



# NORTH BRANCH

## —Minnesota—

Sara Paul  
Chair

Dennis Johnson  
Vice Chair

Jessica Thelander  
Commissioner

Marshall Saunders  
Commissioner

Patrick Meachem  
Councilmember

Kevin Schieber  
Mayor

**ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR AGENDA  
TUESDAY, OCTOBER 21, 2025 @ 3:30 PM  
CITY HALL, 6408 ELM STREET, NORTH  
BRANCH, MN 55056**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. OATH OF OFFICE

a. OATH OF OFFICE - CASSIE KEOCHER

ACTION

4. ROLL CALL

5. PUBLIC COMMENT

*Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.*

6. AGENDA APPROVAL

a. Approve Agenda

ACTION

7. CONSENT AGENDA

*All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.*

a. Approval of September 16, 2025 EDA Meeting Minutes

ACTION

8. REPORTS

a. Chisago County HRA-EDA Update

VERBAL  
UPDATE

- b. North Branch Area Chamber of Commerce Update VERBAL UPDATE
  - c. North Branch Area Schools Update VERBAL UPDATE
  - d. EDA Executive Director Update VERBAL UPDATE
  - e. TIF Overview Presentation INFO
  - f. Interstate Business Park — Alta Survey ACTION
9. CLOSED SESSION
- a. Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as Lot 3, Block 1, Essby Business Park, North Branch, Minnesota INFO
  - b. Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as portions of Outlots C and F, Essby Business Park, Outlot A, portions of Essby Business Park 4th Addition Outlot F, Lot 1, Block 1, and Outlot A, Essby Business Park 3rd Addition and Lot 1, Block 2, North Branch Industrial Park, North Branch, Minnesota ACTION
10. NEXT MEETING - November 18, 2025 - 3:30PM
11. ADJOURNMENT

**EDA Mission Statement.**

To be proactive in maintaining and enhancing the economic viability of North Branch through partnerships, innovation, and strategic action.

**EDA Goals:**

- Successfully become one of the first communities in the region mentioned as a choice for business location.
- Attract new industries that bring an enhanced tax base, quality jobs, and new capital into the community.
- Support existing businesses and encourage their continued prosperity and growth.
- Address critical systems that influence site location decisions.



**Prepared By:**

**Presenter:**

**Date: 10/15/2025**

**Board & Commission: Planning Commission**

**Subject: OATH OF OFFICE - CASSIE KEOCHER**

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The City Council appointed Cassie Keocher to the EDA at the September 23, 2025, meeting.

The oath of office will be administered at the meeting.

The expires on December 31, 2025.

**Voting Requirements:**

**Voting Options      Simple Majority**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 07/31/2025**

**Board & Commission: Economic Development Authority**

**Subject: Approval of September 16, 2025 EDA Meeting Minutes**

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Approval of September 16, 2025 EDA minutes

**Voting Requirements:**

**Voting Options      Simple Majority**



# NORTH BRANCH

## —Minnesota—

Sara Paul  
Chair

Dennis Johnson  
Vice Chair

Jessica Thelander  
Commissioner

Marshall Saunders  
Commissioner

Patrick Meachem  
Councilmember

Kevin Schieber  
Mayor

**ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR AGENDA  
TUESDAY, SEPTEMBER 16, 2025 @ 3:30 PM  
CITY HALL, 6408 ELM STREET, NORTH  
BRANCH, MN 55056**

### **MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA**

#### **REGULAR MEETING**

**Tuesday, September 16, 2025**

1. **CALL TO ORDER**

Chair Sara Paul called the Economic Development Authority meeting to order at 3:30 PM.

2. **PLEDGE OF ALLEGIANCE**

Commissioner Patrick Meachem led the Pledge of Allegiance.

3. **ROLL CALL**

**Present:** Mayor Kevin Schieber, Councilmember Patrick Meacham, Commissioner Sara Paul, Commissioner Dennis Johnson, Commissioner Jessica Thelander

**Absent:** Commissioner Marshall Saunders

**Remote:**

**Others Present:**

**Notes:**

4. **PUBLIC COMMENT**

*Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.*

There was no public comment.

5. AGENDA APPROVAL

a. Approve Agenda

ACTION

**RESULT:** Passed

**MOVER:** Dennis Johnson

**SECONDER:** Jessica Thelander

**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander

**ABSENT:** Marshall Saunders

**NOTES:**

6. CONSENT AGENDA

*All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.*

a. Approval of August 19, 2025 EDA Minutes

ACTION

**RESULT:** Passed

**MOVER:** Patrick Meacham

**SECONDER:** Jessica Thelander

**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander

**ABSENT:** Marshall Saunders

**NOTES:**

7. REPORTS

a. Chisago County HRA-EDA Update

VERBAL  
UPDATE

Nancy Hoffman, the Executive Director gave a Chisago County HRA-EDA update.

b. North Branch Area Chamber of Commerce Update

VERBAL  
UPDATE

No updates from the Chamber of Commerce.

c. North Branch Area Schools Update

VERBAL  
UPDATE

Chair Sara Paul gave the North Branch Area Schools Update.

d. EDA Executive Director Update

VERBAL  
UPDATE

e. Grocery Market Study

ACTION

Community Development Director Nate Sondrol gave an update on the Grocery Market Study. DBS Group received a proposal to conduct a feasibility analysis for another grocery store in North Branch. DBS group has constructed a dozen grocery stores over the last 4 years, and this is always the first step. Once the study is complete, the info will be shared with the wholesalers for analysis and review. This is where these opportunities can quickly gain traction. DBS currently has this process underway in two locations, south and west suburbs of the twin cities. The cost of the study is \$8,000 plus travel costs and optional additional format analysis. DBS group is inquiring whether the City/EDA would be willing to fund the study. The final report would become the city's data. Attached is the proposal. The EDA discussed this at the August 19, 2025, meeting and recommended that a study should focus on the entire community. Staff obtained a revised project scope to complete study based on the revised scope for the

same dollar amount. The scope allows for different formats (store size/type i.e, supermarket, small format, specialty, value). to be analyzed. Chisago County HRA/EDA discussed this at their August meeting and recommended approval of \$4,000 towards the study. DBS group is requesting feedback on if the City/EDA would be willing to fund for the study.

The motion is to approve the study, not to exceed \$6,000.

**RESULT:** Passed  
**MOVER:** Kevin Schieber  
**SECONDER:** Jessica Thelander  
**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander  
**ABSENT:** Marshall Saunders  
**NOTES:**

f. Interstate Business Park - Design Standards ACTION

The EDA, Planning Commission, and City Council have been discussing a variety of ways to encourage and promote development within Interstate Business Park. One of the items that has been discussed includes modifications to the design standard requirements. The Planning Commission has been discussing design standards over the past couple of months and recently held a public hearing on September 2, 2025, to consider amending the design standards zone map in the Interstate Business Park. The proposed changes would modify the map from zone 1 (along I-35 and 400th) and zone 2 (interior) to zone 2 (along I-35 and 400th) and zone 3 (interior), and to allow for insulated metal panels in zone 2. The Planning Commission recommended approval of the proposed changes at their meeting.

g. 2026 EDA Budget ACTION

Director Sharon Wright gave the preliminary 2026 EDA budget along with the current debt schedule for the Industrial Park. Motion to approve preliminary 2026 EDA and HRA budgets as presented.

**RESULT:** Passed  
**MOVER:** Patrick Meacham  
**SECONDER:** Jessica Thelander  
**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander  
**ABSENT:** Marshall Saunders  
**NOTES:**

h. Comprehensive Plan Update INFO

Community Development Director Nate Sondrol gave an update regarding the Comprehensive Plan update. The Council is looking for discussion and input on the Comprehensive Plan from the EDA as specifically as it relates to Economic Development and Housing as well as the rest of the plan. There have been 2 public input engagement meetings and the next steps will be to include to begin working on the vision. The results of the survey are in the process of being compiled.

i. EDA Commission Vacancy INFO

Community Development Director Nate Sondrol gave the EDA Commission Vacancy update. There were three prospective Economic Development Authority applicants. A recommendation will be made at an upcoming City Council Meeting.

j. TIF Overview Presentation INFO

Ehlers will be conducting an overview of TIF at the City Council work session on Tuesday, September 16 at 630 pm. The EDA is invited to attend.

8. CLOSED SESSION

The Economic Development Authority Meeting went into closed session at 4:18 PM.

**RESULT:** Passed  
**MOVER:** Jessica Thelander  
**SECONDER:** Dennis Johnson  
**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander  
**ABSENT:** Marshall Saunders  
**NOTES:**

- a. Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as Lot 3, Block 1, Essby Business Park 4th Addition, North Branch, Minnesota INFO
- b. Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as portions of Outlots C and F, Essby Business Park, Outlot A, portions of Essby Business Park 4th Addition Outlot F, Lot 1, Block 1, and Outlot A, Essby Business Park 3rd Addition and Lot 1, Block 2, North Branch Industrial Park, North Branch, Minnesota INFO

9. NEXT MEETING - October 21, 2025 - 330PM

10. ADJOURNMENT

The Economic Development Authority Meeting was adjourned at 5:06 PM

**RESULT:** Passed  
**MOVER:** Dennis Johnson  
**SECONDER:** Jessica Thelander  
**AYES:** Kevin Schieber, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander  
**ABSENT:** Marshall Saunders  
**NOTES:**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter:**

**Date: 10/13/2025**

**Board & Commission:**

**Subject: Chisago County HRA-EDA Update**

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Chisago County HRA-EDA Update

**Voting Requirements:**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter:**

**Date: 10/13/2025**

**Board & Commission:**

**Subject: North Branch Area Chamber of Commerce Update**

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North Branch Area Chamber of Commerce Update

**Voting Requirements:**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/13/2025**

**Board & Commission:**

**Subject: North Branch Area Schools Update**

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North Branch School Update

**Voting Requirements:**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/13/2025**

**Board & Commission:**

**Subject: EDA Executive Director Update**

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The EDA Executive Director will provide an update at the meeting

**Voting Requirements:**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/13/2025**

**Board & Commission: City Council**

**Subject: TIF Overview Presentation**

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The City's financial advisor, Ehlers, provided an overview of TIF at the City Council work session on Tuesday Sep 16 . Attached is the PowerPoint of the presentation.

**Voting Requirements:**

**Voting Options          Simple Majority**



## Tax Increment Financing

City of North Branch

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1

### Why consider providing TIF assistance?

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Fill a  
Financing Gap

- Encourage development that normally wouldn't occur without assistance ("but for")
- To do what the market won't do on its own
- Only 'nudge' markets, can't create markets



2

2

## How can TIF be used?

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**Create or  
retain **jobs****

**Redevelop  
**blighted**  
areas**

**Remediate  
**polluted** sites**

**Construct  
affordable  
**housing****

**Increase or  
diversify **tax**  
**base****



3

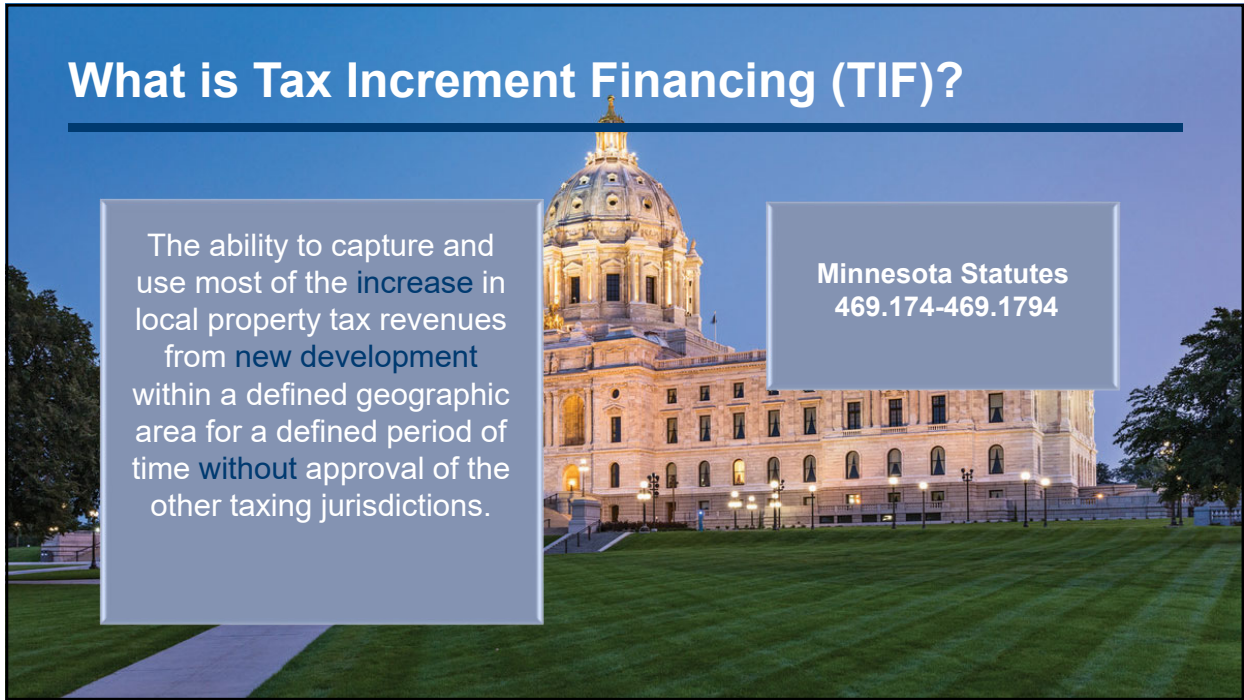
3

## What is Tax Increment Financing (TIF)?

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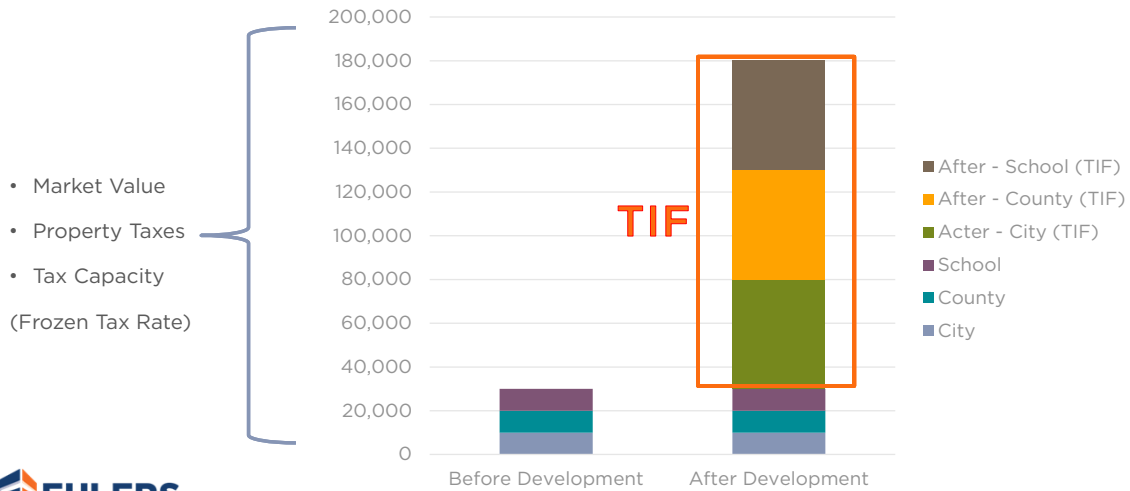
The ability to capture and use most of the **increase** in local property tax revenues from **new development** within a defined geographic area for a defined period of time **without** approval of the other taxing jurisdictions.

**Minnesota Statutes  
469.174-469.1794**



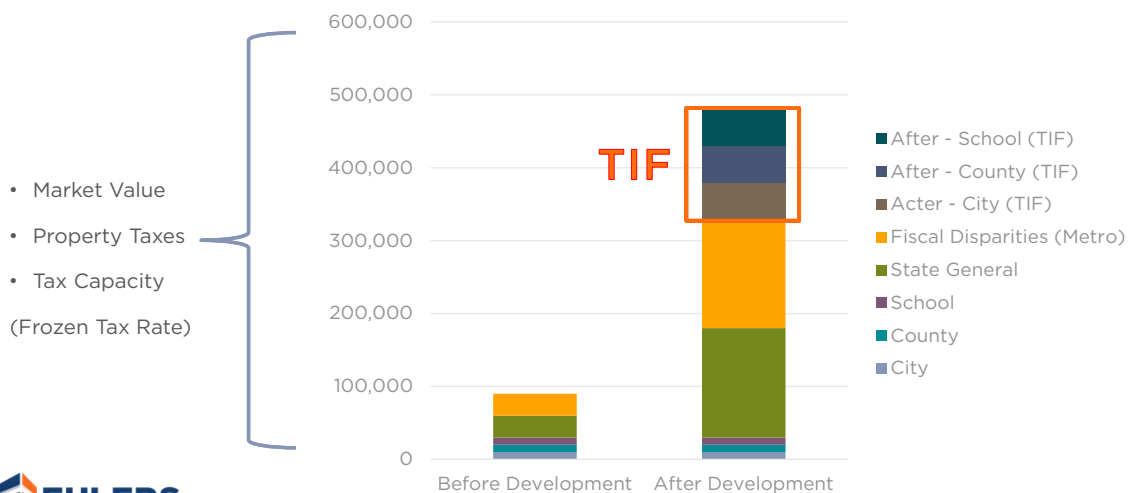
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## What is TIF? (Residential Example)



5

## What is TIF? (Commercial Example)



6

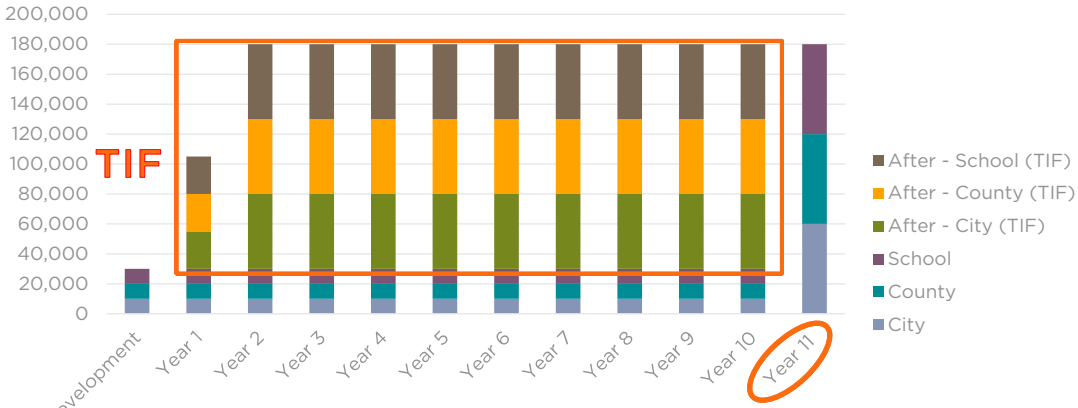
# What is Excluded from TIF?

- Base Value
- State-wide Taxes
- Market Referendum Taxes



7

# TIF: 10-Year Residential Example



8



9



10

## Redevelopment Districts: Coverage Test

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- 70% of parcels must be occupied by:
  - ✓ Buildings
  - ✓ Streets
  - ✓ Utilities
  - ✓ Paved or gravel parking lots
  - ✓ ...or other similar structures
- Parcel must be 15% covered to be considered “occupied”



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## Redevelopment Districts: Blighted Building Test

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More than 50% of buildings must be “structurally substandard.”

- ✓ Defined as containing defects in structural elements or combination of deficiencies in essential utilities & facilities
- ✓ Cost to bring building into compliance with today’s building code must be **more than** 15% of the cost to construct a new structure of same type & square footage
- ✓ Consultant typically utilized, some do this internally



12

12



# Renewal & Renovation TIF Districts

- Goal
  - ✓ Clean up blighted sites & remove substandard buildings
- Maximum Term
  - ✓ 15 years from receipt of final increment (16 years total)
- Establishment Requirements
  - ✓ Coverage test
  - ✓ Blighted building tests (substandard and obsolete)
  - ✓ Reasonable distribution

13

## Redevelopment vs. Renewal & Renovation

	Renewal and Renovation	Redevelopment
Coverage Test	70%	70%
Occupied Parcel	15%	15%
<b>Blighted Building Test (Structurally Substandard)</b>	30%	50%
Buildings Require <b>Substantial Renovation</b> *	20%	
Distribution of Parcels	Reasonable	Reasobable
Use of Funds	Correct Conditions	Correct Conditions
Duration of District	15/16	25/26

\* or clearance



14

14




15

## Housing Districts: Establishment Requirements

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Rental:	Owner-Occupied:	Commercial Restriction:
<ul style="list-style-type: none"> <li>• 20% of units must be reserved for tenants with incomes at or below 50% of area median income (AMI)</li> <li style="text-align: center;">-OR-</li> <li>• 40% of units must be reserved for tenants with incomes at or below 60% of the area median income</li> </ul>	<ul style="list-style-type: none"> <li>• 95% of housing units must be sold initially to buyers with incomes at or below:                             <ul style="list-style-type: none"> <li>➢ 100% of greater of 1) Family AMI or 2) state median income for families of three or less</li> <li>➢ 115% of the greater of 1) Family AMI or 2) state median income for families of three or more</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• No more than 20% of the square footage of buildings in district may consist of commercial, retail, or other nonresidential use</li> </ul>


16

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## TIF for Rental Housing

- 20% of units for persons at 50% AMI; or
- 40% of units for persons at 60% AMI

### Income Limits by Household Size

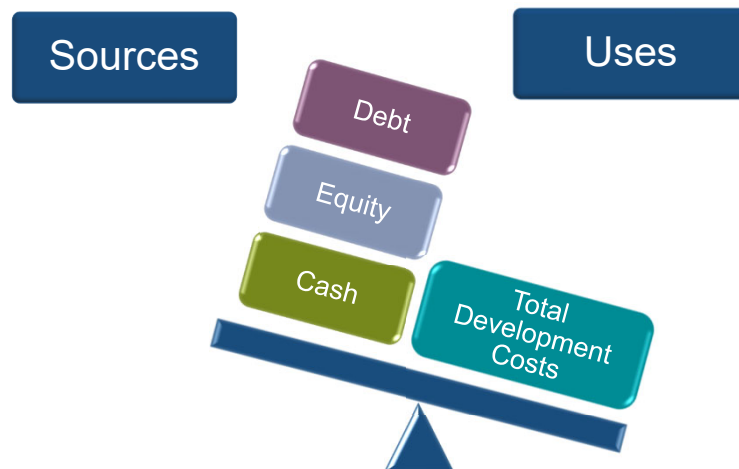
	1	2	3	4	5	6	7	8
50%	46,350	53,000	59,600	66,200	71,500	76,800	82,100	87,400
60%	55,620	63,600	71,520	79,440	85,800	92,160	98,520	104,880



17

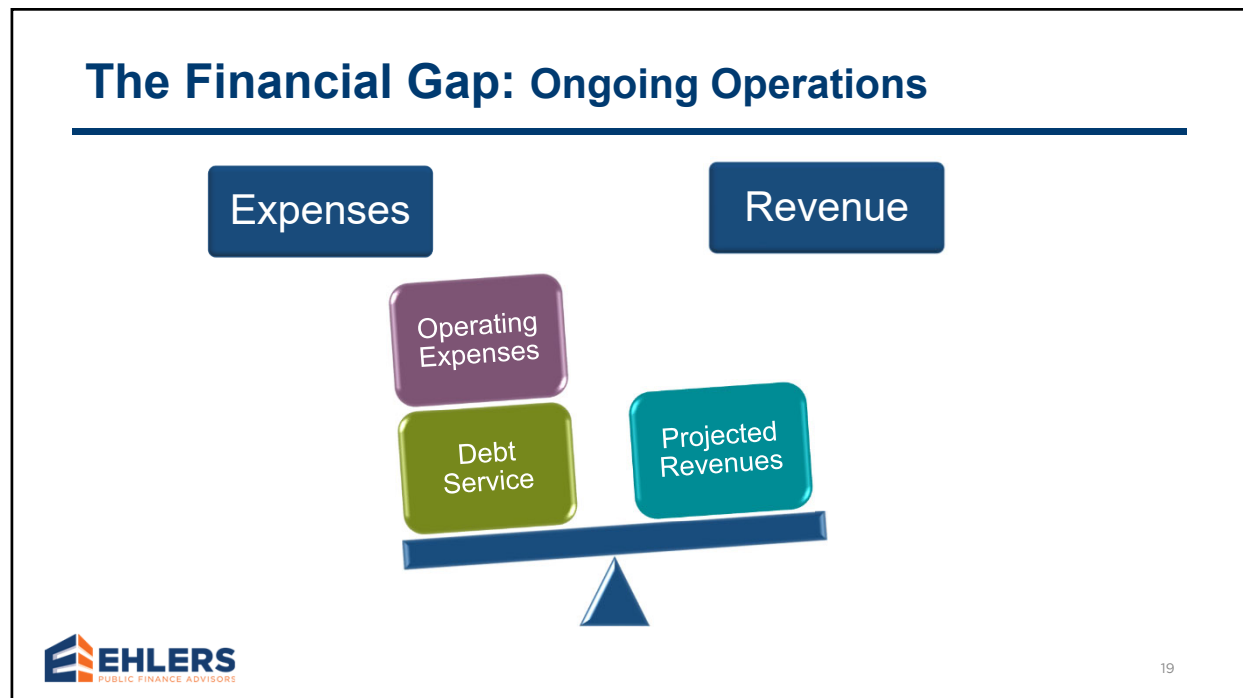
17

## The Financial Gap: Sources & Uses



18

18



19

## TIF for Owner-Occupied Housing

- First owner must have an income at or below 100% - 115% AMI
  - ✓ Family of 1-2: \$116,900 for 2025
  - ✓ Family of 3+: \$134,435 for 2025

**EHLERS**  
PUBLIC FINANCE ADVISORS

20

20

## Economic Development TIF Districts

- Goal
  - ✓ Create tax base & new jobs
- Maximum Term
  - ✓ 8 years from receipt of first increment (9 years total)
- Establishment Requirements
  - ✓ Building use
    - Workforce housing
    - Commercial – Small Cities

21

21

## Economic Development Districts: Establishment Requirements

<p>85% or more of building used for...</p>	<p>Workforce Housing</p>
<ul style="list-style-type: none"> <li>• Manufacturing, production, warehousing, storage, and/or distribution of tangible personal property</li> <li>• Research &amp; development</li> <li>• Telemarketing</li> <li>• Tourism facilities</li> <li>• Space necessary for above activities</li> </ul>	<ul style="list-style-type: none"> <li>• City located outside of metropolitan area</li> <li>• Average vacancy rate is 3% or less in last 2 years</li> <li>• Written statement from one business within 15 miles employs a minimum of 20 FTE employees indicating lack of available housing</li> <li>• School and County approval</li> <li>• <b>Ends in 2027</b></li> </ul>

**EHLERS**  
PUBLIC FINANCE ADVISORS

22

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TIF 101

# ESTABLISHMENT

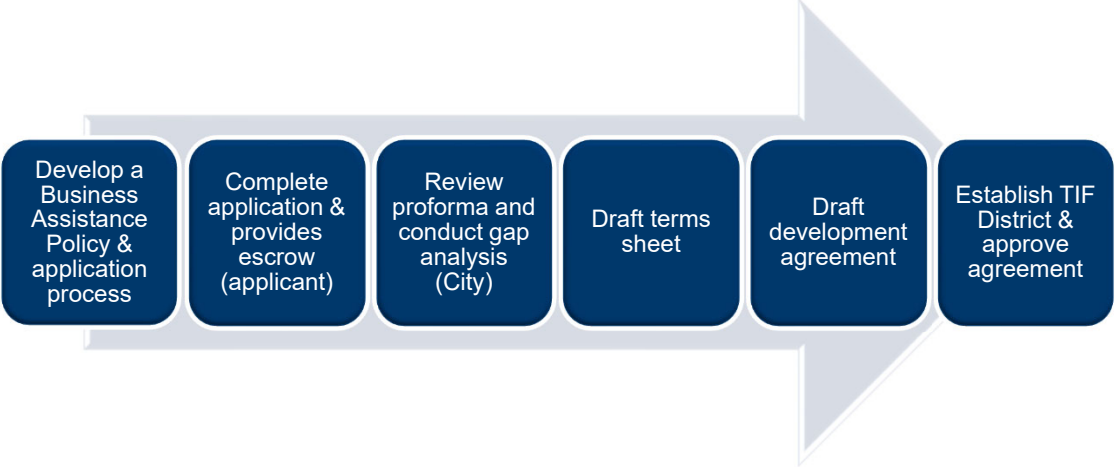


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## TIF: Subsidy Process

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graph LR; A[Develop a Business Assistance Policy & application process] --> B[Complete application & provides escrow (applicant)]; B --> C[Review proforma and conduct gap analysis (City)]; C --> D[Draft terms sheet]; D --> E[Draft development agreement]; E --> F[Establish TIF District & approve agreement];
```



24

24

## Project Funding Gap Analysis and TIF Note

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- Gap analysis to determine how much TIF a project needs to be financeable and for owner/developer to make a **market rate profit**
- TIF pledged to developer via agreement, including a **TIF Note**
- TIF Note – **Pay as you go (PAYGO)** – Developer financing, no debt borrowing by community
  - ✓ Some TIF kept by community for administration
- **Lookback** provision – Can adjust TIF Note if project overperforms



25

25

## Draft TIF Plan

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## Notices

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Notice to County Commissioner 30 days prior to hearing notice publication



TIF Plan with fiscal impacts to County & School Districts 30 days prior to public hearing



Hearing notice publication at least 10 days prior to hearing



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27

## Public Hearing

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- Council holds public hearing, considers resolution to adopt TIF plan
  - ✓ Type of district
  - ✓ But-for finding (pro forma analysis)
  - ✓ District conforms to general development plan
  - ✓ Plan affords maximum opportunity for city's development needs



28

28

## Interfund Loan Resolutions

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Interfund Loan Resolutions are “insurance policies” against negative cash balances!

Just because you are authorized to spend up to a specific dollar amount doesn't mean you have to use it...



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## Important Disclosures

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Where an activity requires registration as a municipal advisor pursuant to Section 15B of the Exchange Act of 1934 (Financial Management Planning and Debt Issuance & Management), such activity is or will be performed by EA; where an activity requires registration as an investment adviser pursuant to the Investment Advisers Act of 1940 (Investments and Treasury Management), such activity is or will be performed by EIP; and where an activity requires licensing as a bank pursuant to applicable state law (paying agent services shown under Debt Issuance & Management), such activity is or will be performed by BTS. Activities not requiring registration may be performed by any Affiliate.

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31

31



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/15/2025**

**Board & Commission: Economic Development Authority**

**Subject: Interstate Business Park — Alta Survey**

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**Background Info**

The Interstate Business Park received a certified shovel-ready site designation through the State of Minnesota Shovel-Ready program in 2015.

Sites certified as Shovel-Ready save time and money by having the planning, zoning, surveys, title work, environmental studies, soils analysis and public infrastructure engineering completed prior to the site being offered for sale. It has been identified that an Alta survey has been completed for the entire area located within the shovel ready certification boundary.

Staff have contacted the city engineer and received an estimated cost of \$24,000 to include the alta survey with topographic data and plan to have a formal quote for the meeting.

A potential funding source to cover the cost of the survey work would be through the revenue generated through the occupancy agreement for the property at 6247 410th St.

Attached is a map showing the boundary of the certified shovel ready site and the existing alta survey on file.

**Requested Action**

Consider approval of scope of work to complete an alta survey for the Interstate Business Park.

**Voting Requirements:**

**Voting Options          Simple Majority**

# INTERSTATE BUSINESS PARK

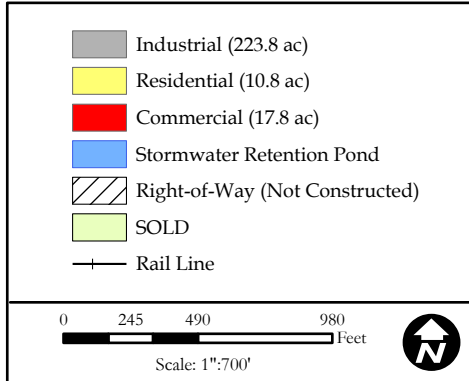
## North Branch, MN



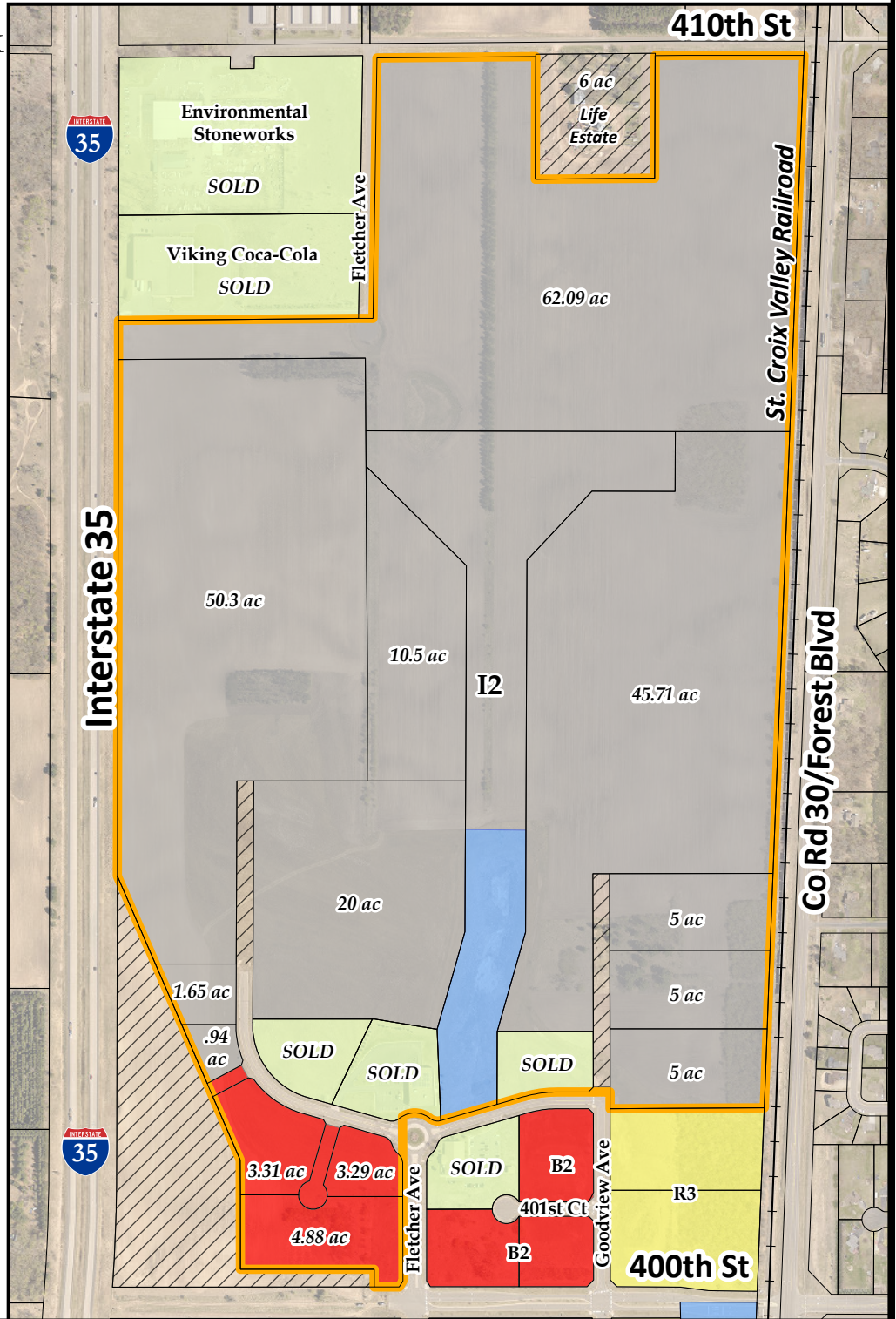
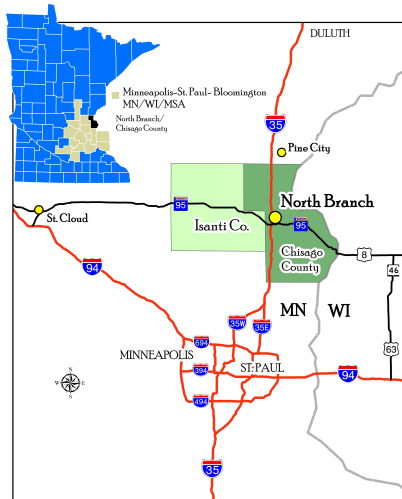
### Interstate Business Park

Industrial and Commercial Sites Available

#### SITE BOUNDARY MAP



- Ready for Immediate Development
- Great access and visibility to I35
- Potential for Rail Service
- 240+ Acres Available
- Located 30 Minutes from Twin Cities
- Employers Include:
  - \* Andersen Corporation
  - \* Branch Manufacturing
  - \* Wisconsin Coil Spring
  - \* The Bindery



### CITY OF NORTH BRANCH

6408 Elm Street - PO Box 910  
 North Branch, MN 55056  
 Phone: 651-674-8113  
 Fax: 651-674-8262  
[www.ci.north-branch.mn.us](http://www.ci.north-branch.mn.us)

### CONTACT INFORMATION

Nate Sondrol  
 Community Development Director  
 651-277-5226  
[nathans@ci.north-branch.mn.us](mailto:nathans@ci.north-branch.mn.us)

# ALTA/ACSM LAND TITLE SURVEY

NORTH BRANCH, MINNESOTA  
LOTS 1, 2, AND 3, ESSBY BUSINESS PARK 1ST ADDITION TO THE CITY OF NORTH BRANCH, CHISAGO COUNTY, MINNESOTA  
IN THE SOUTHEAST QUARTER SECTION 8, TOWNSHIP 35 NORTH, RANGE 21 WEST

### NOTES PERTAINING TO SCHEDULE B

Items 1-10, 12, 13, 16, 17, 19, 21 and 22 are not survey related, and therefore, are not shown on this survey.

Items 11, 14, 15 and 18 are survey related but do not appear to affect the subject property.

Drainage and Utility Easements as contained on the Recorded Plat of Northwest Commercial Center.

### LEGAL DESCRIPTIONS

(Per XXXXX Title Insurance Company, Title Commitment File No. KTM03659, Effective Date: May 11, 2012.)

Lots 1, 2, and 3, Block 2 Essby Business Park 1st Addition to the City of North Branch, Chisago County, Minnesota.

### TABLE A

Table A Items 1, 5, 8, 11(a), 11(b), 13, 14 and 15 are as shown on survey.

2. Property address:
3. Said described property is located within "Zone X", as determined by the FEMA approved Letter of Map Revision, Case No. 03-05-3988P with an effective date of February 23, 2004. Zone "X" areas are determined to be outside 500 year floodplain.
4. The area of the property described above is 727,721 square feet (16.71 acres), as surveyed.
6. See Zoning Information table below for zoning information.
7. The above described property contains no buildings or party walls.
9. The total number of visible striped parking spaces as presently marked on the subject property is 0.
8. The above described property contains no buildings.
12. No Government Agency survey-related requirements were specified by the client for the purpose of this survey.
16. No visible evidence of current earth moving work, building construction or building additions the subject property boundaries.
17. No known changes in street right of way lines. Portions of the adjacent streets are under construction at the time of this survey.
18. No observed evidence of site use as a solid waste dump, sump or sanitary landfill.
19. According to the Wetland Administrator for the City of Rochester, there is no record evidence of wetlands on this site.
20. There does not appear to be any offsite easements or servitudes benefitting the surveyed property according to the Record Documents provided to the surveyor.

### GENERAL NOTES

- (GN1) Location and sizes of underground utilities shown are approximate only and are shown based on field location of visible fixtures in combination with available data provided by various sources. WSB and Associates, Inc., makes no guarantee that the utilities shown comprise all such utilities in the area nor that they are in the exact location indicated. Verify all utilities critical to construction or design.
- (GN2) The plat of NORTHWEST COMMERCIAL was recorded on March 16, 2012 as Document No. A-1282777.
- (GN3) Easements shown are as identified in Chicago Title Insurance Company, Title Commitment File No. KTM03659, Effective Date: May 11, 2012. No other search of the public records for easements or encumbrances was made by the undersigned.

### SURVEYOR'S CERTIFICATE

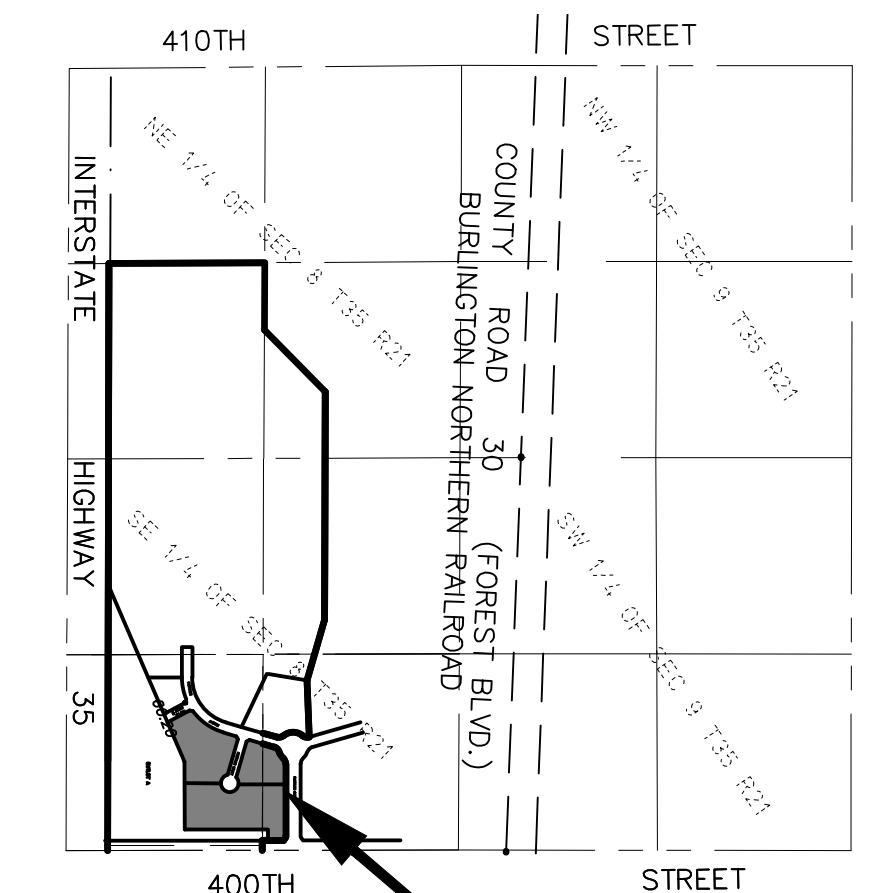
To name of insured, name of lender, name of insurer, names of other negotiated with client

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items: \_\_\_\_\_ of Table A thereof. The field work was completed on \_\_\_\_\_.

### LEGEND

	FOUND MONUMENT		2 POST SIGN
	SET MONUMENT PLS 50843		MANHOLE
	PROPERTY BOUNDARY		CATCH BASIN
	EXISTING LOT LINE		CURB STOP
	EASEMENT LINE		ELECTRIC PEDESTAL
	EXISTING RIGHT-OF-WAY LINE		TELEPHONE PEDESTAL
	SECTION LINE		UTILITY METER
	BIT EDGE		GATE VALVE
	CONC LINE		GUY WIRE
	GRAVEL EDGE		FIRE HYDRANT
	GRAVEL SURFACE		LIFT STATION
	BITUMINOUS SURFACE		LIGHT POLE
	CONCRETE SURFACE		DECIDUOUS TREE
			BUSH
			EVERGREEN TREE

### VICINITY MAP



PROJECT LOCATION

**PRELIMINARY**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/13/2025**

**Board & Commission: Economic Development Authority**

**Subject: Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as Lot 3, Block 1, Essby Business Park, North Branch, Minnesota**

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**Voting Requirements:**

**Voting Options      Simple Majority**



**Prepared By: Nathan Sondrol, Community Development Director**

**Presenter: Nathan Sondrol, Community Development Director**

**Date: 10/16/2025**

**Board & Commission:**

**Subject: Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property identified as portions of Outlots C and F, Essby Business Park, Outlot A, portions of Essby Business Park 4th Addition Outlot F, Lot 1, Block 1, and Outlot A, Essby Business Park 3rd Addition and Lot 1, Block 2, North Branch Industrial Park, North Branch, Minnesota**

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**Voting Requirements:**