

**EDA Members:**

Dan Roe,  
President  
Lisa Laliberte,  
Vice President  
Tammy McGehee,  
Treasurer  
Robert Willmus  
Jason Etten



**Economic Development  
Authority  
Meeting Agenda  
Monday, September 24, 2018  
City Council Chambers  
6:00 p.m.**

**Address:**  
2660 Civic Center Dr.  
Roseville, MN 55113

**Phone:**  
651-792-7000

**Website:**  
[www.growroseville.com](http://www.growroseville.com)

1. 6:00 P.M. Roll Call  
Voting & Seating Order: Willmus, Laliberte, Etten, McGehee, and Roe
2. Pledge Of Allegiance
3. Approve Agenda
4. 6:01 P.M. Public Comment
5. 6:05 P.M. Business Items (Action Items)
  - 5.A. Adopt A Resolution Requesting A Preliminary Levy Collectible In 2019

Documents:

[5A REPORT AND ATTACHMENTS.PDF](#)

6. 6:15 P.M. Adjourn



# REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

Date: September 24, 2018  
Item No.: 5.a

Department Approval

City Manager Approval

Item Description: Adopt a Resolution Requesting a Preliminary Levy Collectible in 2019

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2 **BACKGROUND**

3 Per the by-laws adopted by the Roseville Economic Development Authority (REDA), the REDA must  
4 review and recommend a preliminary budget to the City Council. On July 17, 2018 the Economic  
5 Development Authority (EDA) received the Executive Director recommended budget for 2019. Meeting  
6 minutes are attached to this report as Attachment A. The EDA requested that staff provide additional  
7 information at the next discussion including the budget broken down by major program, a breakdown of  
8 prior year actual expenditures, and a City Attorney opinion on the use of Community Development  
9 Funds.

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11 To request a preliminary EDA levy, the REDA must adopt a budget for consideration by the City  
12 Council via Resolution. Once the initial EDA levy request is approved, the levy may be lowered but  
13 cannot be raised above the preliminary level. The maximum amount the REDA can levy for in 2019 is  
14 \$870,999.

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16 A preliminary levy of \$623,660 is being proposed for 2019. A preliminary levy of this amount would  
17 result in a \$13.34 increase in annual property taxes, or approximately \$1.11 per month for a median-  
18 valued home of approximately \$254,900. No additional staff is being proposed in 2019.

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21 **STAFFING**

22 The Community Development Director is proposing no changes to the staffing structure for 2019.  
23 Economic Development staff that are supported by the EDA levy consist of a full-time Economic  
24 Development and Housing Program Manager and a half-time time Economic Development  
25 Coordinator/GIS Specialist. A Code Compliance Officer and administrative staff, who support the  
26 Neighborhood Enhancement Program (NEP), are also partially paid from the EDA budget.

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28 The total cost for EDA and NEP staff in 2019 is anticipated to be: **\$214,760**  
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**PROGRAMMING**

The tables below outline existing housing and economic development programs that the City of Roseville currently maintains. In addition to personnel costs, accompanying cost of existing programs will need to be budgeted as well.

In 2019, the following programs will continue to operate but will receive no additional funds:

<b>Multi-Family Loan and Acquisition Funds</b> Offers rehabilitation loans to existing rental property owners (whose properties have 5 or more units) and also makes dollars available for energy improvements. This program is also used for site assemblage for redevelopment of higher density housing.	\$0
Roseville Loan Program (consolidated home improvement loan program)	\$0
Abatement Assistance (payment of abatement costs for code enforcement activities).	\$0
Housing Replacement/Single Family Construction Fund	\$0

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In 2019, the following programs are proposed to be budgeted as follows:

<u>Ownership Rehabilitation Programs</u> Provides residents with free, comprehensive consultation services about the construction/renovation process to maintain, improve, and/or enhance their existing home, with a specific focus on energy efficiency. The program also recognizes homeowners that have done green construction or improvements to their homes and yards. This program budgets for 200 energy efficiency audits to be completed each year.	\$27,850
<u>Neighborhood Enhancement Program</u> Costs for printing, mailing and processing of materials for NEP program	\$8,000
<u>Marketing</u> This budget is maintained for printing and mailing of marketing materials of the REDA programs.	\$5,000
<u>Economic Development</u> The Economic Development budget reflects resources to aid in outreach to existing and prospective businesses. Current efforts include partnerships with the Minnesota State Chamber, St. Paul Area Chamber of Commerce, Twin Cities North Chamber, and others to assist with quarterly educational workshop series, newsletters, and yearly networking events. Recruitment, acquisition assistance, and marketing efforts are being programmed through the assistance of economic development consulting (\$50,000). Annual contract obligations for Golden Shovel Agency economic development marketing services are also included in this total (\$12,000).	\$73,500
<u>General EDA Operating Costs</u> The Costs for recording secretary, EDA attorney, training, memberships and overhead operating costs.	\$44,550
<b>*NEW*</b> <u>Economic Development Project Gap Financing</u> The REDA has taken a more aggressive role in providing incentives and subsidy	\$200,000

options to businesses looking to expand or locate to Roseville. In order to continue to be able to attract businesses we will need to set aside subsidy funds to assist with development. The \$200,000 may be used, for example, to help close the gap in financing a development for a business that meets Subsidy Policy criteria, or, assist in a loan for improvements (e.g. façade improvements) to a structure or site.	
<b>*NEW*</b> <u>Southeast Roseville Initiatives</u> The Cities of Roseville, St. Paul and Maplewood have issued a Request For Information (RFI) for a facilitator to lead the Rice St.-Larpenteur Alliance stakeholder group and to help drive implementation of the recommendations identified in the Rice/Larpenteur Gateway Visioning Plan. The City of Roseville will need to set aside funds for this person to staff the group and any other initiatives that may occur as a result of the visioning plan.	\$50,000
<b>Total 2019 Levy Supported Program Expenses</b>	<b>\$408,900</b>

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<b>Total EDA Proposed Budget:</b> (Program Expenses + REDA Expenditures & Personnel)	<b>\$623,660</b>
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44 **STAFF RECOMMENDATION**

45 Consider a Resolution Requesting A Preliminary Tax Levy in 2018 Collectible in 2019

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47 **REQUESTED COUNCIL ACTION**

48 Motion to adopt a Resolution Requesting A Preliminary Tax Levy in 2018 Collectible in 2019

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- Prepared by: Kari Collins, Community Development Director, 651-792-7071
- Attachment A: July 17, 2018 EDA Meeting Minutes
- Attachment B: 2019 Budget By Major Program
- Attachment C: Budget with Prior Year Actual Expenditures
- Attachment D: City Attorney Opinion on Community Development Fund Restrictions
- Attachment E: Resolution

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in from the business community. There could be leveraging from grant funding or other third-party entities that the Alliance can bring to the table.

President Roe offered an opportunity for public comment.

### **Public Comment**

#### **Roger Hess, 1906 Wagner Place**

Mr. Hess stated that even with a crosswalk with lights at the school, that is still a dangerous crossing. What would be better is to find the funds to build a pedestrian bridge. He would like to see the Council focus on crime first. The Police Chief wants to have a sub-station in the Rice Street/Larpenteur area. It would be nice to have the City become five sectors (rather than the existing four) from the hours of 10pm – 5am in order to better address crime. The lighting really needs to be improved. That is why Stargate has problems. There are no problems in the club, but the issue is in the parking lot. The beach and boat landings are incredibly dark, and he encouraged staff to talk to Ramsey County about improving the lighting. It would also be nice to have grants to improve some of the buildings along Rice Street. Lastly, he commented on there are only two areas that would work for combining properties for redevelopment, and one is his property and the one south of it would make one combination. The north would be the gas station, printer, and office building to the north. Those are the only options.

President Roe thanked Mr. Hess for his comments.

#### **b. Review EDA Budget and Tax Levy**

Community Development Director Collins provided a brief summary of the budget and tax levy as detailed in the staff report and attachments dated July 17, 2018. She noted that per the by-laws adopted by the Roseville Economic Development Authority (REDA), the REDA must review and recommend a preliminary budget to the City Council. To request a preliminary EDA levy, the REDA must adopt a budget for consideration by the City Council via Resolution. Once the initial EDA levy request is approved, the levy may be lowered but cannot be raised above the preliminary level. The maximum amount the REDA can levy for in 2019 is \$870,999. A preliminary levy of \$622,730 is being proposed for 2019. A preliminary levy of this amount would result in a \$13.29 increase in annual property taxes, or approximately \$1.11 per month for a median valued home of approximately \$254,900. The proposed levy represents a 72.9% increase from the 2018 Levy and operating budget. No additional staff is being proposed in 2019. She highlighted portions of the draft budget, as included as an attachment in the RCA.

President Roe asked whether the Gap Funding is intended to be an ongoing contribution to build up a fund, or whether it is a one-time levy for expenditures for a particular purpose, and then it potentially goes away.

Community Development Director Collins responded it is being proposed to replenish funds used by the McGough project; staff recommends making this a reoccurring line item to stay ahead of future projects.

Member Willmus asked whether SW Roseville initiatives at \$50,000 are one-time or ongoing.

President Roe stated it is ongoing at some level.

Community Development Director Collins concurred.

Member Willmus asked about the reserves and the intent of reserves with the EDA. He recalled the discussion last year that there needs to be some funds there for professional services. He also noted that community development has a fund balance target of 25-50%. He asked whether there is a range with the EDA reserve fund or if it is set at 35%.

City Manager Trudgeon responded that the reserve target is to help with cash flow as taxes are collected. That 35% is what staff has concluded that is the right amount to keep cash flow throughout the year.

Member Etten asked about the current balances on the various funds.

Community Development Director Collins responded that Finance Director Miller did a quick update to fund balances this afternoon. She noted that multi-family housing & development fund has approximately \$1.6 million; general EDA programs fund balance is \$193,800.

Finance Director Miller indicated the proposed \$250,000 in the budget for Rice/Larpenteur and gap funding is funded by tax levy, so depending on the time of when the \$250,000 is being appropriated, some cash will still be needed. He also commented that most of the funds are restricted.

Member Etten asked whether any of the funds are not restricted.

President Roe commented that perhaps the multi-family fund can potentially have the broadest use.

Housing & Economic Development Program Manager Kelsey responded that staff received an opinion from the EDA Attorney on this issue. Since those funds were raised underneath the HRA levy, they can be used for redevelopment. That is why they were used for McGough. However, any of those funds are restricted to only those activities or housing activities. Pretty much all the funds in the HRA balance are restricted.

President Roe asked whether they can be used for paying salaries of economic development personnel.

REDA Attorney Ingram commented salaries would be permissible as long as they are staff members working on HRA-related activities. The primary restriction is that new economic development cannot be supported by these funds. In the case of a business who wants to come in and wants to redevelop or not do housing, most of these funds would not be available.

Member Willmus stated he would like to look into fund balances a little deeper. As the budget creeps up, the ongoing expenses at year-end are directly related to professional services. He wants to ensure REDA is not levying for reserve dollars that are not needed in any individual fiscal year.

Member McGehee asked about the economic development gap financing and whether it is related to the policy for new subsidies. She asked about the policy behind it. If someone comes in and wants to do something and they apply for a grant and do not receive it, she asked whether the City automatically covers that.

Community Development Director Collins stated if someone is soliciting subsidy funds, they would be subject to the goals identified in the subsidy policy and would need to come before the REDA for approval.

Member Laliberte expressed appreciation for all the information. There are a few bench handouts that should have been part of the packet tonight. She would not be comfortable adopting this as a resolution tonight. As the REDA gets further along, this document needs to be adapted to show actuals vs. budgeted and then reflecting where there are some reserve amounts. That needs to be collated into a living document.

President Roe commented that format would be similar to the City budget.

Member Laliberte stated this is a proposed 72.9% increase, and the public should not have to search for a bench handout; the public needs to be able to find the information in a document or two.

President Roe noted many of the bench handouts did end up in the electronic version of the packet on the website.

Member McGehee stated it would be helpful to see what the fund balances are. She also commented that the REDA becomes an umbrella, and the HRA is underneath the REDA with somewhat lesser powers. The REDA can exercise all the powers of the HRA plus a few. She asked to clarify whether the REDA can utilize some of the previous HRA funds for redevelopment and housing but not for any new economic development.

REDA Attorney Ingram confirmed that is correct. If those funds were levied through an HRA levy, those are restricted to those purposes. Thus, the EDA cannot use that funds for economic development purposes that are not HRA-related.

Member McGehee commented that going forward, the REDA should keep those funds that were arrived at under the old HRA separate so they will not be incorrectly spent.

REDA Attorney Ingram stated it is a good idea to keep track of which fund is in which account. It looks as though that has been done up until the present. That is a good practices opinion rather than a legal opinion.

President Roe clarified the restriction is they have to be used for redevelopment or housing, which is most of what the REDA will be doing. New development would have to be funded through REDA levy funds.

Community Development Director Collins noted the economic gap fund would not be restricted in that way, as it would be created by the REDA.

Member Willmus asked whether community development funds can fund EDA activities.

REDA Attorney Ingram responded she is not prepared to answer that question at this time.

Member Willmus asked for an answer to that question. There is a healthy balance in the community development fund. He would like to know if that is something that can fund one-time EDA initiatives with those dollars. If not, he would like to re-examine the fee schedule. One contributor to the expense of residential projects is regulation and permitting. Those are all aspects he would like the REDA to look at, with such healthy balances.

President Roe commented on the statute related to building permit fees. The statute discusses there being a nexus of the cost of services and the fees. It does not talk about how the fee is used. It would be interesting to get a legal opinion as to how those funds could be used. Also, depending on what the restrictions are, it might lend itself to providing assistance through fee relief rather than through direct funding of REDA activities. If there is a project coming through looking for assistance, one option may be to provide that assistance in waived fees, which would eat into the fund balances.

Executive Director Trudgeon responded staff will follow up on legal opinions. Also, in 2007 there was a healthy fund balance in community development, but during the recession, there was a negative cash flow and a staff member was



laid off. He apologized for information being a bit scattered. At the end of the day, staff wants to provide all of the information the REDA needs.

Member Willmus asked that staff bring this item back when the legal opinions are rendered and place it at the end of a regularly scheduled Council meeting.

Community Development Director Collins noted that fee relief is currently not part of the policy, so that would have to be amended if that is the direction of the REDA.

Member McGehee asked about the HRA funds and what happens to them when REDA funds area added.

President Roe explained at this time, the REDA is not contributing anything to those funds; they are endowments now and new REDA levy is not being added in to them.

President Roe also noted that the REDA needs to follow up on adopting a reserve operating policy.

President Roe offered an opportunity for public comment, with no one coming forward.

**c. Consider Resolutions of Support for Tax Base Revitalization Funds and Environmental Response Funds and Enter into Development Agreement with Edison Apartments LLC – 3110 Old Highway 8**

Housing & Economic Development Program Manager Kelsey provided a brief summary of these resolutions as detailed in the staff report and attachments dated July 17, 2018. She recalled that on June 18<sup>th</sup>, REDA authorized entering into a Grant Agreement for Livable Community Development Account (LCDA) Grant Funds from the Metropolitan Council to support environmental aspects of a multi-family residential project located at 3110 Old Highway 8. The LCDA funds will be used to incorporate solar panels, solar car ports, storm water management and sidewalk. The REDA now must officially enter into a Development Agreement with Edison Apartments. Additionally, Edison Apartments discovered through the due-diligence period of the purchase agreement over \$2 million in soil remediation costs due to construction debris buried in the property. In order to mitigate the environmental issues, Edison Apartments, LLC is seeking Tax Base Revitalization Account Funds (TBRA) from the Metropolitan Council and Environmental Response Funds (ERF) from Ramsey County this fall. She noted the applicant is available for questions.

Member Willmus asked if Edison Apartments would be in compliance with the proposed development agreement if they decided to only complete one building.

**Roseville Economic Development Authority**  
**2019 Tax-Supported Budget & Tax Levy Reconciliation**

	Operating <u>Budget</u>	<u>Tax Levy</u>	
2018 Adopted Budget / Levy	\$ 360,150	\$ 360,150	
2019 Proposed Subtractions			
S1: Reduced costs: Ownership Rehab Program	\$ -	\$ -	
S2: Reduced costs: Neighborhood Enhancement Program	(6,630)	(6,630)	
S3: Reduced costs: Marketing Studies	(3,000)	(3,000)	
S4: Reduced costs: Economic Development	-	-	
S5: Reduced costs: General EDA Programs	-	-	
S6: Reduced costs: Southeast Roseville Initiatives	-	-	NEW
S7: Reduced costs: Economic Development Gap Financing	-	-	NEW
Total Subtractions	\$ (9,630)	\$ (9,630)	
2019 Proposed Additions			
A1: Increased costs: Ownership Rehab Program	\$ -	-	
A2: Increased costs: Neighborhood Enhancement Program	-	-	
A3: Increased costs: Marketing Studies	-	-	
A4: Increased costs: Economic Development	-	-	
A5: Increased costs: General EDA Programs	23,140	23,140	
A6: Increased costs: Southeast Roseville Initiatives	50,000	50,000	NEW
A7: Increased costs: Economic Development Gap Financing	200,000	200,000	NEW
Total Additions	\$ 273,140	\$ 273,140	
Proposed for 2019	\$ 623,660	\$ 623,660	
\$ Change	263,510	263,510	
% Change	73.2%	73.2%	

**Roseville Economic Development Authority**

2019 Proposed Budget (Fund #725)

	2015	2016	2017	2018	2019
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<b>Revenues</b>					
Property Tax Levy	\$ 668,853	\$ 14,290	\$ 353,173	\$ 360,150	\$ 623,660
St. Paul HRA, City of Maplewood Rice/Larp	-	-	60,000	-	-
Other (Home & Garden, Grants)	67,819	89,032	(3,646)	-	-
<b>Total Revenues</b>	<b>\$ 736,672</b>	<b>\$ 103,323</b>	<b>\$ 409,527</b>	<b>\$ 360,150</b>	<b>\$ 623,660</b>
<b>Expenditures</b>					
<b>#73 Ownership Rehab Program</b>					
Prof. Services: CEE	\$ -	\$ 12,000	\$ 16,779	\$ 15,000	\$ 15,000
Misc: Green Award Program	-	-	-	850	850
Misc: Energy Efficiency Program	11,000	12,540	4,020	12,000	12,000
Other	-	-	685	-	-
Subtotal	\$ 11,000	\$ 24,540	\$ 21,484	\$ 27,850	\$ 27,850
<b>#78 Neighborhood Enhancement Program</b>					
Prof. Services: City Staff	\$ 40,071	\$ -	\$ -	\$ 47,900	\$ 39,920
Printing: Marketing, & Mailing	4,205	-	-	3,070	8,000
Misc: Other Services & Charges	(255)	(80)	115	3,580	-
Subtotal	\$ 44,021	\$ (80)	\$ 115	\$ 54,550	\$ 47,920
<b>#82 Marketing Studies</b>					
Printing Marketing Materials	\$ -	\$ -	\$ -	\$ 6,500	\$ 5,000
Postage, Miscellaneous	4,204	9,745	-	1,500	-
Subtotal	\$ 4,204	\$ 9,745	\$ -	\$ 8,000	\$ 5,000
<b>#56 Economic Development</b>					
Prof. Services: Golden Shovel + Intern, Other	\$ 4,578	\$ -	\$ 20,000	\$ 15,000	\$ 15,000
Prof. Services: ED Consultant (as needed)	-	11,336	3,159	50,000	50,000
Printing: BR&E Newsletter, other outreach	-	-	1,729	6,000	6,000
Training: Business Educational Series	960	724	2,238	2,000	2,000
Misc: Advertising, Memberships Salesforce	-	660	2,230	500	500
Subtotal	\$ 5,538	\$ 12,720	\$ 29,355	\$ 73,500	\$ 73,500
<b># NEW INITIATIVES</b>					
Southeast Roseville Initiatives	\$ -	\$ -	\$ -	\$ -	\$ 50,000
Economic Development Gap Financing	-	-	-	-	200,000
Subtotal	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>DISCONTINUED PROGRAMS (All)</b>					
General Program Activity	\$ 4,770	\$ 50	\$ 93	\$ -	\$ -
Transfers to 3rd Party Lenders	578,901	-	-	-	-
Subtotal	\$ 583,671	\$ 50	\$ 93	\$ -	\$ -

**Roseville Economic Development Authority**2019 Proposed Budget (*Fund #725*)

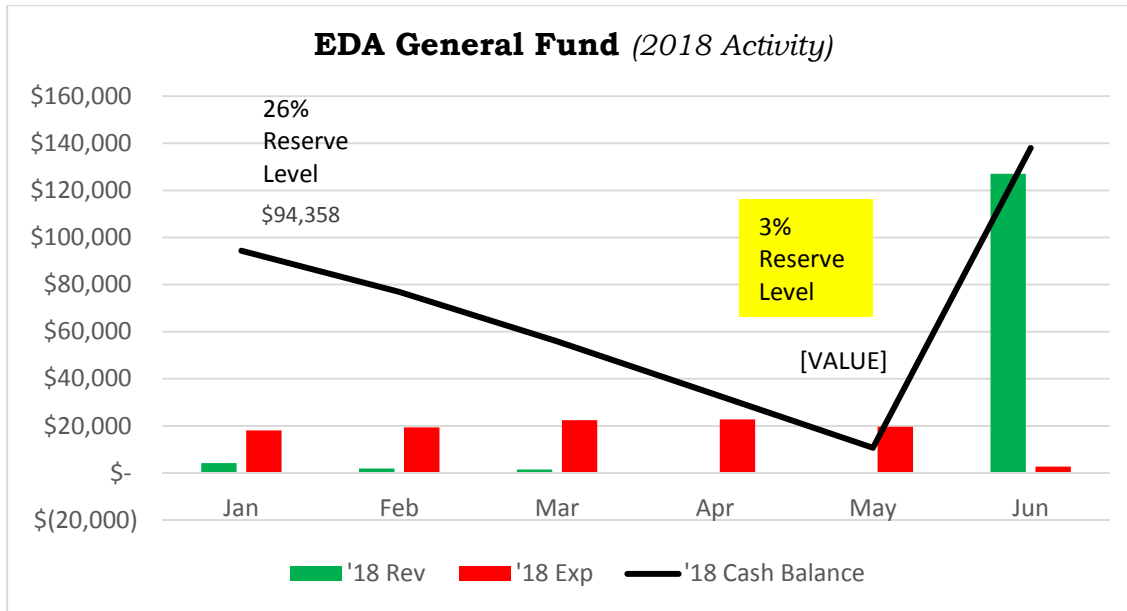
	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Actual</u>	2018 <u>Budget</u>	2019 <u>Budget</u>
#00 General EDA Programs					
Office Supplies	\$ -	\$ 35	\$ -	\$ -	\$ 200
Prof. Services: City Staff	62,540	205,723	207,400	159,600	174,840
Prof. Services: Recording Secretary	945	1,488	1,520	2,500	3,500
Prof. Services: EDA Attorney, Other	7,665	12,897	9,423	15,000	16,000
Prof. Services: ECHO, Rice/Larp., Other	14,625	43,875	119,541	-	-
Postage	492	277	2,133	-	-
Transportation	374	511	732	-	-
Mileage Reimbursement	-	-	-	-	700
Training: Education	523	783	1,824	4,500	5,500
Training: Board/Staff	-	-	-	1,500	1,500
Memberships & Subscriptions	736	440	1,450	1,500	2,000
Misc:	876	1,653	17,223	2,000	4,500
Computer Equipment	-	-	-	-	1,000
Admin Service Fee	8,241	9,080	9,650	9,650	9,650
Subtotal	\$ 97,016	\$ 276,761	\$ 370,897	\$ 196,250	\$ 219,390
<b>Total Expenditures</b>	\$ 745,450	\$ 323,736	\$ 421,944	\$ 360,150	\$ 623,660
<b>Surplus (Deficit)</b>	\$ (8,778)	\$ (220,414)	\$ (12,417)	\$ -	\$ -

**Roseville EDA/HRA Available Cash Balances**

Amount Available for <u>EDA</u> Activities ( <i>as of Dec 31</i> )	\$ 330,844	\$ 110,430	\$ 98,013	\$ 98,013	(est. for '18)
Recommended <u>Min.</u> Cash Balance <u>Level</u> at Year-End **	35%	35%	35%	35%	
Recommended <u>Min.</u> Cash Balance at Year-End	n/a	n/a	\$ 126,053	\$ 218,281	
** 35% of the following year's annual operating budget.					

Amount Available for HRA Activities (*as of 6/30/18*)

<u>Current Program Designation</u>	<u>Amount</u>
CDBG Program	\$ 299,840
SF Revolving Loans Held by CRF	575,700
Housing Replacement / SF Construction	417,036
Property Abatement	127,993
Multi-Family & Housing Program	1,659,533
	<u>\$ 3,080,102</u>



Attachment D

James C. Erickson, Sr.  
Caroline Bell Beckman  
Charles R. Bartholdi  
Kari L. Quinn  
Mark F. Gaughan  
James C. Erickson, Jr.  
Erich J. S. Hartmann  
Melissa K. Loonan

Robert C. Bell  
(1926 - 2014)

**E**  
**B**  
**B**  
**Q**  
**RICKSON,  
ELL,  
ECKMAN &  
QUINN, P.A.**

1700 West Highway 36  
Suite 110  
Roseville, MN 55113  
(651) 223-4999  
(651) 223-4987 Fax  
www.ebbqlaw.com

August 21, 2018

Via Electronic Mail Only

Mr. Patrick J. Trudgeon  
City Manager  
City of Roseville  
2660 Civic Center Drive  
Roseville, MN 55113

RE: City of Roseville Re: Permit Fees  
Our File No.: 1011-00211

Dear Mr. Trudgeon:

As we have discussed in person, there has been some discussion at the City regarding the potential use of permit fees within the Community Development Department for general city projects. You asked this office to research the issue for a conclusion as to whether such usage of CD permit fees is appropriate under state law.

The answer is no. Under Minnesota Statutes section 462.353, subd. 4:

**Fees.**

(a) A municipality may prescribe fees sufficient *to defray the costs incurred by it in reviewing, investigating, and administering an application* for an amendment to an official control established pursuant to [the Municipal Planning Act] or an application for a permit or other approval required under an official control established pursuant to those sections. Except as provided in subdivision 4a, fees as prescribed must be by ordinance. Fees must be fair, reasonable, and proportionate and have a nexus to the actual cost of the service for which the fee is imposed.

(b) A municipality must adopt management and accounting procedures to ensure that fees are maintained and *used only for the purpose for which they are collected*. Upon request, a municipality must explain the basis of its fees.

(*emphasis added*)

Therefore, any permit fees collected by the Community Development Department cannot be used for general City projects or purposes.

Mr. Patrick J. Trudgeon  
August 21, 2018  
Page 2

Very truly yours,

ERICKSON, BELL, BECKMAN & QUINN, P.A.

A handwritten signature in blue ink, appearing to read "Mark F. Gaughan", is positioned above the printed name.

Mark F. Gaughan

MFG/kmw

cc: Kari Collins

**EXTRACT OF MINUTES OF MEETING OF THE  
ROSEVILLE ECONOMIC DEVELOPMENT AUTHORITY**

Pursuant to due call and notice thereof, a meeting of the Roseville Economic Development Authority, County of Ramsey, Minnesota, was duly called and held at the City Hall on Monday, the 24<sup>th</sup> day of September, 2018, at 6:00 p.m.

The following members were present:

and the following were absent:

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption

**Resolution No. 28**

**A Resolution Requesting A Tax Levy in 2018 Collectible in 2019**

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Roseville Economic Development Authority, Minnesota (the "Authority"), as follows:

Section 1. Recitals.

- 1.01. The Authority is authorized by Minnesota Statutes Section 469.107 to request that the City of Roseville, Minnesota (the "City") levy a tax on all taxable property within the City, subject to approval of such tax levy by the City Council of the City, for the benefit of the Authority (the "EDA Levy").
- 1.02. The Authority is authorized to use the amounts collected by the EDA Levy for the purposes provided in Minnesota Statutes, Section 469.090 to 469.1081 (the "EDA Act").

Section 2. Findings

- 2.01. The Authority hereby finds that it is necessary and in the best interest of the City and the Authority to request that the City Council of the City adopt the EDA Levy to provide funds necessary to accomplish the goals of the Authority.

Section 3. Adoption of EDA Levy.

- 3.01. The Authority hereby requests that the City levy the following amount, which is no greater than 0.01813 percent of the City's estimated market value, to be levied upon the taxable property of the City for the purposes of the EDA Levy described in Section 1.02 above and collected with taxes payable in 2019:

Amount: \$623,660



Section 4. Report to City and Filing of Levies.

- 4.01. The executive director of the Authority is hereby instructed to transmit a certified copy of this Resolution to the City Council with the Authority's request that the City include the EDA Levy in its certified levy for 2018.

Adopted by the Board of the Authority this 24<sup>th</sup> day of September, 2018.

Certificate

I, the undersigned, being duly appointed Executive Director of the Roseville Economic Development Authority, Minnesota, hereby certify that I have carefully compared the attached and foregoing resolution with the original thereof on file in my office and further certify that the same is a full, true, and complete copy of a resolution which was duly adopted by the Board of Commissioners of said Authority at a duly called and regularly held meeting thereof on September 24, 2018.

I further certify that Commissioner \_\_\_\_\_ introduced said resolution and moved its adoption, which motion was duly seconded by Commissioner \_\_\_\_\_, and that upon roll call vote being taken thereon, the following Commissioners voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Witness my hand as the Executive Director of the Authority this 24<sup>th</sup> day of September, 2018.

\_\_\_\_\_  
Executive Director, Patrick Trudgeon  
Roseville Economic Development Authority