

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MINUTES**

April 19, 2011

Ray Sandey called the meeting to order at 7:04 p.m.

Roll Call: Present: Ray Sandey, Joe Thill, Tanya Velishek, Ron Jabs, Dave Wolf and Greg Sticha. Absent: Dan Elke. Also Present: Ed Shukle, Executive Director/City Administrator; Annette Margarit, City Attorney; and Joanne Foust, Planning Consultant.

Approve Minutes: Upon motion by Jabs, seconded by Velishek, the minutes of the March 15, 2011 meeting were approved. Motion passed unanimously.

Presentation on Minnesota Open Meeting Law and Data Practices, Annette Margarit, City Attorney: Annette Margarit presented information on the Minnesota Open Meeting Law and Data Practices. She indicated that the City Council had asked that the city's advisory commissions be provided with the same information that they have received regarding these issues.

Assisted Living/Memory Care/Independent Living Apartments Project – Montag Development: Shukle reported that the developer has begun the project. Unfortunately, the first groundbreaking was cancelled due to bad weather. The second attempt is scheduled for Wednesday, April 20.

Update on the St. Francis/Allina Medical Clinic: Shukle reported that the developer for St. Francis, Frauenshuh, is negotiating with the landowner, Charlie Vig and hopes to be reaching an agreement soon. There is also a pharmacy which has expressed interest in being a part of the project.

Review of SCALE Unified Economic Development Work Plan: Shukle reported that SCALE representatives met in a work session with the city council, planning commission, parks and recreation commission and EDA on April 18, 2011. The meeting was beneficial as it introduced participants to the SCALE Unified Economic Development Work Plan and how planning works well when coordinating with transportation needs and issues.

Business Retention and Expansion Survey: Shukle reported the survey is underway with businesses being surveyed to encourage them to participate in the survey. Joanne Foust, MDG, presented the results of 35 respondents to the survey. The survey was made available to 125 businesses in the Jordan area. More businesses are being contacted to complete the survey and meetings have been offered if an individual business wishes to meet with city staff and follow up on the survey. A final report will be provided to the EDA at the next meeting on May 17, 2011.

Concerns were expressed regarding the lack of coverage on economic development related projects by the Jordan Independent. It was suggested that the Executive Director draft regular press releases for the newspaper to publish. The EDA wants to communicate better with the city and believes the Jordan Independent can assist in this regard.

Review of Summary Matching Grants for Downtown Façade Improvement

Program: Shukle reviewed a list of matching grant projects that have been approved since the program's inception in 2010. He indicated that \$18,875.00 has been approved and \$7,213.95 has actually been reimbursed to property owners per the program guidelines. These approvals are for 2010 grants and the list did not include what was already approved in 2011.

Parking Study Update: Shukle reported that Bolton & Menk, Inc., is working with staff on the downtown parking study. He indicated that an open house with downtown property owners and businesses will be held on Tuesday, May 3, 2011, beginning at 6:30 p.m. at Carasim Coffee in downtown Jordan. The EDA is invited to attend. The purpose of the meeting is report on existing downtown parking availability and to solicit input from property owners and businesses.

Possible Joint Independent Senior Living/Public Library Project with Scott County Community Development Agency (SCCDA): Shukle reported that the Scott County Community Development Agency (SCCDA) is planning to build a 60 unit independent living facility at Seville Drive and Creek Lane. They have proposed to include a public library in the project which would be a 10,000 square foot space inside the facility. Initial square footage for library usage would be approximately 4,000 square feet. The city council is considering this concept along with other options as they study public library options

Other Items: A brief discussion was held regarding the status of the U.S. Hwy. 169/TH282/CR 9 interchange.

Next Meeting: The next meeting of the EDA is scheduled for Tuesday, May 17, 2011, 7 p.m., City Council Chambers.

Upon motion by Wolf, seconded by Velishek, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Ed Shukle
Executive Director/City Administrator