



City of Northfield

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

Meeting Minutes - Final Housing & Redevelopment Authority

Thursday, December 5, 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 6:04pm.

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

Absent: 2 - Board Member Maelynn Thomas and Board Member Michael Thorsteinson

Also present: Community Development Director Jake Reilly, Community Development Staff Emery John, Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

Chair Malecha noted that the Community Action Center will be the first presentation of the night. Motion carried by the following vote:

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

APPROVAL OF MINUTES

1. [24-717](#) November 7, 2024 HRA Meeting Minutes

Attachments: [11-07-2024 HRA Meeting Minutes](#)

A motion was made by Vice Chair Crow, seconded by Board Member Freeland, to approve the November 7, 2024 HRA Meeting Minutes. The motion carried by the following vote:

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

PRESENTATIONS

4. [24-720](#) Community Action Center of Northfield Update.

Attachments: [1. CAC Update and Rental Assistance Proposal](#)

Scott Wopata, CAC Executive Director gave an update on:

- Hillcrest Village and how it is being occupied. This Hillcrest Village update is given because the HRA has provided a forgivable loan to the CAC.*
- Emergency Housing - supported approximately 360 individuals this year in Northfield.*

- \$267,000 was given in rental assistance in 2024.
- 30% of Northfield residents receive some type of service from CAC.

2. [24-718](#) Northfield Union of Youth Update.

Kelly Podracky, Union of Youth Executive Director, gave an update on the Wallflower Project noting success stories of how it has been able to help individuals with the funds from the HRA. Union of Youth added a full-time housing coordinator, Adam Willy.

3. [24-719](#) Rice County Habitat for Humanity Update.

Attachments: [1. Rice County Habitat for Humanity 2024 Update](#)
[2. Attachments to RCHH 2024 Update](#)

Dayna Norvold, Rice County Habitat for Humanity Executive Director. Norvold noted 2024 has been a challenging year because of USDA World Development 502 program ran out in March, rise in appraisals and rise in construction costs. Forest Ave. update - applicant has been approved and looking at putting a modular house on that property. Star Fish project - a family is in the home!

OPEN PUBLIC COMMENT

No comment.

REGULAR AGENDA

5. [24-721](#) Northfield Union of Youth Wallflower House.

Attachments: [1. NUY 2024 Year-to-Date Report](#)
[2. Southeast MN 2023 Homeless Study](#)
[3. Draft Wallflower House MOU](#)

Kelly Podracky, Union of Youth Executive Director

2024 review:

- 380 youth visited the Key over 5,000 times this year.
- 16 youth received over 130 nights of safe shelter.
- 75 youth received mental health assistance.

2025 goals:

- Wallflower house, rental property on 6th St. - will be used for transitional housing for ages 18-24.
- Hiring additional housing support position.

6. [24-722](#) HRA to Receive Update on HRA Resolution 2024-005.

Attachments: [1. HRA Resolution 2024-005](#)
[2. 307 Sumner Update](#)
[3. Attachments to Sumner Update](#)

Norm Oberto, gave an update on the redevelopment of 307 Sumner St.. Oberto noted they are looking at creating 4 homes on this property and showed the board members their vision of this project. Dayna Norvold and Brian Novak also gave additional

information and answered questions from the board members.

The board is waiting until next month to make a decision on what the next steps are going to be.

7. [24-723](#) City of Northfield Housing and Redevelopment Authority to Consider Additional Property Purchase at 706 and 716 2nd Street West, Northfield.

Attachments: [1. HRA Resolution for purchase of 706 and 716 2nd St](#)
[2. Purchase Agreement - 706 and 716 2nd St W](#)

Community Development Director Jake Reilly introduced this item noting City Council approved the sale and we are just formalizing the HRA Resolution.

A motion was made by Vice Chair Crow, seconded by Board Member Freeland, to approve HRA Resolution 2024-007 - the acquisition of real property, 706 and 716 2nd Street West, Northfield, MN. The motion carried by the following vote:

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

8. [HRA Res. 2024-008](#) 2025 HRA Budget Allocations.

Attachments: [1. BS&A Budget Summary Report](#)
[2. 2025 HRA Budget Summary](#)
[3. Resolution for 2025 Budget Allocations](#)

Community Development Jake Reilly introduced this item and answered questions from board members.

A motion was made by Board Member Nystrom, seconded by Vice Chair Crow, to approve the HRA Resolution 2024-008 Authorizing the 2025 HRA Budget Allocations. The motion carried by the following vote:

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

STAFF UPDATES

9. [24-724](#) The HRA Board shall be given an update on outstanding HRA/City and housing related items.

Community Development Director Jake Reilly gave updates on:

- Holiday Social on Dec. 10th at 5pm at Reunion
- Transportation Town Hall Meeting on Dec. 11th at 5:30pm in the Northfield High School
- Text only - Comp Plan draft will be online this week

MN Housing Tax program deadline is tomorrow (12/5) and Housing Coordinator Melissa Hanson is finishing her professional development class.

Thank you Board Member Zuccolotto for your service on the HRA and City Council!

BOARD MEMBER AND COMMISSIONER REPORTS

ADJOURNMENT

A motion was made by Board Member Nystrom, seconded by Board Member Zuccolotto, to adjourn the meeting at 7:36pm. The motion carried by the following vote:

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