



**Meeting of the Economic Development
Authority
Held at the Elk River City Hall
Tuesday, February 17, 2026**

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

Members Absent: Commissioner Mike Beyer

Staff Present: Economic Development Director Brent O'Neil, Economic Development Specialist Joshua Mollan, and Recording Secretary Katie Porath

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

Mr. O'Neil commented that the January minutes were not yet ready for approval.

Moved by Commissioner Wagner and seconded by Commissioner Grupa to approve the agenda. Motion carried 6-0.

4. CONSENT AGENDA

Moved by Commissioner Blesener and seconded by Commissioner Hartwig to approve the following consent items as outlined in their respective staff reports. Motion carried 6-0.

4.1 Check Register

4.2 Balance Sheet

4.3 Revenue/Expenditure Reports

5. OPEN FORUM

No one appeared for open forum.

6. PUBLIC HEARINGS

There were no public hearings.

7. GENERAL BUSINESS

7.1 Resolution 26-02: Project Update and Commitment of EDA Funds for IBDPI Grant Application for CDI

Mr. O'Neil presented the staff report.

Mr. O'Neil stated that the plan for selling seven acres of Tyler St property was going forward. The discussion would return to the EDA a final time and a TIF application would go to the council with a potential groundbreaking in spring. The grant is for an offset of the cost to relocate the storm sewer pipe and requires the City Council to be the applicant, therefore, a resolution is also on the February 17, 2026, City Council meeting agenda for approval.

Commissioner Wagner expressed support of the project and the grant application. Chair Westgaard asked if staff had any concern about only having a preliminary cost estimate and any risk to the EDA that the amount of matching funds for the grant would have to be increased. Mr. O'Neil stated the EDA had discussed variables in the project previously and set a floor on how to work with the land sale price to cover potentially higher utility costs.

Moved by Commissioner Wagner and seconded by Commissioner Calva to adopt EDA Resolution 26-02 designating EDA funds as the source of matching funds for an infrastructure grant application for the CDI project. Motion carried 6-0.

8. OPEN DISCUSSION

Mr. O'Neil stated that, after discussion with the Housing and Redevelopment Authority (HRA) board, the HRA has decided not to change their meeting date or time.

Mr. O'Neil stated Sherburne County is initiating a billboard campaign in the metro area.

Mr. O'Neil reminded the Commissioners of the March 5, 2026 Commission Appreciation dinner.

Chair Westgaard stated he would not be available for the Joint Finance Committee meeting scheduled the following week. Mr. O'Neil will follow up with committee members on potential meeting dates.

9. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Calva and seconded by Commissioner Blesener to adjourn the meeting. Motion carried 6-0.

The regular meeting adjourned at 5:44 p.m. Chair Westgaard called the work session to order at 5:46 p.m.

10. WORK SESSION

10.1 Retail Recruitment Strategy and Consultant

Mr. O'Neil introduced **Lizzie Sanders of Retail Strategies**, who submitted a proposal to the EDA to assist with retail recruitment. She gave a presentation on what services their company could provide for the city including training on data interpretation.

Commissioner Blesener left the meeting at 6:08 p.m.

The Commissioners were interested in the concepts presented but agreed that the city needs to more clearly define what they are looking for in their own brand. Commissioner Wagner suggested looking for a local consultant.

Commissioner Grupa asked timeline of development along Highway 169 now that the project has been completed.

Commissioner Grupa commented that the City of Otsego will be growing. Chair Westgaard stated that Elk River should work on attracting more businesses.

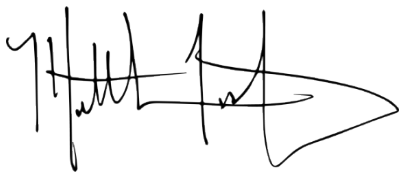
Mr. O'Neil summarized for consensus that the EDA may be interested in Retail Strategies' services in the future but, for now, wanted to evaluate retail needs in the community and set a path to better defining the community goals for retail recruitment.

II. MOTION TO ADJOURN

Moved by Commissioner Grupa and seconded by Commissioner Calva to adjourn the meeting. Motion carried 6-0.

The meeting adjourned at 6:23 p.m.

Minutes prepared by Katie Porath.



Matt Westgaard, EDA President



Jolene Richter, Deputy City Clerk