

MINUTES

WOODBURY HOUSING AND REDEVELOPMENT AUTHORITY

Wednesday, January 28, 2026

Pursuant to the due call and notice thereof, a regular meeting of the Woodbury Housing and Redevelopment Authority was duly held at the Woodbury City Hall, 8301 Valley Creek Road, on the 28th day of January 2026.

Call to Order

Chair Anne Burt called the meeting to order at 7:33 p.m., and she welcomed those attending the meeting both in person and virtually.

Chair Burt explained that members of the public may attend the meeting in person and may also join the meeting using a computer, tablet, or smartphone. She stated public comments will be accepted during the meeting both in person and virtually. Virtual questions should be submitted via the online Q&A feature within the virtual meeting link. Questions regarding the meeting will also be taken between the hours of 8:00 a.m. and 4:30 p.m. via email at council@woodburymn.gov or at 651-714-3524. Questions received after 4:30 p.m. will be responded to in the next three to seven business days.

Roll Call

Upon roll call the following were present: Chair Anne Burt, Kim Wilson, Donna Stafford, Steve Morris, Jennifer Santini. Absent: None.

Others Present: Janelle Schmitz, HRA Clerk; Jeffrey Dahl, HRA Executive Director, Kevin Sandstrom, Woodbury City Attorney; and Jamie Fritts, Housing and Economic Development Manager

Consent Agenda

Item A Approval of Minutes – December 10, 2025, HRA Meeting

Item B To adopt the following resolution

HRA Resolution 26-01

HRA Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota appointing the 2026 HRA officers.

Item C To adopt a motion designating CorTrust Bank as the HRA's depository of public funds for the year 2026.

Item D

HRA Resolution 26-02

This item was removed from the Consent Agenda and moved to the Discussion portion of the meeting.

Member Morris moved, seconded by Member Santini, to approve the Consent Agenda items with the exception of item 3D.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini - aye
Anne Burt – aye

Public Hearings

No items scheduled

Discussion

Consent Agenda Item 3D Adoption of HRAD-1.6 HRA Land Banking Policy

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Housing and Economic Development Manager Jamie Fritts stated at the April 30, 2025, Council Workshop, the Council discussed the Housing Action Plan and directed staff to develop a policy establishing an HRA land banking program to advance City housing goals by facilitating the development of new affordable rental housing. The land banking program would be funded primarily through the City's annual disbursements of Local Affordable Housing Aid (LAHA). Adoption of the proposed land banking policy by the HRA would formally establish the program and define it.

Mr. Fritts stated affordable housing land banking is an affordable housing production strategy identified in the Housing Action Plan. It includes acquiring land that is not yet guided for residential or higher-density development. In addition, it holds the land until conditions are right for development. Affordable housing land banking facilitates projects that best align with the City's housing goals and address local needs.

Mr. Fritts noted that the HRA Land Banking Policy establishes policies and procedures for an HRA-administered land banking program. The policies and procedures include land acquisition, property holding and management, disposition of land and project selection, and compensation and purchase agreements.

Mr. Fritts stated that the HRA Land Banking Policy objectives include to acquire and hold land in strategic locations for future affordable housing development, facilitate the development of affordable housing prioritizing households earning no more than 50% of Area Median Income, ensure a consistent and transparent process by which real property is conveyed for development, and align future development and redevelopment efforts with the City's Comprehensive Plan and Housing Action Plan.

Member Santini expressed concern that the public would think there is a conflict of interest. She wondered if the language could be changed so that it mentioned Council direction and made it clear that the Council was not approving the purchase of land for land banking right now. She added that she wrestles with wanting to have a flexible directive and not to handcuff the City, but would also want to have the HRA Land Banking Policy to be a last option to be used. She expressed concern about having long-term City-owned properties and pointed out that there could be liabilities. She added that she has concerns since the City has not done the process. Mr. Fritts explained that staff was presenting the policy so the Council would know what kind of process the staff would go through when presenting a parcel for acquisition to the Council in the future. Staff would ensure that the parcel would be a highly marketable piece of property. He added that staff would do research to look at current planning and what the phasing is, so that it aligns with City goals. He noted that the process would help put guardrails in place so that there can be transparent discussions before purchases are made.

Member Santini asked for clarification about the policy, asking when an RFP process would not be utilized. Mr. Fritts provided an example of someone wanting to come to the City and their proposal matched up with the goals and objectives that the City has for the land. The policy would allow the City to do a direct negotiation with an interested party that aligns with the City's goals. If there were multiple developers interested, the RFP process would allow for transparency and fairness for each developer to pitch their idea. HRA Clerk Janelle Schmitz noted that the City has done land banking in the past. When City Walk was developed, the City purchased two to three acres of land so that it could be resold in the future for affordable housing. The City held the property for six to seven years until the time was right for the Views at City Walk to be developed.

Member Santini expressed her concern that land banking could be used for just redevelopment for residential and commercial purposes, which would be from a for-profit standpoint. She wondered if landowners would want to try to offload parcels to the City. She explained that she would want the City to have the ability to refuse land. Member Morris pointed out that the HRA may not be the entity that is approached to make a decision since it is specific to land banking. He added that the funds for HRA land banking are specific.

Member Stafford asked if staff would be identifying the parcels or pieces of land. Mr. Fritts replied that staff would identify the land. If someone approached the City, staff would have the ability to determine if the property met all of the requirements in order for it to be considered by the Council. The pieces of land that will be identified by staff will be strategically selected.

Member Wilson stated that she did not like the City being in the business of owning, buying, or holding real estate. The City has a great mix of housing, and it has happened naturally through the Comprehensive Plans. She expressed concern about the City buying a parcel and sitting on it for six to seven years and then selling it for what it was bought at. She added that she does not like that taxpayers' dollars through the LAHA fund would be used to sit on properties until it is the right time to resell the land. She stated that she did not like the City being the landowner on a piece of property that is developable in the future.

Chair Burt asked Mr. Fritts to explain what LAHA funds are. Mr. Fritts explained that LAHA funds were created in 2023 by the State, and it is an additional sales tax that is collected in the metro area. The fund is paid by people purchasing anything in the metro area; it is not a property tax. The money is distributed to all of the metro cities and metro counties to be used for the creation or redevelopment of affordable housing. The funds cannot be used for anything else. The money has spending timelines attached to it, so if the money is not spent, it goes back to the State. Chair Burt explained that the policy allows the City to consider using land banking as an option, but it is not an obligation. Mr. Fritts explained that the last four major affordable housing projects in the City have benefited from a federal designation called a difficult development area. The designation is now gone, and that other tools will be needed to encourage the development of affordable housing.

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Member Wilson asked how much LAHA funds the City had received so far. Mr. Fritts replied that the City has received \$1.2 million that has not been spent. Member Wilson asked what other areas the money could be spent on if it was not used for land banking. Mr. Fritts replied that the money could be used for the home ownership loan program, land banking, development assistance, direct lending to developments, and anything related to housing that is within the income brackets that the State defined. He explained that during the Council workshop, the Council narrowed down the focus of what the funds could be used for. Chair Burt added that by adopting the Resolution, all of the options would still exist on how the funds could be used. Member Wilson expressed her understanding that the HRA was simply adopting the policy. She asked if the first-time home buyer loan program had to be cut off due to there not being funds. Mr. Fritts replied that the program was shut down in 2024, but it is up and running again in 2025. Member Wilson asked how much money was used for the first-time home buyer loan program. Mr. Fritts replied that \$700,000 was used in 2024.

Member Santini explained that she would want the land banking option to be treated like a variance and would be a last option. She agreed with Member Wilson's concerns regarding the City getting into the business of real estate. Member Morris explained that he was optimistic about the policy because he has been a fan of land banking, and it is another tool in the toolbox for the City. He added that there have been many discussions with the HRA on the options for what to do with the money. He added that the City never asked for the money because the State made the decision. He stated that he wants every penny of the LAHA funds to go to Woodbury and to maintain the community. He added that if the residents are paying taxes into the LAHA funds, then he would want the largest amount of the money to do good in the City. He explained that if the money was levied money, he would have more questions and concerns about how to use it. The money has an expiration date. Member Stafford agreed.

Member Wilson stated that if the land banking policy is approved, she would like to see standards or inspections developed. She added that since the City has more control over housing, she would like to see more control over the rent increases and living conditions. Member Stafford stated that she agreed with Member Morris's statement that the money belongs to the City and it needs to be used for the residents. She added that if the money is not used for land banking, it should be used for housing affordability rehab, or first-time homeownership programs, so that it would get more families into Woodbury and keep them in the City.

Member Morris moved, seconded by Member Stafford,

To adopt the following resolution

HRA Resolution 26-02

HRA Resolution of the Housing and Redevelopment Authority of the City of Woodbury, Washington County, Minnesota, adopting HRAD-1.6: Housing and Redevelopment Authority (HRA) Land Banking Policy.

Voting via voice:

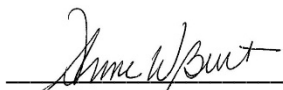
Kim Wilson – no
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini - aye
Anne Burt – aye

Adjournment

Chair Burt moved, seconded by Member Morris, to adjourn the January 28, 2026, Housing and Redevelopment Authority meeting.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Chair Burt adjourned the meeting at 8:09 p.m.



Anne W. Burt, Chair

Approved by the Woodbury Housing and Redevelopment Authority on September 23, 2026.