

EDA Members:
Dan Roe,
President
Robert Willmus,
Vice President
Julie Strahan,
Treasurer
Jason Etten
Wayne Groff



**Economic Development Authority
Meeting Agenda
Monday, September 19, 2022
6:00pm**

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651 - 792 - 7000

Website:
www.growroseville.com

Members of the public who wish to speak during public comment or an agenda item during this meeting can do so in person or virtually by registering at

www.cityofroseville.com/attendmeeting

1. 6:00 P.M. Roll Call
Voting & Seating Order: Willmus, Etten, Groff, Strahan, and Roe
2. 6:02 P.M. Pledge Of Allegiance
3. 6:03 P.M. Approve Agenda
4. 6:04 P.M. Public Comment
5. Business Items (Action Items)
 - 5.A. 6:05 PM Adopt A Resolution Requesting A Preliminary Tax Levy Collectible In 2023
Documents:
[5A REPORT AND ATTACHMENTS.PDF](#)
 - 5.B. 6:15 PM Adopt Resolutions Of Support For Various Applications For Grant Funding
Documents:
[5B REPORT AND ATTACHMENTS.PDF](#)
6. 6:20 P.M. Adjourn



REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

Date: 09/19/2022

Item No.: 5a

Department Approval

Executive Director Approval

Janice Gundlach

Item Description: Review a preliminary budget and adopt a Resolution requesting a preliminary tax levy collectible in 2023

1
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.

5
6 To request a preliminary EDA levy, the REDA must adopt a budget for consideration by the City Council
7 via Resolution. Once the initial EDA levy request is approved, the levy may be lowered but cannot be
8 raised above the preliminary level. The maximum amount the REDA can levy for in 2023 is \$1,035,389.

9
10 *A preliminary levy of \$411,505 is being proposed for 2023, a decrease of \$31,065 from the EDA's 2022*
11 *levy. When factoring in a projected valuation increase on single family homes of 13.1% for taxes payable in*
12 *2023, the preliminary levy amount proposed would result in an estimated decrease of \$0.97 in the annual*
13 *EDA property tax for a median valued single-family home projected to be valued at \$335,400.*

14
15 Since the EDA's last budget discussion on July 18, 2022, the proposed 2023 budget and levy were reduced
16 by \$3,470 to reflect updated personnel numbers from benefits savings. The annual EDA levy impact
17 numbers were also updated by the Finance Director.

18
19 **STAFFING**

20 The Community Development Director is proposing no changes to the staffing structure for 2023.
21 Economic Development staff supported by the EDA levy include a full-time Economic Development and
22 Housing Program Manager and a .5 time Economic Development Coordinator (who also holds the title of
23 GIS Specialist). The most significant impact proposed for 2023 consists of inflationary costs related to
24 salaries and benefits.

25
26 The total cost for EDA staff in 2023 is anticipated to be: **\$198,080**

<p>27 28 <u>General REDA Expenditures and Personnel</u> The REDA has operating costs associated with overhead, staff, attorney fees, recording secretary services, and continuing education/training of staff. This amount reflects total operating costs and personnel costs.</p>	<p>\$244,780 <i>(includes the \$198,080 of staff-only costs)</i></p>
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29 Programming costs are provided on the next page.

30 **PROGRAMMING**

31 The tables below outline existing housing and economic development programs the City of Roseville’s
 32 Economic Development Authority currently maintains. In addition to personnel costs, accompanying costs
 33 of these programs are included herein.

34 In 2023, the following programs will continue to operate but do not require additional funds:

<p><u>Multi-Family Loan and Acquisition Funds</u> 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 available for general redevelopment activities and has a balance of \$1,727,251* (fund 724).</p>	\$0
<p>Roseville Rehab Revolving Loan Program, Last Resort – Emergency Deferred Program, Manufactured Home Improvement Program, Senior Deferred Loan Program, and First Generation Down Payment Assistance Program. This fund has a balance of \$700,376* (fund 723).</p>	\$0
<p>Abatement Assistance (payment of abatement costs for code enforcement activities). This fund has a balance of \$135,873* (fund 722).</p>	\$0
<p>Housing Replacement/Single Family Construction Fund. This fund has a balance of \$483,077* (fund 720).</p>	\$0

35 *fund balances noted are as-of June 30, 2022.

36
 37 In 2023, the following programs are proposed to be budgeted for as follows:

<p><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 at least 200 energy efficiency audits to be completed each year. This budget reflects a \$2,500 increase, which is attributable to CEE’s proposed professional service cost increase to administer loans.</p>	\$30,350
<p><u>Marketing</u> This budget is maintained for printing and mailing of marketing materials. This budget has also been used to fund housing studies. The Council’s 2021-2022 Strategic Priority related to Housing calls for an updated Housing Needs Assessment in “2022 and beyond”. \$5,000 will not fully fund an updated Housing Needs Assessment. However, based upon the volume of housing units currently under construction, and the state of the housing market generally, staff suggests leaving this budget flat until it is better understood when the most value will come from an updated study. If necessary in 2023, excess fund balance monies could be used or the study could be delayed.</p>	\$5,000
<p><u>Economic Development</u> The Economic Development budget reflects resources to aid in outreach to existing and prospective businesses. Current efforts include partnerships with</p>	\$64,500

<p>the Minnesota State Chamber, St. Paul Area Chamber of Commerce, Twin Cities North Chamber, and others to assist with quarterly educational workshops, newsletters, and yearly networking events. Recruitment, acquisition assistance, and marketing efforts are being programmed through the use of economic development consulting (\$40,000), which includes the City’s public finance consultant Ehler’s. Annual contract obligations for Golden Shovel Agency economic development marketing services are also included in this total (\$12,000). This budget reflects an increase of \$11,000 from 2022. Staff is proposing contracting with the St. Paul Area Chamber of Commerce for BRE&A services at a cost of \$10,000. The increase also includes \$1,000 to reflect actual incurred costs of our partnership with the various Chambers.</p>	
<p><u>Southeast Roseville Initiatives</u> The Cities of Roseville, St. Paul and Maplewood hired the Saint Paul Area Chamber of Commerce in 2019 to begin implementation of the Rice & Larpenteur Alliance, which stemmed from completion of the Rice/Larpenteur Gateway Visioning Plan. In March of 2022, SPACC’s contract was extended an additional 12 months, with the City of Roseville (and Maplewood and St. Paul) continuing to set aside funds in support of the alliance and any other initiatives that may occur as a result of the visioning plan. The Rice & Larpenteur Alliance’s Strategic Fundraising Framework programs reductions in contributions for contributing cities, however the impact of COVID continues to limit the Alliance’s ability to fundraise. As such, staff would recommend this budget remain flat for 2023. Because Roseville serves as the fiscal agent to the Alliance, and to comply with standard best practices in budgeting, the EDA will budget for the full Alliance funding of \$125,000, even though Roseville’s costs are only \$40,000. A revenue item has been inserted to account for Maplewood and St. Paul’s financial contribution towards the Alliance (\$85,000).</p>	<p style="text-align: right;">\$125,000 (\$40,000 is Roseville’s cost)</p>
<p><u>Open to Business/Small Business Assistance</u> Ramsey County executed a contract with the Metropolitan Consortium of Community Developers in the 1st quarter of 2020, bringing the Open to Business program to the City of Roseville. This program provides free business consulting services to Roseville businesses, as well as access to capital. There is no cost to the City for Open to Business. Beginning in 2020, the EDA began setting aside funds to administer a small business loan program in partnership with Open to Business. For year 2021, the EDA raised this budget by \$50,000 in recognition that small businesses will likely need additional support post-COVID. In 2021, the EDA agreed to create and fund a Small Business Loan Program in partnership with Open to Business, which these funds would be used for. To date, no loans have originated. Based on the program limiting individual loans to \$50,000, and the accumulation of funds since 2020, the EDA can currently fund nearly five loans. As such, staff recommends lowering this budget until such a time that loans are being utilized and there is a demand for more funding. Staff recommends continuing to budget for at least one new loan per year, or \$50,000. This would be a decrease of \$48,575 from 2022.</p>	<p style="text-align: right;">\$50,000</p>
<p>Total 2023 Levy Supported Program Expenses</p>	<p style="text-align: right;">\$274,850</p>

40 **NON-PROPERTY TAX REVENUE**

41 Historically, the levy has been the sole source to funding for activities conducted by the REDA. Several
42 years ago the University of Northwestern committed to paying the City \$23,125 annually in recognition of
43 their tax-exempt status and continued expansion beyond their campus property. This “charitable pledge” is
44 for economic development efforts aimed at expanding the tax base, thus they’ve been allocated to the
45 REDA. This revenue is used to offset expenses. Staff continues to program this revenue towards the EDA.
46 The charitable pledge payments, per the June 2014 agreement, are set to expire in 2024. In the fourth
47 quarter of 2022, staff will begin engaging with Northwestern to extend the Charitable Pledge Agreement.
48 There are no guarantees Northwestern will cooperate.

49

Total EDA Proposed Budget: (Program Expenses + REDA Expenditures & Personnel)	<i>\$519,630**</i>
Minus Non-Property Tax Revenue	<i>-\$23,125</i>
Southeast Roseville Revenues	<i>-\$85,000</i>
Proposed Preliminary 2023 Levy	<i>\$411,505</i> <i>(7% or \$31,065 decrease from 2022)</i>

50 ******the cash balance of the EDA general fund as of July 28, 2022 is \$447,868 (fund 725), which exceeds 35%
51 of the proposed operating budget for 2023.

52 **STAFF RECOMMENDATION**

53 Approve the EDA’s proposed 2023 Budget and Preliminary Tax Levy in the amount of \$411,505.

54

55 **REQUESTED EDA ACTION**

56 By motion, adopt a Resolution requesting a Preliminary Tax Levy in 2022, collectible in 2023, in the
57 amount of \$411,505.

58

Prepared by: Janice Gundlach, Community Development Director
Attachments: A. Resolution
B. REDA Budget Comparison

**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 19th day of September, 2022, 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. XX

A Resolution Requesting A Tax Levy in 2022 Collectible in 2023

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 2023:

Amount: \$411,505

41

42

Section 4. Report to City and Filing of Levies.

43

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 2023.

44

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46

Adopted by the Board of the Authority this 19th day of September, 2022.

47

Certificate

48 I, the undersigned, being duly appointed Executive Director of the Roseville Economic
49 Development Authority, Minnesota, hereby certify that I have carefully compared the attached
50 and foregoing resolution with the original thereof on file in my office and further certify that the
51 same is a full, true, and complete copy of a resolution which was duly adopted by the Board of
52 Commissioners of said Authority at a duly called and regularly held meeting thereof on
53 September 19, 2022.

54 I further certify that Commissioner _____ introduced said resolution and moved its
55 adoption, which motion was duly seconded by Commissioner _____, and that upon
56 roll call vote being taken thereon, the following Commissioners voted in favor thereof:
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60 and the following voted against the same:

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63 whereupon said resolution was declared duly passed and adopted.

64 Witness my hand as the Executive Director of the Authority this 19th day of September,
65 2022.

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Executive Director, Patrick Trudgeon
Roseville Economic Development Authority

City of Roseville Economic Development Authority 2023 Proposed Budget Fund 725 as of August 16, 2022					
Account		2020	2021	2022	2023
Number	Description	Adopted Budget	Adopted Budget	Adopted Budget	Proposed Budget
	Proposed Revenues:	Revenue	Revenue	Revenue	Revenue
	Investment Income				
	Cash carry-over				
	Cashflow Reserve				
	Northwestern Charitable Pledge	\$23,125.00	\$23,125.00	\$23,125.00	\$23,125.00
	Southeast Roseville (St. Paul & Maplewood)			\$85,000.00	\$85,000.00
	Property Tax paid late				
	EDA Levy	\$463,400.00	\$453,670.00	\$442,570.00	\$411,505.00
	Total Revenue	\$486,525.00	\$476,795.00	\$550,695.00	\$519,630.00
Number	Description				
	Proposed Expenses:				
	Housing Replacement/Single Family Construction Funds				
71	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00
430000	Printing	\$0.00	\$0.00	\$0.00	\$0.00
434000	Miscellaneous	\$0.00	\$0.00		
448000	Contractor Payments				
490000	Housing Replacement/Single Family Construction Funds	\$0.00	\$0.00	\$0.00	\$0.00
71	Multi Family Loan & Acquisition Fund				
72	Professional Services	\$0.00	\$0.00	\$0.00	\$0.00
430000	Printing	\$0.00	\$0.00	\$0.00	\$0.00
434000	Rental Licensing - Manager/Owner Meeting				
448000	Other Services & Charges - Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
490000	ECHO Project 2016 Final				
72	Multi Family Loan & Acquisition Fund	\$0.00	\$0.00	\$0.00	\$0.00
73	Ownership Rehab Program				
430000	Professional Services-CEE	\$15,000.00	\$15,000.00	\$15,000.00	\$17,500.00
433000	Advertising				
	Other Services & Charges Fees for Loan Closing				
490000	Green Award Program	\$850.00	\$850.00	\$850.00	\$850.00
	Energy Efficiency Program	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
73	Ownership Rehab Program Total	\$27,850.00	\$27,850.00	\$27,850.00	\$30,350.00
74	First Time Buyer Program				
430000	Professional Services - Educational Outreach				
433000	Advertising				
448000	Other Services & Charges (448000, 424000)	\$0.00	\$0.00	\$0.00	\$0.00
490000	Live/work RSV program				
74	First Time Buyer Program Total	\$0.00	\$0.00	\$0.00	\$0.00
78	Neighborhood Enhancement Program				
430000	Prof Services - City of Roseville	\$41,360.00			
433000	Marketing -Printing and Mailing	\$8,000.00			
	Other Services & Charges				
78	Neighborhood Enhancement Program Total	\$49,360.00	\$0.00	\$0.00	\$0.00
82	Marketing Studies				
430000	Market Research				
434000	Printing Marketing Materials	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
448000	Miscellaneous-Postage	\$0.00	\$0.00		
82	Marketing Studies	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
56	Economic Development				
430000	Golden Shovel (Including Intern as needed)	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
430000	Economic Development Consultant On-Call	\$50,000.00	\$50,000.00	\$30,000.00	\$40,000.00
433000	BR&E Newsletter page, other outreach	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
441000	Business Educational Series	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
448000	Salesforce & Misc.	\$500.00	\$500.00	\$500.00	\$1,500.00
56	Economic Development Program Total	\$73,500.00	\$73,500.00	\$53,500.00	\$64,500.00
727	Southeast Roseville Initiatives	\$50,000.00	\$40,000.00	\$125,000.00	\$125,000.00
726	Open-to-Business/Small Business Loan Program	\$48,575.00	\$98,575.00	\$98,575.00	\$50,000.00
00	General EDA Expenditures				
430000	City of Roseville Economic Development Staff	\$186,540.00	\$188,170.00	\$194,070.00	\$198,080.00
430000	Prof. Svs. (Secretary)	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
0006	Prof. Svs. (EDA Attorney)	\$17,000.00	\$15,000.00	\$15,000.00	\$15,000.00
460001	Admin Service Fee	\$12,000.00	\$12,000.00	\$15,000.00	\$15,000.00
441000	Education (Training/Conferences)	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
441000	Training for Board	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
441000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00
442000	Mbrship/Subscriptions	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
448000	Miscellaneous	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
432000	Mileage Reimbursement	\$700.00	\$700.00	\$700.00	\$700.00
453009	Computer Equipment				
	Operating Reserves				
00	General EDA Expenditures	\$232,240.00	\$231,870.00	\$240,770.00	\$244,780.00
	Subtotal Expenditures	\$486,525.00	\$476,795.00	\$550,695.00	\$519,630.00
	Total Budgeted Expenses	\$486,525.00	\$476,795.00	\$550,695.00	\$519,630.00



REQUEST FOR ECONOMIC DEVELOPMENT AUTHORITY ACTION

Date: 09/19/2022

Item No.: 5b

Department Approval

Executive Director Approval

Janice Gundlach

Item Description: Consideration of resolutions supporting applications for various grant funds

1
2 **BACKGROUND**

3 Roseville Economic Development Authority (REDA) staff intend to apply for grant funds from two
4 different entities for two different projects, as described below. Resolutions of support are a necessary
5 application submittal.

6
7 ***2690 Prior Avenue (known as the PIK property)***

8 Ryan Companies has been working with staff on a redevelopment concept for the 13 acre PIK property,
9 located at 2690 Prior Avenue. The concept consists of a job-generating use that would comply with the
10 Zoning Code. The property has over \$2.5 million of environmental remediation that has been identified and
11 multiple funding sources will likely be necessary in order to realize redevelopment. REDA staff is looking
12 to make an application for Ramsey County Environmental Response Funds (ERF) to assist with a portion of
13 the clean-up costs. These funds are only available to apply for twice a year, in the spring and fall. Ryan
14 Companies is still working with the property owner to secure site control. REDA staff would only make the
15 application if/when Ryan Companies has finalized the representation agreement with the owner, PIK
16 Terminal CO. Limited Partnership.

17
18 ***Roseville EDA Community Land Trust Program with Twin Cities Habitat for Humanity***

19 The REDA entered into a partnership with Twin Cities Habitat for Humanity (TCHFH) to provide first time
20 affordable homeownership through a Community Land Trust (CLT) on November 8, 2021. TCHFH has
21 acquired five homes and has purchase agreements in place for two more homes that need rehabilitation. All
22 homes require environmental assessments to identify asbestos and lead-based paint that needs remediation
23 or encapsulation. In addition, some of the homes need rehabilitation to support a family. These
24 environmental and rehabilitation needs bring added cost. As such, REDA staff is looking to apply for grant
25 funding through the Metropolitan Council’s Local Housing Incentives Account (LHIA) Affordable
26 Homeownership Pilot. This program is new and applications are due the end of October 2022.

27
28 **STAFF RECOMMENDATION**

29 Staff is providing the following items for the REDA to consider:

- 30 1. Adopt a Resolution of support to apply for Ramsey County ERF grant funds to assist with
31 environmental remediation at 2690 Prior Avenue (PIK site).
32 2. Adopt a Resolution of support to apply to Metropolitan Council’s LHIA Affordable
33 Homeownership Pilot program to assist the CLT program.

36 **REQUESTED REDA ACTION**

37 By two separate motions staff is requesting the REDA to consider:

- 38 1. Adopt a Resolution of support to apply for Ramsey County ERF grant funds to assist with the
39 environmental remediation at 2690 Prior Avenue (PIK site).
40 2. Adopt a Resolution of support to apply to Metropolitan Council's LHIA Affordable
41 Homeownership Pilot program to assist the CLT program.
42

43 Prepared by: Jeanne Kelsey, Housing and Economic Development Program Manager, 651-792-7086

Attachment A: Resolution of support for Ramsey County ERF

B: Resolution of support for Metropolitan Council's LHIA Affordable Homeownership Pilot program

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the Board of Commissioners (the “Board”) of the Roseville Economic Development Authority (the “Authority”) was duly held on the 19th day of September, 2022, 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. XX

**RESOLUTION IN SUPPORT OF APPLICATION FOR RAMSEY COUNTY
ENVIRONMENTAL RESPONSE GRANT FUNDS FOR PIK PROPERTIES 2690 PRIOR
AVENUE NORTH**

WHEREAS the Roseville Economic Development Authority (the “Authority”) is eligible to apply for an Environmental Response Fund (“ERF”) grant from Ramsey County (the “County”) for eligible projects; and

WHEREAS only a limited amount of grant funding is available through the ERF during each funding cycle, and the County has determined that it is appropriate to allocate such funds only to eligible projects where the funds assist with environmental cleanup that meets ERF priorities; and

WHEREAS the Authority understands that grants funded through the ERF are intended to fund a portion of the costs of environmental cleanup of brownfield properties; and

WHEREAS the Authority is requesting ERF grant assistance in connection with its redevelopment of 2690 Prior Avenue North, vacant trucking terminal into light assembly office (the “Project”) within the City of Roseville, and the Authority has determined that the Project meets the purposes and criteria of the ERF; and

WHEREAS the Authority has the institutional, managerial and financial capability to ensure adequate administration of the Project; and

WHEREAS the Authority agrees that if it receives ERF grant assistance for the Project, it will comply with all applicable laws and regulations as provided in the ERF grant agreement in its administration of the ERF grant; and

WHEREAS the Authority agrees to act as legal sponsor for the Project described in the ERF grant application to be submitted on or before November 1, 2022.

NOW THEREFORE BE IT RESOLVED THAT the Roseville Economic Development Authority:

1. Supports the request for an ERF grant through the County to finance a portion of the costs associated with environmental remediation of the proposed Project.
2. Authorizes the Executive director or their designee to execute and submit an ERF grant application along with any related required documents and forms related to such application related to the Project as described herein.

Adopted by the Board of the Authority this 19th day of September, 2022.

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 19, 2022.

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 ____ day of September, 2022

Executive Director, Patrick Trudgeon
Roseville Economic Development Authority

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

* * * * *

Pursuant to due call and notice thereof, a regular meeting of the Board of Commissioners (the “Board”) of the Roseville Economic Development Authority (the “Authority”) was duly held on the 19th day of September, 2022, 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.

**RESOLUTION IDENTIFYING THE NEED FOR LOCAL HOUSING INCENTIVE
ACCOUNT AFFORDABLE HOMEOWNERSHIP PILOT FUNDING AND
AUTHORIZING APPLICATION FOR GRANT FUNDS**

WHEREAS the Roseville EDA is eligible to apply for Local Housing Incentive Account (LHIA) Affordable Homeownership Pilot Funding on behalf of cities participating in the Livable Communities Act’s Housing Incentives Program for 2022 as determined by the Metropolitan Council; and

WHEREAS the Roseville EDA has identified proposed projects within the City of Roseville that meet the LHIA Affordable Homeownership Pilot Funding purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council’s adopted metropolitan development guide; and

WHEREAS the Roseville EDA has adopted Guidelines for Allocation of REDA Funds For Community Land Trust Properties on November 11, 2021 and amended on January 24, 2022 (the “Land Trust Program”) to support the rehabilitation and new construction of single family homes to provide affordable single family homes throughout the City of Roseville; and

WHEREAS, the Roseville EDA plans to use the LHIA Affordable Homeownership Pilot Funding grant to support its Land Trust Program (the “Project”); and

WHEREAS the Roseville EDA has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the Roseville EDA certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

45 WHEREAS the Roseville EDA agrees to act as legal sponsor for the Project if grant
46 application to be submitted on or before October 28, 2022 is approved; and
47

48 WHEREAS the Roseville EDA Authority acknowledges LHIA Affordable
49 Homeownership Pilot Funding grants are intended to fund projects or project components that
50 can serve as models, examples or prototypes for rehabilitation and new construction of homes for
51 affordable homeownership elsewhere in the region, and therefore represents that the proposed
52 projects or key components of the proposed projects can be replicated in other metropolitan-area
53 communities; and
54

55 WHEREAS only a limited amount of grant funding is available through the Metropolitan
56 Council's LHIA Affordable Homeownership Pilot Funding during each funding cycle and the
57 Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to
58 eligible projects that would not occur without the availability of LHIA Affordable
59 Homeownership Pilot Funding.
60

61 NOW, THEREFORE, BE IT RESOLVED, that the Roseville Economic Development
62 Authority:

- 63
- 64 1. Expresses its support for participation in the LHIA Affordable Homeownership Pilot
65 Funding program;
- 66 2. Authorizes its Executive Director to submit an application as described herein, along with
67 any related required documents and forms related to such application for Metropolitan
68 Council LHIA Affordable Homeownership Pilot grant funds; and
- 69 3. Authorizes the Executive Director, if such funds are received, to execute such agreements
70 to accept such funding as required by the Metropolitan Council, including but not limited
71 to the Acknowledgement of Receptivity of a Metropolitan Council LCA Funding Award.
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73 Adopted by the Board of the Authority this 19th day of September, 2022.
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Certificate

I, the undersigned, being duly appointed Executive Director of the Roseville Economic Development Authority, 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 19, 2022.

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 ____ day of September, 2022

Executive Director
Roseville Economic Development Authority