



CITY OF CORCORAN
Corcoran City Council Agenda
June 24, 2021 - 7:00pm

HYBRID MEETING OPTION AVAILABLE

The public is invited to attend the regular Council meetings at City Hall resuming June 24, 2021.

Meeting Via Telephone/Other Electronic Means

Call-in Instructions:

+1 312 626 6799 US

Enter Meeting ID: 886 6911 1923

Press *9 to speak during the Public Comment Sections in the meeting.

Video Link and Instructions:

<https://us02web.zoom.us/j/88669111923>

visit <http://www.zoom.us> and enter

Meeting ID: 886 6911 1923

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 – None**
7. **Consent Agenda**
 - a. Draft Minutes of June 10, 2021 Work Session Meeting*
 - b. Draft Minutes of June 10, 2021 Council Meeting*
 - c. Financial Claims*
 - d. Tobacco Renewal*
 - e. Temporary Liquor License – St. Thomas Church*
 - f. Resolution Accepting the Coronavirus Fiscal Recovery Fund*
 - g. 2021 Road Materials Bid Awards*
 - h. Amendment to Interim Ordinance 2021-415*
 - i. City Hall Remodel – Pay Request #7*
8. **Planning Business – Public Comment Opportunity**
 - a. Zoning Ordinance Amendment – Westside Tire*
 - b. Cain Road Vacation Commencement Request*
 - c. Consider Amendment to Section 1030.020 of the Zoning Ordinance*
 - d. Conditional Uses in Zoning Districts*
9. **Unfinished Business – Public Comment Opportunity**
 - a. Draft City Center Drive and 79th Place Feasibility Study*
10. **New Business – Public Comment Opportunity**
 - a. Stieg Road Transportation Improvements*
11. **Staff Reports**
 - a. Active Corcoran Planning Applications*
 - b. Pandemic Response Update
12. **2021 City Council Schedule***
13. **Adjournment**

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



CITY OF CORCORAN

MISSION

THE CITY OF CORCORAN WILL PROVIDE HIGH-QUALITY PUBLIC SERVICES IN A COST-EFFECTIVE, RESPONSIBLE, AND PROFESSIONAL MANNER IN ORDER TO CREATE A PREFERRED ENVIRONMENT TO LIVE, WORK, PLAY, AND CONDUCT BUSINESS.

VISION

THE CITY OF CORCORAN WILL BECOME A VIBRANT, CONNECTED COMMUNITY WHILE PRESERVING ITS NATURAL CHARACTER AND AGRICULTURAL ROOTS.

VALUES

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 and 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.

Transparency

We believe that open, honest, and proactive communication is essential for an informed and involved citizenry. Processes and decision making should include opportunities to educate citizens and 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.

CORE STRATEGIES

- *Enhance Corcoran's sense of place and identity.*
- *Provide diverse community amenities and recreational opportunities.*
- *Maintain excellence in safety and security for our community.*
- *Ensure high-quality, market-driven growth.*
- *Provide high-quality, innovative municipal services.*

ADOPTED MARCH 11, 2021

STAFF REPORT

Agenda Item 4.

Council Meeting: June 24, 2021	Prepared By: Brad Martens
Topic: Commission Representatives	Action Required: None – Informational

Summary:

The advisory commission representatives for the June 24th Council meeting are as follows:

- Planning Commission: Jim Shoulak
- Parks and Trails Commission: Val Nybo

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.corcoranmn.gov

Date: 6 / 24 / 21 Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: LOVELLA SCHANY
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: _____

Representing: _____

Address: 2214D OAKDALE DRIVE Telephone (optional): 612-991-7683

**Please note your public comment card will become part of the permanent record.
Please approach the podium to speak when called upon.**

Comments: ORDINANCE ENFORCEMENT

PUBLIC COMMENT CARD

Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.



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Date: ___ / ___ / ___ Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: Decky Jones
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: _____

Representing: _____

Address: 7800 Maple Hill Rd Telephone (optional): D17

Please note your public comment card will become part of the permanent record.

Comments: Code enforcement

PUBLIC COMMENT CARD

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Date: ___/___/___ Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: TIM BOSE
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: _____

Representing: _____

Address: 19625 Larkin Rd. Telephone (optional): _____

Please note your public comment card will become part of the permanent record.

Comments: conditional use zoning district comments

PUBLIC COMMENT CARD

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- Indicate if representing a group.
- Limit remarks to 5 minutes.



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Date: 6 12 12 Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: PAUL HELLER
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: 109

Representing: PALTE HOMES

Address: 7506 FLYING CLOUD DR. EPHEN MINN. Telephone (optional): 952-229-0722

**Please note your public comment card will become part of the permanent record.
Please approach the podium to speak when called upon.**

Comments: _____

PUBLIC COMMENT CARD

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- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.



CITY OF CORCORAN
City Council Work Session Minutes
June 10, 2021 – 5:30 pm

The Corcoran City Council met on June 10, 2021, in Corcoran, Minnesota. Pursuant to Minnesota Statute Section 13D.021 and due to the COVID-19 pandemic, the City Council and Planning Commission work session meeting was held remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee was present at City Hall. Councilor Nichols, Councilor Schultz, Commissioner Jacobs, Commissioner Vehrenkamp, Commissioner Shoulak, Commissioner Lanterman, and Commissioner Wu were present via telephonic or other electronic means. Councilor Bottema and Councilor Thomas were excused. Mayor McKee thanked everyone for their attendance at the work session.

City Administrator Martens and Administrative Services Director Beise were present at City Hall. City Planner Lindahl and Planner Davis were present via telephonic or other electronic means.

1. Call to Order / Roll Call

Mayor McKee called the work session to order at 5:30 pm.

2. City Council and Planning Commission Discussion – Residential Zoning District Ordinances

City Planner Lindahl outlined the proposed urban cluster ordinance. Council and Planning Commission discussed urban efficiency ordinance or urban conservation ordinance as possible titles for the ordinance. City Planner Lindahl reviewed past Council work session meetings regarding the urban cluster ordinance and noted preservation of open space was a goal identified by Council, with discussion of open space size requirements in exchange for project flexibility. City Planner Lindahl noted wetland exemption from open space within the RSF-2 district, impacts to lot sizes, and density goals 3-5 units per acre within the comprehensive plan. City Planner Lindahl reviewed 20 percent, 30 percent, and 40 percent open space areas examples within a development and impacts to housing type, lot size, setback impacts, development site minimum acreage, and garage restrictions. City Planner Lindahl noted the proposed urban cluster ordinance is a reference point for discussion. Council discussed the percentage of open space and how housing type is impacted, and reviewed lot width sizes regarding open space percentages. Council noted concern of cluster developments near large home developments and unintentionally creating a spotty type housing environment within residential districts in Corcoran. Council noted creating a standard regarding open space location within new developments; and open space and lot complications created from limits to open space areas. Council questioned if the same outcome could be achieved through a PUD rather than through a new ordinance. City Planner Lindahl noted the existing PUD ordinance could reflect the requirement of open space preservation. Council and Planning Commission discussed PUD's, zoning, and the negative aspect of open space preservation under 50 percent preservation and the open space only available to residents in the housing association. Council noted reviewing an ordinance option of pre-determining natural, high-quality resource areas for conservation, as opposed to requiring a certain percentage of open space areas. Council discussed a conservation subdivision with high-quality, natural resources and requiring the developer to preserve the high-quality, natural resource area. Planning Commission discussed the importance of preserving the natural resource areas and park dedication discounted fees to potential developers as an incentive in open space preservations areas with

public accesses. City Planner Lindahl noted budget implications to future park and trails land development in discounting park dedication fees. Council noted consideration of credit for trails, not included on current trails plan, that are constructed through developments and allow public access. Council noted credit is currently given to developers who construct new trails not reflected in comprehensive plan. Planning Commission noted concern of phasing developments and manipulating areas of standard development versus conservation within development and creates developer favor. City Planner Lindahl indicated the defined ordinance should reflect a permanent intent with conservation easement to protect the land in perpetuity. Council noted rather than phasing a development, a developer could propose separate developments with multi-unit housing and single-family homes and only have conservation on a single development parcel. Council discussed conservation preservation, RSF-1, manipulation of the preservation area within parcel, and elimination of high-density housing types from the ordinance. Council discussed larger portioned preservation areas with higher-density housing, and incentives to developers regarding conservation within large land areas. Planning Commission discussed rural ag and residentially zoned areas, and concerns of urban clustering relating to park dedication. Planning Commission further noted current requirement of 10 to 15 percent based on land use category, with an additional 25 percent conservation requirement would equate to 40 percent land conservation requirement by the city. Planning Commission discussed responsibility for open space maintenance and setting expectations for homeowner associations that maintain open spaces. Planning Commission discussed cluster housing versus large-parcel owned properties and cited a recent proposed development of a 90-acre parcel with 45 acres for 3-acre lot residential housing, and 45 acres remaining untouched until City sewer and water is available. Planning Commission reviewed the impacts of MUSA higher-density implication to the remaining 45-acre parcel once sewer and water are available. Planning Commission opined on a stronger City control with developers in preserving specific, natural resource areas in Corcoran. Planning Commission reviewed landowner perspective and defining preservation areas, noting the type of land or parcel may be part of intrinsic value definition of land within Corcoran. Council and staff discussed natural resource areas and a district conservation map overlay possibility. Council discussed incentivizing options to enhance conservation of high value preservation areas to maintain flexibility for landowner and developer. Council and Planning Commission discussed preservation in all residentially zoned districts and ordinance implications in development, specifically noting low-density residentially guided areas. Council, Planning Commission, and staff discussed scheduling a builder roundtable for conversation on conservation and preservation within future development in residential districts.

3. Unscheduled Items

No unscheduled business was heard.

4. Adjournment

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

Voting Aye: McKee and Schultz

Nay:

Abstain: Nichols

(Motion carried 2:0:1)

Meeting adjourned at 6:51 pm.



CITY OF CORCORAN

**City Council Meeting Minutes
June 10, 2021 - 7:00 pm**

The Corcoran City Council met on June 10, 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 was present at City Hall. Councilor Nichols, Council Schultz, and Councilor Thomas were present via telephonic or other electronic means. Councilor Bottema was excused.

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

1. Call to Order/Roll Call

Mayor McKee called the meeting to order at 7:00 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 comment opportunity for items not on the agenda and noted the other public comment opportunities throughout the agenda. City Administrator Martens noted a five-minute limit per speaker to allow public comment opportunity for all wishing to participate with Council discretion in allowing speakers a longer public comment. City Administrator Martens reviewed the public comment opportunity for New Business is separate from the Public Hearing for item 10a., and 10b., and noted the public comment opportunity would occur after item 10b. City Administrator Martens noted the claims were emailed to Council on Tuesday and included in the online agenda packet, and an addition of 10h. Finance Manager Job Offer.

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

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

(Motion carried 3:0)

Councilor Schultz was not available to vote due to temporary technical difficulties.

4. Commission Representatives

Mayor McKee noted Planning Commissioner Jacobs and Parks and Trails Commissioner Christenson were present via telephonic or other electronic means. Mayor McKee invited Commissioner Jacobs and Commissioner Christenson 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. No residents participated in the Open Forum.

6. Presentations/Recognitions

a. Hennepin County Sheriff Hutchinson: Presentation will occur later in meeting.

b. 2020 Audit – Berg, Abdo, Eick and Meyers

Andy Berg, Partner at Berg, Abdo, Eick and Meyers, reviewed audit opinion, general fund results, governmental and enterprise funds, and key performance indicators. Mr. Berg reviewed the unmodified clean opinion on the audit and is the best opinion a city can receive; and a clean report standing regarding Minnesota Legal Compliance. Mr. Berg noted one finding relating to WAC payments and water connection fees. Mr. Berg noted within the Water Fund, water connection fees are collected with portion remitted to Maple Grove prior to 2020 was not paid, and was not recognized

in the 2019 report, creating a prior period adjustment, and is reported as internal control finding and should have been reflected in the 2019 financial statements. Mr. Berg noted the amount connection fee was remitted to Maple Grove in 2021. Mr. Berg reviewed the ending 5-year General Fund balance, the projected budget, and cash flow, noting in 2020 the unrestricted balance fund was 46.5 percent indicating the City has done a good job in balancing cash flow above the city policy of maintaining a minimum unrestricted balance of 35 percent. Mr. Berg reviewed General Fund budgeted revenue and expenditure amounts to actual revenue and expenditure amounts noting a budgeted General Fund balance of \$2,271,010 on January 1, 2020, a total variance with final budget of \$650,470, and a General Fund balance on December 31, 2020, of \$2,921,480. Mr. Berg reviewed a 3-year comparison of Special Revenue Fund balances, 3-year comparison of Capital Projects Fund balances, Debt Service Funds with new bonds issued in 2020 and old bonds paid off, the Water Fund, and the Sewer Fund. Mr. Berg reviewed cash and investments, tax rates and taxes per capita comparisons, debt per capita and debt service expenditures as a percent of total expenditures.

MOTION: made by Thomas, seconded by Schultz to accept the 2020 audit as presented.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

City Administrator Martens noted Administrative Services Director Beise's time and work regarding the 2020 audit. Council thanked staff for the time invested in audit completion. City Administrator Martens noted Sheriff Hutchinson is now present on the Zoom call.

b. Hennepin County Sheriff Hutchinson

Sheriff Hutchinson thanked Council, staff, and Director of Public Safety Gottschalk for their time. Sheriff Hutchinson thanked his staff and the partnership with the police officers in Corcoran. Sheriff Hutchinson noted the new training facility in Maple Grove and includes state of the art technology with construction beginning in 2022. Council thanked Sheriff Hutchinson for their continued service to citizens.

7. Consent Agenda

- a. Draft Minutes of May 13, 2021, Council Meeting
- b. Draft Minutes of May 27, 2021 Council Meeting
- c. Financial Claims
- d. Police Donation – Car Seats
- e. Charitable Gambling License – St. Thomas Church
- f. Charitable Gambling License – Pheasant Acres
- g. Resolution 2021-56 Accepting NW Area Jaycees Donation

Council requested item 7g. Resolution 2021-56 Accepting NW Area Jaycees Donation be pulled for discussion.

MOTION: made by Thomas, seconded by Schultz to approve consent agenda items 7a-7f.

Voting Aye by Roll Call Vote: McKee, Bottema, Schultz, and Thomas
(Motion carried 4:0)

Council reviewed item 7g. Resolution 2021-56 Accepting NW Area Jaycees Donation thanked the Jaycees for their continued support and generous \$100,000 donation to the City of Corcoran for the City Park amenities. Council noted appreciation for the partnership with NW Area Jaycees and Lions for all the community.

MOTION: made by Thomas, seconded by Schultz s to approve item 7g.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

8. Planning Business (Public Comment Opportunity)

City Administrator Martens invited residents to communicate telephonically during the public comment opportunity for Planning Business item 8a. 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. Building Rights Appeal for Outlot A of Outcalt 2nd Addition

Planner Davis outlined applicant request for development rights appeal for parcel ID 0911923440017 and reviewed the rural residential zoned district location and subject to the city's development rights program, intended as growth management tool to preserve a rural residential environment with open space and active agricultural businesses with an overall density of 1 residential unit per 10 acres. Planner Davis noted the parcel has no additional development rights. Planner Davis reviewed the Outcalt Addition dating back to 1986 first edition created with an original parcel of 23 acres with 2 development rights and one was assigned to Lot 1, Block 1 and one assigned to Outlot A, with two remaining lots Outlot B shared driveway and drainage and utility easement, and Outlot C with no development rights assigned. Outcalt Second Addition was a lot line adjustment between Lot 1, Block 1, and Outlot C, to allow more land to be added to Lot 1, noting Outlot C became Outlot A of Second Addition. Outlot A from first addition remained intact, and Lot 1, Block 1 was developed and became 9305 Foxline Drive. Planner Davis reviewed the final addition occurred in 2001, when Outlot A became Lot 1, Block 1 of the third addition and the final development right from the original parcel was developed to create 9475 Trail Haven Road. Planner Davis reviewed the rural residential zoning district code section 1040.030, subd. 7. Planner Davis noted the development rights map is the City's official record of remaining development rights throughout the City and noted the appeals process should there be an objection to the number of development rights remaining. Planner Davis noted the applicant did not find the development rights map to be incorrect, however, applicant is appealing to the non-conforming lots of record which could allow the non-conforming parcel to be developed under certain criteria. Planner Davis noted compliance in this application does not exist as the current comprehensive plan and zoning ordinance does not allow for granting a developable right where one does not exist, and the lot does not define a nonconforming lot or parcel per Corcoran City Code, but rather a conforming, unbuildable outlot for use as open space or agricultural land conform to permitted uses in the rural residential district. Council introduced applicants and asked for a statement on their development rights appeal.

Applicant disputed the Development Rights Map and opined when code was changed in 2015, it changed the lot to non-conforming, and met criteria for the subdivision lot, landowner should be granted a building right. Applicant noted staff report did not refute the lot meets all necessary requirements to grant a building right based on section 1030.010 subd 4, and added the lot has frontage onto Trail Haven with the ability to add private septic and water, and by allowing a developable right, the parcel remains in character and quality of area, along with the City's comprehensive plan.

Council and applicant discussed the shared driveway code requirements. Council thanked applicant for their time in reviewing their appeal. Council and staff discussed shared driveway and the standards regarding the shared driveway. Council inquired on access to Trail Haven Road from parcel. Council discussed the definition of legal, nonconforming and the ordinance code reference, also noting size is not a factor in nonconforming parcels.

MOTION: made by Schultz, seconded by McKee Denying Resolution 2021-59 Amendment to the Development Rights Map for the Parcel Known as Outlot A of Outcalt 2nd Addition (PID 09-119-23-44-00017) (City File 21-024)

Voting Aye by Roll Call Vote: McKee, Nichols, and Schultz
(Motion carried 3:1)

Nay: Thomas

b. Interim Ordinance Establishing a Development Moratorium

Planner Davis outlined the proposed interim ordinance covering the Northeast District including south of County Road 117, east of County Road 101, properties north of Schutte Road, and eastern side of the northwestern 2040 Metropolitan Urban Service Area (MUSA). Planner Davis noted the current and extensive water planning study in the Northeast District, and reviewed development pressures due to transportation improvements along County Road 101. Planner Davis noted current approved developments are outpacing the City's water supply, as there are no guarantees from Maple Grove they will continue to support new development water needs in Corcoran. Planner Davis noted potential for large and long-term developments along significant transportation corridors and may be proposed

operations. Administrative Services Director Beise reviewed the proposals received during the RFP noting Tyler Technologies, BS&A, and Kronos as the vendors responding to the RFP request. Administrative Services Director Beise reviewed new software capabilities for increased and efficient reporting, multiple new user features, and integration with current systems. Council and staff discussed integration of recommended vendor and software. Council noted government accounting, lack of technology in existing systems, inefficient workflows because of limited and archaic software the City is currently operating in, and necessary technology software improvements.

MOTION: made by Thomas, seconded by Nichols to approve authorize staff to proceed with implementing BS&A Software and Kronos for payroll.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

b. Water Supply Workplan – Supplemental Information

City Engineer Torve briefly reviewed information regarding the water supply workplan actions and engineering completed to date for the NE water supply system. City Engineer Torve noted the current water supply contract with Maple Grove is limited to specific areas in Corcoran, and noted the next step is preparing financially for a water system either above or below ground in Corcoran. City Engineer Torve reviewed water supply planning, the types of treatment processes associated with water systems and noted lime softening and nanofiltration technologies as softening treatment options, and noting maintenance scope associated with each treatment, and cost factors of different processes relating to city size. City Engineer Torve noted size of wastewater systems should also be a consideration regarding treatment processes. City Engineer Torve outlined ground water storage and above ground water storage and the cost for both systems. City Engineer Torve outlined the demand for water in the NE area and the immediate need area in the MUSA. City Engineer Torve noted the feasibility study noting gravity filters as a viable option based on studies received and reviewed other considerations to reflect on. City Engineer Torve touched on financial planning and noted inflation as a factor to consider over the life of the water supply treatment facility. City Engineer Torve reviewed different options for building styles and options for ground storage. City Engineer Torve reviewed the gravity filtration system example, offering flexibility for future expansion, and more “Day 1” capacity. City Engineer Torve reviewed costs for four different water system options with sewer infrastructure cost included, range from \$8.5 million to \$23 million. City Engineer Torve reviewed next steps include timelines for selecting the appropriate system, development of financial scenarios, and begin construction design. Council and staff discussed the difference between pressure and gravity systems, flexibility of each system, costs differences of each system, flow of systems, and advantages of gravity system. Public Works Director Mattson added guidance in the versatility of the gravity system currently and in long-term planning with unknown possibilities, a gravity option allows more flexibility. Council noted past Council discussions regarding a higher-quality water treatment system. Council discussed including all four options in the feasibility study or selecting a specific option for a complete financial analysis and noted interest in options 2 and 3.

MOTION: made by Schultz, seconded by Thomas to direct staff to complete a financial analysis of the NE Water Supply System options as outlined in the supplemental report.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

10. New Business (Public Comment Opportunity)

a. Public Hearing – 2021 Dust Control Program

City Administrator Martens outlined the dust control program and the product utilized for this service. City Administrator Martens reviewed the subsidized program includes tax dollars with continued increases in city share over the past several years. City Administrator Martens noted fees also are assessed to properties included in the treatment area with a total project cost of \$111,600. City Administrator Martens noted the dust control contract is currently in its second year of a two-year contract with one request to be removed from the program located at 19510 Stieg Road. Mayor McKee opened the Public Hearing.

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.

Chris Hammer, 22218 Chapparral Lane, supports the dust control program and sees benefit of dust control.

Dean Vehrenkamp, 9310 Bechtold Road, receives no benefit of assessment living approximately 300 yards from road but still is responsible for the assessment. Mr. Vehrenkamp noted vehicles traveling on Bechtold Road do not create dust. Mr. Vehrenkamp opined all residents should be responsible for dust control applications. Mr. Vehrenkamp opined the chemical applied also causes damage to vehicles.

Lilly Spitzack, 7710 Corcoran Trail West, requested clarification on dust control process and chemical used.

Richard Brummond, 8985 Bechtold Road, opined on limited dust created on Bechtold Road, recent maintenance completed on Bechtold Road and chemical used to repair road, and questioned the benefit of the dust control program in relation to the assessment residents are asked to pay.

MOTION: made by Schultz, seconded by Nichols to close the Public Hearing.

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

(Motion carried 4:0)

Public Works Director Mattson recent maintenance on Bechtold Road was a water truck and grading of the road and noted dust control applications are not applied until June each year dependent on the weather. Public Works Director Mattson reviewed the installation of dust control calcium chemical with the purpose to control dust and assists in maintenance of the gravel road. Council questioned dust control application on Corcoran Trail with the impending road improvement project scheduled later this year. Public Works Director Mattson responded dust control would be scheduled for the road. Mayor McKee noted a previous speaker has an additional comment and though the Public Hearing has closed invited the speaker to participate in the discussion.

Jesse Spitzack, 7710 Corcoran Trail West, opined on city savings by not applying dust control to Corcoran Trail.

Council noted review of future dust control assessments and general budget for 2022, complaints of dust control if it is road maintenance, review of city share already encompasses paying for a portion of the dust control through tax dollars for residents that do not live on the gravel road and noted residents who live on paved roads (or county roads) also included within the tax assessment implications discussion. Council referenced Stieg Road removal from dust control application. Council and staff discussed impacts to budget and revenue of City's dust control expense, and forgoing dust control assessment this year. Council consensus of further review of assessments and impacts to roads and residents needs to be completed and discussed at a future Council meeting for priority consideration in the 2022 budget. Council noted the absent Councilmember may have comments regarding living on a gravel road, and it may be beneficial to delay discussion to a later Council meeting. City Administrator Martens clarified the purpose of the Public Hearing for Dust Control allows the City to order the improvements, and discussion can occur at a later Council meeting regarding assessments to residents. Council and staff discussed the implications of removing Corcoran Trail from the dust control program schedule and determined due to timing and road maintenance complications, and possible delay with paving the road if approved at the meeting, Corcoran Trail should remain on the schedule for the dust control application. Council requested staff move the assessment discussion to a future Council meeting.

MOTION: made by Thomas, seconded by Schultz approving Resolution 2021-60 Ordering Improvement of Dust Control Treatments to be Applied to City Streets in 2021.

Administrative Services Director Beise asked for clarification is Stieg Road is approved to be excluded from the dust control application. Council noted dust control application would be applied, but assessment discussion will be scheduled for a future Council meeting.

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

(Motion carried 4:0)

b. Public Hearing – Corcoran Trail East/West Improvement Project

City Administrator Martens reviewed Council approved feasibility study at the May 13 meeting outlining the installation of asphalt on existing gravel portions and reclaiming and repaving existing asphalt portions, and modest storm water improvements. City Administrator Martens outlined the proposed project cost of \$534,528, with City expense of \$358,129 and assessments of \$176,400. City Administrator Martens noted properties with existing pavement to new pavement assessment of \$3,600, existing gravel to new pavement of \$10,800, with option for property owners to pay in full in 2021, or over a 10-year term with 1.83 percent interest. City Administrator Martens reviewed the project schedule with assessment hearing after bids are received.

Mayor McKee opened the Public Hearing.

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.

Jesse Spitzack, 7710 Corcoran Trail West, questioned material being installed, and if it makes sense to wait for water and sewer infrastructure.

John Scheunemann, 7965 Corcoran Trail East, questioned watershed and if there are any plans for the watershed.

Carol Eastbourn, 7760 Corcoran Trail East, questioned the higher assessment amounts for some properties.

Lilly Spitzack, 7710 Corcoran Trail West, questioned how their property would be assessed with their property abutting both Corcoran Trail East and Corcoran Trail West.

MOTION: made by Schultz, seconded by Nichols to close the Public Hearing.

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

(Motion carried 4:0)

City Administrator Martens reviewed adopted assessment policy, the differences between gravel and paved road assessments, the overlay credit for properties located on existing pavement, and reviewed the watershed improvements and other future improvements regarding the watershed. City Administrator Martens responded to water and sewer question and noted water and sewer services for Corcoran Trail East and West are scheduled far into the future and possibly past the life of the current road improvement. Public Works Director Mattson noted improvements to culverts on Corcoran Trail East and West and referenced participants question is related to stormwater improvements and not watershed. Public Works Director Mattson noted a life span of the road is approximately 20 years. Council clarified the policy referencing one free overlay no longer exists in current policy. City Administrator Martens noted continued communication with residents regarding the project as it moves forward.

MOTION: made by Schultz, seconded by McKee approving Resolution 2021-61 Ordering the Improvement for the Corcoran Trail East/West Improvements Project.

Council noted assessments are acknowledged by Council and there is a need to establish a system for assessment over the lifetime of the roads improved in Corcoran.

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

(Motion carried 4:0)

Mayor McKee invited residents to communicate telephonically during the public comment opportunity for Planning Business items 10c-10h. Council request a brief recess.

Mayor McKee called a Council recess at 10:05 pm.

Mayor McKee reconvened Council at 10:11 pm.

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.

Heidi Heiland, 7555 County Road 116, opined on hook up to sewer and water, noting it is cost prohibitive for her business currently, and is requesting more flexibility with timeframe in managing the

difficulty of sewer and water hookup. Ms. Heiland also questioned if 429 is being used in this situation, and is property being assessed as a property improvement.

Chris Hammer, 22218 Chapperal Lane, opined on code enforcement relating to storage of items in yard, and inaccessibility of property for dual frontage roads for residents and side of homes for storing items. Mr. Hammer asked code enforcement to be relaxed for dual frontage property roads and side of a home be considered.

Chelsea Janke, 19885 Country Road E, seconded response of previous speaker. Ms. Janke noted their issue is also dual frontage roads, and clarification of how this could be changed.

Chris Hammer, 22218 Chapperal Lane, opined on the code enforcement and other residents concerns who may not be on the call any longer due to the length of the meeting, requested the code enforcement discussion be scheduled at a future meeting again.

c. Mandatory Connection Extension Request

City Administrator Martens noted follow up with Ms. Heiland on her individual questions. City Administrator Martens reviewed the history of extension requests and referenced the original deadline of May 1, 2019; a secondary extension date of May 1, 2020; and a third extension date of August 31, 2021. Council discussed flexibility in extending date to March of 2023, the difficult past year for all businesses, limited verified contractors, and recommendation by staff to extend date to August 1, 2022, with review of any remaining requests at that time. City Administrator Martens noted there is an additional Council action of amending the ordinance and noting one date extension is preferred. Council noted extending the date to June 30, 2023, due to variances in weather. Council noted who incurs the cost of updating the cost of changing the ordinance. Council noted no other extensions will be granted after June 30, 2023.

MOTION: made by Nichols, seconded by Schultz to direct staff to draft documents to extend mandatory water and sewer connection to June 30, 2023.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

d. Liquor License Renewal Fees

Administrative Services Director Beise reviewed request by applicant to reduce liquor licensing fees due to the pandemic, reviewed past action of liquor license reduced fees. Council asked if CARES Act reimbursing fee, or American Rescue Plan Funding for reimbursing fee or cover lost revenue by City. City Administrator Martens noted CARES Act did not allow reimbursement for lost revenue, however with ARPA, the expense is a reimbursable expense to City. Council noted the request is reasonable by applicant.

MOTION: made by Thomas, seconded by Schultz to authorize a one-time reduction of on-sale liquor license fees equal to three months of a usual fee for the licensed establishments in Corcoran for the 2021-2022 license period.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

e. 2022 Budget Priorities

City Administrator Martens requested direction from Council regarding expectations from the City Council regarding overall budget target such as tax rate, services provided and adding services if needed, wage adjustments and compensation study, and any other priorities such as dust control assessments for preliminary priorities. Council discussed consistency in tax rate, dust control, initiating an Economic Development Authority in Corcoran, and bringing planning in-house completely. Council noted reducing contractors and developing a core of staff who only focus on Corcoran and eliminating overhead cost for contracted services. Council noted importance of maintaining or lowering tax rate, support of wage adjustment, and reviewing cost analysis of bringing contracted services in-house.

f. Code Enforcement Discussion

City Administrator Martens noted the recent public comments and conversations surrounding code enforcement. Council discussed issues and difference between standards in rural and newly developed areas of Corcoran, the differing storage needs within each zoning area, and code not

currently differentiating those issues or standards. Council noted determining code enforcement violations, such as trailers and firewood storage, and definition of front yard. City Administrator Martens noted dual frontage is referenced in code as two front yards and creates hardships for residents in such a situation. Council noted examples of an ordinance amendment update in rural zones could include allowing the front an amount of space beyond the front of a house, or in the back half of a backyard. Council reviewed ways to handle future code enforcement and pausing temporarily while Council reviews ways to improve the code and addresses how existing citations should be handled. Council noted dual frontage road properties a priority for review. City Administrator Martens discussed options with existing citations, pausing code compliance, and moving to complaint-based code compliance, exempting any safety related code compliance issues. Council discussed defining specific nuisances to assist in directing staff to code compliance review. Council noted violations impacting quality of life to surrounding properties, junk cars, and specific code enforcement standards for rural parcels and newer development lots in Corcoran. City Administrator Martens noted the second highest complaint is RVs in front yards. Council noted currently there is no differentiation between proactive or neighbor-based code enforcement complaints. City Administrator Martens noted the necessity to initiate a full pause to code compliance rather than staff determining which complaint is viable. Council and staff discussed pausing proactive code enforcement and moving to complaint-based code enforcement while the Council reviews options for future code enforcement practices. City Administrator Martens noted the most egregious complaints are in process and within the court system. Council noted allowing the egregious complaints to continue moving through the process and not halting complaints already moving within the legal system. Council noted differentiating the proactive code enforcement with a no response after a second letter regarding violation. City Administrator Martens noted direction has been received for staff.

g. Future Work Session Schedule

City Administrator Martens outlined the future Council work session dates. Mayor McKee called work sessions for July 8, July 22, and August 12 as presented.

h. Finance Manager

City Administrator Martens briefed Council on candidate and requested authorization to present an offer.

MOTION: made by Nichols, seconded by Thomas to authorize mayor and city administrator to extend an offer for the position of finance manager.

Voting Aye by Roll Call Vote: McKee, Nichols, Schultz, and Thomas
(Motion carried 4:0)

11. Closed Session

- a. Active Corcoran Planning Applications. Council received reports.
- b. Pandemic Response Update

City Administrator Martens noted the last virtual EOC operation meeting and have deemed emergency over, with the remaining order from the governor, additionally, there is \$656,000 from ARPA funds the City needs to request for pandemic expenses. City Administrator Martens noted an in-person, hybrid option for Council meeting on June 24 is in place.

12. 2021 City Council Schedule

13. Adjournment

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

Voting Aye by Roll Call Vote: McKee, Nichols, Schulz, and Thomas
(Motion carried 4:0)

Meeting adjourned at 11:14 pm.

Agenda Item 7c.
Council Meeting Date: 6/24/2021
Prepared By: jbeise

FINANCIAL CLAIMS

CHECK RANGE

Agenda Item: 7a. **FUND #500 ESCROW CLAIMS**
Paid to **Amount** **Project name**

Total \$0.00
Total Fund #500 =
(See attached Payments Detail)

Agenda Item: 7a. **ALL OTHER FINANCIAL CLAIMS** _____ **Total Checks**
(See attached Check Detail Register)
Total of Auto Deductions \$ 65,508.79

TOTAL EXPENDITURES FOR APPROVAL \$ 65,508.79

Date	Auto Deductions / Electronic Fund Transfer / Other Disbursements Paid to	Amount	
6/3/2021	Net Payroll PP10	56,872.93	Net Payroll PP10
6/3/2021	Payroll Taxes	21,926.74	Payroll taxes
6/4/2021	Return Item	\$ 210.00	Return Item
6/4/2021	ACH FILE FEE	\$ 15.00	Automatic sewer/water payment ACH fee
6/11/2021	State of MN - Roth	2,172.97	Deferred compensation payment to State of MN
6/11/2021	State of MN - MSRS	\$ 2,451.59	State of MN healthcare savings plan
6/11/2021	State of MN - MSRS	\$ 5,698.94	State of MN healthcare savings plan
6/11/2021	State of MN - Roth	\$ 2,396.67	Deferred compensation payment to State of MN
6/17/2020	Payroll Taxes	20,435.54	Payroll taxes
6/17/2021	Net Payroll PP11	\$ 53,851.09	Net Payroll PP11
6/18/2021	Postalia	\$ 400.00	Postage
6/7/2021	Paypal - GSUITEADDON	\$ 59.40	PD Supplies
6/9/2021	ZOOM	\$ 16.11	Zoom for Council Meetings
6/9/2021	ZOOM	\$ 69.88	Zoom for Council Meetings
6/10/2021	Firehose Direct	\$ 310.11	PW Supplies
6/11/2021	FLEETIO.COM	\$ 30.00	PD Software

Total \$ 65,508.79

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Payments

Current Period: June 2021

Batch Name	06/24/21 PAY	User Dollar Amt	\$214,809.79	
	Payments	Computer Dollar Amt	\$214,809.79	
			\$0.00	In Balance
Refer	37120			
<hr/>				
Invoice				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200
			Total	
Refer	37068	<i>ADAMS PEST CONTROL, INC.</i>		
AP Payment	E 100-41941-210	Operating Supplies (GEN	PEST CONTROL	\$92.70
Invoice	3292255	5/27/2021		
AP Payment	E 100-43100-210	Operating Supplies (GEN	PEST CONTROL	\$0.00
Invoice	3292255	5/27/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$92.70
Refer	37069	<i>BERGAN KDV</i>		
AP Payment	E 416-41951-580	Other Equipment		\$1,920.00
Invoice	1133433	6/3/2021		
AP Payment	E 100-41941-300	Professional Svcs (GENE	Weekly outsourced Acctg	\$1,650.00
Invoice	1133433	6/3/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$3,570.00
Refer	37070	<i>BOBCAT OF BRAINERD</i>		
AP Payment	E 100-43100-225	Landscape/Ditch Material	rental	\$2,000.00
Invoice	01-28069	5/17/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$2,000.00
Refer	37071	<i>COMCAST- 902943336</i>		
AP Payment	E 100-41941-321	Telephone	LAND LINE	\$96.11
Invoice				
AP Payment	E 100-42100-321	Telephone	LAND LINE	\$96.11
Invoice				
AP Payment	E 100-43100-321	Telephone	LAND LINE	\$96.13
Invoice				
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$288.35
Refer	37072	<i>CULLIGAN BOTTLED WATER</i>		
AP Payment	E 100-41941-210	Operating Supplies (GEN	OFFICE WATER	-\$20.24
Invoice	114X8080100	5/31/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	-\$20.24
Refer	37073	<i>EBERT CONSTRUCTION</i>		
AP Payment	E 100-43100-811	Storm Damage Insuranc	Hail Damage	\$50,000.00
Invoice	21630564	6/11/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$50,000.00
Refer	37074	<i>ECM PUBLISHERS INC</i>		
AP Payment	E 100-41910-210	Operating Supplies (GEN	June 10 Dust Control	\$144.15
Invoice	838102	6/3/2021		
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200
			Total	\$144.15
Refer	37075	<i>EQUIPMENT TRANSPORT INC</i>		

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Payments

Current Period: June 2021

AP Payment	E 100-43100-232 Gravel					\$3,817.33
Invoice 13916	5/15/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$3,817.33
Refer	37076 FEHN COMPANIES					
AP Payment	E 100-43100-232 Gravel			3967.50 tons		\$75,095.87
Invoice 6414	5/20/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$75,095.87
Refer	37077 FEHN COMPANIES					
AP Payment	E 100-43100-232 Gravel			765.40 tons		\$5,641.00
Invoice 6459	5/28/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$5,641.00
Refer	37078 FP MAILING SOLUTIONS					
AP Payment	E 100-41941-201 Postage/Shipping			QTRLY MAIL METER		\$128.85
Invoice RI104919878	6/4/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$128.85
Refer	37079 LANDFORM					
AP Payment	G 500-20442 Bass Lake Est. FP, PUD 17-0			Professional Services		\$71.00
Invoice 31734	6/8/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$71.00
Refer	37080 MAPLE GROVE, CITY OF					
AP Payment	E 601-49400-310 Other Professional Servic			Yearly Connection Fee Downtown District		\$11,779.00
Invoice 20900	6/1/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$11,779.00
Refer	37081 MARTENS, BRAD					
AP Payment						\$0.00
Invoice 06072021	6/7/2021					
AP Payment	E 100-41300-210 Operating Supplies (GEN			telephone reimb		\$50.00
Invoice 06072021	6/7/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$50.00
Refer	37082 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GEN			clorox		\$60.93
Invoice 83166	5/26/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$60.93
Refer	37083 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GEN			supplies		\$52.72
Invoice 83165	5/26/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$52.72
Refer	37084 MENARDS BUFFALO					
AP Payment	E 100-41941-210 Operating Supplies (GEN			City Hall supplies		\$100.99
Invoice 40819	5/25/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$100.99
Refer	37085 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GEN			City Hall Supplies		\$69.82
Invoice 83059	5/24/2021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$69.82

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Payments

Current Period: June 2021

Refer	37086	MENARDS MAPLE GROVE	-					
AP Payment	E 100-45200-210	Operating Supplies (GEN	Tripod sprinkler					\$79.98
Invoice	83090	5/24/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$79.98
Refer	37087	MILLER TRUCKING AND LANDSCA	-					
AP Payment	E 100-43100-210	Operating Supplies (GEN						\$18.63
Invoice	141847	5/4/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$18.63
Refer	37088	NUSS TRUCK & EQUIPMENT	-					
AP Payment	E 100-43100-220	Repair/Maint Supply (GE						\$1,470.81
Invoice	4028672	5/28/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$1,470.81
Refer	37089	OFFICE DEPOT	-					
AP Payment	E 100-41900-210	Operating Supplies (GEN	office supplies					\$60.80
Invoice	172866892001	5/25/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$60.80
Refer	37090	POWER PLAN-RDO	-					
AP Payment	E 100-43100-220	Repair/Maint Supply (GE						\$160.19
Invoice	8850494897	5/26/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$160.19
Refer	37091	RANDYS ENVIRONMENTAL SERVI	-					
AP Payment	E 100-43100-210	Operating Supplies (GEN	CITY HALL GARBAGE 1280351					\$76.05
Invoice	42425	6/4/2021						
AP Payment	E 100-43232-300	Professional Srvs (GENE	MONTHLY RECYCLING					\$0.00
Invoice	42425	6/4/2021						
AP Payment	E 100-45200-380	Utility & Services (GENE	PARKS GARBAGE 11039					\$0.00
Invoice	42425	6/4/2021						
AP Payment	E 100-43100-380	Utility & Services (GENE	PUBLIC WORKS GARBAGE (9100) 12					\$0.00
Invoice	42425	6/4/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$76.05
Refer	37092	SITE ONE LANDSCAPE SUPPLY	-					
AP Payment	E 100-43100-223	Building Repair Supplies	supplies					\$361.43
Invoice	109737056-001	6/1/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$361.43
Refer	37093	XCEL ENERGY	-					
AP Payment	E 100-43100-381	Street/Signal Lights	STREET LIGHTING					\$133.81
Invoice	734449610	6/3/2021						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200			Total	\$133.81
Refer	37095	GALL S INCORPORATED	-					
AP Payment	E 202-42100-580	Other Equipment						\$948.78
Invoice	018020379	3/30/2021						
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200			Total	\$948.78
Refer	37096	HENNEPIN COUNTY INFO TECH	-					
AP Payment	E 100-42100-323	Radio Units	May Services					\$1,416.73
Invoice	1000167229	6/4/2021						

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Current Period: June 2021

Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$1,416.73
Refer	37097	INTOXIMETERS		-		
AP Payment	E 100-42100-210	Operating Supplies (GEN				\$148.00
Invoice	682240	6/2/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$148.00
Refer	37098	MENARDS MAPLE GROVE		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE	supplies			\$119.30
Invoice	83171	5/26/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$119.30
Refer	37099	MOTLEY AUTO SERVICE		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE	repair work			\$426.00
Invoice	6034	6/2/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$426.00
Refer	37100	NAPA AUTO PARTS - CORCORAN		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE	battery			\$320.27
Invoice	353858	6/3/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$320.27
Refer	37101	NAPA AUTO PARTS - CORCORAN		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE	battery			\$147.47
Invoice	060521	6/5/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$147.47
Refer	37102	NAPA AUTO PARTS - CORCORAN		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE	Core Deposit credit			-\$19.24
Invoice	060521	6/5/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	-\$19.24
Refer	37103	STREICHER S POLICE EQUIPMEN		-		
AP Payment	E 100-42100-417	Uniforms	taser holster			\$45.99
Invoice	I1507526	6/9/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$45.99
Refer	37104	SUPERIOR FORD		-		
AP Payment	E 100-42100-220	Repair/Maint Supply (GE				\$54.53
Invoice	165807	6/7/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$54.53
Refer	37105	SYMBOL ARTS		-		
AP Payment	E 100-42100-417	Uniforms	badges			\$422.50
Invoice	0379297	5/28/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$422.50
Refer	37106	VERIZON WIRELESS		-		
AP Payment	E 100-42100-323	Radio Units	RADIO UNITS			\$0.00
Invoice	9880647335	5/26/2021				
AP Payment	E 100-42100-321	Telephone	CELL SERVICE			\$1,180.70
Invoice	9880647335	5/26/2021				
AP Payment	E 100-41951-210	Operating Supplies (GEN	Code Enforcement Ipad			\$0.00
Invoice	9880647335	5/26/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$1,180.70

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Payments

Current Period: June 2021

Refer	37107	VIKING AWARDS & RECOGNITION	-			
AP Payment		E 100-42100-210 Operating Supplies (GEN signs and engraving				\$530.78
Invoice	7120	6/7/2021				
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$530.78
Refer	37109	LANDFORM	-			
AP Payment		G 500-20482 Nelson Sketch Plan 19-023 Rush Creek Reserve				\$674.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20488 Rush Creek Reserve				\$1,029.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20469 Rav 11-13 18-040, 19-002 &				\$114.25
Invoice	31736	6/8/2021				
AP Payment		G 500-20497 Kariniemi PP 20-016				\$390.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20471 St. Therese Sketch Plan 19-0				\$142.00
Invoice	31736	6/8/2021				
AP Payment		G 500-20332 Lennar Tavera Development				\$2,165.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20490 Cook Lake - Schommer				\$106.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20217 Wright Henn Substation 20-0				\$106.50
Invoice	31736	6/8/2021				
AP Payment		G 500-20221 Franzen Minor Subd #20-049				\$248.50
Invoice	31736	6/8/2021				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$4,977.75
Refer	37110	LANDFORM	-			
AP Payment		G 500-20469 Rav 11-13 18-040, 19-002 &				\$35.50
Invoice	31735	6/8/2021				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$35.50
Refer	37111	LANDFORM	-			
AP Payment		G 500-20223 Napa Site Plan CUP 21-004				\$639.00
Invoice	31737	6/8/2021				
AP Payment		G 500-20477 Scherber CR30 WCA LGU				\$355.00
Invoice	31737	6/8/2021				
AP Payment		G 500-20219 Krominga Variance 21-010				\$177.50
Invoice	31737	6/8/2021				
AP Payment		E 100-41910-300 Professional Srvs (GENE				\$2,742.25
Invoice	31737	6/8/2021				
AP Payment		G 500-20227 D&D Service CUP SP VAR 2				\$688.50
Invoice	31737	6/8/2021				
AP Payment		G 500-20227 D&D Service CUP SP VAR 2				\$1,562.00
Invoice	31737	6/8/2021				
AP Payment		G 500-20228 Garages RZ, VAR, SP/CUP 2				\$142.00
Invoice	31737	6/8/2021				
AP Payment		G 500-20436 Pulte Encore - PUD Skch 17-				\$1,975.00
Invoice	31737	6/8/2021				
AP Payment		G 500-20229 Dornsbach CUP 21-018				\$2,027.50
Invoice	31737	6/8/2021				
AP Payment		E 100-41910-300 Professional Srvs (GENE				\$333.50
Invoice	31737	6/8/2021				

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Payments

Current Period: June 2021

AP Payment	G 500-20332 Lennar Tavera Development					\$71.00
Invoice 31737	6/8/2021					
AP Payment	E 100-41910-300 Professional Svcs (GENE					\$35.50
Invoice 31737	6/8/2021					
AP Payment	E 100-41910-300 Professional Svcs (GENE					\$462.50
Invoice 31737	6/8/2021					
AP Payment	E 100-41910-300 Professional Svcs (GENE					\$4,666.00
Invoice 31737	6/8/2021					
AP Payment	E 100-41920-300 Professional Svcs (GENE					\$6,102.25
Invoice 31737	6/8/2021					
AP Payment	E 100-41910-300 Professional Svcs (GENE					\$200.00
Invoice 31737	6/8/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$22,179.50
Refer	37112	ECM PUBLISHERS INC				
AP Payment	E 100-41910-210 Operating Supplies (GEN					\$68.94
Invoice 838103	6/3/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$68.94
Refer	37113	EQUIPMENT TRANSPORT INC				
AP Payment	E 100-43100-232 Gravel					\$5,305.36
Invoice 13861	5/15/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$5,305.36
Refer	37114	HENNEPIN COUNTY INFO TECH				
AP Payment	E 100-43100-223 Building Repair Supplies					\$220.95
Invoice 1000167296	6/4/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$220.95
Refer	37115	INTOXIMETERS				
AP Payment	E 100-42100-210 Operating Supplies (GEN					\$305.00
Invoice 682239	6/2/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$305.00
Refer	37116	MAPLE GROVE, CITY OF				
AP Payment	E 601-49400-310 Other Professional Servic semi annual pymt					\$19,702.00
Invoice 20899	6/1/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$19,702.00
Refer	37117	SITE ONE LANDSCAPE SUPPLY				
AP Payment	E 100-45200-210 Operating Supplies (GEN					\$107.56
Invoice 109738285-001	6/1/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$107.56
Refer	37118	VIKING AWARDS & RECOGNITION				
AP Payment	E 100-42100-210 Operating Supplies (GEN					\$861.25
Invoice 6943	5/20/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$861.25
Refer	37119	XCEL ENERGY				
AP Payment	E 100-43100-381 Street/Signal Lights	STREET LIGHTING				\$0.00
Invoice 734744620	6/4/2021					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$0.00

Payments

Current Period: June 2021

Fund Summary

	20200 Accounts Payable
	\$0.00
100 GENERAL FUND	\$167,738.26
202 POLICE DONATION FUND	\$948.78
416 CAPITAL-EQUIPMENT CERTS	\$1,920.00
500 ESCROW HOLDING FUND	\$12,721.75
601 WATER	\$31,481.00
	<hr/>
	\$214,809.79

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$214,809.79
Total	<hr/>
	\$214,809.79

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Claim Type	Direct						
Claim#	37068 <i>ADAMS PEST CONTROL, INC.</i>						
AP Payment	E 100-41941-210 Operating Supplies (GENE PEST CONTROL						\$92.70
	Invoice 3292255						
AP Payment	E 100-43100-210 Operating Supplies (GENE PEST CONTROL						\$0.00
	Invoice 3292255						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$92.70
Claim#	37069 <i>BERGAN KDV</i>						
AP Payment	E 416-41951-580 Other Equipment						\$1,920.00
	Invoice 1133433						
AP Payment	E 100-41941-300 Professional Svcs (GENER Weekly outsourced Acctg						\$1,650.00
	Invoice 1133433						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$3,570.00
Claim#	37070 <i>BOBCAT OF BRAINERD</i>						
AP Payment	E 100-43100-225 Landscape/Ditch Materials rental						\$2,000.00
	Invoice 01-28069						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$2,000.00
Claim#	37071 <i>COMCAST- 902943336</i>						
AP Payment	E 100-41941-321 Telephone		LAND LINE				\$96.11
	Invoice						
AP Payment	E 100-42100-321 Telephone		LAND LINE				\$96.11
	Invoice						
AP Payment	E 100-43100-321 Telephone		LAND LINE				\$96.13
	Invoice						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$288.35
Claim#	37073 <i>EBERT CONSTRUCTION</i>						
AP Payment	E 100-43100-811 Storm Damage Insurance Hail Damage						\$50,000.00
	Invoice 21630564						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$50,000.00
Claim#	37074 <i>ECM PUBLISHERS INC</i>						
AP Payment	E 100-41910-210 Operating Supplies (GENE June 10 Dust Control						\$144.15
	Invoice 838102						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$144.15
Claim#	37075 <i>EQUIPMENT TRANSPORT INC</i>						
AP Payment	E 100-43100-232 Gravel						\$3,817.33
	Invoice 13916						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$3,817.33
Claim#	37076 <i>FEHN COMPANIES</i>						
AP Payment	E 100-43100-232 Gravel		3967.50 tons				\$75,095.87
	Invoice 6414						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$75,095.87
Claim#	37077 <i>FEHN COMPANIES</i>						
AP Payment	E 100-43100-232 Gravel		765.40 tons				\$5,641.00
	Invoice 6459						
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total		\$5,641.00
Claim#	37078 <i>FP MAILING SOLUTIONS</i>						
AP Payment	E 100-41941-201 Postage/Shipping		QTRLY MAIL METER				\$128.85
	Invoice RI104919878						

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Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$128.85
Claim#	37079 LANDFORM					
AP Payment	G 500-20442 Bass Lake Est. FP, PUD 17-03 Professional Services					\$71.00
	Invoice 31734					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$71.00
Claim#	37080 MAPLE GROVE, CITY OF					
AP Payment	E 601-49400-310 Other Professional Service Yearly Connection Fee Downtown District					\$11,779.00
	Invoice 20900					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$11,779.00
Claim#	37081 MARTENS, BRAD					
AP Payment						\$0.00
	Invoice 06072021					
AP Payment	E 100-41300-210 Operating Supplies (GENE telephone reimb					\$50.00
	Invoice 06072021					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$50.00
Claim#	37082 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GENE clorox					\$60.93
	Invoice 83166					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$60.93
Claim#	37083 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GENE supplies					\$52.72
	Invoice 83165					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$52.72
Claim#	37084 MENARDS BUFFALO					
AP Payment	E 100-41941-210 Operating Supplies (GENE City Hall supplies					\$100.99
	Invoice 40819					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$100.99
Claim#	37085 MENARDS MAPLE GROVE					
AP Payment	E 100-41941-210 Operating Supplies (GENE City Hall Supplies					\$69.82
	Invoice 83059					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$69.82
Claim#	37086 MENARDS MAPLE GROVE					
AP Payment	E 100-45200-210 Operating Supplies (GENE Tripod sprinkler					\$79.98
	Invoice 83090					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$79.98
Claim#	37087 MILLER TRUCKING AND LANDSCAP					
AP Payment	E 100-43100-210 Operating Supplies (GENE					\$18.63
	Invoice 141847					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$18.63
Claim#	37088 NUSS TRUCK & EQUIPMENT					
AP Payment	E 100-43100-220 Repair/Maint Supply (GEN					\$1,470.81
	Invoice 4028672					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$1,470.81
Claim#	37089 OFFICE DEPOT					
AP Payment	E 100-41900-210 Operating Supplies (GENE office supplies					\$60.80
	Invoice 172866892001					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$60.80

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Claim# 37090 POWER PLAN-RDO						
AP Payment	E 100-43100-220 Repair/Maint Supply (GEN					\$160.19
	Invoice 8850494897					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$160.19
Claim# 37091 RANDYS ENVIRONMENTAL SERVIC						
AP Payment	E 100-43100-210 Operating Supplies (GENE CITY HALL GARBAGE 1280351					\$76.05
	Invoice 42425					
AP Payment	E 100-43232-300 Professional Srvs (GENER MONTHLY RECYCLING					\$0.00
	Invoice 42425					
AP Payment	E 100-45200-380 Utility & Services (GENER PARKS GARBAGE 11039					\$0.00
	Invoice 42425					
AP Payment	E 100-43100-380 Utility & Services (GENER PUBLIC WORKS GARBAGE (9100) 12					\$0.00
	Invoice 42425					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$76.05
Claim# 37092 SITE ONE LANDSCAPE SUPPLY						
AP Payment	E 100-43100-223 Building Repair Supplies supplies					\$361.43
	Invoice 109737056-001					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$361.43
Claim# 37093 XCEL ENERGY						
AP Payment	E 100-43100-381 Street/Signal Lights STREET LIGHTING					\$133.81
	Invoice 734449610					
Transaction Date	6/16/2021	Due 6/16/2021	Accounts Payable	20200	Total	\$133.81
Claim# 37095 GALL S INCORPORATED						
AP Payment	E 202-42100-580 Other Equipment					\$948.78
	Invoice 018020379					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$948.78
Claim# 37096 HENNEPIN COUNTY INFO TECH						
AP Payment	E 100-42100-323 Radio Units May Services					\$1,416.73
	Invoice 1000167229					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$1,416.73
Claim# 37097 INTOXIMETERS						
AP Payment	E 100-42100-210 Operating Supplies (GENE					\$148.00
	Invoice 682240					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$148.00
Claim# 37098 MENARDS MAPLE GROVE						
AP Payment	E 100-42100-220 Repair/Maint Supply (GEN supplies					\$119.30
	Invoice 83171					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$119.30
Claim# 37099 MOTLEY AUTO SERVICE						
AP Payment	E 100-42100-220 Repair/Maint Supply (GEN repair work					\$426.00
	Invoice 6034					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$426.00
Claim# 37100 NAPA AUTO PARTS - CORCORAN						
AP Payment	E 100-42100-220 Repair/Maint Supply (GEN battery					\$320.27
	Invoice 353858					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$320.27
Claim# 37101 NAPA AUTO PARTS - CORCORAN						

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AP Payment	E 100-42100-220 Repair/Maint Supply (GEN battery					\$147.47
	Invoice 060521					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$147.47
Claim#	37103 STREICHER S POLICE EQUIPMENT					
AP Payment	E 100-42100-417 Uniforms	taser holster				\$45.99
	Invoice 11507526					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$45.99
Claim#	37104 SUPERIOR FORD					
AP Payment	E 100-42100-220 Repair/Maint Supply (GEN					\$54.53
	Invoice 165807					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$54.53
Claim#	37105 SYMBOL ARTS					
AP Payment	E 100-42100-417 Uniforms	badges				\$422.50
	Invoice 0379297					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$422.50
Claim#	37106 VERIZON WIRELESS					
AP Payment	E 100-42100-323 Radio Units	RADIO UNITS				\$0.00
	Invoice 9880647335					
AP Payment	E 100-42100-321 Telephone	CELL SERVICE				\$1,180.70
	Invoice 9880647335					
AP Payment	E 100-41951-210 Operating Supplies (GENE Code Enforcement Ipad					\$0.00
	Invoice 9880647335					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$1,180.70
Claim#	37107 VIKING AWARDS & RECOGNITION					
AP Payment	E 100-42100-210 Operating Supplies (GENE signs and engraving					\$530.78
	Invoice 7120					
Transaction Date	6/17/2021	Due 6/17/2021	Accounts Payable	20200	Total	\$530.78
Claim#	37109 LANDFORM					
AP Payment	G 500-20482 Nelson Sketch Plan 19-023	Rush Creek Reserve				\$674.50
	Invoice 31736					
AP Payment	G 500-20488 Rush Creek Reserve					\$1,029.50
	Invoice 31736					
AP Payment	G 500-20469 Rav 11-13 18-040, 19-002 & 01					\$114.25
	Invoice 31736					
AP Payment	G 500-20497 Kariniemi PP 20-016					\$390.50
	Invoice 31736					
AP Payment	G 500-20471 St. Therese Sketch Plan 19-00					\$142.00
	Invoice 31736					
AP Payment	G 500-20332 Lennar Tavera Development					\$2,165.50
	Invoice 31736					
AP Payment	G 500-20490 Cook Lake - Schommer					\$106.50
	Invoice 31736					
AP Payment	G 500-20217 Wright Henn Substation 20-048					\$106.50
	Invoice 31736					
AP Payment	G 500-20221 Franzen Minor Subd #20-049					\$248.50
	Invoice 31736					
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$4,977.75
Claim#	37110 LANDFORM					
AP Payment	G 500-20469 Rav 11-13 18-040, 19-002 & 01					\$35.50
	Invoice 31735					

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Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$35.50
Claim#	37111 LANDFORM					
AP Payment	G 500-20223 Napa Site Plan CUP 21-004 Invoice 31737					\$639.00
AP Payment	G 500-20477 Scherber CR30 WCA LGU Invoice 31737					\$355.00
AP Payment	G 500-20219 Krominga Variance 21-010 Invoice 31737					\$177.50
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$2,742.25
AP Payment	G 500-20227 D&D Service CUP SP VAR 21- Invoice 31737					\$688.50
AP Payment	G 500-20227 D&D Service CUP SP VAR 21- Invoice 31737					\$1,562.00
AP Payment	G 500-20228 Garages RZ, VAR, SP/CUP 21 Invoice 31737					\$142.00
AP Payment	G 500-20436 Pulte Encore - PUD Skch 17-0 Invoice 31737					\$1,975.00
AP Payment	G 500-20229 Dornsbach CUP 21-018 Invoice 31737					\$2,027.50
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$333.50
AP Payment	G 500-20332 Lennar Tavera Development Invoice 31737					\$71.00
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$35.50
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$462.50
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$4,666.00
AP Payment	E 100-41920-300 Professional Srvs (GENER Invoice 31737					\$6,102.25
AP Payment	E 100-41910-300 Professional Srvs (GENER Invoice 31737					\$200.00
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$22,179.50
Claim#	37112 ECM PUBLISHERS INC					
AP Payment	E 100-41910-210 Operating Supplies (GENE Invoice 838103					\$68.94
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$68.94
Claim#	37113 EQUIPMENT TRANSPORT INC					
AP Payment	E 100-43100-232 Gravel Invoice 13861					\$5,305.36
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$5,305.36
Claim#	37114 HENNEPIN COUNTY INFO TECH					
AP Payment	E 100-43100-223 Building Repair Supplies Invoice 1000167296					\$220.95
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$220.95
Claim#	37115 INTOXIMETERS					
AP Payment	E 100-42100-210 Operating Supplies (GENE Invoice 682239					\$305.00
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total	\$305.00

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Claim#	37116 MAPLE GROVE, CITY OF				
AP Payment	E 601-49400-310 Other Professional Service semi annual pymt				\$19,702.00
	Invoice 20899				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total \$19,702.00
Claim#	37117 SITE ONE LANDSCAPE SUPPLY				
AP Payment	E 100-45200-210 Operating Supplies (GENE				\$107.56
	Invoice 109738285-001				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total \$107.56
Claim#	37118 VIKING AWARDS & RECOGNITION				
AP Payment	E 100-42100-210 Operating Supplies (GENE				\$861.25
	Invoice 6943				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total \$861.25
Claim#	37119 XCEL ENERGY				
AP Payment	E 100-43100-381 Street/Signal Lights		STREET LIGHTING		\$0.00
	Invoice 734744620				
Transaction Date	6/18/2021	Due 6/18/2021	Accounts Payable	20200	Total \$0.00
Claim#	37121 LEAGUE OF MN CITIES INSUR. TRS				
AP Payment	E 100-43100-364 Workers Comp Insurance		INSURANCE CLAIM		\$213.45
	Invoice 1001014				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$213.45
Claim#	37122 MILLER CHEVROLET				
AP Payment	E 100-43100-220 Repair/Maint Supply (GEN PW REPAIR				\$898.58
	Invoice CVCS66194				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$898.58
Claim#	37123 WEBER, INC.				
AP Payment	E 400-41941-520 Buildings and Structures		REMODEL - PAY REQUEST #7		\$34,193.93
	Invoice PAY7				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$34,193.93
Claim#	37125 SOUTH LAKE MINNETONKA PD				
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT		\$905.36
	Invoice Q1 TZD				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$905.36
Claim#	37126 WEST HENNEPIN PUBLIC SAFETY				
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT		\$3,357.58
	Invoice Q1 TZD				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$3,357.58
Claim#	37127 ROGERS POLICE DEPARTMENT				
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT		\$1,293.39
	Invoice Q1 TZD				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$1,293.39
Claim#	37128 ORONO POLICE DEPARTMENT				
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT		\$2,893.80
	Invoice Q1 TZD				
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total \$2,893.80
Claim#	37129 MEDINA POLICE DEPARTMENT				
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT		\$2,903.05
	Invoice Q1 TZD				

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Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$2,903.05
Claim#	37130 DEEPHAVEN POLICE DEPARTMENT					
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT			\$438.29
	Invoice Q1 TZD					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$438.29
Claim#	37131 DAYTON POLICE DEPARTMENT					
AP Payment	E 100-42100-435 Toward Zero Deaths		TZD GRANT			\$10,274.05
	Invoice Q1 TZD					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$10,274.05
Claim#	37132 CULLIGAN BOTTLED WATER					
AP Payment	E 100-41941-210 Operating Supplies (GENE OFFICE WATER)					\$18.97
	Invoice 114X80801000					
AP Payment	E 100-41941-210 Operating Supplies (GENE PD OFFICE WATER)					\$21.40
	Invoice 100X06960103					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$40.37
Claim#	37133 AMAZON CAPITAL SERVICES					
AP Payment	E 100-42100-200 Office Supplies (GENERA SUPPLIES)					\$173.23
	Invoice 1VNN-37XN-H7YL					
AP Payment	E 100-42100-200 Office Supplies (GENERA SUPPLIES)					\$324.47
	Invoice 1YWF-GPH6-3MTC					
AP Payment	E 100-41100-210 Operating Supplies (GENE KEY CARDS)					\$470.00
	Invoice 1CCL-NKKR-LP9X					
AP Payment	E 100-42100-210 Operating Supplies (GENE SUPPLIES)					\$670.89
	Invoice 1X3X-HD3K-KGLV					
AP Payment	E 100-41941-210 Operating Supplies (GENE SUUPLIES)					\$79.95
	Invoice 1HYR-1QX1-1MWX					
AP Payment	E 100-43100-210 Operating Supplies (GENE SAFETY GLASSES)					\$32.98
	Invoice 16FR-XWHC-GV7Q					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$1,751.52
Claim#	37134 ABDO, EICK & MEYERS, LLP					
AP Payment	E 100-41540-300 Professional Srvs (GENER 2020 AUDIT)					\$5,600.00
	Invoice 445350					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$5,600.00
Claim#	37135 Z SYSTEMS, INC					
AP Payment	E 100-42100-208 Training and Instruction		SUPPLIES			\$108.00
	Invoice 81684					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$108.00
Claim#	37136 TACTICAL SOLUTIONS					
AP Payment	E 100-42100-210 Operating Supplies (GENE RADAR UNITS)					\$426.00
	Invoice 8435					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$426.00
Claim#	37137 PRESTIGE DENT INC					
AP Payment	E 100-41941-810 Refunds/Reimbursements		INSURANCE CLAIM			\$530.46
	Invoice 1524					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$530.46
Claim#	37138 DELETEME					
AP Payment	E 100-42100-300 Professional Srvs (GENER TECH SERVICE)					\$360.00
	Invoice 1B193A5A-0002					

CITY OF CORCORAN

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*Claim Register©

06/24/21 PAY

June 2021

Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$360.00
Claim#	37139 CINTAS - 470					
AP Payment	E 100-41941-210 Operating Supplies (GENE CITY HALL)					\$121.33
	Invoice 4085979347					
AP Payment	E 100-42100-223 Building Repair Supplies FLOOR MATS - POLICE					\$24.10
	Invoice 4086721444					
AP Payment	E 100-43100-210 Operating Supplies (GENE BATHROOM)					\$16.35
	Invoice 4086721349					
AP Payment	E 100-41941-210 Operating Supplies (GENE BATHROOM)					\$10.00
	Invoice 4085979298					
AP Payment	E 100-43100-417 Uniforms UNIFORMS					\$79.05
	Invoice 4086721514					
AP Payment	E 100-43100-417 Uniforms UNIFORMS					\$0.00
	Invoice					
AP Payment	E 100-41941-210 Operating Supplies (GENE CITY HALL)					\$46.73
	Invoice 4085979368					
AP Payment	E 100-42100-223 Building Repair Supplies FLOOR MATS - POLICE					\$24.10
	Invoice 4085979378					
AP Payment	E 100-43100-210 Operating Supplies (GENE PUBLIC WORKS)					\$0.00
	Invoice					
AP Payment	E 100-41941-210 Operating Supplies (GENE CITY HALL - RUGS)					\$121.33
	Invoice 4086721483					
AP Payment	E 100-43100-417 Uniforms UNIFORMS					\$0.00
	Invoice					
AP Payment	E 100-43100-417 Uniforms UNIFORMS					\$0.00
	Invoice					
AP Payment	E 100-43100-210 Operating Supplies (GENE TOWELS)					\$72.28
	Invoice 4086721534					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$515.27
Claim#	37140 TRANSUNION RISK & ALTERNATIVE					
AP Payment	E 100-42100-300 Professional Svcs (GENER TECH SERVICE)					\$75.00
	Invoice 3609221					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$75.00
Claim#	37141 COMPUTER INTEGRATION TECH					
AP Payment	E 100-41951-300 Professional Svcs (GENER TECH SUPPORT)					\$1,111.50
	Invoice 310336					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$1,111.50
Claim#	37142 WESTSIDE WHOLESALE TIRE					
AP Payment	E 100-43100-220 Repair/Maint Supply (GEN TRAILER TIRE REPAIR)					\$25.00
	Invoice 884046					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$25.00
Claim#	37144 LANO EQUIPMENT					
AP Payment	E 100-43100-220 Repair/Maint Supply (GEN REPAIR SUPPLIES)					\$108.83
	Invoice 03-838779					
Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$108.83
Claim#	37145 GOPHER STATE ONE CALL					
AP Payment	E 601-49400-380 Utility & Services (GENER SERVICE)					\$158.63
	Invoice 1050310					
AP Payment	E 602-49450-380 Utility & Services (GENER SERVICE)					\$158.62
	Invoice 1050310					

CITY OF CORCORAN

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***Claim Register©**

06/24/21 PAY

June 2021

Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$317.25
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Claim# 37147 WETLAND CREDIT AGENCY

AP Payment	E 427-43100-530 Improvements Other Than WETLAND BANK PURCHASE - GLEASON PARKWAY/66TH EXTENSION				\$2,500.00
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Invoice

Transaction Date	6/23/2021	Due 6/23/2021	Accounts Payable	20200	Total	\$2,500.00
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Claim Type	Direct	Total	\$285,689.95
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Pre-Written Checks	\$0.00
Checks to be Generated by the Compute	\$285,689.95
Total	\$285,689.95

STAFF REPORT

Agenda Item 7d.

Council Meeting: June 24, 2021	Prepared By: Michelle Friedrich
Topic: Tobacco License Approvals	Action Required: Approval

Summary:

The City licenses establishments annually for the sale of tobacco. Staff has received renewal information from licensed establishments. Staff will contact establishments to finalize outstanding license renewal paperwork.

For license approval, applicants must submit the required application materials and insurance documentation for license renewal.

Financial/Budget:

License fees are estimated annually and are a budgeted revenue source.

Council Action:

Approve Resolution 2021-63 Resolution Approving Tobacco Licenses in the City of Corcoran, Minnesota.

Attachments:

1. Resolution 2021-63 Resolution Approving Tobacco Licenses in the City of Corcoran, Minnesota

RESOLUTION NO. 2021-63

Motion By:
Seconded By:

**A RESOLUTION APPROVING TOBACCO LICENSES IN THE
CITY OF CORCORAN, MINNESOTA**

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Tobacco Licenses are granted a conditional license effective July 1, 2021, through June 30, 2022, to the following establishments and licensees as the appropriate application, insurance documents, and payment have been provided.

<u>ESTABLISHMENT</u>	<u>LICENSEE</u>	<u>LICENSES</u>
Corcoran Crossroads Market Place	Harikrishna LLC	Tobacco
Mama G's	Mama G's Operations LLC	Tobacco
The Original Tom Thumb	HJRAE, LLC	Tobacco

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee – Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-62

Motion By:
Seconded By:

**A RESOLUTION APPROVING 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE
IN THE CITY OF CORCORAN, MINNESOTA**

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Liquor License is granted effective for the dates as indicated, to the following Licensee, provided appropriate application and insurance documents.

<u>LICENSEE</u>	<u>LICENSE</u>	<u>LICENSE EFFECTIVE DATE</u>
Archdiocese of St. Paul and Minneapolis <i>Location:</i> <i>St. Thomas the Apostle Church*</i> <i>20000 County Road 10</i> <i>Corcoran, MN 55340</i>	1 Day to 4 Day Temporary On-Sale Liquor License	August 15, 2021

*Restricted use (purchasing and consuming) on parish grounds.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-71

Motion By:
Seconded By:

**ACCEPTING THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED
UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs; and

WHEREAS, as a result of the Pandemic cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19; and

WHEREAS, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic; and

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

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

WHEREAS, \$656,250 has been allocated to the City of Corcoran (“City”) pursuant to the ARPA (“Allocation”); and

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

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance; and

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.

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

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.
2. City staff, together with the Mayor and the City Administrator are hereby authorized to take any actions necessary to receive the City’s share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.

RESOLUTION NO. 2021-71

3. City staff, together with the Mayor and the City Administrator are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

VOTING AYE

- McKee, Tom
 Bottema, Jon
 Nichols, Jeremy
 Schultz, Alan
 Thomas, Manoj

VOTING NAY

- McKee, Tom
 Bottema, Jon
 Nichols, Jeremy
 Schultz, Alan
 Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June, 2021.

Tom McKee – Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

STAFF REPORT

Agenda Item 7g.

Council Meeting: June 24, 2021	Prepared By: Kevin Mattson
Topic: 2021 Road Materials Bid Awards – Asphalt Maintenance, Gravel, & Seal Coat/Fog Seal	Action Required: Approval

Summary:

Annually the City contracts for various road materials. At the February 25, 2021 Council meeting, Council authorized staff to obtain quotes and bids for asphalt maintenance, gravel, and seal coat/fog seal. Advertisements were published in the Crow River News and sent out to firms who had previously bid projects for the City of Corcoran.

Bids for asphalt maintenance, gravel, and seal coat/fog seal are scheduled to be opened on Monday, June 21, 2021. Bid results and revised resolutions will be provided to the council prior to the meeting.

Financial/Budget:

Costs for these services are included in the 2021 budget or carried over from 2020 budget in the case of the Asphalt Maintenance project.

Council Action:

Approve Resolution 2021-66 Awarding Asphalt Maintenance Contract, Resolution 2021-67 Awarding Gravel Contract, and Resolution 2021-68 Awarding Seal Coat/Fog Seal Contract.

Attachments:

1. Resolution 2021-66 Awarding Asphalt Maintenance Contract
2. Resolution 2021-67 Awarding Gravel Contract
3. Resolution 2021-68 Awarding Seal Coat/Fog Seal Contract

RESOLUTION NO. 2021-66

Motion By:
Seconded By:

A RESOLUTION AWARDING ASPHALT MAINTENANCE CONTRACTS

WHEREAS, pursuant to bids and quotes sought for 2021 street maintenance materials for various streets within the City, bids and quotes were received, opened, and tabulated according to law; and

WHEREAS, the picked or delivered asphalt will be quoted prior to use and the lowest responsible provider will be selected; and

Bids Received for Asphalt Picked Up at the Plant

Contractor A	\$46.10
Contractor B	\$54.50

BE IT RESOLVED, that **Contractor Name** has been identified as the lowest responsible bidder for asphalt picked up at the plant; in the event **Contractor Name** is unable to provide asphalt at the plant on the dates required by Corcoran Public Works, the next lowest bidder will be used.

Bids Received for Asphalt Placed on City Streets

Contractor A	\$66.95
Contractor B	\$69.00

BE IT RESOLVED, that **Contractor Name** has been identified as the lowest responsible bidder for product placed on city streets; in the event **Contractor Name** is unable to provide placement on city streets on the dates required by Corcoran Public Works, the next lowest bidder will be used.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and Clerk are hereby authorized and directed to enter into contracts with above identified responsible bidders in the name of the City of Corcoran for the 2021 street maintenance materials.

VOTING AYE

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

VOTING NAY

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

RESOLUTION NO. 2021-66

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-66

Motion By:
Seconded By:

A RESOLUTION AWARDING ASPHALT MAINTENANCE CONTRACTS

WHEREAS, pursuant to bids and quotes sought for 2021 street maintenance materials for various streets within the City, bids and quotes were received, opened, and tabulated according to law; and

WHEREAS, the picked or delivered asphalt will be quoted prior to use and the lowest responsible provider will be selected; and

Bids Received for Asphalt Picked Up at the Plant

Omman Brothers Inc \$58.02

BE IT RESOLVED, that Omman Brothers Inc., has been identified as the lowest responsible bidder for asphalt picked up at the plant; in the event Omman Brothers Inc., is unable to provide asphalt at the plant on the dates required by Corcoran Public Works, the next lowest bidder will be used.

Bids Received for Asphalt Placed on City Streets

Omman Brothers Inc \$67.85
GMH Asphalt, Inc. \$69.49

BE IT RESOLVED, that Omman Brothers Inc., has been identified as the lowest responsible bidder for product placed on city streets; in the event Omman Brothers Inc., is unable to provide placement on city streets on the dates required by Corcoran Public Works, the next lowest bidder will be used.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and Clerk are hereby authorized and directed to enter into contracts with above identified responsible bidders in the name of the City of Corcoran for the 2021 street maintenance materials.

VOTING AYE

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

VOTING NAY

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

RESOLUTION NO. 2021-66

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-67

Motion By:
Seconded By:

A RESOLUTION AWARDING 2022, 2023 & 2024 GRAVEL CONTRACT

WHEREAS, on February 25, 2021 Council authorized staff to seek bids for gravel (Class 5) for 2022, 2023, and 2024;

WHEREAS, staff placed the advertisement in the Crow River News and provided bid advertisement to companies who have participated in the bidding process in previous years;

WHEREAS, bids were opened June 21, 2021 and the following bid was received;

	2022	2023	2024

BE IT RESOLVED, that Contractor Name has been identified as the lowest responsible bidder;

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and City Clerk are hereby authorized and directed to enter into contract with above identified responsible bidder in the name of the City of Corcoran for gravel for 2022, 2023 and 2024.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-67

Motion By:
Seconded By:

A RESOLUTION AWARDDING 2022, 2023 and 2024 GRAVEL CONTRACT

WHEREAS, pursuant to quotes and bids sought for 2022, 2023, and 2024 Gravel maintenance materials for various streets within the City, bids and quotes were received, opened, and tabulated according to law; and

WHEREAS, staff placed the advertisement in the Crow River News and provided bid advertisement to companies who have participated in the bidding process in previous years;

WHEREAS, bids were opened June 21, 2021, and the following bid was received;

	2022	2023	2024
Fehn Companies	\$7.74	\$8.13	\$8.54

BE IT RESOLVED, that Fehn Companies has been identified as the lowest responsible bidder;

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and City Clerk are hereby authorized and directed to enter into contract with above identified responsible bidder in the name of the City of Corcoran for gravel for 2022, 2023 and 2024.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-68

Motion By:
Seconded By:

A RESOLUTION AWARDING SEAL COAT/FOG SEAL CONTRACT

WHEREAS, pursuant to quotes and bids sought for 2021 Seal Coat/Fog Seal street maintenance materials for various streets within the City, bids and quotes were received, opened, and tabulated according to law; and

WHEREAS, the following quotes were received:

CONTRACTOR	TRAP ROCK (sq yard)	GRANITE (sq yard)	BITUMINOUS (per gallon)	FOG Seal (per gallon)	PAVEMENT STRIPING (lump sum)	Estimated Total Project Cost
Contractor A	\$0.30	\$0.31	\$3.05	\$2.25	\$11,900.00	\$95,875
Contractor B	\$0.50	\$0.40	\$2.50	\$2.10	\$11,900.00	\$99,470

BE IT RESOLVED, that **Contractor Name** has been identified as the lowest responsible bidder;

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and Clerk are hereby authorized and directed to enter into contract with above identified responsible bidder in the name of the City of Corcoran for the 2021 Seal Coat/Fog Seal materials.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Thomas, Manoj

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-68

Motion By:
Seconded By:

A RESOLUTION AWARDING SEAL COAT/FOG SEAL CONTRACT

WHEREAS, pursuant to quotes and bids sought for 2021 Seal Coat/Fog Seal street maintenance materials for various streets within the City, bids and quotes were received, opened, and tabulated according to law; and

WHEREAS, the following quotes were received:

Base Bid

CONTRACTOR	1/8-Inch TRAP ROCK (sq yard)	BITUMINOUS (per gallon)	FOG Seal (per gallon)	Estimated Total Project Cost
Pearson Brothers, Inc.	\$0.55	\$2.10	\$2.50	\$31,747.50
Allied Blacktop Company	\$1.26	\$0.10	\$3.68	\$40,156.00

Alternate 1

CONTRACTOR	1/8-Inch TRAP ROCK (sq yard)	BITUMINOUS (per gallon)	FOG Seal (per gallon)	PAVEMENT STRIPING (lump sum)	Estimated Total Project Cost
Pearson Brothers, Inc.	\$1.50	\$0.10	\$2.00	\$600.00	\$10,685.00
Allied Blacktop Company	\$2.03	\$0.10	\$3.14	\$1,100.00	\$14,943.00

BE IT RESOLVED, that Pearson Brothers, Inc., has been identified as the lowest responsible bidder for the Base Bid and Alternate 1;

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CORCORAN, MN:

That the Mayor and Clerk are hereby authorized and directed to enter into contract with above identified responsible bidder in the name of the City of Corcoran for the 2021 Seal Coat/Fog Seal materials.

VOTING AYE

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

VOTING NAY

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Thomas, Manoj**

RESOLUTION NO. 2021-68

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

STAFF REPORT

Agenda Item 7h.

Council Meeting: June 24, 2021	Prepared By: Natalie Davis
Topic: Amendment to the Interim Ordinance Establishing a Development Moratorium within the Northeast District of Corcoran	Action Required: Approval

Summary:

City Council approved Ordinance 2021-415 at the June 10, 2021, regular meeting. This enacted a moratorium on most development applications for properties located within the Northeast District. Shortly after the meeting, City Staff became aware of an oversight in the verbiage of the “Recitals” portion of the Ordinance as it did not include an exemption for Gordon’s Country Estates (City File No. 21-025).

This development application involves two properties located within the Northeast District. The request is essentially for a lot line adjustment between two residential properties that, if approved, will not impact the planning process for the studies being completed within the Northeast District. Gordon’s Country Estates is scheduled for a Public Hearing at the Planning Commission meeting on July 1, 2021, which is the same Public Hearing date as the other exempted development applications for Amberley & Bellwether (City File No. 21-017).

Due to the Urban Reserve designation of the lots in Gordon’s Country Estates, the lot line adjustment must be processed as a plat. Preliminary plats in general should be exempted under the interim ordinance to prevent approving subdivisions that outpace our infrastructure. With this in mind, Gordon’s Country Estates should be included as an exempt application in the Recitals of the interim ordinance rather than allowing preliminary plats during the moratorium.

Financial/Budget:

Amending the moratorium is not anticipated to impact the budget.

Recommendation:

Staff recommends adoption of the Ordinance amending Ordinance 2021-419 exempting Gordon Country’s Estates (City File No. 21-025) from the 1-year development moratorium within the Northeast District of Corcoran.

Council Action:

Consider a motion to adopt ordinance 2021-419.

Attachments:

1. Ordinance 2021-419
2. Ordinance 2021-415 (adopted June 10, 2021)

ORDINANCE NO. 2021-419

Motion By:
Seconded By:

**AN AMENDMENT TO INTERIM ORDINANCE NO. 2021-415 OF THE CITY OF CORCORAN,
MINNESOTA PROHIBITING APPROVAL OF NEW PLATS, PLANNED UNIT
DEVELOPMENTS, CONDITIONAL USE PERMITS, SITE PLANS, AND BUILDING PERMITS.**

THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, ORDAINS:

Section 1 of Interim Ordinance No. 2021-415 is hereby amended to add the underlined language below:

Section 1. Recitals

1. The City Council is actively studying, and will continue to study, water supply planning in the area generally bounded by County Road 117, County Road 101, Schutte Road, and the MUSA boundary (the "Northeast District" or the "Study Area" herein) and intends to study design standards and implement updates to the Northeast District master plan.
2. A moratorium on development in the Study Area within the Corcoran city limits, which is depicted on the attached graphic titled "Proposed Master Planning Area" is needed to allow time to finalize water supply planning, correct any defects, or clear up any ambiguities in the City's Comprehensive Plan and zoning ordinance, and to provide additional information that will be beneficial for the future development of properties in the Study Area.
3. The City of Corcoran has not received conditional use permit (CUP) applications for the development in the Study Area; and
4. The City of Corcoran has not received building permit applications outside of projects granted preliminary approvals in the Study Area; and
5. As of the date of this ordinance, the City of Corcoran has received two complete plat and Planned Unit Development (PUD) applications for Amberley and Bellwether (City File No. 21-017) within the Study Area. These specific applications within City File No. 21-017 will be exempt from this interim ordinance.
6. As of the date of this ordinance, the City of Corcoran has also received complete plat, variance, and vacation applications for Gordon's Country Estates (City File No. 21-025) within the Study Area. These specific applications within City File No. 21-025 will also be exempt from this interim ordinance.

ORDINANCE NO. 2021-419

Adopted by City Council on the 24th day of June, 2021.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

ORDINANCE NO. 2021-415

Motion By:
Seconded By:

AN INTERIM ORDINANCE OF THE CITY OF CORCORAN, MINNESOTA PROHIBITING APPROVAL OF NEW PLATS, PLANNED UNIT DEVELOPMENTS, CONDITIONAL USE PERMITS, SITE PLANS, AND BUILDING PERMITS.

THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, ORDAINS:

Section 1. Recitals

1. The City Council is actively studying, and will continue to study, water supply planning in the area generally bounded by County Road 117, County Road 101, Schutte Road, and the MUSA boundary (the "Northeast District" or the "Study Area" herein) and intends to study design standards and implement updates to the Northeast District master plan.
2. A moratorium on development in the Study Area within the Corcoran city limits, which is depicted on the attached graphic titled "Proposed Master Planning Area" is needed to allow time to finalize water supply planning, correct any defects, or clear up any ambiguities in the City's Comprehensive Plan and zoning ordinance, and to provide additional information that will be beneficial for the future development of properties in the Study Area.
3. The City of Corcoran has not received conditional use permit (CUP) applications for the development in the Study Area; and
4. The City of Corcoran has not received building permit applications outside of projects granted preliminary approvals in the Study Area; and
5. As of the date of this ordinance, the City of Corcoran has received two complete plat and Planned Unit Development (PUD) applications for Amberley and Bellwether (City File No. 21-017) within the Study Area. These specific applications within City File No. 21-017 will be exempt from this interim ordinance.

Section 2. Definitions. The following terms, whenever used in this ordinance, shall be interpreted to mean:

Plat – A drawing or map of a subdivision prepared for filing of record pursuant to Minnesota Statutes Chapter 505, and containing all the elements set forth in Corcoran city code adopted pursuant to Minn. Stat. 462.358 and Chap. 505.

Section 3. Purpose and Intent. The City desires to conduct an in-depth study of the following:

- Water supply and treatment infrastructure development in the Study Area;
- The most desirable mix of residential, commercial, and industrial uses in the Study Area;
- The most desirable design standards in the Study Area.

Minnesota Statutes, Section 462.355 Subdivision 4 allows the City to adopt an interim ordinance to protect the City's planning process and the health, safety and welfare of the citizens of the community. The City Council finds that it is necessary to adopt an interim

ORDINANCE NO. 2021-415

ordinance to allow sufficient time for the studies to be conducted to determine whether there is a need to amend the City's official controls or its comprehensive plan.

Section 4. Temporary Prohibition.

Pending the completion of the studies referred to above, and the corresponding repeal or expiration of this ordinance:

1. Site Plans, Plat, PUD, and CUP applications for development within the Study Area shall not be processed, approved, or accepted, unless specifically exempted within the Recitals listed above or unless such application has received preliminary approval from the City; and
2. Building permits not associated with a project that received preliminary approvals prior to the effective date of this ordinance or is specifically exempted within the Recitals listed above shall not be processed, approved, or accepted; and
3. Concept/Sketch plans not associated with a rezoning or comprehensive plan amendment application, or a project that received preliminary approvals prior to the effective date of this ordinance or is specifically exempted within the Recitals listed above with shall not be processed or accepted.

Section 5. Permitted Applications. Complete applications for rezoning, comprehensive plan amendments, variances for additions to existing structures, certificates of compliance, and grading permits will be accepted and processed for property within the Study Area, during the term of this ordinance. Additionally, applications for plats, PUDs, CUPs, building permits, and site plans, if such applications are associated with a project that received preliminary approval prior to this ordinance, or are otherwise exempted within the Recitals listed above, will be accepted and processed for property within the Study Area during the term of this ordinance.

Section 6. Area Impacted by the Moratorium. This moratorium shall apply only to the land within the Northeast District of the city limits. The total Study Area is bordered by the Municipal Urban Service Area boundary to the west, County Road 101 to the east, County Road 117 to the north, and the properties along the north side of Schutte Road to the south, all located in Hennepin County, Minnesota.

Section 7. Effective Date. This Ordinance becomes effective from and after the date of its passage and shall remain in effect until the earlier of either: 1) June 10, 2022; or 2) the date of acceptance of the above-named land use studies by the City Council and the Council's corresponding repeal of this ordinance.

Adopted by City Council on the 10th day of June, 2021.

VOTING AYE

- McKee, Tom**
- Bottema, Jon**
- Thomas, Manoj**
- Nichols, Jeremy**
- Schultz, Alan**

VOTING NAY

- McKee, Tom**
- Bottema, Jon**
- Thomas, Manoj**
- Nichols, Jeremy**
- Schultz, Alan**

ORDINANCE NO. 2021-415

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

STAFF REPORT

Agenda Item 7i.

Council Meeting: June 24, 2021	Prepared By: Brad Martens
Topic: City Hall Remodel – Pay Request #7	Action Required: Approval

Summary:

Work continues on the City Hall remodel project. Attached to this report is pay request number seven for work completed on the project.

Financial/Budget:

Budget Category	Approved Amount	Projected Amount 6/18/21
Construction	\$396,500	\$442,041
Technology	\$120,000	\$88,500
Furniture	\$120,000	\$166,742
Soft Costs	\$90,000	\$30,000
Total	\$726,500	\$727,283

Council Action:

Approve Pay Request #7 for the City Hall remodel project.

Attachments:

1. Pay Request #7

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

PROJECT: CORCORAN CITY HALL AND PO APPLICATION NO: 00007
8200 County Road 116
Corcoran MN

PERIOD TO: 5/31/2021
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	\$45,540.74
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$442,040.74
4. TOTAL COMPLETED & STORED TO DATE	\$442,040.74
(Column G on G703)	
5. RETAINAGE:	
a. <u>5.000</u> % of Completed Work	\$22,102.04
(Columns D + E on G703)	
b. <u>5.000</u> % of Stored Material	\$0.00
(Columns F on G703)	
Total Retainage (Line 5a + 5b or	\$22,102.04
Total in Columns I on G703)	
6. TOTAL EARNED LESS RETAINAGE	\$419,938.70
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	
(Line 6 from prior Certificate)	\$385,744.77
8. CURRENT PAYMENT DUE	\$34,193.93
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 less Line 6)	\$22,102.04

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.

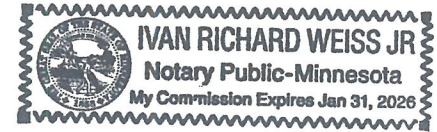
CONTRACTOR: Weber, Inc.

By: [Signature] Date: 05/26/2021

State of: Minnesota
County of: Ramsey

Subscribed and sworn to before
me this 26th day of May, 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

\$34,193.93

(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: 6/17/2021

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.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$24,755.79	\$0.00
Total approved this Month	\$20,784.95	\$0.00
TOTALS	\$45,540.74	\$0.00
NET CHANGES by Change Order		\$45,540.74



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.: 00007
 APPLICATION DATE:
 PERIOD TO: 5/31/2021
 ARCHITECT'S PROJECT NO.: 20-001

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G÷C)		
			(D + E)						
024119	Selective Demolition	\$16,400.00	\$16,400.00	\$0.00	\$0.00	\$16,400.00	100.000	\$0.00	\$820.00
042000-L	Non-Bearing Unit Masonry - Labor	\$4,300.00	\$4,300.00	\$0.00	\$0.00	\$4,300.00	100.000	\$0.00	\$215.00
042000-M	Non-Bearing Unit Masonry - Mate	\$700.00	\$700.00	\$0.00	\$0.00	\$700.00	100.000	\$0.00	\$35.00
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	\$10,600.00	\$0.00	\$0.00	\$10,600.00	100.000	\$0.00	\$530.00
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	\$300.00	\$0.00	\$0.00	\$300.00	100.000	\$0.00	\$15.00
079200-M	Sealants - Material	\$100.00	\$100.00	\$0.00	\$0.00	\$100.00	100.000	\$0.00	\$5.00
081000-M	Steel Doors & Frames - Material	\$7,863.00	\$7,863.00	\$0.00	\$0.00	\$7,863.00	100.000	\$0.00	\$393.15
081400-M	Wood Doors - Material	\$5,995.00	\$5,995.00	\$0.00	\$0.00	\$5,995.00	100.000	\$0.00	\$299.75
087100-M	Finish Hardware - Material	\$28,102.00	\$28,102.00	\$0.00	\$0.00	\$28,102.00	100.000	\$0.00	\$1,405.10
088000-L	Glazing - Labor	\$4,689.00	\$4,251.90	\$437.10	\$0.00	\$4,689.00	100.000	\$0.00	\$234.45
088000-M	Glazing - Material	\$5,886.00	\$5,297.40	\$588.60	\$0.00	\$5,886.00	100.000	\$0.00	\$294.30
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	\$17,850.00	\$0.00	\$0.00	\$17,850.00	100.000	\$0.00	\$892.50
092116-M	Gypsum Board - Material	\$7,650.00	\$7,650.00	\$0.00	\$0.00	\$7,650.00	100.000	\$0.00	\$382.50
093000-L	Tile - Labor	\$5,430.00	\$5,430.00	\$0.00	\$0.00	\$5,430.00	100.000	\$0.00	\$271.50
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	\$2,100.00	\$0.00	\$0.00	\$2,100.00	100.000	\$0.00	\$105.00
095100-M	Acoustical Ceiling - Material	\$5,058.00	\$5,058.00	\$0.00	\$0.00	\$5,058.00	100.000	\$0.00	\$252.90
096000-L	Soft Flooring - Labor	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.000	\$0.00	\$450.00
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	\$8,370.00	\$0.00	\$8,370.00	100.000	\$0.00	\$418.50
099100-M	Painting - Material	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.000	\$0.00	\$100.00
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	\$225.00	\$0.00	\$0.00	\$225.00	100.000	\$0.00	\$11.25
101413-M	Dimensional Characters - Material	\$560.00	\$560.00	\$0.00	\$0.00	\$560.00	100.000	\$0.00	\$28.00
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	\$1,458.00	\$0.00	\$0.00	\$1,458.00	100.000	\$0.00	\$72.90
123000-L	Cabinets & Solid Surfaces-Labor	\$2,160.00	\$2,160.00	\$0.00	\$0.00	\$2,160.00	100.000	\$0.00	\$108.00
123000-M	Cabinets & Solid Surfaces-Material	\$7,863.00	\$7,863.00	\$0.00	\$0.00	\$7,863.00	100.000	\$0.00	\$393.15



CONTINUATION SHEET

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.: 00007
 APPLICATION DATE:
 PERIOD TO: 5/31/2021
 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					
220000-L	Plumbing - Labor	\$6,800.00	\$6,800.00	\$0.00	\$0.00	\$6,800.00	100.000	\$0.00	\$340.00
220000-M	Plumbing - Material	\$6,900.00	\$6,900.00	\$0.00	\$0.00	\$6,900.00	100.000	\$0.00	\$345.00
230000-C	Controls	\$1,400.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	100.000	\$0.00	\$70.00
230000-L	HVAC - Labor	\$18,700.00	\$17,700.00	\$1,000.00	\$0.00	\$18,700.00	100.000	\$0.00	\$935.00
230000-M	HVAC - Material	\$17,200.00	\$17,200.00	\$0.00	\$0.00	\$17,200.00	100.000	\$0.00	\$860.00
230000-T	Test & Balance	\$4,800.00	\$4,080.00	\$720.00	\$0.00	\$4,800.00	100.000	\$0.00	\$240.00
260000-L	Electrical - Labor	\$25,000.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.000	\$0.00	\$1,250.00
260000-M	Electrical - Material	\$43,500.00	\$43,500.00	\$0.00	\$0.00	\$43,500.00	100.000	\$0.00	\$2,175.00
270000-L	Communications - Labor	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.000	\$0.00	\$100.00
270000-M	Communications	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.000	\$0.00	\$150.00
280000-L	Electrical Safety & Security - Labor	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.000	\$0.00	\$100.00
280000-M	Electrical Safety & Security - Materi	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.000	\$0.00	\$100.00
350000	General Conditions	\$28,534.00	\$27,392.64	\$1,141.36	\$0.00	\$28,534.00	100.000	\$0.00	\$1,426.70
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	\$22,838.40	\$951.60	\$0.00	\$23,790.00	100.000	\$0.00	\$1,189.50
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
C00003	CHANGE ORDER NO. 003	\$2,620.28	\$2,620.28	\$0.00	\$0.00	\$2,620.28	100.000	\$0.00	\$131.01
C00004	CHANGE ORDER NO. 004	\$10,351.95	\$10,351.95	\$0.00	\$0.00	\$10,351.95	100.000	\$0.00	\$517.60
C00005	CHANGE ORDER NO. 005	\$10,397.25	\$0.00	\$10,397.25	\$0.00	\$10,397.25	100.000	\$0.00	\$519.86
C00006	CHANGE ORDER NO. 006	\$10,387.70	\$0.00	\$10,387.70	\$0.00	\$10,387.70	100.000	\$0.00	\$519.39
		\$442,040.74	\$406,047.13	\$35,993.61	\$0.00	\$442,040.74	100.000%	\$0.00	\$22,102.04





TO: Corcoran City Council

FROM: Kendra Lindahl, Landform

DATE: June 16, 2021 for the June 24, 2021 City Council Meeting

RE: Request from Westside Wholesale Tire for a Zoning Ordinance Text Amendment to the I-1 (Light Industrial) District Standards (city file no. 21-015)

120-DAY REVIEW DEADLINE: August 10, 2021

1. Description of Request

The applicants have been working with the City to resolve a long-term code violation at Westside Wholesale Tire. The text amendment to the I-1 (Light Industrial) district standards was discussed and recommended by the City Council as the first step to resolve the issues.

2. Planning Commission Review

The Planning Commission held a public hearing at the June 3rd meeting. Other than the applicant, there was no one present to speak on this item.

The commissioners felt that some of the language was clunky and directed staff to work to provide more clarity if possible. The draft language has been reviewed by the City attorney.

The Planning Commission voted 5-0 to recommend approval of the ordinance and resolution with finding of fact with two changes:

- a. Revise the language in B.1. and C.1. for clarity and readability and
- b. keep the existing 50-foot front yard setback in the I-1 district.

The draft resolution reflects this recommendation.

3. Background

Westside Tire is 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 for Westside Tire with no outside storage (Resolution 1988-28). Over time, Westside began outside storage on the site and expanded to storage and parking on the 19950 75th Avenue parcel in violation of City Code standards. The City and developer have been working to resolve these code violations.

On March 11, 2021 the Council reviewed the latest proposal from the applicant and indicated support to change the Zoning Ordinance to allow parking and outside storage as a principal use. This request is



simply to modify the ordinance. If approved, the next step would be for the applicant to submit an application for the site.

4. Analysis

Staff has reviewed the application for consistency with Comprehensive Plan, Zoning Ordinance, Subdivision Ordinance and City Code requirements, as well as City policies. The City Engineer's comments are incorporated into this staff report, the detailed comments are included in the attached engineering memo and the approval conditions require compliance with the memo.

A. Level of City Discretion in Decision-Making

The City has a relatively high level of discretion in approving or denying an ordinance amendment. The proposed zoning amendment must be consistent with the City's Comprehensive Plan. The Zoning Ordinance is one of the enforcement tools used to implement the goals and standards set in the Comprehensive Plan.

B. Consistency with Ordinance Standards

The request is to amend the Light Industrial district standards to allow outside storage and vehicle parking as a principal use. The City Council indicated support for the concept if it were narrowly written for properties like this that are separated by a public street and cannot be combined. Any changes to the I-1 district standards would apply to all property owners in that district. The applicant did not propose specific code changes, but did provide a conceptual site plan that indicates the desired changes.

Staff recommends that outside storage and parking as a principal use be allowed by interim use permit (IUP). An IUP differs from a conditional use permit (CUP) in that a CUP runs with the land in perpetuity regardless of ownership, whereas an IUP has certain sunset clauses that could be attached to the approval such as a change in ownership, a certain number of years or other trigger that would end the approval.

As part of the IUP and site plan review, the City can attach additional conditions to address a specific development proposal.

The draft ordinance language proposed by staff generally would allow the applicant to proceed with their plans. The key changes are discussed below:

- The draft language would require outside storage areas and related fencing to meet the parking setback. The ordinance requires compliance with the proposed 25-foot front yard setback and 10-foot side and rear setbacks. The two properties directly east of Westside's proposed storage area do have outdoor storage and are screened by fences with slats. Those fences do meet the setback requirements and which keeps the outside storage out of drainage and utilities



easements. The Westside site would also need to remain outside of the existing driveway easement on the east side of the lot.

- The draft language would require parking, drive aisles and loading areas to meet setback requirements. The Westside concept plan would need to be adjusted to move the proposed gravel equipment loading area to comply with these standards.
- The draft language requires compliance with current ordinance standards for screening parking lots and landscaping would be required to be added to the concept plan.
- The draft language requires outside storage areas to be screened on all sides. The Westside plans show a fence on three sides. If the fence includes slats for screening, that will comply on three sides. They are asking for flexibility to waive the fence requirement on the west side to allow them to use that area for snow storage and not provide the screen fence because screening is provided by the neighbor. This would not typically be permitted because the City does not typically allow a landowner to use the neighbor's property to provide screening, but would be reviewed by the Planning Commission and Council as part of the IUP.
- The draft requires compliance with the City Code limiting the size of curb cuts. The plan would need to be revised to bring the site plan into compliance. Staff does not support the proposed curb cut size or gravel materials as shown on the site plan. All commercial and industrial users must comply with City standards, including other industrial uses in this development that have regular semi-trailer traffic. The adopted standards reflect industry standards balancing safety and access needs. Staff does not recommend any change to those adopted standards.

The applicant also requested a 25-foot front yard setback where 50 feet is required in the I-1 district. The 50-foot setback is required in the UR (Urban Reserve), RR (Rural Residential), CR (Rural Commercial), TCR (Transitional Rural Commercial), PI (Public/Institutional), RMF-3 (High Density Residential) and I-1 (Light Industrial) districts. Corcoran has required larger setbacks to preserve rural character and the larger setback can help to reduce the impact of the larger buildings that might be found in the PI, RMF-3 and I-1 districts. The commercial districts do allow a 25-foot setback. However, the Planning Commission does not recommend approval of the change for the front setback for all uses in the I-1 district from 50 to 25 feet.

Staff recommends the following changes to Section 1040.125 by deleting the ~~stricken~~ material and adding the underlined material as follows:



Subd. 5. Interim Uses. The following are interim uses, subject to the conditions outlined in Section 1070.030 of this Ordinance and the specific standards and criteria that may be cited for a specific use:

A. Land reclamation, mining and soil processing

B. Outside Storage as a principal use, subject to the following:

1. The use is to provide supplemental outside storage to another property in the immediate vicinity, under common ownership, which is separated from that use by a public street, prohibiting the properties from being combined as a single parcel. For the purposes of this paragraph, properties in the "immediate vicinity" of one another shall be those which would be contiguous but for the existence of a single public street between them.
2. No motor vehicle repair work of any kind shall be permitted in the outside storage area.
3. All exterior storage shall be screened so as not to be visible from adjoining properties and public streets. Screening must be in compliance with Section 1060.070, Subd. 2.J. of the ordinance.
4. The height of stored materials shall be no higher than the screening.
5. Outside storage areas and any required screening fence shall meet all parking setback requirements for the district.
6. Storage area is blacktop or concrete surface unless another surface is specifically approved by the City Council.
7. With the exception of parking signage permitted or required by section C, below, no signage shall be permitted for the site.
8. Outside storage shall be exclusively for items directly related to the principal business to which the use provides supplemental storage, as required by B.1., above. The principal business must qualify as an allowed use within the district. The provision of supplemental storage for businesses or properties other than the principal business is prohibited.

C. Parking as a principal use, subject to the following:

1. The use is to provide supplemental parking to another property in the immediate vicinity, under common ownership, which is separated from that use by a public street, prohibiting the properties from being combined as a single parcel. For the purposes of this paragraph, properties in the "immediate vicinity" of one another shall be those which would be contiguous but for the existence of a single public street between them.



2. Parking and drive aisles must be paved with curb and gutter and comply with the standards in Section 1060.060 of the ordinance.
3. Parking, drive aisles and loading areas shall meet the setback requirements in Section 1060.060 of the ordinance.
4. Parking and loading areas shall be screened from properties guided or zoned residential and from public streets. Screening to a height of at least 3 feet shall be provided to screen vehicle headlights.
5. Any proposed access onto a public street must comply with Section 945.010, Subd. 5 (Engineering Design Standards).
6. Parking shall be exclusively for employees and customers of the principal business to which the use provides supplemental parking, as required by C.1., above. The City Council may require the placement of signage on the property providing notice of this restriction. The principal business must qualify as an allowed use within the district. The provision of supplemental parking to businesses or properties other than the principal business is prohibited.
7. Vehicles parked for more than 72 hours shall be considered a storage nuisance and must be moved to an approved, screened storage area.
8. Gravel off-loading areas for heavy equipment may be permitted by the City Council if documented demand is provided, the applicant can ensure that no damage will be done to City streets and the off-loading area meets all parking setback requirements for the district.
9. Directional signs as allowed by Chapter 84 of the code would be allowed with City approval. No other signage shall be permitted for the site, except parking restriction signs required by the City Council pursuant to C.6, above.

B.D. Temporary structures, subject to the standards in Section 1030.040 (Temporary Structures) of the Zoning Ordinance.

Approval of this draft ordinance amendment would affect all properties in the I-1 zoning district and would allow Westside Wholesale Tire to apply for an interim use permit and site plan review to allow parking and outside storage as a principal use on the parcel south of Westside Tire, which would allow them to make improvements to both parcels and resolve the long-standing code violations. We would expect to see the development proposal at the September Planning Commission and Council meetings.



5. Summary

The attached resolution reflects the Planning Commission recommendation to retain the 50-foot front yard setback in the I-1 district. If the Council wishes to vary from the Planning Commission recommendation and change the front yard setback requirements in the I-1 district, they could move to amend the draft ordinance to add a new section 2 as follows:

SECTION 2. Amendment of the City Code. *The text of Chapter 1040.125 of the Zoning Ordinance of the Corcoran City Code is hereby amended by deleting the ~~stricken~~ material and adding the underlined material as follows:*

Subd. 7. Area Requirements. The following minimum requirements shall be met in the I-1 district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

<i>Minimum lot area</i>	<i>1 acre</i>
<i>Minimum lot width</i>	<i>100 feet</i>
<i>Minimum lot depth</i>	<i>200 feet</i>
<i>Minimum Principal Structure Setbacks:</i>	
<i>Front, From Major Roadways*</i>	<i>100 feet</i>
<i>Front, From all other streets</i>	<i>25 feet</i>
<i>Side</i>	<i>20 feet</i>
<i>Rear</i>	<i>20 feet</i>
<i>Adjacent to Residential</i>	<i>50 feet</i>
<i>Maximum Principal Building Height</i>	<i>45 feet</i>
<i>Maximum Impervious Surface Coverage</i>	<i>70%</i>

**Major Roadways are Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2030 Roadway Functional Classification map in the 2030 Comprehensive Plan.*

6. Recommendation

Move to recommend approval of the following as recommended by the Planning Commission:

- a. Ordinance 2021-417 amending Section 1040.125 (Light Industrial) of the Zoning Ordinance and
- b. Resolution 2021-64 approving findings of fact for the amendment
- c. Ordinance 2021-418 for summary publication



Attachments

1. Ordinance 2021-417 amending Section 1040.125 (Light Industrial) of the Zoning Ordinance and
2. Resolution 2021-64 approving findings of fact for the amendment
3. Ordinance 2021-418 for summary publication
4. City Engineer's Memo
5. Zoning Map
6. Applicant Narrative dated April 12, 2021
7. Applicant concept plan dated April 20, 2021

ORDINANCE NO. 2021-64

Motion By:
Seconded By:

**AN ORDINANCE AMENDING THE TEXT OF TITLE X OF THE CORCORAN CITY CODE
RELATED TO I-1 DISTRICT STANDARDS (CITY FILE 20-015)**

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Chapter 1040.125 of the Zoning Ordinance of the Corcoran City Code is hereby amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

Subd. 5. Interim Uses. The following are interim uses, subject to the conditions outlined in Section 1070.030 of this Ordinance and the specific standards and criteria that may be cited for a specific use:

A. Land reclamation, mining and soil processing

B. Outside Storage as a principal use, subject to the following:

1. The use is to provide supplemental outside storage to another property in the immediate vicinity, under common ownership, which is separated from that use by a public street, prohibiting the properties from being combined as a single parcel. For the purposes of this paragraph, properties in the “immediate vicinity” of one another shall be those which would be contiguous but for the existence of a single public street between them.
2. No motor vehicle repair work of any kind shall be permitted in the outside storage area.
3. All exterior storage shall be screened so as not to be visible from adjoining properties and public streets. Screening must be in compliance with Section 1060.070, Subd. 2.J. of the ordinance.
4. The height of stored materials shall be no higher than the screening.
5. Outside storage areas and any required screening fence shall meet all parking setback requirements for the district.
6. Storage area is blacktop or concrete surface unless another surface is specifically approved by the City Council.
7. With the exception of parking signage permitted or required by section C, below, no signage shall be permitted for the site.
8. Outside storage shall be exclusively for items directly related to the principal business to which the use provides supplemental storage, as required by B.1., above. The

ORDINANCE NO. 2021-64

principal business must qualify as an allowed use within the district. The provision of supplemental storage for businesses or properties other than the principal business is prohibited.

C. Parking as a principal use, subject to the following:

1. The use is to provide supplemental parking to another property in the immediate vicinity, under common ownership, which is separated from that use by a public street, prohibiting the properties from being combined as a single parcel. For the purposes of this paragraph, properties in the “immediate vicinity” of one another shall be those which would be contiguous but for the existence of a single public street between them.
2. Parking and drive aisles must be paved with curb and gutter and comply with the standards in Section 1060.060 of the ordinance.
3. Parking, drive aisles and loading areas shall meet the setback requirements in Section 1060.060 of the ordinance.
4. Parking and loading areas shall be screened from properties guided or zoned residential and from public streets. Screening to a height of at least 3 feet shall be provided to screen vehicle headlights.
5. Any proposed access onto a public street must comply with Section 945.010, Subd. 5 (Engineering Design Standards).
6. Parking shall be exclusively for employees and customers of the principal business to which the use provides supplemental parking, as required by C.1., above. The City Council may require the placement of signage on the property providing notice of this restriction. The principal business must qualify as an allowed use within the district. The provision of supplemental parking to businesses or properties other than the principal business is prohibited.
7. Vehicles parked for more than 72 hours shall be considered a storage nuisance and must be moved to an approved, screened storage area.
8. Gravel off-loading areas for heavy equipment may be permitted by the City Council if documented demand is provided, the applicant can ensure that no damage will be done to City streets and the off-loading area meets all parking setback requirements for the district.
9. Directional signs as allowed by Chapter 84 of the code would be allowed with City approval. No other signage shall be permitted for the site, except parking restriction signs required by the City Council pursuant to C.6, above.

B-D. Temporary structures, subject to the standards in Section 1030.040 (Temporary Structures) of the Zoning Ordinance.

ORDINANCE NO. 2021-64

Section 2. Effective Date

This Ordinance shall be in full force and effect upon its adoption.

ADOPTED by the City Council on the 24th day of June 2021.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

RESOLUTION NO. 2021-64

Motion By:
Seconded By:

A RESOLUTION APPROVING FINDINGS OF FACT FOR AN ORDINANCE AMENDING THE TEXT OF SECTION 1040.125 OF CORCORAN ZONING ORDINANCE (CITY FILE 21-015)

WHEREAS, the Westside Wholesale Tire (“the applicant”) has requested an amendment to I-1 (Light Industrial) district standards to allow parking and outside storage as a principal use.

WHEREAS, the Planning Commission has reviewed the request at a duly called Public Hearing and recommends approval, and;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN, MINNESOTA, that it does approve an amendment to Title X (Zoning Ordinance) of the City Code to amend the I-1 (Light Industrial) district standards, based on the following findings:

1. The proposed amendment would be consistent with State law and the City’s Comprehensive Plan.
2. The amendment would allow development to support existing business needs.
3. The amendment includes conditions to ensure that the development would compatible with adjacent uses.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

ORDINANCE NO. 2021-418

**Motion By:
Seconded By:**

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2021-417

**AN ORDINANCE AMENDING THE TEXT OF TITLE X OF THE CORCORAN CITY CODE
RELATED TO I-1 DISTRICT STANDARDS (CITY FILE 20-015)**

Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended by changing the text of Chapter 1040.125 of the Zoning Ordinance of the Corcoran City Code regarding allowed interim uses in the I-1 (Light Industrial) district.

A printed copy of the entire amendment is available for inspection by any person at City Hall during the City Clerk's regular office hours.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

To: Kevin Mattson, City of Corcoran

From: Kent Torve, PE, City Engineer
Steve Hegland, PE

Project: NAPA – Site Plan Review

Date: May 25, 2021

Exhibits:

This Memorandum is based on a review of the following documents by Anderson Engineering:

1. Preliminary Site Layout Exhibit Option 1 by VAA Dated 04/19/21

Comments:General:

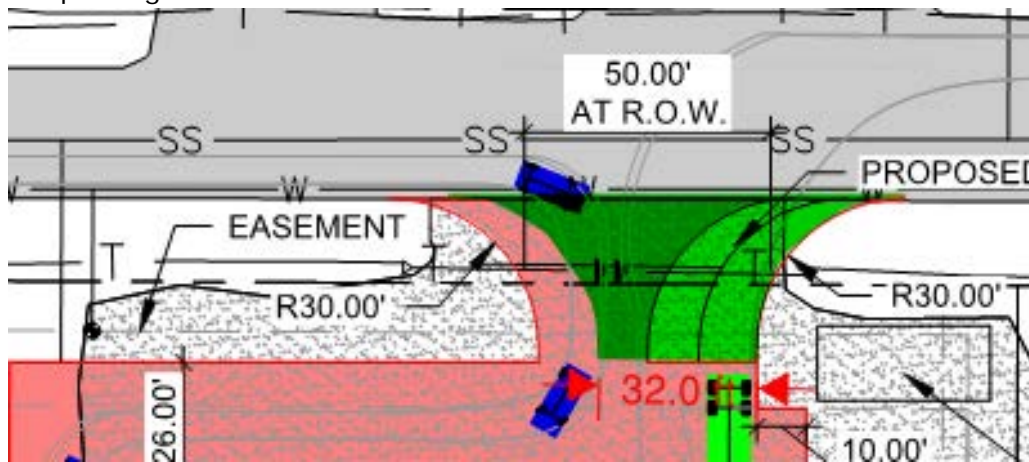
1. In addition to engineering related comments per these plans, the proposed plans are subject to addition planning, zoning, land-use, and other applicable codes of the City of Corcoran.
2. For any site activity (demo, grading, utilities, etc.) no closures or restrictions of any kind shall be imposed upon the public use of 75th Ave N. without the City's permission.
 - o Should any lane restrictions be necessary, the Contractor shall notify the City at least seven days in advance and provide a Traffic Control Plan.

Erosion Control/SWPPP

1. The site improvements are identified is less than 1 acre. If for any reason site disturbance for the proposed improvements is greater than 1 acre, an MPCA construction permit shall be obtained and SWPPP shall be prepared for the site. Stormwater management requirements may also be necessary if site improvements are greater than 1 acre but are dependent on the type of improvement.

Transportation

1. The radii of the entrances are shown at 30' which is the largest allowed per City Standards.
2. The entrance to the site shall be no greater than 32' as is the maximum size allowed without a variance. Consistent with the adjacent Napa site plan and others, this shall be measured at the end of the radius points within the site. A schematic of the 32' wide entrance with the 30' radius is provided. It appears that an entrance in accordance with the current city standards accommodates the turning movements for the vehicles into the parking area.



3. The drive aprons into the site shall be concrete per the City standards detail ST-13.
4. The City of Corcoran Code 1060.060 Subd 3A requires that "off-street parking areas for non-residential uses have a perimeter of poured, cast in place, concrete curb around the entire parking lot and shall be surfaced with asphalt, concrete, or other surface as approved by the City Engineer. Such areas shall be graded and drained to dispose of all surface water without damage to adjoining property." The curb and gutter is intended to clearly delineate the edge of the pavement areas so that they don't grow over time as well as control runoff from the site to ensure erosion and sediment transportation from paved surfaces does not become an issue. The applicant should include concrete curbing around the edges of the parking area in accordance with the City Code. This requirement has historically been required for the front parking areas as is provided in this site plan.
5. The rear of the parking area is identified as a gravel surface to be used for material storage. As this area is not identified for primary parking, this is considered in accordance with the city code and has previously been allowed in similar circumstances to not have perimeter curbing and a paved surface.





























End of Comments



CITY OF CORCORAN

Official Zoning Map

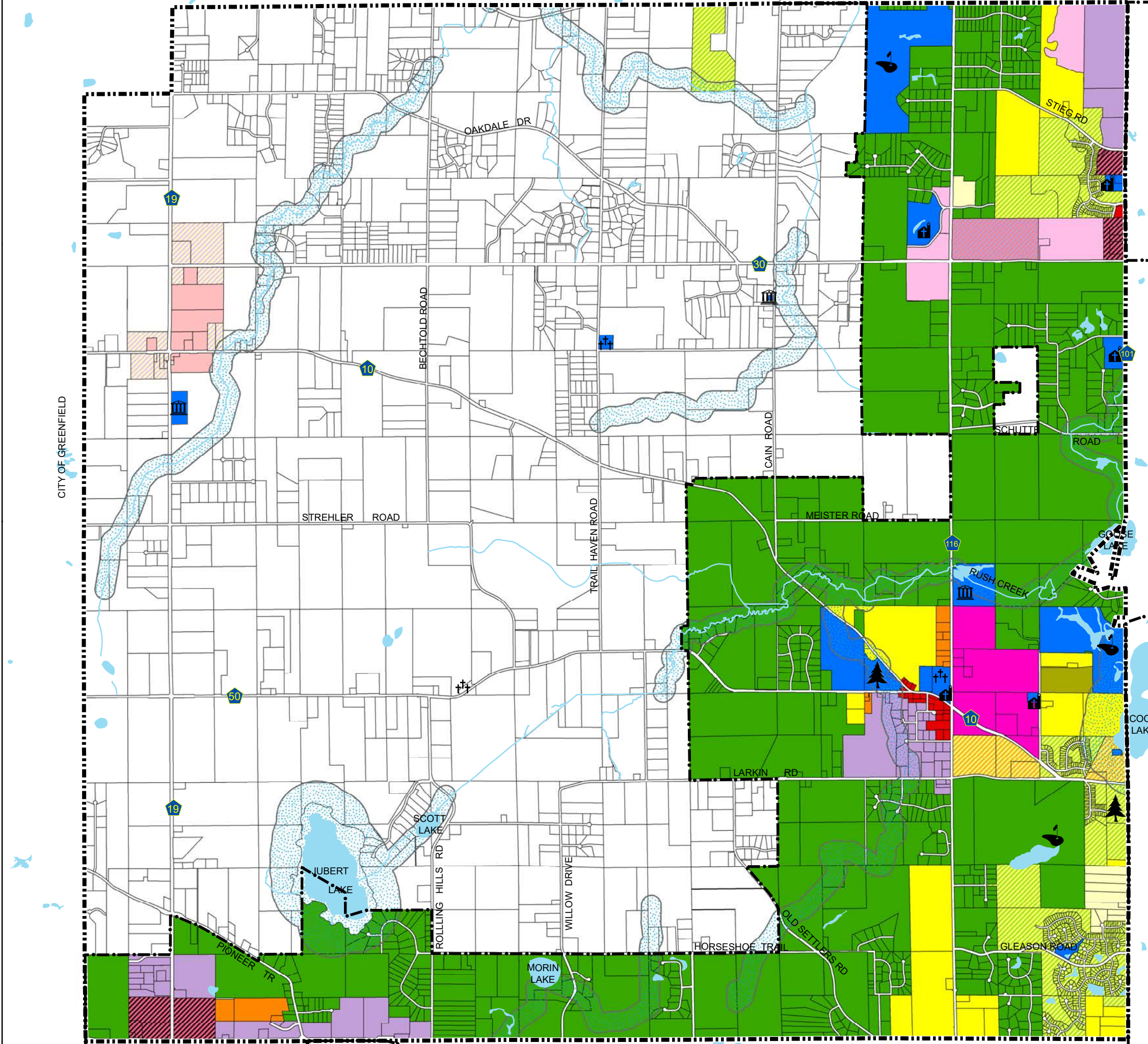
Zoning Districts:

-  UR Urban Reserve
-  RR Rural Residential
-  RSF-1 Single Family Residential 1
-  RSF-2 Single Family Residential 2
-  RSF-3 Single and Two Family Residential 3
-  RMF-1 Medium Density Residential
-  RMF-2 Mixed Residential
-  RMF-3 High Density Residential
-  MP Manufactured Home Park
-  P-1 Public / Institutional
-  TCR Transitional Rural Commercial
-  CR Rural Commercial
-  C-1 Neighborhood Commercial
-  C-2 Community Commercial
-  DMU Downtown Mixed Use
-  GMU General Mixed Use
-  BP Business District
-  I-1 Light Industrial
-  PUD Planned Unit Development
-  Cemetery
-  Church
-  Golf Course
-  Government Building
-  Public Park
-  2040 Metropolitan Urban Service Area
-  City Limit
-  Open Water
-  Shoreland Overlay District

3,000 1,500 0 3,000 Feet



Updated September 2020
Adopted June 2011

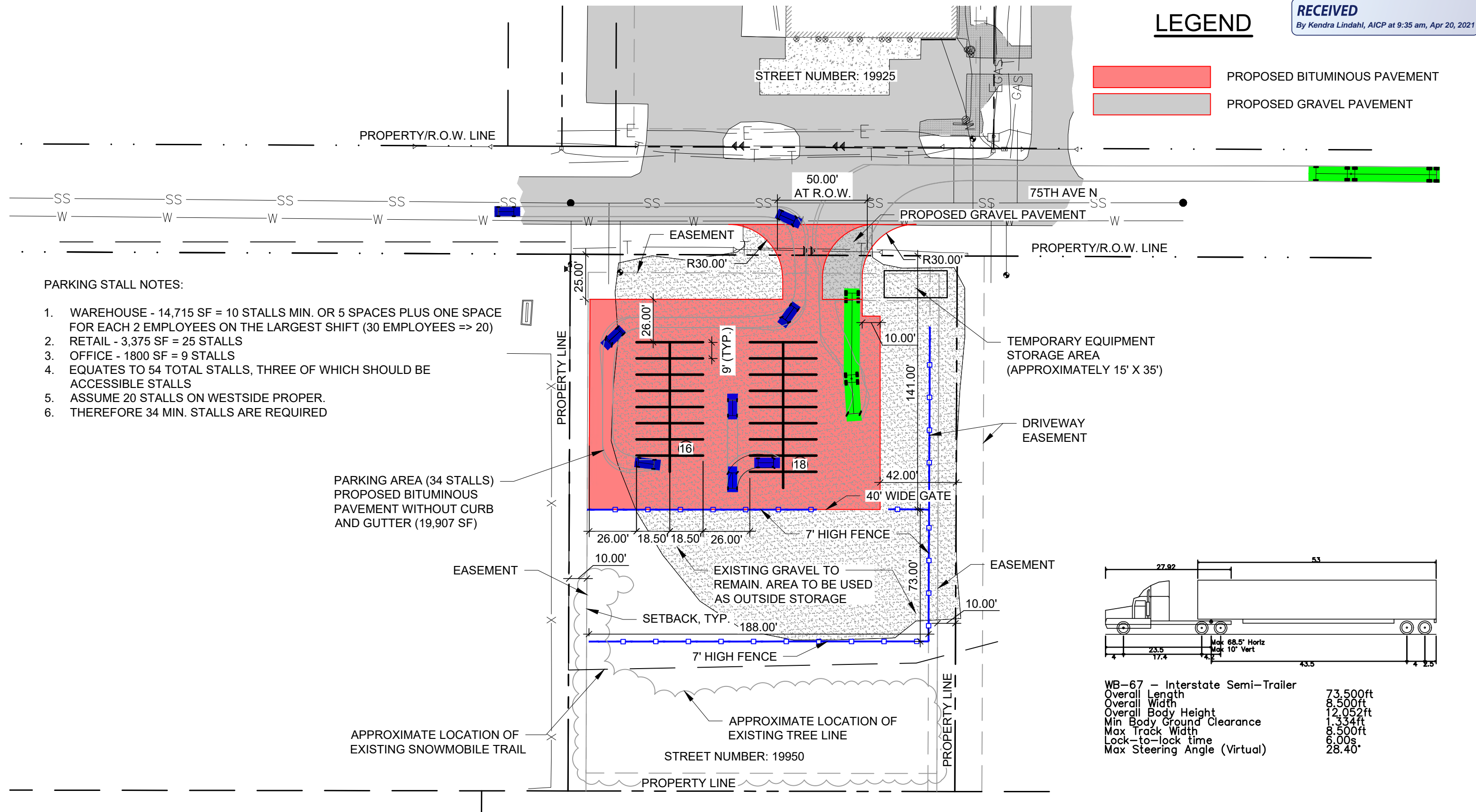


Please attach a brief description of your project/reason for your request.

Westside Tire (Westside) is requesting a paved parking lot with a gravel area for loading and unloading heavy equipment to be worked on or to work on the trailer used to haul the equipment. Additionally, Westside is requesting a 3-sided screened fenced area for outside storage. A 3-sided screened fence would face South, East, and North. The West would be facing Sunram Constuction / Rocks and Blocks which already has a screened fence. Not connecting to Sunram Construction / Rocks and Blocks fence allows the snowmobile trail to pass through the West and South sides of 19950 property. It also allows for snow removal in the screened fence area.

LEGEND

- PROPOSED BITUMINOUS PAVEMENT
- PROPOSED GRAVEL PAVEMENT

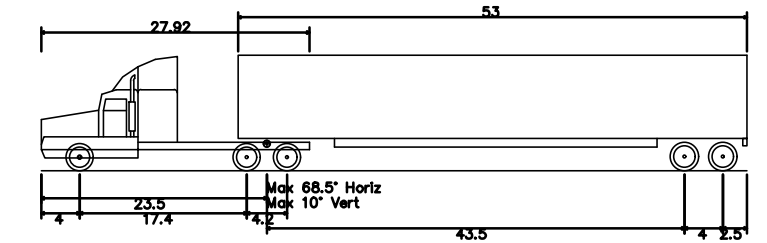


PARKING STALL NOTES:

1. WAREHOUSE - 14,715 SF = 10 STALLS MIN. OR 5 SPACES PLUS ONE SPACE FOR EACH 2 EMPLOYEES ON THE LARGEST SHIFT (30 EMPLOYEES => 20)
2. RETAIL - 3,375 SF = 25 STALLS
3. OFFICE - 1800 SF = 9 STALLS
4. EQUATES TO 54 TOTAL STALLS, THREE OF WHICH SHOULD BE ACCESSIBLE STALLS
5. ASSUME 20 STALLS ON WESTSIDE PROPER.
6. THEREFORE 34 MIN. STALLS ARE REQUIRED

PARKING AREA (34 STALLS)
PROPOSED BITUMINOUS
PAVEMENT WITHOUT CURB
AND GUTTER (19,907 SF)

TEMPORARY EQUIPMENT
STORAGE AREA
(APPROXIMATELY 15' X 35')

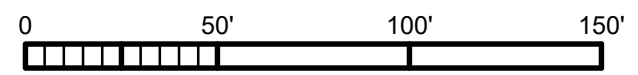


WB-67 - Interstate Semi-Trailer	
Overall Length	73.500ft
Overall Width	8.500ft
Overall Body Height	12.052ft
Min Body Ground Clearance	1.334ft
Max Track Width	8.500ft
Lock-to-lock time	6.00s
Max Steering Angle (Virtual)	28.40°



1
EX11.1

PRELIMINARY SITE LAYOUT EXHIBIT OPTION 1



1"=50'

WESTSIDE TIRE
CORCORAN, MN



PROJECT: 200003
4/19/2021

STAFF REPORT

Agenda Item 8b.

Council Meeting: June 24, 2021	Prepared By: Natalie Davis
Topic: Cain Road Vacation Commencement Request (PID 27-119-23-44-0022) (City File No. 21-022)	Action Required: Approval

60-Day Review Deadline: N/A

1. Request

Michael Galbraith submitted a request for the City Council to commence the process to vacate the northern portion of the Cain Road right-of-way easement adjacent to 20700 70th Avenue North. The request includes the vacation and relocation of a 10-foot drainage and utility easement along the eastern property line at 20700 70th Ave N.

2. Background

History and Zoning

When Wagon Rest was platted in 1978, a 40-foot right-of-way was designated at the end of 70th Avenue North for the extension of Cain Road along the eastern edge of the subdivision. This right-of-way is adjacent to 20700 70th Ave N and 20715 70th Ave N. Today, 70th Avenue North is still a dead-end street.

Both properties along the Cain Road right-of-way are considered corner lots with two front yards. This means the principal and accessory structures must follow the 50-foot front setback from both 70th Ave N and the Cain Road right-of-way, per the setback requirements in the Rural Residential zoning district. This is confirmed in the following definitions within the City's Code:

LOT LINE, FRONT: That boundary of a lot which abuts an existing or dedicated public street or private drive easement, and in the case of a corner lot it shall be the shortest dimension on a public street or private drive easement. If the dimensions of a corner lot are reasonably equal, the front lot line shall be designated by the owner and filed with the City. However, all front lot lines shall be subject to the front setback requirements.

YARD, FRONT: An area extending the full width of a lot between the front lot line and the nearest principal structure.

Vacation Commencement

Minnesota State Statute 412.851 allows for two methods to commence a street vacation:

1. A city council, on its own motion, may start the vacation process through a resolution adopted by a four-fifths vote of all council members.
2. Landowner's abutting a street can initiate a vacation by petition.

Since Corcoran is a home rule charter city of the fourth class (i.e., a city with a population of 10,000 people or less) and the Cain Road right-of-way is along a dead-end street, Minnesota State Statute 440.13 requires that all property owners abutting both sides of 70th Ave North as well as abutting property owners must sign the petition initiating the vacation. The requestor has made every effort to pursue the vacation by petition option but has been unsuccessful in obtaining all the required signatures.

3. Analysis of Request

Engineering confirmed that a road connection to the north of 20700 70th Ave N is unlikely due to the wetlands in the area. There is potential for the Cain Road right-of-way to be used for connections to the east and south. Limiting the vacation to the northern portion of the Cain Road right-of-way allows for these future connections. Engineering confirms the necessity of moving the existing 10-foot drainage and utility easement to remain along the eastern property line of 20700 70th Ave N should the commencement move forward.

Vacation of the easement request would allow for the property to be brought into conformance with City Code. A previous owner of 20700 70th Ave N constructed a workshop that exists within the required setback. Vacation of the northern portion of the Cain Road right-of-way would bring the property into compliance with the setbacks for the zoning district.

4. Next Steps

Should City Council agree to commence the right-of-way vacation, the City will become the requestor. City staff will provide legal notice of a public hearing at a future City Council meeting. A final decision will be made by City Council after holding the public hearing.

5. Financial/Budget Impact

Once the City becomes the applicant, costs related to publishing and sending out legal notices for the Public Hearing and any future review by Planning, Engineering, and the City Attorney would be paid for by the City.

6. Recommendation

Staff recommends approving Resolution 2021-65 commencing the vacation of the Cain Road right-of-way easement at 20700 70th Avenue North.

Attachments:

1. Resolution 2021-65
2. Engineering's Memo dated 6/18/2021
3. Location Map
4. Wagon Rest Plat
5. Requestor's Narrative and Exhibits

RESOLUTION NO. 2021-65

Motion By:
Seconded By:

A RESOLUTION COMMENCING PROCEEDINGS TO VACATE THE CAIN ROAD RIGHT-OF-WAY EASEMENT AT 20700 70TH AVENUE NORTH (PID 27-119-23-44-0022) (CITY FILE 21-025)

WHEREAS, the City of Corcoran received a request from the owners of real property located at 20700 70th Avenue North to vacate an existing road right-of-way easement encumbering the property;

WHEREAS, the City Council can initiate the vacation process on its own motion and a four-fifths majority vote per Minnesota State Statute 412.821;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORCORAN MINNESOTA:

SECTION 1. The City Council hereby approves the request to commence the vacation process of the Cain Road right-of-way.

SECTION 2. The City will provide proper legal notice of a Public Hearing to be held at a future City Council meeting to further discuss the road easement vacation.

VOTING AYE

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

VOTING NAY

- McKee, Tom
- Bottema, Jon
- Thomas, Manoj
- Nichols, Jeremy
- Schultz, Alan

Whereupon, said Resolution is hereby declared adopted on this 24th day of June 2021.

Tom McKee - Mayor

ATTEST:

Jessica Beise – Administrative Services Director

City Seal

To: Kevin Mattson, City of Corcoran

From: Kent Torve, PE City Engineer

Project: 229701081

Date: June 18, 2021

Subject: Cain Road ROW Vacation_Wagon Rest

Summary

- The vacation of the Cain Road easement for Block 1, Lot 6 has no impacts for road planning in the area.

Recommendation

- 70th Avenue N. ROW shall remain.
- Drainage and Utility easement shall be established (continuous) across the new (south) lot property line
- Drainage and Utility easement shall be established across the new (east) property line.
- Existing easements may need to be vacated in addition to establishing new D/U as identified above.

End of Memo



Hennepin County Property Map

Date: 6/17/2021



PARCEL ID: 2711923440022

OWNER NAME: M Galbraith & K Galbraith

PARCEL ADDRESS: 20700 70th Ave N, Corcoran MN 55340

PARCEL AREA: 1.5 acres, 65,385 sq ft

A-T-B: Torrens

SALE PRICE: \$330,000

SALE DATA: 05/2019

SALE CODE: Excluded From Ratio Studies

ASSESSED 2020, PAYABLE 2021

PROPERTY TYPE: Residential

HOMESTEAD: Homestead

MARKET VALUE: \$325,000

TAX TOTAL: \$4,652.68

ASSESSED 2021, PAYABLE 2022

PROPERTY TYPE: Residential

HOMESTEAD: Homestead

MARKET VALUE: \$336,000

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.

COPYRIGHT © HENNEPIN COUNTY 2021

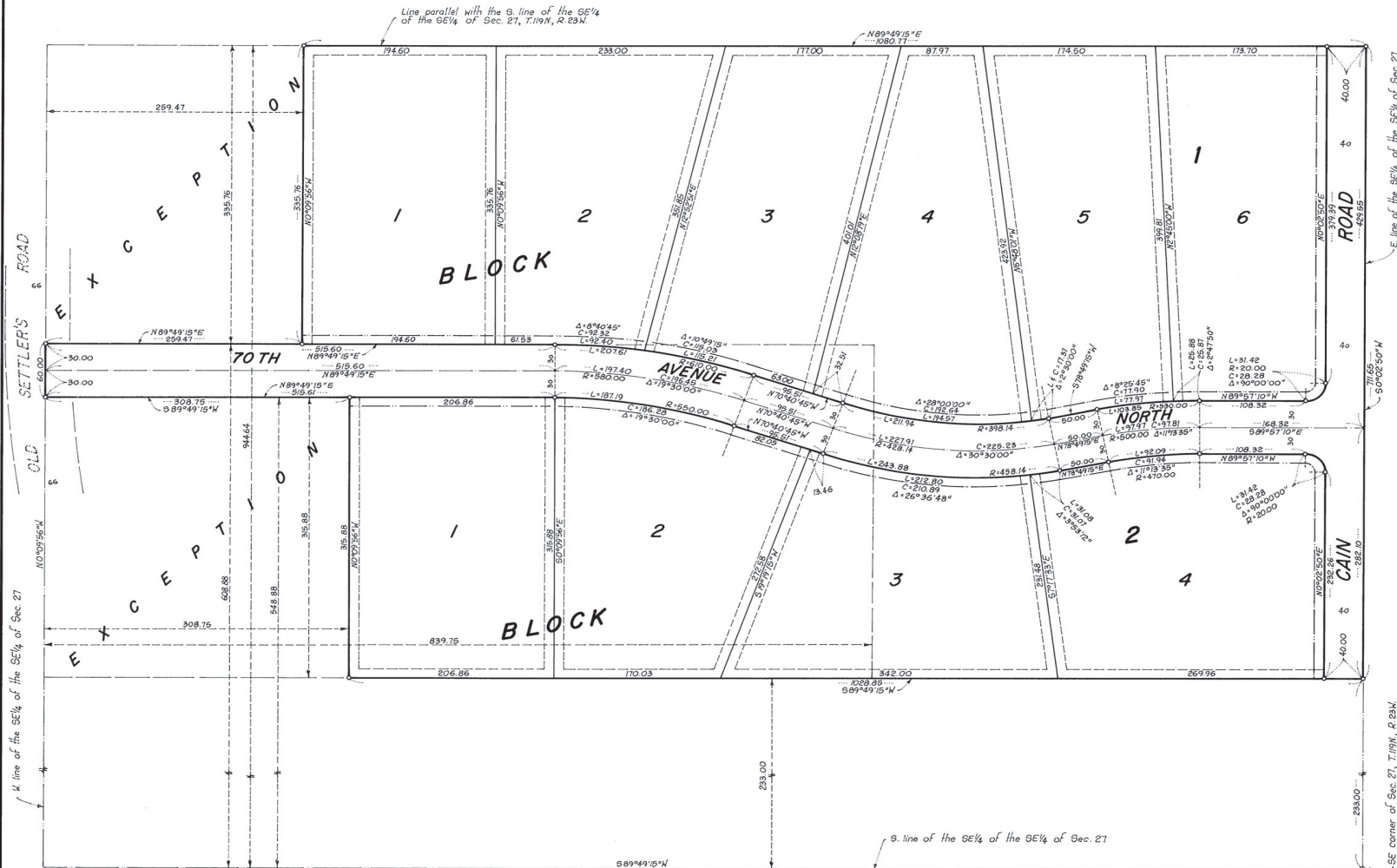
OFFICIAL PLAT

BOOK 94 PAGE 6
R. T. DOC. NO. 1270220

REGISTERED VOL. 1878... PAGE 566427

WAGON REST

Line parallel with the S. line of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Sec. 27, T.19N, R.23W.



o Denotes iron monument
Bearings shown are assumed

Drainage and Utility Easements are shown thus: Being 10 feet in width and adjoining right-of-way lines as shown on the plat.

Utility Easements are shown thus: Being 10 feet in width, and adjoining right-of-way lines as shown on the plat.

SE corner of Sec. 27, T.19N, R.23W. (Hennepin County Monument)

SCHOELL & MADSON, INC.
ENGINEERS & SURVEYORS

BINDING

FOR

RESERVED

SPACE

THIS

N. line of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Sec. 27

S. line of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Sec. 27

Please attach a brief description of your project/reason for your request.

As property owners along the eastern border of Wagon Rest, we hereby petition vacation of the portion of Cain Road Right-of-Way (ROW) abutting our east property line. This 40 ft wide strip of land was dedicated for public use in 1978 by the Wagon Rest developer for a future extension of Cain Road and recorded in the official plat. Note that the ROW by itself is not wide enough for a Cain Road extension. An additional 40 ft wide strip would need to be acquired from the adjacent Brolin property.

In addition to vacation of the ROW, this is also a petition to vacate the existing 10 ft drainage and utility (D&U) easement along our eastern property line and relocate it to the new property line.

These requests are described using marked-up excerpts from the original plat. Figure 1 shows the entire ROW (outlined in blue) as it has existed for the past 43 years. This isolated strip spans the entire eastern border of Wagon Rest. It does not extend into adjacent properties at either end. Figure 2 is a superimposed photo view of 70th Ave N ending in a cul-de-sac rather than connecting with the ROW, as originally platted.

Figure 3 shows the portion of the ROW that is to be vacated (outlined in red). The legal description of this segment is provided in Figure 7. Figure 4 shows the existing 10 ft D&U easement (shaded light green) that needs to be vacated and relocated. The vacated ROW and D&U easement will become part of the Galbraith property creating a new eastern property line. In Figure 5, the vacated 10 ft wide D&U easement has been relocated to the new eastern property line. Finally, the new lot layout is shown in Figure 6. The updated dimensions are exact. All property legal descriptions are provided in Figure 7.

Motivations for vacating the right-of-way (ROW):

1. The ROW has a 50 ft setback requirement that does not allow structures within 50 ft of the ROW. In spite of this, a work shop now exists within the setback, erected by a previous owner of the Galbraith property. Whether or not the permit for this structure was granted a setback variance we do not know. Vacating the ROW would clear this up.
2. The Cain Road ROW has existed in Wagon Rest for the past 43 years to provide an option for managing future traffic. In recent years, much planning has gone into estimating population growth and future traffic volumes and then planning roadways to handle the increased traffic. How did those studies evaluate the feasibility of using our Cain Road ROW? We reviewed the Corcoran 2040 Comprehensive Plan and found no mention of a future roadway using this ROW. However, we did find that nearby Old Settlers Road is already classified as a Minor Collector for local traffic. As such, upgrading Old Settlers Road would seem more feasible than adding a completely new road two blocks away that runs from Larkin Road down a steep hill, across a creek, and through a wetland to our ROW, which is also a steep hill. A further complication is a garage and large pole barn that stand directly in its path.
3. Wagon Rest is a small, quiet, and friendly community surrounded by wetland, woods, and farmland. Its only street, 70th Ave N, is just two blocks long and ends in a cul-de-sac. Traffic is so infrequent that the cul-de-sac is used for neighborhood gatherings and children playing. The extension of Cain Road would introduce disruptive and unnecessary thru traffic to radically change the character of our peaceful community.

For the above reasons, we believe it is in the public interest to vacate the Cain Road Right-of-Way from Wagon Rest. Thank you for your careful review of this request!

Existing Cain Road Right-of-Way in Wagon Rest

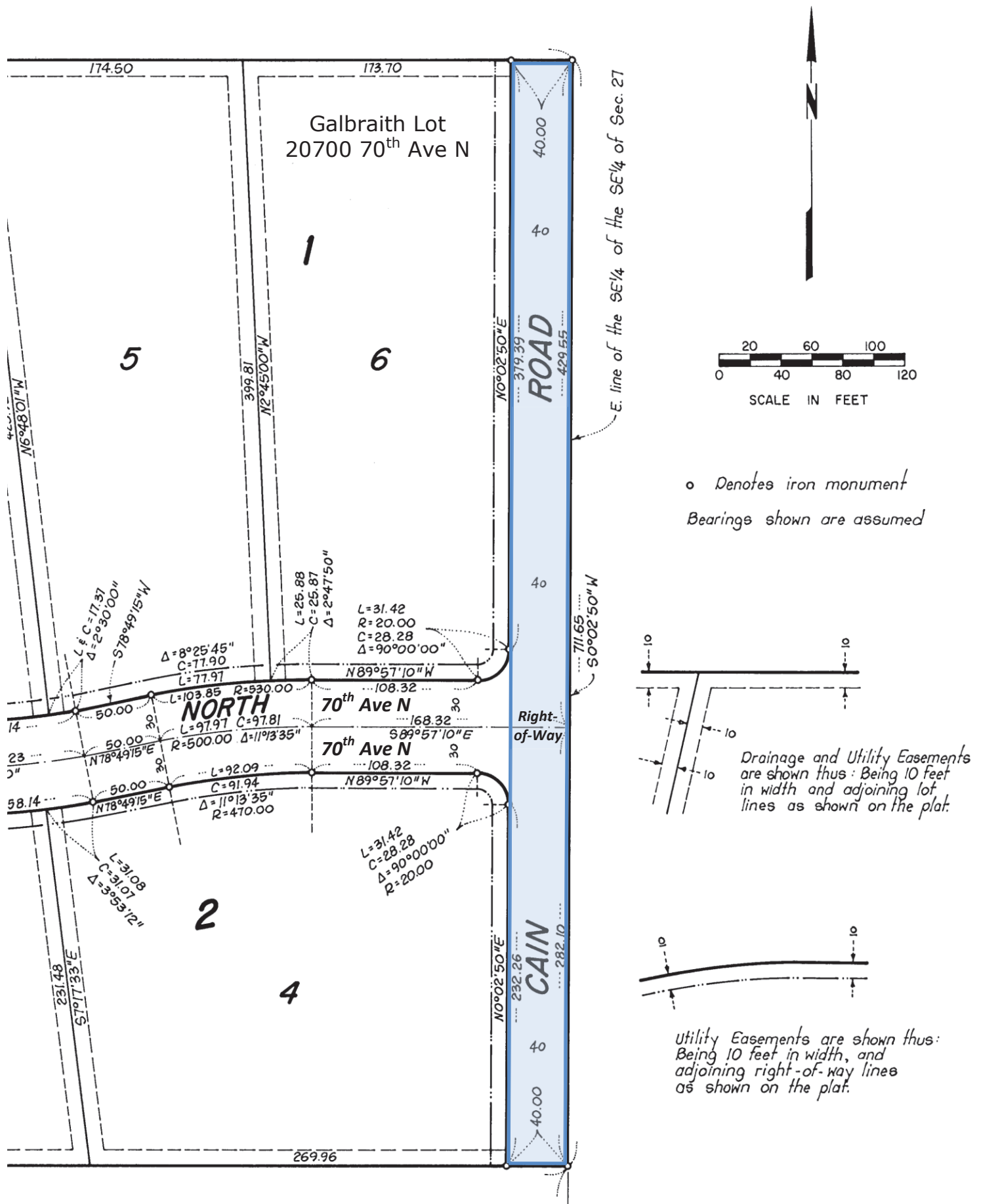


Figure 1



Comments:

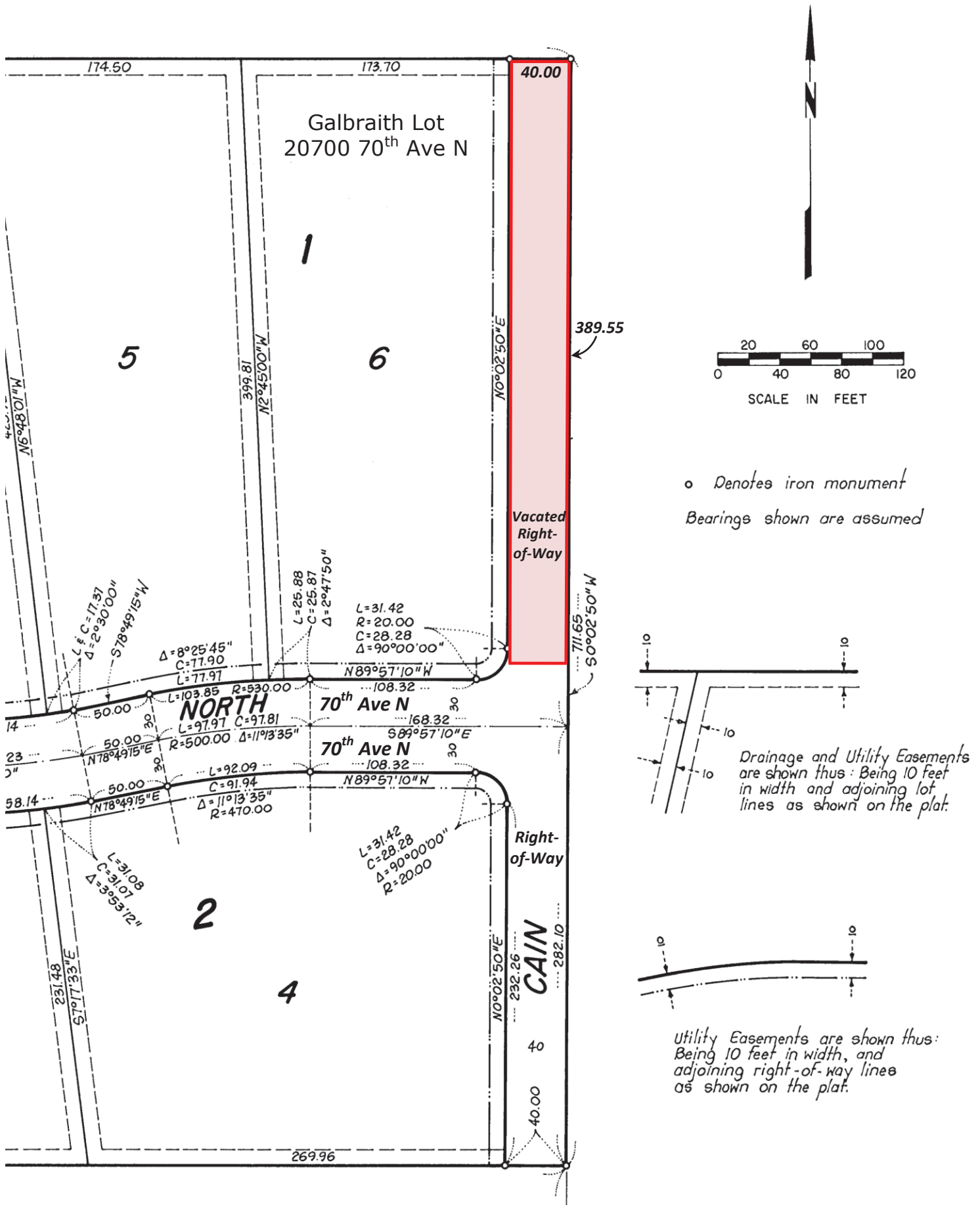
70th Ave N ends before reaching the Cain Road right-of-way.

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.

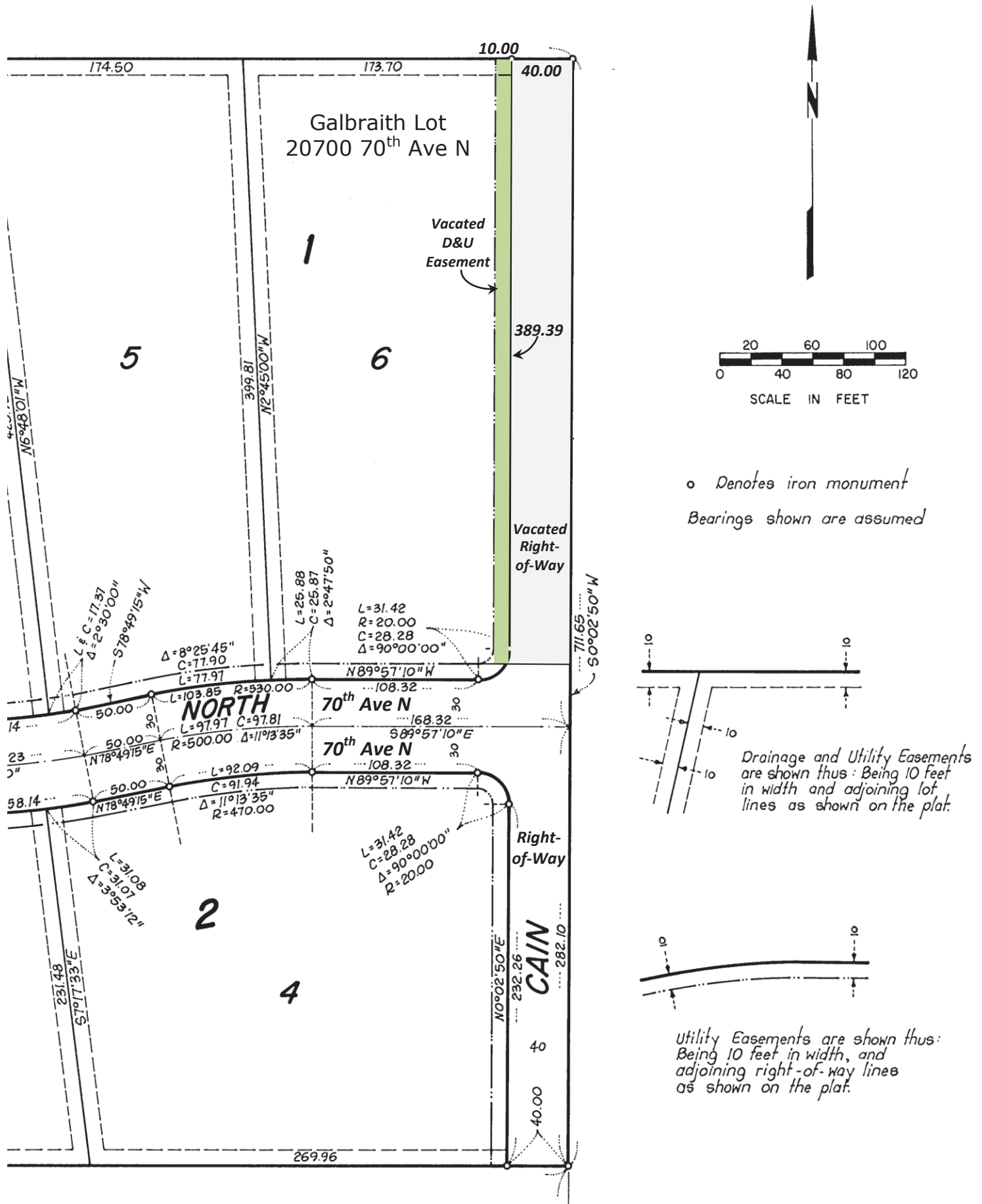
COPYRIGHT © HENNEPIN COUNTY 2021

Figure 2

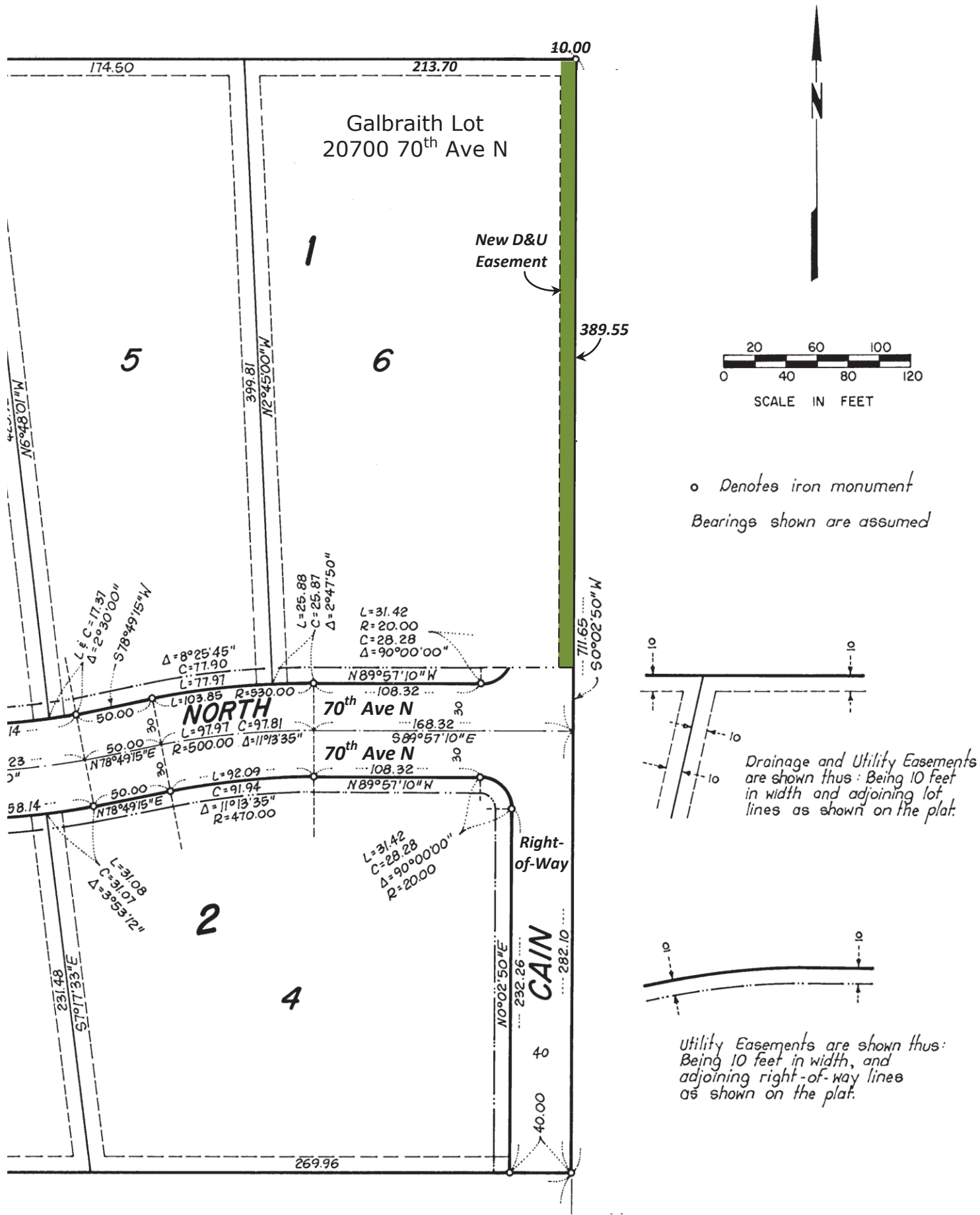
Vacated Segment of Cain Road Right-of-Way



Vacated Eastern D&U Easement



New Eastern D&U Easement



New Lot Layout with Right-of-Way Vacated

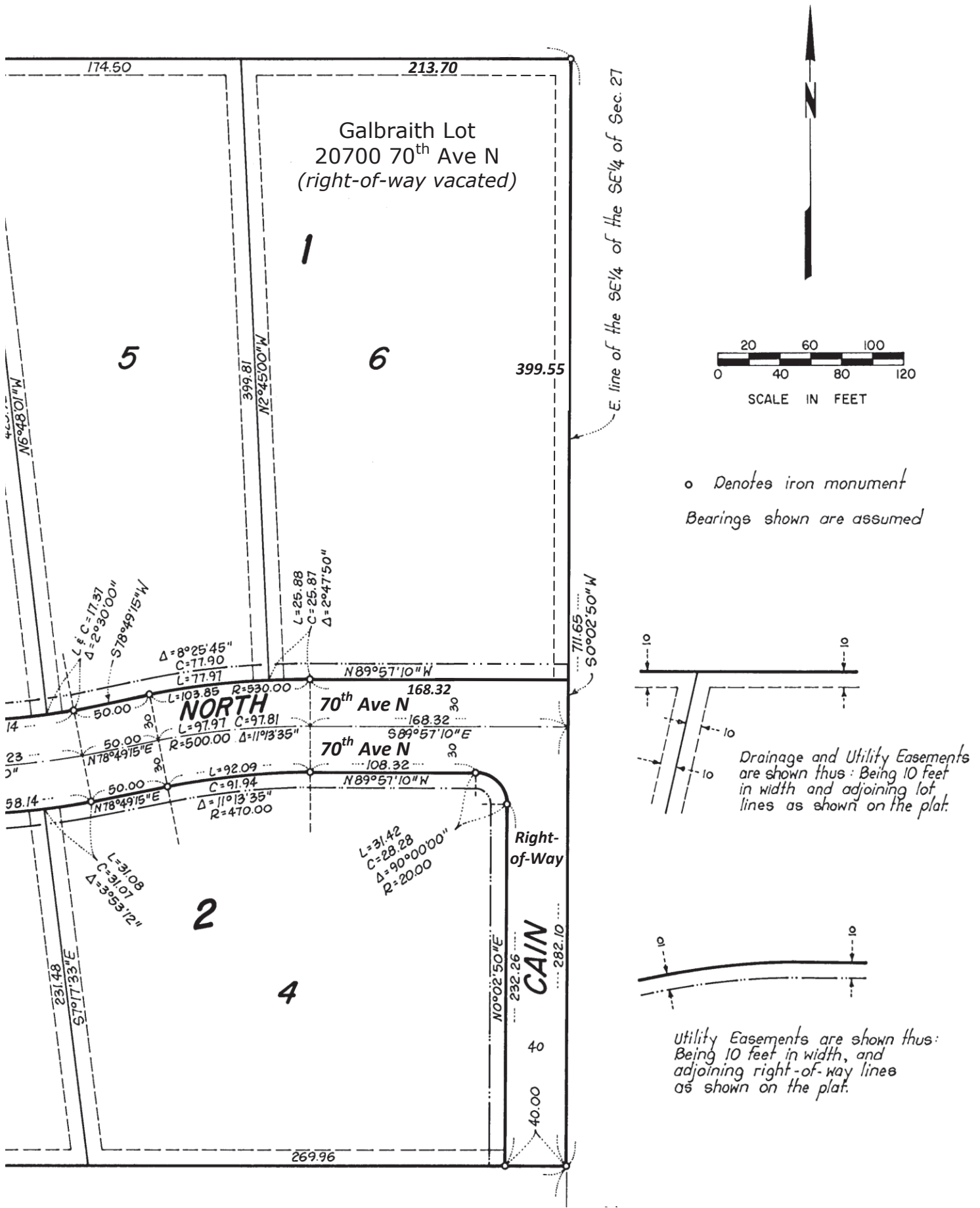


Figure 6

Right-of-Way and Easement Legal Descriptions

Property legal descriptions are based on the official plat of the Wagon Rest subdivision in Hennepin County, Minnesota.

Vacated Right-of Way Segment (Figure 3):

That part of the East 40 feet of the South 944.64 feet of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 27, Township 119, Range 23 lying North of the South 555.10 feet of said SE $\frac{1}{4}$ of the SE $\frac{1}{4}$.

Vacated D&U Easement (Figure 4):

That part of the West 10 feet of the East 50 feet of the South 944.64 feet of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 27, Township 119, Range 23 lying North of the South 555.10 feet of said SE $\frac{1}{4}$ of the SE $\frac{1}{4}$.

New Eastern D&U Easement (Figure 5):

That part of the East 10 feet of the South 944.64 feet of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$, Section 27, Township 119, Range 23 lying North of the South 555.10 feet of said SE $\frac{1}{4}$ of the SE $\frac{1}{4}$.



TO: Corcoran City Council

FROM: Kendra Lindahl, Landform

DATE: June 17, 2021 for the June 24, 2021 City Council Meeting

RE: Consider Amendment to Section 1030.020 of the Zoning Ordinance (city file no. 21-029)

60 DAY REVIEW DEADLINE: NA

1. Description of Request

City staff recommends that the City Council authorize preparation of a Zoning Ordinance amendment to Section 1030.020 of the Zoning Ordinance regarding accessory building sidewall height.

The Planning Commission held a hearing on June 3rd to review a request from Dave Dornsbach for a conditional use permit to allow a new accessory structure with 16 ft. sidewalks where 13.5 ft. sidewalks are permitted on the Property located at 6805 Rolling Hills Rd. The Planning Commission voted 3-2 to recommend approval of the request.

At that meeting, Commissioner Lanterman stated that there were conflicts in the Zoning Ordinance that prohibits the City from approving a taller sidewall height for parcels less than 10 acres in size. Staff noted that when the ordinance was created the intent was to allow taller sidewalks on lots less than 10 acres in size by CUP, but offered to review the adopted language with the City Attorney prior to Council review of the request.

2. Analysis

The existing language was adopted by the City Council as part of a 2011 Zoning Ordinance amendment following adoption of the 2030 Comprehensive Plan. The amendment to Section 1030.020 was intended to allow landowners to request a conditional use permit to exceed the sidewall height regardless of parcel size. The City has approved numerous accessory buildings with taller sidewall heights through the CUP process outlined in Section 1030.020, Subd. 5 since adoption in 2011. However, the City Attorney has opined that the language should be revised. The City Attorney's memorandum is attached to this report.

Staff recommends the following changes to Section 1030.020, Subd. 4.G and H by deleting the ~~stricken~~ material and adding the underlined material as follows, which will allow Subd. 5.D. to continue to allow the taller sidewall height as has been permitted since 2011:



Subd. 4. Size

- A. Attached garages with a footprint of less than 1,000 square feet shall not be considered as part of the maximum footprint for purposes of the detached accessory structure calculations. However, attached accessory space in excess of the initial 1,000 square feet shall be counted towards the maximum allowable detached accessory building footprint.
- B. The footprint of above grade or below grade swimming pools and 1 accessory structure of less than 200 square feet shall not be included in the calculation of maximum allowable area of accessory structures.
- C. A maximum of one fish house shall be permitted to be stored on a property and shall meet all accessory structure setback requirements. Such structures 200 square feet in area or greater shall be counted toward the allowed detached accessory area.
- D. Except in the UR and RR districts, a conditional use permit is required for construction of more than one detached accessory building with a footprint in excess of 200 square feet.
- E. The maximum allowable total or accumulated footprint (total footprint of all accessory structures) for detached accessory buildings in the Urban Reserve and Rural Residential districts shall be as follows:

Acres	0	0.1	0.2	0.3	0.4	0.5	0.6	0.7	0.8	0.9
<1	1,250 or 25 percent of the area of the rear yard, whichever is less.									
1	1,250	1,275	1,300	1,325	1,350	1,375	1,400	1,425	1,450	1,475
2	1,500	1,531	1,563	1,594	1,625	1,656	1,688	1,719	1,750	1,781
3	1,813	1,844	1,875	1,906	1,938	1,969	2,000	2,031	2,063	2,094
4	2,125	2,156	2,188	2,219	2,250	2,281	2,313	2,344	2,375	2,406
5	2,438	2,469	2,500	2,531	2,563	2,594	2,625	2,656	2,688	2,719
6	2,750	2,781	2,813	2,844	2,875	2,906	2,938	2,969	3,000	3,031
7	3,063	3,094	3,125	3,156	3,188	3,219	3,250	3,281	3,313	3,344
8	3,375	3,406	3,438	3,469	3,500	3,531	3,563	3,594	3,625	3,656
9	3,688	3,719	3,750	3,781	3,813	3,844	3,875	3,906	3,938	3,969
10+	3,969	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP	CUP



- F. In the non-residential and urban residential districts, the maximum size of accessory buildings shall not exceed 1,000 square feet or 25 percent of the area of the rear yard, whichever is less.

- G. Non-agriculture accessory buildings that would result in more than the 3,969 square feet ~~or with greater sidewalls than~~ allowed ~~in Subd. 5 of~~ by this Section shall only be permitted on parcels located in the UR or RR district and 10 acres or more in size with a conditional use permit and subject to the following criteria:
 - 1. The proposed use shall be in conformance with all City regulations.
 - 2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
 - 3. Applicable criteria as outlined in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance.
 - 4. The building materials standards required by this Section have been met.

- A. Agricultural buildings that would result in more than the 3,969 square feet ~~or with greater sidewalls than~~ allowed by this Section shall only be permitted on parcels 10 acres or more in size with a Certificate of Compliance from the City and subject to the following criteria:
 - 1. The proposed use shall be in conformance with all City regulations.
 - 2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
 - 3. The building materials standards required by this Section have been met.
 - 4. The agricultural building is used for agricultural purposes only.



B. Agricultural buildings in excess of the size limitations allowed by Subd. 4 (E) of this Section shall be allowed by conditional use permit on parcels that are located in the UR or RR district and are less than 10 acres in size, but are adjacent to actively farmed land under the same ownership or ownership by the landowner in a recognized legal relationship, shall be allowed subject to the following criteria:

1. The proposed use shall be in conformance with all City regulations.
2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
3. The building materials standards required by this Section have been met.
4. The applicant provides proof of ownership as required above.
5. The agricultural building is used for agricultural purposes only.

C. Agricultural buildings shall be allowed as a principal use by conditional use permit on parcels that are actively farmed, are located in the UR or RR district and are located adjacent to the farmstead under the same ownership or ownership by the landowner in a recognized legal relationship, shall be allowed subject to the following criteria:

1. The proposed use shall be in conformance with all City regulations.
2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
3. The building materials standards required by this Section have been met.
4. The applicant provides proof of ownership as required above.
5. The agricultural building is used for agricultural purposes only.

Subd. 5. Building Height.



- A. Sidewall height shall be measured from the base of the structure to the bottom of the eave on the exterior sidewalls.
- B. The following sidewall heights, eaves, and overhang standards shall exist:

Sidewall Height	Eaves (minimum)	Overhang (minimum)
10' or less	12"	12"
10' - 12'	12"	18"
12' -13'6" to provide for a 12' door	12"	24"

- C. The maximum sidewall height of an accessory building constructed in the front or side yard is 10 feet and a maximum sidewall height of an accessory building constructed in the rear yard is 13 feet, 6 inches, except:
 - 1. Multi-story accessory building may be allowed by administrative permit to exceed these height limits, provided the structure does not exceed the height of the principal structure. All multi-story accessory buildings shall include a minimum of two different building materials and building articulation to add architectural interest to the building elevations.
 - 2. Agricultural buildings may be allowed by Certificate of Compliance to exceed these height limits, provided the structure does not exceed the building height limitations of the zoning district in which it is located.
 - 3. Accessory buildings with accessory dwelling units may exceed these height limits when approved as part of the accessory dwelling unit interim use permit provided all other performance standards for accessory buildings are met.
- D. Any building that does not meet the standards above may only be permitted to exceed the allowable building height with a conditional use permit and subject to the following criteria:
 - 1. The proposed use shall be in conformance with all City regulations.
 - 2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey



shall include the proposed structure, flood plain, wetlands, and any recorded easements.

3. Applicable criteria as outlined in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance.
4. The building materials standards required by this Section have been met.
5. The proposed building will be compatible with surrounding land uses.

Staff recommends that the ordinance amendment be processed prior to Council action on the Dornsbach request. Staff requests that the City Council direct staff to present this draft language at a public hearing at the August 5th Planning Commission for action at the August 26th City Council meeting. The Dornsbach application could be considered on August 26th Council meeting after the ordinance adoption.

3. Recommendation

Direct staff to proceed with an amendment to Section 1030.020 of the Zoning Ordinance.

Attachments

1. City Attorney's Memo dated June 8, 2021

MEMORANDUM

TO: Corcoran City Council
FROM: John Thames, City Attorney
DATE: 6/8/21
RE: Building Height CUP and Interpretation of Corcoran City Code Section 1030.020 Subd. 4(G) and Subd. 5(D)

At the request of the Planning Commission and City staff, I have prepared this memo to offer my opinion as to the interpretation and application of Corcoran City Code Section 1030.020, Subd. 4(G) and Subd. 5(D), as they affect the Dornsbach application for a conditional use permit (“CUP”). The requested CUP seeks to allow for the construction of a non-agricultural accessory building with 16 foot sidewalls, which exceed the permitted height of 13 ft, 6 in (pursuant to Subd. 5(B)), on the applicant’s property which is less than 10 acres in size.

The application was initially analyzed under 1030.020, Subd. 5(D), which sets forth evaluation criteria for proposed buildings which will exceed the permitted height standards, and which states:

“Any building that does not meet the standards above may only be permitted to exceed the allowable building height with a conditional use permit and subject to the following criteria:

1. The proposed use shall be in conformance with all City regulations.
2. A certificate of survey shall be required that identifies all existing structures on site, including buildings, septic sites and wells. In addition, the survey shall include the proposed structure, flood plain, wetlands, and any recorded easements.
3. Applicable criteria as outlined in Section 1070.020 (Conditional Use Permits) of the Corcoran Zoning Ordinance.
4. The building materials standards required by this Section have been met.
5. The proposed building will be compatible with surrounding land uses.”

Staff opined that the application met these standards and recommended approval of the CUP on the property. The Planning Commission agreed with this evaluation, noting the implementation of this analysis on past similar applications. However, Commissioner Lanterman expressed concerns with this interpretation and corresponding conclusion in light of the requirements of 1030.020, Subd. 4(G). The Planning Commission issued a qualified

recommendation of approval, but asked that I offer a memo to the Council with analysis of this issue.

It is my opinion that the plain language of 1030.020, Subd. 4(G) does prohibit the approval of the requested CUP, due to the size of the Dornsbach property. As Commissioner Lanterman correctly asserted, though subdivision 4 of this Section addresses “Size” of accessory structures, subdivision 4(G) contains a provision which specifically limits the placement of buildings which exceed the allowed accessory building height contemplated by subdivision 5:

“Non-agriculture accessory buildings that would result in more than 3,969 square feet or with greater sidewalls than allowed in Subd. 5 of this Section shall only be permitted on parcels located in the UR or RR district and 10 acres or more in size with a conditional use permit and subject to the following criteria:...” 1030.020, Subd. 4(G)

Subdivision 4(G) therefore mandates that a proposed building which seeks to exceed the permitted accessory building height standards will only be allowed on parcels at least 10 acres in size, with a CUP. Because the Dornsbach property is less than 10 acres in size, it is not eligible to receive a CUP to allow for a greater accessory building height. There is no language currently in subdivision 5 which permits an evaluation of the application under that subdivision, without regard to the provisions of 4(G). Therefore, the two subdivisions must be interpreted in conjunction with one another.

One could posit that the definition of “allowed in Subd. 5” (see 1030.020, Subd. 4(G) above) is to be interpreted broadly to include those accessory buildings which meet the height standards found in subdivision 5B *and those which meet the CUP standards of subdivision 5(D)*. However, this suggestion does not allow for a reasonable interpretation of all the provisions of subdivision 4(G), as it is presently written. Specifically, it renders the CUP process contained in subdivision 4 (as to a building height CUP) contradictory. Such a reading would provide that the 10 acre requirement would only apply to building height CUP applicants who do not qualify for a CUP (under subdivision 5) and suggest that they could become eligible for consideration of a CUP (under subdivision 4), under basically identical standards.

It is staff’s strong belief that it was the City’s intent to evaluate applications like the Dornsbach application under the standards set forth in subdivision 5, without regard to a minimum acreage standard. It is believed that this minimum acreage standard was intended to apply only to square footage requirements for non-agricultural accessory buildings. The fact that no mention is made of this acreage requirement in subdivision 5(D) supports this assertion. Nevertheless, the situation before the Council appears to be one in which the plain and black letter language of the code does not match the City’s desire or intended practice. Should this be the case, I would strongly suggest an immediate code amendment be proposed and implemented to align the City’s intent with the code language. Without such amendment, I do not believe the code, as presently written, allows for CUP approval of the Dornsbach application or those future applications which are similar to it.

Respectfully Submitted.

STAFF REPORT

Agenda Item 8d.

Council Meeting: June 24, 2020	Prepared By: Brad Martens
Topic: Conditional Uses in Zoning Districts	Action Required: Direction

Summary:

At the May 13, 2021, Council meeting, a discussion of conditional uses on zoning districts took place. The Council requested the discussion be continued at the May 27th meeting however it was tabled until June 24th so all Councilmembers could be present. Staff requests direction on how to proceed with potential action to amend the zoning districts.

Staff completed a review of vacant land available in districts other than the rural residential district which is the second attachment to this report. A third attachment includes the areas in the rural residential district. Using that analysis, the following table was created for your information:

	Total Acreage	Vacant Acreage
RR	13,859	4,366
RMF-2	105	92
RMF-3	-	-
TCR	192	67
CR	90	22
C-2	189	80
I-1	483	161
GMU	232	88

Additionally, Councilmember Nichols provided the fourth and fifth attachments showing locations where certain uses could be allowed compared to where currently allowed.

Financial/Budget:

If no additional staff review or recommendation is requested, there are minimal costs to the update. Staff however feels there are ramifications that should be discussed.

Due to the significant amount of land use updates already taking place this year, 75% of the dedicated budget has already been spent in the first half of 2021. If this is a priority of the Council, with sufficient review, this will have budget implications.

Options:

1. Direct staff to schedule a public hearing at the August 5, 2021 Planning Commission meeting
2. Send back to staff for further review.
3. Take no action at this time.

Recommendation:

If the Council is in support of the changes as recommended by Councilmember Nichols, staff recommends a full staff review be completed so the Planning Commission and City Council can fully understand the outcome of the potential action.

Council Action:

Direct staff on action for the recommended zoning changes from Councilmember Nichols.

Attachments:

1. Zoning Change Table
2. Vacant Land Analysis – No Rural Residential
3. Vacant Land Analysis – Including Rural Residential
4. Zoning Map Proposed Changes
5. Zoning Map - Current

	UR	RR	RSF-1	RSF-2	RSF-3	RMF-1	RMF-2	RMF-3	MP	CR	TCR	C-1	C-2	BP	I-1	DMU	GMU	PUD	PI
Educational facilities K-12			X	X	X	X	X	X							X		X		
Places of worship/assembly		X	X	X	X	X	X	X		X			X		X				
Residential facility 7-16 license by state			X	X	X		X	X											
Daycare facilities accessory to educational facilities or places of worship/assembly	X				X	X	X	X											

Allowed but recommended for removal

X

Allowed, recommended to continue

X

Not allowed, recommended to allow

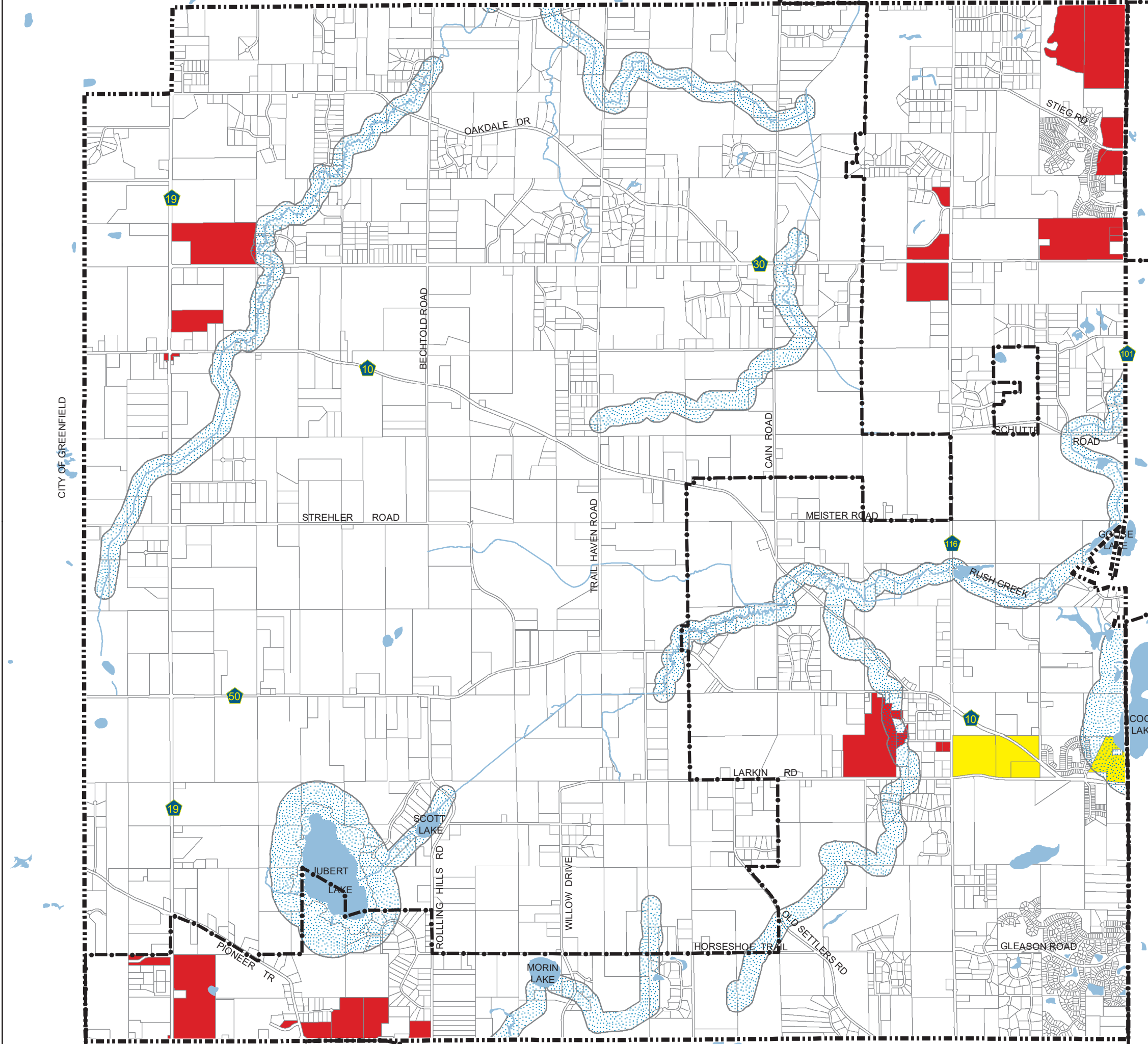
X



CITY OF CORCORAN

Vacant Land Analysis

- Vacant Land**
- Yes, RMF-2
 - Yes, GMU
 - Yes, TCR
 - Yes, CR
 - Yes, C-2
 - Yes, I-1
 - 2040 Metropolitan Urban Service Area
 - City Limit
 - Open Water
 - Shoreland Overlay District
 - Corcoran Parcels

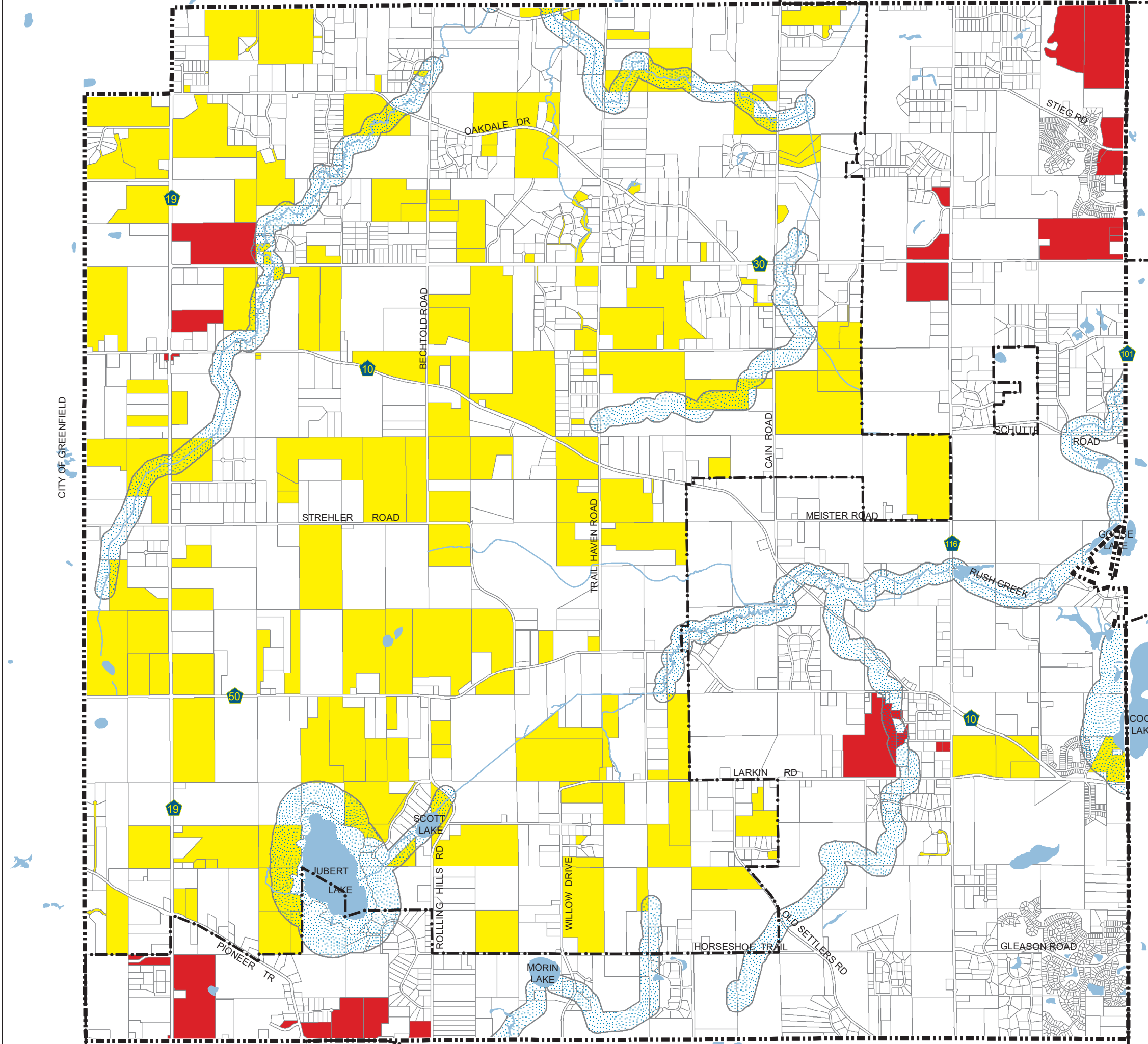




CITY OF CORCORAN

Vacant Land Analysis

- Vacant Land**
- Yes, RR
 - Yes, RMF-2
 - Yes, GMU
 - Yes, TCR
 - Yes, CR
 - Yes, C-2
 - Yes, I-1
 - 2040 Metropolitan Urban Service Area
 - City Limit
 - Open Water
 - Shoreland Overlay District
 - Corcoran Parcels





CITY OF CORCORAN

Official Zoning Map

Zoning Districts:

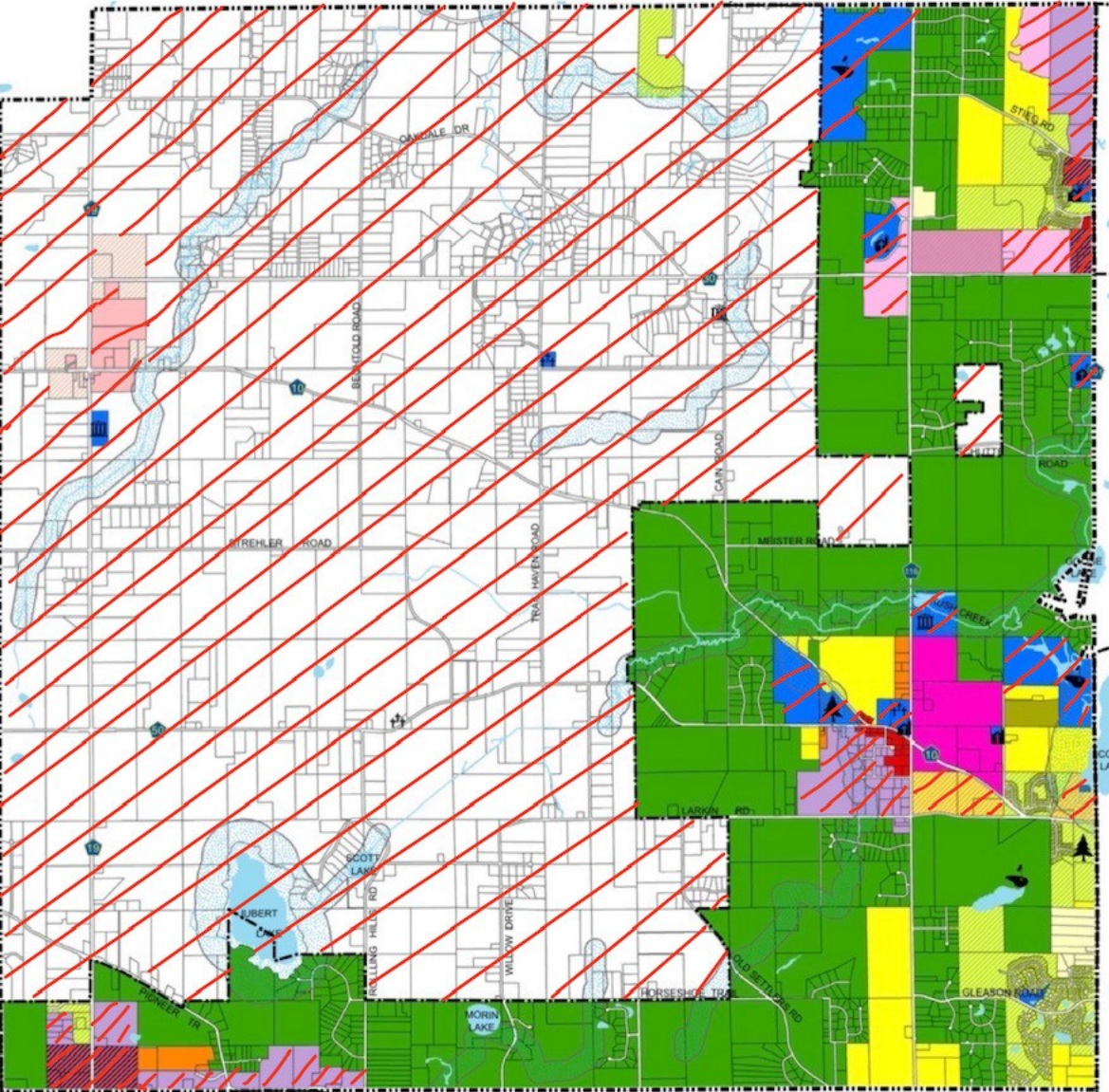
-  UR Urban Reserve
-  RR Rural Residential
-  RSF-1 Single Family Residential 1
-  RSF-2 Single Family Residential 2
-  RSF-3 Single and Two Family Residential 3
-  RMF-1 Medium Density Residential
-  RMF-2 Mixed Residential
-  RMF-3 High Density Residential
-  MP Manufactured Home Park
-  P-1 Public / Institutional
-  TCR Transitional Rural Commercial
-  CR Rural Commercial
-  C-1 Neighborhood Commercial
-  C-2 Community Commercial
-  DMU Downtown Mixed Use
-  GMU General Mixed Use
-  BP Business District
-  I-1 Light Industrial
-  PUD Planned Unit Development

-  Cemetery
-  Church
-  Golf Course
-  Government Building
-  Public Park
-  2040 Metropolitan Urban Service Area
-  City Limit
-  Open Water
-  Shoreland Overlay District



Updated September 2020

Adopted June 2011



Zoning Map- Proposed (Places of Assembly CUP areas Highlighted with Red Lines)



CITY OF CORCORAN

Official Zoning Map

Zoning Districts:

- UR Urban Reserve
- RR Rural Residential
- RSF-1 Single Family Residential 1
- RSF-2 Single Family Residential 2
- RSF-3 Single and Two Family Residential 3
- RMF-1 Medium Density Residential
- RMF-2 Mixed Residential
- RMF-3 High Density Residential
- MP Manufactured Home Park
- P-1 Public / Institutional
- TCR Transitional Rural Commercial
- CR Rural Commercial
- C-1 Neighborhood Commercial
- C-2 Community Commercial
- DMU Downtown Mixed Use
- GMU General Mixed Use
- BP Business District
- I-1 Light Industrial
- PUD Planned Unit Development

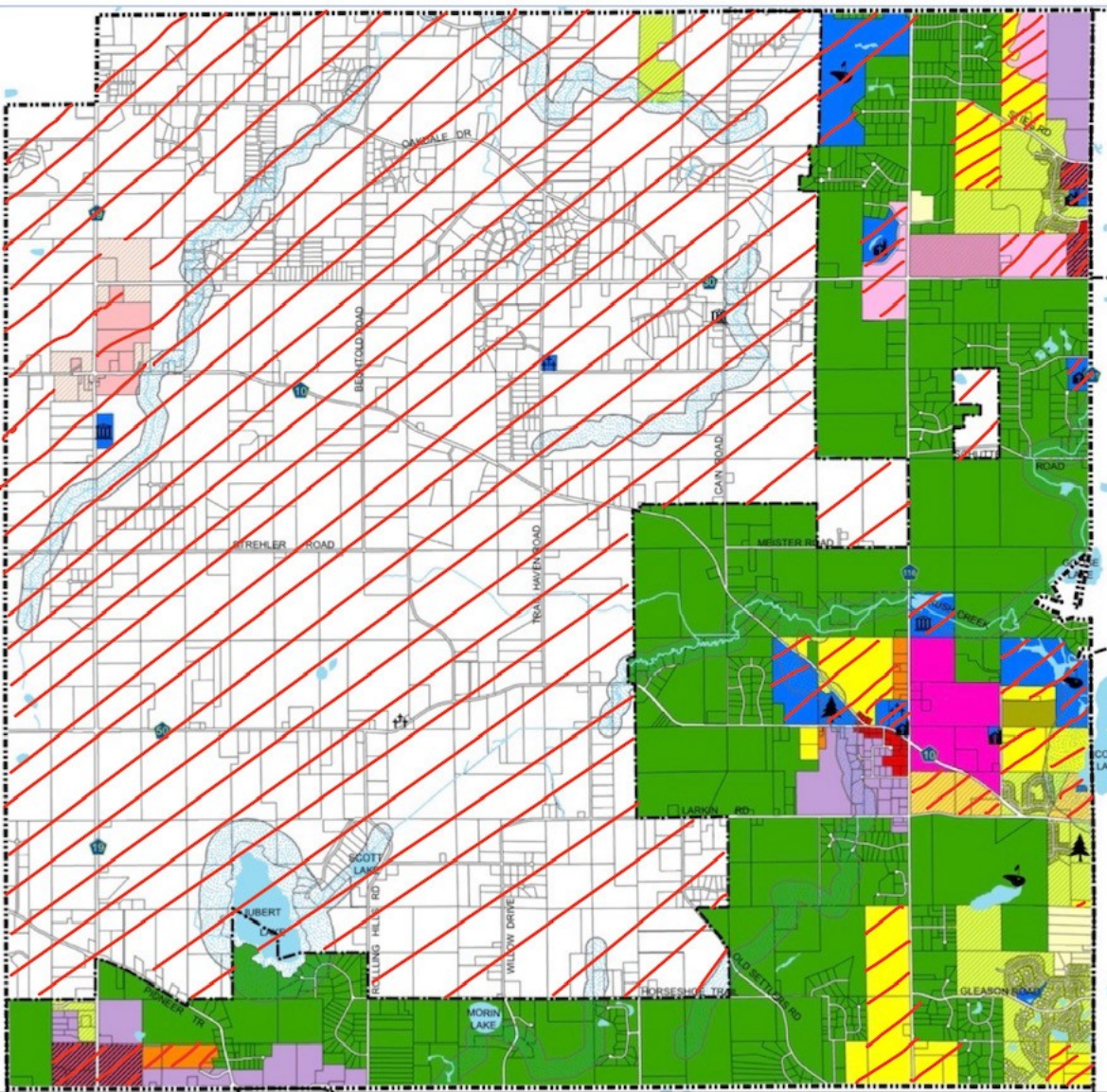
- Cemetery
- Church
- Golf Course
- Government Building
- Public Park
- 2040 Metropolitan Urban Service Area
- City Limit
- Open Water
- Shoreland Overlay District

3,000 1,500 0 3,000 Feet



Updated September 2020

Adopted June 2011



Zoning Map- Current (Places of Assembly CUP Areas Highlighted with Red Lines)

STAFF REPORT

Agenda Item 9a.

Council Meeting: June 24, 2021	Prepared By: Kevin Mattson
Topic: Draft City Center Drive & 79 th Place Improvements Feasibility Study	Action Required: Direction

Summary:

On December 12, 2019, the City entered into a land purchase agreement with St. Therese to develop a new senior living campus on approximately 13 acres of undeveloped land located at 8200 County Road 116 immediately south of City Hall.

On November 23, 2020, the City approved a Minor Subdivision request by St. Therese to create 3 separate lots including public right-of-way for the proposed City Center Drive and 79th Place street alignments consistent with the Southeast Corcoran District Plan and Design Guidelines.

On January 28, 2021, the City authorized staff to complete a feasibility study related to the City Center Drive and 79th Place Improvements proposed to be constructed on the property consistent with preliminary development agreements.

Attached is a draft feasibility report outlining the recommended site improvements, preliminary assessment roll, estimated project costs, schedule, and overall feasibility.

Staff is seeking direction on several items that could impact project outcomes and schedule before a recommendation to accept the report and ordering an improvement hearing is brought back to the council.

1. Establish approach for assessing new street construction.
 - a. Consider amending the city's adopted Special Assessment Policy.
 - i. Valuation
 1. Average of the letter of benefit range
 2. 90% of the low end of the Letter of Benefit range
 3. Other

Staff recommends using the average of the letter of benefit range.

- ii. Property type
 1. Large developable lot
 2. Homestead
 3. Other

Staff recommends no assessment for the smaller homesteads as they would not receive direct access to the street system, and future plans include a significant portion of the properties becoming part of the linear park.

2. Regional stormwater management planning
 - a. Discussion on level of support for pursuing various regional stormwater systems and associated site mass grading options as outlined in the draft report.
Staff recommends pursuing this option.

3. Sanitary sewer comprehensive planning
 - a. Discussion on potential utility fund investment to shift future sewer flow volumes to the north to protect capacity limitations in SE Corcoran.
Staff recommends this option.

4. Local participation financial planning
 - a. Discussion on potential revenue sources including state aid fund balances, advancements, and other bonding strategies.
Staff recommends utilizing state aid funds for this project and bonding for additional costs beyond eligible funds.

5. City Hall sewer and water service connections
 - a. Discussion on interest and associated impact if facility is connected to sewer and water.
Staff recommends planning for a municipal sewer and water connection for City Hall.

Staff continues to coordinate with St. Therese on the planning, design, and timing of site improvements.

Financial/Budget:

It is likely that the improvements will be funded through a combination of sources including Municipal State Aid, special assessments, developer contributions, and local participation. At this stage, it is unknown how the actual percentages will break down.

Options:

N/A

Recommendation:

Provide direction to staff.

Council Action:

Provide direction to staff.

Attachments:

1. Draft City Center Drive and 79th Place Improvements Feasibility Study



**City Center Drive and 79th Place
Feasibility Study**

DRAFT

File No. 227702507

June 15, 2021

Prepared for:



City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Prepared by:

Stantec Consulting Services Inc.
1800 Pioneer Creek Center
Maple Plain, MN 55359



City Center Drive Feasibility Study

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June 15, 2021

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City Center Drive Feasibility Study

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June 15, 2021

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4	Cost Estimate for Grading and Earthwork Improvements
5	Cost Estimate for County Roadway Intersection Improvements

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1	Roadway/Street Improvements
2	Sanitary Sewer and Water Distribution
3	Ponding/Stormwater



CITY CENTER DRIVE FEASIBILITY STUDY

Introduction

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1.0 INTRODUCTION

The City of Corcoran is planning for future development and supporting infrastructure in area of the northeast quadrant of the County Road 116 (CR 116)/County Road 10 (CR 10) intersection. The southern boundary of the focus area is CR 10 and the northern limit of the area is near City Hall along CR 116. Along with private development, long-term plans and vision of the City have included the formation of a Town Center, served by a new street (parkway) connecting CR 10 approximately 0.5 mi. east of CR 116, and intersecting with CR 116 just south of City Hall (See Figure A below). This future street has been referred to as City Center Drive and will not only provide for a future Town Center, but also serve as a backbone for the transportation and utility infrastructure needed to serve future property developments in this area.

More recently, St. Therese Senior Services has proposed development of a new residence facility near City Hall at the north end of the proposed focus area. A prior Feasibility Study (June 2019) was prepared by Stantec at that time to analyze infrastructure needs related to improvements specific to that development. The purpose of this Feasibility Report is to more specifically review the north segment of a proposed City Center Drive and a street segment connecting City Center Drive with CR 116 (79th Place), including utilities, and a proposed stormwater detention pond to be located nearby.

Future development of the focus area is anticipated to consist of a significant amount of residential and retail uses requiring further construction of City Center Drive with access points and supporting utilities. The level of development envisioned will likely require construction of turn lanes and eventual traffic signal controls at the intersections with County Road 116 and CSAH 10. In addition, water and sewer will need to be extended into this area. Overall infrastructure extension needs were highlighted in the previous feasibility report which generally covered a much broader area.

This report focuses on the feasibility of constructing the first phase of City Center Drive and utilities, including funding considerations through the State of Minnesota Chapter 429 process. This first phase is essentially the portion of City Center Drive from CR 116 to the south boundary of the St. Therese property (See Figure B below), a distance of approximately 1700 feet (0.32 mi.). With the proposed street and infrastructure improvements for Phase 1 providing benefits to both the St. Therese property and eventually to nearby properties to the south, financing of the improvements through the assistance of special assessments has been discussed. State of Minnesota Statutes Chapter 429 requires a process that includes a separate feasibility study and report for specific public improvements.

This report essentially describes a schedule and process in accordance with Chapter 429 and identifies the costs of the improvements, including proposed special assessments assigned to the benefiting properties. In addition to transportation, water and sewer needs, this report also reviews stormwater needs and requirements from both local and regional perspectives. A regional approach to stormwater also provides an opportunity to reduce and share costs among benefiting property owners.



CITY CENTER DRIVE FEASIBILITY STUDY

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For the purposes of Chapter 429 and Special Assessments, this report is based on the intent of assessing transportation related improvements only.

In addition to special assessments, some of the mechanisms reviewed and/or available for funding the improvements include the following:

- On-site mass grading and infrastructure are typically managed and funded by the developer.
- In addition to special assessments, any upsizing of on-site trunk water utilities may be provided by credit, with eligibility determined during construction plan approval process.
- Trunk sewer and water fees.
- A review of City Center Drive as a designated Municipal State Aid Street.

This report should be used as a guide to assist in the planning, construction, and financing of improvements needed to construct City Center Drive Phase 1 and serve future development. Specific actions and recommendations can be refined further based on the timing and scale of proposed developments and potential funding scenarios.



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Figure A – Proposed Town Center Vision



CITY CENTER DRIVE FEASIBILITY STUDY

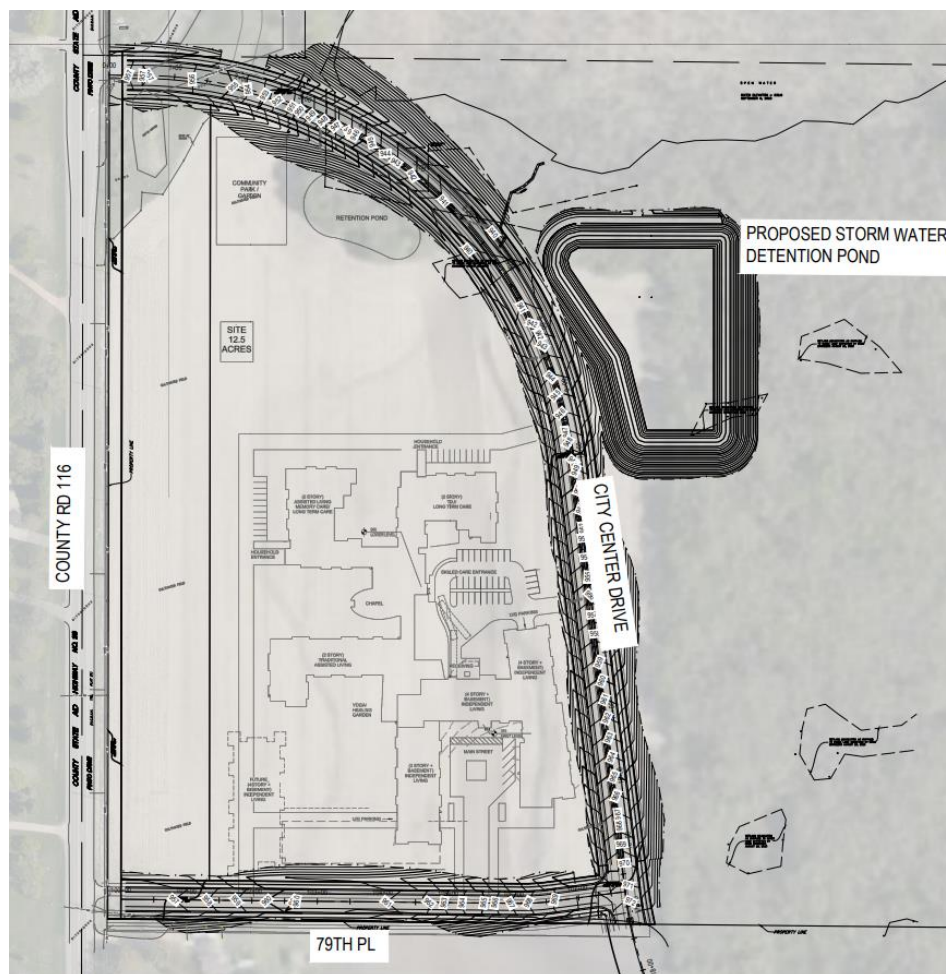
Proposed Improvements Introduction

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2.0 PROPOSED IMPROVEMENTS INTRODUCTION

For the purposes of this Feasibility Report, infrastructure improvements and estimated costs are provided for the streets and utilities to be constructed within the Phase 1 St. Therese site plan (Figure B below), including City Center Drive, 79th Place, and intersection improvements at County Road 116. Proposed assessments are calculated for not only the St. Therese property, but for properties directly south that will have access to the roadway and utilities through stubs provided at the south end of the property. Water and sewer main sizes have been reviewed and considered for the eventual extension of City Center Drive to County Road 10. In addition, stormwater detention improvements have been conceptually designed and sized to accommodate a portion of the contributing property drainage areas to the south, when they should develop. Eventually, when those properties to the south of Phase 1 submit development plans and/or City Center Drive is eventually extended the remaining distance, a similar feasibility study and report for the additional improvements and benefitting properties can be prepared accordingly.

Figure B – Proposed Phase 1 Improvements (City Center Drive - St. Therese)



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Proposed Improvements Introduction

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Proposed improvements have been reviewed and estimated within the following categories:

1. Site Grading and Earthwork
2. Transportation (new streets and intersection improvements at CR 116)
3. Sanitary Sewer (including alternatives)
4. Water (including alternatives)
5. Stormwater (including a detention pond and wetland and flood plain mitigation)

Because stormwater improvements can overlap with site grading and the transportation improvements, the estimated costs for stormwater are included within the costs for both site grading and streets in this report. For example, the stormwater detention pond cost is included with grading and earthwork, and storm sewer constructed as part of the new streets are included within the street/transportation costs. This also allows easier simplicity when determining funding sources and costs for individual improvement items. However, a separate section to describe stormwater in general is provided in Section 7.0 to explain regulatory information, stormwater management, and other design related considerations. In addition, cost estimate breakdowns at the end of this report provide further clarification regarding stormwater related items.

For all of the proposed improvements, estimated costs have been calculated and shown per the Tables at the end of the report. Estimated costs include contingencies and indirect costs such as engineering and administration.



3.0 SITE GRADING AND EARTHWORK

3.1 BACKGROUND

As part of the St. Therese site development and supporting infrastructure improvements, a significant amount of grading and earthwork will be necessary. This will not only include grading for the site development itself, but also the base grading and subgrade preparation for public streets (City Center Drive and 79th Place). The detention pond can also be considered as part of the site grading as cut and fill activities across the entire site can be considered together as earthwork is balanced to the extent possible.

Estimated costs for earthwork and grading are based upon estimated cut and fill calculations based on existing topography and proposed elevations from concept and preliminary designs for the streets and stormwater improvements. As part of the City Center Drive construction, some filling in a designated flood plain will be needed. As a result, fill and mitigation for floodplain impacts has been considered in the grading and earthwork calculations. Any additional wetland mitigation as needed is not considered in the earthwork calculations but has been considered and included in the overall cost summary in this report. Upon submittal of grading plans for the St. Therese site itself, coordination efforts between the public and private improvements may provide opportunities for construction efficiencies and possible cost reductions.

3.2 EXISTING CONDITIONS

The project area and site currently consist of vacant land. The City Center Drive/St. Therese site is bounded by County Road 116 on the west, City Hall on the north, undeveloped and some residential properties to the south, and undeveloped land on the east. The property is generally a mixture of agricultural use, pasture, and natural vegetation.

Adjacent to the site, County Road 116 is a two-lane undivided roadway with turn lanes at major intersections. At the existing City Hall access, a northbound right turn lane and a southbound left turn and bypass lane are provided.

3.3 PROPOSED EARTHWORK AND ALTERNATIVES

As part of the St. Therese site development and supporting infrastructure improvements, a significant amount of grading and earthwork will be conducted. This includes grading for the site itself (private property development), but also the base grading and shaping for City Center Drive and 79th Place. The proposed stormwater detention pond is included in the site grading work and estimated cost. As previously mentioned, the construction of City Center Drive will require some filling into the floodplain and wetland near the north end of the street as it approaches City Hall, and mitigation/compensation will be



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Site Grading and Earthwork

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required. Possible mitigation areas identified include areas adjacent to the floodplain east of the proposed fill area, and another area just east of City Hall. Eligibility of pond excavation for contribution to the mitigation requirement has also been identified as a possibility.

The proposed detention pond has been sized to accommodate the site and Phase 1 infrastructure improvements. Potential contributing areas south of the Phase 1 improvements and St. Therese site area were also initially considered in the pond sizing and cost estimates; thus providing a more regional facility. The estimated pond size (footprint) is 1.2 acres for a stand-alone (St. Therese and Phase 1 improvements) vs. 1.8 acres for a regional pond. If a pond were to be sized for solely the Phase 1 improvements (new streets), the footprint would be approximately 0.4 acres. For the purposes of this Feasibility Report, the 1.2 acre size for Phase 1 and St. Therese is recommended at this time. The pond is proposed to be located just east of City Center Drive and in addition to the St. Therese site as shown in Figure B on previous page 2.1.

3.4 ESTIMATED COSTS

Estimated costs for site grading and earthwork include the regional stormwater detention pond and also fill, grading, and base shaping for the street construction work. Table 4 provides a breakdown of the estimated costs. The grading and earthwork are estimated to be \$766,047 and does not include grading and fill for the private development itself. In addition to this amount, an additional estimated amount of \$150,000 for wetland mitigation should also be included in the overall estimated costs. However, coordination of grading for the entire site area, including the public infrastructure improvements and private development itself may provide cost savings as well as construction timeliness and efficiency in general.

The estimated cost as provided below includes a regional stormwater detention pond.

Estimated Costs (City Center Drive & 79 th Place):	\$766,047 ⁽¹⁾
Estimated Costs (floodplain and wetland mitigation)	\$150,000
Total	\$919,047

(1) Costs provided in the estimated cost tables were for largest regional pond. Costs are estimated to be proportional to the overall need.

3.5 FINDINGS AND RECOMMENDATIONS

It is recommended that the site grading and earthwork include a 1.2 acre regional stormwater pond to service the public roadways along with St. Therese in addition to the other site grading and earthwork. A detention pond serving only the Phase 1 improvements would be smaller and result in some savings. However, any savings would be relatively minimal and the resulting cost savings and development opportunity use for future phases could be significant. In addition, it is recommended that earthwork and grading related to both the public and private improvements be coordinated to the extent possible to



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Site Grading and Earthwork

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streamline construction efficiency and provide additional cost savings. For example, excavation for the regional detention pond may provide fill supplemental material for the private development, depending on the extent of material need and quality of the material.



4.0 TRANSPORTATION

4.1 BACKGROUND

As most recently proposed, based on information provided, the St. Therese project will include a senior living facility with 197 independent living units and 51 skilled care units. Access will be provided to the development from two public streets connecting directly to County Road 116 at two locations: A northern street connection (City Center Drive) at the existing main City Hall access and a southern connection approximately 1/4 mile to the south of City Hall (79th Place). Upon future development of the Town Center area and an eventual extension of City Center Drive to the south and connection to County Road 10, additional traffic will result on the Phase 1 roadways. This will eventually elevate the roadways to collector traffic levels, serving as primary transportation corridors and linkages for the Town Center area.

In anticipation of future traffic and service needs, the City has initiated the process of designating both City Center Drive and 79th Place as Municipal State Aid Streets in the Phase 1 improvement area. When the need arises in the future to extend City Center Drive to County Road 10, the remainder of City Center Drive will also be eligible for Municipal State Aid designation.

4.2 TRIP GENERATION AND TRAFFIC IMPACTS

Weekday A.M. and P.M. peak hour trip generation for St. Therese were calculated based on data presented in the tenth edition of Trip Generation, published by the Institute of Transportation Engineers (ITE). The resultant trip generation estimates are shown in **Table 5-1**.

Table 4-1. Weekday Trip Generation for St. Therese Project

Land Use	Size	Weekday AM Peak Hour			Weekday PM Peak Hour			Weekday Daily
		In	Out	Total	In	Out	Total	Total
Continuing Care Retirement Community	248 DU	23	12	35	15	25	40	595

Notes: DU=dwelling unit

As shown, the project adds 35 trips during the a.m. peak hour, 40 trips during the p.m. peak hour, and 595 net trips daily. The intersection improvements at County Road 116 for City Center Drive and 79th Place will easily accommodate these volumes.

The traffic impacts on the surrounding County Roadway system due to the proposed Phase 1/St. Therese development are expected to be minimal as shown by the numbers above. The number of trips generated during the peak hours and on a daily basis can be accommodated by the existing roadway system with minimal impacts to traffic operations.



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Upon subsequent completion of future City Center development and City Center Drive phases however, traffic levels at these intersections will see substantial increases, particularly during AM and PM peak periods. As previously described, the City of Corcoran is planning for future development for the northeast quadrant of the County Road 116/CSAH 10 intersection, including an eventual full extension of City Center Drive between the St. Therese property and County Road 10. The future Town Center development is expected to consist of a significant amount of residential and retail uses, requiring the construction of future City streets and access points.

As a result, turn lane additions and roadway adjustments at CR 116 for City Center Drive and 79th Place are being proposed as part of the Phase 1 improvements. Traffic signals at City Center Drive and County Road 116 will likely be needed in the future at some point, depending on the timing and rate of development.

4.3 FINDINGS AND PROPOSED IMPROVEMENTS

In order to accommodate the proposed project and future development in the area, implementation of the following improvements are proposed as part of the Phase 1 improvements:

County Road 116 Intersections

County Road 116/City Center Drive/Main City Hall access

- Hennepin County will have input and authority on the ultimate design requirements. As a result, the County has been contacted and has reviewed preliminary concepts for the intersections.
- For CR 116, a left turn (southbound) and right turn lanes (northbound) on the approach are being proposed.
- Turn lanes for the City Center Drive westbound approach to the intersection are proposed.
- Preservation of right-of-way is needed for a future traffic signal control when property west of CR 116 develops, and traffic levels on City Center Drive increase as a result of the street's eventual extension to the south.

County Road 116/79th Place

- Hennepin County will have input and authority on the ultimate design requirements. As a result, the County has been contacted and has reviewed preliminary concepts for the intersections.
- For CR 116, construction of a left turn (southbound) and a right turn lane (northbound) on the approaches are proposed as required by Hennepin County.
- Construction of the 79th Place westbound approach will include a left turn lane and a right turn lane as proposed.

Preliminary concepts have been utilized for estimating purposes, based on preliminary feedback from Hennepin County. As plans eventually progress toward construction, the design and costs will need to be refined accordingly.



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City Center Drive

City Center Drive will eventually connect CR 116 and CR 10 as the Town Center area gradually develops, with a total length of approximately 0.82 mi. The length of City Center Drive for this proposed Phase 1 is 1700 feet (0.32 mi.). Because the street will eventually connect two County roadways and serve as a collector street, the City has initiated the process of designating the Phase 1 portion of the roadway alignment as a Municipal State Aid Street under Minnesota Transportation guidelines and regulations. This will provide the City added flexibility in terms of funding possibilities and needs reporting to the State. Eventually, the remainder of City Center Drive extending to CR 10 can also be designated.

The street is therefore proposed to be designed and constructed in accordance with State Aid standards. These standards are typical for most municipal collector streets, including geometrics (width), load carrying capacity, and other design parameters. In addition, the Comprehensive Plan for the Town Center area, including this Phase 1 proposal recommends a divided parkway segment with consideration for multi-modal transportation (including accommodations for bicycles and pedestrians), lighting, and landscaping. In summary, the following is proposed:

City Center Drive (Phase 1):

- A two-lane roadway 0.32 miles in length constructed to Municipal State Aid standards, with a planted median, along with adjacent sidewalks.
- A 72-foot right-of-way per the SE District (Comprehensive Plan) and Town Center plans is proposed.
- Street lighting with an assumed 300 feet spacing per side, offset with the opposite sides of the street.

79th Place

79th Place will connect CR 116 with City Center Drive and form the south boundary of the St. Therese development. The street will span a distance of approximately 0.15 miles and similarly will be constructed to Municipal State Aid standards, as the City has also recently submitted this segment for State Aid designation. The following design parameters are proposed:

- A two-lane roadway, constructed to Municipal State Aid standards.
- 60-foot right-of-way per the SE District plan will be required.
- Lighting assumed 300 feet spacing per side, offset with opposite sides of the street.
- Sidewalk along at least one side of the street.

Long-term plans for CR 116 call for a multi-use trail along the roadway, including between City Center Drive and 79th Place. This trail segment is provided as part of a long-term desire and plan by both the City and County to provide multi-use trails along County Road corridors. The cost for a trail within this project area has not been included in the estimated costs. However, it is recommended that sufficient space for a trail easement be preserved for future construction.



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Along with the trail, dedication of green space (park) along CR 116 has been platted in anticipation of the site development. This will be reviewed further between the City and St. Therese as site plans continue to progress.

For both City Center Drive and 79th Place as described above, site access locations as proposed for the St. Therese site will be reviewed and coordinated with the owner accordingly to assure that safety, accessibility, and other related features such as medians and landscaping are balanced accordingly.

4.4 ESTIMATED COSTS

Estimated costs for the transportation improvements, including the City streets (City Center Drive and 79th Place) and the intersection/turn lane improvements on the County Roads are summarized below. Storm sewer is also included in the estimates, as are landscaping and lighting. However, lighting and landscaping costs can vary significantly, depending on the level of improvement and investment desired. For the purposes of this report, estimated costs for landscaping and lighting are based on a unit cost averaged from previous projects with what may be considered basic improvements. These typically include trees and other appropriate/desired plantings and irrigation, but would not include special “hardscape” features or public art.

Estimated Costs (City Center Drive & 79 th Place):	\$2,734,251
(including storm sewer, lighting, and landscaping)	
Estimated Costs (Turn Lanes Along County Roadways)	\$494,000

This estimate includes a 30% allowance for indirect project costs which includes contingency, engineering, and project administration.

A tabulation of these is shown at the end of this report in Table 5.

4.5 SUMMARY AND RECOMMENDATIONS

The transportation improvements as presented herein are necessary to not only allow for the proposed St. Therese development, but will provide the necessary base infrastructure for future roadway and utility improvements in the City of Corcoran, all in alignment with the City’s Comprehensive Plan. Close collaboration with Hennepin County and other partners will be needed as continued growth and development in this area of the City of Corcoran.



5.0 SANITARY SEWER

5.1 INTRODUCTION

Proposed sanitary sewer improvements for City Center Drive as presented herein have been reviewed previously and analyzed in the context of long-term sanitary sewer service needs and projections for the sub-regional area of Southeast Corcoran. Sewer needs from this sub-regional approach take into consideration not only the Town Center area, but a much larger area of SE Corcoran that is anticipated to need service in the future. These future needs and related requirements have been reviewed and discussed at length per a previous study, and other key infrastructure improvements needed are being addressed through separate projects outside of the scope of this feasibility study.

In accordance with the Comprehensive Plan and in consideration of the general area topography, sewer flows from City Center Drive (Phase 1) and the adjacent St. Therese property have generally been anticipated to flow north to a large gravity trunk sewer extended from the north-east. This trunk main is not yet constructed, and it is expected to be several years away, at least at this location. Properties just to the south of the Phase 1 and St. Therese improvement area, including the future Town Center area have been shown flowing south to an existing Metropolitan Council Environmental Services (MCES) interceptor (L-80). For the St. Therese (Phase 1) segment of City Center Drive, it has been determined that taking the flow north into another sub-system and temporarily diverting back to the L-80 system is necessary and feasible at this time.

Longer-term, the MCES L-80 lift station, located near the intersection of CR 10 and CR 101, has been reviewed extensively by both MCES and the City with regards to its eventual capacity and future development of southeast Corcoran. Future flow projections have been calculated and reviewed with MCES to investigate the feasibility of diverting some future L-80 area flows to the future trunk main to be extended from the northeast. Upon further review and analysis, MCES has concurred that diverting flows from some areas south of the Phase 1 improvements may eventually be needed. As a result, the sizing of a larger sewer main for the City Center Drive Phase 1 improvements for future flows is recommended.

The topography across the proposed City Center Drive alignment generally slopes upward from County Road 10 before sloping back down to where the Phase 1 portion begins. From this point, the roadway will generally slope down to the north and west toward City Hall where it will connect to CR 116. As a result, sewer service for City Center Drive (Phase 1) will be provided by constructing a gravity sewer that slopes downward to the north, with flows directed to the northwest corner of the development near City Hall. At the northwest corner, sewer flows will be directed across County Road 116 into a system constructed by others as a separate project. This separate project will connect to a system within the L-80 service area, and eventually connect to the future gravity trunk main from the northeast as previously described.



5.2 PROPOSED IMPROVEMENT ALTERNATIVES

There are essentially four different alternatives to the Phase 1 sanitary sewer construction, based on two different pipe sizes and two different alignment locations.

Pipe Sizing

The sanitary sewer design not only considers the proposed Phase 1 development, but also the future development of some properties to the south and east that may eventually have flows diverted to the north. This is discussed in the above introduction with regards to the MCES lift station capacity for southeast Corcoran. Essentially, sanitary sewer main will run from the southeast corner of the Phase 1 site (the intersection of City Center Drive and 79th Place), flowing by gravity to the northwest corner of the site near the City Hall entrance at CR 116.

Under typical design circumstances, an 8-inch sanitary sewer main pipe would suffice for Phase 1 (Option 1). However, because some areas to the south and east of Phase 1 are being evaluated for diversions, a 12-inch main would be needed to accommodate the projected flows. Therefore, two different sizes are being considered.

Sewer Pipe Location

The sanitary sewer main will flow by gravity from the southeast corner of Phase 1 to the northwest corner near City Hall. It is anticipated that the main will run in alignment with City Center Drive, along with the watermain and other private utilities. However, dependent on the layout and extent of proposed improvements on the St. Therese site, as well as anticipated future development on the west side of CR 116, an alternative alignment may be considered. A sewer main running from the southeast corner westerly down 79th Place and then north along CR 116 has been suggested as an alternative. However, this would result in a longer distance of pipe, and any future services for properties on the west side of CR 116 may be lengthy and subject to specific requirements of Hennepin County for crossing the roadway and right of way.

City Hall Sewer Service

The sanitary service to City Hall is currently provided by a private septic system which is located to the south of the current city hall entrance and parking lot. With the proposed City Center Improvements, the septic system will be impacted and will need be revised. With the extension of the sanitary sewer system through this area, it is assumed that the sanitary sewer service will be modified to connect to the new system instead of installing a new septic system.



5.3 ESTIMATED COSTS

The sanitary sewer as proposed herein for Phase 1 provides essentially four options, based on two possible sizes and two possible locations (alignments). As a result, four different alternatives and costs are presented in this report.

Both sizing options (8-inch vs. 12-inch gravity sewers) provide adequate service to the Saint Therese development. Option 1 (8-inch) would provide primarily local service for the proposed St. Therese development, with little capacity consideration for any additional sewer diversions from future development areas to the south of the Phase 1 improvements. As previously described, Option 2 (12-inch) would build in additional capacity for such diversions, should the City decide to divert some flows from the SE Corcoran MCES interceptor (L-80) connection to the NE Corcoran interceptor connection in the future, all subject to MCES review and approval.

For sewer main locations as described, one alignment would run along the west side of the St. Therese property, parallel to CR 116 and on property dedicated as space for a regional trail as previously mentioned. The other alignment option would follow the center of City Center Drive. Both alignment alternatives would terminate at the northwest corner of the site at CR 116 near City Hall. At that location, a separate improvement project outside of the scope of this report will include a crossing of CR 116 and connection to another system.

As described in the Introduction, the cost of installing sanitary sewer necessary to serve the St. Therese site (8-inch) would be the developer's responsibility as part of the site development. This would apply to either alignment, dependent on the specific site development needs. However, the cost difference in upsizing to a 12-inch (beyond the St. Therese needs) would not be the developer's responsibility and has been calculated accordingly for the City to consider.

The costs for the four identified options are:

Estimated Costs Option 1 – (City Center Drive and 8-inch):	\$335,500
Estimated Costs Option 2 – (City Center Drive and 12-inch):	\$435,500
Estimated Costs Option 3 – (79 th /CR 116 and 8-inch):	\$326,000
Estimated Costs Option 4 – (79 th /CR 116 and 12-inch):	\$413,000

5.4 SUMMARY AND RECOMMENDATIONS

It is recommended that the 12-inch sanitary sewer main and City Center Drive alignment (Option 2) be considered for construction. The cost difference to install the larger size is relatively minimal in comparison to the total cost and provides additional capacity insurance for future growth beyond the Phase 1 improvements site, should it be needed. The City Center Drive alignment is also recommended as a result of the more direct and natural alignment with the overall improvements and the likelihood that this location will work well with the St. Therese development.



6.0 WATER

6.1 INTRODUCTION

Similar to sanitary sewer, improvements needed to construct water distribution infrastructure for Phase 1 City Center Drive Phase 1 and site improvements are being considered in conjunction with a previous study that addressed the greater sub-regional area of SE Corcoran and future Town Center. As a result, a water connection will be made available to the site per a separate public improvement that also serves properties west of County Road 116. This other improvement and a connection were considered and evaluated in the previous study and considers the long-term adequacy of water supply, distribution, and pressures for the greater southeast Corcoran area.

Under a contract to provide water, the City of Maple Grove will continue to supply SE Corcoran with up to a maximum day demand (MDD) of 5 million gallons per day (MGD) in accordance with agreements between the two cities. Overall water future water needs for this area have been modeled extensively, and future improvements (water supply, storage, and distribution) have been identified for the future in accordance with the City's Comprehensive and Capital Improvement Plans.

As previously mentioned in this report, proposed assessments are intended for transportation improvements only as the developer will be responsible for the water mains needed to serve the St. Therese site. However, any upsizing of the mains to better serve future development beyond the site will not be the developer's responsibility.

6.2 PROPOSED ALTERNATIVES

Studies have also indicated that upsized water main improvements for City Center Drive, including the Phase 1 segment may provide benefits to properties outside of Phase 1. These benefits would include access to the system, enhanced circulation and pressure distribution, and fire protection. Therefore, 2 options have been reviewed for the water distribution system for Phase 1 City Center Drive, and both are based on a system connection being available at City Center Drive and CR 116 by a separate project.

Both options would provide a loop through the Phase 1 site by essentially following City Center Drive and 79th Place, connecting to a 16-inch trunk main to be constructed along CR 116 at both ends. This would essentially form a continuous loop around the site. Since the looping system is necessary for serving beyond the proposed development, the trunk main along CR 116 has not been included in the estimated costs. For the purposes of this feasibility report, estimated costs have been provided for two alternatives: a 12-inch main running the length of City Center Drive and 8-inch on 79th Place (Option 1), and the same with a 12-inch replacing the 8-inch on 79th Place (Option 2). In either scenario, a water main stub pointed southward (12-inch) will be provided at the City Center Drive/79th Place intersection in anticipation of the future street extension and development.



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Previous modeling analyses for the water system in SE Corcoran reviewed various scenarios and results, based on future system improvements and future demands on the system. The options of constructing an 8-inch main or a 12-inch main for the St. Therese Development itself were reviewed as part of the various modeling scenarios. While an 8-inch line was generally considered adequate for present needs, the 12-inch was recommended to assure that future needs will be met. The city generally evaluates to a standard system pressure and if the St. Therese specific building needs additional pressure or requirements beyond the municipal system standards, that would be incorporated into their development plan.

City Hall Water Service

City Hall is currently serviced from a private well. The water quality from a private well is variable and the water provided from the public system is likely of a more consistent quality. With the City Center Project it is assumed a water stub will be provided to the City Hall lot for it to be converted to the public water system.

6.3 ESTIMATED COSTS

The water main as proposed herein for Phase 1 provides essentially two options based on an 8-inch watermain loop or an upgrade to a 12-inch size. As previously mentioned, the base 8-inch size will be the developer's responsibility and any upsizing to 12-inch will be funded by other sources. As a result, the following estimates are provided:

Estimated Costs (Option 1):	\$391,000
Estimated Costs (Option 2):	\$466,000

6.4 SUMMARY AND RECOMMENDATIONS

Modeling has suggested that the 8-inch size will be adequate for future area needs beyond the St. Therese site, and the looping of main around the site will provide adequate circulation and fire protection. However, an upsizing to 12-inch pipe is a relatively minimal increment increase in proportion to the total installation cost and will provide assurance for future development and fire flow needs. It is therefore recommended that the 12-inch watermain pipe (Option 2), be installed accordingly as part of the project.



7.0 STORM WATER - WATER RESOURCES

Stormwater implications for the proposed Phase 1 improvements have been reviewed in consideration of local and state regulations, regional ponding, floodplain, and potential changes in land use and additional runoff that would occur when future development proceeds. In addition, a proposed stormwater detention pond has been reviewed and described from both a local and regional service perspective. Wetland and floodplain mitigation and compensation in accordance with requirements has also been reviewed.

7.1 REGULATORY OVERVIEW

Stormwater management regulations in the proposed project area will be guided and directed by Corcoran's Local Surface Water Management Plan (Local Plan) and the City's Stormwater Pollution Prevention Plan (SWPPP). Each of these documents has a larger regulatory context:

- The Local Plan reflects the goals, policies, and rules of the Elm Creek Watershed Management Commission's Third Generation Watershed Management Plan (Commission's WMP).
- The SWPPP is a requirement of the City's stormwater permit, formally known as the Municipal Separate Storm Sewer System (MS4) permit. The MS4 permit is issued by the Minnesota Pollution Control Agency (MPCA).
- Among other goals, both documents include plans to meet pollutant load reductions calculated in the Elm Creek Watershed Total Maximum Daily Load (TMDL) study. TMDL studies are required for surface waters that are designated as impaired – in other words, those that do not meet one or more state water quality standards.

7.2 WATERSHED SETTING AND LAND USE

City Center Drive and related development areas are situated in the Rush Creek drainage area which includes natural wetland and floodplain areas east of City Hall. Land use and cover in the proposed street and development area is a mix of natural (woods) and agricultural with floodplain and wetlands. This pattern is typical of Corcoran, which is still a predominantly agricultural community with scattered low-density residential development and an abundance of wetlands. As development increases in the City however, the change from agricultural to non-agricultural land use presents opportunities to better manage stormwater runoff. In addition to effective design, stormwater Best Management Practices (BMPs) installed during construction will improve water quality in the large wetland complex near City Hall where the majority of runoff from the proposed improvements will flow.



7.3 STORMWATER MANAGEMENT

For the City Center Drive/Saint Therese development and construction as proposed in these Phase 1 improvements, the parcel area changes the land cover from agricultural/wooded/wetlands to urban senior living. Agricultural use of the land would cease, replaced by both pervious open/green space and impervious surfaces that will change the landscape and impact stormwater runoff.

Regional planning for conceptual ponding locations shows that the Phase 1 improvements and the Saint Therese parcel can be a “stand alone” parcel and mitigate the increased runoff rates. Any stormwater accommodation from the eventual extension of City Center Drive to the south, including related developable properties has also been considered. Sizing for a trunk storm sewer and expanded stormwater detention has therefore been reviewed and included in estimates and potential benefits.

Although cessation of agriculture generally benefits water quality by reducing export of nutrients and sediment, construction of additional impervious surfaces, such as roads, driveways and sidewalks in this development can increase the volume to receiving waters. CR 116 turn lanes and City streets will also increase impervious surface area and, will require BMPs to mitigate the impact of stormwater runoff.

Mitigation is accomplished by aligning development plans with stormwater regulations. Corcoran’s Local Plan, in agreement with the Watershed Commission’s WMP, requires that certain development plans be submitted to the City and the Commission for review. The purpose of the review is to ensure that the developer’s and City’s plans for stormwater management during and after construction meet the Commission’s rules regarding the rate, volume, and pollutant load of stormwater runoff, along with other rules regarding wetland alteration, erosion and sediment control and other aspects of surface water protection.

This adherence to Commission rules is one of the strategies the City of Corcoran has chosen to also meet its TMDL obligations. The implementation plan calls on Corcoran to apply these strategies and standards when land use changes, a strategy that is expected to have the net result of improving the quality of stormwater runoff. Stormwater modeling guidelines are in Appendix A, and as noted FEMA floodplain modifications and off-site water quality improvements are listed.

Complementing the Local Plan, Corcoran’s SWPPP requires plan review, construction site erosion and sediment control, and post-construction stormwater management. Construction site inspections by the City or its authorized staff would begin with land-disturbing activity and end with final stabilization of exposed soils. After construction, the City would enter an agreement with the developer to ensure that stormwater Best Management Practices continue to function as intended.

7.4 FINDINGS

- Regional planning for conceptual ponding locations shows that the City Center Drive/Saint Therese parcel can be a “stand alone” parcel and mitigate the increased runoff rates.



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Storm Water - Water Resources

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- Conceptual planning shows a 0.4 acre, 1.2 acre, or 1.8 acre pond footprint is necessary, depending on sizing for Public Right of Way (ROW) only, Public ROW and the St. Therese site, or Public ROW and the St. Therese site plus potential contributing areas to the south of these Phase 1 improvements.
- Stormwater improvements are necessary within the development to meet regulations of the WMO. The Elm Creek Watershed Management Commission's development rules and standards will apply.
- Stormwater improvements will also need to meet the goals of Corcoran's Local Plan and the Elm Creek TMDL study.
- The City of Corcoran has modeling guidelines for hydrology and hydraulics to consistently manage stormwater events in new developments.
- To move towards meeting load reduction goals, the City's Local Surface Water Plan identifies that improvements to water resources will occur with development.
- FEMA-designated Zone A floodplain is located within/adjacent to the project area. A Letter of Map Revision (LOMR) from FEMA is likely not required. However, mitigation of any floodplain fill areas will be necessary.
- The City has recently obtained the Local Government Unit (LGU) responsibility for implementing the Wetland Conservation Act (WCA).
- A detention pond sized accordingly for Phase 1 improvements and additional areas to the south (Regional) has been proposed (Figure 4).

7.5 ESTIMATED COSTS

As also described in Section 3.0, Site Grading and Earthwork, two different detention pond sizes have been analyzed, one for serving only the immediate Phase 1 improvements and a slightly larger pond to serve a more regional area. The cost of the pond has been included in the grading and earthwork costs. Costs for storm sewer, including conveyance to the pond have been included in the street improvement costs.

7.6 SUMMARY AND RECOMMENDATIONS

It is recommended that the 1.2 acre (regional) stormwater detention pond/basin be constructed. Because the pond is considered as part of the overall grading and earthwork cost, the incremental cost is considered relatively minimal. In addition, the additional excavation provides additional stormwater management and runoff treatment for future development and improvements. The additional excavation may also provide some additional floodplain and wetland mitigation capacity, depending on construction and alignment with mitigation regulations.



8.0 FINANCING

8.1 SUMMARY

Financing options for the Phase 1 improvements (transportation, sewer, water, and stormwater detention) that are necessary for infrastructure and to mitigate impacts typically follow the approach of:

- On-site infrastructure is managed by the developer.
- Upsizing of on-site trunk utilities is provided by credit, with eligibility determined during plan review.
- Off-site projects are managed by the City (engineering, bidding, and construction management) through an escrow.
- Other financing mechanisms (i.e., Ch 429 process). As previously mentioned in this report, it is proposed to utilize Special Assessments to fund the transportation related portion of the public improvements.
- The roadway is in the process of being designated as a Municipal State Aid Road and may be eligible for use of the City of Corcoran State Aid Funds.

The financial package will be further detailed and negotiated as the project moves forward and culminates in the overall Developer Agreement with the overall preliminary plat approval, which is updated for each phase of the Phase 1 improvements.

8.2 CHAPTER 429 PROCESS

As previously mentioned in this report, it has been proposed at this time to assess only the transportation portion of the improvements. Stormwater has also been mentioned as a possibility for further discussion. Phase 1 Public Improvements (transportation elements) will not only serve the proposed St. Therese site, but will also provide future benefit to identified properties to the south as the Town Center area develops and City Center Drive is extended. As a result, special assessments for the transportation improvements in accordance with State of Minnesota Chapter 429 requirements has been proposed and calculated as provided further below.

Special Assessments are a charge imposed on properties for a particular improvement that benefits the owners of those selected properties. The authority to use special assessments originates in the state constitution which allows the state legislature to give cities and other governmental units the authority “to levy and collect assessments for local improvements upon property benefitted thereby.” The legislature confers that authority to cities in Minnesota Statutes Chapter 429.

Special assessments have three distinct characteristics:



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1. They are a levy a city uses to finance, or partially finance, a particular public improvement program.
2. The city levies the charge only against those particular parcels of property that receive some special benefit from the program.
3. The amount of the charge bears a direct relationship to the value of the benefits the property receives.

The Chapter 429 process can be initiated from either a petition from the affected property owners or by the City Council by ordering a feasibility report. Upon completion of a feasibility report by the City Engineer or designee, the City Council must pass a resolution receiving the report and provide preliminary notice of the improvement.

Following is the general process and steps required for the Chapter 429 process:

Upon the ordering of a feasibility report by the City Council, staff prepares the report, which generally provides descriptions and conceptual designs for the proposed improvements, estimated costs, assessment rolls, a proposed schedule, and other pertinent information.

After the report is completed and accepted by the Council, a public hearing is scheduled and held in accordance with Chapter 429 requirements, followed ultimately by bidding and construction if the project is approved and continues to move forward. An assessment hearing is also included as part of the process to adopt the assessment rolls as presented. It should also be noted that the improvement hearing may be omitted if 100 percent of the affected landowners sign a petition requesting the improvement.

Proposed Possible Schedule

Following is a general outline of a proposed schedule for consideration for this project as part of the Chapter 429 process:

Council Orders Feasibility Report	January 2021
Council Receives Draft Feasibility Report and Reviews	June 24, 2021
Council Accepts Feasibility Report and Calls for Public Hearing	July 8, 2021
Staff submits notice of Public Hearing in accordance with Chapter 429	
Council Holds Public Hearing	August 12, 2021
Council Orders the Preparation of Plans and Specifications	August 12, 2021
Advertise for Bids and Open Bids	
Open Bids	Fall 2021
Council Provide Notification of Assessment Hearing	TBD
Council Hold Assessment Hearing, Adopt Assessment Roll and Award Contract	TBD
Commence Construction	Fall 2021



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The schedule provided is conceptual in nature and actual timing of the improvement project may coincide with the adjacent St. Therese development's anticipated schedule.

8.3 REPORT AND PRELIMINARY ASSESSMENT ROLL

The benefitting properties proposed for assessment are shown below and locations illustrated on the following page. The city is in the process of finalizing the estimated benefit per buildable acre with Nagell Appraisal, Inc. Assessments at this time are proposed for benefitting properties for transportation related improvements only.

The benefit reports received by the city typically provide a general range of benefit per acre of buildable area for each property. At this time, the City's assessment policy does not directly dictate or how to address this specific type of project that addresses immediate and longer-term benefits. As a result, a proposed preliminary assessment roll is provided herein for Council's consideration, utilizing the appraisal reports as a base or framework, in which a proposed midrange of the expected benefit will provide. These numbers are only estimates at this time and will vary depending on the final appraisal report provided by Nagell Appraisal, Inc.

Because the proposed benefit is a substantial range for each property and specific buildable acres for each has not yet been determined, a proposed preliminary assessment roll has been prepared for Council's consideration based on the following:

1. Selecting the median benefit amount within the range provided for each property
2. Calculating an estimated buildable area for each property based on subtracting an estimate of the wetland areas from the total property area. Wetland areas are based on available geographical data at this time. Other possible areas considered unbuildable for unknown reasons at this time would also need to be determined.
3. Omitting the three smaller residential properties from being assessed at this time.

In addition to the properties listed below, the Appraisal Report will be considering the remaining properties to the south, extending to County Road 10. The properties are not included in the assessment roll at this time as the benefit is unknown but will be added if the appraisal report indicates a benefit received.

** The Property Owners as named below for each PID are per the most recent property information provided by Hennepin County. Any recent sales or transfers of property may not yet be recorded.



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CITY CENTER DRIVE AND 79TH PLACE		PRELIMINARY ASSESSMENT ROLL							6/18/2021
No.	PID	PROPERTY OWNER	Total Area (Ac)	Probable Wetland Area (Ac)	Potential Wetland Area (Ac)	*Preliminary Buildable Area	Estimated Benefit (Per Buildable Acre)	**Proposed Benefit (Per Buildable Acre)	***PROPOSED ASSESSMENT TRANSPORTATION
1	2411923230001	City of Corcoran (St. Therese Site)	78.88	38.62	5.17	40.26	TBD	TBD	TBD
2	2411923340002	Corcoran Bay Holdings, LLC	73.54	7.24	12.46	66.3	\$4,000 - \$6,000	\$5,000.0	\$331,500
3	2411923330001	****Victor Trachuk	2	0	0	2	\$5,000 - \$8,000	\$0.0	\$0
4	2411923330004	****Gregory R Ebert	2	0	0	2	\$4,000 - \$6,000	\$0.0	\$0
5	2411923330002	****Donal M and Nadine R Jelinski	2	0	0	2	\$1,000 - \$3,000	\$0.0	\$0

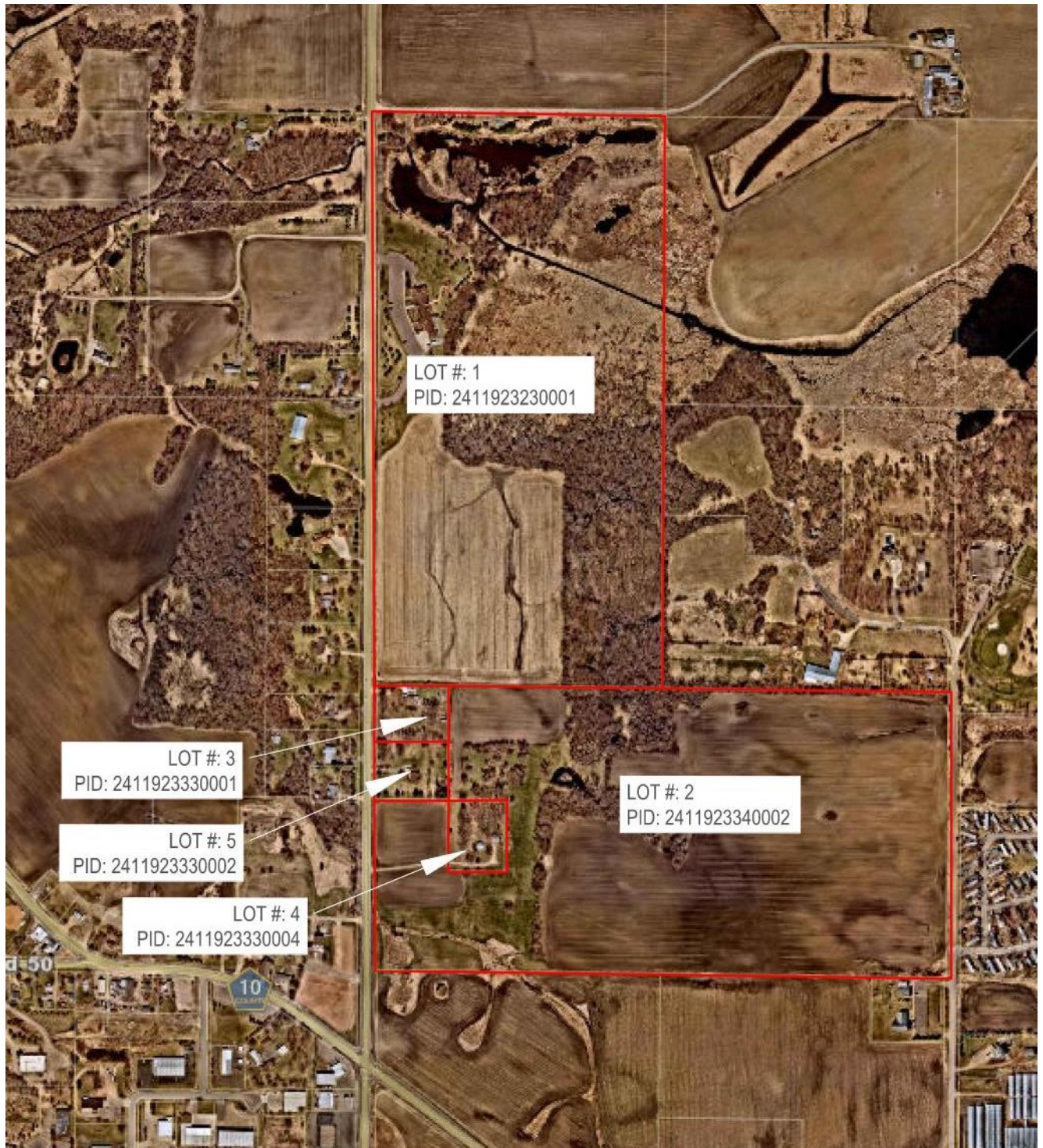
Transportation Cost is Based on the Following:									
Street: (City Center Drive and 79th Pl.) and County Road intersection improvements									
*****Properties to the south will be added to assessment roll if benefit is recognized in Nagell Appraisal Report									
****Residential properties not proposed for assessments at this time									
***Proposed assessment roll is preliminary: Final roll will consider buildable area, City policies, and other potential factors. City of Corcoran/St. Therese to be determined per terms of Agreement									
**Proposed Benefit per Buildable Acre based on median value									
*Preliminary buildable area based on Total area minus Probable Wetland Area									



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Properties Proposed for Assessment



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Additional Property Areas to be reviewed in Nagell Report to determine if benefit is received



9.0 CONCLUSIONS AND RECOMMENDATIONS

The following infrastructure Phase 1 improvements are feasible and necessary to meet the needs of the St. Therese development and prepare for future phases of development in the Town Center area. These improvements are consistent with similar requirements for other developments in the City of Corcoran, and have been shown to be necessary for managing the City's growth and vision and goals in accordance with the Comprehensive Plan.

Sanitary Sewer

- Option 2 (City Center Drive alignment with 12-inch main) is recommended to accommodate the proposed St. Therese development as well as provide capacity for future developments to the south and east of the site. The estimated cost of this option is \$435,500 and does not include a crossing of CR 116 to connect with a separate system/improvement.

Water

- The Saint Therese development will have adequate water pressures and will likely have adequate available fire flows, though Saint Therese will need to make the final evaluation of fire flow adequacy.
- The Saint Therese site and future area development can be adequately served by a looped 12-inch water main, and Option 2 as described previously is recommended.
- Typical of Corcoran requirements, a water main stub pointed southward will be required at the south property line for future City Center Drive and development to the south.
- The approximate cost of the recommended water main improvements (Option 2) is approximately \$466,000 and does not include the 12-inch main to be installed along CR 116 by others.

Grading and Earthwork and Water Resources

- Stormwater improvements are necessary within the development to meet regulations of the WMO and to meet the goals of Corcoran's Local Plan and the Elm Creek TMDL study.
- The overall grading and excavation costs are estimated to be \$916,047 which includes a regional stormwater detention pond and a provision for wetland mitigation. Overall costs may be reduced, and construction streamlined through coordination with the property developer.
- FEMA-designated Zone A floodplain is located within/adjacent to the project area. A Letter of Map Revision (LOMR) from FEMA is likely not required. However, mitigation of floodplain fill areas as a result of the City Center Drive construction will be required, and an estimated cost has been included in the overall grading and excavation estimate.
- The City has recently obtained the LGU responsibility for implementing WCA.



CITY CENTER DRIVE FEASIBILITY STUDY

Conclusions and Recommendations

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Transportation

In order to accommodate both the St. Therese Development, anticipated future needs, and Hennepin County requirements, the following improvements are recommended:

County Road 116/Main City Hall access

- Construct left turn (southbound) and right turn lanes (northbound) on the approaches.
- Preserve right-of-way for future traffic signal control when property west of CR 116 develops.
- Cost estimate = \$185,000

County Road 116/79th Place

- Construct left turn (southbound) and right turn lane (northbound) on the approaches.
- Construct the City's street westbound approach with a left turn lane and a right turn lane.
- Cost estimate = \$309,000

City Center Drive Phase 1 on east side of proposed project (includes a fill area with no wall design)

- Two lane roadways with planted median, designed and constructed in accordance with Municipal State Aid Standards.
- 72-foot right-of-way per SE District plan

79th Place on south side of proposed project

- Two lane roadway designed and constructed in accordance with Municipal State Aid Standards.
- 60-foot right-of-way per SE District plan

Total Estimated Street Costs (City Center Drive and 79th Place: \$2,734,251

Total Project Costs for Recommended Improvements:

Street (City Center Drive and 79 th Place)	\$2,734,251
County Roadway Intersection Improvements	\$494,000
Sanitary Sewer	\$435,500
Water	\$466,000
Site Grading and Excavation	\$916,047
Total	\$5,045,798



CITY CENTER DRIVE FEASIBILITY STUDY

Conclusions and Recommendations

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****These estimated costs do not include any additional costs that may be incurred outside of the scope of these improvements, including private utility extensions or relocations, including overhead utilities.***

The financing through the project will likely be a combination of Local Funds, Special Assessments, and funding from adjacent developers. Provided below is an estimated cost breakdown to show the estimated funding sources.

PRELIMINARY				
City Center Drive Phase 1 Imp.				
Component	Total Cost	City Funding	St. Therese Funded	429 Assessed (estimated)
Roadway (Streets and Turn Lanes)	\$ 3,228,251.00	\$ 2,616,751.00	\$ 280,000.00	\$ 331,500.00
Stormwater/Grading*	\$ 916,047.00	\$ 402,796.00	\$ 513,251.00	
Sanitary Sewer Recommended	\$ 435,500.00	\$ 100,000.00	\$ 335,500.00	
Watermain Recommended	\$ 466,000.00	\$ 75,000.00	\$ 391,000.00	
	\$ 5,045,798.00	\$ 3,194,547.00	\$ 1,519,751.00	\$ 331,500.00
*costs include wetland and floodplain mitigation				



TABLES

- 1. Cost Estimate for Street Improvements**
- 2. Cost Estimate for Sanitary Sewer Improvements**
- 3. Cost Estimate for Water Improvements**
- 4. Cost Estimate for Earthwork and Grading Improvements**
- 5. Cost Estimate for County Roadway Intersection Improvements**

TABLE 1 – COST ESTIMATE FOR STREET IMPROVEMENTS



OPINION OF PROBABLE COST					
CITY OF CORCORAN					
CITY CENTER DRIVE FEASIBILITY STUDY					
2294-21-500					
6/14/2021					
			 <small>now part of</small> 		
Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
STREET					
1	MOBILIZATION/DEMOBILIZATION	EACH	1	\$ 100,000.00	\$ 100,000.00
2	GEOTEXTILE FABRIC, TYPE V NON-WOVEN	SQ YD	13210	\$ 2.00	\$ 26,420.00
3	SELECT GRANULAR BORROW	TON	7050	\$ 20.00	\$ 141,000.00
4	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	8940	\$ 22.00	\$ 196,680.00
5	BITUMINOUS TACK COAT MATERIAL	GAL	530	\$ 5.00	\$ 2,650.00
6	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	1340	\$ 90.00	\$ 120,600.00
7	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	1340	\$ 80.00	\$ 107,200.00
8	B618 CURB AND GUTTER	LF	8250	\$ 20.00	\$ 165,000.00
9	6" CONCRETE SIDEWALK	SQ FT	27600	\$ 10.00	\$ 276,000.00
10	PEDESTRIAN RAMP	EACH	7	\$ 2,500.00	\$ 17,500.00
11	LANDSCAPING & IRRIGATION	LIN FT	2450	\$ 80.00	\$ 196,000.00
12	LIGHT POLE & BASE	EACH	20	\$ 10,000.00	\$ 200,000.00
13	RCP STORM SEWER CLASS V	LF	2920	\$ 80.00	\$ 233,600.00
14	RCP FLARED END SECTION WITH TRASH GUARD	EACH	2	\$ 3,500.00	\$ 7,000.00
15	CONSTRUCT DRAINAGE STRUCTURE - 4' DIA MH	EACH	14	\$ 5,000.00	\$ 70,000.00
16	CONSTRUCT DRAINAGE STRUCTURE - 2'X3' CB	EACH	10	\$ 3,500.00	\$ 35,000.00
17	CONSTRUCT OUTLET CONTROL STRUCTURE - 5' DIA MH	EACH	1	\$ 10,000.00	\$ 10,000.00
18	4" PVC DRAINTILE PIPE	LF	4840	\$ 8.00	\$ 38,720.00
19	4" PVC DRAINTILE CLEANOUT	LF	12	\$ 200.00	\$ 2,400.00
20	FILTRATION BENCH PER DETAIL	LF	900	\$ 175.00	\$ 157,500.00
SUBTOTAL:					\$ 2,103,270.00
30% INDIRECT PROJECT COSTS					\$ 630,981.00
ESTIMATED TOTAL					\$ 2,734,251.00

TABLE 2 – COST ESTIMATE FOR SANITARY SEWER IMPROVEMENTS (OPTIONS 1 AND 2)

OPINION OF PROBABLE COST
 CITY OF CORCORAN
 CITY CENTER DRIVE FEASIBILITY STUDY
 2294-21-500
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
SANITARY SEWER - OPTION 1					
1	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	\$ 2,500.00	\$ 2,500.00
2	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	875	\$ 75.00	\$ 65,625.00
3	8" PVC SDR 26 SANITARY SEWER PIPE	LF	744	\$ 65.00	\$ 48,360.00
4	8" PVC SDR 35 SANITARY SEWER PIPE	LF	660	\$ 55.00	\$ 36,300.00
5	8" PVC PLUG	EACH	3	\$ 100.00	\$ 300.00
6	IMPROVED PIPE FOUNDATION - 24" THICK	LF	425	\$ 120.00	\$ 51,000.00
7	4' DIA SANITARY SEWER MANHOLE	EACH	10	\$ 4,500.00	\$ 45,000.00
8	4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LF	100	\$ 90.00	\$ 8,997.75
SUBTOTAL:					\$ 258,082.75
30% INDIRECT PROJECT COSTS					\$ 77,424.83
ESTIMATED TOTAL					\$ 335,507.58
SANITARY SEWER - OPTION 2: 12" SEWER					
1	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	-875	\$ 75.00	\$ (65,625.00)
2	8" PVC SDR 26 SANITARY SEWER PIPE	LF	-744	\$ 65.00	\$ (48,360.00)
3	8" PVC SDR 35 SANITARY SEWER PIPE	LF	-660	\$ 50.00	\$ (33,000.00)
4	8" PVC PLUG	EACH	12	\$ 100.00	\$ 1,200.00
5	12" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	683	\$ 110.00	\$ 75,130.00
6	12" PVC SDR 26 SANITARY SEWER PIPE	LF	1082	\$ 90.00	\$ 97,380.00
7	12" PVC SDR 35 SANITARY SEWER PIPE	LF	660	\$ 75.00	\$ 49,500.00
8	12" PVC PLUG	EACH	3	\$ 125.00	\$ 375.00
SUBTOTAL:					\$ 76,600.00
30% INDIRECT PROJECT COSTS					\$ 22,980.00
ESTIMATED TOTAL					\$ 99,580.00

TABLE 2 – COST ESTIMATE FOR SANITARY SEWER IMPROVEMENTS (OPTIONS 3 AND 4)

OPINION OF PROBABLE COST
 CITY OF CORCORAN
 CITY CENTER DRIVE FEASIBILITY STUDY
 2294-21-500
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
SANITARY SEWER - OPTION 3: (TRAIL 8' SEWER)					
1	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	\$ 2,500.00	\$ 2,500.00
2	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	628	\$ 75.00	\$ 47,100.00
3	8" PVC SDR 26 SANITARY SEWER PIPE	LF	1068	\$ 65.00	\$ 69,420.00
4	8" PVC SDR 35 SANITARY SEWER PIPE	LF	463	\$ 55.00	\$ 25,465.00
5	8" PVC PLUG	EACH	3	\$ 100.00	\$ 300.00
6	IMPROVED PIPE FOUNDATION - 24" THICK	LF	500	\$ 120.00	\$ 60,000.00
7	4' DIA SANITARY SEWER MANHOLE	EACH	8	\$ 4,500.00	\$ 36,000.00
8	4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LF	104	\$ 90.00	\$ 9,351.00
9	INSTALL STRUCTURE SIGN POST AND MARKER	EACH	3	\$ 120.00	\$ 360.00
SUBTOTAL:					\$ 250,496.00
30% INDIRECT PROJECT COSTS					\$ 75,148.80
ESTIMATED TOTAL					\$ 325,644.80
SANITARY SEWER - OPTION 4: (TRAIL 12" SEWER)					
1	8" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	-628	\$ 75.00	\$ (47,100.00)
2	8" PVC SDR 26 SANITARY SEWER PIPE	LF	-1068	\$ 65.00	\$ (69,420.00)
3	8" PVC SDR 35 SANITARY SEWER PIPE	LF	12	\$ 50.00	\$ 600.00
4	8" PVC PLUG	EACH	-3	\$ 100.00	\$ (300.00)
5	12" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	473	\$ 110.00	\$ 52,030.00
6	12" PVC SDR 26 SANITARY SEWER PIPE	LF	1068	\$ 90.00	\$ 96,120.00
7	12" PVC SDR 35 SANITARY SEWER PIPE	LF	463	\$ 75.00	\$ 34,725.00
8	12" PVC PLUG	EACH	3	\$ 125.00	\$ 375.00
SUBTOTAL:					\$ 67,030.00
30% INDIRECT PROJECT COSTS					\$ 20,109.00
ESTIMATED TOTAL					\$ 87,139.00



TABLE 3 – COST ESTIMATE FOR WATER IMPROVEMENTS

OPINION OF PROBABLE COST
 CITY OF CORCORAN
 CITY CENTER DRIVE FEASIBILITY STUDY
 2294-21-500
 6/2/2021



Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
WATERMAIN - OPTION 1					
1	CONNECT TO EXISTING WATERMAIN	EACH	2	\$ 2,500.00	\$ 5,000.00
2	INSTALL HYDRANT WITH GATE VALVE	EACH	9	\$ 6,000.00	\$ 54,000.00
3	IMPROVED PIPE FOUNDATION - 24" THICK	LIN FT	608.00	\$ 30.00	\$ 18,240.00
4	12" BUTTERFLY VALVE & BOX	EACH	2	\$ 3,800.00	\$ 7,600.00
5	8" GATE VALVE & BOX	EACH	2	\$ 2,500.00	\$ 5,000.00
6	12" PVC C900 DR 18 WATERMAIN	LIN FT	1669	\$ 85.00	\$ 141,859.90
7	8" PVC C900 DR 18 WATERMAIN	LIN FT	761	\$ 65.00	\$ 49,489.05
8	DUCTILE IRON FITTINGS	LB	1163	\$ 15.00	\$ 17,445.00
9	STRUCTURE SIGN POST AND MARKER	EACH	9	\$ 200.00	\$ 1,800.00
SUBTOTAL:					\$ 300,433.95
30% INDIRECT PROJECT COSTS					\$ 90,130.19
ESTIMATED TOTAL					\$ 390,564.14
WATERMAIN - OPTION 2: (12" WATER)					
1	8" GATE VALVE & BOX	EACH	-2	\$ 2,500.00	\$ (5,000.00)
2	8" PVC C900 DR 18 WATERMAIN	LIN FT	-761	\$ 65.00	\$ (49,465.00)
3	12" BUTTERFLY VALVE & BOX	EACH	12	\$ 3,800.00	\$ 45,600.00
3	12" PVC C900 DR 18 WATERMAIN	LIN FT	761	\$ 85.00	\$ 64,685.00
4	DUCTILE IRON FITTINGS	LB	119	\$ 15.00	\$ 1,785.00
SUBTOTAL:					\$ 57,605.00
30% INDIRECT PROJECT COSTS					\$ 17,281.50
ESTIMATED TOTAL					\$ 74,886.50



TABLE 4 – COST ESTIMATE FOR GRADING AND EARTHWORK IMPROVEMENTS

OPINION OF PROBABLE COST CITY OF CORCORAN CITY CENTER DRIVE FEASIBILITY STUDY 2294-21-500 6/14/2021				 now part of 	
Bid Item	Description	Units	Total Quantity	Unit Price	Subtotal
SITE GRADING AND EARTHWORK					
1	MOBILIZATION & DEMOBILIZATION/EROSION CONTROL	LUMP SUM	1	\$ 75,000.00	\$ 75,000.00
2	COMMON EXCAVATION - ONSITE (EV) (P) - STREET	CU YD	21300	\$ 7.00	\$ 149,100.00
3	COMMON EXCAVATION - ONSITE (CV) (STOCKPILE)	CU YD	39900	\$ 5.00	\$ 199,500.00
4	COMMON EXCAVATION - OFFSITE (LV)	CU YD	12000	\$ 22.00	\$ 264,000.00
5	COMMON BORROW (LV)	CU YD	2130	\$ 25.00	\$ 53,250.00
6	CLEAR AND GRUB	AC	3	\$ 10,000.00	\$ 30,000.00
7	SEEDING/RESTORATION	SQ YD	17740	\$ 4.00	\$ 70,960.00
				SUBTOTAL:	\$ 841,810.00
				30% INDIRECT PROJECT COSTS	\$ 252,543.00
				ESTIMATED TOTAL	\$ 1,094,353.00

This estimate does not include excavation and related costs for wetland mitigation, estimated at this time to be \$150,000.

Costs are for largest regional pond and are proportional to recommended improvement

TABLE 5 – COST ESTIMATE FOR COUNTY ROADWAY INTERSECTION IMPROVEMENTS

OPINION OF PROBABLE COST					 now part of 
CITY OF CORCORAN					
CITY CENTER DRIVE FEASIBILITY STUDY					
2294-21-500					
6/14/2021					
County Roadway Intersection Costs					
Description	Units	Total Quantity	Unit Price	Subtotal	
County Road 116 & City Hall Turn Lanes					
Mobilization, Traffic, Removals	Sq Yd	\$ 12.00	2040	\$ 24,480.00	
Earthwork	Sq Yd	\$ 6.00	2040	\$ 12,240.00	
Aggregate	Sq Yd	\$ 10.00	2040	\$ 20,400.00	
Bituminous	Sq Yd	\$ 30.00	2040	\$ 61,200.00	
Other	Sq Yd	\$ 11.50	2040	\$ 23,460.00	
			Subtotal	\$ 141,780.00	
			30% INDIRECT PROJECT COSTS	\$ 42,534.00	
			Estimated Total Project Costs	\$ 185,000.00	
Description	Units	Total Quantity	Unit Price	Subtotal	
County Road 116 & 79th Place Turn Lanes					
Mobilization, Traffic, Removals	Sq Yd	\$ 12.00	3420	\$ 41,040.00	
Earthwork	Sq Yd	\$ 6.00	3420	\$ 20,520.00	
Aggregate	Sq Yd	\$ 10.00	3420	\$ 34,200.00	
Bituminous	Sq Yd	\$ 30.00	3420	\$ 102,600.00	
Other	Sq Yd	\$ 11.50	3420	\$ 39,330.00	
			Subtotal	\$ 237,690.00	
			30% INDIRECT PROJECT COSTS	\$ 71,307.00	
			Estimated Total Project Costs	\$ 309,000.00	

FIGURES

1. **Roadway/Street Improvements**
2. **Sanitary Sewer and Water Distribution**
3. **Ponding/Stormwater**

Figure 1 - Roadway/Street Improvements

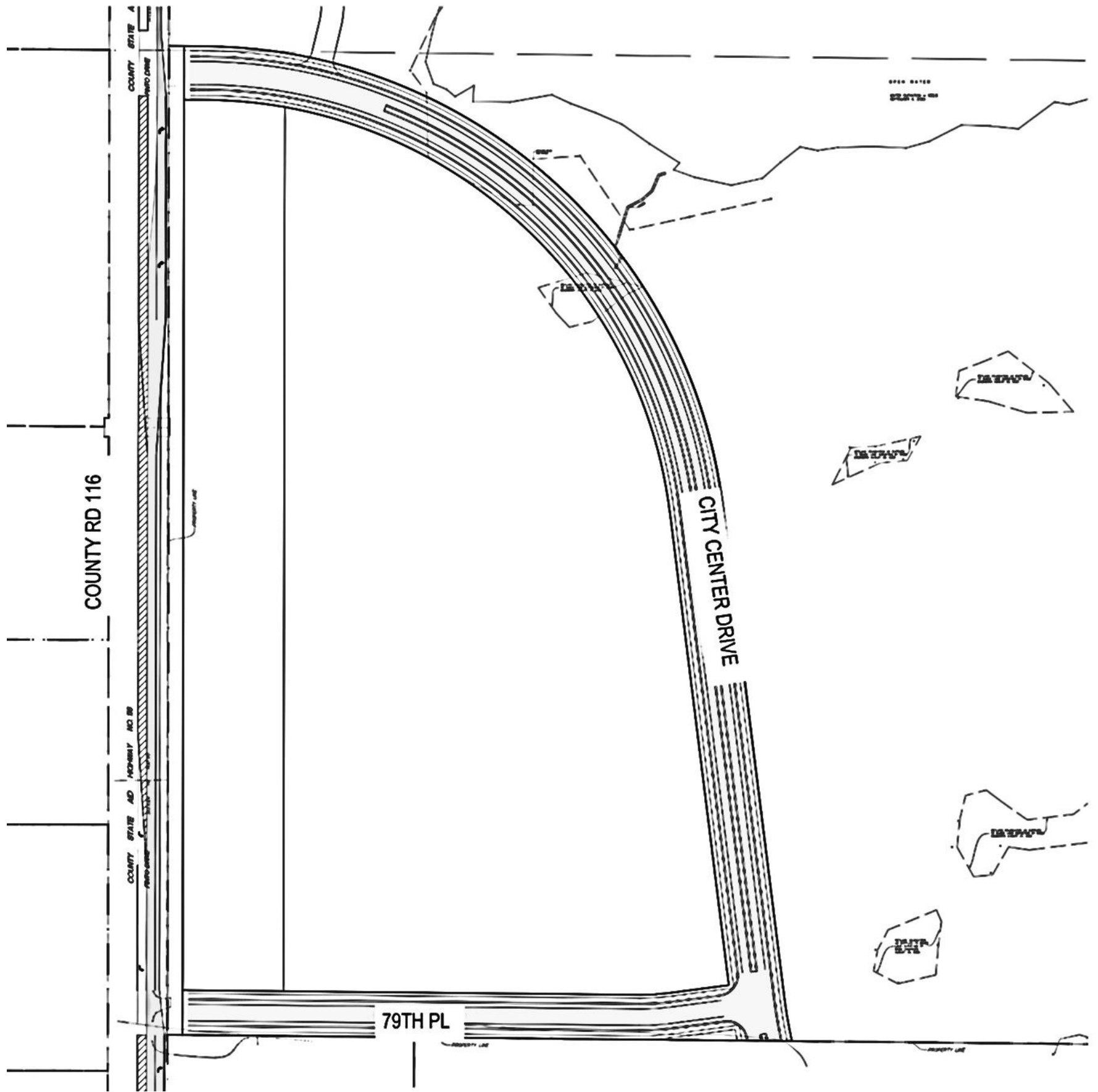


Figure 2 - Sanitary Sewer and Water Distribution (Sewer Preferred Option)

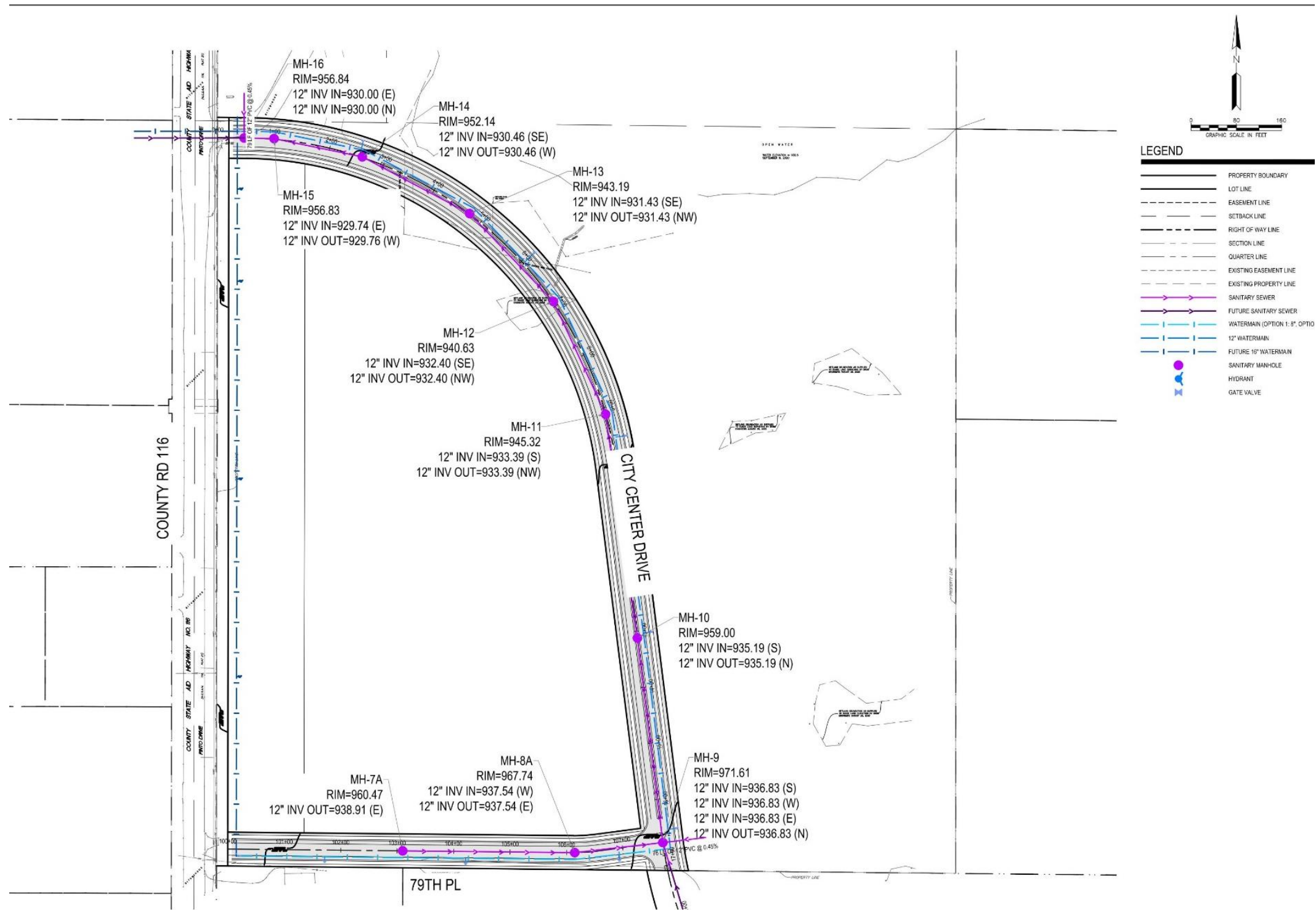


Figure 2 - Sanitary Sewer and Water Distribution (Sewer Alternate CR 116 Option)

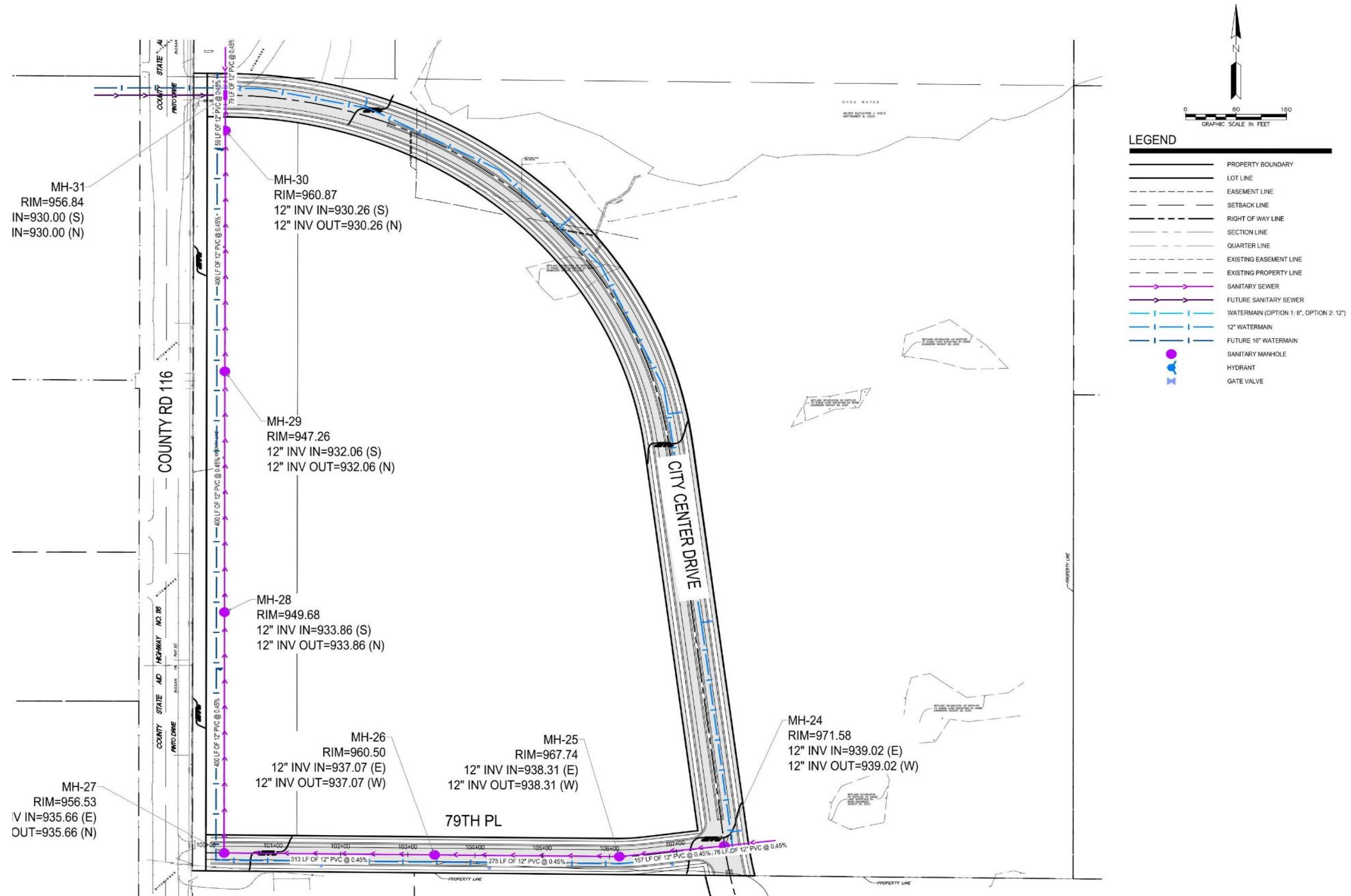
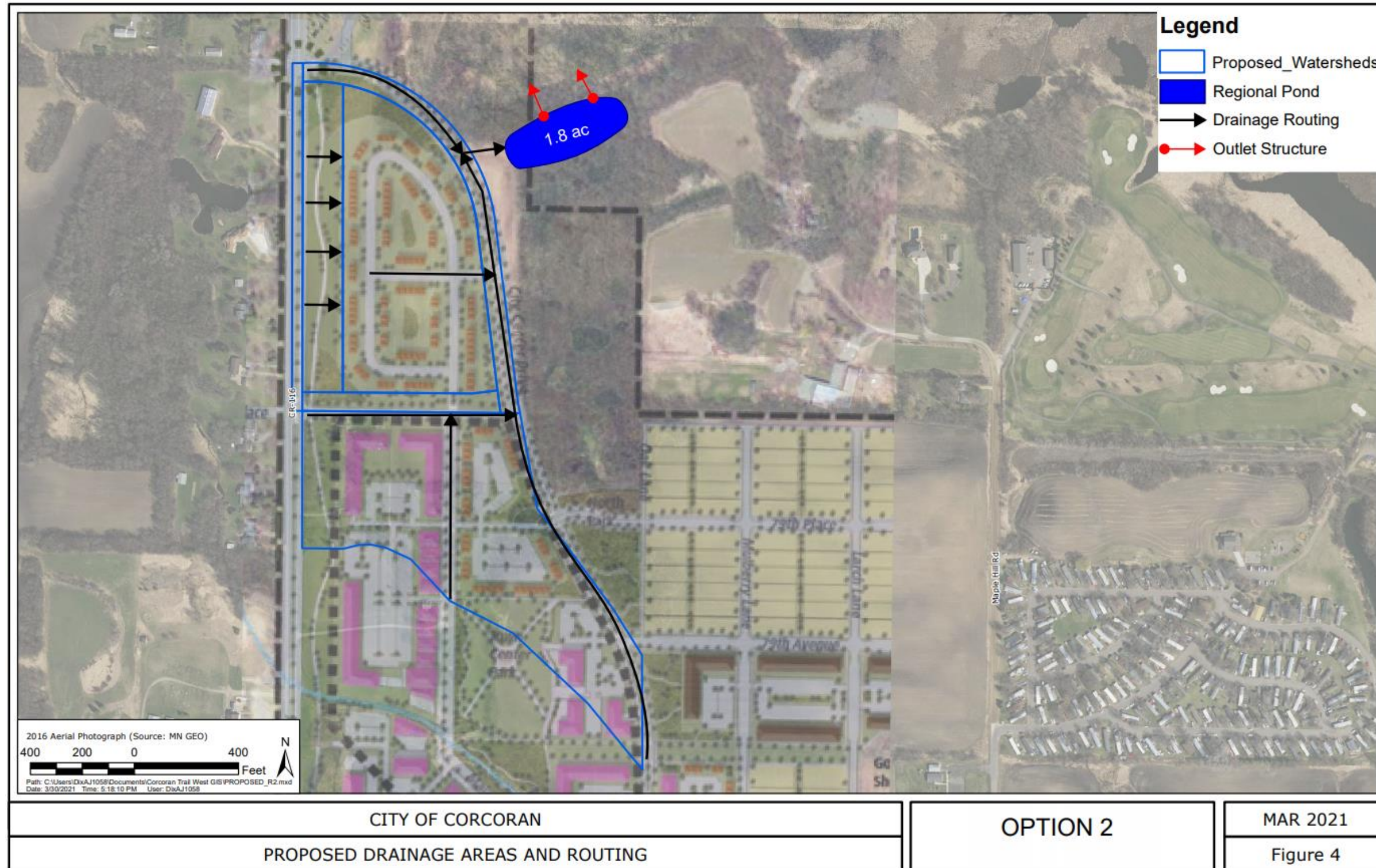


Figure 3 - Ponding/Stormwater



STAFF REPORT

Agenda Item 10a.

Council Meeting: June 24, 2021	Prepared By: Kevin Mattson
Topic: Stieg Road Transportation Improvements	Action Required: Direction

Summary:

Staff is currently reviewing the Bellwether/Amberly development proposed by Pulte. The application consists of 192 homes; 116 additional lots tied into the Bellwether development, and an additional 76 single family lots. A feasibility study has been completed which finds generally as follows related to offsite transportation:

- Construct a three-lane urban section from the existing improved roadway, west to County Road 116.
- Construct turn lanes on County Road 116, turning into Stieg Road.

In short, Stieg Road in its current gravel condition, cannot support the additional traffic generated by the Bellwether/Amberly development.

In conversations with the developer, it has been shared that project is unable to fund all the improvements as shown in the feasibility study. The developer has requested that costs be limited to improving Stieg Road to the western extent of the project in the full, three-lane urban section, and then reduce the improvement to a paved version of the existing street section for the remainder, out to County Road 116. This would leave any additional improvements to the City for financing.

Staff would like to understand the City's position on improvements related to development and whether or not there is any desire to assist in funding improvements in this area. Previous guidance from Council in the past has been to not invest in transportation improvements unless it was a city-initiated project. Staff will take this guidance in completing the final review of the proposal.

Financial/Budget:

Costs for a City project would need to be bonded for as insufficient funds exist in the asphalt fund to complete a project of this size. Additional revenue could be obtained by assessing benefiting properties. A feasibility study would need to be completed in order to better understand the financial implications.

Options:

1. Direct staff on the support, or lack thereof for city funds to be used towards improvements to Stieg Road.

Recommendation:

Insufficient funds exist to assist in a significant public project to support the proposed development and Stieg Road in general without bonding. Payments for those bonds would be from the debt levy which impacts the entire city.

Council Action:

Direct staff on the support, or lack thereof for city funds to be used towards improvements to Stieg Road.

Attachments:

1. Preliminary Site Plan



CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: ___/___/___ Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: TIM BOSE
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: _____

Representing: _____

Address: 19625 Larkin Rd. Telephone (optional): _____

Please note your public comment card will become part of the permanent record.

Comments: conditional use zoning district comments

PUBLIC COMMENT CARD

Meeting Rules of Conduct:

- Fill out and turn in white comment card to a staff member.
- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.



CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340 763-420-2288 www.corcoranmn.gov

Date: 6 12 12 Open Forum: Yes or No
If you are not speaking on an agenda item, you will speak at Open Forum

Name of Speaker: PAUL HELLER
(PLEASE PRINT CLEARLY)

Related to Agenda Item: Yes or No Agenda Item Number: 109

Representing: PALTE HOMES

Address: 7506 FLYING CLOUD DR. EPHEN MINN. Telephone (optional): 952-229-0722

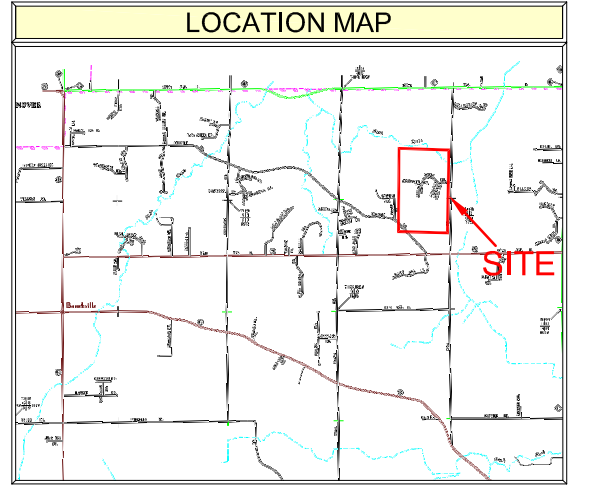
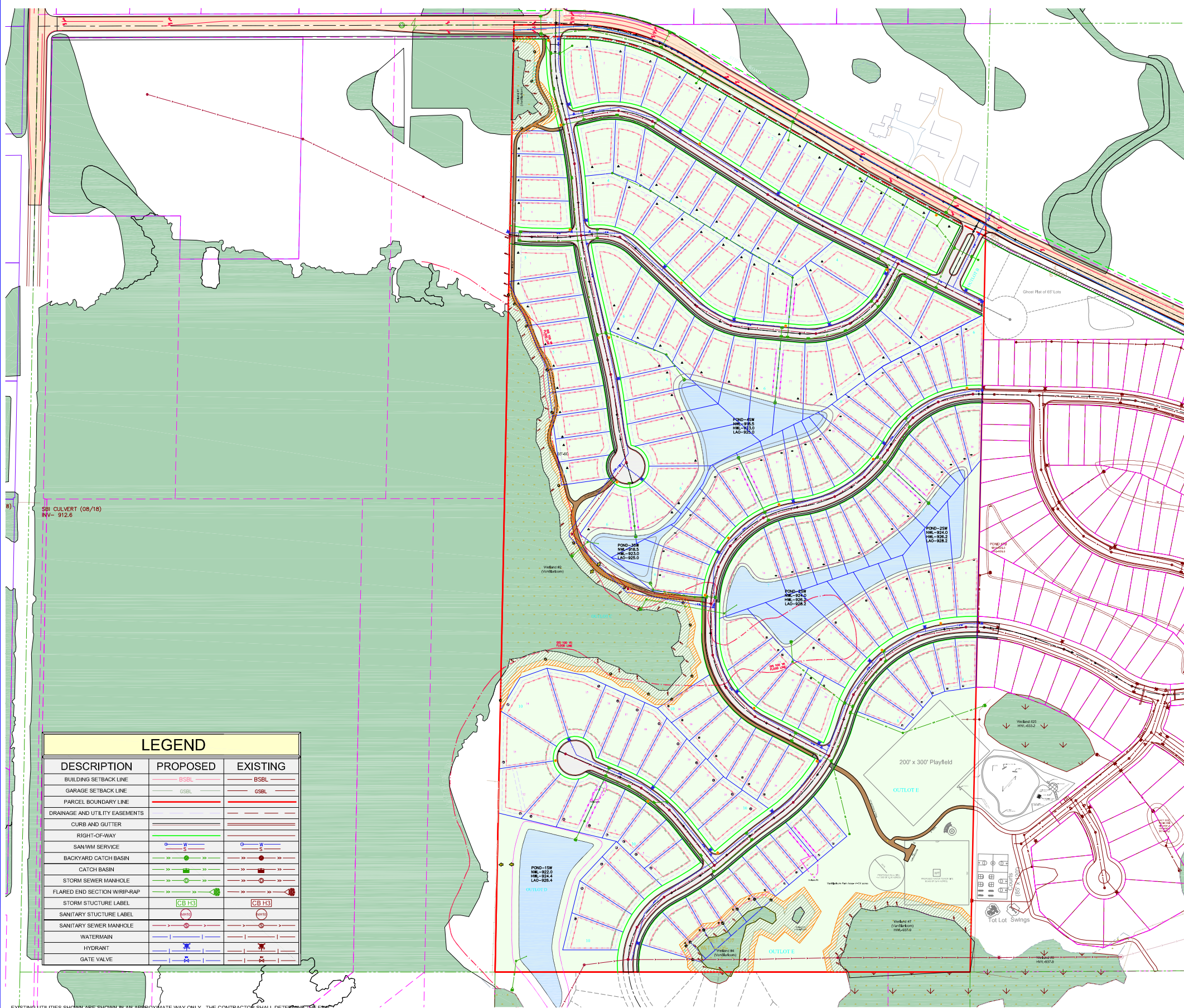
**Please note your public comment card will become part of the permanent record.
Please approach the podium to speak when called upon.**

Comments: _____

PUBLIC COMMENT CARD

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- When called upon, approach podium and state name and address.
- Indicate if representing a group.
- Limit remarks to 5 minutes.



SHEET INDEX TABLE	
SHEET	Description
SP	Site Plan
ALTA	ALTA Survey
PP	Preliminary Plat
UP	Preliminary Utility Plan
GP	Preliminary Grading Plan
EC	Preliminary Erosion Control Plan
ST	Preliminary Turn Lane Improvements
TS	Tree Survey
LP	Preliminary Landscape Plan

LEGEND		
DESCRIPTION	PROPOSED	EXISTING
BUILDING SETBACK LINE	BSBL	BSBL
GARAGE SETBACK LINE	GSBL	GSBL
PARCEL BOUNDARY LINE		
DRAINAGE AND UTILITY EASEMENTS		
CURB AND GUTTER		
RIGHT-OF-WAY		
SAN/WM SERVICE		
BACKYARD CATCH BASIN		
CATCH BASIN		
STORM SEWER MANHOLE		
FLARED END SECTION WRIP-RAP		
STORM STRUCTURE LABEL	CB H3	CB H3
SANITARY STRUCTURE LABEL		
SANITARY SEWER MANHOLE		
WATERMAIN		
HYDRANT		
GATE VALVE		

- 44' WIDE ACTIVE ADULT LOT
- 50' WIDE ACTIVE ADULT LOT
- 60' WIDE ACTIVE ADULT LOT
- 65' WIDE SINGLE FAMILY LOT

DEVELOPMENT DATA

Street: 50' ROW - 30' B-B
CDS - 50' R

SETBACKS

Active Adult

Frontyard Setback: 20'
22' Minimum Driveway
Sideway Setback: 5/5'
Rearyard Setback: 20'

Single Family

Frontyard Setback: 25'
Sideway Setback: 7.5/7.5'
Rearyard Setback: 30'

PREPARED BY	PREPARED FOR
ENGINEER SATHRE-BERGQUIST, INC. 150 SOUTH BROADWAY WAYZATA, MINNESOTA 55391 PHONE: (952) 476-6000 FAX: (952) 476-0104 CONTACT: ROBERT S. MOLSTAD, P.E. EMAIL: MOLSTAD@SATHRE.COM	DEVELOPER PULTE HOMES OF MINNESOTA 7500 FLYING CLOUD DRIVE EDEN PRAIRIE, MN 55344 CONTACT: CHAD ONGSARD PHONE: (952) 229-0723 EMAIL: CHAD.ONGSARD@PULTEGROUP.COM

DRAWING NAME	NO.	BY	DATE	REVISIONS
SHEET-SP				
DRAWN BY		ERJ		
CHECKED BY		RSM		
DATE			04/20/21	

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Eric R. Johnson
 ERIC R. JOHNSON, P.E.
 Date: 04/20/21 Lic. No. 56659

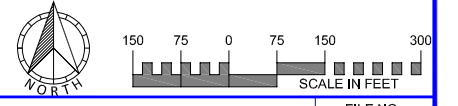
SATHRE-BERGQUIST, INC.
 150 SOUTH BROADWAY WAYZATA, MN. 55391 (952) 476-6000

ENGINEERS SURVEYORS
DESIGNERS PLANNERS

CITY PROJECT NO.
--
CORCORAN, MINNESOTA

PRELIMINARY SITE PLAN
BELLWETHER/AMBERLEY
PULTE

FILE NO.
72905-313-700
SP
SP





From Site to Finish

105 South Fifth Street,
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
www.landform.net

MEMORANDUM

DATE June 17, 2021
TO Brad Martens
CC City Council, Planning Commission, Parks & Trails Commission
FROM Kendra Lindahl, City Planner
RE Active Corcoran Planning Applications

Projects/Comments in blue italics are new

The following is a summary of project status for current, active projects:

1. **Request from Westside Tire for a Zoning Ordinance text amendment (city file 21-015).** The applicant is requesting approval of a text amendment to allow outside storage and parking as a principal use in the I-1 zoning district. If approved, the change would apply to all property in the I-1 zoning district. *The application was reviewed at a public hearing at the June 3rd Planning Commission and action is expected at the June 24th City Council meeting.*
2. **Request for Rezoning, Site Plan, Conditional Use Permit and Variance for Garages Too, LLC at 224010 Highway 55 (PID 32-119-23-44-0001) (city file 21-016).** The applicant has requested approval to allow a mini storage/self-storage facility on the property. The City Council reviewed a concept plan earlier this year and indicated support. The application is currently incomplete and will be scheduled for a Public Hearing at the Planning Commission and Council action after it is deemed complete.
3. **Request for Rezoning, Preliminary PUD Development Plan and Preliminary Plat for “Amberley” and “Bellwether” from Pulte Homes (PID 01-119-23-34-002 and 01-119-23-43-0002) (City file 21-017).** Pulte has submitted a request for approval to allow 192 new homes. The Council reviewed a concept plan earlier this year and indicated support. Staff is working with the applicant to resolve infrastructure questions. *This item was reviewed at the Parks and Trails Commission meeting on May 20th and is scheduled for a public hearing at the July 1st Planning Commission and City Council review on July 22nd.*
4. **Conditional Use Permit for Accessory Building Sidewall Height at 6805 Rolling Hills Road (PID 32-119-23-11-0002) (city file 21-018).** The applicant is requesting approval to exceed the sidewall height on a new accessory building in the rear yard. *This item was reviewed at a public hearing at the June 3rd Planning Commission meeting where questions were raised about the section of the Zoning Ordinance regarding accessory buildings. This item has been placed on hold while the City considers a Zoning Ordinance text amendment and Council action is tentatively scheduled for August 26th.*
5. **City Initiated Ordinance Amendments (city file 21-020).** Staff is recommending four changes to the land use map for consistency with the adopted plan and minor edits to Appendix B of the Zoning Ordinance. This item has been scheduled for a public hearing at the July 1st Planning Commission and Council action on July 22nd. If approved, the land use map edits will be send to the Metropolitan Council for review.
6. **Franzen Estates Final Plat at 23020 Strehler Road (PID 17-119-23-32-0003) (city file 21-021).** Greg and Deb Franzen have submitted a final plat application for the three lot subdivision. The

preliminary plat was approved earlier this year. The application is currently incomplete. When deemed complete staff will schedule for the next City Council meeting.

7. **Request for Vacation of Cain Road (city file 21-022).** Michael Galbraith has requested vacation of the unimproved portion of Cain Road adjacent to his property at 20700 70th Avenue. *The application is scheduled for City Council review at the June 24th meeting.*
8. **PUD Amendment for Tavera (city file 21-023).** U.S. Home Corporation dba Lennar has requested approval of a PUD amendment to modify the PUD approvals to allow larger temporary real estate signs than allowed by City Code, add two additional lots to the approved preliminary plat and to modify the PUD approvals to allow garage forward home design even for the homes that exceed the percentage of garage on the front elevations. *The application has been scheduled for consideration at the July 22nd City Council meeting.*
9. **Preliminary Plat and Variance for Gordon's County Estates at 19701 and 19717 Jackie Lane (PID 01-119-23-22-0021 and 01-119-23-22-0024) (City file 21-025).** The applicant has submitted a request to adjust the common lot line between two parcels in the Urban Reserve zoning district. *The item is scheduled for a public hearing at the July 1st Planning Commission and Council action on July 22nd.*
10. **Sign Ordinance Amendment (city file 21-027).** *The City Council directed staff to prepare an update to the sign ordinance regarding campaign signs. The ordinance is scheduled for consideration at the August 26th City Council meeting.*
11. **Rezoning, Preliminary Plat and Preliminary PUD Plan for Cook Lake Highlands (PID 25-119-23-14-0003) (city file no. 21-028).** *Trek Development has requested approval for a mixed use development with a senior co-op, market rate apartment, villa homes, day care and memory care. This is a new application similar to the one denied in April. The applicant has since met with neighbors and received Council approval to submit a new application. This new application will be reviewed at a Public Hearing at the Planning Commission on July 1st, at the July 15th Parks and Trails Commission and at the July 22nd City Council meeting.*
12. **Zoning Ordinance Amendment (city file no. 21-029).** *Staff is requesting that the City Council consider a text amendment to Section 1030.020 of the Zoning Ordinance regarding accessory structures. The ordinance was amended in 2011 to allow landowners to apply for a conditional use permit to exceed the sidewall height for all properties regardless of parcel size. As part of the review of a recent application by Dave Dornsbach, the City Attorney was asked to review the ordinance and recommends changes before acting on the landowner request. This item is scheduled for Council consideration at the June 24th meeting and staff is requesting that the item be scheduled for a public hearing at the August 5th Planning Commission and for action at the August 26th City Council meeting.*
13. **Preliminary Plat for "Bechtold Farm" at 10165 Bechtold Road (PID 05-119-23-44-0001 and 0811923110007) (city file no. 21-030).** *Skies Limit LLC has requested approval of a preliminary plat to create 12 lots on 115.61 acres. Staff is reviewing the application for completeness. If the application is complete, it will be scheduled for Parks and Trails Commission review on July 15th, a public hearing at the August 5th Planning Commission and action at the August 26th City Council meeting.*
14. **Request for an Allowed Home Occupation for Bye-Bye Stumps at 6416 Hunter Lane (PID 36-119-23-31-0021) (city file no. 21-031).** *Chris Mehrkens has requested approval of an allowed home occupation for his stump grinding businesses. Staff is reviewing for completeness. This item may be administratively approved..*

The following projects were recently acted upon and will be closed out:

1. **Rezoning, Preliminary Plat and Preliminary PUD Plan for Cook Lake Highlands (PID 25-119-23-14-0003) (city file no. 20-047).** Trek Development has requested approval for a mixed use development with a senior co-op, market rate apartment, villa homes, day care and memory care. This item was reviewed at the Parks and Trails Commission on February 18th and a public hearing was held at the March 4th Planning Commission meeting. The applicant submitted a revised application on March 15th. The revised plan was reviewed at the Planning Commission on April 1st, Parks and Trail Commission on April 15th and the City Council voted unanimously to deny the request on April 22nd. *The applicant appealed to the Council and asked to be allowed to submit a revised application for consideration. The Council approved that request and a new application was submitted.*
2. **Conditional Use Permit, Variance and Site Plan for a new NAPA at 19905 75th Avenue (PID 26-119-23-11-0040) (city file no. 21-004).** Kinghorn Construction, on behalf of REH Auto LLC., has requested approval of a conditional use permit, variance and site plan for a new 16,400 sq. ft. building. The item was reviewed at a public hearing on at the Planning Commission on April 1st *and was approved by the City Council on May 27th.*
3. **Conditional Use Permit and Site Plan for the Property located at 23240 County Road 30 (PID 07-119-23-13-0003) (city file no. 21-007).** Trevor Scherber has requested approval of a conditional use permit and site plan approval to operate a business at 23240 County Road 30. *The application was reviewed at a public hearing at the Planning Commission on May 6th and approved by the City Council on May 27th.*
4. **KMM Land Development, LLC request for Site Plan, Conditional Use Permit and Variance at 23405 CR 10 (PID 18-119-23-12-0001) (city file 21-012).** The applicant is requesting approval to allow a new office with storage yard for their construction company. This request is similar to the ComLink operation that was approved on this site but never built. *The application was reviewed at a public hearing at the May 6th Planning Commission meeting and approved by the City Council on May 27th.*
5. **Agriculture Preserve Designation (PID 19-119-23-41-0002, 29-119-23-12-0006 and 30-119-23-11-0001) (city file 21-019).** Patnodes have requested enrollment or re-enrollment in the Metropolitan Agricultural Preserve Program for three parcels. *This item was approved by the City Council on May 27th.*
6. **Development Rights Appeal (PID 09-119-23-44-0017) (City file 21-024).** Brandon Magnan has submitted a development rights appeal to request that the Council grant a development right for an outlot that was created without development rights. *The requested was reviewed at the June 10th City Council meeting and denied.*
7. **Certificate of Compliance for rooftop solar at 22624 County Road 10 (PID 08-119-23-43-0004) (city file 21-026).** *This item was administratively approved.*

**City of Corcoran
2021 City Council Schedule**

Agenda Item 12.

July 8, 2021 Work Session – 5:30 pm

- Water Fee Feasibility Study Discussion – Trunk Stormwater Fee

July 8, 2021

- 2021 Action Steps Progress Update
- Diamond Lake Regional Trail Corridor – Preferred Route
- Discuss Open Book meeting vs. local board of appeal and equalization
- FEMA Floodplain Mapping
- Franzen Final Plat
- City Center Drive & 79th Place Feasibility Study
- Nelson Turn Lanes – Accept plans/specs, authorize bids
- Public Works Department Staffing Plan
- Commissioner appointment process
- Code Updates for front yard storage

July 22, 2021 Work Session – 5:30 pm

- 2022 Budget and Finance Plan

July 22, 2021

- Active Corcoran Planning Applications
- Country Daze Noise Waiver
- Diamond Lake Regional Trail Corridor
- Resolution Supporting Hennepin County Bridge Project
- Amberly and Bellwether Rezoning, Preliminary Plat, and PUD
- Cook Lake Highlands
- Zoning/Land Use Map and SE Plan Amendments
- Gordon's Country Estates Preliminary Plat and Variance
- PUD Amendment Request for Tavera
- Job Description Update – Police Administrative Assistant
- Discussion on Open Book meeting vs. Local Board of Appeals and Equalization (December 1 deadline)