

Chair:

Dan Erickson

Commission Members:

David Radziej

Rob Williams

Sheila Bennett Kilander

Brendan O'Meara

Vacant

Vacant

Vacant

Vacant

Council Liaison:

Steve Scott



**Arden Hills
Economic Development
Commission
October 2, 2019
8:00 am to 9:00 am**

1245 W. Highway 96
Arden Hills, MN 55112
651-792-7800
www.cityofardenhills.org

City Vision

Arden Hills is a strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

Agenda

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. MINUTES

A. May 1, 2019

B. August 7, 2019

4. PLANNING UPDATE

A. Business & Development Update

5. UNFINISHED AND NEW BUSINESS

A. 2018 Work Plan Discussion

B. Business Council Discussion – Staff will provide a verbal update and lead discussion

6. UPDATES

A. Commission Members

B. Council Liaison

C. Staff Comments

6. ADJOURNMENT



**CITY OF ARDEN HILLS, MINNESOTA
ECONOMIC DEVELOPMENT COMMISSION
MAY 1, 2019 8:00 AM
CITY HALL -- 1245 WEST HIGHWAY 96**

CALL TO ORDER/ROLL CALL

City Planner Mike Mrosla called the meeting to order at 8:09 a.m.

Present: Commissioners David Radziej and Sheila Bennett Kilander, Council Liaison Steve Scott.

Absent: Chair Dan Erickson, Commissioners Rob Williams and Brendan O’Meara (excused)

Also Present: City Planner Mike Mrosla and Deputy Clerk Jolene Trauba

2. APPROVAL OF THE AGENDA

No quorum

3. MINUTES

A. February 6, 2019

No quorum

4. UNFINISHED AND NEW BUSINESS

A. State of the City

City Planner Mrosla said he would like the Committee to brainstorm ideas for the State of the City and those ideas would be brought to the City Council in June. Discussion was held around the following questions:

1. Should the event be held at a different location?
2. How can the city better market the event to residents and businesses?
3. Should the State of the City have informational booths? (i.e. City Departments, Chamber of Commerce, Ramsey County Recycling)
4. Should the presentation spotlight businesses that reinvested in 2018?
5. Should the presentation spotlight new or relocated businesses from 2018?
6. Should the State of the City be an opportunity for community engagement? (i.e. photo contest, landscaping awards etc.)
7. Are there presentation topics that the EDC would like to recommend to the City Council?
8. Does the EDC have any other recommendations regarding promotion or format that could help improve the success of the State of the City?

After discussion, the Committee felt the Tavern Grill location could be used again this year, but potentially change to a different venue with a local restaurant catering next year. A different opportunity that focused on the business community may be warranted. It was suggested that City Staff discuss items like snow plowing, rather than the Councilmembers. A Parks and Recreation booth would be good to have at the event. A short video about recycling and/or a slide show played on a loop before the meeting could show info on new businesses, awards etc. The committee liked the idea of a photo contest or landscaping awards because that could potentially bring more people to the event, as well as awards for businesses or residents that invest in the City. The Red Bull project would be a great topic. It was suggested to have one live meeting that is recorded and played on the website and social media, rather than two separate meetings.

5. UPDATES

A. Commission Members

None

B. Council Liaison

Council Liaison Scott noted there was nothing new regarding TCAAP as Ramsey County has pulled resources from the project. He attended the Twin Cities North Chamber of Commerce meeting in February. The City Council passed the Tobacco 21 ordinance in March, banning flavored tobacco. There has been pushback from some local businesses, he met with the owner of Arden Hills tobacco to discuss. Interviews were held for the Public Works Director/City Engineer position. Scoops for Troops, a fundraiser for gold star families, was held at the National Guard Readiness Center on April 28.

Council Liaison Scott said he attended a community meeting for Mounds View High School's proposed construction, the largest concern was the new parking lot across the street from the school. He said there will be new pedestrian crossing controls installed on Hamline Avenue in two locations. He also met with state legislators regarding the new distracted driving bill, and attended a conference regarding inclusionary zoning.

C. Staff Comments

City Planner Mrosła said the Mounds View High School project didn't get approval from the Rice Creek Watershed District, and plans were changed so the Planning Commission tabled the plan. The neighborhood meeting discussion centered around storm water plans and getting students across the street from the new parking lot and traffic flow. Improvements to the road are being proposed including flashing signs, motion activated and push button flashing signs, concrete median and a barrier.

City Planner Mrosła Boston Scientific is interested in building a volleyball court at Cummings Park due to the elimination of the court they had on their property that was made into additional parking. They are also adding additional parking along Lexington Avenue for the additional employees that will be relocated to Arden Hills.

Further discussion ensued regarding TCAAP.

6. ADJOURNMENT

The meeting adjourned at 9:28 a.m.



**CITY OF ARDEN HILLS, MINNESOTA
ECONOMIC DEVELOPMENT COMMISSION
AUGUST 7, 2019 8:00 AM
CITY HALL -- 1245 WEST HIGHWAY 96**

CALL TO ORDER/ROLL CALL

Community Development Manager/City Planner Mike Mrosla called the meeting to order at 8:09 a.m.

Present: Chair Dan Erickson, Commissioners David Radziej and Sheila Bennett Kilander, Council Liaison Steve Scott

Absent: Commissioners Rob Williams (excused) and Brendan O'Meara

Also Present: Community Development Manager/City Planner Mike Mrosla, Deputy Clerk Jolene Trauba, Twin Cities North Chamber of Commerce President John Connelly

2. APPROVAL OF THE AGENDA

Approved

3. MINUTES

A. February 6, 2019
Approved

B. May 1, 2019
Not approved, will be added to the September agenda.

4. PLANNING UPDATE

A. Development Update

Community Development Manager/City Planner Mrosla gave brief updates on the following projects in Arden Hills: Minnesota National Guard 34th Infantry Division (Red Bull), Lexington Station Phase 2, Marriot Springhill Suites, Boston Scientific, Summit Development and Mounds View High School.

5. UNFINISHED AND NEW BUSINESS

A. Twin Cities North Chamber of Commerce Update

Twin Cities North Chamber of Commerce President John Connelly passed out a flyer describing the Chamber and gave a slide show presentation highlighting the main goals of promoting businesses, developing leaders and connecting communities. He discussed the North Metro Business Council and suggested that Arden Hills may want to consider establishing their own council for local businesses to meet quarterly.

6. UPDATES

A. Commission Members

None

B. Council Liaison

Council Liaison Scott noted he attended celebrations for two local businesses. Welsch's Big Ten Tavern celebrated 60 years and International Paper had their 50 year anniversary.

C. Staff Comments

Community Development Manager/City Planner Mroska said a new Associate Planner will be starting with the City soon and will be taking over the day-to-day Planning responsibilities. There is someone interested in joining the EDC and he will be in contact with them. And he will add a business council discussion to the next meeting agenda.

7. ADJOURNMENT

The meeting adjourned at 9:17 a.m.



MEMORANDUM

DATE: October 2, 2019 **EDC Agenda Item 5.A**
TO: Economic Development Commission Chair and Commissioners
FROM: Mike Mrosla – Community Development Manager/City Planner
SUBJECT: 2018 EDC Work Plan Review and Discussion

Discussion

At the August 7, 2019 EDC meeting Chair Erickson requested the EDC review and discuss the 2018 Work Plan at the September EDC meeting.

Requested Action

Review and provide feedback on how the EDC Work Plan for 2018 was implemented.

Attachments

- A. 2018 Work Plan Memo
- B. 2018 Work Plan
- C. 11-01-19 EDC Minutes



MEMORANDUM

DATE: December 6, 2017 **EDC Agenda Item 4.B**
TO: Economic Development Commission Chair and Commissioners
FROM: Matthew Bachler, Senior Planner
SUBJECT: Draft 2018 EDC Work Plan

Requested Action

Provide comments on the Draft EDC Work Plan for 2018.

Discussion

The EDC was established by the City Council to facilitate positive interaction with the business community and to advise the City Council and the Economic Development Authority (EDA) on economic development, redevelopment, and related community development issues.

Each year, the EDC develops a work plan for the upcoming year. A joint meeting of the EDC and the EDA is tentatively scheduled for Monday, January 22, 2018 at 6:00 pm. The EDA will consider approval of the EDC Work Plan for 2018 at the joint meeting.

The EDC discussed their goals for 2018 at their regular meeting on November 1, 2017. Staff has drafted the attached 2018 Work Plan for the EDC's consideration. Staff is requesting that the EDC provide feedback on the Draft Work Plan. A final version of the Work Plan will be presented at the joint meeting with the EDA on January 22, 2018.

Attachments

- A. Draft 2018 EDC Work Plan



**Economic Development Commission
Draft 2018 Work Plan**

2018 EDC Goals	Work Tasks	Timeline
Marketing and Outreach	Develop strategy with the Communications Coordinator to improve communications with business community	Q1
	Explore opportunities to partner with adjacent communities to organize small business networking events	Q1 – Q4
	Work with Communications Coordinator to plan and promote State of the City events	Q2 – Q3
	Develop handouts for new businesses and visit new businesses throughout the year	Q1 – Q4
	Work with Communications Coordinator on business-focused articles for community newsletter	Q1 – Q4
Business Retention and Expansion Program	Discuss strategy and develop long-term plan for Business Retention and Expansion visits	Q1
	Develop priority list for business visits and informational handouts	Q1 – Q2
	Complete business visits	Q2 – Q4
	Analyze results of business visits and complete year-end report	Q4



**CITY OF ARDEN HILLS, MINNESOTA
ECONOMIC DEVELOPMENT COMMISSION
NOVEMBER 1, 2017 8:00 AM
CITY HALL -- 1245 WEST HIGHWAY 96**

1. CALL MEETING TO ORDER

Senior Planner Matthew Bachler called the meeting to order at 8:02 a.m.

ROLL CALL

Present: Chair Dan Erickson, Commissioners Kyle Lassen, Liz Johnson, Rob Williams, Sheila Bennett Kilander and Brendan O'Meara

Also Present: Council Liaison Dave McClung, Senior Planner Matthew Bachler, and Deputy Clerk Jolene Trauba

2. APPROVAL OF AGENDA

It was the consensus of the Commission to accept the agenda as presented.

3. APPROVAL OF MINUTES

It was the consensus of the Commission to accept the August 2, 2017 and September 6, 2017 meeting minutes as presented.

4. UNFINISHED AND NEW BUSINESS

A. State of the City Review

Senior Planner Matthew Bachler reviewed the memo and asked for input.

Discussion ensued regarding the question and answer portion of the program and options of improving that portion for next year, as well as how to make the subject matter more pertinent to attract more attendees.

Council Liaison Dave McClung noted that Land O'Lakes will have their new facility completed by this time next year and could be a possible location for the State of the City event.

B. Business Retention and Expansion Program

Senior Planner Bachler noted that this item was placed on the agenda in case Commissioners had had any updates on the BRE program. No comments were made.

C. 2018 Work Plan

Senior Planner Bachler mentioned that a tentative meeting is scheduled for Monday, January 22, 2018 between the EDC and the Economic Development Authority (EDA) at which the EDA will consider the EDC's work plan. He also suggested cancelling the January 3, 2018 EDC meeting.

Senior Planner Bachler reviewed the Goals and Tasks as stated in the memo:

1. Business Retention and Expansion Visits
2. Marketing and Outreach
 - Work with the Communications Committee on business-focused articles
 - Plan and promote State of the City events
 - Track and visit new businesses
3. Advising on Planning and Economic Development Efforts
 - 2040 Comprehensive Plan
 - Commercial, Industrial, and Higher Education Study

Commissioner Rob Williams asked how the EDC advised the City Council.

Senior Planner Bachler explained that feedback is given in a report directly to the City Council on certain items such as the Comprehensive Plan and the Higher Education Study.

Chair Dan Erickson noted that the Council Liason also brings back comments to the Council. He also felt the group is reactionary and underutilized.

Council Liaison McClung mentioned there is now a Communications Coordinator who will work more closely with the committees and commissions to develop outreach and communications strategies.

Commissioner Liz Johnson suggested organizing small business events.

Senior Planner Bachler stated that we could work in cooperation with the Cities of Shoreview or Roseville to cohost events, as well as Chambers of Commerce. He also mentioned that the new Communications Coordinator could work with the committee to help with getting information out to the public and planning events.

Chair Erickson suggested having a corporate sponsor for an ongoing breakfast networking event that would bring awareness to Arden Hills.

Discussion ensued regarding how the committee would like their actions communicated to the City Council and it was decided that topic should be revisited, as well as the efforts of the business retention program.

Commissioner Sheila Bennett Kilander mentioned the City website and felt it should have more information for businesses that is easier to locate on the site.

Senior Planner Bachler noted that the Communications Coordinator would be asked to help improve the website.

5. UPDATES

A. Commission Members

None

B. Council Liaison

Council Liaison McClung discussed the Amazon headquarters submission that was put forth by the State of Minnesota. He also commented on the water study that is being completed for TCAAP and noted that the study is affecting the timeline of the Master Development Agreement.

Council Liaison McClung mentioned the City is no longer under a moratorium for Higher Education Land Use. He told the committee that the City Council appreciates the Economic Development Commission's input on the moratorium and the Comprehensive Plan.

C. Staff Comments

Senior Planner Bachler explained that the Council accepted the Higher Education Report at the end of September and the creation of the new Institutional Zoning District for the Bethel University and Northwestern University campuses.

Senior Planner Bachler noted the Marriott Springhill Suites redevelopment was approved and demolition is scheduled to begin this fall.

Senior Planner Bachler also mentioned that there was approximately \$52,000,000 in commercial development done in the city in 2017.

ADJOURNMENT

The meeting adjourned at 9:18 a.m.

Dan Erickson, Chair

Jolene Trauba, Deputy Clerk