

# Agenda and Notes: Central Mississippi River Regional Planning Partnership

July 23, 2020 ♦ 7:30 a.m. ([Partnership and Staff Roster](#))

Under COVID-19 guidelines, meeting will be held at Sherburne County Government Center - County Maple Room, 13880  
Business Center Drive, Elk River 55330

Join the meeting from computer click [Here](#) Join by phone: +1-510-338-9438 Meeting number (access code): **628 100 271**  
Meeting password: **cGP5VVGp**

Topic	Action	Lead
<b>Routine Business</b>		
<p><b>1. Introduction</b></p> <ul style="list-style-type: none"> <li>a. Welcome and call to order</li> <li>b. Introductions/roll call for both in-person and online (sign-in sheet as relevant)</li> <li>c. Link: Meeting <a href="#">Presentation</a></li> </ul> <p><b>2. Revise/approve agenda</b> Dolan moved to approve the agenda, seconded by Heikkinen. The motion carried unanimously.</p> <p><b><u>Members Present:</u></b>  <b>Becker Township:</b> None present  <b>Big Lake Township:</b> Dean Brenteson  <b>City of Becker:</b> Tracy Bertram (remotely), Jacob Sander  <b>City of Big Lake:</b> Seth Hansen (remotely)  <b>City of Monticello:</b> Jeff O’Neill (remotely)  <b>Monticello Township:</b> Shannon Bye (remotely)  <b>Sherburne County:</b> Tim Dolan, Marc Schneider, Dan Weber  <b>Silver Creek Township:</b> Barry Heikkinen  <b>Wright County:</b> Barry Rhineberger (remotely), Deb Schreiner (remotely), Darek Vetsch</p> <p><b><u>Others Present (Remotely)</u></b>            Anne Carroll, Partnership Process Consultant            Jamie Greene, Planning NEXT            Kyle May, Planning NEXT            Claudia Dumont, MnDOT            Jolene Foss, Wright County Economic Development Partnership</p>	Changes, Approve	Chair
<p><b>3. Previous meeting <a href="#">Notes</a> June 25, 2020</b> Heikkinen moved, seconded by Dolan, to approve the 6-25-20 CMRP meeting notes. The motion carried unanimously.</p>	Changes, Approve	Chair
<b>Action Items, Issues</b>		
<p><b>4. Budget <a href="#">Decision Memo</a></b></p> <ul style="list-style-type: none"> <li>a. Proposed <a href="#">2020 mid-year budget revision</a></li> </ul> <p>Dolan referred to the <a href="#">Decision Memo</a>. He said the proposed 2020 mid-year budget revision is the result of changes in process and content due to the COVID-19 pandemic, as well as changes to planned activities and expenditures through the</p>	Review/revise Approve	Treasurer

<p>end of the 2020 calendar/fiscal year. Revenue from one potential new member was removed.</p> <p><b>Heikkinen moved to approve the 2020 mid-year budget revision, seconded by Bertram. The motion carried unanimously.</b></p> <p>b. Proposed <u>2021 budget</u>  Carroll highlighted key issues under Budget Assumptions listed in the Decision Memo. Dolan directed attention to the second bullet point that states “Work to support the Partnership’s core functions and projects should be funded by member fees whenever possible.” Dolan said any specific projects or one-time costs are paid out of that fund. Additional outside funding sources will be sought as available. Potential new partners will be approached, but no revenue from this source will be budgeted in 2021. New partners pay the annual fee when they join, with no proration.</p> <p>Carroll said all estimated consulting expenses for 2021 are bundled and will be allocated as needed. Dolan said the 2021 budget is comparable to 2020. There are no major changes. Carroll said decisions were made based on the continuity of revenue from existing Partners.</p> <p><b>Brenteson moved to approve the 2021 budget, seconded by Heikkinen. The motion carried unanimously.</b></p> <p>c. Resolution to continue the Partnership’s commitment to formally review its budget several times each year to make necessary refinements or revisions.</p> <p><b>Dolan moved to continue the Partnership’s commitment to formally review its budget several times each year to make necessary revisions as stated in the November 2019 Resolution. Bertram seconded, and the Resolution passed unanimously.</b></p>		
<b>Discussion or Information Items</b>		
<p><b>5. Update: Framework 2030 Round Engagement</b></p> <p>a. Highlight <u>Round 1 Engagement Results</u>  Kyle May from Planning NEXT presented initial themes from the Round 1 engagement results analysis.</p> <p>b. Round 2 engagement <u>preview and planning</u>  Carroll discussed the transition to Round 2 Engagement. In the beginning, Partners established core values, engagement objectives, and identified key stakeholders. May is using Round 1 contributions and analysis to draft key concepts and actions that will come back to the Partnership for review. In September during Round 2, Partners will get stakeholder feedback. Engagement events will continue to be online, and will run parallel with on-site activities as they occur. On-site activities will be created to piggyback onto existing meetings set by Partners. Details are to be determined by Partners and their Liaison Team contact..</p>	<p>Information</p>	<p>Kyle May and Anne Carroll</p>

<p>Engagement activities will likely be 60-90 minutes long. The materials will be consistent so that each Partner will know what to do when presenting to their jurisdiction. The Liaison Team member and Partner representative will be at the event to answer questions of stakeholders. The goal is to provide a welcoming space that encourages stakeholder engagement. Carroll hopes that Partners from outside the jurisdiction will attend these engagement events as well.</p> <p>As analysis of Round 1 results finishes, Carroll said the goal will be to determine whether any identified stakeholder groups were not reached. For example, young people were not reached as planned since the schools closed due to COVID-19. A special outreach to youth will be planned this fall. As other groups are identified, they will be engaged as well.</p> <p>Vetsch suggested that Partners think of upcoming town and township meetings between now and the 8-27-20 Partnership meeting that would be opportunities for engagement activities in September and October.</p> <p>Last Tuesday, Silver Creek Township approved the Resolution of Understanding and held a discussion with Township citizens, with indications of interest in future engagement. Vetsch suggested that three Partnership Members attend these upcoming engagement events, and not just staff.</p> <p>Schneider said some nonprofits and businesses have asked how to be engaged. He encouraged members to look outside of the typical city council or town board meetings for other opportunities to engage citizens and hold sessions with them as well. Carroll added that Partners can join events scheduled by other organizations and use those channels to encourage online participation.</p>		
<p><b>6. Factbook Briefing (35 minutes)</b></p> <ul style="list-style-type: none"> <li>a. Factbook Briefing Volume 6 <a href="#">Land Use and Growth Analysis</a></li> <li>b. Key findings infographic</li> <li>c. Packaging and sharing Factbook and technical analysis information</li> </ul> <ul style="list-style-type: none"> <li>● Q&amp;A to call on everyone who is virtual or in person</li> </ul> <p>May presented <a href="#">Factbook Briefing Volume 6, Land Use and Growth Analysis</a>.</p>	Information	Planning Next: Kyle May
<p><b>7. Brief update from MnDOT (Claudia Dumont)</b> on the process for the Partnership to learn more about river crossing issues going forward.</p> <p>Dumont said she will assist with putting together a workshop later this fall with the appropriate people from the Federal Highway Administration and MnDOT State Aid Office representatives. She will contact Vetsch later this summer with specifics. Vetsch will work with Carroll and Schneider regarding setting a time in November. This meeting will help Partners answer questions from constituents.</p>	Information	Chair, Claudia Dumont, MnDOT
<p><b>8. Future agenda items</b></p> <p>Carroll clarified that the 8-27-20 Partnership meeting agenda will include major themes from Round 1 that are shaping the initial ideas that will come from Planning NEXT. Then, with direction from the Partnership, Round 2 will be launched.</p>		Chair

<p>Vetsch suggested that the August meeting set two to four in-person engagement meetings. He invited ideas from all the partners for discussion. Carroll and Schneider will work with Liaison Team and Planning NEXT on generic engagement materials that can be used by all members.</p>		
<p><b>9. Meeting adjourned at 9:00 A.M.</b></p>		