

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MINUTES**

NOVEMBER 19, 2013

Greg Sticha called the meeting to order at 7:00 p.m.

Roll Call: Present: Greg Sticha, Dave Wolf, Ron Jabs, Dan Elke, Joe Thill, Ray Sandey and Tanya Velishek. Also Present: Greg Ott, Chamber of Commerce Liaison; Corrin Wendell, Senior Planner; Tim Loose, City Engineer; Jeff Will, City Councilmember; and Ed Shukle, City Administrator/Executive Director, EDA.

Approve Minutes of the October 15, 2013 Regular Meeting: Upon motion by Elke, seconded by Jabs, the minutes of the October 15, 2013 regular meeting were approved.

Downtown Façade Improvement Program: Corrin Wendell, Senior Planner, presented the staff report on the application for downtown façade improvement program funds to be used to renovate the exterior of the Jordan Brewery property. Wendell explained the project and indicated that Barbara Lee and Kevin Breegeman, owners of the property, are planning to renovate the exterior to prepare for the new microbrewery that will be moving into the site in early spring of 2014. Ms. Lee was present to answer any questions about the project. Wendell also indicated that the Planning Commission has reviewed the proposed improvements to make sure they follow the downtown architectural standards in place. She stated that the proposed improvements do meet these standards.

Wendell indicated that a matching grant of \$5,000 was being applied for by Ms. Lee. Upon motion by Thill, seconded Elke, the EDA recommends approval of the project at the \$5,000 amount.

Downtown Master Plan – Proposed Work Plan for Advisory Committee: The EDA was in agreement with the proposed work plan for the advisory committee as presented. Minor changes were suggested such as terms of service, total number of members, that the EDA/Planning Commission subcommittee be involved in the process of interviewing applicants and recommending appointments and that the committee begin work on or about March 1, 2014.

Report from Attendees at Minnesota Real Estate Journal Summit on Industrial Development: Ray Sandey and Corrin Wendell reported that the conference was interesting and well attended.

Report from Greg Ott, Jordan Area Chamber of Commerce: Greg Ott reported on recent activities of the Chamber including the chamber retreat, Jordandazzle, Jordanopoly and the Halloween Trick or Treat project.

General Business Updates: Wendell and Shukle reported on First Stop Shop's (FSS) assistance in promoting the development of the Hauer and Strom properties. Wendell also reported the University of Minnesota's Carlson School of Management project to evaluate FSS after its first year in operation.

Also discussed were the recent forecasts for population and households for Jordan for 2040. Staff indicated that a letter summarizing the city's concerns about the Metropolitan Council's recent forecasts was sent to Met Council.

Other items: Ray Sandey asked about illegal land uses in downtown area. He believes there are some businesses operating downtown that should not be doing so because they are in violation of the city's zoning ordinance. Staff will follow up on this issue.

Future meeting agenda items should include the EDA's strategic plan, business incubator project, sites in the industrial park being "shovel ready" and a discussion about the Southwest Interceptor topic.

Next Meeting: It was noted that the next meeting of the EDA is scheduled for Tuesday, December 17, 2013, 7 p.m., Jordan City Hall.

Upon motion by Elke, seconded by Jabs, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Ed Shukle
Executive Director/City Administrator