



NORTH BRANCH

—Minnesota—

Sara Paul
Chair

Dennis Johnson
Vice Chair

Jessica Thelander
Commissioner

Marshall Saunders
Commissioner

Patrick Meachem
Councilmember

Cassie Koecher
Commissioner

Kevin Schieber
Mayor

**ECONOMIC DEVELOPMENT AUTHORITY
REGULAR AGENDA
TUESDAY, APRIL 21, 2026 @ 3:30 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENT

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

5. AGENDA APPROVAL

a. Approve Agenda

ACTION

6. CONSENT AGENDA

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

a. Approval of March 17, 2026 EDA meeting minutes

ACTION

7. REPORTS

- | | | |
|----|---|------------------|
| a. | Consider Approval of a Storefront Facade Application Request for North Branch Barbers at 6420 Main Street | ACTION |
| b. | Consider Approval of a Storefront Facade Application Request for The Hungry Farmer at 6241 Main St | ACTION |
| c. | Consider Approval of building removal at 6247 410th Street | ACTION |
| d. | Comprehensive Plan Update | INFO |
| e. | Chisago County HRA-EDA Update | VERBAL
UPDATE |
| f. | North Branch Area Chamber of Commerce Update | VERBAL
UPDATE |
| g. | North Branch Area Schools Update | VERBAL
UPDATE |
| h. | EDA Executive Director Update | VERBAL
UPDATE |
| i. | Consider approval of signage in Interstate Business Park | ACTION |

8. CLOSED SESSION

- | | | |
|----|---|------|
| a. | Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property in the Interstate Business Park | INFO |
|----|---|------|

9. NEXT MEETING - May 19, 2026 - 330 PM

10. ADJOURNMENT

EDA Mission Statement.

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

EDA Goals:

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



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/28/2026

Board & Commission: Economic Development Authority

Subject: Approval of March 17, 2026 EDA meeting minutes

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH

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**ECONOMIC DEVELOPMENT AUTHORITY
REGULAR AGENDA
TUESDAY, MARCH 17, 2026 @ 3:30 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

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

REGULAR MEETING

Tuesday, March 17, 2026

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

Chair Sara Paul led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Commissioner Marshall Saunders, Councilmember Patrick Meacham, Commissioner Sara Paul, Commissioner Dennis Johnson, Commissioner Jes Thelander, Commissioner Cassie Keocher

Absent:

Remote:

Others Present:

Notes:

4. PUBLIC COMMENT

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

5. AGENDA APPROVAL

a. Approve Agenda

ACTION

RESULT: Passed

MOVER: Jessica Thelander

SECONDER: Dennis Johnson

AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander, Cassie Koecher

ABSENT:

NOTES:

6. CONSENT AGENDA

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

a. Approval of February 17, 2026 EDA meeting minutes

ACTION

RESULT: Passed

MOVER: Dennis Johnson

SECONDER: Jessica Thelander

AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johnson, Jessica Thelander, Cassie Koecher

ABSENT:

NOTES:

7. REPORTS

a. Consider Approval of Resolution R-302-2026 approving the 1st Amendment to Purchase Agreement with Louisiana Pacific ACTION

Community Development Director Nate Sondrol presented the Approval of Resolution R-302-2026 approving the 1st Amendment to the Purchase Agreement with Louisiana Pacific. The EDA approved a purchase agreement with Louisiana Pacific (LP) is proposing a minimum of a 200,000 square foot facility manufacturing facility on 120 acres located in the northeast portion of the Interstate Business Park on December 9, 2025. The manufacturing at this facility will include LP's Expert finish facility, which specializes in pre-finishing engineered wood siding trim with durable, factory applied paint in various colors, reducing the installation time and labor for builders by eliminating field painting and caulking needs. The site will require the outdoor storage of materials on the site.

The terms of the purchase agreement included the purchase price of \$5,250,000 with \$50,000 earnest money applied and a 180-day due diligence period, along with conditions precedent prior to the closing:

- 1. Public Hearing on Sale of Property (Dec 9, 2025)

2. Plans and Specifications to be submitted by buyer (received)
3. Private Financing (demonstration of sufficient funds)
4. Tax Increment Financing (TIF) Agreement (in process)
5. Executing Lease to Purchase Agreement with Chisago Co HRA/EDA and transfer to North Branch EDA (completed)
6. Payment of Release Price and Partial Release of Mortgage for Lease Revenue Bonds.
7. Subdivision and Platting (in process)
8. Existing Tenancies released. (in process)
9. Form of Limited Warranty Deed.
10. Title
11. Approval

As part of the agreement with LP and the North Branch Economic Development Authority (EDA), the EDA/City would be responsible for extending the streets and utilities (water, sewer, storm) in Fletcher Ave and to connect with the existing segment of Fletcher Ave to the north, along with the removal of all existing buildings and structures on the property. The city would utilize a combination of land sale proceeds, a BDPI grant, and potential TIF funds. The city received a BDPI grant that will be utilized to assist with the funding of this and is proposing to submit an additional BDPI application to support this project.

The proposed 1st amendment to the purchase agreement would allow removal of the structures on the property post closing date, establishing a closing date of April 21, 2026, and removal of the fixed wireless tower within 90 days of the termination of the tower lease. LP has reviewed and is in agreement with the amendment.

Motion to approve Resolution R-302-2026 approving the 1st Amendment to Purchase Agreement with Louisiana Pacific.

RESULT: Passed
MOVER: Marshall Saunders
SECONDER: Jessica Thelander
AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johns
 Jessica Thelander, Cassie Koecher

ABSENT:

NOTES:

- b. Consider Approval of Resolution R-301-2026 Calling for Redemption of Series 2017A Bonds ACTION

Community Development Director Nate Sondrol presented the Approval of Resolution R-301-2026 Calling for Redemption of Series 2017A Bonds.

In 2017, the Economic Development Authority issued \$3,535,000 in Taxable Refunding Lease Revenue Bonds, Series 2017A, to refinance the acquisition of land intended for commercial/industrial or housing development. The bonds were issued under a resolution adopted on November 28, 2017, and secured under a Second Amended and Restated Mortgage and Security Agreement and Indenture of Trust with U.S. Bank Trust Company, National Association, acting as Trustee.

A portion of the property acquired with bond proceeds is now under contract for sale to a private

developer. The sale price exceeds the remaining outstanding principal balance of the bonds. Under the terms of the Indenture, proceeds from the sale of the property must be used to redeem the outstanding bonds. Staff is therefore recommending that the Board authorize the call and redemption of the remaining Series 2017A Bonds.

The proposed resolution authorizes:

- The redemption of the outstanding Taxable Refunding Lease Revenue Bonds, Series 2017A, on April 22, 2026, is contingent upon receipt of the property sale proceeds expected on April 21, 2026.
- Direction to U.S. Bank Trust Company, National Association, as Trustee, to issue the required Conditional Notice of Call for Redemption in accordance with the Indenture.

The bonds will be redeemed using proceeds from the land sale. No additional City or EDA funds are required.

Motion to Approve Resolution R-301-2026 Calling for Redemption of Series 2017A Bonds.

RESULT: Passed
MOVER: Jessica Thelander
SECONDER: Dennis Johnson
AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johns
Jessica Thelander, Cassie Kecher

ABSENT:

NOTES:

- c. Consider Approval of Resolution R-303-2026 Recommending the Establishment of TIF 2026-1 ACTION

Community Development Director Nate Sondrol presented the Approval of Resolution R-303-2026 Recommending the Establishment of TIF 2026-1. Louisiana Pacific (LP) (Applicant) is requesting Tax Increment Financing (TIF) to support the construction of a 200,000 square foot manufacturing facility development (Development). The development site is located on a 120-acre parcel on the southwest corner of Forest Boulevard (County Road 30) and 410th Street.

The City Council approved the Preliminary and Final Plat and a conditional use permit (CUP) for outdoor storage on February 25, 2026. City staff is currently working with the developer on Site Plan approval; Site Plan approvals are handled administratively.

Developers seeking financial assistance (i.e., TIF) from the City submit an application and pay applicable fees, and provide financial documents for City staff review. The City works with municipal advisor Ehlers & Associates to determine project eligibility, review the level of financial support requested, and analyze those requests in comparison to the financial report(s) and business plan(s) submitted by the requestor, and provide a recommendation as to the level of assistance. Ehlers, in concert with legal counsel Taft Law, assists the City in setting up the TIF district. The creation of such districts follows the State Statute. Effectively, there are three (3) different types of TIF districts: Economic Development, Redevelopment, and Housing. The proposed development qualifies under the Economic Development District, which bears a potential statutory 8-year maximum term.

The Applicant requested TIF for \$2,500,000 to help facilitate the development. Upon analysis, Ehlers and City staff are recommending \$2,500,000 and a maximum District duration of eight (8) years. Ehlers has

provided an analysis memorandum. The EDA is asked to approve a term sheet and recommend the creation of the TIF District to the City Council. State Statute requires the City Council to conduct all required public hearings and establish TIF Districts.

Motion to approve the Resolution R-303-2026 Recommending the Establishment of TIF 2026-1.

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

d. Beach Transport - Truck Service Facility Development - EDA Assistance Request ACTION

Loren Beach presented the Beach Transport - Truck Service Facility Development - EDA Assistance Request. Loren gave some background about the Beach Transport Company. Our company is planning the construction of a new 7,600 square foot truck service facility, consisting of:

- 6,400 sq ft service shop (80' × 80')
- 1,200 sq ft attached office space (30' × 40')

The project represents an estimated \$1,200,000 private investment into the community. Prior to development, the property contained an older farmhouse site that had accumulated significant junk, debris, and environmental concerns over time. In preparation for redevelopment, we invested approximately \$60,000 in cleanup and demolition to remove debris and restore the site. With over \$1.2 million in private investment and the redevelopment of a previously distressed property, this project will convert an underutilized site into a productive commercial facility that strengthens the tax base and supports long-term economic growth in North Branch. This effort removes a long-standing eyesore and transforms the property into a productive commercial use consistent with its zoning and visibility along the Interstate 35 corridor.

The new facility will immediately support 8 employees with growth potential and provide truck maintenance and service operations supporting regional transportation, construction, and logistics businesses.

The building design incorporates an upgraded architectural facade, including stone finishes and a modern office entrance, enhancing the visual quality of the corridor while providing a high-quality commercial facility for the community.

Our company is also proud to be a certified small business in Minnesota, holding the following certifications through

The Minnesota Unified Certification Program:

- Disadvantaged Business Enterprise (DBE)
- Minority and Women-Owned Business Enterprise (MCUB)
- Small Business Enterprise (SBE)
- Targeted Group Business (TGB)

Chair Sara Paul asked Loren his next steps and what he was hoping to do. Loren mentioned that they

have their plans, and it's been a process trying to work with the Planning Commission. He mentioned that it's been extremely hard to do business here. Loren mentioned that it's a lot more expensive than surrounding communities and cities, and then the regulations and the design standards, which is what he's looking for help on. If they were to meet the design standards of the current city code, the cost would be substantially greater. The business currently works out of the driveway, which is kind of embarrassing, and it would be easier to increase the number of employees from the eight employees that they currently have now if they had this establishment. They currently have three semi trucks, one dump truck and 29 trailers.

Community Development Director Nate Sondrol mentioned that some of the things that we brought up with concerns to date are in zoning. The property is zoned commercial. A trucking logistics company, is more of an industrial use versus a truck repair service office.

Loren said to be clear and completely transparent, I'm here because I can build this project—but I'm struggling with how the current design standards align with the surrounding environment. As you move farther from the city center, the area becomes increasingly industrial. We're surrounded by storage facilities and industrial buildings, many with equipment, campers, and boats stored in open view. That's the existing character of this area. Given that context, I have concerns about how these elevated design standards fit with what's already there. I respectfully disagree with applying the same expectations in this setting. That said, I'm trying to move forward constructively. If the city is not open to adjusting these standards, I'm asking what support or flexibility you can offer to help me realistically meet them.

Commissioner Thelander asked where Loren was at in the building process. Loren responded that this is the only thing that's being help up right now. Commissioner Thelander asked what would need to be done to get the building plan up to design standards. Loren replied that the office component is fully compliant—it meets all applicable requirements and classifications, so there are no concerns there.

The challenge is with the shop itself. It needs to accommodate tall semi-trucks, which require significant height. Designing a structure of that scale while meeting the current aesthetic standards is difficult without shifting toward a highly commercial, corporate-style build—similar to large chain facilities that use precast concrete walls and more intensive construction methods.

What I'm proposing instead is an engineered metal building with a 100-year warranty. It's a red iron, clear-span structure, meaning it uses large internal beams and girts without trusses, allowing for the open space necessary for truck access. From a structural and functional standpoint, it's an efficient and appropriate solution.

However, the exterior presents challenges. This type of building relies on tall, vertical metal panels that run continuously from the base to the roof line. These panels are integral to the system. To meet the current design standards, I would effectively need to build a secondary stick-frame wall system—similar to residential construction—inside or around the structure just to support alternative exterior finishes. At that point, it defeats the purpose of using a pre-engineered metal building in the first place. It adds high cost and complexity, and undermines the efficiency of the design. Applying materials like fiber cement siding, masonry, or stucco would require additional framing. For example, stucco (a Class II material) needs a continuous solid substrate, which this system does not naturally provide.

In short, the current standards create a situation where the most practical and appropriate building method for this use becomes unnecessarily difficult to implement.

Council member Meachem asked what it would take to get Loren to a point where he can move

forward. Community Development Director Nate Sondrol stated that, from a process standpoint, our code establishes specific design standards that we're required to follow. If a proposal doesn't meet those standards, we can't approve it administratively. Instead, it would need to go through a public hearing to consider a modification or exception to the code, depending on the approach taken.

Alternatively, there may be other paths to help move the project forward. For example, the EDA could potentially explore financial assistance to offset the added costs of meeting the standards. Another option would be to align the project more closely with existing conditions, which could allow it to proceed more quickly without requiring those additional approvals.

e. Chisago County HRA-EDA Update VERBAL UPDATE

Community Development Director Nate Sondrol gave the Chisago County HRA-EDA Update, as Nancy Hoffman was unable to attend. SBDC Resource Day is March 25th. The next marketing meeting is April 10th from 8am-9am.

f. North Branch Area Chamber of Commerce Update VERBAL UPDATE

No updates from the North Branch Area Chamber of Commerce.

g. North Branch Area Schools Update VERBAL UPDATE

Chair Sara Paul gave the North Branch Area Schools Update. Charlie Klopp came to the City Council and said that with all of the schools that are located on Grand Avenue, we should really symbolically name Grand Avenue, Viking Way. With the support of the City, we now have the symbolic naming of Viking Way all along Grand Avenue. Several years ago, the Beautification Committee had supported banners that students created all along Viking Way, so we wrote a grant with the central art collaborative, and we've handed this to our students, who have brought in different cultural artists. These resident artists have been teaching and training our students. The students are now training those techniques across the elementary, middle, and high schools. The students are going to be creating banners that will be selected to replace along Viking Way.

h. EDA Executive Director Update VERBAL UPDATE

Community Development Director Nate Sondrol gave the EDA Executive Director Update. Residential development is expected to pick up after the spring season. Initially, there were plans for 115 units on the north side of 400th and West South Flink, but that may be reduced to about 90 units for the first phase. The developer typically builds around 35 units per year, following a three-year plan, which is why they are limiting the number of units released at once. Sheild's Plaza is currently underway, with model work beginning, and activity is expected to continue through the summer. The building façade grant projects approved at the last meeting have already been completed. The battery storage facility is anticipated to begin construction once weather conditions improve.

The old fire hall sale closed on March 2, and the new owner is exploring redevelopment options, including a potential improvement split facility and possibly an industrial supply store.

There is a two-day Business Retention course offered by the University of Minnesota on May 20th–21st (8 a.m.–5 p.m.), with space for up to five attendees. Staff plans to attend, and others are welcome to join—interested individuals should contact staff. In November, there's an industrial session at the Minnesota Real Estate Journal; they plan to present on the LP site. We'll keep you posted.

Following the retail trade analysis completed on February 19, staff will continue working with the county and the University of Minnesota to determine next steps and identify target businesses for future

commercial development. On March 27, the Essential Development Partnership Program will be held in Mora, including a tour of the new high school and a discussion on continuing education opportunities. The Hungry Farmer is now open, and we're very excited to have this great addition to our Community.

i. Comprehensive Plan Update

INFO

City Administrator Matthew Hill gave the Comprehensive Plan Update. The City has developed a coordinated plan at the state level for the proposed interchange project. The project is structured in phases, with Phase One focused on design and engineering. A \$4 million funding request has been introduced in both legislative chambers. Representative Reimer introduced HF 4238, and Senator Graham introduced SF 444; both bills have been referred to the Capital Investment Committee. This funding would support the design and engineering work and allow the City to complete the acquisition of the final parcel needed for the interchange. Securing this phase is critical, as it positions the project for future funding requests and overall advancement. Subsequent phases would include construction of the interchange, followed by additional improvements such as signalization extending to Highway 95.

The City has been in active communication with legislators at multiple levels and has received strong, positive support for the project. The Mayor and staff have met with legislators at the Capitol and plan to return in April to continue discussions with committee members. Coordination is ongoing with our representatives to schedule these meetings. In addition to state funding, the City has also submitted a federal grant request and is awaiting feedback.

8. CLOSED SESSION

- a. Closed meeting pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property in the Interstate Business Park INFO

The Economic Development Authority Meeting went into closed session pursuant to Minn. Stat. 13D.05, sub. 3 (c) to consider the sale of real property in the Interstate Business Park at 5:05 PM.

RESULT: Passed
MOVER: Sara Paul
SECONDER: Jessica Thelander
AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johns
Jessica Thelander, Cassie Koecher

ABSENT:

NOTES:

The Economic Development Authority Meeting went back into open session at 5:14 PM

RESULT: Passed
MOVER: Sara Paul
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Marshall Saunders, Patrick Meacham, Sara Paul, Dennis Johns
Jessica Thelander, Cassie Koecher

ABSENT:

NOTES:

9. NEXT MEETING - April 21, 2026 - 3:30 PM

10. ADJOURNMENT

The Economic Development Authority Meeting adjourned at 5:14 PM.

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



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 04/14/2026

Board & Commission: Economic Development Authority

Subject: Consider Approval of a Storefront Facade Application Request for North Branch Barbers at 6420 Main Street

Overview / Background

The Economic Development Authority (EDA) budget for Fiscal Year 2024 included \$75,000, allowing the EDA to establish a Storefront Rehabilitation Grant Program. The funding is intended to help incentivize façade restoration and enhancements by businesses and/or property owners that restore the “historic” existing buildings within the old downtown area. The program funding is set up as technically a 0% forgivable loan over a five (5) year term, with repayment waived 20% each year through the end of the term. At that time, the funding becomes a “grant.” Should the property change hands at any time during the five (5) year timeline, the remaining balance would be due at the time of said transaction. The property owners would be required to agree to either a mortgage or some type of loan security.

The attached policy funds covering 50% of the improvement cost up to \$25,000. This would allow for up to three (3) “grants”. The EDA has discretion to approve a larger funding award to a business, if the project meets the program intent and also meets the program goals with the district, and also supports the vision and goals for the Central Business District / Downtown area. The program establishes guidelines and defines eligible and ineligible improvements for the funding, as well as maintenance requirements.

Funding is intended to restore the storefronts of the existing buildings to their original appearances as they existed at the time of their construction. Given the age of many of the buildings, and historic photos, those storefronts included large floor-to-ceiling windows with recessed doors. Most of the buildings were brick facades.

Although the focus is on restoration of existing buildings, the guidelines can serve as guidance to new buildings and/or restoration of newer buildings. Thus, the EDA has discretion to award funding to update and upgrade non-historic buildings within the district, but are still important to fund such improvements.

There has been interest expressed in the program and an application has been submitted by James Kolde from Minnesota Home Guys for improvements to their building located at 6420 Main Street. The proposed improvements are attached.

Recommended Economic Development Authority Action

To provide input and direction on the application submitted for the proposed façade improvements to building at 6420 Main Street.

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH FAÇADE IMPROVEMENT FORGIVABLE LOAN PROGRAM

APPLICANT / OWNER INFORMATION

Full Name:	Timothy & Kasey Cropper
Address:	775 S. Newberry Ave. Rush City, MN 55069
Phone:	651-319-7816
Email:	northbranchbarbers@gmail.com

BUSINESS INFORMATION

Name of Business Owner:	Timothy Cropper	Same As Applicant	<input checked="" type="checkbox"/>
Name of Business:	North Branch Barbers LLC.		
Name of DBA:			

PROPERTY INFORMATION

Site Address:	6420 Main St. North Branch, MN	PID	16.00299.1D
Building Status:	<input checked="" type="checkbox"/> Owner Occupied		Tenant Lease
Use Type:	Barbershop		
Current Land Use:	Commercial Land & Building		
Current Zoning:			

FAÇADE IMPROVEMENTS

<input type="checkbox"/> Full Restoration	<input type="checkbox"/> Masonry Repairs	<input checked="" type="checkbox"/> General Maintenance	<input checked="" type="checkbox"/> Windows & Doors
<input type="checkbox"/> Canopy & Awnings	<input type="checkbox"/> Signage & Lighting	<input type="checkbox"/> Other:	

PROJECT COST & TIMELINES

PROJECT ESTIMATES <i>(Detailed opinion of probable cost required.)</i>					
Total Project	Eligible Costs	Private Match	Request	Start Date	Completion Date
\$9,553.03	\$ -	\$ -	\$ 4776.92	ASAP / /	/ /
CITY REVIEW					
Total Project	Eligible Costs	Private Match	Public Match	Grant Maximum	Review Date
\$	\$	\$	\$	\$25,000.00	/ /

ARCHITECT/ CONTRACTOR INFORMATION

Company Name:	CAP Renovations LLC
Company Contact:	Corey Perrell
Address:	9133 465th St. Harris, MN 55032
Phone:	612-709-4352
Email:	caperell@hotmail.com

PROJECT SUMMARY

In the space below provide a brief description of the proposed project (attach an additional sheet if necessary).

Please see attached Bid/scope of work from contractor. Thank you.

Attached photo to show finished work.



CAP Renovations, LLC
 9133 465th St
 Harris, MN 55032

Estimate

Date	Estimate No.
04/06/2026	1305

April 21st

Name/Address

Tim Cropper
 North Branch, MN

		Project	
Description	Qty	Rate	Total
Exterior back wall approximately 18' wide x 14' tall *Remove exterior door, re-frame area and install new door. *Fur out back exterior wall to prep for tin installation. *Flash area where building and parking lot meet. *Tin exterior wall, re-install vent caps. *Haul away debris. Includes material to complete above said job. Any changes could result in a price increase. Current estimate is good for 60 days of date of this estimate.			\$9553.83
		Total	\$9,553.83

Current Building



Projected Completed Project

Reframe existing doorway, and install new door. (color TBD)

Install tin siding to match the rest of the exterior building, flash area where the building and parking lot meet. Re-install vent caps and any other ventilation, etc. (not pictured but will be where current caps/ventilation exist).





Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 04/14/2026

Board & Commission: Economic Development Authority

Subject: Consider Approval of a Storefront Facade Application Request for The Hungry Farmer at 6241 Main St

Overview / Background

The Economic Development Authority (EDA) budget for Fiscal Year 2024 included \$75,000, allowing the EDA to establish a Storefront Rehabilitation Grant Program. The funding is intended to help incentivize façade restoration and enhancements by businesses and/or property owners that restore the “historic” existing buildings within the old downtown area. The program funding is set up as technically a 0% forgivable loan over a five (5) year term, with repayment waived 20% each year through the end of the term. At that time, the funding becomes a “grant.” Should the property change hands at any time during the five (5) year timeline, the remaining balance would be due at the time of said transaction. The property owners would be required to agree to either a mortgage or some type of loan security.

The attached policy funds covering 50% of the improvement cost up to \$25,000. This would allow for up to three (3) “grants”. The EDA has discretion to approve a larger funding award to a business, if the project meets the program intent and also meets the program goals with the district, and also supports the vision and goals for the Central Business District / Downtown area. The program establishes guidelines and defines eligible and ineligible improvements for the funding, as well as maintenance requirements.

Funding is intended to restore the storefronts of the existing buildings to their original appearances as they existed at the time of their construction. Given the age of many of the buildings, and historic photos, those storefronts included large floor-to-ceiling windows with recessed doors. Most of the buildings were brick facades.

Although the focus is on restoration of existing buildings, the guidelines can serve as guidance to new buildings and/or restoration of newer buildings. Thus, the EDA has discretion to award funding to update and upgrade non-historic buildings within the district, but are still important to fund such improvements.

There has been interest expressed in the program and an application has been submitted by the The Hungry Farmer to their building located at 6241 Main Street. The applicant is proposing improvements to the site including: siding, paint, lighting, signage and concrete. The proposed project is located outside of the current downtown storefront facade program boundary, however it is located within the central business zoning district. The proposed improvements are attached.

Recommended Economic Development Authority Action

To provide input and direction on the application submitted for the proposed facade improvements to building at 6241 Main Street.

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH FAÇADE IMPROVEMENT FORGIVABLE LOAN PROGRAM

APPLICANT / OWNER INFORMATION	
Full Name:	MINA, LLC dba The Hungry Farmer Meat Company
Address:	6241 Main St. North Branch, MN 55056
Phone:	651 462 0022
Email:	thehungryfarmermeatcompany@gmail.com thebarndoor6241@gmail.com

BUSINESS INFORMATION		
Name of Business Owner:	Gina Wholecheese, Mindi Kopp, Michael Peterson, Sheena Piel	Same As Applicant
Name of Business:	MINA, LLC	
Name of DBA:	The Hungry Farmer Meat Company	

PROPERTY INFORMATION		
Site Address:	6241 Main St. North Branch, MN 55056	PID
Building Status:	<input checked="" type="checkbox"/> Owner Occupied	<input type="checkbox"/> Tenant Lease
Use Type:		
Current Land Use:	Commercial	
Current Zoning:		

FAÇADE IMPROVEMENTS			
Full Restoration	<input checked="" type="checkbox"/>	Masonry Repairs	<input checked="" type="checkbox"/>
		General Maintenance	<input checked="" type="checkbox"/>
Canopy & Awnings	<input checked="" type="checkbox"/>	Signage & Lighting	<input checked="" type="checkbox"/>
		Other:	

PROJECT COST & TIMELINES					
PROJECT ESTIMATES <i>(Detailed opinion of probable cost required.)</i>					
Total Project	Eligible Costs	Private Match	Request	Start Date	Completion Date
\$ 80,000	\$ 20,000	\$ 20,000	\$ 20,000	5 / 1 / 26	9 / 30 / 26
CITY REVIEW					
Total Project	Eligible Costs	Private Match	Public Match	Grant Maximum	Review Date
\$	\$	\$	\$	\$25,000.00	/ /

ARCHITECT/ CONTRACTOR INFORMATION	
Company Name:	Kopp Building Solutions
Company Contact:	Josh Kopp
Address:	North Branch, MN 55056
Phone:	651-674-3123
Email:	josh.kopp@koppbuildingsolutions.com

PROJECT SUMMARY
<p><i>In the space below provide a brief description of the proposed project (attach an additional sheet if necessary).</i></p> <p>The project includes removing the existing front siding and any deteriorated materials beneath it, followed by the installation of new siding and fascia to ensure long-term durability and protection. In addition, we will replace and regrade the front concrete sidewalks so they properly slope away from the building, improving drainage and creating a safer, more accessible entrance for customers.</p> <p>The remaining three sides of the building will be repainted as part of ongoing maintenance and preservation efforts, helping to protect the structure from weather-related wear. Finally, a new exterior sign will be installed to improve visibility and strengthen our presence in the downtown area.</p>



NORTH BRANCH FAÇADE IMPROVEMENT FORGIVABLE LOAN PROGRAM

PROGRAM TERMS & CONDITIONS

PROGRAM FUNDING

Matching Grants range from a minimum of \$5,000 to a maximum of \$20,000 per storefront or building. All grants must be matched by the property owner. The Matching Grant will pay for only 50% of the total eligible project costs, up to the \$20,000 grant limit. The approved Matching Grant amount will only be paid by the City upon completion of the work, and a formal written request for payment and final invoice is provided by the Applicant to the City.

TERMS & CONDITIONS

The Matching Grant is structured as a 5-year loan with no payments, with 20% of the loan being forgiven each year for 5 years. If the building is sold before 5 years, the balance of the loan must be repaid by the Applicant.

The City of North Branch has the right to terminate any agreement under the Façade Improvement Matching Grant Program, if an Applicant is found to be in violation of any conditions set forth in these guidelines, or if work is not completed within required timelines. If terminated by the City, the City shall not be obligated to make any payment to the Applicant. If at any point after the project is completed, the Applicant is found to have violated the terms and conditions of the Program or Grant Agreement with the City, the Applicant shall be responsible for repaying 100% of the Matching Grant to the City.

PROGRAM REQUIREMENTS

1. A signed and approved Grant Agreement is required for the applicant to be eligible to receive any funding from the Façade Improvement Matching Grant Program.
2. All work must be done in accordance with all local, state, and federal building codes, the City of North Branch Zoning Code, Downtown Design Guidelines, other applicable Downtown standards, and the rules and regulations for the Façade Improvement Matching Grant Program.
3. Labor costs are only eligible to be covered by the grant if the labor is done by a third party who has no financial interest in the building (i.e. building owners may not receive funds for labor that they completed on the project).
4. All construction must be completed in strict compliance with any approved plans and applicable local, state and federal rules and regulations.
5. All work must be completed within 6 months from the date the grant is approved by the City and any applicable agreements, as required by the City, are executed.
6. The Applicant may not assign the program obligations and/or payment of the Matching Grant to any other party or person.



NORTH BRANCH FAÇADE IMPROVEMENT FORGIVABLE LOAN PROGRAM

ACKNOWLEDGEMENT

APPLICANT STATEMENT

I acknowledge the Program Terms and Conditions, as stated herein, and to the best of my knowledge, all of the applicable materials and documents and information I have submitted are true and correct. I have read the Façade Improvement Matching Grant Program and Terms and Conditions, and understand the rules and regulations as set therein. I agree to hold harmless and indemnify the City, and its officers and employees, for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of this license.

Applicant Signature

Date

REQUIRED ATTACHMENTS

Financial	Project budget with Opinion of Probable Cost and/or detailed, line-item estimate.
Architectural Drawings	Scaled drawings of proposed façade improvements with color renderings.
Photos	Pictures of current storefront.
Other	Other information as may be required by the City.

"Named One of the Top 50
Pavement Contractors
in the USA!"



P.O. Box 176
Princeton, MN 55371
Phone: (763) 389-5267
Fax (763) 389-9988
Info@ericksonasphalt.com
www.ericksonasphalt.com

Pavement Magazine
June 2002-2022

Licensed and Insured

Date: **March 31, 2026**

Estimate No.: **47357**

Proposal Submitted To: The Hungry Farmer	Date: March 31, 2026	Estimate No.: 47357
Attn: Mindy Kopp	thehungryfarmermeatcompany@gmail.com	Ph1: 651-462-0022
Property Name:	Job Name:	

SCOPE OF WORK

Infrared Patching - \$7,500

Repair potholes and damaged asphalt using the infrared method of asphalt pavement patching. These are/will be marked with marking paint.

Each patch repair approx. 5' x 7'

The Infrared process includes:

50 IR Patches

- Clean areas of the dirt and debris.
- Heat the asphalt to a working temperature of 300 F.
- Rake heated area and remove any oxidized deteriorated asphalt.
- Add new asphalt and compact with vibratory roller.
- Clean up all job debris.

NOT INCLUDED IN PROPOSAL (Below)

Striping - \$625

- 1) Restripe designated lot with traffic paint utilizing existing layout and color unless otherwise specified.
- 2) Excludes: curbs, crosswalks or speed bumps unless otherwise specified.

All of the above work to be completed in substantial and workmanlike manner for the total of **\$8,800.00** Terms: 1/2 down, 1/2 remainder due upon completion. Any unpaid balance will accrue at 1.5% per month. Good for 30 days.

Erickson Asphalt Services, Inc. agrees to carry Workmans' Compensation and Public Liability Insurance, also to pay all Sales Taxes, upon the material furnished under this contract, as required by the United States Government and the State in which the work is performed. Erickson Asphalt Services, Inc. agrees to complete outlined work in a workmanlike manner in accordance to standard construction practices. All agreements are contingent upon delays beyond the control of Erickson Asphalt Services, Inc. Erickson Asphalt Services, Inc. has the right to refuse to accept any proposal.

I have read the contract terms and conditions on the back of this proposal and have been informed about water drainage. By signing this proposal, I acknowledge agreement to all of the stated contract terms and conditions

Jake Pilz (612-760-2847)

Signature of Owner

Date

Signature of Contractor

Date

Please Sign and Return to accept this Proposal • We accept these major credit cards



KC Gustafson Construction Co Inc.

39164 Holly St. NW Suite #1
 Stanchfield, MN 55080
 320-396-2396
 kcgustafson@yahoo.com

Estimate

Date	Estimate #
4/9/2026	5285

Name / Address
Grizzly Concrete and Masonry 5547 340th Street Stacy MN 55079 651-775-0273 MIKE

Project Address / PO #
6241 Main St North Branch, MN

Description	Total
Demo & remove existing concrete Haul away debris	24,300.00
New Sidewalks Front of building Form & pour	
10) 6" Bollards Supply, set & fill	
Labor and materials Haul away debris Mobilization	

ESTIMATES ARE GOOD FOR 30 DAYS.

Total \$24,300.00

Winter charges will be added to "Invoice" Starting October 15th - April 15th

****If it is NOT on the Estimate, it will be an additional charge****



white

THE BARN DOOR IS OPEN, LLC

moove along
moos-chos
gracias

Sign Here

Emp.

Employer's name and

ALL DIMENSIONS IN FEET

PROVIDING INFORMATION

ESTIMATE

Grizzly Concrete and Masonry
5547 340th street
Stacy, MN 55079

mike@grizzlyconcretemn.com
+1 (651) 775-0273



Bill to
The Hungry Farmer
The Hungry Farmer Meat Company

Ship to
The Hungry Farmer
The Hungry Farmer Meat Company

Estimate details

Estimate no.: 1354
Estimate date: 04/09/2026

#	Product or service	Description	Qty	Rate	Amount
1.	01 Site Address	Job Site Address: 6241 main st	1	\$0.00	\$0.00
2.	02 Site Work	removing old concrete hauling off site	1	\$7,500.00	\$7,500.00
3.	02 Site Work	forming and pouring new sidewalks across front of building	1	\$10,280.00	\$10,280.00
4.	Bollards	6" Bollards	10	\$450.00	\$4,500.00
				Total	\$22,280.00

Accepted date

Accepted by

PROPOSAL

A.C.T.-ASPHALT SPECIALTIES

WWW.ASPHALTMN.COM

530 SHOREVIEW PARK RD
SHOREVIEW, MN 55126

(651) 484-1696
FAX (651) 484-8063

PROPOSAL SUBMITTED TO		MAP CO-ORDINATES	DATE
Hungry Farmer			2026
STREET		JOB NAME	
6241 Main St			
CITY, STATE AND ZIP CODE		JOB LOCATION	
North Branch 55056			
PHONE	Fax Number	STATE ID NUMBER 0005132 LICENSED & BONDED	WEATHER PERMITTING START JOB WEEK OF
651-462-0022		Email	

We hereby submit specifications and estimate.
Process

These are all close ballpark numbers only

Option 1 – Truck Load Patching (We should be able to fill the bad holes with one truck)

One Truck - \$4,000

Two Trucks - \$7,000

Option 2 – Overlay Main Drive Lanes 2” (See Attached Picture) (Only if putting full lot off for 5-10 years)

Price \$30,000

Option 3 – Complete Redo Main Drive Lanes 4” (See Attached Picture)

Price \$70,000

Option 4 – Complete Redo Full Lot 4”

Price \$95,000

MECHANIC’S LIEN NOTICES. The **OWNER** acknowledges that simultaneously with the execution of this Agreement that he has received all written notices required under M.S.A. 514.011 (Notice of intention to file Mechanic’s Lien.)

ATTENTION OWNERS

- (a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.**
- (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER THE COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

In the event it becomes necessary for the **CONTRACTOR** to file a mechanic’s Lien Statement because of non-payment by the **OWNER** of any sum required under this remodeling construction contract, then, and in that event, the **OWNER** shall pay in addition to all sums required thereunder, the cost of the preparation and filing of Mechanic’s Lien Statement, including reasonable attorneys’ fees in connection therewith, as well as all other fees and costs allowed by the statute. This shall be considered as the contractor’s timely notice.

Payment to be as follows:

½ down. ½ upon completion.

WE PROPOSE hereby to furnish material and labor, complete with above specifications, for the sum of **plus any required permit fees,** Past due accounts - add 1 ½% of balance per month.

	Price \$	tbd
	Down Payment \$	tbd
	Balance Due \$	tbd

All material is guaranteed to be as specified. All work is to be completed in a workmanship-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon work above. A.C.T. is fully covered by Workers Compensation and General Liability Insurance.

Authorized signature Mitchel Minnig

Subject to Office Approval _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Quote # 22212

The Hungry Farmer Meat Company

North Branch, MN

Project Manager:
Joey Crary

Drawn by: EGL

Page Scale: 1/2" = 1' 0"
Page Size: 11 x 17

X

Drawing Date: 4/1/2026

Rev1 Date:
Rev2 Date:
Rev3 Date:
Rev4 Date:

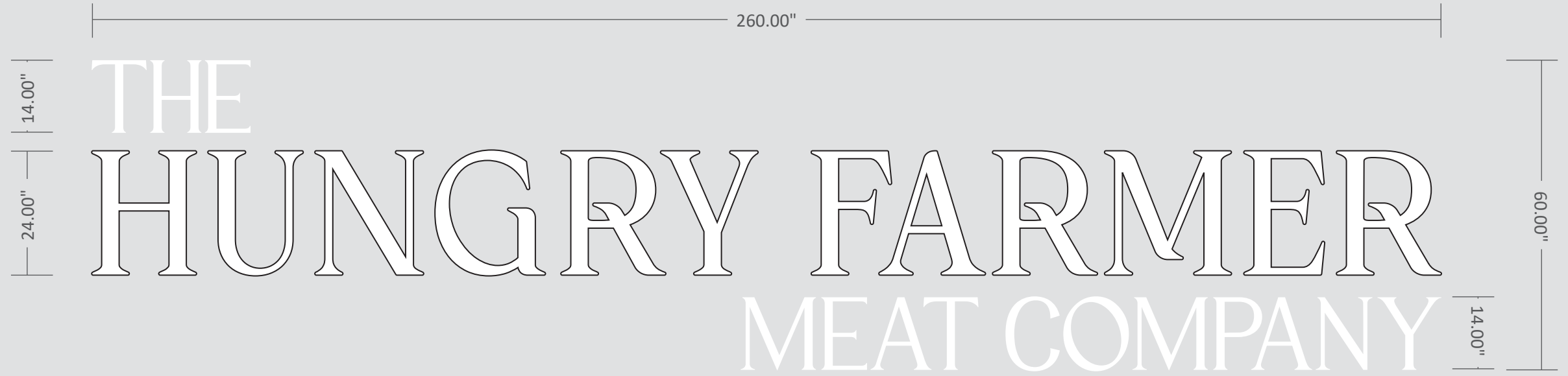


NOTICE
ALL SIGNS MANUFACTURED
FOR 120V ELECTRICAL SERVICE
UNLESS OTHERWISE NOTED

File location: Sharepoint:\H \ Hungry Farmer Meat Company, The \ Working Sketch Files \ NorthBranch_ExteriorSignage_22212

The ideas and designs contained in this original and unpublished drawing are the property of Indigo Signs and may not be used or reproduced in whole or part without written permission from Indigo Signs.

Due to the limitation of the printing process, the colors shown may not reflect actual colors.



Illuminated Channel Letters

Qty: (1) Set
Copy: "HUNGRY FARMER"
Lighting Direction: Face-Lit
Faces: Acrylic, white
Backs: 0.063 inch aluminum
Trimcap: Black
Returns: Black; 5 inch depth
Mounting: Remote
Distance around objects 1697.996 inches

Flat-Cut Letters

Qty: (1) Set
Copy: "THE" and "MEAT COMPANY"
Material: 1/4" Acrylic
Finish: White
Flush mount or spaced off surface: Flush



PROPOSAL FOR
The Barn Door Is Open, LLC
6241 Main St
North Branch, MN 55056
2613_p1
3/27/2026

PROPOSAL INCLUDES FOLLOWING

Siding	34,201.00
1 Custom wrap 3 tier fascia with aluminum coil Aluminum flashing LP board & batten LP trim 4" prefinished LP trim 6" prefinished LP trim 8" prefinished	
2 Firing out block walls carpentry labor will be figured at \$60 per hour/per guy	

TOTAL PROJECT COST	34,201.00
---------------------------	------------------



PROPOSAL FOR
The Barn Door Is Open, LLC
6241 Main St
North Branch, MN 55056
[2613_p1](#)
3/27/2026

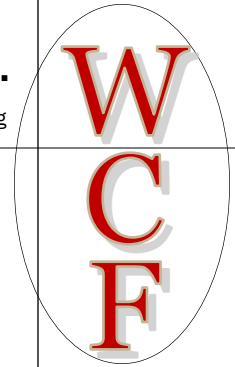
PROPOSAL INCLUDES FOLLOWING

Siding	34,201.00
1 Custom wrap 3 tier fascia with aluminum coil	
Aluminum flashing	
LP board & batten	
LP trim 4" prefinished	
LP trim 6" prefinished	
LP trim 8" prefinished	
2 Firing out block walls	6,500.00

TOTAL PROJECT COST	40,701.00
---------------------------	------------------

Wasche Commercial Finishes, Inc.

Commercial Painting & Wallcovering



Proposal

Date: 03/12/25

Project: The Hungry Farmer

Scope of work: 1) Power wash exterior to clean and remove existing failing coatings.
2) Paint exterior walls.

Bid Amount: \$18,220.00 (eighteen thousand two hundred and twenty dollars)

Alternates: 1. Paint 3 exterior hollow metal doors and frames.....Add \$900.00
2. Omit painting of EIFS along front of building.....Deduct \$2,540.00

Notes: 1) Pricing reflects using A100 Exterior Latex paint.
2) Assumed access to water from inside the building.
3) Does not include removal of signs, awnings, etc. To be done by others.

Thank you for allowing us to submit a bid on this project. We look forward to working with you and if you have any questions please give me a call.

Respectfully Submitted,

Andrew Wasche

Estimator/Project Manager

21335 Aberdeen Street NE
East Bethel, MN 55011

Office 763-434-8812
Fax 763-434-8858
www.wasche.com

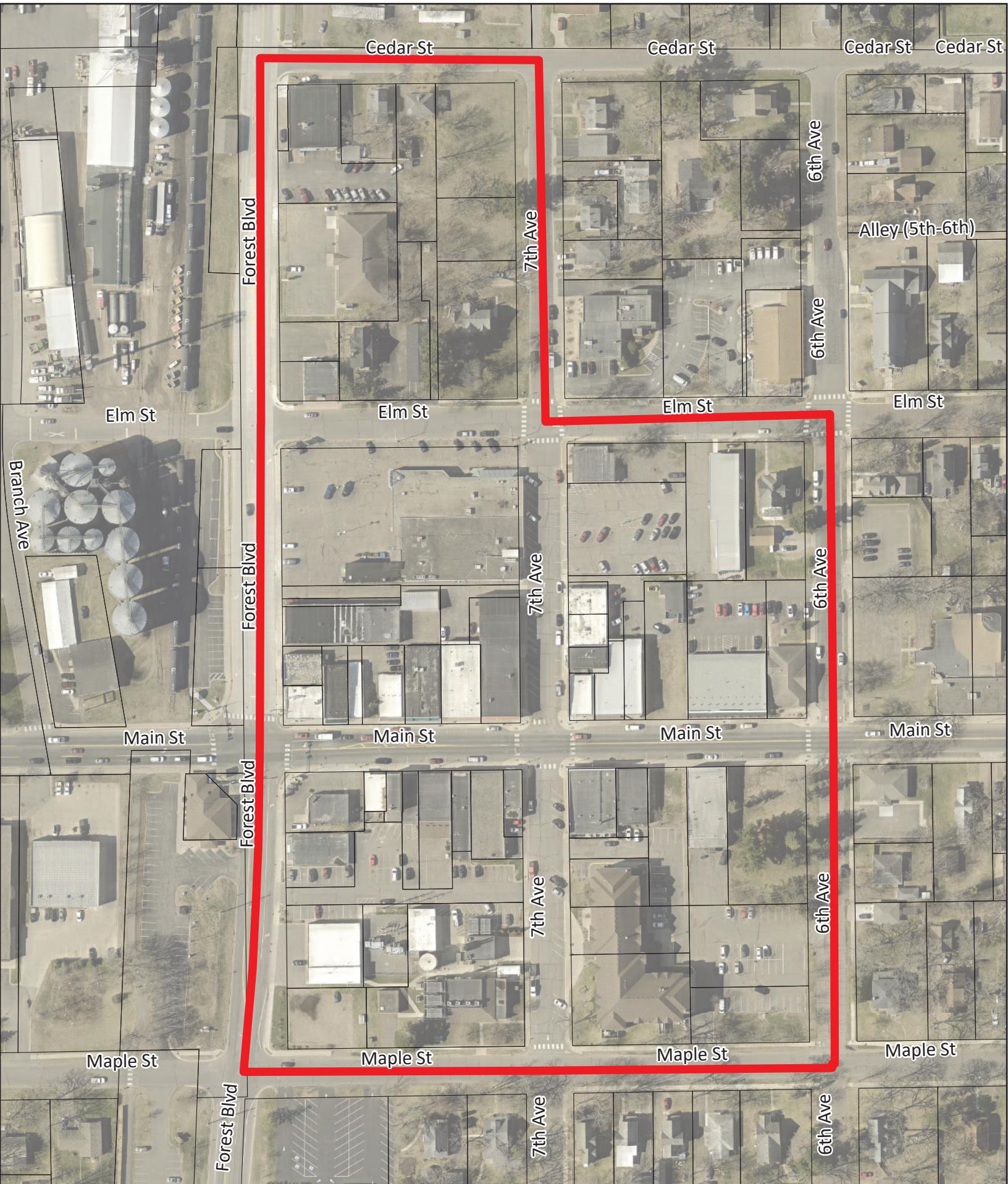
Acceptance of Proposal:

Signature:

Date:

This proposal is based on entering into a standard MN AGC Subcontract. We assume the General Contractor will provide all temporary light, power and dumpsters. Our proposal assumes industry standard scheduling and current PDCA standards unless specifically stated otherwise. We shall not be liable for damages to completed work. All costs associated with repairing said damages shall be considered additional work. This proposal may be withdrawn if not accepted within 30 days.

Affirmative Action/Equal Opportunity Employer





Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 04/14/2026

Board & Commission: Economic Development Authority

Subject: Consider Approval of building removal at 6247 410th Street

Background Info

The EDA approved a purchase agreement with Louisiana Pacific (LP) is proposing a minimum of a 200,000 square foot facility manufacturing facility on 120 acres located in the northeast portion of the Interstate Business Park on December 9, 2025. The manufacturing at this facility will include LP's Expert finish facility which specializes in pre-finishing engineered wood siding trim with durable, factory applied paint in various colors, reducing the installation time and labor for builders by eliminating field painting and caulking needs. The site will require the outdoor storage of materials on the site.

The EDA approved the 1st Amendment to the purchase agreement at the March 17, 2026 that allowed for the removal of the structures on the property post closing date, establishing a closing date of April 21, 2026 and removal of the fixed wireless tower within 90 days of the termination of the tower lease.

Staff have been in the process of obtaining quotes for the removal and engineering/environmental services for the project. Staff is requesting the following approvals:

1. Approval of Demo Service Environmental/Engineering Contract with WSB
2. Approval of Quitclaim Bill of Sale and Building Removal Agreement
3. Approval of Low Quote for Building Demolition and Site Clearance

Requested Action

Approval of Demo Service Environmental/Engineering Contract with WSB

Voting Requirements:

Voting Options Simple Majority



April 8, 2026

Nate Sondrol
Community Development Director
City of North Branch
6408 Elm Street
North Branch, MN 55056

Re: Scope of Work and Cost – Demolition Services
Farmstead - 6247 410th Street
North Branch, MN 55066

Dear Mr. Sondrol,

Thank you for the opportunity to work with you on this project. Outlined below is a scope of work and cost estimate for WSB to provide Demolition Services in support of the removal of the buildings/structures located at 6247 410th Street in North Branch, Minnesota (the Site). The Site includes one residential dwelling, two pole barns, and five grain storage bins. We understand that the Site owner will remove the above-grade structures and that the foundations and concrete slabs will be left in place. The following tasks will be completed under this scope of work:

Task 1: Limited Asbestos and Regulated Material Assessment

Following removal of the structures by the owner, WSB will complete a Limited Asbestos and Regulated Material (ARM) Assessment of the remaining foundations and concrete slabs at the Site. The ARM Assessment will be completed to identify asbestos and other regulated materials that may require special management prior to and/or during demolition. The ARM Assessment will include the following:

Asbestos Sampling

WSB will perform sampling at the Site to identify friable and non-friable asbestos-containing materials (ACM) in accordance with Environmental Protection Agency (EPA), Minnesota Pollution Control Agency (MPCA), and Minnesota Department of Health (MDH) rules and regulations. Destructive sampling methods will be used to assess void spaces, plenums or other areas that would not otherwise be visually assessable. Samples will be submitted to a laboratory accredited under the National Voluntary Laboratory Accreditation Program (NVLAP) for bulk asbestos analysis. Analytical testing will be performed by Polarized Light Microscopy (PLM) in accordance with EPA Method 600/R-93-116 (Asbestos in Bulk Building Materials).

Lead Based Paint Sampling

WSB will collect lead-based paint (LBP) chip samples from painted/coated concrete surfaces at the Site that may be recycled during demolition. At a minimum, paint sampling will be completed to satisfy MPCA requirements for concrete recycling and reuse. If LBP is identified, the affected surfaces will be documented as requiring special management prior to or during recycling.

701 XENIA AVENUE S | SUITE 300 | MINNEAPOLIS, MN | 55416 | 763.541.4800 | WSBENG.COM

Polychlorinated Biphenyl (PCB) Caulk Sampling

WSB will collect caulk samples from surfaces of brick, concrete, or other masonry units that may be recycled as part of the demolition process to evaluate for polychlorinated biphenyls (PCBs). Sampling will be completed to meet the MPCA's standing beneficial use determination (SBUD) for reuse of uncontaminated recognizable concrete, recycled concrete, and concrete products, as well as brick, when used as a substitute for conventional aggregate.

Regulated Materials Inventory

WSB will complete a structure-by-structure inventory of regulated materials at the Site that may require special handling or disposal prior to demolition. WSB will also document other items present at the Site that may require special management considerations prior to or during demolition, including wells, septic systems, sumps, aboveground/underground tanks, hoists, oil-water separators, and similar systems/equipment.

Reporting

WSB will summarize the results of the Limited ARM Assessment in a final report. At a minimum, the report will include a scope of work, sampling methods and procedures, figures identifying ACM, LBP, and PCB sample locations, regulated materials inventory, investigation results, including the locations and quantities of identified ACM, LBP, and PCB caulk, and conclusions and recommendations.

Task 1 Assumptions

- Site access will be arranged by the City of North Branch (City)
- It is anticipated that up to 60 asbestos samples, 5 lead-paint samples, and 5 PCB caulk samples will be collected and analyzed under a standard 7- to 10-day laboratory turnaround time.

Task 2: Demolition Oversight

WSB will coordinate with contractors to ensure demolition activities, including regulated material removal and disposal, are performed in accordance with local, state, and federal guidelines. WSB will also coordinate with contractors to obtain documentation for final reporting purposes and will maintain communication with the City regarding the demolition schedule.

Demolition Oversight

WSB will provide oversight during demolition activities (as needed) to assess for unknown environmental conditions. In areas with observed chemical or petroleum use or storage, WSB will screen soils with a photoionization detector (PID) during excavation activities to document the presence/absence of contaminated soil at the Site.

WSB will conduct a walkthrough prior to demolition to ensure all regulated materials are removed thoroughly and disposed of properly at an MPCA-permitted landfill or recycling

facility. WSB will also conduct a final walkthrough following demolition to ensure the Site is properly backfilled, graded, seeded, and is free of demolition debris.

Task 2 Assumptions

- WSB will complete a Site walkthrough following the removal of regulated materials and prior to demolition.
- The demolition contractor will determine the schedule, and WSB will be onsite (as needed) to document Site conditions. Further, the awarded contractor will provide WSB a 72-hour advance notice prior to demolition.
- It is anticipated that up to 30 hours of demolition oversight (three days plus mobilization) will be performed, including mobilization fees.
- No contaminated soil requiring special management or offsite disposal will be encountered during the building demolition activities. If impacted soil is discovered during the removal of building slabs, additional fees will apply to ensure the soil is managed appropriately.

Task 3: Final Reporting/Documentation

WSB will summarize the results of the demolition and oversight services in a final documentation report. At a minimum, the report will include daily field logs, with photographic documentation, soil screening results (if applicable), scope of work, well and septic abandonment documentation (if applicable), asbestos and other regulated material removal documentation (if applicable), demolition notifications and permits, and backfilling/seedling documentation.

Task 3 Assumptions

- The awarded demolition contractor will provide all required abatement, disposal, and import documentation for WSB's final demolition report.

Total Cost and Schedule

The cost to perform the above-described environmental services is not to exceed **\$14,000**. If additional work is required beyond this scope, WSB will proceed with authorization from the City. The table below presents the estimated cost breakdown for each task presented in this scope.

Task	Fee (Not to Exceed)
1 – Limited Asbestos and Regulated Material Assessment	\$5,500
2 – Demolition Oversight	\$6,000
3 – Final Reporting/Documentation	\$2,500
Total	\$14,000

Acceptance

This proposal represents our understanding of the project scope. All work completed through this proposal will be governed by the Professional Services Agreement between the City and WSB dated January 4th, 2022. If the scope and fee are acceptable, please sign on the space provided below and return one copy to WSB. We are available to begin work once we receive signed authorization.

WSB appreciates the opportunity of being considered for this project and we look forward to providing our professional services to you. If you have any questions about this proposal, please feel free to contact Ryan Spencer at rspencer@wsbeng.com or 612-723-3644.

Sincerely,

WSB



Ben Fehr
Project Manager



Ryan Spencer, CHMM
Director of EIR

Enclosures
WSB 2026 Rate Schedule

Signature

I hereby authorize the above scope of work, schedule, and cost.

Name (Print)

Signature

Date

2026 Rate Schedule



	Billing Rate/Hour
ASSOCIATE SR. ASSOCIATE PRINCIPAL SR. PRINCIPAL	\$202 - \$291
SR. PROJECT ENGINEER SR. PROJECT MANAGER	\$202 - \$263
PROJECT MANAGER	\$178 - \$199
GRADUATE ENGINEER PROJECT ENGINEER	\$120 - \$198
PROJECT MANAGER ASSISTANT	\$98 - \$161
ENGINEERING TECHNICIAN ENGINEERING SPECIALIST	\$79 - \$197
LANDSCAPE ARCHITECT SR. LANDSCAPE ARCHITECT	\$89 - \$189
ENVIRONMENTAL SCIENTIST SR. ENVIRONMENTAL SCIENTIST	\$80 - \$187
PLANNER SR. PLANNER	\$92 - \$195
GIS SPECIALIST SR. GIS SPECIALIST	\$89 - \$195
CONSTRUCTION OBSERVER	\$121 - \$158
SURVEY	
Survey Office Technician	\$141 - \$176
Drone Pilot	\$204
One-Person Crew	\$204
Two-Person Crew	\$275
OFFICE TECHNICIAN	\$70 - \$152

Costs associated with word processing, cell phones, reproduction of common correspondence, and mailing are included in the above hourly rates. Vehicle mileage is included in our billing rates [excluding geotechnical and construction materials testing (CMT) service rates]. Mileage can be charged separately, if specifically outlined by contract. | Reimbursable expenses include costs associated with plan, specification, and report reproduction; permit fees; delivery costs; etc. | Multiple rates illustrate the varying levels of experience within each category. | Rate Schedule is adjusted annually.



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director, Matthew Hill, City Administrator

Date: 04/06/2026

Board & Commission: Economic Development Authority

Subject: Comprehensive Plan Update

Background Info

The Comprehensive Plan Steering Committee requests that the Planning Commission review two specific sections of the 2018 Comprehensive Plan:

- **Section 2: Values and Vision (all groups will review this section)**
- **Section 5: Economic Development**

Your focused review is vital as we move toward the final revision of the plan. This should include a thorough overview of the current language, and listing any changes that the group feel necessary due to the changes and growth of the City.

We are establishing the following timeline for the process:

- **March 18, 2026:** Landuse, Economic Development, Parks, Trails & Open Space
- **April 15, 2026:** Housing, Transportation, Utilities, Public Safety
- May 20, 2026: Review of Plan

Supporting documents are attached, including:

- Sections 2 and 5 of the Comprehensive Plan, and a link to the entire document <https://www.northbranchmn.gov/228/Comprehensive-Plan>
- Summary of the feedback forms from the community questionnaires

Staff are also requesting to begin working on identifying goals for the upcoming year and are looking to begin discussion on these.

Requested Action

To review the attached documents and be prepared for full discussion at the meeting.

The next Comprehensive Plan subcommittee will be meeting on Wednesday May 20, 2026 at 6 pm at City Hall.

Voting Requirements:

Voting Options Simple Majority

2

VALUES AND VISION

Values

Residents and other stakeholders were asked what they loved about North Branch at the Community Expo, at a chamber meeting, and at the first community café. The values expressed most often were:

THE STRONG SENSE OF COMMUNITY

A HOME TOWN FEEL

THE CITY'S COMMITMENT TO ITS PARKS AND TRAILS

A COMMUNITY THAT ENCOURAGES BIKING AND WALKING

QUALITY SCHOOLS

These values were reiterated at each of the other three community cafes and served as the foundation for the vision statements expressed below.

Vision for North Branch in 10 years

North Branch is a growing and safe community with outstanding natural and recreational amenities and opportunities for all, and well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.

Vision for Land Use

The City of North Branch is a complete community that provides a well-balanced and wide range of places to live, work, shop and play. Land uses make efficient use of existing infrastructure, contribute to a strong local economy, preserve natural resources and contribute to a high quality of life.

Residential Uses

A diverse housing stock allows people at any stage in their life to be able to find a home in North Branch. Older housing is well maintained while new development expands housing options to complement existing neighborhoods.

Commercial and Industrial Uses

A significant amount of commercial and industrial uses can be found within the City that allow residents to work in North Branch, while also being able to meet all of their day-to-day needs. Commercial and industrial uses are compatible with their surrounding land uses.

Public/Institutional

Public and institutional uses are viewed as valued resources to the community and contribute to making North Branch a better place to live and do business.



North Branch is a growing and safe community with outstanding natural and recreational amenities and opportunities for all, and well maintained infrastructure, vibrant business districts and neighborhoods, and provides residents with an excellent quality of life.

Parks, Open Spaces and Trails

Quality parks and open space are within close proximity to all residents, providing recreational opportunities to encourage an active lifestyle. A wide variety of community facilities are provided to serve a range of interests. The City of North Branch has a proposed trail system that will allow bicycle and pedestrian access to most of the major pedestrian generators within the city, including schools, shopping areas, and parks. Many of the proposed trails are destinations in themselves, offering scenic walks or rides around many of the city's scenic views. With recreational activities such as running, bicycling, and walking increasing in popularity, the city's trail system will not only offer a recreational opportunity in itself, but will also help to connect the community's parks with the neighborhoods.

Vision for Economic Development

A strong business community is the cornerstone of a vibrant city. Economic development encompasses the policies and activities that improve the long term economic and social wellbeing of the community. Communities with strong economies have financial resources to support the levels of service that their residents need and desire. Successful communities realize that economic development is about bringing together social, natural, infrastructure, and economic assets in the community to sustain the "whole" community.

Vision for Municipal Utilities

The City of North Branch, individually and in collaboration with the North Branch Water & Light Utility, has a significant investment in its existing public utilities systems (water, wastewater and stormwater). The continued expansion and development within the Urban Service Area will require the extension of public utilities. In general, the existing infrastructure system is well-positioned and of adequate size to support expansion. However, coordination will be required between community development and the required expansion of the utility system. In some cases, the cost of providing utility service may dictate where and when future growth will occur.

Vision for Transportation

North Branch is located at the cross roads of I35 and TH95, providing for ease in and out of the city. Within the city limits, however, these features will require a coordinated approach to providing movement of traffic through the city to local destinations, safe pedestrian and bike corridors, and improved intersections to safely serve the increasing number of commercial vehicles passing through North Branch.

Vision for the Environment and Sustainability

Natural infrastructure includes all systems that relate to natural resources and contribute to an improved public life. Natural infrastructure considers the full range of natural resource uses including economic, environmental, health, cultural, and aesthetic. This broad view leads us to include surface water, groundwater, stormwater, wastewater, drinking water, geology, topography, soils, natural areas, open space, green spaces, urban forest, habitat, vegetation, scenic views, and parks and trails in natural infrastructure.

Natural infrastructure is a key element in planning where development should or should not take place within a city. This element is important to communities and development as it avoids certain development hazards, provides health benefits to citizens, protects ecological systems and enhances biological diversity, and offers communities unique quality of life components. Consideration of natural infrastructure ensures that homes are built upon stable dry soils, provides clean drinking water, accounts for resource based economic activities, provides scenic views and open spaces, and plans development that respect the integrity of natural systems and incorporate natural features into development.

Minnesota GreenStep City

In 2018, the Mayor and City Council approved a resolution to make North Branch a GreenStep City through the MPCA and League of Minnesota Cities' program. Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program, managed by a public-private partnership, is based upon 29 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. North Branch is currently a Step 1 City. As North Branch plans for the future, it will continue to consider GreenStep City Best Management Practices as they relate to the goals and objectives of this comprehensive plan.



5

ECONOMIC DEVELOPMENT

Introduction

A strong business community is the cornerstone of a vibrant city. Economic development encompasses the policies and activities that improve the long term economic and social wellbeing of the community. Communities with strong economies have financial resources to support the levels of service that their residents need and desire. Successful communities realize that economic development is about bringing together social, natural, infrastructure, and economic assets in the community to sustain the “whole” community.

The City’s Economic Development Authority recently adopted a strategic plan to guide and inform its decision making over the next 3 - 5 years. The EDA identified the following strategic priorities:

- Expansion of broadband (high speed internet)
- Business growth, including continued land sales and development
- Transportation
- Community
- Housing

Inventory and Analysis

Existing Characteristics of the Economy

A significant number of North Branch residents commute to work, but have indicated via survey and other tools, that they would prefer to work in the city if comparable jobs were available. Therefore, retaining and attracting jobs is an ongoing objective for the City of North Branch. As of 2018 Assessment Year, non-residential property values amounted to \$146,754,700, as follows: commercial \$91,277,300, industrial \$22,953,100 and apartments \$32,524,300. The Minnesota Department of Employment and Economic Development estimates the unemployment rate in Chisago County at 3 percent, higher than the state average of 2.9 percent.

Table 5-A shows the employment and business profile of North Branch. The highest employment industry is health care and social assistance which provides 17.5 percent of all jobs in North Branch. Educational services is the second highest source of employment (13.1 percent), and construction, and other services provide about 12.6 percent each of the community’s total jobs. (Data-USA.com)

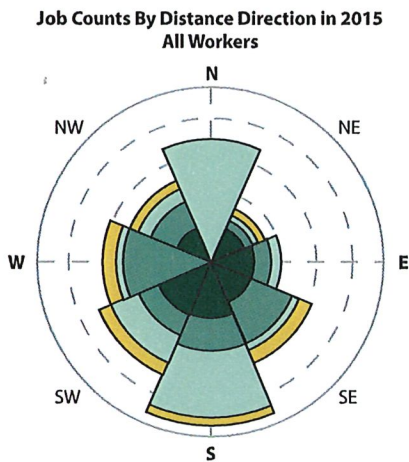
Table 5 -A Business and Employment Statistics

Name	Industry	Approximate # of Employees
North Branch School District	Education	388
Villages of North Branch	Elder Care	185
Andersen Windows	Manufacturing	180
Lakes Region EMS	Emergency Medical Services	92
County Market	Retail	90
Fairview Health System	Health Care	85
Branch Manufacturing	Manufacturing	72
Environmental Stoneworks	Manufacturing	69
Zinpro	Manufacturing	62
ShopKo	Retail	60
Wisconsin Coil Spring	Manufacturing	56

Commuting

According to the US Census as of 2015, 59.4 percent of North Branch residents commute more than 10 miles to work, resulting in an average commute time of 32.3 minutes trip.

Figure 5-1: Commute Distances



Jobs by Distance | Work Census Block to Home Census Block

2015

	Count	Share
Total Primary Jobs	3,366	100.0%
Less than 10 miles	1,368	40.6%
10 to 24 miles	1,148	34.1%
25 to 50 miles	614	18.2%
Greater than 50 miles	236	7.0%

Finance Tools

Community development actions require a framework for financial decision-making. The investment of public dollars to achieve community development objectives should be guided by several key principles:

- Financial resources are limited. The city has limited funding to apply to community development initiatives, so the use of resources must be targeted to achieve the greatest effect on community needs.
- Financial decisions require a long-term perspective. The current use of financial resources may reduce monies available in the future. In evaluating short-term opportunities, it is important to question the long-term impact on community development.
- Public funds should lead to private investment. While this section focuses on public finance actions, the Comprehensive Plan cannot become reality without private investment. The use of public funds should be targeted to actions that encourage private investment in North Branch.

The area of North Branch located north of TH95 received Opportunity Zone designation by the US Department of Treasury. While the tax credit opportunities that this designation allows are a private sector concern, the City will promote this designation as a tool for land sales and development in the City's Interstate Business Park as well as the other undeveloped portions of the City within the designated Opportunity Zone census tract.

Tax Increment Financing

Tax increment financing (TIF) is the primary development finance tool available to Minnesota cities (Minnesota Statutes, Sections 469.174 through 469.179). TIF is simple in concept, but complex in its application. Through tax increment financing, the property taxes created by new development (or redevelopment) are captured and used to finance activities needed to encourage the development. The challenge in using TIF lies with the complex and ever-changing statutory limitations.

Tax Abatement

Tax abatement acts like a simpler and less powerful version of tax increment financing. With TIF, the city controls the entire property tax revenue from new development. Under the abatement statute (Minnesota Statutes, Sections 469.1812 through 469.1815), the city, county and school district have independent authority to grant tax abatement.

Special Assessments

Public improvements are often financed using the power to levy special assessments (Minnesota Statutes Chapter 429). A special assessment is a means for benefiting properties to pay for all or part of the costs associated with improvements, and to spread the impact over a period of years. This tool can be applied to both the construction of new improvements and the rehabilitation of existing improvements.

Grant Programs

Cities can leverage funding from various grant programs to help take on economic development initiatives. There are numerous grant programs available to cities provided by various state and federal agencies related to economic development and downtown redevelopment. The Community Development Block Grant program (CDBG) administered by the U.S. Department of Housing and Urban Development (HUD) provides grants on an annual basis to states and eligible local governments for community development activities. In some cases, communities may choose to use these dollars for business retention and job growth activities. The City should also explore the use of these dollars for downtown redevelopment. The Minnesota Department of Employment and Economic Development is another agency with financial assistance available to local governments for business development, infrastructure, community development and site cleanup and redevelopment. Many other funding sources exist and city staff should monitor and pursue these opportunities when appropriate.





A significant number of North Branch residents commute to work, but have indicated via survey and other tools, that they would prefer to work in the city if comparable jobs were available.

GOAL 1

Encourage economic growth to meet the demand for commercial and industrial development.

Vision for Economic Development

The City of North Branch will remain focused on retaining a high quality of life, while at the same time working to encourage and facilitate job growth in its commercial and industrial sectors.

Goals, Objectives, and Policies

The following section outlines the primary goals for economic development, followed by a series of objectives and policies intended to influence future economic development efforts that align with the community visions in this plan.

OBJECTIVE 1.1

DEVELOP THE INTERSTATE BUSINESS PARK.

Policy 1.1.1

Strive to maximize the community's strategic location as a valuable resource, promoting the Opportunity Zone designation whenever possible.

Policy 1.1.2

Actively target companies, both large and small, that offer good employment prospects, draw from the local labor pool, and are good corporate citizens.

Policy 1.1.3

Work to maintain a labor force in the immediate area that supports the growth of business and industry in the Interstate Business Park, including but not limited to expanding the inventory of affordable housing, providing transportation alternatives and encouraging expansion of services.

Policy 1.1.4

Coordinate with stakeholders and regional partners to identify users of rail and support development of rail spur adjacent to the Interstate Business Park.



OBJECTIVE 1.2

REVITALIZE THE HISTORIC DOWNTOWN AREAS OF NORTH BRANCH.

Policy 1.2.1

Address unique development challenges including the reuse and redevelopment of vacant buildings in the historic downtown areas.

Policy 1.2.2

Explore and implement plans to enhance pedestrian friendly features, promote available parking, and collaborate with Minnesota Department of Transportation to establish safe pedestrian crossings at intersections within the downtown area.

GOAL 2

Balance the use of undeveloped land and infill development throughout the City.

OBJECTIVE 2.1

CONTINUE AND EXPAND REDEVELOPMENT EFFORTS.

Policy 2.1.1

Foster private investment and economic activity without compromising community objectives to maintain and enhance North Branch's natural environment.

Policy 2.1.2

Promote the areas north of TH95 as being designated for Opportunity Zone tax treatment to further enhance private investment in those areas.



OBJECTIVE 3.1

RETAIN AND SUPPORT LOCAL BUSINESS AND INDUSTRY.

Policy 3.1.1

Set attracting new, and retention of existing, businesses and industries as a priority of the City's economic development plan.

Policy 3.1.2

Continue outreach by City Staff and Elected Officials whereby the City representatives meet periodically on an individual basis with businesses and industries to listen to concerns and discuss opportunities for success. During these meetings, identify any perceived or real barriers or obstacles (such as overly restrictive ordinances) that the City could potentially remove or minimize to help industries and businesses prosper, while still protecting the overall health, safety and welfare of the community.

Policy 3.1.3

Coordinate with regional organizations, the North Branch School District, higher education institutions, and others in their efforts to promote training opportunities that can help businesses and industries prosper. If appropriate, co-sponsor and/or offer City facilities and/or meeting space for employee training programs.

Policy 3.1.4

Continue to promote North Branch's high quality of life as a means to help attract new businesses and industries.

Policy 3.1.5

Continue to work with local businesses and industries to ensure needs for expansion and development are adequately met.

Policy 3.1.6

Pursue ways to streamline the development approval process while still maintaining high quality development standards, by using consistent work flow practices, checklists, and hosting developer information sessions regularly.

Policy 3.1.7

Periodically review and promote economic development incentive programs such as Tax Increment Financing (TIF), Tax Abatement, utility energy and water efficiency design and improvement programs, county and state waste and pollution prevention assistance and other regional, state and national loan, grant and incentive programs to support business growth and development.

GOAL 3

Enhance North Branch's reputation as a resource to new and expanding businesses.



Comprehensive Plan Questionnaire: Key Patterns and Trends

1. Community Strengths and Identity

Across the early sections of the questionnaire (pages 2–3), respondents consistently highlight:

- A strong sense of community pride and belonging.
- The small-town feel and safety that make the area family-friendly.
- Deep appreciation for natural spaces, recreation, and access to the outdoors.
- Recognition that schools and local events form the heart of community identity.

Trend: The community’s greatest strength lies in its cohesion and shared values. Schools, local partnerships, and volunteerism serve as anchors of civic pride and engagement.

2. Transportation and Accessibility

From the middle portion of the survey (around page 6), respondents discuss:

- A strong desire for safe biking and walking routes, particularly for students and families.
- Concerns about traffic flow near schools and main corridors.

Trend: Participants want more walkable, connected routes—aligning with health, safety, and sustainability goals. There is clear community interest in making it easier to move around town without a car.

3. Education and Workforce Alignment

Later responses (pages 7–8) show widespread recognition of:

- Education quality as a defining strength of the community.

- Calls for more career-connected learning, technical training, and real-world skills.
- Alignment with the district's goal of ensuring students graduate with a plan, not by chance.

Trend: The community supports educational innovation—especially programs that bridge academics with career readiness and local workforce opportunities.

4. Economic and Environmental Balance

Responses from pages 9–10 highlight the desire to:

- Support small businesses and encourage local job creation.
- Promote sustainable growth that balances targeted industry development with environmental preservation.
- Explore renewable energy and responsible land use; Maintain and protect natural resources and open spaces.

Trend: Residents value a balanced approach—advancing economic opportunity while safeguarding the environment and rural character that define the community.

5. Community Engagement and Governance

The final sections (page 11 and beyond) emphasize:

- Appreciation for transparent communication from local leaders.
- Calls for inclusive planning that welcomes voices from all age groups, especially youth and families.
- Recognition that civic collaboration is essential for moving forward.

Trend: There is strong appetite for collaboration and communication—people want to be informed, involved, and part of shaping the community's future.



Prepared By: Nathan Sondrol, Community Development Director

Presenter:

Date: 04/06/2026

Board & Commission:

Subject: Chisago County HRA-EDA Update

Chisago County HRA-EDA Update

Voting Requirements:



Prepared By: Nathan Sondrol, Community Development Director

Presenter:

Date: 04/06/2026

Board & Commission:

Subject: North Branch Area Chamber of Commerce Update

North Branch Area Chamber of Commerce Update

Below is a link to the January 2026 Chamber update

<https://vimeo.com/1154409513?fl=pl&fe=sh>

Voting Requirements:



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 04/06/2026

Board & Commission:

Subject: North Branch Area Schools Update

North Branch School Update

Voting Requirements:



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 04/06/2026

Board & Commission:

Subject: EDA Executive Director Update

The EDA Executive Director will provide an update at the meeting

Voting Requirements:



Prepared By:

Presenter:

Date: 04/20/2026

Board & Commission: Economic Development Authority

Subject: Consider approval of signage in Interstate Business Park

Background Information

The North Branch EDA has discussed and identified marketing of the Interstate Business Park as one of top priorities, and has discussed the purchase and installation of new marketing signage for the Interstate Business Park as way to help meet those efforts.

The addition of new signage would be intended to enhance the visibility and marketability of the industrial park and reinforce a cohesive, professional brand identity. Updated signage will better showcase available spaces, attract prospective tenants, and support ongoing efforts.

Staff will provide a concept along with cost estimates at the meeting for discussion and possible action.

Recommendation

Staff is requesting discussion and possible action from the Commission.

Voting Requirements:

Voting Options Simple Majority