



**Meeting of the Economic Development
Authority
Held at the Elk River City Hall
Monday, July 20, 2026**

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, Economic Development Specialist Joshua Mollan, and Recording Secretary Dawn Robertson

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 05:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Moved by Councilmember Wagner and seconded by Councilmember Grupa to approve the agenda. Motion carried 7-0.

4. CONSENT AGENDA

Moved by Councilmember Calva and seconded by Commissioner Hartwig to approve the following consent items as outlined in their respective staff reports. Motion carried 7-0.

4.1 Check Register

4.2 Balance Sheet

4.3 Revenue/Expenditure Reports

4.4 DRAFT Together Elk River Minutes - March 16, 2026

5. OPEN FORUM

No one appeared for open forum.

6. PUBLIC HEARINGS

There were no public hearings on the agenda.

7. GENERAL BUSINESS

7.1 CDI Project Update

Mr. O'Neil shared that the projected closing date for the property will be the middle of August. He will have action items on the August 17, 2026, meeting agenda for the Board and Council's approval. CDI would like to break ground in August and wants to be operating in the new space in the spring. Staff shared a map of the property to show where CDI had requested access off of Twin Lakes. Staff and CDI have considered putting access on the property line. Mr. O'Neil noted the shared costs that would be involved and is working on the 1st draft, including cost share including the EDA property. There were several comments and considerations from the board about the shared easement and entrance, such as: any future buildings on the adjacent property would share the driveway with CDI, current traffic levels on Twin Lakes Road and sight lines for turning vehicles. Mr. O'Neil expressed that where the proposed entrance will be located has a ridge that helps with views of oncoming traffic.

The Board directed staff to continue working on egress plans for future consideration.

8. OPEN DISCUSSION

Mr. Mollan shared that 16 gardens participated in the Garden Gem program and have been reviewed. Next month the winners for the six categories will be awarded. Mr. Mollan mentioned that EDA continues to create Open for Business Reels and Development Minute videos for Social Media Sites.

9. MOTION TO ADJOURN REGULAR MEETING

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

10. WORK SESSION

The regular meeting adjourned at 5:45 p.m. President Westgaard called the work session to order at 5:47 p.m.

10.1 2027 Budget Workshop

Mr. O'Neil shared budget updates. The Board and Staff discussed future land purchases and what amount of money to keep in the operating reserve. Staff would like to hire a consultant to help make future land purchase recommendations. He mentioned the city should be acquiring 15–20 acre lots, but an outside expert may determine whether it should be more than that. The board wants to continue marketing and advertising and will consider an entry level tier of marketing. Mr. O'Neil wants the board to recognize the impact the 2027 downtown project is having on local businesses and consider ways to help.

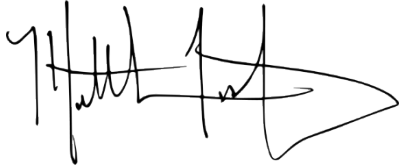
The Board directed staff to continue exploring possible land purchase options.

II. MOTION TO ADJOURN

Moved by Commissioner J. Brian Calva and seconded by Commissioner Cory Grupa to adjourn the meeting. Motion Carried 7-0.

The meeting adjourned at 06:05 PM

Minutes prepared by Dawn Robertson.

A handwritten signature in black ink, appearing to read 'Matt Westgaard', with a large, sweeping flourish at the end.

Matt Westgaard, EDA President

A handwritten signature in black ink, appearing to read 'Justin Dunford', with a large, circular flourish at the end.

Justin Dunford, City Clerk