



CITY OF CORCORAN  
Corcoran City Council Agenda  
November 9, 2023 - 7:00 pm

**HYBRID MEETING OPTION AVAILABLE**

*The public is invited to attend the regular Council meetings at City Hall.*

**Meeting Via Telephone/Other Electronic Means**

**Call-in Instructions:**

+1 312 626 6799 US

**Enter Meeting ID: 814 9969 4268**

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

**Video Link and Instructions:**

<https://us02web.zoom.us/j/81499694268>

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

**Meeting ID: 814 9969 4268**

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. **In-person comments will be received first, with the hybrid electronic means option following.**

For more information on options to provide public comment visit:

[www.corcoranmn.gov](http://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**
7. **Consent Agenda**
  - a. March 9, 2023 Regular Session Minutes\*
  - b. Financial Claims\*
  - c. Water Tower - Pay Request 6\*
  - d. 66<sup>th</sup> Avenue/Gleason Parkway Corridor Improvements – Pay Request 8 and Final\*
  - e. CSAH 10 and Walnut Turn Lane Improvements – Pay Request 4 and Final\*
  - f. Summary Ordinance 2023-504 Street Management\*
  - g. Summary Ordinance 2023-509 Accessory Structures\*
  - h. Summary Ordinance 2023-511 Minor Subdivision and Zoning Revisions\*
  - i. CSAH 10 and Brockton Turn Lane Improvements – Pay Request 1\*
8. **Planning Business -- Public Comment Opportunity**
9. **Unfinished Business – Public Comment Opportunity**
  - a. **Public Hearing:** Certifying Delinquent Fees\*
  - b. City Logo Design Update\*
  - c. Three Rivers Cooperative Agreement\*
  - d. Wildflower Park Bike Rack\*
10. **New Business – Public Comment Opportunity**
  - a. City Calendar 2024\*
  - b. Police Department Staffing
11. **Staff Reports**
12. **2023 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](http://www.corcoranmn.gov).*

## STAFF REPORT

Agenda Item: 4.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Michelle Friedrich
<b>Topic:</b> Commission Representatives	<b>Action Required</b> Informational

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### Summary

The advisory commission representatives for the November 9, 2023, Council meeting are as follows:

- Planning Commission: Jon Horn
- Parks and Trails Commission: Tom Anderson

### Financial/Budget

N/A

### Council Action

N/A

### Attachments

N/A

## STAFF REPORT

Agenda Item: 7a.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Michelle Friedrich
<b>Topic:</b> Draft Council Minutes – March 9, 2023	<b>Action Required:</b> Informational

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### Summary

The draft Council Regular Minutes for March 9, 2023 will be emailed on Tuesday, November 7, with hard copy provided to Council the evening of the November 9 meeting.

### Attachments (Hard copies will be provided November 9, 2023)

1. 2023-03-09 Draft Council Minutes

**Agenda Item 7b.**  
**Council Meeting Date:** 11/9/2023  
**Prepared By:** Jodie Peterson

**FINANCIAL CLAIMS**

**CHECK RANGE**

**FUND #500 ESCROW CLAIMS**

Paid to	Amount	Project name
SEE THE REGISTER FOR #500 CLAIMS		

<b>Total</b>	\$0.00	
<b>Total Fund #500 =</b>		\$ -
(See attached Payments Detail)		

**ALL OTHER FINANCIAL CLAIMS**

Check Register		\$490,932.40
(See attached Check Detail Registers)		
<b>Total Checks</b>	\$	<b>490,932.40</b>
<b>Total of Auto Deductions</b>	\$	<b>179,898.48</b>
 <b>TOTAL EXPENDITURES FOR APPROVAL</b>	<b>\$</b>	<b>670,830.88</b>

**Auto Deductions / Electronic Fund Transfer / Other Disbursements**

Date	Paid to	Amount	Description
10/20/2023	ADP PAYROLL FEES	\$ 124.80	Net Payroll Processing Fees
10/20/2023	MN PERA	\$ 24,108.05	Employee Pension
10/23/2023	EMPOWER	\$ 14,693.90	Employee Deferred Comp/Healthcare Savings
10/27/2023	ADP PAYROLL FEES	\$ 483.52	Net Payroll Processing Fees
11/1/2023	HealthPartners	\$ 27,798.61	Employee Health Insurance Premium
11/2/2023	Optum Bank	\$ 4,393.88	Employee HSA
11/2/2023	ADP	\$ 108,295.72	Net Payroll and Taxes
<b>Total</b>		<b>\$ 179,898.48</b>	



INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN  
 EXP CHECK RUN DATES 10/27/2023 - 11/09/2023  
 JOURNALIZED  
 PAID - CHECK TYPE: PAPER CHECK  
 CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 34499							
100-43100-50225	10/24/23	ACME TOOLS	CARBIDE CHAIN LOOP	11903670	11/09/23	95.00	34499
			Total For Check 34499			<u>95.00</u>	
Check 34500							
100-41900-50210	10/27/23	ALTA	YEARS OF SERVICE AWARD	16706	11/09/23	241.45	34500
			Total For Check 34500			<u>241.45</u>	
Check 34501							
100-41920-50210	10/29/23	AMAZON CAPITAL SERVICES	USB CHARGER AND HUB	1KX4-6H19-KR6N	11/09/23	247.95	34501
100-41920-50210	10/27/23	AMAZON CAPITAL SERVICES	WIRELESS HEADSET AND LABEL MAKER	1CCY-X9LQ-CFHQ	11/09/23	365.24	34501
100-41920-50210	10/30/23	AMAZON CAPITAL SERVICES	COMPUTER SPEAKER AND WEBCAM	16QQ-L7XR-T19R	11/09/23	284.96	34501
100-42100-50200	10/31/23	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES - HEADPHONES, POST	1H41-MFQD-WKDC	11/09/23	243.36	34501
			Total For Check 34501			<u>1,141.51</u>	
Check 34502							
100-00000-22205-130	10/19/23	AMERICAN ENGINEERING TESTING	CITY CENTER DRIVE AND 79TH PLACE U	INV-159319	11/09/23	2,549.00	34502
			Total For Check 34502			<u>2,549.00</u>	
Check 34503							
100-41900-50212	10/18/23	BEAUDRY OIL COMPANY	UNLEADED 87	2457229	11/09/23	28.61	34503
100-42100-50212	10/18/23	BEAUDRY OIL COMPANY	UNLEADED 87	2457229	11/09/23	1,301.68	34503
100-43100-50212	10/18/23	BEAUDRY OIL COMPANY	UNLEADED 87	2457229	11/09/23	100.13	34503
100-43100-50212	10/18/23	BEAUDRY OIL COMPANY	ULS2 DYED FUEL	2457228	11/09/23	1,926.70	34503
			Total For Check 34503			<u>3,357.12</u>	
Check 34504							
100-41920-50210	11/01/23	BS& A SOFTWARE	PERMIT APPLICATION SERVICE FEE (7/	150008	11/09/23	770.00	34504
			Total For Check 34504			<u>770.00</u>	
Check 34505							
100-43100-50400	10/25/23	CINTAS - 470	SM SHOP TOWEL/DISPOSABLE BATHROOM	4171949527	11/09/23	82.82	34505
100-43100-50400	10/25/23	CINTAS - 470	LG BATH TOWELS	4171949525	11/09/23	55.12	34505
100-43100-50400	10/25/23	CINTAS - 470	DISPOSABLE BATHROOM FLOOR MATS	4171949497	11/09/23	56.33	34505
100-43100-50400	10/18/23	CINTAS - 470	CRT BLUE/DISP BATHROOM MATS	4171229501	11/09/23	38.11	34505
100-43100-50400	10/18/23	CINTAS - 470	LG BATH TOWELS	4171229543	11/09/23	55.12	34505
100-43100-50400	10/18/23	CINTAS - 470	DISPOSABLE BATHROOM MATS/UNIFORM	4171229478	11/09/23	6.00	34505
100-43100-50417	10/25/23	CINTAS - 470	UNIFORMS	4171949568	11/09/23	258.96	34505
100-43100-50417	10/18/23	CINTAS - 470	UNIFORMS	4171229643	11/09/23	194.17	34505
100-43100-50417	10/18/23	CINTAS - 470	DISPOSABLE BATHROOM MATS/UNIFORM	4171229478	11/09/23	32.13	34505
400-41900-50210	10/18/23	CINTAS - 470	CITY HALL FLOOR MATS	4171229457	11/09/23	133.06	34505
			Total For Check 34505			<u>911.82</u>	
Check 34506							
416-43100-50550	11/02/23	CITY OF DELANO	2024 GMC SIERRA VEHICLE REGISTRATI	11022023	11/09/23	4,119.17	34506
			Total For Check 34506			<u>4,119.17</u>	
Check 34507							
100-41920-50300	10/18/23	COMPUTER INTEGRATION TECH	IT SUPPORT SERVICES	361048	11/09/23	132.00	34507
100-41920-50300	10/18/23	COMPUTER INTEGRATION TECH	REMOTE SERVICES AND ONSITE IT SUPP	361049	11/09/23	2,110.00	34507
			Total For Check 34507			<u>2,242.00</u>	
Check 34508							
100-00000-22205-025	10/30/23	DAVE DORNSBACH	DORNSBACH ESCROW REFUND	10302023	11/09/23	2,630.00	34508
			Total For Check 34508			<u>2,630.00</u>	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 34509							
100-41900-50350	11/01/23	ECM PUBLISHERS INC	NOV 9 PUBLIC HEARING DELIQUENT FEE	970436	11/09/23	112.81	34509
100-41900-50350	10/26/23	ECM PUBLISHERS INC	NOV 20 PH CITY CHARTER AMENDMENT	970437	11/09/23	35.62	34509
100-41900-50350	10/19/23	ECM PUBLISHERS INC	ORDINANCE NO. 2023-506 NOTICE	969570	11/09/23	71.23	34509
Total For Check 34509						219.66	
Check 34510							
100-45200-50210	10/11/23	FASTENAL COMPANY	SUPPLIES	MNTC4186005	11/09/23	5.50	34510
Total For Check 34510						5.50	
Check 34511							
601-49400-50210	10/27/23	FERGUSON WATERWORKS #2518	WATER METERS	0522094	11/09/23	6,878.20	34511
Total For Check 34511						6,878.20	
Check 34512							
100-00000-22205-087	10/09/23	LANDFORM PROFESSIONAL SERVIC	BELLWETHER 3RD FP (CITY FILE 19-01	34823	11/09/23	72.75	34512
Total For Check 34512						72.75	
Check 34513							
601-49400-50311	10/17/23	CITY OF MAPLE GROVE	WATER USAGE 3RD QTR JULY-SEPT 2023	21824	11/09/23	97,619.10	34513
Total For Check 34513						97,619.10	
Check 34514							
100-42100-50210	10/19/23	MENARDS MAPLE GROVE	COMMAND TRAILER SUPPLIES	24042	11/09/23	9.87	34514
100-45200-50210	10/11/23	MENARDS MAPLE GROVE	HEX BOLTS	23626	11/09/23	3.78	34514
Total For Check 34514						13.65	
Check 34515							
100-00000-20205	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	395.82	34515
100-41320-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	96.28	34515
100-41400-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	58.34	34515
100-41500-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	58.34	34515
100-41910-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	89.02	34515
100-42100-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	21.91	34515
100-42102-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	59.85	34515
100-42400-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	59.85	34515
100-43100-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	437.71	34515
100-45100-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	14.59	34515
100-45200-50130	11/01/23	METLIFE	NOVEMBER 2023 DENTAL INSURANCE	11012023	11/09/23	14.58	34515
Total For Check 34515						1,306.29	
Check 34516							
100-41920-50210	10/24/23	METRO SALES INC	COPIER CHARGES	INV2390275	11/09/23	3,395.31	34516
Total For Check 34516						3,395.31	
Check 34517							
100-42100-50403	09/26/23	MILLER CHEVROLET	VEHICLE ROTORS	180861	11/09/23	121.24	34517
Total For Check 34517						121.24	
Check 34518							
100-45200-50210	10/24/23	MINNESOTA EQUIPMENT, INC.	OIL FILTERS	P07824	11/09/23	526.00	34518
Total For Check 34518						526.00	
Check 34519							
100-45200-50210	10/26/23	NAPA AUTO PARTS - Corcoran	ROCKER SWITCH AND CONNECTOR	502782	11/09/23	6.68	34519

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 34519							
Total For Check 34519						6.68	
Check 34520							
408-00000-20610	10/31/23	NEW LOOK CONTRACTING	66TH AVE/GLEASON PKWY CORRIDOR IMP	PAY8	11/09/23	102,817.75	34520
408-48005-50530	10/31/23	NEW LOOK CONTRACTING	66TH AVE/GLEASON PKWY CORRIDOR IMP	PAY8	11/09/23	1,900.01	34520
Total For Check 34520						104,717.76	
Check 34521							
100-41900-50300	10/16/23	NORTHLAND SECURITIES, INC.	2023 FINANCIAL MANAGEMENT PLAN	7767	11/09/23	8,325.00	34521
Total For Check 34521						8,325.00	
Check 34522							
100-43100-50223	10/20/23	NOVA FIRE PROTECTION INC	ANNUAL FIRE SPRINKLER INSPECTION	55664	11/09/23	1,210.00	34522
Total For Check 34522						1,210.00	
Check 34523							
100-43100-50220	10/26/23	NUSS TRUCK & EQUIPMENT	MACK TRUCK REPAIR	SW0010973	11/09/23	4,750.00	34523
100-43100-50220	10/18/23	NUSS TRUCK & EQUIPMENT	OIL/FUEL FILTER	PS0049221-1	11/09/23	568.33	34523
Total For Check 34523						5,318.33	
Check 34524							
408-00000-20610	10/31/23	OMANN CONTRACTING COMPANIES	CO RD 10 & WALNUT LANE TURN LANE I	PAY 4	11/09/23	4,283.75	34524
Total For Check 34524						4,283.75	
Check 34525							
100-41900-50300	10/13/23	OPTUM	H.S.A MAINTENANCE FEE (JUL-SEPT 20	0001507644	11/09/23	133.25	34525
Total For Check 34525						133.25	
Check 34526							
100-42100-50300	10/30/23	PACE SYSTEMS, INC	PACE SCHEDULER	IN00054145	11/09/23	2,240.00	34526
Total For Check 34526						2,240.00	
Check 34527							
601-00000-16500	10/23/23	PHOENIX FABRICATORS & ERECTO	CORCORAN WATER TOWER STORAGE TANK	2277052074 PAY	11/09/23	239,085.11	34527
601-00000-20610	10/23/23	PHOENIX FABRICATORS & ERECTO	CORCORAN WATER TOWER STORAGE TANK	2277052074 PAY	11/09/23	(11,954.26)	34527
Total For Check 34527						227,130.85	
Check 34528							
100-43100-50225	10/25/23	RICE BLACKSMITH SAW & MACHIN	BRUSH CHIPPER	28523	11/09/23	1,559.48	34528
Total For Check 34528						1,559.48	
Check 34529							
100-00000-21709	10/17/23	STANDARD INSURANCE COMPANY	NOVEMBER 2023 LIFE INSURANCE PREMI	11-2023	11/09/23	1,926.25	34529
Total For Check 34529						1,926.25	
Check 34530							
100-42100-50209	10/25/23	STREICHER'S POLICE EQUIPMENT	FLASHLIGHT REPAIR	I1661929	11/09/23	94.97	34530
100-42100-50417	10/25/23	STREICHER'S POLICE EQUIPMENT	NEW HIRE - SERGEANT UNIFORM	I1661819	11/09/23	164.97	34530
Total For Check 34530						259.94	
Check 34531							
100-43100-50321	10/21/23	T-MOBILE	CELL SERVICES 9/21/23-10/20/23	10212023	11/09/23	338.38	34531
Total For Check 34531						338.38	
Check 34532							
100-41900-50401	10/30/23	ULTIMATE CLEANERS LLC	CITY HALL & PD CLEANING	23103000	11/09/23	780.00	34532

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 34532							
			Total For Check 34532			<u>780.00</u>	
Check 34533							
100-42100-50200	10/31/23	MENARDS MAPLE GROVE	LOCK BOX	2326	11/09/23	37.06	34533
100-42100-50207	10/11/23	CREDIT CARD PURCHASES	TRAINING TRANSPORT	10112023	11/09/23	168.00	34533
100-42100-50207	10/18/23	CREDIT CARD PURCHASES	TRAINING MEAL	10182023	11/09/23	23.33	34533
100-42100-50207	10/18/23	CREDIT CARD PURCHASES	TRAINING LODGING	10-18-2023	11/09/23	2,135.15	34533
100-42100-50207	10/17/23	CREDIT CARD PURCHASES	TRAINING MEAL	181	11/09/23	47.16	34533
100-42100-50210	10/31/23	CREDIT CARD PURCHASES	CARPET CLEANER	7038	11/09/23	14.15	34533
100-42100-50403	10/31/23	CREDIT CARD PURCHASES	SQUAD 568 REPAIR	602238	11/09/23	24.54	34533
100-43100-50207	10/30/23	CREDIT CARD PURCHASES	TRAVELING EXPENSE - MEAL	10312023	11/09/23	21.45	34533
202-42100-50210	10/17/23	CREDIT CARD PURCHASES	EVENT SUPPLIES	1025649	11/09/23	29.95	34533
			Total For Check 34533			<u>2,500.79</u>	
Check 34534							
100-41920-50210	10/19/23	US BANKCORP EQUIPMENT FINANC	COPIER LEASE	513602615	11/09/23	466.91	34534
			Total For Check 34534			<u>466.91</u>	
Check 34535							
100-42100-50403	10/31/23	WESTSIDE WHOLESALE TIRE	SQUAD 574 TIRES MOUNT AND BALANCE	935663	11/09/23	120.00	34535
			Total For Check 34535			<u>120.00</u>	
Check 34536							
100-45100-50210	10/06/23	WRUCK SEWER & PORTABLE RENTA	PARK PORTABLE RENTAL SEPTEMBER 202	I18738	11/09/23	391.00	34536
			Total For Check 34536			<u>391.00</u>	
Check 34537							
100-43100-50381	10/23/23	XCEL ENERGY	PW BUILDING ELECTRICITY	850053579	11/09/23	1,009.26	34537
			Total For Check 34537			<u>1,009.26</u>	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Fund Totals:							
			Fund 100 GENERAL FUND			46,020.56	
			Fund 202 CITY COMMUNITY EVENTS			29.95	
			Fund 400 CITY HALL REMODEL 2020-2021			133.06	
			Fund 408 PAVEMENT MANAGEMENT			109,001.51	
			Fund 416 CAPITAL-EQUIPMENT CERTS			4,119.17	
			Fund 601 WATER			331,628.15	
			Total For All Funds:			<u>490,932.40</u>	



To: Kevin Mattson, PE, PW Director                      From: Daryl Kirschenman, PE  
Steve Hegland, PE  
Project/File: 227705274                                      Date: October 23, 2023  
  
Subject: Pay Application #6 to Phoenix Fabricators and Erectors – Pay Request No. 6

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**Council Action Requested**

Staff is recommending Council Approve Pay Application #6 for the Corcoran Water Tower Project to Phoenix Tank in the amount of \$227,130.85. This pay request covers work complete from September 16, through October 15, 2023.

**Summary**

Phoenix fabricators has completed the tower foundation and have begun working on the tower shaft. The shaft construction will continue for the next 90 days.

This pay request is for the completed foundation work, along with the start of the concrete shaft construction.

The signed payment request form and pay application is attached for review.

Total Contract Value to Date	\$4,703,386.00
Work Completed to Date	\$1,104,401.70
5% Retainage	\$55,220.09
Amount Paid to Date	\$822,050.76
Total Pay App #5	\$227,130.85

**Engineer’s Recommendation**

We recommend approving Pay Application #6 to Phoenix Fabricators and Erector’s in the amount of \$227,130.85.

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Corcoran</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Stantec Consulting Services</u>	<b>Engineer's Project No.:</b> <u>227705274</u>
<b>Contractor:</b> <u>Phoenix Fabricators &amp; Erectors, LLC</u>	<b>Contractor's Project No.:</b> <u>3927</u>
<b>Project:</b> <u>1.0 MG Elevated Water Storage Tank</u>	
<b>Contract:</b> <u>Corcoran Water Tower</u>	
<b>Application No.:</b> <u>SIX</u>	<b>Application Date:</b> <u>10/15/2023</u>
<b>Application Period:</b> <b>From</b> <u>9/16/2023</u> <b>to</b> <u>10/15/2023</u>	

1. Original Contract Price	\$ 4,703,386.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 4,703,386.00
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 1,104,401.70
5. Retainage	
a. <u>5%</u> X \$ <u>999,369.94</u> Work Completed	\$ 49,968.50
b. <u>5%</u> X \$ <u>105,031.76</u> Stored Materials	\$ 5,251.59
c. Total Retainage (Line 5.a + Line 5.b)	\$ 55,220.09
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 1,049,181.61
7. Less previous payments (Line 6 from prior application)	\$ 822,050.76
8. Amount due this application	\$ 227,130.85
9. Balance to finish, including retainage (Line 3 - Line 8)	\$ 4,476,255.15

**Contractor's Certification**

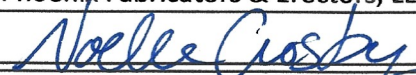
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** Phoenix Fabricators & Erectors, LLC

**Signature:**  **Date:** 10/15/2023

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u></u>	<b>By:</b> _____
<b>Title:</b> <u>Project Engineer</u>	<b>Title:</b> _____
<b>Date:</b> <u>10/24/2023</u>	<b>Date:</b> _____
<b>Approved by Funding Agency</b>	
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of Corcoran	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Stantec Consulting Services	<b>Engineer's Project No.:</b>	227705274
<b>Contractor:</b>	Phoenix Fabricators & Erectors, LLC	<b>Contractor's Project No.:</b>	3927
<b>Project:</b>	1.0 MG Elevated Water Storage Tank		
<b>Contract:</b>	Corcoran Water Tower		

**Application No.:** SIX      **Application Period:** From 09/16/23 To 10/15/23      **Application Date:** 10/15/23

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
<b>PART 1 SITE WORK</b>											
1	MOBILIZATION	1	LS	185,000.00	185,000.00	0.03	5,000.00		5,000.00	3%	180,000.00
2	TRAFFIC CONTROL	1	LS	4,000.00	4,000.00		-		-	0%	4,000.00
3	SALVAGE, STOCKPILE & RESPREAD TOPSOIL	1	LS	6,500.00	6,500.00	0.62	4,000.00		4,000.00	62%	2,500.00
4	TEMPORARY ROCK CONSTRUCTION ENTRANCE PLACEMENT &	1	LS	4,000.00	4,000.00	0.75	3,000.00		3,000.00	75%	1,000.00
5	COMMON TOPSOIL BORROW (LV)	50	CY	40.00	2,000.00		-		-	0%	2,000.00
6	CONNECT TO EXISTING WATERMAIN 20" PVC WATER MAIN	1	EA	5,700.00	5,700.00		-		-	0%	5,700.00
7	20" PVC WATERMAIN, C900	355	LF	265.00	94,075.00		-		-	0%	94,075.00
8	20" GATE VALVE	1	EA	31,000.00	31,000.00		-		-	0%	31,000.00
9	20" DIP WATERMAIN, CL 52, INCLUDE POLY WRAP	18	LF	397.00	7,146.00		-		-	0%	7,146.00
10	6" DIP WATERMAIN, CL 52, INCLUDE POLY WRAP	55	LF	117.00	6,435.00		-	1,612.00	1,612.00	25%	4,823.00
11	6" GATE VALVE & BOX	2	EA	4,000.00	8,000.00		-	4,266.00	4,266.00	53%	3,734.00
12	6" HYDRANT	2	EA	8,512.00	17,024.00		-	11,349.00	11,349.00	67%	5,675.00
13	DUCTILE IRON FITTINGS	4,000	LB	15.00	60,000.00		-	32,409.00	32,409.00	54%	27,591.00
14	4' X 6' OVERFLOW SPLASHPAD	1	EA	1,800.00	1,800.00		-		-	0%	1,800.00
15	CONCRETE SIDEWALK	20	SY	75.00	1,500.00		-		-	0%	1,500.00
16	8" BOLLARD	2	EA	1,000.00	2,000.00		-		-	0%	2,000.00
17	CONCRETE DRIVEWAY APRON	1	LS	8,000.00	8,000.00		-		-	0%	8,000.00
18	GEOTEXTILE FABRIC TYPE V NON WEAR	1,750	SY	2.60	4,550.00		-		-	0%	4,550.00
19	AGGREGATE BASE	1,625	TN	49.00	79,625.00	75.00	3,675.00		3,675.00	5%	75,950.00
20	BITUMINOUS WEAR SPWEA340B	175	TN	190.00	33,250.00		-		-	0%	33,250.00
21	BITUMINOUS BASE SPNWB330B	225	TN	195.00	43,875.00		-		-	0%	43,875.00
22	BITUMINOUS RIBBON CURB	510	LF	31.00	15,810.00		-		-	0%	15,810.00
23	B618 CURB	410	LF	47.00	19,270.00		-		-	0%	19,270.00
24	SILT FENCE, MS	1,250	LF	4.50	5,625.00	1,000.00	4,500.00		4,500.00	80%	1,125.00
25	INFILTRATION BASIN, FILTER FABRIC, 6' DRAIN TILE & 6' FLARED END	1	LS	8,500.00	8,500.00		-		-	0%	8,500.00
26	MNDOT SEED MIXTURE 25-131	1.4	AC	8,220.00	11,508.00		-		-	0%	11,508.00
27	2.5" B&B DECIDUOUS TREE	11	EA	820.00	9,020.00		-		-	0%	9,020.00
28	6' HT CONIFEROUS TREE	10	EA	670.00	6,700.00		-		-	0%	6,700.00
29	SHRUB 5 GAL. CONTAINER	56	EA	100.00	5,600.00		-		-	0%	5,600.00
30	PERENNIAL 1 GAL. CONTAINER	118	EA	28.00	3,304.00		-		-	0%	3,304.00
<b>ALTERNATE A - 1,000,000 GALLON COMPOSITE TANK</b>											
1	BONDS / INSURANCE	1	LS	115,000.00	115,000.00	1.00	115,000.00		115,000.00	100%	-
1.10	MOBILIZATION	1	LS	153,000.00	153,000.00	0.50	76,500.00		76,500.00	50%	76,500.00
1.11	ENGINEERING	1	LS	172,000.00	172,000.00	1.00	172,000.00		172,000.00	100%	-
1.12	FOUNDATION	1	LS	194,000.00	194,000.00	0.80	155,200.00		155,200.00	80%	38,800.00
1.13	TANK SHAFT	1	LS	886,000.00	886,000.00	0.40	354,400.00		354,400.00	40%	531,600.00
1.14	TANK MATERIAL / SHOP FABRICATION	1	LS	1,216,994.00	1,216,994.00	0.01	12,169.94	55,395.76	67,565.70	6%	1,149,428.30
1.15	TANK DELIVERY	1	LS	70,000.00	70,000.00		-		-	0%	70,000.00



**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b> City of Corcoran	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> Stantec Consulting Services	<b>Engineer's Project No.:</b> 227705274
<b>Contractor:</b> Phoenix Fabricators & Erectors, LLC	<b>Contractor's Project No.:</b> 3927
<b>Project:</b> 1.0 MG Elevated Water Storage Tank	
<b>Contract:</b> Corcoran Water Tower	

**Application No.:** SIX      **Application Period:** From 09/16/23 To 10/15/23      **Application Date:** 10/15/23

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
1.16	TANK ERECTION	1	LS	380,000.00	380,000.00		-		-	0%	380,000.00
1.17	TANK PAINTING	1	LS	450,000.00	450,000.00		-		-	0%	450,000.00
1.18	TANK MIXING SYSTEM	1	LS	20,000.00	20,000.00		-		-	0%	20,000.00
1.19	EROSION CONTROL	1	LS	8,500.00	8,500.00	0.50	4,250.00		4,250.00	50%	4,250.00
1.20	ELECTRICAL / CONTROLS	1	LS	160,000.00	160,000.00	0.11	17,600.00		17,600.00	11%	142,400.00
2	LOGO ALLOWANCE	1	LS	25,000.00	25,000.00		-		-	0%	25,000.00
3	STRUCTURAL FILL BELOW FOUNDATION	825	CY	51.00	42,075.00	825.00	42,075.00		42,075.00	100%	-
4	COMMON EXCAVATION & SITE GRADING	1	LS	120,000.00	120,000.00	0.25	30,000.00		30,000.00	25%	90,000.00
					-		-		-		-
<b>Original Contract Totals</b>					<b>\$ 4,703,386.00</b>		<b>\$ 999,369.94</b>	<b>\$ 105,031.76</b>	<b>\$ 1,104,401.70</b>	<b>23%</b>	<b>\$ 3,598,984.30</b>

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of Corcoran	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Stantec Consulting Services	<b>Engineer's Project No.:</b>	227705274
<b>Contractor:</b>	Phoenix Fabricators & Erectors, LLC	<b>Contractor's Project No.:</b>	3927
<b>Project:</b>	1.0 MG Elevated Water Storage Tank		
<b>Contract:</b>	Corcoran Water Tower		

Application No.: SIX Application Period: From 09/16/23 To 10/15/23 Application Date: 10/15/23

A	B	C	D	E	F	G	H	I	J	K	L	
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)					
<b>Change Orders</b>												
					-			-		-	-	
					-			-		-	-	
					-			-		-	-	
<b>Change Order Totals</b>					\$ -			\$ -	\$ -	\$ -	\$ -	
<b>Original Contract and Change Orders</b>												
<b>Project Totals</b>					\$ 4,703,386.00			\$ 999,369.94	\$ 105,031.76	\$ 1,104,401.70	23%	\$ 3,598,984.30



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To: Kevin Mattson, City of Corcoran      From: Kent Torve, PE City Engineer  
Nick Wyers, PE

File: 227701079      Date: October 31, 2023

Subject: 66<sup>th</sup> Avenue/Gleason Parkway Corridor Improvements – Pay Request #8 & Final

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### **Council Action Requested**

We recommend approval of the Payment Request #8 & Final to New Look Contracting in the amount of \$104,717.76 on the 66<sup>th</sup> Avenue/Gleason Parkway Corridor Improvements Project.

### **Pay Application Summary**

- Contract Amount - \$1,908,607.40
- Change Orders to Date - \$173,653.73
- Revised Contract Amount – \$2,082,261.13
- Total Complete to Date – \$1,953,537.44
- Less Retainage - \$0.00
- Total This Pay Application - \$104,717.76

### **Project Update**

The 66<sup>th</sup> Avenue/Gleason Parkway Corridor Improvement Project was substantially complete on June 23, 2022, with punch list review and vegetation establishment occurring in 2023. New Look Contracting has completed all punch list work on the project, provided the necessary closeout documentation and no work is remaining on the project. The contract includes a two-year warranty which will carry forward until June 23, 2024.

### **Funding**

The improvement projects are being funded through the developer escrow for the Ravinia and Tavera developments.

### **Attachments**

Pay Request #8 & Final  
IC-134 Documents

**SECTION 00 62 76**  
**APPLICATION FOR PAYMENT FORM**

OWNER: City of Corcoran  
 PROJECT: 66th Avenue/Gleason Parkway Corridor Improvement  
 CONTRACTOR: New Look Contracting, Inc.

PAY ESTIMATE NO. 8 & FINAL

Original Contract Amount:		\$	<u>1,908,607.40</u>
Contract Changes approved to Date (List Change Order Numbers):	CO #1	\$	<u>133,707.00</u>
	CO #2	\$	<u>31,440.30</u>
	CO #3	\$	<u>8,506.43</u>
Revised Contract Price :		\$	<u>2,082,261.13</u>
Work Completed to Date (attached):		\$	<u>2,058,255.20</u>
Retainage to Date, 0%:		\$	<u>-</u>
Work Completed to Date Less Retainage to Date:		\$	<u>2,058,255.20</u>
Total Amount Previously Certified:		\$	<u>1,953,537.44</u>
Payment Request This Estimate:		\$	<u>104,717.76</u>

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

*Eric Stratford*

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CONTRACTOR

**CERTIFICATE OF CONTRACTOR**

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated 06/18/2021 between between the City of Corcoran (OWNER) and New Look Contracting, Inc. (CONTRACTOR) and all authorized changes therto:

*Eric Stratford*

By

Eric Stratford

Title

Director of Business Operations

Approval:

(CONTRACTOR)

*Eric Stratford*

Date

10/17/2023

STANTEC CONSULTING  
SERVICES, INC.

*[Signature]*

Date

10/31/23

END OF SECTION

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #8 & FINAL September 2023	
						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
<b>BASE BID: 66th Avenue/Gleason Parkway Corridor Improvements</b>											
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 75,000.00	\$ 75,000.00	1	\$ 75,000.00	1.0	\$ 75,000.00	0.0	\$ -
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 6,300.00	\$ 6,300.00	1	\$ 6,300.00	1.0	\$ 6,300.00	0.0	\$ -
3	PROVIDE ACCESS & MAINTENANCE	LUMP SUM	1	\$ 1.00	\$ 1.00	1	\$ 1.00	1.0	\$ 1.00	0.0	\$ -
4	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	2711	\$ 1.50	\$ 4,066.50	2,684	\$ 4,026.00	2,684.0	\$ 4,026.00	0.0	\$ -
5	REMOVE BITUMINOUS PAVEMENT	SQ YD	1875	\$ 6.75	\$ 12,656.25	1900	\$ 12,825.00	1,900.0	\$ 12,825.00	0.0	\$ -
6	CLEARING AND GRUBBING	ACRE	1	\$ 7,600.00	\$ 7,600.00	1	\$ 7,600.00	1.0	\$ 7,600.00	0.0	\$ -
7	CLEAR AND GRUB TREE	TREE	17	\$ 200.00	\$ 3,400.00	17	\$ 3,400.00	17.0	\$ 3,400.00	0.0	\$ -
8	REMOVE STORM SEWER PIPE	LF	193	\$ 13.00	\$ 2,509.00	256	\$ 3,328.00	256.0	\$ 3,328.00	0.0	\$ -
9	REMOVE CMP FLARED-END SECTION	EACH	3	\$ 150.00	\$ 450.00	3	\$ 450.00	3.0	\$ 450.00	0.0	\$ -
10	SALVAGE & REINSTALL SIGN	EACH	1	\$ 333.00	\$ 333.00	1	\$ 333.00	1.0	\$ 333.00	0.0	\$ -
11	REMOVE SIGN AND POST	EACH	7	\$ 45.00	\$ 315.00	7	\$ 315.00	7.0	\$ 315.00	0.0	\$ -
12	REMOVE FENCE	LF	1092	\$ 3.00	\$ 3,276.00	2,551	\$ 7,653.00	2,551.0	\$ 7,653.00	0.0	\$ -
13	PAVEMENT MARKING REMOVAL	LUMP SUM	1	\$ 5,700.00	\$ 5,700.00	1	\$ 5,700.00	1.0	\$ 5,700.00	0.0	\$ -
14	CONNECT TO EXISTING SANITARY MANHOLE	EACH	1	\$ 2,576.00	\$ 2,576.00	1	\$ 2,576.00	1.0	\$ 2,576.00	0.0	\$ -
15	12" PVC C-900 DR-18 SANITARY SEWER PIPE	LF	330	\$ 107.00	\$ 35,310.00	330	\$ 35,310.00	330.0	\$ 35,310.00	0.0	\$ -
16	12" PVC SDR 26 SANITARY SEWER PIPE	LF	400	\$ 61.00	\$ 24,400.00	400	\$ 24,400.00	400.0	\$ 24,400.00	0.0	\$ -
17	12" PVC SDR 35 SANITARY SEWER PIPE	LF	1903	\$ 51.00	\$ 97,053.00	1903	\$ 97,053.00	1,903.0	\$ 97,053.00	0.0	\$ -
18	12" PVC PLUG	EACH	2	\$ 238.00	\$ 476.00	2	\$ 476.00	2.0	\$ 476.00	0.0	\$ -
19	IMPROVED PIPE FOUNDATION - 24" THICK	LF	722	\$ 8.00	\$ 5,776.00	40	\$ 320.00	40.0	\$ 320.00	0.0	\$ -
20	PIPE JACKING 36" STEEL CASING	LF	140	\$ 856.00	\$ 119,840.00	140	\$ 119,840.00	140.0	\$ 119,840.00	0.0	\$ -
21	4' DIA. SANITARY SEWER MANHOLE	EACH	5	\$ 6,340.00	\$ 31,700.00	5	\$ 31,700.00	5.0	\$ 31,700.00	0.0	\$ -
22	4' DIA SANITARY STRUCTURE OVERDEPTH (>12' DEPTH)	LF	2	\$ 1,100.00	\$ 2,200.00	8	\$ 8,800.00	8.0	\$ 8,800.00	0.0	\$ -
23	ANTI-SEEPAGE COLLAR	EACH	5	\$ 275.00	\$ 1,375.00	4	\$ 1,100.00	4.0	\$ 1,100.00	0.0	\$ -
24	INSTALL STRUCTURE SIGN POST AND MARKER	EACH	9	\$ 167.00	\$ 1,503.00	5	\$ 835.00	5.0	\$ 835.00	0.0	\$ -
25	CONNECT TO EXISTING 24" CMP	EACH	1	\$ 490.00	\$ 490.00	1	\$ 490.00	1.0	\$ 490.00	0.0	\$ -
26	CONNECT TO EXISTING STORM STRUCTURE	EACH	1	\$ 400.00	\$ 400.00	4	\$ 1,600.00	4.0	\$ 1,600.00	0.0	\$ -
27	24" CMP STORM SEWER PIPE	LF	7	\$ 77.00	\$ 539.00	7	\$ 539.00	7.0	\$ 539.00	0.0	\$ -
28	24" CMP FLARED-END SECTION W/ TRASH GUARD	EACH	1	\$ 940.00	\$ 940.00	1	\$ 940.00	1.0	\$ 940.00	0.0	\$ -
29	12" RCP SEWER CLASS V	LF	330	\$ 57.00	\$ 18,810.00	332	\$ 18,924.00	332.0	\$ 18,924.00	0.0	\$ -
30	15" RCP SEWER CLASS V	LF	857	\$ 59.00	\$ 50,563.00	851	\$ 50,209.00	851.0	\$ 50,209.00	0.0	\$ -
31	18" RCP SEWER CLASS V	LF	110	\$ 63.00	\$ 6,930.00	110	\$ 6,930.00	110.0	\$ 6,930.00	0.0	\$ -
32	21" RCP SEWER CLASS V	LF	134	\$ 70.00	\$ 9,380.00	125	\$ 8,750.00	125.0	\$ 8,750.00	0.0	\$ -
33	48" RCP SEWER CLASS V	LF	122	\$ 306.00	\$ 37,332.00	124	\$ 37,944.00	124.0	\$ 37,944.00	0.0	\$ -
34	21" RCP FLARED END SECTION W/ TRASH GUARD	EACH	4	\$ 2,000.00	\$ 8,000.00	4	\$ 8,000.00	4.0	\$ 8,000.00	0.0	\$ -
35	48" RCP FLARED END SECTION	EACH	2	\$ 5,550.00	\$ 11,100.00	2	\$ 11,100.00	2.0	\$ 11,100.00	0.0	\$ -
36	CONSTRUCT DRAINAGE STRUCTURE - 4' DIA MH	EACH	10	\$ 3,387.00	\$ 33,870.00	10	\$ 33,870.00	10.0	\$ 33,870.00	0.0	\$ -
37	CONSTRUCT DRAINAGE STRUCTURE W/ STRUCTURAL POLLUTION CONTROL DEVICE - 6' DIA MH	EACH	1	\$ 15,087.00	\$ 15,087.00	1	\$ 15,087.00	1.0	\$ 15,087.00	0.0	\$ -
38	CONSTRUCT DRAINAGE STRUCTURE - 2'X3' CB	EACH	6	\$ 2,130.00	\$ 12,780.00	6	\$ 12,780.00	6.0	\$ 12,780.00	0.0	\$ -
39	CONSTRUCT OUTLET CONTROL STRUCTURE - 5' DIA MH	EACH	1	\$ 8,568.00	\$ 8,568.00	1	\$ 8,568.00	1.0	\$ 8,568.00	0.0	\$ -
40	4" PVC DRAINTILE PIPE	LF	875	\$ 21.00	\$ 18,375.00	995	\$ 20,895.00	995.0	\$ 20,895.00	0.0	\$ -
41	6" PVC DRAINTILE PIPE	LF	235	\$ 27.00	\$ 6,345.00	235	\$ 6,345.00	235.0	\$ 6,345.00	0.0	\$ -
42	4" PVC DRAINTILE CLEANOUT	EACH	2	\$ 295.00	\$ 590.00	2	\$ 590.00	2.0	\$ 590.00	0.0	\$ -
43	6" PVC DRAINTILE CLEANOUT	EACH	2	\$ 430.00	\$ 860.00	2	\$ 860.00	2.0	\$ 860.00	0.0	\$ -
44	FILTRATION BENCH	SY	131	\$ 140.00	\$ 18,340.00	131	\$ 18,340.00	131.0	\$ 18,340.00	0.0	\$ -

45	4" INSULATION	SF	200	\$	4.00	\$	800.00	96	\$	384.00	96.0	\$	384.00	0.0	\$	-
46	RANDOM RIP RAP CLASS III (GRANITE)	TON	100	\$	100.00	\$	10,000.00	110	\$	11,000.00	110.0	\$	11,000.00	0.0	\$	-
47	ADJUST EXISTING VALVE BOX	EACH	6	\$	480.00	\$	2,880.00	3	\$	1,440.00	3.0	\$	1,440.00	0.0	\$	-
48	ADJUST EXISTING CURB STOP & BOX	EACH	1	\$	235.00	\$	235.00	1	\$	235.00	1.0	\$	235.00	0.0	\$	-
49	HYDRANT EXTENSION	EACH	2	\$	1,240.00	\$	2,480.00	2	\$	2,480.00	2.0	\$	2,480.00	0.0	\$	-
50	INSTALL WATERMAIN OFFSET	LUMP SUM	1	\$	12,066.00	\$	12,066.00	1	\$	12,066.00	1.0	\$	12,066.00	0.0	\$	-
51	IRRIGATION SYSTEM & DESIGN	LUMP SUM	1	\$	33,250.00	\$	33,250.00	1	\$	33,250.00	1.0	\$	33,250.00	0.0	\$	-
52	IRRIGATION BOOSTER PUMP	LUMP SUM	1	\$	640.00	\$	640.00	1	\$	640.00	1.0	\$	640.00	0.0	\$	-
53	4" NON-METALLIC CONDUIT CROSSING (IRRIGATION)	LIN FT	345			\$	1,035.00		\$	1,164.00	388.0	\$	1,164.00		\$	-
				\$	3.00			388						0.0		
54	STRIP, STOCKPILE, AND RESPREAD TOPSOIL	LUMP SUM	1	\$	27,320.00	\$	27,320.00	1	\$	27,320.00	1.0	\$	27,320.00	0.00	\$	-
55	SALVAGE & RESPREAD EXISTING WETLAND SOILS (AS REQUIRED BY PERMIT)	LUMP SUM	1	\$	12,500.00	\$	12,500.00	1	\$	12,500.00	1.0	\$	12,500.00	0.00	\$	-
56	COMMON EXCAVATION - ONSITE (EV) (P)	CU YD	10440	\$	8.00	\$	83,520.00	10440	\$	83,520.00	10,440.0	\$	83,520.00	0.0	\$	-
57	COMMON EXCAVATION - OFFSITE (LV)	CU YD	9700			\$	126,100.00		\$	123,331.00	9,487.0	\$	123,331.00		\$	-
				\$	13.00			9487						0.0		
58	COMMON BORROW (EV) (POND)	CU YD	250	\$	0.01	\$	2.50	0	\$	-	0.0	\$	-	0.0	\$	-
59	COMMON BORROW - IMPORT (LV)	CU YD	250	\$	0.01	\$	2.50	0	\$	-	0.0	\$	-	0.0	\$	-
60	LOAM TOPSOIL (LV)	CU YD	50	\$	0.01	\$	0.50	0	\$	-	0.0	\$	-	0.0	\$	-
61	SUBGRADE EXCAVATION - OFFSITE (EV)	CU YD	3900	\$	13.00	\$	50,700.00	613	\$	7,969.00	613.0	\$	7,969.00	0.0	\$	-
62	GEOTEXTILE FABRIC, TYPE V NON-WOVEN	SQ YD	11745	\$	2.00	\$	23,490.00	12,000	\$	24,000.00	12,000.0	\$	24,000.00	0.0	\$	-
63	SELECT GRANULAR BORROW, 5% MOD	TON	800	\$	18.00	\$	14,400.00	1100	\$	19,800.00	1,100.0	\$	19,800.00	0.0	\$	-
64	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	9900	\$	19.00	\$	188,100.00	11884	\$	225,796.00	11,884.0	\$	225,796.00	0.0	\$	-
65	AGGREGATE SURFACING CLASS 2, 100 % CRUSHED LESTONE	TON	240	\$	35.00	\$	8,400.00	158	\$	5,530.00	158.0	\$	5,530.00	0.0	\$	-
66	STABILIZING AGGREGATE, 3" MINUS	TON	1500	\$	0.01	\$	15.00	0	\$	-	0.0	\$	-	0.0	\$	-
67	BITUMINOUS TACK COAT MATERIAL	GAL	515	\$	3.50	\$	1,802.50	590	\$	2,065.00	590.0	\$	2,065.00	0.0	\$	-
68	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	1830	\$	80.00	\$	146,400.00	1306	\$	104,480.00	1,306.0	\$	104,480.00	0.0	\$	-
69	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	1830	\$	78.00	\$	142,740.00	2458	\$	191,724.00	2,458.0	\$	191,724.00	0.0	\$	-

70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	425	\$	103.00	\$	43,775.00	448	\$	46,144.00	448.0	\$	46,144.00	0.0	\$	-
71	B618 CURB AND GUTTER	LF	3181	\$	14.50	\$	46,124.50	3181	\$	46,124.50	3,181.0	\$	46,124.50	0.0	\$	-
72	6" CONCRETE WALK	SQ FT	595	\$	10.00	\$	5,950.00	1385	\$	13,850.00	1,385.0	\$	13,850.00	0.0	\$	-
73	TRUNCATED DOMES	SQ FT	96	\$	112.00	\$	10,752.00	122	\$	13,664.00	122.0	\$	13,664.00	0.0	\$	-
74	SIGN PANELS TYPE C	SQ FT	93	\$	38.00	\$	3,534.00	83.25	\$	3,163.50	83.3	\$	3,163.50	0.0	\$	-
75	INSTALL SIGN TYPE C AND POST	EACH	14	\$	5.50	\$	77.00	9	\$	49.50	9.0	\$	49.50	0.0	\$	-
76	INSTALL SIGN POST	EACH	2	\$	500.00	\$	1,000.00	1.44	\$	720.00	0.0	\$	-	1.4	\$	720.00
77	STREET NAME SIGN PLATE	EACH	10	\$	5.50	\$	55.00	8	\$	44.00	8.0	\$	44.00	0.0	\$	-
78	INSTALL STREET NAME SIGN PLATE AND POST	EACH	2	\$	450.00	\$	900.00	2	\$	900.00	2.0	\$	900.00	0.0	\$	-
79	INSTALL TYPE III BARRICADE	EACH	2	\$	450.00	\$	900.00	0	\$	-	0.0	\$	-	0.0	\$	-
80	PAVEMENT MESSAGE (RT ARROW) THERMOPLASTIC (GROUND-IN)	EACH	4	\$	450.00	\$	1,800.00	4	\$	1,800.00	4.0	\$	1,800.00	0.0	\$	-
81	PAVEMENT MESSAGE (LT ARROW) THERMOPLASTIC (GROUND-IN)	EACH	4	\$	450.00	\$	1,800.00	4	\$	1,800.00	4.0	\$	1,800.00	0.0	\$	-
82	4" DOUBLE SOLID LINE YELLOW - MULTI-COMPONENT (GROUND-IN)	LIN FT	3241	\$	2.00	\$	6,482.00	3241	\$	6,482.00	3,241.0	\$	6,482.00	0.0	\$	-
83	6" SOLID LINE WHITE - MULTI-COMPONENT (GROUND-IN)	LIN FT	2882	\$	2.00	\$	5,764.00	2922	\$	5,844.00	2,922.0	\$	5,844.00	0.0	\$	-
84	4" SOLID LINE WHITE - MULTI-COMPONENT (GROUND-IN)	LIN FT	1200	\$	1.00	\$	1,200.00	1200	\$	1,200.00	1,200.0	\$	1,200.00	0.0	\$	-
85	4" BROKEN LINE WHITE - MULTI-COMPONENT (GROUND-IN)	LIN FT	495	\$	1.00	\$	495.00	430	\$	430.00	430.0	\$	430.00	0.0	\$	-
86	24" SOLID LINE YELLOW - MULTI-COMPONENT (GROUND-IN)	LIN FT	256	\$	10.00	\$	2,560.00	102	\$	1,020.00	102.0	\$	1,020.00	0.0	\$	-
87	TEMPORARY MAILBOXES	LUMP SUM	1	\$	2,700.00	\$	2,700.00	0	\$	-	0.0	\$	-	0.0	\$	-
88	BOULDER RETAINING WALL	LUMP SUM	1	\$	12,500.00	\$	12,500.00	1	\$	12,500.00	1.0	\$	12,500.00	0.0	\$	-
89	3" NON-METALLIC CONDUIT CROSSING (SMALL UTILITIES)	LIN FT	870	\$	13.00	\$	11,310.00	527	\$	6,851.00	527.0	\$	6,851.00	0.0	\$	-
90	BARBWIRE FENCE	LIN FT	965	\$	5.50	\$	5,307.50	0	\$	-	0.0	\$	-	0.0	\$	-
91	SEED MIXTURE - 34-171	SQ YD	24005	\$	0.20	\$	4,801.00	1694	\$	338.80	1,694.0	\$	338.80	0.0	\$	-
92	SEED MIXTURE - 25-131	SQ YD	6522	\$	0.20	\$	1,304.40	8906	\$	1,781.20	3,006.0	\$	601.20	5,900.0	\$	1,180.00
93	SEED MIXTURE - 25-141	SQ YD	26325	\$	0.15	\$	3,948.75	11898	\$	1,784.70	11,898.0	\$	1,784.70	0.0	\$	-
94	SEED MIXTURE - 33-261	SQ YD	1910	\$	0.50	\$	955.00	0	\$	-	0.0	\$	-	0.0	\$	-
95	SODDING TYPE LAWN	SQ YD	2350	\$	12.00	\$	28,200.00	2350	\$	28,200.00	2,350.0	\$	28,200.00	0.0	\$	-
96	PERENNIAL - #1 CONT	EACH	226	\$	20.00	\$	4,520.00	226	\$	4,520.00	226.0	\$	4,520.00	0.0	\$	-
97	DECIDUOUS SHRUB (#5 CONT.)	EACH	68	\$	81.00	\$	5,508.00	68	\$	5,508.00	68.0	\$	5,508.00	0.0	\$	-
98	DECIDUOUS TREE - 2.5" B&B	EACH	24	\$	667.00	\$	16,008.00	24	\$	16,008.00	24.0	\$	16,008.00	0.0	\$	-
99	DECIDUOUS TREE - 1.5" CAL B&B	EACH	3	\$	550.00	\$	1,650.00	3	\$	1,650.00	3.0	\$	1,650.00	0.0	\$	-
100	DECIDUOUS TREE - 6' HT. B&B CLUMP	EACH	4	\$	525.00	\$	2,100.00	4	\$	2,100.00	4.0	\$	2,100.00	0.0	\$	-
101	STABILIZED CONSTRUCTION EXIT - MAINTAINED	LUMP SUM	1	\$	1.00	\$	1.00	0	\$	-	0.0	\$	-	0.0	\$	-
102	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	6465	\$	1.50	\$	9,697.50	16,141	\$	24,211.50	16,141.0	\$	24,211.50	0.0	\$	-
103	BALE BARRIERS - MAINTAINED	LIN FT	11320	\$	3.50	\$	39,620.00	3624.5	\$	12,685.75	3,624.5	\$	12,685.75	0.0	\$	-
104	BIOLOG - MAINTAINED	LIN FT	1200	\$	2.75	\$	3,300.00	336	\$	924.00	336.0	\$	924.00	0.0	\$	-
105	INLET PROTECTION - MAINTAINED	EACH	18	\$	160.00	\$	2,880.00	30	\$	4,800.00	30.0	\$	4,800.00	0.0	\$	-
106	CULVERT PROTECTION - MAINTAINED	EACH	2	\$	225.00	\$	450.00	0	\$	-	0.0	\$	-	0.0	\$	-
107	STREET SWEEPER (WITH PICKUP BROOM)	hour	50	\$	0.01	\$	0.50	12	\$	0.12	12.0	\$	0.12	0.0	\$	-
108	WATER FOR DUST CONTROL	MGAL	50	\$	42.00	\$	2,100.00	20	\$	840.00	20.0	\$	840.00	0.0	\$	-
109	EROSION CONTROL MAT	SQ YD	25	\$	4.50	\$	112.50	25	\$	112.50	25.0	\$	112.50	0.0	\$	-
110	STRAW MULCH TYPE 3	SQ YD	45480	\$	0.10	\$	4,548.00	14588	\$	1,458.80	14,588.0	\$	1,458.80	0.0	\$	-
111	EROSION CONTROL BLANKET CATEGORY 3N STRAW 2S	SQ YD	13282	\$	1.50	\$	19,923.00	10430.4	\$	15,645.60	10,430.4	\$	15,645.60	0.0	\$	-

**TOTAL BASE BID: \$ 1,908,607.40      \$ 1,887,951.47      \$ 1,886,051.47      \$ 1,900.00**

**TOTAL ORIGINAL CONTRACT: \$ 1,908,607.40      \$ 1,887,951.47      \$ 1,886,051.47      \$ 1,900.00**



Change Order #1: Muck Excavation					QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	
C0 1.1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00	1.0	\$ 3,000.00	0.0	\$ -
C0 1.2	SALVAGE 12" RCP	LIN FT	205	\$ 27.00	\$ 5,535.00	205	\$ 5,535.00	205.0	\$ 5,535.00	0.0	\$ -
C0 1.3	SALVAGE 15" RCP	LIN FT	88	\$ 27.00	\$ 2,376.00	38	\$ 1,026.00	38.0	\$ 1,026.00	0.0	\$ -
C0 1.4	SALVAGE 48" CBMH	EACH	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00	1.0	\$ 1,000.00	0.0	\$ -
C0 1.5	SALVAGE 2'X3' CB	EACH	2	\$ 1,000.00	\$ 2,000.00	2	\$ 2,000.00	2.0	\$ 2,000.00	0.0	\$ -
C0 1.6	REINSTALL 12" RCP	LIN FT	205	\$ 40.00	\$ 8,200.00	205	\$ 8,200.00	205.0	\$ 8,200.00	0.0	\$ -
C0 1.7	REINSTALL 15" RCP	LIN FT	88	\$ 40.00	\$ 3,520.00	38	\$ 1,520.00	38.0	\$ 1,520.00	0.0	\$ -
C0 1.8	REINSTALL 48" CBMH	EACH	1	\$ 1,200.00	\$ 1,200.00	1	\$ 1,200.00	1.0	\$ 1,200.00	0.0	\$ -
C0 1.9	REINSTALL 2'X3' CB	EACH	2	\$ 1,200.00	\$ 2,400.00	2	\$ 2,400.00	2.0	\$ 2,400.00	0.0	\$ -
C0 1.10	MUCK EXCAVATION - OFFSITE (EV)	CU YD	4834	\$ 14.00	\$ 67,676.00	4834	\$ 67,676.00	4,834.0	\$ 67,676.00	0.0	\$ -
C0 1.11	COMMON BORROW - IMPORT (LV)	CU YD	4600	\$ 8.00	\$ 36,800.00	4600	\$ 36,800.00	4,600.0	\$ 36,800.00	0.0	\$ -
<b>TOTAL CHANGE ORDER #1:</b>					<b>\$ 133,707.00</b>		<b>\$ 130,357.00</b>		<b>\$ 130,357.00</b>		<b>\$ -</b>

Change Order #2: 2022 Pricing					QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 1,760.00	\$ 1,760.00	1	\$ 1,760.00	1.0	\$ 1,760.00	0.0	\$ -
51	IRRIGATION SYSTEM & DESIGN	LUMP SUM	1	\$ 3,217.50	\$ 3,217.50	1	\$ 3,217.50	1.0	\$ 3,217.50	0.0	\$ -
67	BITUMINOUS TACK COAT MATERIAL	GAL	300	\$ 0.25	\$ 75.00	300	\$ 75.00	300.0	\$ 75.00	0.0	\$ -
68	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	730	\$ 7.92	\$ 5,781.60	730	\$ 5,781.60	730.0	\$ 5,781.60	0.0	\$ -
70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	375	\$ 20.71	\$ 7,766.25	375	\$ 7,766.25	375.0	\$ 7,766.25	0.0	\$ -
71	B618 CURB AND GUTTER	LF	3181	\$ 1.10	\$ 3,499.10	3181	\$ 3,499.10	3,181.0	\$ 3,499.10	0.0	\$ -
73	TRUNCATED DOMES	SQ FT	122	\$ 1.10	\$ 134.20	122	\$ 134.20	122.0	\$ 134.20	0.0	\$ -
96	PERENNIAL - #1 CONT	EACH	226	\$ 4.13	\$ 933.38	226	\$ 933.38	226.0	\$ 933.38	0.0	\$ -
C0 2.1	IRRIGATION PUMP WIRING	LUMP SUM	1	\$ 8,273.27	\$ 8,273.27	1	\$ 8,273.27	1.0	\$ 8,273.27	0.0	\$ -
<b>TOTAL CHANGE ORDER #2:</b>					<b>\$ 31,440.30</b>		<b>\$ 31,440.30</b>		<b>\$ 31,440.30</b>		<b>\$ -</b>

Change Order #3: 2022 Pricing & Curb Stop Repair					QUANTITY	COST	QUANTITY	COST	QUANTITY	COST	
67	BITUMINOUS TACK COAT MATERIAL	GAL	60	\$ 0.25	\$ 15.00	60	\$ 15.00	60.0	\$ 15.00	0.0	\$ -
69	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	658	\$ 7.69	\$ 5,060.02	658	\$ 5,060.02	658.0	\$ 5,060.02	0.0	\$ -
70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	73	\$ 20.71	\$ 1,511.83	73	\$ 1,511.83	73.0	\$ 1,511.83	0.0	\$ -
C0 3.1	IRRIGATION AND CURB STOP REPAIR	LUMP SUM	1	\$ 1,919.58	\$ 1,919.58	1	\$ 1,919.58	1.0	\$ 1,919.58	0.0	\$ -
<b>TOTAL CHANGE ORDER #3:</b>					<b>\$ 8,506.43</b>		<b>\$ 8,506.43</b>		<b>\$ 8,506.43</b>		<b>\$ -</b>

**TOTAL REVISED CONTRACT: \$ 2,082,261.13      \$ 2,058,255.20      \$ 2,056,355.20      \$ 1,900.00**

**CONTRACT SUMMARY**

	COMPLETE TO DATE	LESS PREVIOUS PAYMENTS	PAY REQUEST #8 & FINAL
ORIGINAL CONTRACT AWARD AMOUNT \$ 1,908,607.40			
REVISED CONTRACT AMOUNT \$ 2,082,261.13			
<b>SUBTOTAL</b>	<b>\$ 2,058,255.20</b>	<b>\$ 2,056,355.20</b>	<b>\$ 1,900.00</b>
<b>CURRENT RETAINAGE (0%)</b>	<b>\$ -</b>	<b>\$ 102,817.76</b>	<b>\$ -</b>
<b>TOTAL CURRENT PAY REQUEST</b>	<b>\$ 2,058,255.20</b>	<b>\$ 1,953,537.44</b>	<b>\$ 1,900.00</b>



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-012-643-936
Submitted Date and Time:	16-Oct-2023 11:41:37 AM
Legal Name:	NEW LOOK CONTRACTING INC
Federal Employer ID:	41-1615712
User Who Submitted:	NewLookContracting
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>1577996288</b>
Minnesota ID:	2321133
Project Owner:	CITY OF CORCORAN
Project Number:	2294-17-031
Project Begin Date:	08-Jun-2023
Project End Date:	05-Sep-2023
Project Location:	66TH & GLEASON AVENUE
Project Amount:	\$2,058,255.20

### Subcontractor Summary

Name	ID	Affidavit Number
MCCROSSAN CS CONSTRUCTION INC.	4759194	1138577408
HOFFMAN & MCNAMARA CO	5520215	1984778240
MINGER CONSTRUCTION COMPANIES, INC.	3440852	1126404096
NEATON BROTHERS EROSION CONTROL, LLC	4990862	606687232
OH LANDSCAPES LLC	1906674	818581504
TREE TOP CLEARING, INC.	5182073	1160744960
WARNING LITES OF MINNESOTA, INC.	3086922	882085888

### Important Messages

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### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

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### Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

#### Confirmation Summary

Confirmation Number: 0-658-861-664  
Submitted Date and Time: 11-Oct-2023 3:47:59 PM  
Legal Name: MCCROSSAN C S CONSTRUCTION INC  
Federal Employer ID: 41-1455413  
User Who Submitted: mccrossan  
Type of Request Submitted: Contractor Affidavit

#### Affidavit Summary

Affidavit Number: 1138577408  
Minnesota ID: 4759194  
Project Owner: CITY OF CORCORAN  
Project Number: 21-5042  
Project Begin Date: 17-Aug-2021  
Project End Date: 28-Sep-2022  
Project Location: CORCORAN 66TH GLEASON  
Project Amount: \$313,748.09  
Subcontractors: No Subcontractors

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-979-979-360
Submitted Date and Time:	6-Sep-2023 7:10:31 AM
Legal Name:	HOFFMAN & MCNAMARA CO
Federal Employer ID:	41-1343614
User Who Submitted:	Ken_Partch
Type of Request Submitted:	Contractor Affidavit

## Affidavit Summary

<b>Affidavit Number:</b>	<b>1984778240</b>
Minnesota ID:	5520215
Project Owner:	CITY OF CORCORAN
Project Number:	21-5042 [66TH AVENUE/GLEASON PARKWAY CORRIDOR IMPROVEMENTS]
Project Begin Date:	13-Jun-2022
Project End Date:	29-Jun-2023
Project Location:	66TH AVENUE/GLEASON PARKWAY, CORCORAN, MN
Project Amount:	\$69,579.65

## Subcontractor Summary

Name	ID	Affidavit Number
ADVANCED IRRIGATION INC	6070726	1100894208
TAYLOR ELECTRIC COMPANY LLC	7838870	2094239744

### Important Messages

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-950-259-104
Submitted Date and Time:	29-Nov-2022 3:24:39 PM
Legal Name:	MINGER CONSTRUCTION COMPANIES, INC.
Federal Employer ID:	46-5108070
User Who Submitted:	MingerComp.
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>1126404096</b>
Minnesota ID:	3440852
Project Owner:	CITY OF CORCORAN
Project Number:	0846-20-502
Project Begin Date:	01-Aug-2021
Project End Date:	01-Oct-2021
Project Location:	CORCORAN
Project Amount:	\$106,600.00
Subcontractors:	No Subcontractors

### Important Messages

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### Contact Us

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-534-921-120
Submitted Date and Time:	9-May-2022 11:27:56 AM
Legal Name:	OH LANDSCAPES LLC
Federal Employer ID:	41-1801699
User Who Submitted:	dalpaugh370
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>818581504</b>
Minnesota ID:	1906674
Project Owner:	CITY OF CORCORAN
Project Number:	21-5042
Project Begin Date:	01-Apr-2022
Project End Date:	30-Apr-2022
Project Location:	GLEASON PARKWAY
Project Amount:	\$8,850.00
Subcontractors:	No Subcontractors

### Important Messages

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### Contact Us

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### Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

#### Confirmation Summary

Confirmation Number:	1-057-941-408
Submitted Date and Time:	29-Nov-2022 8:46:40 AM
Legal Name:	WARNING LITES OF MINNESOTA INC
Federal Employer ID:	36-4762529
User Who Submitted:	jjewels
Type of Request Submitted:	Contractor Affidavit

#### Affidavit Summary

<b>Affidavit Number:</b>	<b>882085888</b>
Minnesota ID:	3086922
Project Owner:	CITY OF CORCORAN
Project Number:	21-5042
Project Begin Date:	22-Apr-2022
Project End Date:	16-Oct-2022
Project Location:	66TH AVE GLEASON PKY
Project Amount:	\$22,970.62
Subcontractors:	No Subcontractors

#### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

#### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



## Gail Walden

---

**From:** Becky Bettcher <[bbettcher@neatonbrothers.com](mailto:bbettcher@neatonbrothers.com)>  
**Sent:** Friday, September 22, 2023 9:52 AM  
**To:** Gail Walden  
**Subject:** NB IC-134 FW: Your Recent Contractor Affidavit Request

Thank you,

For Future Quotes please send info to [estimating@neatonbrothers.com](mailto:estimating@neatonbrothers.com)

Becky Bettcher

Neaton Brothers Erosion  
PO Box 879  
Watertown, MN 55388  
Ph: 952-955-2412  
Fx: 952-955-3582  
Email: [bbettcher@neatonbrothers.com](mailto:bbettcher@neatonbrothers.com)

---

**From:** MN Revenue e-Services [<mailto:eservices.mdor@state.mn.us>]  
**Sent:** Friday, September 22, 2023 9:51 AM  
**To:** [bbettcher@neatonbrothers.com](mailto:bbettcher@neatonbrothers.com)  
**Subject:** Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-309
Submitted Date and Time:	22-Sep-2023 9:51 AM
Legal Name:	NEATON BROTHERS EROSION
Federal Employer ID:	41-0000000000
User Who Submitted:	N
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	606687232
Minnesota ID:	4990862
Project Owner:	CITY OF CORCORAN
Project Number:	66TH & GLEASON
Project Begin Date:	21-Aug-2021
Project End Date:	22-Jul-2022
Project Location:	CORCORAN
Project Amount:	\$75,429.35
Subcontractors:	No Subcontractors



## Gail Walden

---

**From:** paul@treetopclearing.com  
**Sent:** Wednesday, November 30, 2022 11:37 AM  
**To:** Gail Walden  
**Subject:** FW: Your Recent Contractor Affidavit Request

**Thank you,  
Kate Bauernschmitt  
Office Manager**



**From:** MN Revenue e-Services <eservices.mdor@state.mn.us>  
**Sent:** Wednesday, November 30, 2022 11:36 AM  
**To:** paul@treetopclearing.com  
**Subject:** Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-598-611-872
Submitted Date and Time:	30-Nov-2022 11:35:40 AM
Legal Name:	TREE TOP CLEARING INC
Federal Employer ID:	41-1994761
User Who Submitted:	TreeTop98
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

<b>Affidavit Number:</b>	<b>1160744960</b>
Minnesota ID:	5182073
Project Owner:	CITY OF CORCORAN
Project Number:	21-5042
Project Begin Date:	01-Apr-2021
Project End Date:	13-Apr-2021
Project Location:	CORCORAN, MN
Project Amount:	\$10,076.00
Subcontractors:	No Subcontractors

### Important Messages



To: City of Corcoran  
From: Kent Torve, PE City Engineer  
Nick Wyers, PE

File: 227704115  
Date: October 31, 2023

Subject: County Road 10 and Walnut Lane Turn Lane Improvements - Pay Request #4 & Final

---

### **Council Action Requested**

We recommend approval of Pay Request #4 & Final to Omann Contracting Companies, Inc. in the amount of \$4,283.75 on the County Road 10 and Walnut Lane Turn Lane Improvements Project.

### **Pay Application Summary**

- Contract Amount - \$456,283.21
- Change Orders to Date - \$4,000
- Revised Contract Amount - \$460,283.21
- Total Complete to Date – \$428,374.90
- Less Retainage - \$0.00
- Less Previous Payment - \$424,091.15
- Total This Pay Application - \$4,283.75

### **Project Update**

The County Road 10 and Walnut Lane Turn Lane Improvement project was substantially complete in October 2022 with final vegetation establishment being verified in 2023. Omann Contracting Companies has completed all punch list work on the project, provided the necessary project closeout documentation, and has no work remaining on the project. The contract does include a two-year warranty which will carry forward until October 6, 2024.

Project savings were realized through Hennepin County not requiring temporary striping to be completed as part of this project.

### **Financing**

The total project costs are \$428,374.90 as compared to the revised contract amount of \$460,283.21. This project is funded through the Rush Creek Reserve development escrow.

### **Attachments**

Pay Request #4 & Final  
IC-134 Documents


**SECTION 00 62 76**  
**APPLICATION FOR PAYMENT FORM**

OWNER: City of Corcoran  
PROJECT: County Road 10 and Walnut Lane Turn Lane Improvements  
CONTRACTOR: Omam Contracting Companies, Inc.

PAY ESTIMATE NO. 4 & FINAL

Original Contract Amount:	<u>\$ 456,283.21</u>
Contract Changes approved to Date (List Change Order Numbers): CO #1	<u>\$ 4,000.00</u>
Revised Contract Price :	<u>\$ 460,283.21</u>
Work Completed to Date (attached):	<u>\$ 428,374.90</u>
Retainage to Date, 0%:	<u>\$ -</u>
Work Completed to Date Less Retainage to Date:	<u>\$ 428,374.90</u>
Total Amount Previously Certified:	<u>\$ 424,091.15</u>
Payment Request This Estimate:	<u>\$ 4,283.75</u>

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

  
CONTRACTOR

**CERTIFICATE OF CONTRACTOR**

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated 04/28/2022 between between the City of Corcoran (OWNER) and Omann Contracting Companies, Inc. (CONTRACTOR) and all authorized changes therto:

By Kelly Omann  
Title President

Approval:

(CONTRACTOR)

[Signature] Date 10-12-23  
[Signature] Date 10/31/23

STANTEC CONSULTING SERVICES, INC.

END OF SECTION

Pay Request #4 & FINAL  
 City of Corcoran  
 County Road 16 and Walnut Lane Turn Lane Improvements  
 Project Number: 227704415  
 10/10/2023

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #4 & FINAL October 2023	
						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
BASE BID: 66th Avenue/Gleason Parkway Corridor Improvements											
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 8,750.00	\$ 8,750.00	1	\$ 8,750.00	1.0	\$ 8,750.00	0.0	\$ -
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 3,800.00	\$ 3,800.00	1	\$ 3,800.00	1.0	\$ 3,800.00	0.0	\$ -
3	SAVING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	2410	\$ 2.15	\$ 5,181.50	2410	\$ 5,181.50	2,410.0	\$ 5,181.50	0.0	\$ -
4	REMOVE BITUMINOUS PAVEMENT	SQ YD	1600	\$ 3.30	\$ 5,280.00	1600	\$ 5,280.00	1,600.0	\$ 5,280.00	0.0	\$ -
5	REMOVE CONCRETE CURB AND GUTTER	LIN FT	10	\$ 100.00	\$ 1,000.00	10	\$ 1,000.00	10.0	\$ 1,000.00	0.0	\$ -
6	REMOVE STORM SEWER CULTVERT	LIN FT	88	\$ 42.31	\$ 3,723.28	67	\$ 2,834.77	67.0	\$ 2,834.77	0.0	\$ -
7	REMOVE STORM SEWER DRAINTILE	LIN FT	60	\$ 20.64	\$ 1,238.40	60	\$ 1,238.40	60.0	\$ 1,238.40	0.0	\$ -
8	REMOVE STORM SEWER STRUCTURE	EACH	1	\$ 722.40	\$ 722.40	1	\$ 722.40	1.0	\$ 722.40	0.0	\$ -
9	SALVAGE & REINSTALL SIGN	EACH	7	\$ 376.68	\$ 2,636.76	4	\$ 1,506.72	4.0	\$ 1,506.72	0.0	\$ -
10	SALVAGE & REINSTALL MAILBOX	EACH	1	\$ 200.00	\$ 200.00	0.5	\$ 100.00	0.5	\$ 100.00	0.0	\$ -
11	SALVAGE AND REINSTALL CHAINLINK FENCE	LIN FT	20	\$ 20.64	\$ 412.80	20	\$ 412.80	20.0	\$ 412.80	0.0	\$ -
12	PAVEMENT MARKING REMOVAL	LUMP SUM	1	\$ 1,651.20	\$ 1,651.20	0	\$ -	0.0	\$ -	0.0	\$ -
13	CONNECT TO EXISTING STORM SEWER PIPE	EACH	3	\$ 1,666.68	\$ 5,000.04	4	\$ 6,666.72	4.0	\$ 6,666.72	0.0	\$ -
14	CONNECT TO EXISTING STORM SEWER STRUCTURE	EACH	3	\$ 1,295.16	\$ 3,885.48	3	\$ 3,885.48	3.0	\$ 3,885.48	0.0	\$ -
15	12" RCP SEWER CLASS V	LF	368	\$ 73.27	\$ 26,963.36	404	\$ 29,601.08	404.0	\$ 29,601.08	0.0	\$ -
16	15" RCP SEWER CLASS V	LF	10	\$ 137.26	\$ 1,372.60	16	\$ 2,196.16	16.0	\$ 2,196.16	0.0	\$ -
17	12" RC FLARED END SECTION W/ TRASH GUARD	EACH	4	\$ 2,094.96	\$ 8,379.84	4	\$ 8,379.84	4.0	\$ 8,379.84	0.0	\$ -
18	CONSTRUCT DRAINAGE STRUCTURE - 4' DIA MH	EACH	1	\$ 4,112.52	\$ 4,112.52	1	\$ 4,112.52	1.0	\$ 4,112.52	0.0	\$ -
19	CONSTRUCT DRAINAGE STRUCTURE - 36" DIA CB	EACH	3	\$ 3,059.88	\$ 9,179.64	3	\$ 9,179.64	3.0	\$ 9,179.64	0.0	\$ -
20	INSTALL STRUCTURE SIGN AND MARKER POST	EACH	1	\$ 92.88	\$ 92.88	5	\$ 464.40	5.0	\$ 464.40	0.0	\$ -
21	STRIP, STOCKPILE, AND RESPREAD TOPSOIL	LUMP SUM	1	\$ 13,500.00	\$ 13,500.00	1	\$ 13,500.00	1.0	\$ 13,500.00	0.0	\$ -
22	COMMON EXCAVATION - ONSITE (E/V) (P)	CU YD	2000	\$ 8.25	\$ 16,500.00	2350	\$ 19,387.50	2,350.0	\$ 19,387.50	0.0	\$ -
23	COMMON EXCAVATION - OFFSITE (L/V)	CU YD	250	\$ 12.00	\$ 3,000.00	1440	\$ 17,280.00	1,440.0	\$ 17,280.00	0.0	\$ -
24	COMMON BORROW - IMPORT (L/V)	CU YD	500	\$ 23.20	\$ 11,600.00	0	\$ -	0.0	\$ -	0.0	\$ -
25	LOAM TOPSOIL (L/V)	CU YD	100	\$ 15.45	\$ 1,545.00	0	\$ -	0.0	\$ -	0.0	\$ -
26	SUBGRADE EXCAVATION - OFFSITE (E/V)	CU YD	130	\$ 2.60	\$ 338.00	0	\$ -	0.0	\$ -	0.0	\$ -
27	GEOTEXTILE FABRIC, TYPE V NON-WOVEN (P)	SQ YD	4060	\$ 17.00	\$ 68,820.00	4060	\$ 68,820.00	4,060.0	\$ 68,820.00	0.0	\$ -
28	GRANULAR BORROW	TON	470	\$ 22.15	\$ 10,411.50	0	\$ -	0.0	\$ -	0.0	\$ -
29	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	2280	\$ 22.15	\$ 50,502.00	2726	\$ 60,360.90	2,726.0	\$ 60,360.90	0.0	\$ -
30	AGGREGATE SURFACING CLASS 2, 100% CRUSHED	TON	160	\$ 53.50	\$ 8,560.00	164	\$ 8,774.00	164.0	\$ 8,774.00	0.0	\$ -
31	STABILIZING AGGREGATE, 3" MINUS	TON	230	\$ 29.35	\$ 6,750.50	0	\$ -	0.0	\$ -	0.0	\$ -
32	BITUMINOUS TACK COAT MATERIAL	GAL	220	\$ 3.75	\$ 825.00	230	\$ 862.50	230.0	\$ 862.50	0.0	\$ -
33	TYPE SP 12.5 WEARING COURSE MIXTURE (3.C)	TON	510	\$ 109.00	\$ 55,590.00	464	\$ 50,576.00	464.0	\$ 50,576.00	0.0	\$ -
34	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.C)	TON	1020	\$ 102.00	\$ 104,040.00	941	\$ 95,992.00	941.0	\$ 95,992.00	0.0	\$ -
35	B412 CURB AND GUTTER	LF	140	\$ 25.25	\$ 3,535.00	140	\$ 3,535.00	140.0	\$ 3,535.00	0.0	\$ -
36	B424 CURB AND GUTTER	LF	358	\$ 30.15	\$ 10,793.70	398	\$ 11,989.70	398.0	\$ 11,989.70	0.0	\$ -
37	D424 CURB AND GUTTER	LF	29	\$ 26.12	\$ 757.48	28	\$ 732.16	28.0	\$ 732.16	0.0	\$ -
38	CONCRETE DRAINAGE FLUME	SQ YD	12	\$ 110.00	\$ 1,320.00	5	\$ 550.00	5.0	\$ 550.00	0.0	\$ -
39	3" CONCRETE MEDIAN	SQ FT	808	\$ 4.73	\$ 3,821.84	686	\$ 3,244.78	686.0	\$ 3,244.78	0.0	\$ -

NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL
40	6" CONCRETE WALK	SQ FT	309	15.21	4,699.89	313	4,760.73	313.0	4,760.73	0.0	0.0
41	TRUNCATED DOMES	SQ FT	60	57.79	3,467.40	60	3,467.40	60.0	3,467.40	0.0	0.0
42	SIGN PANELS TYPE C	SQ FT	44	50.05	2,202.20	44	2,202.20	44.0	2,202.20	0.0	0.0
43	INSTALL SIGN TYPE C AND POST	EACH	12	180.60	2,167.20	12	2,167.20	12.0	2,167.20	0.0	0.0
44	PAVEMENT MESSAGE (RT ARROW) PAINT	EACH	2	77.40	154.80	0	0.0	0.0	0.0	0.0	0.0
45	PAVEMENT MESSAGE (LT ARROW) PAINT	EACH	2	77.40	154.80	0	0.0	0.0	0.0	0.0	0.0
46	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	3360	0.33	1,108.80	0	0.0	0.0	0.0	0.0	0.0
47	6" SOLID LINE WHITE - PAINT	LIN FT	1760	0.25	440.00	0	0.0	0.0	0.0	0.0	0.0
48	4" SOLID LINE WHITE - PAINT	LIN FT	600	0.17	102.00	0	0.0	0.0	0.0	0.0	0.0
49	4" BROKEN LINE WHITE - PAINT	LIN FT	360	0.17	61.20	0	0.0	0.0	0.0	0.0	0.0
50	24" SOLID LINE YELLOW - PAINT	LIN FT	520	5.30	2,756.00	0	0.0	0.0	0.0	0.0	0.0
51	MNDOT SEED MIXTURE - 25-131	SQ YD	1670	0.28	467.60	1670	467.60	1,670.0	467.60	0.0	0.0
52	MNDOT SEED MIXTURE - 25-141	SQ YD	3940	0.17	669.80	3940	669.80	3,940.0	669.80	0.0	0.0
53	STABILIZED CONSTRUCTION EXIT - MAINTAINED	LUMP SUM	1	2,000.00	2,000.00	0	0.0	0.0	0.0	0.0	0.0
54	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	580	2.35	1,363.00	0	0.0	0.0	0.0	0.0	0.0
55	SEDIMENT CONTROL LOG (OR BIOROLL) - MAINTAINED	LIN FT	1500	3.60	5,400.00	1000	3,600.00	1,000.0	3,600.00	0.00	0.00
56	INLET PROTECTION - MAINTAINED	EACH	10	177.50	1,775.00	4	710.00	4.0	710.00	0.0	0.0
57	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	135.00	2,700.00	0	0.0	0.0	0.0	0.0	0.0
58	WATER FOR DUST CONTROL	M GAL	20	40.00	800.00	0	0.0	0.0	0.0	0.0	0.0
59	HYDRAULIC TYPE STABILIZED FIBER MATRIX	SQ YD	1670	2.58	4,308.60	1670	4,308.60	1,670.0	4,308.60	0.0	0.0
60	EROSION CONTROL BLANKET CATEGORY 20	SQ YD	3940	2.58	10,165.20	3940	10,165.20	3,940.0	10,165.20	0.0	0.0

TOTAL BASE BID: \$ 456,283.21 \$ 424,374.90 \$ 424,374.90

TOTAL ORIGINAL CONTRACT: \$ 456,283.21 \$ 424,374.90

Change Order #1: Storm Sewer Private Utilities	CO 1.1 WORK AROUND PRIVATE UTILITIES	QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
LUMP SUM	1	4,000.00	4,000.00	1	4,000.00	1	4,000.00
TOTAL CHANGE ORDER #1:	\$	4,000.00	\$	4,000.00	\$	4,000.00	\$
TOTAL REVISED CONTRACT:	\$	460,283.21	\$	428,374.90	\$	428,374.90	\$

CONTRACT SUMMARY

ORIGINAL CONTRACT AWARD AMOUNT	CHANGE ORDER #1	TOTAL	LESS PREVIOUS PAYMENTS	PAY REQUEST #4 & FINAL
\$ 456,283.21	\$ 4,000.00	\$ 460,283.21	\$ 428,374.90	\$ -
\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,283.75	\$ -
\$ 460,283.21	\$ -	\$ 460,283.21	\$ 424,091.15	\$ -

COMPLETE TO DATE	TOTAL
\$ 428,374.90	\$ 428,374.90
\$ -	\$ 4,283.75
\$ 428,374.90	\$ 424,091.15



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-529-327-200
Submitted Date and Time:	12-Oct-2023 7:32:50 AM
Legal Name:	OMANN CONTRACTING COMPANIES INC
Federal Employer ID:	81-0948828
User Who Submitted:	4319297
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	1776635904
Minnesota ID:	4319297
Project Owner:	CITY OF CORCORAN
Project Number:	77561
Project Begin Date:	01-Jun-2022
Project End Date:	09-Sep-2022
Project Location:	COUNTY ROAD 10 TURN LANE
Project Amount:	\$428,374.90

### Subcontractor Summary

Name	ID	Affidavit Number
LEGACY LANDSCAPING & IRRIGATION INC	4848929	1578209280
MOTIV EXCAVATING & SITE WORKS LLC	6515686	309563392
RESTORATION & CONSTRUCTION SERVICES LLC	5068769	981831680
WARNING LITES OF MN INC	3086922	661491712

### Important Messages

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### Contact Us

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	1-529-327-200
Submitted Date and Time:	12-Oct-2023 7:32:50 AM
Legal Name:	OMANN CONTRACTING COMPANIES INC
Federal Employer ID:	81-0948828
User Who Submitted:	4319297
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	1776635904
Minnesota ID:	4319297
Project Owner:	CITY OF CORCORAN
Project Number:	77561
Project Begin Date:	01-Jun-2022
Project End Date:	09-Sep-2022
Project Location:	COUNTY ROAD 10 TURN LANE
Project Amount:	\$428,374.90

### Subcontractor Summary

Name	ID	Affidavit Number
LEGACY LANDSCAPING & IRRIGATION INC	4848929	1578209280
MOTIV EXCAVATING & SITE WORKS LLC	6515686	309563392
RESTORATION & CONSTRUCTION SERVICES LLC	5068769	981831680
WARNING LITES OF MN INC	3086922	661491712

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MN e-Services



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### Contractor Affidavit

LEGACY LANDSCAPING AND IRRIGATION INC.  
81-4954364

### Completed

Confirmation #  
0-690-211-744  
Submitted 12-Oct-2022 06:33:45 AM by Sadie  
Ash  
Completed 12-Oct-2022 06:33:45 AM

### Contractor Affidavit

or Info

✓  
Project Info

✓  
Work

✓  
Hiring Party

✓  
Hiring Party Detail

#### Contractor Information

Affidavit Number	1578209280
Contact Name	Aaron J Schiemann
Contact Phone	(320) 493-5615
Minnesota ID	4848929

#### Project Information

Project Number	227704115
Project Dates	May-2022 to Sep-2022
Project Owner	CITY OF CORCORAN
Project Owner Address	8200 COUNTY ROAD 116 CORCORAN MN 55340

#### Who Worked

My Employees Yes

< Previous

### Hiring Party

Hiring Party

OMANN BROTHERS

Hiring Party Address

OMAN BROTHERS PAVING  
6551 LABEAUX AVE NE  
ALBRETVILLE MN 55301



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MN e-Services



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### Contractor Affidavit Completed

LEGACY LANDSCAPING AND IRRIGATION INC.  
81-4954364

Confirmation #  
0-690-211-744  
Submitted 12-Oct-2022  
06:33:45 AM by Sadie Ash  
Completed 12-Oct-2022  
06:33:45 AM

### Contractor Affidavit



Contractor Info



Project Info



Work

### Project Information

Project Begin Date

01-May-2022

Project End Date

01-Sep-2022

Project Number

227704115

Project Location

CORCORAN

Total Contract Amount

18,183.00

### Project Owner (Government Agency)

Project Owner

CITY OF CORCORAN

Street

8200 COUNTY ROAD 116

Street2

Unit Type

Unit

City

CORCORAN

State

Zip Code

Country

MINNESOTA

55340

USA



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#### Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

#### Confirmation Summary

Confirmation Number:	1-632-480-160
Submitted Date and Time:	12-Oct-2022 7:50:57 PM
Legal Name:	MOTIV EXCAVATING AND SITE WORKS LLC
Federal Employer ID:	84-3668522
User Who Submitted:	Motiv4001
Type of Request Submitted:	Contractor Affidavit

#### Affidavit Summary

Affidavit Number:	309563392
Minnesota ID:	6515688
Project Owner:	CITY OF CORCORAN
Project Number:	2022-05
Project Begin Date:	13-Jun-2022
Project End Date:	30-Sep-2022
Project Location:	CORCORAN
Project Amount:	\$72,269.00
Subcontractors:	No Subcontractors

#### Important Messages

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#### Contact Us

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## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-497-519-520
Submitted Date and Time:	10-Oct-2022 8:22:57 AM
Legal Name:	RESTORATION & CONSTRUCTION SERVICES LLC
Federal Employer ID:	82-0992599
User Who Submitted:	Am@nda
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	981831680
Minnesota ID:	5068769
Project Owner:	CITY OF CORCORAN
Project Number:	77561
Project Begin Date:	05-Jul-2022
Project End Date:	18-Jul-2022
Project Location:	CORCORAN, MN
Project Amount:	\$27,809.35
Subcontractors:	No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.



## Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

### Confirmation Summary

Confirmation Number:	0-254-028-704
Submitted Date and Time:	6-Oct-2022 12:45:00 PM
Legal Name:	WARNING LITES OF MINNESOTA INC
Federal Employer ID:	36-4762529
User Who Submitted:	jjjewels
Type of Request Submitted:	Contractor Affidavit

### Affidavit Summary

Affidavit Number:	661491712
Minnesota ID:	3086922
Project Owner:	CITY OF CORORAN
Project Number:	STANEC 227704115
Project Begin Date:	26-May-2022
Project End Date:	30-Aug-2022
Project Location:	CTY 10 & WALNUT
Project Amount:	\$8,360.12
Subcontractors:	No Subcontractors

### Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

### Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) [withholding.tax@state.mn.us](mailto:withholding.tax@state.mn.us). Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

Please [print this page](#) for your records using the print or save functionality built into your browser.

**STAFF REPORT**

<b>City Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Natalie Davis McKeown
<b>Topic:</b> Street Management Code Updates (City File No. 23-026)	<b>Action Required:</b> Approval

---

**60-Day Review Deadline:** N/A

**1. Request**

The City Council is asked to approve the Summary Ordinance of Ordinance No. 2023-503 for publication as the final step needed to update Chapter 70 and Chapter 71 within the City Code related to street management practices and policies.

**2. City Council Review**

At the October 26, 2023, meeting, the City Council unanimously approved (3-0) the proposed City Code amendments related to weight and parking restrictions on City streets. The summary ordinance for publication in the local newspaper requires a 4/5 vote, and the City Attorney confirmed there must be at least 4/5 of council members present for this type of vote. Therefore, the summary ordinance was tabled for a vote at the next meeting. The adopted ordinance is attached for reference.

**3. Recommendation**

Staff recommends approval of the attached Summary Ordinance which requires a 4/5 vote.

**Attachments**

1. Ordinance 2023-504 for Summary Ordinance for Publication
2. Ordinance 2023-503 Amending Title VII of the City Code



November 9, 2023

**ORDINANCE NO. 2023-504**

**Motion By:  
Seconded By:**

**CITY OF CORCORAN**

**SUMMARY OF ORDINANCE NO. 2023-503**

**AN ORDINANCE AMENDING THE TEXT OF TITLE VII (TRAFFIC CODE) OF THE  
CORCORAN CITY CODE RELATED TO STREET MANAGEMENT (CITY FILE 23-026)**

Title VII of the City Code of the City of Corcoran, Minnesota, is hereby amended to revise practices and processes related to street management within the Traffic Code of the Corcoran City Code.

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
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

Whereupon, said Ordinance is hereby declared adopted on this 9<sup>th</sup> day of November 2023.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Friedrich – City Clerk

*City Seal*

**ORDINANCE NO. 2023-503**

**Motion By:**  
**Seconded By:**

**AN ORDINANCE AMENDING THE TEXT OF CHAPTER 70 AND 71 OF TITLE VII OF  
THE CORCORAN CITY CODE RELATED TO TRAFFIC RULES AND PARKING  
REGULATIONS (CITY FILE 23-026)**

**THE CITY OF CORCORAN ORDAINS:**

**SECTION 1.** Amendment of the City Code. The text of Chapter 70.02 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**70.02 WEIGHT RESTRICTIONS**

The City Council finds that it is in the public interest to regulate the weight of vehicles on city roads and hereby adopts the following regulations:

- a. **Seasonal Weight Limits; Posting.** The Public Works Department may prohibit the operation of vehicles upon any street under the jurisdiction of the city or impose restrictions as to the weight of vehicles to be operated upon any city street when, by reason of deterioration, rain, snow, or climatic conditions, such city street may be damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weight thereof reduced. The Public Works Department shall cause to be posted on any such city street appropriate signs designating such restrictions. The city will follow the State of Minnesota Commissioner of Transportation dates of seasonal load limits. Seasonal load limits shall start with the Metro Zone and end with the Central Zone. However, the City may deem necessary to extend the date or remove the limits early as recommended by the Public Works Department.
- b. **Administrative Regulation of Trucks.** The Public Works Department shall monitor the condition of all streets under the jurisdiction of the city and the use thereof by vehicles over 9,000 pounds gross weight, which vehicles are defined as trucks for purposes of this section. Whenever the Department determines that the excessive use of any city street by trucks has or is likely to endanger public health or safety or that such use has or may damage or destroy the street due to any condition, including but not limited to, street deterioration, rain, snow, climatic conditions, soil or subsurface conditions, or sight lines, the Department may regulate, restrict, or prohibit truck traffic on the street. The Department may set conditions or limitations on the use of the street to protect public health and safety or to prevent damage to the street, including requiring that a letter of credit or other financial guarantee be posted to compensate the city for damage to the street, establishing haul routes and restricting hours of operation. Any person aggrieved by a decision of the Public Works Department regarding regulation of truck traffic under this section may appeal that decision to the City Council. The City Council may continue, modify or terminate the regulations as it deems appropriate in order to protect public health and safety and to prevent or minimize damage to the city streets.

**ORDINANCE NO. 2023-503**

- c. **Weight Limits; Seasonal Restrictions.** Subdivision 1, Probation: Weight. It is unlawful to operate any vehicle or a combination of vehicles upon any public street, alley or highway within the city, between the dates set by the Commissioner of Transportation each calendar year where the gross weight on any single axle exceeds ~~8,000~~ 10,000 pounds on all city roads, unless otherwise posted, except that this limitation does not apply to emergency vehicles of public utilities used incidental to making emergency repairs to its plant or equipment within the city; nor to vehicles identified in Minnesota Statute, section 169.87, Subds. 2-6; and section 169.801 nor shall this limitation apply to roads paved with concrete.

**Subd. 1. Posting of Signs.** Upon the adoption of any prohibition or restriction as provided for in this Section, the Public Works Department and/or City Engineer shall cause to be posted or erected, signs plainly indicating the prohibition or restriction at each end of the street or alley or that portion of any street or alley affected thereby, and the prohibition or restriction is effective until after such signs so posted or erected are removed.

- d. **Restrictions Generally.** Prohibited vehicles – All motor vehicles, tractors, trailers, or any machine or instrument that is driven, pulled, pushed, or parked having axle weights over ~~four~~ five tons per axle are prohibited from traveling on any city street posted with weight restrictions in the city.

e. **Permits for Vehicles in Excess Of Weight Limitations.**

1. The Public Works Department may issue an “emergency overweight permit” authorizing an individual to travel with a vehicle having axle weight exceeding the restrictions herein set forth or otherwise posted on the street. The individual must make written application to the Public Works Department showing good cause for the emergency overweight permit. The application shall specifically describe the vehicle or vehicles, and the streets and particular routes to be traveled. Emergency overweight permits shall be valid for only a 24-hour period. If granted, the emergency overweight permit shall be carried in the vehicle and shall be open to inspection.
2. The ~~City Council~~ Public Works Director or designee may issue an “overweight permit” authorizing an individual to travel with a vehicle having an axle weight exceeding the restrictions herein set forth or otherwise posted on the street. The individual receiving such overweight permit must make written application to the ~~City Council~~ Public Works Director or designee showing good cause for the permit. The application shall specifically describe the vehicle or vehicles, the street and particular routes traveled, ~~and~~ the period of time for which the permit is requested and may require a financial guarantee be posted to compensate the City for damage to the street. The application will be reviewed by the City Engineer and the Public Works Department for recommendation, and may, at the discretion of the Public Works Director, be forwarded to the City Council for review. If granted, the permit shall be carried in the vehicle at all times and shall be open to inspection.
- ~~3. The Public Works Department may issue an “overweight permit” authorizing an individual to travel with a vehicle having axle weight exceeding the restrictions herein set forth or otherwise posted on the street. The applicant must meet the following requirements:~~
  - ~~a. Applicant must be a resident of Corcoran~~

**ORDINANCE NO. 2023-503**

- ~~b. Applicant must have a valid Home Occupation permit~~
- ~~c. Permitted vehicle must be used as a commercial vehicle~~
- ~~d. Permitted vehicle must be parked at the applicant's residence in Corcoran~~
- ~~e. Permitted vehicle exceeds 4 tons per axle but no more than 5 tons per axle~~
- ~~f. Issued Permit must be maintained in the permitted vehicle~~
- ~~g. Permits will be issued on an annual basis without a fee to the applicant~~

4. 3. Issuance of an emergency overweight permit or overweight permit imposes upon the holder of the permit all responsibility for damage caused to the designated routes by such excess load and the holder of the permit shall reimburse the city for all reasonable and necessary expenditures to repair and replace the street to its formed condition.

**SECTION 2. Amendment of the City Code.** The text of Chapter 71 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**71: PARKING REGULATIONS**

**71.01: RESTRICTED PARKING.**

- A. No person shall park a motor vehicle on any public street within the city between the months of November 1 and April 1, between the hours of 1:00 AM to 7:00 AM. Penalty, see ' 10.99
- B. No parking on any city street shall be allowed at any times if snowfall is 2" or greater. This will be in effect until such roads are plowed and snow has been removed from such roads.
- C. No vehicle of 10,000 gross weight or greater shall park on any city street unless authorized by the Police Chief or Public Works Director.

**71.02: OWNER RESPONSIBILITY.**

The registered owner of a motor vehicle shall be deemed responsible for any violation of ' 71.01.

**71.03: EMERGENCY PARKING REGULATIONS.**

- A. **Definitions.** For purposes of this section, the term "emergency" shall mean any condition upon any public street, including the presence of snow, freezing rain, sleet, ice or other phenomenon, which condition creates or is likely to create any hazardous road condition or impedes or is likely to impede the free movement of traffic, when such condition shall have been declared by the City Administrator, or a designated agent of the City Administrator.
- B. **Declaration.** Upon the existence of an emergency as defined herein, the City Administrator, or a designated agent of the City Administrator may, in the discretion of such person, declare that an emergency exists, whereupon such person shall notify any radio or television station having facilities within or near the City, and request that such

**ORDINANCE NO. 2023-503**

media cooperate with the City in giving notice of such emergency to the community. The emergency regulations set forth below shall become effective two (2) hours after such notice has been given by the City to such news media.

- C. **Unlawful Acts.** During an emergency, it is unlawful for any person, as driver or operator of a vehicle, or as the registered owner of such vehicle, to park, stop or leave standing, or cause, allow, or permit to be parked, stopped or left standing, whether knowingly or unknowingly, any such vehicle upon any street until the conclusion of the declared parking emergency.

**71.04: IMPOUNDING OF VEHICLES.**

A vehicle parked in violation of this Chapter may be removed from any public street or public grounds by any police officer or City official when the vehicle is left unattended and constitutes an obstruction of traffic or hinders snow removal, street improvement, maintenance operations, firefighting, or other lawful purpose. The vehicle may be towed away to any garage, service station, or other place of safekeeping. Such vehicles shall not be released until the fees for towing and storage are paid in addition to any fine imposed for any violation of this chapter. The removal of a vehicle by or under the direction of the police officer or other City official does not prevent the prosecution of a violation of this chapter.

**SECTION 3. Effective Date**

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

**ADOPTED** by the City Council on the 26<sup>th</sup> day of October 2023.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

---

**Tom McKee - Mayor**

**ATTEST:**

---

**Michelle Friedrich – City Clerk**

**City Seal**

# STAFF REPORT

Agenda Item: 7g.

<b>City Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Natalie Davis McKeown
<b>Topic:</b> Accessory Structure Ordinance Zoning Ordinance Amendment (City File No. 23-021)	<b>Action Required:</b> Approval

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**60-Day Review Deadline:** N/A

### 1. Request

The City Council is asked to approve the Summary Ordinance of Ordinance No. 2023-508 for publication as the final step needed to update the Zoning Ordinance as it relates to required eaves and overhangs for accessory structures.

### 2. City Council Review

At the October 26, 2023, meeting, the City Council unanimously approved (3-0) the proposed Zoning Ordinance Amendment with updates to the eaves and overhangs requirements of accessory structures. The summary ordinance for publication in the local newspaper requires a 4/5 vote, and the City Attorney confirmed there must be at least 4/5 of council members present for this type of vote. Therefore, the summary ordinance was tabled for a vote at the next meeting. The adopted ordinance is attached for reference.

### 3. Recommendation

Staff recommends approval of the attached Summary Ordinance which requires a 4/5 vote.

### Attachments:

1. Ordinance 2023-509 for Summary Ordinance for Publication
2. Ordinance 2023-508 Amending Section 1030.020 of the Zoning Ordinance

City of Corcoran  
County of Hennepin  
State of Minnesota

**ORDINANCE NO. 2023-509**

**Motion By:**  
**Seconded By:**

**CITY OF CORCORAN**

**SUMMARY OF ORDINANCE NO. 2023-508**

**AN ORDINANCE AMENDING THE TEXT OF TITLE X OF THE CORCORAN CITY CODE  
RELATED TO ACCESSORY BUILDING STANDARDS (CITY FILE 23-021)**

Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended by changing the text of Section 1030.020 of the Zoning Ordinance of the Corcoran City Code regarding eave and overhang requirements.

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**
- Nichols, Jeremy**
- Schultz, Alan**
- Vehrenkamp, Dean**

**VOTING NAY**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Vehrenkamp, Dean**

**Whereupon, said Ordinance is hereby declared adopted on this 9<sup>th</sup> day of November 2023.**

\_\_\_\_\_  
**Tom McKee - Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Friedrich – City Clerk**

*City Seal*

**ORDINANCE NO. 2023-508**

**Motion By:**  
**Seconded By:**

**AN ORDINANCE AMENDING THE TEXT OF SECTION 1030.020, SUBD. 5 OF THE ZONING ORDINANCE OF THE CORCORAN CITY CODE RELATED TO ACCESSORY BUILDING STANDARDS (CITY FILE 23-021)**

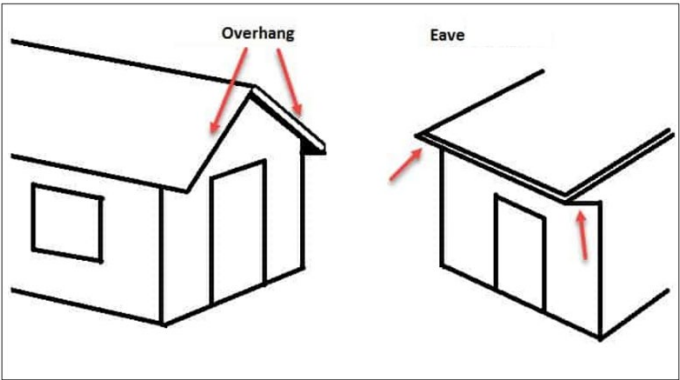
**THE CITY OF CORCORAN ORDAINS:**

**SECTION 1. Amendment of the City Code.** The text of Section 1030.020, Subd. 5 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. 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. All accessory structures shall be constructed with eaves and overhangs that are a minimum of 12 inches in length. The following sidewall heights, eaves, and overhang standards shall exist:

Sidewall Height	Eaves (minimum)	Overhang (minimum)
<del>10' or less</del>	12"	12"
<del>10'—12'</del>	12"	18"
<del>12'—13'6" to provide for a 12' door</del>	12"	24"



**Section 2. Effective Date**

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

**ADOPTED** by the City Council on the 26<sup>th</sup> day of October 2023.



**ORDINANCE NO. 2023-508**

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Friedrich – City Clerk

*City Seal*

# STAFF REPORT

Agenda Item: 7h.

<b>City Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Natalie Davis McKeown
<b>Topic:</b> Minor Subdivision and Zoning Ordinance Revisions (City File No. 23-022)	<b>Action Required:</b> Approval

---

**60-Day Review Deadline:** N/A

### 1. Request

The City Council is asked to approve the Summary Ordinance of Ordinance No. 2023-510 for publication as the final step needed to update the Subdivision and Zoning Ordinances as it relates to typographical errors, inconsistencies, and non-controversial items such as increasing the public hearing notification radius to 500’.

### 2. City Council Review

At the October 26, 2023, meeting, the City Council unanimously approved (3-0) the proposed Subdivision and Zoning Ordinance amendments with updates to 77 sections of the City Code. The summary ordinance for publication in the local newspaper requires a 4/5 vote, and the City Attorney confirmed there must be at least 4/5 of council members present for this type of vote. Therefore, the summary ordinance was tabled for a vote at the next meeting. The adopted ordinance is attached for reference.

### 3. Recommendation

Staff recommends approval of the attached Summary Ordinance which requires a 4/5 vote.

### Attachments

1. Ordinance 2023-511 for Summary Ordinance for Publication
2. Ordinance 2023-510 Amending Title IX and Title X of the City Code

**ORDINANCE NO. 2023-511**

**Motion By:  
Seconded By:**

**CITY OF CORCORAN**

**SUMMARY OF ORDINANCE NO. 2023-510**

**AN ORDINANCE AMENDING THE TEXT OF TITLE IX (SUBDIVISION ORDINANCE) AND TITLE X (ZONING ORDINANCE) OF THE CORCORAN CITY CODE TO ADDRESS MINOR CODE UPDATES (CITY FILE 23-022)**

Title IX and Title X of the City Code of the City of Corcoran, Minnesota, is hereby amended to address minor code revisions within the Subdivision Ordinance and Zoning Ordinance of the Corcoran City Code.

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
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

Whereupon, said Ordinance is hereby declared adopted on this 9<sup>th</sup> day of November 2023.

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_  
Michelle Friedrich – City Clerk

*City Seal*

**ORDINANCE NO. 2023-510**

**Motion By:**  
**Seconded By:**

**AN ORDINANCE AMENDING THE TEXT OF TITLE IX AN TITLE X OF THE  
CORCORAN CITY CODE RELATED TO MINOR CODE UPDATES (CITY FILE 23-022)**

**THE CITY OF CORCORAN ORDAINS:**

**SECTION 1. Amendment of the City Code.** The text of Section 915.020 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**915.020 – DEFINITIONS**

~~**Greenway Corridor Land:** Land located in the mapped boundary identified as such on the 2030 Comprehensive Plan Natural Resources Map.~~

**Upland:** land not classified as a wetland, a floodplain, below the 100-year ordinary high-water level, or a water body and is generally dry.

**SECTION 2. Amendment of the City Code.** The text of Section 925.010 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**925.010 – PREMATURE SUBDIVISION PROHIBITED.**

Any proposed subdivision deemed premature for development shall not be approved by the City Council. A subdivision ~~shall~~ may be deemed premature if the Council determines that any of the following conditions exist. ~~The burden of proof shall be upon the subdivider to show that the proposed subdivision is not premature.~~

**SECTION 3. Amendment of the City Code.** The text of Section 930.010 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**Subd. 1. Filing.** A preliminary plat application shall be filed with the Zoning Administrator on an official application form. The application shall be accompanied by the fee as set forth in the City Code. The application shall also be accompanied by detailed written and graphic materials, the number and size as prescribed by the Zoning Administrator, fully describing the proposed plat, together with a set of mailing labels of all property owners located within ~~350~~ 500 feet of the site in a format prescribed by the Zoning Administrator. The application shall be considered as being officially submitted and complete when the subdivider has complied with all the specified submittal requirements, as described in this Section. If the subdivision requires any variances from the provisions of this Chapter, an application pursuant to Section 970 of this Chapter shall also be submitted before the preliminary plat application shall be deemed complete.

**Subd. 2. Staff Analysis.** Upon receiving a complete application, as determined by staff

### ORDINANCE NO. 2023-510

review, the Zoning Administrator shall refer copies of the preliminary plat to the City staff and other applicable public agencies as needed in order to receive written comments. Preliminary plats including land abutting an existing or proposed trunk highway and/or highway under county jurisdiction shall also be submitted to the Minnesota Commissioner of Transportation and/or the Hennepin County Transportation Planning Division as required by state law, at least thirty days prior to City action on the preliminary plat. The Zoning Administrator shall instruct the appropriate staff person to 1) coordinate an analysis of the application, 2) prepare technical reports, and 3) assist in preparing a recommendation to the Planning Commission and City Council.

**Subd. 3. Public Hearing Notice.** Upon completion of staff's analysis of the application, the Zoning Administrator, when required, shall set a public hearing date for an upcoming Planning Commission meeting. Notice of the hearing, including a description of the request and the legal description of the property, shall be published in the City's Official Newspaper at least 10 days prior to the hearing. Written notification of the hearing shall also be mailed to all property owners located within ~~350~~ 500 feet of the site at least 10 days prior to the hearing. Failure of a property owner to receive mailed notice or defects in the notice shall not invalidate the proceedings.

**SECTION 4. Amendment of the City Code.** The text of Section 930.020, Subd. 6 of the Corcoran City Code is hereby amended by and adding the underlined material as follows:

F. A topographic survey and certified wetland delineation report are required for preliminary plat applications. A waiver from the topographic survey and wetland delineation requirements can be granted to the property or properties that do not propose improvements or further subdivision. The request requires submittal of a land use application form, narrative, concept plan, and required fee per the adopted fee schedule. The request will be reviewed by the Zoning Administrator and City Engineer to determine if the proposal requires either a topographic survey or wetland delineation. The Zoning Administrator can grant the waiver. If the waiver is denied, the applicant can request an appeal with the City Council.

**SECTION 5. Amendment of the City Code.** The text of Section 940.030, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**Subd 4.** A Planned Unit Development (PUD) will be required for any application type that proposes a deviation from minimum lot standards, ~~and/or~~ the use of off-~~lotsite~~ septic or well, or the use of community septic or well.

**SECTION 6. Amendment of the City Code.** The text of Section 940.050, Subd. 1(D)(4) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

4. Variations from the minimum lot standards, the dimensional requirements for lot size, setbacks or impervious surface, the use of off-site septic or well, or the use of community septic or well may be approved with a PUD if the City Council finds that the request is consistent with the PUD standards.

**SECTION 7. Amendment of the City Code.** The text of Section 945.020, Subd. 19(C) of the

**ORDINANCE NO. 2023-510**

Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**Subd. 19. Dead-End Streets, Stub Streets and Cul-de-Sac Streets (permanent and temporary).**

- A. Dead-End Streets. Dead-end streets shall be prohibited, except as stub streets.
- B. Stub Streets. Stub streets shall be installed to permit future street extensions into adjoining tracts, where appropriate. Barricades shall be installed at the end of stub streets and signage shall be provided indicating a future street connection
- C. Cul-de-Sac Streets (permanent). Cul-de-sac streets may be installed where necessary due to topography, configuration of land, existing road layouts or other special circumstances. Maximum length of a cul-de-sac street shall not exceed the Corcoran Engineering Design Standards.

**SECTION 8. Amendment of the City Code.** The text of Section 945.020, Subd. 20 of the Corcoran City Code is hereby amended by adding the underlined material as follows:

- B. Private Drives in Urban Residential Districts. In conjunction with the review of plats within Urban Residential Districts within the Metropolitan Urban Service Area, the City Council may approve private drives provided that all of the following conditions are met:
  - 1. The council finds that a public street connection is not required for the public street network.
  - 2. Design Standards.
    - a. A private drive shall not exceed 2,640 feet in length unless it forms a continuous connection or loops back to a public street. Any such private drive with a terminus 1,320 feet or more from the nearest intersection will be required to provide a cul-de-sac at the closed end according to City Engineering Standards.
    - b. The subdivider shall provide access to lots via public streets. Private drives are subject to the access standards of 945.020, Subd.12, D and 945.020 Subd. 12, F.
    - c. Roadway standards must comply with Section 945.010, Subd. 5 (Engineering Design Standards). Private drives shall conform to the City of Corcoran Standard Detail Plates for shared driveways, as may be amended. The City Engineer may require additional site information and may require additional design standards that enhance safety.
    - d. Individual unit driveways that gain access from any such private drive shall be a minimum of 22 feet in length.

**ORDINANCE NO. 2023-510**

- e. A decorative sign stating "Private Drive" shall be located near each entrance to a private drive. Such sign shall also provide the range of addresses served by the private drive.

**SECTION 9. Amendment of the City Code.** The text of Section 970.040, Subd. 1(B) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- B. Upon receipt of a complete application, as determined by staff review, and following preliminary staff analysis of the application and request, the Zoning Administrator, when appropriate, shall establish a schedule for consideration by the Planning Commission. At least 10 days before the date of the Planning Commission meeting, a written notice of the request shall be mailed to all owners of property located within 350,500 feet of the boundaries of the property which is the subject of the application.

**SECTION 10. Amendment of the City Code.** The text of Section 1020.020 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1020.020 - DEFINITIONS**

**BUILDING LINE:** ~~A line parallel to the street right-of-way, street easements or ordinary high water level at any story level of a building and representing the minimum distance that all or any part of the building is set back from said right-of-way, easement or ordinary high water level. The case of street easements, the building line shall be the required front setback plus 1/2 the easement width measured from the centerline. A line within a lot parallel to a public right-of-way, a side or rear lot line, a bluff line, or a high-water mark or line, behind which buildings or structures are placed.~~

**DAY CARE FACILITY:** Any public or private facility licensed by the State of Minnesota, that regularly provides one or more persons with care, training, supervision, habilitation, rehabilitation or development guidance on a regular basis for a period less than 24 hours per day. Day Care facilities include, but are not limited to: family day care homes, group family day care homes, day care nurseries, day nurseries, nursery schools, Preschools, Montessori schools, as defined by Minnesota State Statutes, Chapter 245A. Day care facilities are not residential facilities as defined by this Section.

**DAY CARE FACILITY, HOME:** A day care facility that is operated out of the private residence of the day care operator.

**DAY CARE FACILITY, COMMERCIAL:** A day care facility that is operated out of commercial property rather than the private residence of the day care operator.

**DWELLING, MULTIPLE FAMILY (APARTMENT):** A building designed with 3 or more dwelling units exclusively for occupancy by 3 or more families living independently of each other, ~~but sharing hallways and main entrances and exits.~~

~~**DWELLING, MULTIPLE FAMILY:** Three or more dwelling units grouped into one building, including apartments.~~

**DWELLING, TOWNHOME:** A single-family dwelling unit constructed within a group of more than two attached units in which each unit extends from the foundation to the roof, has direct exterior

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access, and has open space on at least one side. A townhome is not considered an apartment or multiple-family dwelling.

**SETBACK:** The minimum horizontal distance between a structure and the nearest lot line, except that if an outlot for a public trail separates such lot line from a street right-of-way, setback shall mean the minimum horizontal distance between a structure and the street right-of-way line. Additionally, within the shoreland districts setback shall mean the minimum horizontal distance between a structure or a sewage treatment system and the ordinary high water level. For purposes of earth shelter buildings only, above grade portions shall be used in determining setback requirements. In all cases, distances are to be measured from the most outwardly extended portion of the structure at ground level, except as provided hereinafter. In the case of street easements, the setback shall be the required front setback plus ½ the easement width measured from the centerline.

**STRUCTURE:** Anything which is built, constructed or erected on the ground or attached to the ground or on-site utilities; an edifice or building of any kind; or any piece of work artificially built up and/or composed of parts joined together in some definite manner whether temporary or permanent in character. Among other things, structures include but are not limited to buildings, factories, sheds, detached garages, cabins, manufactured homes, gazebos, decks, retaining walls, walls, fences, and swimming pools, but excluding patios and similar at-grade improvements, fences less than ~~six (6)~~ seven (7) feet in height which do not have the potential to obstruct flood flows, and recreational vehicles that meet the exemption criteria of Section 1050.030 Subd. 9.D. of this ordinance.

**SECTION 11. Amendment of the City Code.** The text of Section 1030.020, Subd. 3 of the Corcoran City Code is hereby amended by adding the underlined material as follows:

- E. At-grade improvements, such as decks and patios, can encroach up to six feet into required setbacks except that the improvement must remain outside of any drainage and utility easements.

**SECTION 12. Amendment of the City Code.** The text of Section 1030.020, Subd. 5(C)(3) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- 3. Accessory buildings with accessory dwelling units may exceed these height limits when approved as part of the applicable review process for the accessory dwelling unit ~~interim-use permit~~ provided all other performance standards for accessory buildings are met.

**SECTION 13. Amendment of the City Code.** The text of Section 1030.100, Subd. 6 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 6. Special Home Occupation - Administrative Permit.

- A. This permit may be issued by the City Administrator or assigned staff based upon proof of compliance with the provisions of this Section. Application for the permit shall be submitted to the City with an associated fee as established by the City Council. Prior to issuance of the permit, a notice of intent shall be sent to all property owners within ~~350~~ 500 feet of the perimeter of the applicant's property.



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**SECTION 14. Amendment of the City Code.** The text of Section 1040.020, Subd. 1 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.020 – URBAN RESERVE DISTRICT (UR)**

Subd. 1. Purpose. The intent of the Urban Reserve district is to preserve areas where urban services are planned, as shown on the 20~~34~~40 Comprehensive Plan, but not yet available. The large minimum lot area will retain these lands in their natural state or as agricultural uses until sanitary sewer, water, streets and other public infrastructure is available and new development occurs. This will allow orderly development to occur. The purpose of this district is to provide a holding zone until a landowner/developer makes application for development, at which time the City may rezone the affected property consistent with its designation in the Comprehensive Plan, provided that the development does not result in the premature extension of public utilities, facilities, and services as specified above. The district does allow limited use of development rights prior to sewer and water services through clustering of lots as outlined in Subd. 7. of this Section.

**SECTION 15. Amendment of the City Code.** The text of Section 1040.020, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 2. Permitted Uses.
- A. Agriculture and Tree Farms.
  - B. Day Care Facilities, Home State licensed, as defined by statute.

**SECTION 16. Amendment of the City Code.** The text of Section 1040.020, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 4. Conditional Uses. The following are conditional uses, subject to the conditions outlined in Section 1070.020 of this Ordinance and the specific standards and criteria that may be cited below for a specific use:
- A. Commercial Feedlots, subject to MPCA (Minnesota Pollution Control Agency) requirements.
  - B. Commercial Riding Stables, subject to Chapter 81 of the City Code.
  - C. ~~Day Care facilities accessory to educational facilities or Places of Worship/Assembly.~~
    - ~~1. The structure and operation shall be in compliance with State of Minnesota Department of Human Services regulations and shall be licensed accordingly.~~
    - ~~2. All signage shall comply with Chapter 84 (Sign Ordinance) of the Corcoran City Code.~~

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~~3. No expansion of non-conforming structures or uses is allowed.~~

~~4. The use shall comply with the conditional use permit standards in Section 1070.020 of the Zoning Ordinance.~~

~~DC.~~ Golf Courses and other outdoor recreational facilities of a commercial nature.

~~ED.~~ Greenhouses and Nurseries, subject to the following:

1. When abutting a residential use or district, the property shall be screened and landscaped in accordance with this Chapter. All structures shall be set back at least 100 feet from any residential property line.
2. On-site storage and use of pesticides and fertilizers shall meet the standards of the Minnesota Department of Agriculture.
3. Adequate off-street parking is provided on an improved surface as required by this Ordinance.
4. Adequate parking, loading and maneuvering areas shall be provided.
5. Loading areas are screened from adjacent residential uses.
6. Well and Septic Systems can be accommodated on site to serve the proposed facility.
7. Not more than 30 percent of the site area shall be covered with buildings or other structures.
8. Hours for retail sale of product to customers shall be limited to 7:00 a.m. to 9:00 p.m.
9. Lighting shall comply with all ordinance requirements. If more than 25 percent of the greenhouse spaces are to be lit at night, they shall be screened from residential properties by use of a retractable curtain, landscaping, buildings or other methods to prevent light pollution, including sky glow.
10. The site complies with the minimum lot area standards for the district.
11. Sale of accessory items shall be permitted, provided they do not generate more than 20 percent of the sales (measured by retail value or sales volume) for the business nor cover more than 10 percent of the site area.
12. At least 50 percent of the nursery stock to be sold on site must be grown on site.
13. The provisions of Section 1070.020 of this Ordinance are considered and satisfactorily met.

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**FE.** Living quarters, which are provided accessory to a principal agricultural use, subject to the following:

1. The living quarters are not used as rental property.
2. A maximum of one such accessory dwelling shall be allowed.
3. There is a demonstrated need for such a facility for the permitted agricultural use.
4. The farm includes a minimum of 30 acres.
5. The structure complies with all other Zoning Ordinance requirements.

**GF.** Towers and Antennas (freestanding) as regulated by Section 1060.100 (Telecommunications Services) of the Zoning Ordinance.

**SECTION 17. Amendment of the City Code.** The text of Section 1040.020, Subd. 9 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 9. Area Requirements. The following minimum requirements shall be met in the UR district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

Minimum lot area	20 acres
Minimum lot width	300 feet
Minimum lot depth	300 feet
Minimum Principal Structure Setbacks:	
Front , from Major Roadways*	100 feet
Front, from all other streets	50 feet
Front Porch (≤ 120 square feet)	40 feet
Side	25 feet
Rear	30 feet
Maximum Principal Building Height	35 feet

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 18. Amendment of the City Code.** The text of Section 1040.020, Subd. 5 of the Corcoran City Code is hereby amended by removing 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 below for a specific use:

- A. Conditional Home Occupation License (CHOL) as allowed by Section 1030.100 (Home Occupations) of the Zoning Ordinance.

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- B. Development in the 20~~34~~0 Metropolitan Urban Service Area (MUSA)(as depicted on the official Zoning Map) prior to availability of municipal sewer and water, subject to the following:

**SECTION 19. Amendment of the City Code.** The text of Section 1040.020, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Clustering Option. This Section provides for optional clustering of lots on those properties with development rights as recorded on the official City of Corcoran “Development Rights Map” on file at City Hall at the time of adoption of this Ordinance. Lots may be considered for clustering based on the following minimum standards:

- A. Clustering shall only be considered on those properties guided for residential land use on the 20~~34~~0 Comprehensive Plan.
- B. An approval for a rezoning of the property, consistent with the residential land use category of the 20~~34~~0 Comprehensive Plan shall be made at the same time as the subdivision of the property.
- C. All procedures for a standard subdivision as provided in Section 930 and 935 of the Subdivision Ordinance shall be followed with the addition of the following:
1. Buildable lots cannot exceed the number of development rights issued to the property. The number of rights is based on Subd. 8 of this Section.
  2. The maximum lot area of each created clustered lot shall not exceed two times the minimum lot area for a single family dwelling in the zoning district that is compatible with the land use category in which the property is located.
  3. The proposed development will not preclude full utilization of the site development potential when municipal infrastructure services are available. A ghost plat shall be designed for all outlot areas at the same time as the Preliminary and Final Plat is reviewed and approved. The ghost plat shall indicate future access, internal road network, future lot divisions and new lot layout based on zoning district requirements along with density as guided by the 20~~34~~0 future land use plan and connection to municipal infrastructure.

**SECTION 20. Amendment of the City Code.** The text of Section 1040.030, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 2. Permitted Uses.

- A. Agriculture and Tree Farms.
- B. Day Care Facilities, Home State licensed, as defined by statute.

**SECTION 21. Amendment of the City Code.** The text of Section 1040.030, Subd. 4(F) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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F. Places of Worship/~~Assembly~~.

**SECTION 22. Amendment of the City Code.** The text of Section 1040.030, Subd. 5(C) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

C. Event Centers, subject to the following:

1. The hours of operation shall be no later than 10:00 p.m. daily.

**SECTION 23. Amendment of the City Code.** The text of Section 1040.030, Subd. 8 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 8. Area Requirements: The following minimum requirements shall be met in the RR district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

Minimum lot area	2 acres
Minimum lot width	200 feet
Minimum lot depth	300 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	50 feet
Front Porch (≤ 120 square feet)	40 feet
Side	25 feet
Rear	25 feet
Maximum Principal Building Height	35 feet

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 24. Amendment of the City Code.** The text of Section 1040.040, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.040 – RSF-1 (SINGLE FAMILY RESIDENTIAL) ZONING DISTRICT**

Subd. 1. Purpose. The purpose of the RSF-1 district is to provide large, urban lots for single family homes and directly related complementary uses. The district includes existing neighborhoods that are currently served by private wells and septic systems. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area. New development is intended to create low-density residential areas and to preserve and enhance transitional residential areas between lower and higher densities in areas served by public utilities. Areas zoned RSF-1 are guided Low Density Residential on the City’s 20~~34~~40 Comprehensive Plan.

Subd. 2. Permitted Uses.

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A. Day Care Facilities, ~~Home State licensed, as defined by statute.~~

**SECTION 25. Amendment of the City Code.** The text of Section 1040.040, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

Minimum Lot Area	20,000 square feet
Minimum lot width	100 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	40 feet
Front Porch (≤ 120 square feet)	30 feet
Side (living)	10 feet
Side (garage)**	5 feet
Rear	30 feet
Maximum Principal Building Height	35 feet

\*Major Roadways are state highways and county roads, Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.

**SECTION 26. Amendment of the City Code.** The text of Section 1040.045, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.045 – RSF-2 (SINGLE FAMILY RESIDENTIAL) ZONING DISTRICT**

Subd. 1. Purpose. The purpose of the RSF-2 district is to provide urban sized lots for single family homes and directly related complementary uses. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area. New development is intended to create low-density residential areas in moderate lot sizes to meet overall density requirements and provide greater variety in the housing choices. Areas zoned RSF-2 are guided Low Density of the City’s ~~2034~~ 2040 Comprehensive Plan.

Subd. 2. Permitted Uses.

A. Day Care Facilities, ~~Home State licensed, as defined by statute.~~

**SECTION 27. Amendment of the City Code.** The text of Section 1040.045, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Area Requirements. The following minimum requirements shall be met in the RSF-2 district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

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Minimum Lot Area	11,000 sq. ft.
Minimum lot width	80 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	20 feet
Front Porch (≤ 120 square feet)	15 feet
Side (living)	10 feet
Side (garage)**	5 feet
Rear	30 feet
Maximum Principal Building Height	35 feet

\*Major Roadways are state highways and county roads, Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.

**SECTION 28. Amendment of the City Code.** The text of Section 1040.050, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.050 – RSF-3 (SINGLE AND TWO-FAMILY RESIDENTIAL) ZONING DISTRICT**

Subd. 1. Purpose. The RSF-3 district is intended to provide for new single-family neighborhoods with a lot area that is smaller than the City’s traditional single-family lot as well as directly related, complementary uses. This zoning district is intended to be the primary single-family zoning district for future residential developments. The smaller lot area will make efficient use of the City’s land supply and investment in public utilities and allow the City to efficiently protect and preserve its natural resources such as wetlands and woodlands. In addition, the smaller lot area will help the City meet its density goal for new single-family homes. Single family homes, as well as two-family dwellings are allowed in this district. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area. Areas zoned RSF-3 are guided Low Density on the City’s ~~2034~~ 2040 Comprehensive plan. Development within this district is required at a minimum density of 3.0 units per net acre up to a maximum of 5.0 units per acre.

Subd. 2. Permitted Uses.

A. Day Care Facilities, Home State licensed, as defined by statute.

**SECTION 29. Amendment of the City Code.** The text of Section 1040.050, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Area Requirements: The following minimum requirements shall be met in the RSF-3 district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

	Single Family	Two-Family dwellings and other uses
Minimum Lot Area	7,500 square feet	15,000 square feet
Minimum lot width	65 feet	100 feet
Minimum Principal Structure		



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Setbacks:		
Front, From Major Roadways*	100 feet	100 feet
Front, From all other streets	20 feet	25 feet
Front Porch (≤ 120 square feet)	15 feet	N/A
Side (living)	10 feet	10 feet
Side (garage)**	5 feet	5 feet
Rear	30 feet	25 feet
Maximum Principal Building Height	35 feet	35 feet

\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~

**SECTION 30. Amendment of the City Code.** The text of Section 1040.060, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.060 – RMF-1 (MEDIUM DENSITY RESIDENTIAL) ZONING DISTRICT**

Subd. 1 Purpose. The purpose of the RMF-1, Medium Density Residential District is to allow a variety of housing types including single-family homes, two-family dwellings, townhomes, attached and detached dwelling and multi-family to expand life cycle housing options with a minimum net density of 6 units per acre and maximum net density of 8 units per acre. All lot areas in this district are intended to reflect the City’s objective of promoting efficient use of land and public utilities. Areas zoned RMF-1 are guided Medium Density Residential on the 20340 Comprehensive Plan.

Subd. 2. Permitted Uses.

- A. Day Care Facilities, Home State licensed, as defined by statute.
- B. Dwelling, Single Family ~~Detached.~~
- C. Dwelling, Two Family.
- D. Dwelling, Single-Family Attached Townhome with no more than six (6) dwelling units per structure in a row (and no back to back townhome units)

**SECTION 31. Amendment of the City Code.** The text of Section 1040.060, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

	Single Family Detached/Two Family	Townhome	Apartment/Condominium
Minimum Lot area	7,000 square feet/7,500 square feet	5,400 square feet per unit	1 acre



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Minimum lot width	70 feet/150 feet	n/a	100 feet
Minimum Principal Structure Setbacks:			
Front, From Major Roadways*	100 feet	100 feet	100 feet
Front, From all other streets	25 feet	25 feet	25 feet
Side (living)**	10 feet	10 feet	30 feet
Rear	25 feet	25 feet	25 feet
Maximum Principal Building Height	35 feet	35 feet	35 feet or three stories

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 32. Amendment of the City Code.** The text of Section 1040.065, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.065 – RMF-2 (MIXED RESIDENTIAL) ZONING DISTRICT.**

Subd.1 Purpose. The purpose of the RMF-2, Mixed Residential District is intended to provide areas offering a variety of housing types, including single-family small lot detached and attached dwellings and multi-family structures to retain the environment and character of less intensive styles of higher density multiple-family residence areas by establishing building and lot area requirements; to broaden the choice of residential living styles and create opportunity for more affordable homes and homes that address the needs of an aging population in a more compact development pattern that makes the most efficient use of the City’s land supply and investment in public utilities. Areas zoned RMF-2 are guided Mixed Residential Density on the City’s 20340 Comprehensive Plan. Development within this district is required at a minimum density of 8.0 units per net acre up to a maximum of 10 units per acre.

Subd. 2 Permitted uses.

- A. Day Care Facilities, Home State licensed, as defined by statute.
- B. Dwelling, Single Family Detached
- C. Dwelling, Two Family;
- D. Dwelling, Single-Family Attached-Townhome - 8 units per building maximum with each unit having a separate entrance;

**SECTION 33. Amendment of the City Code.** The text of Section 1040.065, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Area Requirements. The following minimum requirements shall be met in the RMF-2 district. Properties may be subject to special requirements for overlay districts as

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noted in Section 1050 (Overlay Districts):

	Single Family Detached/Two Family	Townhome	Apartment/ Condominium
Minimum Lot area	6,000 square feet/7,000 square feet	5,000 square feet per unit	1 acre
Minimum lot width	60 feet/120 feet	n/a	100 feet
Minimum Principal Structure Setbacks:			
Front, From Major Roadways*	100 feet	100 feet	100 feet
Front, From all other streets	25 feet	25 feet	25 feet
Front Porch (≤ 120 square feet)			
Side**	10 feet	10 feet	30 feet
Rear	25 feet	25 feet	25 feet
Maximum Principal Building Height	35 feet	35 feet	35 feet or three stories

\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~

**SECTION 34. Amendment of the City Code.** The text of Section 1040.070, Subd. 1-2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.070 – RMF-3 (HIGH DENSITY RESIDENTIAL) ZONING DISTRICT**

Subd. 1. Purpose. The RMF-3 district allows for the development of high density multiple-family uses such as townhomes and apartments where municipal sewer and water is available. This district addresses the need for life cycle housing by offering an alternative to single family detached housing with a required minimum density of 10 units per net acre or greater. Areas zoned RMF-3 are guided High Density Residential on the 2034 Comprehensive Plan.

Subd. 2. Permitted Uses.

- A. Day Care Facilities, Home State licensed, as defined by statute.
- B. Dwelling, Senior (age-restricted)
- C. Dwelling, Single-Family Attached Townhome - 8 units per building maximum with each unit having a separate entrance;

**SECTION 35. Amendment of the City Code.** The text of Section 1040.070, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Area Requirements. The following minimum requirements shall be met in the RMF-3

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district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

Minimum Base Lot Area	1 acre
Minimum Base Lot Width	150 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	50 feet
Side	25 feet
Rear	25 feet
Maximum Principal Building Height	35 feet or three stories

\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~

**SECTION 36. Amendment of the City Code.** The text of Section 1040.080, Subd. 3 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 3. Accessory Uses.
- A. Accessory structures as regulated by Section 1030.020 of this Chapter.
  - B. Accessory uses incidental and customary to uses allowed in this Section.
  - C. Day Care Facilities, Home County licensed, 12 or fewer individuals.

**SECTION 37. Amendment of the City Code.** The text of Section 1040.090, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 2. Permitted Uses.
- A. Automobile Retail (tires, batteries, etc. No body work or repair work).
  - B. Civic Buildings, such as City Hall, libraries, fire stations, etc.
  - C. Day Care Facilities, Home State licensed, as defined by statute.
  - D. Day Care Facilities, Commercial.

**SECTION 38. Amendment of the City Code.** The text of Section 1040.090, Subd. 4(M) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- M. Places of Worship/~~Assembly~~.

**SECTION 39. Amendment of the City Code.** The text of Section 1040.090, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

Minimum lot area	2.5 acres
Minimum lot width	100 feet
Minimum lot depth	200 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	50 feet
Side	20 feet
Rear	20 feet
Adjacent to Residential	50 feet
Maximum Principal Building Height	35 feet
Maximum Impervious Surface Coverage	50%

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 40. Amendment of the City Code.** The text of Section 1040.095, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 2. Permitted Uses.

- A. Day Care Facilities, Home State licensed, as defined by statute.
- B. Dwelling, Single Family ~~Detached~~

**SECTION 41. Amendment of the City Code.** The text of Section 1040.095, Subd. 3 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 3. Accessory Uses.

- A. Accessory structures as regulated by Section 1030.020 of this Chapter.
- B. Accessory uses incidental and customary to uses allowed in this Section.
- ~~C. Day Care Facilities, State licensed, as defined by statute.~~
- ~~D.~~ Fences as regulated by Section 1060 (Performance Standards) of this Chapter.
- ~~E.~~ Allowed Home Occupations as regulated by Section 1030.100 (Home Occupations) of this Chapter.
- ~~F.~~ Keeping of Animals, subject to Chapter 81 (Animals) of the City Code.
- ~~G.~~ Play and recreational facilities, including swimming pools and tennis courts, for use of the property owner and guests.

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**SECTION 42. Amendment of the City Code.** The text of Section 1040.095, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

Minimum lot area	2.5 acres
Minimum lot width	200 feet
Minimum lot depth	300 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	50 feet
Side	25 feet
Rear	25 feet
Maximum Principal Building Height	35 feet

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 43. Amendment of the City Code.** The text of Section 1040.100, Subd. 1 and 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.100 – C-1 (NEIGHBORHOOD COMMERCIAL)**

Subd. 1. Purpose. The purpose of the Neighborhood Commercial (C-1) District is to allow single and multi-use commercial buildings containing convenience retail and service commercial uses at major intersections on small neighborhood scale sites where public sewer is available and sites are designated in the 20~~34~~40 Comprehensive Plan. The district is intended to accommodate the basic needs of neighborhoods that would not otherwise have convenient access to retail areas in the City. Due to the proximity to residential neighborhoods new buildings shall appear to have similar scale and design elements as the neighboring buildings. Businesses requiring exterior storage for processing retail sales or wholesale activities are not permitted in this district. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area.

Subd. 2. Permitted Uses.

- A. Bakery, retail
- B. Banks, savings and loan, credit unions and other financial institutions, with or without drive-through.
- C. Barbers, Beauty Shops and similar personal service uses.
- D. Civic Buildings, such as City Hall, libraries, fire stations, etc..
- E. Copy/print shop

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F. Day Care Facilities, ~~Commercial State licensed, as defined by statute.~~

**SECTION 44. Amendment of the City Code.** The text of Section 1040.100, Subd. 3 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 3. Accessory Uses.

~~A.~~ Accessory structures as regulated by Section 1030.020 of this Chapter.

~~B.~~ Accessory uses incidental and customary to uses allowed in this Section.

~~C. Day Care Facilities, County licensed, 12 or fewer individuals.~~

DC. Keeping of Animals, subject to Chapter 81 (animals) of the City Code.

**SECTION 45. Amendment of the City Code.** The text of Section 1040.100, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

Minimum lot area:	
Single-tenant building	25,000 square feet
Multi-tenant building	1 acre
Minimum lot width	100 feet
Minimum lot depth	200 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	25 feet
Side	20 feet
Rear	20 feet
Adjacent to Residential	50 feet
Maximum Principal Building Height	35 feet
Maximum Building Size	50,000 square feet
Maximum Impervious Surface Coverage	80%

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 46. Amendment of the City Code.** The text of Section 1040.110, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 2. Permitted Uses.

A. Bakery, retail.

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- B. Banks, savings and loan, credit unions and other financial institutions, with or without drive-through.
- C. Barbers, Beauty Shops and similar personal service uses.
- D. Civic Buildings, such as City Hall, libraries, fire stations, etc..
- E. Day Care Facilities, ~~Commercial State licensed, as defined by statute.~~
- F. Department Stores.
- G. Drug Stores, Variety Stores, etc.
- H. Dry cleaning and laundry pick up, incidental pressing and repair without dry cleaning processing.
- I. Funeral Homes and Mortuaries.
- J. Grocery Stores (not to exceed 50,000 square feet).
- K. Hardware Stores.
- L. Hobby and Craft Stores.
- M. Home Furniture and Home Furnishing Stores.
- N. Household Appliance Stores.
- O. Laundromats.
- P. Liquor—Off-sale/On-sale.
- Q. Offices, medical and professional.
- R. Public and Private Clubs and Lodges.
- ~~S.—Retail goods and service uses of a similar nature.~~
- ~~TS.~~ Restaurants and cafes (without drive-through).
- ~~UT.~~ Retail goods and service uses of a similar nature
- ~~VU.~~ Sporting Goods and similar retail sales.
- ~~WV.~~ Tailoring services, shoe repair and similar services.
- ~~XW.~~ Taverns

**SECTION 47.** Amendment of the City Code. The text of Section 1040.110, Subd. 3 of the

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Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 3. Accessory Uses.
  - A. Accessory structures as regulated by Section 1030.020 of this Chapter.
  - B. Accessory uses incidental and customary to uses allowed in this Section.
  - ~~C. Day Care Facilities, County licensed, 12 or fewer individuals.~~
  - ~~D. Allowed Home Occupations as regulated by Section 1030.100 (Home Occupations) of this Chapter.~~
  - EC. Keeping of Animals, subject to Chapter 81 (animals) of the City Code.

**SECTION 48. Amendment of the City Code.** The text of Section 1040.110, Subd. 4(L) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- L. Places of Worship/~~Assembly~~.

**SECTION 49. Amendment of the City Code.** The text of Section 1040.110, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 7. Area Requirements. The following minimum requirements shall be met in the C-2 district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

Minimum lot area	1 acre
Minimum lot width	100 feet
Minimum lot depth	200 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	25 feet
Side	20 feet
Rear	20 feet
Adjacent to Residential	50 feet
Maximum Principal Building Height	35 feet
Maximum Impervious Surface Coverage	80%

\*Major Roadways are state highways and county roads. Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.

**SECTION 50. Amendment of the City Code.** The text of Section 1040.120, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 4. Conditional Uses. The following are conditional uses, subject to the conditions outlined in Section 1070.020 of this Ordinance and the specific standards and criteria



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that may be cited for a specific use:

- A. Day Care Facilities, Commercial.

**SECTION 51. Amendment of the City Code.** The text of Section 1040.120, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

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

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 52. Amendment of the City Code.** The text of Section 1040.125, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 4. Conditional Uses. The following are conditional uses, subject to the conditions outlined in Section 1070.020 of this Ordinance and the specific standards and criteria that may be cited for a specific use:

- A. Day Care Facilities, Commercial.

**SECTION 53. Amendment of the City Code.** The text of Section 1040.125, Subd. 5 of the Corcoran City Code is hereby amended by removing 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. ~~B-~~ Outside Storage as a principal use, subject to the following:

**SECTION 54. Amendment of the City Code.** The text of Section 1040.125, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the

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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):

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

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 55. Amendment of the City Code.** The text of Section 1040.130, Subd. 1 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.130 - DOWNTOWN MIXED USE (DMU) DISTRICT**

Subd. 1. Purpose. The purpose of the Downtown Mixed Use District is to provide for the orderly and integrated development of a high quality downtown. The Downtown Mixed Use District applies to those properties classified as Mixed Use on the 2030 Future Land Use Plan and located on the east side of County Road 116 on both sides of County Road 10. The Downtown Mixed Use District will provide for the establishment of a community focal point which is a blend of cultural, civic, entertainment, commercial, retail, residential and office uses as defined and guided by the ~~2030~~ 2040 Comprehensive Plan. Residential multi-family uses shall be developed at a minimum of ten units per acre or greater. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area.

**SECTION 56. Amendment of the City Code.** The text of Section 1040.130, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 4. Permitted Uses.
- A. Bakery, retail.
  - B. Banks, savings and loans, credit unions and other financial institutions without drive-through.

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- C. Barbers, Beauty Shops and similar personal service uses.
- D. Civic Buildings, such as City Hall, libraries, fire stations, etc.
- E. Copy/print shop.
- F. Day Care Facilities, ~~Home or Commercial State licensed, as defined by statute.~~

**SECTION 57.** Amendment of the City Code. The text of Section 1040.135, Subd. 1 and 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

**1040.135 – GENERAL MIXED USE (GMU) DISTRICT**

Subd. 1. Purpose. The purpose of the General Mixed Use District (GMU) is to provide an area for compact, inter-connected, walkable, mixed-use development along key community corridors and to support high quality development and site flexibility due to the unique site conditions in these areas. The mixture of land uses within the district is essential to establishing the level of vitality and intensity needed to support retail and service uses. A combination of retail, office, service and residential uses are encouraged although not required. Buildings may also be entirely one use. The placement of the building and the relationship of the building, parking, landscaping, and pedestrian spaces is essential to creating the pedestrian-friendly environment envisioned for the GMU District. The standards in this Section are reinforced within the Design Guidelines contained in Appendix A. New development within this district will be allowed only when a full range of municipal services and facilities are available to serve the area.

The General Mixed Use District applies to those properties classified as Mixed Use on the ~~2034~~ Future Land Use Plan and adjacent to County Road 30. The character of the General Mixed Use District shall reflect high quality design due to the high visibility of these areas at the gateway to the City at County 30. Although development in this mixed-use district will be more auto-oriented in design than the Downtown Mixed Use District, pedestrian connections and amenities will still be required to provide connections to existing and future planned areas, sidewalks and trails and to provide for safe pedestrian circulation within the site. Landscaping, and architectural details shall be used to unify sites within the General Mixed Use District.

Subd. 2. Permitted Uses.

- A. Bakery, retail.
- B. Banks, savings and loans, credit unions and other financial institutions without drive-through.
- C. Barbers, Beauty Shops and similar personal service uses.
- D. Civic Buildings, such as City Hall, libraries, fire stations, etc.
- E. Copy/print shop.

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~~F. Day Care Facilities, Home or Commercial State licensed, as defined by statute.~~

**SECTION 58. Amendment of the City Code.** The text of Section 1040.135, Subd. 3 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 3. Accessory Uses.

A. Accessory structures as regulated by Section 1030.020 of this Chapter.

B. Accessory uses incidental and customary to uses allowed in this Section.

~~C. Day Care Facilities, County licensed, 12 or fewer individuals.~~

DC. Keeping of Animals, subject to Chapter 81 (animals) of the City Code.

ED. Outdoor seating accessory to a restaurant.

FE. Public open space plaza, square or other related uses.

GF. Structured parking.

**SECTION 59. Amendment of the City Code.** The text of Section 1040.135, Subd. 4(H) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

H. Places of Worship/~~Assembly.~~

**SECTION 60. Amendment of the City Code.** The text of Section 1040.135, Subd. 13 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 13. Area Requirements. The following minimum requirements shall be met in the GMU district. Properties may be subject to special requirements for overlay districts as noted in Section 1050 (Overlay Districts):

Minimum lot area	25,000 square feet
Minimum lot width	150 feet
Minimum lot depth	NA
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	25 feet
Side	None
Rear	None
Adjacent to Residential	35 feet
Maximum Principal Building Height	35 feet at the minimum setbacks but may be increased up to a maximum of 50 feet with increased setbacks at a rate of 1 foot additional height for every 5 feet in

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	additional setback.
Maximum Impervious Surface Coverage	80%

*\*Major Roadways are state highways and county roads. Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.*

**SECTION 61. Amendment of the City Code.** The text of Section 1040.140, Subd. 8(C) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- C. Prior to filing an application or submittal of a preliminary PUD plan, the applicant shall arrange and conduct a neighborhood meeting with notice provided to property owners within at least ~~350~~ 500 feet of the desired site's perimeter. The primary purpose of this meeting shall be to provide information on a proposed development to surrounding neighborhoods and allow feedback to be provided and incorporated early in the process. An application for a preliminary PUD development plan will not be considered complete until after a neighborhood meeting is held and a summary is provided detailing the attendees and feedback received.

**SECTION 62. Amendment of the City Code.** The text of Section 1040.145, Subd. 2 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 2. Permitted Uses.

- A. Civic Buildings, such as City Hall, libraries, fire stations, etc.
- B. Day Care Facilities, Commercial State licensed, as defined by statute.
- C. Educational facilities, K-12.
- D. Parks, playgrounds, trails, other recreational facilities of a non-commercial nature and directly related buildings and structures.
- E. Places of Worship/~~Assembly.~~

**SECTION 63. Amendment of the City Code.** The text of Section 1040.145, Subd. 4 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 4. Conditional Uses. The following are conditional uses, subject to the conditions outlined in Section 1070.020 of this Ordinance and the specific standards and criteria that may be cited for a specific use:

- A. Cemeteries and Memorial Gardens.
- B. Community Centers.
- ~~C. Day Care Facilities, Commercial, accessory to permitted uses in this district.~~

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- ~~DC~~. Funeral Homes and Mortuaries.
- ~~ED~~. Golf Courses and other outdoor recreational facilities of a commercial nature.
- ~~FE~~. Hospitals, nursing home and similar care facilities.
- ~~GE~~. Offices, medical and professional.
- ~~HG~~. Towers and Antennas as regulated by Section 1060.100 (Telecommunications Services) of the Zoning Ordinance.
- ~~IH~~. Trade Schools, Seminaries and other Higher Education Facilities

**SECTION 64. Amendment of the City Code.** The text of Section 1040.145, Subd. 7 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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

Minimum lot area:	10 acres
Minimum lot width	200 feet
Minimum lot depth	200 feet
Minimum Principal Structure Setbacks:	
Front, From Major Roadways*	100 feet
Front, From all other streets	50 feet
Side	50 feet
Rear	50 feet
Maximum Principal Building Height	45 feet
Maximum Impervious Surface Coverage	70%

*\*Major Roadways are state highways and county roads. ~~Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.~~*

**SECTION 65. Amendment of the City Code.** The text of Section 1050.010, Subd. 9 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- Subd. 9. Encroachment in Required Setback and Buffer Areas.
  - A. Patios and decks may encroach up to a maximum of 6 feet into required structure setback areas except improvements must remain outside of drainage and utility easements. Porches may not encroach into required setback areas. Buffer and wetland areas must be kept free of all structures, including fences and play equipment.

**SECTION 66. Amendment of the City Code.** The text of Section 1050.020, Subd. 5(D)(2) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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2. All structures in residential districts, except Places of Worship/~~Assembly~~ and nonresidential agricultural structures, are limited to a maximum height of 25 feet in height.

**SECTION 67. Amendment of the City Code.** The text of Section 1060.050, Subd. 1(C) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

A. Non-Residential District Standards

1. Finishes. Exterior building finishes in all districts ~~except the CR district~~ shall consist of materials comparable in grade and quality to the following:
  - a. Face Brick.
  - b. Natural stone or cultured stone.
  - c. Decorative concrete block or integral colored block.
  - d. Cast in place concrete or pre-cast concrete panels.
  - e. Wood, provided the surfaces are finished for exterior use and wood of proven exterior durability is used, such as cedar, redwood, cypress.
  - f. Curtain wall panels of steel, fiberglass and aluminum (non-structural, non-load bearing), provided such panels are factory fabricated and finished with a durable non-fade surface and their fasteners are of a corrosion resistant design. Up to 20% of any wall surface may consist of the materials outlined herein (excludes overhead doors, windows, and doors).
    - i. In the CR zoning district, 50% of any wall surface (excludes overhead doors, windows, and doors) may consist of curtain wall panels of steel, fiberglass and aluminum (non-structural, non-load bearing), provided such panels are factory fabricated and finished with a durable non-fade surface and their fasteners are of a corrosion resistant design.

**SECTION 68. Amendment of the City Code.** The text of Section 1060.070, Subd. 2(J)(1)(b)(v) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

2. Required plantings within the buffer yard are in addition to other landscaping requirements.

**SECTION 69. Amendment of the City Code.** The text of Section 1060.080, Subd. 1(F) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- F. A building permit is required for the following:
  1. Fences over 7 feet in height, measured from grade to the top of fence, ~~shall require a building permit.~~ For the purposes of this Section, decorative



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elements, such as a space cap, that extend beyond the post of a fence are not measured as part of the height of the fence. Other structural elements, such as a topper, are counted towards the height of the fence.



*Example of Height Exempt Decorative Element*



*Example of Non-Height Exempt Topper*

2. Retaining walls over 4 feet in height, measured from the bottom of the footing to the top of the wall, ~~or,~~
3. Retaining walls supporting a surcharge or impounding Class I, II, or III-A liquids.

**SECTION 70. Amendment of the City Code.** The text of Section 1060.110 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:



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### Subd. 1. Findings.

The intent of this Section is to allow reasonable capture and use, by households, businesses, and property owners of their solar energy resource, and encourage the development of renewable energy businesses, consistent with community development standards. This is consistent with Chapter 4, Section 8 of the Corcoran 20~~34~~0 Comprehensive Plan, which states that the “City of Corcoran will protect [solar] access by requiring minimum standards for lot sizes, amounts of open space, yard setbacks, and maximum height of buildings for urban residents that create the opportunity for all building owners to develop solar energy facilities if desired.”

**SECTION 71. Amendment of the City Code.** The text of Section 1070.010, Subd. 1(C) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- C. Notice of said hearing shall be mailed to all owners of land within ~~350~~ 500 feet of the boundary of the property in question. This provision shall not apply in the case of a rezoning if the amendment affects an area greater than five (5) acres pursuant to Minnesota Statutes §462.357.

**SECTION 72. Amendment of the City Code.** The text of Section 1070.020, Subd. 1(D) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- D. Notice of said hearing shall also be mailed at least 10 days prior to all owners of land within ~~350~~ 500 feet of the boundary of the property in question, informing them of the receipt of the application and the anticipated schedule for consideration.

**SECTION 73. Amendment of the City Code.** The text of Section 1070.020, Subd. 7(B) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- B. The request for extension shall be submitted to the Zoning Administrator not less than 30 days before the expiration of said approval and ~~shall include the renewal fee as set forth in the City Code and~~ state facts showing a good faith attempt to complete or utilize the use permitted in the conditional use permit. A request for an extension not exceeding one year shall be subject to the review and approval of the Zoning Administrator. Should a second extension of time or any extension of time longer than one year be requested by the applicant, it shall be presented to ~~the Planning Commission for a recommendation and to~~ the City Council for a decision.

**SECTION 74. Amendment of the City Code.** The text of Section 1070.030, Subd. 3(C) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

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C. Approval Process.

1. Upon receipt of a complete application, as determined by staff review, and following preliminary staff analysis of the application and request, the Zoning Administrator, when appropriate, shall establish a time and place for consideration by the Planning Commission. At least 10 days before the date of the meeting, a written notice of the meeting shall be mailed to the applicant and to all other owners of property located within ~~350~~ 500 feet of the boundaries of the subject property.

**SECTION 75. Amendment of the City Code.** The text of Section 1070.050, Subd. 5 of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

Subd. 5. Expiration. Unless otherwise specified by the Zoning Administrator or City Council at the time of approval, approved variances shall expire, within one year after the date of approval unless the applicant has commenced the authorized use or improvement. Prior to the expiration, the applicant may apply for a time extension of up to one year.

The request for extension shall ~~include the renewal fee as set forth in the City Code~~ and be submitted to the Zoning Administrator not less than 30 days before the expiration ~~and shall include the renewal fee as set forth in the City Code~~ and state facts showing a good faith attempt to complete or utilize the approval permitted in the variance. A request for an extension not exceeding one year shall be subject to the review and approval of the Zoning Administrator. Should a second extension of time or any extension of time longer than one year be requested by the applicant, it shall be presented for approval to the Board.

**SECTION 76. Amendment of the City Code.** The text of Section 1070.050, Subd. 8(B) of the Corcoran City Code is hereby amended by removing the ~~stricken~~ material and adding the underlined material as follows:

- B. The request for extension shall submitted to the Zoning Administrator not less than 30 days before the expiration of said approval ~~and shall include the renewal fee as set forth in the City Code~~ and state facts showing a good faith attempt to complete or utilize the use permitted in the conditional use permit. A request for an extension not exceeding one year shall be subject to the review and approval of the Zoning Administrator. Should a second extension of time or any extension of time longer than one year be requested by the applicant, it shall be presented to the ~~Planning Commission for a recommendation and to the~~ City Council for a decision.

**SECTION 77. Amendment of the City Code.** The text of Section 1070.060 of the Corcoran City Code is hereby amended by adding the underlined material as follows:

Subd. 9. Expiration.

- A. Unless otherwise specified by the Zoning Administrator at time of approval, an administrative permit approval shall expire within one year of the date of approval unless the property owner or applicant has substantially started the construction of any building, structure, addition or alteration, or use requested as part of the

**ORDINANCE NO. 2023-510**

approved plan. Prior to the expiration, the applicant may apply for a time extension of up to one year.

- B. The request for extension shall submitted to the Zoning Administrator not less than 30 days before the expiration of said approval and state facts showing a good faith attempt to complete or utilize the use permitted in the conditional use permit. The Zoning Administrator may approve up to 2 such extensions of not more than one additional year per extension.

**SECTION 78. Effective Date**

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

**ADOPTED** by the City Council on the 26<sup>th</sup> day of October 2023.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

\_\_\_\_\_  
Tom McKee - Mayor

**ATTEST:**

\_\_\_\_\_

Michelle Friedrich – City Clerk

*City Seal*



To: City of Corcoran From: Kent Torve, PE City Engineer  
Steve Hegland, PE

File: 227705990 Date: November 1, 2023

Subject: County Road 10 and Brockton Lane Turn Lane Improvements - Pay Request #1

### **Council Action Requested**

We recommend approval of Pay Request #1 to Omann Contracting Companies, Inc. in the amount of \$248,142.04 on the County Road 10 and Brockton Lane Turn Lane Improvements Project.

### **Pay Application Summary**

- Contract Amount - \$352,617.81
- Change Orders to Date - \$0
- Total Complete to Date – \$261,202.15
- Less Retainage - \$13,060.11
- Total This Pay Application - \$248,142.04

### **Background**

- The Cook Lake Highlands development has begun construction with requires intersection improvements at County Road 10 and the new Brockton Lane access at the development. Improvements to County Road 10 consist of the construction of westbound right turn and eastbound left turn lanes into the development's main entrance. Improvements to Brockton Lane include constructing the 100' north of the turn lanes.
- The project was bid with alternates that maximize the scope of the improvements and provide the developer flexibility in their ability to self-perform a portion of the work. The two alternates provided are for paving the top lift of bituminous road through the 73<sup>rd</sup> Street intersection and installing the trail and sidewalk through the 73<sup>rd</sup> street intersection.
- A portion of the access improvement costs are being paid for by the City of Maple Grove and the Met Council due to the shared access at this location for the adjacent development on 73<sup>rd</sup> Street and the Met Council lift station north of the development. The remaining costs are the financial responsibility of the Cook Lake development.

### **Project Update**

The contractor, Omann Construction has completed the turn lane improvements into the development along with the trail and sidewalk improvements. The site has been graded and final restoration and the project punch list will be completed in 2024.

### **Financing**

This project would be funded through a developer escrow along with financial contributions from the City of Maple Grove and Met Council for the shared access.

### **Attachments**

Pay Request #1

**SECTION 00 62 76**  
**APPLICATION FOR PAYMENT FORM**

OWNER: City of Corcoran  
PROJECT: County Road 10 and Brockton Lane Turn Lane Improvements  
CONTRACTOR: Omann Contracting Companies, Inc.

PAY ESTIMATE NO. 1

Original Contract Amount:	<u>\$ 352,617.81</u>
Contract Changes approved to Date (List Change Order Numbers):	<u>N/A</u>
Revised Contract Price :	<u>\$ 352,617.81</u>
Work Completed to Date (attached):	<u>\$ 261,202.15</u>
Retainage to Date, 5%:	<u>\$ 13,060.11</u>
Work Completed to Date Less Retainage to Date:	<u>\$ 248,142.04</u>
Total Amount Previously Certified:	<u>\$ -</u>
Payment Request This Estimate:	<u>\$ 248,142.04</u>

I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid.

Omann Contracting Companies Inc  
CONTRACTOR



**CERTIFICATE OF CONTRACTOR**

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract dated 04/27/2023 between between the City of Corcoran (OWNER) and Omann Contracting Companies, Inc. (CONTRACTOR) and all authorized changes therto:

Omann Contracting Companies Inc.

By Kelly Omann

Title PRESIDENT

Approval:

(CONTRACTOR)

[Signature]

Date 11-1-23

STANTEC CONSULTING SERVICES, INC.

[Signature]

Date 11/1/2023

END OF SECTION

Pay Request #1  
 City of Corcoran  
 County Road 10 and Brockton Lane Turn Lane Improvements  
 Project Number: 227705890  
 10/31/2023

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #1 October 2023	
						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
1	NOBILIZATION AND DEMOBILIZATION	LS	1	\$ 6,250.00	\$ 6,250.00	1	\$ 6,250.00	\$ -	\$ -	1	\$ 6,250.00
2	PAVEMENT MARKING REMOVAL	LS	1	\$ 1,606.00	\$ 1,606.00	1	\$ 1,606.00	\$ -	\$ -	1	\$ 1,606.00
3	REMOVE SIGN	EACH	3	\$ 41.28	\$ 123.84	2	\$ 82.56	\$ -	\$ -	2	\$ 82.56
4	SALVAGE AND REINSTALL SIGN	EACH	5	\$ 41.28	\$ 206.40	5	\$ 206.40	\$ -	\$ -	5	\$ 206.40
5	SAVING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	1251	\$ 1.251	\$ 1,251.00	1251	\$ 1,251.00	\$ -	\$ -	1251	\$ 1,251.00
6	REMOVE STORM SEWER CULVERT	LIN FT	89	\$ 15.00	\$ 1,290.00	89	\$ 1,290.00	\$ -	\$ -	89	\$ 1,290.00
7	REMOVE CONCRETE CURB & GUTTER	LIN FT	20	\$ 15.65	\$ 313.00	20	\$ 313.00	\$ -	\$ -	20	\$ 313.00
8	REMOVE BITUMINOUS PAVEMENT	SQ YD	860	\$ 9.50	\$ 8,170.00	860	\$ 8,170.00	\$ -	\$ -	860	\$ 8,170.00
9	COMMON EXCAVATION - ONSITE (EV) (P)	CU YD	170	\$ 11.25	\$ 1,912.50	170	\$ 1,912.50	\$ -	\$ -	170	\$ 1,912.50
10	COMMON EXCAVATION - OFFSITE (LV)	CU YD	1180	\$ 13.50	\$ 15,930.00	0	\$ -	\$ -	\$ -	0	\$ -
11	GRANULAR BORROW	TON	130	\$ 24.50	\$ 3,185.00	0	\$ -	\$ -	\$ -	0	\$ -
12	SELECT GRANULAR BORROW, MOD 8%	TON	390	\$ 24.50	\$ 9,555.00	0	\$ -	\$ -	\$ -	0	\$ -
13	STABILIZING AGGREGATE, 3" MINUS	TON	150	\$ 40.00	\$ 6,000.00	0	\$ -	\$ -	\$ -	0	\$ -
14	STRIP, STOCKPILE, AND RESPREAD TOPSOIL	LS	1	\$ 14,750.00	\$ 14,750.00	1	\$ 14,750.00	\$ -	\$ -	1	\$ 14,750.00
15	GEOTEXTILE FABRIC TYPE 5, NON-WOVEN (P)	SQ YD	2394	\$ 2.70	\$ 6,463.80	2394	\$ 6,463.80	\$ -	\$ -	2394	\$ 6,463.80
16	AGGREGATE SURFACING CLASS 2, 100% CRUSHED LIMESTONE	TON	100	\$ 67.00	\$ 6,700.00	0	\$ -	\$ -	\$ -	0	\$ -
17	STREET SWEEPER (WITH PICKUP BRUSH)	hour	15	\$ 135.00	\$ 2,025.00	5	\$ 675.00	\$ -	\$ -	5	\$ 675.00
18	WATER FOR DUST CONTROL	MGAL	15	\$ 100.00	\$ 1,500.00	0	\$ -	\$ -	\$ -	0	\$ -
19	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	1460	\$ 28.50	\$ 38,630.00	0	\$ -	\$ -	\$ -	0	\$ -
20	MILL BITUMINOUS SURFACE (2.0")	SO YD	600	\$ 6.00	\$ 3,600.00	600	\$ 3,600.00	\$ -	\$ -	600	\$ 3,600.00
21	BITUMINOUS MATERIAL FOR TACK COAT	GAL	150	\$ 4.50	\$ 675.00	15	\$ 67.50	\$ -	\$ -	15	\$ 67.50
22	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	20	\$ 140.50	\$ 2,810.00	25.48	\$ 3,579.94	\$ -	\$ -	25.48	\$ 3,579.94
23	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	50	\$ 133.25	\$ 6,662.50	50	\$ 6,662.50	\$ -	\$ -	50	\$ 6,662.50
24	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	437	\$ 114.75	\$ 50,143.75	620.17	\$ 69,689.51	\$ -	\$ -	620.17	\$ 69,689.51
25	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	440	\$ 104.25	\$ 45,870.00	422.68	\$ 44,064.39	\$ -	\$ -	422.68	\$ 44,064.39
26	SUBGRADE EXCAVATION - OFFSITE (EV)	CU YD	110	\$ 25.00	\$ 2,750.00	0	\$ -	\$ -	\$ -	0	\$ -
27	ADJUST EXISTING CASTING	EACH	1	\$ 740.00	\$ 740.00	1	\$ 740.00	\$ -	\$ -	1	\$ 740.00
28	4" PERFORATED PVC SCH 40 DRAIN TILE PIPE	LIN FT	235	\$ 29.65	\$ 6,967.75	215	\$ 6,374.75	\$ -	\$ -	215	\$ 6,374.75
29	CLEANOUT W/ THREADED CAP	EACH	2	\$ 350.00	\$ 700.00	2	\$ 700.00	\$ -	\$ -	2	\$ 700.00
30	6" CONCRETE SIDEWALK	SQ FT	610	\$ 8.18	\$ 6,609.80	770	\$ 6,283.20	\$ -	\$ -	770	\$ 6,283.20
31	CONCRETE CURB & GUTTER DESIGN B918	LIN FT	300	\$ 38.12	\$ 10,836.00	497	\$ 17,961.84	\$ -	\$ -	497	\$ 17,961.84
32	TRUNCATED DOWNS	SQ FT	40	\$ 154.80	\$ 6,192.00	24	\$ 3,715.20	\$ -	\$ -	24	\$ 3,715.20
33	INSTALL RETAINING WALL	LIN FT	30	\$ 153.30	\$ 4,599.00	0	\$ -	\$ -	\$ -	0	\$ -
34	TRAFFIC CONTROL	LS	1	\$ 5,000.00	\$ 5,000.00	1	\$ 5,000.00	\$ -	\$ -	1	\$ 5,000.00
35	INSTALL SIGN TYPE C AND POST	EACH	6	\$ 361.20	\$ 2,167.20	4	\$ 1,444.80	\$ -	\$ -	4	\$ 1,444.80
36	SIGN PANELS TYPE C	SQ FT	29	\$ 59.85	\$ 1,735.65	22	\$ 1,316.92	\$ -	\$ -	22	\$ 1,316.92
37	STABILIZED CONSTRUCTION EXIT - MAINTAINED	LS	1	\$ 2,500.00	\$ 2,500.00	0	\$ -	\$ -	\$ -	0	\$ -
38	STORM DRAIN INLET PROTECTION - MAINTAINED	EACH	9	\$ 400.00	\$ 3,600.00	2	\$ 800.00	\$ -	\$ -	2	\$ 800.00
39	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	1410	\$ 2.32	\$ 3,271.20	1233	\$ 2,863.56	\$ -	\$ -	1233	\$ 2,863.56

40	SEDIMENT CONTROL LOG TYPE STRAW - MAINTAINED	LIN FT	150	\$	4.13	\$	619.50	0	\$	-	\$	-	0	\$	-
41	ROLLED EROSION PREVENTION CATEGORY 26	SQ YD	2650	\$	2.08	\$	5,283.00	2272	\$	4,679.83	\$	-	2272	\$	4,679.83
42	HYDROMULCH MnDOT SEED MIXTURE 25-131	SQ YD	230	\$	2.58	\$	593.40	125	\$	323.38	\$	-	125	\$	323.38
43	MnDOT SEED MIXTURE 25-141	SQ YD	2650	\$	0.19	\$	484.50	2272	\$	431.62	\$	-	2272	\$	431.62
44	4" SOLID LINE (WHITE) MULTI-COMPONENT GROUND IN	LIN FT	765	\$	0.72	\$	543.60	832	\$	589.04	\$	-	832	\$	589.04
45	6" SOLID LINE (WHITE) MULTI-COMPONENT GROUND IN	LIN FT	1178	\$	1.08	\$	1,272.24	1115	\$	1,204.20	\$	-	1115	\$	1,204.20
46	24" SOLID LINE (YELLOW) MULTI-COMPONENT GROUND IN	LIN FT	55	\$	15.40	\$	847.00	38	\$	585.20	\$	-	38	\$	585.20
47	4" DOTTED LINE (WHITE) MULTI-COMPONENT GROUND IN	LIN FT	344	\$	0.72	\$	247.68	199	\$	143.42	\$	-	199	\$	143.42
48	4" DOUBLE SOLID LINE (YELLOW) MULTI-COMPONENT GROUND IN	LIN FT	700	\$	1.44	\$	1,008.00	1177	\$	1,694.88	\$	-	1177	\$	1,694.88
49	PAVEMENT MESSAGE (WHITE) (LT ARROW) PREF THERM GR IN	EACH	2	\$	448.92	\$	897.84	2	\$	897.84	\$	-	2	\$	897.84
50	PAVEMENT MESSAGE (WHITE) (RT ARROW) PREF THERM GR IN	EACH	2	\$	448.92	\$	897.84	2	\$	897.84	\$	-	2	\$	897.84
							<b>TOTAL BASE BID:</b>			<b>\$ 305,866.88</b>			<b>\$ 219,478.20</b>		<b>\$ 219,478.20</b>

Alternate #1				QUANTITY	COST	QUANTITY	COST	QUANTITY	COST		
A1	MOBILIZATION AND DEMOBILIZATION	LUMP SUM	1	\$	500.00	1	\$	500.00	\$	500.00	
A2	BITUMINOUS MATERIAL FOR TACK COAT	GAL	40	\$	4.50	0	\$	-	\$	-	
A3	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	TON	70	\$	133.25	0	\$	-	\$	-	
A4	ADJUST VALVE BOX WATER	EACH	2	\$	385.00	2	\$	770.00	\$	770.00	
A5	ADJUST EXSTNS CASTING	EACH	2	\$	450.00	2	\$	900.00	\$	900.00	
A6	TRAFFIC CONTROL	LUMP SUM	1	\$	500.00	1	\$	500.00	\$	500.00	
					<b>TOTAL ALTERNATE #1:</b>		<b>\$ 12,197.50</b>		<b>\$ 2,690.00</b>		<b>\$ 2,690.00</b>

Alternate #2				QUANTITY	COST	QUANTITY	COST	QUANTITY	COST		
B1	MOBILIZATION AND DEMOBILIZATION	LUMP SUM	1	\$	1,000.00	1	\$	1,000.00	\$	1,000.00	
B2	COMMON EXCAVATION - OFFSITE (LV)	CU YD	50	\$	30.00	0	\$	-	\$	-	
B3	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	103	\$	30.00	0	\$	-	\$	-	
B4	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	20	\$	149.50	25	\$	3,683.00	\$	3,683.00	
B5	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	5	\$	290.00	88.33	\$	14,595.00	\$	14,595.00	
B6	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	5	\$	250.00	5	\$	1,250.00	\$	1,250.00	
B7	6" CONCRETE SIDEWALK	SQ FT	1283	\$	8.16	905	\$	7,384.80	\$	7,384.80	
B8	TRUNCATED DOMES	SQ FT	62	\$	154.80	62	\$	9,597.60	\$	9,597.60	
B9	STORM DRAIN BILET PROTECTION - MAINTAINED	EACH	2	\$	400.00	2	\$	800.00	\$	800.00	
B10	SILT FENCE, TYPE MS - MAINTAINED	LIN FT	290	\$	2.32	290	\$	672.80	\$	672.80	
B11	HYDROMULCH MnDOT SEED MIXTURE 25-131	SQ YD	425	\$	0.19	425	\$	80.75	\$	80.75	
					<b>TOTAL ALTERNATE #2:</b>		<b>\$ 34,583.43</b>		<b>\$ 39,033.95</b>		<b>\$ 39,033.95</b>

**TOTAL ORIGINAL CONTRACT:** \$ 352,617.81      \$ 261,202.15      \$ 261,202.15

CONTRACT SUMMARY				COMPLETE TO DATE	LESS PREVIOUS PAYMENTS	PAY REQUEST #1	
ORIGINAL CONTRACT AWARD AMOUNT	\$	352,617.81					
			SUBTOTAL	\$	261,202.15	\$	261,202.15
			CURRENT RETAINAGE (5%)	\$	13,060.11	\$	13,060.11
			<b>TOTAL CURRENT PAY REQUEST</b>		<b>\$ 248,142.04</b>		<b>\$ 248,142.04</b>

## STAFF REPORT

## Agenda Item 9a.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Maggie Ung
<b>Topic:</b> Public Hearing – Certification of Delinquent Fees to Hennepin County	<b>Action Required:</b> Approval

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### Summary

Each year, the city certifies to the county all unpaid annual service charges. This year, these charges include delinquent fees for recycling, and water and sewer utility charges. In addition to the outstanding delinquent amount, an administrative fee of \$10.00 is added by the City and an additional fee is added once received by the County.

State Statutes require the City to hold a public hearing regarding the assessment of these fees prior to certifying the assessment rolls to the County. Notices of special assessment hearing was sent to all delinquent properties. The public hearing is called to provide an opportunity for residents to ask questions and provide comments regarding the proposed assessment.

### Financial/Budget

Assessment notices were sent on October 10, 2023. Several residents have paid their balance since receiving the notice; residents can pay their assessment until November 15 per state statute. At this time, the total to be certified is \$6,200.09. This amount will be decreased by any payments received up to the final payment date of November 15, 2023 and the final assessment roll will be sent to the county.

### Options

1. Hold public hearing; approve resolutions 2023-94 and 2023-95 certifying delinquent fees to Hennepin County.
2. Hold public hearing; direct staff to not certify fees to Hennepin County.

### Recommendation

Hold public hearing; approve resolutions certifying delinquent fees to Hennepin County.

### Council Action

Hold public hearing; approve resolutions 2023-94 and 2023-95 certifying delinquent fees to Hennepin County.

### Attachments

1. Resolution 2023-94 - Certifying the 2023 Delinquent Recycling Fees
2. Resolution 2023-95 - Certifying the 2023 Delinquent Water and Sewer Utility Fees

**RESOLUTION NO. 2023-94**

**Motion By:**  
**Seconded By:**

**A RESOLUTION CERTIFYING THE 2023 DELINQUENT RECYCLING FEES TO THE HENNEPIN COUNTY AUDITOR FOR COLLECTION IN 2024**

**WHEREAS**, the records of the City of Corcoran list certain properties as being delinquent; and

**WHEREAS**, the property owners have been notified of the due date through a direct mailing; and

**WHEREAS**, the owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment with late charge, to the city treasurer by November 15, 2023.

**WHEREAS**, City of Corcoran Ordinance No. 2011-261 authorizes certification of such delinquent properties to the Hennepin County Auditor for collection along with an administrative fee.

Levy #24210

**NOW, THEREFORE BE IT RESOLVED**, the City of Corcoran, City Council hereby directs the Hennepin County Auditor to place upon the tax rolls for taxes payable in 2024 the delinquent accounts which are listed in Exhibit "A" who have not resolved the fees by close of business on November 15, 2023, attached hereto.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

Whereupon, said Resolution is hereby declared adopted on this 9<sup>th</sup> day of November 2023.

\_\_\_\_\_  
Tom McKee – Mayor

**ATTEST:**

*City Seal*

\_\_\_\_\_  
Michelle Friedrich – City Clerk

Service Address	Property ID #	Total Amount Assessed
6644 Coach House Ln	36-119-23-24-0086	\$ 32.42
9919 Chisholm Trl	09-119-23-14-0006	\$ 22.82
20320 Hillside Dr	02-119-23-34-0008	\$ 43.24
23850 Pioneer Trl	30-119-23-33-0006	\$ 53.76
6705 County Road 101	36-119-23-14-0008	\$ 61.10
19532 Annabelle Ln	36-119-23-24-0041	\$ 61.42
19560 Patrick Pl	12-119-23-34-0010	\$ 61.42
10010 Sundance Rd	08-119-23-21-0001	\$ 61.42
20205 County Road 117	02-119-23-12-0002	\$ 51.42
6300 Horseshoe Bend Dr	32-119-23-44-0004	\$ 61.42
19360 81st Pl N	24-119-23-13-0003	\$ 61.42
6497 Trail Ln	35-119-23-42-0038	\$ 61.42
6460 Elm St	35-119-23-42-0009	\$ 61.42
19735 Olde Sturbridge Rd	36-119-23-22-0031	\$ 61.42
19800 Jackie Ln	01-119-23-22-0008	\$ 61.42
21723 County Road 10	16-119-23-42-0004	\$ 61.42
9245 Cherry Ln	12-119-23-43-0003	\$ 61.42
8100 Strehler Rd	21-119-23-13-0005	\$ 10.00
6260 Hunter Rd	36-119-23-34-0014	\$ 61.42
22112 Chapparal Cir	04-119-23-33-0017	\$ 61.42
22600 County Road 30	08-119-23-13-0016	\$ 61.42
9220 County Road 19	18-119-23-12-0003	\$ 61.42
22420 County Road 30	08-119-23-14-0010	\$ 61.42
19817 Jackie Ln	01-119-23-22-0016	\$ 61.42
19320 Mystique Dr	12-119-23-43-0015	\$ 61.42
20351 Larkin Rd	35-119-23-21-0003	\$ 61.42
19790 Jackie Ln	01-119-23-22-0009	\$ 61.42
9610 County Road 116	12-119-23-32-0004	\$ 61.42
21536 Homestead Trl	28-119-23-41-0007	\$ 61.42
9240 Foxline Dr	16-119-23-11-0007	\$ 61.42
9820 Sundance Rd	08-119-23-13-0023	\$ 61.42
6315 Horseshoe Bend Dr	32-119-23-44-0009	\$ 61.42
23185 County Road 10	18-11-923-11-00007	\$ 61.42
20525 Larkin Rd	26-119-23-32-0002	\$ 61.42
22508 County Road 30	08-119-23-13-0001	\$ 61.42
19717 Jackie Ln	01-119-23-22-0025	\$ 61.42
9435 County Road 101	12-119-23-44-0001	\$ 61.42
21414 Meadow Ln	10-119-23-22-0004	\$ 61.42
8715 Garrison Ln	18-119-23-41-0002	\$ 61.42
10300 County Road 116	01-119-23-32-0007	\$ 61.42



6210 Rolling Hills Rd	33-119-23-33-0007	\$	61.42
20424 Larkin Rd	26-119-23-24-0004	\$	61.42
19921 Abilene Ln	26-119-23-41-0020	\$	61.42
6936 Oak Ridge Rd	26-119-23-44-0006	\$	61.42
19545 Annabelle Ln	36-119-23-24-0012	\$	61.42
19211 Bridle Path	36-119-23-41-0040	\$	61.42
10221 Hage Dr	05-119-23-34-0003	\$	61.42
7650 Rolling Hills Rd	28-119-23-22-0004	\$	61.42
10110 Hage Dr	05-119-23-34-0013	\$	61.42
10435 County Road 19	06-119-23-31-0003	\$	61.42
9025 County Road 116	14-119-23-14-0002	\$	61.42
19439 Annabelle Ln	36-119-23-13-0087	\$	61.42
19913 Hillside Dr	02-119-23-44-0018	\$	61.42
9840 Sundance Rd	08-119-23-13-0024	\$	61.42
6345 Butterworth Ln	35-119-23-34-0001	\$	61.42
19222 72nd Ave N	25-119-23-41-0050	\$	61.42
6200 Rolling Hills Rd	33-119-23-33-0008	\$	61.42
6500 Pioneer Trl	32-119-23-32-0002	\$	61.42
22820 Strehler Rd	17-119-23-34-0003	\$	61.42
20137 County Road 50	26-119-23-12-0003	\$	61.42
20833 70th Ave N	27-119-23-44-0023	\$	61.42
6340 County Road 116	36-119-23-33-0001	\$	61.42
6235 County Road 101	36-119-23-44-0010	\$	61.42
21887 Country Hills Dr	04-119-23-13-0004	\$	61.42
19136 63rd Ave N	36-119-23-44-0017	\$	61.42
20420 Rush Meadow Ln	02-119-23-21-0002	\$	61.42
7933 Maple Hill Rd	24-119-23-31-0001	\$	61.42
10800 Trail Haven Rd	03-119-23-22-0005	\$	61.42
20503 County Road 50	26-119-23-22-0004	\$	61.42
22005 County Road 10	16-119-23-24-0002	\$	61.42
6441 Larkspur Ln	36-119-23-41-0059	\$	61.42
22992 County Road 50	20-119-23-33-0005	\$	61.42
19322 Annabelle Ln	36-119-23-13-0014	\$	61.42
23820 Meadow Creek Dr	06-119-23-33-0011	\$	61.42
6230 Rolling Hills Rd	33-119-23-33-0005	\$	61.42
10035 Trail Haven Rd	10-119-23-22-0005	\$	61.42
19191 66th Ave N	36-119-23-14-0082	\$	61.42
6238 Steeple Chase Ln	36-119-23-43-0045	\$	61.42
6330 Horseshoe Bend Dr	32-119-23-41-0008	\$	61.42
19470 103rd Ave	01-119-23-42-0038	\$	61.42
6595 Prairie Sage Ln	36-119-23-42-0089	\$	64.01
20076 80th Ave	23-119-23-41-0029	\$	61.42
<b>Total</b>		\$	4,883.85

November 9, 2023

City of Corcoran  
County of Hennepin  
State of Minnesota

**RESOLUTION NO. 2023-95**

**Motion By:  
Seconded By:**

**A RESOLUTION CERTIFYING THE 2023 DELINQUENT WATER AND SEWER UTILITY FEES TO THE HENNEPIN COUNTY AUDITOR FOR COLLECTION IN 2024**

**WHEREAS**, the records of the City of Corcoran list certain properties as being delinquent; and

**WHEREAS**, the property owners have been notified of the due date through a direct mailing; and

**WHEREAS**, the owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment with late charge, to the city treasurer by November 15, 2023.

**WHEREAS**, City of Corcoran Ordinance No. 2011-261 authorizes certification of such delinquent properties to the Hennepin County Auditor for collection along with an administrative fee.  
Levy #24211

**NOW, THEREFORE BE IT RESOLVED**, the City of Corcoran, City Council hereby directs the Hennepin County Auditor to place upon the tax rolls for taxes payable in 2024 the delinquent accounts which are listed in Exhibit "A" who have not resolved the fees by close of business on November 15, 2023, attached hereto.

**VOTING AYE**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**VOTING NAY**

- McKee, Tom
- Bottema, Jon
- Nichols, Jeremy
- Schultz, Alan
- Vehrenkamp, Dean

**Whereupon, said Resolution is hereby declared adopted on this 9<sup>th</sup> day of November, 2023.**

\_\_\_\_\_  
**Tom McKee – Mayor**

**ATTEST:**

*City Seal*

\_\_\_\_\_  
**Michelle Friedrich – City Clerk**

<b>SERVICE ADDRESS</b>	<b>PID</b>	<b>CERTIFICATION AMOUNT</b>
6727 Annabelle Ln	36-119-23-24-0017	\$724.00
19549 104th Pl	01-119-23-31-0010	\$166.26
6492 Carriage Way	36-119-23-41-0011	\$112.32
19929 64th Ave	35-119-23-41-0029	\$39.33
19931 65TH AVE	20019931-65730001	\$149.13
20166 78TH PL	23-119-23-43-0034	\$125.20
	<b>TOTAL</b>	<b>\$1,316.24</b>

## STAFF REPORT

Agenda Item: 9b.

<b>Council Meeting</b> November 9, 2023	<b>Prepared By</b> Kathy Hughes
<b>Topic</b> City Logo Design Finalist	<b>Action Required</b> Direction

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### Summary

At the October 26, 2023 work session, City Council directed staff to move five city logo designs submitted through 99designs to the community input stage of the new city logo design project. On November 1, 2023, a community input survey was introduced to the City of Corcoran community via our website, utility billing mailings, social media, and flyers posted at city businesses. Data collected from the survey will be emailed to Council on November 8, 2023, and provided at the Council meeting November 9, 2023.

### Financial/Budget

Staff stayed within the approved cost of \$299 using 99designs services.

### Options

1. Approve one logo design with applicable final changes.
2. Decline all logo designs and provide staff with new direction.

### Recommendation

Staff recommends Council select one of five design options.

### Council Action

Council approves one logo design with applicable final changes.

### Attachments

1. Community survey results sent by email November 8, 2023 and printed November 9, 2023.

## STAFF REPORT

## Agenda Item: 9c.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Jessica Christensen Buck
<b>Topic:</b> Three Rivers Cooperative Agreement	<b>Action Required:</b> Approval

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### Summary

Staff have been working with Three Rivers Park District to develop a cooperative agreement that will allow for more efficient development of the Diamond Lake Regional Trail through the City. Included in the agreement is the reimbursement for areas that were acquired prior to the agreement, including some trails through the following developments: Amberly/Bellwether, Bellwether, Rush Creek Reserve, and Tavera. Table A in the agreement provides the approximate length of the trails in each development, as well as the compensation amount to be provided to the City from Three Rivers Park District in 2024. The reimbursement amount is at a rate 25% of the "Bituminous Trail Reimbursement Cost" (\$17) listed in the 2023 Fee Schedule for a total of \$4.25/lineal foot.

Table A reflects "built" and "entitled" sections of trail to encompass the development areas where the Diamond Lake Regional Trail is proposed. With regards to the usage of "entitled" in the table, this refers to the land at the time of this agreement, of which no trail currently is in place, but the City has entitlements approved. The deferred compensation for the entitled pieces of land, is included to be reimbursed at the rate in the fee schedule, at time of final plat approval.

In addition to the reimbursement for the already approved trails is the reimbursement of up to \$15,000 for the design services paid or owed to the consultant to design the City Park segment and related structures.

Included in the agreement is a section that defines what factors make the trail regionally significant, at which point the City would turn over the trail segments to Three Rivers Park District. The threshold is as follows: at which time roughly half or more of the visitation is from people living outside of Corcoran, the trail directly connects to existing regional park/trail destinations such as Baker Park Reserve, or the contiguous/continuous trail length outside of Baker Park Reserve equals or exceeds three miles.

### Financial/Budget

Three Rivers Park District would reimburse the estimated cost of \$89,420.00 for the trail segments in the developments mentioned, as well as up to \$15,000 for the design related to City Park's trail and related structures.

### Options

1. Authorize approval of entering into the agreement with Three Rivers Park District subject to minor edits approved by the City Attorney.

2. Provide direction to staff to update the agreement with Three Rivers Park District and present the updated agreement at a future City Council meeting.
3. Decline the opportunity.

### **Recommendation**

Authorize approval of entering into the agreement with Three Rivers Park District subject to minor edits approved by the City Attorney.

### **Council Action**

Consider a motion to authorize approval of entering into the agreement with Three Rivers Park District subject to minor edits approved by the City Attorney.

### **Attachments**

1. TRPD Cooperative Agreement



**CITY OF CORCORAN  
AND  
THREE RIVERS PARK DISTRICT  
  
DIAMOND LAKE REGIONAL TRAIL  
COOPERATIVE AGREEMENT**

This agreement (the "Agreement") is made and entered into this 9<sup>th</sup> day of November 2023, by and between the Three Rivers Park District, a body corporate and politic and a political subdivision of the State of Minnesota ("Park District"), and the City of Corcoran, a Minnesota municipal corporation ("City").

**WHEREAS**, Park District is a political subdivision of the State of Minnesota authorized by statute to acquire, establish, operate, and maintain park facilities and regional trail systems; and

**WHEREAS**, City and Park District support the expansion of the regional trail system within the City, and specifically, the Diamond Lake Regional Trail ("Regional Trail") corridor connecting Baker Park Reserve and West Mississippi River Regional Trail; and

**WHEREAS**, Park District in partnership with the City prepared a master plan for the development of the Regional Trail based on the route conceptually approved by the City on July 22, 2021; and

**WHEREAS**, the City has approved a resolution of support for the master plan on June 23, 2022; and

**WHEREAS**, acquisition and development opportunities within the City are imminent and require timely collaboration between the City and Park District to capitalize on opportunities as they present themselves; and

**WHEREAS**, Park District and City desire to cooperate to acquire property rights, design, construct, operate and maintain the regional trail within the City, each employing their own powers.

**NOW THEREFORE**, in consideration of the mutual covenants herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, City and Park District agree as follows:

- A. Regional Trail Route and Status.** The approved conceptual Regional Trail route is shown on Exhibit A. Both parties agree minor changes in the final Regional Trail route are allowable in order to best capitalize on opportunities to secure land, develop the trail, create a high quality Regional Trail corridor, be fiscally responsible, or similar. City Administrator or designee and Park District Superintendent or designee shall have authority to approve minor changes to the regional trail corridor route. Substantial changes in the route must be approved by both parties and may require a public engagement process.
- B. Property Rights.** City shall acquire and convey to Park District permanent property rights for purposes of establishing a continuous and contiguous Regional Trail corridor where Park District does not already have rights in place. Regional Trail corridor shall be a minimum width of 20 feet unless otherwise agreed upon.

City may fulfill this responsibility through public trailway easements, fee title, or permanent irrevocable permit or any combination thereof (individually and collectively referred to hereafter as 'Easement') provided that a permanent irrevocable permit and license shall only be used in situations where City does not have property rights sufficient to convey fee title or an easement but does have the legal authority to construct, maintain, and operate sidewalks, trails, and other such public ways within the permit area. Non-fee title property rights (i.e. easements and permits) conveyance documents shall generally adhere to typical public trailway easement and permanent irrevocable permit (in the general form attached hereto as Exhibit B) unless otherwise agreed upon by both parties.

In the event City acquires property rights from private parties to fulfill this obligation, Park District will reimburse City for acquired property rights. Reimbursement shall be limited to the amount paid for the property rights or to the amount the City would have received in the event cash in lieu of land was used to meet park dedication requirements provided however, that the reimbursement amount is supported by an MAI appraisal approved by the Park District and funded equally by the parties and that the reimbursement amount is deemed reasonable by the Park District before the property rights are obtained. City shall be responsible for any other acquisition costs. Park District shall not be responsible to reimburse City for acquisition of property rights it already holds, except as identified in Paragraph D of this Agreement. Park District shall not be obligated to proceed with any obligation under this Agreement except to reimburse City for agreed upon property rights reimbursement expenses until City has conveyed to Park District an Easement sufficient to create continuous and contiguous regional trail corridor. Park District shall reimburse City the amount paid for property rights within 180 days of notice by City, unless otherwise agreed upon.

Park District may at its sole discretion also acquire property rights for purposes of creating a continuous and contiguous regional trail corridor from willing sellers. In such cases, City shall approve via resolution Park District's acquisition of property rights so long as the acquisition is consistent with the approved route as shown on Exhibit A, or is otherwise acceptable to City.

In the event City's right to so maintain a regional trail is lost by City-initiated action which results in the vacation, condemnation, or revocation of license or permit (such action a "City Loss of Use"), City will acquire such additional rights, titles and interests as are needed to provide a continuous and contiguous regional trail corridor at City expense. If the City Loss of Use occurs after construction of the regional trail, the City shall reconstruct the regional trail, if necessary, at City expense.

In locations where the City meets its Easement responsibilities via an irrevocable permit and license, the City represents that it currently has or will obtain the legal right and authority to construct, maintain, and operate Regional Trail within the permit area.

The parties recognize that certain Trail segments and road/railroad crossings may require agreements with third parties such as the Minnesota Department of Transportation ("MnDOT"). The parties to this Agreement shall cooperate to secure necessary permissions to use such crossings and bridges. In the event that

necessary permissions cannot be secured, this Agreement may be terminated by either party provided that monies due to either party is first paid.

**C. Design and Construction.** Design and construction of the Regional Trail and associated structures and road crossings shall be in accordance with the Regional Trail Standard Details (Exhibit C) and standards and guidelines adopted by the Park District. The Park District will have final discretion over Regional Trail and safe crossing design and the interpretation and execution of engineering best practices.

**i. Design and Construction by Park District.** The Park District will coordinate and fund design of Regional Trail and related structures. Park District may, in its sole discretion, contract with consultants to provide professional design services including, but not limited to design development, bidding documents, construction plans and specifications, contract document preparation, construction administration, and project close out. Park District shall submit all Regional Trail plans to City for review and approval, provided however, that approval shall not be unreasonably withheld.

Park District shall be responsible for bidding and construction of the Regional Trail and related structures in accordance with approved construction plans and specifications. Construction shall commence following (1) conveyance to Park District of Easements in accordance with Paragraph B – Property Rights of this Agreement, (2) Park District and City approval of plans and specifications for the Regional Trail, and (3) project funding approval by Park District Board of Commissioners.

**ii. Design and Construction by City.** In the alternative, City may design and construct the Regional Trail and related structures at Park District expense if first approved by Park District. If the City seeks to undertake such action as a part of an approved development plat, the parties recognize that the City must adhere to certain review and decision timeframes including, without limitation, adherence to MN Stat. 15.99, commonly known as the “60 day Rule”. In light of these obligations of the City, the Park District agrees to, when necessary, conduct expedited review of a City request pursuant to this Section and render a timely decision so that the City’s decision timelines may be met. If such a request is approved by the Park District, in its sole discretion, City shall assume all responsibilities associated with design and construction of Regional Trail and related structures, including, but not limited to design development, bidding documents, construction plans and specifications, contract document preparation, construction administration, and project closeout. City may do no work on the Regional Trail or related structures until it has submitted all Regional Trail plans, including substantial changes, to Park District for review and has received approval from Park District. Park District will delegate authority to approve substantial changes to appropriate staff. Approvals shall not be unreasonably withheld, qualified, or delayed. Further, the Park District shall not deny any plans or changes thereto which are compliant with Park District standards, based upon budgetary or business considerations. The Park District retains discretion to approve plans subject to a reasonable deferred reimbursement schedule.

If the City’s request to design and construct the Regional Trail and related structures is approved by the Park District, City shall be responsible for bidding and construction of the Regional Trail and related structures in accordance with

the Park District approved construction plans and specifications. Bids shall utilize unit costs where possible unless otherwise agreed to. City shall be responsible for construction administration including but not limited to construction supervision. City shall provide notice to Park District of the commencement of Regional Trail construction. Park District may observe construction and may consult with City regarding construction issues. City shall inform the Park District of final construction and shall schedule inspection by all parties and other appropriate agencies prior to closing the construction contract. Upon correction of any concerns identified in the inspections, City shall notify Park District in writing indicating completion of the project. Upon completion and once determined to be regionally significant as defined in Paragraph I, Park District shall assume Park District operations and maintenance responsibilities under this Agreement.

Park District may, at its reasonable discretion, withhold reimbursement for construction costs as provided by this Agreement for construction of the Regional Trail and related structures completed prior to Park District issuance of Notice to Proceed to City but not listed as an approved cost in Paragraph D. Park District will issue a Notice to Proceed following (1) conveyance to Park District of Easements in accordance with Paragraph B – Property Rights of this Agreement, (2) Park District approval of construction plans, specifications, and costs for Regional Trail and related structures, and (3) project funding approval by the Park District’s Board of Commissioners.

Park District shall reimburse City for direct costs of design services incurred by the City to design the Regional Trail and related structures and construction paid or owed to the contractor engaged by City to build the Regional Trail and related structures if first approved by the Park District. The Park District and City will establish maximum reimbursement for design and construction of the Regional Trail and related structures upon City’s request to assume said responsibilities. The balance of Regional Trail and related structures costs related to design and construction shall be the responsibility of City.

Park District will not reimburse City for indirect City costs incurred by City including, but not limited to, staff costs, costs of consultants and advisors, legal fees, or any other expense, which do not represent direct approved design or construction costs, including without limitation filing and permit fees, except as provided herein. In the event the City uses its own forces to design and administer the construction of the Regional Trail and related structures, the City may seek reimbursement for direct and reasonable staff costs if first approved by the Park District. City shall provide all records necessary for audit of costs. Reimbursement shall not be due until 1) City has conveyed required Easement to Park District in accordance with Paragraph B – Property Rights of this Agreement, 2) Park District approves the construction plans and specifications, and 3) Regional Trail and related structures are constructed in accordance with the Park District approved construction plans and specification. Park District shall reimburse City within thirty (30) days following receipt of verified statement of direct design and construction expenses for all costs authorized by this Paragraph Cii.

**D. Tavera, Rush Creek, Bellwether, Amberly, Amberly/Bellwether, and Corcoran Farms Business Park Developments.** The City or its designee shall be responsible for the design and construction of the segments through housing and industrial developments indicated in Table A below and depicted in Exhibit A. Design and construction of future segments will strictly adhere to the terms and conditions of Paragraph C(ii): Design and Construction by City except as provided herein.

The City or its designee, designed and/or built certain segments prior to the execution of this Agreement, however, they were designed and/or built with the intent of becoming part of the Regional Trail. On behalf of the Park District's best interests, the City worked to ensure compliance with the master planning work, final agreed upon route by both parties, Park District Regional Trail standards, and Park District design review feedback. As such the Park District will accept these trail segments as designed and/or constructed and will reimburse the City \$4.25 per linear foot which covers the additional cost of upgrading the City's planned 8' wide local trails to meet the 10' wide Regional Trail standards.

**Table A.**

Seg	Development Name	Approx. Trail Length (Built)	Approx. Trail Length (Entitled)	Compensation Amount (Built)	Approx. Deferred Compensation Amount (Entitled)	Approx. Total Commitment
A	Amberly/Bellwether	4255 ft	N/A	\$18,083.75	N/A	\$18,083.75
B	Bellwether	3050 ft	N/A	\$12,962.50	N/A	\$12,962.50
C	Rush Creek	505 ft	1635 ft	\$2,146.25	\$6,948.75	\$9,095.00
D	Corcoran Farms Business Park	N/A	3270 ft	N/A	\$13,897.50	\$13,897.50
E	Tavera	5715 ft	2610 ft	\$24,288.75	\$11,092.50	\$35,381.25
	Total	13,525 ft	7,515 ft	\$57,481.21	\$31,938.75	\$89,420.00

Reimbursement from the Park District shall occur in 2024 for completed trail segments. Reimbursement for trail segments which have not been completed as of the date of this Agreement shall occur in the calendar year following completion of each subsequent segment provided the City provides at least 6 months' notice of its intent to seek reimbursement to allow for budgeting. The City shall be solely responsible for any and all additional costs (over those contemplated in Table A for "Built" segments) to complete the trail upgrades to paved segments established as of the date of this Agreement, and as contemplated in this Paragraph D.

Notwithstanding the foregoing, the City shall be entitled to seek reimbursement from the Park District for additional trail improvements within the developments listed in Table A which are made upon land which, at the time of this Agreement, is subject to land use entitlements approved by the City but on which trail paving on certain contemplated segments has not commenced. When such segments are to be paved, the City will seek approval of construction plans and costs as contemplated in Section Cii, however, the Park District may not require, nor withhold reimbursement for, any standards which are in conflict with the land use entitlements already in place at the time of this Agreement. Reimbursement for

trail segments later built within entitled developments shall be based upon the approved Corcoran fee schedule in place at the time of final plat approval. The "Approx. Deferred Compensation Amount" values listed in Table A above are estimates provided based upon the 2023 Corcoran fee schedule.

- E. City Park Segment.** In accordance with Paragraph Cii, the Park District approves the City's request to design and construct the City Park Segment and related structures as depicted on Exhibit A. The Park District shall reimburse City up to \$15,000 for design services paid or owed to the consultant engaged by City to design the City Park Segment and related structures. The balance to design the City Park Segment and related structures shall be the responsibility of City. Reimbursement shall occur no sooner than January 2024.

Upon completion of the design by the City and design approval by the Park District for the City Park Segment, the parties agree to amend this agreement to establish a mutually agreeable maximize construction reimbursement amount and timing.

- F. Existing Local Trail Conveyance.** Upon Park District request, the City will convey ownership of existing local trail segments along the Regional Trail corridor to the Park District. The City may also request that the Park District assume ownership of existing local trail segments; however, the Park District shall have no obligation to accept ownership until the existing local trail is regionally significant as defined in Paragraph I.

- G. Permits and Assessments.** City shall not unreasonably withhold City approvals, City permits, and other official City permissions necessary for the Park District to operate, maintain, reconstruct and construct the Regional Trail. In consideration of the Park District's performance under this Agreement including its maintenance obligations, City hereby agrees that the Park District shall not be subject to assessment by the City pertaining to the installation or maintenance of trailway improvements made on the lands included in, or adjacent to, the Regional Trail corridor.

- H. Inconsistent Rights.** The City, for itself, its successors and assigns, hereby covenants that it will not construct nor grant others the right to construct any structures or improvements within the Easement areas, which are inconsistent with the rights and interests herein granted to Park District.

**I. Operation and Maintenance.**

- i. Operations and Maintenance by City or Designee.** The City or designee shall be solely responsible to operate and maintain the Regional Trail until such time as the Regional Trail or segments of the Regional Trail become regionally significant. For purposes of this Agreement, the Regional Trail shall become regionally significant at which time roughly half or more of the visitation is from people living outside of Corcoran, the trail directly connects to existing regional park/trail destinations such as Baker Park Reserve, or the contiguous/continuous trail length outside of Baker Park Reserve equals or exceeds three miles. City's operation and maintenance responsibilities include all routine and preventative maintenance and repair of the Regional Trail and all improvements to ensure the pavement remains in safe, good working order and open for public use. During the period in which the City is to perform operation and maintenance responsibilities on the Regional Trail, the City shall,



in the City's discretion, determine a reasonable and appropriate maintenance schedule and shall not be bound by any Park District standards for such maintenance beyond the requirements of this paragraph. Notwithstanding the foregoing, the parties agree that the City will have no obligation to perform winter maintenance, to include without limitation snow removal, even if the Regional Trail remains open during winter months.

- ii. **Operations and Maintenance by Park District.** At which time the Regional Trail or segments of the Regional Trail become regionally significant as outlined above, Park District and its agents and licensees shall have the sole and exclusive right and authority to operate and control the Regional Trail and to establish rules and regulations governing its use to the extent not in conflict with ordinances of the City. At such time, the Park District shall provide the City with a written notice acknowledging the Park District's acceptance of operation and maintenance responsibilities, and shall set forth the portions of the Regional Trail to which the notice applies.

Park District will be responsible for the renovation, replacement, repair, maintenance, and upkeep of the Regional Trail except bridges, tunnels and other structures owned by others, and as provided in Paragraph I(i). Park District shall be solely responsible for establishing maintenance standards for the Regional Trail, which will be consistent district wide.

Park District reserves the right to remove any vegetation or object that obstructs the use or safety of the Regional Trail including adjacent safety zones in accordance with Exhibit C – Typical Trail Section.

- J. **Trail Uses and Purposes.** Regional Trail shall be open to the general public and be used exclusively for outdoor recreation and commuter activities, including but not limited to non-motorized uses such as walking, jogging, skating, and biking. The use of electric-assisted bicycles as defined in Minnesota State Law and Other Power Limited Mobility Devices as defined by the American with Disabilities Act and in accordance with Park District Policy are permitted.

In addition, motor vehicles used by the City or Park District for maintenance, law enforcement or other public uses will be permitted on the Regional Trail. Routine maintenance and patrol with motor vehicles will be conducted from adjacent roadways where feasible.

- K. **Winter Use.** As of the date of this Agreement, Park District policy is to leave the Regional Trail open to the public in winter, but perform no winter maintenance. Park District reserves the right to operate and maintain the Regional Trail for winter use in its sole discretion. The City may request a Park District Winter Use Permit to operate and maintain the Regional Trail during winter months. Such permit will require City, among other things, to assume responsibility for trail maintenance, operation and liabilities associated with winter use.

- L. **Signage.** The Park District shall be responsible to furnish, install, and maintain the trail information sign/kiosk program and all trail signage desired by Park District, at Park District expense. Signage will indicate that the Regional Trail is owned/operated by the Park District. City may provide additional signage within the Regional Trail corridor, provided however, that Park District shall approve additional signage, and that City shall be responsible for providing and maintaining

respective signage, at City's expense. The Park District shall not unreasonably withhold approval of City signage.

The party responsible for trail design, construction and/or reconstruction shall install all trail regulatory signs as prescribed by the Minnesota Manual on Uniform Traffic Control Devices (Mn MUTCD), as a part of the design and construction of the Trail. Regulatory signage costs shall be a construction cost allocated to the party(ies) funding the construction. Park District shall be responsible for the maintenance of regulatory signs post-construction, at Park District expense.

City shall be responsible for providing and maintaining roadway crossing treatments such as pedestrian striping, basic road signs and/or other treatments as specifically prescribed by City when the Regional Trail crosses a City road within the municipal boundaries of the City. The Park District shall be responsible for any costs of providing and maintaining any roadway crossing treatments which are required by a third party with authority to make such requirements including, for illustration and not limitation, Rectangular Rapid Flashing Beacons (RRFBs) required by the County or State.

- M. Utilities.** City shall enforce its franchise agreements with utility companies and, where such authority exists, require utility companies to relocate utilities at their own expense.

City shall at all times retain the right to maintain, repair or replace any existing utilities and related facilities in, on, or under said Regional Trail provided that if any such activities by the City shall or are reasonably likely to damage or limit the use of the Regional Trail, the City will give the Park District ninety (90) days prior written notice of the same (except in cases of emergency, where no advance notice shall be required). The City will upon completion of such activities so affecting the Regional Trail or any portion thereof, restore the Regional Trail to its preexisting condition or better. For clarity, this restoration obligation shall require reasonable patching of disturbed pavement, but not reconstruction to restore a seamless product, as agreed upon by both parties prior to completion of the repairs.

City and Park District recognize that prior notice is needed to develop temporary trail detour routes and temporary signage. City and Park District will cooperatively determine and implement a temporary detour route when feasible.

- N. Law Enforcement.** The City will patrol and police the Regional Trail in such manner and by such persons as the City shall deem necessary, and may enforce all rules and ordinances of the City except as provided herein. Notwithstanding anything herein to the contrary, the Park District shall have the right to enforce its rules, regulations and ordinances with respect to the Regional Trail, to the extent the same does not directly conflict with the City's enforcement of the City's rules and ordinances. Neither party shall promulgate any ordinance, rule or regulation which contravenes this Agreement with respect to the Regional Trail.

- O. Indemnification.** Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law. Minnesota Statutes Chapter 466 and other applicable law govern the parties' liability. To the full extent permitted by law, this Agreement is intended to be and shall be construed as a "cooperative

activity” and it is the intent of the parties that they shall be deemed a “single governmental unit” for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, Subd. 1a (a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party. In addition to the foregoing, nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

- P. Successor and Assigns.** The Agreement shall be binding upon the parties hereto and their respective successors and assigns, provided, however, that neither City nor Park District shall have the right to assign its rights, obligations and interests in or under this Agreement to any other party without the prior written consent of the other party.
- Q. Amendment, Modification or Waiver.** No amendment, modification or waiver of any condition, provision or term of this Agreement shall be valid or of any effect unless made in writing and signed by the party or parties to be bound, or its duly authorized representative. Any waiver by either party shall be effective only with respect to the subject matter thereof and the particular occurrence described therein, and shall not affect the rights of either party with respect to any similar or dissimilar occurrences in the future.
- R. Rights and Remedies Cumulative.** The rights and remedies provided by this Agreement are cumulative and no right or remedy at law or in equity which either party hereto might otherwise have by virtue of a default under this Agreement nor the exercise of any such right or remedy by either party will impair such party's standing to exercise any other right or remedy.
- S. No Agency.** Nothing contained herein and no action by either party hereto will be deemed or construed by such parties or by any third person to create the relationship of principal and agent or a partnership or a joint venture or any other association between or among the parties hereto.
- T. Saving Provision.** If any provision of the Agreement shall be found invalid or unenforceable with respect to any entity or in any jurisdiction, remaining provisions of the Agreement shall not be affected thereby, and such provisions found to be unlawful or unenforceable shall not be affected as to their enforcement or lawfulness as to any other entity or in any other jurisdiction, and to such extent the terms and provisions of this Agreement are intended to be severable.
- U. Termination.** This Agreement may be terminated by Park District or City by mutual agreement or as otherwise provided in this Agreement. This Agreement shall be terminable by either party upon a material breach by the other party.

The provisions of Paragraph O survive termination with respect to claims that arise from actions or occurrences that occurred prior to termination.

- V. Governing Laws.** This Agreement will be construed in accordance with the laws of the State of Minnesota.

**W. Title and Signing Authority.** City warrants that it will own good and marketable title to all property in which City provides public trailway easement or real property rights to Park District and that the undersigned is authorized to execute this Agreement.

**X. Enforcement.** In the event either party should bring an action to enforce the terms of this Agreement, the prevailing party shall be entitled to recover from the other all of the legal or other expenses of the prevailing party, including reasonable attorneys' fees, and to have the same awarded as part of the judgment in the proceeding in which legal expenses and attorneys' fees were awarded.

**Y. Notices.** Any notice given under this Agreement shall be deemed given on the first business day following the date the same is deposited in the United States Mail (registered or certified) postage prepaid, addressed as follows:

If to the Park District: Superintendent  
Three Rivers Park District  
c/c Legal Counsel  
3000 Xenium Lane North  
Plymouth, MN 55441

If to City: City Administrator  
City of Corcoran  
8200 County Rd 116  
Corcoran, MN 55340

With Copy to: John Thames, City Attorney  
6300 Shingle Creek Parkway  
Suite 305  
Minneapolis, MN 55430

**IN WITNESS WHEREOF**, Park District and City have entered into this Agreement as of the date and year first above written.

**Three Rivers Park District**, a public corporation and political subdivision of the State of Minnesota

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Its Chair – Board of Commissioners

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Its Superintendent  
And Secretary to the Board

**City of Corcoran**, a Minnesota municipal corporation

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Its Mayor

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Its City Administrator

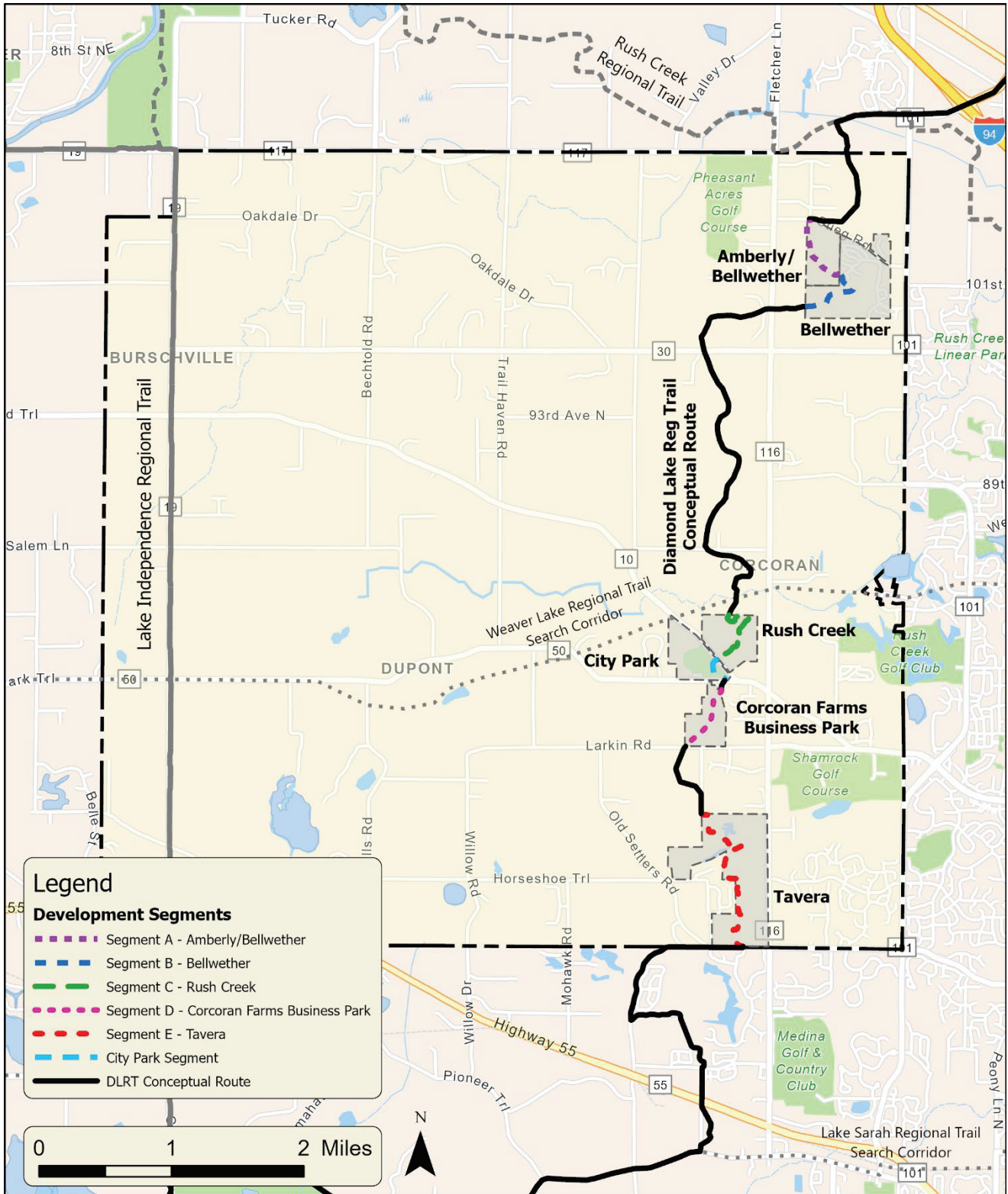
## Exhibits

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- Exhibit A      Conceptual Regional Trail Route**
- Exhibit B      Public Trailway Perpetual Easement and  
Permanent Irrevocable Permit Agreement**
- Exhibit C      Regional Trail Standard Details**



## Exhibit A Conceptual Regional Trail Route



## EXHIBIT B

### PUBLIC TRAILWAY PERPETUAL EASEMENT AND PERMANENT IRREVOCABLE PERMIT AGREEMENT

This Public Trailway Easement ("Easement") and Permanent Irrevocable Permit ("Permit"), made this \_\_\_\_\_ day of \_\_\_\_\_, 202\_, between the City of Corcoran, a Minnesota municipal corporation ("Grantor") and Three Rivers Park District, a political subdivision of the State of Minnesota, Hennepin County, Minnesota ("Grantee").

#### RECITALS

**WHEREAS**, Grantor and Grantee entered into a Trailway Cooperative Agreement ("Agreement") for \_\_\_\_\_ Regional Trail ("Trail") dated as of \_\_\_\_\_, 202\_; and

**WHEREAS**, pursuant to the Agreement, Grantor agreed to convey to Grantee an Easement and/or Permit as further described herein and Grantee agreed to accept Easement and/or Permit according to the terms and conditions contained herein; and

**WHEREAS**, Grantor is the fee owner of certain real property in Hennepin County, Minnesota, legally described on the attached Exhibit A ("Easement Area"); and

**WHEREAS**, Grantor is not the fee owner, but has legal authority to construct, maintain and operate sidewalks, trails, and other such publicways and Permit within the area legally described on the attached Exhibit B ("Permit Area"); and

**WHEREAS**, said Easement provided by the Grantor does not convey ownership of lands within the Easement and Permit Areas to the Grantee.

**NOW THEREFORE**, in consideration of mutual covenants contained within the Agreement referenced above, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Grantor agrees as follows:

#### TERMS OF PERPETUAL EASEMENT AND PERMANENT AND IRREVOCABLE PERMIT

- 1.) Grant of Easement. Grantor grants and conveys to the Grantee the Easement legally described and depicted on the attached Exhibit A. The easement shall be perpetual, shall run with the land, shall be binding upon Grantor and its successors and assigns and shall be for the benefit of Grantee and its successors and assigns. The easement shall be non-exclusive; provided, however, this easement shall be prior to and superior to any other easement hereinafter granted. Any future easement shall be subject to and subordinate to, and shall not interfere with, the easement without the consent, in writing, of Grantee.
- 2.) Grant of Permit. Grantor grants and conveys to the Grantee the permanent, irrevocable Permit legally described and depicted on the attached Exhibit B. In accordance with the Agreement, the Grantor may substitute a Permit for an Easement only where the Grantor currently does not own property rights sufficient to convey an Easement. The permit shall be permanent, shall be binding upon Grantor and its successors and assigns and shall be for the benefit of Grantee and

## EXHIBIT B

---

its successors and assigns. The permit shall be non-exclusive; provided, however, this permit shall be prior to and superior to any other permitted use of the permitted area, hereinafter granted. Any future permit shall be subject to and subordinate to, and shall not interfere with, the permit without the consent, in writing, of Grantee.

- 3.) Scope of Easement and Permit. The perpetual non-exclusive Easement and Permit granted herein includes the right of the Grantee, its contractor, agents, and employees to locate, install, construct, reconstruct, operate, maintain, inspect, alter and repair within the described Easement and Permits Areas any of the following facilities and amenities: public sidewalk or trail, trail signage, informational kiosks, benches, bike racks, fences, trail bridges/tunnels, and any other trail related structure.
- 4.) Trail Use and Purposes. This Easement and Permit is for public trailway purposes only. The Trail shall be open to the general public, and be used exclusively for outdoor recreation and commuting including but not limited to walking, jogging, skating, biking, and uses allowed under State and Federal law including, but not limited to, other personal driven mobility devices (OPDMD's) and electric personal assistive devices. In addition, motor vehicles used for maintenance, law enforcement or other public uses will be permitted within the Easement and Permit Areas.
- 5.) Property Rights and Execution Authority. The Grantor warrants that it 1) owns good and marketable title to the Easement Area, 2) has legal rights to construct, maintain and operate sidewalks, trails and other such publicways within the Permit Area, 3) has the right, title and capacity to convey the Easement and Permit to Grantee, and 4) that the undersigned is authorized to execute this Easement and Permit.
- 6.) Environmental Matters. Grantor shall provide Grantee written documentation of any and all previously and/or currently present hazardous materials, pollutants, or other contaminants within the Easement and Permit Areas (collectively the "Easement Areas") known to the Grantor. Beyond any information contained within the same, Grantor has no additional actual knowledge of adverse environmental conditions within the Easement Areas. Grantor shall indemnify and hold harmless Grantee for any costs, expenses, damages, obligations, including penalties and reasonable attorney's fees, or losses resulting from any claims, actions, suits or proceedings based upon the release or threat of release of any hazardous substances, pollutants, or contaminants which relate to the Easement Areas and which release or threat of release occurred during Grantor's ownership of the Easement Areas prior to the effective date of this Easement and Permit.
- 7.) Binding Effect. The terms and conditions of this instrument shall run with the land and be binding on the Grantor, its successors and assigns.

[Signature pages to follow]

**EXHIBIT B**

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**In witness whereof**, the said parties have caused this instrument to be executed on the date and year first written above.

CITY \_\_\_\_\_

\_\_\_\_\_  
Its Mayor

\_\_\_\_\_  
Its City Administrator

State of Minnesota )  
                                  ) S.S.  
County of Hennepin )

The foregoing instrument was acknowledge before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ and \_\_\_\_\_, the Mayor and City Administrator, respectively of the City of \_\_\_\_\_, a Minnesota municipal corporation, Grantor, on behalf of the same.

\_\_\_\_\_  
Notary Public

Notary Stamp or Seal

This instrument drafted by:  
Three Rivers Park District  
3000 Xenium Lane North  
Plymouth, MN 55441

**EXHIBIT B**

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**EXHIBIT A  
PUBLIC TRAILWAY EASEMENT  
LEGAL DESCRIPTION**

Hold for Legal Description

**EXHIBIT B**

---

**EXHIBIT B  
PUBLIC TRAILWAY PERMIT  
LEGAL DESCRIPTION**

Hold for Legal Description



**EXHIBIT C**  
**Regional Trail Standard Details**

**Three Rivers Park District**  
**Trail Design Guidelines**  
**Updated August 11, 2023**

*\* Italic text indicates TRPD modification to published standard or a new standard created by TRPD.*

<b>Design Component</b>	<b>Design Standard/Best Practice</b>	<b>References</b>
<b>Trail Classification = Regional Trail (2-way shared use trail)</b>		
<b>Trail Geometry</b>		
Trail width (shared use path)	Typically, 10' from pavement edge to pavement edge. <i>Trail width may be modified based on Level of Service (LOS) projections.</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>
Shoulder width	5' preferred where ROW is not constrained, 2' minimum on both sides of trail.	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>
Clear zone	<i>3' minimum on both sides of trail.</i> Clear zone is measured from edge of bicycle travel lane.	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>
Cross slope	Typically 1.5% in one direction, with direction dependent on drainage and horizontal curvature. Minimum cross slope = 1.5%, maximum cross slope = 2.0%. 5' for each percent of transition	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
Side slopes	2' min @ (1:6 V:H) 1:3 (V:H) for cut and fill slopes. 1:2 fill slopes may be considered in wetland areas. 1:2 cut slopes may be considered in heavily wooded areas on a site-specific basis. No slopes steeper than 1:2.	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>
Physical barrier, dense shrubbery, or railing	Install when < 5' of shoulder can be provided from the slope and Slopes 1V:3H w/ 6'+ drop Slopes 1V:3H adjacent to water body Slopes 1V:2H w/4'+ drop Slopes 1V:1H w/1' + drop	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> </ul>
Vertical clearance	10 feet minimum.	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>
<b>Horizontal Alignment</b>		
Design Speed	20 mph for regional trails. Use a 30 mph design speed for grades longer than 500 feet and greater than 4 percent, from the uphill point where grade equals 4 percent to 500 feet beyond the downhill	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> <li>• MN Rule 8820.9995</li> </ul>

**EXHIBIT C**  
**Regional Trail Standard Details**

Design Component	Design Standard/Best Practice	References
	point where the grade becomes less than 4 percent.	
Horizontal curves	100-foot minimum radius for 20 mph design speed, 156-foot minimum radius for 25 mph design speed. <i>Lean angle assumed to be 15° based on typical trail user.</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
Minimum lateral clearance (M)	Minimum lateral clearance on inside of horizontal curves to be free of sight obstructions. "M" is computed based on design speed, stopping sight distance, and radius of curve. <i>Areas required to be free of obstructions will be staked prior to construction and reviewed by the project team.</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
<b>Vertical Alignment</b>		
Profile grade	5% maximum profile grade preferred on regional trail. <i>Short segments of trail may be considered for exceeding 5% within the MnDNR allowable lengths on a case-by-case basis.</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
Vertical curves	Minimum vertical curve length is computed based on design speed, stopping sight distance, and approaching profile grades.	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
<b>Other Design Considerations</b>		
Trail/Road Intersections	<i>Crossing treatments to be evaluated based on site-specific considerations, current regulatory standards, and best practices guidance.</i>	<ul style="list-style-type: none"> <li>• Guidance for TPRD Trail Crossings</li> <li>• MMUTCD</li> </ul>
Intersection sightlines	Intersections shall provide clear sight distance equal to the stopping sight distance computed for the trail design speed. <i>Where it is not feasible to provide the minimum sight distance, designer should consider mitigating for trail safety, natural resources, or a combination to meet trail safety objectives.</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
Striping	<i>Trail centerline striping to be 4" yellow latex with glass beads. Broken line consists of 3' stripe, 9' gap. Locations of solid centerline to be determined by the designer. 4" Solid where trail is along BOC</i>	<ul style="list-style-type: none"> <li>• AASHTO 2012</li> <li>• MnDNR Trail Guidelines</li> <li>• MnDOT Bikeway Manual</li> </ul>
Signage	<i>Signage needs to be determined by designer based on site-specific</i>	<ul style="list-style-type: none"> <li>• MMUTCD</li> <li>• Safe Crossings guidance</li> </ul>

**EXHIBIT C**  
**Regional Trail Standard Details**

Design Component	Design Standard/Best Practice	References
	<i>considerations and current regulatory standards.</i>	
Benches/amenities/kiosks	<i>TRPD Project Team to review existing amenities along trail and provide recommendations for improvements.</i>	
Pavement section	<i>Typically, 3" of bituminous over 6" of Class 5 aggregate base. Class 5 extends 1' beyond trail edge. Trail shall be designed for a 30-year service life. Consider thicker pavement section where heavy vehicular traffic known to cross trail.</i>	<ul style="list-style-type: none"> <li>• TRPD standard plates TR-1 and TR-2.</li> </ul>
Curb ramps	<i>Design to meet ADA guidelines. Curb cut and truncated domes shall match trail width.</i>	<ul style="list-style-type: none"> <li>• MNDOT Standard Plans 5-297.250 for Pedestrian Curb Ramps</li> </ul>
Traffic control plan	<i>Trail detours and/or trail closures may be considered. Appropriate signage must be included at all local access points. Designer to provide signage/phasing plan for review by TRPD Project Team.</i>	
Turf establishment	<i>Seed mix and application rate to be determined based on land type adjacent to trail. Any erosion control blanket used shall consist of all-natural netting and stitching.</i>	<ul style="list-style-type: none"> <li>• TRPD Specification 32 9212 &amp; 31 2510</li> <li>• MNDOT Seeding Manual</li> </ul>

**Reference Information**

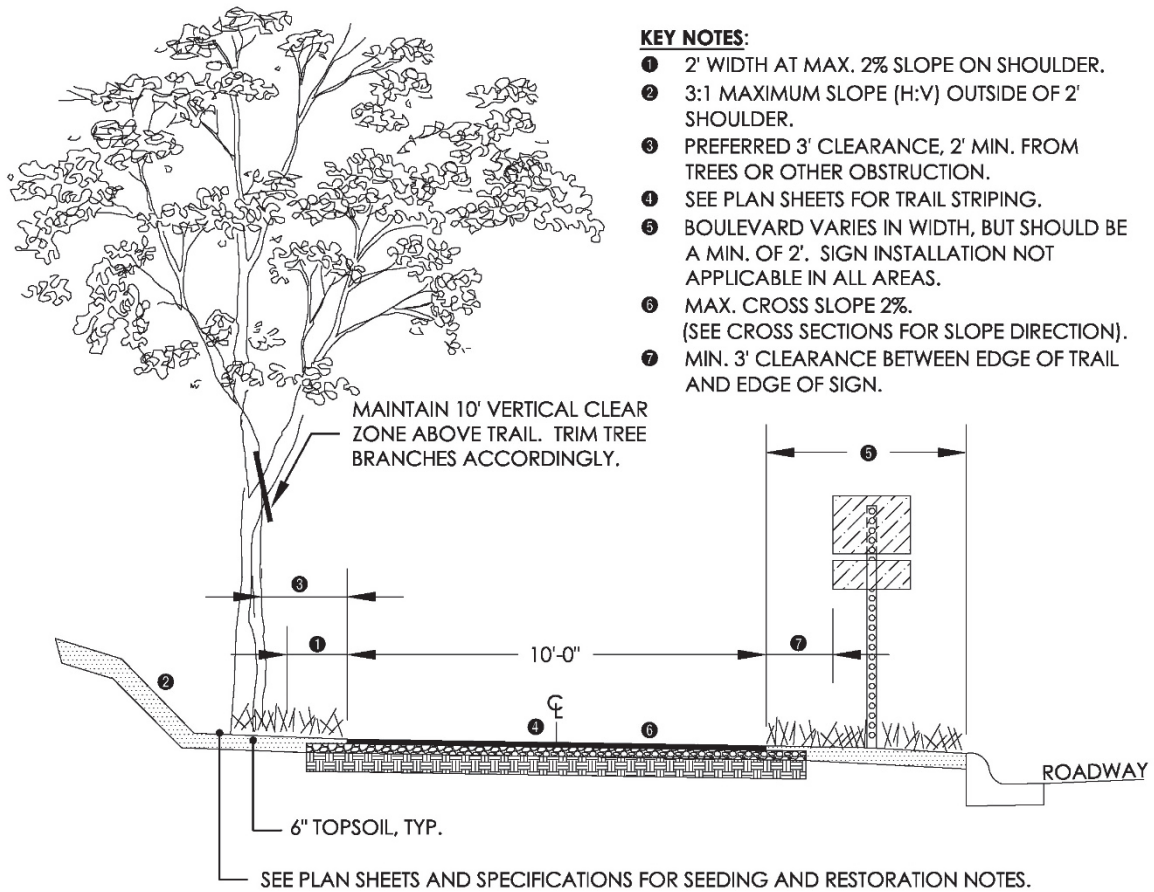
- "Guide for the Development of Bicycle Facilities", American Association of State Highway and Transportation Officials (AASHTO), 2012
- "Trail Planning, Design, and Development Guidelines", Minnesota Department of Natural Resources (MnDNR), 2007.
- "Mn/DOT Bikeway Facility Design Manual", Minnesota Department of Transportation (MnDOT), 2020
- "Best Practices for Traffic Control at Regional Trail Crossings", Various authors, 2011.
- Minnesota Manual for Uniform Traffic Control Devices (MMUTCD), July 2012.
- MNDOT Seeding Manual – 2014 Edition
- Guidance for Three Rivers Park District Trail Crossings, Determining Effective Trail Crossing Practices in TRPD parks and Public Rights-of-Way. December 2013

**Note to designer:** Any deviations from these design standards need to be documented through the TRPD project manager for incorporation into the permanent project file.

Special design elements: When underpass or overpasses are required, contact TRPD project manager for additional criteria.

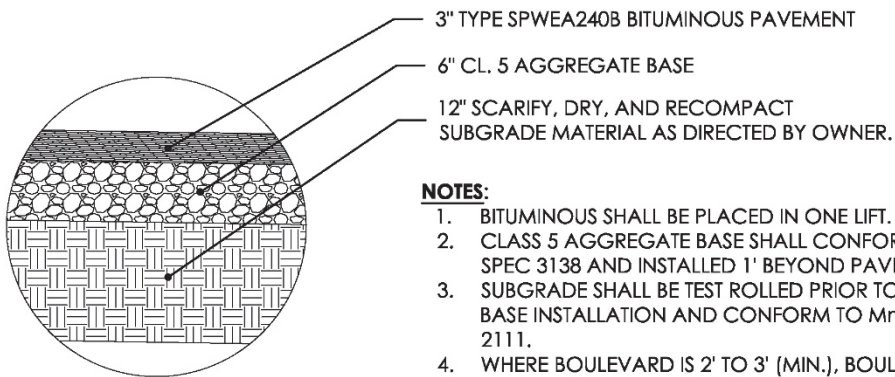


# EXHIBIT C Regional Trail Standard Details



**KEY NOTES:**

- ① 2' WIDTH AT MAX. 2% SLOPE ON SHOULDER.
- ② 3:1 MAXIMUM SLOPE (H:V) OUTSIDE OF 2' SHOULDER.
- ③ PREFERRED 3' CLEARANCE, 2' MIN. FROM TREES OR OTHER OBSTRUCTION.
- ④ SEE PLAN SHEETS FOR TRAIL STRIPING.
- ⑤ BOULEVARD VARIES IN WIDTH, BUT SHOULD BE A MIN. OF 2'. SIGN INSTALLATION NOT APPLICABLE IN ALL AREAS.
- ⑥ MAX. CROSS SLOPE 2%. (SEE CROSS SECTIONS FOR SLOPE DIRECTION).
- ⑦ MIN. 3' CLEARANCE BETWEEN EDGE OF TRAIL AND EDGE OF SIGN.

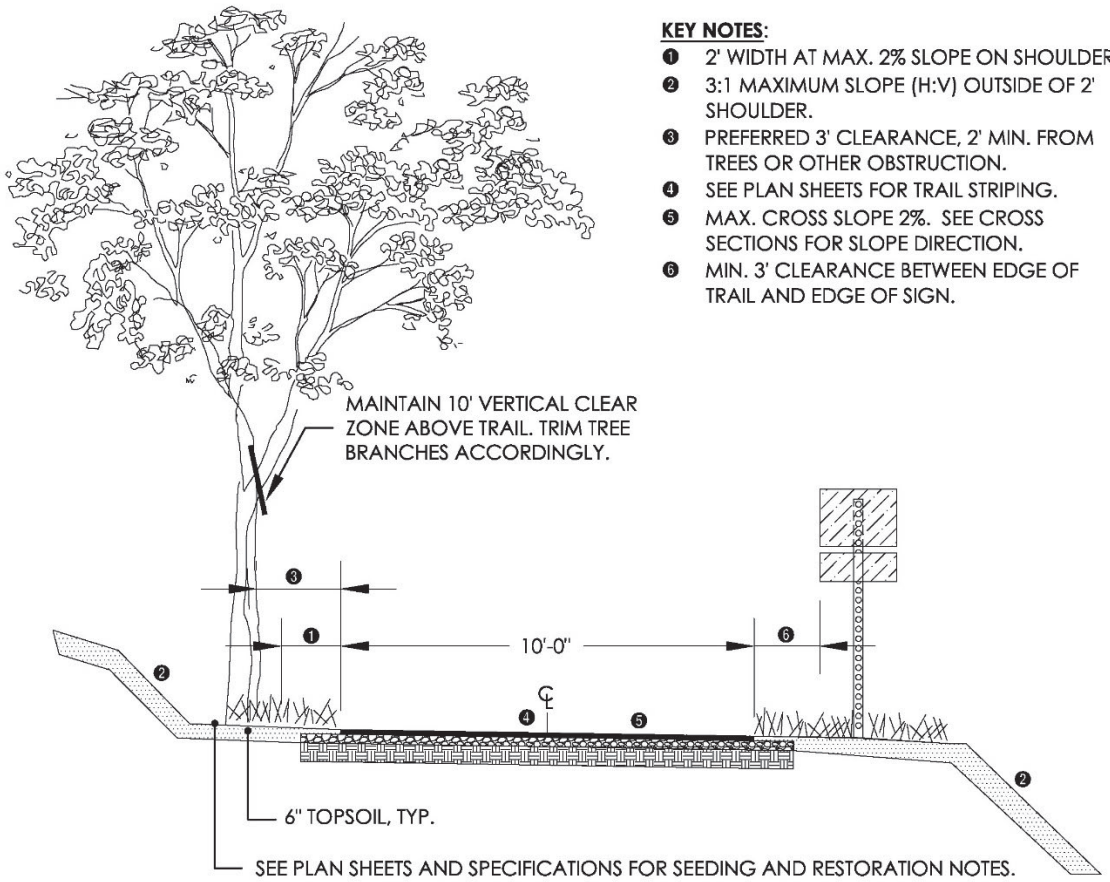


**NOTES:**

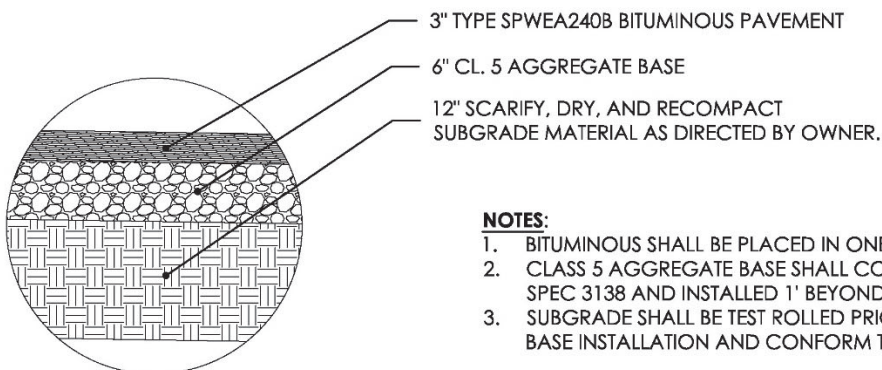
- 1. BITUMINOUS SHALL BE PLACED IN ONE LIFT.
- 2. CLASS 5 AGGREGATE BASE SHALL CONFORM TO MnDOT SPEC 3138 AND INSTALLED 1' BEYOND PAVEMENT EDGE.
- 3. SUBGRADE SHALL BE TEST ROLLED PRIOR TO AGGREGATE BASE INSTALLATION AND CONFORM TO MnDOT SPEC 2111.
- 4. WHERE BOULEVARD IS 2' TO 3' (MIN.), BOULEVARD SHALL BE CONSTRUCTED FROM IMPERVIOUS MATERIAL (I.G., BITUMINOUS, CONCRETE, PAVERS, ETC). SPECIAL STRIPING LAYOUT MAY APPLY, (SEE PLAN SHEETS).

TR-1 TYPICAL TRAIL SECTION 10' URBAN  
  
 NTS

# EXHIBIT C Regional Trail Standard Details



- KEY NOTES:**
- ① 2' WIDTH AT MAX. 2% SLOPE ON SHOULDER.
  - ② 3:1 MAXIMUM SLOPE (H:V) OUTSIDE OF 2' SHOULDER.
  - ③ PREFERRED 3' CLEARANCE, 2' MIN. FROM TREES OR OTHER OBSTRUCTION.
  - ④ SEE PLAN SHEETS FOR TRAIL STRIPING.
  - ⑤ MAX. CROSS SLOPE 2%. SEE CROSS SECTIONS FOR SLOPE DIRECTION.
  - ⑥ MIN. 3' CLEARANCE BETWEEN EDGE OF TRAIL AND EDGE OF SIGN.



- NOTES:**
- 1. BITUMINOUS SHALL BE PLACED IN ONE LIFT.
  - 2. CLASS 5 AGGREGATE BASE SHALL CONFORM TO MnDOT SPEC 3138 AND INSTALLED 1' BEYOND PAVEMENT EDGE.
  - 3. SUBGRADE SHALL BE TEST ROLLED PRIOR TO AGGREGATE BASE INSTALLATION AND CONFORM TO MnDOT SPEC 2111.

TR-2 TYPICAL TRAIL SECTION 10' OFF-ROAD  
NTS

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Jessica Christensen Buck
<b>Topic:</b> Wildflower Park Bike Rack	<b>Action Required:</b> Approval

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## Summary

Over the summer, Mayor McKee received a letter from a young, Corcoran resident named Annabelle. In her letter, Annabelle explained she and her family visit Wildflower Park frequently. During their visits, Annabelle noticed the absence of a bike rack at Wildflower Park. Annabelle wrote to Mayor McKee requesting a bike rack for Wildflower Park.

A committed donation has been attained for the cost and installation of the bike rack without utilization of park dedication funds.

Staff invited Annabelle and her family to the October 19, 2023, Parks and Trails Commission, where Annabelle formally requested a bike rack from the Commission. The Parks and Trails Commission recommended Council approve the request for a bike rack at Wildflower Park.

Attached are examples of possible bike racks, but additional research and data are necessary to determine the style and size needed to accommodate needs at Wildflower Park. Anticipated costs for the bike rack and installation are estimated at \$1,000-1,500. The anticipated bike rack installation is spring 2024.

Staff and Council discussion will be necessary to determine a process to address future amenity requests. Staff anticipates including the topic in future conversations with the parks consultant to determine parks amenity needs, standard features, and processing future requests.

## Financial/Budget

The bike rack is an unbudgeted expense, but an external organization has committed to fund the entire purchase and installation of the bike rack through a donation. If Council determines installation of the bike rack is feasible by the Corcoran Public Works Department, the installation cost would be a City funded expense, and the bike rack cost would be funded by the external, committed donation.

## Options

1. Approve purchasing and installation of a bike rack for Wildflower Park utilizing a one-time, committed donation.
2. Approve purchase of bike rack for Wildflower Park utilizing a one-time, committed donation, with the installation provided by the Corcoran Public Works Department and funded as a City expense.
3. Approve purchasing and installation of a bike rack for Wildflower Park utilizing alternative funding methods.



4. Decline purchasing and installation of a bike rack for Wildflower Park.

**Recommendation**

Approve purchasing and installation of a bike rack for Wildflower Park utilizing a one-time, committed donation.

**Council Action**

Approve purchasing and installation of a bike rack for Wildflower Park utilizing a one-time, committed donation.

**Attachment**

1. Bike rack quotes

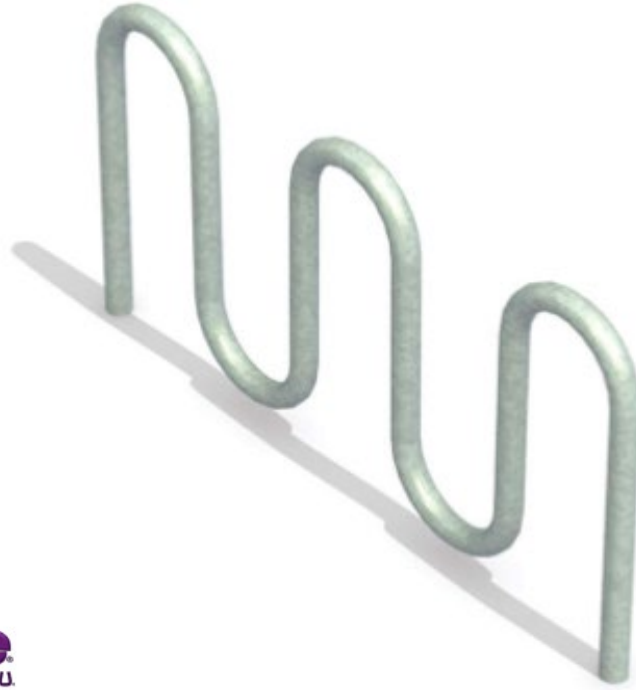
## 54" Contemporary Bike Rack

IMAGES

DOWNLOADS

Approx. List Price: \$644

Attachment: 9d1.



**Burke.**  
PLAY THAT MOVES YOU.

## 74" Contemporary Bike Rack

IMAGES

DOWNLOADS

Approx. List Price: \$699



**Burke.**  
PLAY THAT MOVES YOU.

## 10' Single Face Extra Heavy Duty Bike Rack

IMAGES

DOWNLOADS

Approx. List Price: \$752



**Burke**  
PLAY THAT MOVES YOU.

## 10' Double Face Extra Heavy Duty Bike Rack

IMAGES

DOWNLOADS

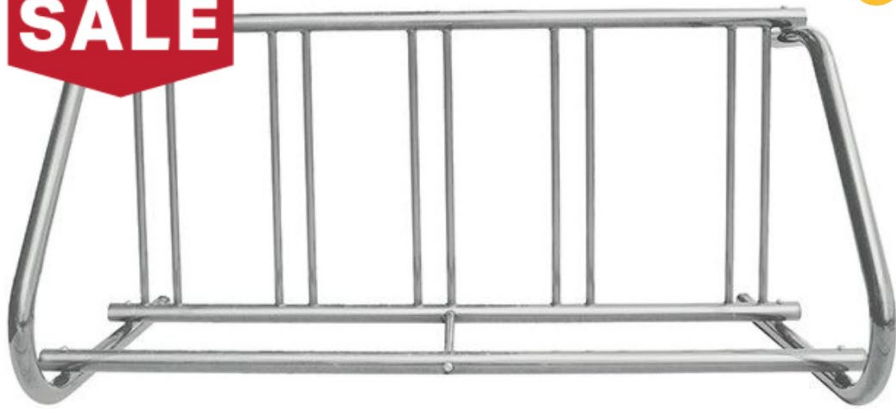
Approx. List Price: \$842

**Burke**  
PLAY THAT MOVES YOU.



**OVERSTOCK SALE**

IN STOCK  
READY TO SHIP



Traditional Galvanized PLUS Bike Racks

★★★★☆ 64 Reviews

Save 32% (284) **\$192.99**

SKU 7YT7069

Product Configuration

Bike Capacity

Selected Bike Capacity : 5

Ships in 1 to 2 Days

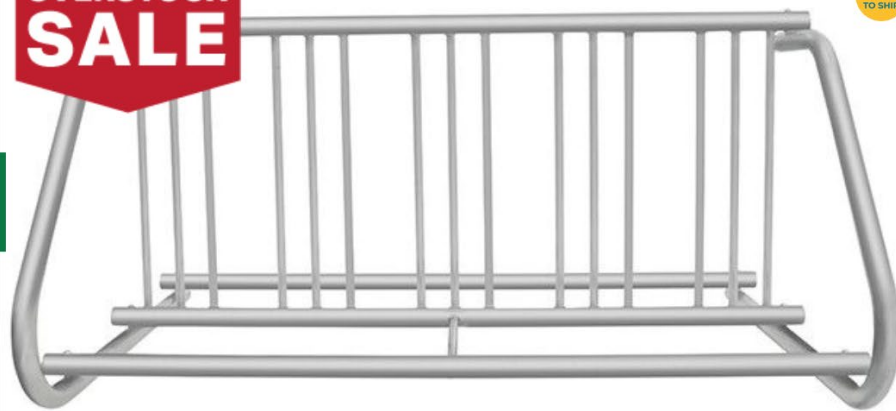
Qty

**Add to Cart**



**OVERSTOCK SALE**

IN STOCK  
READY TO SHIP



Traditional Galvanized PLUS Bike Racks

★★★★☆ 64 Reviews

Save 34% (320) **\$209.99**

SKU 7YT7068

Product Configuration

Bike Capacity

Selected Bike Capacity : 10

Ships in 1 to 2 Days

Qty

**Add to Cart**



Specifications

SKU	7YT7069	7YT7067	7YT7068	7YT7066
Model Name	5-Bike Rack (single sided)	9-Bike Rack (single sided)	10-Bike Rack (double sided)	18-Bike Rack (double sided)
Material	Steel	Steel	Steel	Steel
Mount Type	Portable/Surface Mount	Portable/Surface Mount	Portable/Surface Mount	Portable/Surface Mount
Bike Capacity	5	9	10	18
Height	-	-	28.5"	-
Overall Dimensions	60"L x 27.25"W x 28.5"H	108"L x 27.25"W x 28.5"H	60"L x 37.75"W x 28.5"H	111.5"L x 37.75"W x 28.5"H
Weight	49.0	80.0	65.0	105.0



### Park-It Powder-Coated Steel Bike Racks

★★★★★ 64 Reviews

Save 16% (260) **\$218.85** Quantity discounts available

SKU 7ZT7042-BK

#### Quantity Discounts

Quantity	6
Price	\$205.85

#### Product Configuration

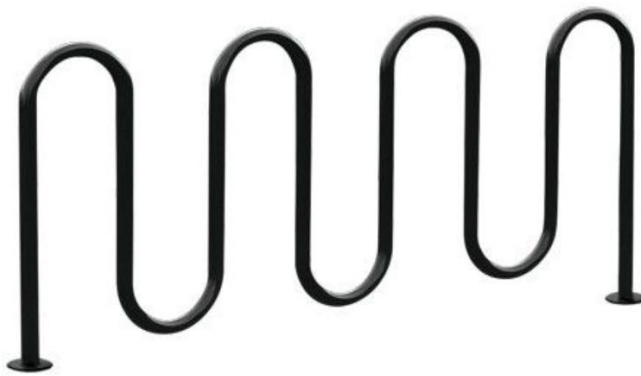
##### Mount Type



##### Bike Capacity

5 7 9 11

Selected Bike Capacity : 7



### Park-It Powder-Coated Steel Bike Racks

★★★★★ 64 Reviews

Save 16% (344) **\$288.85** Quantity discounts available

SKU 7ZT7043-BK

#### Quantity Discounts

Quantity	6
Price	\$268.85

#### Product Configuration

##### Mount Type



##### Bike Capacity


5 7 9 11

Selected Bike Capacity : 9

## Specifications

SKU	7ZT7041	7ZT7042	7ZT7043	7ZT7044
<b>Model Name</b>	5-Bike Surface Mount Rack	7-Bike Surface Mount Rack	9-Bike Surface Mount Rack	11-Bike Surface Mount Rack
<b>Material</b>	Steel	Steel	Steel	Steel
<b>Mount Type</b>	Surface Mount	Surface Mount	Surface Mount	Surface Mount
<b>Bike Capacity</b>	5	7	9	11
<b>Frame Tube Diameter</b>	1 7/8"	1 7/8"	1 7/8"	1 7/8"
<b>Height</b>	36"	-	-	-
<b>Overall Dimensions</b>	42.25"L x 4.25"W x 36"H	66.5"L x 4.25"W x 36"H	91"L x 4.25"W x 36"H	115.5"L x 4.25"W x 36"H
<b>Weight</b>	29.0	44.0	59.0	72.0





**Traditional Powder-Coated Bike Racks**  
 ★★★★★ 63 Reviews  
 Save 16% (284) **\$238.85** Quantity discounts available  
 SKU 7ZT7082

**Quantity Discounts**



Quantity	6
Price	\$228.85

**Product Configuration**

Bike Capacity

9
  10
  18

Selected Bike Capacity : 5

**Traditional Powder-Coated Bike Racks**  
 ★★★★★ 63 Reviews  
 Save 16% (516) **\$428.85** Quantity discounts available  
 SKU 7ZT7080

**Quantity Discounts**


Quantity	6
Price	\$408.85

**Product Configuration**

Bike Capacity

5
  9
  10
  18

Selected Bike Capacity : 9



## Specifications

SKU	7ZT7079	7ZT7080	7ZT7081	7ZT7082
<b>Model Name</b>	18-Bike Rack (double sided)	9-Bike Rack (single sided)	10-Bike Rack (double sided)	5-Bike Rack (single sided)
<b>Material</b>	Steel	Steel	Steel	Steel
<b>Mount Type</b>	Portable/Surface Mount	Portable/Surface Mount	Portable/Surface Mount	Portable/Surface Mount
<b>Bike Capacity</b>	18	9	10	5
<b>Overall Dimensions</b>	111.5"L x 37.75"W x 28.5"H	108"L x 27.25"W x 28.5"H	60"L x 37.75"W x 28.5"H	60"L x 27.25"W x 28.5"H
<b>Weight</b>	100.0	72.0	62.0	47.0





1-LOOP



3-LOOP



5-LOOP

Upscale stylish look. Easy to secure your bike.

- 10-gauge galvanized steel or attractive powder coating.
- 2 3/8" diameter bar.
- Mounting hardware included.
- For stadiums, parks and athletic fields.



WAVE BIKE RACKS

Galvanized Black Green

MODEL NO.	DESCRIPTION	SIZE L x W x H	BIKE CAPACITY	WT. (LBS.)	PRICE EACH		ADD TO CART
					1	3+	
<a href="#">H-2892*</a>	1-Loop	22 x 2 1/2 x 34"	3	27	\$230	\$220	<a href="#">Specify Color</a>
■ <a href="#">H-2543</a>	3-Loop	43 x 2 1/2 x 39"	5	56	395	375	<a href="#">Specify Color</a>
■ <a href="#">H-2544</a>	5-Loop	68 x 2 1/2 x 39"	7	80	515	495	<a href="#">Specify Color</a>

\* Galvanized and Black only

■ SHIPS VIA MOTOR FREIGHT

GRID BIKE RACKS



GALVANIZED SINGLE-SIDED



BLACK DOUBLE-SIDED

Everybody's biking! Secures bikes, deters theft. For commuter stations, libraries and schools.

- Sturdy 14-gauge construction, galvanized steel or attractive powder coating.
- Rust-resistant.
- Mounting hardware included.



GRID BIKE RACKS

Galvanized or Black

MODEL NO.	DESCRIPTION	SIZE L x W x H	BIKE CAPACITY	WT. (LBS.)	PRICE EACH		ADD TO CART
					1	3+	
<a href="#">H-2890</a>	Single-Sided	48 x 31 x 31"	4	48	\$350	\$330	<a href="#">Specify Color</a>
■ <a href="#">H-2891</a>		110 x 31 x 31"	9	78	550	520	<a href="#">Specify Color</a>
<a href="#">H-2540</a>	Double-Sided	48 x 36 x 31"	8	61	395	375	<a href="#">Specify Color</a>
■ <a href="#">H-2541</a>		110 x 36 x 31"	18	112	650	620	<a href="#">Specify Color</a>

SHIPS UNASSEMBLED

■ SHIPS VIA MOTOR FREIGHT

# STAFF REPORT

Agenda Item: 10a.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Michelle Friedrich
<b>Topic:</b> 2024 City Council Calendar	<b>Action Required:</b> Approval

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## Summary

Attached to this report is a draft calendar for City Council and Commission meetings for 2024. It includes the following change from the typical 2<sup>nd</sup> and 4<sup>th</sup> Thursday meetings for City Council:

- The second City Council meeting in November is proposed to be moved to Monday, November 25 to avoid the Thanksgiving holiday.
- Move the City Council meeting in December to Monday, December 16, and in between the two regularly scheduled meetings, to accommodate the winter holiday schedules.

In addition to the regular meeting schedule, the City Council should discuss whether regular work sessions should be scheduled in 2024 in the first quarter.

## Financial/Budget

None.

## Options

1. Approve 2024 City Council Calendar as presented.
2. Approve 2024 City Calendar with amendments.

## Recommendation

Approve 2024 City Calendar.

## Council Action

Consider a motion to approve 2024 City Calendar as presented.

## Attachments

1. Draft 2024 City of Corcoran Calendar Meetings.

# 2024 CITY OF CORCORAN

JANUARY						
S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

FEBRUARY						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	1	2
3	4	5	6	7	8	9

MARCH						
S	M	T	W	T	F	S
25	26	27	28	29	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

APRIL						
S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

MAY						
S	M	T	W	T	F	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

JUNE						
S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

JULY						
S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

AUGUST						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
3	4	5	6	7	8	9

SEPTEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

OCTOBER						
S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

NOVEMBER						
S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

DECEMBER						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
3	4	5	6	7	8	9

**Meetings**

	Council
	Council Quarterly Work Sess.
	Planning Commission
	Parks & Trails Commissions
	City Holiday
	Alternative Meeting Dates

**Mayor**

Tom McKee [tmckee@corcoranmn.gov](mailto:tmckee@corcoranmn.gov)

**Council Members**

Jonathan Bottema [jbottema@corcoranmn.gov](mailto:jbottema@corcoranmn.gov)  
 Jeremy Nichols [jnichols@corcoranmn.gov](mailto:jnichols@corcoranmn.gov)  
 Alan Schultz [aschultz@corcoranmn.gov](mailto:aschultz@corcoranmn.gov)  
 Dean Vehrenkamp [dvehrenkamp@corcoranmn.gov](mailto:dvehrenkamp@corcoranmn.gov)

**Contracted Services**

Planning 612-638-0225  
 Engineer 763-479-4209  
 Building Inspector 763-479-1720  
 City Assessor 612-348-2943  
 Septic / Henn Co. 612-543-5200  
 Randy's Sanitation 763-972-3335

Updated 9/6/23

H:\City Hall Information\CITY GOVERNMENT\Calendars

## STAFF REPORT

Agenda Item: 10b.

<b>Council Meeting:</b> November 9, 2023	<b>Prepared By:</b> Interim Administrator Gottschalk
<b>Topic:</b> Police Department Staffing	<b>Action Required:</b> Approval

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### Summary

The Public Safety Department is facing significant administrative staffing shortages. In June of 2023, Sergeant Andress separated employment with the City. The City is in the process of filling that vacancy. With this absence, Sergeant Peter Ekenberg has assumed the additional Sergeant duties. The previous City Administrator separated employment with the City and effective October 2023, 49% of the Director of Public Safety's time has been designated to the role of Interim City Administrator. As of October 2023, the Deputy Director of Public Safety is unavailable.

Sergeant Ekenberg has stepped up to fill many of the necessary administrative duties; however, many of the responsibilities of the Deputy Director fall outside of the authority of the Sergeant position. Some of these duties include oversight of the new Sergeant, emergency management duties, and coordination of fire services and development plan review.

When police officers in the bargaining unit serve as Acting Supervisor, they are compensated at 8% over base wage plus 1 hour of compensatory time per day on their days off. Authority for that designation is outlined in the collective bargaining agreement and assigned by the Director of Public Safety (Chief of Police).

The Sergeant and Deputy Director positions are not represented by a collective bargaining agreement. The Deputy Director position is currently designated as a Grade 17 in the City's Full-Time Wage Schedule. If 8% is added to Sergeant Ekenberg's current wage (Grade 13, Year 5), it would land in Grade 17 between the 6 month and 1-year steps. Staff recommends Sergeant Ekenberg's wage during the Interim Deputy Director appointment be placed at the Grade 17, 1 Year wage step. In 2023, this is \$54.68 per hour.

Because he would still be retaining some duties from his Sergeant position, staff is recommending he retain his non-exempt status during the interim appointment. If a change is requested, further analysis will be required.

### Financial/Budget

The additional wages for this appointment would be within the City's existing employee wages budget.

## **Options**

1. Consider a motion to approve Resolution 2023-96 appointing Peter Ekenberg as Interim Deputy Director of Public Safety.
2. Provide staff with other direction.

## **Recommendation**

1. Consider a motion to approve Resolution 2023-96 appointing Peter Ekenberg as Interim Deputy Director of Public Safety.

## **Council Action**

Consider a motion to approve Resolution 2023-96 appointing Peter Ekenberg as Interim Deputy Director of Public Safety.

## **Attachments**

Resolution 2023-96



**RESOLUTION NO. 2023-96**

**Motion By:  
Seconded By:**

**RESOLUTION APPOINTING PETER EKENBERG AS INTERIM DEPUTY  
DIRECTOR OF PUBLIC SAFETY FOR THE CITY OF CORCORAN, MINNESOTA**

**WHEREAS**, the Deputy Director of Public Safety for the City of Corcoran is currently unavailable; and

**WHEREAS** the Public Safety Department is facing significant administrative staffing shortages; and

**WHEREAS**, the staff currently supporting the additional administrative duties does not currently possess the positional authority over all of the necessary areas of support for the Public Safety Department; and

**WHEREAS**, the City wishes to appoint an Interim Deputy Director of Public Safety for the City.

**NOW, THEREFORE**, the Corcoran City Council **RESOLVES** as follows:

- 1) Peter Ekenberg is appointed as Interim Deputy Director of Public Safety retroactively effective October 16, 2023. The appointment is open-ended and will remain in effect until the permanent Deputy Director of Public Safety is available or until terminated or altered by separate action of the City Council, entirely at their discretion.
- 2) Peter Ekenberg, as Interim Deputy Director is authorized to fulfill all duties and responsibilities for the City of Corcoran as Deputy Director of Public Safety and is empowered with all authority granted to the Deputy Director of Public Safety by the City, during the term of his appointment.
- 3) While serving as Interim Deputy Director of Public Safety, Peter Ekenberg will receive pay at the Grade 17, Year 1 step of the City's Full-Time Wage Schedule. For the duration of the interim appointment Peter Ekenberg will be classified as a non-exempt employee. The compensation amount shall take effect retroactively on October 16, 2023.

**VOTING AYE**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Vehrenkamp, Dean**

**VOTING NAY**

- McKee, Tom**
- Bottema, Jon**
- Nichols, Jeremy**
- Schultz, Alan**
- Vehrenkamp, Dean**

**Whereupon, said Resolution is hereby declared adopted on this 9<sup>th</sup> day of November, 2023.**



**RESOLUTION NO. 2023-96**

\_\_\_\_\_  
**Tom McKee – Mayor**

**ATTEST:**

\_\_\_\_\_  
**Michelle Friedrich – City Clerk**

***City Seal***

**City of Corcoran  
2023 City Council Schedule**

*Below is a tentative schedule for City Council meetings. The items and schedule are subject to change.*

**November 20, 2023 (Monday Meeting Due to Holiday)**

- Robbie Kottke - Years of Service Recognition (5 Years-October 22)
- Park Signs Discussion
- Public Hearing - Charter Amendment
- Charter Amendment Adoption
- Planning Project Update
- Solid Waster Haulers Renewals and Staff Report
- Council Schedule 2024

**December 18, 2023 (Monday Meeting - Only Meeting in December )**

- Truth and Taxation Hearing
- Final 2024 Budget and Levy
- 2024 Wage Schedule
- 2024 Enterprise Fund Budget
- 2024 Fee Schedule Adoption
- Planning Project Update
- 2022 Audit Presentation and Annual Financial Report
- Voting Precincts in 2024

**2024**

**January 11, 2024**

- Firearms Ordinance Review
- Oaths of Office
- Annual Appointments
- Calling of Bonds in 2024
- Cropland Bids
- Discuss the Assessor Contract – Need to Give Notice of Renewal by March 1, 2024 – If RFP Start in December

**January 25, 2024**

- Construction Hours Review – Annually After Change in 2021
- Calling of Bonds in 2024
- Set Sale of Bonds
- Holiday Toy and Food Drive – Budget and Date Selection

**February 8, 2024 Work Session (Tentative)**

- Parks and Trails Fund – Review Interest Options

- LPR Cameras

**February 22, 2024**

- Long Range Planning Fund / 2023 Transfers
- RFP – History and Discussion of RFP Schedule
- Calling of Bonds in 2024
- Re-appoint Commissioners to Expired Commission Seats (Consent)

**February 22, 2024**

- 2023A Bond Sale
- Watershed Letter of Support (Consent)

**March 14, 2024**

- Park Signs Plan
- MS4 – Salt Storage Ordinance

**March 28, 2024**

- NW Trails Resolution of Support DNR Trails Funding
- THC Regulations Update