



City of Northfield

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

Meeting Minutes - Final Housing & Redevelopment Authority

Tuesday, October 26, 2021

4:00 PM

Council Chambers

CALL TO ORDER AND ROLL CALL

Chair Nystrom called the meeting to order at 4:02pm.

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

Community Development Director Mitzi Baker, Housing Coordinator Melissa Hanson, Economic Development Coordinator Nate Carlson, Administrative Associate Kari Bonde.

APPROVAL OF AGENDA

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: 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. [21-602](#) September 28, 2021 HRA Meeting Minutes

Attachments: [09-28-2021 HRA Meeting Minutes](#)

A motion was made by Board Member Dee, seconded by Board Member Gerdes, to approve the 9-28-2021 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. [21-603](#) HRA review of a proposed Housing Development Tax Increment Financing District and multi-family development at Kraewood.

Attachments: [1 - Kraewood TIF Presentation HRA 10-26-2021 Final](#)
[2 - TIF Plan.9.3.21](#)

Chair Nystrom noted that he will recuse himself from this item.

Board Member Grabau noted that she will abstain herself from this item.

Community Development Director Mitzi Baker gave a PowerPoint presentation and

answered questions from the HRA Board. Economic Development Coordinator Nate Carlson answered questions from the HRA Board.

A motion was made by Board Member Gerdes, seconded by Board Member Dee, to recommend to City Council the approval of the proposed Housing Development Tax Increment Financing District and multi-family development at Kraewood. The motion carried by the following vote:

Yes: 5 - Board Member Dee, Board Member Fink, Board Member Gerdes, Board Member Crow and Board Member Lee

Abstained: 1 - Board Member Grabau

Recused: 1 - Chair Nystrom

3. [21-604](#) 2021 - 3rd Quarter Rental Property Report

Attachments: [1- 3rd Qtr 2021 Rental Income & Expense Report](#)

Housing Coordinator Melissa Hanson introduced this item and answered questions from the HRA Board.

4. [21-605](#) 2021 - 3rd Quarter Budget Report

Attachments: [3rd Qtr Budget](#)

Housing Coordinator Melissa Hanson introduced this item and answered questions from the HRA Board.

5. [21-606](#) Community Development Block Grant (CDBG) 3rd Quarter 2021 Report; 1st Quarter Report for fiscal year (FY) 2021-2022, July - August - September

Attachments: [1 - CDBG Worksheet 10-22-21](#)
[2 - Northfield Dashboard October 2021](#)

Housing Coordinator Melissa Hanson introduced this item and answered questions from the HRA Board.

REPORTS FROM COMMISSION MEMBERS AND CHAIR

Board Member Hager Dee - would like Fall Clean Up numbers.

Chair Nystrom - Noted cities are donating some of their Federal fund to support housing; Northfield is looking into this.

Board Member Grabau - thanked staff for a great workshop and the Fall Clean Up!

STAFF UPDATES

6. [21-607](#) Staff Update on Outstanding Items

Housing Coordinator Melissa Hanson gave an update on the rental housing meetings coming up with tenants and landlords.

ADJOURNMENT

Chair Nystrom adjourned the meeting at 5:05pm.