



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
northfieldmn.gov

Meeting Minutes - Final Housing & Redevelopment Authority

Thursday, July 6, 2023

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA

CALL TO ORDER AND ROLL CALL

Vice Chair Gerdes called the meeting to order at 6:01pm.

Present: 5 - Board Member Jayne Hager Dee, Vice Chair Sandra Gerdes, Board Member James Crow, Board Member George Zuccolotto and Board Member Maelynn Thomas

Absent: 1 - Chair Brent Nystrom

ALSO PRESENT:

Housing Coordinator Melissa Hanson, Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

George arrived at 6:02pm after the agenda was approved.

A motion was made by Board Member Dee, seconded by Board Member Thomas, to approve the agenda. The motion carried by the following vote:

Yes: 4 - Board Member Dee, Vice Chair Gerdes, Board Member Crow and Board Member Thomas

Not Present: 1 - Board Member Zuccolotto

APPROVAL OF MINUTES

1. [23-1194](#) May 4, 2023 HRA Meeting Minutes

Attachments: [1 - 05-04-2023 HRA Meeting Minutes](#)

A motion was made by Board Member Crow, seconded by Board Member Dee, to approve the May 4th, 2023 HRA Meeting Minutes. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Vice Chair Gerdes, Board Member Crow, Board Member Zuccolotto and Board Member Thomas

OPEN PUBLIC COMMENT

Katie Berglund, 120 Arbor St. - Aspen Park zoning issue, Northcountry development. Thought the land was zoned for parks only. Area behind her home is Aspen Park and they would like to keep it that way. Asking City to honor what the current zoning map says on the website.

Brenda Shelby, 124 Arbor St. - would like for the area around them to remain as

parkland. Would like communication on what is going on in their backyard.

Vern Koester, 2351 Division St. S. - is not in favor of putting in dense housing in this area.

Dave Berglund - 120 Arbor St. - has concerns of the durability of manufactured homes. Would like to see framed homes. Possibility pair up with Habitat for Humanity.

Mike Reiland, Reiland Homes - in favor of affordability, would like to see a partnership with Habitat for Humanity and/or other builders.

REGULAR AGENDA

2. [23-1272](#) HRA to Approve a \$4,000 Grant to Restore Recovery for Deposit and First Month's Rent for Two (2) Tenants.

Housing Coordinator Melissa Hanson introduced Restore Recovery.

Mindy Mueller, Chief Operating Officer for Restore Recovery located at 410 Oxford thank the board for having them and she introduced Christine who is their first tenant. Christine from Minneapolis, gave a brief overview of her past dealing with abuse and addiction. She noted that finding Restore Recovery has saved her from going back to a horrible lifestyle.

Meg Gauthier, board member - talked about the mission of Restore Recovery. Asking for \$4,000.00 to help women like Christine. The money would help with a security deposit and first months rent for 2 women.

A motion was made by Board Member Crow, seconded by Board Member Thomas, to approve a \$4,000.00 Grant to Restore Recovery for Deposit and First Month Rent for Two (2) Tenants. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Vice Chair Gerdes, Board Member Crow, Board Member Zuccolotto and Board Member Thomas

3. [HRA Res. 2023-006](#) HRA to approve the purchase of real property located at 308 Cherry Street North, Northfield, MN 55057.

Attachments: [1 - HRA Resolution](#)

A motion was made by Board Member Dee, seconded by Board Member Zuccolotto, to approve the purchase of real property located at 308 Cherry Street North, Northfield, MN. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Vice Chair Gerdes, Board Member Crow, Board Member Zuccolotto and Board Member Thomas

4. [23-1273](#) Schult Homes Tour Summary.

Attachments: [1 - Manufactured Housing Summary](#)

Housing Coordinator Melissa Hanson introduced this item noting the HRA went to Redwood Falls to take a tour of Schult Homes, where they build manufactured homes.

Each board member gave their feedback of the tour:

Board Member Crow- happy to start the conversation on options for what to do with this land. Cons - homes are built on metal chasses that is permanent, affordability, need a

separate shelter for severe weather (HUD regulation), accessibility (they have stairs).
Board Member Hager Dee - sent Corey a thank you from us. Still concerned about affordability, impressed with quality, unattractive skirting on the home, is it real property from a title standpoint?

Vice Chair Gerdes - thankful for the tour, was impressed with the durability, provided space and amenities that was attractive.

Board Member Thomas - was unable to go but saw the presentation and has additional questions on financing and who are they affordable for?

Board Member Zuccolotto - was unable to go but noted that Northfield needs density & growth and is excited to start the conversation on this.

5. [23-1274](#) HRA to Consider Northcountry Cooperative Foundation's Request to Enter into an Exclusive, Non-Binding Contract.

Attachments: [1 - Enterprise and Wells Fargo Foundation Housing Affordability Breakthrough Challenge](#)

Informational item only. No discussion or action taken on this item.

6. [23-1275](#) Community Development Block Grant (CDBG) Fiscal Year (FY) 2022-2023.
July 1, 2022 - June 30, 2023

Attachments: [1 - NFLD CDBG Budget Status Report July 2022](#)
[2 - CDBG Funding Structure](#)

Informational item only. No action taken on this item.

7. [23-1276](#) Local Housing Trust Fund and Budget Prep.

Attachments: [1 - Ord. 1034 FINAL SIGNED](#)
[2 - Northfield Local Housing Trust Fund Housing Grant Program Criteria](#)

Informational item only. No action taken on this item.

8. [23-1277](#) 2024 Board and Commission Appointment Process Update

Attachments: [2024 Board and Commission Vacancy Summary](#)

Board Member Hager Dee and Vice Chair Gerdes are up for reappointment this year and there is another partial position to be filled.

STAFF UPDATES

9. [23-1278](#) The HRA Board shall be given an update on outstanding HRA/City and housing related items.

Attachments: [1 - Commissioner Training Series](#)

Working with Northcountry Foundation, Waterford looking to do move at the end of July, working with current renters to purchase homes or move out, 3 interns in the Community Development department this summer, Spring Creek II update.

BOARD MEMBER AND COMMISSIONER REPORTS

None.

ADJOURNMENT

A motion was made by Board Member Thomas, seconded by Board Member Zuccolotto, to adjourn the meeting at 7:10pm. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Vice Chair Gerdes, Board Member Crow, Board Member Zuccolotto and Board Member Thomas