



**Meeting of the Housing and
Redevelopment Authority
Held at the Elk River City Hall
Monday, February 3, 2025**

Members Present: Commissioner Dennis Chuba, Commissioner Lynn Caswell, Commissioner Mel Beaudry, Mayor John Dietz

Members Absent: Commissioner Nate Oval

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

I. 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 Beaudry and seconded by Commissioner Dietz to approve the agenda. Motion carried 4-0.

4. ANNUAL MEETING BUSINESS

4.1 Annual Election of Officers

Commissioner Caswell nominated Commissioner Chuba for Chair and was seconded by Commissioner Dietz. Motion Carried 4-0.

Commissioner Beaudry nominated Commissioner Oval for Vice Chair and was seconded by Commissioner Dietz. Motion Carried 4-0.

Commissioner Dietz nominated Commissioner Beaudry for Secretary and was seconded by Commissioner Caswell. Motion Carried 4-0.

4.2 Committee Appointments

Commissioner Dietz nominated Commissioner Oval and Commissioner Caswell and seconded by Commissioner Beaudry to continue on the Joint Finance Committee. Motion Carried 4-0.

4.3 Annual Review of Bylaws and Enabling Resolution

The staff report was presented.

Moved by Commissioner Caswell and seconded by Commissioner Dietz to approve an amendment to the Housing and Redevelopment bylaws changing the annual meeting month from February to January. Motion carried 4-0.

Moved by Commissioner Beaudry and seconded by Commissioner Caswell to approve a recommendation to the city council that compensation for Housing and Redevelopment Authority members be set at \$75 monthly. Motion carried 4-0.

5. CONSENT AGENDA

Moved by Commissioner Dietz and seconded by Commissioner Caswell to approve the following consent items as outlined in their respective staff reports. Motion Carried 4-0.

5.1 Draft Minutes - January 6, 2025

5.2 Check Register

5.3 Balance Sheet

5.4 Revenue/Expenditure Reports

5.5 2025 Meeting Schedule

6. OPEN FORUM

No one appeared for Open Forum.

7. GENERAL BUSINESS

7.1 Housing Rehabilitation Loan Program Update

The staff report was presented.

Commissioner John Dietz asked if all the interest rates were similar for all three groups. Mr. O'Neil stated that the Minnesota Housing is competitive and the main difference is in the amount of money they are willing to loan, which is larger than ours. He stated they could get back to them with the exact rate, but it is a favorable rate.

7.2 General Updates

The staff report was presented.

Mr. O'Neil explained they have been discussing the State Affordable Housing Aid funds from 2023 and are trying to work through the best ideas for use of the funds. He explained that Commissioner Beaudry has reached out to the local Faith In Action group to find out what partnership opportunities they have available. Mr. O'Neil stated that more than likely we will talk more about recommendations next month.

Commissioner Dietz asked how much money they had received from the state. Mr. O'Neil stated \$190,000. Commissioner Dietz asked if that was money they were going to get more of each year. Mr. O'Neil stated yes, about \$42,000 per year now, which is a perpetuity amount.

Commissioner Dietz asked if there were certain rules it could be spent on. Mr. O'Neil stated yes there can be and explained there has to be an affordability review based on the entity or the person's income.

Mr. O'Neil updated the board regarding the downtown plan, stating that they are participating with the Planning Department on the plan. He explained they are within a month or so of being in a good place. They are looking at what the future of downtown will look like and stated that there will most likely be redevelopment opportunities and that the board will take a lot from the plan where the next projects will be.

Commissioner Dietz asked if they were going to do a deeper dive into the housing study prepared by Sherburne County. Mr. O'Neil stated yes, March would be a good time to go over the study and they plan on doing a staff summary and possibly invite Sherburne County staff.

Mr. O'Neil stated he does not have an update regarding 555 Railroad Drive.

Mr. Mollan shared they did a Development Minute video on the Medical on Main project that has been published on the EDA YouTube and Facebook page.

Mr. Mollan stated if the entire HRA is in attendance, they will take a group photo at next month's meeting.

8. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Dietz and seconded by Commissioner Caswell to adjourn the meeting. Motion Carried 4-0.

The meeting adjourned at 5:48 p.m.

Minutes prepared by Jolene Richter.

9. WORK SESSION

10. MOTION TO ADJOURN



Denny Chuba, Chair



Tina Allard, City Clerk