



**Meeting of the Economic Development  
Authority  
Held at the Elk River City Hall  
Monday, July 21, 2025**

**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 Katie Porath

**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 Blesener and seconded by Commissioner Wagner to approve the agenda. Motion carried 7-0.**

**4. CONSENT AGENDA**

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

4.1 Draft Minutes - June 16, 2025

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.

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7. GENERAL BUSINESS

7.1 General Updates

Mr. Mollan gave an update on working with the Center for Energy and Environment to administer an HVAC mechanical workshop for businesses. Staff has been working with Furniture and Things Community Event Center to find a space for 30-40 people. The EDA could consider sponsoring the room rental fee.

Together Elk River Committee did not meet on July 21, 2025, but their summer 'play' marketing campaign is live.

The Garden Gem Awards nominations are live for the Beautification and Public Art Committee through the end of July. There are currently six nominations. A video and flyers have been created. Judging panels will tour properties in August.

Mr. O'Neil reviewed that Heritage Millwork received their Certificate of Occupancy. They still need to go through the TIF certification process. While working on this project, some conflicts with the energy rebate program were revealed. The policy will be re-evaluated to be more streamlined with Elk River Municipal Utilities.

8. MOTION TO ADJOURN REGULAR MEETING

The regular meeting adjourned at 5:37 p.m. President Westgaard called the work session to order at 5:38 p.m.

9. WORK SESSION

9.1 Workshop on 2026 Budget

Mr. O'Neil gave an overview of the proposed budget changes including options for increasing destination marketing budget, contributing to land acquisition, and hiring a consultant to represent the City at retail trade shows.

Mr. O'Neil reviewed the idea of adding \$100,000 to the budget for land acquisition to be prepared for future land purchase opportunities. \$5,000 was proposed to be added to the Public Art budget.

Commissioner Blesener stated that \$100,000 for land acquisition seemed like a small number. Mr. O'Neil responded that the goal would be to continue to add to the fund each year so that the EDA has funds available as properties become available for development. The intention is to build up the fund to make some large purchases in the future or work on properties to make them development ready.

Commissioner Calva stated he was not a fan of attending conventions and felt most engagement happened online now.

Chair Westgaard added that it was a good idea to continue to add a yearly amount to the land acquisition fund and make it part of each year's budget. He questioned how large of a balance the commission should carry and if they could justify it.

Commissioner Wagner agreed that the EDA needed to acquire more viable land inventory. She stated that the Commission needs to have more planning discussions on what type of land they may want to acquire and for what purpose, particularly along Highways 10 and 169. She felt the commission needs to prove to the Council and residents that an increase in the budget is warranted.

Commissioner Calva would like to see price tags on potential plats of land.

President Westgaard requested an alternative layout for the budget documents. Mr. O'Neil stated that he could work with the new budget software to create something that is easier to read.

The Commission agreed that it is easier to ask for an increase in the budget if they had homework to back it up. There will be community changes coming within the next few years and the Commission can use the next year to determine what they are looking toward and how to justify the cost.

10. MOTION TO ADJOURN

**Moved by Commissioner Beyer and seconded by Commissioner Wagner to adjourn the meeting. Motion carried 7-0.**

The meeting adjourned at 6:08 p.m.

11. CLOSED MEETING - PID # 75-00757-0105 - 17610 TYLER ST. NW

11.1 Statement to be read by the Chair:

"The Economic Development Authority will be closing the meeting pursuant to MN Statute Section 13D.05, Subdivision 3(c)(1) to consider offers or counteroffers relating to the sale of PID 75-00757-0105, 17610 Tyler ST. NW."

**Commissioners Present: President Westgaard, Commissioners Grupa, Hartwig, Calva, Westgaard, Beyer, Wagner, and Blesener**

**Staff Present: Economic Development Director Brent O'Neil, Economic Development Specialist Josh Mollan, and Records Specialist Katie Porath**

**Others Present: Ryan Hardin, Hardin Companies**

President Westgaard read the following statement:

11.2 Motion Calling Closed Meeting

President Westgaard called the closed meeting to order at 6:08 p.m.

**Moved by Commissioner Wagner and seconded by Commissioner Blesener to open the closed meeting. Motion carried 7-0.**

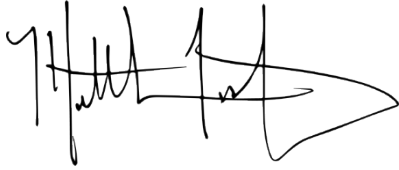
11.3 Hold Closed Meeting

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11.4 Motion to Adjourn Closed Meeting

**Moved by Commissioner Calva and seconded by Commissioner Beyer to adjourn the meeting. Motion carried 7-0.**

The meeting adjourned at 6:32 p.m.

Minutes prepared by Katie Porath.



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Matt Westgaard, EDA President



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Tina Allard, City Clerk