



NORTH BRANCH

—Minnesota—

Sara Paul
Chair

Dennis Johnson
Vice Chair

Jessica Thelander
Commissioner

Marshall Saunders
Commissioner

Patrick Meachem
Councilmember

Kevin Schieber
Mayor

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

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, October 21, 2025

1. CALL TO ORDER

Vice Chair Dennis Johnson called the Economic Development Authority to order at 3:30 pm.

2. PLEDGE OF ALLEGIANCE

Vice Chair Dennis Johnson led the Pledge of Allegiance.

3. OATH OF OFFICE

a. OATH OF OFFICE - CASSIE KEOCHER

ACTION

Community Development Director Nate Sondrol swore in new Economic Development Authority Commissioner Cassie Keocher. Welcome Cassie!!

4. ROLL CALL

Present: Commissioner Marshall Saunders, Councilmember Patrick Meacham, Commissioner Dennis Johnson, Commissioner Jessica Thelander, Commissioner Cassie Keocher

Absent: Mayor Kevin Schieber, Commissioner Sara Paul

Remote:

Others Present:

Notes:

5. PUBLIC COMMENT

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

6. AGENDA APPROVAL

a. Approve Agenda

ACTION

RESULT: Passed

MOVER: Jessica Thelander

SECONDER: Patrick Meacham

AYES: Marshall Saunders, Patrick Meacham, Dennis Johnson, Jessica Thelander

ABSENT: Kevin Schieber, Sara Paul

NOTES:

7. CONSENT AGENDA

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

a. Approval of September 16, 2025 EDA Meeting Minutes

ACTION

RESULT: Passed

MOVER: Jessica Thelander

SECONDER: Patrick Meacham

AYES: Marshall Saunders, Patrick Meacham, Dennis Johnson, Jessica Thelander

ABSENT: Kevin Schieber, Sara Paul

NOTES:

8. REPORTS

a. Chisago County HRA-EDA Update

VERBAL
UPDATE

Chisago County HRA-EDA Executive Director Nancy Hoffman gave the Chisago County HRA-EDA updates.

The Chisago County HRA-EDA has a Grow with Google in their office on October 30th from 2-4 pm. The HRA also has Marketing Mornings, which they welcome you to come to their office. Nancy said that they had a wonderful Manufacturer's Day event for exploring careers in manufacturing over at Split Rocks, and the kids did tours. There were over 250 kids in attendance this year.

Nancy's attended a couple of trainings on opportunity zones, to expand the opportunity zones times. She explained that North Branch is the only location in our County for an opportunity zone, and it's everything north of 95 in North Grant. We haven't had anybody that I'm aware of who uses that program. A couple of things that Nancy took away from those trainings are if they're not sure if they're going to allow the existing opportunity zones, continuous opportunity zones, or if they're going to re look at them. The State of Minnesota would make approvals for all of those, which should be done in July. So she's anticipating some applications coming out for that, probably this early winter. Nancy did sit in another training session that had wonderful examples of how businesses and housing, especially multifamily housing, use those programs, so more to come. Nancy just got off a call with Shields Plaza,

the multifamily crossover here. They received a tax credit project, and we're contributing a \$200,000 grant to the project to show support for that project.

- b. North Branch Area Chamber of Commerce Update VERBAL UPDATE

Community Development Director Nate Sondrol gave a brief update regarding the North Branch Chamber of Commerce. The Chamber has been busy working on members and providing a plan for future events. What would work best during the day, during the evening, so they can really looking to take all of the feedback as they can plan for the future.

- c. North Branch Area Schools Update VERBAL UPDATE

No update at this time.

- d. EDA Executive Director Update VERBAL UPDATE

Community Development Director Nate Sondol gave a Development Update. Currently, we have close to 1300 units of residential that are either active or planned for. We have a Laborers Training Center; they've got approvals, and there's a permit they're waiting on from the state of the league. Specific developments mentioned include Fox Run, Grand Point, North Townhomes, and Sunrise Bluff. Nate also mentioned ongoing projects like Westside Commons and Main Street Apartment.

The Mayor made a proclamation acknowledging all and thanking all the manufacturing businesses within the Community. There's over 20 manufacturing companies within North Branch. Manufacturing is the largest employer sector for the City and so this is a significant impact on our economy. There is a manufacturing summit this Friday over in Princeton, and we're looking at providing feedback, just providing funding opportunities.

We are in the process of redoing our website, if anyone on the EDA has any ideas on what they'd like to see relating to the EDA, please reach out to us and let us know.

- e. TIF Overview Presentation INFO

Community Development Director Nate Sondrol gave the TIF Overview Presentation. Nate provided a presentation in the Council packet to provide the EDA with the ability to review the PowerPoint. Vice Chair Dennis Johnson asked Nate if we had anybody currently in TIF. Nate explained that we have 6 or 7 Districts right now.

Nate explained that TIF is somewhat complicated, so it's always good to have a refresher for everybody on the utilization of TIF. We also do with us being an opportunity zone. We've had a lot of rental housing studies that were done in the County and locally. There has been a lot of interest inquiring about apartments within the community. Where construction costs having gotten to be, the ability for apartments, it really does requires the utilization of TIF for pretty much everybody you talk to. As developers contact us, we're looking for direction from the council on whether they support the utilization of TIF for projects or not.

- f. Interstate Business Park — Alta Survey ACTION

Community Development Director Nate Sondrol brought to the EDA a request to authorize some expenditures for completing the Alta Survey for the interstate business park. The Interstate Business Park received a certified shovel-ready site designation through the State of Minnesota in 2015. Sites certified as Shovel-Ready save time and money by having the planning, zoning, surveys, title work,

environmental studies, soils analysis, and public infrastructure engineering completed prior to the site being offered for sale. It has been identified that an Alta survey has been completed for the entire area located within the shovel-ready certification boundary. Staff have contacted the city engineer and received an estimated cost of \$24,000 to include the Alta survey with topographic data, and plan to have a formal quote for the meeting. We're trying to figure out a way we can pay for that based on the \$15,000 for that survey, we did have the farm, the lease for the farm sites, and this last year, we've been able to receive about \$5,200 a month. And so we've got about \$82,000 in that, you know, and those funds that we accumulated for that, those funds can be utilized to pay for completing that Alta survey. It could be completed with a relatively quick turnaround; the crops were just recently removed from the sites. I talked to WSB, who is our engineer, and for their survey work, they actually utilize a drone to fly. They did the LIDAR data collection with that, and they found it waiting for that. There are a couple of larger industrial projects that would significantly benefit from having that completed. And so, pretty much any site that's looking through that process would require that all these things be completed in place.

Commissioner Meacham said that in the notes, the cost was around \$24,000 from WSB. Director Sondrol talked to the engineer. When I talked to him today, he said it would be closer to the \$15,000 mark.

The motion is for \$15,000 to complete the Alta survey for the remaining portion of the original Alta survey.

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

9. CLOSED SESSION

Vice Chair Dennis Johnson led the EDA into closed session at 4:03PM.

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

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

Vice Chair Dennis Johnson led the EDA back into open session at 4:43pm.

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

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

10. NEXT MEETING - November 18, 2025 - 3:30PM

11. ADJOURNMENT

The meeting adjourned at 4:43 PM.

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