



Please note that, pursuant to the authority provided by Minn. Stat. Sec. 13D.021, subd. 1(1), the City has determined that in-person meetings of the City Council are not practical or prudent due to the COVID-19 public health pandemic and the declared national, state, and local emergencies. Meetings of the Council will be conducted by electronic or telephonic means. Under Minn. Stat. Sec. 13D.021, subd. 3, to the extent practical and possible, the City Council will allow individuals to monitor the meeting electronically. Access to the meeting can be obtained online by following the link provided below or by contacting the City Hall for instructions and methods for obtaining access to the meeting.

Meeting Access Information: <https://www.ci.independence.mn.us/meetings>

CITY COUNCIL MEETING AGENDA
TUESDAY FEBRUARY 02, 2021
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 January 19, 2021 Regular City Council Meeting.
 - b. Approval of Accounts Payable; (Batch #1 Checks Numbered 20236-20240, Batch #2 Check Numbered 20241, Batch #3 Checks Numbered 20242-20270).
 - c. Approval of Pay Request #2 From Rochon for the City Hall Renovation Project.
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. Introduction and Conversation with Hennepin County Commissioner Kevin Anderson.
8. General Administration
 - a. Planning Commission Alternates
 - b. Medina Fire District Meeting
9. Open/Misc.
10. Adjourn.

MINUTES OF A REGULAR MEETING OF THE
ABRC and INDEPENDENCE CITY COUNCIL
TUESDAY, JANUARY 19, 2021 –6:30 P.M.
(All Virtual Meetings/ All Attendees)

1. Kaltsas noted this was an Accessory Building Review Committee and there is not a formal agenda. The committee will review various accessory structures. The applicant tonight is Nick Dvorak with a request for a detached structure that is larger than the principal in height. Thompson asked if this would be used for a commercial purpose. Kaltsas noted there was not going to be any commercial activity at the location. Dvorak said the building would be used to store a 5th wheel camper and other storage of toys.

Application was approved by the ABRC committee. ABRC adjourned at 6:18 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 (Note: all noted present were “virtually” present

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

ABSENT: None

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

VISITORS: WHPS Chief Kroells

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 January 5, 2021 Regular City Council Meeting.
- b. Approval of City Council Minutes from the January 12, 2021 City Council Workshop.
- c. Approval of Accounts Payable; (Batch #1 Checks Numbered 20194-20215 and Batch #2 Checks Numbered 20216-20235).
- d. Approval to Set the Date of the Local Board of Appeals and Equalization Meeting for Tuesday April 6, 2021 at 6:00 PM.
- e. Approval of Pay Request #1 From Rochon for the City Hall Renovation Project.

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

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

5. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Spencer attended the following meetings:

- Highway 12 Safety Coalition
- City Council Workshop (virtual)
- ABRC Committee Meeting (virtual)

Grotting attended the following meetings:

- City Council Workshop (virtual)
- ABRC Committee Meeting (virtual)

McCoy attended the following meetings:

- City Council Workshop (virtual)

Betts attended the following meetings:

- Highway 12 Safety Coalition Meeting
- City Council Workshop (virtual)
- West Hennepin Chamber of Commerce Meeting

Johnson attended the following meetings:

- National League of Cities Legislative Webinar
- Highway 12 Safety Coalition Meeting
- League of Metro Cities Legislative Preview
- Regional Council of Mayors Meeting
- City Council Workshop (virtual)
- West Hennepin Chamber of Commerce Meeting
- ABRC Committee Meeting (virtual)
- Orono School Board Meeting
- Northwest League of Cities Meeting
- Orono Healthy Youth Committee Meeting
- Gillespie Senior Center Annual Meeting
- National League of Cities Legislative preview

Horner attended the following meetings:

- West Hennepin Chamber of Commerce Meeting
- City Council Workshop
- ABRC Committee Meeting

Kaltsas attended the following meetings:

- The above-mentioned meetings and his regular scheduled meetings

6. West Hennepin Public Safety Director Gary Kroells: Presentation of the December 2020 Activity Report.

Kroells stated at the end of December 31, 2020 WHPS handled year-to-date a total of 5,224 incident complaints. For the month of December 237 incidents were in Independence and 146 in the city of Maple Plain.

for a full activity report see the packet for tonight's meeting

7. Recognition of Mayor Johnsons Appointment to National League of Cities Federal Advocacy Committee.

January 1, 2021 — Mayor Marvin Johnson, Mayor of City of Independence MN, has been appointed to the [National League of Cities](#) (NLC) 2021 EENR Federal Advocacy Committee. **Mayor Johnson** was elected to a one-year term and will provide strategic direction and guidance for NLC's federal advocacy agenda and policy priorities. The appointment was announced by NLC President Kathy Maness, councilmember, Lexington, South Carolina. "Mayor Marvin Johnson's 20 years of experience and commitment on this committee will continue to bring great value from the local level to the national level", responded City Administrator Mark Kaltsas.

As a committee member, Johnson will play a key role among a diverse group of local leaders in shaping NLC's policy positions and advocating on behalf of America's cities and towns before Congress, with the administration and at home. "Our federal advocacy committees are the voices of what's happening on the ground in our communities," said **Kathy Maness, councilmember of Lexington, South Carolina, and President of the National League of Cities (NLC)**. "I am proud to have Marvin Johnson join NLC's EENR committee on behalf of his residents. Together with a team of local leaders from around the country, we will work to solve the most pressing challenges facing our communities."

8. Annual Consideration of Fee Schedule Amendments.

- a. **RESOLUTION 21-0119-01** – Considering the Annual Update to the City's Fee Schedule.

Kaltsas said The City annually reviews and adopts the City's fee schedule to ensure that the cost of providing various services is commensurate with the services provided. The City identified several fees that should be amended based on the costs of providing services and or administration of the fees in 2020. In addition, the City will increase quarterly sewer charges in accordance with the adopted Sewer Rate Study of 2017.

The following fees are proposed to be amended:

1. The City has identified that the wetland and grading permit fees of \$500 does not fully cover the costs for more complex grading and wetland permits submitted to the City. Our review of the fee also identified a lower cost for simple grading and wetland permits issued. In order to align fees charged with the cost of providing the services, it is recommended that the City reduce the base fee of these permits from \$500 to \$300 and require a deposit of \$700 that will be used to pay for consultant charges associated with the review and approval of the permits. This type of fee structure will reduce the base fee paid for the permit but will also provide for adequate funds to cover consultant fees for more complex applications. Wetland and Grading Permit Fees: \$300 with a \$700 deposit (\$500 with no deposit (in 2020)
2. Quarterly sewer charges are proposed to be amended in accordance with the City's sewer charge study that was updated in August of 2020. The updated study found that the City's Sewer Fund was improving, but is still in need of an increase to the sewer rate and sewer connection fees.

The quarterly sewer fees will be amended for 2021 as follows:

- a. Quarterly sewer access charge \$242 (\$231 in 2020)
- b. Quarterly availability charge \$242 (\$200 in 2020)

Staff previously Staff previously presented and discussed the update to the Sewer Rate Study that was completed in August of 2020. The study considered two scenarios for increasing rates and fees to be able to stabilize the sewer fund. In order to move forward with the recommendations of the study, the City will need to adopt an increase to both the quarterly sewer rate and sewer connection fee.

The study recommends that the City consider increasing the quarterly sewer rate per the study. The proposed quarterly rate increase is consistent with the rate increases considered and approved in the 2017 Sewer Rate Study. The quarterly fee for both sewer users and those that have sewer availability, would be \$242. This represents a 5% increase from 2020 for sewer users and a 21% increase for sewer availability customers (see study below). In addition, it is recommended that the City consider raising the sewer connection fee for new construction. The current fee is \$1,250 and the proposed fee is \$5,150 per unit. Staff is recommending that properties with an existing stub that have not yet connected to the sewer continue to be charged the \$1,250 connection fee.

City Council is asked to consider approval of **RESOLUTION NO. 21-0119-01** adopting the 2021 fee schedule.

Grotting asked how many floating stubs are available. Kaltsas said it is down to less than a dozen left in the City. Grotting asked about Met Council opening up the County Road 19 Lift Station and Kaltsas said that is getting close but additional connections cannot be considered until it is put in place. He noted we would need Medina's permission also as we plug into their system north of the City.

Motion by Spencer, second by Betts to approve RESOLUTION 21-0119-01 –Annual Update to the City's Fee Schedule. Ayes: Johnson, Spencer, McCoy, Grotting and Betts. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

9. OPEN/MISC.

10. ADJOURN.

Motion by Grotting, second by Spencer to adjourn at 7:20 p.m. Ayes: Johnson, Grotting, McCoy, Betts, and Spencer. Nays: None. Absent: None. None. Abstain. None. MOTION DECLARED CARRIED.

Respectfully Submitted,
Trish Gronstal/ Recording Secretary

Mark Kaltsas
City of Independence
1920 County Rd 90
Maple Plain, MN
55359

January 15, 2021

Dear Mark,

We have received Payment Application #2 from Rochon Corporation for the Independence City Hall Renovation, with cover letter dated January 7th, 2020.

We have reviewed the application against work completed and documented work stored within the invoice period listed on the application and recommend payment of the listed current payment due, \$70,621.53 which includes a retainage of 5.00% of completed work.

If there are any questions I can answer, please reach out via email or phone.



Susan Morgan, AIA

Associate Partner, Senior Project Manager
BKV Group



Suite 200
28 2nd St NW
Osseo, MN 55369
Office 763.559.9393
Fax 763.559.8101
www.rochoncorp.com

January 8, 2021

Mr. Mark Kaltsas
1920 County Road 90
Independence, MN 55359

Re: Pay Application for Independence City Hall

Dear Mark:

Enclosed is our second Application for Payment of work performed through December 31, 2020 at 1920 County Road 90 in Independence, MN. Please process promptly.

Sincerely,

A handwritten signature in black ink, appearing to read "Trevor Bisping".

Trevor Bisping
Project Manager

TB/glb
Enclosures

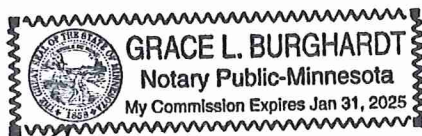
WAIVER OF CONSTRUCTION LIEN PAYMENT

January 1, 2021

For good and valuable consideration, the undersigned hereby irrevocably and unconditionally waives and releases any and all (a) rights and claims for a construction or other lien on land and buildings being constructed, altered, erected or repaired and to the appurtenances thereunto, (b) rights and claims on any payment bond(s) furnished in conjunction with said construction, alteration, erection or repair, and (c) rights and claims for lien on money, bonds, or warrants due or to become due to the prime contractor therefor. The property covered by this waiver is owned by City of Independence (owner), is located at 1920 County Road 90, Independence, MN is described as Independence City Hall Renovations and this waiver pertains to a portion of the work to be performed by Rochon Corporation (prime contractor).

This waiver covers all labor, material and supplies for construction, alteration, erection, and repairs furnished by the undersigned under a contract with City of Independence through the date of this waiver in the amount of SEVENTY THOUSAND SIX HUNDRED TWENTY ONE & 53/100 DOLLARS (\$70,621.53).

This lien waiver is not valid until the amount listed above has been received.



Grace L. Burghardt

Company Name Rochon Corporation

By _____

Jerry Braton
Jerry Braton

Its CEO

Contractor Waiver Form

TO OWNER/CLIENT:

City of Independence

PROJECT:

Independence City Hall Renovations
1920 County Road 90
Independence , Minnesota 55359

APPLICATION NO: 2

INVOICE NO: 2

PERIOD: 12/01/20 - 12/31/20

PROJECT NO: 2017

FROM CONTRACTOR:

Rochon Corporation Minnesota
28 2nd St NW, Suite 200
Osseo, Minnesota 55368

VIA ARCHITECT/ENGINEER:

Susan Morgan (BKV Group)
222 North Second Street
Minneapolis, Minnesota 55401

CONTRACT DATE:

CONTRACT FOR: Independence City Hall Renovations Prime Contract

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$1,721,484.00
2. Net change by change orders	\$60,372.59
3. Contract Sum to date (Line 1 ± 2)	\$1,781,856.59
4. Total completed and stored to date (Column G on detail sheet)	\$122,417.13
5. Retainage:	
a. 5.00% of completed work	\$6,120.86
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$6,120.86
6. Total earned less retainage (Line 4 less Line 5 Total)	\$116,296.27
7. Less previous certificates for payment (Line 6 from prior certificate)	\$45,674.74
8. Current payment due:	\$70,621.53
9. Balance to finish, including retainage (Line 3 less Line 6)	\$1,665,560.32

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$60,372.59	\$0.00
Totals:	\$60,372.59	\$0.00
Net change by change orders:	\$60,372.59	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Rochon Corporation Minnesota

By:  Date: 1-8-21

State of:

County of:

Subscribed and sworn to before

me this

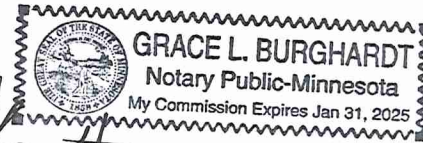
8th day of Jan 2021

Notary Public:

Grace L. Burghardt

My commission expires:

Jan 31, 2025



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

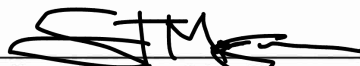
In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED:

\$70,621.53

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By:  Date: 01/15/21

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 12/25/2020

PERIOD: 12/01/20 - 12/31/20

Contract Lines

ITEM NO.	COST CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)		BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
				1	01 - General Requirements		General Conditions	\$219,737.01		
2	02-100 - Selective Demolition	Selective Demolition	\$56,000.00	\$22,360.00	\$23,640.00	\$0.00	\$46,000.00	82.14%	\$10,000.00	\$2,300.00
3	02-300 - Earthwork	Earthwork	\$24,973.00	\$0.00	\$19,000.00	\$0.00	\$19,000.00	76.08%	\$5,973.00	\$950.00
4	02-480 - Landscaping	Landscaping	\$9,300.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,300.00	\$0.00
5	02-580 - Pavement Marking	Pavement Marking	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$500.00	\$0.00
6	02-784 - Stone Unit Pavers	Stone Unit Pavers	\$10,675.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,675.00	\$0.00
7	02-813 - Lawn Sprinkling and Irrigation	Lawn Sprinkling and Irrigation	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
8	02-820 - Fences and Gates	Fences and Gates	\$37,726.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$37,726.00	\$0.00
9	03-300 - Cast In Place Concrete	Cast In Place Concrete	\$95,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$95,000.00	\$0.00
10	05-100 - Structural Metals	Structural Metals	\$18,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,500.00	\$0.00
11	05-600 - Steel Erection	Steel Erection	\$6,282.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,282.00	\$0.00
12	06-100 - Rough Carpentry	Rough Carpentry	\$22,150.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$22,150.00	\$0.00
13	06-170 - Structural Wood	Structural Wood	\$53,977.55	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$53,977.55	\$0.00
14	06-400 - Millwork	Millwork	\$90,679.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$90,679.00	\$0.00
15	07-400 - Roofing and Siding Panels	Roofing and Siding Panels	\$36,250.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$36,250.00	\$0.00
16	07-420 - Wall Panels	Wall Panels	\$50,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,600.00	\$0.00
17	07-500 - Membrane Roofing	Membrane Roofing	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,000.00	\$0.00
18	07-530 - Roofing & Sheetmetal	Roofing & Sheetmetal	\$18,900.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,900.00	\$0.00
19	07-810 - Skylights	Skylights	\$25,470.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$25,470.00	\$0.00
20	07-900 - Joint Sealers	Joint Sealers	\$3,240.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,240.00	\$0.00
21	08-100 - Hollow Metal & Hardware	Hollow Metal & Hardware	\$32,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$32,800.00	\$0.00
22	08-360 - Overhead Doors	Overhead Doors	\$12,300.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$12,300.00	\$0.00
23	08-800 - Glazing	Glazing	\$157,900.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$157,900.00	\$0.00
24	09-250 - Gypsum Wallboard	Gypsum Wallboard	\$163,788.00	\$3,275.76	\$0.00	\$0.00	\$3,275.76	2.00%	\$160,512.24	\$163.79
25	09-300 - Tile	Tile	\$42,235.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$42,235.00	\$0.00
26	09-500 - Ceilings	Ceilings	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$14,000.00	\$0.00

A ITEM NO.	B COST CODE	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
				D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD		G %	G (G / C)		
27	09-600 - Flooring	Flooring	\$44,410.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$44,410.00	\$0.00
28	09-843 - Acoustical Wall Panels	Acoustical Wall Panels	\$9,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,500.00	\$0.00
29	09-900 - Paints and Coatings	Paints and Coatings	\$21,408.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$21,408.00	\$0.00
30	10-200 - Louvers and Vents	Louvers and Vents	\$12,742.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$12,742.00	\$0.00
31	10-260 - Wall and Corner Guards	Wall and Corner Guards	\$90.72	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$90.72	\$0.00
32	10-350 - Flagpoles	Flagpoles	\$403.92	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$403.92	\$0.00
33	10-440 - Signage	Signage	\$17,950.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$17,950.00	\$0.00
34	10-520 - Fire Protection Specialties	Fire Protection Specialties	\$803.52	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$803.52	\$0.00
35	10-600 - Partitions	Partitions	\$26,454.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$26,454.00	\$0.00
36	10-800 - Toilet, Bath, and Laundry Specialties	Toilet, Bath, and Laundry Specialties	\$865.08	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$865.08	\$0.00
37	11-452 - Appliances	Appliances	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,500.00	\$0.00
38	12-490 - Window Coverings	Window Coverings	\$3,875.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,875.00	\$0.00
39	15-400 - Plumbing	Plumbing	\$50,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,500.00	\$0.00
40	15-500 - HVAC	HVAC	\$97,300.00	\$0.00	\$3,600.00	\$0.00	\$3,600.00	3.70%	\$93,700.00	\$180.00
41	16-000 - Electrical	Electrical	\$119,825.00	\$0.00	\$18,900.00	\$0.00	\$18,900.00	15.77%	\$100,925.00	\$945.00
42	17-010 - Contingency	Allowance #1	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
43	17-010 - Contingency	Allowance #2	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,800.00	\$0.00
44	17-040 - Profit	Overhead & Profit	\$86,074.20	\$2,400.00	\$3,500.00	\$0.00	\$5,900.00	6.85%	\$80,174.20	\$295.00
TOTALS:			\$1,721,484.00	\$48,078.68	\$74,338.45	\$0.00	\$122,417.13	7.11%	\$1,599,066.87	\$6,120.86

Change Orders

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
			D FROM PREVIOUS APPLICATION (D + E)	E THIS PERIOD		G %	G (G / C)		
45	PCCO#001								
45.1	PCO#001								
45.1.1	Add Alt #1	\$13,850.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$13,850.00	\$0.00
45.1.2	Add Alt #2	\$5,120.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,120.00	\$0.00
45.1.3	Add Alt #3	\$9,850.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,850.00	\$0.00
45.1.4	Add Alt #4	\$22,300.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$22,300.00	\$0.00
45.1.5	Add Alt #7	\$3,650.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,650.00	\$0.00
45.1.6	PW Office Renovation	\$5,602.59	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,602.59	\$0.00
TOTALS:		\$60,372.59	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$60,372.59	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$1,781,856.59	\$48,078.68	\$74,338.45	\$0.00	\$122,417.13	6.87%	\$1,659,439.46	\$6,120.86

City of Independence
General Administration Items

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: February 2, 2021

Discussion:

Planning Commission Alternates:

Council discussed the possibility of expanding the planning commission by adding Planning Commission Alternates as a way to provide experience for citizens interested in serving the City and also as a way to ensure a quorum for all meetings. Staff reviewed possible ways to achieve alternates on the planning commission and has drafted potential language that could be added to the ordinance to accommodate an alternate Commission organization. The City did post the opening for the alternate Planning Commission positions and received two applications. Staff would like to further discuss this concept with Council and is seeking direction relating to the potential change in structure. Based on Council direction, staff would anticipate bringing back a formal action item at the next Council Meeting. This item would consider amendment to the ordinance as well as appointment of the alternate commissioners.

305.01. - Planning commission established and continued.

1. The planning commission consisting of five members, each of whom shall be a resident of the city is hereby established and continued. The city council may appoint two alternate members of the planning commission as provided below and may appoint one councilmember to serve as a liaison to the planning commission. The liaison shall be nonvoting members of the planning commission. Planning commissioners shall be appointed by majority vote of the city council and serve for a term of three years and until a successor has been appointed and qualified. A planning commissioner may be removed by an affirmative vote of two-thirds of all of the members of the city council.
2. The city council may appoint up to two alternate members of the planning commission. In the event two alternates are appointed, the longer serving alternate may vote at any planning commission meeting where one regular member is absent. The second alternate may vote at a meeting if two or more regular members are absent, or if one or more regular members are absent and the other alternate is also absent.
3. Alternate members of the planning commission shall be subject to the same qualifications and removal requirements as regular members. Alternate members shall attend planning commission meetings but shall not participate or vote as a member except as provided herein.

Medina Fire District Meeting Request:

The City has previously discussed the ongoing meetings being organized by the City of Medina relating to the possibility of creating a regional joint powers or fire services district with the communities of Independence, Medina, Maple Plain, Loretto, Long Lake and Orono. Staff has attended several of the joint meetings where this topic has been further discussed. Medina most recently sent out an invitation to attend another joint meeting on February 11, 2021 (see attached letter). In addition to City Administrators and Fire Chiefs, it was discussed that each community would have the opportunity to also have one elected official in attendance. Staff would like to discuss this meeting in more detail with the Council and determine if Independence would like staff and a Council Member to attend the meeting.

Council Recommendation:

City Council is asked to consider both administrative items discussed above and provide direction to staff.

Attachments: Joint Fire District Meeting Agenda

Future Fire Service Planning Meeting Agenda

February 11, 2021

8:00 AM to 10:00 AM

Discussion Items:

- 1) **Clarification of the mission - why are we here?**
 - a. John Ehret and Tate Mills, MN State Fire Marshal's Office – Will lead the discussion on adaptive and technical mythologies
 - b. Define the group's mission
- 2) **Development of teams**
- 3) **Establishment of ground rules/Expectations**