.00	.00
100-45300-361	INSURANCE	1,750.00	2,955.16	2,955.16	(1,205.16)	168.87
100-45300-380	UTILITIES/WASTE REMOVAL	640.00	.00	.00	640.00	.00
100-45300-405	MISCELLANEOUS	220.00	.00	.00	220.00	.00
100-45300-451	FESTIVAL EXPENDITURES	2,500.00	.00	.00	2,500.00	.00
	TOTAL PARK MAINT.	13,090.00	8,973.16	8,973.16	4,116.84	68.55
	<u>UNALLOCATED INSURANCE</u>					
100-49240-375	CLAIM DEDUCTIBLE	540.00	.00	.00	540.00	.00
100-49240-620	AGENCY FEES	1,800.00	1,700.00	1,700.00	100.00	94.44
	TOTAL UNALLOCATED INSURANCE	2,340.00	1,700.00	1,700.00	640.00	72.65
	TOTAL FUND EXPENDITURES	2,655,366.00	1,939,250.35	1,939,250.35	716,115.65	73.03
	NET REVENUES OVER EXPENDITURES	.00	(460,316.32)	(460,316.32)	(1,892,547.62)	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

WATER RESOURCE DEPT.

		YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u>TAXES</u>					
200-31010-000	AD VALOREM TAXES	63,130.00	32,592.62	32,592.62	30,537.38	51.63
200-31040-000	FISCAL DISPARITIES	3,070.00	1,048.21	1,048.21	2,021.79	34.14
	TOTAL TAXES	66,200.00	33,640.83	33,640.83	32,559.17	50.82
	<u>ADMINISTRATIVE</u>					
200-34108-000	ADMINISTRATIVE CHARGES/REIMBUR	.00	500.00	500.00	(500.00)	.00
	TOTAL ADMINISTRATIVE	.00	500.00	500.00	(500.00)	.00
	TOTAL FUND REVENUE	66,200.00	34,140.83	34,140.83	32,059.17	51.57

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

WATER RESOURCE DEPT.

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>CONSULTANT EXPENSES</u>					
200-41920-303 ENGINEERING	.00	120.00	120.00 (120.00)	.00
200-41920-310 PIONEER-SARAH WATERSHED COMM.	51,620.00	50,439.50	50,439.50	1,180.50	97.71
200-41920-320 WATER RESOURCE STAFF	2,120.00	1,720.00	1,720.00	400.00	81.13
200-41920-330 OTHER CONSULTING FEES	1,060.00	.00	.00	1,060.00	.00
200-41920-350 PRINTING&PUBLICATIONS-(LEGALS)	790.00	.00	.00	790.00	.00
200-41920-433 MISC. DUES / FEES	.00	515.00	515.00 (515.00)	.00
200-41920-570 CAPITAL OUTLAY (PROJECT COST)	10,610.00	280.00	280.00	10,330.00	2.64
TOTAL CONSULTANT EXPENSES	66,200.00	53,074.50	53,074.50	13,125.50	80.17
TOTAL FUND EXPENDITURES	66,200.00	53,074.50	53,074.50	13,125.50	80.17
NET REVENUES OVER EXPENDITURES	.00 (18,933.67) (18,933.67)	18,933.67	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

DEBT SERV PUB SAF BLD 01 FUND

		YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u>TAXES</u>					
309-31010-000	ADVALOREM TAXES	117,000.00	58,500.00	58,500.00	58,500.00	50.00
	TOTAL TAXES	117,000.00	58,500.00	58,500.00	58,500.00	50.00
	TOTAL FUND REVENUE	117,000.00	58,500.00	58,500.00	58,500.00	50.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

DEBT SERV PUB SAF BLD 01 FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>DEBT SERVICE-PUB SAFE BLDG</u>					
309-47000-601 BOND PRINCIPLE	95,000.00	.00	.00	95,000.00	.00
309-47000-611 BOND INTEREST	16,400.00	8,200.00	8,200.00	8,200.00	50.00
309-47000-620 AGENCY FEE	450.00	900.00	900.00	(450.00)	200.00
TOTAL DEBT SERVICE-PUB SAFE BLDG	111,850.00	9,100.00	9,100.00	102,750.00	8.14
TOTAL FUND EXPENDITURES	111,850.00	9,100.00	9,100.00	102,750.00	8.14
NET REVENUES OVER EXPENDITURES	5,150.00	49,400.00	49,400.00	(44,250.00)	959.22
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

2015A- GO BOND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>SOURCE 31</u>					
314-31010-000 AD VALOREM TAXES	177,043.00	88,522.00	88,522.00	88,521.00	50.00
TOTAL SOURCE 31	177,043.00	88,522.00	88,522.00	88,521.00	50.00
TOTAL FUND REVENUE	177,043.00	88,522.00	88,522.00	88,521.00	50.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

2015A- GO BOND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>DEPT 121</u>					
314-43121-620 AGENCY FEES 2015A	.00	450.00	450.00	(450.00)	.00
TOTAL DEPT 121	.00	450.00	450.00	(450.00)	.00
<u>DEPT 000</u>					
314-47000-601 BOND PRINCIPAL	125,000.00	125,000.00	125,000.00	.00	100.00
314-47000-611 INTEREST EXPENSE (LOAN)	29,863.00	29,862.50	29,862.50	.50	100.00
TOTAL DEPT 000	154,863.00	154,862.50	154,862.50	.50	100.00
TOTAL FUND EXPENDITURES	154,863.00	155,312.50	155,312.50	(449.50)	100.29
NET REVENUES OVER EXPENDITURES	22,180.00	(66,790.50)	(66,790.50)	88,970.50	(301.13)
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

PARK FUND

		YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u>PUBLIC CHARGES FOR SERVICE</u>					
501-34780-000	PARK DEDICATION FEES	.00	34,500.00	34,500.00	(34,500.00)	.00
	TOTAL PUBLIC CHARGES FOR SERVICE	.00	34,500.00	34,500.00	(34,500.00)	.00
	<u>MISCELLANEOUS REVENUE</u>					
501-36230-000	MISC.CONTRIBUTIONS/DONATIONS	.00	711.47	711.47	(711.47)	.00
	TOTAL MISCELLANEOUS REVENUE	.00	711.47	711.47	(711.47)	.00
	TOTAL FUND REVENUE	.00	35,211.47	35,211.47	(35,211.47)	.00
	NET REVENUES OVER EXPENDITURES	.00	35,211.47	35,211.47	(35,211.47)	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

SEWER FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>TAXES</u>					
602-31010-000 AD VALOREM TAXES	13,652.00	6,826.00	6,826.00	6,826.00	50.00
TOTAL TAXES	13,652.00	6,826.00	6,826.00	6,826.00	50.00
<u>PUBLIC CHARGES FOR SERVICE</u>					
602-34108-000 ADMINISTRATIVE CHARGES/REIMBUR	.00	175.00	175.00 (175.00)	.00
602-34401-000 SEWER CONNECTION CHARGE	.00	2,485.00	2,485.00 (2,485.00)	.00
602-34408-000 USER AVAIL. CHG. (\$112.54 YR)	.00	3,317.76	3,317.76 (3,317.76)	.00
TOTAL PUBLIC CHARGES FOR SERVICE	.00	5,977.76	5,977.76 (5,977.76)	.00
<u>MISCELLANEOUS REVENUE</u>					
602-36101-000 SPECIAL ASSESS/INT (CTY. PYMT)	.00	69,904.78	69,904.78 (69,904.78)	.00
TOTAL MISCELLANEOUS REVENUE	.00	69,904.78	69,904.78 (69,904.78)	.00
<u>SPECIAL FUND ACTIVITY</u>					
602-37200-210 COLLECTION&GRAVITY LINE	.00	121,297.14	121,297.14 (121,297.14)	.00
602-37200-220 RESIDENTIAL CLUSTER	.00	743.58	743.58 (743.58)	.00
602-37200-250 COMMERCIAL	.00	11,713.78	11,713.78 (11,713.78)	.00
602-37200-270 DEL UTILITIES - CITY PYMT	.00	1,184.69	1,184.69 (1,184.69)	.00
TOTAL SPECIAL FUND ACTIVITY	.00	134,939.19	134,939.19 (134,939.19)	.00
TOTAL FUND REVENUE	13,652.00	217,647.73	217,647.73 (203,995.73)	1,594.26

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

SEWER FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>SEWER EXPENSE COLLECTION</u>					
602-49450-101 WAGES (FULL-TIME)	57,710.00	36,180.63	36,180.63	21,529.37	62.69
602-49450-121 PERA	4,660.00	1,707.75	1,707.75	2,952.25	36.65
602-49450-122 FICA/MEDICARE	4,760.00	2,619.45	2,619.45	2,140.55	55.03
602-49450-131 CITY PAID BENEFIT ALLOWANCE	15,200.00	2,945.94	2,945.94	12,254.06	19.38
602-49450-210 OPERATING SUPPLIES	1,060.00	.00	.00	1,060.00	.00
602-49450-301 AUDITING FEES	520.00	.00	.00	520.00	.00
602-49450-305 CONSULTING FEES	14,000.00	500.00	500.00	13,500.00	3.57
602-49450-331 CONFER. TRAVEL EXP./DUES/SUBSCR	790.00	125.00	125.00	665.00	15.82
602-49450-360 INSURANCE	3,380.00	2,596.58	2,596.58	783.42	76.82
602-49450-375 CLAIM DEDUCTIBLE	540.00	.00	.00	540.00	.00
602-49450-380 UTILITIES	21,220.00	13,525.07	13,525.07	7,694.93	63.74
602-49450-401 MAINT. & REPAIR (BLDGS./SYSTEM)	21,220.00	32,107.88	32,107.88	(10,887.88)	151.31
602-49450-404 CIVIC MAINT. CONTRACT	740.00	.00	.00	740.00	.00
602-49450-405 MISCELLANEOUS	1,600.00	.00	.00	1,600.00	.00
602-49450-406 METRO COUNCIL-ENVIRON.(SER.CH)	36,000.00	33,069.72	33,069.72	2,930.28	91.86
602-49450-410 SAC CHARGES	42,440.00	.00	.00	42,440.00	.00
602-49450-417 LICENSES & PERMITS	100.00	.00	.00	100.00	.00
602-49450-420 DEPRECIATION	127,310.00	63,655.00	63,655.00	63,655.00	50.00
602-49450-560 CAPITAL OUTLAY (COMP.)	540.00	.00	.00	540.00	.00
602-49450-570 CAPITAL OUTLAY (PROJECT COST)	56,220.00	37,644.38	37,644.38	18,575.62	66.96
602-49450-601 BOND PRINCIPAL	75,000.00	75,000.00	75,000.00	.00	100.00
602-49450-611 BOND INTEREST	20,491.00	20,491.25	20,491.25	(.25)	100.00
602-49450-620 AGENCY FEES	1,000.00	550.00	550.00	450.00	55.00
 TOTAL SEWER EXPENSE COLLECTION	 506,501.00	 322,718.65	 322,718.65	 183,782.35	 63.72
 TOTAL FUND EXPENDITURES	 506,501.00	 322,718.65	 322,718.65	 183,782.35	 63.72
 NET REVENUES OVER EXPENDITURES	 (492,849.00)	 (105,070.92)	 (105,070.92)	 (387,778.08)	 (21.32)

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

BUILDINGS CAPITAL IMPRMT FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS EXPENSES</u>					
801-49950-580 CAPITAL OUTLAY (CONSTR COSTS)	.00	5,725.00	5,725.00	(5,725.00)	.00
TOTAL MISCELLANEOUS EXPENSES	.00	5,725.00	5,725.00	(5,725.00)	.00
TOTAL FUND EXPENDITURES	.00	5,725.00	5,725.00	(5,725.00)	.00
NET REVENUES OVER EXPENDITURES	.00	(5,725.00)	(5,725.00)	5,725.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00
NET REVENUES OVER EXPENDITURES	.00	.00	.00	.00	.00

CITY OF INDEPENDENCE
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2017

CITY PROJECTS FUND

	YTD BUDGET	CURRENT PERIOD	YTD ACTUAL	VARIANCE	% OF BUDGET
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>OTHER FINANCING SOURCES</u>					
806-36230-000 MISC. CONTRIB./REFUND	(714,310.00)	.00	.00	(714,310.00)	.00
TOTAL OTHER FINANCING SOURCES	<u>(714,310.00)</u>	<u>.00</u>	<u>.00</u>	<u>(714,310.00)</u>	<u>.00</u>
 TOTAL FUND REVENUE	 <u>(714,310.00)</u>	 <u>.00</u>	 <u>.00</u>	 <u>(714,310.00)</u>	 <u>.00</u>
 NET REVENUES OVER EXPENDITURES	 <u>(714,310.00)</u>	 <u>.00</u>	 <u>.00</u>	 <u>(714,310.00)</u>	 <u>.00</u>



Date: November 2, 2017

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

From: Director Gary Kroells *G. Kroells*

SUBJECT: OCTOBER 2017 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\2017\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 2017

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
City Of Independence				
Criminal	11	12	93	108
Traffic	158	193	1,702	2,115
Part III	7	10	75	117
Part IV	32	28	270	327
Part V	138	185	1,517	1,702
Total City of Independence	346	428	3,657	4,369
City Of Maple Plain				
Criminal	6	6	49	64
Traffic	87	80	1,036	944
Part III	2	5	45	78
Part IV	15	19	160	195
Part V	145	138	1,335	1,367
Total City Of Maple Plain	255	248	2,625	2,648
Grand Total Both Cities	601	676	6,282	7,017
TZD	7	2	185	133
Agency Assists	51	99	549	402
Total ICR Reports	652	777	7,107	7,520
Mileage	10,179	14,132	123,352	129,279
How Received				
Fax	8	5	110	108
In Person	32	30	260	360
Mail	2	1	14	18
Other	8	3	43	55
Phone	33	30	308	366
Radio	189	215	1,827	2,159
Visual	335	426	4,078	3,910
Email	10	2	54	46
Lobby Walk In	35	65	413	498
Total	652	777	7,107	7,520

October 2017 Criminal Part I & II

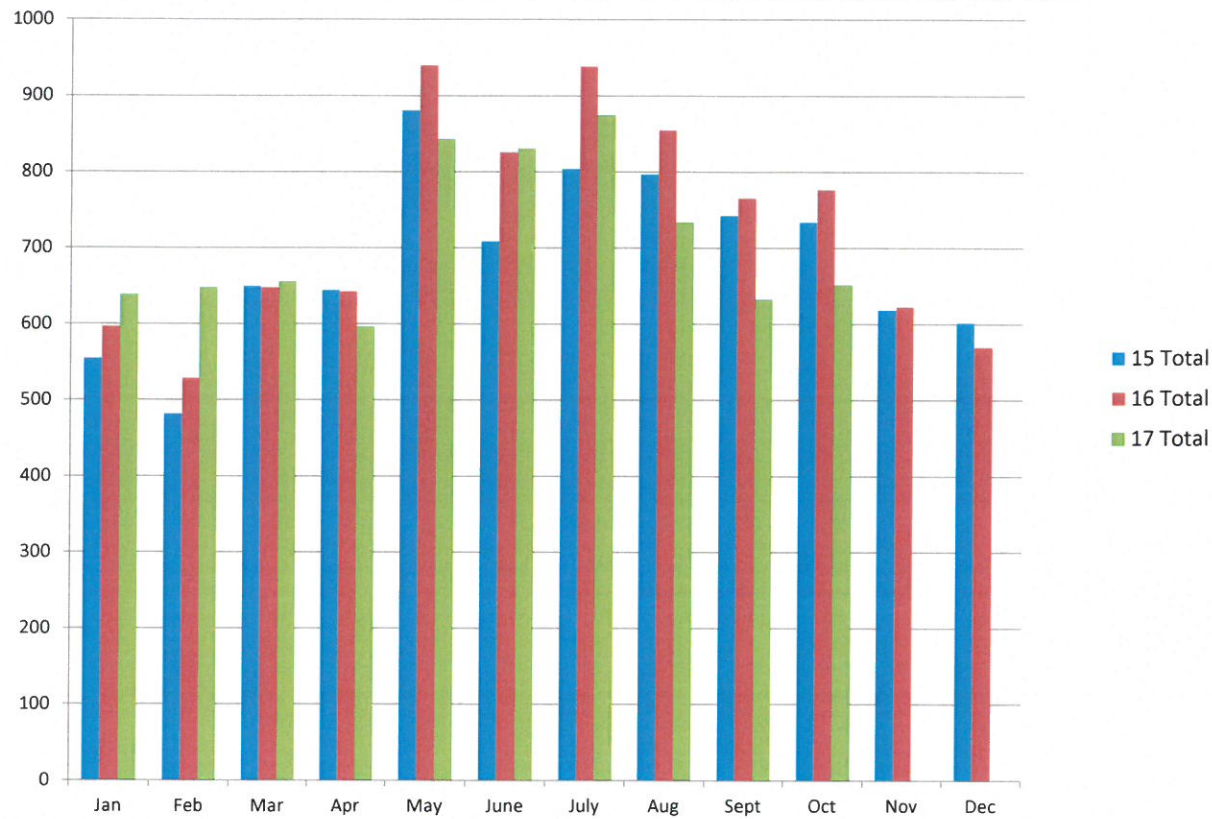
City of Independence Grid #'s 3-5

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC
WHPS	17006515	Possession Small Amount of Marijuana and Drug Paraphernalia	10/4/2017	3	10/4/2017	DC500
WHPS	17006569	Possession Small Amount of Marijuana and Drug Paraphernalia	10/6/2017	3	10/6/2017	DC500
WHPS	17006582	Theft from Auto	10/7/2017	3	10/7/2017	TC159
WHPS	17006587	Misdemeanor Domestic Assault	10/7/2017	4	10/7/2017	AL404
WHPS	17006621	Stolen License Tabs from Vehicle	10/10/2017	3	10/10/2017	TR159
WHPS	17006706	Disorderly Conduct	10/13/2017	4	10/13/2017	N3030
		Possession Small Amount of Marijuana and Drug Paraphernalia /				
WHPS	17006729	Tobacco Possession by Minor	10/14/2017	5	10/14/2017	DC500
WHPS	17006799	5th Degree Assault	10/17/2017	4	10/17/2017	A5302
WHPS	17006861	4th Degree DWI / Open Bottle	10/19/2017	3	10/19/2017	JGW01
WHPS	17007010	Possession of Drug Paraphernalia	10/26/2017	5	10/26/2017	DA540
WHPS	17007102	Theft Report	10/31/2017	5	10/31/2017	TR009

City of Maple Plain Grid # 1-2

AGN	ICR	Title	Create Date	Grid #	Reported Date	MOC
WHPS	17006831	Possession Small Amount of Marijuana	10/18/2017	2	10/18/2017	DA540
WHPS	17006860	5th Degree Assault	10/19/2017	2	10/19/2017	A5553
WHPS	17006931	Theft	10/23/2017	1	10/23/2017	TR019
WHPS	17007003	Gross Misdemeanor Domestic Assault	10/26/2017	2	10/26/2017	AK351
WHPS	17007017	5th Degree Controlled Substance / Possession of Drug Paraphernalia	10/26/2017	1	10/26/2017	DH5C0
WHPS	17007050	2nd Degree Gross Misdemeanor DWI / Property Damage Crash	10/28/2017	1	10/28/2017	JEW01

THREE YEAR COMPARISON OF POLICE CALLS FOR SERVICE & ACTIVITY



DIRECTOR'S NEWS & NOTES

WEST HENNEPIN PUBLIC SAFETY October 2017 Activity Report

Year to Date Activity Report

At the end of October 31, 2017 West Hennepin Public Safety (WHPS) handled a total of 7,520 incident complaints, 2,625 in Maple Plain and 3,657 in Independence. For the month of October 2017, WHPS handled 256 incidents in Maple Plain and 346 in Independence.

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

Recent Highlighted Cases:

Damage to Property

Oct 3 CR Rd 92/Hwy 12, Independence. A driver sustained minor dents and scratches to her vehicle when pieces of a roof from a camper being towed in front her began flying off. She was unable to get a license plate.

Disturbance

Oct 5 8:05 p.m. 5200 Manchester Dr, Maple Plain. Resident reported noise disturbance of kids running and jumping, coming from an apartment above her. Upon Police arrival the noise had stopped. A check with the renter who apologized and advised her three kids just got done with a 22 hour car ride and were excited to be home.

Domestic

Oct 6 3:08 a.m. 5300 Highway 12, Maple Plain. Female reported her boyfriend locked her out of the motel room. The female was upset finding alleged text messages on her boyfriend's phone from another girl. Nothing physical occurred. Both agreed to separate for the evening.

Drugs/ Theft / Recovered Stolen

Oct 7 5:19 a.m. Routine patrol found a vehicle parked on Valley Rd and Highway 12, Independence and appeared unoccupied. Police found two occupants that were lying down / sleeping in the rear of the vehicle. 23 year old male and 19 year old female from Minneapolis stated their vehicle broke down and were waiting for a ride. The vehicle was found stolen from Minneapolis and both persons had active warrants for their arrest. A search of the vehicle found methamphetamine, drug paraphernalia and power tools. Police discovered the power tools were stolen earlier in the evening from a resident on Valley Road. Both were transported to Hennepin County Jail and charges pending for Receiving Stolen Property, 5th Degree Controlled Substance, Possession of Drug Paraphernalia and Driving after Revocation.

Domestic

Oct 7 5200 Sunset Lane, Independence. 47 year old male was arrested for a physical domestic assault. He was transported and booked into Hennepin County Jail and charges pending for Felony and Misdemeanor Domestic Assault

Suspicious Activity

Oct 9 5000 Main Street E, Maple Plain. Caller reported there were juveniles driving circles in the parking lot of the church and juveniles riding in the bed of the truck. Police found 21 year female driver from Maple Plain who had just failed her driver's test, so she was practicing. 23 year old male from Medina was sitting on the bed of his parked vehicle. No donut marks in the parking lot. They were advised of the callers concern and both understood the concern.

ATV Complaint

Oct 10 Resident reported on Sunday while riding her horse in the 7800 Pioneer Creek Rd, Independence, a ATV side by side and a dirt bike were racing recklessly down the road towards her causing her horse to buck her off and run away. Her side was grazed by the horse hoof when she landed. She made the ATV rider drive her around until she found her horse.

Truancy

Oct 11 1500 Baker Park Rd, Maple Plain. Police found a person sleeping inside a vehicle at the Park & Ride, Maple Plain. 16 year old juvenile admitted to be being absent from school without his parent's knowledge. His mother was contacted and he was told to go back to school. School contacted Police advising he had shown up.

Agency Assist Warrant Pick up

Oct 12 Vinland Center, Independence. Dakota County Sheriff Office requested assistance in picking up a resident that had an active warrant for his arrest for failing to comply with his release conditions. The resident was not found at Vinland. The building and outside areas were searched and he was not located. Later Police had contact with the resident who stated he was ok and needed to talk with his attorney and his mental health professional before he turns himself in.

Stall

Oct 14 Vehicle was pulled over to the side of the road with a flat tire on the boat trailer. Police assisted with the driver backing into the driveway of the 6700 block of Highway 12, Independence. With the help from the homeowner of the property, Police and driver they were able to successfully change the tire.

Burn Violation

Oct 15 8:19 p.m. Police and Fire responded to a report of a fire on Ihduhapi Island on Lake Independence, Independence. MP Fire, Medina PD, Hennepin County Sheriff's Office responded checking to locate the fire. The fire was located in the 3000 block of Lindgren Lane, Independence. The fire was 15' X 10' with flames 10 – 15 feet tall. The homeowner did not have a permit to burn, and several items of metal were in the fire and the smell of a strong odor of burnt diesel. The homeowner was issued a citation for Burning without a Permit.

Business Fire

Oct 16 5000 Highway 12, Maple Plain. A passerby notified a business that their building was on fire. Employees used fire extinguishers and a power washer / sprayers to help control the fire. Maple Plain Fire responded and assisted in extinguishing the fire. Cause of fire is pending.

Fight / 5th Degree Assault

Oct 17 3:45 p.m. Police responded to a reported fight at Vinland Center in Independence. Mark Richard Carroll 49 struck a 52 year old male from Burnsville several times, unprovoked, hitting him in the face and head because he was upset about the condition of the bathroom they share in the facility. The 52 yoa was struck twice again in the head with a closed fist. Mark was issued a citation for 5th Degree Assault.

5th Degree Assault

Oct 19 8:57 p.m. Reported an assault occurred in the 5300 block of Highway 12, Maple Plain. Three men were talking when one of them started yelling at a male and about his children and then attacked him. A 48 year old male from Wisconsin was located in a room, denied anything happened, refused to talk to the Police. He was arrested and transported to Hennepin County Jail for 5th Degree Assault and Disorderly Conduct – Brawling or Fighting.

4th Degree DWI / Open Bottle

Oct 19 9:14 p.m. Vehicle stopped for traveling at high rate of speed on Co Rd 6 / Co Rd 92 S., Independence. Driver Carissa A. Ptacek, 32 from Eau Claire, WI provided a breath sample which resulted in .12 breath alcohol concentration. She was arrested and charged with 4th Degree DWI and Open Bottle and released.

Property Damage

Oct 20 4900 CR 19, Independence. Driver reported his vehicle was struck by an object that flew off from a truck pulling a trailer with a Bobcat loader on it, damaging the windshield and front end of his vehicle. Approximate damage over \$1,500.00. No information on the license plate or information on the truck pulling the trailer.

Crash

Oct 22 CR 11 / Lake Haughey Rd, Independence. Motorist did not notice a vehicle in front of him slowing down to make a turn; was unable to swerve to the left due to oncoming traffic and swerved right at the last second to avoid a collision. His vehicle crossed over Lake Haughey Road, entered the ditch and rolled over. Motorist was issued a citation for Fail to Drive with Due Care. No injuries

Theft

Oct 23 5000 Main Street, Maple Plain. Resident returned home and found a key was in his bedroom door lock. His ex-girlfriend will not move out and he has been locking the door. It was found a safe had been stolen from the bedroom. The ex-girlfriend admitted to knowing where the safe was and said where to find it. Charges issued for theft.

Suspicious Act

Oct 24 9:55 a.m. Main Street / Highway 12, Maple Plain. Motorist would not drive past the squad car parked on the side of the road. Contact with the motorist who was in his pajamas, said he was going to meet a female he met on line, didn't know her name. The 44 year old male from Starbuck was issued a citation for Driving after Suspension.

Medical

Oct 25 4:05 p.m. 2100 CR 92, Independence. Police responded for a male who was unable to care for himself. The male was found under the influence of alcohol, preliminary breath test resulted in .40 breath alcohol concentration. He was transported to the hospital by ambulance.

Domestic Assault

Oct 26 5300 Highway 12, Maple Plain. 34 year old male and 29 year old female were in an argument. The female threw a lighter at the male and the male pushed her down. The male was arrested and transported to Hennepin Co Jail, charged with Domestic Assault.

Disturbance

Oct 28 12:59 a.m. 5300 Highway 12, Maple Plain. Police dispatched for a male and female were yelling at two females and one male over the narcotics complaint. Strong odor of alcohol smelled on the breath of the female who had confronted them in the parking lot and admitted was yelling at them. Both male and female agreed to go to bed and leave the group in the next room alone.

2nd Degree DWI / Crash

Oct 28 7:26 p.m. Reported a vehicle driving in the ditch at Baker Park Rd / Highway 12, Maple Plain, then struck a vehicle in the Holiday Station parking lot. Beth Ann Johnson, 32 Maple Plain submitted a breath test which resulted in .27 Breath Alcohol Concentration. She was arrested for 2nd Degree DWI and Open Bottle. Vehicle pending forfeiture.

Theft Report

Oct 31 DNR reported someone removed a trap from the Robina WMA, Independence. The trap is a 330 Beloise Connibear Trap, approximate value \$30.00. Other traps were untouched, possibly someone was upset over the trappings and only found the one trap. The stolen trap has identification on it.



WEST HENNEPIN PUBLIC SAFETY DEPARTMENT

1918 County Road 90

Maple Plain, MN 55359

Phone (763) 479-0500, Fax (763) 479-0504

www.westhennepin.com

DATE: October 30, 2017
TO: Seeking Public Comment
FROM: Chief Gary Kroells
RE: Public Comment in regards to portable recording devices

West Hennepin Public Safety Department is seeking public comment before the purchase or implementation of a portable recording system, required by Minnesota State Statute 6286.8473 Subd. 2. Comment will be accepted until November 28, 2017. Those comments can be mailed to West Hennepin Public Safety Department 1918 County Road 90 Maple Plain, MN 55359 or sent via email to westhennepin@westhennepin.com.

West Hennepin Public Safety Department is entering into a pilot program with Viridian Weapon Technologies to research the use of Weapon Mounted Cameras (WMC) on an officer's duty weapon. This weapon mounted camera system includes audio and video and is instantly turned on once the officer removes the duty weapon from their holster. The camera turns off once the duty weapon is placed back into the officer's holster. This "instant on" technology is controlled by placing a magnet inside the officer's holster.

If West Hennepin Public Safety Department approves the pilot program with Viridian Weapon Technologies 30% of officers will wear the weapon mounted cameras during the pilot program. If this product is reliable and adds value for documenting use force incidents involving firearms, West Hennepin Public Safety will move forward to purchase cameras for all weapons.

Thank you for your input. Your comments add value to our process.

Attached are recent articles in the media discussing this pilot program.

<http://kstp.com/news/weapon-mounted-camera-viridian-weapon-tech-officer-involved-shootings/4576476/?cat=1>

https://www.youtube.com/watch?v=4FYFRm_p7NA

City of Independence
Consideration of an Ordinance Amendment to Chapter 13 of the City Code Establishing
Seasonal Parking Restrictions Relating to Snow Fall Events.

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: November 21, 2017

Discussion:

Independence does not currently have seasonal parking restrictions relating to on-street parking during snow events. Public Works and WHPS have discussed the possibility of establishing a parking restriction during snow fall events. The restriction would apply to public streets and would restrict parking between November 1 and April 15 and between the hours of 2:00 am and 8:00 am. The parking restriction would ensure that all public streets are free of parked vehicles during snow events to allow a clear plowing path. As previously discussed, the City has prepared an ordinance for consideration by the City Council..

Council Recommendation:

Council can consider adoption of **ORDINANCE 2017-06** amending Chapter 13 of the City Code.

Attachments: **ORDINANCE 2017-06**

ORDINANCE NO. 2017-06

CITY OF INDEPENDENCE

**AN ORDINANCE AMENDING CHAPTER 13 OF THE CITY CODE
TO INCLUDE SEASONAL PARKING RESTRICTIONS**

THE CITY COUNCIL OF THE CITY OF INDEPENDENCE ORDAINS as follows:

Section 1. City Code, Chapter 13, Traffic, Motor Vehicle and Other Vehicles is amended by adding Subd. 2, Seasonal Parking to Section 1300.03 as follows:

SECTION 1300.03. Parking. Subdivision 1. Parking prohibited. No person shall park any motor vehicle, vehicle, trailer, machinery or implement at any time except for emergencies on the following streets, avenues or alleys within the city:

- (a) On both sides of Sunset Lane for a distance of 400 feet west of its intersection with Lake Sarah Heights Drive;
- (b) On both sides of Lake Sarah Heights Drive for a distance of 300 feet north of its intersection with Sunset Lane.
- (c) On both sides of those portions of Rachel Ridge, Dylan Lane and South Lake Sarah Drive that lie within a one-half mile radius of the point of intersection of the center lines of Genekar Way and South Lake Sarah Drive. (Amended, Ord. No. 92-04, Sec. 2; Ord. No. 93-02, Sec. 1; Ord. No. 96-02, Sec. 1)
- (d) On both sides of Roy Road, between the hours of 1:00 a.m. and 6:00 a.m. (Added, Ord. No. 97-06)
- (e) On the east side of Independence Road starting at a point 120 feet south of the driveway at 2485 Independence Road going north 665 feet, and on the west side of Independence Road starting at a point 270 feet south of the bridge over Pioneer Creek on Independence Road going north 2,200 feet. (Added, Ord. No. 2003-02)
- (f) On the north side of Turner Road, to include all of section 27. (Amended, Ord. No. 2009-04)

Subd. 2. Seasonal Parking Restrictions. From November 1 through April 15 of each year and between the hours of 2:00 a.m. and 8:00 a.m. following a snow fall of 2 inches or more in depth, it shall be unlawful to park or permit to be parked, or to continue to park or

permit to stand, any vehicle upon any city street until the snow has been plowed from the street or the same has been otherwise disposed of.

Subd. 2 3. Violators towed. Any motor vehicle, vehicle, machinery or implement parked in violation of this subsection shall be removed from the city street, avenue, or alley or city property and shall be impounded until the owner pays all towing and storage charges.

any of

Subd. 3 4. Penalty. Any person, firm, or corporation who shall be convicted of a violation of

SECTION 2. This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this 21st day of November 2017, by the City Council of the City of Independence.

CITY OF INDEPENDENCE

By: _____
Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

City of Independence
Consideration to Authorize Staff to Enter into a Contract for Web Design Services
for the Purpose of Developing a New City Website.

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: November 21, 2017

Discussion:

The City has spent a considerable amount of time researching and soliciting information pertaining to the possibility of updating the City's website. The current website has not been fully updated since its inception. The City would like to overhaul the majority of the content on the website and begin establishing a better digital platform and interface with our constituents. Before overhauling the content, the City wanted to understand what it would take to update the framework, functionality and aesthetics of the website. For these reasons, the City solicited quotations to update/rebuild the website from approximately six vendors.

There are many variables that play into the process of developing a new website. The quotations are therefore not completely comparable as apples to apples. The City has had several meetings and many discussions with several of the vendors to better understand the many variables and quotations provided. Based on all of the research conducted, meetings and quotations for services, the City ultimately believes that there is a local company that would provide the best option to the City.

The City currently pays approximately \$900 per year for website hosting to Gov Office. The City received quotations to upgrade the website that ranged from approximately \$8,000-\$20,000. Five Technology from Delano provided the City with a quotation to build a custom website for the City. The total cost for the services proposed is \$9,840.00 and would be payable in equal increments over the three-year contract period. The City would need to enter into a three-year contract for services with the chosen consultant. In addition to the cost for building the new website, the City would move hosting and management to Five Technologies. This cost would be approximately \$135 per month or \$1,620 per year. This cost is an increase compared with current hosting services, but provides the City with a local resource for hosting and management of the website.

Council discussed this issue at the most recent workshop and asked if the new website could accommodate an additional subpage(s) for West Hennepin Public Safety. This question was asked of the consultant and it was determined that the site would be able to accommodate the subpages and there would be nominal costs associated with the construction of this format. The City budgeted funds to update the website in this year's budget.

Council Recommendation:

Council can consider a motion to approve the quotation for services and authorize staff to enter into a three-year contract with Five Technology to build a new website for the City.

Attachments: Website Quotation Summary
Five Technology Quotation

City of Independence

Website Design Price Comparison

Date: Wednesday, September 20, 2017

	Five Technologies	Bullseye	Gov Office	WordPress
Description	Total Price	Total Price	Total Price	Total Price
CMS Platform Set-Up	Included with web development	included with web developement	included with hosting	Free
Theme Design- Customizations	\$ 2,880.00	included with web developement	\$ 7,150.00	\$ 130.00
Basic CMS Integration and Development	\$ 1,920.00	included with web developement	included with hosting	\$ 130.00
Custom Programming	\$ 7,200.00	\$ 8,500.00	\$125/hour if needed	Consultant fee
ADA Compliance (optional/ recommended)	Optional	\$ 650.00	included with hosting	Consultant fee
Content Copy/ Publish (per page)	Optional	included with web developement	included with hosting	Consultant fee
SEO- On Page Optimization (per page)	Optional	included with web developement	included with hosting	Consultant fee
Project Management	\$ 1,200.00	included with web developement	included with custom design	Consultant fee
Content Entry	\$ 960.00	included with web developement	N/A- new design to be applied	Consultant fee
Testing and Debugging	\$ 960.00	included with web developement	included with custom design	Consultant fee
Go Live!	\$ 480.00	included with web developement	included with custom design	Consultant fee
Total	\$ 9,840.00	\$ 9,150.00	\$ 7,150.00	\$ 260.00
	\$ -		\$ -	\$ -
Monthly Managed Services	\$ 135.00	\$ 850.00	\$ 75.00	\$ 20.00

Host Management and Infrastructure	Included	Included	Included	Included
SSL Certificate	Included	Included	Included	Included
System Tech Support	Included	Included	Included	Included
Consulting/ On Going Services	Included	Included	Included	\$ 1,850.00
Ballpark Totals w/ one year managed services	\$ 11,460.00	\$ 19,350.00	\$ 8,050.00	\$ 22,700.00

	Five Technologies	Bullseye	Gov Office	WordPress
Additional Costs	Price	Price	Price	Price
		\$2500 + additional fees for billing service chosen		Cost of 3rd party like PSN- or absorbed through payer
Payment Portal	\$2400-\$4800		included with hosting	Consultant fee
Online Permits	\$2400-\$3600	\$100/ form	included with hosting	Consultant fee
Public Notices (Text/ Email Alerts)	\$4800-\$6000	\$1500-\$5600	included with hosting	Consultant fee
Surveys	\$240-\$480/ survey	\$100/ survey	Optional	Consultant fee

Solution Pricing

Professional Web Services

Description	Unit Price	Qty	Total
CMS Platform Setup	120.00	0	0.00
Theme Design - Customizations	120.00	10	2,880.00
Mobile Optimized / Responsive			
Basic CMS Integration and Development	120.00	8	1,920.00
Custom Programming	120.00	34	7,200.00
Home / Content Pages			
Portfolio			
Contact / Location			
Social Media			
News Blog / Blog Feed			
Miscellaneous Items			
Data Migration			
ADA Compliance (optional / recommended)	120.00	50	Optional
Content Copy / Publish (per page)	120.00	3-5	Optional
SEO - On Page Optimization (per page)	120.00	5	Optional
Project Management	120.00	10	1,200.00
Content Entry	120.00	8	960.00
Testing & Debugging	120.00	8	960.00
Go Live!	120.00	4	480.00

Web Services Total: \$9,840.00

Monthly Managed Services

Description	Unit Price	Qty	Total
Host Management and Infrastructure			135.00
SSL Certificate			
System Tech Support			
Consulting / On Going Services			

Note: One month of services will be credited with annual payment in advance.

Managed Services Total: \$135.00 /month

By signing this estimate, all parties agree to the terms and conditions of this estimate. Please refer to Project Plan for payment schedule, including down payment, mid project payments, and final payment. Estimates are valid for 30 days.

Proposed By: _____
Print Name Signature Date

Accepted By: _____
Print Name Signature Date

Project Plan / Timeline

#	Description	Note	Date
1.	Signing of Contract	50% Payment Due	TBD
2.	Project Queue / Team Assignments		TBD
3.	Project Overview, UI Design Consultations, Usability Audits, etc.		TBD
4.	Custom Programming Implementation Plan		TBD
5.	Sign-off on UI Design(#3)	* milestone / deliverable	TBD
6.	SMC Development and Build Begins		TBD
7.	Sign-off on Implementation Plan for Custom (#4)	* milestone / deliverable	TBD
8.	Custom Programming and Plug-in Development Begins		TBD
9.	UI Progress Update		TBD
10.	Custom Programming Progress Update		TBD
11.	UI Configuration on Custom Begins		TBD
12.	Sign-off SMC Build and Custom Plug-in Development	25% Payment Due	TBD
13.	Data Migration		TBD
14.	Final Testing, Debugging, & QA		TBD
15.	Go Live!	25% Final Payment	TBD

Project Team

#	Description	Team Member
1.	Project Manager / Technology Consultant	Jay McQuillan
2.	Lead Developer / Custom Programming	Dustin Butler
3.	Developer / Custom Programming	Chad Jenrich
4.	User Interface / PB Development	Jesse Cowan
5.	Network Administrator	Andy Meagher

Terms and Conditions

- 3-yr contract pricing. A down payment of 34% of the total Solution Pricing (\$3,345.60) must be collected upon signing of this agreement. Annual payments of 33% of the total Solution Pricing (\$3,247.20) to be paid on second and third anniversaries of signing of this agreement. Monthly Managed Services will begin upon site launch. If the project timeline is exceeded by more than 90 days due to client related issues the Monthly Managed Services will begin. If services are terminated prior to completion of 3-yr contract any unpaid portion of total Solution Pricing must be paid in full.
- The SMC, if utilized by the client requires Chrome, Firefox, or IE 9.0 or greater.
- All work outside "scope of solution" will be billed at current Five Technology T&M hourly rate. Work outside the "scope of solution" will require notification and sign-off from client before commencing.
- The standard SMC license requires that client to subscribe to Five Technology's Managed Service. In the event the client wants to terminate its managed service agreement SMC access will be terminated. Five Technology will generate the site into an HTML version that does not include SMC functionality and deliver it to the client via E-mail, FTP, Download or CD-ROM for a fee.

Additional Feature Estimates

In addition to the website redesign, City of Independence has asked Five Technology to explore the additional features below. Ballpark estimate ranges are included where applicable. Some of the features requested will require additional discovery in order to more accurately quote. Any 3rd party software/solution costs are not part of these estimates.

Payment Portal - \$2,400-\$4,800

- Secure payment portal setup via authorize.net or other payment service. May include option to pass along processing fees by means of a "convenience charge" as needed.
- The following payments will be accepted online; Building Permits (~\$5-8k), Sewer Availability Payments (~\$181 quarterly), Dog License (\$20 lifetime)
- A payment form will be created with ability to select what type of payment is being made; Permit, Sewer, Dog License. A link to this page will be present in footer and/or main navigation. May also choose to send out emails and/or provide URL on paper documents to increase public awareness in offering online payments.
- Main elements of payment page form will remain consistent; Full Name, Address, Phone, Email, etc.
- Upon selecting type of payment to be made, appropriate form will be displayed to gather data related to specified type of payment; Building Type, Dog Breed, etc
- Ability to upload any supporting documents pertaining to the type of payment to be made will be available.

Note: Final selection of payment service will be decided upon based on Col requirements, processing fees, volume and size of payments accepted. Estimates vary considerably due to a number of unknowns. Additional discovery needed.

Online Permits - \$2,400-\$3,600

- Similar to [City of Delano's Building Permits](#) page.
- Index of PDF forms by category that a User can fill out online.
- Filled out form may then be downloaded and submitted to specified Col staff person electronically.
Sample form (note: no signature) - http://www.delano.mn.us/Building_Permits/Zoning_Permit_Ian22_2016.pdf

Note: Additional discovery needed to determine best/most cost-effective method of filling forms out online and obtaining digital signature. Estimates assume ability to fill out/sign would be part of the software selected - i.e. Adobe DC or other.

Public Notices (Text/Email alerts) - \$4,800-\$6,000

- Opt-In. Method for obtaining email addresses and phone numbers for opt-in lists for public notices. CTA link to opt-in will be present on homepage as well as be distributed via email, printed documents and other means.
- Messaging Service. Select an appropriate service for delivering public notice to residents who have opted in. Based on initial research, many services provide up to 100 text messages to be delivered at no cost. Typical pricing includes \$0.0065-\$0.0075 / message thereafter. If short-code is required services often cost between \$1-3k/mo.
- Examples of notices to be delivered via Text/Email:
 - Road Closures
 - Weather Cleanup
 - Calcium Chloride treatments on gravel roads
 - Other Public Notices

Surveys - \$240-\$480/survey for embed & testing (does not include creation of survey)

- Embedded Google Forms (free - in order to keep cost down) or Survey Monkey
- See example: [City of Independence Community Survey](#)

*twilio
amazon
* newsletter
sign-up
link 4 social media*

City of Independence

Consideration to Authorize the Purchase of a New Vehicle for the Building Official

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: November 21, 2017

Discussion:

The City has discussed the possibility of replacing the Building Official vehicle on several occasions. The City currently has an administrative- capital budget balance from this year's budget that would allow for the replacement of this vehicle. The City has looked at the possibility of purchasing a small SUV that would have good ground clearance as well as four-wheel drive. The current vehicle could be sold with any proceeds used to offset the cost of the new vehicle purchase.

The City has received several prices for the purchase of a new 2017 Jeep Renegade 4x4. The State Bid price for this vehicle is a little higher than that which was provided by local dealers. The City has received several quotations for the Jeep with the lowest being \$20,018. The City has not received an official quotation for the trade in of the current 2010 Chevrolet Cobalt, but has used online valuations which value the vehicle between \$2,300-\$3,300. Based on the trade in value and the offset of taxes and title, the total cost of the purchase is estimated to not exceed \$20,000.

Vehicle Price:	\$20,028
Trade-in Price:	(\$2,800)
<u>Tax/Title:</u>	<u>\$1,850</u>
Total Purchase Price:	\$19,068

The funds for this purchase will be taken from the 2017 administrative capital budget.

Council Recommendation:









Council is being asked to consider approval of the purchase of a 2017 Jeep Renegade for a total purchase price not to exceed \$20,000.

Attachments: Vehicle Information
Vehicle Quotation (State Bid)



Exterior Color : Colorado Red
Interior Color : BLACK

Highlighted Features /

-  Electronic stability
-  Rain sensing wipers
-  Heated front seats
-  Heated steering wheel
-  Wireless phone connectivity
-  Split folding rear seat
-  Remote keyless entry
-  Trip computer

Packages & Options /

Included Packages

Engine: 2.4L I4 MultiAir

- Wheels: 17" x 7.0" Aluminum
- Tires: P215/60R17 BSW AS Touring
- 3.734 Axle Ratio
- Engine Oil Cooler

Cold Weather Group

- All-Season Floor Mats
- [View all packages and options](#)



Comments & Reviews /

Price includes: \$500 - Denver 2017 Bonus Cash DECHA. Exp. 12/04/2017, \$3,500 - 2017 DE Retail Consumer Cash 74CH1. Exp. 12/04/2017, \$500 - Denver 2017 RETAIL Bonus Cash DECHA1. Exp. 12/04/2017

Standard Specifications /

Convenience Features

1-touch down	Driver vanity mirror	Tilt steering wheel	Illuminated entry	Rear door bins	Telescoping steering wheel	Re
Air conditioning	Front beverage holders	Speed control	Rear beverage holders	Power windows	Passenger door bin	ke en Dr do

Off-Road Capability

Ground	Approach	Departure	201mm	Ramp
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2010 Chevrolet Cobalt

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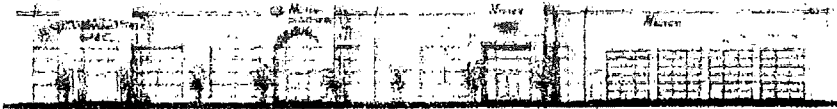


2016 Dodge Dart



2017 Ford Focus





2228 College Way * PO Box 688 * Fergus Falls, MN 56538-0688
218-998-8878 * 800-477-3013 * Fax 218-998-8813 * www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER F Independence BUJL74

Sold To: City of Independence
Attn: Larry Ende
Address: 1920 County Rd 90
Independence, MN 55359

Date: 8/25/2017
Phone: 763-479-0530
FAX: 763-479-0528
Salesperson: Melissa Larson

Stock No: Year Make Model
Independence 2018 Jeep Renegade Sport 4x4
Color: TBD/Cloth

New/Used Vehicle ID Number
New

Price of Vehicle: \$21,987.95

Includes All Standard Equipment, Plus;

2.4L I4 MultiAir Engine With a 9-Speed 948TE Auto
Transmission

Transit Improvement Vehicle Excise Tax:

Subtotal: \$21,987.95

Trade - In:

Total Cash Price: \$21,987.95

Your Purchase Order #
Priority

Project # MSC# 13.5

Thanks for your business!

Ship To / Lessee / End User: City of Independence
Attn: Larry Ende
Address: 1920 County Rd 90
Independence, MN 55359

FAX: 763-479-0528
Phone: 763-479-0530
email: lende@ci.independence.mn.us

Signed: _____ and initialed: _____

Printed Name: _____ and Date: _____