



City of Northfield

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

Meeting Minutes - Draft Housing & Redevelopment Authority

Tuesday, October 23, 2018

4:00 PM

Council Chambers

Roll Call

Also Present: Janine Atchison - Housing Coordinator, Michael Ericson - Interim Community Development and Planning Director, Mila Matney - Youth Member, Mar Valdecantos - Governor's Task Force on Housing, Leah Hall - Three Rivers Community Action, Barb Neitzel - Recording Secretary

Present: 4 - Jayne Hager Dee, Dayna Norvold, Kevin Fink and Brent Nystrom

Absent: 1 - Erica Zweifel

I. Call to Order and Approval of Agenda

A motion was made by Board Member Fink, seconded by Board Member Dee, to approve the October 23, 2018 HRA Agenda. The motion carried by the following vote:

Yes: 4 - Board Member Dee, Board Member Norvold, Board Member Fink and Board Member Nystrom

II. Approval of Minutes

1. [18-526](#) September 25, 2018 HRA Minutes

Attachments: [9-25-18 HRA Minutes](#)

A motion was made by Board Member Fink, seconded by Board Member Nystrom, to approve the September 25, 2018 HRA Minutes. The motion carried by the following vote:

Yes: 4 - Board Member Dee, Board Member Norvold, Board Member Fink and Board Member Nystrom

IV. New Business Items

2. [18-527](#) Governor's Task Force on Housing Presentation by Mar Valdecantos

Attachments: [GTFH Goals and Recs_with title](#)
[Governor's Housing Task Force Report_FINALa \(1\)](#)

Mar Valdecantos, core member of the Governor's Task Force on Housing, presented the report by the Governor's Task Force called More Places to Call Home: Investing in

Minnesota's Future. She outlined the goals and recommendations which include:

- Commit to Homes as a Priority
- Preserve the Homes We Have
- Build More Homes
- Increase Home Stability
- Link Homes and Services
- Support & Strengthen Homeownership

3. [HRA M2018-008](#) Rental Vacancy Survey & Full Market Housing Analysis

Staff made a request for the HRA to approve the cost of a housing market study. The Rice County Housing Study based on the 2016 census data outlined demographics but did not address specific housing needs for seniors and workforce housing. Also, the report did not reflect accurate vacancy rates. A market housing study would be required to obtain those statistics.

The HRA excluded a housing market study at this time but did vote to move forward with a market rental vacancy rate study.

A motion was made by Board Member Dee, seconded by Board Member Nystrom, to approve spending \$3000-\$4000 for a market rental vacancy study in Northfield. The motion carried by the following vote:

Yes: 3 - Board Member Dee, Board Member Fink and Board Member Nystrom

No: 1 - Board Member Norvold

III. Unfinished Business

4. [18-528](#) 2018 Street Assessment Assistance Program Report

Attachments: [2012 - 2018 Street Assessments](#)

This item was not discussed due to time constraints.

5. [18-529](#) Rental Income & Expense Report - 3rd Quarter

Attachments: [3rd Qtr Income & Expense Report](#)

This item was not discussed due to time constraints.

6. [18-530](#) Community Development Block Grant (CDBG) Quarterly Report

Attachments: [CDBG Fund Balance 9-30-2018](#)

This item was not discussed due to time constraints.

7. [18-531](#) Financial Report - 3rd Quarter

Attachments: [2018-3rd Qtr Financials](#)

This item was not discussed due to time constraints.

V. Reports and Discussion Items

a) Commissioner Comments and Reports

b) Staff Updates and Reports

c) Comments from the Chair

Staff reported on the success of the fall clean up of Viking Terrace and Florellas. She praised the volunteer help from the Key and suggested making a donation for their efforts.

Present: 4 - Jayne Hager Dee, Dayna Norvold, Kevin Fink and Brent Nystrom

Absent: 1 - Erica Zweifel

VI. Adjournment

The meeting adjourned 5:00 p.m.