

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
February 5, 2024**

1.0 CALL TO ORDER

Present: Shane Ahlbrecht, Jeremiah Monyok, Derek Nelson, Dr. Amanda Schuh, and Eric Shaughnessy

Chairman Ahlbrecht called the meeting to order at 6:31 p.m.

2.0 ADOPT AGENDA

Motion by Nelson 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 (EDA) Meeting Minutes, December 4, 2023

Motion by Shaughnessy to adopt the December 4, 2023 Minutes. Seconded by Schuh. All Commissioners present voted aye, and the motion was declared carried.

4.0 NEW BUSINESS

A. EDA Application – Clint Mack

Barrett Voigt, Planner/Economic Development Specialist, presented the staff report for the EDA application submitted by Clint Mack.

The EDA interviewed Mr. Mack by asking him several questions.

Motion by Schuh to recommend approval of the Clint Mack application as detailed in the staff report, seconded by Monyok. All Commissioners present voted aye, and the motion was declared carried by a vote of 5-0.

B. Downtown Parking Study

Luke Wheeler, Assistant City Engineer, presented information on a parking study for the downtown area.

Nelson inquired about public perception of walking distance between where the vehicle is parked and the intended destination.

Wheeler stated that the study limited walking distance to two blocks.

Voigt stated that in past parking studies, he had performed, he had explained walking distance in comparison to a Target parking lot. He said that dense urban downtown parking experiences might be new for some users who are used to parking in large suburban parking lots or front of store entrances, and he found the comparison helpful. Voigt stated that the Target parking lot in Shakopee is 350 feet long and comparable to Water Street's length.

Shaughnessy inquired if the parking lot behind Anytime Fitness was part of the parking study.

Wheeler stated that Anytime Fitness was not included in the study because it is a private parking lot.

Shaughnessy stated that the Mini Met parking lot seemed underutilized and inquired if a footbridge was included in the Downtown Plan that could be installed over Sand Creek to provide access between the Mini Met parking lot and businesses along Broadway Street South.

Nelson stated that the footbridge was included in the Downtown Plan, but it was determined that it was not cost-effective.

Nikunen stated that Excel Energy would be moving out of the building at 137 1st Street East shortly and that there would be a potential to create additional parking.

Ahlbrecht inquired about plans for the vacant St. John the Baptist Catholic Church lot at 210 Broadway Street South.

Nikunen stated that plans show that the lot would be converted into a private park with private parking stalls.

Nelson stated that the study shows that the City zoning ordinances' off-street parking minimum requirements seemed excessive.

Monyok stated that the existing parking was close to meeting the demand identified by the study.

Nikunen stated that he sees more opportunities to provide additional public parking stalls with the Excel Energy building and the demolition of the property at 311 Water Street, but that he felt it would be very costly.

Monyok stated that he would like a pedestrian bridge over Sand Creek to provide pedestrian access between the Mini Met parking lot and businesses on Broadway Street South.

Nikunen stated that the estimated cost of the bridge would likely be around \$800,000 and that one bank of the creek was higher than the other and would pose challenges to meeting ADA requirements.

Nelson proposed using PGM analysis instead of zoning ordinance off-street parking requirements and installing wayfinding signage to increase the use of underutilized existing public parking stalls.

Voigt said he would caution against using PGM parking requirements from the Institute of Transportation Engineers (ITE) parking standards because past editions have used parking data from Riverside, California, that has been projected nationwide. He stated that there has been pressure in the past to have the ITE use more universal standards, and he would be curious to know if the methodology of the current edition is more versatile.

Voigt inquired if the city is investing in public parking infrastructure and a parking study to verify if parking needs are met and if it would make sense to have city staff implement zoning ordinance off-street parking requirements. Voigt stated that in other communities he has worked in, the zoning ordinance and off-street parking minimums were eliminated because downtown areas have dense urban forms and enforcing suburban surface parking standards was challenging.

Nikunen stated that off-street parking minimums do not need to be eliminated, but we could use this study to reduce parking requirements in our city code based on actual numbers needed.

Voigt stated that off-street parking minimums do not need to be eliminated. He said that he saw some cities eliminate all off-street parking minimums except for multi-family land uses, and in other communities, off-street parking minimums were retained; however, the surface parking lot areas needed to be within 300-500 of the property to meet requirements. Voigt suggested looking at off-street parking minimums because they may be excessive.

Monyok stated that he would like to see the creation of more public parking areas within two blocks for the areas identified in the study where more parking may be needed.

Shaughnessy stated that he would like to see the study implemented to work with local businesses to utilize parking better. He noted that a sign could be placed on the business door advising customers that parking was at the back of the building.

Voigt stated that he has seen past parking studies to inform businesses where their employees could park in underutilized areas and identify high-use areas where signage could be installed to limit parking times and create higher parking turnover in front of businesses. He stated that most businesses benefit from high parking turnover.

Monyok stated that he would like to see a motion of a recommendation for approval and include the recommendations of the EDA to forward to the City Council for approval.

Motion by Monyok to recommend approval of the parking study with recommendations. Seconded by Shaughnessy. All Commissioners present voted aye, and the motion was declared carried by 5-0.

5.0 OLD BUSINESS

6.0 MANAGEMENT REPORT

A. General Management Updates

Economic Development Authority Minutes – February 5, 2024

Tom Nikunen, City Manager, provided updates on the progress of the purchase of the property located at 137 1st Street E, the financial progress of the proposed Delia's All in One restaurant, Elementary and High School roundabout projects, Interstate 169 overpass projects in the city and county, the progress on the building permit application for the proposed MNDOT for the property located at 300 Ervin Industrial Drive, and progress on the site suitability analysis of Kwik Trip.

B. Next Meeting – Monday, March 4, 2024

7.0 CITY COUNCIL MEMBER UPDATE

Dr. Schuh provided an update on the City Council's approval of the EDA budget and the updated Commercial Kitchen Financing Program.

8.0 COMMISSION MEMBER UPDATE

9.0 ADJOURNMENT

Motion by Monyok to adjourn. Seconded by Schuh. The meeting was adjourned at 7:51 p.m.