

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MINUTES**

NOVEMBER 16, 2010

Ray Sandey called the meeting to order at 7:00 p.m.

Roll Call: Present: Ray Sandey, Mike Shaw, Tanya Velishek, Greg Sticha and Dave Wolf. Absent: Ron Jabs. Also Present: Barbara Lee, Barbara Johnston, Pastor Joseph Thunker, Joe Benko, Joe Janish, Senior Planner; and Ed Shukle, Executive Director/City Administrator.

Approve Minutes: Upon motion by Sticha, seconded by Velishek, the minutes of the October 19, 2010 meeting were approved. Motion passed unanimously.

Upon motion by Shaw, seconded by Sticha, the minutes of the October 28, 2010 special meeting were approved. Motion passed unanimously.

Façade Improvement Project: Janish presented an application for the downtown façade improvement program. The application is from Barb Lee for the replacement of 15 windows in the two story building located at 214 Water Street. The applicant is proposing colonial grids with dark brown trim. Upon motion by Sticha, seconded by Wolf, the EDA recommends approval of a matching grant for up to \$5,000 in 2010 grant funds. Motion passed unanimously.

Façade Improvement Project: Janish presented an application from Barbara Johnston for the sanding, priming and painting of 28 windows and the installation of interlocking deck components on the building at 115 East First Street. Concern was expressed that previously approved applications for work under the downtown program have not been started. Upon motion by Sticha, seconded by Shaw, the EDA recommends approval of up to \$1,375 pending staff approval. Motion passed unanimously.

Façade Improvement Project: Janish presented an application from Pastor Joseph Thunker, Tree of Life Church, for several façade improvements. Because of the remaining funds for 2010 in the downtown façade improvement program are limited, it was suggested that Pastor Thunker apply for a \$5,000 matching grant in 2011.

Update on Assisted Living/Memory Care Project – Community Asset Development Group (CADG)/Jordan Senior Cottages, LLC: Shukle reported that the November 1, 2010 groundbreaking was postponed until later due to a change in the private financing program being used by the developer.

Assisted Living/Memory Care/Independent Living Apartments Project – Montag Development: Shukle reported that the senior housing project proposed by Montag

Development had received favorable approval by the city council. He also reported that the public hearing on the TIF proposal, was very favorable to the project. Because the annexation by ordinance has not been approved formally yet by the State of Minnesota, the approval of the TIF Plan and creation of the TIF District are delayed until the December 6 city council meeting. It appears that the project will receive TIF approval at that meeting.

Update on St. Francis/Allina Medical Clinic: Shukle reported that the developer has run into some soil issues on the proposed site and the developer and hospital are trying to determine if they should continue pursuing the site or look for a different site in the community. It appears that St. Francis is still committed to building a clinic in Jordan.

Downtown Parking: Shukle reported that this item has been on the agenda for some time. A scope of services needs to be identified to determine what the EDA wants to accomplish. Essentially, there are complaints that because of the number of residential units in downtown Jordan, there is inadequate parking for customers shopping at local businesses. The EDA feels that the following ought to occur:

- Locate potential off street lots and properties for possible parking areas
- Determine how many sites for parking are not currently used
- Look at eliminating blight
- Identify ultimate parking sites
- Look at future traffic projections
- Look at signing areas to restrict parking during certain times of the day
- Consider diagonal parking

TIF Policies: Members suggested that staff work with Springsted to bring back a suggested TIF policy for review at a future meeting.

Other items: Shukle reported that he had met with another possible hotel developer.

Shukle reported that Dan Elke has applied for the current vacancy on the EDA. He will be interviewed at the December 21, 2010 meeting.

Members suggested that a review of the downtown façade improvement program be discussed at the next meeting and to consider possible modifications to program guidelines particularly regarding setting time limits on receiving grant funds.

Next Meeting: The next meeting of the EDA is scheduled for Tuesday, December 21, 2010, 7:00 p.m., City Hall.

Upon motion by Velishek, seconded by Wolf, the meeting was adjourned at 9:04 p.m.

Respectfully submitted,

Ed Shukle,
Executive Director/City Administrator