



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, JANUARY 6, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. AGENDA APPROVAL
 - a. Approve Agenda ACTION
5. PUBLIC COMMENT
6. CONSENT AGENDA
7. REPORTS
 - a. Park Fund Balances INFO
 - b. Project Updates INFO
 - c. Malmquist Property ACTION
 - d. Veterans Memorial Grant and Commemorations RFP Grant ACTION
8. NEXT MEETING - Feb 3, 2025 7PM
9. ADJOURNMENT



Prepared By:

Presenter:

Date: 12/30/2024

Board & Commission: Parks, Trails and Open Space Commission

Subject: Approve Agenda

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/02/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Park Fund Balances

Park Dedication Fund Balance	\$205,456.45
<i>Committed Funds</i>	
Meadows North Park	\$6,459.75
Riverwalk Dome Structure Electric	\$3,000.00
Disc Golf Course	\$3,635.53
CSAH 30 SRTS Trail	\$33,962.00
Northwood Pickleball Court/Site Imp	\$16,782.55
Harder/Tower Ballfield Fencing	\$970.00
Tower Fields Drainage	\$6,654.88
<i>Total Committed Funds</i>	<i>\$71,464.71</i>
Adjusted Balance	\$133,991.74

Community Center Fund (475)	\$172,194.06
Park Improvement Fund (403)	\$101,852.13
<i>Committed Funds</i>	
Fox Run PUD	\$60,000.00
Lions Park Benches	\$600.00
ECRAC Summer Concerts 2023	\$650.00
MERC Foundation HP Field 1 Dugouts	\$6,000.00
<i>Total Committed Funds</i>	<i>\$67,250.00</i>
Park Improvement Fund Adjusted Balance	\$34,602.13

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/02/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Project Updates

Parks, Trails & Open Space Commission Project Updates

Current Projects	Progress and Next Steps	Approval Date	Estimated Completion Date
Northwood Park Pickleball Court and Site Improvements	The City received a grant of \$140,000 from the Outdoor Recreation grant program from the DNR. The bids were awarded for the pickleball courts to Winberg Companies LLC. The playground surfacing has been replaced by public works and the base grading for the trail is completed. The pickleball courts complete. Site amenities including benches trash receptacles,etc and pathways are in the process of being installed. Improvements will be completed in Spring 2025	3/23	Spring
Skating Rinks	Public Works has begun to flood the rinks. The City is looking for rink attendants.		
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.		
Riverwalk Park	Natural Space Domes donated the dome structure at the park. They would like to add a plaque at the dome structure. Below is proposed language: <i>This Park Dome was donated by Natural Spaces Domes of North Branch in memory and honor of MN State</i>		

Senator Janet Johnson and Kids for Saving Earth founder 11 year old Clinton Hill. Both were defenders of the Planet (R) and would want you to work to protect our beautiful Earth.

Park Signage	The City Council approved the purchase of new monument signage at 7 parks. The signs have been installed at all parks except Tower Fields and Central Park. These will be installed after construction at each location.	3/23	Summe 2024
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. A draft kiosk sign has been created. Public Works will be working with the NBDGC on site/landscaping improvements at the park for the kiosk. New concrete tee pads were installed on the course	6/23	Spring
Ballfield Improvements	The fencing improvements at Harder and Tower Park have been completed. Future improvements to be addressed are aglime, dugout roofs; drainage, base/bench replacement and fence toprail covers;	Dec 2022	Fall 2023/S, 24
MERC Grant	The City received grant funding for new dugout roofs for Field 1 at Harder Park. These will be installed in Spring 2025		Spring
RJMP	The Commission recommend city staff work with the Football association to identify improvements to fields, lighting and storage at the park.		
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.		2025/21
Tower Fields Drainage Improvements	The City was notified that it received a \$7,000 grant from the MN Twins – Field for Kids Grant for drainage improvements to Tower Fields. The City Council		Spring

approved up to \$13,000 to complete the drainage improvements in fall 2023. The City has been notified that it will be provided an additional \$8,000 of funding thanks to player donations for the full grant request amount of \$15,000!

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. WSB is working on the engineering for project. 2024/2025

Safe Route to
Schools The City Council recommended approval of submitting the grant application to construct a trail along the east side of CSAH 30 from 379th 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 bids came in below budget and project is expected to begin Spring 2025 June 30 2025

CSAH 30 Trail

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. Grants will be due in January 2025. 2025

Arts Grant The Council approved the summer concert grant application and staff were notified the grant was awarded.

Minnesota State Band 6/17/2025

Native American Dance and
Drum Exhibit 6/24/2025

Monroe Cossing 7/8/2025

Whitesidewalls 7/15/2025

Hard Days Night 7/22/2025

Church of Cash 7/29/2025

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 are working on tree ordinance and will bring it to the December meeting for review/discussion.	Spring
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
Williams Park Community Garden	The community gardens have been tilled up for the season and are accepting applications for garden plots for 2025.	
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.	
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.	
Strategic Parks, Trails	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	Spring

and Open
Space Plan

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. This is an agenda item. A facility assessment is in the process of conducted and is estimated to be completed in mid-July 2024.

Subdivision
Review

Westside Commons	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
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	
Keller Acres	The PTOS Commission recommend the acceptance of cash on 7/1/24	
Sneep Acres	The PTOS Commission recommended the acceptance of cash on 11/04/2024.	
Sunrise Bluff 3	The PTOS Commission recommended the acceptance of the construction of the trail from Everett Ave to Flink Ave along 392nd St and to accept the dedication of the land along the Sunrise River and to provide an easement across the west outlot to extend the access to the west of the development.	4/1/24
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. 308 units have been platted to date.	9/11/23
Chain Lake Shores	The PTOS Commission reviewed the concept plan and provided feedback of a combination of cash and land	9/11/23

for park dedication with a more detailed review with a preliminary/final plat submittal.

Townsendge 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

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.

Casselberry Outlot 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 2024-2035 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.

Council Commission The PTOS Commission appointed Lynn Wilson to serve on the planning committee

Northwood Park Pickleball Court, Playground Resurfacing, Walkways DNR Grant/ 2024

Splash Pad Location to be determined 2024

Park Signage Install uniform signage in all parks 2024

Central Park Basketball Court resurfacing 2025

Northwood Park Parking Lot Resurfacing 2025

Northwood Park	Basketball Court resurfacing		2025
Co Rd 30 Trail	379 th St to Maple St (East side)	<i>Final Design</i>	2025
Co Rd 30 Crosswalk	Pedestrian crossing near the library to Sunrise Prairie Regional Trail	<i>Final Design</i>	2025
Flink Ave Trail Phase II	Trail connection from existing trail to 392 nd St to NB Marketplace.	<i>Grant ?</i>	2025
Harder Park	Parking Lot microsurfacing		2025
Falcon Ave Trail	385 th – 386 th St		2025
RJMP	Parking Lot Microsurfacing		2025
Outdoor Archery Range	Location to be determined		2025
Malmquist Property	Acquisition and Development		2025
Sunrise Prairie Regional Trail	Maintenance		2026
Wildridge Park	Park Development – parking lot, soccer fields		2026
Williams Park	Park Development		2026
Clayton Anderson	Parking lot surfacing		2026
Harder Park Trail Connection			2026
Northwood Park Playground Equipment	Replace existing playground equipment		2026
Luchts Crossing	Park Development		2027
Wildridge Park	Basketball Court Resurfacing		2027

Luchts Crossing Trail Connection	Trail Connection from Luchts Crossing to Casselberry	2027
Northwood Park	Irrigation System	2028
Tower Fields	Irrigation System	2028
Townsend Park	Park Development	2028
Harder Park Playground Equipment	Replace existing playground equipment	2028
North Branch Oaks Playground Equipment	Replace existing playground equipment	2028
Tower Fields	Parking Lot Paving	2029
Meadows North Park	Expansion to west	2029
Dog Park	Dog Park Development - Location TBD	2030
Roger Johnson Playground Equipment	Replace existing playground equipment	2030
Roger Johnson Park	Expansion to east	2031
Sunrise Prairie Regional Trail	Maintenance	2032
Wildridge Park Playgrund Equipment	Replace existing playground equipment	2032
Grand Ave Trail	Pedestrian bridge across Sunrise River	2033

Voting Requirements:

Voting Options Simple Majority



NORTH BRANCH
City of North Branch
Staff Report

Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/02/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Malmquist Property

Background

Mr. Max Malmquist approached the City's Parks, Trails and Open Space Commission in January 2023 to gauge the city's interest in acquiring his property to utilize and preserve it as a possible park and open space holding. The Commission discussed this and provided a recommendation at the meeting of strongly supporting 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.

Property Overview

The property is located at 4552 392nd Street is approximately 41.7 acres and is located on the north side of 392nd Street east of Trunk Highway 95. The property has approximately a 960 of frontage along the east side of Mud Lake. The property is comprised of approximately 10 acres of tillable land, 21.9 acres of woodlands; 7.8 acres of wetlands and 2 acres of water (Mud Lake). There is a gas transmission distribution line that runs through property and the property is located within the conceptual open space/wildlife corridor. See the attached maps and photos of the site.

Property Owner Vision

Mr. Malmquist has put together a vision statement of long-term goals and planning of the property. See attached.

Vision Statement

- 1) Assume Ownership
- 2) Manage the property as park into perpetuity
- 3) NO impervious surfaces - only class V
- 4) Access to Mud Lake to be constructed to allow for canoes, kayaks, snowmobiles, etc.
- 5) Current agricultural lands will be seeded as native prairie grasses. Removal of buckthorn, scotch pine, Russian elm, jack pine annually
- 6) Archery range/and practice archery deer-hunting trail would be appropriate types of

development

7) Primary objective to maintain natural integrity of Mud Lake water and unnamed marsh on east end of property to maintain natural vegetation

8) City will maintain dam on southeast side of property

9) City would "donate" to the Living Trust" an amount decided based upon reception of the property. Amount should be "financially reasonable" based upon the gift of land at the time, but not such as to deter the development of the park and its initiatives. Funds donated would be ultimately used to purchase additional land for wildlife management in Minnesota or Wisconsin.

Mr. Malmquist has been working with the Minnesota Land Trust (MLT) for the placement of a conservation easement on the property. To prepare the conservation easement, a site master plan is needed for the site. Previous discussions included trails, dock/lake access, outdoor archery range and archery walking course, observation and education areas, native prairie and parking areas.

The Commission discussed this at the December 2, 2025, meeting and recommended to table and bring this back to the January 2025 meeting for discussion on a concept layout for the Malmquist property.

Requested Action.

MLT and City Staff are looking for discussion and direction from the commission on the site master plan for the Malmquist Property.

Voting Requirements:

Voting Options Simple Majority

VISION STATEMENT

This is a vision statement for the following parcel: Property ID Number 11.00384.00, under the ownership of Max A. Malmquist Living Trust.

- 1) Upon the death of Max A. Malmquist, the City of North Branch will become the new owner of the proposed nature park.
- 2) The property will be managed in perpetuity as a city park for all the citizens of North Branch.
- 3) No impervious surfaces shall be constructed in the park; only Class V-type walking trails and parking lots will be permitted.
- 4) An access to Mud Lake on the north side of the property will be opened and constructed to allow wildlife viewing, canoes, kayaks, snowmobiles etc.
- 5) The area currently in agriculture will be seeded with native prairie grasses. Removal of buckthorn, Scotch pine, and Russian elm seedlings should occur annually by the City and encouraged by park visitors.
- 6) An archery range and a practice archery deer-hunting trail would be appropriate entities for this type of natural park.
- 7) A primary objective of the park development should be to maintain the natural integrity of Mud Lake water and the unnamed marsh on the east end of the property and to encourage natural vegetation.
- 8) The City will oversee maintenance of the dam on the southeast side of the property.
- 9) The proposed nature park property will have a permanent conservation easement attached to the title through the auspices of the Minnesota Land Trust, to ensure the continuing sanctity of conservation measures outlined in the Trust.
- 10) A lot for the existing house and driveway will be separated according to the enclosed aerial photo diagram.

MAX A. MALMQUIST, revised August 3, 2024.

Max A. Malmquist

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MAX A. MALMQUIST, revised August 3, 2024.

Max A. Malmquist



Conservation Tax Incentive

In December of 2015, Congress made permanent a powerful federal tax incentive for conservation easement donations that can help thousands of landowners conserve their land. The tax incentives apply to donations made in 2015 and after. The incentive provides moderate-income landowners, family farmers and ranchers with a significant tax benefit for donating a qualified conservation easement. The law:

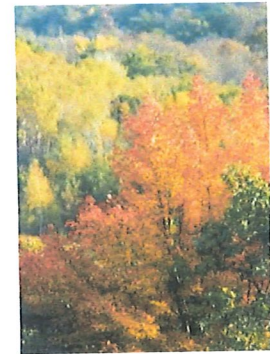
to whom?
MLT?

Does this mean?
if donating land to city or the value of the qualified conservation easement?

Raises the maximum deduction a landowner can take for donating a qualified conservation easement from 30% of their adjusted gross income (AGI) in any year to 50%.

Extends the carry-forward period for a donor to take tax deductions for a donated conservation easement from 5 to 15 years.

Allows qualifying farmers and ranchers to deduct up to 100% of their adjusted gross income. A qualifying farmer or rancher must receive at least 50% of his or her gross income from the trade or business of farming or ranching.



If the money received from MLT considered taxable income?

For example, consider a landowner who has an AGI of \$200,000 this year and donates a conservation easement with a fair market value of \$600,000. Under the expanded incentive, the landowner is allowed a deduction of \$100,000 this year for the conservation easement donation and may carry over the excess \$500,000 up to an additional fifteen years, subject to the 50% limitation.

to whom?

Congress first passed this incentive in 2006 and has renewed it several times since then. This incentive has generated several new land protection projects throughout Minnesota by making it feasible for landowners of moderate means to donate conservation easements to the Minnesota Land Trust or other qualified easement holders.

Thanks to the leadership and hard work of many, including the Land Trust Alliance and its partners, the now permanent expanded tax incentive will lead to many new opportunities for conservation of Minnesota's natural and scenic landscapes as well as conservation throughout the United States. For additional information about this issue or conservation easements in general, please contact the Minnesota Land Trust at 651-647-9590 or visit www.mnland.org.

Aerial Photography Map



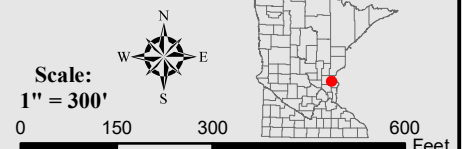
Map Resource Information

Protected Property & Section Lines created by Community GIS Services Inc. All data overlaid 2022 Chisago County Aerial Photography. Map & labeled coordinates use projection of: UTM, Zone 15, Datum NAD83

Users of this map agree and acknowledge that Community GIS Services Inc. and the Minnesota Land Trust cannot be held liable for accuracy of GIS material provided. GIS materials should not be relied upon to establish legal title, boundary lines, or locations of improvements.

Site: Mud Lake - Tract: Malmquist

Chisago County - Twp. 35 N Rng. 21 W Sec. 18





MALMQUIST PROPERTY
4552 392ND ST





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04/29/2013









Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 01/03/2025

Board & Commission: Parks, Trails and Open Space Commission

Subject: Veterans Memorial Grant and Commemorations RFP Grant

Background Info

The North Branch City Council approved the North Branch Veteran's Memorial Committee to construct a veterans memorial in Central Park and entered into an MOU agreement for the Memorial.

The North Branch Veterans Memorial Committee is looking to apply for grant and legislative funding to assist with the funding to complete the Veterans Memorial in Central Park and is requesting the city enter into an agreement and act as the city sponsor for the project to allow for the ability to apply for and receive grant funding. The agreement would be similar to the agreement utilized for the engineering services provided for the memorial.

The PTOS Commission discussed this at the September 9, 2024, meeting and recommended approval of an agreement between the City and North and the North Branch Veterans Memorial Committee that would allow the city of North Branch to act as the fiscal agent for grant funding solicitation through the state and the City Council approved the fiscal agreement at the October 8, 2024 meeting.

There is a current grant funding RFP opportunity through the State of Minnesota through the Arts and Cultural Heritage Fund (ACHF) for Veterans Memorial and Commemorations. There is no match requirement with applications due on January 24, 2025 and award notifications in April 2025. There is a total of \$102,375 of funding available. The Veterans Memorial C

Requested Action

To recommend approval of the city acting as project sponsor for the North Branch Veterans Memorial Committees application to the Arts and Culture Heritage for Veterans Memorial and Commemorations for the Circle of Honor Regional Veteran Memorial Project in Central Park in accordance with the approved fiscal agreement with the North Branch Veterans Memorial Committee.

Voting Requirements:

Voting Options Simple Majority



Request for Proposal Arts and Cultural Heritage Fund (ACHF) Veterans Memorial and Commemorations

Grant Overview

Per [Minnesota Session Laws - 2024, Regular Session, Chapter 106, Article 4, Section 2, Subdivision 4](#) the Minnesota Department of Administration requests proposals for veterans memorials and commemorations to be awarded for groups celebrating, recognizing, and honoring the sacrifices of those who served in the military, including memorials, commemorations, facilities, and park features.

Funding Availability

The total amount of funding available for State Fiscal Year 2025 is \$102,375. This Request for Proposal is for Fiscal Year 2025; funding is available until June 30, 2026. There is no funding match required.

The appropriation states that the commissioner of administration may use a portion of the appropriation for costs that are directly related and necessary for the administration of grants in the subdivision. The Department of Administration is claiming two and a half percent each year to administer ACHF grants in the FY24-25 biennium.

Grant funding through this RFP will be awarded through a competitive process with review by a committee representing Minnesota communities statewide with content knowledge on veterans. We expect to announce selected grantees in April 2025. Up to 10 awards may be made. If selected, grantees may incur eligible expenditures when the grant contract agreement is fully executed, and the grant has reached its effective date.

Minimum Requirements

Applicants must propose projects that celebrate, recognize, and honor the sacrifices of those who served in the military. Projects can include memorials, commemorations, facilities, and park features. Projects must be located in Minnesota.

Priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making. State Grants [Policy 08-02](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities:

- This grant will serve and prioritize veterans across the State of Minnesota, a group underrepresented in the general population. The Minnesota Department of Veterans Affairs reports that veterans represent 6% of Minnesota's adult civilian population as noted in their [Agency Profile](#).
- Grant awards will also take into account the geographic diversity within and across Minnesota. Grant awards will reflect the diversity of Minnesota's rich and broad geographic regions.

Grant outcomes will include, per [Minnesota Session Laws - 2024, Regular Session, Chapter 106, Article 4, Section 2, Subdivision 4](#) memorials, commemorations, facilities, and park features that celebrate, recognize, and honor the sacrifices of those who served in the military.



Eligibility

Local government units, tribal governments, nonprofits, and community-based organizations are eligible to apply.

Collaboration

Multi-organization collaboration is welcomed, but not required.

Grant Application Review and Selection

A review committee will determine the extent to which the applicant meets the selection criteria. A standardized scoring system will be used. The committee will review each application on a 100-point scale. Past performance of a grantee of the Department of Administration may be considered. The scoring factors and weight that applications will be judged on are based on [2024 Minnesota Session Law language](#) and [Sec. 129D.17 MN Statutes](#) .

Selection Criteria: The scoring factors and weight that applications will be judged on are:

		Total Points Possible
Project Description and Design	<ul style="list-style-type: none"> Briefly describe the applicant organization. Describe how the ACHF grant will be used for celebrating, recognizing, and honoring the sacrifices of those who served in the military. Grant funds can be used to support veterans memorials, commemorations, facilities, and park features. Describe the proposed project and the scope of the project. Describe the communities to be served. Explain why the project is feasible and will be able to be completed. 	30
Organization Capacity, Relevant Experience, and Equity	<ul style="list-style-type: none"> Describe your organization’s experience in serving or working with the focus priority population of veterans. As applicable, describe your organization’s experience in serving or working with Black, Indigenous, and/or other communities of color, LGBTQ+ communities, people with disabilities, or other underrepresented groups. Describe your organization’s ability to administer the grant, e.g., experience in successfully managing similar projects, track record of success, financial management, accounting, and timekeeping practices, qualifications of project leadership, etc. 	20
Community Involvement	<p>Describe the input and/or involvement in the proposed project of:</p> <ul style="list-style-type: none"> Veterans: How will local veterans be involved in any part of the project? Describe how they will be involved. Local community members: How will local community members be involved in any part of the project? Describe how they will be involved. 	20

	<ul style="list-style-type: none"> Minnesota Artists: How will the work of Minnesota artists, including potentially veterans who are artists, be incorporated into any part of the project? Describe how their work will be incorporated. 	
Workplan	<ul style="list-style-type: none"> What are the goals of the project? What project activities will be funded by the grant? Describe the project timeline, including phases, benchmarks, or milestones as applicable. 	10
Measurable Outcomes and Evaluation	<ul style="list-style-type: none"> What are the proposed, measurable outcomes for this project? Identify your measurable outcomes with indicators of success for each outcome. How will you know when success has been achieved for each outcome? How will each outcome be measured and evaluated? Describe tools and methods that will be used to measure each outcome. Describe how data will be collected for reporting and evaluation purposes. 	20
Budget Narrative	<ul style="list-style-type: none"> Describe in detail the proposed budget, expense items, and use of grant funds. All expenses must be directly related to and necessary for the project in order to be utilized by this funding opportunity, including directly related indirect costs if included. <i>Not scored but required for a complete application.</i> 	0
Budget	<ul style="list-style-type: none"> Complete and submit the budget worksheet. Grant budgets that include salaries and benefits must also complete the salary detail tab of the worksheet. <i>Not scored but required for a complete application.</i> 	0
TOTAL POINTS		100

Financial and Grantee Capacity Review

Though not required in order to submit an application, grant applicants may be required during the review process to submit financial, capacity, and internal control documents based on state or federal requirements. Grantees will be notified if additional documents or other information is needed such as:

- Nonprofits may be required to submit their most recent board reviewed financial statements, IRS Form 990, or most recent certified financial audit if selected for a grant award.
- All applicants may be required to submit additional documents, including descriptions of internal controls over business expenditures and outcomes of grant funds, if selected for a grant award.
- Pre-award risk assessments are required before a grant is made of \$50,000 or more, per Minn. Stat. §§ 16B.97 and 16B.98.

Questions

- Questions may be submitted via email to Sara Spiess at sara.spiess@state.mn.us. Please submit questions no later than 4:30 p.m. Central Time, on January 16, 2025. Answers will be posted at [Competitive Grant Opportunities / Minnesota.gov](#)

Application Content and How to Apply

Applications must be submitted electronically via our online grants management system, Foundant. Click [HERE](#) to access the application.

- If you have previously applied for grant with the Office of Grants Management or the State Historic Preservation Office, you should have a username and password. Click “Forgot your password?” to reset if necessary.



- If you are a new applicant, please click "Create New Account" to get started.
Please contact Sara Spiess at sara.spiess@state.mn.us for Foundant-related questions.

Checklist

Applicants must submit the following in Foundant for the application to be considered complete:

- Narrative responses to all application questions
Budget Worksheet
Budget Narrative
Indirect Cost Rate Negotiation Agreement (if applicable)
Description of how this grant will be used to supplement and not substitute for traditional sources of funding (not scored but required)

Please do not submit any other materials. Unrequested materials will not be reviewed.

Application Submission

All applications must be received no later than 4:30 p.m. Central Time, on January 24, 2025. Late applications will not be considered. The applicant will incur all costs incurred in applying to this RFP.

Review Process and Timeline

The review committee will evaluate all eligible and complete applications received by the deadline. The Department of Administration will review committee recommendations and is responsible for award decisions. The award decisions of the Department of Administration are final and not subject to appeal.

Anticipated Timeline

Table with 2 columns: Event and Date. Rows include RFP posted (Dec 10, 2024), Questions due (Jan 16, 2025), Applications due (Jan 24, 2025), Committee review (Feb 2025), Pre-award risk assessment (Feb 2025), Committee recommendations (Mar 2025), and Grant announcements (Apr 2025).

All grant awards are pending final eligibility and work plan and budget review.

Conflicts of Interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per Minn. Stat. §16B.98 Subd. 2-3 and 08-01 Conflict of Interest in State Grant-Making Policy effective date 1/1/22.

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the Department due to competing duties or loyalties.
A grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is in question or disclosed, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest



mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant contract agreement.

Public Data

Per [Minn. Stat. § 13.599](#)

- Names and addresses of grant applicants and amount requested will be public data once proposal responses are opened.
- All remaining data in proposal responses (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, the evaluation process is complete when all grant contract agreements have been fully executed.
- All data created or maintained by the Department of Administration as part of the evaluation process (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed. For the purposes of this grant, data will be considered public when all the grant contract agreements have been fully executed.

Grant Provisions

Below is an overview of some of the requirements, terms, and conditions of this funding opportunity. Grant contract agreement templates are available for review at: [Office of Grants Management Policies, Statutes, and Forms/Forms and FAQs tab](#)

Per [Minn. Stat. §129D.17](#):

- Funding from the arts and cultural heritage fund may be spent only for arts, arts education, and arts access, and to preserve Minnesota's history and cultural heritage. A project or program receiving funding from the arts and cultural heritage fund must include measurable outcomes, and a plan for measuring and evaluating the results. A project or program must be consistent with current scholarship, or best practices, when appropriate and must incorporate state-of-the-art technology when appropriate.
- Funding from the arts and cultural heritage fund may be granted for an entire project or for part of a project so long as the recipient provides a description and cost for the entire project and can demonstrate that it has adequate resources to ensure that the entire project will be completed.
- Money from the arts and cultural heritage fund shall be expended for benefits across all regions and residents of the state.
- Grants funded by a Legacy fund must be implemented according to [Minn. Stat. §16B.98](#), and must account for all expenditures of funds. Priority for grant proposals must be given to proposals involving grants that will be competitively awarded.
- All money from the arts and cultural heritage fund must be for projects located in Minnesota.
- When practicable, a direct recipient of an appropriation from the arts and cultural heritage fund shall prominently display on the recipient's website home page the legacy logo required under Laws 2009, chapter 172, article 5, section 10, as amended by Laws 2010, chapter 361, article 3, section 5, accompanied by the phrase "Click here for more information." When a person clicks on the legacy logo image, the website must direct the person to a web page that includes both the contact information that a person may use to obtain additional information, as well as a link to the Legislative Coordinating Commission website required under section [3.303, subdivision 10](#).

- Future eligibility for money from the arts and cultural heritage fund is contingent upon a state agency or other recipient satisfying all applicable requirements in this section, as well as any additional requirements contained in applicable session law. If the Office of the Legislative Auditor, in the course of an audit or investigation, publicly reports that a recipient of money from the arts and cultural heritage fund has not complied with the laws, rules, or regulations in this section or other laws applicable to the recipient, the recipient must be listed in an annual report to the legislative committees with jurisdiction over the legacy funds. The list must be publicly available. The legislative auditor shall remove a recipient from the list upon determination that the recipient is in compliance. A recipient on the list is not eligible for future funding from the arts and cultural heritage fund until the recipient demonstrates compliance to the legislative auditor.

Per [Minnesota Session Laws - 2024, Regular Session, Chapter 106, Article 4, Section 2](#)

- Money appropriated in this article must not be spent on activities unless they are directly related to and necessary for a specific appropriation. Money appropriated in this article must not be spent on institutional overhead charges that are not directly related to and necessary for a specific appropriation. Money appropriated in this article must be spent in accordance with Minnesota Management and Budget MMB Guidance to Agencies on Legacy Fund Expenditure. Notwithstanding Minnesota Statutes, section 16A.28, and unless otherwise specified in this article, fiscal year 2024 appropriations are available until June 30, 2025, and fiscal year 2025 appropriations are available until June 30, 2026. Water and energy conservation technology and the use of renewable energy should be priorities for construction and building projects funded through this appropriation. If a project receives federal funds, the period of the appropriation is extended to equal the availability of federal funding.

Per [Minnesota Session Laws - 2024, Regular Session, Chapter 106, Article 4, Section 2, Subdivision 4](#)

- Grant agreements entered into by the commissioner and recipients of appropriations under this subdivision must ensure that money appropriated in this subdivision is used to supplement and not substitute for traditional sources of funding.

The Department of Administration is not responsible for maintenance or repair and has no ownership rights of the memorial, commemorations, facilities, or park features.

Ineligible expenses include but are not limited to:

- Fundraising
- Taxes, except payroll taxes
- Lobbyists, political contributions
- Bad debts, late payment fees, finance charges, or contingency funds
- Parking or traffic violations
- Out of state transportation and travel expenses. Minnesota will be considered the home state for determining whether travel is out of state.

Accountability and Reporting

A state agency or other recipient of a direct appropriation from the arts and cultural heritage fund must compile and submit all information for funded projects or programs, including the proposed measurable outcomes and all other items required under section [3.303, subdivision 10](#), to the Legislative Coordinating Commission as soon as practicable or by January 15 of the applicable fiscal year, whichever comes first. The Legislative Coordinating Commission must post submitted information on the website required under section [3.303, subdivision 10](#), as soon as it becomes available.



Grant Payments

Per [Policy 08-08 reimbursement](#) is the preferred method for making grant payments. All grantee requests for reimbursement must correspond to the approved grant budget. The State shall review each request for reimbursement against the approved grant budget, grant expenditures to-date and the latest grant progress report before approving payment. Grant payments shall not be made on grants with past due progress reports unless the Department of Administration has given the grantee a written extension.

Grant Monitoring: Per [Minn. Stat. §16B.97](#) and [Policy 08-10](#) grant monitoring will be conducted as needed and required.

Grantee Bidding Requirements

For Nongovernmental organizations and for-profit businesses:

Any grant-funded services and/or materials that are expected to cost:

- Between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.
- Between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.

The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)

The grantee must maintain:

- Written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.
- Support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation of verbal quotes or bids and justifying a single/sole source bid, if applicable.

The grantee must not contract with vendors who are suspended or debarred in MN:

[Suspended/Debarred Vendor Information](#)

For grant-funded projects that include construction work of \$25,000 or more, prevailing wage rules apply per; [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

For Municipalities:

Grantees that are municipalities must follow:

- The contracting and bidding requirements in the Uniform Municipal Contracting Law as defined in [Minn. Stat. §471.345](#)



- The requirements of prevailing wage for grant-funded projects that include construction work of \$25,000 or more, per [Minn. Stat. §§177.41](#) through [177.44](#) These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

The grantee must not contract with vendors who are suspended or debarred in MN:
[Suspended/Debarred Vendor Information](#)

Audits

Per [Minn. Stat. §16B.98](#) Subdivision 8, the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the state granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant contract agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Affirmative Action and Non-Discrimination requirements for all Grantees

- A. The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified per [Minn. Stat. §363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.
- B. The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Minnesota Rules, part [5000.3500](#)
- C. The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

Voter Registration Requirement: The grantee will comply with [Minn. Stat. §201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Contact Information

For more information about this RFP, please contact:
Office of Grants Management, Sara Spiess, Grants Specialist Senior, sara.spiess@state.mn.us

Additional Links and Resources

- [Legislative Guide: Principles for Use and Expected Outcomes of Funds from Dedicated Sales Tax](#)
- [FY 24 25 Grant Guidelines - Jan 2024 Revision](#)
- [MMB Guidance to Agencies on Legacy Fund Expenditure](#)

**Fiscal Agent Agreement between
the City of North Branch
and North Branch Veterans Memorial Committee**

This agreement is made this _____ day of _____ between the City of North Branch, Minnesota (“Fiscal Agent”) and North Branch Beautification Association Veterans Memorial Committee (“Operating Entity”).

Purpose of Agreement

The Operating Entity has proposed that the Fiscal Agent sponsor a project (the “Project”) to do the following (describe):

Financial Grant Administration for a Veterans Memorial within the City of North Branch’s city limits.

The Fiscal Agent has determined that sponsorship of the Project would be consistent with its goals and wishes to work with the Operating Entity for the implementation and operation of the Project.

1. The fiscal Agent hereby agrees to sponsor the Project and to assume financial grant administration for the purposes of the requirements of the funding organization in accordance with the City’s Fiscal Agent Services Policy included within the City’s Financial Management Policy. The Operating Entity agrees to implement and operate the Project, in accordance with the terms of this agreement and with the terms and conditions of any grants received or restricted funds donated to said project. This agreement is for sole purposes of said project for the solicitation and administration of grant funding and the fiscal agent has no control over any other of the operating entity’s financial accounts.
2. The Project shall be operated in a manner consistent with the Fiscal Agent’s legal requirements and as described in this agreement. No material changes in the purposes or activities of the Project shall be made without prior written permission of the Fiscal Agent and in accordance with any requirements of the grant award, nor shall the Operating Entity carry on activities or use funds in any way that jeopardizes the Fiscal Agent’s status.
3. The Operating Entity will provide all information and prepare all reports, including interim and final reports that may be required by any grant contracts. The Fiscal Agent will provide monthly financial reports to the Operating Entity showing revenue and expenditure details to include as documentation with the grant reports.
4. The Operating Entity will not assign nor transfer any of its duties as described in the Project’s work plan without the consent of the Fiscal Agent and the subsequent review and approval of any subcontractor agreements.
5. On behalf of the Operating Entity, the Fiscal Agent will establish and operate for the use of the Project, a designated account (“account”) segregated on the fiscal Agents books. All amounts deposited into a Project’s Account will be used in its support, less administrative charges, if any, and subject to the conditions set forth below.

6. The fiscal Agent will disburse funds from the Account in the following manner:

Operating Entity will provide detailed invoices from each vendor. Invoices presented for payment must be given to the Fiscal Agent within fifteen (15) days of their due date so late charges do not accrue. The detailed invoice shall include the name of the person or company providing the materials or services, address, telephone number, the date(s) the work/service/materials was done, scope of work completed (first payment, final payment, etc), and invoice due date.

These detailed invoices must be accompanied by an attested statement which says the following: "I affirm this claim is just and correct and that no part of it has been previously paid and that the items billed for have been received by the Operating Entity."

Disbursements will be restricted to the support and implementation of the Project only.

7. The Operating Entity designates _____ (name(s) or title(s)) to act as authorizing official(s). The authorizing official shall act as principal coordinator of the Project's daily business with the Fiscal Agent and shall have the sole authority to sign disbursement requests.
8. The Fiscal Agent designates _____ (name or title) as the authorized official to serve as the primary contact with both the Grantor organization and the Authorizing Official of the Operating Entity.
9. The Fiscal Agent and Operating Entity will maintain all financial records relating to the Project according to generally accepted accounting principles.
10. The Operating Entity will reflect the activities of the Project to the extent required, on their state and federal government tax returns and financial reports. All disbursements from an Account shall be treated as payments made to or on behalf of the Operating Entity to accomplish the purposes of this Project. The sponsored organization will provide the Fiscal Agent with proper documentation to accomplish this, including furnishing the Fiscal Agent with the Operating Entity's Federal Employer Identification Number.
11. This agreement, including any amendments, will terminate if any of the following events occur:
 - a. The Fiscal Agent requests the Operating Entity to cease activities that it deems might jeopardize its legal status and the Project fails to comply within a period of ten days;
 - b. The Operating Entity fails to raise sufficient funds to accomplish the construction of the Veterans Memorial within three years of the execution date of this agreement.
 - c. The Operating Entity fails to perform or observe any other covenant of this agreement, and this failure remains unremedied fifteen (15) days after notice in writing;
 - d. Upon expiration of four weeks after either the fiscal Agent or Operating Entity has given written notice of its intent to terminate the agreement.
 - e. This agreement shall only be for the financial grant administration for the Veterans Memorial project and shall terminate upon completion.

- 12. In the event this Agreement is terminated, the Fiscal Agent will process any final invoices approved for payment and then prepare a final report of funds for the Operating Entity. Any remaining funds will be returned to the Operating Entity within fifteen days of the termination. The Operating Entity will be responsible for any reporting to grantors and/or donors with respect to the termination of the agreement and the status of the remaining funds.
- 13. Operating Entity hereby agrees to defend, indemnify, and hold harmless the Fiscal Agent from any liability, claims, or causes of action arising from said project.
- 14. Nothing in this agreement shall be construed or implied to create a partnership, joint venture, or joint powers entity.
- 15. This Agreement shall supersede any prior oral or written understandings or communications between the parties hereto and constitutes the entire agreement of the parties hereto with respect to the subject matter hereof, excluding the existing Veterans Memorial MOU. This Agreement may not be amended or modified, except in writing and as signed by both parties hereto. Should any part of this Agreement be deemed invalid or unenforceable as for any reason whatsoever, the remaining portions hereof shall remain in full force and effect as though those portions deemed invalid or unenforceable had never been included therein.
- 16. This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed to be an original and all of which taken together shall constitute one and the same agreement.

In witness whereof, the parties hereto have executed this Agreement on the day and year first written above.

Accepted for the Fiscal Agent:

Accepted for the Operating Entity

 Printed Name of Authorized Signer

 Printed Name of Authorized Signer

 Signature of Authorized Signer

 Signature of Authorized Signer

 Date

 Date

CENTRAL PARK - VETERAN'S MEMORIAL

North Branch, Minnesota

WSB Project No. 023090-000
 Issue Date..... 10/04/2023

SHEET LIST TABLE	
SHEET NUMBER	SHEET TITLE
L1.0	TITLE SHEET
L2.0	LAYOUT PLAN
L3.0	GRADING PLAN
L4.0	PLANTING PLAN
L5.0	DETAILS



1 PROJECT LOCATION MAP
 L1.0 SCALE: NOT TO SCALE

SCALE: AS SHOWN
 PLAN BY: KP
 DESIGN BY: KP
 CHECK BY: RS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert A. Slijka III
 DATE: 10/04/2023 LIC. NO.: 44337

TITLE SHEET

Veteran's Memorial
 City of North Branch

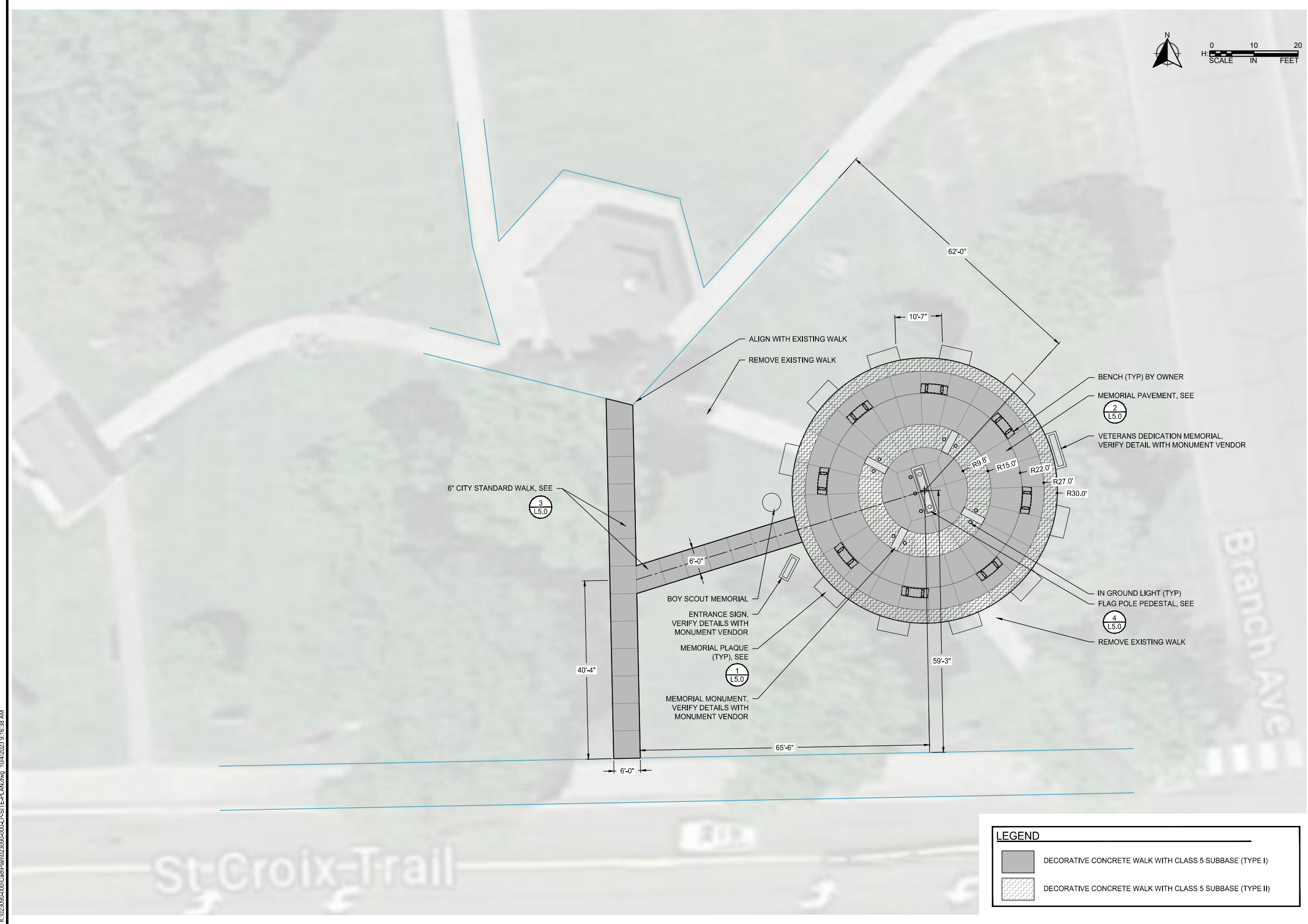
CLIENT PROJECT NO. XXXXXX
 WSB PROJECT NO. 023090-000
 SHEET

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REVISIONS	
NO.	DESCRIPTION

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Robert A. Slijka III
 DATE: 10/04/2023 LIC. NO.: 44337



LAYOUT PLAN

Veteran's Memorial
 City of North Branch

LEGEND	
	DECORATIVE CONCRETE WALK WITH CLASS 5 SUBBASE (TYPE I)
	DECORATIVE CONCRETE WALK WITH CLASS 5 SUBBASE (TYPE II)

CLIENT PROJECT NO.
 XXXXXX

WSB PROJECT NO.
 023090-000

SHEET

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REVISIONS

NO.	DATE	DESCRIPTION

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Robert A. Slijka III
 DATE: 10/04/2023 LIC. NO.: 44337

GRADING PLAN

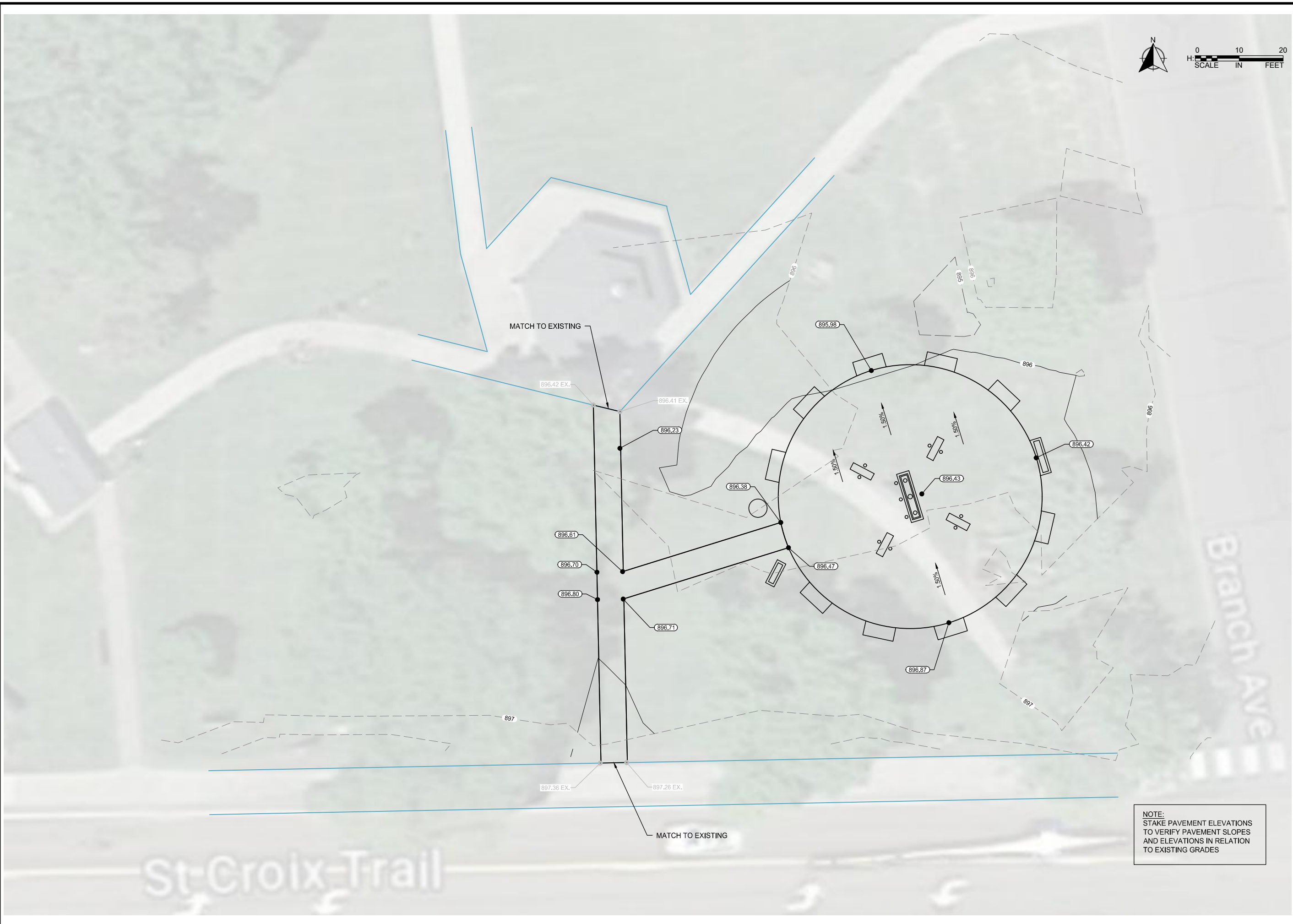
Veteran's Memorial
 City of North Branch

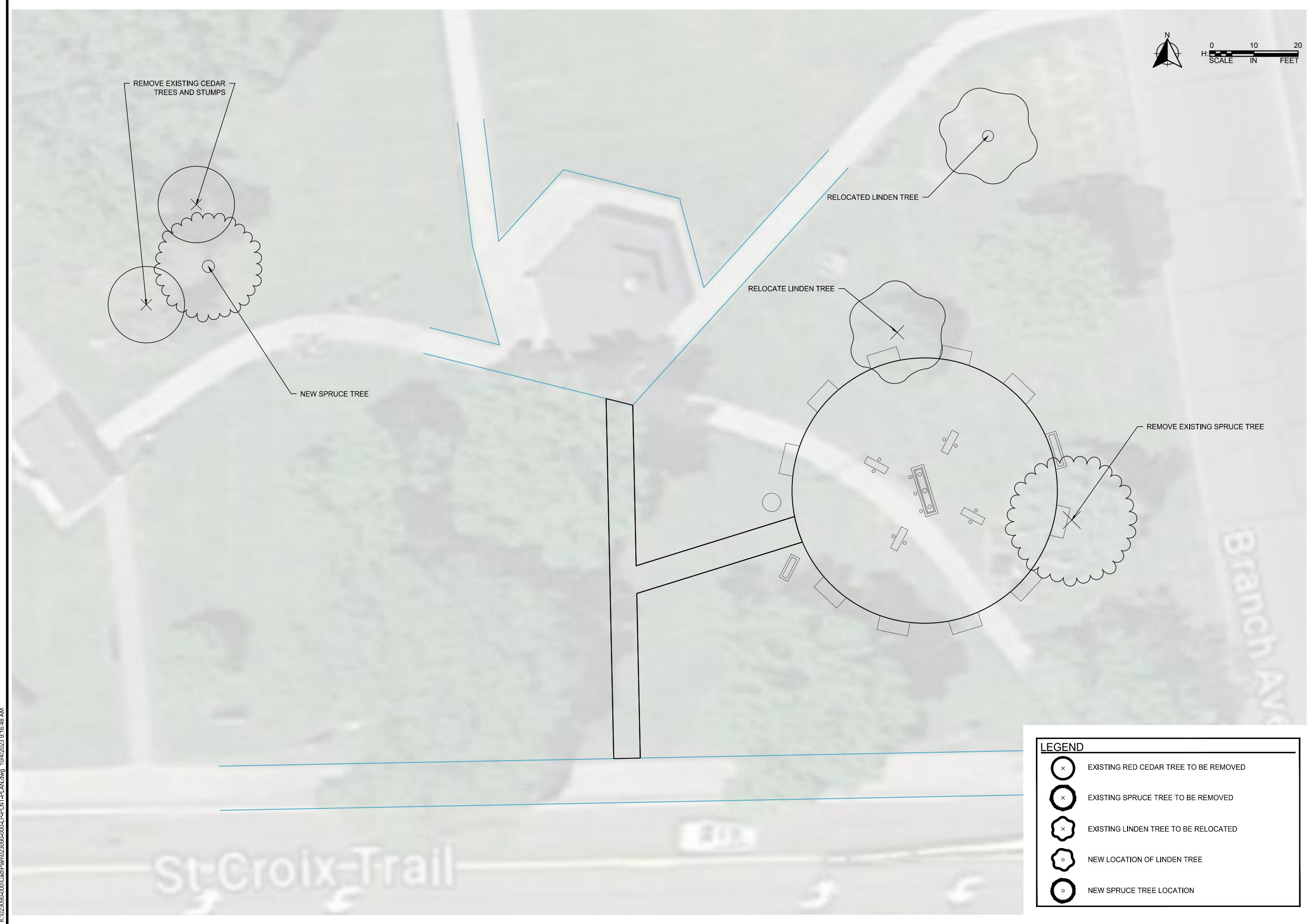
CLIENT PROJECT NO.
 XXXXXX

WSB PROJECT NO.
 023090-000

SHEET
 L3.0

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REVISIONS

NO.	DATE	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert A. Slijka III
 DATE: 10/04/2023 LIC. NO.: 44337

PLANTING PLAN

Veteran's Memorial
 City of North Branch

LEGEND

	EXISTING RED CEDAR TREE TO BE REMOVED
	EXISTING SPRUCE TREE TO BE REMOVED
	EXISTING LINDEN TREE TO BE RELOCATED
	NEW LOCATION OF LINDEN TREE
	NEW SPRUCE TREE LOCATION

CLIENT PROJECT NO.
 XXXXXX

WSB PROJECT NO.
 023090-000

SHEET

REVISIONS	
NO.	DESCRIPTION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Robert A. Slijka III
 DATE: 10/04/2023 LIC. NO.: 44337

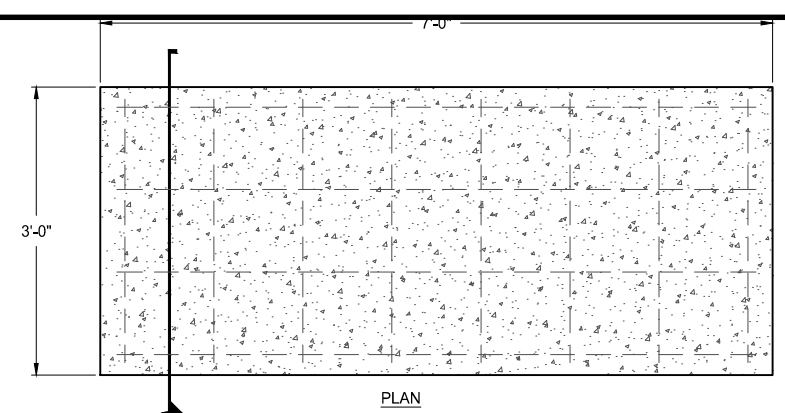
DETAILS

Veteran's Memorial
 City of North Branch

CLIENT PROJECT NO. XXXXXX

WSB PROJECT NO. 023090-000

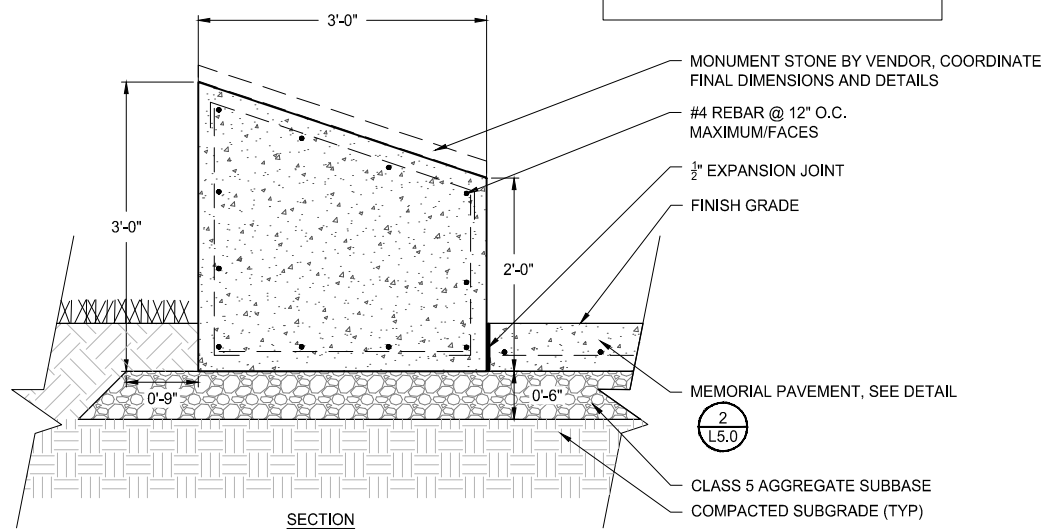
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PLAN

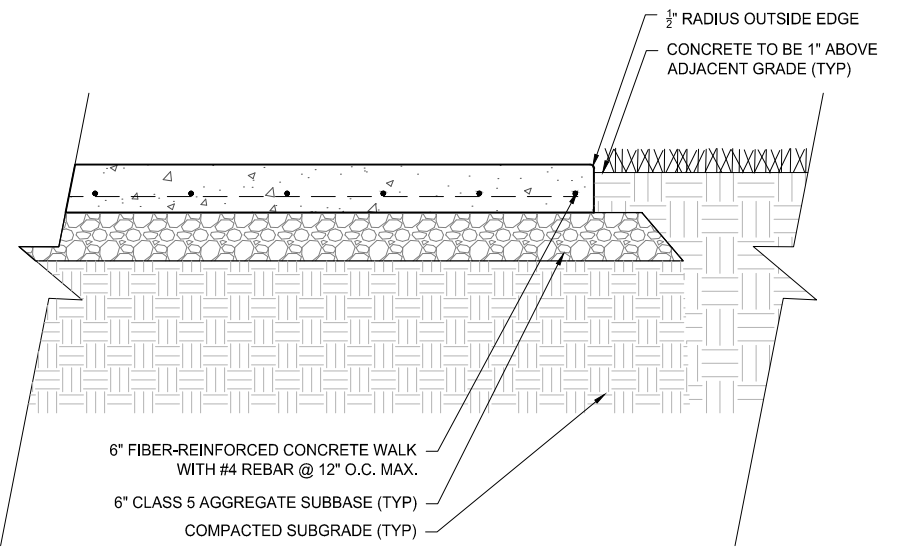
1
L5.0

NOTE:
 VERIFY COLOR AND FINISH WITH OWNER



SECTION

2
L5.0

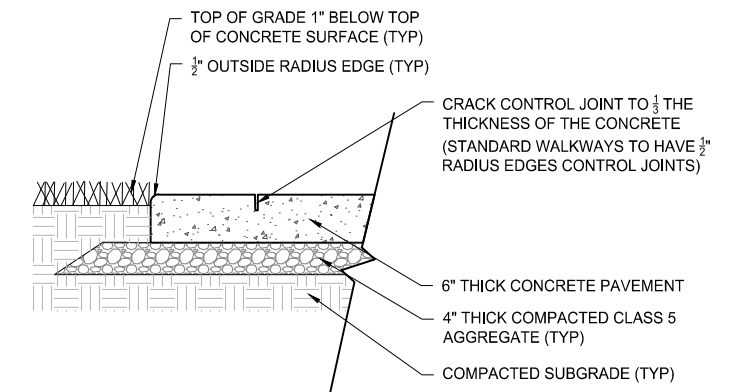


6" FIBER-REINFORCED CONCRETE WALK WITH #4 REBAR @ 12" O.C. MAX.
 6" CLASS 5 AGGREGATE SUBBASE (TYP)
 COMPACTED SUBGRADE (TYP)

NOTE:
 VERIFY COLOR AND FINISH WITH OWNER

2
L5.0

MEMORIAL PAVEMENT



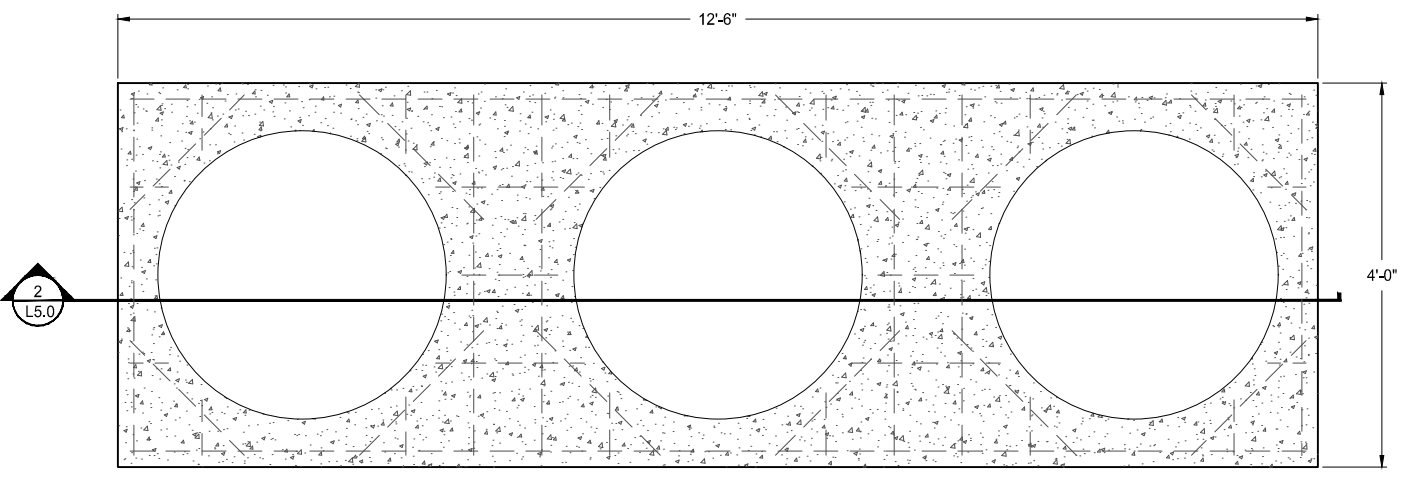
TOP OF GRADE 1" BELOW TOP OF CONCRETE SURFACE (TYP)
 1/2" OUTSIDE RADIUS EDGE (TYP)

CRACK CONTROL JOINT TO 1/3 THE THICKNESS OF THE CONCRETE (STANDARD WALKWAYS TO HAVE 1/2" RADIUS EDGES CONTROL JOINTS)

6" THICK CONCRETE PAVEMENT
 4" THICK COMPACTED CLASS 5 AGGREGATE (TYP)
 COMPACTED SUBGRADE (TYP)

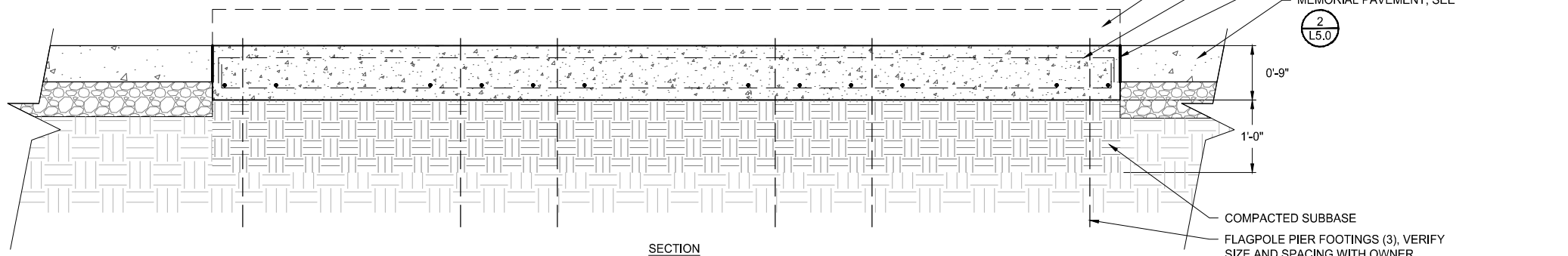
3
L5.0

TYPICAL 6" CONCRETE SIDEWALK



2
L5.0

NOTE:
 VERIFY COLOR AND FINISH WITH OWNER



SECTION

2
L5.0

COMPACTED SUBBASE
 FLAGPOLE PIER FOOTINGS (3), VERIFY SIZE AND SPACING WITH OWNER

4
L5.0

BASE SUPPORT FOR FLAGPOLES

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