

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MINUTES**

June 17, 2014

Present: Chair Ron Jabs, Dave Wolf, Ray Sandey, Chuck Cook, and Dan Elke; Council Representative Joe Thill and Council Representative Tanya Velishek

Not Present: None

Staff Present: Thomas Nikunen, Interim City Administrator; Tim Loose, City Engineer; Andrew Barbes, Planner; Laura Holey, Planner.

Others Present: Greg Ott and Jeff Will, Tom Boncher.

1.0 Roll Call: Chair Ron Jabs called the meeting to order at 7:00 p.m.

2.0 Approve Minutes of the May 20th, 2014 Regular Meeting

Motion by Wolf, second by Elke to approve the minutes of the May 20th, 2014 meeting as presented. Motion passed 6-0.

3.0 Management Report

A. Application for Downtown Matching Grant K-Mox, Inc

Interim City Administrator Nikunen presented an application for the Jordan Façade Improvement Program. The application is for a \$5,000 match grant and the applicant meets all the required standards for the improvement program. Jabs asked is other applications and how much funding is left in the program for this year? Nikunen spoke said one other application has been turned in and there will be around \$15,000 left in the program.

Motion by Thill, second by Elke to approve a match grant up to \$5,000 through the Façade Improvement Program. Motion passed 6-0.

B. Report on the status of Final Draft TH169 Report and Official Mapping Request

Interim City Administrator Nikunen gave an update that there are meetings being set up to finish the report and the draft has been accepted.

No action was needed.

C. Draft Letter to Hotel Franchises and a List of Franchises

Interim City Administrator Nikunen presented a draft letter that would go out to potential hotel franchises and asked if there are any changes the board would like to

see. Discussion ensued and the staff will add American Inn and any other possible hotel franchise to the list. The letter will be brought to the council and sent out before the next EDA meeting in July.

No action was needed

D. Update on Wolf Motors Expansion Project

EDA member Wolf updated the EDA on the process of his expansion project. Mr. Wolf has been meeting with City Staff to deal with the flood plain issues. The flood proofing plans are currently with the DNR and are seeking their approvals. The application should be ready for the July Planning Commission meeting.

No action was needed.

E. Introduce Andrew Barbes and Laura Holey to EDA

Interim City Administrator Nikunen introduced new Planner/Community Development Specialist Andrew Barbes and Planner Laura Holey. The new staff started in early June and they look forward to helping the community.

No action was needed.

F. Revisit the EDA Mission Statement, Primary Goals and Action Plan

Interim City Administrator Nikunen wanted to review the goals of the EDA and see how progress has been made. Discussion ensued and the EDA will continue to be proactive in helping local business and promoting the community. Chair Jobs said we need to keep looking at incubator spaces to create opportunities and keep working with downtown business.

No action was needed.

G. Update on the Downtown Advisory Committee

Greg Ott gave an update on the last Downtown Advisory Committee meeting. There was a walkthrough of the downtown and the committee will be coming up with a recommendation on projects. Wolf asked about parking in the downtown and if it still a goal. Discussion ensued and Community member Tom Boncher brought up how downtown is impacted by the residents who live in the apartment's. Without a lot of those residents more of the buildings would be vacant and we need to consider them when we talk about parking. Cook asked if there is a list of vacant business space. Nikunen said the staff can pull together a list. Jobs asked if the EDA should look at programs to help redevelopment or update downtown apartments. General discussion was then talked about how some cities have apartment codes and inspections, which might be a future option for Jordan.

No action was needed.

H. Report from Jordan Area Chamber of Commerce-Greg Ott

Greg Ott gave an update on the Chamber of Commerce activities. He mentioned the old library was discussed to house them and the Historical Society of Jordan. The Chamber would also like the EDA staff to reach out to potential hotel chains and bring their business into the community.

No action was needed.

I. General Business Updates

Community member Jeff Will asked if the EDA was intrigued in offering a low bid at auction on industrial space which could be used for new business developments. The property is shovel ready and could be a utilized asset for the community. Jab asked if it was a closed or open bid on the land. Will was not sure but staff could find out. Jab stated more information is needed and discussion ensued.

Motion by Thill, second by Elke to investigate and find bid date, auction processes, environmental information, prices, property tax information and contacts. Motion passed 6-0.

Chair Jabs asked about the startup of the Brewery. Staff gave an update that they are still hoping to open up within the previous location however keeping options open.

No action was needed.

J. Other Items

None

4. Next Meeting-Tuesday, July 15th 2014, 7 PM Jordan City Hall

5. Adjournment

Motion by Wolf, Second by Cook to adjourn at 8:38 pm. Motion passed 6-0.

Respectfully submitted,

Andrew Barbes
Planning and Community Development Specialist