



NORTH BRANCH

—Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, JANUARY 27, 2026 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA APPROVAL
 - a. Approve Agenda ACTION
5. PRESENTATION & PROCLAMATION
 - a. Chisago County presentation of the Roundabout at Hemingway Avenue and Lincoln Trail (CoRd 14) INFO
 - b. North Branch Schools presents information about the February 10 vote to renew the Capital Projects Levy. INFO
6. 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.
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. Claims ACTION
 - b. Approval of Minutes - Regular Council Meeting - January, 13, 2026, 7:00 PM ACTION
 - c. Approve the LG240B Application to Conduct Excluded Bingo - St. Gregory Knights of Columbus Council 10016 ACTION

- d. Approve Gambling LG220 for Exempt Permit - Full Count ACTION
- e. Approve Gambling LG220 Permit - North Branch American Legion Riders Post 85 ACTION
- f. Approve 2026 Massage Therapists Licenses - Shauna Lopez and Tiffany Christian ACTION
- g. Approval of Road Maintenance Agreement with Stacy MN ACTION
- h. Approval of Ordinance Amendment #406-26 to change the days and times of the City Council meetings to the 2nd and 4th Wednesdays of each month at 6:00pm. ACTION
- i. Approval of the Ordinance Amendment 408-26 to add low-potency hemp products to the list of required licensing fees to our fee schedule. ACTION
- j. Approval of Contract with BS&A Software for 2026 Implementation ACTION
- k. Approval of Resolution R-285-2026 approving a Conditional Use Permit for a Wireless Communications Tower at PID: 11.00223.00 ACTION

8. PUBLIC HEARINGS

9. STAFF REPORTS

- a. 2025 Police Department Activity Report INFO
- b. Consider Resolution R-284-2026 approving a variance from minimum lot depths for Lots 5-7, Block 2, Fairway Field ACTION
- c. Consider Approval of Resolution R-283-2026 approving the Fairway Field Preliminary Plat ACTION
- d. Human Resource Report INFO
- e. Consider Council Consensus on 2026 Equipment Bond ACTION

10. MAYOR/CITY COUNCIL

- a. Notice of Local Board of Appeal and Equalization meeting - Thursday, April 16, 2026, 6:00pm at North Branch City Hall INFO
- b. Cannabis Ordinance Review VERBAL UPDATE
- c. Advisory Committee reports VERBAL UPDATE

11. ADJOURNMENT

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the City Council on each Agenda item in advance from Staff and appointed Commissions; and decisions are based on this information and past experiences. In addition some items may also have been discussed preliminarily at Council Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated. Items requiring excessive time may be continued to another meeting.

County Road 14

Roundabout Project



Project Overview

Chisago County Public Works, in cooperation with the City of North Branch, will construct a single-lane roundabout at the intersection of Lincoln Trail and Hemingway Avenue.





In 2023, this project received a Federal-aid grant through MnDOT's Highway Safety Improvement Program. HSIP is a competitive selection solicitation for projects seeking to reduce severe traffic crashes.

Construction will occur in the summer of 2027, during summer break.

Why Was a Roundabout Selected?

- Roundabouts are proven intersection safety countermeasures to reduce injury and fatality crashes.
- Roundabouts reduce intersection conflict points and eliminate angle crashes, which tend to be the most severe crash type.
- Least impactful intersection alternative to address the existing skew.
- Pedestrians benefit from shorter, two-staged crossings.
- Roundabouts control vehicle speeds through geometric elements.

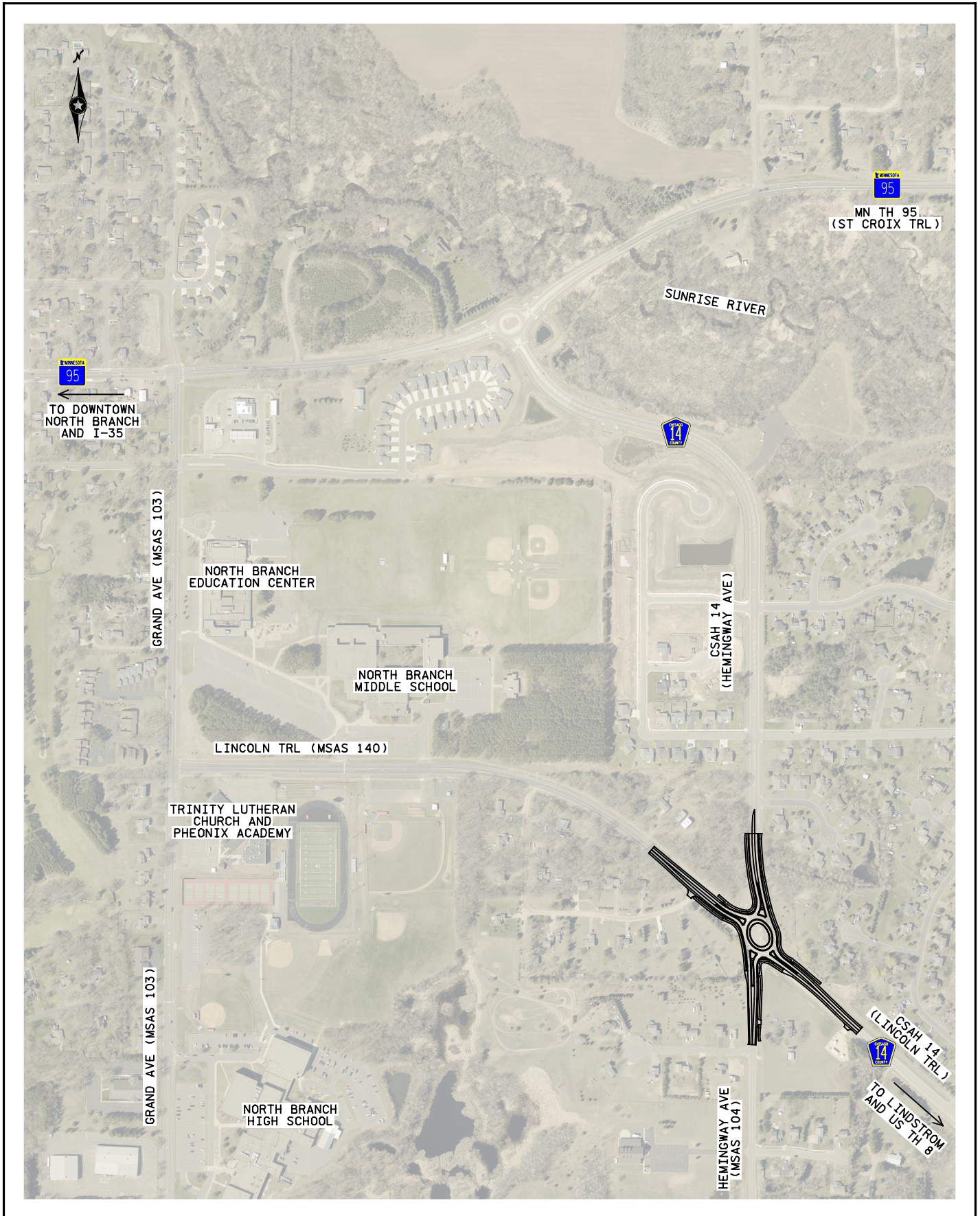
Project Goals

-  Improve intersection safety and mobility.
-  Provide an improved alternate route to redirect traffic away from the North Branch schools.
-  Improve pedestrian and bike intersection safety.
-  Provide traffic calming in advance of the North Branch schools.

	2025		2026				2027		
	FALL	WINTER	SPRING	SUMMER	FALL	WINTER	SPRING	SUMMER	FALL
Public Involvement	[Active]								
Preliminary Design	[Active]								
Property Acquisition		[Active]							
Final Design				[Active]					
Utility Relocations							[Active]		
Construction								[Active]	

Visit our website for more information:

www.chisagocountymn.gov/371/Public-Works---Highway-Department

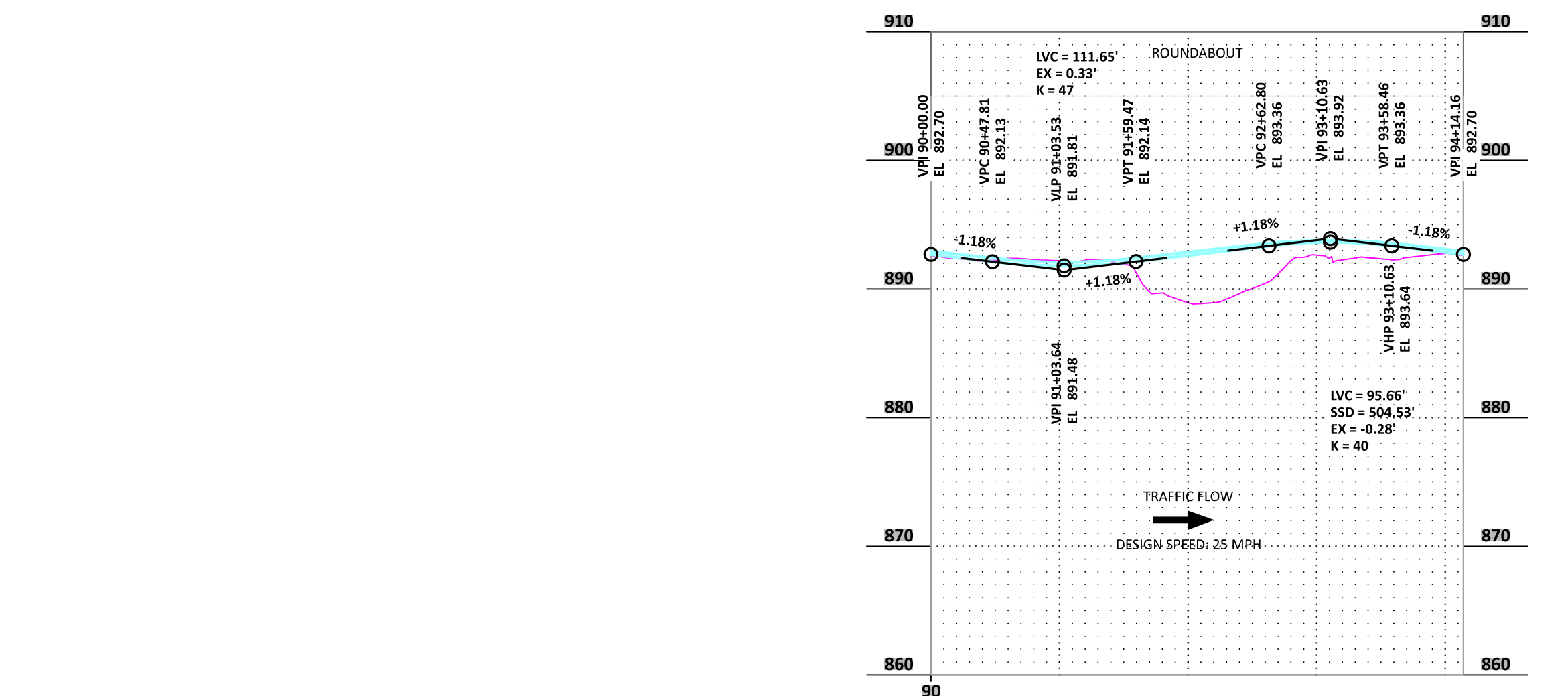
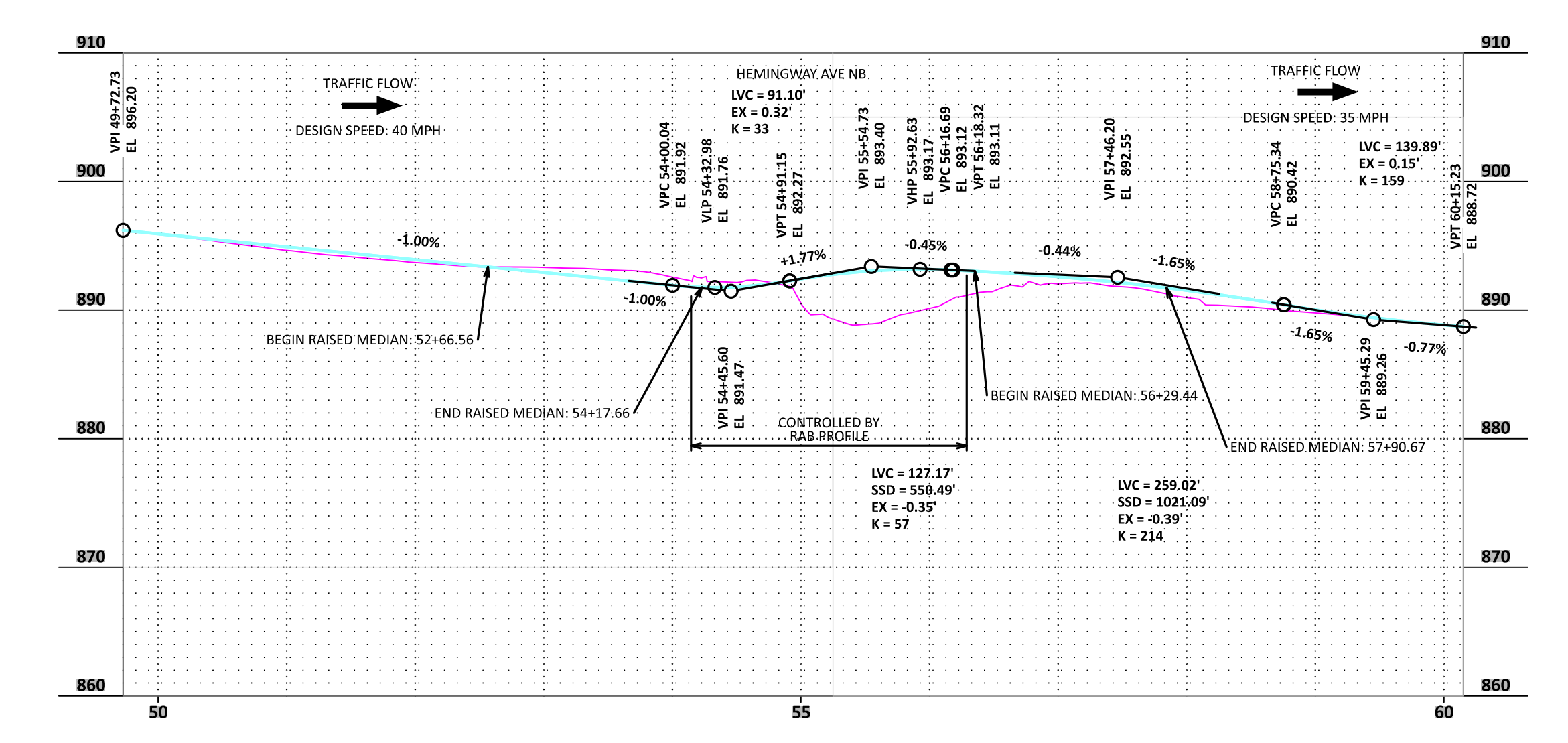
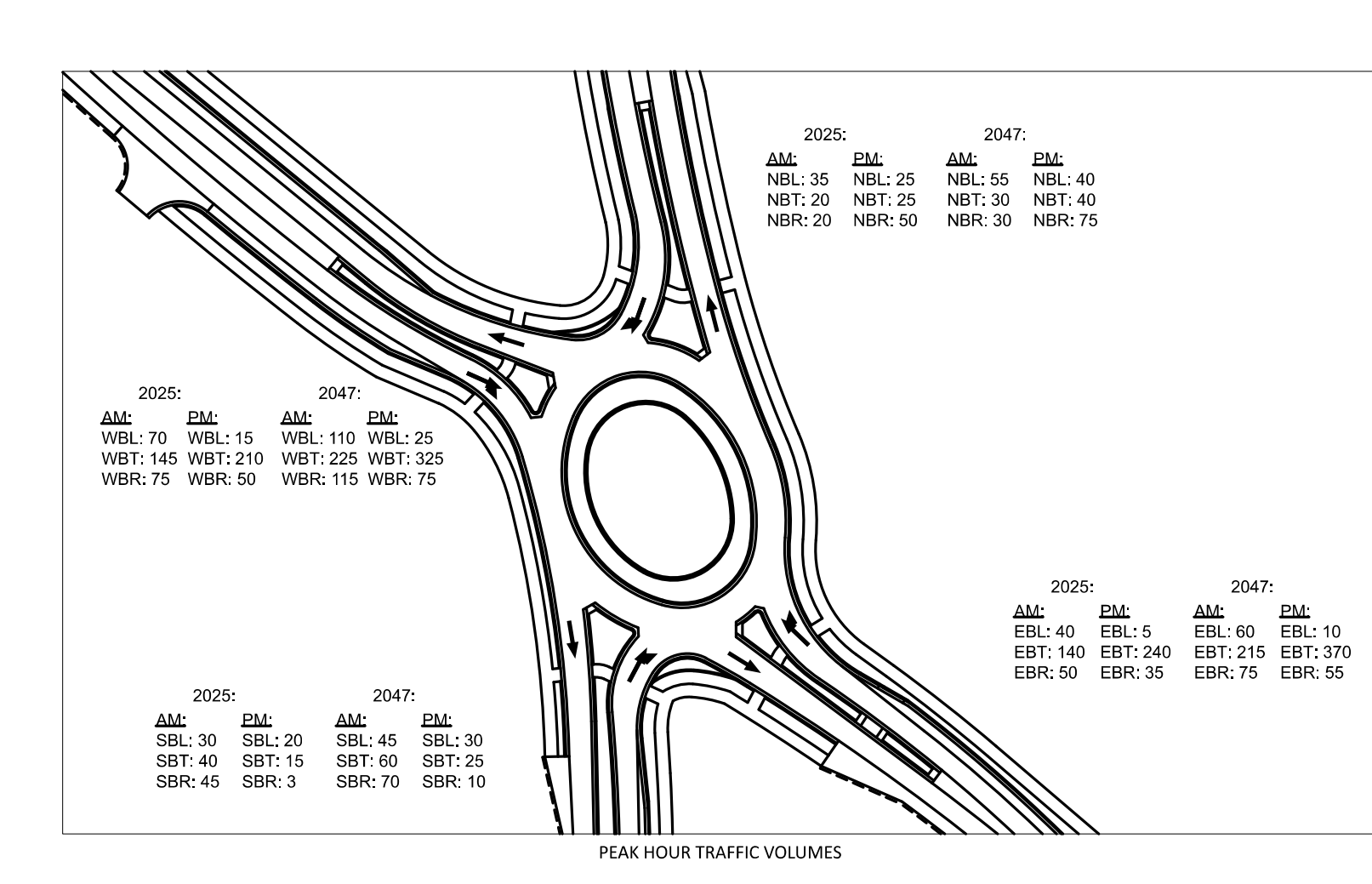
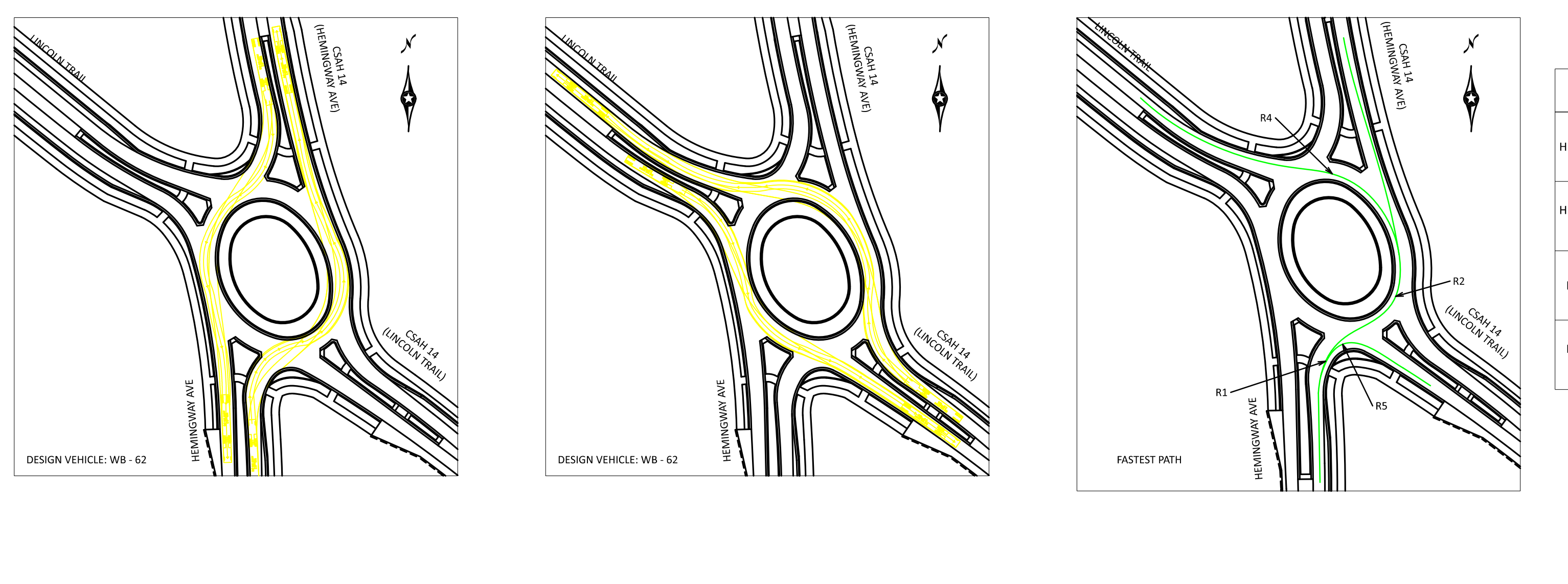
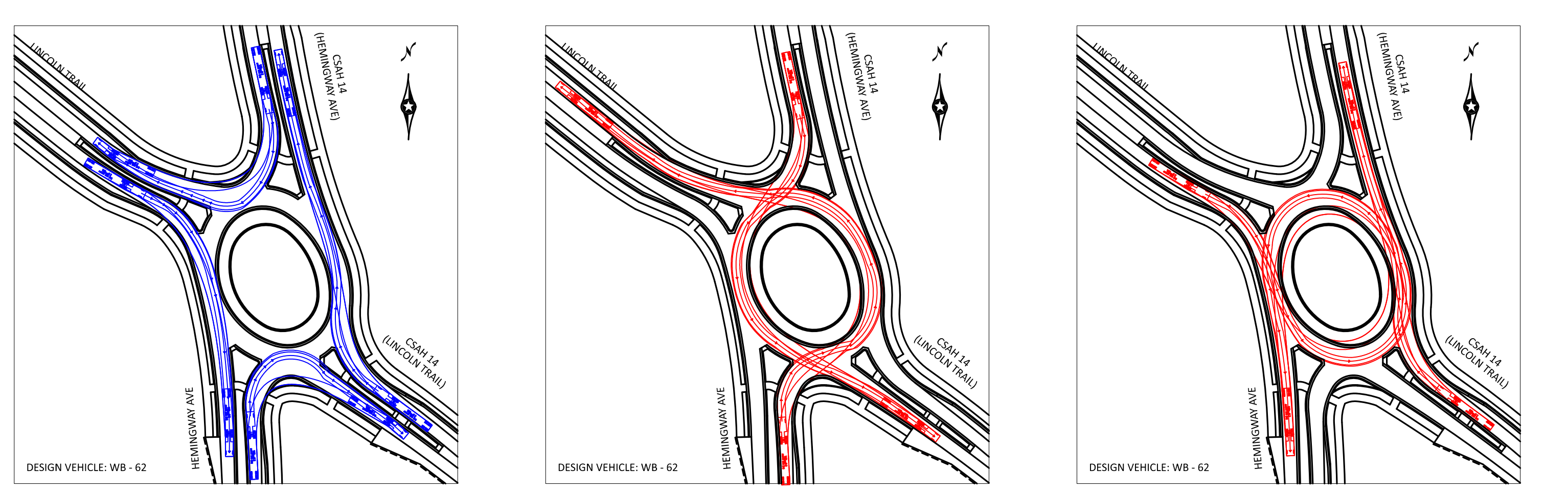
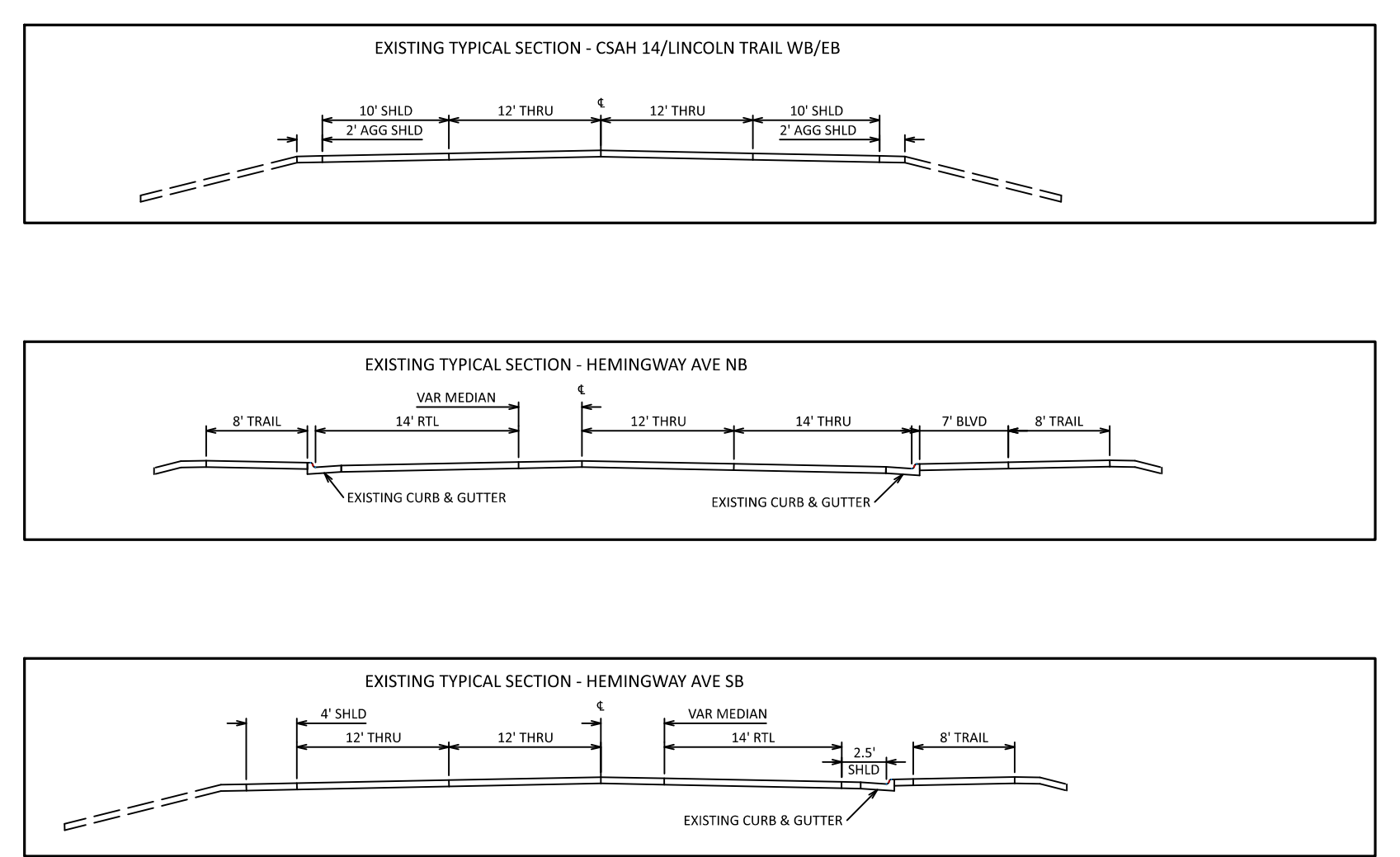
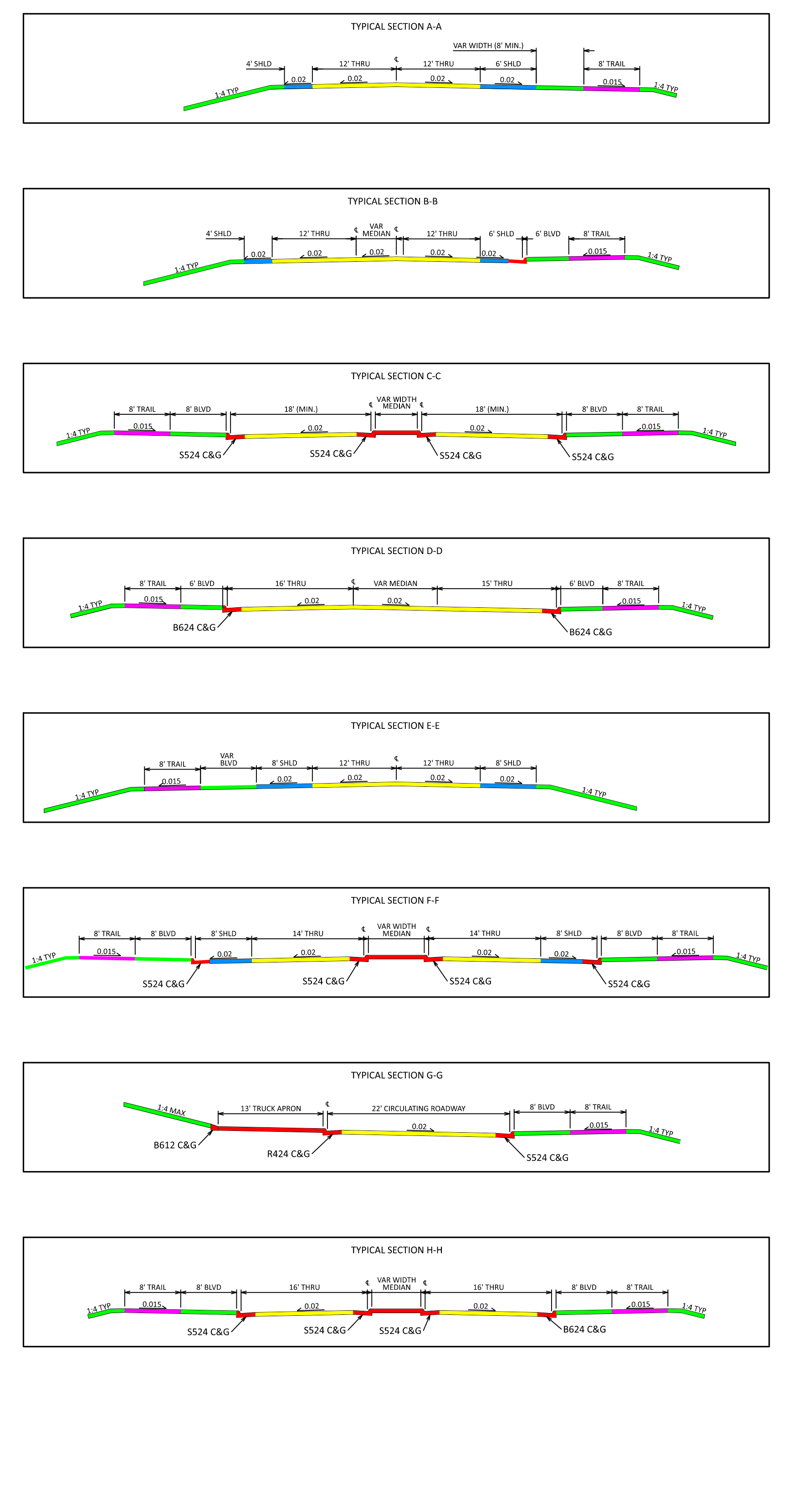
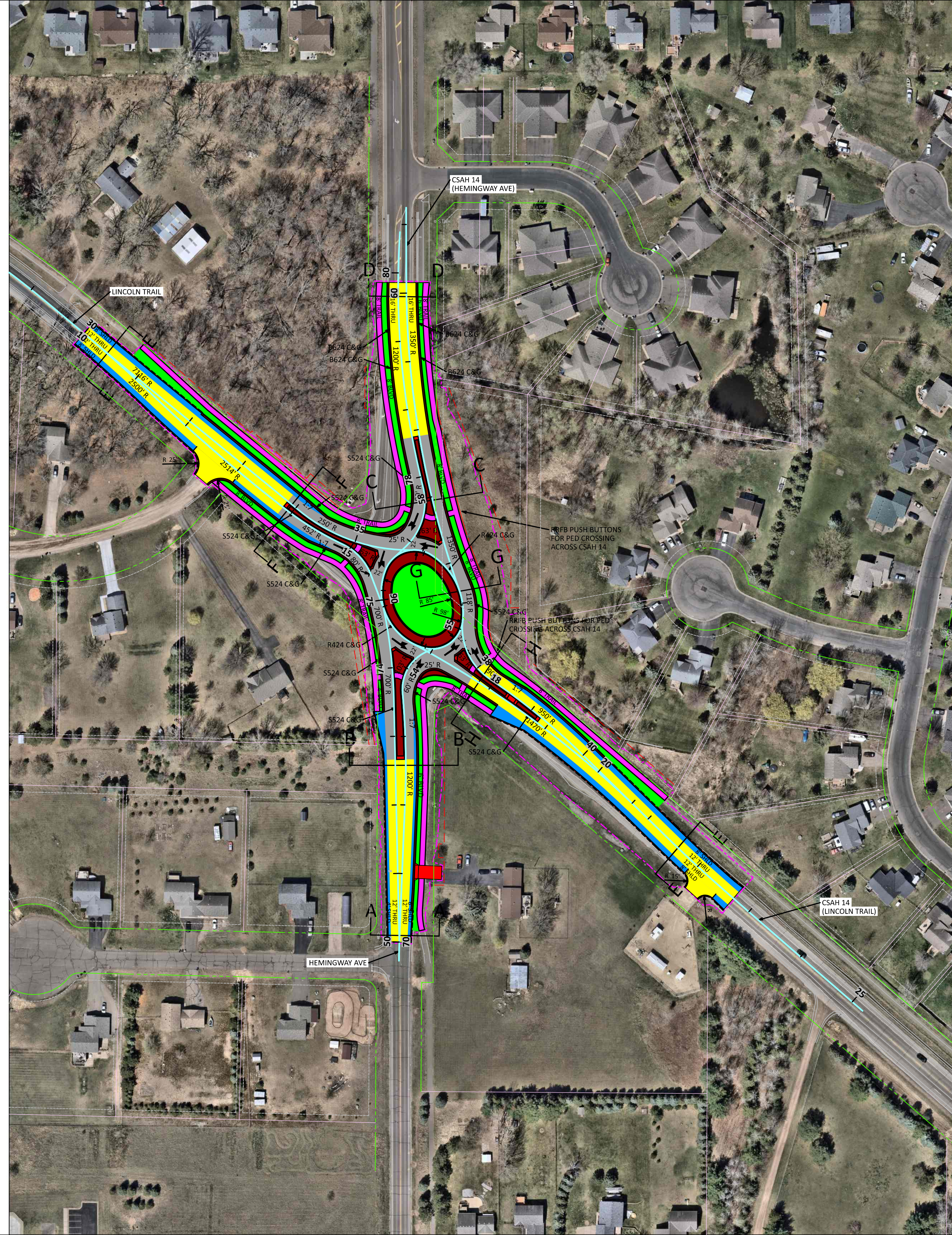
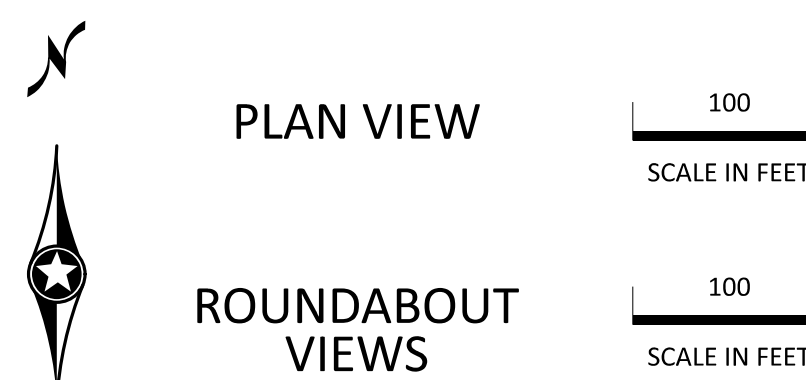
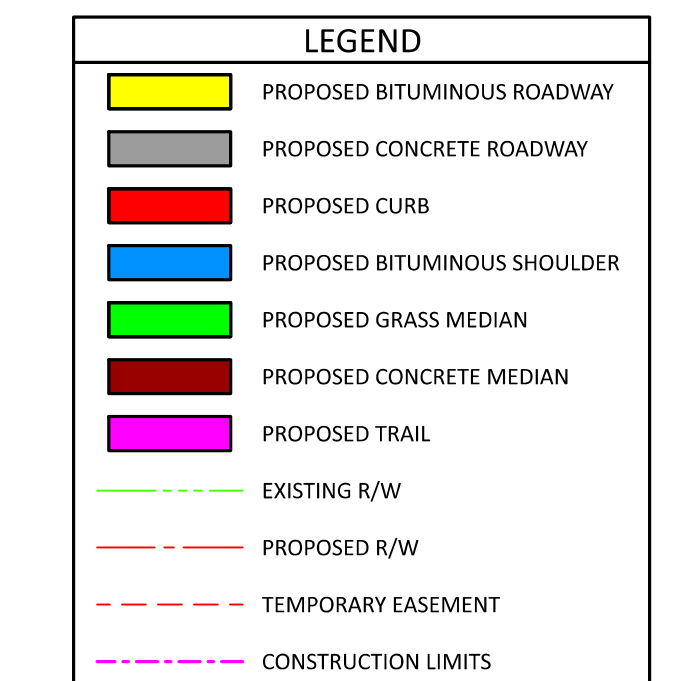
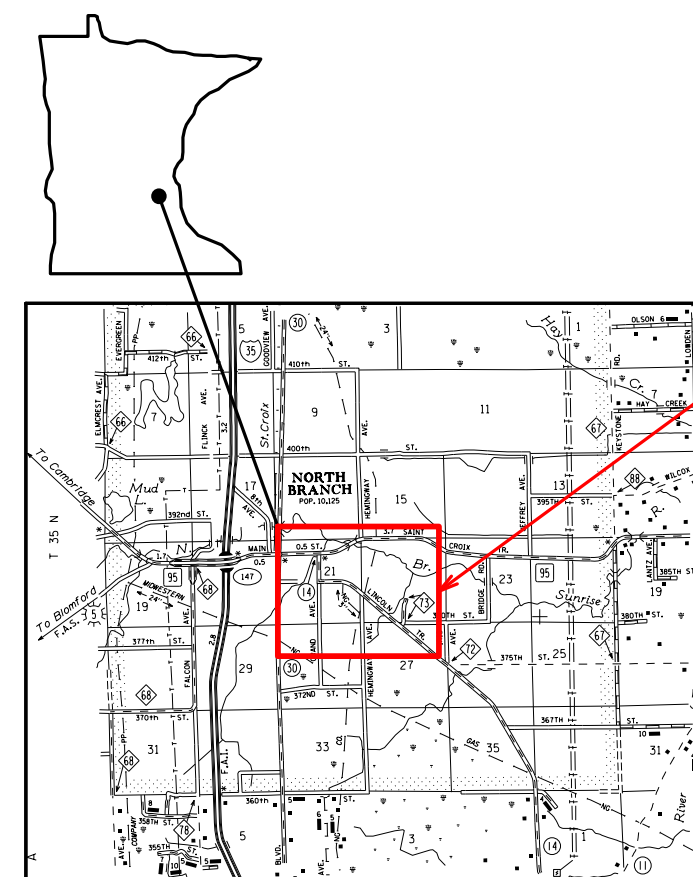


Chisago County 2027 HSIP Improvements

CSAH 14: Lincoln Trl and Hemingway Ave Intersection
North Branch, Chisago County, Minnesota

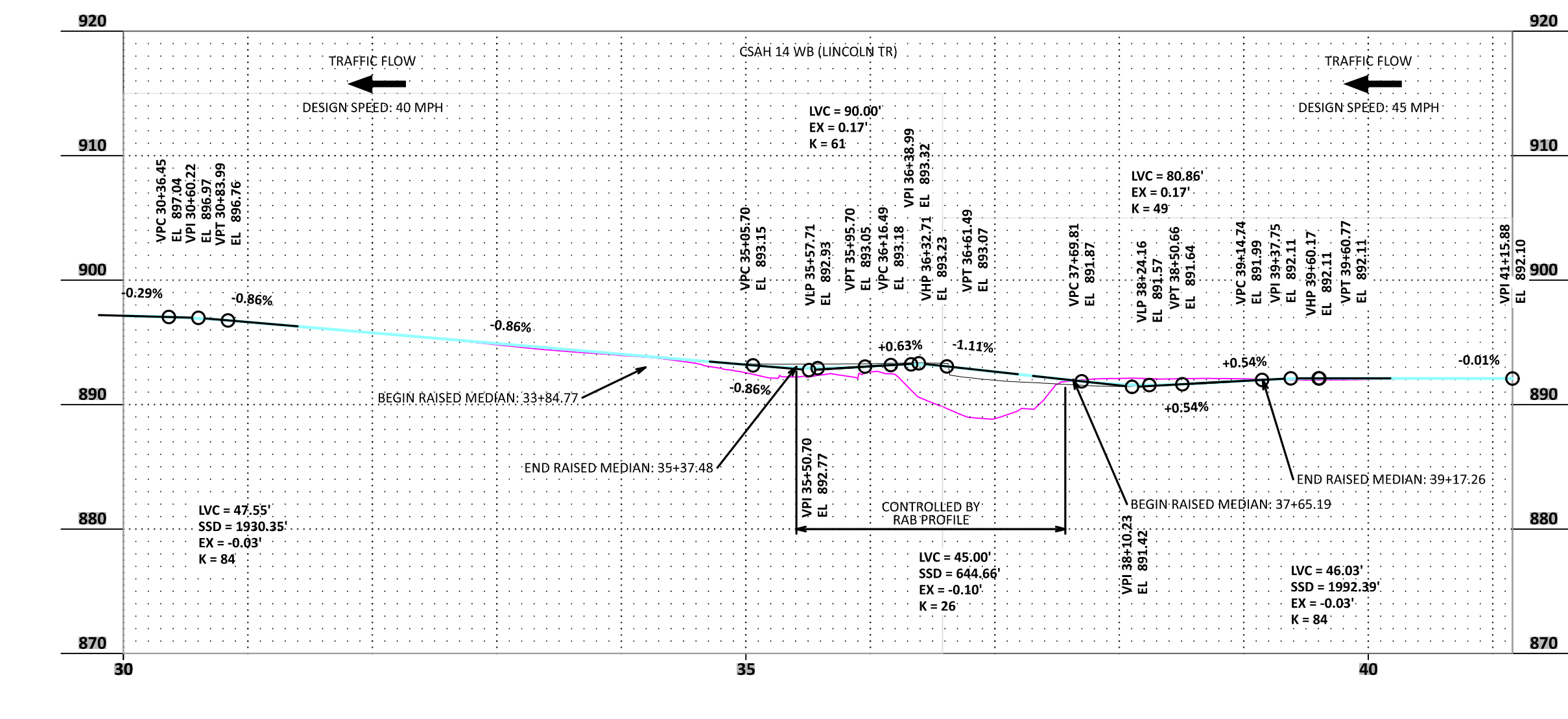
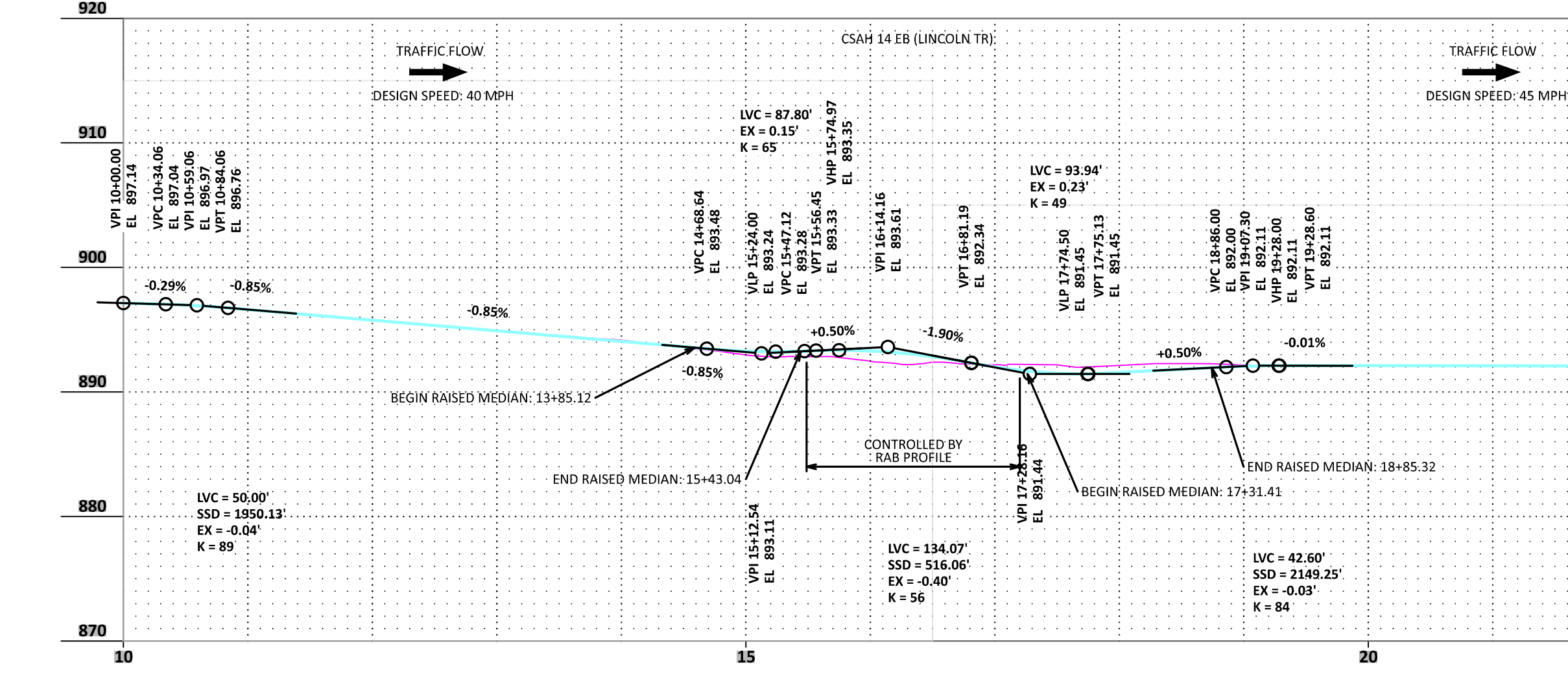
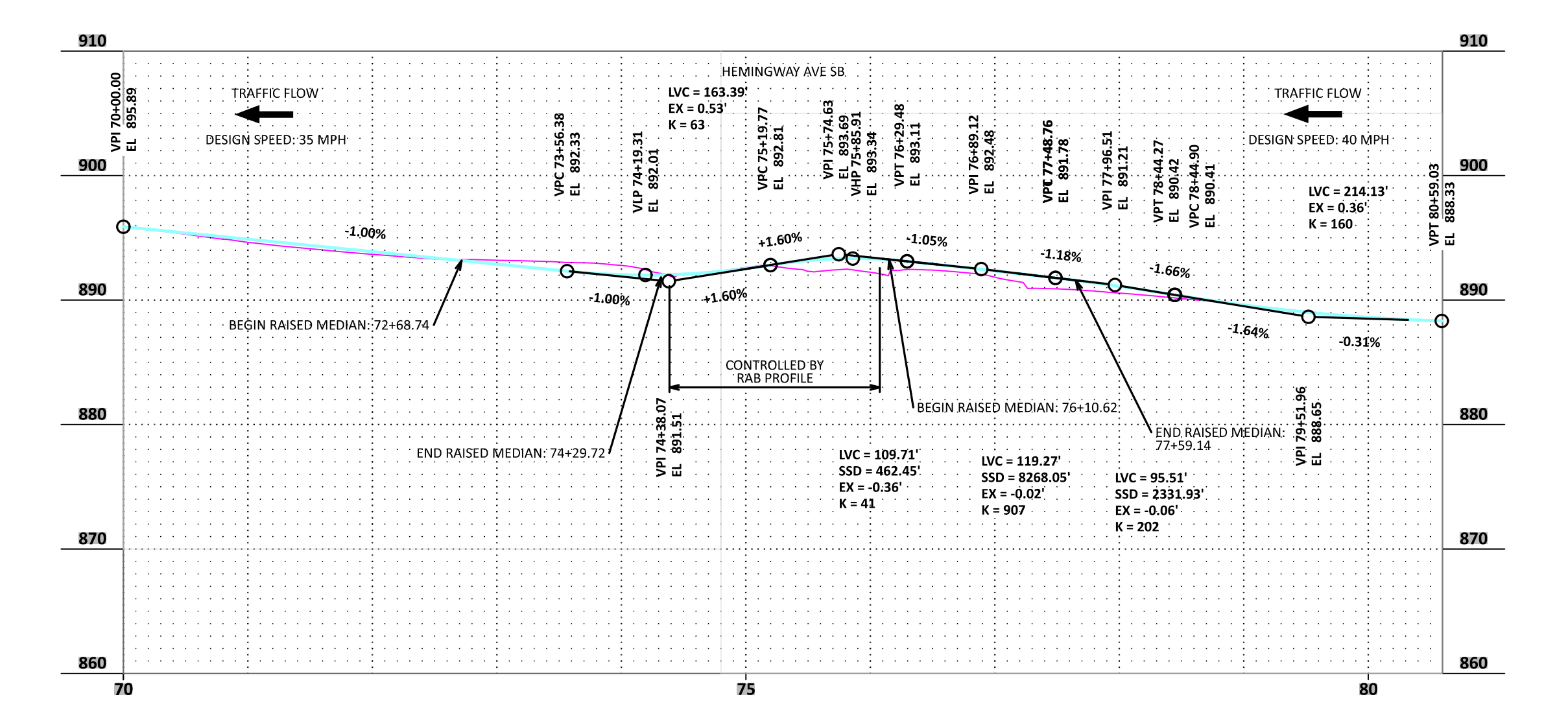


CSAH 14 ROUNDBOUT CHISAGO COUNTY, MN



APPROACH	CURVE	RADIUS (FT)	e (FT/FT)	SPEED (MPH)	RELATIVE SPEED DIFFERENCE (MPH)
CSAH 14 HEMINGWAY AVE (NORTH LEG)	R1	105	0.02	21	7
	R2	123	-0.02	20	6
	R3	NA	0.02	NA (2)	16 (3)
	R4	94	-0.02	18	4
	R5	45	0.02	15	3
HEMINGWAY AVE (SOUTH LEG)	R1	80	0.02	19	5
	R2	70	-0.02	16	3
	R3	NA	0.02	NA (2)	12 (3)
	R4	92	-0.02	17	3
	R5	35	0.02	14	3
CSAH 14 LINCOLN TRAIL (EAST LEG)	R1	120	0.02	22	8
	R2	108	-0.02	19	5
	R3	NA	0.02	NA (2)	15 (3)
	R4	54	-0.02	15	5
	R5	151	0.02	24	10
LINCOLN TRAIL (WEST LEG)	R1	135	0.02	23	9
	R2	146	-0.02	22	8
	R3	NA	0.02	NA (2)	18 (3)
	R4	56	-0.02	15	5
	R5	170	0.02	25	11

NOTES:
 1) RELATIVE SPEED DIFFERENCE IS FROM THE MINIMUM CONFLICTING SPEED IN THE ROUNDABOUT, USUALLY R4
 2) R1 - R2 = ACCELERATION FROM R2 TO CROSSWALK AT EXIT, APPROXIMATELY 50-FT, RESULTING IN A 10 MPH INCREASE IN SPEED.
 3) THIS MOVE DOES NOT CONFLICT WITH CIRCULATING TRAFFIC.





Prepared By:

Presenter:

Date: 12/17/2025

Board & Commission: City Council

Subject: Claims

Claims Summary

Voting Requirements:

Voting Options Simple Majority

City of North Branch

ACH Checks

6050 to 6055 - \$689,593.45

Checks

92838 to 92917- \$1,148,749.49

Payroll

01/16/2026 - \$143,829.74

Accounts Payable

Checks by Date - Summary by Check Number

User: TiffaniFolstad
Printed: 1/22/2026 1:52 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
6050	2170	Pathpoint Merchant Services LLC	01/02/2026	1,887.45
6051	1152	EHLERS	01/27/2026	191,900.00
6052	1886	US Bank - Bond Pymts	01/27/2026	234,200.00
6053	1886	US Bank - Bond Pymts	01/27/2026	207,181.25
6054	1397	MN PFA	02/13/2026	53,710.65
6055	1424	N.B. Fire Relief Association	01/16/2026	714.10
Report Total (6 checks):				689,593.45

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
 Printed: 01/16/2026 - 9:58AM
 Batch: 00002.01.2026 - 01162026



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 2140	ALERT 360 OPCO, INC.			Check Sequence: 1	ACH Enabled: False
16911986	MONITORING	56.16	01/16/2026	101-41420-50300	
16911988	MONITORING	70.45	01/16/2026	101-41420-50300	
	Check Total:	126.61			
Vendor: 1646	Ameritas			Check Sequence: 2	ACH Enabled: False
0116 AMER	01-16-2026 PAYROLL DEDUCTION	90.00	01/16/2026	101-00000-21705	
	Check Total:	90.00			
Vendor: 2316	BRINDLEE MOUNTAIN FIRE APPARATUS, LLC			Check Sequence: 3	ACH Enabled: False
32990	LADDER TRUCK DEPOSIT	500,000.00	01/16/2026	701-70100-50540	
	Check Total:	500,000.00			
Vendor: 1100	Chisago County EDA			Check Sequence: 4	ACH Enabled: False
EDA HEART	HRA/EDA REPAYMENT OF ESSBY LAND	153,256.00	01/16/2026	476-47000-50601	
	Check Total:	153,256.00			
Vendor: 1856	Patrick L Heinen,			Check Sequence: 5	ACH Enabled: False
MILEAGE	RT MILEAGE TO WHEATON IL	620.60	01/16/2026	101-42280-50331	
	Check Total:	620.60			
Vendor: 1268	IUOE Local #49			Check Sequence: 6	ACH Enabled: False
JAN 2026	JAN 2026 UNION DUES PW	490.00	01/16/2026	101-00000-21708	
	Check Total:	490.00			
Vendor: 1269	IUOE Local 49 Fringe Benefit			Check Sequence: 7	ACH Enabled: False
FEB 2026	CITY HEALTH	54,932.00	01/16/2026	101-00000-21706	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
FEB 2026	PW HEALTH	21,910.00	01/16/2026	101-00000-21706	
	Check Total:	76,842.00			
Vendor: 1386	MN Dept Of Labor Industry Bld			Check Sequence: 8	ACH Enabled: False
Q4 BP SURCHARGE	2025 Q4 BLDG PERM SURCHARGE	1,823.24	01/16/2026	101-00000-21716	
	Check Total:	1,823.24			
Vendor: 1391	MN Dept Of Public Safety-DVS-Renewal			Check Sequence: 9	ACH Enabled: False
00-047320740	2020 DURNAGO RENEWAL	15.25	01/16/2026	101-42110-50236	
	Check Total:	15.25			
Vendor: 1404	MN TEAMSTERS #320			Check Sequence: 10	ACH Enabled: False
FOR FEB 2026	UNION DUES FEB 2026	1,602.00	01/16/2026	101-00000-21708	
	Check Total:	1,602.00			
Vendor: 1405	MN UI FUND - UNEMPLOYMENT			Check Sequence: 11	ACH Enabled: False
Q3 & Q4 UI BEN	Q3 & Q4 UNEMPLOYMENT BEN	12,537.60	01/16/2026	101-49990-50142	
	Check Total:	12,537.60			
Vendor: 1432	NCPERS Group Life Ins.			Check Sequence: 12	ACH Enabled: False
FEB 2026	FOR FEB 2026	48.00	01/16/2026	101-00000-21714	
	Check Total:	48.00			
Vendor: 2019	QUADIENT, INC			Check Sequence: 13	ACH Enabled: False
30280874	POSTAGE	580.00	01/16/2026	101-41940-50322	
	Check Total:	580.00			
	Total for Check Run:	748,031.30			
	Total of Number of Checks:	13			

Accounts Payable

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Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1010	Alex Air Apparatus 2 LLC			Check Sequence: 1	ACH Enabled: False
53599	DROP TANK AND DRAIN	2,749.00	01/22/2026	101-42280-50240	
	Check Total:	2,749.00			
Vendor: 1662	AMAZON CAPITAL SERVICES			Check Sequence: 2	ACH Enabled: False
1FCQ-R419-GXTF	MOUSE PADS	6.99	01/22/2026	101-41420-50210	
1FCQ-R419-GXTF	BULLETIN BOARD SUPPLIES	8.99	01/22/2026	101-41940-50210	
1FCQ-R419-GXTF	HR FOLDERS	63.82	01/22/2026	101-41430-50210	
1MGC-PYGR-YXKP	OFFICE CALENDARS	30.40	01/22/2026	101-41940-50210	
1NY4-4KDG-HVTH	OPERATING SUPPLIES	136.61	01/22/2026	101-42110-50210	
1PM4-DJ3D-9KV1	DOOR SIGNAGE	17.98	01/22/2026	101-41940-50210	
1WTM-9RCF-YRFL	IPHONE CHARGER & OTTERBOX	56.88	01/22/2026	101-42110-50210	
1WYK-WRD9-1XDV	OPERATING SUPPLIES	18.28	01/22/2026	101-41940-50210	
1XKC-Y3GG-4GRM	LOCK BOX-PD	164.60	01/22/2026	101-42110-50210	
	Check Total:	504.55			
Vendor: 1031	Aspen Mills			Check Sequence: 3	ACH Enabled: False
362102	FREIGHT CHARGE	12.00	01/22/2026	101-42280-50237	
368636	PD UNIFORMS	201.94	01/22/2026	101-42110-50237	
	Check Total:	213.94			
Vendor: 2144	AT&T			Check Sequence: 4	ACH Enabled: False
8310013908169	BILLING @ HAND ACCT	31.22	01/22/2026	101-41420-50321	
	Check Total:	31.22			
Vendor: 1038	AUTOMATIC SYSTEMS CO.			Check Sequence: 5	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
44076	SCADA SYSTEM UPDATES	89,880.00	01/22/2026	615-49550-50300	
	Check Total:	89,880.00			
Vendor: 1049	BELLBOY CORPORATION			Check Sequence: 6	ACH Enabled: False
0110715100	N/A SALES	206.34	01/22/2026	609-49750-50250	
0210046700	N/A SALES CREDIT	-11.74	01/22/2026	609-49750-50250	
0210125100	LIQUOR	2,658.56	01/22/2026	609-49750-50251	
0210125300	WINE	410.60	01/22/2026	609-48000-50253	
0210125300	LIQUOR	256.30	01/22/2026	609-48000-50251	
0300584300	THC CREDIT	-15.00	01/22/2026	609-49750-50254	
0300592300	THC CREDIT	-38.33	01/22/2026	609-49750-50254	
0300592400	THC CREDIT	-3.75	01/22/2026	609-48000-50254	
0300618300	THC CREDIT	-9.58	01/22/2026	609-49750-50254	
	Check Total:	3,453.40			
Vendor: 1052	BERNICKS			Check Sequence: 7	ACH Enabled: False
10442386	N/A SALES	99.80	01/22/2026	609-48000-50250	
10442386	BEER	917.35	01/22/2026	609-48000-50252	
10442394	N/A SALES	96.00	01/22/2026	609-49750-50250	
10442394	BEER	1,888.45	01/22/2026	609-49750-50252	
10442408	N/A SALES	109.76	01/22/2026	609-49750-50250	
10442409	BEER CREDIT	-14.99	01/22/2026	609-49750-50252	
10445139	THC	90.00	01/22/2026	609-48000-50254	
10445140	BEER	1,102.90	01/22/2026	609-48000-50252	
10445146	BEER	4,858.20	01/22/2026	609-49750-50252	
10445146	N/A SALES	93.90	01/22/2026	609-49750-50250	
10445147	N/A SALES	26.71	01/22/2026	609-49750-50250	
10445148	BEER CREDIT	-12.84	01/22/2026	609-49750-50252	
10447603	BEER	523.90	01/22/2026	609-48000-50252	
10447603	N/A SALES	29.00	01/22/2026	609-48000-50250	
10447609	THC	242.96	01/22/2026	609-49750-50254	
10447610	N/A SALES	57.60	01/22/2026	609-49750-50250	
10447610	BEER	2,054.55	01/22/2026	609-49750-50252	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	12,163.25			
Vendor: 1066	BREAKTHRU BEVERAGE MN WINE & SPIRITS, LLC			Check Sequence: 8	ACH Enabled: False
124990701.	LIQUOR	674.71	01/22/2026	609-49750-50251	
125112718	LIQUOR	250.03	01/22/2026	609-49750-50251	
125114203	LIQUOR	368.15	01/22/2026	609-48000-50251	
125114204	WINE	556.95	01/22/2026	609-48000-50253	
125114205	N/A SALES	371.53	01/22/2026	609-48000-50250	
125114435	LIQUOR	550.12	01/22/2026	609-49750-50251	
125114436	N/A SALES	227.02	01/22/2026	609-49750-50250	
125215502	LIQUOR	45.46	01/22/2026	609-49750-50251	
125218604	WINE	169.65	01/22/2026	609-49750-50253	
125218605	LIQUOR	2,011.70	01/22/2026	609-49750-50251	
	Check Total:	5,225.32			
Vendor: 1076	Business Essentials			Check Sequence: 9	ACH Enabled: False
661692-1	DOG WASTE BAGES	633.90	01/22/2026	101-45000-50210	
	Check Total:	633.90			
Vendor: 1082	Capitol Beverage Sales LP			Check Sequence: 10	ACH Enabled: False
3234729	BEER	1,832.00	01/22/2026	609-49750-50252	
3234729	LIQUOR	44.25	01/22/2026	609-49750-50251	
3234729	N/A SALES	62.90	01/22/2026	609-49750-50250	
3234917	BEER CREDIT	-108.00	01/22/2026	609-48000-50252	
	Check Total:	1,831.15			
Vendor: 2315	CENTRAL-MCGOWAN, INC			Check Sequence: 11	ACH Enabled: False
1082065	WELDING GAS	463.92	01/22/2026	101-43000-50210	
428344_	CYLINDER RENTAL	26.85	01/22/2026	101-43000-50210	
	Check Total:	490.77			
Vendor: 1109	CINTAS			Check Sequence: 12	ACH Enabled: False
4250403709	UNIFORMS	0.40	01/22/2026	609-49750-50237	
4250403709	UNIFORMS	0.40	01/22/2026	101-45000-50237	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4250403709	UNIFORMS	2.77	01/22/2026	101-45500-50237	
4250403709	UNIFORMS	2.57	01/22/2026	620-49600-50237	
4250403709	UNIFORMS	25.27	01/22/2026	615-49550-50237	
4250403709	UNIFORMS	11.09	01/22/2026	602-49450-50237	
4250403709	UNIFORMS	1.34	01/22/2026	101-42110-50237	
4250403709	UNIFORMS	4.35	01/22/2026	101-41940-50237	
4250403709	UNIFORMS	76.68	01/22/2026	101-43000-50237	
4250403709	UNIFORMS	9.19	01/22/2026	612-49700-50237	
4250403709	MATS	10.55	01/22/2026	101-43000-50300	
4252565968	UNIFORMS	27.13	01/22/2026	615-49550-50237	
4252565968	RUGS/MOPS	28.75	01/22/2026	101-43000-50300	
4252565968	UNIFORMS	2.77	01/22/2026	101-45500-50237	
4252565968	UNIFORMS	76.68	01/22/2026	101-43000-50237	
4252565968	UNIFORMS	4.35	01/22/2026	101-41940-50237	
4252565968	UNIFORMS	2.57	01/22/2026	620-49600-50237	
4252565968	UNIFORMS	0.40	01/22/2026	101-45000-50237	
4252565968	UNIFORMS	9.19	01/22/2026	612-49700-50237	
4252565968	UNIFORMS	11.09	01/22/2026	602-49450-50237	
4252565968	UNIFORMS	0.40	01/22/2026	609-49750-50237	
4252565968	UNIFORMS	1.34	01/22/2026	101-42110-50237	
4252579888	FLOOR MATS	20.00	01/22/2026	615-49550-50300	
4255591991	MATS-WASTEWATER	22.62	01/22/2026	602-49450-50300	
4255591991	UNIFORMS WASTEWATER	30.53	01/22/2026	602-49450-50237	
4255592179	MATS	28.75	01/22/2026	101-43000-50300	
4255592179	UNIFORMS	0.40	01/22/2026	609-49750-50237	
4255592179	UNIFORMS	76.68	01/22/2026	101-43000-50237	
4255592179	UNIFORMS	2.77	01/22/2026	101-45500-50237	
4255592179	UNIFORMS	4.35	01/22/2026	101-41940-50237	
4255592179	UNIFORMS	11.09	01/22/2026	602-49450-50237	
4255592179	UNIFORMS	25.27	01/22/2026	615-49550-50237	
4255592179	MATS	19.20	01/22/2026	615-49550-50300	
4255592179	UNIFORMS	2.57	01/22/2026	620-49600-50237	
4255592179	UNIFORMS	9.19	01/22/2026	612-49700-50237	
4255592179	UNIFORMS	0.40	01/22/2026	101-45000-50237	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4255592179	UNIFORMS	1.34	01/22/2026	101-42110-50237	
4255607081	MATS	27.31	01/22/2026	101-45500-50300	
4255607111	MATS	14.42	01/22/2026	101-42280-50300	
4255607254	MATS	70.91	01/22/2026	101-41940-50300	
4255607325	MATS	49.36	01/22/2026	609-49750-50300	
4255607356	MATS	48.49	01/22/2026	609-48000-50300	
4255607460	MATS	20.00	01/22/2026	615-49550-50300	
4256313692	UNIFORMS-WASTEWATER	30.53	01/22/2026	602-49450-50237	
4256313692	MOPS-WASTEWATER	2.05	01/22/2026	602-49450-50300	
4256313745	MATS/MOPS	10.55	01/22/2026	101-43000-50300	
4256313745	UNIFORMS	2.77	01/22/2026	101-45500-50237	
4256313745	UNIFORMS	11.09	01/22/2026	602-49450-50237	
4256313745	UNIFORMS	0.40	01/22/2026	101-45000-50237	
4256313745	UNIFORMS	0.40	01/22/2026	609-49750-50237	
4256313745	UNIFORMS	9.19	01/22/2026	612-49700-50237	
4256313745	UNIFORMS	25.27	01/22/2026	615-49550-50237	
4256313745	UNIFORMS	4.35	01/22/2026	101-41940-50237	
4256313745	UNIFORMS	1.34	01/22/2026	101-42110-50237	
4256313745	UNIFORMS	76.68	01/22/2026	101-43000-50237	
4256313745	UNIFORMS	2.57	01/22/2026	620-49600-50237	
	Check Total:	972.12			
Vendor: 1902	CIVICPLUS LLC			Check Sequence: 13	ACH Enabled: False
359660	MUNICIPAL WEBSITE	8,111.89	01/22/2026	101-41420-50242	
	Check Total:	8,111.89			
Vendor: 1114	Coffee Mill Inc			Check Sequence: 14	ACH Enabled: False
277887	COFFEE & FIELD SERVICE	94.00	01/22/2026	101-41940-50210	
	Check Total:	94.00			
Vendor: 2206	Core & Main LP			Check Sequence: 15	ACH Enabled: False
24829	CHEMICAL SAMPLES	393.09	01/22/2026	602-49450-50315	
	Check Total:	393.09			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1129	DAHLHEIMER DISTRIBUTING			Check Sequence: 16	ACH Enabled: False
1836-00059	BEER CREDIT	-21.60	01/22/2026	609-49750-50252	
2661558	LIQUOR	240.60	01/22/2026	609-49750-50251	
2661559	N/A SALES	148.83	01/22/2026	609-49750-50250	
2661560	THC	180.00	01/22/2026	609-49750-50254	
2661561	BEER	2,679.00	01/22/2026	609-49750-50252	
2661648	THC	55.00	01/22/2026	609-48000-50254	
2661649	N/A SALES	52.35	01/22/2026	609-48000-50250	
2661650	LIQUOR	204.80	01/22/2026	609-48000-50251	
2661651	BEER	1,670.95	01/22/2026	609-48000-50252	
2667307	THC	552.00	01/22/2026	609-48000-50254	
2667308	THC	1,791.00	01/22/2026	609-49750-50254	
2667735	LIQUOR	52.60	01/22/2026	609-49750-50251	
2667766	BEER CREDIT	-39.00	01/22/2026	609-49750-50252	
2667875	LIQUOR	106.00	01/22/2026	609-48000-50251	
2667876	BEER	3,227.85	01/22/2026	609-48000-50252	
2667877	N/A SALES	30.80	01/22/2026	609-49750-50250	
2668137	BEER	7,053.45	01/22/2026	609-49750-50252	
2673411	THC	799.45	01/22/2026	609-49750-50254	
2673412	N/A SALES	263.98	01/22/2026	609-49750-50250	
2673495	LIQUOR	160.60	01/22/2026	609-49750-50251	
2673496	BEER	7,766.75	01/22/2026	609-49750-50252	
2673580	N/A SALES	31.00	01/22/2026	609-48000-50250	
2673581	LIQUOR	47.00	01/22/2026	609-48000-50251	
2673583	THC	120.00	01/22/2026	609-48000-50254	
2673585	BEER	864.90	01/22/2026	609-48000-50252	
	Check Total:	28,038.31			
Vendor: 2292	DEE'S MECHANICAL LLC			Check Sequence: 17	ACH Enabled: False
142	REPAIR AT WASTEWATER	2,035.00	01/22/2026	602-49450-50401	
143	ROOFTOP UNIT REPAIR	655.00	01/22/2026	101-42280-50401	
	Check Total:	2,690.00			
Vendor: 1143	Dr Pepper Snapple Group			Check Sequence: 18	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4849207673	N/A SALES	222.00	01/22/2026	609-49750-50250	
	Check Total:	222.00			
Vendor: 1144 156777	DRESSER TRAP ROCK, INC SAND/SALT MIX	5,272.89	01/22/2026	Check Sequence: 19 101-43000-50270	ACH Enabled: False
	Check Total:	5,272.89			
Vendor: 1149 2026-13	EAST CENTRAL REGIONAL LIBRARY ANNUAL CONTRACT	12,443.60	01/22/2026	Check Sequence: 20 101-45500-50300	ACH Enabled: False
	Check Total:	12,443.60			
Vendor: 1706 DEC 2025	Flaherty & Hood, P.A. GEN MUNI & REAL ESTATE	1,935.00	01/22/2026	Check Sequence: 21 101-00000-21165	ACH Enabled: False
DEC 2025	GEN MUNI & REAL ESTATE	537.50	01/22/2026	201-46500-50304	
DEC 2025	GEN MUNI & REAL ESTATE	322.50	01/22/2026	101-41610-50304	
DEC 2025	GEN MUNI & REAL ESTATE	1,332.50	01/22/2026	101-41610-50304	
DEC 2025	GEN MUNI & REAL ESTATE	300.00	01/22/2026	101-42110-50304	
DEC 2025	GEN MUNI & REAL ESTATE	430.00	01/22/2026	101-41910-50304	
	Check Total:	4,857.50			
Vendor: 2318 114559766133754	FRALEY, MATT PW UNIFORMS	110.49	01/22/2026	Check Sequence: 22 101-43000-50237	ACH Enabled: False
	Check Total:	110.49			
Vendor: 2240 767133	GigFire LLC INTERNET LEASE FEB 2026	70.00	01/22/2026	Check Sequence: 23 101-41420-50243	ACH Enabled: False
	Check Total:	70.00			
Vendor: 1239 7309744	Hawkins, Inc. WATER CHEMICALS	2,940.05	01/22/2026	Check Sequence: 24 615-49550-50272	ACH Enabled: False
	Check Total:	2,940.05			
Vendor: 1998 100001621905	HEWLETT-PACKARD FINANCIAL SERVICES COMPANY NETWORK SWITCHES/FIREWALLS	1,849.78	01/22/2026	Check Sequence: 25 101-41420-50244	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,849.78			
Vendor: 1246 894797	HOHENSTEINS, INC. BEER	552.40	01/22/2026	Check Sequence: 26 609-49750-50252	ACH Enabled: False
	Check Total:	552.40			
Vendor: 2251 121966	IMAGETREND, LLC Annual Fee	1,500.00	01/22/2026	Check Sequence: 27 101-42280-50401	ACH Enabled: False
	Check Total:	1,500.00			
Vendor: 1279 2960011	JOHNSON BROTHERS LIQUOR CO LIQUOR	786.04	01/22/2026	Check Sequence: 28 609-49750-50251	ACH Enabled: False
2960012	N/A SALES	99.68	01/22/2026	609-49750-50250	
2960013	WINE	147.98	01/22/2026	609-49750-50253	
2960014	LIQUOR	1,909.72	01/22/2026	609-49750-50251	
2960015	WINE	744.24	01/22/2026	609-49750-50253	
2960016	LIQUOR	2,326.42	01/22/2026	609-49750-50251	
2960017	LIQUOR	393.68	01/22/2026	609-48000-50251	
2960018	LIQUOR	237.30	01/22/2026	609-48000-50251	
2960019	LIQUOR	1,869.38	01/22/2026	609-48000-50251	
2960020	WINE	227.36	01/22/2026	609-48000-50253	
2960021	LIQUOR	755.52	01/22/2026	609-48000-50251	
2966206	LIQUOR	3,839.10	01/22/2026	609-49750-50251	
2966207	WINE	290.46	01/22/2026	609-49750-50253	
2966208	LIQUOR	881.78	01/22/2026	609-49750-50251	
2966209	WINE	2,091.52	01/22/2026	609-49750-50253	
2966210	LIQUOR	1,713.64	01/22/2026	609-48000-50251	
2966211	WINE	415.36	01/22/2026	609-48000-50253	
2966212	THC	342.60	01/22/2026	609-48000-50254	
2966213	LIQUOR	513.40	01/22/2026	609-48000-50251	
2966214	WINE	1,225.12	01/22/2026	609-48000-50253	
2970916	LIQUOR	924.70	01/22/2026	609-49750-50251	
2970917	WINE	320.82	01/22/2026	609-49750-50253	
2970918	LIQUOR	2,767.02	01/22/2026	609-49750-50251	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
2970919	WINE	46.89	01/22/2026	609-49750-50253	
2970920	LIQUOR	504.52	01/22/2026	609-49750-50251	
2970921	LIQUOR	142.84	01/22/2026	609-48000-50251	
2970922	LIQUOR	429.95	01/22/2026	609-48000-50251	
2970923	WINE	238.98	01/22/2026	609-48000-50253	
2970924	LIQUOR	2,622.16	01/22/2026	609-48000-50251	
2970925	WINE	46.89	01/22/2026	609-48000-50253	
	Check Total:	28,855.07			
Vendor: 1320	Lynette Koalska			Check Sequence: 29	ACH Enabled: False
121725	ADVERTISING	120.00	01/22/2026	609-49750-50340	
	Check Total:	120.00			
Vendor: 2313	KREATIV HQ. LLC			Check Sequence: 30	ACH Enabled: False
7122	BUSINESS CARDS	2,576.70	01/22/2026	101-41940-50210	
7166	BUSINESS CARDS SET UP	750.00	01/22/2026	101-41940-50210	
	Check Total:	3,326.70			
Vendor: 1685	Lakes Brewing Company			Check Sequence: 31	ACH Enabled: False
002504	BEER	233.00	01/22/2026	609-49750-50252	
	Check Total:	233.00			
Vendor: 1296	Lamar Companies			Check Sequence: 32	ACH Enabled: False
117833662	ADVERTISING	4,504.50	01/22/2026	609-49750-50340	
117833662	ADVERTISING	1,930.50	01/22/2026	609-48000-50340	
	Check Total:	6,435.00			
Vendor: 1303	Leads Online			Check Sequence: 33	ACH Enabled: False
423106	PowerPlus Renewal	3,230.00	01/22/2026	101-41420-50242	
	Check Total:	3,230.00			
Vendor: 1304	League Of Minnesota Cities			Check Sequence: 34	ACH Enabled: False
440238	PEACE OFFICER TRAINING	1,350.00	01/22/2026	101-42110-50332	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,350.00			
Vendor: 1308	LegalShield			Check Sequence: 35	ACH Enabled: False
JAN 2026	PAYROLL WITHHOLDING	46.85	01/22/2026	101-00000-21712	
	Check Total:	46.85			
Vendor: 1860	LifeLine			Check Sequence: 36	ACH Enabled: False
23125	NEW SQUAD EQUIP	5,933.44	01/22/2026	701-70100-50550	
	Check Total:	5,933.44			
Vendor: 1643	McDonald Distributing			Check Sequence: 37	ACH Enabled: False
841069	BEER	216.95	01/22/2026	609-48000-50252	
841069	N/A SALES	178.80	01/22/2026	609-48000-50250	
841069	LIQUOR	60.30	01/22/2026	609-48000-50251	
841070	N/A SALES	223.50	01/22/2026	609-49750-50250	
841070	THC	80.00	01/22/2026	609-49750-50254	
841070	BEER	7,856.70	01/22/2026	609-49750-50252	
841073	LIQUOR	120.60	01/22/2026	609-49750-50251	
842541	BEER CREDIT	-194.30	01/22/2026	609-48000-50252	
842541	LIQUOR CREDIT	-42.00	01/22/2026	609-48000-50251	
842542	LIQUOR	180.90	01/22/2026	609-48000-50251	
842542	THC	71.76	01/22/2026	609-48000-50254	
842542	BEER	1,102.55	01/22/2026	609-48000-50252	
842645	BEER CREDIT	-140.10	01/22/2026	609-49750-50252	
842647	LIQUOR CREDIT	-91.60	01/22/2026	609-49750-50251	
842652	LIQUOR	273.50	01/22/2026	609-49750-50251	
842653	LIQUOR	33.60	01/22/2026	609-49750-50251	
842653	THC	71.76	01/22/2026	609-49750-50254	
842653	BEER	7,645.85	01/22/2026	609-49750-50252	
842653	N/A SALES	38.40	01/22/2026	609-49750-50250	
842679	BEER CREDIT	-30.00	01/22/2026	609-49750-50252	
843612	BEER CREDIT	-615.13	01/22/2026	609-48000-50252	
843612	LIQUOR CREDIT	-136.40	01/22/2026	609-48000-50251	
843614	LIQUOR	106.60	01/22/2026	609-48000-50251	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
843614	BEER	4,463.20	01/22/2026	609-48000-50252	
843682	LIQUOR	138.90	01/22/2026	609-49750-50251	
843686	LIQUOR	67.20	01/22/2026	609-49750-50251	
843686	THC	71.76	01/22/2026	609-49750-50254	
843686	BEER	2,205.55	01/22/2026	609-49750-50252	
843774	BEER CREDIT	-200.38	01/22/2026	609-49750-50252	
843933	BEER CREDIT	-24.00	01/22/2026	609-49750-50252	
8860737	BEER CREDIT	-31.25	01/22/2026	609-49750-50252	
8860743	BEER CREDIT	-57.70	01/22/2026	609-49750-50252	
	Check Total:	23,645.52			
Vendor: 1388 8112090	MN Dept Of Natural Resources NorthwoodParkOR24-08	29.71	01/22/2026	Check Sequence: 38 486-46500-50506	ACH Enabled: False
	Check Total:	29.71			
Vendor: 1391 00-040622824	MN Dept Of Public Safety-DVS-Renewal 2016 FORD - JCP076 - PD	15.25	01/22/2026	Check Sequence: 39 101-42110-50236	ACH Enabled: False
	Check Total:	15.25			
Vendor: 2203 NBCONTRACT	Morris Electronics, Inc. 2026 SERVICE CONTRACT	43,654.00	01/22/2026	Check Sequence: 40 101-41420-50300	ACH Enabled: False
	Check Total:	43,654.00			
Vendor: 1691 1411226311	Motorola Solutions, Inc. 2026 SUBSCRIPTION	2,460.00	01/22/2026	Check Sequence: 41 101-41420-50242	ACH Enabled: False
	Check Total:	2,460.00			
Vendor: 1440 559657	North Central Bus & Equip Inc. PW VEHICLE REPAIR	900.00	01/22/2026	Check Sequence: 42 101-43000-50404	ACH Enabled: False
	Check Total:	900.00			
Vendor: 2094 328	NORTHERN TECHNOLOGY INITIATIVE 2026 Membership Dues	850.00	01/22/2026	Check Sequence: 43 201-46500-50433	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	850.00			
Vendor: 1449 PS0265714-1	Nuss Truck & Equipment PLOW TRUCK REPAIRS	613.23	01/22/2026	Check Sequence: 44 101-43000-50404	ACH Enabled: False
	Check Total:	613.23			
Vendor: 1763 DV25120447	OFFICE OF MNIT SERVICES-ACCOUNTS RECEIVABLE WAN SERVICES MONTHLY	1,150.00	01/22/2026	Check Sequence: 45 101-41420-50243	ACH Enabled: False
	Check Total:	1,150.00			
Vendor: 1453 E03368	Olson Power & Equipment SKID STEER AMOUNT DUE	4,899.87	01/22/2026	Check Sequence: 46 101-43000-50540	ACH Enabled: False
	Check Total:	4,899.87			
Vendor: 2293 DEC 2025	On-Line Retrievers ANIMAL CONTROL DEC 2025	660.20	01/22/2026	Check Sequence: 47 101-42700-50310	ACH Enabled: False
	Check Total:	660.20			
Vendor: 1470 887383	Peterson, Dennis R. HAULING SAND/SALT	600.00	01/22/2026	Check Sequence: 48 101-43000-50270	ACH Enabled: False
	Check Total:	600.00			
Vendor: 1474 5103988	PHILLIPS WINE & SPIRITS, INC LIQUOR	813.73	01/22/2026	Check Sequence: 49 609-49750-50251	ACH Enabled: False
5103989	WINE	458.55	01/22/2026	609-49750-50253	
5103990	WINE	0.15	01/22/2026	609-48000-50253	
5103991	LIQUOR	607.36	01/22/2026	609-48000-50251	
5103992	WINE	366.72	01/22/2026	609-48000-50253	
5108579	LIQUOR	1,037.24	01/22/2026	609-49750-50251	
5108580	WINE	529.20	01/22/2026	609-49750-50253	
5108581	WINE	263.68	01/22/2026	609-48000-50253	
5108582	LIQUOR	250.02	01/22/2026	609-48000-50251	
5108583	WINE	76.24	01/22/2026	609-48000-50253	
5112140	LIQUOR	766.33	01/22/2026	609-49750-50251	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
5112141	WINE	917.35	01/22/2026	609-49750-50253	
5112142	N/A SALES	221.55	01/22/2026	609-49750-50250	
5112143	WINE	257.52	01/22/2026	609-48000-50253	
5112144	WINE	257.20	01/22/2026	609-48000-50253	
5112145	N/A SALES	179.86	01/22/2026	609-48000-50250	
	Check Total:	7,002.70			
Vendor: 1482	Post Haste Business Solutions			Check Sequence: 50	ACH Enabled: False
144626	ATC/UTV/GOLF PERMITS - 100	300.00	01/22/2026	101-42110-50210	
	Check Total:	300.00			
Vendor: 1484	Premium Waters Inc.			Check Sequence: 51	ACH Enabled: False
311239692	OPERATING SUPPLIES	11.76	01/22/2026	609-49750-50210	
	Check Total:	11.76			
Vendor: 2232	Pryes Brewing Company LLC			Check Sequence: 52	ACH Enabled: False
W-113327	BEER	111.00	01/22/2026	609-48000-50252	
W-113328	BEER	120.00	01/22/2026	609-49750-50252	
W-114055	BEER	133.00	01/22/2026	609-49750-50252	
	Check Total:	364.00			
Vendor: UB*00042	KEVIN RICHARDSON			Check Sequence: 53	ACH Enabled: False
	Refund Check 006015-000, 38960 5TH AVE	12.49	06/23/2025	612-00000-20200	
	Refund Check 006015-000, 38960 5TH AVE	5.09	06/23/2025	602-00000-20200	
	Refund Check 006015-000, 38960 5TH AVE	3.31	06/23/2025	615-00000-20200	
	Refund Check 006015-000, 38960 5TH AVE	40.09	06/23/2025	615-00000-20200	
	Refund Check 006015-000, 38960 5TH AVE	29.06	06/23/2025	602-00000-20200	
	Refund Check 006015-000, 38960 5TH AVE	1.62	06/23/2025	615-00000-20200	
	Check Total:	91.66			
Vendor: 2066	RMB Environmental Laboratories, Inc.			Check Sequence: 54	ACH Enabled: False
B021062	WATER SAMPLE TEST	105.00	01/22/2026	615-49550-50315	
	Check Total:	105.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 2288 01092026	SNAP-ON CREDIT LLC MONTHLY SUBS DIAGNOSTIC TOOL	94.00	01/22/2026	Check Sequence: 55 101-43000-50404	ACH Enabled: False
	Check Total:	94.00			
Vendor: 1534 2709881 2709881 2710288 2710289 2712005 2712005 2712457 2714364 2714802 2714803 9679193	SOUTHERN GLAZERS WINE & SPIRITS OF MINNESOTA LIQUOR WINE LIQUOR WINE WINE LIQUOR LIQUOR LIQUOR LIQUOR WINE WINE CREDIT	3,214.99 694.19 2,007.88 642.08 121.85 1,359.46 1,699.71 724.49 2,015.16 642.61 -128.00	01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026	Check Sequence: 56 609-48000-50251 609-48000-50253 609-49750-50251 609-49750-50253 609-48000-50253 609-48000-50251 609-49750-50251 609-48000-50251 609-49750-50251 609-49750-50253 609-49750-50253	ACH Enabled: False
	Check Total:	12,994.42			
Vendor: 1343 IN-35011	Justin Strayer BEER	425.25	01/22/2026	Check Sequence: 57 609-48000-50252	ACH Enabled: False
	Check Total:	425.25			
Vendor: 1550 1802417	STREICHERS UNIFORM ITEM	324.00	01/22/2026	Check Sequence: 58 101-42110-50237	ACH Enabled: False
	Check Total:	324.00			
Vendor: 1553 6717	Sunrise Hydraluics, Inc. PLOW PARTS	683.63	01/22/2026	Check Sequence: 59 101-43000-50404	ACH Enabled: False
	Check Total:	683.63			
Vendor: 1584 573081429 573249869	U.S. Bank Equipment Finance COPY MACHINE LEASE COPY MACHINE LEASE	185.00 958.08	01/22/2026 01/22/2026	Check Sequence: 60 101-41420-50219 101-41420-50219	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,143.08			
Vendor: 1827 E-41924	Urban Growler Brewing Company, LLC BEER	212.00	01/22/2026	Check Sequence: 61 609-49750-50252	ACH Enabled: False
	Check Total:	212.00			
Vendor: 1598 3834745	Viking Coca-Cola Bottling Co. N/A SALES	102.60	01/22/2026	Check Sequence: 62 609-49750-50250	ACH Enabled: False
	Check Total:	102.60			
Vendor: 1611 155166 155166 155166	WATSON COMPANY N/A SALES OPERATIONS SUPPLIES OPERATIONS SUPPLIES	1,248.22 29.00 92.47	01/22/2026 01/22/2026 01/22/2026	Check Sequence: 63 609-49750-50250 609-48000-50210 609-49750-50210	ACH Enabled: False
	Check Total:	1,369.69			
Vendor: 1622 7550599	WINE MERCHANTS WINE	328.94	01/22/2026	Check Sequence: 64 609-49750-50253	ACH Enabled: False
	Check Total:	328.94			
Vendor: 1624 85475 88809	Winnick Supply, Inc. IMPACT AND BATTERY HEDGE TRIMMER	199.00 269.00	01/22/2026 01/22/2026	Check Sequence: 65 101-43000-50240 101-43000-50240	ACH Enabled: False
	Check Total:	468.00			
Vendor: 1628 DEC 2025 DEC 2025 DEC 2025 DEC 2025 DEC 2025 DEC 2025 DEC 2025 DEC 2025	WSB & Associates, Inc. R-025975-000-14 SUNRISE BLUFF 3RD R-032627-000-2 FAIRWAY FIELD R-032786-000-1 WELLHEAD PROTECT R-032809-000-1 2026 PVMNT IMP R-032813-000-1 LP EXPERT FIN R-020200-000-19 SCHOOLSIDE 4TH ADD R-027113-000-12 2025 COMP SAN SEW R-032117-000-3 BRIDGE SAFETY	289.50 1,206.75 3,255.00 17,709.75 1,370.00 55.50 1,741.75 218.00	01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026 01/22/2026	Check Sequence: 66 101-00000-21167 101-00000-21187 615-49550-50303 101-43000-50303 476-46500-50303 101-00000-21144 602-49450-50303 612-49700-50303	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
DEC 2025	R-031862-000-3 BEACH TRANSPORT	370.00	01/22/2026	101-00000-21184	
DEC 2025	R-032810-000-1 FLETCHER EXT	15,951.50	01/22/2026	476-46500-50303	
DEC 2025	R-024317-000-18 MEADOWS RDG	140.00	01/22/2026	101-00000-21165	
DEC 2025	R-027636-000-13 FOX RUN PHASE2	306.25	01/22/2026	101-00000-21179	
DEC 2025	R-030615-000-9 SPEED LIMIT POL	420.00	01/22/2026	101-43000-50482	
DEC 2025	R-021646-000-18 SRTS TRL	334.00	01/22/2026	486-46500-50303	
DEC 2025	R-019771-000-35 MS4 SERVICES	1,034.50	01/22/2026	612-49700-50303	
DEC 2025	R-028099-000-8 FLINK/400TH STUDY	630.00	01/22/2026	101-00000-21165	
DEC 2025	R-027792-000-12 CITY ENGINEER	10,259.00	01/22/2026	101-41700-50303	
DEC 2025	R-021286-000-28 FOX RUN DEV	55.50	01/22/2026	101-00000-21140	
	Check Total:	55,347.00			
Vendor: 1638	Zoll			Check Sequence: 67	ACH Enabled: False
4405341	PEDI PAD ELECTRODES	3,048.00	01/22/2026	101-42110-50210	
	Check Total:	3,048.00			
	Total for Check Run:	400,718.19			
	Total of Number of Checks:	67			



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, JANUARY 13, 2026 @ 7:00 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, January 13, 2026

1. CALL TO ORDER

Mayor Kevin Schieber called the North Branch City Council Meeting to order at 7:00 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Kevin Schieber led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Councilmember Jeff Goulet, Councilmember Jim Ibinger, Councilmember Patrick Meacham, Councilmember Robert Canada

Absent:

Remote:

Others Present:

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

Motion to move 7F, Approval of Resolution R-281-2026 authorizing budget carryovers to Staff Reports, 9A.

RESULT: Passed
MOVER: Patrick Meacham
SECONDER: Robert Canada

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

5. PRESENTATION & PROCLAMATION

- a. City of North Branch Legislative Review for 2025 from Larkin Hoffman Public Affairs - Margaret Vesel, Brandan Strickland, and Andrew Carlson VERBAL UPDATE

Margaret Vesel, Brandan Strickland and Andrew Carlson from Larkin Hoffman Public Affairs gave a presentation regarding the City of North Branch Legislative Review for 2025.

6. 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.

Paul Willard and Ben Hedberg signed up for Public Comment.

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.

Consent agenda 7F has been moved to 9A under Staff Reports.

RESULT: Passed
MOVER: Robert Canada
SECONDER: Jeff Goulet
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- a. Claims ACTION
b. Minutes - City Council Meeting - December 9, 2025, 7:00 PM ACTION
c. Minutes - City Council Workshop - November 18, 2025 ACTION
d. Minutes - Truth in Taxation - December 03, 2025 ACTION
e. Approve 2026 Tobacco, Massage, and ROW Licenses ACTION
f. Approval of Resolution R-281-2026 authorizing budget carryovers ACTION

Finance Director Sharon Wright presented Resolution R-281-2026 authorizing budget carryovers.

During the 2025 fiscal year, certain circumstances arose that prevented departments from expending their budgets as originally planned. This information was not available at the time that the 2025 budget was developed. Accordingly, we are requesting City Council approval to carry forward a portion of these funds into fiscal year 2026 to ensure that the associated projects can be completed.

The 2025 budget carryovers to be approved.

General Fund - Fire Station Roof Repairs \$50,000
 General Fund - Fire Public Safety Money \$57,700
 General Fund - Park Trails Maintenance \$175,000
 General Fund - Building Official Training \$5,000
 Water Fund - Water Tower #2 Cleaning \$10,000

Motion for Resolution R-281-2026 authorizing revised budget carryovers.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- g. Approval of Resolution R-278-2026 authorizing official signatories and declaring official depositories ACTION
- h. Approval of Audit Engagement Letter with Abdo for 2025 audit ACTION
- i. Recieve monthly legal report from City Attorney INFO
- j. Approval of Resolution R-282-2026 regarding the support of a Minnesota Forward Fund Application ACTION
- k. Approve Gambling LG220 Permit - Minnesota Deer Hunters Association - Wild River Chapter ACTION
- l. Approve Gambling LG220 Permit #2 - Minnesota Deer Hunters Association - Wild River Chapter ACTION
- m. Approval of Commission members for 2026 ACTION
- n. Approval of election results and officer appointments for the Fire Department in 2026 ACTION
- o. Consider approval of job description for Building Official ACTION

8. PUBLIC HEARINGS

- a. Public Hearing Continuation for the NW Old Town Street and Utility Project INFO

Due to the snow event on December 9, the City Council made the decision to continue the Public Hearing for the NW Old Town Improvement Project to the January 13, 2026 Council meeting. Heidi Hamilton of WSB presented the project information for the Council and residents.

The city’s 2026 Capital Improvement Plan (CIP) includes the Northwest Old Town Street and Utility Improvements, including:

- Cedar Street (Elmwood Terrace Apartments to Branch Avenue)
- Elm Street (Oakview Avenue to 8th Avenue)
- 10th Avenue (TH 95 to Cedar Street)
- 11th Avenue (Elm Street to Cedar Street)
- 12th Avenue (TH 95 to Cedar Street)

The project involves the reconstruction of streets in the Old Town area along with drainage improvements, storm water detention, water main improvements and sanitary sewer remediation.

Sidewalks could be included in the project along Elm Street and Ninth Avenue, and street parking along Elm Street, at the Council's direction.

The City Council considered proceeding with this project in 1995, 2006, and again in 2016. In all instances the project did not go forward due to high assessment costs. A new assessment policy was adopted in August 2025 and used in developing the proposed financial plan for the project.

A neighborhood meeting to discuss the project was held on November 17, 2025. Notice of the December 9, 2025 public hearing was mailed to property owners on November 19, 2025 and published in the official newspaper on November 27, 2025 and December 4, 2025, meeting the statutory guidelines. Due to the snowstorm that occurred on the day of the Public Hearing, the Hearing was continued to January 13, 2026.

A notice of the January 13 continued public hearing was sent to all residents and property owners on December 18, 2025, and notice was published in the official newspaper on January 1 and January 8, 2026. A project information sheet was included with the mailing and a website has been created (<https://nwoldtown-wsbeng.hub.argis.com>) to share information about the project more widely. The revised project schedule proposes to begin construction in July 2026 and complete the work in the summer 2027

The proposed improvement cost is estimated to be \$5,547,400 , which includes 10% contingency and 20% indirect costs.

The next step for this project to move forward is to order the improvement, direct the preparation of plans and specifications, and approve the engineering services contract with the City's Engineering Firm, WSB. The contract for services includes the preparation of the project design plans and specifications, bid preparation and publishing, creating the bid tabulation and bid verification with letter of recommendation for award of the project, materials testing, and construction observation. The total cost to complete these services is proposed to be completed at a cost of \$579,039 (plus \$8,875/parcel if additional right-of-way acquisition is needed). A copy of the full scope of services is attached for your review.

Public Hearing was reopened at 7:51 PM from the December 9th, 2025 meeting.

Kathy Blomquist, Bob Streater, Char Plattner, Josh Graham, Jordan Gobely, and Janelle Moore addressed the City Council at the Public Hearing.

Public Hearing was closed at 8:46 PM.

- b. Approval of Resolution R-279-2026 Authorizing WSB to prepare plans and specifications for the NW Old Town Project ACTION

Motion was made to table Resolution R-279-2026 to the 1st regular City Council meeting in February 2026.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

9. STAFF REPORTS

- a. Approval of Resolution R-280-2026 accepting the Annual Appointments and Designations ACTION

Motion to approve Resolution R-280-2026 accepting the Annual Appointments and Designations.

RESULT: Passed
MOVER: Jeff Goulet
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- b. Consider approval of Council Meeting calendar for 2026 ACTION

City Administrator Matthew Hill presented the consideration of approval of the City Council Meeting calendar for 2026. Changing the date and time requires an ordinance change. Consensus of the City Council to change the time to 6:00 PM on Wednesday evenings. City Administrator Matthew Hill will draft an ordinance amendment for the next City Council meeting.

- c. Finance Update INFO

Finance Director Sharon Wright presented the Finance Update.

Cash and Investments

The City currently holds approximately \$5.2 million in checking accounts and money market funds that are readily convertible to cash. These funds support day-to-day operations. Our target balance is closer to \$6.0 million to avoid penalties associated with larger invoices or pay applications. While balances were slightly below this level at the end of November, the second installment of property taxes is typically received during the first week of December. In addition, the City holds \$17.5 million in investments, including Agencies, U.S. Treasuries, Certificates of Deposit, and Bonds. The average earnings rate for these investments in November was 3.836%, generating approximately \$50,000 per month in interest income.

Liquor Store Report

Liquor store revenue continues to trend slightly below prior periods; however, expenses have also declined. Net income before transfers remains strong at approximately 10.6%. Gross margin is averaging 30.3% across both stores, which exceeds the statewide average of approximately 27%.

November Finance Update

We are nearing final year-end figures and have begun preparing accruals for both revenues and expenses. Invoices related to 2025 expenditures are often received through February and will be recorded in the appropriate fiscal year. All funds are currently projected to exceed their 2025 budgeted revenue amounts, and expenses remain below budget as we approach year-end.

- d. Consider Approval of Viking Meadows Preliminary Development MOU ACTION

Community Development Director Nate Sondrol presented the Viking Meadows Preliminary Development MOU. Due North Homes LLC (“Developer”) requests City Council approval of a

Preliminary Development Memorandum of Understanding (MOU) for the proposed Viking Meadows, Edition 1 residential subdivision. The proposed Viking Meadows development is located directly east of the wastewater treatment facility on Ash Street and west of Hemingway Avenue. (PID: 11.00343.00) The MOU establishes a non-binding framework outlining the parties' mutual expectations related to land use entitlements, infrastructure coordination, special assessments, utility extensions, and key terms to be incorporated into a future binding Development Agreement. Approval of the MOU provides procedural clarity and predictability for both parties while preserving the City's authority during subsequent formal approvals. The proposed development consists of approximately 27.75 acres planned for residential use, including a minimum of 101 units comprised of 35 single-family homes and 66 twin-home units. Development density will be calculated based on net developable acreage. The project will proceed through standard entitlement processes, including preliminary and final plat approvals.

Entitlement Process

The City agrees to process preliminary and final plat applications in accordance with adopted ordinances and statutory timelines, without imposing unreasonable or ad hoc conditions.

Special Assessments

The parties agree in principle to utilize Minnesota Statute § 429 to assess up to \$850,000 in eligible on-site infrastructure improvements, with assessments rebated to the Developer over a seven-year period, subject to final terms in a Development Agreement at no expense to the city.

Utility Extensions

The City agrees to extend municipal water, sewer, roadway, and related utilities to the development boundary from Ash St. Utility capacity or improvements exceeding project needs to serve future growth would be funded by the City.

The engineers estimated total cost for the extension of the municipal water, sewer, roadway, and related utilities is \$1,525,832.96. Below is a breakdown of the costs.

Total	\$1,525,832.55
Sanitary	\$453,186.72
Water	\$279,565.29
Storm	\$203,285.70
Street	\$589,794.84

The funding for the sewer and water would be through trunk fees collected from the development and the water and sewer funds. The funds for the roadway and fifty percent of the drainage improvements would be through the city's municipal state aid street account, and possible assessments to the property to the north. The remaining fifty percent of the drainage improvements would come from the stormwater fund.

Engineering Coordination

The parties will evaluate the use of WSB as project engineer, with cost responsibilities to be defined in the Development Agreement.

Park Dedication and ROW

The City will evaluate potential park dedication fee credits in exchange for dedication of right-of-way along the western boundary for a future north/south roadway corridor as identified in the city's comprehensive plan.

Developer Protections

The MOU identifies vested rights, limitations on future exactions, phasing flexibility, dispute resolution,

and assignment rights to be addressed in the binding Development Agreement.

Motion to approve the preliminary development memorandum of understanding. MOU between the City of North Branch and Due North Homes, LLC, which is the developer, and dated January 13, 2026.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

10. MAYOR/CITY COUNCIL

- a. City concerns for state funding impact to cities/unfunded mandates INFO

Mayor Kevin Schieber presented the letter of concern created by one of the Minnesota Mayors, in which concerns have been expressed for problems with past and ongoing state budget, allegations of massive fraud of taxpayers' dollars, and anticipated state budget deficit in 2028/2029. There is also a generalized statement of unfunded state mandates and the negative impact to city budgets that these types of state requirements will cause. This letter was initially signed by 98 mayors, and the last reported number is up to 241. The Mayor brought it to the City Council to get some feedback regarding the letter. Consensus among the City Council was for the Mayor not to sign the letter.

- b. Consider sending a letter to local gas stations related to the consistently higher prices of fuel in the North Branch community. ACTION

Mayor Kevin Schieber instructed the City Administrator to draft a letter to the local gas stations regarding the seemingly high fuel prices in our City. The consensus was to try to figure out who the contacts are with the three gas station brands in town and invite them to have a conversation about the higher gas prices.

- c. State of the City Address INFO

City Administrator Matthew Hill gave a brief overview of the State of the City Address that was presented at the Chamber of Commerce meeting. The overview covered all the improvements that have happened in 2025.

11. CLOSED SESSION

- a. Closed meeting pursuant to Minn Stat 13D.05, subd. 3, (c) to develop or consider offers or counteroffers for the purchase of real property identified as 38791 Forest Boulevard ACTION

The meeting went into closed session pursuant to Minnesota statute section 13D.05 subd 3c, for the City Council to consider offers or counteroffers for the purchase of real property identified as 38791 Forest Blvd at 10:47 PM.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Robert Canada
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:

Motion to go back into open session at 11:03 PM

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Robert Canada

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:

Motion to accept the purchase agreement for the City-owned property at 38791 Forest Blvd, North Branch, pending review by the Planning Commission for consistency with the comprehensive plan.

RESULT: Passed

MOVER: Patrick Meacham

SECONDER: Jim Ibinger

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:

12. ADJOURNMENT

The City Council meeting was adjourned at 11:03 PM.

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Jim Ibinger

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 01/21/2026

Board & Commission: City Council

Subject: Approve the LG240B Application to Conduct Excluded Bingo - St. Gregory Knights of Columbus Council 10016

Background Information:

St. Gregory Knights of Columbus Council 10016 would like to hold a bingo event at the Church of St. Gregory the Great, located at 38725 Forest Blvd, North Branch, MN 55056, on March 27, 2026, and November 13th, 2026. The clerk's office signs off on the application before it is sent to the Minnesota Alcohol & Gambling Enforcement office, so they can be issued a permit to carry out the events.

Staff Recommendation:

Staff recommends council approval of this application for submission to the Minnesota Gambling Control Board by the St. Gregory Knights of Columbus.

Voting Requirements:

Voting Options Simple Majority

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization Name: St, Gregory Knights of Columbus Council 10016 Previous Gambling Permit Number: Minnesota Tax ID Number, if any: Federal Employer ID Number (FEIN), if any: Mailing Address: City: North Branch State: MN Zip: 55056 County: Chisago Name of Chief Executive Officer (CEO): Gregory A. Haas CEO Daytime Phone: CEO Email: (permit will be emailed to this email address unless otherwise indicated below) Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one): [X] Fraternal [] Religious [] Veterans [] Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.) [] Current calendar year Certificate of Good Standing Don't have a copy? This certificate must be obtained each year from: MN Secretary of State, Business Services Division 60 Empire Drive, Suite 100 St. Paul, MN 55103 Secretary of State website, phone numbers: www.sos.state.mn.us 651-296-2803, or toll free 1-877-551-6767 [] Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500. [X] Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter) If your organization falls under a parent organization, attach copies of both of the following: 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

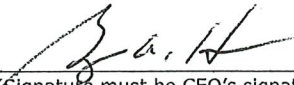
Has your organization held a bingo event in the current calendar year? [] Yes [X] No If yes, list the dates when bingo was conducted: The proposed bingo event will be: [X] one of four or fewer bingo events held this year. Dates: 3/27/2026, 11/13/2026 -OR- [] conducted on up to 12 consecutive days in connection with a: [] county fair Dates: [] civic celebration Dates: [] Minnesota State Fair Dates: Person in charge of bingo event: Gregory A. Haas Daytime Phone: Name of premises where bingo will be conducted: Church of St. Gregory the Great Premises street address: 38725 Forest Blvd. City: North Branch If township, township name: County: Chisago

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature:  Date: 1/19/26

(Signature must be CEO's signature; designee may not sign)

Print Name: Gregory A. Haas

MAIL OR FAX APPLICATION & ATTACHMENTS

<p>Mail or fax application and a copy of your proof of nonprofit status to:</p> <p style="margin-left: 40px;">Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Fax: 651-639-4032</p> <p>An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.</p> <p>Questions? Call a Licensing Specialist at 651-539-1900.</p>	<p>Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. A list of licensed distributors is available on the Gambling Control Board's website at www.mn.gov/gcb.</p> <p style="text-align: center;">This form will be made available in alternative format (i.e. large print, braille) upon request.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; Individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 01/22/2026

Board & Commission: City Council

Subject: Approve Gambling LG220 for Exempt Permit - Full Count

Background Information:

Full Count will be holding a Bingo & Raffle at Tailgaters, 6355 Elm Street, Suite C, North Branch, MN 55056 on April 18, 2026. The clerk's office signs off on the application before they can send it to the Minnesota Alcohol & Gambling Enforcement office, so that they can be issued a permit to carry out such an event as requested after council approval.

Staff Recommendation:

Staff recommends Council to approve the application for submission to the Minnesota Gambling Control Board by Full Count.

Voting Requirements:

Voting Options Simple Majority

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: _____ Full Count _____ Previous Gambling Permit Number: X: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: P.O. Box 861

City: North Branch State: MN Zip: 55056 County: Chisago

Name of Chief Executive Officer (CEO): Jodi M Orf

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
 60 Empire Drive, Suite 100 www.sos.state.mn.us
 St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Tailgaters

Physical Address (do not use P.O. box): 6355 Elm St Suite C

Check one:
 City: North Branch Zip: 55056 County: Chisago
 Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): April 18, 2026

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Jodi M Orf

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 01/12/2026

Board & Commission: City Council

Subject: Approve Gambling LG220 Permit - North Branch American Legion Riders Post 85

Background Information:

The North Branch American Legion Riders Post 85 would like to hold a Raffle event at the North Branch American Legion located at 6439 Elm Street, North Branch, on July 18, 2026. The Clerk's office signs off on the application before it is sent to the Minnesota Gambling Control Board.

Staff Recommendation & Requested City Council Action:

Staff recommends City Council approval of this application for submission to the Minnesota Gambling Control Board by the North Branch American Legion Riders Post 85.

Voting Requirements:

Voting Options Simple Majority

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: North Branch American Legion Riders Post 85 Previous Gambling Permit Number: X-

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 6439 Elm St

City: North Branch State: MN Zip: 55056 County: Chisago

Name of Chief Executive Officer (CEO): Anna Camille Wentz

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

A current calendar year Certificate of Good Standing
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division Secretary of State website, phone numbers:
60 Empire Drive, Suite 100 www.sos.state.mn.us
St. Paul, MN 55103 651-296-2803, or toll free 1-877-551-6767

IRS income tax exemption (501(c)) letter in your organization's name
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): _____

Physical Address (do not use P.O. box): 6439 Elm Street

Check one:

City: North Branch Zip: 55056 County: Chisago

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): July 18, 2026

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 01/21/2026

Board & Commission: City Council

Subject: Approve 2026 Massage Therapists Licenses - Shauna Lopez and Tiffany Christian

Background Information:

An application for a Massage Therapist License was submitted by Shauna Lopez at Thrive, located at 38500 Tanger Drive, Suite 105, North Branch, MN, and Tiffany Christian at My Time Massage, located at 38625 14th Avenue, Suite 300, North Branch. A complete background was completed, supporting documentation and applicable fees have been received.

Recommendation:

Council to approve the Massage Therapist License for Shauna Lopez at Thrive and Tiffany Christian at MyTime Massage.

Voting Requirements:

Voting Options Simple Majority



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 01/16/2026

Board & Commission: City Council

Subject: Approval of Road Maintenance Agreement with Stacy MN

Background:

The City Council approved a Road Maintenance Agreement with the City of Stacy at the Dec 9, 2025 City Council meeting. The City of Stacy received and reviewed the agreement and their Council has offered some minor changes to the language that is deemed acceptable by the City of North Branch. I have attached a redlined agreement that has the changes marked, and the Exhibit C Graphic was updated.

Staff recommendation:

City Staff recommends approving the attached agreement that includes the changes provided by Stacy staff.

Requested City Council Action:

Motion and Second to approve the attached Road Maintenance Agreement identified as 237942v2.

Voting Requirements:

Voting Options Simple Majority

ROAD MAINTENANCE AGREEMENT

THIS ROAD MAINTENANCE AGREEMENT ("Agreement"), is made and entered into this ___ day of _____ 2025 by and between the CITY OF NORTH BRANCH, a municipal corporation under the laws of the state of Minnesota, 6408 Elm Street, North Branch, MN 55056 ("North Branch"), and the CITY OF STACY, a municipal corporation under the laws of the state of Minnesota, 30955 Forest Blvd, Stacy, MN 55079, ("Stacy") (individually a "Party" and collectively the "Parties").

RECITALS

WHEREAS, North Branch and Stacy share a common boundary road designated as 360th Street, which said boundary lies in the middle of the road; and

WHEREAS, on April 20, 1993 the City of Branch and Lent Township, recognizing the increasing use of 360th Street as a thoroughfare between County Road 30 and CSAH 14, recognizing the use of 360th Street by Independent School District #138 as a bus route and recognizing that an increasing number of homes were being built on or in the vicinity of 360th Street, entered into a road maintenance agreement whereby the City of Branch agreed to provide snowplowing and grading of 360th Street, certain portions of which are located within Lent Township, in exchange for reimbursement to the City of Branch of one-half of the cost it incurs in providing such grading and snowplowing of 360th Street and, additionally, the City of Branch and Lent Township each agreed to maintain the ditch on each party's respective side of 360th Street, a copy of which is attached hereto as Exhibit A (hereinafter "1993 Agreement"); and

WHEREAS, in 1994 the City of Branch and North Branch subsequently merged into the City of North Branch, and North Branch continued to provide the snowplowing and grading of 360th Street pursuant to the 1993 Agreement; and

WHEREAS, North Branch and Lent Township executed an updated Agreement concerning the maintenance of the 360th Street in 2001, a copy of which is attached hereto as Exhibit B (the "2001 Agreement"); and

WHEREAS, in 2023 Lent Township was annexed into the City of Stacy in its entirety and ceased to exist, and Stacy took over the shared boundary with North Branch on 360th Street; and

WHEREAS, North Branch and Stacy continue to recognize the ever-increasing level of use of 360th Street and the need to snowplow and grade 360th Street; and

WHEREAS, North Branch and Stacy wish to enter into an agreement whereby North Branch will continue providing maintenance to certain portions of 360th Street as described in this Agreement, in exchange for reimbursement by Stacy.

NOW THEREFORE, in consideration of the covenants and conditions contained herein, the Parties agree as follows:

1. Rendered Services. North Branch agrees to provide the following services on that portion

of the Shared Townline Road, as depicted in pink on Exhibit C, which is attached hereto:

- 1) Grading
- 2) Snowplowing
- 3) Gravel
- 4) Dust Control
- 5) Salt Sanding
- 6) Administration of Services

(hereinafter "Rendered Services").

Rendered Services Road Work by Stacy not subject to reimbursement. Stacy agrees to continue snowplowing and other routine maintenance under this agreement for no additional cost or reimbursement by North Branch, of the following portions of shared townline roads and North Branch roads: 361st Street off of Energy Trail.

Rendered Services Road Work by North Branch not subject to reimbursement. North Branch agrees to continue snowplowing and other routine maintenance under this agreement for no additional cost or reimbursement by Stacy, of the following portions of shared townline roads:

- That portion of 360th Street described as the dead-end East of Falcon Way.
- That portion of 360th Street between I-35 and east to Fill Ave, with the exception that costs for the grading and gravel improvements of this portion are split 50/50 between North Branch and Stacy.
- That portion of 360th Street between Forrest Blvd and east to the current North Branch City limits, with the exception that pavement improvements are split 50/50 between North Branch and Stacy.

2. Maintain Records. North Branch agrees to maintain records of the costs incurred in providing the Rendered Services, including both the cost of labor and of materials.
3. Statements and Billing. North Branch agrees to provide Stacy quarterly statements indicating the year-to-date costs incurred in providing the Rendered Services and further agrees to send an annual bill on or about February 5th of each year for the previous year's costs of providing the Rendered Services to Stacy.
4. Payment. Stacy agrees to pay North Branch the invoiced amount within thirty (30) days of its receipt thereof. Charges not paid by the end of the thirty-day period are considered delinquent and will bear the interest rate of eight percent (8%) per annum, or the maximum rate allowed by law, whichever is less.
5. Ditches and Culverts. North Branch and Stacy will each maintain the ditches on their respective side of 360th Street and each further agrees to install such culverts as North Branch deems necessary for the stability of the road base and for the prevention of erosion.
6. Default and Remedies.

6.1 Event of Default. It shall be deemed an "Event of Default" under this Agreement if either Party fails to perform any obligation set forth in this Agreement and the

non-defaulting Party gives the defaulting Party written notice of the defaulting Party's failure to perform the defaulting Party's obligation and after ninety (90) days of the defaulting Party's receipt of the non-defaulting Party's notice, the defaulting Party, nevertheless, fails to perform its obligations under this Agreement; provided, however, that if the defaulting Party cannot reasonably perform the defaulting Party's obligation within ninety (90) days, the defaulting Party shall not be deemed to be in default under this Agreement so long as the defaulting Party commences the performance of the defaulting Party's obligation within ninety (90) days of the defaulting Party's receipt of the non-defaulting Party's notice, the defaulting Party diligently pursues the performance of the defaulting Party's obligation and the defaulting Party completes the performance of the defaulting Party's obligation within a reasonable time period.

6.2 Remedies. If an Event of Default occurs, the non-defaulting Party may pursue any one or more of the following remedies in the non-defaulting Party's sole discretion:

- (a) The non-defaulting Party may terminate this Agreement. Upon termination of this Agreement, the non-defaulting Party may commence a district court action against the defaulting Party for any payments due and payable prior to the date the Agreement is terminated; and/or
- (b) The non-defaulting Party may perform, at the non-defaulting Party's cost and expense, any obligation or obligations of the defaulting Party with respect to which the defaulting Party's failure to perform constitutes an Event of Default under this Agreement.

The remedies set forth above shall be ~~North Branch's~~ the non-defaulting party's sole remedies in the event ~~Stacy~~ the defaulting party fails to perform ~~Stacy's~~ the defaulting party's obligations under this Agreement or fails to observe a restriction set forth in this Agreement.

- 7. Termination. Notwithstanding the other provisions of this Agreement, the either Party may terminate this Agreement upon sixty (60) days advance written notice of such termination.
- 8. No Partnership or Joint Venture Created Hereby. Nothing contained in this agreement shall be interpreted as creating a partnership or joint venture between North Branch and Stacy.
- 9. Entire Agreement. This Agreement contains the entire understanding of the Parties hereto and supersedes all prior agreements and understandings between the Parties with respect to such purchase.
- 10. Cumulative Rights. No rights or remedy herein conferred on or reserved to North Branch or Stacy is intended to be exclusive of any other right or remedy herein or by law provided, but each shall be cumulative in and in addition to every other right or remedy existing at law in equity or by statute, now or in the future
- 11. Reasonable Consent. Whenever North Branch's or Stacy's consent shall be required herein,

such approval or consent shall not be arbitrarily or unreasonably conditioned, delayed or withheld and shall be deemed to have been given unless within five (5) days of the request, North Branch or Stacy, as appropriate, notifies the requesting party that North Branch or Stacy, as appropriate, is denying such approval or consent, stating in the notice the reasonable grounds therefore.

12. Attorneys' Fees. If any party or Parties commences an action against another party to enforce any of the terms of this Agreement or because of the breach by the other party of any of the terms hereof, the losing or defaulting party shall pay to the prevailing party such party's reasonable attorney's fees, costs, and expenses incurred in connection with the prosecution or defense of such action.
13. Notices. Except as otherwise provided herein, all communications, demands, notices or objections permitted or required to be given or served under this Agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person or deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, to the following addresses:

City of North Branch:

City of North Branch
PO Box 910
North Branch, MN 55079

City of Stacy:

City of Stacy
30955 Forest Blvd.
Stacy, MN 55079

Any party may change its address by giving notice in writing, stating its new address to any other party as provided in the foregoing manner. Commencing on the tenth (10th) day after the giving of the notice, the newly designated address shall be that party's address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this Agreement.

14. Binding Effect. This Agreement shall be binding on and inure to the benefit of the Parties hereto and the assigns and successors of the Parties.
15. Amendment, Modification, or Waiver. No amendment, modification, or waiver of any condition, provision, or term shall be valid or of any effect unless made in writing, signed by the party or Parties to be bound or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by any party of any default of another party shall not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein shall limit the remedies and rights of the Parties hereto under and pursuant to this Agreement.
16. Severable Provisions. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase,

and word hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.

17. Captions, Headings or Titles. All captions, headings, or titles in the paragraphs or sections of this Agreement are inserted for convenience of reference only and shall not constitute a part of this Agreement or as a limitation of the scope of the particular paragraphs or sections to which they apply.
18. Minnesota Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.
19. Liability and indemnification. Each party shall be liable for its own acts and the acts of its officers, agents, and employees to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers, agents, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers, agents and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement. Nothing in this Agreement shall be construed as a limitation on or a waiver of any immunities or limitations on liability otherwise available to the parties by law, including, but not limited to, those provided by Minnesota Statutes, Chapter 466. To the full extent permitted by law, actions by the parties to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minn. Stat. § 471.59, subd. 1a(b).
20. Status of Employees. Any and all employees of North Branch, while engaged in the performance of any work or service under this Agreement, will be considered employees of North Branch only and not of Stacy, and any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of North Branch employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, will be the sole obligation of North Branch. Any and all employees of ~~the~~ Stacy, while engaged in the performance of any work or service which ~~the~~ Stacy is specifically required to perform under this agreement, will be considered employees of Stacy only and not of the North Branch, and any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of Stacy employees while so engaged and any and all claims made by any third parties as a consequence of any act of said employees, will be the sole obligation of Stacy.
21. Successors. This Agreement shall be binding upon and inure to the benefit of the parties and their permitted successors and assigns.
22. Future Improvements. If either party proposes to improve the Shared Road Segment, such as through widening, rebuilding, blacktopping, or any other activity not addressed in this Agreement with the expectation that the other party will share in the costs of the improvement project, the party proposing the project shall provide the other party at least 12 months' notice of the proposed project and obtain its written agreement to the cost share before undertaking the project. If the parties do not agree to the need, scope, or other aspects of the proposed project, the advice of an engineer will be obtained. The written cost share

agreement shall identify the scope of the project and shall identify which party will be responsible for letting the contract and for otherwise undertaking the project. Nothing in this Agreement shall limit or prohibit either party from undertaking an improvement project on the Shared Road Segment, provided the work is done at its own costs, does not damage the Shared Road Segment, and does not interfere with the terms or purposes of this Agreement. Any improvement project involving special assessments of owners in both communities, or similar process of charging for the project costs, shall require the prior mutual written agreement of the parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed effective the date first written above.

CITY OF NORTH BRANCH

CITY OF STACY

By: _____
Kevin Schieber, Mayor

By: _____
Mark Utecht, Mayor

By: _____
Matthew Hill, City Administrator

By: _____
Angie Comstock, City Clerk

EXHIBIT A - 1993 Agreement

ROAD MAINTENANCE AGREEMENT

This Agreement entered into this 20th day of April,
1993, by and between the City of Branch (hereinafter referred to as Branch)
and the Town of Lent (hereinafter referred to as Lent).

WHEREAS, Branch and Lent share a common boundary road designated as 360th Street, of which said boundary lies in the middle of the road, and
WHEREAS, Branch and Lent recognize the increasing use of said 360th Street as a thoroughfare between County Road 30 and CSAH 14, and not necessarily utilized by only residents of Branch and Lent, and
WHEREAS, I.S.D. # 138 utilizes portions of 360th Street as a bus route and also being cognizant of the increasing number of homes being built on or in the vicinity of said 360th Street.

NOW THEREFORE IT IS AGREED:

1. That Branch shall provide the snowplowing and grading of 360th Street.
2. Branch will request reimbursement of one-half (1/2) the cost of grading and snowplowing (as needed) for the minimum maintenance road described in Exhibit "A".
3. That Lent will reimburse Branch for one-half (1/2) the cost of grading and snowplowing of 360th Street not designated as minimum maintenance in Lent Resolution 1989-1, Exhibit "A", for an agreed sum of its share of the road demonstrated in red in Exhibit "B".
4. Lent has requested that Branch maintain that portion of 360th Street from Fill Avenue in Branch to I-35 right-of-way on which Mrs. Woodcock's house is located, by its regular maintenance schedule for Fill Avenue and reimbursement for that portion of 360th Street will be the same as described in paragraph 3.
5. Branch and Lent will each maintain its own ditch of said roadway and recognize the importance of proper ditch maintenance, and the installation of culverts where deemed necessary for the stability of the road base and prevention of erosion.

PAGE 1 OF 2

ROAD MAINTENANCE AGREEMENT
PAGE 2 OF 2

6. Any road project other than regular maintenance will require prior approval from both governing bodies.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

TOWN OF LENT

BY: Glenn W. Olson
BOARD CHAIR

ATTEST: Charles L. Olson
TOWN CLERK 4/20/93

CITY OF BRANCH

BY: Charles Hunt
MAYOR

ATTEST: Robert Morgan
CITY CLERK

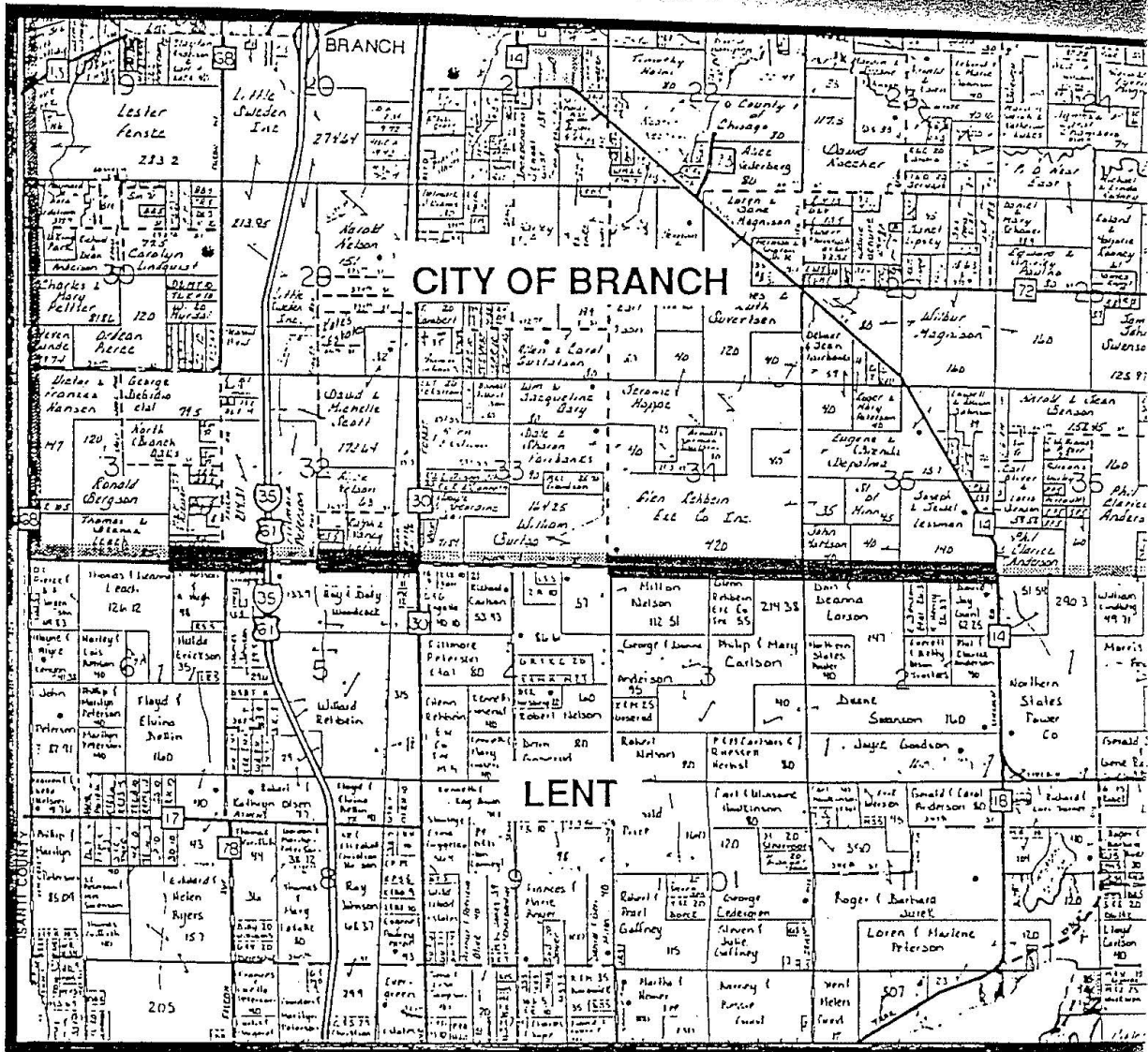


EXHIBIT A

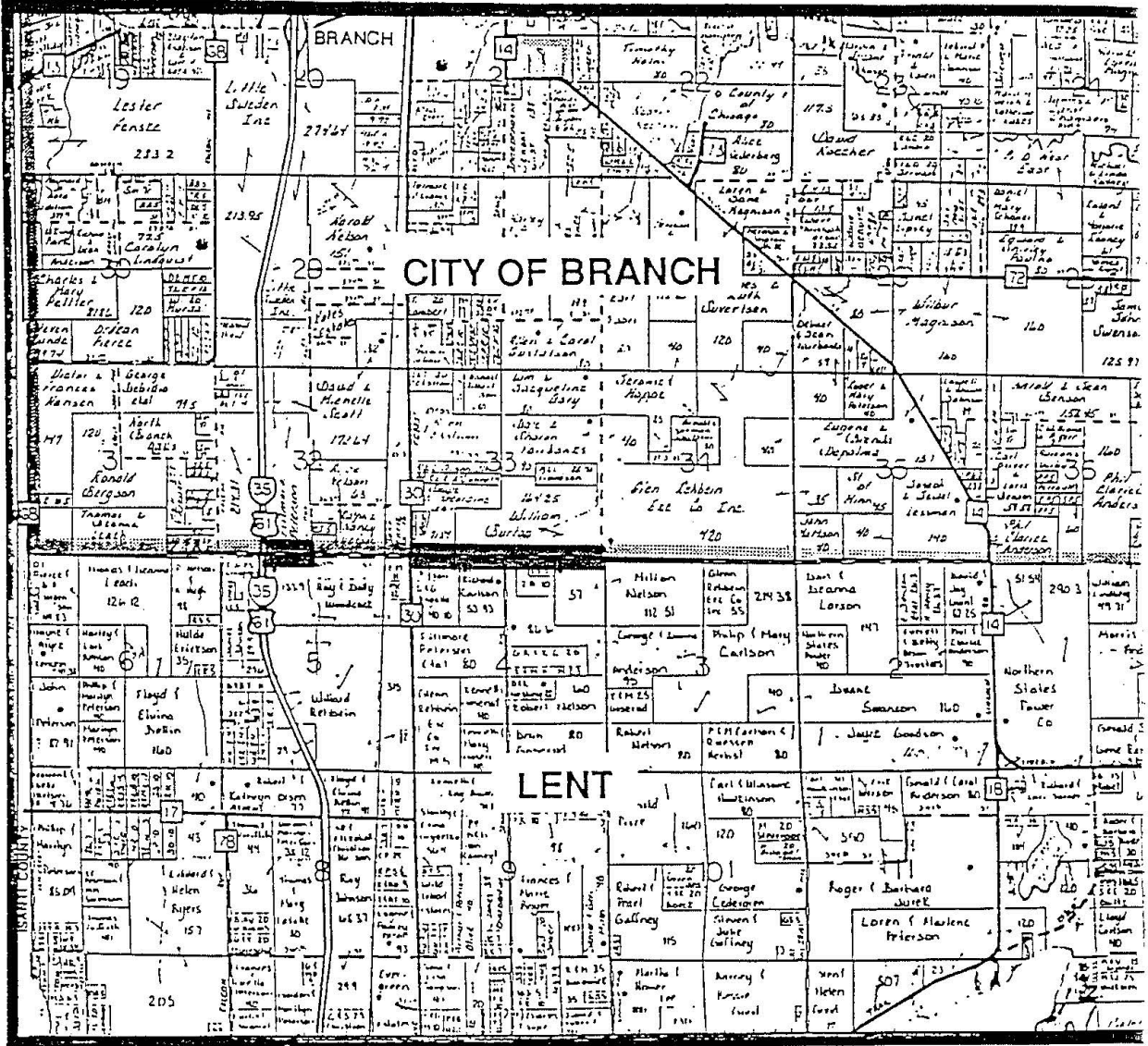


EXHIBIT B

EXHIBIT "A"

360th Street (That portion west of Forest Blvd): Commencing at the Northeast Corner of Section 5, Township 34N, Range 21W; thence continuing west along the north line of Section 5 to the Easterly Right of Way of Interstate Highway #35, and there terminating.

Thence commencing again at the intersection of the North line of Section 5, Township 34N, Range 21W and the Westerly Right of Way of Interstate Highway #35, thence continuing west along the North line of said Section 5 to the Northeast corner of Section 6, Township 34N, Range 21W thence continuing West along the North line of said Section 6 to the Northwest corner of the Northeast Quarter of the Northeast Quarter of said Section 6 and there terminating.

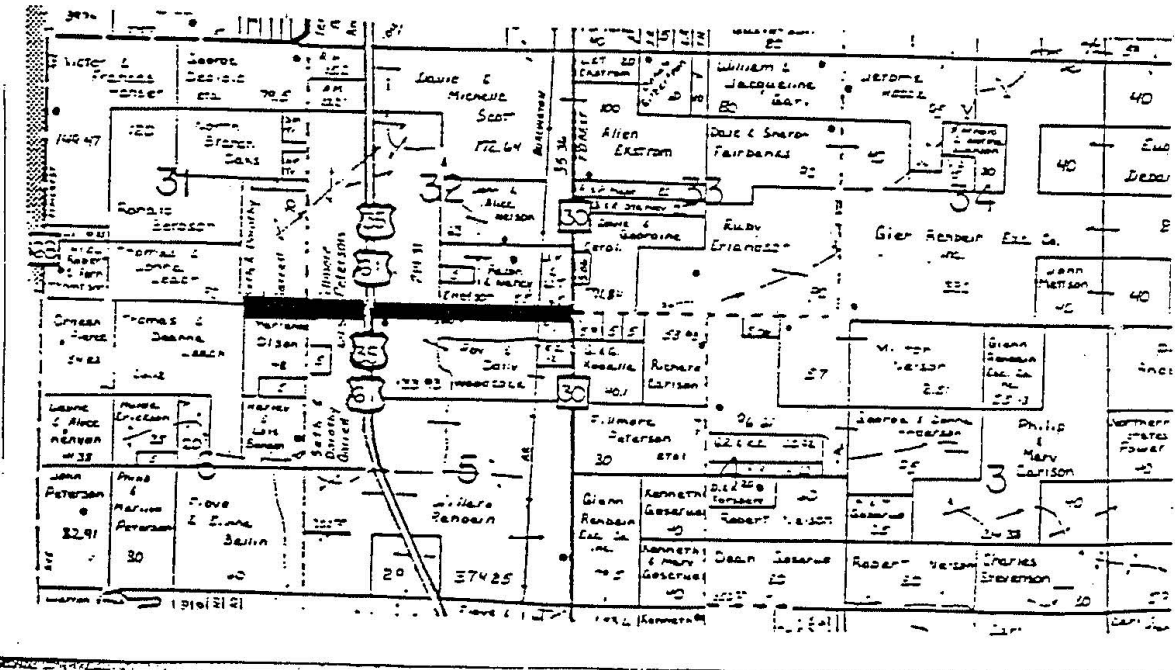


EXHIBIT B - 2001 Agreement

6. Administration of Services

(hereinafter "Rendered Services").

2. Maintain Records. North Branch agrees to maintain records of the costs incurred in providing the Rendered Services, including both the cost of labor and of materials.
3. Statements and Billing. North Branch agrees to provide Lent quarterly statements indicating the year-to-date costs incurred in providing the Rendered Services and further agrees to send an annual bill on or about February 5th of each year for the previous year's costs of providing the Rendered Services to Lent.
4. Payment. Lent agrees to pay North Branch the invoiced amount within thirty (30) days of its receipt thereof. Charges not paid by the end of the thirty-day period are considered delinquent and will bear the interest rate of eight percent (8%) per annum, or the maximum rate allowed by law, whichever is less.
5. Ditches and Culverts. North Branch and Lent will each maintain the ditches on their respective side of 360th Street and each further agrees to install such culverts as North Branch deems necessary for the stability of the road base and for the prevention of erosion.
6. Default and Remedies.

6.1 Event of Default. It shall be deemed an "Event of Default" under this Agreement if Lent fails to perform any obligation of Lent set forth in this Agreement and North Branch gives Lent written notice of Lent's failure to perform Lent's obligation and after ninety (90) days of Lent's receipt of North Branch's notice, Lent, nevertheless, fails to perform its obligations under this Agreement; provided, however, that if Lent cannot reasonably perform City's obligation within ninety (90) days, Lent shall not be deemed to be in default under this Agreement so long as Lent commences the performance of Lent's obligation within ninety (90) days of Lent's receipt of North Branch's notice, Lent diligently pursues the performance of Lent's obligation and Lent completes the performance of Lent's obligation within a reasonable time period.

6.2 Remedies. If an Event of Default occurs, North Branch may pursue any one or more of the following remedies in North Branch's sole discretion:

- (a) North Branch may terminate this Agreement. Upon termination of this Agreement, North Branch may commence a district court action against Lent for any payments due and payable prior to the date the Agreement is terminated; and/or
- (b) North Branch may perform, at North Branch's cost and expense, any obligation or obligations of Lent with respect to which Lent's

failure to perform constitutes an Event of Default under this Agreement.

The remedies set forth above shall be North Branch 's sole remedies in the event Lent fails to perform Lent's obligations under this Agreement or fails to observe a restriction set forth in this Agreement.

7. Termination. Notwithstanding the other provisions of this Agreement, the North Branch may terminate this Agreement upon sixty (60) days advance written notice of such termination.
8. No Partnership or Joint Venture Created Hereby. Nothing contained in this agreement shall be interpreted as creating a partnership or joint venture between North Branch and Lent.
9. Entire Agreement. This Agreement contains the entire understanding of the parties hereto and supersedes all prior agreements and understandings between the parties with respect to such purchase.
10. Cumulative Rights. No rights or remedy herein conferred on or reserved to North Branch or Lent is intended to be exclusive of any other right or remedy herein or by law provided, but each shall be cumulative in and in addition to every other right or remedy existing at law in equity or by statute, now or in the future.
11. Reasonable Consent. Whenever North Branch's or Lent's consent shall be required herein, such approval or consent shall not be arbitrarily or unreasonably conditioned, delayed or withheld and shall be deemed to have been given unless within five (5) days of the request, North Branch or Lent, as appropriate, notifies the requesting party that North Branch or Lent, as appropriate, is denying such approval or consent, stating in the notice the reasonable grounds therefore.
12. Attorneys' Fees. If any party or parties commences an action against another party to enforce any of the terms of this Agreement or because of the breach by the other party of any of the terms hereof, the losing or defaulting party shall pay to the prevailing party such party's reasonable attorney's fees, costs, and expenses incurred in connection with the prosecution or defense of such action.
13. Notices. Except as otherwise provided herein, all communications, demands, notices or objections permitted or required to be given or served under this agreement shall be in writing and shall be deemed to have been duly given or served if delivered in person or deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, or if telegraphed, by prepaid telegram, and addressed to a party of this Agreement, to the address set forth next to that party's signature at the end of this Agreement, or if to a person not a party to this Agreement, to the address designated by a party to the Agreement in the foregoing manner. Any party may change its address by giving notice in writing, stating its new address to any other party as provided in the

foregoing manner. Commencing on the tenth (10th) day after the giving of the notice, the newly designated address shall be that party's address for the purpose of all communications, demands, notices, or objections permitted or required to be given or served under this Agreement.

North Branch:

City of North Branch
PO Box 910
North Branch, MN 55079

Lent:


Town of Lent
33155 Hemmingway Ave.
Stacy, MN 55079

14. Binding Effect. This Agreement shall be binding on and inure to the benefit of the parties hereto and the assigns and successors of the parties.
15. Amendment, Modification, or Waiver. No amendment, modification, or waiver of any condition, provision, or term shall be valid or of any effect unless made in writing, signed by the party or parties to be bound or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by any party of any default of another party shall not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein shall limit the remedies and rights of the parties hereto under and pursuant to this Agreement.
16. Severable Provisions. Each provision, section, sentence, clause, phrase, and word of this Agreement is intended to be severable. If any provision, section, sentence, clause, phrase, and word hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
17. Captions, Headings or Titles. All captions, headings, or titles in the paragraphs or sections of this Agreement are inserted for convenience of reference only and shall not constitute a part of this Agreement or as a limitation of the scope of the particular paragraphs or sections to which they apply.
18. Minnesota Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.

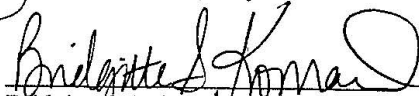
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed effective the date first written above.

CITY OF NORTH BRANCH:

TOWN OF LENT:


John Pinsonneault, Mayor

By: _____
Its: Mayor

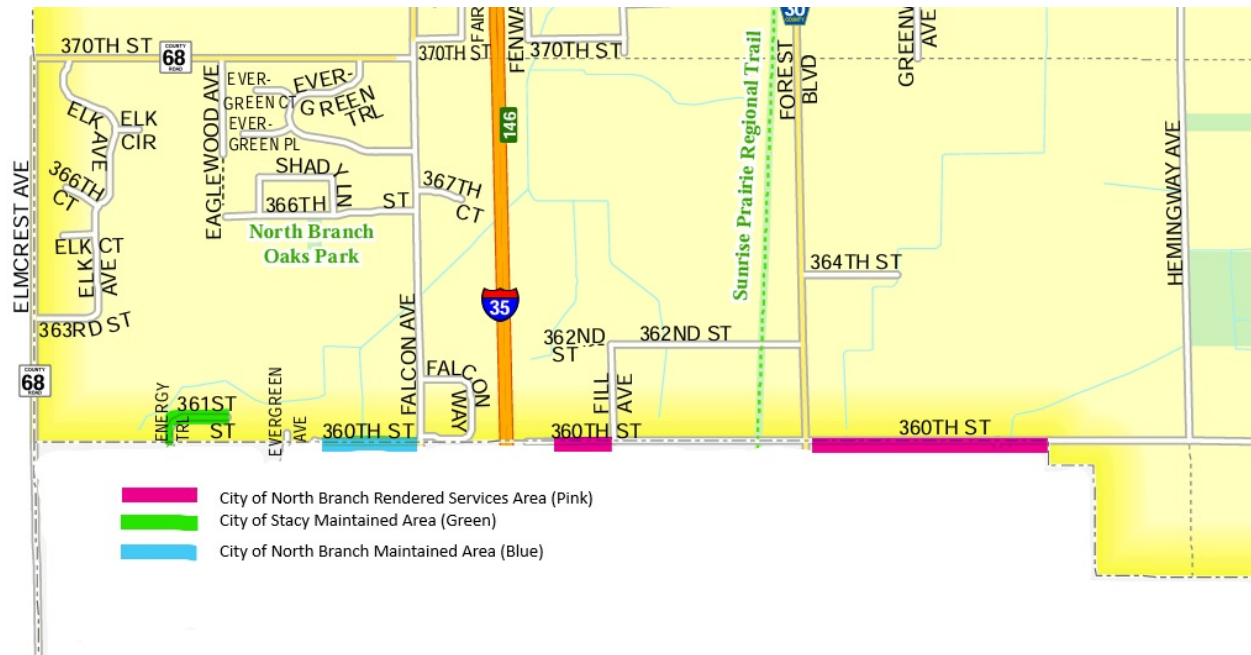

Bridgitte S. Konrad, Secretary

By: _____
Its: City Clerk

THIS INSTRUMENT WAS DRAFTED BY:

Christopher D. Johnson, Esq. (#294949)
Miller Law Office, P.A.
26357 Forest Blvd., Suite 6
P.O. Box 807
Wyoming, MN 55092
Telephone: 651-462-0206
Fax: 651-462-3309

EXHIBIT C – Depiction of Shared Road Segment





Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 01/19/2026

Board & Commission: City Council

Subject: Approval of Ordinance Amendment #406-26 to change the days and times of the City Council meetings to the 2nd and 4th Wednesdays of each month at 6:00pm.

BACKGROUND:

At the first City Council meeting of the year, staff was directed to provide an ordinance amendment to change the City Council meetings to the 2nd and 4th Wednesdays of each month and the time changed to 6:00pm. This will also reflect worksessions. In 2026, the only conflict is Wednesday, November 11, which is Veterans Day. This meeting date will be changed to Tuesday, November 10 at 6:00pm.

REQUESTED ACTION:

Motion and Second to approve Ordinance Amendment # 406-26 as presented.

Voting Requirements:

Voting Options Simple Majority

CITY OF NORTH BRANCH

ORDINANCE AMENDMENT NO. 406-26

AN ORDINANCE OF THE CITY OF NORTH BRANCH, MINNESOTA, AMENDING SECTION 2-72 OF THE CITY CODE RELATED TO THE REGULAR MEETING SCHEDULE OF THE NORTH BRANCH CITY COUNCIL.

THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA, DOES HEREBY ORDAIN:

SECTION 1.

That Section 2-72 of the North Branch City Code, setting forth the schedule for regular meetings of the City Council, is hereby amended to read as follows:

"The North Branch City Council shall hold its regular meetings on the **second (2nd) and fourth (4th) Wednesday of each month** at the North Branch City Hall, or such other place as the Council may designate, with said meetings to commence at **6:00 PM**. If such Wednesday shall fall on a holiday, the regular business session shall be held at any other time the city council may deem proper. Work sessions may be held on the third Wednesday of each month at 6:00 PM when deemed necessary or advisable by the Mayor or City Administrator, and no action shall be taken during work session. During the month of December, the city council will only meet on the second Wednesday of the month. All meetings shall be held in the City Hall as designated by the city council."

SECTION 2.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 3.

This Ordinance shall take effect and be in full force immediately upon its passage and publication according to law.

PASSED AND ADOPTED by the City Council of the City of North Branch, Minnesota, this 27th day of January, 2026.

Kevin Schieber, Mayor

Attest:

Tonya Kostuch, City Clerk



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 01/19/2026

Board & Commission: City Council

Subject: Approval of the Ordinance Amendment 408-26 to add low-potency hemp products to the list of required licensing fees to our fee schedule.

BACKGROUND:

The City of North Branch has added a license requirement for Cannabis and Low-potency hemp sales within the City that coordinates with the State requirements. With this additional license, we need to add the fees to the City's fee schedule.

Staff has provided an ordinance amendment to add the fees to the 2026 fee schedule.

REQUESTED ACTION:

Motion and second to approve ordinance amendment #408-26 adding license fees for cannabis and low-potency hemp products

Voting Requirements:

Voting Options Simple Majority

CITY OF NORTH BRANCH

ORDINANCE NO. 408-26

AN ORDINANCE OF THE CITY OF NORTH BRANCH, MINNESOTA, AMENDING THE 2026 FEE SCHEDULE TO ADD FEES RELATED TO CANNABIS AND LOW-POTENCY HEMP PRODUCTS

WHEREAS, the City of North Branch is authorized by Minnesota Statutes to regulate and license the sale of cannabis and low-potency hemp products within the City; and

WHEREAS, the City Council desires to establish a clear and comprehensive fee schedule for the application and operation of businesses related to cannabis and low-potency hemp products; and

WHEREAS, the City Council has determined that the appropriate fees should align with the current state statute fees as reflected in the official license application in use at City Hall; and

WHEREAS, the City Council finds that amending its fee schedule is necessary and appropriate for the public health, safety, and welfare of its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA:

SECTION 1. AMENDMENT OF 2026 FEE SCHEDULE

That the 2026 Fee Schedule is hereby amended by adding the following categories and corresponding fees.

Microbusiness - \$500 Initial Registration Fee, \$1,000 Annual Renewal

Mezzobusiness - \$500 Initial Registration Fee, \$1,000 Annual Renewal

Lower-Potency Hemp Edible Retailer - \$125 Annual Registration Fee

Cannabis Retailer - \$500 Initial Registration Fee, \$1,000 Annual Renewal

Medical Cannabis Combination Business - \$500 Initial Registration Fee, \$1,000 Annual Renewal

SECTION 2. REPEALER.

All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed and superseded to the extent of the inconsistency.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed by the City Council of the City of North Branch, Minnesota, this 27th day of January, 2026.

Kevin Schieber, Mayor

Attest:

Tonya Kostuch, City Clerk



NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Sharon Wright, Finance Director

Presenter: Sharon Wright, Finance Director

Date: 01/20/2026

Board & Commission: City Council

Subject: Approval of Contract with BS&A Software for 2026 Implementation

Staff is looking for support for the replacement of the existing Springbrook software. The main drivers behind the replacement include integrating Community Development and Human Resource solutions as well as a finance suite that can automate processes and utilize modern technology.

Request for Quotes

Staff attended a Minnesota Government Finance Officers Association seminar – “Shining Light on Software Conversions” to listen to a panel of other entities that have undergone conversions. The conversation focused on preparation for the conversion, whether or not to bring in extra help, make sure your bank(s) is involved, communication, and having a strong executive sponsor.

About the same time as this meeting occurred, we decided to request information from a few vendors. Vendors that we chose included Oracle’s NetSuite, ClearGov, Civic Systems, and BS&A. Of these, we felt that NetSuite and ClearGov would not be able to support the full system that the City needs to replace. Staff further pursued quotes and demonstrations from Civic Systems and BS&A. After further review, staff realized that Civic Systems would not be able to support the Community Development staff as fully as the BS&A system.

Software	Conversion/Implementation/Training	Annual Maintenance	Total 2026 Cost
BS&A	\$154,855	\$51,880	\$206,735

Staff is recommending the City of North Branch proceeds with BS&A software. While BS&A is not the low cost option, their offerings will better fit the needs of the City. It offers an integrated cloud-based solution with a modern user-friendly experience, great customer support, more automated workflows, and innovation in terms of how the software can improve processes, resulting in efficiencies.

BS&A Software

BS&A performed remote demos of their Financial Management, Community Development, and the Human Resource module. Staff is impressed with the user-friendly interface and dashboards, built-in workflows, and integration with Laserfiche. Each process that would be performed in BS&A would look entirely different than it does today with Springbrook. The ability to use the software to electronically share, approve, process, and store information will contribute to efficiencies in every city department. For example, invoice processing would drastically change with BS&A:

Invoice Processing – Current Procedure with Springbrook

1. Invoices are received in many different places (mailed to different city buildings and received by email to many staff)
2. Those paper invoices need to be routed to the correct department.
3. The purchaser manually writes the GL code and description on the invoice and initials.
4. The paper invoice is scanned and emailed to AP for processing.
5. The Accounts Payable Clerk enters all the invoice data into Springbrook including the GL code and description, and saves the scanned invoice with the entry for data retention.
6. The Accounts Payable Clerk finalizes the invoice batch, prints the checks, prepares reports for the City Council meeting to report the Claims Summary.

Invoice Processing – New Procedure with BS&A

1. Invoices will be received in a central location (either at City Hall Attn: Finance or through the accounts payable email address managed by Finance).
2. The Accounts Payable Clerk scans paper invoices or uploads electronic invoices into BS&A and electronically routes them to the appropriate department.
3. The purchaser is notified that they have an invoice to approve. They view the invoice electronically through BS&A and enter a GL code and description.
4. The department director is notified that they have an invoice to approve. They view the invoice, GL code, and description electronically through BS&A.
5. The Finance Director can review and approve invoices once the department director has finished approval.
6. The accounts Payable Clerk can process checks.
7. Since BS&A would be integrated with Laserfiche, the scanned invoice is already stored in Laserfiche for official data retention.

Through its built-in functionality, BS&A enables the creation of standardized workflows with defined authorization controls, allowing efficiencies to be identified and applied across all operational processes, including:

- Bank Reconciliation
- Project and Grant Accounting
- Journal Entries

- Budgeting
- Quarterly Financial Reporting
- Utility Billing Certification
- Electronic Timesheets
- Applicant tracking and onboarding
- Pay increases
- Business Licensing
- Code Enforcement
- Building Permits
- Building Inspections

In addition to the software functionality, BS&A provides a high level of customer support. The average support response time is approximately 45 minutes, with response times during year-end periods averaging closer to 60 minutes due to increased activity related to items such as W-2s and 1099s. BS&A also requires its support staff to hold a bachelor’s degree in accounting and/or possess municipal finance experience.

Timing of Software Conversion

BS&A’s implementation timeline is approximately 9–12 months from contract execution to full go-live. Based on current discussions with BS&A, a commitment made in the near term would allow implementation to be completed within the 2026 calendar year.

Financing of Software Conversion

The BS&A quote includes both the annual maintenance on the modules (\$51,880) and data conversion, implementation and training costs (\$154,855). Annual maintenance is due upon activation of the customer’s site, so there is likely to be an overlap with the current annual maintenance contracts at first.

All associated costs are within the available CARES funding, which must be fully expended by the end of 2026. Due to this requirement, all CARES Fund dollars were included in the 2026 Operating Budget for expending.

The CARES Fund balance is currently \$219,326.79; however, this is not the final amount as of 12/31/2025 and may change upon completion of the annual audit. All 2025 planned expenses have already occurred, though additional interest earnings may still be recorded.

Based on current information, approximately \$12,592.28 in CARES funds is expected to remain available for expenditure in 2026.

Voting Requirements:

Voting Options Simple Majority

**Proposal for:
City of North Branch, Chisago County MN
May 23, 2025
Quoted by: Kevin Schafer**

Software and Services for BS&A Cloud



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Cloud Modules - Annual Fee

Financial Management

FA-Fixed Assets	\$2,880.00
GL-General Ledger	\$3,880.00
AP-Account Payable	\$3,175.00
CR-Cash Receipting	\$3,545.00
AR-Account Receivables	\$2,955.00
Total	\$16,435.00

Personnel Management

PR-Payroll	\$5,260.00
HR-Human Resources	\$3,660.00
TS-Timesheets	\$2,390.00
Total	\$11,310.00

Community Development

BD-Building Department	\$6,345.00
BL-Business License	\$3,025.00
Total	\$9,370.00

Property

SPAS-Special Assessments	\$3,025.00
Total	\$3,025.00

BS&A Online

BSAO-Public Record Search		\$1,775.00
CD-Building		\$2,665.00
	Total	\$4,440.00

Utility Billing

UB-Utility Billing		\$6,120.00
	Total	\$6,120.00

Platform

Laserfiche Integration		\$1,180.00
	Total	\$1,180.00

Subtotal **\$51,880.00**

Data Conversions/Database Setup

FA-Manual-Database Setup Setup of Assets, Entry of Value, Accumulated Depreciation		\$3,460.00
AR-Manual-Database Setup Setup of Billing Items, Penalties		\$1,800.00
HR-Manual-Database Setup Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees		\$3,600.00
BD-Manual-Database Setup Setup of Permit and Enforcement Types, Fee Schedules		\$3,600.00
BL-Manual-Database Setup Setup of License Types, Fee Schedules		\$1,800.00
GL-Conversion-Springbrook COA, Balances, Budget, Journal Transaction history for up to 5 years		\$4,115.00
AP-Conversion-Springbrook Vendors, Invoices and check history for up to 5 years		\$3,525.00
CR-Conversion-Springbrook Receipt items, Receipt history for up to 5 years		\$3,620.00

UB-Conversion-Springbrook Accounts, Services, Deposits, Rates, Meters; Billing & Payment History, Service for up to 5 years	\$9,500.00
PR-Conversion-Springbrook Database setup, employee detail, YTD Values, Check history for up to 5 years	\$8,735.00
Total	\$43,755.00

Data Conversions/Database Setup

No Conversion or Database Setup for:
 TS-Timesheets
 SPAS-Special Assessments

Contingency

Significant efforts are made by both parties to ensure that the scope of a project such as this is well-defined. Occasionally, unforeseen situations occur, such as customization requests for non-standard functionality, reporting or integration with a third-party system, or the need for additional training due to process changes, staff changes, etc. In order to easily accommodate these situations during your project, BS&A recommends the establishment of a Contingency budget. The Contingency budget allows for unexpected situations to be addressed efficiently, without the need for additional council approval.

Recommended Contingency	\$6,000.00
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Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500.00
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total	\$37,600.00
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Implementation and Training

- \$1,200/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Setup Days

ITS Setup - FM	Setup Days: 2	\$2,400.00
ITS Setup - HRIS	Setup Days: 2	\$2,400.00
ITS Setup - CD	Setup Days: 2	\$2,400.00
ITS Setup – Property	Setup Days: 1	\$1,200.00
ITS Setup – UB	Setup Days: 2	\$2,400.00
ITS Setup - Platform	Setup Days: 1	\$1,200.00

Total Setup Days: 10

Subtotal: \$12,000.00

Training Days

ITS Training - FM	Training Days: 9	\$10,800.00
ITS Training - HRIS	Training Days: 12	\$14,400.00
ITS Training - CD	Training Days: 10	\$12,000.00
ITS Training - BSAO	Training Days: 2	\$2,400.00
ITS Training - Property	Training Days: 2	\$2,400.00
ITS Training - UB	Training Days: 10	\$12,000.00

Total Training Days: 45

Subtotal: \$54,000.00

Total Days: 55

Total: \$66,000.00

Cost Totals

Cloud New Purchase – <i>Annual Fee</i>	Subtotal	\$51,880.00
Data Conversion/Database Setup	Subtotal	\$43,755.00
Contingency	Subtotal	\$6,000.00
Custom Import	Subtotal	\$1,500.00
Project Management and Implementation Planning	Subtotal	\$37,600.00
Implementation and Training	Subtotal	\$66,000.00

Total Proposed **\$206,735.00**

Estimated Travel Expenses are not outlined in this proposal. The final invoice will reflect actual expenses following the completion of all training activities based on the Federal Guidelines described below.

-
- \$160/\$185/\$225 per day hotel, varies by state
 - \$90 per day car rental
 - \$70 per day meals
 - \$730 per trip airfare/related expenses
 - \$0.70/mile round trip for drive distance

BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).

**BS&A
CUSTOMER ORDER FORM**

This Customer Order Form (this “**Order**”) is entered into as of the “**Effective Date**” identified below between BS&A Software, LLC, a Delaware limited liability company with offices located at 14965 Abbey Lane, Bath, MI 48808 (“**BS&A**”) and the “**Customer**” identified below. Capitalized terms used but not defined in this Order have the meanings given them elsewhere in the Agreement (as defined below). BS&A and Customer may be referred to herein collectively as the “**Parties**” or individually as a “**Party**”. The Parties hereby agree as follows:

Customer Name: City of North Branch, Chisago County MN	Sponsor Contact: []
Billing Address: []	Sponsor Phone: []
Accounts Payable Email: []	Sponsor Email: []

Platform and Fee Information

Effective Date: []	
Platform Description: Those modules and feature packs of BS&A’s proprietary hosted enterprise resource planning service for managing local government functions that are identified in the Pricing Sheet.	
“Usage Limitations”:	
<input type="checkbox"/> <i>Number of Authorized Users:</i> [INSERT # OF SEATS]	
<input type="checkbox"/> <i>Other:</i> [INSERT OTHER USAGE LIMITATIONS, IF ANY]	
“Initial Subscription Period”: [One (1) year]	Subscription Fees: \$51,880, payable [annually].
The “ Initial Subscription Period ” shall begin the at the earlier date of	
<ul style="list-style-type: none"> • One (1) year after the Effective Date for any new software modules • Six (6) months after the Effective Date for any software modules upgrading from BS&A’s .NET Platform 	
Professional Services (if any): \$154,855	Service Fees (if any):
Other Customer Terms:	

The Customer Agreement (the “**Agreement**”), made and entered into as of the Effective Date between BS&A and Customer, includes and incorporates: (i) the above Order; (ii) any Orders previously or subsequently entered into by the Parties; and (iii) the Customer Terms and Conditions, which are attached to this Order (the “**Terms and Conditions**”); and (iv) the Pricing Sheet attached to this Order (the “**Pricing Sheet**”).

BS&A SOFTWARE, LLC

CITY OF NORTH BRANCH, CHISAGO COUNTY MN

Name: _____

Name: _____

Title: _____

Title: _____

EXHIBIT A
CUSTOMER TERMS AND CONDITIONS

The Parties agree as follows:

1. Definitions.

1.1 **“Authorized User”** means Customer’s employees, consultants, contractors, and agents: (i) who are authorized by Customer to access and use the Platform under this Agreement; and (ii) for whom access to the Platform has been purchased hereunder.

1.2 **“BS&A IP”** means the Platform and any and all intellectual property provided to Customer or any Authorized User in connection with the foregoing. For the avoidance of doubt, BS&A IP includes Usage Data and any information, data, or other content derived from BS&A’s provision of the Platform but does not include Customer Data.

1.3 **“Business Contact Data”** means Personal Information that relates to BS&A’s relationship with Customer, including, by way of example and without limitation, the names and contact information of Authorized Users and any other data BS&A collects for the purpose of managing its relationship with Customer, identity verification, or as otherwise required by applicable laws, rules, or regulations.

1.4 **“Customer Data”** means information, data, and other content, in any form or medium, that is submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform, including Business Contact Data; provided that, for purposes of clarity, Customer Data as defined herein does not include Business Contact Data or Usage Data.

1.5 **“Documentation”** means Company’s end user documentation relating to the Platform, including any user guides.

1.6 **“Harmful Code”** means any software, hardware, or other technology, device, or means, including any virus, worm, malware, or other malicious computer code, the purpose or effect of which is to permit unauthorized access to, or to destroy, disrupt, disable, distort, or otherwise harm or impede in any manner any (i) computer, software, firmware, hardware, system, or network; or (ii) any application or function of any of the foregoing or the security, integrity, confidentiality, or use of any data processed thereby.

1.7 **“Order”** means: (i) a purchase order, order form, or other ordering document entered into by the Parties that incorporates this Agreement by reference; or (ii) if Customer registered for the Platform through BS&A’s online ordering process, the results of such online ordering process.

1.8 **“Personal Information”** means any information that, individually or in combination, does or can identify a specific individual or by or from which a specific individual may be identified, contacted, or located, including without limitation all data considered “personal data”, “personally identifiable information”, or something similar under applicable laws, rules, or regulations relating to data privacy.

1.9 **“Platform”** has the meaning set forth on the Order.

1.10 **“Professional Services”** means training, migration, implementation, integration, or other professional services that are provided to Customer in connection with its use of the Platform hereunder.

1.11 **“Subscription Period”** means the time period identified on the Order during which Customer’s Authorized Users may access and use the Platform.

1.12 **“Third-Party Products”** means any third-party products provided with, integrated with, or incorporated into the Platform.

1.13 **“Usage Data”** means usage data collected and processed by BS&A in connection with Customer’s use of the Platform, including without limitation test configuration metadata, activity logs, and data used to optimize and maintain performance of the Platform, and to investigate and prevent system abuse. For purposes of clarity, Customer Data is not Usage Data and Usage Data does not contain Personal Information or any other Customer Data.

1.14 **“Usage Limitations”** means the usage limitations set forth in this Agreement and the Order, including without limitation any limitations on the number of Authorized Users (if any), and the applicable product, pricing, and support tiers agreed-upon by the Parties.

2. Access and Use.

2.1 Provision of Access. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including without limitation the Usage Limitations, Customer may, solely through its Authorized Users, access and use the Platform during the Subscription Period on a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable basis. Such use is limited to Customer's internal business purposes and the features and functionalities specified in the Order. Each Authorized User must have its own unique account on the Platform and Authorized Users may not share their account credentials with one another or any third party. Customer will be responsible for all of the acts and omissions of its Authorized Users in connection with this Agreement and for all use of Authorized Users' accounts.

2.2 Documentation License. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, Company hereby grants to Customer a non-exclusive, non-transferable (except in compliance with Section 15.9), and non-sublicensable license to use the Documentation during the Subscription Period solely for Customer's internal business purposes in connection with its use of the Platform.

2.3 Use Restrictions. Customer shall not use the Platform for any purposes beyond the scope of the access granted in this Agreement. Customer shall not at any time, directly or indirectly, and shall not permit any Authorized Users to: (i) copy, modify, or create derivative works of any BS&A IP, whether in whole or in part; (ii) rent, lease, lend, sell, license, sublicense, assign, distribute, publish, transfer, or otherwise make available the Platform or Documentation to any third party; (iii) reverse engineer, disassemble, decompile, decode, adapt, or otherwise attempt to derive or gain access to any software component of the Platform, in whole or in part; (iv) remove any proprietary notices from any BS&A IP; (v) use any BS&A IP in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law; (vi) access or use any BS&A IP for purposes of competitive analysis of BS&A or the Platform, the development, provision, or use of a competing software service or product, or any other purpose that is to BS&A's detriment or commercial disadvantage; (vii) bypass or breach any security device or protection used by the Platform or access or use the Platform other than by an Authorized User through the use of valid access credentials; (viii) input, upload, transmit, or otherwise provide to or through the Platform any information or materials, including Customer Data, that are unlawful or injurious or that infringe or otherwise violate any third party's intellectual property or other rights, or that contain, transmit, or activate any Harmful Code; or (ix) use any BS&A IP for any activity where use or failure of the BS&A IP could lead to death, personal injury, or environmental damage, including life support systems, emergency services, nuclear facilities, autonomous vehicles, or air traffic control.

2.4 Reservation of Rights. BS&A reserves all rights not expressly granted to Customer in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the BS&A IP.

2.5 Suspension. Notwithstanding anything to the contrary in this Agreement, BS&A may temporarily suspend Customer's and any Authorized User's access to any portion or all of the Platform if: (i) BS&A reasonably determines that (a) there is a threat or attack on any of the BS&A IP; (b) Customer's or any Authorized User's use of the BS&A IP disrupts or poses a security risk to the BS&A IP or to any other customer or vendor of BS&A; (c) Customer, or any Authorized User, is using the BS&A IP for fraudulent or illegal activities; (d) subject to applicable law, Customer has ceased to continue its business in the ordinary course, made an assignment for the benefit of creditors or similar disposition of its assets, or become the subject of any bankruptcy, reorganization, liquidation, dissolution, or similar proceeding; (e) BS&A's provision of the Platform to Customer or any Authorized User is prohibited by applicable law; or (f) any Customer Data submitted, posted, or otherwise transmitted by or on behalf of Customer or an Authorized User through the Platform may infringe or otherwise violate any third party's intellectual property or other rights; (ii) any vendor of BS&A has suspended or terminated BS&A's access to or use of any Third-Party Products required to enable Customer to access the Platform; or (iii) in accordance with Section 7.1 (any such suspension described in subclauses (i), (ii), or (iii), a "**Service Suspension**"). BS&A shall use commercially reasonable efforts to provide written notice of any Service Suspension to Customer and to provide updates regarding resumption of access to the Platform following any Service Suspension. BS&A shall use commercially reasonable efforts to resume providing access to the Platform as soon as reasonably possible after the event giving rise to the Service Suspension is cured. BS&A will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Customer or any Authorized User may incur as a result of a Service Suspension.

2.6 Business Contact Data and Usage Data. Notwithstanding anything to the contrary in this Agreement,

BS&A may process Business Contact Data: (i) to manage BS&A's relationship with Customer; (ii) to carry out BS&A's core business operations, such as, by way of example and without limitation, accounting, audits, tax preparation and for filing and compliance purposes; (iii) to monitor, investigate, prevent and detect fraud, security incidents and other misuse of the Platform, and to prevent harm to BS&A, Customer, and BS&A's other customers; (iv) for identity verification purposes; and (v) to comply with applicable laws, rules, and regulations relating to the processing and retention of Personal Information to which BS&A may be subject. BS&A may process Usage Data for any lawful purpose, including to monitor, maintain, and optimize the Platform. '

3. Customer Responsibilities.

3.1 General. Customer is responsible and liable for all uses of the Platform and Documentation resulting from access provided by Customer, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, Customer is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by Customer will be deemed a breach of this Agreement by Customer. Customer shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Platform and shall cause Authorized Users to comply with such provisions.

3.2 Third-Party Products. BS&A may from time to time make Third-Party Products available to Customer or BS&A may allow for certain Third-Party Products to be integrated with the Platform to allow for the transmission of Customer Data from such Third-Party Products into the Platform. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions. BS&A is not responsible for the operation of any Third-Party Products and makes no representations or warranties of any kind with respect to Third-Party Products or their respective providers. If Customer does not agree to abide by the applicable terms for any such Third-Party Products, then Customer should not install or use such Third-Party Products. By authorizing BS&A to transmit Customer Data from Third-Party Products into the Platform, Customer represents and warrants to BS&A that it has all right, power, and authority to provide such authorization.

3.3 Customer Control and Responsibility. Customer has and will retain sole responsibility for: (i) all Customer Data, including its content and use; (ii) all information, instructions, and materials provided by or on behalf of Customer or any Authorized User in connection with the Platform; (iii) Customer's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by Customer or through the use of third-party platforms or service providers ("**Customer Systems**"); (iv) the security and use of Customer's and its Authorized Users' access credentials; and (v) all access to and use of the Platform directly or indirectly by or through the Customer Systems or its or its Authorized Users' access credentials, with or without Customer's knowledge or consent, including all results obtained from, and all conclusions, decisions, and actions based on, such access or use. For purposes of clarity, Customer Systems do not include BS&A's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems, and networks operated directly by BS&A and its third-party service providers.

4. Support. Subject to and conditioned on Customer's compliance with the terms and conditions of this Agreement, including payment of applicable Fees, BS&A will use commercially reasonable efforts to provide Customer with basic customer support via BS&A's standard support channels during BS&A's normal business hours.

5. Professional Services. BS&A will perform Professional Services as described in an Order. Customer will provide BS&A all reasonable cooperation required for BS&A to perform the Professional Services, including without limitation timely access to any reasonably required Customer materials, information, or personnel. Subject to any limitations identified in an Order, Customer will reimburse BS&A's reasonable travel and lodging expenses incurred in providing Professional Services. To the extent the Professional Services result in any work product of any kind or character ("**Work Product**"), all such Work Product will remain owned solely and exclusively by BS&A and, to the extent any such Work Product consists of enhancements, improvements, or other modifications to the Platform, such Work Product may be used by Customer solely in connection with Customer's authorized use of the Platform under this Agreement.

6. Insurance. During the Subscription Period, BS&A shall procure and maintain appropriate insurance policies with coverage limits that are commensurate with industry standards and sufficient to protect against potential risks associated with this Agreement. The insurance policies shall be obtained from reputable and financially sound insurance providers, and BS&A agrees to provide proof of such insurance upon request by Customer.

7. Fees and Taxes.

7.1 Fees. The Platform may be provided for a fee or other charge. Customer shall pay BS&A the fees (“Fees”) identified in the Order without offset or deduction at the cadence identified in the Order (e.g., monthly or annually). BS&A may increase the Fees annually, provided that BS&A will provide Customer at least thirty (30) days’ notice of such increase prior to the end of the then-current Term. The amount of the Fee increase will be in BS&A’s sole discretion, provided that Customer agrees that the increase may be at least the greater of: (i) five percent (5%); or (ii) the annual increase in the relevant Consumer Price Index for all Urban Consumers published by the Bureau of Labor Statistics for the then-current calendar year, in each case as compared to the Fees applicable during then-current Term, as applicable. Fees paid by Customer are non-refundable. Customer shall make all payments hereunder in US dollars by ACH or via another reasonable method chosen by BS&A, to such account as BS&A may specify in writing from time to time, or by another mutually agreed-upon payment method. If Customer pays via invoice, Customer will pay the invoiced amount within thirty (30) calendar days of the invoice date. If Customer fails to make any payment when due, and Customer has not notified BS&A in writing within ten (10) days of the payment becoming due and payable that the payment is subject to a good faith dispute, without limiting BS&A’s other rights and remedies, and to the fullest extent permissible under applicable law: (i) BS&A may charge interest on the undisputed past due amount at the rate of 1.5% per month, calculated daily and compounded monthly or, if lower, the highest rate permitted under applicable law; (ii) Customer shall reimburse BS&A for all reasonable costs incurred by BS&A in collecting any late payments or interest, including attorneys’ fees, court costs, and collection agency fees; and (iii) if such failure continues for ten (10) days or more, BS&A may suspend Customer’s and its Authorized Users’ access to all or any part of the Platform until such amounts are paid in full.

7.2 Taxes. All Fees and other amounts payable by Customer under this Agreement are exclusive of taxes and similar assessments. Customer is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by Customer hereunder, other than any taxes imposed on BS&A’s income.

8. Confidential Information.

8.1 Definition. From time to time during the Subscription Period, either Party may disclose or make available to the other Party information about its business affairs, products, confidential intellectual property, trade secrets, third-party confidential information, and other sensitive or proprietary information, whether orally or in written, electronic, or other form or media that: (i) is marked, designated or otherwise identified as “confidential” or something similar at the time of disclosure or within a reasonable period of time thereafter; or (ii) would be considered confidential by a reasonable person given the nature of the information or the circumstances of its disclosure (collectively, “Confidential Information”). Except for Personal Information, Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party without use of, reference to, or reliance upon the disclosing Party’s Confidential Information.

8.2 Duty. The receiving Party shall not disclose the disclosing Party’s Confidential Information to any person or entity, except to the receiving Party’s employees, contractors, and agents who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder (“Representatives”). The receiving Party will be responsible for all the acts and omissions of its Representatives as they relate to Confidential Information hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (ii) to establish a Party’s rights under this Agreement, including to make required court filings. Further, notwithstanding the foregoing, each Party may disclose the terms and existence of this Agreement to its actual or potential investors, debtholders, acquirers, or merger partners under customary confidentiality terms.

8.3 Return of Materials; Effects of Termination/Expiration. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party’s Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party’s obligations of non-use and non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire three (3) years from the date of termination or expiration of this Agreement; provided, however, with respect to any Confidential Information that constitutes a trade secret (as determined under applicable law), such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to trade secret protection under applicable law.

9. Data Security and Processing of Personal Information.

9.1 Customer Data. Customer hereby grants to BS&A a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the Customer Data and perform all acts with respect to the Customer Data as may be necessary for BS&A to provide the Platform and otherwise perform its obligations hereunder. Customer may export the Customer Data at any time through the features and functionalities made available via the Platform. For the avoidance of doubt, aggregated, de-identified, and anonymized portions, sets, or other combinations of Customer Data that do not contain personally identifying elements of Customer's identity or of any Authorized Users are Usage Data and not Customer Data.

9.2 Security Measures. BS&A will implement and maintain commercially reasonable administrative, physical, and technical safeguards designed to protect Customer Data (including Personal Information provided as part of Business Contact Data) from unauthorized access, use, alteration, or disclosure.

9.3 Processing of Personal Information. BS&A's rights and obligations with respect to Personal Information that it collects directly from individuals (if any) are set forth in BS&A's Privacy Policy (as amended from time to time in accordance with its terms). Personal Information processed by BS&A on behalf of Customer is considered Customer Data and is governed by the terms of this Agreement.

10. Intellectual Property Ownership; Feedback.

10.1 BS&A IP. Customer acknowledges that, as between Customer and BS&A, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the BS&A IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.

10.2 Usage Data. Customer acknowledges that, as between BS&A and Customer, BS&A owns all right, title, and interest, including all intellectual property rights, in and to the Usage Data.

10.3 Customer Data. BS&A acknowledges that, as between BS&A and Customer, Customer owns all right, title, and interest, including all intellectual property rights, in and to the Customer Data.

10.4 Feedback. If Customer or any of its employees or contractors sends or transmits any communications or materials to BS&A by mail, email, telephone, or otherwise, suggesting or recommending changes to the BS&A IP, including without limitation, new features or functionality relating thereto, or any comments, questions, suggestions, or the like ("**Feedback**"), BS&A is free to use such Feedback irrespective of any other obligation or limitation between the Parties governing such Feedback.

11. Mutual Warranties; Disclaimer of Other Warranties.

11.1 Mutual Warranties. Each party hereby represents and warrants to the other that: (i) it has the full right, power, and authority to enter into, execute, and perform its obligations under this Agreement without any conflict with or violation of any other obligations to which it may be subject; and (ii) this Agreement is binding on such party in accordance with its terms.

11.2 Disclaimer of Other Warranties. THE BS&A IP IS PROVIDED "AS IS" AND BS&A HEREBY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE. BS&A SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. BS&A MAKES NO WARRANTY OF ANY KIND THAT THE BS&A IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER PLATFORM, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE.

12. Indemnification.

12.1 BS&A Indemnification.

(a) BS&A shall indemnify, defend, and hold harmless Customer from and against any and all losses, damages, liabilities, costs (including reasonable attorneys' fees) ("**Losses**") incurred by Customer resulting from any third-party claim, suit, action, or proceeding ("**Third-Party Claim**") brought against Customer alleging that the Platform, or any use of the Platform in accordance with this Agreement, infringes or misappropriates such third party's US intellectual

property rights; provided that Customer promptly notifies BS&A in writing of the claim, cooperates with BS&A, and allows BS&A sole authority to control the defense and settlement of such claim.

(b) If such a claim is made or appears possible, Customer agrees to permit BS&A, at BS&A's sole discretion: to (i) modify or replace the Platform, or component or part thereof, to make it non-infringing; or (ii) obtain the right for Customer to continue use. If BS&A determines that neither alternative is reasonably commercially available, BS&A may terminate this Agreement, in its entirety or with respect to the affected component or part, effective immediately on written notice to Customer, and as Customer's sole and exclusive remedy therefor, BS&A will provide to Customer a prorated refund of prepaid, unused Fees attributable to the Platform (and not including any one-time Fees for Professional Services).

(c) This Section 12.1 will not apply to the extent that the alleged infringement arises from: (i) use of the Platform in combination with data, software, hardware, equipment, or technology not provided by BS&A or authorized by BS&A in writing; (ii) modifications to the Platform not made by BS&A; (iii) Customer Data; or (iv) Third-Party Products.

12.2 Customer Indemnification. To the extent permitted under applicable laws, Customer shall indemnify, hold harmless, and, at BS&A's option, defend BS&A from and against any Losses resulting from any Third-Party Claim alleging that the Customer Data, or any use of the Customer Data in accordance with this Agreement, infringes or misappropriates such third party's intellectual property or other rights and any Third-Party Claims based on Customer's or any Authorized User's (i) negligence or willful misconduct; (ii) use of the Platform in a manner not authorized by this Agreement; or (iii) use of the Platform in combination with data, software, hardware, equipment or technology not provided by BS&A or authorized by BS&A in writing; in each case provided that Customer may not settle any Third-Party Claim against BS&A unless BS&A consents to such settlement, and further provided that BS&A will have the right, at its option, to defend itself against any such Third-Party Claim or to participate in the defense thereof by counsel of its own choice.

12.3 Sole Remedy. THIS SECTION 12.3 SETS FORTH CUSTOMER'S SOLE REMEDIES AND BS&A'S SOLE LIABILITY AND OBLIGATION FOR ANY ACTUAL, THREATENED, OR ALLEGED CLAIMS THAT THE PLATFORM INFRINGE, MISAPPROPRIATE, OR OTHERWISE VIOLATE ANY INTELLECTUAL PROPERTY RIGHTS OF ANY THIRD PARTY.

13. Limitations of Liability. IN NO EVENT WILL EITHER PARTY BE LIABLE UNDER OR IN CONNECTION WITH THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE, FOR ANY: (i) CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, ENHANCED, OR PUNITIVE DAMAGES; (ii) INCREASED COSTS, DIMINUTION IN VALUE OR LOST BUSINESS, PRODUCTION, REVENUES, OR PROFITS; (iii) LOSS OF GOODWILL OR REPUTATION; (iv) USE, INABILITY TO USE, LOSS, INTERRUPTION, DELAY OR RECOVERY OF ANY DATA, OR BREACH OF DATA OR SYSTEM SECURITY; OR (v) COST OF REPLACEMENT GOODS OR SERVICES, IN EACH CASE REGARDLESS OF WHETHER BS&A WAS ADVISED OF THE POSSIBILITY OF SUCH LOSSES OR DAMAGES OR SUCH LOSSES OR DAMAGES WERE OTHERWISE FORESEEABLE. IN NO EVENT WILL EITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT UNDER ANY LEGAL OR EQUITABLE THEORY, INCLUDING BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, AND OTHERWISE EXCEED THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM. THE FOREGOING LIMITATIONS OF LIABILITY WILL NOT APPLY WITH RESPECT TO LIABILITIES ARISING FROM: (A) A PARTY'S BREACH OF ITS CONFIDENTIALITY OBLIGATIONS UNDER SECTION 8; (B) A PARTY'S GROSS NEGLIGENCE, FRAUD, OR WILLFUL MISCONDUCT; OR (C) A PARTY'S INDEMNIFICATION OBLIGATIONS UNDER SECTION 12 (PROVIDED THAT BS&A'S TOTAL AGGREGATE LIABILITY IN CONNECTION WITH SUCH INDEMNIFICATION OBLIGATIONS WILL NOT EXCEED THREE TIMES (3X) THE TOTAL AMOUNTS PAID AND/OR PAYABLE TO BS&A UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE CLAIM).

14. Subscription Period and Termination.

14.1 Subscription Period. The initial term of this Agreement begins on the Effective Date and, unless terminated earlier pursuant to this Agreement's express provisions, will continue in effect for the period identified in the Order (the "**Initial Subscription Period**"). This Agreement will automatically renew for additional successive terms equal to the length of the Initial Subscription Period unless earlier terminated pursuant to this Agreement's express provisions or either Party gives the other Party written notice of non-renewal at least thirty (30) days prior to the expiration of the then-current term (each a "**Renewal Subscription Period**" and together with the Initial Subscription Period, the "**Subscription Period**").

14.2 Termination. In addition to any other express termination right set forth in this Agreement:

(a) BS&A may terminate this Agreement, effective on written notice to Customer, if Customer: (i) fails to pay any amount when due hereunder, and such failure continues more than ten (10) calendar days after BS&A's delivery of written notice thereof; or (ii) breaches any of its obligations under Section 2.3 or Section 8;

(b) either Party may terminate this Agreement, effective on written notice to the other Party, if the other Party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) calendar days after the non-breaching Party provides the breaching Party with written notice of such breach; or

(c) either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

14.3 Effect of Expiration or Termination. Upon expiration or earlier termination of this Agreement, Customer shall immediately discontinue use of the BS&A IP and, without limiting Customer's obligations under Section 8, Customer shall delete, destroy, or return all copies of the BS&A IP and certify in writing to the BS&A that the BS&A IP has been deleted or destroyed. No expiration or termination will affect Customer's obligation to pay all Fees that may have become due before such expiration or termination or entitle Customer to any refund.

14.4 Survival. This Section 14.4 and Sections 1, 5, 8, 10, 11, 12, 13, 14.3, and 15 survive any termination or expiration of this Agreement. No other provisions of this Agreement survive the expiration or earlier termination of this Agreement.

15. Miscellaneous.

15.1 Relationship of the Parties. BS&A performs its obligations hereunder as an independent contractor and not a partner, joint venture, or agent of Customer and shall not bind nor attempt to bind Customer to any contract without Customer's prior written approval on a case-by-case basis. BS&A is responsible for hiring, firing, and supervising its personnel is solely responsible hereunder for its personnel, including without limitation for: (a) payment of compensation to such personnel; (b) withholding (if applicable), paying, and reporting, for all personnel assigned to perform services (including Professional Services) in connection with this Agreement, applicable tax withholding, social security taxes, employment head taxes, unemployment insurance, and other taxes or charges applicable to such personnel; and (c) health or disability benefits, retirement benefits, or welfare, pension, or other benefits (if any) to which such personnel may be entitled. For purposes of clarity, BS&A's personnel will not be eligible to participate in any of Customer's employee benefit plans, fringe benefit programs, group insurance arrangements, or similar programs.

15.2 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, and representations and warranties, both written and oral, with respect to such subject matter. In the event of any inconsistency between the statements made in the body of this Agreement, the related Exhibits, and any other documents incorporated herein by reference, the following order of precedence governs: (i) first, this Agreement; and (ii) second, any other documents incorporated herein by reference.

15.3 Notices. All notices, requests, consents, claims, demands, waivers, and other communications hereunder (each, a "**Notice**") must be in writing and addressed to the Parties at the addresses set forth on the first page of this Agreement (or to such other address that may be designated by the Party giving Notice from time to time in accordance with this Section). All Notices must be delivered by personal delivery, nationally recognized overnight courier (with all fees pre-paid), facsimile or email (with confirmation of transmission) or certified or registered mail (in each case, return receipt requested, postage pre-paid). Except as otherwise provided in this Agreement, a Notice is effective only: (i) upon receipt by the receiving Party; and (ii) if the Party giving the Notice has complied with the requirements of this Section.

15.4 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached

this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

15.5 Amendment and Modification. No amendment or modification to this Agreement is effective unless it is in writing and signed by an authorized representative of each Party.

15.6 Waiver. No failure or delay by either Party in exercising any right or remedy available to it in connection with this Agreement will constitute a waiver of such right or remedy. No waiver under this Agreement will be effective unless made in writing and signed by an authorized representative of the Party granting the waiver.

15.7 Severability. If any provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement so as to effect their original intent as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

15.8 Governing Law; Submission to Jurisdiction. To the extent permissible under applicable laws, this Agreement is governed by and construed in accordance with the internal laws of the State of Delaware without giving effect to any choice or conflict of law provision or rule that would require or permit the application of the laws of any jurisdiction other than those of the State of Delaware. To the extent permissible under applicable laws, any legal suit, action, or proceeding arising out of or related to this Agreement must be instituted in the federal courts of the United States or the courts of the State of Delaware in each case located in New Castle County, Delaware and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding. If Customer is located in a jurisdiction that requires that this Agreement be governed by and construed in accordance with laws other than those of the State of Delaware, or that require any legal suits, actions, or proceedings arising out of or related to this Agreement be instituted in state and federal courts located anywhere other than New Castle County, Delaware, then the Parties agree that such other laws shall apply and to institute any such legal suits, actions, or proceedings in such other jurisdiction(s).

15.9 Assignment. Neither Party may assign any of its rights or delegate any of its obligations hereunder (except in the case of either Party utilizing authorized subcontractors and consultants), in each case whether voluntarily, involuntarily, by operation of law or otherwise, without the prior written consent of the other Party. Any purported assignment or delegation in violation of this Section will be null and void. No assignment or delegation will relieve the assigning or delegating Party of any of its obligations hereunder. This Agreement is binding upon and inures to the benefit of the Parties and their respective permitted successors and assigns. Notwithstanding the foregoing, either Party may freely assign this Agreement to an affiliate or successor in interest in the event of a merger, acquisition, sale of all or substantially all of its assets, corporate reorganization, or other change in control, without the prior consent of the other Party.

15.10 Export Regulation. The Platforms utilize software and technology that may be subject to US export control laws, including the US Export Administration Act and its associated regulations. Customer shall not, directly or indirectly, export, re-export, or release the Platform or the underlying software or technology to, or make the Platform or the underlying software or technology accessible from, any jurisdiction or country to which export, re-export, or release is prohibited by law, rule, or regulation. Customer shall comply with all applicable federal laws, regulations, and rules, and complete all required undertakings (including obtaining any necessary export license or other governmental approval), prior to exporting, re-exporting, releasing, or otherwise making the Platform or the underlying software or technology available outside the US.

15.11 US Government Rights. Each of the Documentation and software components that constitute the Platform is a "commercial item" as that term is defined at 48 C.F.R. § 2.101, consisting of "commercial computer software" and "commercial computer software documentation" as such terms are used in 48 C.F.R. § 12.212. Accordingly, if Customer is an agency of the US Government or any contractor therefor, Customer only receives those rights with respect to the Documentation and the Platform as are granted to all other end users, in accordance with (a) 48 C.F.R. § 227.7201 through 48 C.F.R. § 227.7204, with respect to the Department of Defense and their contractors, or (b) 48 C.F.R. § 12.212, with respect to all other US Government users and their contractors.

15.12 Equitable Relief. Each Party acknowledges and agrees that a breach or threatened breach by such Party of any of its obligations under Section 8 or, in the case of Customer, Section 2.3, would cause the other Party irreparable harm for which monetary damages would not be an adequate remedy and agrees that, in the event of such breach or threatened breach, the other Party will be entitled to equitable relief, including a restraining order, an injunction, specific performance and any other relief that may be available from any court, without any requirement to post a bond or other security, or to prove actual damages or that monetary damages are not an adequate remedy. Such remedies are not exclusive and are in addition to all other remedies that may be available at law, in equity or otherwise.

**EXHIBIT B
PRICING SHEET**

(Based on Quote-01690 | May 23, 2025)

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

Cloud Modules - Annual Fee

Financial Management

FA-Fixed Assets	\$2,880.00
GL-General Ledger	\$3,880.00
AP-Account Payable	\$3,175.00
CR-Cash Receipting	\$3,545.00
AR-Account Receivables	\$2,955.00
Total	\$16,435.00

Personnel Management

PR-Payroll	\$5,260.00
HR-Human Resources	\$3,660.00
TS-Timesheets	\$2,390.00
Total	\$11,310.00

Community Development

BD-Building Department	\$6,345.00
BL-Business License	\$3,025.00
Total	\$9,370.00

Property

SPAS-Special Assessments	\$3,025.00
Total	\$3,025.00

BS&A Online		
BSAO-Public Record Search		\$1,775.00
CD-Building		\$2,665.00
	Total	\$4,440.00
Utility Billing		
UB-Utility Billing		\$6,120.00
	Total	\$6,120.00
Platform		
Laserfiche Integration		\$1,180.00
	Total	\$1,180.00
	Subtotal	\$51,880.00

Data Conversions/Database Setup

FA-Manual-Database Setup Setup of Assets, Entry of Value, Accumulated Depreciation		\$3,460.00
AR-Manual-Database Setup Setup of Billing Items, Penalties		\$1,800.00
HR-Manual-Database Setup Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees		\$3,600.00
BD-Manual-Database Setup Setup of Permit and Enforcement Types, Fee Schedules		\$3,600.00
BL-Manual-Database Setup Setup of License Types, Fee Schedules		\$1,800.00
GL-Conversion-Springbrook COA, Balances, Budget, Journal Transaction history for up to 5 years		\$4,115.00
AP-Conversion-Springbrook Vendors, Invoices and check history for up to 5 years		\$3,525.00
CR-Conversion-Springbrook Receipt items, Receipt history for up to 5 years		\$3,620.00

UB-Conversion-Springbrook Accounts, Services, Deposits, Rates, Meters; Billing & Payment History, Service for up to 5 years	\$9,500.00
PR-Conversion-Springbrook Database setup, employee detail, YTD Values, Check history for up to 5 years	\$8,735.00
Total	\$43,755.00

Data Conversions/Database Setup

No Conversion or Database Setup for:

TS-Timesheets
SPAS-Special Assessments

Contingency

Significant efforts are made by both parties to ensure that the scope of a project such as this is well-defined. Occasionally, unforeseen situations occur, such as customization requests for non-standard functionality, reporting or integration with a third-party system, or the need for additional training due to process changes, staff changes, etc. In order to easily accommodate these situations during your project, BS&A recommends the establishment of a Contingency budget. The Contingency budget allows for unexpected situations to be addressed efficiently, without the need for additional council approval.

Recommended Contingency	\$6,000.00
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Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500.00
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

Total	\$37,600.00
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Implementation and Training

- \$1,200/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Setup Days

ITS Setup - FM	Setup Days: 2	\$2,400.00
ITS Setup - HRIS	Setup Days: 2	\$2,400.00
ITS Setup - CD	Setup Days: 2	\$2,400.00
ITS Setup - Property	Setup Days: 1	\$1,200.00
ITS Setup - UB	Setup Days: 2	\$2,400.00
ITS Setup - Platform	Setup Days: 1	\$1,200.00
Total Setup Days: 10		Subtotal: \$12,000.00

Training Days

ITS Training - FM	Training Days: 9	\$10,800.00
ITS Training - HRIS	Training Days: 12	\$14,400.00
ITS Training - CD	Training Days: 10	\$12,000.00
ITS Training - BSAO	Training Days: 2	\$2,400.00
ITS Training - Property	Training Days: 2	\$2,400.00
ITS Training - UB	Training Days: 10	\$12,000.00
Total Training Days: 45		Subtotal: \$54,000.00
Total Days: 55		Total: \$66,000.00

Cost Totals

Cloud New Purchase – <i>Annual Fee</i>	Subtotal	\$51,880.00
Data Conversion/Database Setup	Subtotal	\$43,755.00
Contingency	Subtotal	\$6,000.00
Custom Import	Subtotal	\$1,500.00
Project Management and Implementation Planning	Subtotal	\$37,600.00
Implementation and Training	Subtotal	\$66,000.00

Total Proposed **\$206,735.00**

Estimated Travel Expenses are not outlined in this proposal. The final invoice will reflect actual expenses following the completion of all training activities based on the Federal Guidelines described below.

\$160/\$185/\$225 per day hotel, varies by state
\$90 per day car rental
\$70 per day meals
\$730 per trip airfare/related expenses
\$0.70/mile round trip for drive distance

BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).



Prepared By: Ryan Saltis, City Planner, Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/21/2026

Board & Commission: City Council

Subject: Approval of Resolution R-285-2026 approving a Conditional Use Permit for a Wireless Communications Tower at PID: 11.00223.00

Requested Action

Motion to recommend approval of Resolution R-285-2026 approving a conditional use permit for a Wireless Communications Tower at PID 11.00223.00

Overview / Background

Vertical Bridge (Applicant) has requested approval for a Conditional Use Permit to install a Wireless Communications Tower at PID 11.00223.00. A Conditional Use Permit is required for any antenna or other receiving or transmitting device exceeding a height of 75 feet from ground level. The tower is proposed to be roughly 180 feet in height.

The purpose of the tower is to fulfill an increase in network demand for Verizon Wireless and to improve life/emergency service reliability in the area.

The owner of the tower/compound is Vertical Bridge, while Verizon Wireless will have their equipment installed on the tower to provide the service. The parcel is currently vacant, with no existing homes or structures and is owned by Earl and Deanna Halley. Vertical Bridge has a lease agreement with the parcel owners to place the tower/compound on the property.

The Planning Commission held a public hearing on January 6, 2026, and the only public comment received was from the applicant in support of the request. The Planning Commission recommended approval (4-0) for a Conditional Use Permit for a Wireless Communication Tower at PID 11.00223.00 with the following conditions of approval:

1. The applicant shall comply with all applicable city, state, and federal regulations, including but not limited to building, electrical, fire, FAA, and FCC requirements. All required permits shall be obtained prior to construction.

2. No exterior lighting shall be installed except lighting required by FAA or FCC regulations. Tower lighting shall be oriented or shielded to minimize glare and prevent direct visibility of light sources from public streets and nearby properties.

3. Signage shall be limited to safety, identification, and regulatory compliance signs as allowed under Section 66-821. No advertising signage is permitted.

4. Any future modification that increases tower height, adds additional carriers beyond permitted loading parameters, or alters site layout beyond the approved compound footprint shall require review by the City and may require an amended Conditional Use Permit.

5. All conditions of approval are subject to modification by the City if necessary to protect public safety, health, and welfare or to meet future code requirements.

Attached is the resolution, full staff report and construction plans for the site.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-285-2026

A RESOLUTION APPROVING THE CONDITIONAL USE PERMIT REQUEST FOR A WIRELESS COMMUNICATIONS TOWER AT PID 11.00223.00

WHEREAS, the City of North Branch has received an application from Vertical Bridge for a Conditional Use Permit to construct a wireless communications tower at the property identified as PID 11.00223.00; and

WHEREAS, the proposed wireless communications tower is approximately 180 feet in height and requires a Conditional Use Permit pursuant to Section 66-935 of the City Code; and

WHEREAS, the Planning Commission reviewed the application and held a public hearing on January 6, 2026 and

WHEREAS, the Planning Commission recommended approval of the Conditional Use Permit subject to conditions; and

WHEREAS, the City Council has reviewed the application, the Planning Commission staff report, and the recommendation of the Planning Commission;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA;

That the Conditional Use Permit application for Vertical Bridge to construct a wireless communications tower at the property identified as PID 11.00223.00 is hereby APPROVED based upon the following findings and conditions of approval:

FINDINGS:

1. The proposed use is consistent with the City of North Branch Comprehensive Plan, which identifies well-maintained and expanded infrastructure, including telecommunications, as a key component of the community's long-term vision.
2. The subject property is zoned AG – Agricultural and is surrounded by similar agricultural uses, making the proposed tower compatible with the surrounding land use pattern.
3. The wireless communications tower meets the applicable requirements of Section 66-935 of the City Code, including setback standards and separation requirements.
4. The project will not create undue traffic, congestion, noise, or lighting impacts and will not negatively affect public health, safety, or welfare.
5. The Conditional Use Permit will not place an undue financial burden on the City, as the project is privately funded and maintained.

CONDITIONS OF APPROVAL:

1. The applicant shall comply with all applicable city, state, and federal regulations, including but not limited to building, electrical, fire, FAA, and FCC requirements, and shall obtain all required permits prior to construction.
2. No exterior lighting shall be installed except as required by FAA or FCC

regulations, and any required lighting shall be designed to minimize glare and visibility from public streets and nearby properties.

3. Signage shall be limited to safety, identification, and regulatory signage in compliance with Section 66-821 of City Code. No advertising signage is permitted.

4. Any future modification that increases tower height, adds additional carriers beyond approved loading parameters, or alters the approved site layout shall require review by the City and may require an amended Conditional Use Permit.

5. All conditions of approval are subject to modification by the City if necessary to protect public safety, health, and welfare or to meet future code requirements.

Passed by the City Council of North Branch, Minnesota this 27th day of January, 2026.

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk

Planning Commission Action

Motion to recommend/deny approval to the City Council, for the following request:

- Conditional Use Permit for a Wireless Communications Tower at PID 11.00223.00.

Overview / Background

Vertical Bridge (Applicant) has requested approval for a Conditional Use Permit to install a Wireless Communications Tower at PID 11.00223.00. A Conditional Use Permit is required for any antenna or other receiving or transmitting device exceeding a height of 75 feet from ground level. The tower is proposed to be roughly 180 feet in height.

The purpose of the tower is to fulfill an increase in network demand for Verizon Wireless and to improve life/emergency service reliability in the area.

The owner of the tower/compound is Vertical Bridge, while Verizon Wireless will have their equipment installed on the tower to provide the service. The parcel is currently vacant, with no existing homes or structures and is owned by Earl and Deanna Halley. Vertical Bridge has a lease agreement with the parcel owners to place the tower/compound on the property.

Issue(s) to Consider

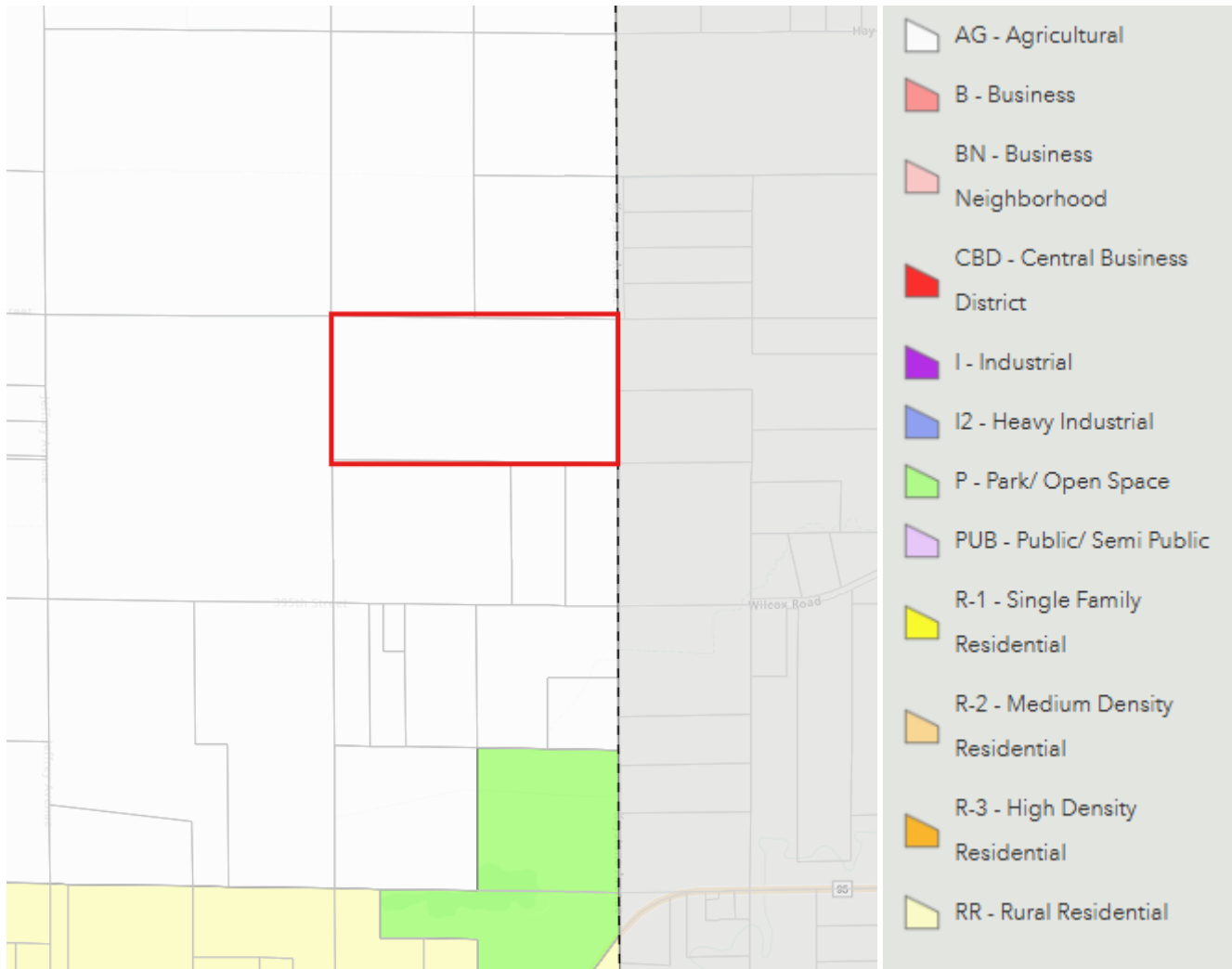
1. Land Use/Zoning and Surrounding Uses
2. Site Improvements
3. Sec 66-935 Towers - Requirements
4. Conditional Use Permit

Analysis of Issue(s)

1. Land Use/Zoning and Surrounding Uses

The Subject Property is zoned **AG - Agricultural** and guided **LUAG - Land Use Agricultural**, per the Comprehensive Plan. The subject site is completely surrounded by properties zoned similarly and used primarily for farming and agriculture.

Zoning Map:



2. Site Improvements

The project will add a new wireless communication tower on a small portion of an existing farm field. Most of the surrounding land will stay the same and continue to be used for agriculture. A gravel driveway will be built from 400th Street to reach the tower location, allowing service vehicles to safely access the site without affecting nearby properties. Inside a fenced area roughly the size of a small residential lot, the tower will stand with related equipment such as a backup generator and utility cabinets. All power and fiber connections will be buried underground to reduce visual clutter and keep the site looking neat.

Outside of this fenced compound, no additional buildings are planned, and no lighting is proposed aside from the standard safety equipment on the tower itself. Overall, the changes are limited to a clearly defined area near the center of the field, with the goal of improving wireless coverage while keeping the visual and physical footprint as small as possible for nearby residents.

3. Sec 66-935 Towers – Requirements

The proposed tower is subject to the requirements found in Sec 66-935 Towers found in City Code. City Staff comments are provided below in **Bold**.

Sec 66-935 Towers

- (a) Any antenna or other receiving or transmitting device which exceeds a height of 75 feet from ground level shall require a conditional use permit.
- (b) Any tower, or other like structure, which exceeds a height of 75 feet from ground level shall require a conditional use permit.
- (c) In any event, a conditional use permit will be required for any tower, or like structure and antenna, or other receiving or transmitting device, any portion of which exceeds ten feet in width when measured horizontally.
- (d) A fee shall be required for any structure or device as described in subsections (a), (b) and (c) of this section at the rate determined by the city council. Such permit fee is payable at the time a conditional use application is filed.
- (e) A 500-foot separation from towers over 75 feet to land zoned R-1, R-1A, R-2, R-3, and R-4 shall be maintained.

The surrounding parcels are all zoned AG – Agricultural. The proposed tower will not be required 500-foot separation from surrounding parcels.

- (f) Towers over 75 feet shall be set back 50 feet at a minimum, or one-half the height of the tower, whichever is greater. The setback area shall have nothing built within it except fencing and nonoccupied accessory support buildings for the tower.

The tower is proposed at 180 feet in height and will be required 90 foot setbacks. This setback requirement is based on half the height of the structure. The setback area only has fencing. Equipment is positioned on the southwest corner of the compound and is not within the 90 foot setback area.

- (g) Prior to construction of any new towers, the applicant shall prove that collocation on an existing tower will not be able to meet their needs.

The city has not received data that shows an increase in need/demand but it has been stated by the applicant and Verizon Wireless.

- (h) Exemptions: The following will be generally allowed as a permitted use within the City of North Branch without the need for a Conditional Use Permit:
 - 1. Temporary towers erected in response to emergency situations which threaten the health, safety, or welfare of the public shall be considered exempt from the above provisions.
 - 2. Routine maintenance of existing tower facilities or modification of lighting to meet the standards set forth by this ordinance.
 - 3. The addition of antenna(s) to a tower facility that meet the standards of this article and do not increase the height of the tower facility.
 - 4. Towers erected and maintained by the city for public use with a maximum height of one hundred fifty (150) feet; provided however that the city will attempt to meet setback and general standards of construction to the extent feasible.
 - 5. Temporary towers erected to temporarily hold equipment during periods of general maintenance of an existing tower or structure that does not exceed the highest point of the tower or other

structure being maintained. The temporary tower shall only be allowed during the duration of the maintenance of the existing tower or structure but not to exceed 4 months

4. Conditional Use Permit

The requested Conditional Use Permit for Cellular Towers will be analyzed for compliance, with City Staff comments provided below in **Bold**.

Sec 66-64 Findings Of Fact

In considering all requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council shall make a finding of fact. Its judgment shall be based upon, but not limited to, the following factors:

- a. Relationship to the city's comprehensive plan;

The 2018 Comprehensive Plan identifies well-maintained infrastructure as a core element of the community vision, and states that the plan is to guide day-to-day decisions on infrastructure and development. It specifically emphasizes that economic development depends on bringing together social, natural, *infrastructure*, and economic assets, and that municipal utilities and related systems should be expanded in a coordinated way to support growth. Separate city broadband planning and the “Telecommuter Forward” initiative further show that improving internet infrastructure and access—particularly in areas outside the city’s core—has been a strategic priority for North Branch. The proposed wireless tower directly supports these goals by improving high-speed connectivity for residents and businesses, and is therefore consistent with the Comprehensive Plan’s vision for infrastructure and economic development.

- b. The geographical area involved;

The project site is located in the city’s agricultural/rural fringe area, generally consistent with the Comprehensive Plan’s description of rural residential and agricultural areas on the edges of the community, where large lots and farm fields predominate. Placing a tower in this type of area allows the facility to serve both rural homes and the broader community while avoiding more intense visual and compatibility conflicts that could arise in the city’s core commercial or residential neighborhoods. The tower and fenced compound occupy only a small portion of the field, allowing the balance of the parcel to remain in agricultural use.

- c. The character of the surrounding area;

The surrounding character is predominantly agricultural, with scattered rural residential properties, which is consistent with the Comprehensive Plan’s description of the city’s outer areas as rural residential and agricultural. A single self-support tower and small equipment compound is a typical form of infrastructure in such settings and does not introduce significant noise, traffic, or lighting. Because the tower is set back from property lines and surrounded by open fields, the overall rural/agricultural character of the area is largely preserved.

- d. The availability and design capacities of existing or proposed utilities;

The Comprehensive Plan’s utilities chapter notes that North Branch and its municipal utilities have a significant investment in existing systems and that, in general, those systems are of adequate size to support expansion, provided that growth and utility extensions are coordinated. The proposed tower will be served by underground electric and communications lines extended from existing networks and does not require upsizing of city trunk infrastructure. The project represents an incremental demand that can be accommodated within existing utility

capacity and is consistent with the city's approach of targeted, coordinated extensions to support development and infrastructure projects.

- e. Whether such a request will tend to or actually depreciate the surrounding area;

The city has not identified evidence in its planning documents that wireless infrastructure, when sited in agricultural or rural residential areas with adequate setbacks, results in measurable depreciation of surrounding property values. To the contrary, city broadband planning documents highlight that lack of high-speed internet has negatively affected home sales in outlying areas, and that improved connectivity is important to the marketability of rural properties. Given the tower's limited footprint, agricultural surroundings, and the community's expressed desire for better internet service, staff does not anticipate that the use will tend to or actually depreciate the surrounding area.

- f. Whether the request will place an undue financial burden on the city;

The proposed tower is privately financed and constructed, with ongoing maintenance and operating costs supported by the tower owner and carriers. No new public streets, trunk utility extensions, or city capital improvements are required beyond standard permitting and inspection. As such, the request does not create an undue financial burden on the city and is aligned with the Comprehensive Plan's direction to enhance infrastructure through cost-effective partnerships.

- g. Whether the request will impair an adequate supply of light and air to adjacent property;

The tower is a narrow, open-frame structure located well away from property lines, with a small equipment compound at ground level. Because of its form and setbacks, it will not block sunlight or airflow to adjoining agricultural lands or rural residences. Staff finds that the project will not impair an adequate supply of light and air to adjacent property.

- h. Whether the request will unreasonably increase the congestion in the public right-of-way;

The proposed use generates minimal traffic: primarily occasional technician and maintenance visits via an existing gravel access route extended from 400th Street. No customer trips or daily employee traffic are anticipated. The resulting traffic increase is negligible and will not unreasonably increase congestion or create operational issues on nearby public rights-of-way.

- i. Whether the request will increase the danger of fire or endanger the public safety;

Wireless towers are required to meet applicable building, electrical, and fire code standards, including grounding and lightning protection. The fenced compound limits public access to equipment and the backup generator. With adherence to code requirements and any conditions imposed through the conditional use permit (e.g., compliance with fire code, emergency access provisions), staff finds that the request is not expected to increase the danger of fire or otherwise endanger public safety.

- j. Whether the request is consistent with the spirit and intent of this division.

The proposed tower advances the city's strategic focus on improved internet infrastructure and telecommuting while being sited and designed to limit land use conflicts and fiscal impacts. Given its role in supporting community-wide connectivity and economic development, and the limited physical impacts at the site, staff finds that the request is consistent with the spirit and intent of Chapter 66 and the city's broader planning framework.

Additional to the Findings of Fact section, the Conditional Use Permit request will also have to meet Sec 66-66 Conditions on Approval, when applicable. Responses from City Staff are provided below in **Bold**, where the request for a Communications Tower is applicable.

Sec 66-66 Conditions on Approval

1. In approving requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council may require certain conditions upon approval of the request. Such conditions for approval may include the following, when applicable:

1. The land area and setback requirements of the property containing such a use or activity shall be the minimum established for the district;

The tower and associated compound occupy a small portion of an agricultural parcel with setbacks that meet or exceed zoning standards. The structure is located approximately 90 feet from property lines, satisfying the city's required minimum tower setback distance equivalent to 50% of structure height. The remaining parcel area continues to support agricultural activity, meeting minimum district area requirements and preserving conforming land use.

2. When abutting a residential use in a residential district, the property shall be screened and landscaped in compliance with section 66-970 et seq.;

The project site does not abut a designated residential district; surrounding properties are agricultural or large-lot rural in character. As such, screening and landscaping requirements under Sec. 66-970 are not triggered.

3. Where applicable, all city, state and federal laws, regulations and ordinances shall be complied with and all necessary permits secured;

Wireless communications towers are regulated by city zoning, state building and electrical codes. The applicant will be required to obtain all necessary permits, including building and electrical prior to construction. As a condition of approval, compliance with these regulations will be enforced through the city's permitting and inspection process.

4. All signs shall be in compliance with section 66-821 et seq. and shall not adversely impact adjoining or surrounding residential uses;

Signage is expected to be limited to identification and safety required by federal and state law, placed on the compound fencing or equipment cabinets. This signage will not generate illumination or visual impacts affecting surrounding properties. No advertising signage is proposed or permitted.

5. Adequate off-street parking and loading shall be provided in accordance with section 66-848 et seq. Such parking and loading shall be screened and landscaped from abutting residential uses in compliance with section 66-970 et seq.;

The use does not generate daily traffic or parking needs. Periodic maintenance vehicles will utilize the gravel access drive and turnaround area within the compound. As no formal parking area is required and no abutting residential districts are present, screening and additional landscaping standards are not applicable.

6. The proposed water, sewer and other utilities shall be capable of accommodating the proposed use;

The tower requires electrical power and fiber connection but does not require municipal water or sewer services. Existing utilities in the vicinity have sufficient capacity to serve the project, and underground extensions will be privately funded. The project does not place demand on municipal water or sanitary systems, aligning with utility capacity expectations.

7. The street serving the use or activity is of sufficient design to accommodate the proposed use or activity, and such use or activity shall not generate such additional traffic to create a nuisance or hazard to existing traffic or to surrounding land uses;

Access is provided via 400th Street and an existing gravel drive extended to the compound. Traffic is limited to occasional maintenance visits and will not affect roadway capacity or generate nuisance-level activity. Roadway design and traffic conditions are adequate to support the intended use without causing operational concerns.

8. All access roads, driveways, parking areas, and outside storage, service, or sales areas shall be surfaced or grassed to control dust and drainage;

The project includes a gravel access drive and compound surface, which is typical for tower installations in agricultural settings. Gravel surfacing provides adequate dust control given the infrequent vehicle trips.

9. All open and outdoor storage, sales and service areas shall be screened from view from the public streets and from abutting residential uses or districts;

No outdoor storage, sales, or service areas are proposed. The fenced compound contains only essential communications equipment. Equipment cabinets and generator units are screened from public view by distance, fencing, and the rural location. No residential districts directly abut the site.

10. All lighting shall be designed as to have no direct source of light visible from adjacent residential areas or from the public streets;

No ground lighting is proposed within the compound. Light spillover to nearby properties is expected to be minimal due to distance and limited nighttime illumination.

11. The use or activity shall be properly drained to control surface water runoff;

The project limits ground disturbance to a small compound area. Standard grading and drainage controls will be required during construction to ensure runoff is directed to existing field drainage patterns and does not impact neighboring properties or roadways. Final permit review will confirm compliance with stormwater management expectations.

12. The architectural appearance and functional plan of the building and site shall not be so dissimilar to the existing buildings or area as to cause impairment in property values or constitute a blighting influence;

The communications tower structure is consistent with common rural infrastructure and is essentially built for purpose rather than beauty. No architectural style is introduced that would conflict with nearby structures of similar purpose, and the fenced compound is compact and unobtrusive. As such, the appearance does not constitute a blighting influence or impair surrounding values.

13. Where structures combine residential and nonresidential uses, such uses shall be separated and provided with individual outside access, and the uses shall not conflict in any manner.

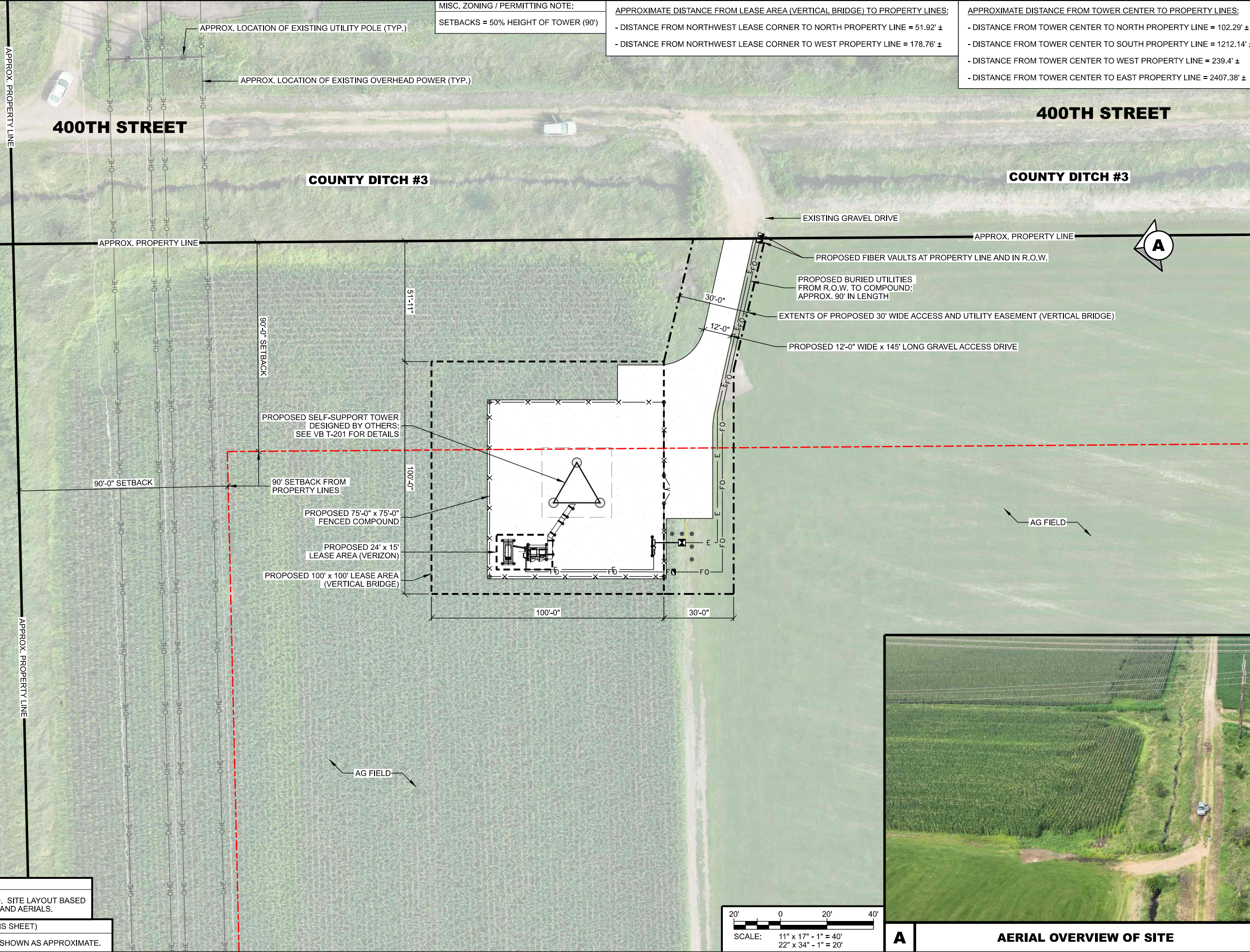
This condition is not applicable. The proposal does not include residential uses or mixed-use structures.

2. All conditions pertaining to a specific request are subject to change when the planning agency or city council, upon investigation, finds that the community safety, health, welfare and public betterment can be served as well or better by modifying the conditions.

Planning Commission Action

Motion to recommend approval/denial to City Council, for a Conditional Use Permit for a Wireless Communication Tower at PID 11.00223.00 with the following conditions of approval:

1. The applicant shall comply with all applicable city, state, and federal regulations, including but not limited to building, electrical, fire, FAA, and FCC requirements. All required permits shall be obtained prior to construction.
2. No exterior lighting shall be installed except lighting required by FAA or FCC regulations. Tower lighting shall be oriented or shielded to minimize glare and prevent direct visibility of light sources from public streets and nearby properties.
3. Signage shall be limited to safety, identification, and regulatory compliance signs as allowed under Section 66-821. No advertising signage is permitted.
4. Any future modification that increases tower height, adds additional carriers beyond permitted loading parameters, or alters site layout beyond the approved compound footprint shall require review by the City and may require an amended Conditional Use Permit.
5. All conditions of approval are subject to modification by the City if necessary to protect public safety, health, and welfare or to meet future code requirements.



MISC. ZONING / PERMITTING NOTE:
SETBACKS = 50% HEIGHT OF TOWER (90')

APPROXIMATE DISTANCE FROM LEASE AREA (VERTICAL BRIDGE) TO PROPERTY LINES:
- DISTANCE FROM NORTHWEST LEASE CORNER TO NORTH PROPERTY LINE = 51.92' ±
- DISTANCE FROM NORTHWEST LEASE CORNER TO WEST PROPERTY LINE = 178.76' ±

APPROXIMATE DISTANCE FROM TOWER CENTER TO PROPERTY LINES:
- DISTANCE FROM TOWER CENTER TO NORTH PROPERTY LINE = 102.29' ±
- DISTANCE FROM TOWER CENTER TO SOUTH PROPERTY LINE = 1212.14' ±
- DISTANCE FROM TOWER CENTER TO WEST PROPERTY LINE = 239.4' ±
- DISTANCE FROM TOWER CENTER TO EAST PROPERTY LINE = 2407.38' ±

CONSULTANT:
Edge
Consulting Engineers, Inc.
608.644.1449 VOICE
www.edgeconsult.com

TOWER OWNER:
verticalbridge
THE TOWERS, LLC

LESSEE:
verizon

ENGINEER SEAL:
PRELIMINARY - NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN SET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION OTHER THAN THE EXCEPTIONS NOTED IN THE SHEET INDEX, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SITE PLAN
CHECKERBOARD (VB #: US-MN-5410)
MIN CHECKERBOARD (VzW #: 17426244)
NORTH BRANCH, MINNESOTA

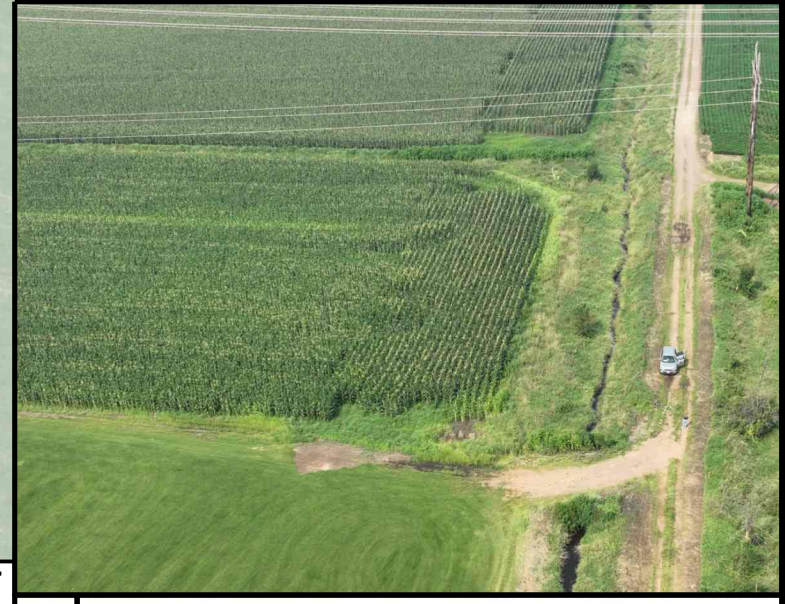
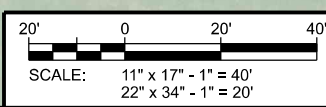
SUBMITTAL:		
INT.	DATE:	DESCRIPTION:
NAT	08/05/25	REV. A
SRC	08/08/25	REV. B

CHECKED BY:	PCM
EDGE SITE ID:	S17342
EDGE PROJ. #:	44341
SET TYPE:	LEASE EXHIBIT
SHEET NUMBER:	VB C-101

NOTE:
NO SURVEY PROVIDED. SITE LAYOUT BASED ON PHOTOS, GIS DATA AND AERIALS.

GENERAL NOTES: (THIS SHEET)

1. NORTH ARROW SHOWN AS APPROXIMATE.



A **AERIAL OVERVIEW OF SITE**

I:\Edgenas01\veathe_projects\Edge\Active_Projects\44300\44341\Design\CAD\LEIP\VB C-101.dgn



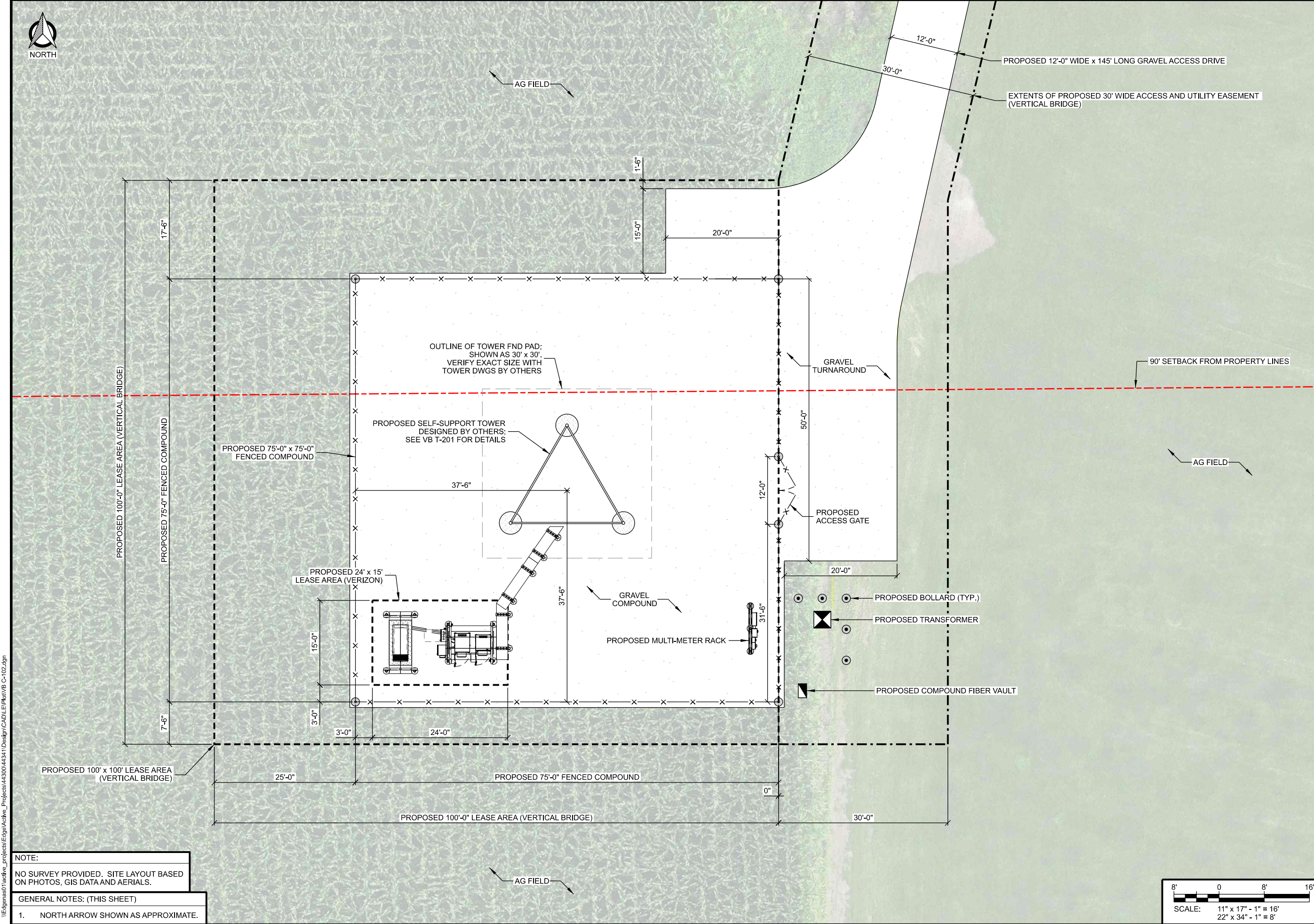
I HEREBY CERTIFY THAT THIS PLAN SET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION OTHER THAN THE EXCEPTIONS NOTED IN THE SHEET INDEX, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

ENLARGED SITE PLAN
CHECKERBOARD (VB #: US-MN-5410)
MIN CHECKERBOARD (VZW #: 17426244)
NORTH BRANCH, MINNESOTA

SUBMITTAL:

INT.	DATE	DESCRIPTION:
NAT	08/05/25	REV. A
SRC	08/08/25	REV. B

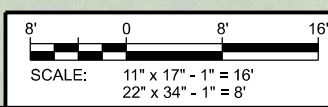
CHECKED BY	PCM
EDGE SITE ID	S17342
EDGE PROJ. #	44341
SET TYPE	LEASE EXHIBIT
SHEET NUMBER	VB C-102



NOTE:
 NO SURVEY PROVIDED. SITE LAYOUT BASED ON PHOTOS, GIS DATA AND AERIALS.

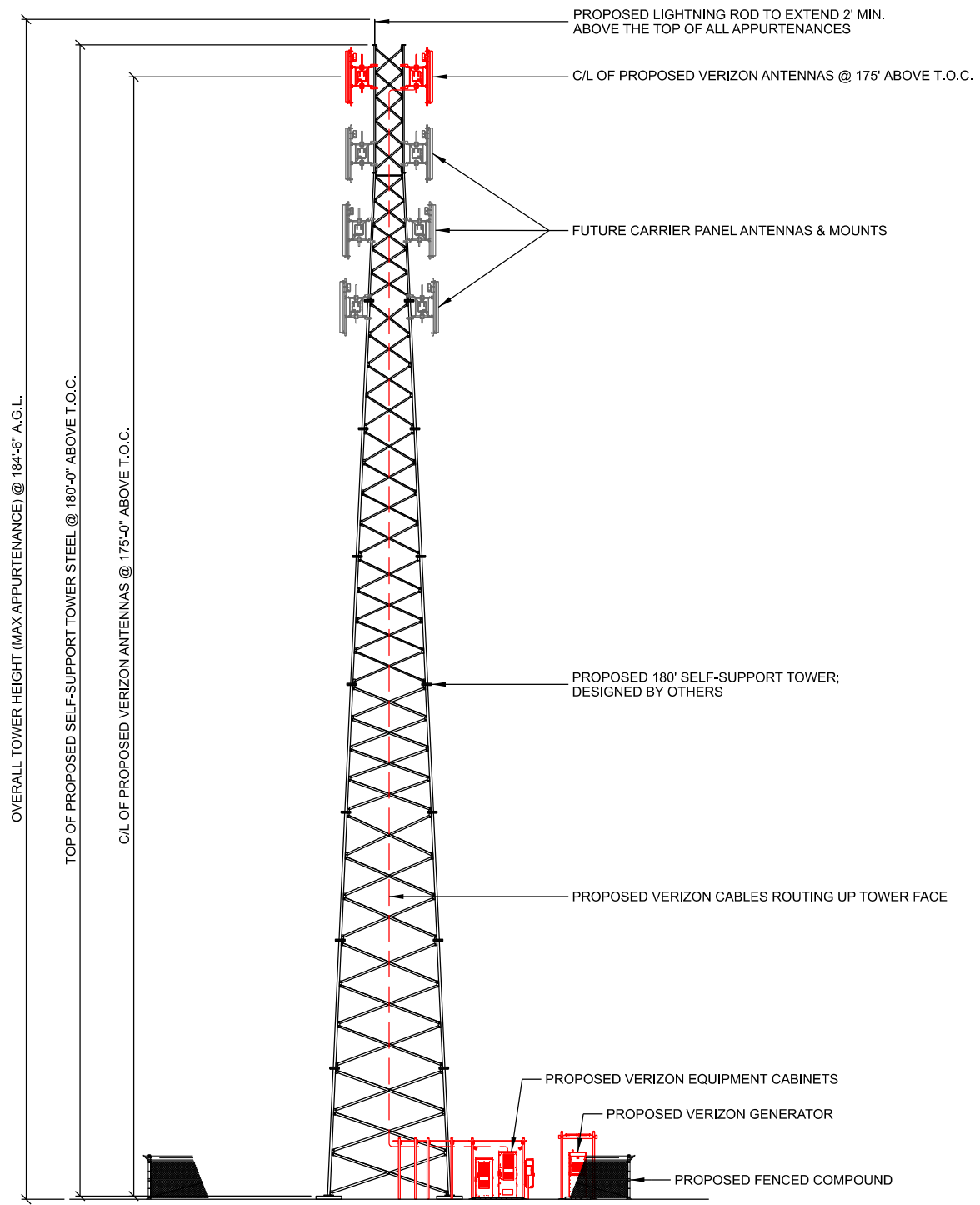
GENERAL NOTES: (THIS SHEET)

1. NORTH ARROW SHOWN AS APPROXIMATE.



I:\edgenas01\active_projects\Edge\Active_Projects\44300\44341\Design\CAD\LEI\Plot\VB C-102.dgn

\\edgenas01\active_projects\Edge\Active_Projects\44300\44341\Design\CAD\LEIP\VB T-201.dgn



A SITE ELEVATION
 SCALE: 11" x 17" - 1" = 25'-0"
 22" x 34" - 1" = 12'-6"

CONSULTANT:
Edge
 Consulting Engineers, Inc
 608.644.1449 VOICE
 www.edgeconsult.com

TOWER OWNER:
verticalbridge
 THE TOWERS, LLC

LESSEE:
verizon

ENGINEER SEAL:
PRELIMINARY - NOT FOR CONSTRUCTION

I HEREBY CERTIFY THAT THIS PLAN SET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION OTHER THAN THE EXCEPTIONS NOTED IN THE SHEET INDEX, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

TOWER ELEVATION
CHECKERBOARD (VB #: US-MN-5410)
MIN CHECKERBOARD (VZW #: 17426244)
NORTH BRANCH, MINNESOTA

SUBMITTAL:

INT.	DATE:	DESCRIPTION:
NAT	08/05/25	REV. A
SRC	08/08/25	REV. B

CHECKED BY:	PCM
EDGE SITE ID	S17342
EDGE PROJ. #	44341
SET TYPE	LEASE EXHIBIT
SHEET NUMBER	VB T-201



Prepared By: Dan Meyer, Police Chief

Presenter: Dan Meyer, Police Chief

Date: 01/13/2026

Board & Commission: City Council

Subject: 2025 Police Department Activity Report

Our police department provides 24/7 police coverage and currently consists of 15 sworn officers, including the police chief, two patrol sergeants, one investigator, one school resource officer, and ten patrol officers. In addition to our sworn staff, we have an office manager and an administrative assistant, along with four volunteer police reserve officers.

Attached is an incident summary list of our police activity for the past six years. During 2025, the police department handled a total of 16,030 incidents/calls for service. Our department issued 538 citations and made 162 arrests during the calendar year. Our police reserve unit also volunteered 911 hours last year, helping out at our community events and assisting our sworn staff on calls such as medicals, public assists, vehicle lockouts, motor vehicle crashes, and prisoner transports.

We continue to expand and build upon our community engagement initiatives. We were involved with several community events during 2025, which included:

- North Branch High School Career Fair (May)
- North Branch Area Schools Vehicle Fair (May)
- North Branch American Legion Annual Midsummer Days Celebration (June)
- Bike MS: MS150 MN 2025 (June)
- Annual "Walk and Roll to School" Events (May and October)
- Law Enforcement Special Olympics Torch Run (June)
- Coffee/Cone/Cocoa with a Cop Events (July and December)
- Night to Unite (August)
- North Branch Area Chamber's Fall Harvest Festival (September)
- NBHS Homecoming Parade and Events (September)
- Special Olympics Truck Convoy (October)
- Chisago County Operation Community Connect (October)
- North Branch Arts Fest 2025 (November)

- McDonald's McHero Night (November)
- Annual "Stuff the Squad" Event at County Market (November)
- Public Safety Parade and Christmas Tree Lighting Ceremony (December)

Voting Requirements:

N/A - Info Only

North Branch Police Department

Incident Summary List

6408 Elm St | North Branch, MN 55056 | Phone: (651) 674-8848

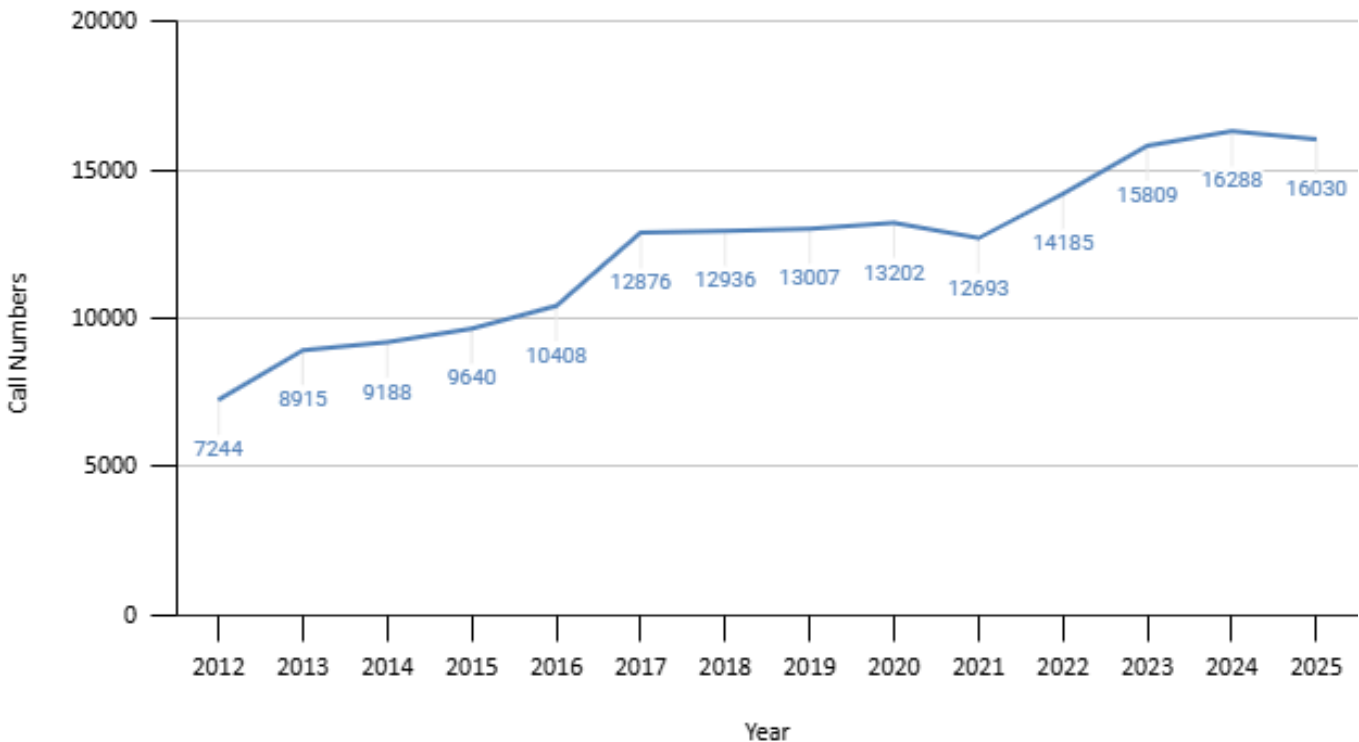
**** For official use only ****

	2020	2021	2022	2023	2024	2025
911 Text, Hangup, or Open Line	153	190	186	349	231	216
Abandoned Vehicle	27	21	23	9	23	9
Adult Protection/Neglect/Missing Person	58	69	88	85	122	74
Alarms	300	249	278	275	298	281
All Pedestrian Complaints	22	26	12	25	34	23
Animal Complaints	162	175	153	161	242	195
Assaults	37	51	42	62	43	23
Assist Other Agency	219	214	239	292	316	275
Attempt to Locate	17	14	24	10	17	16
ATV Permits	0	0	88	69	66	95
Backgrounds/Fingerprints	53	64	55	49	43	7
Burglary	32	21	22	12	11	17
Burning Complaint	30	19	16	30	25	31
Check the Welfare	196	220	266	238	226	245
Check the area, Business, Park, Residence	3240	2841	4336	5414	5646	5868
Child Dispute/Visitation	40	22	47	39	43	36
Child Protection/Neglect	217	179	210	210	205	207
Civil Complaint	54	62	72	55	44	78
Community Policing/Events	131	100	168	181	197	194
Crashes/Motor Vehicle Accidents	239	249	233	195	256	220
Criminal Damage to Property/Vandalism	81	92	75	58	61	48
Criminal Sexual Conduct	20	29	17	20	21	25
Death of Person	8	11	17	12	15	14
Deliver Emergency Message/Notification	4	9	2	5	7	1
Detail/Activities	92	69	102	89	95	98
Disorderly Conduct/Disturbance/Disputes	230	237	265	261	256	230
Dogbites	12	22	11	14	16	23
Dog Licenses	109	61	61	72	53	65
Domestic Disturbance/Domestic Assaults	146	156	136	137	136	162
Driving Complaint	376	321	266	240	248	254
Drug Activity	45	54	47	32	28	22
Dumping/Littering Complaint	31	16	17	30	10	23
Executive Order Violations	45	6	0	0	0	0
Extra Patrol/Radar Trailer	526	505	361	217	216	469
Financial Fraud-Check/Credit Card	63	85	59	65	84	67
Fire Call	34	38	39	44	48	36

Fireworks Complaint	53	36	30	17	24	12
Found Property	89	70	59	62	52	60
Funeral Escort	12	12	14	10	10	9
Golf Cart Permits	0	0	0	0	5	7
Gun Complaint/Shots Fired	38	17	14	19	10	9
Gun Permit	266	170	159	154	137	102
Harassment	69	77	69	79	84	71
HAZMAT Spill or Release	1	6	1	3	5	5
Homicide	0	0	0	0	0	0
Hunting/Fishing/Trapping Complaints	9	7	6	5	6	9
Informational ICR	114	108	102	121	100	98
Internal Affairs/Officer Complaints	0	0	1	4	3	7
Intoxicated Driver	38	44	30	36	32	25
Intoxicated person	27	31	16	20	19	21
Juvenile-Alcohol, Tobacco, Party, Etc.	95	53	84	98	97	81
Juvenile-Missing Person	36	35	40	25	16	18
Lift Assist	55	82	103	76	91	89
Lost Property	16	15	15	11	10	16
Mail Tampering	30	6	13	10	4	3
Medical Call	721	782	887	804	959	1034
MI/Psych Issue	48	75	59	45	67	88
Miscellaneous/Other	253	215	183	163	156	225
Motorist Assist	85	93	62	71	75	76
Natural Gas/Propane Leak	25	22	19	16	26	30
Noise Complaint	43	68	71	101	141	85
OFP/HRO Service/Violations	38	36	35	46	29	42
Open Door/Window	6	22	15	5	11	13
Ordinance Violation/Peddler Complaint	10	9	10	15	9	6
Parking Complaint	114	178	240	192	132	157
Phone Fraud	4	5	4	3	4	1
Predatory Offender Reg	32	12	15	20	34	32
Probation Check/PBT	23	10	25	11	7	11
Public Assist	197	265	306	357	350	344
Pursuit-Vehicle	9	10	7	8	7	5
Recovered property/vehicles	9	10	6	2	3	5
Road Hazard	75	48	54	45	75	83
Robbery	2	1	4	2	1	0
School Related Complaints/Duties (SRO)	57	68	61	23	9	83
Squad Checks	790	1035	966	961	989	839
Stop arm Violation	14	15	18	15	3	6
Suicidal Person	90	79	63	40	48	69
Suicide	2	2	2	4	1	1
Suspicious Activity, Person, Vehicle	618	575	480	526	455	388

Theft	192	151	150	126	90	77
Theft-attempted	5	7	5	6	1	3
Theft-from Vehicle	24	40	28	19	4	10
Theft-of Gas	82	65	124	89	0	1
Theft-of Identity	4	9	10	17	11	5
Theft-of Vehicle	30	26	26	18	16	17
Threats	53	65	58	59	56	68
Traffic Stop	1317	1186	1197	1989	2172	1678
Trespass Complaint	29	53	49	51	42	38
Vehicle Off Road	86	82	45	31	38	52
Vehicle Repo	15	22	9	14	24	24
Walkaway from Facility	20	14	17	16	35	23
Warrant Arrest, Info, Attempt, Probation	83	72	86	93	121	122
Total	13202	12693	14185	15809	16288	16030

Police Calls and Activity 2012 - 2025





NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Ryan Saltis, City Planner, Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/14/2026

Board & Commission: City Council

Subject: Consider Resolution R-284-2026 approving a variance from minimum lot depths for Lots 5-7, Block 2, Fairway Field

Requested Action

Motion to recommend approval of Resolution R-284-2026 approving a variance from minimum lot depths for lots 5-7, Block 2 Fairway Field, with the included conditions of approval.

Overview / Background

Larry Beach Construction, Inc. (Applicant) has submitted a request for a Variance and preliminary plat approval for a new residential subdivision known as Fairway Field, located generally at the intersection of 412th Street and Flink Avenue. The Subject Property is currently undeveloped and is guided and zoned for Rural-Residential.

The Preliminary Plat proposes the creation of 13 residential lots (each exceeding 1 acre in lot size), new public streets, stormwater facilities, and associated utilities. Access to the subdivision is provided via 412th Street with two new internal public roadways, including Fairfax Lane and Fairway Court, as shown on the Preliminary Plat and Site Plans.

The applicant has applied for a variance from required minimum lot depths for lots 5-7 within Block 2 of the plat due to irregularity in lot dimensions/shapes, road configurations and elevations of the site.

The applicant has submitted a complete application, including preliminary plat drawings, grading and erosion control plans, utility plans, landscaping, and tree preservation. Final Plat approval is subject to City Council action and completion of all required conditions.

The Planning Commission held a public hearing on Tuesday January 6, 2026 and received general comments regarding access, lot size, density and groundwater impacts. The Planning Commission recommended approval (4-0) of the variance for a reduction in minimum lot depths

for the Fairway Field development with the following conditions.

- 1. The minimum lot depths for Block 2, Lots 5, 6, and 7 must be at least 200 feet.

Attached is the full staff report including images of the proposed variance requests.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-284-2026

A RESOLUTION APPROVING THE REQUEST FOR A VARIANCE FROM CITY CODE SECTION 66-210 DESIGN STANDARDS FOR REDUCED MINIMUM LOT DEPTHS FOR LOTS 5, 6, AND 7 OF BLOCK 2 OF THE FAIRWAY FIELD DEVELOPMENT

WHEREAS, the City of North Branch has received an application from Larry Beach Construction, Inc. requesting a variance from minimum lot depth requirements for a proposed residential subdivision known as Fairway Field, located at PID 11.00071.00; and

WHEREAS, the subject property is guided LURR – Land Use Rural Residential under the City of North Branch Comprehensive Plan and zoned RR - Rural Residential; and

WHEREAS, City Code requires a minimum lot depth of 300 feet within the RR – Rural Residential zoning district; and

WHEREAS, the applicant has requested a variance to reduce the minimum lot depth to a minimum of 200 feet for Lots 5, 6, and 7 of Block 2; and

WHEREAS, the Planning Commission recommended approval of the variance based on findings that practical difficulties exist due to unique site conditions, roadway configuration, and subdivision design requirements; and

WHEREAS, the City Council has reviewed the application and Planning Commission staff report, and has considered the findings of the Planning Commission and the evidence presented at the public hearing on January 6, 2026;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA;

That the application request for the purpose of allowing a Variance from City Code Section 66-210 Design Standards for reduced minimum lot depths for lots 5, 6, and 7, of Block 2 of the Fairway Field development is hereby **APPROVED** based upon the following findings:

1. The variance is in harmony with the general purposes and intent of the zoning ordinance and is consistent with the City of North Branch Comprehensive Plan.
2. Practical difficulties exist due to unique circumstances of the property including roadway alignment, right-of-way requirements, and subdivision design standards not created by the applicant.
3. The variance allows reasonable use of the property while maintaining lot sizes exceeding 1-acre and does not alter the essential character of the surrounding residential area.
4. Granting the variance will not endanger public health or safety, create traffic hazards, or place an undue financial burden on the City.
5. The minimum lot depths for Block 2, Lots 5, 6, and 7 shall be no less than 200 feet.

Passed by the City Council of North Branch, Minnesota this 27th day of January, 2026.

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk

Recommended Planning Commission Action

Motion to recommend approval to the City Council, approving the Preliminary Plat and Variance request for Fairway Field, with the conditions of approval listed in this report.

Overview / Background

Larry Beach Construction, Inc. (Applicant) has submitted a request for Preliminary Plat and Variance approval for a new residential subdivision known as Fairway Field, located generally at the intersection of 412th Street and Flink Avenue. The Subject Property is currently undeveloped and is guided and zoned for Rural-Residential.

The Preliminary Plat proposes the creation of 13 residential lots (each exceeding 1 acre in lot size), new public streets, stormwater facilities, and associated utilities. Access to the subdivision is provided via 412th Street with two new internal public roadways, including Fairfax Lane and Fairway Court, as shown on the Preliminary Plat and Site Plans.

The applicant has also applied for a variance from required lot depths for lots within Block 2 of the plat.

The applicant has submitted a complete application, including preliminary plat drawings, grading and erosion control plans, utility plans, landscaping, and tree preservation. Final Plat approval is subject to City Council action and completion of all required conditions.

Issue(s) to Consider

1. Land Use and Zoning
2. Proposed Preliminary Plat
3. Plat Standards and Variance
4. Engineering - Public Streets, Utilities and Stormwater
5. Landscaping and Tree Preservation

Analysis of Issue(s)

1. Land Use & Zoning

The Subject Property is guided **LURR**, per the Comprehensive Plan, and zoned **RR – Rural Residential**.

The Subject Property is guided for low-density residential development under the City's Comprehensive Plan and is zoned consistent with the proposed single-family residential subdivision. The proposed subdivision layout, density, and lot configuration are consistent with the Comprehensive Plan and zoning district requirements.

Land Use and Zoning standards are satisfied.

2. Proposed Preliminary Plat

The Preliminary Plat for Fairway Field proposes to develop the 19.25 acre parcel into a residential subdivision pattern with 13 buildable lots arranged along the two proposed public streets. The plat includes internal circulation via Fairfax Lane and Fairway Court, with direct access to 412th Street. By exclusively providing access from 412th Street, this will ensure safety of vehicle traffic along Flink Avenue and better fits with the city's transportation plan to limit driveway and road access from Major Collector designated roadways.

Fairfax Lane is proposed to extend north from 412th Street and create a temporary cul-de-sac at the end to accommodate vehicle turn around radiuses. Fairway Court also extends north from 412th Street, aligning this proposed roadway directly with Nottingham Rd to the south.

Lots 1-4 of Block 1 and Lots 1-3 of Block 2 will be accessible by Fairfax Lane while lots 4-9 of Block 2 are accessible from Fairway Court.

Drainage and Utility easements are labeled and shown along each lot perimeter.

3. Plat Standards and Variance

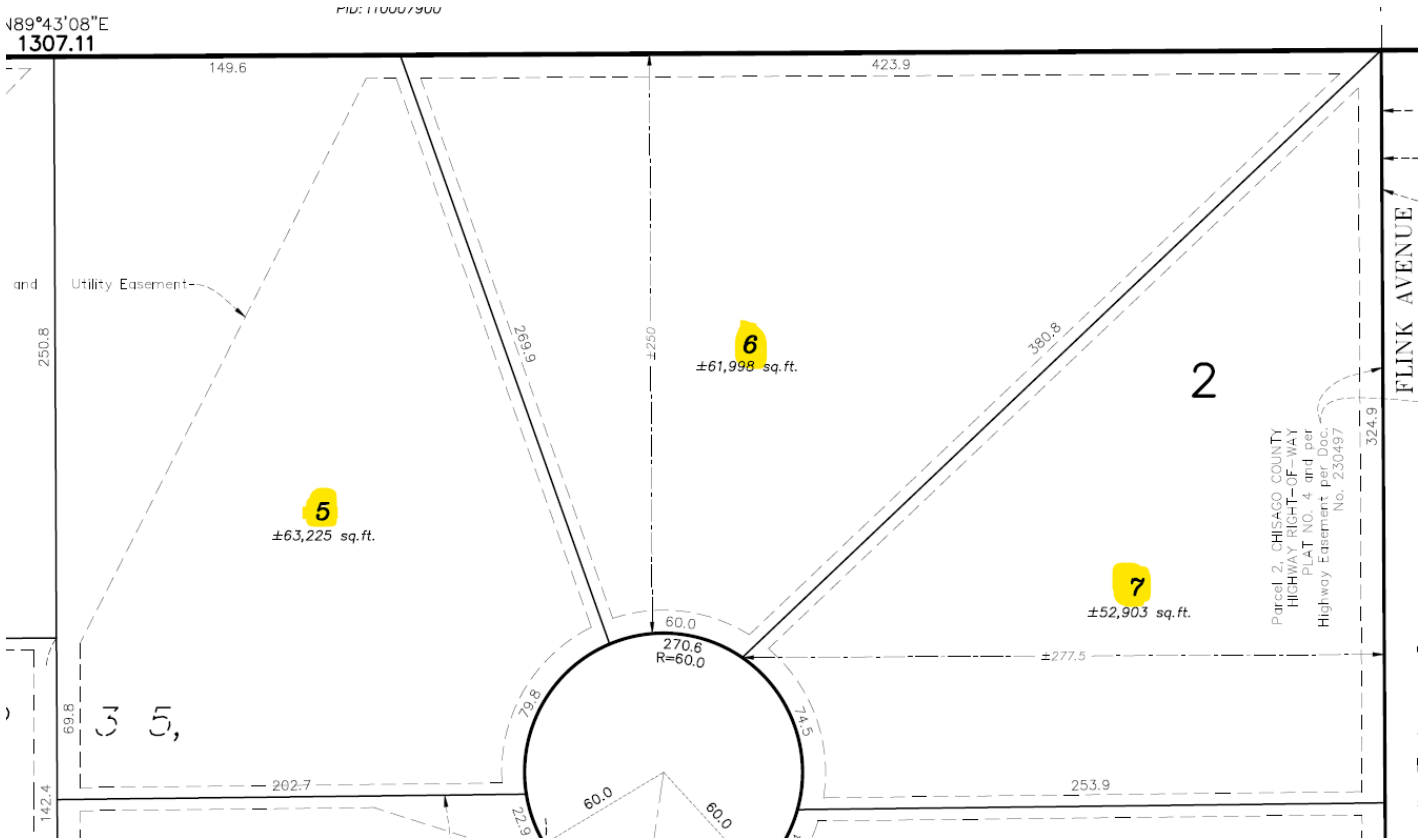
Lots created by plat are required to meet minimum lot area, width, and depth requirements as established by City Code for the applicable zoning district. The lots created through this platting process are required to meet the following:

Type	Lot Standards		
	Area (sf)	Width	Depth
RR – Rural Residential	1 acre buildable	110'	300'

After review of each individual lot in the preliminary plat, it was found that the minimum required lot depths would not be met for lots 5, 6, and 7 of Block 2. The applicant has applied for a variance to reduce the minimum lot depth requirement from 300 feet to 200 feet. The reasons for the reduced lot depths are due to the irregularity in lot dimensions/shapes, road configurations and elevations of the site.

Type	Area (sf)	Lot Standards	
		Minimum Depth	Depth (Proposed)
Lot 5, Block 2	63,225	300'	202'
Lot 6, Block 2	61,998	300'	250'
Lot 7, Block 2	52,903	300	277'

These lots are shown below:



All other lots meet the minimums for the RR, Rural Residential Zoning District.

In considering all requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council shall make a finding of fact. Its judgment shall be based upon, but not limited to the following factors:

1. Relationship to the city's comprehensive plan;
2. The geographical area involved;
3. The character of the surrounding area;
4. The availability and design capacities of existing or proposed utilities;
5. Whether such a request will tend to or actually depreciate the surrounding area;
6. Whether the request will place an undue financial burden on the city;
7. Whether the request will impair an adequate supply of light and air to adjacent property;
8. Whether the request will unreasonably increase the congestion in the public right-of-way;
9. Whether the request will increase the danger of fire or endanger the public safety;
10. Whether the request is consistent with the spirit and intent of this division.

Sec 66-65 Conditions On Approval

(a) The planning commission and the city council may not permit as a variance any use that is not permitted under this division for property in the zone where the affected person's land is located. A variance is a modification or variation of the provisions of this zoning code as applied to a specific piece of property. Variances shall only be permitted:

- 1) When they are in harmony with the general purposes and intent of the ordinance; and
- 2) When the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying

with the zoning ordinance.

"Practical difficulties," as used in connection with the granting of a variance, means that:

- a. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
- b. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- c. The variance, if granted, will not alter the essential character of the locality.

Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

City staff agrees that the reduction of lot depths was in part due to other city regulations and imperative design decisions such as the placement of Fairway Court and road sizes/ROW requirements. Due to the size of these lots (1 acre +), eliminating driveway/internal road access from Flink Ave, as well as the placement of future houses on the intended lots, staff would support the decision to grant a reduction in lot depths in this scenario.

4. Engineering – Public Streets, Utilities and Stormwater

The Preliminary Plat proposes new public streets designed to City of North Branch standards, including pavement width, right-of-way dedication, and cul-de-sacs. All streets will be dedicated to the City upon Final Plat approval.

Lots will be served by private well and septic as the parcel boundary is located outside of the city's designated Urban Service Area. Stormwater management is addressed through on-site drainage and utility easements. All public improvements are subject to review and approval by the City Engineer and will require a Development Agreement. The Engineering report for this project is attached to this report.

The developer of the site is expected to enter into a Development Agreement with the City to meet these standards and specifications for the new Right-Of-Way.

5. Landscaping and Tree Preservation

The Applicant has submitted a Preliminary Landscape Plan, Tree Preservation Plan, and Livability Plan as required by City Code. These plans illustrate boulevard trees, buffer plantings, stormwater vegetation, and preservation of existing tree stands where feasible. Landscaping plans show 12 new White Pine trees proposed along Flink Ave as well as 7 Balsam Firs and 12 Black Hills Spruce planted parallel to 412th Street for coniferous buffering. Deciduous trees are proposed for each lot and will meet the city's landscaping requirements for at minimum one tree per lot.

There will be extensive areas of tree removal for this development. The removal plan illustrates 5.26 Acres of total tree area removed while leaving 2.59 Acres of total tree area saved. Tree removal areas are in spaces designated for building pads, driveways, right-of-way and well/septic areas. Trees will be preserved around perimeters of Falcon Ave, Flink Ave, and properties to the north of the development.

Staff Recommendation

City staff recommends approval of the Preliminary Plat and Variance request for Fairway Field with conditions as stated.

Recommended Planning Commission Action

Motion to recommend approval to City Council, approving the Preliminary Plat for Fairway Field, with the following conditions:

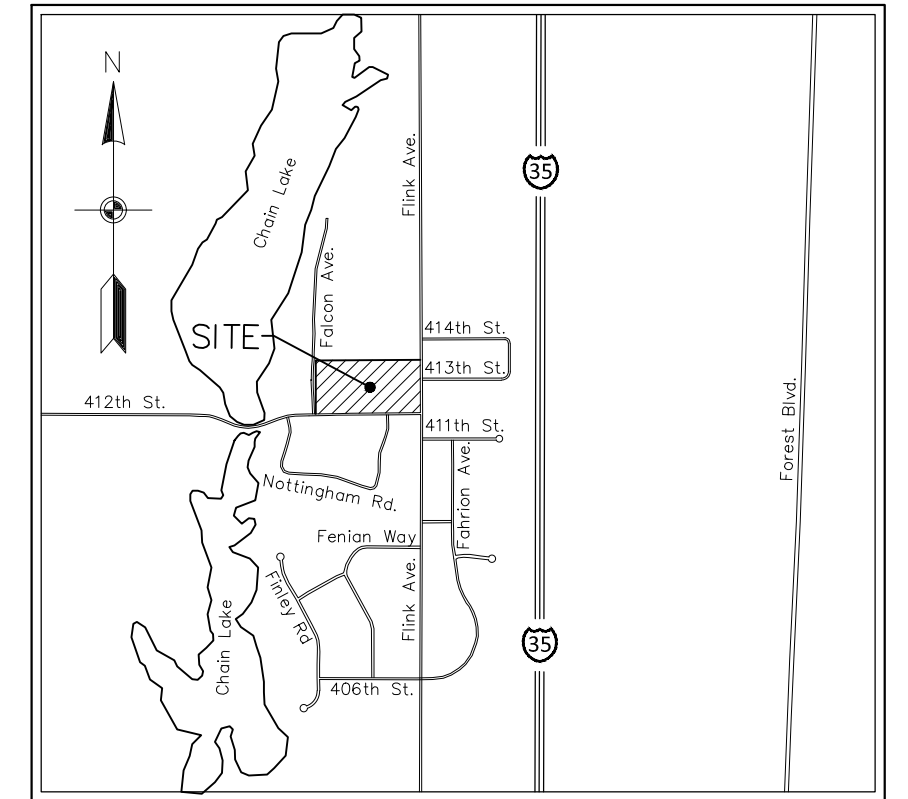
1. The Applicant shall address and comply with the City Engineers memo dated December 2, 2025.
2. All public improvements shall be constructed in accordance with City of North Branch standards.
3. A Development Agreement shall be executed prior to Final Plat approval.

Motion to recommend approval to City Council, approving the Variance to reduce lot depths for Fairway Field, with the following conditions:

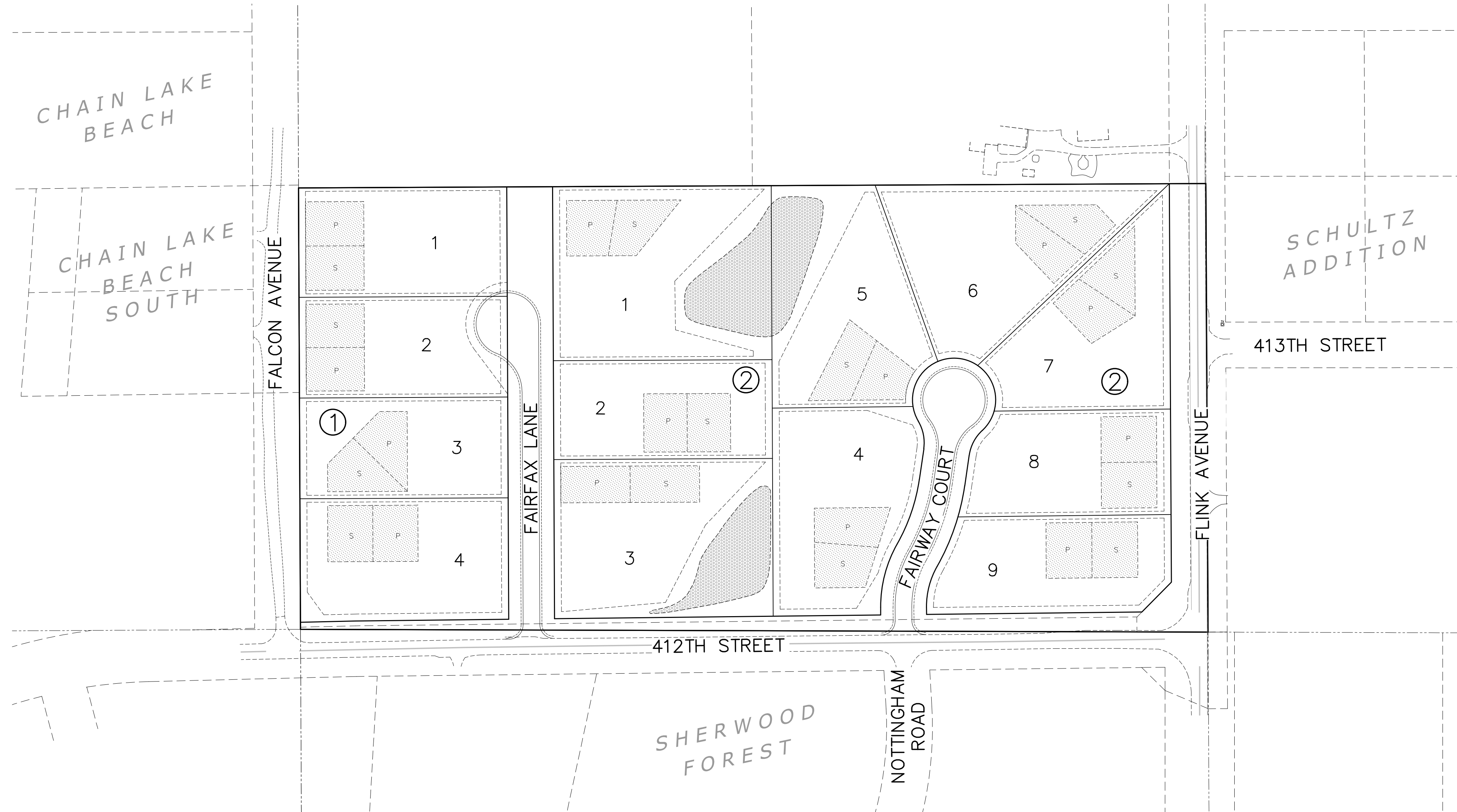
1. The minimum lot depths for Block 2, Lots 5, 6, and 7 must be at least 200 feet.

FAIRWAY FIELD

NORTH BRANCH, MINNESOTA

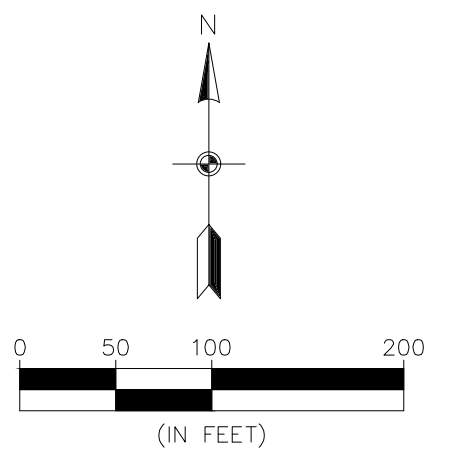


VICINITY MAP
NOT TO SCALE



SHEET INDEX

- 1. COVER
- 2. EXISTING CONDITIONS
- 3. PRELIMINARY SITE
- 4. PRELIMINARY SITE & UTILITY PLAN
- 5. PRELIMINARY GRADING & EROSION CONTROL PLAN
- 6-7. DETAILS
- B1-B2. LIVABILITY PLAN
- L1-L2. LANDSCAPE PLAN
- T1. TREE PRESERVATION PLAN



BENCHMARKS

- 1. Minnesota Department of Transportation
GSID Station #85673 (Name: 1380 BA)
Elev.= 918.62 ft. (NAVD88)
- 2. Minnesota Department of Transportation
GSID Station #85674 (Name: 1380 BB)
Elev.= 915.44 ft. (NAVD88)

CALL BEFORE YOU DIG

811
Know what's below.
Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of CI/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

CARLSON ENGINEERING
ENGINEERING SURVEYING PLANNING
3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811
Drawn: CRM
Designed: ADB
Date: 11/17/25

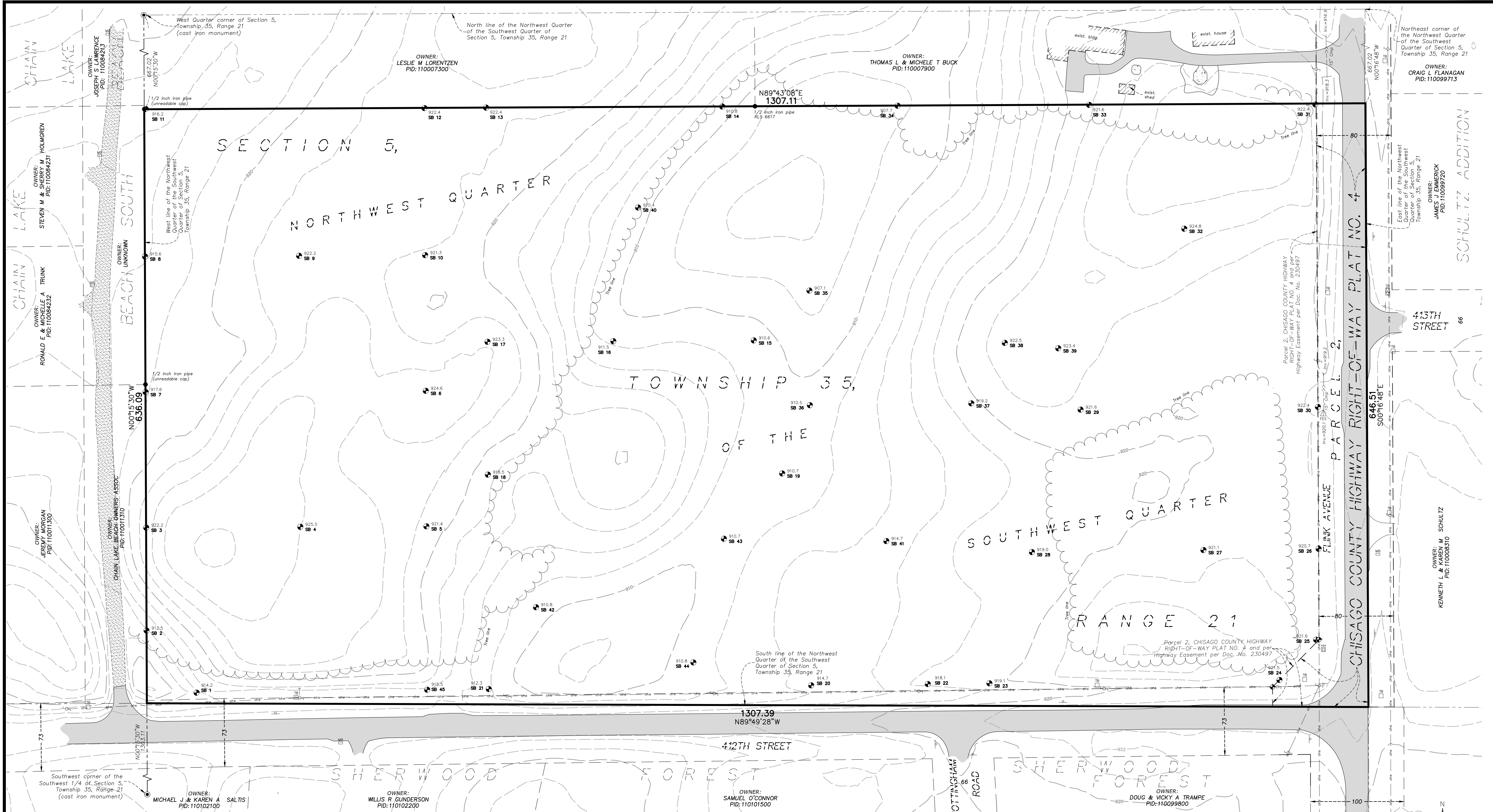
Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

COVER

1 of 7



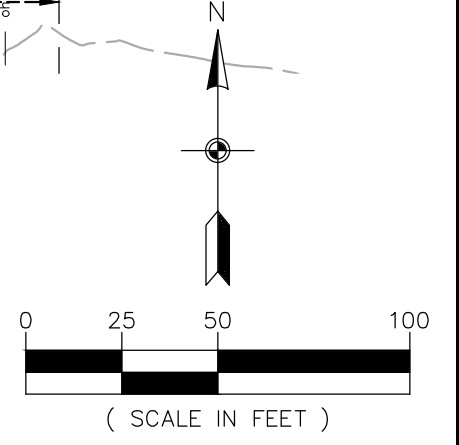
PARCEL DESCRIPTION:
 (Per Schedule A of Title Commitment File No. 717468, with a commitment date of July 23, 2025 at 7:00 A.M., prepared by Land Title, Inc. as issuing agent for Old Republic National Title Insurance Company)
 All that part of the Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4), Section Five (5), Township Thirty-five (35), Range Twenty-one (21), lying South of a line 667 feet (667.02 feet measured along the east and west 40 lines) South of, parallel to and measured at right angles from the north line of said NW1/4 of SW1/4, Chisago County, Minnesota.
 (abstract property)

GENERAL NOTES:
 1) Bearings shown hereon are based on the South line of the Northwest Quarter of the Southwest Quarter, which is assumed to bear N89°49'28"W.
 2) Above ground utilities have been field located as shown. All underground locations shown hereon are APPROXIMATE. Prior to any excavations or digging, contact Gopher State One Call for an on-site location (651-454-0002).
 3) Surveyed property contains ±19.25 acres.

- LEGEND**
- - Denotes Chisago County Section Monument, as noted
 - - Denotes Found Iron Monument, as noted
 - ⊕ - Denotes Found Chisago Right of Way Monument with aluminum Cap
 - ⊕ - Denotes Miscellaneous Sign
 - - Denotes Guy Wire
 - ⊕ - Denotes Utility Pole
 - ⊕ - Denotes Mail Box
 - ⊕ - Denotes Flared End Section
 - ⊕ - Denotes Telephone Box
 - ⊕ - Denotes Television Box
 - ⊕ - Denotes Hand Hole
 - ⊕ - Denotes Soil Boring/Test Hole
 - ⊕ - Denotes Overhead Utility Line(s)
 - ⊕ - Denotes Storm Sewer
 - ⊕ - Denotes Gravel Surface
 - ⊕ - Denotes Concrete Surface
 - ⊕ - Denotes Bituminous Surface
 - ⊕ - Denotes Existing 2 Ft. Contour

BENCHMARKS

- Minnesota Department of Transportation
 GSD Station #85673 (Name: 1380 BA)
 Elev. = 918.62 ft. (NAVD88)
- Minnesota Department of Transportation
 GSD Station #5674 (Name: 1380 BB)
 Elev. = 915.44 ft. (NAVD88)



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 BLAINE, MN 55449
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 CARLSON-ENGINEERING.COM

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
 Print Name: Thomas R. Balluff, L.S.
 Signature: *Thomas R. Balluff*
 Date: 11/17/25 License #: 40361

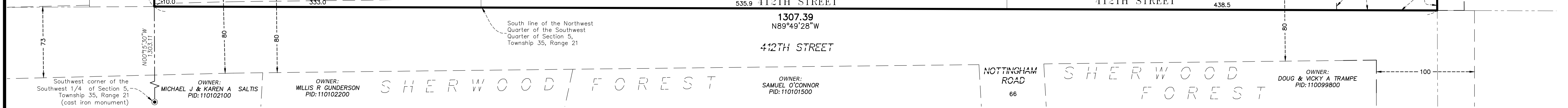
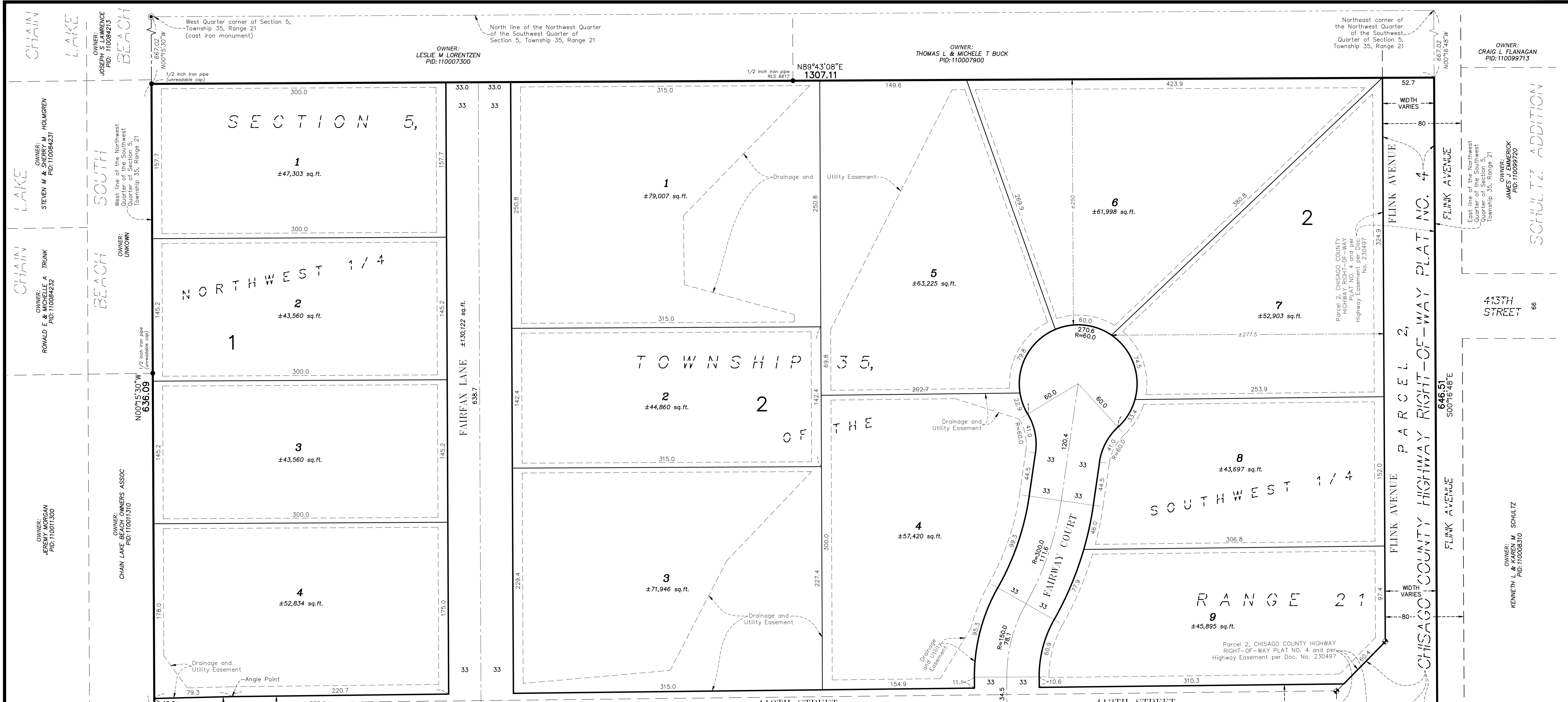
DRAWN BY: NJS
 ISSUE DATE: 11/17/25
 FILE NO.: 2931

Revisions:
 LARRY BEACH CONSTRUCTION, INC.
 4731 - 400th Street N.
 North Branch, Minnesota 55056

FAIRWAY FIELD
 North Branch, Minnesota

EXISTING CONDITIONS

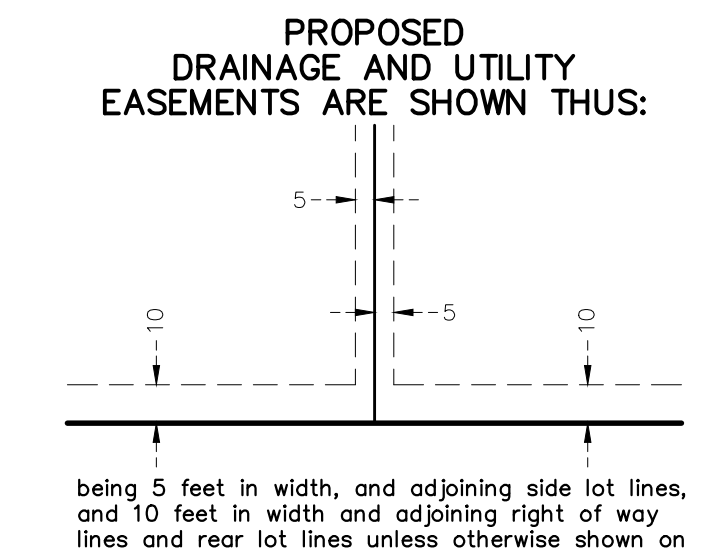
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PARCEL DESCRIPTION:
 (Per Schedule A of Title Commitment File No. 717468, with a commitment date of July 23, 2025 at 7:00 A.M., prepared by Land Title, Inc. as issuing agent for Old Republic National Title Insurance Company)
 All that part of the Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4), Section Five (5), Township Thirty-five (35), Range Twenty-one (21), lying South of a line 667 feet (667.02 feet measured along the east and west 40 lines) South of, parallel to and measured at right angles from the north line of said NW1/4 of SW 1/4, Chisago County, Minnesota.
 (abstract property)
GENERAL NOTES:
 1) Bearings shown hereon are based on the South line of the Northwest Quarter of the Southwest Quarter, which is assumed to bear N89°49'28"W.

SITE DATA

TOTAL SITE AREA	±19.25 AC.	UTILITIES	SEPTIC/WELL
TOTAL ROW AREA	±2.99 AC.		
TOTAL LOT AREA	±16.26 AC.	MINIMUM RESIDENTIAL SETBACK DATA:	
SMALLEST LOT	±43,560 S.F.	FRONT	40 FT.
LARGEST LOT	±79,007 S.F.	SIDE	10 FT.
AVERAGE LOT	±54,478 S.F.	REAR SETBACK	30 FT.
TOTAL NUMBER OF LOTS	13	412TH STREET	50 FT.
		FLINK AVE	50 FT.
GROSS DENSITY	0.68 LOTS/AC.	MIN. BUILDABLE (WITHIN USA)	1.0 AC.
EXISTING ZONING	RR/SL	MIN. LOT WIDTH (AT SETBACK)	110 FT.

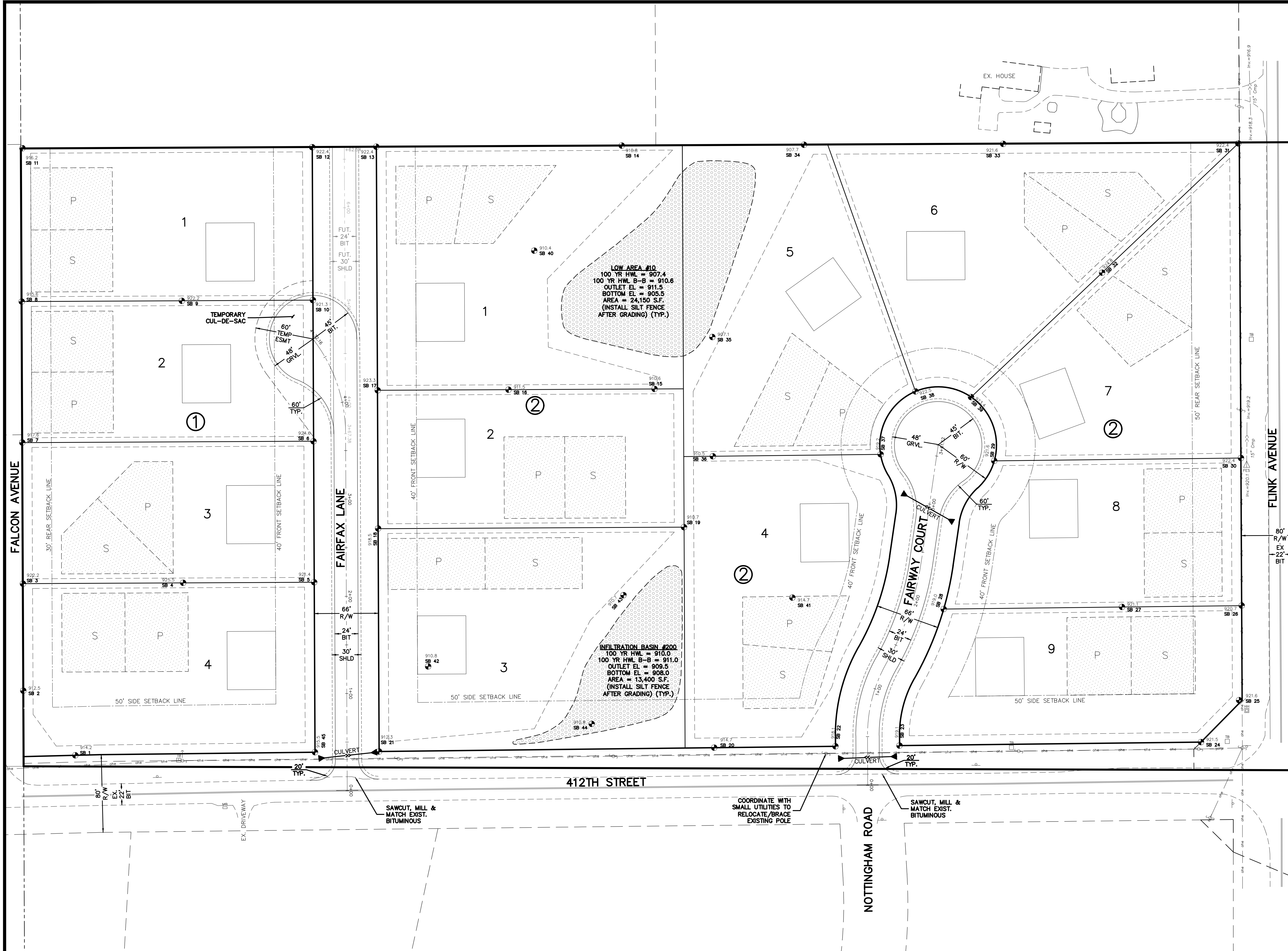


LEGEND

- - Denotes Chisago County Section Monument, as noted
- ⊕ - Denotes Found Iron Monument, as noted
- - - - - Denotes Found Chisago Right of Way Monument with aluminum Cap

(SCALE IN FEET)

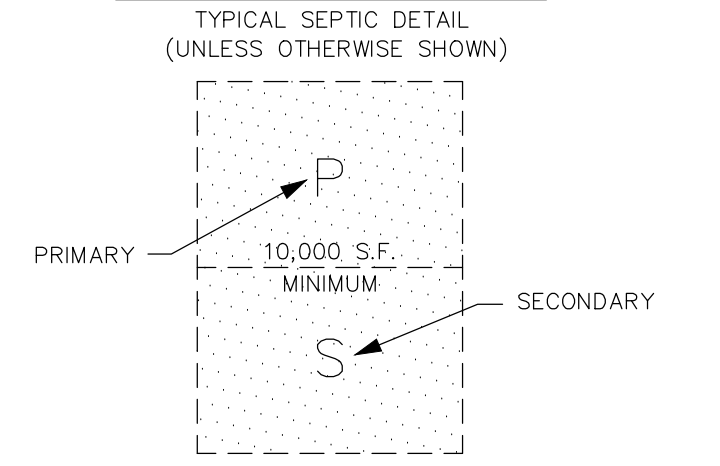
<p>CARLSON ENGINEERING ENGINEERING SURVEYING PLANNING 3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSON-ENGINEERING.COM</p>	<p>I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota</p>	Print Name: Thomas R. Balluff, L.S. Signature: <i>Thomas R. Balluff</i> Date: 11/17/25 License #: 40361	DRAWN BY: NJS ISSUE DATE: 11/17/25 FILE NO.: 2931	Revisions:	LARRY BEACH CONSTRUCTION, INC. 4731 - 400th Street N. North Branch, Minnesota 55056	FAIRWAY FIELD North Branch, Minnesota	PRELIMINARY PLAT	3 of 7
		<p>Save Date: 11/18/25 F:\jobs\11401-11410\11408 - 412th & Flink, north branch\cad\3d\survey\preplat\11408_preplat.dwg</p>						



SITE PLAN LEGEND

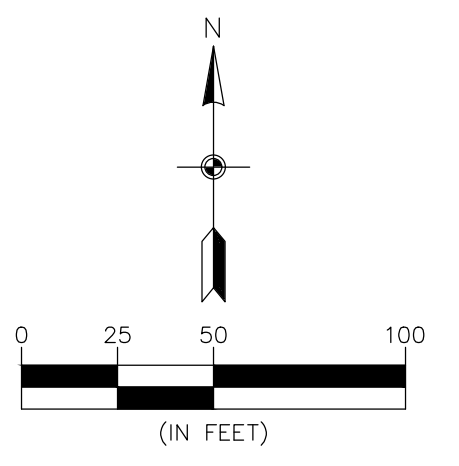
EXISTING	PROPOSED
LIGHT POLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
TELEVISION BOX	
ELECTRIC BOX	
GAS METER	
CATCH BASIN	
ELECTRIC METER	
MAIL BOX	
TELEPHONE BOX	
UTILITY POLE	
FLARED END SECTION	
STORM MANHOLE	
SOIL BORING/TEST HOLE	
PROPERTY LINE	
EASEMENT LINE	
SETBACK LINE	
WETLAND	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND FIBER OPTIC	
UNDERGROUND GAS	
OVERHEAD ELECTRIC	
STORM SEWER	
EXISTING FENCE AS NOTED	
BITUMINOUS SURFACE	
GRAVEL SURFACE	

SEPTIC DETAIL



NOTE: PROPOSED SEPTIC SITE CORNERS TO BE MARKED WITH STEEL FENCE POSTS & RIBBONED OFF PRIOR TO CONSTRUCTION

GENERAL NOTES:
1. A MINIMUM 15" CMP CULVERT WILL BE REQUIRED FOR ALL DRIVEWAYS THAT HAVE A SWALE DRAINING ACROSS IT.



BENCHMARKS

- Minnesota Department of Transportation
GSID Station #85673 (Name: 1380 BA)
Elev. = 918.62 ft. (NAVD88)
- Minnesota Department of Transportation
GSID Station #85674 (Name: 1380 BB)
Elev. = 915.44 ft. (NAVD88)

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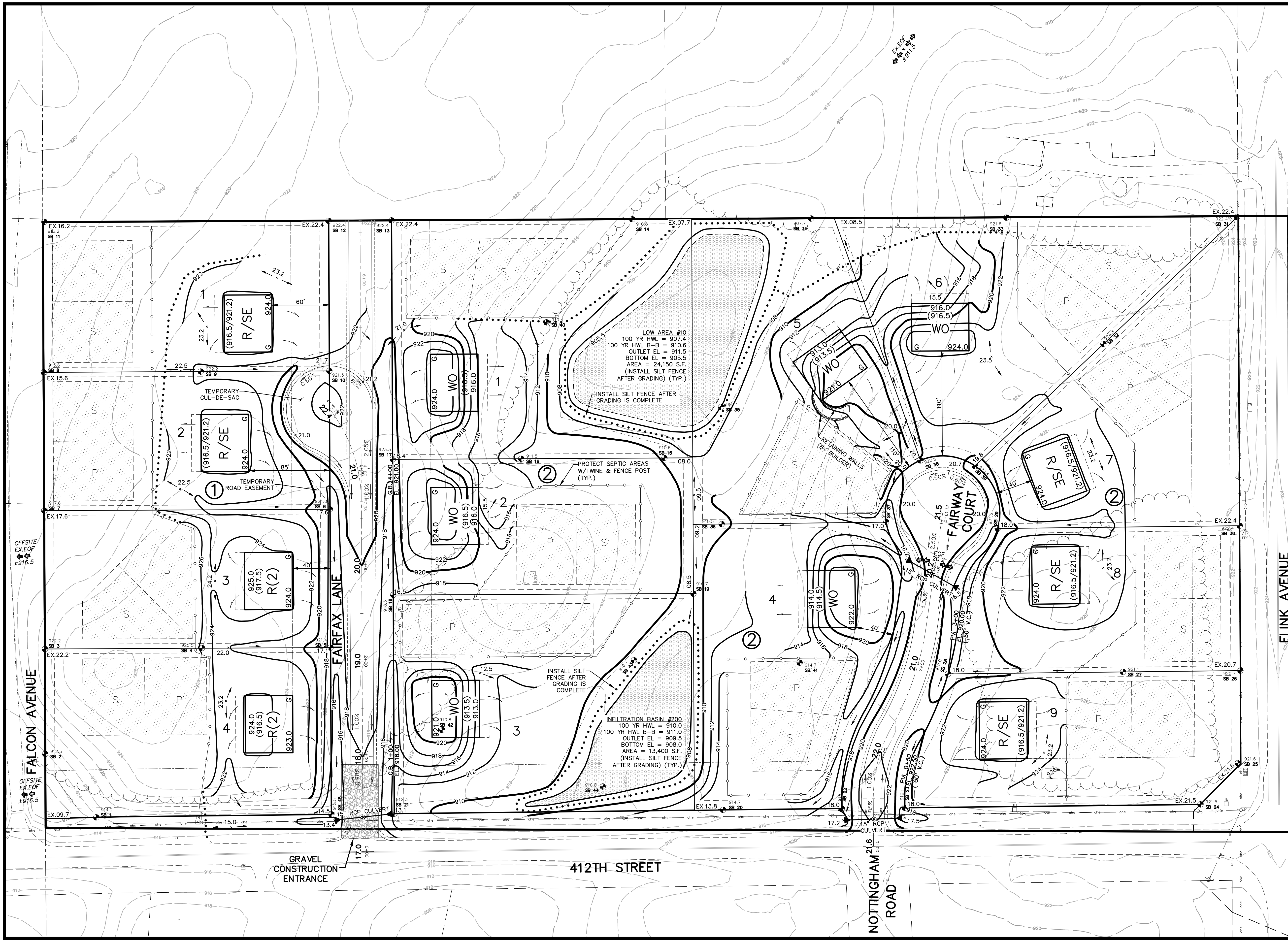
Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

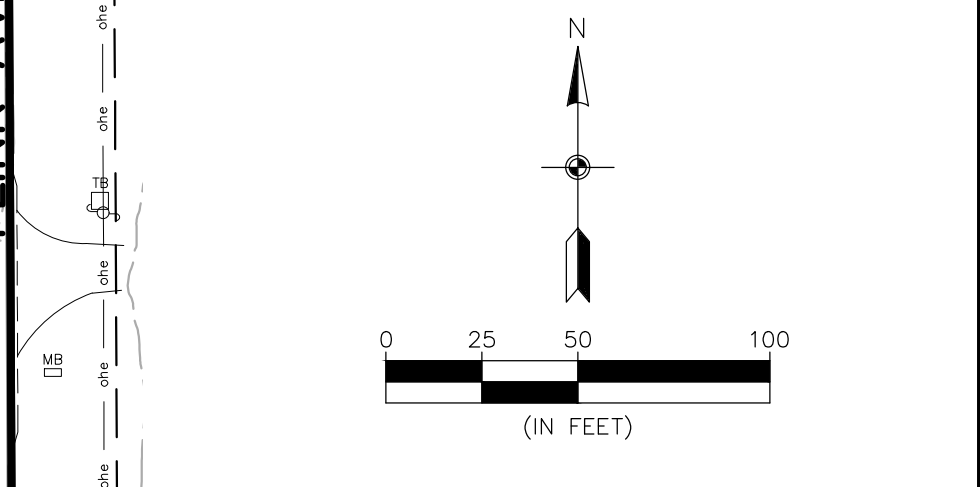
PRELIMINARY SITE & UTILITY PLAN



GRADING PLAN LEGEND	
EXISTING	PROPOSED
PROPERTY LINE	---
EASEMENT LINE	---
CURB LINE	---
BITUMINOUS	---
CONCRETE	---
10' CONTOUR	910
2' CONTOUR	908
WETLAND LINE	---
STORM SEWER	---
OVERHEAD ELECTRIC	---
STORM CATCH BASIN	---
STORM MANHOLE	---
OUTLET CONTROL STRUCTURE	---
HYDRANT	---
GATE VALVE	---
MANHOLE	---
TELEPHONE BOX	---
TELEVISION BOX	---
POWER POLE	---
RETAINING WALL	---
FENCE	---
SPOT ELEVATION (CURB ELEVATIONS ARE TO GUTTER LINE)	00.0
EMERGENCY OVERFLOW	← E.O.F. → 000.0
SILT FENCE	---
PROTECT SEPTIC W/ TWINE	---
TREELINE	---
SOIL BORING	---

WETLAND SUMMARY
 THERE ARE NO PROPOSED WETLAND IMPACTS

- NOTES**
- PROPOSED PADS ARE FOR REFERENCE AND ALL WILL BE CUSTOM GRADED LOTS. THE DRIVEWAY LOCATIONS, WELLS AND SEPTIC LOCATIONS WILL BE PROVIDED BY THE BUYER.
 - AT MINIMUM THE DRIVEWAY CULVERTS SHALL BE 15" CMP IF A CULVERT IS REQUIRED (FIELD VERIFY).
 - PROPOSED SEPTIC SITE CORNERS TO BE MARKED WITH FENCE POSTS AND RIBBONED OFF PRIOR TO CONSTRUCTION.



BENCHMARKS	
1.	Minnesota Department of Transportation GSD Station #85673 (Name: 1380 BA) Elev = 918.62 ft. (NAVD88)
2.	Minnesota Department of Transportation GSD Station #85674 (Name: 1380 BB) Elev = 915.44 ft. (NAVD88)

CALL BEFORE YOU DIG

Know what's below.
Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data."

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
 Signature: *Aaron Briski*
 Date: 11/17/25 License #: 57811

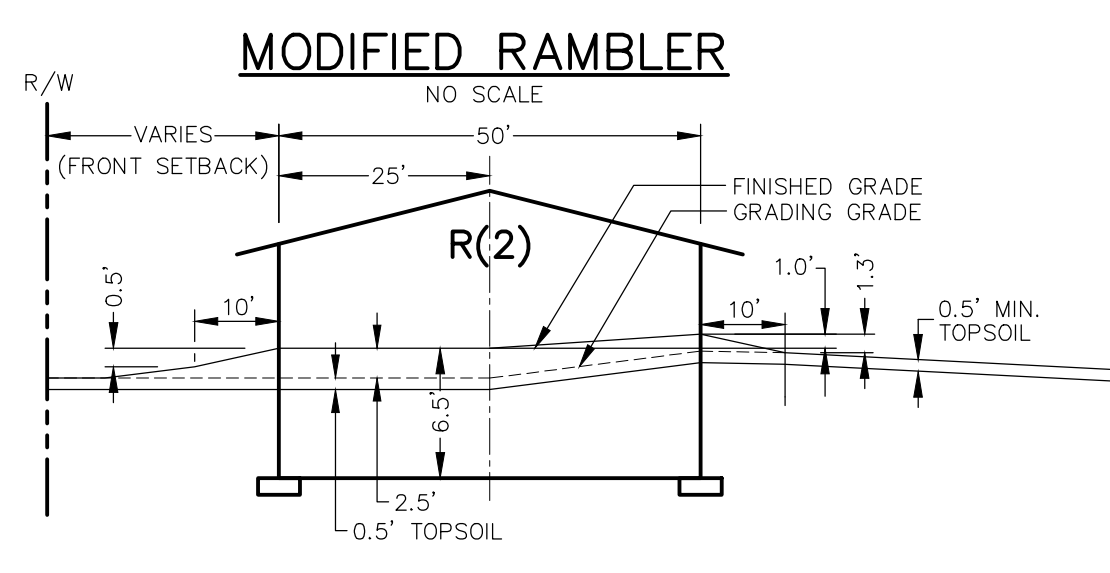
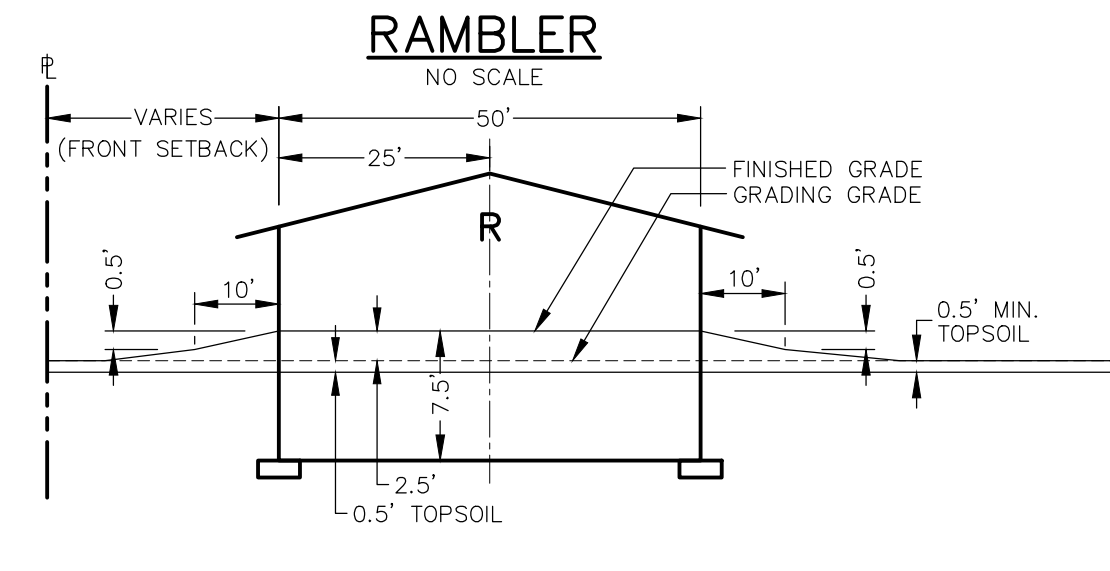
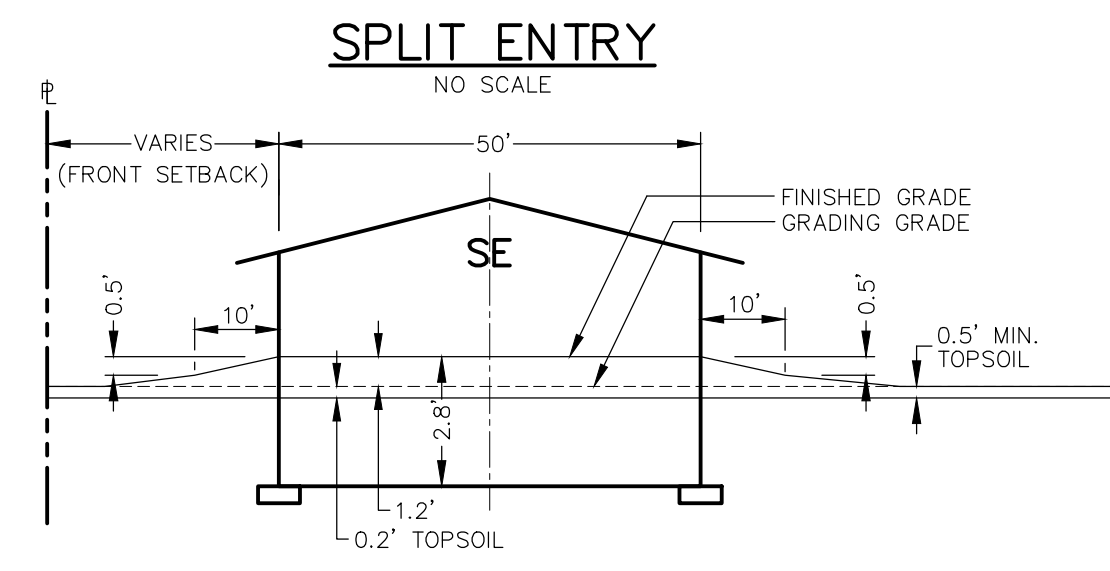
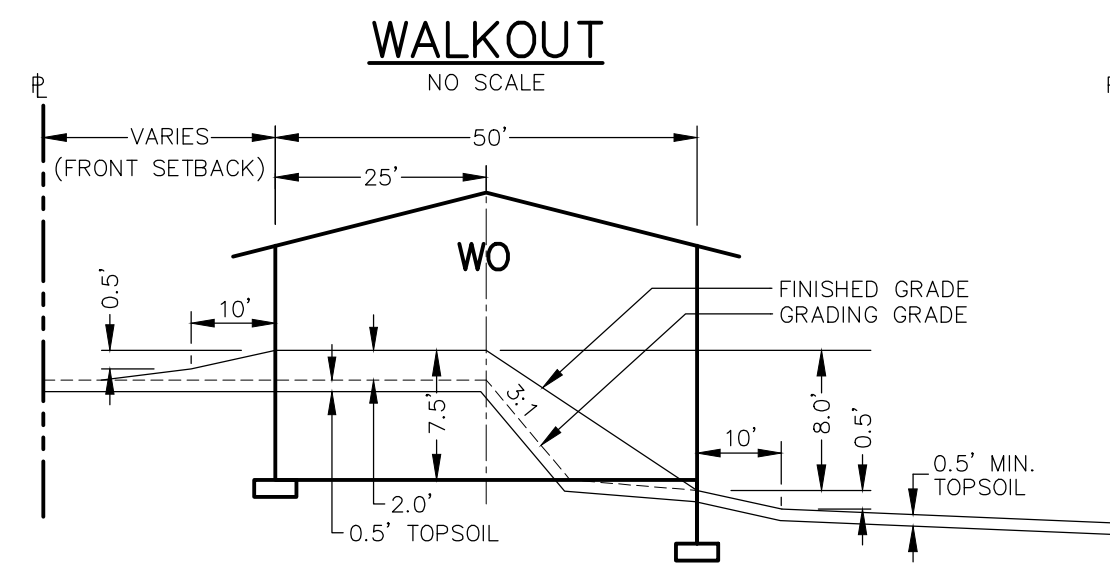
Drawn: CRM
 Designed: ADB
 Date: 11/17/25

Revisions:
 1.

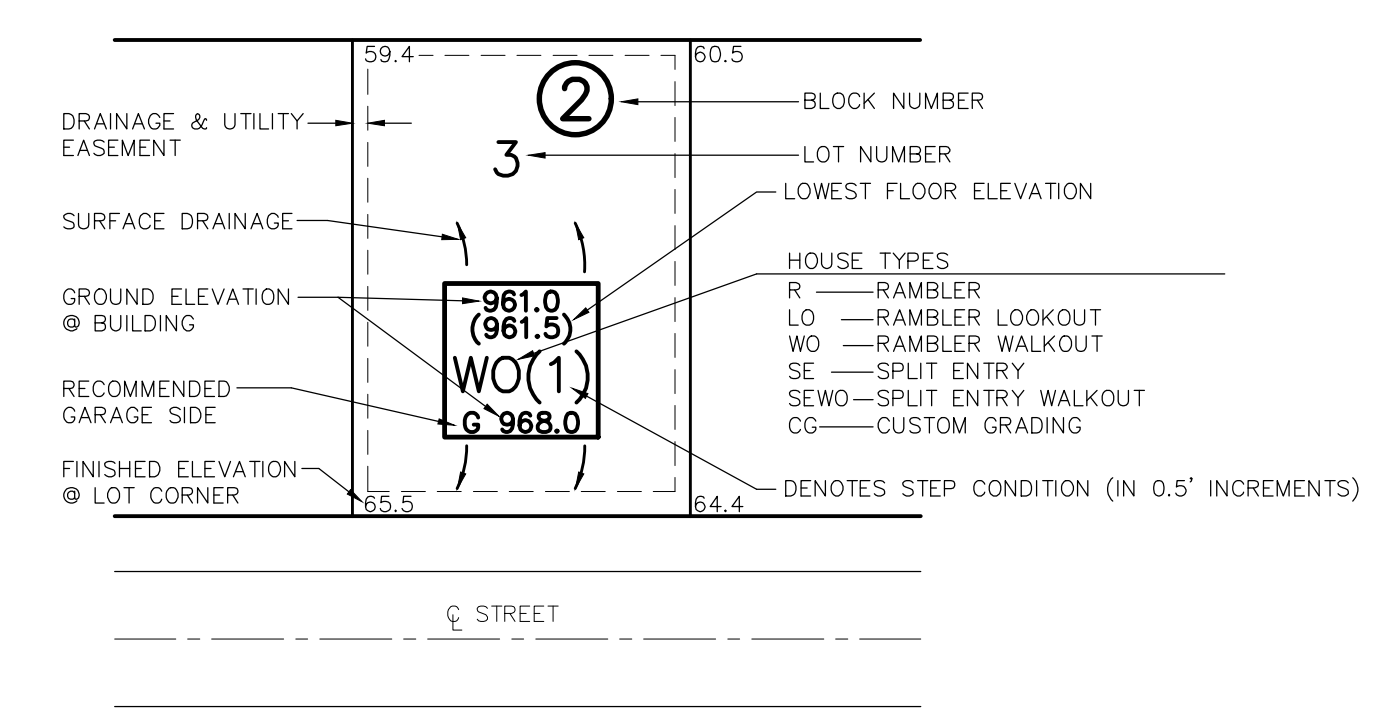
LARRY BEACH CONSTRUCTION, INC.
 4731 - 400th Street N
 North Branch, Minnesota 55056

FAIRWAY FIELD
 North Branch, MN

PRELIMINARY GRADING & EROSION CONTROL PLAN

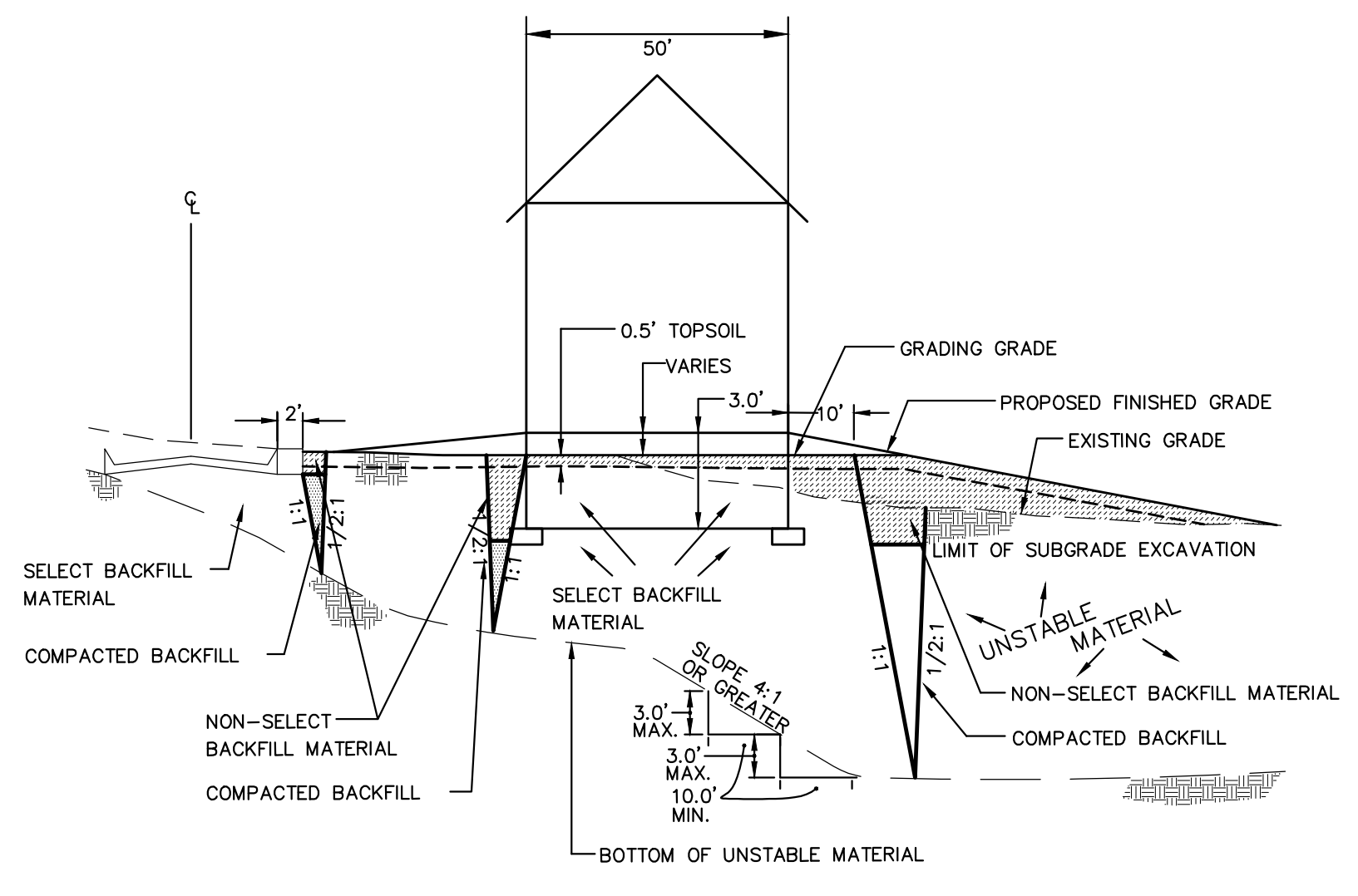


GRADING PLAN LOT KEY



SUBGRADE CORRECTION

NO SCALE



TURF ESTABLISHMENT

TURF ESTABLISHMENT SHALL APPLY TO ALL DISTURBED AREAS AND SHALL BE ACCORDING TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (LATEST EDITION) EXCEPT AS MODIFIED BELOW.

TURF ESTABLISHMENT SHALL OCCUR AS SOON AS POSSIBLE BUT IN NO CASE MORE THAN 7 DAYS.

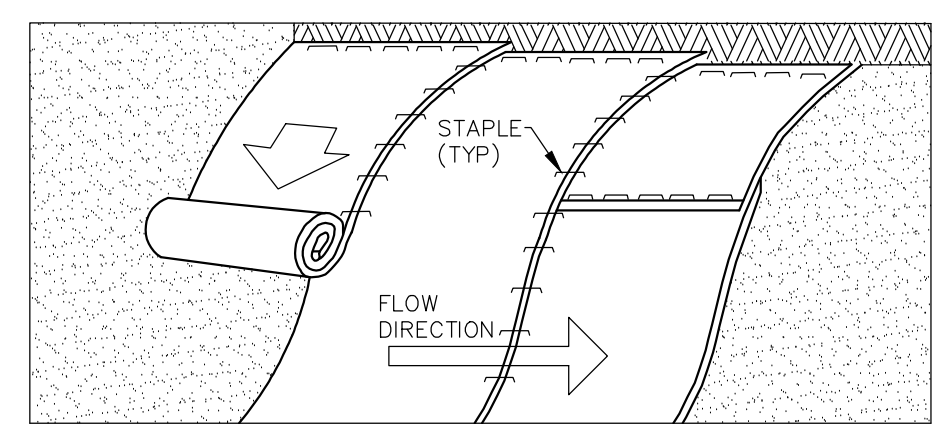
SEED: MNDOT MIXTURE 25-141 AT 60 POUNDS PER ACRE.

DORMANT SEED: SHALL BE APPLIED AT TWICE THE NORMAL RATE AFTER NOVEMBER 1ST.

MULCH: TYPE 1 AT 2 TONS PER ACRE (DISK ANCHORED).

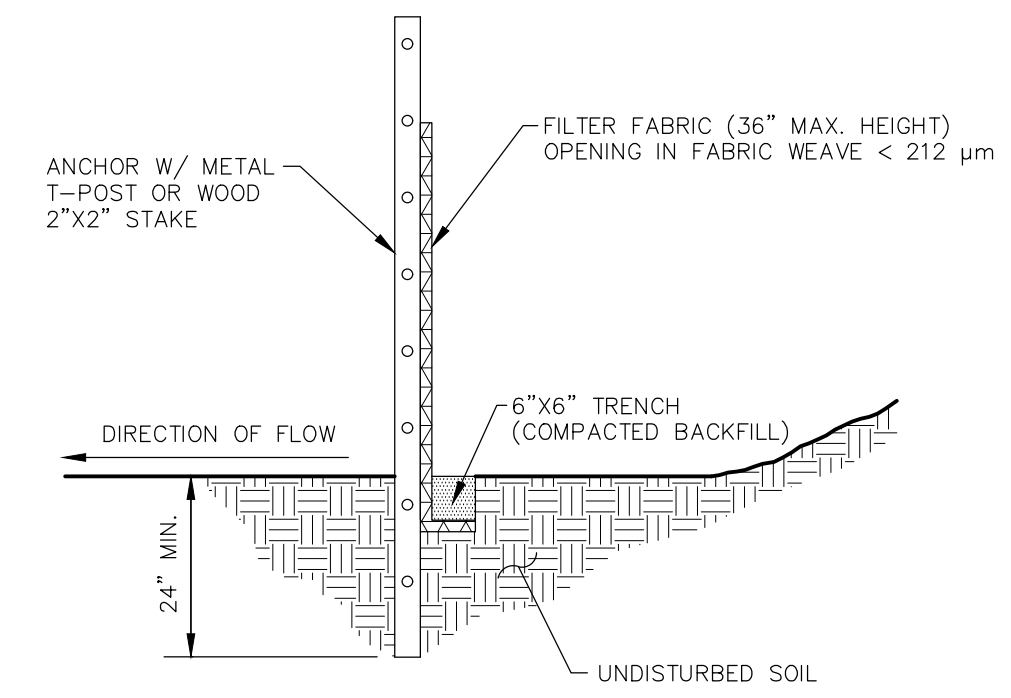
FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.

EROSION CONTROL BLANKET



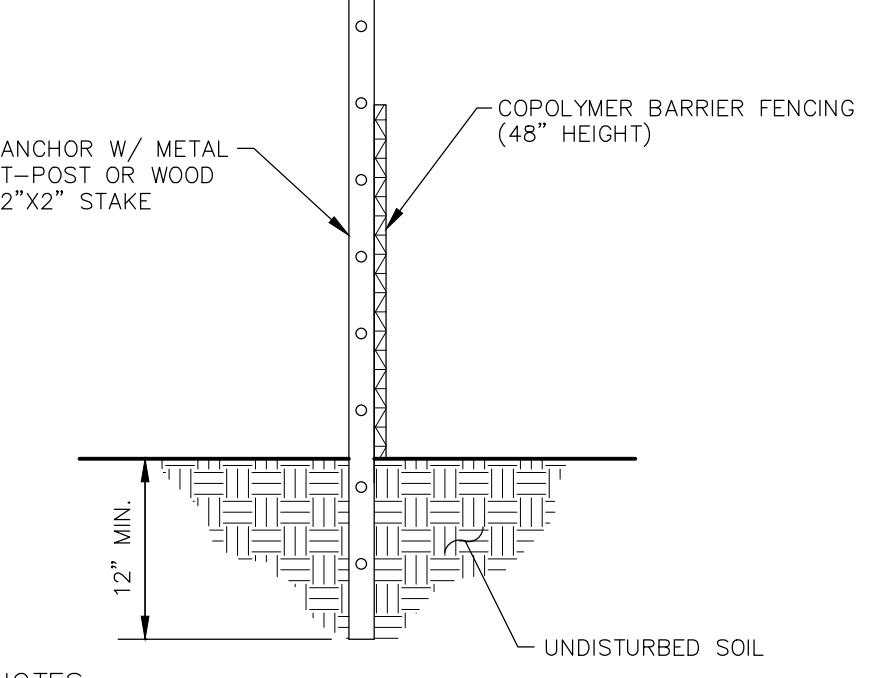
- NOTES:
- PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF LIME, FERTILIZER AND/OR SEED.
 - BEGIN AT THE TOP OF THE SLOPE (OR CHANNEL) BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
 - ROLL THE BLANKETS DOWN (STARTING DOWNSTREAM PROCEEDING UPSTREAM) HORIZONTALLY ACROSS THE SLOPE.
 - THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH A MINIMUM 4" OVERLAP.
 - WHEN BLANKETS MUST BE SPLICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH MINIMUM 6" OVERLAP. USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART TO SECURE BLANKETS.
 - IN HIGH FLOW CHANNEL APPLICATIONS, A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A ROW OF STAPLES 4" APART OVER ENTIRE WIDTH OF THE CHANNEL. PLACE A SECOND ROW 4" BELOW THE FIRST ROW IN A STAGGERED PATTERN.
 - THE TERMINAL ENDS OF THE BLANKETS MUST BE ANCHORED IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

SILT FENCE



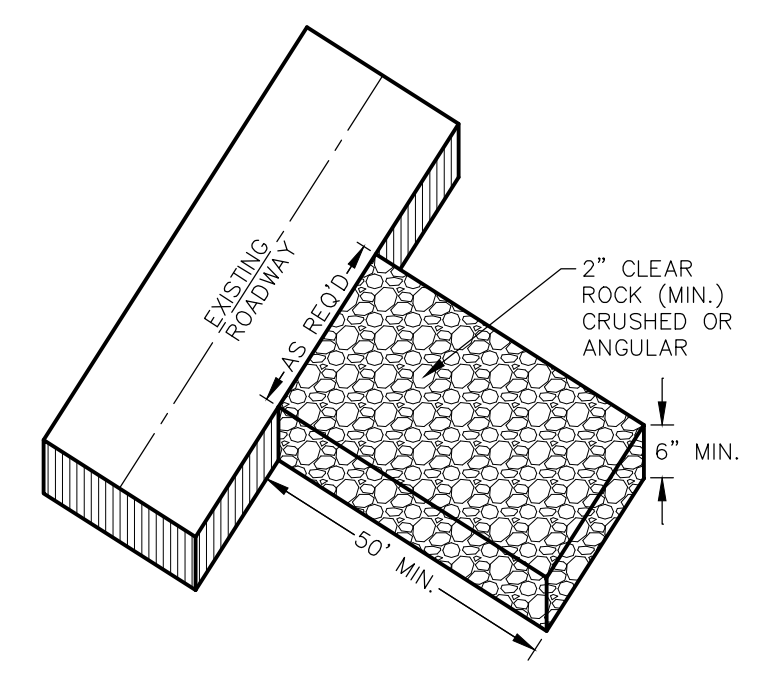
- NOTES:
- DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
 - DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
 - POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
 - LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
 - SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
 - SEE MNDOT SPECIFICATIONS 2573 & 3886.

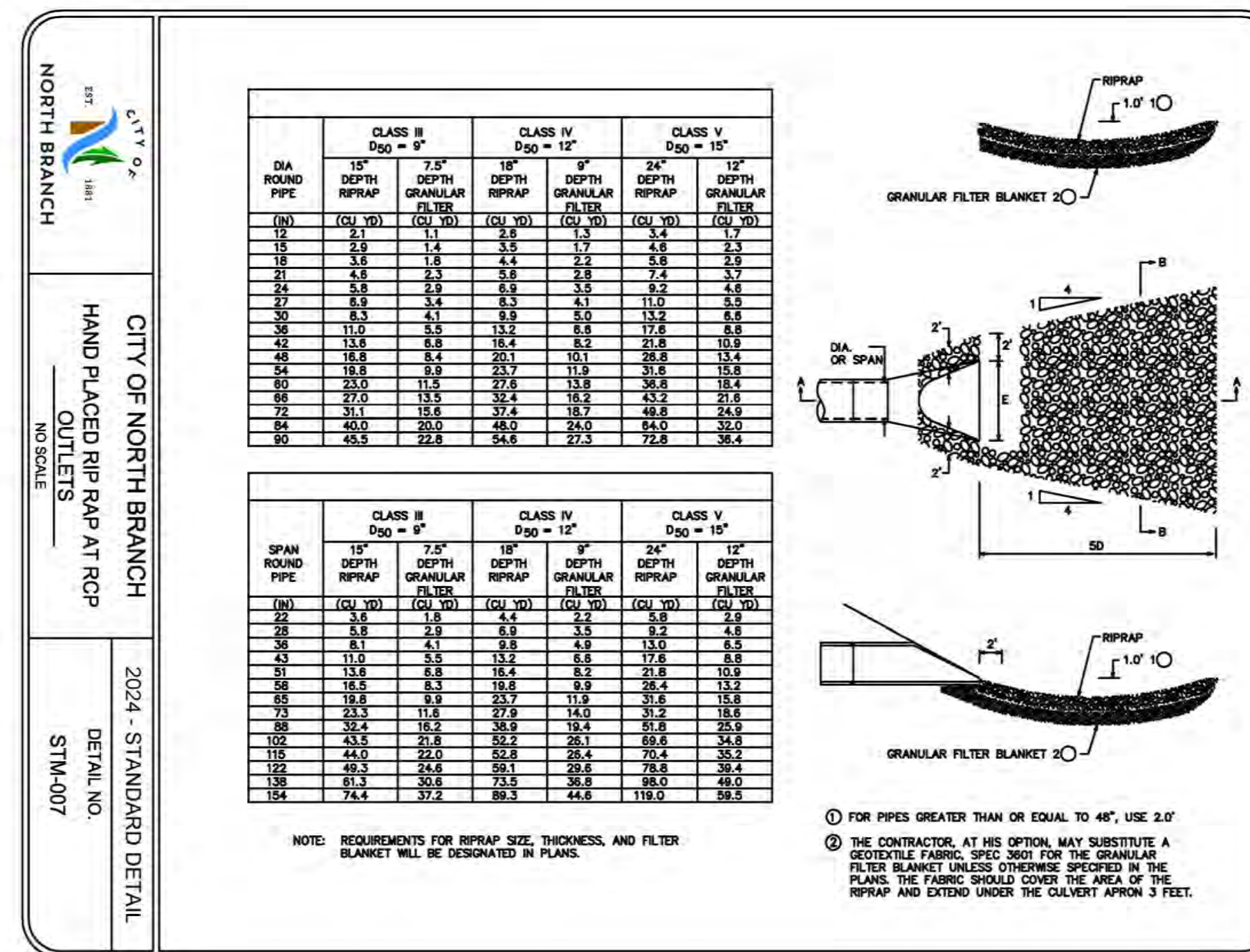
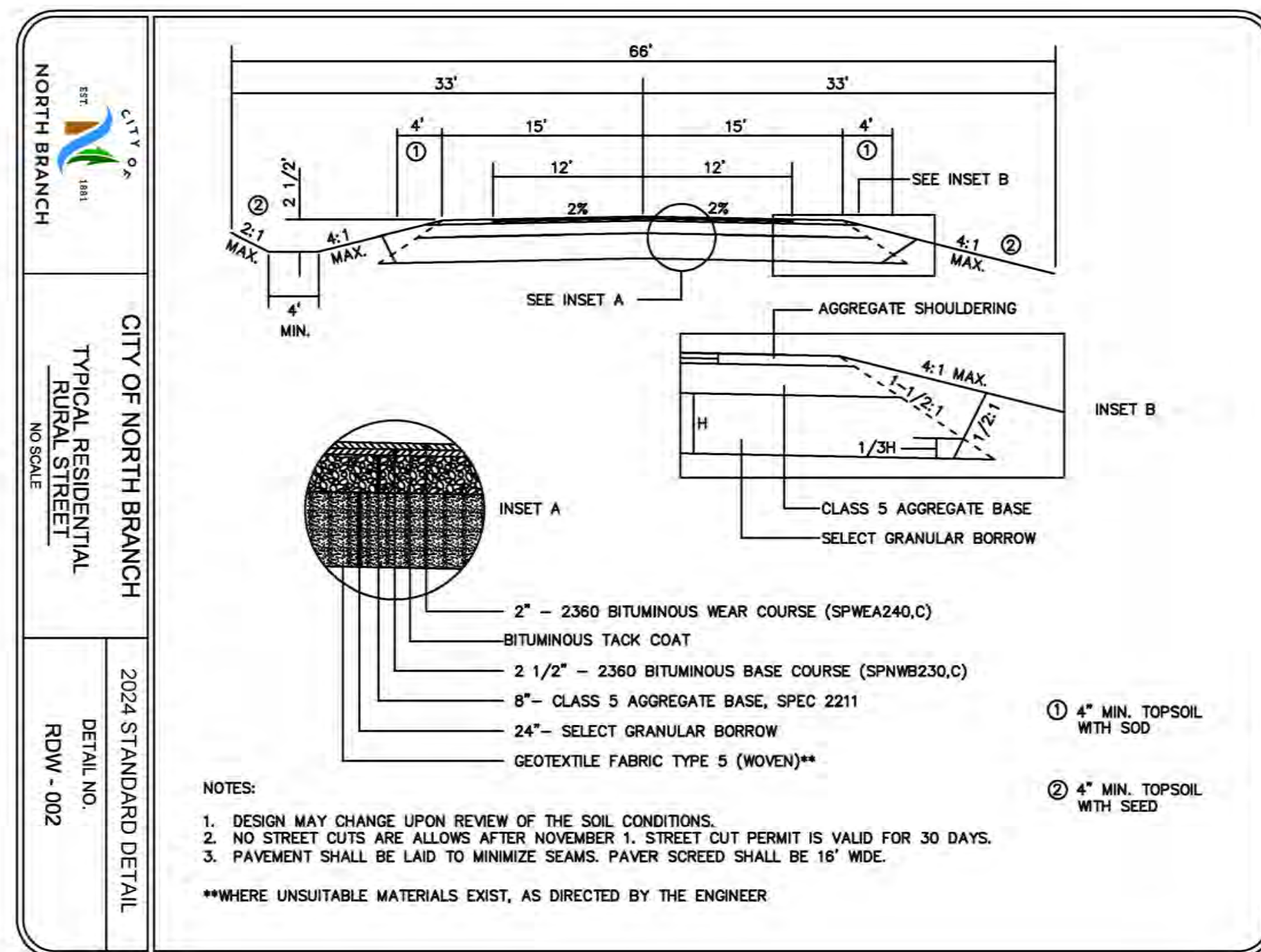
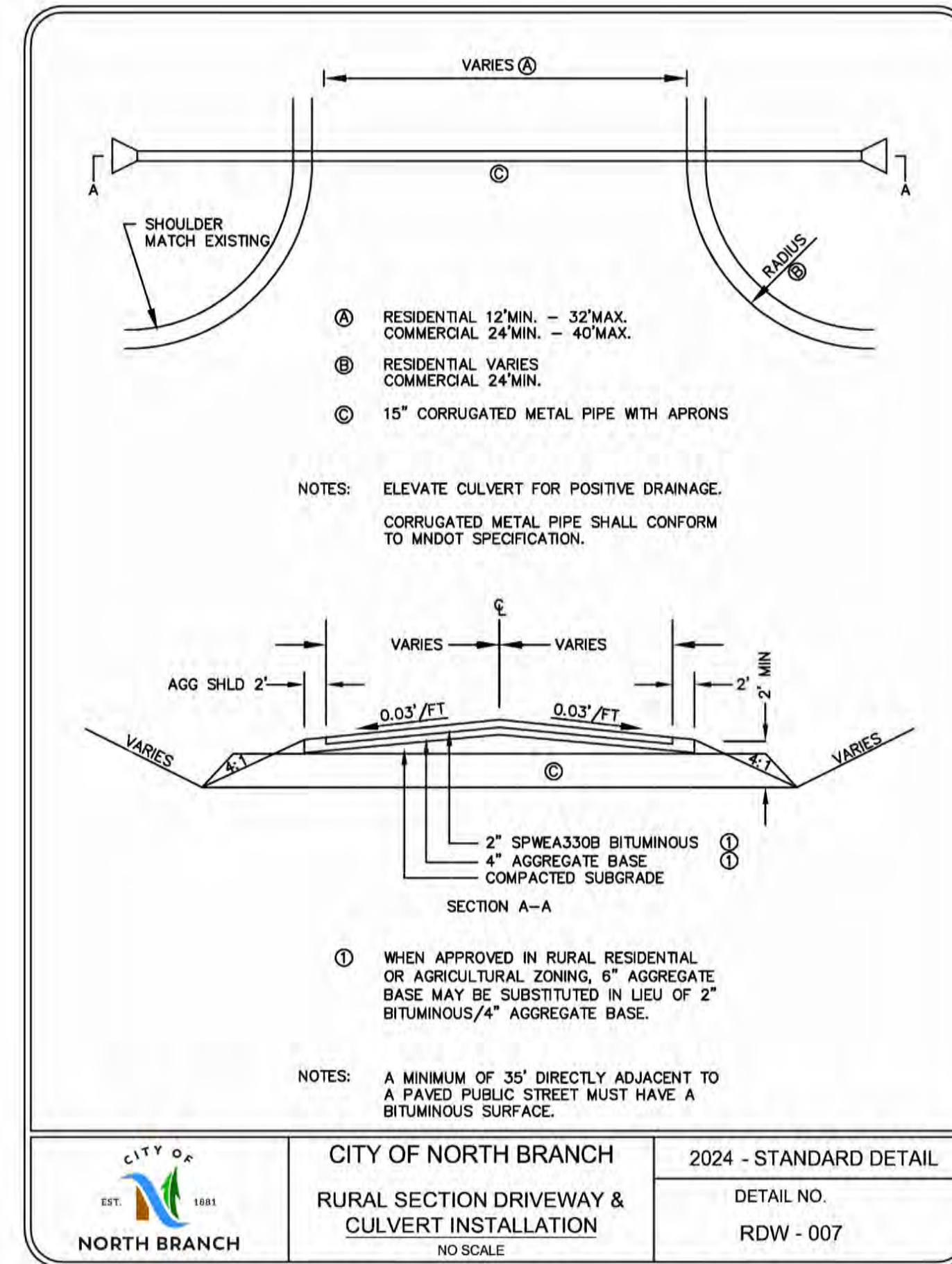
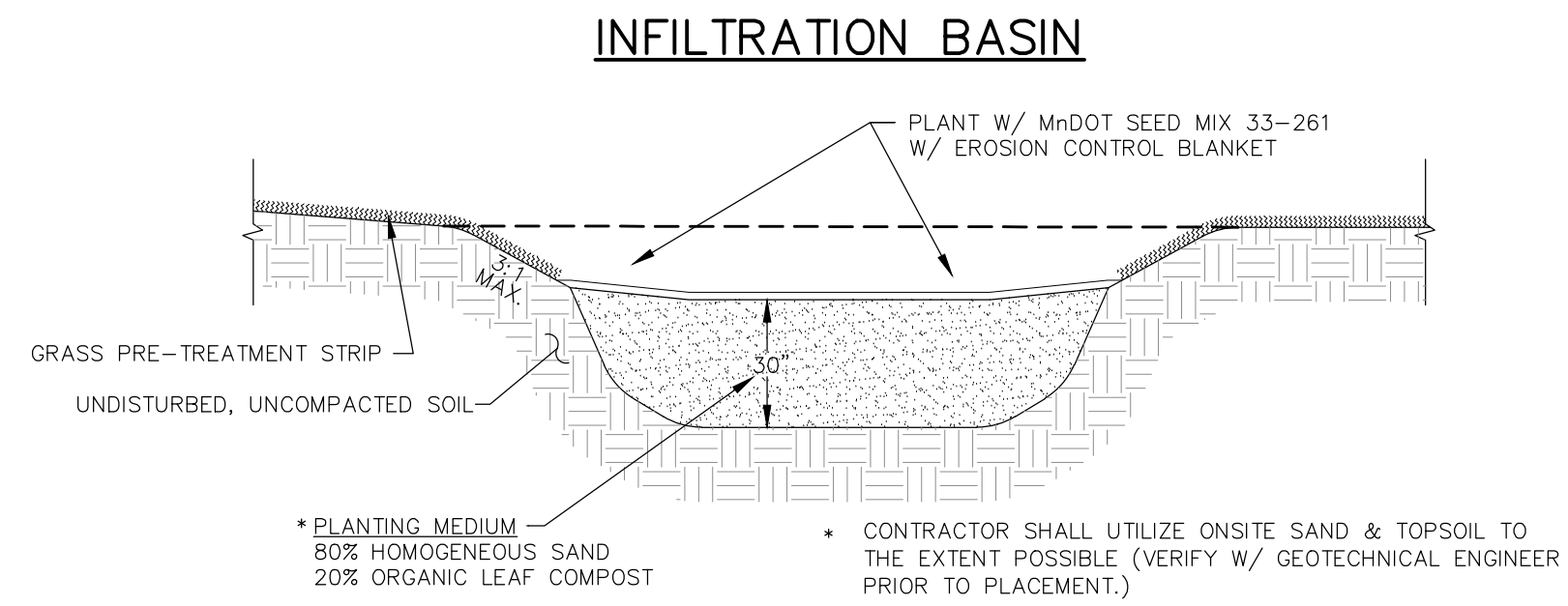
TREE FENCE

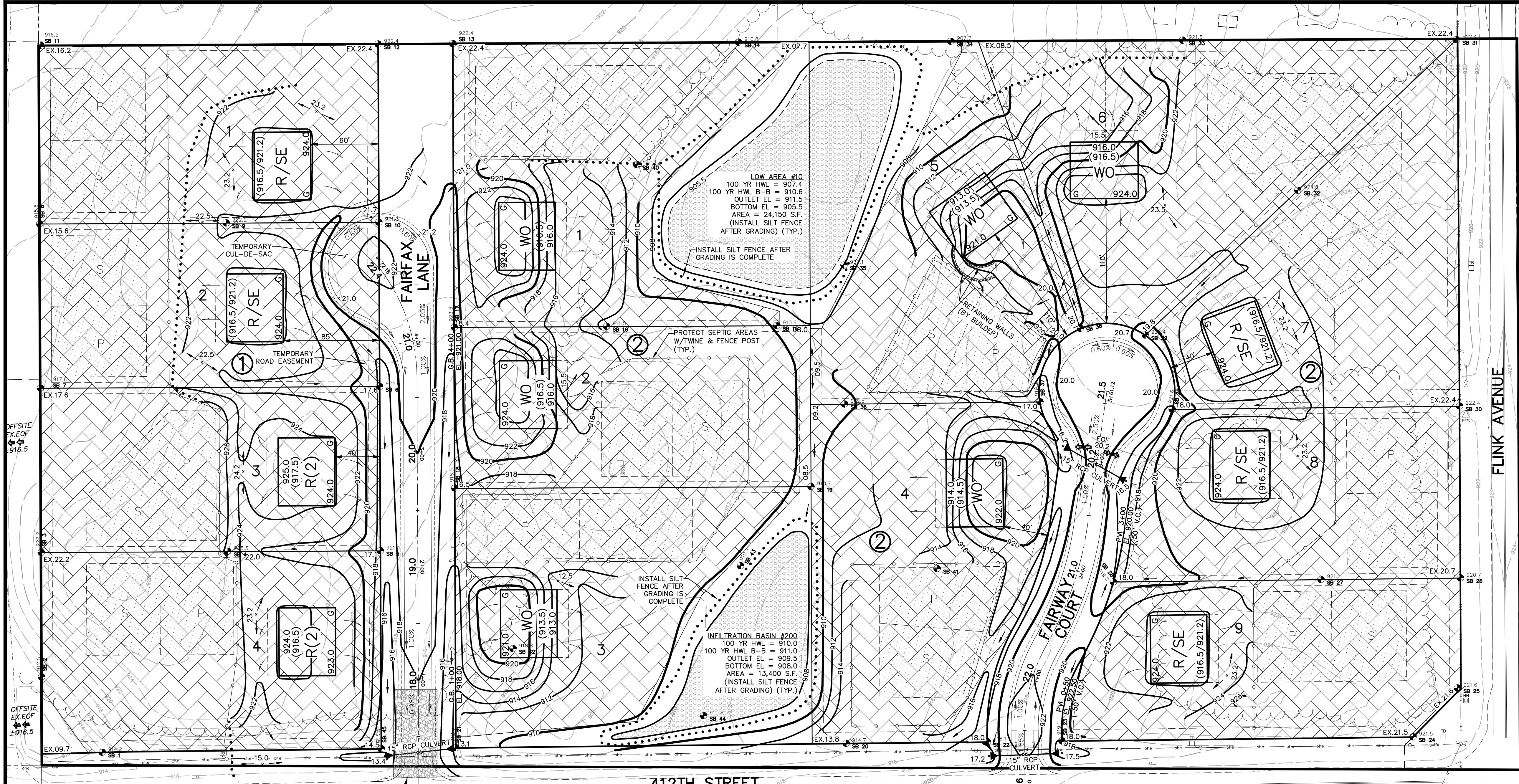


- NOTES:
- TREE FENCING SHALL BE PLACED A MINIMUM OF 1 FOOT PER CALIPER INCH OF TREE DIAMETER FROM TREE(S) THAT IS/ARE TO BE SAVED.
 - ANCHOR POST MAY BE SPACED UP TO 10 FEET APART.
 - SECURELY ATTACH TREE FENCE TO ANCHOR POSTS W/ MINIMUM OF TWO ATTACHMENTS PER POST.
 - SEE MNDOT SPECIFICATION 2572.

ROCK CONSTRUCTION ENTRANCE







GRADING PLAN LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
BUILDING SETBACK LINE	---	---
CURB	---	---
BITUMINOUS	---	---
GRAVEL	---	---
CONCRETE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
STORM SEWER	---	---
WETLAND LINE	---	---
SPOT ELEVATION	00.0	00.0
EMERGENCY OVERTFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
INLET PROTECTION	---	---
INFILTRATION AREA	---	---
WELL	---	---
LIGHT POLE	---	---
FLAG POLE	---	---
ELECTRIC BOX	---	---
TELEPHONE BOX	---	---
TELEVISION BOX	---	---
SIGN	---	---
SOIL BORING	---	---
TREE LINE	---	---
TREE	---	---

BUILDING SETBACKS

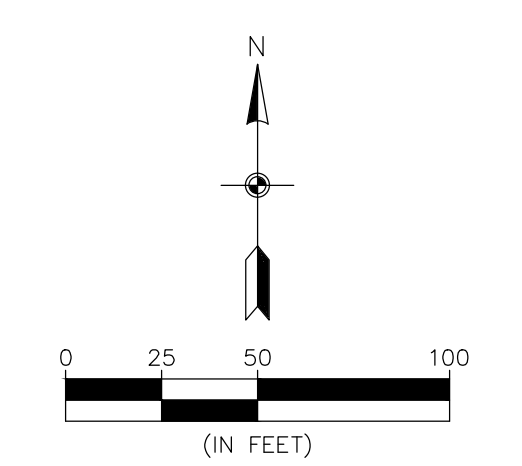
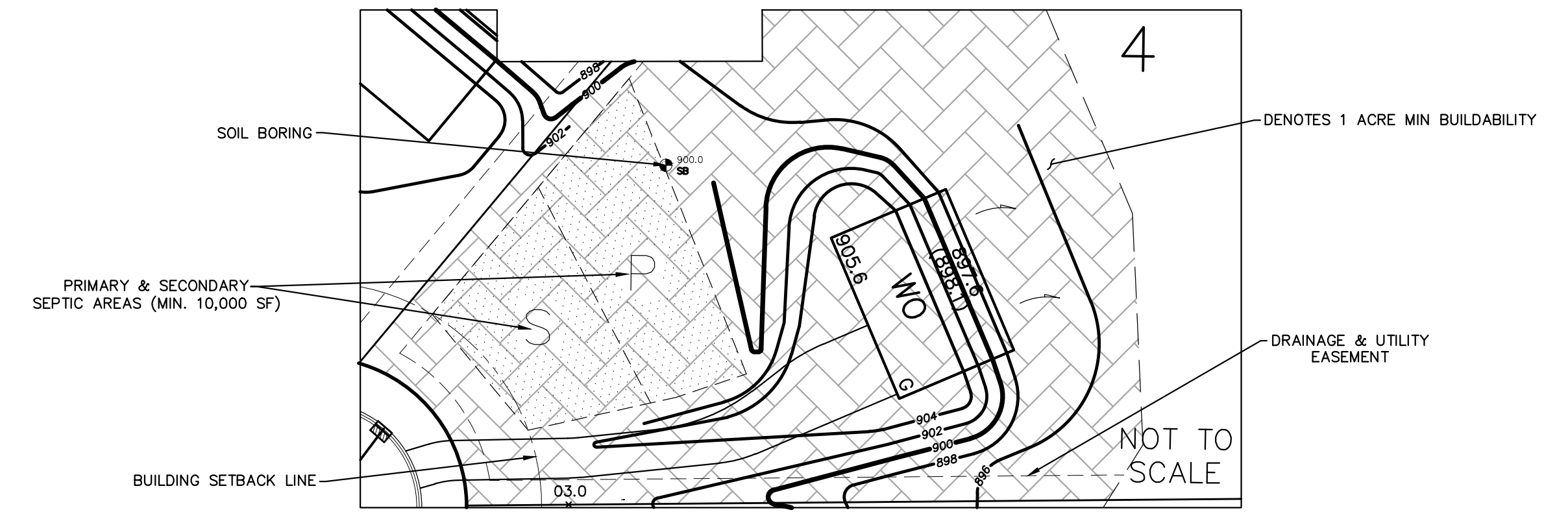
FRONT	40 FT
SIDE	10 FT
REAR SETBACK TO 412TH STREET	30 FT
TO FLINK AVE	50 FT

NOTES:

ALL LOTS WILL MEET THE CITY'S LIVABILITY STANDARDS, UNLESS OTHERWISE NOTED IN THE CHART. LIVABILITY ELEVATIONS ARE DETERMINED AS FOLLOWS:

SEPTIC AREAS:
 10,000 S.F. AREA 1 FT ABOVE MOTTLED SOILS IS BASED ON SOIL BORINGS AT THE CORNERS OF THE SEPTIC AREAS. ELEVATION OF MOTTLED SOIL FLUCTUATES FROM BORING TO BORING BUT THE ENTIRE AREA IS 1 FT OR MORE ABOVE MOTTLED SOIL.

BUILDABLE AREA:
 1 ACRE (43,560 S.F.) OF BUILDABLE AREA THAT IS 1 FT. ABOVE UNSUITABLE SOIL WAS DETERMINED USING THE SAME METHOD AS ABOVE. THE 10,000 S.F. SEPTIC AREA IS INCLUDED IN THIS AREA REQUIREMENT.



BENCHMARKS

- Minnesota Department of Transportation GSD Station #85673 (Name: 1380 BA) Elev. = 918.62 ft. (NAVD88)
- Minnesota Department of Transportation GSD Station #85674 (Name: 1380 BB) Elev. = 915.44 ft. (NAVD88)

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Print Name: Aaron D. Briski, P.E.
 Signature: *Aaron Briski*
 Date: 11/17/25 License #: 57811

Drawn: CRM
 Designed: ADB
 Date: 11/17/25

Revisions:
 1.

LARRY BEACH CONSTRUCTION, INC.
 4731 - 400th Street N
 North Branch, Minnesota 55056

FAIRWAY FIELD
 North Branch, MN

LIVABILITY PLAN

B1 of B2

LIVABILITY CHART - (FAIRWAY FIELD)													
LOT	BLK	LOT AREA (AC.)	GROSS LIVABILITY AREA (AC.)	ISTS AREA (SF) (INCLUDED IN LIVABILITY)	SOIL BORINGS						PROPOSED LOWEST FLOOR ELEV.	HOUSE TYPE	RECOMMENDED GARAGE FLOOR ELEV.
					BORING NO.	BORING ELEVATION	BORING DEPTH	BOTTOM BORING ELEVATION	MOTTLES DEPTH	MOTTLES ELEVATION			
1	1	1.08	1.08*	10725	8	915.6	1.3	914.3	-	-	916.5/921.2	R/SE	924.0
					9	922.2	1.6	920.6	-	-			
					10	921.3	1.3	920.0	-	-			
					11	916.2	1.3	914.9	1.3	914.9			
					12	922.4	1.6	920.8	-	-			
2	1	1.00	1.00*	10517	6	924.6	1.3	923.3	-	-	916.5/921.2	R/SE	924.0
					7	917.6	1	916.6	1.0	916.6			
					8	915.6	1.3	914.3	-	-			
					9	922.2	1.6	920.6	-	-			
					10	921.3	1.3	920.0	-	-			
3	1	1.00	1.00	10430	3	922.2	1.2	921.0	1.2	921.0	917.5	R(2)	924.0
					4	925.5	1.7	923.8	-	-			
					5	921.4	1.2	920.2	1.2	920.2			
					6	924.6	1.3	923.3	-	-			
					7	917.6	1.0	916.6	1.0	916.6			
4	1	1.22	1.18	10530	1	914.2	1.4	912.8	-	-	916.5	R(2)	923.0
					2	912.5	1.3	911.2	-	-			
					3	922.2	1.2	921.0	1.2	921.0			
					4	925.5	1.7	923.8	-	-			
					5	921.4	1.2	920.2	1.2	920.2			
1	2	1.81	1.29	10600	13	922.4	1.5	920.9	-	-	916.5	WO	924.0
					14	910.8	1.6	909.2	-	-			
					15	910.6	1.8	908.8	-	-			
					16	911.5	1.4	910.1	-	-			
					17	923.3	1.7	921.6	-	-			
2	2	1.02	1.02	10500	40	910.4	1.5	908.9	-	-	916.5	WO	924.0
					15	910.6	1.8	908.8	-	-			
					16	911.5	1.4	910.1	-	-			
					17	923.3	1.7	921.6	-	-			
					18	918.5	1.3	917.2	-	-			
3	2	1.65	1.08	10500	19	910.7	1.4	909.3	-	-	913.5	WO	921.0
					18	918.5	1.3	917.2	-	-			
					21	912.3	2.0	910.3	-	-			
					42	910.8	1.3	909.5	1.3	909.5			
					43	910.7	1.7	909.0	-	-			
4	2	1.31	1.28	10523	44	910.8	1.5	909.3	-	-	914.5	WO	922.0
					19	910.7	1.4	909.3	-	-			
					20	914.7	1.6	913.1	1.6	913.1			
					22	918.1	1.1	917.0	1.1	917.0			
					36	910.5	2.1	908.4	2.1	908.4			
5	2	1.45	1.01	10508	37	919.2	1.6	917.6	1.6	917.6	913.5	WO	921.0
					41	914.7	1.7	913.0	-	-			
					34	907.7	1.3	906.4	-	-			
					35	907.1	1.8	905.3	1.8	905.3			
					36	910.5	2.1	908.4	2.1	908.4			
6	2	1.42	1.42	10550	37	919.2	1.6	917.6	1.6	917.6	916.5	WO	924.0
					38	922.5	1.5	921.0	-	-			
					31	922.4	1.1	921.3	1.1	921.3			
					32	924.8	1.7	923.1	-	-			
					33	921.6	1.4	920.2	-	-			
7	2	1.21	1.21	10585	34	907.7	1.3	906.4	-	-	916.5/921.2	R/SE	924.0
					39	923.4	1.4	922.0	1.4	922.0			
					29	921.6	1.3	920.3	1.3	920.3			
					30	922.4	1.3	921.1	-	-			
					31	922.4	1.1	921.3	1.1	921.3			
8	2	1.00	1.00	10560	32	924.8	1.7	923.1	-	-	916.5/921.2	R/SE	924.0
					26	920.7	1.2	919.5	1.2	919.5			
					27	921.1	1.3	919.8	1.3	919.8			
					28	919.0	1.2	917.8	1.2	917.8			
					29	921.6	1.3	920.3	1.3	920.3			
9	2	1.05	1.05	10560	30	922.4	1.3	921.1	-	-	916.5/921.2	R/SE	924.0
					23	919.1	1.3	917.8	1.3	917.8			
					24	921.5	1.4	920.1	1.4	920.1			
					25	921.6	1.2	920.4	1.2	920.4			
					26	920.7	1.2	919.5	1.2	919.5			
					27	921.1	1.3	919.8	1.3	919.8			
					28	919.0	1.2	917.8	1.2	917.8			

* Temporary Cul-De-Sac Included in Gross Livability Area

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
 Signature: *Aaron Briski*
 Date: 11/17/25 License #: 57811
 Drawn: CRM
 Designed: ADB
 Date: 11/17/25

Revisions:
 1.

LARRY BEACH CONSTRUCTION, INC.
 4731 - 400th Street N
 North Branch, Minnesota 55056

FAIRWAY FIELD
 North Branch, MN

LIVABILITY CHART

B2 of B2

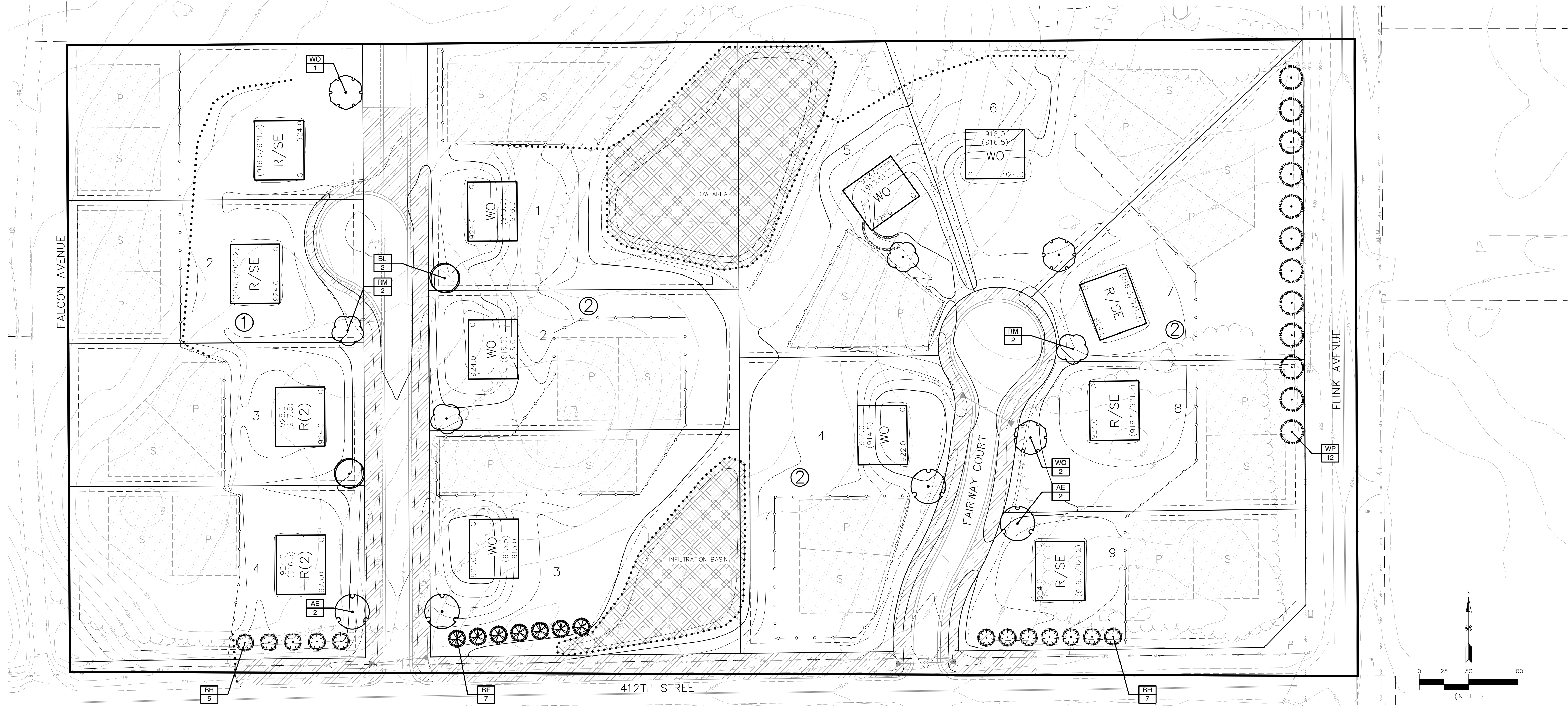
NORTH BRANCH LANDSCAPE REQUIREMENTS

1. TREES. MINIMUM ONE (1) OVERSTORY DECIDUOUS OR CONIFEROUS TREE PER DWELLING UNIT REQUIRED. THE COMPLEMENT OF TREES FULFILLING THE REQUIREMENTS OF THIS SECTION SHALL BE NOT LESS THAN 25 PERCENT DECIDUOUS AND NOT LESS THAN 25 PERCENT CONIFEROUS.

TREES REQUIRED = 13 (13 UNITS)
 TREES PROVIDED = 44 (30% DEC. / 70% CON.)

LANDSCAPE PLAN NOTES

1. EXISTING CONDITIONS. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
2. UTILITY LOCATES. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS "FIELD VERIFY" ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
3. PERMITS. CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
4. EXISTING ITEMS TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
5. CONSTRUCTION STAGING AND ACCESS. CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
6. SITE REMOVALS. REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS "REMOVED BY OTHERS" OR "REMOVE AND SALVAGE."
7. UTILITY COORDINATION. REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
8. CONSTRUCTION STAKING. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
9. PLAN QUANTITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
10. REFERENCE SPECIFICATIONS. THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
 1. ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
 2. LANDSCAPE SPECIFICATIONS.
 3. PLAN DRAWINGS.
 4. PLANT / MATERIAL SCHEDULES.
 5. CITY STANDARD SPECIFICATIONS AND DETAILS.
 6. MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.



1 OVERALL LANDSCAPE PLAN
 L1

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota
 Print Name: Ryan J. Rutger, RLA
 Signature: *[Signature]*
 Date: 11/17/25 License #: 56346

Drawn: RJR
 Designed: RJR
 Date: 11/17/25

Revisions:
 1.

LARRY BEACH CONSTRUCTION, INC.
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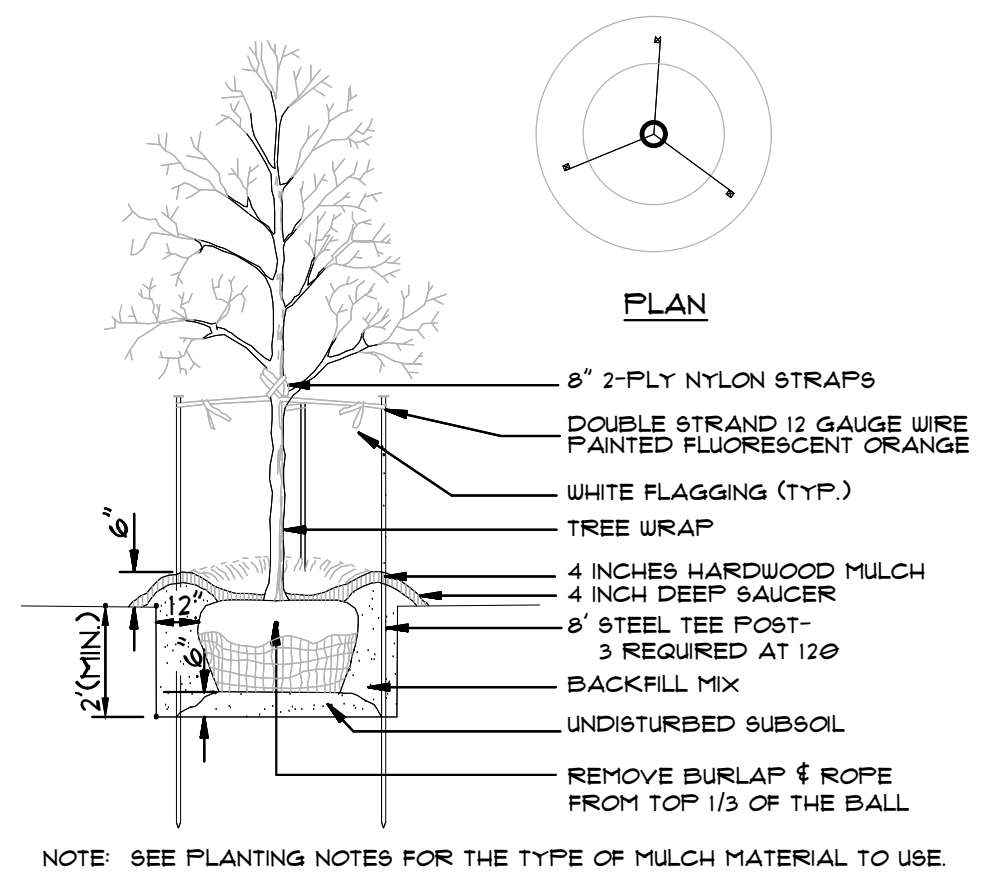
FAIRWAY FIELD
 North Branch, MN

PRELIMINARY LANDSCAPE PLAN

L1 of 2

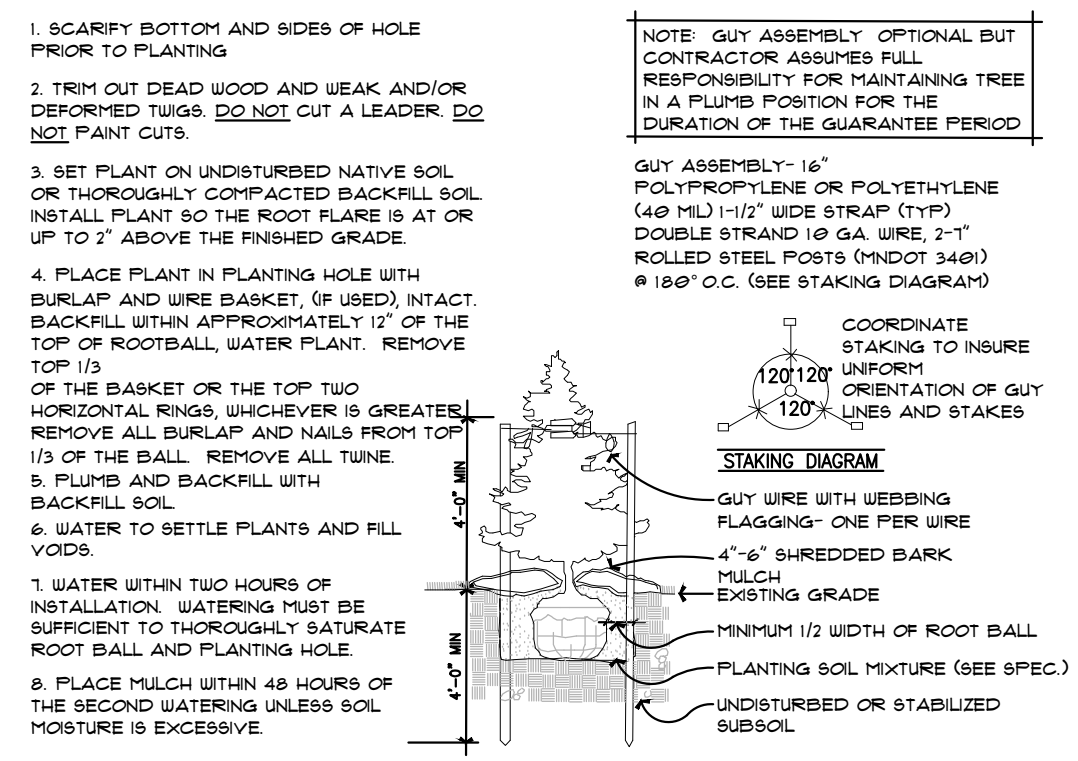
CALL BEFORE YOU DIG

811
 Know what's below.
 Call before you dig.



NOTE: SEE PLANTING NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.

A DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE



B CONIFEROUS TREE PLANTING DETAIL
NOT TO SCALE

PLANT SCHEDULE						
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
TREES						
	RM	4	Acer rubrum 'Northwood'	Northwood Red Maple	2.5' Cal.	B&B
	WO	3	Quercus bicolor	Swamp White Oak	2.5' Cal.	B&B
	BL	2	Tilia americana 'Boulevard'	Boulevard Linden	2.5' Cal.	B&B
	AE	4	Ulmus americana 'Princeton'	American Elm	2.5' Cal.	B&B
CONIFEROUS TREES						
	BF	7	Abies balsamea	Balsam Fir	6' Ht.	B&B
	BH	12	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WP	12	Pinus strobus	White Pine	6' Ht.	B&B
GROUND COVERS						
	TI	55,215 sf	Type I - Turf Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 180 lb/ac	MnDOT Seed Mix 25-151	seed	
	TII	54,069 sf	Type II - Stormwater Pond Pollinator Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 47.5 lb/ac	BWSR Stormwater Pond Pollinator NE	seed	

LANDSCAPE SPECIFICATIONS

- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERRECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
- EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPs, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPs MUST BE IMPLEMENTED WITHIN 7 DAYS USING.
- CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
- SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN 1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL SEEDING. SEEDING SHALL BE APPLIED AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-260, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.

- PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.
- MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4" MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE. INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES, HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- NATIVE PLANT ESTABLISHMENT.** THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDING AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDING AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAN 3 YEARS AFTER INITIAL SEEDING - ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA
Signature:
Date: 11/17/25 License #: 56346
Drawn: RJR
Designed: RJR
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

PRELIMINARY LANDSCAPE PLAN

L2 of 2

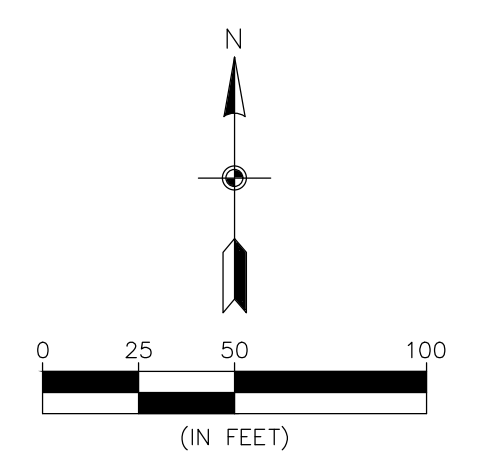


LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
CURB	---	---
BITUMINOUS	---	---
GRAVEL	---	---
CONCRETE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SILT FENCE	---	---
TREE FENCE	---	---
TREE LINE	---	---
TREE SAVE AREA		---
EXISTING OFFSITE TREE AREA		---
TREE REMOVE AREA		---

TREE TOTALS

TOTAL TREE AREA REMOVED	5.26 AC
TOTAL TREE AREA SAVED	2.59 AC
TOTAL TREE AREA	7.85 AC



BENCHMARKS

- Minnesota Department of Transportation
GSID Station #85673 (Name: 1380 BA)
Elev.= 918.62 ft. (NAVD88)
- Minnesota Department of Transportation
GSID Station #85674 (Name: 1380 BB)
Elev.= 915.44 ft. (NAVD88)

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

Drawn: CRM
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

TREE PRESERVATION PLAN

T1 of T1



Prepared By: Ryan Saltis, City Planner, Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/14/2026

Board & Commission: City Council

Subject: Consider Approval of Resolution R-283-2026 approving the Fairway Field Preliminary Plat

Requested Action

Motion to recommend approval of Resolution R-283-2026 approving the Preliminary Plat for Fairway Field, with the included conditions of approval.

Overview / Background

Larry Beach Construction, Inc. (Applicant) has submitted a request for Preliminary Plat and Variance approval for a new residential subdivision known as Fairway Field, located generally at the intersection of 412th Street and Flink Avenue. The Subject Property is currently undeveloped and is guided and zoned for Rural-Residential.

The Preliminary Plat proposes the creation of 13 residential lots (each exceeding 1 acre in lot size), new public streets, stormwater facilities, and associated utilities. Access to the subdivision is provided via 412th Street with two new internal public roadways, including Fairfax Lane and Fairway Court, as shown on the Preliminary Plat and Site Plans.

The applicant has also applied for a variance from required lot depths for lots within Block 2 of the plat.

The applicant has submitted a complete application, including preliminary plat drawings, grading and erosion control plans, utility plans, landscaping, and tree preservation. Final Plat approval is subject to City Council action and completion of all required conditions.

The Planning Commission held a public hearing on Tuesday January 6, 2026 and received general comments regarding access, lot size and density. The Planning Commission recommended approval (4-0) of the preliminary plat for Fairway Field with the following conditions.

1. The Applicant shall address and comply with the City Engineers memo dated December 2, 2025.
2. All public improvements shall be constructed in accordance with City of North Branch standards.
3. A Development Agreement shall be executed prior to Final Plat approval.

Attached is the staff report and preliminary plat,

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-283-2026

A RESOLUTION APPROVING THE REQUEST FOR A PRELIMINARY PLAT FOR THE FAIRWAY FIELD DEVELOPMENT

WHEREAS, the City of North Branch has received an application from Larry Beach Construction, Inc. for Approval of a Preliminary Plat for a residential subdivision known as Fairway Field, located at PID 11.00071.00; and

WHEREAS, the Preliminary Plat proposes the creation of thirteen (13) single-family residential lots, new public streets, and stormwater facilities; and

WHEREAS, the subject property is guided and zoned for Rural Residential development under the City of North Branch Comprehensive Plan and City Code; and

WHEREAS, the Planning Commission reviewed the Preliminary Plat and held a public meeting on January 6th, 2026; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat subject to conditions; and

WHEREAS, the City Council has reviewed the application, Planning Commission staff report, and recommendation of the Planning Commission and the evidence presented at the public hearing on January 6, 2026;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH BRANCH, MINNESOTA;

That the application request for the preliminary plat for the Fairway Field development is hereby APPROVED based upon the following findings:

1. The Preliminary Plat is consistent with the City of North Branch Comprehensive Plan and the RR – Rural Residential zoning district.
2. The proposed subdivision layout, density, and lot configuration are compatible with surrounding land uses and provide safe and appropriate access in accordance with the City’s transportation objectives.
3. The Preliminary Plat meets applicable City Code standards for subdivision design, subject to the conditions of approval, including an approved variance request allowing for a reduction of the minimum lot depth to 200’ on lots 5,6 & 7, Block 2.
4. All public improvements, including streets, utilities, and stormwater facilities, shall be designed and constructed in accordance with City of North Branch standards and are subject to review and approval by the City Engineer.
5. The applicant shall address and comply with the City Engineer’s memorandum dated December 2, 2025.
6. A Development Agreement shall be executed between the applicant and the City prior to

Final Plat approval.

Passed by the City Council of North Branch, Minnesota this 27th day of January, 2026.

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk

Recommended Planning Commission Action

Motion to recommend approval to the City Council, approving the Preliminary Plat and Variance request for Fairway Field, with the conditions of approval listed in this report.

Overview / Background

Larry Beach Construction, Inc. (Applicant) has submitted a request for Preliminary Plat and Variance approval for a new residential subdivision known as Fairway Field, located generally at the intersection of 412th Street and Flink Avenue. The Subject Property is currently undeveloped and is guided and zoned for Rural-Residential.

The Preliminary Plat proposes the creation of 13 residential lots (each exceeding 1 acre in lot size), new public streets, stormwater facilities, and associated utilities. Access to the subdivision is provided via 412th Street with two new internal public roadways, including Fairfax Lane and Fairway Court, as shown on the Preliminary Plat and Site Plans.

The applicant has also applied for a variance from required lot depths for lots within Block 2 of the plat.

The applicant has submitted a complete application, including preliminary plat drawings, grading and erosion control plans, utility plans, landscaping, and tree preservation. Final Plat approval is subject to City Council action and completion of all required conditions.

Issue(s) to Consider

1. Land Use and Zoning
2. Proposed Preliminary Plat
3. Plat Standards and Variance
4. Engineering - Public Streets, Utilities and Stormwater
5. Landscaping and Tree Preservation

Analysis of Issue(s)

1. Land Use & Zoning

The Subject Property is guided **LURR**, per the Comprehensive Plan, and zoned **RR – Rural Residential**.

The Subject Property is guided for low-density residential development under the City's Comprehensive Plan and is zoned consistent with the proposed single-family residential subdivision. The proposed subdivision layout, density, and lot configuration are consistent with the Comprehensive Plan and zoning district requirements.

Land Use and Zoning standards are satisfied.

2. Proposed Preliminary Plat

The Preliminary Plat for Fairway Field proposes to develop the 19.25 acre parcel into a residential subdivision pattern with 13 buildable lots arranged along the two proposed public streets. The plat includes internal circulation via Fairfax Lane and Fairway Court, with direct access to 412th Street. By exclusively providing access from 412th Street, this will ensure safety of vehicle traffic along Flink Avenue and better fits with the city’s transportation plan to limit driveway and road access from Major Collector designated roadways.

Fairfax Lane is proposed to extend north from 412th Street and create a temporary cul-de-sac at the end to accommodate vehicle turn around radiuses. Fairway Court also extends north from 412th Street, aligning this proposed roadway directly with Nottingham Rd to the south.

Lots 1-4 of Block 1 and Lots 1-3 of Block 2 will be accessible by Fairfax Lane while lots 4-9 of Block 2 are accessible from Fairway Court.

Drainage and Utility easements are labeled and shown along each lot perimeter.

3. Plat Standards and Variance

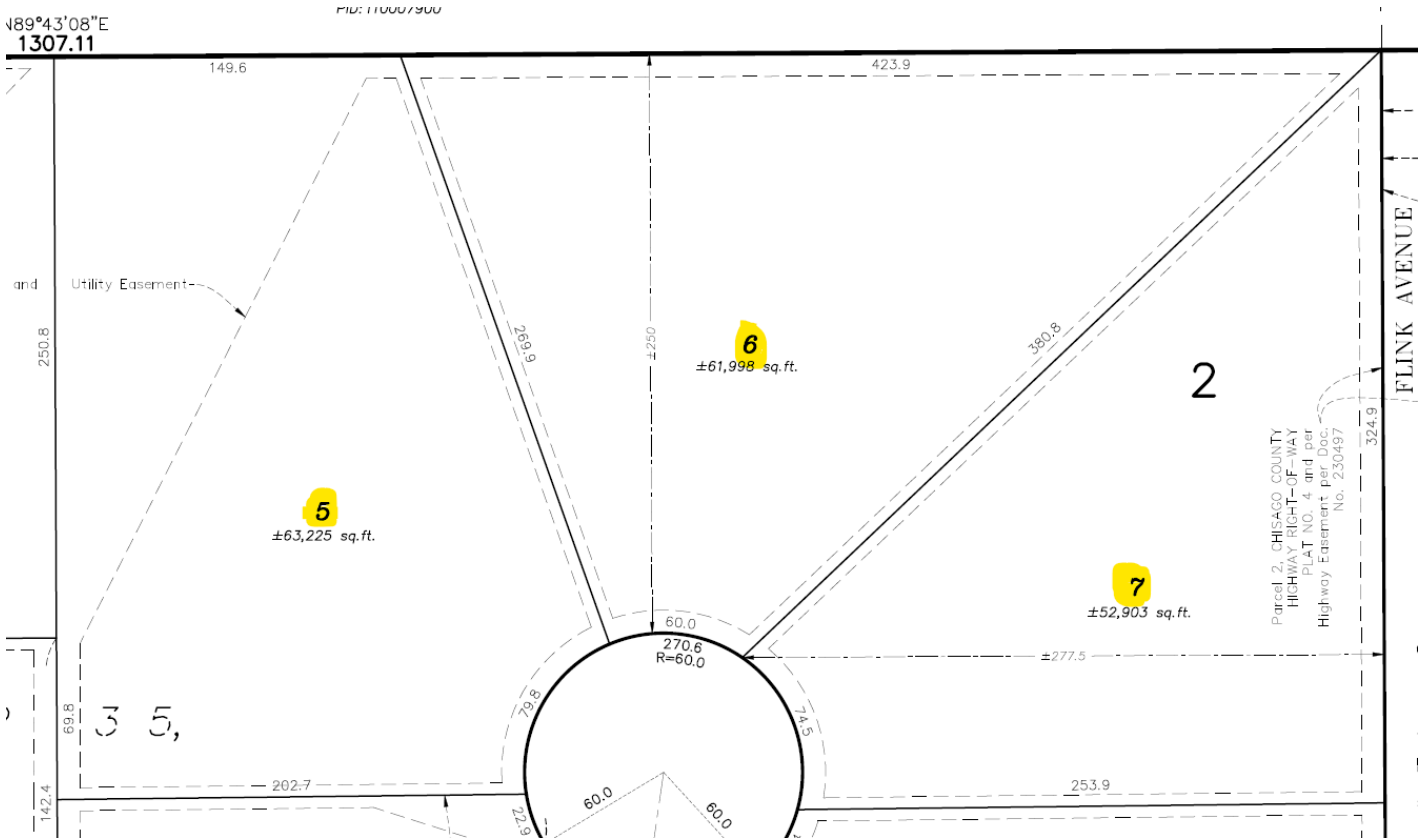
Lots created by plat are required to meet minimum lot area, width, and depth requirements as established by City Code for the applicable zoning district. The lots created through this platting process are required to meet the following:

Type	Lot Standards		
	Area (sf)	Width	Depth
RR – Rural Residential	1 acre buildable	110'	300'

After review of each individual lot in the preliminary plat, it was found that the minimum required lot depths would not be met for lots 5, 6, and 7 of Block 2. The applicant has applied for a variance to reduce the minimum lot depth requirement from 300 feet to 200 feet. The reasons for the reduced lot depths are due to the irregularity in lot dimensions/shapes, road configurations and elevations of the site.

Type	Area (sf)	Lot Standards	
		Minimum Depth	Depth (Proposed)
Lot 5, Block 2	63,225	300'	202'
Lot 6, Block 2	61,998	300'	250'
Lot 7, Block 2	52,903	300	277'

These lots are shown below:



All other lots meet the minimums for the RR, Rural Residential Zoning District.

In considering all requests for variances, appeals, amendments or conditional use permits, the planning agency and the city council shall make a finding of fact. Its judgment shall be based upon, but not limited to the following factors:

1. Relationship to the city's comprehensive plan;
2. The geographical area involved;
3. The character of the surrounding area;
4. The availability and design capacities of existing or proposed utilities;
5. Whether such a request will tend to or actually depreciate the surrounding area;
6. Whether the request will place an undue financial burden on the city;
7. Whether the request will impair an adequate supply of light and air to adjacent property;
8. Whether the request will unreasonably increase the congestion in the public right-of-way;
9. Whether the request will increase the danger of fire or endanger the public safety;
10. Whether the request is consistent with the spirit and intent of this division.

Sec 66-65 Conditions On Approval

(a) The planning commission and the city council may not permit as a variance any use that is not permitted under this division for property in the zone where the affected person's land is located. A variance is a modification or variation of the provisions of this zoning code as applied to a specific piece of property. Variances shall only be permitted:

- 1) When they are in harmony with the general purposes and intent of the ordinance; and
- 2) When the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying

with the zoning ordinance.

"Practical difficulties," as used in connection with the granting of a variance, means that:

- a. The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;
- b. The plight of the landowner is due to circumstances unique to the property not created by the landowner; and
- c. The variance, if granted, will not alter the essential character of the locality.

Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

City staff agrees that the reduction of lot depths was in part due to other city regulations and imperative design decisions such as the placement of Fairway Court and road sizes/ROW requirements. Due to the size of these lots (1 acre +), eliminating driveway/internal road access from Flink Ave, as well as the placement of future houses on the intended lots, staff would support the decision to grant a reduction in lot depths in this scenario.

4. Engineering – Public Streets, Utilities and Stormwater

The Preliminary Plat proposes new public streets designed to City of North Branch standards, including pavement width, right-of-way dedication, and cul-de-sacs. All streets will be dedicated to the City upon Final Plat approval.

Lots will be served by private well and septic as the parcel boundary is located outside of the city's designated Urban Service Area. Stormwater management is addressed through on-site drainage and utility easements. All public improvements are subject to review and approval by the City Engineer and will require a Development Agreement. The Engineering report for this project is attached to this report.

The developer of the site is expected to enter into a Development Agreement with the City to meet these standards and specifications for the new Right-Of-Way.

5. Landscaping and Tree Preservation

The Applicant has submitted a Preliminary Landscape Plan, Tree Preservation Plan, and Livability Plan as required by City Code. These plans illustrate boulevard trees, buffer plantings, stormwater vegetation, and preservation of existing tree stands where feasible. Landscaping plans show 12 new White Pine trees proposed along Flink Ave as well as 7 Balsam Firs and 12 Black Hills Spruce planted parallel to 412th Street for coniferous buffering. Deciduous trees are proposed for each lot and will meet the city's landscaping requirements for at minimum one tree per lot.

There will be extensive areas of tree removal for this development. The removal plan illustrates 5.26 Acres of total tree area removed while leaving 2.59 Acres of total tree area saved. Tree removal areas are in spaces designated for building pads, driveways, right-of-way and well/septic areas. Trees will be preserved around perimeters of Falcon Ave, Flink Ave, and properties to the north of the development.

Staff Recommendation

City staff recommends approval of the Preliminary Plat and Variance request for Fairway Field with conditions as stated.

Recommended Planning Commission Action

Motion to recommend approval to City Council, approving the Preliminary Plat for Fairway Field, with the following conditions:

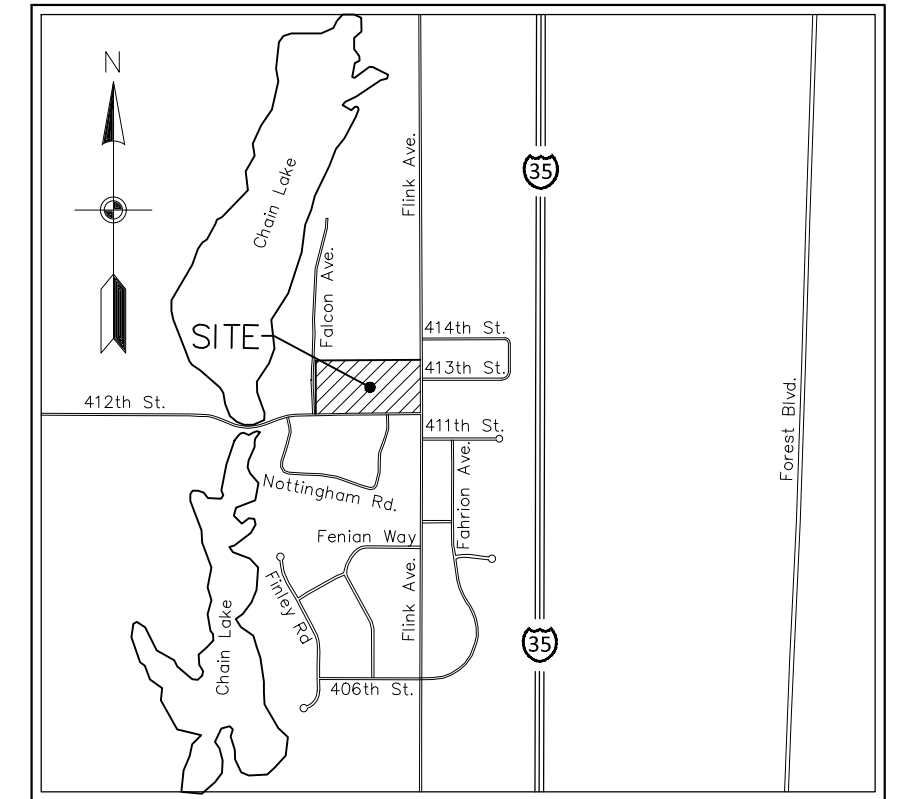
1. The Applicant shall address and comply with the City Engineers memo dated December 2, 2025.
2. All public improvements shall be constructed in accordance with City of North Branch standards.
3. A Development Agreement shall be executed prior to Final Plat approval.

Motion to recommend approval to City Council, approving the Variance to reduce lot depths for Fairway Field, with the following conditions:

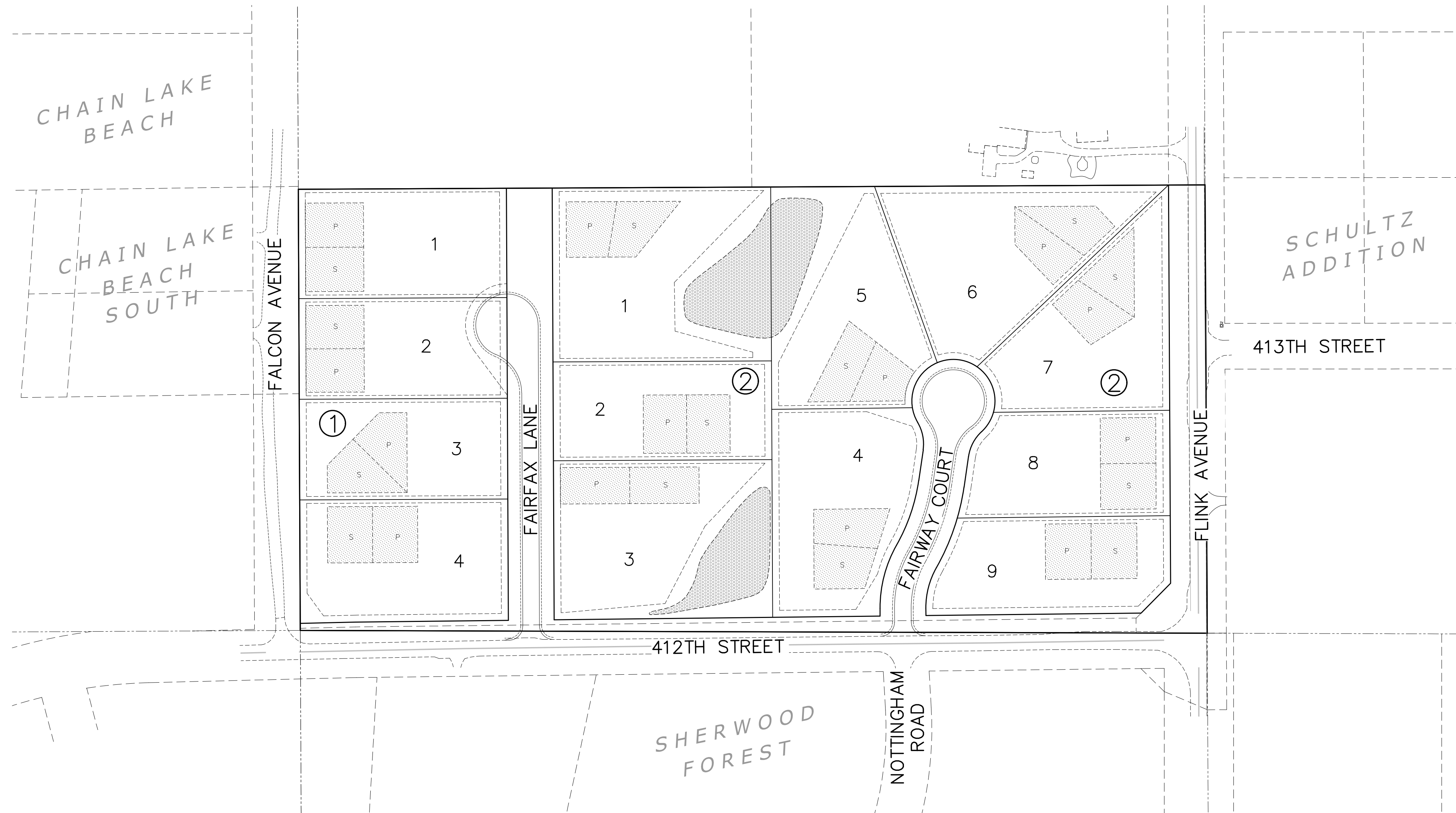
1. The minimum lot depths for Block 2, Lots 5, 6, and 7 must be at least 200 feet.

FAIRWAY FIELD

NORTH BRANCH, MINNESOTA

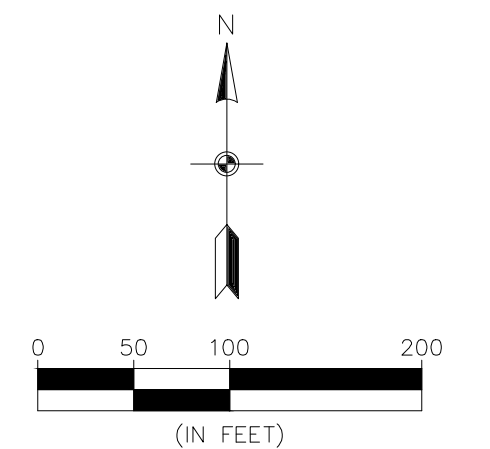


VICINITY MAP
NOT TO SCALE



SHEET INDEX

- 1. COVER
- 2. EXISTING CONDITIONS
- 3. PRELIMINARY SITE
- 4. PRELIMINARY SITE & UTILITY PLAN
- 5. PRELIMINARY GRADING & EROSION CONTROL PLAN
- 6-7. DETAILS
- B1-B2. LIVABILITY PLAN
- L1-L2. LANDSCAPE PLAN
- T1. TREE PRESERVATION PLAN



BENCHMARKS	
1.	Minnesota Department of Transportation GSID Station #85673 (Name: 1380 BA) Elev.= 918.62 ft. (NAVD88)
2.	Minnesota Department of Transportation GSID Station #85674 (Name: 1380 BB) Elev.= 915.44 ft. (NAVD88)

CALL BEFORE YOU DIG

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Know what's below.
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The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of CI/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

CARLSON ENGINEERING

ENGINEERING
SURVEYING
PLANNING

3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

Drawn: CRM
Designed: ADB
Date: 11/17/25

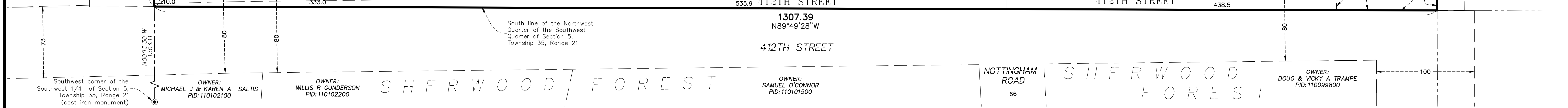
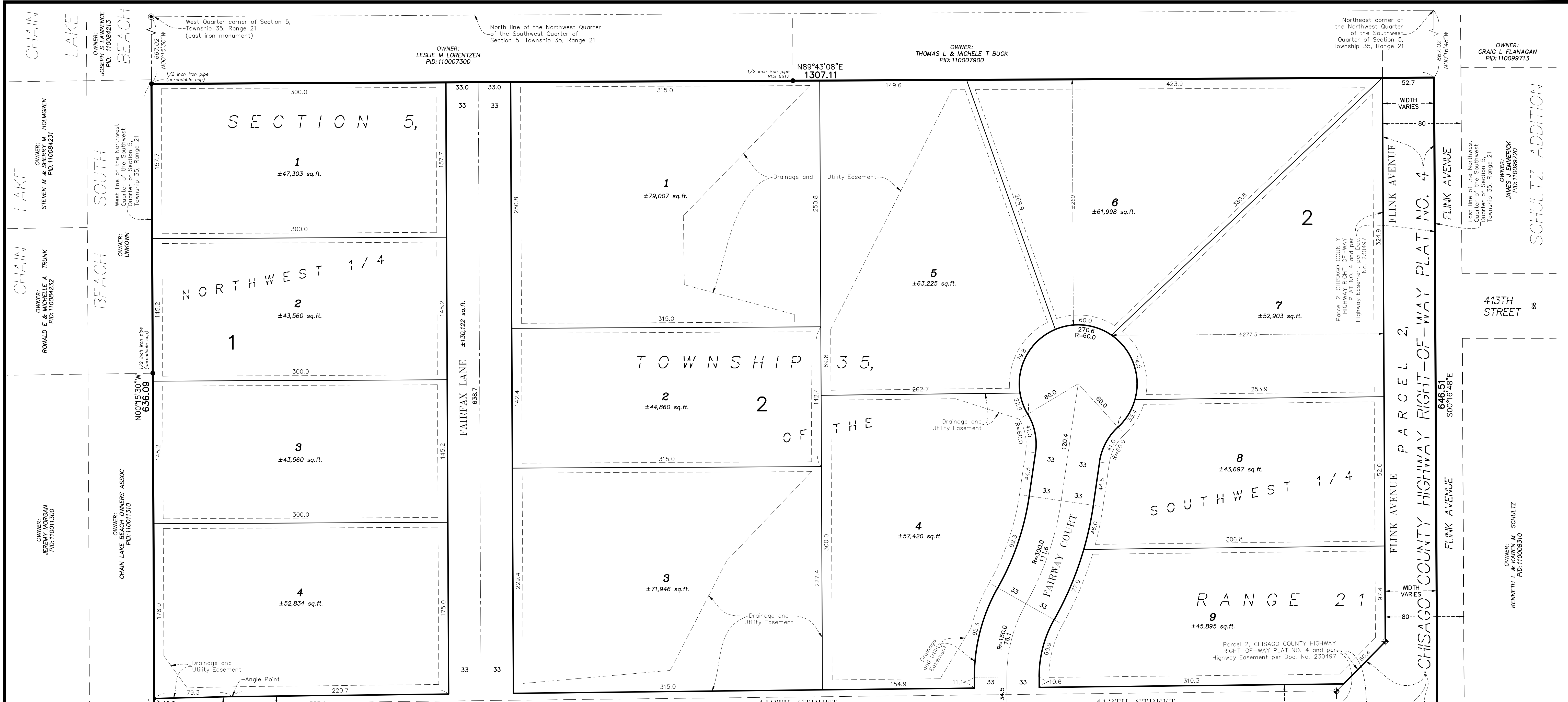
Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

COVER

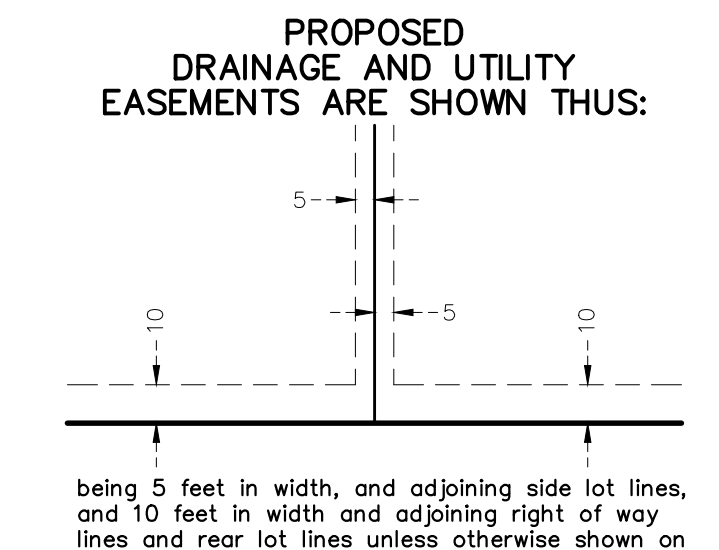
1 of 7



PARCEL DESCRIPTION:
 (Per Schedule A of Title Commitment File No. 717468, with a commitment date of July 23, 2025 at 7:00 A.M., prepared by Land Title, Inc. as issuing agent for Old Republic National Title Insurance Company)
 All that part of the Northwest Quarter of the Southwest Quarter (NW1/4 of SW1/4), Section Five (5), Township Thirty-five (35), Range Twenty-one (21), lying South of a line 667 feet (667.02 feet measured along the east and west 40 lines) South of, parallel to and measured at right angles from the north line of said NW1/4 of SW 1/4, Chisago County, Minnesota.
 (abstract property)
GENERAL NOTES:
 1) Bearings shown hereon are based on the South line of the Northwest Quarter of the Southwest Quarter, which is assumed to bear N89°49'28\"/>

SITE DATA

TOTAL SITE AREA	±19.25 AC.	UTILITIES	SEPTIC/WELL
TOTAL ROW AREA	±2.99 AC.		
TOTAL LOT AREA	±16.26 AC.	MINIMUM RESIDENTIAL SETBACK DATA:	
SMALLEST LOT	±43,560 S.F.	FRONT	40 FT.
LARGEST LOT	±79,007 S.F.	SIDE	10 FT.
AVERAGE LOT	±54,478 S.F.	REAR SETBACK	30 FT.
TOTAL NUMBER OF LOTS	13	412TH STREET	50 FT.
		FLINK AVE	50 FT.
GROSS DENSITY	0.68 LOTS/AC.	MIN. BUILDABLE (WITHIN USA)	1.0 AC.
EXISTING ZONING	RR/SL	MIN. LOT WIDTH (AT SETBACK)	110 FT.

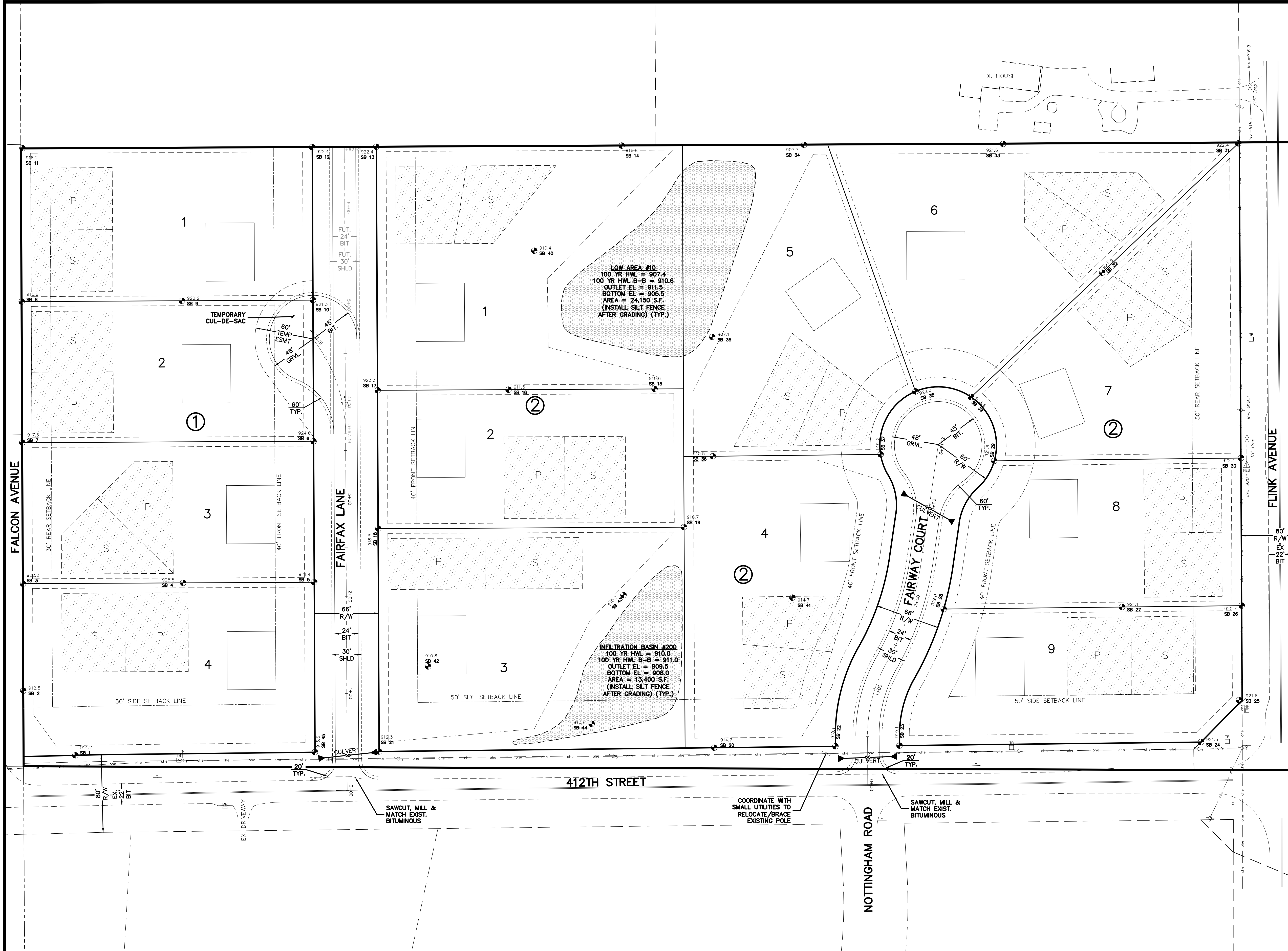


LEGEND

- - Denotes Chisago County Section Monument, as noted
- ⊕ - Denotes Found Iron Monument, as noted
- - - - - Denotes Found Chisago Right of Way Monument with aluminum Cap

(SCALE IN FEET)

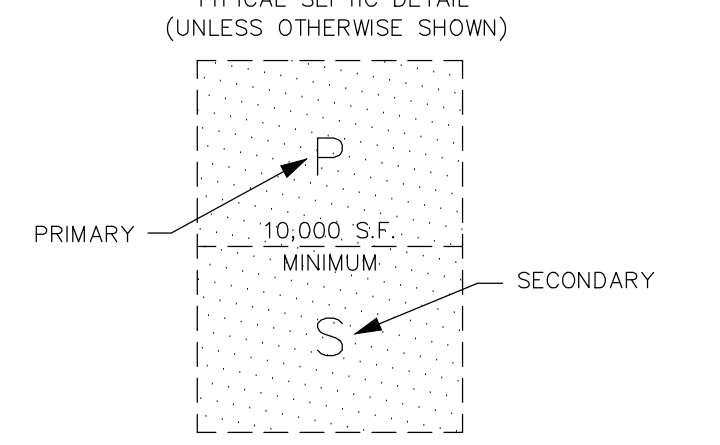
	3890 PHEASANT RIDGE DR NE SUITE 100 BLAINE, MN 55449 TEL 763.489.7900 FAX 763.489.7959 CARLSON-ENGINEERING.COM	I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota Print Name: Thomas R. Balluff, L.S. Signature: <i>Thomas R. Balluff</i> Date: 11/17/25 License #: 40361	DRAWN BY: NJS ISSUE DATE: 11/17/25 FILE NO.: 2931	LARRY BEACH CONSTRUCTION, INC. 4731 - 400th Street N. North Branch, Minnesota 55056	FAIRWAY FIELD North Branch, Minnesota	PRELIMINARY PLAT	3 of 7
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SITE PLAN LEGEND

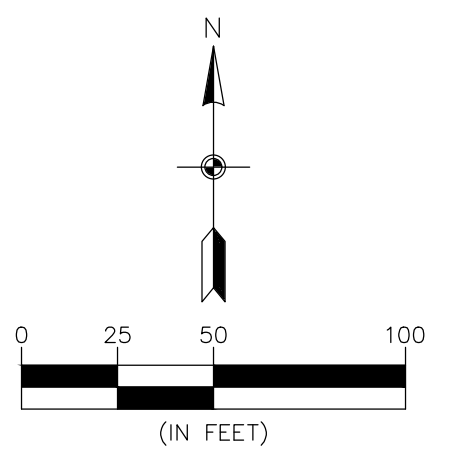
EXISTING	PROPOSED
LIGHT POLE	
MISCELLANEOUS SIGN	
EXISTING SPOT ELEVATION	
EXISTING TREE	
TELEVISION BOX	
ELECTRIC BOX	
GAS METER	
CATCH BASIN	
ELECTRIC METER	
MAIL BOX	
TELEPHONE BOX	
UTILITY POLE	
FLARED END SECTION	
STORM MANHOLE	
SOIL BORING/TEST HOLE	
PROPERTY LINE	
EASEMENT LINE	
SETBACK LINE	
WETLAND	
UNDERGROUND TELEPHONE	
UNDERGROUND ELECTRIC	
UNDERGROUND FIBER OPTIC	
UNDERGROUND GAS	
OVERHEAD ELECTRIC	
STORM SEWER	
EXISTING FENCE AS NOTED	
BITUMINOUS SURFACE	
GRAVEL SURFACE	

SEPTIC DETAIL



NOTE: PROPOSED SEPTIC SITE CORNERS TO BE MARKED WITH STEEL FENCE POSTS & RIBBONED OFF PRIOR TO CONSTRUCTION

GENERAL NOTES:
1. A MINIMUM 15" CMP CULVERT WILL BE REQUIRED FOR ALL DRIVEWAYS THAT HAVE A SWALE DRAINING ACROSS IT.



BENCHMARKS

- Minnesota Department of Transportation
GSID Station #85673 (Name: 1380 BA)
Elev. = 918.62 ft. (NAVD88)
- Minnesota Department of Transportation
GSID Station #85674 (Name: 1380 BB)
Elev. = 915.44 ft. (NAVD88)

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

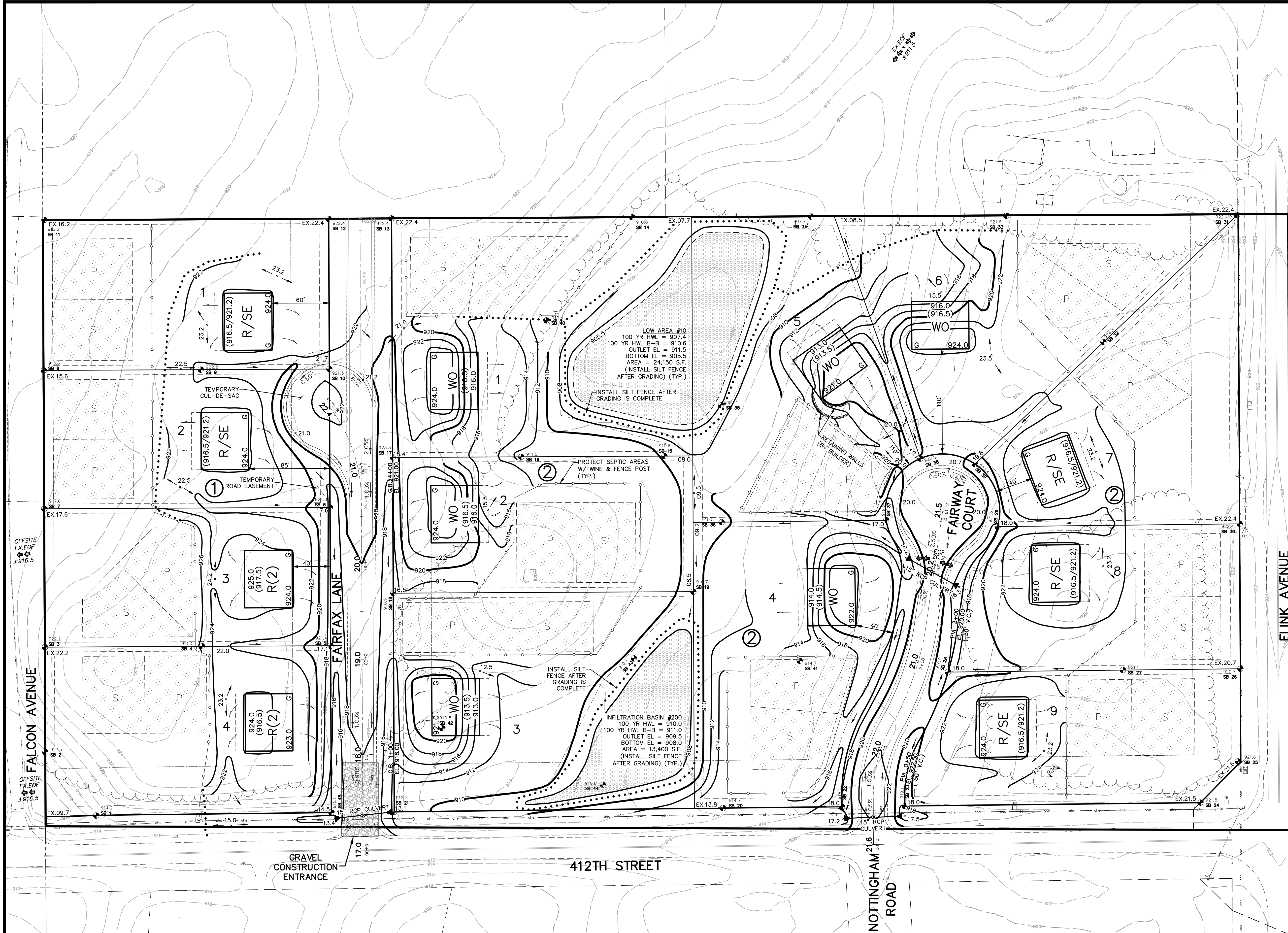
Drawn: CRM
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

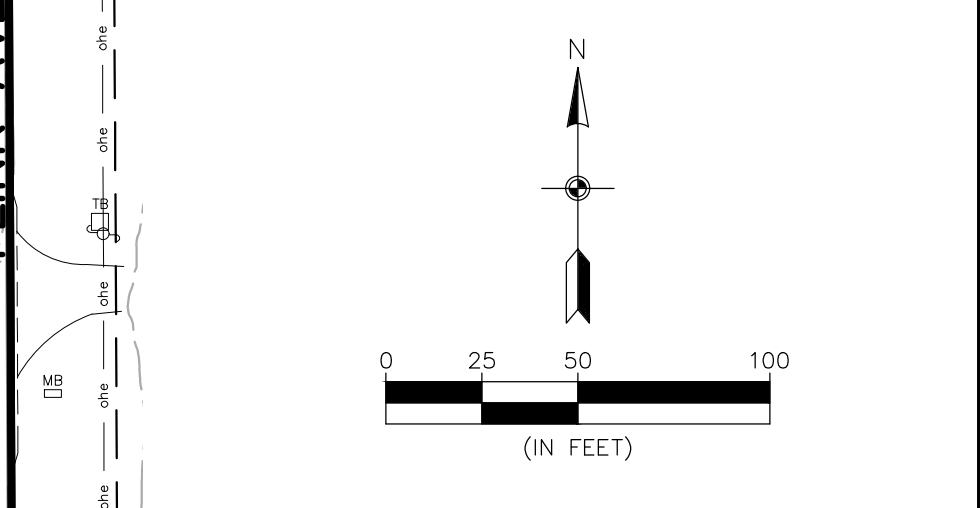
PRELIMINARY SITE & UTILITY PLAN



GRADING PLAN LEGEND	
EXISTING	PROPOSED
PROPERTY LINE	---
EASEMENT LINE	- - - -
CURB LINE	====
BITUMINOUS	▨
CONCRETE	▩
10' CONTOUR	---910---
2' CONTOUR	---908---
WETLAND LINE	~~~~~
STORM SEWER	---<<---
OVERHEAD ELECTRIC	---o---o---
STORM CATCH BASIN	⊙
STORM MANHOLE	⊙
OUTLET CONTROL STRUCTURE	⊙
HYDRANT	⊙
GATE VALVE	⊙
MANHOLE	⊙
TELEPHONE BOX	⊙
TELEVISION BOX	⊙
POWER POLE	⊙
RETAINING WALL	▬
FENCE	▬
SPOT ELEVATION (CURB ELEVATIONS ARE TO GUTTER LINE)	00.0
EMERGENCY OVERTFLOW	⊙
SILT FENCE	⊙
PROTECT SEPTIC W/ TWINE	⊙
TREELINE	⊙
SOIL BORING	⊙

WETLAND SUMMARY
THERE ARE NO PROPOSED WETLAND IMPACTS

- 413TH STREET**
- NOTES**
- PROPOSED PADS ARE FOR REFERENCE AND ALL WILL BE CUSTOM GRADED LOTS. THE DRIVEWAY LOCATIONS, WELLS AND SEPTIC LOCATIONS WILL BE PROVIDED BY THE BUYER.
 - AT MINIMUM THE DRIVEWAY CULVERTS SHALL BE 15" CMP IF A CULVERT IS REQUIRED (FIELD VERIFY).
 - PROPOSED SEPTIC SITE CORNERS TO BE MARKED WITH FENCE POSTS AND RIBBONED OFF PRIOR TO CONSTRUCTION.



BENCHMARKS
1. Minnesota Department of Transportation GSD Station #85673 (Name: 1380 BA) Elev = 918.62 ft. (NAVD88)
2. Minnesota Department of Transportation GSD Station #85674 (Name: 1380 BB) Elev = 915.44 ft. (NAVD88)

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Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

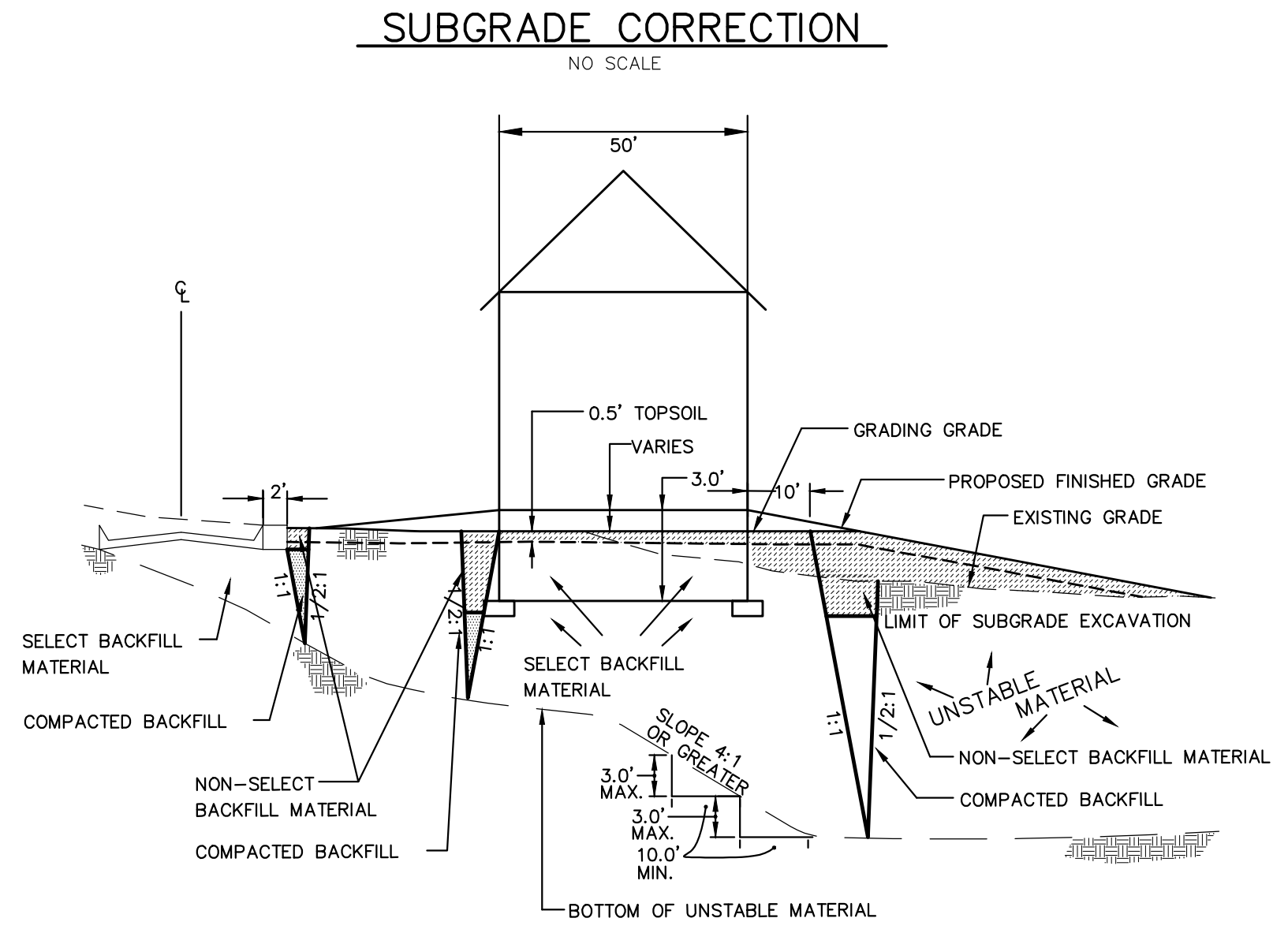
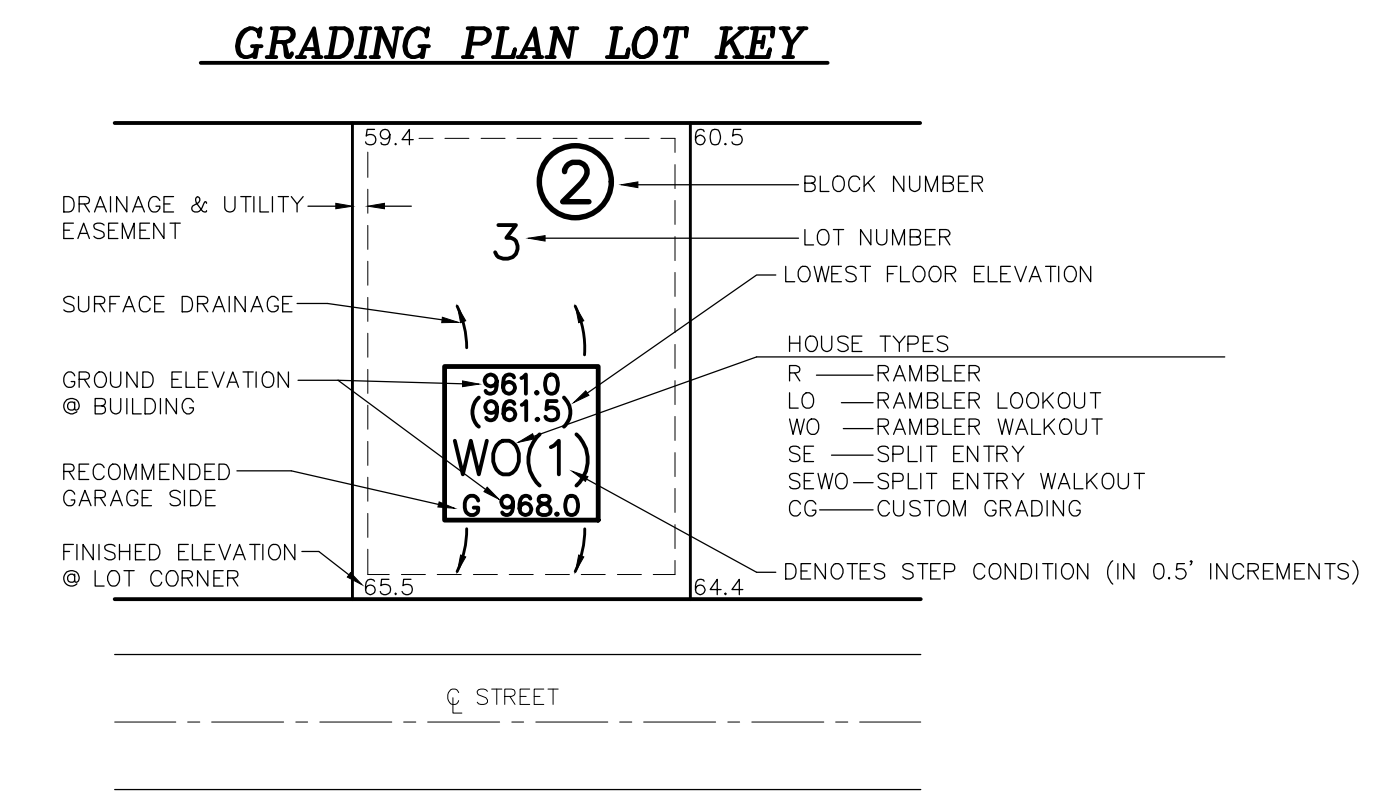
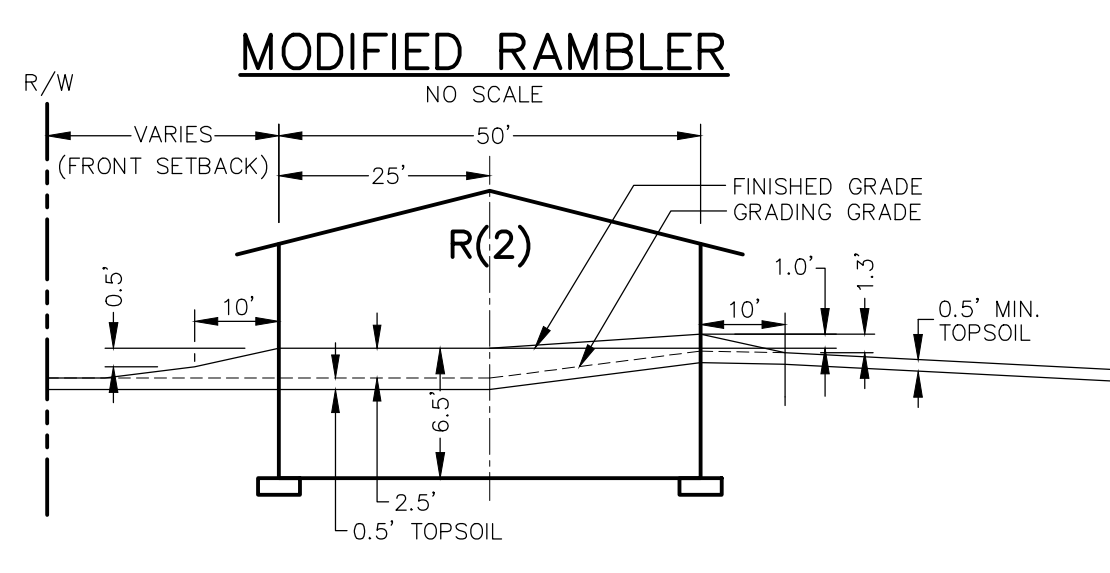
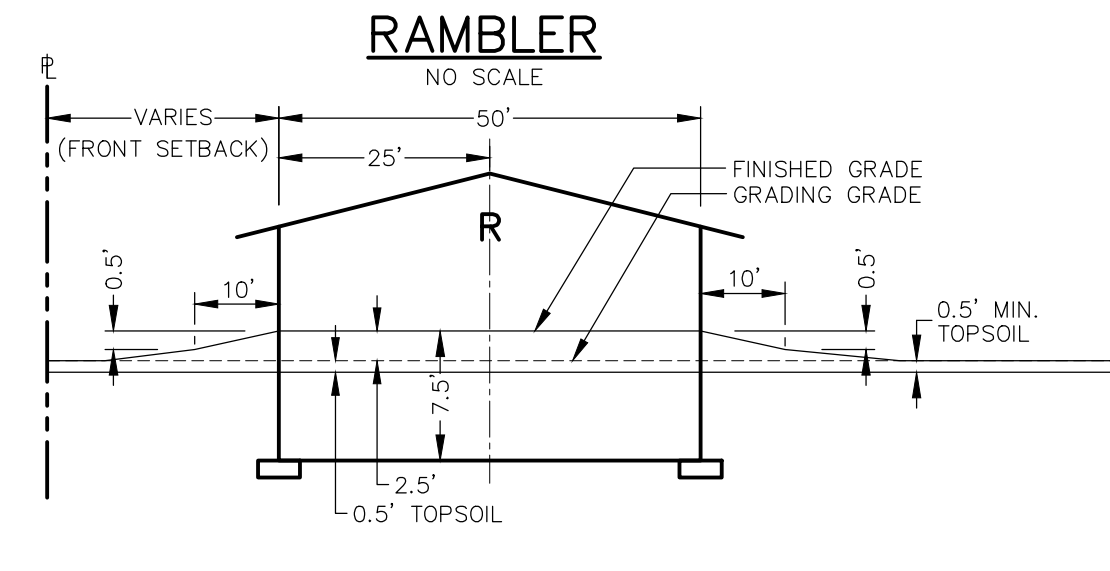
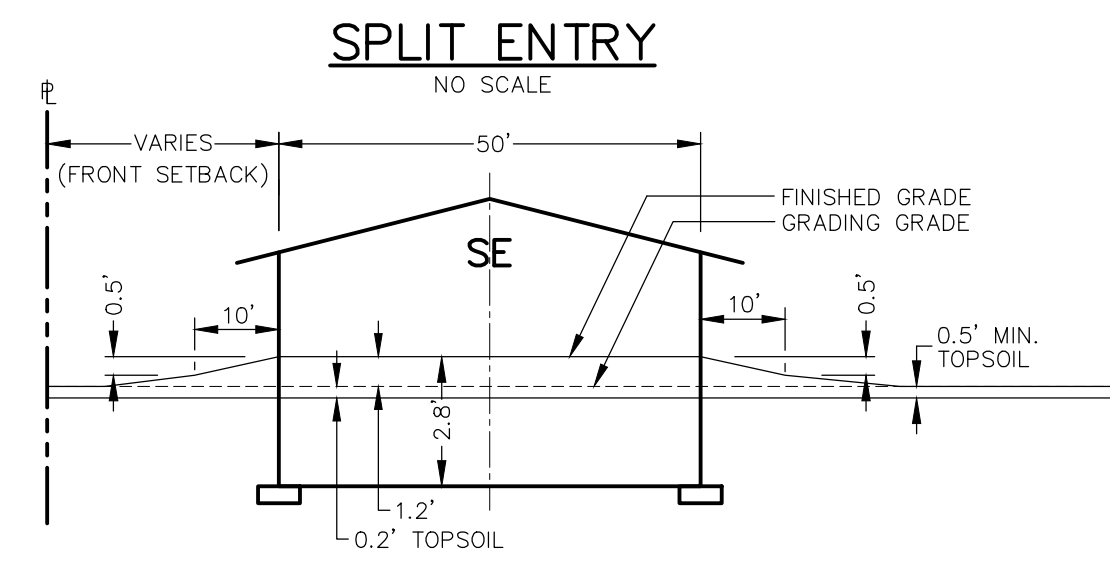
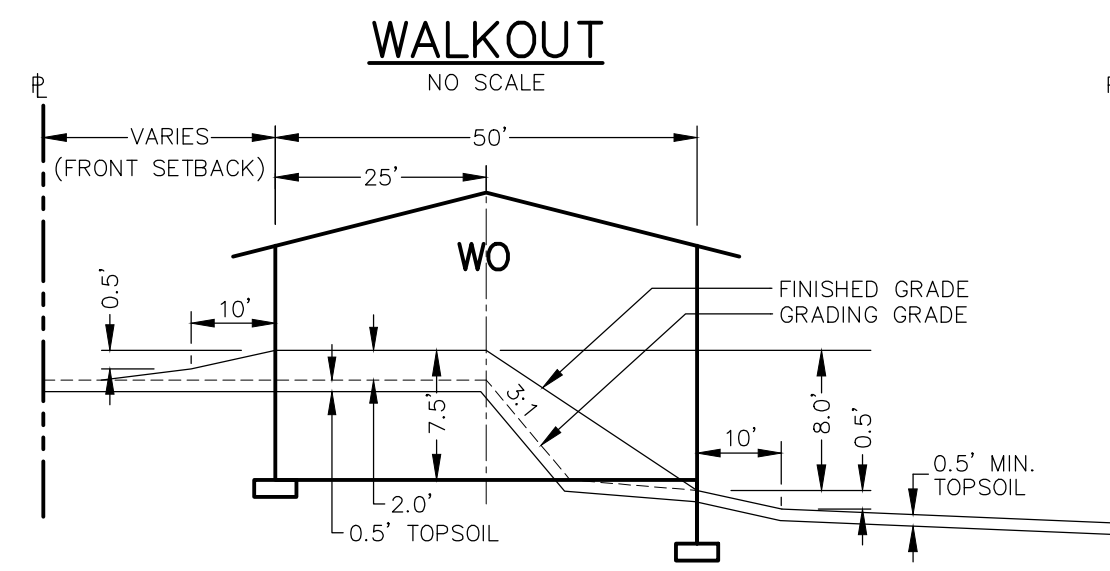
Drawn: CRM
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

PRELIMINARY GRADING & EROSION CONTROL PLAN



TURF ESTABLISHMENT

TURF ESTABLISHMENT SHALL APPLY TO ALL DISTURBED AREAS AND SHALL BE ACCORDING TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (LATEST EDITION) EXCEPT AS MODIFIED BELOW.

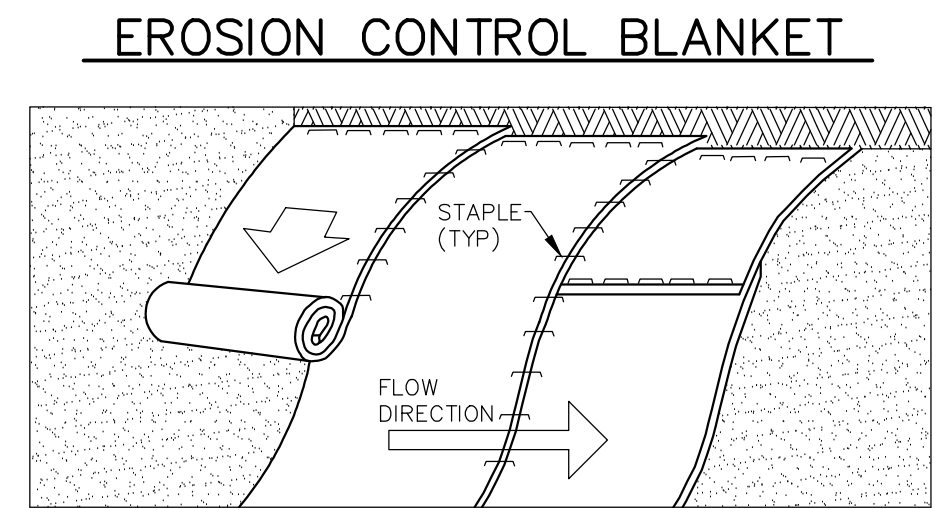
TURF ESTABLISHMENT SHALL OCCUR AS SOON AS POSSIBLE BUT IN NO CASE MORE THAN 7 DAYS.

SEED: MNDOT MIXTURE 25-141 AT 60 POUNDS PER ACRE.

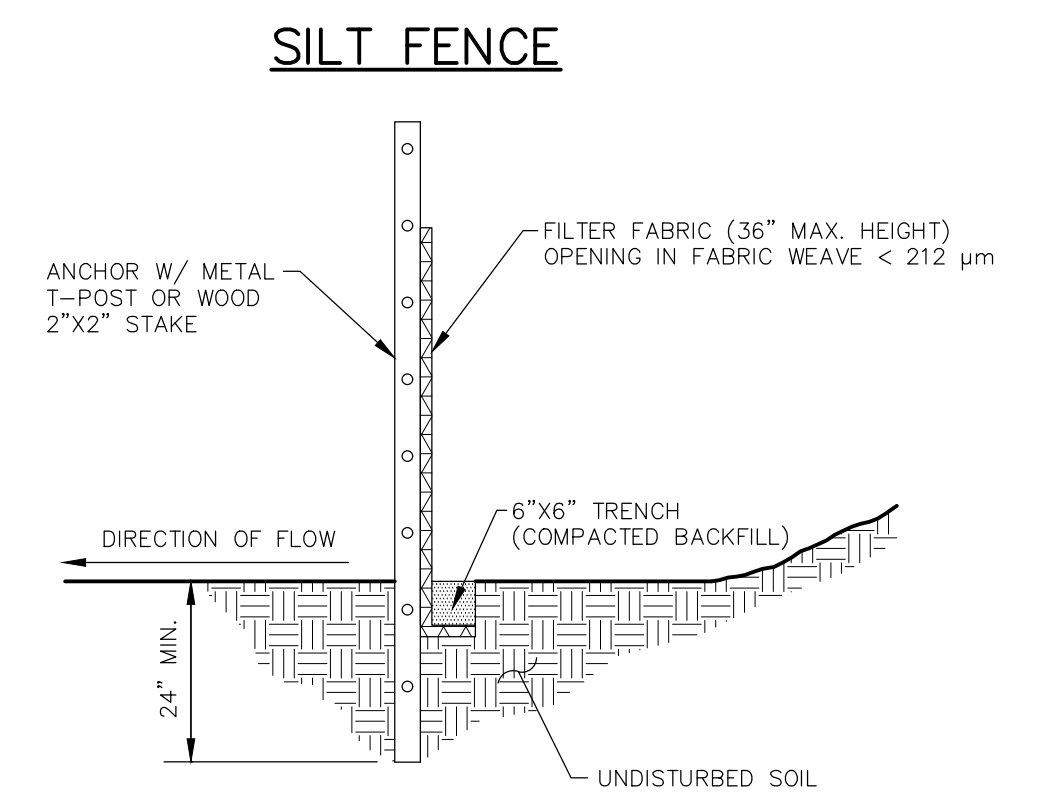
DORMANT SEED: SHALL BE APPLIED AT TWICE THE NORMAL RATE AFTER NOVEMBER 1ST.

MULCH: TYPE 1 AT 2 TONS PER ACRE (DISK ANCHORED).

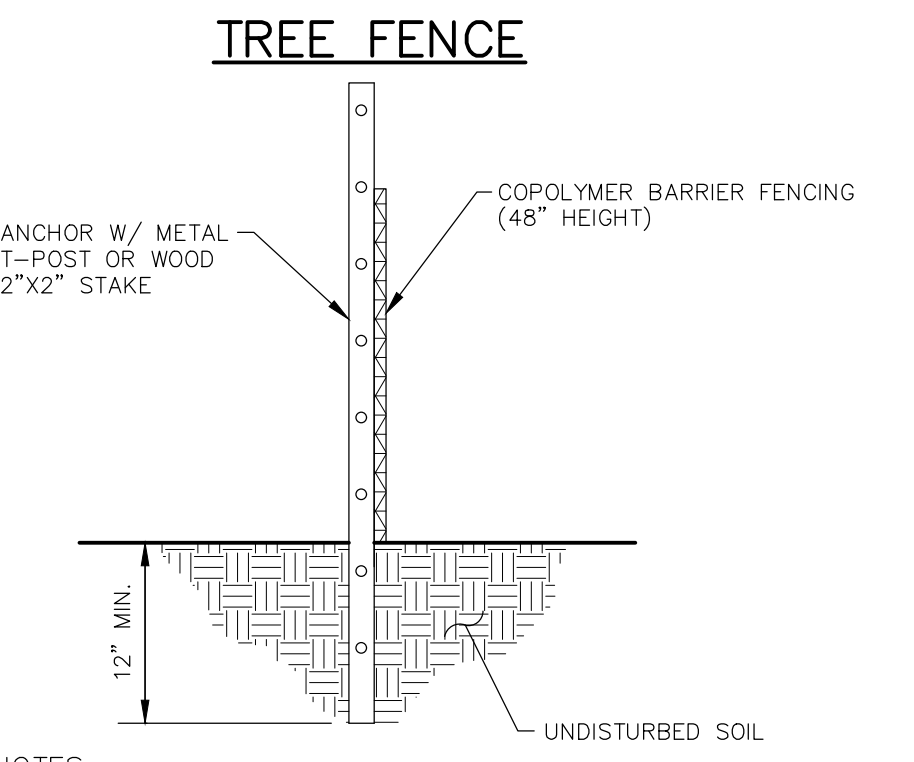
FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.



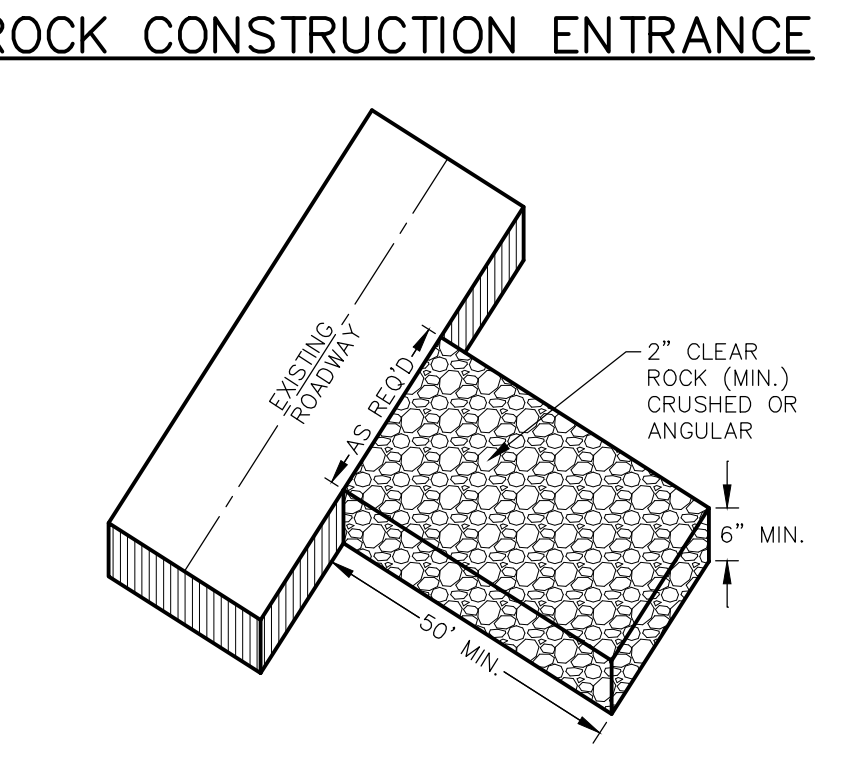
- NOTES:
- PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF LIME, FERTILIZER AND/OR SEED.
 - BEGIN AT THE TOP OF THE SLOPE (OR CHANNEL) BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
 - ROLL THE BLANKETS DOWN (STARTING DOWNSTREAM PROCEEDING UPSTREAM) HORIZONTALLY ACROSS THE SLOPE.
 - THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH A MINIMUM 4" OVERLAP.
 - WHEN BLANKETS MUST BE SPLICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH MINIMUM 6" OVERLAP. USE A DOUBLE ROW OF STAGGERED STAPLES 4" APART TO SECURE BLANKETS.
 - IN HIGH FLOW CHANNEL APPLICATIONS, A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A ROW OF STAPLES 4" APART OVER ENTIRE WIDTH OF THE CHANNEL. PLACE A SECOND ROW 4" BELOW THE FIRST ROW IN A STAGGERED PATTERN.
 - THE TERMINAL ENDS OF THE BLANKETS MUST BE ANCHORED IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

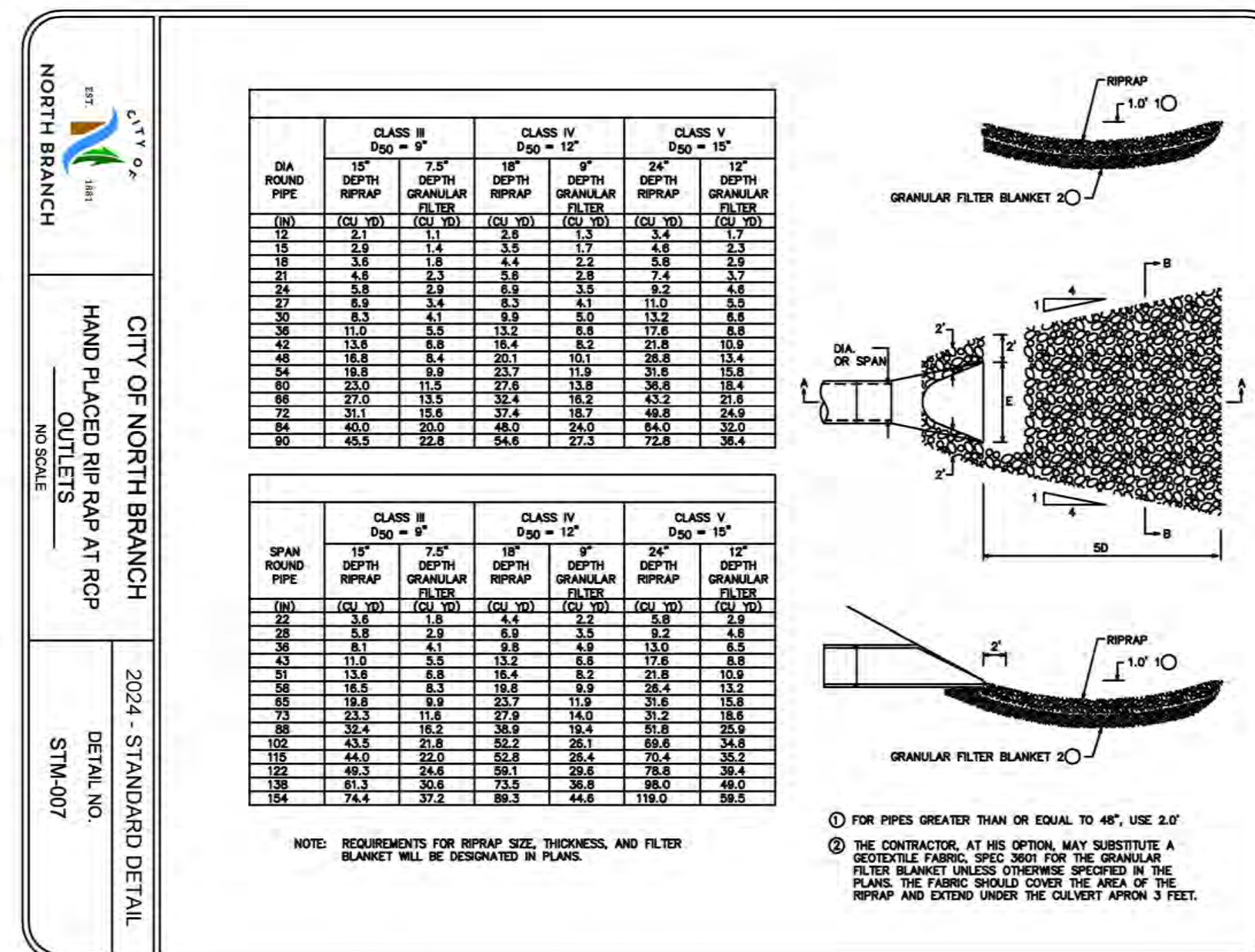
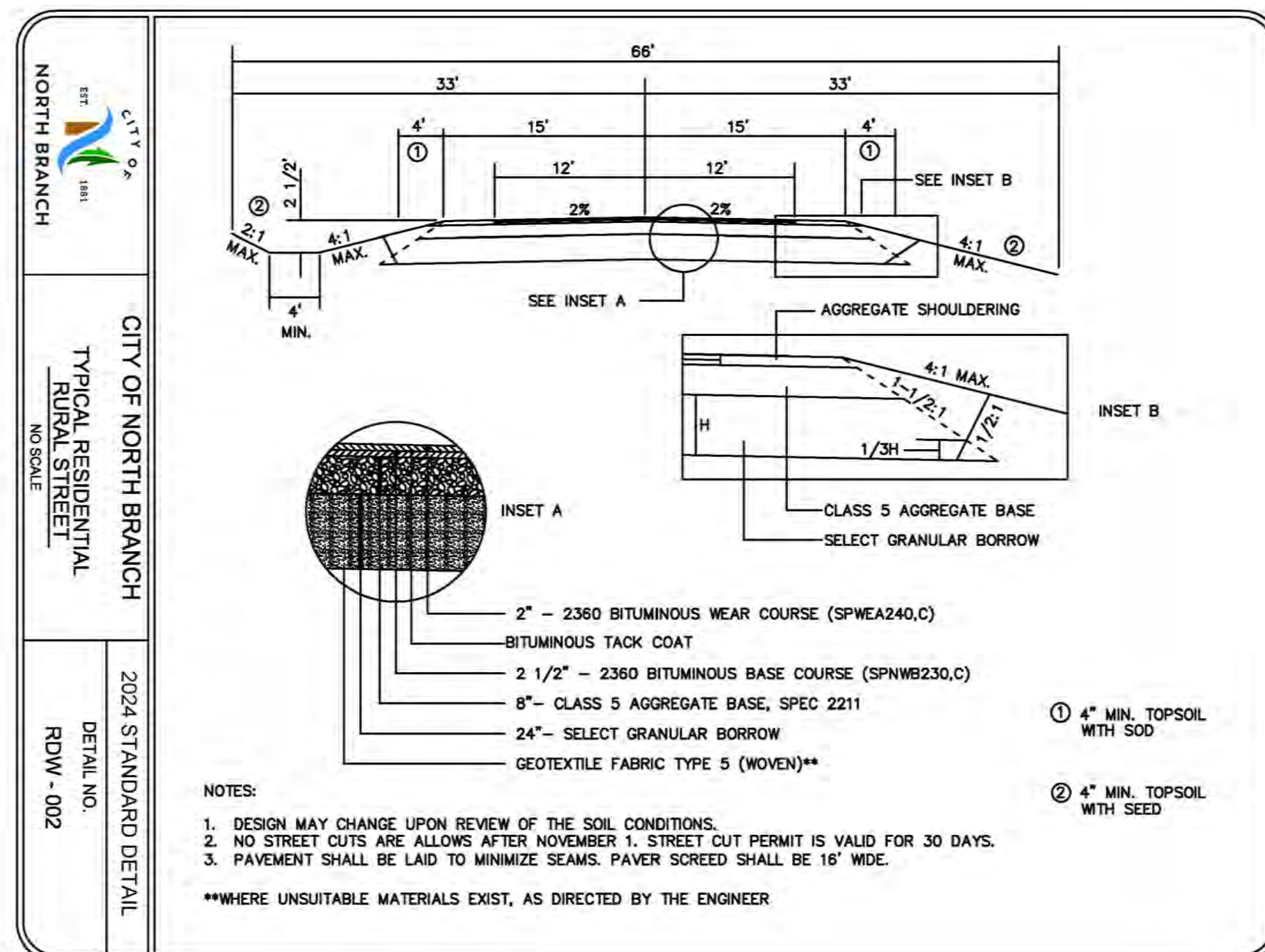
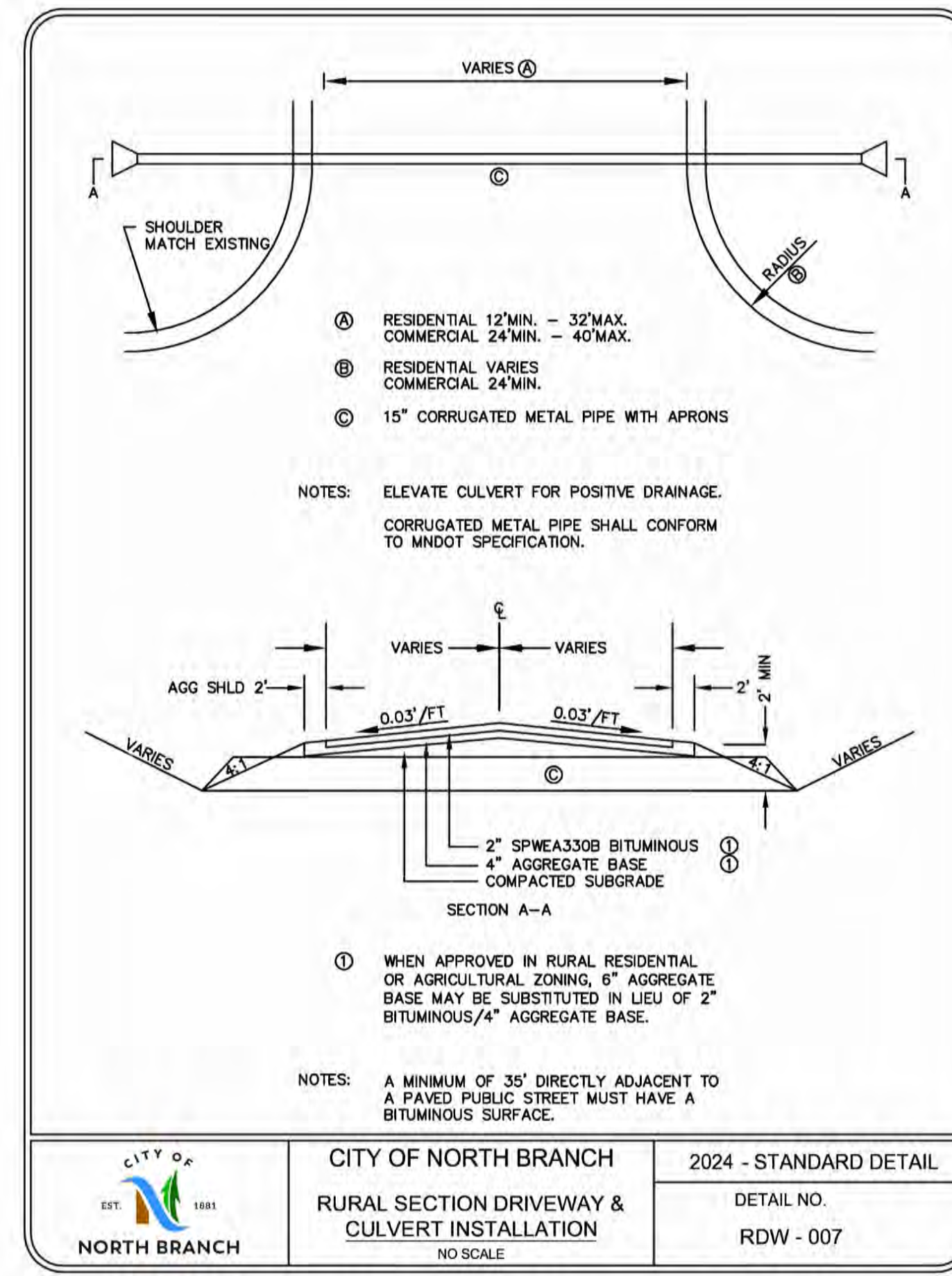
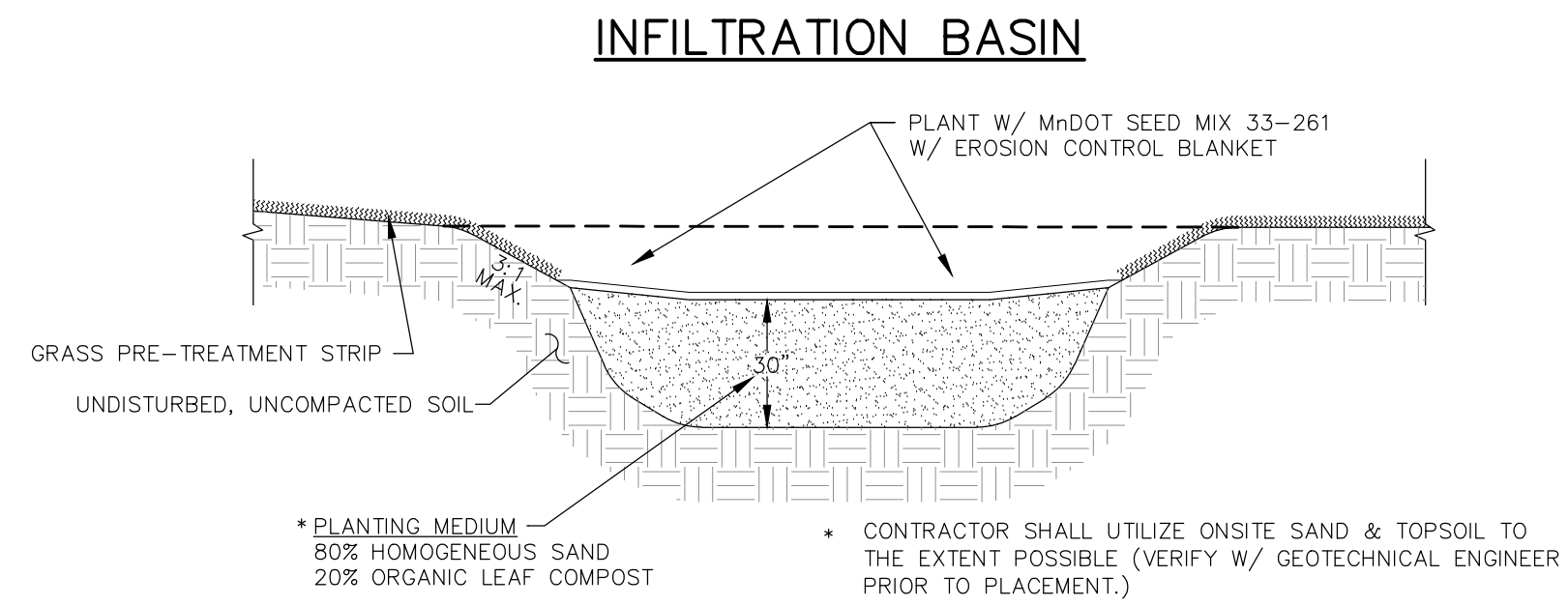


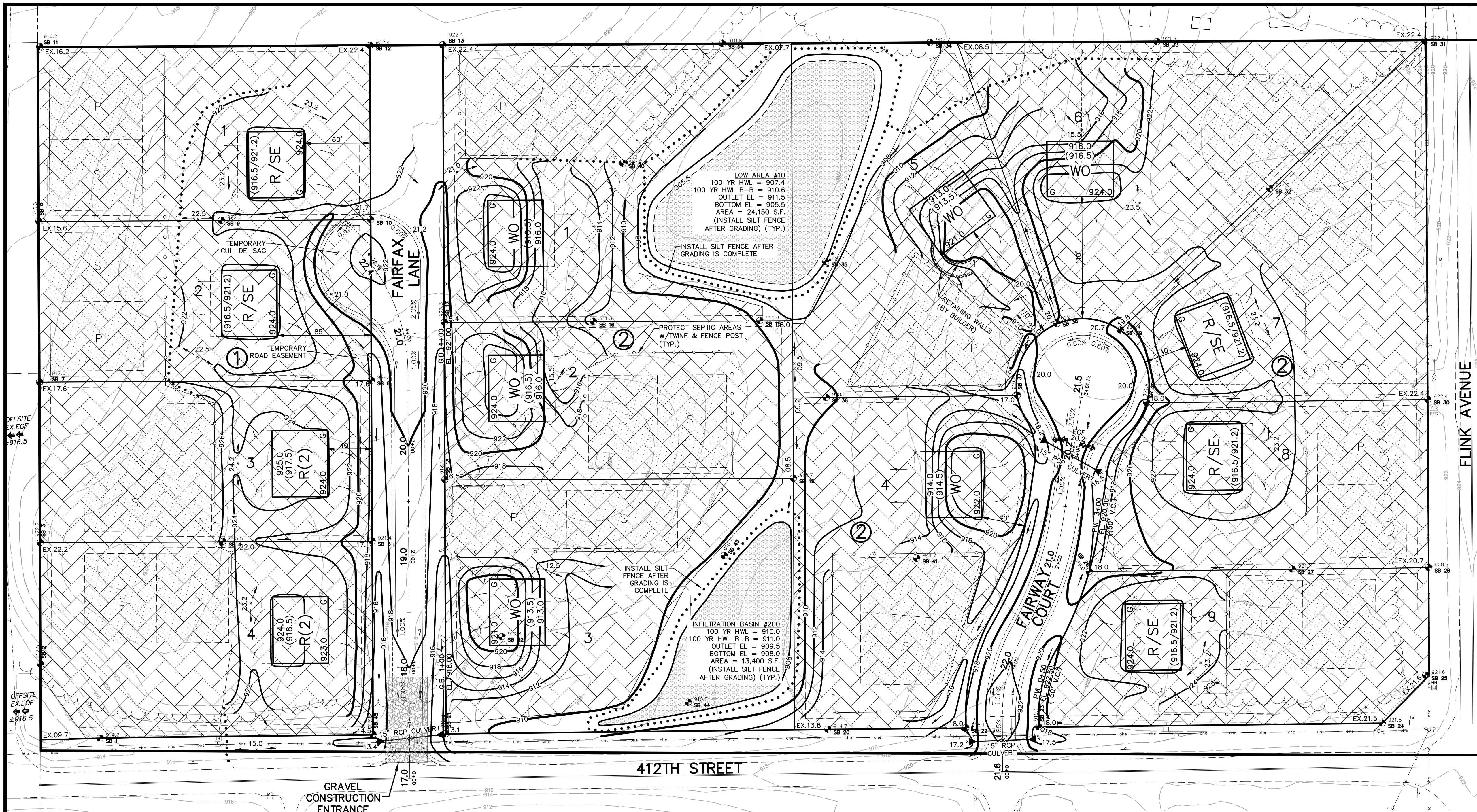
- NOTES:
- DIG A 6"X6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
 - DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
 - POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
 - LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"X6" TRENCH.
 - SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
 - SEE MNDOT SPECIFICATIONS 2573 & 3886.



- NOTES:
- TREE FENCING SHALL BE PLACED A MINIMUM OF 1 FOOT PER CALIPER INCH OF TREE DIAMETER FROM TREE(S) THAT IS/ARE TO BE SAVED.
 - ANCHOR POST MAY BE SPACED UP TO 10 FEET APART.
 - SECURELY ATTACH TREE FENCE TO ANCHOR POSTS W/ MINIMUM OF TWO ATTACHMENTS PER POST.
 - SEE MNDOT SPECIFICATION 2572.







GRADING PLAN LEGEND

EXISTING	PROPOSED
PROPERTY LINE	---
EASEMENT LINE	---
BUILDING SETBACK LINE	---
CURB	---
BITUMINOUS	---
GRAVEL	---
CONCRETE	---
10' CONTOUR	---890---
2' CONTOUR	---892---
STORM SEWER	---<<---
WETLAND LINE	---
SPOT ELEVATION	00.0
EMERGENCY OVERTFLOW	E.O.F. x
SILT FENCE	000.0
TREE FENCE	---
INLET PROTECTION	---
INFILTRATION AREA	---
WELL	---
LIGHT POLE	---
FLAG POLE	---
ELECTRIC BOX	---
TELEPHONE BOX	---
TELEVISION BOX	---
SIGN	---
SOIL BORING	---
TREE LINE	---
TREE	---

BUILDING SETBACKS

FRONT	40 FT
SIDE	10 FT
REAR SETBACK TO 412TH STREET	30 FT
TO FLINK AVE	50 FT

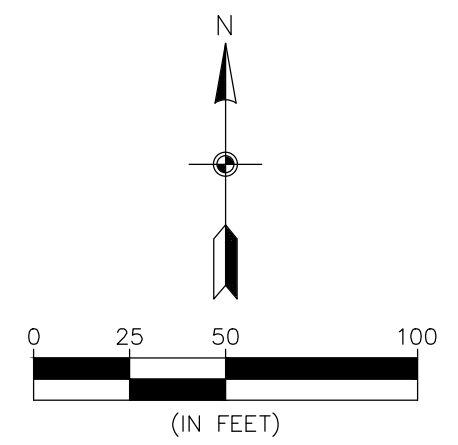
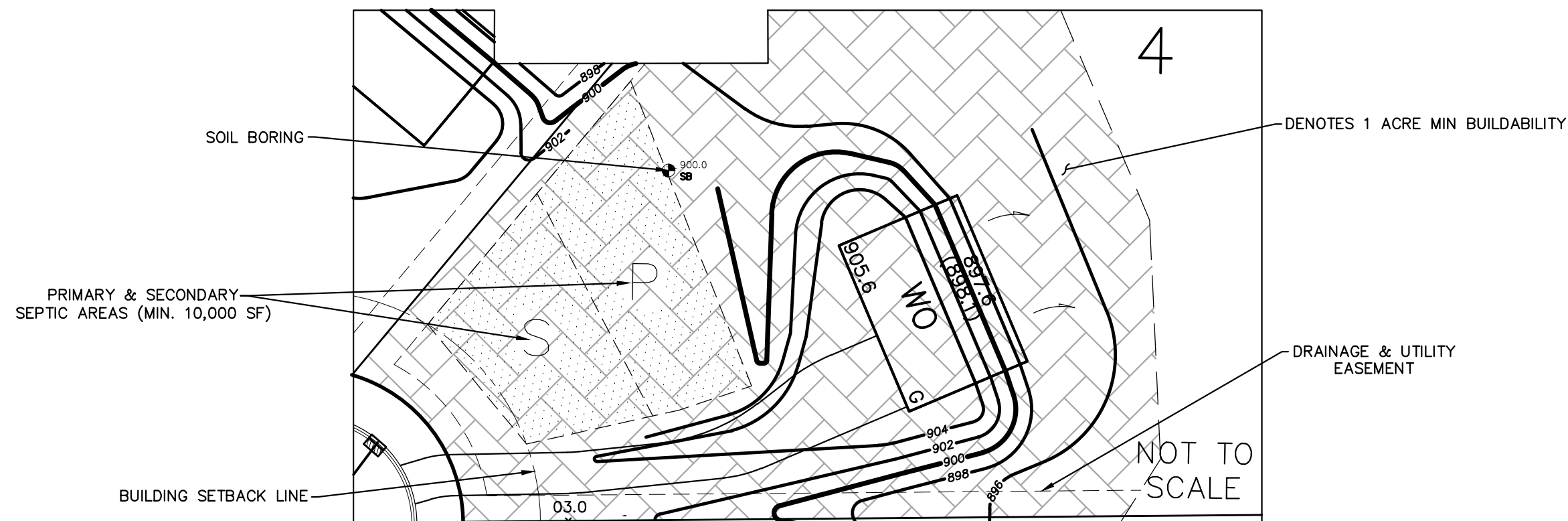
NOTES:

ALL LOTS WILL MEET THE CITY'S LIVABILITY STANDARDS, UNLESS OTHERWISE NOTED IN THE CHART. LIVABILITY ELEVATIONS ARE DETERMINED AS FOLLOWS:

SEPTIC AREAS:
10,000 S.F. AREA 1 FT ABOVE MOTTLED SOILS IS BASED ON SOIL BORINGS AT THE CORNERS OF THE SEPTIC AREAS. ELEVATION OF MOTTLED SOIL FLUCTUATES FROM BORING TO BORING BUT THE ENTIRE AREA IS 1 FT OR MORE ABOVE MOTTLED SOIL.

BUILDABLE AREA:

1 ACRE (43,560 S.F.) OF BUILDABLE AREA THAT IS 1 FT. ABOVE UNSUITABLE SOIL WAS DETERMINED USING THE SAME METHOD AS ABOVE. THE 10,000 S.F. SEPTIC AREA IS INCLUDED IN THIS AREA REQUIREMENT.



BENCHMARKS

- Minnesota Department of Transportation GSD Station #85673 (Name: 1380 BA) Elev. = 918.62 ft. (NAVD88)
- Minnesota Department of Transportation GSD Station #85674 (Name: 1380 BB) Elev. = 915.44 ft. (NAVD88)

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

Drawn: CRM
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

LIVABILITY PLAN

B1 of B2

LIVABILITY CHART - (FAIRWAY FIELD)													
LOT	BLK	LOT AREA (AC.)	GROSS LIVABILITY AREA (AC.)	ISTS AREA (SF) (INCLUDED IN LIVABILITY)	SOIL BORINGS						PROPOSED LOWEST FLOOR ELEV.	HOUSE TYPE	RECOMMENDED GARAGE FLOOR ELEV.
					BORING NO.	BORING ELEVATION	BORING DEPTH	BOTTOM BORING ELEVATION	MOTTLES DEPTH	MOTTLES ELEVATION			
1	1	1.08	1.08*	10725	8	915.6	1.3	914.3	-	-	916.5/921.2	R/SE	924.0
					9	922.2	1.6	920.6	-	-			
					10	921.3	1.3	920.0	-	-			
					11	916.2	1.3	914.9	1.3	914.9			
					12	922.4	1.6	920.8	-	-			
2	1	1.00	1.00*	10517	6	924.6	1.3	923.3	-	-	916.5/921.2	R/SE	924.0
					7	917.6	1	916.6	1.0	916.6			
					8	915.6	1.3	914.3	-	-			
					9	922.2	1.6	920.6	-	-			
					10	921.3	1.3	920.0	-	-			
3	1	1.00	1.00	10430	3	922.2	1.2	921.0	1.2	921.0	917.5	R(2)	924.0
					4	925.5	1.7	923.8	-	-			
					5	921.4	1.2	920.2	1.2	920.2			
					6	924.6	1.3	923.3	-	-			
					7	917.6	1.0	916.6	1.0	916.6			
4	1	1.22	1.18	10530	1	914.2	1.4	912.8	-	-	916.5	R(2)	923.0
					2	912.5	1.3	911.2	-	-			
					3	922.2	1.2	921.0	1.2	921.0			
					4	925.5	1.7	923.8	-	-			
					5	921.4	1.2	920.2	1.2	920.2			
1	2	1.81	1.29	10600	13	922.4	1.5	920.9	-	-	916.5	WO	924.0
					14	910.8	1.6	909.2	-	-			
					15	910.6	1.8	908.8	-	-			
					16	911.5	1.4	910.1	-	-			
					17	923.3	1.7	921.6	-	-			
2	2	1.02	1.02	10500	40	910.4	1.5	908.9	-	-	916.5	WO	924.0
					15	910.6	1.8	908.8	-	-			
					16	911.5	1.4	910.1	-	-			
					17	923.3	1.7	921.6	-	-			
					18	918.5	1.3	917.2	-	-			
3	2	1.65	1.08	10500	19	910.7	1.4	909.3	-	-	913.5	WO	921.0
					18	918.5	1.3	917.2	-	-			
					21	912.3	2.0	910.3	-	-			
					42	910.8	1.3	909.5	1.3	909.5			
					43	910.7	1.7	909.0	-	-			
4	2	1.31	1.28	10523	44	910.8	1.5	909.3	-	-	914.5	WO	922.0
					19	910.7	1.4	909.3	-	-			
					20	914.7	1.6	913.1	1.6	913.1			
					22	918.1	1.1	917.0	1.1	917.0			
					36	910.5	2.1	908.4	2.1	908.4			
5	2	1.45	1.01	10508	37	919.2	1.6	917.6	1.6	917.6	913.5	WO	921.0
					41	914.7	1.7	913.0	-	-			
					34	907.7	1.3	906.4	-	-			
					35	907.1	1.8	905.3	1.8	905.3			
					36	910.5	2.1	908.4	2.1	908.4			
6	2	1.42	1.42	10550	37	919.2	1.6	917.6	1.6	917.6	916.5	WO	924.0
					38	922.5	1.5	921.0	-	-			
					31	922.4	1.1	921.3	1.1	921.3			
					32	924.8	1.7	923.1	-	-			
					33	921.6	1.4	920.2	-	-			
7	2	1.21	1.21	10585	34	907.7	1.3	906.4	-	-	916.5/921.2	R/SE	924.0
					29	923.4	1.4	922.0	1.4	922.0			
					29	921.6	1.3	920.3	1.3	920.3			
					30	922.4	1.3	921.1	-	-			
					31	922.4	1.1	921.3	1.1	921.3			
8	2	1.00	1.00	10560	32	924.8	1.7	923.1	-	-	916.5/921.2	R/SE	924.0
					39	923.4	1.4	922.0	-	-			
					26	920.7	1.2	919.5	1.2	919.5			
					27	921.1	1.3	919.8	1.3	919.8			
					28	919.0	1.2	917.8	1.2	917.8			
9	2	1.05	1.05	10560	29	921.6	1.3	920.3	1.3	920.3	916.5/921.2	R/SE	924.0
					30	922.4	1.3	921.1	-	-			
					23	919.1	1.3	917.8	1.3	917.8			
					24	921.5	1.4	920.1	1.4	920.1			
					25	921.6	1.2	920.4	1.2	920.4			
26	2	1.05	1.05	10560	26	920.7	1.2	919.5	1.2	919.5	916.5/921.2	R/SE	924.0
					27	921.1	1.3	919.8	1.3	919.8			
					28	919.0	1.2	917.8	1.2	917.8			

* Temporary Cul-De-Sac Included in Gross Livability Area

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Print Name: Aaron D. Briski, P.E.
 Signature: *Aaron Briski*
 Date: 11/17/25 License #: 57811
 Drawn: CRM
 Designed: ADB
 Date: 11/17/25

Revisions:
 1.

LARRY BEACH CONSTRUCTION, INC.
 4731 - 400th Street N
 North Branch, Minnesota 55056

FAIRWAY FIELD
 North Branch, MN

LIVABILITY CHART

B2 of B2

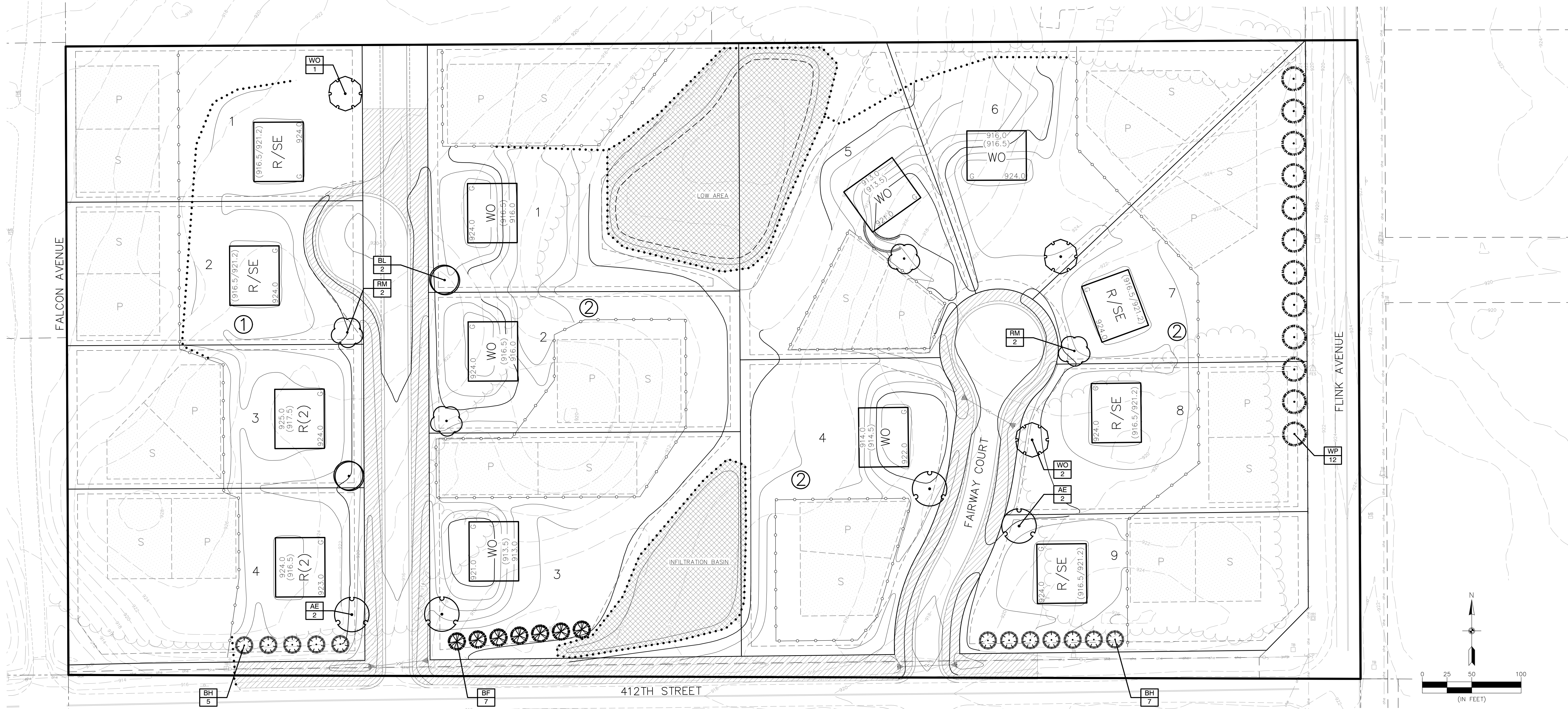
NORTH BRANCH LANDSCAPE REQUIREMENTS

1. TREES. MINIMUM ONE (1) OVERSTORY DECIDUOUS OR CONIFEROUS TREE PER DWELLING UNIT REQUIRED. THE COMPLEMENT OF TREES FULFILLING THE REQUIREMENTS OF THIS SECTION SHALL BE NOT LESS THAN 25 PERCENT DECIDUOUS AND NOT LESS THAN 25 PERCENT CONIFEROUS.

TREES REQUIRED = 13 (13 UNITS)
TREES PROVIDED = 44 (30% DEC. / 70% CON.)

LANDSCAPE PLAN NOTES

1. EXISTING CONDITIONS. CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO BIDDING AND CONSTRUCTION START. ANY DISCREPANCIES FOUND THAT AFFECT THE WORK SHALL BE REPORTED TO THE OWNER/LANDSCAPE ARCHITECT FOR CLARIFICATION PRIOR TO BIDDING OR APPROVING ANY ADDITIONAL WORK REQUIRED.
2. UTILITY LOCATES. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING AND VERIFYING ALL PUBLIC AND PRIVATE UTILITIES, INCLUDING IRRIGATION LINES, AT LEAST 48 HOURS BEFORE EXCAVATING OR IN ACCORDANCE WITH STATE LAW. IN MINNESOTA, CALL GOPHER STATE ONE-CALL AT 651-454-0002 FOR FIELD LOCATION OF PUBLIC UNDERGROUND UTILITY LINES. ALL LOCATES AND ITEMS NOTED AS "FIELD VERIFY" ON THE PLANS SHALL BE VERIFIED BY THE CONTRACTOR AT THEIR EXPENSE.
3. PERMITS. CONTRACTOR SHALL VERIFY WITH THE OWNER/LANDSCAPE ARCHITECT THAT THE REQUIRED PERMITS HAVE BEEN OBTAINED PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS, AND PERMITS GOVERNING THE WORK.
4. EXISTING ITEMS TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING PAVEMENT, STRUCTURES, UTILITIES, TREES, SITE AMENITIES, ETC. THAT ARE TO REMAIN FROM DAMAGE DURING CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR CORRECTING ANY DAMAGE (AT CONTRACTOR'S EXPENSE) TO EXISTING ITEMS TO REMAIN.
5. CONSTRUCTION STAGING AND ACCESS. CONTRACTOR SHALL VERIFY THE LOCATION FOR CONSTRUCTION STAGING AND SITE ACCESS WITH THE OWNER/LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION START. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING PEDESTRIAN AND VEHICLE ACCESS WITHIN AND ADJACENT TO THE SITE THROUGHOUT THE CONSTRUCTION PERIOD UNLESS OTHERWISE NOTED. LONG-TERM STORAGE OF MATERIALS OR SUPPLIES ON-SITE WILL NOT BE PERMITTED. ALL WASTE AND/OR UNUSED MATERIAL SHALL BE PROMPTLY REMOVED FROM THE SITE.
6. SITE REMOVALS. REFER TO CIVIL PLANS FOR GENERAL SITE REMOVALS. ALL ITEMS NOTED TO BE REMOVED SHALL BE COMPLETED BY THE CONTRACTOR AND IMMEDIATELY DISPOSED OF OFF-SITE, IN ACCORDANCE WITH LOCAL REGULATIONS, UNLESS OTHERWISE NOTED. COORDINATE WITH OWNER/LANDSCAPE ARCHITECT FOR ANY ITEMS NOTED AS "REMOVED BY OTHERS" OR "REMOVE AND SALVAGE."
7. UTILITY COORDINATION. REFER TO CIVIL PLAN SHEETS FOR INFORMATION RELATED TO PROPOSED UTILITIES. COORDINATE WITH ELECTRICAL CONTRACTORS FOR SITE ELECTRICAL WORK AND SITE LIGHTING.
8. CONSTRUCTION STAKING. UNLESS OTHERWISE NOTED, CONTRACTOR SHALL BE RESPONSIBLE FOR ESTABLISHING CONTROL POINTS AND ALL CONSTRUCTION FIELD STAKING DURING THE COURSE OF THE PROJECT.
9. PLAN QUANTITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL MATERIAL QUANTITIES PER PLAN. MATERIAL SCHEDULES ARE PROVIDED SOLELY FOR CONTRACTOR'S CONVENIENCE.
10. REFERENCE SPECIFICATIONS. THE FOLLOWING SPECIFICATIONS SHALL GOVERN THIS PROJECT ACCORDING TO THE FOLLOWING ORDER:
 1. ADDENDA, WITH THOSE OF A LATER DATE HAVING PRECEDENCE OVER THOSE OF AN EARLIER DATE.
 2. LANDSCAPE SPECIFICATIONS.
 3. PLAN DRAWINGS.
 4. PLANT / MATERIAL SCHEDULES.
 5. CITY STANDARD SPECIFICATIONS AND DETAILS.
 6. MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION, LATEST EDITION.



1 OVERALL LANDSCAPE PLAN
L1

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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota
Print Name: Ryan J. Rutger, RLA
Signature: *[Signature]*
Date: 11/17/25 License #: 56346

Drawn: RJR
Designed: RJR
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

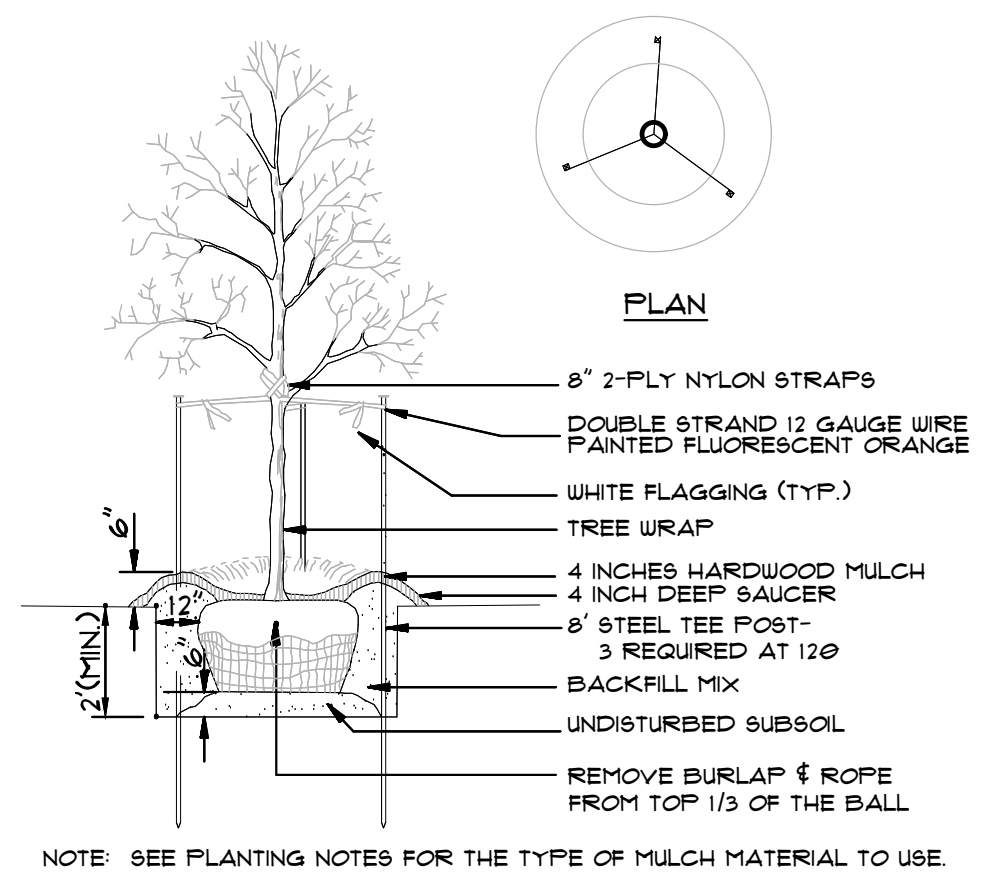
FAIRWAY FIELD
North Branch, MN

PRELIMINARY LANDSCAPE PLAN

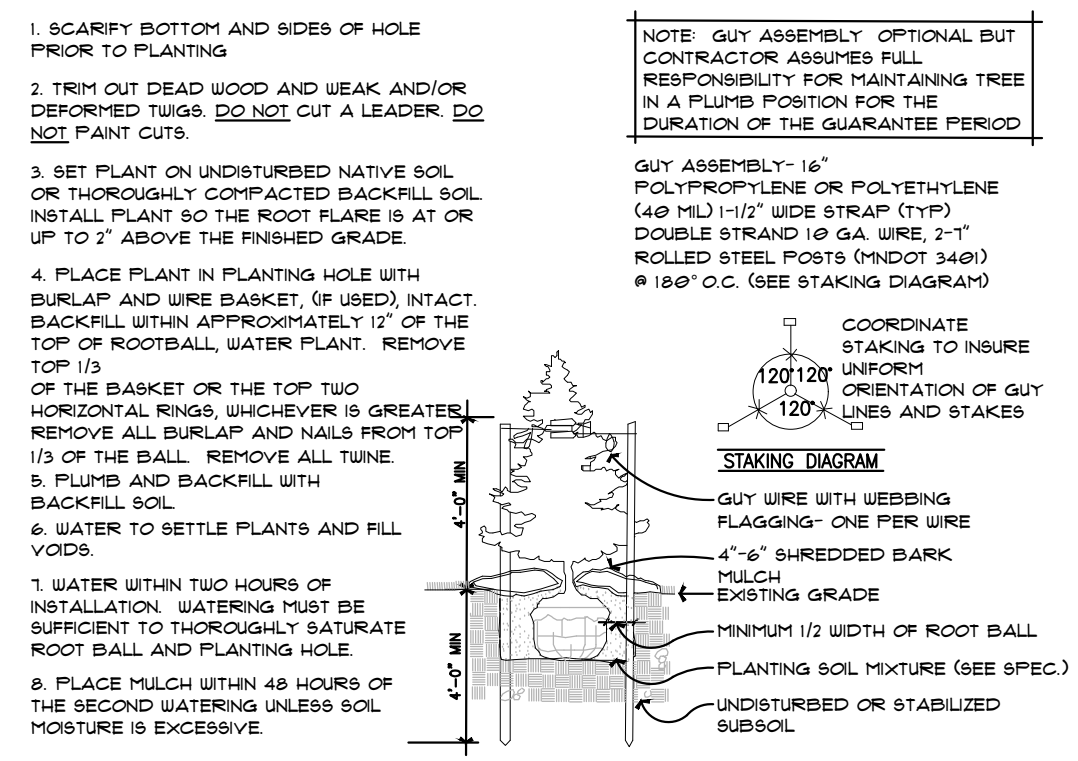
L1 of 2

CALL BEFORE YOU DIG

811
Know what's below.
Call before you dig.



A DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE



B CONIFEROUS TREE PLANTING DETAIL
NOT TO SCALE

PLANT SCHEDULE						
SYMBOL	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
TREES						
	RM	4	Acer rubrum 'Northwood'	Northwood Red Maple	2.5' Cal.	B&B
	WO	3	Quercus bicolor	Swamp White Oak	2.5' Cal.	B&B
	BL	2	Tilia americana 'Boulevard'	Boulevard Linden	2.5' Cal.	B&B
	AE	4	Ulmus americana 'Princeton'	American Elm	2.5' Cal.	B&B
CONIFEROUS TREES						
	BF	7	Abies balsamea	Balsam Fir	6' Ht.	B&B
	BH	12	Picea glauca densata	Black Hills Spruce	6' Ht.	B&B
	WP	12	Pinus strobus	White Pine	6' Ht.	B&B
GROUND COVERS						
	TI	55,215 sf	Type I - Turf Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 180 lb/ac	MnDOT Seed Mix 25-151	seed	
	TII	54,069 sf	Type II - Stormwater Pond Pollinator Seed Mix Refer to notes for acceptable seeding methods Seeding Rate 47.5 lb/ac	BWSR Stormwater Pond Pollinator NE	seed	

LANDSCAPE SPECIFICATIONS

- TREE PROTECTION.** ALL TREES NOT SPECIFICALLY NOTED OR MARKED ON SITE FOR REMOVAL SHALL REMAIN PROTECTED AND UNDISTURBED DURING CONSTRUCTION. TREE PROTECTION SHALL EXTEND TO THE DRIP LINE, WITHIN WHICH NO CONSTRUCTION ACTIVITY, MATERIAL STORAGE, OR VEHICLE PARKING SHALL BE PERMITTED. TREE PROTECTION FENCING SHALL BE ERRECTED PRIOR TO CONSTRUCTION START PER PLANS OR AS DIRECTED BY OWNER/LANDSCAPE ARCHITECT AND SHALL CONSIST OF 4' TALL HEAVY DUTY ORANGE CONSTRUCTION FENCING WITH 6" STEEL FENCE POSTS SPACED 6' O.C. MAX.
- EROSION CONTROL.** REFER TO CIVIL PLAN SHEETS FOR STORMWATER POLLUTION PREVENTION PLAN (SWPPP), AND TEMPORARY AND PERMANENT STORMWATER BMPs, INCLUDING SILT FENCE, BIO-ROLLS, INLET PROTECTION, EROSION CONTROL BLANKETING, DUST CONTROL, SWEEPING AND ROCK CONSTRUCTION ENTRANCE. ALL DISTURBED AREAS SHALL RECEIVE PERMANENT STABILIZATION IN ACCORDANCE WITH THE LANDSCAPE PLAN WITHIN 7 DAYS AFTER CONSTRUCTION ACTIVITY IN THE DISTURBED AREA HAS CEASED. IN THE EVENT PERMANENT STABILIZATION CANNOT BE IMPLEMENTED WITHIN 7 DAYS, TEMPORARY STABILIZATION BMPs MUST BE IMPLEMENTED WITHIN 7 DAYS USING.
- CLEARING AND GRUBBING.** CONTRACTOR SHALL BE RESPONSIBLE FOR CLEARING AND GRUBBING ALL AREAS INDICATED AS BEING DISTURBED OR OTHERWISE SHOWN ON PLANS. CLEARING AND GRUBBING SHALL INCLUDE REMOVAL AND DISPOSAL OF ALL TREES, STUMPS, BRUSH, GRASS, ROOTS AND OTHER ORGANIC MATERIAL AT AN APPROVED OFF-SITE DISPOSAL LOCATION.
- SOIL PREPARATION.** REFER TO GEOTECHNICAL REPORT FOR ANY REQUIRED SOIL CORRECTIONS, AMENDMENTS OR ADDITIONAL INFORMATION (IF APPLICABLE). EXISTING TOPSOIL SHALL BE STRIPPED FROM ALL DISTURBED AREAS AND STOCKPILED IN AN APPROVED LOCATION FOR RE-SPREAD. ALL AREAS WHERE SOIL HAS BEEN COMPACTED BY CONSTRUCTION ACTIVITY AND THAT ARE INDICATED TO BE SODDED, SEEDED OR PLANTING BED SHALL BE DE-COMPACTED TO A MINIMUM DEPTH OF 12 INCHES BY SOIL RIPPING, TILLING OR OTHER APPROVED SOIL LOOSENING METHOD.
- TOPSOIL MATERIAL.** ALL EXISTING, AMENDED OR IMPORTED TOPSOIL SHALL MEET THE REQUIREMENTS OF MNDOT TOPSOIL TYPE A. A MINIMUM 4 INCH DEPTH OF TOPSOIL SHALL BE PLACED ON ALL AREAS TO BE SODDED OR SEEDED. A MINIMUM 12 INCH DEPTH OF TOPSOIL SHALL BE PLACED WITHIN ALL PLANTING BED AREAS. ALL TOPSOIL SHALL BE FINE GRADED, RAKED AND DRAGGED TO PROVIDE A SMOOTH, UNIFORM SURFACE. TOPSOIL GRADES SHALL BE WITHIN 1 FEET OF INDICATED FINISHED GRADE AND SHALL BE TRUE TO GRADIENTS SHOWN ON PLANS. REFER TO CIVIL PLAN SHEETS FOR FILTRATION BASIN SOIL REQUIREMENTS.
- SEEDING AND TURF ESTABLISHMENT.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SEEDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SEEDING. SEEDS SHALL BE SOWN IN 2 PERPENDICULAR PASSES, EACH PASS AT ONE-HALF THE INDICATED RATE, VIA BROADCAST SPREADER, DROP SEEDER OR DRILL SEEDER. FOLLOWING SEED APPLICATION, INSTALL TYPE 3N EROSION CONTROL BLANKET ON ALL SLOPES GREATER THAN 4:1. IN ALL OTHER AREAS, APPLY HYDROMULCH COVER (MUST BE A SEPARATE OPERATION FROM SEEDING) AT A TARGETED DRY WEIGHT RATE OF 3500 LBS PER ACRE. SOIL SHALL BE KEPT MOIST DURING ESTABLISHMENT WITH ADDITIONAL RE-SEEDING AS NECESSARY TO ACHIEVE A HEALTHY, UNIFORM STAND OF GRASS, FREE OF WEEDS AND WITH COVERAGE EXCEEDING 75% IN ANY 10'x10' AREA PRIOR TO FINAL ACCEPTANCE.
- SODDING.** CONTRACTOR SHALL OBTAIN OWNER/LANDSCAPE ARCHITECT'S APPROVAL OF FINAL GRADES AND TOPSOIL PREP PRIOR TO SODDING. APPLY 12-12-12 GRANULAR STARTER FERTILIZER AT A RATE OF 250 LBS PER ACRE PRIOR TO SODDING AND ROLL TOPSOIL TO CREATE A UNIFORM SURFACE FOR LAYING SOD. SOD SHALL NOT BE CUT MORE THAN 24-HOURS IN ADVANCE OF INSTALLATION. CONTRACTOR SHALL KEEP SOD MOIST FOR A MINIMUM OF 30 DAYS AND SHALL BE RESPONSIBLE FOR MAINTAINING THE SOD UNTIL FINAL ACCEPTANCE.
- PLANT MATERIAL.** ALL PLANTING STOCK SHALL CONFORM TO THE "AMERICAN STANDARD FOR NURSERY STOCK," ANSI-Z60, LATEST EDITION, OF THE AMERICAN ASSOCIATION OF NURSERYMEN, INC. AND SHALL CONSTITUTE MINIMUM QUALITY REQUIREMENTS FOR PLANT MATERIALS. OWNER/LANDSCAPE ARCHITECT RESERVE THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING, OR AFTER INSTALLATION. NO SUBSTITUTION OF PLANT MATERIAL SHALL BE ACCEPTED UNLESS APPROVED IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
- PLANT MATERIAL SUBSTITUTIONS.** ALL REQUESTS FOR PLANT SUBSTITUTIONS SHALL BE MADE IN WRITING TO THE OWNER/LANDSCAPE ARCHITECT AND MUST BE APPROVED BY THE CITY.

- PLANT INSTALLATION AND ESTABLISHMENT.** REFER TO STANDARD PLANTING DETAILS. CONTRACTOR SHALL STAKE TREE LOCATIONS FOR APPROVAL BY OWNER/LANDSCAPE ARCHITECT PRIOR TO PLANTING. ANY PLANT MATERIAL WHICH DIES, TURNS BROWN, OR DEFOLIATES (PRIOR TO TOTAL ACCEPTANCE OF THE WORK) SHALL BE PROMPTLY REMOVED FROM THE SITE AND REPLACED WITH MATERIAL OF THE SAME SPECIES, QUANTITY, AND SIZE.
- MULCH MATERIAL.** DOUBLE SHREDDED HARDWOOD MULCH OR ROCK MULCH AS INDICATED ON PLANS. ALL MULCH SHALL BE CLEAN AND FREE OF NOXIOUS WEEDS, SOIL, OR OTHER DELETERIOUS MATERIAL, AND SHALL BE INSTALLED OVER A NON-WOVEN GEOTEXTILE FABRIC (INCIDENTAL) OR OTHER APPROVED WEED BARRIER TO A MINIMUM SETTLED DEPTH OF 4". MULCH SHALL BE HELD BACK FROM PLANT STEMS/TRUNKS A MINIMUM OF 3". WOOD MULCH SHALL BE PLACED AROUND INDIVIDUAL TREES TO A 4" MINIMUM DIAMETER. MULCH SHALL BE INSTALLED WITHIN 48-HOURS OF PLANT INSTALLATION.
- LANDSCAPE EDGING.** INSTALL LANDSCAPE EDGING BETWEEN ALL MULCH AREAS AND TURF. EDGING SHALL BE COMMERCIAL GRADE BLACK POLYETHYLENE OR VINYL EDGING, 0.1 INCH THICK BY 5 INCHES DEEP, V-LIPPED BOTTOM, HORIZONTALLY GROOVED, 1-INCH ROUND TOP, EXTRUDED IN STANDARD LENGTHS, WITH 9-INCH STEEL ANGLE STAKES.
- MAINTENANCE.** MAINTENANCE SHALL BEGIN IMMEDIATELY AFTER EACH PORTION OF THE WORK IS IN PLACE. PLANT MATERIAL SHALL BE PROTECTED AND MAINTAINED UNTIL THE INSTALLATION OF THE PLANTS IS COMPLETE. INSPECTION HAS BEEN MADE, AND PLANTINGS ARE ACCEPTED EXCLUSIVE OF THE GUARANTEE. MAINTENANCE SHALL INCLUDE MOWING, TRIMMING, WATERING, FERTILIZING, WEED AND PESTICIDE CONTROL, MULCHING, REMOVAL OF DEAD MATERIALS, RE-SETTING PLANTS TO PROPER GRADE AND KEEPING PLANTS IN A PLUMB POSITION. AFTER ACCEPTANCE, THE OWNER SHALL ASSUME MAINTENANCE RESPONSIBILITIES, HOWEVER, THE CONTRACTOR SHALL RETAIN RESPONSIBILITY FOR ALL PLANT MATERIAL THROUGH THE COMPLETION OF THE WARRANTY PERIOD.
- WATERING.** UPON ESTABLISHMENT OF SEED AND INSTALLATION OF PLANTS, CONTRACTOR SHALL MAINTAIN A WATERING SCHEDULE WHICH WILL THOROUGHLY WATER ALL PLANTS AND TURF AREAS A MINIMUM OF ONCE A WEEK. MORE FREQUENT WATERING MAY BE REQUIRED DURING PERIODS OF HOT, DRY WEATHER. CONTRACTOR SHALL MAKE THE NECESSARY ARRANGEMENTS FOR WATER. IN THE ABSENCE OF PERMANENT IRRIGATION, TEMPORARY IRRIGATION, TREE WATERING BAGS, OR HAND-WATERING ARE ACCEPTABLE.
- NATIVE PLANT ESTABLISHMENT.** THIS PROJECT INCLUDES ONE OR MORE NATIVE PLANT SEED MIXES CONSISTING OF A VARIETY OF GRASSES, SEDGES AND FLOWERING FORBS. BECAUSE THESE PLANTS TYPICALLY HAVE A LONGER GERMINATION PERIOD, A COVER CROP SPECIES IS REQUIRED TO PROVIDE TEMPORARY COVER AND STABILIZATION. MAINTENANCE OF THESE SEEDED AREAS IS CRITICAL DURING THE FIRST SEVERAL YEARS TO ESTABLISH A SUCCESSFUL NATIVE PLANT COMMUNITY. SEEDED AREAS SHALL BE MOWED / WEED-WHIPPED TO A HEIGHT OF 6-10 INCHES IN MID-JULY AND EARLY SEPTEMBER DURING THE FIRST 2-3 YEARS OF ESTABLISHMENT. IN ADDITION, ALL NON-NATIVE SPECIES / WEEDS SHALL BE SPOT SPRAYED NO LESS THAN 3 TIMES A YEAR WITH HERBICIDE BY A LICENSED APPLICATOR. RE-SEEDING AS NECESSARY SHALL OCCUR IN MAY. A NATIVE PLANT COMMUNITY SHALL BE CONSIDERED SUCCESSFULLY ESTABLISHED NO SOONER THAN 3 YEARS AFTER INITIAL SEEDING - ONCE THE COVER CROP HAS BEEN SUFFICIENTLY REPLACED BY NATIVE PLANTS AND THE AREA IS FREE OF ALL NON-NATIVE AND INVASIVE SPECIES. AT THIS TIME, MAINTENANCE CAN BE REDUCED TO MOWING / WEED-WHIPPING TO A HEIGHT OF 6-10 INCHES ONCE A YEAR IN EARLY SEPTEMBER AND SPOT SPRAYING OF HERBACIDE ONLY AS NEEDED.
- FINAL ACCEPTANCE.** UPON SUBSTANTIAL COMPLETION OF THE WORK, CONTRACTOR SHALL REQUEST FINAL ACCEPTANCE OF THE WORK IN WRITING BY THE OWNER/LANDSCAPE ARCHITECT. IF ANY WORK IS FOUND TO BE INCOMPLETE OR UNSATISFACTORY IN THE OPINION OF THE OWNER/LANDSCAPE ARCHITECT, A WRITTEN PUNCH LIST WILL BE PREPARED LISTING ALL ITEMS THAT REQUIRE COMPLETING OR CORRECTING BEFORE FINAL ACCEPTANCE.
- WARRANTY.** ALL PLANTS, MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE, UNLESS OTHERWISE SPECIFIED. THE GUARANTEE SHALL COVER THE FULL COST OF REPLACEMENT INCLUDING LABOR AND MATERIAL.

CARLSON ENGINEERING
ENGINEERING SURVEYING PLANNING
3890 PHEASANT RIDGE DR NE
SUITE 100
BLAINE, MN 55449
TEL 763.489.7900
FAX 763.489.7959
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota

Print Name: Ryan J. Ruttger, RLA
Signature:
Date: 11/17/25 License #: 56346
Drawn: RJR
Designed: RJR
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

PRELIMINARY LANDSCAPE PLAN

L2 of 2

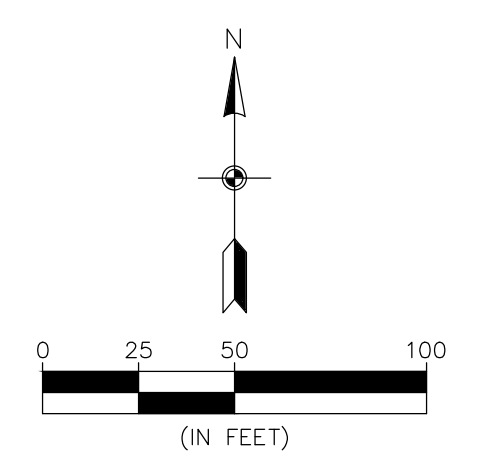


LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
CURB	---	---
BITUMINOUS	---	---
GRAVEL	---	---
CONCRETE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SILT FENCE	---	---
TREE FENCE	---	---
TREE LINE	---	---
TREE SAVE AREA		---
EXISTING OFFSITE TREE AREA		---
TREE REMOVE AREA		---

TREE TOTALS

TOTAL TREE AREA REMOVED	5.26 AC
TOTAL TREE AREA SAVED	2.59 AC
TOTAL TREE AREA	7.85 AC



BENCHMARKS

- Minnesota Department of Transportation
GSID Station #85673 (Name: 1380 BA)
Elev.= 918.62 ft. (NAVD88)
- Minnesota Department of Transportation
GSID Station #85674 (Name: 1380 BB)
Elev.= 915.44 ft. (NAVD88)

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FAX 763.489.7959
CARLSON-ENGINEERING.COM

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota
Print Name: Aaron D. Briski, P.E.
Signature: *Aaron Briski*
Date: 11/17/25 License #: 57811

Drawn: CRM
Designed: ADB
Date: 11/17/25

Revisions:
1.

LARRY BEACH CONSTRUCTION, INC.
4731 - 400th Street N
North Branch, Minnesota 55056

FAIRWAY FIELD
North Branch, MN

TREE PRESERVATION PLAN

T1 of T1

Memorandum

To: North Branch Development Review Committee

From: Justin Messner, Heidi Hamilton, Kris Keller, Kendra Fallon WSB

Date: December 2, 2025

Re: Fairway Field - Preliminary Plat Review
WSB Project No. 032627-000

Preliminary Plans were submitted for the proposed Fairway Field Development in the City of North Branch, Chisago County. The project is located to the north of 412th Street between Falcon Avenue and Flink Avenue. Engineering review comments were generated from the following documents:

- _Fairway Field_Preliminary_22x34_111725.pdf
- _Fairway Field_SWMP_111725.pdf

The following items should be addressed, including the red-lined comments on the submitted plans.

Preliminary Plat

1. Provide minimum 20' easement for all EOF drainage routes and all drainage from one lot across an adjacent lot
2. Provide additional easement for drainage from one lot to another
 - a. Drainage swales should be completely contained within easement

Preliminary Site & Utility Plan

3. Extend Fairfax Lane temporary cul de sac to northern development limits to minimize impacts with future extension
4. Shift lot 2 house forward and lot 1 house back with temp cul de sac extension
5. Provide type 3 barricades with future thru street sign.
6. Provide more specific sign details (stop sign, street name sign, etc.).

Preliminary Grading & Erosion Control Plan

7. Provide **on the grading plan**
 - a) EOF elevations for all low points within the roadway ditch
 - i. Provide minimum 20' easement for all EOF drainage routes and all drainage from one lot across an adjacent lot
 - ii. Show all routes and verify that downstream EOFs are lower and downstream houses are not inundated.
 - b) Provide additional easement for drainage from one lot to another
 - i. Drainage swales should be completely contained within easement
8. Swales should be a minimum of 2%. Roadside ditches currently graded at 1%.
9. Note the storm sewer pipe slope on the callouts for all crossing culverts.
10. Include riprap at the storm sewer outlets.
11. The infiltration basin should be covered under drainage and utility easement up to the HWL. Note that this includes all areas upstream of the 909.5 overflow location.

12. There are existing low areas that will hold water without being revised with final grading
 - a. Verify that existing areas to remain meet slope requirements or provide proposed contours and spot elevations
13. Approval and agreement required from adjacent property owner for all grading and construction on adjacent property.
 - a. Provide documentation to City
14. Additional detailed grading/erosion control comments are noted on the plans to be addressed.

Storm Sewer/Surface Water Management

General

15. Soil borings are required to confirm separation to groundwater per the NPDES permit. Soil observation logs provided do not extend below the proposed infiltration basin bottom elevation far enough to confirm the basin meets the 3 feet separation to groundwater NPDES permit requirement.
 - a. Note the City Engineering Design Standards note soil borings must extend a minimum 5 feet below the proposed bottom elevation of the basin.
16. SWMP notes the assumed groundwater elevation is at 905 but low lying area 10 is modeled with 0.6 in/hr of infiltration with only 0.5 feet of separation to the assumed groundwater elevation.
17. Update the HydroCAD surface area inputs for basin C1 based on grading shown.
18. Discharge point the west appears to go to a landlocked low point in the northwest corner of the intersection of Falcon Ave and 412th Street. Please include this landlocked low point in the modeling to confirm the increase in discharge rates proposed in the 10- and 100-year have no impact on the low point and adjacent properties.
19. The modeled outlet for ponding node L5 is 913.1 but the EOF is shown on the grading plan at 916.5, confirm. Note that both overflow elevations appear to be above the HWL so aren't anticipated to impact discharge rates.
20. Provide sizing for driveway culverts. At a minimum sizing for the driveway culvert that would take the most drainage should be provided to confirm the 15" CMP minimum is adequate.
21. Provide electronic copies of models in future submittals to aid in reviews.

SWPPP

22. Provide proof of coverage for NPDES permit prior to construction.
23. A SWPPP was not included with the submittal. Provide a SWPPP that meets all requirements of the MN Construction Stormwater General Permit including all SWPPP requirements as outlined in section 5.1-5.26.

Street/Utilities

24. Show all storm sewer crossings in the profile with final construction plans
25. Use current (2025) City Standard Detail Plates available on the City website
26. Provide street specific typical details.
 - b. Include any proposed parking.
27. Additional detailed street and utility comments are noted on the plans to be addressed.

In any resubmittal from the applicant, we request that the comments above be restated, and the applicant identify how each comment was addressed. Any questions or comments can be directed to Justin Messner at jmessner@wsbeng.com.



Prepared By: Travis Miles, Human Resources Generalist

Presenter: Travis Miles, Human Resources Generalist

Date: 01/15/2026

Board & Commission: City Council

Subject: Human Resource Report

The last few months have been busy for Human Resources.

We onboarded four new employees. Matt Fraley started as the Director of Public Works and Utilities in December. We also brought on board Jessica, Ella, and Ryan as Warming House Attendants.

Two employees are currently on leave, and we are looking forward to their return this spring. Angela Tveit resigned from her position and her last day was January 16th. We appreciate her three years of service to the City of North Branch.

The close of 2025 saw a change in our employees' insurance plan. I do want to recognize all the employees for their timely response and communication, which allowed us to be able to make this change in a short amount of time.

We are looking to the future in 2026!

The fire department is currently interviewing applicants to join their team. We will be starting interviews for an Administrative Assistant in the next few weeks. Currently, we have postings for a Police Officer and a Building Official. I would also like to highlight the staff's ongoing commitment to learning through continuing education. In 2026, among all departments, we have a combined 30 classes that staff members signed up for. Courses range from maintaining the safety of drinking water, to planning, and emergency response. All these classes ensure the staff maintain their required certifications.

Voting Requirements:

Voting Options Simple Majority



Prepared By: Sharon Wright, Finance Director

Presenter: Sharon Wright, Finance Director

Date: 01/21/2026

Board & Commission: City Council

Subject: Consider Council Consensus on 2026 Equipment Bond

Over the past several months, the City has been evaluating the potential issuance of an Equipment Bond. Multiple structuring options are available, and City staff is requesting guidance regarding both the bond structure and the total amount to be issued.

Bond Structure

One option is to structure the Equipment Bond so that principal payments begin after the final payment on the 2022 Equipment Bond, which is scheduled to be completed in 2032. Under this approach, principal payments on the proposed 2026 Equipment Bond would be deferred until that time. While this structure would result in higher total interest costs over the life of the bond, it would maintain debt service payments at levels consistent with the City's current obligations.

An alternative structure would require principal payments to begin immediately upon issuance of the bond. This option would reduce total interest costs but would increase near-term debt service payments, resulting in higher annual expenditures during the initial years of the bond.

Bond Amount

The total amount of Equipment Bonds to be issued will depend on which equipment is ultimately selected for funding through this financing method.

During the December 9, 2025 meeting, City Council directed staff to proceed with financing the Fire Department ladder truck and three (3) Public Works snow plows through the Equipment Bond, for a total amount of \$2,050,000. This is the first option presented.

The second option includes additional equipment purchases consisting of a one-ton truck and a mini-excavator for the Water Fund; a Fire Department tanker truck; and, for the Public Works Department, a front-end loader and a one-ton four-wheel-drive plow truck. The total cost of these items is \$1,345,000. When combined with the first option, the total amount of Equipment

Bonds issued would be \$3,395,000.

The final equipment option under consideration includes a half-ton four-wheel-drive pickup and a three-quarter-ton cargo van for the Public Works Department, as well as a three-quarter-ton pickup for the Sewer Fund. The total cost of these items is \$220,000. The two pickup trucks have an estimated useful life of ten (10) years, while the cargo van has an estimated useful life of fifteen (15) years.

Financing for these three items may be structured in one of two ways. First, the City could utilize an interfund loan from the Generation Fund to fund these purchases. An advantage of this approach is that interest payments would remain within the City, as interest paid by the borrowing funds would offset interest earnings otherwise forgone by the Generation Fund.

Alternatively, these items could be included in the Equipment Bond issuance, resulting in a total bond amount of \$3,615,000.

City staff is requesting direction from City Council regarding the preferred structure of the Equipment Bond and the total amount Council wishes to finance through the Equipment Bond.

Voting Requirements:

Voting Options Simple Majority

City of North Branch, MN

G.O. Equipment Certificates, Series 2026

Assumptions

Estimated interest rate: 4.02% (Current market plus 50 basis points)

Term: 15 years

Capitalized interest for first interest payment due 2/1/2027 (assumes the City did not levy for this project in the fall of 2025)

Structure*: Delays principal to wrap around existing debt

**Note: Delaying principal to keep the levy more level increases the interest expense*

pgs.	Bond Amount	Est. Annual D/S 2028	Est. Total Interest	Est. Total P&I
1-5	\$ 2,210,000	\$ 84,212	\$ 1,211,527	\$ 3,421,527
6-10	\$ 3,625,000	\$ 165,000	\$ 1,938,556	\$ 5,563,556
11-15	\$ 3,885,000	\$ 183,000	\$ 2,046,440	\$ 5,901,440

Assumptions

Estimated interest rate: 4.02% (Current market plus 50 basis points)

Term: 15 years

Capitalized interest for first interest payment due 2/1/2027 (assumes the City did not levy for this project in the fall of 2025)

Structure: Level Principal and Interest

pgs.	Bond Amount	Est. Annual D/S	Est. Total Interest	Est. Total P&I
1-5	\$ 2,210,000	\$ 165,000	\$ 1,013,529	\$ 3,223,529
6-10	\$ 3,625,000	\$ 272,000	\$ 1,657,967	\$ 5,277,967
11-15	\$ 3,885,000	\$ 303,000	\$ 1,761,094	\$ 5,611,094

City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$2,210,000
Number of Years	20
Average Interest Rate	3.87%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - Average	174,457
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	43.325%
Estimated Tax Rate Increase	1.113%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*			
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily	
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 3.34	\$ 129.97	\$3.34	\$0.28	\$0.01	
	100,000	37,550	62,450	625	263.61	6.95	270.56	6.95	0.58	0.02	
	150,000	33,050	116,950	1,170	493.67	13.01	506.68	13.01	1.08	0.04	
	200,000	28,550	171,450	1,715	723.72	19.08	742.80	19.08	1.59	0.05	
	250,000	24,050	225,950	2,260	953.78	25.14	978.92	25.14	2.10	0.07	
	275,000	21,800	253,200	2,532	1,068.81	28.18	1,096.98	28.18	2.35	0.08	
	300,000	19,550	280,450	2,805	1,183.84	31.21	1,215.04	31.21	2.60	0.09	
	325,000	17,300	307,700	3,077	1,298.86	34.24	1,333.10	34.24	2.85	0.09	
	350,000	15,050	334,950	3,350	1,413.89	37.27	1,451.16	37.27	3.11	0.10	
	400,000	10,550	389,450	3,895	1,643.95	43.34	1,687.28	43.34	3.61	0.12	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 16.69	\$ 649.87	\$16.69	\$1.39	\$0.05	
	200,000	-	200,000	3,250	1,371.89	36.16	1,408.05	\$36.16	\$3.01	\$0.10	
	300,000	-	300,000	5,250	2,216.13	58.42	2,274.55	\$58.42	\$4.87	\$0.16	
	400,000	-	400,000	7,250	3,060.37	80.68	3,141.05	\$80.68	\$6.72	\$0.22	
	500,000	-	500,000	9,250	3,904.61	102.93	4,007.54	102.93	8.58	0.28	
	1,000,000	-	1,000,000	19,250	8,125.81	214.21	8,340.02	214.21	17.85	0.59	
	Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 27.82	\$ 1,083.12	\$27.82	\$2.32	\$0.08
		500,000	-	500,000	6,250	2,638.25	69.55	2,707.80	69.55	5.80	0.19
		1,000,000	-	1,000,000	12,500	5,276.50	139.10	5,415.60	139.10	11.59	0.38
	Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 37.27	\$ 1,451.16	\$37.27	\$3.11	\$0.10
400,000		15,050	384,950	3,600	1,519.42	40.05	1,559.47	40.05	3.34	0.11	
500,000		15,050	484,950	4,100	1,730.48	45.62	1,776.10	45.62	3.80	0.12	
600,000		15,050	584,950	4,600	1,941.54	51.18	1,992.72	51.18	4.27	0.14	
800,000		15,050	784,950	5,600	2,363.66	62.31	2,425.97	62.31	5.19	0.17	
1,000,000		15,050	984,950	6,600	2,785.78	73.44	2,859.22	73.44	6.12	0.20	
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.17	\$ 6.50	\$0.17	\$0.01	\$0.00	
	2,000	-	2,000	20	8.44	0.22	8.66	0.22	0.02	0.00	
	2,500	-	2,500	25	10.55	0.28	10.83	0.28	0.02	0.00	
	3,500	-	3,500	35	14.77	0.39	15.16	0.39	0.03	0.00	
	4,500	-	4,500	45	19.00	0.50	19.50	0.50	0.04	0.00	
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 11.13	\$ 433.25	\$11.13	\$0.93	\$0.03	
	200,000	-	200,000	2,000	844.24	22.26	866.50	22.26	1.85	0.06	
	300,000	-	300,000	3,000	1,266.36	33.38	1,299.74	33.38	2.78	0.09	
	400,000	-	400,000	4,000	1,688.48	44.51	1,732.99	44.51	3.71	0.12	
	500,000	-	500,000	5,000	2,110.60	55.64	2,166.24	55.64	4.64	0.15	
	600,000	-	600,000	6,250	2,638.25	69.55	2,707.80	69.55	5.80	0.19	

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$2,210,000.00
Total Sources	\$2,210,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	26,520.00
Costs of Issuance	62,000.00
Deposit to Capitalized Interest (CIF) Fund	66,691.67
Deposit to Project Construction Fund	2,050,000.00
Rounding Amount	4,788.33
Total Uses	\$2,210,000.00

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	66,691.67	66,691.67	(66,691.67)	-	-
08/01/2027	-	-	40,015.00	40,015.00	-	40,015.00	-
02/01/2028	85,000.00	2.900%	40,015.00	125,015.00	-	125,015.00	165,030.00
08/01/2028	-	-	38,782.50	38,782.50	-	38,782.50	-
02/01/2029	90,000.00	2.850%	38,782.50	128,782.50	-	128,782.50	167,565.00
08/01/2029	-	-	37,500.00	37,500.00	-	37,500.00	-
02/01/2030	90,000.00	2.850%	37,500.00	127,500.00	-	127,500.00	165,000.00
08/01/2030	-	-	36,217.50	36,217.50	-	36,217.50	-
02/01/2031	95,000.00	2.900%	36,217.50	131,217.50	-	131,217.50	167,435.00
08/01/2031	-	-	34,840.00	34,840.00	-	34,840.00	-
02/01/2032	95,000.00	2.950%	34,840.00	129,840.00	-	129,840.00	164,680.00
08/01/2032	-	-	33,438.75	33,438.75	-	33,438.75	-
02/01/2033	100,000.00	3.050%	33,438.75	133,438.75	-	133,438.75	166,877.50
08/01/2033	-	-	31,913.75	31,913.75	-	31,913.75	-
02/01/2034	100,000.00	3.100%	31,913.75	131,913.75	-	131,913.75	163,827.50
08/01/2034	-	-	30,363.75	30,363.75	-	30,363.75	-
02/01/2035	105,000.00	3.200%	30,363.75	135,363.75	-	135,363.75	165,727.50
08/01/2035	-	-	28,683.75	28,683.75	-	28,683.75	-
02/01/2036	110,000.00	3.300%	28,683.75	138,683.75	-	138,683.75	167,367.50
08/01/2036	-	-	26,868.75	26,868.75	-	26,868.75	-
02/01/2037	115,000.00	3.450%	26,868.75	141,868.75	-	141,868.75	168,737.50
08/01/2037	-	-	24,885.00	24,885.00	-	24,885.00	-
02/01/2038	115,000.00	3.650%	24,885.00	139,885.00	-	139,885.00	164,770.00
08/01/2038	-	-	22,786.25	22,786.25	-	22,786.25	-
02/01/2039	120,000.00	3.800%	22,786.25	142,786.25	-	142,786.25	165,572.50
08/01/2039	-	-	20,506.25	20,506.25	-	20,506.25	-
02/01/2040	125,000.00	3.850%	20,506.25	145,506.25	-	145,506.25	166,012.50
08/01/2040	-	-	18,100.00	18,100.00	-	18,100.00	-
02/01/2041	130,000.00	3.950%	18,100.00	148,100.00	-	148,100.00	166,200.00
08/01/2041	-	-	15,532.50	15,532.50	-	15,532.50	-
02/01/2042	135,000.00	4.050%	15,532.50	150,532.50	-	150,532.50	166,065.00
08/01/2042	-	-	12,798.75	12,798.75	-	12,798.75	-
02/01/2043	140,000.00	4.150%	12,798.75	152,798.75	-	152,798.75	165,597.50
08/01/2043	-	-	9,893.75	9,893.75	-	9,893.75	-
02/01/2044	145,000.00	4.250%	9,893.75	154,893.75	-	154,893.75	164,787.50
08/01/2044	-	-	6,812.50	6,812.50	-	6,812.50	-
02/01/2045	155,000.00	4.300%	6,812.50	161,812.50	-	161,812.50	168,625.00
08/01/2045	-	-	3,480.00	3,480.00	-	3,480.00	-
02/01/2046	160,000.00	4.350%	3,480.00	163,480.00	-	163,480.00	166,960.00
Total	\$2,210,000.00	-	\$1,013,529.17	\$3,223,529.17	(66,691.67)	\$3,156,837.50	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$26,221.67
Average Life	11.865 Years
Average Coupon	3.8652355%
Net Interest Cost (NIC)	3.9663732%
True Interest Cost (TIC)	3.9578841%
Bond Yield for Arbitrage Purposes	3.8261889%
All Inclusive Cost (AIC)	4.2747640%

IRS Form 8038

Net Interest Cost	3.8652355%
Weighted Average Maturity	11.865 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 4:00 PM



City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
02/01/2027	-	-	66,691.67	66,691.67	(66,691.67)	-	-
02/01/2028	85,000.00	2.900%	80,030.00	165,030.00	-	165,030.00	173,281.50
02/01/2029	90,000.00	2.850%	77,565.00	167,565.00	-	167,565.00	175,943.25
02/01/2030	90,000.00	2.850%	75,000.00	165,000.00	-	165,000.00	173,250.00
02/01/2031	95,000.00	2.900%	72,435.00	167,435.00	-	167,435.00	175,806.75
02/01/2032	95,000.00	2.950%	69,680.00	164,680.00	-	164,680.00	172,914.00
02/01/2033	100,000.00	3.050%	66,877.50	166,877.50	-	166,877.50	175,221.38
02/01/2034	100,000.00	3.100%	63,827.50	163,827.50	-	163,827.50	172,018.88
02/01/2035	105,000.00	3.200%	60,727.50	165,727.50	-	165,727.50	174,013.88
02/01/2036	110,000.00	3.300%	57,367.50	167,367.50	-	167,367.50	175,735.88
02/01/2037	115,000.00	3.450%	53,737.50	168,737.50	-	168,737.50	177,174.38
02/01/2038	115,000.00	3.650%	49,770.00	164,770.00	-	164,770.00	173,008.50
02/01/2039	120,000.00	3.800%	45,572.50	165,572.50	-	165,572.50	173,851.13
02/01/2040	125,000.00	3.850%	41,012.50	166,012.50	-	166,012.50	174,313.13
02/01/2041	130,000.00	3.950%	36,200.00	166,200.00	-	166,200.00	174,510.00
02/01/2042	135,000.00	4.050%	31,065.00	166,065.00	-	166,065.00	174,368.25
02/01/2043	140,000.00	4.150%	25,597.50	165,597.50	-	165,597.50	173,877.38
02/01/2044	145,000.00	4.250%	19,787.50	164,787.50	-	164,787.50	173,026.88
02/01/2045	155,000.00	4.300%	13,625.00	168,625.00	-	168,625.00	177,056.25
02/01/2046	160,000.00	4.350%	6,960.00	166,960.00	-	166,960.00	175,308.00
Total	\$2,210,000.00	-	\$1,013,529.17	\$3,223,529.17	(66,691.67)	\$3,156,837.50	\$3,314,679.38

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$26,221.67
Average Life	11.865 Years
Average Coupon	3.8652355%
Net Interest Cost (NIC)	3.9663732%
True Interest Cost (TIC)	3.9578841%
Bond Yield for Arbitrage Purposes	3.8261889%
All Inclusive Cost (AIC)	4.2747640%

City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$3,620,000
Number of Years	20
Average Interest Rate	3.86%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - Average	285,642
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	44.034%
Estimated Tax Rate Increase	1.822%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*		
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 5.47	\$ 132.10	\$5.47	\$0.46	\$0.01
	100,000	37,550	62,450	625	263.61	11.38	274.99	11.38	0.95	0.03
	150,000	33,050	116,950	1,170	493.67	21.31	514.98	21.31	1.78	0.06
	200,000	28,550	171,450	1,715	723.72	31.24	754.96	31.24	2.60	0.09
	250,000	24,050	225,950	2,260	953.78	41.17	994.95	41.17	3.43	0.11
	275,000	21,800	253,200	2,532	1,068.81	46.13	1,114.94	46.13	3.84	0.13
	300,000	19,550	280,450	2,805	1,183.84	51.10	1,234.93	51.10	4.26	0.14
	325,000	17,300	307,700	3,077	1,298.86	56.06	1,354.92	56.06	4.67	0.15
	350,000	15,050	334,950	3,350	1,413.89	61.03	1,474.92	61.03	5.09	0.17
	400,000	10,550	389,450	3,895	1,643.95	70.96	1,714.90	70.96	5.91	0.19
500,000	1,550	498,450	4,985	2,104.06	90.82	2,194.87	90.82	7.57	0.25	
600,000	-	600,000	6,250	2,638.25	113.87	2,752.12	113.87	9.49	0.31	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 27.33	\$ 660.51	\$27.33	\$2.28	\$0.07
	200,000	-	200,000	3,250	1,371.89	59.21	1,431.10	\$59.21	\$4.93	\$0.16
	300,000	-	300,000	5,250	2,216.13	95.65	2,311.78	\$95.65	\$7.97	\$0.26
	400,000	-	400,000	7,250	3,060.37	132.09	3,192.46	\$132.09	\$11.01	\$0.36
	500,000	-	500,000	9,250	3,904.61	168.53	4,073.14	168.53	14.04	0.46
	1,000,000	-	1,000,000	19,250	8,125.81	350.73	8,476.54	350.73	29.23	0.96
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 45.55	\$ 1,100.85	\$45.55	\$3.80	\$0.12
	500,000	-	500,000	6,250	2,638.25	113.87	2,752.12	113.87	9.49	0.31
	1,000,000	-	1,000,000	12,500	5,276.50	227.74	5,504.24	227.74	18.98	0.62
Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 61.03	\$ 1,474.92	\$61.03	\$5.09	\$0.17
	400,000	15,050	384,950	3,600	1,519.42	65.58	1,585.00	65.58	5.47	0.18
	500,000	15,050	484,950	4,100	1,730.48	74.69	1,805.17	74.69	6.22	0.20
	600,000	15,050	584,950	4,600	1,941.54	83.80	2,025.34	83.80	6.98	0.23
	800,000	15,050	784,950	5,600	2,363.66	102.02	2,465.68	102.02	8.50	0.28
	1,000,000	15,050	984,950	6,600	2,785.78	120.24	2,906.02	120.24	10.02	0.33
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.27	\$ 6.61	\$0.27	\$0.02	\$0.00
	2,000	-	2,000	20	8.44	0.36	8.81	0.36	0.03	0.00
	2,500	-	2,500	25	10.55	0.46	11.01	0.46	0.04	0.00
	3,500	-	3,500	35	14.77	0.64	15.41	0.64	0.05	0.00
	4,500	-	4,500	45	19.00	0.82	19.82	0.82	0.07	0.00
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 18.22	\$ 440.34	\$18.22	\$1.52	\$0.05
	200,000	-	200,000	2,000	844.24	36.44	880.68	36.44	3.04	0.10
	300,000	-	300,000	3,000	1,266.36	54.66	1,321.02	54.66	4.55	0.15
	400,000	-	400,000	4,000	1,688.48	72.88	1,761.36	72.88	6.07	0.20
	500,000	-	500,000	5,000	2,110.60	91.10	2,201.70	91.10	7.59	0.25
	600,000	-	600,000	6,250	2,638.25	113.87	2,752.12	113.87	9.49	0.31

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$3,620,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$3,620,000.00
Total Sources	\$3,620,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	43,440.00
Costs of Issuance	69,000.00
Deposit to Capitalized Interest (CIF) Fund	109,204.17
Deposit to Project Construction Fund	3,395,000.00
Rounding Amount	3,355.83
Total Uses	\$3,620,000.00

City of North Branch, Minnesota

\$3,620,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	109,204.17	109,204.17	(109,204.17)	-	-
08/01/2027	-	-	65,522.50	65,522.50	-	65,522.50	-
02/01/2028	140,000.00	2.900%	65,522.50	205,522.50	-	205,522.50	271,045.00
08/01/2028	-	-	63,492.50	63,492.50	-	63,492.50	-
02/01/2029	145,000.00	2.850%	63,492.50	208,492.50	-	208,492.50	271,985.00
08/01/2029	-	-	61,426.25	61,426.25	-	61,426.25	-
02/01/2030	150,000.00	2.850%	61,426.25	211,426.25	-	211,426.25	272,852.50
08/01/2030	-	-	59,288.75	59,288.75	-	59,288.75	-
02/01/2031	155,000.00	2.900%	59,288.75	214,288.75	-	214,288.75	273,577.50
08/01/2031	-	-	57,041.25	57,041.25	-	57,041.25	-
02/01/2032	160,000.00	2.950%	57,041.25	217,041.25	-	217,041.25	274,082.50
08/01/2032	-	-	54,681.25	54,681.25	-	54,681.25	-
02/01/2033	160,000.00	3.050%	54,681.25	214,681.25	-	214,681.25	269,362.50
08/01/2033	-	-	52,241.25	52,241.25	-	52,241.25	-
02/01/2034	165,000.00	3.100%	52,241.25	217,241.25	-	217,241.25	269,482.50
08/01/2034	-	-	49,683.75	49,683.75	-	49,683.75	-
02/01/2035	175,000.00	3.200%	49,683.75	224,683.75	-	224,683.75	274,367.50
08/01/2035	-	-	46,883.75	46,883.75	-	46,883.75	-
02/01/2036	180,000.00	3.300%	46,883.75	226,883.75	-	226,883.75	273,767.50
08/01/2036	-	-	43,913.75	43,913.75	-	43,913.75	-
02/01/2037	185,000.00	3.450%	43,913.75	228,913.75	-	228,913.75	272,827.50
08/01/2037	-	-	40,722.50	40,722.50	-	40,722.50	-
02/01/2038	190,000.00	3.650%	40,722.50	230,722.50	-	230,722.50	271,445.00
08/01/2038	-	-	37,255.00	37,255.00	-	37,255.00	-
02/01/2039	195,000.00	3.800%	37,255.00	232,255.00	-	232,255.00	269,510.00
08/01/2039	-	-	33,550.00	33,550.00	-	33,550.00	-
02/01/2040	205,000.00	3.850%	33,550.00	238,550.00	-	238,550.00	272,100.00
08/01/2040	-	-	29,603.75	29,603.75	-	29,603.75	-
02/01/2041	215,000.00	3.950%	29,603.75	244,603.75	-	244,603.75	274,207.50
08/01/2041	-	-	25,357.50	25,357.50	-	25,357.50	-
02/01/2042	220,000.00	4.050%	25,357.50	245,357.50	-	245,357.50	270,715.00
08/01/2042	-	-	20,902.50	20,902.50	-	20,902.50	-
02/01/2043	230,000.00	4.150%	20,902.50	250,902.50	-	250,902.50	271,805.00
08/01/2043	-	-	16,130.00	16,130.00	-	16,130.00	-
02/01/2044	240,000.00	4.250%	16,130.00	256,130.00	-	256,130.00	272,260.00
08/01/2044	-	-	11,030.00	11,030.00	-	11,030.00	-
02/01/2045	250,000.00	4.300%	11,030.00	261,030.00	-	261,030.00	272,060.00
08/01/2045	-	-	5,655.00	5,655.00	-	5,655.00	-
02/01/2046	260,000.00	4.350%	5,655.00	265,655.00	-	265,655.00	271,310.00
Total	\$3,620,000.00	-	\$1,657,966.67	\$5,277,966.67	(109,204.17)	\$5,168,762.50	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$42,906.67
Average Life	11.853 Years
Average Coupon	3.8641237%
Net Interest Cost (NIC)	3.9653667%
True Interest Cost (TIC)	3.9568592%
Bond Yield for Arbitrage Purposes	3.8250644%
All Inclusive Cost (AIC)	4.1709073%

IRS Form 8038

Net Interest Cost	3.8641237%
Weighted Average Maturity	11.853 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 4:01 PM



City of North Branch, Minnesota

\$3,620,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
02/01/2027	-	-	109,204.17	109,204.17	(109,204.17)	-	-
02/01/2028	140,000.00	2.900%	131,045.00	271,045.00	-	271,045.00	284,597.25
02/01/2029	145,000.00	2.850%	126,985.00	271,985.00	-	271,985.00	285,584.25
02/01/2030	150,000.00	2.850%	122,852.50	272,852.50	-	272,852.50	286,495.13
02/01/2031	155,000.00	2.900%	118,577.50	273,577.50	-	273,577.50	287,256.38
02/01/2032	160,000.00	2.950%	114,082.50	274,082.50	-	274,082.50	287,786.63
02/01/2033	160,000.00	3.050%	109,362.50	269,362.50	-	269,362.50	282,830.63
02/01/2034	165,000.00	3.100%	104,482.50	269,482.50	-	269,482.50	282,956.63
02/01/2035	175,000.00	3.200%	99,367.50	274,367.50	-	274,367.50	288,085.88
02/01/2036	180,000.00	3.300%	93,767.50	273,767.50	-	273,767.50	287,455.88
02/01/2037	185,000.00	3.450%	87,827.50	272,827.50	-	272,827.50	286,468.88
02/01/2038	190,000.00	3.650%	81,445.00	271,445.00	-	271,445.00	285,017.25
02/01/2039	195,000.00	3.800%	74,510.00	269,510.00	-	269,510.00	282,985.50
02/01/2040	205,000.00	3.850%	67,100.00	272,100.00	-	272,100.00	285,705.00
02/01/2041	215,000.00	3.950%	59,207.50	274,207.50	-	274,207.50	287,917.88
02/01/2042	220,000.00	4.050%	50,715.00	270,715.00	-	270,715.00	284,250.75
02/01/2043	230,000.00	4.150%	41,805.00	271,805.00	-	271,805.00	285,395.25
02/01/2044	240,000.00	4.250%	32,260.00	272,260.00	-	272,260.00	285,873.00
02/01/2045	250,000.00	4.300%	22,060.00	272,060.00	-	272,060.00	285,663.00
02/01/2046	260,000.00	4.350%	11,310.00	271,310.00	-	271,310.00	284,875.50
Total	\$3,620,000.00	-	\$1,657,966.67	\$5,277,966.67	(109,204.17)	\$5,168,762.50	\$5,427,200.63

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$42,906.67
Average Life	11.853 Years
Average Coupon	3.8641237%
Net Interest Cost (NIC)	3.9653667%
True Interest Cost (TIC)	3.9568592%
Bond Yield for Arbitrage Purposes	3.8250644%
All Inclusive Cost (AIC)	4.1709073%

City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$3,850,000
Number of Years	20
Average Interest Rate	3.86%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - Average	303,670
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	44.149%
Estimated Tax Rate Increase	1.937%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*		
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 5.81	\$ 132.45	\$5.81	\$0.48	\$0.02
	100,000	37,550	62,450	625	263.61	12.10	275.71	12.10	1.01	0.03
	150,000	33,050	116,950	1,170	493.67	22.65	516.32	22.65	1.89	0.06
	200,000	28,550	171,450	1,715	723.72	33.21	756.93	33.21	2.77	0.09
	250,000	24,050	225,950	2,260	953.78	43.77	997.55	43.77	3.65	0.12
	275,000	21,800	253,200	2,532	1,068.81	49.04	1,117.85	49.04	4.09	0.13
	300,000	19,550	280,450	2,805	1,183.84	54.32	1,238.16	54.32	4.53	0.15
	325,000	17,300	307,700	3,077	1,298.86	59.60	1,358.46	59.60	4.97	0.16
	350,000	15,050	334,950	3,350	1,413.89	64.88	1,478.77	64.88	5.41	0.18
	400,000	10,550	389,450	3,895	1,643.95	75.43	1,719.38	75.43	6.29	0.21
500,000	1,550	498,450	4,985	2,104.06	96.55	2,200.60	96.55	8.05	0.26	
600,000	-	600,000	6,250	2,638.25	121.06	2,759.31	121.06	10.09	0.33	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 29.05	\$ 662.23	\$29.05	\$2.42	\$0.08
	200,000	-	200,000	3,250	1,371.89	62.95	1,434.84	\$62.95	\$5.25	\$0.17
	300,000	-	300,000	5,250	2,216.13	101.69	2,317.82	\$101.69	\$8.47	\$0.28
	400,000	-	400,000	7,250	3,060.37	140.43	3,200.80	\$140.43	\$11.70	\$0.38
	500,000	-	500,000	9,250	3,904.61	179.17	4,083.78	179.17	14.93	0.49
	1,000,000	-	1,000,000	19,250	8,125.81	372.86	8,498.67	372.86	31.07	1.02
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 48.42	\$ 1,103.72	\$48.42	\$4.04	\$0.13
	500,000	-	500,000	6,250	2,638.25	121.06	2,759.31	121.06	10.09	0.33
	1,000,000	-	1,000,000	12,500	5,276.50	242.12	5,518.62	242.12	20.18	0.66
Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 64.88	\$ 1,478.77	\$64.88	\$5.41	\$0.18
	400,000	15,050	384,950	3,600	1,519.42	69.72	1,589.14	69.72	5.81	0.19
	500,000	15,050	484,950	4,100	1,730.48	79.41	1,809.89	79.41	6.62	0.22
	600,000	15,050	584,950	4,600	1,941.54	89.09	2,030.63	89.09	7.42	0.24
	800,000	15,050	784,950	5,600	2,363.66	108.46	2,472.12	108.46	9.04	0.30
	1,000,000	15,050	984,950	6,600	2,785.78	127.83	2,913.61	127.83	10.65	0.35
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.29	\$ 6.62	\$0.29	\$0.02	\$0.00
	2,000	-	2,000	20	8.44	0.39	8.83	0.39	0.03	0.00
	2,500	-	2,500	25	10.55	0.48	11.04	0.48	0.04	0.00
	3,500	-	3,500	35	14.77	0.68	15.45	0.68	0.06	0.00
	4,500	-	4,500	45	19.00	0.87	19.87	0.87	0.07	0.00
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 19.37	\$ 441.49	\$19.37	\$1.61	\$0.05
	200,000	-	200,000	2,000	844.24	38.74	882.98	38.74	3.23	0.11
	300,000	-	300,000	3,000	1,266.36	58.11	1,324.47	58.11	4.84	0.16
	400,000	-	400,000	4,000	1,688.48	77.48	1,765.96	77.48	6.46	0.21
	500,000	-	500,000	5,000	2,110.60	96.85	2,207.45	96.85	8.07	0.27
	600,000	-	600,000	6,250	2,638.25	121.06	2,759.31	121.06	10.09	0.33

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$3,850,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$3,850,000.00
Total Sources	\$3,850,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	46,200.00
Costs of Issuance	69,000.00
Deposit to Capitalized Interest (CIF) Fund	116,106.25
Deposit to Project Construction Fund	3,615,000.00
Rounding Amount	3,693.75
Total Uses	\$3,850,000.00

City of North Branch, Minnesota

\$3,850,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	116,106.25	116,106.25	(116,106.25)	-	-
08/01/2027	-	-	69,663.75	69,663.75	-	69,663.75	-
02/01/2028	150,000.00	2.900%	69,663.75	219,663.75	-	219,663.75	289,327.50
08/01/2028	-	-	67,488.75	67,488.75	-	67,488.75	-
02/01/2029	155,000.00	2.850%	67,488.75	222,488.75	-	222,488.75	289,977.50
08/01/2029	-	-	65,280.00	65,280.00	-	65,280.00	-
02/01/2030	160,000.00	2.850%	65,280.00	225,280.00	-	225,280.00	290,560.00
08/01/2030	-	-	63,000.00	63,000.00	-	63,000.00	-
02/01/2031	165,000.00	2.900%	63,000.00	228,000.00	-	228,000.00	291,000.00
08/01/2031	-	-	60,607.50	60,607.50	-	60,607.50	-
02/01/2032	170,000.00	2.950%	60,607.50	230,607.50	-	230,607.50	291,215.00
08/01/2032	-	-	58,100.00	58,100.00	-	58,100.00	-
02/01/2033	170,000.00	3.050%	58,100.00	228,100.00	-	228,100.00	286,200.00
08/01/2033	-	-	55,507.50	55,507.50	-	55,507.50	-
02/01/2034	180,000.00	3.100%	55,507.50	235,507.50	-	235,507.50	291,015.00
08/01/2034	-	-	52,717.50	52,717.50	-	52,717.50	-
02/01/2035	185,000.00	3.200%	52,717.50	237,717.50	-	237,717.50	290,435.00
08/01/2035	-	-	49,757.50	49,757.50	-	49,757.50	-
02/01/2036	190,000.00	3.300%	49,757.50	239,757.50	-	239,757.50	289,515.00
08/01/2036	-	-	46,622.50	46,622.50	-	46,622.50	-
02/01/2037	195,000.00	3.450%	46,622.50	241,622.50	-	241,622.50	288,245.00
08/01/2037	-	-	43,258.75	43,258.75	-	43,258.75	-
02/01/2038	200,000.00	3.650%	43,258.75	243,258.75	-	243,258.75	286,517.50
08/01/2038	-	-	39,608.75	39,608.75	-	39,608.75	-
02/01/2039	210,000.00	3.800%	39,608.75	249,608.75	-	249,608.75	289,217.50
08/01/2039	-	-	35,618.75	35,618.75	-	35,618.75	-
02/01/2040	220,000.00	3.850%	35,618.75	255,618.75	-	255,618.75	291,237.50
08/01/2040	-	-	31,383.75	31,383.75	-	31,383.75	-
02/01/2041	225,000.00	3.950%	31,383.75	256,383.75	-	256,383.75	287,767.50
08/01/2041	-	-	26,940.00	26,940.00	-	26,940.00	-
02/01/2042	235,000.00	4.050%	26,940.00	261,940.00	-	261,940.00	288,880.00
08/01/2042	-	-	22,181.25	22,181.25	-	22,181.25	-
02/01/2043	245,000.00	4.150%	22,181.25	267,181.25	-	267,181.25	289,362.50
08/01/2043	-	-	17,097.50	17,097.50	-	17,097.50	-
02/01/2044	255,000.00	4.250%	17,097.50	272,097.50	-	272,097.50	289,195.00
08/01/2044	-	-	11,678.75	11,678.75	-	11,678.75	-
02/01/2045	265,000.00	4.300%	11,678.75	276,678.75	-	276,678.75	288,357.50
08/01/2045	-	-	5,981.25	5,981.25	-	5,981.25	-
02/01/2046	275,000.00	4.350%	5,981.25	280,981.25	-	280,981.25	286,962.50
Total	\$3,850,000.00	-	\$1,761,093.75	\$5,611,093.75	(116,106.25)	\$5,494,987.50	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$45,583.33
Average Life	11.840 Years
Average Coupon	3.8634598%
Net Interest Cost (NIC)	3.9648126%
True Interest Cost (TIC)	3.9562704%
Bond Yield for Arbitrage Purposes	3.8243581%
All Inclusive Cost (AIC)	4.1575458%

IRS Form 8038

Net Interest Cost	3.8634598%
Weighted Average Maturity	11.840 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 4:03 PM



City of North Branch, Minnesota

\$3,850,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
02/01/2027	-	-	116,106.25	116,106.25	(116,106.25)	-	-
02/01/2028	150,000.00	2.900%	139,327.50	289,327.50	-	289,327.50	303,793.88
02/01/2029	155,000.00	2.850%	134,977.50	289,977.50	-	289,977.50	304,476.38
02/01/2030	160,000.00	2.850%	130,560.00	290,560.00	-	290,560.00	305,088.00
02/01/2031	165,000.00	2.900%	126,000.00	291,000.00	-	291,000.00	305,550.00
02/01/2032	170,000.00	2.950%	121,215.00	291,215.00	-	291,215.00	305,775.75
02/01/2033	170,000.00	3.050%	116,200.00	286,200.00	-	286,200.00	300,510.00
02/01/2034	180,000.00	3.100%	111,015.00	291,015.00	-	291,015.00	305,565.75
02/01/2035	185,000.00	3.200%	105,435.00	290,435.00	-	290,435.00	304,956.75
02/01/2036	190,000.00	3.300%	99,515.00	289,515.00	-	289,515.00	303,990.75
02/01/2037	195,000.00	3.450%	93,245.00	288,245.00	-	288,245.00	302,657.25
02/01/2038	200,000.00	3.650%	86,517.50	286,517.50	-	286,517.50	300,843.38
02/01/2039	210,000.00	3.800%	79,217.50	289,217.50	-	289,217.50	303,678.38
02/01/2040	220,000.00	3.850%	71,237.50	291,237.50	-	291,237.50	305,799.38
02/01/2041	225,000.00	3.950%	62,767.50	287,767.50	-	287,767.50	302,155.88
02/01/2042	235,000.00	4.050%	53,880.00	288,880.00	-	288,880.00	303,324.00
02/01/2043	245,000.00	4.150%	44,362.50	289,362.50	-	289,362.50	303,830.63
02/01/2044	255,000.00	4.250%	34,195.00	289,195.00	-	289,195.00	303,654.75
02/01/2045	265,000.00	4.300%	23,357.50	288,357.50	-	288,357.50	302,775.38
02/01/2046	275,000.00	4.350%	11,962.50	286,962.50	-	286,962.50	301,310.63
Total	\$3,850,000.00	-	\$1,761,093.75	\$5,611,093.75	(116,106.25)	\$5,494,987.50	\$5,769,736.88

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$45,583.33
Average Life	11.840 Years
Average Coupon	3.8634598%
Net Interest Cost (NIC)	3.9648126%
True Interest Cost (TIC)	3.9562704%
Bond Yield for Arbitrage Purposes	3.8243581%
All Inclusive Cost (AIC)	4.1575458%

City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$2,210,000
Number of Years	20
Average Interest Rate	3.94%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - First Year	88,423
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	42.776%
Estimated Tax Rate Increase	0.564%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*		
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 1.69	\$ 128.33	\$1.69	\$0.14	\$0.00
	100,000	37,550	62,450	625	263.61	3.52	267.14	3.52	0.29	0.01
	150,000	33,050	116,950	1,170	493.67	6.60	500.27	6.60	0.55	0.02
	200,000	28,550	171,450	1,715	723.72	9.67	733.39	9.67	0.81	0.03
	250,000	24,050	225,950	2,260	953.78	12.74	966.52	12.74	1.06	0.03
	275,000	21,800	253,200	2,532	1,068.81	14.28	1,083.09	14.28	1.19	0.04
	300,000	19,550	280,450	2,805	1,183.84	15.82	1,199.65	15.82	1.32	0.04
	325,000	17,300	307,700	3,077	1,298.86	17.35	1,316.22	17.35	1.45	0.05
	350,000	15,050	334,950	3,350	1,413.89	18.89	1,432.78	18.89	1.57	0.05
	400,000	10,550	389,450	3,895	1,643.95	21.97	1,665.91	21.97	1.83	0.06
500,000	1,550	498,450	4,985	2,104.06	28.11	2,132.17	28.11	2.34	0.08	
600,000	-	600,000	6,250	2,638.25	35.25	2,673.50	35.25	2.94	0.10	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 8.46	\$ 641.64	\$8.46	\$0.71	\$0.02
	200,000	-	200,000	3,250	1,371.89	18.33	1,390.22	\$18.33	\$1.53	\$0.05
	300,000	-	300,000	5,250	2,216.13	29.61	2,245.74	\$29.61	\$2.47	\$0.08
	400,000	-	400,000	7,250	3,060.37	40.89	3,101.26	\$40.89	\$3.41	\$0.11
	500,000	-	500,000	9,250	3,904.61	52.17	3,956.78	52.17	4.35	0.14
	1,000,000	-	1,000,000	19,250	8,125.81	108.57	8,234.38	108.57	9.05	0.30
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 14.10	\$ 1,069.40	\$14.10	\$1.18	\$0.04
	500,000	-	500,000	6,250	2,638.25	35.25	2,673.50	35.25	2.94	0.10
	1,000,000	-	1,000,000	12,500	5,276.50	70.50	5,347.00	70.50	5.88	0.19
Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 18.89	\$ 1,432.78	\$18.89	\$1.57	\$0.05
	400,000	15,050	384,950	3,600	1,519.42	20.30	1,539.72	20.30	1.69	0.06
	500,000	15,050	484,950	4,100	1,730.48	23.12	1,753.60	23.12	1.93	0.06
	600,000	15,050	584,950	4,600	1,941.54	25.94	1,967.48	25.94	2.16	0.07
	800,000	15,050	784,950	5,600	2,363.66	31.58	2,395.24	31.58	2.63	0.09
	1,000,000	15,050	984,950	6,600	2,785.78	37.22	2,823.00	37.22	3.10	0.10
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.08	\$ 6.42	\$0.08	\$0.01	\$0.00
	2,000	-	2,000	20	8.44	0.11	8.56	0.11	0.01	0.00
	2,500	-	2,500	25	10.55	0.14	10.69	0.14	0.01	0.00
	3,500	-	3,500	35	14.77	0.20	14.97	0.20	0.02	0.00
	4,500	-	4,500	45	19.00	0.25	19.25	0.25	0.02	0.00
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 5.64	\$ 427.76	\$5.64	\$0.47	\$0.02
	200,000	-	200,000	2,000	844.24	11.28	855.52	11.28	0.94	0.03
	300,000	-	300,000	3,000	1,266.36	16.92	1,283.28	16.92	1.41	0.05
	400,000	-	400,000	4,000	1,688.48	22.56	1,711.04	22.56	1.88	0.06
	500,000	-	500,000	5,000	2,110.60	28.20	2,138.80	28.20	2.35	0.08
	600,000	-	600,000	6,250	2,638.25	35.25	2,673.50	35.25	2.94	0.10

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$2,210,000.00
Total Sources	\$2,210,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	26,520.00
Costs of Issuance	62,000.00
Deposit to Capitalized Interest (CIF) Fund	70,177.08
Deposit to Project Construction Fund	2,050,000.00
Rounding Amount	1,302.92
Total Uses	\$2,210,000.00

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
08/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	70,177.08	70,177.08	(70,177.08)	-	-
08/01/2027	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2028	-	-	42,106.25	42,106.25	-	42,106.25	84,212.50
08/01/2028	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2029	-	-	42,106.25	42,106.25	-	42,106.25	84,212.50
08/01/2029	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2030	-	-	42,106.25	42,106.25	-	42,106.25	84,212.50
08/01/2030	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2031	-	-	42,106.25	42,106.25	-	42,106.25	84,212.50
08/01/2031	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2032	-	-	42,106.25	42,106.25	-	42,106.25	84,212.50
08/01/2032	-	-	42,106.25	42,106.25	-	42,106.25	-
02/01/2033	125,000.00	3.050%	42,106.25	167,106.25	-	167,106.25	209,212.50
08/01/2033	-	-	40,200.00	40,200.00	-	40,200.00	-
02/01/2034	130,000.00	3.100%	40,200.00	170,200.00	-	170,200.00	210,400.00
08/01/2034	-	-	38,185.00	38,185.00	-	38,185.00	-
02/01/2035	135,000.00	3.200%	38,185.00	173,185.00	-	173,185.00	211,370.00
08/01/2035	-	-	36,025.00	36,025.00	-	36,025.00	-
02/01/2036	135,000.00	3.300%	36,025.00	171,025.00	-	171,025.00	207,050.00
08/01/2036	-	-	33,797.50	33,797.50	-	33,797.50	-
02/01/2037	140,000.00	3.450%	33,797.50	173,797.50	-	173,797.50	207,595.00
08/01/2037	-	-	31,382.50	31,382.50	-	31,382.50	-
02/01/2038	145,000.00	3.650%	31,382.50	176,382.50	-	176,382.50	207,765.00
08/01/2038	-	-	28,736.25	28,736.25	-	28,736.25	-
02/01/2039	150,000.00	3.800%	28,736.25	178,736.25	-	178,736.25	207,472.50
08/01/2039	-	-	25,886.25	25,886.25	-	25,886.25	-
02/01/2040	160,000.00	3.850%	25,886.25	185,886.25	-	185,886.25	211,772.50
08/01/2040	-	-	22,806.25	22,806.25	-	22,806.25	-
02/01/2041	165,000.00	3.950%	22,806.25	187,806.25	-	187,806.25	210,612.50
08/01/2041	-	-	19,547.50	19,547.50	-	19,547.50	-
02/01/2042	170,000.00	4.050%	19,547.50	189,547.50	-	189,547.50	209,095.00
08/01/2042	-	-	16,105.00	16,105.00	-	16,105.00	-
02/01/2043	175,000.00	4.150%	16,105.00	191,105.00	-	191,105.00	207,210.00
08/01/2043	-	-	12,473.75	12,473.75	-	12,473.75	-
02/01/2044	185,000.00	4.250%	12,473.75	197,473.75	-	197,473.75	209,947.50
08/01/2044	-	-	8,542.50	8,542.50	-	8,542.50	-
02/01/2045	195,000.00	4.300%	8,542.50	203,542.50	-	203,542.50	212,085.00
08/01/2045	-	-	4,350.00	4,350.00	-	4,350.00	-
02/01/2046	200,000.00	4.350%	4,350.00	204,350.00	-	204,350.00	208,700.00
Total	\$2,210,000.00	-	\$1,211,527.08	\$3,421,527.08	(70,177.08)	\$3,351,350.00	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$30,786.67
Average Life	13.931 Years
Average Coupon	3.9352330%
Net Interest Cost (NIC)	4.0213742%
True Interest Cost (TIC)	4.0216904%
Bond Yield for Arbitrage Purposes	3.9070834%
All Inclusive Cost (AIC)	4.2967832%

IRS Form 8038

Net Interest Cost	3.9352330%
Weighted Average Maturity	13.931 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 11:21 AM

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% Overlevy
02/01/2027	-	-	70,177.08	70,177.08	(70,177.08)	-	-
02/01/2028	-	-	84,212.50	84,212.50	-	84,212.50	88,423.13
02/01/2029	-	-	84,212.50	84,212.50	-	84,212.50	88,423.13
02/01/2030	-	-	84,212.50	84,212.50	-	84,212.50	88,423.13
02/01/2031	-	-	84,212.50	84,212.50	-	84,212.50	88,423.13
02/01/2032	-	-	84,212.50	84,212.50	-	84,212.50	88,423.13
02/01/2033	125,000.00	3.050%	84,212.50	209,212.50	-	209,212.50	219,673.13
02/01/2034	130,000.00	3.100%	80,400.00	210,400.00	-	210,400.00	220,920.00
02/01/2035	135,000.00	3.200%	76,370.00	211,370.00	-	211,370.00	221,938.50
02/01/2036	135,000.00	3.300%	72,050.00	207,050.00	-	207,050.00	217,402.50
02/01/2037	140,000.00	3.450%	67,595.00	207,595.00	-	207,595.00	217,974.75
02/01/2038	145,000.00	3.650%	62,765.00	207,765.00	-	207,765.00	218,153.25
02/01/2039	150,000.00	3.800%	57,472.50	207,472.50	-	207,472.50	217,846.13
02/01/2040	160,000.00	3.850%	51,772.50	211,772.50	-	211,772.50	222,361.13
02/01/2041	165,000.00	3.950%	45,612.50	210,612.50	-	210,612.50	221,143.13
02/01/2042	170,000.00	4.050%	39,095.00	209,095.00	-	209,095.00	219,549.75
02/01/2043	175,000.00	4.150%	32,210.00	207,210.00	-	207,210.00	217,570.50
02/01/2044	185,000.00	4.250%	24,947.50	209,947.50	-	209,947.50	220,444.88
02/01/2045	195,000.00	4.300%	17,085.00	212,085.00	-	212,085.00	222,689.25
02/01/2046	200,000.00	4.350%	8,700.00	208,700.00	-	208,700.00	219,135.00
Total	\$2,210,000.00	-	\$1,211,527.08	\$3,421,527.08	(70,177.08)	\$3,351,350.00	\$3,518,917.50

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$30,786.67
Average Life	13.931 Years
Average Coupon	3.9352330%
Net Interest Cost (NIC)	4.0213742%
True Interest Cost (TIC)	4.0216904%
Bond Yield for Arbitrage Purposes	3.9070834%
All Inclusive Cost (AIC)	4.2967832%

IRS Form 8038

Net Interest Cost	3.9352330%
Weighted Average Maturity	13.931 Years

City of North Branch, Minnesota

\$2,210,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Existing D/S	Net New D/S	105% of Total
02/01/2027	-	-	70,177.08	70,177.08	(70,177.08)	205,200.00	205,200.00	215,460.00
02/01/2028	-	-	84,212.50	84,212.50	-	206,500.00	290,712.50	305,248.13
02/01/2029	-	-	84,212.50	84,212.50	-	167,700.00	251,912.50	264,508.13
02/01/2030	-	-	84,212.50	84,212.50	-	169,600.00	253,812.50	266,503.13
02/01/2031	-	-	84,212.50	84,212.50	-	166,400.00	250,612.50	263,143.13
02/01/2032	-	-	84,212.50	84,212.50	-	163,200.00	247,412.50	259,783.13
02/01/2033	125,000.00	3.050%	84,212.50	209,212.50	-	-	209,212.50	219,673.13
02/01/2034	130,000.00	3.100%	80,400.00	210,400.00	-	-	210,400.00	220,920.00
02/01/2035	135,000.00	3.200%	76,370.00	211,370.00	-	-	211,370.00	221,938.50
02/01/2036	135,000.00	3.300%	72,050.00	207,050.00	-	-	207,050.00	217,402.50
02/01/2037	140,000.00	3.450%	67,595.00	207,595.00	-	-	207,595.00	217,974.75
02/01/2038	145,000.00	3.650%	62,765.00	207,765.00	-	-	207,765.00	218,153.25
02/01/2039	150,000.00	3.800%	57,472.50	207,472.50	-	-	207,472.50	217,846.13
02/01/2040	160,000.00	3.850%	51,772.50	211,772.50	-	-	211,772.50	222,361.13
02/01/2041	165,000.00	3.950%	45,612.50	210,612.50	-	-	210,612.50	221,143.13
02/01/2042	170,000.00	4.050%	39,095.00	209,095.00	-	-	209,095.00	219,549.75
02/01/2043	175,000.00	4.150%	32,210.00	207,210.00	-	-	207,210.00	217,570.50
02/01/2044	185,000.00	4.250%	24,947.50	209,947.50	-	-	209,947.50	220,444.88
02/01/2045	195,000.00	4.300%	17,085.00	212,085.00	-	-	212,085.00	222,689.25
02/01/2046	200,000.00	4.350%	8,700.00	208,700.00	-	-	208,700.00	219,135.00
Total	\$2,210,000.00	-	\$1,211,527.08	\$3,421,527.08	(70,177.08)	\$1,078,600.00	\$4,429,950.00	\$4,651,447.50

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$30,786.67
Average Life	13.931 Years
Average Coupon	3.9352330%
Net Interest Cost (NIC)	4.0213742%
True Interest Cost (TIC)	4.0216904%
Bond Yield for Arbitrage Purposes	3.9070834%
All Inclusive Cost (AIC)	4.2967832%

City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$3,625,000
Number of Years	20
Average Interest Rate	3.92%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - First Year	143,916
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	43.130%
Estimated Tax Rate Increase	0.918%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*		
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 2.75	\$ 129.39	\$2.75	\$0.23	\$0.01
	100,000	37,550	62,450	625	263.61	5.73	269.35	5.73	0.48	0.02
	150,000	33,050	116,950	1,170	493.67	10.74	504.40	10.74	0.89	0.03
	200,000	28,550	171,450	1,715	723.72	15.74	739.46	15.74	1.31	0.04
	250,000	24,050	225,950	2,260	953.78	20.74	974.52	20.74	1.73	0.06
	275,000	21,800	253,200	2,532	1,068.81	23.24	1,092.05	23.24	1.94	0.06
	300,000	19,550	280,450	2,805	1,183.84	25.74	1,209.58	25.74	2.15	0.07
	325,000	17,300	307,700	3,077	1,298.86	28.25	1,327.11	28.25	2.35	0.08
	350,000	15,050	334,950	3,350	1,413.89	30.75	1,444.64	30.75	2.56	0.08
	400,000	10,550	389,450	3,895	1,643.95	35.75	1,679.70	35.75	2.98	0.10
500,000	1,550	498,450	4,985	2,104.06	45.76	2,149.81	45.76	3.81	0.13	
600,000	-	600,000	6,250	2,638.25	57.37	2,695.62	57.37	4.78	0.16	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 13.77	\$ 646.95	\$13.77	\$1.15	\$0.04
	200,000	-	200,000	3,250	1,371.89	29.83	1,401.72	\$29.83	\$2.49	\$0.08
	300,000	-	300,000	5,250	2,216.13	48.19	2,264.32	\$48.19	\$4.02	\$0.13
	400,000	-	400,000	7,250	3,060.37	66.55	3,126.92	\$66.55	\$5.55	\$0.18
	500,000	-	500,000	9,250	3,904.61	84.91	3,989.52	84.91	7.08	0.23
	1,000,000	-	1,000,000	19,250	8,125.81	176.71	8,302.52	176.71	14.73	0.48
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 22.95	\$ 1,078.25	\$22.95	\$1.91	\$0.06
	500,000	-	500,000	6,250	2,638.25	57.37	2,695.62	57.37	4.78	0.16
	1,000,000	-	1,000,000	12,500	5,276.50	114.74	5,391.24	114.74	9.56	0.31
Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 30.75	\$ 1,444.64	\$30.75	\$2.56	\$0.08
	400,000	15,050	384,950	3,600	1,519.42	33.04	1,552.46	33.04	2.75	0.09
	500,000	15,050	484,950	4,100	1,730.48	37.63	1,768.11	37.63	3.14	0.10
	600,000	15,050	584,950	4,600	1,941.54	42.22	1,983.76	42.22	3.52	0.12
	800,000	15,050	784,950	5,600	2,363.66	51.40	2,415.06	51.40	4.28	0.14
	1,000,000	15,050	984,950	6,600	2,785.78	60.58	2,846.36	60.58	5.05	0.17
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.14	\$ 6.47	\$0.14	\$0.01	\$0.00
	2,000	-	2,000	20	8.44	0.18	8.63	0.18	0.02	0.00
	2,500	-	2,500	25	10.55	0.23	10.78	0.23	0.02	0.00
	3,500	-	3,500	35	14.77	0.32	15.10	0.32	0.03	0.00
	4,500	-	4,500	45	19.00	0.41	19.41	0.41	0.03	0.00
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 9.18	\$ 431.30	\$9.18	\$0.76	\$0.03
	200,000	-	200,000	2,000	844.24	18.36	862.60	18.36	1.53	0.05
	300,000	-	300,000	3,000	1,266.36	27.54	1,293.90	27.54	2.29	0.08
	400,000	-	400,000	4,000	1,688.48	36.72	1,725.20	36.72	3.06	0.10
	500,000	-	500,000	5,000	2,110.60	45.90	2,156.50	45.90	3.82	0.13
	600,000	-	600,000	6,250	2,638.25	57.37	2,695.62	57.37	4.78	0.16

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$3,625,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$3,625,000.00
Total Sources	\$3,625,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	43,500.00
Costs of Issuance	69,000.00
Deposit to Capitalized Interest (CIF) Fund	114,218.75
Deposit to Project Construction Fund	3,395,000.00
Rounding Amount	3,281.25
Total Uses	\$3,625,000.00

City of North Branch, Minnesota

\$3,625,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
08/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	114,218.75	114,218.75	(114,218.75)	-	-
08/01/2027	-	-	68,531.25	68,531.25	-	68,531.25	-
02/01/2028	-	-	68,531.25	68,531.25	-	68,531.25	137,062.50
08/01/2028	-	-	68,531.25	68,531.25	-	68,531.25	-
02/01/2029	25,000.00	2.850%	68,531.25	93,531.25	-	93,531.25	162,062.50
08/01/2029	-	-	68,175.00	68,175.00	-	68,175.00	-
02/01/2030	25,000.00	2.850%	68,175.00	93,175.00	-	93,175.00	161,350.00
08/01/2030	-	-	67,818.75	67,818.75	-	67,818.75	-
02/01/2031	30,000.00	2.900%	67,818.75	97,818.75	-	97,818.75	165,637.50
08/01/2031	-	-	67,383.75	67,383.75	-	67,383.75	-
02/01/2032	35,000.00	2.950%	67,383.75	102,383.75	-	102,383.75	169,767.50
08/01/2032	-	-	66,867.50	66,867.50	-	66,867.50	-
02/01/2033	200,000.00	3.050%	66,867.50	266,867.50	-	266,867.50	333,735.00
08/01/2033	-	-	63,817.50	63,817.50	-	63,817.50	-
02/01/2034	205,000.00	3.100%	63,817.50	268,817.50	-	268,817.50	332,635.00
08/01/2034	-	-	60,640.00	60,640.00	-	60,640.00	-
02/01/2035	210,000.00	3.200%	60,640.00	270,640.00	-	270,640.00	331,280.00
08/01/2035	-	-	57,280.00	57,280.00	-	57,280.00	-
02/01/2036	220,000.00	3.300%	57,280.00	277,280.00	-	277,280.00	334,560.00
08/01/2036	-	-	53,650.00	53,650.00	-	53,650.00	-
02/01/2037	225,000.00	3.450%	53,650.00	278,650.00	-	278,650.00	332,300.00
08/01/2037	-	-	49,768.75	49,768.75	-	49,768.75	-
02/01/2038	230,000.00	3.650%	49,768.75	279,768.75	-	279,768.75	329,537.50
08/01/2038	-	-	45,571.25	45,571.25	-	45,571.25	-
02/01/2039	240,000.00	3.800%	45,571.25	285,571.25	-	285,571.25	331,142.50
08/01/2039	-	-	41,011.25	41,011.25	-	41,011.25	-
02/01/2040	250,000.00	3.850%	41,011.25	291,011.25	-	291,011.25	332,022.50
08/01/2040	-	-	36,198.75	36,198.75	-	36,198.75	-
02/01/2041	260,000.00	3.950%	36,198.75	296,198.75	-	296,198.75	332,397.50
08/01/2041	-	-	31,063.75	31,063.75	-	31,063.75	-
02/01/2042	270,000.00	4.050%	31,063.75	301,063.75	-	301,063.75	332,127.50
08/01/2042	-	-	25,596.25	25,596.25	-	25,596.25	-
02/01/2043	280,000.00	4.150%	25,596.25	305,596.25	-	305,596.25	331,192.50
08/01/2043	-	-	19,786.25	19,786.25	-	19,786.25	-
02/01/2044	295,000.00	4.250%	19,786.25	314,786.25	-	314,786.25	334,572.50
08/01/2044	-	-	13,517.50	13,517.50	-	13,517.50	-
02/01/2045	305,000.00	4.300%	13,517.50	318,517.50	-	318,517.50	332,035.00
08/01/2045	-	-	6,960.00	6,960.00	-	6,960.00	-
02/01/2046	320,000.00	4.350%	6,960.00	326,960.00	-	326,960.00	333,920.00
Total	\$3,625,000.00	-	\$1,938,556.25	\$5,563,556.25	(114,218.75)	\$5,449,337.50	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$49,400.83
Average Life	13.628 Years
Average Coupon	3.9241367%
Net Interest Cost (NIC)	4.0121919%
True Interest Cost (TIC)	4.0109523%
Bond Yield for Arbitrage Purposes	3.8941974%
All Inclusive Cost (AIC)	4.1999970%

IRS Form 8038

Net Interest Cost	3.9241367%
Weighted Average Maturity	13.628 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 3:45 PM

City of North Branch, Minnesota

\$3,625,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% Overlevy
02/01/2027	-	-	114,218.75	114,218.75	(114,218.75)	-	-
02/01/2028	-	-	137,062.50	137,062.50	-	137,062.50	143,915.63
02/01/2029	25,000.00	2.850%	137,062.50	162,062.50	-	162,062.50	170,165.63
02/01/2030	25,000.00	2.850%	136,350.00	161,350.00	-	161,350.00	169,417.50
02/01/2031	30,000.00	2.900%	135,637.50	165,637.50	-	165,637.50	173,919.38
02/01/2032	35,000.00	2.950%	134,767.50	169,767.50	-	169,767.50	178,255.88
02/01/2033	200,000.00	3.050%	133,735.00	333,735.00	-	333,735.00	350,421.75
02/01/2034	205,000.00	3.100%	127,635.00	332,635.00	-	332,635.00	349,266.75
02/01/2035	210,000.00	3.200%	121,280.00	331,280.00	-	331,280.00	347,844.00
02/01/2036	220,000.00	3.300%	114,560.00	334,560.00	-	334,560.00	351,288.00
02/01/2037	225,000.00	3.450%	107,300.00	332,300.00	-	332,300.00	348,915.00
02/01/2038	230,000.00	3.650%	99,537.50	329,537.50	-	329,537.50	346,014.38
02/01/2039	240,000.00	3.800%	91,142.50	331,142.50	-	331,142.50	347,699.63
02/01/2040	250,000.00	3.850%	82,022.50	332,022.50	-	332,022.50	348,623.63
02/01/2041	260,000.00	3.950%	72,397.50	332,397.50	-	332,397.50	349,017.38
02/01/2042	270,000.00	4.050%	62,127.50	332,127.50	-	332,127.50	348,733.88
02/01/2043	280,000.00	4.150%	51,192.50	331,192.50	-	331,192.50	347,752.13
02/01/2044	295,000.00	4.250%	39,572.50	334,572.50	-	334,572.50	351,301.13
02/01/2045	305,000.00	4.300%	27,035.00	332,035.00	-	332,035.00	348,636.75
02/01/2046	320,000.00	4.350%	13,920.00	333,920.00	-	333,920.00	350,616.00
Total	\$3,625,000.00	-	\$1,938,556.25	\$5,563,556.25	(114,218.75)	\$5,449,337.50	\$5,721,804.38

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$49,400.83
Average Life	13.628 Years
Average Coupon	3.9241367%
Net Interest Cost (NIC)	4.0121919%
True Interest Cost (TIC)	4.0109523%
Bond Yield for Arbitrage Purposes	3.8941974%
All Inclusive Cost (AIC)	4.1999970%

IRS Form 8038

Net Interest Cost	3.9241367%
Weighted Average Maturity	13.628 Years

City of North Branch, Minnesota

\$3,625,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Existing D/S	Net New D/S	105% of Total
02/01/2027	-	-	114,218.75	114,218.75	(114,218.75)	205,200.00	205,200.00	215,460.00
02/01/2028	-	-	137,062.50	137,062.50	-	206,500.00	343,562.50	360,740.63
02/01/2029	25,000.00	2.850%	137,062.50	162,062.50	-	167,700.00	329,762.50	346,250.63
02/01/2030	25,000.00	2.850%	136,350.00	161,350.00	-	169,600.00	330,950.00	347,497.50
02/01/2031	30,000.00	2.900%	135,637.50	165,637.50	-	166,400.00	332,037.50	348,639.38
02/01/2032	35,000.00	2.950%	134,767.50	169,767.50	-	163,200.00	332,967.50	349,615.88
02/01/2033	200,000.00	3.050%	133,735.00	333,735.00	-	-	333,735.00	350,421.75
02/01/2034	205,000.00	3.100%	127,635.00	332,635.00	-	-	332,635.00	349,266.75
02/01/2035	210,000.00	3.200%	121,280.00	331,280.00	-	-	331,280.00	347,844.00
02/01/2036	220,000.00	3.300%	114,560.00	334,560.00	-	-	334,560.00	351,288.00
02/01/2037	225,000.00	3.450%	107,300.00	332,300.00	-	-	332,300.00	348,915.00
02/01/2038	230,000.00	3.650%	99,537.50	329,537.50	-	-	329,537.50	346,014.38
02/01/2039	240,000.00	3.800%	91,142.50	331,142.50	-	-	331,142.50	347,699.63
02/01/2040	250,000.00	3.850%	82,022.50	332,022.50	-	-	332,022.50	348,623.63
02/01/2041	260,000.00	3.950%	72,397.50	332,397.50	-	-	332,397.50	349,017.38
02/01/2042	270,000.00	4.050%	62,127.50	332,127.50	-	-	332,127.50	348,733.88
02/01/2043	280,000.00	4.150%	51,192.50	331,192.50	-	-	331,192.50	347,752.13
02/01/2044	295,000.00	4.250%	39,572.50	334,572.50	-	-	334,572.50	351,301.13
02/01/2045	305,000.00	4.300%	27,035.00	332,035.00	-	-	332,035.00	348,636.75
02/01/2046	320,000.00	4.350%	13,920.00	333,920.00	-	-	333,920.00	350,616.00
Total	\$3,625,000.00	-	\$1,938,556.25	\$5,563,556.25	(114,218.75)	\$1,078,600.00	\$6,527,937.50	\$6,854,334.38

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$49,400.83
Average Life	13.628 Years
Average Coupon	3.9241367%
Net Interest Cost (NIC)	4.0121919%
True Interest Cost (TIC)	4.0109523%
Bond Yield for Arbitrage Purposes	3.8941974%
All Inclusive Cost (AIC)	4.1999970%



City of North Branch, Minnesota
Estimated Tax Impact
January 21, 2026

BOND ISSUANCE INFORMATION	
Bond Issue Amount	\$3,855,000
Number of Years	20
Average Interest Rate	3.92%
Estimated Bond Rating	S&P AA
PROPERTY TAX INFORMATION	
Actual Net Tax Capacity - Payable 2025	\$15,677,768
Debt Levy @ 105% - First Year	152,712
Estimated Tax Capacity Rate:	
Payable - 2025 Without Proposed Bonds	42.212%
Payable - 2025 With Proposed Bonds	43.186%
Estimated Tax Rate Increase	0.974%

TAX IMPACT ANALYSIS								Tax Increase is for Debt Service Only*		
Type of Property	Estimated Market Value	Market Value Exclusion	Taxable Market Value	Net Tax Capacity	Current City Tax	Proposed Tax Increase*	Proposed City Tax	Annual	Monthly	Daily
Residential Homestead	\$ 50,000	\$ 20,000	\$ 30,000	\$ 300	\$ 126.64	\$ 2.92	\$ 129.56	\$2.92	\$0.24	\$0.01
	100,000	37,550	62,450	625	263.61	6.08	269.70	6.08	0.51	0.02
	150,000	33,050	116,950	1,170	493.67	11.39	505.06	11.39	0.95	0.03
	200,000	28,550	171,450	1,715	723.72	16.70	740.43	16.70	1.39	0.05
	250,000	24,050	225,950	2,260	953.78	22.01	975.79	22.01	1.83	0.06
	275,000	21,800	253,200	2,532	1,068.81	24.66	1,093.47	24.66	2.06	0.07
	300,000	19,550	280,450	2,805	1,183.84	27.32	1,211.15	27.32	2.28	0.07
	325,000	17,300	307,700	3,077	1,298.86	29.97	1,328.84	29.97	2.50	0.08
	350,000	15,050	334,950	3,350	1,413.89	32.63	1,446.52	32.63	2.72	0.09
	400,000	10,550	389,450	3,895	1,643.95	37.94	1,681.88	37.94	3.16	0.10
500,000	1,550	498,450	4,985	2,104.06	48.55	2,152.61	48.55	4.05	0.13	
600,000	-	600,000	6,250	2,638.25	60.88	2,699.13	60.88	5.07	0.17	
Commercial/Industrial	\$ 100,000	\$ -	\$ 100,000	\$ 1,500	\$ 633.18	\$ 14.61	\$ 647.79	\$14.61	\$1.22	\$0.04
	200,000	-	200,000	3,250	1,371.89	31.66	1,403.55	\$31.66	\$2.64	\$0.09
	300,000	-	300,000	5,250	2,216.13	51.14	2,267.27	\$51.14	\$4.26	\$0.14
	400,000	-	400,000	7,250	3,060.37	70.62	3,130.99	\$70.62	\$5.88	\$0.19
	500,000	-	500,000	9,250	3,904.61	90.10	3,994.71	90.10	7.51	0.25
	1,000,000	-	1,000,000	19,250	8,125.81	187.51	8,313.32	187.51	15.63	0.51
Apartments (4 or more units)	\$ 200,000	\$ -	\$ 200,000	\$ 2,500	\$ 1,055.30	\$ 24.35	\$ 1,079.65	\$24.35	\$2.03	\$0.07
	500,000	-	500,000	6,250	2,638.25	60.88	2,699.13	60.88	5.07	0.17
	1,000,000	-	1,000,000	12,500	5,276.50	121.76	5,398.26	121.76	10.15	0.33
Agricultural Homestead **	\$ 350,000	\$ 15,050	\$ 334,950	\$ 3,350	\$ 1,413.89	\$ 32.63	\$ 1,446.52	\$32.63	\$2.72	\$0.09
	400,000	15,050	384,950	3,600	1,519.42	35.06	1,554.48	35.06	2.92	0.10
	500,000	15,050	484,950	4,100	1,730.48	39.93	1,770.41	39.93	3.33	0.11
	600,000	15,050	584,950	4,600	1,941.54	44.80	1,986.34	44.80	3.73	0.12
	800,000	15,050	784,950	5,600	2,363.66	54.54	2,418.20	54.54	4.55	0.15
	1,000,000	15,050	984,950	6,600	2,785.78	64.28	2,850.06	64.28	5.36	0.18
Agricultural Non-Homestead (dollars per acre)	\$ 1,500	\$ -	\$ 1,500	\$ 15	\$ 6.33	\$ 0.15	\$ 6.48	\$0.15	\$0.01	\$0.00
	2,000	-	2,000	20	8.44	0.19	8.64	0.19	0.02	0.00
	2,500	-	2,500	25	10.55	0.24	10.80	0.24	0.02	0.00
	3,500	-	3,500	35	14.77	0.34	15.12	0.34	0.03	0.00
	4,500	-	4,500	45	19.00	0.44	19.43	0.44	0.04	0.00
Seasonal/Recreation Residential	\$ 100,000	\$ -	\$ 100,000	\$ 1,000	\$ 422.12	\$ 9.74	\$ 431.86	\$9.74	\$0.81	\$0.03
	200,000	-	200,000	2,000	844.24	19.48	863.72	19.48	1.62	0.05
	300,000	-	300,000	3,000	1,266.36	29.22	1,295.58	29.22	2.44	0.08
	400,000	-	400,000	4,000	1,688.48	38.96	1,727.44	38.96	3.25	0.11
	500,000	-	500,000	5,000	2,110.60	48.70	2,159.30	48.70	4.06	0.13
	600,000	-	600,000	6,250	2,638.25	60.88	2,699.13	60.88	5.07	0.17

* The figures in the table are based on taxes for new bonded debt only, and do not include tax levies for other purposes. Tax increases shown above are gross increases, not including the impact of the state Property Tax Refund ("Circuit Breaker") program. Many owners of homestead property will qualify for a refund, based on their income and total property taxes. This will decrease the net tax effect of the bond issue for many property owners.

** For agricultural homestead property, a value of \$350,000 was assumed for the house, garage and one acre.

City of North Branch, Minnesota

\$3,855,000 General Obligation Equipment Certificates, Series 2026A
Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 04/01/2026 | Delivered 04/01/2026

Sources Of Funds

Par Amount of Bonds	\$3,855,000.00
Total Sources	\$3,855,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	46,260.00
Costs of Issuance	69,000.00
Deposit to Capitalized Interest (CIF) Fund	121,200.00
Deposit to Project Construction Fund	3,615,000.00
Rounding Amount	3,540.00
Total Uses	\$3,855,000.00

City of North Branch, Minnesota

\$3,855,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
04/01/2026	-	-	-	-	-	-	-
08/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	121,200.00	121,200.00	(121,200.00)	-	-
08/01/2027	-	-	72,720.00	72,720.00	-	72,720.00	-
02/01/2028	-	-	72,720.00	72,720.00	-	72,720.00	145,440.00
08/01/2028	-	-	72,720.00	72,720.00	-	72,720.00	-
02/01/2029	35,000.00	2.850%	72,720.00	107,720.00	-	107,720.00	180,440.00
08/01/2029	-	-	72,221.25	72,221.25	-	72,221.25	-
02/01/2030	35,000.00	2.850%	72,221.25	107,221.25	-	107,221.25	179,442.50
08/01/2030	-	-	71,722.50	71,722.50	-	71,722.50	-
02/01/2031	40,000.00	2.900%	71,722.50	111,722.50	-	111,722.50	183,445.00
08/01/2031	-	-	71,142.50	71,142.50	-	71,142.50	-
02/01/2032	45,000.00	2.950%	71,142.50	116,142.50	-	116,142.50	187,285.00
08/01/2032	-	-	70,478.75	70,478.75	-	70,478.75	-
02/01/2033	210,000.00	3.050%	70,478.75	280,478.75	-	280,478.75	350,957.50
08/01/2033	-	-	67,276.25	67,276.25	-	67,276.25	-
02/01/2034	215,000.00	3.100%	67,276.25	282,276.25	-	282,276.25	349,552.50
08/01/2034	-	-	63,943.75	63,943.75	-	63,943.75	-
02/01/2035	225,000.00	3.200%	63,943.75	288,943.75	-	288,943.75	352,887.50
08/01/2035	-	-	60,343.75	60,343.75	-	60,343.75	-
02/01/2036	230,000.00	3.300%	60,343.75	290,343.75	-	290,343.75	350,687.50
08/01/2036	-	-	56,548.75	56,548.75	-	56,548.75	-
02/01/2037	235,000.00	3.450%	56,548.75	291,548.75	-	291,548.75	348,097.50
08/01/2037	-	-	52,495.00	52,495.00	-	52,495.00	-
02/01/2038	245,000.00	3.650%	52,495.00	297,495.00	-	297,495.00	349,990.00
08/01/2038	-	-	48,023.75	48,023.75	-	48,023.75	-
02/01/2039	255,000.00	3.800%	48,023.75	303,023.75	-	303,023.75	351,047.50
08/01/2039	-	-	43,178.75	43,178.75	-	43,178.75	-
02/01/2040	265,000.00	3.850%	43,178.75	308,178.75	-	308,178.75	351,357.50
08/01/2040	-	-	38,077.50	38,077.50	-	38,077.50	-
02/01/2041	275,000.00	3.950%	38,077.50	313,077.50	-	313,077.50	351,155.00
08/01/2041	-	-	32,646.25	32,646.25	-	32,646.25	-
02/01/2042	285,000.00	4.050%	32,646.25	317,646.25	-	317,646.25	350,292.50
08/01/2042	-	-	26,875.00	26,875.00	-	26,875.00	-
02/01/2043	295,000.00	4.150%	26,875.00	321,875.00	-	321,875.00	348,750.00
08/01/2043	-	-	20,753.75	20,753.75	-	20,753.75	-
02/01/2044	310,000.00	4.250%	20,753.75	330,753.75	-	330,753.75	351,507.50
08/01/2044	-	-	14,166.25	14,166.25	-	14,166.25	-
02/01/2045	320,000.00	4.300%	14,166.25	334,166.25	-	334,166.25	348,332.50
08/01/2045	-	-	7,286.25	7,286.25	-	7,286.25	-
02/01/2046	335,000.00	4.350%	7,286.25	342,286.25	-	342,286.25	349,572.50
Total	\$3,855,000.00	-	\$2,046,440.00	\$5,901,440.00	(121,200.00)	\$5,780,240.00	-

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$52,197.50
Average Life	13.540 Years
Average Coupon	3.9205709%
Net Interest Cost (NIC)	4.0091958%
True Interest Cost (TIC)	4.0076018%
Bond Yield for Arbitrage Purposes	3.8902168%
All Inclusive Cost (AIC)	4.1862009%

IRS Form 8038

Net Interest Cost	3.9205709%
Weighted Average Maturity	13.540 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 1/21/2026 | 3:49 PM

City of North Branch, Minnesota

\$3,855,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% Overlevy
02/01/2027	-	-	121,200.00	121,200.00	(121,200.00)	-	-
02/01/2028	-	-	145,440.00	145,440.00	-	145,440.00	152,712.00
02/01/2029	35,000.00	2.850%	145,440.00	180,440.00	-	180,440.00	189,462.00
02/01/2030	35,000.00	2.850%	144,442.50	179,442.50	-	179,442.50	188,414.63
02/01/2031	40,000.00	2.900%	143,445.00	183,445.00	-	183,445.00	192,617.25
02/01/2032	45,000.00	2.950%	142,285.00	187,285.00	-	187,285.00	196,649.25
02/01/2033	210,000.00	3.050%	140,957.50	350,957.50	-	350,957.50	368,505.38
02/01/2034	215,000.00	3.100%	134,552.50	349,552.50	-	349,552.50	367,030.13
02/01/2035	225,000.00	3.200%	127,887.50	352,887.50	-	352,887.50	370,531.88
02/01/2036	230,000.00	3.300%	120,687.50	350,687.50	-	350,687.50	368,221.88
02/01/2037	235,000.00	3.450%	113,097.50	348,097.50	-	348,097.50	365,502.38
02/01/2038	245,000.00	3.650%	104,990.00	349,990.00	-	349,990.00	367,489.50
02/01/2039	255,000.00	3.800%	96,047.50	351,047.50	-	351,047.50	368,599.88
02/01/2040	265,000.00	3.850%	86,357.50	351,357.50	-	351,357.50	368,925.38
02/01/2041	275,000.00	3.950%	76,155.00	351,155.00	-	351,155.00	368,712.75
02/01/2042	285,000.00	4.050%	65,292.50	350,292.50	-	350,292.50	367,807.13
02/01/2043	295,000.00	4.150%	53,750.00	348,750.00	-	348,750.00	366,187.50
02/01/2044	310,000.00	4.250%	41,507.50	351,507.50	-	351,507.50	369,082.88
02/01/2045	320,000.00	4.300%	28,332.50	348,332.50	-	348,332.50	365,749.13
02/01/2046	335,000.00	4.350%	14,572.50	349,572.50	-	349,572.50	367,051.13
Total	\$3,855,000.00	-	\$2,046,440.00	\$5,901,440.00	(121,200.00)	\$5,780,240.00	\$6,069,252.00

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$52,197.50
Average Life	13.540 Years
Average Coupon	3.9205709%
Net Interest Cost (NIC)	4.0091958%
True Interest Cost (TIC)	4.0076018%
Bond Yield for Arbitrage Purposes	3.8902168%
All Inclusive Cost (AIC)	4.1862009%

IRS Form 8038

Net Interest Cost	3.9205709%
Weighted Average Maturity	13.540 Years

City of North Branch, Minnesota

\$3,855,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Existing D/S	Net New D/S	105% of Total
02/01/2027	-	-	121,200.00	121,200.00	(121,200.00)	205,200.00	205,200.00	215,460.00
02/01/2028	-	-	145,440.00	145,440.00	-	206,500.00	351,940.00	369,537.00
02/01/2029	35,000.00	2.850%	145,440.00	180,440.00	-	167,700.00	348,140.00	365,547.00
02/01/2030	35,000.00	2.850%	144,442.50	179,442.50	-	169,600.00	349,042.50	366,494.63
02/01/2031	40,000.00	2.900%	143,445.00	183,445.00	-	166,400.00	349,845.00	367,337.25
02/01/2032	45,000.00	2.950%	142,285.00	187,285.00	-	163,200.00	350,485.00	368,009.25
02/01/2033	210,000.00	3.050%	140,957.50	350,957.50	-	-	350,957.50	368,505.38
02/01/2034	215,000.00	3.100%	134,552.50	349,552.50	-	-	349,552.50	367,030.13
02/01/2035	225,000.00	3.200%	127,887.50	352,887.50	-	-	352,887.50	370,531.88
02/01/2036	230,000.00	3.300%	120,687.50	350,687.50	-	-	350,687.50	368,221.88
02/01/2037	235,000.00	3.450%	113,097.50	348,097.50	-	-	348,097.50	365,502.38
02/01/2038	245,000.00	3.650%	104,990.00	349,990.00	-	-	349,990.00	367,489.50
02/01/2039	255,000.00	3.800%	96,047.50	351,047.50	-	-	351,047.50	368,599.88
02/01/2040	265,000.00	3.850%	86,357.50	351,357.50	-	-	351,357.50	368,925.38
02/01/2041	275,000.00	3.950%	76,155.00	351,155.00	-	-	351,155.00	368,712.75
02/01/2042	285,000.00	4.050%	65,292.50	350,292.50	-	-	350,292.50	367,807.13
02/01/2043	295,000.00	4.150%	53,750.00	348,750.00	-	-	348,750.00	366,187.50
02/01/2044	310,000.00	4.250%	41,507.50	351,507.50	-	-	351,507.50	369,082.88
02/01/2045	320,000.00	4.300%	28,332.50	348,332.50	-	-	348,332.50	365,749.13
02/01/2046	335,000.00	4.350%	14,572.50	349,572.50	-	-	349,572.50	367,051.13
Total	\$3,855,000.00	-	\$2,046,440.00	\$5,901,440.00	(121,200.00)	\$1,078,600.00	\$6,858,840.00	\$7,201,782.00

Significant Dates

Dated	4/01/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$52,197.50
Average Life	13.540 Years
Average Coupon	3.9205709%
Net Interest Cost (NIC)	4.0091958%
True Interest Cost (TIC)	4.0076018%
Bond Yield for Arbitrage Purposes	3.8902168%
All Inclusive Cost (AIC)	4.1862009%

2026 Equipment Bond

Desc of Item	Dept	Bond/Loan	Life	Quantity	Cost
Ladder Truck	Fire	Bond	20	1	1,000,000
Plow Truck - Tandem Axle	PW	Bond	20	3	1,050,000
Sub-total Bond Reimbursable Amount					\$ 2,050,000

1 Ton Pickup	Water Fund	Bond	15	1	180,000
Mini-Excavator	Water Fund	Bond	15	1	140,000
Tanker Truck	Fire	Bond	20	1	565,000
1 Ton 4WD Plow Truck	PW	Bond	20	2	160,000
Front End Loader	PW	Bond	20	1	300,000
Sub-total Equipment to Potentially Include in Bond Amount					\$ 1,345,000

1/2 Ton 4WD Pickup	PW	Interfund Loan	10	1	60,000
3/4 Ton Pickup	WW Fund	Interfund Loan	10	1	100,000
3/4 Ton Cargo Van	PW	Interfund Loan	15	1	60,000
Sub-total Interfund Loan					\$ 220,000

Total Equipment to purchase **\$ 3,615,000**

Equipment Removed from Bond for 2026/2027

Squad Cars	Police	KS State Bank Loan	5	7	525,000
Leaf Vacuum Unit	WW Fund		15	1	300,000



Prepared By:

Presenter:

Date: 01/19/2026

Board & Commission: City Council

Subject: Notice of Local Board of Appeal and Equalization meeting - Thursday, April 16, 2026, 6:00pm at North Branch City Hall

The County Assessor's Office has set the calendar for the Local Board of Appeals and Equalization meeting.

North Branch will host the members of the Assessor's Office and the City Council for the Local Board of Appeal and Equalization meeting scheduled for Thursday, April 16, 2026 at 6pm at City Hall, 6408 Elm Street, North Branch, MN 55056

Voting Requirements:

Voting Options Simple Majority



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 01/19/2026

Board & Commission: City Council

Subject: Cannabis Ordinance Review

It was the consensus of the City Council to review City Ordinance No. 381-24 to address specific concerns raised during the recent license approval process and provide direction to staff on any necessary amendments or clarifications.

BACKGROUND

On October 28, 2025, (tabled from the October 14 meeting) the City Council discussed and approved a license application for a cannabis retail establishment at the regular Council meeting. During the deliberation of this license, several questions were raised regarding the clarity and/or application of certain provisions within City Ordinance No. 381-24, which governs the zoning and operational location of cannabis businesses.

As a condition of the discussion and subsequent approval, the City Council directed staff to place the review of City Ordinance No. 381-24 on a future Council agenda for a dedicated discussion.

DISCUSSION

City Ordinance No. 381-24 was adopted on September 24, 2024. Discussion at the October 2025 Council meetings brought up questions regarding:

- **Clarity on Buffer Zones:** Potential ambiguity in the measurement or application of distance requirements from sensitive uses (e.g., schools, parks, and daycare facilities).

The purpose of this review is to provide an opportunity for the City Council to receive the existing Ordinance, address the specific items of concern identified in October 2025, and provide policy direction to staff. The outcome of this discussion may include a directive to the City Attorney to draft amendments to the Ordinance.

Staff has included the full text of Ordinance No. 381-24 and will address any specific questions from the Council.

- City Ordinance No. 381-24
- Excerpt from October 28, 2025 Meeting Minutes

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

ORDINANCE NO. 381-24

CREATING CHAPTER 18 BUSINESS, ARTICLE XII CANNABIS REGULATION

THE CITY COUNCIL OF THE CITY OF NORTH BRANCH DOES ORDAIN THAT

Section #1. Chapter 2 of the City of North Branch City Code is hereby amended to read as follows:

ARTICLE XII CANNABIS REGULATION

Section 18-359 Findings and Purpose

The City of North Branch makes the following findings:

The purpose of this Ordinance is to implement the provisions of Minnesota Statutes Chapter 342, which authorizes the City of North Branch to protect the public health, safety, and welfare of its residents by regulating cannabis businesses within the legal boundaries of the City. The City finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the City of North Branch, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

Sec. 18-360 Authority & Jurisdiction

The City has the authority to adopt this Ordinance pursuant to:

- a. Minnesota Statutes §342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- b. Minnesota Statutes §342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- c. Minnesota Statutes §152.0263, subd. 5, regarding the use of cannabis in public places.
- d. Minnesota Statutes §394.21, regarding the authority of a local authority to adopt zoning

ordinances.

This ordinance shall be applicable to the legal municipal boundaries for the City of North Branch.

Sec. 18-361 Severability

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

Sec. 18-362 Enforcement

The City of North Branch City Administrator or his/her designee is responsible for the administration and enforcement of this Ordinance. Any violation of the provisions of this Ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by Minnesota law. Violations of this Ordinance can occur regardless of whether a permit is required for a regulated activity listed in this Ordinance.

Sec. 18-363 Definitions

Unless otherwise noted in this Section, words and phrases contained in Minnesota Statutes § 342.01 and the rules promulgated pursuant to any of these acts shall have the same meanings in this Ordinance.

Cannabis Business: Any person, cooperative, or business that has been issued a license from the Office of Cannabis Management as described to Minnesota Statute §342.01 subd. 14.

Cannabis Cultivation: A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant. Cultivation includes harvesting cannabis flower from mature plants, packaging and labeling immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transporting cannabis flower to a cannabis manufacturer located on the same premises, and performing other actions described in Minnesota Statutes §342.01 subd. 27 and approved by the Office of Cannabis Management.

Cannabis Retail Business: A retail location of a cannabis retailer, a cannabis mezzobusiness with a retail operations endorsement, a cannabis microbusiness with a retail operations endorsement, a medical cannabis retailer, or a medical combination business. This definition excludes lower-potency hemp edible retailers unless otherwise noted in this Ordinance.

Cannabis Retailer: Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product(s) to a consumer and not for the purpose of resale in any

form.

Lower-potency Hemp Edible: As defined under Minnesota Statutes §342.01 subd. 50

Office of Cannabis Management: Minnesota Office of Cannabis Management, referred to as “OCM” in this Ordinance.

Preliminary License Approval: OCM pre-approval for a cannabis business license for applicants who qualify under Minnesota Statutes §342.17.

Retail Registration: An approved registration issued by the City of North Branch to a state-licensed cannabis retail business.

School: A public school as defined under Minnesota Statutes §120A.05 or a nonpublic school that must meet the reporting requirements under Minnesota Statutes §120A.24.

State License: An approved license issued by the State of Minnesota’s Office of Cannabis Management to a cannabis retail business.

Sec. 18-364 Registration of Cannabis Businesses

No individual or entity may operate a state-licensed cannabis retail business within the City of North Branch without first registering with the City. Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation per Minnesota Statutes §342.22 subd. 5(e).

Sec. 18-365 Compliance Checks Prior to Retail Registration

Prior to issuance of a cannabis retail business registration, the City shall conduct a preliminary compliance check to ensure compliance with local ordinances. Per Minnesota Statutes §342.13(f), within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

Sec. 18-366 Registration & Application Fees

The City shall not charge an application fee. A registration fee, as established in the City’s fee schedule, shall be charged to applicants depending on the type of retail business license applied for.

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state

license fee under Minnesota Statutes §342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Any renewal retail registration fee imposed by the City shall be charged at the time of the second renewal and each subsequent renewal thereafter. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minnesota Statutes §342.11, whichever is less.

A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this Section, of the adult-use retail business.

All fees collected by the City of North Branch will be retained by the City of North Branch.

Sec. 18-367 Registration & Application Submittal

The City shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minnesota Statutes §342.22.

An applicant for a retail registration shall fill out a retail registration form, as provided by the City. Said form shall include, but is not limited to:

- Full name of the property owner and applicant;
- Address, email address, and telephone number of the applicant;
- The address and parcel ID for the property which the retail registration is sought; and
- Certification that the applicant complies with the requirements of local ordinances, including those established pursuant to Minnesota Statutes §342.13.

The applicant shall include with the form:

- the registration fee as required in Section 18-366; and
- a copy of a valid state license or written notice of OCM license preapproval.

Once an application is considered complete, the City shall inform the applicant as such, process the application fees, and review the application for approval or denial. The application fee shall be non-refundable once processed.

Sec. 18-368 Registration & Application Approval

A state-licensed cannabis retail business application *shall not* be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Sec. 18-377 Limiting of Registrations.

A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this Ordinance.

A state-licensed cannabis retail business application that meets the requirements of this Ordinance shall be approved.

Sec. 18-369 Annual Compliance Checks

The City of North Branch's Police Department shall complete at minimum one compliance check per calendar year of every cannabis business with a retail registration to assess if the business meets age verification requirements, as required under Minnesota Statutes §342.22 subd. 4(b), Minnesota Statutes §342.24, and this Ordinance.

The City's Police Department shall conduct at minimum one unannounced age verification compliance check at least once per calendar year. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this Section must be reported to the Office of Cannabis Management.

Sec. 18-370 Location Change

A state-licensed cannabis retail business shall be required to submit a new application for registration if it seeks to move to a new location still within the legal boundaries of the City of North Branch.

Sec. 18-371 Renewal of Registration

The City shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by the City.

A cannabis retail registration issued under this ordinance shall not be transferred.

Sec. 18-372 Renewal Fees

The City Clerk shall charge a renewal fee for the registration starting at the second renewal, as established in Section 18-366. the City's fee ordinance schedule.

Sec. 18-373 Renewal Application

The application for renewal of a retail registration shall include, but is not limited to, items required under Sec. 18-367 of this Ordinance.

Sec. 18-374 Suspension of Registration

The City may suspend a cannabis retail business’s registration if it violates this Ordinance or poses an immediate threat to the health or safety of the public. The City shall immediately notify the cannabis retail business and the OCM in writing the grounds for the suspension. OCM will provide the City of North Branch and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

Sec. 18-375 Length of Suspension

The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

The City Clerk may reinstate a registration if it determines that the violations have been resolved. The City Clerk shall reinstate the registration if OCM determines that the violation(s) have been resolved.

Sec. 18-376 Civil Penalties

Subject to Minnesota Statutes §342.22, subd. 5(e) the City may impose a civil penalty, as specified in City’s Fee Schedule, for registration violations, not to exceed \$2,000.

Sec. 18-377 Limiting of Registrations

The City shall allow one active cannabis retail business registration for every 12,500 residents (population as determined by the State of Minnesota Demographer’s Office). For purposes of determining the number of cannabis retail business registrations for the City, if a number under 12,500 remains after applying the 12,500 increments to City ’s population, that fractional amount is also accorded one active cannabis retail business registration.

In applying this limitation, cannabis retail business applications will be prioritized based upon the date the application is received by the City. Applications will be reviewed in the order the applications were received, starting with the earliest received. Incomplete applications or those not following the requirements of this Ordinance will be removed from the order.

If applications are received on the same day and those applications outnumber the maximum number of registrations allowed, a committee comprised of the City Administrator, Police Chief,

and Community Development Director will select which application(s) to accept. The decision shall be based upon factors such as completeness, feasibility of the proposal, safety, community needs, and distance from other cannabis retailers.

Sec. 18-378 Requirements for Cannabis Businesses

Minimum Buffer Requirements:

- A cannabis business shall not operate within 1,000 feet of a school.
- A cannabis retail business shall not operate within 1,000 feet of another cannabis retail business.

For the purposes of this article, the distance shall be determined by horizontal measurement from the nearest existing school, public park as described above, or cannabis retail business to the nearest point of the structure housing the proposed new cannabis business use.

Per Minnesota Statutes §462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a (school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors) moves within the minimum buffer zone.

Sec. 18-379 Hours of Operation

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, or hemp-derived consumer products between the hours of 9:00 a.m. and 10:00 p.m., seven days a week.

Sec. 18-380 Zoning and Land Use

Zoning requirements for cannabis businesses are located in the City Code Chapter 66 Zoning, Article V Districts and District Regulations.

Cannabis businesses shall follow the City’s sign regulations contained in the City Code Chapter 66 Zoning, Article VI Signs.

Sec. 18-381 License or Permit Required for Temporary Cannabis Events

A license or permit is required to be issued and approved by the City prior to holding a Temporary Cannabis Event. A registration fee, as established in City of North Branch’s fee schedule, shall be charged to applicants for Temporary Cannabis Events.

The City Clerk shall require an application for Temporary Cannabis Events. An applicant shall fill out an application form, as provided by the City. Said form shall include, but is not limited to:

- Address where the temporary cannabis event will be located;
- Full name of the property owner and applicant; and
- Address, email address, and telephone number of the applicant.

The applicant shall include with the form:

- The registration fee and
- A copy of the OCM cannabis event license application, submitted pursuant to Minnesota Statutes §342.39 subd. 2.

The application shall be submitted to the City Clerk. If the application is deficient with respect to the above requirements, the City shall return the application with a notice of the deficiencies.

Once an application is considered complete, the City shall inform the applicant as such, process the registration fees, and forward the application to the Police Department for final approval. The City may deny an application if the applicant has not sufficiently planned or detailed feasible safety and security plans.

The application fee shall be non-refundable once processed.

The application for a license for a Temporary Cannabis Event shall meet the following standards:

- Except for low-potency cannabis edibles, onsite consumption is prohibited.
- Temporary cannabis events shall only be held between the hours of 10:00 a.m. and 9:00 p.m.
- Temporary cannabis events are prohibited in residential districts.
- Temporary cannabis events must comply with the buffer requirements described in Sec. 18-378.
- Temporary cannabis events must comply with all requirements detailed in Minnesota Statutes §342.40. The application shall include a detailed plan addressing the requirements of Minnesota Statutes §342.40, subs. 3, 4, 5, 6, 7, and 8.

A request for a Temporary Cannabis Event that meets the requirements of this Section shall be approved.

A request for a Temporary Cannabis Event that does not meet the requirements of this Section

shall be denied. The City shall notify the applicant of the standards not met and basis for denial.

Sec. 18-382 Local Government as a Cannabis Retailer

The City may establish, own, and operate a municipal cannabis retail business subject to the restrictions in this Ordinance. A municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses under Sec. 18-377. A municipal cannabis retail store is subject to all the same rental license requirements and procedures applicable to all other applicants.

Section #2. Summary Publication

The following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance pursuant to Minnesota Statutes section 412.191:

Ordinance 381-24 Creating Chapter 18 Business, Article XII Cannabis Regulation. The ordinance regulates the time, place, and manner in which cannabis businesses operate within the City to comply with MN state statutes and uphold the health, safety, and welfare of the City's residents.

This Ordinance shall have full force and effect upon its passage and publication.

Moved by Councilmember Schieber. Seconded by Councilmember Neider. The following voted in favor of said ordinance: Schaps, Miles, Schieber, Neider and Canada. The following voted against the same: None The following abstained: None

Passed by the City Council of the City of North Branch, Chisago County, Minnesota, this 24th day of September, 2024.

APPROVED: Heidi Schieber ATTEST: Ragini Varma



Excerpt from October 28, 2025 City Council meeting minutes

d. Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC

ACTION

Wild River Cannabis LLC submitted a Cannabis Retail Registration Application to open a cannabis microbusiness at 4628 Isanti Trail, North Branch, MN 55056. The City Council discussed this at the October 14, 2025, meeting and tabled the item to October 28, 2025, to obtain the following information:

legal opinion on compliance, traffic statistics/impact, and crime statistics.

The City Council received five letters of opposition regarding the application. City Attorney Robert Kringler from Flaherty and Hood gave a high-level overview. He stated that we've seen a lot of frustration from the public around the state regarding the municipal cannabis law, and I think the message to convey to the city council from your legal team is that the city's options here are quite limited. When the state passed these laws in the past few years, they really only gave the city a very narrow framework in which they actively regulate and be a part of the business regulation. The City did take initial action regarding working within that statutory framework when it set up the zoning protocols that I believe were passed last September, approximately. That was one of the biggest steps the city was able to take. That's where those buffer requirements came in. The City imposed its initial requirements of a 1000-foot buffer from a school, a 1000-foot buffer from another cannabis retail business. The city also took action to limit the number of businesses that could operate within the city. In that ordinance, the city also restricted the hours of operation in that ordinance in line with state statute. So from our perspective, what is in front of the city today is a limited decision. You have a pending business registration request in front of you. The question to the council is, should this business be registered? And, does it comply with your enacted local ordinances? I believe it's the staff's recommendation that it does comply with local ordinances you've enacted, and that is in front of you today.

Councilmember Ibinger made a motion for the approval of Resolution 242-2025 approving the cannabis retail registration application.

RESULT: Passed

MOVER: Jim Ibinger

SECONDER: Patrick Meacham

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham

ABSENT:

NOTES: Robert Canada voted Nay