

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF
JORDAN
IN THE COUNTY OF SCOTT
December 4, 2023**

1.0 CALL TO ORDER

Present: Shane Ahlbrecht, Andre Cilliers, Jeremiah Monyok (delayed arrival), Derek Nelson, Dr. Amanda Schuh, and Eric Shaughnessy

Absent: Joe Spillman

Chair Ahlbrecht called the meeting to order at 6:30 p.m.

2.0 ADOPT AGENDA

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

3.0 APPROVAL OF MINUTES

A. Economic Development Agency Meeting Minutes, November 6, 2023

Motion by Nelson to adopt the November, 2023 Minutes. Seconded by Schuh. All Commissioners present voted aye, and the motion was declared carried.

4.0 NEW BUSINESS

A. Façade Matching Grant Application – Broadway Market

Barrett Voigt, Planner/Economic Development Specialist, presented information on an application request for a Façade Matching Grant in the amount of \$3,177.97 for Broadway Market located at 116 Broadway Street to replace an existing wall sign and make electrical repairs to sign. Voigt recommended approval.

Nelson inquired if this was a maintenance issue.

Shaughnessy stated the application was consistent with past sign repair applications.

Cilliers stated that the sign would have high visibility from right of way and would be a good project.

Motion by Nelson to approve the application as presented. Seconded by Shaughnessy. All Commissioners present voted aye, and the motion was declared carried by a vote of 5-0.

B. Façade Matching Grant Application – Birdie’s Golf Lounge & Sports Bar

Barrett Voigt, Planner/Economic Development Specialist, presented information on an application request for a Façade Matching Grant in the amount of \$4,056.86 for Birdie’s Golf Lounge & Sports Bar located at 390 Seville Drive to install a new wall sign visible from Seville Drive. Voigt recommended approval.

Ahlbrecht inquired about the proposed location of the sign and design.

Voigt stated the sign would be channel lit and placed over the entryway.

Motion by Cilliers to approve the application as presented. Seconded by Shaughnessy. All Commissioners present voted aye, and the motion was declared carried by a vote of 5-0.

C. Commercial Kitchen Loan Policy Amendment

Barrett Voigt, Planner/Economic Development Specialist, presented information on the Commercial Kitchen Loan Policy Amendment draft proposal staff report. Voigt recommended approval.

Monyok inquired about letter provided by Frandsen Bank & Trust President Mark Seifert.

City Administrator Tom Nikunen, stated that Seifert provided staff with letter to support program and felt that Commercial Kitchen Loan program is vital to supporting small businesses as a gap funding mechanism.

Ahlbrecht requested to read through each section and provide feedback.

All commissioners provided comments on the proposed draft policy document regarding funding for elevators, disbursement requirements, loan term limits, and subsequent applications.

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Ahlbrecht inquired if action should be taken to make a recommendation to the City Council or if staff should come back with a new draft for review.

Schuh stated that the City Council would review the City budget at the next City Council meeting and that policy amendments would be relevant to that discussion.

Motion by Cilliers to approve the application as presented. Seconded by Monyok. All Commissioners present voted aye, and the motion was declared carried by a vote of 6-0.

5.0 OLD BUSINESS

6.0 MANAGEMENT REPORT

A. General Management Updates

Nikunen provided updates on township extra-territorial land use regulation discussions, County interchange projects, school district round about capital improvement project public input meeting, public parking lot construction, and city acquisition project of the property located at 216 Broadway Street South.

B. Next Meeting – Tuesday, January 2, 2024

7.0 CITY COUNCIL MEMBER UPDATE

Schuh inquired about sign remnants of previous business on the building located at 230 Broadway Street South.

Voigt advised of zoning ordinance requirement to remove signage of defunct businesses.

Nikunen stated that sign remnants can be reviewed for upcoming design review application for a new sign by the building lessee.

8.0 COMMISSION MEMBER UPDATE

9.0 ADJOURNMENT

Motion by Schuh to adjourn. Seconded by Shaughnessy. The meeting was adjourned at 7:49 p.m.