

CITY OF NISSWA COMPREHENSIVE PLAN UPDATE

STEERING COMMITTEE MEETING #1 SUMMARY



Date: Tuesday, December 6th, 2016

Location: Nisswa City Hall

Meeting Chair(s): Ashley Kaisershot and Dawn Espe

Summary by: A. Kaisershot

In Attendance: Dawn Espe, R5DC, Ashley Kaisershot, Brent Jones, Nisswa Planning and Zoning Administrator. Steering Committee Members: Larry Petron, Mike Sedivy, Brent Wiczek, Cari LaRose, Shawn Hansen, Lisa Woog, Bob Fier, Reed Larson, Woody Haecker, Planning Commission.

Copies: To all steering committee members

1. Introduction and Presentation

Meeting facilitators, Ashley Kaisershot of NJPA and Dawn Espe of R5DC, started the meeting at 7:00 p.m. in Nisswa City Hall. Steering Committee (SC) members, those in attendance, and meeting facilitators introduced themselves. SC members stated how long they have lived in the City of Nisswa and were asked to answer the question, "What Makes Nisswa a Top 10 Community." Their responses were compiled in the list below:

- Accessibility
- Everyone knows Nisswa and has great things to say about it
- Lakes, Lakes, and accessibility
- Small town up north
- Community events that are available and offered
- Year round outdoor activities
- Unique aesthetic environment
- Perfect blend of lakes, amenities (trails) and open space
- Old town culture with modern amenities
- Small town but lots of opportunities for growth. Great restaurants and downtown. Good start up location
- Small town but a big city

Project managers informed the SC about the purpose of a comprehensive plan. Brent Jones, Nisswa Planning and Zoning Administrator, gave an overview on why the City decided to update the plan. There had been numerous inquiries and it was determined that it should be re-evaluated.

2. Meeting facilitators discussed the comprehensive plan process, scope of work and timeline.

Project schedule was approved by the team and additional discussion occurred around the amount of content that will need to be created. The project team explained that demographic, and plan element language will be developed by project managers for the SC to review, and goal, policy and implementation language will be developed together at upcoming SC meetings.

Table of Contents was discussed and determined that the outline will be determined at a later date after public input is received. Discussion occurred around the stakeholders who will use this document.

3. Steering Committee roles and responsibilities were discussed in detail. Project managers discussed the importance of SC participation, and the importance of input and involvement. No SC member discussion occurred regarding the responsibilities.

4. Future meeting dates will occur the first Tuesday of the month at 7:00 – 8:30 p.m.

5. Plan elements were discussed and project managers emphasized that plan topics could shift and evolve, or even be omitted after we receive feedback from the public.

6. D. Espe discussed the Community Engagement Plan (CEP) and its components. Dawn gave an overview of the CEP and the progress that has been made thus far. She asked the group to review the document and identify groups that haven't been recognized as of yet, or doesn't usually get heard. Dawn gave an overview of our outreach efforts. Discussed our press releases on an overview of other platforms we will utilize.

7. An overview of WealthWorks was given to the group and an exercise was completed. Natural resources and built assets (trail networks, housing, land use) will be discussed at the next meeting. Spider diagram exercise was mapped and discussion occurred on the similarities, differences, and perception of the assets that each member had.

8. Smart growth principles and green infrastructure topics were presented to the group. This was an informational session and no action was needed. Follow up case studies will be distributed to the SC.

NEXT STEPS

Project managers will summarize the meeting, e-mail it to the SC, and follow up with those who were unable to attend. Meeting content will be posted to the project's website. The Visioning Session will occur January 10th from 7:00 – 8:30 at the Nisswa Community Center. A flyer was distributed and project staff requested that the SC help with outreach efforts. One SC member will attend the WJJY interview on January 5th to discuss the project. Further discussion occurred on what the visioning session will look like. Project team will develop an outline that is interactive and have stations for discussion.

UPCOMING MEETING DATES:

Next SC meeting is scheduled for January 5th at 7:00 – 8:30.

Visioning Session, January 10th at 7:00 – 8:30 at Nisswa Community Center.

Our project staff believes that this document accurately reflects the business that occurred during the meeting. If any member believes there are inconsistencies, errors, or omissions in the minutes, they should notify Ashley Kaisershot at Ashley.kaisershot@njpacoop.org. If feedback isn't received within seven (7) days, the meeting minutes will be considered approved.