

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF
JORDAN
IN THE COUNTY OF SCOTT
September 5, 2023**

1.0 CALL TO ORDER

Present: Shane Ahlbrecht, Dr. Amanda Schuh, Eric Shaughnessy, and Joe Spillman

Absent: Andre Cilliers, Jeremiah Monyok, and Derek Nelson

Chair Ahlbrecht called the meeting to order at 6:32 p.m.

2.0 ADOPT AGENDA

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

3.0 APPROVAL OF MINUTES

A. Economic Development Agency Meeting Minutes, August 7, 2023

Motion by Schuh to adopt the August 7, 2023 Minutes. Seconded by Spillman. All Commissioners present voted aye, and the motion was declared carried.

4.0 NEW BUSINESS

A. Façade Matching Grant Application – Nicolin Mansion Bed & Breakfast

Barrett Voigt, Planner/Economic Development Specialist, presented information on an application request for a Façade Matching Grant in the amount of \$2,810.00 for Nicolin Mansion Bed & Breakfast located at 221 Broadway Street South to improve the gravel area on the northeast corner of the property by paving a driveway/parking area. Voigt recommended approval.

Chair Ahlbrecht stated the proposed improvement area would benefit customers of the bed & breakfast. Applicant Laura Engelby stated they only owned the establishment for 2 years and wanted to improve the aesthetics of the site because it would be visible to customers utilizing patio of future Delia's All in One restaurant. Voigt and Tom Nikunen, City Administrator,

stated that improvement area is visible from 1st Street East, the public parking lot, the alley, and Broadway Street South and meet grant criteria.

**Motion by Shaughnessy to approve the applications as presented.
Seconded by Schuh. All Commissioners present voted aye, and the motion was declared carried by a vote of 4-0.**

B. Message Center Discussion

Nikunen presented information on the message center discussion memo and solicited feedback from the Economic Development Authority (EDA). Nikunen suggested to purchase message centers that are double sided and to place them into Lagoon and Grassmann park to display the city park map and provide restaurant listings in the city with QR code.

Schuh stated she suggested the purchase of the 2 smallest units as a pilot.

Ahlbrecht stated that 3-4 units should be purchased and that placement should be decided by the Parks and Recreation Commission (PRAC).

**Motion by Spillman to purchase 3-4 units to be located by PRAC.
Seconded by Schuh. All Commissioners present voted aye, and the motion was declared carried by a vote of 4-0.**

C. Walking Survey Data Discussion

Voigt stated that over the past couple of years, the letter campaign effort had produced 2 grant recipients. Voigt stated that about 5-10 letters are sent every year, and that phone calls are received from 3-4 businesses. Voigt stated that the majority of recent grant applications emanated from face to face encounters where the information was provided by word of mouth.

Spillman stated that he would encourage staff to continue efforts.

D. EDA Revenue & Expense Budget

Nikunen presented information on the EDA revenue and expense budget memo and requested feedback from the EDA.

Voigt stated that he had recently become aware of a successful low interest rate loan program implemented by the Montgomery County, Maryland HRA to compete with private equity firms to spur development during housing

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downturns to leverage concessions of interest to the public and to increase housing supply to alleviate housing shortage issues. Voigt stated that the City Attorney stated this was feasible for the city EDA and that he had recently spoke with a commercial multifamily developer who stated he would prefer lower interest loans to reduce debt burden over other EDA programs.

Shaughnessy stated that he liked the low interest loan idea and that he suggested that the Façade Matching Grant program be expanded to cover more redevelopment costs.

Spillman stated that the EDA should maintain large budgets so that there was an ability to purchase more properties in the future and continue successful purchases such as the Roets Brewery project.

Schuh stated that she liked the low interest loan idea, expanding the façade matching grant program, and the ability to purchase more properties in the future.

Ahlbrecht requested staff to prepare options relevant to EDA initiatives in the Strategic Plan for City Council Review.

5.0 OLD BUSINESS

6.0 MANAGEMENT REPORT

A. General Management Updates

Nikunen provided updates on the Interstate 169 interchange project celebration, School roundabout projects, Sand Creek Flats apartment complex, City Council vote on Subway façade matching grant application, and progress on the Pauly parking lot along Broadway Street South.

Voigt provided updates on Cannabis related ordinance amendments and future potential projects.

B. Next Meeting – Tuesday, October 2, 2023

7.0 CITY COUNCIL MEMBER UPDATE

Schuh stated that feedback will be needed for the EDA budget and suggested that signage be provided for the public parking lot on 1st Street East.

8.0 COMMISSION MEMBER UPDATE

9.0 ADJOURNMENT

Motion by Spillman to adjourn. Seconded by Schuh. The meeting was adjourned at 7:52 p.m.