Corcoran City Council Agenda
February 9, 2023 - 7:00 pm
REVISED

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: 813 8507 4290
Press *9 to speak during the Public Comment Sections in the meeting.

Video Link and Instructions:
https://us02web.zoom.us/j/81385074290
visit http://www.zoom.us and enter
Meeting ID: 813 8507 4290
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

www.corcoranmn.gov

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Agenda Approval**
4. **Commission Representatives***
5. **Open Forum – Public Comment Opportunity**
6. **Presentations/Recognitions**
   a. Added: Senator Limmer Update
7. **Consent Agenda**
   a. 2023-01-12 Draft Council Work Session Minutes*
   b. 2023-01-12 Draft Council Minutes*
   c. Financial Claims*
   d. Employee Handbook Update*
   e. Authorize 2023 Road Materials Bid*
   f. 66th Ave/Gleason Parkway Corridor Improvements – Change Order 3 & Pay Request 7*
   g. Rescinding CUP Resolution 2023-12*
   h. Remodel Payment Application #10 – 1-24-2023*
   i. Supporting Corridors of Commerce HWY 55*
8. **Planning Business**
9. **Unfinished Business – Public Comment Opportunity**
   a. RFP – History and Discussion of Schedule*
   b. Strategic Planning Report*
10. **New Business – Public Comment Opportunity**
    a. Streetlighting for Hackamore Road*
    b. Added: Stanchion Bar Event Request Extended Time – July 7 and 8, 2023*
11. **Closed Sessions**
    a. Real Estate - Trail Haven Bridge Replacement
    b. Real Estate – PID – 35-119-23-42-0035
12. **Staff Reports**
13. **2023 City Council Schedule***
14. **Adjournment**

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***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.*

STAFF REPORT **Agenda Item: 4.**

Council Meeting: February 9, 2023	**Prepared By:** Michelle Friedrich
Topic: Commission Representatives	**Action Required:** None – Informational

Summary:

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

- Planning Commission: Jim Shoulak
- Parks and Trails Commission: Michelle Friedrich

Financial/Budget:

N/A

Council Action:

N/A

Attachments:

N/A

Agenda Item: 7a.

CITY OF CORCORAN

City Council Work Session Minutes
January 12, 2023 – 5:30 pm

The Corcoran City Council met on January 12, 2023, in Corcoran, Minnesota. The City Council work session meeting was held in person and the public was present in person and remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Councilor Schultz, Councilor Vehrenkamp, and Councilor Nichols were present. Councilor Bottema was excused.

City Administrator Beise, City Clerk Friedrich, and Director of Public Safety Gottschalk were present.

1. **Call to Order / Roll Call**
   Mayor McKee called the work session to order at 5:33 pm.
2. **Police Department Employee Recruitment and Retention Discussion**
   Director of Public Safety Gottschalk noted over the last year recruitment and retention options for Police Departments have been an issue, both statewide and nationwide. Director of Public Safety Gottschalk reviewed the Corcoran Police Department's efforts to be proactive in a competitive market, and noted lack of candidates completing law enforcement programs to fill all the agency vacancies. Director of Public Safety Gottschalk reviewed incentives other cities are offering through recruitment initiatives. Director of Public Safety Gottschalk reviewed challenges in retaining staff and noted a recent survey completed by police officers rating and prioritizing benefits value. Director of Public Safety Gottschalk noted an approximate analysis of adoption cost versus carrying cost of each value item was included in the packet for Council review. Council and staff discussed annual costs and factoring in administration costs. Council and staff discussed other benefit value items. Council and staff discussed criteria for eligibility for each benefit value item, liabilities to the City, and how benefit value items could be managed. Council and staff discussed the top three benefit value selections include paid sabbatical, vacation reimbursement, and additional retirement health insurance contributions. Council noted the top three include investment in retaining staff, but also support the mental health. Council and staff discussed allocations included within the 2023 budget for employee retention. Council and staff discussed effects of union negotiations if benefit value items are implemented and the process of implementing. Council and staff discussed writing the benefit value item as a non-negotiable item and may held as non-negotiable in future contract negotiations, and offered as separately provided benefit. Council and staff discussed financial impacts, structure of the program, and Council requested further discussion prior to 2024 budget review. Director of Public Safety Gottschalk clarified staff action will include bringing the item forward to a future Council meeting with option for implementing the vacation reimbursement in 2023, allowing the 4-year carryover with the accrual of benefit starting in the 2023 for what the paid sabbatical phasing would be in 2024, and analyzing how many sabbaticals per year, laid out by seniority with an outline of the structure of the paid sabbatical, and include language with the City Attorney on additional health insurance benefits with formulaic eligibility with an option of a lookback of three to five years. Council and staff discussed including broader staff analysis in vacation reimbursement benefit review in comparison with other cities with information on turnover rates.
3. **Unscheduled Items**
   No unscheduled business was heard.
4. **Adjournment**
   MOTION: made by Nichols, seconded by McKee to adjourn.
   Voting Aye: McKee, Nichols, Schultz, and Vehrenkamp
   (Motion carried 4:0)
   Meeting adjourned at 6:37 pm.

_____
Michelle Friedrich – City Clerk

Draft

CITY OF CORCORAN

City Council Meeting Minutes
January 12, 2023 - 7:00 pm

The Corcoran City Council met on January 12, 2023, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person and remotely through electronic means using the audio and video conferencing platform Zoom.

Mayor McKee, Councilor Nichols, Councilor Schultz, and Councilor Vehrenkamp were present. Councilor Bottema arrived at 7:02 pm.

City Administrator Beise, City Clerk Friedrich, Planner Davis McKowen, City Planner Lindahl, Public Works Director Mattson, and Director of Public Safety Gottschalk were present.

1. **Call to Order/Roll Call**
   Mayor McKee called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance**
   Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.
3. **Agenda Approval**
   City Administrator Beise noted the minutes were available for 7b., Draft Council Minutes for June 23, 2022, City Administrator noted the additions of items 7e. Park Dedication Fees Update Subdivision Ordinance, and 7f., Accessory Dwelling Unit Zoning Ordinance Amendment, remarking both 7e., and 7f., were approved at the December 22, 2022 Council meeting but require a 4/5 majority to move forward. City Administrator Beise noted public comments on 8a., Pioneer Trail Industrial Park Preliminary Plat received after packet distribution were added to the agenda packet and copies distributed to Council on the dais for the January 12 meeting. City Administrator Beise noted a clerical error on the hourly rate increase for City Planner on item 10a., Annual Appointments, a revised copy was distributed and on the dais.
   MOTION: made by Nichols, seconded by Schultz to approve the agenda as modified.
   Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp
   (Motion carried 5:0)
4. **Commission Representatives**
   Mayor McKee noted Planning Commissioner Horn was present via electronic means, and Parks and Trails Commissioner Meister was present at the meeting.
5. **Open Forum (Public Comment Opportunity)**
   Mayor McKee invited residents to communicate in-person or telephonically during Open Forum for items not included on the agenda. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. Mayor McKee noted Representative Robbins was running late and would now follow item 7., Consent Agenda. City Administrator Beise noted technical difficulties with online viewing of presentations for viewers accessing the meeting through electronic means.
   Marcia Decker, 19397 103rd Avenue, resident of the Bellwether community, and new resident to the State of Minnesota and Corcoran. Ms. Decker noted several construction complaints regarding her home that was purchased in the Bellwether community in July of 2022, and opined on numerous issues experienced with their new home in the Bellwether community. Ms. Decker expressed concern over issuance of the building permit and the inspection process and questioned how inspections could have passed on their home.
   Council asked for clarification on Ms. Decker's question regarding building permits.
   Ms. Decker responded how Corcoran could continue to issue building permits for Bellwether homes with what seems to be a substandard construction by the builder.
   Council noted cities no not participate in civil suits between homeowner and builder and noted each builder must adhere to the City's Municipal Code. City Administrator Beise added if inspections do not pass,

corrective action would be required by the builder. Public Works Director Mattson noted staff would follow up with Ms. Decker after review of inspection records.

6. Presentations/Recognitions

a. Oaths of Office

City Clerk Friedrich performed Oaths of Office for Mayor McKee, Councilor Schultz, Councilor Nichols, and Councilor Vehrenkamp.

b. Representative Kristin Robbins; Moved after Consent Agenda items.

in the Diamond Lake Regional Trail Master Plan Draft. Ms. Beard noted project discussions began in December of 2019 and noted appreciation of a continued partnership into the future.

Stephan Shurson, Project Manager Three Rivers Park District, gave an overview of project and asked for support of the Diamond Lake Regional Trail through Corcoran. Mr. Shurson noted the Diamond Lake

7. Consent Agenda

a. 2022-12-08 Draft Council Work Session Minutes

b. 2022-06-23 Draft Council Minutes

c. Financial Claims

d. Test Well #2 – Pay Application #1

Added e. Park Dedication Fees Update Subdivision Ordinance

Added f. Accessory Dwelling Unit Zoning Ordinance Amendment

MOTION: made by Nichols, seconded by Schultz to approve agenda items 7a-f as modified.
Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp
(Motion carried 5:0)

6. Presentations/Recognitions Continued

b. Representative Kristin Robbins

Representative Kristin Robbins introduced herself and noted District 37A includes western Maple Grove, Corcoran, Medina, Greenfield, Loretto, and Maple Plain. Representative Robbins invited Council and residents to visit her at the Capitol, in the State Office Building, room 239. Representative Robbins reviewed her focus items include authoring a bill on eliminating tax on Social Security and reducing tax on lawful, charitable gambling. Representative Robbins discussed her work with the City of Corcoran on a bonding bill for water and sewer noting the bill would be available online the week of January 15 for public review. Council noted issue of drugs and pass-thru traffic and impacts to the roads in the City of Corcoran. Representative Robbins noted several bills she has co-authored include bills on drug crimes, retail crimes, car-jacking crimes, and noted a small fund that may offer aide support for roads to small cities. Representative Robbins noted support of language regarding marijuana facilities and remaining under local control. Mayor McKee presented Representative Robbins with legislative, priority items for the City of Corcoran in 2023 and thanked Representative Robbins for her time.

8. Planning Business (Public Comment Opportunity)

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Planning Business items 8a. Council requested discussion of Council consensus of item 8a., prior to public comment, regarding the gas station option. Council consensus indicated no support to incorporate a gas station at Pioneer Trail Industrial Park. Council noted for public record any applications received by the City must be reviewed by Council, however, Council cannot discuss application until the first meeting. Council noted financial viability of project is not a consideration recognized by Council. Council discussed visibility difficulty at intersection, noted importance of a signal light at the intersection at Highway 55. Council thanked the community for their input on the project. Mayor McKee invited residents to communication in-person or telephonically during the public comment opportunity for Planning Business item 8a. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer, and noted some public comment cards had been received, indicated a 5-minute limit for each speaker.

Jennifer Gaston, 22741 Wagon Wheel Lane, voice concern of impacts of project to their neighborhood. Ms. Gaston noted rural character of area and reason for moving into Corcoran. Ms. Gaston opined on traffic and undesirable conditions the industrial park will create. Ms. Gaston noted MNDot requirement of access to HWY 55 from Pioneer Trail and opined the proposed road south of her property could cause negative impacts to the septic system on her property. Ms. Gaston inquired about an environmental study regarding

the private well and septic system for the industrial park and noted concern where the day-to-day contaminants created in operating the business would flow to. Ms. Gaston opined on the safety of their neighborhood with the increased exposure of strangers to their neighborhood. Ms. Gaston asked Council to consider the opinions and concerns of residents.

Council cautioned speakers related to personal statements regarding property being unlocked due to the public format of meetings. Council and staff clarified an environmental worksheet study was completed on the property.

Robert Gaston, 22741 Wagon Wheel Lane, opined on the distance from the proposed road location is 20 yards and adjacent to the back of his property. Mr. Garston noted the planned expansion access on Rolling Hills Road is not in the immediate future which means main access will be on the proposed road adjacent to the back of his property. Mr. Gaston noted there is 168 planned parking spaces, which indicates two shifts, additional warehouses, which will cause a great increase in traffic. Mr. Gaston also noted semi-truck traffic, noise pollution, and a Pioneer Trail and Highway 55 intersection traffic study from 2006. Mr. Gaston opined on impacts to septic systems and absence of an environmental study. Mr. Gaston requested Council not allow the PUD zoning of the area, and opined on the impacts to the neighborhood if Council approves, and stated Council needs to remember the wishes of the residents they were elected to represent rather than increasing Corcoran tax revenue.

Len Roering, rescinded public comment as concern was discussed in prior comments.

Kristin Blomquist, 6330 Pioneer Trail, noted main concerns have been addressed, reviewed safety concerns due to traffic increase, pollution due to illuminated signage of business, and impacts to neighborhood by this light industrial development, semi-truck safety concerns, and noted the families living and impacted by development. Ms. Blomquist asked Council to please make sure the development fits into the area.

Council clarified an environmental study was completed on the project in the summer of 2022.

Council and staff noted the Notice of Decision on the Environmental Assessment Worksheet (EAW), which includes the traffic study and the full EAW, and mitigation strategies was approved at the May 24, 2022 Council meeting. City Administrator Beise noted access points off Highway 55 are determined by the State and permitted by the State and noted an additional traffic study was recently completed as part of the EAW. Council inquired about fatal accidents at the intersection. Staff noted Council inquiry regarding an accident report. Council and staff discussed salt runoff from proposed road, and Public Works Director Mattson noted the street would be a public street and follows state and local roads for run off and rates. Public Works Director Mattson noted possible watershed feedback could be a chloride management recommendation, but not a requirement. Council and staff discussed construction of road and where the stormwater flows to. Public Works Director Mattson noted generally storm sewer structures, flow to ponds, with water quality element to ponds, and then are discharged to next downstream water body. Public Works Director Mattson also noted with boulevards slopping back into the street, any excess discharge would be pushed back into the street and ultimately follows the drainage path. Public Works Director Mattson noted industrial septic is a state-issued permit based on code and regulated by the State.

Bill Mauer, 22810 Wagon Wheel Lane, noted bonding bill mentioned by Representative Robbins, for roads and bridges, and mentioned the Highway 55 Coalition project is a priority project and questioned if bonding bill will move the Highway 55 Coalition project forward and impact the Pioneer Trail Industrial Park project due to the 4-land highway from Arrowhead to Pioneer Trail.

Representative Robbins noted the Highway 55 expansion project is currently applied for through Corridors of Commerce Grant, along with draft of a bonding bill in the case the grant fails. Representative Robbins noted if bonding bill is approved, potential funding would be available in 2024 for the Highway 55 expansion project. Mayor McKee noted the preliminary plan drawn up by the coalition on what the improvements would be does not impact Corcoran.

James Anderson, 22835 Wagon Wheel Lane, opined on aquifers and private wells located near the proposed industrial park project and wanted to go on record as a concerned resident of how the project may impact private wells and aquifers located in the area.

Karen Ess, 6225 Pioneer Trail, commented on safety of Highway 55 and Pioneer Trail, and the dangerous intersection that already exists and burdening it more with light industrial traffic is a safety issue, within the residential area. Ms. Ess opined the planned development will create an excessive burden on the streets, and on the residents living in the neighborhood.

a. Pioneer Trail Industrial Park Preliminary Plat

City Planner Lindahl reviewed applicant request. City Planner Lindahl reviewed a recent EAW was completed with a traffic study and other environmental analysis, and noted a similar plan was approved in 2005 with a corner gas station and the project did not proceed. City Planner Lindahl outlined with all approvals expiring, a new environmental study was required with nothing used from the 2004 AUAR study. City Planner Lindahl noted the Planning Commission recommended approval to Council 3-1 with conditions, and encouraged use of native landscaping instead of turf, and recommended denial of gas station. City Planner Lindahl noted the applicant held a neighborhood open house on January 5, City engineering staff met with Minnesota Department of Transportation (MNDOT) regarding the Highway 55 project and noted nothing has changed from what was included in original staff report comments. Guided and zoned as light industrial today, the industrial buildings have been permitted and planned on the site, the change is rezoning from light industrial to Planned Unit Development primarily in the setbacks. City Planner Lindahl reviewed the site plan includes a mini-storage, a Pella distribution plant, not a manufacturing plant, with three unknown users, and a request for the gas station. City Planner Lindahl noted currently the PUD does not allow for a gas station and if Council approves Resolution as drafted, it would be revised as a light industrial use. Road connection is on Pioneer, MNDOT has commented twice on intersection improvements on Pioneer and Highway 55. City Planner Lindahl noted proposed roads and future connections on the east and west with future developments, as included in the Comprehensive Plan and SE District Plan. City Planner Lindahl reviewed the multi-phase project with phase 1 includes Pella, the first portion of the mini-storage, building b, and includes construction of the entire road. City Planner Lindahl MNDOT will not allow a traffic signal unless it meets warrants, even if the City would like a signal. City Planner Lindahl noted intersection improvements would still be the developer's responsibility. City Planner Lindahl noted the lots range from 4 to 16 acres, with three of the lots at a very conceptual point, and noted proposals on the two eastern lots. City Planner Lindahl reviewed the flexibility setback requests are for Highway 55 and 62nd Avenue for the southern buildings, and lots 1 and 2 on the north side for reduced parking and building setback flexibility. City Planner Lindahl also noted flexibility request on wall signage because of the Highway 55 frontage, applicant would like to split between elevations, noting specifically amount of signage is not increased but split between elevations. City Planner Lindahl reviewed small flexibility request from building materials, and landscaping flexibility to be spread across the site so focus can be on the west side near residential area, and noted creation of outlot A without frontage for a city well site. Council discussed if Wagon Wheel ends permanently as cul-de-sac. City Planner Lindahl noted Wagon Wheel is a cul-de-sac and development is not intended to come through cul-de-sac. City Planner Lindahl noted materials on north side need to be refreshed and reflect current materials standards, architectural standards comply with ordinance standards, and noted well and septic are temporary until city services are available. City Planner Lindahl outlined the landscaping plan does not work long-term as future trees are in planned utility corridor. City Planner Lindahl noted possibility of fence on the north property line, but explained trees cannot stagger due to space issue, and mentioned possibility of planting trees offsite on Wagon Wheel. City Planner Lindahl reviewed the south side of Kimberly will have a small utility corridor and sidewalk built by developer. Council and staff discussed utility locations. Council and staff discussed accesses off Pioneer Trail. Public Works Director Mattson noted awareness of utility repairs and where landscaping is placed and added utility company repairs along right-of-way utility corridors could result in trees or shrubs being removed then not replaced creating a gap. Council and staff discussed staggering trees. Council and staff discussed citywide broadband schedule with Comcast, next steps with award of grant, finalizing the planning, with construction lasting approximately one year. Council questioned Kimberly Lane's proximity to Highway 55 and if distance can be shortened with a dedicated turn lane. Public Works Director Mattson noted long-term balance with buffer and turn lane design, noting dedicated turn lanes off Pioneer Lane and Highway 55 that are planned. Public Works Director Mattson noted further discussion with engineering regarding adding an additional 5 feet for a more robust buffer. City Planner Lindahl continued presentation and noted PUD flexibility request on parking of 1 space per 2000 sq ft and noted code requirements of 1 space per 1500 sq ft. City Planner Lindahl noted lot 2 on the south indicate 112 parking spaces where 111 spacings are required and though currently is in compliance, the Pella lot 3 using City's code requirements 168 parking spaces for phase 1 with the plan indicating 172 total (126 now and 46 with proof of parking) and complies but Pella believes that is far more parking then needed and concerned about ability to commit to future expansion per plan noting staff is supportive of this request. If flexibility is acceptable, resolution could reflect parking flexibility that includes to allow 126 for phase 1 and 2 and proof of parking would be provided and preserved, with re-evaluation at phase 2 and if adequate parking is not on-site the City can require construction of the proof of

parking. Council inquired if parking flexibility has been allowed on other projects. City Planner Lindahl noted some discussion on Corcoran Farms and reviewed parking compliance with limited mix of office and warehouse noting when a tenant fills space applicant may come back to Council to review parking again. City Planner Lindahl noted encouragement of natural landscaping rather than turf grass and tree relocated from se corner to ne corner for additional screening for residential properties. City Planner Lindahl noted the preliminary plat creates the lots that comply for ordinance requirements except for Outlot A, which does not have frontage on a public road and would be deeded to the City for a potential well site in the northwest corner of the site just north of the pond with access around the pond. City Planner Lindahl reviewed options for Council for approving or denying the PUD request, tabling the item until January 26 for February 23 meeting, noting the 120-day application deadline of March 1, 2023. City Planner Lindahl also noted the applicant is present if Council has additional inquires or questions.

John Rausch, owner of property, noted history with United Properties and development plans, noting when property was purchased the road was a planned road, and agreed the signal light is necessary, though understands the intersection must be warranted by MNDot as necessary. Mr. Rausch noted industrial users will not create heavy traffic, with Pella utilizing about 30 employees per shift, and recognizes ingress and regress near neighborhoods and churches. Mr. Rausch noted the environmental assessment worksheet included watershed, traffic, air quality, and noted holding ponds planned. Mr. Rausch indicated strong support of native plants and prairie restoration plans. Mr. Rausch noted shifting trees and plantings along Kimberly Lane and noted neighborhood meeting mentioned this idea as well. Mr. Rausch noted internet connection is coming to area as well and is faster then current internet in area.

Council asked about sidewalk plans for future development on Kimberly Lane and when that is planned. Project Engineer Joel Raddake noted the sidewalk is a future planned construction and need is not immediate. Project Engineer Joel Raddake noted two users are on east side of site, and sidewalk would be constructed from Pioneer Trail to the east side of site to serve the two buildings when constructed. Project Engineer Joel Raddake noted once additional tenants are planned Kimberly Lane sidewalk would be constructed. Project Engineer Joel Raddake addressed question by Council regarding parking and noted in other cities the parking standard is 1 parking space per 2000 sq ft, and noted Blaine, Brooklyn Park, Columbus, Coon Rapids, Dayton, Plymouth and Woodbury. Project Engineer Joel Raddake opined constructing additional parking lots that are not used reduces the amount of landscaping that could be planned, and requested parking flexibility on lots 2 and 3, allowing Pella the ability for future expansion. Council outlined areas of discussion include road and spacing discussion, landscaping on the north side residential with double row of planting, fence, parking flexibility, and sign on the north and south side of building illumination. City Planner Lindahl noted city code allows signs to be illuminated. Council noted limiting illumination on the north side signs facing the residential properties. Council and staff reviewed Nelson International sign illumination and hours of operation. Staff noted review of landscaping and sign illumination with Nelson International. City Planner Lindahl noted applicant provided the Pella hours of operation until 6:00am to 12:00am, with two shifts from 7-3 and 3-11. Council and staff confirmed a monument sign is planned for Pella. Council and staff discussed restricting light illumination times and regulations, wall signs, and monument sign illumination and regulating through the PUD. City Planner Lindahl noted with a PUD, Council discretion is allowed for hours of operation. Council did not support limiting hours of operation but limiting the times signs are illuminated. Council noted the illumination of the 4-street lights at 62nd and County Road 116, and the noise pollution it creates, and possibly hooding the lights to decrease the expanse of where the light reaches and focus the lights downward. City Planner Lindahl noted WH Electric, or Xcel would be contact for street intersections. City Planner Lindahl noted in resolution under 16a., a requirement could be referenced lighting and illumination of wall signs and monument signs. Council and staff discussed possibilities of other uses that could reach a warrant for traffic signal light at Pioneer Trail and Highway 55. Public Works Director Mattson noted higher traffic counts with a restaurant like a McDonald's may reach a warrant for a traffic signal light, but noted the City does not have control over the traffic signal lights Highways and County Roads. Council noted addressing items presented and is applicable for Council discretion and parameters. Council and staff discussed changing direction of turns from 62 and Pioneer Trail similar to Bellwether, left versus right turns, cross traffic, and demand of cut throughs traffic, restriction in right turn only restricts all traffic and not just semi-trucks, and enforcement issues with other unintended consequences of controlling traffic to a right turn only. Council and staff discussed limiting truck traffic coming out of light industrial development only going north to avoid

DRAFT

neighborhood. Council noted tabling item to allow time to review other uses. Council and staff discussed axel limits on Pioneer Trail. Council asked staff to review a PUD option that excludes the gas station and turning to commercial use. Council asked for a review of PUD application flexibility requests. City Planner Lindahl reviewed the flexibility request include development in advance of municipal sewer and water, parking setbacks from Highway 55 and 62nd, building setbacks on north side of 62nd, split wall signage between north and south elevations, building material flexibility for materials not listed in code, compliance with required number of trees and shrubs but locating them across the site rather than lot by lot, apply impervious surface compliance but on a whole project basis not lot-by-lot, creation of Outlot A for the City well site without frontage on public street, and parking reduction for lots 2 and 3 as discussed earlier. Council inquired on handling requests through variances and what is unique with this application. City Planner Lindahl noted development without sewer and water flexibility in the past, setback flexibility has occurred in the past, wall signs flexibility has not been a specific request, however Council has approved variances regarding wall signs. City Planner Lindahl noted the metal panel is a new material and will likely appear in future applications however code does not reflect it yet, and the landscaping flexibility has not been applied across a project, however the City has not yet had an industrial project such as the current application, noting the desired benefit of landscaping shifting to benefit residential neighborhood, impervious surface flexibility was granted to Corcoran Farms, and creation of lot without frontage and parking reduction had not yet come before Council prior to this application. City Planner Lindahl noted the same material flexibility was requested by Nelson International however was denied by Council. Council and staff reviewed the option of applicant utilizing straight industrial zoning rather than a PUD and implications regarding setbacks and determined setbacks would be a challenge without utilizing a PUD. Council noted a desire to create a double row of plantings and amend 2023-003 to include a requirement on the north side of 62nd to include a double row of tree plantings and shift the road.

MOTION: made by Nichols modify Resolution 2023-003 and require a double row of tree plantings and to shift the road.

Motion fails for lack of second.

City Planner Lindahl asked for clarification to modify the existing condition in Resolution 2023-003, or if Council wishes to replace it. Council noted leaving the fencing but addition a double row of landscaping. City Planner Lindahl clarified amendment should include add a double row of landscaping and solid wall, low maintenance fencing to provide screening on the north side of Kimberly Lane and a minimum of 300 feet from Pioneer Trail to provide screening of the existing homes, and work with staff to shift the roads south to accommodate the width of homes located on Wagon Wheel.

MOTION: made by Nichols, seconded by McKee to modify condition 11d., v., within Resolution 2023-003 Preliminary Planned Unit Development Plan for "Pioneer Trail Industrial Park" located at 6210 Pioneer Trail (PID 32-119-23-34-0013, 32-119-23-34-007, 32-119-23-43-0005, and 32-119-23-43-0006) (City File 22-039) to add a double row of landscaping and, or a solid wall, low maintenance fencing to provide screening on the north side of Kimberly Lane and a minimum of 300 feet from Pioneer Trail to provide screening of the existing homes, and work with staff to shift the roads south to accommodate the width of homes, east to west, located on Wagon Wheel.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

MOTION: made by Nichols, to modify condition 16, within Resolution 2023-003 Preliminary Planned Unit Development Plan for "Pioneer Trail Industrial Park" located at 6210 Pioneer Trail (PID 32-119-23-34-0013, 32-119-23-34-007, 32-119-23-43-0005, and 32-119-23-43-0006) (City File 22-039) to add signs visible from residential properties to the north, east, and west shall not be illuminated after 9:00 pm.

Seconded by: Schultz with a friendly amendment to include all signs shall not be illuminated after 9:00 pm. Council discussed signs located or directed at HWY 55 could be excluded from modification. Nichols accepted the friendly amendment to modify condition 16 to add all signs shall not be illuminated after 9:00 pm. City Planner Lindahl asked for clarification when signs could be illuminated in the morning. Council noted 6:00 am for sign illumination to begin. Council discussed light intrusion and the house located along the south side of the development.

John Rausch, landowner, proposed to substantially limit the number of lumens towards residential properties after 9:00 pm. Mr. Rousch noted the Corcoran location is the future Pella headquarters, and Pella wants some visibility on HWY 55 for brand recognition, so some lighting with lumens dimmed after

9:00pm is desired. Mr. Rousch noted working with staff to reduce the number of lumens in both winter and summer months for illuminated signs facing north, east, and west towards the residential areas.
Council discussed lighting to south, where the signs would be north and east. Council discussed altering timing of lighting on all sides of the building, commercial and industrial lighting differences. City Planner Lindahl noted City Code specifies illuminated signs need to be lower lumens from dusk until dawn. Council reiterated the original Motion of including illuminated signs on the north, west, and east sides of the building are turned off at 9:00 pm and remain off until 6:00 am.
Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp
(Motion carried 5:0)
Council noted topic of improvement of traffic in the area. City Planner Lindahl noted Council discussion on parking flexibility related to item 11c., within Resolution 2023-03. City Planner Lindahl noted the omission of the parking flexibility request by the applicant within the staff report. Council noted reassessing parking requirements with code, noting after the pandemic there may be fewer offices, and utilizing open prairie rather than parking. City Planner Lindahl recommended condition 11c., be modified to include parking for lots 2 and 3, block 1 are granted PUD flexibility and require a minimum of one space for 2,000 sq ft for warehouse uses, in phase 1 and 2, lot 3, proof of parking for 46 space shall be preserved, parking demand shall be re-evaluated with phase 2 construction to assure that adequate parking is provided, and the City may require construction of the proof of parking stall if a parking demand is documented.
MOTION: made by Nichols, seconded by McKee to amend condition 11c., within Resolution 2023-03 as stated. Council noted ensuring there is no implied approval if there is less parking, an additional, or bigger building could be constructed. Council and staff discussed process for buildings, parking lots, and parking formulas and due process in compliance verification.
Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp
(Motion carried 5:0)
Council noted controlling traffic along Pioneer Trail. Council noted historically, development in Corcoran increases traffic counts. Council objective is to lesson traffic impacts, but Council also recognizes traffic is an unavoidable challenge. Council noted tabling item to gather more information.
MOTION: made by Vehrenkamp, to table item to gather information on implementing a light signal at the intersection on HWY 55.
Motion failed for lack of second.
City Planner Lindahl reiterated a request can be made of the traffic engineer to provide a list of uses, but it has been established already that list of uses includes a gas station, or a high traffic retailer such as a restaurant. City Planner Lindahl further noted the current industrial user on lot 1, will not warrant a traffic signal, and offered the traffic engineer could review again other possible uses such as a pharmacy, and the possibility of other potential uses that would warrant a traffic signal. Council and staff discussed costs, MNDot right of way, meeting warrant for a gas station per MNDot, the requirements by MNDot if Council had approved a gas station regarding additional studies, and MNDot's discretion to still approve a signal light at the location. City Planner Lindahl noted a traffic signal light cost of approximately $1.5 million dollars. City Planner Lindahl noted even if the developer agreed to install a traffic light signal, the City cannot take the money because MNDot has not approved the traffic signal light. Council and staff discussed the gas station as a theorical option, and noted based on current information, a gas station would warrant stoplight, a pharmacy would be an uncertain warrant. Public Works Director Mattson noted before a MNDot study could even occur to assess a warrant for the traffic signal light, the City would need to provide final plats with a specific user. Council discussed semi-truck traffic and general vehicle traffic. Council discussed limiting right movement, vehicle traffic in area, axle limits, and other options.
John Rausch, landowner, noted Pella will have between ten to fifteen trucks a day consisting mostly of box trucks, a couple of semi-trucks, and approximately ten service vehicles throughout the day, and agreed to supply additional signage. Mr. Rausch opined on enforceability of signage, and avoiding travel through the neighborhood, and noted Park Place Storage and noted semi-trucks are not allowed at Park Place Storage. Mr. Rausch noted agreeance with placing signs to help restrict movement to the north. Mr. Rausch noted necessity of access to HWY 55 out of development. Council asked for clarification on Pella's truck operations in moving product from their manufacturing facility.
Applicant's representative noted Pella has a couple of semi-trucks per day that bring product to the warehouse, and then from the warehouse it is loaded onto various box trucks and vans and delivered to job

sites. Council clarified that it is not contractors coming in and picking up product. Applicant's representative confirmed Council's assumption and noted in information he has received, Pella has ten service vans on-site, and 10 to 15 trucks per day that are mostly box trucks with a couple of semi-trucks. Council questioned if box trucks operate during normal business hours and Mr. Luke Appert confirmed the box truck hours of operation, noting the semi-trucks would arrive earlier or later than the standard, normal business hours. Mr. Rausch, landowner, reiterated support of right turn signage if needed. Director of Public Safety Gottschalk noted enforcement of no-truck traffic would be a challenge, reviewed weight striction basis on information from compiled from engineering. Council noted what other buildings would be within the project and nature of use. Council noted the current Pella manufacturing and distribution building and the self-storage business and concluded there would not be a significant amount of public accessing the development at this time. Council discussed sign options, axle limits, and enforcement challenges. Public Works Director Mattson noted road restrictions are in place based on what the road is built for. Director of Public Safety Gottschalk commented on the addition of stop signs, and noted stop signs actually increase home traffic because of the sound of stopping and accelerating. Director of Public Safety Gottschalk noted the design of roadways is to support the community's needs, and includes a network to reroute traffic in the event of failure. Director of Public Safety Gottschalk noted typically speed bumps are typically a resolution to traffic control. Council and staff discussed state aid roads, traffic studies, not utilizing state aid funds, and maximizing funding for the larger, busier roads. Council discussed consideration of road design and how driver's perceive a road and incorporating such safety mechanisms as flexible delineators in the shoulders to slow traffic, including crosswalks across busy streets, to regulate traffic. Public Works Director Mattson noted state-funded roads that have been built are also subject to restrictions and noted Pioneer Trail may have been built with state-funded monies when the route was established.

MOTION: made by Bottema, seconded by Vehrenkamp to table item until the January 26 Council meeting. Council noted review of process for challenges discussed. Council discussed this project in comparison to other industrial developments in Corcoran, noting the current industrial code and ordinances, and the low intensity use as industrial in this project. Council noted review of industrial versus commercial zoning, and consideration of prioritizing discussion of redefining what industrial means in future industrial applications.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

City Planner Lindahl requested clarification of what Council direction is for the January 26 meeting.

Mayor McKee called a 5-minute recess at 9:55 pm.

Council reconvened at 10:00 pm.

b. Concept Plan – Hope Community Project

Planner McKeown outlined the Hope Community Project. Planner McKeown noted the applicant would like to move forward with the environmental assessment worksheet process. Planner McKeown noted the concept includes a combination of existing uses and approved uses. Planner McKeown reviewed the site components and indicated a church site and existing cemetery, a water tower site previously approved by the City but not yet constructed, and the proposed use of four multi-family apartment buildings totaling 664 units. Planner McKeown noted two non-age restricted buildings, and two senior living buildings, one with an assisted living component, two retail buildings, two medical office buildings, 20 senior villa rentals which could be considered single-family homes under City code, 54 row townhomes, a one-acre tot lot playground, and a site for future cemetery expansion. Planner McKeown the applicant's desire to utilize straight zoning and avoid a PUD. Planner McKeown noted the several components to the concept plan, property zoning is currently guided as public institution with a portion of the site proposed senior villas, with the remainder of the site guided and zoned as mixed use. Planner McKeown noted the challenge with current zoning and land use is the senior villas and row townhomes are not allowed in mixed use, and residential is not allowed in public institutions, so rezoning would need to reviewed and completed to avoid using a PUD. Planner McKeown reviewed rezoning everything to general mixed use that is not the public institution and completing several ordinance amendments would need to complete to comply with current zoning ordinance standards. Planner McKeown outlined staff proposal in option 1 includes placing villas and row townhomes in mixed residential noting in other areas of the City it is used as a buffer between mixed-use districts and lower density residential districts, the general mixed use area, and the 10 acres of public institution. Planner McKeown provided a summary of proposed height of apartment buildings, setback requirements, and variance potentials necessary with option 1. Planner McKeown reviewed targeted density calculations within

different districts and noted the two calculations exceed the allowed density targets within those districts. Planner McKeown reviewed other possibilities available with higher density districts. Council and staff discussed PUD option with existing limitations of straight zoning ordinances. Planner McKeown also noted Council awareness of application date regarding application of points, noting this application was received before points system was passed. Planner McKeown reviewed parking space minimums and parking counts. Planner McKeown noted a possible change in buffer ordinance requirements if ordinance passes before preliminary plat occurs with the project and noted the project could potentially fall under a Class D buffer requirement. Planner McKeown noted the Diamond Lake Regional Trail crosses through Hope Church property noting the trail cuts through the middle of church wetland and then crosses County Road 116. City Administrator Beise noted a financial request included in the concept plan and applicant's request for Council to consider a 25-year TIF district for this project. City Administrator Beise noted Tammy Ohmdahl from Northland Securities to review the request and noted the applicant is available at the meeting should Council have questions regarding the financial request. Planner Davis recapped Council to clarify a preference for the project to follow straight zoning ordinance, or to follow a PUD route to assist in determining the land use application process. Planner McKeown noted the next steps would be the environmental assessment worksheet, finalizing the wetland delineation, and first stage of applications.
Brian Lother, landowner, and applicant, reviewed history of Hope Community Church purchase, noted waiting for City sewer and water services. Mr. Lother introduced Cody Dietrich for TIF and affordable housing, and noted Cody can answer questions along with Mark Anderson, Samitec Engineer to answer any questions regarding ponding, filtration system, and parking lots, and Josh McKinney, Project Manager for Hope Community Church, for an overview of the concept plan and to answer technical questions.
Josh McKinney, Project Manager, noted staying consistent with the guidance of project and what was deemed appropriate for the area. Mr. McKinney noted to have a viable project there needed to be some housing density, while including buffering to surrounding neighborhoods. Mr. McKinney noted the neighborhoods around the development, and the intentionality of placing specific types of units in the development, preservation of trees, and recognizing future developments in the area and maintaining existing neighborhood cul-de-sacs, while providing safe connections through the development. Mr. McKinney noted utilizing appropriate uses in the development consistent with the City's Comprehensive Plan. Mr. McKinney reviewed senior villas, the market rate apartments, medical building facilities, the multi-family units, and density requirements. Mr. McKinney noted access points to development and future density requirements. Mr. Lother noted the correction from four to two multi-family apartments. Mr. McKinney noted working with City staff on the what the right path is, and receiving feedback from Council to enhance the development. Mr. McKinney also noted Council approval for an EAW to begin. Mr. McKinney thanked Council for their input and attention.
Cody Dietrich, Dietrich Development, outlined the process in utilizing a TIFF district, and includes providing an affordable or workforce housing component in the multi-family unit building for a 25-year TIF district. Mr. Dietrich noted TIF years would be determined by a financial analysis to analyze reasonable return levels and structured as a pay go note. Mr. Dietrich explained the increment difference between current taxes and future taxes, number of years, to pay for the project costs over time. Mr. Dietrich noted the units would not look any different but would allow people with lower income to live in the development. Mr. Dietrich briefly explained mean income per year, and how an individual would quality to live in the specific unit. Mr. Dietrich noted the approximate unit rental costs of the affordable or workforce housing. Mr. Dietrich referenced the 2040 Comprehensive Plan density requirements in Corcoran and affordable housing goals.
Council noted fire service concern with increased property values within the development which means more cost to the City for fire services. Council noted a net-negative result regarding tax revenue and would prefer seeing affordable housing when the City has internal fire services capability so there isn't a disproportionate charge to cover fire services for the development. Council noted TIF concerns and who benefits from a TIF district. Council noted the density proposed in the development, would be the highest in the City, but does not see that as a negative. Council noted the population density of the development would reflect about 1/8 of the City's population, and noted an amenity to residents in this area would be a good park. Council added the Diamond Lake Regional Trail and a City park with natural features and amenities could be planned together and noted a future neighborhood park of 10 acres would be more of an appropriate size to serve the higher number of residents, and though it cannot be placed on this development site, review of surrounding empty sites, possibly in a lower density area could be a potential

revenue opportunity to potentially include in the Comprehensive Plan to create a nice amenity near this development. Council noted villas remaining but be owner occupied versus a rental property due to a recent rental property ordinance in Corcoran. Council noted collaborating with the park district regarding off-grade crossings and how that would be constructed for crossing County Road 116 and County Road 30. Council noted tot lot is too small to be a public park but could be a PUD benefit with the buffering it offers. Council clarified where the Diamond Lake Trail could potentially route through the wetland, around the cemetery, and could be a beautiful segment with landscaping in the buffer on the east side, and the west side depending on development, could be another landscaped buffer to separate the lower density area from the higher density commercial area. Planner McKeown clarified the trail is currently going back around the back side of the church but does support Council's idea and would likely be a bigger discussion. Council discussed location of tot lot. Council appreciates the element of senior housing through memory care to service residents. Council noted the height within the development is acceptable. Council and staff discussed amendments necessary with the GMU area, noted property is zoned and guided for GMU, and would meet the 30 units per acre. Council, staff, and applicant discussed church expansion and future implications. Council noted consideration with height and setback requirements, noted considering the tot lot may need off-street parking if it remains a neighborhood park, open space, and density, and utilizing a PUD application process. Council requested a brief overview of TIF districts by Tammy Ohmdahl.

Tammy Omdal, Northland Securities, presented an overview of TIF districting, noting TIF is simply the increase in taxes even though the site is currently occupied by the church and is tax exempt upon development, the base value of a TIF district would be based on the County value even though its not being taxed. Ms. Omdal noted the concept of TIF under Minnesota law, the City's history with the downtown area and with TIF, which predates all the Councilmembers currently sitting on Council, and noted the current restrictions related to TIFF projects. Ms. Omdal noted to TIF in this area, the only option is the consideration of establishment of a housing district. Mr. Omdal noted it was correctly described earlier that it is really a market rate project with an affordable component, and it does not matter if the units are senior housing, or workforce housing, it simply means that the owner of the property with a TIF district would covenant or pledge to you under agreement that they would lease a certain percent of the units to qualified persons, in this case the developer is considering 20 percent of the units and it would just be on that building, would be leased to persons that would be income qualified that are at 50 percent of the area-wide median income that is an annual test over the life of the district. Mr. Omdal noted the applicant mentioned 25-years for housing district a city or authority can go 26 years an extra year to capture it, however we have no idea yet as it is unknown if the TIF will require 26 years. Ms. Omdal noted it could only be 15 years to reach the level that would achieve a level of return debt service coverage and added that many TIF districts depend on the site to determine 15 or 26 years. Ms. Omdal noted oftentimes TIF is not to enrich the developer, and reviewed if Council approves and makes the but for finding based upon information that's informing your decision that but for the assistance, the project would not go forward. Ms. Omdal noted TIFs exist in all 50 states with Minnesota a bit more restrictive, but is a tool used frequently in Minnesota to assist with projects like this one. Mr. Omdal noted it not that Council is giving TIF for the affordable, but what is the public benefit if ultimately Council negotiates something else in the design or the land use approval that you would not get but for the TIF assistance. Ms. Omdal noted it is too early to know what that might look like, but to note that it is not to improve the developers returns. Mr. Omdal prompted Council to review what the public is getting for foregoing that tax revenue for a period to make a project feasible that otherwise would not be feasible. Ms. Ohmdahl noted school referendum taxes cannot be captured so the school would immediately get a benefit from the increase in property tax. Ms. Omdal reviewed a hypothetical TIF example. Council discussed TIF process and implications.

Mr. McKinney noted applicant wishes to move forward with the project, addressed building heights, and noted the flexibility with a PUD option, and asked for clarification regarding some of Council comments. Council noted parking ratio is two spaces for one unit, and one space for five units for visitors.

Mr. McKinney requested traffic engineers be involved to show data on what parking would be required for development. Mr. McKinney noted exploring shared parking with the existing Hope Community Church for some visitors for off-peak times.

Council thank applicant for the well-thought-out concept sketch plan. Public Works Director Mattson added that depending on what happens with the water supply decision, the possibility remains of proposing to Maple Grove to amend the water agreement for northeast area if the City does not move forward with the

water project. Public Works Director Mattson noted Maple Grove has supported residential water connection by has not supported non-residential connections. Public Works Director Mattson noted there is not yet local control for water infrastructure in the northeast district area.

9. Unfinished Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Unfinished Business. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period.

a. Water Supply Bid Award Update

Public Works Director Mattson reviewed the recent results from the bid opening regarding the water tower project and noted the current market changes due to inflation pressures over the past two and half years. Public Works Director Mattson noted the City was awarded 3 million dollars in federal funding through HUD, though it is not an immediate distribution and will likely have some requirements. Public Works Director Mattson reviewed the project parts and noted the project was intentionally split up between the water tower, the water treatment facility, and infrastructure component from the Bellwether development to the facilities. Public Works Director Mattson noted targeting the pipe infrastructure from Bellwether for the Federal funding portion because of the timing and construction timelines. Public Works Director Mattson explained with the current bids received, the 3 million dollars in Federal funding could not be applied to the first two parts of this project without rebidding them. Public Works Director Mattson noted the third component is also eligible for a grant, noting a bonding representative submitted a 10-million-dollar bond bill to the Appropriations Committee that the City will likely not hear anything on until January 28. Public Works Director Mattson reviewed timelines with construction and how future funds are distributed if the City receives the grant and if the grant amount is less than 10 million dollars, what options the City has in pursuing the necessary infrastructure. Public Works Director Mattson noted as the City grows additional municipal wells will need to plan for and constructed and funded. Public Works Director Mattson expressed concern over continued labor costs, and continued raw materials cost increases, and reviewed trends and noted difference in the two bids received. Public Works Director Mattson noted when development comes through, the development is what pays for all of the infrastructure through trunk area charges. Public Works Director Mattson noted the baseline items needing to be covered and each item is attached to how fast development comes. Public Works Director Mattson noted implementation of primary funding mechanisms through development, and noted Northland is working on a couple of different development scenarios, with different interest rate scenarios, and if there is additional information Council would like to review to please email him. Public Works Director Mattson reviewed a decision on the bids by the January 26 meeting will need to be made, as if the City takes no action, the bids expire and rebidding would be necessary. Public Works Director Mattson noted the treatment plan site has been purchased as with the water tower site in progress, noting there would be additional cost to reissue and through the bid process again and with no changes, and is really a risk tolerance decision for Council. City Administrator Beise noted compiling information, and requested additional information Council would like to see to assist in making a decision on the project, as the City will move forward with the bonding process on January 26. City Administrator Beise added if Council decides not to move forward with the project, the City will still end up doing some bonding, but the amounts would change.

b. 2023 Goal Setting Session

Mayor McKee called a work session for January 23, at 5:00 pm for strategic planning.

10. New Business

Mayor McKee invited residents to communicate in-person or telephonically during the public comment opportunity for Unfinished Business. City Administrator Beise explained the instructions to participate in the meeting via the Zoom video format and reviewed instructions for participation in the meeting through telephone or computer. No persons participated in the public comment period.

a. Annual Appointments

MOTION: made by Nichols, seconded by Vehrenkamp to approve Resolution 2023-01 Establishing Annual Appointments for the City of Corcoran for 2023.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

City Administrator Beise clarified on establishing annual appointments if Councilmember Bottema is

interested in remaining as acting mayor for 2023. Councilmember Bottema accepted role as acting mayor. Public Works Director Mattson noted Stantec has a new address.

b. Commission Liaison Schedule

Council noted remaining on the same committees, Councilmember Nichols as the liaison on the Parks and Trails Commission, Councilmember Bottema as the liaison for the Elm Creek Watershed Management Commission, and Councilmember Vehrenkamp and Councilmember Schultz will rotate meetings as liaisons on the Planning Commission for 2023.

c. Legislative Priorities

City Administrator Beise noted the addition of police officer recruitment and retention, THC and cannibal products, and County motor vehicle tax sales and potential benefit to the City for County Road projects, are the items added to the legislative priorities. Council discussed removing the County motor vehicle tax sales portion of the legislative priority items.

MOTION: made by McKee, seconded by Nichols to remove the county motor vehicle tax sales from the legislative priorities list.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Council requested change to the wording of cannabinoid product verbiage to be more restrictive. Council and staff discussed recent changes to the cannabinoid verbiage and is a bit different than the edibles conversation, and what route to go to advocate for cities and communities regarding safety of products.

d. Call for Work Sessions

Mayor McKee called for work sessions on February 9, February 23, and March 9, at 5:30 pm with topics of work sessions to be determined. Council noted a priority of zoning for light industrial discussion and City Administrator Beise noted including the topic in the goal setting meeting on January 26. Council noted at Bellwether residents will be attending the work session if there is a work session regarding crosswalks to understand the City's crosswalk policy. Council and staff discussed for need for a work session on crosswalks to better understand costs and where they should be located, what level does striping occur, when are overhead beacons necessary, and trying to find clarity as the City begins to install crosswalks in the City. Council debated need for meeting on crosswalks or including in a regular Council meeting. Council noted included Diamond Lake Trail crosswalks in the discussion on crosswalks. Council noted information received regarding the County purchasing houses within developments with HOAs and to be used as halfway houses, and there is no local level of control regarding the use of property for this type of use. Council noted review topic at a future Council meeting.

e. Seasonal Worker Pay

MOTION: made by Bottema, seconded by McKee approve Seasonal Worker Pay and direct staff to implement.

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

11. Staff Reports

12. 2023 City Council Schedule

Council received schedule.

13. Adjournment

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

Voting Aye: McKee, Bottema, Nichols, Schultz, and Vehrenkamp

(Motion carried 5:0)

Meeting adjourned at 11:45 pm on January 12, 2023.

_____

Michelle Friedrich – City Clerk

DRAFT

Agenda Item 7c.
Council Meeting Date: 2/9/2023
Prepared By: Maggie Ung

FINANCIAL CLAIMS

CHECK RANGE

FUND #500 ESCROW CLAIMS

Paid to	Amount	Project name
SEE THE REGISTER FOR #500 CLAIMS		
Total	$0.00	
Total Fund #500 =		$ -
(See attached Payments Detail)		

ALL OTHER FINANCIAL CLAIMS

Check Register		$686,422.42
(See attached Check Detail Registers)		
Total Checks	**$**	**686,422.42**
Total of Auto Deductions	**$**	**187,551.70**
TOTAL EXPENDITURES FOR APPROVAL	**$**	**873,974.12**

Auto Deductions / Electronic Fund Transfer / Other Disbursements

Date	Paid to	Amount	Description
1/26/2023	ADP	$ 118,453.35	Net Payroll and Taxes
1/27/2023	MN PERA	$ 25,773.36	Employee Pension
1/30/2023	EMPOWER	$ 5,924.26	Employee Deferred Comp/Healthcare Savings
1/30/2023	Optum Bank	$ 4,341.04	Employee HSA
1/31/2023	PAYMENTECH	$ 77.63	Returned Credit Card Payment
2/1/2023	HealthPartners	$ 32,582.06	Employee Health Insurance Premium
2/2/2023	POSTALIA	$ 400.00	Postage
Total		$ 187,551.70	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 01/27/2023 - 02/09/2023
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33343							
100-00000-21710	08/17/22	ABIGAIL EDSTROM	2022 FSA REIMBURSEMENT	08172022	02/09/23	350.00	33343
100-42100-50207	12/15/22	ABIGAIL EDSTROM	TRAINING 12/15/22 - 12/16/22 - FOO	12262022	02/09/23	30.84	33343
			Total For Check 33343			380.84	
Check 33344							
100-43100-50220	01/30/23	ACME TOOLS	WEATHER GUARD	10904033	02/09/23	851.99	33344
100-45200-50210	01/30/23	ACME TOOLS	LITHIUM BATTERY BACK	10901650	02/09/23	408.00	33344
			Total For Check 33344			1,259.99	
Check 33345							
100-41900-50200	01/23/23	AMAZON CAPITAL SERVICES	WALL CLOCK / BINDERS	1WNP-3QMF-319F	02/09/23	37.08	33345
100-41900-50200	01/23/23	AMAZON CAPITAL SERVICES	TAPE AND PENCILS	13F1-GKMM-1YJG	02/09/23	17.05	33345
			Total For Check 33345			54.13	
Check 33346							
100-43100-50223	10/20/22	AMERICAN PRESSURE	SERVICE AND PARTS (LANDA VHG-20024	130046	02/09/23	598.81	33346
			Total For Check 33346			598.81	
Check 33347							
100-41900-50212	01/17/23	BEAUDRY OIL COMPANY	UNLEADED 87	2246364	02/09/23	12.76	33347
100-41900-50212	01/18/23	BEAUDRY OIL COMPANY	UNLEADED	2246366	02/09/23	28.70	33347
100-41900-50212	01/05/23	BEAUDRY OIL COMPANY	UNLEADED 87	2234045	02/09/23	16.43	33347
100-41900-50380	01/23/23	BEAUDRY OIL COMPANY	PROPANE - 9525 CAIN ROAD	2247282	02/09/23	885.24	33347
100-41900-50380	01/23/23	BEAUDRY OIL COMPANY	PROPANE	2247281	02/09/23	300.54	33347
100-42100-50212	01/17/23	BEAUDRY OIL COMPANY	UNLEADED 87	2246364	02/09/23	561.36	33347
100-42100-50212	01/18/23	BEAUDRY OIL COMPANY	UNLEADED	2246366	02/09/23	1,262.55	33347
100-42100-50212	01/05/23	BEAUDRY OIL COMPANY	UNLEADED 87	2234045	02/09/23	722.83	33347
100-43100-50212	01/17/23	BEAUDRY OIL COMPANY	UNLEADED 87	2246364	02/09/23	63.79	33347
100-43100-50212	01/18/23	BEAUDRY OIL COMPANY	ULS DYED KODIAK	2246365	02/09/23	2,965.93	33347
100-43100-50212	01/18/23	BEAUDRY OIL COMPANY	UNLEADED	2246366	02/09/23	143.47	33347
100-43100-50212	01/20/23	BEAUDRY OIL COMPANY	ULS DYED KODIAK	2234046	02/09/23	761.92	33347
100-43100-50212	01/05/23	BEAUDRY OIL COMPANY	UNLEADED 87	2234045	02/09/23	82.14	33347
100-43100-50212	01/05/23	BEAUDRY OIL COMPANY	ULS DYED KODIAK	2233928	02/09/23	2,365.21	33347
			Total For Check 33347			10,172.87	
Check 33348							
100-43100-50220	01/18/23	BOYER FORD TRUCKS INC	F/R DIFFERENTIAL / U-JOINT KIT (TA	003P32631	02/09/23	3,962.26	33348
			Total For Check 33348			3,962.26	
Check 33349							
100-43100-50220	01/18/23	BOYER FORD TRUCKS INC	2019 MACK TRUCK (VIN:1099) REPAIRS	003S8335	02/09/23	1,111.11	33349
			Total For Check 33349			1,111.11	
Check 33350							
100-41920-50221	02/01/23	BS& A SOFTWARE	BS&A SOFTWARE	144869	02/09/23	4,064.33	33350
100-41920-50221	02/01/23	BS& A SOFTWARE	FIXED ASSET MODULE ADJUSTMENT	10776	02/09/23	(730.00)	33350
100-41920-50300	02/01/23	BS& A SOFTWARE	BS&A SOFTWARE	144869	02/09/23	675.00	33350
601-49400-50300	02/01/23	BS& A SOFTWARE	BS&A SOFTWARE	144869	02/09/23	1,293.33	33350
602-49450-50300	02/01/23	BS& A SOFTWARE	BS&A SOFTWARE	144869	02/09/23	1,293.34	33350
			Total For Check 33350			6,596.00	
Check 33351							
100-41900-50300	01/25/23	CINTAS - 470	CITY HALL MATS	4144527452	02/09/23	133.06	33351
100-43100-50400	01/18/23	CINTAS - 470	RED SHOP TOWELS/CRT BLUE - PUBLIC	4143828459	02/09/23	132.52	33351
100-43100-50400	01/18/23	CINTAS - 470	GRAY MICROFIBER WIPE	4143828516	02/09/23	18.20	33351

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Check 33351							
100-43100-50400	01/18/23	CINTAS - 470	LARGE BATH TOWELS - BLUE	4143828583	02/09/23	100.40	33351
100-43100-50400	01/25/23	CINTAS - 470	CRT BLUE/CABINET	4144527435	02/09/23	87.81	33351
			Total For Check 33351			471.99	
Check 33352							
100-43100-50400	01/17/23	CINTAS - 470	PUBLIC WORKS CABINET ORGANIZATION	5141113232	02/09/23	30.54	33352
			Total For Check 33352			30.54	
Check 33353							
100-45200-50221	02/01/23	CITY OF DELANO	2002 TRAILER REPLACEMENT PLATES	02-02-2022	02/09/23	21.00	33353
416-43100-50550	02/01/23	CITY OF DELANO	2023 MACK TRUCK REGISTRATION	02020222	02/09/23	8,893.70	33353
416-43100-50550	02/01/23	CITY OF DELANO	2023 GMC SIERRA REGISTRATION	2-02-2022	02/09/23	3,456.72	33353
			Total For Check 33353			12,371.42	
Check 33354							
100-43125-50210	01/11/23	COMPASS MINERALS	SALT SUPPLIES	1113591	02/09/23	2,104.19	33354
			Total For Check 33354			2,104.19	
Check 33355							
100-41920-50210	01/20/23	COMPUTER INTEGRATION TECH	2 MO ACROBAT STANDARD DC FORM LICE	343005	02/09/23	29.98	33355
100-41920-50300	01/16/23	COMPUTER INTEGRATION TECH	AGREEMENT MANAGED SERVICES / MANAG	343038	02/09/23	4,435.16	33355
			Total For Check 33355			4,465.14	
Check 33356							
100-41900-50210	12/31/22	CULLIGAN BOTTLED WATER	OFFICE WATER	114X89368506	02/09/23	57.33	33356
			Total For Check 33356			57.33	
Check 33357							
100-00000-21600	12/30/22	FRIEDRICH, MICHELLE	2022 PAYROLL CORRECTION	12312022	02/09/23	123.17	33357
			Total For Check 33357			123.17	
Check 33358							
601-49400-50380	01/31/23	GOPHER STATE ONE CALL	JANUARY 2023 SERVICE FEE	3000315	02/09/23	25.00	33358
602-49450-50380	01/31/23	GOPHER STATE ONE CALL	JANUARY 2023 SERVICE FEE	3000315	02/09/23	25.00	33358
			Total For Check 33358			50.00	
Check 33359							
601-49400-50433	02/01/23	GREGORY, ERIC	WATER LICENSE	02012023	02/09/23	23.00	33359
			Total For Check 33359			23.00	
Check 33360							
100-42100-50403	01/25/23	GUARDIAN FLEET SAFETY	SQUAD 570 SPOTLIGHT REPAIR	23-0071	02/09/23	436.25	33360
			Total For Check 33360			436.25	
Check 33361							
100-42100-50300	01/13/23	HENNEPIN COUNTY ACCOUNTS REC	SHARED MENTAL HEALTH PROFESSIONAL	1000197836	02/09/23	8,600.00	33361
			Total For Check 33361			8,600.00	
Check 33362							
100-41900-50210	01/11/23	HENNEPIN COUNTY TREASURER	2023 TRUTH IN TAXATION NOTICES	01112023	02/09/23	1,541.86	33362
			Total For Check 33362			1,541.86	
Check 33363							
100-00000-22205	01/13/23	LANDFORM PROFESSIONAL SERVIC	3019 ADDITION PRELIMINARY PLAT 22-	33988	02/09/23	402.00	33363
100-00000-22205	01/13/23	LANDFORM PROFESSIONAL SERVIC	KWIK TRIP PRE-APP MTG 22-009	34006	02/09/23	36.50	33363

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Check 33363							
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME PROJECT 22-075	33987	02/09/23	73.00	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0041	33991	02/09/23	36.50	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0031	33993	02/09/23	244.50	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0024	33995	02/09/23	359.50	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0021	33996	02/09/23	213.50	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0020	33997	02/09/23	2,527.00	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0029	34001	02/09/23	36.50	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0045	34002	02/09/23	222.00	33363
100-00000-22205	02/01/23	LANDFORM PROFESSIONAL SERVIC	CITY PLANNER TIME 22-0015	34008	02/09/23	266.50	33363
100-00000-22205-017	01/13/23	LANDFORM PROFESSIONAL SERVIC	COOK LAKE PUD AMENDMENT 22-076	33986	02/09/23	359.00	33363
100-00000-22205-017	01/12/23	LANDFORM PROFESSIONAL SERVIC	COOK LAKE HIGHLANDS FP & FPUD 21-0	33978	02/09/23	1,113.50	33363
100-00000-22205-024	01/12/23	LANDFORM PROFESSIONAL SERVIC	D&D SERVICE CUP SP AND VAR 21-012	33982	02/09/23	672.50	33363
100-00000-22205-030	01/12/23	LANDFORM PROFESSIONAL SERVIC	FRANZEN FINAL PLAT 21-021	33981	02/09/23	112.50	33363
100-00000-22205-044	01/13/23	LANDFORM PROFESSIONAL SERVIC	KARINIEMI MEADOWS 22-059	33992	02/09/23	1,933.00	33363
100-00000-22205-056	01/13/23	LANDFORM PROFESSIONAL SERVIC	TAVERA 5TH FP AND FPUD 22-068	33990	02/09/23	45.00	33363
100-00000-22205-056	01/13/23	LANDFORM PROFESSIONAL SERVIC	TAVERA 4TH FPUD AND FP 22-028	34000	02/09/23	185.50	33363
100-00000-22205-056	01/12/23	LANDFORM PROFESSIONAL SERVIC	TAVERA FP & FPUD 20-042	33974	02/09/23	126.50	33363
100-00000-22205-056	01/12/23	LANDFORM PROFESSIONAL SERVIC	TAVERA 3RD ADDITION FP & FPUD 21-0	33979	02/09/23	67.50	33363
100-00000-22205-058	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 14TH FP & FPUD 19-022	33970	02/09/23	90.00	33363
100-00000-22205-058	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 13TH FP & FINAL PUD 19-012	33971	02/09/23	90.00	33363
100-00000-22205-058	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 11TH FP & FINAL PUD 19-005	33972	02/09/23	90.00	33363
100-00000-22205-058	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 15TH FP, PUD AMENDMENT 20-	33975	02/09/23	163.00	33363
100-00000-22205-059	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 10TH FP AND FINAL PUD 18-0	33968	02/09/23	90.00	33363
100-00000-22205-060	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 4TH ADDITION FINAL PUD & F	33964	02/09/23	185.50	33363
100-00000-22205-061	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 6TH ADDITION FINAL PUD & P	33962	02/09/23	112.50	33363
100-00000-22205-061	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 5TH ADDITION FINAL PUD AND	33963	02/09/23	112.50	33363
100-00000-22205-062	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 7TH ADDITION FINAL PUD & F	33966	02/09/23	90.00	33363
100-00000-22205-063	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 8TH FP AND PUD FINAL PLAT	33967	02/09/23	90.00	33363
100-00000-22205-064	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 9TH FP AND FINAL PUD 17-04	33965	02/09/23	90.00	33363
100-00000-22205-064	01/12/23	LANDFORM PROFESSIONAL SERVIC	RAVINIA 12TH FINAL PLAT & FINAL PU	33973	02/09/23	284.00	33363
100-00000-22205-075	01/12/23	LANDFORM PROFESSIONAL SERVIC	NAPA CUP & SP CITY FILE 21-004	33983	02/09/23	320.50	33363
100-00000-22205-087	01/13/23	LANDFORM PROFESSIONAL SERVIC	BELLWETHER 9TH FP & FPUD 22-017	34003	02/09/23	90.00	33363
100-00000-22205-087	01/13/23	LANDFORM PROFESSIONAL SERVIC	AMBERLY 2ND ADDITION FP & FPUD 22-	34007	02/09/23	45.00	33363
100-00000-22205-087	01/12/23	LANDFORM PROFESSIONAL SERVIC	ENCORE FINAL PUD & FP 18-027	33969	02/09/23	90.00	33363
100-00000-22205-087	01/12/23	LANDFORM PROFESSIONAL SERVIC	BELLWETHER 7TH FP & FPUD 21-060	33977	02/09/23	22.50	33363
100-00000-22205-087	01/12/23	LANDFORM PROFESSIONAL SERVIC	AMBERLEY & BELLWETHER 6TH FP & FPU	33980	02/09/23	112.50	33363
100-00000-22205-098	01/13/23	LANDFORM PROFESSIONAL SERVIC	RUSH CREEK RESERVE 2ND FP & FPUD 2	34005	02/09/23	45.00	33363
100-00000-22205-098	01/12/23	LANDFORM PROFESSIONAL SERVIC	RUSH CREEK RESERVE FP & FPUD 20-03	33976	02/09/23	45.00	33363
100-00000-22205-111	01/13/23	LANDFORM PROFESSIONAL SERVIC	GARAGES TOO FP 22-015	34004	02/09/23	109.50	33363
100-41910-50300	01/12/23	LANDFORM PROFESSIONAL SERVIC	CITY BUSINESS	33984	02/09/23	2,463.00	33363
100-41910-50300	01/13/23	LANDFORM PROFESSIONAL SERVIC	PUD ZONING AMENDMENTS 22-045	33994	02/09/23	219.00	33363
100-41910-50300	01/13/23	LANDFORM PROFESSIONAL SERVIC	BUFFER YARD ORDINANCE AMENDMENT 22	339999	02/09/23	433.00	33363
100-42401-50300	01/13/23	LANDFORM PROFESSIONAL SERVIC	CODE ENFORCEMENT	33985	02/09/23	2,113.25	33363
			Total For Check 33363			16,628.25	
Check 33364							
100-42100-50207	01/27/23	LEXIPOL LLC	2023 ANNUAL LAW ENFORCEMENT POLICY	INVLEX14696	02/09/23	3,423.58	33364
			Total For Check 33364			3,423.58	
Check 33365							
100-00000-21710	12/17/22	LINDA CANTON	2022 FSA REIMBURSEMENT	20232	02/09/23	208.67	33365
100-00000-21710	01/31/23	LINDA CANTON	2023 FSA REIMBURSEMENT	2023	02/09/23	233.66	33365
			Total For Check 33365			442.33	

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Check 33366							
601-49400-50310	12/31/22	CITY OF MAPLE GROVE	WATER USAGE 4TH QUARTER 2022	21558	02/09/23	56,508.64	33366
			Total For Check 33366			56,508.64	
Check 33367							
100-41400-50433	11/30/22	MCFOA	MEMBERSHIP (JULY 2022 - JUNE 2023)	FRIEDRICH-2022	02/09/23	50.00	33367
			Total For Check 33367			50.00	
Check 33368							
100-45200-50210	01/20/23	MENARDS MAPLE GROVE	COIL ROOFING NAILS /18 GUAGE METAL	11068	02/09/23	86.75	33368
100-45200-50210	01/30/23	MENARDS MAPLE GROVE	YAKTRAK BOOT COVERS	11523	02/09/23	12.99	33368
			Total For Check 33368			99.74	
Check 33369							
100-00000-20205	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	58.34	33369
100-41320-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	192.56	33369
100-41400-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	116.68	33369
100-41500-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	116.68	33369
100-41910-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	119.70	33369
100-42100-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	563.16	33369
100-42102-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	119.70	33369
100-42400-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	119.70	33369
100-43100-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	297.74	33369
100-45100-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	29.18	33369
100-45200-50130	01/17/23	METLIFE	JANUARY-FEBRUARY 2023 DENTAL INSUR	01012023	02/09/23	29.16	33369
			Total For Check 33369			1,762.60	
Check 33370							
100-45200-50210	01/27/23	MINNESOTA EQUIPMENT	CABLE	P89297	02/09/23	83.52	33370
100-45200-50210	01/27/23	MINNESOTA EQUIPMENT	CABLE	P89324	02/09/23	62.64	33370
100-45200-50210	01/27/23	MINNESOTA EQUIPMENT	CABLE - RETURN	P89325	02/09/23	(83.52)	33370
			Total For Check 33370			62.64	
Check 33371							
100-42100-50433	11/28/22	MN CHIEFS OF POLICE ASSOC	MEMBERSHIP RENEWAL - R. BURNS	13489	02/09/23	193.00	33371
			Total For Check 33371			193.00	
Check 33372							
100-42100-50300	01/20/23	CITY OF MONTICELLO	ANIMAL CONTROL CHARGES / EUTHANIZA	0026238	02/09/23	390.00	33372
			Total For Check 33372			390.00	
Check 33373							
100-43100-50220	01/20/23	NAPA AUTO PARTS - Corcoran	HYD HOSE FITTINGS	452287	02/09/23	191.40	33373
100-43100-50220	01/18/23	NAPA AUTO PARTS - Corcoran	HYDRANT HOSE FITTINGS	451916	02/09/23	67.98	33373
			Total For Check 33373			259.38	
Check 33374							
100-00000-21710	01/30/23	NATALIE DAVIS MCKEOWN	DEPENDENT CARE REIMBURSEMENT	02102022	02/09/23	192.31	33374
			Total For Check 33374			192.31	
Check 33375							
100-42100-50300	01/15/23	NET TRANSCRIPTS INC	PD TRANSCRIPTS	NT14028	02/09/23	118.26	33375
			Total For Check 33375			118.26	
Check 33376							
408-00000-20610	02/01/23	NEW LOOK CONTRACTING	66TH AVE/GLEASON PKWY CORRIDOR IMP	PAY7	02/09/23	(14,252.83)	33376

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Check 33376							
408-48005-50530	02/01/23	NEW LOOK CONTRACTING	66TH AVE/GLEASON PKWY CORRIDOR IMP	PAY7	02/09/23	285,056.68	33376
			Total For Check 33376			270,803.85	
Check 33377							
100-41900-50210	01/31/23	NORTHERN SAFETY TECHNOLOGY	SUPPLIES	55248	02/09/23	478.50	33377
100-43100-50220	01/31/23	NORTHERN SAFETY TECHNOLOGY	SUPPLIES	55248	02/09/23	478.50	33377
			Total For Check 33377			957.00	
Check 33378							
100-41900-50200	01/16/23	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	286331863001	02/09/23	72.08	33378
100-41900-50200	01/17/23	ODP BUSINESS SOLUTIONS, LLC	NAME TAG SIGN	286330906001	02/09/23	15.97	33378
			Total For Check 33378			88.05	
Check 33380							
100-42200-50300	01/03/23	CITY OF ROGERS	1ST QTR 2023 FIRE PROTECTION	0037118	02/09/23	64,709.24	33380
			Total For Check 33380			64,709.24	
Check 33381							
416-45200-50580	02/09/23	RTL EQUIPMENT	SNOW BLOWER	27849	02/09/23	6,709.56	33381
			Total For Check 33381			6,709.56	
Check 33382							
100-41900-50401	01/30/23	RUSSELL SECURITY RESOURCE IN	EXIT DOOR REPLACEMENT	A44350	02/09/23	3,120.00	33382
100-45200-50210	01/20/23	RUSSELL SECURITY RESOURCE IN	PARK LOCK	A44314	02/09/23	654.50	33382
			Total For Check 33382			3,774.50	
Check 33383							
100-43100-50321	01/18/23	SPRINT	CELL SERVICE 12/15/22 - 1/14/23	391283315-254	02/09/23	294.22	33383
			Total For Check 33383			294.22	
Check 33384							
100-41400-50207	02/01/23	ST. CLOUD STATE UNIVERSITY	2023 ANNUAL CONFERENCE	02022022	02/09/23	460.00	33384
			Total For Check 33384			460.00	
Check 33385							
100-00000-21709	01/17/23	STANDARD INSURANCE COMPANY	FEBRUARY 2023 LIFE INSURANCE PREMI	02-2023	02/09/23	1,642.85	33385
			Total For Check 33385			1,642.85	
Check 33386							
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	CR 116 & HUNTERS RIDGE TURN LANE I	2035550	02/09/23	18,227.38	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	3019 ADDITION	2035579	02/09/23	909.00	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	HACKAMORE ROAD ASSISTANCE	2035578	02/09/23	2,337.50	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	889.00	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	PULTE DEVELOPMENT INFRASTRUCTURE	2035553	02/09/23	10,754.93	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	STIEG ROAD IMPROVEMENTS	2035552	02/09/23	10,479.00	33386
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	CORCORAN FARMS BUSINESS PARK	2035576	02/09/23	2,584.50	33386
100-00000-22205-010	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	118.00	33386
100-00000-22205-013	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	1,002.05	33386
100-00000-22205-017	01/30/23	STANTEC CONSULTING SERVICES	COOK LAKE TURN LANE	2035577	02/09/23	9,205.50	33386
100-00000-22205-017	01/30/23	STANTEC CONSULTING SERVICES	COOK LAKE	2035549	02/09/23	13,346.22	33386
100-00000-22205-024	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	723.70	33386
100-00000-22205-044	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	2,143.00	33386
100-00000-22205-055	01/30/23	STANTEC CONSULTING SERVICES	LENNAR DEVELOPMENT	2035580	02/09/23	8,231.13	33386
100-00000-22205-056	01/30/23	STANTEC CONSULTING SERVICES	TAVERA_LENNAR	2035551	02/09/23	10,924.88	33386
100-00000-22205-075	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	723.70	33386

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Check 33386							
100-00000-22205-076	01/30/23	STANTEC CONSULTING SERVICES	NELSON TRUCKING	2035583	02/09/23	192.63	33386
100-00000-22205-080	01/30/23	STANTEC CONSULTING SERVICES	PIONEER TRAIL INDUSTRIAL PARK	2035683	02/09/23	2,968.75	33386
100-00000-22205-087	01/30/23	STANTEC CONSULTING SERVICES	AMBERLY/BELLWETHER	2035588	02/09/23	4,557.55	33386
100-00000-22205-098	01/30/23	STANTEC CONSULTING SERVICES	RUSH CREEK RESERVE	2035585	02/09/23	2,489.05	33386
100-00000-22205-111	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	1,974.00	33386
100-00000-22205-117	01/30/23	STANTEC CONSULTING SERVICES	ST THERESE DEVELOPMENT REVIEW	2035587	02/09/23	989.00	33386
100-00000-22205-128	01/30/23	STANTEC CONSULTING SERVICES	ESCROW PROJECTS	2035554	02/09/23	648.25	33386
100-00000-22205-129	01/30/23	STANTEC CONSULTING SERVICES	PULTE WALCOTT GLENN	2035571	02/09/23	4,202.58	33386
100-00000-22205-130	01/30/23	STANTEC CONSULTING SERVICES	RUSH CREEK/ST THERESE OFFSITE UTIL	2035572	02/09/23	5,428.00	33386
100-42400-50303	01/30/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2035584	02/09/23	4,858.00	33386
100-43170-50300	01/30/23	STANTEC CONSULTING SERVICES	TRANSPORTATION	2035582	02/09/23	2,022.50	33386
100-43170-50300	01/30/23	STANTEC CONSULTING SERVICES	STORMWATER	2035573	02/09/23	3,638.00	33386
408-48005-50300	01/30/23	STANTEC CONSULTING SERVICES	66TH STREET DESIGN & CONSTRUCTION	2035581	02/09/23	559.13	33386
408-48009-50303	01/30/23	STANTEC CONSULTING SERVICES	BRIDGE REPLACEMENT DESIGN-CITY OF	2035590	02/09/23	10,238.25	33386
601-49400-50300	01/30/23	STANTEC CONSULTING SERVICES	WATER SUPPLY, TREATMENT, & STORAGE	2035546	02/09/23	28,970.50	33386
601-49400-50300	01/30/23	STANTEC CONSULTING SERVICES	TEST WELL #2	2035574	02/09/23	470.00	33386
601-49400-50300	01/30/23	STANTEC CONSULTING SERVICES	NE CORCORAN WATER TOWER - FINAL DE	2035548	02/09/23	20,624.00	33386
601-49400-50300	01/30/23	STANTEC CONSULTING SERVICES	NE CORCORAN TRUNK INFRASTRUCTURE	2035589	02/09/23	3,033.75	33386
601-49400-50303	01/30/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2035584	02/09/23	1,217.50	33386
602-49450-50303	01/30/23	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION	2035584	02/09/23	1,217.50	33386
			Total For Check 33386			192,898.43	
Check 33387							
100-00000-21710	01/18/23	STEVE WARREN	HRA REIMBURSEMENT	01182023	02/09/23	94.00	33387
			Total For Check 33387			94.00	
Check 33388							
100-42100-50417	01/13/23	STREICHER'S POLICE EQUIPMENT	UNIFORM PANTS - A. BURNS	I1611219	02/09/23	58.00	33388
100-42100-50417	01/13/23	STREICHER'S POLICE EQUIPMENT	UNIFORM SHIRT VEST CARRIER - A. BU	I1611206	02/09/23	109.99	33388
100-42100-50417	01/13/23	STREICHER'S POLICE EQUIPMENT	UNIFORMS - A. BURNS	I1611208	02/09/23	443.94	33388
100-42100-50417	01/13/23	STREICHER'S POLICE EQUIPMENT	UNIFORM (GLOVES) - P. EKENBERG	I1611075	02/09/23	56.00	33388
100-42100-50417	01/13/23	STREICHER'S POLICE EQUIPMENT	HOLSTER - BURNS	CM294869	02/09/23	(184.99)	33388
100-42100-50417	01/16/23	STREICHER'S POLICE EQUIPMENT	HOLSTER - A. BURNS	I1611393	02/09/23	184.99	33388
			Total For Check 33388			667.93	
Check 33389							
100-42100-50403	01/18/23	SUPERIOR FORD	2020 FORD EXPLORER (2485) - SQUAD	650652	02/09/23	129.50	33389
			Total For Check 33389			129.50	
Check 33390							
100-42100-50417	01/20/23	SYMBOLARTS LLC	BADGES	0451987	02/09/23	903.00	33390
100-42100-50417	01/11/23	SYMBOLARTS LLC	PATCH	0451081	02/09/23	1,500.50	33390
			Total For Check 33390			2,403.50	
Check 33391							
100-41900-50401	01/31/23	ULTIMATE CLEANERS LLC	CITY HALL & PD CLEANING	23013100	02/09/23	780.00	33391
			Total For Check 33391			780.00	
Check 33392							
100-41900-50200	01/18/23	CREDIT CARD PURCHASES	MN NOTARY STAMP - M.FRIEDRICH	107140	02/09/23	27.47	33392
100-41900-50210	01/20/23	CREDIT CARD PURCHASES	STRATEGIC PLANNING MEETING	202980	02/09/23	190.32	33392
100-41900-50210	01/23/23	HY-VEE	CITY HALL RESTROOM SOAP	0079	02/09/23	8.58	33392
100-42100-50207	01/29/23	CREDIT CARD PURCHASES	MN CRISIS INTERVENTION TRAINING -	8517	02/09/23	900.00	33392
100-42100-50207	01/20/23	CREDIT CARD PURCHASES	BCA TRAINING - C. ANDRESS	4183539126	02/09/23	1,500.00	33392

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 01/27/2023 - 02/09/2023
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33392							
100-42100-50300	01/20/23	HUMANITY LLC	SHIFT PLANNING 1/20/23-02/19/23	INV00243807	02/09/23	80.00	33392
100-42100-50433	01/18/23	CREDIT CARD PURCHASES	MAPET MEMBERSHIP - A.FADDEN	01182023	02/09/23	35.00	33392
100-42100-50433	12/01/22	CREDIT CARD PURCHASES	2023 MEMBERSHIP - DECKER	13093	02/09/23	50.00	33392
100-42100-50433	11/28/22	MN CHIEFS OF POLICE ASSOC	MEMBERSHIP - P. EKENBERG	13595CC	02/09/23	193.00	33392
100-42400-50207	01/30/23	CREDIT CARD PURCHASES	INTERNATIONAL CODE COUNCIL TRAININ	101470455	02/09/23	495.00	33392
207-42100-50210	01/26/23	CREDIT CARD PURCHASES	TRUCK SAFETY SUPPLIES	722598038	02/09/23	2.98	33392
601-49400-50207	01/19/23	CREDIT CARD PURCHASES	MEALS - ROBBIE/ERIC (WATER SCHOOL)	01192023	02/09/23	37.73	33392
			Total For Check 33392			3,520.08	
Check 33393							
100-41920-50210	01/19/23	US BANKCORP EQUIPMENT FINANC	COPIER LEASE	492292131	02/09/23	424.46	33393
			Total For Check 33393			424.46	
Check 33394							
100-00000-22206	02/02/23	VOLLRATH, JERALD	ESCROW REFUND - VOLLRATH PROPERTY	02022023	02/09/23	730.00	33394
			Total For Check 33394			730.00	
Check 33395							
100-43100-50381	01/03/23	XCEL ENERGY	9820 CO RD 101 STREET LIGHT	810481382	02/09/23	30.55	33395
			Total For Check 33395			30.55	
Check 33396							
100-43100-50381	01/03/23	XCEL ENERGY	9525 CAIN RD - STREET LIGHTS	810355206	02/09/23	328.72	33396
			Total For Check 33396			328.72	
Check 33397							
100-43100-50381	01/06/23	XCEL ENERGY	STREET LIGHTING 9700 CR19	811104099	02/09/23	34.40	33397
			Total For Check 33397			34.40	
Check 33398							
100-41920-50210	01/19/23	Z SYSTEMS, INC	DS HDMI SYSTEM CHECK UP - EOC	83877	02/09/23	399.95	33398
			Total For Check 33398			399.95	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
		Fund Totals:					
			Fund 100 GENERAL FUND			271,018.94	
			Fund 207 TRUCK SAFETY			2.98	
			Fund 408 PAVEMENT MANAGEMENT			281,601.23	
			Fund 416 CAPITAL-EQUIPMENT CERTS			19,059.98	
			Fund 601 WATER			112,203.45	
			Fund 602 SEWER			2,535.84	
			Total For All Funds:			686,422.42	

STAFF REPORT **Agenda Item: 7d.**

Council Meeting: February 9, 2023	**Prepared By:** Jessica Beise
Topic: Employee Handbook Update	**Action Required:** Approval

Summary:

On January 12, Council authorized staff to make a minor change to the Employee handbook. To incentivize seasonal attendance during inclement weather. The Handbook amendment would add the following language to the Employee Handbook on page 22:

Seasonal Employee Pay
A part-time seasonal employee who works on a City holiday, shall receive an additional one and two (2) times pay for all hours worked on that date, as approved by the City Administrator.

Financial/Budget:

Staff would manage the 2023 staff budget to accommodate this change and would review the utilization of special rates to assist in future budgets.

Options:

1. Adopt an amendment to the Employee Handbook.
2. Decline to adopt the change to the handbook.

Recommendation:

Adopt an amendment to the Employee Handbook.

Council Action:

Consider a motion to adopt an amendment to the Employee Handbook.

Attachments:

1. Employee Handbook Amendment

rate the employee is earning at that time. Upon separation employee must elect to contribute this distribution into the MSRS POST Retirement Health Savings Plan.

Seasonal Employee Pay

A part-time seasonal employee who works on a City holiday, shall receive an additional one and two (2) times pay for all hours worked on that date, as approved by the City Administrator.

STAFF REPORT **Agenda Item: 7e.**

Council Meeting: February 9, 2023	**Prepared By:** Kevin Mattson
Topic: Authorize 2023 Road Materials	**Action Required:** Approval

Summary:
Annually, the City contracts for various road materials. Staff requests authorization to obtain quotes and bids for asphalt maintenance, seal coat/fog seal, gravel hauling services, concrete materials, street sweeping, and pavement striping.

Financial/Budget:
Costs to purchase the above services are included in the 2023 budget. Staff will adjust the ultimate project scope depending on the cost of the quotes and bids received.

Council Action:
Authorize staff to obtain quotes and bids for asphalt maintenance, seal coat/fog seal, gravel hauling services, concrete materials, street sweeping, and pavement striping.

Attachments:
N/A

Memo

Stantec

To:	Kevin Mattson, City of Corcoran	From:	Kent Torve, PE City Engineer Nick Wyers, PE
File:	227701079	Date:	February 1, 2023
Subject:	66th Avenue/Gleason Parkway Corridor Improvements – Pay Request #7 & Change Order #3		

Reference: 66th Avenue/Gleason Parkway Corridor Improvements – Pay Request #7 & Change Order #3

Council Action Requested

We recommend approval of the Payment Request #7 New Look Contracting in the amount of $270,803.85 on the 66th Avenue/Gleason Parkway Corridor Improvements Project.

Project Update

The amount brings the total approved to date 95% of the total project value before withholding the 5% retainage amount of $102,817.76

The requested amount is related to quantity resolutions and change order #3. Change order #3 consists of the quantity resolutions of the 2022 pricing increases.

Financing

Financing is provided through developer escrow.

Attachments

Pay Request #7
Change Order #3

SECTION 00 63 63
CHANGE ORDER FORM

Change Order No. 3

Date 01/30/2023

Agreement Date 6/18/2021

Name of Project: 66th Avenue/Gleason Parkway Corridor Improvements

Owner: City of Corcoran

Contractor: New Look Contracting, LLC.

The following changes are hereby made to the Contract Documents:

The following additional bid items and prices have been added to the contract documents:.

Change Order #3: 2022 Pricing		UNIT	QTY	UNIT PRICE	TOTAL PRICE
67	BITUMINOUS TACK COAT MATERIAL	GAL	60	$ 0.25	$ 15.00
69	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	658	$ 7.69	$ 5,060.02
70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	73	$ 20.71	$ 1,511.83
C0 3.1	IRRIGATION AND CURB STOP REPAIR	LUMP SUM	1	$ 1,919.58	$ 1,919.58
				TOTAL CHANGE ORDER #3:	**$ 8,506.43**

Justification: The project extended 2022 additional costs were incurred by the contractors as related to additional mobilizations and increased material costs. The final quantities were determined using field observation and measurements as discussed with the Contractor in January of 2023.

Original Contract Price:	$ 1,908,607.40
Current Contract Price adjusted to previous Change Order:	$ 2,073,754.70
The Contract Price due to this Change Order will be increased by	$ 8,506.43
The new Contract Price including this Change Order will be	$ 2,082,261.13
Original Contract Substantial Completion Date:	November 1, 2021
Current Contract Substantial Completion Date adjusted to previous Change Order:	June 1, 2022
The Contract Time will be Increased by	0 Calendar days
Current Contract Substantial Completion Date adjusted to this Change Order:	June 1, 2022
Original Contract Final Completion Date:	June 30, 2022
Current Contract Final Completion Date adjusted to previous Change Order:	August 29, 2022
The Contract Time will be Increased by	0 Calendar days
Current Contract Final Completion Date adjusted to this Change Order:	August 29, 2022

Approvals Required:

To be effective, this Order must be approved by the Owner and the Contractor if it changes the scope of objective of the Project, or as may otherwise be required by the Supplemental General Conditions.

Requested by: Kenton C Torve
Kenton Torve, P.E.

Ordered by: _____
City of Corcoran

Accepted by: Eric Stratford
(Contractor)

END OF SECTION

Pay Request #7
City of Corcoran
66th Avenue/Gleason Parkway Corridor Improvements
Project Number: 227701079
1/30/2023

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #7 FEBRUARY 2023	
BASE BID: 66th Avenue/Gleason Parkway Corridor Improvements						**QUANTITY**	**COST**	**QUANTITY**	**COST**	**QUANTITY**	**COST**
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	0.0	$ -	8.0	$ 8,800.00
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	2.0	$ 800.00	2.0	$ 800.00
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	875.0	$ 18,375.00	120.0	$ 2,520.00
41	6" PVC DRIANTILE 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	100.0	$ 10,000.00	10.0	$ 1,000.00
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	1.0	$ 1,240.00	1.0	$ 1,240.00
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	$ 3.00	$ 1,035.00	388	$ 1,164.00	310.0	$ 930.00	78.0	$ 234.00
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	7,995.0	$ 63,960.00	2,445.0	$ 19,560.00
57	COMMON EXCAVATION - OFFSITE (LV)	CU YD	9700	$ 13.00	$ 126,100.00	9487	$ 123,331.00	192.0	$ 2,496.00	9,295.0	$ 120,835.00
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	11,745.0	$ 23,490.00	255.0	$ 510.00
63	SELECT GRANULAR BORROW, 5% MOD	TON	800	$ 18.00	$ 14,400.00	1100	$ 19,800.00	800.0	$ 14,400.00	300.0	$ 5,400.00
64	AGGREGATE BASE CLASS 5, 100% CRUSHED	TON	9900	$ 19.00	$ 188,100.00	11884	$ 225,796.00	9,900.0	$ 188,100.00	1,984.0	$ 37,696.00
65	AGGREGATE SURFACING CLASS 2, 100 % CRUSHED LIMESTONE	TON	240	$ 35.00	$ 8,400.00	158	$ 5,530.00	110.0	$ 3,850.00	48.0	$ 1,680.00
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	530.0	$ 1,855.00	60.0	$ 210.00
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	1,800.0	$ 140,400.00	658.0	$ 51,324.00

70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	425	$	103.00	$ 43,775.00	448	$ 46,144.00	375.0	$ 38,625.00	73.0	$ 7,519.00
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	59.0	$ 2,242.00	24.3	$ 921.50
75	INSTALL SIGN TYPE C AND POST	EACH	14	$	5.50	$ 77.00	9	$ 49.50	6.0	$ 33.00	3.0	$ 16.50
76	INSTALL SIGN POST	EACH	2	$	500.00	$ 1,000.00	0	$ -	0.0	$ -	0.0	$ -
77	STREET NAME SIGN PLATE	EACH	10	$	5.50	$ 55.00	8	$ 44.00	0.0	$ -	8.0	$ 44.00
78	INSTALL STREET NAME SIGN PLATE AND POST	EACH	2	$	450.00	$ 900.00	2	$ 900.00	0.0	$ -	2.0	$ 900.00
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	3006	$ 601.20	3,006.0	$ 601.20	0.0	$ -
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	18.0	$ 2,880.00	12.0	$ 1,920.00
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	0.0	$ -	20.0	$ 840.00
109	EROSION CONTROL MAT	SQ YD	25	$	4.50	$ 112.50	25	$ 112.50	0.0	$ -	25.0	$ 112.50
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**		**$ 1,886,051.47**		**$ 1,621,968.97**		**$ 264,082.50**
					TOTAL ORIGINAL CONTRACT:	**$ 1,908,607.40**		**$ 1,886,051.47**		**$ 1,621,968.97**		**$ 264,082.50**

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	$ -
CO 1.3	SALVAGE 15" RCP	LIN FT	88	$ 27.00	$ 2,376.00	38	$ 1,026.00	88.0	$ 2,376.00	-50.0	$ (1,350.00)
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	$ -
CO 1.6	REINSTALL 12" RCP	LIN FT	205	$ 40.00	$ 8,200.00	205	$ 8,200.00	0.0	$ -	205.0	$ 8,200.00
C0 1.7	REINSTALL 15" RCP	LIN FT	88	$ 40.00	$ 3,520.00	38	$ 1,520.00	0.0	$ -	38.0	$ 1,520.00
C0 1.8	REINSTALL 48" CBMH	EACH	1	$ 1,200.00	$ 1,200.00	1	$ 1,200.00	0.0	$ -	1.0	$ 1,200.00
C0 1.9	REINSTALL 2'X3' CB	EACH	2	$ 1,200.00	$ 2,400.00	2	$ 2,400.00	0.0	$ -	2.0	$ 2,400.00
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	$ -
				TOTAL CHANGE ORDER #1:	**$ 133,707.00**		**$ 130,357.00**		**$ 118,387.00**		**$ 11,970.00**

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	0.9	$ 1,584.00	0.1	$ 176.00
51	IRRIGATION SYSTEM & DESIGN	LUMP SUM	1	$ 3,217.50	$ 3,217.50	1	$ 3,217.50	0.9	$ 2,895.75	0.1	$ 321.75
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	$ -
				TOTAL CHANGE ORDER #2:	**$ 31,440.30**		**$ 31,440.30**		**$ 30,942.55**		**$ 497.75**

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	0.0	$ -	60.0	$ 15.00
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
70	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	73	$ 20.71	$ 1,511.83	73	$ 1,511.83	0.0	$ -	73.0	$ 1,511.83
C0 3.1	IRRIGATION AND CURB STOP REPAIR	LUMP SUM	1	$ 1,919.58	$ 1,919.58	1	$ 1,919.58	0.0	$ -	1.0	$ 1,919.58
				TOTAL CHANGE ORDER #3:	**$ 8,506.43**		**$ 8,506.43**		**$ -**		**$ 8,506.43**

TOTAL REVISED CONTRACT: $ 2,082,261.13 $ 2,056,355.20 $ 1,771,298.52 $ 285,056.68

CONTRACT SUMMARY

ORIGINAL CONTRACT AWARD AMOUNT $ 1,908,607.40
REVISED CONTRACT AMOUND $2,082,261.13

	COMPLETE TO DATE	LESS PREVIOUS PAYMENTS	PAY REQUEST #7
SUBTOTAL	$ 2,056,355.20	$ 1,771,298.52	$ 285,056.68
CURRENT RETAINAGE (5%)	$ 102,817.76	$ 88,564.93	$ 14,252.83
TOTAL CURRENT PAY REQUEST	$ 1,953,537.44	$ 1,682,733.59	$ 270,803.85

SECTION 00 62 76

APPLICATION FOR PAYMENT FORM

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

PAY ESTIMATE NO. 7

Original Contract Amount:		$ 1,908,607.40
Contract Changes approved to Date (List Change Order Numbers):	CO #1	$ 133,707.00
	CO #2	$ 31,440.30
	CO #3	$ 8,506.43
Revised Contract Price :		$ 2,082,261.13
Work Completed to Date (attached):		$ 2,056,355.20
Retainage to Date, 5%:		$ 102,817.76
Work Completed to Date Less Retainage to Date:		$ 1,953,537.44
Total Amount Previously Certified:		$ 1,682,733.59
Payment Request This Estimate:		$ 270,803.85

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

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 betweeen 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 2/1/2023

STANTEC CONSULTING SERVICES, INC. Date 2/1/2023

CITY OF CORCORAN Date

END OF SECTION

Agenda Item: 7g.

City of Corcoran
County of Hennepin
State of Minnesota

February 9, 2023

RESOLUTION NO. 2023-12

Motion By:
Seconded By:

A RESOLUTION CONDITIONALLY RESCINDING CERTAIN CONDITIONAL USE PERMITS

WHEREAS, Hope Ministries International, Inc., a Minnesota non-profit corporation (the "Seller") is the owner of certain real property within the City of Corcoran, described on the attached Exhibit A (the "Subject Property"); and

WHEREAS, Seller and City of Corcoran (the "City") have obtained approval to replat the Subject Property into Hope Place Second Addition and Seller intends to sell a newly created parcel within that plat and described in Exhibit B (the "City Parcel") to the City; and

WHEREAS, the City Council previously approved and authorized execution of a Purchase Agreement and a First Amendment to the same between the City of Corcoran and Seller, contemplating terms of sale of the City Parcel. Said Purchase Agreement and the First Amendment have been fully executed by both parties; and

WHEREAS, a review of title to the Subject Property has revealed the existence of two conditional use permits, which have been approved by the City as follows:

Resolution 1989-57 – "A Resolution Approving the Issuance of a Conditional Use Permit to Clarence Oswald for a Land Alteration Permit to Facilitate the Excavation and Placement of Approximately 45,000 CU.YDS. of Fill from CO.RD. 30 Improvement Project at 19330 CO.RD 30"

and

Resolution 2012-11 – "A Resolution Approving a Site Plan Amendment and Conditional Use Permit for Hope Ministries International, Inc. for a New Cemetery at 19951 Oswald Farm Road (PID 11-119-23-14-0004)"

(collectively the "Subject Property CUPs")

and;

WHEREAS, the City desires to terminate any use entitlements created on the City Parcel by the Subject Property CUPs; and

WHEREAS, the City, upon the closing of the purchase of the City Parcel, desires to rescind the Subject Property CUPs exclusively as to their effect on the City Parcel. The Subject Property CUPs shall remain in force as to the remainder of the Subject Property.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Corcoran hereby conditionally rescinds the above-described Subject Property CUPs exclusively as to their effect on the City Parcel. Upon closing on the City's purchase of the City Parcel and recording of the Second Addition plat and the deed facilitating the transaction, the City hereby rescinds the effect of and any entitlements created by the Subject Property CUPs, exclusively as to the City Parcel. The Subject Property CUPs shall otherwise remain in full force and effect.

DRAFT

City of Corcoran
County of Hennepin
State of Minnesota

February 9, 2023

RESOLUTION NO. 2023-12

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 9th day of February 2023.

_____
Tom McKee – Mayor

ATTEST:

_____
Michelle Friedrich – City Clerk

City Seal

DRAFT

City of Corcoran
County of Hennepin
State of Minnesota

February 9, 2023

RESOLUTION NO. 2023-12

EXHIBIT A

The "Subject Property"

Lot 1, Block 2, Hope Place, Hennepin County, according to the recorded plat thereof

DRAFT

City of Corcoran
County of Hennepin
State of Minnesota

February 9, 2023

RESOLUTION NO. 2023-12

EXHIBIT B

The "City Parcel"

Lot 2, Block 1, Hope Place Second Addition, Hennepin County, according to the recorded plat thereof.

DRAFT

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF PAGES

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

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

APPLICATION NO: 00010
PERIOD TO: 5/24/2022
PROJECT NOS.: 20-001

Distribution to:
- ☐ OWNER
- ☐ ARCHITECT
- ☐ CONTRACTOR
- ☐
- ☐

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

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

CONTRACT DATE: 8/27/2020

CONTRACT FOR: General Contractor/Construction Manager

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	$396,500.00
2. Net change by Change Orders	$60,912.47
3. CONTRACT SUM TO DATE (Line 1 ±2)	$457,412.47
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	$457,412.47
5. RETAINAGE:	
a. 0 % of Completed Work (Columns D + E on G703)	$0.00
b. 0 % of Stored Material (Columns F on G703)	$0.00
Total Retainage (Line 5a + 5b or Total in Columns I on G703)	$0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$457,412.47
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$434,541.85
8. CURRENT PAYMENT DUE	$22,870.62
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$60,912.47	$0.00
Total approved this Month	$0.00	$0.00
TOTALS	$60,912.47	$0.00
NET CHANGES by Change Order		$60,912.47

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

CONTRACTOR: Weber, Inc.

By: _____ Date: 05/24/2022

State of: Minnesota
County of: Ramsey
Subscribed and sworn to before me this 24th day of May, 2022

Notary Public: _____

My Commission expires: 01-31-2026

IVAN RICHARD WEISS JR
Notary Public-Minnesota
My Commission Expires Jan 31, 2026

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED $22,870.62

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

ARCHITECT: Wold Architects & Engineers

By: _____ Date: 1/24/2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

AIA DOCUMENT G702 • APPLICATION AND CERTIFICATE FOR PAYMENT • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • **WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.**
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CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO.: 00010
APPLICATION DATE:
PERIOD TO: 5/24/2022
ARCHITECT'S PROJECT NO.: 20-001

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED: FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED: THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
024119	Selective Demolition	$16,400.00	$16,400.00	$0.00	$0.00	$16,400.00	100.000	$0.00	$820.00
042000-L	Non-Bearing Unit Masonry - Labor	$4,300.00	$4,300.00	$0.00	$0.00	$4,300.00	100.000	$0.00	$215.00
042000-M	Non-Bearing Unit Masonry - Mate	$700.00	$700.00	$0.00	$0.00	$700.00	100.000	$0.00	$35.00
055000-L	Metal Fabrications - Labor	$300.00	$300.00	$0.00	$0.00	$300.00	100.000	$0.00	$15.00
055000-M	Metal Fabrications - Material	$3,300.00	$3,300.00	$0.00	$0.00	$3,300.00	100.000	$0.00	$165.00
061000-L	Carpentry - Labor	$10,600.00	$10,600.00	$0.00	$0.00	$10,600.00	100.000	$0.00	$530.00
073113-L	Asphalt Shingles - Labor	$1,200.00	$1,200.00	$0.00	$0.00	$1,200.00	100.000	$0.00	$60.00
073113-M	Asphalt Shingles - Material	$250.00	$250.00	$0.00	$0.00	$250.00	100.000	$0.00	$12.50
079200-L	Sealants - Labor	$300.00	$300.00	$0.00	$0.00	$300.00	100.000	$0.00	$15.00
079200-M	Sealants - Material	$100.00	$100.00	$0.00	$0.00	$100.00	100.000	$0.00	$5.00
081000-M	Steel Doors & Frames - Material	$7,863.00	$7,863.00	$0.00	$0.00	$7,863.00	100.000	$0.00	$393.15
081400-M	Wood Doors - Material	$5,995.00	$5,995.00	$0.00	$0.00	$5,995.00	100.000	$0.00	$299.75
087100-M	Finish Hardware - Material	$28,102.00	$28,102.00	$0.00	$0.00	$28,102.00	100.000	$0.00	$1,405.10
088000-L	Glazing - Labor	$4,689.00	$4,689.00	$0.00	$0.00	$4,689.00	100.000	$0.00	$234.45
088000-M	Glazing - Material	$5,886.00	$5,886.00	$0.00	$0.00	$5,886.00	100.000	$0.00	$294.30
089100-L	Louvers - Labor	$300.00	$300.00	$0.00	$0.00	$300.00	100.000	$0.00	$15.00
089100-M	Louvers - Material	$640.00	$640.00	$0.00	$0.00	$640.00	100.000	$0.00	$32.00
092116-L	Gypsum Board - Labor	$17,850.00	$17,850.00	$0.00	$0.00	$17,850.00	100.000	$0.00	$892.50
092116-M	Gypsum Board - Material	$7,650.00	$7,650.00	$0.00	$0.00	$7,650.00	100.000	$0.00	$382.50
093000-L	Tile - Labor	$5,430.00	$5,430.00	$0.00	$0.00	$5,430.00	100.000	$0.00	$271.50
093000-M	Tile - Material	$3,570.00	$3,570.00	$0.00	$0.00	$3,570.00	100.000	$0.00	$178.50
095100-L	Acoustical Ceiling - Labor	$2,100.00	$2,100.00	$0.00	$0.00	$2,100.00	100.000	$0.00	$105.00
095100-M	Acoustical Ceiling - Material	$5,058.00	$5,058.00	$0.00	$0.00	$5,058.00	100.000	$0.00	$252.90
096000-L	Soft Flooring - Labor	$9,000.00	$9,000.00	$0.00	$0.00	$9,000.00	100.000	$0.00	$450.00
096000-M	Soft Flooring - Material	$34,100.00	$34,100.00	$0.00	$0.00	$34,100.00	100.000	$0.00	$1,705.00
099100-L	Painting - Labor	$8,370.00	$8,370.00	$0.00	$0.00	$8,370.00	100.000	$0.00	$418.50
099100-M	Painting - Material	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.000	$0.00	$100.00
101100-M	Visual Display Boards - Material	$1,645.00	$1,645.00	$0.00	$0.00	$1,645.00	100.000	$0.00	$82.25
101413-L	Dimensional Characters - Labor	$225.00	$225.00	$0.00	$0.00	$225.00	100.000	$0.00	$11.25
101413-M	Dimensional Characters - Material	$560.00	$560.00	$0.00	$0.00	$560.00	100.000	$0.00	$28.00
102113-M	Solid Plastic Toilet Partitions - Mate	$4,038.00	$4,038.00	$0.00	$0.00	$4,038.00	100.000	$0.00	$201.90
102813-M	Toilet Accessories - Material	$1,458.00	$1,458.00	$0.00	$0.00	$1,458.00	100.000	$0.00	$72.90
123000-L	Cabinets & Solid Surfaces-Labor	$2,160.00	$2,160.00	$0.00	$0.00	$2,160.00	100.000	$0.00	$108.00
123000-M	Cabinets & Solid Surfaces-Material	$7,863.00	$7,863.00	$0.00	$0.00	$7,863.00	100.000	$0.00	$393.15

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CONTINUATION SHEET

AIA DOCUMENT G703

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

APPLICATION NO.: 00010
APPLICATION DATE:
PERIOD TO: 5/24/2022
ARCHITECT'S PROJECT NO.: 20-001

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G÷C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
220000-L	Plumbing - Labor	$6,800.00	$6,800.00	$0.00	$0.00	$6,800.00	100.000	$0.00	$340.00
220000-M	Plumbing - Material	$6,900.00	$6,900.00	$0.00	$0.00	$6,900.00	100.000	$0.00	$345.00
230000-C	Controls	$1,400.00	$1,400.00	$0.00	$0.00	$1,400.00	100.000	$0.00	$70.00
230000-L	HVAC - Labor	$18,700.00	$18,700.00	$0.00	$0.00	$18,700.00	100.000	$0.00	$935.00
230000-M	HVAC - Material	$17,200.00	$17,200.00	$0.00	$0.00	$17,200.00	100.000	$0.00	$860.00
230000-T	Test & Balance	$4,800.00	$4,800.00	$0.00	$0.00	$4,800.00	100.000	$0.00	$240.00
260000-L	Electrical - Labor	$25,000.00	$25,000.00	$0.00	$0.00	$25,000.00	100.000	$0.00	$1,250.00
260000-M	Electrical - Material	$43,500.00	$43,500.00	$0.00	$0.00	$43,500.00	100.000	$0.00	$2,175.00
270000-L	Communications - Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.000	$0.00	$100.00
270000-M	Communications	$3,000.00	$3,000.00	$0.00	$0.00	$3,000.00	100.000	$0.00	$150.00
280000-L	Electrical Safety & Security - Labor	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.000	$0.00	$100.00
280000-M	Electrical Safety & Security - Materi	$2,000.00	$2,000.00	$0.00	$0.00	$2,000.00	100.000	$0.00	$100.00
350000	General Conditions	$28,534.00	$28,534.00	$0.00	$0.00	$28,534.00	100.000	$0.00	$1,426.70
350001	Bond Costs	$4,400.00	$4,400.00	$0.00	$0.00	$4,400.00	100.000	$0.00	$220.00
350002	Insurance Costs	$2,474.00	$2,474.00	$0.00	$0.00	$2,474.00	100.000	$0.00	$123.70
350003	Contractors Fee	$23,790.00	$23,790.00	$0.00	$0.00	$23,790.00	100.000	$0.00	$1,189.50
C00001	CHANGE ORDER NO. 001	$9,095.03	$9,095.03	$0.00	$0.00	$9,095.03	100.000	$0.00	$454.75
C00002	CHANGE ORDER NO. 002	$2,688.53	$2,688.53	$0.00	$0.00	$2,688.53	100.000	$0.00	$134.43
C00003	CHANGE ORDER NO. 003	$2,620.28	$2,620.28	$0.00	$0.00	$2,620.28	100.000	$0.00	$131.01
C00004	CHANGE ORDER NO. 004	$10,351.95	$10,351.95	$0.00	$0.00	$10,351.95	100.000	$0.00	$517.60
C00005	CHANGE ORDER NO. 005	$10,397.25	$10,397.25	$0.00	$0.00	$10,397.25	100.000	$0.00	$519.86
C00006	CHANGE ORDER NO. 006	$10,387.70	$10,387.70	$0.00	$0.00	$10,387.70	100.000	$0.00	$519.39
C00007	CHANGE ORDER NO. 007	$4,514.73	$4,514.73	$0.00	$0.00	$4,514.73	100.000	$0.00	$225.74
C00008	CHANGE ORDER NO. 008	$10,857.00	$10,857.00	$0.00	$0.00	$10,857.00	100.000	$0.00	$542.85
		$457,412.47	$457,412.47	$0.00	$0.00	$457,412.47	100.00%	$0.00	$22,870.63

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Agenda Item: 7i.

City of Corcoran
County of Hennepin
State of Minnesota

February 9, 2023

RESOLUTION NO. 2023-13

Motion By:
Seconded By:

A RESOLUTION SUPPORTING CORRIDORS OF COMMERCE FUNDING REQUEST TO RESURFACE HIGHWAY 55 FROM CR 118 TO CR 19, WITH TWO-LANE TO FOUR-LANE EXPANSION

WHEREAS, the Minnesota Legislature has approved $200 million or more in Trunk Highway bond funds for the 2022-2023 Corridors of Commerce program (COC); and

WHEREAS, resurfacing Trunk Highway (TH) 55 from County Road (CR) 118 TO CR 19, with two-lane to four-lane expansion is eligible for funding in the fiscal year 2022 COC program; and

WHEREAS, the Highway 55 Corridor Coalition, in partnership with coalition membership, is requesting $43 million in funding for reconstruction of TH 55 from a two-lane undivided to a four-lane divided roadway and access consolidation in Hennepin County from Arrowhead Drive in the City of Medina to CR 19 north of Loretto; and

WHEREAS, TH 55 provides for safe and efficient movement of goods, services, and people between Hennepin and Wright counties as well as communities and industries across northwestern Minnesota.; and

WHEREAS, the City of Corcoran confirms its support for the Highway 55 Corridor Coalition's request for $43 million in 2022 Corridors of Commerce program funding to resurface TH 55 from CR 118 to CR 19 with expansion from a two to a four-lane highway; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Corcoran does hereby support a Highway 55 Corridor Coalition funding request through the Minnesota Department of Transportation's 2022-2023 Corridors of Commerce program for construction, right-of-way, and engineering services necessary to resurface TH 55 from CR 118 to CR 19 with two-lane to four-lane expansion.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Bottema, Jon**	☐ **Bottema, Jon**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Schultz, Alan**	☐ **Schultz, Alan**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 9th day of February, 2023.

_____
Tom McKee – Mayor

ATTEST:

_____
Michelle Friedrich – City Clerk

City Seal

STAFF REPORT **Agenda Item: 9a.**

Council Meeting: February 9, 2023	**Prepared By :** Jessica Beise
Topic : RFP – History and Discussion of Schedule	**Action Required:** Approval

Summary:

In December of 2022, staff was directed to reintroduce information to Council regarding City Consultant Requests For Proposals (RFP). In reviewing City Council agenda history and city files, it appears 2009 was the last time a full RFP process was conducted for City Consultants.

In past discussions with the Council, there has been discussion of conducting RFPs on a regular schedule. Council should provide feedback to staff on the following:

Which consultant services should be sent for RFP?
How often should RFPs be completed?
Is the City interested in completing an RFP in 2023?
If so, which service should be considered first?

Financial/Budget:

Staff time and Council time would be expended on the process. No additional expenses are anticipated.

Options:

1. Provide feedback to staff and determine if an RFP should be solicited for 2023.

Recommendation

Provide feedback to staff and determine if an RFP should be solicited for 2023.

Council Action:

Provide feedback to staff and determine if an RFP should be solicited for 2023.

Attachments:

N/A

STAFF REPORT **Agenda Item: 9b.**

Council Meeting: February 9, 2023	**Prepared By:** Jessica Beise
Topic: 2023 Core Strategies and Short-Term Goals	**Action Required:** Approval

Summary:

The City Council held a work session on January 23, 2023, to review and update the City's mission, vision, values, core strategies, short-term goals. The next step for the Council is to provide final edits and adopt final versions of those items, including measurables.

Attached to this report is a recap from the facilitator. It is requested Council provide final feedback.

Staff will be proposing action steps or measurables related to each goal for adoption on February 23, 2023.

Financial/Budget:

Action steps for some items will have a financial impact and will be reviewed as they come to the Council for consideration. Several of the items are planning in nature without additional costs in 2023. Staff will incorporate items into the draft of the 2024 budget.

Options:

1. Provided final details and adopt the core strategies and short-term goals for 2023.
2. Send back to staff for further review.

Recommendation:

Provided final details and adopt the core strategies and short-term goals for 2023.

Council Action:

Provided final details and adopt the core strategies and short-term goals for 2023.

Attachments:

1. Corcoran Strategic Plan Recap

City of Corcoran

2023 Strategic Planning and Goal Setting Report

PROCESS

On January 23, 2023, the Corcoran City Council and Staff Leadership Team convened its annual goal setting and strategic planning session to review progress on previous goals and establish new targets for the organization in 2023.

The process built upon the strategic planning foundations established in previous years and focused primarily on examining the present status of the City and organization to develop a workplan for Council and staff consistent with the Vision and Long-Term Core Strategies. The participants engaged in discussion around a series of questions to examine the areas of strength and weakness, along with potential impacts and opportunities on the horizon. This report will reaffirm the Vision, Long-Term Core Strategies, Mission and Values established in previous strategic planning processes and recap the goals as outlined for 2023.

The City Council will now consider the results of the session through the process of adopting its 2023 Strategic Plan. This report contains a summary of the session and outlines the outcomes in the form of a work plan to guide the City moving forward.

VISION

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

With continuity amongst the City Council and Leadership Team, the 2023 session did not focus on modifications to the Vision Statement. The group accepted the previous work and maintained its long-term direction as previously developed.

Corcoran Vision Statement

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

CORE STRATEGIES AND STRATEGIC OBJECTIVES

The core strategies are action statements that identify the organization and City's long-term key areas of focus. The strategies provide consistent and stable organizational priorities for the years to come, and serve as organizational guideposts for day-to-day action, policy formation, and program decision-making. It is anticipated that the core strategies may be modified over the long-term, but generally all agreed as to the key priorities of the leadership team.

The core strategies are supported in this plan by strategic objectives. These objectives provide more specific action areas that the City's leadership team believes are integral to achieving success with the core strategies. Each objective addresses an internal or external area of action or improvement. The strategic objectives, combined with the core strategies, provide direction for all areas of leadership.

Like the Vision Statement, the core strategies and strategic objectives listed below are a product of previous strategic planning efforts. The five strategies speak to core statements of philosophy - first and foremost that the identity of the community is important. In terms of government actions, the focus is established around the core of safety, amenities, and excellence in providing core services. Additionally, the City will approach development to be responsive to business needs and seek high quality, market-driven growth.

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

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

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

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

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

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

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

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

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

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

Mission and Values

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

Corcoran Mission Statement

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

Values

Supporting the Mission of the City, previous strategic planning sessions resulted in the development and adoption of organizational values statements. These statements are adopted values that affirm the manner in which the City expects to perform.

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

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

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

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

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

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

Adaptable and Proactive Leadership
We believe that an open, honest, and proactive community is essential for an informed and involved citizenry. Processes and decision-making should be adaptable and proactive when dealing with citizens.

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

Short-Term Goals

The primary focus of the 2023 goal setting session was to develop a short-term goals platform and workplan to guide the organization in the coming year. Participants were offered the opportunity to present draft goals that addressed any of the following objectives - previous goals that had yet to be fully accomplished, goals to address weaknesses, opportunities, or potential impacts discussed during the assessment process, or other goals that individual members viewed to be important for the City. The process encouraged the brainstorming of SMART goals - specific, measurable, attainable, relevant, and time-bound (1-3 years) - and objectives that would support the core strategies and vision.

Following the brainstorming process, a prioritization process was used to develop the following list of high priority and priority goals. Participants were given the ability to choose a limited number of brainstormed goals as their top

priorities. As each participant's choices were collected, the draft goals were bunched into three categories. The categories and prioritization followed these guidelines:

- High Priority Goals - goals that were identified by a majority of the Council as top priority and also received support from City Staff.
- Priority Goals - goals that fell short of a Council majority but were identified as a top priority by at least one member of the Council and multiple members participating in the session or two or more staff members.
- Other Goals - goals that did not have an initial priority ranking by more than one member. (Included as an appendix to the report.)

Proposed 2023 Short-Term Goals

High Priority

1. Evaluate road designations and pedestrian crossings/crosswalk standards to ensure pedestrian safety
2. Review zoning around commercial and industrial, consider types of land uses, buffers, impacts
3. Deploy automatic license plate readers for use by Police/Public Safety
4. Accelerate planning and action for fire, rescue, and first responder services
5. Develop a new approach for creating park standards, design and more rapidly construct dedicated parks
6. Develop a trail maintenance plan
7. Align budget process with population growth + inflation
8. Finish the PUD project, end cookie-cutter developments
9. Identify/Plan City trail corridors, including off-road trail plan, more input/direction from Parks and Trails & Planning Commission

Priority

10. Develop an IT architectural roadmap, integrations city-wide and department wide, such as laserfiche, muni-code/city code, agenda parsing
11. Create a human resources road map, as we grow what positions are needed, retention program, contractual positions, management-level staff planning
12. Reduce density in Comprehensive Plan by increasing density in multiuse, track development density
13. Consider potential for bringing planning in-house
14. Evaluating resource need and availability for internal engineering capability
15. Expand, develop an asset and fleet management need system, lifecycle, replacement, work order/ticket system
16. Continue to evaluate public facilities and land planning program
17. Update Right-of-Way ordinance

NEXT STEPS

The next step in the goal setting process is to work within each of these short-term goals to develop action plans and the establishment of benchmarks to measure progress. One of the discussion items during the workshop involved the identification of measurables, or benchmarks, to effectively evaluate the City's accomplishment of each goal. Developing measurable outcomes for each goal will also help in the development of action plans to reach the desired outcome. The goals should then be revisited from time-to-time as an accountability measure for both the Council and staff.

Additionally, finding ways to integrate the goals into the organizational processes also helps to develop success. Building on the methods in which Corcoran has been successful in the past is recommended, along with exploring new methods

of keeping the goals on the forefront of the leadership team's efforts. It was an honor to assist your team in the process of establishing its Strategic Plan for the coming years.

Respectfully submitted,

Phil Kern
Facilitator

2022 Highest Priority Goals	No Progress	Some	Substan.	Accomplish
1. Facility/Land planning program for long-term development of infrastructure and amenities		7	1	
2. Complete Review of specific sections of the City Zoning Code		7		
3. Review Options for infrastructure revenue increases, including storm water utility fund		4	4	
4. Park Dedication/Park needs review and updates, including mapping of park property/Three Rivers		5	3	
5. Develop a long-term financial model, including future revenue, comp infrastructure, tax rate		3	5	
6. Review code enforcement policy and impacts on staffing/budget	1	4	3	
7. Consider current methods of communication and public involvement		3	4	

What is different today than a year ago
Continuity of the City Council, understanding each other
Better staffing position
Facing more complex issues, need to dig into things that were set in place
Greater access to state and federal projects, County level funding, state funding
Active, new population group
Better partnerships with neighboring cities, continuing to grow relationships
Evolution of the perception, reputation for consistency
Commercial/Industrial interest
Broke ground on St. Therese
New types of development can stress processes
Know how expensive water will be

What are the challenges you see coming that will impact . . .
More demand on growth
More demand on staff
Increased development yields more public input, more difficult conversations
Uncertainty - permits continue
Slow down in single-family homes
Large funding need for water and park(s)
Need to create a mechanism for funding parks
Roads! - Right-of-way ordinance, snowplowing in new developments as an example
Need for public safety pieces
Job market is tough to find people to meet staffing needs
Cost of fire services, proportional to property values instead of demand (subscriber vs. partner with others)
Expectations of new residents different from existing/more independent residents
Demand for different park and community amenities
Growth causing greater pushback on that growth
Connectedness with trails, expectation to be walkable
Phasing of the buildout - takes time from start to finish of new neighborhoods
Highway 610, impacts on CR 30
Reactive engagement, not proactive

Positive Momentum, what are the areas that Corcoran can build on?
High skill level and passion in the organization, staffing
Retention of employees
Interest in the community, can do what we want, demand is present and we steer
Continuity in vision and long-term direction
Population increase/demand in the metro overall, have land available here closer than others
Ability to preserve natural amenities, attract people to that with stability long-term
Revenue-neutral, don’t rely on other entities money, can say no when we want
Bucking the trend in public safety, still a very safe - safest! - community
Continue to build on financial planning, studying fees, tax rate, etc.
Have a lot of open space left, learning from previous projects
Tax base diversifying, continuing to grow - interest in commercial/industrial
Staff is creative to keep costs down where possible
Downtown implementation, starting of construction
Parks and trails, Diamond Lake Regional Trail and plan for City Park (need more momentum horse trails)

What trends or potential influences could impact Corcoran in the coming years?
THC/Cannabis law changes - impacts internally (employment) and externally
Housing policy - legislation regarding development
Diversification in population
Public safety/crime in metro area spillover
Political representation - State single-party, issues that will impact the community more than others
Economic issues - interest rates, inflation, regional/national/international impacts
Supply chain impacts
Finding employees - labor market availability
Pace of change (politically) - things moving through quickly
MS4 - watershed/water quality regulations
Country Daze / community events trending with growth, volunteer challenges
Community buy-in through engagement, active participants
Desire to create/define/build our identity
Interest in downtown area, building up the area and events
Broadband upgrades to underserved areas
Impact of water, expansion of water services
Housing trends in the market, rental market picking up / opportunity for condos
Keep momentum going on gained political influence

CC	S	Short-Term Goal
4	1	Evaluate road designations and pedestrian crossings/crosswalk standards to ensure pedestrian safety
4	1	Review zoning around commercial and industrial, consider types of land uses, buffers, impacts
4	1	Deploy automatic license plate readers for use by Police/Public Safety
3	4	Accelerate planning and action for fire, rescue, and first responder services
3	3	Develop a new approach for creating park standards, design and more rapidly construct dedicated parks
3	3	Develop a trail maintenance plan
3	1	Align budget process with population growth + inflation
3		Finish the PUD project, end cookie-cutter developments
3		Identify/Plan City trail corridors, including off-road trail plan, more input/direction from Parks and Trails & Planning Commission
2	4	Develop an IT architectural roadmap, integrations city-wide and department wide, such as laserfiche, muni-code/city code, agenda parsing
2	4	Create a human resources road map, as we grow what positions are needed, retention program, contractual positions, management-level staff planning
2		Reduce density in Comprehensive Plan by increasing density in multiuse, track development density
2		Consider potential for bringing planning in-house
2		Evaluating resource need and availability for internal engineering capability
	2	Expand, develop an asset and fleet management need system, lifecycle, replacement, work order/ticket system
	2	Continue to evaluate public facilities and land planning program
	2	Update Right-of-Way ordinance

CC	S	Short-Term Goal
1		Consider changes to public notice policy, increasing the distance for notice and sooner-than-prelim
1		Finish open space park near Ravinia Development
1		Reviewing policies, including RFP policy, for consistency, consistent and not contradictory language between emp groups
1		Take ownership of roads and trails sooner from new developments
	1	Updating underlying zoning districts
1		Establish a street light policy as we develop new neighborhoods
		Update the sign ordinance for community events
		Increase involvement and engagement of commercial and industrial land owners
		Research and pilot an electric squad car
		Incentivize bee lawns and drought tolerant plantings, conservation of water
		Verifying and ensuring consistency with our Comp Plan, planning
		Incentives for condos instead of rentals
		Creating a community engagement fund
		More specifics/identify property for future parks
		Designate Corcoran a food-focused innovation district
		Seek donations for park master plan or other identified parks goals
		Proactively plan future park amenities, develop long-term needs
		Explore parking requirements to create additional greenspace

STAFF REPORT **Agenda Item: 10a.**

Council Meeting: February 9, 2023	**Prepared By:** Jessica Beise/Kevin Mattson
Topic: Hackamore Road – Street Lighting	**Action Required:** Direction

Summary:

The City of Corcoran has been working closely with the City of Medina on the design of a street improvement project for Hackamore Road.

It is proposed to construct a bituminous trail along the north side of the road to improve pedestrian safety consistent with the city's comprehensive plan.

Staff has reviewed the proposed corridor improvements from a Public Safety perspective and identified the attached street/trail lighting plan. This plan is consistent with the city's current practice related to minimum spacing and crossing locations when new street and trail improvements are constructed.

Staff requests Council's direction for lighting on street and trail improvement projects that are constructed outside of newer developed areas to ensure the street light plan is consistent with the city's vision.

Financial/Budget:

The estimated cost for the proposed street lighting is $50,000 and the current monthly service costs are approximately $20-25 per light. The initial capital costs would be incorporated in the Hackamore Street Improvement plan. The on-going monthly service costs would likely be allocated from the General Fund.

Options:

1. Support the street lighting plan as presented.
2. Modify the street lighting plan.
3. Decline to add street lights along Hackamore Road.

Recommendation

The street lighting plan as presented is the city's policy along collector roads.

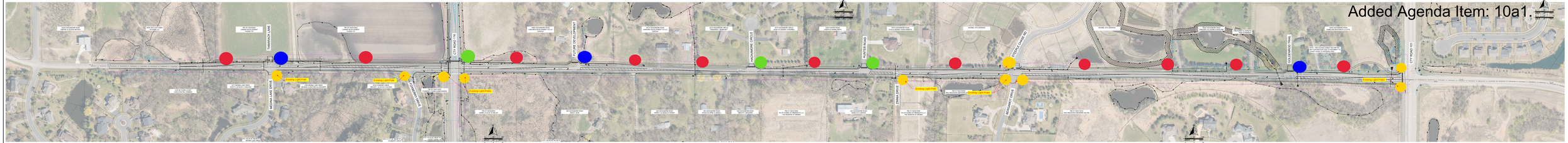
Council Action:

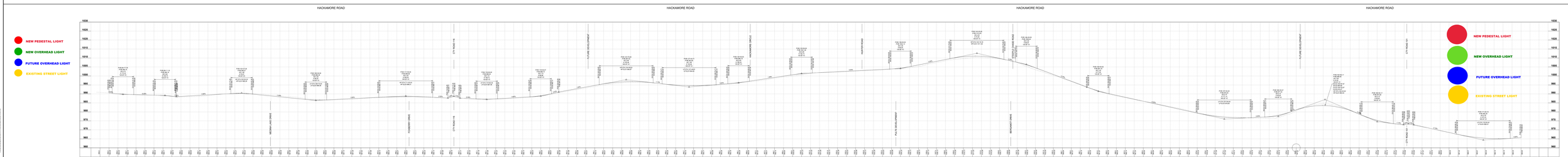
Direct staff to implement a street lighting plan for Hackamore Road.

Attachments:

Will be provided February 7, 2023.

Added Agenda Item: 10a1.





wsb

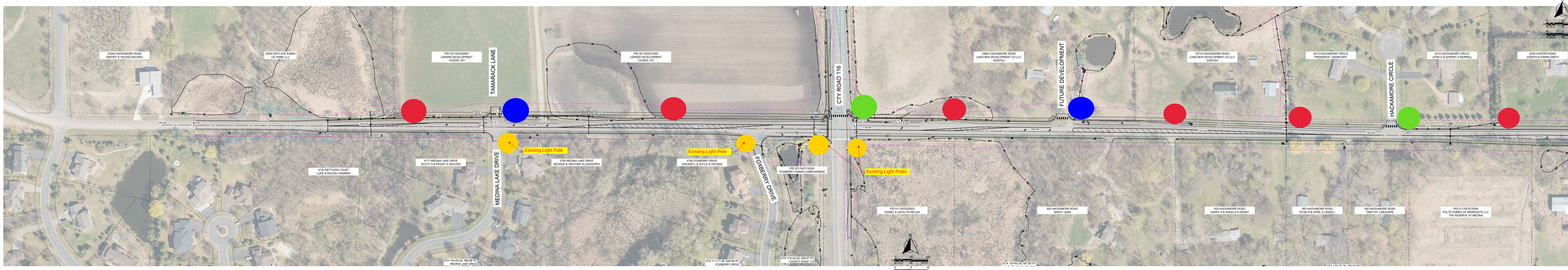
HACKAMORE ROAD IMPROVEMENT PROJECT

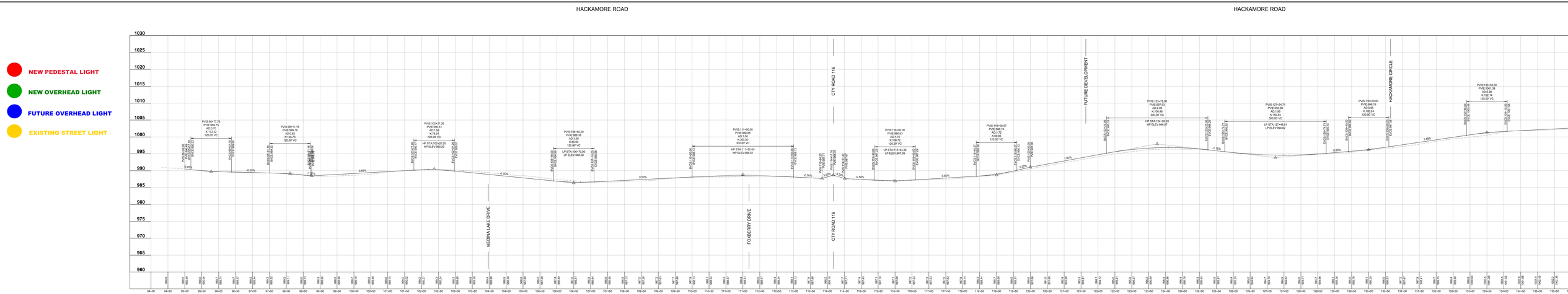
CITY OF CHICOGO
CITY OF MEDINA

7th DESIGN

HACKAMORE ROAD ROLL PLAN

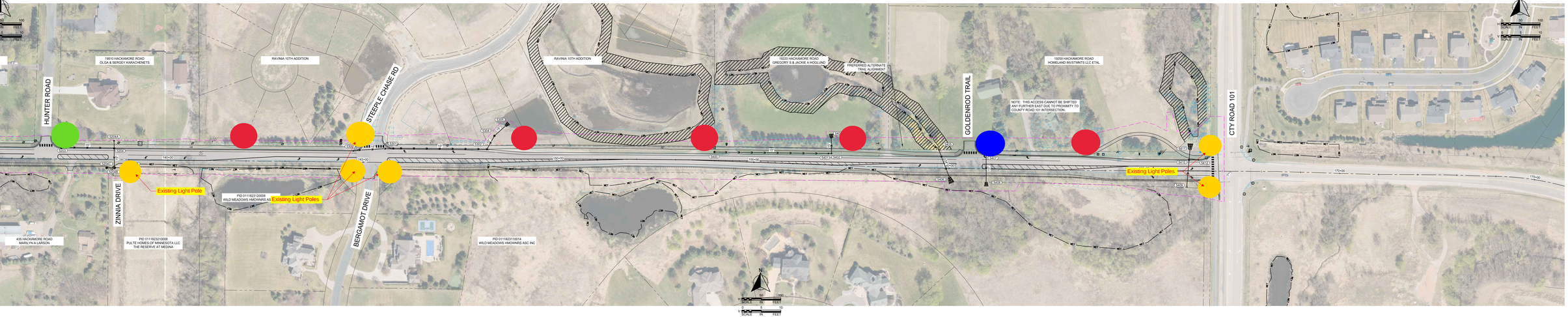
Added Agenda Item: 10a1-3





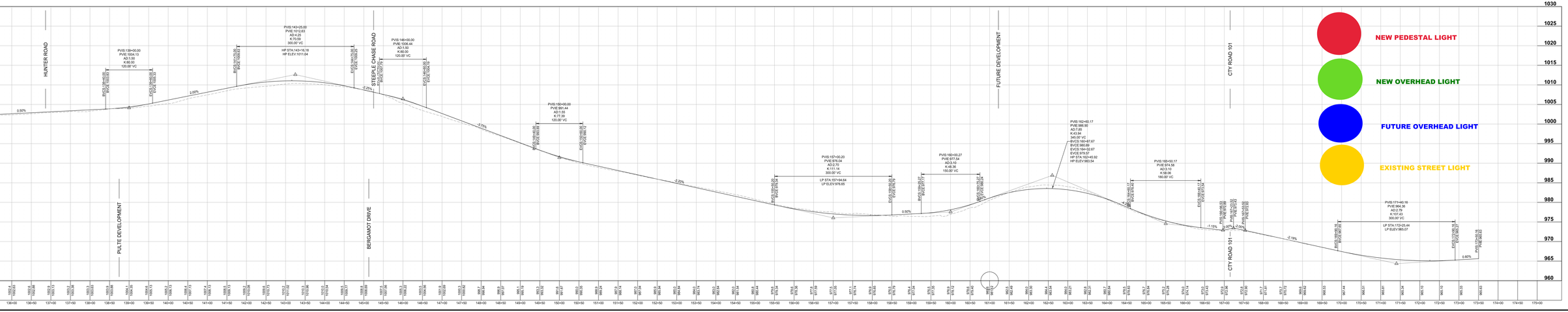
Added Agenda Item: 10a1-3.

Added Agenda Item 10a1.



HACKAMORE ROAD

HACKAMORE ROAD



wsb

WSB PROJECT NO.: R-015961-000

SCALE: AS SHOWN	DESIGN BY: GMD
PLAN BY: GMD	CHECK BY: JLS

REVISIONS

NO.	DATE	DESCRIPTION

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

75% DESIGN

DATE: _____ REGISTRATION NO. _____

HACKAMORE ROAD IMPROVEMENT PROJECT

CITY OF CORCORAN
CITY OF MEDINA

75% DESIGN

HACKAMORE ROAD ROLL PLAN

From: Jessica Beise
To: Michelle Friedrich
Subject: Fwd: Rodeo Weekend 2023 July 7th & 8th
Date: Wednesday, February 8, 2023 12:59:29 PM

Get Outlook for iOS

From: Stanchion Bar <stanchionbar@gmail.com>
Sent: Monday, January 30, 2023 2:23:11 PM
To: Jessica Beise <jbeise@corcoranmn.gov>
Subject: Rodeo Weekend 2023 July 7th & 8th

Hi Jessica,
I would like to be on the February 9th council meeting please, regarding July 7th and 8th Rodeo weekend logistics at The Stanchion. This year, I am interested in having a band on Friday night and Saturday night, compared to last year just having it on Saturday night. Each night, the band would start at 9:00pm. I would be asking the council if I could have the music play until 12:30am. The reasoning is, the Hamel rodeo does not wrap up until almost 10:00pm. With the cost of the bands, the circus tent, and manpower, this only makes sense to me. Last year, with the music shutting down at midnight everyone was trying to come into the bar. I want to try and avoid that this year. We would do last call at 12:20am, with the expectations of the bar closing at 1:00am. Uber drivers would be present again as last year. I spoke with the St. Thomas Church regarding parking, they are willing to work with me.

Last year, I hired two Corcoran Police Officers. It ran smoothly, it was safe for everyone involved. There were no charges, it was a successful event for the city of Corcoran.

I am in the process now of filling out the event request form from the Corcoran PD.

Sincerely,
Kristy Monnens

City of Corcoran
2023 City Council Schedule

Agenda Item: 13.

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

February 23, 2023 Work Session (Tentative)

- Draft Rental Ordinance

February 23, 2023

- 2023A Bond Sale
- Re-appoint Commissioners to Expired Commission Seats (Consent)
- Concept Sketch Plan
- Rescind CUP Resolution
- Hackamore Project Approve Plans / Authorize Bids
- Joint Powers Agreement – Hackamore Project
- Improvement and Assessment Hearings and Orders Project for Hackamore Project
- Accept Feasibility Study and Call the Improvement Hearing – Hackamore Road
- Cook Lake Highlands PUD Amendments
- Watershed Letter of Support (Consent)
- Accepting Sports Star Photography Donation (Consent)

March 9, 2023 Work Session (Tentative)

- Sidewalk Policy
- Award RFP for City Park (Tentative)

March 9, 2023

- Park Signs Plan
- Downtown Sewer and Water Connection
- Three Rivers Park District – Cooperative Agreement
- Firearms Ordinance Draft
- Planning Assistant – Transition PT 32 Hours and FT
- MS4 – Salt Storage Ordinance

March 23, 2023

- NW Trails Resolution of Support
- Placeholder to THC Regulations Follow Up
- Cook Lake Highlands – PUD Amendment (Tentative)

April 13, 2023

April 27, 2023

- Proclomation – National Public Service Week

DRAFT

May 11, 2023

- Proclomation – National Police Week

May 26, 2023

- Proclomation – National Public Works Week

June 8, 2023

-

June 22, 2023

-

July 13, 2023

-

July 27, 2023

- Supporting NW Trails DNR Funding – July 27, 2023

<u>Additional Future Meeting Items</u>

Host Special Charter Commission Meeting – March 21, 2023 at 5:30pm
Annual Charter Commission Meeting – September 13, 2023 at 5:30pm