



CITY COUNCIL MEETING AGENDA  
TUESDAY SEPTEMBER 15, 2020

**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 September 1, 2020 Regular City Council Meeting.
  - b. Approval of Accounts Payable; Checks Numbered 19878-19893.
  - c. Large Assembly Permit for 2636 Independence Rd. - Event to be Held on Saturday, September 19<sup>th</sup>, 2020.
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. Gretchen Piper – Running for State Senate.
  8. West Hennepin Public Safety – Director Gary Kroells: Presentation of the August 2020 Activity Report.
  9. Consider Approval of the 2020 Preliminary Budget and Tax Levy:
    - a. **RESOLUTION NO. 20-0915-01** – Establishing the General and Debt Service Preliminary Tax Levy and Setting a Date for the 2020 Truth in Taxation Meeting for December 1, 2020.
    - b. **RESOLUTION NO. 20-0915-02** – Establishing the Pioneer Sarah Creek Watershed Management Commission Preliminary Tax Levy.

10. Award City Hall/WHPS Renovation and Update Contract:

- a. **RESOLUTION NO. 20-0915-03** – Awarding the City Hall renovation project contract to the low bidder.

11. Open/Misc.

12. Adjourn.

MINUTES OF A REGULAR MEETING OF THE  
INDEPENDENCE CITY COUNCIL  
TUESDAY, SEPTEMBER 1, 2020 –6:30 P.M.

1. CALL TO ORDER.

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

3. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

2. ROLL CALL

PRESENT: Mayor Johnson, Councilors Betts, Spencer, McCoy (virtual) and Grotting (virtual)

ABSENT: None

STAFF: City Administrator Kaltsas, Assistant to Administrator Horner

VISITORS: Ali Howe (virtual)

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 City Council Minutes from the August 18, 2020 Regular City Council Meeting.
- b. Approval of City Council Minutes from the August 13, 2020 City Council Workshop.
- c. Approval of Accounts Payable; Checks Numbered 19846-19876 (Checks 19830-19845 were voided).

**Motion by Spencer, second by Betts to approve the Consent Agenda with the addition of check 19877 for WHPS. Ayes: Johnson, Betts, Spencer, McCoy and Grotting. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.**

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

Johnson noted Ali Howe would give a presentation on the Orono Referendum.

5. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

**Spencer attended the following meetings:**

- Hennepin County Environmental Meeting
- LICA Wetland Restoration Meeting

**Grotting attended the following meetings:**

- Met with Kaltsas regarding the LMCC internet mileage

**McCoy attended the following meetings:**

- None

**Betts attended the following meetings:**

- Police Commission Meeting

**Johnson attended the following meetings:**

- Interfaith Fellowship Caring for Kids Breakfast (zoom)
- Met with Representative Jerry Hertaus (zoom)
- Met with Representative Emmer (zoom)
- Haven Homes Advisory Committee Meeting (zoom)
- Webinar on Governor's Authority
- Police Commission Meeting

**Horner attended the following meetings:**

- Met with BKV architects

**Kaltsas attended the following meetings:**

- Two Meetings with MnDOT and Hennepin County on County Road 90 project

6. Ali Howe- Orono School Board member

Johnson introduced Howe. Howe stated she was newly elected to the Orono School Board and is a 15 year resident of Independence. She has two sons at Orono Schools. Howe said the proposed referendum for new technology replaces the old levy in asking for a new one with updated needs. Howe played a youtube video from Dr. Karen Orcutt that discussed the referendum. Orcutt noted they are focused on maintenance and replacement of core technology infrastructure. They reduced the levy from 5.023 to 4.516 times the net tax capacity of the district. Howe said as a parent she sees how important this technology is and a strong system is needed. Johnson asked if the school makes sure everyone has a device. Howe said K-5 is provided by the district but middle and high schoolers need to have their own. There are stipends and other alternatives if needed. Betts asked how many hours a day they use their device. Howe said it varies but with distance learning the time used has changed dramatically. Howe said teachers are very cognizant about screen time. Johnson asked if the 4.516 was based valuation. Kaltsas said that rate would stay flat for ten years. Grotting thanked Howe for her time and presentation. He noted it was an intangible levy which makes it harder.

7. Cares Act Funding for Local Businesses.

- a. Review draft program criteria and provide direction to staff.

Kaltsas said the City has determined that the encouragement and the financial support of economic development and redevelopment in the City is in the best interests of the health, safety, success and common welfare of the citizens of Independence. The 2020 COVID-19 Pandemic has presented significant challenges and economic impacts to many residents and businesses.

In March 2020, the World Health Organization declared the worldwide outbreak of COVID-19 coronavirus to be a pandemic (the "Pandemic" or "COVID-19" or "virus"). The Governor of Minnesota has issued a series of executive orders to help limit the spread of COVID-19. (the "Executive Orders"). The U.S. Center for Disease Control and Prevention (the "CDC") has issued a series of directives to limit personal interaction to slow the

spread of COVID-19. These actions have had significant adverse effects on local businesses, including closure, significant reduction in revenues, and loss of employees. The continuation of these events will have short- term and long-term effects on the well-being of the community.

After evaluating alternative means of assistance to help local businesses adapt common practices to protect the health of customers and employees and thereby establishing the means for successful operation, the City has determined that this assistance conforms with federal law,

Department of Treasury guidance, and state law governing business subsidies and advances the general health, safety and welfare of the community as a whole. Qualifying City of Independence businesses eligible to receive a grant in the following amounts:

- Reimbursement for Protection Related Equipment, Updates, Training: ***\$1,000***
- Reimbursement for Technology Related Equipment/Software Updates: ***\$1,000***

The total amount of grant funds available is \$50,000. The grant may only be used for costs directly related to activities needed to adapt the business to operations related to COVID-19. Eligible activities include:

***Protection Related Equipment, Updates, Training***

- Building improvements, equipment and furnishings
- Personal protective equipment
- Sanitizing supplies
- Signage
- Employee training
- Printing
- Advertising
- Supplies needed to restart operations
- Other extraordinary costs directly related to COVID-19 – such as loss in revenue due to mandated closures, etc. ***Technology Related Equipment Updates***

- Development or enhancement of a business website
- Development or enhancement of an online ordering or delivery system utilizing a web or mobile application-based service.
- Development or enhancement of a Point of Sale (POS) system, inventory management system, Human Resource Information System (HRIS), or accounting system, that allow a business to more efficiently and effectively operate and manage their business.

Grant funds may be used to reimburse a business for expenditures made for eligible activities after March 1, 2020 and prior to the receipt of the grant if used for approved costs and can be documented. Grant funds may be used to pay for regular business expense including payroll, rent, or to supplement lost revenue due to closures and or reduced operations to support social distancing.

The grant cannot be used to pay taxes or utilities. The grant application must include a description of the plan for operating under the restrictions of COVID-19, the proposed use of grant funds and the relationship to COVID-19.

Documentation of expenses requested for reimbursement must accompany the application if already incurred. In submitting the application, the business will commit to using the grant funds only for these approved uses. Grant funds awarded shall not be used to pay expenses that have been paid for with other state or federal sources.

The City Council will make the final determination of eligibility and the amount of the requested grant to approve:

### **ELIGIBLE BUSINESSES**

Businesses that meet the following criteria are eligible to submit grant applications:

- The business must be in operation at the current location within the City at the time of application and have been operating since at least January 1, 2020.
- Eligible businesses must be within the city limits of Independence and in a commercial zoned district or allowed by conditional or interim use permit as defined by the City's approved Land Use Map.
- The business must be registered with the Minnesota Secretary of State unless it is a sole proprietorship or partnership that is not required to file with the Secretary of State's Office to do business in Minnesota.
- The business cannot be delinquent on any fees or charges with the City.
- The grant application must be signed by the business owner.

### **INELIGIBLE BUSINESSES**

- Non-profit or religious organizations.
- Corporate or multi-state chains. Franchisees are considered eligible businesses.
- Businesses in default conditions prior to March 1, 2020.
- Businesses that primarily derive income from any of the following: passive investment, real estate transactions, property rentals/property management.

### **APPLICATION**

Applications will be accepting during a three-week period beginning September 4, 2020 and ending September 25, 2020. If applications exceed the funding available, the grant administrator will select loan recipients using a lottery system. Failure to submit required documentation will result in ineligibility for the grant award. Notices of award will be made the week of October 5, 2020.

### **AGREEMENT AND REPORTING**

Upon acceptance of the application and notice of award of grant funds, the business will enter into a grant agreement with the City of Independence prior to the disbursement of funds. Grant recipients must agree to complete and submit all applicable documentation requested by the City.

### **TAX IMPLICATIONS**

The City of Independence makes no claims or can offer any tax advice on how grant funds will be recognized or treated by others. Applicants are encouraged to speak to an accountant, attorney, or other trusted advisor as to these effects.

Johnson asked how much might be available for the City. Kaltsas said there is 280,000 so he has been utilizing these funds for City technology upgrades like touchless keypads and some set aside for Public Safety as well. Kaltsas said about 300k could be captured with payroll expenses. Betts said stables may be eligible. Kaltsas said if this is approved by Council then the City will put the notice out to businesses in community. Johnson noted Orono schools have asked for money as well as the Loretto Fire Department. Spencer asked if the businesses would need to provide us with their preparedness plan. Kaltsas said not necessarily.

**Motion by Grotting, second by Spencer to proceed with the grant program through the Cares Act Funding for Local Businesses for the City of Independence. Ayes: Johnson, Betts, Grotting, McCoy and Spencer. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.**

8. Consider Regular City Council Meeting Date Change for the November 3, 2020 Meeting due to the National Election.

Kaltsas noted Council would need to pick an alternate meeting time due to the General Election on November 3, 2020. It was determined that Monday, November 9, 2020 would be scheduled instead of November 3, 2020.

**Motion by Spencer, second by Betts to approve the new meeting date for City Council moved to November 9, 2020 instead of November 3, 2020 due to the General Election. Ayes: Johnson, Betts, Grotting, McCoy and Spencer. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.**

9. OPEN/MISC.

10. ADJOURN.

**Motion by Betts, second by Spencer to adjourn at 7:44 p.m. Ayes: Johnson, Betts, Grotting, McCoy and Spencer. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.**

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Respectfully Submitted,  
Trish Gronstal/ Recording Secretary



## NON-CITY ASSEMBLY PERMIT APPLICATION

### Fees & Definitions:

200+ Attendees (Large Assembly) = \$100
100+ Attendees (Medium Assembly) = \$25
50+ Attendees (Small Assembly) = \$25

(Double fee for application received less than 10 business days prior to event).

Event Location: 2636 Independence Rd. Maple Plain, MN 55359  
Type of event: Reception Number of people 50 - Date 9-19-2020  
☒ Residential ☐ Corporate ☐ Partnership ☐ Group or Association ☐ Other

Event Holder's Name: Ultimate Events Address: 13405 15th Ave N. Plymouth, MN  
Contact Person: Kris Lindroec-Oelkers Phone: 763-559-8368  
2nd Contact Person: \_\_\_\_\_ Phone: 763-559-6209

Security Plans: N/A  
Date West Hennepin Public Safety was notified of the event: \_\_\_\_\_

Severe Weather Plans (in the event of): N/A we would cancel

Sound Plans - amplification and sound control: Amplified two speakers (2)  
Outdoor Music ☒ Yes ☐ No - Starting Time 4pm AM/PM, Ending  
Time 10pm AM/PM

Food and Concessions Plans: Buffet style with service (served plates)  
Vendor's name, address, and license number (copies of vendor license, insurance and permits must be provided) 23 L Catering  
Vendor Work #: 612-281-5273 Vendor Cell #: 612-281-5273

Serving Alcohol: Yes: X No: \_\_\_\_\_



Selling Alcohol: Yes: \_\_\_\_\_ No: X (If selling alcohol contact the City for a Permit)

Restroom Provisions: How many?

2 Location: Outdoor portable

Lighting - Type: Electric Flood & DJ lighting How many? 6

Location of lights: Around tent & Dock (shore)

\$1,000,000 Certificate of Liability Insurance-provide a copy: \_\_\_\_\_

**Parking Plan:** Please provide a site plan showing 1 parking space for each vehicle per 4 guests. If using adjacent property, written permission from property owners must be obtained.

9-8-2020  
Date

[Signature]  
Signature of applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of applicant

#### Office Use Only

Application Received: \_\_\_\_\_ Application Fee: \_\_\_\_\_ Date Fee Paid: \_\_\_\_\_

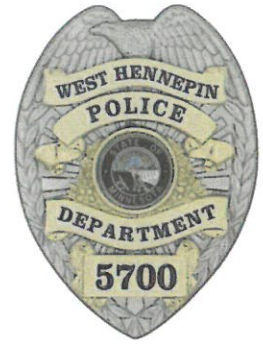
Date \$1,000,000 certificate of liability insurance received: \_\_\_\_\_

\_\_\_\_\_  
Signature of City Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of West Hennepin Public Safety

\_\_\_\_\_  
Date



Date: September 2, 2020

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

From: Director Gary Kroells *G. Kroells*

SUBJECT: August 2020 ACTIVITY REPORT

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

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

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

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

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

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

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

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

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

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

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*West Hennepin Public Safety Department*  
1918 County Road 90 / Maple Plain, Minnesota 55359  
Phone: (763) 479-0500 / Fax: (763) 479-0504

Web Address: <http://www.westhennepin.com> E-mail: [westhennepin@westhennepin.com](mailto:westhennepin@westhennepin.com)

## Monthly Activity Report

### August 2020

Offense	This Month	Same Month Last Year	This Year To Date	Last Year To Date
<b>City Of Independence</b>				
Criminal	8	8	62	62
Traffic	127	151	852	1,158
Part III	4	12	61	78
Part IV	27	28	230	305
Part V	110	162	956	1,085
<b>Total City of Independence</b>	<b>276</b>	<b>361</b>	<b>2,161</b>	<b>2,688</b>
<b>City Of Maple Plain</b>				
Criminal	14	7	56	44
Traffic	52	103	465	529
Part III	5	4	45	40
Part IV	27	18	158	138
Part V	72	147	495	810
<b>Total City Of Maple Plain</b>	<b>170</b>	<b>279</b>	<b>1,219</b>	<b>1,561</b>
<b>Grand Total Both Cities</b>	<b>446</b>	<b>640</b>	<b>3,380</b>	<b>4,249</b>
TZD	3	18	34	163
Agency Assists	21	27	132	167
<b>Total ICR Reports</b>	<b>470</b>	<b>685</b>	<b>3,546</b>	<b>4,579</b>
<b>How Received</b>				
Fax	7	12	73	64
In Person	29	31	142	224
Mail	2	1	7	7
Other	1	2	12	13
Phone	30	49	269	327
Radio	181	184	1,275	1,365
Visual	187	350	1,463	2,274
Email	21	8	174	57
Lobby Walk In	12	48	131	248
<b>Total</b>	<b>470</b>	<b>685</b>	<b>3,546</b>	<b>4,579</b>



**August 2020 Criminal Part I & II**

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

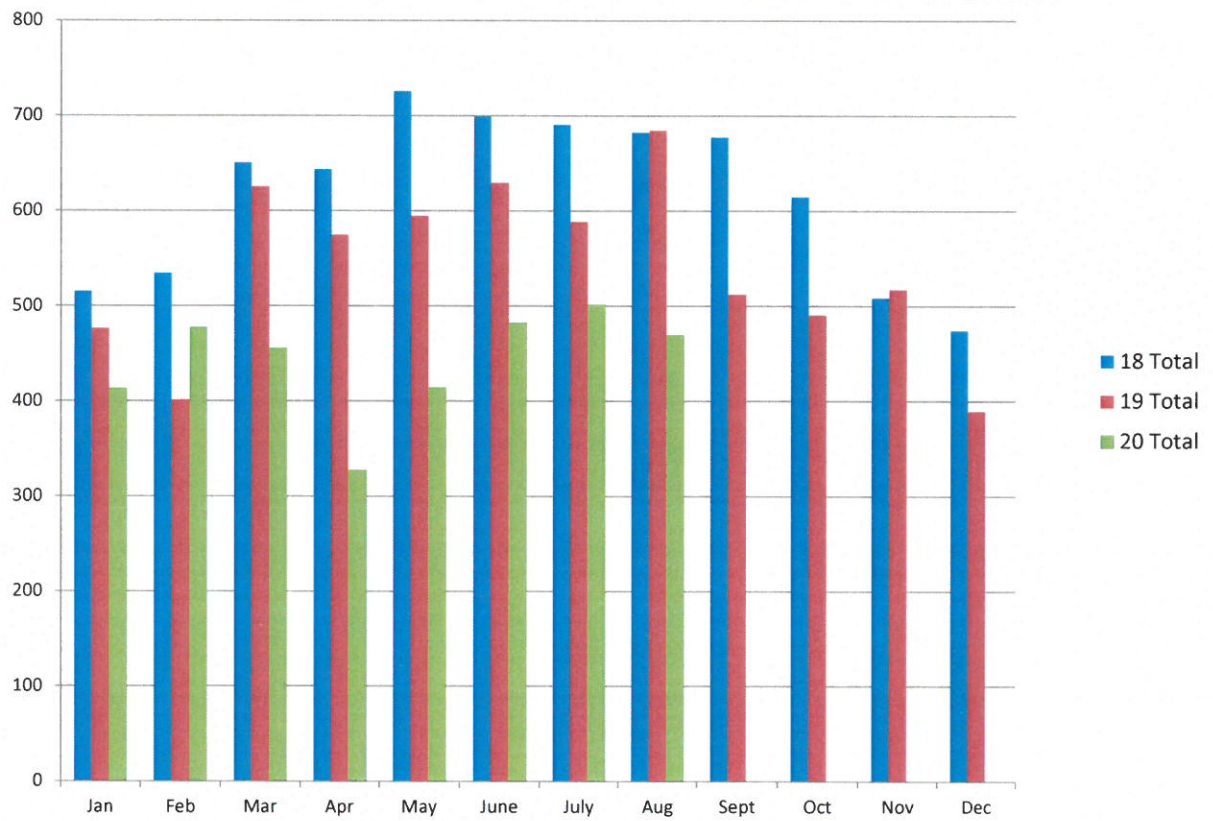
<a href="#">AGN</a>	<a href="#">ICR</a>	<a href="#">Title</a>	<a href="#">Reported Date</a>	<a href="#">Grid</a>	<a href="#">MOC range</a>
WHPS	20003101	4th Degree DWI - Controlled Substance	8/2/2020	3	JG501
WHPS	20003127	3rd Degree DWI	8/5/2020	5	JFW01
WHPS	20003237	Theft from Motor vehicle	8/13/2020	4	TW159
WHPS	20003248	Stolen Trailer	8/14/2020	5	Q100D
WHPS	20003281	5th Degree Possession DWI	8/16/2020	5	DH508
WHPS	20003362	Alcohol Compliance Check-Fail	8/20/2020	5	M4106
WHPS	20003399	Child Abuse	8/22/2020	3	A3E04
WHPS	20003502	4th Degree DWI / Open Bottle	8/28/2020	3	JFW01

**August 2020 Criminal Part I & II**

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

<a href="#">AGN</a>	<a href="#">ICR</a>	<a href="#">Title</a>	<a href="#">Reported Date</a>	<a href="#">Grid</a>	<a href="#">MOC range</a>
WHPS	20003096	Burglary	8/2/2020	1	B0760
WHPS	20003118	Disorderly Conduct	8/4/2020	1	N3030
WHPS	20003138	3rd Degree DWI Refusal	8/5/2020	2	JF501
WHPS	20003168	Disorderly Conduct	8/6/2020	1	N3070
WHPS	20003269	3rd Degree DWI / Open Bottle	8/15/2020	1	JFW01
WHPS	20003289	Trailer Theft	8/17/2020	1	VA02A
WHPS	20003343	Damage to Property	8/20/2020	2	P3129
WHPS	20003345	Damage to Property	8/20/2020	2	P3119
WHPS	20003346	Damage to Property	8/20/2020	2	P2119
WHPS	20003365	Alcohol Compliance Check-Fail	8/20/2020	2	M4106
WHPS	20003368	Alcohol Compliance Check-Fail	8/20/2020	1	M4106
WHPS	20003370	Alcohol Compliance Check-Fail	8/20/2020	1	M4106
WHPS	20003403	Theft	8/23/2020	1	TH029
WHPS	20003425	Disorderly Conduct	8/24/2020	1	N3030

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



# DIRECTOR'S NEWS & NOTES

## WEST HENNEPIN PUBLIC SAFETY August 2020 Activity Report

### Year to Date Activity Report

At the end of August 31, 2020 West Hennepin Public Safety (WHPS) handled year-to-date a total 3,546 incident complaints. For the month of August, 276 incidents were in the city of Independence and 170 in the city of Maple Plain.

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

### Recent Highlighted Cases:

#### Accident

Aug 1 3000 block Nelson Rd, Independence. Responded to a skid loader attachment had landed on a male. Male had reached over the skid attachment to release the forks instead of walking around. The forks landed on his left hip and leg. His left leg appeared to have a fracture above the knee. North Memorial EMS arrived and took over patient care and transported him to the hospital.

#### Loud Music

Aug 1 10:36 p.m. Turner Rd /CR 92 Independence. Dispatched to a loud music complaint. Officer located a wedding reception with a live band in the 7600 block Turner Rd. The homeowners were advised of the complaint, who stated the band was done at midnight and agreed to turn the music down. Caller was advised of Officer findings. Caller thanked the Officer for understanding and coming to an agreement.

#### Burglary

Aug 2 5300 block Pioneer Creek Dr., Maple Plain. Reported a storage unit wall was cut to enter another storage unit. The opening was small. Officer examined the sheet metal edges for possible evidence for any blood or fabric left on the sharp edges. The suspect(s) went through numerous boxes and the renter was going to document any missing items and report them to WHPS.

#### Disturbance

Aug 2 Lake Sarah Access, Independence. Routine patrol, Officer observed two females and a male trying to get an intoxicated male to sit down in the boat they were pulling out of the lake. The male sat down, and they were able to secure the boat. The male refused to get out, Officer eventually convinced him to exit the boat, get into the truck and the friends took him home.

#### Citizen Aid

Aug 2 9:57 p.m. 400 block Game Farm Rd, Independence. Resident reported a middle-aged male on a bicycle knocked on his door requesting help. Officer contact with the male who stated he has a TBI, no cell phone, lost track of time and did not want to ride his bike home in the dark for safety reasons. Officer gave the male a ride to his home in Plymouth.



### Illegal Dumping

Aug 3 6900 block Quaas Cutoff Rd, Independence. Reported someone dumped a lot of wood, shelves, lumber, and other stuff on the roadway. Independence Public Works was notified to pick up items.

### Welfare Check

Aug 3 5200 block Bryantwood Drive Maple Plain. Requested a welfare check on an employee who had not shown up to work for several days, calls were not answered, nor response to knocking on his apartment door. Officer knocked, announced police and no response. Management opened the door and found the was male asleep in his room. The male stated he had surgery, was not able to sleep and acknowledged he should have called his boss. All Ok.

### Wire Down

Aug 3 5300 block Hwy12, Maple Plan. A semi-truck w/b Hwy 12 /Halgren road, caught low overhead wires, pulling them down. The semi was of legal height, on a permitted road and there was not a violation. Xcel Energy responded for the repairs.

### Personal Injury Crash

Aug 4 2:22 p.m. Main St E & Howard, Maple Plain. Veh2 n/b on Howard Ave had stopped at the stop sign. Her vehicle was struck when she pulled out in front of an e/b Veh1 on Main Street which had the right of way. Veh2 driver thought it was a 4 way stop. Driver of Veh1 had minor injuries and North Memorial EMS assisted with care. Veh1 driver refused transportation by ambulance. Veh2 driver was cited for Fail to Yield Right of Way.

### Disorderly Conduct

Aug 4 5:30 p.m. Hwy 12/ Boundary, Maple Plain. Multiple 911 calls received of an erratic male intentionally jumping in front of traffic, yelling obscenities, and trying to punch vehicles. Matthew Glenn Grimes, 35 stated he was walking to Minneapolis. Grimes submitted a PBT which resulted in .204%. Grimes was arrested and charged with Disorderly Conduct.

### Crash

Aug 4 700 block Copeland Rd, Independence. Caller reported her vehicle sustained damage while parked in the parking lot. No suspect vehicle was found.

### 3<sup>rd</sup> Degree DWI

Aug 5 12:05 a.m. 4500 Blk County Road 92, Independence. Vehicle was stopped for 83/55 mph. Officer contact with driver Matthew Frank Spelker Johnston, 31, of Rockford, an odor of alcohol was emanating from inside the vehicle. Spelker Johnston submitted a breath test which resulted in .08 breath alcohol concentration. Spelker Johnston was arrested for 3<sup>rd</sup> Degree DWI and released.

### 3<sup>rd</sup> Degree DWI - Refusal

Aug 5 4:26 p.m. Hwy 12/ Pioneer Creek Ave. Maple Plain. 911 received numerous traffic complaints of a vehicle e/b on Hwy 12 from Delano. Contact with driver Jerry Lee Smith, 70, Minnetonka, a very strong odor of an alcoholic beverage was detected coming from him. Smith refused the breath test. Smith was arrested and transported to Henn Co Jail for 3<sup>rd</sup> Degree DWI Refusal and his vehicle is pending forfeiture.

#### Welfare Check

Aug 6 2:03 a.m. 2500 block CR 90, Independence. Pioneer Creek Community Park. Officer located four juveniles on the playground, stated they were just hanging out and swinging. No criminal activity was found. The juveniles were between the ages of 15-17 years old; 2 from city of Independence, 1- Orono and 1-Long Lake. All juveniles were cited for Violation of Park Hours and their parents were contacted and advised of Officer findings.

#### Animal Complaint

Aug 6 6300 block Woodhill Lane, Independence. Caller reported she was walking her dog and a dog ran up to her dog, knocking her dog over. Caller yelled at the dog and the dog walked back to the property. Officer contact with the dog owner who felt horrible, the kids were pulling the dog around and let go of the leash by accident. Dog owner had exited the house to speak with the female, but she had already walked away. Officer notified caller of his findings.

#### Domestic

Aug 6 7:35 p.m. 1800 block Newport St, Maple Plain. Dispatched for a male and female arguing in the parking lot. The male stated they had broken up, he came home, and they started arguing. Nothing physical had happened. The male wanted to go to sleep and the female arranged for a ride and another place to stay.

#### Disorderly Conduct

Aug 6 11:40 p.m. 1800 block Newport St, Maple Plain. Male was sleeping, heard a loud bang and found the door frame around the deadbolt had been broken. Ex-girlfriend Jenna Irene Och, 25 had returned, wanted to stay and her ex-boyfriend refused to let her. Officer took Och in custody. Och was arrested, transported to Henn Co Jail, and charged with Disorderly Conduct.

#### Intoxication

Aug 8 2:26 a.m. 1700 block Budd Ave., Maple Plain. Caller reported her boyfriend was drunk, had left the apartment, asked if the police would find him and bring him home. Officer located the boyfriend in Veterans Memorial Park, lying on a walkway with an open pocketknife next to him and self-inflicted cuts to his left forearm. Boyfriends speech was slurred, and he refused to be PBT. The knife was taken in custody for safekeeping. North Memorial EMS arrived, took over treatment and transported him to the hospital.

#### Loud Music

Aug 8 7:32 p.m. 2600 CR 90, Independence. Officer responded to the loud bass music complaint coming from a residence across the road. Officer advised the homeowner of the complaint who said they would turn down the music.

#### Harassment

Aug 9 3300 block Lake Sarah Rd, Independence. Caller reported receiving numerous unwanted harassing, derogatory facetime calls from numerous numbers. Officer advised steps to take to block the calls or work with her cell carrier to initiate a spam filter.



#### Welfare Check

Aug 10 11:22 a.m. 6800 block Hwy 12, Independence. Received numerous calls of a male walking on Hwy 12 that needed help. Officer contact with the 33-year-old male from WI who had emotional and cognitive disabilities. The male's parents responded from Wisconsin to pick their son up.

#### Crash

Aug 12 Hwy 12/ CR 90, Independence. Veh2 was stopped n/b on CR 90 / Hwy 12, entered the intersection and struck Veh1, a semi-truck e/b on Hwy 12. Veh2 driver did not see Veh1. Veh2 was towed. Veh1 was driven from the scene. No injuries.

#### Theft from Motor Vehicle

Aug 13 4500 block Shady Beach Circle, Independence. Resident reported his wallet was stolen out of the center console of his vehicle. Suspect was located on a search warrant in Minneapolis and the suspect was in possession of stolen credit cards. Charges filed.

#### Stolen Trailer Recovered

Aug 14 11:37 a.m. 1400 block Nelson Rd, Independence. Caller reported a van and trailer were left on her property. Officer found the trailer was stolen from a church in Fridley. The church surveillance video showed a male hooking up the church trailer to a van and driving off. The male was identified as Martin Dennis Jackson, 50 from Delano. Jackson was located at 11:18 p.m. Jackson was arrested and transported to Hennepin Co Jail for Theft and Receiving Stolen Property

#### DWI

Aug 15 8:28 p.m. Baker Park Rd/ Independence St Maple Plain. Vehicle was speeding 58/45 and constantly hitting vehicle brakes. Officer contact with driver Drew Daniel Obermaier 33 from Mound provided a breath sample which resulted in .12 breath alcohol concentration. Obermaier was arrested and charged with 3rd Degree DWI. The passenger, Daniel Suerth, from Minnetonka was intoxicated, submitted PBT .11. Suerth was cited for Open Bottle, Possession of over 1.4 grams MJ in Motor Vehicle and Possession of Drug Paraphernalia. Both were released to a responsible party.

#### 5th Degree Possession DWI

Aug 16 1:18 a.m. CR 92N / CR 11, Independence. BMW was observed at high rate of speed, did not stop at the CR 11 stop sign. Officer contact with driver, Ernesto Alonzo Zavala 29, of Wilmar, an odor of alcohol and marijuana was coming from his vehicle. Ernesto was arrested, transported to Hennepin Co Jail for 3rd Degree DWI, 5th Degree Possession of Marijuana, Driving after Revocation.

#### Vandalism

Aug 16 3300 block Lake Haughey Rd, Independence. Property owner reported someone ripped a power supply cord out of a bird guard speaker. Case under investigation.

#### Trailer & Mower Theft

Aug 17 5200 block Independence Street, Independence. Business owner of Superior Outdoor Services reported an enclosed trailer was stolen along with 2 Exmark riding lawn mowers and 1 Exmark push mower that were inside. Thefts were entered in NCIC and case under investigation.

#### Road Obstruction

Aug 18 5900 block Main Street W, Maple Plain. Large pile of rock and construction material were piled up on the side of the road for construction of a new driveway. Officer spoke with the foreman who understood the concerns and removed the material.

#### Hit and Run

Aug 18 Boundary Ave & Oak Maple Plain. Owner had parked his vehicle at 10 a.m., returned at 4:15 p.m., found someone had struck his vehicle and red paint transfer was left on the vehicle. Case under investigation

#### Vandalism

Aug 20 Budd Ave / Bryant Street, Maple Plain. Vandalism to a stop sign and speed sign sprayed over with red paint of letters "BLM". Further check of the area found red spray paint on a building with "BLM" in the 1500 block of Budd Ave. A can of red spray and tan spray were found in the grass area in front of the building. The cans were collected and processed for prints. Later found a Burlington Northern Santé' Fe no trespassing sign was sprayed with red paint. Under investigation.

#### Theft

Aug 23 5300 block of Pioneer Creek Dr, Maple Plain. Reported a storage unit was broken into and property was stolen. A 2018 Yamaha Kodiak 700 ATV with a yellow plow, ice fishing gear, 3000-watt Honda generator, 2300-watt Honda generator, Alpine ski, and snowboard equipment, and a LaMere carbon racing bicycle. ATV was entered in NCIC. Case under investigation

#### Welfare Check

Aug 24 3:19 p.m. 5100 block Main Street, Maple Plain. Caller reported an intoxicated male had fallen. Officer located the male sitting on the pavement, who admitted he was intoxicated and unable to walk on his own to his house 3 houses away. A neighbor responded and felt comfortable walking him home and staying with him.

#### Welfare Check

Aug 24 9:50 p.m. Budd Ave. / Manchester Dr. Maple Plain. Reported an intoxicated male was walking on the roadway shouting and flailing about. Officer located the male, attempted to get the male to go home and he refused. The male submitted a PBT .259. Detox facilities were full and not available. The male was released to a female friend.

#### 911 Call

Aug 25 3:07 a.m. 2900 block Copeland Rd, Independence. Officer responded to 911 hang-up. Contact with a female who said she apparently been sleepwalking, having a bad dream, and unknowingly called 911. No emergency was found.

#### Lock Out

Aug 25 6:10 p.m. 3200 block Copeland Rd, Independence. Driver stated he was standing in his driveway, his dog got out of his car and hit the lock button, locking the door. His car keys and two small kids were inside. Officer unlocked the door, everyone was OK.

#### Traffic Complaint

Aug 27 Hwy 12/ CR 92N Independence. Received a traffic complaint of a truck pulling two hay trailers with a flat tire. Officer located the driver who knew he blew a tire, there was no safe place to pull over on Hwy 12. He continued and made it home.

#### Safety Check

Aug 28 Oak St/ Hwy 12, Maple Plain. Reported an elderly woman unsteady on her feet was trying to cross Hwy 12. The woman was located, said she is walking because her car recently broke down and there is not a good place to cross Hwy 12. All was ok.

## DWI

Aug 28 8:39 p.m. 800 block CR 92N, Independence. Vehicle stopped for speeding. Nicholas Bradford Beck Morrison, 27 from Ramsey provided a breath sample which resulted in .09 Breath Alcohol Concentration. Morrison was arrested for 4<sup>th</sup> Degree DWI and released to a responsible person.

## Disturbance

Aug 29 11:40 a.m. 5100 block Hwy 12, Maple Plain. Bicyclist did not have a mask and was refused entrance to the restaurant to use the restroom. The owner brought ice water outside to the two bicyclists. One of the bicyclists was urinating on his building, got on his touring bike, and left. The other bicyclist called for his biking partner to come back and he refused to come back. Officer found numerous bikers but not the offending bicyclist amongst them.

## Disturbance

Aug 29 4:44 p.m. 1800 block Budd Ave. Maple Plain. Responded to a report of an alarm sounding near the Maple Plain Community Church. A retail security tag alarm was found in the parking lot. Local businesses were checked, and none reported using such an alarm. The alarm was disabled and thrown away.

## Broken Bones

Aug 30 3000 block Lake Sarah Rd, Independence. Horse-rider fell off her horse and was in extreme pain from below her knee to her ankle. Delano Fire Rescue assisted with splinting the ankle. Ridgeview Ambulance transported her the hospital.

## Misc. Assist

Aug 31 3:16 p.m. 7900 block Hwy 12, Independence. Officer observed a juvenile walking west on the shoulder of Hwy 12 carrying a skateboard. 15-year-old male juvenile from MP was walking to Coborn's to get medication for his grandma. Officer provided the juvenile a ride to Coborn's. Juvenile stated he can get a friend to give him a ride back home.

## Burning Violation

Aug 31 7800 block CR 6, Independence. Observed heavy smoke coming from a burn barrel in a back yard and no one was nearby. Contact was made with the homeowner who advised he continues to check on the burn. Homeowner was verbally warned for burning prohibited materials and leaving the burn unattended.

186 contacts of citations, verbal and written warnings were issued for traffic and equipment violations  
2 citations for 'hands-free'

# City of Independence

## 2021 Preliminary Budget and Levy Discussion

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*To:* City Council  
*From:* Mark Kaltsas, City Administrator  
*Meeting Date:* September 15, 2020

### **Discussion:**

Staff and Council have had several meetings to discuss and revise the preliminary budget and corresponding tax levy for 2021. Council is being asked to consider and provide direction relating to the preliminary budget goals. For the past three years, Council has directed staff to prepare a budget using a flat tax rate of ~40% with no increase in rate. Abdo, Eick & Meyers and staff have prepared a draft preliminary budget which reflects an overall increase of 9.48% or \$292,697.00. A large percentage of the total increase (\$135,000) is a transfer out into the general fund. The draft budget and associated budget memo provide additional information relating to the budget.

Several highlights of the draft preliminary budget are as follows

- The budget includes initial public safety increases prepared by all public safety entities. The City has received estimated budgets from all three Fire Departments. West Hennepin Public Safety has received approval from the Police Commission on their preliminary budget. The preliminary proposed 2020 public safety and fire contract amounts are as follows:

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Maple Plain Fire:	<b>\$250,684.00</b>	\$250,684.00	\$250,684.00	\$215,401.00
Delano Fire:	<b>\$64,806.41</b>	\$63,250.34	\$65,279.62	\$66,072.73
Loretto Fire:	<b>\$93,605.48</b>	\$94,564.12	\$89,000.96	\$75,138.85
WHPS:	<b>\$1,182,630.00</b>	\$1,148,183.00	\$1,121,681.00	\$1,118,860.00

- The City has PW capital equipment cash balance of approximately \$27,218. Several minor adjustments have been made to the capital plan to keep the cash flow in the positive. Staff has changed the purchase of a new single axel truck to a tandem axel and pushed back the purchase until 2026 from 2025. The City's capital equipment plan projects how the City will be able to fund capital equipment purchases moving forward using a flat budget number of \$60,000 per year (see capital equipment plan). For 2021, the City anticipates purchasing a new 1-ton pickup truck as shown in the capital plan.

- Once again, the capital improvement plan for City Hall shows no significant expenditures as a result of the current improvement projects.
- The budget reflects a 2% cost of living increase and no increase to benefit amounts per employee. It should be noted that health insurance costs are estimated to be increasing by 8%.
- The City has a capital road improvement plan that includes seal coating and gravel road tiling. In order to fund the plan, the City needs to budget approximately \$100,000 to \$125,000 per year. The budget reflects a increased place holder for 2021 of \$100,000 (\$50,000 in seal coating and \$50,000 in tiling). Note that the City has determined that in practice, it would focus all funds in both line items towards either seal coating or tiling in alternating years to achieve an economy of scale.

The City Council will have the opportunity to further refine the budget prior to the requisite December 2020 adoption. At this time, the City is considering the adoption of the preliminary budget and tax levy which establishes the maximum tax levy for taxes payable in 2021. The preliminary levy is required to be set prior to September 30, 2020. The City can adopt a final levy that is less than the preliminary but cannot increase the final levy set in December from the adopted preliminary levy.

***Council Direction:***

The City Council is being asked to consider approval of **RESOLUTION 20-0915-01** and **RESOLUTION 20-0915-02** approving the preliminary levies and budget for 2021.

***Attachments:*** RESOLUTION 20-0915-01  
 RESOLUTION 20-0915-02  
 Abdo, Eick & Meyers Memorandum with Preliminary Budget and Levies



## RESOLUTION NO. 20-0915-01

### RESOLUTION APPROVING 2021 PRELIMINARY PROPERTY TAX LEVY AND SETTING PUBLIC HEARING DATE FOR THE 2021 TRUTH IN TAXATION MEETING

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

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

**BE IT RESOLVED** that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2021 upon the table property in said City of Independence for the following purposes:

<b>General Fund</b>	\$	3,070,168
<b>Debt Service</b>		
2010 GO Improvement Bond, Lindgren Lane	\$	12,272
2015 GO Tax Abatement Bonds	\$	175,363
2020A GO Bonds	\$	<u>122,895</u>
<b>Total Operating Levies</b>	<b>\$</b>	<b><u>3,380,698</u></b>

**BE IT FURTHER RESOLVED** that the Truth in Taxation meeting will be held on December 1<sup>st</sup>, 2020 at 6:00 PM; and

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

This resolution was adopted by the City Council of the City of Independence on this 15<sup>th</sup> day of September 2020, by a vote of \_\_\_ayes and \_\_\_nays.

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

ATTEST:

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



**RESOLUTION NO. 20-0915-02**

**RESOLUTION APPROVING THE PRELIMINARY PIONEER SARAH  
CREEK WATERSHED MANAGEMENT COMMISSION  
TAX LEVY FOR THE 2021 BUDGET**

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

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

**BE IT RESOLVED** that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2021 upon the table property in said City of Independence for the following purposes:

<b>Pioneer/Sarah Watershed Commission</b>	<b>\$ <u>64,510</u></b>
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**BE IT FURTHER RESOLVED** that the City Administrator is hereby authorized and directed to transmit this information to the County Auditor of Hennepin County, Minnesota and the Minnesota Department of Revenue, if applicable, in the format requested as required by law.

This resolution was adopted by the City Council of the City of Independence on this 15<sup>th</sup> day of September 2020, by a vote of \_\_\_\_ ayes and \_\_\_\_ nays.

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

ATTEST:

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

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## BUDGET MEMO

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**TO:** CITY ADMINISTRATOR  
**FROM:** AEM FINANCIAL SOLUTIONS, LLC  
**SUBJECT:** 2021 BUDGET POINTS MEMO  
**DATE:** 9/9/2020

### Introduction

Upon your request, we have summarized the estimated 2021 tax capacity and market value information.

### Budget Format

The 2021 Budget included the Council approved priorities for each department. These will continue to be reviewed and updated as needed.

### Key Items in this Year's Budget

- The tax levy was increased to build general fund reserve working capital. This increase results in an estimated tax rate at 39.78 percent.
- This budget also continues to fully fund capital needs. Additionally, the amount allocated to Road Tiling and Sealcoating was increased to \$50,000 each.
- LMCIT Insurance was budgeted with 6% increase over prior year and Workers Comp Insurance at 8% increase for 2021.
- Street capital transfers were budgeted at \$60,000 for 2021, consistent to the Capital Improvement Plan.
- Transfer out from General Fund for fund balance budgeted at \$135,000.
- Fire and Police protection are increased 3% from the 2020 budget.
- Other departments are at 3% or under and will be reviewed prior to the approval of the preliminary levy.



## Taxation Notification Summary Chart for Taxes Payable 2021

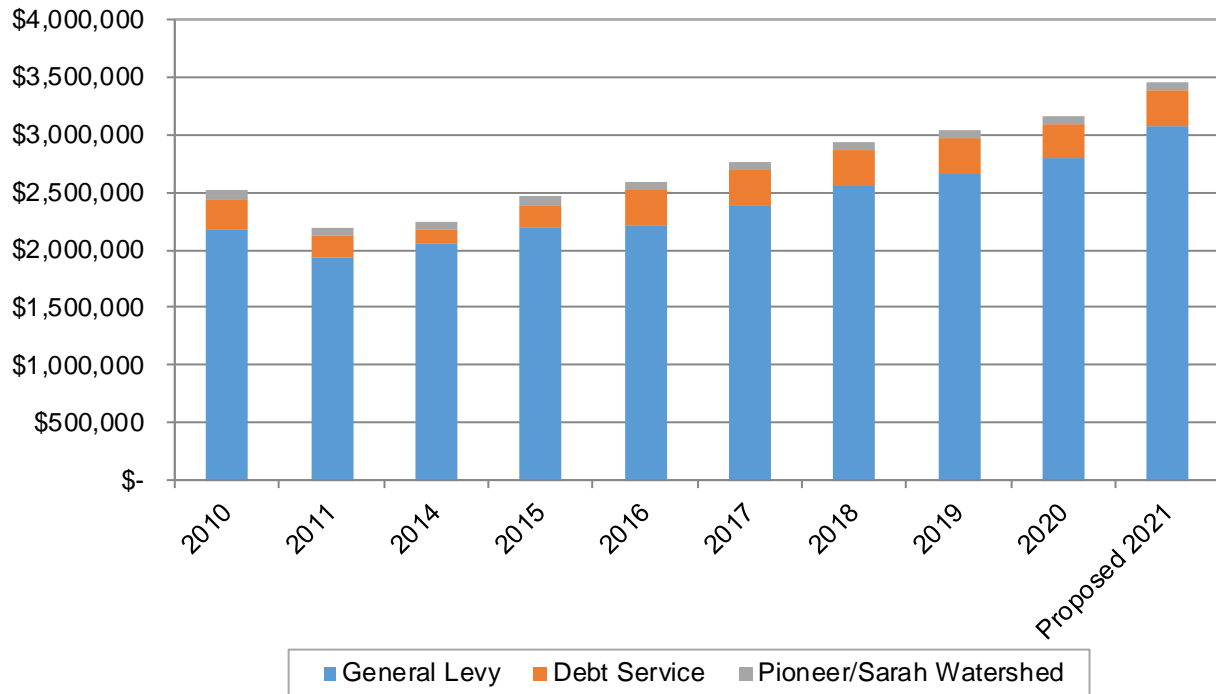
Due Date	EDA and City Levy Process
9/30/2020	The EDA must pass a resolution authorizing the proposed 2021 EDA levy
9/30/2020	The City must pass a resolution and file with the County the exact amount of the proposed 2021 EDA levy. The due date of the City property tax levy is September 30, 2020.
9/30/2020	At one meeting, the City Council adopts the proposed property tax levy and announces the time and place of a future City Council meeting at which the budget and levy will be discussed and public input allowed, prior to final budget and levy determination. This public input meeting must occur after November 24, 2020 and must start at or after 6:00 PM. The time and place of the public input meeting must be included in the minutes but newspaper publication of the minutes is not required. This information must be filed with the County Auditor.
11/25/20 - 12/28/20	EDA must pass a resolution approving the 2021 EDA levy
11/25/20 - 12/28/20	City must pass a resolution approving the 2021 EDA levy
11/25/20 - 12/28/20	City Council must hold a meeting to discuss the budget and property tax levy and, before a final determination, all public input.
12/28/20	City must file the certificate of compliance (form TNT - 2021) with the Department of Revenue by December 28, 2020.

### Tax Levy Summary

Overall, the tax levy includes levies for general operations, city infrastructure and debt services. The initial levy for the 2020 bond issue is reflected in the total. The levy included an overall 9.48 percent increase from 2020. The 2020 budgeted and 2021 tax levies are listed below.

	2020 Budget	Proposed Budget	Increase (Decrease)	% Change
General	\$ 2,796,381	3,070,168	\$ 273,787	9.79%
Debt Service				
2006 GO Improvement Bonds	109,200	-	(109,200)	-100.00%
2010 GO Improvement Bonds	15,957	12,272	(3,685)	-23.09%
2015 GO Tax Abatement Bonds	166,463	175,363	8,900	5.35%
2020A GO Bonds	-	122,895	122,895	
Total City Operating Levy	\$ 3,088,001	\$ 3,380,698	\$ 292,697	9.48%
Pioneer/Sarah Watershed Taxing District	\$ 66,330	\$ 64,510	\$ (1,820)	-2.74%

## Levy Summary 2010 to 2021 Projected



### Summary of the City's Tax Capacity

The estimated tax capacity increased 8.88% for 2021.

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

	2017 Pay 2018	2018 Pay 2019	2019 Pay 2020	2020 Pay 2021	% Change	% Change (County-wide)
Commercial	\$ 148,233	\$ 132,398	\$ 132,398	\$ 173,522	31.06%	6.10%
Industrial	232,138	181,280	185,485	297,048	60.15%	16.00%
Apartment	-	-	-	-	0.00%	13.58%
Residential	5,877,038	6,165,584	6,288,886	6,679,318	6.21%	11.73%
Farm	804,874	831,410	900,121	1,023,518	13.71%	0.87%
Other	-	-	-	-	0.00%	-4.52%
<b>Total</b>	<b>\$ 7,062,283</b>	<b>\$ 7,310,672</b>	<b>\$ 7,506,890</b>	<b>\$ 8,173,406</b>	<b>8.88%</b>	<b>9.57%</b>

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

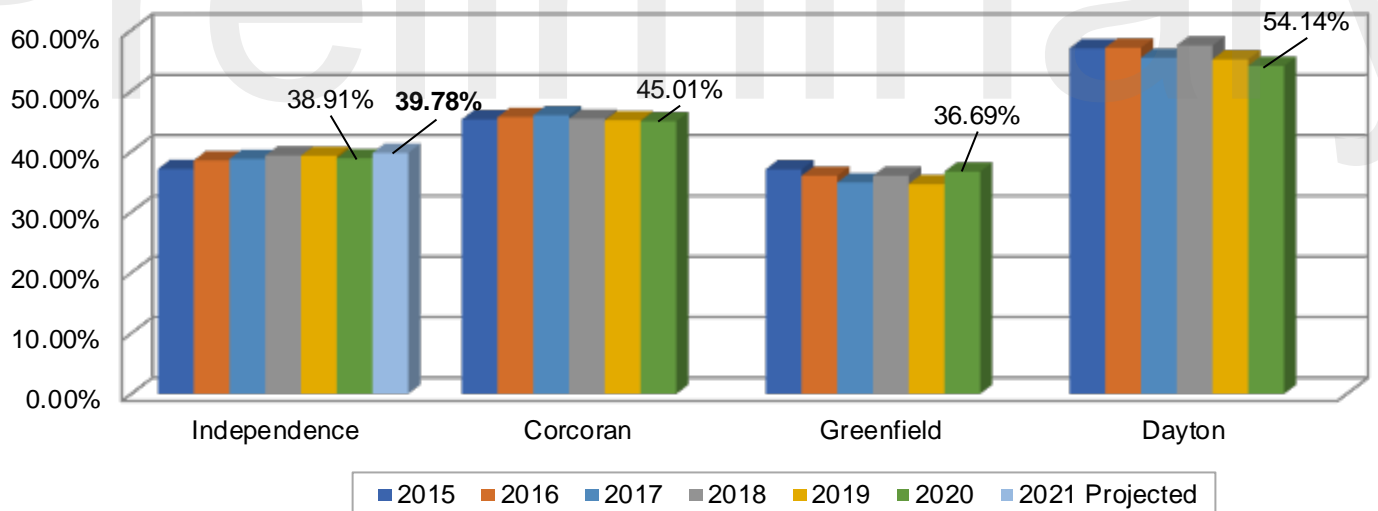
## Tax Capacity by Property Type - Estimated 2020 Pay 2021

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

	Independence	Corcoran	Greenfield	Dayton
Commercial	\$ 173,522	\$ 448,975	\$ 202,430	\$ 478,257
Industrial	297,048	482,130	438,129	1,690,201
Apartment	-	-	-	55,253
Residential	6,679,318	8,932,567	4,451,004	8,106,755
Farm	1,023,518	1,084,371	479,414	626,819
Other	-	74,780	-	138,750
Total	\$ 8,173,406	\$ 11,022,823	\$ 5,570,977	\$ 11,096,035

## Tax Capacity Rates

	Independence	Corcoran	Greenfield	Dayton
2015	37.13%	45.31%	37.06%	57.03%
2016	38.54%	45.69%	35.99%	57.15%
2017	38.78%	45.99%	34.88%	55.47%
2018	39.34%	45.41%	36.00%	57.49%
2019	39.31%	45.16%	34.63%	55.21%
2020	38.91%	45.01%	36.69%	54.14%
2021 Projected	39.78%			



## Staffing

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

Summary of FTES by Department	2018	2019	2020	2021
City Council	5.00	5.00	5.00	5.00
Adminstration	1.45	1.45	1.45	1.47
Streets	2.20	2.20	2.20	2.26
Building Inspection	0.86	0.86	0.86	0.88
Subtotal General Fund	9.51	9.50	9.49	9.60
Sewer	1.05	1.05	1.05	1.13
Total	10.56	10.55	10.54	10.73

Preliminary

## General Fund Summary

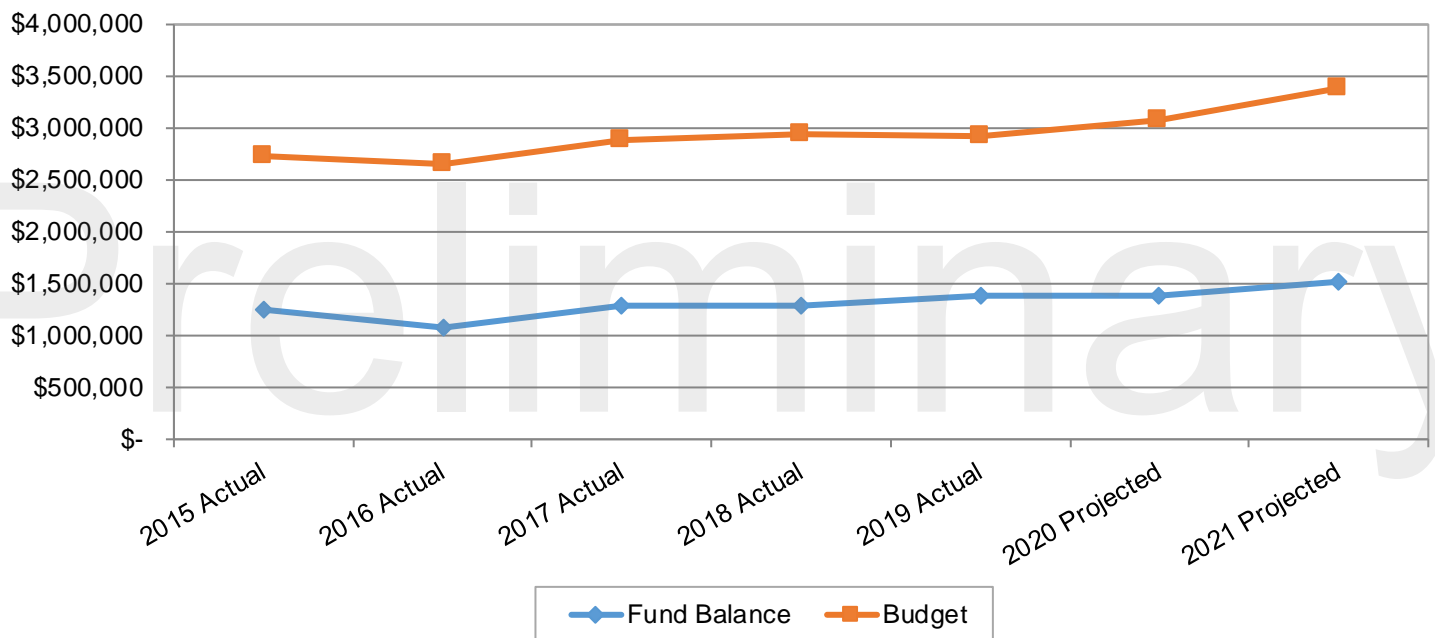
### 2021 General Fund Summary Budget

	Actual 2019	Budget 2020	Budget 2021	Increase/ (Decrease)	Percent Change
<b>Revenues</b>					
Taxes	\$ 2,612,827	\$ 2,796,381	\$ 3,070,168	\$ 273,787	9.79%
Licenses and permits	240,990	169,458	190,070	20,612	12.16%
Intergovernmental	44,345	16,000	16,000	-	0.00%
Charges for services	36,220	41,150	41,150	-	0.00%
Fines and forfeitures	45,292	47,740	47,740	-	0.00%
Interest on investments	8,444	5,000	5,000	-	0.00%
Miscellaneous	71,827	6,000	6,000	-	0.00%
<b>Total Revenues</b>	<b>\$ 3,059,945</b>	<b>\$ 3,081,729</b>	<b>\$ 3,376,128</b>	<b>\$ 294,399</b>	<b>9.55%</b>
	Actual 2019	Budget 2020	Budget 2021	Increase/ (Decrease)	Percent Change
<b>Expenditures</b>					
Mayor and City Council	\$ 19,020	\$ 23,235	\$ 23,610	\$ 375	1.61%
Financial administration	427,574	450,448	467,961	17,513	3.89%
Election	3,052	6,050	5,300	(750)	-12.40%
Planning and zoning	35,713	31,110	34,930	3,820	12.28%
Water resource	305	8,520	-	(8,520)	-100.00%
General government buildings	35,427	48,593	44,170	(4,423)	-9.10%
Legal services	34,112	42,548	43,830	1,282	3.01%
Police	1,121,681	1,148,183	1,182,630	34,447	3.00%
Fire	390,343	404,513	409,096	4,583	1.13%
Building inspection	114,282	118,101	120,127	2,026	1.72%
Streets	583,926	610,134	681,474	71,340	11.69%
Street lighting	5,194	3,002	3,090	88	2.93%
Recycling	51,100	51,500	53,050	1,550	3.01%
Parks	13,440	20,792	21,430	638	3.07%
Capital outlay - General government	15,234	40,000	40,000	-	0.00%
Capital outlay - public safety	-	-	430	430	0.00%
Capital outlay - public works	300	-	50,000	50,000	0.00%
Transfer out	68,623	75,000	195,000	120,000	160.00%
<b>Total Expenditures</b>	<b>2,919,325</b>	<b>3,081,729</b>	<b>3,376,128</b>	<b>294,399</b>	<b>9.55%</b>
<b>Net Change</b>	<b>\$ 140,620</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ 0</b>	

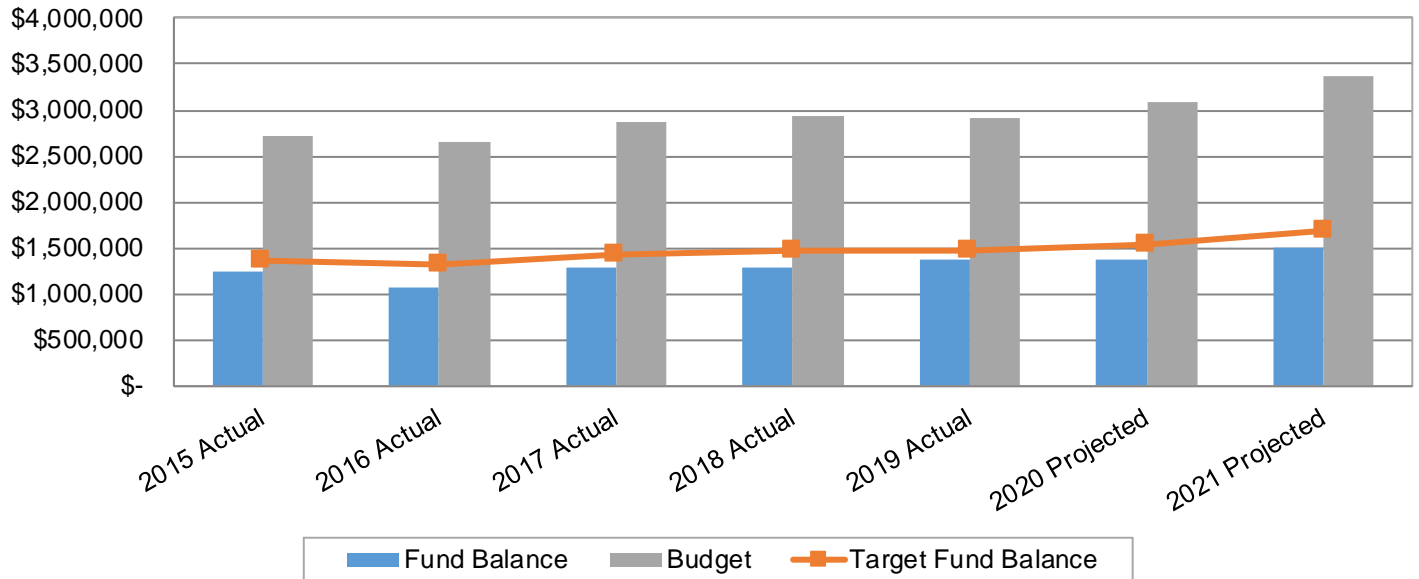
## General Fund Balance

The City has built a healthy fund balance which can contribute to a positive bond rating and mitigates the potential for needing short term borrowing. It will be important to continue to maintain reserve levels at 40 to 50 percent. A summary of the general fund balance history and 2020 budget is as follows. It should be noted that the future projections assume a 3% increase in expenses and a breakeven budget which results in the City eroding reserves levels when viewed as a present of expenditures.

Year	Fund Balance December 31	General Fund Budget	Percent of Fund Balance to Budget
2015 Actual	\$ 1,240,733	\$ 2,725,126	45.5%
2016 Actual	1,068,422	2,655,366	40.2%
2017 Actual	1,294,566	2,873,565	45.1%
2018 Actual	1,279,825	2,934,508	43.6%
2019 Actual	1,378,021	2,919,325	47.2%
2020 Projected	1,378,021	3,081,729	44.7%
2021 Projected	1,513,021	3,376,128	44.8%



## General Fund Balance as a Percentage of Expenditures



## Pioneer/Sarah Watershed Summary

Account	Description	Actual 2018	Actual 2019	YTD 2020	Budget 2020	Budget 2021
200-31010	Ad Valorem Taxes	\$ 63,068	\$ 60,585	\$ 34,407	\$ 63,170	\$ 61,350
200-31020	Delinquent Taxes	-	-	-	-	-
200-31040	Fiscal Disparities	2,085	2,326	1,079	3,160	3,160
200-34103	Zoning/Subdivision Fee	-	-	-	-	-
200-34108	Administrative Charges/Reimbursements	500	-	-	-	-
200-36210	Interest Earnings	302	463	84	-	-
200-36230	Misc. Revenue/Refunds	-	-	-	-	-
200-36261	Event Revenues	-	-	-	-	-
<b>Total Revenues</b>		<b>65,955</b>	<b>63,374</b>	<b>35,571</b>	<b>66,330</b>	<b>64,510</b>
200-41920-303	Engineering	\$ 120	\$ -	\$ -	\$ -	\$ -
200-41920-309	Pioneer-Sarah Watershed Comm.	50,440	49,500	50,655	50,000	49,500
200-41920-310	Other Consulting Fees	-	-	-	1,090	1,090
200-41920-320	Water Resource Staff	4,105	19,827	6,549	3,500	2,180
200-41920-350	Printing&Publications-(Legals)	-	-	-	810	810
200-41920-433	Misc. Dues/Fees	515	530	530	-	-
200-41920-540	Capital Outlay (Mtg Grant Fnd)	-	-	-	-	-
200-41920-570	Capital Outlay (Project Cost)	280	-	-	10,930	10,930
<b>Total Expenses</b>		<b>55,459</b>	<b>69,857</b>	<b>57,734</b>	<b>66,330</b>	<b>64,510</b>
Change in Fund Balance		\$ 10,496	\$ (6,483)	\$ (22,164)	\$ -	\$ -

## Capital Planning

### Public Works Equipment Fund

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

City of Independence, Minnesota  
Capital Improvement Plan - Public Works Equipment Fund 403  
Schedule of Planned Capital Outlay 2021 to 2028

				2021	2022	2023	2024	2025	2026	2027	2028
Department	Year to Replace	Item	Cost	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts	Estimated Amounts
Public works	2018	Shop Sweeper	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public works	2019	(5) 800 MHz Radios	15,000	-	-	-	-	-	-	-	-
Public works	2020	Tandem	250,000	-	-	-	-	-	-	-	-
Public works	2021	S-10 Pickup (Replace with 3/4 Ton	50,000	50,000	-	-	-	-	-	-	-
Public works	2024	Road Side Mower (Replacement)	11,000	-	-	-	11,000	-	-	-	-
Public works	2027	Tractor & Loader	100,000	-	-	-	-	-	-	100,000	-
Public works	2026	New Truck Tandem Axel	250,000	-	-	-	-	-	250,000	-	-
Public works	2027	Lawn Mower	30,000	-	-	-	-	-	-	30,000	-
Public works	2028	Hot Mix Patching Roll-off	12,000	-	-	-	-	-	-	-	12,000
Public works	2029	Single Axel	200,000	-	-	-	-	-	-	-	-
Public works	2030	Generator	50,000	-	-	-	-	-	-	-	-
Public works	2032	Grader	150,000	-	-	-	-	-	-	-	-
Public works	2032	Pay Loader	150,000	-	-	-	-	-	-	-	-
Public works	NA	Road Packer	-	-	-	-	-	-	-	-	-
Public works	NA	Tanks for Tandem	4,422	-	-	-	-	-	-	-	-
Public works	NA	Trailer	-	-	-	-	-	-	-	-	-
				<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,000</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ 130,000</u>	<u>\$ 12,000</u>

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

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

	2021	2022	2023	2024	2025	2026	2027	2028
Beginning Balance	\$ 27,218	\$ 37,218	\$ 97,218	\$ 157,218	\$ 206,218	\$ 266,218	\$ 76,218	\$ 6,218
Revenues	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Expenditures	50,000	-	-	11,000	-	250,000	130,000	12,000
Ending Balance	<u>\$ 37,218</u>	<u>\$ 97,218</u>	<u>\$ 157,218</u>	<u>\$ 206,218</u>	<u>\$ 266,218</u>	<u>\$ 76,218</u>	<u>\$ 6,218</u>	<u>\$ 54,218</u>



## Capital Planning (Continued)

### Administrative Fund

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

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

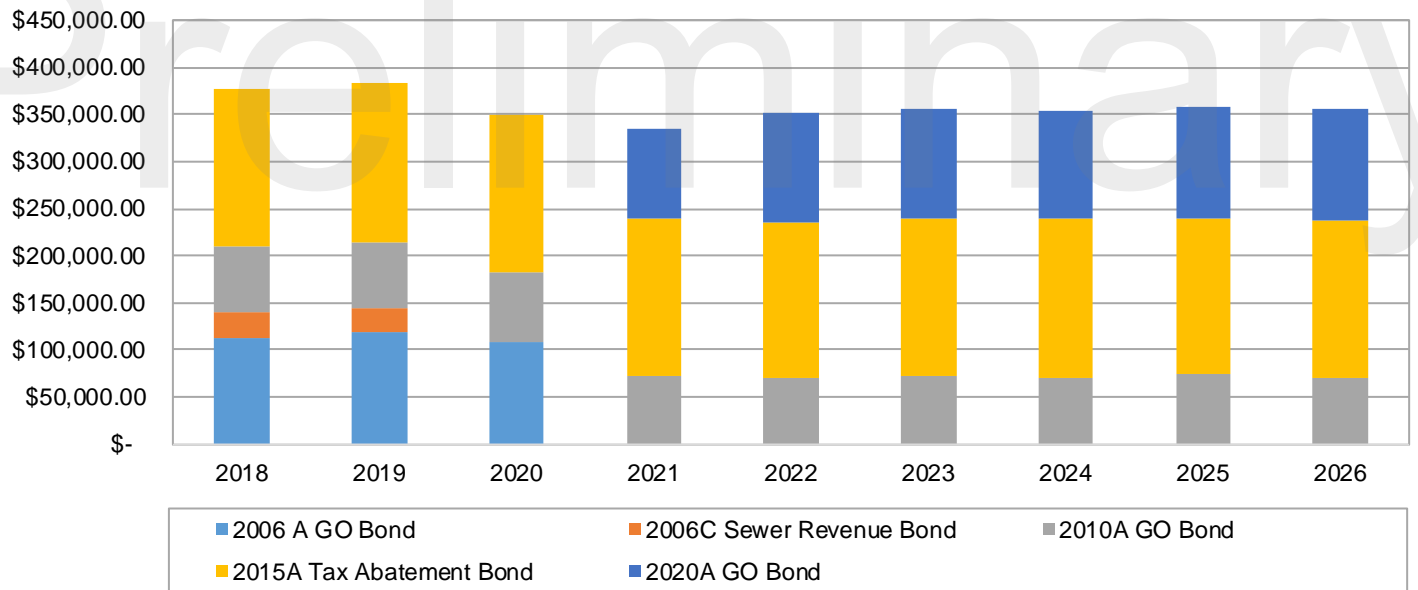
Department	Year	Item	Cost	2021	2022	2023
				Estimated Amounts	Estimated Amounts	Estimated Amounts
General government	2014	City Hall Addition - Council Chambers	\$ -	\$ -	\$ -	\$ -
General government	2031	City Hall Parking Lot (origianl paid by 2015 bond)	67,000	-	-	-
General government	2023	Office Equipment - Furnishing	5,000	-	-	5,000
General government	2036	Paint Exterior	27,500	-	-	-
General government	2031	City Hall Carpet	20,000	-	-	-
General government	2026	Mechanical Electric	32,500	-	-	-
General government	2025	Refurbish Sole House	10,000	-	-	-
				<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,000</u>

Preliminary

## Debt Schedule

### City of Independence Bond Payment Schedule

Fund	Maturity Date		Total Remaining	2020	2021	2022	2023	2024	2025	2026
309 2006A GO Capital Improvement Bonds	12/1/2020	Principal	105,000	105,000						
309 2006A GO Capital Improvement Bonds	12/1/2020	Interest	4,200	4,200						
		Total	109,200	109,200	-	-	-	-	-	-
602 2010A GO Improvement	2/1/2026	Principal	450,000	60,000	60,000	60,000	65,000	65,000	70,000	70,000
602 2010A GO Improvement	2/1/2026	Interest	53,725	13,530	11,775	9,915	7,929	5,816	3,570	1,190
		Total	503,725	73,530	71,775	69,915	72,929	70,816	73,570	71,190
314 2015A GO Tax Abatement Bond	2/1/2026	Principal	1,085,000	145,000	150,000	150,000	155,000	160,000	160,000	165,000
314 2015A GO Tax Abatement Bond	2/1/2026	Interest	84,431	21,463	18,513	15,513	12,463	9,113	5,513	1,856
		Total	1,169,431	166,463	168,513	165,513	167,463	169,113	165,513	166,856
3xx 2020A GO Bond	2/1/2041	Principal	3,760,000			35,000	35,000	35,000	40,000	40,000
3xx 2020A GO Bond	2/1/2041	Interest	1,090,166		93,437	81,518	80,468	79,418	78,293	77,093
		Total	4,850,166	-	93,437	116,518	115,468	114,418	118,293	117,093





**CITY OF INDEPENDENCE  
RESOLUTION NO. 20-0915-03**

**A RESOLUTION AWARDING THE 2020 CITY HALL  
RENOVATION PROJECT TO THE LOW BIDDER**

**WHEREAS**, the City of Independence (the “City”) is a municipal corporation under the laws of Minnesota; and

**WHEREAS**, the City of Independence maintains a City Hall and Public Safety Building to aid in fulfilling all requisite duties of the City for the benefit of the public; and

**WHEREAS**, the City has developed a Five-Year Capital Improvement Plan that identifies planned maintenance and renovations associated with the City Hall/Public Safety building including all mechanical equipment and exterior and interior finishing’s; and

**WHEREAS**, the City Council reviewed and approved the plans and specifications for the 2020 City Hall Renovation project; and

**WHEREAS**, the City received bids from eleven qualified contractors; and

**WHEREAS**, the verified low bid was submitted by \_\_\_\_\_ in the amount of \$\_\_\_\_\_ for the project; and

**WHEREAS**, the City has determined that the total project estimate to include construction and associated soft costs for architecture is appropriate and sufficient funds are available; and

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Independence, Minnesota, hereby approves the 2020 City Hall Renovation Project and award \_\_\_\_\_ the construction contract.

This resolution was adopted by the City Council of the City of Independence on this 15<sup>th</sup> day of September 2020, by a vote of\_\_ayes and\_\_\_\_\_nays.

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Marvin Johnson, Mayor

ATTEST:

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Mark Kaltsas, City Administrator