

Chair:
David Grant

Commissioners:
Brenda Holden
Fran Holmes
Dave McClung
Steve Scott



Agenda

October 25, 2021

Address:
1245 West Highway 96
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Economic Development Authority – 6:30 p.m.

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.

CALL TO ORDER

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES

A. November 23, 2020

3. NEW BUSINESS

4. EDA MEMBER COMMENTS

5. ADJOURN



DRAFT

Approved: October 25, 2021

**CITY OF ARDEN HILLS, MINNESOTA
ECONOMIC DEVELOPMENT AUTHORITY MEETING
NOVEMBER 23, 2020
5:30 PM – CITY HALL**

CALL TO ORDER/ROLL CALL

Pursuant to due call and notice thereof, Acting Chair/EDA Commissioner Holden called to order the Economic Development Authority meeting at 5:33 p.m.

Note: On March 20, 2020, the Mayor signed a determination allowing Councilmembers to participate in City Council meetings via telephone pursuant to State Statute 13D.021

Present: EDA Chair David Grant (joined at 5:43 pm); EDA Commissioners Brenda Holden, Fran Holmes, Steve Scott, and Dave McClung

Absent: None

Also present: EDA Secretary Dave Perrault; Public Works Director/City Engineer Todd Blomstrom; Community Development Manager/City Planner Mike Mroska and City Clerk Julie Hanson

1. APPROVAL OF AGENDA

MOTION: EDA Commissioner McClung moved and EDA Commissioner Holmes seconded a motion to approve the EDA meeting agenda as presented. A roll call vote was taken. The motion carried unanimously (4-0).

2. APPROVAL OF MINUTES

A. October 22, 2018 EDA

MOTION: EDA Commissioner Holmes moved and EDA Commissioner Holden seconded a motion to approve the October 22, 2018, Economic Development Authority Meeting Minutes as presented. A roll call vote was taken. The motion carried (4-0).

3. NEW BUSINESS

A. 2021 EDC Work Plan

Community Development Manager/City Planner Mroska stated that historically the EDA reviews and approves the Economic Development Commission (EDC) work plan. He said that earlier in the year, the City Council reviewed and approved the EDC's 2020 work plan, which was included in the packet as Attachment A.

Community Development Manager/City Planner Mroska indicated that the work plan was not implemented in 2020 due to COVID-19. He stated that staff planned to hold the next EDC meeting in December and would discuss the work plan with its members at that time, with a formal work plan to be presented at the first meeting in February 2021.

Mayor Pro Tem/EDA Commissioner Holden asked if any of the Commissioners had questions regarding the proposed work plan.

EDA Commissioner Scott asked about Tier 1 and the Ramsey County Means Business webpage, and if there is a slide deck or a URL.

Community Development Manager/City Planner Mroska stated there was not a slide deck but rather a URL. He noted that Ramsey County launched the program page in early 2020 and that each city has its own webpage. He explained that the pages are generic but there is the opportunity for cities to update to its current standards for marketing materials. He indicated that the EDC could review the page and suggest updates. He noted that this was a good resource for businesses wishing to relocate to Ramsey County and specifically Arden Hills.

EDA Commissioner Scott asked if this page could be found on the main Ramsey County website.

Community Development Manager/City Planner Mroska provided the website location as *Ramseycountymeansbusiness.com*. He said that users can find the various city's profiles under the Communities tab.

EDA Commissioner McClung stated that the EDC reviewed information on the website earlier in the year and that nothing had changed since. He noted that COVID-19 has kept the group from doing much in 2020, but they would get up and running early in 2021.

EDA Commissioner Holmes agreed the work plan looked good. She noted the EDC could begin working on the City's page on the Ramsey County site, especially while meeting remotely, and that the other items could wait.

EDA Commissioner Holden asked what the City would be doing to retain the businesses that are located in Arden Hills already. She acknowledged that money was available through the CARES Act, but wondered what else the City could be doing to help. She said there was a recent article from the Twin Cities North Chamber that had some nice ideas for helping businesses.

Community Development Manager/City Planner Mroska said that Number 3 in Tier 2 of the work plan could be bumped up to Number 2 under Tier 1 so that a survey to assess how businesses were doing could be conducted sooner rather than later. He noted no businesses had

reached out to him for further assistance but that he would check with the Twin Cities North Chamber as well.

EDA Commissioner Holden stated she would like to place an item on a future agenda to discuss business license fees and potentially returning some liquor fees. She asked if staff could bring suggestions to a future meeting.

Community Development Manager/City Planner Mroska stated staff would provide information at a future meeting and noted the current shutdown was set to last four weeks.

EDA Commissioner Scott commented that the City did do a partial refund of liquor license fees in the spring.

City Administrator Perrault stated staff checked with the City Attorney regarding the ability for businesses to sell liquor with to-go orders. He noted this provision had been in effect since last spring, that it continued to be in effect, and that it was statewide.

EDA Chair Grant joined the meeting at 5:43.

4. EDA MEMBER COMMENTS

EDA Commissioner Holmes stated that the City has information about Ramsey County grants and assistance for local businesses on its website. She said she had asked the City Administrator to look into what Ramsey County has available to assist residents directly as she would like to include this information on the City's website as well.

City Administrator Perrault indicated that he had contacted cities with the Ramsey County Sheriff's contract and that no cities were making money available to residents specifically. He said that some cities were providing assistance by way of mortgage assistance and that the Ramsey County website did include information for County residents to apply for assistance for rent/mortgage, utilities, or automotive repairs. He said beyond that, residents are directed by Ramsey County to existing programs such as WIC or SNAP.

City Administrator Perrault stated staff could review Ramsey County's website over the course of the next few weeks and update the City's website accordingly.

EDA Commissioner Holden suggested staff call the Ramsey County Commissioner for a list of the programs available to residents and businesses in Arden Hills.

EDA Commissioner Scott asked if the City's website could simply redirect residents to the Ramsey County website.

EDA Chair Grant stated that the City could do this, depending on how organized Ramsey County's website is. He noted that otherwise we would need to be sure of the exact pages and links. He echoed **Commissioner Holden's** suggestion to contact the County Commissioner for more information.

EDA Commissioner Holmes stated that she would like information detailed on the City’s website as a courtesy to the residents, noting it may too complicated otherwise.

A discussion ensued regarding how best to provide information to residents regarding potential assistance during COVID-19.

A discussion ensued regarding providing information to the residents of the manufactured home park.

Community Development Manager/City Planner Mrosla stated that staff could drop off Ramsey County brochures at the manufactured home park’s office or with the manager located there.

Community Development Manager/City Planner Mrosla also stated that he had all information needed to move forward with the EDC work plan.

5. ADJOURN

MOTION: **EDA Commissioner Scott moved and EDA Commissioner Holden seconded a motion to adjourn the Economic Development Authority meeting. A roll call vote was taken. The motion carried (4-0).**

EDA Commissioner Holden adjourned the Economic Development Authority meeting at 5:57 p.m.

Julie Hanson
City Clerk

David Grant
EDA President