

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MINUTES**

**July 17, 2012**

Greg Sticha called the meeting to order at 7:03 p.m.

**Roll Call:** Present: Greg Sticha, Ray Sandey, Dan Elke, Tanya Velishek, Dave Wolf Ron Jabs and Joe Thill. Also Present: Mark Seifert; Mayor Pete Ewals; Ken Jabs; Dave Murray; Luann Lemke; and Ed Shukle, Executive Director/City Administrator.

**Approve Minutes of the June 19, 2012 Regular Meeting:** Upon motion by Velishek, seconded by Jabs, the minutes of the June 19, 2012 regular meeting were approved.

**EDA Candidate Interviews:** Shukle explained that 2 vacancies on the EDA were occurring. The terms of Greg Sticha and Dan Elke are to expire on July 31, 2012. The terms are for 5 years each. He also explained that the vacancies were posted on the city's website and advertised in the Jordan Independent. No other persons applied for the vacancies. It was agreed to interview the 2 incumbents individually and then make a recommendation to the City Council.

Greg Sticha was excused and Dan Elke was then interviewed for reappointment to the EDA. Ron Jabs was asked to chair the interviews. Following his interview, Elke was excused and Greg Sticha was interviewed. Following Sticha's interview, both he and Elke were excused and discussion continued by the EDA on considering both applicants for reappointment. Upon motion by Thill, seconded by Sandey, it was recommended that Greg Sticha and Dan Elke be reappointed to the EDA.

**TH 169/TH 282/CR 9 Scope of Services:** Shukle explained that the scope of services was approved by the City Council on July 2. Preliminary information gathering is underway by Kimley-Horn and Associates. Timetable and work schedules should be developed within the next 2 weeks.

**Jobs for Fees Program:** The EDA reviewed the proposed draft policy of the Jobs for Fees program prepared by Springsted, Inc. Issues addressed included: application fee; minimizing the size of the policy; policy would apply to existing businesses and new businesses; forgivable loan; public purpose objectives; eligible recipients; mandatory criteria; financial viability of firm; size of application form; public or private information under the additional documentation and checklist form; points calculation; and criteria being rated. EDA asked that Springsted address these issues and be prepared to discuss at the August 21 meeting.

It was noted that the goal is to have the Jobs for Fees program in place by 2013. It is expected to be reviewed by the City Council in late fall, 2012.

**Highway Commercial Design Standards – Work Session – Rescheduled:** It was noted that the City Council will discuss highway commercial design standards with the Planning Commission and EDA at its work session on Monday, July 30, 2012, 6:45 p.m., City Hall. The EDA was wondering if notices of the meeting were being sent to those properties located in areas that are scheduled to be in the Highway Commercial District areas? Shukle indicated that he would check with Joanne Foust, Interim Planner.

**Discussion Re: 212 and 216 Broadway Street:** Shukle reported that this item was raised by Mayor Ewals at the July 2, 2012 City Council meeting. Mayor Ewals had been approached by Al Weireke, owner of 212 and 216 Broadway Street about possible city interest in purchasing this property. The property is dilapidated and Mr. Weireke is looking at demolishing a portion of the building and creating green space.

Members considered it in terms of possibly acquiring the property for redevelopment purposes. Staff was directed to obtain more information and to bring that information back to the EDA at the next meeting.

**Proposed 2013 EDA/HRA Budget and Levies:** Shukle reviewed the EDA/HRA Budget and Levies for 2013. Discussion focused on the amount of money budgeted for the downtown façade improvement program and the Jobs for Fees program. Also discussed were consultant fees for the TH 169/TH 282/CR 9 interchange project. Also discussed was the previous transfer of \$20,000 from the general fund to the EDA and additional monies for marketing EDA programs. Some members of the ED believe that the overall EDA budget needs to be reduced from its current proposed amount of \$99,500.

EDA members were asked to bring their ideas back to the next meeting for discussion.

In order to get a better understanding of potential downtown façade improvement program projects, it was suggested that the EDA meet at 6:30 p.m., August 21, prior to the next meeting, to tour the downtown to look at potential projects.

**Update on St. Francis/Allina Medical Clinic/Pharmacy/Scott County CDA Project/Public Library:** Shukle reported that construction is underway. On-site meetings are conducted the second and fourth Thursdays at 9 a.m. at the site.

**Jordan Business Profile Document:** At the June 19 meeting, Dave Wolf presented an idea on developing a “Business Profile” of each Jordan business. For tonight’s meeting, further discussion was scheduled to be held.

Shukle explained that a database has been started through the Economic Development Grant program done in 2010. Not all of the information suggested by Dave Wolf is part of this document but could be expanded. Also, some of the information suggested may not be able to be obtained. The EDA directed staff to proceed with expanding the database as best as possible.

**Report from Mark Seifert, Jordan Area Chamber of Commerce:** Mark Seifert reported on items being worked on by the Chamber: Ambassador Committee; Chamber Database; Beanbag Tournament; Charitable Gambling; and Bike Tour proceeds.

**General Business Updates:** Shukle reported on possible hotel development inquiries, redevelopment of 410 North Broadway Street and Cedar House project to be located on Hope Avenue.

**Other Items:** Ron Jabs asked if the EDA had any ideas on the redevelopment of the properties south of the proposed redevelopment of 410 North Broadway Street. He indicated that his mother's property is in this area and his family is trying to figure out what to do with the property. There were no specific ideas provided by the EDA as a lot of what goes on in this area will be dependent upon what happens to the 410 North Broadway Street property. Shukle indicated he was meeting with bank officials involved in this site at the end of this week. More information will be forthcoming.

The need for downtown visioning was talked about. It was suggested that a discussion on this topic be held at the September 18 EDA meeting.

**Next Meeting:** The next meeting of the EDA is scheduled for Tuesday, August 21, 2012, 7 p.m., City Hall.

Upon motion by Elke seconded by Velishek, to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 10:40 p.m.

Respectfully submitted,

Ed Shukle  
Executive Director/City Administrator