

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF
JORDAN
IN THE COUNTY OF SCOTT
November 6, 2023**

1.0 CALL TO ORDER

Present: Shane Ahlbrecht, Andre Cilliers, Jeremiah Monyok, Dr. Amanda Schuh, and Eric Shaughnessy

Absent: Derek Nelson and Joe Spillman

Chair Ahlbrecht called the meeting to order at 6:29 p.m.

2.0 ADOPT AGENDA

Motion by Monyok to adopt the agenda. Seconded by Cilliers. All Commissioners present voted aye, and the motion was declared carried.

3.0 APPROVAL OF MINUTES

A. Economic Development Agency Meeting Minutes, October 2, 2023

Motion by Schuh to adopt the October 2, 2023 Minutes. Seconded by Shaughnessy. Monyok and Cilliers abstained. Ahlbrecht, Schuh, and Shaughnessy voted aye, and the motion was declared carried.

4.0 NEW BUSINESS

A. Downtown Property Values Study

Barrett Voigt, Planner/Economic Development Specialist, presented information on the Downtown Property Values Study.

Monyok stated that he appreciates that the current EDA programs have been successful in making the downtown area an aesthetically appealing area to conduct business and will continue to attract businesses to the downtown area.

Tom Nikunen, City Administrator, stated that downtown occupancy rates have increased since the inception of the programs.

Schuh requested a review of the EDA budget information provided at the last meeting.

Nikunen provided a review of the budget provide at the previous meeting.

B. Commercial Kitchen Loan Policy Discussion

Tom Nikunen, City Administrator, presented information on the Commercial Kitchen Loan Policy.

Monyok stated that he would support providing a year deadline to disburse loan funds after approved.

Nikunen inquires if there was any interest to add statement or change title to indicate the program is a gap funding mechanism and if a personal guarantee would be required.

Monyok suggested changing program name to Commercial Kitchen Gap Financing Program.

Ahlbrecht suggested adding language to policy to clarify that the purchase of used equipment is permitted and to provide funding for other items beyond kitchen equipment.

Nikunen suggested adding language to clarify that brewery, winery, and distillery equipment is eligible.

Monyok suggested using language such as food services equipment so that the use of loan funds would be broader.

Nikunen suggested that equipment to prepare edible cannabinoid products could be included as well.

Ahlbrecht asked for the paragraph on the last page to be removed because he felt it was redundant.

Monyok stated that he would support providing a year deadline to disburse loan funds after approved.

Schuh stated that she would support providing a year deadline to disburse loan funds after approved and adding language after approval was received from City Council. Schuh also inquired if grant fund amounts could be increased.

Shaughnessy suggested to add language to include elevators that are related to food and beverage service and that he would like to see the city be proactive in looking at larger incentives or investments along the interstate after the overpass is completed on State Highway 282.

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Monyok suggested using Commercial Kitchen Loan program to provide funding for elevators.

Cilliers stated that he would like to see Building Code Loan Improvement program to provide funding for elevators too and that funding should not exceed 30% of elevator cost.

Schuh stated that the EDA of the City of Ely provides combined funding sources of up to 30% of the project and that grants were limited to 10%.

Monyok stated that he would like to see both funding sources be used for elevators only in existing buildings and not new construction.

Ahlbrecht stated that he would like to direct staff to prepare a draft document of the Commercial Kitchen Loan and Building Code Improvement Grant policies with suggested redline changes based on the comments provided during the meeting.

5.0 OLD BUSINESS

6.0 MANAGEMENT REPORT

A. General Management Updates

Nikunen provided updates on housing permits, Sand Creek Flats apartment occupancy rates, upcoming applications, city projects, Interstate 169 overpass construction plans, ISD 717 Elementary and High School Addition, and Excel utility building.

B. Next Meeting – Monday, December 4, 2023

7.0 CITY COUNCIL MEMBER UPDATE

Schuh provided updates City Council approval of Brew d'Etat Commercial Kitchen Loan application and the installation of awning on Empire Wok restaurant building.

8.0 COMMISSION MEMBER UPDATE

9.0 ADJOURNMENT

Motion by Monyok to adjourn. Seconded by Schuh. The meeting was adjourned at 8:10 p.m.