



City of Northfield

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

Meeting Minutes - Draft Housing & Redevelopment Authority

Thursday, October 3, 2024

6:00 PM

Council Chambers

6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

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

Present: 6 - Vice Chair James Crow, Board Member George Zuccolotto, Board Member Brent Nystrom, Board Member Tim Freeland, Galen Malecha and Board Member Michael Thorsteinson

Absent: 1 - Board Member Maelynn Thomas

ALSO PRESENT

Community Development Director Jake Reilly, Housing Coordinator Melissa Hanson, Emery John, Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

A motion was made by Vice Chair Crow, seconded by Board Member Nystrom, to approve the October 3, 2024 HRA agenda. The motion carried by the following vote:

Yes: 5 - Vice Chair Crow, Board Member Nystrom, Board Member Freeland, Chair Malacha and Board Member Thorsteinson

Not Present: 2 - Board Member Zuccolotto and Board Member Thomas

APPROVAL OF MINUTES

1. [24-600](#) September 19, 2024 HRA Meeting Minutes

Attachments: [09-19-2024 HRA Meeting Minutes](#)

A motion was made by Vice Chair Crow, seconded by Board Member Thorsteinson, to approve the September 19, 2024 HRA Meeting Minutes. The motion carried by the following vote:

Yes: 5 - Vice Chair Crow, Board Member Nystrom, Board Member Freeland, Chair Malacha and Board Member Thorsteinson

Not Present: 2 - Board Member Zuccolotto and Board Member Thomas

OPEN PUBLIC COMMENT

Olivia with Enterprise Community Partners, a national non-profit in affordable housing and Community Development is doing work here in Northfield under a grant that focuses on housing and education. They did an assessment in 2022 of the housing and education

landscape of Northfield. After the assessment, they created 23 solutions and have narrowed it down to the top 5, to start with immediately, with the help of NREEC. (Northfield Racial Ethnic Equity Collaborative)

Emily Culver is the Network Impact Coordinator for NREEC and will be working with Enterprise and NREEC to help carry out goals.

REGULAR AGENDA

2. [24-601](#) 2024 Housing Needs Assessment.

Attachments: [1. Maxfield Housing Analysis Presentation](#)
[2. Northfield Housing Analysis](#)

Mary Bujold, with Maxfield gave a PowerPoint presentation regarding the Northfield Housing Study. She reviewed the Project Scope, Northfield growing at a consistent rate, Demographic Analysis, Apartment Development Trends, Demand Methodology, Housing Costs, Rental Housing Recommendations, Why is entry-level & middle market missing etc.

Mary Bujold answered question from the board members.

George Zuccolotto arrived at 6:16pm.

Mar Valdecantos noted that Northcountry Foundation stated their homes are going to be affordable but they need to be under \$200K to be affordable.

STAFF UPDATES

3. [24-602](#) The HRA Board shall be given an update on outstanding HRA/City and housing related items.

4. [24-603](#) Community Development Director updates

Attachments: [1 - CAMP Menu](#)
[2 - Preservation Brief 16 Substitute Materials 2023](#)
[3 - July 2024 Comprehensive Plan Update](#)
[4 - August 2024 Comprehensive Plan Update](#)
[5 - September 2024 Comprehensive Plan Update](#)
[6 - Steering Committee Packet - July 2024](#)
[7 - Steering Committee Packet - August 2024](#)
[8 - Comp Plan Adoption Calendar](#)

Please attend - Boards and Commissions training meeting will be held on Oct. 22 from 5pm - 7:30pm at the NCRC.

BOARD MEMBER AND COMMISSIONER REPORTS

ADJOURNMENT

A motion was made by Board Member Zuccolotto, seconded by Board Member Nystrom, to adjourn the meeting at 7:30pm. The motion carried by the following vote:

Yes: 6 - Vice Chair Crow, Board Member Zuccolotto, Board Member Nystrom, Board Member Freeland, Chair Malacha and Board Member Thorsteinson

Not Present: 1 - Board Member Thomas