



**Meeting of the Housing and  
Redevelopment Authority  
Held at the Elk River City Hall  
Monday, July 7, 2025**

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

Members Absent: None

Staff Present: 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 Oval and seconded by Commissioner Beaudry to approve the agenda. Motion carried 5-0.**

4. CONSENT AGENDA

**Moved by Commissioner Caswell and seconded by Commissioner Oval to approve the following consent items as outlined in their respective staff reports. Motion carried 5-0.**

4.1 Draft HRA Minutes - June 2, 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

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Mr. Mollan presented the staff report. He indicated a loan closed in June and those details will appear in next month's reports. Mr. Mollan updated the HRA on the loan making sporadic payments previously discussed has overpaid their loan by nearly \$3200.00, so they are satisfactory on their loan account.

## 6.2 SAHA Allocation Update

Mr. Mollan presented the staff report. He explained that the framework for this program, shared a few months ago by Mr. O'Neil, was that these funds would be provided to housing programs managed by the Sherburne County Health and Human Services department. Mr. Mollan stated he and Mr. O'Neil met with county staff, who then recommended staff contact Main Street Family Services, an Elk River non-profit in the community for the past 8 years, who supports families in need and is a Sherburne County's preferred provider. After meeting with Main Street Family Services staff, they were advised that their staff would also be open to a partnership to implement a portion of the city's SAHA funds. Mr. Mollan asked the HRA to discuss a potential partnership to allocate those funds.

The HRA discussed this partnership and asked questions about Main Street Family Services. Staff had a video call with Julie Schultz, the executive director, who explained their offices are located on Jackson Street, and they provide emergency flex funding that goes directly to a landlord or bank for a person in need of housing funds. Most recently, they became a Community Resource Center which opens themselves up for these types of partnerships, according to Debbi Rydberg, who was present and answered a few questions about what she knew of Main Street Family Services.

Chair Chuba asked if there were residency requirements for working with this entity. Mr. Mollan and Ms. Rydberg weren't sure.

Commissioner Ovall asked to have Julie Schultz at next month's meeting. He expressed his reservations with Sherburne County not receiving the funds and asked if the city has a burden to determine if the resources are being properly distributed and an entity has been properly vetted. He wondered if the city has any obligation to use another community resource. He is aware there are other non-profits in the community that do similar things.

Mr. Mollan stated this entity came as a recommendation from Sherburne County since they direct their families to Main Street Family Services for assistance.

Chair Chuba asked if there was a dollar amount.

Mr. Mollan stated the amount was \$50,000 and the amount and guidelines can still be adjusted. The agreement with Sherburne County or Main Street Family Services would run through 2027 and then reviewed annually to adjust for a lower amount of state funding.

Commissioner Dietz asked that someone from Sherburne County Health and Human Services also attend next month's meeting to answer questions.

Commissioner Caswell asked if another loan organization could receive these funds.

Commissioner Dietz stated they wanted Sherburne County to be in receipt of these funds because they wanted them to distribute the resources without the city having to vet an entity.

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It was the consensus of the commission to have a representative from both Sherburne County and Main Street Family Services presented at the next meeting to answer these questions.

### 6.3 General Updates

Mr. Mollan provided the following updates:

- Mr. Mollan stated the August HRA meeting would have a budget workshop following the regular meeting.
- There may be a future meeting regarding a partnership between the HRA and a city property with code enforcement requirements.
- The Garden Gem Awards are now live and staff have already received two nominations. Mr. Mollan indicated he is working on social media videos and posts outlining details with a deadline for nominations of July 31. There will also be an article on the city website and postcards distributed.
- Mr. Mollan updated the HRA that the Downtown Small Area Plan was approved at last month's City Council meeting.

Chair Chuba asked if the city still has a booth at the Farmers Market. He wondered if the city could promote upcoming events and the Garden Gem award program.

Mr. Mollan indicated the city does have a booth at the Farmers Market and flyers are distributed there for the Garden Gem program and Elk Riverfest, among other things.

Commissioner Dietz updated the HRA that the long grass needing mowing at the Main and Gates properties is the responsibility of the developer.

## 7. MOTION TO ADJOURN

**Moved by Commissioner Ovall and seconded by Commissioner Caswell to adjourn the meeting. Motion carried 5-0.**

The meeting adjourned at 05:45 p.m.

Minutes prepared by Jennifer Green.



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Denny Chuba, Chair



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Tina Allard, City Clerk