Meeting of the Economic Development Authority
Held at the Elk River City Hall
Monday, August 19, 2024

Members Present:	Commissioners Cory Grupa, Matt Westgaard, 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 City Clerk Tina Allard

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 Charlie Blesener to approve the agenda. Motion Carried 6-0.

4. CONSENT AGENDA
   Moved by Commissioner Matt Westgaard and seconded by Commissioner Jeff Hartwig to approve the following consent items as outlined in their respective staff reports. Motion Carried 6-0.

   4.1 Draft EDA Minutes - July 15, 2024

   4.2 Check Register

   4.3 Balance Sheet

   4.4 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 2025 EDA Budget

Mr. O'Neil presented the staff report. He noted the Authority previously discussed including a new line item to consider destination/tourism marketing versus adding it to the professional services line item.

Moved by Commissioner Charlie Blesener and seconded by Commissioner Cory Grupa to approve the 2025 EDA budget and recommend the City Council include $427,000 in the preliminary levy. Motion Carried 6-0.

7.2 Levy for Debt Service on YMCA Bonds

Mr. O'Neil presented the staff report.

The Commission noted this was a formality as the levy was approved by voters in 2008.

Moved by Commissioner Jennifer Wagner and seconded by Commissioner Jeff Hartwig to adopt Resolution 24-04 establishing the 2025 referendum tax levy as approved by voters for a recreational facility to be leased to the YMCA facility. Motion Carried 6-0.

7.3 Subordination Agreements - Loan to Heritage Millwork

Commissioner Westgaard abstained due to conflict of interest. Mr. O'Neil presented the staff report. He did note the risk is low and it is fairly common to take a subordination position for this type of a loan.

Moved by Commissioner Charlie Blesener and seconded by Commissioner Jennifer Wagner to adopt Resolution 24-05 approving subordination agreements related to the Heritage Millwork Project. Motion Carried 6-0.

7.4 General Updates

Mr. O'Neil and Mr. Mollan provided an update on the following items:

- Butterfly Garden improvements completed by youth to be featured in the local newspaper.
- Video production of current city public art and its community value.
- Development Minute video production of Thunderstruck along with an article write-up.
- Together Elk River Committee is planning a ribbon cutting for Highway 169 Redefine and considering post-construction marketing in the future.
- Beaudry Oil and Propane expressed their thanks to the city for assistance on their expansion project.
- Sherburne County EDA meeting update, which covered recreation and tourism topics.
- Kwik Trip interest in the Fox Haven lot (is there an address for this? We should include it versus stating Fox Haven lot, as it will be easier to locate if any future research is needed)

8. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Jennifer Wagner and seconded by Commissioner Matt Westgaard to adjourn the meeting. Motion Carried 6-0.

The meeting adjourned at 5:45 p.m.

Minutes prepared by Tina Allard.

Dan Tveite, Chair

Tina Allard, City Clerk