



CITY OF CORCORAN
Corcoran City Council Agenda
February 23, 2023 - 7:00 pm

HYBRID MEETING OPTION AVAILABLE
The public is invited to attend the regular Council meetings at City Hall.

Meeting Via Telephone/Other Electronic Means

Call-in Instructions:

+1 312 626 6799 US

Enter Meeting ID: 814 8381 7127

Press *9 to speak during the Public Comment

Sections in the meeting.

Video Link and Instructions:

<https://us02web.zoom.us/j/81483817127>

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

Meeting ID: 814 8381 7127

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. Resolution 2023-16 Honoring Parks and Trails Commissioner Sharon Meister*
 - b. Resolution 2023-17 Honoring Planning Commissioner Jim Shoulak*
7. **Consent Agenda**
 - a. 2023-01-26 Draft Council Work Session Minutes*
 - b. 2023-01-26 Draft Council Minutes*
 - c. Financial Claims*
 - d. Temporary Liquor License – Lions Park June 2-4, 2023*
 - e. Schedule Work Session March 9, 2023 – Pedestrian Crossing Policy*
 - f. Accepting Commission Resignations and Appointment Process*
 - g. Resolution 2023-14 Accepting Donation – Sports Star Photography*
8. **Planning Business – Public Comment Opportunity**
 - a. Concept Sketch Plan – Kariniemi*
 - b. Concept Sketch Plan – Amira Village*
 - c. Transition Buffer Ordinance Discussion*
9. **Unfinished Business – Public Comment Opportunity**
 - a. Mandatory Sewer and Water Connections and Request for Extension*
 - b. Horseshoe Bend Feasibility Study*
 - c. 2023 Capital Improvement Plan Purchase – Trail Maintenance Equipment*
10. **New Business – Public Comment Opportunity**
 - a. Financial Assistance – Tax Abatement and TIF*
 - b. Charitable Gambling Fund – Table and Chair Purchase*
 - c. Police Department Recruitment and Retention*
 - d. Cropland Weed Control*
 - e. Park and Trails Commission Annual Appointments*
 - f. Charter Commission Annual Appointments*
11. **Staff Reports**
 - a. Planning Project Update*
12. **2023 City Council Schedule***
13. **Adjournment**

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

STAFF REPORT

Agenda Item: 4.

Council Meeting: February 23, 2023	Prepared By: Michelle Friedrich
Topic: Commission Representatives	Action Required: None – Informational

Summary:

The advisory commission representatives for the February 23, 2023, Council meeting are as follows:

- Planning Commission: Jay Van Den Einde
- Parks and Trails Commission: Val Nybo

Financial/Budget:

N/A

Council Action:

N/A

Attachments:

N/A

RESOLUTION NO. 2023-16

Motion By:
Seconded By:

A RESOLUTION HONORING OUTGOING COMMISSIONER SHARON MEISTER

WHEREAS, Sharon Meister was appointed as a Parks and Trails Commissioner for an initial term from January 1, 2014 to December 31, 2016; and

WHEREAS, Sharon Meister was successfully re-appointed to two additional terms from January 1, 2017 to February 28, 2023, which included one year as Vice-chair and three years as Chair of the Parks and Trails Commission; and

WHEREAS, during her tenure on the Parks and Trails Commission, Sharon assisted in reviewing various development plans, took part in planning the future park system within the City as a whole, implemented a pollinator garden in the City Hall Memorial Garden, assisted in improvements to the City Hall Memorial Garden, and reviewed the parks budget and staffing plan; and

WHEREAS, Sharon Meister has elected to end her service on the Parks and Trails Commission as her term expires on February 28, 2023; and

WHEREAS, the City of Corcoran recognizes the time, energy, dedication, and leadership provided by Sharon Meister.

NOW, THEREFORE BE IT RESOLVED, by the City of Corcoran, that the City Council hereby honors Sharon Meister for her distinguished service to the City of Corcoran and residents of the City.

VOTING AYE

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

VOTING NAY

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

Whereupon, said Resolution is hereby declared adopted on this 23rd day of February, 2023.

Tom McKee -- Mayor

ATTEST:

City Seal

Michelle Friedrich – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

RESOLUTION NO. 2023-17

Motion By:
Seconded By:

A RESOLUTION HONORING OUTGOING COMMISSIONER JIM SHOULAK

WHEREAS, Jim Shoulak was appointed as a Planning Commissioner for a term from December 13, 2018 to February 28, 2020; and

WHEREAS, Jim Shoulak was successfully re-appointed to one additional term from March 1, 2020 to February 28, 2023; and has provided valuable service on the Planning Commission for the City of Corcoran and has elected to end his service following the expiration of February 28, 2023.

WHEREAS, during his tenure on the Planning Commission, Jim assisted in reviewing dozens of land use applications, assisted in ordinance updates, northeast district design guidelines, development rights program, open space & preservation, and park dedication; and

WHEREAS, the City of Corcoran recognizes the time, energy, dedication, and leadership provided by Jim Shoulak.

NOW, THEREFORE BE IT RESOLVED, that the City Council of Corcoran hereby honors Jim Shoulak for his distinguished service on the Planning Commission for the City of Corcoran.

VOTING AYE

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

VOTING NAY

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

Whereupon, said Resolution is hereby declared adopted on this 23rd day of February, 2023.

Tom McKee -- Mayor

ATTEST:

City Seal

Michelle Friedrich – City Clerk

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

Council Meeting: February 23, 2023	Prepared By: Michelle Friedrich
Topic: Draft Council Work Session Minutes – January 26, 2023	Action Required: Informational

Summary:

The draft Minutes of the Council Work Session from January 26, 2023, will be provided separately to Councilmembers via email and will be placed in the City Hall Agenda Packet and on the website when available. The anticipated date is Tuesday, February 21, 2023.

STAFF REPORT

Agenda Item: 7b.

Council Meeting: January 26, 2023	Prepared By: Michelle Friedrich
Topic: Draft Council Minutes – January 26, 2023	Action Required: Informational

Summary:

The draft Minutes for the Council Meeting for January 26, 2023, will be provided separately to Councilmembers via email and will be placed in the City Hall Agenda Packet and on the website when available. The anticipated date is Tuesday, February 21, 2023.

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		\$558,048.51
(See attached Check Detail Registers)		
Total Checks	\$	558,048.51
Total of Auto Deductions	\$	164,227.88
 TOTAL EXPENDITURES FOR APPROVAL	 \$	 722,276.39

Date	Paid to	Amount	Description
2/8/2023	RevTrak	\$ 409.43	Credit Card Fee
2/8/2023	InvoiceCloud	\$ 1,125.85	Credit Card Fee
2/9/2023	ADP	\$ 124,183.08	Net Payroll and Taxes
2/13/2023	MN State - Empower	\$ 5,788.08	Employee Deferred Comp/Healthcare Savings
2/13/2023	MN PERA	\$ 24,679.57	Employee Pension
2/14/2023	Optum Bank	\$ 4,341.04	Employee HSA
2/16/2023	MN Dept of Revenue	\$ 326.04	Fuel Tax
2/16/2023	The Hartford	\$ 3,217.90	Jan/Feb Employee Disability Premium
1/16/2023	TinyURL	\$ 119.88	Website fee
1/27/2023	USPS	\$ 37.01	Newsletter Postage
Total		\$ 164,227.88	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33399 408-48009-50510	02/09/23	GARY MILLER AND/OR M. DIANE	TRAIL HAVEN BRIDGE REPLACEMENT - E	02092023	02/09/23	12,003.00	33399
			Total For Check 33399			12,003.00	
Check 33400 408-48009-50510	02/09/23	JONATHAN BOTTEMA AND ANGELA	TRAIL HAVEN BRIDGE REPLACEMENT - E	02/09/23	02/09/23	9,639.50	33400
			Total For Check 33400			9,639.50	
Check 33401 408-48009-50510	02/09/23	KAY A. MOORE	TRAIL HAVEN BRIDGE REPLACEMENT - E	02/09/2023	02/09/23	3,185.80	33401
			Total For Check 33401			3,185.80	
Check 33402 100-41400-50207	02/01/23	ST. CLOUD STATE UNIVERSITY	2023 ANNUAL CONFERENCE	2023	02/09/23	370.00	33402
			Total For Check 33402			370.00	
Check 33403 100-00000-22205	10/20/22	SARAH DEVORE	ESCROW REFUND - 6800 ROLLING HILLS	GR22-001	02/13/23	2,000.00	33403
			Total For Check 33403			2,000.00	
Check 33404 100-41500-50300	01/31/23	ABDO LLP	2022 AUDIT SERVICES	466899	02/23/23	8,000.00	33404
			Total For Check 33404			8,000.00	
Check 33405 100-45200-50210	01/31/23	ACME TOOLS	AVALANCHE - SNOW RAKE	10909034	02/23/23	104.99	33405
			Total For Check 33405			104.99	
Check 33406 100-41900-50200	02/12/23	AMAZON CAPITAL SERVICES	DESKTOP FILE ORGANIZER / CHAIR MAT	16JW-RV3X-PNNH	02/23/23	123.90	33406
100-41900-50200	02/10/23	AMAZON CAPITAL SERVICES	CLEANING WIPES / INDOOR THERMOMETE	16L3-PDNT-JLTW	02/23/23	35.57	33406
100-41920-50210	02/04/23	AMAZON CAPITAL SERVICES	DUAL MONITOR STAND - K. HUGHES	1PND-JW67-FVVF	02/23/23	99.98	33406
100-42100-50210	02/08/23	AMAZON CAPITAL SERVICES	LINAK - UP/DOWN ARROW - DESK CONTR	1HDT-PR3F-3CKD	02/23/23	42.30	33406
207-42100-50210	02/02/23	AMAZON CAPITAL SERVICES	30 FT INFLATABLE PROJECTOR SCREEN	1LNC-6N3V-7HHL	02/23/23	459.99	33406
207-42100-50210	02/12/23	AMAZON CAPITAL SERVICES	BLUETOOTH HEADSETS / PROJECTOR / PH	1DKC-WPRM-THW1	02/23/23	269.36	33406
207-42100-50210	02/12/23	AMAZON CAPITAL SERVICES	CABLE KIT / PATCH CABLES	1JW1-9WJG-PKKC	02/23/23	52.68	33406
			Total For Check 33406			1,083.78	
Check 33407 100-00000-22205	02/10/23	BLAIR C BROWN	ESCROW REFUND 22640 OAKDALE DR 22-	BP22-0013	02/23/23	731.00	33407
100-00000-22206	02/10/23	BLAIR C BROWN	ESCROW REFUND 22640 OAKDALE DR 22-	BCO22-0003	02/23/23	1,777.50	33407
			Total For Check 33407			2,508.50	
Check 33408 100-42100-50220	02/13/23	BOYER FORD TRUCKS INC	BRAKE SUPPLIES / ANTI-FREEZE	003P33773	02/23/23	467.04	33408
100-43100-50220	02/06/23	BOYER FORD TRUCKS INC	OIL ELEMENT & GASKET KITS	003P33481	02/23/23	150.24	33408
			Total For Check 33408			617.28	
Check 33409 100-00000-22205	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	716.75	33409
100-00000-22205-056	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	150.25	33409
100-00000-22205-058	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	145.00	33409
100-00000-22205-109	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	87.00	33409
100-41600-50300	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	3,513.50	33409
100-42100-50304	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	4,593.79	33409
601-49400-50304	01/30/23	CARSON, CLELLAND & SCHREDER	LEGAL SERVICES	3196	02/23/23	1,376.88	33409

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33409							
						Total For Check 33409	10,583.17
Check 33410							
100-43100-50380	02/01/23	CENTERPOINT ENERGY	PUBLIC WORKS GAS BILL 12/28/22-01/	9884559-7 01-23	02/23/23	1,779.69	33410
						Total For Check 33410	1,779.69
Check 33411							
100-41900-50380	02/14/23	CENTERPOINT ENERGY	GAS BILL 800014143-4	02072023	02/23/23	16.80	33411
100-45200-50380	02/14/23	CENTERPOINT ENERGY	GAS BILL 800014143-4	02072023	02/23/23	366.82	33411
						Total For Check 33411	383.62
Check 33412							
100-41900-50400	02/08/23	CINTAS - 470	BLACK MATS	4145926415	02/23/23	133.06	33412
100-42100-50400	02/08/23	CINTAS - 470	LARGE BLUE TOWELS	4145926463	02/23/23	55.12	33412
100-42100-50400	02/01/23	CINTAS - 470	LG BATH TOWEL BLUE	4145244963	02/23/23	16.20	33412
100-43100-50400	02/08/23	CINTAS - 470	CRT BLUE/CABINET	4145926446	02/23/23	87.81	33412
100-43100-50400	02/01/23	CINTAS - 470	GRAY MICROFIBER WIPES	4145244903	02/23/23	18.20	33412
100-43100-50400	02/01/23	CINTAS - 470	SM SHOP TOWELS / CRT BLUE	4145244992	02/23/23	132.52	33412
100-43100-50417	02/08/23	CINTAS - 470	UNIFORMS	4145926509	02/23/23	258.96	33412
100-43100-50417	02/01/23	CINTAS - 470	UNIFORMS	4145245073	02/23/23	194.17	33412
						Total For Check 33412	896.04
Check 33413							
100-43100-50400	12/30/22	CINTAS - 470	5 SHELF FULL FIRST AID CABINET/TRA	9206241138	02/23/23	909.90	33413
						Total For Check 33413	909.90
Check 33414							
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0024	BP22-0024	02/23/23	78.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0025	BP22-0025	02/23/23	19.50	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0025	BP22-0025-2	02/23/23	9.50	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0026	BP22-0026	02/23/23	55.50	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0026	BP22-0026-2	02/23/23	178.75	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0026	BP22-0026-3	02/23/23	16.25	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0026	BP22-0026-4	02/23/23	16.25	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0026	BP22-0026-5	02/23/23	16.25	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014	02/23/23	97.50	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-2	02/23/23	65.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-3	02/23/23	130.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-4	02/23/23	65.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-5	02/23/23	130.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-6	02/23/23	130.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-7	02/23/23	130.00	33414
100-00000-22205	02/10/23	CITY OF CORCORAN	CITY PLANNER TIME 22-0014	BP22-0014-8	02/23/23	97.50	33414
						Total For Check 33414	1,235.00
Check 33415							
100-41900-50321	02/05/23	COMCAST - 0023202	CITY HALL/POLICE INTERNET	02052023	02/23/23	139.18	33415
100-42100-50321	02/05/23	COMCAST - 0023202	CITY HALL/POLICE INTERNET	02052023	02/23/23	139.17	33415
						Total For Check 33415	278.35
Check 33416							
100-43100-50321	02/01/23	COMCAST - 930899035	INTERNET	165707057	02/23/23	301.69	33416
						Total For Check 33416	301.69

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33417							
100-43100-50321	02/05/23	COMCAST 0044893	PHONE SERVICE	02052023	02/23/23	225.28	33417
			Total For Check 33417			225.28	
Check 33418							
100-43125-50210	01/25/23	COMPASS MINERALS	SALT SUPPLIES	1123170	02/23/23	4,462.38	33418
			Total For Check 33418			4,462.38	
Check 33419							
100-41920-50300	02/08/23	COMPUTER INTEGRATION TECH	AGREEMENT BILLABLE TIME: CONTRACT	343678	02/23/23	1,890.00	33419
			Total For Check 33419			1,890.00	
Check 33420							
100-41900-50210	01/31/23	CULLIGAN BOTTLED WATER	PD OFFICE WATER	100X07597003	02/23/23	86.00	33420
100-41900-50210	01/31/23	CULLIGAN BOTTLED WATER	OFFICE WATER (JAN 2023)	114X89792200	02/23/23	149.04	33420
			Total For Check 33420			235.04	
Check 33421							
602-49450-50210	02/01/23	CUMMINS POWER LLC	HEATER COOLANT	E4-65129	02/23/23	181.50	33421
			Total For Check 33421			181.50	
Check 33422							
100-43100-50223	02/01/23	CUSTOM DOOR SALES INC	DOOR PARTS	0296980-IN	02/23/23	320.87	33422
			Total For Check 33422			320.87	
Check 33423							
100-42100-50430	12/31/21	DAYTON POLICE DEPARTMENT	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	11,585.91	33423
			Total For Check 33423			11,585.91	
Check 33424							
100-42100-50430	12/31/21	DEEPHAVEN POLICE DEPARTMENT	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	5,206.56	33424
			Total For Check 33424			5,206.56	
Check 33425							
100-42100-50207	02/06/23	ECKBERG LAMMERS, P.C.	FIELD TEACHING OFFICERS CERTIFICAT	A32405	02/23/23	1,298.00	33425
			Total For Check 33425			1,298.00	
Check 33426							
100-41900-50350	01/12/23	ECM PUBLISHERS INC	ORDINANCE 2022-476	928540	02/23/23	55.40	33426
100-41900-50350	01/12/23	ECM PUBLISHERS INC	JAN 26 PH TAX ABATEMENT	928541	02/23/23	316.60	33426
100-41900-50350	02/02/23	ECM PUBLISHERS INC	ORDINANCE NO. 2022-475	932074	02/23/23	91.23	33426
100-41900-50350	02/02/23	ECM PUBLISHERS INC	ORDINANCE NO. 2022-473	932075	02/23/23	95.20	33426
			Total For Check 33426			558.43	
Check 33427							
100-45200-50300	01/31/23	EMPLOYEE RELATIONS, INC.	BACKGROUND INVESTIGATION	94329	02/23/23	43.00	33427
			Total For Check 33427			43.00	
Check 33428							
601-49400-50227	02/03/23	FERGUSON WATERWORKS #2518	HORNS	0507531	02/23/23	982.60	33428
601-49400-50227	02/03/23	FERGUSON WATERWORKS #2518	WATER METERS	0507533	02/23/23	41,040.00	33428
601-49400-50227	02/06/23	FERGUSON WATERWORKS #2518	WATER METERS (3/4 MIP)	0507583	02/23/23	72.90	33428
601-49400-50227	02/07/23	FERGUSON WATERWORKS #2518	CREDIT - WATER METER (HORNS)	CM037859	02/23/23	(117.10)	33428
			Total For Check 33428			41,978.40	
Check 33429							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33429							
601-49400-50380	01/31/23	GOPHER STATE ONE CALL	JANUARY 2023 - SUPPORT SERVICES	3010315	02/23/23	30.38	33429
602-49450-50380	01/31/23	GOPHER STATE ONE CALL	JANUARY 2023 - SUPPORT SERVICES	3010315	02/23/23	30.37	33429
						60.75	
Total For Check 33429							
Check 33430							
100-41900-50200	02/14/23	GRAINGER	PAPER TOWEL ROLLS	9608653268	02/23/23	199.72	33430
						199.72	
Total For Check 33430							
Check 33431							
100-42100-50305	01/31/23	HENN CO SHERIFF	JAIL CHARGES DEC/2022-JAN/2023	1000198923	02/23/23	503.68	33431
						503.68	
Total For Check 33431							
Check 33432							
100-42100-50207	02/02/23	HENN CTY CHIEFS OF POLICE AS	2023 ANNUAL DUES	2023	02/23/23	360.00	33432
100-42100-50433	02/02/23	HENN CTY CHIEFS OF POLICE AS	2023 ANNUAL DUES	2023	02/23/23	280.00	33432
						640.00	
Total For Check 33432							
Check 33433							
100-42100-50323	02/01/23	HENNEPIN COUNTY ACCOUNTS REC	POLICE RADIO LEASE 01/2023	1000198530	02/23/23	1,622.12	33433
						1,622.12	
Total For Check 33433							
Check 33434							
100-43100-50323	02/02/23	HENNEPIN COUNTY ACCOUNTS REC	PUBLIC WORKS RADIO LEASE JAN 23	1000198597	02/23/23	323.88	33434
						323.88	
Total For Check 33434							
Check 33435							
100-42100-50403	02/01/23	HOLIDAY COMPANIES	JANUARY 2023 PD CAR WASH	003401022300	02/23/23	55.00	33435
						55.00	
Total For Check 33435							
Check 33436							
100-42100-50210	02/09/23	INTOXIMETERS	INTOXIMETER SUPPLIES / PARTS	SO-0235713	02/23/23	134.50	33436
205-42100-50210	02/06/23	INTOXIMETERS	INTOXIMETERS	725956	02/23/23	850.00	33436
						984.50	
Total For Check 33436							
Check 33437							
100-41900-50210	01/26/23	INTRADO INTERACTIVE SERVICES	WEBSITE SUPPORT & MAINTENANCE - YE	331469	02/23/23	1,750.00	33437
						1,750.00	
Total For Check 33437							
Check 33438							
100-41110-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	101.00	33438
100-41400-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	9,117.00	33438
100-41910-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	451.00	33438
100-42100-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	135,158.00	33438
100-43100-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	33,441.00	33438
100-45200-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	14,018.00	33438
601-49400-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	633.00	33438
602-49450-50365	02/06/23	LEAGUE OF MN CITIES INSUR.TR	WORKER'S COMPENSATION COVERAGE PRE 2023		02/23/23	481.00	33438
						193,400.00	
Total For Check 33438							
Check 33439							
100-00000-21710	02/13/23	LINDA CANTON	2023 FSA REIMBURSEMENT	02132023	02/23/23	116.34	33439
						116.34	
Total For Check 33439							
Check 33440							
100-42100-50220	02/03/23	LITHGOW AUTOMOTIVE	2018 FORD INTERCEPTOR REPAIRS (SQU	70948	02/23/23	88.11	33440

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33440							
100-42100-50403	02/03/23	LITHGOW AUTOMOTIVE	2018 FORD INTERCEPTOR REPAIRS (SQU	70948	02/23/23	209.09	33440
			Total For Check 33440			<u>297.20</u>	
Check 33441							
100-41600-50300	02/07/23	MADDEN, GALANTER, HANSEN LLP	LABOR RELATIONS SERVICES - LEGAL F	02072023	02/23/23	1,499.75	33441
			Total For Check 33441			<u>1,499.75</u>	
Check 33442							
100-42100-50210	02/05/23	MENARDS MAPLE GROVE	CLAMPS AND SCREWS	11859	02/23/23	3.07	33442
100-43100-50210	01/31/23	MENARDS MAPLE GROVE	CARPENTER PENCIL - C. BECHTOLD	11585	02/23/23	15.87	33442
100-43100-50210	02/01/23	MENARDS MAPLE GROVE	NUTS/WASHERS/SCREWS	11629	02/23/23	48.75	33442
100-43100-50210	01/31/23	MENARDS MAPLE GROVE	MACHINE SCREW AND LOCK NUT	11520	02/23/23	3.03	33442
			Total For Check 33442			<u>70.72</u>	
Check 33443							
100-42400-50300	01/30/23	METRO WEST INSPECTION SERVIC	PERMITS FINALED JANUARY 2023	3575	02/23/23	48,373.41	33443
			Total For Check 33443			<u>48,373.41</u>	
Check 33444							
602-49450-50312	01/09/23	METROPOLITAN COUNCIL ENVIRO	WASTE WATER SERVICES 02/2023	0001150220	02/23/23	17,081.40	33444
602-49450-50312	02/02/23	METROPOLITAN COUNCIL ENVIRO	WASTE WATER SERVICES 03/2023	0001151440	02/23/23	17,081.40	33444
			Total For Check 33444			<u>34,162.80</u>	
Check 33445							
602-00000-20800	01/31/23	METROPOLITAN COUNCIL	JANUARY 2023 SAC CHARGES	01312023	02/23/23	19,880.00	33445
602-00000-36200	01/31/23	METROPOLITAN COUNCIL	JANUARY 2023 SAC CHARGES	01312023	02/23/23	(198.80)	33445
			Total For Check 33445			<u>19,681.20</u>	
Check 33446							
100-42100-50207	02/01/23	MN CHIEFS OF POLICE ASSOC	ETI FULL CONFERENCE - C. ADDRESS	14207	02/23/23	525.00	33446
			Total For Check 33446			<u>525.00</u>	
Check 33447							
100-42100-50220	02/09/23	NAPA AUTO PARTS - Corcoran	VEHICLE BATTERY - SQUAD 562	455529	02/23/23	268.79	33447
100-42100-50220	02/09/23	NAPA AUTO PARTS - Corcoran	BATTERY CORE DEPOSIT CREDIT/REFUND	455583	02/23/23	(18.00)	33447
100-43100-50210	02/01/23	NAPA AUTO PARTS - Corcoran	ROCKER LED BLACK/BL, ROCKER LED BL	454166	02/23/23	34.36	33447
100-43100-50210	02/01/23	NAPA AUTO PARTS - Corcoran	PENETRANT OIL	454167	02/23/23	18.28	33447
100-43100-50220	02/06/23	NAPA AUTO PARTS - Corcoran	OIL FILTER (2)	454891	02/23/23	14.20	33447
100-43100-50220	02/03/23	NAPA AUTO PARTS - Corcoran	HOSE FITTINGS / P OUTLET	454623	02/23/23	84.72	33447
100-43100-50220	02/07/23	NAPA AUTO PARTS - Corcoran	DURANGO AIR FILTER	455058	02/23/23	14.29	33447
100-45200-50210	02/01/23	NAPA AUTO PARTS - Corcoran	PENETRANT OIL	454169	02/23/23	109.68	33447
			Total For Check 33447			<u>526.32</u>	
Check 33448							
100-00000-21710	02/13/23	NATALIE DAVIS MCKEOWN	DEPENDENT CARE REIMBURSEMENT	02132023	02/23/23	192.31	33448
			Total For Check 33448			<u>192.31</u>	
Check 33449							
100-42100-50300	01/31/23	NET TRANSCRIPTS INC	PD TRANSCRIPTS	NT14219	02/23/23	208.05	33449
			Total For Check 33449			<u>208.05</u>	
Check 33450							
100-41900-50300	02/09/23	NORTHLAND SECURITIES, INC.	TIF HOUSING DISTRICT	7478	02/23/23	1,050.00	33450
			Total For Check 33450			<u>1,050.00</u>	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33451							
100-43100-50220	11/18/22	NUSS TRUCK & EQUIPMENT	MACK TRUCK REPAIR	9101259.2	02/23/23	402.48	33451
			Total For Check 33451			402.48	
Check 33452							
100-42100-50430	12/31/21	ORONO POLICE DEPARTMENT	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	1,224.39	33452
			Total For Check 33452			1,224.39	
Check 33453							
100-41130-50350	02/14/23	POSTMASTER	SPRING/SUMMER 2023 NEWSLETTER	02-23-2023	02/23/23	2,000.00	33453
			Total For Check 33453			2,000.00	
Check 33454							
100-00000-21710	01/23/23	MIKE PRITCHARD	FSA REIMBURSEMENT	01232023	02/23/23	261.17	33454
			Total For Check 33454			261.17	
Check 33455							
100-42400-50300	01/30/23	PULTE HOMES	CANCELLED PERMIT #P22-00551 - 1957	01302023	02/23/23	12,644.17	33455
			Total For Check 33455			12,644.17	
Check 33456							
416-42100-50210	01/31/23	REAL TIME NETWORKS INC	KTA - 56 KEY, 8 CARD, 8 MODULE, 1X	K18934	02/23/23	11,615.12	33456
			Total For Check 33456			11,615.12	
Check 33457							
100-41900-50380	01/31/23	REPUBLIC SERVICES	CITY HALL GARBAGE JAN 2023	0894-006102250	02/23/23	413.73	33457
100-43100-50380	01/31/23	REPUBLIC SERVICES	PUBLIC WORKS GARBAGE JAN 2023	0894-006103145	02/23/23	334.07	33457
100-43201-50300	01/31/23	REPUBLIC SERVICES	CITY RECYCLING	0894-006099732	02/23/23	872.09	33457
100-45200-50380	01/31/23	REPUBLIC SERVICES	WILDFLOWER PARK GARBAGE FEB 2023	0894-006104399	02/23/23	114.90	33457
100-45200-50380	01/31/23	REPUBLIC SERVICES	CITY PARK GARBAGE FEB 2023	0894-006102085	02/23/23	391.66	33457
			Total For Check 33457			2,126.45	
Check 33458							
100-42100-50430	12/31/21	ROGERS POLICE DEPARTMENT	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	9,149.60	33458
			Total For Check 33458			9,149.60	
Check 33459							
100-42100-50200	01/10/23	ROGERS PRINTING	POLICE FORMS	62943	02/23/23	49.00	33459
100-42100-50200	01/10/23	ROGERS PRINTING	PRINTED/LAMINATED MAPS	62948	02/23/23	108.00	33459
100-42100-50200	02/06/23	ROGERS PRINTING	BUSINESS CARDS - A. BURNS	63084	02/23/23	94.50	33459
			Total For Check 33459			251.50	
Check 33460							
100-42100-50430	12/31/21	SOUTH LAKE MINNETONKA PD	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	10,706.72	33460
			Total For Check 33460			10,706.72	
Check 33461							
100-00000-22205	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	6,986.25	33461
100-00000-22205-047	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	270.00	33461
100-00000-22205-056	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	202.50	33461
100-00000-22205-076	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	202.50	33461
100-00000-22205-080	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	472.50	33461
100-00000-22205-087	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	270.00	33461
100-00000-22205-109	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	270.00	33461
100-00000-22205-129	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	293.25	33461
100-43170-50309	01/30/23	STANTEC CONSULTING SERVICES	PROFESSIONAL SERVICES	2035690	02/23/23	1,796.25	33461

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 02/10/2023 - 02/23/2023
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33461							
Total For Check 33461						10,763.25	
Check 33462							
100-42100-50207	01/27/23	STREICHER'S POLICE EQUIPMENT	12GA PROJECTILE / TARGETS	I1613616	02/23/23	206.24	33462
100-42100-50417	02/09/23	STREICHER'S POLICE EQUIPMENT	BALLISTIC HELMETS	I1616092	02/23/23	2,482.00	33462
100-42100-50417	02/06/23	STREICHER'S POLICE EQUIPMENT	BATON (P. EKENBERG)	I1615546	02/23/23	30.00	33462
100-42100-50417	02/03/23	STREICHER'S POLICE EQUIPMENT	POLICE EQUIPMENT (P. EKENBERG)	I1615127	02/23/23	1,431.00	33462
100-42100-50417	02/01/23	STREICHER'S POLICE EQUIPMENT	UNIFORMS (RAIN JACKET) - A. BURNS	I1614527	02/23/23	219.99	33462
Total For Check 33462						4,369.23	
Check 33463							
100-00000-21707	01/30/23	TEAMSTER LOCAL 320	PD UNION DUES FEB 2023	02012023	02/23/23	457.92	33463
Total For Check 33463						457.92	
Check 33464							
100-43100-50210	01/31/23	TERMINAL SUPPLY CO	FUSE HOLDER, CIRCUIT, WIRE	14555	02/23/23	145.55	33464
Total For Check 33464						145.55	
Check 33465							
100-42100-50417	02/01/23	TIDE CLEANERS	JANUARY 2023 - DRY CLEANING	01-2023	02/23/23	284.14	33465
Total For Check 33465						284.14	
Check 33466							
100-42100-50300	02/01/23	TRANSUNION RISK & ALTERNATIV	PD INVESTIGATIONS - JANUARY 2023	3609221-202301-	02/23/23	75.00	33466
Total For Check 33466						75.00	
Check 33467							
100-41410-50210	11/04/22	HY-VEE	2022 GENERAL ELECTIONS	2022	02/23/23	506.75	33467
100-41900-50210	02/09/23	CREDIT CARD PURCHASES	COUNCIL WATER	02092023	02/23/23	7.98	33467
100-41900-50210	02/07/23	CREDIT CARD PURCHASES	OTTER.AI - TRANSCRIBING SERVICE	02072023	02/23/23	99.99	33467
100-41900-50210	02/14/23	CREDIT CARD PURCHASES	WATER FOR CITY COUNCIL	02142023	02/23/23	3.49	33467
100-41910-50207	02/06/23	CREDIT CARD PURCHASES	SENSIBLE LAND USE COALITION - SEM	01913	02/23/23	58.00	33467
100-41920-50210	02/04/23	CREDIT CARD PURCHASES	QR CODE GENERATOR YEARLY SUBSCRIPT	QRCGPRO-964590	02/23/23	160.90	33467
100-42100-50207	02/08/23	CREDIT CARD PURCHASES	LODGING (MARCH 26-28, 2023) - C. A	3344149031	02/23/23	217.32	33467
100-42100-50207	02/08/23	CREDIT CARD PURCHASES	LODGING (MARCH 07-09, 2023) - C. A	3336256532	02/23/23	217.32	33467
100-42100-50207	02/04/23	CREDIT CARD PURCHASES	MN CHIEFS OF POLICE - ETI FULL CON	14215	02/23/23	525.00	33467
100-42100-50207	02/03/23	CREDIT CARD PURCHASES	MN BCA MISSING PERSONS/DEATH INV.	REBPR38851	02/23/23	277.02	33467
100-42100-50207	02/03/23	CREDIT CARD PURCHASES	MN BCA MISSING PERSONS/DEATH INV.	02032023	02/23/23	300.00	33467
100-42100-50207	01/20/23	CREDIT CARD PURCHASES	BCA LEADERSHIP DEVELOPMENT SUPERVI	01202023-ANDRES	02/23/23	1,500.00	33467
100-42100-50207	01/31/23	CREDIT CARD PURCHASES	MN BCA TAC TRAINING - A. FADDEN	01312023	02/23/23	25.00	33467
100-42100-50207	01/09/23	CREDIT CARD PURCHASES	PD TRAINING MEAL ADJUSTMENT	01092023	02/23/23	2.00	33467
100-42100-50207	01/09/23	CREDIT CARD PURCHASES	PD TRAINING MEAL ADJUSTMENT	01-09-2023	02/23/23	(20.00)	33467
100-42100-50210	02/08/23	CREDIT CARD PURCHASES	AUDIO EQUIPMENT (J. LAWSON)	3930715467	02/23/23	428.00	33467
100-42100-50210	01/31/23	CREDIT CARD PURCHASES	TABLE COVERS N2U / TRUCK SAFETY	37248	02/23/23	300.00	33467
100-42100-50403	02/09/23	FLEETIO	SQUAD MAINTENANACE	590646	02/23/23	60.00	33467
100-42100-50433	02/12/23	CREDIT CARD PURCHASES	POLICE CANINE ASSOC. REGION 12 - C	0C4171204659824	02/23/23	75.00	33467
100-42100-50433	02/07/23	PLEAA	PLEAA YEARLY MEMBERSHIPS 2023 - P.	02.07.2023	02/23/23	72.10	33467
100-42400-50207	01/31/23	CREDIT CARD PURCHASES	INTERNATIONAL CODE COUNCIL MEMBERS	101471406	02/23/23	290.00	33467
100-43100-50207	02/06/23	CREDIT CARD PURCHASES	TRAINING MEALS	02062023	02/23/23	52.18	33467
100-43100-50220	02/10/23	CREDIT CARD PURCHASES	DVS CITY OF DELANO TRANSACTION FEE	157026774	02/23/23	2.05	33467
207-42100-50210	02/08/23	CREDIT CARD PURCHASES	AUDIO EQUIPMENT (J. LAWSON)	3930715467	02/23/23	400.98	33467
207-42100-50210	01/31/23	CREDIT CARD PURCHASES	TABLE COVERS N2U / TRUCK SAFETY	37248	02/23/23	298.67	33467
207-42100-50210	01/26/23	CREDIT CARD PURCHASES	TRUCK SAFETY SUPPLIES ADJUSTMENT	722598038.1	02/23/23	(0.21)	33467
Total For Check 33467						5,859.54	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
Check 33468							
100-41900-50321	01/26/23	VERIZON WIRELESS	PD/CH CELL PHONE	9926268969	02/23/23	246.76	33468
100-42100-50321	01/26/23	VERIZON WIRELESS	PD/CH CELL PHONE	9926268969	02/23/23	1,327.87	33468
						<u>1,574.63</u>	
Total For Check 33468							
Check 33469							
400-41900-50520	01/24/23	WEBER, INC.	REMODEL PAY REQUEST #10	PAY 10	02/23/23	22,870.62	33469
						<u>22,870.62</u>	
Total For Check 33469							
Check 33470							
100-42100-50430	12/31/21	WEST HENNEPIN PUBLIC SAFETY	2021 Q4 TOWARDS ZERO DEATH GRANT	12312021	02/23/23	1,734.33	33470
						<u>1,734.33</u>	
Total For Check 33470							
Check 33471							
100-43100-50220	02/02/23	WESTSIDE WHOLESALE TIRE	1400R24 SNO+CAP AND CASING	920452	02/23/23	1,790.00	33471
100-43100-50220	02/07/23	WESTSIDE WHOLESALE TIRE	DURANGO TIRE REPAIR	920752	02/23/23	30.00	33471
						<u>1,820.00</u>	
Total For Check 33471							
Check 33472							
100-00000-22205-007	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	264.54	33472
100-00000-22205-056	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	318.33	33472
100-00000-22205-065	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	1,072.47	33472
100-00000-22205-087	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	588.64	33472
100-00000-22205-098	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	303.83	33472
100-00000-22205-132	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	51.90	33472
100-41900-50381	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	2,633.14	33472
100-42151-50381	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	60.08	33472
100-43100-50381	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	242.69	33472
100-45200-50381	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	246.73	33472
601-49400-50380	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	93.40	33472
602-49450-50380	02/10/23	WRIGHT-HENNEPIN COOP ELECT	UTILITY SERVICES	35030254718	02/23/23	330.02	33472
						<u>6,205.77</u>	
Total For Check 33472							
Check 33473							
419-43100-50300	01/31/23	WSB	HACKAMORE RD FINAL DESIGN & CONSTR	R-020743-000-7	02/23/23	19,895.00	33473
						<u>19,895.00</u>	
Total For Check 33473							
Check 33474							
100-43100-50381	01/25/23	XCEL ENERGY	PW BUILDING ELECTRICTY	813381453	02/23/23	1,315.75	33474
						<u>1,315.75</u>	
Total For Check 33474							
Check 33475							
100-43100-50381	02/02/23	XCEL ENERGY	9820 CO RD 101 STREET LIGHT	814628139	02/23/23	27.96	33475
						<u>27.96</u>	
Total For Check 33475							
Check 33476							
100-43100-50381	02/03/23	XCEL ENERGY	STREET LIGHTING 9525 CAIN ROAD	814724791	02/23/23	159.79	33476
						<u>159.79</u>	
Total For Check 33476							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Chk Date	Amount Check
Fund Totals:						
			Fund 100 GENERAL FUND			377,529.05
			Fund 205 DWI FORFEITURE FUND			850.00
			Fund 207 TRUCK SAFETY			1,481.47
			Fund 400 CITY HALL REMODEL 2020-2021			22,870.62
			Fund 408 PAVEMENT MANAGEMENT			24,828.30
			Fund 416 CAPITAL-EQUIPMENT CERTS			11,615.12
			Fund 419 HACKAMORE UPGRADE (LENNAR)			19,895.00
			Fund 601 WATER			44,112.06
			Fund 602 SEWER			54,866.89
			Total For All Funds:			<u>558,048.51</u>

City of Corcoran
County of Hennepin
State of Minnesota

RESOLUTION NO. 2023-15

Motion By:
Seconded By:

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

BE IT RESOLVED, by the City Council of the City of Corcoran that the following Liquor License is granted effective for the dates as indicated, to the following Licensee, provided appropriate application and insurance documents are submitted and satisfactory background check completed by the Corcoran Police Department.

<u>LICENSEE</u>	<u>LICENSE</u>	<u>LICENSE EFFECTIVE DATE</u>
Corcoran Lions 9933 Trail Haven Road Corcoran, MN 55340	1-4 Day Temporary On-sale Liquor License	June 2-4, 2023 <i>Tractor Pull at Corcoran Lions Park</i>

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

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

Whereupon, said Resolution is hereby declared adopted on this 23rd day of February, 2023.

Tom McKee - Mayor

ATTEST:

Michelle Friedrich – City Clerk

City Seal

STAFF REPORT

Agenda Item: 7e.

Council Meeting: January 26, 2023	Prepared By: Jessica Beise
Topic: Work Session Topic – March 9, 2023	Action Required: Schedule Work Sessions

Summary:

At the January 12, 2023 meeting, Council discussed work sessions and formalizing topics closer to the scheduled work session dates. Council noted if work sessions were needed, work session topics would be determined and included in the scheduled work session meeting.

In fall of 2022, Council discussed reviewing crosswalk options and staff recommended creating a policy outlining when creating pedestrian crossing will be considered and specifications on types of crossing equipment. Staff recommends hosting a work session to discuss crosswalks, pedestrian crossings and related items on March 9, 2023 at 5:30 pm.

Financial/Budget:

N/A

Options:

1. Authorize staff to move forward with work session topic as presented.
2. Provide different work session topic.
3. Decline to schedule work sessions on the topic.

Recommendation:

Authorize staff to move forward with work session topic as presented.

Council Action:

Authorize staff to move forward with work session topic as presented.

Attachments:

None

STAFF REPORT

Agenda Item: 7f.

Council Meeting: February 23, 2023	Prepared By: Michelle Friedrich and Jessica Beise
Topic : Planning Commission and Parks and Trails Vacancy and Appointment Process	Action Required: None - Informational

Summary

Planning Commissioner Shoulak and Parks and Trails Commissioner Meister have decided not to seek reappointment for their respective commission terms. The two vacant commissioner seats have been posted on the City's website, social media, and on the City's electronic sign, and include an application due date of March 17, 2023.

Per past Council discussions on the appointment of commissioners, Council determined interviewing for the vacant commission seats with a recommendation from a sub-committee including a rotating Councilmember and the Mayor to complete the interview process to fill the vacant commission seats. Councilor Schultz is the next Council member on the rotation for the subcommittee.

Interviews will take place with a hope to appoint commissioners at the April 13 Council meeting.

Financial/Budget:

N/A

Options:

Accept resignation of Planning Commissioner Shoulak and Parks and Trails Commissioner Meister.

Recommendation:

Accept resignation of Planning Commissioner Shoulak and Parks and Trails Commissioner Meister.

Council Action:

Accept resignation of Planning Commissioner Shoulak and Parks and Trails Commissioner Meister.

Attachments:

1. Resignation Notice – Jim Shoulak
2. Resignation within Parks and Trails Minutes Notice – Sharon Meister

From: [Michelle Friedrich](#)
To: [Michelle Friedrich](#)
Subject: RE: Planning Commission
Date: Thursday, February 16, 2023 1:14:38 PM

From: Jim Shoulak [REDACTED]
Sent: Monday, February 6, 2023 9:06 PM
To: Natalie Davis <ndavis@corcoranmn.gov>
Subject: Planning Commission

Hello, Natalie,


After careful consideration, I have decided not to pursue another term on the Planning Commission for the City of Corcoran. I appreciate ALL of your help and wisdom shared with me and the other commissioners over the years.

Best wishes,
Jim Shoulak



// **Jim Shoulak**
[REDACTED]

*"A person's life is not important
except for the impact he or she has
on other people's lives."*

— Jackie Robinson 

"With every deed, you plant a seed;
though you may not
live to see the harvest..."



CITY OF CORCORAN
Corcoran Parks and Trails Meeting Minutes
January 31, 2023 - 7:00 pm

The Corcoran Parks and Trails Commission met on January 31, 2023, in Corcoran, MN, following the meeting being rescheduled from the original January 19, 2023, date.

Present were Chairperson Anderson, Vice-Chairperson Meister, and Commissioners Friedrich, Nybo, Strehler, and Wyffels.

Absent was Commissioner Christenson.

Also present was Recreation Supervisor Christensen Buck.

1. Call to Order / Roll Call

Chairperson Anderson called the meeting to order at 7:00 pm.

2. Pledge of Allegiance

Chairperson Anderson invited all in attendance to rise and join in the Pledge of Allegiance.

3. Chairperson and Vice-Chairperson Elections

Chairperson Anderson informed the Commission that an election needed to occur to determine the chairperson and vice-chairperson for 2023. Recreation Supervisor Christensen Buck updated the Commission on term expirations for Commissioner Christenson and Vice-Chairperson Meister. **Vice-Chairperson Meister notified the Commission that she did not plan to continue serving on the Commission following her term.** Chairperson Anderson expressed to the Commission that he would prefer this be his final year as the Chairperson for the Commission.

Motion: Made by Nybo, seconded by Friedrich, to elect Commissioner Anderson as Chairperson.

Voting Aye: Anderson, Friedrich, Meister, Nybo, Strehler, and Wyffels.

(Motion carried 6:0)

Motion: Made by Nybo, seconded by Strehler, to elect Commissioner Christenson as Vice-Chairperson.

Voting Aye: Anderson, Friedrich, Meister, Nybo, Strehler, and Wyffels.

(Motion carried 6:0)

Recreation Supervisor Christensen Buck informed the Commission that if Commissioner Christenson did not accept the Vice-Chairperson election, the Commission would be asked to vote on the item again at the February 16, 2023, Parks and Trails Commission meeting.

4. Agenda Approval

Motion: Made by Meister, seconded by Friedrich, to approve the agenda as presented.

Voting Aye: Anderson, Friedrich, Meister, Nybo, Strehler, and Wyffels.

(Motion carried 6:0)

5. Minutes

a. Minutes – October 20, 2022, Meeting

Motion: Made by Nybo, seconded by Wyffels, to approve the minutes as presented.

Voting Aye: Anderson, Friedrich, Meister, Nybo, Strehler, and Wyffels.

(Motion carried 6:0)

6. Open Forum

Recreation Supervisor Christensen Buck informed the Commission that there were no individuals interested in speaking.

7. Presentations – None



CITY OF CORCORAN

8. Unfinished Business

a. City Park Remaster Update

Recreation Supervisor Christensen Buck described the history of project, including the recommendation of approval of the 30% concept plan designs by the Parks and Trails Commission, and then subsequently received City Council approval. Recreation Supervisor Christensen Buck informed the Commission that staff was working hard to ensure that the RFQ is accurate and detailed to receive the best submissions from consultants. Recreation Supervisor Christensen Buck informed Commissioners that she anticipated the RFQ would be in the City Attorney's hands by the February 16, 2023, Parks and Trails Commission meeting, out to consultants by March 1, 2023, and bonding for the project in 2024. Chairperson Anderson requested clarification on the purpose of the RFQ, to which Recreation Supervisor Christensen Buck informed the Commission that the RFQ would be to decide which consultant handles the 70% design of the project. Chairperson Anderson inquired on park usage availability, to which Recreation Supervisor Christensen Buck informed the Commission that the park would likely be usable through the entire 2023 spring, summer, and fall seasons.

9. New Business

a. 2022 Year in Review and 2023 Priorities

Recreation Supervisor Christensen Buck provided an overview of the tasks that Parks and Trails Commissioners accomplished in 2022 including recommendations on development plans, 30% design approval for the City Park concept plans, and approval of the Diamond Lake Regional Trail master plan. Recreation Supervisor informed the Commission that following a meeting with Chairperson Anderson and Vice-Chairperson Meister to determine 2023 priorities including additional work on the Diamond Lake Regional Trail, the boardwalk and open space park in Bellwether, City Park remaster RFQ, park dedication fund allocations, educational signs at Wildflower Park, and development/park standards updates. Commissioner Friedrich inquired about if there is a map that shows all the City's proposed trails with the Diamond Lake Regional Trail superposed on the map, to which Recreation Supervisor informed Commissioners that she would attempt to find one for the Commission. Chairperson Anderson provided an overview of the process for park dedication with regards to trails, at which point park dedication would be taken for trails that are accepted. Chairperson Anderson requested that the proposed 2023 park tour take place once the snow melts, potentially with Public Works Director Mattson, to visit the open space park in the Bellwether development. Chairperson Anderson provided an overview of the open space park and boardwalk that is proposed for the Bellwether development, with Recreation Supervisor Christensen Buck informing the Commission that some design preferences were discussed at a previous meeting. Chairperson Anderson noted that the schedule for the year can be adjusted as things arise.

10. Reports/Information

a. Active Planning Applications – Informational Only

Vice-Chairperson Meister informed the Commission that during the January 12 City Council meeting that she attended, there were discussions of putting in a traffic light, but it was determined that the only way to do that would be to have a gas station in the location as well. Chairperson Anderson inquired about how many new housing permits have been coming in, to which Commissioner Friedrich mentioned that only 3 lots were remaining in Ravinia, over 500 homes platted in Tavera, and noted the completion of the Bass Lake Crossing development. Vice-Chairperson Meister inquired about apartments were proposed at County Road 30 and County Road 101. Katherine Drivas, 6747 Olde Sturbridge Road, informed the Commissioners that Applewood Pointe had informed waitlist individuals that the project was pulled.



CITY OF CORCORAN

b. Recreation Supervisor Update

Recreation Supervisor Christensen Buck informed the Commission of items that she had been working on including the City Park remaster RFP, 2022 Holiday Toy and Food Drive, spring baseball registrations, and coordinating with the Public Works Department to open the ice rinks.

11. Subcommittee & Miscellaneous Reports

a. City Council Report

No discussion occurred.

b. Garden Club Report

Tom Anderson and Sharon Meister informed the Commission that the Garden Club was looking to hold a meeting in February. Tom Anderson updated the Commissioners on the 2023 annual tree giveaway planning process and informed them that there would be some adjustments to the process in an effort to include individuals that may not have reserved trees in the past.

c. Park Dedication Fund

Recreation Supervisor Christensen Buck informed the Commissioners that there was approximately \$47,000 additional in the park dedication fund since the October 20, 2022 Parks and Trails Commission meeting.

12. Other Business/Announcements – None

13. Commissioner Liaison Calendar

01/26/2023	02/09/2023	02/23/2023	03/09/2023	03/23/2023	04/13/2023	04/27/2023
Strehler	Friedrich	Nybo	Wyffels	Christenson	Anderson	Meister

14. Adjournment

Motion: Made by Nybo, seconded by Meister, to adjourn the meeting at 7:51 pm.

Voting Aye: Anderson, Friedrich, Meister, Nybo, Strehler, and Wyffels.

(Motion carried 6:0)

Jessica Christensen Buck

Submitted by Jessica Christensen Buck, Recreation Supervisor

RESOLUTION NO. 2023-14

Motion By:
Seconded By:

A RESOLUTION ACCEPTING DONATION

WHEREAS, the City Council of the City of Corcoran, Minnesota, is authorized to accept donations of real or personal property pursuant to Minnesota Statutes Section 456.03 for the benefit of citizens, and is specifically authorized to accept gifts; and

WHEREAS, the City received a monetary donation in the amount of \$791.90 from Sports Star Photography for the purpose of parks and recreation programming; and

WHEREAS, the City Council finds that it is appropriate to accept the donation as offered for the benefit of the City of Corcoran, and residents;

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Corcoran acknowledges the generosity Sports Star Photography and graciously accepts the donation.

VOTING AYE

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

VOTING NAY

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

Whereupon, said Resolution is hereby declared adopted on this 23rd day of February, 2023.

Tom McKee – Mayor

ATTEST:

Michelle Friedrich – City Clerk

City Seal

STAFF REPORT

Agenda Item: 8a.

City Council Meeting: February 23, 2023	Prepared By: Kevin Shay through Kendra Lindahl
Topic: Sketch Plan for Kariniemi Meadows at 23185 County Road 10 (city file 23-004)	Action Required: Feedback

Review Deadline: March 27, 2023

1. Request

The applicant, Nate Kariniemi is requesting an opportunity to appear before the City Council to solicit informal comments on a sketch plan for a proposed subdivision of the western half of 23185 County Road 10 (Outlot A, Kariniemi Meadows) and the Wicht parcel to the south (PID 18-119-23-11-0002 and 18-119-23-42-0001). The proposal includes subdividing the property into three commercial lots on the west side of the site and eight rural residential lots on the southwest side of the site, with a large outlet dividing the two uses proposed for the site.

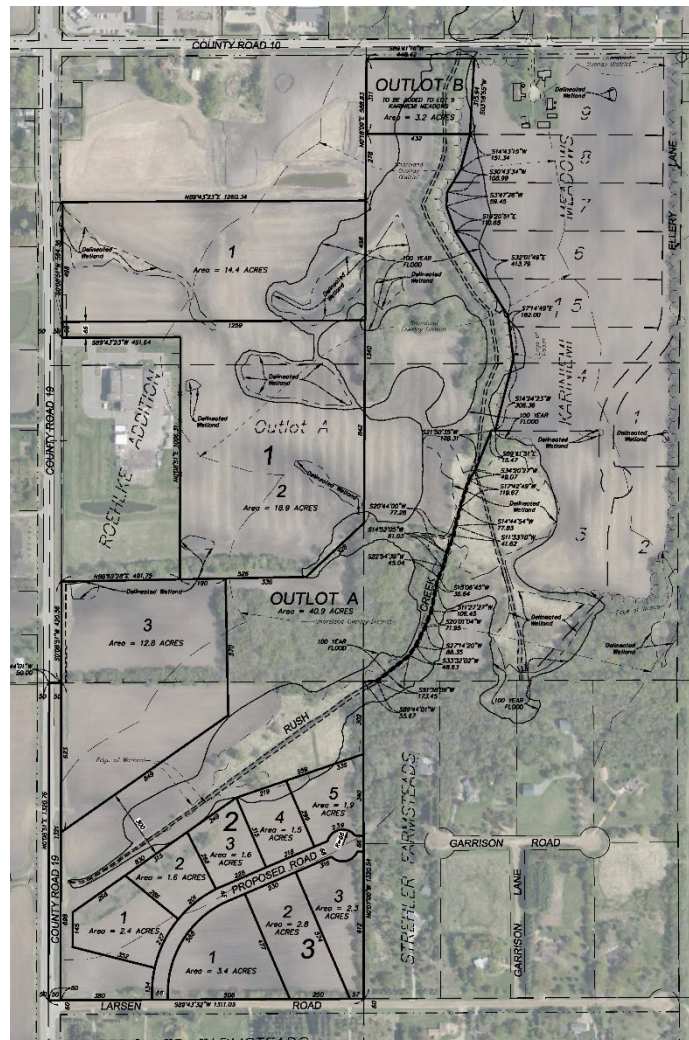
2. Background

Kariniemi Meadows received approval of a preliminary plat, variance and final plat for nine rural residential lots on the northeast side of the site in 2022.

3. Analysis

Sketch Plan

The applicant has submitted a narrative and sketch plan detailing the proposed OS&P plat subdivision. The sketch plan shows eight rural residential lots and three commercial lots.



The sketch plan process provides an opportunity for the applicant to get information from the City that can be incorporated into a formal development application. The next steps would be:

1. Application for Comprehensive Plan Amendment, Rezoning and Open Space and Preservation Preliminary Plat
2. Application for Final Plat (and development contract)

Comprehensive Plan Amendment and Rezoning

The proposed land use and zoning for the site will require a change on the western portion of the site from Rural/Ag Residential to Rural Service/Commercial for the land use and Rural Residential to Rural Commercial for the zoning. This is a policy change and the Council has a higher level of discretion when reviewing these types of applications. The proposed commercial land would abut commercial land on the north and the public works garage on the south. The change would allow additional commercial opportunities in the City.

Open Space and Preservation Plat (OS&P)

Outlot A of the Kariniemi Meadows subdivision retained four development rights through the subdivision process. The Wicht parcel to the south has four existing development rights that can be used in the subdivision of the parcel. Therefore, the sketch plan has eight development rights that can be utilized. Three of the available development rights would be used for the three proposed commercial lots and five for the residential lots.

The applicant is proposing to develop the residential lots under the Open Space and Preservation (OS&P) Plat standards for a subdivision in the rural residential zoning district with a rural street section which would allow an increase of 150% (1.5) for the development rights.

Development Rights = $(8 - 3) \times 1.5 = 7.5$ rounded to 8 development rights.

With an OS&P plat, there is an open space requirement that a minimum of 50% of the gross land area of the residential development must be dedicated as preserved open space and 50% (net 25%) of the open space area must be upland area. This area would be protected by a conservation easement or deed restriction put in place during the subdivision process.

It is worth noting that upland area in the OS&P ordinance section is defined as the gross acreage minus wetlands and any areas below the ordinary high water level. This is the only place in the City Code that the area is calculated this way. The term used in the rest of the code is "developable area" and is defined as, "gross land area minus wetlands, areas below the 100-year ordinary high water elevation and right-of-way or easements for existing public streets." The difference between the two is that the 100-year floodplain is excluded from the developable area but not the upland area. Staff is recommending that the term upland area be changed to developable area to make the

section consistent with the other areas of the city code. The proposed sketch plan complies with the upland area requirement but would not comply if the term was changed to developable area given the extensive 100 year floodplain present on the site.

The sketch plan shows Outlot B (3.2 acres) separate from Lot 9 with a note “to be included” in the area of existing Lot 9 (5.8 acres) of Kariniemi Meadows. It is not clear what the purpose of the combination is as the property is separated from Lot 9 by the creek and would be difficult to access. Additionally, the new combined lot would have the trail easement running through the property. These types of circumstances do exist but are generally undesirable. Outlot B should either be shown as part of Lot 9 with the plat or be retained in Outlot A.

Staff notes that the existing accessory buildings on Lot 9 exceed the allowable square footage allowed by code and it appears that the combination would still result in more accessory building area than allowed on a 9.0-acre parcel.

Lot Standards

The sketch plan appears to show compliance with the RR and CR standards, which require the following minimum standards:

	OS&P	CR (Rural Commercial)
Lot Area	4 acres (maximum)	2.5 acres (minimum)
Minimum Lot Width		100 feet
Minimum Lot Depth		200 feet
Minimum Principal Structure Setbacks:		
Front, From Major Roadways*	100 feet	100 feet
Front, From all other streets	25 feet	50 feet
Front Porch (≤ 120 square feet)	25 feet	n/a
Side	10 feet	20 feet
Rear	25 feet	20 feet
Adjacent to Residential	n/a	50 feet
Maximum Principal Building Height	35 feet	35 feet
Maximum Impervious Surface Coverage	n/a	50%

Shoreland

The shoreland overlay district for Rush Creek applies to the area within 300 feet of the ordinary high-water level of Rush Creek or the landward extent of floodplain of the river, whichever is greater. The boundary of the shoreland overlay is indicated on the plans.

The boundary of the shoreland may change if the floodplain associated with Rush Creek is revised. This is discussed in the engineer's memo. The shoreland standards for setbacks, structure height and impervious affect Lots 1-3, Block 1 and Lots 1-5, Block 2.

Floodplain

The site includes a large area of floodplain and the plans indicate the boundary of the 100-year flood area. As part of a formal submittal, the plans will need to indicate the areas that are considered floodway, flood fringe and general floodplain as defined in Section 1050.030 Subd. 3. Based on the revised boundaries of the districts covering the property, the corresponding standards from Section 1050.030 shall apply.

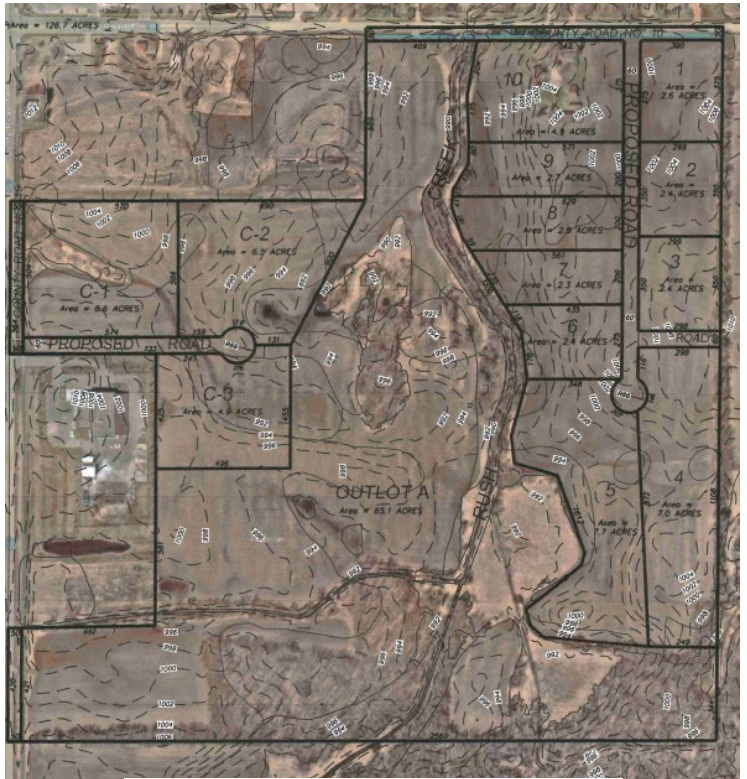
Transportation/Access

The applicant is proposing a single public street access to serve the residential lots. The street serving the residential lots will access off Larsen Road. This is supported by Hennepin County. The City engineer provided comments that Larsen Road may need to be improved with this development and turn lanes may be required.

The applicant is proposing that commercial lots 1 and 2 share an access with the public works facility. Lot 3 would require a separate access to serve the lot.

Hennepin County Transportation provided comments that are included as an attachment to the staff report. They are supportive of the residential access and a combined access for Lots 1 and 2 with the public works facility. They have concerns with the access for Lot 3 and note that turn lanes may be required.

If the two northern lots and public works are to share access, staff recommends that a public street be constructed by the applicant. The public works director does not recommend approval of a shared private drive. Because of this, staff suggests that the previous plan with three commercial lots accessing of the new public street per the previous concept may be more cost-effective.



Previous Concept

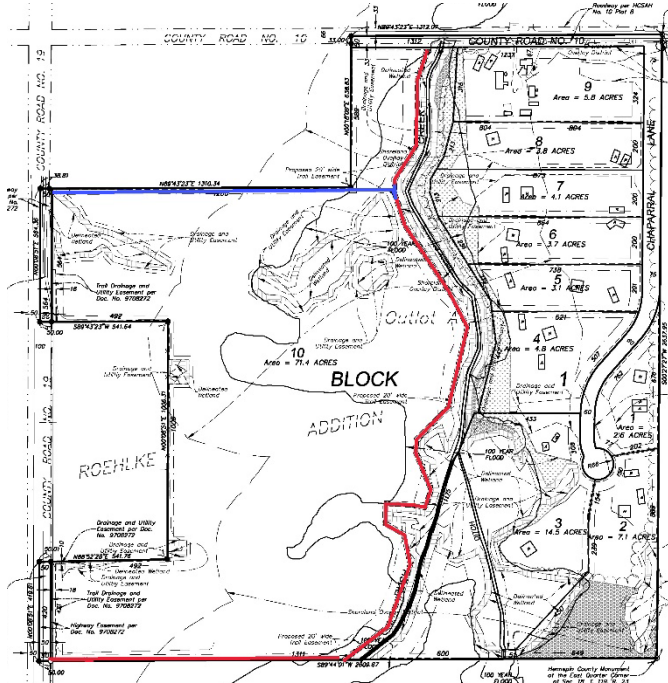
Trails and Sidewalks

There is an existing on-road trail in the County Road 19 right-of-way and this trail is separated from the street by a landscaped boulevard. The 2040 Comprehensive Plan has a proposed on-road trail shown along the northern boundary of this property on the south side of County Road 10. The County has requested a 10-foot trail easement beyond the right-of-way be included for the on-road trail.

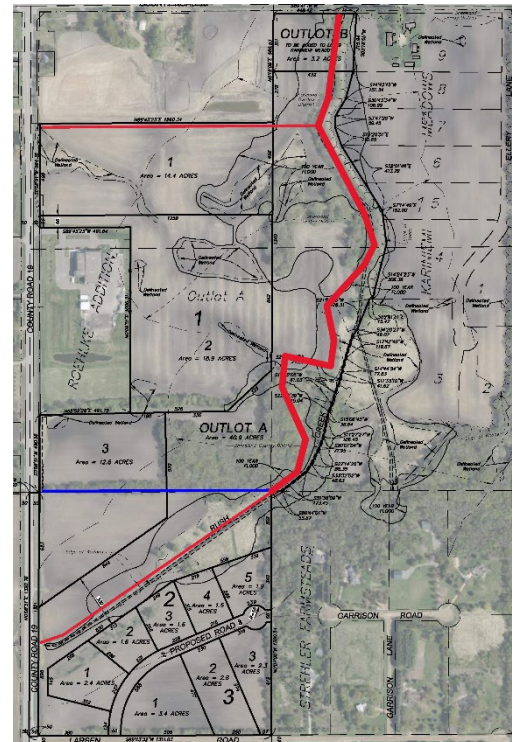
The Parks and Trails Plan map in the 2040 Comprehensive Plan identifies a proposed off-road trail that runs along the Rush Creek corridor. A proposed off-road trail was shown along the western side of Rush Creek and along the southern boundary of the plat with the Kariniemi Meadows development. No trail easement was dedicated at the time of the plat as City Engineer requested that the trail be field located to avoid wetland and floodplain impacts. A future trail connection along the northern portion of the property connecting to County Road 19 was identified as part of future phases.

The Parks and Trails Commission reviewed the trail with the Kariniemi Meadows plat and recommended a natural trail (mowed grass or wood chips) rather than a paved trail to minimize the impact to the floodplain. If this project moves forward, the new plan will be forwarded to the Commission for feedback. The Council could also provide feedback at this time.

Due to the inclusion of the Wicht property to the south, City staff is recommending the southern connection to County Road 19 (shown in blue) that was required with Kariniemi Meadows be revised to follow Rush Creek (shown in red). Additionally, the northern connection would be required with the development of the commercial lots. The Kariniemi Meadows plat required dedication of a trail easement, but the easement has not yet been recorded because we will field locate the trail in the spring/summer. With this plat, we would



Previous Plat



Current sketch plan

recommend the additional northern trail connection be provided and all trail easements be field located and dedicated through the subdivision process.

City policy is to require an 8-ft. wide trail in a 20-ft wide easement for off-road trails and give credit for the net area (gross area minus wetlands and areas below the 100-year ordinary high water elevation) of off-road trails shown in the Comprehensive Plan. The trail easement is located almost entirely within the floodplain and the majority of the current easement location will not qualify for park dedication.

Utilities

The entire site is located outside the MUSA and will be served with well and septic.

Ponding

Stormwater ponding will need to be provided on site in compliance with local and state requirements.

Wetlands

There are a number of wetlands on site. The applicant will need to show the wetland buffer and setback requirements in compliance with Section 1050.010 of the Zoning Ordinance.

4. Recommendation

Staff recommends that the City Council review and discuss the sketch plan and provide the applicant with informal comments.

Any opinions or comments provided to the applicant by the City Council are considered advisory only and shall not constitute a binding decision on the request.

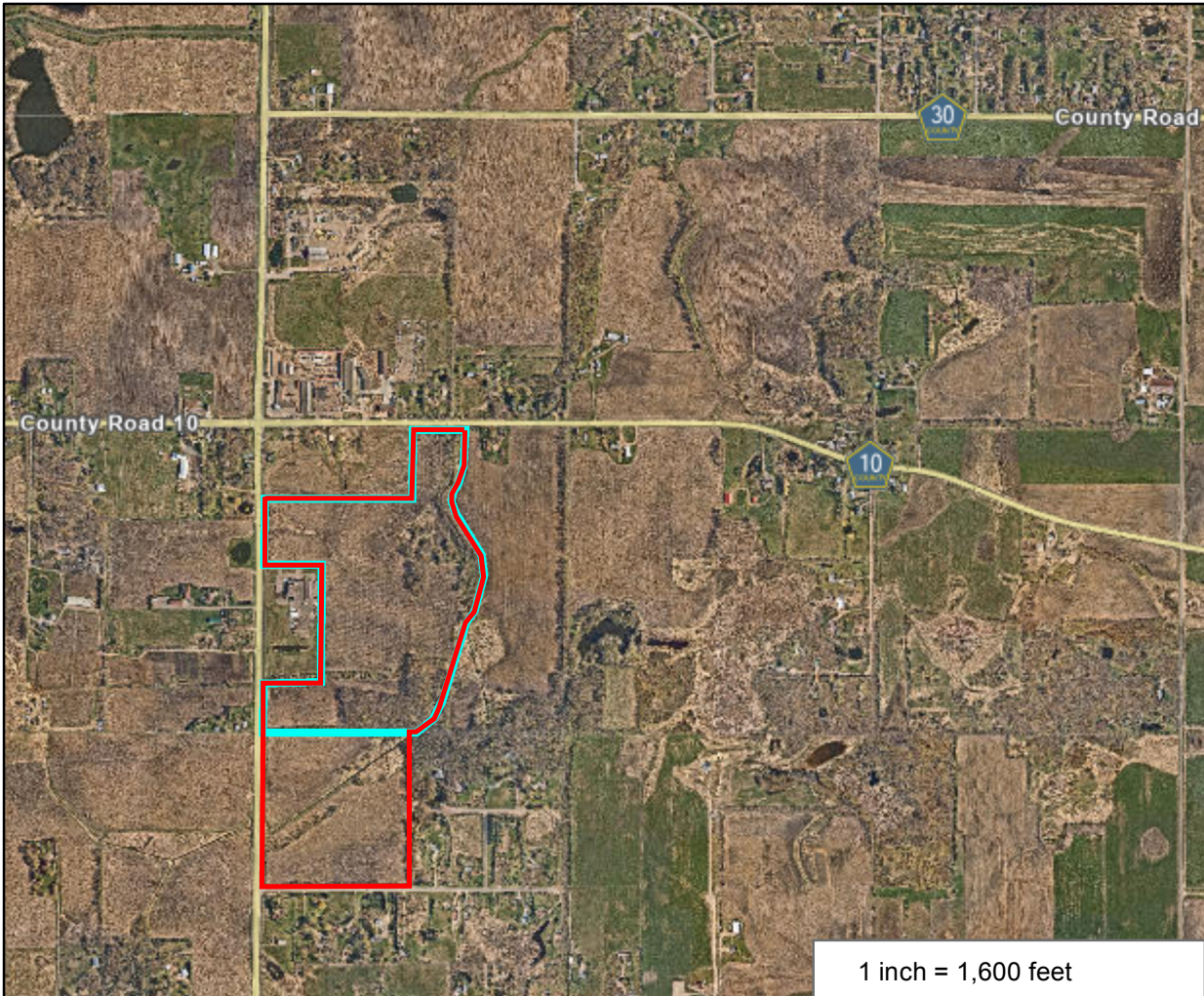
Attachments

1. Site Location Map
2. Sketch Plan dated January 26, 2023
3. Applicant's Narrative dated January 23, 2023
4. Public Safety memo dated February 1, 2023
5. City Engineer's Memo dated February 13, 2023
6. Hennepin County comments dated February 14, 2023
7. Official Zoning Map
8. 2040 Future Land Use
9. Parks and Trails Plan



Hennepin County Property Map

Date: 2/16/2023



Division in Process

The displayed parcel boundary may not be the actual boundary because this property is in the process of being divided or replatted.

PID: 1811923130002

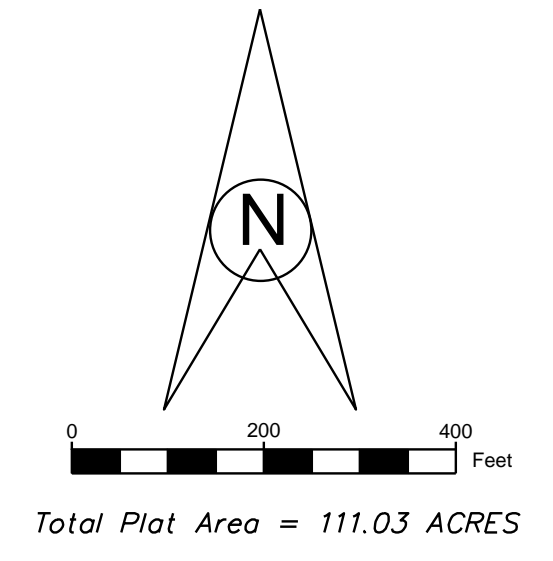
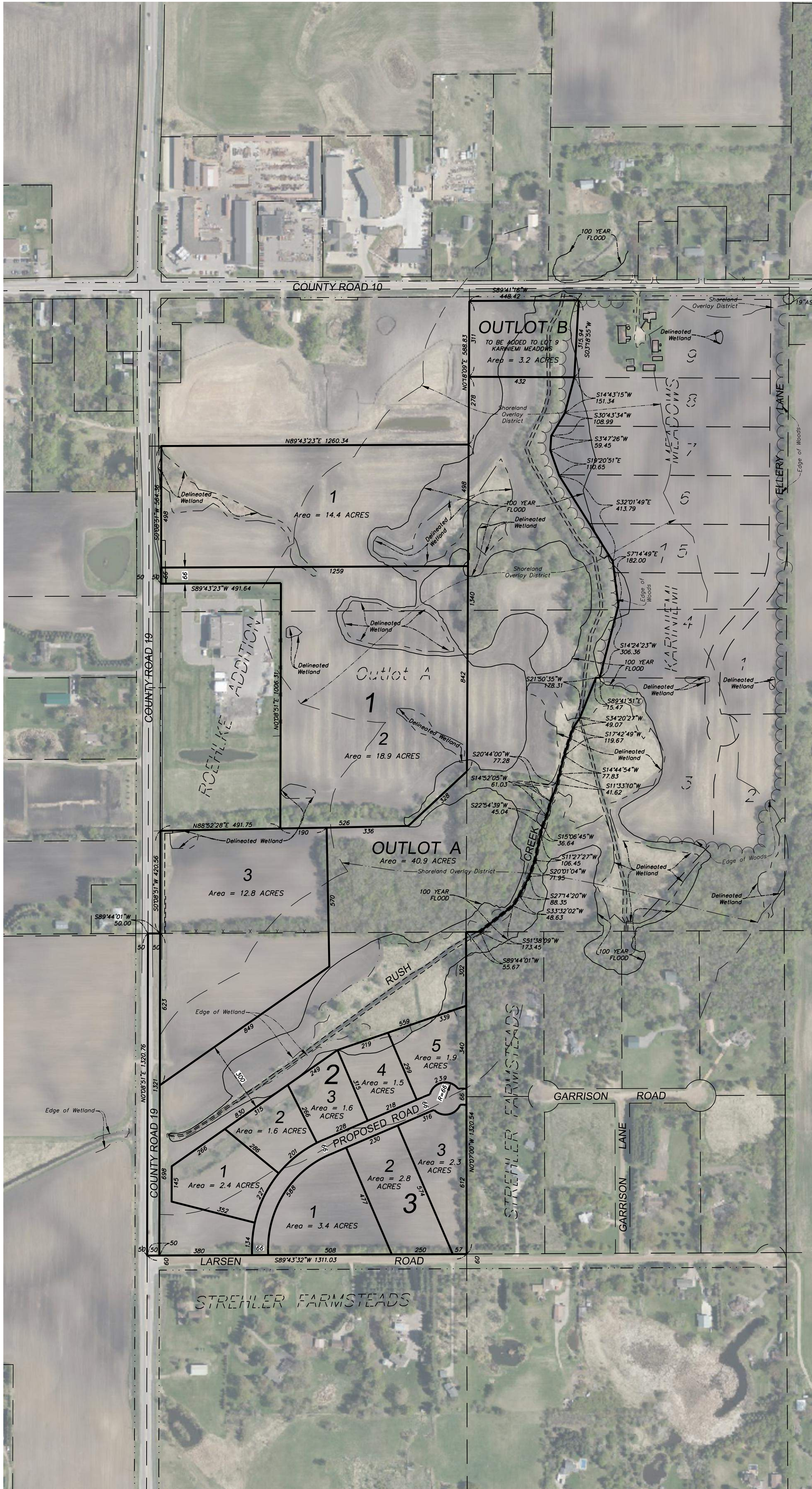
ADDRESS: 52 Address Pending, Corcoran MN 00000

Comments:

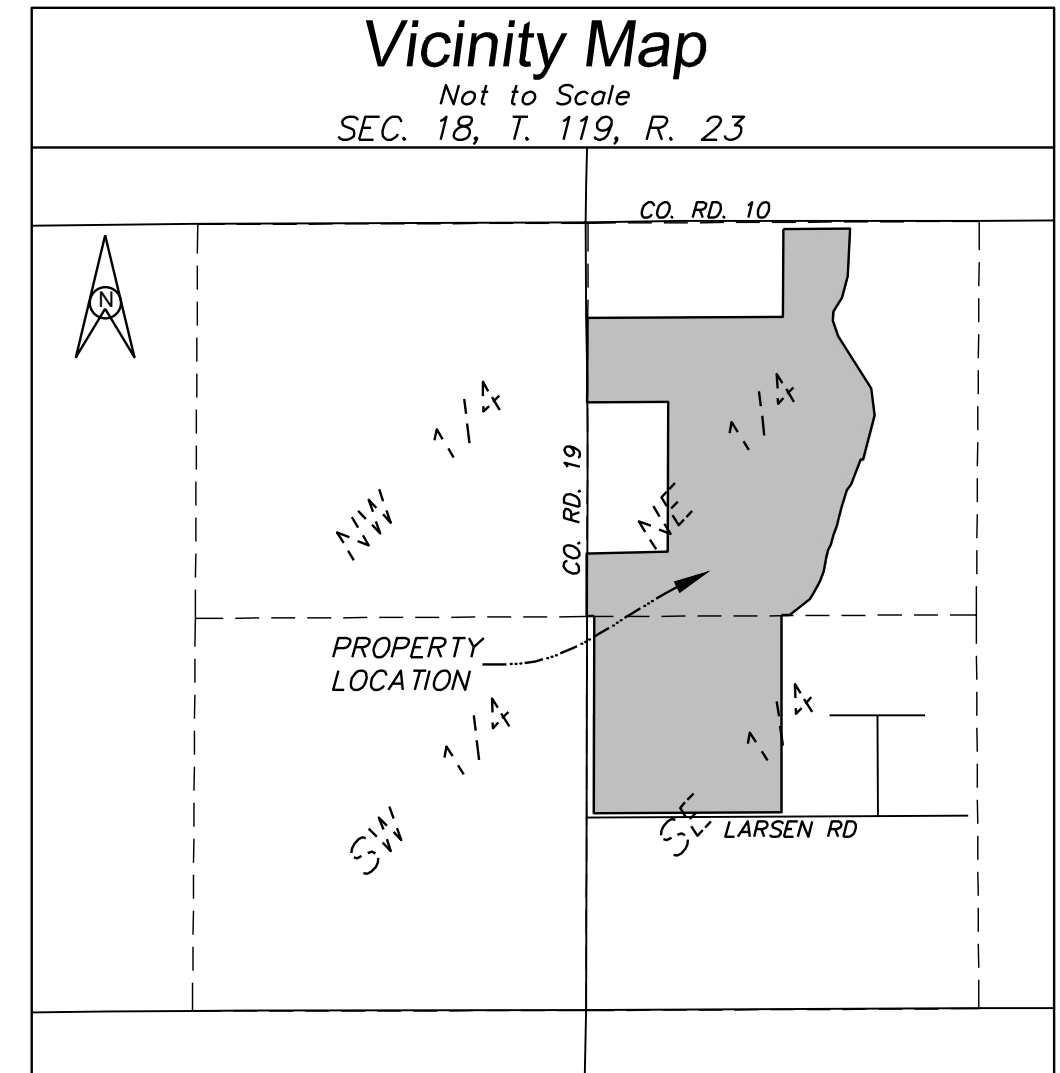
This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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COUNTY 2023

Concept Plan OS+P



LOTS 1, 2, AND 3, BLOCK 1 PROPOSED TO BE ZONED COMMERCIAL
 BLOCKS 2 AND 3 AND OUTLOT A PROPOSED TO BE ZONED RESIDENTIAL
 EXISTING DEVELOPMENT RIGHTS = 8 LOTS
 TOTAL LOTS PROPOSED = 5 DEVELOPMENT RIGHTS x 1.5 (OSP PLAT) = 8 RR LOTS, 3 COMMERCIAL
 COMMERCIAL AREA = 46.1 ACRES
 RR AREA = 64.93 ACRES
 OSP OPEN SPACE REQUIRED = 64.93 x 0.5 = 32.47 ACRES
 OPEN SPACE PROVIDED = 40.9 ACRES
 USABLE OPEN SPACE PROVIDED (AREA OF OUTLOT A LESS WETLAND AND CREEK AREAS) = 34.9 ACRES
 WETLAND AND CREEK AREA IN OUTLOT A = 6.0 ACRES
 AREA BELOW 100 YEAR FLOOD ELEVATION IN OUTLOT A = 19.5 ACRES



Concept plan on Outlot A, KARINIEMI MEADOWS and part of the NW 1/4 of the SE 1/4 of Section 18, Township 119, Range 23, Hennepin County, Minnesota
 Revised: 1-26-23 OUTLOT AREAS T.J.B.

Requested By:
Nathan Kariniemi
 Date: 1-23-23
 Drawn By: T.J.B.
 Scale: 1" = 200'
 Checked By: P.E.O.

OTTO ASSOCIATES
 Engineers & Land Surveyors, Inc.
 www.ottoassociates.com
 9 West Division Street
 Buffalo, MN 55313
 (763)682-4727
 Fax: (763)682-3522

● denotes iron monument found
 ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062
 Project No. 23-0104

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

The proposed rezoning of lot 10 and that portion the new Lot 3 that straddles the northwest corner of the Wicht property for commercial use and an OS&P proposal that includes utilizing 3/4 of the development rights on Lot 10 Block 1 of Kariniemi Meadows and transferring 1 to the adjacent southern 38 acres. The 38 acres has 4 entitlements which will allow the new total of 5 to be eligible for a 200% bonus total of 10 lots. If septics do not support 10 lots than a 150% bonus to 8 lots will be proposed.

A new road access is proposed along the northern border of the city public works property as recommended by staff and council in previous concept meetings. A new road access is proposed from the south of the 38 acres to serve the os&p residential development. Additionally, direct access onto county road 19 is proposed for the new lot 3 as it will have frontage on County Road 19 and meets spacing guidelines.

The park commission will have interest in a trail along Rush Creek joining the existing trail - this will be a big improvement and extension of the existing trail concept. Also as part of OS&P requirements we propose to maintain open space per the formula and continue farming the tillable all along the trail until such future date that the city releases the covenant.



CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340

763.420.2288

E-mail - general@corcoranmn.gov / Web Site - www.corcoranmn.gov

Memo

To: Planning (Planners Lindahl and Davis McKeown)
From: Lieutenant Burns
Date: February 6, 2023
Re: City File 23-004 Kariniemi-Wicht
Sketch Plan

A Public Safety plan review meeting was held on February 1, 2023. The following were in attendance: Lieutenant Ryan Burns, Planner Davis McKeown, Fire Chief Feist, Fire Chief Leuer, Fire Chief Malewicki, Building Official Geske, and Construction Services Specialist Pritchard. The comments below are based on the preliminary review of the concept plans received by the City on January 23, 2023 and are intended as initial feedback as further plan review will need to be completed as construction plans becomes available.

1. Fire protection, including water supply, will be required and will vary depending on the occupancy of the building, square footage, etc.
2. Additional comments are expected when individual site plans are submitted to the City for approval.

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

Project: Kariniemi-Wicht Concept Review Date: February 13th, 2023

Exhibits:

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

1. Concept Plan Kariniemi, Dated January 23rd, 2023
2. Application Kariniemi, Dated January 23rd, 2023

Comments:General:

1. In addition to engineering related comments, the proposed plans are subject to additional planning, zoning, land-use, and other applicable codes of the City of Corcoran.
2. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
3. An encroachment agreement shall be required for all site improvements or items placed within the City ROW or easements.

Plat:

1. The applicant shall have all drainage and utility easements provided and shown and all platting requirements met per the City Code. Drainage and utility easements (5' – 10') shall be provided along property lines, as standard per City requirements.
2. D&U easements shall be provided over the 100-year floodplain, over delineated wetlands, and over the wetland buffers.

Erosion Control/SWPPP

1. Preparation of and compliance with a SWPPP shall be required for construction.

Transportation

1. All roadways shall be constructed in accordance with the City standard details.
2. Hennepin County shall review and approval access locations along County Road 19 for all development entrances. The County may require turn lane improvements at Larsen Road in addition to what is currently present.
3. It is anticipated that Hennepin County would require the consolidation of the existing Public Works entrance with access to Lots 1 and 2 at a minimum. If necessary, the applicant shall be responsible for the construction of a new entrance to service these lots. If necessary, the access road should be further reviewed to ensure it provides adequate access to all public work equipment and vehicles which may access that facility.

4. A low maintenance trail was approved with the Kariniemi Meadows development. The level of trail improvements and access points may be impacted with this proposed development as the open space in which the trail is located is included with this development.
5. Larsen Road will likely need to be improved with this development. The limits and degree of roadway improvements would be reviewed at the time of the feasibility study.
6. If turn lanes into the project site from Larsen Road are required, the project is to be a City-led project. With City led projects, the developer shall establish an escrow prior to the turn lanes being designed and publicly bid.
7. ROW dedication should be reviewed by Hennepin County.
8. Any parking areas shall have concrete curbing and a paved surface.

Site Plans

1. The existing and proposed drainage and utility easements shown shall be clearly labeled on all plan drawings.
2. Street lighting locations shall be reviewed by Public Safety and final lighting locations shall be determined at the time of Final Plat.
3. Each lot and house style will need an individual grading plan with setbacks and potential well locations.

Grading /Stormwater

1. The 100-year floodplain extends into the yards of several lots. Flood elevations and limits shall be reviewed at time of preliminary plat to verify extents of stormwater modeling and permitting.
2. A stormwater management plan shall be provided to confirm that stormwater management is in accordance with City of Corcoran and Elm Creek Watershed Management Commission Standards.
3. Reference the City of Corcoran Stormwater Guidelines for Development Review for standards for stormwater systems and modeling.
4. The wetland buffer zones and wetland buffer signage shall also be clearly identified and labeled.
5. Easements shall be provided over all storm sewer pipes. Easements shall be shown on the utility plan to ensure they are adequate.
6. Label clearly on plans the EOF's for all areas where water will be collected including all low areas in roadways and greenspaces.
7. All drainage swales shall maintain a minimum of 2% slope and all slopes should be 4:1 or flatter unless approved by the City Engineer.
8. A number of wetlands are impacted with this proposed development. They shall be reviewed and approved through the WCA permitting process.
9. At the time of preliminary plat, the wetland buffers should be identified as either newly established wetland buffers or whether they are existing buffers as defined by City Code.

February 13, 2023

Kariniemi-Wicht Concept Review

Kevin Mattson

Page 3 of 3

Watermain/Sanitary Sewer

1. No City water or sewer is available in the vicinity of this development.
2. It is assumed that all properties will be serviced with private wells and septic systems.
3. All private wells shall be reviewed and permitted by the MDH prior to the time of construction.
4. All private septic systems shall be reviewed and permitted by Hennepin County.

End of Comments

From: [Kendra Lindahl, AICP](#)
To: [Kevin Shay, AICP](#)
Subject: Fwd: Corcoran - CSAH 19 - Kariniemi Meadows
Date: Tuesday, February 14, 2023 10:33:29 AM
Attachments: [23-0104 CONCEPT PLAN 1-23-23.pdf](#)

Kendra Lindahl, AICP
Landform

From: KC Atkins <KC.Atkins@hennepin.us>
Sent: Tuesday, February 14, 2023 9:06:24 AM
To: Kendra Lindahl, AICP <KLindahl@landform.net>
Cc: Transportation.Plats <Transportation.Plats@hennepin.us>; Dan Patterson <Dan.Patterson@hennepin.us>; Michael D Olmstead <Michael.Olmstead@hennepin.us>
Subject: Corcoran - CSAH 19 - Kariniemi Meadows

Good morning Kendra,

The developer for Kariniemi Meadows reached out to county staff in late January/early February to discuss the attached concept plan in Corcoran. County staff were able to connect with him via Teams on Friday, February 10th to discuss his plans further. We appreciate him connecting early to review concepts along CSAH 19. County staff have the following comments for the city's consideration:

1. County staff prefer access off of local streets and not county roads due to access spacing and safety concerns
2. As previously agreed upon, access is preferred to be shared with the Corcoran Public Works driveway and turn lanes may be needed at this location due to development
3. The planned use of the 12.8 acres on Parcel 3 along CSAH 19 will impact access recommendations from the county.
 - a. County staff do not prefer an access off of CSAH 19, but recognize there are tradeoffs
 - b. Land use at this location will matter. A single family home with access off of CSAH 19 is very different from a commercial property where we would expect larger vehicles and more volumes of people driving using the access. Understanding this use will help us better determine whether we permit access here or not and whether turn lanes may be required.
 - c. Generally, access is preferred to route to the Public Works driveway to maintain desirable access spacing along CSAH 19 as Corcoran continues to grow
4. County staff support the residential access off of Larsen Road as shown

Please let us know if you have any questions or wish to discuss this property further.

Thank you,
KC

KC Atkins, P.E.

Senior Professional Engineer | she/her/hers
Public Works – Transportation Planning

Hennepin County Public Works |1600 Prairie Drive | Medina, MN 55340
Office: 612-596-0354
KC.Atkins@hennepin.us | hennepin.us





























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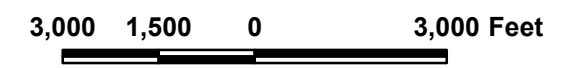


CITY OF CORCORAN

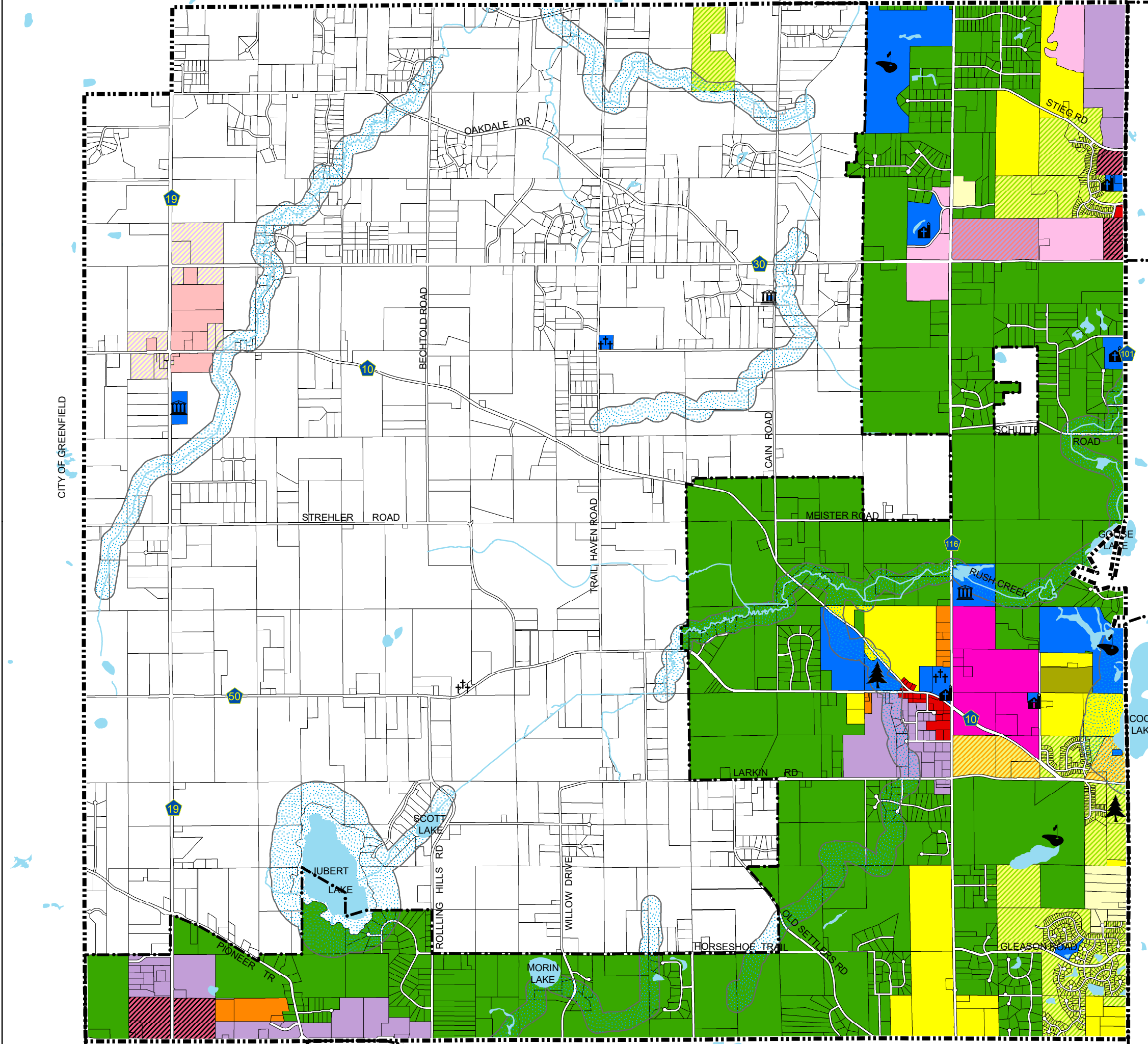
Official Zoning Map

Zoning Districts:

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



Updated September 2020
Adopted June 2011





CITY OF CORCORAN

2040 COMPREHENSIVE PLAN

Map 2-1 2040 Future Land Use

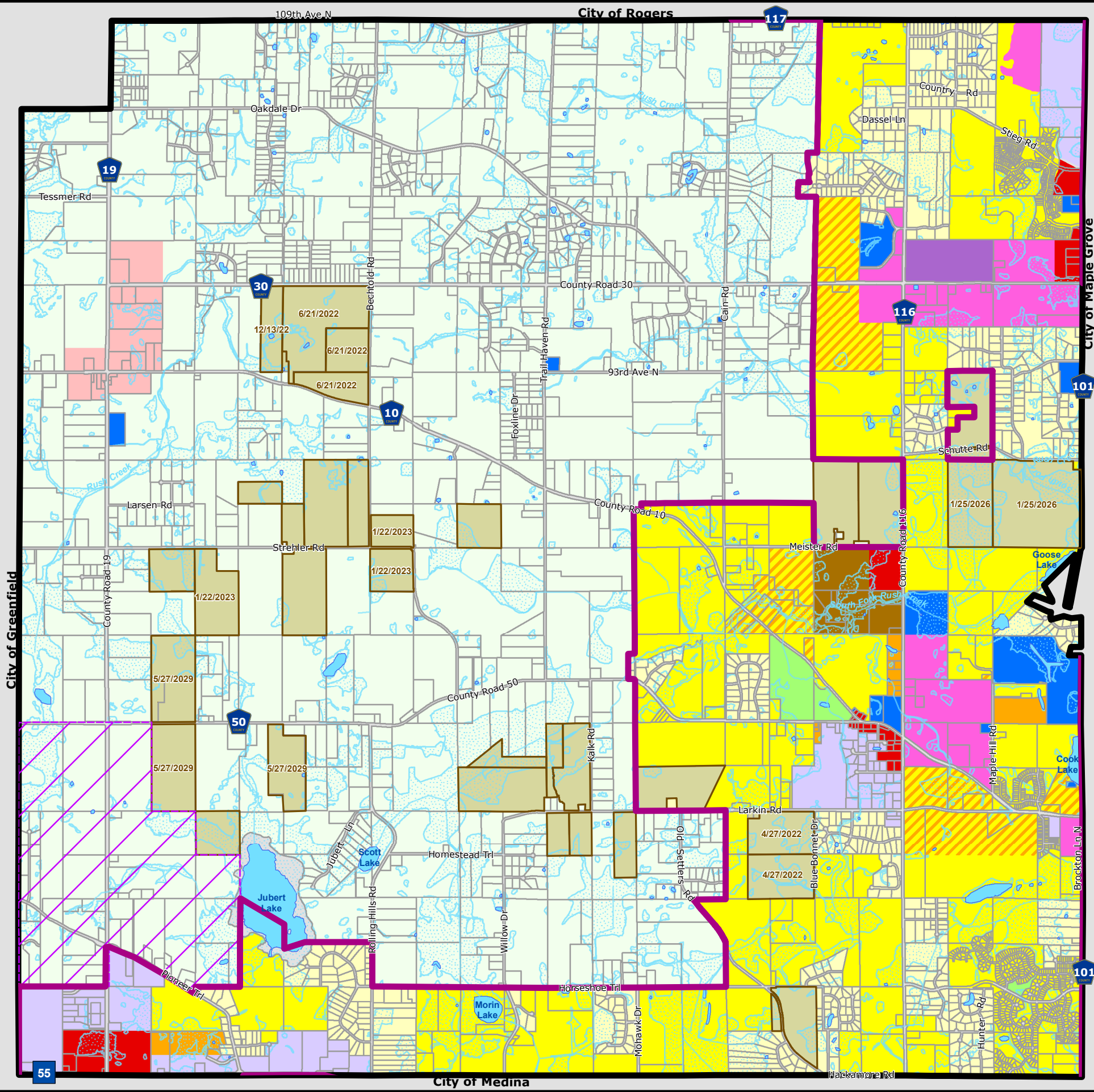
- Rural/Ag Residential
- Existing Residential
- Low Density Residential
- Medium Density Residential
- Mixed Residential
- High Density Residential
- Rural Service/Commercial
- Commercial
- Mixed Use
- Business Park
- Light Industrial
- Public/Semi-Public
- Parks/Open Space
- Agricultural Preserve (Date of Expiration)
- Open Water
- Municipal Boundary
- 2040 MUSA
- Future MUSA Expansion Area
- Parcel Boundaries
- Streams
- Lake/Open Water
- Wetlands

Source:
Revised National Wetland Inventory (MN DNR, 2009-2014)

3,000 1,500 0 3,000



Feet

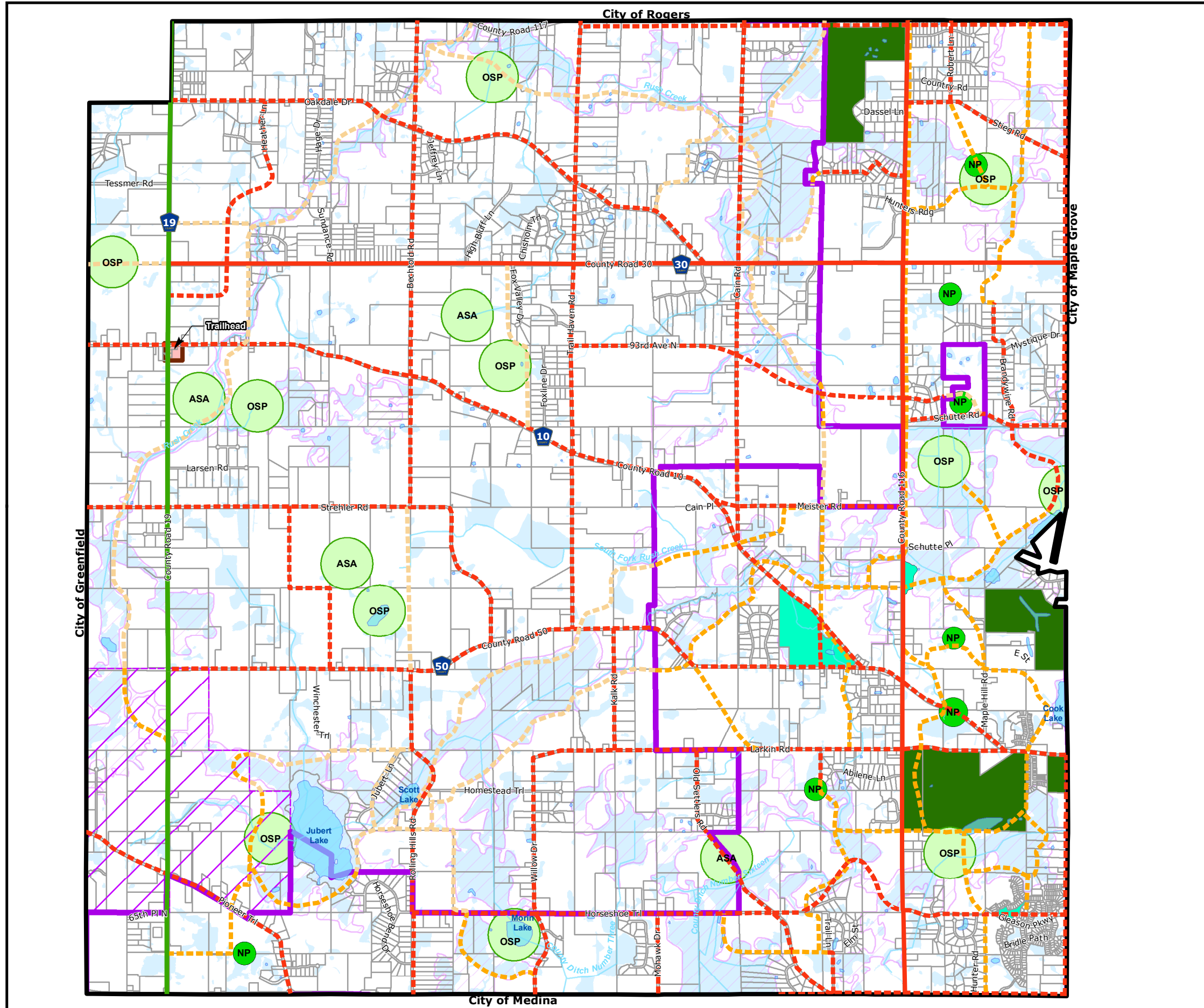




CITY OF CORCORAN

2040 COMPREHENSIVE PLAN

Map 5-1 Parks and Trails Plan

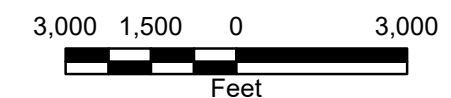


Existing Parks and Trails

- Regional Trail
- Existing On Road Trail
- City Park
- Trailhead
- Private Park/Open Space

Proposed Parks and Trails

- Proposed On Road Trail
- Proposed Off Road Trail
- Proposed Off Road Trail outside 2040 Development Area
- Neighborhood Park
- Community Park
- Greenway Corridor
- Municipal Boundaries
- 2040 MUSA
- Future MUSA Expansion Area
- Parcel Boundaries
- Streams
- Lake/Open Water
- Wetlands



Path: L:\2294\100\2040CompPlan\Parks and Trails Map.mxd
Date: 1/15/2019 Time: 1:22:31 PM User: Shu.JC0243

STAFF REPORT

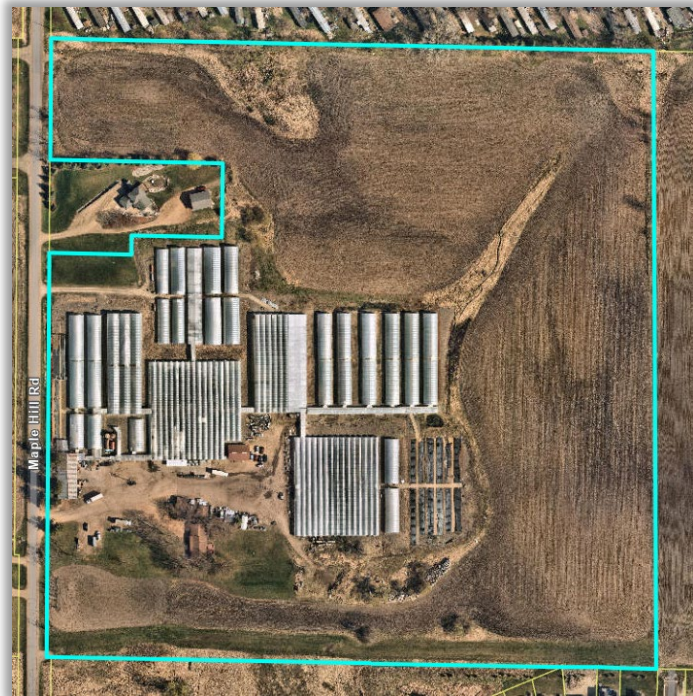
Agenda Item: 8b.

City Council Meeting: February 23, 2023	Prepared By: Natalie Davis McKeown
Topic: Amira Village Sketch Plat (PID 25-119-23-12-0002) (City File No. 23-003)	Action Required: Direction

Review Deadline: March 25, 2023

1. Application Request

The applicants (Hempel Acquisition Company represented by Beth Hustad and Steph Griffin) request an opportunity to appear before the City Council to solicit informal comments on a sketch plat for the “Chastek” property at 7600 Maple Hill Rd. The subject property is roughly 38 acres located northeast of the County Road 10 (Bass Lake Rd) and Maple Hill Road intersection.



Location Map of 7600 Maple Hill Rd

2. Background

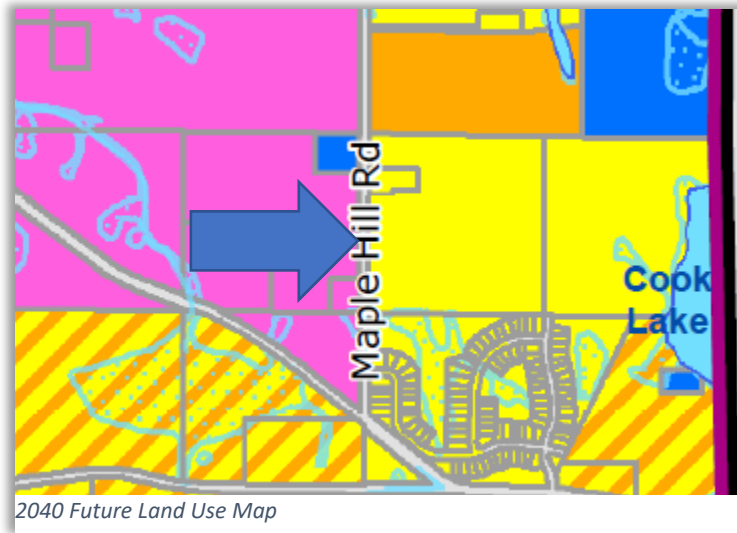
The Chastek property previously housed a wholesale greenhouse business known as “Chastek Greenhouses, Inc.” The property was put up for sale in 2022. The land was last platted in 1992 under the name “Chastek Farm” to carve out a 1.5-acre parcel used as a single-family home. The single-family home is not a part of this sketch plan and was recently sold to a private party. Additionally, staff believes there is an existing private access easement that runs along the south property line in favor of the property to the east.

3. Context

Zoning and Land Use

The proposed property is guided for low density residential and zoned RSF-2 (Single Family Residential 2). There is a small sliver of the property in the southeast corner that is within the Shoreland Overlay District. It appears most of the greenhouses have been

removed from the property, but a few structures are still present on the site as of this report. The property is within the Metropolitan Urban Service Area (MUSA) and Phase 1 of the 2040 Staging Plan.



Surrounding Properties

The guiding, zoning, and existing use of the surrounding properties are detailed in the table below. All surrounding properties are within the MUSA and Phase 1 of the Staging Plan.

Direction	Guided	Zoning District	Use
North	Medium Density Residential	Manufactured Home Park	Residential Maple Hills Estates
East	Low Density Residential	RSF-2 Shoreland Overlay	Agriculture
South	Low Density Residential	Planned Unit Development (PUD)	Residential Bass Lake Crossing
West - Adjacent/enclosed homestead	Low Density Residential	RSF-2	Residential
West - Across Maple Hill Rd	- Mixed Use - Public/Semi-Public	- Downtown Mixed Use (DMU) - Public / Institutional	- Agriculture - Good Shepard Lutheran Church

Natural Characteristics of the Site

The 2040 Comprehensive Plan’s Natural Resource Inventory Areas map does not reflect any natural communities of note on the subject property. A wetland delineation was completed on this property and finalized in January of this year. This process confirmed five, relatively small, wetlands throughout the property as shown in the image to the right.

4. Analysis

Planning staff coordinated review of the sketch plan with Public Works and Engineering as well as the Public Safety team.

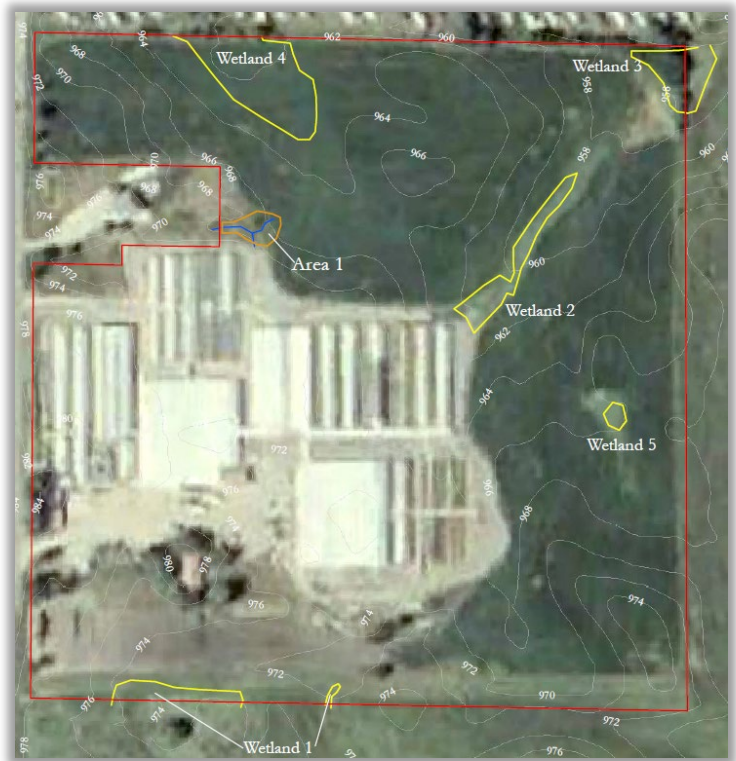
Memos from the City Engineer and Public Safety are enclosed in this report as well as incorporated into the following analysis as appropriate. The applicant is responsible for reviewing the entirety of both memos and incorporating the feedback as the project moves forward.

Use

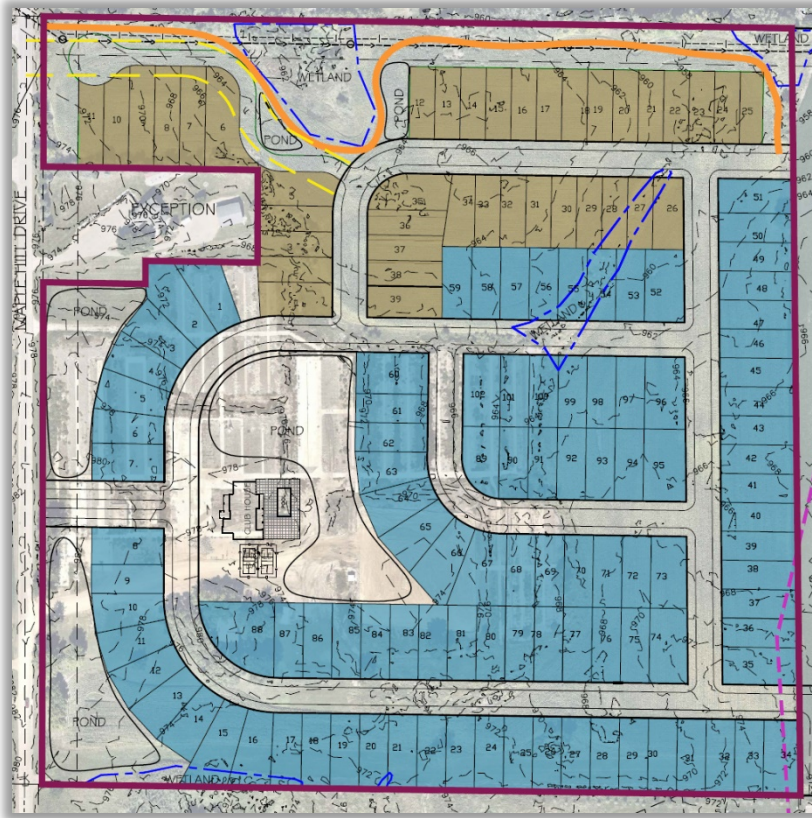
The concept plan for “Amira Village” proposes an age-restricted, 55+ active adult/senior living rental community to be developed by United Properties. The plan includes 141 single-family villas with two-car attached garages, smart-home technologies, and either a deck or patio. The narrative explains the intention to provide the following amenities within the community:

- Centrally located clubhouse with an outdoor kitchen.
- Fitness center.
- Social room with prep kitchen facilities.
- Outdoor pool and hot tub.
- Pickleball and bocce ball courts.
- A pet exercise area.

All of these uses are permitted by-right within the RSF-2 zoning district.



Wetland Delineation Exhibit



Sketch Plat

Density

The concept plan estimates a net density of roughly 3.9 unites/acre. This is within the required 3-5 units per acre required for the low density residential land use designation. The math behind the calculation was not included in the application submittal. It is possible the post-development calculations will come back slightly higher than 3.9 unites/acre once features such as wetlands and wetland buffers are removed from the calculations. Staff believes the proposed development would still be within the 3-5 unites/acre range.

Lot Analysis

The lot standards for the RSF-2 district are as follows:

RSF-2	Standard
Minimum Lot Area	11,000 sq. ft.
Minimum Lot Width	80 ft.
Minimum Principal Structure Setbacks	
- Front, Major Roadways	100 ft.
- Front, All Other Streets	20 ft.
- Front Porch (less than 120 sq. ft.)	15 ft.
- Side (living)	10 ft.
- Side (garage)*	5 ft.

- Rear	30 ft.
Maximum Principal Building Height	35 ft.

* Minimum separation between structures on adjacent parcels shall be 15 ft.

However, residential PUDs are more often compared to the district standards of RSF-3. The Zoning Ordinance states that the RSF-3 district “is intended to be the primary single-family zoning district for future residential developments.” The setbacks are the same in RSF-3 as RSF-2, but there are smaller lot size standards as provided in the table below.

RSF-3	Standard
Minimum Lot Area	7,500 sq. ft.
Minimum Lot Width	65 ft.

The concept plan proposes 39 lots with a width of 44’ and 102 lots with a width of 50’. The home sizes are expected to range from 1,200 sq. ft. to 2,500 sq. ft. The sketch plan notes proposed standards to be considered under a Planned Unit Development (PUD) district (areas where flexibility is desired are in red text):

Proposed PUD Standards	Standard
Minimum Lot Area	Not provided; but it appears flexibility would be required.
Minimum Lot Width	44’
Minimum Principal Structure Setbacks	
- Front Setback	20’
- Front Porch (less than 120 sq. ft.)	15’
- Minimum Side Setback	4’
- Minimum Rear Setback	20’
Maximum Principal Building Height	35 ft.

For the sake of comparison, Bellwether was approved with a minimum lot width of 44’, and Bass Lake Crossing South was approved with a minimum lot width of 40’. These PUDs were approved with a minimum lot area of 5,000 sq. ft. and 5,103 sq. ft, respectively. Several residential PUDs have a 5’ side setback with a minimum separation between structures of 10’. The City has not approved a PUD with side setbacks of only 4’ before, but this does meet fire code with the use of a firewall. A rear setback of 20’ was granted in Rush Creek Reserve. The more common rear setback granted to PUDs is 25’.

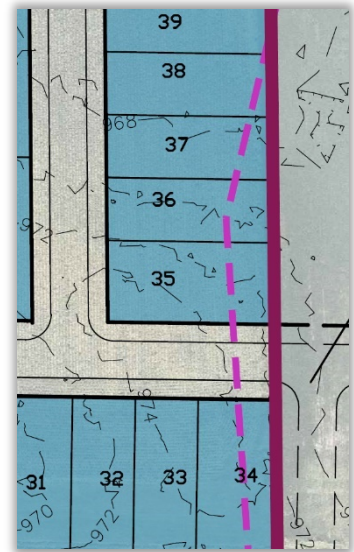
The Council is asked to provide feedback on the proposed PUD lot standards.

The City recently approved an updated lot width definition to allow lots on a cul-de-sac to measure the lot width at the required front setback. However, staff notes that there are a few lots on a curve, but not a cul-de-sac, that are shown as a 50’ lot but may measure less than 44’ wide at the front property line. The lot dimensions would be

further reviewed as part of a preliminary PUD/plat application. The Council should provide feedback if they are willing to consider allowing lots on a curve to measure the lot width at the required front setback as part of a PUD. This flexibility has been granted for previous PUDs, such as Rush Creek Reserve.

Shoreland Overlay District

The standards for the Shoreland Overlay are provided in Section 1050.020 of the Zoning Ordinance. The shoreland overlay district extends 1,000 feet from the ordinary high water level (OHWL) of Cook Lake. The district boundary is indicated on the plans along the southeast corner of the property and crosses over lots 34-39. Cook Lake is a Natural Environment Lake, so there are additional lot standards applied which are outlined in the table below. Areas where flexibility would be required are provided in red.



Shoreland Overlay District Boundary

	Shoreland Overlay	Proposed PUD Standards Lot 34-39
Minimum Lot Area	20,000 sq. ft.	Estimated 6,250 sq. ft.
Minimum Lot Width	125'	50'
Setback from OWHL	150'	150'
Impervious Surface Limit	25%	Percentage unclear; building pad, driveway, and patio/deck will likely exceed 25%.

The Council may choose to discuss if they are open to PUD standards that deviate from the Shoreland Overlay District standards and to what extent. Previous PUDs that allowed flexibility from the Shoreland Overlay District standards include Bass Lake Crossing and Cook Lake Highlands.

Residential Architectural Standards

Section 1040.040, Subd. 8 provides design standards for single-family homes that are applicable to properties within the RSF-1, RSF-2, and RSF-3 zoning districts. The applicant would be expected to comply with these standards unless specific flexibility is requested and granted. Three concept elevations were provided in the application submittal and are attached to this report. Further, the narrative explains the exterior design of each home will be harmonious with varied elevations and color schemes. The code requires a minimum of five different front elevation styles through the development. At least two additional elevation styles will need to be added that provide additional variations in color, accents, and/or building materials.

The front elevation must consist of brick, stone, stucco, fiber cement board, redwood, cedar, or a similar material with a minimum of two different materials required. Vinyl can also be used with a minimum of 3 different variations in color, style, and/or material required.

Additionally, the front elevation shall have no more than 75% of any one type of exterior finish unless the finish is brick, stucco, and/or stone. Not enough information was provided to confirm the submitted elevations comply with these standards. The building materials and percentages would need to be confirmed in the preliminary application.



Concept Elevation 1

The residential architectural standards require the front elevation to consist of doors, windows, and variations of the wall face with the use of architectural elements such as pilasters or columns, wainscots, or canopies. The submitted concept plans do not comply with this standard, and an architectural element will need to be added to the elevations.



Concept Elevation 2

Garages must be architecturally styled to match the exterior design of the home and must not comprise more than 55% of the viewable ground floor street-facing linear building frontage. The concept elevations look to be able to comply with this standard. However, the measurement and percentage of the garage structure would be confirmed with the preliminary application.

Allowable roofing materials include asphalt shingles, wood shingles, concrete, clay, ceramic tile, or residential steel roofing with hidden fasteners. Roof overhangs must be at least 12 inches. It appears the submitted concept elevations will be able to comply with these standards.

Each façade that is visible from a street shall receive equal architectural treatment. This will likely be necessary for lots 3-7, 8-13, 34-35, 51-52, 73-74, 88, 60, 89, 95-96, and

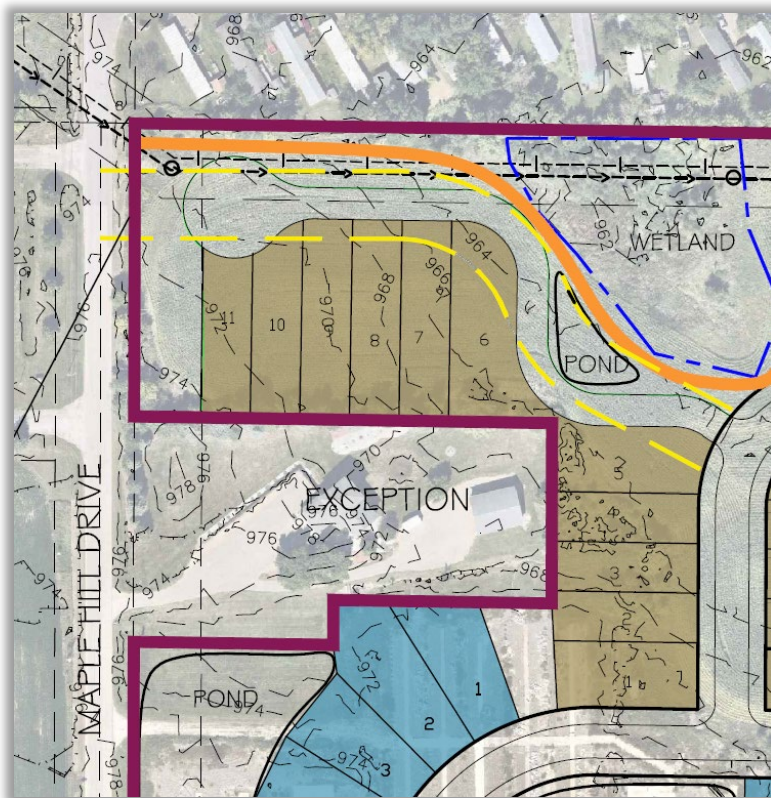
102 of the 50' wide lots. Additionally, lots 1, 5-6, 11, 26, 35, and 39 of the 44' wide lots may also have an additional façade visible from a street. All other elevations that are not visible from a street must make an effort to incorporate elements from the front elevation, and each side elevation must include at least one window or door opening. Finally, a maximum of 18 inches of the foundation may be exposed on any elevation.



Concept Elevation 3

Again, the applicant has not requested flexibility from the underlying residential architectural standards at this time. However, the Council may choose to discuss whether any standards may be negotiable and to what extent.

Streets & Access



Northwest Corner Access

The sketch plan shows a central primary access into the development from Maple Hill Rd. The plans reflect a design compatible with a future connection to Fir Lane North to the southeast when the property to the east is developed. The homes in the northwest corner look to be served by a private road with a cul-de-sac. The applicant's narrative explains that the cul-de-sac and road in the northwest corner of the site could be adjusted to allow for a secondary access from Maple Hill Rd to support emergency vehicles. Staff prefers that the applicant work with the property owner to the east to extend Fir Lane

North as a part of the Amira Village development. However, the Engineering Memo provides that the proposed emergency access in the northwest corner is an option if approved by Public Safety. The Public Safety Memo notes that a minimum road width of 20' is required for emergency vehicles and recommends no parking signs to be posted along the roadway in the northwest corner (particularly if it remains a cul-de-sac). Public Safety would review the plans further at the time of the preliminary application.

The Engineering Memo explains that improvements to Maple Hill Rd will likely be needed. A feasibility study will be required to understand the extent of improvements required. Upgrades to the condition of Maple Hill Rd will likely benefit existing residents that utilize Maple Hill Rd (Bass Lake Crossing, Maple Hill Estates, etc.) as well as the users of Good Shepard Lutheran Church. Historically, this has been seen as a PUD benefit for other developments. The Council may choose to discuss whether they see improvements to a pre-existing condition a PUD benefit to offset requested flexibilities.

Finally, staff recommends a ghost plat for the exception parcel to show how access could be removed from Maple Hill Drive and be served by Amira Village should that parcel be redeveloped.

Parking

Parking standards are provided in Section 1060.060 of the Zoning Ordinance. Single-family homes require two parking spaces per unit. The narrative and concept elevations confirm the homes will have attached 2-car garages. This, in addition to parking space within driveways, satisfies the parking requirements. However, the Council may choose to discuss whether they think additional guest parking should be accommodated on the site as a part of PUD negotiations. Guest parking has not been typically required for single-family home PUDs in the past.

The parking performance standards require a 10' side setback that is applied to drive aisles/driveways. The concept plan does not provide driveway locations, so it is unclear if flexibility to the driveway setback is necessary for this project. Based on the concept elevations submitted with the application, it appears likely that a 5' driveway setback would be needed. For reference, Bass Lake Crossing has a 5' driveway setback from the side property lines. The Council may choose to provide feedback on whether they are open to considering a similar setback for the Amira Village development.

Utilities

The Engineering Memo touches on various items related to municipal sewer and water for the site. As part of the feasibility study, Engineering will review the need to loop the watermain to the existing water network to the south. Valve and hydrant locations will be reviewed at the time of final plat, and the Public Safety Memo recommends locating a fire hydrant within 100' of the common building shown on the sketch plat.

Stormwater Management

The concept plan shows 5 stormwater ponds located on the western half of the site. The Engineering Memo explains the site currently drains to the northeast where there is a lowland area adjacent to Maple Hill Estates. Additionally, there may be an existing drain tile which also contributes to drainage patterns going east. Drainage for the site will be reviewed further with the preliminary and final plats as part of a stormwater management plan to ensure stormwater is managed without impacting adjacent properties and complies with the City's and Elm Creek Watershed Management Commission's standards.

Wetlands

There are five wetlands located on the site. Two of the wetlands are considered seasonally flooded basins (Type 1), and the remaining three wetlands are considered fresh wet meadows (Type 2). None of these wetlands are included on the City's Natural Resources Communities Quality Ranking Map. The City assumes wetlands not included on this map to be of medium quality. However, there is a MNRAM process with the State of MN the applicant can pursue to confirm the wetlands are considered low quality to reduce the required buffer area. Based on the concept plan, it appears the applicant plans to impact three of the wetlands while preserving the two wetlands along the northern border of the property. Impacts to wetlands must be reviewed and approved through the appropriate WCA permitting process. If for some reason approval is not granted, the lot design would need to be modified accordingly to avoid the wetland(s) and account for the required wetland buffer(s). Wetland buffers will be required for any unimpacted wetlands and will need to be shown along with the required wetland buffer monuments at the time of preliminary plat. The applicant will need to confirm whether they plan to use existing buffers as allowed and defined by City Code or if they plan to establish new buffers.

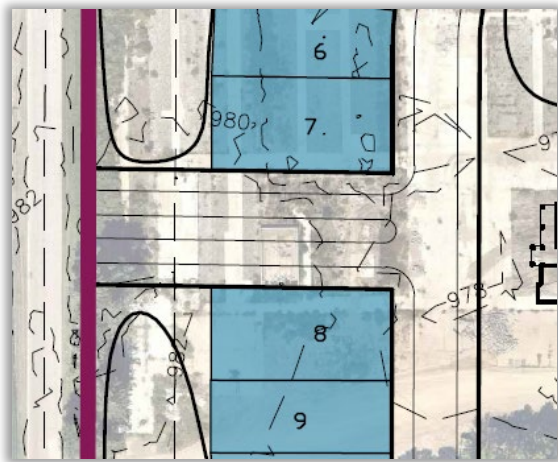
Lighting

Street lighting will be required as a part of the development. A lighting plan was not provided, but the applicant would be expected to comply with the performance standards in Section 1060.040 of the Zoning Ordinance. Street lighting locations will be reviewed by Public Safety with the final lighting locations determined at the time of final plat.

Landscaping

A detailed landscaping plan was not provided. Landscape standards are provided in Section 1060.070 of the City Code. Residential uses must provide one overstory tree

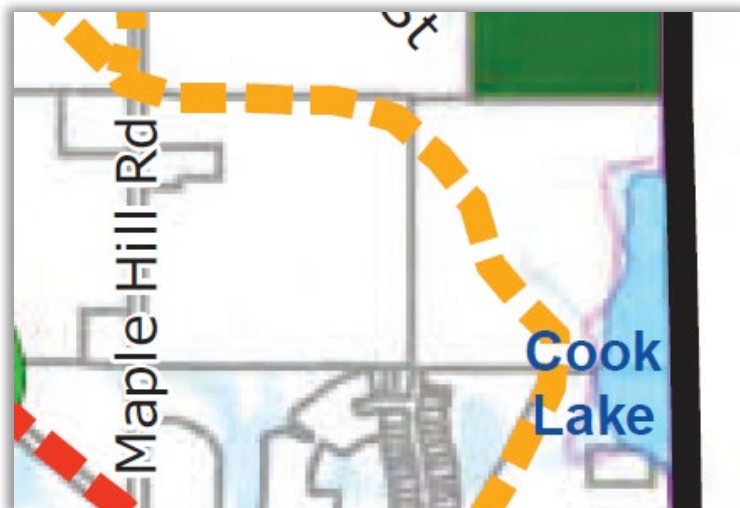
per dwelling unit. The applicant is expected to comply with this standard. The Council may choose to discuss whether they believe more vegetation requirements should be established as a part of the PUD negotiations. The concept plan seems to show a boulevard area within the primary entrance of the development. Previous Councils have seen a well landscaped boulevard visible from public streets as a PUD benefit. The Council may choose to discuss whether additional landscaping of this boulevard is a PUD benefit they would consider to offset the requested flexibilities.



Entrance Boulevard

Trails and Parks

A proposed off road trail is shown along the northern property line in the Parks and Trails Plan in the 2040 Comprehensive Plan. This trail is reflected on the proposed sketch plat. The developer would get park dedication credit for the area of the easement for the off-road trail. The developer is responsible for the base (grading and gravel) of the trail, and the City typically reimburses the developer for pavement. However, if the developer is open to paving the trail at their cost, then this has historically been considered a public benefit for PUDs. The Council may choose to discuss whether they believe this could be a benefit of the PUD to offset some of the requested flexibilities. The trail location would be further reviewed by the Parks and Trails Commission at the time of preliminary plat.



2040 Parks and Trails Plan

The Council may choose to discuss whether they believe this could be a benefit of the PUD to offset some of the requested flexibilities. The trail location would be further reviewed by the Parks and Trails Commission at the time of preliminary plat.

Signage

No signage is discussed in the narrative or shown in the sketch plan. Signs throughout the development must comply with Chapter 84 of the City Code. Residential uses are allowed 2 freestanding signs with a sign copy area of up to 32 sq. ft. with a height of 6'.

Rental Dwelling Ordinance Draft

The applicant's narrative explains United Properties hopes to provide the single-family homes in Amira Village as a rental housing option for seniors. The City Council is working on a rental dwelling ordinance that would limit the amount of rental licenses that can be owned by a single entity as well as the density of rental dwelling units on a block within low density residential areas (5 units/acre or less). As the draft is currently written, the Council would need to grant an exemption for United Properties. This process is still being outlined, and the ordinance is not yet in effect. The Council may choose to consider whether an intentional rental community with full-time, on-site management is a situation where an exemption would be justified should the Ordinance move forward. The density limit would also need to be waived for this development under the current rental draft. The draft allows this to be done under a "temporary" permit, so should the Council consider allowing the exemption, the draft will likely need to be revised to allow the Council to grant a long-term permit. This revision could be made specific to intentional rental developments.

Buffer Ordinance Draft

Based on the most recent draft of the buffer ordinance reviewed at the January 26th Council Work Session, a buffer yard would be required on the east and south property lines. Along the east property line, a buffer yard class of "A" would apply. The planted buffer yard options are provided in the table below. Along the south property line, the development would be required to maintain a side and rear setback equivalent to the rear setback, but no additional plantings are required. This could make lot 34 of the 50' wide lots unbuildable. This development would not be expected to buffer from the trailer park.

Buffer Yard Class	Width	Overstory Plantings	Understory Plantings	Shrubs	Structures
A	10'	1	2	0	None
	15'	1	1.5	0	None
	20'	0.5	1.25	0	None

As of this staff report, the Buffer Ordinance is not yet adopted. However, it appears a small buffer yard along the east property line could be accommodated. It may result in smaller lots than anticipated in this area of the development, but the Council can choose to discuss if they see this as a PUD benefit for negotiations to offset the requested flexibilities.

Summary of Flexibilities & Benefits for Discussion

The applicant specifically asked for the following PUD standards that deviate from the RSF-2 and RSF-3 district standards:

- Lot width minimum of 44'.

- Side setback of 4'.
- Rear setback of 20'.

Additionally, staff noted the following flexibilities that will likely be needed for the plan to move forward as drafted:

- A reduced lot size from the 7,500 square feet allowed in RSF-3.
- Lot width minimum of 50' within the Shoreland Overlay.
- Minimum lot size of approx. 6,250 square feet within the Shoreland Overlay.
- An increased maximum impervious surface limit within the Shoreland Overlay District.
- Measuring lot width at the required front setback for lots on a curve.
- A 5' driveway setback from the side property lines.

Lastly, understanding the intention to establish a rental dwelling ordinance, the applicant is requesting Amira Village be considered for an exemption from the license and density caps currently contemplated in the draft.

The following potential benefits for negotiation were identified in the staff report:

- Improvement of Maple Hill Road to the benefit of existing residents, church users, and future residents.
- A landscaped boulevard at the development entrance.
- Pavement of a public trail at the developer's expense.
- A planted buffer along the east property line.
- Additional landscaping standards.

Additionally, staff believes an argument could be made that Amira Village ensures an appropriate transition between the 50' lots of Bass Lake Crossing to the south and the manufactured home park to the north. This is currently listed as an intent/goal of the PUD district and may be seen as a public benefit.

Next Steps

Assuming this project moves forward, the next steps are outlined below:

1. Feasibility Study.
2. A land use application for a Rezoning, Preliminary PUD Plan, and Preliminary Plat.
3. A land use application for a Final PUD and Final Plat.
4. Watershed approval of City-approved final grading and stormwater plans.
5. WCA permitting for wetland impacts.

Recommendation

Staff recommends that the City Council review and discuss the sketch plat and provide the applicant with informal comments. The Council should provide clear direction to the applicant so that they can decide whether to proceed with a formal application. Any

comments given by the City Council are advisory in nature and non-binding. While the comments are non-binding, the applicant will consider the input from the City Council when they prepare their formal submittal.

Attachments:

1. Applicant's Narrative
2. City Engineer's Memo
3. Public Safety Memo
4. Sketch Plat
5. Amira Village Concept Packet with Elevations



**UNITED
PROPERTIES**

250 Nicollet Mall, Ste 500
Minneapolis, MN 55401
(952) 835-5300

1331 17th Street, Ste 604
Denver, CO 80202
(720) 898-8866

1617 West 6th Street, Ste A
Austin, TX 78703
(512) 866-6500

Amira

Amira Village — Concept Sketch Plan Review Project Narrative

Chastek Greenhouse Parcel

Corcoran, MN

January 23, 2023

The proposed development — branded as “Amira Village” — is an age-restricted, 55+ Active Adult/Senior Living rental community to be developed by United Properties. The planned community will encompass approximately 40 acres of land, currently occupied by Chastek Greenhouse, Inc.

Located north of the existing Bass Lake Crossing development and east of Maple Hill Road, the site will have primary access off Maple Hill Road and designed for a future connection extension to Fir Lane North. A secondary access to Maple Hill Rd is included in the concept design to support the needs of emergency vehicles if needed. Situated in a growing area, our residents will have easy access to shopping, dining, healthcare and recreational opportunities.

Amira Village will offer approximately 141, well-appointed single-family villa homes, featuring flexible floorplans and a wide variety of amenities for a vibrant, maintenance-free lifestyle:

- Centrally located clubhouse with outdoor kitchen
- Fitness Center
- Social room with prep kitchen facilities
- Outdoor pool / hot tub
- Pickleball Courts and Bocce Ball



**UNITED
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1617 West 6th Street, Ste A
Austin, TX 78703
(512) 866-6500

- Pet exercise area

Amira Village will offer maintenance-free living with thoughtfully designed indoor and outdoor spaces and premium finishes and fixtures. Home sizes start at approx. 1,200 sf on 44' wide lots and will range from 1,450 to 2,500 sf on the 50' wide lots. There will be a mix of patio homes and floor plans with basements. All homes will consist of two-car attached garages, quality finishes, smart-home technologies and will incorporate a deck or patio.

The exterior design of each home will be harmonious to its surroundings and feature beautiful architecture, non-monotonous elevations, and varying color schemes.

The beautifully landscaped grounds will pay specific attention to enhancing the central common area and buffering for the yards of neighbors immediately north and south. Sidewalks, walking paths and programmed activities located within the community are designed to encourage physical activity and social engagement. United Properties works with preeminent local operators who employ an on-site community manager, maintenance technician, and life enrichment director, to deliver best-in-class services for our residents.

Rental rates will vary based on home size and will be very competitive to the cost of homeownership. Monthly rent will include high-speed internet, cable television, water & sewer, trash removal, home maintenance, as well as landscaping, snow removal services, and secured access to all common amenities. Rental terms are flexible and designed for residents to "Lock & Leave" as they enjoy the freedom to travel, volunteer, or pursue their passions.

Amira's core values include creating a sense of belonging for every resident —a commitment to fostering a sense of community and prioritizing meaningful experiences. Our communities provide older adults the opportunity to live and thrive within environments where they feel supported, engaged and connected. Residents can focus on what matters most to them: community, family, friends, interests and more. A robust calendar of scheduled activities encourages creativity and wellness for a fun and active lifestyle.



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Austin, TX 78703
(512) 866-6500

United Properties' 18 years of experience in senior living sets a new standard for senior housing options with forward-thinking designs and resident-focused solutions. United Properties has completed over 30, multi-family projects that support the full continuum of senior living and currently owns over 1,200 units. United Properties is excited to expand its Amira brand to include this innovative single-family community model, fittingly named Amira Village.

Sincerely,

Dave Young

Vice President

United Properties

Encl:

Concept Site Plan

Concept Elevations

Concept Imagery

Community Map

Amira Family Brands

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

Project: Amira Village - Chastek Concept Date: February 13th, 2023
Review

Exhibits:

This Memorandum is based on a review of the following document:

1. Concept Plan – Amira Village, Dated January 23rd, 2023

Comments:General:

1. In addition to engineering related comments, the proposed plans are subject to additional planning, zoning, land-use, and other applicable codes of the City of Corcoran.
2. Final approval by the Elm Creek Watershed Management Commission must be attained before any site grading or activity may commence.
3. An encroachment agreement shall be required for all site improvements or items placed within the City ROW or easements.
4. A demolition permit shall be obtained prior to construction activities beginning.

Plat:

1. The applicant shall have all drainage and utility easements provided and shown and all platting requirements met per the City Code. Drainage and utility easements (5' – 10') shall be provided along property lines, as standard per City requirements.
2. Existing easements which conflict with the proposed plan will need to be vacated, and City is aware of an access agreement for adjacent property owner along the south property line.

Erosion Control/SWPPP

1. Preparation of and compliance with a SWPPP shall be required for construction.

Transportation

1. All roadways shall match City standard details.
2. It is anticipated that improvements to Maple Hill Road will be necessary with this development. The scope for the roadway improvements would be further reviewed at the time of the feasibility study.
3. The private road for possible public ROW access should be reviewed by public safety. Private roads shall at a minimum be constructed to the city standard section.
4. Temporary turnarounds meeting City standards are required at the end of dead-end streets to facilitate emergency vehicle movements.
5. Access provided to exception piece in future.

February 13, 2023

Amira Village - Chastek Concept

Kevin Mattson

Page 2 of 2

Site Plans

1. The existing and proposed drainage and utility easements shall be clearly shown and labeled on all plan drawings.
2. Street lighting locations shall be reviewed by public safety and final lighting locations shall be determined at the time of final plat.
3. If access to the adjacent Bass Lake Crossings development is necessary, applicant shall be responsible for obtaining all necessary easements for the access.

Grading /Stormwater

1. Stormwater from the site generally drains to the northeast of the site to a lowland area adjacent to the neighboring property Maple Hill Estates. It is believed that an existing drain tile also drains the area to the east. The drainage in this area will need to be reviewed with the preliminary plat and final plat to ensure drainage from this site is managed without impacting adjacent properties.
 - o Any offsite drainage improvements necessary to mitigate the proposed development is the developer responsibility. This will be reviewed with the feasibility study.
2. The southern property line has wetlands and WCA process will determine if the lots need to be modified or if the wetlands can be impacted.
3. A stormwater management plan shall be provided to confirm that stormwater management is in accordance with City of Corcoran and Elm Creek Watershed Management Commission Standards.
4. Reference the City of Corcoran Stormwater Guidelines for Development Review for standards for stormwater systems and modeling.
5. The wetland buffer zones and wetland buffer signage shall also be clearly identified and labeled.
6. Label clearly on plans EOF's for all areas where water will be collected including all low areas in roadways and greenspaces.
7. All drainage swales shall maintain a minimum of 2% slope and all slopes should be 4:1 or flatter unless approved by the City Engineer.
8. If wetlands are impacted, they shall be reviewed and approved through the appropriate WCA permitting process.
9. At the time of preliminary plat, the wetland buffers should be identified as either newly established wetland buffers or whether they are existing buffers as defined by City Code.

Watermain/Sanitary Sewer

1. Plan and profiles for all utilities shall be provided at the time of final plat submittals.
2. Valve locations to be reviewed at time of final plat. Generally, valves shall be located at all intersection as one less valve than the number of legs. Valves should typically be located out from the end radius points unless specific circumstances don't allow.
3. Hydrant spacing to be reviewed by Public Safety at time of final plat.
4. Watermain likely will need to be looped to the existing water network to the south. Additional details will be reviewed at the time of the feasibility study.

End of Comments



CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340

763.420.2288

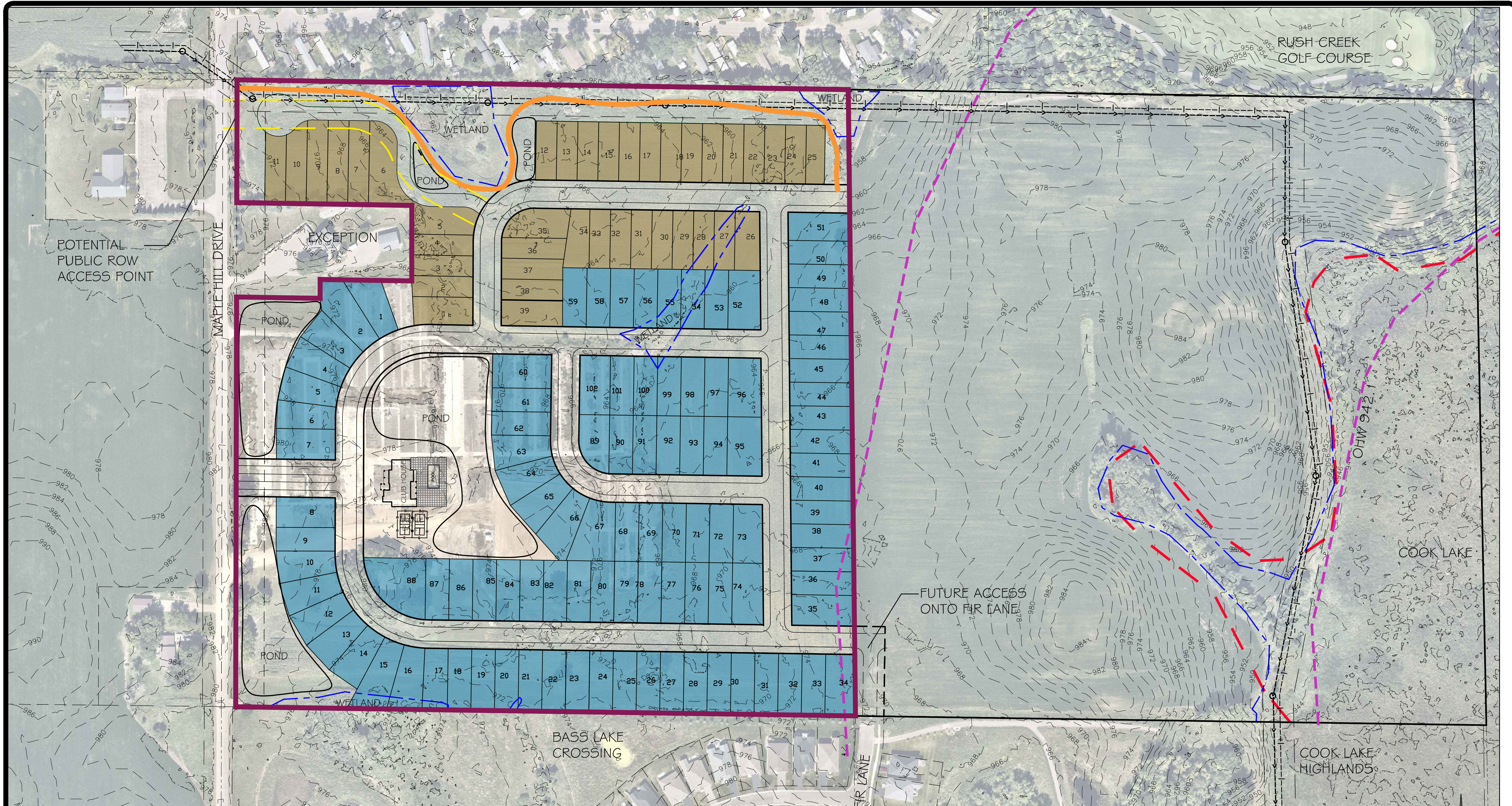
E-mail - general@corcoranmn.gov / Web Site - www.corcoranmn.gov

Memo

To: Planning (Planners Lindahl and Davis McKeown)
From: Lieutenant Burns
Date: February 6, 2023
Re: City File 23-003 Amira Village (Chastek Property)
Sketch Plan

A Public Safety plan review meeting was held on February 1, 2023. In attendance were: Lieutenant Ryan Burns, Planner Davis McKeown, Fire Chief Feist, Fire Chief Leuer, Fire Chief Malewicki, Building Official Geske, and Construction Services Specialist Pritchard. The comments below are based on the preliminary review of the concept plans received by the City on January 23, 2023 and are intended as initial feedback as further plan review will need to be completed as construction plans becomes available.

1. Recommended to post no parking signs on the private road shown in the northwest corner of the property.
2. The cul-de-sac in the northwest corner of the site must be built to City spec.
3. Private roads must be at least 20' wide for fire access.
4. A review of all the hydrant locations will be required with the fire chief for final approval.
 - Recommend locating a fire hydrant within 100' of the common building.
5. Prefer the future access point shown in the southeast portion of the site to be constructed at the time of the project, not with a future project.



SITE DATA:
 GROSS AREA: ±38.1 ACRES
 WETLAND/FLOODPLAIN: ±1.5 ACRES
 NET DEVELOPABLE AREA: ±36.6 ACRES

ZONING: RSF-2
 2040 GUIDE PLAN: LD LOW DENSITY RESIDENTIAL (3-5 UNITS/ACRE)

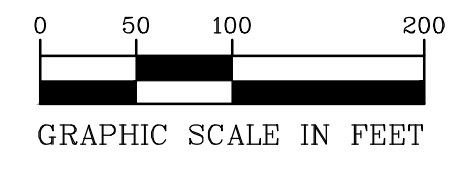
PROPOSED UNITS: 141
 50' VILLA: 102
 44' VILLA: 39
 NET DENSITY: ±3.9 UNITS/ACRE

RSF-2 STANDARDS:
 AREA: 11,000 SF
 WIDTH: 80'
 FRONT SETBACK: 20' GARAGE, 15' FRONT PORCH
 SIDE SETBACK: 10' LIVING SPACE, 5' GARAGE
 MINIMUM STRUCTURE SEPARATION 15'
 REAR SETBACK: 30'

PROPOSED PUD STANDARDS:
 VILLA LOTS:
 WIDTH: 50' AND 44'
 FRONT SETBACK: 20'
 SIDE SETBACK: 4'
 REAR SETBACK: 20'

- WETLAND EDGE (ESTIMATED)
- PROPOSED TRAIL
- POSSIBLE PUBLIC ROW ACCESS LOCATION

PUBLIC ROW LENGTH: 5,300 LF
 PRIVATE DRIVE LENGTH: 600 LF
 MAPLE HILL DRIVE LENGTH: 1,330 LF



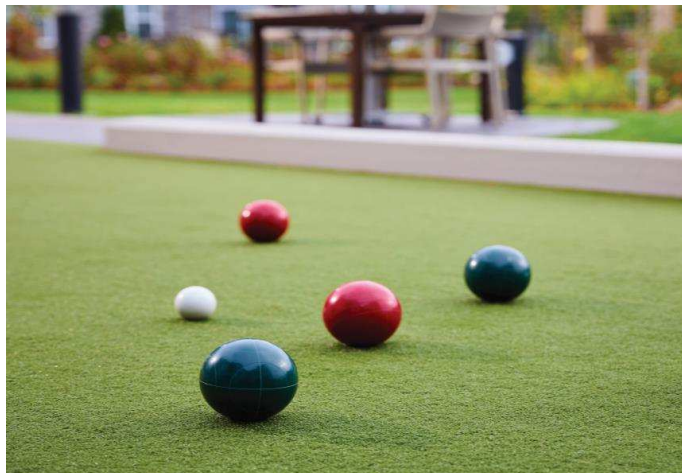
Amira

Corcoran

Amira Village Concept Elevations



Amira Village Concept Imagery



Amira Village Concept Imagery



Amira Minnesota Communities



OUR FAMILY OF BRANDS



APPLEWOOD POINTE

Amira

Amira
CHOICE

STAFF REPORT

Agenda Item: 8c.

City Council Work Session: February 23, 2023	Prepared By: Chris Hong through Kendra Lindahl, AICP
Topic: Buffer Yard Draft Ordinance (City file 22-034)	Action Required: Review

1. Description of request

The Council directed staff to conduct additional research and make edits to the buffer yard ordinance that was reviewed on January 26, 2023.

2. Background

The Council held a work session on May 12, 2022 to review the 2022 Council work plan and priorities related to natural resource ordinance updates. They discussed how buffer yard requirements would be applied, what the standards would be and how to equitably apply it as land develops and redevelops. The Council directed staff to bring back buffer yard requirements from other municipalities to see what options are available.

The Council held a work session on October 27, 2022 to discuss the pertinent questions that arose from staff's research. These included how the buffer yard requirements would be determined, what the standards of the buffer yards would be and who would own and manage them. Staff prepared a revised ordinance to reflect the Council direction.

The Council held a work session on January 26, 2023 to review the draft buffer ordinance written by staff. Council suggested changes to the draft ordinance and requested that staff conduct additional research on how other municipalities implement and enforce buffer yard requirements.

3. Implementation and Enforcement

Staff reviewed the buffer yard implementation and enforcement measures in the City Codes of cities with existing buffer yard ordinances. We then discussed how they are implemented and enforced with their respective city planners.

Medina

City Code: A document, in a form provided by the city, shall be recorded against the property over which a buffer yard lies. This document shall include, at a minimum, the location of the buffer yard, the restrictions on the use of this property, and the maintenance responsibility for the landscaping and improvements. (Section 828.31 Subd. 9)

Planner: Buffer yards are required to be managed by a homeowner's association (HOA). The language regarding their maintenance varies by HOA.

Ramsey

City Code: Vegetative Buffer "A" - A minimum 25 feet width in common ownership with the following planting schedule per 100 feet of property boundary adjacent to an impacted use (Section 117-110(c)(2)b.1.i.)

Planner: Buffer yards are required to be put into an easement to ensure maintenance. If a landowner is preserving existing trees to satisfy their buffer yard requirement, that forested area is put into a tree preservation easement.

Rochester

City Code: It is the responsibility of the landowner to maintain the bufferyard in a condition consistent with the approved plan. Failure to maintain the bufferyard and its components in a condition consistent with the approved plan shall be a misdemeanor. (Section 63.260)

Bufferyards may remain in the ownership of the original developer (and assigns) of a land use, or they may be transferred to any consenting grantees, such as adjoining landowners, a park or forest preserve district (the City of Rochester) or an open-space or conservation group, provided that any such conveyance adequately guarantees the protection and maintenance of the bufferyard for its intended purpose. (Section 63.267)

Planner: The existence of the bufferyard is verified during the certificate of occupancy review to close out the building permit.

In Medina and Ramsey, there is a discrepancy between implementation and enforcement requirements as stated in the Code and what is required in practice. Medina's City Code does not explicitly state that the buffer yard is required to be managed by a homeowner's association. Ramsey's Code only states that the buffer yard be in "common ownership" without stating how that occurs. Planners in both cities remarked that enforcement is an ongoing challenge. The planner in Rochester could not recall a time where a buffer yard was impacted but noted that it would be treated as a zoning violation if that happened.

The draft ordinance requires easement to protect the buffer to be drafted and recorded against the property. Staff was unable to connect with the City Attorney to draft a template easement for Council review, but we believe that the attached example from Ramsey could serve as a model for a Corcoran template.

As noted by Ramsey city staff, enforcement can be a challenge and has been handled on a complaint basis. The Council should discuss how they envision the buffer easements being monitored (if at all) in Corcoran.

4. Analysis

Section 1060.070 describes the landscape standards, including screening and buffering. Staff recommends adding the buffer standards to this section as Section 1060.070, Subd. 2.J.1.

The main topics of discussion at the previous Council work session were:

- Ownership of the buffer yard
- Basis for the buffer requirements (land use vs. zoning)
- Buffer yard standards
- Permitted uses within the buffer yard.

Ownership

The Council decided that they prefer flexibility in the ownership of the buffer yard. The draft ordinance allows the ownership to stay in the hands of the original developer or be transferred to a third party as long as maintenance of the buffer yard is maintained by a restrictive easement and covenants. The ordinance would allow the buffer to be a separate outlot or an easement over the affected parcels.

Basis for Buffer Yard

The Council directed staff to use zoning districts rather than the land use designation to determine the buffer yard requirements. A “Determination of Buffering Level” table was created in the draft ordinance, which pairs the zoning of the proposed development with the zoning of the existing adjacent neighborhood to determine the buffer yard requirement. It also identifies the level of buffering required, which is classified into four buffer yard classes. This is similar to the buffer yard ordinances in Medina, Ramsey and Rochester.

Staff notes that using the zoning district rather than the underlying land use designation does create some challenges when adjacent to the Urban Reserve (UR) district, which was created to “provide a holding zone until a landowner/developer makes application for development, at which time the City may rezone the affected property consistent with its designation in the Comprehensive Plan.” Under the draft ordinance, a single family development proposed in the RSF-2 district would be required to provide an “A” level buffer for the UR property regardless of the underlying land use. The UR land could be over a commercial land use or a residential land use designation.

- *What level of buffering should be required for developments adjacent to the UR district?*
- *Should some consideration be given to the future land use or should it be treated as the current land use, which is likely large lot residential or agricultural use?*

- *Is a buffer required between RR and UR which are essentially the same use? The draft currently requires an “A” buffer between a new RR subdivision and a UR parcel. Is that necessary?*

The PI (Public Institutional) district currently has a relatively high buffering requirement because of the traffic and noise from schools and churches where buffering would be desirable. Cemeteries are also allowed within the PI district but do not produce the same impacts as schools and churches.

- *Does the Council want to exempt cemeteries from the buffering that would be required in the PI district?*

The ordinance does not require buffer yards adjacent to outlots or parcels that are unbuildable (because they are outlots for stormwater or some other permanent restriction).

How would the buffer requirements apply to existing uses that expand the use or further subdivide the property? The buffer yard ordinance in Rochester details the circumstances in which developments that increase in size or intensity of use are required to increase the width of their buffer yard or the number of plantings within.

- *Should existing developments be required to add buffer yards when they subdivide or expand? For example, should Hope Church and cemetery be required to add a buffer on their existing west property line or only on the perimeter where new development is proposed?*

Buffer Yard Standards

The Council expressed a desire to provide options for developers to use to meet the intended buffer in each class. Developers are allowed different combinations of buffer yard width, overstory trees, understory trees, shrubs and a berm or fence. The “Buffer Yard Options” table in the draft ordinance provides the permitted combinations.

Developers are also given the option to use natural features such as existing topographical features, water bodies and major roadways in place of some of the buffer yard requirements. The draft ordinance gives the City Council discretion on whether or not these features will qualify.

The draft ordinance does not currently allow the width of local roadways to count towards what is required for the buffer yard. However, staff notes that a local street does provide separation from the new use and adjacent uses.

- *Should some credit be given for the local street?*

Additionally, the Council asked staff to include a provision that all new developments to use the rear yard setback as the minimum perimeter setback requirement.

The draft language includes language that exempts parcels within a development from the buffer requirement. If a developer proposes a project with new single family homes

adjacent to new townhomes in the project, no buffer yard would be required. The buffer yard is required only on the perimeter of the site.

Permitted Uses

In order to maintain the natural look of buffer yards, Council recommended that the permitted uses will be restricted to temporary structures such as benches. Recreational structures, raised bed gardens, storage sheds and stormwater ponds are not permitted.

Example

To demonstrate what the application of the draft ordinance may look like, we have included an exhibit (Attachment 3). This illustrates how the Hope Community Church development concept plan would need to be revised to allow for the required buffer yards along the north and west edges of the development (the east and west perimeter abuts major roadways and is exempt from the buffer ordinance, but subject to the larger major roadway setbacks).

5. Requested Action

Provide feedback for staff on the draft revisions to Section 1060.070 of the City Code.

If the Council supports the language in the draft ordinance, they should direct staff to schedule a public hearing at the Planning Commission. This could be scheduled for a public hearing at the April 6th Planning Commission and City Council action on April 27th.

Attachments

1. Draft Revisions to Section 1060.070 dated February 8, 2023
2. City of Ramsey Buffer Yard Easement
3. Hope Community Church concept plan with required buffer yards

1060.070 – LANDSCAPING

- Subd. 1. Purpose. The purpose of this Ordinance is to provide for a diversity of landscaping plant materials and design elements within the City through the establishment of minimum standards for landscape plans and maintenance requirements for required landscaping.
- Subd. 2. Required Landscaping and Maintenance. Prior to approval of a building permit, all semi-public, non-residence uses, and residential developments of four units or more, shall be subject to a mandatory landscape plan and specification requirements. Residential developments of less than 4 units shall not require a landscape plan but shall be required to install a minimum number of trees as outlined in this Section, item G.
- A. The landscape plan shall be developed with an emphasis upon the boundary or perimeter of the proposed site at points adjoining other property and the immediate perimeter of the structure.
 - B. Required Ground Cover. The lot area remaining after providing for off-street parking, off-street loading, sidewalks, driveways, building site and/or other requirements shall be sodded or seeded and mulched within 30 days of building occupancy or a financial guarantee shall be provided to guarantee said installation.
 - C. Required Plantings. In addition to required ground cover specified in Subd. 2(B) above and exclusive of required buffering or screening, all new development shall be landscaped using ornamental grass, shrubs, trees or other acceptable vegetation or treatment generally used in landscaping within one year following the date of building occupancy. Where landscaping is required as part of City approvals, any plant material that is diseased or dies shall be replaced with a like kind of the original size. No landscaped area shall be used for the parking of vehicles or for the storage or display of materials, supplies or merchandise, unless specifically approved by the City.
 - D. Minimum Size Requirements. All plants must at least equal the following minimum size:

Table 1 – Minimum Plant Size Requirements	
	Potted/Bare Root or Balled and Burlapped
Shade Trees (overstory)	2.5-inch diameter
Ornamental Trees (understory)	1.5-inch diameter
Evergreen Trees (overstory)	4-6 feet high
Tall Shrubs and Hedge Material (deciduous or coniferous)	3-4 feet high
Low Shrubs (deciduous)	5 gallon

- E. Spacing. Plant material centers shall not be located closer than 3 feet from the fence line or property line and shall not be planted to conflict with public plantings based on the judgment of the City staff.
- F. Types of Plantings. The landscape plan shall be reviewed by City staff to ensure that appropriate plant materials are used to accomplish the intent of the landscaping, including screening where required.
- G. Number of TreesPlantings. The minimum number of trees-plantings on any given site shall be as follows:
 - 1. Residential uses shall provide a minimum of one overstory tree per dwelling unit.
 - 2. Non-Residential Uses. Non-residential uses shall contain at a minimum:
 - a. One overstory tree per 1,000 square feet of gross building floor area or one tree per 50 lineal feet of site perimeter, whichever is greater.
 - b. One understory shrub for each 300 square feet of building or one tree per 30 lineal feet of site perimeter, whichever is greater.
 - 3. Understory Trees. Up to 50 percent of the required number of overstory trees may be substituted with the use of understory trees in combination with other design elements. In such cases, not less than 3 understory trees shall be provided for each one required overstory tree substituted.
 - 4. At the sole discretion of the City, a portion of the total number of required trees for any development may be planted at a public location when it is determined by the City that site constraints or existing vegetation limit the ability to plant on site. Cash fees based on the estimated cost of materials and installation of required

materials may be substituted for public location planting at the discretion of the City.

5. No more than 33 percent of the required number of trees shall be of one species.
- H. Irrigation. Underground irrigation shall be required on all new multi-family and non-residential development where municipal water is available.
- I. Landscape Guarantee. All new plants shall be guaranteed for 2 full years from the time planting has been completed. All plants shall be alive and in satisfactory growth at the end of the guarantee period or be replaced per the approved plan. Security in the form of letter of credit or cash shall be provided to guarantee the installation per the approved plan.
- J. Required Screening and Buffering.

1. Buffer Yards.

a. Definition. For the purpose of this Section, a buffer yard shall be a land area containing landscaping, berms, fences, or some combination thereof used to promote orderly transition between developments and to minimize the adverse impacts of differing land uses. Buffer yards shall be preserved in perpetuity by an easement or an outlet.

b. Required Buffer Yard. A buffer yard shall be required when a developing property is adjacent to or across a local street from property in a less intensive zoning district.

i. The buffer yard standards only apply to the parcels abutting the conflicting zoning district.

ii. Parcels within the same development are not required to adhere to the buffer yard requirements. The buffer yard requirement applies only to the perimeter of the development.

iii. A buffer yard shall not be required for new developments adjacent to or across a local street from a permanently undevelopable parcel, such as an outlet for stormwater ponds, but shall be required adjacent to outlots that may be developed in the future.

- c. Responsibility. Provision of buffer yards shall be the responsibility of the more intensive use and shall be required at the time of development.
- d. Location of Buffer Yard. Buffer yards, when required, shall be located on the outer perimeter of a lot or parcel, extending to the lot or parcel boundary line.
- i. Buffer yards shall not be located on any portion of an existing or dedicated public right-of-way or private street easement, unless otherwise specified by this ordinance.
- ii. Buffer yards may be located within required yard setbacks. Structures must comply with both the setbacks in the zoning district and the buffer yard requirements.
- e. Determination of Buffering Level. This subsection applies to proposed developments that are adjacent to an existing residential neighborhood. Matching the development to the adjacent existing neighborhood in the following chart determines the level of buffering required.
- i. If the proposed development is in a PUD zoning district, the underlying zoning district used to establish the PUD shall be used to determine the buffering level.
- ii. A buffer level of “X” denotes a buffer yard is not required.
- iii. Perimeter Setback. For a buffer yard requirement noted with an asterisk (*) in Table 2, the development is required to maintain side and rear setbacks equivalent to the rear setback requirement. No additional buffer plantings are required in the setback.

Table 2 - Determination of Buffering Level

		Proposed Development Zoning District										
		UR	RR	RSF-1	RSF-2	RSF-3	RMF ₁	MP	TCR	PI	C ₂	BP, I-1
Zoning of Existing Neighborhood	UR	*	X	A	A	B	C	C	D	D	D	D
	RR	X	*	A	A	B	C	C	D	D	D	D
	RSF-1	X	X	*	A	A	B	B	C	C	C	D
	RSF-2	X	X	X	*	A	B	B	C	C	C	D
	RSF-3	X	X	X	X	*	A	B	B	B	B	C
	RMF ₁	X	X	X	X	X	*	A	B	B	B	C
	MP	X	X	X	X	X	X	*	B	B	B	B

¹ Zoning district RMF includes RMF-1, RMF-2, and RMF-3

² Zoning district C includes DMU, GMU, CR, C-1, and C-2

f. Options for Buffer Yard Classes. The following table is used to list appropriate landscape buffer options to fulfill the requirements of the buffer yard classes in Table 2 of this Section. Proposed alternatives must be approved by City Council.

<u>Buffer Yard Class</u>	<u>Width</u>	<u>Overstory Plantings₁</u>	<u>Understory Plantings₁</u>	<u>Shrubs₁</u>	<u>Structures₂</u>
<u>A</u>	<u>10 feet</u>	<u>1</u>	<u>2</u>	<u>0</u>	<u>None</u>
	<u>15 feet</u>	<u>1</u>	<u>1.5</u>	<u>0</u>	<u>None</u>
	<u>20 feet</u>	<u>0.5</u>	<u>1.25</u>	<u>0</u>	<u>None</u>
<u>B</u>	<u>10 feet</u>	<u>1</u>	<u>4</u>	<u>6</u>	<u>Minimum 4-foot fence</u>
	<u>20 feet</u>	<u>3</u>	<u>6</u>	<u>9</u>	<u>None</u>
	<u>20 feet</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>Minimum 4-foot fence</u>
	<u>30 feet</u>	<u>2</u>	<u>4</u>	<u>12</u>	<u>None</u>
	<u>30 feet</u>	<u>1</u>	<u>2</u>	<u>4</u>	<u>Minimum 4-foot berm</u>
<u>C</u>	<u>20 feet</u>	<u>3</u>	<u>3</u>	<u>12</u>	<u>Minimum 4-foot fence</u>
	<u>30 feet</u>	<u>2</u>	<u>2</u>	<u>9</u>	<u>Minimum 4-foot fence</u>
	<u>30 feet</u>	<u>4</u>	<u>6</u>	<u>24</u>	<u>None</u>
	<u>40 feet</u>	<u>3</u>	<u>4</u>	<u>18</u>	<u>None</u>
	<u>40 feet</u>	<u>2</u>	<u>2</u>	<u>12</u>	<u>Minimum 4-foot berm</u>
<u>D</u>	<u>30 feet</u>	<u>6</u>	<u>9</u>	<u>36</u>	<u>Minimum 6-foot fence</u>
	<u>40 feet</u>	<u>4</u>	<u>6</u>	<u>24</u>	<u>Minimum 6-foot fence</u>
	<u>40 feet</u>	<u>8</u>	<u>12</u>	<u>24</u>	<u>None</u>
	<u>50 feet</u>	<u>6</u>	<u>9</u>	<u>18</u>	<u>None</u>
	<u>50 feet</u>	<u>3</u>	<u>4</u>	<u>9</u>	<u>Minimum 6-foot berm</u>

₁ per 100 feet of distance

₂ Fences are subject to requirements in Section 1060.080

g. Planting Requirements. All plantings shall be subject to the size and spacing requirements in Subd. 2(D) and 2(E) of this Section.

h. Natural Buffers. Any of the following buffers may qualify as an acceptable method of attainment for transitioning (in whole or in part) if deemed acceptable by City Council:

i. Existing topographical features on vacant lands such as hills and swales;

ii. Wetlands, lakes, rivers and streams;

iii. Major Roadways. Major Roadways are Principal Arterial, A Minor Reliever, A Minor Expander and A Minor Connector

Roadways as shown on the 2040 Roadway Functional Classification map in the 2040 Comprehensive Plan.

- iv. Existing wooded areas.
 - i. Use of buffer yards. Buffer yards shall be left in a predominantly undeveloped state.
 - i. Plantings in addition to those required by this ordinance are permitted.
 - ii. No passive recreation, paths, storage containers, lighting fixtures, raised planting beds or any permanent structures shall be allowed.
 - iii. Temporary structures such as benches shall be allowed.
 - iv. Paving shall be limited to areas necessary to provide access to the subject property.
 - v. Stormwater ponds and bio-retention ponds are allowed in perimeter setbacks. They are not allowed to encroach a maximum of 10 feet into required buffer yards.
 - j. Ownership of Buffer Yards. Ownership of the buffer yard will vary depending on whether it is an outlot or an easement.
 - i. Buffer yards shall remain in the ownership of the original developer, or they shall be transferred to any consenting grantees, such as adjoining landowners, a homeowners association, or an open-space or conservation group, subject to City approval.
 - ii. Any such conveyance must adequately guarantees the protection and maintenance of the buffer yard for its intended purpose in perpetuity.
 - ~~a.iii.~~ Easements protecting the buffer shall be recorded against the property and filed at Hennepin County.
2. Screening with the use of landscaping, fencing and walls should be accomplished with the existing topography where possible. When the existing topography prohibits effective screening, berming may be used.

- a. Planting screens are the preferred method of screening. The planting screen shall consist of hardy trees that will provide a minimum of 80 percent opacity year-round. Planting screens shall contain a mix of overstory and understory plantings and a mix of deciduous and coniferous materials.
 - b. Fences or walls may be used in conjunction with landscaping to provide screening. When required for screening, minimum of 80 percent opacity shall be provided. No landscaping or screening shall interfere with driver or pedestrian visibility for vehicles entering or exiting the premises.
 - c. Earth berms may be used for screening when topography requires the earth berm to adequately screen the property. Berms shall not exceed 3:1 slope.
3. Parking areas with 4 or more stalls shall be screened from properties guided or zoned residential and from public streets. Screening to a height of at least 3 feet shall be provided to screen vehicle headlights.
 4. Loading and service areas shall be screened from properties guided or zoned residential and from public streets.
- K. Building Setback Flexibility through Additional Landscaping. A reduction in the required front setback adjacent to arterial streets may be approved by the City Council if the applicant provides landscaping beyond the minimum requirements or preserves significant landscaping in this area. The required setback may be reduced up to 40 percent if the applicant provides a minimum of one overstory deciduous tree, one overstory coniferous tree, 2 ornamental trees and 10 understory shrubs per 100 feet of the length of the property line where the flexibility is requested, or preserves the equivalent amount of existing trees and shrubs. These materials must be provided in addition to the minimum landscape requirements.
- L. Parking Setback Flexibility through Additional Landscaping. A reduction in the required front setback adjacent to arterial streets may be approved by the City Council if the applicant provides landscaping beyond the minimum requirements or preserves significant landscaping in this area. The required setback may be reduced to the required front setback from other streets in that district if the applicant provides a minimum of one overstory deciduous tree, one overstory coniferous tree, 2 ornamental trees and 10 understory shrubs per 100 feet of the length of the property line where the flexibility is requested, or preserves the equivalent amount of existing trees and shrubs. These materials must be provided in addition to the minimum landscape requirements.



2194517.006

DENSITY TRANSITION EASEMENT

THIS EASEMENT IS MADE and entered into this 8th day of March, 2018, by and between Royal Oaks Realty, Inc., a Minnesota Corporation, Grantor, and the CITY OF RAMSEY, a Minnesota municipal corporation, Grantee.

A. Grantor is the fee owner of the tracts of land described as follows:

Lots 1-3, Block 1, ESTATES OF SILVER OAKS SECOND ADDITION, Anoka County, Minnesota (the Property).

B. As a condition of approval of the Estates of Silver Oaks Second Addition plat, Grantee required Grantor to grant a density transition easement for the protection of existing and required trees on a portion of the Property.

NOW THEREFORE, in consideration of Grantee's plat approval, Grantor hereby grants to Grantee, its successors and assigns, the following Density Transition Easement, which is intended to reduce and/or eliminate future controversies between Property owners concerning the forested areas that are subject to this easement.

Easement. Within the Easement Area set forth in Exhibit A, Grantor shall maintain existing natural wooded areas and ensure that the forested areas, at all times hereafter, remain (as much as is possible) in their current undisturbed condition, subject to the following:

Density Transition Restrictions. Grantor, for itself, and its successors and assigns, covenants and agrees that it shall not itself perform nor shall it give permission to any third party to perform any of the following activities within the Easement Area, as described in Exhibit A and depicted in Exhibit B:

- a. Constructing, installing, storing or maintaining anything made by man, including but not limited to buildings, structures, walkways, clothes line poles and playground equipment;
- b. Parking of Vehicles;
- c. Planting of gardens or any non-native vegetation;
- d. Storage of firewood; or
- e. Clear-cutting or removal of native vegetation or trees

Exceptions to Restrictions. Grantor, for itself and its successors and assigns, further covenants and agrees that the Easement Area shall be continued in its present condition, save and except as may be required to:

1. Control, manage and eliminate noxious weeds and prohibited invasive species. "Noxious Weeds," both "primary" and "secondary" shall be removed, but only in accordance with recommended and accepted control methods. Vegetation that is considered to be a nuisance (e.g., overhanging, damaged or dead limbs or vegetation protruding through fences), or presents a real or potential hazard to personal property, may be trimmed in accordance with accepted standards;
2. Manage restricted noxious weeds including, but not limited to, Common or European Buckthorn, Glossy Buckthorn, and Garlic Mustard;
3. Manage pathogens and insect infestations through industry accepted control strategies, which can include removal;
4. Allow the City to use and exercise its easement rights to that portion of the Easement Area that may be encumbered by a drainage and utility easement;
5. Allow any federal, state or local government agency, other than the landowner, which may have jurisdiction over the easement area to enforce any rule, ordinance, statute or regulation;
6. Install fencing in accordance with provisions of Ramsey City Code so long as said installation does not result in the removal of any woody plant or tree with a Diameter at Breast Height (DBH) of four inches or greater; and
7. Plant and/or establish native trees and other native vegetation so long as said action(s) does not result in damage to or loss of existing trees.

Inspection. Grantor grants to Grantee the right to enter upon the Easement Area for the purposes of inspection and enforcement of this Density Transition Easement and to take whatever actions are necessary to restore the Easement Property to its agreed-upon nature. Grantee may assess the reasonable costs of restoration against the Property, and Grantor waives all rights to contest those costs. Further, Grantee may enforce the terms of this Easement by any proceeding in law or in equity to restrain violations, compel compliance, or to recover damages, including attorneys' fees and costs of the enforcement actions.

No Public Access. This Density Transition Easement does not convey a right to the public to use the Easement Property nor does it convey any right of possession in the Easement Property to the public or the Grantee.

Duration. This Density Transition Easement shall be effective upon recording and shall have perpetual duration.

Binding Effect. The Property, and any portion thereof, shall be held, transferred, sold, conveyed, and occupied subject to and together with the covenants and restrictions contained in this Density Transition Easement. This Density Transition Easement shall be binding upon all parties having any right, title or interest in the Property, and their respective heirs, successors and assigns, and shall ensure to the benefit of each owner of the lots included within the Property, and shall run with the land.

Grantee

City of Ramsey, a Minnesota municipal corporation

By: [Signature]

Its: Mayor Pro tem

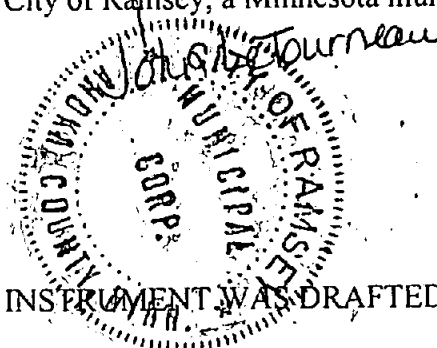
AND

By: [Signature]

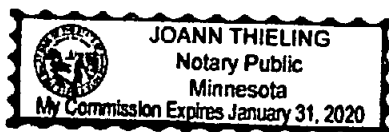
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 6th day of March, 2018, by ~~Sarah Strommen~~ ^{Pro tem}, the Mayor of the City of Ramsey, and Kurtis G. Ulrich, the Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.



[Signature]
Notary Public



THIS INSTRUMENT WAS DRAFTED BY:

City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

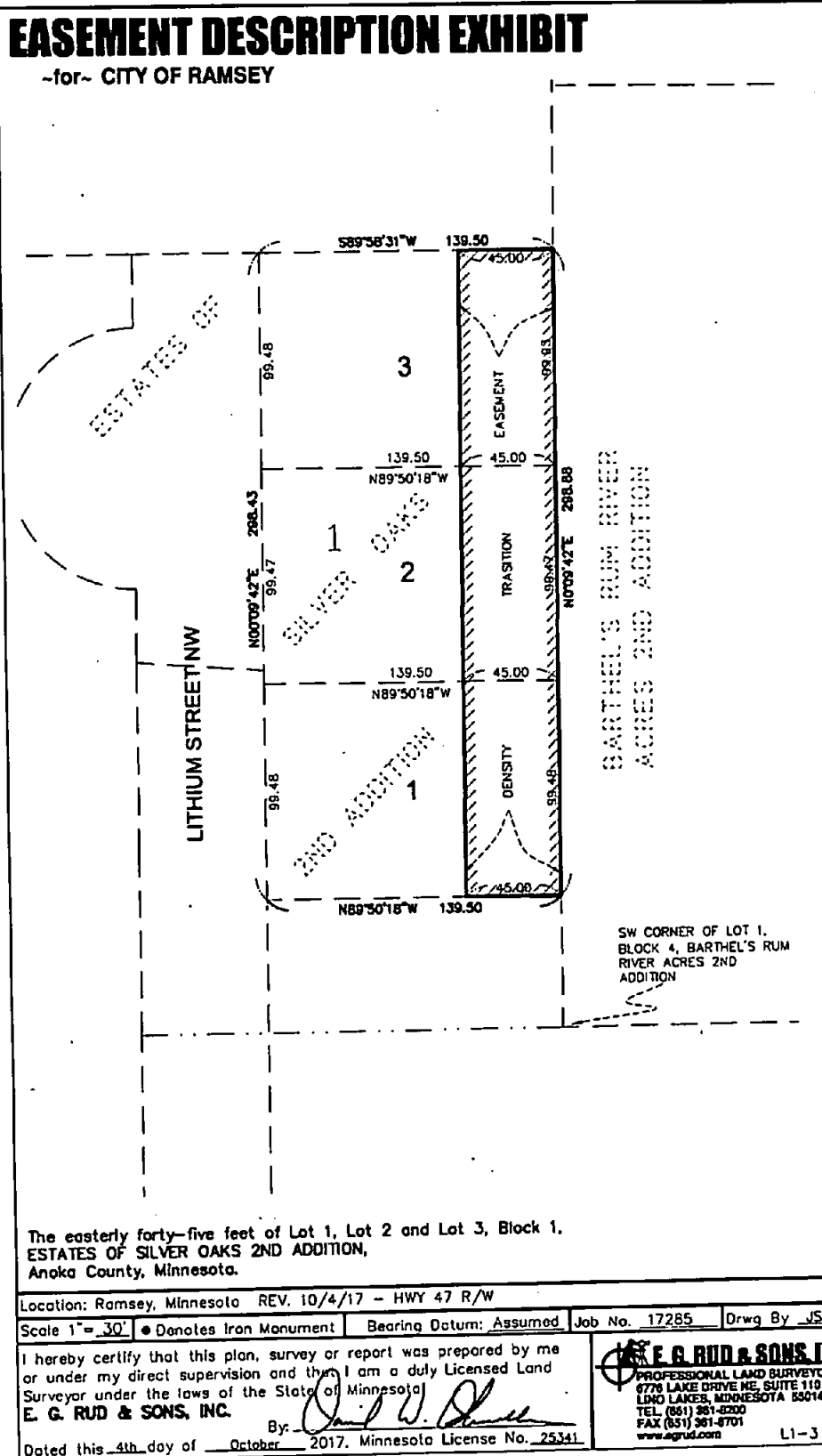
EXHIBIT A

DENSITY TRANSITION EASEMENT DESCRIPTION:

The easterly forty-five feet of Lot 1, Lot 2, and Lot 3, Block 1, ESTATES OF SILVER OAKS 2ND ADDITION, Anoka County, Minnesota.

Remainder of page intentionally left blank

EXHIBIT B



ANOKA COUNTY MINNESOTA

Document No.: 2194517.006 ABSTRACT

I hereby certify that the within instrument was filed in
this office for record on: 03/08/2018 1:41:00 PM

Fees/Taxes In the Amount of \$46.00

JONELL M. SAWYER

Anoka County Property Tax

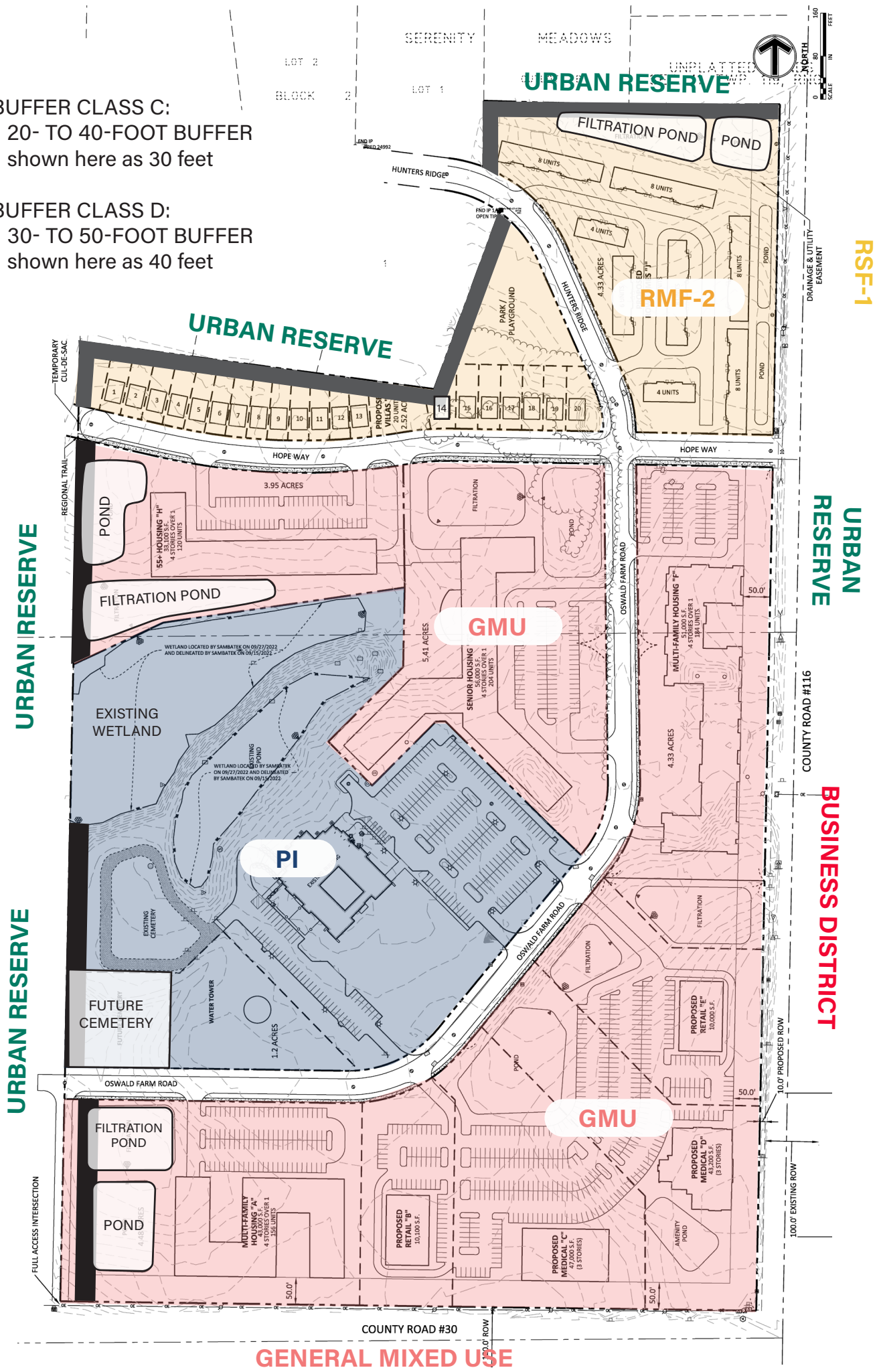
Administrator/Recorder/Registrar of Titles

ERC, Deputy

Record ID: 4097926

BUFFER CLASS C:
20- TO 40-FOOT BUFFER
shown here as 30 feet

BUFFER CLASS D:
30- TO 50-FOOT BUFFER
shown here as 40 feet



RSF-1

URBAN RESERVE

BUSINESS DISTRICT

GENERAL MIXED USE

STAFF REPORT

Agenda Item: 9a.

Council Meeting: February 23, 2023	Prepared By: Jessica Beise & Mike Pritchard
Topic: Mandatory Sewer and Water Connections & Request for Extension	Action Required: Approval

Summary:

In 2016 the City initiated the downtown utility and street improvement project, extending water and sewer infrastructure, and improving streets. The project included a deadline for properties to be connected to the water and sewer system by May 1, 2019. By request, the connection deadline was extended in 2019 until May 1, 2020, further extended in 2020, to August 31, 2021, and further extended in 2021, to June 30, 2023. In 2021 Council discussed the extension to June 30, 2023 as the final extension.

Staff has once again received a verbal request for the mandatory connection deadline to be extended. Heidi from Heidi's GrowHaus will be available to discuss her request. Staff has not received any other extension requests for the June 30, 2023 deadline.

The Council can maintain the current deadline or extend the deadline. If Council would like options to allow some additional grace they could extend the deadline to October 31, 2023 to give property owners the entire construction season to complete their work or select another date.

After Council affirms a deadline, we should send notification letters out to the remaining properties.

Please see the attached map and table for properties that have not connected.

Financial/Budget:

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

Options:

1. Affirm the existing June 30, 2023 deadline and direct staff to send notification to affected property owners.
2. Extend deadline to October 31, 2023 to allow for the entire construction season and direct staff to send notification to affected property owners.
3. Set a different deadline and direct staff to send notification to affected property owners.

Recommendation

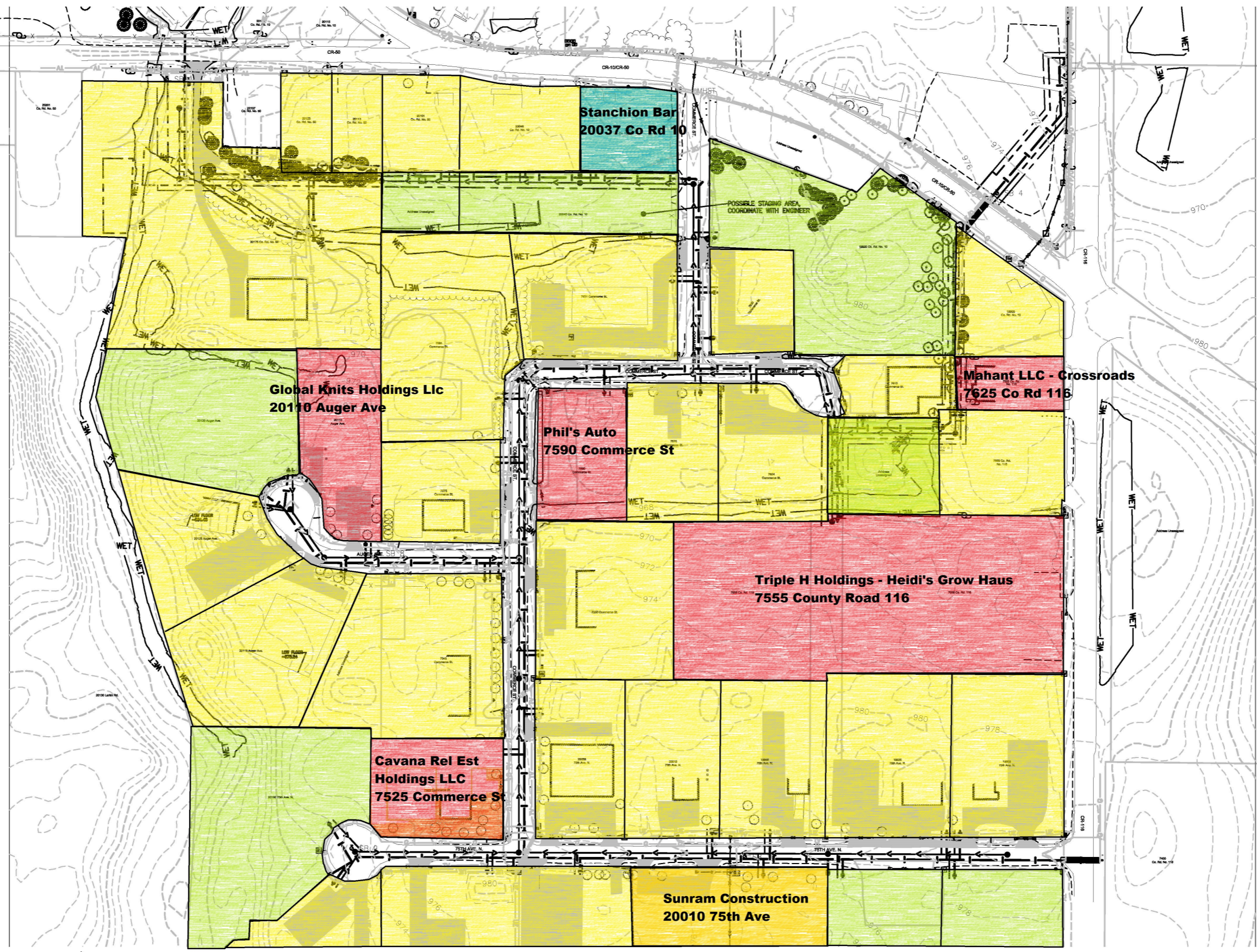
1. Affirm a final deadline for connection and direct staff to send notification to affected property owners.

Council Action:

Consider a motion to affirm a final deadline and direct staff to send notification to affected property owners.

Attachments:

1. Downtown Sewer and Water Project Status Map
2. Downtown Sewer and Water Project Status Update

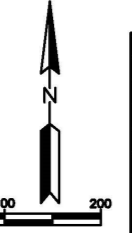


	CONNECTED
	VACANT LOT
	CONNECTED TO WATER ONLY
	ACTIVE PERMIT
	RESIDENTIAL (NOT REQUIRED)
	NOT CONNECTED

RECORD PLANS

CONTRACTOR: **JAMETTI & SONS**
 DATE: **11/3/17**

RECORD DRAWINGS ARE BASED ON INFORMATION OBTAINED THROUGH ON SITE OBSERVATION OF CONSTRUCTION AND FIELD SURVEY DATA COLLECTED BY **NPW**.



REV	REVISION DESCRIPTION	DWN	APP	REV DATE
E	RECORD PLANS	NPW	KCT	11/03/17
D	MDH REVISION	NPW	KCT	9/24/16
C	ISSUED FOR CONSTRUCTION	NPW	KCT	3/28/16
B	ADDENDUM #1	NPW	KCT	01/29/16
A	ISSUED FOR BID	NPW	KCT	01/13/16

SEAL

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.

PRINT NAME: **KENTON C. TORVE**

SIGNATURE: *Kenton C. Torve*

DATE: **01/13/16** LICENSE # **24807**

SUB CONSULTANT

PRIME CONSULTANT

Responsive partner. Exceptional outcomes.

PROJECT TITLE
**DOWNTOWN CORCORAN
 UTILITY & STREET IMPROVEMENTS**

CITY OF CORCORAN
 CORCORAN, MINNESOTA

SHEET TITLE
**COMPOSITE SITE PLAN
 SOUTH/ALTERNATE #2**

DWN BY	CHK'D	APP'D	DWG DATE	JAN 2016
NPW	KBM	KCT	SCALE	AS SHOWN
PROJECT NO.	SHEET NO.	REV NO.		
2294-23	G-106	E		

DOWNTOWN UTILITY PROJECT STATUS (updated 2/14/2023)

Owner/DBA	PID	Address	Status
Stanchion Bar	26-119-23-11-0007	20037 County Road 10	Connected to water only
MAHANT LLC - Crossroads	26-119-23-11-0013	7625 County Road 116	Not Connected
Global Knits	26-119-23-12-0012	20110 Auger Ave.	Not Connected
Phil's Auto	26-119-23-11-0029	7590 Commerce St.	Not Connected
Heidi's Grow Haus	26-119-23-11-0041	7555 County Road 116	Not Connected
Cavana Real Estate Holdings LLC	26-119-23-14-0025	7525 Commerce St.	Not Connected
Sunram Construction	26-119-23-14-0024	20010 75th Ave.	Permit Active

STAFF REPORT

Agenda Item: 9b.

Council Meeting: February 23, 2023	Prepared By: Kevin Mattson
Topic: Horseshoe Bend Drive – Drainage Improvements Feasibility Study	Action Required: Approval

Summary:

During the preliminary approval process for the proposed Garages Too development, existing drainage issues were identified in the Horseshoe Bend neighborhood.

On January 13, 2022, Council authorized staff to complete the Horseshoe Bend Drive Drainage Improvement Feasibility Study.

On May 26, 2022, the engineering team presented preliminary results in advance of final plat approval for the Garages Too development.

The final report was dependent on the approved stormwater management plan for the Garages Too site in order to incorporate the design information into the city modeling process.

Staff investigated the potential for assessing a stormwater improvement benefit consistent with the city's assessment policy, but after discussions with the city appraiser, is not recommending pursuing that option due to the anticipated low valuation (likely similar to the Corcoran Trail East/West neighborhood of \$500 per lot).

Financial/Budget:

This is an unbudgeted item. The initial commitment of \$12,250 was allocated from the General Fund Stormwater line item.

Staff recommends considering a drainage improvement project that manages the 5-Year storm event estimated at \$190,000.

Staff requests feedback on possible financing options which include 2023A Bonding and/or utilizing a portion from the General Fund Stormwater line item (projected available balance of \$25,000).

Options:

1. Accept the Horseshoe Bend Drive – Drainage Improvement Feasibility Study and direct staff to obtain an engineering design services proposal for managing the 5-Year storm event estimated at \$190,000.

2. Accept the Horseshoe Bend Drive – Drainage Improvement Feasibility Study and direct staff to obtain an engineering design services proposal for managing the 10-Year storm event estimated at \$231,000.
3. Send back to staff for further review.
4. Decline.

Recommendation:

Accept the Horseshoe Bend Drive – Drainage Improvement Feasibility Study and direct staff to obtain an engineering design services proposal for managing the 5-Year storm event estimated at \$190,000.

Council Action:

Consider a motion to accept the Horseshoe Bend Drive – Drainage Improvement Feasibility Study and direct staff to obtain an engineering design services proposal for managing the 5-Year storm event estimated at \$190,000.

Attachments:

1. Horseshoe Bend Drive – Drainage Improvement Feasibility Study - Stantec



**HORSESHOE BEND DRIVE
DRAINAGE FEASIBILITY STUDY**

February 14, 2023

Prepared for:
City of Corcoran

Prepared by:
Stantec Consulting Services Inc.
One Carlson Parkway, Suite 100
Plymouth, MN 55447

Project Number:
227704908

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7	FINANCING	8
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TABLE 2	PIPE SUMMARY FOR IMPROVEMENT SCENARIO #2: 10-YEAR EVENT
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FIGURE 2	MAJOR SUBWATERSHEDS
FIGURE 3	SUBWATERSHEDS WITH CULVERT IMPROVEMENTS

APPENDIX

APPENDIX A	HYDROCAD DIAGRAM AND SUMMARY MODEL RESULTS
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1 Executive Summary

The City authorized Stantec to provide a feasibility study summarizing a modeling analysis for improving drainage within the southern portion of the Horseshoe Bend neighborhood that drains northeast towards Rolling Hills Road and a significant wetland complex. The neighborhood ditch and driveway culvert system does not convey runoff to current standards and results in driveway overtopping, road overtopping and low yards which remain wet for long periods of time.

The overall drainage area is 76 acres (Figure 1) and a recent approval (Garages Too) resulted in development on 5.2 acres within the upper watershed along Horseshoe Bend Drive. The development was required by the City and watershed approvals to maintain proposed flow rates equivalent to existing rates which was accomplished by ponding for the additional 2.9 acres of new impervious.

A guideline for City drainage of new construction is to convey the 10-year storm event of 4.3 inches, therefore this study initially analyzed how conveyance could be achieved for that event. Currently driveways overtop at 1-year event (or less) as reported by residents.

However, as the analysis was developed the cost associated with a 10-year event triggered a review of smaller events to investigate other scenarios for presenting a more value based alternative for improvements.

Results show that the driveways and public streets could be improved as follows:

Existing

- Model results show most of the driveways overtop at the 2-year event.

Improvement Scenarios

- Four driveway culverts, two City road crossings and ditches could be improved to manage the 5-year event (3.6 inches) at a City project cost of approximately \$190,000.
- Four driveway culverts, two City road crossings and ditches could be improved to manage the 10-year event (4.3 inches) at a City project cost of approximately \$231,000.
- Other culverts under Rolling Hills Road are not proposed to be upsized for capacity but are recommended to be replaced if a project is implemented. Cost is \$37,000. These are aging steel culverts that could be replaced if doing a project in the area.
- The large wetland shows only a minor effect from either improvement scenario and an expansion of the project to include a new wetland outlet on private property would not provide benefit commensurate with the increased project complexity and cost.

This report completes the feasibility-level modeling and if a project is conducted additional refinement of the model, permitting and conveyance design will be performed to obtain the wetland and watershed approvals. A wetland review shows the permitting would be straightforward.



2 Introduction and Purpose

The study reviewed existing hydrologic and hydraulic conditions, incorporated resident's historical knowledge and identified improvement options to the overall conveyance systems along with preliminary costs. The study area is shown on Figure 1.

The purpose of the study was to investigate improvements to manage the 10-year storm event within the ditch/culvert system, however also explored other options since the 10-year may be costly and other storm events were analyzed for value-based decision making. Downstream impacts were reviewed since increased culvert and ditch capacity along Horseshoe Bend would also increase flows along Rolling Hills Road. This feasibility study outlines existing conditions, alternatives, and estimated costs of a project. Further refinement of the design would occur if the project moves forward. Figures included are the overall Study Area (Figure 1), Major Subwatersheds (Figure 2) and Subwatersheds with Culvert Improvements (Figure 3).



3 Existing Conditions

The total drainage area included in the study is 76 acres (Figure 1) and the road system outlets into a large wetland on the east side of Rolling Hills Road. The current land use of the total watershed drainage area consists of rural residential with minor acreage in crops and wetlands.

The drainage area consists of four major subwatersheds (Figure 2) and while the proposed drainage improvements are only in the southern portion of the watershed, the entire watershed was modeled to understand how changes impact the system.

- North Drainage Area – 8.1 acres from the northeast and northwest intersection of Horseshoe Trail and Rolling Hills Road drain to the south. There are two culverts that direct runoff in the ditches from the north side of Horseshoe Trail to the south. A 12” culvert is on the west side of Rolling Hills Road and a 24” pipe is on the east side of Rolling Hills Road.
- West Drainage Area- 23.4 acres drains east from the yards of residential properties on Horseshoe Bend Drive to the low areas on the west side of Rolling Hills Road by passing through a series of driveway culverts before draining east through culverts into the large wetland. An 18” CMP pipe located between 6409 and 6405 Rolling Hills Road discharges the northern flows to the east wetland. Incoming flows from the crossing south of Horseshoe Bend Dr. flow to the north of 6300 Horseshoe Bend Dr. underneath an existing 15” CMP under the north driveway. These flows join with the north flows at 6405 Rolling Hills Road yard where two 15” CMP’s are located. Both CMP’s flow underneath Rolling Hills Road to the west edge of the wetland.
- Southwest Drainage Area – 15.1 acres of drainage (including the Garages Too development) drains along the south ditch of Horseshoe Bend Drive. The feasibility study uses proposed conditions; however, the flow rates match existing conditions per WMO and City requirements. Ditch and overland flows join at the driveway of 6315 Horseshoe Bend before being conveyed through a series of driveway culverts that typically vary between 15” and 18” in size and are of varying condition. Drainage overtops Horseshoe Bend Drive along with the driveways during the 10-year event. Ponding occurs at the southwest corner of Rolling Hills Road and Horseshoe Bend Drive in a low yard where two 18” CMP crossings are located. These two pipes split the direction of flow, one CMP conveys flow to the north side of Horseshoe Bend Drive and the other to the east side of Rolling Hills Road (East Drainage Area).
- East Drainage Area – 29.5 acres drain into the large wetland (Subwatershed 10S, Figure 3) located east of Rolling Hills Road. The East Wetland is approximately 10 acres in size and has significant storage and the outlet is an 18” RCP pipe beneath a field crossing that conveys water into a ditch. Additional flow into 10S is direct through ditches from the north (Subwatersheds 19S and 20S) and south (Subwatershed 11S). The wetlands in 10S and 11S are connected via driveway culverts and after events act as one storage area.



4 Analysis

This feasibility study focused on the neighborhood drainage route receiving additional volume from development, and any impacts of increasing driveway capacities throughout the drainageway. The analysis analyzed the 1, 2, 5 and 10-year storm event to better understand the value of improvements. Older development driveway culverts were typically not designed based on specific modeling to convey design storm events. Inadequate existing pipes and ditch conveyance systems have caused runoff to overtop Horseshoe Bend Drive well below the 10-year storm event. Additionally, water collects at the intersection of Horseshoe Bend Drive and Rolling Hills Road causing additional undesired drainage issues.

This section outlines the methodology and modeling results for upsizing current pipes in the ditch while also reducing peak 10-year High Water Levels (HWL's) in low lying areas. See Figure 3, for drainage areas and crossing information.

The following information was provided as a part of the Garages Too Development:

- Existing and Proposed HydroCAD Model submitted 10/17/2022, by Civil Engineering Site Design.
- Survey information submitted 10/19/2021, by Civil Engineering Site Design.

Stantec received a HydroCAD Model and survey information from Civil Engineering Site Design for the south side of Horseshoe Bend and the west side of Rolling Hills Road as a part of the Garages Too Development. This development was approved in 2022 with construction in 2023. Stantec used this model as a basis and expanded the model using additional survey information. Stantec verified the delineated drainage areas and culvert information. The following models were created to assess the impacts of upsizing and addition of culverts along the south side of Horseshoe Bend Drive and the West side of Rolling Hills Road.

- **Improvement Scenario #1: System Improved for the 5-Year event.**

This model replaced pipes at the following nodes: 3P, 4P, 5P, 6P, 7P (Horseshoe Bend North/South), and 8P Rolling Hills Road (Table 1). Removal of the existing driveway culverts and replacement with new culverts increases the capacity of the system to convey the 5-year without overtopping. Due to cover concerns, multiple pipes are anticipated to be used instead of larger culverts.

The additional culvert included for 8P will cross Rolling Hills Road to the east and will not follow the existing flow path under the driveway to the north. Some pipe inverts were lowered from existing conditions to account for ditch regrading. Lowering the culvert inverts maximizes flow in the culverts to assist with reducing overtopping of driveways.



Table 1. Pipe Summary for Improvement Scenario #1: 5-Year Event

Improvement Scenario #1: 5-Year				
HydroCAD Node	Description	Diameter (in)	Quantity	Length (ft)
3P	6315 Horseshoe Bend	18	1	21
4P	6311 Horseshoe Bend	21	1	53
5P	6307 Horseshoe Bend	18	2	31
6P	6301 Horseshoe Bend	18	2	30
7P	Horseshoe Bend Drive Culvert Crossing (N/S)	18	1	44
	Rolling Hills Crossing (E/W)	18" CMP replaced as maint.		
8P	Rolling Hills Road New Crossing	21	1	45

- **Improvement Scenario #2: System Improved for the 10-Year event.**

This analysis used new pipes at the following nodes: 3P, 4P, 5P, 6P, 7P (North/South), and 8P (Rolling Hills Road). Removal of the existing driveway culverts and replacement with new culverts increases the capacity of the system to convey the 10-year without overtopping. Due to cover concerns, multiple pipes are anticipated to be used instead of larger culverts.

The additional culverts included for 8P will cross Rolling Hills Road to the east and will not follow the normal flow path under the driveway to the north. Some pipe inverts were lowered from existing conditions to account for ditch regrading. Lowering the culvert inverts maximizes flow in the culverts to assist with reducing overtopping of driveways.

Table 2. Pipe Summary for Improvement Scenario #2: 10-Year Event

Improvement Scenario #2: 10-Year				
HydroCAD Node	Description	Diameter (in)	Quantity	Length (ft)
3P	6315 Horseshoe Bend	21	1	21
4P	6311 Horseshoe Bend	24	1	53
5P	6307 Horseshoe Bend	21	2	31
6P	6301 Horseshoe Bend	24	2	30
7P	Horseshoe Bend Drive Culvert Crossing (N/S)	18	1	44
	Rolling Hills Crossing (E/W)	18" CMP replaced as maint.		
8P	Rolling Hills Road New Crossing	21	2	45



5 Results and Estimated Cost

Results for the different analysis shows that the Horseshoe Bend and Rolling Hills Road system is undersized to convey the 10-year storm event. Actual events will have different intensities and durations, however the modeling provides a reasonable engineering design standard for review. The culvert conditions, original assumptions, and design along with placement of driveways has restricted the system from performing to current municipal guidelines for public drainage.

- **General Model Notes**

The existing model shows that the Horseshoe Bend driveways overtop for the 1 year event (or less).

The runoff “travel time” for drainage to the receiving wetland (10P) shows that the watershed quickly drains the 76 acres into the wetland, which is also reflected in the results of the improvement scenarios where upgrading the driveway and road culverts, etc. will have only a slight increase for Wetland 10P (0.5 inch of additional bounce).

- **Improvement Scenario #1: Horseshoe Bend and Rolling Hills Conveyance Increased to pass the 5-Year event.**

The analysis for adding new pipes to the following nodes: 3P, 4P, 5P, 6P, 7P (Horseshoe North/South), and 8P (New Rolling Hills crossing) increases the capacity of the system and reduces overtopping. Results show improvement to all four driveways to pass the 5-year event without overtopping (Table 3).

Elevation changes for the significant detention areas (7P, 8P and 10P) show lower elevations of 2 to 6 inches for yards in 7P and 8P and a slight increase (0.04 feet) in the large wetland 10P (see summary table of results in Appendix) The improvement in 7P (2 inches) is due to improving the hydraulic grade line with the new pipe and 8P has lower peak elevation (6 inches) due to benefits from the new pipe crossing under Rolling Hills Road.

Upgrading the City culverts would eliminate overtopping for the 5-year event. A negligible increase is seen in the downstream wetland. Cost for this improvement was estimated at approximately \$190,000 (Table 4).

- **Improvement Scenario #2: Horseshoe Bend and Rolling Hills Conveyance Increased to pass the 10-Year event.**

The analysis for adding new pipes to the following nodes: 3P, 4P, 5P, 6P, 7P (Horseshoe North/South), and 8P (New Rolling Hills crossing) again increases the capacity and reduces overtopping. Results show eliminating overtopping for the complete system (Table 3).

Elevation changes for the significant detention areas (7P, 8P and 10P) show lower elevations for the yard at 8P however 7P is similar to existing conditions due to increased flow from upstream driveways. Similar to Scenario #1, a slight increase (0.04 feet) occurs in the large



Drainage Feasibility Study

6 Permitting and Easements

wetland 10P (See Appendix A). The improvement in 8P is from the new crossing under Rolling Hills Road.

Upgrading the City culverts would eliminate overtopping for the 10-year event. A negligible increase is seen in the downstream wetland, presumably due to modeling variance. Cost for this improvement was estimated at \$231,000 (Table 5).

This report analyzed capacity to improve conveyance by replacing culverts and flow restrictions. If Council wishes to proceed with a project a final design will need to be completed which will review driveway impacts, ditch grading, additional conveyance easements, yard impacts and final design components.

6 Permitting and Easements

Permitting would involve wetland delineations to review impacts from pipe crossings and ditch work. The City serves as the LGU and the Technical Evaluation Panel (TEP) would be involved in the approval. The City may also choose to obtain a No Loss for wetland 10P.

Temporary construction easements may be necessary for ditch grading and potential driveway tie-ins which may require significant resident coordination.

Small utility impacts would be anticipated with this project due to the ditch regrading and culvert replacements which would be identified and coordinated with the final design and schedule.



7 Financing

Financing for the majority of the project would be through bonding and general levy funds if necessary (no stormwater City utility exists).

- Maintenance or other funds may be used for the Alternate costs shown on Table 4 and 5 since these are aged culverts to be replaced in-kind.
- Contingency is shown in cost estimates for easements, utility conflicts or other unforeseen project changes.
- Tables 4 and 5 reflect project costs, and include improvements at the resident driveway shown as Node 3P. Those actual costs are anticipated to be responsibility of the development since it was included in the conditions for the Garages Too development.



8 Conclusions and Recommendations

In conclusion, Stantec investigated drainage improvements along the south side of Horseshoe Bend to alleviate road/driveway overtopping and low yards that remain wet for extended periods. Residents in this area are seeing road and driveway overtopping for rainfall events less than two inches. This is somewhat typical of older neighborhood driveway culverts that were installed on a nominal size (12 or 15 inch) and therefore not designed for the upstream drainage. Permitting was reviewed with our wetland specialists and is considered feasible for WCA impacts and there are no FEMA regulated floodplain. Preliminary design in this feasibility study focused on adding culvert capacity at each driveway to convey a 5 or 10-year event. Pipe sizes may change based on a final ditch/yard impact design and this would be reviewed in final design and permitting.

Conclusions include:

- Results show it is feasible to improve the system for either the 5-year or 10-year events without a significant impact to the receiving wetland (10P).
- Wetland permitting would be for temporary impacts and possibly a No Loss for Wetland 10P.
- Water attenuation in low yards can be expected to be similar to existing conditions although some improvement may occur as final grading and culvert inverts improve conveyance.
- Preliminary results indicate that drainage alternatives for the 5-year and 10-year scenarios will not adversely impact the large downstream wetland (10P) on private property east of Rolling Hills Road. If it is desired to review an upsized wetland (10P) outlet, it will increase the complexity and cost of the project.
- Resident communication will be significant for either the 5-year or 10-year improvement project.

Engineering recommendations are:

If financially feasible:

- Review the information presented and whether a project should be conducted. If so, the 5-year event improvement since balances value and improvement impact for the drainage system.

If not financially feasible:

- Consider directing staff towards initiating a project list that identifies known areas of historical issues and could be implemented when funds are identified or other City projects are performed, such as a full road reconstruction. A project list would include “ballpark” costs for existing drainage issues and could allow for budgeting for improvements. Currently the list is in rough draft form with the ongoing discussion on the implementation of a Stormwater Area Charge.



ADDITIONAL TABLES

- 3. Summary of Results**
- 4. Improvement Scenario #1 Cost Estimate**
- 5. Improvement Scenario #2 Cost Estimate**



Table 3
Summary of Results
Horseshoe Bend Drive Feasibility Study

Condition	Event	Horseshoe Driveways that Overtop	7P Horseshoe/Rolling Hills North Pipe Overtop for 10-Year?	10P 10-year Wetland Outlet Bounce (ft)
Existing	1-Year (2.48")	4 out of 4	No	N/A
Scenario #1: 5-Year Event	1-Year (2.48")	0 out of 4	No	0.04
	2-Year (2.86")	0 out of 4		
	5-Year (3.57")	0 out of 4		
	10-Year (4.26")	4 out of 4		
Scenario #2: 10-Year Event	1-Year (2.48")	0 out of 4	No	0.04
	2-Year (2.86")	0 out of 4		
	5-Year (3.57")	0 out of 4		
	10-Year (4.26")	0 out of 4		

See Appendix A Summary Table for detailed results

Table 4
Cost Estimate for Scenario #1 - 5 Year Event
Horseshoe Bend Feasibility Study

REMOVALS					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	REMOVE CULVERT	LIN FT	320	\$ 10.00	\$ 3,200.00
2	REMOVE STORM SEWER FLARED-END	EACH	16	\$ 100.00	\$ 1,600.00
3	SAWING PAVEMENT	LIN FT	200	\$ 8.00	\$ 1,600.00
4	REMOVE BITUMINOUS PAVEMENT	SQ YD	250	\$ 15.00	\$ 3,750.00
5	SALVAGE GRAVEL DRIVEWAY	SQ YD	200	\$ 5.00	\$ 1,000.00
6	SALVAGE AND REINSTALL MAILBOX AND POST	EACH	5	\$ 250.00	\$ 1,250.00
7	CLEAR AND GRUB	EACH	18	\$ 650.00	\$ 11,700.00
8	COMMON EXCAVATION (EST. 12" DITCH MATERIAL)	CU YD	200	\$ 15.00	\$ 3,000.00
REMOVALS COSTS					\$ 27,100.00

EROSION CONTROL					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	CULVERT PROTECTION	EACH	14	\$ 250.00	\$ 3,500.00
2	HYDROSEED - TURF MIX	SQ YD	1800	\$ 2.00	\$ 3,600.00
3	EROSION CONTROL BLANKET & SEED MIX	SQ YD	750	\$ 4.00	\$ 3,000.00
4	SALVAGE AND RESPREAD TOPSOIL (6" ENTIRE DITCH)	CU YD	250	\$ 10.00	\$ 2,500.00
EROSION CONTROL COSTS					\$ 12,600.00

INFRASTRUCTURE IMPROVEMENTS					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	BITUMINOUS PAVEMENT - 4" THICK	TON	100	\$ 150.00	\$ 15,000.00
2	AGGREGATE BASE - CLASS 5 - 15" THICK	CU YD	200	\$ 30.00	\$ 6,000.00
3	18-INCH DUAL WALL PP CULVERT	LIN FT	143	\$ 85.00	\$ 12,155.00
4	18-INCH HDPE APRON	EACH	10	\$ 1,200.00	\$ 12,000.00
5	18-INCH RCP	LIN FT	44	\$ 90.00	\$ 3,960.00
6	18-INCH RCP APRON	EACH	2	\$ 1,250.00	\$ 2,500.00
7	*21-INCH DUAL WALL PP CULVERT	LIN FT	53	\$ 130.00	\$ 6,890.00
8	*21-INCH HDPE APRON	EACH	2	\$ 1,500.00	\$ 3,000.00
9	21-INCH RCP	LIN FT	45	\$ 140.00	\$ 6,300.00
10	21-INCH RCP APRON	EACH	2	\$ 1,750.00	\$ 3,500.00
11	DRIVEWAY TRANSITION	EACH	5	\$ 500.00	\$ 2,500.00
12	DITCH CLEANING	LIN FT	1100	\$ 10.00	\$ 11,000.00
INFRASTRUCTURE IMPROVEMENTS COSTS					\$ 84,805.00

Notes: *21" is not a manufactured size. 24" price was used.

OTHER					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 12,000.00	\$ 10,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 3,000.00	\$ 3,000.00
OTHER COSTS					\$ 13,000.00

SUBTOTAL \$ 137,505.00
CONTINGENCY (15%) \$ 20,626.00
INDIRECT PROJECT COSTS (20%) \$ 31,627.00
TOTAL PROJECT COST \$ 189,758.00

Notes: *3P culvert to be paid for through the Garages Too development

ALTERNATE A - Potential Maintenance Fund					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
3	REMOVE CULVERT	LIN FT	165	\$ 10.00	\$ 1,650.00
4	REMOVE STORM SEWER FLARED-END	EACH	6	\$ 100.00	\$ 600.00
5	SAWING PAVEMENT	LIN FT	150	\$ 8.00	\$ 1,200.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	200	\$ 15.00	\$ 3,000.00
7	CULVERT PROTECTION	EACH	6	\$ 300.00	\$ 1,800.00
8	HYDROSEED - TURF MIX	SQ YD	200	\$ 2.00	\$ 400.00
9	15-INCH RCP	LIN FT	110	\$ 75.00	\$ 8,250.00
10	15-INCH RCP APRON	EACH	4	\$ 1,000.00	\$ 4,000.00
11	18-INCH RCP	LIN FT	55	\$ 90.00	\$ 4,950.00
12	18-INCH RCP APRON	EACH	2	\$ 1,250.00	\$ 2,500.00
13	BITUMINOUS PAVEMENT - 4" THICK	TON	25	\$ 175.00	\$ 4,375.00
14	AGGREGATE BASE - CLASS 5 - 15" THICK	CU YD	75	\$ 30.00	\$ 2,250.00
OTHER COSTS					\$ 36,975.00

Table 5
Cost Estimate for Scenario #2 - 10 Year Event
Horseshoe Bend Feasibility Study

REMOVALS					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	REMOVE CULVERT	LIN FT	320	\$ 10.00	\$ 3,200.00
2	REMOVE STORM SEWER FLARED-END	LIN FT	16	\$ 100.00	\$ 1,600.00
3	SAWING PAVEMENT	LIN FT	200	\$ 8.00	\$ 1,600.00
4	REMOVE BITUMINOUS PAVEMENT	SQ YD	300	\$ 15.00	\$ 4,500.00
5	SALVAGE GRAVEL DRIVEWAY	SQ YD	200	\$ 5.00	\$ 1,000.00
6	SALVAGE AND REINSTALL MAILBOX AND POST	EACH	5	\$ 250.00	\$ 1,250.00
7	CLEAR AND GRUB	EACH	18	\$ 650.00	\$ 11,700.00
8	COMMON EXCAVATION (EST. 12" DITCH MATERIAL)	CU YD	200	\$ 15.00	\$ 3,000.00
REMOVALS COSTS					\$ 27,850.00

EROSION CONTROL					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	CULVERT PROTECTION	EACH	18	\$ 250.00	\$ 4,500.00
2	HYDROSEED - TURF MIX	SQ YD	1800	\$ 2.00	\$ 3,600.00
3	EROSION CONTROL BLANKET & SEED MIX	SQ YD	750	\$ 4.00	\$ 3,000.00
4	SALVAGE AND RESPREAD TOPSOIL (6" ENTIRE DITCH)	CU YD	250	\$ 10.00	\$ 2,500.00
EROSION CONTROL COSTS					\$ 13,600.00

INFRASTRUCTURE IMPROVEMENTS					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	BITUMINOUS PAVEMENT - 4" THICK	TON	125	\$ 150.00	\$ 18,750.00
2	AGGREGATE BASE - CLASS 5 - 15" THICK	CU YD	300	\$ 30.00	\$ 9,000.00
3	18-INCH RCP	LIN FT	44	\$ 90.00	\$ 3,960.00
4	18-INCH RCP APRON	EACH	2	\$ 1,250.00	\$ 2,500.00
7	*21-INCH DUAL WALL PP CULVERT	LIN FT	83	\$ 130.00	\$ 10,790.00
8	*21-INCH HDPE APRON	EACH	6	\$ 1,500.00	\$ 9,000.00
9	21-INCH RCP	LIN FT	90	\$ 140.00	\$ 12,600.00
10	21-INCH RCP APRON	EACH	4	\$ 1,750.00	\$ 7,000.00
11	24-INCH DUAL WALL PP CULVERT	LIN FT	113	\$ 130.00	\$ 14,690.00
12	24-INCH HDPE APRON	EACH	6	\$ 1,500.00	\$ 9,000.00
13	DRIVEWAY TRANSITION	EACH	5	\$ 500.00	\$ 2,500.00
14	DITCH CLEANING	LIN FT	1100	\$ 10.00	\$ 11,000.00
INFRASTRUCTURE IMPROVEMENTS COSTS					\$ 110,790.00

Notes: *21" is not a manufactured size. 24" price was used.

OTHER					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 15,000.00	\$ 12,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 3,000.00	\$ 3,000.00
OTHER COSTS					\$ 15,000.00

SUBTOTAL \$ 167,240.00
CONTINGENCY (15%) \$ 25,086.00
INDIRECT PROJECT COSTS (20%) \$ 38,466.00
TOTAL PROJECT COST \$ 230,792.00

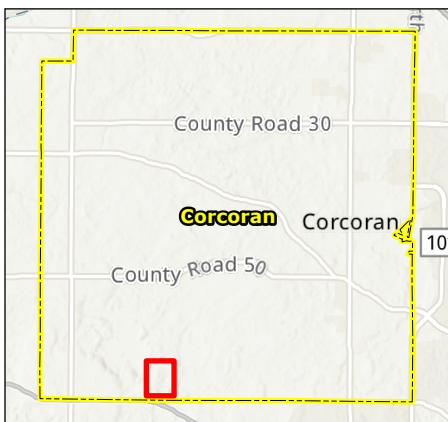
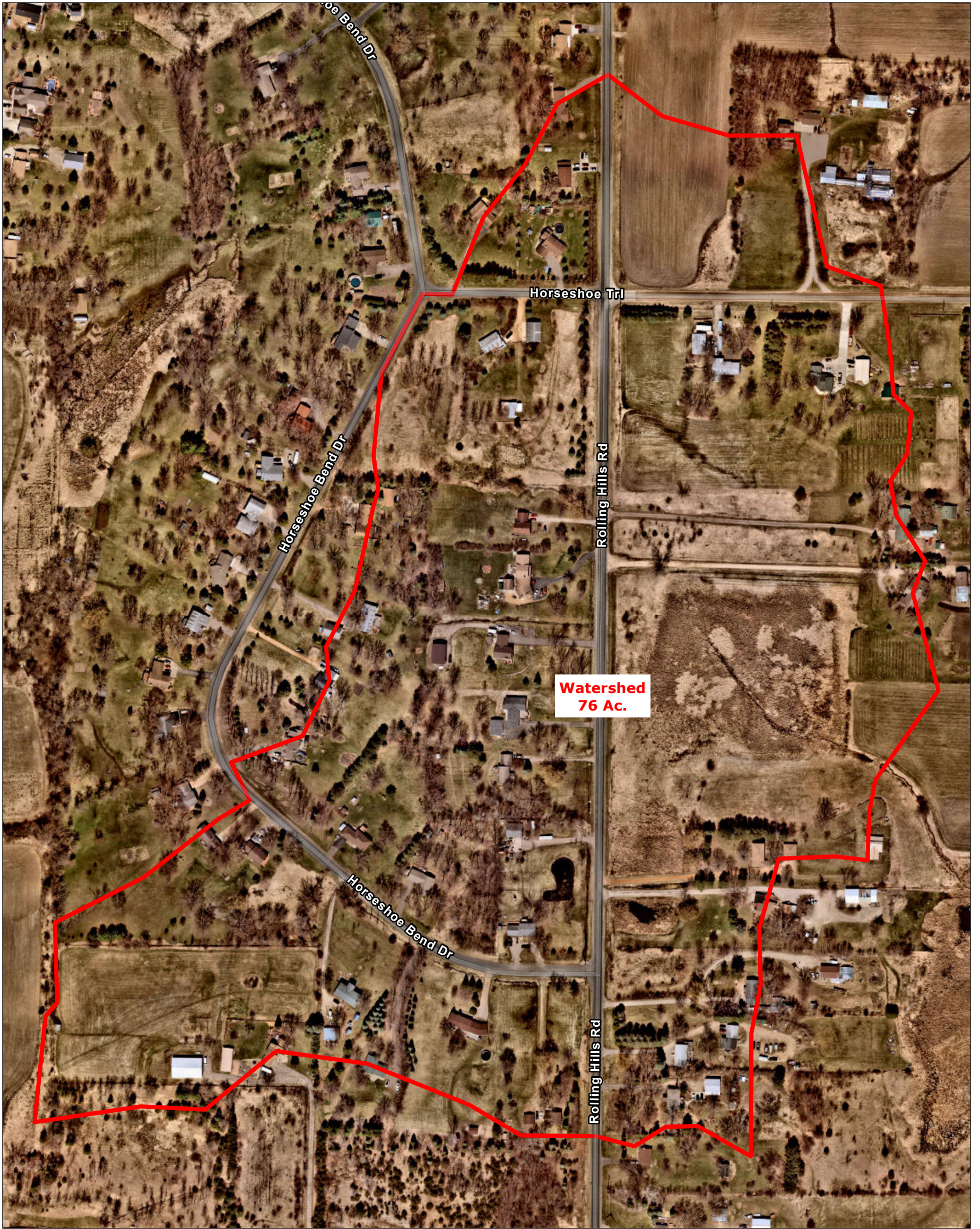
Notes: *3P culvert to be paid for through the Garages Too development

ALTERNATE A					
Item	Description	Units	Quantity	Unit Price	Subtotal
1	MOBILIZATION & DEMOBILIZATION	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
2	TRAFFIC CONTROL	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00
3	REMOVE CULVERT	LIN FT	165	\$ 10.00	\$ 1,650.00
4	REMOVE STORM SEWER FLARED-END	EACH	6	\$ 100.00	\$ 600.00
5	SAWING PAVEMENT	LIN FT	150	\$ 8.00	\$ 1,200.00
6	REMOVE BITUMINOUS PAVEMENT	SQ YD	200	\$ 15.00	\$ 3,000.00
7	CULVERT PROTECTION	EACH	6	\$ 300.00	\$ 1,800.00
8	HYDROSEED - TURF MIX	SQ YD	200	\$ 2.00	\$ 400.00
9	15-INCH RCP	LIN FT	110	\$ 75.00	\$ 8,250.00
10	15-INCH RCP APRON	EACH	4	\$ 1,000.00	\$ 4,000.00
11	18-INCH RCP	LIN FT	55	\$ 90.00	\$ 4,950.00
12	18-INCH RCP APRON	EACH	2	\$ 1,250.00	\$ 2,500.00
13	BITUMINOUS PAVEMENT - 4" THICK	TON	25	\$ 175.00	\$ 4,375.00
14	AGGREGATE BASE - CLASS 5 - 15" THICK	CU YD	75	\$ 30.00	\$ 2,250.00
OTHER COSTS					\$ 36,975.00

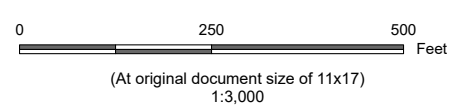
FIGURES

1. Study Area
2. Major Subwatersheds
3. Subwatersheds with Culvert Improvements





Legend
 Watersheds



Project Location
 Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-07-21

Client/Project
 City of Corcoran

227704908

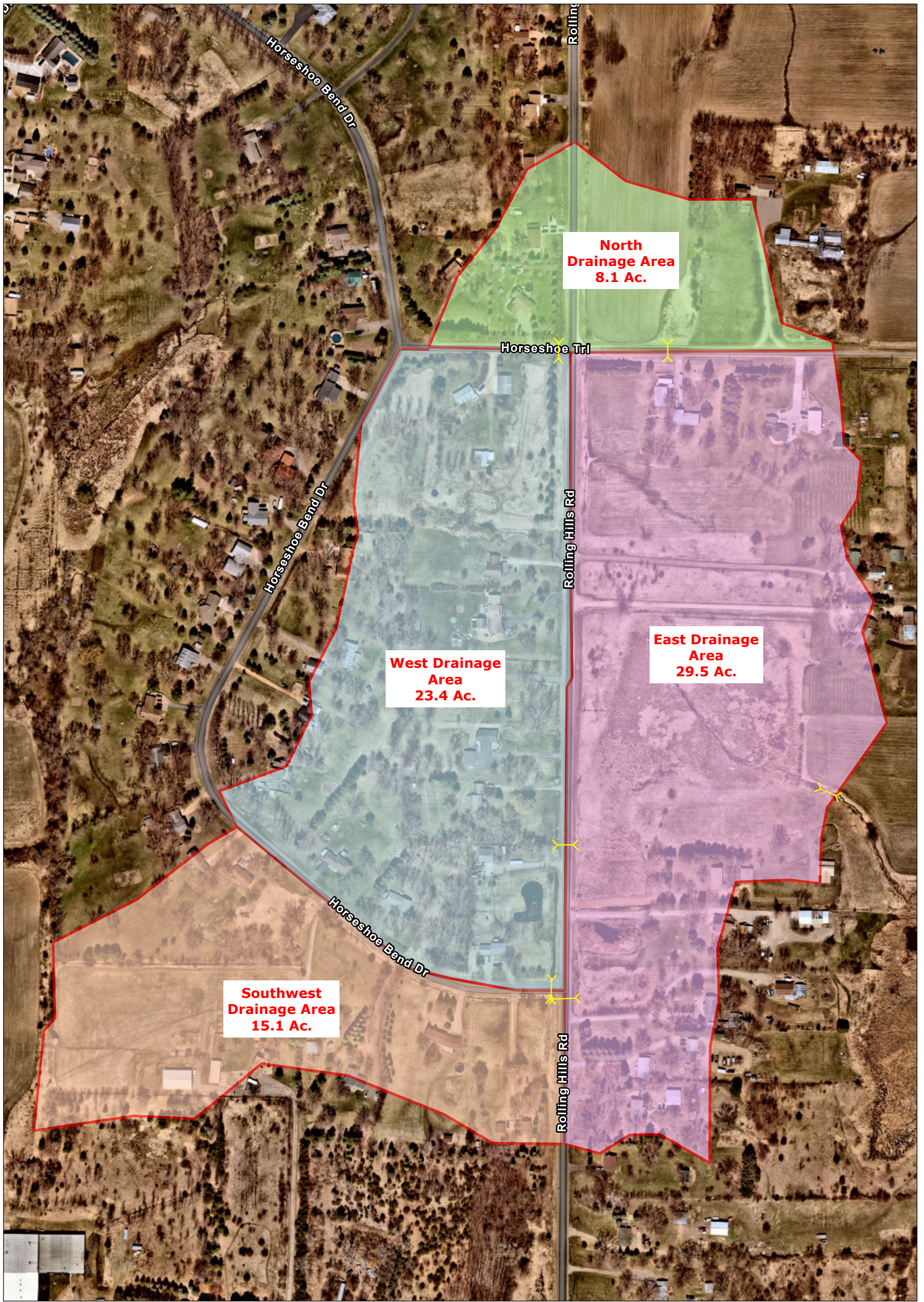
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Title

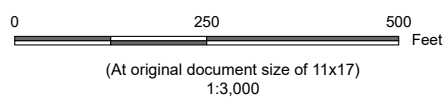
Study Area

- Notes
1. Coordinate System: NAD 1983 UTM Zone 15N
 2. Data Sources: Hennepin County
 3. Background: Hennepin County 2020 Aerial Photograph



- Legend**
- Watersheds
 - East Drainage Area
 - North Drainage Area
 - Southwest Drainage Area
 - West Drainage Area

- Notes**
1. Coordinate System: NAD 1983 UTM Zone 15N
 2. Data Sources: Hennepin County
 3. Background: Hennepin County 2020 Aerial Photograph



Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2022-11-10

Client/Project
City of Corcoran

227704908

Figure No.

2

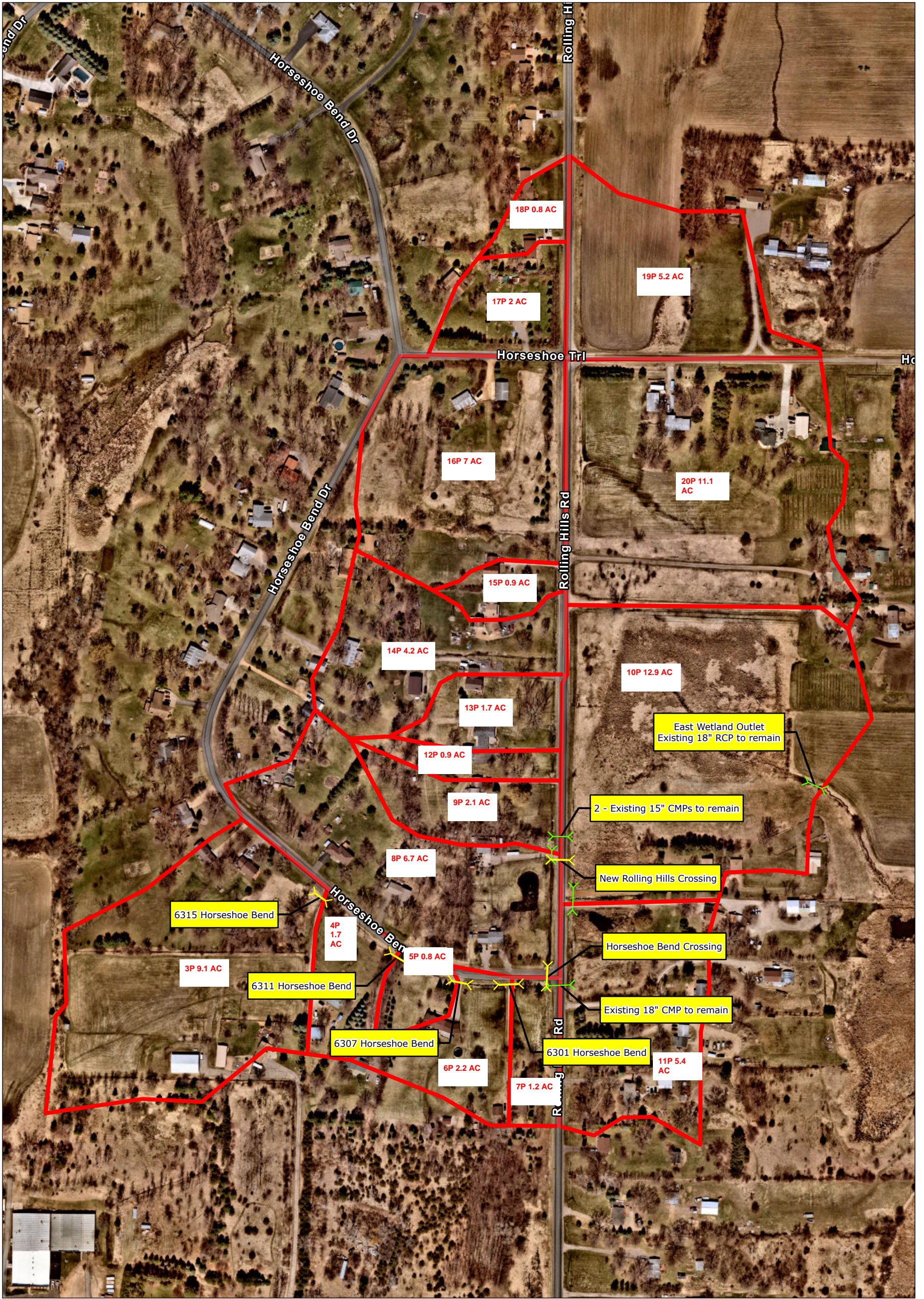
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Major Subwatersheds

Page 1 of 1

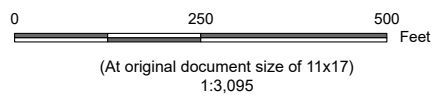
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- Legend**
- Proposed Culverts
 - Existing Culverts
 - Watersheds

- Notes**
1. Coordinate System: NAD 1983 UTM Zone 15N
 2. Data Sources: Hennepin County
 3. Background: Hennepin County 2020 Aerial Photograph



Project Location
Corcoran, Hennepin Co., MN

Prepared by JCS on 2023-02-14

Client/Project
City of Corcoran

227704908

Figure No.

3

Title

Subwatersheds with Culvert Improvements

APPENDIX A

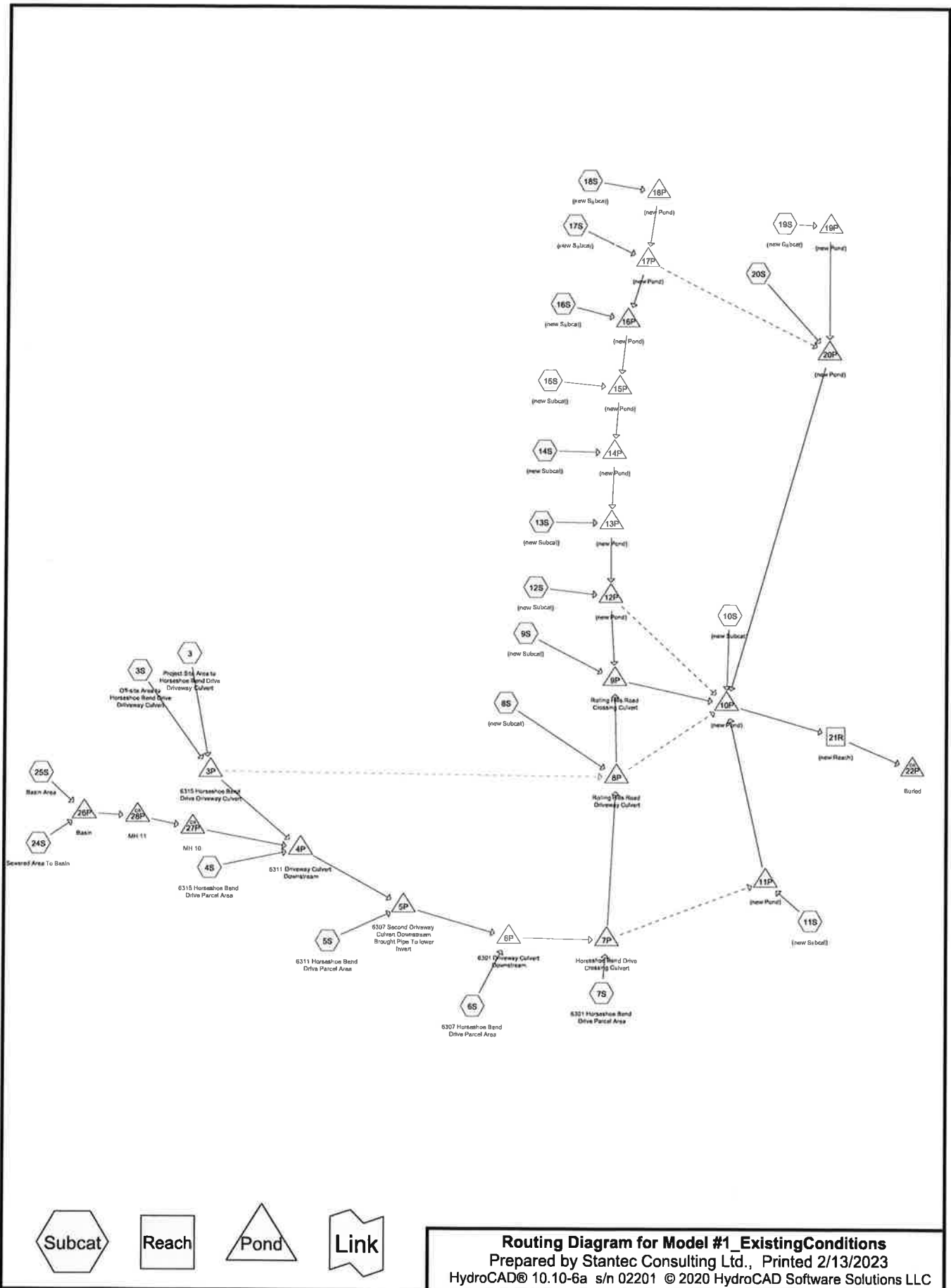
HydroCAD Diagram and Model Results



**Summary of Results
Appendix A**

Elevation Results																			
HydroCAD Node		3P		4P		5P		6P		7P		8P		9P		10P		11P	
Description		6315 Horseshoe Bend		6311 Horseshoe Bend		6307 Horseshoe Bend		6301 Horseshoe Bend		Horseshoe Bend Drive		Rolling Hills Driveway		6405 Rolling Hills		Wetland		6334 Rolling Hills	
Overtopping Elevation (ft)		1007.80		996.70		989.86		988.14		987.50		980.02		980.26		976.20		980.10	
Condition	Storm Event	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?	HWL (ft)	Overtopping?
Existing	1-Year (2.48")	1007.84	YES	996.83	YES	989.97	YES	988.27	YES	985.13	NO	979.95	NO	978.16	NO	974.86	NO	979.22	NO
	2-Year (2.86")	1007.89	YES	996.88	YES	990.07	YES	988.38	YES	985.61	NO	980.17	YES	978.77	NO	975.15	NO	979.42	NO
	5-Year (3.57")	1007.96	YES	996.97	YES	990.19	YES	988.52	YES	986.64	NO	980.35	YES	979.93	NO	975.66	NO	979.77	NO
	10-Year (4.26")	1008.03	YES	997.04	YES	990.29	YES	988.62	YES	987.30	NO	980.55	YES	980.46	YES	976.14	NO	980.15	YES
Scenario #1: 5-Year Event	1-Year (2.48")	1005.64	NO	994.32	NO	988.52	NO	987.11	NO	985.03	NO	979.26	NO	978.01	NO	974.92	NO	978.90	NO
	2-Year (2.86")	1006.00	NO	994.75	NO	988.75	NO	987.44	NO	985.45	NO	979.45	NO	978.52	NO	975.20	NO	979.12	NO
	5-Year (3.57")	1007.05	NO	995.92	NO	989.39	NO	988.12	NO	986.47	NO	979.88	NO	979.42	NO	975.70	NO	979.51	NO
	10-Year (4.26")	1007.87	YES	996.80	YES	989.98	YES	988.40	YES	987.16	NO	980.33	YES	980.24	NO	976.18	NO	979.92	NO
Scenario #2: 10-Year Event	1-Year (2.48")	1005.53	NO	994.19	NO	988.44	NO	986.91	NO	985.04	NO	978.92	NO	977.93	NO	974.92	NO	978.90	NO
	2-Year (2.86")	1005.75	NO	994.44	NO	988.61	NO	987.10	NO	985.57	NO	979.06	NO	978.45	NO	975.20	NO	979.11	NO
	5-Year (3.57")	1006.31	NO	995.14	NO	988.97	NO	987.47	NO	986.67	NO	979.38	NO	979.31	NO	975.70	NO	979.51	NO
	10-Year (4.26")	1007.13	NO	996.10	NO	989.46	NO	988.01	NO	987.32	NO	979.81	NO	980.02	NO	976.18	NO	979.92	NO

Storage Node High Water Level Comparison							
HydroCAD Node		7P Horseshoe Bend		8P Rolling Hills		10P - Wetland	
Condition	Storm Event	HWL (ft)	Change from Existing (ft)	HWL (ft)	Change from Existing (ft)	HWL (ft)	Change from Existing (ft)
Existing	5-Year	986.64	N/A	980.35	N/A	975.66	N/A
	10-Year	987.30		980.55		976.14	
Scenario #1: 5-Year Event	5-Year	986.47	-0.17	979.88	-0.47	975.70	0.04
	10-Year	987.16	-0.14	980.33	-0.22	976.18	0.04
Scenario #2: 10-Year Event	5-Year	986.67	0.03	979.38	-0.97	975.70	0.04
	10-Year	987.32	0.02	979.81	-0.74	976.18	0.04



Model #1_ExistingConditions

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Rainfall Events Listing (selected events)

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	1-Year	MSE 24-hr	3	Default	24.00	1	2.48	2
2	2-Year	MSE 24-hr	3	Default	24.00	1	2.86	2
3	5-Year	MSE 24-hr	3	Default	24.00	1	3.57	2
4	10-Year	MSE 24-hr	3	Default	24.00	1	4.26	2

Model #1_ExistingConditions

MSE 24-hr 3 1-Year Rainfall=2.48"

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Time span=0.00-48.00 hrs, dt=0.01 hrs, 4801 points
 Runoff by SCS TR-20 method, UH=SCS, Split Pervious/Imperv.
 Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment3: Project Site Area to Runoff Area=34,800 sf 3.39% Impervious Runoff Depth=0.92"
 Tc=7.0 min CN=80/98 Runoff=1.29 cfs 0.061 af

Subcatchment3S: Off-site Area to Runoff Area=192,890 sf 15.24% Impervious Runoff Depth=0.85"
 Flow Length=710' Tc=11.6 min CN=74/98 Runoff=4.91 cfs 0.313 af

Subcatchment4S: 6315 Horseshoe Bend Runoff Area=1.630 ac 12.00% Impervious Runoff Depth=0.80"
 Flow Length=300' Tc=7.1 min CN=74/98 Runoff=2.10 cfs 0.108 af

Subcatchment5S: 6311 Horseshoe Bend Runoff Area=0.790 ac 12.00% Impervious Runoff Depth=0.80"
 Flow Length=260' Tc=7.0 min CN=74/98 Runoff=1.02 cfs 0.052 af

Subcatchment6S: 6307 Horseshoe Bend Runoff Area=2.130 ac 12.00% Impervious Runoff Depth=0.80"
 Flow Length=520' Tc=8.5 min CN=74/98 Runoff=2.55 cfs 0.141 af

Subcatchment7S: 6301 Horseshoe Bend Runoff Area=1.190 ac 12.00% Impervious Runoff Depth=0.80"
 Flow Length=420' Tc=9.6 min CN=74/98 Runoff=1.35 cfs 0.079 af

Subcatchment8S: (new Subcat) Runoff Area=292,000 sf 18.84% Impervious Runoff Depth=0.91"
 Flow Length=1,600' Slope=0.0275 '/ Tc=30.7 min CN=74/98 Runoff=4.79 cfs 0.508 af

Subcatchment9S: (new Subcat) Runoff Area=90,000 sf 8.33% Impervious Runoff Depth=0.73"
 Flow Length=650' Slope=0.0650 '/ Tc=11.6 min CN=74/98 Runoff=1.99 cfs 0.127 af

Subcatchment10S: (new Subcat) Runoff Area=552,000 sf 5.43% Impervious Runoff Depth=1.00"
 Tc=0.0 min CN=81/98 Runoff=29.56 cfs 1.056 af

Subcatchment11S: (new Subcat) Runoff Area=237,000 sf 37.97% Impervious Runoff Depth=1.23"
 Flow Length=790' Slope=0.0700 '/ Tc=12.5 min CN=74/98 Runoff=8.41 cfs 0.555 af

Subcatchment12S: (new Subcat) Runoff Area=39,500 sf 12.66% Impervious Runoff Depth=0.81"
 Flow Length=560' Slope=0.0750 '/ Tc=10.2 min CN=74/98 Runoff=1.02 cfs 0.061 af

Subcatchment13S: (new Subcat) Runoff Area=70,800 sf 19.63% Impervious Runoff Depth=0.92"
 Flow Length=300' Slope=0.1000 '/ Tc=7.0 min CN=74/98 Runoff=2.41 cfs 0.125 af

Subcatchment14S: (new Subcat) Runoff Area=183,000 sf 18.03% Impervious Runoff Depth=0.90"
 Flow Length=630' Slope=0.0700 '/ Tc=11.1 min CN=74/98 Runoff=5.01 cfs 0.313 af

Subcatchment15S: (new Subcat) Runoff Area=38,400 sf 21.88% Impervious Runoff Depth=0.96"
 Flow Length=630' Slope=0.0700 '/ Tc=11.1 min CN=74/98 Runoff=1.12 cfs 0.070 af

Subcatchment16S: (new Subcat) Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=0.69"
 Flow Length=650' Slope=0.0650 '/ Tc=14.6 min CN=74/98 Runoff=5.77 cfs 0.408 af

Subcatchment17S: (new Subcat) Runoff Area=85,000 sf 18.24% Impervious Runoff Depth=0.90"
 Flow Length=500' Slope=0.0400 '/ Tc=12.7 min CN=74/98 Runoff=2.20 cfs 0.146 af

Model #1_ExistingConditions

MSE 24-hr 3 1-Year Rainfall=2.48"

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Subcatchment18S: (new Subcat)	Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=0.69" Flow Length=650' Slope=0.0650 '/' Tc=14.6 min CN=74/98 Runoff=5.77 cfs 0.408 af
Subcatchment19S: (new Subcat)	Runoff Area=230,000 sf 8.70% Impervious Runoff Depth=0.95" Flow Length=650' Tc=17.0 min CN=79/98 Runoff=5.77 cfs 0.417 af
Subcatchment20S:	Runoff Area=491,000 sf 11.20% Impervious Runoff Depth=0.78" Flow Length=760' Slope=0.0520 '/' Tc=14.0 min CN=74/98 Runoff=10.58 cfs 0.735 af
Subcatchment24S: Sewered Area To	Runoff Area=173,680 sf 65.08% Impervious Runoff Depth=1.77" Flow Length=700' Tc=9.9 min CN=80/98 Runoff=10.01 cfs 0.588 af
Subcatchment25S: Basin Area	Runoff Area=51,330 sf 25.93% Impervious Runoff Depth=1.40" Tc=7.0 min CN=84/98 Runoff=2.78 cfs 0.137 af
Reach 21R: (new Reach)	Avg. Flow Depth=1.04' Max Vel=3.13 fps Inflow=7.63 cfs 6.140 af n=0.035 L=265.0' S=0.0146 '/' Capacity=621.91 cfs Outflow=7.63 cfs 6.140 af
Pond 3P: 6315 Horseshoe Bend Drive	Peak Elev=1,007.84' Storage=189 cf Inflow=5.94 cfs 0.375 af Primary=5.32 cfs 0.372 af Secondary=0.26 cfs 0.001 af Tertiary=0.36 cfs 0.002 af Outflow=5.93 cfs 0.375 af
Pond 4P: 6311 Driveway Culvert Downstream	Peak Elev=996.83' Storage=425 cf Inflow=8.96 cfs 1.207 af Outflow=8.94 cfs 1.207 af
Pond 5P: 6307 Second Driveway Culvert	Peak Elev=989.97' Storage=720 cf Inflow=9.84 cfs 1.259 af Primary=8.04 cfs 1.250 af Secondary=1.36 cfs 0.009 af Outflow=9.41 cfs 1.259 af
Pond 6P: 6301 Driveway Culvert	Peak Elev=988.27' Storage=2,276 cf Inflow=11.64 cfs 1.400 af Outflow=10.21 cfs 1.400 af
Pond 7P: Horseshoe Bend Drive Crossing	Peak Elev=985.13' Storage=484 cf Inflow=11.17 cfs 1.479 af Primary=4.11 cfs 0.192 af Secondary=7.02 cfs 1.285 af Outflow=11.12 cfs 1.477 af
Pond 8P: Rolling Hills Road Driveway	Peak Elev=979.95' Storage=13,830 cf Inflow=7.68 cfs 0.702 af Primary=2.85 cfs 0.639 af Secondary=0.00 cfs 0.000 af Outflow=2.85 cfs 0.639 af
Pond 9P: Rolling Hills Road Crossing	Peak Elev=978.16' Storage=3,447 cf Inflow=8.26 cfs 1.004 af Outflow=6.25 cfs 1.004 af
Pond 10P: (new Pond)	Peak Elev=974.86' Storage=113,893 cf Inflow=38.03 cfs 6.142 af Outflow=7.63 cfs 6.140 af
Pond 11P: (new Pond)	Peak Elev=979.22' Storage=30,774 cf Inflow=14.79 cfs 1.840 af Outflow=3.87 cfs 1.651 af
Pond 12P: (new Pond)	Peak Elev=979.74' Storage=2,413 cf Inflow=16.94 cfs 1.518 af Primary=5.96 cfs 0.239 af Secondary=8.48 cfs 1.279 af Outflow=14.44 cfs 1.518 af
Pond 13P: (new Pond)	Peak Elev=981.18' Storage=1,187 cf Inflow=16.34 cfs 1.457 af Outflow=16.25 cfs 1.457 af

Model #1_ExistingConditions

MSE 24-hr 3 1-Year Rainfall=2.48"

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Pond 14P: (new Pond)	Peak Elev=986.22' Storage=1,453 cf Inflow=15.39 cfs 1.332 af Outflow=15.26 cfs 1.332 af
Pond 15P: (new Pond)	Peak Elev=991.14' Storage=2,066 cf Inflow=11.37 cfs 1.032 af Outflow=11.36 cfs 1.019 af
Pond 16P: (new Pond)	Peak Elev=994.10' Storage=1,605 cf Inflow=10.56 cfs 0.961 af Outflow=10.55 cfs 0.961 af
Pond 17P: (new Pond)	Peak Elev=1,017.61' Storage=1,913 cf Inflow=6.48 cfs 0.554 af Primary=5.58 cfs 0.554 af Secondary=0.00 cfs 0.000 af Outflow=5.58 cfs 0.554 af
Pond 18P: (new Pond)	Peak Elev=1,023.45' Storage=1,637 cf Inflow=5.77 cfs 0.408 af Outflow=4.79 cfs 0.408 af
Pond 19P: (new Pond)	Peak Elev=1,015.03' Storage=4,655 cf Inflow=5.77 cfs 0.417 af Outflow=2.88 cfs 0.417 af
Pond 20P: (new Pond)	Peak Elev=978.09' Storage=4,019 cf Inflow=12.27 cfs 1.152 af Outflow=11.43 cfs 1.152 af
Pond 22P: Buried	Peak Elev=971.87' Inflow=7.63 cfs 6.140 af 15.0" Round Culvert n=0.025 L=12.6' S=0.0198 '/' Outflow=7.63 cfs 6.140 af
Pond 26P: Basin	Peak Elev=1,033.92' Storage=26,114 cf Inflow=12.61 cfs 0.726 af Outflow=1.86 cfs 0.726 af
Pond 27P: MH 10	Peak Elev=1,006.48' Inflow=1.86 cfs 0.726 af 12.0" Round Culvert n=0.013 L=12.0' S=0.0083 '/' Outflow=1.86 cfs 0.726 af
Pond 28P: MH 11	Peak Elev=1,010.06' Inflow=1.86 cfs 0.726 af 8.0" Round Culvert n=0.013 L=78.0' S=0.0346 '/' Outflow=1.86 cfs 0.726 af

Total Runoff Area = 83.229 ac Runoff Volume = 6.409 af Average Runoff Depth = 0.92"
84.66% Pervious = 70.459 ac 15.34% Impervious = 12.769 ac

Model #2_5-Year 2.9.2023

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Rainfall Events Listing (selected events)

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	1-Year	MSE 24-hr	3	Default	24.00	1	2.48	2
2	2-Year	MSE 24-hr	3	Default	24.00	1	2.86	2
3	5-Year	MSE 24-hr	3	Default	24.00	1	3.57	2
4	10-Year	MSE 24-hr	3	Default	24.00	1	4.26	2

Time span=0.00-48.00 hrs, dt=0.01 hrs, 4801 points
Runoff by SCS TR-20 method, UH=SCS, Split Pervious/Imperv.
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment3: Project Site Area to Runoff Area=34,800 sf 3.39% Impervious Runoff Depth=1.75"
Tc=7.0 min CN=80/98 Runoff=2.47 cfs 0.116 af

Subcatchment3S: Off-site Area to Runoff Area=192,890 sf 15.24% Impervious Runoff Depth=1.60"
Flow Length=710' Tc=11.6 min CN=74/98 Runoff=9.77 cfs 0.591 af

Subcatchment4S: 6315 Horseshoe Bend Runoff Area=1.630 ac 12.00% Impervious Runoff Depth=1.53"
Flow Length=300' Tc=7.1 min CN=74/98 Runoff=4.24 cfs 0.208 af

Subcatchment5S: 6311 Horseshoe Bend Runoff Area=0.790 ac 12.00% Impervious Runoff Depth=1.53"
Flow Length=260' Tc=7.0 min CN=74/98 Runoff=2.06 cfs 0.101 af

Subcatchment6S: 6307 Horseshoe Bend Runoff Area=2.130 ac 12.00% Impervious Runoff Depth=1.53"
Flow Length=520' Tc=8.5 min CN=74/98 Runoff=5.18 cfs 0.272 af

Subcatchment7S: 6301 Horseshoe Bend Runoff Area=1.190 ac 12.00% Impervious Runoff Depth=1.53"
Flow Length=420' Tc=9.6 min CN=74/98 Runoff=2.76 cfs 0.152 af

Subcatchment8S: (new Subcat) Runoff Area=292,000 sf 18.84% Impervious Runoff Depth=1.67"
Flow Length=1,600' Slope=0.0275 '/' Tc=30.7 min CN=74/98 Runoff=9.32 cfs 0.935 af

Subcatchment9S: (new Subcat) Runoff Area=90,000 sf 8.33% Impervious Runoff Depth=1.46"
Flow Length=650' Slope=0.0650 '/' Tc=11.6 min CN=74/98 Runoff=4.22 cfs 0.251 af

Subcatchment10S: (new Subcat) Runoff Area=552,000 sf 5.43% Impervious Runoff Depth=1.85"
Tc=0.0 min CN=81/98 Runoff=51.35 cfs 1.954 af

Subcatchment11S: (new Subcat) Runoff Area=237,000 sf 37.97% Impervious Runoff Depth=2.07"
Flow Length=790' Slope=0.0700 '/' Tc=12.5 min CN=74/98 Runoff=14.54 cfs 0.937 af

Subcatchment12S: (new Subcat) Runoff Area=39,500 sf 12.66% Impervious Runoff Depth=1.55"
Flow Length=560' Slope=0.0750 '/' Tc=10.2 min CN=74/98 Runoff=2.07 cfs 0.117 af

Subcatchment13S: (new Subcat) Runoff Area=70,800 sf 19.63% Impervious Runoff Depth=1.69"
Flow Length=300' Slope=0.1000 '/' Tc=7.0 min CN=74/98 Runoff=4.59 cfs 0.229 af

Subcatchment14S: (new Subcat) Runoff Area=183,000 sf 18.03% Impervious Runoff Depth=1.66"
Flow Length=630' Slope=0.0700 '/' Tc=11.1 min CN=74/98 Runoff=9.74 cfs 0.580 af

Subcatchment15S: (new Subcat) Runoff Area=38,400 sf 21.88% Impervious Runoff Depth=1.74"
Flow Length=630' Slope=0.0700 '/' Tc=11.1 min CN=74/98 Runoff=2.13 cfs 0.128 af

Subcatchment16S: (new Subcat) Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=1.41"
Flow Length=650' Slope=0.0650 '/' Tc=14.6 min CN=74/98 Runoff=12.57 cfs 0.827 af

Subcatchment17S: (new Subcat) Runoff Area=85,000 sf 18.24% Impervious Runoff Depth=1.66"
Flow Length=500' Slope=0.0400 '/' Tc=12.7 min CN=74/98 Runoff=4.28 cfs 0.270 af

Subcatchment18S: (new Subcat) Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=1.41"
Flow Length=650' Slope=0.0650 '/' Tc=14.6 min CN=74/98 Runoff=12.57 cfs 0.827 af

Subcatchment19S: (new Subcat) Runoff Area=230,000 sf 8.70% Impervious Runoff Depth=1.77"
Flow Length=650' Tc=17.0 min CN=79/98 Runoff=11.12 cfs 0.779 af

Subcatchment20S: Runoff Area=491,000 sf 11.20% Impervious Runoff Depth=1.52"
Flow Length=760' Slope=0.0520 '/' Tc=14.0 min CN=74/98 Runoff=21.85 cfs 1.426 af

Subcatchment24S: Sewered Area To Runoff Area=173,680 sf 65.08% Impervious Runoff Depth=2.76"
Flow Length=700' Tc=9.9 min CN=80/98 Runoff=15.53 cfs 0.918 af

Subcatchment25S: Basin Area Runoff Area=51,330 sf 25.93% Impervious Runoff Depth=2.34"
Tc=7.0 min CN=84/98 Runoff=4.64 cfs 0.230 af

Reach 21R: (new Reach) Avg. Flow Depth=1.18' Max Vel=3.40 fps Inflow=10.63 cfs 11.645 af
n=0.035 L=265.0' S=0.0146 '/' Capacity=621.91 cfs Outflow=10.63 cfs 11.644 af

Pond 3P: 6315 Horseshoe Bend Drive Peak Elev=1,007.05' Storage=78 cf Inflow=11.77 cfs 0.707 af
Primary=11.74 cfs 0.707 af Secondary=0.00 cfs 0.000 af Tertiary=0.00 cfs 0.000 af Outflow=11.74 cfs 0.707 af

Pond 4P: 6311 Driveway Culvert Downstream Peak Elev=995.92' Storage=166 cf Inflow=17.42 cfs 2.063 af
Outflow=17.33 cfs 2.063 af

Pond 5P: 6307 Second Driveway Culvert Peak Elev=989.39' Storage=315 cf Inflow=19.16 cfs 2.164 af
Primary=18.91 cfs 2.164 af Secondary=0.00 cfs 0.000 af Outflow=18.91 cfs 2.164 af

Pond 6P: 6301 Driveway Culvert Peak Elev=988.12' Storage=1,849 cf Inflow=23.84 cfs 2.437 af
Outflow=21.32 cfs 2.437 af

Pond 7P: Horseshoe Bend Drive Crossing Peak Elev=986.47' Storage=1,617 cf Inflow=23.65 cfs 2.589 af
Primary=12.68 cfs 1.592 af Secondary=9.54 cfs 0.995 af Outflow=22.22 cfs 2.587 af

Pond 8P: Rolling Hills Road Driveway Peak Elev=979.88' Storage=12,993 cf Inflow=20.47 cfs 2.528 af
Primary=2.62 cfs 0.161 af Secondary=11.61 cfs 2.367 af Outflow=14.22 cfs 2.527 af

Pond 9P: Rolling Hills Road Crossing Peak Elev=979.42' Storage=16,544 cf Inflow=30.63 cfs 1.211 af
Outflow=11.80 cfs 1.211 af

Pond 10P: (new Pond) Peak Elev=975.70' Storage=268,946 cf Inflow=77.70 cfs 11.647 af
Outflow=10.63 cfs 11.645 af

Pond 11P: (new Pond) Peak Elev=979.51' Storage=38,098 cf Inflow=23.81 cfs 1.932 af
Outflow=5.36 cfs 1.743 af

Pond 12P: (new Pond) Peak Elev=980.24' Storage=3,619 cf Inflow=35.10 cfs 2.845 af
Primary=25.42 cfs 0.799 af Secondary=9.61 cfs 2.047 af Outflow=35.03 cfs 2.845 af

Pond 13P: (new Pond) Peak Elev=981.38' Storage=1,498 cf Inflow=33.27 cfs 2.729 af
Outflow=33.25 cfs 2.729 af

Model #2_5-Year 2.9.2023

MSE 24-hr 3 5-Year Rainfall=3.57"

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Pond 14P: (new Pond)	Peak Elev=986.52' Storage=1,771 cf Inflow=30.60 cfs 2.500 af Outflow=30.57 cfs 2.500 af
Pond 15P: (new Pond)	Peak Elev=991.32' Storage=2,214 cf Inflow=21.71 cfs 1.932 af Outflow=21.70 cfs 1.919 af
Pond 16P: (new Pond)	Peak Elev=994.23' Storage=1,777 cf Inflow=19.86 cfs 1.804 af Outflow=19.85 cfs 1.804 af
Pond 17P: (new Pond)	Peak Elev=1,018.16' Storage=3,069 cf Inflow=16.15 cfs 1.097 af Primary=7.33 cfs 0.977 af Secondary=8.73 cfs 0.120 af Outflow=16.06 cfs 1.097 af
Pond 18P: (new Pond)	Peak Elev=1,024.15' Storage=3,143 cf Inflow=12.57 cfs 0.827 af Outflow=12.27 cfs 0.827 af
Pond 19P: (new Pond)	Peak Elev=1,015.50' Storage=9,427 cf Inflow=11.12 cfs 0.779 af Outflow=5.17 cfs 0.779 af
Pond 20P: (new Pond)	Peak Elev=978.29' Storage=4,990 cf Inflow=33.41 cfs 2.325 af Outflow=33.03 cfs 2.325 af
Pond 22P: Buried	Peak Elev=973.88' Inflow=10.63 cfs 11.644 af 15.0" Round Culvert n=0.025 L=12.6' S=0.0198 ' Outflow=10.63 cfs 11.644 af
Pond 26P: Basin	Peak Elev=1,034.69' Storage=35,826 cf Inflow=19.87 cfs 1.148 af Outflow=2.37 cfs 1.148 af
Pond 27P: MH 10	Peak Elev=1,006.64' Inflow=2.37 cfs 1.148 af 12.0" Round Culvert n=0.013 L=12.0' S=0.0083 ' Outflow=2.37 cfs 1.148 af
Pond 28P: MH 11	Peak Elev=1,010.82' Inflow=2.37 cfs 1.148 af 8.0" Round Culvert n=0.013 L=78.0' S=0.0346 ' Outflow=2.37 cfs 1.148 af

**Total Runoff Area = 83.229 ac Runoff Volume = 11.849 af Average Runoff Depth = 1.71"
84.66% Pervious = 70.459 ac 15.34% Impervious = 12.769 ac**

Model #2_10-Year 2.9.2023

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Rainfall Events Listing (selected events)

Event#	Event Name	Storm Type	Curve	Mode	Duration (hours)	B/B	Depth (inches)	AMC
1	1-Year	MSE 24-hr	3	Default	24.00	1	2.48	2
2	2-Year	MSE 24-hr	3	Default	24.00	1	2.86	2
3	5-Year	MSE 24-hr	3	Default	24.00	1	3.57	2
4	10-Year	MSE 24-hr	3	Default	24.00	1	4.26	2

Time span=0.00-48.00 hrs, dt=0.01 hrs, 4801 points
Runoff by SCS TR-20 method, UH=SCS, Split Pervious/Imperv.
Reach routing by Dyn-Stor-Ind method - Pond routing by Dyn-Stor-Ind method

Subcatchment3: Project Site Area to Runoff Area=34,800 sf 3.39% Impervious Runoff Depth=2.32"
Tc=7.0 min CN=80/98 Runoff=3.26 cfs 0.154 af

Subcatchment3S: Off-site Area to Runoff Area=192,890 sf 15.24% Impervious Runoff Depth=2.13"
Flow Length=710' Tc=11.6 min CN=74/98 Runoff=13.15 cfs 0.786 af

Subcatchment4S: 6315 Horseshoe Bend Runoff Area=1.630 ac 12.00% Impervious Runoff Depth=2.06"
Flow Length=300' Tc=7.1 min CN=74/98 Runoff=5.74 cfs 0.280 af

Subcatchment5S: 6311 Horseshoe Bend Runoff Area=0.790 ac 12.00% Impervious Runoff Depth=2.06"
Flow Length=260' Tc=7.0 min CN=74/98 Runoff=2.79 cfs 0.135 af

Subcatchment6S: 6307 Horseshoe Bend Runoff Area=2.130 ac 12.00% Impervious Runoff Depth=2.06"
Flow Length=520' Tc=8.5 min CN=74/98 Runoff=7.02 cfs 0.365 af

Subcatchment7S: 6301 Horseshoe Bend Runoff Area=1.190 ac 12.00% Impervious Runoff Depth=2.06"
Flow Length=420' Tc=9.6 min CN=74/98 Runoff=3.75 cfs 0.204 af

Subcatchment8S: (new Subcat) Runoff Area=292,000 sf 18.84% Impervious Runoff Depth=2.21"
Flow Length=1,600' Slope=0.0275 '/' Tc=30.7 min CN=74/98 Runoff=12.48 cfs 1.235 af

Subcatchment9S: (new Subcat) Runoff Area=90,000 sf 8.33% Impervious Runoff Depth=1.98"
Flow Length=650' Slope=0.0650 '/' Tc=11.6 min CN=74/98 Runoff=5.78 cfs 0.340 af

Subcatchment10S: (new Subcat) Runoff Area=552,000 sf 5.43% Impervious Runoff Depth=2.43"
Tc=0.0 min CN=81/98 Runoff=66.36 cfs 2.570 af

Subcatchment11S: (new Subcat) Runoff Area=237,000 sf 37.97% Impervious Runoff Depth=2.64"
Flow Length=790' Slope=0.0700 '/' Tc=12.5 min CN=74/98 Runoff=18.68 cfs 1.196 af

Subcatchment12S: (new Subcat) Runoff Area=39,500 sf 12.66% Impervious Runoff Depth=2.07"
Flow Length=560' Slope=0.0750 '/' Tc=10.2 min CN=74/98 Runoff=2.80 cfs 0.157 af

Subcatchment13S: (new Subcat) Runoff Area=70,800 sf 19.63% Impervious Runoff Depth=2.23"
Flow Length=300' Slope=0.1000 '/' Tc=7.0 min CN=74/98 Runoff=6.10 cfs 0.302 af

Subcatchment14S: (new Subcat) Runoff Area=183,000 sf 18.03% Impervious Runoff Depth=2.19"
Flow Length=630' Slope=0.0700 '/' Tc=11.1 min CN=74/98 Runoff=13.02 cfs 0.768 af

Subcatchment15S: (new Subcat) Runoff Area=38,400 sf 21.88% Impervious Runoff Depth=2.28"
Flow Length=630' Slope=0.0700 '/' Tc=11.1 min CN=74/98 Runoff=2.82 cfs 0.167 af

Subcatchment16S: (new Subcat) Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=1.92"
Flow Length=650' Slope=0.0650 '/' Tc=14.6 min CN=74/98 Runoff=17.41 cfs 1.128 af

Subcatchment17S: (new Subcat) Runoff Area=85,000 sf 18.24% Impervious Runoff Depth=2.20"
Flow Length=500' Slope=0.0400 '/' Tc=12.7 min CN=74/98 Runoff=5.72 cfs 0.357 af

Model #2_10-Year 2.9.2023

MSE 24-hr 3 10-Year Rainfall=4.26"

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Subcatchment18S: (new Subcat)	Runoff Area=307,000 sf 5.86% Impervious Runoff Depth=1.92" Flow Length=650' Slope=0.0650 '/' Tc=14.6 min CN=74/98 Runoff=17.41 cfs 1.128 af
Subcatchment19S: (new Subcat)	Runoff Area=230,000 sf 8.70% Impervious Runoff Depth=2.34" Flow Length=650' Tc=17.0 min CN=79/98 Runoff=14.76 cfs 1.028 af
Subcatchment20S:	Runoff Area=491,000 sf 11.20% Impervious Runoff Depth=2.04" Flow Length=760' Slope=0.0520 '/' Tc=14.0 min CN=74/98 Runoff=29.78 cfs 1.916 af
Subcatchment24S: Sewered Area To	Runoff Area=173,680 sf 65.08% Impervious Runoff Depth=3.41" Flow Length=700' Tc=9.9 min CN=80/98 Runoff=19.10 cfs 1.132 af
Subcatchment25S: Basin Area	Runoff Area=51,330 sf 25.93% Impervious Runoff Depth=2.97" Tc=7.0 min CN=84/98 Runoff=5.85 cfs 0.292 af
Reach 21R: (new Reach)	Avg. Flow Depth=1.24' Max Vel=3.50 fps Inflow=11.97 cfs 15.435 af n=0.035 L=265.0' S=0.0146 '/' Capacity=621.91 cfs Outflow=11.97 cfs 15.435 af
Pond 3P: 6315 Horseshoe Bend Drive	Peak Elev=1,007.13' Storage=84 cf Inflow=15.81 cfs 0.940 af Primary=15.77 cfs 0.940 af Secondary=0.00 cfs 0.000 af Tertiary=0.00 cfs 0.000 af Outflow=15.77 cfs 0.940 af
Pond 4P: 6311 Driveway Culvert Downstream	Peak Elev=996.10' Storage=196 cf Inflow=23.04 cfs 2.644 af Outflow=22.94 cfs 2.644 af
Pond 5P: 6307 Second Driveway Culvert	Peak Elev=989.46' Storage=359 cf Inflow=25.46 cfs 2.779 af Primary=25.21 cfs 2.779 af Secondary=0.00 cfs 0.000 af Outflow=25.21 cfs 2.779 af
Pond 6P: 6301 Driveway Culvert	Peak Elev=988.01' Storage=1,564 cf Inflow=31.98 cfs 3.145 af Outflow=29.71 cfs 3.145 af
Pond 7P: Horseshoe Bend Drive Crossing	Peak Elev=987.32' Storage=4,928 cf Inflow=33.46 cfs 3.349 af Primary=14.90 cfs 2.035 af Secondary=10.88 cfs 1.313 af Outflow=25.78 cfs 3.347 af
Pond 8P: Rolling Hills Road Driveway	Peak Elev=979.81' Storage=12,165 cf Inflow=26.36 cfs 3.269 af Primary=0.81 cfs 0.008 af Secondary=22.39 cfs 3.261 af Outflow=22.39 cfs 3.269 af
Pond 9P: Rolling Hills Road Crossing	Peak Elev=980.02' Storage=26,633 cf Inflow=42.70 cfs 1.567 af Outflow=13.40 cfs 1.567 af
Pond 10P: (new Pond)	Peak Elev=976.18' Storage=384,606 cf Inflow=106.56 cfs 15.438 af Outflow=11.97 cfs 15.435 af
Pond 11P: (new Pond)	Peak Elev=979.92' Storage=49,616 cf Inflow=29.27 cfs 2.509 af Outflow=6.90 cfs 2.320 af
Pond 12P: (new Pond)	Peak Elev=980.33' Storage=3,950 cf Inflow=46.32 cfs 3.709 af Primary=36.23 cfs 1.218 af Secondary=9.81 cfs 2.490 af Outflow=46.04 cfs 3.709 af
Pond 13P: (new Pond)	Peak Elev=981.47' Storage=1,645 cf Inflow=43.69 cfs 3.552 af Outflow=43.67 cfs 3.552 af

Model #2_10-Year 2.9.2023

MSE 24-hr 3 10-Year Rainfall=4.26"

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Pond 14P: (new Pond)	Peak Elev=986.66' Storage=1,942 cf Inflow=39.75 cfs 3.250 af Outflow=39.71 cfs 3.250 af
Pond 15P: (new Pond)	Peak Elev=991.40' Storage=2,279 cf Inflow=27.44 cfs 2.495 af Outflow=27.44 cfs 2.483 af
Pond 16P: (new Pond)	Peak Elev=994.29' Storage=1,858 cf Inflow=24.90 cfs 2.328 af Outflow=24.89 cfs 2.328 af
Pond 17P: (new Pond)	Peak Elev=1,018.23' Storage=3,245 cf Inflow=22.71 cfs 1.485 af Primary=7.49 cfs 1.200 af Secondary=15.17 cfs 0.285 af Outflow=22.66 cfs 1.485 af
Pond 18P: (new Pond)	Peak Elev=1,024.23' Storage=3,417 cf Inflow=17.41 cfs 1.128 af Outflow=17.27 cfs 1.128 af
Pond 19P: (new Pond)	Peak Elev=1,015.77' Storage=13,080 cf Inflow=14.76 cfs 1.028 af Outflow=6.36 cfs 1.028 af
Pond 20P: (new Pond)	Peak Elev=978.40' Storage=5,651 cf Inflow=49.15 cfs 3.230 af Outflow=48.84 cfs 3.230 af
Pond 22P: Buried	Peak Elev=975.00' Inflow=11.97 cfs 15.435 af 15.0" Round Culvert n=0.025 L=12.6' S=0.0198 '/' Outflow=11.97 cfs 15.435 af
Pond 26P: Basin	Peak Elev=1,035.04' Storage=40,619 cf Inflow=24.57 cfs 1.424 af Outflow=4.42 cfs 1.424 af
Pond 27P: MH 10	Peak Elev=1,007.46' Inflow=4.42 cfs 1.424 af 12.0" Round Culvert n=0.013 L=12.0' S=0.0083 '/' Outflow=4.42 cfs 1.424 af
Pond 28P: MH 11	Peak Elev=1,021.59' Inflow=4.42 cfs 1.424 af 8.0" Round Culvert n=0.013 L=78.0' S=0.0346 '/' Outflow=4.42 cfs 1.424 af

Total Runoff Area = 83.229 ac Runoff Volume = 15.641 af Average Runoff Depth = 2.26"
84.66% Pervious = 70.459 ac 15.34% Impervious = 12.769 ac

STAFF REPORT

Agenda Item: 9c.

Council Meeting: February 23, 2023	Prepared By: Kevin Mattson
Topic: 2023 Capital Improvement Plan – Trail Maintenance Equipment Purchase	Action Required: Approval

Summary:

On January 27th, 2022, the City Council approved the 2022-2023 Capital Improvement Plan (CIP) as outlined in Attachment 1.

The Public Works department reviewed options for trail maintenance equipment/accessories and recommends purchasing a John Deere 4066R Tractor with Pronovost P800 Snowblower attachment with the allocated 2023 CIP funds.

This piece of equipment is commonly used in neighboring communities for the purposes of trail maintenance. It offers the most flexibility for the varying types of snow events and the maintenance challenges of managing where to place the snow (for example when trails cross numerous repeating driveways).

Proposed New Equipment (approx. \$76,500)

- John Deere 4066R Tractor with Pronovost P800 Snowblower – approx. \$76,500
 - New tractor that replaces older John Deere 4720 Tractor scheduled for replacement in 2024

Proposed Sold Equipment (\$31,000 savings)

- John Deere 4720 Tractor - \$31,000 savings
 - Sell existing equipment and eliminate from service to be replaced by John Deere 4066R Tractor

Other advantageous to the proposed equipment changes include:

- Enhanced efficiency in maintenance operations
- Year-round use of equipment

These pieces of equipment and accessories were purchased using the State Contract or with quotes that were lower than the State Contract. It should be noted that the included quotes are only valid thru the end of February and expected to continue to increase.

Staff anticipates bringing forward for approval all remaining 2023 CIP items at the March 9th meeting. Additionally, staff is planning a trail maintenance policy discussion in the coming months in advance of the 2023-2024 winter maintenance season.

Financial/Budget:

The proposed 2023 Capital Improvement Plan item for trail maintenance equipment and accessories totals \$45,500 which results in a net savings of approximately \$4,500.

Options:

1. Authorize staff to purchase the John Deere 4066R Tractor with Pronovost P800 Snowblower in the estimated net amount of \$45,500.
2. Send back to staff for further review.

Recommendation:

Authorize staff to purchase the John Deere 4066R Tractor with Pronovost P800 Snowblower in the estimated net amount of \$45,500.

Council Action:

Consider a motion to authorize staff to purchase the John Deere 4066R Tractor with Pronovost P800 Snowblower in the estimated net amount of \$45,500.

Attachments:

1. Adopted 2022-2023 Capital Improvement Plan
2. John Deere 4066R Tractor Quote
3. Pronovost P800 Snowblower Quote

Draft 2022-2023 Capital Improvement Plan

2022					
Department	Item	Cost	Re-sale	Sub-total	Notes
Administration	TBD				Facility review taking place following remodel
Public Safety	Ford SUV Explorer (565)	\$60,000	\$10,000	\$50,000	Repurposed for Reserves/Public Works/Code Enforcement
	Chief Squad (561)	\$65,000	\$0	\$65,000	Repurpose for City Hall
	Ford SUV Explorer	\$70,000	\$0	\$70,000	Fleet Addition due to added staff
	Key Management System	\$25,000	\$0	\$25,000	Existing System Beyond Capacity
	Weapon Mounted Cameras	\$15,000	\$0	\$15,000	
	Teathered Event and Search Camera	\$30,000	\$0	\$30,000	
	EZ Go Express 4x4	\$15,000	\$0	\$15,000	Replace EZ-Go Golf Cart
	Speed / Message Trailer	\$35,000	\$0	\$35,000	
	Support and Protection Equipment	\$20,000	\$0	\$20,000	Radios, squad protective equipment
	Records Management System	\$150,000	\$0	\$150,000	
Public Works/Parks	Craftco Crack Filler	\$60,000	\$3,000	\$57,000	
	John Deere 4066R Tractor	\$51,000	\$15,000	\$36,000	
	Felling Trailer	\$20,000	\$0	\$20,000	Keep for spare (emergency)
	Landpride 15 ft. Flex Mower	\$20,000	\$2,000	\$18,000	
	John Deere 1585 Front Mower w/accessories	\$53,000	\$7,000	\$46,000	
	John Deere 6130M Mower Tractor	\$145,000	\$30,000	\$115,000	
	GMC 3/4 ton Pickup with snow plow	\$65,000	\$10,000	\$55,000	Resale depends on availability of trucks in 2023
	Cat Grader	\$50,000	\$0	\$50,000	Rebuild
	Toro 7500 Mower	\$35,000	\$10,000	\$25,000	New equipment (received for \$10k grant)
	Front End Loader with snow plow	\$265,000	\$0	\$265,000	New equipment
	John Deere 1545 Front Mower	\$50,000	\$5,000	\$45,000	
	Tandem Axle Dump Truck	\$283,000	\$60,000	\$223,000	
	Warm Storage Area Expansion	\$40,000	\$0	\$40,000	
Sub-total				\$1,470,000	

2023					
Department	Item	Cost	Re-sale	Sub-total	Notes
Administration	Roof shingles	\$100,000	\$0	\$100,000	
Public Safety	Ford SUV Explorer (562)	\$70,000	\$0	\$70,000	Repurposed for Reserves/Public Works/Code Enforcement
	Ford SUV Explorer (566)	\$70,000	\$0	\$70,000	Repurposed for Reserves/Public Works/Code Enforcement
	Support and Protection Equipment	\$20,000	\$0	\$20,000	Radios, Body Cameras, squad protective equipment
Public Works/Parks	Wood Chipper	\$65,000	\$10,000	\$55,000	
	Trail Maintenance Equipment Accessories	\$50,000	\$0	\$50,000	New equipment
	1/2 ton pickup	\$50,000	\$0	\$50,000	New equipment
	Pickup	\$70,000	\$0	\$70,000	New equipment
Sub-total				\$485,000	

2022-2023 Total **\$1,955,000**

	Street Sweeper	\$350,000	\$0	\$350,000	Removed - review watershed grant opportunities
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ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Minnesota Equipment, Inc.
13725 Main Street
Rogers, MN 55374
763-428-4107
rogerssales@mnequip.com

Quote Summary

Prepared For:

CITY OF CORCORAN
8200 COUNTY ROAD 116
CORCORAN, MN 55340
Business: 763-420-2288
pmeister@ci.corcoran.mn.us

Delivering Dealer:

Minnesota Equipment, Inc.
Daniel Scharber
13725 Main Street
Rogers, MN 55374
Phone: 763-428-4107
danscharber@mnequip.com

Quote ID: 27966359

Created On: 22 December 2022

Last Modified On: 03 February 2023

Expiration Date: 28 February 2023

Equipment Summary	Selling Price	Qty	Extended
JOHN DEERE 4066R Compact Utility Tractor (52 PTO hp) Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22) Price Effective Date: January 1, 2022	\$ 52,916.56 X	1 =	\$ 52,916.56
ZUIDBERG FRONT 3PT W/ PUSHBAR, PTO Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22) Price Effective Date:	\$ 12,095.70 X	1 =	\$ 12,095.70
Equipment Total			\$ 65,012.26

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 65,012.26
Trade In	
SubTotal	\$ 65,012.26
Est. Service Agreement Tax	\$ 0.00
Total	\$ 65,012.26
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 65,012.26

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Minnesota Equipment, Inc.
13725 Main Street
Rogers, MN 55374
763-428-4107
rogerssales@mnequip.com

Salesperson : X _____

Accepted By : X _____



Investment Proposal (Quote)

RDO Equipment Co.
 2960 34th St S
 Moorhead MN, 56560
 Phone: (701) 526-2200 - Fax: (701) 526-2201

Proposal for:
 CITY OF CORCORAN
 8200 COUNTY ROAD 116
 CORCORAN, MN, 553402100

Investment Proposal Date: 2/3/2023
 Pricing Valid Until: 2/17/2023
 Deal Number: 1629145
 Customer Account#: 2288026
 Government Account Manager: Kipp Anderson
 Phone: (701) 526-2222
 Fax: (701) 526-2223
 Email: KTAnderson@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	New 2023 ZUIDBERG NORTH AMERICA 1404548	\$10,382.01
		Outside Parts and Labor Setup Front Hitch	\$3,250.00
1	TBD TBD	New 2023 PRONOVOST P800	\$11,494.98
Equipment Subtotal:			\$25,126.99

Purchase Order Totals

Balance:	\$25,126.99
Total Taxable Amount:	\$0.00
MN STATE TAX:	\$0.00
MN COUNTY TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$25,126.99
Cash with Order:	\$0.00
Balance Due:	\$25,126.99

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	TBD	2023 ZUIDBERG NORTH AMERICA 1404548	1404548 Front Hitch 1003724 FRONT PTO 540RPM,CW ROTATE,6SPLINE 1303721 FRONT HYDRAULIC REMOTES 1303063 SMALL ACCUMULATOR 1303348 HD ARM KIT/TORSION TUBE KIT 1303720 LOADER KIT
1	TBD	2023 PRONOVOST P800	P-800 COMBO COMBO SNOWBLOWER PRONOVOST GR. 2 (80") 8114 PTO SHAFT PSIG-7486 CHUTE - SEMI INDUSTRIAL MLH-250-R CHUTE ROTATION W/HYD MOTOR 25TR08 CYLINDER 2.5X8" STROKE 25TR08 TSB-74104 HOSE SUPPORT PG2-07 GREEN COLOR

STAFF REPORT

Agenda Item: 10a.

Council Meeting: February 23, 2023	Prepared By: Jessica Beise
Topic: Financial Assistance Request	Action Required: Approval

Summary:

The City has received a request to discuss potential for financial assistance for a sports complex. The requestor is looking at creating a sports complex in the Northeast District. The requestor has not yet submitted a concept/sketch plan but wanted to understand the project limitations before submitting the project. Staff met with Tammy Omdal, the City's financial advisor to discuss potential options. The City could look at tax abatement as a financial tool or look at partnership opportunities.

CJ of Pitch2Pitch is asking for the following consideration:

"I want to discuss the use and financing options associated with the baseball campus and the surrounding 80 acres to be developed as mixed use and light industrial. Understanding utilities, shared use and impact to the city and how to partner to help both grow are what I'd like to investigate further. This will help with knowing financing overall development and finance/investing models so having a solid grasp on the working relationship will help greatly.

Financial/Budget:

The request does not yet have a formal budget impact but could depending on the discussion and options.

Options:

1. Provide feedback to the requestor on potential for financial assistance; if financial assistance is considered, authorize staff to work with legal and financial advisors to bring forward next steps.

Recommendation:

Provide feedback to the requestor on potential for financial assistance; if financial assistance is considered, authorize staff to work with legal and financial advisors to bring forward next steps.

Council Action:

Provide feedback to the requestor on potential for financial assistance; if financial assistance is considered, authorize staff to work with legal and financial advisors to bring forward next steps.

Attachments:

N/A

STAFF REPORT

Agenda Item: 10b.

Council Meeting: February 23, 2023	Prepared By: Jessica Christensen Buck, Ryan Burns, and Pat Meister
Topic: Charitable Gambling Fund -- Authorize Tables and Chairs Purchase	Action Required: Approval

Summary:

Throughout the year, the City of Corcoran hosts a variety of events that require many tables and chairs. Prior to the City Hall remodel, the tables and chairs used were from 1995, were not in good condition, and needed to be replaced. Due to the pandemic, events were adjusted the last couple of years and rented tables and chairs were used. The cost of renting the items was approximately \$1,600 per event. Currently, the City utilizes tables and chairs for Night to Unite, Truck Safety Seminar, Firearm Safety, Country Daze, the Employee Recognition luncheon, and others. While not all of these events require a large number of tables, if the City owned the tables, it eliminates some barriers that arise with events. At minimum, the City would be facing upwards of \$4,000/year for rentals, with that price likely increasing over the years due to inflation. Staff acquired quotes ranging from \$14,500 to \$33,000 for 60 tables and 300 chairs. Staff determined the lower quoted option at approximately \$14,500 would be sufficient for the needs of the city and the cost would offset after approximately 4 years. Staff is requesting the Council consider approval of up to \$15,000 for the tables and chairs. The purchase is proposed to be funded through the City's lawful gambling donations as an eligible expense from that fund.

Financial/Budget:

The purchasing of tables and chairs was not an anticipated cost in the budget; however, seeing as this is an eligible expense, it is proposed to utilize lawful gambling donations.

Options:

1. Approve the purchasing of tables and chairs, up to \$15,000, to be funded through the City's gambling funds.
2. Approve the purchasing of tables and chairs, up to \$15,000, to be funded through the various event budgets that would utilize the tables.
3. Decline the request and direct staff to continue renting the tables and chairs in 2023.

Recommendation:

Staff recommends approval of the tables and chairs, up to \$15,000, to be funded through the City's gambling funds.

Council Action:

Consider a motion to approve the purchasing of tables and chairs, up to \$15,000, to be funded through the City's gambling funds.

Attachments:

None

STAFF REPORT

Agenda Item: 10c.

Council Meeting: February 23, 2023	Prepared By: Director Matt Gottschalk
Topic: Police Officer Recruitment and Retention	Action Required: Approval

Summary:

Over the past several years law enforcement agencies have begun seeing record numbers of staff departures while law enforcement educational programs are seeing record low enrollments and graduations. The lack of new graduates entering the profession has resulted in law enforcement agencies becoming increasingly competitive with each other to recruit both existing and new police officers. For the first time in decades there are vastly more departments in need of police officers than there are qualified candidates to fill those positions. There are currently over 150 police agencies actively seeking peace officers in Minnesota, many with multiple vacancies. Several police agencies in the state have permanently closed or consolidated, and many are operating at nearly half of their regular staffing. These effects have been felt by the communities and amongst the police officers that have chosen to remain serving their communities.

In early 2022, City staff began discussing how to respond to the recruitment and retention crisis facing the law enforcement profession and how to mitigate its impact on the Corcoran community. Special focus was given to items that would facilitate wellness for the City's current police officers and make it an attractive place to work for other police officers. In March of 2022, Corcoran police officers were asked to provide recruitment and retention ideas for City consideration.

Ideas from this solicitation were presented to the City Council in a work session on June 23, 2022. During the work session Council reviewed and discussed the ideas presented. After careful consideration the Council directed staff to further refine the budgetary impacts of the ideas and work with a subcommittee of Council members to survey the officers. The goal of the survey was to understand the retention value of each of the ideas to the officers and compare that to the carrying cost of the items in order to obtain a value weighted "Carrying Cost Per Benefit Point."

On January 12, 2023, Council held another work session on Police Officer Recruitment and Retention. Staff presented the survey data and analysis to Council. Based on the Council requested analysis, staff recommended that the Council consider adopting a form of paid sabbatical, travel reimbursement, and post-retirement health insurance severance payment for full-time police officers. Council provided direction to staff on the items and requested they be brought back in a form suitable for consideration for adoption.

Staff developed handbook language with guidance from the City Attorney. The language includes a phased roll out of a Police Officer Wellness and Retention plan providing for a Wellness Travel or Retreat Reimbursement beginning in 2023, Mental Health Sabbaticals beginning in 2024, and a Health Insurance Severance Payment beginning in 2025. The proposed handbook language, sabbatical roll-out schedule, and a chart showing the Health Insurance Severance Payment liability timeline based on current staffing is attached.

The Council can amend, adopt, or decline any of the presented language. There are a couple of discussion points that the Council should consider highlighted in the proposed handbook text.

On page three, the second bullet point near the top outlines a requirement for repayment of the travel or retreat reimbursement if an officer separates employment with the City within three months of its use. The intent of this clause is to prevent the malicious use of the benefit by a departing officer. Council could consider if they would prefer a longer lookback (like six months). There is some concern by staff that a negative life circumstance could necessitate an officer's departure and a six month lookback is a significant amount of time. The longer timeframe would likely increase the number of times the City may need to exercise the clause.

On page four of the proposed handbook language under the Health Insurance Severance Payment staff recommends a 10-year lookback for qualifying months of service. This is to create an immediate incentive to retain existing staff, but the liability isn't realized until staff retires from the department. The length of the lookback period has the greatest impact on the department's longest tenured staff and the least impact on newer staff. Staff has included the Health Insurance Severance Payment liability schedule to show the varying impacts of different lookback periods. The schedule assumes the liability occurs at the earliest possible eligibility date for each officer. Officers may stay beyond their eligibility in which case the City's liability could increase by \$150 for each additional qualifying month. The schedule also does not contemplate if an officer departed prior to eligibility negating the liability.

Financial/Budget:

The City budgeted \$20,000 to support officer recruitment and retention in 2023. The plan as presented would carry an \$18,000 liability in 2023 for the Wellness Travel or Retreat Reimbursement. The annual cost would increase to \$19,500 in 2024 if the City is able fill the additional police officer position scheduled for the fourth quarter of this year.

If adopted as recommended for a 2024 start, the Paid Sabbatical represents an approximate annual carrying cost of \$20,000 for wages to cover the officers' leave (based on 2023 staffing).

If adopted as recommended for a 2025 start, staff recommends that the Health Insurance Severance Payment be funded at \$20,000 per year starting in 2025.

Options:

1. Consider a motion to adopt the handbook language and sabbatical roll-out schedule as presented.
2. Consider a motion to adopt the handbook language and sabbatical roll-out schedule as amended by council.
3. Provide staff with other direction.

Recommendation:

Consider a motion to adopt the handbook language and sabbatical roll-out schedule as presented.

Council Action:

1. Consider a motion to adopt the handbook language and sabbatical roll-out schedule as presented.

Attachments:

1. Draft Police Officer Wellness and Retention handbook language
2. Sabbatical Roll-Out Schedule
3. Health Insurance Severance Payment liability schedule (2024 adoption)
4. Health Insurance Severance Payment liability schedule (2025 adoption)

Police Officer Wellness and Retention

The City of Corcoran recognizes the unique mental and physical stressors faced by law enforcement officers and the need to retain a healthy workforce for the protection of the community. Consequently, the City, in collaboration with officers, healthcare practitioners, and best practices advisors, has adopted the following wellness and retention strategies for all licensed police officers working in a full-time permanent capacity for the City:

Mental Health Sabbatical

The City is committed to providing sufficient time for appropriate stress recovery experiences.

After completing 48 months of continuous service with the Corcoran Police Department, a full-time police officer will be eligible for a conditional opportunity to take a mental health sabbatical of 21 consecutive calendar days. During the sabbatical, the officer will receive his/her regular rate of pay for any scheduled workdays, along with continued benefit and seniority accruals. In the event that a holiday occurs during the sabbatical the officer shall be compensated as though PTO was used for that day. No PTO will be deducted from the officer's bank if the holiday occurred during an eligible sabbatical.

The Mental Health Sabbaticals will begin after January 1, 2024, and initial officer eligibility dates will be determined by the Council's adopted roll-out schedule.

Following the initial roll-out, an officer will be eligible for a 21-day sabbatical after every 48 months of continuous service with the City of Corcoran commencing from the officer's date of hire or the last exercised sabbatical. Agency sabbaticals will be staggered and will likely not occur immediately upon eligibility. All sabbaticals will be subject to approval by the Director of Public Safety and scheduled by department management at least one year in advance.

The following conditions must be met for an officer to be eligible for a sabbatical:

- Officers are required to meet with the City's contracted mental health provider *prior* to the sabbatical to discuss their self-care plan during the sabbatical. The plan must focus on elements of mental, physical, and spiritual wellness. The cost of this visit shall be covered by the City and conducted during regular work hours.
- The officer must not work for any other employer during the sabbatical unless approved by the Director of Public Safety. Other work will not be approved if it is likely to interfere with the purpose of the sabbatical.
- The officer must be in good standing with the City and remain in good standing during the sabbatical.
- Upon completion of the sabbatical, the officer must not voluntarily separate from employment as a police officer with the City of Corcoran for a minimum of six more months.
- The officer must notify and coordinate with the City Attorney's Office and County Attorney's Office to avoid the scheduling of court appearances during the sabbatical.

If any of these conditions are not met, the City may require the use of the officer's PTO to compensate for the ineligible leave period.

The Director of Public Safety reserves the right for callback of the employee for investigative or prosecutorial purposes, emergency situations, or sabbatical date adjustments. If the officer is called back, the City reserves the right to adjust the leave period in order to achieve the appropriate absence for completing the officer's self-care plan. The City reserves the right to adjust the sabbatical dates based on proximity to other periods of extended leave by the officer or other department officers or staff.

This Mental Health Sabbatical policy is subject to revision at any time. This policy does not and shall not be interpreted to create a contract of employment nor create an employee entitlement to the sabbatical leave. Employees shall not be entitled to any payout for unused sabbatical leave upon separation from employment.

Wellness Travel or Retreat Reimbursement

The City recognizes the importance and value of travel and retreat experiences for officers as they work through stress recovery during their off time. There is value in both individual recovery efforts and quality time with the officer's outside of work support network including immediate household family members and domestic partners.

In order to encourage these experiences and the mental health and recovery benefits they facilitate, effective January 1, 2023, the City of Corcoran will provide qualified travel and vacation expense reimbursement of up to \$1,500 per year, to each full-time officer, for the expenses of the officer and his/her immediate household family members and domestic partners. There is no requirement to travel any specific distance from home for reimbursement eligibility ("staycations" are permissible).

Employees must submit an itemized receipt showing the eligible incurred expenses. Expenses are only eligible for reimbursement after the travel or expense has occurred. Officers must submit for reimbursement within 30 days of their first return to work.

Expenses eligible for reimbursement include:

- Mileage, airfare, or other travel ticket expenses (e.g. bus, train, cruise, etc.) to an eligible retreat destination.
- Lodging and hotel stays including timeshare expenses, resort fees, and port fees. (Lodging or travel that includes food or beverage benefits are allowed but only if the food or beverage cost cannot be otherwise be delineated or excluded from the lodging or travel fee.)
- Event tickets, venue tickets, admission fees, and experiences including taxes and fees.

The following conditions must be met for reimbursement under this section:

- The expense must be an eligible expense, actually incurred by the officer or an immediate household family member or domestic partner of the officer.
- The expense must not be reimbursed by another source.
- The officer must be in good standing with the City and remain in good standing during the time the expense is incurred.

- The officer must not be on administrative or medical leave during the time the expense is incurred.
- Upon receiving reimbursement, the officer must not voluntarily separate from employment as a police officer with the City of Corcoran for a minimum of **three more months**. If an officer does separate employment within **three months** of an eligible reimbursement that amount may be deducted from the officer's remaining paycheck(s) and/or severance payment.

Any other expenses incurred during the travel or vacation including other purchases, incidentals, food, beverages, and/or souvenirs are not eligible for reimbursement. Employee registration fees to compete in events where prizes or recognition may occur is not an eligible expense. Officers are encouraged to seek pre-approval from the Director of Public Safety (or his/her designee) prior to incurring the expense if they have questions about eligibility.

The \$1,500 per year reimbursement will be allocated on a calendar year basis and will be available to each eligible officer starting on January 1st of each year, subject to the provisions herein. Remaining unused reimbursement amounts may be carried over, however, officers may not carry over or accrue more than \$6,000 in total reimbursement eligibility at any time. Officers have until January 15th to submit eligible expenses from the prior calendar year in order to avoid or mitigate a negative impact on the new year's accrual, if the maximum accrual amount is reached. Officers who carry over more than \$4,500 in unused reimbursement eligibility shall only receive a reimbursement allocation equal to the amount necessary to reach the capped accrual amount. Any officer starting after January 1st will not receive a reimbursement allocation until the following January 1st.

Employees are individually responsible for any potential tax liabilities incurred by this reimbursement.

This Wellness Travel and Retreat Reimbursement policy is subject to revision at any time. This policy does not and shall not be interpreted to create a contract of employment nor create an employee entitlement to the reimbursement. Unused reimbursement allocations will not be paid to the employee upon separation from employment.

Health Insurance Severance Payment

The City of Corcoran recognizes the value in retaining police officers for the duration of their career. Due to the stressors experienced by police officers and the early retirement age of police officers, relative to other professions, the City is committed to assisting in supporting police officers' health care needs after retirement until they qualify for other care. Upon retirement, if an officer is not entitled to full single health insurance coverage or greater paid for by the City they shall receive the following:

Beginning on January 1, 2025, upon notifying the City at least 30 days in advance of retirement from policing and providing acceptable documentation affirming retirement upon separation, eligible retiring officers will receive a health insurance severance payment added to their final severance allocation deposited in the officer's MSRS Post-Retirement Health Savings Plan.

The eligibility and amount of the payment shall be as follows:

The officer who retires with a combination of years of service as a Minnesota P.O.S.T. Certified Peace Officer and age totaling 80 and having a minimum of 10 years of service as a Corcoran Police Officer, shall receive a severance payment equal to \$150 for each complete month of service as a Corcoran

Police Officer after **January 1, 2013**. This is a one-time separation payment, that will be paid only to eligible officers who meet the retirement criteria stated herein.

Officers must be retiring in good standing with the City to be eligible for this payment.

This Health Insurance Severance Payment policy is subject to revision at any time. This policy does not and shall not be interpreted to create a contract of employment or create an employee entitlement beyond the following: In the event this policy is discontinued at any time in the future, the City will honor a severance payment obligation for then-employed full-time police officers who achieve eligibility for the severance payment. In such event, the health insurance severance payment shall be equal to \$150 for each complete month of service as a Corcoran Police Officer from **January 1, 2013**, through the sunset date of the policy.

DRAFT

Sabbatical Roll-Out Schedule

Year	Officer
2024	R.Burns, Warren, Olson
2025	Gottschalk, Ekenberg, Decker
2026	Lawson, Andersen, Address
2027	Edstrom, Spellacy, A. Burns

*If an officer on this schedule separates employment, another officer may be moved up in the schedule provided they meet all sabbatical eligibilty requirements.

2024 Start- HISP Liability by Year (Accrual Starting Now)

City Liability by Year:						Fund Balance 10 Year Lookback	Fund Balance 10 Year Lookback City	
	<u>Full Career Lookback</u>	<u>10 Year Lookback</u>	<u>5 Year Lookback</u>	<u>3 Year Lookback</u>	<u>2023 Lookback</u>	<u># Eligible</u>	<u>City Funding \$15k/yr.</u>	<u>Funding \$20k/yr.</u>
2024	\$101,700	\$39,600	\$21,600	\$14,400	\$3,600	2	-\$24,600	-\$19,600.00
2025	\$0	\$0	\$0	\$0	\$0		-\$9,600	\$400.00
2026	\$0	\$0	\$0	\$0	\$0		\$5,400	\$20,400.00
2027	\$0	\$0	\$0	\$0	\$0		\$20,400	\$40,400.00
2028	\$0	\$0	\$0	\$0	\$0		\$35,400	\$60,400.00
2029	\$0	\$0	\$0	\$0	\$0		\$50,400	\$80,400.00
2030	\$0	\$0	\$0	\$0	\$0		\$65,400	\$100,400.00
2031	\$28,800	\$28,800	\$24,450	\$20,850	\$15,450	1	\$51,600	\$91,600.00
2032	\$49,500	\$49,500	\$43,950	\$40,350	\$33,750	2	\$17,100	\$62,100.00
2033	\$0	\$0	\$0	\$0	\$0		\$32,100	\$82,100.00
2034	\$48,300	\$37,950	\$28,950	\$25,350	\$19,950	1	\$9,150	\$64,150.00
2035	\$0	\$0	\$0	\$0	\$0		\$24,150	\$84,150.00
2036	\$0	\$0	\$0	\$0	\$0		\$39,150	\$104,150.00
2037	\$0	\$0	\$0	\$0	\$0		\$54,150	\$124,150.00
2038	\$0	\$0	\$0	\$0	\$0		\$69,150	\$144,150.00
2039	\$0	\$0	\$0	\$0	\$0		\$84,150	\$164,150.00
2040	\$33,900	\$33,900	\$33,900	\$33,900	\$31,650	1	\$65,250	\$150,250.00
2041	\$0	\$0	\$0	\$0	\$0		\$80,250	\$170,250.00
2042	\$0	\$0	\$0	\$0	\$0		\$95,250	\$190,250.00
2043	\$0	\$0	\$0	\$0	\$0		\$110,250	\$210,250.00
2044	\$39,450	\$39,450	\$39,450	\$39,450	\$39,450	1	\$85,800	\$190,800.00
2045	\$44,100	\$44,100	\$44,100	\$44,100	\$41,250	1	\$56,700	\$166,700.00
2046	\$0	\$0	\$0	\$0	\$0		\$71,700	\$186,700.00
2047	\$0	\$0	\$0	\$0	\$0		\$86,700	\$206,700.00
2048	\$50,550	\$50,550	\$50,550	\$50,550	\$46,500	1	\$51,150	\$176,150.00
2049	\$0	\$0	\$0	\$0	\$0		\$66,150	\$196,150.00
2050	\$0	\$0	\$0	\$0	\$0		\$81,150	\$216,150.00
2051	\$106,200	\$106,200	\$106,200	\$106,200	\$102,150	2	-\$10,050	\$129,950.00
2052	\$0	\$0	\$0	\$0	\$0		\$4,950	\$149,950.00
2053	\$0	\$0	\$0	\$0	\$0		\$19,950	\$169,950.00
2054	\$0	\$0	\$0	\$0	\$0		\$34,950	\$189,950.00

*If an officer does not retire immediately upon eligibility, as this chart shows, the City could incur additional liability of \$150 per month (\$1,800/ year) for that officer.

2025 Start- HISP Liability by Year (Accrual Starting Now)

City Liability by Year:	Fund Balance 10 Year Lookback					# Eligible	Fund Balance 10 Year Lookback	
	Full Career Lookback	10 Year Lookback	5 Year Lookback	3 Year Lookback	2023 Lookback		City Funding \$15k/yr.	City Funding \$20k/yr.
2025	\$105,300	\$43,200	\$25,200	\$18,000	\$7,200	2	-\$28,200	-\$23,200.00
2026	\$0	\$0	\$0	\$0	\$0		-\$13,200	-\$3,200.00
2027	\$0	\$0	\$0	\$0	\$0		\$1,800	\$16,800.00
2028	\$0	\$0	\$0	\$0	\$0		\$16,800	\$36,800.00
2029	\$0	\$0	\$0	\$0	\$0		\$31,800	\$56,800.00
2030	\$0	\$0	\$0	\$0	\$0		\$46,800	\$76,800.00
2031	\$28,800	\$28,800	\$24,450	\$20,850	\$15,450	1	\$33,000	\$68,000.00
2032	\$49,500	\$49,500	\$43,950	\$40,350	\$33,750	2	-\$1,500	\$38,500.00
2033	\$0	\$0	\$0	\$0	\$0		\$13,500	\$58,500.00
2034	\$48,300	\$37,950	\$28,950	\$25,350	\$19,950	1	-\$9,450	\$40,550.00
2035	\$0	\$0	\$0	\$0	\$0		\$5,550	\$60,550.00
2036	\$0	\$0	\$0	\$0	\$0		\$20,550	\$80,550.00
2037	\$0	\$0	\$0	\$0	\$0		\$35,550	\$100,550.00
2038	\$0	\$0	\$0	\$0	\$0		\$50,550	\$120,550.00
2039	\$0	\$0	\$0	\$0	\$0		\$65,550	\$140,550.00
2040	\$33,900	\$33,900	\$33,900	\$33,900	\$31,650	1	\$46,650	\$126,650.00
2041	\$0	\$0	\$0	\$0	\$0		\$61,650	\$146,650.00
2042	\$0	\$0	\$0	\$0	\$0		\$76,650	\$166,650.00
2043	\$0	\$0	\$0	\$0	\$0		\$91,650	\$186,650.00
2044	\$39,450	\$39,450	\$39,450	\$39,450	\$39,450	1	\$67,200	\$167,200.00
2045	\$44,100	\$44,100	\$44,100	\$44,100	\$41,250	1	\$38,100	\$143,100.00
2046	\$0	\$0	\$0	\$0	\$0		\$53,100	\$163,100.00
2047	\$0	\$0	\$0	\$0	\$0		\$68,100	\$183,100.00
2048	\$50,550	\$50,550	\$50,550	\$50,550	\$46,500	1	\$32,550	\$152,550.00
2049	\$0	\$0	\$0	\$0	\$0		\$47,550	\$172,550.00
2050	\$0	\$0	\$0	\$0	\$0		\$62,550	\$192,550.00
2051	\$106,200	\$106,200	\$106,200	\$106,200	\$102,150	2	-\$28,650	\$106,350.00
2052	\$0	\$0	\$0	\$0	\$0		-\$13,650	\$126,350.00
2053	\$0	\$0	\$0	\$0	\$0		\$1,350	\$146,350.00
2054	\$0	\$0	\$0	\$0	\$0		\$16,350	\$166,350.00
2055	\$0	\$0	\$0	\$0	\$0		\$31,350	\$186,350.00

Green highlight represents the staff recommendation

*If an officer does not retire immediately upon eligibility, as this chart shows, the City could incur additional liability of \$150 per month (\$1,800/ year) for that officer.

STAFF REPORT

Agenda Item: 10d.

Council Meeting: February 23, 2023	Prepared By: Jessica Beise
Topic: Cropland Weed Control	Action Required: Direction

Summary:

Historically, the City has maintained two open field locations, one property adjacent to County Road 116 north of City Hall and the other site at the City Park, via renting them out for agricultural purposes.

In 2022, the County reevaluated how it taxed leased land. As a result of this change, the renter was taxed for personal taxes as they utilize the land for commercial purposes.

As staff prepares for 2023, a new maintenance plan will have to be explored for weed control issues on the two parcels. Several options are outlined below.

Maintenance Service Contract

The city could develop and enter into a maintenance service agreement with a vendor to maintain the land under specific maintenance requirements. For example, contract language could restrict the vendor from selling the goods for a profit and utilize the crops. Staff would need to verify this option with the County that there would be not tax implications.

(Approximate cost of \$1,000 to \$2,500)

Rental

The city could continue to rent the land and adjust the contract language to account for the new tax requirements (compensate the renter for all or a portion of the annual tax amount). For example, in 2022, the rental value was approximately \$7,000 and County taxes approached \$15,000 for a net total cost of \$8,000.

Spraying/Mowing

Staff estimates upwards of 3-4 times a year at a cost of \$3,000 per application per field location based on current prices. For example, in 2021, a vendor sprayed one of the fields for \$2,000. (Approximate cost of \$18,000-\$24,000)

Repurpose to Community Garden

Staff believes this type of option could be considered in future years but would take time to plan and implement as it may not be applicable to all the sites. Planning Commissioner Brummond proposed that the Council consider this as a future program when preparing the city budget in 2024 or 2025.

Staff recommends reviewing all options to avoid defaulting to the spraying/mowing option due to the higher on-going costs.

Financial/Budget:

There will be a budget impact but the exact amount is unknown at this time.

Options:

1. Direct staff to review options for weed control for City land.

Recommendation:

Provide direction to staff on weed control for City land.

Council Action:

Direct staff to review options for weed control on City land.

Attachments:

N/A

STAFF REPORT

Agenda Item: 10e.

Council Meeting: February 23, 2023	Prepared By: Michelle Friedrich
Topic: Parks and Trails Commission Appointment	Action Required: Approval

Summary:

Parks and Trails Commission members are appointed by the City Council on staggered terms. The following Commissioner term is set to expire at the end of February:

- Phil Christenson

Commissioner Christenson is interested in continuing his service on the commission and their applications are attached.

Financial/Budget:

Parks and Trails Commission members serve without compensation.

Options:

1. Appoint Phil Christenson to the Parks and Trails Commission for a term expiring February 28, 2026.
2. Decline the appointment.

Recommendation:

Appoint Phil Christenson to the Parks and Trails Commission for a term expiring February 28, 2026.

Council Action:

Consider a motion appointing Phil Christenson to the Parks and Trails Commission for a term expiring February 28, 2026.

Attachments:

1. Commission Application – Phil Christenson



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COMMISSIONS APPLICATION

Please indicate by order which of the following you are interested in (1, 2, 3 etc.):

 1

Parks and Trails Commission

Meets the 3rd Thursday of the month at 7:00 p.m. - City Hall

Planning Commission

Meets the 1st Thursday of the month at 7:00 PM - City Hall

Watershed Commission

Meets the 2nd Wednesday of the month, 11:30 AM – Maple Grove City Hall

Charter

Meets once yearly

We welcome you as an applicant for one of the City's commissions. Residents of Corcoran are eligible for nomination to any of the City's commissions as established by the City Council. Please complete the following information, attach extra sheets if necessary, and return. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process.

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, your name and home address are public information, which must be provided to anyone who requests it. If appointed to a commission, the following information will also be public: education and training background, previous work experience, work location, a work telephone number, and any expense reimbursement. The other information requested below is classified as private. This information will be used by the Commissioners, and the City Council in determining whether you should be appointed to a commission. Therefore, all of the information will be provided to the Commissioners and City Council in a public forum and will be reviewed in public. Failure to provide the requested information may result in your not being considered for an appointment.

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

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

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



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Please complete the information below:

Name: <i>Phillip Christenson</i>		
Address: [REDACTED]		
Phone: (h) [REDACTED]	(w) [REDACTED]	(c) [REDACTED]
Fax: [REDACTED]	E-mail: [REDACTED]	

Please answer the following questions (use the back side if more space is needed):

1) How long have you been a Corcoran resident?

5+ years

2) Please list any city committees/ commissions you have served on in the past, either for the City of Corcoran or another community. Please include the dates of service and if you held any positions such as Chair or Secretary.

Parks - 2014 - Current
Charter Commission 10/2018 - 8/1/22

3) Please describe why you feel qualified to serve on the Commission for which you are applying, including any other relevant experience with the issues faced by the Commission.

Prior experience on Parks committee.

4) Why are you interested in serving on this Commission?

To continue the work on Corcoran's Parks and trails.



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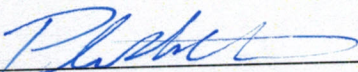
www.corcoranmn.gov

If appointed, I agree to disclose any conflict of interest I might have in reviewing or approving any contract, license, permit, application, appointment, land use decision, public improvement, or other matter that comes before me?

Please sign and date this Application and return to:

City of Corcoran
8200 County Road 116
Corcoran MN 55340

Or via email: mfriedrich@corcoranmn.gov



Applicant Signature

Date 1/12/23

STAFF REPORT

Agenda Item: 10f.

Council Meeting: February 23, 2023	Prepared By: Michelle Friedrich
Topic: Charter Commission Appointment	Action Required: Approval and Appointments

Summary:

The Charter Commission meets annually and is currently comprised of ten members. In the past the Charter Commission has discussed size, but the Charter does not set a specific number of commissioners. The Charter Commission can have a maximum of 15 members per Minnesota Statute 410.05 Subdivision 1.

The City has received Charter Commission applications for Council consideration for re-appointment of individuals whose Charter Commission terms expires on March 1, 2023. The City has received an application from Ken Guenthner for reappointment to the Charter Commission.

Financial/Budget:

Charter Commission members serve without compensation.

Options:

1. Appointment of Ken Guenthner to the Charter.
2. Decline the appointment and advertise for additional applicants.

Recommendation:

Recommend reappointment of Ken Guenthner to the Charter Commission.

Council Action:

Review Charter Commission application and appoint Ken Guenthner to the Charter Commission for a four-year term expiring on March 1, 2027.

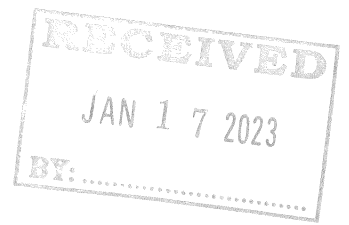
Attachments:

1. Charter Commission Application – Ken Guenthner



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COMMISSIONS APPLICATION

Please indicate by order which of the following you are interested in (1, 2, 3 etc.):

- Parks and Trails Commission**
Meets the 3rd Thursday of the month at 7:00 p.m. - City Hall
- Planning Commission**
Meets the 1st Thursday of the month at 7:00 PM - City Hall
- Watershed Commission**
Meets the 2nd Wednesday of the month, 11:30 AM – Maple Grove City Hall
- Charter**
Meets once yearly

We welcome you as an applicant for one of the City’s commissions. Residents of Corcoran are eligible for nomination to any of the City’s commissions as established by the City Council. Please complete the following information, attach extra sheets if necessary, and return. Accommodations will be provided, upon request, to allow individuals with disabilities to participate in the application process.

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, your name and home address are public information, which must be provided to anyone who requests it. If appointed to a commission, the following information will also be public: education and training background, previous work experience, work location, a work telephone number, and any expense reimbursement. The other information requested below is classified as private. This information will be used by the Commissioners, and the City Council in determining whether you should be appointed to a commission. Therefore, all of the information will be provided to the Commissioners and City Council in a public forum and will be reviewed in public. Failure to provide the requested information may result in your not being considered for an appointment.

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Corcoran, MN 55357
Phone: 763-420-2652



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Please complete the information below:

Name: <u>KEN GUENTHER</u>		
Address: [REDACTED]		
Phone: (h)	(w)	(c) [REDACTED]
Fax:	E-mail: [REDACTED]	

Please answer the following questions (use the back side if more space is needed):

1) How long have you been a Corcoran resident?

35 yrs

2) Please list any city committees/ commissions you have served on in the past, either for the City of Corcoran or another community. Please include the dates of service and if you held any positions such as Chair or Secretary.

*City Council 1997-2003, 2005-2016
Mayor 1999-2003, 2005-2016
Charter Commission 2004-2005, Chair 04-05
2017-2022*

3) Please describe why you feel qualified to serve on the Commission for which you are applying, including any other relevant experience with the issues faced by the Commission.

*Several years experience with City government.
Drafted current version of City Charter, updated and adapted while serving as Chair.*

4) Why are you interested in serving on this Commission?

I have been involved in many elements of the City's growth over the years and believe I can provide a useful perspective going forward.

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If appointed, I agree to disclose any conflict of interest I might have in reviewing or approving any contract, license, permit, application, appointment, land use decision, public improvement, or other matter that comes before me?

Please sign and date this Application and return to:

City of Corcoran
8200 County Road 116
Corcoran MN 55340

Or via email: mfriedrich@corcoranmn.gov



Date 1/12/23

Applicant Signature

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CITY OF CORCORAN

8200 County Road 116, Corcoran, MN 55340
763-420-2288

email: general@corcoranmn.gov / website: www.corcoranmn.gov

MEMO

Meeting Date: February 23, 2023
To: City Council
From: Natalie Davis McKeown, Planner
Re: Active Corcoran Planning Applications

The following is a status summary of active planning projects:

- 1. Transition/Buffer Zones ZOA (City File 22-034).** After multiple discussions on this topic in 2022, *the City Council reviewed a draft of a Buffer Yard Ordinance at the January 26th work session. Remaining questions included the enforcement process. Staff's recommendation regarding enforcement will be discussed further at the February 23rd regular Council meeting.* This is expected to go to the Planning Commission for a public hearing in the first half of 2023.
- 2. Pioneer Trail Industrial Park, Rezoning and Preliminary Plat and PUD (PID 32-119-23-34-0013, 32-119-23-34-0007, 32-119-23-43-0005 and 32-119-23-43-0006) (City File No. 22-039).** An application was submitted to move forward with the preliminary approvals for the Pioneer Trail Industrial Park off Highway 55. The item was reviewed by the Planning Commission at a Public Hearing on December 1st and was recommended for approval on a 3-1 vote. The City Council reviewed this item at the January 12th meeting, *and the application was approved at the January 26th regular meeting.*
- 3. PUD Standards Zoning Ordinance Amendment (City File No. 22-045).** After various discussions on planned unit development standards in 2022, *staff and City Council continued to discuss verbiage changes in the working draft of the new PUD district standards at the January 26th City Council Work Session as well as a joint Work Session with the Planning Commission and Parks and Trails Commission on February 9th. The Council asked the Planning Commission to continue discussion of the point categories at their March 2nd meeting, and the item will go back to Council for discussion on March 23rd.* This is expected to go to the Planning Commission for a public hearing in the first half of 2023.
- 4. Rental Ordinance (City File No. 22-046).** Staff and City Council continue to work through the draft ordinance and planning for administrative implementation. This item will go to another Council work session in the first quarter of 2023 before proceeding with Council approval. Since the Rental Ordinance will not be contained within the Zoning or Subdivision Ordinances of City Code, a public hearing is not required.
- 5. Keefe Minor Subdivision (PID 33-119-23-12-0007) (City File No. 22-063).** An application for

a two-lot subdivision at 6801 Willow Drive was submitted. The application was determined to be incomplete for City review and is not currently scheduled for review by the City Council. This type of application does not require review by the Planning Commission.

6. **Dish Tower Site Plan Amendment (PID 25-119-23-44-0005) (City File No. 22-066)**. A minor site plan amendment application was submitted for installation of new ground equipment at an existing telecommunications tower at 7205 County Road 101. This application is incomplete for review but will be approved administratively once all materials are submitted.
7. **“Vollrath Compost Site Sketch Plan” (PID 19-119-23-12-0002) (City File No. 22-078)**. Trent Vollrath submitted an application to ask the Council for feedback on allowing a commercial compost site within the Rural Residential district. The application was determined to be incomplete at this time.
8. **“MS4 Updates” (Citywide) (City File No. 23-001)**. Staff anticipates needing to process further changes to MS4-related regulations to comply with the City’s MS4 permit. Currently, Public Works and Engineering are focusing efforts on establishing new requirements for salt storage. The salt storage ordinance amendments are tentatively scheduled for Council review on March 9th.
9. **“Gmach Accessory Dwelling Unit CUP” (PID 05-119-23-13-0011) (City File No. 23-002)**. George Gmach submitted an application for a conditional use permit to allow an accessory dwelling unit over 960 square feet at 22600 Oakdale Drive. *This item is scheduled for a public hearing at the Planning Commission on March 9th with City Council review on March 23rd.*
10. **“Amira Village” (PID 25-119-23-12-0002) (City File No. 23-003)**. *Hempel Acquisition Company submitted a sketch plat application for a 141-unit development consisting of single-family homes for a senior living rental community at the Chastek property on Maple Hill Rd. This item will be reviewed informally by City Council on February 23rd.*
11. **“Kariniemi/Wicht Sketch Plat” (PID 18-119-23-11-0002; 18-119-23-42-0001) (City File No. 23-004)**. *Nathan Kariniemi of Willow1 LLC submitted a sketch plat application for an Open Space & Preservation plat near Kariniemi Meadows on County Road 19 and County Road 10. The plan includes three commercial lots that wrap around the existing Public Works building in addition to 8 small residential lots off Larsen Road. The plat includes a 40-acre outlot to be preserved as open space. This item will be reviewed informally by City Council on February 23rd.*

City of Corcoran 2023 City Council Schedule

Agenda Item: 12.

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

March 9, 2023 Work Session (Tentative)

- Pedestrian Crosswalk Policy

March 9, 2023

- Park Signs Plan
- Three Rivers Park District – Cooperative Agreement
- Firearms Ordinance Draft
- Planning Assistant – Transition PT 32 Hours and FT
- MS4 – Salt Storage Ordinance
- 2022 Code Enforcement Report
- Joint Powers Agreement – Hackamore Project
- Hackamore Project Approve Plans / Authorize Bids
- Watershed Letter of Support
- Broadband Comcast Contract (Tentative)
- Logo Approach and Staff Process for Logo (New Brighton Example)
- Construction Administration Proposal for Water Supply Projects
- 2023 Goals and Measureables*

March 23, 2023

- NW Trails Resolution of Support
- Placeholder to THC Regulations Follow Up
- PUD Ordinance Discussion
- 2023A Bond Sale
- Gmach AUD CUP
- PUD Zoning Amendment
- Re-appoint Commissioner to Expired Commission Seats – Applications thru 3/17 (Consent)

April 13, 2023 (Mayor Mckee – Excused)

- Commissioner Anderson
- Accept NW Jaycees Tree Donation
- Fund Creation
- 2021 and 2022 Transfers
- Juneteenth Holiday

April 27, 2023

- Proclamation – National Public Service Week
- Award RFP for City Park (Tentative)

May 11, 2023

- Proclamation – National Police Week

May 26, 2023

- Proclamation – National Public Works Week

June 8, 2023

- 2024 Budget Goals and Priorities

June 22, 2023

- Progress Report – 2023 Goals and Measurables

July 13, 2023

- Mid-Year Code Enforcement – Add November Report Next
- Draft 2024 Budget

July 27, 2023

- Supporting NW Trails DNR Funding – July 27, 2023

August 10, 2023

- Juneteenth Council Approval for 2024
- Draft 2024-25 CIP and Pre Orders
- Draft 2024 Budget

August 24, 2023

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September 14, 2023

- Preliminary Budget and Levy
- Levy Insert

September 28, 2023

- Progress Report – 2023 Goals and Measurables

October 12, 2023

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October 26, 2023

Additional Future Meetings

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