

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
MINUTES**

June 21, 2011

Ray Sandey called the meeting to order at 7:10 p.m.

Roll Call: Present: Ray Sandey, Joe Thill, Tanya Velishek, Ron Jabs, Greg Sticha and Dan Elke. Absent: Dave Wolf. Also Present: Mayor Pete Ewals; Joanne Foust, MDG; Kathy Lopic; Dave Murray; and Ed Shukle, Executive Director/City Administrator.

Approve Minutes: Upon motion by Jabs, seconded by Thill, the minutes of the May 17, 2011 meeting were approved. Motion passed unanimously.

Update on Economic Development Program – Joanne Foust, MDG: Joanne Foust, Municipal Development Group (MDG), reported on the results of the business retention and expansion survey completed recently. She also reviewed a draft of a resident survey that would be available online through the month of July. Foust also reported on the marketing program she is working on. All of the above activities are being conducted under the Scott County Community Development Agency (SCCDA) grant awarded to the city in 2010.

Revised EDA Downtown Matching Grant Program Guidelines: Some minor changes were suggested and the guidelines will be revised accordingly.

Groundbreaking for Oak Terrace Senior Living: Ed Shukle announced that the official groundbreaking for Oak Terrace Senior Living was held on Wednesday, June 15, 2011.

Update on the St. Francis/Allina Medical Clinic: Shukle reported the latest information on the medical clinic for St. Francis. He indicated that St. Francis is now looking at 2 other sites since the Scott County CDA has purchased the property where St. Francis was intending to locate. The CDA has offered St. Francis the opportunity to locate within the proposed senior living facility or to purchase a portion of the CDA property for a stand-alone medical clinic. More information will be provided as it becomes available.

Discussion on Possibly Increasing TIF Application Fee: Shukle indicated that the \$6,500 application fee being paid for TIF applications is inadequate to meet the costs of the various consultants who review applications i.e., fiscal advisor, bond counsel, etc. He suggested that research should be done on what other cities are doing in this regard. The EDA consensus was to proceed with that research and have the Executive Director report back at a future meeting.

Discuss 2009 Hotel Development Market Study; discuss proposal from Hospitality Marketers International: Shukle reported that the initial market study for hotel developments was completed in May 2009. The data in that report needs to be updated for the city to try to entice a hotel development to come to Jordan. The cost of the update will not exceed \$3,500. Upon motion by Thill, seconded by Sticha, the EDA recommends to the city council that the services of Hospitality Marketers International be engaged for the purposes of updating the 2009 hotel marketing study. Motion passed unanimously.

Discuss Concept of Redevelopment of Properties along Broadway Street: Shukle reported that a downtown property owner is interested in a redevelopment project. More information will be available on this at a later date.

Expiration of Term of Ron Jabs: Ron Jabs' term on the EDA expires July 31, 2011. A notice will be posted regarding the vacancy and taking applications. Interviews will be conducted at the next meeting on July 19.

Other Items: Shukle reported that Bolton and Menk has been working on the downtown parking study. An update will be provided at the next meeting.

Economic development, in general, was discussed. Questions were raised as to what the EDA can do better to attract economic development to the city and what the city can do to try and retain businesses who might be experiencing financial difficulties.

An incubator program was discussed. Staff was asked to research what other cities are doing in this area.

Next Meeting: The next meeting of the EDA is scheduled for Tuesday, August 16, 2011, 7 p.m., City Council Chambers.

Upon motion by Sticha, seconded by Jabs, to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Ed Shukle
Executive Director/City Administrator