Meeting of the Economic Development Authority
Held at the Elk River City Hall
Tuesday, January 21, 2025

Members Present:	President Matt Westgaard, Commissioners Cory Grupa, J. Brian Calva, Mike Beyer, Jennifer Wagner, and Charlie Blesener
Members Absent:	Commissioner Jeff Hartwig
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 5:32 p.m. by Acting President Beyer.

2. PLEDGE OF ALLEGIANCE

   The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

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

4. CONSENT AGENDA

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

   4.1 Draft EDA Minutes - December 16, 2024

   4.2 Check Register

   4.3 Balance Sheet

   4.4 Revenue/Expenditure Reports

   4.5 2025 Meeting Schedule

5. OPEN FORUM

No one appeared for Open Forum.

6. PUBLIC HEARINGS

There were no public hearings.

7. GENERAL BUSINESS

7.1 Annual Election of Officers

The staff report was presented.

Moved by Commissioner Mike Beyer and seconded by Commissioner Jennifer Wagner to nominate Jennifer Wagner as EDA Vice President for 2025. Motion carried 6-0.

Moved by Commissioner Cory Grupa and seconded by Commissioner Jennifer Wagner to nominate Jeff Hartwig as EDA Treasurer for 2025. Motion carried 6-0.

Moved by Commissioner Jennifer Wagner and seconded by Commissioner Mike Beyer to nominate Matt Westgaard as EDA President for 2025. Motion carried 6-0.

7.2 Committee Appointments

The staff report was presented.

Moved by Commissioner Cory Grupa and seconded by Commissioner J. Brian Calva to designate Charlie Blesener and Matt Westgaard to the EDA-HRA Joint Finance Committee for 2025. Motion carried 6-0.

Moved by Commissioner Matt Westgaard and seconded by Commissioner Mike Beyer to designate Jennifer Wagner and Charlie Blesener to the Together Elk River Committee for 2025. Motion carried 6-0.

Moved by Commissioner Charlie Blesener and seconded by Commissioner Jennifer Wagner to designate J. Brian Calva and Cory Grupa to the Beautification and Public Art Committee for 2025. Motion carried 6-0.

7.3 Designation of Official Depository

The staff report was presented.

Moved by Commissioner Charlie Blesener and seconded by Commissioner Jennifer Wagner to designate The Bank of Elk River as the official depository for the EDA for 2025 and 2026. Motion carried 6-0.

7.4 Annual Review of Bylaws and Enabling Resolution

The staff report was presented.

Moved by Commissioner Charlie Blesener and seconded by Commissioner Mike Beyer to

approve the EDA enabling resolution as outlined in the staff report. Motion carried 6-0.

7.5 Extension to the Real Estate Listing Agreement with Hardin Companies

The staff report was presented.

Moved by Commissioner J. Brian Calva and seconded by Commissioner Jennifer Wagner to approve a one-year extension to the Real Estate Listing Agreement with Hardin Companies. Motion carried 6-0.

7.6 General Updates

The staff report was presented.

Mr. O'Neil gave an update on the property for sale located at 17610 Tyler St NW. The Commission may want to consider dividing the property into smaller lots if they aren't able to sell the large lot. They may also want to consider taking care of some of the needed utility work and access to make it more appealing.

President Westgaard asked if it would be possible to add the north portion of the site to the business district and keep the southern portion as industrial park. Mr. O'Neil will look into whether this would be possible.

Mr. O'Neil stated he is working with some local companies on potential expansion plans and the next couple EDA meetings may have tax abatement information on those projects. He is also considering how to move forward on destination marketing which had $10,000 budgeted for 2025.

Commissioner Blesener asked if there was any progress on a hotel coming to Elk River. Mr. O'Neil responded that they have been working with a group over the past year and will start to expand the conversation to other groups.

Mr. Mollan gave an update on the Development Minute and Open for Business segments recently filmed or upcoming. He also gave an update on website traffic.

The commission should plan on having a new group photo prior to the February EDA meeting.

Commissioner Calva asked about the report that listed website traffic from other countries. Mr. O'Neil stated it could be legitimate or it could be spam.

8. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner J. Brian Calva and seconded by Commissioner Mike Beyer to adjourn the meeting. Motion carried 6-0.

The meeting adjourned at 6:02 p.m.

Minutes prepared by Katie Porath.

Matt Westgaard, Chair

Tina Allard, City Clerk