Corcoran City Council - Regular Session Agenda
October 22, 2026
7:00 PM

1. **Call to Order / Roll Call**
2. **Pledge of Allegiance**
3. **Agenda Approval**
4. **Presentations**
   a. Swearing In of Officers - Jack Peluf, Darren Bohlsen and Jordan Myhre
5. **Open Forum - Public Comment Opportunity**
6. **Consent Agenda**
   a. Approval of Minutes
   b. Financial Claims to October 22, 2026
   c. 2026 Q3 Financial Report
   d. Police Department Embedded Social Worker
   e. Corcoran Police Department Mental Health Provider Agreement
   f. Appointing Dwight Klingbeil as Acting Community Development Director
   g. Community Development Administrative Assistant Resignation and Authorization to Hire
   h. Weinand Woods 2nd Addition Preliminary Plat
   i. Letter of Support - Hennepin County CSAH 50 (Rebecca Park Trail) - Local Road Improvement Program Application
   j. Municipal Well 1 Rehabilitation - Engineering Services Proposal
   k. Rush Creek Stabilization - Engineering Services Proposal
   l. Chisholm Trail Improvements - Pay Request 4 & Final
   m. Water Treatment Plant - Pay Request 30
   n. Old Settlers, Horseshoe, & Trail Street Improvements - Pay Request 1
   o. Police Officer Lateral Entry Authorization
7. **Consent Agenda Items Removed for Consideration**
8. **Planning**
   a. Planning Commission Proposed Amendments to Chapter 34 of City Code
9. **Unfinished Business**
   a. Utilities Department - Budget Overview
10. **New Business**
    a. Engine Braking Ordinance Amendment
    b. Ordinance Amendment Regulating E-Bikes, E-Motos, and E-Scooters
    c. City Administrator Draft Performance Evaluation Survey
11. **Staff Reports**

12. **Council Reports**
13. **City Council Schedule**
    a. 2026 City Council Schedule
14. **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.a**

Council Meeting: October 22, 2026	**Prepared By:** Deb Johnson, City Clerk
Topic: Swearing In of Officers - Jack Peluf, Darren Bohlsen and Jordan Myhre	**Action Required:**

Council Action

STAFF REPORT **Agenda Item: 6.a**

Council Meeting: October 22, 2026	**Prepared By:** Deb Johnson, City Clerk Karen Heiden, Deputy Clerk
Topic: Approval of Minutes	**Action Required:** Approval

Summary
Approve September 24, 2026, Amending City Council Meeting Minutes, October 8, 2026, City Council Work Session Minutes, and October 8, 2026, City Council Meeting Minutes.

Recommendation
Approve September 24, 2026, Amending City Council Meeting Minutes, October 8, 2026, City Council Work Session Minutes, and October 8, 2026, City Council Meeting Minutes.

Council Action
Approve September 24, 2026 City Council Work Session and City Council Meeting Minutes

Attachments
1. 2026-09-24 REVISED Council Minutes.docx
2. 2026-10-08 DRAFT Council Work Session Minutes.docx
3. 2026-10-08 DRAFT Council Minutes.docx

City of Corcoran
City Council Minutes
September 24, 2026, 7pm

The Corcoran City Council met on September 24, 2026, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person. The meeting was also available to view online through electronic means using live streaming service through Granicus.

Mayor McKee, Councilors Friedrich, Lanterman, Nichols, and Vehrenkamp were present.

Also present: City Administrator Tobin, City Clerk Johnson, Finance Director Gsellmeier, Community Director Davis McKeown, Planner Klingbeil, Public Works Director Mattson, Public Safety Director Gottschalk and City Attorney Thames.

1. **Call to Order / Roll Call**
   Mayor McKee called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance**
   Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.
3. **Agenda Approval**
   Mayor McKee approved agenda as presented.
   MOTION: made by Nichols, seconded by Friedrich to approve the agenda as presented.
   Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
   (Motion carries: 5:0)
4. **Presentations**
5. **Open Forum**
   Mayor McKee invited residents to come forward to address the Council during Open Forum for any items not included on the agenda. City Administrator Tobin explained the instructions to participate in the public comment opportunity.
   - **Corinne Brummond**, 8985 Bechtold Road – addressed the council with concerns about automatic license plate readers.
   - **Jason Bartels,** 19795 Hunter's Ridge – addressed the council thanking those responsible for creating and publishing the videos of the city meetings and also pleased to hear that funds are budgeted for street repairs.
6. **Consent Agenda**
   a. City Council Meeting Minutes Approval
      Action – Approved September 10, 2026 City Council Minutes and September 10, 2026 City Council Work Session Minutes.
   b. Financial Claims
      Action – Approved Financial Claims for September 24, 2026.
   c. Part-time Community Service Officer Resignation and Authorization to Hire
      Action - Accepted the resignation of part-time Community Service Officer Tracy Du Huox and authorized staff to begin the hiring process immediately.
   d. Bendickson Garage CUP
      Action – Adopted Resolution 2026-68 Approving the Conditional Use Permit for a detached garage with a sidewall height of 17 feet in the front yeard.
   e. Freeland Garage CUP
      Action – Adopted Resolution 2026-67 Approving the Conditional Use Permit for a detached garage with a sidewall height of 13 feet in the front yard, and allowing the accessory structure footprint to exceed the allowed footprint by 379 sqare feet.
   f. Chastek Variance
      Action – Adopted Resolution 2026-69 Approving the variance to allow a 60% garage frontage throughout the Chastek development located at 7600 Maple Hill Road.

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g. Heritage Park Improvements – Pay Request 11 (Sitework)
Action – Approved Pay Request 11 for the Heritage Park Improvements to Fehn Companies, Inc. in the amount of $98,182.51.

h. Highway 55 Turn Lane Improvements (Corcoran Storage II)-Pay Request 1
Action- Approved Pay Request 1 for the Highway 55 Turn Lane Improvements project to T. Scherber Demolition and Excavating, LLC. in the amount of $104,546.07

i. Corcoran Police Technology Program
Action – Approved and authorized staff to enter into a service agreement with Axon through February 2037 for the provision of the OSP-Officer Safety Plan.

MOTION: made by Nichols , seconded by Lanterman to approve consent agenda items 6a-6i.
Voting Aye: McKee, Friedrich, Nichols, Lanterman, and Vehrenkamp.
(Motion carries: 5:0)

7. Consent Agenda Items Removed for Consideration

8. Planning

9. Unfinished Business

a. Continue Public Hearing – Civic Campus Bonding

Tammy Omdahl, Advisor from Northland Securities presented an overview of the Capital Improvement Plan and explained the purpose of the public hearing and process and next steps. Lanterman questioned the municipal advisor about compensation, tax estimates shared with residents, and bond repayment terms. He also raised concerns about differences in the mailers and the presentation. Omdahl stated stated that Northland has received zero dollars so far. Payment would occur only if the bonds are issued, following a standard municipal advisor agreement based on the par amount of the bonds. She also clarified that the firm is not the underwriter. Underwriters receive fees based on a percentageof the par amount for competitively sold bonds and also explained that her fims fee is also tied to the par amount but decreases propotionally as the par amount increases.

City Administrator Tobin explained that updated tax figures differ from earlier mailers due to refined valuations. He also noted that repayment terms of 20, 25, or 30 years depending on future interest rates and have been modeled accordingly. Additional questions from council focused on whether the water and sewer contribution involved cash or debt, whether delaying the public hearing would change financial assumption. Questions were also asked about compliance with statutory requirements for evaluating shared facility alternatives, with staff noting those materials are part of the CIP and bond counsel was present to advise.

Gina Fiorini, Kutek Rock, represented the city's bond Counsel addressing the council to clarify her role in the bond issuance process. She explained that her responsibility is limited to providing legal guidance on what actions are required and permitted for issuing bonds. She noted that while her office drafts the Capital Improvement Plan (CIP) using information provided by staff, the decision to adopt the CIP is solely decided on by the council.

City Administrator Tobin confirmed that the $10 million utility revenue bonds paid by revenues of the city's water and sewer are enterprise funds and do not require a petition or reverse referendum. Only the $40 million in general obligation bonds are subject to the reverse referendum process.

Lanterman asked whether continuing the public hearing to October 8th would require republishing notice or create any additional costs for the city. City Attorney Thames requested clarification and explained that the council could adjourn and reconvene the public hearing at a future date without needing new notice. City Attorney Thames also noted that while construction costs generally rise over time, there would be no direct costs associated with

continuing the hearing itself. It was confirmed by staff that the 30-day reverse referendum petition window will extend to Monday, October 26th and agreed to publish this deadline on the city's website.

Friedrich asked why the $10 million utility revenue bond doesn't reduce the $40 million GEO bond amount. City Administrator Tobin explained that the $40 million is only a not-to-exceed ceiling. Any utility funds or the potential $4.55 million in federal funding would reduce the final bond amount and that the vote does not finalize borrowing or project scope. Friedrich also raised the question whether this vote in the community's only chance to oppose the project. City Administrator Tobin clarified there will be multiple opportunities, including the reverse referendum process. If triggered, the council could choose a referendum during one of six special election windows, and the project would pause until the results are received.

MOTION: made by Nichols, seconded by Vehrenkamp to re-open the public hearing and take resident testimony.

Voting Aye: McKee, Friedrich, Nichols, Lanterman, and Vehrenkamp.
(Motion carries: 5:0)

Public Hearing:

- **David Foy**, 8115 County Road 116 – spoke against the civic campus project.
- **Laura Horn,** 10017 Jack Pine Lane – spoke against the civic campus project.
- **Allen Horn**, 10017 Jack Pine Lane – spoke against the civic campus project.
- **Kevin Gulden**, 10069 Mulberry Lane – spoke against the civic campus project.
- **Linda Hinsa**, 19355 103rd Ave – spoke against the civic campus project.
- **Matt Clark**, 10400 Hage Drive – spoke in favor of the civic campus project.
- **Kevin Pumarlo,** 10009 Jack Pine Lane – spoke against the civic campus project.
- **Jon Bottema**, 10500 Trail Haven Road – spoke against the civic campus project.

MOTION: made by McKee, seconded by Friedrich to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)

Nichols outlined a framework for evaluating the proposed city campus, noting the city's consistent staffing levels, recent service improvements, and the long-term limitations of the existing city hall. He explained that alternative options such as renovation, leasing space, remote work, or temporary facilities were considered but do not provide an adequate or lower cost solution. He also acknowledged residents tax concerns and emphasized using conservative long-term financial assumptions to assess affordability, including debt service, tax base growth, and future capital needs and urged the council to ensure the project fits within future tax capacity without compromising essential services.

MOTION: made by Lanterman, seconded by Friedrich to table the decision on Resolution 2026-58 Council discussion continued.
Voting Aye: Lanterman and Friedrich Nay: McKee, Nichols, and Vehrenkamp
(Motion fails: 2:3)

MOTION; made by Vehrenkamp, seconded by Nichols to approve Resolution 2026-58 Adopting a Capital Improvement Plan and providing preliminary approval for the issuance of general obligation bonds up to $40 million.
Voting Aye: McKee, Nichols, and Vehrenkamp Nay: Lanterman and Friedrich
(Motion carries: 3:2)

Mayor McKee called for a recess at 9:24 pm.
Mayor McKee called the meeting back to order at 9:35 pm

10. New Business

11. Staff Reports

a. City Administrator Tobin reported he met with assistant county administrator and her staff and confirmed County Road 30 is in the 10-year plan.

b. Public Works Director Mattson gave an update on Hennepin County transportation projects and some of the investments in improvement projects that affect Corcoran.

12. Council Reports

Mayor McKee mentioned Breast Fest on September 26th 2-7 pm.

Vehrenkamp mentioned Pints for the Past at the Stanchion on September 26th

13. City Council Schedule

14. Adjournment

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

Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.

(Motion carries 5:0)

Mayor McKee adjourned the meeting at 9:32 p.m. September 24, 2026.

Respectfully submitted,

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Karen Heiden – Deputy Clerk

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City of Corcoran
City Council Work Session Minutes
October 08, 2026

The Corcoran City Council met on October 08, 2026, in Corcoran, Minnesota.

Mayor McKee, Councilors Friedrich, Lanterman, Nichols, and Vehrenkamp were present.

Also present were City Administrator Tobin, Community Development Director Davis McKeown, Public Works Director Mattson, and Director of Public Safety Gottschalk.

1. **Call to Order**

Mayor McKee called the work session to order at 5:00 pm

2. **Scheduled Items**

a. Public Works Department – Organizational Review

Cathy Reynolds, Local Government ReEnvisioned, presented an organizational review of Public Works, identifying challenges with staffing capacity, communication gaps, and a structure that keeps supervisors focused on reactive field work instead of long-term planning. Key recommendations included separating Public Works and Engineering into two departments, clarifying leadership roles, adding operational leads, and strengthening GIS and asset-management systems. The plan envisions a phased, 10-year implementation to help the city keep pace with growth and improve service delivery. The report highlighted ongoing staffing shortages, especially difficulty hiring maintenance workers, which forces supervisors into field duties and limits strategic planning. While the proposed structure adds only one supervisory role, additional maintenance staff will likely be needed as the community expands. These organizational changes are expected to eventually affect job descriptions and classifications. The Council thanked the consultant, noting that the findings offer essential direction for future planning as the city continues to evolve and will require ongoing evaluation and investment.

b. Public Works Department – Budget Overviews

Public Works Director Matson presented the 2027 Public Works Budget overview, noting that personnel increases were primarily due to the incorporation of standby pay and that rising costs for materials, fuel, and equipment continue to impact operating needs. The department outlined planned street maintenance activities, including overlays in the Sunny Hill, Meadow Creek Drive, and Hunter Ridge neighborhoods. A feasibility study for Hunter Ridge is underway and may result in revised cost estimates before the December budget deadline. Staff also proposed including funding for pavement-evaluation software to support long-term asset management planning.
Council reviewed staffing needs and discussed the placeholder for an assistant city engineer, which will be reassessed to reflect updated organizational requirements and realistic hiring timelines. Additional adjustments included reallocating Elm Creek Watershed dues to the Engineering budget and updating Parks personnel costs. Council members raised questions regarding project timelines and future development connections, and staff provided updates on current construction progress.

c. Community Development Department Briefing

Community Development Director Davis McKeown presented the 2027 Community Development Budget overview. The overview proposed a restructuring that would consolidate 1,400 seasonal part-time hours into a single year-round part-time program coordinator position, eliminating rink attendant roles due to ongoing staffing challenges and shifting duties that have increasingly fallen on Parks, Public Works, and Police staff. Updates were provided on 2026 planning, construction services, code enforcement, and recreation activities, including land-use applications, inspections, rental licensing, community events, and significant progress on Heritage Park. The department outlined major 2027 priorities, especially the launch of the 2050 Comprehensive Plan, which will require extensive public engagement, monthly work sessions,

and cross-department involvement, with staff capacity adjusted accordingly during the director's maternity leave. Budget changes for 2027 reflect personnel cost increases, software and operational adjustments, and reallocation of recreation staffing resources. Council provided feedback supporting shorter monthly work sessions, earlier public engagement through surveys, and consideration of sustainability topics, with additional discussion on MUSAs, land-use staging, and ensuring communication tools like email updates are available for residents.

3. Adjournment

Motion: made by Vehrenkamp, seconded by Nichols to adjourn
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp
(Motion carries 5:0)
The Work Session was adjourned at 6:50 pm on Thursday, October 08, 2026.

Respectfully submitted,

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Karen Heiden – Deputy Clerk

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City of Corcoran
City Council Minutes
October 08, 2026, 7pm

The Corcoran City Council met on October 08, 2026, in Corcoran, Minnesota. The City Council meeting was held in person and the public was present in person. The meeting was also available to view online through electronic means using live streaming service through Granicus.

Mayor McKee, Councilors Friedrich, Lanterman, Nichols, and Vehrenkamp were present.

Also present: City Administrator Tobin, City Clerk Johnson, Community Director Davis McKeown, Planner Klingbeil, Public Works Director Mattson, Public Safety Director Gottschalk, and City Attorney Thames.

1. **Call to Order / Roll Call**
   Mayor McKee called the meeting to order at 7:00 pm.
2. **Pledge of Allegiance**
   Mayor McKee invited all in attendance to rise and join in the Pledge of Allegiance.
3. **Agenda Approval**
   City Administrator Tobin stated that a presentation for Tom Anderson was added to Presentations.
   MOTION: made by Vehrenkamp, seconded by Nichols to approve the agenda as amended.
   Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
   (Motion carries: 5:0)
4. **Presentations**
   a. Honoring Outgoing Parks and Trail Commissioner Tom Anderson
      City Administrator Tobin read Resolution 2026-70 recognizing Tom Anderson for over two decades of service to the City of Corcoran and its residents through a variety of appointed and volunteer positions.

   Everyone was invited to briefly go outside in the garden to plant a tree in honor of Tom's service.
   Meeting went into recess.
   Meeting reconvened.
5. **Open Forum**
   Mayor McKee invited residents to come forward to address the Council during Open Forum for any items not included on the agenda. City Administrator Tobin explained the instructions to participate in the public comment opportunity.
   - **Joe Lackner**, 22075 Oakdale Drive, addressed the council with concerns about Ulfers Garage Conditional Use Permit, Resolution 2026-35.
   - **Rosie Lackner**, 22075 Oakdale Drive, addressed the council.

   MOTION: made by Vehrenkamp, seconded by Nichols to extend the time for comment.
   Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
   (Motion carries: 5:0)
6. **Consent Agenda**
   a. City Council Meeting Minutes Approval
      Action – Pulled by Lanterman.
   b. Financial Claims
      Action – Approved Financial Claims for September 08, 2026.
   c. Resolution 2026-70 Honoring Outgoing Parks and Trails Commissioner Tom Anderson
      Action – Adopted Resolution 2026-70 Honoring Outgoing Parks and Trails Commissioner Tom Anderson.
   d. Resolution 2026-77 Appointment of an Operations Maintenance Worker

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Action – Adopted Resolution 2026-77 Approving the Appointment of Public Works Operations Maintenance Worker Logan Klinzman for the City of Corcoran.

e. Toward Zero Death (TZD) Grant
Action – Adopted Resolution 2026-76 Approving City of Corcoran's participation in the Toward Zero Death program and accept the grant from the Minnesota Department of Public Safety.

f. Approval Extension for Phils Quality Automotive Site Plan, Conditional Use Permit and Variance approvals at 7590 Commerce Street (City File 25-030)
Action – Adopted Resolution 2026-75 Approving Extension for Phil's Quality Automotive Site Plan, Conditional Use Permit and Variance approvals at 7590 Commerce Street.

MOTION: made by Vehrenkamp, seconded by Nichols to approve consent agenda items 6b-6f.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

7. Consent Agenda Items Removed for Consideration

a. (Item 6a) Minutes from September 24, 2026.
Lanterman pulled for discussion.
MOTION: made by Friedrich, seconded by Lanterman to have staff amend the September 24, 2026 council minutes and bring back to the next council meeting.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

8. Planning

a. Economic Development Strategic Plan
Mary Bujold, Consultant, Maxfield Research and Consulting, presented the city's economic development strategy, focused on expanding the commercial and industrial tax base reducing residential tax burden, and supporting long-term fiscal stability. Key points included community strengths, challenges with utility capacity and approval timelines, and opportunities in target industries such as light manufacturing and neighborhood retail. The consultant emphasized that businesses value predictable processes over financial incentives. Priority actions include streamlining development review, improving site readiness and marketing, supporting existing employers, and planning for future opportunities such as a business park. A five-year roadmap outlines steps for plan adoption, land inventory work, site preparation, grant pursuit, and opening additional land for development.
Jim Prosser, Public Policy Strategies, LLC emphasized three key strategies for improving stakeholder collaboration: engaging the community earlier in the development process, proactively encouraging participation from residents likely to be affected, and fostering coordinated partnerships among property owners, developers, and neighbors. This will help streamline the development timeline while supporting projects that better reflect community needs.
Staff clarified that although one slide referenced adopting the Economic Development Strategic Plan as the city's guiding framework, they were only seeking general direction at this meeting. No motion, resolution, or formal council action was requested, and the plan will ultimately be incorporated into the 2050 Comprehensive Plan. Consultant Bujold confirmed that no formal action would occur tonight.
Lanterman questioned the consultant's recommendation to add staff and expand city hall. Consultant Bujold explained that additional staff and more workspace would be necessary to implement the economic development plan, but did not recall current space or cost details. Financial impacts were reviewed, with the consultant noting that commercial and industrial

growth could help reduce residential tax burdens; full cost and tax base projections are still being prepared. She confirmed the $50,000 contract, with most funds already spent, and said the full report will be ready in two weeks.
Nichols emphasized the need to improve development processes rather than relying on financial incentives. He referenced previous risks and recent successful industrial projects that proceeded without incentives. Nichols questioned adopting a broader regional light-industrial identity and requested projected tax revenue estimates for a proposed new industrial building.
Vehrenkamp inquired about incorporating tools such as Tax Increment Financing (TIF).
Consultant Prosser responded that incentives should not lead the development process; instead, they should align with a clear development vision and be used only when genuine financial gaps are present.

Mayor McKee called recess at 8:29 pm.
Mayor McKee called the meeting back to order at 8:34 pm.

b. 3019 Addition Preliminary Plat, Rezoning, and Comprehensive Plan Amendment
Public Comment:
Kevin Dale, 9820 Creekview Circle, addressed the council asking them to deny rezoning amendment in relation to the 3019 Addition.
Diana Birch, 9800 Rush Creek Blvd, addressed council and asked them to deny the rezoning amendment.
Council received an overview from Planner Klingbeil regarding the request for approval of a Preliminary Plat, Rezoning, and Comprehensive Plan Amendment for the 3019 Addition. Staff recommended approval; however, the Planning Commission had recommended denial of all three components.
Council was presented with two options:
• Option A: Denial of the Comprehensive Plan Amendment, Rezoning, and Preliminary Plat.
• Option B: Approval of the Comprehensive Plan Amendment, rezoning the site from Transitional Rural Commercial and Rural Residential to Rural Commercial, adoption of findings of fact, and approval of the preliminary plat and site plans.
Council discussed rezoning standards, relevant sections of city code, and the Planning Commission's rationale for recommending denial. Staff reported that the applicant's attorney had submitted a last-minute letter indicating the county-required left-turn lane on County Road 30 would render the project financially infeasible unless the city funded two-thirds of the improvement. Council expressed concern that this information had not been shared with the Planning Commission and that project details continued to change, suggesting it was not ready for approval. Additional concerns were noted regarding neighborhood opposition and potential conflicts with city code. Council agreed that the transportation-related request could not be supported, particularly due to required coordination with the county.
Staff confirmed review of the applicant's letter and clarified that the referenced 150-foot and 200-foot structure setbacks were intended for the northeast and southeast lots rather than the northwestern-most lot.

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MOTION: made by Lanterman, seconded by Nichols to adopt Resolution 2026-78 Denying a Comprehensive Plan Amendment, Rezoning and Preliminary Plat for 3019 Addition (PID 07-119-23-14-0003) (City File No. 26-014).
Voting Aye: Friedrich, Lanterman, Nichols, and Vehrenkamp Abstain: McKee
(Motion carries: 4:0:1)

c. PUD Sketch Plan for Toomey, Schutte LP, and Dorothy Schutte Properties (City File No. 24-021)
Kendra Lindahl, Landform, presented a concept plan for two related residential developments totaling 608 units on approximately 500 acres of Toomey and Schutte parcels. The Toomey parcel is located on the west side of County Road 116, and the Schutte parcels are located on the east side of County Road 116. All land is guided Low-Density Residential and zoned Urban Reserve, requiring a Comprehensive Plan amendment to move into Phase 1 sewer staging. The proposed 50-foot lots do not meet the 15-foot separation, and wetlands limit buildable area. Some key issues: Schutte Road alignment, county access approval, trail coordination and proximity to the shooting range.
Ben Schmidt, Twin Cities Land Development Holdings, LLC, applicant, addressed the council and answered additional questions. Council was asked for feedback before proceeding with the environmental review process and a formal submittal.
Council provided feedback which included sewer staging, open space requirements, park amenities, trail connections, traffic and access points, wetland and floodplain considerations.

d. Scope of Work for Northeast District Plan Transportation
Kendra Lindahl, Planner, Landform and Steve Hegland, Engineer, reported back to the council regarding the assignment given at the August 27, 2026 council meeting to evaluate the transportation plan for the Northeast District.
The study will assess the existing plan, transportation network, county guidelines, environmental constraints, and public safety needs, while also gathering input from major landowners identified as GM Properties, Oswald, Uphoven, and Schlegel. The review will determine whether current street connections, classifications, and alignments are appropriate and whether all planned roads-especially those linking residential and commercial areas-are truly necessary. The findings will guide recommended revisions to improve connectivity while minimizing environmental impacts.
Council discussed coordinating the plan with Hennepin County for corridors County Road 116, County Road 30, and County Road 101. Planner Lindahl noted an initial plan had already been reviewed with the county and agreed to seek additional input while ensuring city interests are protected.
A question was raised by Lanterman regarding the project estimate of $10,000 and whether a spending cap could be defined. Lindahl clarified that the council action taken on August 27th included a not-to-exceed amount of $20,000.
Public Comment:
Kevin Pumarlo, 10009 Jack Pine Lane, addressed the council and requested that residents be allowed to have input in the study.
Planner Lindahl explained that this is a fact-finding study. Once the report is completed and presented to the council, that would be an appropriate time for the council to decide whether they want to pursue a public engagement process based on the findings.

9. Unfinished Business

10. New Business

a. Public Hearing – Amendment to 2026 Fee Schedule
Mayor McKee opened public hearing.

No Comments.
MOTION: made by Nichols, seconded by Vehrenkamp to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)
MOTION: Nichols, seconded by Friedrich to approve to Adopt Ordinance 2026-563 amending the 2026 Fee Schedule and Summary Ordinance 2026-564.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

b. Public Hearing – Certification of 2026 Delinquent Recycling Fees to Hennepin County
Mayor McKee opened public hearing.
No Comments.
MOTION: made by Nichols, seconded by Friedrich to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)
MOTION: made by Nichols, seconded by Friedrich to adopt Resolution 2026-71 Certifying 2026 Delinquent Recycling Fees to Hennepin County.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)

c. Public Hearing – Certification of 2026 Delinquent Water and Sewer Utility Fees to Hennepin County
Mayor McKee opened the public hearing.
No Comments.
MOTION: made by Nichols, seconded by Vehrenkamp to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)
MOTION: made by Friedrich, seconded by to adopt Resolution 2026-72 Certifying Delinquent Water and Sewer Utility Fees to Hennepin County.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)

d. Public Hearing – Certification of 2026 Escrow Account Balances to Hennepin County
Mayor McKee opened public hearing.
No Comments.
MOTION: made by McKee, seconded by Nichols to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)
MOTION: made by Nichols, seconded by Friedrich to adopt Resolution 2026-73 Certifying Delinquent Escrow Account Balances to Hennepin County.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

e. Public Hearing – Certification of 2026 Property Maintenance Fees to Hennepin County
Mayor McKee opened the public hearing.
No Comments.
MOTION: made by Nichols, seconded by Lanterman to close the public hearing.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)
MOTION: made by Nichols, seconded by Friedrich to adopt Resolution 2026-74 Certifying Delinquent Property Maintenance Fees to Hennepin County.

Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

f. Resolution for Public Hearing – Conduit Bond for St. Therese
MOTION: made by McKee, seconded by Nichols to approve the Resolution 2026-81 Calling for a Public Hearing for the Purpose of Providing Host Approval For the Issuance of Conduit Revenue Obligations for the Benefit of Saint Therese of Corcoran, LLC, and Authorizing the Publication of a Notice of Public Hearing to take place on November 12, 2026.
Gina Fiorini, bond attorney, Kutek Rock, provided additional clarification for this second project phase, only the City of Medina will issue the bonds, while the council's role is limited to providing host approval. Regardless of which city issues the bonds, the borrower remains fully responsible for repayment. It was clarified that the city acts only as a conduit to help the borrower secure a lower interest rate and holds no financial liability for repayment.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries: 5:0)

11. Staff Reports

a. City Administrator Tobin stated that the long-range financial plan is currently set to be presented on November 12th. Because the plan includes major proposed capital investments and the council is undergoing changes, it was suggested that the review be postponed. Historically, similar reviews have been delayed until a new council is seated. The recommendation is to wait and present the plan toward the end of the first quarter or beginning of the second quarter instead. Council agreed.

12. Council Reports

a. Lanterman requested an October 22nd agenda item to discuss whether Northland Securities should provide its Rule G42 Conflict of Interest disclosure and advisory agreement before any bond sale resolution. He believes Northland's contingent fee structure creates a potential conflict that should already have been disclosed. City Administrator Tobin stated all documents currently held by the city have been provided, and that obtaining additional disclosures or legal opinions would require direction from the full council. Northland's practice has been to issue disclosures at the time of bond issuance, not during early planning. Council discussed whether preliminary presentations constitute advisory activity requiring earlier disclosure. The consensus was to ask Northland whether the disclosure can be provided now, and if not, to explain why.

13. City Council Schedule

14. Adjournment

MOTION: made by Lanterman, seconded by Friedrich to adjourn.
Voting Aye: McKee, Friedrich, Lanterman, Nichols, and Vehrenkamp.
(Motion carries 5:0)

Mayor McKee adjourned the meeting at 10:53 p.m. October 08, 2026.

Respectfully submitted,

_____
Karen Heiden – Deputy Clerk

DRAFT

STAFF REPORT **Agenda Item: 6.b**

Council Meeting: October 22, 2026	**Prepared By:** Reed Kottke, Accountant
Topic: Financial Claims to October 22, 2026	**Action Required:** Approval

Summary
Claims require Council review and approval, those permitted per policy have been completed, while others are pending Council approval.

Financial/Budget
Claims are within budget or are identified on a case-by-case basis to confirm funding and seek Council approval as necessary.

Options
Approve claims as presented or amend and approve claims.

Recommendation
Approve claims as presented.

Council Action
Approve claims as presented.

Attachments
1. 20261022 council.pdf

Agenda Item:	6b
Council Meeting:	10/22/2026

APPROVED

Check Date:	10/8/2026
Check Range:	39989 - 40033

Total Amount	**$**	**128,911.06**

Check Date:	10/15/2026
Check Range:	40034 - 40090

Total Amount	**$**	**180,146.71**

PENDING

Check Date:	10/22/2026
Check Range:	40091 - 40101

Total Amount	**$**	**1,411,012.34**
Electronic Funds Transfer	**$**	**282,965.60**
Total Expenditures	**$**	**1,693,977.94**

Grand Total	**$**	**2,003,035.71**

Electronic Funds Transfer

Date	Vendor	Amount	Description
10/2/2026	PERA	39,170.54	PP20 PENSION
10/5/2026	OPTUM CLAIM	576.92	FLEXIBLE SPENDING ACCOUNT
10/5/2026	OPTUM BANK	6,790.15	PP20 HSA
10/7/2026	REVTRAK	10.62	SEPTEMBER TRANSACTION PROCESSING
10/7/2026	REVTRAK	19.95	SEPTEMBER TRANSACTION PROCESSING
10/7/2026	MINNESOTA STATE RETIREMENT SYSTEM	4,846.29	PP20 DEFERRED COMPENSATION
10/7/2026	MINNESOTA STATE RETIREMENT SYSTEM	5,729.76	PP20 HEALTH CARE SAVINGS PLAN
10/8/2026	INVOICE CLOUD	3,359.37	SEPTEMBER TRANSACTION PROCESSING
10/9/2026	ADP PAYROLL FEES	508.06	PP20 PROCESSING
10/13/2026	POSTALIA	750.00	MAIL METER POSTAGE
10/13/2026	OPTUM CLAIM	2,101.80	FLEXIBLE SPENDING ACCOUNT
10/14/2026	MINNESOTA DEPARTMENT OF REVENUE	99.10	SEPTEMBER PETROLEUM TAX RETURN
10/14/2026	MINNESOTA DEPARTMENT OF REVENUE	1,248.00	QUARTER 3 SALEX TAX RETURN
10/14/2026	MINNESOTA STATE RETIREMENT SYSTEM	4,934.48	PP21 DEFERRED COMPENSATION
10/14/2026	MINNESOTA STATE RETIREMENT SYSTEM	5,906.98	PP21 HEALTH CARE SAVINGS PLAN
10/14/2026	OPTUM BANK	6,790.15	PP21 HSA
10/14/2026	US BANK	17,313.26	OCTOBER PURCHASING CARD MANAGING ACCOUNT
10/15/2026	ADP TAX	49,610.66	PP21 TAX
10/15/2026	ADP WAGE PAY	133,199.51	PP21 NET PAY
Total Amount		**$ 282,965.60**	

BANK CODE: GEN CHECK DATE: 10/08/2026 INVOICE PAY DATE FROM 10/08/2026 TO 10/08/2026

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/08/2026	GEN	39989	5	ABDO LLP	3,457.75	0.00	3,457.75	1
10/08/2026	GEN	39990	1560	ACME TOOLS	224.00	0.00	224.00	1
10/08/2026	GEN	39991	2340	ACTIVE911, INC.	316.35	0.00	316.35	1
10/08/2026	GEN	39992	2270	AMAZON CAPITAL SERVICES	1,893.62	0.00	1,893.62	9
10/08/2026	GEN	39993	2297	ASPEN MILLS	491.05	0.00	491.05	1
10/08/2026	GEN	39994	622	BEAUDRY OIL COMPANY	1,532.55	0.00	1,532.55	1
10/08/2026	GEN	39995	3062	BROWNELLS, INC.	820.97	0.00	820.97	1
10/08/2026	GEN	39996	53	CARSON, CLELLAND, & SCHREDER	14,261.50	0.00	14,261.50	1
10/08/2026	GEN	39997	56	CINTAS - 470	34.69	0.00	34.69	1
10/08/2026	GEN	39998	56	CINTAS - 470	324.59	0.00	324.59	5
10/08/2026	GEN	39999	2427	COMPUTER INTEGRATION TECH	2,600.00	0.00	2,600.00	1
10/08/2026	GEN	40000	2496	DAKOTA SUPPLY GROUP	1,254.25	0.00	1,254.25	1
10/08/2026	GEN	40001	3295	GEARED UP APPAREL	1,381.00	0.00	1,381.00	1
10/08/2026	GEN	40002	2253	GOPHER STATE ONE CALL	495.45	0.00	495.45	1
10/08/2026	GEN	40003	3224	GREAT AMERICA FINANCIAL SERVICES	169.31	0.00	169.31	1
10/08/2026	GEN	40004	2936	GUARDIAN FLEET SAFETY	17,924.52	0.00	17,924.52	1
10/08/2026	GEN	40005	3214	HACH COMPANY	1,580.57	0.00	1,580.57	1
10/08/2026	GEN	40006	1859	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	5.00	0.00	5.00	1
10/08/2026	GEN	40007	3122	HKGI	4,088.06	0.00	4,088.06	1
10/08/2026	GEN	40008	1940	HOLIDAY COMPANIES	25.00	0.00	25.00	1
10/08/2026	GEN	40009	3152	INDEPENDENT TESTING TECHNOLOGIES	1,965.00	0.00	1,965.00	1
10/08/2026	GEN	40010	REFUNDBD	JP Brooks Builders	10,000.00	0.00	10,000.00	2
10/08/2026	GEN	40011	3257	LAW ENFORCEMENT LABOR SERVICES INC	971.58	0.00	971.58	2
10/08/2026	GEN	40012	1594	LEAGUE OF MN CITIES INSUR. TRUST WC	500.00	0.00	500.00	1
10/08/2026	GEN	40013	REFUNDBD	Maggie Vetsch - Pulte Homes	5,000.00	0.00	5,000.00	1
10/08/2026	GEN	40014	242	MARTIN MARIETTA MATERIALS	581.54	0.00	581.54	3
10/08/2026	GEN	40015	131	PAT MEISTER	98.00	0.00	98.00	1
10/08/2026	GEN	40016	167	MENARDS MAPLE GROVE	95.96	0.00	95.96	1
10/08/2026	GEN	40017	2275	MIDWEST MACHINERY CO.	91.65	0.00	91.65	1
10/08/2026	GEN	40018	1680	MN DEPT OF LABOR & INDUSTRY	16,783.11	0.00	16,783.11	1
10/08/2026	GEN	40019	1334	MOTOROLA SOLUTIONS INC	1,080.00	0.00	1,080.00	2
10/08/2026	GEN	40020	1837	NORTHLAND SECURITIES, INC.	3,600.00	0.00	3,600.00	1
10/08/2026	GEN	40021	3296	OCCUPATIONAL HEALTH CENTERS MN P.C.	712.00	0.00	712.00	1
10/08/2026	GEN	40022	REFUNDBD	P Lindholm & A Lindholm	1,000.00	0.00	1,000.00	1
10/08/2026	GEN	40023	3110	PACE SYSTEMS, INC	2,350.00	0.00	2,350.00	1
10/08/2026	GEN	40024	REFUNDBD	Pulte Homes	15,000.00	0.00	15,000.00	3
10/08/2026	GEN	40025	501	RDO EQUIPMENT CO.	72.56	0.00	72.56	1
10/08/2026	GEN	40026	138	REPUBLIC SERVICES	1,203.15	0.00	1,203.15	1
10/08/2026	GEN	40027	3263	SECURIAN LIFE INSURANCE COMPANY	2,447.80	0.00	2,447.80	1
10/08/2026	GEN	40028	REFUNDBD	Stonegate Builders	10,000.00	0.00	10,000.00	1
10/08/2026	GEN	40029	REFUNDUB	TEMPLIN, ANNE-MARIE	95.96	0.00	95.96	1
10/08/2026	GEN	40030	2663	ULTIMATE CLEANERS LLC	1,095.00	0.00	1,095.00	1
10/08/2026	GEN	40031	154	VERIZON WIRELESS	1,006.78	0.00	1,006.78	1
10/08/2026	GEN	40032	156	WESTSIDE WHOLESALE TIRE	40.00	0.00	40.00	1

BANK CODE: GEN CHECK DATE: 10/08/2026 INVOICE PAY DATE FROM 10/08/2026 TO 10/08/2026

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/08/2026	GEN	40033	2956	WRUCK SEWER & PORTABLE RENTAL	240.74	0.00	240.74	1

Num Checks: 45 Num Stubs: 0 Num Invoices: 64 Total Amount: 128,911.06

BANK CODE: GEN CHECK DATE: 10/15/2026 INVOICE PAY DATE FROM 10/15/2026 TO 10/15/2026

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/15/2026	GEN	40034	REFUNDUB	ABED LAWABNI	89.67	0.00	89.67	1
10/15/2026	GEN	40035	53	CARSON, CLELLAND & SCHREDER	963.00	0.00	963.00	2
10/15/2026	GEN	40036	1152	CENTERPOINT ENERGY	123.30	0.00	123.30	1
10/15/2026	GEN	40037	1152	CENTERPOINT ENERGY	18.45	0.00	18.45	1
10/15/2026	GEN	40038	1152	CENTERPOINT ENERGY	420.35	0.00	420.35	1
10/15/2026	GEN	40039	1152	CENTERPOINT ENERGY	34.00	0.00	34.00	1
10/15/2026	GEN	40040	56	CINTAS - 470	293.02	0.00	293.02	4
10/15/2026	GEN	40041	193	COMCAST - 0023202	538.35	0.00	538.35	1
10/15/2026	GEN	40042	3025	COMCAST - 930899035	1,951.87	0.00	1,951.87	1
10/15/2026	GEN	40043	2997	COMCAST 0044893	131.60	0.00	131.60	1
10/15/2026	GEN	40044	2427	COMPUTER INTEGRATION TECH	15,167.00	0.00	15,167.00	1
10/15/2026	GEN	40045	2575	DELETEME C/O ABINE INC	4,320.00	0.00	4,320.00	1
10/15/2026	GEN	40046	2011	ECM PUBLISHERS INC	544.00	0.00	544.00	5
10/15/2026	GEN	40047	2141	EMPLOYEE RELATIONS, INC.	101.32	0.00	101.32	1
10/15/2026	GEN	40048	1868	FEHN COMPANIES	167.63	0.00	167.63	1
10/15/2026	GEN	40049	1904	FERGUSON WATERWORKS #2518	578.27	0.00	578.27	1
10/15/2026	GEN	40050	1859	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	388.76	0.00	388.76	2
10/15/2026	GEN	40051	1859	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	1,854.18	0.00	1,854.18	1
10/15/2026	GEN	40052	3090	COOPER HENSEL	90.00	0.00	90.00	1
10/15/2026	GEN	40053	3230	HULS BROKERAGE INC	682.92	0.00	682.92	1
10/15/2026	GEN	40054	2108	INTERNATIONAL SECURITY PRODUCTS	249.70	0.00	249.70	1
10/15/2026	GEN	40055	REFUNDUB	JIM TYSON	112.94	0.00	112.94	1
10/15/2026	GEN	40056	REFUNDBD	JP Brooks Builders	25,000.00	0.00	25,000.00	5
10/15/2026	GEN	40057	REFUNDUB	KL MN 1 LLC	46.06	0.00	46.06	1
10/15/2026	GEN	40058	109	LANO EQUIPMENT	126.49	0.00	126.49	1
10/15/2026	GEN	40059	MISC	LAUREN CRAIG	30.00	0.00	30.00	1
10/15/2026	GEN	40060	1999	LOBERG ELECTRIC INC	1,196.30	0.00	1,196.30	1
10/15/2026	GEN	40061	1999	LOBERG ELECTRIC INC	1,390.19	0.00	1,390.19	1
10/15/2026	GEN	40062	2189	MADDEN, GALANTER, HANSEN LLP	500.00	0.00	500.00	1
10/15/2026	GEN	40063	242	MARTIN MARIETTA MATERIALS	582.10	0.00	582.10	3
10/15/2026	GEN	40064	167	MENARDS MAPLE GROVE	475.70	0.00	475.70	3
10/15/2026	GEN	40065	2245	METRO SALES INC	774.09	0.00	774.09	2
10/15/2026	GEN	40066	1786	MIMBACH FLEET SUPPLY INC	219.82	0.00	219.82	1
10/15/2026	GEN	40067	2457	BUREAU OF CRIMINAL APPREHENSION	600.00	0.00	600.00	1
10/15/2026	GEN	40068	1334	MOTOROLA SOLUTIONS INC	289.80	0.00	289.80	1
10/15/2026	GEN	40069	REFUNDBD	NATHAN ADAMS	830.87	0.00	830.87	1
10/15/2026	GEN	40070	235	NORTHERN SAFETY TECHNOLOGY	80.00	0.00	80.00	1
10/15/2026	GEN	40071	2831	NOVA FIRE PROTECTION INC	3,065.00	0.00	3,065.00	1
10/15/2026	GEN	40072	REFUNDBD	Pulte Homes	15,000.00	0.00	15,000.00	3
10/15/2026	GEN	40073	138	REPUBLIC SERVICES	145.04	0.00	145.04	1
10/15/2026	GEN	40074	138	REPUBLIC SERVICES	344.76	0.00	344.76	1
10/15/2026	GEN	40075	138	REPUBLIC SERVICES	1,497.17	0.00	1,497.17	1
10/15/2026	GEN	40076	138	REPUBLIC SERVICES	281.13	0.00	281.13	1
10/15/2026	GEN	40077	138	REPUBLIC SERVICES	168.28	0.00	168.28	1

BANK CODE: GEN CHECK DATE: 10/15/2026 INVOICE PAY DATE FROM 10/15/2026 TO 10/15/2026

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/15/2026	GEN	40078	1708	STANTEC CONSULTING SERVICES	89,771.04	0.00	89,771.04	44
10/15/2026	GEN	40079	2568	TIDE CLEANERS	395.26	0.00	395.26	1
10/15/2026	GEN	40080	REFUNDUB	TRACY KALTMAN-AHMED	246.24	0.00	246.24	2
10/15/2026	GEN	40081	3233	TRANSWEST TRUCKS	1,964.00	0.00	1,964.00	14
10/15/2026	GEN	40082	3051	WATER LABORATORIES, INC.	95.00	0.00	95.00	2
10/15/2026	GEN	40083	156	WESTSIDE WHOLESALE TIRE	120.00	0.00	120.00	2
10/15/2026	GEN	40084	158	XCEL ENERGY	1,125.35	0.00	1,125.35	1
10/15/2026	GEN	40085	158	XCEL ENERGY	17.50	0.00	17.50	1
10/15/2026	GEN	40086	158	XCEL ENERGY	171.41	0.00	171.41	1
10/15/2026	GEN	40087	158	XCEL ENERGY	4,298.49	0.00	4,298.49	1
10/15/2026	GEN	40088	158	XCEL ENERGY	376.16	0.00	376.16	1
10/15/2026	GEN	40089	158	XCEL ENERGY	26.34	0.00	26.34	1
10/15/2026	GEN	40090	2514	SHAWNA ZUTHER	76.79	0.00	76.79	1

Num Checks: 57 Num Stubs: 0 Num Invoices: 136 Total Amount: 180,146.71

BANK CODE: GEN CHECK DATE: 10/22/2026 INVOICE PAY DATE FROM 10/22/2026 TO 10/22/2026

Check Date	Bank	Check #	Vendor Code	Vendor Name	Invoice Total	Credit Total	Total Amount	# Invoices
10/22/2026	GEN	40091	3246	ASPHALT SPECIALTIES COMPANY	16,650.00	0.00	16,650.00	1
10/22/2026	GEN	40092	3236	BKV GROUP	179,573.00	0.00	179,573.00	2
10/22/2026	GEN	40093	2936	GUARDIAN FLEET SAFETY	89,195.55	0.00	89,195.55	1
10/22/2026	GEN	40094	MISC	JP BROOKS BUILDERS	23,771.96	0.00	23,771.96	1
10/22/2026	GEN	40095	58	CITY OF MAPLE GROVE	305,536.00	0.00	305,536.00	1
10/22/2026	GEN	40096	117	METRO WEST INSPECTION SERVICES	54,253.12	0.00	54,253.12	1
10/22/2026	GEN	40097	2267	METROPOLITAN COUNCIL ENVIRO	28,759.97	0.00	28,759.97	1
10/22/2026	GEN	40098	1375	METROPOLITAN COUNCIL	83,645.10	0.00	83,645.10	1
10/22/2026	GEN	40099	1680	MN DEPT OF LABOR & INDUSTRY	23,192.64	0.00	23,192.64	1
10/22/2026	GEN	40100	2898	PARK CONSTRUCTION COMPANIES	219,177.54	0.00	219,177.54	1
10/22/2026	GEN	40101	3085	RICE LAKE CONSTRUCTION GROUP	387,257.46	0.00	387,257.46	1

Num Checks: 11 Num Stubs: 0 Num Invoices: 12 Total Amount: 1,411,012.34

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 10/08/2026 - 10/22/2026
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 39989					
100-41500-50300	ABDO LLP	SEPTEMBER 2026 FS ACCOUNTING & ESCROWS 901	530134	10/08/26	1,307.50
100-41500-50301	ABDO LLP	SEPTEMBER 2026 FS ACCOUNTING & ESCROWS 901	530134	10/08/26	2,150.25
		Total For Check 39989			3,457.75
Check 39990					
100-43100-50210	ACME TOOLS	ORDER 28145314-000 MILWAUKEE M18 MULTI-TOOL	17107249	10/08/26	224.00
		Total For Check 39990			224.00
Check 39991					
100-42100-50323	ACTIVE911, INC.	SUBSCRIPTION RENEWAL X 19 10/01/26 - 09/30/	699876	10/08/26	316.35
		Total For Check 39991			316.35
Check 39992					
100-41900-50210	AMAZON CAPITAL SERVICES	BOOK: LEADERSHIP ON THE LINE X 12	1CD9-GR6W-HFQQ	10/08/26	153.63
100-42100-50200	AMAZON CAPITAL SERVICES	MISC SUPPLIES FOR POLICE DEPARTMENT	1P1R-QFKR-1MGP	10/08/26	480.25
100-42100-50200	AMAZON CAPITAL SERVICES	SUPPLIES FOR POLICE DEPARTMENT	1WN1-J1M4-6RXR	10/08/26	61.72
100-42100-50321	AMAZON CAPITAL SERVICES	OTTERBOX FOR POLICE DEPARTMENT	1QRH-GQ64-44TP	10/08/26	40.99
100-43100-50220	AMAZON CAPITAL SERVICES	LIGHTER POWER SOCKET PLUG X 6 FOR PUBLIC WO	1KGY-7JPQ-4F1H	10/08/26	43.15
100-43100-50321	AMAZON CAPITAL SERVICES	BLUETOOTH HEADSETS X 5 FOR PUBLIC WORKS	1H3T-376J-3R6P	10/08/26	893.70
100-45100-50213	AMAZON CAPITAL SERVICES	25" GOLD GIANT RIBBON CUTTING FOR PARKS	1FTM-LFNR-1WHC	10/08/26	55.99
100-45100-50213	AMAZON CAPITAL SERVICES	INVITATION ENVELOPES FOR PARKS	1HW9-DMRM-CYF7	10/08/26	19.94
100-45100-50213	AMAZON CAPITAL SERVICES	BARK IN THE PARK SUPPLIES	136K-CNC7-KJX3	10/08/26	144.25
		Total For Check 39992			1,893.62
Check 39993					
100-42100-50417	ASPEN MILLS	SO 26-13146 UNIFORMS & EMBROIDERY SERVICES	383195	10/08/26	491.05
		Total For Check 39993			491.05
Check 39994					
100-43100-50212	BEAUDRY OIL COMPANY	ULS #2 DYED KODIAK B20	3410546	10/08/26	1,532.55
		Total For Check 39994			1,532.55
Check 39995					
100-42100-50417	BROWNELLS, INC.	SO 3003960358 EPS-RD-MRS MULTI-RETICLE RED	2026413193094	10/08/26	820.97
		Total For Check 39995			820.97
Check 39996					
100-41600-50300	CARSON, CLELLAND, & SCHREDER	CITY ATTORNEY SEPTEMBER 2026	10470	10/08/26	10,747.50
100-42100-50304	CARSON, CLELLAND, & SCHREDER	CITY ATTORNEY SEPTEMBER 2026	10470	10/08/26	3,514.00
		Total For Check 39996			14,261.50
Check 39997					
100-43100-50400	CINTAS - 470	FIRST AID CABINET PUBLIC WORKS	5363029207	10/08/26	34.69
		Total For Check 39997			34.69
Check 39998					
100-41900-50400	CINTAS - 470	BLACK MATS-CITY HALL	4284149275	10/08/26	22.38
100-43100-50400	CINTAS - 470	SUPPLIES-PWOP	4284149261	10/08/26	34.55
100-43100-50417	CINTAS - 470	UNIFORMS-PUBLIC WORKS	4284149412	10/08/26	184.50
601-49400-50400	CINTAS - 470	REPLENISH FIRST AID CABINET-UT	5364568601	10/08/26	26.37
601-49400-50417	CINTAS - 470	UNIFORMS/SUPPLIES-UT	4284149280	10/08/26	15.21
602-49450-50400	CINTAS - 470	REPLENISH FIRST AID CABINET-UT	5364568601	10/08/26	26.38
602-49450-50417	CINTAS - 470	UNIFORMS/SUPPLIES-UT	4284149280	10/08/26	15.20

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 39998					
		Total For Check 39998			324.59
Check 39999					
100-41920-50300	COMPUTER INTEGRATION TECH	OCTOBER 2026 RETAINER	522730	10/08/26	2,600.00
		Total For Check 39999			2,600.00
Check 40000					
100-43100-50210	DAKOTA SUPPLY GROUP	SHOP SUPPLIES	S106041323.001	10/08/26	1,254.25
		Total For Check 40000			1,254.25
Check 40001					
202-42100-50210	GEARED UP APPAREL	POLICE CITIZEN ACADEMY SHIRTS	S30246	10/08/26	1,381.00
		Total For Check 40001			1,381.00
Check 40002					
601-49400-50313	GOPHER STATE ONE CALL	367 BILLABLE TICKETS @ $1.35 - SEPTEMBER 20	6090317	10/08/26	247.72
602-49450-50313	GOPHER STATE ONE CALL	367 BILLABLE TICKETS @ $1.35 - SEPTEMBER 20	6090317	10/08/26	247.73
		Total For Check 40002			495.45
Check 40003					
100-41900-50413	GREAT AMERICA FINANCIAL SERVICES	AGREEMENT 012-3143929-000 FOLDER INSERTER	43138761	10/08/26	16.93
601-49400-50413	GREAT AMERICA FINANCIAL SERVICES	AGREEMENT 012-3143929-000 FOLDER INSERTER	43138761	10/08/26	76.19
602-49450-50413	GREAT AMERICA FINANCIAL SERVICES	AGREEMENT 012-3143929-000 FOLDER INSERTER	43138761	10/08/26	76.19
		Total For Check 40003			169.31
Check 40004					
435-42100-50550	GUARDIAN FLEET SAFETY	2026 CHEV TAHOE SSV VIN X371533 - FULL BUIL	306053	10/08/26	17,924.52
		Total For Check 40004			17,924.52
Check 40005					
601-49400-50210	HACH COMPANY	REF: 321966556-1 ASSY PACK CHEMKEYS & SUPPL	15198323	10/08/26	1,580.57
		Total For Check 40005			1,580.57
Check 40006					
100-41910-50300	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	REC0001570 RECORDS REVIEW	1000274749	10/08/26	5.00
		Total For Check 40006			5.00
Check 40007					
415-45200-50300	HKGI	CITY PARK PLANNING & DESIGN AUGUST 2026	023-058-32	10/08/26	4,088.06
		Total For Check 40007			4,088.06
Check 40008					
601-49400-50403	HOLIDAY COMPANIES	SEPTEMBER 2026 CAR WASHES	003401102600	10/08/26	12.50
602-49450-50403	HOLIDAY COMPANIES	SEPTEMBER 2026 CAR WASHES	003401102600	10/08/26	12.50
		Total For Check 40008			25.00
Check 40009					
100-00000-22205-056	INDEPENDENT TESTING TECHNOLOGIES	OLD SETTLERS HORSESHOE TRL STREET IMPROVEME	47588	10/08/26	1,965.00
		Total For Check 40009			1,965.00
Check 40010					
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19942 HUNTERS RDG	CE0069	10/08/26	5,000.00
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19948 HUNTERS RDG	CE0070	10/08/26	5,000.00
		Total For Check 40010			10,000.00

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40011					
100-00000-21707	LAW ENFORCEMENT LABOR SERVICES INC	UNION DUES OCTOBER 2026 - LOCAL 615 POLICE	202610	10/08/26	730.00
100-00000-21707	LAW ENFORCEMENT LABOR SERVICES INC	UNION DUES OCTOBER 2026 - LOCAL 641 PD SUPP	202610-2	10/08/26	241.58
		Total For Check 40011			971.58
Check 40012					
100-45200-50365	LEAGUE OF MN CITIES INSUR. TRUST WC	WORKERS COMPENSATION CLAIM 00535201	26926	10/08/26	500.00
		Total For Check 40012			500.00
Check 40013					
100-00000-22206	Maggie Vetsch - Pulte Homes	ESCROW REFUND 6272 LARKSPUR LN	CE0065	10/08/26	5,000.00
		Total For Check 40013			5,000.00
Check 40014					
100-43122-50224	MARTIN MARIETTA MATERIALS	25420375 SO, JOB# 60469014, JOB NAME STC T2	50686151	10/08/26	195.81
100-43122-50224	MARTIN MARIETTA MATERIALS	25428612 SO, JOB# 60469014, JOB NAME STC T2	50702935	10/08/26	193.50
100-43122-50224	MARTIN MARIETTA MATERIALS	25436530 SO, JOB# 60469014, JOB NAME STC T2	50717494	10/08/26	192.23
		Total For Check 40014			581.54
Check 40015					
100-43100-50207	PAT MEISTER	CLASS A LICENSE/SEWAGE OPERATOR REIMBURSEME	20261006	10/08/26	75.00
602-49450-50207	PAT MEISTER	CLASS A LICENSE/SEWAGE OPERATOR REIMBURSEME	20261006	10/08/26	23.00
		Total For Check 40015			98.00
Check 40016					
100-45100-50210	MENARDS MAPLE GROVE	MISC SUPPLIES FOR PARKS & REC	70660	10/08/26	95.96
		Total For Check 40016			95.96
Check 40017					
100-43100-50220	MIDWEST MACHINERY CO.	V-BELT & PULLY, ID	11061886	10/08/26	91.65
		Total For Check 40017			91.65
Check 40018					
100-00000-20802	MN DEPT OF LABOR & INDUSTRY	Q2 2026 BUILDING PERMIT SURCHARGE REPORT	20260630	10/08/26	17,482.41
100-00000-32210	MN DEPT OF LABOR & INDUSTRY	Q2 2026 BUILDING PERMIT SURCHARGE REPORT	20260630	10/08/26	(699.30)
		Total For Check 40018			16,783.11
Check 40019					
435-42100-50550	MOTOROLA SOLUTIONS INC	PORTABLE RADIO BATTERY X 2	8282406029	10/08/26	246.00
435-42100-50550	MOTOROLA SOLUTIONS INC	AUDIO EARPIECE & REMOTE SPEAKER X 2	8282406203	10/08/26	834.00
		Total For Check 40019			1,080.00
Check 40020					
100-41500-50300	NORTHLAND SECURITIES, INC.	SEPTEMBER 2026 FINANCIAL MANAGEMENT PLAN	INV-2544	10/08/26	3,600.00
		Total For Check 40020			3,600.00
Check 40021					
100-41900-50300	OCCUPATIONAL HEALTH CENTERS MN P.C.	EMPLOYMENT SCREENING	104491706	10/08/26	712.00
		Total For Check 40021			712.00
Check 40022					
100-00000-22206	P Lindholm & A Lindholm	ESCROW REFUND 6699 BRIDLE PATH	CE0064	10/08/26	1,000.00
		Total For Check 40022			1,000.00
Check 40023					

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40023					
100-41900-50300	PACE SYSTEMS, INC	PACE SCHEDULER 11/23/2026-11/22/2027	IN00081298	10/08/26	2,350.00
		Total For Check 40023			2,350.00
Check 40024					
100-00000-22206	Pulte Homes	ESCROW REFUND 6276 LARKSPUR LN	CE0066	10/08/26	5,000.00
100-00000-22206	Pulte Homes	ESCROW REFUND 6278 LARKSPUR LN	CE0067	10/08/26	5,000.00
100-00000-22206	Pulte Homes	ESCROW REFUND 6282 LARKSPUR LN	CE0068	10/08/26	5,000.00
		Total For Check 40024			15,000.00
Check 40025					
100-43100-50220	RDO EQUIPMENT CO.	ORDER 110287, PULEY, SCREW & SLEEVE	P3570614	10/08/26	72.56
		Total For Check 40025			72.56
Check 40026					
100-43201-50300	REPUBLIC SERVICES	CONTRACT RECYCLING SERVICE SEPTEMBER 2026	0894-007673726	10/08/26	1,203.15
		Total For Check 40026			1,203.15
Check 40027					
100-41130-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	6.75
100-41320-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	186.75
100-41400-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	106.75
100-41500-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	51.70
100-41910-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	50.92
100-41920-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	33.75
100-42100-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	717.40
100-42102-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	223.80
100-42400-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	83.37
100-43100-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	261.20
100-43170-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	24.00
100-45100-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	15.77
100-45200-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	552.00
601-49400-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	66.82
602-49450-50130	SECURIAN LIFE INSURANCE COMPANY	OCTOBER 2026 LIFE INSURANCE PREMIUMS	20261031	10/08/26	66.82
		Total For Check 40027			2,447.80
Check 40028					
100-00000-22206	Stonegate Builders	ESCROW REFUND 19789 63RD PL	CE0063	10/08/26	10,000.00
		Total For Check 40028			10,000.00
Check 40029					
601-00000-22200	TEMPLIN, ANNE-MARIE	UB refund for account: 20019363-66353002	10/07/2026	10/08/26	95.96
		Total For Check 40029			95.96
Check 40030					
100-41900-50401	ULTIMATE CLEANERS LLC	CITY HALL & POLICE DEPARTMENT CLEANING SEPT	26100100	10/08/26	1,095.00
		Total For Check 40030			1,095.00
Check 40031					
100-41320-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	38.65
100-41400-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	38.65
100-41500-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	38.65
100-41910-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	38.21
100-42100-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	739.37
100-42100-50323	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	54.5

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40031					
100-42400-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	20.02
100-45100-50321	VERIZON WIRELESS	PD/CH CELLULAR 7/27-8/26	6154379767	10/08/26	38.65
		Total For Check 40031			1,006.78
Check 40032					
100-42100-50403	WESTSIDE WHOLESALE TIRE	REPAIR LF TIRE X 1 FOR POLICE DEPT SQUAD 58	992666	10/08/26	40.00
		Total For Check 40032			40.00
Check 40033					
100-45200-50210	WRUCK SEWER & PORTABLE RENTAL	UNITS FOR PARKS SEPTEMBER 2026	I38734	10/08/26	240.74
		Total For Check 40033			240.74
Check 40034					
601-00000-22200	ABED LAWABNI	UB refund for account: 20019532-10360001	10/12/2026	10/15/26	89.67
		Total For Check 40034			89.67
Check 40035					
100-00000-22205	CARSON, CLELLAND & SCHREDER	CK REQ 3019 SEPTEMBER 2026	10470-2	10/15/26	135.00
100-00000-22205	CARSON, CLELLAND & SCHREDER	CK REQ BROCKTON BP SEPTEMBER 2026	10470-3	10/15/26	828.00
		Total For Check 40035			963.00
Check 40036					
100-43100-50380	CENTERPOINT ENERGY	PUBLIC WORKS NATURAL GAS 9884559-7, 08/27/2	20260930	10/15/26	123.30
		Total For Check 40036			123.30
Check 40037					
100-00000-22205-056	CENTERPOINT ENERGY	TAVARA LIFT GENERATOR NATURAL GAS 11397305	20261001	10/15/26	18.45
		Total For Check 40037			18.45
Check 40038					
601-49400-50380	CENTERPOINT ENERGY	WATER TREATMENT PLANT NATURAL GAS 64039677	20261007	10/15/26	210.18
602-49450-50380	CENTERPOINT ENERGY	WATER TREATMENT PLANT NATURAL GAS 64039677	20261007	10/15/26	210.17
		Total For Check 40038			420.35
Check 40039					
100-41900-50380	CENTERPOINT ENERGY	CITY HALL/CITY PARK NATURAL GAS 8000014143-	20261006	10/15/26	17.00
100-45200-50380	CENTERPOINT ENERGY	CITY HALL/CITY PARK NATURAL GAS 8000014143-	20261006	10/15/26	17.00
		Total For Check 40039			34.00
Check 40040					
100-41900-50400	CINTAS - 470	BLACK MATS-CITY HALL	4284879259	10/15/26	22.38
100-43100-50400	CINTAS - 470	SUPPLIES-TOWELS FOR PUBLIC WORKS	4284879297	10/15/26	55.73
100-43100-50417	CINTAS - 470	UNIFORMS-PUBLIC WORKS	4284879357	10/15/26	184.50
601-49400-50417	CINTAS - 470	UNIFORMS/SUPPLIES-UT	4284879334	10/15/26	15.21
602-49450-50417	CINTAS - 470	UNIFORMS/SUPPLIES-UT	4284879334	10/15/26	15.20
		Total For Check 40040			293.02
Check 40041					
100-41900-50321	COMCAST - 0023202	CITY HALL/POLICE DEPT INTERNET 10/15/26 - 1	20261005	10/15/26	269.17
100-42100-50321	COMCAST - 0023202	CITY HALL/POLICE DEPT INTERNET 10/15/26 - 1	20261005	10/15/26	269.18
		Total For Check 40041			538.35
Check 40042					
100-41900-50321	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	345.0

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40042					
100-42100-50321	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	345.00
100-43100-50380	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	295.05
100-45200-50321	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	511.77
601-49400-50380	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	227.52
602-49450-50380	COMCAST - 930899035	9100 CR 119/10120 & 8200 CR 116 INTERNET 10	284705717	10/15/26	227.53
		Total For Check 40042			1,951.87
Check 40043					
100-43100-50321	COMCAST 0044893	9100 CO RD 19 PHONE SERVICES 10/10/26 - 11/	20261005	10/15/26	131.60
		Total For Check 40043			131.60
Check 40044					
415-45200-50300	COMPUTER INTEGRATION TECH	PROJECT: HERITAGE PARK SECURITY	523031	10/15/26	15,167.00
		Total For Check 40044			15,167.00
Check 40045					
100-42100-50300	DELETEME C/O ABINE INC	ANNUAL GOLD SUBSCRIPTION: 09/23/26 - 09/22/	CORC-0012	10/15/26	4,320.00
		Total For Check 40045			4,320.00
Check 40046					
100-41900-50350	ECM PUBLISHERS INC	AD 1557152 - DELINQUENT UTILITY FEES	1115024	10/15/26	104.00
100-41900-50350	ECM PUBLISHERS INC	AD 1557160 - DELINQUENT RECYCLING FEES	1115025	10/15/26	104.00
100-41900-50350	ECM PUBLISHERS INC	AD 1557169 - DELINQUENT ESCROW ACCT BALANCE	1115026	10/15/26	112.00
100-41900-50350	ECM PUBLISHERS INC	AD 1557771 - DELINQUENT PROP MAINT	1115027	10/15/26	124.00
100-41900-50350	ECM PUBLISHERS INC	AD 1557923 - OCT 8 PH ORDINANCE AMENDMENT	1115028	10/15/26	100.00
		Total For Check 40046			544.00
Check 40047					
100-41900-50300	EMPLOYEE RELATIONS, INC.	BACKGROUND CHECK SERVICES	101796	10/15/26	101.32
		Total For Check 40047			101.32
Check 40048					
100-45200-50221	FEHN COMPANIES	TOPSOIL TICKET S114567	26271	10/15/26	167.63
		Total For Check 40048			167.63
Check 40049					
601-49400-50227	FERGUSON WATERWORKS #2518	LF 4 MTR FLG KIT SET	0574165	10/15/26	578.27
		Total For Check 40049			578.27
Check 40050					
100-41500-50210	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	ITC0001017: PINS, SILS, CALS 10/01/26 - 10/	1000275159	10/15/26	29.00
100-43100-50323	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	ITC0001201: PUBLIC WORKS RADIO FLEET/MESB F	1000274434	10/15/26	359.76
		Total For Check 40050			388.76
Check 40051					
100-42100-50323	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	ITC0001115: POLICE DEPT RADIO FLEET/MESB FE	1000274499	10/15/26	1,854.18
		Total For Check 40051			1,854.18
Check 40052					
100-45100-50300	COOPER HENSEL	SUMMER SOCCER REFEREE TIME AUGUST 2026	20260831	10/15/26	90.00
		Total For Check 40052			90.00
Check 40053					
100-43122-50224	HULS BROKERAGE INC	MMA FILL STONE 2344754, 2345088, 2345426	51207	10/15/26	682.9

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40053					
		Total For Check 40053			682.92
Check 40054					
100-45200-50221	INTERNATIONAL SECURITY PRODUCTS	SUPPLIES FOR HERITAGE PARK	186913	10/15/26	249.70
		Total For Check 40054			249.70
Check 40055					
601-00000-22200	JIM TYSON	UB refund for account: 20019440-10360001	10/12/2026	10/15/26	112.94
		Total For Check 40055			112.94
Check 40056					
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19938 HUNTERS RIDGE	CE0071	10/15/26	5,000.00
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19944 HUNTERS RIDGE	CE0072	10/15/26	5,000.00
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19946 HUNTERS RIDGE	CE0073	10/15/26	5,000.00
100-00000-22206	JP Brooks Builders	19940 HUNTERS RIDGE	CE0074	10/15/26	5,000.00
100-00000-22206	JP Brooks Builders	ESCROW REFUND 19936 HUNTERS RIDGE	CE0075	10/15/26	5,000.00
		Total For Check 40056			25,000.00
Check 40057					
601-00000-22200	KL MN 1 LLC	UB refund for account: 20007501-23603001	10/12/2026	10/15/26	46.06
		Total For Check 40057			46.06
Check 40058					
100-45200-50210	LANO EQUIPMENT	STI-CARBURETOR 4283/01	03-1269460	10/15/26	126.49
		Total For Check 40058			126.49
Check 40059					
100-45100-50300	LAUREN CRAIG	SOCCER REFEREE TIME AUGUST 2026	20260831	10/15/26	30.00
		Total For Check 40059			30.00
Check 40060					
100-43100-50223	LOBERG ELECTRIC INC	WIRE NEW HOTSY	31646	10/15/26	1,196.30
		Total For Check 40060			1,196.30
Check 40061					
100-43100-50223	LOBERG ELECTRIC INC	ADD FREEZER OUTLET, 50A OUTLET BY PANEL & W	31647	10/15/26	1,390.19
		Total For Check 40061			1,390.19
Check 40062					
100-41600-50300	MADDEN, GALANTER, HANSEN LLP	LABOR RELATIONS SERVICES FOR SEPTEMBER 2026	20260930	10/15/26	500.00
		Total For Check 40062			500.00
Check 40063					
100-43122-50224	MARTIN MARIETTA MATERIALS	25447851 SO, JOB# 60469014, JOB NAME STC T2	50735967	10/15/26	193.19
100-43122-50224	MARTIN MARIETTA MATERIALS	25458468 SO, JOB# 60469014, JOB NAME STC T2	50758476	10/15/26	193.98
100-43122-50224	MARTIN MARIETTA MATERIALS	25466255 SO, JOB# 60469014, JOB NAME STC T2	50773947	10/15/26	194.93
		Total For Check 40063			582.10
Check 40064					
100-42100-50210	MENARDS MAPLE GROVE	MISC SUPPLIES FOR POLICE DEPT	70989	10/15/26	21.40
100-45200-50210	MENARDS MAPLE GROVE	MISC SUPPLIES FOR PUBLIC WORKS	70903	10/15/26	157.38
601-49400-50210	MENARDS MAPLE GROVE	SUPPLIES FOR UTILITIES	70978	10/15/26	296.92
		Total For Check 40064			475.70
Check 40065					

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40065					
100-41900-50413	METRO SALES INC	CONTRACT 68628-STATE-01 COPIER RENTAL 07/13	INV3156665	10/15/26	327.18
100-41900-50413	METRO SALES INC	CONTRACT 68628-STATE-01 COPIER RENTAL 09/13	INV3208867	10/15/26	446.91
		Total For Check 40065			774.09
Check 40066					
100-43100-50220	MIMBACH FLEET SUPPLY INC	MISC PARTS, COUPLERS, TEES, ADAPTERS	226426	10/15/26	219.82
		Total For Check 40066			219.82
Check 40067					
100-42100-50308	BUREAU OF CRIMINAL APPREHENSION	CJDN ACCESS 7/1/26 - 6/30/27	00000948403	10/15/26	600.00
		Total For Check 40067			600.00
Check 40068					
435-42100-50550	MOTOROLA SOLUTIONS INC	DESKTOP CHARGER X 2	8282412520	10/15/26	289.80
		Total For Check 40068			289.80
Check 40069					
100-00000-22205	NATHAN ADAMS	ESCROW RELEASE 75% 21020 CR 10 LANDSCAPE	ER0055	10/15/26	830.87
		Total For Check 40069			830.87
Check 40070					
100-43100-50210	NORTHERN SAFETY TECHNOLOGY	VERTEX SUPER-LED SPLIT AMBER/BLUE	61521	10/15/26	80.00
		Total For Check 40070			80.00
Check 40071					
100-43100-50223	NOVA FIRE PROTECTION INC	FIRE SPRINKLER SYSTEM- 5 YEAR INSPECTION AN	82731	10/15/26	3,065.00
		Total For Check 40071			3,065.00
Check 40072					
100-00000-22206	Pulte Homes	ESCROW REFUND 19190 GOLDENROD	CE0076	10/15/26	5,000.00
100-00000-22206	Pulte Homes	ESCROW REFUND 19192 GOLDENROD	CE0077	10/15/26	5,000.00
100-00000-22206	Pulte Homes	ESCROW REFUND 19196 GOLDENROD	CE0078	10/15/26	5,000.00
		Total For Check 40072			15,000.00
Check 40073					
601-49400-50380	REPUBLIC SERVICES	REPUBLIC SVCS (0130849) WTP WASTE/RECYCLE 0	0894-007653605	10/15/26	145.04
		Total For Check 40073			145.04
Check 40074					
100-45200-50380	REPUBLIC SERVICES	REPUBLIC SVCS (3468336) CITY PARK WASTE/REC	0894-007678649	10/15/26	344.76
		Total For Check 40074			344.76
Check 40075					
100-41900-50380	REPUBLIC SERVICES	REPUBLIC SVC (3468541) CITY HALL WASTE/RECY	0894-007678765	10/15/26	1,497.17
		Total For Check 40075			1,497.17
Check 40076					
100-43100-50380	REPUBLIC SERVICES	REPUBLIC SVCS (3469651) PWOP WASTE/RECYCLE	0894-007679398	10/15/26	281.13
		Total For Check 40076			281.13
Check 40077					
100-45200-50380	REPUBLIC SERVICES	REPUBLIC SVCS (3471220) WILDFLOWER PARK WAS	0894-007680206	10/15/26	168.28
		Total For Check 40077			168.28
Check 40078					

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40078					
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ 3019 ADDITION 6190 20260731	2624206	10/15/26	2,954.50
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ COOK LAKE AMIRA LIVING 6199 2026073	2624179	10/15/26	530.71
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ BROCKTON LANE BUSINESS PARK 6190 202	2624212	10/15/26	3,419.44
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ CHASTEK FAMILY FARMS 6190 20260731	2624210	10/15/26	500.50
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ CORCORAN STORAGE II TURN LANES 7310	2624191	10/15/26	6,772.47
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ COUNTY ROAD 101 & 107TH PLACE TURN L	2624201	10/15/26	3,396.30
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ FAIRWAY SHORES VILLAS AT COOK LAKE 6	2624211	10/15/26	1,540.71
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ HEATHER MEADOWS 3RD ADDITION 6190 20	2624213	10/15/26	522.86
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ HORSESHOE TRAIL WATERMAIN EXTENSION	2624198	10/15/26	257.60
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ LANO DEVELOPMENT PLAN 6190 20260731	2624215	10/15/26	91.00
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ M&J VINEYARD CONCEPT PLAN 6199 20260	2624177	10/15/26	792.35
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ NEW MAHAVAN ECO FARM 6199 20260731	2624176	10/15/26	182.00
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ SPRINGS AT CORCORAN 6190 20260731	2624214	10/15/26	182.00
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ ST THERESE SENIOR LIVING 6190 202607	2624207	10/15/26	687.12
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ COOK LAKE SUITE LIVING 6199 2026073	2624178	10/15/26	530.71
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WOODLAND HILLS 6190 20260731	2624402	10/15/26	4,217.73
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ SHAMROCK DRIVING RANGE 6199 2026073	2624180	10/15/26	273.00
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA LANO 6616 20260731	2624182-2	10/15/26	89.30
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA LANO 6616 20260731	2624182-3	10/15/26	571.44
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA BELL PROPERTY 21900 OAKDALE DRIV	2624182-4	10/15/26	31.60
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA 6835 OLD SETTLERS ROAD 6616 2026	2624182-5	10/15/26	968.70
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA 19500 STIEG ROAD 6616 20260731	2624182-6	10/15/26	366.60
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA WEINAND PROPERTY 6616 20260731	2624182-7	10/15/26	407.85
100-00000-22205	STANTEC CONSULTING SERVICES	CK REQ WCA 6655 WILLOW DR 6616 20260731	2624182-8	10/15/26	371.25
100-00000-22205-013	STANTEC CONSULTING SERVICES	BECHTOLD FARM 6190 20260731	2624209	10/15/26	453.35
100-00000-22205-017	STANTEC CONSULTING SERVICES	COOK LAKE HIGHLANDS 6190 20260731	2624193	10/15/26	201.60
100-00000-22205-044	STANTEC CONSULTING SERVICES	KARINIEMI MEADOWS 6190 20260731	2624208	10/15/26	45.50
100-00000-22205-056	STANTEC CONSULTING SERVICES	OLD SETTLERS ROAD & HORSESHOE TRAIL ROAD IM	2624200	10/15/26	537.10
100-00000-22205-056	STANTEC CONSULTING SERVICES	TAVERA 6190 20260731	2624195	10/15/26	7,146.77
100-00000-22205-058	STANTEC CONSULTING SERVICES	RAVINIA 6190 20260731	2624190	10/15/26	712.60
100-00000-22205-087	STANTEC CONSULTING SERVICES	AMBERLY 1 2 BELLWETHER 6 7 9 6190 20260731	2624199	10/15/26	3,414.58
100-00000-22205-087	STANTEC CONSULTING SERVICES	BELLWETHER 6190 20260731	2624192	10/15/26	6,187.48
100-00000-22205-098	STANTEC CONSULTING SERVICES	RUSH CREEK RESERVE 6190 20260731	2624196	10/15/26	5,773.42
100-00000-22205-098	STANTEC CONSULTING SERVICES	RUSH CREEK RESERVE 6190 20260731	2624182	10/15/26	453.75
100-00000-22205-111	STANTEC CONSULTING SERVICES	GARAGES TOO 6190 20260731	2615421	10/15/26	31.60
100-00000-22205-132	STANTEC CONSULTING SERVICES	WALCOTT GLENN BP22-0016 6190 20260731	2624197	10/15/26	2,615.65
100-42400-50303	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION 5488 20260731	2624194	10/15/26	2,112.50
100-43170-50300	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2026 GENERAL ENGINEERING 7	2624202	10/15/26	4,435.80
415-45200-50300	STANTEC CONSULTING SERVICES	CORCORAN CITY DOWNTOWN PARK 20260731	2624183	10/15/26	12,847.20
434-48010-50303	STANTEC CONSULTING SERVICES	CITY CTR DR AND 79 PL ST UTILITIES 5033 202	2624205	10/15/26	1,094.20
601-00000-16500	STANTEC CONSULTING SERVICES	WATER SUPPLY, TREATMENT, & STORAGE FACILITY	2624204	10/15/26	650.50
601-49400-50303	STANTEC CONSULTING SERVICES	CITY OF CORCORAN 2026 GENERAL ENGINEERING 7	2624202	10/15/26	810.00
601-49400-50303	STANTEC CONSULTING SERVICES	STATE BOND FUND ASSISTANCE 20260731	2624181	10/15/26	1,413.80
601-49400-50303	STANTEC CONSULTING SERVICES	TEST WELL #3 1173 20260731	2624175	10/15/26	2,054.80
601-49400-50306	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION 5488 20260731	2624194	10/15/26	707.05
602-49450-50306	STANTEC CONSULTING SERVICES	NEW CONSTRUCTION INSPECTION 5488 20260731	2624194	10/15/26	707.05
603-43150-50300	STANTEC CONSULTING SERVICES	RUSH CREEK STABILIZATION BY BECHTOLD ROAD 7	2624203	10/15/26	5,707.00
		Total For Check 40078			89,771.04
Check 40079					
100-42100-50417	TIDE CLEANERS	DRY CLEANING SERVICES SEPTEMBER 2026	20260930	10/15/26	395.26
		Total For Check 40079			395.26

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40080					
601-00000-22200	TRACY KALTMAN-AHMED	UB refund for account: 20007287-23603003	10/12/2026	10/15/26	144.26
601-00000-22200	TRACY KALTMAN-AHMED	UB refund for account: 20007287-23603003	10/14/2026	10/15/26	101.98
		Total For Check 40080			246.24
Check 40081					
100-43100-50220	TRANSWEST TRUCKS	T07 2026 WST 47X - MN DOT INSPECTION	900S14751	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	P11 2026 CHEVROLET SILVERADO 3500HD - MN DO	900S14753	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	161375 2025 TOWMASTER T-14DT - MN DOT INSPE	900S14754	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	001363 2016 FELLING FT15E - MN DOT INSPECTI	900S14755	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	036347 2011 FELLING FT15E - MN DOT INSPECTI	900S14756	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T01 2017 MACK GU713 - MN DOT INSPECTION	900S14746	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	P03 2020 FORD F550 - MN DOT INSPECTION	900S14747	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T04 2021 MACK GU713 - MN DOT INSPECTION	900S14750	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T02 2019 MACK GR42F9 - MN DOT INSPECTION	900S14739	10/15/26	293.50
100-43100-50220	TRANSWEST TRUCKS	CC52020 2021 FELLING FT50 - MN DOT INSPECTI	900S14740	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T05 2023 MACK GRANITE - MN DOT INSPECTION	900S14741	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	PUP 2007 JCRAFT TRAILER - MN DOT INSPECTION	900S14742	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T03 2021 MACK GU713 - MN DOT INSPECTION	900S14744	10/15/26	128.50
100-43100-50220	TRANSWEST TRUCKS	T08 2026 FREIGHTLINER M2 106 - MN DOT INSPE	900S14745	10/15/26	128.50
		Total For Check 40081			1,964.00
Check 40082					
601-49400-50300	WATER LABORATORIES, INC.	COLIFORM ONLY, PWS 1270075	111973	10/15/26	57.00
601-49400-50300	WATER LABORATORIES, INC.	COLIFORM ONLY, PWS 1270080	111974	10/15/26	38.00
		Total For Check 40082			95.00
Check 40083					
100-42100-50403	WESTSIDE WHOLESALE TIRE	BOLT ON SNOW TIRES SQUAD 581	993249	10/15/26	50.00
100-43100-50220	WESTSIDE WHOLESALE TIRE	REPAIR RRO DRIVE TIRE DOT 393.205 WHEELS	992924	10/15/26	70.00
		Total For Check 40083			120.00
Check 40084					
100-43100-50381	XCEL ENERGY	XCEL 9100 CR 19 (0868053-1) ELECTRIC SVC 0	996047658	10/15/26	1,125.35
		Total For Check 40084			1,125.35
Check 40085					
601-49400-50381	XCEL ENERGY	XCEL 9820 CR 101 (0012787370-8) ELECTRIC SE	997333714	10/15/26	17.50
		Total For Check 40085			17.50
Check 40086					
601-49400-50381	XCEL ENERGY	XCEL OSWALD FARM (0015141837-7) ELECTRIC SV	997378934	10/15/26	171.41
		Total For Check 40086			171.41
Check 40087					
601-49400-50381	XCEL ENERGY	XCEL WATER TREATMENT PLANT ELECTRICITY (001	997380882	10/15/26	4,298.49
		Total For Check 40087			4,298.49
Check 40088					
100-00000-22205-087	XCEL ENERGY	XCEL BELLWETHER STREET LIGHTS (5559590-1) 0	997906866	10/15/26	376.16
		Total For Check 40088			376.16
Check 40089					
100-43100-50381	XCEL ENERGY	XCEL 9700 CR 119 (0011102968-9) PWOP ELECTR	997941227	10/15/26	26.34

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40089					
		Total For Check 40089			26.34
Check 40090					
100-42400-50331	SHAWNA ZUTHER	MILEAGE REIMBURSEMENT 0.76	20261014	10/15/26	76.79
		Total For Check 40090			76.79
Check 40091					
100-43121-50400	ASPHALT SPECIALTIES COMPANY	CHISOLM TRAIL IMPROVEMENTS PAY REQUEST 4 FI	193807366-4	10/22/26	0.01
408-00000-20610	ASPHALT SPECIALTIES COMPANY	CHISOLM TRAIL IMPROVEMENTS PAY REQUEST 4 FI	193807366-4	10/22/26	16,649.99
		Total For Check 40091			16,650.00
Check 40092					
401-41900-50300	BKV GROUP	CORCORAN POLICE AND CITY HALL 2747.02 2026	69056	10/22/26	126,517.00
401-41900-50300	BKV GROUP	CORCORAN POLICE AND CITY HALL 2747.02 2026	69295	10/22/26	53,056.00
		Total For Check 40092			179,573.00
Check 40093					
100-42100-50323	GUARDIAN FLEET SAFETY	NEW & UPGRADES TO POLICE MDC X 15	306041	10/22/26	2,000.00
100-42100-50417	GUARDIAN FLEET SAFETY	NEW & UPGRADES TO POLICE MDC X 15	306041	10/22/26	2,195.55
435-42100-50550	GUARDIAN FLEET SAFETY	NEW & UPGRADES TO POLICE MDC X 15	306041	10/22/26	85,000.00
		Total For Check 40093			89,195.55
Check 40094					
100-00000-32210	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	8,372.60
100-00000-32230	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	620.00
100-00000-32270	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	900.00
100-00000-34109	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	696.36
209-00000-34206	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	400.00
601-00000-37101	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	1,860.00
601-00000-37170	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	5,491.20
602-00000-37275	JP BROOKS BUILDERS	CANCELLED PERMITS P25 0739-0742	19950-56 HTR RDG	10/22/26	5,431.80
		Total For Check 40094			23,771.96
Check 40095					
601-00000-20800	CITY OF MAPLE GROVE	3RD QTR 2026 MAPLE GROVE WATER CONNECTION F	2026Q3	10/22/26	305,536.00
		Total For Check 40095			305,536.00
Check 40096					
100-42400-50300	METRO WEST INSPECTION SERVICES	PERMITS FINALIZED SEPTEMBER 2026	5198	10/22/26	54,253.12
		Total For Check 40096			54,253.12
Check 40097					
602-49450-50312	METROPOLITAN COUNCIL ENVIRO	WASTE WATER SERVICE NOVEMBER 2026	0001213173	10/22/26	28,759.97
		Total For Check 40097			28,759.97
Check 40098					
602-00000-20800	METROPOLITAN COUNCIL	SEPTEMBER 2026 SEWER AVAILABILITY CHARGE	20260930	10/22/26	84,490.00
602-00000-36200	METROPOLITAN COUNCIL	SEPTEMBER 2026 SEWER AVAILABILITY CHARGE	20260930	10/22/26	(844.90)
		Total For Check 40098			83,645.10
Check 40099					
100-00000-20802	MN DEPT OF LABOR & INDUSTRY	Q3 2026 BUILDING PERMIT SURCHARGE REPORT	20260930	10/22/26	24,159.00
100-00000-32210	MN DEPT OF LABOR & INDUSTRY	Q3 2026 BUILDING PERMIT SURCHARGE REPORT	20260930	10/22/26	(966.36)
		Total For Check 40099			23,192.64

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 10/08/2026 - 10/22/2026
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
Check 40100					
100-00000-20610	PARK CONSTRUCTION COMPANIES	OLD SETTLERS AND HORSESHOE PAY REQUEST 1	193807434-1	10/22/26	(11,535.66)
100-00000-22205-056	PARK CONSTRUCTION COMPANIES	OLD SETTLERS AND HORSESHOE PAY REQUEST 1	193807434-1	10/22/26	135,594.40
100-43121-50400	PARK CONSTRUCTION COMPANIES	OLD SETTLERS AND HORSESHOE PAY REQUEST 1	193807434-1	10/22/26	95,118.80
		Total For Check 40100			219,177.54
Check 40101					
601-00000-20610	RICE LAKE CONSTRUCTION GROUP	NE WATER SUPPLY - WATER TREATMENT PLANT PRO	227704426 PAY 30	10/22/26	387,257.46
		Total For Check 40101			387,257.46

INVOICE GL DISTRIBUTION REPORT FOR CITY OF CORCORAN
EXP CHECK RUN DATES 10/08/2026 - 10/22/2026
JOURNALIZED
PAID - CHECK TYPE: PAPER CHECK
CHECK REGISTER - COUNCIL

GL Number	Vendor	Invoice Desc.	Invoice	Chk Date	Amount
		Fund Totals:			
		Fund 100 GENERAL FUND			544,951.10
		Fund 202 CITY COMMUNITY EVENTS			1,381.00
		Fund 209 OUTDOOR WARNING POINT			400.00
		Fund 401 LONG RANGE PLANNING			179,573.00
		Fund 408 PAVEMENT MANAGEMENT			16,649.99
		Fund 415 PARK CAPITAL FUND			32,102.26
		Fund 434 CITY CENTER DRIVE AND HORSESHOE BEND			1,094.20
		Fund 435 2025A BOND EQUIPMENT			104,294.32
		Fund 601 WATER			714,452.60
		Fund 602 SEWER			119,464.64
		Fund 603 STORMWATER			5,707.00
		Total For All Funds:			1,720,070.11

STAFF REPORT **Agenda Item: 6.c**

Council Meeting: October 22, 2026	**Prepared By:** Matt Gsellmeier, Finance Director,
Topic: 2026 Q3 Financial Report	**Action Required:**

Council Action
Approve 2026 Quarter 3 Financial Report

Attachments
1. Q3 2026 Financial Report.pdf



City of Corcoran, Minnesota
Q3 Financial Report
As of Sept 30, 2026

Report Sections:
1. General Fund Revenue & Expense
2. Water Fund Revenue & Expense
3. Sewer Fund Revenue & Expense
4. Cash & Investment Balances
5. Fund Balances

City of Corcoran, Minnesota
General Fund (Unaudited)
Statement of Revenues and Expenditures
For the month ended Sept 30, 2026

	2026 Annual Budget	YTD Budget Sept 30 2026	YTD Actuals Thru Sept 30 2026	Variance - Favorable (Unfavorable)	YTD Actuals % of YTD Budget Thru Sept 30	Notes
Taxes	9,011,237	6,758,428	4,738,969	(2,019,459)	70.12%	Known tax schedule. Remaining taxes collected in Q4
Licenses & Permits	1,675,800	1,256,850	1,436,533	179,683	114.30%	Expected to be on budget by year-end
Fines	25,000	18,750	17,154	(1,596)	91.49%	
Transfers	500,000	375,000	211	(374,789)	0.06%	Transfer will occur later in the year
Intergovernmental	827,983	620,987	394,839	(226,148)	63.58%	Police State Aid arrives in the fall
Charges for Services and Sales	267,700	200,775	194,727	(6,048)	96.99%	
Miscellaneous Revenue	73,250	54,938	66,483	11,546	121.02%	
Interest	45,000	33,750	96,167	62,417	284.94%	New investment strategy yields higher earnings
Total Revenues	**12,425,970**	**9,319,478**	**6,945,084**	**(2,374,393)**	**74.52%**	Under YTD Budget driven by timing of taxes, state aid, and transfers
CITY COUNCIL	28,320	21,240	10,934	10,306	51.48%	
COMMUNICATION	151,102	113,327	110,062	3,265	97.12%	
CITY ADMINISTRATOR	258,999	194,249	202,427	(8,178)	104.21%	
ADMINISTRATION	599,611	449,708	369,819	79,889	82.24%	Wages/Employee on leave
ELECTIONS	49,300	36,975	16,807	20,168	45.45%	
FINANCE	410,437	307,828	442,818	(134,991)	143.85%	Wages (Finance Director budget 1/2 year), professional services
LEGAL	60,000	45,000	66,875	(21,875)	148.61%	
CENTRAL SERVICES	551,700	413,775	299,191	114,584	72.31%	Transfer will occur later in the year
PLANNING & ZONING	430,131	322,598	272,713	49,885	84.54%	Expecting more professional services charges in Q4
INFORMATION TECHNOLOGY	432,005	324,004	297,194	26,810	91.73%	
POLICE	3,616,234	2,712,176	2,447,898	264,278	90.26%	Wages (part-time), TZD Grant, workers comp coming in under budget
POLICE ADMINISTRATION	289,225	216,919	196,690	20,229	90.67%	
EMERGENCY MANAGEMENT	18,400	13,800	3,347	10,453	24.25%	
BUILDING INSPECTION	1,010,493	757,870	683,711	74,159	90.21%	Professional services invoice timing
HIGHWAYS, STREETS & ROADWAYS	1,463,106	1,097,330	676,905	420,425	61.69%	Wages (full-time/vacancies), repairs & maintenance, and electric
PAVED STREETS	375,000	281,250	97,515	183,735	34.67%	Old settlers road construction later in 2026
UNPAVED STREETS	540,000	405,000	484,184	(79,184)	119.55%	Timing - more gravel and dust control work in summer.
ICE & SNOW REMOVAL	-	-	-	-	0.00%	
ENGINEERING	377,070	282,803	217,422	65,380	76.88%	Professional services
RECYCLING	21,000	15,750	14,470	1,280	91.87%	
RECREATION	288,787	216,590	174,188	42,403	80.42%	Wages
PARKS	658,782	494,087	436,386	57,700	88.32%	Wages
FIRE	796,268	597,201	597,447	(246)	100.04%	
Total Expenditure	**12,425,970**	**9,319,478**	**8,119,002**	**1,200,476**	**87.12%**	Under YTD budgte driven by wages and project timing
Total	**-**	**-**	**(1,173,917)**	**(1,173,917)**		

*Arrows represent the variance as a % of YTD Budget: Red: <-10%, Yellow: -10% to 10%, Green >10%

City of Corcoran, Minnesota
Water Fund (Unaudited)
Statement of Revenues and Expenditures
For the month ended Sept 30, 2026

	2026 Annual Budget	YTD Budget Sept 30 2026	YTD Actuals Thru Sept 30 2026	Variance - Favorable (Unfavorable)	YTD Actuals % of YTD Budget Thru Sept 30	Notes
Charges for Services and Sales	3,265,500	2,449,125	2,106,268	(342,857)	86.00%	Lower TLAC revenue partially offset by connection & usage charges
Interest	25,000	18,750	83,627	64,877	446.01%	New investment strategy yields higher earnings
Special Assessments	-	-	18,078	18,078	0.00%	
Miscellaneous Revenue	-	-	(2,856)	(2,856)	0.00%	
Total Revenues	**3,290,500**	**2,467,875**	**2,205,118**	**(262,757)**	**89.35%**	
Employee	314,559	235,919	203,979	31,940	86.46%	
Supplies	258,000	193,500	171,445	22,055	88.60%	
Professional Services	108,689	81,517	41,320	40,197	50.69%	
Water Purchases	455,000	341,250	268,831	72,419	78.78%	Timing - Does not include 3Q water bill from Maple Grove
Depreciation	375,000	281,250	122,531	158,720	43.57%	Expecting to increase during audit process based on new assets
Utilities	75,000	56,250	37,625	18,625	66.89%	
Transfers	283,740	212,805	-	212,805	0.00%	Transfers entered later in the year
Debt and Bonds	1,476,881	1,107,661	1,476,881	(369,220)	133.33%	FY debt and interest paid for the year
Miscellaneous Expenditures	93,500	70,125	67,105	3,020	95.69%	
Total Expenditure	**3,440,369**	**2,580,277**	**2,389,717**	**190,560**	**92.61%**	Under budget driven by transfer journal timing
Total	**(149,869)**	**(112,402)**	**(184,599)**	**(72,197)**	**164.23%**	

City of Corcoran, Minnesota
Sewer Fund (Unaudited)
Statement of Revenues and Expenditures
For the month ended Sept 30, 2026

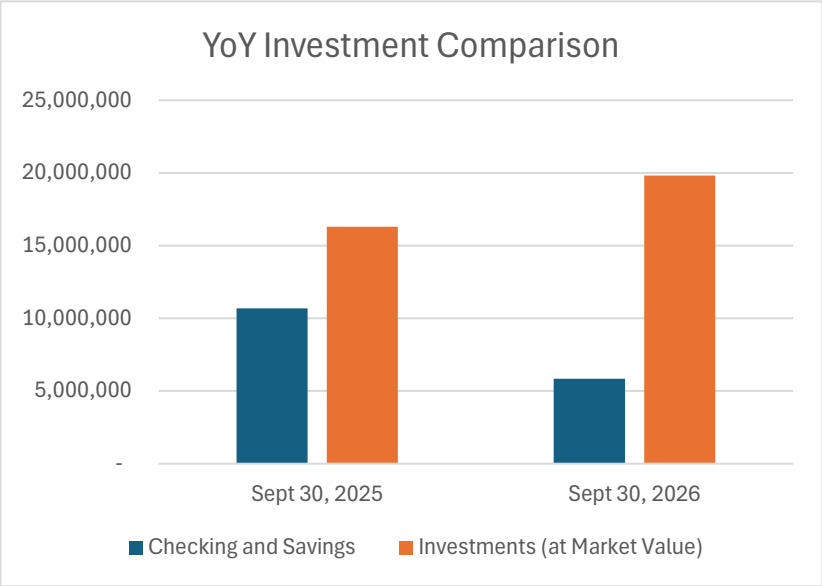
	Annual Budget	YTD Budget	YTD Actuals Thru	Variance - Favorable (Unfavorable)	YTD Actuals % of YTD Budget Thru Sept 30	Notes
Charges for Services and Sales	1,744,144	1,308,108	1,438,054	129,946	109.93%	Higher sewer access charges partially offset by lower TLAC
Interest	25,000	18,750	62,861	44,111	335.26%	New investment strategy yields higher earnings
Special Assessments	-	-	4,519	4,519	0.00%	
Miscellaneous Revenue	6,000	4,500	9,142	4,642	203.16%	
Total Revenues	**1,775,144**	**1,331,358**	**1,514,576**	**183,218**	**113.76%**	
Employee	313,950	235,463	200,040	35,422	84.96%	
Supplies	48,000	36,000	15,663	20,337	43.51%	
Professional Services	447,250	335,438	298,553	36,884	89.00%	
Depreciation	215,000	161,250	162,262	(1,012)	100.63%	
Utilities	20,000	15,000	9,648	5,352	64.32%	
Transfers	300,990	225,743	-	225,743	0.00%	Transfers entered later in the year
Debt and Bonds	122,294	91,721	122,294	(30,574)	133.33%	FY debt and interest paid for the year
Miscellaneous Expenditures	58,500	43,875	56,268	(12,393)	128.25%	
Total Expenditure	**1,525,984**	**1,144,488**	**864,728**	**279,760**	**75.56%**	Under budget driven by transfer journal timing
Total	**249,160**	**186,870**	**649,848**	**462,978**	**347.75%**	

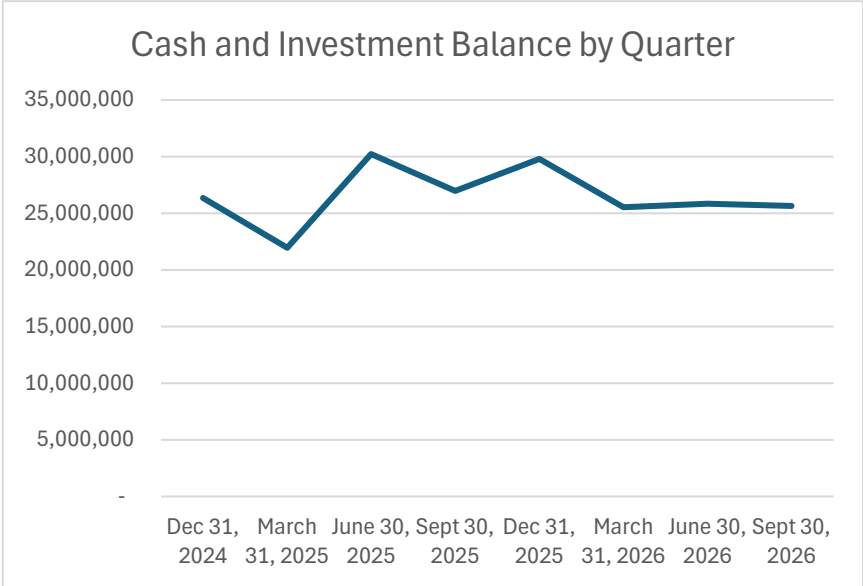
*Arrows represent the variance as a % of YTD Budget: Red: <-10%, Yellow: -10% to 10%, Green >10%

City of Corcoran, Minnesota
Cash and Investment Balances
For the month ended Sept 30, 2026

Holding Type:	Sept 30, 2025	Sept 30, 2026	Increase/ (Decrease)	Notes
Checking and Savings	10,696,184	5,840,098	(4,856,086)	
Investments (at Market Value)	16,292,937	19,819,374	3,526,437	
Total	**26,989,121**	**25,659,472**	**(1,329,649)**	Driven by 2025A Bond spend down

Investment Type:	Sept 30, 2025	Sept 30, 2026	Increase/ (Decrease)	Notes
Checking and Savings	10,696,184	5,840,098	(4,856,086)	
Money Market	7,945,640	9,131,420	1,185,780	
Brokered CD	8,347,297	10,687,954	2,340,657	
Government Securities	-	-	-	
Total	**26,989,121**	**25,659,472**	**(1,329,649)**	Driven by 2025A Bond spend down





City of Corcoran, Minnesota
Unaudited Cash Balances by Fund
For the month ended Sept 30, 2026

Fund	Description	Quarter Ending Balance Sept 30, 2025	Quarter Ending Balance Sept 30, 2026	YTD Change	YTD Change %	Notes
100	GENERAL FUND	3,533,780	7,968,570	4,434,790	125%	YoY change driven by 2024/2025 audit adj., escrow timing
101	LONG-TERM PLANNING FUND	(4,014)	-	4,014	-100%	Staff working to close out
201	RESERVES DONATION FUND	31,209	30,547	(663)	-2%	
202	CITY COMMUNITY EVENTS	2,006	4,655	2,649	132%	
204	FIREARMS SAFETY	9,731	10,193	462	5%	
205	DWI FORFEITURE FUND	9,374	6,074	(3,300)	-35%	
206	DRUG FORFEITURE FUND	2,962	3,028	66	2%	
207	TRUCK SAFETY	3,745	657	(3,088)	-82%	
208	LAWFUL GAMBLING	230,855	277,005	46,150	20%	
209	OUTDOOR WARNING POINT	123,705	156,196	32,491	26%	
309	D/S-EQUIPMENT CERTS	(93,265)	(87,544)	5,720	-6%	
311	2020B CAPITAL IMP REFUNDING BOND D/S	76,872	91,913	15,042	20%	
312	2016A DOWNTOWN IMPROVEMENT D/S	(879,262)	101,407	980,669	-112%	2025 balance low before Y/E audit transfers
313	ROCKFORD SCHOOL LAND 2018A D/S	331,294	343,636	12,342	4%	
314	2023A DEBT SERVICE	121,084	149,475	28,390	23%	
401	LONG RANGE PLANNING	1,979,939	1,945,258	(34,681)	-2%	
408	PAVEMENT MANAGEMENT	(167,157)	(340,695)	(173,538)	104%	Staff working to find long-term revenue stream for pavement mgn
411	PUBLIC WORKS FACILITY	56,697	57,951	1,254	2%	
415	PARK CAPITAL FUND	5,708,244	825,880	(4,882,364)	-86%	YoY spend-down on Heritage Park
416	CAPITAL-EQUIPMENT CERTS	(1,016)	46,674	47,690	-4694%	
419	HACKAMORE UPGRADE (LENNAR)	72,259	-	(72,259)	-100%	
420	WETLAND RESTORATION (LENNAR)	111,962	114,437	2,475	2%	
425	PULTE ENCORE/BELLWETHER PROJEC	161,251	164,817	3,566	2%	
434	CITY CENTER DRIVE AND HORSESHOE BEND	1,137,980	1,350,053	212,073	19%	
435	2025A BOND EQUIPMENT	2,801,837	714,493	(2,087,344)	-74%	Ongoing bond spend down on fleet and other purchases
501	CIVIC ORGANIZATIONS	6,480	6,624	144	2%	
601	WATER	6,676,448	6,379,230	(297,218)	-4%	Higher revenue in 2025 for Brockton Lane and Woodland Hills.
602	SEWER	4,722,629	4,788,651	66,022	1%	
603	STORMWATER	85,320	83,140	(2,179)	-3%	
604	STREET LIGHT	0	-	(0)	-100%	
Total		26,989,122	25,659,472	(1,329,650)	-5%	

STAFF REPORT **Agenda Item: 6.d**

Council Meeting: October 22, 2026	**Prepared By:** Matt Gottschalk, Director of Public Safety
Topic: Police Department Embedded Social Worker	**Action Required:** Authorization

Summary

The Police Department has partnered with six other communities and Hennepin County Behavioral Health to provide a police department embedded social worker for our communities since 2021. The social worker is technically an employee of Hennepin County and the county is responsible for the employee's benefits and technology. Hennepin County covers the largest share of the employee's cost and the remaining cost is split between the partner cities.

The program has been very succesful and has been a tremendous resource for our community members in need. The number of social worker referrals from our police department have doubled over the past two years. Staff recommends continuing the program. Hennepin County has held the City's contribution flat at $12,633 for 2025, 2026, and 2027. The 2028 dollar amount contribution has not been established in the agreement but if the City determines that appropriate value does not exist (when it is announced) the agreement may be canceled/terminated with or without cause with 60 days written notice.

The other substantive change in the amendment for consideration is that the Police Department must inform the County if grant funding is used to meet its payment obligations. The City is not using grant funds to meet its payment obligations for this contract. The two-year agreement for continuation of this service is attached and has been vetted by our City Attorney.

Financial/Budget

Corcoran's annual share is $12,633 in 2027 and is already included in the the draft 2027 budget. The 2028 contribution has not been set yet, but staff anticipates that any increase would be marginal. If the City does not support the 2028 contribution amount when it is announced the City may exit the agreeement with 60 days written notice.

Options

1. Direct the City Administrator and Mayor to enter into Amendment #2 to the Hennepin County Embedded Social Worker Joint Powers Agreement.
2. Provide staff with other direction.

Recommendation

1. Direct the City Administrator and Mayor to enter into Amendment #2 to the Hennepin County Embedded Social Worker Joint Powers Agreement.

Council Action

Direct the City Administrator and Mayor to enter into Amendment #2 to the Hennepin County Embedded Social Worker Joint Powers Agreement.

Attachments

1. 7 PD ESW JPA A2312131 amend 2 8-12-26.pdf

**AMENDMENT #2 TO JOINT POWERS AGREEMENT
BETWEEN HENNEPIN COUNTY
AND CITIES OF CORCORAN, DEEPHAVEN, MEDINA, MINNETRISTA, ORONO, WAYZATA, AND SOUTH LAKE MINNETONKA POLICE DEPARTMENT**

This Joint Powers Agreement ("Agreement") is between the COUNTY OF HENNEPIN, STATE OF MINNESOTA, A-2300 Government Center, Minneapolis, Minnesota 55487, ("COUNTY") on behalf of its Human Services and Public Health Department ("HSPHD") and City of Corcoran, 8200 County Rd 116, Corcoran, Minnesota 55340, ("CORCORAN"); City of Deephaven, 20225 Cottagewood Road, Excelsior, Minnesota 55331, ("DEEPHAVEN"); City of Medina, 600 Clydesdale Trail, Medina, Minnesota 55340, ("MEDINA"); City of Minnetrista, 7651 County Road 110 West, Minnetrista, Minnesota 55364 ("MINNETRISTA"); City of Orono 2730 Kelley Parkway, Orono, Minnesota 55356, ("ORONO"); South Lake Minnetonka Police Department, 24150 Smithtown Road, Shorewood, Minnesota 55301, ("SOUTH LAKE MINNETONKA"); and City of Wayzata, 600 Rice Street East, Wayzata, Minnesota 55391, ("WAYZATA") pursuant to the authority conferred upon them by Minn. Stat. § 471.59 and on behalf of their respective police departments, (individually referred to herein as POLICE DEPARTMENT and collectively referred to herein as "POLICE DEPARTMENTS"). The parties to this Agreement may also be referred to individually as "Party" and collectively as "Parties".

IT IS HEREBY AGREED that Agreement No. A2312131 between the above-named parties, including prior amendments if any, is hereby amended in accordance with the provisions set forth below.

Clause 3, TERM OF THE AGREEMENT, shall be amended to read:

3. TERM OF THE AGREEMENT

The term of this Agreement shall be from January 1, 2024, through December 31, 2028, unless terminated earlier in accordance with the cancellation/termination provisions of this Agreement.

Clause 4, PAYMENT, shall be amended to read:

4. PAYMENT

A. Funding provided via each POLICE DEPARTMENT at eleven thousand eight hundred seventeen dollars ($11,817) for 2024.

B. Funding provided via each POLICE DEPARTMENT at twelve thousand six hundred thirty-three dollars ($12,633) for 2025.

C. Funding provided via each POLICE DEPARTMENT at twelve thousand six hundred thirty-three dollars ($12,633) for 2026.

D. For the period of January 1, 2027, through December 31, 2027, total payments by each POLICE DEPARTMENT to COUNTY shall not exceed twelve thousand six hundred thirty-three dollars ($12,633) for 2027.

E. For the period of January 1, 2028, through December 31, 2028, total payments by each POLICE DEPARTMENT to COUNTY shall be determined.

F. The SW will be hired, employed, and equipped by HSPHD and participate in supervision and training by HSPHD in accordance with local, state, federal, and professional licensure requirements as more fully described in EXHIBIT A.

G. HSPHD shall, during the first month of each year, submit an invoice to each POLICE DEPARTMENT for the cost of their portion assigned to the Model annually.

H. Each POLICE DEPARTMENT will make payment within thirty-five (35) days from receipt of the invoice. If the invoice is incorrect, defective, or otherwise improper, POLICE DEPARTMEMT will notify HSPHD within ten (10) days of receiving the incorrect invoice. Upon receiving the corrected invoice from HSPHD, POLICE DEPARTMENT will make payment within thirty-five (35) days.

I. Further, the Parties expressly agree that neither this Agreement nor any Party's performance hereunder obligates or commits any Party to enter a subsequent contract or engagement with any other.

J. In the event that the SW position is or will become vacant or absent for a period of one-month or more, HSPHD may provide POLICE DEPARTMENTS with a temporary SW to work onsite at POLICE DEPARTMENTS, when available. If a temporary onsite SW is not available, HSPHD may assign, based on availability, a coverage team to review existing services, determine need and complete outreach (via phone or in-person) based on resident needs for each referral from POLICE DEPARTMENT. POLICE DEPARTMENTS may also opt not to have coverage until the onsite social worker is replaced.

    1. There will be no additional cost to POLICE DEPARTMENTS if HSPHD assigns a temporary onsite SW worker and the billing will remain as set forth in section 4. of this Agreement.

    2. If HSPHD provides a coverage team to review existing services, determine need and complete outreach (via phone or in-person) POLICE DEPARTMENTS will be reimbursed by HSPHD for 50% of the cost for the time period of reduced coverage.

    3. If POLICE DEPARTMENT decides not to have HSPHD assign a temporary SW, POLICE DEPARTMENT will be reimbursed by HSPHD for the full cost for the time period of no coverage.

K. Each POLICE DEPARTMENT must inform COUNTY if it is using grant funding to meet its payment obligations hereunder and cooperate with COUNTY to determine whether any terms or conditions of POLICE DEPARTMENT's grant apply to COUNTY.

This amendment shall be effective January 1, 2027.

Except as herein amended, the terms, conditions and provisions of said Agreement No. A2312131, including prior amendments if any, remain in full force and effect.

(The remainder of this page intentionally left blank.)

The Parties hereto agree to be bound by the provisions set forth in this Agreement.

Reviewed for COUNTY by the County Attorney's Office

_____

Date:_____

COUNTY OF HENNEPIN
STATE OF MINNESOTA

By:_____
Chair of Its County Board

ATTEST: _____
Deputy/Clerk of County Board

Date: _____

By: _____
County Administrator

Date: _____

CORCORAN

By: _____

Title: _____

Date:_____

By: _____

Title: _____

Date:_____

DEEPHAVEN

By: _____

Title: _____

Date: _____

MEDINA

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

MINNETRISTA

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

ORONO

By: _____

Title: _____

Date: _____

SOUTH LAKE MINNETONKA

By: _____

Title: _____

Date: _____

WAYZATA

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

STAFF REPORT **Agenda Item: 6.e**

Council Meeting: October 22, 2026	**Prepared By:** Darren Bohlsen,
Topic: Corcoran Police Department Mental Health Provider Agreement	**Action Required:** Authorization

Summary
Beginning in 2021, the City of Corcoran approved an agreement to provide for mental health services to the Corcoran Police Department. The purpose of the services is to support officer mental wellness, prevent PTSD, and provide crisis intervention. As the police department has continued to grow, the needs of these services related to officer wellness have also expanded. The Police Department has identified a different service provider, LEAST Services/Counseling LLC, to better meet the needs of the growing department. LEAST Services specializes in supporting law enforcement and other first responder agencies and will be able to provide staff with all of the services listed in the current service agreement. The current service agreement may be terminated with 60 days notice to the provider. If approved, the new contract with LEAST Services would go into effect on January 01, 2027.

A copy of the proposed contract, which was reviewed by the Corcoran City Attorney, will be attached for review.

Financial/Budget
Services from the new provider, LEAST Services/Counseling LLC, in place of the current provider will have a marginal impact within the existing budget, depending on utilization.

Options
1. Motion to approve the City to enter an agreement with LEAST Services/Counseling LLC for the purpose of providing mental health services for the Corcoran Police Department staff.

2. Provide staff with other direction

Recommendation
1. Motion to approve the City to enter an agreement with LEAST Services/Counseling LLC for the purpose of providing mental health services for the Corcoran Police Department staff.

Council Action
Consider a motion to authorize the City of Corcoran and the Corcoran Police Department to enter into an agreement with LEAST Services/Counseling LLC for the purpose of proving mental health services for the Corcoran Police Department staff.

Attachments
1. 2027-2028 LEAST Services Counseling Agreement Contract - Corcoran PD FINAL DRAFT.pdf

PROFESSIONAL SERVICES AGREEMENT
WITH LEAST SERVICES/COUNSELING LLC

Contract Number_____

Contractor SSN or Federal ID Number 45-5313928

I. OPENING PARAGRAPH

This Professional Services Agreement ("Agreement") is made effective as of the 1st day of January 2027 by and between the City of Corcoran, a Minnesota municipal corporation (the "City") and LEAST Services/Counseling LLC, a Minnesota limited liability company (the "Contractor") for services to be provided under the terms of this Agreement. Contractor and the City are sometimes individually referred to herein as a "party" and collectively the "parties".

II. RECITALS

WHEREAS, the Contractor is a Minnesota limited liability company focused on counseling services for incidents arising in law enforcement agencies;

WHEREAS, the City operates a law enforcement agency (the "Corcoran Police Department");

WHEREAS, the Contractor represents that it has the requisite skills to assist Corcoran Police Department employees, officials, contractors, and agents and policy makers in providing psychological services including counseling, consultation, and training to the Corcoran Police Department ("Professional Services");

WHEREAS, the City has determined that the provision of Contractor's Professional Services to Corcoran Police Department promotes public health, safety, morals, and the general welfare;

WHEREAS, the City desires to engage the Professional Services of the Contractor for the Corcoran Police Department, and the Contractor desires to assist the Corcoran Police Department with its Professional Services; and

WHEREAS, the parties wish to set forth in writing the terms and conditions of this Agreement.

NOW, THEREFORE, in return for the mutual agreements set forth below, the parties agree as follows:

AGREEMENT

III. SCOPE OF AGREEMENT

LEAST Services/Counseling agrees to provide psychological services including counseling, consultation, and training to the Corcoran Police Department. Examples of this service include, but are not limited to:

- Provide confidential counseling services to Corcoran Police Department employees seeking assistance for stress-related mental health issues that may affect work performance;
- Provide training to the Corcoran Police Department related to/and intended to promote the psychological and emotional health of Corcoran Police Department employees;
- Respond, when requested and available, to incidents identified by Corcoran Police Department supervisory personnel as critical incidents;

Confidential services will be provided at a location agreed upon by the Corcoran Police Department, employee, and Contractor.

The Contractor shall provide the required qualified personnel and related support services to effectively and efficiently provide its Professional Services.

IV. COMPENSATION

1. **Counseling, Consultation, and Other General Work**
   - **a.** January 1, 2027, through December 31, 2028, the Contractor shall be compensated at a rate of $170 per hour for counseling and other general work.
   - **b.** Corcoran Police Department staff are allowed 6 counseling sessions per calendar year per critical incident or individual stressor, or as recommended by the clinician.
     - **i.** Individual counseling sessions may include a significant other or a member of the client's household.
     - **ii.** A clinician may request authorization for additional counseling sessions without sharing any confidential client information.

2. **Mental Health Check-Ups**
   - **a.** January 1, 2027, through December 31, 2028, the Contractor shall be compensated at a rate of $160 per hour for Mental Health Check-Ups.

3. **Training**
   - **a.** January 1, 2027, through December 31, 2028, the Contractor shall be compensated at a rate of $250 per hour per presenter for mental health-related training. Training preparation will be paid at $125 per hour.

4. **Retainer**
   - **a.** Beginning January 1, 2027, the Contractor will be compensated $200 per month for contract retainer fee and for being available outside of normal business hours. This compensation is separate from any time spent responding to incidents where

travel and crisis response is requested, or substantial time on the phone is requested.

5. **Mileage and Drive Time**

   a. Contractor travel shall be compensated at the current Federal IRS mileage rate for travel associated with the performance of this Agreement. Contractor shall track and retain all mileage reimbursement records in compliance with Federal IRS regulations.
   b. Contractor travel shall be compensated at a rate of $50 per hour for travel time associated with the performance of this Agreement.

6. **Total Compensation**
   The total compensation under this Agreement for Professional Services (including reimbursement expenses) shall not exceed $35,000 per 12-month period. Any expenses for supplies over $50.00 per month must be approved in advance by the Corcoran Police Department. Receipts shall be provided to the Corcoran Police Department for all expenses for which reimbursement is sought. The Contractor shall be required to submit a monthly work time report to the Corcoran Police Department by the 15th of each month.

   The Corcoran Police Department will honor no claim for services not specified in this Agreement.

7. **Invoices and Payment**
   The Contractor shall submit invoices to the Corcoran Police Department on a monthly basis for services provided during the previous month. The Corcoran Police Department shall pay all undisputed invoices within thirty-five (35) days of receipt. Payment shall be made via the method(s) agreed upon by the Contractor and the Corcoran Police Department (e.g., credit card, electronic funds transfer). Failure to pay within this timeframe of undisputed invoices constitutes a material breach and may result in the immediate suspension or termination of services by the Contractor.

V. RECORDS

The Contractor shall maintain such records as are deemed necessary by the City and the Corcoran Police Department to ensure that the Professional Services are provided as represented by the Contractor. The Contractor shall maintain the records in a manner that ensures confidentiality to service recipients; however, the Contractor shall provide disclosure of identities to the Corcoran Police Department or a third party if so required by law or regulation. All reports provided to the Contractor shall be securely maintained in locked file drawers or a locked room.

VI. CONFIDENTIALITY

DRAFT

It is mutually agreed that neither the City nor the Corcoran Police Department shall request and the Contractor and its Agents, Employees, or Sub-Contractors shall not release information obtained during individual and group Mental Health Check-Ups, Counseling, Critical Incident Stress Management sessions, or direct Peer Support or consultation, with the Corcoran Police Department employees, outside public safety personnel, or others engaged in confidential sessions or counseling services with the Contractor or its' Agents, Employees, or Sub-Contractors in accordance with HIPAA and the Minnesota Health Records Act, with the following exceptions:

a. The Contractor will provide to the Corcoran Police Department the names and dates of service of Corcoran Police Department staff as necessary to ensure completion of required Mental Health Check-Ups by Corcoran Police Department staff, but only after a release of information has been signed by each individual staff person who receives services from Contractor for the Corcoran Police Department.

b. Nothing in this Section shall be interpreted to prohibit the disclosure of data as required by, and exclusively pursuant to, applicable law or court order.

VII. EFFECTIVE DATE AND TERMINATION DATE

This Agreement shall be in full force and effect from January 1, 2027, through December 31, 2028 unless terminated earlier under Paragraph XVII, Cancellation. This Agreement shall automatically renew for successive one-year terms (each a "Renewal Term") unless either party provides thirty (30) days' prior written notice of cancellation to the other party. Prior to the commencement of any Renewal Term, Contractor may alter the rates for services provided pursuant to this Agreement and effective within that Renewal Term by disclosing updated rates to the Corcoran Police Department at least forty-five (45) days prior to the effective date of the new rates.

VIII. ENTIRE AGREEMENT

The entire agreement of the parties is contained in this document, Exhibit A, and any addenda or amendments signed by the parties. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter of this Agreement. This Agreement is valid only when signed by both parties.

IX. SUBSTITUTIONS AND ASSIGNMENTS

Professional Services by the Contractor will be performed by the Contractor. Upon the prior written approval of the Corcoran Police Department the Contractor may substitute or assign the performance of the Professional Services. Said prior written approval must be evidenced by a written amendment of this Agreement signed by the Corcoran Police Department and the Contractor.

X. CONTRACT ADMINISTRATION

All provisions of this Agreement shall be coordinated and administered by the persons identified in Paragraph XVIII, Notices.

XI. AMENDMENTS

All amendments shall be in writing, signed by the Corcoran Police Department and the Contractor.

XII. INDEPENDENT CONTRACTOR

It is agreed that Contractor, its employees, officers, agents, and assignees, will act as an independent contractor and acquire no rights to tenure, workers' compensation benefits, unemployment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits, or other rights or benefits offered to employees of the City or the Corcoran Police Department (such interests "Employee Benefits"). Contractor shall indemnify, hold harmless and defend the City and the Corcoran Police Department from and against any and all claims, liabilities, fees, and costs (including reasonable attorneys' fees) incurred by the City or the Corcoran Police Department related to Employee Benefits claimed by Contractor employees, officers, agents and assignees.

XIII. CONTRACTORS INSURANCE

The Contractor shall maintain the insurance coverage as set forth in **Exhibit A** during the term of this Agreement. The parties agree that Contractor has conducted its own analysis as to the appropriate levels of insurance to secure this Agreement and neither the City nor the Corcoran Police Department have made any representations nor warranties as to the sufficiency of such insurance coverage.

XIV. DATA PRACTICES

Data and information provided to Contractor under this Agreement or through the provision of services for the Corcoran Police Department under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (the "MGDPA"), and all data on individuals shall be maintained in accordance with all applicable laws, rules, and regulations. The parties agree to cooperate with one another to comply with all requirements of the MGDPA and other applicable law.

XV. DISCRIMINATION

The Contractor agrees not to discriminate in providing Professional Services under this Agreement on the basis of race, color, sex, creed, national origin, disability, age, sexual orientation, status with regard to public assistance, or religion. Violation of any this section may lead to immediate termination of this Agreement.

XVI. APPLICABLE LAW

The law of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation which may arise under the Agreement will be in and under those courts located within Hennepin County, Minnesota, regardless of the place of business, residence or incorporation of the Contractor.

XVII. CANCELLATION

This Agreement may be terminated by either party at any time with or without cause, upon thirty days' written notice. In that case, Corcoran Police Department shall only pay on a pro rata basis for Professional Services rendered in accordance with this Agreement prior to the termination date. Either party may terminate this Agreement immediately upon written notice if the other party materially breaches this Agreement and fails to cure such breach within fifteen (15) days after receiving written notice.

XVIII. REGULATORY COMPLIANCE

The Parties agree to conduct the Services in compliance with all applicable federal, state and local laws, rules, regulations and ordinances ("Applicable Law"), including, without limitation, with respect to the licensing, credentialing and certification of professional service providers. Each Party agrees to comply with all applicable federal, state and local laws, rules and regulations, including, without limitation, the federal Anti-Kickback Statute (42 U.S.C. § 1320a-7b), the federal Stark Law (42 U.S.C. § 1395nn) and the federal Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. § 1320d-2) and the corresponding regulations of such statutes.

XVIII. NOTICES

Any notice, approval, or demand authorized or required under this Agreement shall be in writing and shall be sent by U.S. first class mail to the other party as follows:

To the Contractor: LEAST Services/Counseling LLC
Scott Marks MSW, LICSW
PO Box 1742
Minnetonka, MN 55345

To the City: Corcoran Police Department
Attn: Director of Public Safety
8200 County Road 116
Corcoran, MN 55340

With Copy to: John J. Thames, City Attorney
Carson, Clelland & Schreder, PLLP
6160 Summit Drive, Suite 345

XIX. CONFLICT OF INTEREST/CODE OF ETHICS

The Contractor shall use best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety. In the event of a conflict, the Contractor, with the consent of the Corcoran Police Department, shall arrange for suitable alternative representation. It is the intent of the Contractor to refrain from handling matters for any other person or entity that may pose a conflict of interest or may not be in the best interests of the Corcoran Police Department.

The Contractor agrees that it will not represent any other party or other client which may create a conflict of interest in its work with the Corcoran Police Department. If Contractor is unclear whether a conflict of interest exists, Contractor will immediately contact the Corcoran Police Department Office to request an interpretation.

The Contractor agrees to be bound by the State of Minnesota's Code of Ethics. Contractor certifies that to the best of its knowledge all employees participating in this Agreement will comply with this Code. It is agreed by the parties that any violation of the Code of Ethics may be grounds for the termination of this Agreement.

XX. INDEMNIFICATION

The Contractor agrees to be responsible for any injuries or damages compensable under applicable law incurred by the City or the Corcoran Police Department, and the respective officers, officials, agents, and employees, ("Indemnified Parties") which are proximately caused by negligent acts, errors, or omissions of the Contractor or any of its personnel committed in connection with the performance of the Professional Services provided under the terms of this Agreement; provided, however, that (1) Contractor is not liable for any losses to the extent caused by or arising out of actions or omissions of the City or the Corcoran Police Department, its employees, or its agents; and (2) Contractor and the City and the Corcoran Police Department agree that no claim will be settled or otherwise resolved without the consent of Contractor, which consent shall not be unreasonably withheld.

Notwithstanding the foregoing, nothing in this Agreement shall be construed to require Contractor to indemnify the Indemnified Parties for any liability, loss, or damage: (a) Caused by the sole negligence, gross negligence, or willful misconduct of the Indemnified Parties.

DRAFT

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DRAFT

IN WITNESS WHEREOF, by attaching my signature below I represent that I have the requisite authority to enter into this Agreement on behalf of the City and the Corcoran Police Department or LEAST Services/Counseling LLC and have executed this Professional Services Agreement effective as of the date first written above.

CITY OF CORCORAN

CORCORAN POLICE DEPARTMENT

By _____ Date _____

Matt Gottschalk, Director of Public Safety

LEAST SERVICES/COUNSELING LLC

By _____ Date _____

Scott Marks, Owner

DRAFT

EXHIBIT A
Insurance Requirements

General Liability:

$1,000,000	Each Occurrence
$3,000,000	General Aggregate
$5,000	Medical Payments (optional)

Professional Liability:

$1,000,000	Liability Per Claim Limit
$3,000,000	Liability Aggregate Limit
$5,000	Medical Payments (optional)

Workers' Compensation:

$100,000	Each Accident
$500,000	Policy Limit
$100,000	Each Disease

Statutory Limits Apply

These Workers' Compensation requirements listed herein are not mandatory until and unless the Contractor hires an employee or is otherwise required by law to provide workers' compensation insurance.

All policies obtained by Contractor shall be primary and non-contributory as to any policy maintained by the City or the Corcoran Police Department. The Corcoran Police Department shall be added as Additional Insured and provided Certificate of Liability Insurance under the LEAST Services / Counseling LLC Professional Liability Insurance and Commercial General Liability Insurance policy.

DRAFT

STAFF REPORT **Agenda Item: 6.f**

Council Meeting: October 22, 2026	**Prepared By:** Natalie Davis, Community Development Director
Topic: Appointing Dwight Klingbeil as Acting Community Development Director	**Action Required:** Approval

Summary

The Community Development Director is anticipated to begin an extended maternity leave on October 23, 2026. In preparation for this absence, the department had developed a staffing coverage plan utilizing existing personnel and contracted planning and code enforcement services to maintain essential operations.

On October 12, 2026, the City was notified of the anticipated resignation of the Community Development Administrative Assistant, whose position provides significant administrative support to the Planning Division and department as a whole. This unanticipated staffing change prompted a reassessment of the department's operational and supervisory needs during the Director's absence.

The reassessment identified the need to formally establish continuity of the Community Development Director's designated responsibilities as Zoning Administrator and Code Compliance Official, as well as departmental coordination and supervisory authority. Additionally, with approximately 70% of the Community Development Director's time and 60% of the Administrative Assistant's time allocated to Planning, these concurrent absences will result in a substantial temporary reduction in available staffing capacity within the Planning Division, where many responsibilities are subject to statutory review deadlines. In addition to maintaining his existing planning responsibilities, the City Planner will be required to assume additional administrative, operational, and supervisory duties, including management of contracted planning services, coordination of departmental operations, and supervision and training of a replacement Administrative Assistant.

Given these circumstances, staff recommends the temporary appointment of Dwight Klingbeil as Acting Community Development Director during the Director's absence, with clearly defined responsibilities and an associated temporary compensation adjustment. This appointment would establish an appropriate interim management structure, recognize the additional responsibilities assumed by the City Planner, and maintain oversight of essential departmental functions.

Attachment A to the proposed resolution identifies the anticipated temporary redistribution of Community Development Department responsibilities during the Community Development Director's leave and the vacancy in the Community Development Administrative Assistant position. Assignments will remain in effect during the applicable absence or vacancy and may be adjusted as staffing resources become available. Contracted planning and code enforcement services will continue to be utilized as necessary to supplement available staffing capacity and support the timely processing of development applications and other essential functions.

Financial/Budget

The proposed temporary 8% wage adjustment is estimated to result in additional wage expenses of $1,548 in 2026 and $1,592 in 2027, for a total of $3,140, excluding associated employer payroll costs.

The additional wage and associated payroll expenses are anticipated to be accommodated within existing departmental budget appropriations through a combination of the following:

1. Salary savings resulting from the vacancy in the Community Development Administrative Assistant position until filled.

2. Available funds within the Planning Professional Services budget, if necessary.

Recommendation
Staff recommends approval of Resolution 2026-83 Appointing Dwight Klingbeil as Acting Community Development Director.

Council Action

Attachments
1. 2026-10-22 Resolution 2026-83 Appointing Dwight as Acting Com Dev Dir.pdf

RESOLUTION NO. 2026-83

Motion By:
Seconded By:

A RESOLUTION APPOINTING PLANNER DWIGHT KLINGBEIL AS ACTING COMMUNITY DEVELOPMENT DIRECTOR FOR THE CITY OF CORCORAN, MINNESOTA

WHEREAS, the Community Development Director for the City of Corcoran is anticipated to begin an extended leave of absence on October 23, 2026; and

WHEREAS, the City received the resignation of the Community Development Administrative Assistant, effective October 29, 2026, resulting in additional staffing and operational needs during the Community Development Director's absence; and

WHEREAS, the City wishes to appoint an Acting Community Development Director to maintain continuity of departmental management, supervision, and designated administrative authority during this period.

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

1. Planner Dwight Klingbeil is appointed as Acting Community Development Director effective October 23, 2026. The appointment shall remain in effect until the Community Development Director returns to full-time active duty, unless otherwise modified or terminated by separate action of the City Council. Intermittent or part-time work performed by the Community Development Director during the leave period shall not constitute a return to full-time active duty or otherwise affect the acting appointment or associated compensation adjustment.

2. During the term of his appointment, Dwight Klingbeil is authorized to serve as Acting Community Development Director and exercise the authority granted to the Community Development Director by the City, including the designated responsibilities of Zoning Administrator and Code Compliance Official, subject to applicable City Code provisions and the temporary redistribution of responsibilities established in Attachment A.

3. The anticipated temporary redistribution of departmental duties and responsibilities is identified in Attachment A, attached hereto and incorporated herein. The Acting Community Development Director shall provide overall departmental coordination and oversight, while the Construction Services Manager and Parks and Recreation Manager shall retain responsibility for the day-to-day operations of their respective divisions.

4. Routine operational assignments identified in Attachment A may be adjusted by the Acting Community Development Director in coordination with the affected division managers. Substantive changes to the distribution of responsibilities or delegated authority shall be subject to approval by the City Administrator, to the extent permitted by applicable City Code provisions, City policies, and authority granted by the City Council.

5. While serving as Acting Community Development Director, Dwight Klingbeil shall receive a temporary wage increase of eight percent (8%) of his base rate of pay. The temporary compensation adjustment shall become effective October 23, 2026, and shall remain in

RESOLUTION NO. 2026-83

effect for the duration of the acting appointment. The adjustment shall terminate upon the conclusion of the acting appointment as provided in Section 1.

6. This appointment and associated compensation adjustment are temporary and shall not constitute a permanent change in position, classification, or base compensation.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Debra Johnson – City Clerk

RESOLUTION NO. 2026-83

ATTACHMENT A

Temporary Redistribution of Community Development Department Responsibilities

The following table identifies the anticipated temporary redistribution of Community Development Department responsibilities during the Community Development Director's leave and the vacancy in the Community Development Administrative Assistant position. The duties identified are intended to illustrate the general scope of responsibilities and are not an exhaustive list of all functions that may be performed or reassigned during this period. Assignments may be adjusted in accordance with Section 4 of the accompanying resolution.

Duty/Responsibility	**Currently Assigned Position**	**Interim Responsibility**
Department Management and Supervision		
- Departmental coordination and oversight of ongoing operations across Planning, Code Enforcement, Construction Services, Rental Licensing and Recreation	Director	Planner in coordinating with division managers; respective division managers retain operational responsibility.
- Recruitment and hiring of replacement Administrative Assistant	Director	Planner and division managers, with unanimous agreement required for candidate selection
- Coordination, onboarding, and supervision of replacement Administrative Assistant	Director	Planner
- Departmental budget oversight, expenditure monitoring, and coordination with Finance	Director	Planner in coordination with division managers
- Management of Planning and Code Enforcement consultant contract	Director	Planner
- Management of building inspection consultant contract	Director	Construction Services Manager
- Management of park consultant contract	Director	Parks and Recreation Manager
Planning, Zoning, and Code Enforcement		
- Serve as the Zoning Administrator	Director	Planner, subject to Acting Community Development Director appointment
- Serve as the Code Compliance Official and oversee code enforcement activities	Director	Planner, subject to Acting Community Development Director appointment
- Oversight of land use application reviews,	Director	Planner, with consultant support

development proposals, and related staff reports		
- Planning Commission liaison, staff reports, and meeting coordination	Director	Planner, with consultant support
- Administration of rental licensing and home occupation programs	Director	Planner, with coordination with Construction Services and consultant support
- Oversight of planning initiatives	Director	Planner, with consultant support
- Coordination with external agencies, developers, and other stakeholders on planning matters	Director	Planner, with consultant support
Planning Administrative Support		
- Planning Commission agenda packets, minutes, notices, and meeting preparation	Administrative Assistant	Planner
- Distribution and coordination of land use application materials and review comments	Administrative Assistant	Planner, with consultant support as appropriate
- Land use application account setup, scheduling, and administrative processing	Administrative Assistant	Planner
- Maintenance of zoning, planning, and code enforcement records and databases	Administrative Assistant	Planner for essential records; discretionary projects may be deferred
- Planning application escrow tracking, invoices, Letters of credit management, and payment coordination	Administrative Assistant	Planner, in coordination with Finance
- Planning-related public inquiries, calls, emails and customer service	Administrative Assistant	Planner, with consultant support for technical inquiries
- Planning-related website updates, development project mapping, and document coordination	Administrative Assistant	Planner
Construction Services and Recreation		
- Oversight and coordination of building permit and construction services functions	Director	Construction Services Manager, with Planner providing departmental coordination as needed
- Construction permit administrative support, payments, records, and inquiries	Administrative Assistant	Construction Services Team

RESOLUTION NO. 2026-83

- Oversight of Parks planning, recreation programming, and community events	Director	Parks and Recreation Manager, with Planner providing departmental coordination as needed
- Parks and Trails Commission administrative support and meeting coordination	Administrative Assistant	Parks and Recreation Manager with additional support anticipated from part-time Recreation Coordinator position, subject to approval
- Recreation-related administrative support, facility rental processing, and public inquiries	Administrative Assistant	Parks and Recreation Manager with additional support anticipated from part-time Recreation Coordinator position, subject to approval
- Department-wide website updates and general administrative inquiries	Administrative Assistant	Respective division staff

STAFF REPORT **Agenda Item: 6.g**

Council Meeting: October 22, 2026	**Prepared By:** Ryan Ganner, Human Resources Generalist
Topic: Community Development Administrative Assistant Resignation and Authorization to Hire	**Action Required:** Approval

Summary
On October 15, 2026 staff received the Community Development Administrative Assistant Seth Gellman's resignation effective October 29, 2026. Staff is requesting the acceptance of Seth's resignation, and the authorization to begin the hiring process to fill the vacancy.

Financial/Budget
This position is in the budget for 2026 and 2027.

Council Action
Accept the resignation of Community Development Administrative Assistant Seth Gellman, and authorize staff to begin the hiring process immediately.

Attachments
1. Community Development Admin Assistant 2026.pdf

Community Development Administrative Assistant

Department	Community Development
Reports To	Community Development Director
Supervises	None
FLSA Status	Non-Exempt, Full Time
Grade	**3**
Union Status	Non-Union

Position Details

The Community Development Administrative Assistant will provide routine administrative support for all divisions within the Community Development Department: Planning, Construction Services, and Recreation and Engagement. This position will receive regular work guidance from the Planner, Parks and Recreation Manager, and Construction Services Manager.

Professional/Technical Duties and Responsibilities

The duties listed below are intended only as illustrations of the various types of work that may be performed, with or without reasonable accommodation. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Draft minutes, prepare agenda packets, consolidate comments, and set up the Council Chambers for the Planning and Parks and Trails Commissions.
- Attend Parks and Trails Commission meetings to assist the Parks and Recreation Manager , attend Planning Commission meetings on an as-needed basis, and manage public hearing notices for the Planning Commission.
- Distribute land use and permit application materials to relevant departments, consultants, and external agencies.
- Set-up land use accounts and schedule development meetings for the Planner and Community Development Director.
- Manage records and maintain zoning and code enforcement databases.
- Intake and process payments and invoices for land use applications, zoning and construction permits, and facility rentals.
- Assist in the tracking of planning application escrow accounts.
- Handle emails and calls for the department and assist with basic inquiries for each division.
- Sit at the front desk in coordination with other department's Administrative Assistants to ensure proper front desk coverage.
- Maintain all Community Development Divisions web pages on the City website in coordination with the Communications Specialist.
- Assist with maintaining the development projects map, the creation of department advertising materials, and planning of community engagement activities and events.

- Assist in the establishment of new workflows and procedures to improve record management.
- Collaborate with the City Clerk to implement and regularly use agenda management tools for commission meeting packets.
- Digitize historical Planning files and building permit backlog, organize and quality check documents in Laserfiche.
- Assist in coordinating City signatures on Planning Division documents with the City Clerk.
- Work some evening and weekend hours as needed.
- Perform other job-related duties as assigned.

Position Requirements

Knowledge, Skills, and Abilities

- Understanding of community development processes and terminology.
- Strong organizational and multitasking abilities.
- Excellent verbal and written communication skills.
- Proficiency in Microsoft Office Suite (Word, Excel, Outlook).
- Ability to provide exceptional customer service.
- Ability to coordinate and collaborate effectively with various departments and personnel.
- Capable of managing and prioritizing multiple tasks and projects.
- Strong attention to detail and accuracy in document handling.
- Ability to work independently and as part of a team.
- Adaptability to changing priorities and demands in a dynamic work environment.

Minimum Education and Experience

- Current enrollment in college or possession of an associate's degree in any field of study.
- Four years of experience working in a fast-paced work or office environment.
- Experience with Microsoft Office.

Desired Education and Experience

- Bachelor's Degree in Planning, Urban Studies, Parks and Recreation, Public Administration, or related field.
- Experience working with a document management or project tracking software is preferred.
- Experience or coursework with GIS.

Physical Demands and Work Environment

The physical demands described are representative of those that must be met by an employee to perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed in a normal office environment with frequent interactions with the public. Limited lifting of 25lbs or less is required.

Activities that **occur constantly** (5–8 hours/shift): hearing, talking, sitting
Activities that **occur frequently** (2–5 hours/shift): repetitive motions, eye/hand/foot coordination
Activities that **occur occasionally** (up to 2 hours/shift): standing, walking, lifting, carrying, pushing, pulling, kneeling, crouching, reaching, handling, feeling
Activities that **occur rarely** (do not exist as regular part of job): climbing, balancing, stooping, crawling, grasping

City of Corcoran is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, reasonable accommodations are offered to qualified individuals with disabilities. Prospective and current employees are encouraged to discuss potential accommodations with the employer.

Core Values

- Honesty, Ethics, Integrity
- Community Pride and Partnership
- Efficient and Effective Service Delivery
- Community Safety
- Fiscal Responsibility
- Transparency
- Responsible Decision Making

Employee signature below constitutes employee's understanding of the requirements, essential functions, and duties of the position.

Employee Name

Employee Signature Date

EEO Policy: The City of Corcoran is committed to providing equal employment opportunities to all employees and applicants for employment without regard to any legally-recognized basis "protected class" including but not limited to: veteran status, uniform service member status, race, color, religion, sex, national origin, age, physical or mental disability, sexual orientation or marital preference, genetic information or any other protected class under federal, state, or local law.

STAFF REPORT **Agenda Item: 6.h**

Council Meeting: October 22, 2026	**Prepared By:** Dwight Klingbeil, Planner
Topic: Weinand Woods 2nd Addition Preliminary Plat	**Action Required:**

Summary
Kevin & Mary Weinand, the applicants, request approval of the preliminary plat for “Weinand Woods 2nd Addition”, which would result in a 5.86-acre single-family lot and a 38.55-acre outlot at 22939 County Road 30 (subject property PIDs 08-119-23-31-0006 & 08-119-23-32-0001).

Recommendation
Planning Commission and Staff recommend approval of Resolution 2026-82 approving the preliminary plat for “Weinand Woods 2nd Addition”, with the conditions outlined in this report.

Council Action
Decision

Attachments
1. 2026-10-22 CC Report - Weinand Woods 2nd Addition.pdf

STAFF REPORT

City Council Meeting: October 24, 2026	**Prepared By:** Dwight Klingbeil
Topic: Weinand Woods 2nd Addition Preliminary Plat (PIDs 08-119-23-31-0006 & 08-119-23-32-0001) (City File No. 26-009)	**Action Required:** Decision

Review Deadline: November 21, 2026

1. Application Request

Kevin & Mary Weinand, the applicants, request approval of the preliminary plat for "Weinand Woods 2nd Addition", which would result in a 5.86-acre single-family lot and a 38.55-acre outlot at 22939 County Road 30 (subject property PIDs 08-119-23-31-0006 & 08-119-23-32-0001).

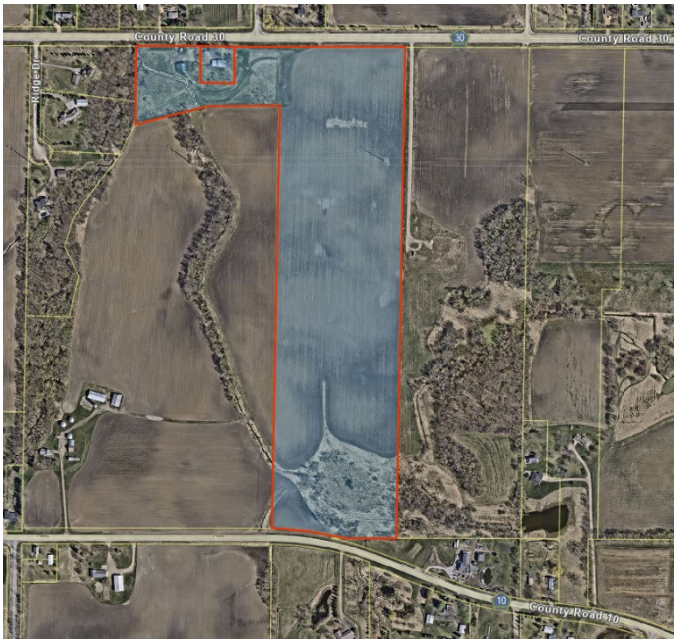


Figure 1: Property Location

2. Planning Commission Review

The Planning Commission reviewed this item during their October 1, 2026, meeting. No members of the public spoke during the public hearing.

Planning Commission discussion included clarification of the dedication of right-of-way along County Road 30, trails, roadway easement dedication, and increase of landscaping to reduce front setback requirements. After some discussion, the Planning Commission voted to recommend approval of the draft resolution as presented (5:0).

3. Background

The site is currently comprised of a 0.79-acre single-family lot (22939 County Road 30) and a 43.6-acre outlot (Outlot B of Weinand Woods Addition), both of which are owned by the applicants.

Two of the applicant's accessory structures are currently located on the outlot and are not located on the same parcel as the single-family home. The applicant intends to sell the outlot. Before doing so, they request City Council approval of a preliminary plat for

the purpose of adjusting the shared property line, which would result in all structures being located on the same parcel as the single-family home.

4. Context

Zoning and Land Use

The property is guided Rural/Ag Residential and zoned Rural Residential (RR). The site is located outside of the 2040 Metropolitan Urban Service Area (MUSA) boundary.

Surrounding Properties

All properties surrounding the site are also zoned RR and guided for Rural/Ag Residential in the 2040 Future Land Use Map. The properties to the north, west, and southeast are currently used for rural single-family uses, and the properties to the east and west appear to be used for agricultural uses.

Natural Characteristics of the Site

The 2040 Comprehensive Plan Natural Quality Rankings map identifies a low-quality wetland in the southern portion of the site, and a medium quality wetland in the northwestern portion of the site. The map also identifies a stream connecting the two wetlands.

Additionally, the properties to the west contain portions of Rush Creek. As a result, a small portion of the site is located in the Shoreland Overlay District.

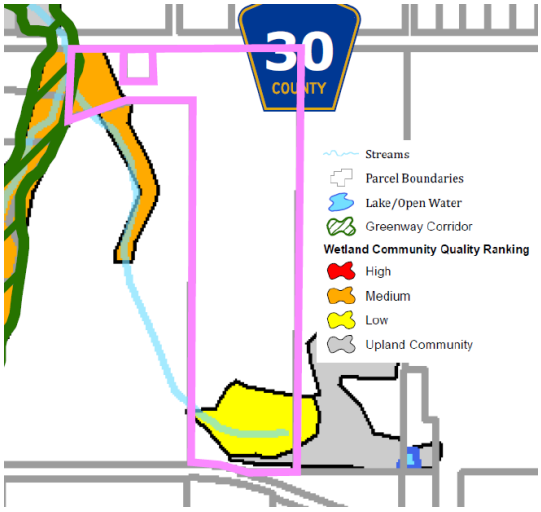


Figure 2: Natural Resources Inventory Map

5. Analysis

Staff reviewed the application for consistency with the Comprehensive Plan, Subdivision Ordinance, Zoning Ordinance, City Code requirements, and City policies. Public Safety and the City Engineer reviewed the application, and their comments are incorporated into this staff report. The detailed comments from both departments are attached as memos to this report.

A. Level of City Discretion in Decision-Making

The City's discretion in approving or denying a preliminary plat is limited to whether the proposed plat meets the standards outlined in the City's Subdivision and Zoning Ordinance. If the proposal meets these standards, the City must approve the preliminary plat.

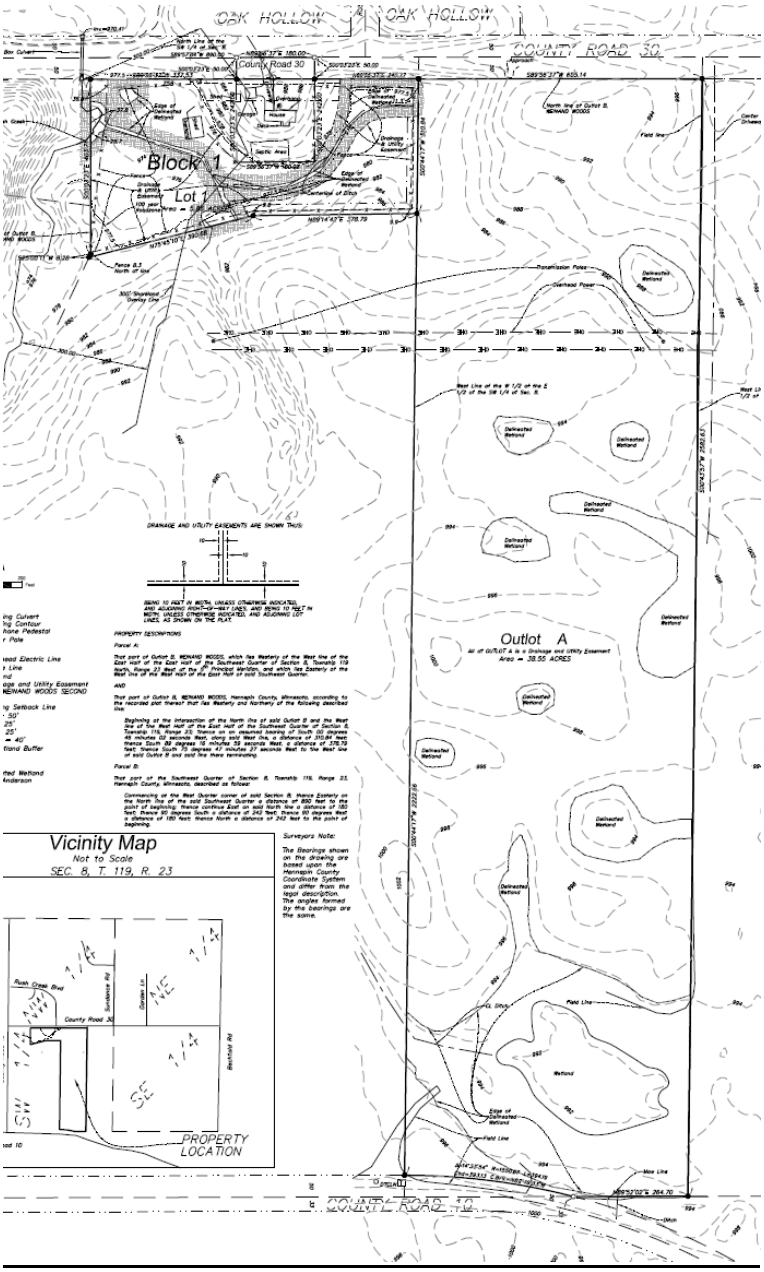


Figure 3: Preliminary Plat

Preliminary Plat

Use

The proposed subdivision would not create any additional lots or outlots. Instead, the request is simply to relocate the shared property line between the two existing parcels, which would result in a 5.86-acre single-family lot, and a 38.55-acre outlot. The continued single-family and agricultural uses are compatible with the uses permitted in the RR district.

Development Rights

The 44.41-acre site has 4 development rights. Since the proposed plat does not create any additional lots or outlots, no development rights would be used with this proposal. The applicant has indicated that all 4 development rights would remain with the outlot.

Lot Size and Standards

The site is currently zoned RR. The lot standards for the RR district are as follows:

	RR standards	Lot 1, Block 1	Outlot A
Minimum lot area	2 acres	5.86 acres	38.55 acres
Minimum lot width	200 feet	758.3 feet	655.14 feet
Minimum lot depth	300 feet	310.84 feet	2582.6 feet

As proposed, Lot 1 would be 5.86 acres in size, with a lot width of 758.3 feet and a depth of 310.84 feet. The proposed outlot would be 38.55 acres in size, with a width of 655.14 feet and a depth of 2582.63 feet. Both parcels would meet the lot size requirements of the RR district.

Setbacks

The following setbacks apply for the RR district:

Minimum Principal Structure Setbacks:	Requirements	Block 1 Lot 1
Front, from Major Roadways*	100 feet	73 ft
Front, from all other streets	50 feet	*N/A*
Front Porch (≤ 120 square feet)	40 feet	*N/A*
Side	25 feet	283 ft
Rear	35 feet	214 ft

**Major Roadways are state highways and county roads*

The single-family structure meets the minimum required setbacks from the side and rear property lines. However, the home is currently setback 73 feet from the front property line, where a 100-foot minimum setback is required. The home was constructed in 1972, prior to the adoption of the current setback standards, and its existing location is permitted as a legal non-conforming use if the two parcels remained in their existing conditions.

However, the Preliminary Plat criteria outlined in Section 930.010 Subd. 4.D.1. of the subdivision ordinance requires all new subdivisions to meet the City's Zoning Ordinance. Since the single-family structure on Lot 1 does not meet the minimum

setback requirement, a condition of approval will require the applicant to either revise the preliminary plat to meet the minimum setback requirement or obtain a variance to allow the nonconforming setback.

Accessory Structures

There are currently three accessory structures on the property, a detached garage in front of the house, a detached shed west of the garage, and a detached shed in the side yard, west of the house. The accessory structures within the plat must comply with the accessory structure standards outlined in Section 1030.030 of the Zoning Ordinance, as discussed in this section.

The proposed size of Lot 1 is 5.86 acres. The zoning ordinance allows properties of this size to have a total accessory structure footprint of 2,719 sq. ft. (not including the first 1,000 sq. ft. of attached accessory structure footprint). The detached garage has a footprint of 589 sq. ft., the detached shed west of the garage has a footprint of 409 sq. ft., and the detached shed west of the house has a footprint of 1,457 sq. ft.. The total footprint for these structures is 2,455 sq. ft., which is allowed for a lot of this size.

	Minimum Setback	Detached Garage	Detached shed (west of garage)	Detached Shed (west of house)
Front, Major Roads	100 feet	18.8 feet	33.8 feet	85.1 feet
Side	20 feet	355 feet	324 feet	225 feet
Rear	15 feet	271 feet	263 feet	208 feet

Accessory structures in the RR district are required to comply with the following minimum setback requirements: 100 feet from the front property line, 20 feet from the side property line, and 15 from the rear property line. None of the existing structures comply with the minimum front setback along County Road 30. As a condition of approval, the applicant must obtain a variance to address the nonconforming front setback or revise the preliminary plat to relocate these structures to a complaint location.

It is also worth noting that in 2017, the detached shed west of the house was approved as an agricultural building, which exempted it from the standard building permit process. As part of that exemption, the applicant signed a statement of intended use affirming that the structure would be used for agricultural purposes only, and would not be used for residential, commercial, or public use. Because the applicant intends to sell the outlot, the structure would no longer be used for agricultural purposes and therefore would not qualify as an agricultural building. As a condition of approval, the applicant must either obtain a building permit for this structure or remove the it from the property.

Streets & Access

The proposed plat would maintain the current access on County Road 30 and would not require additional access points onto the public roadways. Hennepin County's Public

Works reviewed the proposal and is supportive of maintaining the current access. However, an additional 10 feet of right-of-way must be dedicated along County Road 30 to create a 60-foot half right-of-way along County Road 30. As a condition of approval, the plat must be updated to dedicate a 10-foot-wide right-of-way along County Road 30 to accommodate the 60-foot half right-of-way. The County's memo is enclosed in this report.

With the understanding that Outlot A will retain multiple development rights, Staff identified the need to plan for an internal road network that runs parallel to County Road 30 to support future development on the south side of County Road 30. This future road network will help reduce the number of direct access points onto this expander roadway, which would improve the safety and functionality along County Road 30.

Roadway easements should align with existing access points whenever possible, provided they don't conflict with required intersection spacing. With the existing street networks north of County Road 30, a future roadway connection with Rush Creek Boulevard represents the most suitable location for a roadway easement to connect to County Road 30. As a condition of approval, the preliminary plat must be revised to include a roadway easement on Lot 1 that aligns with Rush Creek Boulevard at County Road 30 and extends to the western edge of Outlot A.

A roadway easement through Outlot A is not required as part of this preliminary plat. However, future subdivisions of Outlot A will require the dedication of an east-west roadway easement. As a condition of approval, the applicant is required to provide a ghost plat showing a potential future east-west roadway alignment that connects the dedicated roadway easement on Lot 1 to the parcel to the east (PID 08-119-23-31-0004).

Wetlands

A wetland delineation was completed in July 2026. This delineation confirmed 11 wetlands on the site, as well as a stream behind the house.

These wetlands are subject to the Wetland Overlay District (Section 1050.010), which includes wetland buffers, wetland buffer monument signs, and an additional 15' structure setback from the edge of the buffer. The size of the buffer is dependent on the quality of the wetland. The City's Natural Resources Community Quality Ranking Map identifies the majority of wetlands throughout the City and is based on the City's quality assessment of known wetlands. Wetlands not shown on this map are assumed to be of medium quality. There is a

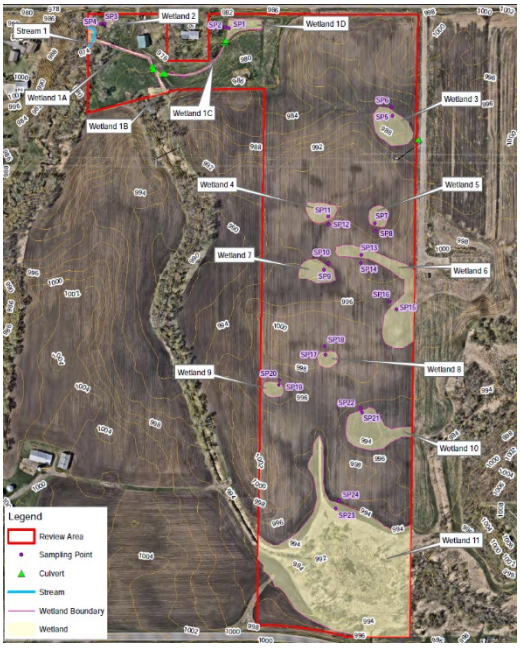


Figure 4 Wetland Boundaries per 2024 NOD

process to confirm wetland quality through the Minnesota Rapid Assessment (MNRAM) methodology, if the applicant believes that the quality needs to be reevaluated.

Only one of the wetlands is located on Lot 1 and is identified as a medium-quality wetland on the City's map. Any wetlands not identified on the Wetland Quality Ranking Map are assumed to be medium quality. As a result, the wetlands on Lot 1 will require buffers that meet the medium quality requirements, which are as follows:

Wetland Buffer Average Width	25'
Wetland Buffer Width (Min.)	20'
Wetland Buffer Width (Max.)	40'
Structure Setback From Buffer	15'
Total Buffer and Setback (Average)	40'

A condition of approval will require the applicants to submit a wetland buffer establishment plan that complies with the standards outlined in the Wetland Overlay District and the City's wetland policies. This includes the establishment of the wetland buffer strip according to the requirements of a medium quality wetland. Since the outlot is not being developed with the proposed preliminary plat, wetland buffer strips will not be required around wetlands in the outlot. However, a blanket drainage & utility easement must be provided over the entirety of the outlot. The proposed preliminary plat contains this blanket easement and is acceptable.

The proposed plat shows buffers around the wetlands identified on Lot 1. To ensure compliance with Section 1050.010, Subd. 5, a condition of approval shall require the wetland buffer establishment plat to clearly dimension the minimum and maximum wetland buffer width for each wetland. Additionally, the applicant's engineer must provide certification of the average width of the wetland buffer.

A permanent wetland buffer monument shall be installed at each lot line where it crosses a wetland buffer, and to indicate any contour of the buffer at intervals not exceeding 200 feet. As a condition of approval, the wetland buffer establishment plan must identify wetland monument locations in accordance with the requirements outlined in Section 1050.010 Subd. 7 of the Zoning Ordinance.

Utilities

The entire site is located outside the MUSA and is serviced by a private well and septic system. The existing home is serviced by a private septic and well system, which is shown on the applicant's survey. It is assumed that this system is in working condition.

Landscaping

Residential developments of less than 4 units shall not require a landscape plan but shall be required to install a minimum of one overstory tree per dwelling unit, per

Section 1060.070 Subd. 2 of the Zoning Ordinance. Since there are no additional residential units being created with this development, and there are existing trees on Lot 1, this condition has been satisfied.

Drainage and Utility (D&U) Easements

D&U easements are required along the perimeter of all platted lots. The proposed plat indicates the use of a perimeter D&U easements around lot 1, block 1, and a blanket D&U easement over Outlot A. This is consistent with the City's policies.

Parks and Trails

The 2040 Parks and Trails Map provides guidance to the City for acquiring land for parks and trails. The plan shows an existing on-road trail (painted shoulder) along County Road 30, and a proposed on-road trail along County Road 10.

5. Recommendation

Planning Commission and Staff recommend approval of Resolution 2026-82 approving the preliminary plat for "Weinand Woods 2nd Addition", with the conditions outlined in this report.

Attachments:

1. Resolution 2026-82 Approving Preliminary Plat for Weinand Woods 2nd Addition
2. City Engineer memo dated September 24, 2026
3. Site Survey
4. Preliminary Plat
5. Hennepin County Transportation Memo dated May 11, 2026

City of Corcoran *October 21, 2026*
County of Hennepin
State of Minnesota

RESOLUTION NO. 2026-82

Motion By:
Seconded By:

A RESOLUTION APPROVING A PRELIMINARY PLAT FOR "WEINAND WOODS 2ND ADDITION" ON THE PROPERTY LOCATED AT 22939 COUNTY ROAD 30 (PIDs 08-119-23-31-0006 & 08-119-23-32-0001) (CITY FILE NO. 26-009)

WHEREAS, Kevin and Mary Weinand ("the applicant") request approval of a preliminary plat to create 1 single-family lot and 1 outlot from property described as follows:

See Attachment A.

WHEREAS, the Planning Commission reviewed the preliminary plat at a duly called public hearing and recommended approval, and;

NOW, THEREFORE, BE IT RESOLVED that the Corcoran City Council approves the request for a preliminary subject to the following findings and conditions:

1. A preliminary plat is approved, in accordance with the plans received by the City on April 20, 2026, with additional material received on July 24, 2026, except as amended by this resolution.

2. The applicant shall comply with all requirements in the City Engineer Memo dated September 24, 2026.

3. All permanent wetland buffer monument signs must be erected along the wetland buffer line as required by Section 1050.010, Subd. 7 of the Zoning Ordinance.

    a. Wetland signs must be purchased from the City.

    b. Wetland signs must be installed on treated 4x4 wooden posts.

    c. Wetland buffer signs must be installed prior to issuance of building permits.

    d. The installation of the wetland monument buffer signs according the approved plan must be certified by a registered land surveyor.

    e. Wetland buffers must be planted and inspected by the City prior to issuance of building permits unless an alternative timeline is approved by the City.

    f. The final seed mix to be used in establishing the wetland buffers must be approved by the City's wetland specialist.

    g. Where buffer areas are not vegetated or have been disturbed within the last 10 years, such buffer areas shall be replanted and maintained according to the standards in Section 1050.010, Subd. 8(C) of the Zoning Ordinance.

i. The City's wetland specialist must inspect existing wetland buffers proposed to remain to confirm the existing buffers are undisturbed and in an acceptable condition. This must be completed prior to submittal of the final plat application.

h. The minimum and maximum dimensions as well as the average width of all wetland buffers must be certified by the applicant's engineer.

i. Wetland buffer signs must be located where the buffer crosses a property line and to indicate changes in contour.

i. Wetland buffer signs can be superseded by tree preservation monument signs where tree preservation areas extend further than the wetland buffer width.

j. Spacing between wetland buffer monument signs cannot exceed 200'.

k. A planting and maintenance plan must be submitted for the wetland buffers that address site preparation, proposed maintenance practices, and when the City will be notified for inspections to be approved by the City's Wetland Specialist.

4. Prior to submittal of the final plat, the applicant must complete the following:

a. Revise the preliminary plat to show the following:

i. Revise the location of the single-family home and accessory structures to comply with the minimum front setback requirements of the RR district or obtain a variance.

ii. Remove or relocate the western-most accessory structure to comply with the RR side yard sidewall height limit, or obtain a Conditional Use Permit.

iii. Dedicate 10-feet of right-of-way along County Road 30 to accommodate a 60-foot half right-of-way.

iv. Dedication of a 60-foot-wide east-west roadway easement on Lot 1 that aligns with Rush Creek Boulevard at County Road 30, and extends to the western boundary line of Outlot A.

v. Provide a ghost plat of Outlot A showing a future east-west road alignment connecting the roadway easement on Lot 1 to the parcel to the east, PID 08-119-23-31-0004.

b. Revise the preliminary wetland buffer plan to show the following:

i. The minimum dimension of all wetland buffers.

ii. The maximum dimension of all wetland buffers.

iii. Certification of the average width of all wetland buffers.

iv. Wetland buffer monument signs at each contour and property line with a maximum spacing of 200' in between signs.

c. Provide a wetland buffer planting and maintenance plan that identifies the process for site preparation, maintenance practices, and when the City will be notified for inspections.

5. Drainage and utility easements shall be provided over all wetlands, wetland buffers, stormwater ponds, 100-year flood elevation, and in compliance with the Engineering Memo.

6. Drainage and utility easements shall be provided along the perimeter of all lots.

7. The development shall comply with the City's requirements regarding fire access, fire protection, and fire flow calculations, the location of fire hydrants, fire department connections, and fire lane signage.

8. The final plat shall address all conditions of approval.

9. Approval shall expire within one year of the date of approval unless the applicant has filed a complete application for approval of the final plat.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 21st day of October, 2026.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Debra Johnson – City Clerk

RESOLUTION NO. 2026-82

ATTACHMENT A

Parcel A:

That part of Outlot B, WEINAND WOODS, which lies Westerly of the West line of the East Half of the East Half of the Southwest Quarter of Section 8, Township 119 North, Range 23 West of the 5th Principal Meridian, and which lies Easterly of the West line of the West Half of the East Half of said Southwest Quarter.

AND

That part of Outlot B, WEINAND WOODS, Hennepin County, Minnesota, according to the recorded plat therof that lies Westerly and Northerly of the following described line: Beginning at the intersection of the North line of said Outlot B and the West line of the West Half of the East Half of the Southwest Quarter of Section 8, Township 119, Range 23; thence on an assumed bearing of South 00 degrees 46 minutes 02 seconds West, along said West line, a distance of 310.84 feet; thence South 89 degrees 16 minutes 59 seconds West, a distance of 378.79 feet; thence South 75 degrees 47 minutes 27 seconds West to the West line of said Outlot B and said line there terminating.

Parcel B:

That part of the Southwest Quarter of Section 8, Township 119, Range 23, Hennepin County, Minnesota, described as follows: Commencing at the West Quarter corner of said Section 8; thence Easterly on the North line of the said Southwest Quarter a distance of 890 feet to the point of beginning; thence continue East on said North line a distance of 180 feet; thence 90 degrees South a distance of 242 feet; thence 90 degrees West a distance of 180 feet; thence North a distance of 242 feet to the point of beginning.

Stantec

Memo

To:	Kevin Mattson, PE Public Works Director	From:	Steve Hegland, PE Dan Boyum, PE
Project:	Weinand Woods Second Addition Preliminary Plat	Date:	September 24, 2026

Exhibits:

This review is based on the following documents:

1. Preliminary Plat for Weinand Woods Second Addition, by Otto Associates, revision dated 7/23/26

Comments:

General

1. Consistent with the review process, a comment response letter shall be provided in which the applicant provides a written response to each of the items below
2. No site improvements to Lot 1 Block 1 are proposed with the plat.

Easements:

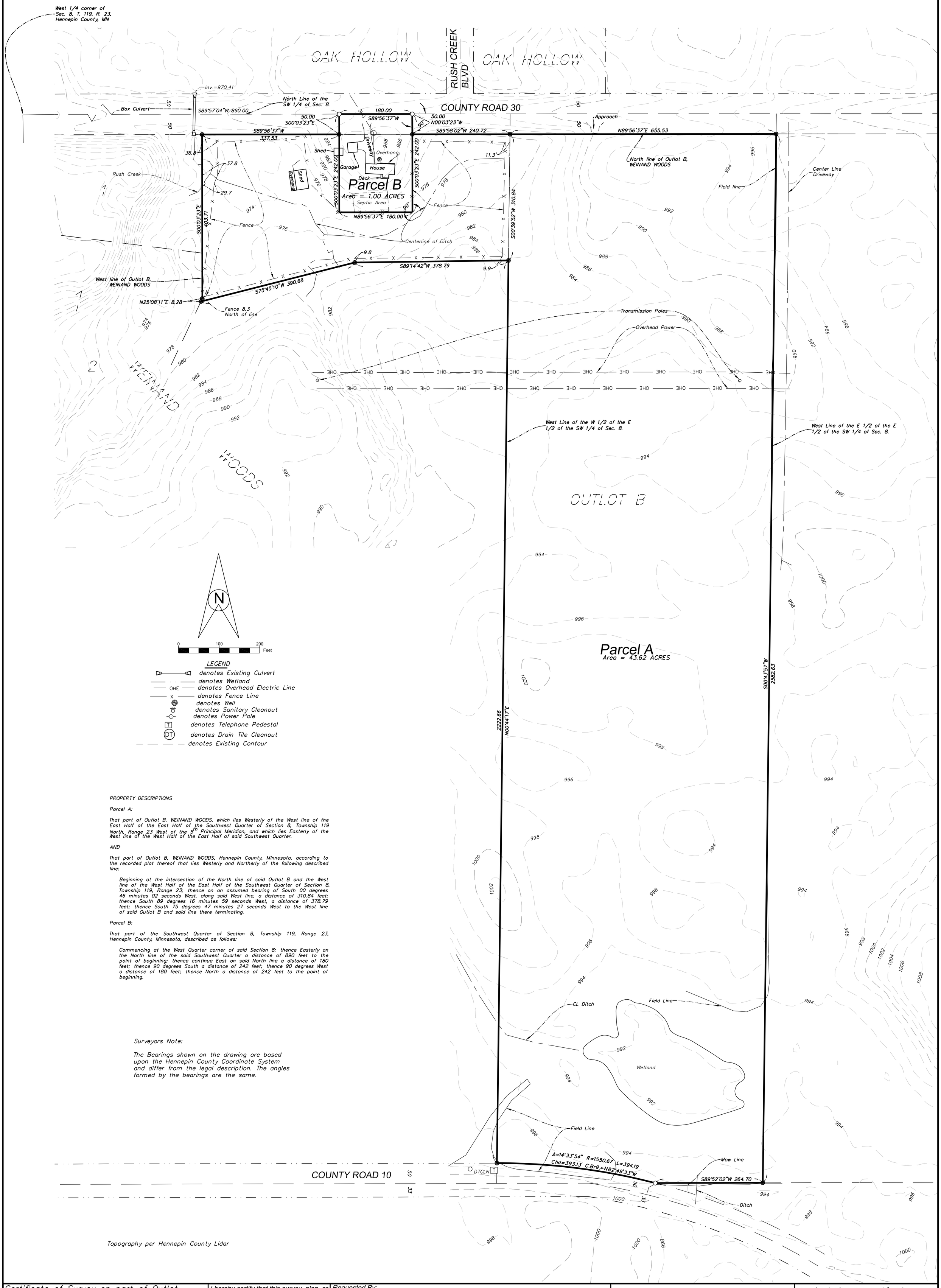
1. Identify on the site plan the easements associated with the overhead electrical lines through the site.
2. A 60- wide roadway easement shall be provided over Lot 1 Block 1 aligning with Rush Creek Boulevard and extending to Outlot A. Applicant could additionally adjust eastern lot line for Lot 1 Block 1 to the west to allow for future access to be encompassed by Outlot.
3. Drainage and utility easements shall fully encompass final wetland and wetland buffers.
4. Drainage and utility easements are required over floodplain.
5. The FEMA floodway shall be identified on the site plan documents and fully encompassed by drainage and utility easements.
6. With future platting of Outlot A, a 60-ft wide east-west roadway easement or right of way should be anticipated to be necessary in a location north of the large wetland complex. The easement location shall not conflict with any restrictions of existing electrical easements.
7. Applicant shall be responsible for providing right of way along County Road 10 and County Road 50 as required by Hennepin County.

Watermain/Sanitary Sewer

1. The existing home is serviced with private well and septic. Both of these facilities are identified within Lot 1 Block 1 currently.

End of Comments

Certificate of Survey



LEGEND

- denotes Existing Culvert
- denotes Wetland
- OHE — denotes Overhead Electric Line
- X — denotes Fence Line
- (W) denotes Well
- denotes Sanitary Cleanout
- denotes Power Pole
- T denotes Telephone Pedestal
- (DT) denotes Drain Tile Cleanout
- denotes Existing Contour

PROPERTY DESCRIPTIONS

Parcel A:

That part of Outlot B, WEINAND WOODS, which lies Westerly of the West line of the East Half of the East Half of the Southwest Quarter of Section 8, Township 119 North, Range 23 West of the 5th Principal Meridian, and which lies Easterly of the West line of the West Half of the East Half of said Southwest Quarter.

AND

That part of Outlot B, WEINAND WOODS, Hennepin County, Minnesota, according to the recorded plat thereof that lies Westerly and Northerly of the following described line:

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Parcel B:

That part of the Southwest Quarter of Section 8, Township 119, Range 23, Hennepin County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 8; thence Easterly on the North line of the said Southwest Quarter a distance of 890 feet to the point of beginning; thence continue East on said North line a distance of 180 feet; thence 90 degrees South a distance of 242 feet; thence 90 degrees West a distance of 180 feet; thence North a distance of 242 feet to the point of beginning.

Surveyors Note:

The Bearings shown on the drawing are based upon the Hennepin County Coordinate System and differ from the legal description. The angles formed by the bearings are the same.

Topography per Hennepin County Lidar

Certificate of Survey on part of Outlot B, WEINAND WOODS, Hennepin County, Minnesota

Revised:

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-3-26

Requested By: KEVIN WEINAND

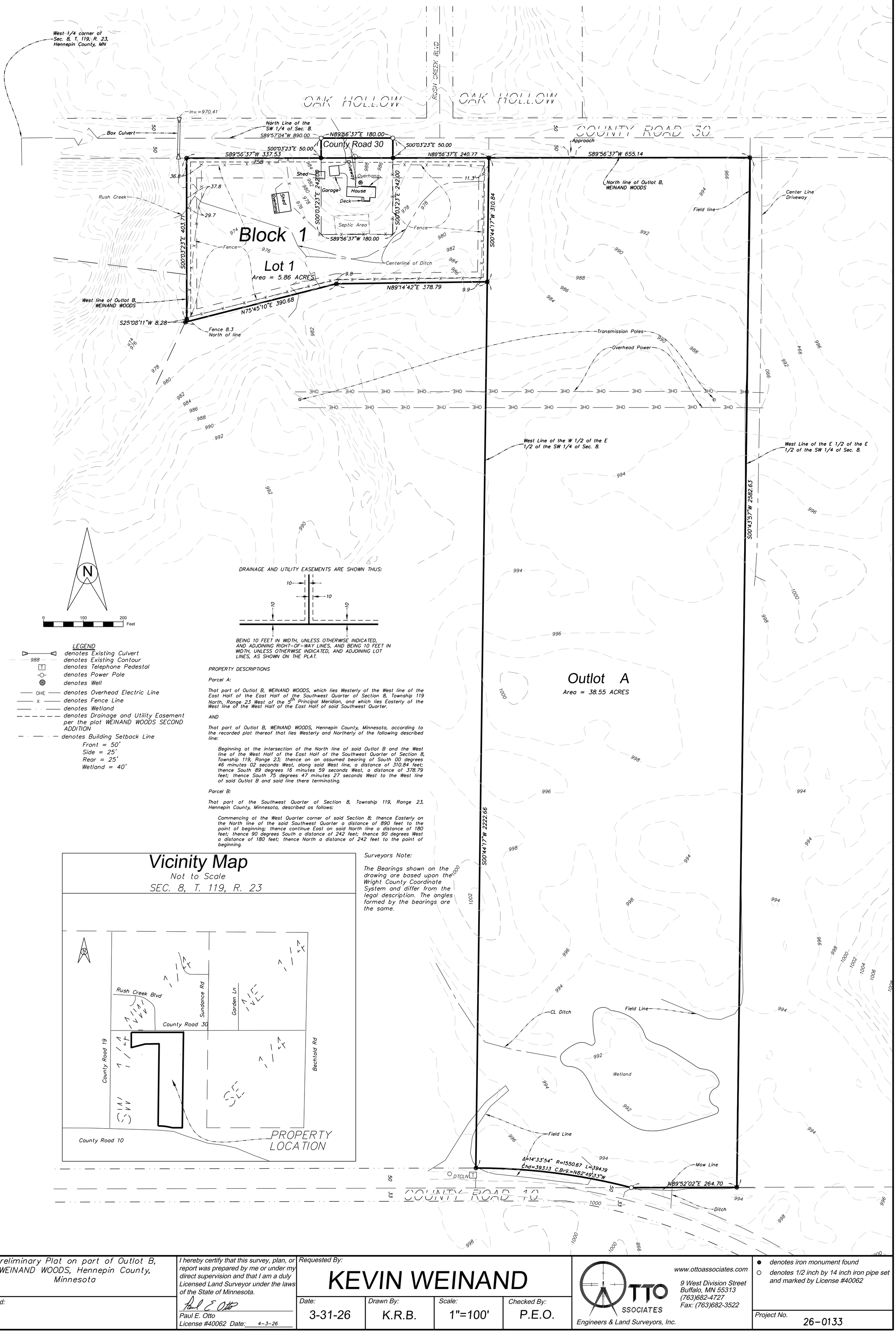
Date:	Drawn By:	Scale:	Checked By:
3-4-26	K.R.B.	1"=100'	P.E.O.

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. 26-0133

Preliminary Plat of
WEINAND WOODS SECOND ADDITION



LEGEND

- denotes Existing Culvert
- 988 denotes Existing Contour
- T denotes Telephone Pedestal
- denotes Power Pole
- W denotes Well
- OHE denotes Overhead Electric Line
- X denotes Fence Line
- denotes Wetland
- denotes Drainage and Utility Easement per the plat WEINAND WOODS SECOND ADDITION
- denotes Building Setback Line
  - Front = 50'
  - Side = 25'
  - Rear = 25'
  - Wetland = 40'

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AND BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

PROPERTY DESCRIPTIONS

Parcel A:

That part of Outlot B, WEINAND WOODS, which lies Westerly of the West line of the East Half of the East Half of the Southwest Quarter of Section 8, Township 119 North, Range 23 West of the 5th Principal Meridian, and which lies Easterly of the West line of the West Half of the East Half of said Southwest Quarter.

AND

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Parcel B:

That part of the Southwest Quarter of Section 8, Township 119, Range 23, Hennepin County, Minnesota, described as follows:

Commencing at the West Quarter corner of said Section 8; thence Easterly on the North line of the said Southwest Quarter a distance of 890 feet to the point of beginning; thence continue East on said North line a distance of 180 feet; thence 90 degrees South a distance of 242 feet; thence 90 degrees West a distance of 180 feet; thence North a distance of 242 feet to the point of beginning.

Vicinity Map

Not to Scale

SEC. 8, T. 119, R. 23

Surveyors Note:

The Bearings shown on the drawing are based upon the Wright County Coordinate System and differ from the legal description. The angles formed by the bearings are the same.

Preliminary Plat on part of Outlot B, WEINAND WOODS, Hennepin County, Minnesota

Revised:

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto
License #40062 Date: 4-3-26

Requested By: KEVIN WEINAND

Date:	Drawn By:	Scale:	Checked By:
3-31-26	K.R.B.	1"=100'	P.E.O.

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.
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- ● denotes iron monument found
- ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062

Project No. 26-0133

STAFF REPORT **Agenda Item: 6.i**

Council Meeting: October 22, 2026	**Prepared By:** Lauren Letsche, Engineering Development Superintendent,
Topic: Letter of Support - Hennepin County CSAH 50 (Rebecca Park Trail) - Local Road Improvement Program Application	**Action Required:** Authorization

Summary

Hennepin County is submitting an application to MnDOT's 2026 Local Road Improvement Program (LRIP) solicitation to seek state discretionary funding to rehabilitate CSAH 50 (Rebecca Park Trail) from approximately 300' North of Trunk Highway (TH) 55 to approximately 700' West of CSAH 19 (County Road 19).

The County is requesting a letter of support for this application and project. A draft letter of support is attached.

This application does not compete with potential grant opportunities for other county road priorities throughout Corcoran.

Financial/Budget
Per Hennepin County, the current scope of the project within Corcoran is primarily focused on pavement and culvert elements, therefore, city cost participation is not anticipated at this time.

Options
Authorize staff to submit the draft letter of support for Hennepin County's 2026 Local Road Improvement Program application for improvements to CSAH 50 (Rebecca Park Trail).

Modify.

Decline.

Recommendation
Authorize staff to submit the draft letter of support for Hennepin County's 2026 Local Road Improvement Program application for improvements to CSAH 50 (Rebecca Park Trail).

Council Action
Consider a motion to authorize staff to submit the draft letter of support for Hennepin County's 2026 Local Road Improvement Program application for improvements to CSAH 50 (Rebecca Park Trail).

Attachments
1. CSAH 50_LRIP_Request_Corcoran.pdf
2. City of Corcoran_LOS_CSAH 50_LRIP.pdf

Hennepin County

Public Works

September 28, 2026

Kevin Mattson, Public Works Director
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Re: Support for 2026 Local Road Improvement Program (LRIP)
CSAH 50 (Rebecca Park Trail) Rehabilitation Project

Dear Mr. Mattson:

As part of MnDOT's 2026 Local Road Improvement Program (LRIP), Hennepin County is submitting an application to seek state discretionary funding to rehabilitate CSAH 50 (Rebecca Park Trail) from approximately 300' North of Trunk Highway (TH) 55 to approximately 700' West of CSAH 19 (County Road 19) in the cities of Corcoran, Greenfield, and Rockford. Funding through this solicitation is available for program years 2027-2029.

As proposed, the project is anticipated to include, but not limited to, the following elements:

- Pavement rehabilitation to provide a smooth surface for people driving
- Intersection enhancements at CSAH 50 (Rebecca Park Trail) and CSAH 10 (Woodland Trail)
- Installation of multi-modal facilities from approximately 400' north of TH 55 to Cut Off Trail
- Culvert linings to reduce the risk of flooding at various locations along the corridor

Due to the project's location in the City of Corcoran, we would appreciate a letter or resolution of support from the City of Corcoran for this project application, acknowledging that the city is aware and supportive of the project. In recognition that the current scope within the City of Corcoran is primarily focused on pavement and culvert elements – cost participation from the City of Corcoran is not anticipated at this time. As project development advances, a review of the project scope, and their associated costs, will occur to address potential project elements that are requested, however, were not anticipated at this time of application submittal. Specific details regarding cost participation and maintenance responsibilities are anticipated to be determined during the design phase as project development is advanced.

Hennepin County appreciates the opportunity to partner with the city on this important project.

Please email an electronic copy of the letter or resolution to Emily.Buell@hennepin.us. Attached is a template that you may use or modify as needed. With the November 25, 2026 application deadline, we would appreciate your support letter by November 20th. Please contact me at (612) 543-1963 or at Emily.Buell@hennepin.us with any questions.

Sincerely,

Emily Buell

Emily Buell
Transportation Project Delivery – Capital Programming

Cc: Carla Stueve, P.E. – County Highway Engineer
Jason Pieper, P.E. - Capital Programming Manager
Adam Bentson, P.E. – Design Project Manager

Hennepin County Public Works
1600 Prairie Drive Medina, MN 55340
hennepin.us

www.corcoranmn.gov

10/22/2026

Carla Stueve, P.E.
County Highway Engineer
Hennepin County Transportation Project Delivery
1600 Prairie Drive
Medina, MN 55340

Dear Ms. Stueve:

The City of Corcoran hereby expresses its support for Hennepin County's 2026 Local Road Improvement Program (LRIP) state discretionary funding application to rehabilitate CSAH 50 Rebecca Park Trail) from approximately 300' North of Trunk Highway (TH) 55 to approximately 700' West of CSAH 19 (County Road 19) in the cities of Corcoran, Greenfield, and Rockford.

As proposed the project is anticipated which to include, but not limited to, the following elements:

- Pavement rehabilitation to provide a smooth surface for people driving
- Intersection enhancements at CSAH 50 (Rebecca Park Trail) and CSAH 10 (Woodland Trail)
- Installation of multi-modal facilities from approximately 400' north of TH 55 to Cut Off Trail
- Culvert linings to reduce the risk of flooding at various locations along the corridor

Thank you for making us aware of this application and project, and for the opportunity to provide support. The City of Corcoran looks forward to working with you on this project.

Sincerely,

Tom McKee
Mayor – City of Corcoran

CC: Kevin Mattson, P.E. – Public Works Director / City Engineer
Jay Tobin – City Administrator

STAFF REPORT **Agenda Item: 6.j**

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Municipal Well 1 Rehabilitation - Engineering Services Proposal	**Action Required:** Approval

Summary
The pump for Municipal Well 1 has recently experienced issues that after preliminary review appear related to the pumping of excess sand.

Staff recommends completing a diagnostic evaluation on the pump and well infrastructure, which includes the possibility that the well or pump needs rehabilitation, as identified in the attached engineering services proposal.

Costs for this type of specialty work can vary significantly depending on the status the existing pump and well conditions. The quote/bid will be prepared to accommodate unknown outcomes to the extent possible.

Financial/Budget
The cost for the engineering services and future work would be paid from the Water Fund which has sufficient funds.

Options
Approve the Municipal Well 1 Rehabilitation engineering services proposal to Stantec in the amount of $9,980.00.

Modify.

Decline.

Recommendation
Approve the Municipal Well 1 Rehabilitation engineering services proposal to Stantec in the amount of $9,980.00.

Council Action
Consider a motion to approve the Municipal Well 1 Rehabilitation engineering services proposal to Stantec in the amount of $9,980.00.

Attachments
1. Corcoran Well 1 Rehabilitation Proposal 101226.pdf

Stantec Consulting Services Inc.
733 Marquette Avenue Suite 1000, Minneapolis MN 55402-2309

October 12, 2026

Attention: Kevin Mattson, Public Works Director/City Engineer
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

Reference: Proposal for Well 1 Rehabilitation

Dear Mr. Mattson,

The following proposal outlines Stantec's scope and budget for providing design and bidding services for Well 1 as discussed in our October 1, 2026 meeting. Stantec has provided water system engineering needs for many communities throughout the Twin Cities metro area for many years, including Corcoran. We are familiar with municipal well operations and well pumping infrastructure which will allow us to complete this proposed work efficiently.

It is our understanding that City wishes to re-develop Well No. 1 following recent evidence that the well is pumping sand and has approximately 20 feet of fill accumulated in the bottom of the hole. The intent would be to prepare a project specification to have the pump pulled for inspection and maintenance, then re-develop the well to remove the sand and reduce sand amount seen during operation. The target is to return the well to service before April 1, 2027, so it is available for spring hydrant flushing.

Work Plan

The following list of work is based on our understanding of the project requirements to conduct maintenance on the well and pump, returning the well to service with the aim to reduce the sand content seen during pumping.

Task 1 Prepare Plans and Specifications.

Stantec will prepare plans and specifications for the Well 1 rehabilitation project. Work anticipated to be part of this project is listed below:

1. Review existing well pump performance and static and dynamic aquifer levels.
2. Prepare plans and specifications for Well 1 rehabilitation, including engineer's estimated cost.
3. Review plans and specifications with City staff.

Plans and specifications will include the following items to be completed as part of the project:

A. Inspection of well pump to determine current condition and required repairs or refurbishment.
B. Inspect other pumping equipment, including piping to determine condition. Prepare written report to document condition and recommend repairs.
C. Obtain replacement prices for well pump, if current pump is not suitable for refurbishment.
D. Well development and inspection, including:
    a. Sand removal. A line item on bid form will be included to account for this. Sand removal to be billed by Contractor based on quantity of sand removed.

b. Redevelop well, using airlifting with pressurization and release. This may be done to remove sand from cracks or cavities within the aquifer that might contribute to future problems while pumping.
c. Test pumping to confirm post-redevelopment performance of well.
d. Televise well. A downhole video camera will assess the current condition of the well.

E. Contractor to take bacteria samples before well goes back in service.

Task 2: Bidding Services.

Stantec will assist the City with bidding the project to select a contractor. If the estimated construction costs are less than $175,000, the City may choose to obtain quotations for the project instead of formally bidding the project. Stantec will assist with either approach, depending on the City's preference.

1. Advertise project for bidding in local paper and on Quest CDN. Documents will be distributed electronically.
2. Respond to bidder questions and prepare necessary addenda.
3. Attend and lead the bid opening and prepare bid tabulation. Bid opening will be conducted virtually.
4. Evaluate bid results and provide recommendation of award letter to the City. Includes preparation of the Notice of Award. Preparation of construction contracts is not included in this task – that will be included in the Construction Administration services proposal to be prepared later.

Following award of the project, Stantec is available to assist with constructions services and can provide a proposal for that effort at the City's request.

Compensation

Stantec will perform the work scope described above on a Time & Materials basis. The total not-to-exceed fee for this Scope of Work is $9,980.00. Stantec will not exceed this amount without prior written authorization from the City of Corcoran. Stantec will invoice monthly based on labor hours expended and other direct costs incurred. Work will be completed in accordance with the Master Professional Services Terms and Conditions between Stantec and the City of Corcoran (executed in 2022).

The City of Corcoran has defined individual rates for key City support staff. The specialty services provided by Stantec for this project will be provided in accordance with Stantec's Standard Rate Table 0. Rates for hourly staff may be adjusted on a yearly basis in accordance with our yearly rate review. We have estimated the level of effort required to perform the individual tasks described herein and have summarized them below.

Project Tasks	Amount
Task 1: Prepare Plans and Specifications	$7,770.00
Task 2: Bidding Services	$2,210.00
Total Project Costs	**$9,980.00**

Reference: Proposal for Well 1 Rehabilitation

Project Schedule

The following schedule estimates completion times for project tasks. Construction start and completion dates are provided as estimates. Actual start and completion dates may change based on contractor availability and availability of well to be temporarily removed from service. A target date for Well 1 to return to service will be March 31, 2027, so Well 1 is available for spring hydrant flushing.

Project Milestone	Date
City approves consultant proposal	October 2026
Draft plans and specifications	November 2026
Final Plans and specifications	December 2026
Advertisement for bids.	December 2026
Bid Opening	January 2027
Council Awards Contract	January 2027
Estimated Construction Start	February 2027
Targeted Construction Completion	March 31, 2027

Closing

If you have any questions about the proposed scope, schedule or estimated fee we will be happy to review with you. To authorize this contract, please sign the following page and return the signed copy to us.

On behalf of our Stantec team, we thank you for this opportunity to be of service to your community. We have enjoyed working with you and your staff and we look forward to partnering with the City of Corcoran.

Sincerely,

STANTEC CONSULTING SERVICES INC.



Mark Janovec
Project Manager
(612) 712-2063
Mark.Janovec@stantec.com

Reference: Proposal for Well 1 Rehabilitation

By signing this proposal, City of Corcoran authorizes Stantec to proceed with the services herein described and the work will be completed in accordance with the existing Master Service Agreement.

This proposal is accepted and agreed on the _____ day of _____ 2026 , .
Day Month

Per: City of Corcoran
_____
Client Name

_____
Name

_____
Signature

STAFF REPORT **Agenda Item: 6.k**

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Rush Creek Stabilization - Engineering Services Proposal	**Action Required:** Approval

Summary

Staff requests that Council review and consider the attached engineering proposal from Stantec related to the stabilization and restoration of the Rush Creek embankment adjacent to Bechtold Road.

Rush Creek is currently showing erosion concerns, including roadway embankment sloughing and exposed small utilities, of approximately 50' of embankment along the west side of Bechtold Road south of Rush Creek Drive.

The project will look to regrade, restore, and stabilize the embankment area.

The project tasks and associated costs are listed below.

Task	Cost
Task 1 - Project Coordination	$1,711.00
Task 2 - Data Collection and Site Visit	$3,165.00
Task 3 - Permitting Assistance	$12,185.00
Task 4 - Plans and Specifications	$14,251.00
Task 5 - Bidding Services	$4,496.00
Total	$35,808.00

Tasks 1, 2, and 3 were approved by Council on April 23rd, 2026.

The preliminary design was submitted to the MnDNR who reviewed and approved the hydraulic modeling.

Therefore, staff is recommending that Council approve Tasks 4 and 5 to complete the plans/specifications and bidding services.

Additionally, staff is pursuing watershed grant opportunities associated with this improvement project.

Financial/Budget

Staff recommends that the proposed Rush Creek Stabilization engineering services work $18,747.00 be paid for out of the Stormwater Fund which has a current balance of approximately $65,000.

Options

Approve Tasks 4 and 5 from the Rush Creek Stabilization engineering services proposal to Stantec in the amount of $18,747.00.

Modify.

Decline.

Recommendation
Approve Tasks 4 and 5 from the Rush Creek Stabilization engineering services proposal to Stantec in the amount of $18,747.00.

Council Action
Consider a motion to approve Tasks 4 and 5 from the Rush Creek Stabilization engineering services proposal to Stantec in the amount of $18,747.00.

Attachments
1. Engineering Services Proposal- Signed.pdf

Stantec

April 8, 2026

Kevin Mattson, PE

Public Works Director
9100 County Road 19
Corcoran, MN 55340

Dear Kevin:

Reference: Rush Creek Stabilization along Bechtold Road

We appreciate the opportunity to present this scope and services for the stabilization and restoration of the Rush Creek embankment located along the west edge of Bechtold Road and South of Rush Creek Drive. Rush Creek is currently showing erosion of approximately 50' of embankment along the west side of Bechtold Road. Due to concerns including roadway embankment sloughing and exposed utilities, the City has requested Stantec prepare a proposal for design and permitting assistance for the re-establishment and stabilization of the embankment. During a field visit, slopes were roughly measured at 1V:1H to 1V:0.5H. The project will look to regrade, restore, and stabilize the embankment.

This proposal includes a scope of work and budget to prepare plans, specifications, erosion control stabilization, permitting and bidding assistance. The project tasks and scope associated with the project are described in the following sections.

Scope of Work

Task 1.0 – Project Coordination

Stantec has preliminarily discussed the project with DNR permitting staff, following which they provided to Stantec the Elm Creek HUC-8 and existing DNR model for the mapped flood insurance map of this area. To fully understand the issue at hand and ensure the improvements and permitting are fully understood by both the City and the DNR who will be verifying the no loss application, Stantec will coordinate an onsite walkthrough with the City of Corcoran and DNR Permitting Staff.

- Stantec will discuss DNR staff permitting requirements associated with FEMA and DNR floodplain regulations.
- Determine methodology of long-term stabilization and restoration options for the embankment.

Deliverables:

- Stantec will prepare and document field notes and prepare a brief alternate assessment to Staff to determine stabilization design.

Task 2.0 – Data Collection and Site Survey

Stantec will collect the required information necessary to prepare plans and modeling for permit review. The following items will be required to initiate the design.

- Stantec will conduct a topographic survey of the creek channel, embankment area, road edge, and tree removals of the project area.
- Stantec will survey up to four cross sections of the channel and embankment for FEMA modeling.
- Stantec water resources staff will collect any additional FEMA modeling from the watershed and DNR.

Deliverables:

- A topographic surface for design of plans and HEC-RAS modeling.
- Cross sections and key elevations for modeling.

Assumptions:

- We assume that the adjacent property will provide a right of entry to perform the survey work and any necessary stabilization activities. Stantec can provide a scope of services for easements if necessary to construct the improvements.

Task 3.0 – Permitting Assistance

After discussion with DNR Hydrology staff in March of 2026, the best approach was determined to update the floodplain model to include the proposed fill and grading associated with the restoration of the embankment. The onsite walkthrough to kick off this project will further verify this approach. The permitting task would include the following:

- HEC-RAS modeling of the effective, corrective effective, and proposed modeling.
- The preparation of a summary or report documenting the results of a no rise.
- Creation of plans and exhibits showing potential mitigation to meet no rise requirements.
- The submission and approval of a no-rise permit application.
- Submission to the Elm Creek Watershed for review.

Assumptions:

- The city will pay for any permit fees.

Based on an initial review of the project with the City wetland specialist, the work is anticipated to be completed along the banks of the drainageway and not be within the WCA jurisdiction. If the scope of the improvement changes beyond these assumptions, the applicability of wetland permitting will be reviewed.

Reference: **Rush Creek Stabilization along Bechtold Road**

Task 4.0 – Plans and Specification

Stantec will proceed with design and drafting of a plan set for final design and construction of the restoration and stabilization of the embankment. The plan set will include existing conditions, grading and restoration plan, and construction details required for the construction of the project. An engineer's opinion of probable construction cost will also be developed as part of this task.

Design methodologies will incorporate recommendations from City and DNR staff as well as typical design practices for steep embankments. Stantec will coordinate with the City on potential design options and costs.

Deliverables:

- Construction plan set and specifications for bid.

Task 5.0 – Bidding Services

Stantec will prepare the final construction plans and assist the City with soliciting bids from a list of qualified contractors or publicly posting the project on QuestCDN. Stantec will host a pre-bid meeting with interested bidders prior to the scheduled bid due date to review, respond to contractor inquiries, and clarify expectations of the project. Stantec will also prepare and issue addenda to the construction documents as needed based on feedback. Following receipt of bids, Stantec will assist the City in reviewing contractor qualifications and supporting the selection of the most responsive and responsible bidder.

Assumptions:

- Stantec will lead a pre-bid meeting.
- Stantec will prepare a pre-bid meeting agenda and minutes.
- Bid opening will be held virtually, to be led by Stantec.

Deliverables:

- Pre-bid meeting agenda and minutes.
- Bid documentation.
- Award recommendation.

Reference: **Rush Creek Stabilization along Bechtold Road**

Engineering totals are as follows:

Task	Cost
Task 1.0 – Project Coordination	$ 1,711
Task 2.0 – Data Collection and Site Survey	$ 3,165
Task 3.0 – Permitting Assistance	$12,185
Task 4.0 – Plans and Specifications	$14,251
Task 5.0 – Bidding Services	$ 4,496
Total	**$35,808**

Closing

We hope this letter defines the of scope work and the estimated fee of services to your satisfaction. Stantec will complete this scope of work according to the Master Services Agreement and previous practices with the City of Corcoran. On behalf of our Stantec team, we thank you for this opportunity to be of service to your community.

Regards,

Stantec Consulting Services Inc.

Dan Boyum, PE (MN)
Client Manager
Phone: 651-775-5098
dan.boyum@stantec.com

Ben Otto, EIT
Civil Engineer
Phone: 612-286-2117
ben.otto@stantec.com

Reference: **Rush Creek Stabilization along Bechtold Road**

By signing this proposal, City of Corcoran authorizes Stantec to proceed with the services herein described and the work will be completed in accordance with the existing Master Service Agreement.

This proposal is accepted and agreed on the 23 day of April, 2026 .

Per: City Council

Kevin Mattson

Print Name & Title

Signature

City Council approved the Engineering Proposal for Tasks 1, 2, and 3 totaling $17,061.00

STAFF REPORT **Agenda Item: 6.I**

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Chisholm Trail Improvements - Pay Request 4 & Final	**Action Required:** Approval

Summary
Council should review and consider the attached engineering memorandum.

Staff recommends approval of Pay Request 4 & Final for the Chisholm Trail Improvements project to Asphalt Specialties Company in the amount of $16,650.00.

Financial/Budget
The Chisholm Trail Improvements project is funded by a combination of special assessments, Pavement Management funds and 2025 General Budget Street Maintenance.

Options
Approve Pay Request 4 & Final for the Chisholm Trail Improvements project to Asphalt Specialties Company in the amount of $16,650.00.

Modify.

Decline.

Recommendation
Approve Pay Request 4 & Final for the Chisholm Trail Improvements project to Asphalt Specialties Company in the amount of $16,650.00.

Council Action
Consider a motion to approve Pay Request 4 & Final for the Chisholm Trail Improvements project to Asphalt Specialties Company in the amount of $16,650.00.

Attachments
1. Chisholm Trail- Pay Request 4 and Final.pdf

Stantec

Memo

To:	Kevin Mattson, PE, PW Director	From:	Nick Wyers, PE
Project/File:	193807366	Date:	September 30, 2026

Subject: Pay Request #4 and Final to Asphalt Specialties Company – Chisholm Trail Improvements Project.

Council Action Requested

Staff recommends that City Council approve final pay application #4 and final for the Chisholm Trail Improvements project to Asphalt Specialties Company in the amount of $16,650.00.

Summary

Pay request #4 includes 5% retainage reduced to 0%:

Total Contract Value to Date	$346,185.76
Work Completed to Date	$332,999.95
0% Retainage	$0.00
Amount Paid to Date	$316,349.95
Total Pay App #4	$16,650.00

Engineer's Recommendation

We recommend approving Pay Request #4 and final to Asphalt Specialties Company in the amount of $16,650.00.

SECTION 00 62 76

APPLICATION FOR PAYMENT FORM

OWNER: City of Corcoran
PROJECT: Chisholm Trail Improvements
CONTRACTOR: Asphalt Specialties Company

PAY ESTIMATE NO. 4 (FINAL)

Original Contract Amount:		$ 333,446.26
Contract Changes approved to Date	CO#1:	$ 12,739.50
Revised Contract Price :		$ 346,185.76
Work Completed to Date (attached):		$ 332,999.95
Retainage to Date, 0%:		$ -
Work Completed to Date Less Retainage to Date:		$ 332,999.95
Total Amount Previously Certified:		$ 316,349.95
Payment Request This Estimate:		$ 16,650.00

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

CONTRACTOR

CERTIFICATE OF CONTRACTOR

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contract between the City of Corcoran (OWNER) and Asphalt Specialties Company. (CONTRACTOR) and all authorized changes therto:

ASPHALT SPECIALTIES

By _____

Title PRES

Approval:

(CONTRACTOR) _____ Date 9/30/26

STANTEC CONSULTING SERVICES, INC. Nick Ulyess Date 9/30/2026

END OF SECTION

Pay Request #4 (FINAL)
City of Corcoran
Chisholm Trail Improvements
193807366
9/29/2026

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #4 (FINAL) September 2026	
SCHEDULE A - REMOVAL AND STREETS						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
1	MOBILIZATION & DEMOBILIZATION	LS	1	$4,000.00	$ 4,000.00	1	$ 4,000.00	1.0	$ 4,000.00	0.00	$ -
2	TRAFFIC CONTROL	LS	1	$2,700.00	$ 2,700.00	1	$ 2,700.00	1.0	$ 2,700.00	0.00	$ -
3	CLEAR AND GRUB TREE	EA	3	$775.00	$ 2,325.00	4	$ 3,100.00	4.0	$ 3,100.00	0.00	$ -
4	SALVAGE & REINSTALL SIGN	EA	6	$275.00	$ 1,650.00	4	$ 1,100.00	4.0	$ 1,100.00	0.00	$ -
5	SALVAGE & REINSTALL MAILBOX	EA	5	$275.00	$ 1,375.00	0	$ -	0.0	$ -	0.00	$ -
6	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LF	200	$4.50	$ 900.00	200	$ 900.00	200.0	$ 900.00	0.00	$ -
7	1.5" MILL BITUMINOUS PAVEMENT	SY	137	$15.50	$ 2,123.50	107	$ 1,658.50	107.0	$ 1,658.50	0.00	$ -
8	RECLAIM BITUMINOUS PAVEMENT	SY	8190	$1.01	$ 8,304.66	8190	$ 8,304.66	8,190.0	$ 8,304.66	0.00	$ -
9	REMOVE BITUMINOUS DRIVEWAY	SY	78	$43.50	$ 3,393.00	147	$ 6,394.50	147.0	$ 6,394.50	0.00	$ -
10	REMOVE CONCRETE DRIVEWAY	SY	25	$14.15	$ 353.75	18	$ 254.70	18.0	$ 254.70	0.00	$ -
11	EXCAVATE, LOAD AND HAUL RECLAIM AGGREGATE	CY	231	$14.15	$ 3,268.65	160	$ 2,264.00	160.0	$ 2,264.00	0.00	$ -
12	REMOVE CONCRETE DRAINTILE HEADWALL	EA	6	$272.00	$ 1,632.00	4	$ 1,088.00	4.0	$ 1,088.00	0.00	$ -
13	TOPSOIL BORROW	CY	147	$59.00	$ 8,673.00	217	$ 12,803.00	217.0	$ 12,803.00	0.00	$ -
14	SEED TURFGRASS	LB	64	$13.30	$ 851.20	175	$ 2,327.50	175.0	$ 2,327.50	0.00	$ -
15	SEED WET DITCH	LB	10	$8.35	$ 83.50	1	$ 8.35	1.0	$ 8.35	0.00	$ -
16	ROLLED EROSION PREVENTION CATEGORY 20	SY	390	$4.45	$ 1,735.50	295	$ 1,312.75	295.0	$ 1,312.75	0.00	$ -
17	SEDIMENT CONTROL LOG TYPE STRAW - MAINTAINED	LF	260.00	$4.45	$ 1,157.00	260	$ 1,157.00	260.0	$ 1,157.00	0.00	$ -
18	HYDRAULIC STABILIZED FIBER MATRIX	LB	650	$2.25	$ 1,462.50	1400	$ 3,150.00	1,400.0	$ 3,150.00	0.00	$ -
19	STABILIZED CONSTRUCTION EXIT	EA	1	$2,280.00	$ 2,280.00	0	$ -	0.0	$ -	0.00	$ -
				Total Schedule A:	**$ 48,268.26**		**$ 52,522.96**		**$ 52,522.96**		**$ -**
SCHEDULE B - STORM SEWER						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
20	COMMON EXCAVATION OFFSITE	CY	150	$30.00	$ 4,500.00	200	$ 6,000.00	200	$ 6,000.00	0	$ -
21	CLEAN PIPE CULVERT	LF	50	$25.00	$ 1,250.00	50	$ 1,250.00	50	$ 1,250.00	0	$ -
22	DITCH GRADING	LF	250	$4.50	$ 1,125.00	192	$ 864.00	192	$ 864.00	0	$ -
				Total Schedule B:	**$ 6,875.00**		**$ 8,114.00**		**$ 8,114.00**		**$ -**
SCHEDULE C - ROADWAY										QUANTITY	COST
23	4" SCH. 40 PERFORATED DRAINTILE	LF	3,670	$12.10	$ 44,407.00	3670	$ 44,407.00	3,670	$ 44,407.00	0	$ -
24	4" SCH. 40 DRAINTILE CLEANOUT	EA	12	$97.00	$ 1,164.00	15	$ 1,455.00	15	$ 1,455.00	0	$ -
25	4" PRECAST CONCRETE DRAINTILE HEADWALL	EA	12	$539.00	$ 6,468.00	12	$ 6,468.00	12	$ 6,468.00	0	$ -
26	COARSE FILTER AGGREGATE (3/4" CLEAR WASHED ROCK)	TON	180	$78.00	$ 14,040.00	147.28	$ 11,487.84	147	$ 11,487.84	0	$ -
27	GEOTEXTILE FABRIC, TYPE 4 NON-WOVEN	SY	1,360	$1.40	$ 1,904.00	1360	$ 1,904.00	1,360	$ 1,904.00	0	$ -
28	RECLAIMED AGGREGATE BASE - DRIVEWAY BASE	CY	20	$185.60	$ 3,712.00	0	$ -	0	$ -	0	$ -
29	CLASS 2 AGGREGATE SHOULDER	TON	135	$99.75	$ 13,466.25	14.58	$ 1,454.36	15	$ 1,454.36	0	$ -
30	CLASS 5 AGGREGATE BASE	TON	10	$92.50	$ 925.00	27	$ 2,497.50	27	$ 2,497.50	0	$ -
31	ROAD PREPARATION	RDST	26.5	$610.00	$ 16,165.00	26.5	$ 16,165.00	27	$ 16,165.00	0	$ -
32	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3,B)	TON	940	$87.85	$ 82,579.00	792.19	$ 69,593.89	792	$ 69,593.89	0	$ -
33	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	TON	710	$106.30	$ 75,473.00	819.35	$ 87,096.91	819	$ 87,096.91	0	$ -
34	BITUMINOUS TACK COAT	GAL	390	$13.00	$ 5,070.00	390	$ 5,070.00	390	$ 5,070.00	0	$ -
35	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) - DRIVEWAYS	TON	26	$314.00	$ 8,164.00	26	$ 8,164.00	26	$ 8,164.00	0	$ -
36	CONCRETE DRIVEWAY	SY	25	$137.50	$ 3,437.50	18	$ 2,475.00	18	$ 2,475.00	0	$ -

				Total Schedule C:	$ 276,974.75		$ 258,238.49		$ 258,238.49	$ -	$ -		

ALTERNATE 1 - ALTERNATE RECLAIM HAULING LOCATION:							COST	QUANTITY	COST	QUANTITY	COST
37	EXCAVATE, LOAD, HAUL, AND DISPOSE RECLAIM AGGREGATE AT PUB	CY	231	$5.75	$ 1,328.25	160	$ 920.00	160	$ 920.00	0	$ -
				TOTAL ALTERNATE 1:	$ 1,328.25		$ 920.00		$ 920.00		$ -

CHANGE ORDER #1 - DRIVEWAY ADJUSTMENTS							COST	QUANTITY	COST	QUANTITY	COST
CO1.1	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LF	109	$4.50	$ 490.50	109	$ 490.50	109	$ 490.50	0	$ -
CO1.2	1.5" MILL BITUMINOUS PAVEMENT	SY	-30	$15.50	$ (465.00)	0	$ -	0	$ -	0	$ -
CO1.3	REMOVE BITUMINOUS DRIVEWAY	SY	184	$43.50	$ 8,004.00	184	$ 8,004.00	184	$ 8,004.00	0	$ -
CO1.4	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B) - DRIVEWAYS	TON	15	$314.00	$ 4,710.00	15	$ 4,710.00	15	$ 4,710.00	0	$ -
				TOTAL CHANGE ORDER 1:	$ 12,739.50		$ 13,204.50		$ 13,204.50		$ -
				TOTAL REVISED CONTRACT	$ 346,185.76		$ 332,999.95		$ 332,999.95		$ -

CONTRACT SUMMARY

ORIGINAL CONTRACT AWARD AMOUNT	$ 333,446.26
TOTAL CHANGE ORDER:	$ 12,739.50
TOTAL REVISED CONTRACT:	$ 346,185.76

	COMPLETE TO DATE	LESS PREVIOUS PAYMENTS	PAY REQUEST #4 (FINAL)
SUBTOTAL	$ 332,999.95	$ 332,999.95	$ -
CURRENT RETAINAGE (0%)	$ -	$ 16,650.00	$ -
TOTAL CURRENT PAY REQUEST	$ 332,999.95	$ 316,349.95	$ 16,650.00

STAFF REPORT **Agenda Item: 6.m**

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Water Treatment Plant - Pay Request 30	**Action Required:** Approval

Summary
Council should review and consider the attached engineering memorandum.

Staff recommends approval of Pay Request 30 to Rice Lake Construction Group in the amount of $387,257.46.

Financial/Budget
This project is funded by a combination of 2023A Bond proceeds and Utility funds.

Options
Approve Pay Request 30 for the Water Treatment Plant to Rice Lake Construction Group in the amount of $387,257.46.

Modify.

Decline.

Recommendation
Approve Pay Request 30 for the Water Treatment Plant to Rice Lake Construction Group in the amount of $387,257.46.

Council Action
Consider a motion to approve Pay Request 30 for the Water Treatment Plant to Rice Lake Construction Group in the amount of $387,257.46.

Attachments
1. WTP- Pay Request 30 Revised.pdf

Stantec

Memo

To:	Kevin Mattson, PE, PW Director	From:	Ash Hammerbeck, PE Dan Boyum, PE
Project/File:	227704426	Date:	October 14, 2026

Subject: Corcoran WTP - Pay Application #30 R1

Council Action Requested

Staff is recommending Council approve Pay Application #30 R1 for the Corcoran Water Treatment Plant Project to Rice Lake Construction Group in the amount of $387,257.46.

Summary

This pay request retains $42,750.00 in retainage for punchlist items still remaining on the project.

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

Total Contract Value to Date	$ 17,200,298.79
Work Completed to Date	$ 17,200,298.79
Retainage	$ 42,750.00
Amount Paid to Date (1)	$ 16,770,291.33
Total Pay App #30 R1	$ 387,257.46

Note (1): Based on Contractor's Payment Request. Staff have identified $0.02 rounding corrections.

Engineer's Recommendation

We have reviewed the request and recommend approving Pay Application #30 R1 to Rice Lake Construction Group in the amount of $387,257.46 for the work completed and materials stored to date.

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702 PAGE ONE OF 10 PAGES

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

PROJECT: WTP

APPLICATION NO: 30 R1

Distribution to:
[ ] OWNER
[X] ENGINEER
[ ] CONTRACTOR
[ ] RURAL DEVELOPMENT

PERIOD TO: 01/16/26

FROM CONTRACTOR: Rice Lake Construction Group

VIA ENGINEER: Stantec

PROJECT NOS: 227704426

CONTRACT FOR: City of Corcoran WTP

CONTRACT DATE: 01.26.23

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM		$ 16,728,200.00
2. Net change by Change Orders		$ 4 720 987 9
3. CONTRACT SUM TO DATE (Line 1 + 2)		$ 17,200,298.79
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		$ 17,200,298.79
5. RETAINAGE:		
a. 0 % of Completed Work (Column D + E on G703)	$ 42,750.00	
Total in Column I of G703)		$ 42,750.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		$ 17,157,548.79
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 5+6 from prior Certificate)		$ $16,770,291.33
8. CURRENT PAYMENT DUE		$ 387,257.46
9. BALANCE TO FINISH, NOT INCLUDING RETAINAGE (Line 3 less Line 4)	$	0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	$472,098.79	
Total approved this Month	$0.00	
TOTALS	$472,098.79	$0.00
NET CHANGES by Change Order	$472,098.79	

APPROVED BY OWNER _____

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

CONTRACTOR:

By: _____ Date: 10/14/2026

State of: Minnesota County of: Crow Wing
Subscribed and sworn to before me this 14th day of October, 2026
Notary Public:
My Commission expires: January 31, 2031

RaeLynn M. Rosko
Notary Public
Minnesota
My Commission Expires Jan 31, 2031

ENGINEER'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED . . . . . $ $387.257.46

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

ENGINEER:

By: _____ Date: 10/14/2026

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

ACCEPTED BY AGENCY _____

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 30
APPLICATION DATE: 01/16/26
PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
1	Insurance	$100,000.00	$100,000.00			$100,000.00	100.00%		
2	Bonds	$100,000.00	$100,000.00			$100,000.00	100.00%		
3	Mobilization	$350,000.00	$350,000.00			$350,000.00	100.00%		
4	Demobilization	$50,000.00	$50,000.00			$50,000.00	100.00%		
5	Supervision	$220,000.00	$220,000.00			$220,000.00	100.00%		
6	Layout/Surveying	$15,000.00	$15,000.00			$15,000.00	100.00%		
7	Testing	$25,000.00	$25,000.00			$25,000.00	100.00%		
8	Temporary Facilities	$20,000.00	$20,000.00			$20,000.00	100.00%		
9	Winter Conditions	$50,000.00	$50,000.00			$50,000.00	100.00%		
10	Safety	$10,000.00	$10,000.00			$10,000.00	100.00%		
11	Weekly Cleanup (Labor)	$10,000.00	$10,000.00			$10,000.00	100.00%		
12	Weekly Cleanup (Material)	$10,000.00	$10,000.00			$10,000.00	100.00%		
13	Final Facility Cleaning (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
14	Disinfection (L & M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
15	Final System Startup	$5,000.00	$5,000.00			$5,000.00	100.00%		
16	Allowances	$50,000.00	$50,000.00			$50,000.00	100.00%		
17	Capital Purchase Agency Agreement Compliance	$1,000.00	$1,000.00			$1,000.00	100.00%		
18	Facility Record Documents	$500.00	$500.00			$500.00	100.00%		
19	Building Earthwork (L & M)	$450,000.00	$450,000.00			$450,000.00	100.00%		
20	Watertightness Testing (L&M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
21	Structural Testing & Special Inspections (L&M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
22	Concrete: General Conditions (L)	$100,000.00	$100,000.00			$100,000.00	100.00%		
23	Concrete: General Conditions (M)	$100,000.00	$100,000.00			$100,000.00	100.00%		
24	Footings (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
25	Footings (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
26	Waterstop (L)	$20,000.00	$20,000.00			$20,000.00	100.00%		
27	Waterstop (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
28	Detention Tank Walls (L)	$80,000.00	$80,000.00			$80,000.00	100.00%		
29	Detention Tank Walls (M)	$80,000.00	$80,000.00			$80,000.00	100.00%		
30	Detention Tank Base Slab (L)	$70,000.00	$70,000.00			$70,000.00	100.00%		
31	Detention Tank Base Slab (M)	$70,000.00	$70,000.00			$70,000.00	100.00%		
32	Filter Room Base Slab (L)	$90,000.00	$90,000.00			$90,000.00	100.00%		
33	Filter Room Base Slab (M)	$90,000.00	$90,000.00			$90,000.00	100.00%		
34	Filter Room Walls (L)	$70,000.00	$70,000.00			$70,000.00	100.00%		
35	Filter Room Walls (M)	$70,000.00	$70,000.00			$70,000.00	100.00%		
36	Lower Level Base Slab (L)	$130,000.00	$130,000.00			$130,000.00	100.00%		
37	Lower Level Base Slab (M)	$130,000.00	$130,000.00			$130,000.00	100.00%		

CONTINUATION SHEET

AIA DOCUMENT G703

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Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 30
APPLICATION DATE: 01/16/26
PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
38	Main Level Base Slab (L)	$90,000.00	$90,000.00			$90,000.00	100.00%		
39	Main Level Base Slab (M)	$90,000.00	$90,000.00			$90,000.00	100.00%		
40	Main Level Walls (L)	$80,000.00	$80,000.00			$80,000.00	100.00%		
41	Main Level Walls (M)	$80,000.00	$80,000.00			$80,000.00	100.00%		
42	Upper Level Concrete Decks (L)	$130,000.00	$130,000.00			$130,000.00	100.00%		
43	Upper Level Concrete Decks (M)	$130,000.00	$130,000.00			$130,000.00	100.00%		
44	Topping Slabs (L)	$40,000.00	$40,000.00			$40,000.00	100.00%		
45	Topping Slabs (M)	$40,000.00	$40,000.00			$40,000.00	100.00%		
46	Sidewalks (L & M)	$10,000.00	$10,000.00			$10,000.00	100.00%		
47	Misc. Walls (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
48	Misc. Walls (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
49	Building Reinforcing Steel (L)	$60,000.00	$60,000.00			$60,000.00	100.00%		
50	Building Reinforcing Steel (M)	$60,000.00	$60,000.00			$60,000.00	100.00%		
51	Precast Plank – (L)	$25,000.00	$25,000.00			$25,000.00	100.00%		
52	Precast Plank – (M)	$100,000.00	$100,000.00			$100,000.00	100.00%		
53	Rub/Patch Walls (L & M)	$40,000.00	$40,000.00			$40,000.00	100.00%		
54	Misc. Concrete (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
55	Water Cure (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
56	Clearwell Bottom Slab (L)	$80,000.00	$80,000.00			$80,000.00	100.00%		
57	Clearwell Bottom Slab (M)	$80,000.00	$80,000.00			$80,000.00	100.00%		
58	Clearwell Walls (L)	$80,000.00	$80,000.00			$80,000.00	100.00%		
59	Clearwell Walls (M)	$80,000.00	$80,000.00			$80,000.00	100.00%		
60	Clearwell Deck (L)	$80,000.00	$80,000.00			$80,000.00	100.00%		
61	Clearwell Deck (M)	$80,000.00	$80,000.00			$80,000.00	100.00%		
62	Clearwell Reinforcing Steel (L)	$60,000.00	$60,000.00			$60,000.00	100.00%		
63	Clearwell Reinforcing Steel (M)	$60,000.00	$60,000.00			$60,000.00	100.00%		
64	Backwash Tank Bottom Slab (L)	$60,000.00	$60,000.00			$60,000.00	100.00%		
65	Backwash Tank Bottom Slab (M)	$60,000.00	$60,000.00			$60,000.00	100.00%		
66	Backwash Tank Walls (L)	$70,000.00	$70,000.00			$70,000.00	100.00%		
67	Backwash Tank Walls (M)	$70,000.00	$70,000.00			$70,000.00	100.00%		
68	Backwash Tank Deck (L)	$50,000.00	$50,000.00			$50,000.00	100.00%		
69	Backwash Tank Deck (M)	$50,000.00	$50,000.00			$50,000.00	100.00%		
70	Backwash Tank Reinforce Steel (L)	$40,000.00	$40,000.00			$40,000.00	100.00%		
71	Backwash Tank Reinforce Steel(M)	$40,000.00	$40,000.00			$40,000.00	100.00%		
72	Concrete Outfall Structure (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
73	Concrete Outfall Structure (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
74	Masonry: General Conditions (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		

CONTINUATION SHEET

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APPLICATION NO: 30
APPLICATION DATE: 01/16/26
PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
75	Masonry: General Conditions (M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
76	Masonry: Exterior (L)	$225,000.00	$225,000.00			$225,000.00	100.00%		
77	Masonry: Exterior (M)	$150,000.00	$150,000.00			$150,000.00	100.00%		
78	Cavity Wall Insulation (L)	$10,000.00	$10,000.00			$10,000.00	100.00%		
79	Cavity Wall Insulation (M)	$10,000.00	$10,000.00			$10,000.00	100.00%		
80	Masonry: Interior (L)	$65,000.00	$65,000.00			$65,000.00	100.00%		
81	Masonry: Interior (M)	$65,000.00	$65,000.00			$65,000.00	100.00%		
82	Metals: General Conditions (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
83	Metals: General Conditions (M)	$175,000.00	$175,000.00			$175,000.00	100.00%		
84	Exterior Handrails/Stairs/Ladders (L & M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
85	Interior Handrails/Stairs/Ladders (L&M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
86	Metal Grating (L)	$25,000.00	$25,000.00			$25,000.00	100.00%		
87	Misc. Metals (L)	$25,000.00	$25,000.00			$25,000.00	100.00%		
88	Interior Access Hatches (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
89	Exterior Access Hatches (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
90	Wood Trusses (L)	$20,000.00	$20,000.00			$20,000.00	100.00%		
91	Wood Trusses (M)	$30,000.00	$30,000.00			$30,000.00	100.00%		
92	Rough Carpentry (L)	$65,000.00	$65,000.00			$65,000.00	100.00%		
93	Rough Carpentry (M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
94	Finish Carpentry (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
95	Finish Carpentry (M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
96	Plastic Fabrication (L)	$1,500.00	$1,500.00			$1,500.00	100.00%		
97	Plastic Fabrication (M)	$1,500.00	$1,500.00			$1,500.00	100.00%		
98	Fiberglass Grating (L)	$8,500.00	$8,500.00			$8,500.00	100.00%		
99	Fiberglass Grating (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
100	Dampproofing (L & M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
101	Membrane Waterproofing (L&M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
102	Fluid Applied Waterproofing (L & M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
103	Clearwell Insulation (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
104	Backwash Tank Insulation (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
105	Building Perimeter Insulation (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
106	Translucent Wall Panels (L & M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
107	Fiber Cement Siding (L&M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
108	TPO Roofing (L&M)	$181,000.00	$181,000.00			$181,000.00	100.00%		
109	Firestopping (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
110	Metal Roofing (L & M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
111	Metal Roofing Flashing & Trim (L&M)	$15,000.00	$15,000.00			$15,000.00	100.00%		

CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION NO: 30
APPLICATION DATE: 01/16/26
PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
112	Snow Retention System (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
113	Joint Sealers (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
114	Steel Doors and Frames (L)	$25,000.00	$25,000.00			$25,000.00	100.00%		
115	Steel Doors and Frames (M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
116	FRP Doors and Frames (L)	$12,000.00	$12,000.00			$12,000.00	100.00%		
117	FRP Doors and Frames (M)	$40,000.00	$40,000.00			$40,000.00	100.00%		
118	Door Hardware (L&M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
119	Overhead Doors (L&M)	$27,000.00	$27,000.00			$27,000.00	100.00%		
120	Painting (L&M)	$264,000.00	$264,000.00			$264,000.00	100.00%		
121	Windows (L & M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
122	Gypsum Drywall (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
123	Acoustical Ceilings (L & M)	$3,500.00	$3,500.00			$3,500.00	100.00%		
124	Floor Treatment (L&M)	$1,500.00	$1,500.00			$1,500.00	100.00%		
125	Concrete and Masonry Sealer (L)	$1,500.00	$1,500.00			$1,500.00	100.00%		
126	Concrete and Masonry Sealer (M)	$1,500.00	$1,500.00			$1,500.00	100.00%		
127	Painting (L)	$500.00	$500.00			$500.00	100.00%		
128	Painting (M)	$500.00	$500.00			$500.00	100.00%		
129	Louvers/Vents (L & M)	$13,000.00	$13,000.00			$13,000.00	100.00%		
130	Signs (L & M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
131	Subgrade Preparation (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
132	Aggregate Base (L & M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
133	Site Preparation (L & M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
134	Underground Water Main (L & M)	$350,000.00	$350,000.00			$350,000.00	100.00%		
135	Water Main Valves and Hydrant (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
136	Storm Sewer (L&M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
137	Sanitary Sewer (L & M)	$350,000.00	$350,000.00			$350,000.00	100.00%		
138	Irrigation (L&M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
139	Dewatering (L&M)	$50,000.00	$50,000.00			$50,000.00	100.00%		
140	Erosion & Sediment Control (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
141	Riprap (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
142	Flexible Paving (L&M)	$95,000.00	$95,000.00			$95,000.00	100.00%		
143	Concrete Paving (L&M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
144	Concrete Curb & Gutter (L&M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
145	Pavement Markings (L&M)	$2,000.00	$2,000.00			$2,000.00	100.00%		
146	Fences & Gates (L&M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
147	Seeding & Restoration (L&M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
148	Vegetation Establishment & Maintenance (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		

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ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
149	Plants (L&M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
150	Filter Equipment (L)	$50,000.00	$50,000.00			$50,000.00	100.00%		
151	Filter Equipment (M)	$850,000.00	$850,000.00			$850,000.00	100.00%		
152	Filter Controls (L)	$50,000.00	$50,000.00			$50,000.00	100.00%		
153	Filter Controls (M)	$50,000.00	$50,000.00			$50,000.00	100.00%		
154	Filter System Startup	$2,500.00	$2,500.00			$2,500.00	100.00%		
155	Filter Equipment O&M's	$500.00	$500.00			$500.00	100.00%		
156	High Service Pumps (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
157	High Service Pumps (M)	$150,000.00	$150,000.00			$150,000.00	100.00%		
158	High Service Pumps O&M's	$500.00	$500.00			$500.00	100.00%		
159	High Service Pumps Testing and Startup	$2,500.00	$2,500.00			$2,500.00	100.00%		
160	Backwash Pump (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
161	Backwash Pump (M)	$55,000.00	$55,000.00			$55,000.00	100.00%		
162	Backwash Pump Testing and Startup	$2,500.00	$2,500.00			$2,500.00	100.00%		
163	Backwash Pump O&M's	$500.00	$500.00			$500.00	100.00%		
164	Well Pump (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
165	Well Pump (M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
166	Well Pump Testing and Startup	$5,000.00	$5,000.00			$5,000.00	100.00%		
167	Well Pump O&M's	$500.00	$500.00			$500.00	100.00%		
168	Valve Vault (L)	$18,000.00	$18,000.00			$18,000.00	100.00%		
169	Valve Vault (M)	$18,000.00	$18,000.00			$18,000.00	100.00%		
170	Pre-Engineered Building (L)	$19,000.00	$19,000.00			$19,000.00	100.00%		
171	Pre-Engineered Building (M)	$450,000.00	$450,000.00			$450,000.00	100.00%		
172	Submersible Pumps (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
173	Submersible Pumps (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
174	Submersible Pumps Testing and Startup	$500.00	$500.00			$500.00	100.00%		
175	Submersible Pumps O&M's	$250.00	$250.00			$250.00	100.00%		
176	Potassium Permanganate Feed Equipment (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
177	Potassium Permanganate Equipment (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
178	Potassium Permanganate Feed Equipment Startup	$1,000.00	$1,000.00			$1,000.00	100.00%		
179	Potassium PermanganateEquipment O&M's	$500.00	$500.00			$500.00	100.00%		
180	Chlorine Gas Feed Equipment (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
181	Chlorine Gas Equipment (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
182	Chlorine Gas Feed Equipment Startup	$1,000.00	$1,000.00			$1,000.00	100.00%		
183	Chlorine Gas Equipment O&M's	$500.00	$500.00			$500.00	100.00%		
184	Polyphosphate Feed Equipment (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
185	Polyphosphate Feed Equipment (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		

CONTINUATION SHEET

AIA DOCUMENT G703

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APPLICATION NO: 30
APPLICATION DATE: 01/16/26
PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
186	Polyphosphate Feed Equipment Startup	$1,000.00	$1,000.00			$1,000.00	100.00%		
187	Polyphosphate Feed Equipment O&M's	$500.00	$500.00			$500.00	100.00%		
188	Fluoride Feed Equipment (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
189	Fluoride Feed Equipment (M)	$20,000.00	$20,000.00			$20,000.00	100.00%		
190	Fluoride Feed Equipment Startup	$1,000.00	$1,000.00			$1,000.00	100.00%		
191	Fluoride Feed Equipment O&M's	$500.00	$500.00			$500.00	100.00%		
192	Initial Supply of Chemicals (L&M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
193	Blower (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
194	Blower (M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
195	Blower Startup	$1,000.00	$1,000.00			$1,000.00	100.00%		
196	Blower O&M's	$500.00	$500.00			$500.00	100.00%		
197	Blower Vibration Tests	$250.00	$250.00			$250.00	100.00%		
198	Cranes, Hoists, Lifting Hooks (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
199	Window Treatments (L & M)	$500.00	$500.00			$500.00	100.00%		
200	Lab Furniture (L & M)	$1,000.00	$1,000.00			$1,000.00	100.00%		
201	Magnetic Flow Meters (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
202	Magnetic Flow Meters Startup	$500.00	$500.00			$500.00	100.00%		
203	Magnetic Flow Meters O&M's	$500.00	$500.00			$500.00	100.00%		
204	Mechanical: General Conditions	$50,000.00	$50,000.00			$50,000.00	100.00%		
205	Metallic Process Pipe/Fittings (L)	$840,000.00	$840,000.00			$840,000.00	100.00%		
206	Metallic Process Pipe/Fittings (M)	$2,375,000.00	$2,375,000.00			$2,375,000.00	100.00%		
207	Plastic Process Piping/Fittings (L)	$150,000.00	$150,000.00			$150,000.00	100.00%		
208	Plastic Process Piping/Fittings (M)	$150,000.00	$150,000.00			$150,000.00	100.00%		
209	Pipe Identification (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
210	Pipe Identification (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
211	Valves and Accessories (L)	$25,000.00	$25,000.00			$25,000.00	100.00%		
212	Valves and Accessories (M)	$85,000.00	$85,000.00			$85,000.00	100.00%		
213	Gauges (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
214	Gauges (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
215	Record Plan Process Drawings	$250.00	$250.00			$250.00	100.00%		
216	Pipe Insulation (L & M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
217	Sanitary Below Ground (L)	$45,000.00	$45,000.00			$45,000.00	100.00%		
218	Sanitary Below Ground (M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
219	Sanitary Above Ground (L)	$55,000.00	$55,000.00			$55,000.00	100.00%		
220	Sanitary Above Ground (M)	$55,000.00	$55,000.00			$55,000.00	100.00%		
221	Facility Storm Drainage (L)	$35,000.00	$35,000.00			$35,000.00	100.00%		
222	Facility Storm Drainage (M)	$35,000.00	$35,000.00			$35,000.00	100.00%		

CONTINUATION SHEET

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PERIOD TO: 01/16/26
ENGINEER'S PROJECT NO: 173420014

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
223	Water Piping (L)	$45,000.00	$45,000.00			$45,000.00	100.00%		
224	Water Piping (M)	$45,000.00	$45,000.00			$45,000.00	100.00%		
225	Clean-Outs (L)	$2,500.00	$2,500.00			$2,500.00	100.00%		
226	Clean-Outs (M)	$2,500.00	$2,500.00			$2,500.00	100.00%		
227	Floor Drains (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
228	Floor Drains (M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
229	Wall Hydrants (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
230	Wall Hydrants (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
231	Plumbing Fixtures (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
232	Plumbing Fixtures (M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
233	Sump Pumps (L)	$15,000.00	$15,000.00			$15,000.00	100.00%		
234	Sump Pumps (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
235	Water Heaters (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
236	Water Heaters (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
237	Sample Taps, Lines and Valves (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
238	Sample Taps, Lines and Valves (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
239	Record Plumbing Drawings	$250.00	$250.00			$250.00	100.00%		
240	Sheet Metal (L)	$155,000.00	$155,000.00			$155,000.00	100.00%		
241	Sheet Metal (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
242	Chimneys (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
243	Chimneys (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
244	Dampers (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
245	Dampers (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
246	Duct Insulation (L & M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
247	Grilles/Registers/Diffusers (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
248	Grilles/Registers/Diffusers (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
249	Fans (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
250	Fans (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
251	Fans Startup	$250.00	$250.00			$250.00	100.00%		
252	Fans O & M Manuals	$250.00	$250.00			$250.00	100.00%		
253	Rooftop Units (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
254	Rooftop Units (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
255	Unit Heaters (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
256	Unit Heaters (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
257	Unit Heaters Startup	$250.00	$250.00			$250.00	100.00%		
258	Unit Heaters O & M Manuals	$250.00	$250.00			$250.00	100.00%		
259	Dehumidifier (L)	$50.00	$50.00			$50.00	100.00%		

CONTINUATION SHEET

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260	Dehumidifier (M)	$50.00	$50.00			$50.00	100.00%		
261	Dehumidifier O&M's	$50.00	$50.00			$50.00	100.00%		
262	Dehumidifier Start Up	$50.00	$50.00			$50.00	100.00%		
263	Temperature Control (L & M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
264	Temperature Controls Startup	$5,000.00	$5,000.00			$5,000.00	100.00%		
265	Temperature Controls O&M's	$250.00	$250.00			$250.00	100.00%		
266	Record HVAC Drawings	$250.00	$250.00			$250.00	100.00%		
267	Electrical: General Conditions	$300,000.00	$300,000.00			$300,000.00	100.00%		
268	Temporary Electrical	$50,000.00	$50,000.00			$50,000.00	100.00%		
269	Plant Controls (L)	$65,000.00	$65,000.00			$65,000.00	100.00%		
270	Plant Controls (M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
271	Interior Fixtures and Lamps (L)	$22,000.00	$22,000.00			$22,000.00	100.00%		
272	Interior Fixtures and Lamps (M)	$35,000.00	$35,000.00			$35,000.00	100.00%		
273	Exterior Fixtures and Lamps (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
274	Exterior Fixtures and Lamps (M)	$10,000.00	$10,000.00			$10,000.00	100.00%		
275	Distribution Equipment (L)	$125,000.00	$125,000.00			$125,000.00	100.00%		
276	Distribution Equipment (M)	$500,000.00	$500,000.00			$500,000.00	100.00%		
277	Branch/Feeder Circuits (L)	$40,000.00	$40,000.00			$40,000.00	100.00%		
278	Branch/Feeder Circuits (M)	$25,000.00	$25,000.00			$25,000.00	100.00%		
279	Generator (L)	$10,000.00	$10,000.00			$10,000.00	100.00%		
280	Generator (M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
281	Fire Alarm (L&M)	$1,000.00	$1,000.00			$1,000.00	100.00%		
282	Security (L&M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
283	Telephone (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
284	Card Access System (L&M)	$15,000.00	$15,000.00			$15,000.00	100.00%		
285	Plant Controls (L)	$35,000.00	$35,000.00			$35,000.00	100.00%		
286	Plant Controls (M)	$125,000.00	$125,000.00			$125,000.00	100.00%		
287	Computer Equipment (L&M)	$70,000.00	$70,000.00			$70,000.00	100.00%		
288	Electrical Record Drawings	$500.00	$500.00			$500.00	100.00%		
289	Plant Controls (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
290	Remote Site RTU's (L)	$5,000.00	$5,000.00			$5,000.00	100.00%		
291	Remote Site RTU's (M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
292	Facility Controls Startup (L&M)	$5,000.00	$5,000.00			$5,000.00	100.00%		
293	Record Plant Control Documents	$500.00	$500.00			$500.00	100.00%		
294	Record Electrical Conduit and Wire Drawings	$500.00	$500.00			$500.00	100.00%		
295	Change Orders	$472,098.79	$472,098.79			$472,098.79	100.00%		

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	GRAND TOTALS	$17,200,298.79	$17,200,298.79	$0.00	$0.00	$17,200,298.79		$0.00	

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

STAFF REPORT **Agenda Item: 6.n**

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Old Settlers, Horseshoe, & Trail Street Improvements - Pay Request 1	**Action Required:** Approval

Summary
Council should review and consider the attached engineering memorandum.

Staff recommends approval of Pay Request 1 for Old Settlers, Horseshoe, & Trail Street Improvements project to Park Construction Company in the amount of $219,177.54.

Financial/Budget
The Old Settlers, Horseshoe, & Trail Street Improvements project is funded by a combination of escrow from the Tavera Development Contract and the 2026 General Fund line item for Street Maintenance.

Options
Approve Pay Request 1 for Old Settlers, Horseshoe, & Trail Street Improvements project to Park Construction Company in the amount of $219,177.54.

Modify.

Decline.

Recommendation
Approve Pay Request 1 for Old Settlers, Horseshoe, & Trail Street Improvements project to Park Construction Company in the amount of $219,177.54.

Council Action
Consider a motion to approve Pay Request 1 for Old Settlers, Horseshoe, & Trail Street Improvements project to Park Construction Company in the amount of $219,177.54.

Attachments
1. Old Settlers, Horseshoe, Trail Street Improvements Memo_Pay Request 1.pdf
2. Old Settlers, Horseshoe, Trail Street Improvements Pay Request #1_SIGNED.pdf

Stantec

Memo

To:	Kevin Mattson, PE, PW Director	From:	Nick Wyers, PE
Project/File:	193807434	Date:	October 14, 2026

Subject: Pay Request #1 to Park Construction Co. – Old Settlers & Horseshoe Trail Improvements

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Council Action Requested

Staff recommends the City Council Approve Pay Application #1 for Old Settlers and Horseshoe Trail Improvements to Park Construction Co. in the amount of $219,177.54.

Summary

Pay request #1 includes partial mobilization, traffic control, and erosion control BMPs. Work completed to date includes removals, culvert replacements, drain tile work, cement stabilization, and concrete work. The signed pay request form and pay application are attached for review. Below is a summary of the work completed to date:

Total Contract Value to Date	$689,020.63
Work Completed to Date	$230,713.20
5% Retainage	$11,535.60
Amount Paid to Date	$0.00
Total Pay App #1	$219,177.54

Engineer's Recommendation

We recommend approving Pay Request #1 to Park Construction Co. in the amount of $219,177.54.

SECTION 00 62 76

APPLICATION FOR PAYMENT FORM

OWNER: City of Corcoran
PROJECT: Old Settlers and Horseshoe Trail Improvements
CONTRACTOR: Park Construction Co.

PAY ESTIMATE NO. 1

Original Contract Amount:	$ 689,020.63
Contract Changes approved to Date (List Change Order Numbers):	N/A
Revised Contract Price :	$ 689,020.63
Work Completed to Date (attached):	$ 230,713.20
Retainage to Date, 5%:	$ 11,535.66
Work Completed to Date Less Retainage to Date:	$ 219,177.54
Total Amount Previously Certified:	$ -
Payment Request This Estimate:	$ 219,177.54

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

Don Hall

Digitally signed by Don Hall
DN: C=US, E=dhall@parkconstructionco.com, O=Park Construction Company, CN=Don Hall
Date: 2026.10.14 09:45:52-05'00'

CONTRACTOR

CERTIFICATE OF CONTRACTOR

I hereby certify that the work and the materials supplied to date, as shown on the request for payment, represents the actual value of accomplishment under the terms of the contractn betweeen the City of Corcoran (OWNER) and T.Scherber Demolition and Excavating, LLC.(CONTRACTOR) and all authorized changes therto:

By DON HALL

Title PROJECT MANAGER

Approval:

(CONTRACTOR) Don Hall Digitally signed by Don Hall DN: C=US, E=dhall@parkconstructionco.com, O=Park Construction Company, CN=Don Hall Date: 2026.10.14 09:47:14-05'00' Date 10/14/26

STANTEC CONSULTING SERVICES, INC. Wyers, Nick Digitally signed by Wyers, Nick DN: CN="Wyers, Nick", OU=Internal, OU=users, OU=stantec, DC=corp, DC=ads Date: 2026.10.14 12:02:04-05'00' Date 10/14/26

END OF SECTION

Pay Request #1
City of Corcoran
Old Settlers & Horseshoe Trail Improvements
Project Number: 193807434
10/13/2026

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #1 OCTOBER 2026	
BASE BID:						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
1	MOBILIZATION	LS	1	$ 70,100.00	$ 70,100.00	0.5	$ 35,050.00	0.0	$ -	0.50	$ 35,050.00
2	TRAFFIC CONTROL	LS	1	$ 1,660.00	$ 1,660.00	0.5	$ 830.00	0.0	$ -	0.50	$ 830.00
3	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	130	$ 11.50	$ 1,495.00	164	$ 1,886.00	0.0	$ -	164.00	$ 1,886.00
4	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	89	$ 5.75	$ 511.75	70	$ 402.50	0.0	$ -	70.00	$ 402.50
5	REMOVE CONCRETE CURB & GUTTER	LF	6	$ 98.70	$ 592.20	6	$ 592.20	0.0	$ -	6.00	$ 592.20
6	REMOVE SEWER PIPE (STORM)	LF	352	$ 8.35	$ 2,939.20	352	$ 2,939.20	0.0	$ -	352.00	$ 2,939.20
7	REMOVE FLARE-END SECTION	EA	8	$ 300.00	$ 2,400.00	8	$ 2,400.00	0.0	$ -	8.00	$ 2,400.00
8	SALVAGE AND REINSTALL MAILBOX	EA	2	$ 260.00	$ 520.00	0	$ -	0.0	$ -	0.00	$ -
9	STRIP AND SALVAGE GRAVEL SURFACING	SY	3170	$ 2.65	$ 8,400.50	3170	$ 8,400.50	0.0	$ -	3170.00	$ 8,400.50
10	MILLING BITUMINOUS PAVEMENT (1.5" DEPTH)	SY	14	$ 11.80	$ 165.20	0	$ -	0.0	$ -	0.00	$ -
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL	460	$ 3.10	$ 1,426.00	0	$ -	0.0	$ -	0.00	$ -
12	PATCH BITUMINOUS PAVEMENT - DRIVEWAY	SY	100	$ 55.40	$ 5,540.00	0	$ -	0.0	$ -	0.00	$ -
13	TYPE SP 9.5 NON WEARING COURSE MIX (3,B) (ROAD)	TN	1300	$ 80.10	$ 104,130.00	0	$ -	0.0	$ -	0.00	$ -
14	TYPE SP 9.5 WEARING COURSE MIX (3,B) (ROAD)	TN	780	$ 87.90	$ 68,562.00	0	$ -	0.0	$ -	0.00	$ -
15	CONCRETE CURB & GUTTER DESIGN B618	LF	513	$ 34.80	$ 17,852.40	555	$ 19,314.00	0.0	$ -	555.00	$ 19,314.00
16	CONCRETE RIBBON CURB	LF	92	$ 34.80	$ 3,201.60	75	$ 2,610.00	0.0	$ -	75.00	$ 2,610.00
17	6" CONCRETE PAVEMENT	SF	90	$ 15.60	$ 1,404.00	0	$ -	0.0	$ -	0.00	$ -
18	TRUNCATED DOMES	SF	10	$ 78.00	$ 780.00	0	$ -	0.0	$ -	0.00	$ -
19	GRAVEL DRIVEWAY	CY	10	$ 115.00	$ 1,150.00	0	$ -	0.0	$ -	0.00	$ -
20	AGGREGATE BASE CLASS 2, 100% CRUSHED (CV)	TON	300	$ 57.10	$ 17,130.00	0	$ -	0.0	$ -	0.00	$ -
21	PORTLAND CEMENT@55LB/SQYD	TON	80	$ 265.00	$ 21,200.00	80	$ 21,200.00	0.0	$ -	80.00	$ 21,200.00
22	CEMENT SUBGRADE PREPARATION (SHAPE, MIX, AND COMPACT)	SY	2500	$ 7.05	$ 17,625.00	2500	$ 17,625.00	0.0	$ -	2500.00	$ 17,625.00
23	AGGREGATE PREPARATION (SHAPE AND COMPACT)	SY	5900	$ 2.60	$ 15,340.00	0	$ -	0.0	$ -	0.00	$ -
24	6" PERFORATED PVC SCH 40 DRAINTILE PIPE	LF	870	$ 19.00	$ 16,530.00	692	$ 13,148.00	0.0	$ -	692.00	$ 13,148.00
25	6" PRECAST CONCRETE DRAINTILE HEADWALL	EA	15	$ 829.00	$ 12,435.00	5	$ 4,145.00	0.0	$ -	5.00	$ 4,145.00
26	CONNECT TO EXISTING DRAINTILE	EA	15	$ 217.00	$ 3,255.00	6	$ 1,302.00	0.0	$ -	6.00	$ 1,302.00
27	INSTALL SIGN TYPE C AND POST	EA	8	$ 260.00	$ 2,080.00	0	$ -	0.0	$ -	0.00	$ -
28	SIGN PANELS TYPE C	SF	23.75	$ 49.90	$ 1,185.13	0	$ -	0.0	$ -	0.00	$ -
29	STABILIZED CONSTRUCTION EXIT	LS	1	$ 382.00	$ 382.00	0	$ -	0.0	$ -	0.00	$ -
30	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	2	$ 208.00	$ 416.00	0	$ -	0.0	$ -	0.00	$ -
31	CULVERT END CONTROLS	EA	9	$ 260.00	$ 2,340.00	0	$ -	0.0	$ -	0.00	$ -
32	SILT FENCE MACHINE SLICED	LF	3640	$ 2.50	$ 9,100.00	1500	$ 3,750.00	0.0	$ -	1500.00	$ 3,750.00
33	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	80	$ 4.15	$ 332.00	0	$ -	0.0	$ -	0.00	$ -
34	EROSION CONTROL BLANKET CATEGORY 25	SY	100	$ 3.10	$ 310.00	0	$ -	0.0	$ -	0.00	$ -
35	COMMON TOPSOIL BORROW (LV)	CY	329	$ 42.60	$ 14,015.40	0	$ -	0.0	$ -	0.00	$ -
36	COMMON EXCAVATION (EV) (P)	CY	1166	$ 30.90	$ 36,029.40	0	$ -	0.0	$ -	0.00	$ -
37	WATER FOR DUST CONTROL	MGAL	10	$ 58.30	$ 583.00	0	$ -	0.0	$ -	0.00	$ -
38	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	1000	$ 0.61	$ 610.00	0	$ -	0.0	$ -	0.00	$ -
39	MNDOT SEED WET DITCH	SY	3600	$ 1.20	$ 4,320.00	0	$ -	0.0	$ -	0.00	$ -
40	FERTILIZER TYPE 2	LB	197	$ 1.05	$ 206.85	0	$ -	0.0	$ -	0.00	$ -
41	HYDRAULIC STABILIZED FIBER MATRIX	SY	4700	$ 1.60	$ 7,520.00	0	$ -	0.0	$ -	0.00	$ -
42	SALVAGE AND REINSTALL SIGN	EA	6	$ 312.00	$ 1,872.00	0	$ -	0.0	$ -	0.00	$ -
	TOTAL BASE BID:				**$ 477,646.63**		**$ 135,594.40**		**$ -**		**$ 135,594.40**

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #1	
ALTERNATE #1:						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
43	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	51	$ 5.10	$ 260.10	0	$ -	0.0	$ -	0.00	$ -
44	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SY	591	$ 11.50	$ 6,796.50	0	$ -	0.0	$ -	0.00	$ -
45	ADJUST FRAME AND RING CASTING	EA	2	$ 313.00	$ 626.00	2	$ 626.00	0.0	$ -	2.00	$ 626.00
46	STRIP AND SALVAGE GRAVEL SURFACING	SY	320	$ 4.55	$ 1,456.00	320	$ 1,456.00	0.0	$ -	320.00	$ 1,456.00
47	MILLING BITUMINOUS PAVEMENT (1.5" DEPTH)	SY	6	$ 27.60	$ 165.60	0	$ -	0.0	$ -	0.00	$ -
48	BITUMINOUS MATERIAL FOR TACK COAT	GAL	80	$ 2.85	$ 228.00	0	$ -	0.0	$ -	0.00	$ -
49	TYPE SP 9.5 NON-WEARING COURSE (3,B) (ROAD)	TN	240	$ 81.60	$ 19,584.00	0	$ -	0.0	$ -	0.00	$ -
50	TYPE SP 9.5 WEARING COURSE MIX (3,B) (ROAD)	TN	150	$ 87.90	$ 13,185.00	0	$ -	0.0	$ -	0.00	$ -
51	AGGREGATE BASE CLASS 2, 100% CRUSHED (CV)	TN	60	$ 57.10	$ 3,426.00	0	$ -	0.0	$ -	0.00	$ -

52	AGGREGATE PREARATION (SHAPE AND COMPACT)	SY	1540	$ 2.10	$ 3,234.00	0	$ -	0.0	$ -	0.00	$ -
53	CONCRETE CURB & GUTTER DESIGN B618	LF	279	$ 34.80	$ 9,709.20	256	$ 8,908.80	0.0	$ -	256.00	$ 8,908.80
54	GRAVEL DRIVEWAY	CY	10	$ 115.00	$ 1,150.00	0	$ -	0.0	$ -	0.00	$ -
55	STORM DRAIN INLET PROTECTION - MAINTAINED	EA	2	$ 208.00	$ 416.00	0	$ -	0.0	$ -	0.00	$ -
56	SILT FENCE MACHINE SLICED	LF	74	$ 4.15	$ 307.10	0	$ -	0.0	$ -	0.00	$ -
57	SEDIMENT CONTROL LOG TYPE STRAW (OR BIOROLL) - MAINTAINED	LF	40	$ 4.15	$ 166.00	0	$ -	0.0	$ -	0.00	$ -
58	COMMON TOPSOIL BORROW (LV)	CY	75	$ 45.40	$ 3,405.00	0	$ -	0.0	$ -	0.00	$ -
59	COMMON EXCAVATION (EV) (P)	CY	150	$ 29.60	$ 4,440.00	0	$ -	0.0	$ -	0.00	$ -
60	WATER FOR DUST CONTROL	MGAL	5	$ 58.30	$ 291.50	0	$ -	0.0	$ -	0.00	$ -
61	MNDOT SEED MIX RESIDENTIAL TURFGRASS	SY	460	$ 1.05	$ 483.00	0	$ -	0.0	$ -	0.00	$ -
62	FERTILIZER TYPE 2	LB	20	$ 1.05	$ 21.00	0	$ -	0.0	$ -	0.00	$ -
63	HYDRAULIC STABILIZED FIBER MATRIX	SY	460	$ 4.15	$ 1,909.00	0	$ -	0.0	$ -	0.00	$ -
64	SALVAGE AND REINSTALL SIGN	EA	1	$ 312.00	$ 312.00	0	$ -	0.0	$ -	0.00	$ -
	TOTAL ALTERNATE #1:				**$ 71,571.00**		**$ 10,990.80**		**$ -**		**$ 10,990.80**

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #1	
ALTERNATE #2:						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
65	MILLING BITUMINOUS PAVEMENT (1.5" DEPTH)	SY	70	$ 8.30	$ 581.00	0	$ -	0.0	$ -	0.00	$ -
66	BITUMINOUS MATERIAL FOR TACK COAT	GAL	270	$ 2.40	$ 648.00	0	$ -	0.0	$ -	0.00	$ -
67	TYPE SP 9.5 WEARING COURSE MIX (3,B) (ROAD)	TN	460	$ 87.90	$ 40,434.00	0	$ -	0.0	$ -	0.00	$ -
	TOTAL ALTERNATE #2:				**$ 41,663.00**		**$ -**		**$ -**		**$ -**

LINE NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	COMPLETED TO DATE		Less Previous Payments		PAY REQUEST #1	
ALTERNATE #3:						QUANTITY	COST	QUANTITY	COST	QUANTITY	COST
68	12" RC PIPE STORM SEWER CLASS V	LF	44	$85.10	$ 3,744.40	44	$ 3,744.40	0.0	$ -	44.00	$ 3,744.40
69	12" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$1,960.00	$ 3,920.00	2	$ 3,920.00	0.0	$ -	2.00	$ 3,920.00
70	15" RC PIPE STORM SEWER CLASS V	LF	236	$68.80	$ 16,236.80	236	$ 16,236.80	0.0	$ -	236.00	$ 16,236.80
71	15" RC FLARED END SECTION W/ TRASH GUARD	EA	10	$2,120.00	$ 21,200.00	10	$ 21,200.00	0.0	$ -	10.00	$ 21,200.00
72	18" RC PIPE STORM SEWER CLASS V	LF	52	$77.90	$ 4,050.80	52	$ 4,050.80	0.0	$ -	52.00	$ 4,050.80
73	18" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$3,030.00	$ 6,060.00	2	$ 6,060.00	0.0	$ -	2.00	$ 6,060.00
74	24" RC PIPE STORM SEWER CLASS V	LF	52	$129.00	$ 6,708.00	52	$ 6,708.00	0.0	$ -	52.00	$ 6,708.00
75	24" RC FLARED END SECTION W/ TRASH GUARD	EA	2	$3,540.00	$ 7,080.00	2	$ 7,080.00	0.0	$ -	2.00	$ 7,080.00
76	RANDOM RIPRAP CLASS III	TON	235	$124.00	$ 29,140.00	122	$ 15,128.00	0.0	$ -	122.00	$ 15,128.00
	TOTAL ALTERNATE #3:				**$ 98,140.00**		**$ 84,128.00**		**$ -**		**$ 84,128.00**
				TOTAL ORIGINAL CONTRACT:	**$ 689,020.63**		**$ 230,713.20**		**$ -**		**$ 230,713.20**

CONTRACT SUMMARY

ORIGINAL CONTRACT AWARD AMOUNT $ 689,020.63

	COMPLETE TO DATE	LESS PREVIOUS PAYMENTS	PAY REQUEST #1
SUBTOTAL	$ 230,713.20	$ -	$ 230,713.20
CURRENT RETAINAGE (5%)	$ 11,535.66	$ -	$ 11,535.66
TOTAL CURRENT PAY REQUEST	$ 219,177.54	$ -	$ 219,177.54

STAFF REPORT **Agenda Item: 6.o**

Council Meeting: October 22, 2026	**Prepared By:** Matt Gottschalk, Director of Public Safety
Topic: Police Officer Lateral Entry Authorization	**Action Required:** Authorization

Summary
At the April 9, 2026, City Council meeting the City Council authorized staff to extend two police offficer job offers to preferred candidates identified in the hiring processes. The department has already hired one of the two authorized positions.

The second candidate is a lateral entry candidate with 7+ years of licensed peace officer experience. Traditional lateral entry terms authorized by Council allow staff to negotiate offers up to the mid-point on the wage scale for a starting wage. For this second candidate, that would be a substantial pay cut. Staff is seeking authorization to offer the candidate a starting wage at Step 7 on the current wage schedule (out of 8). This would result in a smaller but hopefully more manageable pay cut for the candidate. This would also be consistent with past lateral entry practice in the police department.

Financial/Budget
The difference between the midpoint wage and the proposed Step 7 wage is $3.84/hr. Vacant positions are traditionally budgeted to the mid-point of the position. With the Police Officer position vacancies for a large part of this year, the wage difference for the rest of the year can be absorbed into the existing 2026 budget. The 2027 budget would be adjusted to accomodate the proposed wage.

Options
1. Authorize staff to offer the second Police Officer candidate lateral entry at Step 7 on the current wage schedule.
2. Provide staff with other direction.

Recommendation
1. Authorize staff to offer the second Police Officer candidate lateral entry at Step 7 on the current wage schedule.

Council Action
Authorization

STAFF REPORT **Agenda Item: 8.a**

Council Meeting: October 22, 2026	**Prepared By:** Natalie Davis, Community Development Director
Topic: Planning Commission Proposed Amendments to Chapter 34 of City Code	**Action Required:** Direction

Summary
Background

Section 34.11 of City Code currently requires the City Council to appoint a representative to serve as a non-voting liaison to the Planning Commission. The liaison is required to attend Planning Commission meetings, facilitate communication between the Commission and City Council, and participate in an annually established rotation schedule.

Currently, the City Council does not have a formally designated liaison to the Planning Commission, and Council members do not regularly attend meetings in this capacity. The Planning Commission Chair recently requested that the City Council either appoint a liaison consistent with the existing Code requirements or consider amending the Code to remove the requirement.

Proposed Amendments

Staff prepared proposed amendments to Chapter 34 for the City Council's consideration. The amendments would:

1. *Remove the mandatory City Council liaison requirement***.** The proposed amendment would eliminate the requirement for a designated City Council representative to attend Planning Commission meetings and the associated annual rotation schedule. This would align City Code with current practices and would not preclude Council members from attending Planning Commission meetings or the City Council from designating a liaison in the future.

2. *Remove obsolete Planning Commission membership provisions.* Section 34.11 includes transitional language related to changes in Planning Commission membership implemented in 2014, including provisions allowing previously appointed members to continue serving under the former membership structure. These provisions are no longer applicable and are proposed for removal as general code cleanup.

The proposed amendments would not change the Planning Commission's existing composition of five regular members, appointment procedures, quorum requirements, or statutory responsibilities. Neither a public hearing nor a Planning Commission recommendation is needed for this amendment to be approved.

Recommendation

Staff recommends that the City Council review the proposed amendments to Chapter 34 as outlined in Ordinance No. 2026-570 and consider adoption of the ordinance, accompanying Summary Ordinance No. 2026-571 (requiring a four-fifths majority vote), and Resolution No. 2026-84 approving findings of fact.

If the City Council wishes to retain the existing liaison requirement, staff recommends that the Council instead designate a representative to serve in that capacity.

Council Action

Attachments
1. 2026-570 Amending the Text of Chapter 34 Planning Commission.pdf
2. 2026-571 Summary Ordinance of 2026-570.pdf
3. Resolution 2026-84 Approving Findings of Fact for Ord. 2026-570.pdf

ORDINANCE NO. 2026-570

Motion By:
Seconded By:

CITY OF CORCORAN

AN ORDINANCE AMENDING THE TEXT OF TITLE III, CHAPTER 34 OF THE CORCORAN CITY CODE RELATED TO THE COMPOSITION OF THE PLANNING COMMISSION

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Title III, Section 34.11: Composition (Planning Commission) of the Corcoran City Code is hereby amended by deleting the ~~stricken~~ material as follows:

34.11: COMPOSITION

The Planning Commission shall consist of five (5) regular members ~~and one (1) City Council representative~~. ~~The City Council representative shall act as a liaison to the Commission. The liaison shall attend meetings of the Planning Commission and act as a mode of communication between the Planning Commission and the City Council. The City Council representative shall not be a voting member of the Planning Commission. The City Council shall set the City Council representative rotation schedule annually.~~

~~Regular members of the Planning Commission appointed before August 1, 2014, may continue to serve on the Commission during their term of appointment and may be re-appointed by the City Council, though their service may result in a Commission comprised of more than five (5) regular members. However, if the term of any such member expires and that member is not re-appointed, or if any such member became unable or unwilling to fulfill his or her duties on the Commission or if such a member's seat otherwise becomes vacant, that vacancy shall not be filled if it results in a Commission comprised of more than five (5) regular members. Alternate members of the Planning Commission appointed before August 1, 2014, shall not be re-appointed after expiration of their term.~~

~~In the event of a Commission comprised of more than five (5) members, a quorum shall consist of any combination of four (4) regular members. The City Council representative shall not count towards a quorum of the members.~~

A. All regular and alternate members shall be appointed by the City Council and may be removed by a three-fifths vote of the Council.

B. Regular Members — Members of the Commission are appointed by the City Council for staggered three (3)-year terms. Terms shall begin on March 1 and end on the final day of February but, appointees shall hold their offices until their successors shall be appointed and qualified by the City Council. The City Council shall approve the necessary appointments to the Commission no later than the final day of February of each year. In the event any member fails to attend three (3) consecutive meetings or 30 percent of those meetings held in a calendar

year, a vacancy may be declared to exist by majority vote of the commission. A new member shall be appointed to fill out the term of the individual whose seat has been vacated unless filling the vacancy will result in a Commission which exceeds five (5) members. If filling the vacancy will result in a Commission which exceeds five (5) members, the vacant seat shall not be filled. If a seat becomes vacant, leaving the Commission with less than five (5) members, the vacancy shall be filled in the same manner as the appointment is made. All members shall serve without compensation but shall be allowed reasonable expenses as authorized by the City Council.

C. The City Council may appoint a non-resident to any of the city commissions so long as there is no more than one (1) non-resident on a commission at any time and provided that the individual's non-residence status is determined to be temporary.

D. A quorum shall consist of any combination of three (3) regular members.

~~The City Council representative shall not count towards a quorum of member.~~

SECTION 2. Effective Date. This Ordinance shall be in full force and effect upon its passage and publication as required by law.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

October 22, 2026

ORDINANCE NO. 2026-571

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE NO. 2026-570

AN ORDINANCE AMENDING THE TEXT OF CHAPTER 34 OF THE CORCORAN CITY CODE

Title III of the City Code of the City of Corcoran, Minnesota, is hereby amended to update the composition requirements of the Planning Commission.

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

VOTING AYE	VOTING NAY
☐ McKee, Tom	☐ McKee, Tom
☐ Friedrich, Michelle	☐ Friedrich, Michelle
☐ Lanterman, Mark	☐ Lanterman, Mark
☐ Nichols, Jeremy	☐ Nichols, Jeremy
☐ Vehrenkamp, Dean	☐ Vehrenkamp, Dean

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

October 22, 2026

RESOLUTION NO. 2026-84

Motion By:
Seconded By:

A RESOLUTION APPROVING FINDINGS OF FACT FOR AN AMENDMENT TO TITLE III, CHAPTER 34 OF THE CORCORAN CITY CODE RELATED TO THE COMPOSITION OF THE PLANNING COMMISSION

WHEREAS, Section 34.11 of the Corcoran City Code currently requires the appointment of a City Council representative to serve as a non-voting liaison to the Planning Commission; and

WHEREAS, the Planning Commission Chair requested that the City Council either appoint a liaison consistent with existing City Code requirements or consider amending the Code to remove the requirement; and

WHEREAS, the City identified additional provisions within Section 34.11 related to previous changes to Planning Commission membership that are no longer applicable; and

WHEREAS, the City Council reviewed the proposed amendments at its regularly scheduled meeting on October 22, 2026; and

WHEREAS, the City Council adopted Ordinance No. 2026-570 amending Title III, Chapter 34 of the Corcoran City Code related to the composition of the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Corcoran, Minnesota, that the amendments to Title III, Chapter 34 of the City Code are approved based on the following findings:

1. The City Council does not currently have a designated liaison to the Planning Commission, and removal of the mandatory liaison requirement will align City Code with current practices without limiting the City Council's ability to designate a liaison in the future.

2. Provisions related to changes in Planning Commission membership implemented in 2014 are no longer applicable and may be removed to eliminate obsolete language from City Code.

3. The proposed amendments will not alter the Planning Commission's existing five-member composition, appointment procedures, quorum requirements, or statutory responsibilities.

RESOLUTION NO. 2026-84

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Resolution is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee - Mayor

ATTEST:

City Seal

_____
Debra Johnson – City Clerk

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

Council Meeting: October 22, 2026	**Prepared By:** Kevin Mattson, Public Works Director,
Topic: Utilities Department - Budget Overview	**Action Required:** Discussion

Council Action

Attachments

1. Sewer Water 2027 Budget Detail.pdf
2. Sewer Water 2027 Budget Presentation.pdf

Fund	Department *	Account *	2026 Budget	2027	Percentage Change
601	49400	50101 - FULL-TIME EMPLOYEES - REGULAR	218,498.00	224,256.07	2.6%
601	49400	50102 - FULL-TIME EMPLOYEES - OVERTIME	12,500.00	12,500.00	0.0%
601	49400	50111 - PART-TIME EMPLOYEES - REGULAR	3,998.00	3,851.70	-3.7%
601	49400	50121 - PERA	16,688.00	16,190.92	-3.0%
601	49400	50122 - FICA	13,795.00	13,054.68	-5.4%
601	49400	50126 - MEDICARE	3,227.00	3,186.09	-1.3%
601	49400	50127 - MN PAID LEAVE	924.00	966.81	4.6%
601	49400	50130 - EMPLOYER PAID INSURANCE	39,532.00	42,975.00	8.7%
601	49400	50200 - OFFICE SUPPLIES	3,000.00	3,000.00	0.0%
601	49400	50207 - TRAINING AND INSTRUCTIONAL SUPPLIES	5,000.00	5,500.00	10.0%
601	49400	50210 - OPERATING SUPPLIES	60,000.00	60,000.00	0.0%
601	49400	50212 - MOTOR FUELS	5,000.00	5,000.00	0.0%
601	49400	50216 - CHEMICALS	25,000.00	10,000.00	-60.0%
601	49400	50220 - REPAIR AND MAINTENANCE SUPPLIES	40,000.00	40,000.00	0.0%
601	49400	50227 - UTILITY SYSTEM MAINTENANCE SUPPLIES	120,000.00	150,000.00	25.0%
601	49400	50300 - PROFESSIONAL SERVICES	35,000.00	10,000.00	-71.4%
601	49400	50303 - ENGINEERING FEES	10,000.00	10,010,000.00	100000.0%
601	49400	50304 - LEGAL FEES	5,000.00	5,000.00	0.0%
601	49400	50306 - INSPECTIONS	10,000.00	10,000.00	0.0%
601	49400	50307 - PERSONNEL ADMINISTRATION	2,250.00	3,000.00	33.3%
601	49400	50308 - SOFTWARE	7,035.00	8,000.00	13.7%
601	49400	50310 - OTHER PROFESSIONAL SERVICES	39,404.00	39,404.00	0.0%
601	49400	50311 - WATER PURCHASED	455,000.00	1,000,000.00	119.8%
601	49400	50313 - UTILITY LOCATES	8,500.00	8,500.00	0.0%
601	49400	50321 - TELEPHONE	2,500.00	3,000.00	20.0%
601	49400	50322 - POSTAGE	3,000.00	3,000.00	0.0%
601	49400	50350 - GENERAL NOTICES AND PUB INFO	500.00	500.00	0.0%
601	49400	50360 - INSURANCE	1,500.00	1,500.00	0.0%
601	49400	50365 - WORKER'S COMPENSATION INSURANCE	5,397.00	884.00	-83.6%
601	49400	50380 - UTILITY SERVICES	15,000.00	32,000.00	113.3%
601	49400	50381 - ELECTRIC UTILITIES	60,000.00	65,000.00	8.3%
601	49400	50400 - REPAIR AND MAINTENANCE - CONTRACT	1,500.00	1,500.00	0.0%
601	49400	50401 - REPAIR AND MAINTENANCE - BUILDING	50,000.00	50,000.00	0.0%

601	49400	50403 - REPAIR AND MAINTENANCE - VEHICLE	7,500.00	7,500.00	0.0%
601	49400	50413 - OFFICE EQUIPMENT RENTAL	500.00	500.00	0.0%
601	49400	50417 - UNIFORMS	4,000.00	4,500.00	12.5%
601	49400	50420 - DEPRECIATION	375,000.00	375,000.00	0.0%
601	49400	50430 - MISCELLANEOUS EXPENSE	-	-	0.0%
601	49400	50432 - CREDIT CARD FEES	12,500.00	14,000.00	12.0%
601	49400	50433 - DUES AND MEMBERSHIPS	1,500.00	1,500.00	0.0%
601	49400	50600 - DEBT SERVICE PRINICPAL	578,800.00	594,400.00	2.7%
601	49400	50610 - DEBT SERVICE INTEREST	898,081.00	874,961.00	-2.6%
601	49400	50720 - INTERFUND TRANSFERS	283,740.00	283,740.00	0.0%
		TOTAL EXPENDITURES	**3,440,369.00**	**13,997,870.27**	**306.9%**
Sewer					
602	49450	50101 - FULL-TIME EMPLOYEES - REGULAR	218,498.00	224,256.07	2.6%
602	49450	50102 - FULL-TIME EMPLOYEES - OVERTIME	12,500.00	12,500.00	0.0%
602	49450	50111 - PART-TIME EMPLOYEES - REGULAR	3,998.00	3,851.70	-3.7%
602	49450	50121 - PERA	16,688.00	16,190.92	-3.0%
602	49450	50122 - FICA	13,795.00	13,054.68	-5.4%
602	49450	50126 - MEDICARE	3,227.00	3,186.09	-1.3%
602	49450	50127 - MN PAID LEAVE	924.00	966.81	4.6%
602	49450	50130 - EMPLOYER PAID INSURANCE	39,532.00	42,975.00	8.7%
602	49450	50200 - OFFICE SUPPLIES	3,000.00	3,000.00	0.0%
602	49450	50207 - TRAINING AND INSTRUCTIONAL SUPPLIES	5,000.00	5,500.00	10.0%
602	49450	50210 - OPERATING SUPPLIES	15,000.00	15,000.00	0.0%
602	49450	50212 - MOTOR FUELS	5,000.00	5,000.00	0.0%
602	49450	50220 - REPAIR AND MAINTENANCE SUPPLIES	20,000.00	20,000.00	0.0%
602	49450	50300 - PROFESSIONAL SERVICES	75,000.00	75,000.00	0.0%
602	49450	50303 - ENGINEERING FEES	10,000.00	10,000.00	0.0%
602	49450	50306 - INSPECTIONS	10,000.00	10,000.00	0.0%
602	49450	50307 - PERSONNEL ADMINISTRATION	2,250.00	3,000.00	33.3%
602	49450	50312 - MCES SEWAGE TREATMENT	350,000.00	452,851.00	29.4%
602	49450	50313 - UTILITY LOCATES	8,500.00	8,500.00	0.0%
602	49450	50321 - TELEPHONE	2,500.00	3,000.00	20.0%
602	49450	50322 - POSTAGE	3,000.00	3,000.00	0.0%

602	49450	50350 - GENERAL NOTICES AND PUB INFO	500.00	500.00	0.0%
602	49450	50360 - INSURANCE	1,500.00	-	-100.0%
602	49450	50365 - WORKER'S COMPENSATION INSURANCE	4,788.00	482.00	-89.9%
602	49450	50380 - UTILITY SERVICES	15,000.00	1,000.00	-93.3%
602	49450	50381 - ELECTRIC UTILITIES	5,000.00	8,000.00	60.0%
602	49450	50400 - REPAIR AND MAINTENANCE - CONTRACT	1,500.00	1,500.00	0.0%
602	49450	50401 - REPAIR AND MAINTENANCE - BUILDING	15,000.00	15,000.00	0.0%
602	49450	50403 - REPAIR AND MAINTENANCE - VEHICLE	7,500.00	7,500.00	0.0%
602	49450	50413 - OFFICE EQUIPMENT RENTAL	500.00	500.00	0.0%
602	49450	50417 - UNIFORMS	4,000.00	4,500.00	12.5%
602	49450	50420 - DEPRECIATION	215,000.00	225,000.00	4.7%
602	49450	50432 - CREDIT CARD FEES	12,500.00	14,000.00	12.0%
602	49450	50433 - DUES AND MEMBERSHIPS	1,500.00	1,500.00	0.0%
602	49450	50600 - DEBT SERVICE PRINICPAL	91,200.00	95,600.00	4.8%
602	49450	50610 - DEBT SERVICE INTEREST	31,094.00	31,094.00	0.0%
602	49450	50720 - INTERFUND TRANSFERS	300,990.00	300,990.00	0.0%
		Total Expenditures	**1,525,984.00**	**1,637,998.27**	**7.3%**

Water Revenue

601	00000	33400 - STATE GRANTS AND AIDS	-	10,000,000.00	INFINITE
601	00000	36100 - SPECIAL ASSESSMENTS	-	-	
601	00000	36100 - SPECIAL ASSESSMENTS	-	-	
601	00000	36200 - MISCELLANEOUS REVENUES	-	-	
601	00000	36200 - MISCELLANEOUS REVENUES	6,000.00	10,000.00	66.7%
601	00000	36210 - INTEREST EARNINGS	25,000.00	125,000.00	400.0%
601	00000	36210 - INTEREST EARNINGS	25,000.00	60,000.00	140.0%
601	00000	37101 - WATER METERS	132,000.00	165,000.00	25.0%
601	00000	37102 - BULK WATER SALES	500.00	1,000.00	100.0%
601	00000	37110 - WATER RESIDENTIAL USAGE	854,000.00	1,301,106.00	52.4%
601	00000	37120 - WATER MULTI-RESIDENTAL USAGE	26,600.00	69,690.00	162.0%
601	00000	37130 - WATER COMMERCIAL/INDUSTRIAL	36,000.00	57,932.00	60.9%
601	00000	37160 - WATER PENALTY	4,000.00	5,000.00	25.0%
601	00000	37170 - WATER CONNECTION CHARGE	282,800.00	300,000.00	6.1%
601	00000	37180 - WATER TRUNK CHARGES (TLAC)	1,929,600.00	270,000.00	-86.0%

		Total Water Revenue	**3,321,500.00**	**12,364,728.00**	**272.3%**
602	00000	36200- MISCELLANEOUS REVENUES	6,000.00	10,000.00	66.7%
602	00000	36210- INTEREST EARNINGS	25,000.00	60,000.00	140.0%
602 - SEWER	00000	37210 - SEWER RESIDENTIAL	1,000,000.00	1,414,994.00	41.5%
602 - SEWER	00000	37230 - SEWER COMMERCIAL/INDUSTRIAL	33,000.00	38,350.00	16.2%
602 - SEWER	00000	37260 - SEWER PENALTY	4,000.00	5,000.00	25.0%
602 - SEWER	00000	37275 - SEWER ACCESS CHARGES-CITY	271,590.00	300,000.00	10.5%
602 - SEWER	00000	37280 - SEWER TRUNK CHARGES	435,554.00	72,000.00	-83.5%
			1,744,144.00	**1,900,344.00**	**9.7%**

Utilities Department

2027 Budget Presentation



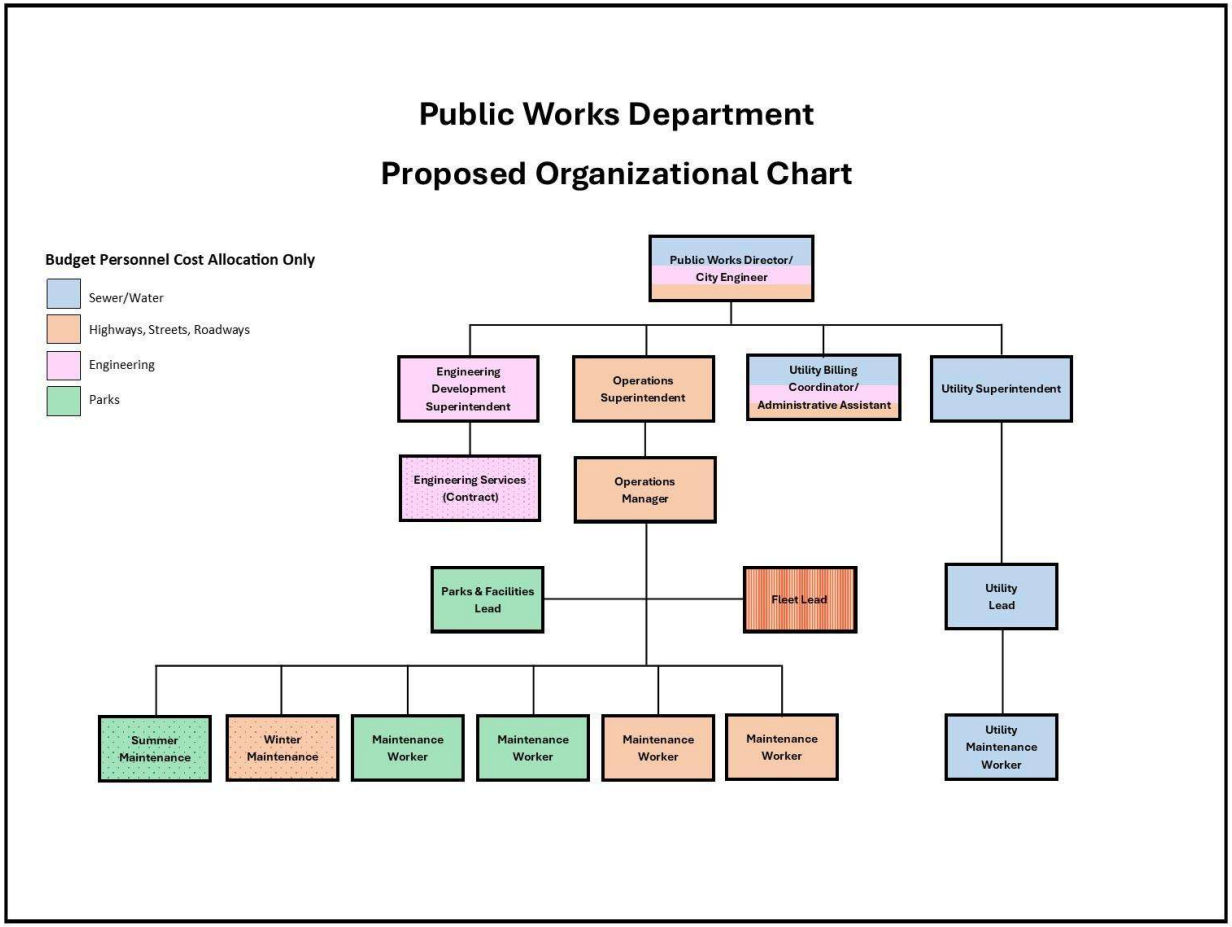



PUMP CONTROL PANEL
FOCUSED ON
24 7
OUR COMMUNITY
DANGER

Public Works Department

Organizational Chart

Staff continues to work towards completion of a Utility Rate Study which will identify future staffing needs and timelines.



Sewer & Water Operating Budget Summary

Business Unit	Total 2026 Budget	Total 2027 Budget	2026/2027 Difference	% Change
Water (Fund 601)	$3,440,369	$13,997,870	$10,361,124	301.2%
Sewer (Fund 602)	$1,525,984	1,637,998	$112,014	7.3%

Revenue	Total 2026 Revenue	Total 2027 Revenue	2026/2027 Difference	% Change
Water (Fund 601)	$3,290,500	$12,294,728	$9,004,228	273.6%
Sewer (Fund 602)	$1,775,144	$1,900,344	$125,200	7.1%

WATER

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	601-49400-50101 (Full-Time Employees- Regular)	$218,498	$224,256	$5,758	2.6%	COLA and step increases
↑	601-49400-50130 (Employer Paid Insurance)	$39,532	$42,975	$3,443	8.7%	
↑	601-49400-50207 (Training & Instructional Supplies)	$5,000	$5,500	$500	10.0%	Includes SafeAssure training, water licenses, and travel to local water conferences
↓	601-49400-50216 (Chemicals)	$25,000	$10,000	-$15,000	-60.0%	After a year of operations, we have accurate data for chemical usage and costs

WATER

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	601-49400-50227 (Utility System Maintenance Supplies)	$120,000	$150,000	$30,000	25.0%	Water Meters; pass through cost to builders
↓	601-49400-50300 (Professional Services)	$35,000	$10,000	-$25,000	-71.4%	Removal of proposed rate study
↑	601-49400-50303 (Engineering Fees)	$10,000	$10,010,000	$10,000,000	100,000.0%	$10,000,000 2023 State Bonding Water Infrastructure Grant
↑	601-49400-50307 (Personnel Administration)	$2,250	$3,000	$750	33.3%	Reallocation for internal coding

WATER

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	601-49400-50308 (Software)	$7,035	$8,000	$965	13.7%	$6,000 Neptune 360 (meter reading software; $2.65 qty 2200) $2,000 GIS software
↑	601-49400-50311 (Water Purchased)	$455,000	$1,000,000	$545,000	119.8%	Pass through to users; Adjusting for actual water usage
↑	601-49400-50321 (Telephone)	$2,500	$3,000	$500	20.0%	Adjusting for all cellular devices and plans Ex: water tower & treatment plant
↓	601-49400-50365 (Worker's Compensation Insurance)	$5,397	$884	-$4,513	-83.6%	Based on historic usage

WATER

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
601-49400-50380 (Utility Services)	$15,000	$32,000	$17,000	113.3%	Reallocation from 602-49450-50380 to accurately reflect where the services are utilized
601-49400-50381 (Electric Utilities)	$60,000	$65,000	$5,000	8.3%	Electric for WTP/Well 1; Meter Pits; and Tower
601-49400-50417 (Uniforms)	$4,000	$4,500	$500	12.5%	Standard uniforms cost increase; PPE; Outerwear
601-49400-50432 (Credit Card Fees)	$12,500	$14,000	$1,500	12%	InvoiceCloud Processing Fees

WATER

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	601-49400-50600 (Debt Service Principal)	$578,800	$594,400	$15,600	2.7%	
↓	601-49400-50610 (Debt Service Interest)	$898,081	$874,961	-$23,120	-2.6%	

REVENUE
Water

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
601-00000-33400 (State Grants & Aids)	---	$10,000,000	$10,000,000	Infinite	2023 State Bonding Water Infrastructure Grant
601-00000-36210 (Interest Earnings)	$25,000	$125,000	$100,000	400.0%	
601-00000-37101 (Water Meters)	$132,000	$165,000	$33,000	25.0%	Water meters purchased plus 10% Increase for planned development
601-00000-37102 (Bulk Water Sales)	$500	$1,000	$500	100.0%	Projected increase in sales

REVENUE
Water

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
601-00000-37110 (Water Residential Usage)	$854,000	$1,301,106	$447,106	52.4%	As of 9/30/2026 we have added 186 accounts to SE and 60 accounts to NE
601-00000-37120 (Water Multi-Residential Usage)	$26,600	$69,690	$43,090	161.9%	Addition of 2 multi-residential facilities in 2027
601-00000-37130 (Water Commercial/Industrial)	$36,000	$57,932	$21,932	60.9%	Addition of commercial industrial in the NE Ex: Brockton Business Park
601-00000-37160 (Water Penalty)	$4,000	$5,000	$1,000	25.0%	Greater number of customers; consistent penalty application

REVENUE
Water

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
601-00000-37170 (Water Connection Charges)	$282,800	$300,000	$17,200	6.1%	Anticipated building permit activity
601-49400-37180 (Water Trunk Charges- TLAC)	$1,929,600	$270,000	-$1,659,000	-85.9%	Anticipated entitlement/platting activity

SEWER

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
602-49450-50101 (Full Time Employees- Regular)	218,498	224,256	$5,758	2.6%	COLA and step increases
602-49450-50130 (Employer Paid Insurance)	$39,532	$42,975	$3,443	8.7%	Increased personnel costs
602-49450-50207 (Training & Instructional Supplies)	$5,000	$5,500	$500	10.0%	Includes SafeAssure training, water licenses, and travel to local water conferences
602-49450-50307 (Personnel Administration)	$2,250	$3,000	$750	33.3%	Reallocation for internal coding

SEWER

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	602-49450-50312 (MCES Sewage Treatment)	$350,000	$452,851	$102,851	29.4%	Increased users
↑	602-49450-50321 (Telephone)	$2,500	$3,000	$500	20.0%	Adjusting for all cellular devices and plans Ex: lift stations
↓	602-49450-50365 (Worker's Compensation Insurance)	$4,788	$482	-$4,306	-89.9%	Based on historic usage
↓	602-49450-50380 (Utility Services)	$15,000	$1,000	-$14,000	-93.3%	Reallocation to 601-49400-50380 to accurately reflect where the services are utilized

SEWER

Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
602-49450-50381 (Electric Utilities)	$5,000	$8,000	$3,000	60.0%	Anticipation of acceptance of infrastructure Ex: Rush Creek & Tavera Lift Stations
602-49450-50417 (Uniforms)	$4,000	$4,500	$500	12.5%	Standard uniforms cost increase; PPE; Outerwear
602-49450-50420 (Depreciation)	$215,000	$225,000	$10,000	4.6%	
602-49450-50432 (Credit Card Fees)	$12,500	$14,000	$1,500	12%	InvoiceCloud Processing Fees

REVENUE
Sewer

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	602-00000-36200 (Miscellaneous Revenues)	$6,000	$10,000	$4,000	66.6%	Discount for Met Council payments increasing with usage
↑	602-00000-36210 (Interest Earnings)	$25,000	$60,000	$35,000	140.0%	
↑	602-00000-37120 (Sewer Residential)	$1,000,000	$1,414,994	$414,994	41.4%	Projected increase in users and usage
↑	602-00000-37230 (Sewer Commercial/Industrial)	$33,000	$38,350	$5,350	16.2%	Projected base fee increase

REVENUE
Sewer

	Budget Item	2026 Budget	2027 Budget	2026/2027 Difference	% Change	Comments
↑	602-00000-37160 (Sewer Penalty)	$4,000	$5,000	$1,000	25.0%	Greater number of customers; consistent penalty application
↑	602-00000-37120 (Sewer Residential)	$854,000	$1,000,000	$146,000	17.1%	Projected increase in users and usage
↑	602-00000-37275 (Sewer Access Charges- City)	$271,590	$300,000	$28,410	10.5%	Anticipated building permit activity
↓	602-00000-37280 (Sewer Trunk Charges)	$435,554	$72,000	-$363,554	-83.5%	Anticipated entitlement/platting activity

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

Council Meeting: October 22, 2026	**Prepared By:** Matt Gottschalk, Director of Public Safety
Topic: Engine Braking Ordinance Amendment	**Action Required:** Adoption

Summary
The Corcoran City Council has previously directed staff to explore implementing an engine braking ordinance. Staff worked with the City Attorney to develop the attached language to prohibit excessive noise from engine braking, except in emergency circumstances. Staff solicited feedback from council members in July and received no requested changes. One additional line under 70.05 regulating motorized bicycles and foot scooters has been removed, as their regulation occurs under the recreational vehicles ordinance. The draft language is proposed to be added in Chapter 70 Traffic Rules of the City Code and the corresponding language for penalties in that section have also been updated.

Financial/Budget
Ordinance updates include staff and legal time along with publication expenses. Signage will be updated over time as existing budgets allow unless directed otherwise by the Council.

Options
1. Adopt Ordinance 2026-566 amending the text of Chapter 70 as proposed and summary ordinance 2026-567 for publication.
2. Adopt Ordinance 2026-566 amending the text of Chapter 70 as amended by Council and summary ordinance 2026-567 for publication.
3. Provide staff with other direction.

Recommendation
1. Adopt Ordinance 2026-566 amending the text of Chapter 70 as proposed and summary ordinance 2026-567 for publication.

Council Action
Adopt ordinance 2026-566 amending the text of Chapter 70 of the Corcoran City Code and summary ordinance 2026-567 for publication.

Attachments
1. 2026-566 Amending the Text of Chapter 70.pdf
2. Summary Ordinance 2026-567 Amending the Text of Chapter 70.pdf

ORDINANCE NO. 2026-566

Motion By:
Seconded By:

CITY OF CORCORAN

AN ORDINANCE AMENDING THE TEXT OF CHAPTER 70 OF THE CORCORAN CITY CODE RELATED TO TRAFFIC RULES

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Chapter 70. "Traffic Rules" of the Corcoran City Code is hereby amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

CHAPTER 70: TRAFFIC RULES

70.01: STATE PROVISIONS ADOPTED

The regulatory provisions of M.S. Chapters 169 and 171 Annotated, together with all amendments thereto, are hereby adopted as a traffic code regulating use of highways, streets and alleys within the city and are hereby incorporated and made a part of this section as completely as if set out herein full.

The penalty for violations of the provisions of state statutes adopted by reference in this section shall be identical with the penalties provided for in the statutes for the same offense.

70.02: WEIGHT RESTRICTIONS

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

a. Seasonal Weight Limits; Posting. The Public Works Department may prohibit the operation of vehicles upon any street under the jurisdiction of the city or impose restrictions as to the weight of vehicles to be operated upon any city street when, by reason of deterioration, rain, snow, or climatic conditions, such city street may be damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weight thereof reduced. The Public Works Department shall cause to be posted on any such city street appropriate signs designating such restrictions. The city will follow the State of Minnesota Commissioner of Transportation dates of seasonal load limits. Seasonal load limits shall start with the Metro Zone and end with the Central Zone. However, the City may deem necessary to extend the date or remove the limits early as recommended by the Public Works Department.

b. Administrative Regulation of Trucks. The Public Works Department shall monitor the condition of all streets under the jurisdiction of the city and the use thereof by vehicles over 9,000 pounds gross weight, which vehicles are defined as trucks for purposes of this section. Whenever the Department determines that the excessive use of any city street by trucks has or is likely to endanger public health or safety or that such use has or may damage or destroy the street due to any condition, including but not limited to, street deterioration, rain, snow, climatic

conditions, soil or subsurface conditions, or sight lines, the Department may regulate, restrict, or prohibit truck traffic on the street. The Department may set conditions or limitations on the use of the street to protect public health and safety or to prevent damage to the street, including requiring that a letter of credit or other financial guarantee be posted to compensate the city for damage to the street, establishing haul routes and restricting hours of operation. Any person aggrieved by a decision of the Public Works Department regarding regulation of truck traffic under this section may appeal that decision to the City Council. The City Council may continue, modify or terminate the regulations as it deems appropriate in order to protect public health and safety and to prevent or minimize damage to the city streets.

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

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

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

e. Permits for Vehicles in Excess of Weight Limitations.

1. The Public Works Department may issue an "emergency overweight permit" authorizing an individual to travel with a vehicle having axle weight exceeding the restrictions herein set forth or otherwise posted on the street. The individual must make written application to the Public Works Department showing good cause for the emergency overweight permit. The application shall specifically describe the vehicle or vehicles, and the streets and particular routes to be traveled. Emergency overweight permits shall be valid for only a 24-hour period. If granted, the emergency overweight permit shall be carried in the vehicle and shall be open to inspection.

2. The Public Works Director or designee may issue an "overweight permit" authorizing an individual to travel with a vehicle having an axle weight exceeding the restrictions herein set forth or otherwise posted on the street. The individual receiving such overweight permit must make written application to the Public Works Director or designee showing good cause for the permit. The application shall specifically describe the vehicle or vehicles, the street and particular routes traveled, the period of time for which the permit is requested, and may require a financial guarantee be posted to compensate the City for damage to the street. The application will be reviewed by the City Engineer and the Public Works Department for recommendation, and may, at the discretion of the Public Works Director, be forwarded to the City Council for review. If granted, the permit shall be carried in the vehicle at all times and shall be open to inspection.

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

f. The City Council shall set fees for the issuance of the above permits, from time to time by Council Resolution.

Penalty. A person convicted of a violation of this Ordinance, shall be guilty of a misdemeanor and punished by a fine of not more than $1,000, imprisonment for a term not exceeding ninety (90) days, or any combination thereof; provided, however, that if the violation is declared to be a petty misdemeanor, the penalty shall be a fine not to exceed $300. Additionally, a person convicted of a violation of this Ordinance shall pay the costs of prosecution.

70.03: UNREASONABLE ACCELERATION

No person shall unreasonably and/or unnecessarily accelerate a motor vehicle so rapidly and abruptly that a tire or tires break traction with the street surface, causing a squealing sound or dislodging sand, gravel or other objects by the tires. The unreasonable or unnecessary acceleration is prohibited on any public street or highway or any private property within the city.

70.04: DRIVING THROUGH PRIVATE PROPERTY

It is unlawful for any person to avoid obedience to any traffic control device by driving upon or through private property.

70.05: UNSAFE OPERATION

~~1.~~ No person shall drive or operate a motor vehicle ~~, motorized bicycle or motorized foot scooter~~ on any street, highway, road, roadway or private property in a manner which is unsafe. Unsafe means, but is not limited to, speeds and/or maneuvers which are not reasonable or prudent or safe given the weather, road conditions, vehicle conditions, the proximity of persons and other vehicles and includes such driving or operation which is unsafe for the driver or operator.

~~2. Penalty. A person convicted of a violation of this Ordinance, shall be guilty of a misdemeanor and punished by a fine of not more than $1,000, imprisonment for a term not exceeding ninety (90) days, or any combination thereof; provided, however, that if the violation is declared to be a petty misdemeanor, the penalty shall be a fine not to exceed $300. Additionally, a person convicted of a violation of this Ordinance shall pay the costs of prosecution.~~

70.06: EXCESSIVE VEHICLE NOISE AND ENGINE COMPRESSION BRAKING
It is unlawful for the operator of any truck or other vehicle to use a compression release engine brake on any public highway, street, parking lot or alley within the city which causes any excessive noise from the engine, except in an emergency. For purposes of this subsection, compression release engine brake means a dynamic brake, jake brake, jacobs brake, c-brake, paccar brake, transmission brake or other similar compression release engine brake system which alters the normal compression of the engine and subsequently releases that compression.

70.99: PENALTY

~~2. Penalty.~~ A person convicted of a violation of this Chapter~~Ordinance~~, shall be guilty of a misdemeanor and punished by a fine of not more than $1,000, imprisonment for a term not exceeding ninety (90) days, or any combination thereof; provided, however, that if the violation

is declared to be a petty misdemeanor, the penalty shall be a fine not to exceed $300. Additionally, a person convicted of a violation of this Chapter~~Ordinance~~ shall pay the costs of prosecution.

SECTION 2. Effective Date. This Ordinance shall be in full force and effect upon its passage.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

October 22, 2026

ORDINANCE NO. 2026-567

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE 2026-566

AN ORDINANCE AMENDING THE TEXT OF CHAPTER 70 OF THE CORCORAN CITY CODE RELATED TO TRAFFIC RULES

THE CITY OF CORCORAN ORDAINS:

The text of Chapter 70 “Traffic Rules” of the Corcoran City Code is hereby amended to prohibit the operator of any vehicle to use an engine brake that causes excessive noise, except in an emergency. The amendment also includes minor clerical updates.

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

VOTING AYE	VOTING NAY
☐ McKee, Tom	☐ McKee, Tom
☐ Friedrich, Michelle	☐ Friedrich, Michelle
☐ Lanterman, Mark	☐ Lanterman, Mark
☐ Nichols, Jeremy	☐ Nichols, Jeremy
☐ Vehrenkamp, Dean	☐ Vehrenkamp, Dean

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

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

Council Meeting: October 22, 2026	**Prepared By:** Matt Gottschalk, Director of Public Safety
Topic: Ordinance Amendment Regulating E-Bikes, E-Motos, and E-Scooters	**Action Required:** Adoption

Summary
Staff was directed by Council to draft an ordinance regulating e-bikes, e-motos, and e-scooters. Staff worked with the City Attorney to create a draft of an amended Corcoran City Code Chapter 72 Recreational Vehicles ordinance to include the regulation of those vehicles. Staff recommends this approach in order to provide consistency in the treatment of all recreational vehicles in the City. The State of Minnesota also provides some regulation of these vehicles under Minnesota State Statutes 169.011 (Definitions), 169.222, 169.223, 169.225, 169.974, and mulitple places in Chapter 84 related to off-highway and recreational vehicles.

Staff requested feedback from council members on the draft language in July and received feedback for consideration of increasing helmet requirements and potentially adding additional vehicle licensing requirements. These items should be considered for discussion by Council.

Staff is requesting that the Council review the attached draft ordinance. The Council may elect to adopt the ordinance as drafted, provide specific modifications to the draft and adopt it as amended, or provide staff with direction for modifications to the ordinance so that a new draft may be brought back to Council for adoption on a later date.

Financial/Budget
Ordinance amendment will result in staff time, legal consultant time, and publication costs.

Options
1. Adopt Ordinance 2026-568 amending the text of Chapter 72 as proposed and summary ordinance 2026-569 for publication.
2. Adopt Ordinance 2026-568 amending the text of Chapter 72 as amended by Council and summary ordinance 2026-569 for publication.
3. Provide staff with direction for modifications and bring back for adoption at a later date.
4. Provide staff with other direction.

Recommendation
1. Adopt Ordinance 2026-568 amending the text of Chapter 72 as proposed and summary ordinance 2026-569 for publication.

Council Action
Adopt ordinance 2026-568 amending the text of Chapter 72 of the Corcoran City Code and summary ordinance 2026-569 for publication.

Attachments
1. 2026-568 Amending the Text of Chapter 72.pdf
2. 2026-569 Summary Ordinance Amending the Text of Chapter 72.pdf

ORDINANCE NO. 2026-568

Motion By:
Seconded By:

CITY OF CORCORAN

AN ORDINANCE AMENDING THE TEXT OF CHAPTER 72 OF THE CORCORAN CITY CODE RELATED TO RECREATIONAL VEHICLES

THE CITY OF CORCORAN ORDAINS:

SECTION 1. Amendment of the City Code. The text of Chapter 72. "Recreational Vehicles" of the Corcoran City Code is hereby amended by deleting the ~~stricken~~ material and adding the underlined material as follows:

CHAPTER 72: RECREATIONAL VEHICLES

Sec. 72.10 – Purpose and Authority
Sec. 72.11 – Definitions
Sec. 72.12 – Recreational Vehicles General Operational Regulations
Sec. 72.13 – Recreational Vehicles Specific Limitations
Sec. 72.14 – Snowmobile Specific Limitations
Sec. 72.15 – Snowmobile Clubs and Organizations
Sec. 72.16 – Off-Highway Motorcycles, Mini-Bikes, and Go-Carts Specific Limitations.
Sec. 72.17 – Operator Qualifications
Sec. 72.18 – Exemptions
Sec. 72.19 – Permit Fee
Sec. 72.20 – Penalty
Sec. 72.21 – Severability

72.10: PURPOSE AND AUTHORITY.

1) The purpose of this article is to provide reasonable regulations for the use of recreational vehicles on public and private property in the city. This article in not intended to allow what the Minnesota state statutes expressly prohibit. It is intended to prevent public nuisance.

2) Section 84.87, Subdivision 3 of the Minnesota State Statutes states that a city, acting through its City Council, may regulate the operation of snowmobiles on public lands, waters, and property under the city's jurisdiction and on streets and highways within its boundaries by resolution or ordinance of the governing body and by giving appropriate notice, provided such regulations are not inconsistent with the provisions of sections 84.81 to 84.88 of the Minnesota State Statutes.

3) Section 84.928, Subdivision 6 of the Minnesota State Statutes states that a city, acting through its City Council, may regulate the operation of all-terrain vehicles on public

lands, waters, and property under the city's jurisdiction and on streets and highways within its boundaries by resolution or ordinance of the governing body and by giving appropriate notice, provided such regulations are not inconsistent with the provisions of sections 84.92 to 84.928 and the rules adopted under section 84.924 of the Minnesota State Statutes.

72.11: DEFINITIONS.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ALL-TERRAIN VEHICLE (ATV) means a motorized flotation-tired vehicle of not less than three but not more than six low-pressure tires with a total dry weight of less than 2,000 pounds and a total width from outside of tire rim to outside of tire rim that is 65 inches or less. It includes Class 1 (width 50 inches or less) and Class 2 (width greater than 50 inches but not more than 65 inches) ATVs as per Minnesota State Statute.

BOULEVARD means that portion of the street or highway between the roadway and private property.

DESIGNATED TRAIL means a clearly marked route for recreational vehicles to follow.

ELECTRIC-ASSISTED BICYCLE* or *E-BIKE A bicycle equipped with fully operable pedals and an electric motor of 750 watts or less, and which meets the definition of an electric-assisted bicycle under Minnesota law. Electric-assisted bicycles are classified as follows: Class 1, a bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour; Class 2, a bicycle equipped with a motor that may be used exclusively to propel the bicycle and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour; Class 3, a bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour.

ELECTRIC MOTORCYCLE or E-MOTO An electric-powered motorized device exceeding e-bike classifications or an electric-powered scooter which exceeds e-scooter classifications; treated as a motor vehicle.

ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE* or *EPAMD A self-balancing device with two non-tandem wheels designed to transport only one person and powered by an electric propulsion system with an average power output of not more than 750 watts, and which is incapable of achieving a maximum speed on a paved, level surface in excess of 15 miles per hour.

ELECTRIC SCOOTER* or *E-SCOOTER A device with two or more wheels, handlebars, a floorboard designed to be stood upon while riding, and powered by an electric motor of 750 watts or less, that is designed to transport one person. An electric

scooter may be equipped with human propulsion and is intended for operation on sidewalks, bicycle paths, trails, or roadways, as permitted by law. An electric scooter does not include an e-bike, e-moto, or mobility device used by a person with a disability requiring movement assistance.

ESTABLISHED RIDING AREA shall mean a trail, course, track, or area on a lot the surface of which has been altered due to or in contemplation of repetitive operation of recreational vehicles over the same.

GO-CART means a low, four-wheeled motorized device with an open or closed frame designed and used for off-street operation only.

GOLF-CART means a passenger conveyance, electric or gasoline motor powered vehicle, with four low pressure tires and an engine displacement not exceeding 800 cubic centimeters and a total dry weight not exceeding 800 pounds.

MINI-BIKE means a small, two-wheeled motorized device designed for off-street operation. Mini-bikes may include miniature motorcycles and do not qualify as a moped, motorcycle, ATV, e-bike, EPAMD, or E-scooter ~~or an ATV~~.

OFF-HIGHWAY MOTORCYCLE (OHM) means vehicles traveling on two wheels with a seat to be straddled by the operator with handlebars for steering control. OHMs may include some mini-bikes.

OPERATE means to ride in or on and control the operation of a recreational vehicle.

OPERATOR means every person who operates or is in actual physical control of a recreational vehicle.

PUBLIC PROPERTY means property that may be used by the public, subject to reasonable regulation by a governmental body. Such property includes city parks, city parking lots and public school parking lots and grounds.

PUBLIC ROAD RIGHT-OF-WAY means the entire right of way of a roadway that is controlled by a public entity, including the traveled portions, banks, ditches, shoulders, medians, and other adjacent areas dedicated for public use.

RECREATIONAL VEHICLE means all-terrain vehicles, utility task vehicles, golf carts, snowmobiles, off-highway motorcycles, mini-bikes, go-carts, e-motos, e-bikes, EPAMDs, E-scooters and other motorized vehicles~~,~~ that by their use fit this definition.

ROADWAY means that portion of a street or highway improved, designed or ordinarily used for vehicular travel but not including the boulevard. For the purposes of this article, roadways not dedicated for public use and not maintained by the city are not included within this definition.

SEMI-PUBLIC PROPERTY means private property generally open for use by the public but not owned or maintained by a governmental body. Such property includes without limitation: church property, shopping center property and other property generally used by patrons of a commercial or private business establishment.

SNOWMOBILE means a self-propelled vehicle designed for travel on snow or ice steered by skis or runners.

STREET OR HIGHWAY means the entire width between boundary lines of any way or place when any part thereof is open to the use of the public, as a matter of right, for the purpose of vehicular traffic (includes the right-of-way or boulevard). For the purposes of this article, streets or highways not dedicated for public use and not maintained by the city are not included within this definition.

UTILITY TASK VEHICLE means a side-by-side, four wheeled vehicle propelled by an internal combustion engine with a piston displacement capacity of 1,200 cubic centimeters or less and has a total dry weight of 1,800 but less than 2,600 pounds.

72.12: RECREATIONAL VEHICLES GENERAL OPERATION REGULATIONS.

A) RECREATIONAL VEHICLES, EXCEPTING E-BIKES, EPAMDs, and E-SCOOTERS AS DEFINED ABOVE, MAY NOT BE OPERATED IN THE FOLLOWING AREAS OF THE CITY:

~~A.~~1) On or adjacent to sidewalks, bike trails, or pedestrian trails.

~~B.~~2) On private property by persons other than the owner, or by anyone on semi-public or public property, unless permission is clearly visible and posted by the owner or person(s) in lawful control of the property, indicating the types of recreational vehicles allowed, subject to the provisions of this ordinance.

~~C.~~3) Within a city parking ramp.

~~D.~~4) Within the boulevard of a city roadway.

~~E.~~5) On county or state highways.

~~F.~~6) Within a county or state highway right-of-way except as allowed in the specific limitations listed in this ordinance.

~~G.~~7) Within a county or state highway right-of-way from April 1 to August 1 as part of Minnesota's Agricultural Zone.

8) On any area posted that recreation vehicles are not allowed. These may be general or specific to the type of recreational vehicle regulated. It is unlawful to remove signs or fences installed by the property owner or person in lawful control of the property.

B) E-BIKES, EPAMDs, and E-SCOOTERS SPECIAL OPERATION REQUIREMENTS:

1) E-bikes, EPAMDs, and E-scooters may be not be operated on or adjacent to sidewalks, bike trails, or pedestrian trails at speeds in excess of 15 miles per hour.

2) E-bikes, EPAMDs, and E-scooters may not be operated by persons under the age of 18 years on any city roadway, sidewalk, bike trail, or pedestrian trail unless the operator is wearing a helmet.

~~H.~~3) E-bikes, EPAMDs, and E-scooters must be operated in compliance with all applicable requirements of Section 72.13, Minn. Stat. 169.222, as it may be amended from time to time, and all other applicable state law requirements.

72.13: RECREATIONAL VEHICLES SPECIFIC LIMITATIONS.

1) Recreational vehicles may not operate with a greater number of passengers than the vehicle is designed to carry.

2) No person shall operate a recreational vehicle in any place in a careless, reckless, or negligent manner so as to endanger the person or property of another or cause injury or damage thereto.

3) No person shall operate a recreational vehicle so as to create a loud, unnecessary or unusual noise that would disturb, annoy or interfere with the peace, safety and general welfare of others.

4) All recreational vehicles must have a factory approved exhaust. Mufflers may not be altered to increase motor noise, or have a cut-out bypass, or similar device. No exhaust system shall emit a loud, sharp popping or crackling sound.

5) Use of recreational vehicles on any single property shall not exceed four hours in any 24-hour period. ATVs and Utility Task Vehicles engaged in property maintenance or agricultural purposes are exempt from this restriction.

6) The operation of recreational vehicles on an Established Riding Area on a lot or parcel of land of less than two (2) acres in size requires written consent from the property owners and all occupied residences within a 250' radius of all property lines.

7) Off-road hours of operation of ATVs, Utility Task Vehicles, off-highway motorcycles, go-carts, and mini-bikes shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m. on Monday through Friday, and 10:00 p.m. and 9:00 a.m. on weekends and federal

holidays. ATVs and Utility Task Vehicles engaged in property maintenance or agricultural purposes are exempt from this restriction.

8) Snowmobiles may not be operated off the operator's property or the property of another on which the operator has been given specific, written permission to operate a snowmobile from April 2 to November 30. Hours of operation of snowmobiles throughout the year shall be prohibited between the hours of 1:00 a.m. and 7:00 a.m., except on a recognized trail or county road right-of-way. Snowmobile operation within the Metropolitan Urban Service Area (MUSA), as defined by the most recently adopted City of Corcoran Comprehensive plan, or amended plan, is prohibited from 10:00 p.m. to 7:00 a.m. on Monday through Friday, and 10:00 p.m. and 9:00 a.m. on weekends and federal holidays. Snowmobiles traveling to or from home using the most direct route to or from a recognized trail or county road right-of-way are exempt from these time restrictions.

9) It is unlawful to intentionally chase, run over, or to kill any animal, wild or domestic, with a recreation vehicle.

10) It is unlawful to intentionally operate a recreational vehicle on either primary or secondary septic sites.

11) A direct crossing of a street, roadway, county or state highway is prohibited when operating a recreational vehicle unless the operator complies with all of the following:

    a) The driver yields the right-of-way to all oncoming traffic that constitutes an immediate hazard.

    b) In the case of a divided highway, the crossing shall be made only at an intersection of the highway with another street or road.

    c) The crossing is made at an angle of approximately 90 degrees to the roadway at a place where no obstruction prevents a quick and safe crossing or blocks the view of oncoming traffic for 300 feet.

    d) The vehicle is brought to a complete stop before crossing the shoulder or entering upon the traveled portion of the street, road or highway.

    e) If the crossing is made during the period of one-half hour after sunset to one-half hour before sunrise or in conditions of reduced visibility, the front and rear lights of the vehicle are operational and illuminated.

12) Operation of off-highway motorcycles, mini-bikes, e-motos, and go-carts on public property or in the public right of way is prohibited.

13) Recreational vehicles may be operated in the following areas of the City under these conditions, and subject to the limitations of section 72.16 of this ordinance:

a) On the owner's property or the property of another with written permission, subject to the provisions of this ordinance.

b) On privately owned property if the property owner has posted a clearly visible notice indicating "ATVs allowed," "utility task vehicles allowed," "snowmobiles allowed," "golf carts allowed," or words substantially similar. Only those types of recreational vehicles which are specifically authorized by such notice shall be permitted on the applicable privately owned property. Such postings shall only permit use on the property on which the notice is posted.

c) On public or semi-public property only where there is clearly visible notice indicating "ATVs allowed," "utility task vehicles allowed," "snowmobiles allowed," "golf carts allowed," "e-motos allowed," or words substantially similar. Only those types of recreational vehicles which are specifically authorized by such notice shall be permitted on the applicable public or semi-public property. Such postings shall only permit use on the property on which the notice is posted.

d) Golf Carts, ATVs, e-motos, and utility task vehicles which have been issued and maintain a valid on-road permit may be operated on all city roadways pursuant to state law, this ordinance, and the terms of the valid permit.

14) Golf Cart, ATV, e-moto, or utility task vehicle on-road permits.

a) A permit application containing the following information must be submitted to the city's police department, prior to receiving an on-road permit.

1. Applicant name, address, and telephone number.

2. Registered owner name, address, and telephone number.

3. Make, model, vehicle identification number of the golf cart, ATV, e-moto, or utility task vehicle.

4. Proof of ownership of the vehicle to be registered or written consent from the registered owner to register the vehicle.

5. Proof of liability insurance for the vehicle.

6. DNR registration number and class description (ATV and utility task vehicles only).

7. Payment in accordance with the city fee schedule. Payments shall be non-refundable.

b) On-road permit applicants must be residents of Corcoran and applicants may only register vehicles owned by the applicant or by a member of the applicant's household.

c) An on-road permit application may be denied for failure to completely and accurately provide the permitting requirements set forth within this ordinance, prior violations of this ordinance, or other substantial traffic violations by the applicant or registered owner. Any denial may be appealed to the city council by providing a request for appeal in writing to the Corcoran City Administrator within 14 days of the final decision on the permit. Failure to provide timely notice of a request for appeal shall be deemed a waiver of an appeal of the permitting decision. Any applicant who is denied an on-road permit pursuant to this paragraph shall be ineligible for an on-road permit from the City for a period of six (6) months from the date of a final decision on the permit.

d) A granted on-road permit will be valid for the term set forth in the permit, subject to any revocation thereof, and shall not exceed a maximum term of three years.

e) On-road permits must be affixed to the front center handlebar, lower center windshield area, or other location visible from the front center of the recreational vehicle.

f) Scooters, mopeds, off-highway motorcycles, go-carts, and mini-bikes are not eligible for on-road permits.

g) An on-road permit may be revoked for a violation of any provision of this ordinance after due investigation by the city's police department and final determination by the police chief or the chief's designee. Any revocation may be appealed to the city council by providing a request for appeal in writing to the Corcoran City Administrator within 14 days of the final decision to revoke the permit. Failure to provide timely notice of a request for appeal shall be deemed a waiver of an appeal of the decision to revoke. The revocation will remain in force until the appeal process has been completed. No permit fees will be refunded in the event of a permit revocation. A permit holder who has an on-road permit revoked shall be ineligible to apply for a new on-road permit for a period of six (6) months from the date of the revocation.

15) Golf carts, ATVs, e-motos, and utility task vehicles may be operated on all city roadways with a valid city on-road permit as allowed by Minnesota State Statute, this ordinance, and the terms of the permit, however, such permit does not validate use on county or state highways. Permitted golf cart, ATV, e-moto, and utility task vehicle operation shall be subject to the terms of the permit and the following:

a) Every person operating a golf cart, ATV, e-moto, or utility task vehicle on a roadway must be 18 years of age or older.

b) Every person operating a golf cart, ATV, e-moto, or utility task vehicle on a roadway must have a valid Minnesota driver's license or a driver's license with appropriate reciprocity to operate a motor vehicle on Minnesota roadways.

c) Every person operating a golf cart, ATV, e-moto, or utility task vehicle on a roadway must abide by all speed limits and follow all applicable posted traffic signs.

d) Every person operating a golf cart, ATV, e-moto, or utility task vehicle on a roadway has the rights and duties applicable to the driver of any other vehicle under the provisions of Minn. Stats. Chapters 169 and 84, as they may be amended from time to time, except those provisions that cannot be reasonably applied.

e) Every operator/owner of a golf cart, ATV, e-moto, or utility task vehicle must possess and provide, upon lawful demand, proof of insurance complying with Minn. Stats. § 65B.48, subd 5.

f) All golf cart, ATV, e-moto, or utility task vehicles operated on a roadway after sunset, before sunrise, or in inclement weather, must display an illuminated headlight, an illuminated taillight, and a working brake light.

g) Golf carts operated on the roadway shall be required to have an operable horn and a prominently displayed slow moving vehicle emblem.

72.14: SNOWMOBILE SPECIFIC LIMITATIONS.

1) General Limitations.

a) As regulated by and subject to state law, snowmobiles may operate in a city, county, or state roadway right-of-way.

b) No person shall operate a snowmobile on any public or semi-public land including, but not limited to, the school grounds, park property, playgrounds, recreational areas, golf courses, church properties, and cemeteries.

c) Snowmobiles may not be operated in the designated non-use areas except as follows:

1. Loading and unloading of snowmobiles in parking lots.

2. On any clearly marked and designated trail.

d) No person shall operate a snowmobile on any public trail system unless said trail system is clearly identified by proper signage and maintained by a recognized snowmobile club or other organization registered with the City.

e) From April 2 to November 30, snowmobiles may not be operated off the operator's property or the property of another on which the operator has been given specific, written permission to operate a snowmobile. From December 1 to April 1, snowmobiles may not be operated off the operator's property or the property of another on which the operator has been given specific, written permission to operate a snowmobile, unless there is a minimum of six inches of snow cover on the ground. In the event an operator is operating a snowmobile on private property pursuant to written authorization, the operator shall keep such authorization in the operator's immediate possession at all times during operation and provide it to City representatives upon lawful demand.

f) No person shall operate a snowmobile at a rate of speed greater than is reasonable or proper under all of the surrounding circumstances, not to exceed 30 miles per hour in any road right-of way or greater than 50 miles per hour on any designated trail system. No person shall operate a snowmobile so as to tow any person or thing in an unsafe manner or at a speed greater than 10 mph.

g) A snowmobile may operate on the inside slope of the ditch or the shoulder of a city road only to circumvent an obstruction in the road ditch. The snowmobile must return to the outside slope of the ditch immediately after passing the obstruction.

h) A snowmobile may be operated upon a public street or highway only in an emergency during the period of time when and at locations where snow upon the roadway renders travel by automobile impossible.

i) No person shall operate a snowmobile within 100 feet of any designated sliding area, or where the operation would conflict with the lawful use of the property or would endanger other persons or property.

2) Equipment.

a) It is unlawful for any person to operate a snowmobile within the City of Corcoran unless it is equipped with the following:

1. Brakes adequate to control the movement of and to stop and hold the snowmobile under any condition of operation.

2. A safety, or so-called "dead man" throttle in operating condition, so that when pressure is removed from the accelerator or throttle, the motor is disengaged from the drive track.

3. Headlights, taillights, and brake lights consistent with the regulations used by the Minnesota Department of Natural Resources.

4. Reflective material of at least 16 square inches on each side forward of the handlebar, so as to reflect a beam of light at a ninety-degree angle.

5. Any sled, trailer, or other device being towed by a snowmobile must be equipped with reflective materials as required by the commissioner.

72.15: SNOWMOBILE CLUBS AND ORGANIZATIONS.

Any club or organization wishing to construct or develop a trail system within the City of Corcoran for snowmobile use, must register the name of the club or organization with the City Administrative Services Director, and list the names, addresses and phone numbers of the club's contact persons, along with a map of the trail system.

72.16: ESTABLISHED RIDING AREA SPECIFIC LIMITATIONS.

1) General Limitations.

a) An Established Riding Area for recreational vehicles shall not be located within a two hundred fifty feet (250') radius of any building occupied by humans or livestock, unless written permission is granted by all landowners within the 250' radius.

b) Any unvegetated Established Riding Area the dust from which adversely affects any neighboring property must be watered down, before, during, and after usage as needed to limit dust.

c) Dust and noise control measures are to be maintained by the property owner or occupant. These dust and noise control measures may be enforced by the City if other properties are adversely affected by dust and noise due to recreational vehicle use. The adversely affected property owners must file a written complaint with the City with enough information to permit a meaningful investigation by the City.

1. After its investigation, the City may require mitigation measures be taken by a property owner prior to permitting further recreational vehicle operation on Established Riding Areas on the property. These mitigation measures may include, but are not limited to, the planting of twelve foot (12') high coniferous trees planted ten feet (10') on center, or the construction of a six foot (6) minimum board on board style fence, as

approved by the City. A mandate of mitigation measures does not eliminate a property owner's permitting obligations pursuant to City Code.

d) At any one time, no more than four (4) recreational vehicle operators who are not the owner or a household member of the owner, may operate a recreational vehicle on the property. All operators who are not the owner or a member of the owner's household must possess, and immediately produce upon lawful demand, written permission to use the established riding area.

e) Operation of a recreational vehicle on an Established Riding Area must cease for a minimum of one (1) hour after every two hours of operation.

72.17: OPERATOR QUALIFICATIONS.

1) Snowmobile operator qualifications.

a) No person under 14 years of age shall operate a snowmobile alone within the City of Corcoran except on property owned or occupied by a relative or legal guardian.

b) A person 14 years of age or older but less than 18 years of age may operate a snowmobile within the City of Corcoran only if they have in their immediate possession proof of a valid snowmobile safety certificate issued by the Commissioner of Conservation as provided by Minnesota Statute 1969, Section 84.96.

c) It is unlawful for the owner of a snowmobile to permit the snowmobile to be operated contrary to the provisions of this section.

2) ATV and utility task vehicle operator qualifications.

a) No person under the age of sixteen (16) years of age shall operate on streets or the roadway surface of highways or make a direct crossing of a trunk, county state-aid, county highway, or city street as the operator of an ATV, e-moto, or utility task vehicle. A person sixteen (16) years of age or older, but less than eighteen (18) years of age, may operate an ATV, e-moto, or utility task vehicle as permitted under this section, only if he/she has in possession proof of a safety certificate issued by the commissioner as provided by Minn. Stat. 84.872 and is obeying all applicable ordinances and state laws.

b) A person born after July 1, 1987 operating an ATV or utility task vehicle must possess a MN DNR ATV safety certificate.

c) It is unlawful for the owner of an ATV, e-moto, or utility task vehicle to permit the vehicle to be operated contrary to the provisions of this section.

72.18: EXEMPTIONS.

The following uses are exempt from this Ordinance:

1) Any agent or employee of any governmental body, public safety agency, or road authority in conducting official business.

2) Any organized track-racing event that is required to be registered with the DNR, and which receives the applicable DNR approval.

72.19: PERMIT FEE.

The permit fee for a Recreational Vehicle required by this section shall be set by council in the city fee schedule, as may be amended from time to time.

72.20: PENALTY.

Any operator of a recreational vehicle, and/or any owner or person in lawful control of a recreational vehicle or real property within the City of Corcoran who violates or allows any violation of this ordinance shall be subject the penalties below.

1) The first violation of this chapter shall constitute a petty misdemeanor. Every person convicted of a petty misdemeanor violation of the provisions of this Ordinance shall be punished by a fine of not more than $300 plus any applicable surcharges.

2) Any 2nd violation within 2 years of a violation of this ordinance, and each subsequent violation within a 2-year period, shall constitute a misdemeanor. Every person convicted of a misdemeanor violation of the provisions of this Ordinance shall be punished by a fine of not more than $1000 plus any applicable surcharges or by imprisonment of not more than 90 days or both, but in either case the cost of prosecution may be added.

72.21: SEVERABILITY.

Should any section, subdivision, clause or other provision of this Ordinance be held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part held to be invalid.

SECTION 2. Effective Date. This Ordinance shall be in full force and effect upon its passage.

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

City of Corcoran
County of Hennepin
State of Minnesota

October 22, 2026

ORDINANCE NO. 2026-569

Motion By:
Seconded By:

CITY OF CORCORAN

SUMMARY OF ORDINANCE 2026-568

AN ORDINANCE AMENDING THE TEXT OF CHAPTER 72 OF THE CORCORAN CITY CODE RELATED TO RECREATIONAL VEHICLES

THE CITY OF CORCORAN ORDAINS:

The text of Chapter 72 “Recreational Vehicles” of the Corcoran City Code is hereby amended to regulate the use of Electric-Assisted Bicycles, Electric Motorcycles, Electric Personal Assistive Mobility Devices, and Electric Scooters.

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

VOTING AYE	**VOTING NAY**
☐ **McKee, Tom**	☐ **McKee, Tom**
☐ **Friedrich, Michelle**	☐ **Friedrich, Michelle**
☐ **Lanterman, Mark**	☐ **Lanterman, Mark**
☐ **Nichols, Jeremy**	☐ **Nichols, Jeremy**
☐ **Vehrenkamp, Dean**	☐ **Vehrenkamp, Dean**

Whereupon, said Ordinance is hereby declared adopted on this 22nd day of October 2026.

_____
Tom McKee – Mayor

City Seal

ATTEST:

_____
Debra Johnson – City Clerk

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

Council Meeting: October 22, 2026	**Prepared By:** Nalisha Williams, Assistant City Administrator
Topic: City Administrator Draft Performance Evaluation Survey	**Action Required:** Approval

Summary
At the June 3, 2026 City Council Special Meeting, the City Council approved the proposal from Local Government ReEnvisioned to facilitate the 2026 City Administrator review process.

Over the last couple of weeks, the consultant has met with City Council members to compile feedback and develop a new City Administrator evaluation survey. The draft evaluation survey is included in the packet for review. The consultant will attend the October 22, 2026 City Council meeting to answer questions and receive feedback from the City Council regarding the draft evaluation survey.

Tentative Timeline for City Administrator Review Process

- City Council approve draft performance evaluation survey - October 22, 2026
- Survey sent to City Council and staff - October 28, 2026
- Survey closes - November 2, 2026
- Performance Evaluation Presentation to City Council (Closed Session) - November 23, 2026

Financial/Budget
The cost of the Local Government ReEnvisioned proposal is $7,000 and would be funded from the City Administrator Professional Services budget.

Options
Provide the consultant with direction and approve the draft performance evaluation survey.

Recommendation
Provide the consultant with direction and approve the draft performance evaluation survey.

Council Action

Attachments
1. LocalGovernmentReEnvisioned Proposal.pdf
2. City Administrator Evaluation Criteria.pdf
3. Draft Corcoran Performance Evaluation Survey.pdf

LOCAL GOVERNMENT
REENVISIONED

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LocalGovernmentReEnvisioned.com

Nalisha Williams
City of Corcoran
8200 County Road 116
Corcoran, MN 55340

May 26, 2026

RE: City Administrator Performance Evaluation Facilitation

Dear Nalisha,

Thank you for reaching out to discuss facilitating the city administrator's performance evaluation in November 2026. We offer a full-service performance evaluation that can be tailored to meet the needs and desires of the city. I have included with this proposal information covering the full suite of services offered for performance evaluations for your information. Based on our discussion I would propose the following services.

1. **One-on-One Meetings.** One-on-one meetings with council members and administration to discuss key skills and traits. The previous evaluation and any goals set in 2025 will be used as the baseline for the discussions.

2. **Performance Evaluation Survey.** A survey will be created based on the discussions and sent to council members, department heads, and designated staff to provide feedback.

3. **Report Development.** The feedback from the surveys and council meetings will be consolidated into a report.

4. **City Administrator Review Meeting.** I will meet with the city administrator to review the report providing time to reflect on the feedback and provide personal and meaningful takeaways and insights and develop a focus/goal for the next year.

5. **Facilitated Review Meeting and Goal Setting.** Facilitate the discussion of the performance review feedback at a council meeting and assist with the establishment of goals for the following year.

Costs
The proposed services will be provided a flat fee of $7000. Actual costs incurred in the work will be billed. Mileage will be billed at the federal IRS rate.

I would be happy to meet with you to discuss the proposal and answer any questions you may have.

Sincerely,

Cathy Reynolds

City Administrator Evaluation Criteria

Personal and Professional Integrity
Being Fair, honest, and ethical in all personal and professional relationships and activities

- Ethical behavior modeled and promoted throughout organization
- Conduct professional relationships and activities fairly, honestly, ethically
- Hold staff accountable and instills accountability into operations
- Communicates ethical standards and guidelines to other

Community Engagement
Ensuring and managing community involvement in local government to support good decision making

- Builds relationships amongst local, state, and federal officials
- Ensure public outreach in policy making process
- Understanding perspective of elected officials and is mindful of competing public values in policy recommendations
- Engages with key stakeholders and community members, committed to ongoing communication about expectations, decisions, outcomes
- Employs a range of engagement, positive communication, and conflict resolution methods

Equity and Inclusion
Creating an environment of involvement, respect, and connection of diverse ideas, backgrounds, and talents throughout the organization and community.

- Brings everyone into processes, activities, and decision making
- Create opportunities for employees and community members to learn about each other's backgrounds, lives, and interests; building relationships through increased understanding
- Taking a proactive approach to service delivery and decision making that accounts for underlying differences in opportunities, burdens, and needs, in order to equitably improve the quality of life for all

Staff Effectiveness
Taking responsibility for the development, performance, and success of employes throughout the organization

- Energizing the team to reach a higher level of performance.
- Providing the team with a sense of direction and purpose and balancing the big picture framework with day-to-day operations.
- Being a role model and demonstrating behavior expected of others.
- Developing an environment where staff are encouraged to learn new skills and try new ideas
- Setting clear expectations for the organization and work groups.
- Creating an empowering work environment that encourages responsibility and decision making at all organizational levels.
- Delegating: assigning responsibility to others and relying on staff.
- Coaching and mentoring: providing direction, support, and feedback to enable others to meet their full potential.

Personal Resiliency and Development
Demonstrating a commitment to a balanced life through ongoing self-renewal and development in order to increase personal capacity

- Modeling healthy work habits and lifestyle for employees.
- Actively encouraging a personal and professional growth and development mindset throughout the organization.
- Seeking and providing support when career setbacks occur.
- Continually practicing mindfulness of your stress levels.
- Identifying areas where you would like to gain knowledge or skills and developing a plan to acquire those skills and knowledge

Strategic Leadership
Defining and communicating a vision and leveraging all resources and tools to achieve it

- Examining the full scope of factors that influence an issue, determining calculated risks, and developing and using relationships and interpersonal skills to build consensus. Implementing integrated solutions to complex problems that address the needs of all stakeholders.
- Creating new and innovative strategies to deal with rapid change by assessing the environment, synthesizing strategies and plans, ensuring organizational direction and alignment, generating excitement in the workforce, and celebrating new ideas.
- Thinking and acting to instill a culture of continuous improvement; moving the organization forward through consistent examination of methods and integration of new and innovative business trends.
- Sharing, supporting, and advocating the organization's mission and vision by developing and communicating the vision to staff and others.
- Providing resources and training to support creative innovation and problem-solving and seeking opportunities for improvement as well as new initiatives.

Strategic Planning
Developing a plan of action that brings the community together, provides clarity of purpose and priorities, and guides the organization's activities in achieving its goals and objectives.

- Ensuring the organization is focused on the core mission, plans are implemented, and resources are available to achieve the plan's goals and objectives.
- Making sure that the planning process is highly participative, involves all levels of the organization, has strong support from the elected officials and the community, and coalesces everyone around the plan.
- Carrying out the planning process incorporating the needs of all stakeholders, including input from the community, elected officials, and staff.
- Ensuring that organizational values are incorporated into strategy and plans at all levels.
- Determining goals and key strategic objectives and indicators.
- Completing a strategic planning document, Implementing the strategic plan.
- Assessing the results of the planning effort through data collection and measurement and benchmarking of performance.
- Ensuring necessary improvements to processes and systems so that attainment of goals and objectives is possible.

Policy Facilitation and Implementation
Engaging with elected officials and other community stakeholders to create and execute policies that achieve common goals and objectives.

- Assessing the environment to determine the best approach or style for championing a project to success
- Maintaining perspective and focus on both short- and long-term outcomes
- Knowing when to lead others and when to follow the lead of others. Accepting and implementing elected officials' decisions that run counter to your recommendations
- Being politically savvy: recognizing and navigating relationships to influence and achieve positive results
- Helping elected officials develop a policy agenda that can be implemented effectively and that serves the best interests of the community
- Communicating sound information and recommendations Developing fact sheets, issue briefs, and other materials to provide information to decision makers and other stakeholders

- Participating in national, state, provincial, regional, and local policy discussions.

Community and Resident Service
Discerning community needs and providing responsive, equitable services

- Convening, encouraging, and ensuring that all facets of the community are represented and have physical or technological access to engage in and be informed about community discussions and issues
- Celebrating participation and engagement of the community
- Building a culture of transparency throughout the organization
- Making difficult funding recommendations and building consensus when needed, taking service equity into consideration
- Understanding that different approaches are needed to account for different needs.
- Employing various communication methods, including social media, to ensure transparency and to tell the story of local government services and performance

Service Delivery
Understanding the basic principles of service delivery, using strategic decision making and continuous improvement to serve the organization and community, and influencing the components and relationships between operational areas.

- Anticipating the probability and impact of external influences on the organization, community, and individual service levels; initiating change to harness positive impacts and mitigate negative impacts
- Identifying strategic decisions required to pivot current resources and policies to achieve a desired future state
- Building a culture that values high performance and continuous improvement.
- Identifying the interconnectivity within the organization and with other levels of government—horizontal integration and collaboration—to create opportunities to improve service or efficiency

Technological Literacy
Demonstrating an understanding of information technology and ensuring that it is incorporated appropriately in service delivery, information sharing, and public access

- Remaining future oriented to anticipate how new developments in technology can be applied to local government
- Being a change agent, role model, and advocate for technology innovation that improves the organization and community
- Identifying the organization's technology needs and devising strategic plans to meet those needs
- Ensuring security of information technology systems
- Continually exploring work process and process improvements; automating only effective processes.

Financial Management and Budgeting
Implementing long-term financial analysis and planning that integrates strategic planning and reflects a community's values and priorities; preparing and administering the budget

- Supporting transparency in financial planning and budget development
- Building financial resiliency by analyzing risk, anticipating future trends and challenges, and planning for the unexpected
- Using the budget to tell a story and as a vehicle to connect with and inform the community
- Understanding the community and governing body's priorities and advancing them through the budget and short- and long-term financial planning and management

- Communicating and working collaboratively with departments and stakeholders throughout the budget process and through ongoing financial management
- Implementing short- and long-term financial analysis and planning
- Preparing accurate and understandable capital and operating budgets
- Providing information for effective budget and financial planning decisions by elected officials and other stakeholders
- Administering the adopted budget and ensuring accountability for spending

Human Resources
Ensuring that the policies and procedures of the organization are applied consistently and fairly, and motivating and engaging the workforce to its highest potential

- Encouraging each employee to be focused on personal growth; proactively providing professional and leadership development opportunities for staff
- Modeling the organization's values
- Building a culture of trust and inclusiveness in which employees understand the big picture and how their positions fit within it
- Forecasting the needs of the workforce and institutionalizing succession planning.
- Understanding the organization's policies and procedures, making sure that they remain current, and ensuring that they are applied consistently
- Providing for continuous education and improvement, including coaching, mentoring, and access to professional and leadership development
- Recruiting, retaining, and developing a talented workforce
- Aligning the organization's human capital with the strategic objectives of the governing body.

Communications and Information Sharing
Effectively facilitating the flow of ideas, information, and understanding

- Practicing emotional intelligence, including understanding and managing your own and others' emotions and harnessing emotions to apply them to tasks like thinking and problem solving
- Using verbal and nonverbal communication and cues to inspire and motivate
- Effectively communicating with elected officials
- Maintaining poise and composure while presenting in emotionally charged and crisis situations
- Building a culture of transparency in the organization that facilitates effective information sharing across the entire organization and community
- Clearly and articulately conveying a message to diverse audiences who have different levels of understanding of the content
- Selecting the most effective communication methods and using interesting and compelling tools to share information, including story telling
- Communicating and sharing information respectfully, credibly, and confidently
- Communicating complex material in a nontechnical way
- Providing accurate information in a timely manner
- Training staff on how to appropriately and effectively communicate with various stakeholders, including traditional and social media, with one message and one voice, and in compliance with community protocols

Evaluation Survey

Survey Intro/Instructions
Thank you for taking the time to provide feedback on the performance of Jay Tobin, your City Administrator. Your input is important in helping him understand strengths, areas for improvement, and overall leadership effectiveness.

Please respond to each statement in the survey based on your observations and experience over the last 12 months, using the following rating scale. There are no "right" or "wrong" answers. Your honest feedback is valued.

All responses are confidential.

Rating Scale
Excellent: Almost always exceeds the performance standard/expectation.
Above Average: Generally, exceeds the performance standard/expectation.
Meets Expectations: Solid performance that generally meets performance standard/expectation.
Below Average: Usually does not meet performance standard/expectation.
Poor: Basic performance standard/expectation not met; need for significant improvement.

City Administrator Performance Evaluation – Survey for Council Members

City Council Relations

1. Maintains collaborative relationships with all council members
2. Keeps council informed and updated about key issues, in a timely and unbiased manner
3. Communicates sound information and recommendations to provide information to decision makers and other stakeholders.

Comments:

Strategic Planning and Leadership

1. Balances short-term needs with a long-term vision for the city.
2. Carrys out the planning process incorporating the needs of all stakeholders, including input from the community, elected officials, and staff.
3. Incorporates the heritage and culture of the community in planning and community development.

Comments:

Fiscal and Resource Management

1. Implements short- and long-term financial analysis and planning
2. Prepares accurate and understandable capital and operating budgets
3. Allocates resources in alignment with community needs and strategic priorities.

Comments:

Community Presence & Engagement

1. Builds rapport and positive relationships with residents, partners, and stakeholders
2. Employs a range of engagement, positive communication to ensure transparency and to tell the story of local government services and performance

3. Listens to various individuals and groups and brings that information into the formulation of positions and directions.

Comments:

Communications & Information Sharing

1. Communicates effectively in writing - clear, concise, professional, and actionable.
2. Listens actively and seeks to understand diverse perspectives.
3. Is approachable and accessible to council and the community.

Comments:

Thoughts, Ideas, and Feedback

1. What did the City Administrator do well this past year? What accomplishments had the most positive impact.
2. What do you see as the City Administrator's greatest strengths?
3. From your perspective, what would you like to see the City Administrator develop and/or improve upon in his leadership?
4. From your perspective, what should be the City Administrator's top three goals/targets for next year?

City Administrator Performance Evaluation - Survey for Department Heads/Staff

Leadership and Team Development

1. Promotes and sustains a cohesive and aligned team.
2. Ensures the right people are in the right roles and supports succession planning.
3. Communicates vision and expectations clearly and effectively.
4. Serves as a role model and sets the tone for organizational culture through actions, communication, and presence.

Comments:

Strategic Planning and Operations

1. Leads and facilitates strategic planning and helps connect the city's strategic priorities to departments.
2. Ensures big-picture oversight while supporting departmental success.
3. Uses data in decision making and balances short and long-term perspective.
4. Holds departments accountable for financials.

Comments:

Communication & Collaboration

1. Communicates key updates, goals, and decisions in a timely manner.
2. Explains, educates, and sets context so department heads can make informed recommendations.
3. Approachable and accessible. Employees feel comfortable seeking support, coaching, and problem-solving.
4. Listens actively and values diverse perspectives.

Comments:

Service Delivery & Engagement

1. Builds a culture that values high performance, continuous improvement, and innovation.
2. Explores work process and process improvements to improve service delivery internally and externally to residents
3. Builds strong partnerships across council, staff, and the community.

Comments:

Thoughts, Ideas, and Feedback

1. What did the City Administrator do well this past year? What accomplishments had the most positive impact.
2. What do you see as the City Administrator's greatest strengths?
3. From your perspective, what would you like to see the City Administrator develop and/or improve upon in his leadership?

STAFF REPORT **Agenda Item: 13.a**

Council Meeting: October 22, 2026	**Prepared By:** Deb Johnson, City Clerk
Topic: 2026 City Council Schedule	**Action Required:** Information Only

Summary
2026 City Council Schedule

Council Action
Informational Only

Attachments
1. 2026 City Council Meeting Calendar as of 10.15.26.pdf

2026 CITY OF CORCORAN

January

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

February

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

March

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

April

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

May

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

June

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

July

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

August

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

September

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

October

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

November

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

December

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

Meetings

- Council
- Council Work Session
- Planning Commission
- Parks & Trails Commission
- City Holiday
- Alternative Meeting Dates
- Election Dates

Mayor

Tom McKee tmckee@corcoranmn.gov

Council Members

Michelle R. Friedrich michelle.friedrich@corcoranmn.gov

Mark Lanterman mlanterman@corcoranmn.gov

Jeremy Nichols jnichols@corcoranmn.gov

Dean Vehrenkamp dvehrenkamp@corcoranmn.gov

Contracted Services

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

Updated 11/20/2025

City of Corcoran
2026 City Council Schedule

(as of October 15, 2026)

Below is a tentative schedule for City Council meetings and events - subject to change.

October 22, 2026

- Swearing In of Police Officers
- Third Quarter Financial Report
- Utilities Department Budget Overview
- Weinand Woods Pre Plat

October 29, 2026 TRUNK OR TREAT

November 3, 2026 GENERAL ELECTION DAY

November 12, 2026 5:30pm Work Session – Budget Discussion Administration and Public Safety

November 12, 2026

- Canvass Election Results
- Long Term Financial Plan
- Public Hearing – St. Therese Conduit Bond

November 23, 2026* NOTE: (Monday)

- Weinand Woods Variance

December 8, 2026 HOLIDAY TOY & FOOD DRIVE

December 10, 2026

- Truth and Taxation Public Hearing