



Minutes

**Roseville Economic Development Authority (REDA)
City Council Chambers, 2660 Civic Center Drive
Monday, November 8, 2021 – 6:00 p.m.**

1. Roll Call

President Dan Roe called to order a meeting of the Roseville Economic Development Authority (REDA) in and for the City of Roseville at approximately 6:00 p.m. Voting and Seating Order: Groff, Willmus, Strahan, Etten, and Roe.

Present: President Dan Roe and Board Members Robert Willmus, Jason Etten, Wayne Groff, and Julie Strahan.

Others Present: Attorney Martha Ingram, Executive Director Pat Trudgeon, Community Development Director Janice Gundlach, and Housing & Economic Development Program Manager Jeanne Kelsey

2. Pledge of Allegiance

3. Approve Agenda

Willmus moved, Groff seconded, approval of the agenda as presented.

Ayes: 5

Nays: 0

Motion carried.

4. Public Comment

5. Business Items

a. Consider a Resolution Adopting Guidelines and Authorizing a Master Agreement for a Land Trust Partnership Program with Twin Cities Habitat for Humanity

Housing and Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated November 8, 2021.

Member Groff asked what happens to this program if there are not any homes under \$300,000 in five years.

Ms. Kelsey explained that is the price point this will start at. There will be an opportunity for them to be evaluated after a year to see where they are at in the marketplace and then have that consideration for the EDA to discuss in the future.

Member Etten asked how the EDA will identify properties to approach about this.

Ms. Kelsey explained NorthStar MLS is where the homes are listed on the and there are already a few that would qualify in this price range. The other way staff has also identified, is to send out notification to properties that meet the qualification and let them know that the EDA has this program and if they would ever like to consider selling their home to the EDA, then they would look at considering acquiring it, based upon this program. Staff would look at doing this same thing with homes in the price range of \$300,000 or less.

Member Etten indicated he has spoken to EDA staff about this but wanted to mention that he has interest around the potential for buying up small parcels of land in the City and it was his understanding that this process may not be the best and there may be other ways to pursue that kind of opportunity for housing. He asked Ms. Kelsey to talk about this.

Ms. Kelsey explained at this point because they are limited to \$80,000 or less, staff looked at the average home priced at \$300,000 or less for Ramsey County in Roseville, most of the average assessed value was under \$80,000 or less for the land value of the property. Since most of the lots or land available in Roseville are priced over that, this would not be an option to use unless the EDA would set a higher limit.

Member Etten indicated he would like the Council to consider using the American Rescue Plan (ARPA) as another source of funding. He indicated this would need to be added to Attachment A to make that work.

Ms. Kelsey suggested the EDA amend Attachment A in order to make ARPA one of the funding sources for consideration underneath this program.

Ms. Gundlach indicated adding ARPA funds to the guidelines does not necessarily commit the Council to setting aside ARPA funds for this program. If it is added to the guidelines, then they would not have to amend the guidelines to include those funds. If it is not added now, the EDA will have to come back and amend the guidelines later on after the decision is made by the Council.

President Roe explained regarding the first two options for purchase, it looks like the purchase would be initiated by Twin Cities Habitat for Humanity with EDA assistance and it is only the tax forfeiture situation where the EDA would actually purchase through that process. He wanted to make sure that was understood. He also asked about whether, while not maybe using the land trust for larger multi-unit projects on vacant properties, the EDA had sufficient funds available for such larger, proactive purposes for larger projects.

Ms. Kelsey explained the original levy funds for the Housing Redevelopment Authority, any of those funds that are currently sitting there, can be utilized for housing development. Some of those fund balances are a little larger at this point. If something like that were considered it would need to come before the EDA Board for authorization and consideration as well as to negotiate a sale of that nature.

Mr. Chad Dipman, Land Development Director at Twin Cities Habitat for Humanity, addressed the EDA.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Strahan moved, Etten seconded, adoption of REDA Resolution No. 98 entitled, “Resolution Approving Guidelines for Allocation of REDA Funds for Community Land Trust Properties and Authorizing Execution of Master Grant Agreement” and amending the agreement to include ARPA funds.

Ayes: 5

Nays: 0

Motion carried.

b. Consider a Resolution Amending Purchasing Amounts to Align with the City’s Purchasing Policy

Housing and Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated November 8, 2021.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Etten moved, Groff seconded, adoption of REDA Resolution No. 99 entitled, “A Resolution Authorizing Executive Director to Execute Certain Documents on Behalf of the Roseville Economic Development Authority.”

Ayes: 5

Nays: 0

Motion carried.

c. Adopt a Resolution Authorizing the President and Executive Director to Execute an Amendment to the CDBG Loan and Satisfaction of a HRA Loan for Sienna Green I.

Housing and Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated November 8, 2021.

Member Willmus asked when was the HRA Multi-Family loan paid off.

Ms. Kelsey explained it was paid off in 2016.

Member Willmus asked why Sienna Green was not issued a satisfaction of loan payment earlier.

Ms. Kelsey explained once final payment is made there should have been a notice to request a satisfaction and at that point staff could have had one drafted and provided to Sienna Green.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Etten moved, Willmus seconded, adoption of REDA Resolution No. 100 entitled, "Resolution Approving Amendment to Loan Documents in Connection with Sienna Green I CDBG Loan, and Satisfaction of Mortgage in Connection with Sienna Green I HRA Loan."

Ayes: 5

Nays: 0

Motion carried.

- d. **Consider a Resolution Authorizing the President and Executive Director to Execute the Collateral Assignment of the Development Agreement for Roseville Housing Group II, LLC (Edison Apartments Phase II)**

Housing and Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated November 8, 2021.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Strahan moved, Etten seconded, adoption of REDA Resolution No. 101 entitled, "Resolution Approving Collateral Assignment of Contract for Private Development between the Roseville Economic Development Authority, Roseville Edison II, LLC, and Roseville Housing Group II, LLC."

Ayes: 5

Nays: 0

Motion carried.

- e. **Consider a Three-Year Contract Extension with Kennedy & Graven for Legal Services**

Housing and Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated

November 8, 2021. She noted Ms. Ingram is looking to retire at the beginning of 2022.

Member Willmus asked for clarification, per policy they can renew this contract this time without going out for bid; however, at the end of the contract, per policy, they would go out for bid like they did for the City Attorney's services.

Mr. Trudgeon indicated that was correct.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Willmus moved, Groff seconded, adoption of REDA Resolution No. 102 entitled, "Resolution Approving a Professional Services Agreement with Kennedy & Graven, Chartered."

Ayes: 5

Nays: 0

Motion carried.

f. Adopt 2022 REDA Meeting Calendar

Housing an Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated November 8, 2021.

President Roe offered an opportunity for public comment with no one appearing to speak to this issue.

Strahan moved, Groff seconded, adoption of the 2022 REDA Meeting Calendar.

Ayes: 5

Nays: 0

Motion carried.

6. Adjourn

Willmus moved, Etten seconded, adjourning the REDA meeting at approximately 6:41 p.m.

Ayes: 5

Nays: 0

Motion carried.

ATTEST:


Patrick Trudgeon, Executive Director


Daniel J. Roe, President