



CITY COUNCIL MEETING AGENDA
TUESDAY DECEMBER 7, 2021

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

1. Call to Order
 2. Truth in Taxation Hearing.
 3. Adjourn.
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CITY COUNCIL MEETING TIME: 6:30 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. ****Consent Agenda****

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

- a. Approval of City Council Minutes from the November 16, 2021, Regular City Council Meeting.
 - b. Approval of Accounts Payable (Checks Numbered 20868-20906).
 - c. Approval of Pay Application Request #11 from Rochon Corporation for work completed on the 2020 City Hall Project.
 - d. Approval to not waive the monetary limits on Tort Liability established by MN Statues, to the extent of the limits of liability coverage obtained from the LMCIT.
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. Bellissimo Farms, LLC (Applicant/Owner) requests that the City consider the following action for the property located at 7220 Turner Road (PID No. 28-118-24-14-0006) in Independence, MN:

- a. **RESOLUTION 21-1207-01** – Considering approval of a conditional use permit amendment to allow the expansion of a building used by the commercial riding stable on the subject property.
8. Anita Branson (Applicant/Owner) requests that the City consider the following actions for the property generally located near 1730 County Line Rd SE (PID No. 19-118-24-34-0002) in Independence, MN:
 - a. **RESOLUTION 21-1207-02** – Considering approval of a variance and minor subdivision to permit the subdivision of property zoned AG-Agriculture that does not meet the minimum of 40 acres to qualify for a rural view lot subdivision.
9. Jeremy and Sadie Kolbe (Applicants/Owners) are requesting the following action for the property located at 3110 County Road 90 (PID No. 14-118-24-22-0004) in Independence, MN:
 - a. **RESOLUTION 21-1207-03** – Considering approval of a variance for a reduced side yard setback to allow the expansion of the existing home in alignment with and using the same setback as the existing home.
10. Consider Adoption of the Final 2022 Tax Levy and General Fund Budget and Associated Actions.
 - a. **RESOLUTION 21-1207-04** – Adopting the 2022 General Fund Budget.
 - b. **RESOLUTION 21-1207-05** – Adopting the 2022 General Tax Levy.
 - c. **RESOLUTION 21-1207-06** – Adopting the 2022 Pioneer Sarah Creek Watershed Management Commission Tax Levy.
11. General Administration Action Items:
 - a. **RESOLUTION 21-1207-07** – Considering approval of the Hennepin County Residential Waste Reduction and Recycling Grant Agreement. Hennepin County requires each city to implement and maintain an organics recycling program for all residents.
 - b. **RESOLUTION 21-1207-08** – Considering approval to accept the redistribution of unrequested American Recovery Plan Act funds. Approval of this resolution will allow the City to obtain additional funding if it becomes available.
 - e. **RESOLUTION 21-1207-09** – Certifying Delinquent Sewer Service Charges. The City is annually required to certify delinquent sewer service charges to Hennepin County for inclusion in 2022 property tax bills.
 - f. Consideration of a Stipulation Agreement with Erik and Marjorie Hegstrom to allow them to retain and occupy the existing house located on the property at 2160 Nelson Road while they construct a new home on the same property. The agreement requires

an escrow deposit to be made and retained by the City until the new home is complete and the existing home is removed.

- g. Consideration of approval to replace the roof on the public works garage. The City has funding set aside for improvements to the public works building to pay for repair and maintenance. The existing roof is over 20 years old.

12. Request by residents on County Road 92 to consider a road name change for the portion of County Road 92 that will be turned back to the City following completion of the new overpass and realignment.

13. Open/Misc.

14. Adjourn.

MINUTES OF A REGULAR MEETING OF THE
INDEPENDENCE CITY COUNCIL
WEDNESDAY NOVEMBER 16, 2021–6:30 P.M.
City Hall Chambers

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 Spencer, Betts, McCoy and Grotting

ABSENT: None

STAFF: City Administrator Kaltsas, Assistant to Administrator
Horner

VISITORS: Martie Chelstrom

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

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

- a. Approval of City Council Minutes from the November 3, 2021, Regular City Council Meeting.
- b. Approval of Accounts Payable (Checks Numbered 20822-20867).
- c. 2021 Third Quarter Financial Report.

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

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

Martie Chelstrom would like to discuss the procedure of how the process works for approving cluster development. Kaltsas said that there is no application in front of the city for the Koch's project, there is only a concept plan. Tonight, the planning commission is not having an open hearing since there is no application. Kaltsas said that tonight will just be a discussion on cluster development. Kaltsas explained that the city had been requested by a developer that had questions on requirements for subdivisions and density, that sparked another question about the Koch's concept plan. The city decided to look at the ordinance to clarify the density through an ordinance amendment. It was discussed in draft format and would be formally considered at tonight's meeting, but it will be pushed back to a future meeting.

Chelstrom asked if it is an elected decision on the landowner to be considered cluster or RR. IS there a

criteria they have to meet to ask for that exception. Kaltsas said that a cluster is a conditional use which would have to be rezoned. There would have to be preservation of open space and other standards that go with that. It is at the Council's discretion. Chelstrom said he discussed with the neighbors about opening up Brei Kessel Road cul-de-sac and he stated that everyone is opposed. Johnson said that because this is not on the agenda, and we need to proceed with the planned agenda and open this up to further discussion at a later time. Chelstrom said he would like to add a kudos to Joe Baker. He responded promptly by coming out to answer watershed questions he had. Ken Stromel, Martie Chelstrom's neighbor mentioned that recommends getting a better concept drawing for Brei Kessel Road. Spencer mentioned that there is no public hearing at this point or an application to proceed with this plan. When there is a one, that would be the time to speak about this.

6. REPORTS OF BOARDS AND COMMITTEES BY COUNCIL AND STAFF

Grotting attended the following meetings:

- Canvassing
- Ribbon Cutting

Spencer attended the following meetings:

- Canvassing
- Ribbon Cutting
- Jean Truax Memorial Service
- Hwy 12 Safety Coalition
- MP Council Member

McCoy attended the following meetings:

- Fire Commission

Betts attended the following meetings:

- Hwy 12 Safety Coalition
- Fire Commission

Johnson attended the following meetings:

- TZD
- Regional Council of Mayors
- MP Fire Dept
- Senior Community Services Finance
- Jean Truax Funeral
- Veteran's Day Service
- Webinar at the U of M
- Another TZD
- Conference National League
- Hwy 12 Corridor Coalition

Horner attended the following meetings:

- BKV
- Rochon

Kaltsas attended the following meetings:

- Metro Cities
- LMC

7. West Hennepin Public Safety – Director Gary Kroells: Presentation of the October 2021 Activity Report.

8. **RESOLUTION No. 21-1116-01:** Designating the Independence City Hall as the 2022 Polling Place in Accordance with Minnesota Statutes 204B.16.

Motion by Spencer, second by McCoy to approve Resolution 21-1103-02. Ayes: Johnson, Spencer, Grotting, McCoy and Betts. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

9. Consideration to Proceed with the Construction of a New Garage Space to House the West Hennepin Public Safety Vehicles and North Memorial Ambulance.

Kaltsas stated that Council had requested that he look into any options to reduce the cost of construction for the new garage for WHPS and North Memorial. Kaltsas said he spoke with BV Construction out of Buffalo, who were considerably less expensive than Ram Construction, about making it smaller which gave us a \$45,000 deduction. It would be an 80x84 building instead of an 80x100. The public does benefit from having this building here so that it is closer to the residents for emergency services. There will be faster services for ambulance, they would get revenue from North Memorial with leasing the building and WHPS would have indoor storage. With some of the proceeds from the bonds and left-over funds from the remodel, we can use this for rerouting the plumbing, due to the green house demo project, from the well head into the public works facility. We would also need to redo some of the garage space. We are hoping to start the garage project in the Spring and hopefully up and running by May. He said that we will have to re-price again because costs are fluctuating so much for materials. He asked if there is direction to proceed with the construction of this garage and if there is direction to proceed with BV construction. He hopes to utilize some of the ARP funds because it is emergency services. Johnson stated that the budget for next year doesn't factor in any of the bonding yet, so there is a possibility that we could end up with another conduit project that could cover a good portion of it.

McCoy asked if we could wait to get the bids back before we make a decision on making it smaller. Kaltsas said he thinks we should wait for the costs to go down, then we could make it larger. And budget-wise it may work out better. Grotting said that \$45,000 may be nothing when we have more information on budget and bids. Johnson mentioned that this was a discussion with the Public Works building and now we are glad we have the extra space and made it bigger. Spencer asked if we could donate the green house to the fire department or if that is too close to the railroad. McCoy said we are strapped because of permitting and it would cost too much money. Johnson asked if the water from public works is coming from the City Hall. Kaltsas said we would need a new well.

Spencer asked if Kaltsas is looking for direction to move ahead. Kaltsas said he just needs to give BV

Construction approval. Johnson said we can always pull the plug if needed. Kaltsas said they are going to take 4 trees, berm it and get rid of the green house.

Motion by Spencer, second by Betts to approve proceed with the garage project with a cap of \$600k and revisit the product costs in the Spring. Ayes: Johnson, Spencer, Grotting, McCoy and Betts. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

10. Open/Misc.

11. Adjourn.

Motion by Spencer, second by McCoy to adjourn at 7:05 p.m. Ayes: Johnson, Grotting, Betts, and Spencer. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED.

Respectfully Submitted,
Amber Simon / Recording Secretary

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

October 18, 2021

Dear Mark,

We have received Payment Application #11 from Rochon Corporation for the Independence City Hall Renovation, with cover letter dated October 11th, 2021. We have reviewed the application against work completed and documented work stored within the invoice period listed on the application and recommend payment of current payment due of \$55,205.68. We believe any remaining outstanding issues can be handled within the retainage listed on the application.

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

Thanks,



Anthony Enright, Assoc. AIA

Senior Associate, Project Manager

BKV Group



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

October 11, 2021

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

Re: Pay Application for Independence City Hall

Dear Mark:

Enclosed is our eleventh Application for Payment of work performed through September 30, 2021 at 1920 County Road 90 in Independence, MN. Please process promptly.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Bisping", written over a horizontal line.

Trevor Bisping
Project Manager

TB/glb
Enclosures

WAIVER OF CONSTRUCTION LIEN PAYMENT

October 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 FIFTY FIVE THOUSAND TWO HUNDRED FIVE & 68/100 DOLLARS (\$55,205.68).

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

Company Name Rochon Corporation

By  _____

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: 11

INVOICE NO: 11

PERIOD: 09/01/21 - 10/01/21

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	\$139,944.79
3. Contract Sum to date (Line 1 ± 2)	\$1,861,428.79
4. Total completed and stored to date (Column G on detail sheet)	\$1,620,846.44
5. Retainage:	
a. 5.00% of completed work	\$81,042.37
b. 0.00% of stored material	\$0.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$81,042.37
6. Total earned less retainage (Line 4 less Line 5 Total)	\$1,539,804.07
7. Less previous certificates for payment (Line 6 from prior certificate)	\$1,484,598.39
8. Current payment due:	\$55,205.68
9. Balance to finish, including retainage (Line 3 less Line 6)	\$321,624.72

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$116,670.37	\$(4,621.25)
Total approved this month:	\$28,835.67	\$(940.00)
Totals:	\$145,506.04	\$(5,561.25)
Net change by change orders:	\$139,944.79	

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: 10-11-21

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____
Notary Public: _____
My commission expires: _____

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: \$55,205.68

(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: 10-18-2021

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: 11

APPLICATION DATE:

PERIOD: 09/01/21 - 10/01/21

Contract Lines

ITEM NO.	BUDGET 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)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	01.O General Requirements.Other	General Conditions	\$189,545.50	\$95,073.45	\$14,103.09	\$0.00	\$109,176.54	57.60%	\$80,368.96	\$5,458.82
2	02-100.S Selective Demolition.Commitment	Selective Demolition	\$56,865.17	\$57,187.75	\$(322.58)	\$0.00	\$56,865.17	100.00%	\$0.00	\$2,843.26
3	02-300.S Earthwork.Commitment	Earthwork	\$27,558.00	\$24,973.00	\$2,585.00	\$0.00	\$27,558.00	100.00%	\$0.00	\$1,377.90
4	02-480.S Landscaping.Commitment	Landscaping	\$9,300.00	\$4,325.00	\$0.00	\$0.00	\$4,325.00	46.51%	\$4,975.00	\$216.25
5	02-580.S Pavement Marking.Commitment	Pavement Marking	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$500.00	\$0.00
6	02-784.S Stone Unit Pavers.Commitment	Stone Unit Pavers	\$10,675.00	\$10,675.00	\$0.00	\$0.00	\$10,675.00	100.00%	\$0.00	\$533.75
7	02-813.S Lawn Sprinkling and Irrigation.Commitment	Lawn Sprinkling and Irrigation	\$10,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	50.00%	\$5,000.00	\$250.00
8	02-820.S Fences and Gates.Commitment	Fences and Gates	\$27,423.00	\$27,423.00	\$0.00	\$0.00	\$27,423.00	100.00%	\$0.00	\$1,371.15
9	03-300.S Cast In Place Concrete.Commitment	Cast In Place Concrete	\$108,650.00	\$94,783.00	\$0.00	\$0.00	\$94,783.00	87.24%	\$13,867.00	\$4,739.15
10	05-100.M Structural Metals.Materials	Structural Metals	\$18,500.00	\$18,500.00	\$0.00	\$0.00	\$18,500.00	100.00%	\$0.00	\$925.00
11	05-600.S Steel Erection.Commitment	Steel Erection	\$7,725.00	\$6,900.00	\$825.00	\$0.00	\$7,725.00	100.00%	\$0.00	\$386.25
12	06-100.S Rough Carpentry.Commitment	Rough Carpentry	\$26,924.00	\$26,924.00	\$0.00	\$0.00	\$26,924.00	100.00%	\$0.00	\$1,346.20
13	06-170.M Structural Wood.Materials	Structural Wood	\$53,977.55	\$53,977.55	\$0.00	\$0.00	\$53,977.55	100.00%	\$0.00	\$2,698.88
14	06-400.S Millwork.Commitment	Millwork	\$98,853.81	\$82,681.02	\$15,992.79	\$0.00	\$98,673.81	99.82%	\$180.00	\$4,933.69
15	07-400.S Roofing and Siding Panels.Commitment	Roofing and Siding Panels	\$105,750.00	\$86,850.00	\$0.00	\$0.00	\$86,850.00	82.13%	\$18,900.00	\$4,342.50
16	07-420.S Wall Panels.Commitment	Wall Panels	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%	\$0.00	\$0.00
17	07-500.S Membrane Roofing.Commitment	Membrane Roofing	\$4,500.00	\$789.43	\$0.00	\$0.00	\$789.43	17.54%	\$3,710.57	\$39.47

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				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
				18	07-530.S Roofing & Sheetmetal.Commitment					
19	07-810.S Skylights.Commitment	Skylights	\$25,470.00	\$6,870.00	\$0.00	\$0.00	\$6,870.00	26.97%	\$18,600.00	\$343.50
20	07-900.S Joint Sealers.Commitment	Joint Sealers	\$1,690.00	\$1,690.00	\$0.00	\$0.00	\$1,690.00	100.00%	\$0.00	\$84.50
21	08-100.M Hollow Metal & Hardware.Materials	Hollow Metal & Hardware	\$33,100.00	\$33,600.00	\$(500.00)	\$0.00	\$33,100.00	100.00%	\$0.00	\$1,655.00
22	08-360.S Overhead Doors.Commitment	Overhead Doors	\$12,300.00	\$12,300.00	\$0.00	\$0.00	\$12,300.00	100.00%	\$0.00	\$615.00
23	08-800.S Glazing.Commitment	Glazing	\$160,008.00	\$155,611.00	\$1,000.00	\$0.00	\$156,611.00	97.88%	\$3,397.00	\$7,830.55
24	09-250.S Gypsum Wallboard.Commitment	Gypsum Wallboard	\$163,788.00	\$163,788.00	\$0.00	\$0.00	\$163,788.00	100.00%	\$0.00	\$8,189.40
25	09-300.S Tile.Commitment	Tile	\$44,170.00	\$44,170.00	\$0.00	\$0.00	\$44,170.00	100.00%	\$0.00	\$2,208.50
26	09-500.S Ceilings.Commitment	Ceilings	\$14,000.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	100.00%	\$0.00	\$700.00
27	09-600.S Flooring.Commitment	Flooring	\$45,035.00	\$45,035.00	\$0.00	\$0.00	\$45,035.00	100.00%	\$0.00	\$2,251.75
28	09-843.S Acoustical Wall Panels.Commitment	Acoustical Wall Panels	\$9,500.00	\$9,500.00	\$0.00	\$0.00	\$9,500.00	100.00%	\$0.00	\$475.00
29	09-900.S Paints and Coatings.Commitment	Paints and Coatings	\$21,408.00	\$21,408.00	\$0.00	\$0.00	\$21,408.00	100.00%	\$0.00	\$1,070.40
30	10-200.M Louvers and Vents.Materials	Louvers and Vents	\$13,883.63	\$13,883.63	\$0.00	\$0.00	\$13,883.63	100.00%	\$0.00	\$694.18
31	10-260.M Wall and Corner Guards.Materials	Wall and Corner Guards	\$90.72	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$90.72	\$0.00
32	10-350.M Flagpoles.Materials	Flagpoles	\$403.92	\$403.92	\$0.00	\$0.00	\$403.92	100.00%	\$0.00	\$20.20
33	10-440.S Signage.Commitment	Signage	\$17,950.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$17,950.00	\$0.00
34	10-520.M Fire Protection Specialties.Materials	Fire Protection Specialties	\$803.52	\$803.52	\$0.00	\$0.00	\$803.52	100.00%	\$0.00	\$40.18
35	10-600.S Partitions.Commitment	Partitions	\$26,454.00	\$26,454.00	\$0.00	\$0.00	\$26,454.00	100.00%	\$0.00	\$1,322.70
36	10-800.M Toilet, Bath, and Laundry Specialties.Materials	Toilet, Bath, and Laundry Specialties	\$1,923.13	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,923.13	\$0.00
37	11-452.S Appliances.Commitment	Appliances	\$3,653.60	\$3,653.60	\$0.00	\$0.00	\$3,653.60	100.00%	\$0.00	\$182.68

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				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
				38	12-490.S Window Coverings.Commitment					
39	15-400.S Plumbing.Commitment	Plumbing	\$52,550.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	76.12%	\$12,550.00	\$2,000.00
40	15-500.S HVAC.Commitment	HVAC	\$96,932.25	\$94,731.95	\$0.00	\$0.00	\$94,731.95	97.73%	\$2,200.30	\$4,736.61
41	16-000.S Electrical.Commitment	Electrical	\$122,874.00	\$116,475.00	\$1,750.00	\$0.00	\$118,225.00	96.22%	\$4,649.00	\$5,911.25
42	17-010.O Contingency.Other	Allowance #1	\$5,000.00	\$3,115.11	\$0.00	\$0.00	\$3,115.11	62.30%	\$1,884.89	\$155.76
43	17-010.O Contingency.Other	Allowance #2	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,800.00	\$0.00
44	17-040.O Profit.Other	Overhead & Profit	\$86,074.20	\$73,500.00	\$4,000.00	\$0.00	\$77,500.00	90.04%	\$8,574.20	\$3,875.00
TOTALS:			\$1,721,484.00	\$1,480,929.93	\$39,433.30	\$0.00	\$1,520,363.23	88.32%	\$201,120.77	\$76,018.18

Change Orders

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					
			45	PCCO#001 Owner Change Order #1					
46	PCCO#002 Owner Change Order #2	\$34,932.66	\$30,743.91	\$1,737.50	\$0.00	\$32,481.41	92.98%	\$2,451.25	\$1,624.10
47	PCCO#003 Owner Change Order #3	\$16,743.87	\$11,568.35	\$3,066.00	\$0.00	\$14,634.35	87.40%	\$2,109.52	\$731.71
48	PCCO#004 Owner Change Order #4	\$27,895.67	\$0.00	\$7,214.45	\$0.00	\$7,214.45	25.86%	\$20,681.22	\$360.73
TOTALS:		\$139,944.79	\$81,805.26	\$18,677.95	\$0.00	\$100,483.21	71.80%	\$39,461.58	\$5,024.19

Grand Totals

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:						

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

City of Independence

**Request for a Conditional Use Permit Amendment to
Allow a Commercial Riding on the Property located 7220 Turner Road**

To: City Council
From: Mark Kaltsas, City Planner
Meeting Date: December 7, 2021
Applicant: Bellissimo Farms, LLC
Property Owner: Bellissimo Farms, LLC
Location: 7220 Turner Road

Request:

Bellissimo Farms, LLC (Applicant/Owner) requests that the City consider the following action for the property located at 7220 Turner Road (PID No. 28-118-24-14-0006) in Independence, MN:

- a. A conditional use permit amendment to allow a building addition associated with an commercial riding stable on the subject property.

Property/Site Information:

The property is located on the north side of Turner Road between CSAH 90 and CSAH 92. The property is comprised of an existing home, barn and several additional detached accessory structures. The property has pasture areas, paddocks and a small wetland. The property has the following characteristics:

Property Information: 7220 Turner Road

Zoning: *Agriculture*

Comprehensive Plan: *Agriculture*

Acreage: *21.46 acres*

Subject Property



Discussion:

The applicant currently has an existing home with large barn and indoor riding arena on the subject property. The applicant received a conditional use permit to allow commercial boarding on the property in

2018. The applicant is now asking the City to consider allowing an expansion of the existing barn to accommodate additional stalls, tack space, washing area and other similar uses. The proposed building addition would add an additional 1,824 SF to the existing building. Because the property has an existing conditional use, any expansion of the use or buildings requires an amendment.

The applicant is noting that the additional space is for their personal use and is not seeking the ability to increase the number of horses allowed to be boarded on the property. It is noted that this site can accommodate a total of 20 animals. The existing CUP allows for a total of 7 horses to be commercially boarded along with the balance of allowable animal units for personal use.

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

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

The City has discussed the proposed plans with the applicants representative. The proposed expansion of the existing building does not appear to intensify the use of the property and would not add to the commercial use. The proposed building addition would meet all applicable setbacks (does not extend beyond the existing building). Given the location of the property off of Turner Road, the orientation of the buildings and their relationship to the surrounding properties, and the existing use of the property, it appears that the proposed application can be found to meet the requirements for granting a conditional use permit amendment of the commercial riding stable. It should be noted that the CUP has been in compliance with all applicable standards and there are no known deficiencies.

Neighbor Comments:

The City has not received any written or oral comments regarding the proposed conditional use permit.

Planning Commission Discussion and Recommendation:

Commissioners clarified that there was no increase in the number of horses that could be boarded as a result of the requested amendment. It was noted that no increase in the number of boarded horses was being requested. Commissioners found that the criteria for granting an amendment to the conditional use permit were satisfied by the applicant and recommended approval to the City Council.

Recommendation:

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

1. The proposed conditional use permit amendment request meets all applicable conditions and restrictions stated in Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.
2. All conditions of the initial conditional use permit shall remain in full force:
 - a) The conditional use permit will be reviewed annually by the City to ensure conformance with the conditions set forth in the resolution.
 - b) Any new signage shall comply with all applicable standards of the City's ordinance.
 - c) No more than 7 horses shall be boarded on the property.
 - d) The applicant and facility must operate in compliance with manure management permit from MPCA. A copy of the valid MPCA permit is to be attached to and become a part of the conditional use permit.
 - e) A minimum of 1/3 acre or green covered open space, excluding wetland, is required within the horse facility, for each horse allowed by this permit. Grass shall be maintained and be the primary groundcover in all pasture areas.
 - f) The hours of operation are: summer 9:00 am – 10:00 pm.
 - g) Four (4) horse training clinics will be permitted per year and shall comply with the following provisions:
 - The horse clinics shall occur during the permitted hours of operation.
 - No more than 10 participants shall be permitted at each clinic.

- h) No renting of hack horses.
 - i) No riding on adjacent private land unless authorized by owners.
 - j) No parking on public roads.
 - k) Utilize appropriate management practices to control flies and odor.
 - l) No future expansion of the barn and riding arena shall be permitted on the property without the further review and approval by the City through the conditional use permit amendment process.
3. The applicant shall pay for all costs associated with the review and recording of the resolution.

Attachments:

1. **RESOLUTION No. 21-1207-01**
2. Applicants Narrative
3. Site Plan/Survey



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-01

**A RESOLUTION GRANTING APPROVAL OF AN AMENDMENT TO THE
CONDITIONAL USE PERMIT AS REQUESTED BY BELLISSIMO FARMS, LLC
FOR THE PROPERTY LOCATED AT 7220 TURNER ROAD**

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

WHEREAS, the City adopted a comprehensive plan in 2010 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS Bellissimo Farms, LLC (Applicant/Owner) requests that the City consider the application for a CUP amendment for the property located at 7220 Turner Road (PID No. 28-118-24-14-0006) (the “Property”); and

WHEREAS, the Property is zoned Agriculture; and

WHEREAS, the Property is legally described on Exhibit A attached hereto; and

WHEREAS the requested Conditional Use Permit amendment meets all requirements, standards and specifications of the City of Independence zoning ordinance for Agriculture lots; and

WHEREAS the Planning Commission held a public hearing on November 16, 2021, to review the application for a Conditional Use Permit amendment, following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MINNESOTA, that it should and hereby does approve the application by

Bellissimo Farms, LLC for a Conditional Use Permit amendment per the City's zoning regulations with the following conditions:

1. The proposed conditional use permit amendment request meets all applicable conditions and restrictions stated in Chapter V, Section 510, Zoning, in the City of Independence Zoning Ordinance.
2. All conditions of the initial conditional use permit shall remain in full force:
 - a) The conditional use permit will be reviewed annually by the City to ensure conformance with the conditions set forth in the resolution.
 - b) Any new signage shall comply with all applicable standards of the City's ordinance.
 - c) No more than 7 horses shall be boarded on the property.
 - d) The applicant and facility must operate in compliance with manure management permit from MPCA. A copy of the valid MPCA permit is to be attached to and become a part of the conditional use permit.
 - e) A minimum of 1/3 acre or green covered open space, excluding wetland, is required within the horse facility, for each horse allowed by this permit. Grass shall be maintained and be the primary groundcover in all pasture areas.
 - f) The hours of operation are: summer 9:00 am – 10:00 pm.
 - g) Four (4) horse training clinics will be permitted per year and shall comply with the following provisions:
 - The horse clinics shall occur during the permitted hours of operation.
 - No more than 10 participants shall be permitted at each clinic.
 - h) No renting of hack horses.
 - i) No riding on adjacent private land unless authorized by owners.
 - j) No parking on public roads.
 - k) Utilize appropriate management practices to control flies and odor.
 - l) No future expansion of the barn and riding arena shall be permitted on the property without the further review and approval by the City through the conditional use permit amendment process.
3. The applicant shall pay for all costs associated with the review and recording of the resolution.

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of _____ ayes and _____ nays.

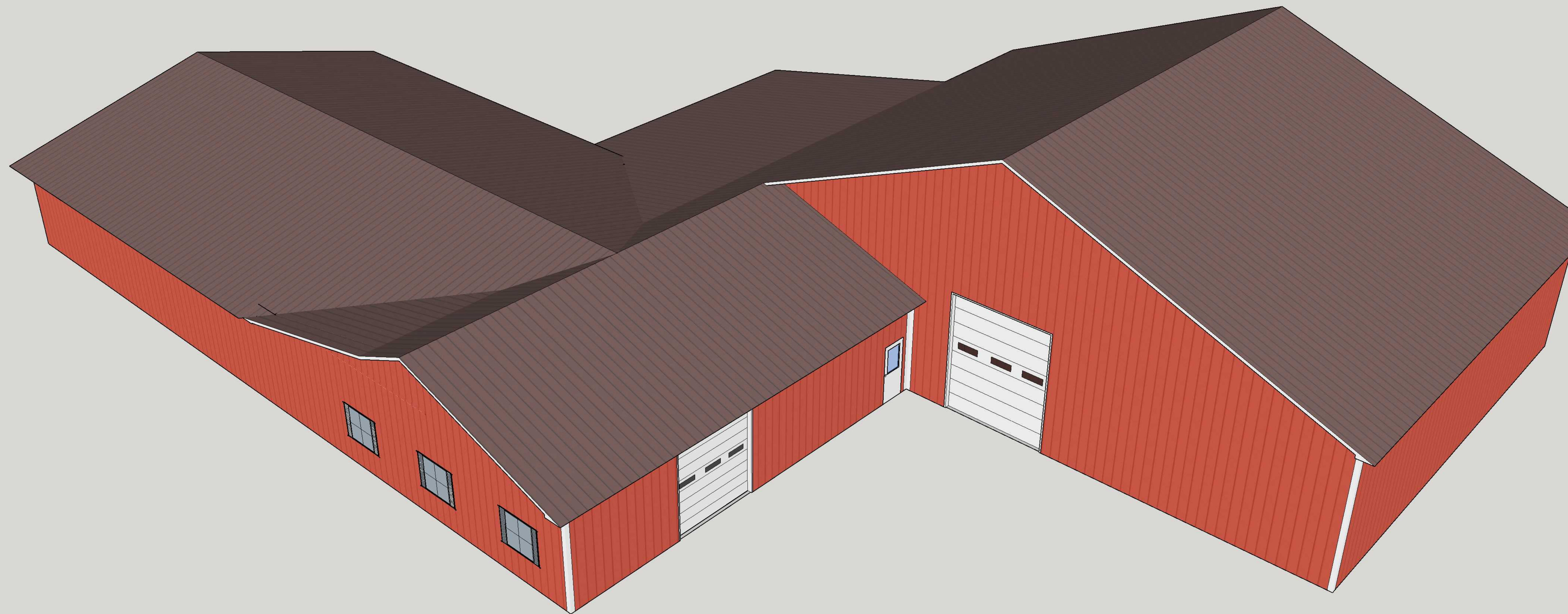
Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

EXHIBIT A
(Legal Description of Property)

Horse Barn Addition



Company Name
Berg Companies
5145 Industrial Street Suite #1
Maple Plain, MN 55359

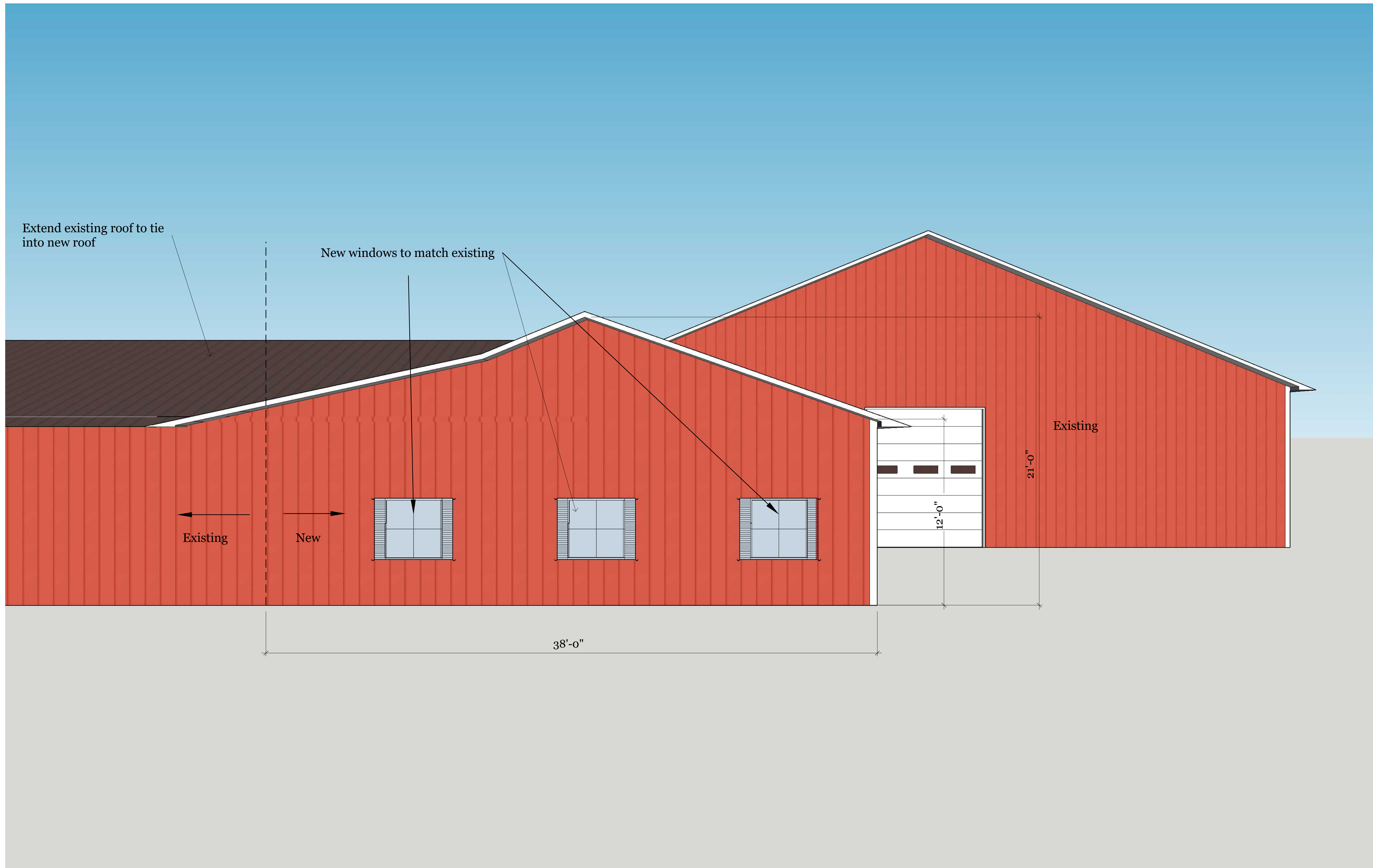
PROJECT
Horse Barn Addition

DRAWN BY
Nate Lysne

ISSUE
9.10.21

DESCRIPTION
Overall

A0.1



Company Name
Berg Companies
5145 Industrial Street Suite #1
Maple Plain, MN 55359

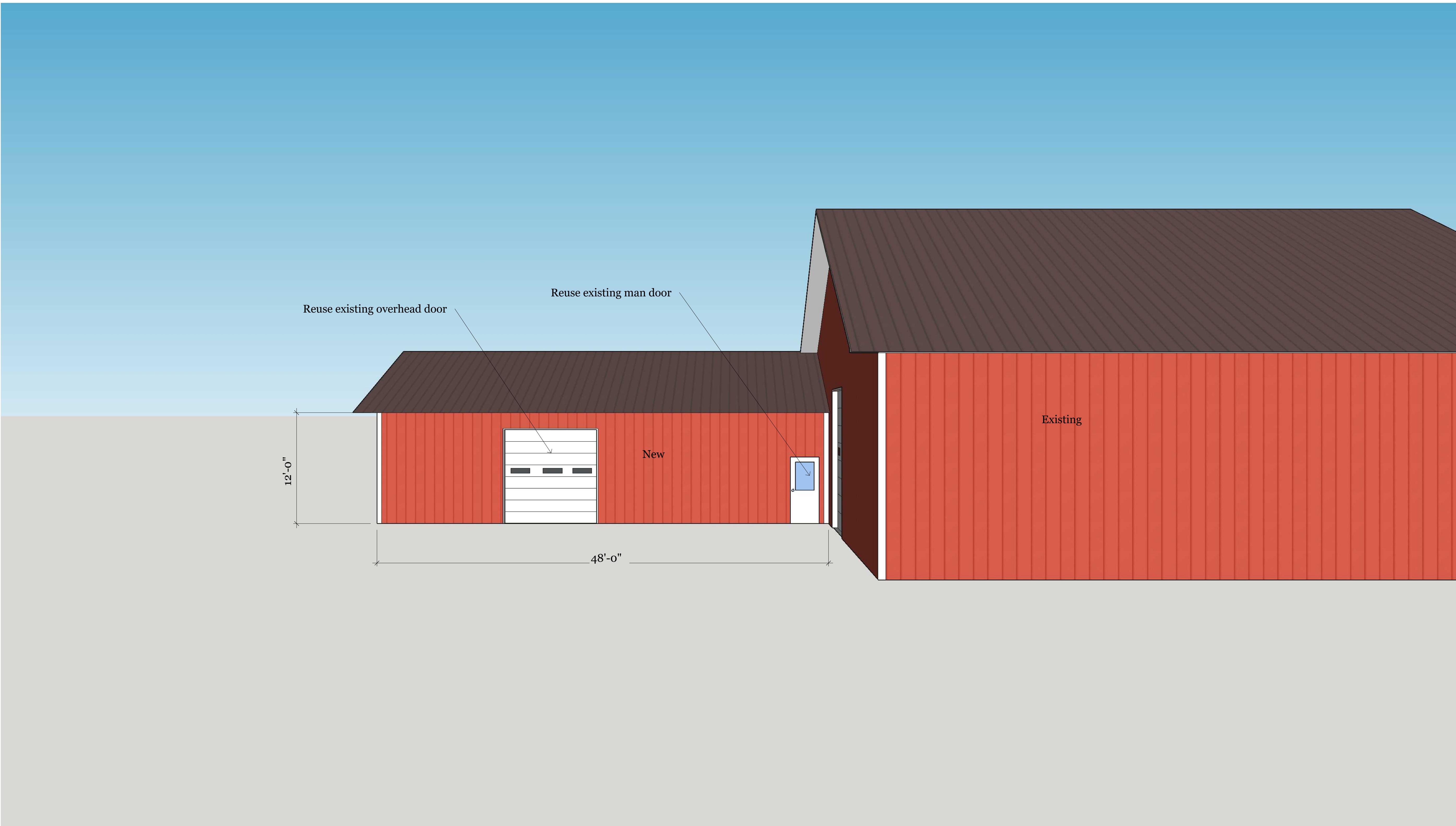
PROJECT
Horse Barn Addition

DRAWN BY
Nate Lysne

ISSUE
9.10.21

DESCRIPTION
Front Elevation

A0.2



Company Name
Berg Companies
5145 Industrial Street Suite #1
Maple Plain, MN 55359

PROJECT
Horse Barn Addition

DRAWN BY
Nate Lysne

ISSUE
9.10.21

DESCRIPTION
Front Elevation

A0.3

Company Name
Berg Companies
5145 Industrial Street Suite #1
Maple Plain, MN 55359

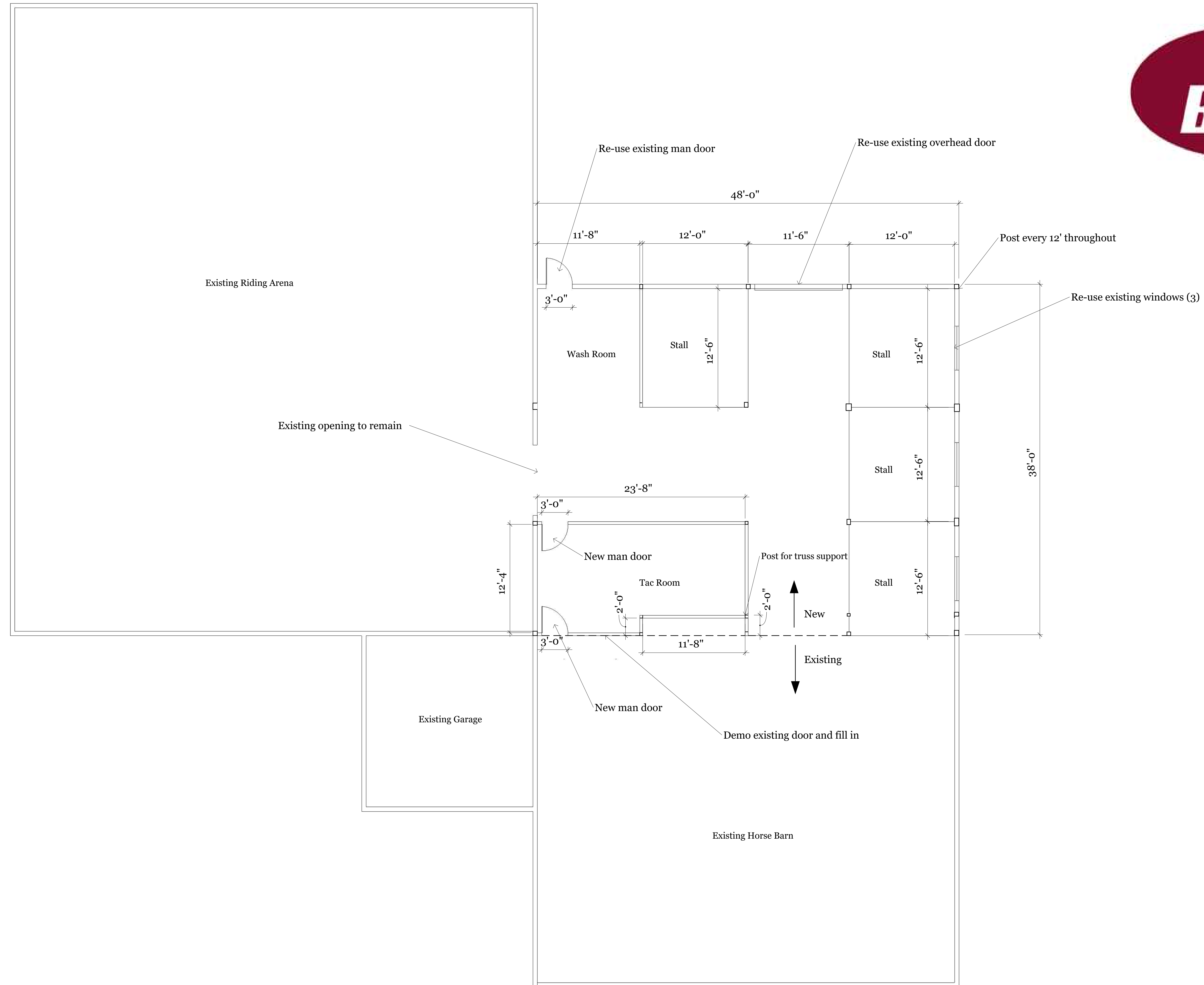
PROJECT
Horse Barn Addition

DRAWN BY
Nate Lysne

ISSUE
9.10.21

DESCRIPTION
Existing Conditions





Company Name
Berg Companies
5145 Industrial Street Suite #1
Maple Plain, MN 55359

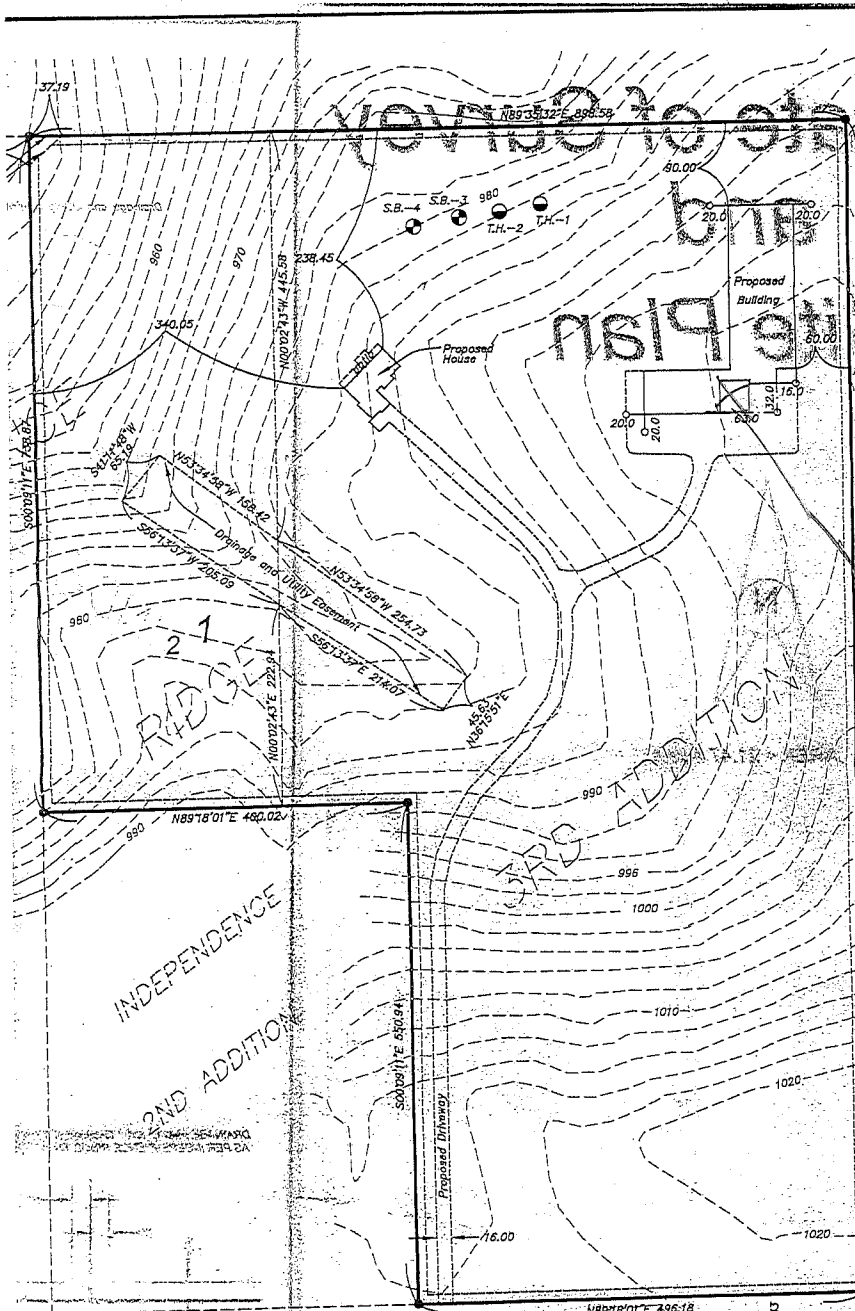
PROJECT
Horse Barn Addition

DRAWN BY
Nate Lysne

ISSUE
9.10.21

DESCRIPTION
Floor Plan
3/16" = 1'-0"

A0.5



100-1103
38 X 48

Certificate of Survey and
 Plan on Lot 2
 INDEPENDENCE
 GE THIRD ADDITION

Requested By: _____
 Date: _____
 Drawn By: **Dan Deikel**
 Scale: _____
 Checked By: _____

City of Independence

Request for a Minor Subdivision and Variance to Permit a Lot Line Rearrangement for the Property Located Near 1730 County Line Road

To: City Council
From: Mark Kaltsas, City Planner
Meeting Date: December 7, 2021
Applicant/Owner: Anita Branson/ P H Roth/A L Branson Et Al
Location: 1730 County Line Road

Request:

Anita Branson (Applicant/Owner) requests that the City consider the following actions for the property generally located near 1730 County Line Rd SE (PID No. 19-118-24-34-0002) in Independence, MN:

1. A variance to permit the subdivision of property zoned AG-Agriculture that does not meet the minimum of 40 acres to qualify for a rural view lot subdivision.
2. A minor subdivision to permit the subdivision of the subject property into two parcels based on the bisection created by County Line Road.

Property/Site Information:

The subject property is located on the west side of Nelson Road and is bisected by County Line Road (property on both sides). There are no structures located on the property. The property has the following site characteristics:

Property Information: PID No. 19-118-24-34-0002

Zoning: Agriculture

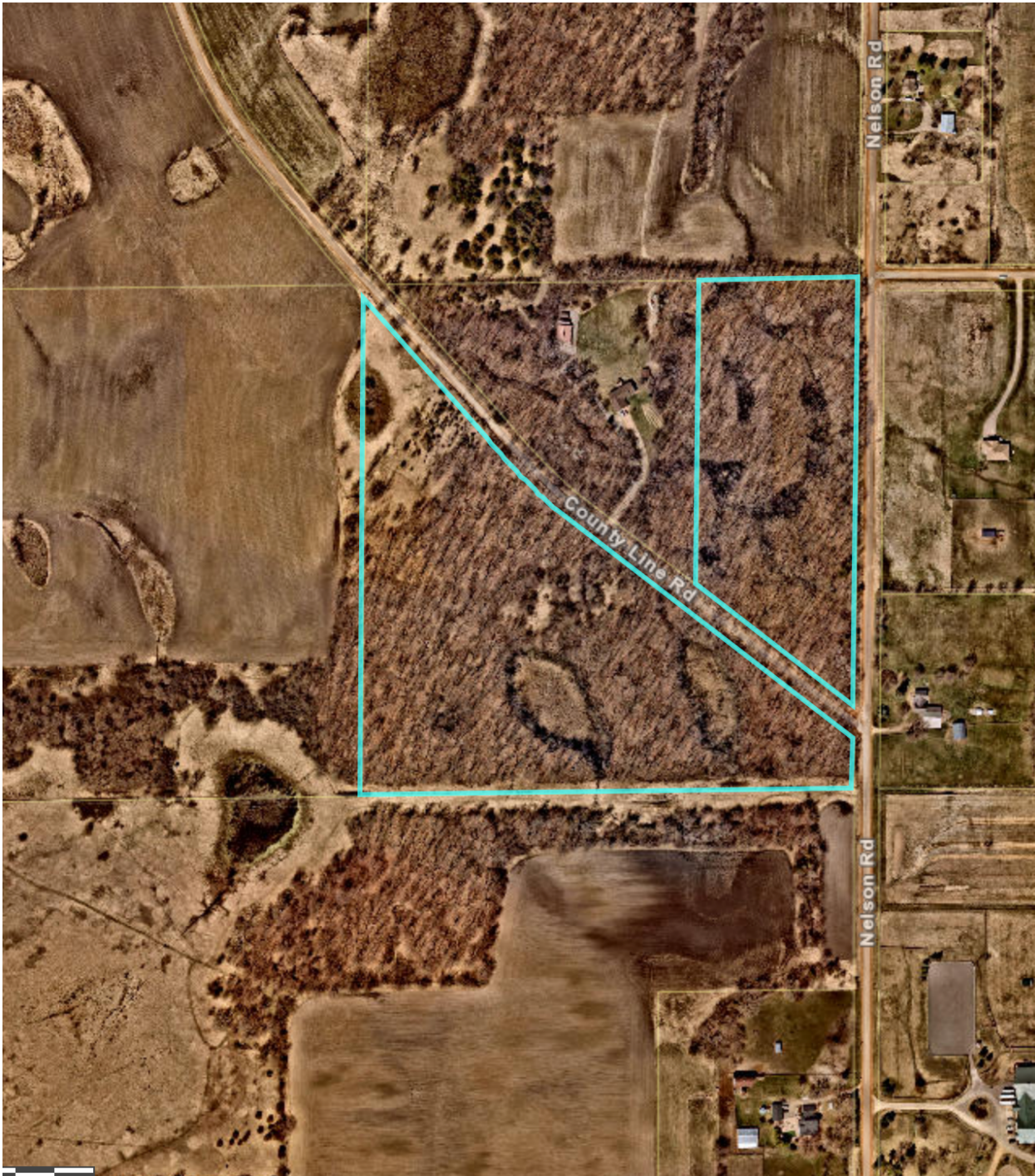
Comprehensive Plan: Agriculture

Acreage (Before): 30.41 acres

Acreage (After – Tract A): 20.26 acres

Acreage (After – Tract B): 10.05 acres

County Line Road Property



Discussion:

The applicant is seeking a variance to allow the minor subdivision of a property that does not meet the minimum lot size requirements of 40 acres for properties zoned AG-Agriculture.

This property is one of the handful of properties that the City has been previously identified as being bisected by an existing right of way. The separation of the property by right of way places some limitations on the use of the property, and the City has discussed that these properties are generally perceived to be subdivided even though they are still a single parcel. This parcel is approximately 30 acres in size and does not qualify for a rural view lot subdivision (min. of 40 acres). The applicant is asking the City to consider granting a variance to allow the subdivision of a property that is less than 40 acres and a minor subdivision to allow the two sides of the property to be formerly subdivided.

Two parcels would be created as a result of the proposed subdivision:

Tract A: 20.26 acres

Tract B: 10.05 acres

The City has reviewed the request and offers the following considerations in addition to the criteria for granting a variance which are note below:

- Both properties have adequate frontage (more than 300 LF) to meet the requisite minimum lot frontage requirements.
- Both properties have some wetlands, but considerably more than 2.5 acres of buildable upland.
- The City has received verification of a primary and secondary septic system and found the report to meet applicable criteria.
- The City will require the dedication of the requisite perimeter drainage and utility easements.

520.21. Standards for granting variances. Subdivision 1. The City Council may grant a variance from the terms of this zoning code, including restrictions placed on nonconformities, in cases where: 1) the variance is in harmony with the general purposes and intent of this zoning code; 2) the variance is consistent with the comprehensive plan; and 3) the applicant establishes that there are practical difficulties in complying with the zoning code (Amended, Ord. 2011-08)

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

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

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

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

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

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

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

Consideration of the criteria for granting a variance:

- a. The applicant is proposing to use the property in a manner that is consistent with the AG-Agriculture zoning district.
- b. The property conditions were not created by the applicant and were essentially an existing condition of the property.
- c. The size of the parcels proposed to be created is in keeping with the character, size and general conditions of the surrounding area.

The newly created Tract B will be required to pay the City's requisite Park Dedication fee. For the proposed property, the park dedication requirement is \$7,287.50. This fee will need to be paid prior to recording the subdivision.

*Park dedication fee of \$3,500 per lot up to 4.99 acres,
plus \$750 per acre for each acre over 5 acres*

The proposed rural view lot subdivision appears to meet all applicable standards of the City. The proposed subdivision is in keeping with the character of the surrounding area and will allow the development of both lots in a manner that can accommodate a future residential structure. The proposed variance to allow a minor subdivision appears to meet all of the applicable standards of the City's zoning and subdivision ordinance.

Planning Commission Discussion and Recommendation:

Commissioners asked if the property had been previously subdivided. It was noted that the City was not aware of a previous subdivision that would have occurred following the adoption of the current rural view lot standards. Commissioners noted that this topic has been previously discussed and it has been generally accepted that properties which are separated by a public road can be subdivided if all applicable standards can be met. Commissioners found that the criteria for granting a variance were satisfied by the applicant and recommended approval to the City Council.

Neighbor Comments:

The City has not received any written comments regarding the proposed variance and minor subdivision.

Recommendation:

The Planning Commission is recommending approval of the requested variance and minor subdivision with the following findings:

1. The proposed variance and 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 rural view lot subdivision is subject to the following:
 - a. The Applicant shall pay the park dedication fees in the amount of \$7,287.50, for the newly created Tract B, prior to the applicant receiving final approval to record the subdivision by the City.
 - b. The Applicant shall provide the City with verification that both Tract A and Tract B can accommodate a primary and secondary on-site septic system.
3. The Applicant shall pay for all costs associated with the City's review of the requested variance and minor subdivision.
4. The Applicant shall record the subdivision and City Council Resolution with the county within six (6) months of approval.
5. The Applicant shall execute and record the requisite drainage and utility easements with the county within six (6) months of approval.

Attachments:

1. **RESOLUTION No. 21-1207-02**
2. Application
3. Existing and Proposed Subdivision Survey



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-02

**A RESOLUTION GRANTING APPROVAL OF A VARIANCE WHICH WILL ALLOW
A MINOR SUBDIVISION FOR THE PROPERTY
NEAR 1730 COUNTY LINE ROAD (PID No. 19-118-24-34-0002)**

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

WHEREAS, the City adopted a Comprehensive Plan in 2010 to guide the development of the community; and

WHEREAS, the City has adopted a Zoning and Subdivision Ordinance and other official controls to assist in implementing the Comprehensive Plan; and

WHEREAS, Anita Branson (Applicant/Owner) requests that the City consider a variance to allow a minor subdivision for the property generally located near 1730 County Line Rd SE (PID No. 19-118-24-34-0002) in Independence, MN:

WHEREAS, the Property is legally described on Exhibit A attached hereto; and

WHEREAS, the Property is zoned AG-Agriculture; and

WHEREAS, the requested minor subdivision meets all requirements, standards and specifications of the City of Independence subdivision and zoning ordinance for Agriculture Property; and

WHEREAS, the City held a public hearing on November 16, 2021 to review the application for a variance and minor subdivision, following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF INDEPENDENCE, MINNESOTA**, that it should and hereby does approve the

application by Anita Branson for a variance and minor subdivision per the City’s subdivision and zoning regulations with the following conditions:

1. The proposed variance and 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 rural view lot subdivision is subject to the following:
 - a. The Applicant shall pay the park dedication fees in the amount of \$7,287.50, for the newly created Tract B, prior to the applicant receiving final approval to record the subdivision by the City.
 - b. The Applicant shall provide the City with verification that both Tract A and Tract B can accommodate a primary and secondary on-site septic system.
3. The Applicant shall pay for all costs associated with the City’s review of the requested variance and minor subdivision.
4. The Applicant shall record the subdivision and City Council Resolution with the county within six (6) months of approval.
5. The Applicant shall execute and record the requisite drainage and utility easements with the county within six (6) months of approval.

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

EXHIBIT A
(Legal Description of Property)



City of Independence
MINNESOTA

Fire (/community/emergency-services)

Bill Pay (/bill-pay)

(/)

Home Page (/) / Apps & Forms (/apps-forms)

PLANNING APPLICATION

Applicant Information

First Name *

Anita

Middle Name

Louise

Last Name *

Branson

Street Address

1730 County Line RD SE

City *

Delano

State *

Minnesota

Zip *

55328

Primary Phone *



539722407

CITY OF INDEPENDENCE
Boundary Ph MINNESOTA

763-972-2407

(/)

Email *

jbab1730@frontier.com

Is the applicant same as owner? * Yes No

This field is required.

Planning Application Type

- Subdivision
- Conditional Use Permit
- Comprehensive Plan Amendment
- Rezoning
- Interim Use Permit
- Planning / Building
- Variance
- Site Plan Review
- Accessory Height Review
- Ordinance Amendment
- Grading Permit
- Other

Subdivision Type

- Lot Line Rearrangement
- Minor Subdivision (3 lots or less)
- Final Plan
- Rural View Lot
- Preliminary Plan

Proposal

Please describe here * *see attached*

request included in the agenda for the Planning Commission Meeting scheduled for

Documents

Supporting Documents *

- Site Survey (Existing Conditions)
- Building Plans
- Wetland Delineation
- Site Survey (Proposed Conditions)
- Construction Plans
- Preliminary/Final Plan

Upload Documents *



Upload a file CITY OF INDEPENDENCE MINNESOTA



(/) Applicant's Signature *

Amie L Brown

Reset Signature

Minnesota State Statutes require local governments to review land use and zoning applications within 15 days of submission to determine if an application is complete and or if additional information is needed to complete the review. To ensure that the City has the requisite information, applicants shall schedule a pre-application meeting with the City Planner/Administrator at least two weeks prior to application submittal. The City will notify applicants if additional time is required to complete the review of an application due to meeting schedules or similar procedural requirements.

Application for Planning Consideration Fee Statement

The City of Independence approves a fee schedule annually per City Ordinance. The City has established a nexus between the cost of processing the application and the fees collected. The City utilizes the fee and deposit to pay for all costs associated with processing the application. The City utilizes consultants and City staff to process and complete the review of the application. Should the cost of processing and reviewing the application exceed the amount of fee and deposit collected, the City will bill the additional costs directly to the applicant and or ask for additional deposit funds. The City attempts to provide a detailed invoice to applicants within 90 days of the City's final consideration of the application. By signing this form, the applicant recognizes that he/ she is solely responsible for any and all fees associated with the processing and review of the application regardless of the outcome and or withdrawal of the application after the City has commenced the review process. I UNDERSTAND THE FEE STATEMENT AND RESPONSIBILITIES ASSOCIATED WITH THIS APPLICATION:

Submit

Planning Application description:

RE: Parcel ID 19-118-24-34 0002 – I believe that you have discussed this division request with Kelly Brouwer on several occasions in the last month or month and a half. The property belonged to June Sutton until her passing. It now belongs to “Roth Family Properties” of whom I am a member. Legal ownership may not show up on Hennepin County records yet. However, the documents have been submitted/filed. We wish to split this property between the south and north sides of County Line RD. The south side consists of 20.26 acres and the north side 10.05 acres per the recent survey – copy included.

We would like to be on the Planning Commission Meeting scheduled for November 16, 2021.

Thank you,

Anita Branson
763-972-2407
1730 County Line RD SE
Delano, MN 55328

No internet connection.

← Back ↶ ↷ → Archive Move Delete Spam

10/24/21 10:31:35 AM GDT

Anita,

I'm writing today to keep you updated on my conversation with the planner at the City of Independence, Mark Kaltsas. I had asked him about splitting the 27 acre parcel (PID 1911824340002) as well as the question about confirming driveway access for PID 1911824330002.

He has said that he will look into the access question at PID 1911824340002 and will get back to me.

He has also said that it is likely that the city would grant the request for a variance to split the 27 acre parcel into two parcels (using the road as a dividing line -- one 17-acre parcel and one 10-acre parcel), but he didn't know if the city would allow you two 5-acre parcels on Nelson Road. I've asked him to send me the variance paperwork for us to look at. I'll forward that to you when he gets back to me.

For your reference, attached is a copy of the sketch that I sent to him when asking him those questions as well as the aerial photo with some potential wetlands shown in red.

Please feel free to call me with any questions.

Sincerely,

Kelly Brouwer
Schoborg Land Services, Inc.
763-442-2715 (mobile)
763-972-3221 (office)
kelly@SchoborgLand.com

----- Forwarded Message -----

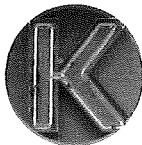
From: Kelly - Schoborg Land Services, Inc.
<kelly@schoborgland.com>
To: Mark Kaltsas <mark@terra-mark.com>
Sent: Tuesday, August 24, 2021, 11:04:46 AM CDT
Subject: Re: Survey for PIDs 1911824330002 & 1911824340002

See attached -- on the Hennepin County wetland layers for PID 1911824330002, it looks like the nearby probably wetland doesn't impede that 50-foot portion. Please do check with PW to confirm (what's PW stand for?), and let me know if they need us to stake that area of the right of way prior to a determination being made. The owners are nearing the point where they're going to list that parcel for sale and would need to prove availability to access it.

Regarding the split at PID 1911824340002, please send me the paperwork for the variance application. Thank you.

Kelly Brouwer
Schoborg Land Services, Inc.
763-442-2715 (mobile)
763-972-3221 (office)
kelly@SchoborgLand.com

On Tuesday, August 24, 2021, 10:31:35 AM CDT, Mark Kaltsas <mark@terra-mark.com> wrote:



Kelly - Schoborg Land Services, Inc.

kelly@schoborgland.com
(763) 442-2715
+ Add to contacts



Kelly,

No internet connection.

Currently there is only one entitlement for the property id 1911824340002. The minimum lot size for the City to consider granting subdivision of the property is 40 acres. The City has considered allowing a subdivision of property through a variance process for properties that are separated by a public road. This would be a possibility in this case. I am not sure if the City would consider allowing two lots on the north side of the property. The property id 1911824330002 is an existing lot of record. I have not looked at a potential driveway location along that 50', but could have PW look at the general location to see if it would be an acceptable driveway location. You may want to consider whether or not there is a wetland or other obstacle in that general area?

Please let me know if you have any questions or comments?

Thanks,

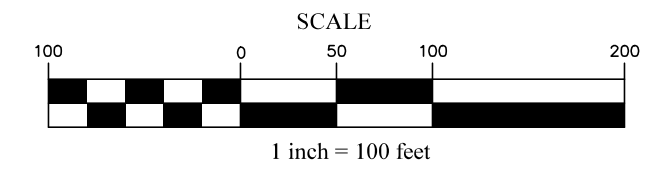
Certificate of Survey

Prepared for:
Anita Branson



Legend

- Found Iron Monument
- Set Iron Monument (LS 14700)
- ⊙ Cast Iron Monument



Existing PID No.1911824340002 (per Doc. No. A10551166)
The Southeast Quarter of the Southwest Quarter of Section 19,
Township 118 North, Range 24 West, less the following described tract:

That part of the Southeast Quarter of the Southwest Quarter lying
northerly of the center line of county line road, EXCEPT the East
440.00 feet thereof, all in Section 19, Township 118 North, Range 24
West.

Proposed Tract A
That part of the Southeast Quarter of the Southwest Quarter lying
southerly of the center line of County Line Road, Section 19, Township
118 North, Range 24 West, Hennepin County, Minnesota.

Subject to road right-of-way.
Subject to any and all easements of record.

Proposed Tract B
That part of the East 440.00 feet of the Southeast Quarter of the
Southwest Quarter lying northerly of the center line of County Line
Road, Section 19, Township 118 North, Range 24 West, Hennepin
County, Minnesota.

Subject to road right-of-way.
Subject to any and all easements of record.

Surveyor's Note
The right of way of County Line Road is shown on this survey as 33
feet on both sides of traveled center line, per the county half section
map. The owner states that the oral testimony of previous owners
indicated that it is actually a cartway. We have inquired with the city
and county regarding the road alignment and right of way width, but
no supporting legal documentation was able to be provided, to date.

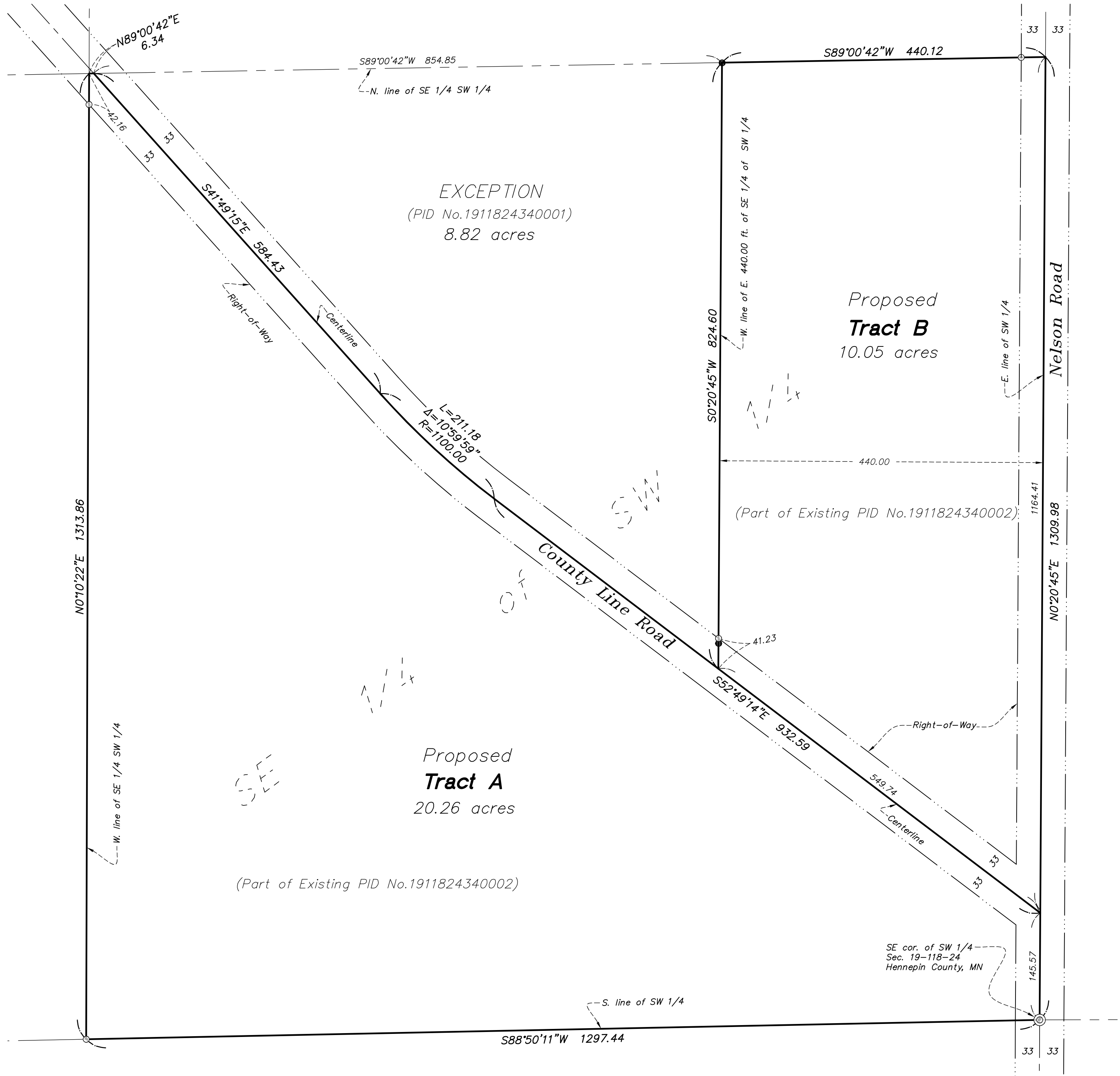
Bearings based on Hennepin County coordinate system.

I hereby certify that this certificate of survey was prepared by me
or under my direct supervision and that I am a duly Registered
Land Surveyor under the laws of the State of Minnesota.

Paul B. Schoborg
Paul B. Schoborg

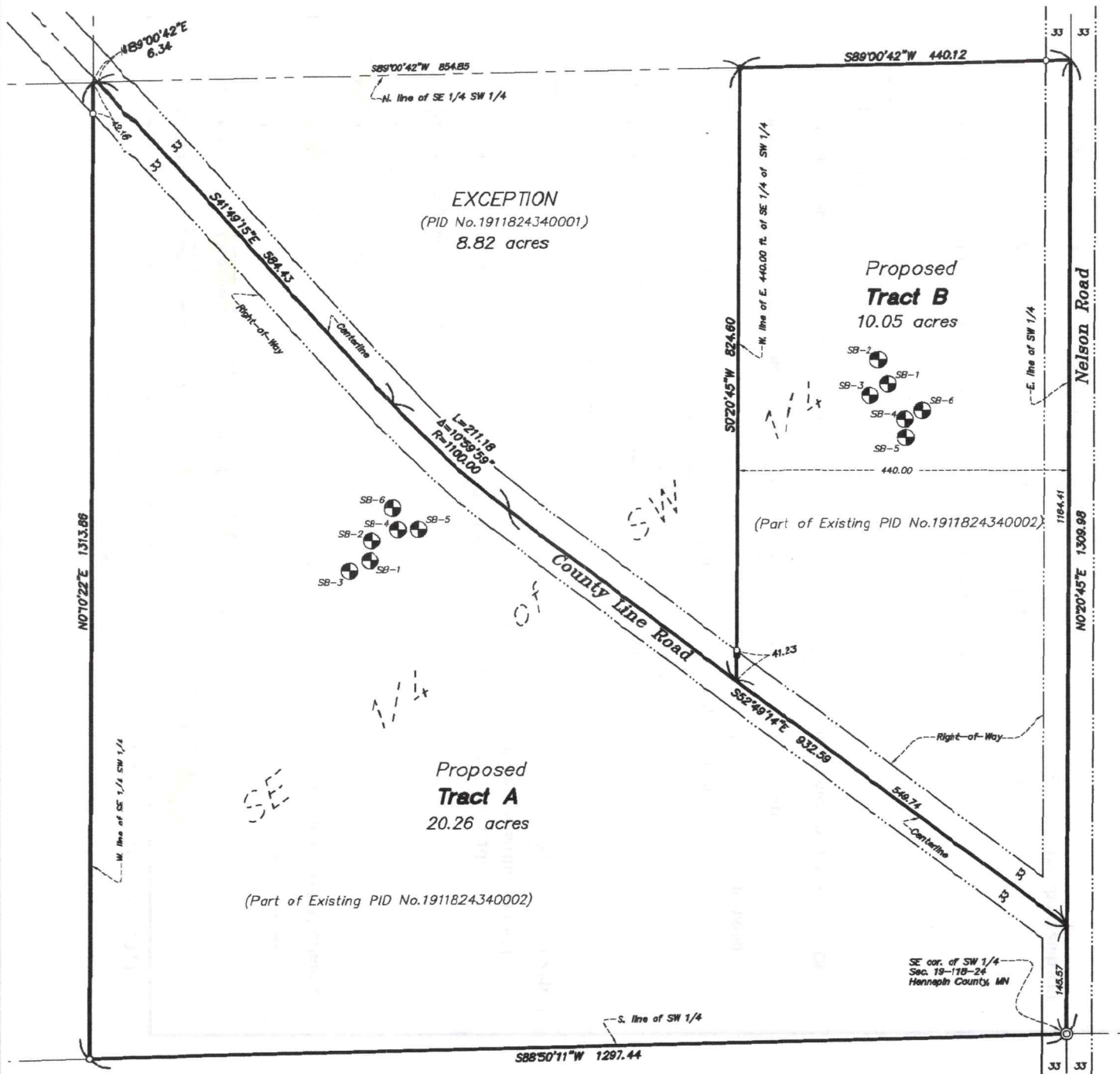
Date: October 5, 2021 Registration No. 14700

SCHOBORG LAND SERVICES INC.	Job Number: 9360
	Survey Date: 9/29/21
	Drawing Name: branson.dwg
	Drawn by: DMS
	Revisions:
763-972-3221 8997 Co. Rd. 13 SE www.SchoborgLand.com Delano, MN 55328	



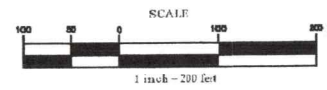
Certificate of Survey

Prepared for:
Anita Branson



Legend

- Found Iron Monument
- Set Iron Monument (LS 14700)
- ⊙ Cast Iron Monument
- ⊕ Soil Boring



Existing PID No. 1911824340002 (see Doc. No. A10581188)
The Southeast Quarter of the Southwest Quarter of Section 18, Township 118 North, Range 24 West, less the following described tract:

That part of the Southeast Quarter of the Southwest Quarter lying northerly of the center line of county line road, EXCEPT the East 440.00 feet thereof, all in Section 18, Township 118 North, Range 24 West.

Proposed Tract A

That part of the Southeast Quarter of the Southwest Quarter lying southerly of the center line of County Line Road, Section 18, Township 118 North, Range 24 West, Hennepin County, Minnesota.

Subject to road right-of-way.
Subject to any and all easements of record.

Proposed Tract B

That part of the East 440.00 feet of the Southeast Quarter of the Southwest Quarter lying northerly of the center line of County Line Road, Section 18, Township 118 North, Range 24 West, Hennepin County, Minnesota.

Subject to road right-of-way.
Subject to any and all easements of record.

Surveyor's Note

The right of way of County Line Road is shown on this survey as 33 feet on both sides of traveled center line, per the county half section map. The owner states that the oral testimony of previous owners indicated that it is actually a cartway. We have inquired with the city and county regarding the road alignment and right of way width, but no supporting legal documentation was able to be provided, to date.

Bearings based on Hennepin County coordinate system.

I hereby certify that this certificate of survey was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

Paul B. Schoborg
Paul B. Schoborg

Date: November 23, 2021 Registration No. 14700

SCHOBORG
LAND SERVICES
INC.

Job Number: 9360
Survey Date: 9/28/21, 11/22/21
Drawing Name: branson.dwg
Drawn by: DMS
Revisions: 11/23/21 (soil borings)

783-972-3221 8967 Co. Rd. 13 SE
www.SchoborgLand.com Belton, MN 55328

City of Independence

**Request for a Variance from the Side Yard Setback for the
Property Located at 3110 County Road 90**

To: City Council
From: Mark Kaltsas, City Planner
Meeting Date: December 7, 2021
Applicant: Jeremy and Sadie Kolbe
Owner: Jeremy and Sadie Kolbe
Location: 3110 County Road 90

Request:

Jeremy and Sadie Kolbe (Applicants/Owners) are requesting the following action for the property located at 3110 County Road 90 (PID No. 14-118-24-22-0004) in Independence, MN:

- a. A variance for a reduced side yard setback to allow the expansion of the existing home in alignment with and using the same setback as the existing home.

Property/Site Information:

The subject property is located on the east side of County Road 90, just north of Wood Hill Lane. There is an existing home and detached accessory building on the subject property.

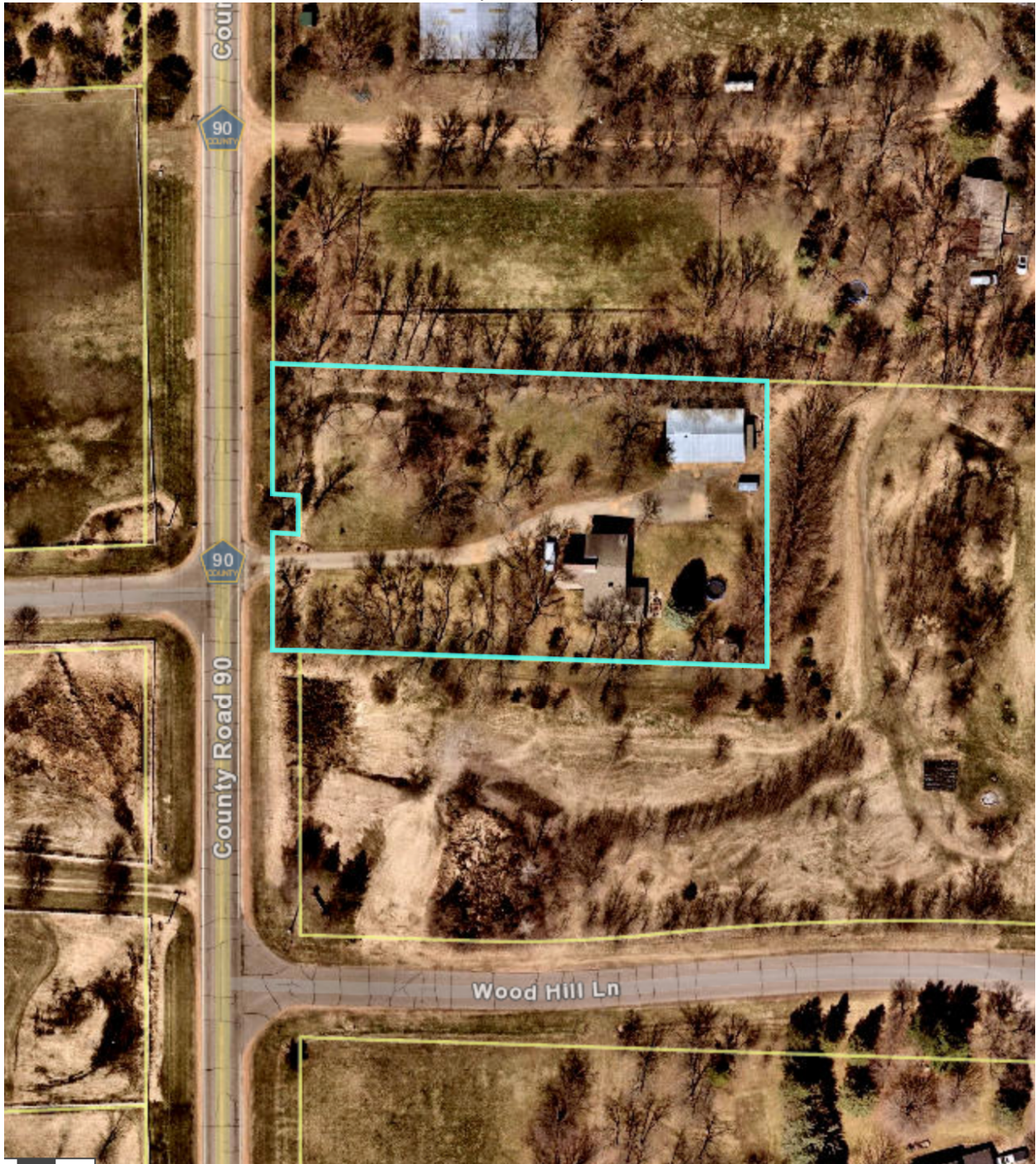
Property Information: 3110 County Road 90

Zoning: *AG-Agriculture*

Comprehensive Plan: *Rural Residential*

Acreage: 1.35 acres

3110 County Road 90 (blue line)



Discussion:

The applicant is seeking approval to construct an addition onto the existing home. The addition includes living space as well as a new garage. The existing home is currently a legal non-conforming structure that

does not meet all applicable setbacks for this property. Specifically, the home does not meet the south side yard setback (30 feet required).

The applicant is asking the City to consider granting a variance from the side yard setback (south property line) to allow an expansion of the existing home that is in line with the existing side yard setback. The City requires a side yard setback of 30 feet for properties zoned AG-Agriculture. The existing home is located 28.55 feet from the south side property line and the proposed addition would be located 28.87. The applicant is proposing to construct the home addition to extend west and in line with the existing home. The proposed expansion would be setback slightly more than the existing home. The existing home is not perfectly parallel to the south property line. The resulting variance to the side yard setback would be 1.13 feet. The required setbacks for properties zoned AG-Agriculture are as follows:

Front Yard Setback:

Required: 85 feet from centerline or 51 feet from the ROW

Existing: ±211 feet from centerline

Rear Yard Setback:

Required: 40 feet

Existing: ±78 feet

Side Yard Setback (West Side):

Required: 30 feet

Existing: 28.55 feet

Proposed: 28.87 feet (variance of 1.13 feet)



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

520.21. Standards for granting variances. Subdivision 1. The City Council may grant a variance from the terms of this zoning code, including restrictions placed on nonconformities, in cases where: 1) the variance is in harmony with the general purposes and intent of this zoning code; 2) the variance is consistent with the comprehensive plan; and 3) the applicant establishes that there are practical difficulties in complying with the zoning code (Amended, Ord. 2011-08)

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

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

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

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

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

Consideration of the criteria for granting a variance:

- a. Residential use of the property is consistent with the AG-Agriculture Zoning District.
- b. The existing house is currently a legal non-conforming structure.
- c. The character of the surrounding area is residential. The proposed expansion and remodel of a single-family home is in keeping with the surrounding area.

There are several additional items that could be considered by the City:

- 1. Staff discussed alternative options for expanding the existing home with the applicant. The proposed addition stays in line with the existing structure and allows for the remodel of the existing home without jogging the house 1.13 feet to the north to comply with applicable setbacks.

2. The applicant is purposing to construct an addition that does not increase the non-conforming setback of the existing structure.
3. The proposed remodel of the existing home would likely increase the value of and bring an update to this property.

Ultimately the City will need to find that the criteria for granting a variance have been met by the applicant. Due to the configuration of the house on the property and the layout of the existing house itself, there are limited ways to expand the structure without jogging the addition. The setback of the proposed addition has limited visibility from the surrounding properties and there is a berm and screening to the southeast on the adjacent property which appears to help mitigate the potential impacts.

Planning Commission Discussion and Recommendation:

Commissioners discussed the request and noted that the request was reasonable. Commissioners recommended that the City round the variance number to 1.5 feet so that it provided a little wiggle room for the applicant. Commissioners found that the criteria for granting a variance were satisfied by the applicant and recommended approval to the City Council.

Public Comments:

The City did receive correspondence from the neighboring property owner to the southeast.

Recommendation:

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

1. The proposed variance request meets all applicable conditions and restrictions stated in Chapter V, Section 520.19, Procedures on variances, in the City of Independence Zoning Ordinance.
2. The City finds that the criteria for granting a variance have been satisfied by the applicant. Specifically, the City finds the following:
 - a. Residential use of the property is consistent with the AG-Agriculture District. The applicant is seeking a variance to allow a building addition to the existing home on the property.
 - b. The location of the proposed addition/remodel is in line with the existing home and building setback from the south property line. The alignment, updated building architecture and exterior finishes appears to mitigate some of the potential impacts resulting from the addition.
 - c. The character of the surrounding area is residential. The proposed building addition and remodel would be in keeping and consistent with the surrounding uses found in this neighborhood.

- d. City Council approval shall be subject to the applicant providing the City with an updated survey depicting the full proposed building addition.
3. The variance will permit a 1.5-foot reduction (from 30 feet to 28.85 feet) of the south side yard setback to allow the proposed addition to the existing structure as depicted on the site plan and building plans attached hereto as Exhibit A. Any modification changes or alteration to the structure that does not meet applicable setbacks in the future would require additional review and approval in the form of a variance.
4. The Applicant shall pay for all costs associated with the City's review of the requested variance.
5. The Applicant shall record the City Council Resolution with the county within six (6) months of approval.

Attachments:

1. **RESOLUTION No. 21-1207-03**
2. Application
3. House Plans/Elevations
4. Partial Site Survey



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-03

**RESOLUTION APPROVING A VARIANCE
TO ALLOW A REDUCED SIDE YARD SETBACK
FOR THE PROPERTY LOCATED AT 3110 COUNTY ROAD 90**

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

WHEREAS, the City adopted a comprehensive plan in 2010 to guide the development of the community; and

WHEREAS, the City has adopted a zoning ordinance and other official controls to assist in implementing the comprehensive plan; and

WHEREAS, Jeremy and Sadie Kolbe, (the “Applicant/Owner”) submitted an application for a variance to allow a reduced side yard setback on the property located at 3110 County Road 90 (PID No. 14-118-24-22-0004) (the “Property”); and

WHEREAS, the Property is zoned AG-Agriculture; and

WHEREAS, the Property is legally described on attached **Exhibit A**; and

WHEREAS the requested variance meets all requirements, standards and specifications of the City of Independence zoning ordinance for Agriculture lots; and

WHEREAS the Planning Commission held a public hearing on November 16, 2021, to review the application for a variance, following mailed and published noticed as required by law; and

WHEREAS, the City Council has reviewed all materials submitted by the Applicant; considered the oral and written testimony offered by the applicant and all interested parties; and has now concluded that the application is in compliance with all applicable standards and can be considered for approval.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MINNESOTA, that it should and hereby does approve the application by Jeremy and Sadie Kolbe and grants the requested variance for the property in accordance with the City’s zoning regulations with the following findings and conditions:

1. The proposed variance request meets all applicable conditions and restrictions stated in Chapter V, Section 520.19, Procedures on variances, in the City of Independence Zoning Ordinance.
2. The City finds that the criteria for granting a variance have been satisfied by the applicant. Specifically, the City finds the following:
 - a. Residential use of the property is consistent with the AG-Agriculture District. The applicant is seeking a variance to allow a building addition to the existing home on the property.
 - b. The location of the proposed addition/remodel is in line with the existing home and building setback from the south property line. The alignment, updated building architecture and exterior finishes appears to mitigate some of the potential impacts resulting from the addition.
 - c. The character of the surrounding area is residential. The proposed building addition and remodel would be in keeping and consistent with the surrounding uses found in this neighborhood.
 - d. City Council approval shall be subject to the applicant providing the City with an updated survey depicting the full proposed building addition.
3. The variance will permit a 1.5-foot reduction (from 30 feet to 28.85 feet) of the south side yard setback to allow the proposed addition to the existing structure as depicted on the site plan and building plans attached hereto as Exhibit A. Any modification changes or alteration to the structure that does not meet applicable setbacks in the future would require additional review and approval in the form of a variance.
4. The Applicant shall pay for all costs associated with the City's review of the requested variance.
5. The Applicant shall record the City Council Resolution with the county within six (6) months of approval.

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

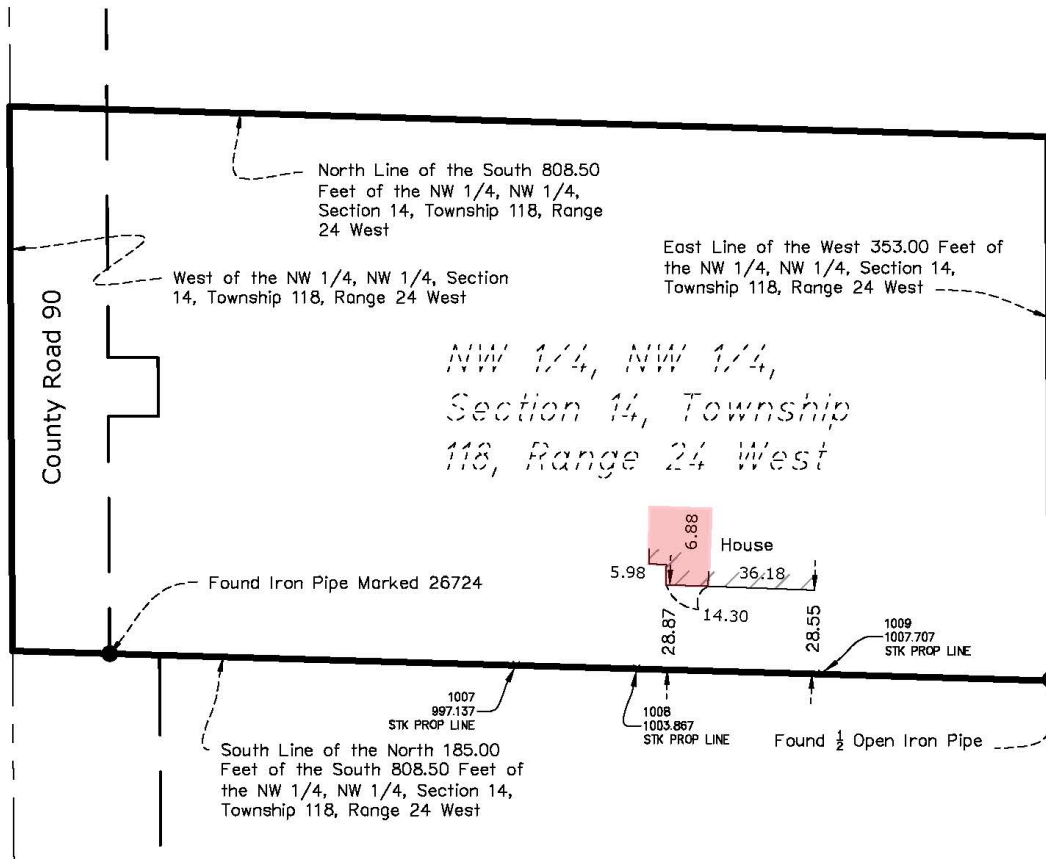
EXHIBIT A
(Legal Description)

EXHIBIT B
(Site Plan)

Boundary Line Exhibit
PID: 14-118-24-22-0004
3110 County Road 90, Independence, MN 55359

DESCRIPTION

The West 353.00 feet of the North 185.00 feet of the South 808.50 feet of the Northwest Quarter of the Northwest Quarter of Section 14, Township 118 North, Range 24 West of the Fifth Principal Meridian, Hennepin County Minnesota



Notes

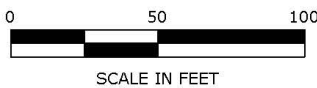
1. Please Note that this exhibit was prepared to show the house and addition location relative to the southerly property line only. Other Boundary information is shown for orientation purposes only.
2. This exhibit was prepared without the benefit of a title commitment
3. The legal description is shown per provided documents by the client.

MINNESOTA CERTIFICATION

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 26th day of October, 2021


Rory L. Synstien Minnesota License No. 44565



CivilSite
GROUP

4931 W. 35TH ST. SUITE 200
ST. LOUIS PARK, MN 55416
CivilSiteGroup.com

Drawn By: RLS
Project No. 21-451 SHEET 1 OF 1



**CITY OF
INDEPENDENCE
MINNESOTA**

Applicant Information

Name: Sadie Kolbe
Address: 3110 County Rd 90
Independence, Minnesota
55359
Primary Phone: 6126185665
Email: Skolbe17@gmail.com

Owner Information

Name: Sadie Kolbe
Address: 3110 County Rd 90
Independence, Minnesota
55359
Primary Phone: 6126185665
Email: Skolbe17@gmail.com

Property Address:

PID:

Planning Application Type: Variance

Description:

Supporting Documents: Site Survey (Existing Conditions), Building Plans

Signature:

THIS PROJECT SHALL BE CONSTRUCTED TO THE CURRENT MN RESIDENTIAL BUILDING CODE, INCORPORATING THE AMENDED 2012 IRC AND MN RULES 1322 RESIDENTIAL ENGRY CODE.

BID SET BLUEPRINT

GENERAL NOTES:

THE BUILDER SHALL VERIFY THAT SITE CONDITIONS ARE CONSISTENT WITH THESE PLANS BEFORE STARTING WORK. WORK NOT SPECIFICALLY DETAILED SHALL BE CONSTRUCTED TO THE SAME QUALITY AS SIMILAR WORK THAT IS DETAILED. ALL WORK SHALL BE DONE IN ACCORDANCE WITH INTERNATIONAL BUILDING CODES AND LOCAL CODES.

WRITTEN DIMENSIONS AND SPECIFIC NOTES SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS AND GENERAL NOTES. THE ENGINEER/DESIGNER SHALL BE CONSULTED FOR CLARIFICATION IF SITE CONDITIONS ARE ENCOUNTERED THAT ARE DIFFERENT THAN SHOWN, IF DISCREPANCIES ARE FOUND IN THE PLANS OR NOTES, OR IF A QUESTION ARISES OVER THE INTENT OF THE PLANS OR NOTES. CONTRACTOR SHALL VERIFY AND IS RESPONSIBLE FOR ALL DIMENSIONS (INCLUDING ROUGH OPENINGS).

- 1 ALL CONTRACTORS MUST FAMILIARIZE THEMSELVES WITH ALL FEDERAL, STATE AND LOCAL LAWS, ORDINANCES, BUILDING CODES, AND ANY REGULATIONS WHICH IN ANY MANNER, AFFECT THOSE ENGAGED IN OR EMPLOYED ON THE WORK, OR THE MATERIALS OR REQUIREMENTS USED, OR WHICH- IF ANY WAY- AFFECT THE CONDUCT OF THE WORK. IF NOT SPECIFICALLY STATED ON THE PLANS OR IN THE SPECIFICATIONS, THE APPROPRIATE CODE SHALL GOVERN SIZES, QUALITIES, AND QUANTITIES OF ALL WORK.
2. VERIFY LOCATION & INVERT ELEVATION AT SANITARY SERVICE. PENETRATION THRU FOOTING MAY BE NECESSARY.

THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND PROPER FUNCTION OF PLUMBING, HVAC AND ELECTRICAL SYSTEMS. THE GENERAL CONTRACTOR SHALL NOTIFY THIS OFFICE WITH ANY PLAN CHANGES REQUIRED FOR DESIGN AND FUNCTION OF PLUMBING, HVAC AND ELECTRICAL SYSTEMS.

THIS OFFICE SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS AND METHODS, ACTS OR OMISSIONS OF THE CONTRACTOR OR SUBCONTRACTOR, OR FAILURE OF ANY OF THEM TO CARRY OUT WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS. ANY DEFECT, ERRORS OR OMISSIONS DISCOVERED IN THE CONSTRUCTION DOCUMENTS SHALL BE BROUGHT TO THE ATTENTION OF THIS OFFICE BEFORE PROCEEDING WITH WORK. REASONABLE TIME NOT ALLOWED THIS OFFICE TO CORRECT THE DEFECT SHALL PLACE THE BURDEN OF COST AND LIABILITY FROM SUCH DEFECT UPON THE CONTRACTOR.

THIS STRUCTURE SHALL BE ADEQUATELY BRACED FOR WIND LOADS UNTIL THE ROOF, FLOOR AND WALLS HAVE BEEN PERMANENTLY FRAMED TOGETHER AND SHEATHED.

INSTALL WATERPROOF GYPSUM BOARD AT ALL WATER SPLASH AREAS

INSULATE WASTE LINES FOR SOUND CONTROL.

ALL RECESSED LIGHTS IN INSULATED CEILINGS TO HAVE THE I.C. LABEL.

PROVIDE SOLID BLOCKING UNDER ALL BEARING WALLS PERPENDICULAR TO JOISTS AND OTHER BEARING POINTS NOT OTHERWISE PROVIDED WITH SUPPORT.

FRAMING NOTES:

PROVIDE DOUBLE JSTS. UNDER ALL WALLS RUNNING PARALLEL TO JOISTS.

PROVIDE POSITIVE VENTILATION AT EA. END OF EA. RAFTER SPACE AT VAULTED CEILING AREAS.

PROVIDE FIRE BLOCKING, DRAFT STOPS AND FIRE STOPS AS PER I.B.C. SEC. R502.12.

PROVIDE POSITIVE CONNECTIONS AT EACH END OF ALL POSTS AND COLUMNS TO RESIST LATERAL DISPLACEMENT.

BUILDING PERFORMANCE:

HEAT LOSS CALCULATIONS SHALL COMPLY WITH THE REQUIREMENTS OF REGIONAL AND LOCAL CODES. ALL EXHAUST FANS TO BE VENTED DIRECTLY TO THE EXTERIOR. ALL PENETRATIONS OF THE BUILDING ENVELOPE SHALL BE SEALED WITH CAULK OR FOAM.

FLASHING NOTES:

(IRC, R103.8 FLASHING)
ALL OPENINGS TO THE EXTERIOR MUST BE CAULKED AND FLASHED. FLASHING IS REQUIRED WHERE ALL ROOF & VERTICAL SURFACES MEET, AT WALL AND ROOF INTERSECTIONS, AND WHERE SIDING MATERIAL CHANGES.

ICE DAM PROTECTION:

1 LAYER OF 40# COATED ROOFING OR COATED CLASS C BASE SHEET SHALL BE APPLIED FROM THE EAVES TO A LINE 12" INSIDE THE EXTERIOR WALL LINE WITH ALL LAPS CEMENTED TOGETHER

ATTIC VENTILATION:

NET FREE AREA TO BE EQUAL TO 1/50TH OF THE ATTIC AREA, OR 1/300TH OF THE ATTIC AREA PROVIDED WITH AT LEAST 50% IN THE UPPER PORTION OF ROOF WITH THE BALANCE IN VENTED SOFFIT.

GRADING NOTES:

- 1 CONTRACTOR TO VERIFY LOCATION OF ALL EXISTING UTILITIES.
- 2 PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING.
- 3 FINAL GRADE TO CONVEY SURFACE DRAINAGE TOWARD ROCK CHANNELS AND DISPERSION TRENCHES.
- 4 AREAS TO BE FILLED SHALL BE CLEARED, GRUBBED TO REMOVE TREES, VEGETATION, ROOTS AND OTHER OBJECTIONABLE MATERIAL AND STRIPPED OF TOPSOIL.
- 5 PLACE FILL SLOPES WITH A GRADIENT STEEPER THAT 3:1 IN LIFTS NOT TO EXCEED 8 INCHES, AND MAKE SURE EACH LIFT IS PROPERLY COMPACTED.

EROSION CONTROL NOTES:

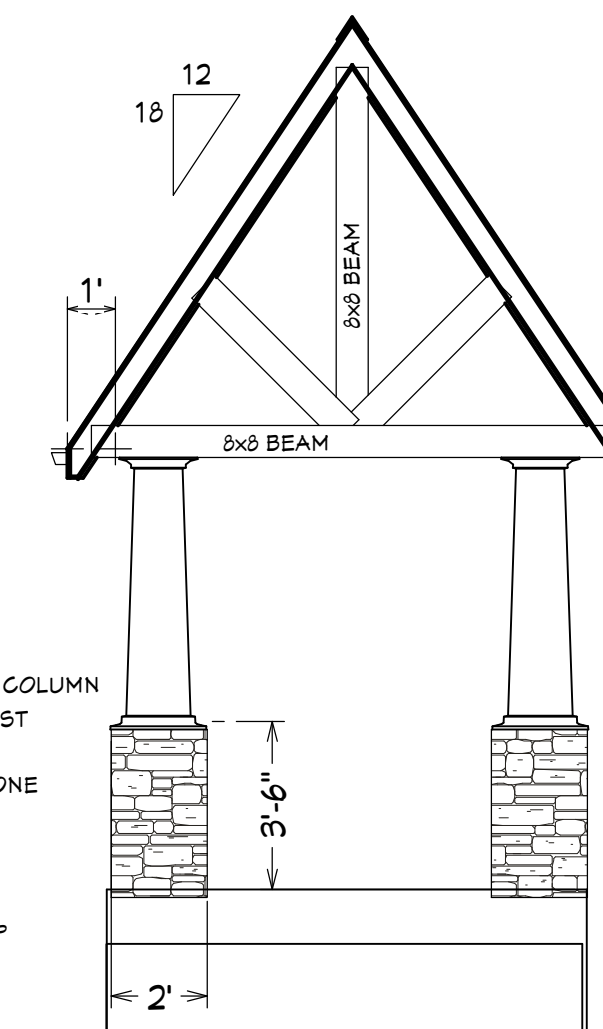
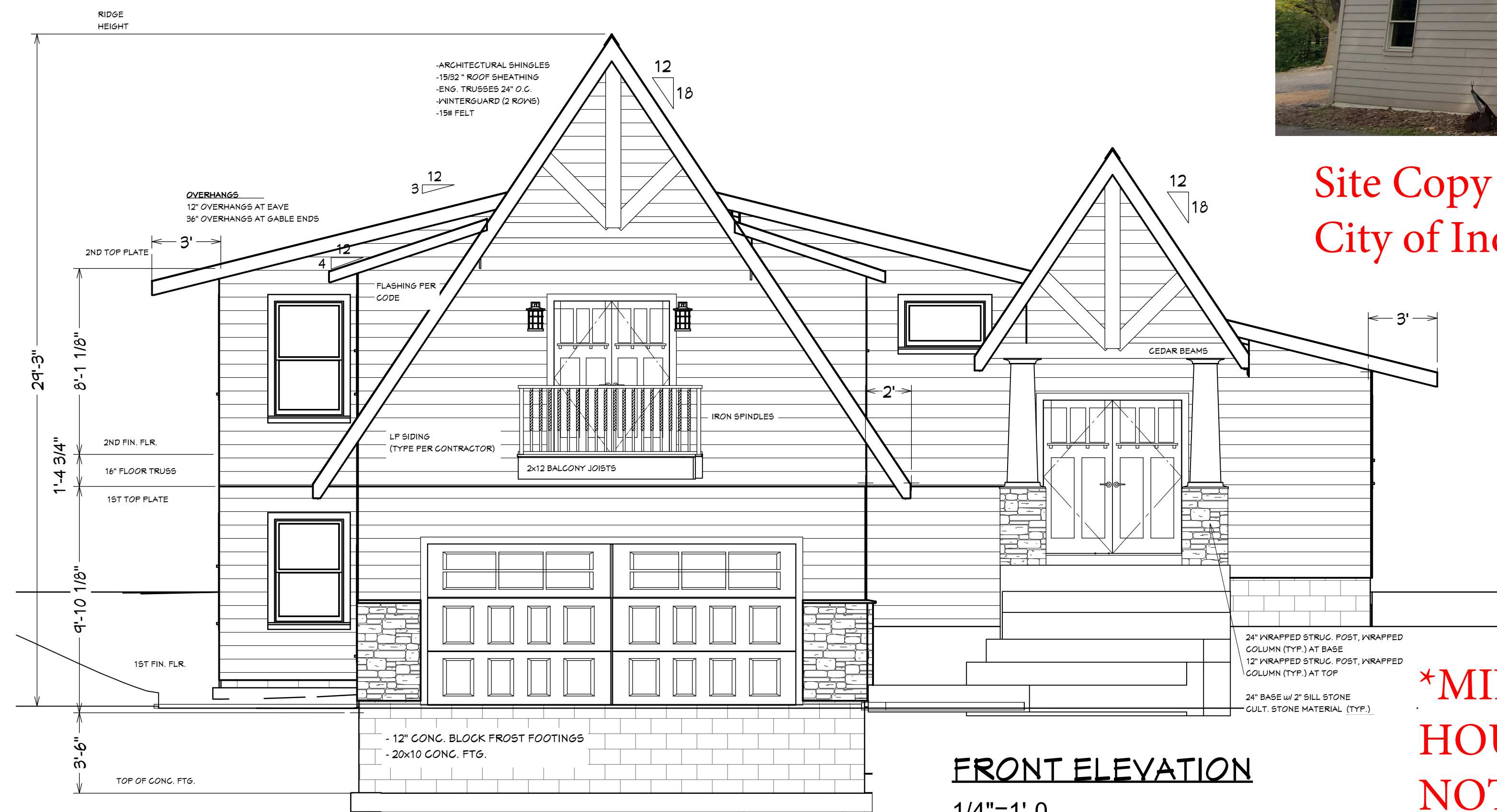
- 1 INSTALL SILT FENCE PRIOR TO ANY EXCAVATION OR CONSTRUCTION.
- 2 MINIMIZE SITE DISTURBANCE BY TIGHT CONTROL OF EXCAVATION LIMITS.
- 3 ALL EXPOSED SOIL SHALL BE MULCHED WITH STRAW OR WOOD CHIPS TO MINIMIZE SOIL EROSION. NO SOIL SHALL BE LEFT IN AN EXPOSED CONDITION. IT IS RECOMMENDED THAT THE CONTRACTOR MAINTAIN A STOCK PILE OF THIS MATERIAL ON SITE FOR QUICK APPLICATION.
- 4 HYDROSEED WITH A WOOD CELLULOSE FIBER MULCH APPLIED AT A RATE OF 2,000#/ACRE. USE AN ORGANIC TACKIFIER AT NO LESS THAN 150 #/ACRE OR PER MANUFACTURE'S RECOMMENDATION IF HIGHER. APPLICATION OF TACKIFIER SHALL BE HEAVIER AT EDGES, IN VALLEYS AND AT CRESTS OF BANKS AND OTHER AREAS WHERE SEED CAN BE MOVED BY WIND OR WATER.
- 5 DISPERSION TRENCHES SHALL OVERFLOW ONTO NATIVE UNDISTURBED GROUND. NO SITE DISTURBANCE BELOW TRENCHES.

PROJECT SCOPE:

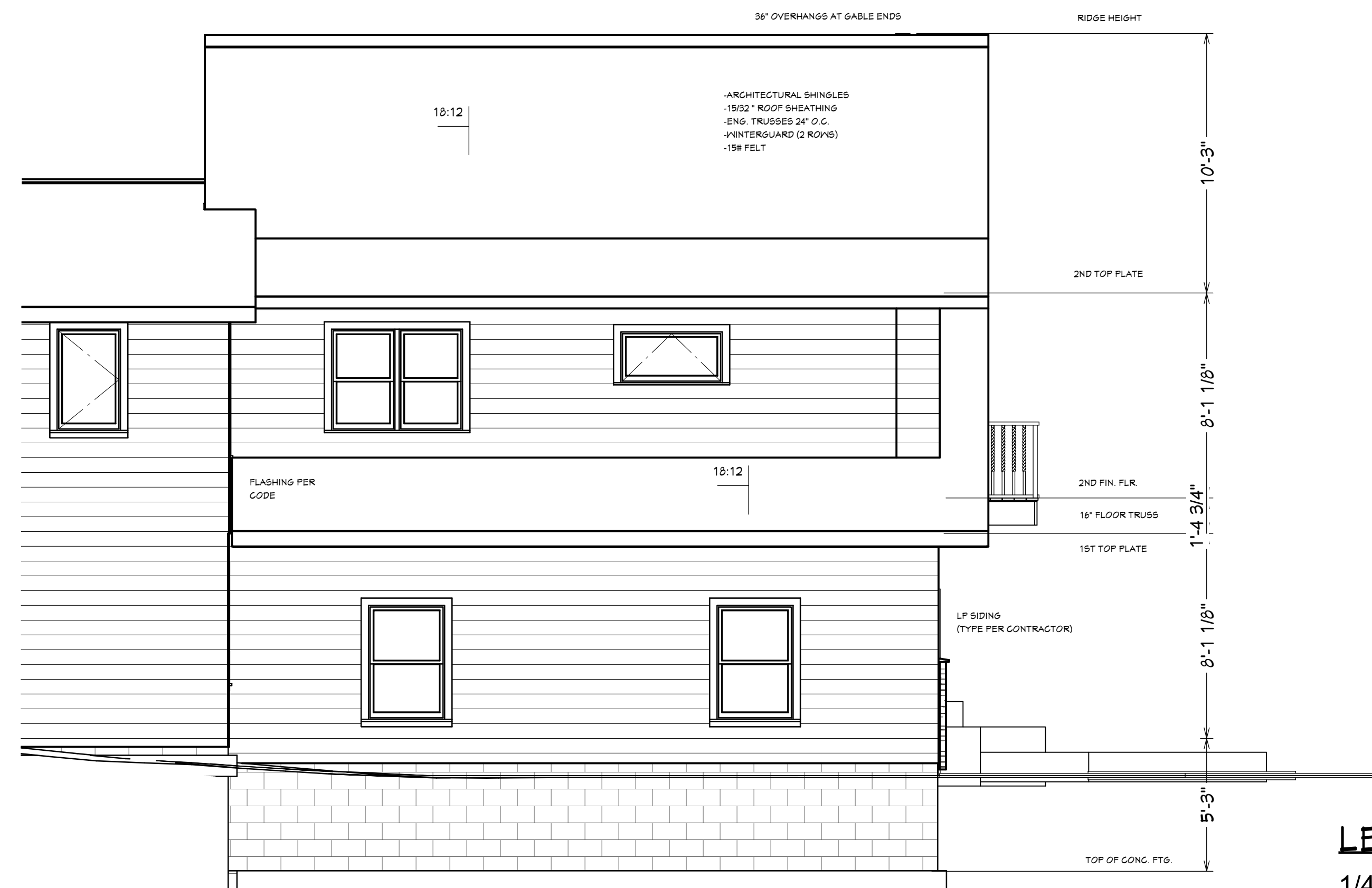
- NEW FRONT ENTRY ADDITION 22'-0"x12'-0" WITH FULL BASEMENT
- REMODELED GARAGE WITH 22'-0"x14'-0" EXTENSION
- REMODELED MASTER SUITE WITH 22'-0"x14'-0" EXTENSION OVER GARAGE



Site Copy
City of Independence



*MINIMUM 24
HOUR
NOTICE For
all inspections
763-479-0527



BUILDER:

Client:

Jeremy & Sadie Kolbe
3110 CR 90
Independence, MN 55359

DATE:

10/24/2018

REVISION

12/10/2020

ELEVATIONS

SHEET:

A-1

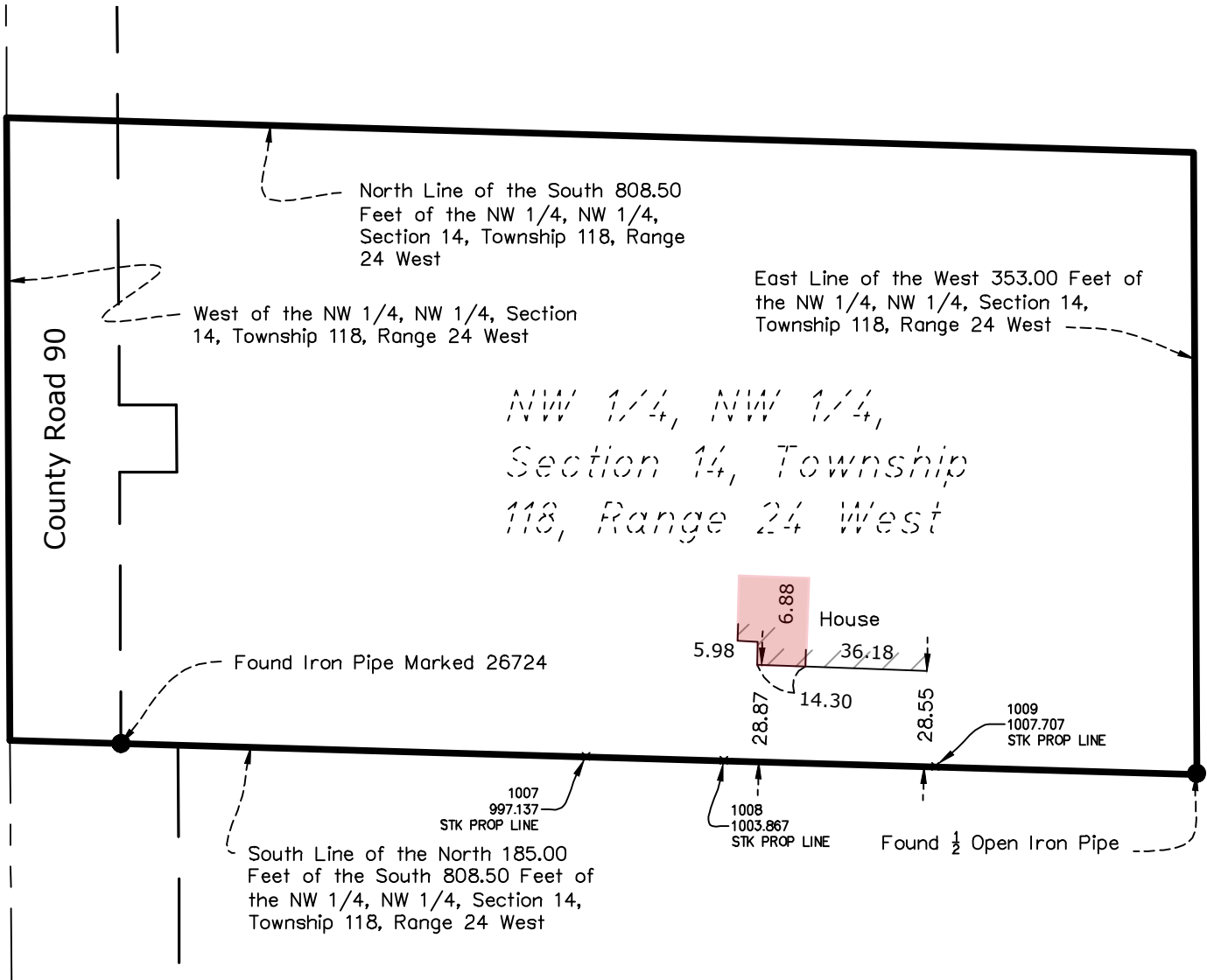
edmonson ink
drafting & design

PO Box 331 Annandale, MN 55302
eidprints@gmail.com 320-223-1519
www.eidprints.com

Boundary Line Exhibit
PID: 14-118-24-22-0004
3110 County Road 90, Independence, MN 55359

DESCRIPTION

The West 353.00 feet of the North 185.00 feet of the South 808.50 feet of the Northwest Quarter of the Northwest Quarter of Section 14, Township 118 North, Range 24 West of the Fifth Principal Meridian, Hennepin County Minnesota



Notes

1. Please Note that this exhibit was prepared to show the house and addition location relative to the southerly property line only. Other Boundary information is shown for orientation purposes only.
2. This exhibit was prepared without the benefit of a title commitment
3. The legal description is shown per provided documents by the client.

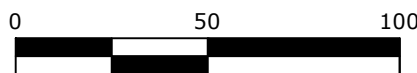
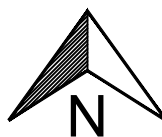
MINNESOTA CERTIFICATION

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this 26th day of October, 2021

Rory L. Synstelien
 Rory L. Synstelien

Minnesota License No. 44565



SCALE IN FEET



4931 W. 35TH ST. SUITE 200
 ST. LOUIS PARK, MN 55416
 CivilSiteGroup.com

Drawn By: RLS
 Project No. 21-451 SHEET 1 OF 1

City of Independence
2022 Final Budget and Levy

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: December 7, 2021

Discussion:

Staff and Council have had a series of meetings to discuss and revise the preliminary/final budget and corresponding tax levy for 2022. Council is being asked to consider and provide direction relating to the final budget and tax levy. 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. This would mean that if there was no market value increase for a particular property, there would be no tax increase from the City portion of the property taxes. The preliminary tax levy set in September established a rate of 38.47%. The City has now continued to work through the budget and reduce costs to the extent feasible. The proposed tax rate has decreased since September and is now 38.44%. Abdo, Eick & Meyers and staff have prepared a final budget which reflects an overall increase of 3.12% or \$94,380 (down from the preliminary increase of \$96,705). Staff has worked to adjust the budget to accommodate increases in insurance, emergency services and other similar increased costs of doing business.

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 2022 public safety and fire contract amounts are as follows:

	<u>2022</u>	2021	2020	2019
Maple Plain Fire:	\$225,296	\$250,684	\$250,684	\$250,684
Delano Fire:	\$67,045	\$64,806	\$63,250	\$65,279
Loretto Fire:	\$93,605	\$93,759	\$94,564	\$89,000
WHPS:	\$1,314,399	\$1,182,630	\$1,148,183	1,121,681

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). There are no planned capital equipment purchases for 2022.

- The budget reflects a 2% cost of living/benefit increase per employee. It should be noted that health insurance costs are estimated to be increasing by ~6%.
- The City has a capital road improvement plan that includes seal coating and gravel road tiling. In order to fund the plan, the City will continue to budget \$100,000 per year.

The City Council is being asked to approve the 2022 City Budget and establish the 2022 final tax levy and PSCWMC levy. The final levy is required to be set prior to December 31, 2021.

Council Direction:

The City Council is being asked to consider approval of **RESOLUTION 21-1207-04**, **RESOLUTION 21-1207-05** and **RESOLUTION 21-1207-06** approving the final city budget and levies for 2022.

Attachments: **RESOLUTION 21-1207-04**
RESOLUTION 21-1207-05
RESOLUTION 21-1207-06

Abdo Memorandum with Final Budget and Levy Memorandum and Budgets



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-04

RESOLUTION APPROVING 2022 GENERAL FUND BUDGET

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

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

WHEREAS, the City Council has determined that the 2022 General Fund Budget will call for revenues and expenditures of **\$3,114,548.00**; and

WHEREAS, the proposed 2022 General Fund Budget meets the criteria of a balanced budget,

NOW, THEREFORE, BE IT RESOLVED, that the Independence City Council hereby adopts the General Fund Budget for 2022.

General Fund

2022 Final Budget
\$ 3,114,548.00

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-05

RESOLUTION APPROVING 2022 FINAL PROPERTY TAX GENERAL LEVY

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

WHEREAS, Minnesota Statutes require approval of a final property tax levy and final budget on or before the fifth business day following the 20th of December of each year; and

BE IT RESOLVED that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2022 upon the table property in said City of Independence for the following purposes:

	<u>2022 Final Budget</u>
General Fund	\$ 3,114,548
Debt Service	
2010 GO Improvement Bond, Lindgren Lane	\$ 15,569
2015 GO Tax Abatement Bonds	\$ 177,463
2020A GO Bonds	\$ 121,792
Total City Operating Levies	<u>\$ 3,429,372</u>

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

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-06

**RESOLUTION APPROVING 2022 PIONEER CREEK WATERSHED
MANAGEMENT COMMISSION TAX LEVY**

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

WHEREAS, Minnesota Statutes require approval of a final property tax levy and final budget on or before the fifth business day following the 20th of December of each year; and

BE IT RESOLVED that the City Council of the City of Independence, Hennepin County, Minnesota, that the following sums of money be levied for collection in 2022 upon the table property in said City of Independence for the following purposes:

Pioneer/Sarah Watershed Commission Taxing District	\$ <u>64,675</u>
---	-------------------------

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

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

BUDGET MEMO

TO: CITY ADMINISTRATOR
FROM: AEM FINANCIAL SOLUTIONS, LLC
SUBJECT: 2022 BUDGET POINTS MEMO
DATE: 12/3/2021

Introduction

Upon your request, we have summarized the 2022 Budget highlights below.

Budget Format

The 2022 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 general fund tax levy increases \$94,380 or 3.12% over prior year. The tax rate calculates to 38.44% which is less than the City target of 40%. Some factors in the change are described below.
- Revenue sources other than the tax levy are budgeted at nearly the same levels as 2021.
- Financial administration increased as a result of new staffing and was offset by decreases in streets.
- Police protection increased \$134,699 or 11.39% from the 2021 budget. This is due to reduced revenue from forfeitures and grants and increased expenditures for anticipated retirements, insurance and capital outlay.
- Fire services were reduced \$22,996 or 5.62% from the 2021 budget.
- Streets decreased \$45,968 due to a decrease in staffing.
- Capital outlay in public works was reduced \$50,000 from 2021.
- Capital transfers were budgeted at \$128,770 for 2022, consistent with the prior year.
- LMCIT Insurance was budgeted with 5% increase over prior year and Workers Comp Insurance at 10% increase from 2021.

Taxation Notification Summary Chart for Taxes Payable 2021

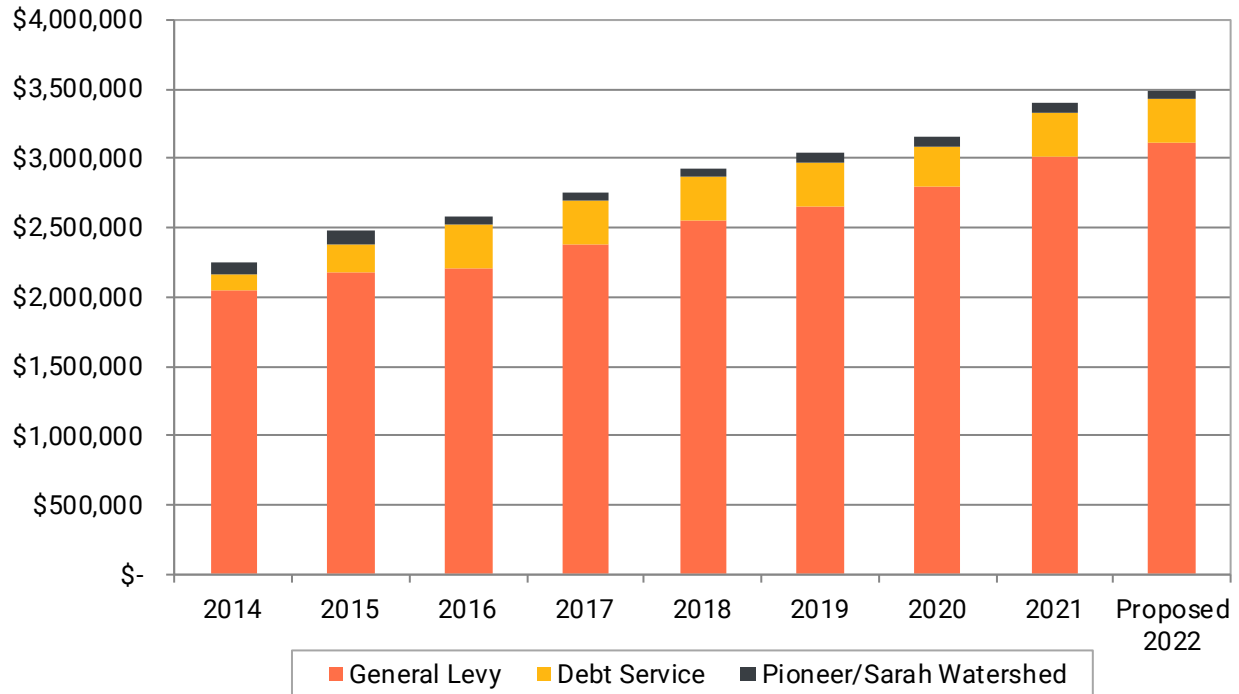
Due Date	EDA and City Levy Process
9/30/2021	The EDA must pass a resolution authorizing the proposed 2022 EDA levy
9/30/2021	The City must pass a resolution and file with the County the exact amount of the proposed 2022 EDA levy. The due date of the City property tax levy is September 30, 2021.
9/30/2021	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, 2021 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.
11/25/21 - 12/28/21	EDA must pass a resolution approving the 2022 EDA levy
11/25/21 - 12/28/21	City must pass a resolution approving the 2022 EDA levy
11/25/21 - 12/28/21	City Council must hold a meeting to discuss the budget and property tax levy and, before a final determination, all public input.
12/28/21	City must file the certificate of compliance (form TNT - 2022) with the Department of Revenue by December 28, 2021.

Tax Levy Summary

Overall, the tax levy includes levies for general operations, city infrastructure and debt services. The 2022 and 2021 budgeted tax levies are listed below.

	2021 Budget	2022 Proposed Budget	Increase (Decrease)	% Change
General	\$ 3,020,168	3,114,548	\$ 94,380	3.12%
Debt Service				
2010 GO Improvement Bonds	12,272	15,569	3,297	26.86%
2015 GO Tax Abatement Bonds	175,363	177,463	2,100	1.20%
2020A GO Bonds	122,895	121,792	(1,103)	-0.90%
Total City Operating Levy	\$ 3,330,698	\$ 3,429,372	\$ 98,674	2.96%
Pioneer/Sarah Watershed Taxing District	\$ 64,510	\$ 64,510	\$ -	0.00%

Levy Summary 2014 to 2022 Projected



Summary of the City's Tax Capacity

The estimated tax capacity increased 6.62% for 2022.

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

	2018 Pay	2019 Pay	2020 Pay	2021 Pay	Estimated 2022 Pay	% Change	% Change (County-wide)
Commercial/Industrial	\$ 295,665	\$ 317,883	\$ 340,260	\$ 354,991	4.33%	6.10%	
Residential	6,164,022	6,288,886	6,752,557	7,249,137	7.35%	11.73%	
Farm	790,015	900,121	970,554	992,826	2.29%	0.87%	
Total	\$ 7,249,702	\$ 7,506,890	\$ 8,063,371	\$ 8,596,954	6.62%	9.57%	

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

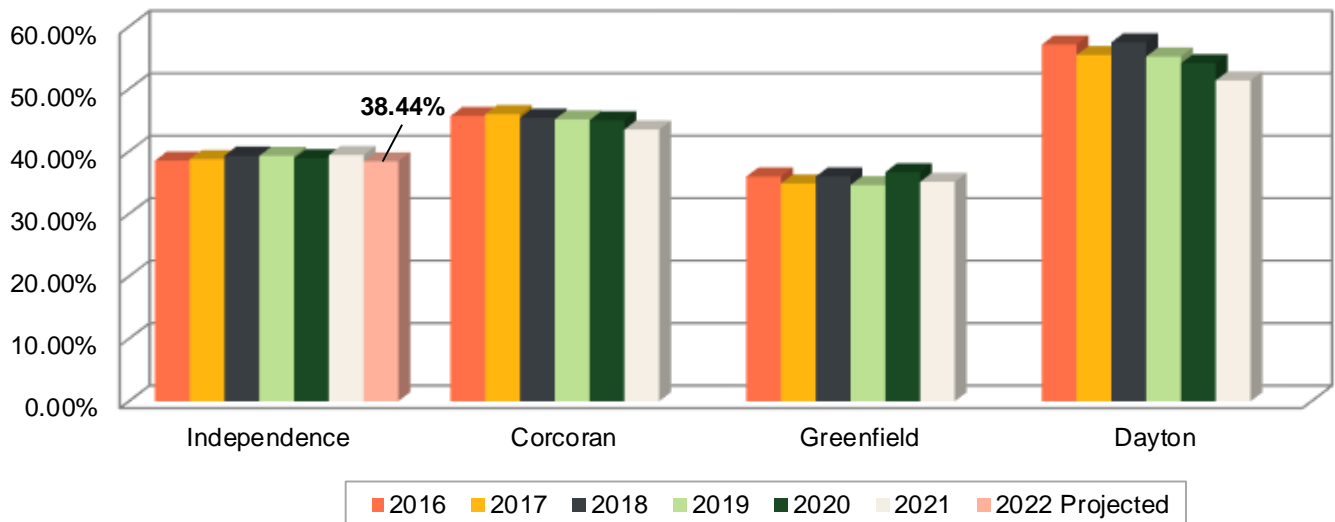
Tax Capacity by Property Type - Estimated 2021 Pay 2022

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

	Independence	Corcoran	Greenfield	Dayton
Commercial/Industrial	\$ 354,991	\$ 1,033,973	\$ 586,840	\$ 2,669,470
Industrial	-	-	-	-
Apartment	-	-	-	55,253
Residential	7,249,137	10,359,454	4,773,592	9,634,977
Farm	992,826	1,122,153	497,336	584,071
Other	-	74,780	-	-
Total	\$ 8,596,954	\$ 12,590,360	\$ 5,857,768	\$ 12,943,771

Tax Capacity Rates

	Independence	Corcoran	Greenfield	Dayton
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	38.94%	45.01%	36.69%	54.14%
2021	39.42%	43.52%	35.15%	51.38%
2022 Projected	38.44%			



Staffing

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

Summary of FTES by Department	2019	2020	2021	2022
City Council	5.00	5.00	5.00	5.00
Administration	1.45	1.45	1.69	2.19
Streets	2.20	2.20	2.26	1.79
Building Inspection	0.86	0.86	0.88	0.93
Subtotal General Fund	9.50	9.49	9.82	9.91
Sewer	1.05	1.05	1.13	1.42
Total	10.55	10.54	10.95	11.33

General Fund Summary

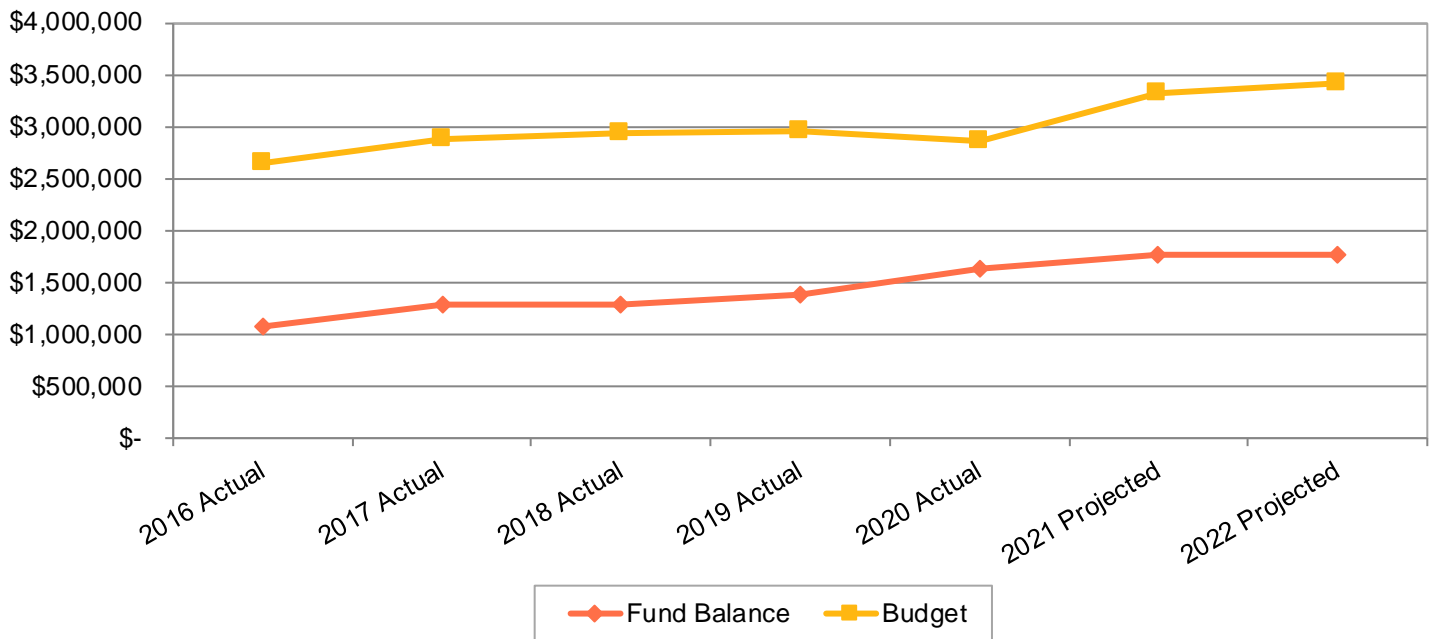
2022 General Fund Summary Budget

	Actual 2020	Budget 2021	Budget 2022	Increase/ (Decrease)	Percent Change
Revenues					
Taxes	\$ 2,751,748	\$ 3,020,168	\$ 3,114,548	\$ 94,380	3.12%
Licenses and permits	273,857	190,070	195,070	5,000	2.63%
Intergovernmental	26,186	16,000	16,000	-	0.00%
Charges for services	30,084	41,150	41,150	-	0.00%
Fines and forfeitures	35,323	47,740	47,740	-	0.00%
Special assessments	-	-	-	-	0.00%
Interest on investments	4,768	5,000	3,000	(2,000)	-40.00%
Miscellaneous	5,728	6,000	5,000	(1,000)	-16.67%
Transfers in	-	-	-	-	0.00%
Total Revenues	\$ 3,127,693	\$ 3,326,128	\$ 3,422,508	\$ 96,380	2.90%
Expenditures					
Mayor and City Council	\$ 14,928	\$ 23,610	\$ 25,464	\$ 1,854	7.85%
Financial administration	462,965	468,146	535,313	67,167	14.35%
Election	9,907	5,300	5,000	(300)	-5.66%
Planning and zoning	37,301	34,930	37,050	2,120	6.07%
Water resource	-	-	3,000	3,000	0.00%
General government buildings	23,982	44,170	44,709	539	1.22%
Legal services	39,785	43,830	43,830	-	0.00%
Police	1,001,243	1,182,630	1,317,329	134,699	11.39%
Fire	396,275	409,096	386,100	(22,996)	-5.62%
Building inspection	127,420	120,197	130,899	10,702	8.90%
Streets	586,068	681,649	635,681	(45,968)	-6.74%
Street lighting	5,976	3,090	3,090	-	0.00%
Recycling	51,640	68,850	68,850	-	0.00%
Parks	12,097	21,430	21,993	563	2.63%
Capital outlay - General government	24,317	40,000	35,000	(5,000)	-12.50%
Capital outlay - public safety	-	430	430	-	0.00%
Capital outlay - public works	2,544	50,000	-	(50,000)	-100.00%
Transfer out	75,000	128,770	128,770	-	0.00%
Total Expenditures	2,871,447	3,326,128	3,422,508	96,380	2.90%
Net Change	\$ 256,246	\$ -	\$ 0	\$ 0	

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 2021 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.

<u>Year</u>	<u>Fund Balance December 31</u>	<u>General Fund Budget</u>	<u>Percent of Fund Balance to Budget</u>
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	2,961,463	46.5%
2020 Actual	1,630,768	2,871,447	56.8%
2021 Projected	1,765,768	3,326,128	53.1%
2022 Projected	1,765,768	3,422,508	51.6%



General Fund Balance as a Percentage of Expenditures

Pioneer/Sarah Watershed Summary

Account	Description	Actual	Actual	YTD	Budget	Budget
		2019	2020	2021	2021	2022
200-31010	Ad Valorem Taxes	\$ 60,585	\$ 62,968	\$ 33,249	\$ 61,350	\$ 61,350
200-31020	Delinquent Taxes	-	-	-	-	-
200-31040	Fiscal Disparities	2,326	2,346	1,197	3,160	3,160
200-34103	Zoning/Subdivision Fee	-	-	-	-	-
200-34108	Administrative Charges/Reimbursements	-	-	-	-	-
200-36210	Interest Earnings	463	270	5	-	-
200-36230	Misc. Revenue/Refunds	-	-	-	-	-
200-36261	Event Revenues	-	-	-	-	-
	Total Revenues	63,374	65,584	34,451	64,510	64,510
200-41920-303	Engineering	-	-	-	-	-
200-41920-309	Pioneer-Sarah Watershed Comm.	49,500	108,632	-	49,500	49,500
200-41920-310	Other Consulting Fees	-	-	-	1,090	1,090
200-41920-320	Water Resource Staff	19,827	12,074	5,284	2,180	2,180
200-41920-350	Printing&Publications-(Legals)	-	-	-	810	810
200-41920-433	Misc. Dues/Fees	530	530	530	-	-
200-41920-540	Capital Outlay (Mtg Grant Fnd)	-	-	-	-	-
200-41920-570	Capital Outlay (Project Cost)	-	-	-	10,930	10,930
	Total Expenses	69,857	121,236	5,814	64,510	64,510
	Change in Fund Balance	\$ (6,483)	\$ (55,652)	\$ 28,636	\$ -	\$ -

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.

Department	Year to Replace	Item	Cost	Cost History	2022	2023	2024	2025	2026	2027	2028	2029
					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	210,000	-	-	-	-	-	-	-	-
Public works	2021	S-10 Pickup (Replace with 3/4 Ton)	50,000		-	-	-	-	-	-	-	-
Public works	2024	Road Side Mower (Replacement)	11,000	20,000	-	-	11,000	-	-	-	-	-
Public works	2025	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		-	-	-	-	-	-	-	200,000
Public works	2030	Tractor & Loader	100,000	50,000	-	-	-	-	-	-	-	-
Public works	2030	Generator	50,000		-	-	-	-	-	-	-	-
Public works	2032	Grader	150,000		-	-	-	-	-	-	-	-
Public works	2032	Pay Loader	150,000		-	-	-	-	-	-	-	-
Public works	NA	Road Packer	-	20,000	-	-	-	-	-	-	-	-
Public works	NA	Tanks for Tandem	4,422		-	-	-	-	-	-	-	-
Public works	NA	Trailer	-		-	-	-	-	-	-	-	-
					\$ -	\$ -	\$ 11,000	\$ 250,000	\$ -	\$ 30,000	\$ 12,000	\$ 200,000

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

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

	2022	2023	2024	2025	2026	2027	2028	2029
Beginning Balance	\$ 37,655	\$ 97,655	\$ 157,655	\$ 206,655	\$ 16,655	\$ 76,655	\$ 106,655	\$ 154,655
Revenues	60,000	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Expenditures	-	-	11,000	250,000	-	30,000	12,000	200,000
Ending Balance	\$ 97,655	\$ 157,655	\$ 206,655	\$ 16,655	\$ 76,655	\$ 106,655	\$ 154,655	\$ 14,655

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. The next schedule capital outlay item will be in 2031.

City of Independence, Minnesota
Capital Improvement Plan - Administrative Fund 404
Schedule of Planned Capital Outlay 2022 to 2024

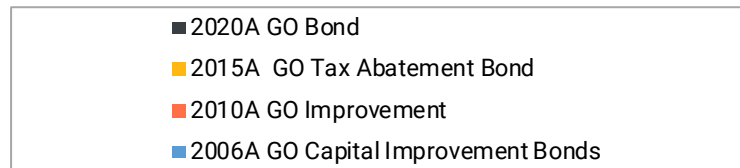
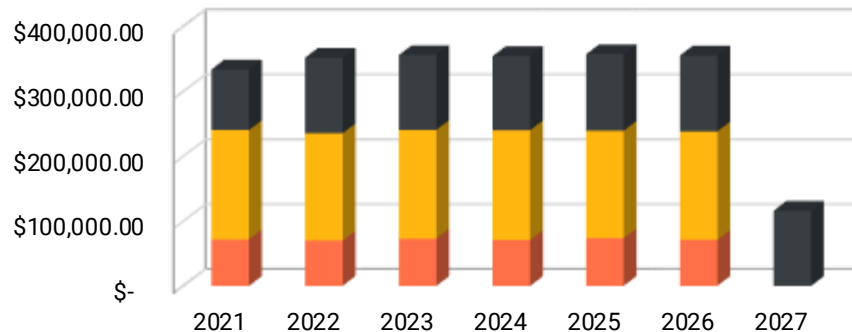
Department	Year	Item	Cost	2022	2023	2024
				Estimated Amounts	Estimated Amounts	Estimated Amounts
General government	2031	Office Equipment - Furnishing	\$ 5,000	\$ -	\$ -	\$ -
General government	2031	Mechanical Electric	32,500	-	-	-
General government	2031	City Hall Parking Lot (original paid by 2015 bond)	67,000	-	-	-
General government	2031	City Hall Carpet	20,000	-	-	-
General government	2032	Paint Exterior	27,500	-	-	-
				<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* Anticipated to be included in the City Hall Improvement Bond to replace the 2006A Bond

Debt Schedule

City of Independence Bond Payment Schedule

Fund	Maturity Date		Total Remaining	2021	2022	2023	2024	2025	2026	2027
602 2010A GO Improvement	2/1/2026	Principal	390,000	60,000	60,000	65,000	65,000	70,000	70,000	
602 2010A GO Improvement	2/1/2026	Interest	40,195	11,775	9,915	7,929	5,816	3,570	1,190	
		Total	430,195	71,775	69,915	72,929	70,816	73,570	71,190	
314 2015A GO Tax Abatement Bond	2/1/2026	Principal	940,000	150,000	150,000	155,000	160,000	160,000	165,000	
314 2015A GO Tax Abatement Bond	2/1/2026	Interest	62,969	18,513	15,513	12,463	9,113	5,513	1,856	
		Total	1,002,969	168,513	165,513	167,463	169,113	165,513	166,856	
315 2020A GO Bond	2/1/2041	Principal	3,760,000		35,000	35,000	35,000	40,000	40,000	40,000
315 2020A GO Bond	2/1/2041	Interest	1,090,166	93,437	81,518	80,468	79,418	78,293	77,093	75,893
		Total	4,850,166	93,437	116,518	115,468	114,418	118,293	117,093	115,893



City of Independence
2022 Budget

Account	Description	Final				YTD		Budget		Change from PY Budget	Comments/ % Change
		2017	2018	2019	2020	2021	2021	2022			
Taxes											
100-31010	AD VALOREM TAXES	\$ 2,277,890	\$ 2,443,587	\$ 2,512,725	\$ 2,636,608	\$ 1,627,236	\$ 2,912,081	\$ 3,006,461	3.24%	51,161 added to balance budget	
100-31030	BONDS & INTEREST	-	-	-	-	-	-	-	0.00%		
100-31040	FISCAL DISPARITIES	83,067	90,469	100,102	115,140	56,848	108,087	108,087	0.00%		
Total Taxes		2,360,957	2,534,056	2,612,827	2,751,748	1,684,084	3,020,168	3,114,548	3.12%		
Licenses and permits											
100-32100	BUSINESS LICENSES	17,200	17,592	18,080	19,077	18,210	13,240	13,240	0.00%		
100-32210	BUILDING PERMIT	224,483	166,031	167,141	188,565	119,136	146,260	146,260	0.00%		
100-32211	PLAN REVIEW	-	-	48,264	56,666	16,702	25,000	30,000	20.00%	budgeting 30k	
100-32240	ANIMAL LICENSES	775	460	600	420	100	570	570	0.00%		
100-32250	MISC. LICENSES & PERMITS	3,560	4,086	6,905	9,130	4,859	5,000	5,000	0.00%	to bring in line with past actuals	
Total Licenses and Permits		246,018	188,169	240,990	273,857	159,007	190,070	195,070	2.63%		
Intergovernmental											
100-33400	STATE GRANT	39,716	39,716	-	-	-	-	-	0.00%	2017 & 2018	
100-33401	LOCAL GOVERNMENT AID	18,118	18,367	18,565	18,422	-	8,000	8,000	0.00%	MV Ag Credit	
100-33402	PROPERTY TAX CREDITS (HACA)	-	-	-	-	-	-	-	0.00%		
100-33403	MISC. TAX CREDITS	-	-	-	-	-	-	-	0.00%		
100-33610	CTY. GRANTS & AID (STREETS)	14,712	14,524	17,035	-	34,515	-	-	0.00%		
100-33620	COUNTY GRANTS & AID (OTHER)	11,678	9,966	8,745	7,763	9,918	8,000	8,000	0.00%	Recycling Grant	
100-33630	C.D.B.G./MISC. CREDIT	-	-	-	-	-	-	-	0.00%		
Total Intergovernmental		84,224	82,573	44,345	26,186	44,433	16,000	16,000	0.00%		
Charges for Services											
100-34103	ZONING/SUBDIVISION FEE	6,550	10,500	6,336	8,290	8,500	12,000	12,000	0.00%	Combined with 100-34307	
100-34104	WATER RESOURCE FEES	100	2,000	5,200	2,500	500	-	-	0.00%		
100-34105	SALE-MAPS,PUBLICATION,COPIES	241	-	-	10	75	-	-	0.00%		
100-34107	ASSESSMENT SEARCH FEES	-	275	250	125	175	150	150	0.00%		
100-34108	ADMINISTRATIVE CHARGES/REIMBUR	24,308	30,719	20,467	12,916	7,793	28,000	28,000	0.00%	Vinland Police/Fire Contract not included before	
100-34305	PUBLIC WORKS REIMBURSEMENTS	630	732	842	44	131	600	600	0.00%		
100-34306	BUILDING INSPECTIONS REIMBURSE	395	62	2,474	6,199	-	400	400	0.00%		
100-34307	PLANNING/ZONING REIMB. DEVL.	2,130	1,500	-	-	-	-	-	0.00%	Move to 100-34103 in 2019	
100-34308	LEGAL FEE/ REIMB. DEV.	-	-	-	-	-	-	-	0.00%	Move to 100-34108	
100-34309	ENG. FEE/ REIMB. DEV.	-	-	-	-	-	-	-	0.00%	Move to 100-34108	
100-36242	PARK RENTAL FEE	-	-	650	-	-	-	-	0.00%		
100-34310	MINNEHAHA WATERSHED REIMBURSEMENT	-	-	-	-	-	-	-	0.00%		
Total Charges for Services		34,355	45,787	36,220	30,084	17,173	41,150	41,150	0.00%		
Fines and Forfeitures											
100-35000	COURT FINES/DOG IMPOUNDING	48,421	46,593	45,292	35,323	24,475	47,740	47,740	0.00%	reflects past actual	
Total Fines and Forfeitures		48,421	46,593	45,292	35,323	24,475	47,740	47,740	0.00%		
Special Assessments											
100-36100	SPECIAL ASSESS/INT (CTY. PYMT)	-	6,374	-	-	-	-	-	0.00%		
Total Special Assessments		-	6,374	-	-	-	-	-	0.00%		
Interest on Investments											
100-36210	INTEREST EARNINGS	4,347	7,445	8,444	4,768	1,603	5,000	3,000	-40.00%		
Total Interest on Investments		4,347	7,445	8,444	4,768	1,603	5,000	3,000	-40.00%		
Miscellaneous											
100-36220	INSURANCE PREMIUM REFUND	\$ 2,321	\$ 1,327	\$ 905	\$ 1,934	\$ -	\$ 3,500	\$ 3,500	0.00%		
100-36230	MISC. CONTRIB./REFUND	27,439	939	69,772	3,644	457	500	500	0.00%		
100-36231	DONATIONS	-	4,550	-	-	-	-	-	0.00%	Donations	
100-36240	COMMUNITY CENTER REVENUES	1,350	1,500	500	150	-	2,000	1,000	-50.00%		
100-36242	PARK RENTAL FEE	500	500	650	-	-	-	-	0.00%		
100-36250	SALES TAX (COLLECTED)	-	(45)	-	-	-	-	-	0.00%		
100-36260	FESTIVAL REVENUES	-	-	-	-	-	-	-	0.00%	No Festivals	
100-36261	EVENT REVENUES	-	-	-	-	-	-	-	0.00%	Clean up day - move to directly offset expenses	
100-39102	COMPENSATION FOR LOSS OF GEN	-	-	-	-	-	-	-	0.00%		
100-39900	PROCEEDS FROM LEASE	15,508	-	-	-	-	-	-	0.00%		
Total Miscellaneous		47,118	8,771	71,827	5,728	457	6,000	5,000	-16.67%		

City of Independence
2022 Budget

Account	Description	Final				YTD		Budget		Change from PY Budget	Comments/ % Change
		2017	2018	2019	2020	2021	2021	2022			
Transfers											
100-39200	Transfer in	-	-	-	-	-	-	-	-	0.00%	
Total Transfers		-	-	-	-	-	-	-	-	0.00%	
Total		2,825,440	2,919,767	3,059,945	3,127,693	1,931,233	3,326,128	3,422,508	2.90%		
Mayor and Council											
100-41000-100	MAYOR'S SALARY	3,000	3,000	3,000	2,834	166	3,000	3,450	15.00%		
100-41000-103	COUNCIL SALARIES	7,200	6,784	7,200	7,200	5,100	7,200	8,280	15.00%		
100-41000-122	FICA(6.2) MEDICARE (1.45)	780	780	780	780	390	780	897	15.00%		
100-41000-321	COMMUNICATIONS	-	-	-	-	-	-	-	0.00%		
100-41000-331	CONFERENCE & TRAVEL	7,649	18,554	6,175	2,445	1,519	9,270	9,270	0.00%		
100-41000-360	WORKERS COMP INSURANCE	1,080	-	-	-	-	-	-	0.00%	No Workers Comp Breakdown for Council	
100-41000-361	INSURANCE	-	1,128	1,297	1,238	1,550	1,420	1,627	14.58%	Per LMCIT - Expect 10-15% increases in rates 6.21.21	
100-41000-405	MISCELLANEOUS	60	-	238	-	67	240	240	0.00%		
100-41000-433	DUES & SUBSCRIPTIONS	1,309	109	329	430	218	1,700	1,700	0.00%		
Total Mayor and Council		21,078	30,355	19,020	14,928	9,010	23,610	25,464	7.85%		
Election											
100-41410-102	ELECTION OFFICIAL'S WAGES (PT)	885	2,553	928	4,106	-	2,500	2,652	6.08%	\$12/hr	
100-41410-210	OPERATING SUPPLIES/MTN EQUIP.	983	1,081	1,858	4,716	727	1,030	1,030	0.00%		
100-41410-350	PRINTING & PUBLICATIONS	730	2,143	-	675	-	770	770	0.00%		
100-41410-351	BALLOT PRINTING	-	-	-	-	-	-	-	0.00%		
100-41410-405	MISCELLANEOUS	918	1,176	266	410	-	1,000	548	-45.20%		
Total Election		3,515	6,952	3,052	9,907	727	5,300	5,000	-5.66%		
Financial Administration											
100-41500-101	WAGES (FULL-TIME)	\$ 42,402	\$ 45,796	\$ 48,901	\$ 58,365	\$ 37,547	\$ 53,388	\$ 76,674	43.62%	Per Salary Schedule	
100-41500-102	WAGES (PART-TIME)	26,409	35,093	34,513	39,394	20,403	37,651	70,905	88.32%	Per Salary Schedule	
100-41500-103	WAGES (TEMPORARY HELP)	-	-	-	-	-	-	-	0.00%	Per Salary Schedule	
100-41500-121	PERA	5,164	6,241	6,295	7,260	4,623	6,830	9,925	45.31%	Per Salary Schedule	
100-41500-122	FICAMEDICARE	4,469	6,364	6,390	7,309	4,761	6,966	10,123	45.32%	Per Salary Schedule	
100-41500-131	CITY PAID BENEFIT ALLOWANCE-LI	10,433	24,202	28,072	25,825	18,278	24,786	27,720	11.84%	Per Salary Schedule	
100-41500-133	COBRA EMPLOYEE INSURANCE	-	-	-	-	-	-	-	0.00%		
100-41500-200	OFFICE SUPPLIES	4,396	5,182	6,119	5,963	9,225	4,770	4,770	0.00%		
100-41500-301	AUDITING FEES	10,090	10,270	10,270	12,600	8,400	12,980	13,500	4.01%		
100-41500-305	CPA FEES	74,244	75,266	69,513	73,571	54,254	72,330	74,500	3.00%		
100-41500-302	ADMINSTRATION CONSULTING	-	-	91,728	99,895	55,672	111,300	116,865	5.00%	Per contract	
100-41500-310	OTHER CONSULTING EXPENSE	84,032	107,153	12,627	12,572	-	15,000	10,000	-33.33%	includes comp plan (\$10,000)	
100-41500-313	UNCOLLECTED PROJECT EXPENSES	-	32,115	2,778	-	-	-	-	0.00%	Per Contract - through 2020	
100-41500-315	ASSESSOR'S FEE	60,000	62,000	65,000	67,000	69,140	69,000	69,000	0.00%	HC is estimating 2021 to be \$69k, per Mark K.	
100-41500-321	COMMUNICATIONS	3,755	5,769	7,248	7,696	20,353	4,220	4,220	0.00%	2019 Note:Frontier (\$415), ADP (\$40)	
100-41500-322	POSTAGE	824	1,528	904	741	629	1,750	1,750	0.00%		
100-41500-330	TRANSPORTATION	-	-	-	-	-	-	-	0.00%		
100-41500-331	TRAVEL & CONFERENCE EXPENSE	1,428	1,323	575	-	261	1,700	1,700	0.00%		
100-41500-350	PRINTING&PUBLICATIONS-(LEGALS)	8,544	13,079	13,281	10,737	14,667	13,790	13,790	0.00%	Bring in line with past actuals	
100-41500-360	WORKERS COMP INSURANCE	7,302	7,941	7,263	6,550	6,989	9,725	7,688	-20.95%	Per LMCIT - Expect 10-15% increases in rates 6.21.21	
100-41500-361	INSURANCE	-	1,325	1,342	1,238	1,895	1,530	1,753	14.58%	Per LMCIT - Expect 5-10% increases in rates 6.21.21	
100-41500-404	MAINT.&REPAIR EQUIP.(CONTRACT)	2,705	175	-	5,721	279	2,000	2,000	0.00%	Reduce to 2k per Mark K.	
100-41500-405	MISCELLANEOUS	1,522	1,505	1,804	4,690	999	1,590	1,590	0.00%		
100-41500-433	DUES & SUBSCRIPTIONS	8,210	4,192	8,214	8,064	6,081	9,840	9,840	0.00%	LMC Dues (\$4,288), Banyon Annual Fee (\$795), Metro Cities (\$1,706), MCFOA (\$40), Code Red (\$2,000), NW Henn League (\$200), Sensible Land Use (\$250)	
100-41500-480	COVID 19	-	-	-	2,075	-	-	-	0.00%		
100-41500-602	LEASE/PURCHASE (COPIER)	6,454	3,764	4,736	5,196	2,131	4,290	4,290	0.00%	Decrease due to lower copier lease payment (went from \$535 to 279) Copier \$279*12, Pitney Bowes \$175*4	
100-41500-720	TRANSFERS OUT	-	-	42,138	-	-	-	-	-		
100-49000-720	TRANSFERS OUT	-	-	-	-	-	-	-	0.00%		
100-49000-800	CONTINGENCY	-	-	-	-	-	-	-	0.00%		
100-49240-375	CLAIM DEDUCTIBLE	-	-	-	500	-	590	590	0.00%		
100-49240-620	AGENCY FEES	1,700	2,000	-	-	-	2,120	2,120	0.00%		
100-49300-720	TRANSFER OUT	-	48,950	-	-	149,173	68,770	68,770	0.00%		
Total Financial Administration		364,084	501,234	469,712	462,965	485,761	536,916	604,083	12.51%		

City of Independence
2022 Budget

Account	Description	Final				YTD	Budget		Change from PY Budget	Comments/ % Change
		2017	2018	2019	2020	2021	2021	2022		
Capital Outlay - General Government										
100-41500-560	CAPITAL OUTLAY (OFFICE EQUIP)	-	1,841	11,333	24,122	3,687	40,000	35,000	-12.50%	Reduced to 35k
100-41500-570	CAPITAL OUTLAY (COMPUTER EQUIP	15,508	-	269	-	-	-	-	0.00%	Combining
100-41940-510	C.O. (LAND AND BUILDING)	28,819	4,610	3,632	195	-	-	-	0.00%	
Total Capital Outlay - General Government		44,327	6,451	15,234	24,317	3,687	40,000	35,000	-12.50%	
Legal Services										
100-41600-304	CIVIL, LEGAL (K&G)	48,689	19,733	14,950	22,004	7,299	17,910	17,910	0.00%	
100-41600-306	PROSECUTION (C&C)	16,812	19,215	16,415	15,617	14,219	23,340	23,340	0.00%	Bring in line with past actuals - average of last 4 years
100-41600-312	CODIFICATION OF ORDINANCES	-	2,330	2,747	2,165	338	2,580	2,580	0.00%	
100-41600-405	MISC.	-	-	-	-	-	-	-	0.00%	
Total Legal Services		65,501	41,277	34,112	39,785	21,856	43,830	43,830	0.00%	
Planning and Zoning										
100-41900-307	PLANNER CONSULTING	\$ 24,064	\$ 26,460	\$ 30,561	\$ 32,969	\$ 12,455	\$ 30,000	\$ 31,400	4.67%	Per contract
100-41900-311	WATER RESOURCE STAFF FEE	551	-	-	-	-	-	-	0.00%	
100-41900-360	WORKERS COMP INSURANCE	5,498	-	-	-	-	-	-	0.00%	Moved to Gen Insurance
100-41900-361	INSURANCE	-	4,949	4,511	4,332	5,381	4,930	5,650	14.60%	Per LMCIT - Expect 5-10% increases in rates 6.21.21
100-41900-405	MISC.	-	84	640	-	532	-	-	0.00%	
Total Planning and Zoning		30,113	31,493	35,713	37,301	18,368	34,930	37,050	6.07%	
Water Resource										
100-41920-311	WATER RESOURCE STAFF FEE	-	-	-	-	-	-	3,000	0.00%	added based on properties not in pioneer
100-41920-330	TRANSPORTATION	-	-	-	-	-	-	-	0.00%	
100-41920-320	WATER RESOURCE STAFF	1,628	(1,005)	305	-	-	-	-	0.00%	Reduced since it's being recorded in fund 200.
100-41920-331	OTHER CONSULTING FEES (PS)	-	-	-	-	-	-	-	0.00%	
Total Water Resource		1,628	(1,005)	305	-	-	-	3,000	0.00%	
General Government Buildings										
100-41940-321	COMMUNCIATIONS	12,225	10,584	8,650	2,975	6,577	10,000	10,000	0.00%	Frontier (\$110/mo). Misc other costs \$3,000
100-41940-350	ADVERTISING (COMM. CENTER)	-	-	-	-	-	-	-	0.00%	
100-41940-360	WORKERS COMP INSURANCE	2,253	-	-	-	2,084	-	-	0.00%	Moved to Gen Insurance
100-41940-361	INSURANCE	-	2,317	3,377	3,653	4,027	3,690	4,229	14.61%	Per LMCIT - Expect 5-10% increases in rates 6.21.21
100-41940-380	UTILITIES (NSP,GAS,LINEN)	2,814	8,632	7,890	8,351	10,726	12,360	12,360	0.00%	Bring in line with past actuals
100-41940-384	GARBAGE PICK-UP	1,240	1,266	1,321	1,510	979	1,310	1,310	0.00%	\$105/mo
100-41940-401	MAINT.&REPAIR BLD	10,301	11,467	8,132	4,374	11,627	13,600	13,600	0.00%	Ameripride - Mats for City Hall, moved from Misc
100-41940-402	MUSEUM	-	-	-	-	-	150	150	0.00%	
100-41940-403	GROUND MAINTENANCE	-	-	580	-	-	560	560	0.00%	
100-41940-404	SNOW REMOVAL	-	-	-	-	-	-	-	0.00%	
100-41940-405	MISCELLANEOUS	4,845	4,223	5,478	3,120	9,695	2,500	2,500	0.00%	moved to Maint. Repair Bldg
Total General Government Buildings		33,677	38,490	35,427	23,982	45,714	44,170	44,709	1.22%	
Police										
100-42400-301	AUDITING FEES	-	-	-	-	-	-	-	0.00%	
100-42000-405	MISCELLANEOUS	1,121	-	2,589	3,767	8,944	1,230	1,230	0.00%	Cornerhouse
100-42000-440	CONTRACT	1,089,403	1,114,388	1,115,052	996,170	936,852	1,179,700	1,314,399	11.42%	Updated with numbers from W. Hennepin Budget 8.18.21
100-42000-441	ROOM & BOARD	-	-	-	-	-	-	-	0.00%	
100-42000-442	PRISONER BOOKING	1,030	920	4,041	1,307	233	1,700	1,700	0.00%	
100-42000-461	BUILDING CODE SURCHARGE	-	-	-	-	-	-	-	0.00%	
Total Police		1,091,554	1,115,308	1,121,681	1,001,243	946,028	1,182,630	1,317,329	11.39%	
Fire										
100-42000-450	FIRE PROTECTION	332,979	356,229	390,343	396,275	229,177	409,096	386,100	-5.62%	2022 Estimates: MP \$225,296; Loretto \$93,759; Delano \$67,045
Total Fire		332,979	356,229	390,343	396,275	229,177	409,096	386,100	-5.62%	
Animal Control										
100-42000-470	ANIMAL CONTROL	-	-	-	-	-	-	-	0.00%	
Total Animal Control		-	-	-	-	-	-	-	0.00%	

City of Independence
2022 Budget

Account	Description	Final				YTD		Budget		Change from PY Budget	Comments/ % Change
		2017	2018	2019	2020	2021	2021	2022			
Building Inspection											
100-42400-101	WAGES (FULL-TIME)	\$ 75,417	\$ 73,670	\$ 79,429	\$ 89,655	\$ 50,879	\$ 80,380	\$ 88,892	10.59%	Per Salary Schedule	
100-42400-104	WAGES- (TEMP HELP)	443	-	-	-	-	-	-	0.00%	Per Salary Schedule	
100-42400-121	PERA	5,604	5,649	5,953	6,648	4,212	6,028	6,667	10.60%	Per Salary Schedule	
100-42400-122	FICA/MEDICARE	4,677	5,759	6,029	6,674	4,211	6,149	6,800	10.59%	Per Salary Schedule	
100-42400-131	CITY PAID BENEFIT ALLOWANCE-LI	14,936	13,969	12,538	16,761	12,743	15,390	16,500	7.21%	Per Salary Schedule	
100-42400-200	OFFICE SUPPLIES	941	322	237	65	3,557	720	720	0.00%		
100-42400-212	VEHICLE OPER.SUPPLIES(FUEL,ETC)	710	760	764	1,485	858	820	820	0.00%		
100-42400-310	OTHER CONSULTING EXPENSE	284	1,334	346	-	-	520	520	0.00%		
100-42400-321	COMMUNICATIONS	1,650	1,764	1,977	1,771	935	2,080	2,080	0.00%	Frontier (\$110/mo), Cell phone (\$40/mo)	
100-42400-331	CONFERENCE & TRAVEL	265	819	2,498	187	205	2,580	2,580	0.00%		
100-42400-360	WORKERS COMP INSURANCE	3,136	3,176	2,905	2,620	3,008	3,710	3,294	-11.21%	Per LMCIT - Expect 10-15% increases in rates 6.21.21	
100-42400-361	INSURANCE	-	1,251	1,451	1,395	1,539	1,410	1,616	14.61%	Per LMCIT - Expect 5-10% increases in rates 6.21.21	
100-42400-405	MISCELLANEOUS	-	-	-	-	-	-	-	0.00%		
100-42400-433	DUES & SUBSCRIPTIONS	644	550	155	160	-	410	410	0.00%		
Total Building Inspection		108,707	109,023	114,282	127,420	82,148	120,197	130,899	8.90%		
Capital Outlay - Public Safety											
100-42400-570	CAPITAL OUTLAY (EQUIP PURCHA)	1,297	-	-	-	-	430	430	0.00%	DNU	
100-42000-570	C. O.	-	-	-	-	-	-	-	0.00%		
Total Capital Outlay - Public Safety		1,297	-	-	-	-	430	430	0.00%		
Streets											
100-43100-101	WAGES (FULL-TIME)	\$ 160,143	\$ 165,929	204,974	185,276	115,780	\$ 151,832	\$ 118,734	-21.80%	Per Salary Schedule	
100-43100-102	WAGES (PART-TIME)	204	-	-	690	-	-	-	0.00%	Per Salary Schedule	
100-43100-121	PERA	12,931	13,829	13,159	13,822	9,101	11,387	8,905	-21.80%	Per Salary Schedule	
100-43100-122	FICA/MEDICARE	10,517	13,223	13,453	13,978	9,621	11,615	9,083	-21.80%	Per Salary Schedule	
100-43100-131	CITY PAID BENEFIT ALLOWANCE	26,378	35,557	32,593	34,328	21,227	35,640	28,875	-18.98%	Per Salary Schedule	
100-43100-210	OPERATING SUPPLIES	240	-	269	3,960	13,709	680	680	0.00%		
100-43100-212	VEHICLE OPER.SUPPLIES(FUEL,ETC)	12,190	20,428	22,635	14,523	7,790	24,590	24,590	0.00%		
100-43100-217	SIGNS	4,341	5,268	4,045	5,389	-	6,700	6,700	0.00%	Signs being replaced to bring into compliance	
100-43100-218	UNIFORMS	2,441	2,703	4,363	4,946	2,590	2,970	2,970	0.00%	bring in line with actuals	
100-43100-219	CULVERTS	4,402	2,499	7,543	-	-	5,300	5,300	0.00%		
100-43100-220	MAINT.&REPAIR SUPPLIES (EQUIP)	18,681	21,846	24,029	24,755	10,595	24,400	24,400	0.00%		
100-43100-223	MAINT. & REPAIR SUPPLIES(BLDG.)	4,090	4,321	5,943	5,763	2,438	5,070	5,070	0.00%		
100-43100-224	ROAD MANT-MATERIALS (ON-GOING)	105,257	118,641	62,252	69,316	48,089	74,280	74,280	0.00%		
100-43100-225	RD.UPGRADING MAT.(CAP.IMPROVE)	-	-	-	-	-	-	-	0.00%		
100-43100-226	BLACKTOP MATERIAL	51,797	30,527	38,540	4,885	-	46,380	46,380	0.00%		
100-43100-227	EQUIPMENT CONTRACT HIRE	560	-	375	-	-	1,090	1,090	0.00%		
100-43100-240	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,057	-	428	350	350	0.00%		
100-43100-301	AUDITING FEES	-	-	-	-	-	-	-	0.00%		
100-43100-303	ENGINEERING	4,541	2,035	11,661	8,237	2,252	9,920	9,920	0.00%		
100-43100-310	OTHER CONSULTING EXPENSE	-	-	-	-	-	-	-	0.00%		
100-43100-321	COMMUNICATIONS (PHONE,E-MAIL)	5,333	5,865	6,652	6,321	4,711	5,940	5,940	0.00%	(\$250)	
100-43100-331	TRAVEL,CONF.,EDUC.EXPENSE	485	600	600	-	296	1,120	1,120	0.00%		
100-43100-350	PRINTING & PUBLICATIONS	981	-	1,158	-	288	3,710	3,710	0.00%	bring in line with actuals	
100-43100-360	WORKERS COMP INSURANCE	11,512	7,941	7,263	6,918	6,417	9,275	7,058	-23.90%	Per LMCIT - Expect 10-15% increases in rates 6.21.21	
100-43100-361	INSURANCE	-	6,856	9,442	9,477	8,415	7,710	8,835	14.59%	Per LMCIT - Expect 5-10% increases in rates 6.21.21	
100-43100-380	UTILITIES	7,888	8,386	7,236	6,881	4,629	10,750	10,750	0.00%		
100-43100-381	STREET LIGHTING	6,701	4,922	5,194	5,976	3,126	3,090	3,090	0.00%		
100-43100-384	GARBAGE PICK-UP	26	-	-	-	-	510	510	0.00%		
100-43100-402	WEED CONTROL	-	-	-	-	-	-	-	0.00%		
100-43100-405	MISCELLANEOUS	-	36	499	425	720	280	280	0.00%		
100-43100-403	SEAL COATING	-	-	-	-	-	-	-	0.00%		
100-43100-404	ROAD TILING	-	-	-	-	-	-	-	0.00%		
100-43100-407	SNOW REMOVAL-MATERIALS	27,259	26,977	36,353	28,142	-	29,850	29,850	0.00%		
100-43100-408	DUST CONTROL	61,200	60,094	61,040	62,457	67,840	75,350	75,350	0.00%		
100-43100-412	BRUSH & TREE REMOVAL	2,160	7,565	1,280	15,178	14,875	15,910	15,910	0.00%		
100-43100-413	SALES/FUEL TAX & LICENSE	10	96	-	116	-	550	550	0.00%		
100-43100-415	SAC CHARGES	-	-	-	-	-	590	590	0.00%		
100-43100-418	WEED CONTROL	-	-	2,306	1,164	-	3,180	3,180	0.00%		
100-43100-420	GOPHER STATE ONE-CALL	1,375	1,419	1,408	1,654	903	2,030	2,030	0.00%		
100-43100-421	SEAL COATING	-	-	-	19,473	-	50,000	50,000	0.00%		
100-43100-422	ROAD TILING	-	-	-	34,393	37,901	50,000	50,000	0.00%		
100-43100-430	SAFETY PROGRAM(AWAIR, ETC.	1,800	2,195	1,800	3,600	-	2,030	2,030	0.00%		
100-43100-433	MEMBERSHIP DUES	102	-	-	-	-	660	660	0.00%		

City of Independence
2022 Budget

Account	Description	Final		YTD		Budget		Change from PY Budget	Comments/ % Change	
		2017	2018	2019	2020	2021	2021			2022
100-43100-720	TRANSFER OUT	-	60,000	68,623	75,000	33,750	60,000	60,000	0.00%	2020 Revenue for PW Capital Fund
Total Streets		545,545	629,757	657,744	667,044	427,489	744,739	698,771	-6.17%	
Capital Outlay - Public Works										
100-43100-550	C.O. (ROAD IMPROV. - 802)	-	-	-	-	-	-	-	0.00%	
100-43100-560	CAPITAL OUTLAY (OFFICE EQUIP.)	-	-	-	-	-	-	-	0.00%	
100-43100-570	C.O. (EQUIP. PURCH. -803)	7,000	4,611	300	2,544	58,455	50,000	-	-100.00%	2021 budget or new pickup for PW Capital Plan
100-43100-580	C.O. (PUBLIC WORKS BLD. -801)	-	-	-	-	-	-	-	0.00%	
Total Capital Outlay - Public Works		7,000	4,611	300	2,544	58,455	50,000	-	-100.00%	
Recycling										
100-43200-383	RECYCLING EXPENSES	\$ 48,874	\$ 49,035	\$ 50,885	\$ 51,640	\$ 51,046	\$ 68,850	\$ 68,850	0.00%	Approx \$4,080/mo - Randy's Recycling, Inc \$15,800 per new Contract for 2021
100-43200-405	MISCELLANEOUS	230	-	-	-	119	-	-	0.00%	
100-43200-411	CLEAN-UP DAY	905	(133)	215	-	11,843	-	-	0.00%	
Total Recycling		50,009	48,901	51,100	51,640	63,009	68,850	68,850	0.00%	
Park										
100-45100-120	COMMUNITY EVENT CONTRIBUTIONS	6,158	4,644	3,292	3,346	-	7,110	7,110	0.00%	City contribution to Orono Community Center/WeCAN/Delano Sr. Center
100-45100-405	MISCELLANEOUS	-	-	-	-	-	-	-	0.00%	
100-45200-409	YOUTH GROUPS	-	-	-	-	-	680	680	0.00%	Lyndale Lutheran Church
100-45300-210	SUPPLIES & MATERIALS	-	1,368	100	-	-	1,120	1,120	0.00%	
100-45300-220	REPAIRS & MAINTENANCE (MOWING)	6,902	6,379	6,516	4,879	-	6,580	6,580	0.00%	
100-45300-230	EQUIPMENT PURCHASES	-	-	-	-	-	580	580	0.00%	
100-45300-310	OTHER CONSULTING EXPENSE	-	-	-	-	-	580	580	0.00%	
100-45300-331	CONFERENCE & TRAVEL	-	-	-	-	-	-	-	0.00%	
100-45300-350	PRINTING&PUBLICATIONS-(LEGALS)	-	-	-	-	-	-	-	0.00%	
100-45300-361	INSURANCE	2,955	3,039	3,533	3,872	4,213	3,860	4,423	14.59%	Per LMCIT - Expect 5-10% increases in rates 6.21.21
100-45300-380	UTILITIES/WASTE REMOVAL	-	-	-	-	-	680	680	0.00%	Park lighting
100-45300-405	MISCELLANEOUS	-	-	-	-	-	240	240	0.00%	
100-45300-451	FESTIVAL EXPENDITURES	-	-	-	-	-	-	-	0.00%	No City Festivals
Total Park		16,015	15,430	13,440	12,097	4,213	21,430	21,993	2.63%	
Total		2,717,030	2,934,508	2,961,463	2,871,447	2,395,642	3,326,128	3,422,508	2.90%	
Revenues Over (Under) Expenditures		108,410	(14,741)	140,620	256,246	(464,409)	-	0		
Other Financing Sources										
100-39101	SALE OF LAND	-	-	-	-	-	-	-		
Total Other Financing Sources		-	-	-	-	-	-	-		
Net Change in General Fund Fund Balance		\$ 108,410	\$ (14,741)	\$ 140,620	\$ 256,246	\$ (464,409)	\$ -	\$ 0		

City of Independence

General Administration Action Items – 12.7.2021

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: December 7, 2021

Action Items:

Hennepin County Residential Waste Reduction and Recycling Grant

Hennepin County requires each city to implement and maintain an organics recycling program for all residents. The City annually receives funding from Hennepin County for recycling. In order for the City to continue to receive the funding, an update the agreement is required. The agreement updates a provision which requires cities to provide an organics recycling option to all residents. The City will establish a drop-off bin at City Hall for use by residents in order to comply with the program.

American Recovery Act Plan Funds

It has been identified that there may be additional funds available as a result of organizations not requesting funding. The City can pass a resolution that would accept additional funds if redistribution would provide for additional proceeds.

Delinquent Sewer Charges Certification

The City annually certifies delinquent sewer service charges to the County for incorporation on individual property taxes.

Consideration of Stipulation Agreement to Allow Use of the Existing Home While Constructing a New Home on the Property Located at 2160 Nelson Rd.

Erik and Marjorie Hegstrom are asking the City to allow them to maintain and live in the existing home located on the property while they construct a new home on the same property. The City has recently considered a similar request and developed a stipulation agreement and escrow deposit requirement that would allow for this to occur. The existing home would have to be removed prior to issuance of a final certificate of occupancy for the new home.

Public Works Garage Roof

The City has been trying to maintain the public works garage roof in a stable condition for the last 3-4 years. There are several places where the roof is failing and now at a point where repairs are no longer advisable (see pictures in the attached proposal). During heavy rainfall events this year, the City has begun to experience some minor leaking. The City has developed and maintained a capital building fund for the public works and city hall facilities. The current balance of the fund is \$104,000. In order to understand possible solutions for resolving the issues, the City discussed both the option of repairing sections of the roof and replacing the entire roof. It was determined that replacement of the roof would provide the best long-term solution and highest value. The City received two quotations and discussed the roof with several additional contractors. Based on the quotations provided, the City is recommended moving forward with Pinnacle Roofing Systems located in Rockford.

Pinnacle Roofing Systems: \$104,518.00 (extended validity of quote through 12.10)
NMC Roofing: \$110,000

Council Direction:

Staff is seeking Council direction and approval if determined to be

Attachments:

RESOLUTION 21-1207-07 – Considering approval of the Hennepin County Residential Waste Reduction and Recycling Grant Agreement.

RESOLUTION 21-1207-08 – Considering approval to accept the redistribution of unrequested American Recovery Plan Act funds.

RESOLUTION 21-1207-09 – Certifying Delinquent Sewer Service Charges. The City is annually required to certify delinquent sewer service charges to Hennepin County for inclusion in 2022 property tax bills.

Stipulation Agreement

Public Works – Roof Replacement Quotations

Pinnacle Roofing Systems
NMC Roofing



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-07

**RESOLUTION TO APPROVE THE 2022-2025 RESIDENTIAL WASTE REDUCTION
AND RECYCLING GRANT AGREEMENT WITH HENNEPIN COUNTY**

WHEREAS, pursuant to Minnesota Statutes, Chapter 115A.552, Counties shall ensure that residents have an opportunity to recycle; and

WHEREAS, Hennepin County Ordinance 13 requires that each city implement and maintain a recycling and organics recycling program; and

WHEREAS, the Hennepin County Board at its October 26, 2021 meeting adopted a funding policy to continue to fund cities within Hennepin County for the contract period of January 1, 2022 through December 31, 2025; and

WHEREAS, in order to receive grant funds, the City must sign the agreement; and

WHEREAS, the City wishes to receive these grant funds each year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Independence, Minnesota, that the City Council accepts the agreement as proposed.

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor, City Administrator or his designee to execute such Residential Waste Reduction and Recycling Grant Agreement with the County.

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of _____ ayes and _____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-08

**A RESOLUTION TO ACCEPT THE REDISTRIBUTION OF
UNREQUESTED CORONA VIRUS LOCAL FISCAL RECOVERY FUND
ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, The Fiscal Recovery Funds provides for \$19.53 billion in payments to be made to States and territories which will distribute the funds to nonentitlement units of local government (NEUs).

WHEREAS, NEUs generally have populations below 50,000.

WHEREAS, The ARPA requires that States and territories allocate funding to NEUs in an amount that bears the same proportion as the population of the NEU bears to the total population of all NEUs in the State or territory.

WHEREAS, after the deadline of October 11, 2021, passed for NEUs to request ARPA funds, nearly \$12 million of the \$377 million available to Minnesota’s NEUs remained unrequested.

WHEREAS, as allowed by the U.S. Treasury, the State of Minnesota has redistributed these remaining funds amongst eligible local governments who requested ARPA funds.

WHEREAS, the redistribution amount is approximately \$3.47 per capita, capped at 75% of the most recent budget adopted as of January 27, 2020.

WHEREAS, \$402,422 has been allocated to the City of Independence (“City”) pursuant to the ARPA (Redistribution).

WHEREAS, the Redistribution will be distributed in two tranches with half received in 2021 and the second half in 2022.

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

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

1. The City accepts the Redistribution of coronavirus local fiscal recovery fund established under the ARPA to be used in a manner consistent with guidance adopted by the United State Department of Treasury.
2. The City Clerk and Mayor are authorized to take actions to secure the Redistribution for the City, if necessary.

Adopted by the City Council of Independence, Minnesota this 7th day of December 2021.

Marvin Johnson, Mayor

Mark Kaltsas, City Administrator



RESOLUTION OF THE
CITY OF INDEPENDENCE
HENNEPIN COUNTY, MINNESOTA

RESOLUTION NO. 21-1207-09

**RESOLUTION CERTIFYING DELINQUENT SEWER SERVICE CHARGE AS
SPECIAL ASSESSMENTS**

WHEREAS, the records of the billing department of the City of Independence lists certain accounts delinquent for the year 2021 (a copy of which is 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% of the payable 2022 tax rolls.

List of Delinquent Accounts

5695 LAKE SARAH HEIGHTS DR	\$1,184.83
5275 COUNTY RD 11	\$1,124.75
3925 INDEPENDENCE ROAD	\$1,124.75
3690 INDEPENDENCE ROAD	\$1,124.75
5574 COUNTY RD 11	\$899.82
3001 LINDGREN LANE	\$798.60
4885 PERKINSVILLE RD	\$532.40
1951 BAKER PARK ROAD	\$484.00
	<u>\$7,273.90</u>

This resolution was adopted by the City Council of the City of Independence on this 7th day of December 2021, by a vote of ____ ayes and ____ nays.

Marvin Johnson, Mayor

ATTEST:

Mark Kaltsas, City Administrator

**STIPULATION
FOR REMOVAL OF HOUSE**

The undersigned, Erik and Marjorie Hegstrom (Hegstrom), hereby stipulate and agree with the City of Independence (“City”) as follows:

RECITALS

WHEREAS, Hegstrom owns a home at 2160 Nelson Road, Independence, Minnesota 55328 (PID 1911824130001) (the “Property”), and;

WHEREAS, Hegstrom intends to construct a new home on the Property to replace the existing house, and;

WHEREAS, two primary structures (houses) cannot be lawfully located on the same lot of record under the City’s zoning code, and;

WHEREAS, Hegstrom wishes to retain and continue to occupy the existing home while the new home is being constructed, and;

WHEREAS, the City is willing to allow Hegstrom to complete construction of the new home upon Hegstrom’s agreement to promptly raze and remove the existing house upon completion of the new house.

AGREEMENT

NOW, THEREFORE, in consideration of the City’s willingness to permit construction of a new home on the Property while an existing home is temporarily retained, Hegstrom hereby agrees as follows:

1. Hegstrom shall remove the existing house within ninety (90) days of substantial completion of the new home as reasonably determined by the City’s building official.
2. Hegstrom shall deposit \$5000.00 with the City, to be held in escrow, upon execution of this Agreement (“Deposit”) to secure completion of the house removal. The City may retain the deposit in its entirety in the event the existing house is not removed as provided this Agreement to offset the City’s anticipated costs to secure compliance.
3. Upon substantial and satisfactory completion of construction of the new home as determined by the City’s building official, Hegstrom may request and be issued a temporary certificate of occupancy for the new home and may occupy such new home during removal of the existing home. The temporary certificate of occupancy shall be for a period of ninety (90) days and shall be revocable by the building official in the event he/she determines that removal of the existing house is not proceeding or has ceased.

4. Hegstrom acknowledges that maintenance of two principal structures (homes) on the Property is impermissible and unlawful under Section 530.01, Subd. 2 of the City Code, and further that the City may cite and prosecute Hegstrom for non-compliance with this Agreement, or may sue to enjoin compliance with this Agreement, or may otherwise take any action deemed appropriate to secure compliance with this Agreement, and Hegstrom waives any opposition or defense to any such legal action to secure compliance with this Agreement.

IN WITNESS WHEREOF, Hegstrom has caused this instrument to be executed in acknowledgement and acceptance of all the terms and conditions herein set forth.

Dated: _____, 2021

Erik Hegstrom

Marjorie Hegstrom

STATE OF MINNESOTA)
) ss
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this ____ day of _____, 2021 by Erik and Marjorie Hegstrom, husband and wife.

(Notarial Seal)

Notary Public

PINNACLE

Roofing Systems

Commercial Roofing Specialists

PROPOSAL / AGREEMENT

Proposal Date: October 18, 2021

Contract Date: _____

Between City of Independence, Owner and Pinnacle Roofing Systems, Contractor. Minnesota Contractor License # 0004246.

WORK TO BE PERFORMED AT:

**Public Works Building
1920 County Road 90
Independence, MN 55359**

MAILING ADDRESS:

**Shawn Bode
City of Independence Minnesota
1920 County Road 90
Independence, MN 55359**

WORK TO BE PERFORMED:

Contractor will supply labor and material to re-roof the flat sections approximately 13,500 square feet of roof surface as follows:

Conduct a pre-job meeting with owner representative to address safety, jobsite logistics, schedule, etc. Coordinate with owner to identify and remove any unused rooftop equipment and penetrations.

Install fall protection system for the duration of the project.

Remove the sheet metal fascia from the walls and roof perimeter and dispose of it.

Remove the rock ballast and set it aside for re-use.

Tear off existing roof composition down to insulation and dispose of it. This process exposes the existing roof insulation and underlayment so that any wet or deteriorated areas may be replaced, while preserving the value of insulation that is in re-usable condition.

Inspect insulation. Replace any wet or damaged areas at an additional cost of \$1.90 per board foot. Wet insulation will cause rot or rust to the structural roof deck and must be removed.

Inspect the structural roof deck in areas where insulation has been removed. Repair or replace any damaged areas at an additional cost of \$10.10 per square foot. This process is very important to ensure the structural integrity of the roof and provide a safe environment for your personnel.

Inspect all perimeter wood blocking to which the roof will be fastened. Re-fasten this blocking to the structure 2 foot on center with #14 screws. This process ensures the roof perimeter will remain securely in place.

Install tapered insulation crickets at the roof edges to move water towards drains.

No additional insulation required to roof because existing R-rating is 30.

Install Carlisle, Johns Manville, or GenFlex 60-mil EPDM synthetic rubber roof membrane system. This tough, flexible roof will be installed in accordance with the manufacturer's specifications and incorporate Pinnacle's unique quality control system.

Membrane will be ballasted by re-using the existing gravel. The benefit of the ballasted system is its simplicity – the roof is reliably held in place by gravity. Owner is to determine that the structure will support the weight of the ballast.

Flash all protrusions, curbs, perimeters, etc. using manufacturer's recommended details.

Use reinforced, non-penetrating perimeter termination. This important system positively holds the membrane in place at the roof perimeter for the ultimate in reliability.

Flash all plumbing stacks with pre-molded rubber pipe boots. Pre-molded boots are the preferred method for flashing pipes. Boots will be sealed to the pipes with mastic and stainless-steel clamps.

Install new, pre-finished cap metal, cant fascia and counter flashing metal at the perimeter. Metal flashing will be custom fabricated exclusively for your job from 24-gauge steel and expertly installed to give your building a nicely finished, professional appearance. This metal flashing is the part of the new roof that people see, and provides a clean, finished look to the roof edge. You have the choice of many architectural colors to choose the look that best suits your goals.

Metal flashing will be fastened through the fascia to avoid fastening through the roof membrane.

Replace the existing scuppers with new pre-finished steel spillout scuppers. New scuppers provide a reliable connection between the new roof and downspouts.

Reuse existing downspouts.

Install 4 lineal feet of protective walkway pads. This walkway protects your investment from damage due to traffic on the roof.

Clean up all debris related to our work on the roof and on the exterior grounds on a daily basis.

Includes 20-year manufacturer's warranty on material and workmanship. The manufacturer's warranty process includes a thorough inspection of our workmanship by the manufacturer's technical representative. This third-party inspection assures that your roof is installed to specification. The warranty is not pro-rated, so you benefit from its full value for the life of the warranty.

The cost of any required building permits are additional.

Cost of the project: \$ 104,518.00

Note: due to rapid and continuing material price increases, this price is only good until October 28, 2021.

TERMS:

Fifty percent down upon receipt of material, balance due upon completion.

OPTION #1: Replace existing downspouts with new prefinished open-faced downspouts.

Replace existing downspouts with new open-faced pre-finished downspouts.

Additional Cost of the Project using Option #1: \$8,316.00

Owner chooses Option #1: YES _____ NO _____



This exclusive proposal was prepared by: Joel Nystrom

This document, when signed by the Contractor, is a proposal for the work described. When signed by the Owner and Contractor, it is a contract binding upon both parties. The Owner has 30 days to accept the proposal at the current prices and terms.

The Contractor accepts the relationship of trust and confidence established between him and the Owner of this agreement. He agrees to furnish the construction services set forth herein and agrees to furnish efficient business administration and superintendence, and to use his best efforts to complete the project in the best and soundest way and in the most expeditious and economical manner consistent with the interest of the owner.

This agreement represents the entire agreement between the Owner and the Contractor and supersedes all prior negotiations, representations or agreements. There are no covenants or agreements, inducements, guarantees, warranties or considerations; other than as set out herein. This agreement may be amended only by written instrument signed by both Owner and Contractor. The Project is the total of all work to be performed as described in the proposal/agreement. The specifications in the proposal are subject to approval by local building authorities.

The Owner is the person or entity identified as such in the proposal/agreement. The term Owner means the Owner or his authorized representative. The Contractor is Pinnacle Construction, Inc., doing business as Pinnacle Roofing Systems.

The Contractor shall be responsible for the construction of the Project. Unless otherwise provided in the proposal, the Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, transportation, and other facilities and services necessary for the proper execution and completion of the work. The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ on the Work any unfit person or anyone not skilled in the task assigned to him.

The Contractor warrants to the Owner that all materials furnished under this contract will be new unless otherwise specified, and that all Work will be of good quality and free from defects. Sizes, amounts, weights, thicknesses or other quantities quoted are approximate and shall be subject to normal industry variations and to variation over the entire roof surface.

The Owner will be notified of any rotten lumber or decking, rusted decking, loose mortar in parapet walls, unknown hazardous materials, unsuitable substrate materials, or unknown or hidden conditions which are disclosed as the work progresses. Any such defective areas will be corrected, repaired or replaced at an additional cost of \$109.00 per hour plus material, with the exception of repairs or replacements already specifically listed under work to be performed. The cost of any necessary building permit is additional. Snow and ice on the roof will be removed at an additional cost of \$84.00 per hour plus equipment charges. Interior protection and/or clean-up due to deck replacement is not included in prices quoted for decking.

If the proposal/agreement specifies a manufacturers' warranty, the Contractor will, upon final payment from Owner, apply to the manufacturer for final inspection and warranty. The Contractor warrants only that all work will be performed to manufacturer specifications. The manufacturer's warranty is an agreement solely between the manufacturer and the owner. In addition to any warranty specified in the proposal/agreement, any applicable statutory warranty required under Minnesota statute 327A.02 is provided by reference herein.

Any brand name materials listed in the proposal may be substituted for another brand of equal or greater quality if the brand listed becomes unavailable or delivery delays would interfere with the contractor's schedule.

The Contractor shall not be liable for incidental or consequential damages including but not limited to damage to the building, the contents of the building, or loss of use. Contractor shall not be liable for mold, mildew, fungus, microbes, or any similar growths regardless of their cause. During the process of roof removal some debris may enter the building. The Contractor shall not be liable to protect or clean the interior of the building. The Contractor shall not be responsible for damage to wires, conduits, or cables or for positioning or aiming of antenna or satellite dishes.

Worker's compensation, general liability, and other insurance as is required by law will be carried by the Contractor from the beginning to the completion of above project.

The Owner shall provide full information regarding his requirements for the Project. The Owner shall designate a representative who shall be fully acquainted with the Project, and has authority to approve changes in the scope of the Project, render decisions promptly, and furnish information expediently. The Owner shall have no contractual obligation to the Contractor's Subcontractors and shall communicate with such Subcontractors only through the Contractor. The owner shall determine that the structure is capable of supporting the weight of the new roof. The owner shall be responsible for any necessary disconnecting and reconnection of pipes, wires, lighting, conduits, or ducts. The owner shall notify the contractor of any hazardous materials on or in the roof.

The Owner shall maintain property insurance upon the building to the full insurable value thereof. All materials delivered to the site shall be considered part of the building in the event of loss or damage due to fire, theft, vandalism malicious mischief, tornado or other disaster.

The Owner shall at the time of execution of this Agreement, furnish to the Contractor reasonable evidence that he made financial arrangements to fulfill his obligations under the Contract. Unless such reasonable evidence is furnished, the Contractor is not required to commence the Work.

The term Cost of the Project means the price to be paid to the Contractor by the Owner for Work to be performed and the Owner agrees to pay the Contractor for these costs. Any costs caused by defective or ill-timed work shall be borne by the party responsible therefore. In any emergency affecting the safety of persons or property, the Contractor shall act, at his discretion, to prevent threatened damage, injury or loss. Any increase in the price claimed by the Contractor on account of emergency work shall be at the Contractors current time and material rate.

The Owner shall make payments to the Contractor according to terms in the proposal/agreement. If the Owner shall fail to pay the Contractor at the time the payment of any amount becomes due, then the Contractor may, upon serving written notice to the Owner, stop the Project until payment of the amount owing has been received. Also the Owner shall pay the Contractor interest at the rate of 1.5% per month or the highest amount the government will allow on unpaid balances from the date payment is due until paid, and shall reimburse the Contractor for all costs of collecting, including attorneys' fees.

The making of Final Payment shall constitute a waiver of all claims by the Owner except those rising from:

- * Unsettled Liens.
- * Failure of the Work to comply with the Specifications.
- * Terms of any manufacturer's warranties.

The acceptance of Final Payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and unsettled.

WE ARE AUTHORIZED BY LAW TO PROVIDE YOU WITH THIS NOTICE. YOU ARE THEREFORE NOTIFIED THAT:

"(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE."

This Agreement entered into as of the day and year first written above.

Company

PINNACLE CONSTRUCTION, INC.
DBA, Pinnacle Roofing Systems
CONTRACTOR

Owner

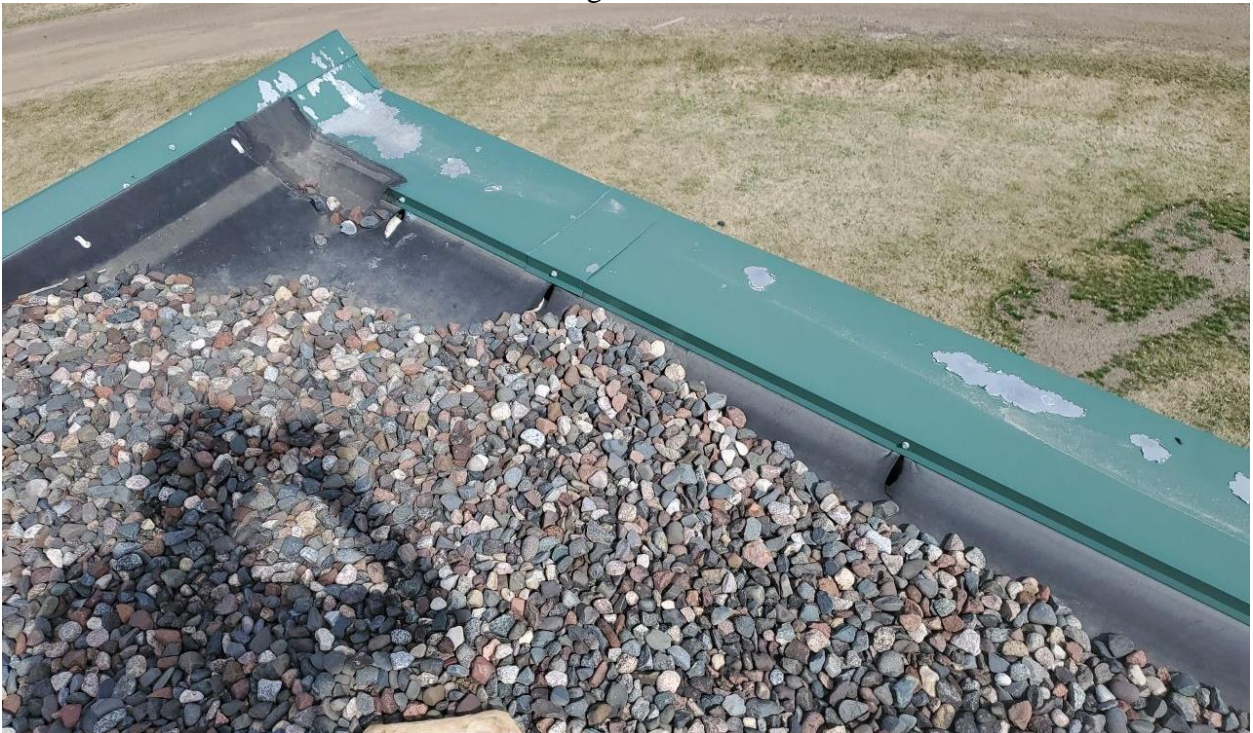
Date

By: Joel Nystrom

Overview of Roof



Tearing Membrane



Tearing Membrane



Failing Penetration Flashing



Scupper-Drain Failure



Metal Flashing Deficiency





NMC Exteriors & Remodeling
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Plymouth, MN 55447
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Fax: (888) 873-8508
www.nmcexteriors.com
Lic. #:BC639088
Tax ID #:27-1612194

12/06/21

<i>Customer:</i> Bode, Shawn	<i>Main Phone:</i>	<i>Work Phone:</i>	<i>Cell Phone:</i> (763) 286-7286
<i>Customer/Project Address:</i> 1920 County Road 90	<i>City:</i> Independence	<i>State:</i> MN	<i>Zip:</i> 55359

Independence Public Works/ Shawn Bode

Please review the following information regarding the roof replacement at your facility located in Independence, Minnesota.

The proposed will be a ballasted membrane switch re-using the existing rock. Heavy equipment and dumpster included in price. To have a 20 year manufacturers NDL warranty added to this proposal we would need to add scrim sheet under the old rock. The added cost for the scrim sheet and the warranty would be \$6,375.00

Scope of work will include but is not limited to:

1. Set all materials and equipment onto the roof area
2. Remove all rock from roof area and set aside for re-use
3. Remove all existing metal from roof area and dispose off site
4. Remove existing EPDM and leave existing insulation in place for re-use
5. Build up perimeter walls as needed with appropriate lumber for metal installation
6. Loose lay 60 mil EPDM
7. Adhere membrane at walls and penetrations
8. Seal all seams, corners, and penetrations accordingly to create a 100% water seal
9. Re-distribute rock at a rate of 10 pounds per square foot
10. Fabricate and install new perimeter cap metal to manufacturers specifications
11. Remove all construction debris from the roof surface and around building and dispose of properly

Total cost \$127,821.00

City of Independence

County Road 92 Road Turnback Name Change Request

To: City Council
From: Mark Kaltsas, City Administrator
Meeting Date: December 7, 2021

Action Items:

Hennepin County is planning on giving back to Independence, a portion of County Road 92 (CSAH 92) associated with the overpass and realignment project currently underway. The portion of road that will be given back to the City has four (4) existing residences that will have to change their addresses based on the change in road status. The City has the authority to name City owned streets and was asked by Hennepin County to provide a new name for the turned back portion of CSAH 92. Council discussed the naming of the road at a Council Workshop and then again at a City Council Meeting and ultimately recommended naming the road after a family that historically owned property in the general area. The road was recommended to be named Rumpza Road earlier this year.

A group of residents that live on the impacted portion of the road were notified of the change by Hennepin County. The City is now being asked to consider a different name for the road. The residents are asking that the City consider naming the road Cardinal Way rather than Rumpza Road.

Council Direction:

Staff is seeking Council direction relating to the request. Council can recommend maintaining the previously approved name or recommend a name change.

Attachments:

Letter from Residents on CSAH 92.