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CITY OF ARDEN HILLS, MINNESOTA  
ECONOMIC DEVELOPMENT COMMISSION  
MAY 2, 2018 8:00 AM  
CITY HALL -- 1245 WEST HIGHWAY 96

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**SUMMARY OF MEETING – NO QUORUM**

Present: Commissioners Brendan O’Meara and Rob Williams

Also Present: City Planner Matthew Bachler and City Administrator Dave Perrault

Meeting opened at 8:15 a.m.

**City Planner Matthew Bachler** stated that there was an absence of a quorum of EDC Commissioners. He noted that no motions or voting would occur until a quorum was recognized.

**1. APPROVAL OF AGENDA**

No quorum present

**3. APPROVAL OF MINUTES**

No quorum present

**4. UNFINISHED AND NEW BUSINESS**

A. State of the City

**City Planner Bachler** provided background information on the State of the City event and discussed the attendance numbers, cost, and focus areas of the event in recent years.

**City Planner Bachler** asked whether the EDC supported holding a morning and evening State of the City event in 2018.

Discussion ensued regarding the format of the morning and evening events. The EDC supported holding a morning event that focused on business topics. The EDC recommended that the evening event have a format and cover topics more suited to residents instead of businesses.

**City Planner Bachler** asked whether the EDC had recommendations on locations for the event.

The EDC was supportive of holding the morning event at the Tavern Grill restaurant. It was suggested that the evening event could be held at Mounds View High School or Valentine Hills Elementary School.

**City Planner Bachler** requested that the EDC provide any other feedback on how to improve the success of the State of the City.

The EDC suggested ways to improve the Q&A section at the morning event. One suggestion was to have question forms that could be filled out during the presentation and reviewed by staff. Responses could be provided for general questions relevant to local businesses, and staff could be directed to follow-up on more specific questions or concerns.

B. Business Retention and Expansion Program

**City Planner Bachler** reviewed the priority visit list for the BRE program. He asked the EDC about the progress on setting up business visits.

**Commissioner Williams** noted that he had a phone conversation with the owner of Northwestern Foods. He added that he would be sending Northwestern Foods an email with follow-up questions.

C. New Business Visits

**City Planner Bachler** noted that staff had finished the new business brochure. He requested volunteers to visit two new businesses that recently opened.

**Commissioners Williams and O'Meara** volunteered to visit the new businesses and provide them with a copy of the brochure.

5. UPDATES

A. Commission Members

None

B. Council Liaison

Not present

C. Staff Comments

None

ADJOURNMENT

The meeting adjourned at 8:45 a.m.

  
Dan Erickson, Chair

  
Matthew Bachler, City Planner