



## Partnership Business Meeting

September 30, 2021 at 7:30 a.m.

- [www.RegionalPlanningPartnership.org](http://www.RegionalPlanningPartnership.org)
- [RegionalPlanningPartnership@gmail.com](mailto:RegionalPlanningPartnership@gmail.com)
- [Partnership and Staff Roster](#)

- In-person meeting will be held at Sherburne County Government Center - County Board Room, 13880 Business Center Drive, Elk River 55330
- Join the meeting from a computer click [here](#); join by phone: **+1-510-338-9438**, meeting number (access code): **2551 910 5869**, meeting password: wJ5WWGw8ay2 (95599498 from phones)

TOPIC	ACTION	LEAD																											
<b>Routine Business</b>																													
<p>1. <b>Welcome and call to order</b> (Link: <a href="#">Presentation</a>)</p> <p>2. <b>Introductions/roll call</b> for both in-person and online (sign-in sheet as relevant)</p> <p style="margin-left: 20px;">a. <u>Members Present (in person or remotely):</u></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><b>Becker, City</b></td> <td style="width: 35%;"><input checked="" type="checkbox"/> Tracy Bertram (P) <input checked="" type="checkbox"/> Rick Hendrickson (A)</td> <td style="width: 35%;"><input checked="" type="checkbox"/> Greg Pruzinske (Admin) <input checked="" type="checkbox"/> Jacob Sanders (LT)</td> </tr> <tr> <td><b>Becker Township</b></td> <td><input checked="" type="checkbox"/> Brian Kolbinger (P)</td> <td><input type="checkbox"/> Brad Wilkening (A)</td> </tr> <tr> <td><b>Big Lake, City</b></td> <td><input type="checkbox"/> Paul Seefeld (P) <input checked="" type="checkbox"/> Kim Noding (A)</td> <td><input checked="" type="checkbox"/> Clay Wilfahrt (Admin) <input type="checkbox"/> Lucinda Meyers (LT)</td> </tr> <tr> <td><b>Big Lake Township</b></td> <td><input type="checkbox"/> Dean Brenteson (P)</td> <td><input type="checkbox"/> Larry Alfords (A)</td> </tr> <tr> <td><b>Monticello, City</b></td> <td><input type="checkbox"/> Lloyd Hilgart (P) <input type="checkbox"/> Charlotte Gabler (A)</td> <td><input type="checkbox"/> Rachel Leonard (Admin) <input type="checkbox"/> Angela Schumann (LT)</td> </tr> <tr> <td><b>Monticello Township</b></td> <td><input checked="" type="checkbox"/> Bob Idziorek (P)</td> <td><input type="checkbox"/> Shannon Bye (A)</td> </tr> <tr> <td><b>Sherburne County</b></td> <td><input type="checkbox"/> Tim Dolan (P) <input checked="" type="checkbox"/> Raeanne Danielowski (A)</td> <td><input checked="" type="checkbox"/> Dan Weber (Admin) <input checked="" type="checkbox"/> Marc Schneider (LT)</td> </tr> <tr> <td><b>Silver Creek Township</b></td> <td><input checked="" type="checkbox"/> Barry Heikkinen (P)</td> <td><input type="checkbox"/> Chris Klein (A)</td> </tr> <tr> <td><b>Wright County</b></td> <td><input checked="" type="checkbox"/> Darek Vetsch (P) <input type="checkbox"/> Mark Daleiden (A)</td> <td><input checked="" type="checkbox"/> Lee Kelly (Admin) <input type="checkbox"/> Barry Rhineberger (LT)</td> </tr> </table> <p style="margin-left: 20px;">b. <u>Others Present (in person or remotely)</u></p> <p style="margin-left: 40px;">i. <b>Consultants, staff:</b> Anne Carroll, Bill Kemp</p>	<b>Becker, City</b>	<input checked="" type="checkbox"/> Tracy Bertram (P) <input checked="" type="checkbox"/> Rick Hendrickson (A)	<input checked="" type="checkbox"/> Greg Pruzinske (Admin) <input checked="" type="checkbox"/> Jacob Sanders (LT)	<b>Becker Township</b>	<input checked="" type="checkbox"/> Brian Kolbinger (P)	<input type="checkbox"/> Brad Wilkening (A)	<b>Big Lake, City</b>	<input type="checkbox"/> Paul Seefeld (P) <input checked="" type="checkbox"/> Kim Noding (A)	<input checked="" type="checkbox"/> Clay Wilfahrt (Admin) <input type="checkbox"/> Lucinda Meyers (LT)	<b>Big Lake Township</b>	<input type="checkbox"/> Dean Brenteson (P)	<input type="checkbox"/> Larry Alfords (A)	<b>Monticello, City</b>	<input type="checkbox"/> Lloyd Hilgart (P) <input type="checkbox"/> Charlotte Gabler (A)	<input type="checkbox"/> Rachel Leonard (Admin) <input type="checkbox"/> Angela Schumann (LT)	<b>Monticello Township</b>	<input checked="" type="checkbox"/> Bob Idziorek (P)	<input type="checkbox"/> Shannon Bye (A)	<b>Sherburne County</b>	<input type="checkbox"/> Tim Dolan (P) <input checked="" type="checkbox"/> Raeanne Danielowski (A)	<input checked="" type="checkbox"/> Dan Weber (Admin) <input checked="" type="checkbox"/> Marc Schneider (LT)	<b>Silver Creek Township</b>	<input checked="" type="checkbox"/> Barry Heikkinen (P)	<input type="checkbox"/> Chris Klein (A)	<b>Wright County</b>	<input checked="" type="checkbox"/> Darek Vetsch (P) <input type="checkbox"/> Mark Daleiden (A)	<input checked="" type="checkbox"/> Lee Kelly (Admin) <input type="checkbox"/> Barry Rhineberger (LT)		Chair
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<p>3. <b>Agenda: Revise/approve</b> <i>Notes: Motion by Heikkinen, second by Idziorek. Approved.</i></p>	Changes, Approve																												
<p>4. <b>Previous meeting notes, <a href="#">July 22, 2021</a></b> <i>Notes: Motion by Bertram, second by Danielowski. Approved.</i></p>	Changes, Approve	Chair																											
<p>5. <b><a href="#">Treasurer's Report</a></b> <i>Notes: Project manager Bill Kemp's salary is now being paid, with funds included in the approved budget.</i></p>	Questions, Receive	Treasurer																											
<b>Action Items</b>																													
<p>6. <b>Framework 2030</b></p> <p style="margin-left: 20px;">a. Reformatted Plan in Word, portrait orientation for ease of use, access; minor content edits to strategies and action items now and ongoing (<a href="#">PDF</a>)</p>	Direction and feedback on progress, dashboard	Bill Kemp																											

- b. Website being updated and populated ([home](#), [Framework 2030, strategy-action page example](#))
- c. New monthly: [September Strategy-Action Update](#) (Bill Kemp)
  - i. Action update on items scheduled for the current and next quarter
  - ii. Discussion
  - iii. Action requested: Feedback on progress, dashboard

*Notes: Kemp has worked primarily on the first nine Framework 2030 action items that are due over the next 1-2 quarters. See [Update](#) for progress details; notes below include discussion or direction content only.*

- Action L2-A: Present an annual report and presentation on housing trends and development: Kemp asked members to share residential real estate agents' contact information for him to use as resources.
- Action L3-A: Host a regional placemaking committee & L3-B: Launch a placemaking micro-grant programs: Asked for suggestions of individuals to serve on the committee. Partners suggested contacting Becker, Big Lake and Monticello Chamber Directors, and school district leads. Each entity was asked to provide contact information to Kemp. Danielowski volunteered to be the Partnership liaison to this Committee and Partners agreed. Information on recruiting, the charge, process, and budget will be developed and presented at the October meeting.
- Action E1-A: Facilitate expansion of high-speed internet access across the region: Partnership may be able to play a role in making the information available in one place.
- Action E4-A: Establish and update regional indicators dashboard & E4-B: Establish and monitor progress criteria for all Framework actions: Kemp noted opportunity to tap expert resources on metrics include faculty at St. Cloud State University who have been doing similar work for many years; Partnership suggestion to also contact the Area Planning Organization (APO) to see what metrics they use.
- Action E4-B: Establish and monitor progress criteria for all Framework actions: NA
- Action I1-A: Integrate branding with placemaking initiatives: NA
- Action I2-A: Continue conversations with MnDOT and the counties regarding special projects: Discussion on ways to introduce the Partnership and share information on current projects with regional legislators. One option is to send a letter now; group agreed on the importance of involving them when it's most relevant, and that various jurisdictions were already updating them periodically. Consensus was to invite them to the Annual State of the Region in January 2022 (Agenda item 11a).
- Action I3-C: Pursue a regional lobbying effort, "Our fair share": Some Partners stressed the importance of maintaining efforts around bridge crossing (see additional notes under agenda item 11). To keep informed about what Partner jurisdictions are doing, the group agreed to return to the practice of each providing periodic updates, starting with Big Lake in October. Group agreed that jurisdictions will add the Partnership's email address to their distribution list for public notices, and that Kemp will sort through those and share high-level/relevant information with the Partnership. These notices would be for information only unless the Partner requests input or support. This detail will be added under Interconnections Strategy I3: Share talent, time, and information.

<p><b>7. CMRP meeting date changes for November and December 2021</b></p>	<p>Discuss, approve</p>	<p>Chair</p>
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<ul style="list-style-type: none"> <li>a. Both the November 26 and December 23 dates conflict with public holidays so need to be changed and updated on the website and other communications</li> <li>b. Options include moving both dates or combining these into one meeting in early-mid December -- or another alternative</li> <li>c. Action requested: Decide on new CMRP meeting dates</li> </ul> <p><i>Action: The November and December meetings will be cancelled. An extended meeting will be held on December 2, 2021 from 7:30-9:30 a.m. Motion by Bertram, second by Heikkinen. Approved.</i></p>		
<b>Discussion or Information Items</b>		
<p><b>8. Framework 2030. Communications efforts</b></p> <ul style="list-style-type: none"> <li>a. Updates from Partners on efforts to promote Framework 2030</li> <li>b. Communication Links: <ul style="list-style-type: none"> <li>i. <a href="#">Master Deck</a></li> <li>ii. <a href="#">Talking Points</a></li> </ul> </li> <li>c. Discussion: support or resources needed for others</li> </ul> <p><i>Notes: Wright County &amp; Sherburne County will share with other Partner jurisdictions the tailored slide decks they prepared for their presentations. Partners encouraged to ask other members for assistance if needed when presenting to their jurisdictions.</i></p>	Information, discussion	Marc Schneider
<p><b>9. CMRP. Branding:</b></p> <ul style="list-style-type: none"> <li>a. As shown earlier, new designs and styles being applied to website and some meeting and FW 2030 docs</li> <li>b. Working with graphic designer to finish all templates</li> <li>c. Over time, new graphics will be applied to new docs and to governing and other ongoing docs</li> <li>d. CMRP will refine graphics over time to meet evolving needs</li> </ul>	Information	Anne Carroll
<p><b>10. CMRP. Compliance, Conflict of Interest required forms</b></p> <ul style="list-style-type: none"> <li>a. CMRP requires conflict of interest forms to be signed each year (reference: <a href="#">Bylaws, conflict of interest policy and form</a>)</li> <li>b. As of 9/29/21, all current Partners and Alternates have submitted signed forms</li> <li>c. New signed conflict of interest and code of conduct forms will be required in January 2022</li> </ul>	Information	Barry Heikkinen
<p><b>11. Other business/future agenda items:</b></p> <ul style="list-style-type: none"> <li>a. Idea to consider: Advance action I3-A Annual State of the Region, to January 2022 concurrent with CMRP's meeting. ExComm to bring forward any proposal to the Partnership's October meeting.</li> <li>b. Revised code of conduct: ExComm to bring proposed revision to Partnership's October meeting; approved form to be implemented Jan 2022.</li> <li>c. Partnership work, process, structure: Framework 2030 Plan has been put into motion; how can the Partnership best support that? What changes are needed going forward? ExComm to bring this forward as a discussion topic later this fall.</li> </ul>	Information, discussion as needed	

<p>Notes:</p> <ul style="list-style-type: none"> <li>- Dan Weber shared information about the <a href="#">Build Back Better Regional Challenge</a> through the federal EDA. Applications are due October 19th and the Partnership would qualify as an applicant. Weber and Kemp will work with economic development staff in each jurisdiction, and will update the Partnership as soon as possible. Danielowski moved that the Partnership authorize this group to explore this grant opportunity, and if viable projects are identified, to return to the Partnership to authorize submission (via a virtual meeting or e-vote). Seconded by Heikkinen. Approved.</li> <li>- Action I2-A, Continue ongoing conversations with MnDOT and the counties regarding special projects: Hendrickson and Danielowski stressed the importance of further work on a bridge crossing. The group agreed to create a taskforce to develop and organize these efforts and frame future work for the Partnership. Danielowski and Hendrickson volunteered to lead this effort. Schneider offered to compile and email the relevant information from the 2020 MnDOT/FHWA and other sources to inform the taskforce's work. Heikkinen moved to create this taskforce. Second by Danielowski. Approved.</li> </ul>		
<p><b>12. Adjourned: Meeting adjourned at 9:04 a.m.</b></p>		