

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MINUTES**

**July 19, 2011**

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

**Roll Call:** Present: Ray Sandey, Joe Thill, Tanya Velishek, Ron Jabs, Greg Sticha, Dan Elke and Dave Wolf. Also Present: Joanne Foust, MDG; Tim Bischke; and Ed Shukle, Executive Director/City Administrator.

**Approve Minutes:** Upon motion by Thill, seconded by Sticha, the minutes of the June 21, 2011 meeting were approved. Motion passed unanimously.

**EDA Candidate Interviews:** Shukle indicated that the term of Ron Jabs expires July 31, 2011. The vacancy was posted and 2 applications were received: Ron Jabs and Elizabeth Thelemann.

Ron Jabs was excused and Elizabeth Thelemann was interviewed by the EDA. Following Ms. Thelemann's interview, Ms. Thelemann was excused and Ron Jabs was interviewed. Following Ron Jabs' interview, he was excused and the EDA discussed the applicants and their backgrounds. Although the EDA believed that Ms. Thelemann was qualified to serve, they felt that the background of Ron Jabs was stronger.

Both candidates were asked to return to the city council chambers. The EDA explained their thinking and then Thill moved and Sticha seconded, to recommend to the City Council that Ron Jabs be reappointed to the EDA for a five year term beginning August 1, 2011 and expiring July 31, 2016. Motion passed unanimously.

**Update on Downtown Parking Study:** Tim Loose and Brian Nemeth, Bolton and Menk, Inc., City Engineers, reported that 75% of the study is completed. They indicated that 620 parking spaces are available in the downtown area at present. 510 spaces are required but the location of spaces seems to be the issue. The full report will be ready by the next meeting.

**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 continuing to look 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.

Shukle indicated that a special workshop on public library planning will be held on Wednesday, August 3, 2011 to discuss the latest county proposal to combine a senior living mixed use development with a public library and possibly the medical clinic and pharmacy in the same building (or on the same campus). The EDA was invited to attend this workshop.

**Discuss Concept of Redevelopment of Properties along Broadway Street:** Shukle reported that Jim Terwedo has approached the city of Jordan about redeveloping properties located behind his existing property at Broadway Street and First Street. He also has indicated an interest in purchasing properties along Broadway Street to the south of his existing building. One project would involve independent housing and the other would be housing and commercial. Since nothing has been formally submitted to the city, nothing more can be presented at this time.

**Proposed 2012 EDA/HRA Budget Levy and Budget:** Shukle presented the 2012 Proposed EDA/HRA Budget Levy and Budget. The EDA requested that this item be brought back to the August 16, 2011 meeting for discussion and action.

**Update on Economic Development Program – Joanne Foust, MDG:** Joanne Foust, Municipal Development Group (MDG), reported on the final results of the business retention and expansion survey and reviewed the results to date on the resident survey that is 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. Foust will be at the August 16, 2011 EDA meeting to present the final results of the resident survey, conduct the drawing for 2 \$50 winners of Jordan dollars and discuss proposed marketing methods for the economic development program.

**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.

**Case Study – Thelemann Dental Office – Site Plan Review Process – Request to Discuss from Chair Sandey:** Shukle provided background on the site review process followed for the Thelemann Dental Office project. Thelemann Dental is intending to build a new dental office building in Whispering Meadows. They were the first applicant to be reviewed under the city's new architectural design standards developed as part of the Community Growth Options program which made changes to the city's zoning ordinance as part of the 2008 Comprehensive Plan Update. Joanne Foust, MDG, Inc., agreed with Shukle's report and reinforced the work of the Planning Commission in this regard.

Chair Sandey expressed that he was concerned that the Planning Commission put the dental office through unnecessary reviews that cost them time and money. Elizabeth Thelemann addressed the EDA from her perspective.

The EDA expressed an interest in getting an “exit interview” from businesses who have gone through the city’s review process to obtain feedback on the process. The EDA would also like to have more involvement in business site plan reviews than what they have had in the past. The EDA wishes to monitor business applications and have them discussed on an ongoing basis on future EDA agendas.

**Other Items:** Other items included a brief discussion on the downtown façade improvement guidelines and the issue of transferring ownership and obligations for the grant program in this regard. Also discussed was the stakeholders meeting for the U.S. Hwy. 169 pedestrian crossing scheduled for July 26 at the Jordan High School. Also mentioned was the possibility of Dynotec, currently a Shakopee company, moving to Jordan to occupy the former Vivant Cabinet building. They are contemplating an application for tax abatement. EDA members were invited to attend a meeting with Dynotec on Thursday, July 28. More information will be brought forward on this item as the possible application progresses.

**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 Velishek, to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Ed Shukle  
Executive Director/City Administrator