



City of Northfield

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

Meeting Minutes - Draft Housing & Redevelopment Authority

Tuesday, September 22, 2020

4:00 PM

[GoTo Meeting](#)

Rollcall

Present: 5 - Jayne Hager Dee, Kevin Fink, Erica Zweifel, Brent Nystrom and Sandra Gerdes

Call to Order and Approval of Agenda

Chair Nystrom called the meeting to order at 4:03pm.

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

Yes: 5 - Board Member Dee, Board Member Fink, Board Member Zweifel, Board Member Nystrom and Board Member Gerdes

Also present: Youth member- TJ Myers, Colin Zweber, Mark Zweber, Dayna Norvold, Molly Just, Mar Valdecantos, Olivia Frey and G. Washburn

Approval of Minutes

1. [20-489](#) August 25, 2020 HRA Meeting Minutes

Attachments: [8-25-20 HRA Minutes](#)

A motion was made by Board Member Dee, seconded by Board Member Gerdes, to approve the August 25, 2020 Meeting Minutes. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Board Member Fink, Board Member Zweifel, Board Member Nystrom and Board Member Gerdes

New Business Items

2. [20-490](#) Riverside Northfield, LLC (Riverside), FKA Florella's Manufactured Home Park

Attachments: [HRA Update September 2020](#)
[HRA Support Letter](#)

Housing Coordinator Melissa Hanson introduced this item and Colin Zweber, owner of Riverside Northfield, LLC.

Colin Zweber gave an update on the Forella's. He is asking the HRA for a letter of support to the Minnesota Housing Finance Agency for their Manufactured Housing

Community Redevelopment Program.

A motion was made by Board Member Dee, seconded by Board Member Gerdes, to approve a letter of support from the HRA with Chair Nystrom's signature on it. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Board Member Fink, Board Member Zweifel, Board Member Nystrom and Board Member Gerdes

3. [20-491](#) Mobile Home Energy Efficiency Kits

Attachments: [Request to City of Northfield - conservation kits fall 2020](#)

Housing Coordinator Melissa Hanson introduced this item and answered questions posed by the HRA.

A motion was made by Board Member Zweifel, seconded by Board Member Fink, to approve the Mobile Home Energy Efficiency Kits. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Board Member Fink, Board Member Zweifel, Board Member Nystrom and Board Member Gerdes

4. [20-492](#) Brief Update on Rental Licensing Program and Policy Initiative

Attachments: [Northfield Rental Housing Program UpdateHRASept20020](#)

Community Development Director Mitzi Baker introduced this item and answered questions posed by the HRA.

Molly Just with WSB gave a PowerPoint presentation on where they are at with the study and the next steps noting that they have had a great response rate to surveys.

Reports and Discussion Items

Staff Updates:

HRA Retreat set for December 16, 2020 from 2-5pm (first 15 minutes of the retreat for official business if needed)

A motion was made by Gerdes, seconded by Fink to move the December 22, 2020 HRA meeting to December 16, 2020 at 2pm. All in favor, motion passes.

The November 24, 2020 HRA meeting will stay as is.

Housing Coordinator Melissa Hanson gave an update regarding RFP for professional management, Slip Stream regarding inspections/assessments when they apply for the Mobile Home rehab programs, Fall clean up days on October 10 for Viking Terrace, Florella's and Northfield Estates.

Board Member Zweifel noted that Council passed HRA preliminary levy!

Board Member Hager Dee asked for an update regarding the houses that St. Olaf is removing to build dorms.

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

Adjournment

A motion was made by Board Member Dee, seconded by Board Member Fink, to adjourn the meeting at 5:31pm.