



Minutes
Roseville Economic Development Authority (REDA)
City Council Chambers, 2660 Civic Center Drive
Monday, October 17, 2016 at 6:00 p.m.

1. Roll Call

President Roe called the meeting to order at approximately 6:00 p.m. Voting and Seating Order: Commissioners McGehee, Willmus, Laliberte, Etten and Roe. Executive Director Trudgeon and EDA Attorney Martha Ingram were also present.

Additional staff present included Community Development Director Kari Collins and Jeanne Kelsey of Community Development staff.

President Roe advised that Commissioner Etten had previously indicated he would not be able to attend tonight's meeting due to a work commitment.

2. Pledge of Allegiance

3. Approve Agenda

Laliberte moved, McGehee seconded, approval of the agenda as presented.

Ayes: McGehee, Willmus, Laliberte and Roe.

Nays: None.

Motion carried.

4. Public Comment

President Roe asked for public comment on non-agenda items. No one appeared to speak.

5. Board and Executive Director Reports and Announcements

Executive Director Trudgeon announced that the closing on 1716 Marion was finalized last Friday; with the city now owners of the site. Mr. Trudgeon advised that initial work on the site and planning would occur in the near future.

6. Approve Consent Agenda

7. Consider Items Removed from Consent Agenda

8. Public Hearing and Action Consideration

a. Adopt Public Financing and Business Subsidy Policy

As detailed in the staff report, Community Development Director Kari Collins noted action by the City Council on September 26, 2016 approving a Public Financing and Business Subsidy Policy with minor amendments. Subsequent to that action, Ms. Collins advised that REDA Attorney Martha Ingram clarified the statutory process for approving such subsidy policies for both the City Council and REDA bodies, including a public hearing held with both

entities prior to adoption. Therefore, Ms. Collins advised that the policy was being presented again for public hearing on the document.

President Roe opened and closed the public hearing at approximately 6:04 pm; with no one appearing for or against.

Willmus moved, McGehee seconded, receipt of the Public Financing Criteria and Business Subsidy Policy dated September 2015 as presented (Attachment A) and adoption of REDA Resolution No. 3 (Attachment C) entitled, "Resolution Approving Business Subsidy Policy."

Ayes: McGehee, Willmus, Laliberte and Roe.

Nays: None.

Motion carried.

9. Business Action Items

a. Receive Housing & Economic Development Quarterly Update

Jeanne Kelsey of the Community Development staff briefly reviewed details of the staff report and attached program updates.

As part of the program approved and provided by the REDA, Ms. Kelsey offered a first review of the housing programs brochure update prepared in draft form by staff. Ms. Kelsey reviewed the cost savings for this product versus the previous version from production and mailing costs. Ms. Kelsey advised that the brochure would be mailed to new residential property owners in Roseville identified through the city's water utility sign up information. Ms. Kelsey sought REDA comment of the draft document ready to be finalized and highlighted the services it focused on, with the new look tied into the city's website.

Member McGehee commended staff on the looks of the brochure and staff's work in preparing it.

Specific to spring workshops planned by staff, Member McGehee asked if those had been identified yet.

Ms. Kelsey advised that staff usually didn't plan winter classes, as attendance had proven low during those cold weather months. Ms. Kelsey advised that spring class topics were still being identified to avoid duplicating any offerings of the Parks & Recreation program or Community Education; and further noted they were still in the process of scheduling them and their location.

At the request of Member Willmus specific to the Neighborhood Enhancement Program (NEP), Ms. Kelsey confirmed that residential and commercial property data would still be tracked separately.

Member Laliberte commended staff as well on the brochure and content providing housing program information for new residents. Member Laliberte asked if this was taking the place of the former “Welcome Packet;” and if so, would this replace that document with other entities as well.

Ms. Kelsey responded that this brochure was not intended to replace the previous welcome packet that had been discontinued when former Housing & Redevelopment Authority (HRA) staff had taken over the program from the City. Ms. Kelsey advised that this brochure concentrated on resources for homeowners; and was part of the PPP goal to stabilize housing and commercial home values.

At the request of Member Laliberte, Ms. Kelsey advised that 1,000 brochures had been budgeted for and as part of the NEP program and only sent to people with code violations as they may be unaware of available loan programs and pertinent contact information and resources. Ms. Kelsey reported that staff typically sent out an average of 20-30 such notices per month depending on the current real estate sales cycle.

Member Willmus asked if it would be possible to make digital copies available to download to allow real estate agents to provide them for their clientele.

Ms. Kelsey advised that they could be electronically conveyed, and while in the past links were made available directing people to other online resources, staff was moving away from that as those details changed so frequently that they became quickly outdated, making it easier to update the paper version versus the online version.

President Roe asked that staff make the Community Engagement Commission (CEC) aware of this brochure, as they continued to work on recommendations for the “Welcome Packet.”

Specific to the report on economic development activity and shovel-ready options, President Roe noted the state program had yet to take on a brownfield parcel to make it shovel-ready. President Roe asked staff to continue tracking that with Xcel for future potential in Roseville.

- b. Authorize Entering into Purchase Agreement for 196 S McCarrons Blvd.**
As detailed in the staff report, Ms. Kelsey presented a negotiated Purchase Agreement for 196 S McCarrons Boulevard for REDA review and approval.

Willmus moved, McGehee seconded, adoption of REDA Resolution No. 4 (Attachment B) entitled, “A Resolution Authorizing the Purchase of Property Located at 196 S McCarrons Boulevard;” to be funded from Housing Replacement Program Funds as detailed in the Request for REDA Action

dated October 17, 2017 and negotiated Purchase Agreement as presented (Attachment C).

Member Willmus referenced the Power of Attorney identified on the Purchase Agreement, and asked if the REDA had a copy of that Power of Attorney.

Ms. Kelsey reported that the seller had provided a copy to the REDA Attorney and the Purchase Agreement had been drafted accordingly.

Member McGehee asked if demolition of the existing structure would be forthcoming.

Ms. Kelsey responded that such action was scheduled to return to the REDA before moving forward, and as additional information was available for their consideration and approval.

Ayes: McGehee, Willmus, Laliberte and Roe.

Nays: None.

Motion carried.

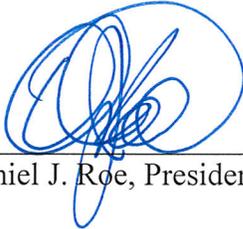
10. Adjourn and Convene as City Council

Willmus moved, McGehee seconded, adjourning the meeting at approximately 6:18 p.m.

Ayes: McGehee, Willmus, Laliberte and Roe.

Nays: None.

Motion carried.



Daniel J. Roe, President

ATTEST:



Patrick J. Trudgeon, Executive Director