



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Housing & Redevelopment Authority

Thursday, January 11, 2018

5:00 PM

Council Chambers

Rollcall

Also Present: Janine Atchison - Housing Coordinator, Chris Heineman - Community Development and Planning Director, Kimberly Hernandez - Youth Member, Kris Vohs - Former HRA Member, Greg Jandro - Braun Intertec and Leah Hall - Three Rivers Community Action via conference call, Barb Neitzel - Recording Secretary

Present: 3 - Jayne Hager Dee, Dayna Norvold and Erica Zweifel

Absent: 2 - Kevin Fink and Brent Nystrom

I. Call to Order and Approval of Agenda

A motion was made by Board Member Dee, seconded by Board Member Zweifel, to approve the January 11, 2018 HRA Agenda. The motion carried by the following vote:

Yes: 3 - Board Member Dee, Board Member Norvold and Board Member Zweifel

II. Approval of Minutes

1. [18-028](#) December 14, 2017 HRA Minutes

Attachments: [12-14-17 HRA Minutes](#)

A motion was made by Board Member Zweifel, seconded by Board Member Dee, to approve the December 14, 2017 HRA Minutes. The motion carried by the following vote:

Yes: 3 - Board Member Dee, Board Member Norvold and Board Member Zweifel

III. Unfinished Business

2. [18-029](#) Southbridge Land Swap Proposal-Koester

Attachments: [Boring Locations](#)

Staff distributed the preliminary soil evaluation report prepared by Braun Intertec.

Greg Jandro, Braun Intertec, reported the overall test results were pretty good. Some corrections were needed on the S4 boring site on the Koester land.

Staff will get an estimated cost of corrections when the final Braun Intertec report is

received.

C. Heineman stated he recently met with the Koester's and learned that they had changed their plans and are no longer seeking a land swap for various reasons.

Leah Hall, Three Rivers, stated they are still excited to move forward with the townhouse development on the HRA land.

Staff noted she will engage ISG to prepare concept plans for just the HRA property.

A motion was made by Board Member Dee, seconded by Board Member Zweifel, to approve up to \$2,000 for ISG to prepare concept plans. The motion carried by the following vote:

Yes: 3 - Board Member Dee, Board Member Norvold and Board Member Zweifel

3. [HRA Res. 2018-001](#) Community Development Block Grant 2018 Allocation

Attachments: [CDBG Application Resolution](#)
[CDBG Fund Balance 12-06-2017](#)
[CDBG-Application-PY18](#)
[CDBG-Application-PY18-2](#)

The board reviewed the allocation recommended by staff which includes:

Northfield Union of Youth Homelessness Program - \$9,000
Home Matters Residential Rehabilitation Program - \$5,000
Northern Oaks Rehabilitation Project - \$47,000

Chair Norvold would like to have a discussion on ways to improve the Down Payment Assistance Program in the future.

A motion was made by Board Member Zweifel, seconded by Board Member Dee, to approve HRA Resolution 2018-001 - Approving the Application for Fiscal Year 2018-19 Dakota County Community Development Block Grant Funding as recommended by staff. The motion carried by the following vote:

Yes: 3 - Board Member Dee, Board Member Norvold and Board Member Zweifel

V. Reports and Discussion Items

- a) Commissioner Comments and Reports
- b) Staff Updates and Reports
- c) Comments from the Chair

C. Heineman noted an ad hoc committee, including a representative from the HRA, will be formed to discuss the 2011 master planning project for the area west of the hospital.

Staff briefly explained why the Maple Street Project plan would not be available until the February HRA meeting.

The board discussed changing the 2018 HRA meeting day.

VI. Adjournment

The meeting adjourned at 6:07 p.m.