



**Meeting of the Housing and
Redevelopment Authority
Held at the Elk River City Hall
Tuesday, September 2, 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 Katie Porath

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:00 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

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

4. CONSENT AGENDA

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

4.1 DRAFT Minutes - August 4, 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 Presentation - Garden Gem Awards

Mr. Mollan presented the staff report. There were 12 entries and winners in 4 of the 5 categories.

Tracey Sando, winner of the Single-family home built before 2000 award, **Sarah Quesenberry**, winner of the Single-family home built 2000 or later award, and **Eileen Stombaugh**, representing Handke Center, winner of the Neighborhood award, were present. Chair Chuba presented certificates to the winners.

Commissioner Ovall thanked staff for initiating the award.

6.2 Housing Rehabilitation Loan Program Update

Mr. Mollan presented the staff report. An \$8,151 loan is now being reported for an HVAC system.

A quarter page ad will run in the Star News for the Fall Home Improvement issue in September.

6.3 SAHA Allocation Discussion - Main Street Family Services

Mr. Mollan presented the staff report.

Commissioner Beaudry asked if some of the Statewide Affordable Housing Aid (SAHA) money would also be given to Habitat for Humanity. Mr. Mollan stated that it would be from the same funding source but a separate dollar amount.

Mr. Mollan stated the proposed funding for Main Street Family Services (MSFS) was \$50,000 through the end of 2026.

Commissioner Caswell asked if the money would be given in a lump sum or as clients have a need. Mr. Mollan stated the proposal was to give MSFS a payment every 3-6 months.

Commissioner Caswell asked about the process of auditing MSFS. Mr. Mollan responded that they would report back quarterly and the City needs to report to the State annually.

Commissioner Ovall asked about the size of the overall organizational budget of MSFS and if they had prepared the information found in the packet. Staff did not have the total budget for MSFS and verified that MSFS had prepared the report included in the packet. Ovall indicated the report contained detailed restrictions.

Moved by Commissioner Dietz and seconded by Commissioner Beaudry to make a recommendation to the City Council for disbursing Statewide Affordable Housing Aid (SAHA) funds of \$50,000 to Main Street Family Services (MSFS) quarterly in 2026. Motion carried 5-0.

The agreement will go to the City Council for final approval.

6.4 2026 Budget Approval and Levy Recommendation

Mr. O'Neil presented the staff report. The Commission noted there were no significant changes from the August meeting discussion.

Moved by Commissioner Dietz and seconded by Commissioner Caswell to approve Resolution 25-03 adopting the 2026 HRA budget and recommending \$469,450 be included in the Preliminary Levy. Motion carried 5-0.

7. MOTION TO ADJOURN

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

The meeting adjourned at 6:20 p.m.

Minutes prepared by Katie Porath.



Denny Chuba, Chair



Tina Allard, City Clerk