



## **JORDAN ECONOMIC DEVELOPMENT AUTHORITY**

### **Minutes**

Tuesday, February 15, 2005

7:00 p.m.

Jordan City Hall

Chairman Jeremy Goeble convened the meeting at 7:00 p.m.

#### **1. Roll Call**

Present: Greg Sticha, Jeremy Goebel, Howard Senske, John Mulcahy, Dave Wolf and Ray Sandey

Absent: Ron Jabs

Also Present: Linda Waite Smith

#### **2. Approve minutes from the January 31, 2005 meeting**

The minutes were approved with spelling of Chair Goebel's name corrected.

#### **3. Management Report**

##### Review Survey Results and agenda for March 15

Waite Smith requested direction on a number of items related to the March 15 meeting to which business owners will be invited.

- 1) Personalized letters of invitation will be mailed March 1 to all 68 business owners in Jordan.
- 2) Regular EDA meeting will be from 6 to 7 p.m.
- 3) From 7 to 7:15 people will sign in, receive name tags get refreshments, meet each other (Linda will provide sign-in sheet, name tags, appetizers and beverages.)
- 4) At 7:15 the formal meeting will start
- 5) Information about the EDA's purpose and activities will be shared (Linda will provide mission statement and list of activities. She will email the old mission statement for members to review and revise as necessary.)
- 6) Update on proposed TH 169 interchange will be provided, as well as information about the cooperative revolving loan fund being established in September (Linda will provide brief written summaries.)
- 7) Using an overhead projector, we will review survey results

- 8) EDA members will ask questions of the guests to clarify some of the survey results and solicit ideas for next steps (Linda will prepare list of questions with assignments.)
- 9) Drawing for the \$50 in Chamber Bucks will be held (Only survey respondents will be eligible.)
- 10) Take-away items will include CDs with Maxfield market research report, copies of City brochure, list of available industrial property and retail space
- 11) We'll provide a sheet they where they can provide us with email addresses to receive EDA minutes and announcements
- 12) About two to three weeks after the meeting, we will mail them our response to the survey results (What we commit to do.)

#### Review Design for Chamber/EDA Billboard

Ray distributed two alternative designs for a billboard that will be located near TH 282 and TH 169. Cost of the billboard will be shared by the Chamber of Commerce and the EDA. Consensus was the to approve the version that stated, "We have a place for your business."

#### Discuss Adult Education Class

On behalf of Finance Director Tom Nikunen, Linda distributed handouts with table of contents for the websites of the US Chamber of Commerce and the Shakopee, MN Chamber of Commerce. The information deals with starting businesses and could be useful as we plan the Community Education class on starting your own business.

#### Follow up from Last EDA Meeting

Linda distributed a table prepared by City Planner Joe Janish. It shows the available retail space in the City and who to contact. Members asked if it is possible for Joe to combine this information with the map and list of available industrial property that he compiled last year.

#### 4. Consent Items

There were no consent items.

#### 5. Adjournment

The meeting was adjourned at 8:30 p.m.

**Next meeting date is Tuesday, March 15 at 6 p.m.**