



Partnership Meeting

October 28, 2021 • 7:30-9:00 am

Sherburne County Government Center, County Board Room

[under COVID-19, meetings are either in-person or virtual; see [Agenda](#) for dial-in information]

Routine Business

1 Welcome

Welcome and call to order

2 Introduction

Introductions/roll call
[in-person and online]

3 Agenda

Routine Business

- 1) Welcome and call to order
- 2) Introductions/roll call
- 3) Agenda: Review, revise, approve
- 4) Previous meeting notes: Review, approve
- 5) Treasurer's report: Review, receive

 **Action Requested:** *Review, revise, approve*

Action Items

- 6) Framework 2030 Strategy-Action Update
- 7) Placemaking Committee request for approval
- 8) Action item date changes and general revisions
- 9) Code of Conduct, proposed revisions

Discussion or Information Items

- 10) CMRP Community update: City of Big Lake
- 11) Framework 2030 communications efforts
- 12) 2022 new members, officers
- 13) Other business/future agenda items
- 14) Adjourn

4 Previous Notes

September 30, 2021 meeting [Notes](#)



Action Requested: *Review, revise, approve*

5 Treasurer's Report

Report



Action Requested: *Review, revise, receive*

Action Items

6 Framework 2030 Updates

Monthly: Strategy-Action Update

- a. Action update for items scheduled in current and next quarter
- b. Discussion and feedback on progress and dashboard

 **Action Requested:** *Partnership direction on progress and feedback on dashboard*

Framework 2030 Dashboard: Land Use

Land Use Strategy L2. Promote life-cycle housing

Action L2-A: Present an annual report and presentation on housing trends and development

Action L2-B: Create a regional housing market dashboard

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Developing the metric/dashboard that will be used for the report; both will support the Annual State of the Region forum in early 2022 (I3-A). Working with planners and admins on how to gather, organize, and present this info in meaningful ways.

Issues: None

Land Use Strategy L3. Invest in placemaking

Action L3-A: Host a regional placemaking committee

Action L3-B: Launch a placemaking microgrant program

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Researched placemaking initiatives and microgrants and drafted process and content framework. Actively recruiting Committee members. Initial Committee members met to start on initial process and content and finalize request for CMRP approval for 2022 multiple cycles and budget.

Issues: Send Committee member ideas to Bill Kemp

Framework 2030 Dashboard: Economic Growth

Economic Growth Strategy E1. Expand on the quality and diversity of employment opportunities

Action E1-A: Facilitate expansion of high-speed internet access across the region

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Met with County coordinators and one provider; working on the best approach moving forward and what role the Partnership might play in regional coordination. [Presentation](#) by Diane Wells of DEED’s Broadband Office lists current maps and funding sources.

Issues: None

Economic Growth Strategy E4. Measure impacts of action locally and regionally

Action E4-A: Establish and update regional indicators dashboard

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Developing a survey for Partners to prioritize indicators. Greater MSP’s dashboard has some useful info and can break out data by county.

Issues: Local community data and Focused Planning Area (FPA) data will be harder to update because of availability of data.

Action E4-B: Establish and monitor progress criteria for all Framework actions

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Ongoing discussions with Partnership members and staff to determine best format

Issues: This will continue to evolve based on Partnership guidance and feedback

FrameWork 2030 Dashboard: Interconnections

Interconnections Strategy I1. Use clear regional identity to advance collaborative work

Action I1-A: Integrate branding with placemaking initiatives

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: The new branding is being used on the website; new documents, emails, memos, etc.; and for *ongoing* docs such as policies, bylaws, and the JPA.

Issues: None

Interconnections Strategy I2. Enhance regional connections

Action I2-A: Continue conversations with MnDOT and the counties regarding special projects

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Transportation Task Force was established at 9/28 CMRP meeting and held an organizational meeting to frame direction and scope. County and community planners, engineers, and other key staff will be actively involved.

Issues: None

Interconnections Strategy I3. Share talent, time, and information

Action I3-B: Hire staff or consultants to support actions

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Done (for now)

Issues: None

Action I3-C: Pursue a regional lobbying effort, "Our fair share"

	January-June	July-December
2021		
2022		
2023		
2024 +		

Activities: Group of Partner staff spoke with US EDA about funding under the America Rescue Plan Act and other sources; there are some potential funds for regionally significant and supportive projects.

Issues: None

7 Placemaking Committee

Placemaking Microgrant Cycle and Budget Request ([decision memo](#))

- a. Land use strategy L3 commits to investing in placemaking, supported by action items to host a placemaking committee that launches and leads a placemaking microgrant program
- b. Committee has kicked off the placemaking initiative and is detailing the microgrant process and timeline
- c. To proceed, the Committee needs approval of the following:
 - i. Multiple grant cycles in 2022 (e.g., quarterly) to build awareness, momentum, and support
 - ii. Maximum budget of \$25,000 to support 20+ grants and demonstrate commitment to regional placemaking
- d. Microgrant program launch is December/January; approved budget includes funds for new projects

 **Action Requested:** *Approve multiple grant cycles and up to \$25,000 for 2022*

8 Transportation Task Force

Update and Request to Authorize Staff Team ([decision memo](#))

- a. Task force met on 10/26/21 and developed a description and charge linked to Framework 2030 strategies and actions, a working set of regionally oriented tasks, and a clear set of responsibilities and next steps
- b. With leadership and direction from CMRP through the Task Force, these critical tasks will be advanced by a staff team of planners, engineers, and other professionals from across the region

 **Action Requested:** *Authorize staff team to advance the working set of tasks*

9 Changes to Action Items

Date Shifts, General Edits ([decision memo](#))

- a. **Specific change:** Move the Annual State of the Region forum (Action item I3-A) to the first quarter of each year rather than the end, starting in 2022; this supports CMRP's commitment to actively supporting regional collaboration
- b. **Specific change:** Align timing of the annual regional housing report/presentation and housing market dashboard (Action items L2-A and L2-B) so both begin this fall and are ready for the Annual State of the Region Forum; work on these has already begun
- c. **General change:** Authorize staff to adjust action item language and organization as needed to more accurately reflect the work being done and improve communications



Action Requested: *Approve specific and general changes to action items*

10 CMRP Code of Conduct

Proposed Revisions ([decision memo](#))

- a. The Partnership suspended the requirement for annual signatures in 2021 due to concerns from some members
- b. The Code of Conduct has been revised to eliminate language of concern
- c. Additional changes included applying the new branding and cleaning up some terms
- d. Once approved, this would be reinstated as an annual requirement for all Partners and Alternates beginning in 2022

 **Action Requested:** *Approve revisions to the Code of Conduct and reinstate annual requirement beginning in 2022*

Discussion, Information Items

11

Community Update: City of Big Lake

Clay Wilfahrt, City Administrator

Big Lake: Housing

2021 has been a very active year for housing development

Projects being constructed:

- **Station Street Apartments phases 2 & 3:** 70 market-rate rental units; developer Kuepers
- **Sandhill Villas (HOA):** 12 single-family homes; developer Jesse Hartung
- **Wrights Crossing 3rd addition:** 31 single-family townhomes; developer/builder JP Brooks
- **Norland Park Final Plat 7:** 18 single-family homes; developer/builder Progressive Builders



Big Lake: Housing, continued

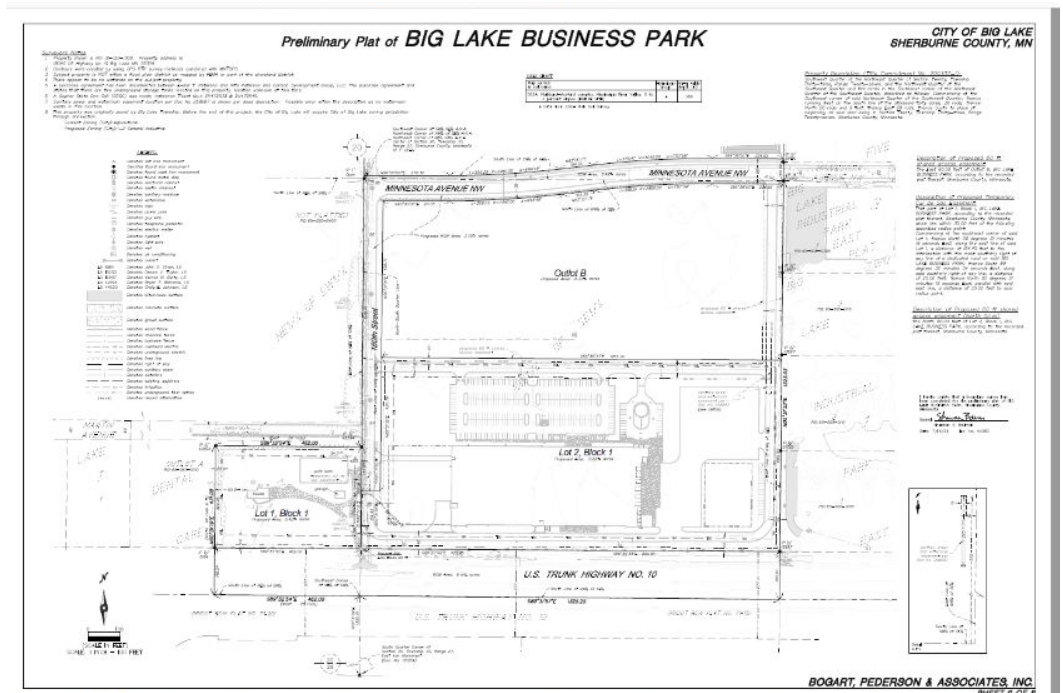
Projects working through City approval process:

- **Marketplace Crossings Phase I, waiting on final applications:** 60 market-rate and affordable rental units; developer CommonBond
- **Parkwood Knolls, concept plan review:** 256 single-family homes, townhomes; owner Off & On, developer Homestead Partners; builder JMS Custom Homes
- **Prairie Meadows 3rd Addition, concept plan:** 77 single-family townhomes; developer Landform Professional Services
- **Marketplace Drive, concept plan:** 139 detached townhomes; developer Capstone Homes



Big Lake: Industrial Development

- **Arrow Components:** Constructing a 30,000 sq ft manufacturing facility in the City/Township-owned industrial park
- **Premier Marine:** Constructing a 151,710 sq ft manufacturing facility that will immediately bring in approximately 200 jobs



Big Lake: Commercial Development

- **Nystrom and Associates:** Constructed a 30-unit in-patient substance abuse treatment facility in the City's TOD district
- **Liberty Savings Bank:** Constructed a 2,813 square foot bank
- **Great River Federal Credit:** Constructed a 2,120 square foot bank
- **Big Lake Car Condos:** Finalizing phase two of their six-phase 42-unit luxury car condo facility





Big Lake: Infrastructure and Other Efforts

Infrastructure

- **Streets:** Constructing \$3 million in street projects in 2021 and \$5 million in 2022
- **Wastewater Treatment Facility:** Beginning engineering for a \$15-20 million upgrade

Other efforts

- **Code Revision:** Completing a comprehensive revision to the Zoning Code in 2021-2022
- **Branding Update:** Updated the City's brand in 2021; [Big Lake Lifestyle Video](#)

Questions?

12 Framework 2030 Communications

Updates from Partners on Framework 2030 promotion

1. Communication Links:
 - [Master Deck](#) (238 slides)
 - [Talking Points](#)
2. Discussion: Support or resources needed for others

13 2022 New Members, Officers, Leads

Preliminary Discussion

- There will likely be some new Partners/Alternates in 2022; all will receive an orientation with an updated [CMRP Overview-History](#)
- Officer elections are held at the January meeting each year: Chair, vice-chair, secretary, treasurer
- Bylaws prohibit an individual from serving more than 3 consecutive terms in the same office
 - Darek Vetsch terms out as chair at the end of this year; he was elected chair in February 2019 of the then-Coalition, and continued in that role as it evolved into CMRP in July of that year and to the present
- No other officers term out of the positions they currently hold, but not all may wish to serve again or serve in the same roles, *and* others may wish to serve as officers
- Further, additional members will take on committee and task force leadership positions in 2022
- ***Thoughts or comments on 2022 officer and other leadership positions?***

14 Other Business, Future Agenda Items

1. **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.

15 Adjourn



Thank You