



Regular Meeting
&
Work Session
Agenda

- Regular meeting in Council Chambers
- Work Session meeting in Upper Town Conference Room immediately following regular meeting

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1. CALL MEETING TO ORDER
 2. PLEDGE OF ALLEGIANCE
 3. CONSIDER AGENDA
 4. ANNUAL MEETING BUSINESS
 - 4.1 Annual Election of Officers
 - 4.2 Committee Appointments
 - 4.3 Annual Review of Bylaws and Enabling Resolution
 - 4.4 2026 Meeting Schedule
 5. CONSENT AGENDA

Considered to be routine and noncontroversial and will be approved by one motion. There will be no separate discussion of these items unless there is a request to remove the item from the consent agenda to the regular agenda.

 - 5.1 DRAFT Minutes - December 15, 2025
 - 5.2 Check Register
 - 5.3 Balance Sheet
 - 5.4 Revenue/Expenditure Reports
 - 5.5 Mortgage Satisfaction - Preferred Powder
 6. OPEN FORUM

An opportunity to provide comments and feedback regarding items not on the agenda. Information provided in Open Forum will not be discussed at this meeting; rather, the information will be referred to staff and/or scheduled for discussion at a future meeting.
 7. PUBLIC HEARINGS

An opportunity for the public to express their opinions and raise questions pertaining to the agenda item. All comments become part of the official public record. For this reason, all comments must be made at the podium so they can be heard and recorded. Comments may also be provided in writing. There will not be deliberations, discussions, or answers to questions until the hearing is closed. It is important to be courteous and allow each presenter to comment before adding additional testimony.
 8. GENERAL BUSINESS

Items in which the information is presented by city staff or consultants, then deliberation and action occur. General Business

items are not opportunities to receive or provide public input. However, the presiding officer may, at its sole discretion, solicit public feedback.

9. OPEN DISCUSSION

This section is reserved for the board and staff to discuss relevant topics, updates, and other non-action items of the board.

10. MOTION TO ADJOURN REGULAR MEETING

11. WORK SESSION

Work Sessions are less formal meetings to encourage dialog. Official action or votes are not typically taken. At the conclusion of a discussion, a simple consensus provides staff direction for execution of the item. This portion of the agenda is audio recorded but not video recorded or broadcast. Work Sessions are open to the public; however, visitors who wish to provide input must be invited by the presiding officer, assume a seat at the discussion table and provide their full name and address for the official record.

11.1 Tyler Site Project

12. MOTION TO ADJOURN

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Request for Action

To
Economic Development Authority

Item Number
4.1

Meeting Date
January 20, 2026

Prepared By
Brent O'Neil, Economic Development Director

Item Description
Annual Election of Officers

Reviewed by
Brent O'Neil
Cal Portner

Action Requested

Nominate and elect, by motion, the EDA President, Vice President, and Treasurer for 2026.

Background/Discussion

The positions of president, vice president and treasurer are elected annually. The role and duties of the secretary and the assistant treasurer have been delegated in the bylaws to the EDA's Executive Director. In 2025, the officer positions were appointed as follows:

President – Matt Westgaard
Vice President – Jennifer Wagner
Treasurer – Jeff Hartwig

The bylaws state the following regarding each position:

President: Shall be selected from among the commissioners, shall preside at all meetings of the commissioners, and shall have general charge of and control over the affairs of the Authority subject to the approval of the commissioners.

Vice President: Shall be selected from among the commissioners, shall preside at all meetings in the absence of the president, and shall perform such duties as may be assigned by the commissioners.

Treasurer: Shall be selected from among the commissioners, shall receive and be responsible for Authority money, and for the acts of the assistant treasurer.

Secretary: The secretary shall be the Authority's executive director. The secretary shall be responsible for taking and preparing minutes of each meeting of the Authority. Further, the secretary shall be responsible for maintaining any appropriate files as deemed necessary by the commissioners, including files of the minutes, publications of meetings, and meeting agendas. The Secretary shall also perform such functions as may be deemed necessary by the President.

Assistant Treasurer: The assistant treasurer shall be the Authority's executive director. The powers of the treasurer are delegated to the assistant treasurer. The assistant treasurer shall receive and be responsible for the Authority's money. The assistant treasurer shall disburse the Authority's money by check only and

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keep an account of the source of all receipts and the nature, purpose, and authority of all disbursements. By March 31 of each year, the assistant treasurer shall file with the secretary detailed financial statements of the Authority covering the financial operations of the Authority during the twelve (12) month period ending on December 31 of the current year. The assistant treasurer shall provide a bond as required by law. All checks issued by the Authority shall be signed by the assistant treasurer and the President.

Financial Impact

N/A

Mission/Policy/Goal

The bylaws state the officers are to be elected annually at the first meeting of the year.

Attachments

None



Request for Action

To
Economic Development Authority

Item Number
4.2

Meeting Date
January 20, 2026

Prepared By
Brent O'Neil, Economic Development Director

Item Description
Committee Appointments

Reviewed by
Brent O'Neil
Cal Portner

Action Requested

Nominate and designate, by motion, members to serve on EDA committees for 2026.

Background/Discussion

The EDA has four committees. The committees and 2025 board designees are listed below.

Joint Finance Committee: A permanent committee that exists jointly with the HRA to provide input and advice to the EDA and City Council on matters of financing and public incentives. There are nine members: two EDA, two HRA, and five at-large. Current EDA designees are **Matt Westgaard and Charlie Blesener**.

Beautification and Public Art: A permanent committee, it promotes and supports public art placement, beautification efforts, and overall community appearance. The current designees are **J. Brian Calva and Cory Grupa**. There are five at-large members

Together Elk River: Created during the 2020 pandemic, this committee leads the initiative to encourage, engage, and support local businesses, non-profits, and neighbors to keep small businesses thriving. Current designees are **Jennifer Wagner and Charlie Blesener**, plus at-large members and city staff.

Marketing: This committee was created by the board in 2025 to meet on an as-needed basis to guide marketing efforts and initiatives of the board. Current designees are **Jennifer Wagner, Charlie Blesener, and J. Brian Calva**. This committee consists of EDA members only.

Financial Impact

N/A

Mission/Policy/Goal

The bylaws require designation of committee appointments at the annual meeting.

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Attachments

None



Request for Action

To
Economic Development Authority

Item Number
4.3

Meeting Date
January 20, 2026

Prepared By
Brent O'Neil, Economic Development Director

Item Description
Annual Review of Bylaws and Enabling Resolution

Reviewed by
Brent O'Neil
Cal Portner

Action Requested
Review the bylaws and enabling resolution.

Background/Discussion

The enabling statute for economic development authorities in Minnesota requires an annual review of the governing documents of the board, including the enabling resolution and bylaws. Staff is not proposing any changes at this time, and action of the board is only required if it decides to propose an amendment to either document. The bylaws can be amended by the board. Proposed amendments to the enabling resolution would be forwarded to the City Council for its consideration.

Financial Impact
N/A

Mission/Policy/Goal

An annual requirement of statute is review of the bylaws and enabling resolution.

Attachments

1. Enabling Resolution - As Amended and Combined
2. Bylaws - As Amended (2024)

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COMBINED AMENDMENTS OF THE ENABLING RESOLUTION OF THE ELK RIVER ECONOMIC DEVELOPMENT AUTHORITY

(Res. 87-63, as Amended by Res. 90-5, 94-122, 97-95 and 11-04

- WHEREAS,** Minnesota Statutes 469.090 et seq. (the Statute) authorizes The City of Elk River (the City) to establish an Economic Development Authority pursuant to the procedures and subject to the restrictions set forth therein; and,
- WHEREAS,** on October 7, 1987, the City Council for the City of Elk River (the City Council) adopted Resolution No. 87-63 creating the City of Elk River Economic Development Authority (the Authority); and,
- WHEREAS,** on February 12, 1990, the City Council adopted Resolution No. 90-5 to expand the Authority from five (5) to seven (7) Commissioners by including, along with the City Council, two (2) residents to serve the Authority at-large, and to adjust the compensation of the Commissioners from One Dollar (\$1.00) for each regular or special meeting of the Authority attended to One Hundred Dollars (\$100.00) for each full month of service; and,
- WHEREAS,** on November 21, 1994, the City Council adopted Resolution No. 94-122 to change the composition of the Authority from five (5) City Councilmembers and two (2) residents to: the Mayor of the City of Elk River; three (3) additional City Councilmembers of the City of Elk River; and three (3) residents of the City of Elk River who are not members of the city Council; and,
- WHEREAS,** on September 15, 1997, the City Council adopted Resolution No. 97-95 to adjust the compensation of the Commissioners from One Hundred Dollars (\$100.00) for each full month of service to One Hundred Fifty Dollars (\$150.00); and,
- WHEREAS,** on January 3, 2011, the City Council adopted Resolution No. 11-04 to change the composition of the Authority from: the Mayor of the City of Elk River; three (3) additional City Councilmembers of the City of Elk River; and three (3) residents of the City of Elk River who are not members of the city Council to: four (4) City Councilmembers and three (3) residents of the City of Elk River who are not members of the city Council; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk River, Minnesota, as follows:

1. Establishment of Economic Development Authority

There is hereby established in the City of Elk River an Economic Development Authority (hereinafter referred to as the "Authority"), effective upon passage by the City Council of this resolution.

2. Commissioners

- a. The Commissioners of the Authority shall include; four (4) members of the City Council and three (3) residents of the City of Elk River who are not members of the City Council. The mayor shall make all appointments to the Authority, with the approval of the City Council.
- b. The terms of the Commissioners who are members of the City Council shall coincide with their term of office, unless a Commissioner resigns earlier. Commissioners who are not City Council members shall serve six (6) year terms.
- c. The Commissioners shall be compensated at the rate of One Hundred Fifty Dollars (\$150.00) for each full month of service. In addition, Commissioners shall be reimbursed for actual expenses incurred in doing official business of the Authority.

3. Officers

- a. The Authority shall annually elect a president, a vice president, a treasurer, a secretary, and an assistant treasurer. A Commissioner must not serve as president and vice president at the same time. The offices of secretary and assistant treasurer need not be held by a Commissioner.
- b. The officers shall have the usual duties and powers of their offices, including those set forth in the Statute.

4. Bylaws and Rules

- a. The Authority shall adopt bylaws and rules to govern its procedures and for the transaction of its business. The records of the Authority shall be a public records, as provided by law.
- b. The Authority shall adopt an official seal.

5. Employees

- a. The Authority may employ an executive director and such other employees as it may require, and determine their duties, qualifications, and compensation.
- b. The Authority may contract for the services of consultants as needed to perform its duties and exercise its powers.
- c. The Authority shall use the services of the City attorney as its chief legal advisor.
- d. The Authority may delegate to its agents or employees such powers or duties as it may deem proper.

6. Conflict of Interest

Except as otherwise provided by law, a Commissioner, officer, or employee of the Authority must not acquire any financial interest, direct or indirect, in any project or in any property included or planned to be included in any project, nor shall the person have any financial interest, direct or indirect, in any contract or proposed contract for materials or services to be furnished or used in connection with any project.

7. Powers

The Authority shall have all powers conferred upon Economic Development Authorities by the Statute, as amended from time to time, including:

- a. The powers of a housing and redevelopment authority under Minn. Stat. § 469.001 et seq.;
- b. The powers of a City under Minn. Stat. § 469.124 et seq.;

- c. The powers and duties of a redevelopment agency under Minn. Stat. § 469.152 et seq.;
- d. The power to create and define the boundaries of economic development districts, as provided by law;
- e. The power to acquire by lease, purchase, gift, devise, or condemnation proceedings property required to create economic development districts; and to dispose of property acquired, as provided by the Statute;
- f. The power to sign options to purchase, sell, or lease property;
- g. The right of eminent domain, as provided by the Statute;
- h. The power to make contracts for the purpose of economic development, as provided by the Statute;
- i. The authority to be a limited partner in a partnership whose purposes are consistent with the Authority's purpose;
- j. The power to acquire rights or an easement for a term of years, or perpetually, for development of an economic development district;
- k. The power to buy the supplies and materials it needs to carry out the purposes of the Statute;
- l. The right to receive public property, as provided by the Statute;
- m. The power to sell or lease land held by it for economic development in economic development districts;
- n. The power to operate and maintain a public parking facility or other public facility to promote development in an economic development district;

- o. The right to cooperate with or act as agent for the federal or state government or other public body to carry out the Statute;
- p. The power to study and analyze economic development needs in the City and ways to meet the needs; to study the desirable patterns for land use for economic development and community growth, and other factors effecting local economic development in the City; to make the result of the studies available to the public and to industry in general; to engage in research and to disseminate information on economic development within the City;
- q. The power to carry out public relations activities to promote the City and its economic development, as permitted by the Statute;
- r. The right to accept conveyances of land from all other public agencies, commissions, or other units of government, if the land can be properly used by the authority in an economic development district to carry out the purposes of the Statute;
- s. The power to develop and improve the lands in an economic development district to make it suitable and available for economic development uses and purposes; to fill, grade, and protect the property and do anything necessary and expedient, after acquiring the property, to make it suitable and attractive as a tract for economic development; and to lease some or all of its lands or property; and may set up local improvement districts in all or part of an economic development district;
- t. The power to borrow money in anticipation of bonds, after bonds have been authorized, as provided by the Statute;
- u. The power to issue general obligation bonds, pursuant to the procedures set forth in and as provided by the Statute, and when authorized by two-thirds (2/3) majority vote of the City Council, to:
 - i. Secure funds needed by the Authority to pay for acquired property; or
 - ii. For other purposes as provided in the statute.

- v. The power to issue revenue bonds pursuant to the procedures set forth in and as authorized by the Statute;
- w. The power to sell or convey property owned by it within the City or an economic development district pursuant to the procedure set forth in the Statute, if it determines that the sale or conveyance is in the best interest of the City or district and its people and that the transaction furthers the Authority's general plan of economic development;
- x. The power to advance its general fund money or its credit or both without interest for the objects and purposes of the Statute, as allowed by the Statute;
- y. The right to request that the City levy a tax for the benefit of the Authority, pursuant to the procedures and as provided for in the Statute.

8. Existing Projects

- a. The Authority shall have no control nor authority over any existing economic development or redevelopment project in the City, unless specifically so provided by subsequent resolution of the City Council. If the City Council adopts a resolution transferring control, authority, and operation of any existing project to the Authority, the Authority shall accept control, authority and operation of the project;
- b. When taking control of an existing project, the Authority may exercise all of the powers that the governmental unit establishing the project could exercise with respect to the project and shall covenant and pledge to perform the terms, conditions, and covenants of any bond indentures or other agreements executed with respect to the project.

9. Banks and Audits

- a. Every two years the Authority shall name a national or state bank within the state as a depository, in the manner provided by the Statute.
- b. The financial statements of the Authority shall be prepared, audited, filed, and published in the manner required by the Statute.

10. Annual Reports

The Authority shall prepare and submit all annual reports required by the Statute, including:

- a. An annual report stating whether and how this enabling resolution should be modified;
- b. An annual budget;
- c. An annual report giving a detailed account of the Authority's activities and its receipts and expenditures during the preceding year.

11. Modification of Enabling Resolution

This enabling resolution, or any part thereof, may be modified at any time by the City Council, as provided by the Statute.

Summarized Res. 87-63, as Amended by Res. 90-5, 94-122, 97-95 and 11-04
Official Resolutions on File at Elk River City Hall

**Bylaws
of
The Economic Development Authority
in and for
the City of Elk River, Minnesota**

Preamble

The Economic Development Authority for the City of Elk River (the Authority) was created by Resolution No. 87-63 of the City Council of the City of Elk River and adopted on the 7th day of October 1987 as authorized by Minnesota Statutes, Sections 469.090-469.1081. The purpose is to serve as an Economic Development Authority pursuant to Minnesota Statutes and its affairs shall include, but not be limited to, promoting commercial and industrial growth and development within the City of Elk River.

Article I

Authority

- 1.1) Name - The legal name of the Authority is "The Economic Development Authority for the City of Elk River."
- 1.2) Principal Office - The principal office of the Authority shall be the City of Elk River City Hall unless otherwise determined by resolution of the Authority.
- 1.3) Enabling Authority - The Authority shall exist and operate under the supervision of the City of Elk River, Minnesota (the City), in accordance with Minnesota Statutes Sections 469.090 through 469.1081 as amended and revised (the Statute) and Resolution No. 87-63 of the City Council of the City of Elk River (the Enabling Resolution), as amended from time to time.
- 1.4) General Powers and Duties - The Authority shall be a public body corporate and politic and shall have all the powers necessary or convenient to carry out the purposes of an economic development authority, including the powers granted by the Statute.

Article 2

Meetings

- 2.1) Open to the Public - All meetings of the Authority shall be open to the public and governed by the Minnesota Open Meeting Law, Minn. Stat. Section 471.705.
- 2.2) Quorum - A majority of the commissioners in office at any time shall constitute a quorum for all purposes. There shall be a quorum to conduct business at all meetings. If a quorum is not present for the annual meeting, those present shall adjourn the meeting and the

executive director shall establish a new annual meeting date and cause notice to be given as provided in section 2.5(02) of this article. If a quorum is not present at any regular or special meeting, those present shall adjourn the meeting to the next regular meeting, unless a special meeting is called before the next regular meeting.

2.3) Rules of Order - Meetings shall be conducted in accordance with *Robert's Rules of Order Revised*.

2.4) Voting - In addition to a quorum being required for each meeting of the Authority in order to transact business, a majority of all of the commissioners present shall be required to approve any matter before the commissioners.

2.5) Annual Meeting

(01) Time and Place - The annual meeting shall be held on the 3rd Monday of January at 5:30 p.m. at the principal office or another location as designated in the notice of annual meeting. An annual meeting falling upon a holiday shall be held on the next business day at the same time and location.

(02) Notice - Notice of the annual meeting shall be published in the official newspaper of the Authority not less than ten (10) days in advance of such meeting and shall be delivered to each commissioner of the Authority and each member of the governing body of the City. It shall be the responsibility of the executive director to give this notice.

(03) Order of Business - The suggested order of business at the annual meeting shall be:

1. Call meeting to order
2. Oath of Office
3. Election of officers and establishment of their terms
4. Designation of committee assignments to commissioners
5. Consider Agenda
6. Consent Agenda
7. Open Forum
8. Public Hearings
9. General Business
10. Adjournment

2.6) Regular Meetings

(01) Time and Place - Regular meetings shall be held on the 3rd Monday of each calendar month at 5:30 p.m. Any regular meeting falling upon a holiday shall be held on the next business day at the same time and place. Regular meetings shall be held by the Authority at such time and place as determined by the Authority at its annual meeting, unless the Authority, by subsequent resolution, establishes a different time and place for regular meetings.

(02) Notice - No separate notice need be given for regular meetings held at the time and place designated by the Enabling Resolution of the Authority.

(03) Order of Business - The suggested order of business at regular meetings shall be:

1. Call meeting to order
2. Consider Agenda
3. Consent Agenda
4. Open Forum
5. Public Hearings
6. General Business
7. Work Session
8. Adjournment

2.7) Special Meetings - Shall be called by the executive director at any time upon written request of any commissioner or by the executive director. Notice shall be given to each commissioner and to each member of the governing body of the City and shall be posted at the Authority's principal office.

2.8) Attendance Policy - The city council has adopted an Attendance Policy applicable to all commissioners. The city council may amend the Attendance Policy from time to time. At all times, commissioners shall comply with the Attendance Policy then in effect on file with the executive director. Failure to comply with the Attendance Policy may result in removal from the board of commissioners in accordance with the Attendance Policy.

Article 3

Officers and Staff

3.1) Officers - Authority officers shall consist of a president, a vice president, a treasurer, a

secretary, and an assistant treasurer. The Authority shall elect the president, vice president, treasurer, and secretary annually. The offices of president and vice president may not be held by the same commissioner concurrently. The offices of assistant treasurer and secretary need not be held by commissioners. The economic development director of the City shall be the Authority's executive director.

(01) President - Shall be selected from among the commissioners, shall preside at all meetings of and shall have general charge of and control over the affairs of the Authority subject to the approval of the commissioners.

(02) Vice President - Shall be selected from among the commissioners, shall preside at all meetings in the absence of the president and shall perform such duties as may be assigned to him by the commissioners. In case of death, retirement, resignation, or disability of the president, the vice president shall perform and be vested with all the duties and powers of the president.

(03) Treasurer - Shall be selected from among the commissioners, shall receive and is responsible for Authority money and for acts of the assistant treasurer.

(04) Secretary - The secretary shall be the Authority's executive director. The secretary shall be responsible for taking and preparing minutes of each meeting of the Authority. Further, the secretary shall be responsible for maintaining any appropriate files as deemed necessary by the commissioners, including files of the minutes, publications of meetings, and meeting agenda. The Secretary shall also perform such functions as may be deemed necessary by the president.

(05) Assistant Treasurer - The assistant treasurer shall be the Authority's executive director. The powers of the treasurer are delegated to the assistant treasurer. The assistant treasurer shall receive and is responsible for authority money. The assistant treasurer shall disburse Authority money by check only and keep an account of the source of all receipts and the nature, purpose, and authority of all disbursements. By March 31 of each year, the assistant treasurer shall file with the secretary detailed financial statements of the Authority covering the financial operations of the Authority during the twelve (12) month period ending on December 31 of the current year. The assistant treasurer shall provide a bond as required by law. All checks issued by the Authority shall be signed by the assistant treasurer and the President.

3.2) Absentee - In the case of the absence or inability to act of any officer of the Authority or of any person authorized by these bylaws to act in place of the officer, the Authority may from time to time delegate the powers or duties of such officer to any other officer or any commissioner whom it may select.

3.3) Vacancies - Vacancies in office arising from any cause shall be noticed to the Mayor and the City Council. The Authority may recommend a replacement to fill the vacancy to the City Council and the Mayor at its annual meeting or at any regular or special meeting.

3.4) Staff - The Authority shall appoint an executive director and such other staff as deemed necessary to carry out the business of the Authority and may determine their duties,

qualifications, and compensation.

(01) The executive director shall have the duties and responsibilities delegated by these bylaws and as assigned by the Authority.

(02) The Authority may delegate to its staff, employees, or agents such powers or duties deemed proper.

3.5) Consultants - The Authority may contract for the services of consultants as needed to perform its duties and exercise its powers.

(01) The fees, if any, of all contracted agents or consultants of the Authority shall be fixed by the Authority.

Article 4

Finance, Contracts and Other Duties

4.1) Fiscal Year - The fiscal year of the Authority shall be the same as the fiscal year of the City.

4.2) Budget - The following budgetary proceedings shall apply to the transaction of business:

(01) A budget shall be prepared by the treasurer in accordance with the Statute. The treasurer shall present the budget to the Authority each year at such time as established by the Authority, but not later than July 31.

(02) The budget shall include estimated revenues, the source of revenues and an estimate of the amount of money needed from the City, the costs of projects for the ensuing year, the estimated costs for personnel, and the purposes to which money on hand is to be applied, as well as the general administrative and overhead costs estimated for the ensuing year, and a proposed levy.

(03) After full consideration of the budget, the Authority shall approve and the president shall submit the budget to the city council.

4.3) Financial Statements - Must be prepared, presented, approved, and filed in accordance with Minnesota Statutes Sections 469.096 and 469.100 and other relevant statutes as amended or revised.

4.4) Contracts and Procurement

(01) All construction work and work of demolition and clearing, contracts for services or for repairs, maintenance and replacements, and every purchase of equipment, supplies or materials and contracts therefore shall be in accordance with the Statute and procurement policies, if any, established by resolution of the Authority.

(02) Approval of Contract by Attorney - Contracts shall be in writing and, except when deemed unnecessary by the Authority or the executive director, shall be approved as to form by the attorney for the Authority.

(03) Execution of Contracts - Unless otherwise directed by the Authority, required by law or required by state or federal agencies furnishing funds to the Authority, all purchasing contracts of the Authority shall be executed on behalf of the Authority as provided by the Purchasing Policy set forth in the Financial Management Policies of the City of Elk River, as amended from time to time. Non-purchasing contracts and other instruments of the Authority shall be executed by the president or other officer if the president is unavailable and the executive director or the executive director's delegate.

4.5) Disbursements

(01) Federal Funds - All funds received from the Government of the United States or any of its agencies shall be disbursed and accounted for in accordance with the regulations or requirements from time to time made by the federal agencies furnishing said funds to the Authority.

(02) Official Depository - All monies of the Authority shall be deposited in the name of the Authority in official city depositories in accordance with Minnesota Statutes. Monies shall be disbursed only by check, signed by persons designated by the Authority, except that petty cash funds not exceeding at any time One Hundred Dollars (\$100) may be maintained by the Authority.

(03) Checks - All checks drawn on bank accounts of the Authority shall indicate the fund and, in the case of a project, the project to be charged. All checks shall be signed by the treasurer and the president. In accordance with Minnesota law, the treasurer has delegated the duty of signing checks to the assistant treasurer.

4.6) Records - The books and records of the Authority shall be kept at the Principal Office.

4.7) Ongoing Duties - The Authority shall evaluate and consider staff assignments, the status of existing Authority projects, any modifications or amendments to Minnesota Statutes, Sections 469.090 -469.1081 and suggested amendments and changes to the Authority's bylaws from time to time as needed.

4.8) Official Newspaper - The official newspaper of the Authority shall be the official newspaper of the City of Elk River, unless otherwise determined by resolution of the Authority.

Article 5

Amendments

5.1) Amendments - These bylaws may be amended at any meeting of the Authority provided that notice of such proposed amendment shall be given to each commissioner and each member of the governing body of the City prior to such meeting. Amendment of the bylaws shall be

in accordance with the procedural and voting requirements established by these bylaws or by resolution of the Authority.

- 5.2) Existing Projects - The Authority shall have no control or authority over any existing economic development or redevelopment project in the City unless specifically so provided by resolution of the city council. If the city council adopts a resolution transferring control, authority and operation of any existing project to the Authority, the Authority shall accept control, authority, and operation of the project. When taking control of an existing project the Authority may exercise all for the powers that the governmental unit established in the project could exercise with respect to the project and shall covenant and pledge to perform the terms, conditions, and covenants of any bond indentures or other agreements executed with respect to the project.

Article 6

Committees

- 6.1) Committees - The Authority may establish and maintain committees to advise and enhance the work of the Authority and to work with the executive director of the Authority and City staff on assignments if needed. Composition of any committee may include Authority Commissioners, members at-large, or any combination of membership as the Authority finds suitable.
- 6.2) Establishment of Committees - Committees established for the purpose of a specific task or initiative may be created by motion specifying the name and purpose of the committee, the composition of membership, expected duration, and other direction the Authority finds necessary. Appointments to a committee shall be by motion of the Authority unless otherwise stated.
- 6.3) Standing Committees - Committees which are expected to provide continual support and advice to the Authority may be established and articulated through these bylaws as standing committees. The Authority has established the following standing committees, as amended:
- (01) Joint Finance Committee - A joint Finance Committee of the Authority and Housing and Redevelopment Authority (HRA) to provide input and advice to the Authority, HRA, and City Council on financing, incentives, and other similar activities. Composition of the committee shall be comprised of (i) two HRA Commissioners appointed by the HRA, (ii) two Authority Commissioners appointed by the Authority, and (iii) up to five at-large members with a residential or business connection to the Elk River community. When possible, appointment of at-large members should give preference to professional representation such that there are two members of the banking profession, one member of the legal profession, one member of the real estate profession and one member of the community at large, each of whom shall be appointed, as needed, by the then-existing members of the Finance Committee to fill any vacancy consistent with foregoing community categories. The professional distinction or expertise of a HRA or Authority Commissioner

need not be a factor in considering satisfaction of the professional representation of at-large members.

The Chair of the Finance Committee shall be selected by the Committee on a biannual basis at the Committee's first-occurring meeting of each odd-numbered year, and shall be an HRA or Authority Commissioner.

(02) Beautification and Public Art Committee - A committee to promote beautification, art placement, and overall enhancement of the community's visual appearance. Composition of the committee shall consist of two Authority members, and up to five at-large members.

6.4) Facilitating Committees - Any committee may choose to appoint a chairperson to lead meetings. A staff liaison shall facilitate meetings in the absence or non-appointment of a chairperson.

Request for Action



To
Economic Development Authority

Item Number
4.4

Meeting Date
January 20, 2026

Prepared By
Joshua Mollan, Economic Development Specialist

Item Description
2026 Meeting Schedule

Reviewed by
Brent O'Neil
Cal Portner

Action Requested

Approve, by motion, the schedule of regular EDA meetings for 2026.

Background/Discussion

The EDA will hold its regular meetings on the third Monday of each month at 5:30 p.m., or on the first business day thereafter in the event a regular meeting falls on a holiday. The calendar of meeting dates for 2026 is as follows:

Tuesday, February 17
Monday, March 16
Monday, April 20
Monday, May 18
Monday, June 15
Monday, July 20
Monday, August 17
Monday, September 21
Monday, October 19
Monday, November 16
Monday, December 21

We also plan to discuss a possible synchronization of meeting times with the HRA.

Financial Impact

N/A

Mission/Policy/Goal

Statute provides that the schedule of regular meetings be determined and approved at the EDA annual meeting.

Attachments

- I. 2026 Boards and Commissions Meetings

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



Advisory Board/Commission Meeting Calendar

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					






March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				





June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOTE: ALL DATES ARE SUBJECT TO CHANGE.

-  EDA (5:30 p.m.) and City Council (6:00 p.m. or after EDA mtg)
-  Heritage Preservation Commission - 5:00 p.m.
-  HRA (5:30 p.m.) and City Council (6:30 p.m.)
-  Community Event Center Commission - 6:30 p.m.
-  Parks and Recreation Commission - 6:30 p.m.

-  Planning Commission - 6:30 p.m.
-  Utilities Commission - 3:30 p.m.
-  City Council
-  Utilities Commission (3:30 p.m.) HRA (5:30 p.m.) City Council (6:30 p.m.)

Holidays

- Jan 1 - New Year's Day
- Jan 19 - Martin Luther King Jr. Day
- Feb 16 - Presidents' Day
- May 25 - Memorial Day
- June 19 - Juneteenth
- July 3 - Independence Day Observed
- Sept 7 - Labor Day
- Nov 11 - Veterans Day
- Nov 26 - Thanksgiving
- Nov 27 - Day after Thanksgiving
- Dec 24 & 25 - Christmas Holidays
- April 27 - Council Retreat
- July 28 - Planning Commission

Community Event Center Commission meets at Furniture and Things Community Event Center, 1000 School St
 Utilities Commission meets at ERMU, 13069 Orono Parkway
 Unless otherwise noted, all other meetings are held at Elk River City Hall, 13065 Orono Parkway



**Meeting of the Economic Development
Authority
Held at the Elk River City Hall
Monday, December 15, 2025**

Members Present: President Matt Westgaard, Commissioners Cory Grupa, J. Brian Calva, Jeff Hartwig, Mike Beyer, Jennifer Wagner, and Charlie Blesener

Members Absent: None

Staff Present: Economic Development Director Brent O'Neil and Recording Secretary Jolene Richter

1. CALL MEETING TO ORDER
Pursuant to due call and notice thereof, the meeting was called to order at 5:30 p.m.
2. PLEDGE OF ALLEGIANCE
The Pledge of Allegiance was recited.
3. CONSIDER AGENDA
Moved by Commissioner Jennifer Wagner and seconded by Commissioner Mike Beyer to approve the agenda. Motion carried 7-0.
4. CONSENT AGENDA
Moved by Commissioner Cory Grupa and seconded by Commissioner J. Brian Calva to approve the following consent items as outlined in their respective staff reports. Motion carried 7-0.
 - 4.1 DRAFT Minutes - November 17, 2025
 - 4.2 Check Register
 - 4.3 Balance Sheet
 - 4.4 Revenue/Expenditure Reports
 - 4.5 Mortgage Satisfaction - Modern Construction

5. OPEN FORUM

No one appeared for open forum.

6. PUBLIC HEARINGS

There were no Public Hearings.

7. GENERAL BUSINESS

7.1 Extension - Real Estate Brokerage Agreement

The staff report was presented.

Moved by Commissioner Mike Beyer and seconded by Commissioner Jeff Hartwig to approve the attached amendment extending the brokerage agreement with Partners Real Estate MN. Motion carried 7-0.

8. OPEN DISCUSSION

Mr. O'Neil noted the following items:

- The annual meeting will be the first meeting in January, to look at officers and bylaws. President Westgaard asked for a copy of the current bylaws to review. Mr. O'Neil stated that they can email them out.
- There is a place looking to dump compactable fill, and asked the board about the Tyler site. President Westgaard asked if there would be a need for the lots of Nature's Edge for remediation. Mr. O'Neil stated there might be some other properties not owned by the city, or a future overpass might be a good spot too. The board discussed and directed staff to look into it further.
- Discount Tire is looking to take one of the remaining parcels by Aldi. The developer of that property may be willing to sell the remaining property to the EDA if the EDA was interested.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner J. Brian Calva and seconded by Commissioner Jeff Hartwig to adjourn the meeting. Motion carried 7-0.

The regular meeting adjourned at 5:40 p.m.

10. CLOSED MEETING - PID 75-00757-0105

Board Members Present: President Westgaard, Commissioners Charlie Blesener, Mike Beyer, J. Brian Calva, Cory Grupa, Jeff Hartwig, and Jennifer Wagner

Staff Present: Economic Development Director Brent O'Neil and Deputy Clerk Jolene Richter.

Others Present: City Realtor Ryan Hardin

The Closed meeting started at 5:43 p.m.

President Westgaard read the following statement:

10.1 Statement to be read by the Chair:

"The Economic Development Authority will be closing the meeting pursuant to MN Statute Section 13D.05, Subdivision 3(c)(1) to consider offers or counteroffers relating to the sale of PID 75-00757-0105, 17610 Tyler ST. NW."

10.2 Motion Calling Closed Meeting

Moved by Councilmember Wagner and seconded by Councilmember Beyer to open the closed meeting. Motion carried 7-0.

10.3 Hold Closed Meeting

10.4 Motion to Adjourn Closed Meeting

Moved by Commissioner Jennifer Wagner and seconded by Commissioner Cory Grupa to adjourn the closed meeting. Motion carried 7-0.

The meeting adjourned at 6:02 p.m.

Minutes prepared by Jolene Richter.

Matt Westgaard, EDA President

Jolene Richter, Deputy City Clerk

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number
CITY OF ELK RIVER								
920								
12-2025 EDA	1	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	10,127.09	10,127.09	920-4-6210-4101
12-2025 EDA	2	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	1,050.00	1,050.00	920-4-6210-4103
12-2025 EDA	3	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	777.97	777.97	920-4-6210-4104
12-2025 EDA	4	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	638.78	638.78	920-4-6210-4105
12-2025 EDA	5	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	154.84	154.84	920-4-6210-4107
12-2025 EDA	6	EDA SALARIES - DEC 25	Invoice	01/15/2026	01/30/2026	1,445.40	1,445.40	920-4-6210-4108
12-2025 EDA	7	EDA REIMB SUPPLIES - STAPLES/AM	Invoice	01/15/2026	01/30/2026	19.50	19.50	920-4-6210-4201
Total 17440 CITY OF ELK RIVER:						14,213.58	14,213.58	
Total 920:						14,213.58	14,213.58	
INITIATIVE FOUNDATION								
920								
VS-6227	1	2026 CONTRIBUTION	Invoice	11/14/2025	01/31/2026	3,000.00	3,000.00	920-4-6210-4440
Total 22237 INITIATIVE FOUNDATION:						3,000.00	3,000.00	
Total 920:						3,000.00	3,000.00	
JOSHUA MOLLAN								
920								
12032025JM	1	REIMB MILEAGE 12/03 MOLLAN	Invoice	12/16/2025	01/16/2026	28.84	28.84	920-4-6210-4331
Total 14730 JOSHUA MOLLAN:						28.84	28.84	
Total 920:						28.84	28.84	
MNCAR								
920								
2026008	1	COMMUNITY DEVELOPMENT MEMB	Invoice	11/15/2025	12/31/2025	325.00	325.00	920-4-6210-4433
Total 12540 MNCAR:						325.00	325.00	
Total 920:						325.00	325.00	
BRENT O'NEIL								
920								
12-10-25 PHONE	1	CELL PHONE REIMB - ONEIL JUL TO	Invoice	12/10/2025	01/09/2026	180.00	180.00	920-4-6210-4321
Total 14600 BRENT O'NEIL:						180.00	180.00	
Total 920:						180.00	180.00	
E D A M								
920								
2026-10761	1	MEMBERSHIP DUES	Invoice	12/02/2025	01/01/2026	815.00	815.00	920-4-6210-4433
Total 17025 E D A M:						815.00	815.00	
Total 920:						815.00	815.00	
ELK RIVER AREA CHAMBER OF COMMERCE								

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Net Invoice Check Amount	GL Account Number
920								
17738	1	ANNUAL MEMBERSHIP - 2026	Invoice	01/02/2026	02/01/2026	650.00	650.00	920-4-6210-4433
Total 17355 ELK RIVER AREA CHAMBER OF COMMERCE:						650.00	650.00	
Total 920:						650.00	650.00	
GOLDEN SHOVEL AGENCY LLC								
920								
INV-2026000	1	GATEKEEPER SERVICE-EDA	Invoice	01/15/2026	02/14/2026	6,228.00	6,228.00	920-4-6210-4349
Total 12878 GOLDEN SHOVEL AGENCY LLC:						6,228.00	6,228.00	
Total 920:						6,228.00	6,228.00	
KUTAK ROCK LLP								
920								
3674463	1	LEGAL - GENERAL	Invoice	12/19/2025	01/18/2026	26.50	26.50	920-4-6210-4304
Total 52416 KUTAK ROCK LLP:						26.50	26.50	
Total 920:						26.50	26.50	
Total :						25,466.92	25,466.92	
Grand Totals:						25,466.92	25,466.92	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
920-4-6210-4101	10,127.09	.00	10,127.09
920-4-6210-4103	1,050.00	.00	1,050.00
920-4-6210-4104	777.97	.00	777.97
920-4-6210-4105	638.78	.00	638.78
920-4-6210-4107	154.84	.00	154.84
920-4-6210-4108	1,445.40	.00	1,445.40
920-4-6210-4201	19.50	.00	19.50
920-4-6210-4304	26.50	.00	26.50
920-4-6210-4321	180.00	.00	180.00
920-4-6210-4331	28.84	.00	28.84
920-4-6210-4349	6,228.00	.00	6,228.00
920-4-6210-4433	1,790.00	.00	1,790.00
920-4-6210-4440	3,000.00	.00	3,000.00
Grand Totals:	25,466.92	.00	25,466.92

Summary by General Ledger Posting Period

<u>GL Posting Period</u>	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
12/25	14,448.92	.00	14,448.92
01/26	11,018.00	.00	11,018.00
Grand Totals:	<u>25,466.92</u>	<u>.00</u>	<u>25,466.92</u>

Report Criteria:

Report type: Invoice detail
 Vendor.Vendor number = 35099
 Check.Type = {<>} "Adjustment"
 Bank.Bank number = 2

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Discount Taken	Invoice Amount	Check Amount	Bank Number
998120825										
12/25	12/08/2025	998120825	35099	US BANK	11252025 EDA	920-3-0000-3629	.00	592.88	592.88	2
Total 998120825:							.00		592.88	
Grand Totals:							.00		592.88	

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
920-2020	56.20	649.08-	592.88-
920-3-0000-3629	.00	56.20-	56.20-
920-4-6210-4349	389.08	.00	389.08
920-4-6210-4433	260.00	.00	260.00
Grand Totals:	705.28	705.28-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Vendor.Vendor number = 35099

Check.Type = {<->} "Adjustment"

Bank.Bank number = 2

CITY OF ELK RIVER

Balance Sheet
December 31, 2025

Fund 920 - EDA

<u>Assets</u>			
920-1010	Cash - EDA	<u>2,657,606.89</u>	
	Total Assets		<u><u>2,657,606.89</u></u>
<u>Fund Equity</u>			
920-2400	Fund Balance	2,418,623.64	
	Revenues over Expenditures - YTD	<u>238,983.25</u>	
	Total Fund Equity		<u><u>2,657,606.89</u></u>
	Total Liabilities & Equity		<u><u>2,657,606.89</u></u>

CITY OF ELK RIVER
 Revenues with Comparison to Budget
 For the Months Ending December 31, 2025

Fund 920 - EDA

		Period Actual	YTD Actual	Budget	Unexpended	PCNT
920-3-0000-3111	Property Taxes	199,109.03	419,971.95	427,000.00	7,028.05	98%
920-3-0000-3322	MV Credit	111.69	223.39	-	(223.39)	0%
920-3-0000-3342	Other Local Grants	-	1,600.00	-	(1,600.00)	0%
920-3-0000-3621	Interest Income	4,842.58	72,813.09	25,000.00	(47,813.09)	291%
920-3-0000-3629	Miscellaneous Revenue	56.20	336.07	-	(336.07)	0%
920-3-0000-3949	Transfer-HRA	-	4,000.00	4,000.00	-	100%
Total Fund Revenue		204,119.50	498,944.50	456,000.00	(42,944.50)	109%

CITY OF ELK RIVER
 Expenditures with Comparison to Budget
 For the Months Ending December 31, 2025

Fund 920 - EDA

	Period Actual	YTD Actual	Budget	Unexpended	PCNT
920-4-6210-4101 Regular Pay	10,127.08	114,538.64	130,800.00	16,261.36	88%
920-4-6210-4103 Part-time Pay	1,050.00	11,550.00	12,600.00	1,050.00	92%
920-4-6210-4104 PERA	777.97	8,787.61	10,000.00	1,212.39	88%
920-4-6210-4105 FICA	638.76	7,186.67	8,800.00	1,613.33	82%
920-4-6210-4107 Medicare	154.83	1,738.42	2,100.00	361.58	83%
920-4-6210-4108 Insurance	1,445.40	16,979.40	25,500.00	8,520.60	67%
920-4-6210-4109 Workers Comp	-	541.00	650.00	109.00	83%
920-4-6210-4201 Office Supplies	2.87	268.82	3,000.00	2,731.18	9%
920-4-6210-4212 Fuels & Lubes	-	-	50.00	50.00	0%
920-4-6210-4304 Legal Fees	-	677.00	10,000.00	9,323.00	7%
920-4-6210-4319 Professional Services	-	-	25,000.00	25,000.00	0%
920-4-6210-4321 Telephone	210.00	540.00	400.00	(140.00)	135%
920-4-6210-4322 Postage	-	2.44	100.00	97.56	2%
920-4-6210-4331 Travel, Conferences & Schools	89.88	5,788.38	11,000.00	5,211.62	53%
920-4-6210-4349 Advertising/Marketing	1,910.08	20,380.31	73,600.00	53,219.69	28%
920-4-6210-4359 Publishing	-	77.40	1,000.00	922.60	8%
920-4-6210-4361 Insurance	-	108.00	250.00	142.00	43%
920-4-6210-4404 Software Services	192.36	4,182.69	15,000.00	10,817.31	28%
920-4-6210-4433 Dues & Subscriptions	260.00	15,607.03	4,650.00	(10,957.03)	336%
920-4-6210-4440 Miscellaneous	-	3,007.44	73,500.00	70,492.56	4%
920-4-6210-4721 Transfer-General Fund	-	48,000.00	48,000.00	-	100%
Total Fund Expenditures	16,859.23	259,961.25	456,000.00	196,038.75	57%
Net Revenue Over Expenditures	187,260.27	238,983.25	-	(238,983.25)	0%



Request for Action

To
Economic Development Authority

Item Number
5.5

Meeting Date
January 20, 2026

Prepared By
Joshua Mollan, Economic Development Specialist

Item Description
Mortgage Satisfaction - Preferred Powder

Reviewed by
Brent O'Neil
Cal Portner

Action Requested

Approve, by resolution, two satisfaction of mortgages related to a forgivable loan agreement and a microloan agreement with Preferred Real Estate Holding, and authorize staff to execute and file the required documents.

Background/Discussion

We received an inquiry from Old Republic Title regarding two Preferred Powder loans. Preferred Real Estate Holding entered into two mortgage agreements with the EDA on September 26, 2013: a \$200,000 forgivable loan and a \$100,000 microloan. Both loans have been fully satisfied, and staff recommends providing Old Republic with the requested mortgage satisfactions.

Financial Impact
N/A

Mission/Policy/Goal

Support the growth and development of the community.

Attachments

- I. Forgivable Loan and Microloan Satisfaction Resolution

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity



City of Elk River
Economic Development Authority

Resolution 26-____

A Resolution of the City of Elk River Economic Development Authority
Approving Issuance of Release of Mortgages
(Preferred Powder Coating LLC)

WHEREAS, the Economic Development Authority of the City of Elk River (“EDA”) approved and expended a Microloan for \$100,000, dated September 26, 2013 (Recorded Doc. 778856), and a Forgivable Loan for \$200,000, dated September 26, 2013 (Recorded Doc. 778857), to Preferred Real Estate Holding, LLC (the “Borrower”).

WHEREAS, the Borrower has fulfilled all financial obligations under the Microloan, including the payments of all principal, interest and fees.

WHEREAS, the EDA approved the forgiveness of the Forgivable Loan through Resolution 16-02, dated April 18, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the EDA, as follows: The EDA hereby finds that the Borrower has repaid the Microloan in full, and the Forgivable Loan has been previously forgiven, and the President and the Executive Director are hereby authorized and directed to execute Release of Mortgages of behalf of the EDA and deliver to the Borrower.

Passed and adopted this ____ day of _____ 2026.

Matthew Westgaard, President

ATTEST:

Jolene Richter, Deputy Clerk



Request for Action

To
Economic Development Authority

Item Number
11.1

Meeting Date
January 20, 2026

Prepared By
Brent O'Neil, Economic Development Director

Item Description
Tyler Site Project

Reviewed by
Cal Portner

Action Requested
This item is presented for information and discussion purposes.

Background/Discussion
Following Board consensus to sell the Tyler/North Star development site, we continue to make progress on the project and will update the Board on the status and next steps.

Financial Impact
N/A

Mission/Policy/Goal
Support commercial and industrial growth.

Attachments
None

The Elk River Vision

A welcoming community with revolutionary and spirited resourcefulness, exceptional service, and community engagement that encourages and inspires prosperity