



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Draft Housing & Redevelopment Authority

---

Thursday, May 1, 2025

6:00 PM

---

### 6:00 PM - REGULAR AGENDA CALL TO ORDER AND ROLL CALL

*Vice Chair Crow called the meeting to order at 6:03pm.*

*Also present: Community Development Director Jake Reilly, Housing Coordinator Melissa Hanson and Administrative Associate Kari Bonde.*

### APPROVAL OF AGENDA

A motion was made by Board Member Nystrom, seconded by Board Member Thomas, to adopt the amended agenda. Housing Coordinator Hanson added an agenda item for the HRA to consider a resolution of support to City Council to grant preliminary approval for the issuance of conduit debt to Standard Communities on behalf of Jefferson Square Townhomes. The motion carried by the following vote:

**Yes:** 5 - Board Member Thomas, Board Member Nystrom, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

### APPROVAL OF MINUTES

1. [25-238](#) April 3, 2025 HRA Meeting Minutes

**Attachments:** [04-03-2025 HRA Meeting Minutes](#)

A motion was made by Board Member Nystrom, seconded by Board Member Thorsteinson, to approve the April 3, 2025 HRA Meeting Minutes. The motion carried by the following vote:

**Yes:** 5 - Board Member Thomas, Board Member Nystrom, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

### REGULAR AGENDA

2. [HRA Res. 2025-005](#) Reissuance of Senior Housing Revenue Refunding Note (Northfield Retirement Community Project), Series 2013B.

**Attachments:** [1 - HRA RESOLUTION](#)  
[2 - Northfield Retirement Center Memo to City](#)  
[3 - SUPPLEMENTAL - HRA Supplemental Agenda Background Memo No. 1 for May 1, 2025](#)

*Housing Coordinator Melissa Hanson introduced this item noting the reissuance of bonds and name change for Northfield Retirement Community Project.*

**A motion was made by Board Member Nystrom, seconded by Board Member Thomas, to approve the HRA Resolution 2025-005 Reissuance of Senior Housing Revenue Refunding Note (Northfield Retirement Community Project), Series 2013B. The motion carried by the following vote:**

**Yes:** 5 - Board Member Thomas, Board Member Nystrom, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

*Housing Coordinator Melissa Hanson introduced this item. The City has been asked to issue conduit bonds for Jefferson Square Townhomes. Current owners are looking to sell the property, Standard Communities are looking to buy the property, keep it and manage it.*

**A motion was made by Board Member Thomas, seconded by Board Member Thorsteinson, to approve HRA Resolution 2025-006 - HRA to consider a resolution of support to City Council to grant preliminary approval for the issuance of conduit revenue bonds to finance the cost of acquisition and rehabilitation of Jefferson Square Townhomes.. The motion carried by the following vote:**

**Yes:** 5 - Board Member Thomas, Board Member Nystrom, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup

## **OPEN PUBLIC COMMENT**

*None.*

## **STAFF UPDATES**

*Housing Coordinator Melissa Hanson noted:*

*-Housing Summit - lots of federal updates*

*-MN NAHRO at the end of this month*

*-Sumner St. - lot split in progress.*

## **BOARD MEMBER AND COMMISSIONER REPORTS**

## **ADJOURNMENT**

**A motion was made by Board Member Thorsteinson, seconded by Board Member Nystrom, to adjourn the meeting at 6:37pm. The motion carried by the following vote:**

**Yes:** 5 - Board Member Thomas, Board Member Nystrom, Board Member Thorsteinson, Vice Chair Crow and Board Member Sokup