



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

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

Members Absent: None

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

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 Ovall and seconded by Commissioner Dietz to approve the agenda. Motion carried 5-0.

4. 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 5-0.

4.1 Draft Minutes - February 3, 2025

4.2 Check Register

4.3 Balance Sheet

4.4 Revenue/Expenditure Reports

5. OPEN FORUM

No one appeared for Open Forum.

6. GENERAL BUSINESS

6.1 Housing Rehabilitation Loan Program Update

Mr. Mollan presented the staff report. He stated that the staff are considering another marketing mailer inserted in ERMU bills along with a Star News spring home improvement ad. He explained to Commissioner Ovall the figures from 2024 loans issued, which was presented at the February meeting.

6.2 General Updates

Mr. O'Neil stated the downtown study is nearing completion. He noted that one thing among the discussion is public amenities such as a public restroom and that the HRA commission may need to be part of that future planning, including financial participation requests.

Mr. O'Neil asked the commission to think about the next big project the HRA should take on.

Mr. O'Neil reported that Sherburne County is considering a similar loan program as the HRA's rehab loan program; the term would be shorter, and it would likely be geared towards bringing a house into salable condition. Eligibility would be county-wide and could serve those properties outside Elk River's urban service district. He indicated available funds are anticipated to be around \$150,000 for the first year with the county applying for a state program loan match.

7. MOTION TO ADJOURN REGULAR MEETING

Moved by Commissioner Caswell and seconded by Commissioner Dietz to adjourn the regular meeting at 5:40 p.m. and go into worksession. Motion carried 5-0.

8. WORK SESSION

Chair Chuba called the work session to order at 5:45 p.m.

8.1 Summary of Sherburne County Housing Study

Mr. Mollan presented the commission with a handout and excerpts from the 2024 Sherburne County Housing Study. He stated staff will also provide a brief presentation to the city council at a future meeting.

Some of the staff's takeaways were regarding senior housing needs and the rental market, noting neither required the HRA to take any action at this time.

8.2 Discuss Statewide Affordable Housing Aid Program

Mr. O'Neil presented the staff report and discussed the options the HRA could take with regard to allocating the city's allowed funds from the Statewide Affordable Housing Aid program. He noted the city of Big Lake has decided to partner with Sherburne County Social Services and supplement the budgets of their programs, specifically towards funds for emergency rental assistance. Mr. O'Neil stated the option to also partner with Sherburne County is a possibility if we aren't able to find or create our own program for these funds.

Commissioner Ovall wondered if these funds could be used to aid first-time home buyers, providing more affordable housing opportunities and incentivizing builders to offer lower-cost options for new home buyers. He also wondered if the funds could be used for updating sewer pipes and electrical wiring to improve a home's safety and increase housing stock by bringing older homes onto the market.

Commissioner Caswell suggested the funds be used to assist the homeless population in finding temporary or permanent housing, and if the county could use these funds for homelessness.

Mr. O'Neil indicated staff would research those suggestions.

9. MOTION TO ADJOURN

Moved by Commissioner Oval and seconded by Commissioner Dietz to adjourn the worksession. Motion carried 5-0.

The meeting adjourned at 6:17 p.m.

Minutes prepared by Jennifer Green.



Denny Chuba, Chair



Tina Allard, City Clerk