



NORTH BRANCH

—Minnesota—

Charles Klopp
Chair

Bob Bernier
Commissioner

Farfum Ladroma
Commissioner

Lynn Wilson
Commissioner

Wendy Chelberg
Commissioner

**PARKS, TRAILS AND OPEN SPACE
COMMISSION
REGULAR AGENDA
MONDAY, AUGUST 3, 2026 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. 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 July 6, 2026 PTOS Commission minutes

ACTION

7. REPORTS

a. Park Fund Balances

INFO

b. Project Updates

INFO

c. Movie Night in the Park

ACTION

d. Williams Park

INFO

e. Comprehensive Plan

INFO

8. NEXT MEETING - September 14, 2026 - 7 PM

9. ADJOURNMENT



Prepared By: Tonya Kostuch, City Clerk

Presenter: Nathan Sondrol, Community Development Director

Date: 06/09/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Approval of July 6, 2026 PTOS Commission minutes

Approval of July 6, 2026 PTOS Commission minutes

Voting Requirements:

Voting Options Simple Majority Super Majority



NORTH BRANCH —Minnesota—

Charles Klopp
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Bob Bernier
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Lynn Wilson
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Wendy Chelberg
Commissioner

**PARKS, TRAILS AND OPEN SPACE
COMMISSION
REGULAR AGENDA
MONDAY, JULY 6, 2026 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

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

REGULAR MEETING

Monday, July 6, 2026

1. CALL TO ORDER

Chair Charles Klopp called the Parks, Trails and Open Space Commission meeting to order at 7:00 PM.

2. PLEDGE OF ALLEGIANCE

Charles Klopp led the Pledge of Allegiance.

3. ROLL CALL

Present: Commissioner Charles Klopp, Commissioner Wendy Chelberg, Commissioner Lynn Wilson

Absent: Commissioner Bob Bernier, Commissioner Farfum Ladroma

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

RESULT: Passed

ACTION

MOVER: Charles Klopp
SECONDER: Wendy Chelberg
AYES: Charles Klopp, Wendy Chelberg, Lynn Wilson
ABSENT: Bob Bernier, Farfum Ladroma
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 June 1, 2026 PTOS Commission meeting minutes ACTION

RESULT: Passed
MOVER: Wendy Chelberg
SECONDER: Lynn Wilson
AYES: Charles Klopp, Wendy Chelberg, Lynn Wilson
ABSENT: Bob Bernier, Farfum Ladroma
NOTES:

7. REPORTS

a. Park Fund Balances INFO

Community Development Director Nate Sondrol gave the Park Fund Balances Update.

Below are the fund balances as of 7/1/26

Fund	Balance
Park Dedication Fund (486) (Outstanding state grant reimbursements - CSAH 30 Trail) (Committments)	\$320,817.43
Park Improvement Fund (Outstanding - ECRAC Summer Concerts)	\$118,029.34
Community Center Fund	\$187,198.52

b. Project Updates INFO

Community Development Director Nate Sondrol gave the City's project updates. At Roger Johnson Park, the lights have been installed, and security lighting has been installed along the pathway. For the Safe Route to School Plan, we held a rapid planning workshop on June 17th. We're working on compiling the results for that, and there will be an action planning meeting on August 6th at 1:30 pm. If you'd like to attend, let us know. The Transit Authority will be at Concerts in the Park tomorrow night, and next week the White Sidewalls. At St. Gregory's Church, Ryan Saltis, the City Planner, and Community Development Director Nate Sondrol met with St. Gregory's as they're looking at potentially having a community-focused playground near their church. The Flink Avenue Trail: we applied for a DNR Grant, and we were notified that we will receive the grant for over \$200K. We talked about planning for future improvements, and the Flink Avenue Trail section was our top priority.

Community Development Director Nate Sondrol presented the Meadows Ridge Development Plan.

LGI Homes (Developer) submitted an application in May 2024 for the proposed Meadows Ridge Planned Unit Development (PUD). The development is located in the north-west quadrant of the City, generally north-west of the intersection of 400th Street and Flink Avenue and includes an additional 40-acre parcel located east of Flink Avenue.

The proposed master planned development consists of approximately 336 residential lots on approximately 120 acres, to be constructed in seven phases.

The purpose of this review is to:

- Summarize the park dedication requirements associated with the proposed development; and
- Obtain feedback from the Parks, Trails and Open Space Commission regarding long-term park and trail amenity opportunities within the Meadows Ridge development.

Discussion / Analysis

Park Dedication Requirements

Minnesota Statutes authorize municipalities to require the dedication of land, payment of cash, or a combination of both to address the increased demand that new development places on public parks, trails, open space, playgrounds, recreational facilities, wetlands, and related public improvements.

The City of North Branch has implemented these provisions through **City Code Section 54-465**, which authorizes park dedication when one or more of the following findings are made:

- The property has been identified for park or open space purposes within an adopted City plan;
- New development will increase recreational demand;
- Natural features should be preserved for public benefit; or
- The dedication supports the goals and policies of the City's adopted plans.

Park dedication may be satisfied through land dedication, cash contribution, or a combination of both, as determined by the City Council.

Development Plan and Park Dedication Credit

The proposed development master plan includes 336 residential lots on approximately 120 acres and will be constructed in seven phases.

Under the previously approved Meadows North 2nd Planned Unit Development and Development Agreement, the developer provided a combination of land and cash for park dedication fees and received a park dedication credit for 591 residential units. The City Council subsequently approved expanding the park credit utilization area to include the entire Meadows Ridge development.

To date, 309 residential lots have utilized this park dedication credit. With the addition of the proposed 336-lot Meadows Ridge development, the cumulative total would increase to 645 residential lots, exceeding the available park dedication credit by 54 residential lots.

Accordingly, park dedication requirements apply only to these remaining 54 lots.

Based on the City's current fee schedule, the available park dedication options are:

Option	Calculation
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Cash Contribution	54 lots × \$1,800 per lot = \$97,200
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Land Dedication	10% of the remaining land value associated with the 54 lots
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Combination Option	Any combination of land dedication and cash contribution approved by the City
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Site Analysis

The development site contains generally level topography with predominantly loamy fine sandy soils, and there have been no wetlands have been identified within the development area.

Although portions of the development are located within one-half mile of Meadows North Park, access is currently influenced by 400th Street and Flink Avenue, both of which function as higher-volume collector roadways. The planned construction of public trails along both roadways, together with internal sidewalks throughout the subdivision, will improve pedestrian connectivity between the development and the City's existing park and trail system.

Future Park and Trail Opportunities

As part of the Master Ridge Planned Unit Development, the developer has incorporated six outlots that will serve a variety of purposes including: Stormwater management; Open space preservation; Future park opportunities; and Pedestrian trail connections.

A 10-foot-wide bituminous trail is proposed throughout the open space corridor and will connect residents to the future neighborhood park area identified as Outlot A.

The proposed park and open space layout also establishes an opportunity for future trail and park connections to adjacent properties, including the conceptual Chain Lake Shores development located west of the project.

As development occurs over multiple phases, the developer is requesting Commission input regarding the long-term placement and prioritization of neighborhood park amenities. Potential improvements may include: Benches, Picnic tables, Gathering areas; Shade structures; Small play features; Others?

The attached Park Opportunities Map identifies potential locations where these improvements could be incorporated as future phases are developed.

Previous Commission Action

The Parks, Trails and Open Space Commission reviewed the preliminary development proposal in June 2024 and recommended that the City accept a cash park dedication contribution in lieu of additional land dedication, based upon the increased recreational demand generated by the development.

The first phase of the development, consisting of 82 residential lots, has been approved and is anticipated to begin construction in July 2026.

Staff Analysis

Staff believes the proposed development provides a connected system of sidewalks, trails, and open space that is generally consistent with the City's Comprehensive Parks, Trails and Open Space Plan.

Existing park dedication credits substantially satisfy the development's overall park dedication obligation, with dedication requirements remaining for only 54 residential lots.

The developer's proposed open space network provides flexibility for future neighborhood park improvements while preserving opportunities for trail connectivity both within the subdivision and to adjacent future developments.

Staff is requesting Commission feedback regarding the proposed park amenity locations and recommendations on the types of improvements that should be prioritized as future phases of the development are constructed.

There was consensus to proceed with the proposed park improvements and further discussion in August.

d. Movie Night in the Park

ACTION

Background

Staff has received a proposal from Movie Nights to host outdoor Movies in the Park events in city parks. The concept is intended to provide a free, family-oriented community activity that encourages residents to gather, promotes use of City parks, and complements other community events.

Movie Nights would provide the outdoor movie equipment, including the inflatable screen, projector, sound system, setup, operation, and takedown and the city would be responsible for the licensing for the movie.

Estimated Costs

Estimated costs for a single movie event are summarized below.

Item	Estimated Cost
Outdoor movie equipment rental	\$250
Public performance movie license	\$310–\$370
Miscellaneous event supplies/contingency	As needed
Estimated Total	\$620 - \$900

There are sponsorship opportunities or partnerships with local businesses or organizations that could potentially offset a portion of the event costs and increase community support of the events.

Requested Action

Provide direction to staff regarding whether the Park Commission wishes to pursue a Movies in the Park program and, if so, provide guidance regarding:

1. Desired frequency of events.
2. Preferred park location(s).
3. Movie Selections
4. Budget considerations.
5. Potential sponsorship opportunities.
6. Any additional operational considerations.

Some feedback from the Commission was:

Would it be better in late summer or fall?

The location of the screen?

How big is the screen?

Are there any movies offered without copyright fees?

What would be the potential dates?

Could we do this along with Fall Festival?

The council asked if Community Development Director Nate Sondrol could work with Community Ed to see if there could be an agreement with the School District if the weather was inclement and bring this back to the August PTOS Meeting.

Consensus to support this during the Fall Festival.

e. Comprehensive Plan

INFO

Community Development Director gave an update regarding the Comprehensive Plan. The City Council approved a work session for July 15, 2026, to go over the Comprehensive Plan starting at 6 pm.

8. NEXT MEETING - August 3, 2026 - 7PM

9. ADJOURNMENT

The Parks, Trails and Open Space Commission adjourned at 8:20 PM.

RESULT: Passed

MOVER: Wendy Chelberg

SECONDER: Lynn Wilson

AYES: Charles Klopp, Wendy Chelberg, Lynn Wilson

ABSENT: Bob Bernier, Farfum Ladroma

NOTES:



Prepared By:

Presenter:

Date: 07/20/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Park Fund Balances

Below are the fund balances as of 7/1/26

Fund	Balance
Park Dedication Fund (486)	\$320,826.73
(Outstanding state grant reimbursements - CSAH 30 Trail)	
(Committments	
Park Improvement Fund (Outstanding - ECRAC Summer Concerts)	\$109,096.34
Community Center Fund	\$187,198.52

Voting Requirements:

Voting Options Simple Majority Super Majority



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 07/20/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Project Updates

July Project Updates

Voting Requirements:

Voting Options Simple Majority Super Majority

Parks, Trails & Open Space Commission Project Updates

Current Projects	Progress and Next Steps	Approval Date	Estimated Completion Date	Estimated Cost
Website	The city is in the process of updating its website and is looking for feedback from the commission.		Ongoing	
Adopt A Park	Scouting America Troop #9411 has signed up for Riverwalk Park!			
Williams Park	The Commission received a request for low impact nature based play at Williams Park including a nature playground, sledding hill, bike walking trails and a bike pump track. Staff are obtaining cost estimates and will be providing to the commission			
Clayton Anderson Park	The PTOS Commission recommended approval of up to \$2,500 to acquire and place the limestone rock in the park. The City Council approved this at their April 9, 2024. The limestone has been moved to the park. The CCMG are looking to establish an Oak Savanna at the park. . They will be continuing the buckthorn removal from the park and are looking to remove the knapweed. North Woods and Waters have obtained a \$23,000 grant to support the pollinator planting and 2 year maintenance plan at the park. A huge thank you to Tom Anderson for securing the grant funding. The third seedings of cover crop has been completed.		2026	
Harder Park Disc Golf Course	The NBDGA is in the process of designing signage for the course. The PTOS commission approved moving forward with the concept kiosk and to bring the final design back for approval. The City Council approved the NBDGA funding request of \$5,000 for alternate short tees and an alternate basket location for full build out of the course. The tee pads and kiosk sign will be installed in the spring. Trees have been planted around the course. The kiosk sign has been created. There were 3,592 rounds from 705 unique players from 20 states walking over 13.3 million steps over 6,000 hours recorded in 2025. This only included recorded play on udisc.			
MERC Grant	The City received grant funding for new dugout roofs for Field 1 at Harder Park. These will be		Summer 26	

	installed in 2026			
RJMP	The Commission recommend city staff work with the Football association to identify improvements to fields, lighting and storage at the park. Football Foul Poles have been installed by the Football Assoc. They are looking to install additional parking at the park along the east side and outside of the outfield.			
Circle of Honor Veterans Memorial	The City Council approved the site plan and MOU with the North Branch Veterans Memorial Group at the July 25, 2023 meeting and are working on their marketing and fundraising efforts. The coming soon sign has been installed in the park. The City Council approved the fiscal agreement. A funding request was submitted state for the project. The committee is planning to break ground this fall. Planning will need to begin for tree replacements.		2025/2026	
Flink Ave Trail Sunrise Bluff 2 Phase II (Co Mkt – 392)	City Staff submitted a grant to MNDOT AT program received funding of \$574,332 to complete the trail section. The City Council approved the plans and specs and authorizing for bids for the project at the May 27 meeting. Bids were received higher than the grant award. The City received a \$250,000 local trail connections grant and received bid pricing.		July 2026	\$99,901
Safe Route to Schools CSAH 30 Trail	The City Council recommended approval of submitting the grant application to construct a trail along the east side of CSAH 30 from 379 th St to Maple St and on Maple St from CSAH 30 to Oak St at the 12.7.21 meeting The estimated engineering City Cost is \$55,004.90. The City has been notified that the project was selected for funding in the amount of \$366,700. The Council approved the plans and specs and the project is out for bid. The project has been completed with some final punch list items remaining		June 30, 2026	
SRTS Plan	The SRTS Plan is over 12 years old and is need of an update. Will look to apply for grant funding to update this. The City was notified that it was awarded funding to complete its safe routes to school plan. The SRTS Planning Update process has started. There will be engagement activities taking place including: Action Planning Meeting – August 6 130-3pm		July 2026	
Arts Grant	The Council approved the summer concert grant			

	application. Staff submitted the application and and has been notified of receiving the grant award of \$20,000. January 15, 2026 is the official start date of grant activity to begin. https://www.northbranchmn.gov/248/Concerts-in-the-Park • August 4, 2026 - Night 2 Unite - National Night Out • August 11, 2026 - AJ Spoff • August 18, 2026 - Mixed Precipitation			
Pollinator Friendly City/Monarch Community	The legislature approved language allowing property owners to maintain native prairies on all properties. The city will need to amend its existing ordinances to align with this.			
Tree City	The CCMG planted 8 trees in Clayton Anderson park despite the rained out Arbor Day event. City staff will work on tree ordinance and will bring it to a future meeting for review/discussion. The City is working on submitting a grant application to support EAB management.		2026	
Skateboard Park	The Commission and Council approved the replacement of the surfacing at the skateboard park. Public Works has installed the new ramp surfaces and the park is getting a lot of use. 3 rd Lair has held provided a concept of a tiered quarter pipe. The PTOS Commission discussed providing up to \$4,000 in funding match for a tiered quarter pipe.	5/3/21		
Malmquist Property	The PTOS Commission recommended to strongly support Mr. Malmquist's proposal for his property to be entrusted to the city at the appropriate time and to care and that the city would care best for it and properly use it at the 1/9/23 meeting. City Staff is working with Mr. Malmquist on next steps. An appraisal (\$3,500 - \$5,000) would be required for DNR grant acquisitions. City staff met with the MN Trust for Public Lands to explore options to help protect the site until grant funding could be acquired. A revised area of 2 acres for non-passive park land is in the process of being established.			
North Branch Beautification Association	The NBBA is continuing to work on the Vet Memorial, Flower Baskets, Banners and Memorial Benches.			
Splash Pad	The Commission and City Council have identified a splash pad as top priority improvement and has discussed Williams Park as the location for the			

	splash pad to be tied to a community center location. The Commission discussed hosting a community input meeting on the desired amenities and type of facility the community would desire in in winter 2024. The City is conducting a facility assessment and will help guide the location for a future community center. The Commission would like to hold a joint meeting with other commissions and council through this process.			
St Gregorys Church	Fr Matt contacted city staff to discuss the concept of a community playground at the St Gregory Church. Discussions included an inclusive playground facility.			
Strategic Parks, Trails and Open Space Plan	The City Council approved the Comprehensive Plan at the Oct 23, 2018 meeting. The next steps will be to develop a strategic plan and implementation. Including a bicycle/pedestrian plan and development of a bike friendly community initiatives and to accommodate site amenities within the design i.e. benches at various locations.		Summer 2026	
Subdivision Review				
Sherwood Pines 2	The City Council approved recommended the acceptance of cash on 4/6/25	4/6/26		
Westside Commons 3 rd	The PTOS Commission recommended the acceptance of cash and to work with the developer on the construction of the extension of the trail from 386 th St to TH95. The developer has agreed to construct the trail from 386 th St to TH95 and will receive a credit for park dedication fees.	3/6/23		
Hemingway Meadows	The City Council approved recommended the acceptance of cash on 2/25/26			
Westside Commons Sr Housing	The PTOS Commission recommended the acceptance of cash on 10/7/24			
Preserve at Spring Hill 2	The PTOS Commission recommend the acceptance of cash on 9/9/24			
Meadows Ridge (LGI)	The PTOS Commission reviewed and recommended approval of the open space in the preliminary plat and recommend the acceptance of cash for units above the park credit utilization area. A park credit utilization area was approved and has been paid for up to 591 total units to be constructed. 391 units have been platted to date. The commission discussed with the developer the	9/11/23		

	approval of bench and site amenity improvements throughout the development to be included through partial dedication of future phases.			
Chain Lake Shores	The PTOS Commission reviewed the concept plan and provided feedback of a combination of cash and land for park dedication with a more detailed review with a preliminary/final plat submittal.	9/11/23		
Townledge Master Plan	The PTOS Commission to recommend an acceptance a combo of land and cash for park dedication funds with the land not to exceed 4 acres.	5/2/22		
Casselberry Outlot	The PTOS Commission requested the City Council to reserve the parcel of land located at the northeast corner of Lincoln Trail and Hemingway Ave as park/open space. The City Council discussed this at their November 10, 2022 meeting and noted that the parcel is being reserved as right-of-way for a future intersection improvement (2027) and that any additional space would be preserved as park/open space.		2027	
Long-term Planning and Goals	Progress and Next Steps			
CIP 2025-2036	The Commission discussed focusing on Williams Park and to add the Malmquist Property, Luchts Trail Connection and park expansions to the CIP. The City Council will be reviewing in May/June 2023. – Additional resident support has been provided for the Luchts Crossing trail connection.			

Flink Ave Trail Phase II	Trail from existing trail to 392 nd St to NB Marketplace.	Grant ?	2026	\$600,000
Malmquist Property	Acquisition and Development		2026	\$600,000
Roger Johnson Park	Safety and Security Lighting		2026	\$100,000
Trails - Maintenance Repair	Trail maintenance and Repari		2027	\$85,000
Sunrise Prairie Regional Trail	Maintenance		2027	\$6,000
Central Park	Basketball Court resurfacing		2027	\$25,000
Northwood Park	Parking Lot Resurfacing		2027	\$20,000
Northwood Park	Basketball Court resurfacing		2027	\$25,000
Harder Park	Parking Lot microsurfacing		2027	\$65,000
RJMP	Parking Lot Microsurfacing		2027	\$20,000
Northwood Park Playground Equipment	Replace existing playground equipment		2027	\$100,000
Wildridge Park	Basketball Court Resurfacing		2027	\$20,000
Luchts Crossing Trail Connection	Trail Connection from Luchts Crossing to Casselberry		2027	\$300,000
Wildridge Park	Park Development – parking lot, soccer fields		2028	\$545,000
Williams Park	Park Development		2028	\$1,850,000
Harder Park Playground Equipment	Replace existing playground equipment		2028	\$100,000
North Branch Oaks Playground Equipment	Replace existing playground equipment		2028	\$100,000
Luchts Crossing	Park Development		2029	\$100,000
Splash Pad	Williams Park		2029	\$300,000
Tower Fields	Parking Lot Paving		2029	\$70,000
Meadows North Park	Expansion to west		2029	\$50,000
Falcon Ave Trail	385 th – 386 th St		2030	\$55,000
Townsedge Park	Park Development		2030	\$200,000
Dog Park	Dog Park Development - Location TBD		2030	\$30,000
Roger Johnson Playground Equipment	Replace existing playground equipment		2030	\$
Clayton Anderson	Parking lot surfacing		2031	\$200,000
Northwood Park	Irrigation System		2032	\$70,000
Sunrise Prairie Regional Trail	Maintenance		2032	\$6,000
Wildridge Park Playgrund Equipment	Replace existing playground equipment		2032	\$100,000
Tower Fields	Irrigation System		2033	\$70,000
Roger Johnson Park	Expansion to east		2034	\$80,000
Harder Park Trail Connection			2035	\$1,000,000
Grand Ave Trail	Pedestrian bridge across Sunrise River		2036	\$515,000



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 07/20/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Movie Night in the Park

Background

Staff received a proposal from Movie Nights to host free outdoor *Movies in the Park* events at City parks. The program is intended to provide a family-friendly community gathering opportunity, encourage greater use of City parks, and complement existing community events. Under the proposed partnership, Movie Nights will provide all event equipment and services, including the inflatable movie screen, projector, sound system, event setup, operation, and takedown. The City's responsibility will be to obtain the required public performance license for the selected movie.

PTOS Commission Recommendation

At its July 2026 meeting, the PTOS Commission reviewed the proposal and expressed support for moving forward with the concept through a partnership with North Branch Community Education.

Project Update

Following the Commission's recommendation, City staff met with representatives from North Branch Community Education and Movie Nights to coordinate the event. The partners have scheduled the inaugural Movies in the Park event to coincide with the Fall Harvest Festival on Saturday, September 26, with the movie beginning at dusk.

Movie Nights has since conducted community sponsorship outreach and has received strong support from local businesses and organizations, securing sufficient funding to host the event.

The City will continue coordinating the public performance licensing for the selected movie. At this time, the remaining item is finalizing the movie selection from the list of titles available through the licensing provider.

Recommendation

Staff will continue coordinating with Community Education and Movie Nights to finalize event details and is looking for any additional input from the commission on hosting the community Movies in the Park event as part of the Fall Harvest Festival.

Voting Requirements:

Voting Options Simple Majority Super Majority

INVOICE



MOVIE NIGHTS
Memories made under the stars

DATE

6-25-2026

INVOICE NO

MN-001

MOVIE NIGHTS

7588 387TH St
North Branch, MN, 55056
320-318-1263
manolo@movienights.fun

INVOICE TO

City of North Branch
6408 Elm St N
North Branch, MN, 55056
651-674-8113
nsondrol@northbranchmn.gov

MANOLO	MOVIES IN PARK	PAYMENT TERMS	UPON SERV
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Due on Receipt

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
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1	Full outdoor theater set*	\$250.00	\$250.00
Subtotal			250.00
Sales Tax			17.19
Total			267.19

*This is per event and does not include a license for a movie showing.



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 06/29/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Williams Park

Background Info

City staff recently met with North Branch Librarian Kalyen Olinger to discuss possible improvements to Williams Park. Following the meeting, Ms Olinger met with library patrons and staff and put together the attached mock-up of a park plan that they believe would be used and enjoyed by many.

Below is an overview from Ms. Olinger of the proposed project.

With the understanding that any park takes a lot of time and money to build, I would suggest that a mown trail and beginnings of a nature playground be the first aspects implemented. Additional playground structures, a hill, and pump track could always be added later as finances allow. I believe these suggestions also allow for more permanent structures such as a future community center to easily take their place someday down the line. You'll note that the map I've attached has two versions - Version 1 has the pump track in the NW corner, which would not interfere with future possible structures built along Greenway Ave. Version 2 puts the pump track in the SE corner, which may be easier to implement since there are no trees, but it would interfere with future possible structures.

Thanks for giving the library the opportunity to submit some input. Please let me know if you'd like any clarification. At the end of the day, I believe anything you add to this area would be enjoyed by library staff and area residents!

The Commission discussed this at the June meeting and provided support for the improvements.

City staff will be providing an update at the meeting on next steps for the site.

Voting Requirements:

Voting Options Simple Majority Super Majority



Version 1

Existing structures

Proposed new structures



Version 2

Existing structures

Proposed new structures

Nature Playground Concept Ideas

- Tree rings/stumps for sitting & stepping on; large logs for balancing on
- Wooden structures for climbing & shade (natural or milled)
- Optional boulders
- Mulch on the ground
- Bench
- Culvert/tube
- Shade for parents while kids play
- Trash can
- Ideally part of this area would be stroller-friendly - mown grass?
- A mown trail from the library's North door allows easy access to the park from inside the library
- a hill nearby for winter sledding, summer running up/rolling down



Goals:

- close to library but accessible to all
- something to climb on
- space to run around
- spaces for children ages 2-10 to enjoy along with their caregivers with strollers
- Something that requires low maintenance (mowing, repairing, etc.)

Nature Playground

Additional Possible Structures



Pole in ground with climbing net



Shade sail incorporated



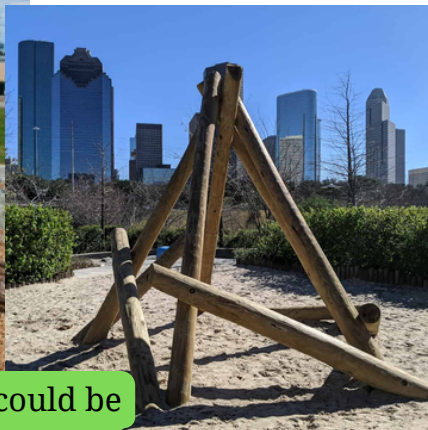
Mini climbing wall & slide built into part of a hill?



old canoe bolted to ground to play in



Piles of climbing materials; could be tree trunks or old telephone poles



Climbing rope bolted into boulders

Stumps and low rock/concrete block walls form a barrier

Trail Concept:

Mown grass or gravel, able to walk/run/bike on, doggie waste stations at beginning of trail.

Trail goes around perimeter of available area and cuts across the field from 379th St. to Greenway Ave. Could wind around in areas to increase length of trail (or be expanded later).



Pump Track Concept:

Either within the wooded area to the north of the fire station or in the open area to the southeast of the community gardens. People could easily get there from either 379th Street or Greenway Ave.



image credit: Pathfinder Trail Building





Prepared By: Matthew Hill, City Administrator

Presenter:

Date: 07/20/2026

Board & Commission: Parks, Trails and Open Space Commission

Subject: Comprehensive Plan

Background Info

Chapter 8 of the Comprehensive Plan is ready for final approval prior to going to the City Council work session on July 15. Please review the items changed in Chapter 8 and provide staff with any additional changes requested. Please plan to attend the work session on July 15

Steps taken:

Removed Greenstep Cities section and replaced with a paragraph on connectivity and accessibility. (highlighted)

Added the policy adjustment for 4.1.8. where we added a line about using partnerships in potential fundraising opportunities.

Other areas of consideration were considered, but move toward the full Comprehensive Plan re-do in 2028:

We discussed the splash pad and decided that it wasn't a high enough priority to be added.

We discussed the changes in recreational trends, but there isn't a good spot to place them in the current Comp Plan.

We discussed the potential addition of a Parks and Rec Director to lead the development and maintenance of the parks, ice rinks, and gardens in the future.

Goals and objectives are good as they stand.

The Planning Commission will be holding a public hearing on the plan on September 1, 2026

Requested Action

Review chapter 8 changes and provide feedback to staff.

Voting Requirements:

Voting Options **Simple Majority Super Majority**

8

NATURAL ENVIRONMENT, PARKS, TRAILS, AND RECREATION

Introduction

Natural resources are beneficial to the social, environmental, and economic vitality of a community. To ensure their quality and benefits, it is essential to plan and manage natural resources and areas as we do residential and commercial areas. The City of North Branch will promote, preserve and enhance the natural resources within the city and protect them from adverse effects occasioned by poorly sited development or incompatible activities by regulating land disturbances or development activities that would have an adverse and potentially irreversible impact on water quality and unique and fragile environmentally sensitive land; by minimizing conflicts and encouraging compatibility between land disturbing and development activities and water quality and environmentally sensitive land; and by requiring detailed review standards and procedures for land disturbing or development activities proposed for such areas, thereby achieving a balance between urban growth and development and protection of water quality and natural areas.

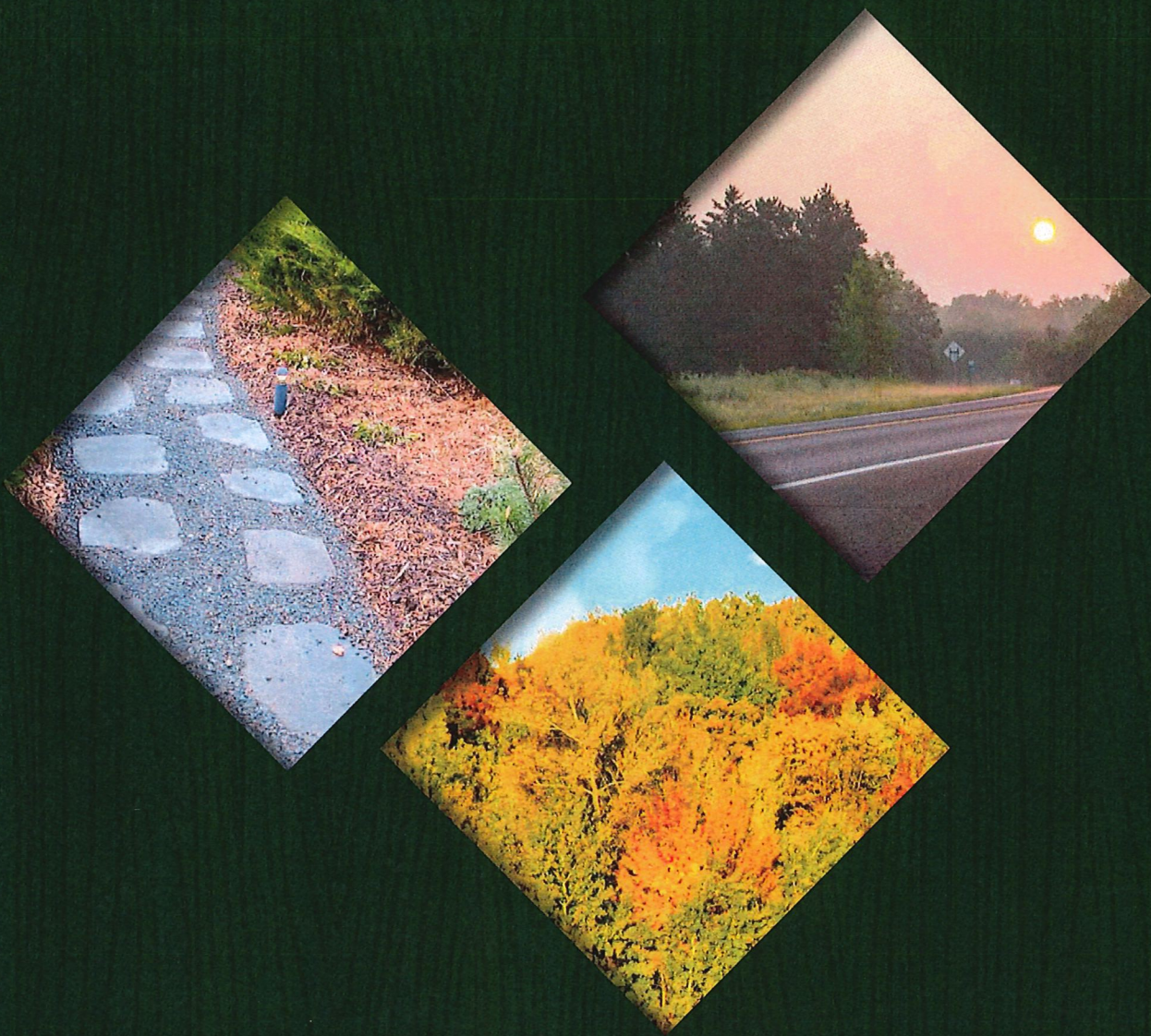
Wildlife Corridor

The Minnesota DNR has identified a regional greenway corridor in North Branch as part of the Metro Wildlife Corridors project (a 12-county metro area). The project, “ensuring that people and nature in the Twin Cities Area can grow together for generations to come” seeks to protect and restore key natural lands in the metro area by:

- Focusing pro-actively on strategic areas, of which North Branch is a part
- Efficiently leveraging private and public partners and resources
- Building upon prior investments in public lands, and
- Enhancing the cost-effectiveness of conservation efforts by coordinating them within a regional framework.

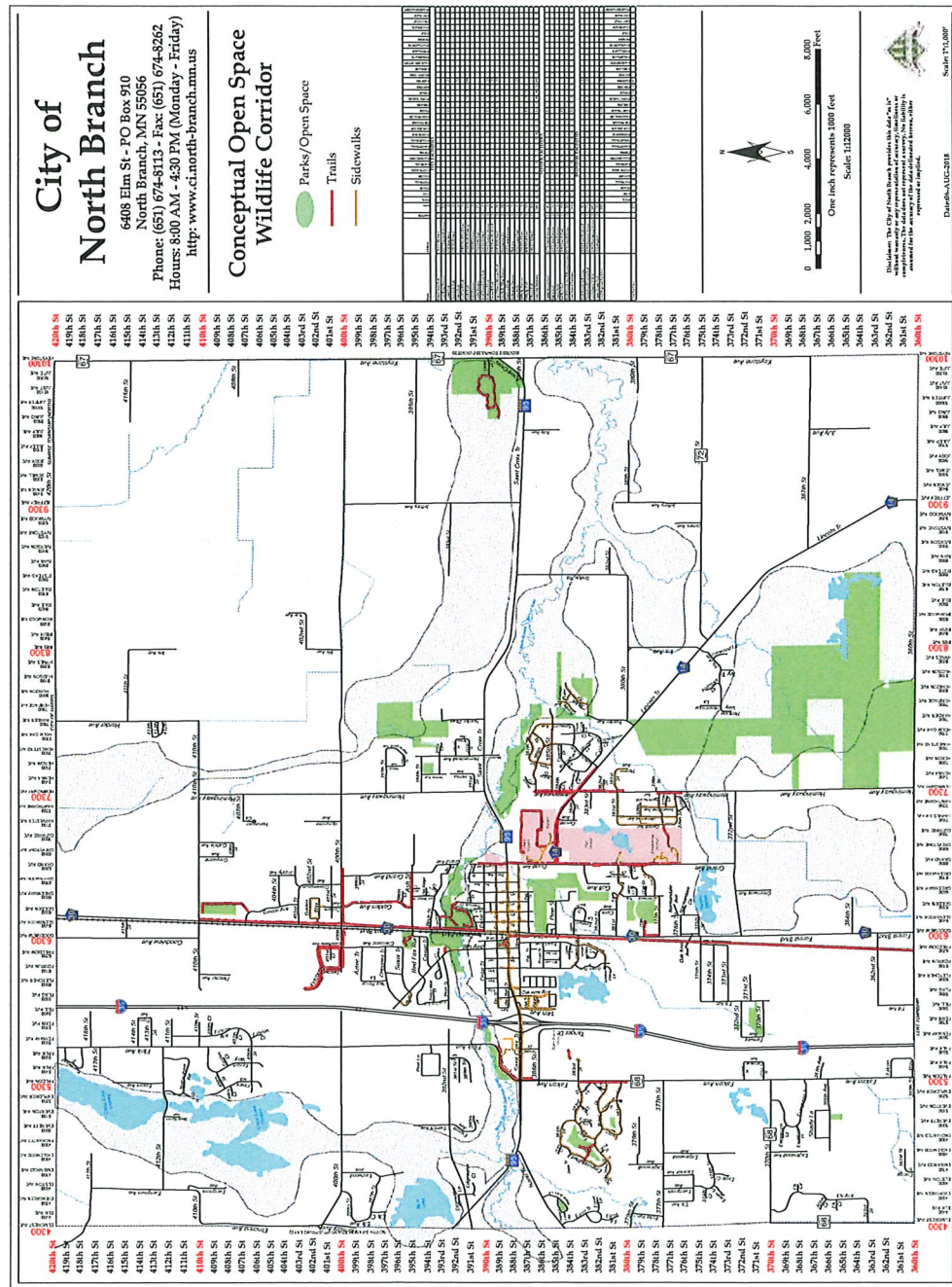
This corridor is specifically designed to incorporate, the high quality natural areas such as those identified in the Natural Resource Inventory or mapped by the MnDNR, natural corridors such as the Sunrise River, and areas that connect these features.

The City of North Branch supports the preservation of natural and open spaces along the north branch of the Sunrise River, the city’s name sake. It has also identified a conceptual greenway corridor, and as much as possible, development within the greenway corridor, should be encouraged to use conservation design strategies, conservation easements, park dedication, parcel evaluation, and the strategic siting of open space and natural areas parks to develop and improve habitat quality and connectivity within the greenways. Strategies to avoid fragmentation of existing natural areas are especially important for maintaining ecological function of the natural areas.



*The City of North Branch will
promote, preserve and enhance the
natural resources within the city*

Figure 8-1:
Conceptual Open
Space Wildlife Corridor



Tree Preservation

The City's tree preservation ordinance acknowledges the benefits and amenities trees offer to the community and acknowledges that trees are part of a more complex, interrelated system. Trees protect the environment by moderating climate, improving air quality, reducing erosion and stormwater runoff, and harboring wildlife. The ordinance focuses on protection of quality wooded areas rather than of individual trees. To preserve wooded areas in the City, each new development is required to submit a Tree Preservation Plan. The regulation also provides guidance for permitted tree removal, mitigation procedures, and tree replacement provisions.

Connectivity and Accessibility (removed greenstep cities info)

A key focus for the future of North Branch's natural environment, parks, and trails involves enhancing connectivity and accessibility throughout the community. New development, park creation, and neighborhood planning will prioritize the integration of trail systems to ensure seamless and safe non-motorized connections for residents. Furthermore, the city will undertake initiatives to improve accessibility in select parks, ensuring that all community members can fully utilize and enjoy these valuable recreational resources.

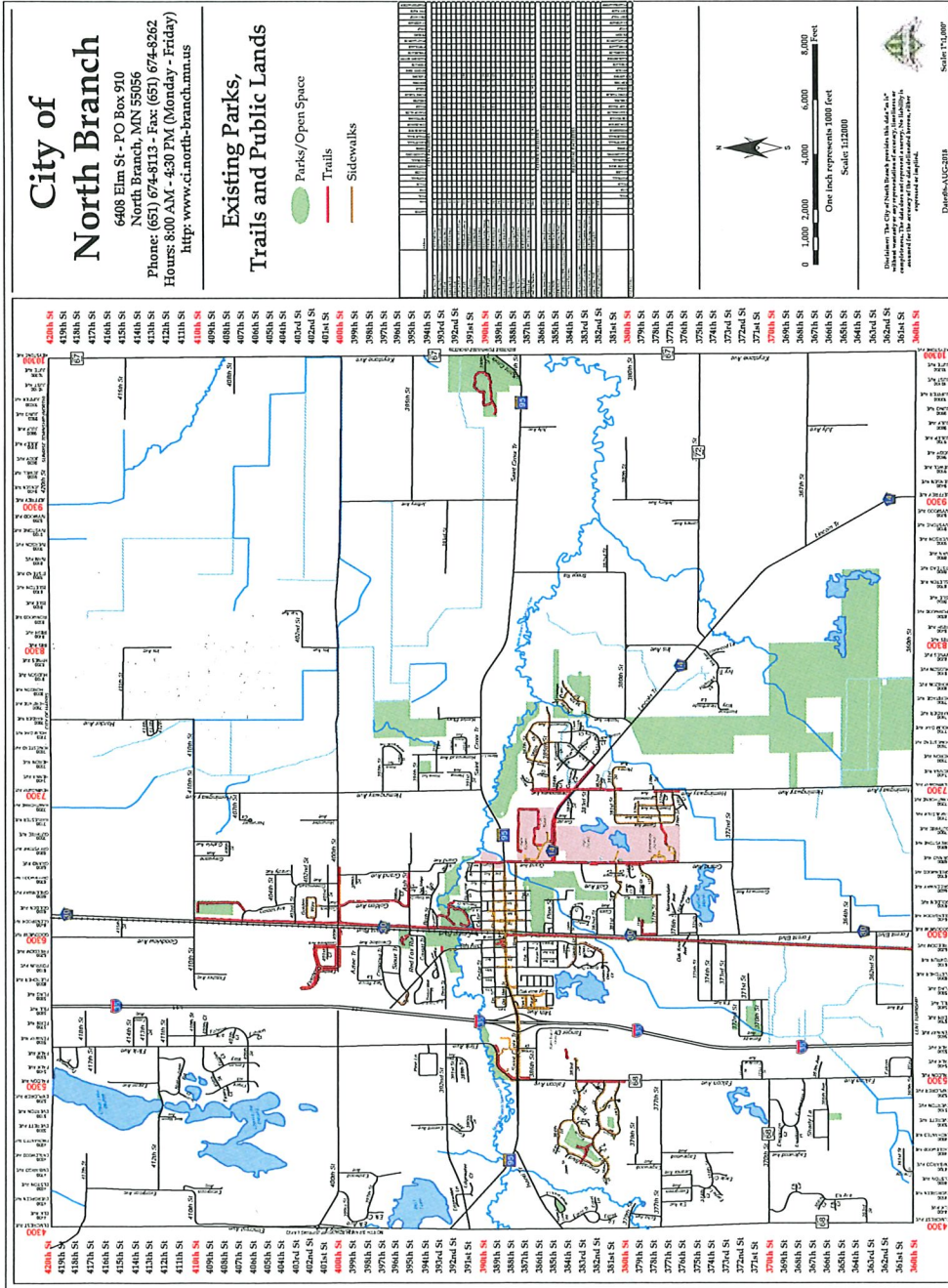
Parks, Trails and Recreation

The comprehensive parks and recreation plan is the first planning document devoted to establishing park, recreation, and trail planning criteria, guidelines, and standards, for future development of these amenities within the City of North Branch. The existing park system is already fairly developed with a strong emphasis and need placed on youth recreation opportunities. The community has done a good job of including sidewalks in various neighborhoods, but currently lacks a comprehensive trail system along TH 95 and the Sunrise Prairie Trail needs to be extended from 410th north to the city limits. Pedestrian and bike crossings are needed throughout the City. In addition, alternative transportation and exercise options through the use of trails should continue to be expanded and enhanced.

*North Branch is part of the
Metro Wildlife Corridors
project (a 12-county metro
area)*



Figure 8-2:
Existing Parks, Trails
& Public Lands



Vision for Natural Environment

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, supports economic activities such as mining and forestry, 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.



Natural Environment Goals, Objectives, and Policies

OBJECTIVE 1.1

PRESERVE OPEN SPACE AND WILDLIFE CORRIDOR.

Policy 1.1.1

Build upon the Metro Area Green Corridor System within North Branch incorporating the wooded edge while maintaining the rural character of the City's major natural amenities into the Open Space System.

Policy 1.1.2

Identify and conserve critical wildlife habitat including nesting sites, foraging areas, and migration corridors within or adjacent to natural areas, open spaces, and the developing urban areas, preserve sensitive habitat sites that support threatened species and urban wildlife habitat.

Policy 1.1.3

Identify and conserve forested and woodland cover and the scenic attributes provide between rural and urban land uses, preserve and protect significant environmental features including unique wetlands, open spaces, woodlands, shorelines, waterfronts and other characteristics that support wildlife and reflect the cities resource heritage.

Policy 1.1.4

Develop Partnerships with other organizations, institutions, and local units of government on planning and zoning, land use, preservation and conservation related issues, capitalize on the development and promotion of the North Branch of the Sunrise River and take ownership and promote the advantages of the City's relationship to the Saint Croix National Scenic Riverway and the importance the North Branch of the Sunrise River has to the river's federally protected status.

GOAL 1

Develop an integrated plan that balances community growth, natural resources, cultural and historical features.



OBJECTIVE 1.2

MAINTAIN HEALTHY URBAN FOREST AND PARK SYSTEM.

Policy 1.2.1

Continue high standards of park and public land maintenance, and management by continued investment in personnel, equipment, and methods, expand sustainable practices and invasive species management (i.e. the Emerald Ash Borer, buckthorn, etc.) and obtain the information, training and resources needed to effectively address planning, preservation and conservation issues.

Policy 1.2.2

Undertake citizen-based planning designed to manage growth and build needed infrastructure, while at the same time preserving the natural qualities with which the region is blessed.

Policy 1.2.3

Increase natural areas and open space linkages within the developing urban areas

OBJECTIVE 1.3

FOSTER NATURAL PARK DEVELOPMENT.

Policy 1.3.1

Promote native landscaping and greening initiatives, support use of best management practices and reduction of chemical use, establish community gardens, and encourage the use and planting of pollinator friendly habitats.

OBJECTIVE 1.4

IDENTIFY, PRESERVE, AND ENHANCE NORTH BRANCH'S MULTICULTURAL HERITAGE, TRADITIONS, AND CULTURAL FEATURES WITHIN HISTORICAL SITES, BUILDINGS, ARTWORK, PARKS, OPEN SPACE, AND TRAILS TO PRESERVE INTEREST AND PROVIDE A BALANCED SOCIAL EXPERIENCE.

Policy 1.4.1

Identify, designate and protect significant historic structures and sites, establish history and heritage preservation programs utilizing existing resources to help increase knowledge and promote the history and heritage of North Branch.

Policy 1.4.2

Implement natural resources and environmental educational and interpretive programs.

Vision for Parks, Trails, and Recreation

To provide a comprehensive and balanced system of parks, greenways, trails, and support for providers of recreation- orientated activities / programs for city residents in an as cost effective manner as possible.

Park Goals, Objectives, and Policies

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

OBJECTIVE 1.1

PLAN AND DESIGN PARKS, TRAILS, SIDEWALKS, AND BIKE PATHS IN A WAY THAT ENSURES THEIR LONG TERM VIABILITY.

Policy 1.1.1

All park properties that are set aside (and/or are proposed in the future) must take into account the long-term commitments required to develop, operate, and maintain across their lifecycles, with buildings constructed to the state's SB2030 performance standards for on-going cost reductions, when feasible.

Policy 1.1.2

Balance maintained turf areas with natural areas to add aesthetic appeal, control maintenance costs, infiltrate stormwater, eliminate toxic chemical use and provide wildlife habitat, and reduce carbon emissions.

Policy 1.1.3

Update parks plan every 5-10 years depending on the amount of change and development within the city.

Policy 1.1.4

Explore alternative methods for parkland dedication that will assure sufficient park facilities well into the future.

Policy 1.1.5

Phase Improvements based on replacement needs and available funding. Manage system investments through analysis of applicable data.

GOAL 1

Plan for a sustainable park and trail system.



OBJECTIVE 1.2

UNDERSTAND CURRENT TRENDS AND COMMUNITY ISSUES, OPPORTUNITIES, AND NEEDS AS RELATED TO PARKS WITHIN THE CITY.

Policy 1.2.1

Discuss local and regional park and trails issues and opportunities with the Department of Natural Resources, Chisago County, adjacent communities, environmental organizations, and others.

Policy 1.2.2

Master plans should be prepared for each park prior to their development to ensure that the right mix of amenities are provided and the park's design is cohesive and complementary to the design for other parks and public spaces.

Policy 1.2.3

Ensure public participation in the master planning process is included for each park development project.

Policy 1.2.4

Analyze the placement and use of "nature play" equipment in existing and proposed parks.

OBJECTIVE 1.3

USE SUSTAINABLE DESIGN PRACTICES.

Policy 1.3.1

Use renewable energy where possible (i.e. solar lights for trails, solar power at athletic facilities).

Policy 1.3.2: Consider use of recycled materials and promote recycling in all park areas.

OBJECTIVE 1.4

IDENTIFY ALTERNATIVE, SUSTAINABLE REVENUE SOURCES.

Policy 1.4.1

Expand grassroots parks and recreation advocacy.

Policy 1.4.2

Pursue alternative revenue sources such as program fees, community funds, grants, charitable gaming, memorials, commemoratives, and donations, etc.

Policy 1.4.3

Encourage business involvement, sponsorship, and naming rights of parks, recreation facilities and events.

Policy 1.4.4

Apply marketing strategies to increase income potential and broaden awareness.

OBJECTIVE 2.1

SERVICE LOCAL PARK AND RECREATION NEEDS BY PROVIDING NEIGHBORHOOD AND COMMUNITY PARKS AS RESIDENTIAL GROWTH OCCURS.

Policy 2.1.1

Ensure neighborhood parks are developed as part of new residential neighborhoods with buildings constructed to the state's SB2030 performance standards for on-going cost reductions, when feasible.

Policy 2.1.2

Explore the possibility of including a community park in appropriate areas of the City.

Policy 2.1.3

Locate new parks based on how they can be best integrated with the new development that the park will serve.

GOAL 2

Provide additional park and recreation opportunities in areas of new development throughout the city.



GOAL 3

Adhere to Park
Master Planning
and Facility
Design Quality
/ Development
Standards.

OBJECTIVE 3.1

ENSURE THE QUALITY STANDARD FOR BUILT FEATURES WITHIN THE PARK SYSTEM IS CONSISTENT WITH INDUSTRY STANDARDS FOR SAFETY, DURABILITY, AND ACCESSIBILITY.

Policy 3.1.1

Periodically inspect and repair all parks, trails, and recreation facilities for hazardous conditions, including unsafe play equipment, fallen vegetation, etc.

Policy 3.1.2

The design of individual parks should be of a consistent quality, with buildings constructed to the state's SB 2030 performance standards for on-going cost reductions, when feasible.



OBJECTIVE 4.1

CREATE AND SUSTAIN CRITICAL PARTNERSHIP.

Policy 4.1.1

Partner with the North Branch School District, local athletic organizations, private enterprises, surrounding communities, and others to address those community and regional needs that cannot be met exclusively by the city or others.

Policy 4.1.2

Cultivate and support public/private partnerships with organizations like the YMCA, Park Trail Council and similar non-governmental organizations whose mission is to promote active living and recreation.

Policy 4.1.3

Involve representatives from the North Branch School District, athletic organizations, and others when developing new parks that may be co-located with educational and daycare facilities.

Policy 4.1.4

Consider the desire of the community to offer a multi-use athletic facility to the residents and attract regional tournaments and events.

Policy 4.1.5

Explore the impacts of developing such facilities, including impacts to adjacent neighborhoods.

Policy 4.1.6:

New facilities should provide year-round activities and programs for all age groups and all income levels.

Policy 4.1.7

Identify and build relationships with local special interest groups, such as scouting programs, Chisago County Master Gardeners, North Branch Monarch Strategy Group, North Branch Garden Club, North Branch Arts Group, Lions, Rotary, etc.

GOAL 4

North Branch's parks meet the diverse recreation needs of the community.



Policy 4.1.8

Identify and build relationships with regional organizations, such as Chisago County Parks and Recreation Department, Chisago Soil & Water Conservation District, Friends of Wild River State Park and association with the St. Croix River National Scenic Riverway and the Lower St Croix Management Commission, Chisago County Historical Society, etc. for potential fundraising opportunities..

OBJECTIVE 4.2

PROMOTE THE CITY'S PARKS AND RECREATION ACTIVITIES AND OPPORTUNITIES

Policy 4.2.1

Utilize diverse methods of communication, including social and digital media, and highlight youth, families, volunteers, etc. Provide information on the City's website and in outside publications about parks, facilities and programming that is accessible to all people.

Policy 4.2.2

Highlight the quality of life benefits of parks, trails, recreation and open space.

