



MEMORANDUM

DATE: February 18, 2020
TO: Honorable Mayor and City Councilmembers
 Dave Perrault, City Administrator
FROM: Dawn Skelly, Communications Coordinator
SUBJECT: 2020 State of the City Meeting

Budgeted Amount:	Actual Amount:	Funding Source:
\$1,000	N/A	EDC

Council Should Consider

Staff is requesting City Council finalize the overall plan and due dates, the presentation topics and invited speakers for the 2020 annual State of the City meeting. Staff is also requesting the City Council select the breakfast menu items and consider adding a special work session to finalize the slides and talking points.

Background

The Council selected Land O’Lakes as the preferred venue for this year’s State of the City address, and, after learning about the event accommodations, decided to hold the event on Thursday, April 16, rather than Thursday, April 23.

Discussion

Staff is requesting direction from the City Council on the proposed plan and due dates and the proposed list of topics and presenters (attachment A). At the January 21, 2022 Council Work Session, the Council asked staff to include a legislative update as part of this year’s event. Does the Council wish to have one of our local representatives speak? If yes, is there a preference? If not, does one of the Council members wish to discuss informational slides provided by our local reps? Does the Council want staff to extend an invitation for someone from the Arden Hills Foundation to speak as part of the presentation, or does one of the Council members wish to speak to a slide with information?

How does the Council prefer to handle a possible budget shortfall for the State of the City event? The catering list contains a variety of menu choices. A full, hot breakfast is \$13.99 per person. Visit <https://landolakes.catertrax.com/> for details. Land O’Lakes has offered to cover food fees that are above what we have budgeted for the event. Is there an opportunity to schedule a special work session for the week of April 6 to finalize the presentation slides and speaking points?

Attachments

- A. 2020 State of the City Plan/Deadlines/Budget
- B. Land O’ Lakes Catering Breakfast Menu