



CITY OF CORCORAN
Corcoran City Council Agenda
March 11, 2021 - 7:00pm

**Meeting Held Via Telephone/Other
Electronic Means Call-in Instructions**

Call: +1 312 626 6799 US
Enter Meeting ID: 831 0430 2230
Press *9 to speak during the Public Comment
Sections in the meeting.

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visit <http://www.zoom.us> and enter
Meeting ID: 831 0430 2230

Participants can utilize the Raise Hand function
to be recognized to speak during the Public
Comment sections in the meeting. Participant
video feeds will be muted.

For more information on options to provide
public comment visit:
www.corcoranmn.gov

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Agenda Approval**
4. **Commission Representatives***
5. **Open Forum – Public Comment Opportunity**
6. **Presentations/Recognitions**
 - a. Planning Commission Annual Report*
 - b. Parks and Trails Commission Annual Report*
7. **Consent Agenda**
 - a. Draft Minutes of February 25, 2021 Council Meeting*
 - b. Financial Claims*
 - c. Pay Request #4 – City Hall Remodel*
8. **Planning Business**
9. **Unfinished Business – Public Comment Opportunity**
 - a. Code Enforcement Violation – Westside Tire*
 - b. 66th Avenue/Gleason Parkway Corridor Improvements - Accept Plans/Specs & Authorize Bids*
 - c. Appraisal Report – City Center Drive & 79th Place Improvements Feasibility Study*
 - d. Purchase Agreement Amendment – PID 12-119-23-22-0001*
10. **New Business – Public Comment Opportunity**
 - a. 2021 Mission, Vision, Values, Core Strategies, and Short-term Goals*
 - b. MS-4 Stormwater Permit Work Plan*
 - c. Work Session Schedule*
 - d. Charter Commission Appointment Process*
11. **Staff Reports**
 - a. K9 Program Update*
 - b. 2021 Assessment and Board of Appeal and Equalization Report*
 - c. Pandemic Response Update
12. **2021 City Council Schedule***
13. **Adjournment**

Due to the COVID-19 health pandemic, the City Council's regular meeting place is not available and is not open to the public. Pursuant to Minnesota Statute 13D.021 the one or more members of the City Council may participate by telephone or other electronic means.

***Includes Materials** - Materials relating to these agenda items can be found in the House Agenda Packet book located by the entrance. The complete Council Agenda Packet is available electronically on the City website at www.corcoranmn.gov.

STAFF REPORT

Agenda Item 4.

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| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: Commission Representatives | Action Required: None – Informational |

Summary:

The advisory commission representatives for the March 11th Council meeting are as follows:

- Planning Commission: Dean Vehrenkamp
- Parks and Trails Commission: Phil Christenson

Financial/Budget:

N/A

Council Action:

N/A

Attachments:

N/A



CITY OF CORCORAN

8200 County Road 116 • Corcoran, MN 55340
763-420-2288 • www.ci.corcoran.mn.us

MEMO

Meeting Date: March 11, 2021
To: City Council
From: Dean Jacobs, Planning Commission Chair
Re: Planning Commission Annual Report

As requested by the City Council, the Planning Commission is to update the Council on activities from the previous year and proposed priorities for the current year.

The following are some of the activities completed by the commission in 2020:

- Recommended 2020 priorities to the City Council
- Reviewed and recommended approval of Ravinia 14th and 15th additions
- Reviewed and recommended approval of Bellwether 4th and 5th additions
- Reviewed and recommended approval of a zoning map amendment for consistency with the 2040 Comprehensive Plan
- Reviewed and recommended approval a 20 home open space and preservation plat
- Recommended approval of an update to the park dedication ordinance
- Reviewed and recommended approval of a comprehensive plan amendment, rezoning, and preliminary plat for Tavera
- Reviewed and recommended denial of the site plan and conditional use permit for Eagle Brook Church
- Reviewed and recommended approval of the site plan, conditional use permit, and variance for Nelson International
- Reviewed and recommended approval of a final PUD development plan for Rush Creek Reserve
- Completed most of the above business during a pandemic year and had record public participation

The Planning Commission performed extremely well considering the COVID-19 required virtual meetings. Everyone who wanted to participate in a Public Hearing was able to do so without any known limitations. The Commission discussions/questions portion of our review was done in an orderly and time efficient manner, even more so than our meetings in person. The Commission reviewed several significant developments in the past year, and I believe that the workings of the Commission and the recommendations made to the City Council were unaffected by the virtual meetings format.

In 2021, the Planning Commission has the following priorities:

- Process ordinance amendments as required by the 2040 Comprehensive Plan
- Continued discussion and refinement of the PUD ordinance which dominates the development of area serviced by water and sewer utilities
- Review Section 1030.020 – Accessory Buildings, Structures, Uses and Equipment, to consider loosening up the agricultural use only provisions so that non-farmer owners of vacant land have the option to build an accessory building for their own personal storage/recreational needs.
- Review Section 1040.020 Subd.5 – Accessory Dwelling Units
- Review definitions of floor area for buildings. As of now, the definition lacks formal terminology and application to multiple types of building structures.
- Continue to discuss changes in our City Code to encourage tree preservation in future development. Or, alternatively, seek to refine our zoning code to limit the type of development in naturally significant designated areas.
- Conduct Planning Commission work sessions to address the Commission's goals in a more proactive manner.

Attachments:

None



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MEMO

Meeting Date: March 11, 2021
 To: City Council
 From: Sharon Meister, Parks and Trails Commission Chair
 Re: Parks and Trails Commission Annual Report

As requested by the City Council, the Parks and Trails Commission is to update the Council on activities from the previous year and proposed priorities for the current year. The following are some of the activities completed by the commission in 2020:

- Reviewed Parks and Trails Commission meeting minutes from prior meetings.
- Worked on the City Park Master Plan.
- Received regular Active Planning Applications.
- Received regular Recreation Coordinator updates.
- Received regular City Council updates.
- Received regular Garden Club updates.
- Attended the City Council meetings as liaisons from the Commission.
- Coordinated the annual tree giveaway.
- Reviewed the 2021 fee schedule.
- Reviewed the 2021 Parks and Recreation budget.
- Reviewed City Park master plans.
- Further discussed the priorities and updates for Phase 1 at City Park.
- Discussed funding options for Phase 1 of the City Park remaster.
- Discussed and reviewed options for the Hennepin County Youth Sports Grant.
- Received presentations from the Three Rivers Park District regarding the Diamond Lake Regional Trail.
- Reviewed the preliminary plat for the Tavera development.
- Reviewed the open space and preservation plat for "Paulsen Farms".
- Received an update regarding the park dedication fees.

- Reviewed the final plat for Bellwether 5th addition.
- Received an update regarding park rules.
- Continued the Bellwether Open Space Park planning process.
- Received an update on the finished Twins Grant.
- Received an update on the Active Living COVID-19 Response Mini-Grant used to purchase a bulletin board for City Park.

In 2021, the Parks and Trails Commission has the following priorities:

- Diamond Lake Regional Trail:
 - Continue working with Three Rivers Park District to determine a trail to recommend to City Council.
- Bellwether Open Space Park:
 - Determine materials, signage, etc. that will be included in the Open Space Park.
- City Park remaster:
 - Continue to find additional funding for the project, make a recommendation to City Council on the first phase, and apply for the Hennepin County Youth Sports fall 2021 facility grant.
- Park Dedication Fund allocations:
 - Review park dedication funds and begin allocating funds for upcoming projects.
- Wildflower Park:
 - Finalized details to complete the Wildflower Park project

Attachments:

None



CITY OF CORCORAN

**City Council Meeting Minutes
February 25, 2021 - 7:00 pm**

The Corcoran City Council met on February 25, 2021, in Corcoran, Minnesota. Pursuant to Minnesota Statute Section 13D.021 and due to the COVID-19 pandemic, the City Council meeting was held remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Councilor Bottema, Councilor Nichols, Councilor Schultz, and Councilor Thomas were present via telephonic or other electronic means were.

Also present were City Administrator Martens, Administrative Services Director Beise, Public Works Director Mattson, and City Planner Lindahl via telephonic or other electronic means. Director of Public Safety Gottschalk was excused.

1. Call to Order/Roll Call

Mayor McKee called the meeting to order at 7:02 pm.

2. Pledge of Allegiance

Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.

3. Agenda Approval

City Administrator Martens reviewed the Open Forum and Public Comment Opportunities scheduled during the meeting and noted consent agenda item comments should be included in the open forum portion of the meeting. City Administrator Martens noted Planning and New Business comment opportunities as well. City Administrator Martens noted item 8a. Preliminary Plat, Variance and Administrative Permit for Wright-Hennepin Electric Cooperative Substation at 19835 Larkin Road, included under Planning Business is requested to be tabled until the April 22, 2021 Council meeting. City Administrator Martens requested public comment for item 8a. be held until the April 22 meeting. Council discussed moving item 8a., prior to Consent Agenda to officially record item as tabled at the February 25 Council meeting. City Administrator Martens clarified the Motions for the agenda approval, and noted the process includes two separate Motions, the first Motion approves the agenda as modified, and a separate Motion tables New Business item 8a., to the Council meeting on April 22, 2021.

MOTION: made by McKee, seconded by Thomas to approve the agenda as modified.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas
(Motion carried 5:0)

4. Commission Representatives

Mayor McKee noted Planning Commissioner Shoulak and Parks and Trails Commissioner Nybo were present via telephonic or other electronic means. Mayor McKee invited Commissioner Shoulak and Commission Nybo to speak on relevant agenda items.

5. Open Forum (Public Comment Opportunity)

Mayor McKee invited residents to communicate telephonically during the Open Forum discussion for items not included on the agenda. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer.

Kathleen Dickinson, 19725 Hunters Ridge, addressed prior concerns of Hunters Ridge Road being utilized as an exit roadway from the Bellwether development, and now being used as an access road for the proposed City water treatment facility.

Gary Dickinson, 19725 Hunters Ridge, addressed concern of Hunters Ridge becoming an industrial roadway connecting to the water treatment plant, and routing through a residential neighborhood. Mr. Dickinson referenced risks in transporting large equipment and chemicals through the neighborhood

and mentioned road restrictions in the spring impacting the service of the water treatment facility. Mr. Dickinson referred to County concerns of the number of road and driveway accesses to County Road 116. Mr. Dickinson opined the water treatment facility would be better serviced from a County Road versus a city neighborhood road. Mr. Dickinson suggested moving the farm driveway over to Hunters Ridge instead of the water treatment plant.

Jason Bartels, 19795 Hunters Ridge, addressed concern regarding Hunters Ridge and County Road 116, and deferred to wording in Resolution, indicating when lot 2 further subdivide, a new public street will be required. Mr. Bartels inquired on the possibility of lot 2 not ever being subdivided, therefore one less access point on County Road 116 is created, and if or when lot 2 subdivides the road that will be constructed is not sufficient to allow Hunters Ridge to be utilized as an access road for the water treatment facility. Mr. Bartels noted the existing neighborhood covenants regarding lot sizes and number of structures and hopes future Council decisions will uphold with the Hunters Ridge covenants and disallow the representative ghost plat subdivision. Mr. Bartels opined additional road access options should be considered and agreed with previous discussion of farm road, Mr. Lothar's driveway, and rerouting driveway access south to Hunters Ridge, as it would allow adequate distance on County Road 116 for plant access and also comply with County requirements. Mr. Bartels asked if Council and Mr. Lothar had considered that option.

8. Planning Business (Item 8a. moved prior to consent agenda)

- a. Preliminary Plat, Variance, and Administrative Permit for Wright-Hennepin (WH) Cooperative Electric Association at 19835 Larkin Road

Item tabled until April 22, 2021 Council Meeting.

City Planner Lindahl noted WH Electric Coop's request to table item 8a. to April 22, 2021, to allow WH Electric Cooperative time for further evaluation of community and Council concerns regarding the proposed substation location, and for further review of other substation location opportunities. Council discussed application due date impacts regarding application deadlines, withdrawing the current application, restarting with a new application, implications to Council of extending the application due date, and if extending the due date excludes Council from extending the application process again if a decision cannot be reached at the April 22, 2021 Council meeting. Council addressed concern of a needed 3-vote minimum to approve or deny the preliminary plat at the April 22 meeting to adhere to the plat voting requirements, and the possibility of the application automatically passing if a Council quorum is not available on April 22. City Planner Lindahl noted exercising Council option to extend the 60-day application, allows applicant to continue evaluation of the site and keep site as a potential application. Council asked if application is still on the agenda with an absence of application withdrawal, does the option exist for Council to discuss the item, as item hasn't been removed. Council discussed implications of exercising option of 60-day application extension. City Planner Lindahl noted State law indicates 120-day requirement for plats, and a 60-day requirement for ordinances. City Planner Lindahl noted the current requested application extension is not unusual, and would allow the current application to remain as a potential site location, and indicated there would not be need to withdraw as applicant is requesting more time to review the current site and evaluate comments received by Council and community. Council discussed in theory, discussing the application tonight and approving or denying the application. Council discussed timelines and with Council vote either way, would restart the application timeline process. Council discussed the effect of reviewing the current application as is, and with the applicant request of tabling the item, the information being reviewed may not be accurate. Council noted granting this request leaves the Council with no extensions, however the applicant still has an option to extend an additional 60 days. Council added granting the request as Council's extension, diminishes Council's leverage option in future discussions. Council noted the applicant is putting the onus on Council rather the applicant, regarding the extension and application, impacting Council's ability to negotiate. City Administrator Martens noted Council now has 60 days to provide feedback on different options about this site and direct staff what Council would like to see. Council discussed the action of directing staff to extend the application for 60 days gives up the Council's leverage to negotiate at the April 22 Council meeting. Council discussed applicant changing application parameters because of the Planning Commission

recommendation to Council to deny the variance, and it should not be on the City to extend the application due date, but on the applicant. Council noted the disadvantage the City would be in should the item not be on the April 22 agenda, or if Council tabled the issue again at the April 22 Council meeting, or if there is a lack of quorum due to requirement of a 3-vote minimum by Council at the April 22 Council meeting. Council noted if the item does not receive a Council vote on April 22 the original application would automatically become approved due to lack of Council action. City Planner Lindahl noted the City has already submitted the 60-day deadline letter extension to the applicant. Council noted situations where Council has had to accept parameters without being able to negotiate at Council meetings, and because this item is contentious, Council wants to be able to negotiate the best outcome for impacted residents. Council discussed moving the item to the first meeting in April rather than the second meeting, allowing some time for Council to review changes to current application. City Administrator Martens asked for Council to submit to staff any additional information needed to review item and addressed application concern noting any application changes require a new application submittal.

Bob Sandberg, WH Electric Cooperative representative indicated WH Electric Cooperative worked with staff to determine the best course of action moving forward with the 60-day application extension. Mr. Sandberg indicated additional time is needed to follow up on all the questions and provide possible solutions, and WH Electric Cooperative is working with staff and Council and noted the 60-day extension is best for all parties to allow for discussions and responses that WH Electric Cooperative wasn't prepared for.

MOTION: made by Schultz, seconded by Bottema to table item 8a. to April 22, 2021 Council meeting. Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas
(Motion carried 5:0)

6. Presentations/Recognitions

7. Consent Agenda

- a. Draft Minutes of January 28, 2021 Council Meeting
- b. Draft Minutes of February 11, 2021 Council Work Session
- c. Draft Minutes of February 11, 2021 Council Meeting
- d. Financial Claims
- e. Pay Request #3; Change Order #3 – City Hall Remodel
- f. Final Plat for Tessmer Addition
- g. Preliminary Plat for Hunters Place 2nd Addition at 10110 County Road 116
- h. Interim Use Permit for an Accessory Dwelling Unit at 6330 Snyder Road
- i. Authorization to Bid/Quote 2021 Road Materials
- j. Equipment Purchase – Bobcat Loaders

Council requested item 7c., 7g., and 7h., for further discussion.

MOTION: made by Bottema, seconded by Schultz to approve the consent agenda items 7a., 7b., 7d., 7e., 7f., 7i., and 7j., as presented.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz and Thomas
(Motion carried 5:0)

Council discussed item 7c. Draft Minutes of February 11, 2021 Council Meeting and noted correction page 5 to include: Council noted concerns in setting policy through allowing resident opposition to dictate when a paved road becomes a gravel road and the impacts to infrastructure planning within the City with setting this precedence. Staff noted the update and correction.

MOTION: made by Bottema, seconded by Thomas to approve the consent agenda item 7c. Draft Minutes of February 11, 2021 Council Meeting.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas
(Motion carried 5:0)

Council discussed item 7g. Preliminary Plat for Hunters Place 2nd Addition at 10110 County Road 116 and defined the meaning of a ghost plat, and specified approving this item does not give approval of

the ghost plat, and ghost plat was only for demonstration of a subdivision, or potential subdivision. Council noted appropriate and required processes would commence if the parcel is subdivided. Council requested clarification of what types of equipment and personnel will utilize the road. Public Works Director Mattson noted the project is currently in the feasibility study phase, however, the project is not a high traffic operation, and would include a city staff person pulling samples daily, ensuring the facility is operating correctly. Director of Public Works Mattson added as an iron and magnesium plant there is minimal facility activity with no staff housed at location. Public Works Director Mattson indicated during the project construction; the proposed access would be off County Road 116. Public Works Director Mattson noted a lime-softening plant would create a minor increase in traffic to include a truck disposing of some waste every few weeks and is not a daily activity. Council concluded proposal discussed today does not include Council approval of the ghost plat, traffic levels will be relatively light with the facility, and construction traffic will access off County Road 116. Council and staff discussed existing developments with neighborhood covenants, and if a parcel in the neighborhood is proposed to be split, if City ordinances supersede neighborhood covenants. City Planner Lindahl noted covenants are privately enforced within neighborhoods, however, if agreement exists within the HOA on subdivisions, the HOA could go to court to enforce. City Planner Lindahl added the City would review subdivision against the adopted zoning ordinance.

MOTION: made by Thomas, seconded by Bottema to approve the consent agenda item 7g.

Preliminary Plat for Hunters Place 2nd Addition at 10110 County Road 116.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas

(Motion carried 5:0)

Council discussed consent agenda item 7h. Interim Use Permit for an Accessory Dwelling Unit at 6330 Snyder Road and inquired about the number of accessory dwelling units in Corcoran, and requested clarification of any person living in an accessory dwelling unit as long as the owner also lives on-site on the parcel. City Planner Lindahl confirmed accessory dwelling unit requires the property owner to live on the parcel. City Planner Lindahl added the City does not currently have a rental unit ordinance and indicated there are very few accessory dwelling units in Corcoran. Council discussed a rental ordinance and establishing a rental ordinance within the City.

MOTION: made by Schultz, seconded by McKee to approve consent agenda item 7h. Interim Use Permit for an Accessory Dwelling Unit at 6330 Snyder Road.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas

(Motion carried 5:0)

8. Planning Business (Public Comment Opportunity)

City Administrator Martens noted the Public Comment Opportunity and items available for public comment. Mayor McKee invited residents to communicate telephonically during the Public Comment Opportunity for Planning Business items included on the agenda. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer.

Nate Kariniemi, 19927 Larkin Road, commented on a letter sent to Council, the standards of variance requested, and each point in weighing a variance request, ordinances, and comments restating the definition of the code and ordinances. Mr. Kariniemi noted he is asking for the variance to allow his home to be placed further away from his neighbor. Mr. Kariniemi opined the City benefit from approving the variance, as a larger home versus a smaller home creates a larger tax base and added property owners near the property also benefit from where the home is proposed to be placed on parcel.

b. Front Yard Setback Variance at 20795 Larkin Road

City Planner Lindahl outlined the newly created lot setback variance request, to allow 2.63 ft and 12.35 ft front yard setback where 50 ft is required. City Planner Lindahl reviewed the application history of the subdivision platted in 2019, and reviewed code requirements on a frontage street, and on a public street for all new lots. City Planner Lindahl noted the ordinance was previously modified to allow an

option for a less expensive private drive, to meet the frontage requirements rather than a full public street. City Planner Lindahl noted the modified private drive option still requires a 50 ft setback from the private drive easement. City Planner Lindahl noted a higher level of discretion in approving a variance, as the burden of proof is on the applicant to meet all variance standards. City Planner Lindahl noted the parcel was subdivided, zoned residential, and when plat was approved, applicant was required to show a building pad location. City Planner Lindahl referenced the 50x60 building pad size shown by the applicant at that time is larger than new home building pads in the Ravinia neighborhood. City Planner Lindahl noted the 5-acre parcel allows for options for the home to be built. City Planner Lindahl reviewed the variance request the applicant is requesting and includes a 2.63 ft setback on the south side, with a 12.35 ft setback on the east side of the private drive. Planning Commission recommended a 5-0 denial of the variance. Council discussed practical difficulties and reasonable use of the land, uniqueness of request, and essential character, regarding the variance request and locations to lot line. Council asked how a private driveway differs from a driveway, and functional requirements for a private drive in determining if the variance request is reasonable. City Planner Lindahl responded private drives serve more than one lot and exist to provide frontage for lots that would not otherwise be able to be created. City Planner Lindahl reiterated a private drive is a way to provide less expensive frontage for a lot and functions the way a public street would in providing access to previously inaccessible lots. Council and staff noted where the private drive terminates and discussed existing development rights on the property, noted the private drive is attached to the HOA created with the plat and is not likely to be extended. Council and staff reviewed the original and proposed illustrations, and briefly discussed the history of the requirement in 2019 to terminate the old driveway access on Larkin, the new private drive extension safety requirement, and if there was an additional requirement by the City to extend the new private drive to the current location. Council discussed the new private drive ending at the lot line point on the second lot. Council and staff reviewed the house pad location and placement at the private drive. City Planner Lindahl clarified the private drive needs to be 200 feet into the lot to provide minimum lot frontage of 200 feet, and each lot needs a minimum lot size and minimum lot frontage. City Planner Lindahl noted when the private drive ordinance was written, a required 200 ft of frontage was maintained for the new lot.

Mr. Kariniemi responded the private drive could have been located a couple of hundred feet down, and the current request is building more road to be able to access applicant's private residence. Council noted applicant was knowledgeable regarding zoning and ordinance requirements 2 years ago when applicant split the lots, and applicant is now requesting Council to allow diminished frontage per ordinance requirements to accommodate lack of planning at parcel final plat subdivision. Council debated how the variance request affects the City, the local property owners, and discussed the reasonability of the variance request. Council discussed reviewing shared and private drive needs initiating a problem, to create two lots. Council discussed the current request is a self-made result, regarding the two lots created by the parcel split. Council debated allowing the variance, and if variances are allowed, but do not fit the definition, then why are the codes even established. Council noted allowing variances that do not meet the standards sets precedence in abandoning the code and referenced the Lennar 50 ft lot size discussions. Council discussed granting a variance where it is an inconvenience caused by applicant is not a reason to approve variance. Council discussed addressing variances in current code and impacts to future City code and ordinances. Council discussed how variances affect precedence in granting approval, and referred to a private road in Rolling Hills Road with three homes, with a current development that utilizes that road, and a potential variance could come forward to place a home 12 ft off Rolling Hills Road, and granting the variance on the parcel being discussed, could create an expectation of approval of similar variance requests. Council discussed adhering to the standards of the variance, with the burden on the applicant to prove all

standards of the variance, rather than Council opinion. Council noted the distinction between the Rolling Hills Road example with 3 residents accessing the road, versus the current variance request, with no residents affected. City Administrator Martens noted if variance is approved, findings of fact would be needed to confirm applicant has met all standards of variance, with practical difficulties and uniqueness, and would need to be brought back to Council at a future date. Council and staff discussed potential findings of fact of variance request.

MOTION: made by Schultz, seconded by McKee to approve the Resolution 2021-18 Denying Variance for a Reduced Yard Setback for Nate Kariniemi at 20795 Larkin Road (PID 27-119-23-41-0013) (City File 20-046)

Voting Aye by Roll Call Vote: McKee, Bottema, and Schultz
(Motion carried 3:2)

Nay: Nichols and Thomas

c. Scherber Storage Concept

City Planner Lindahl reviewed the Scherber Storage Concept illustration for self-storage units off of HWY 55 and includes 5 storage buildings on a 5-acre site, is guided light industrial, zoned urban reserve and is scheduled within the third stage of the sewer and water staging plan. City Planner Lindahl noted there is private driveway agreement that extends across the 3 parcels and applicant has indicated the private drive will remain in place with access off HWY 55. City Planner Lindahl referenced the zoning ordinance currently indicates development is not available prior to City sewer and water infrastructure and is not currently available in the area. City Planner Lindahl noted the City requires new developments to pay for sewer and water infrastructure, and if an existing development is constructed prior to infrastructure, it is difficult to determine sewer and water assessment costs. City Planner Lindahl indicated the applicant would apply for a variance, similar in this case, the mini-storage area does use sewer and water. City Planner Lindahl noted an example of an existing mini-storage business on County Road 19, where storage units were constructed prior to MUSA, and noted a variance was granted for the final phase of project, as the project was a continuation of an existing project prior to City sewer and water discussions. City Planner Lindahl noted the application would also require a CUP and site plan. City Planner Lindahl reviewed parcel details include the parcel lot of record has no frontage on public street with access off HWY 55. City Planner Lindahl also outlined MNDot would need to approve a change in property access. City Planner Lindahl noted the unique aspect of property is that the driveway easement crosses over a parcel located in Medina and Medina would require joint approval with City for access improvements. City Planner Lindahl outlined the public safety department will require access improvement of expansion from 25 ft driveway width to 26 ft to allow dual fire truck access. City Planner Lindahl reiterated proof of access rights will be necessary, and confirmation if the existing easement can be used for industrial use, and as it crosses three other properties, the property owner's rights and easement limitations on the said properties will need to be reviewed if project moves forward. Of special note, City Planner Lindahl mentioned a future HWY 55 frontage road will connect Pioneer and Rolling Hills Road, and if that road is built, access to parcel would be from the new frontage road with access to HWY 55 eliminated. City Planner Lindahl noted compliance with ordinance on design architecture and landscaping will be required with feedback from Council. City Planner Lindahl referenced a property on the east, may have a driveway encroachment, with properties on north also backing up to the parcel, and feedback would be helpful from Council for the applicant. City Planner Lindahl noted any feedback is advisory only and non-binding but will be used by applicant as they move forward. Council and staff discussed rezoning and including request to re-zone with appropriate applications submitted in unison. Council referenced the 3 adjacent, residential parcels and how properties would be impacted by a mini-storage facility construction and business. Council and staff discussed the grade change from the proposed location towards existing, adjacent properties. Council inquired about sewer and water to the 35 units, and how

restrooms would be incorporated into the facility. City Planner Lindahl responded, only heat and electricity would be necessary for the mini-storage units as no office space is planned. Council noted the amount of traffic is a concern, no bathroom facilities, and not providing fire suppression in a commercial building, and impacts of no fire suppression to individual units and buildings. City Planner Lindahl noted fire suppression is not required by code for all buildings, and applicant believes the building can adhere to City Code without providing fire suppression. Council and staff inquired about Park Place Storage and the definition of dead storage. City Planner Lindahl noted the current code does not allow for office space in a self-storage building, and in this case extra stock and supplies for business use only.

Scott Dahlke, Engineer, noted two other sites in Rockford and one in St. Michael, with similar building dimensions and construction, and indicated there is no bathroom or office space, and is defined as S2 storage, with owners and tenants agreeing to comply with requirements. Mr. Dahlke noted the units are permitted as S2 storage, considered low-hazard material designation, and any required fire separation are incorporated and improved as part of building permit plans to comply with fire codes according to the building with the S2 storage designation. Mr. Dahlke noted the necessary site layout screening to north and east towards residential parcels and needs to be addressed, includes building setback to accommodate a bigger greenspace area, and final construction creating character with building configuration and architecture, but a functional facility for the desired use in the area. Council asked if there is a site attendant, if there is restricted access, or a gate present at the facility. Mr. Dahlke noted an average of 20 trips per week at the existing units, with some units only receiving weekly visits. Council asked for addresses of the other locations for Council physical review. Council asked about multi-facility buildings at other locations, like the Corcoran proposed concept plan, and how are the estimated was calculated for the bigger site. Council asked if future sewer and water costs would be assessed to the business owner. City Administrator Martens noted the applicant would be required to pay trunk fees per acre when service becomes available in the future, as a condition to the approval. Council noted screening concerns to the property along the east border, and screening in general to the adjacent parcels. Council noted concern of industrial zoned parcels adjacent to the residentially zoned parcels, running equipment during the day such as bobcats, alarm systems going off in the middle of the night, creating berms to help with screening, and going beyond required standards to be kind neighbors.

d. Proposed Work Plan for Residential Zoning Ordinance Updates

City Planner Lindahl reviewed a work plan including Council, Planning Commission, and staff to begin updating the residential zoning ordinance standards. City Planner Lindahl outlined the necessity of a work plan to summarize discussions, and priorities for a residential zoning ordinance update. City Planner Lindahl noted after individual Council meetings, meeting in a Council work session to summarize discussions, uses, and performance standards, and including a separate work session meeting with the Planning Commission as part of the work plan. After the summarized discussions, City Planner Lindahl noted an updated ordinance for Council review would be drafted, schedule and review of public input, include one final work session, and then move to a public hearing, Planning Commission and then to Council for final approval of the updated ordinance. Council agreed with the proposed work plan, however, Council expressed a wish to review ideas as a whole Council prior to meeting with the City Planner. Council discussed including City Planner Lindahl and Planner Davis within a work session. Council noted discussions could also be planned for future Council meetings.

MOTION: made by McKee, seconded by Thomas to approve the residential zoning ordinance update as presented with cost per hours utilized.

Council noted as ordinance changes are made, the necessity exists to plan accordingly with potential developers, and Council maintaining a preemptive approach to not commit the City to old standards that are being improved. Council noted the large amount of work involved in ordinance updates and

urged councilmembers to take initiative in working along with staff and consultants in researching ordinance improvements and City Code implications. Council reiterated a wish to meet in a work session together prior to meeting with City Planner individually.

Voting Aye by Roll Call Vote: McKee, Schultz, and Thomas
(Motion carried 3:2)

Nay: Bottema and Nichols

9. Unfinished Business (Public Comment Opportunity)

10. New Business (Public Comment Opportunity)

Mayor McKee invited residents to communicate telephonically during the Public Comment opportunity for New Business items included on the agenda. Administrative Services Director Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No residents participated in the Public Comment opportunity

a. Planning Commission Appointments

City Administrator Martens reviewed staggered terms of 3-years on the Planning Commission, and noted two commissioners have ending terms, with Commissioner Dickman not re-applying, and Commissioner Wu's request for reappointment expiring on February 29, 2024. City Administrator Martens recommended the vacancy for Planning Commission to post in newsletter in April, and bring applications to Council in late May, early June. Council noted concern in the length of time of the vacancy and would like to see the position filled by May. Council noted the dedication and excellent work Commissioner Wu brings to the Planning Commission. Council thanked Commissioner Wu for her service. Council discussed possibly having an interview process for vacancy on the Planning Commission. City Administrator Martens clarified three applicants for the Planning Commission and the last vacancy on the Planning Commission, and noted past process also included having the Mayor meet with each of the applicants and make a recommendation to Council. Council noted the Planning Commission is a voluntary position and making a rejection publicly of candidates that are not appointed to the Planning Commission and noted Mayor meeting with the candidates and making a recommendation to Council. City Administrator Martens noted Mayor, Councilor Nichols as planning liaison, and city administrator could make a recommendation to fill the position. Council and staff discussed timelines for filling the vacancy and reviewed upcoming Planning Commission items. Council and staff discussed including an alternate on the Planning Commission and aspects of an alternate position. Council thanked Commissioner Wu for service.

MOTION: made by Nichols, seconded by Schultz appointing Meredith Wu to the Planning Commission for a term expiring February 29, 2024.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas
(Motion carried 5:0)

b. Parks and Trail Commission Appointments

City Administrator Martens noted two terms that are ending and the two existing Commissioners Strehler and Nybo reapplying for another term on the Parks and Trails Commission.

MOTION: made by Schultz, seconded by Thomas appointing Judy Strehler and Val Nybo to the Parks and Trails Commission for terms expiring February 29, 2024. Council noted the commitment and dedication by the Parks and Trails Commission in reviewing future regional and local trail systems and determining the best decisions for Corcoran parks and trails.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas
(Motion carried 5:0)

11. Staff Reports

a. Active Corcoran Planning Application

Council received report.

b. Pandemic Response Update

City Administrator Martens reviewed staff schedules with regular hours, with a preparedness plan in place, with working schedules back to normal.

12. 2021 City Council Schedule

City Administrator Martens reviewed upcoming Council items and noted a full Council schedule over the upcoming months. Councilor Bottema noted he will be absent on April 8. Council asked for an hours of operation schedule for the Scherber project.

13. Adjournment

MOTION: made by McKee, seconded by Bottema to adjourn.

Voting Aye by Roll Call Vote: McKee, Bottema, Nichols, Schultz, and Thomas

(Motion carried 5:0)

Meeting adjourned at 9:47 pm.

Michelle Friedrich – Deputy Clerk

DRAFT

Agenda Item 7b.
Council Meeting Date: 3/11/2021
Prepared By: jrotz

FINANCIAL CLAIMS

CHECK RANGE

Agenda Item:

7b.
Paid to
 500-20497
 500-20335
 500-20488
 500-20332

FUND #500 ESCROW CLAIMS

| Amount | Project name |
|----------|---|
| \$641.27 | CARSON, CLELLAND & SCHREDER - KARINIEMI PLAT HOA |
| \$71.25 | CARSON, CLELLAND & SCHREDER - RAVINIA - RETAINING WALLS |
| \$285.01 | CARSON, CLELLAND & SCHREDER - Rush Creek Reserve |
| \$83.13 | CARSON, CLELLAND & SCHREDER - LENNAR - TAVERA |

Total

\$1,080.66

Total Fund #500 = \$ 1,080.66
 (See attached Payments Detail)

Agenda Item:

7b.

ALL OTHER FINANCIAL CLAIMS

\$ 565,250.30

\$ 566,330.96 Total Checks

(See attached Check Detail Register)

Total of Auto Deductions \$ 120,420.80

TOTAL EXPENDITURES FOR APPROVAL \$ 686,751.76

Auto Deductions / Electronic Fund Transfer / Other Disbursements

| Date | Paid to | Amount | |
|--------------|---------------------------------------|----------------------|--|
| 2/22/2021 | Association of Minnesota - Duluth, MN | \$ 100.00 | PD memberships |
| 2/23/2021 | Humanity.com | \$ 49.00 | PD Shift Scheduling Software fee |
| 3/1/2021 | Marathon Petroleum - Aitkin, MN | \$ 12.35 | PD Supplies |
| 2/25/2021 | Payroll Taxes | \$ 17,688.45 | Payroll taxes |
| 2/25/2021 | Net Payroll PP04 | \$ 52,976.47 | Net payroll PP04 |
| 3/1/2021 | State of MN - Roth | \$ 2,330.69 | Deferred compensation payment to State of MN |
| 3/1/2021 | State of MN - MSRS | \$ 2,425.44 | State of MN healthcare savings plan |
| 3/1/2021 | Optum - H S A | \$ 3,534.44 | Health savings account |
| 3/1/2021 | MN PERA, PERA | \$ 16,156.52 | Pension plan |
| 3/1/2021 | HEALTHPARTNERS, PREMIUM | \$ 25,147.44 | Health insurance |
| Total | | <u>\$ 120,420.80</u> | |

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10100 Farmers State Bank

| Unpaid | | ADP, LLC | | |
|-----------------------|-----------------------------|-----------------|-----------|--|
| E 100-41941-300 | Professional Srvs (GENERAL) | \$285.30 | 574424815 | WORKFORCE NOW PAYROLL SOLUTIONS BUNDLE |
| E 100-41941-300 | Professional Srvs (GENERAL) | \$368.35 | 574495265 | WORKFORCE NOW PAYROLL SOLUTIONS BUNDLE |
| E 100-41941-300 | Professional Srvs (GENERAL) | \$258.45 | 575486953 | WORKFORCE NOW PAYROLL SOLUTIONS BUNDLE |
| Total ADP, LLC | | \$912.10 | | |

| Unpaid | | AMAZON CAPITAL SERVICES | | |
|--------------------------------------|------------------------------|--------------------------------|--------------|----------------|
| E 100-42100-200 | Office Supplies (GENERAL) | \$549.00 | 11K1-XTD6-4R | APPLE IPAD AIR |
| E 100-42100-210 | Operating Supplies (GENERAL) | \$38.29 | 11K1-XTD6-P | LABELS |
| E 100-43100-210 | Operating Supplies (GENERAL) | \$42.72 | 11K1-XTD6-P | LABELS |
| E 100-42100-321 | Telephone | \$49.99 | 1TKG-MHJR-L | CELL PHONES |
| Total AMAZON CAPITAL SERVICES | | \$680.00 | | |

| Unpaid | | AMERICAN LETTERING & DESIGN | | |
|--|------------------------|--|------|-------------------|
| E 100-45200-261 | Recreation Programming | \$1,562.90 | 2021 | BASEBALL UNIFORMS |
| Total AMERICAN LETTERING & DESIGN | | \$1,562.90 | | |

| Unpaid | | ASPEN MILLS | | |
|--------------------------|----------|--------------------|--------|------------------|
| E 100-42100-417 | Uniforms | \$1,028.90 | 270245 | UNIFORM SUPPLIES |
| Total ASPEN MILLS | | \$1,028.90 | | |

| Unpaid | | BEAUDRY OIL COMPANY | | |
|----------------------------------|-------------|----------------------------|---------|------------|
| E 100-43100-212 | Motor Fuels | \$1,416.97 | 1770997 | DIESEL |
| E 100-42100-212 | Motor Fuels | \$701.35 | 1770998 | SQUAD FUEL |
| E 100-43100-212 | Motor Fuels | \$27.69 | 1770998 | GASOLINE |
| Total BEAUDRY OIL COMPANY | | \$2,146.01 | | |

| Unpaid | | BIFFS INC. | | |
|-------------------------|------------------------------|-------------------|---------|------------------|
| E 400-41941-210 | Operating Supplies (GENERAL) | \$58.03 | W802044 | PORTABLE TOILETS |
| Total BIFFS INC. | | \$58.03 | | |

| Unpaid | | CARSON, CLELLAND & SCHREDER | | |
|--|--------------------------------|--|--------|---|
| E 100-41600-300 | Professional Srvs (GENERAL) | \$1,608.56 | 022621 | CIVIL - LEGAL |
| E 427-43100-530 | Improvements Other Than Bldgs | \$1,435.34 | 022621 | 66th AVENUE CORRIDOR EASEMENT ACQUISITION |
| E 100-41600-300 | Professional Srvs (GENERAL) | \$71.26 | 022621 | FIRST HOME BUILDERS PURCHASE |
| G 500-20497 | Kariniemi PP 20-016 | \$641.27 | 022621 | KARINIEMI PLAT HOA |
| G 500-20335 | Lennar Eng Plan Review/Modific | \$71.25 | 022621 | RAVINIA - RETAINING WALLS |
| G 500-20488 | Rush Creek Reserve | \$285.01 | 022621 | Rush Creek Reserve |
| G 500-20332 | Lennar Tavera Development | \$83.13 | 022621 | LENNAR - TAVERA |
| E 100-42100-304 | Legal Fees | \$2,719.22 | 022621 | CRIMINAL |
| E 205-42100-304 | Legal Fees | \$89.38 | 022621 | VEHICLE FORFEITURE |
| Total CARSON, CLELLAND & SCHREDER | | \$7,004.42 | | |

| Unpaid | | CENTURY LINK | | |
|---------------------------|-----------|---------------------|--------|------------------------|
| E 100-45200-321 | Telephone | \$66.71 | 030221 | LAND LINE 763-420-4061 |
| Total CENTURY LINK | | \$66.71 | | |

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| Unpaid CINTAS - 470 | | | | |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$10.00 | 4076810288 | HAND SANITIZER |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$121.33 | 4076810330 | CITY HALL |
| E 100-43100-417 | Uniforms | \$138.60 | 4076810357 | UNIFORMS |
| E 100-42100-223 | Building Repair Supplies | \$24.10 | 4076810365 | FLOOR MATS - POLICE |
| E 100-43100-210 | Operating Supplies (GENERAL) | \$46.73 | 4076810394 | PUBLIC WORKS |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$10.00 | 4077471950 | HAND SANITIZER |
| E 100-42100-223 | Building Repair Supplies | \$35.76 | 4077472021 | FLOOR MATS - POLICE |
| E 100-43100-210 | Operating Supplies (GENERAL) | \$91.40 | 4077472029 | PUBLIC WORKS |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$121.33 | 4077472075 | CITY HALL |
| E 100-43100-417 | Uniforms | \$138.60 | 4077472160 | UNIFORMS |
| | Total CINTAS - 470 | \$737.85 | | |
| Unpaid COMCAST- 902943336 | | | | |
| E 100-41941-321 | Telephone | \$114.67 | 117046491 | LAND LINE |
| E 100-42100-321 | Telephone | \$114.67 | 117046491 | LAND LINE |
| E 100-43100-321 | Telephone | \$114.68 | 117046491 | LAND LINE |
| | Total COMCAST- 902943336 | \$344.02 | | |
| Unpaid COMPASS MINERALS | | | | |
| E 100-43125-210 | Operating Supplies (GENERAL) | \$1,881.86 | 777352 | SALT SUPPLIES |
| | Total COMPASS MINERALS | \$1,881.86 | | |
| Unpaid DELTA DENTAL | | | | |
| E 100-41400-131 | Employer Paid Health | \$224.15 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| E 100-42100-131 | Employer Paid Health | \$122.80 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| E 100-41300-131 | Employer Paid Health | \$30.70 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| E 100-42102-131 | Employer Paid Health | \$101.35 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| E 100-43100-131 | Employer Paid Health | \$156.70 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| E 100-45200-131 | Employer Paid Health | \$30.70 | RIS000334832 | DENTAL INSURANCE MARCH 2021 |
| G 100-20205 | Reimbursements | \$63.00 | RIS000334832 | DENTAL INSURANCE MARCH 2021 HAMILTON |
| | Total DELTA DENTAL | \$729.40 | | |
| Unpaid DVS | | | | |
| E 100-42100-220 | Repair/Maint Supply (GENERAL) | \$218.25 | 384RAY 2015 | 1GNKVGKD8FJ311916 2015 CHEV TRV |
| | Total DVS | \$218.25 | | |
| Unpaid ECM PUBLISHERS INC | | | | |
| E 100-41910-210 | Operating Supplies (GENERAL) | \$39.57 | 820825 | MARCH 4 LARSON DETAILING PH |
| E 100-41910-210 | Operating Supplies (GENERAL) | \$39.57 | 820826 | MARCH 4 NAPA AUTO PH |
| E 100-41910-210 | Operating Supplies (GENERAL) | \$43.54 | 820827 | MARCH 4 COOK LAKE HIGHLANDS PH |
| | Total ECM PUBLISHERS INC | \$122.68 | | |
| Unpaid ENFORCEMENT LIGHTING, LLC | | | | |
| E 416-42100-210 | Operating Supplies (GENERAL) | \$7,135.00 | 030321 | 2021 CHEVROLET TRUCK CSO VEHICLE |
| | Total ENFORCEMENT LIGHTING, LLC | \$7,135.00 | | |
| Unpaid FERGUSON WATERWORKS | | | | |

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| E 601-49400-215 | Water Meters | \$224.55 | 0469663 | METERS |
| E 601-49400-300 | Professional Srvs (GENERAL) | \$3,950.00 | B137967 | SOFTWARE MAINTENANCE |
| Total FERGUSON WATERWORKS | | \$4,174.55 | | |
| Unpaid GOPHER STATE ONE CALL | | | | |
| E 601-49400-380 | Utility & Services (GENERAL) | \$56.02 | 1020312 | SERVICE |
| E 602-49450-380 | Utility & Services (GENERAL) | \$56.03 | 1020312 | SERVICE |
| Total GOPHER STATE ONE CALL | | \$112.05 | | |
| Unpaid GOTTSCHALK, MATT | | | | |
| G 100-21709 | Dependent Care FSA Withhold | \$950.00 | 030421 | DEPENDENT CARE JANUARY 2021 |
| Total GOTTSCHALK, MATT | | \$950.00 | | |
| Unpaid GRAINGER | | | | |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$68.77 | 9810419003 | SUPPLIES |
| Total GRAINGER | | \$68.77 | | |
| Unpaid HEINZ, BRANDON | | | | |
| G 100-21713 | H R A Payable | \$317.84 | 021921 | HRA REIMBURSEMENTS |
| Total HEINZ, BRANDON | | \$317.84 | | |
| Unpaid HENNEPIN COUNTY AR | | | | |
| E 100-43100-210 | Operating Supplies (GENERAL) | \$5.00 | 1000162921 | VIEW RECORDED DOCUMENTS |
| Total HENNEPIN COUNTY AR | | \$5.00 | | |
| Unpaid HOLIDAY STATION STORES | | | | |
| E 100-42100-220 | Repair/Maint Supply (GENERAL) | \$35.00 | 003401032100 | PRE PAID CAR WASH |
| Total HOLIDAY STATION STORES | | \$35.00 | | |
| Unpaid INTEGRATED PROTECTION SYSTEMS | | | | |
| E 400-41941-210 | Operating Supplies (GENERAL) | \$280.00 | 74879 | 50 ACCESS CARDS |
| Total INTEGRATED PROTECTION SYSTEMS | | \$280.00 | | |
| Unpaid KENTCO SIGNS | | | | |
| E 100-43100-220 | Repair/Maint Supply (GENERAL) | \$970.00 | 26523 | VEHICLE LETTERING |
| Total KENTCO SIGNS | | \$970.00 | | |
| Unpaid LANO EQUIPMENT | | | | |
| E 416-43100-580 | Other Equipment | \$144,203.50 | 03-811710 | BOBCAT E145 2020 B4WU11163 |
| E 416-43100-580 | Other Equipment | \$7,067.16 | 03-811710 | GEITH 60" GRADING BUCKET 2020 1024182 |
| E 416-43100-580 | Other Equipment | (\$55,000.00) | 03-811710 | DAEWOO SOLAR 140 40001325 |
| E 416-43100-580 | Other Equipment | (\$1,200.00) | 03-811710 | USA ATTACHMENTS 30" EXC BKT 2016 |
| E 416-43100-580 | Other Equipment | (\$2,000.00) | 03-811710 | 60" EXCAVATOR DITCH CLEANING BUCKET 8858 |
| Total LANO EQUIPMENT | | \$93,070.66 | | |
| Unpaid LMCIT | | | | |
| E 100-41900-360 | Insurance (GENERAL) | \$104,698.00 | 40003886 3-1- | WORKER'S COMP 2021 (wc 1001014-5 |
| Total LMCIT | | \$104,698.00 | | |

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| Unpaid MARTENS, BRAD | | | | |
| E 100-41300-210 | Operating Supplies (GENERAL) | \$50.00 | 030321 | CELL PHONE |
| E 100-41300-210 | Operating Supplies (GENERAL) | \$7.08 | 030321 | HY-VEE - SOAP FOR RESTROOMS |
| G 100-21709 | Dependent Care FSA Withhold | \$323.00 | 030321 | DEPENDENT CARE FSA |
| Total MARTENS, BRAD | | \$380.08 | | |
| Unpaid MENARDS MAPLE GROVE | | | | |
| E 100-42100-210 | Operating Supplies (GENERAL) | \$14.99 | 78954 | SUPPLIES |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$180.31 | 78954 | SUPPLIES |
| E 100-41941-210 | Operating Supplies (GENERAL) | \$13.56 | 79177 | SUPPLIES |
| Total MENARDS MAPLE GROVE | | \$208.86 | | |
| Unpaid METRO WEST INSPECTION SERVICES | | | | |
| E 100-42400-300 | Professional Svcs (GENERAL) | \$28,414.31 | 2745 | FINALIZED INSPECTIONS |
| otal METRO WEST INSPECTION SERVICES | | \$28,414.31 | | |
| Unpaid METROPOLITAN COUNCIL MCES | | | | |
| E 602-49450-310 | Other Professional Services | \$56,583.45 | 030421 | SAC ACTIVITY |
| Total METROPOLITAN COUNCIL MCES | | \$56,583.45 | | |
| Unpaid MN CHIEFS OF POLICE ASSOC | | | | |
| E 100-42100-208 | Training and Instruction | \$510.00 | 10488 | EKENBERG - TRAINING |
| E 100-42100-433 | Dues and Memberships | \$172.00 | 11878 | EKENBERG - MEMBERSHIP RENEWAL |
| Total MN CHIEFS OF POLICE ASSOC | | \$682.00 | | |
| Unpaid NORTHERN SAFETY TECHNOLOGY | | | | |
| E 100-43100-220 | Repair/Maint Supply (GENERAL) | \$895.20 | 51878 | RESPONDER LOW PROFILE |
| Total NORTHERN SAFETY TECHNOLOGY | | \$895.20 | | |
| Unpaid NORTHLAND TRUST SERVICES | | | | |
| E 100-41900-300 | Professional Svcs (GENERAL) | \$750.00 | 9710 | PAYING AGENT ANNUAL FEE 2020A |
| E 100-41900-300 | Professional Svcs (GENERAL) | \$750.00 | 9787 | PAYING AGENT ANNUAL FEE 2020B |
| Total NORTHLAND TRUST SERVICES | | \$1,500.00 | | |
| Unpaid NUSS TRUCK & EQUIPMENT | | | | |
| E 100-43100-220 | Repair/Maint Supply (GENERAL) | \$114.59 | 4659539P | PARTS/LABOR |
| Total NUSS TRUCK & EQUIPMENT | | \$114.59 | | |
| Unpaid NW TRAILS ASSOCIATION | | | | |
| E 100-45200-530 | Improvements Other Than Bldgs | \$17,464.68 | 2021-1 & 2 | 2021 1ST QUARTER BENCHMARK |
| E 100-45200-530 | Improvements Other Than Bldgs | \$9,702.60 | 2021-1 & 2 | 2021 2ND QUARTER BENCHMARK |
| Total NW TRAILS ASSOCIATION | | \$27,167.28 | | |
| Unpaid OFFICE DEPOT | | | | |
| E 100-41941-200 | Office Supplies (GENERAL) | \$76.36 | 155719064001 | OFFICE SUPPLIES |
| E 100-41941-200 | Office Supplies (GENERAL) | \$70.95 | 155719229001 | OFFICE SUPPLIES |
| Total OFFICE DEPOT | | \$147.31 | | |
| Unpaid RANDYS ENVIRONMENTAL SERVICES | | | | |

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|---|-------------------------------|--------------|----------------------------------|----------------------------------|
| E 100-41941-380 | Utility & Services (GENERAL) | \$302.61 | 022321 | CITY HALL GARBAGE 1280351 |
| E 100-43232-300 | Professional Srvs (GENERAL) | \$660.73 | 022321 | MONTHLY RECYCLING |
| E 100-45200-380 | Utility & Services (GENERAL) | \$269.26 | 022321 | PARKS GARBAGE 11039 |
| total RANDYS ENVIRONMENTAL SERVICES | | \$1,232.60 | | |
| Unpaid RMS RENTALS | | | | |
| E 100-43100-225 | Landscape/Ditch Materials | \$3,545.00 | R2090401 | CAIN DITCH |
| Total RMS RENTALS | | \$3,545.00 | | |
| Unpaid SPRINT | | | | |
| E 100-43100-321 | Telephone | \$755.33 | 391283315-23 | CELL SERVICE |
| Total SPRINT | | \$755.33 | | |
| Unpaid TEAMSTER LOCAL 320 | | | | |
| G 100-21707 | Union Dues | \$336.20 | MAR21 | UNION DUES/TLDF |
| Total TEAMSTER LOCAL 320 | | \$336.20 | | |
| Unpaid TIDE CLEANERS MAPLE GROVE | | | | |
| E 100-42100-417 | Uniforms | \$67.68 | FEBRUARY 20 | UNIFORMS |
| Total TIDE CLEANERS MAPLE GROVE | | \$67.68 | | |
| Unpaid TOWMASTER | | | | |
| E 416-43100-550 | Motor Vehicles | \$132,907.50 | 436240 | TRUCK CHASSIS: 1M2GR4GC2MM023690 |
| Total TOWMASTER | | \$132,907.50 | | |
| Unpaid TRANSUNION RISK & ALTERNATIVE | | | | |
| E 100-42100-300 | Professional Srvs (GENERAL) | \$75.00 | 3609221-0221 | SERVICE |
| Total TRANSUNION RISK & ALTERNATIVE | | \$75.00 | | |
| Unpaid WAYZATA, CITY OF | | | | |
| E 416-43100-220 | Repair/Maint Supply (GENERAL) | \$2,949.71 | 2020 F550 4X4 1FDUF5HTXLD A08840 | - 2020 F550 4X4 |
| E 416-43100-220 | Repair/Maint Supply (GENERAL) | \$2,186.75 | 2021-ALUMA T 1YGAE2020MB228112 | - 2021 ALUMA TRLR |
| E 416-43100-220 | Repair/Maint Supply (GENERAL) | \$8,111.42 | 2021-MACK T 1M2GR5GC0MM001824 | |
| Total WAYZATA, CITY OF | | \$13,247.88 | | |
| Unpaid WEBER, INC. | | | | |
| E 400-41941-520 | Buildings and Structures | \$63,422.30 | PAY 4 | PAY REQUEST #4 72% |
| Total WEBER, INC. | | \$63,422.30 | | |
| Unpaid WOLD ARCHITECTS AND ENGINEERS | | | | |
| E 100-41941-300 | Professional Srvs (GENERAL) | \$2,751.61 | 71230 | ARCHITECT FEES |
| total WOLD ARCHITECTS AND ENGINEERS | | \$2,751.61 | | |
| Unpaid WRIGHT HENNEPIN COOP ELECT | | | | |
| E 100-43100-381 | Street/Signal Lights | \$67.76 | 022221 | CTY RD10/116 000-0100-1469 |
| E 100-45200-380 | Utility & Services (GENERAL) | \$90.52 | 022221 | Ballpark: 120-1246-7200 |
| E 100-41941-380 | Utility & Services (GENERAL) | \$28.81 | 022221 | School Property: 120-1247-9600 |
| E 100-41941-380 | Utility & Services (GENERAL) | \$952.78 | 022221 | 8200 Cty Rd 116: 120-1255-6300 |
| E 100-43100-380 | Utility & Services (GENERAL) | \$39.73 | 022221 | 9525 Cain Rd: 150-1689-5230 |

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| E 602-49450-380 | Utility & Services (GENERAL) | \$237.57 | 022221 | Brockton Ln: 150-1689-6871 |
| E 602-49450-380 | Utility & Services (GENERAL) | \$52.37 | 022221 | 20120 CTY 10 LIF:150-1691-6661 |
| E 100-41941-380 | Utility & Services (GENERAL) | \$44.32 | 022221 | 8200 CR116/SIGN: 150-1693-6612 |
| E 100-45200-380 | Utility & Services (GENERAL) | \$18.50 | 022221 | BASEBALL FIELD: 150-1693-6855 |
| E 100-43100-381 | Street/Signal Lights | \$0.21 | 022221 | Cty 10/Stanchion:120-1246-7600 |
| E 100-43100-381 | Street/Signal Lights | \$0.21 | 022221 | Co Rd 10 & 50: 120-1246-7700 |
| E 100-43100-380 | Utility & Services (GENERAL) | \$27.95 | 022221 | 9100 Cty Rd 19: 150-1688-8463 |
| Total WRIGHT HENNEPIN COOP ELECT | | \$1,560.73 | | |
| <hr/> | | | | |
| Unpaid | XCEL ENERGY | | | |
| E 100-43100-380 | Utility & Services (GENERAL) | \$1,026.05 | 721240615 | UTILITIES - 9100 |
| | Total XCEL ENERGY | \$1,026.05 | | |
| | 10100 Farmers State Bank | \$566,330.96 | | |

Fund Summary

| 10100 Farmers State Bank | |
|------------------------------------|---------------------|
| 100 GENERAL FUND | \$192,444.22 |
| 205 DWI FORFEITURE FUND | \$89.38 |
| 400 CITY HALL REMODEL 2020-2021 | \$63,760.33 |
| 416 CAPITAL-EQUIPMENT CERTS | \$246,361.04 |
| 427 GLEASON/66TH PARKWAY EXTENSION | \$1,435.34 |
| 500 ESCROW HOLDING FUND | \$1,080.66 |
| 601 WATER | \$4,230.57 |
| 602 SEWER | \$56,929.42 |
| | \$566,330.96 |

**City of Corcoran
Consultant Summary
3/11/2021**

| <u>Name</u> | <u>Invoice Date</u> | <u>Amount Due</u> |
|-----------------------------|---------------------|---------------------|
| | | |
| Carson, Clelland & Schreder | 02/26/21 | 7,004.42 |
| Landform | | |
| Metro West Inspection | 02/23/21 | 28,414.31 |
| Wenck Associates | | |
| Total | | \$ 35,418.73 |

| | | | | | | | |
|--------------------------------------|----------------|-------|---------|------------------|-----|--------------|---------------------|
| Select Entry or Add Entry(F9) | Search Name | Refer | Invoice | Comments | Emo | Reset Screen | Turn ON help window |
| Print Entry | AMAZON CAPITAL | 36608 | | | | | |
| Delete Entry | BEAUDRY OIL CO | 36609 | | FUEL | | | |
| Copy Entry | BIFFS INC. | 36610 | W802044 | PORTABLE TOILETS | | | |
| Allocate Entry | CARSON, CLELLA | 36611 | 022621 | | | | |
| Fixed Assets | | | | | | Options | |

Pay To: CARSON, CLELLAND & SCHREDER Invoice: 022621 Inv Date: 2/26/2021
 Vendor Customer Copy Recur See Transactions Copy Invoice/Date to below Invoice Total

Ref/Claim#: 36611 Claim Type: Direct
 Comment Project Check# Date

Copy Comments to entries below Copy Project to entries below
 Bank or AP: Farmers State Bank Transaction Date: 3/3/2021

022621 Fixed Format

| Account | App | Comments | Invoice | Inv Date | PO | Final | Proj | Max |
|-----------------|-----------------------|------------------------------|---------|-----------|----|--------------------------|------|-----|
| E 100-41600-300 | Professional Svcs (3) | \$1,608.56 CIVIL - LEGAL | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| E 427-43100-530 | Improvements Other | \$1,435.34 66th AVENUE CORRI | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| E 100-41600-300 | Professional Svcs (3) | \$71.26 FIRST HOME BUILDE | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| G 500-20497 | Kariniemi PP 25-015 | \$641.27 KARINIEMI PLAT HO | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| G 500-20335 | Lennar Eng Plan Fe | \$71.25 RAVINIA - RETAINING | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| G 500-20488 | Rush Creek Reserv | \$285.01 Rush Creek Reserve | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| G 500-20332 | Lennar Tavera Dev | \$83.13 LENNAR - TAVERA | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| E 100-42100-304 | Legal Fees | \$2,719.22 CRIMINAL | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| E 205-42100-304 | Legal Fees | \$89.39 VEHICLE FORFEITUF | 022621 | 2/26/2021 | 0 | <input type="checkbox"/> | 20 | |
| *E | | | | | | <input type="checkbox"/> | | |

\$7,004.42 Page Total
 Batch Entered So Far \$10,800.56 Your Total Zero

Date: _____
 Code to Acct # 100- _____
 Amount to Pay _____
 Comments: _____

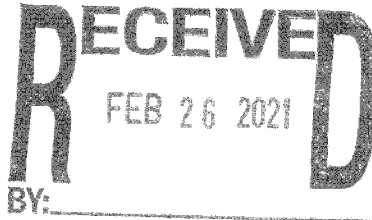
Approval Initials: _____
 _____ Dept. Head
 _____ City Admin
 _____ Treasurer



ATTORNEYS AT LAW
 6300 SHINGLE CREEK PARKWAY STE 305
 MINNEAPOLIS, MN 55430-2190
 (763)-561-2800

February 26, 2021

CITY OF CORCORAN
 8200 CO RD 116
 CORCORAN, MN 55340



Professional Services

| | <u>Amount</u> |
|---|--------------------|
| ..Civil | |
| 1/27/2021 Review City authority issue, review City Council agenda packet | 190.00 |
| 1/28/2021 Research City authority issue, correspondence with Administrator, review special voting requirements, correspondence with Planner regarding easement issue | 142.50 |
| 2/5/2021 Review MGDPA issue, conference with Administrator | 35.63 |
| 2/9/2021 Review property owner complaint, Hennepin County records, correspondence with Code Enforcement Official, review easement issue | 71.25 |
| 2/10/2021 Review City Council agenda packet | 142.50 |
| 2/15/2021 Conference with Attorney Thames, review correspondence, assist in preparing response letter; revise and send letter, copy to City Administrator | 29.17 |
| 2/17/2021 Review PERA settlement letter, review timeline issue, draft response letter | 35.63 |
| 2/17/2021 Review zoning enforcement issue, review code, correspondence with Code Enforcement Official regarding abatement issue | 106.88 |
| 2/18/2021 Conference with Public Works Director regarding open files, ag property enforcement issue, review state law, Administrative Rules, review City authority issue and bidding compliance issue | 213.75 |
| 2/18/2021 Conference with Planner regarding permitting issue, review exemption rights issue, correspondence with Public Works Director, review RO notice | 95.00 |
| 2/19/2021 Review zoning and City authority issue, conference with Planner regarding variance standards and PC findings | 142.50 |
| 2/22/2021 Conference with Public Works Director, Administrator regarding open files, city authority issues, review zoning issue, review claim letter | 95.00 |
| 2/23/2021 Research city authority issues, review assessment policy, conference with Public Works Director and Administrator, conference with Public Works Director regarding easement issue and city liability issues, update files | 237.50 |
| 2/23/2021 Review building official inquiry, City Code, Administrative Rules, correspondence with Administrator regarding claim representation options | 71.25 |
| SUBTOTAL: | [1,608.56] |

Amount.66th Avenue Corridor Easement Acquisition

| | | |
|-----------|--|-------------|
| 2/17/2021 | Conference with Public Works Director regarding project timelines, process issues, review service issue, review state law and posting requirement, Council authority issue | 142.50 |
| 2/18/2021 | Correspondence with Administrator, Public Works Director, outline petition exhibits | 71.25 |
| 2/19/2021 | Conference with Attorney Thames regarding condemnation proceedings and next steps, correspondence with court administration and Judge's Clerks | 52.50 |
| | Conference with Attorney Carson regarding petition and selection of commissioners, conference with Becky regarding service and filing issues, review entry order, update file | 106.88 |
| 2/22/2021 | Conference with Attorney Thames and court administration regarding commissioner list, condemnation hearing date, virtual court information | 17.50 |
| | Correspondence with Public Works Director regarding easement interests, review title issue, draft Petition | 391.88 |
| 2/23/2021 | Correspondence with court administration regarding the process for posting condemnation funds | 23.33 |
| | Conference with Public Works Director regarding easements, construction timelines, review appeal issue, conference with Attorney Carson regarding commissioner selection, title issues, Petition, update Petition, draft proposed Order, draft Notice of Motion and Motion | 570.00 |
| | SUBTOTAL: | [1,375.84] |

.First Home Builders Purchase

| | | |
|-----------|--|----------|
| 1/27/2021 | Correspondence with closer regarding closing documents, review additional title issue | 35.63 |
| 1/29/2021 | Correspondence with closer regarding deed, final closing documents, correspondence with Administrator, update file | 35.63 |
| | SUBTOTAL: | [71.26] |

.Kariniemi Plat HOA

| | | |
|-----------|---|-----------|
| 1/29/2021 | Correspondence with developer's attorney regarding Declarations, easement revisions, correspondence with Planner, review easement issues, rule against perpetuities issue, revise easement, declarations, outline revisions | 320.63 |
| 2/2/2021 | Correspondence with attorney for property owner, review/revise updated declarations, review easement use issue, update file | 106.88 |
| 2/3/2021 | Review SIPA, LOC sample, correspondence with Planner | 35.63 |
| 2/4/2021 | Conference with Planner, correspondence with developer's attorney, revise declarations, review easement rights issue | 142.50 |
| 2/5/2021 | Correspondence with Planner, attorney for developer, prepare finalized documents | 35.63 |
| | SUBTOTAL: | [641.27] |

.Ravinia - Retaining Walls

| | | |
|-----------|--|----------|
| 2/23/2021 | Review developer request, agreement terms, HOA provisions, conference with Public Works Director | 71.25 |
| | SUBTOTAL: | [71.25] |

| | <u>Amount</u> |
|--|---------------|
| <u>.Rush Creek Reserve</u> | |
| 2/17/2021 Review developer correspondence and DA request | 35.63 |
| 2/18/2021 Correspondence with Planner, review developer request, title issues, City liability issue, review updated DA language, correspondence with Planner | 106.88 |
| 2/23/2021 Conference with Public Works Director regarding easement rights, development agreement terms, plat issues | 142.50 |
| SUBTOTAL: | [285.01] |
| <u>.Tavera</u> | |
| 2/10/2021 Conference with Planner, review developer request regarding plat and title issue | 35.63 |
| 2/17/2021 Review title issue and developer request, review draft resolution, correspondence with Planner, update file | 47.50 |
| SUBTOTAL: | [83.13] |
| <u>Criminal</u> | |
| 1/27/2021 Attend hearings at Brookdale court | 97.50 |
| Review and respond to emails | 32.50 |
| Review discovery, charging issue, correspondence with defendant, conference with defense attorney | 65.00 |
| 1/28/2021 Email defense attorney | 16.25 |
| Email defense attorney | 16.25 |
| 1/29/2021 Review files, prepare dispositions | 32.50 |
| 2/1/2021 Preparation of one complaint | 40.00 |
| Phone call with Attorney Thames | 48.75 |
| Correspondence with property owner, review code enforcement issue, conference with Attorney Ross | 48.75 |
| 2/2/2021 Discuss cases with Attorney Thames | 81.25 |
| Correspondence with attorney for defendant, witness, update file | 32.50 |
| Review file, correspondence with defense attorney | 48.75 |
| Review Brookdale files | 32.50 |
| 2/3/2021 Correspondence with defense attorney regarding discovery | 24.38 |
| Handle Brookdale calendar | 73.13 |
| Review police reports, criminal history, prepare offer and correspondence with defense attorney | 48.75 |
| 2/5/2021 Correspondence with victim's advocate, provide case updates, discuss offers | 48.75 |
| 2/6/2021 Preparation of one complaint | 40.00 |
| 2/8/2021 Review email from judge's clerk and defense attorney | 16.25 |
| 2/9/2021 Review emails, voicemails, and prepare correspondence | 48.75 |
| 2/10/2021 Charge reviews | 97.50 |
| 2/11/2021 Review charging issue, correspondence with code enforcement official | 24.38 |
| 2/12/2021 Preparation of seven complaints | 280.00 |
| Review ordinances and discuss cases with Attorney Murphy and Larkin | 48.75 |
| Preparation of one complaint | 40.00 |

| | <u>Amount</u> |
|---|-------------------|
| 2/15/2021 Email regarding nuisance cases | 24.38 |
| Review police reports, criminal histories, and victim input in preparation for court hearings | 32.50 |
| 2/16/2021 Preparation for 2/17 cases, note files and email offers to defense attorneys | 48.75 |
| Attend arraignments, pretrials, motion hearings, settlement conferences, probation violation hearings, and sentencings | 65.00 |
| 2/17/2021 Attend Brookdale Zoom court | 48.75 |
| Update case files following court, update victims through advocate on cases, order requested discovery, and provide follow-up instructions to legal assistants | 32.50 |
| 2/18/2021 Review emails | 16.25 |
| Review files, correspondence with defense attorney and courts | 97.50 |
| Review police reports | 48.75 |
| 2/22/2021 Revise complaints, review and respond to emails | 32.50 |
| Review Brookdale files | 48.75 |
| Preparation of one complaint | 40.00 |
| Review police reports, criminal histories, and victim input in preparation for court hearings | 16.25 |
| 2/23/2021 Review court filing, email defense attorney, email department | 32.50 |
| Handle Brookdale calendar | 97.50 |
| Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period | 346.88 |
| Open criminal files, preparation of criminal complaints; preparation of cases for court calendars, including court and jury trials; contact and notice to witnesses for trial testimony, prepare outgoing discovery requests, complete incoming discovery requests for monthly period | 250.00 |
| SUBTOTAL: | [2,661.90] |
| <u>Vehicle Forfeiture:</u> | |
| 1/28/2021 Review forfeiture cases | 32.50 |
| 2/2/2021 Email defense attorney regarding forfeiture cases | 40.63 |
| 2/4/2021 Email police department and defense attorney regarding forfeiture | 16.25 |
| SUBTOTAL: | [89.38] |
| For professional services rendered | \$6,887.60 |
| Client Expense Charges : | |
| <u>.66th Avenue Corridor Easement Acquisition</u> | |
| Legal process service | 59.50 |
| SUBTOTAL: | [59.50] |

| | <u>Amount</u> |
|---------------------------------------|---------------------|
| <u>Criminal Expenses:</u> | |
| Monthly support fee for January | 11.16 |
| Legal process service | 35.00 |
| Monthly support fee for February | 11.16 |
| SUBTOTAL: | [57.32] |
| Total Client Expense Charges | \$116.82 |
| Total amount of this bill | \$7,004.42 |
| Previous balance | \$7,220.52 |
| 2/19/2021 Payment - thank you | (\$7,220.52) |
| Total payments and adjustments | (\$7,220.52) |
| Balance due | \$7,004.42 |

I hereby declare under the penalties of perjury that the foregoing statement for legal services is just and correct and that no part thereof has been paid.


John J. Thames, City Attorney

| Select Entry or Add Entry(F5) | Search Name | Refer | Invoice | Comments | Erro ^ |
|-------------------------------|-----------------------|--------------|-------------|------------------------------|--------|
| Print Entry | LANO EQUIPMEN | 36625 | 03-811710 | | |
| Delete Entry | MARTENS, BRAD | 36626 | 030321 | REIMBURSEMENTS | |
| Copy Entry | MENARDS MAPLE | 36627 | | SUPPLIES | |
| Allocate Entry | METRO WEST INS | 36628 | 2745 | FINALIZED INSPECTIONS | |

Reset Screen Turn ON help window

Pay To: METRO WEST INSPECTION SERVICES Invoice: 2745 Inv Date: 2/23/2021
 Vendor Customer: Copy Recur: See Transactions Copy Invoice/Date to below Invoice Total: Optional

Ref/Claim#: 36628 Claim Type: Direct
 Comment: FINALIZED INSPECTIONS Project: Check#: Date:

Copy Comments to entries below Copy Project to entries below
 Bank or AP: Farmers State Bank Transaction Date: 3/3/2021

| Account | Amt | Comments | Invoice | Inv Date | PO | Final | Proj Nbr |
|-----------------|-------------------|-------------|--------------------|----------|-----------|-------|----------|
| E 100-42400-300 | Professional Svcs | \$28,414.31 | FINALIZED INSPECTI | 2745 | 2/23/2021 | 0 | 20 |
| *E | | | | | | | |

Date: _____
 Code to Acct #: 100- _____
 Amount to Pay: _____
 Comments: _____
 Approval Initials: _____
 _____ Dept. Head
 _____ City Admin
 _____ Treasurer

\$28,414.31 Page Total
 Batch Entered So Far \$148,880.20 Your Total Zero

Metro West Inspection Services, Inc.
689 Medina St, Suite 250
Loretto, MN 55357 US



INVOICE

BILL TO

City of Corcoran
8200 County Rd 116
Corcoran, MN 55340

INVOICE # 2745

DATE 02/23/2021

| ACTIVITY | HOURS | RATE | AMOUNT |
|---|-------|-----------|-----------|
| Finalized Permits Finalized permits February 2021 | 1 | 28,414.31 | 28,414.31 |

BALANCE DUE

\$28,414.31

A large, stylized handwritten signature in black ink, enclosed within a large, hand-drawn oval.

METRO WEST INSPECTION SERVICES, INC.

BOX 248
 LORETTO, MN 55357
 PH. 763-479-1720
 FAX 763-479-3090
 BILLED TO:

City of Corcoran

8200 County Rd 116
 Corcoran, MN 55340

Invoice Date
 February 23, 2021

| Permit # | Permit Address | 35% Eligible Fees, Mechanical, Plumbing, Plan Check, SEC | 100% Investigation | Total Fees |
|-------------|--------------------------|--|--------------------|------------|
| 2018-00348 | 6215 OLD SETTLERS RD | \$90.00 | | \$31.50 |
| 2019-00241 | 6409 ROLLING HILLS RD | \$90.00 | | \$31.50 |
| 2019-00243 | 7000 ROLLING HILLS RD | \$90.00 | | \$31.50 |
| 2019-00251 | 7320 ROLLING HILLS RD | \$90.00 | | \$31.50 |
| 2019-00252 | 22445 RUSJ CREEK DR | \$90.00 | | \$31.50 |
| 2019-00254 | 21250 HORSESHOE TR | \$75.00 | | \$26.25 |
| 2019-00262 | 6707 PIONEER TR | \$90.00 | | \$31.50 |
| 2019-00263 | 20055 75TH AVE N | \$739.25 | | \$258.74 |
| 2019-00265 | 19805 OLDE STURBRIDGE RD | \$90.00 | | \$31.50 |
| 2019-00269 | 7800 MAPLE HILL RD | \$90.00 | | \$31.50 |
| 2019-00270 | 19437 LUPINE LN | \$50.00 | | \$17.50 |
| 2019-00283 | 20081 HUNTERS RIDGE | \$90.00 | | \$31.50 |
| 2019-00279 | 20755 HORSESHOE TR | \$90.00 | | \$31.50 |
| 2019-00274 | 19316 BRIDLE PATH | \$618.34 | | \$216.42 |
| 2019-00291 | 20520 MEISTER RD | \$90.00 | | \$31.50 |
| 2019-00292 | 9425 CO RD 101 | \$90.00 | | \$31.50 |
| 2019-00307 | 6747 OLDE STURBRIDGE DR | \$90.00 | | \$31.50 |
| 2019-00318 | 19545 PATRICK PL | \$90.00 | | \$31.50 |
| 2019-00321 | 19805 OLDE STURBRIDGE RD | \$90.00 | | \$31.50 |
| 2019-00324 | 6901 CO RD 101 | \$90.00 | | \$31.50 |
| 2019-00331 | 21525 CO RD 30 | \$90.00 | | \$31.50 |
| 2019-00335 | 6515 BLUESTEM RD | \$90.00 | | \$31.50 |
| 2019-00347 | 21020 HORSESHOE TR | \$90.00 | | \$31.50 |
| 2019-00349 | 23811 MEADOW CREEK DR | \$75.00 | | \$26.25 |
| 2019-00355 | 6863 CO RD 101 | \$90.00 | | \$31.50 |
| 2019-003546 | 6215 WILLOW DR | \$90.00 | | \$31.50 |
| 2019-00360 | 20030 ABILENE LA | \$90.00 | | \$31.50 |
| 2019-00361 | 6335 OLDE SETTLER RD | \$180.00 | | \$63.00 |
| 2019-00364 | 6507 BLUESTEM RD | \$225.64 | | \$78.97 |
| 2019-00374 | 6531 BLUESTEM RD | \$90.00 | | \$31.50 |
| 2019-00376 | 6497 TRAIL LN | \$180.00 | | \$63.00 |
| 2019-00380 | 6455 TRAIL LA | \$90.00 | | \$31.50 |
| 2019-00381 | 6285 BUTTERWORTH LA | \$90.00 | | \$31.50 |
| 2019-00385 | 10325 HAGE DR | \$180.00 | | \$63.00 |
| 2019-00391 | 7800 MAPLE HILL RD | \$250.00 | | \$87.50 |
| 2019-00393 | 6605 CO RD 19 | \$764.53 | | \$267.59 |
| 2019-00394 | 6951 CO RD 101 | \$90.00 | | \$31.50 |
| 2019-00395 | 19339 74TH AVE N | \$15.00 | | \$5.25 |
| 2019-00398 | 7437 FIR LN | \$180.00 | | \$63.00 |
| 2019-00399 | 19347 74TH AVE N | \$15.00 | | \$5.25 |

Page Total \$2,060.72

Invoice Total \$28,414.31

METRO WEST INSPECTION SERVICES, INC.

**BOX 248
LORETTO, MN 55357
PH. 763-479-1720
FAX 763-479-3090**

BILLED TO:

**City of Corcoran
8200 County Rd 116
Corcoran, MN 55340**

| Invoice Date | | | | |
|-------------------|-------------------------|---|--------------------|------------|
| February 23, 2021 | | | | |
| Permit # | Permit Address | 35% Eligible Fees, Mechanical, Plumbing, Plan Check | 100% Eligible Fees | Total Fees |
| 2019-00400 | 19298 ANNABELLE LN | \$15.00 | | \$5.25 |
| 2019-00401 | 6441 LARKSPUR LN | \$15.00 | | \$5.25 |
| 2019-00415 | 8185 CO RD 19 | \$90.00 | | \$31.50 |
| 2019-00424 | 10635 MAPEL LN E | \$75.00 | | \$26.25 |
| 2019-00426 | 7469 FIR LN | \$75.00 | | \$26.25 |
| 2019-00428 | 10420 CO RD 19 | \$90.00 | | \$31.50 |
| 2019-00429 | 6490 BRIDLE PATH | \$15.00 | | \$5.25 |
| 2019-00440 | 19916 ABILENE LA | \$90.00 | | \$31.50 |
| 2019-00457 | 10332 HAGE DR | \$75.00 | | \$26.25 |
| 2019-00465 | 7800 MAPLE HILL | \$90.00 | | \$31.50 |
| 2019-00469 | 19913 ABELINE LA | \$123.17 | | \$43.11 |
| 2019-00470 | 7025 OAK RIDGE RD | \$90.00 | | \$31.50 |
| 2019-00471 | 20108 ABILENE LA | \$90.00 | | \$31.50 |
| 2019-00473 | 6221 WILLOW DR | \$90.00 | | \$31.50 |
| 2019-00474 | 6221 WILLOW DR | \$90.00 | | \$31.50 |
| 2019-00481 | 6820 OLDE STURBRIDGE DR | \$90.00 | | \$31.50 |
| 2019-00482 | 21300 MEADOW LA | \$82.91 | | \$29.02 |
| 2019-00484 | 6285 ELM RIDGE DR | \$90.00 | | \$31.50 |
| 2019-00489 | 19382 ANNABELLE LN | \$15.00 | | \$5.25 |
| 2019-00490 | 6338 BLUESTEM RD S | \$90.00 | | \$31.50 |
| 2019-00495 | 6650 HORSESHOE BEND | \$90.00 | | \$31.50 |
| 2019-00502 | 7429 FIR LN | \$90.00 | | \$31.50 |
| 2019-00503 | 7415 FIR LN | \$90.00 | | \$31.50 |
| 2019-00506 | 21903 HORSESHOE TR | \$90.00 | | \$31.50 |
| 2019-00509 | 19140 66TH AVE N | \$90.00 | | \$31.50 |
| 2019-00510 | 6300 WILLOW DR | \$90.00 | | \$31.50 |
| 2019-00511 | 9000 BRANDYWINE RD | \$90.00 | | \$31.50 |
| 2019-00512 | 19086 GALLOWAY CR | \$90.00 | | \$31.50 |
| 2019-00513 | 19274 ANNABELLE LN | \$90.00 | | \$31.50 |
| 2019-00514 | 6523 BLUESTEM RD N | \$90.00 | | \$31.50 |
| 2019-00516 | 22055 OAKDALE DR | \$75.00 | | \$26.25 |
| 2019-00520 | 23020 CO RD 30 | \$179.44 | | \$62.80 |
| 2019-00528 | 20815 HIDDEN PONDS DR | \$150.00 | | \$52.50 |
| 2019-00531 | 31030 HORSESHOE TR | \$90.00 | | \$31.50 |
| 2019-00535 | 6501 PARK TRAIL RD | \$90.00 | | \$31.50 |
| 2019-00546 | 22903 STREHLER RD | \$90.00 | | \$31.50 |
| 2019-00549 | 6429 LARKSPUR LN | \$15.00 | | \$5.25 |
| 2019-00561 | 6220 ROLLING HILL RD | \$180.00 | | \$63.00 |
| 2019-00569 | 7434 FIR LN | \$549.04 | | \$192.16 |
| 2019-00576 | 6691 BRIDLE PATH | \$180.00 | | \$63.00 |

Page Total \$1,392.85

Invoice Total \$28,414.31

METRO WEST INSPECTION SERVICES, INC.

INVOICE

**BOX 248
LORETTO, MN 55357
PH. 763-479-1720
FAX 763-479-3090**

BILLED TO:
**City of Corcoran
8200 County Rd 116
Corcoran, MN 55340**

| Invoice Date | Invoice Number | Payment Terms | | |
|-------------------|-----------------------|---|---------------------|------------|
| February 23, 2021 | CR1701 | Due upon receipt | | |
| Permit # | Permit Address | 35% Eligible Fees, Mechanical, Plumbing, Plan Check | 100 % Eligible Fees | Total Fees |
| 2019-00578 | 20233 HILLSIDE DR | \$90.00 | | \$31.50 |
| 2019-00580 | 21070 HORSESHOE | \$90.00 | | \$31.50 |
| 2019-00583 | 6508 VALLEY VIEW RD | \$90.00 | | \$31.50 |
| 2019-00587 | 21150 HORSESHOE TR | \$90.00 | | \$31.50 |
| 2019-00600 | 7148 FIR LN | \$15.00 | | \$5.25 |
| 2019-00602 | 19600 PATRICK PL | \$90.00 | | \$31.50 |
| 2019-00604 | 199908 ABILENE LA | \$90.00 | | \$31.50 |
| 2019-00608 | 6225 WILLOW DR | \$90.00 | | \$31.50 |
| 2019-00609 | 21705 CO R D 50 | \$90.00 | | \$31.50 |
| 2019-00618 | 19725JACKIE LA | \$90.00 | | \$31.50 |
| 2019-00619 | 6511 ELM ST | \$180.00 | | \$63.00 |
| 2019-00624 | 6275 OLDE SETTLERS RD | \$180.00 | | \$63.00 |
| 2019-00629 | 19376 75TH AVE N | \$15.00 | | \$5.25 |
| 2019-00628 | 19400 75TH AVE N | \$15.00 | | \$5.25 |
| 2019-00648 | 7225 BUCKSKIN TR | \$90.00 | | \$31.50 |
| 2019-00649 | 6605 CO RD 19K | \$1,242.86 | | \$435.00 |
| 2019-00625 | 10025 ELM LN | \$1,485.71 | | \$520.00 |
| 2019-00654 | 19307 74TH AVE N | \$75.00 | | \$26.25 |
| 2019-00655 | 6650 TRAIL LN | \$90.00 | | \$31.50 |
| 2019-00656 | 20100 MEITER RD | \$150.00 | | \$52.50 |
| 2019-00658 | 19389 ELDERBERRY CT | \$90.00 | | \$31.50 |
| 2019-00672 | 6655 WILDFLOWER TRL | \$731.20 | | \$255.92 |
| 2019-00687 | 19300 75TH AVE N | \$15.00 | | \$5.25 |
| 2019-00688 | 19352 75TH AVE N | \$15.00 | | \$5.25 |
| 2019-006748 | 7483 HICKORY LN | \$5,502.60 | | \$1,925.91 |
| 2019-00690 | 23140 OAKDALE DR | \$75.00 | | \$26.25 |
| 2019-00696 | 6316 BLUESTEM RD | \$90.00 | | \$31.50 |
| 2019-00697 | 6230 ELM RIDGE CR | \$267.54 | | \$93.64 |
| 2019-00698 | 10025 ELM LN | \$1,577.81 | | \$552.23 |
| 2019-00702 | 7220 FIR LN | \$15.00 | | \$5.25 |
| 2019-00703 | 6200 SNOWBERRY CT | \$15.00 | | \$5.25 |
| 2020-00041 | 6215 OLDE SETTLERS RD | \$598.54 | | \$209.49 |
| 2020-00170 | 22201 HORSESHOE TR | \$20.00 | | \$7.00 |
| 2020-00178 | 19391 BRIDLE PATH | \$610.94 | | \$213.83 |
| 2019-00181 | 9495 TRAIL HAVEN RD | \$3,993.18 | | \$1,397.61 |
| 2020-00244 | 10234 ELM LN | \$2,509.56 | | \$878.35 |
| 2020-00246 | 10242 ELM LN | \$2,647.56 | | \$926.65 |
| 2020-00421 | 6226 STEEPLE CHASE | \$4,736.41 | | \$1,657.74 |
| 2020-00466 | 10253 ELM LN | \$2,611.56 | | \$914.05 |
| 2021-0-00482 | 7164 FIR LN | \$341.14 | | \$119.40 |

Page Total \$10,784.06

Invoice Total \$28,414.31

METRO WEST INSPECTION SERVICES, INC.

INVOICE

**BOX 248
LORETTO, MN 55357
PH. 763-479-1720
FAX 763-479-3090**

BILLED TO:

**City of Corcoran
8200 County Rd 116
Corcoran, MN 55340**

| Invoice Date | Invoice Number | Payment Terms | | |
|-------------------|-----------------------|---|---------------------|------------|
| February 23, 2021 | CR1701 | Due upon receipt | | |
| Permit # | Permit Address | 35% Eligible Fees, Mechanical, Plumbing, Plan Check | 100 % Eligible Fees | Total Fees |
| 2020-00499 | 6215 SNOWBERRY CT | \$6,299.34 | | \$2,204.77 |
| 2020-00500 | 19346 ANNABELLE LN | \$4,115.99 | | \$1,440.60 |
| 2020-00502 | 19291 102ND PL | \$3,343.90 | | \$1,170.37 |
| 2020-00513 | 6202 STEEPLE CHASE LN | \$5,870.64 | | \$2,054.72 |
| 2020-00516 | 7416 HICKORY LN | \$3,885.66 | | \$1,359.98 |
| 2020-00565 | 19319 BRIDLE PATH | \$874.75 | | \$306.16 |
| 2020-00557 | 10261 ELM LN | \$2,762.56 | | \$966.90 |
| 2020-00542 | 19750 COUNTRY RD | \$90.00 | | \$31.50 |
| 2020-00608 | 19206 72ND AVE N | \$4,111.66 | | \$1,439.08 |
| 2020-00609 | 7625 CO RD 116 | \$722.14 | | \$252.75 |
| 2020-00610 | 7625 CO RD 116 | \$2,665.82 | | \$933.04 |
| 2020-00680 | 20424 LARKIN RD | \$75.00 | | \$26.25 |
| 2019-00705 | 7308 FIR LN | \$15.00 | | \$5.25 |
| 2019-00706 | 19388 75TH AVE N | \$15.00 | | \$5.25 |
| 2019-00707 | 6403 PRAIRIE SAGE LN | \$15.00 | | \$5.25 |
| 2019-00709 | 6504 CARRIAGE WAY | \$318.04 | | \$111.31 |
| 2020-00712 | 19319 BRIDLE PATH | \$100.00 | | \$35.00 |
| 2020-00717 | 23665 PIONEER TR | \$90.00 | | \$31.50 |
| 2020-00918 | 19127 63RD AVE | \$364.24 | | \$127.48 |
| 2020-00734 | 21925 OAKDALE DR | \$2,068.94 | | \$724.13 |
| 2020-00743 | 19308 75TH AVE N | \$433.54 | | \$151.74 |
| 2020-00796 | 19157 99TH PL | \$549.04 | | \$192.16 |
| 2020-00821 | 19319 BRIDLE PATH | \$140.00 | | \$49.00 |
| 2020-00831 | 19128 66TH AVE N | \$100.00 | | \$35.00 |
| 2020-00848 | 23851 MEADOW CREEK DR | \$90.00 | | \$31.50 |
| 2020-00861 | 21840 CO RD 50 | \$75.00 | | \$26.25 |
| 2020-00862 | 22814 STREHLER RD | \$75.00 | | \$26.25 |
| 2020-00866 | 8901 FOXLINE DR | \$75.00 | | \$26.25 |
| 2020-00867 | 2001 HUNTER RIDGE | \$90.00 | | \$31.50 |
| 2020-00871 | 10117 HAGE DR | \$90.00 | | \$31.50 |
| 2020-00872 | 6301 PIONEER TR | \$90.00 | | \$31.50 |
| 2020-00873 | 20909 CO RD 50 | \$90.00 | | \$31.50 |
| 2020-00874 | 20030 ABILENE LA | \$90.00 | | \$31.50 |
| 2020-00903 | 21200 HORSESHOE TR | \$20.00 | | \$7.00 |
| 2020-00907 | 7247 FIR LN | \$15.00 | | \$5.25 |
| 2021-00008 | 6308 HUNTRE RD | \$75.00 | | \$26.25 |
| 2020-00910 | 6605 CO RD 19k | \$433.54 | | \$151.74 |
| 2020-00925 | 19799 JACKIE LN | \$75.00 | | \$26.25 |
| 2020-00939 | 7015 OAK RIDGE RD | \$75.00 | | \$26.25 |
| 2020-00952 | 10024 MEADWO CR | \$20.00 | | \$7.00 |

Page Total \$14,176.68

Invoice Total \$28,414.31

STAFF REPORT

Agenda Item 7c.

| | |
|---|-------------------------------------|
| Council Meeting: March 1, 2021 | Prepared By: Brad Martens |
| Topic: Pay Request #4 – City Hall Remodel | Action Required: Approval |

Summary:

Work continues on the City Hall remodel project. It is requested that the Council approve the attached Pay Request #4 in the amount of \$63,422.30.

Financial/Budget:

The soft costs allocation included funds for potential project cost increases. The below budget is updated reducing soft costs and increasing the construction costs. The project is still anticipated to be on budget at this time.

| Budget Category | Approved Amount | Projected Amount 3/4/2021 |
|-----------------|-----------------|---------------------------|
| Construction | \$396,500 | \$410,904 |
| Technology | \$120,000 | \$88,500 |
| Furniture | \$120,000 | \$151,500 |
| Soft Costs | \$90,000 | \$75,596 |
| Total | \$726,500 | \$726,500 |

Council Action:

Approve Pay Request #4 for the City Hall remodel project.

Attachments:

1. Pay Request #4

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

TO OWNER: City of Corcoran
8200 County Road 116
Corcoran, MN 55340

PROJECT: CORCORAN CITY HALL AND PO
8200 County Road 116
Corcoran MN

APPLICATION NO: 00004
PERIOD TO: 2/28/2021
PROJECT NOS.: 20-001

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: Weber, Inc.
2497 7th Avenue East
North St. Paul, MN 55109

VIA ARCHITECT: Wold Architects & Engineers
332 Minnesota Street
St. Paul, MN 55101

CONTRACT DATE: 8/27/2020

CONTRACT FOR: General Contractor/Construction Manager

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract.
Continuation Sheet, AIA Document G703, is attached.

| | |
|---|--------------|
| 1. ORIGINAL CONTRACT SUM | \$396,500.00 |
| 2. Net change by Change Orders | \$11,783.56 |
| 3. CONTRACT SUM TO DATE (Line 1 ± 2) | \$408,283.56 |
| 4. TOTAL COMPLETED & STORED TO DATE | \$300,609.98 |
| (Column G on G703) | |
| 5. RETAINAGE: | |
| a. 5.000 % of Completed Work | \$15,030.50 |
| (Columns D + E on G703) | |
| b. 5.000 % of Stored Material | \$0.00 |
| (Columns F on G703) | |
| Total Retainage (Line 5a + 5b or Total in Columns I on G703) | \$15,030.50 |
| 6. TOTAL EARNED LESS RETAINAGE | \$285,579.48 |
| (Line 4 less Line 5 Total) | |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT | |
| (Line 6 from prior Certificate) | \$222,157.18 |
| 8. CURRENT PAYMENT DUE | \$63,422.30 |
| 9. BALANCE TO FINISH, INCLUDING RETAINAGE | |
| (Line 3 less Line 6) | \$122,704.08 |

| CHANGE ORDER SUMMARY | ADDITIONS | DEDUCTIONS |
|--|-------------|------------|
| Total changes approved in previous months by Owner | \$11,783.56 | \$0.00 |
| Total approved this Month | \$0.00 | \$0.00 |
| TOTALS | \$11,783.56 | \$0.00 |
| NET CHANGES by Change Order | \$11,783.56 | |

The undersigned Contractor 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 for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Weber, Inc.

By: [Signature] Date: 03-02-2021

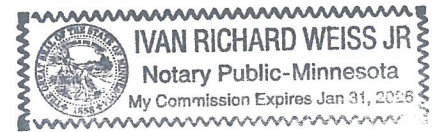
State of: Minnesota

County of: Ramsey

Subscribed and sworn to before
me this 2nd day of March, 2021

Notary Public: [Signature]

My Commission expires: 01-31-2024



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$63,422.30

(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 conform to the amount certified.)

ARCHITECT: Wold Architects & Engineers

By: [Signature] Date: 3/3/2021

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 any rights of the Owner or Contractor under this Contract.



CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 00004
 APPLICATION DATE:
 PERIOD TO: 2/28/2021
 ARCHITECT'S PROJECT NO.: 20-001

| A ITEM NO. | B DESCRIPTION OF WORK | C SCHEDULED VALUE | D E | | F MATERIALS PRESENTLY STORED (NOT IN D OR E) | G | | H BALANCE TO FINISH (C - G) | I RETAINAGE (IF VARIABLE) RATE |
|------------------|--|-------------------------|---|-------------|---|--|--------------|---|---|
| | | | WORK COMPLETED | | | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G ÷ C) | | |
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | | | | |
| 024119 | Selective Demolition | \$16,400.00 | \$8,200.00 | \$8,200.00 | \$0.00 | \$16,400.00 | 100.000 | \$0.00 | \$820.00 |
| 042000-L | Non-Bearing Unit Masonry - Labor | \$4,300.00 | \$3,500.00 | \$0.00 | \$0.00 | \$3,500.00 | 81.395 | \$800.00 | \$175.00 |
| 042000-M | Non-Bearing Unit Masonry - Mate | \$700.00 | \$600.00 | \$0.00 | \$0.00 | \$600.00 | 85.714 | \$100.00 | \$30.00 |
| 055000-L | Metal Fabrications - Labor | \$300.00 | \$300.00 | \$0.00 | \$0.00 | \$300.00 | 100.000 | \$0.00 | \$15.00 |
| 055000-M | Metal Fabrications - Material | \$3,300.00 | \$3,300.00 | \$0.00 | \$0.00 | \$3,300.00 | 100.000 | \$0.00 | \$165.00 |
| 061000-L | Carpentry - Labor | \$10,600.00 | \$5,100.00 | \$2,850.00 | \$0.00 | \$7,950.00 | 75.000 | \$2,650.00 | \$397.50 |
| 073113-L | Asphalt Shingles - Labor | \$1,200.00 | \$1,200.00 | \$0.00 | \$0.00 | \$1,200.00 | 100.000 | \$0.00 | \$60.00 |
| 073113-M | Asphalt Shingles - Material | \$250.00 | \$250.00 | \$0.00 | \$0.00 | \$250.00 | 100.000 | \$0.00 | \$12.50 |
| 079200-L | Sealants - Labor | \$300.00 | \$144.00 | \$81.00 | \$0.00 | \$225.00 | 75.000 | \$75.00 | \$11.25 |
| 079200-M | Sealants - Material | \$100.00 | \$48.00 | \$27.00 | \$0.00 | \$75.00 | 75.000 | \$25.00 | \$3.75 |
| 081000-M | Steel Doors & Frames - Material | \$7,863.00 | \$2,571.99 | \$4,999.98 | \$0.00 | \$7,571.97 | 96.299 | \$291.03 | \$378.60 |
| 081400-M | Wood Doors - Material | \$5,995.00 | \$2,250.93 | \$0.00 | \$0.00 | \$2,250.93 | 37.547 | \$3,744.07 | \$112.55 |
| 087100-M | Finish Hardware - Material | \$28,102.00 | \$10,000.00 | \$0.00 | \$0.00 | \$10,000.00 | 35.585 | \$18,102.00 | \$500.00 |
| 088000-L | Glazing - Labor | \$4,689.00 | \$318.00 | \$0.00 | \$0.00 | \$318.00 | 6.782 | \$4,371.00 | \$15.90 |
| 088000-M | Glazing - Material | \$5,886.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$5,886.00 | \$0.00 |
| 089100-L | Louvers - Labor | \$300.00 | \$300.00 | \$0.00 | \$0.00 | \$300.00 | 100.000 | \$0.00 | \$15.00 |
| 089100-M | Louvers - Material | \$640.00 | \$640.00 | \$0.00 | \$0.00 | \$640.00 | 100.000 | \$0.00 | \$32.00 |
| 092116-L | Gypsum Board - Labor | \$17,850.00 | \$10,710.00 | \$6,426.00 | \$0.00 | \$17,136.00 | 96.000 | \$714.00 | \$856.80 |
| 092116-M | Gypsum Board - Material | \$7,650.00 | \$4,590.00 | \$3,060.00 | \$0.00 | \$7,650.00 | 100.000 | \$0.00 | \$382.50 |
| 093000-L | Tile - Labor | \$5,430.00 | \$4,830.00 | \$0.00 | \$0.00 | \$4,830.00 | 88.950 | \$600.00 | \$241.50 |
| 093000-M | Tile - Material | \$3,570.00 | \$3,570.00 | \$0.00 | \$0.00 | \$3,570.00 | 100.000 | \$0.00 | \$178.50 |
| 095100-L | Acoustical Ceiling - Labor | \$2,100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$2,100.00 | \$0.00 |
| 095100-M | Acoustical Ceiling - Material | \$5,058.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$5,058.00 | \$0.00 |
| 096000-L | Soft Flooring - Labor | \$9,000.00 | \$3,900.00 | \$0.00 | \$0.00 | \$3,900.00 | 43.333 | \$5,100.00 | \$195.00 |
| 096000-M | Soft Flooring - Material | \$34,100.00 | \$34,100.00 | \$0.00 | \$0.00 | \$34,100.00 | 100.000 | \$0.00 | \$1,705.00 |
| 099100-L | Painting - Labor | \$8,370.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$8,370.00 | \$0.00 |
| 099100-M | Painting - Material | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$2,000.00 | \$0.00 |
| 101100-M | Visual Display Boards - Material | \$1,645.00 | \$1,645.00 | \$0.00 | \$0.00 | \$1,645.00 | 100.000 | \$0.00 | \$82.25 |
| 101413-L | Dimensional Characters - Labor | \$225.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$225.00 | \$0.00 |
| 101413-M | Dimensional Characters - Material | \$560.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$560.00 | \$0.00 |
| 102113-M | Solid Plastic Toilet Partitions - Mate | \$4,038.00 | \$4,038.00 | \$0.00 | \$0.00 | \$4,038.00 | 100.000 | \$0.00 | \$201.90 |
| 102813-M | Toilet Accessories - Material | \$1,458.00 | \$0.00 | \$1,458.00 | \$0.00 | \$1,458.00 | 100.000 | \$0.00 | \$72.90 |
| 123000-L | Cabinets & Solid Surfaces-Labor | \$2,160.00 | \$830.00 | \$1,330.00 | \$0.00 | \$2,160.00 | 100.000 | \$0.00 | \$108.00 |
| 123000-M | Cabinets & Solid Surfaces-Material | \$7,863.00 | \$4,181.50 | \$3,681.50 | \$0.00 | \$7,863.00 | 100.000 | \$0.00 | \$393.15 |

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 00004
 APPLICATION DATE:
 PERIOD TO: 2/28/2021
 ARCHITECT'S PROJECT NO.: 20-001

| A ITEM NO. | B DESCRIPTION OF WORK | C SCHEDULED VALUE | D E WORK COMPLETED | | F MATERIALS PRESENTLY STORED (NOT IN D OR E) | G TOTAL COMPLETED AND STORED TO DATE (D+E+F) | | H BALANCE TO FINISH (C - G) | I RETAINAGE (IF VARIABLE) RATE |
|---------------|---------------------------------------|----------------------|-----------------------------------|-------------|---|---|---------|--------------------------------|-----------------------------------|
| | | | FROM PREVIOUS APPLICATION (D + E) | THIS PERIOD | | % | (G ÷ C) | | |
| | | | | | | | | | |
| 220000-L | Plumbing - Labor | \$6,800.00 | \$4,300.00 | \$0.00 | \$0.00 | \$4,300.00 | 63.235 | \$2,500.00 | \$215.00 |
| 220000-M | Plumbing - Material | \$6,900.00 | \$4,200.00 | \$2,700.00 | \$0.00 | \$6,900.00 | 100.000 | \$0.00 | \$345.00 |
| 230000-C | Controls | \$1,400.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$1,400.00 | \$0.00 |
| 230000-L | HVAC - Labor | \$18,700.00 | \$11,400.00 | \$3,600.00 | \$0.00 | \$15,000.00 | 80.214 | \$3,700.00 | \$750.00 |
| 230000-M | HVAC - Material | \$17,200.00 | \$13,100.00 | \$4,100.00 | \$0.00 | \$17,200.00 | 100.000 | \$0.00 | \$860.00 |
| 230000-T | Test & Balance | \$4,800.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0 | \$4,800.00 | \$0.00 |
| 260000-L | Electrical - Labor | \$25,000.00 | \$12,500.00 | \$6,250.00 | \$0.00 | \$18,750.00 | 75.000 | \$6,250.00 | \$937.50 |
| 260000-M | Electrical - Material | \$43,500.00 | \$24,750.00 | \$7,875.00 | \$0.00 | \$32,625.00 | 75.000 | \$10,875.00 | \$1,631.25 |
| 270000-L | Communications - Labor | \$2,000.00 | \$800.00 | \$700.00 | \$0.00 | \$1,500.00 | 75.000 | \$500.00 | \$75.00 |
| 270000-M | Communications | \$3,000.00 | \$1,200.00 | \$1,050.00 | \$0.00 | \$2,250.00 | 75.000 | \$750.00 | \$112.50 |
| 280000-L | Electrical Safety & Security - Labor | \$2,000.00 | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | 50.000 | \$1,000.00 | \$50.00 |
| 280000-M | Electrical Safety & Security - Materi | \$2,000.00 | \$1,000.00 | \$0.00 | \$0.00 | \$1,000.00 | 50.000 | \$1,000.00 | \$50.00 |
| 350000 | General Conditions | \$28,534.00 | \$16,264.38 | \$4,565.44 | \$0.00 | \$20,829.82 | 73.000 | \$7,704.18 | \$1,041.49 |
| 350001 | Bond Costs | \$4,400.00 | \$4,400.00 | \$0.00 | \$0.00 | \$4,400.00 | 100.000 | \$0.00 | \$220.00 |
| 350002 | Insurance Costs | \$2,474.00 | \$2,474.00 | \$0.00 | \$0.00 | \$2,474.00 | 100.000 | \$0.00 | \$123.70 |
| 350003 | Contractors Fee | \$23,790.00 | \$13,560.30 | \$3,806.40 | \$0.00 | \$17,366.70 | 73.000 | \$6,423.30 | \$868.34 |
| C00001 | CHANGE ORDER NO. 001 | \$9,095.03 | \$9,095.03 | \$0.00 | \$0.00 | \$9,095.03 | 100.000 | \$0.00 | \$454.75 |
| C00002 | CHANGE ORDER NO. 002 | \$2,688.53 | \$2,688.53 | \$0.00 | \$0.00 | \$2,688.53 | 100.000 | \$0.00 | \$134.43 |
| | | \$408,283.56 | \$233,849.66 | \$66,760.32 | \$0.00 | \$300,609.98 | 73.63% | \$107,673.58 | \$15,030.50 |





TO: Corcoran City Council

FROM: Kendra Lindahl, Landform

DATE: March 5, 2021 for the March 11, 2021 City Council Meeting

RE: Code Enforcement for Westside Tire at 19925 75th Avenue North, 19950 75th Avenue North and 19905 75th Avenue North

REVIEW DEADLINE: N/A

1. Description of Request

The Council has asked for this item to be placed on the agenda to discuss steps to address the outstanding code enforcement issues at Westside Tire at 19925 75th Avenue and the “vacant” lot at 19950 75th Avenue.

2. Background

The November 14, 2019 staff report is attached and provides a history of the site approvals and code enforcement actions. At the November 14th meeting, the City Council approved a motion which required that land use applications be submitted to the City by December 31, 2019 to solve the existing code enforcement issues. It is staff’s understanding that property at 19905 75th Avenue is no longer being used for off-site parking for Westside Tire staff and, therefore, that issue has been resolved.

The Council approved a subsequent request from the owner, asking that the requirement be delayed until January 31, 2020. The owner of Westside Tire met with city staff and the mayor on January 15, 2020 to request an extension until April 30, 2020. The Council reviewed the request on January 23, 2020 and granted that request.

On August 10, 2020, City Administrator Martens send an email to Mr. Leuer noting that the City has put code enforcement on hold due to the pandemic but was now lifting that hold. He requested that the applicant proceed with their plans to address the code enforcement violations. The applicant did not submit the plans and applications to resolve the issues.

3. Current Status and Possible Next Steps

Mayor McKee met with Shawn Leuer on February 8, 2021 to discuss the status of the project. It is staff’s understanding that Mr. Leuer has indicated that he contracted with an engineer and after evaluation determined that the previous action plan approved by the City Council is no longer viable.

It is staff’s understanding that the new proposal is to request that the ordinance be amended to allow parking and outside storage as a principal use so that property at 19950 75th Avenue can be used for parking and storage. The outside storage that is currently happening at Westside Tire would be



eliminated. This would remove all outside storage, open up guest parking on the Westside Tire site and resolve the code enforcement violation.

The mayor notes that in his conversations with Mr. Leuer, he has also requested that some of the new parking area be allowed to be gravel for loading and unloading of heavy equipment, so they don't have to use the public street because they don't want to damage the new parking lot. The business should not be using the public street for loading and unloading as that causes a public safety issue on the public street and could also conceivably cause damage to the public street. Additionally, staff notes that there are a number of businesses in this district with heavy equipment and paved parking lots, so additional information should be provided to show how this site is unique and requires some modification from the paving standards.

If the Council supports this concept, the next steps for the applicant would be to submit a formal application. The application would require the following:

Step 1: Zoning Ordinance Text Amendment to allow parking and outside storage as a principal use in the Light Industrial (I-1) district. Typically, the applicant would provide a clear, complete written request for the requested changes. This would likely be added as an interim use permit or conditional use permit rather than a permitted use in the district. This is typically a 3-4 month process (one council work session, public hearing at the Planning Commission and City Council action). This requires a \$700 application fee and a \$2,000 escrow deposit, but staff estimates that staff time may exceed the escrow deposit. The applicant would be responsible for actual staff costs.

Step 2: After approval of the zoning ordinance amendment, apply for approval of 1) a site plan and 2) an interim use permit or conditional use permit (depending on the zoning ordinance amendment language) for the parcel at 19950 75th Avenue to allow parking and outside storage. This is a two month process after a complete application is received (public hearing at the Planning Commission and City Council action). This requires a \$1,090 application fee plus a \$3,500 escrow

Staff estimates the total cost of this process to be \$8,000 – \$10,000.

The questions for the Council to consider:

- a. Does the Council support outside storage and parking as principal use in this area and in the Light Industrial (I-1) zoning district across the City?
 - i. If so, the Council should consider the standards that would be allowed in this downtown area. Staff recommends that the I-1 standards for paved parking lots, landscaping, screening of outside storage and parking areas be maintained. If the Council believes a lower standard, such as gravel parking lots or unscreened outside storage is appropriate, they should provide direction.
 - ii. If the Council wishes to proceed, you could limit the use to parcels adjacent to each other under the same ownership.



- b. If the ordinance amendment is being considered in order to resolve the code violations on Westside Tire, the Council should consider tying that clean up to any approvals and providing a clear timeline for compliance.
- c. The Council should provide direction about the parking at Westside Tire. The original approvals showed 30+ parking stalls on that site, which would be adequate for guest parking and likely some employee parking. If the project proceeds, the Council should consider limiting the parking on the south lot to employee parking only.
- d. It is staff's understanding that there was a question about who should pay for the zoning ordinance text amendment. In the past, these costs have been borne by the applicant because they are the ones requesting and benefitting from the change. If the Council funds this ordinance amendment as requested by Westside Tire, they should consider how they would respond to future applicants who would be requesting a change. Staff is concerned that this would set a precedent and it could result in others asking for the Council to fund these types of change. However, if the City supports the idea of funding the Zoning Ordinance Amendment, they should direct staff to initiate that work.

4. Action

The City Council should provide direction on next steps.

Attachments

1. Site Location Map
2. November 14, 2019 City Council Packet



Hennepin County Property Map

Date: 3/5/2021



PARCEL ID: 2611923110039

OWNER NAME: L G Leuer & D A Leuer Trstes

PARCEL ADDRESS: 19925 75th Ave N, Corcoran MN 55340

PARCEL AREA: 1.72 acres, 75,119 sq ft

A-T-B: Abstract

SALE PRICE: \$1,500,000

SALE DATA: 06/2016

SALE CODE: Excluded From Ratio Studies

ASSESSED 2019, PAYABLE 2020

PROPERTY TYPE: Commercial-Preferred

HOMESTEAD: Non-Homestead

MARKET VALUE: \$874,000

TAX TOTAL: \$32,566.16

ASSESSED 2020, PAYABLE 2021

PROPERTY TYPE: Commercial

HOMESTEAD: Non-homestead

MARKET VALUE: \$874,000

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
www.landform.net

TO: Corcoran City Council

FROM: Kendra Lindahl, Landform

DATE: November 7, 2019 for the November 14, 2019 City Council Meeting

RE: Code Enforcement for Westside Tire at 19925 75th Avenue North, 19950 75th Avenue North and 19905 75th Avenue North

REVIEW DEADLINE: N/A

1. Description of Request

The applicants have requested that the City Zoning Ordinance be amended to allow gravel parking lots and outside storage as a principal use in the I-1 (Light Industrial) district to allow continued operation at 19950 75th Avenue across from Westside Tire. They also request that they be allowed outside storage in the rear yard at 19925 75th Avenue North (Westside Tire). The letter does not address the code violations at 19905 75th Avenue (Corcoran Bottle Shop).

2. Background

Westside Tire and Corcoran Bottle Shop are both zoned C-1 (Neighborhood Commercial). The parcel at 19950 75th Avenue is zoned I-1 (Light Industrial).

On April 14, 1988, the City Council approved a CUP and site plan to construct the 8,000 sq. ft. principal structure with no outside storage (Resolution 1988-28).

On January 11, 1990, the City Council approved a site plan and variance to allow a 12,600 sq. ft. warehouse addition. The variance was approved to allow more than 25% lot coverage (Resolution 1990-3).

On October 8, 1992, the City Council approved a site plan and variance to allow a 1,000 sq. ft. office addition. The variance was approved to allow more than 25% lot coverage (Resolution 1992-133).

The City history of code enforcement proceedings is as follows:

- July 1, 2003 – the Code enforcement officer met with business owner to discuss outside storage and the unapproved property use violations and discuss possible solutions.
- October 30, 2003 – the City administrator, planner and code enforcement official met with the business owner to go over remaining violations and develop a plan to remedy. Noted that some progress had been made since the July meeting.
- November 17, 2003 – letter sent from City planner to business owner outlining violations and elaborating on potential solutions.
- April 15, 2004 – follow-up letter sent from City administrator acknowledging some clean-up had taken place and the violations still to be addressed.



- May 27, 2004 – Matter sent to Council for discussion of a potential CUP amendment or IUP to allow parking and outside storage and waive blacktop requirements. Council directed staff to work with the applicant to prepare an IUP or CUP amendment for public hearing at the planning commission. At that meeting, the Council indicated some support for an interim use permit to allow screen storage on the south lot until sewer and water is provided. The landowner never followed up with a formal application.
- June 16, 2004 – letter sent from City administrator to business owner detailing the necessary applications for submittal to begin the process directed by Council.

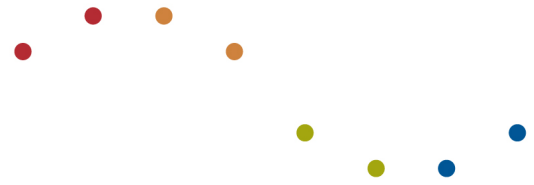
- May 28, 2019 – City administrator and mayor met with business owner to notify of the impending code enforcement inspection.
- July 24, 2019 – code enforcement inspection takes place and photos are taken of violations.
- August 5, 2019 – letter explaining violations and possible solutions sent to business owner with a requested response by August 19.
- August 15, 2019 – extension granted to September 30 for business owner response.
 - To correct the violations at 19925 75th Avenue, staff suggested the outside storage be eliminated to bring the site into compliance with the 1988 approvals or the applicant propose a building addition for indoor storage of these materials.
 - To correct the parking violations at 19905 75th Avenue, staff suggested the applicant apply for an IUP for a joint parking facility.
 - To correct the parking and storage violations on 19950 75th Avenue, staff recommended removal of all materials. Alternatively, they could ask the Council to consider outside storage as a principal use.
- September 30, 2019 – landowner submitted a letter asking the City to initiate a code amendment to allow him to continue to operate as he is currently operating at 19950 75th Avenue and a code amendment to allow outside storage at 19925 75th Avenue. It appears that the applicant is requesting that the City (rather than the landowner) initiate these changes.
- The mayor met again with the landowner the week of October 14, 2019 and the week of November 4, 2019 to try resolve the code violations and develop a plan of action.



*Figure 1 – 19925 75th Avenue
Hennepin County Aerial*



Figure 2 - 19950 75th Avenue



3. Analysis

When the project was approved in 1988, outside storage was not permitted except in limited areas when screened. The regulations have not changed substantially since that time.

Staff is not aware of any time since 1988 when outside storage was allowed as a permitted principal use in any zoning district. Outside storage is not permitted as a principal use in any of the current zoning districts and in areas where it is allowed as an accessory use, it must be on a blacktop area and screened.

As noted in the background section, staff has tried to work with the landowner to resolve the violations, including a number of meetings with the landowner.

The September 30th request by the applicant seems to be:

- a. To allow them to increase the outside storage at 19925 75th Avenue with screened outside storage in the rear yard,
- b. To be allowed to continue to share parking with 19905 75th Avenue without the IUP for joint parking required by the City Code and
- c. An ordinance amendment to allow gravel parking and outside storage as a permitted use in the I-1 district. It is not clear from the letter if they are proposing that the gravel parking lot and storage would be screened in whole or in part.

It is staff's understanding that Westside Tire has two businesses: 1. retail sales and service and 2. wholesale/warehouse. Automobile Retail (tires, batteries, etc. No body work or repair) is a conditional use in the C-1 district. The existing business would be considered a legal non-confirming use if it complied with the 1988 approval for a "retail/shop and warehouse building *with no outside storage*". It would be legal, non-confirming because auto repair and warehousing is no longer an allowed use in the C-1 district, although both are allowed in the I-1 district.

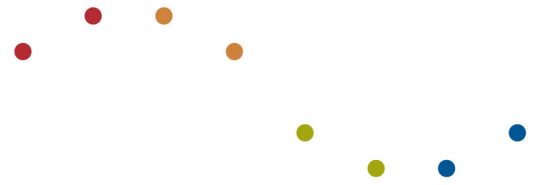
Additionally, outside storage is allowed in the I-1 district if it is accessory to an allowed use and:

- a. Storage area is blacktop or concrete surfaced unless specifically approved by the City Council.
- b. The storage area does not take up parking space or loading space as required for conformity to this Chapter.
- c. The storage area is screened from public streets and surrounding properties.

Rezoning the property at 19925 75th Avenue to I-1 would allow the applicant to request screened outside storage in the rear yard, subject to those standards. As part of the rezoning request, the applicant would also need to submit a Comprehensive Plan Amendment and site plan/conditional use permit amendment. Since the property to west is guided I-1, this would simply move the boundary between the industrial and commercial district east.

The applicant requested to be allowed outside storage in the C-1 district.

- Staff would not recommend outside storage in the C-1 district as it would apply to all properties in that district and it is not appropriate in that district, where the purpose statement includes this sentence "Businesses requiring exterior storage for processing retail sales or wholesale activities are not permitted in this district."
- Staff would support screened outside storage at 19925 75th Avenue if it were rezoned to I-1.



If the outside storage was permitted in the rear yard at 19925 75th Avenue, the trailers that are parked in front of the overhead doors for storage could be removed and the front yard would be cleared of illegal storage, which would make the 27 stalls originally approved for this business available for business use once again. With the addition of an Interim Use Permit to allow joint parking on the liquor store site, it is unclear why the parcel at 19950 75th Avenue would need to be used for either parking or storage.

Parking as a principal use is only allowed in the Downtown Mixed Use district where a public parking ramp could be allowed. Parking lots or ramps generally are only allowed in cities when there is a demonstrated need for public parking rather than a lot simply to serve a single business. When parking is allowed as a principal use it is treated like a principal use that has to meet standards with paved, striped, curbed lots and landscaping to make it appear as part of a healthy business district. The Code does not allow parking as a principal use in the I-1 district, but if the Council wished to change the ordinance, staff recommends that such parking lots be paved and landscaped like any new accessory parking lot in the I-1 district.

The City Council initiated a significant code enforcement effort earlier this year. The site has a number of violations that could be corrected by the applicant to bring the site into compliance or the Council could change the ordinance to allow this type of use.

- Does the Council want to allow the continuation of the existing code violations in the downtown area?
- Does the Council want to permit outside storage on gravel and gravel parking lots in the downtown?

Summary

Staff believes that, with the applicant's stated willingness to move outside storage to the rear yard of 19925 75th Avenue, the best path to resolve the code violations is for the applicant to submit the following applications:

1. A comprehensive plan amendment from Commercial to Industrial for 19925 75th Avenue
2. A rezoning from C-1 to I-1 for 19925 Avenue
3. A site plan/conditional use permit amendment to allow outside storage in the rear yard at 19925 75th Avenue
4. A variance to allow screened outside storage on a gravel on 19925 75th Avenue and perhaps a side yard drive aisle variance and an impervious surface area variance.
5. No storage or parking of vehicles on 19950 75th Avenue, EXCEPT that temporary staging for oversized vehicles could be permitted.

Upon approval of those items, there would be adequate parking and storage on that site and all parking and storage could cease on 19950 75th Avenue. This would correct the code violations.

If additional parking is needed, the applicant should apply for an IUP to allow joint parking with Corcoran Bottle Shop with an after-the-fact approval for the trail that was built between 19925 and 19905 without City approval or the required cross access agreement.



The cost to the applicant would be \$2,500-3,000 +/- in application fees plus \$4,000 +/- in escrow deposit to process the zoning applications. It would be 2-4 months for approval through the City and Metropolitan Council and then the sites could be brought into compliance.

4. Recommendation

The Council has three options:

- a. Direct staff to continue with enforcement.
- b. Applicant Request. Direct staff to initiate the process to amend the ordinance to allow outside storage in the C-1 district, to allow gravel parking lots in I-1 and allow outside storage as a principle use in I-1. The Council should be clear about who pays the cost of this request.
- c. Staff Recommendation. Direct the Mayor and staff to continue to work with the applicant to craft a compliance plan and submit the application materials by December 31, 2019.

Attachments

1. Letter from Property Owner dated September 30, 2019
2. Letter from City dated August 5, 2019
3. 2019 site photos
4. Resolution 1988-28
5. Resolution 1990-3
6. Resolution 1992-133
7. Approved site plan

Westside Tire requests an ordinance amendment to the current City Code to allow outside storage as a principal use in the Light Industrial (I-1) district for 19950 75th Ave N. Westside requests outside storage with screened fencing on the back part of 19950 75th Ave N to contain the outside storage without putting up a structure.

The request is made since the Leuer's own 19950 75th Ave N and 19925 75th Ave N, and if the properties were connected there would not be an additional structure needed for screened fencing. Since 75th Ave runs between the properties, Westside is requesting an amendment to the current City Code.

Westside Tire requests an ordinance amendment to the current City Code allowing parking on the front part of 19950 75th Ave. N. Westside Tire request the parking remain gravel to allow for unloading and loading of equipment before working on customers trailers. The gravel parking lot allows contractor to unload and load without damaging the asphalt or concrete. Gravel allows water from rainfall and melting snow to permeate back into the ground.

Westside Tire and The Corcoran Bottle shop have an agreement allowing Westside Tire to park on the Corcoran Bottle shop's parking lot. There is no conflict with Westside Tire's use of the Corcoran Bottle Shops parking and The Corcoran Bottle Shop's customers parking use. This is a private agreement between Westside Tire and The Corcoran Bottle Shop.

Thank you for your help in these matters.



CITY OF CORCORAN

A Hidden Gem Waiting To Be Discovered

www.ci.corcoran.mn.us

August 5, 2019

Shawn Leuer
Westside Wholesale Tire
19925 75th Avenue North
Corcoran, MN 55340

RE: Outside Storage and Parking at Westside Tire

Dear Mr. Leuer,

The City of Corcoran appreciates your business and the ingenuity of your business plan, but we must work to ensure that all businesses and homes comply with the city regulations and approvals. We inspected the site on July 24th and found that the current business operation does not comply with the approved site plan. The business has expanded onto three separate parcels and we have identified several compliance issues. We have separated the issues by site:

1. 19925 75th Avenue North (Westside Tire) is not in compliance with the site plan and conditional use permit approved on April 14, 1988. Specifically:
 - a. Open storage of tires, fuel tanks, truck trailers and other items is not allowed.
 - b. The site was approved for 29 parking spaces which are currently not provided on the site.
 - c. The sidewalk connection with the adjacent eastern property was installed without site plan approval.
2. 19905 75th Avenue North (Corcoran Bottle Shop)
 - a. The City Code requires parking to be provided on the site of business. Customer and employee parking for Westside Tire is not allowed on the Corcoran Bottle Shop lot.
3. 19950 75th Avenue North
 - a. There is no record of City approval for use of this site as parking and outside storage for Westside Tire. Open storage of vehicles, tires and other automobile related items is not allowed.

There are several items to address to bring your business back into compliance with the approvals granted by the Corcoran City Council. Compliance can be achieved by utilizing the following options:

19925 75th Avenue North (Westside Tire)

Administrative Offices
8200 County Road 116
Corcoran, MN 55340
Phone: 763-420-2288

Police Department Offices
8200 County Road 116
Corcoran, MN 55340
Phone: 763-420-8966

Public Works Offices
9100 County Road 19
Corcoran, MN 55357
Phone: 763-420-2652



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The site plan and conditional use permit that was approved in 1988 identified 29 on-site parking spaces and did not grant approval for any outside storage. Since that time, storage of tires and related materials have come to be stored outside in the required parking areas and a sidewalk connection to the Corcoran Bottle Shop was constructed. In order to bring the site into compliance there are a couple options to move forward:

1. The site could be restored to its original approved layout from the 1988 City Council approval. This would require removal of the open storage of tires and the sidewalk connection and restoring the 29 parking spaces originally approved.
2. A building addition could be constructed on the Westside Tire property that could be used for the inside storage of tires. There is nothing in either the building code or fire code that prohibits storage of these materials inside, but there are standards for buildings where high-pile combustible storage of materials, such as tires, will occur. A site plan amendment and conditional use permit amendment would be required for a building addition. You would still need to show compliance with the minimum parking requirements.

19905 75th Avenue North (Corcoran Bottle Shop)

The Corcoran Bottle Shop is a separate parcel and the parking spaces located on the property cannot be used for Westside Tire customer or employee parking without City approval. The process to permit the use of the Corcoran Bottle Shop parking spaces for Westside Tire is as follows:

- Apply for an interim use permit for a joint parking facility. This requires written proof that there is no conflict in the hours of operation for the two facilities and a legally binding document signed by all concerned parties for the joint use of the properties that can be recorded with Hennepin County. The interim use permit requires a public hearing at the Planning Commission and City Council approval.

19950 75th Avenue North

This property is currently being used for outside storage of vehicles, tires and other automobile parts. There is no record of approval for the current use of the property. Outside storage is not allowed as principal use for a property in any zoning district. The outside storage must be removed from the property. The only option for continued use of the property is:

1. You could request an ordinance amendment to amend the current City Code to allow outside storage as a principal use in the Light Industrial (I-1) district. While this is an option, you may wish to request informal feedback from the Council prior to submitting an application.

We look forward to working with you to resolve the code issues and allow continued success of your business in Corcoran. Please provide a written plan of action on how you will address the items in this letter by August 19, 2019.



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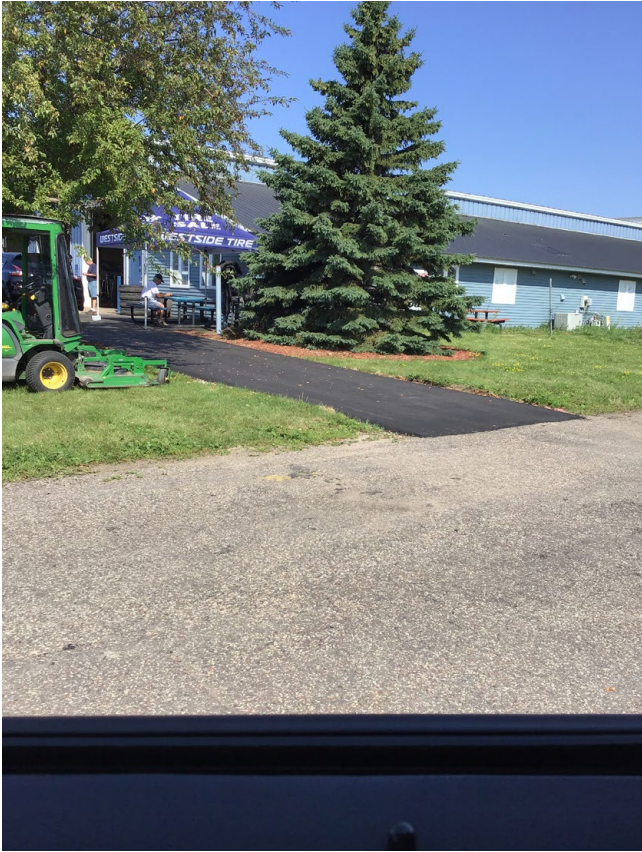
Please contact me at 763.400.7033 with any questions regarding your plan for compliance and/or to set up a time to meet with City staff. We look forward to working with you to resolve this issue in a timely manner.

Sincerely,

A handwritten signature in black ink that reads "Mike Pritchard".

Mike Pritchard
Code Compliance Official

Copy: Brad Martens, City Administrator





RESOLUTION NO. 1988 - 28

A RESOLUTION PROVIDING FOR THE ISSUANCE OF A CONDITIONAL USE PERMIT TO WESTSIDE WHOLESALE TIRE AND SITE PLAN APPROVAL TO FACILITATE THE DEVELOPMENT AND USE OF LOT 1, BLOCK 3, COUNTRYSIDE PLAZA 2ND ADDITION.

WHEREAS, Loren Leuer has made application for site plan approval to facilitate the construction of a 8,012 sq.ft. Tire retail/shop and warehouse building with no outside storage at 19925 75th Ave. North; and

WHEREAS, The C-1 Limited Business District provides for "Motor fuel station, auto repair-minor, and tire and battery stores and services" as Conditional Uses within this district pursuant to the provisions of Section 10.10, Para. (d-3); and

WHEREAS, On April 7, 1988, the Planning Commission conducted a public hearing on this application and has moved to recommend approval.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, HENNEPIN COUNTY.

That Site Plan Approval and the issuance of a Conditional Use Permit for the development and use of Lot 1, Block 3, Countryside Plaza 2nd Addition for a Retail Tire Sales and Warehouse be and is herby approved subject to the following conditions:

1. That a Conditional Use Permit, as approved by the City Attorney, is executed and recorded with Hennepin County.
2. That outside storage is restricted to screened areas as illustrated on the final site plan.
3. That any future changes to the site be reviewed by the City staff to determine the necessity of processing a revised site plan.

Moved by member COOK, seconded by member GMACH.

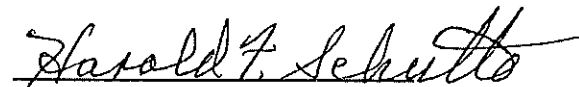
The following voted in favor of said resolution: GMACH, COOK, SCHUTTE & WITTMER

The following voted against the same:

The following member abstained: RUPPERT

Whereupon said resolution was declared carried.

Dated this 14th day of April, 1988.


Mayor

ATTEST:


Clerk/Administrator

A RESOLUTION PROVIDING FOR SITE PLAN APPROVAL WITH LOT COVERAGE VARIANCE TO FACILITATE THE CONSTRUCTION OF A 12,600 SQ.FT. WAREHOUSE ADDITION TO WESTSIDEWHOLESALE TIRE, INC., LOCATED AT 19925 75TH AVE. NORTH. PID # 26-119-23-11-0009

WHEREAS, Loren Leuer has made application for site plan approval with variance to facilitate the construction of a 12,600 sq.ft. addition to the existing 8500 sq.ft. building for Westside Wholesale Tire, Inc., located at Lot 1, Block 3, Countryside Plaza Second Addition; and

WHEREAS, On January 4, 1990, the Planning Commission conducted a public hearing on this application and moved to recommend approval with conditions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concoran that the Loren Leuer Application for Site Plan Approval with variance to exceed the maximum lot coverage of 25%, to facilitate a 12,600 sq.ft. warehouse addition on Lot 1, Block 3, Countryside Plaza Second Addition, be and is hereby approved with the following conditions:

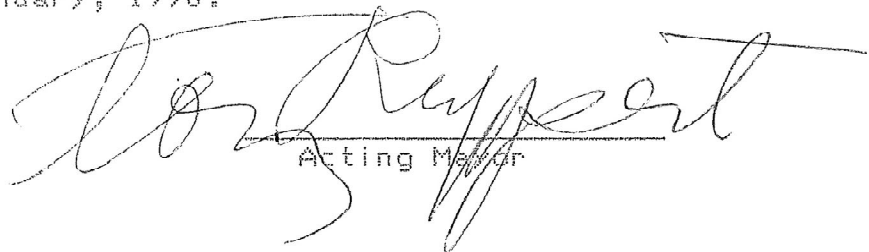
1. That the landscape improvements are completed within 6 months of the issuance of the building permit and a financial guarantee in the amount of 1.25 times the estimated landscape improvements is posted with the City.
2. That the Conditional Use Permit is revised to reflect the revised site plan and use of the 12,600 sq.ft. addition for warehouse purposes.

Moved by member Gmach, seconded by member Wittmer.

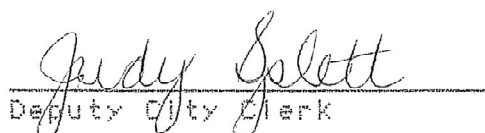
The following voted in favor of said resolution: Becker, Gmach, Ruppert, Wittmer.

The following voted against the same: None.

Whereupon said Resolution was declared carried.
Dated this 11th day of January, 1990.


Acting Mayor

ATTEST:


Deputy City Clerk

A RESOLUTION GRANTING SITE PLAN APPROVAL AND GRANTING A VARIANCE IN MAXIMUM LOT COVERAGE TO ALLOW A 1,000 SQ.FT. OFFICE ADDITION TO WESTSIDE WHOLESALE TIRE, LOCATED AT 19925 75TH AVE., PID #26-119-23 11 0039

WHEREAS, Loren Leuer has made application for site plan approval and a variance in maximum lot coverage to allow a 1,000 sq.ft. office addition to Westside Wholesale Tire Sales; and

WHEREAS, on April 7, 1988, the Planning Commission conducted a public hearing to consider the issuance of a Conditional Use Permit to Westside Wholesale Tire and site plan approval to facilitate the development and use of Lot 1, Block 3, Countryside Plaza 2nd Addition and moved to recommend approval with conditions; and

WHEREAS, on April 14, 1988 the City Council moved to accept the Planning Commission recommendation to grant issuance of a Conditional Use Permit and site plan approval with conditions; and

WHEREAS, on January 11, 1990 the City Council accepted the Planning Commission recommendation and adopted Resolution 1990-03, A RESOLUTION PROVIDING SITE PLAN APPROVAL WITH LOT COVERAGE VARIANCE TO FACILITATE THE CONSTRUCTION OF A 12,600 SQ.FT. WAREHOUSE ADDITION TO WESTSIDE WHOLESALE TIRE; and

WHEREAS, on October 1, 1992, the Planning Commission conducted a public hearing on this application and moved to recommend approval.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Corcoran that site plan approval with a variance in maximum lot coverage to allow a 1,000 sq.ft. addition to Westside Wholesale Tire, located at 19925 75th Ave. N., and legally described as Lot 1, Block 3, Countryside Plaza 2nd Addition, be and is hereby approved with the following condition:

1. Form regarding hazardous waste be submitted to the City.

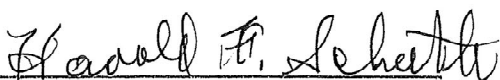
Moved by member Becker, seconded by member Kluck.

The following voted in favor of said resolution: Mayor Schutte, Council Members Becker, Kluck, Ruppert, Schleif.

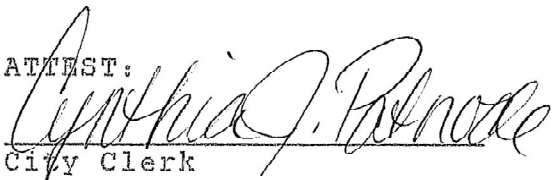
The following voted against the same: None.

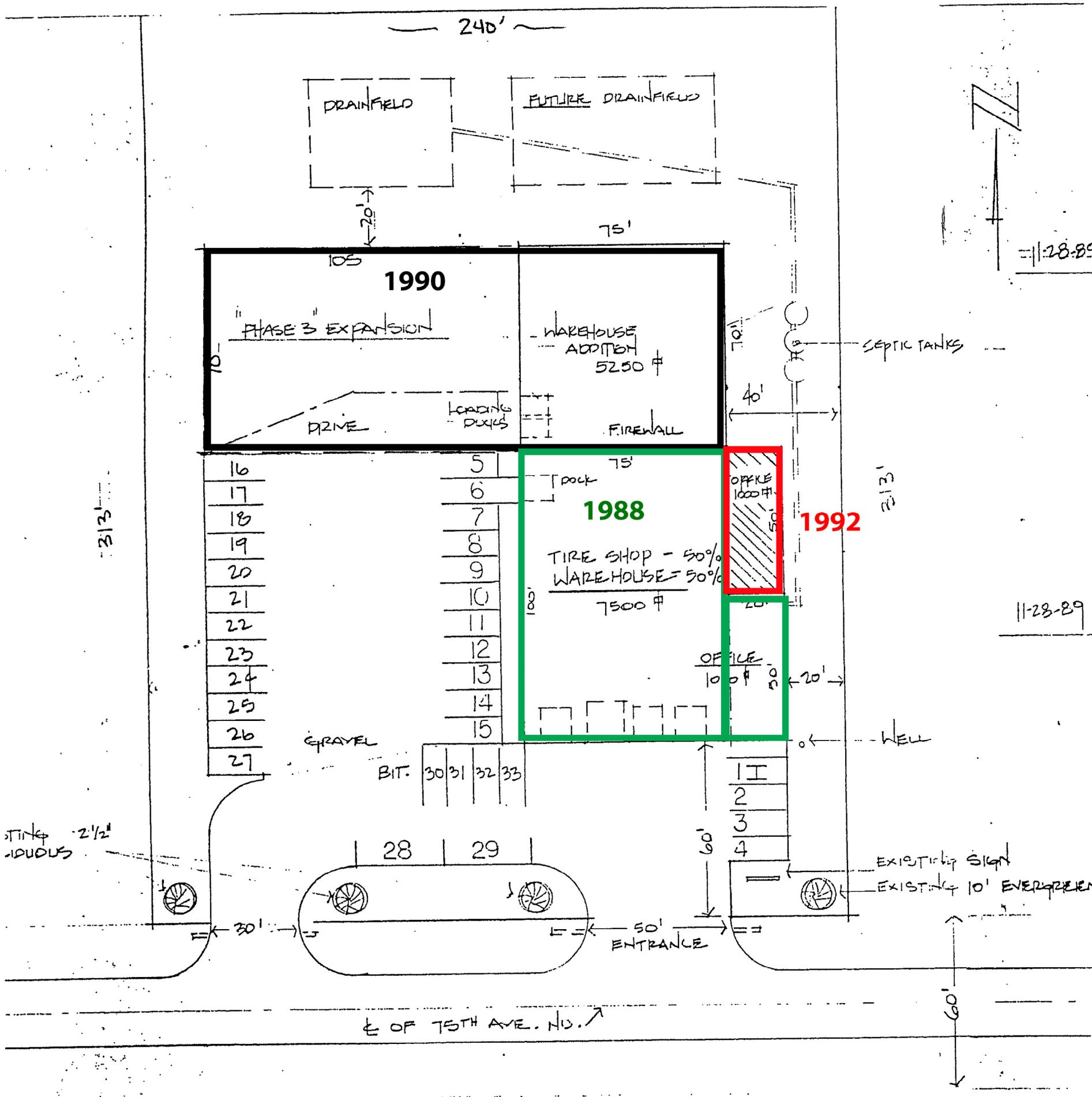
Whereupon said Resolution was declared carried.

Dated this 8th day of October, 1992.


Mayor

ATTEST:


City Clerk



BUILDING

240' x 313' = 75120 # (LOT SQ. FT.)

x 25%

18,780 # (BLDG. SQ. FT. ALLOWED)

12600 # (5250 # WAREHOUSE + PHASE 3 EXPANSION)

7500 # EXISTING

1000 # EXISTING

21100 # = 28.09% OF "LOT COVERAGE"

1000 # OFFICE = 1.33% OF 'LOT COVERAGE

29.42% TOTAL LOT COVERAGE

PARKING

5250 # WAREHOUSE + PHASE 3 EXPANSION - 12600 # ÷ 2000 = 6.3

EXISTING OFFICE 1000 # ÷ 250 = 4.0

" TIRE SHOP 4 SPACES PER STALL = 16.0

" WAREHOUSE 3750 # ÷ 2000 = 1.875

TOTAL PARKING REQR. --- 29 SPACES

OFFICE = 1000 # ÷ 250 = 4.0

TOTAL SPACES REQUIRED 33 SPACES

SITE PLAN

WESTSIDE WHOLESALE TIRE
CORCORAN, MN.

| | | | |
|----------|---|-------|---|
| To: | Kevin Mattson, City of Corcoran | From: | Kent Torve, PE, City Engineer Nick Wyers, PE |
| Project: | B002294-17-031 | Date: | March 4, 2021 |
| Subject: | 66 th Avenue/Gleason Parkway Corridor Improvements – Authorization to Bid | | |

Council Action Requested

- Motion to accept plans and specifications and authorize bidding for the 66th Avenue/Gleason Parkway Corridor Improvements.

Background

- The Ravinia development is fully platted to the western property line triggering the need for improvements to 66th Avenue N. to handle increased traffic to County Road 116. These improvements to 66th Avenue N. along with the timing for the Tavera development on the west side, trigger the need for turn lanes at County Road 116. The County directs the design requirements through the access permit process and has approved the design.
- The Tavera development requires a trunk sewer extension from the west edge of Ravinia to the west side of County Road 116.

Improvements

- Improvements to County Road 116 include a “full intersection’ consisting of south bound left and right turn lanes and north bound left and right turn lanes. Improvements to 66th Avenue N. include connecting to Gleason Parkway at the Ravinia west property line, improving the gravel surface to bituminous road, stormwater management, and trail construction. The sanitary sewer improvements include the trunk sanitary sewer as noted previously.
- Easement negotiations are underway as required for both projects.
- Permits in the process of being acquired for this project are as follows:
 - MPCA Sewer Extension Permit
 - Hennepin County Access Permit
 - Hennepin County ROW/Utility Permit
 - United States Army Corp of Engineers – Joint Permit Application
 - MN DNR Public Waters Permit
 - Watershed District Permit
- The bid plan set is available for review at City Hall or upon request.

Reference: 66th Avenue/Gleason Parkway Corridor Improvements – Authorization to Bid

Schedule

The following is an anticipated schedule:

- Council Authorizes Bids March 11
- Project Bidding Period March / April
- Bid Opening April 13
- Council Awards Bid (contingent) April 22
- Project Construction June -October
- Substantial Completion November 1
- Final Completion June 30 (2022)

Cost and Funding

This project will be funded through escrows provided as shown:

| | <u>66th Ave N.</u> | <u>Turn Lanes</u> | <u>Trunk Sewer</u> | <u>Total</u> |
|---------|-------------------------------|-------------------|--------------------|----------------|
| Ravinia | 100% | 50% | 0% | \$2.1 M |
| Tavera* | 0% | 50% | 100% | <u>\$1.4 M</u> |
| | | | Total Project | \$3.5 M |

*Anticipated funding agreement as part of the Tavera Development Contract

Recommendations

Staff is recommending that Council take action accepting the plans and specifications and authorize bidding for the 66th Avenue/Gleason Parkway Corridor Improvements.

Stantec Consulting Services Inc.



Kent Torve, PE
City Engineer

Phone: 763-479-4209
ktorve@wenck.com

Attachments:

- Cost Estimate
- 66th Avenue/Gleason Parkway Corridor Improvements

66TH AVENUE/GLEASON PARKWAY CORRIDOR IMPROVEMENTS

| Bid Item | Description | Units | Turn Lane Quantity | Gleason Quantity | Sewer Quantity | Total Quantity | Unit Price | Turn Lane Subtotal | Gleason Subtotal | Sewer Subtotal | Subtotal |
|-----------------------|--|----------|--------------------|------------------|----------------|----------------|---------------|--------------------|------------------|----------------|---------------|
| BASE BID: | | | | | | | | | | | |
| GENERAL | | | | | | | | | | | |
| 1 | MOBILIZATION & DEMOBILIZATION | LUMP SUM | 0.33 | 0.33 | 0.34 | 1 | \$ 150,000.00 | \$ 49,500.00 | \$ 49,500.00 | \$ 51,000.00 | \$ 150,000.00 |
| 2 | TRAFFIC CONTROL | LUMP SUM | 0.60 | 0.20 | 0.20 | 1 | \$ 10,000.00 | \$ 6,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 10,000.00 |
| REMOVALS | | | | | | | | | | | |
| 3 | SAWING BITUMINOUS PAVEMENT (FULL DEPTH) | LIN FT | 2681 | 30 | | 2711 | \$ 3.50 | \$ 9,383.50 | \$ 105.00 | \$ - | \$ 9,488.50 |
| 4 | REMOVE BITUMINOUS PAVEMENT | SQ YD | 1865 | 10 | | 1875 | \$ 4.50 | \$ 8,392.50 | \$ 45.00 | \$ - | \$ 8,437.50 |
| 5 | CLEARING AND GRUBBING | ACRE | 0 | 0.15 | 0.85 | 1 | \$ 8,000.00 | \$ - | \$ 1,200.00 | \$ 6,800.00 | \$ 8,000.00 |
| 6 | CLEAR AND GRUB | TREE | 2 | 2 | 13 | 17 | \$ 500.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 6,500.00 | \$ 8,500.00 |
| 7 | REMOVE STORM SEWER PIPE | LF | 33 | 160 | | 193 | \$ 25.00 | \$ 825.00 | \$ 4,000.00 | \$ - | \$ 4,825.00 |
| 8 | REMOVE CMP FLARED-END SECTION | EACH | 1 | 2 | | 3 | \$ 100.00 | \$ 100.00 | \$ 200.00 | \$ - | \$ 300.00 |
| 9 | REMOVE SIREN AND POLE | LUMP SUM | 1 | 0 | | 1 | \$ 1,500.00 | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 |
| 10 | SALVAGE & REINSTALL SIGN AND POST | EACH | 3 | 1 | | 4 | \$ 50.00 | \$ 150.00 | \$ 50.00 | \$ - | \$ 200.00 |
| 11 | REMOVE SIGN AND POST | EACH | 3 | 2 | | 5 | \$ 50.00 | \$ 150.00 | \$ 100.00 | \$ - | \$ 250.00 |
| 12 | REMOVE FENCE | LF | 1092 | 0 | | 1092 | \$ 3.00 | \$ 3,276.00 | \$ - | \$ - | \$ 3,276.00 |
| 13 | PAVEMENT MARKING REMOVAL | LUMP SUM | 1 | 0 | | 1 | \$ 5,000.00 | \$ 5,000.00 | \$ - | \$ - | \$ 5,000.00 |
| SANITARY SEWER | | | | | | | | | | | |
| 14 | CONNECT TO EXISTING SANITARY MANHOLE | EACH | 0 | 0 | 1 | 1 | \$ 5,000.00 | \$ - | \$ - | \$ 5,000.00 | \$ 5,000.00 |
| 15 | 12" PVC C-900 DR-18 SANITARY SEWER PIPE | LF | 0 | | 330 | 330 | \$ 180.00 | \$ - | \$ - | \$ 59,400.00 | \$ 59,400.00 |
| 16 | 12" PVC SDR 26 SANITARY SEWER PIPE | LF | 0 | 0 | 400 | 400 | \$ 170.00 | \$ - | \$ - | \$ 68,000.00 | \$ 68,000.00 |
| 17 | 12" PVC SDR 35 SANITARY SEWER PIPE | LF | 0 | | 1903 | 1903 | \$ 160.00 | \$ - | \$ - | \$ 304,480.00 | \$ 304,480.00 |
| 18 | 12" PVC PLUG | EACH | | | 1 | 1 | \$ 150.00 | \$ - | \$ - | \$ 150.00 | \$ 150.00 |
| 19 | IMPROVED PIPE FOUNDATION - 24" THICK | LF | 0 | 122 | 600 | 722 | \$ 200.00 | \$ - | \$ 24,400.00 | \$ 120,000.00 | \$ 144,400.00 |
| 20 | PIPE JACKING 30" STEEL CASING | LF | 0 | | 140 | 140 | \$ 800.00 | \$ - | \$ - | \$ 112,000.00 | \$ 112,000.00 |
| 21 | 4' DIA SANITARY SEWER MANHOLE | LF | 0 | | 6 | 6 | \$ 4,000.00 | \$ - | \$ - | \$ 24,000.00 | \$ 24,000.00 |
| 22 | 4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH) | LF | 0 | | 14 | 14 | \$ 100.00 | \$ - | \$ - | \$ 1,400.00 | \$ 1,400.00 |
| 23 | ANTI-SEEPAGE COLLAR | EACH | 0 | | 5 | 5 | \$ 250.00 | \$ - | \$ - | \$ 1,250.00 | \$ 1,250.00 |
| 24 | INSTALL STRUCTURE SIGN POST AND MARKER | EACH | 0 | 4 | 6 | 10 | \$ 200.00 | \$ - | \$ 800.00 | \$ 1,200.00 | \$ 2,000.00 |

| STORM SEWER | | | | | | | | | | | |
|---------------------|---|----------|------|-------|---|-------|--------------|--------------|---------------|--------------|---------------|
| 25 | CONNECT TO EXISTING 24" CMP | EACH | 1 | 0 | | 1 | \$ 400.00 | \$ 400.00 | \$ - | \$ - | \$ 400.00 |
| 26 | 24" CMP STORM SEWER PIPE | LF | 7 | 0 | | 7 | \$ 75.00 | \$ 525.00 | \$ - | \$ - | \$ 525.00 |
| 27 | 24" CMP FLARED-END SECTION WITH TRASH GUARD | EACH | 1 | 0 | | 1 | \$ 500.00 | \$ 500.00 | \$ - | \$ - | \$ 500.00 |
| 28 | 12" RCP SEWER CLASS V | LF | 0 | 210 | | 210 | \$ 45.00 | \$ - | \$ 9,450.00 | \$ - | \$ 9,450.00 |
| 29 | 15" RCP SEWER CLASS V | LF | 0 | 889 | | 889 | \$ 50.00 | \$ - | \$ 44,450.00 | \$ - | \$ 44,450.00 |
| 30 | 18" RCP SEWER CLASS V | LF | 0 | 159 | | 159 | \$ 60.00 | \$ - | \$ 9,540.00 | \$ - | \$ 9,540.00 |
| 31 | 21" RCP SEWER CLASS V | LF | 0 | 258 | | 258 | \$ 90.00 | \$ - | \$ 23,220.00 | \$ - | \$ 23,220.00 |
| 32 | 48" RCP SEWER CLASS V | LF | 0 | 122 | | 122 | \$ 150.00 | \$ - | \$ 18,300.00 | \$ - | \$ 18,300.00 |
| 33 | 21" RCP FLARED END SECTION WITH TRASH GUARD | EACH | 0 | 4 | | 4 | \$ 1,800.00 | \$ - | \$ 7,200.00 | \$ - | \$ 7,200.00 |
| 34 | 48" RCP FLARED END SECTION | EACH | 0 | 2 | | 2 | \$ 2,000.00 | \$ - | \$ 4,000.00 | \$ - | \$ 4,000.00 |
| 35 | CONSTRUCT DRAINAGE STRUCTURE - 4' DIA MH | EACH | 0 | 9 | | 9 | \$ 5,000.00 | \$ - | \$ 45,000.00 | \$ - | \$ 45,000.00 |
| 36 | CONSTRUCT DRAINAGE STRUCTURE - 5' DIA MH | EACH | 0 | 1 | | 1 | \$ 8,000.00 | \$ - | \$ 8,000.00 | \$ - | \$ 8,000.00 |
| 37 | CONSTRUCT DRAINAGE STRUCTURE W/ SAFL BAFL - 6' DIA MH | EACH | 0 | 1 | | 1 | \$ 15,000.00 | \$ - | \$ 15,000.00 | \$ - | \$ 15,000.00 |
| 38 | CONSTRUCT DRAINAGE STRUCTURE - 2'X3' CB | EACH | 0 | 6 | | 6 | \$ 3,500.00 | \$ - | \$ 21,000.00 | \$ - | \$ 21,000.00 |
| 39 | CONSTRUCT OUTLET CONTROL STRUCTURE - 5' DIA MH | EACH | 0 | 1 | | 1 | \$ 10,000.00 | \$ - | \$ 10,000.00 | \$ - | \$ 10,000.00 |
| 40 | 4" PVC DRAINTILE PIPE | LF | 0 | 2629 | | 2629 | \$ 8.00 | \$ - | \$ 21,032.00 | \$ - | \$ 21,032.00 |
| 41 | 4" PVC DRAINTILE CLEANOUT | LF | 0 | 4 | | 4 | \$ 200.00 | \$ - | \$ 800.00 | \$ - | \$ 800.00 |
| 42 | FILTRATION BENCH PER DETAIL | LF | 0 | 233 | | 233 | \$ 100.00 | \$ - | \$ 23,300.00 | \$ - | \$ 23,300.00 |
| 43 | 4" INSULATION | SF | 0 | 192 | | 192 | \$ 10.00 | \$ - | \$ 1,920.00 | \$ - | \$ 1,920.00 |
| 44 | RANDOM RIP RAP CLASS III (GRANITE) | TON | 0 | 100 | | 100 | \$ 125.00 | \$ - | \$ 12,500.00 | \$ - | \$ 12,500.00 |
| 45 | CONNECT TO EXISTING MANHOLE | EACH | 0 | 1 | | 1 | \$ 1,500.00 | \$ - | \$ 1,500.00 | \$ - | \$ 1,500.00 |
| 0 | | | | | | | | | | | |
| WATERMAIN | | | | | | | | | | | |
| 46 | ADJUST GATE VALVE | EACH | 0 | 4 | | 4 | \$ 350.00 | \$ - | \$ 1,400.00 | \$ - | \$ 1,400.00 |
| 47 | HYDRANT EXTENSION | EACH | 0 | 2 | | 2 | \$ 1,000.00 | \$ - | \$ 2,000.00 | \$ - | \$ 2,000.00 |
| 48 | INSTALL WATERMAIN OFFSET | LUMP SUM | 0 | 0 | 1 | 1 | \$ 7,500.00 | \$ - | \$ - | \$ 7,500.00 | \$ 7,500.00 |
| 49 | IRRIGATION SYSTEM AND DESIGN | LS | | 1 | | 1 | \$ 20,000.00 | \$ - | \$ 20,000.00 | \$ - | \$ 20,000.00 |
| 50 | IRRIGATION BOOSTER PUMP | LS | | 1 | | 1 | \$ 10,000.00 | \$ - | \$ 10,000.00 | \$ - | \$ 10,000.00 |
| 51 | 4" CONDUIT CROSSINGS FOR IRRIGATION | LIN FT | | 345 | | 345 | \$ 10.00 | \$ - | \$ 3,450.00 | \$ - | \$ 3,450.00 |
| SITE GRADING | | | | | | | | | | | |
| 52 | STRIP, STOCKPILE, AND RESPREAD TOPSOIL (P) (MIN 6 INCHES) | SQ YD | 6800 | 10700 | | 17500 | \$ 5.00 | \$ 34,000.00 | \$ 53,500.00 | \$ - | \$ 87,500.00 |
| 53 | SALVAGE & RESPREAD EXISTING WETLAND SOILS (AS REQUIRED BY PERMIT) | LUMP SUM | 0 | 0 | 1 | 1 | \$ 30,000.00 | \$ - | \$ - | \$ 30,000.00 | \$ 30,000.00 |
| 54 | COMMON EXCAVATION - ONSITE (EV) (P) | CU YD | 1600 | 8840 | | 10440 | \$ 10.00 | \$ 16,000.00 | \$ 88,400.00 | \$ - | \$ 104,400.00 |
| 55 | COMMON EXCAVATION - OFFSITE (EV) | CU YD | 2450 | 7250 | | 9700 | \$ 20.00 | \$ 49,000.00 | \$ 145,000.00 | \$ - | \$ 194,000.00 |
| 56 | COMMON BORROW (EV) (POND) | CU YD | | 250 | | 250 | \$ 15.00 | \$ - | \$ 3,750.00 | \$ - | \$ 3,750.00 |
| 57 | COMMON BORROW - IMPORT (LV) | CU YD | | 250 | | 250 | \$ 25.00 | \$ - | \$ 6,250.00 | \$ - | \$ 6,250.00 |
| 58 | SUBGRADE EXCAVATION - OFFSITE (EV) | CU YD | 1500 | 2400 | | 3900 | \$ 20.00 | \$ 30,000.00 | \$ 48,000.00 | \$ - | \$ 78,000.00 |

| STREET | | | | | | | | | | | |
|--------|--|-------|------|------|--|-------|-----------|---------------|--------------|------|---------------|
| 59 | GEOTEXTILE FABRIC, TYPE V NON-WOVEN | SQ YD | 5360 | 6950 | | 12310 | \$ 2.00 | \$ 10,720.00 | \$ 13,900.00 | \$ - | \$ 24,620.00 |
| 60 | SELECT GRANULAR BORROW, 5% MOD | TON | | 2880 | | 2880 | \$ 20.00 | \$ - | \$ 57,600.00 | \$ - | \$ 57,600.00 |
| 61 | AGGREGATE BASE CLASS 5, 100% CRUSHED | TON | 2160 | 3500 | | 5660 | \$ 22.00 | \$ 47,520.00 | \$ 77,000.00 | \$ - | \$ 124,520.00 |
| 62 | AGGREGATE SURFACING CLASS 2, 100 % CRUSHED LIMESTONE | TON | 200 | 0 | | 200 | \$ 40.00 | \$ 8,000.00 | \$ - | \$ - | \$ 8,000.00 |
| 63 | STABILIZING AGGREGATE, 3" MINUS | TON | 1500 | 0 | | 1500 | \$ 35.00 | \$ 52,500.00 | \$ - | \$ - | \$ 52,500.00 |
| 64 | BITUMINOUS TACK COAT MATERIAL | GAL | 245 | 270 | | 515 | \$ 3.50 | \$ 857.50 | \$ 945.00 | \$ - | \$ 1,802.50 |
| 65 | TYPE SP 9.5 WEARING COURSE MIXTURE (3,C) | TON | 1200 | 680 | | 1880 | \$ 90.00 | \$ 108,000.00 | \$ 61,200.00 | \$ - | \$ 169,200.00 |
| 66 | TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C) | TON | 1200 | 680 | | 1880 | \$ 80.00 | \$ 96,000.00 | \$ 54,400.00 | \$ - | \$ 150,400.00 |
| 67 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | TON | 0 | 425 | | 425 | \$ 120.00 | \$ - | \$ 51,000.00 | \$ - | \$ 51,000.00 |
| 68 | B618 CURB AND GUTTER | LF | 0 | 3545 | | 3545 | \$ 25.00 | \$ - | \$ 88,625.00 | \$ - | \$ 88,625.00 |
| 69 | 6" CONCRETE WALK | SQ FT | | 495 | | 495 | \$ 20.00 | \$ - | \$ 9,900.00 | \$ - | \$ 9,900.00 |
| 68 | TRUNCATED DOMES | SQ FT | | 96 | | 96 | \$ 60.00 | \$ - | \$ 5,760.00 | \$ - | \$ 5,760.00 |

| SITE | | | | | | | | | | | |
|------|---|--------|------|-----|--|------|--------------|--------------|--------------|------|--------------|
| 69 | SIGN PANELS TYPE C | SQ FT | 41 | 52 | | 93 | \$ 75.00 | \$ 3,075.00 | \$ 3,900.00 | \$ - | \$ 6,975.00 |
| 70 | INSTALL SIGN TYPE C AND POST | EACH | 4 | 10 | | 14 | \$ 250.00 | \$ 1,000.00 | \$ 2,500.00 | \$ - | \$ 3,500.00 |
| 71 | INSTALL SIREN AND POLE (SUPPLIED BY OTHERS) | LS | 1 | 0 | | 1 | \$ 10,000.00 | \$ 10,000.00 | \$ - | \$ - | \$ 10,000.00 |
| 72 | STREET NAME SIGN PLATE | EACH | 4 | 4 | | 8 | \$ 500.00 | \$ 2,000.00 | \$ 2,000.00 | \$ - | \$ 4,000.00 |
| 73 | INSTALL STREET NAME SIGN PLATE AND POST | EACH | 1 | 1 | | 2 | \$ 250.00 | \$ 250.00 | \$ 250.00 | \$ - | \$ 500.00 |
| 74 | PAVEMENT MESSAGE (RT ARROW) THERMOPLASTIC (GROUND-IN) | EACH | 4 | 0 | | 4 | \$ 300.00 | \$ 1,200.00 | \$ - | \$ - | \$ 1,200.00 |
| 75 | PAVEMENT MESSAGE (LT ARROW) THERMOPLASTIC (GROUND-IN) | EACH | 4 | 0 | | 4 | \$ 300.00 | \$ 1,200.00 | \$ - | \$ - | \$ 1,200.00 |
| 76 | 4" DOUBLE SOLID LINE YELLOW - MULTI-COMPONENT (GROUND-IN) | LIN FT | 3241 | 0 | | 3241 | \$ 1.50 | \$ 4,861.50 | \$ - | \$ - | \$ 4,861.50 |
| 77 | 6" SOLID LINE WHITE - MULTI-COMPONENT (GROUND-IN) | LIN FT | 2882 | 0 | | 2882 | \$ 0.75 | \$ 2,161.50 | \$ - | \$ - | \$ 2,161.50 |
| 78 | 4" SOLID LINE WHITE - MULTI-COMPONENT (GROUND-IN) | LIN FT | 1200 | 0 | | 1200 | \$ 0.75 | \$ 900.00 | \$ - | \$ - | \$ 900.00 |
| 79 | 4" BROKEN LINE WHITE - MULTI-COMPONENT (GROUND-IN) | LIN FT | 495 | 0 | | 495 | \$ 0.75 | \$ 371.25 | \$ - | \$ - | \$ 371.25 |
| 80 | 24" SOLID LINE YELLOW - MULTI-COMPONENT (GROUND-IN) | LIN FT | 256 | 0 | | 256 | \$ 10.00 | \$ 2,560.00 | \$ - | \$ - | \$ 2,560.00 |
| 81 | BOULDER RETAINING WALL | TON | 0 | 36 | | 36 | \$ 400.00 | \$ - | \$ 14,222.22 | \$ - | \$ 14,222.22 |
| 82 | 3" NON-METALLIC CONDUIT CROSSINGS FOR SMALL UTILITIES | LIN FT | | 870 | | 870 | \$ 8.00 | \$ - | \$ 6,960.00 | \$ - | \$ 6,960.00 |
| 83 | BARBWIRE FENCE | LIN FT | 963 | | | 963 | \$ 10.00 | \$ 9,630.00 | \$ - | \$ - | \$ 9,630.00 |

| EROSION CONTROL | | | | | | | | | | | | |
|-----------------|--|--------|------|------|---------|-------|-------------|-----------------------|---------------|-----------------|-----------------|-----------------|
| 84 | SEED MIXTURE 34-171 | SQ YD | | 396 | 24020 | 24416 | \$ 1.50 | \$ - | \$ 594.00 | \$ 36,030.00 | \$ 36,624.00 | |
| 85 | SEED MIXTURE 25-131 | SQ YD | | 5510 | | 5510 | \$ 1.00 | \$ - | \$ 5,510.00 | \$ - | \$ 5,510.00 | |
| 86 | SEED MIXTURE - 25-141 | SQ YD | 4395 | | 21800.0 | 26195 | \$ 1.00 | \$ 4,395.00 | \$ - | \$ 21,800.00 | \$ 26,195.00 | |
| 87 | SEED MIXTURE - 33-261 | SQ YD | 0 | 1850 | | 1850 | \$ 1.50 | \$ - | \$ 2,775.00 | \$ - | \$ 2,775.00 | |
| 88 | SODDING TYPE LAWN | SQ YD | | 3615 | | 3615 | \$ 6.00 | \$ - | \$ 21,690.00 | \$ - | \$ 21,690.00 | |
| 89 | PERENNIAL - #1 CONT | EACH | | 381 | | 381 | \$ 15.00 | \$ - | \$ 5,715.00 | \$ - | \$ 5,715.00 | |
| 90 | DECIDUOUS SHRUB (#5 CONT.) | EACH | | 104 | | 104 | \$ 60.00 | \$ - | \$ 6,240.00 | \$ - | \$ 6,240.00 | |
| 91 | DECIDUOUS TREE - 2.5" B&B | EACH | | 27 | | 27 | \$ 500.00 | \$ - | \$ 13,500.00 | \$ - | \$ 13,500.00 | |
| 92 | DECIDUOUS TREE - 1.5" CAL B&B | EACH | | 3 | | 3 | \$ 400.00 | \$ - | \$ 1,200.00 | \$ - | \$ 1,200.00 | |
| 93 | STABILIZED CONSTRUCTION EXIT | EACH | 1 | 1 | | 2 | \$ 2,500.00 | \$ 2,500.00 | \$ 2,500.00 | \$ - | \$ 5,000.00 | |
| 94 | SILT FENCE, TYPE MS - MAINTAINED | LIN FT | 2068 | 1102 | 3190 | 6360 | \$ 3.00 | \$ 6,204.00 | \$ 3,306.00 | \$ 9,570.00 | \$ 19,080.00 | |
| 95 | BALE BARRIERS - MAINTAINED | LIN FT | 1282 | 4974 | 4304 | 10560 | \$ 5.00 | \$ 6,410.00 | \$ 24,870.00 | \$ 21,520.00 | \$ 52,800.00 | |
| 96 | BIOLOG - MAINTAINED | | 500 | 500 | 200 | 1200 | \$ 2.50 | \$ 1,250.00 | \$ 1,250.00 | \$ 500.00 | \$ 3,000.00 | |
| 97 | INLET PROTECTION - MAINTAINED | EACH | 1 | 19 | | 20 | \$ 250.00 | \$ 250.00 | \$ 4,750.00 | \$ - | \$ 5,000.00 | |
| 98 | CULVERT PROTECTION - MAINTAINED | EACH | 1 | 1 | | 2 | \$ 150.00 | \$ 150.00 | \$ 150.00 | \$ - | \$ 300.00 | |
| 99 | STREET SWEEPER (WITH PICKUP BROOM) | hour | 20 | 20 | 10 | 50 | \$ 125.00 | \$ 2,500.00 | \$ 2,500.00 | \$ 1,250.00 | \$ 6,250.00 | |
| 100 | WATER FOR DUST CONTROL | MGAL | 20 | 20 | 10 | 50 | \$ 50.00 | \$ 1,000.00 | \$ 1,000.00 | \$ 500.00 | \$ 2,500.00 | |
| 101 | EROSION CONTROL MAT | SQ YD | | 25 | | 25 | \$ 100.00 | \$ - | \$ 2,500.00 | \$ - | \$ 2,500.00 | |
| 102 | STRAW MULCH | SQ YD | | | 45820 | 45820 | \$ 0.20 | \$ - | \$ - | \$ 9,164.00 | \$ 9,164.00 | |
| 103 | EROSION CONTROL BLANKET CATEGORY 3N STRAW 2S | SQ YD | 4395 | 7756 | | 12151 | \$ 3.50 | \$ 15,381.80 | \$ 27,146.00 | \$ - | \$ 42,527.80 | |
| | | | | | | | | SUBTOTAL: | \$ 618,549.55 | \$ 1,318,720.22 | \$ 901,014.00 | \$ 2,838,283.77 |
| | | | | | | | | 5% CONTINGENCY | \$ 30,927.48 | \$ 65,936.01 | \$ 45,050.70 | \$ 141,914.19 |
| | | | | | | | | SUBTOTAL: | \$ 649,477.03 | \$ 1,384,656.23 | \$ 946,064.70 | \$ 2,980,197.96 |
| | | | | | | | | 7% CONSTRUCTION ADMIN | \$ 45,463.39 | \$ 96,925.94 | \$ 66,224.53 | \$ 208,613.86 |
| | | | | | | | | ESTIMATED TOTAL | \$ 694,940.42 | \$ 1,481,582.17 | \$ 1,012,289.23 | \$ 3,188,811.82 |

| ESTIMATED OTHER COSTS OCCURRED BY CITY OUTSIDE OF CONTRACT | | | | | | | | | | | | |
|--|----------------------------------|-------|-----|------|--|------|--------------|-------------|---------------|---------------|---------------|---------------|
| 1 | LIGHTING SYSTEM A | LS | | 1 | | 1 | \$ 72,000.00 | \$ - | \$ 72,000.00 | \$ - | \$ 72,000.00 | |
| 2 | WETLAND IMPACTS - 2:1 MITIGATION | SQ YD | 466 | 8338 | | 8804 | \$ 15.00 | \$ 6,990.00 | \$ 125,070.00 | \$ - | \$ 132,060.00 | |
| | | | | | | | | SUBTOTAL: | \$ 6,990.00 | \$ 197,070.00 | \$ - | \$ 204,060.00 |

| PRIVATE UTILITY RELOCATION ESTIMATED COSTS | | | | | | | | | | | | |
|--|---------------------------|--------|-----|------|--|------|--------------|------------------------------|--------------|---------------|--------------|---------------|
| 3 | WHE INSTALLATION | LIN FT | | 1400 | | 1400 | \$ 3.50 | \$ - | \$ 4,900.00 | \$ - | \$ 4,900.00 | |
| 4 | CENTERPOINTE INSTALLATION | LIN FT | | | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | |
| 5 | LUMEN INSTALLATION | LS | 0.2 | 0.8 | | 1 | \$ 20,000.00 | \$ 4,000.00 | \$ 16,000.00 | \$ - | \$ 20,000.00 | |
| 6 | COMCAST INSTALLATION | LIN FT | | 1000 | | 1000 | \$ 5.00 | \$ - | \$ 5,000.00 | \$ - | \$ 5,000.00 | |
| | | | | | | | | SUBTOTAL: | \$ 4,000.00 | \$ 25,900.00 | \$ - | \$ 29,900.00 |
| | | | | | | | | TOTAL ESTIMATED OTHER COSTS: | \$ 10,990.00 | \$ 222,970.00 | \$ - | \$ 233,960.00 |

TOTAL CONSTRUCTION, CONTINGENCY, ENGINEERING, AND OTHER COSTS \$ 705,930.42 \$ 1,704,552.17 \$ 1,012,289.23 \$ 3,422,771.82

| | | | |
|--------------------|-----------------|-----------------|-----------------|
| RAVINIA COST SHARE | 50% | 100% | 0% |
| \$ 352,965.21 | \$ 1,704,552.17 | \$ - | \$ 2,057,517.38 |
| TAVERA COST SHARE | 50% | 0% | 100% |
| \$ 352,965.21 | \$ - | \$ 1,012,289.23 | \$ 1,365,254.44 |

CONSTRUCTION PLANS FOR 66th AVENUE/GLEASON PARKWAY CORRIDOR IMPROVEMENTS

OWNER:
CITY OF CORCORAN



8200 COUNTY ROAD 116
CORCORAN, MN 55340

CITY COUNCIL
MAYOR TOM MCKEE
COUNCIL MEMBER JONATHAN BOTTEMA
COUNCIL MEMBER JEREMY NICHOLS
COUNCIL MEMBER ALAN SCHULTZ
COUNCIL MEMBER MANOJ THOMAS
CITY ADMINISTRATOR BRAD MARTENS
PUBLIC WORKS DIRECTOR KEVIN MATTSON

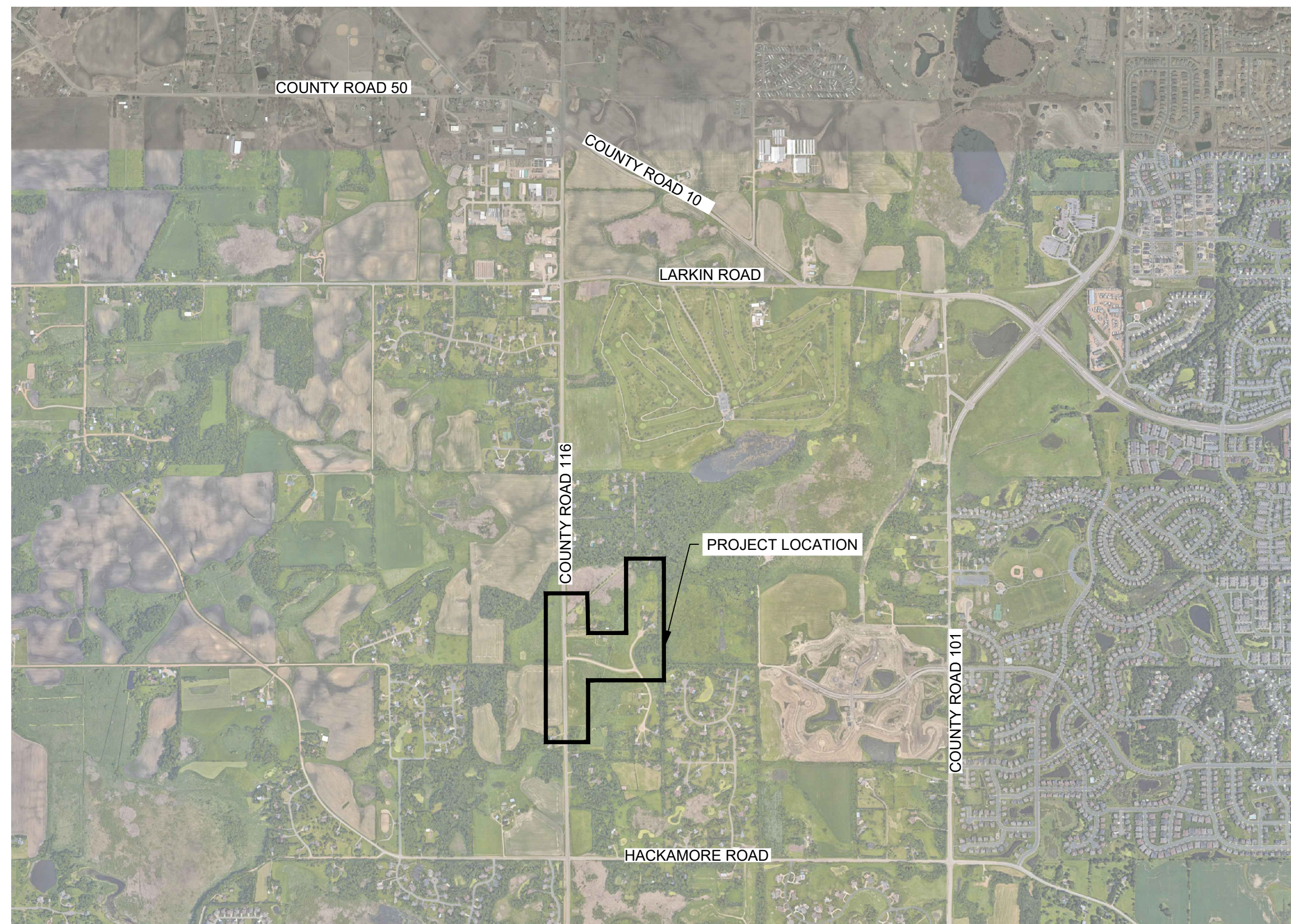
ENGINEER:
WENCK NOW PART OF STANTEC

1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
CONTACT: KENT TORVE, P.E.
PH: (763) 479-4209

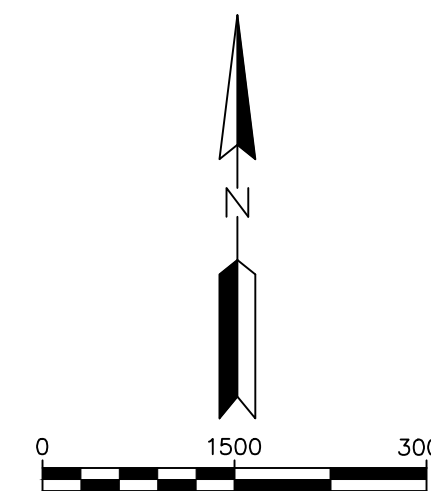
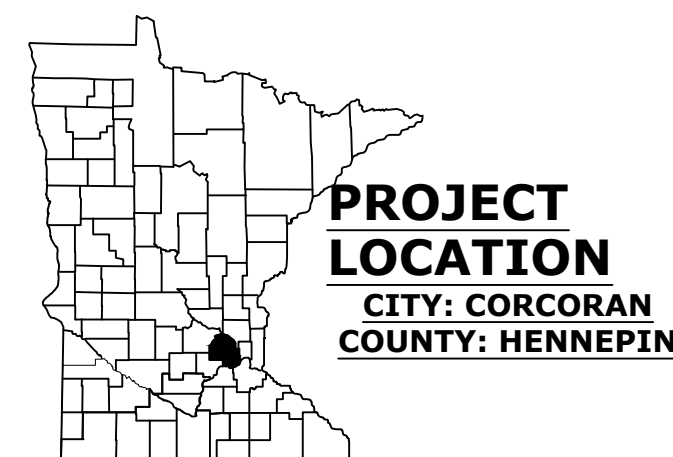
WARNING:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

COUNTY ROAD 116
CORCORAN, MN 55340



PROJECT LOCATION MAP



| SHEET INDEX | |
|----------------|---|
| SHEET NO. | SHEET TITLE |
| G-101 | COVER SHEET |
| G-102 | GENERAL LEGEND & NOTES |
| G-103 TO G-105 | ALIGNMENT PLAN |
| G-106 TO G-107 | TYPICAL SECTIONS |
| G-108 TO G-112 | COUNTY ROAD 116 CROSS SECTIONS |
| G-113 TO G-118 | GLEASON PARKWAY CROSS SECTIONS |
| C-101 TO C-107 | EXISTING CONDITIONS AND REMOVALS |
| C-201 | SWPPP |
| C-202 TO C-210 | EROSION CONTROL AND GRADING PLAN |
| C-401 TO C-405 | UTILITY PLAN AND PROFILE |
| C-501 TO C-503 | STORM SEWER PLAN AND PROFILE |
| C-601 TO C-603 | PROPOSED LAYOUT COUNTY ROAD 116 |
| C-604 TO C-605 | PROPOSED LAYOUT GLEASON PARKWAY |
| C-606 TO C-607 | PLAN AND PROFILE GLEASON PARKWAY |
| C-608 TO C-609 | PEDESTRIAN RAMP DETAILS |
| C-701 TO C-703 | STRIPING AND SIGNAGE PLAN COUNTY ROAD 116 |
| C-704 TO C-705 | STRIPING AND SIGNAGE PLAN GLEASON PARKWAY |
| C-801 TO C-821 | DETAILS |
| L-201 TO L-204 | LANDSCAPE PLAN AND DETAILS |

THIS PLAN SET CONTAINS 85 SHEETS

APPROVED: _____ DATE: _____
KENTON C. TORVE CITY OF CORCORAN ENGINEER

RECOMMENDED FOR APPROVAL: _____ DATE: _____
HENNEPIN COUNTY DESIGN DIVISION ENGINEER

APPROVED: _____ DATE: _____
HENNEPIN COUNTY HIGHWAY ENGINEER



now part of



1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PHONE: 763-479-4200
FAX: 763-479-4242
WWW.WENCK.COM

CLIENT:
CITY OF CORCORAN
8200 COUNTY ROAD 116
CORCORAN, MN 55340



66TH AVENUE/GLEASON PARKWAY CORRIDOR IMPROVEMENTS
CORCORAN, MINNESOTA

PROJECT TITLE

ISSUE NO.:

0

DESCRIPTION:
ISSUED FOR CITY REVIEW

DATE:
02/05/2021

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE CHIEF OF THE STATE OF MINNESOTA.

LICENSE NO.: _____
DATE: _____

PROJECT NO.: 2294-0031

DWN BY: SJB CHK'D BY: NPW APP'D BY: KCT
ISSUE DATE: 02/05/2021

ISSUE NO.: 0

SHEET TITLE:
COVER SHEET

SHEET NO.:
G-101

NOTES

- 1. SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.

WARNING:

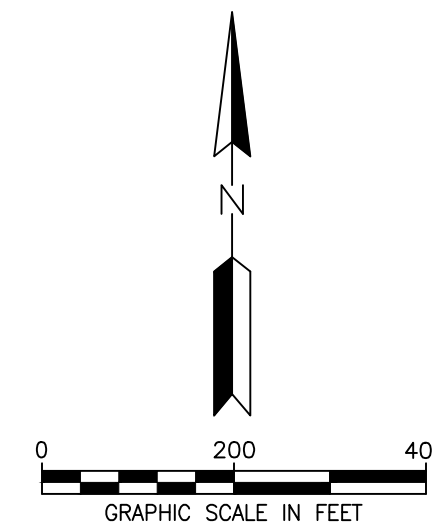
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CALL BEFORE YOU DIG

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TOLL FREE 1-800-252-1166



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CLIENT:

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8200 COUNTY ROAD 116
CORCORAN, MN 55340



**66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS**
CORCORAN, MINNESOTA

PROJECT TITLE

| DATE | DESCRIPTION | ISSUE NO. |
|------------|------------------------|-----------|
| 02/05/2021 | ISSUED FOR CITY REVIEW | 0 |
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LICENSURE NO.: _____
DATE: _____

PROJECT NO.: 2294-0031

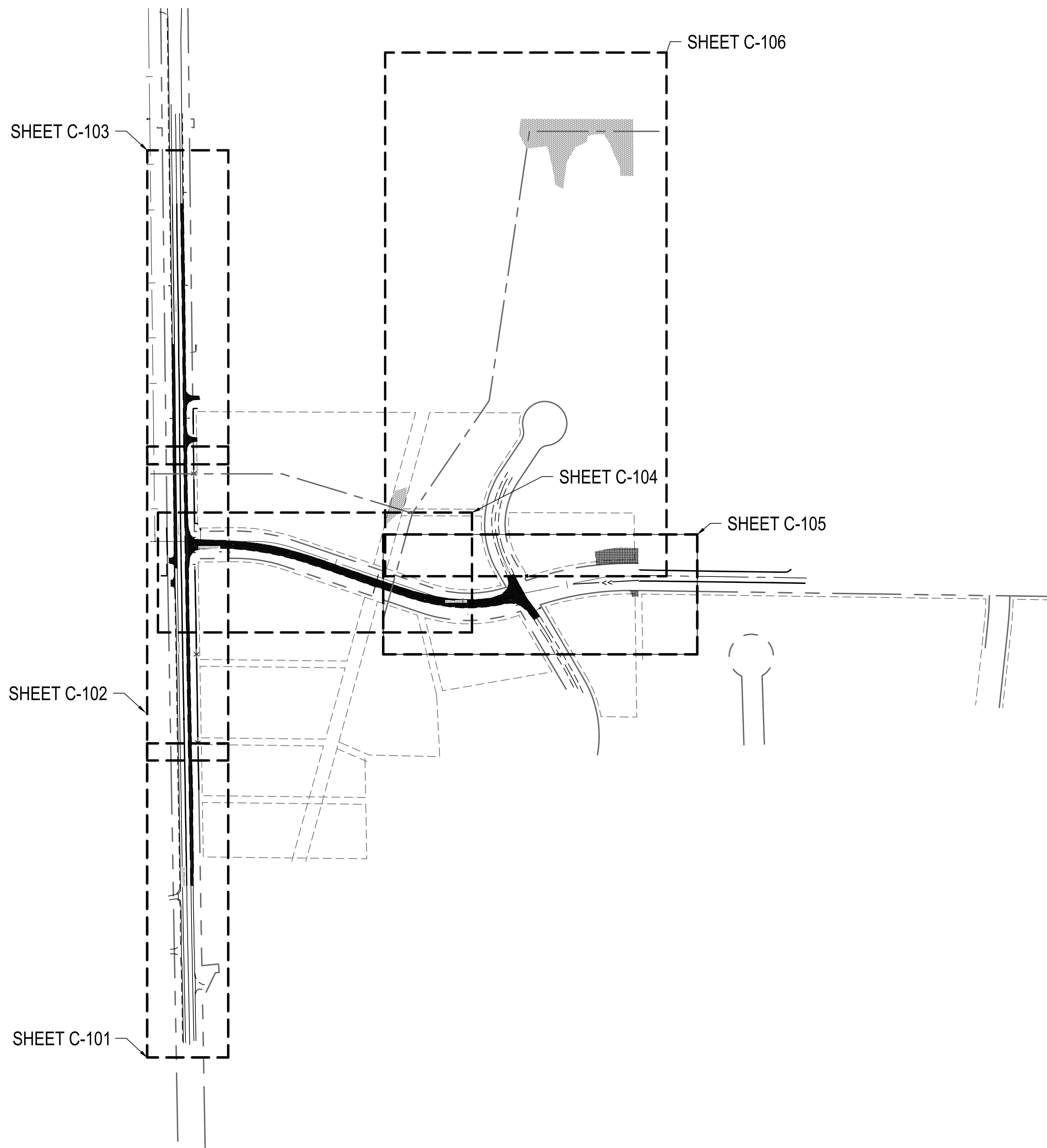
DWN BY: SJB CHK'D BY: NPW APP'D BY: KCT

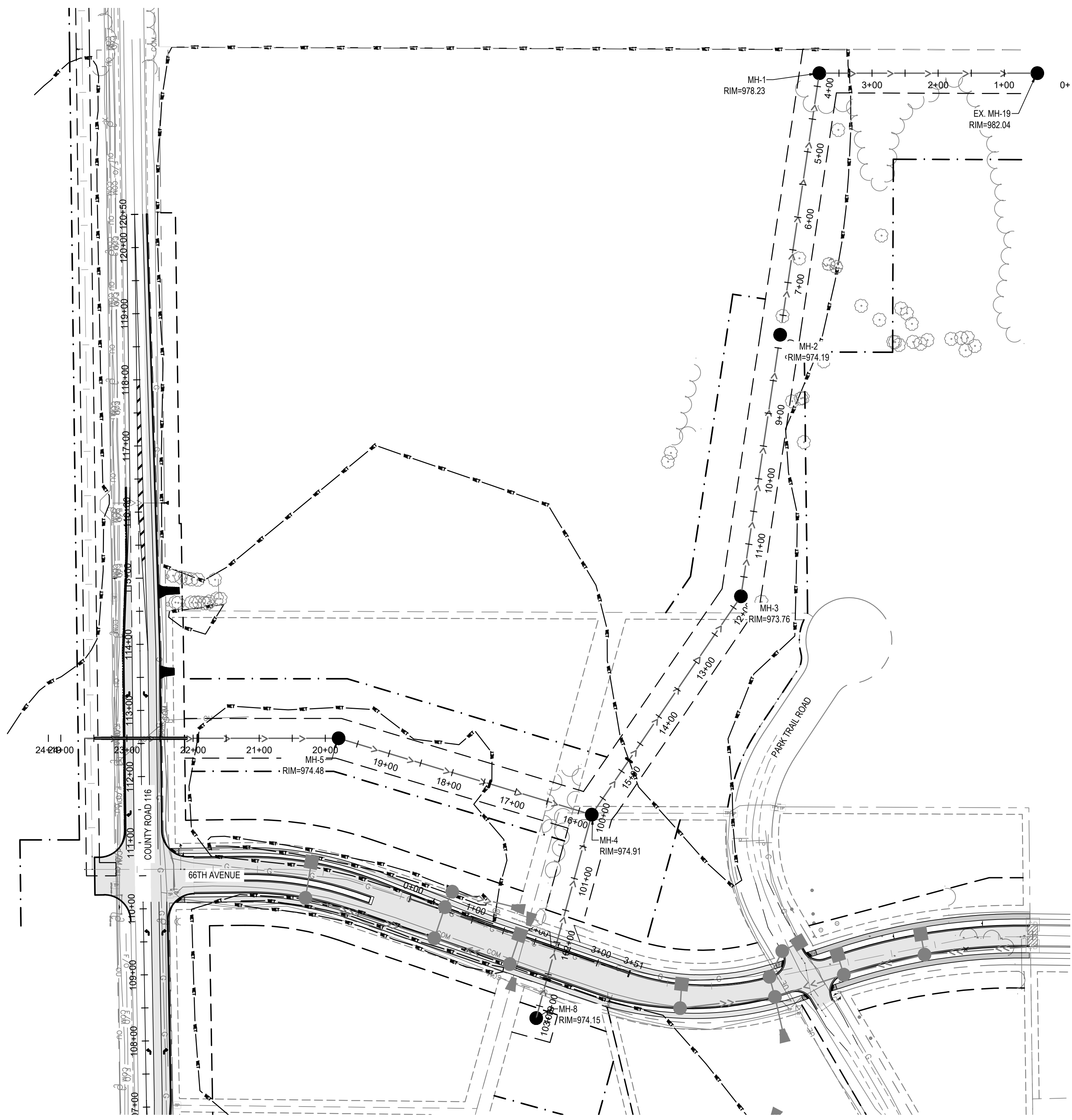
ISSUE DATE: 02/05/2021

ISSUE NO.: 0

SHEET TITLE:
**EXISTING CONDITIONS
AND REMOVALS
OVERVIEW**

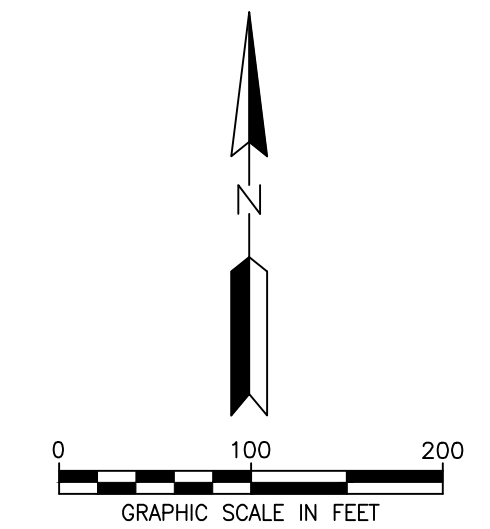
SHEET NO.:
C-100





NOTES

- 1. SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.



| SANITARY SEWER STRUCTURE SCHEDULE | | | | |
|-----------------------------------|-------|------------|-------------|-------|
| STRUCTURE ID | SIZE | BUILD (FT) | CASTING* | NOTES |
| EX. MH-19 | 48" Ø | 23.83 | Standard | |
| MH-1 | 48" Ø | 19.25 | R-1755-F2LM | |
| MH-2 | 48" Ø | 14.33 | R-1755-F2LM | |
| MH-3 | 48" Ø | 13.02 | R-1755-F2LM | |
| MH-4 | 48" Ø | 13.29 | R-1642 | |
| MH-5 | 48" Ø | 11.98 | R-1755-F2LM | |
| MH-8 | 48" Ø | 11.83 | R-1755-F2LM | |

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CLIENT:
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8200 COUNTY ROAD 116
CORCORAN, MN 55340

**66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS**
CORCORAN, MINNESOTA

| PROJECT TITLE | ISSUE NO. | DESCRIPTION | DATE |
|---|-----------|------------------------|------------|
| 66TH AVENUE/GLEASON PARKWAY CORRIDOR IMPROVEMENTS | 0 | ISSUED FOR CITY REVIEW | 02/05/2021 |

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE CHARTER OF THE STATE OF MINNESOTA.
LICENSE NO.:
DATE:

| | | |
|--------------|----------------------------------|-----------|
| PROJECT NO.: | 2294-0031 | |
| DWN BY: | CHK'D BY: | APP'D BY: |
| SJB | NPW | KCT |
| ISSUE DATE: | 02/05/2021 | |
| ISSUE NO.: | 0 | |
| SHEET TITLE: | OVERALL UTILITY PLAN AND PROFILE | |
| SHEET NO.: | C-401 | |

NOTES

- 1. SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.

WARNING:

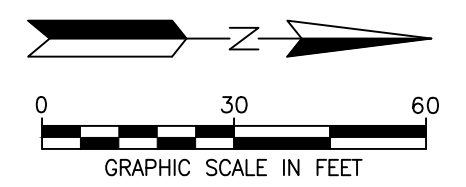
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CALL BEFORE YOU DIG

GOPHER STATE ONE CALL

TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166



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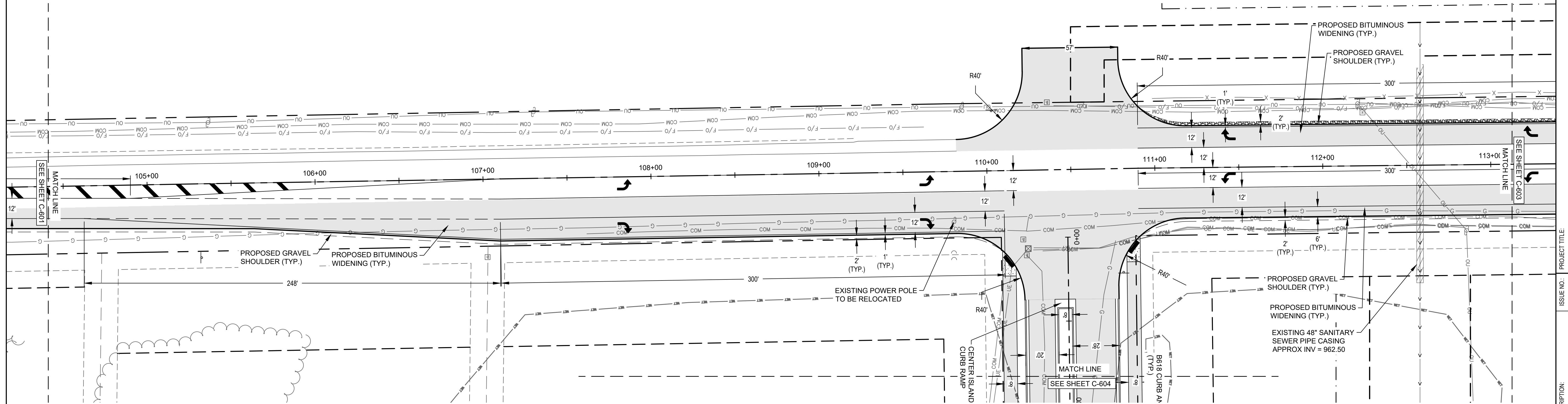
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66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS
CORCORAN, MINNESOTA



PROJECT TITLE

ISSUE NO. 0

DESCRIPTION: ISSUED FOR CITY REVIEW

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LICENSURE NO. _____
DATE _____

PROJECT NO.: 2294-0031

DWN BY: SJB CHKD BY: NPW APPD BY: KCT

ISSUE DATE: 02/05/2021

ISSUE NO.: 0

SHEET TITLE:
PROPOSED LAYOUT
COUNTY ROAD 116

SHEET NO.:
C-602

NOT FOR CONSTRUCTION

3/3/2021 4:01:01 PM

M:\2294\315_DESIGN1_CAD\315_PLANSHEETS\C-601 STREET IMPROVEMENT PLANS.dwg

NOTES

- SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.

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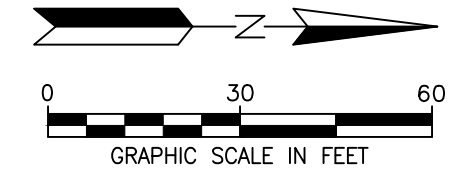
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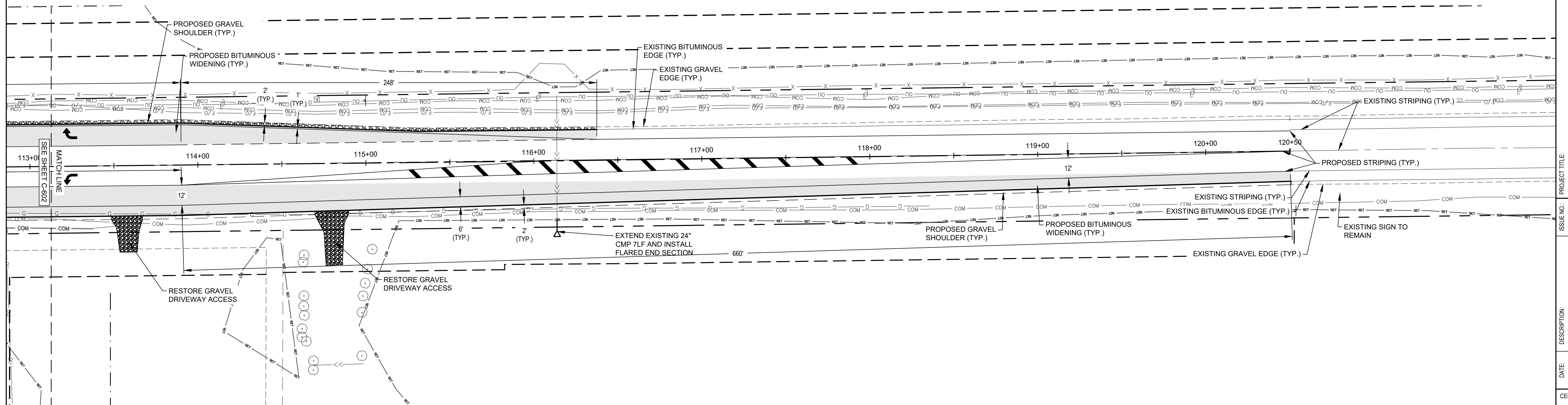
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8200 COUNTY ROAD 116
CORCORAN, MN 55340



**66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS**
CORCORAN, MINNESOTA



PROJECT TITLE

ISSUE NO.:

0

DESCRIPTION:

ISSUED FOR CITY REVIEW

DATE:

02/05/2021

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LICENSURE NO.:

DATE:

PROJECT NO.:

2294-0031

DWN BY:

SJB

CHKD BY:

NPW

APPD BY:

KCT

ISSUE DATE:

02/05/2021

ISSUE NO.:

0

SHEET TITLE:

PROPOSED LAYOUT

COUNTY ROAD 116

SHEET NO.:

C-603

NOTES

- SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.

WARNING:

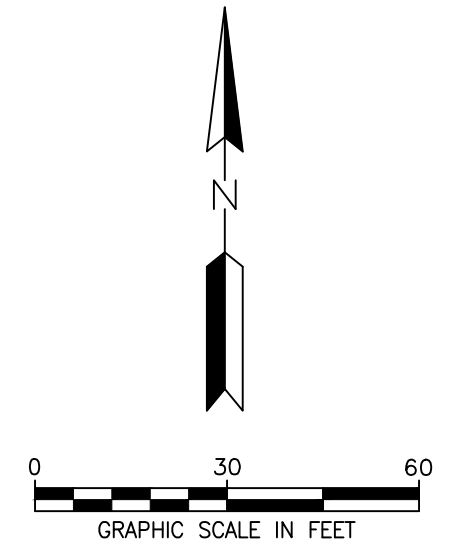
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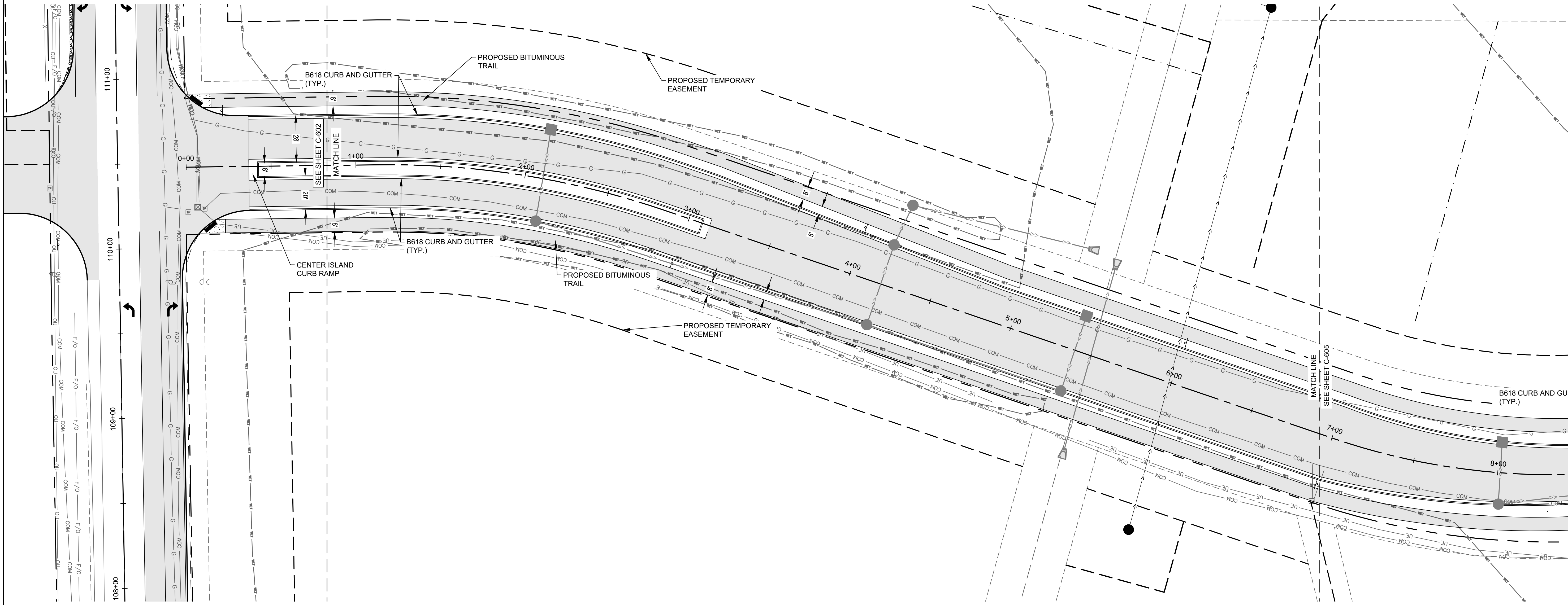
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CORCORAN, MN 55340



**66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS**
CORCORAN, MINNESOTA



PROJECT TITLE:

ISSUE NO.: 0

DESCRIPTION: ISSUED FOR CITY REVIEW

DATE: 02/05/2021

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LICENSURE NO.:

DATE:

PROJECT NO.: 2294-0031

DWN BY: SJB CHK'D BY: NPW APP'D BY: KCT

ISSUE DATE: 02/05/2021

ISSUE NO.: 0

SHEET TITLE:

**PROPOSED LAYOUT
GLEASON PARKWAY**

SHEET NO.:

C-604

NOT FOR CONSTRUCTION

NOTES

- SEE SHEET G-102 FOR ADDITIONAL PROJECT NOTES AND LEGEND.

WARNING:

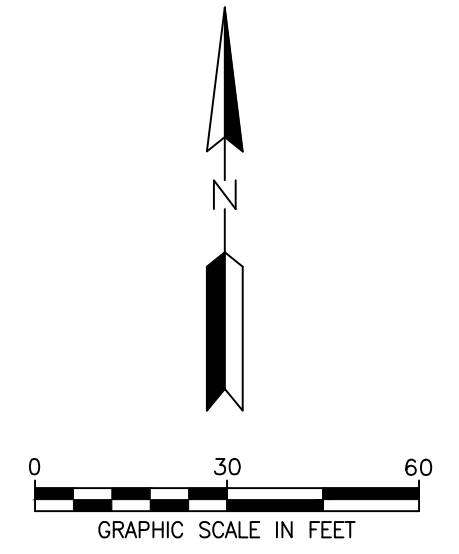
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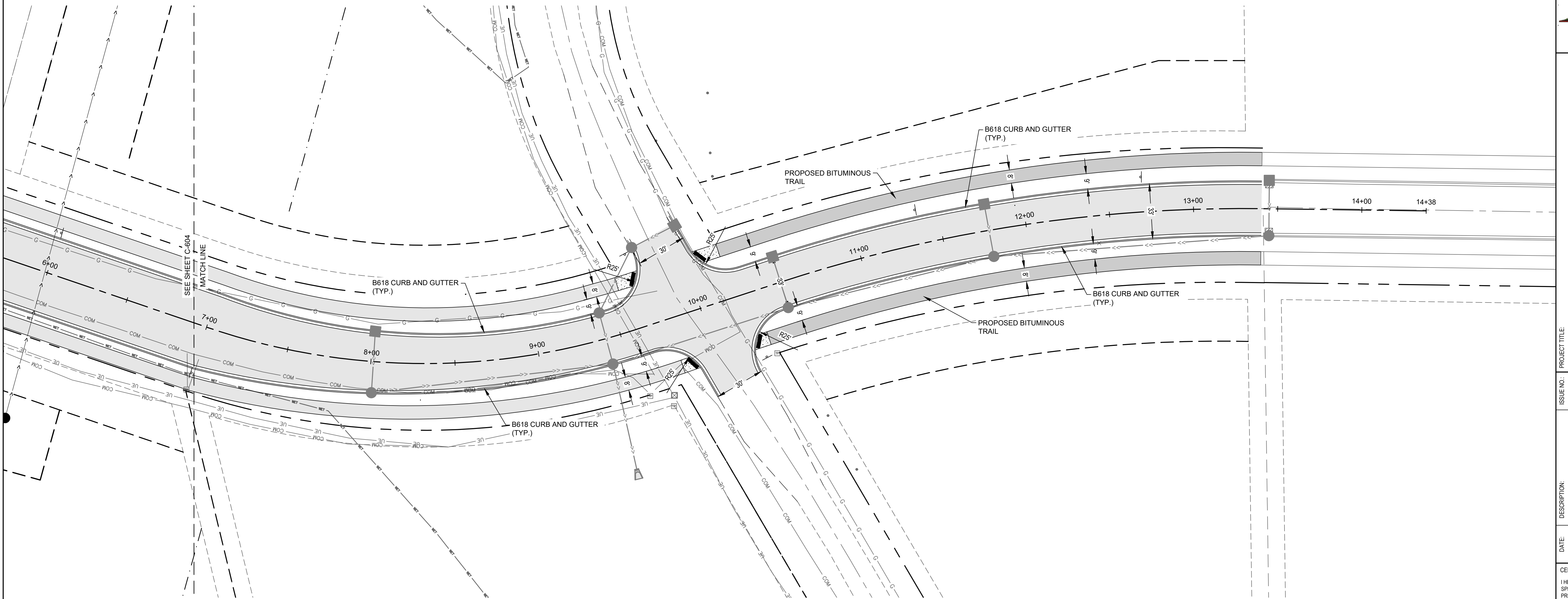
CLIENT:

**CITY OF
CORCORAN**

8200 COUNTY ROAD 116
CORCORAN, MN 55340



**66TH AVENUE/GLEASON
PARKWAY CORRIDOR
IMPROVEMENTS**
CORCORAN, MINNESOTA



PROJECT TITLE:

ISSUE NO.:

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DESCRIPTION:

ISSUED FOR CITY REVIEW

DATE:

02/05/2021

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LICENSURE NO.:

DATE:

PROJECT NO.: 2294-0031

DWN BY: SJB CHK'D BY: NPW APP'D BY: KCT

ISSUE DATE: 02/05/2021

ISSUE NO.: 0

SHEET TITLE:

PROPOSED LAYOUT

GLEASON PARKWAY

SHEET NO.:

C-605

NOT FOR CONSTRUCTION

STAFF REPORT

Agenda Item 9c.

| | |
|--|-------------------------------------|
| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: Appraisal Report – City Center Drive & 79 th Place Improvements Feasibility Study | Action Required: Approval |

Summary:

On January 28, 2021, the City Council approved a proposal to complete a feasibility study related to the proposed City Center Drive & 79th Place Improvements. Part of that feasibility study includes the financial impact of the project which will likely include an assessment of benefit to the adjacent property to the south. Staff is requesting authorization to engage an appraiser to obtain an appraisal report to better understand that benefit.

Staff is recommending an appraisal report be obtained for the property south of City Hall at 7801 Maple Hill Road as the proposed project would provide public street access to that property that doesn't currently exist. Staff is not recommending obtaining an appraisal report for the property at 7938 County Road 116 as this project would not provide access to that property.

Financial/Budget:

The cost to complete an appraisal report will be between \$1,000 and \$2,000 based upon similar quotes from past projects. The cost will be paid out of the project fund.

Options:

1. Authorize staff to obtain an appraisal report from Nagell Appraisal & Consulting for the property at 7801 Maple Hill Road.
2. Direct staff to not obtain an appraisal report.
3. Send back to staff for further review.

Recommendation:

Authorize staff to obtain an appraisal report from Nagell Appraisal & Consulting for the property at 7801 Maple Hill Road.

Council Action:

Consider a motion to authorize staff to obtain an appraisal report from Nagell Appraisal & Consulting for the property at 7801 Maple Hill Road.

Attachments:

- Property Map – 7801 Maple Hill Road
- Proposed Improvements



Hennepin County Property Map

Date: 3/2/2021



PARCEL ID: 2411923340002

OWNER NAME: Corcoran Land Llc

PARCEL ADDRESS: 7801 Maple Hill Rd, Corcoran MN 55340

PARCEL AREA: 73.54 acres, 3,203,540 sq ft

A-T-B: Torrens

SALE PRICE: \$2,767,000

SALE DATA: 04/2004

SALE CODE: Vacant Land

ASSESSED 2019, PAYABLE 2020

PROPERTY TYPE: Farm

HOMESTEAD: Non-Homestead

MARKET VALUE: \$410,200

TAX TOTAL: \$4,744.32

ASSESSED 2020, PAYABLE 2021

PROPERTY TYPE: Farm

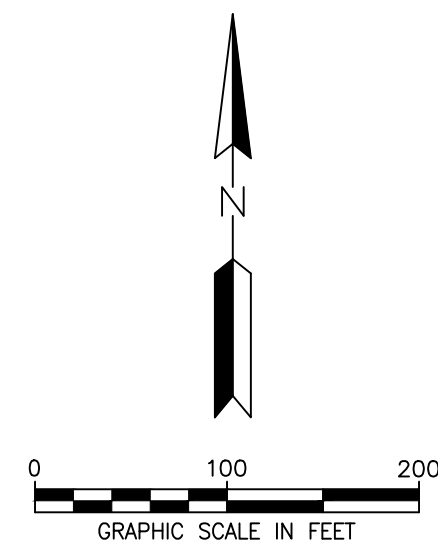
HOMESTEAD: Non-homestead

MARKET VALUE: \$421,400

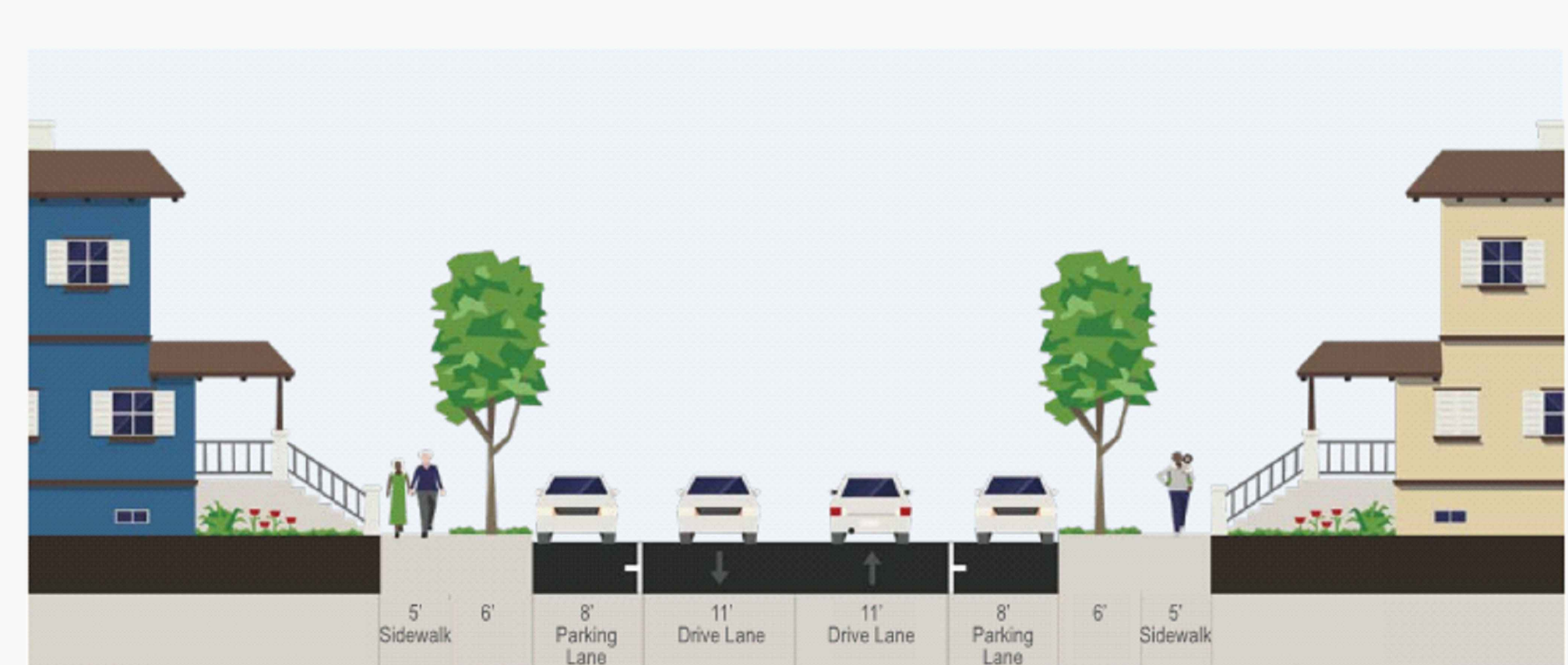
Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

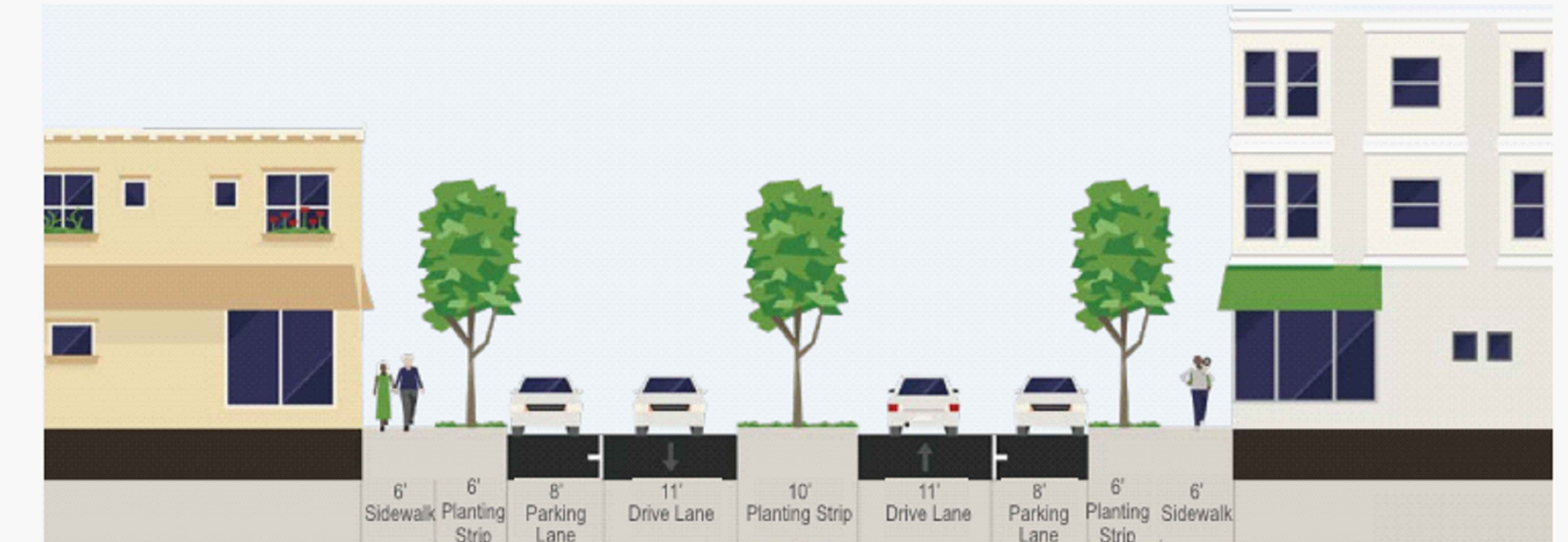
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- NOTES:
- PONDS
 - 936 BTM/TOP OF FILTER MEDIA.
 - 2:1 SLOPE TO HWL (941)
 - 10:1 SAFETY BENCH
 - MSA STANDARDS
 - ALIGNMENT IS BASED ON MSA STANDARDS FOR 40 MPH ROAD
 - ASSUMED CROWNED ROAD
 - CAN TIGHTEN RADIUS BY ADDING SUPER ELEVATION
 - TURN LANES
 - PROPOSED EXPANSION ON WEST SIDE TO AVOID POWER POLES
 - WILL LIKELY NEED GRADING EASEMENTS
 - NO RIGHT SOUTH RIGHT TURNS PROPOSED



Connector Street. The Connector Street has a 60-foot right-of-way and prioritizes movement across the community. Setbacks vary by district, but the frontage is consistently a sidewalk in the throughway and a turf boulevard with regularly spaced overstory and tall ornamental trees.



Parkway Street. This tree lined street has a 72-foot wide right-of-way and a center median with trees. The median may have turf or perennials and shrubs depending on the surrounding context. Parkway at the entrance to a neighborhood or district are logical places for upgrading the median plantings to perennials and shrubs with trees. In special cases, the median may be depressed and function as a stormwater amenity. In this case, upgraded plantings are advised. The City Engineer may reduce or eliminate on-street parking for this street type outside the Town Center depending on the surrounding context.

ST. THERESE CONCEPT

Prepared For:
CITY OF CORCORAN
 8200 COUNTY ROAD 116
 CORCORAN, MN 55340

| | |
|-------------|--|
| Issue # | |
| Date | |
| Description | |

PRELIMINARY
 NOT FOR CONSTRUCTION

| | |
|--------------|------------|
| Project #: | 2294-0050 |
| Drawn By: | NPW |
| Issue Date: | 04/25/2019 |
| Issue #: | 0 |
| Sheet #: | |
| Sheet Title: | CONCEPT 1 |

STAFF REPORT

Agenda Item 9d.

| | |
|---|-------------------------------------|
| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: Purchase Agreement Amendment – PID 12-119-23-22-0001 | Action Required: Approval |

Summary:

In 2020 the City Council approved a purchase agreement for the future well and treatment site at PID 12-119-22-23-0001. The agreement included a blank exhibit to be completed as well as a 30-day required closing timeline following planning approvals.

Due to slower than anticipated plat review from Hennepin County, staff is unable to close within the 30-day period. Additionally, the blank exhibit should be completed. Staff requests the Council approve an amended agreement as well as a resolution authorizing the closing to take place. The City Attorney is currently drafting these documents which will be sent to Council before the meeting.

Financial/Budget:

The purchase price is outlined on pages two and three of the agreement. The Water Fund will be responsible for costs to purchase the property.

Options:

1. Approve an amended purchase agreement and resolution authorizing closing.
2. Send back to staff for further review.

Recommendation:

Approve an amended purchase agreement and resolution authorizing closing.

Council Action:

Consider a motion to approve an amended purchase agreement and resolution authorizing closing.

Attachments:

1. Purchase Agreement

PURCHASE AGREEMENT

THIS AGREEMENT (the "Agreement") made and entered into this 27th day of February 2020, by and between the City of Corcoran, a Minnesota municipal corporation ("City/Buyer") and Brian L. Lothar and Jacqueline K. Lothar, ("Sellers"), the City and Sellers are sometimes collectively referred to herein as the "parties"; that the effective date of this Agreement shall be when all parties have executed the Agreement.

RECITALS

1. The Sellers are fee owners of real property located in the City of Corcoran, Hennepin County, Minnesota as follows:

PID 12-119-23-22-0001

Lot 1, Block 1, Hunters Place, according to the recorded plat thereof, Hennepin County, Minnesota (the "Subject Parcel").
2. Buyer is interested in evaluating and potentially purchasing fee simple title to a portion of the Subject Parcel for well site and water treatment plant occupation (the "Project") and potentially purchasing additional access and drainage and utility easements on the Subject Parcel to facilitate the construction and operation of a potential well site (such portions of the Subject Parcel are herein referred to as the "Property").
3. Buyer conditionally agrees to purchase and Sellers agrees to sell the Property to Buyer, on a per square foot basis and at a rate based upon the interest in land transferred, as described in the attached Exhibit A (which may be amended by upon mutual agreement of Buyer and Seller), subject to the terms and conditions of this Agreement.
4. Buyer is purchasing Property for a public purpose, to-wit: City of Corcoran well and water treatment plant site.
5. Sellers acknowledge that the consideration contemplated in this Agreement is fair compensation for the Property.

NOW, THEREFORE, the parties hereto agree as follows:

1) **Buyer's Option to Purchase the Property.**

- a. Prior to execution of the Agreement, Buyer and Sellers have agreed to the terms of, and executed, a right of entry agreement to allow Buyer to enter the Subject Parcel and conduct an investigation into the feasibility of Buyer's intended use for the Property (the "ROE Agreement"). As a condition of this Agreement, Sellers agree to continue to permit Buyer to enter the Subject Parcel, pursuant to paragraph 11 of this Agreement, to conduct such investigation and, to the extent not inconsistent with this right assigned to Buyer, the parties agree that the terms of that ROE shall remain in effect until Closing.
- b. On or before July 31, 2020, Buyer shall notify Sellers, in writing, whether the results of Buyer's investigation dictate that Buyer desires to proceed to an evaluation of the title of the Property and otherwise conduct its due diligence evaluation of the Property (herein "Buyer's Due Diligence Commencement Notice"). Should Buyer notify Sellers that Buyer declines to proceed or should Buyer fail to notify Sellers of its intent to proceed, Buyer shall be deemed to have declined to purchase the Property and Buyer and Sellers shall have no further obligation to one another.
- c. Should Buyer timely provide Buyer's Due Diligence Commencement Notice to Sellers and therein indicate an intent to proceed, the parties shall proceed with the Due Diligence process contemplated within this Agreement including, but not limited to, the processes outlined in paragraphs 4 and 9 of this Agreement. Thereafter, subject to the terms of this Agreement, the Buyer agrees to purchase and the Sellers agree to sell and transfer to Buyer the real property interests described above and within this Agreement and its Exhibit A as the Property.

2) As consideration for sale of the above described Property, the sufficiency of which is hereby acknowledged by Sellers, Buyer agrees to pay Sellers the rates below for the designated interests, as delineated within Exhibit A, as it may be amended:

- a. \$0.80/square foot for those portions of the Subject Parcel which Buyer purchases in fee simple title or which Buyer purchases as easement and said easement results in a 100% loss in value of that portion of the Subject Parcel; and
- b. \$0.40/square foot for those portions of the Subject Parcel which Buyer purchases for permanent access and/or drainage or utility easements and

such easements do not result in a 100% loss in value of that portion of the Subject Parcel; and

- c. \$0.08/square foot for those portions of the Subject Parcel which Buyer purchases for a one year construction easement. The term of such construction easement shall commence on the date of Closing. Buyer reserves the right to purchase from Sellers an extended construction easement term of up to one additional year, at the rate of \$0.08/square foot per year or any portion thereof on a pro rata basis.

Upon provision of Buyer's Due Diligence Commencement Notice, as defined above, Buyer and Sellers shall mutually agree on the parameters and interests in land that are to be purchased within the Subject Parcel. Buyer shall pay Sellers for the interests in land delineated within Exhibit A, as it may be amended, via cash at Closing. Though the final parameters of the interests purchased will be agreed upon after the initial execution of this Agreement and prior to Closing, Sellers agree that Buyer will have an option to purchase, but not an obligation, a contiguous portion of the Subject Parcel up to 3 acres in size (or larger, by mutual agreement) and additionally any and all access, drainage and utility and temporary construction easements which Buyer determines are reasonably necessary to facilitate the construction and operation of the Project.

As additional consideration for the sale of the Property, Buyer further agrees to pay Sellers a flat fee of \$10,000 at Closing as full compensation for any loss of access on the Subject Parcel that is caused by Buyer's contemplated uses.

- 3) **Closing.**
The Closing of this transaction shall occur after the completion of all Due Diligence/inspection/contingency periods contemplated by this Agreement and within thirty (30) days after formal approval is granted by the City of Corcoran to plat the Property as contemplated in Section 9(c) of this Agreement, at the offices of the title company retained by Buyer or at a different location mutually agreeable to the parties.
- 4) **Evidence of Title.**
Sellers shall provide, within twenty (20) days of the Buyer's Due Diligence Commencement Notice advising Sellers of Buyer's intent to proceed, a title commitment from a title company of Buyer's choice. The title commitment shall be in an amount satisfactory to cover the value of the Property transferred to the Buyer. The title commitment will permit the title company to insure the title to the Property, subject only to permitted encumbrances. The following matters are permitted encumbrances:

- a) The lien of real estate taxes and pending special assessment not yet due and payable subject to the proration and allocation provisions herein;
 - b) Federal, state and municipal laws, ordinances, rules and regulations;
 - c) Any item shown on the title commitment, timely disclosed to Buyer, and not objected to by the Buyer, including but not limited to all easements, covenants, restrictions, conditions, and declarations of record; and
 - d) Minerals and mineral rights, if any.
- 5) **Buyer's Objections.**
Buyer shall, within twenty (20) days after receiving a title commitment, make written objections ("objections") to the form and content of the title commitment. Failure to make objections within such timeframe will constitute a waiver of objections. Any matter shown on the title commitment and not objected to by the Buyer shall be a "permitted encumbrance" subject to this Agreement. The Sellers will have thirty (30) days after receipt of the objections to cure the objections, during which period the Closing will be postponed as necessary. If the objections are not cured within thirty (30) days, the Buyer may terminate this Agreement or proceed to Closing and waive the objections.
- 6) **Representation of Sellers.**
Sellers represent and warrant to the Buyer as follows:
- a) That Sellers are fee owners of the Subject Parcel and all portions of the Property identified in this Agreement and have the right to convey the Property as identified in this Agreement.
 - b) Liens. As of the date of Closing, all payments will have been made for all labor and materials furnished to premises by or on behalf of the Sellers.
 - c) Sellers warrant that the Property has not been used for the storage of hazardous substances or petroleum products and, as of the date of this Agreement, is not aware of any facts, the existence of which would constitute the violation of any local, state or federal environmental law, regulation or review procedure which would give any person a valid claim under the Minnesota Environmental Rights Act or the Federal Comprehensive Environmental Response, Compensation, and Liabilities Act.

- d) That Sellers have not entered into any other contracts for the sale, lease or use of the Subject Parcel or the Property identified in this Agreement, nor as of the date of Closing will there be any first rights of refusal or options to purchase the same.
 - e) Sellers have no existing tenants or leases related to the Subject Parcel or the Property.
- 7) **Personal Property.** No personal property is being transferred to Buyer as part of this purchase and sale.
- 8) **Obligations of Sellers.**
- a) Within five (5) days of execution of this Agreement, Sellers shall provide Buyer with all survey information in their possession.
 - b) Within five (5) days of execution of this Agreement, Sellers shall provide Buyer with any Phase I or other environmental reports in Sellers' possession.
 - c) Sellers shall deliver the Property at Closing in a clean condition, free of debris and the personal property of Sellers.
- 9) **Inspection Period and Contingencies.**
- a) Buyer shall have one hundred and twenty (120) days from the date of Buyer's Due Diligence Commencement Notice to determine, in Buyer's sole discretion, whether the Property is suitable for Buyer's intended use. ("Due Diligence").
 - b) If, during the Due Diligence period, Buyer determines that the Property is not suitable for its intended use or otherwise determines, in Buyer's sole discretion, not to proceed with the acquisition and improvement of the Property, Buyer may elect to terminate this Agreement, at which time neither parties shall have any further obligation to the other.
 - c) Within one hundred and twenty (120) days of the earlier of: 1) written notice from Buyer to Seller that Buyer has determined that it desires to close the transaction, or 2) upon expiration of the Due Diligence period without termination by Buyer; Buyer shall prepare, and Seller shall formally consent to, a fully completed application to formally split the Property from the Subject Parcel, and Buyer shall thereafter diligently pursue City approval of the same. Seller shall provide any and all required authorizations to allow Buyer to seek such formal approval, but all costs associated with the application shall be borne by Buyer.

- 10) **Taxes – Special Assessments.**
Sellers shall pay all special assessments, existing or pending, on the date of Closing on Property. Buyer and Sellers agree to pro rate real estate taxes on the Property for 2020 as of the date of Closing. Sellers shall be responsible for real estate taxes, if any, in 2019 and prior to 2019.
- 11) **Right of Entry.**
The Buyer and its duly authorized agents shall have the right during the period from the effective date of this Agreement until Closing, to enter in and upon the premises in order to make, at Buyer's expense, inspections, soil tests or other tests that Buyer deems necessary. The Buyer agrees to restore any resulting damage to the premises and to indemnify and hold harmless and defend Sellers from any and all claims by third persons of any nature whatsoever arising from Buyer's right of entry hereunder, including all actions, suits, proceedings, demands, assessments, costs, expenses and attorney's fees.
- 12) **Closing Documents/Requirements.**
Sellers shall execute and deliver to the Buyer the following:
- a) Marketable Limited Warranty Deed for the Property.
 - b) Sellers' Affidavit. A standard form affidavit by Sellers indicating that on the date of Closing there are no outstanding, unsatisfied judgments, tax liens, or bankruptcies against or involving Sellers or the Property identified in this Agreement; that there has been no skilled, waiver or material furnished to the Property for which payment has not been made or for which mechanic's liens could be filed; and that there are no other unrecorded interests in the Property.
 - c) Well Disclosure. A Well Disclosure Statement in form and substance appropriate for recording.
 - d) Certification. A Certification that the representations and/or warranties made by the Sellers are the same as were in existence on the date of this Agreement.
 - e) Payment by Buyer. Buyer shall pay the purchase price in cash at Closing.
 - f) Other Documents. All other documents reasonably determined by either party or the title company to be necessary to transfer and provide marketable title for the Property identified in this Agreement.

g) Closing Costs. Sellers shall pay for the cost of the title commitment; and Buyer shall pay for the title insurance premium. Sellers shall pay for transfer taxes, state deed taxes and real estate commissions, if any. Buyer shall pay for recording costs. Closing costs and escrow fees to be divided 50/50 between Buyer and Sellers.

13) Miscellaneous.

a) Survival. All of the terms, covenants, conditions, representations, warranties and agreements contained in this Agreement shall survive and continue in force and effect and shall be enforceable after the Closing.

b) Notices. Any notice or election required or permitted to be given or served by any party hereto upon any other shall be deemed given or served if personally delivered to an officer of the party to be notified or if mailed by US registered or certified mail, postage prepaid return receipt requested, or sent by reputable overnight courier, to the property address as follows:

If to City/Buyer: City Administrator
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Copy to: John J. Thames, Esq.
Carson, Clelland & Schreder
6300 Shingle Creek Parkway, Suite 305
Minneapolis, Minnesota 55430

If to the Sellers: Brian and Jacqueline Lother
10110 County Road 116
Corcoran, MN 55374

Except as otherwise expressly provided herein, each such notice shall be deemed to have been received by, or served upon, the party to whom addressed on the date on which is three (3) days after the date upon which the same is deposited in the US registered or certified mail, postage prepaid, return receipt requested, properly addressed and if served personally or sent by reputable overnight courier, on the date of service or delivery. Should any party hereto change its address, notice of address change must be to the other party before the change of address is effective.

c) Entire Agreement; Modification. This written Agreement constitutes the entire and complete agreement between the parties hereto and supersedes any prior oral or written agreements between

the parties hereto with respect to the Property. It is expressly agreed that there are no verbal understandings or agreement which in any way change the terms, covenants or conditions herein set forth, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless in writing and duly executed by the parties hereto.

- d) Binding Effect. All covenants, agreements, warranties and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. When used herein, the singular shall include the plural, the plural shall include the singular, and the use of one gender shall include all other genders, as and when the context so requires.
- e) Controlling Law. This Agreement has been made and entered into under the laws of the State of Minnesota and said laws shall control the interpretation enforcement hereof.
- f) Brokerage. Buyer and Sellers acknowledge and agree that there is no broker involved in this transaction. Any broker fees shall be the exclusive responsibility of the party who retained the broker.

(Signatures on following pages)

SELLERS:

Dated: March 5, 2020

By: Brian L. Lothner
Brian L. Lothner

Dated: March 5, 2020

By: Jacqueline K. Lothner
Jacqueline K. Lothner

STATE OF MINNESOTA)
) ss.
COUNTY OF Hennepin)

The foregoing instrument was acknowledged before me this 5th day of March, 2020, by Brian L. Lothner and Jacqueline K. Lothner, to me known to be the persons described herein and who executed the foregoing instrument and acknowledged that he/she executed the same as his/her free act and deed.

[Signature]
Notary Public



THIS INSTRUMENT WAS DRAFTED BY:
John J. Thames, Esq.
CARSON, CLELLAND & SCHREDER
6300 Shingle Creek Parkway, Suite 305
Minneapolis, MN 55430
763-561-2800

EXHIBIT A

“Property” Description

That portion of the Subject Parcel which is delineated and legally described below.

[Include depiction and delineation of Property]

[Include legal for all easements below]

Total square footage in fee simple: _____

Total square footage in access and drainage and utility easement: _____

Total square footage in temporary construction easement: _____

Temporary construction easement shall expire: _____

STAFF REPORT

Agenda Item 10a.

| | |
|--|-------------------------------------|
| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: 2021 Mission, Vision, Values, Core Strategies, Short-Term Goals, and Action Steps | Action Required: Approval |

Summary:

The City Council held work sessions on January 20 and February 3, 2021 to review and update the City's mission, vision, values, core strategies, short-term goals. The next step for the Council is to provide final edits and adopt final versions of those items, including action steps.

The first item attached to this report is a recap from the facilitator. Staff has made a couple edits based upon feedback from the Council. It is requested that Council provide final feedback on the mission, vision, and values.

The second item attached to this report is a draft document with Core Strategies, Short-Term Goals, and Action Steps. Council should provide final direction on these items in order for staff to meet those objectives.

Financial/Budget:

Action steps for some items will have a financial impact and will be reviewed as they come to the Council for consideration. Many of the items are planning in nature without costs in 2021. Staff will incorporate items into the draft of the 2022 budget.

Options:

1. Provided final details and adopt the mission, vision, values, core strategies, short-term goals, and action steps for 2021.
2. Send back to staff for further review.

Recommendation:

Provide final details and adopt the mission, vision, values, core strategies, short-term goals, and action steps for 2021.

Council Action:

Provide final details and adopt the mission, vision, values, core strategies, short-term goals, and action steps for 2021.

Attachments:

1. Corcoran Strategic Plan Recap
2. 2021 City of Corcoran Core Strategies, Short-Term Goals, and Action Steps

Corcoran Strategic Plan

Vision and Long-Term Core Strategies

Mission and Values

Short-Term Goals

The City of Corcoran City Council and Staff Leadership Team convened two successive worksessions on January 20, 2021 and February 3, 2021 to discuss the direction of the City and its organizational priorities. This process established the basis for a strategic planning document to guide the City in the coming years. The outcomes of this session focus on the long-term strategies that will guide the City to accomplishing its vision, the organizational practices and values that will serve as a basis for conducting work, and the short-term organizational goals that will be the critical directives in the coming years.

Attendees

Tom McKee, Mayor

Jeremy Nichols, City Council

Jonathan Bottema, City Council

Alan Schultz, City Council

Manoj Thomas, City Council

Brad Martens, City Administrator

Jessica Beise, Administrative Services Director

Matt Gottschalk, Director of Public Safety

Kevin Mattson, Public Works Director

Phil Kern, Facilitator

Vision Statement

The City of Corcoran will become a vibrant, connected community while focused around preserving its natural character and agricultural roots.

The vision statement serves as a long-term organizational directive. Its purpose is to establish an organizational philosophy that is served by a series of core strategies which collectively contribute to the accomplishment of the vision statement.

Core Strategies

The core strategies provide an outline of the top organizational priorities. Above all, these statements highlight the key priorities of the City's Leadership Team and provide a basis for decision-making, including both big picture policy, funding, and program decisions as well as day-to-day staff actions.

The process for establishing the core strategies did yield discussion items that should be revisited by the Council prior to final adoption. The recommendation below represents an attempt to codify the general discussion of the worksession, however, some individual proposals are not entirely reflected. Ultimately, the process of establishing core strategies requires consensus building amongst the members and the outline below is an attempt at compromise within those interests.

The five strategies speak to core statements of philosophy - first and foremost that the identity of the community is important. In terms of government actions, the focus is established around the core of safety, amenities, and excellence in providing core services. Additionally, the City will approach development to be responsive to business needs and seek high quality, market-driven growth.

Core Strategy #1: Enhancing Corcoran's sense of place and identity

- a. Engage residents through proactive outreach and communication
- b. Provide and/or support high quality community events for community gathering
- c. Identify and develop a place where people identify with Corcoran

Core Strategy #2: Provide diverse community amenities and recreational opportunities

- a. Plan for and provide multi-seasonal and multi-use trail and park systems
- b. Provide high quality parks that are unique, innovative, and accessible

Core Strategy #3: Maintain excellence in safety and security for our community

- a. Promote public safety engagement with the community
- b. Maintain position as one of the safest cities in MN

Core Strategy #4: Ensure high quality, market-driven growth

- a. Be innovative in molding market forces and organic growth into community
- b. Protect natural character, environmental features, and agricultural roots
- c. Preserve our distinguishing features through market-driven development
- d. Be responsive to the needs of businesses, both current and prospective

Core Strategy #5: Provide high quality, innovative municipal services

- a. Maintain fiscal stability and affordability
- b. Perform exceptionally within the structure of limited government services
- c. Excel at managing change

Mission and Values

Mission Statement:

The City of Corcoran will provide high quality public services in a cost effective, responsible, collaborative, and professional manner in order to create a preferred environment to live, work, play, and conduct business

The mission statement is the first part of the organizational statement that addresses the manner in which the City will conduct its business. The process of working towards the vision and core strategies is important work and it is the mission that outlines how the City will perform its operations. It is a commitment to the community and statement of clarity for staff regarding the method in which the organization seeks to act. By conducting its

business consistent with its mission and focusing on its core strategies, the City will move toward accomplishing the vision it has established.

Values Statements:

The following values are fundamental to the City of Corcoran's success and the fulfillment of our mission:

Honesty, Ethics, Integrity

We believe that honesty, ethics, and integrity are the foundation blocks of public trust and confidence.

Community Pride and Partnership

We believe in creating a strong sense of community through partnerships with civic organizations, school districts, and local businesses.

Efficient and Effective Service Delivery

We believe providing services to residents and businesses in an efficient and effective manner makes government easier to work with and creates a business-friendly environment.

Community Safety

We will protect the community by maintaining or improving safety through police and fire protection by investing and maintaining the infrastructure of the City.

Fiscal Responsibility

We believe that the prudent stewardship and opportunistic investment of public funds is essential for confidence in government and to position the City for future success.

~~Adaptable and Proactive Leadership~~ Transparency

We believe that an open, honest, and proactive community communication is essential for an informed and involved citizenry. Processes and decision-making should ~~be adaptable and proactive when dealing with citizens.~~ proactively inform and educate citizens in order to receive feedback.

Responsible Decision Making

We believe it is the responsibility of the City to address difficult issues now in order to avoid larger, more difficult issues in the future.

Short-Term Goals

With the long-term focus established and the manner in which the organization intends to conduct its business determined, the Leadership Team turned its focus to brainstorming key priorities to accomplish in the coming 2-3 years. The process encouraged the brainstorming of SMART goals - specific, measurable, attainable, relevant, and time-bound - and objectives that would support the core strategies and vision. Following the brainstorming process, a prioritization process was used to develop the following list of high priority and priority goals:

High Priority

1. Develop a long-term financial model, including future revenue forecasts and comprehensive infrastructure financial planning
2. Complete review of specific sections of the City Code, including zoning ordinances to increase incentives to incorporate the vision and northeast district design guidelines
3. Facilitate expansion of broadband coverage in the City
4. Develop a staffing needs and compensation plan, including review of job descriptions
5. Digitize and implement technology improvements to reduce costs and increase efficiency, including asset management programs
6. Develop and implement the workplan for Fire services
7. Evaluate strategic opportunities to bring contract services in-house
8. Development of an economic development marketing and business development plan
9. Encourage the Planning Commission to explore long-term issues

Priority

1. Develop and implement City parks and trails plan
2. Further develop and implement water improvement plan
3. Develop opportunities and strategies for increasing public involvement
4. Increase percentage of meeting time/agenda on citizen-related topics compared to development. Increase focus on non-time sensitive community issues that are not development-driven.
5. Review options for infrastructure revenue increases
6. Work with civic groups to create additional community events

The next step in the goal setting process is to work within each of these short-term goals to develop action plans and the establishment of benchmarks to measure progress. In doing so, the focus should be on framing each of these statements and objectives as a SMART goal. The goals should then be revisited from time-to-time as an accountability measure for both the Council and staff.

Additionally, finding ways to integrate the goals into the organizational processes also helps to develop success. Building on the methods in which Corcoran has been successful in the past is recommended, along with exploring new methods of keeping the goals on the forefront of the leadership team's efforts. It was a pleasure to assist the City of Corcoran in this process and I wish you well in the coming years.

Respectfully submitted,

Phil Kern, Facilitator



CITY OF CORCORAN

2021 City of Corcoran Core Strategies, Short-Term Goals, and Action Steps

High Priority
Priority
Council additions

| | | |
|--|---|---|
| Core Strategy Enhancing Corcoran's sense of place and identity. | | |
| Strategic Objectives <ol style="list-style-type: none"> Engage residents through proactive outreach and communication. Provide and/or support high quality community events for community gathering. Identify and develop a place where people identify with Corcoran. | Short-Term Goals <ol style="list-style-type: none"> Develop opportunities and strategies for increasing public involvement. Increase percentage of meeting time on non-time sensitive community issues. Work with civic groups to create additional community events. | Action Steps <ol style="list-style-type: none"> Add "get to know" section to newsletter to highlight local businesses. Add section to each newsletter highlighting the activities of the parks & trails commission, planning commission and garden club Schedule monthly work sessions to focus on non-time sensitive community issues before the first meeting of the month. ?? |
| Core Strategy Provide diverse community amenities and recreational opportunities. | | |
| Strategic Objectives <ol style="list-style-type: none"> Plan for and provide multi-seasonal and multi-use trail and park systems. Provide high quality parks that are unique, innovative, and accessible. | Short-Term Goals <ol style="list-style-type: none"> Develop and implement the City parks and trails plan | Action Steps <ol style="list-style-type: none"> Complete a County Road trail corridor feasibility study. Seek funding for phase 1 City Park improvement project. Finalize details to complete the Wildflower Park project. |
| Core Strategy Maintain excellence in safety and security for our community. | | |
| Strategic Objectives <ol style="list-style-type: none"> Promote public safety engagement with the community. Maintain position as one of the safest cities in Minnesota. | Short-Term Goals <ol style="list-style-type: none"> Develop and implement the work plan for fire services | Action Steps <ol style="list-style-type: none"> Present fire service work plan to Council for adoption; incorporate into 2022 budget |

Commented [BM1]: Staff recommends not adding this portion as it requires a staff determination of what business to include and a competition of sorts for staff to manage.

Commented [BM2]: Is there an action step associated with "Work with civic groups to create additional community events".

| Core Strategy | | |
|---|---|---|
| Ensure high quality, market driven growth. | | |
| Strategic Objectives | Short-Term Goals | Action Steps |
| <ol style="list-style-type: none"> 1. Be innovative in molding market forces and organic growth into the community. 2. Protect natural character, environmental features, and agricultural roots. 3. Preserve our distinguishing features through market driven development. 4. Be responsive to the needs of businesses, both current and prospective. | <ol style="list-style-type: none"> 1. Complete review of specific sections of the city code, including the zoning ordinances to increase incentives to incorporate the vision of the City. 2. Update northeast district design standards 3. Facilitate expansion of broadband coverage in the City 4. Development of an economic development marketing and business development plan 5. Encourage and empower the Planning Commission to explore long-term issues and propose actions. | <ol style="list-style-type: none"> 1. Approve ordinance update work plan, begin review. 2. Obtain proposal to update northeast district design standards. 3. Review geographical gaps in high speed internet availability. 4. ?? 5. ?? |

Commented [BM3]: Is there an action step related to the "Development of an economic development marketing and business development plan"?

Commented [BM4]: Is there an action step related to "Encourage and empower the Planning Commission to explore long-term issues and propose actions"?

| Core Strategy | | |
|--|--|---|
| Provide high quality, innovative municipal services. | | |
| Strategic Objectives | Short-Term Goals | Action Steps |
| <ol style="list-style-type: none"> 1. Maintain fiscal stability and affordability. 2. Perform exceptionally within the structure of limited government services. 3. Excel at managing change. | <ol style="list-style-type: none"> 1. Develop a long-term financial model, including a future revenue forecasts and comprehensive infrastructure planning 2. Develop a staffing needs and compensation plan; including review of job descriptions 3. Digitize and implement technology improvements to reduce costs and increase efficiency 4. Evaluate strategic opportunities to bring contract services in-house 5. Develop and implement the northeast water infrastructure plan 6. Review options for infrastructure revenue increases. | <ol style="list-style-type: none"> 1. Hire finance manager; enhance five-year financial management plan to a 10-year plan 2. Update five-year staffing plan; adopt a compensation philosophy and complete a compensation review. 3. Implement new software system for finance/administration; continue process of scanning files to Laserfiche. 4. Review planning engineering demand for potential internal staff additions to reduce contract hours. 5. Review engineering demand for potential internal staff additions to reduce contract hours. 6. Seek financing assistance from the Public Facilities Authority; finalize finance plan; site water tower location; continue design and planning to be operational in late 2022/early 2023. 7. ?? |

Commented [BM5]: Is there an action step related to "Review options for infrastructure revenue increases"?

STAFF REPORT

Agenda Item 10b.

| | |
|--|--------------------------------------|
| Council Meeting: March 11, 2021 | Prepared By: Kevin Mattson |
| Topic: MS4 Stormwater Permit Work Plan | Action Required: Approval |

Summary:

The Minnesota Pollution Control Agency (MPCA) issued the new MS4 Phase 2 General Permit on November 16th, 2020. In Minnesota, cities are required to hold this permit when their population exceeds 5,000.

Initially, Wenck completed a gap analysis between our current MS4 program and requirements of the new permit. As summarized in the attachment, the list is significant with two primary deadlines.

- “High Priority” due April 15th, 2021
- “Low Priority” due Summer 2022

The “high priority” items are technical in nature and best suited at the staff level. The “low priority” items have potential policy and budget implications moving forward that will involve council direction.

The MPCA did not appropriately make communities aware of the specifics of the application form requirements or the level of effort that would be required to complete them until recently.

For example, the permit now requires a SWPPP and TMDL application which comprises 175 items and accompanying modeling information on the city’s progress on meeting it’s TMDL requirements.

The work will be led by Wenck/Stantec who will work closely with city staff.

Financial/Budget:

Staff had allocated \$15,000 in the 2021 budget under the general engineering line item for this permit renewal effort. Wenck estimates that an additional \$5,000 may be required to complete the unanticipated permit requirements.

Staff is proposing that the additional costs for this work be paid out of the 2021 general engineering budget resulting in a small budget overrun that could likely be offset elsewhere.

Staff is also pursuing a request for potential workload/resource assistance from the watershed at the next commission meeting.

Options:

1. Approve Wenck to complete the MS4 Stormwater Permit Work Plan as presented with the amended budget increase of \$5,000.
2. Send back to staff for further review.
3. Decline.

Recommendation:

Approve Wenck to complete the MS4 Stormwater Permit Work Plan as presented with the amended budget increase of \$5,000.

Council Action:

Consider a motion to approve Wenck to complete the MS4 Stormwater Permit Work Plan as presented with the amended budget increase of \$5,000.

Attachments:

1. Corcoran MS4 Gap Analysis – Summary and Recommendations

Corcoran MS4 Gap Analysis – Summary and Recommendations

- **HIGH PRIORITY, APRIL 15TH DUE DATE**

- **HIGH EFFORT**

- SWPPP application
- TMDL application
- MCM 4 Recommendations
 - Review ESC Ordinance
 - ESC Inspection SOP, ERPs, Inspection Forms
 - Site Plan review procedures/forms
- MCM5 Recommendations
 - Inventory all BMPs (public and private)
 - Site plan review procedures/forms
- MCM6 Recommendations
 - Inventory and assess all city owned facilities
 - Develop facility inspection forms and schedule
 - Develop/document TP and TSS pond effectiveness methodology
 - Develop Pond inspection and maintenance program
- TMDL Recommendations
 - Delineate TMDL watersheds
 - ID all BMPs, attribute BMPs
 - Develop reductions methodology (MPCA simple calc) and quantify reductions
 - Sum cumulative reductions, apply to WLA, ID remaining WLA
 - ID future projects (CIP, road improvements, watershed projects, development areas), estimate load reductions
 - Determine WLA compliance schedule

- **MEDIUM/LOW EFFORT**

- MCM 1 Recommendations
 - Create Public Education and Outreach Plan
- MCM 2 Recommendations
 - Post new permit, annual report, updated SWPPP to website
 - Post email address to submit comments on MS4 program, track submissions
- MCM 3 Recommendations
 - Develop IDDE SOPs, spill response, ERPs
 - Create dedicated IDDE Webmap and mapbooks
 - IDDE priority areas desktop analysis (incorporate into IDDE Webmap)
 - Conduct IDDE priority areas annual inspections
 - Review IDDE ordinance
- MCM 4 Recommendations
 - Post on website email to report construction site non-compliance. Track submissions and follow up
- MCM5 Recommendations
 - Post-construction BMP enforcement mechanism
 - Petition watershed to review rules to ensure compliance with new MS4 permit requirements

- **LOW PRIORITY, Summer 2022 DUE DATE**

- **HIGH EFFORT**

- SWPPP Development
 - MCM 3
 - Develop Salt Storage Ordinance
 - Incorporate IDDE into all inspection forms
 - MCM 4
 - Update ESC Ordinance to be in compliance
 - Mobile inspection forms, site tracker
 - MCM 5
 - Inventory of private BMPs
 - Post-construction ERPs
 - MCM 6
 - Salt Storage review
 - Snow and Ice Management Policy
 - TMDL
 - Bacteria inventory of potential sources
 - Bacteria reduction plan
 - Track chloride use
 - Annual winter maintenance assessment
 - Update calcs annual for annual report

- **MEDIUM/LOW EFFORT**

- Annual program review
 - MCM 1 and MCM 2
 - Annual public involvement activity
 - Join Watersheds Partners
 - Closer coordination with WMWA
 - MCM 6
 - Annual Salt Training

STAFF REPORT

Agenda Item 10c.

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| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: Work Session Schedule | Action Required: Call meetings |

Summary:

Staff is requesting the City Council call work sessions as follows:

- March 25, 2021 at 5:30 pm – Residential Zoning District Ordinance Updates
- April 8, 2021 at 5:30 pm – Staff Planning and Compensation Philosophy
- April 22, 2021 at 5:30 pm – Joint meeting with City Council and Planning Commission on Residential Zoning District Updates

In addition, staff is requesting direction from the Council on scheduling regular work sessions at 5:30 pm prior to the first meeting of the month through October. This is related to the goal of the City Council to increase the percentage of meeting time on non-time sensitive, community issues. Examples of topics for consideration are outlined below. Meetings could be cancelled at any time if desired by the City Council.

- Stormwater management
- Finance planning
- Long range facility planning
- Fire service planning
- Internet/broadband service level
- Economic development planning
- Contractual service review

Financial/Budget:

The financial impact of adding work sessions is likely minimal due to staff time being the largest share of the work.

Options:

1. Schedule work sessions on March 25, April 8, and April 22, 2021 at 5:30 pm; consider scheduling additional work sessions for May 13, June 10, July 8, August 12, September 9, October 14, 2021 at 5:30 pm.
2. Decline scheduling work sessions.

Recommendation:

In order to meet the goals of the City Council, staff recommends scheduling regular work sessions as outlined in the report.

Council Action:

Consider scheduling work sessions on March 25, April 8, May 13, June 10, July 8, August 12, September 9, and October 14, 2021 at 5:30 pm.

Attachments:

None

STAFF REPORT

Agenda Item 10d.

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| Council Meeting: March 11, 2021 | Prepared By: Brad Martens |
| Topic: Charter Commission Appointment Process | Action Required: Direction |

Summary:

Staff is requesting the City Council provide direction on the process for filling vacancies on the Charter Commission. Currently 6 commissioners are appointed (including Councilmember Thomas) due to the resignation of Dorothy Theis in November 2020.

Minnesota Statute 410.05 Subdivision 1 states "Any city may by charter provision fix the size of the charter commission at a figure which shall not be less than seven nor more than 15 members." The Corcoran Charter is silent on the number; however, the Charter Commission has in the past recommended having nine members.

The City has received two applications for consideration of appointment. At least one appointment should take place to get to the minimum of seven members. It is requested the Council establish the process for reviewing Charter Commission applications.

Financial/Budget:

Charter Commission members serve without compensation.

Options:

1. Schedule a special meeting to review applications by the entire Council.
2. Select a subcommittee of two Councilmembers to review applications.

Recommendation:

Staff recommends the Council use a subcommittee to review the applications.

Council Action:

Direct staff on the process for reviewing Charter Commission applications.

Attachments:

None

STAFF REPORT

Agenda Item 11a.

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| Council Meeting: March 11, 2021 | Prepared By: Director Matt Gottschalk |
| Topic: K9 Program Update | Action Required: Information |

Summary:

In July of 2020, the Police Department's canine handler went out on leave. In December of 2020, he separated employment with the City. Since the handler's separation in December, Zeke, the City's canine, has been spending time training and boarding at a facility in town.

Zeke's new department handler will be selected this summer. The Police Department has reserved a spot at McDonough K-9 for the upcoming canine handler training class starting in August. McDonough K-9 is the same company that Zeke was initially purchased and trained through.

Since Zeke has not worked in law enforcement since last July, staff was able to make arrangements for Zeke to board and train with McDonough K-9's spring class. This training will be important to get Zeke re-acclimated to law enforcement work. Starting on March 18th, Zeke will train with the McDonough K-9 instructors during their spring handler class. After Zeke has completed spring training, he will join his newly selected Corcoran handler and attend the fall handler class starting in August.

Financial/Budget:

The original cost for the purchase of Zeke and his training in 2018 was \$12,900 (not including staff time). The local boarding facility is currently providing boarding and training as an in-kind donation to the City. The boarding and training of Zeke during the McDonough K9 spring class will cost the City \$2,850. The fall handler training for Zeke and his new handler is anticipated to cost approximately \$5,000 (not including staff time).

Council Action:

Provide staff with feedback.

Attachments:

None

HENNEPIN COUNTY
MINNESOTA

To: City of Corcoran, Mayor and Council
From: Melissa Potter, Principal Residential Appraiser
Date: March 3, 2021
Re: 2021 Assessment and Board of Appeal and Equalization

The 2021 Open Book meetings will be held virtually on Tuesday, April 27th from 10 am-6:30 pm and Thursday, April 29th from 8 am-4:30 pm. Taxpayers can call the phone number on the notice to schedule an appointment for those dates. In preparation for the upcoming Open Book Meetings, please find the following data to help you.

Annual Quintile, Sales, and New Construction Reviews

Each year, one fifth of the properties in the city are reviewed and the records are updated. For the 2021 assessment we viewed the properties in North Central Corcoran and all properties with agricultural classifications. The viewing, reviewing, and statistical analysis of all sales that sold between October 1, 2019 and September 30, 2020 in the City of Corcoran were made.

Summary of the 2021 Assessment

Each year the estimated market values are analyzed along with sales data from the market. A recalculation of land and building values were made to all property types. The results of the adjustments for the following property types are:

| | | | |
|-----------------------|-------|------------|-------|
| Residential | +3.8% | Industrial | +7.8% |
| Residential Lakeshore | +3.8% | Commercial | +8.4% |
| Agricultural | +2.9% | | |

The City of Corcoran has a total market value of approximately \$1,225,783,100. This value includes \$98,448,000 in new construction improvements. The overall value net increase for all property types in the City of Corcoran is 5.38%. The gross increase is 14.58%.



The Open Book Processes

Value notices are scheduled to be mailed the beginning of March. Taxpayers with value or classification concerns should contact the assessor's office. During the initial conversation the property owner may discuss their concerns and review sales information with an appraiser. Many of the callers are satisfied after a conversation with an appraiser. If additional attention is necessary, the appraiser will review the property.

The City of Corcoran has decided to use the alternative method to the formal Local Board of Appeal and Equalization meeting held by the city council and mayor and hold an informal open book meeting. During an open book meeting, the valuation and classification issues are handled by the assessor's staff on a one-on-one basis with the property owner. The open book meeting allows property owners to address questions about their property assessment directly to the assessing staff.

Homeowners should still call the number listed on their value notice in March to address questions and set up an appointment prior to the open book meeting. If homeowners' concerns are addressed prior to the open book meeting and the homeowner is satisfied with the results, the homeowner would not need to attend the open book meeting. If the homeowner is unsatisfied with the results of their property value or classification after speaking with an assessor, they can appeal their value to the County Board of Appeal and Equalization.

The County Board of Appeal and Equalization will begin meeting on June 14, 2021. All requests for appointments at the County Board must be received by May 21, 2021. To make an appointment, taxpayers should call 612-348-7050.

If you have any questions or concerns, please contact Melissa Potter at 612-998-5380.

City of Corcoran 2021 City Council Schedule

Agenda Item 12.

March 25, 2021

- Employee Recognition – Clyde Bechtold, 30 years
- Active Corcoran Planning Applications
- Cook Lake Rezoning, Preliminary Plat, and PUD
- Tavera Final Plat – 1st Addition
- Larson Interim Use Permit for Conditional Home Occupation Licence on CR 30
- Software RFP (finance, etc.)
- Easement Vacation – Refuge at Rush Creek
- Resolution for Meadow Trails (Dempsey property)
- Finance position job description
- Resolution Honoring Jeff Dickman – Planning Commission
- Recreational Vehicle Ordinance
- Appaloosa Woods Feasibility Study-approve/call PH
- Resolution Supporting Hennepin County Bridge Project
- County Road Trail Corridor Feasibility Study

April 8, 2021

- Fire Department Annual Reports
 - Hanover FD, Loretto FD, Rogers FD
- Bring Your Own Device Policy
- Northwest Trails Sponsorship Resolution
- Reschedule November 11, 2021 Council meeting
- Assessment Policy Review – Corcoran Trail East/West
- Discussion on Open Book meeting vs. Local Board of Appeals and Equalization (December 1 deadline)
- Code Enforcement overview/priorities: Continued city wide review, campaign sign discussion, home occupations (three year review of approved locations), accessory dwelling units, etc.
- Bridge Replacement Feasibility Study Report

April 22, 2021

- Active Corcoran Planning Applications
- Recruitment process – Maintenance Worker
- NAPA CUP, VAR and SP (city 21-004)
- Scherber Roll Off Conditional Use Permit and Site Plan
- Krominga Variance – 6433 Blue Stem
- Preliminary Plat, Variance, and Administrative Permit for Wright Hennepin Cooperative Electric Association