



City of Northfield

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

Meeting Minutes - Draft Housing & Redevelopment Authority

Tuesday, August 31, 2021

4:00 PM

Council Chambers

4:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

Chair Nystrom called the meeting to order at 4:11pm.

Present: 7 - Board Member Jayne Hager Dee, Board Member Kevin Fink, Chair Brent Nystrom, Board Member Sandra Gerdes, Board Member James Crow, Board Member Clarice Grabau and Board Member Teng Lee

ALSO PRESENT

Housing Coordinator Melissa Hanson, Community Development Director Mitzi Baker, and Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

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

Yes: 7 - Board Member Dee, Board Member Fink, Chair Nystrom, Board Member Gerdes, Board Member Crow, Board Member Grabau and Board Member Lee

APPROVAL OF MINUTES

1. [21-488](#) July 27, 2021 HRA Meeting Minutes

Attachments: [07-27-2021 HRA Meeting Minutes](#)

A motion was made by Board Member Fink, seconded by Board Member Gerdes, to approve the July 27, 2021 HRA minutes. The motion carried by the following vote:

Yes: 7 - Board Member Dee, Board Member Fink, Chair Nystrom, Board Member Gerdes, Board Member Crow, Board Member Grabau and Board Member Lee

NEW BUSINESS

2. [21-489](#) Affordable Housing Trust Fund

Attachments: [HRA Support Ordinance 08-31-21](#)
[2021MHPLHTE](#)
[MN Communities with LHTFs.xlsx](#)
[LHTFs In MN Featured Stories](#)

Housing Coordinator Melissa Hanson introduce this item and gave a Power Point

presentation.

Community Development Director Mitzi Baker answered questions from the Board Members.

A motion was made by Board Member Fink, seconded by Board Member Dee, to approve the Affordable Housing Trust Fund. The motion carried by the following vote:

Yes: 7 - Board Member Dee, Board Member Fink, Chair Nystrom, Board Member Gerdes, Board Member Crow, Board Member Grabau and Board Member Lee

3. [21-490](#) Amendment to Purchase Agreement for HRA sale of land to Three Rivers Community Action

Attachments: [1 - First Amendment to Vacant Land Purchase Agreement 081321](#)
[2 - Spring Creek II Purchase Agreement signed](#)

Housing Coordinator Melissa Hanson introduced this item and gave an update on the timeline extension date. Noting the new date being March 31, 2022.

Community Development Director Mitzi Baker answered questions posed by Board Members.

A motion was made by Board Member Grabau, seconded by Board Member Crow, to extend the Purchase Agreement for HRA sale of land to Three Rivers Community Action until March 31, 2022. The motion carried by the following vote:

Yes: 7 - Board Member Dee, Board Member Fink, Chair Nystrom, Board Member Gerdes, Board Member Crow, Board Member Grabau and Board Member Lee

REPORTS FROM COMMISSION MEMBERS AND CHAIR

Chair Nystrom - asked for an update on MN DOT property and noted he will be on a board for how to spend recovering act dollars.

Board Member Grabau - Noted the Hillcrest Village groundbreaking will be on Thursday.

STAFF UPDATES

4. [21-491](#) Staff update on Outstanding Items

Housing Coordinator Melissa Hanson gave an update on the Fair Housing statement/policy for the HRA, spent down all but \$100 on our 2017 allocation, Fall Clean-Up is Oct. 9, rental license/nuisance Ordinance will be going to Council for an update on September 7, HRA Workshop will be on Oct. 20 from 1:00 - 4:00.

ADJOURNMENT

A motion was made by Board Member Dee, seconded by Board Member Gerdes, to adjourn the meeting at 5:11pm. The motion carried by the following vote:

Yes: 7 - Board Member Dee, Board Member Fink, Chair Nystrom, Board Member Gerdes, Board Member Crow, Board Member Grabau and Board Member Lee