

**MINUTES OF THE PROCEEDINGS
ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
MAY 16, 2017**

1. Roll Call: Ron Jabs, Ryan Dahnert, Ray Sandey, Dan Elke, Tanya Velishek, Mike Franklin. Absent: Dr. Chuck Cook
Also Present: Tom Nikunen, Nathan Fuerst, Mary Kennedy, Laura Oakden
2. Approve the minutes of the April 18, 2017 regular meeting April 18, 2017 EDA Meeting Minutes
3. Management Report
 - A. Presentation by Scott County

Scott County Presentation on Incubator - Business Challenge

Joanne Foust gave a presentation on an Incubator program in Scott County. Background information was given on Technology Village in Prior Lake, where the program was initiated before Scott County became involved with the idea to expand the incubator program county-wide. The program offers entrepreneurs resources to help start their businesses by connecting them with mentors in the field and providing them with office space, educational sessions, networking opportunities and 24/7 access to their workspace. In addition to offering physical workspace, the incubator program offers a virtual alternative for those who prefer to work from home. The program is open to all applicants, of all ages, but favors applicants within the science and technology related fields. A market study was completed and results explained that the geographic area needed to expand from just Prior Lake for Technology Village to be successful, thus Scott County became involved. Technology Village currently has a board of 7 members. At this time, the board is made up of mostly Prior Lake residents, but there will be a system put into place to replace current board members with members from other cities. As more communities become involved, terms will be set for the board members. Joanne also explained that Technology Village is interested in hosting a “Shark Tank” like event to get entrepreneurs interested and involved. This would require looking for sponsors from businesses or individuals for the winning prizes as well as service providers. Joanne explained that having an incubator in the county is beneficial because it keeps skilled workers in the area. At this time Joanne is looking for input from the city as well as help spreading the word about Technology Village and help find sponsors.

Commissioner Jabs asked if City Council had seen the presentation yet, and they have not. He also inquired whether the goal was to set up an incubator location within each city of the county if that was possible. Joanne realistically explained that they would begin by looking at the cities that had the most appropriate spaces, both physically and financially, and that way there could be different incubator uses in different cities. Commissioner Dahnert asked Administrator Nikunen if this would be a solution to the possibility of having an incubator in town like has been discussed in the past, however Administrator Nikunen said that Jordan doesn't have a building available at this time. Mayor Velishek asked how this program will be funded and Joanne explained that First Stop Shop will be working with cities on the funding.

Commissioner Jabs asked Joanne what she needs from the EDA. She explained that she really needs help finding out if there are entrepreneurs in the city and if they are interested in applying in addition to what businesses would like to sponsor the "Shark Tank" event or provide services, and help getting information out to the city by Facebook, promoting it to the Chamber, and just talking to the people of Jordan.

Commissioner Jabs stated that the EDA was interested in getting on board and looked forward to seeing more research and information brought forward by staff at a later meeting.

B. Sand Companies TIF Letter of Support Update

Administrator Nikunen announced that City Council approved up to 15 years for the TIF after many recalculations were made because dollar amounts had to be adjusted. Commissioner Sandey asked what the max amount of years is and Administrator Nikunen explained that the max amount of years is 26, but the letter of support says that the TIF will cap at 15. Commissioner Sandey asked if there was a response from Sand Companies in regards, and Administrator Nikunen said that there had been discussion back and forth and they were fine with it. Commissioner Sandey asked if this will be a workforce housing situation. Administrator Nikunen said yes and Commissioner Dahnert said that he had heard some feedback and questions regarding that. Commissioner Elke asked if the park was still a part of this conversation and Administrator Nikunen explained that land can still be donated for a park as Wexford Park was what was intended for this particular parcel. Administrator Nikunen also added that October is when planning and zoning and the full application for TIF is expected.

C. Marketing Plan Update

Administrator Nikunen explained that he cut the marketing video down so it was shorter and Commissioner Jabs noted that he enjoyed the video. Commissioner Elke mentioned that he tried to watch the video on his phone but it was glitching and wouldn't load correctly. Administrator

Nikunen noted that he put it on the city website and it was easier to see there. Councilor Franklin asked if the videos are having the desired effects now that they are being watched and Administrator Nikunen explained that this week was the first time the city has received development calls related to a marketing video. Planner Oakden mentioned that other cities are really interested and that Elko New Market recently made their own video. Administrator Nikunen added that the school system is working on their own video and that they paid an outside source to do their footage, even though the city offered them extra footage in its video. Councilor Dahnert asked if the school is trying to get open enrollment and that was their motivation for making their own video, to which Administrator Nikunen replied, yes they are trying to encourage more people to come to town to bring more kids to the system.

D. Building Purchase Update

Administrator Nikunen explained that the Palm Tree Building had been viewed and it was in terrible condition. The previous resident had self-installed a large vent which caused the whole ceiling to cave. He noted that the land value is \$60,000 but if the city were to buy it a special appraisal would need to be done and that extensive work needs to be done to the building. Commissioner Sandey asked if the rest of the land came with it and Administrator Nikunen stated that it is not as large of a property as it used to be. Commissioner Sandey also inquired what the parcel was zoned for and Planner Oakden stated that it is zoned Highway Commercial. Commissioner Sandey expressed concern for an appraisal and Administrator Nikunen agreed and said that is why he would want to hire a special appraiser. Councilor Franklin stated that they want to know the value of the property as it is in its current state. Commissioner Jobs questioned where the funds for appraisal would come from and Administrator Nikunen stated that since the idea was originally the EDAs, he would assume the EDA funds.

Motion Mike Franklin second Ray Sandey to pay for an assessor, up to \$5000 to assess the 209 Broadway St S property. Motion approved. Vote all ayes.

E. General Staff Report

Administrator Nikunen announced that City Council voted to hire two new city planners, Lucinda and Kathleen, and that both were great candidates for the planning department. One will be replacing Andrew and one will be replacing Laura. The first hire will be starting 17 May 2017, and the second hire will be starting 5 June 2017. Laura's last day is 2 June 2017, so she will have a few weeks with Lucinda for training.

4. Next Meeting -Tuesday, June 20 16, 2017, 6:30 PM, Jordan Chambers

E. General Staff Report

Commissioner Jabs asked for the most recent information regarding the hotel and Administrator Nikunen explained that the financing details are still being worked out. Council put a 1 July 2017 deadline and a down payment of \$10,000 was requested by 19 June 2017. Council may not approve the extension, but Administrator Nikunen gave them the guidelines to what they need to do to bring it to council. Commissioner Sandey asked if Clancy's is still interested in working with them but Administrator Nikunen said they haven't given it serious thought as they don't see anything happening at this time. Commissioner Jabs asked about Taco Bell. Administrator Nikunen announced that their permit is ready for pick up and the goal is to have them open by mid-August. Planner Oakden stated that they are submitting plumbing soon and that the planning department is reviewing their sign permit.

5. Adjournment

Motion Dan Elke second Mike Franklin to adjourn 5. Adjournment. Motion approved. Vote all ayes.

Mike Shaw, Mayor

ATTEST:

Tom Nikunen
Interim City Administrator