

**JORDAN ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
MINUTES**

**November 15, 2011**

Ray Sandey called the meeting to order at 7:05 p.m.

**Roll Call:** Present: Ray Sandey, Tanya Velishek, Ron Jabs, Dan Elke, Greg Sticha, Joe Thill and Dave Wolf . Also Present: Mark Siefert, Jordan Area Chamber of Commerce Liaison; Jim Terwedo; Barbara Johnston; Kathy Lopic; Joanne Foust, MDG; Councilmember Thom Boncher; and Ed Shukle, Executive Director/City Administrator.

**Approve Minutes of the October 18, 2011 Meeting:** Upon motion by Sticha seconded by Velishek, the minutes of the October 18, 2011 meeting were approved.

**Minnesota Real Estate Journal Industrial Conference:** Shukle reported that the EDA members are registered for this conference to be held on Friday, November 18, 2011 at the Golden Valley Country Club. He confirmed the details of the event.

Ron Jabs will be a panelist at the first session on industrial development communities in the metro area. Ron will provide an overview of Jordan and will be indicating to the audience that Jordan has much to offer for new industrial development.

Members will be asked to staff the exhibit booth during the conference and to dress appropriately. Members are expected to promote Jordan as a place to locate an industrial business. The display will have aerial photos, folders and give away trinkets promoting the city.

**Update on St. Francis/Allina Medical Clinic/Scott County CDA Project/Public Library:** Shukle reviewed the current proposal from Dunbar Development on behalf of the Scott County CDA regarding the mixed use development for a senior housing project, library, clinic and pharmacy. The Planned Unit Development (PUD) was presented to the Planning Commission on November 9, 2011.

The project is being recommended to move forward and will be reviewed by the City Council on November 21. Expected date to begin construction is April 1, 2012 with completion in April 2013. The clinic and pharmacy will begin construction at the same time but will be open for business by November 2012.

Shukle reported that the CDA is actively recruiting a pharmacist for the project.

**Pre-Packaged Tax Increment Financing (TIF):** Shukle indicated that he hadn't had time to research this topic but would report on it at a future meeting. Members suggested the idea of a work session to discuss this and how to get prepared to be a city with

“shovel ready projects.” Members thought that it might be appropriate to hold a work session for sometime in early to mid December. It was suggested that Springsted attend along with industrial property owners to discuss in further detail and offer input. Possible dates included December 6, December 8 or December 14.

**Discuss Feasibility of Downtown Master Plan:** Shukle reported that he followed up on a contact that Councilmember Boncher had with BKV at the annual League of Minnesota Cities (LMC) Conference this past summer. Councilmember Boncher met representatives of BKV who offered to visit Jordan to discuss downtown master plan alternatives. A meeting was scheduled this fall with BKV and the idea of such a plan was further explored. Shukle indicated that staff told BKV that a discussion with the EDA on this topic was appropriate and that if there was interest, perhaps a Request for Proposals (RFP) could be developed for several firms to respond with proposals.

The EDA discussed this and suggested that before any RFP would be prepared, that a review of the city’s current vision through a review of the city’s current comprehensive plan is necessary before considering a downtown master plan project. This item will be on the December 20 agenda for further discussion.

**Review Proposed Landscaping Plan for TH 282 from U.S. Hwy. 169 to Creek Lane as Developed by the Parks and Recreation Commission:** Shukle reported that the Parks and Recreation Commission has suggested that a landscaping plan be prepared for the area along TH 282 between U.S. Highway 169 and Creek Lane. They have been concerned that this area needs more visible landscaping to continue the beautification that is more apparent along TH 282 east of Creek Lane.

There is a Parks and Recreation Commission meeting scheduled for November 28 and areas property owners are invited to attend. The Commission wants to hear from these property owners before moving anything forward.

**Review Mission Statement and Strategic Plan from 2010; Discuss Future Goal-Setting for the EDA:** The EDA wants to update the strategic plan from 2010. There was no interest in changing anything about the mission statement. The 5 primary goals of the plan were reviewed and the only change suggested was to add “industrial” after “commercial and.”

The action plan was then discussed. Changes suggested were to change the reference to the Twin Cities Community Capital Fund (TCCCF) to the Minnesota Community Capital Fund (MCCF) as the TCCCF is no longer in existence.

The number one priority is to develop an business incubator program to be completed in 2012. A “shovel-ready” program in 2012, with the possible assistance of Tax Increment Financing (TIF) as the funding source, would be the second priority. The third priority is to improve communications between the business community and the city regarding economic development activities. This is currently underway with a chamber of

commerce representative attending EDA meetings and planning commission meetings as liaisons.

It was suggested that every month, an agenda item should be covering goal and action plan status and accomplishments.

**Rice Street Bridge Update:** Shukle reported that the city is still dealing with the state historic preservation office on working through the bridge replacement issue. He also wanted to clarify that city staff is working with the owners of the Feed Mill restaurant to develop an agreement on easements needed for the bridge project.

**Other items:** There were none.

**Next Meeting:** The next meeting of the EDA is scheduled for Tuesday, December 20, 2011, 7 p.m., City Council Chambers.

Upon motion by Sticha, seconded by Thill, to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 10:20 p.m.

Respectfully submitted,

Ed Shukle  
Executive Director/City Administrator