



## Minutes

### Roseville Economic Development Authority (REDA)

City Council Chambers, 2660 Civic Center Drive

Tuesday, April 17, 2018 – 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: McGehee, Willmus, Laliberte, Etten, and Roe.

**Present:** President Dan Roe and Board Members Tammy McGehee, Robert Willmus, Lisa Laliberte, and Jason Etten.

**Others Present:** Executive Director Pat Trudgeon, Assistant City Manager Rebecca Olson, Community Development Director Kari Collins, Housing & Economic Development Program Manager Jeanne Kelsey, City Attorney Martha Ingram.

#### 2. Pledge of Allegiance

#### 3. Approve Agenda

McGehee moved, Willmus seconded, approval of the REDA agenda as presented.

**Ayes: 5**

**Nays: 0**

**Motion carried.**

#### 4. Public Comment

#### 5. Business Items

##### a. Consider Acquisition and Partnership of Tax-Forfeited Property Located at 1125 Sandhurst Drive West

Housing & Economic Development Program Manager Kelsey provided a brief summary of this proposal as detailed in the staff report and attachments dated April 17, 2018.

At the February 12, 2018, REDA meeting, staff was directed to find a partner to rehab the property. Four proposals were received:

- Neighborhood Works & Rondo Community Land Trust (2 different proposals)
- Twin Cities Habitat for Humanity
- CAP Ramsey/Washington County

Housing & Economic Development Program Manager Kelsey indicated that staff met with each candidate and discussed the various levels of requested

subsidy. Staff determined all proposals should be given consideration. Both the Neighborhood Works & Rondo Community Land Trust proposals, as well as Twin Cities Habitat for Humanity, requested subsidy of acquisition, maintenance, and closing costs to be paid for by the REDA. Those funds would remain in the project as a second mortgage. In addition, if the City wants to maintain this property for a 99-year type term of affordability, Rondo Land Trust would need an additional \$30,000 from the REDA. She also explained the CAP agency proposal, noting they would not need any financial assistance, as they can access County funds dedicated just to their organization. They could maintain it as-a rental-affordable for a long period of time. She noted that the developers have also been requested to come in case there are any questions staff is unable to address tonight.

Member McGehee asked the summary difference between Neighborhood Works proposal and the Neighborhood Works partnership with Rondo proposal.

Beth Hyser, Chief Program Officer, NeighborWorks Home Partners, stated her organization has been doing community development, home improvement lending, home ownership counseling, and education for more than 35 years, primarily in St. Paul. The counseling education has been done throughout the Metro. NeighborWorks is a sub-grantee for the City of St. Paul for down payment assistance and is very familiar with working with CDBG funds. The proposal is to serve people at 80% of the area median income, and the acquisition subsidy is necessary to make it work. She noted that in contrast with Habitat for Humanity, they do not use donated labor. There are a few donated materials, but a general contractor and subcontractors are hired.

Becky Errigo, NeighborWorks, stated she is very familiar with CDBG funds and has worked with them for over 20 years.

Ms. Hyser noted that Greg Finzell is also present at the meeting, representing Rondo Land Trust. In the proposed partnership, NeighborWorks would take the role as the general project manager and would work with Rondo Land Trust to include additional energy requirements. The land would then be part of the Rondo Land Trust, which has a County-wide land trust. The proposal calls for 99-year affordability, so \$77,000 is being requested.

Greg Finzell, Rondo Land Trust, stated his organization has been doing single family homes as well as some duplexes for 20 years in St. Paul and now also into the suburbs. Families are qualified for the program in terms of income, and they sign a ground lease for 99 years. They have to be at 80% or less of median income, and they agree to sell back to another family at 80% or less. They agree to a limited equity formula, so the house remains affordable. In the case of the Sandhurst property, it is 25% of any appreciation. As long as market rate houses are increasing, so do Land Trust homes. Because they are

tied together for 99 years, Land Trust is a resource available. There are a lot of families who have never owned a home before, nor has any other member of their extended family, so these first-time homeowners need resources. He also noted that Rondo Land Trust has very few resales.

Member Laliberte asked about an education process regarding the community's requirements when a new owner is identified.

Mr. Finzell responded there is an orientation session with every homeowner that explains Rondo's model. He noted that some buyers will receive a notice asking to shovel the walk, because they had not realized they must shovel both their private sidewalk as well as the public sidewalk in front of their home. Those types of things will crop up. If there is a notice in St. Paul, about long weeds or abandoned cars, that notice also comes to Rondo, and then staff can follow up. On the County records, the Trust will be listed alongside the owners.

President Roe asked whether the homeowner is required to leave if they surpass the 80% income threshold.

Mr. Frinzell responded that in the old days, they did have to leave. However, currently, if the homeowner reaches over 80%, that is considered a success. They have stable housing and a stable housing payment. Many homeowners go back to school and earn more money. When they sell the home, it must revert back to a family at the 80% income level.

Member Laliberte clarified that the homeowner does not have to leave if income increases but can stay there as long as he/she wants.

Mr. Frinzell confirmed that is true. The homeowner can also leave the home to an heir, and the same tax benefits are available as would be for a traditional homeowner.

President Roe thanked Mr. Frinzell, Ms. Hyser, and Ms. Errigo for their presentations.

Mike Nelson, Twin Cities Habitat for Humanity, stated Habitat for Humanity has had successful partnerships in the past with both Rondo Land Trust and with NeighborWorks. Mr. Nelson explained the Habitat model, noting they are an affiliate of Habitat International and have been active in the Twin Cities since 1985. In that 39+ years, over 1,100 homes have been constructed in the 7-county Metro area. Habitat uses a model that is basically single family, both rehabs and new construction. Habitat uses a volunteer model as well as a homeowner's sweat equity model. Habitat is a high-production affiliate, with about 50 projects per year. There is a staff of construction folks who leads folks on site Monday through Friday. Framing, drywall, landscaping can be

done by volunteers. The family works alongside the Habitat crew, and they have to put in 250 sweat equity hours. Some volunteers work for a day, some work for a week; volunteers include corporate groups as well as church groups. Habitat also finances the purchase of the home and provides lending through Bremer Bank. The housing costs must not be more than 30% of the homeowner's budget.

Mr. Nelson continued that Habitat does not have a lot of projects in Roseville, so this opportunity is exciting. There would be no issue to find a qualified family who wants to live in Roseville. Habitat provides two days of training and education, as this is a first-time home ownership program. There is a 30-year mortgage, usually a first and a second mortgage. Within that 30 years, Habitat has the right of first refusal if the homeowner decides to move on. Of the 900 active mortgages, there is a 1% rate of default or buyback. About nine properties come back to Habitat per year. Four or five may be moving on to another town, and four or five are foreclosures. In the case of a foreclosure, necessary updates are made to the property, and then it is sold to another Habitat homeowner. Homeowners have a home maintenance escrow fund, which is a forced savings program to take care of issues on the home. There is also a first-year support of neighborhood partner program, where an identified partner checks with the family about once a quarter.

Mr. Nelson continued that once a year there is a reunion with other Habitat families, picnics are held, and there are also two home ownership training classes offered within the first year of closing.

Katherine Fair, senior program officer, CAP Ramsey/Washington County, stated that CAP has been in the community for over 50 years but is better known for Head Start and its energy assistance programs. Every three years, CAP is required to do a community needs assessment, and for the past nine years, housing has been at the top of the list, if not the #1 need. One of the values of CAP is to not duplicate services in the community and to fill gaps. She is not here to compete as another home ownership program; she is here to offer an alternative use of the property, on the continuum of housing. Many CAP households spend 60 to 90 percent of their overall income. CAP wants to fill a gap for affordable rental housing. The funding would be HUD funding available for non-profits. CAP has been in this area of housing development for just over a year. There is one property currently being cleaned up, as well as one purchased single family home, and it is an occupied low-income rental property.

Ms. Fair indicated that the initial income threshold would be 60% of the area median income. A family of six would make under \$74,000 for a house like this. The period of affordability is about 20 years. CAP has no plans to not keep the home affordable. She noted that CAP is new to residential property

management, but it has been in the commercial real estate. CAP owns its building and rents out to other small non-profits.

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

Member Laliberte asked staff to clarify about the acquisition costs and whether they are to acquire the property and do demolition or to rehab.

Housing & Economic Development Program Manager Kelsey confirmed this would be a rehab project.

Willmus moved, Laliberte seconded, selection of Twin Cities Habitat for Humanity as the project partner in the acquisition of 1125 Sandhurst Road West.

### **EDA Board Discussion**

Member Willmus expressed support for the Habitat model, noting it is an ownership model. He also likes the use of volunteers as well as the sweat equity component. He also likes the support structure after the family is in the home, and that is second-to-none. Habitat has a solid track record in the communities in which they have worked. He indicated partnering with Habitat will mean a success not only for the family who is served but also for the area in which this home sits.

Member Laliberte concurred with his comments. She agreed that both the volunteer model and neighborhood partnership that is ultimately forged set up the family for success and integration into the community. The whole community around the property is also really invested.

Member Etten concurred with the comments thus far and will support the motion. He also would have been interested the Land Trust piece, as that is a unique model, something that the former HRA discussed as a potential way of securing long-term affordable situations in the community. He believes both the organizations are strong. He is very confident in what either group would do, based upon their presentations. He is happy to support Habitat.

Member McGehee expressed support for the Rondo Land Trust model, rather than the Habitat model for the long-term affordability of the house and for the energy improvements. She believes they have an equally strong support system for the potential homeowners. The cap on equity is very reasonable. She sees this as a long-term affordability situation. She would like to try the Land Trust model because it is important to keep the existing housing inventory affordable and also energy efficient. Habitat may buy this house

back, but it does not have to. This larger house would provide long-term security for a larger family. The Rondo Land Trust would have the resources and ability to make it successful. She does not support the Habitat model and would like the City to try something different.

Member Laliberte also expressed appreciation for the \$50 forced escrow savings for home repairs.

Member Etten noted that Habitat also has a goal of energy efficiency, and their homes tend to rate substantially better than the average home.

President Roe stated it is clear that all the developers have good track records. He would have been comfortable with any number of motions, but a decision has to be made. He will support the motion on the table. However, he is also interested in the Rondo Land Trust approach, and this probably will not be the only opportunity to look at their model in Roseville. In terms of CAP, given a little more time and history under their belts, the City could look at their model as well. A home rental model can be part of the mix in Roseville.

Member McGehee asked Habitat what happens if a homeowner is successful and in ten years desires to sell the home. She inquired whether the homeowner keeps all the equity and sells it.

Mr. Nelson responded that Habitat has a shared equity model, meaning there is a sliding scale of 75% - 25%, and that decreases over 30 years. 25% goes to the homeowner and 75% goes to Habitat, and that decreases 1/30 every year. The longer the family is in the home, the more equity is gained. It is similar to a Land Trust model in that regard.

Member McGehee attempted to ask a follow up question. Mayor Roe noted that there was a motion before the board.

Willmus moved, Etten seconded, calling the question.

Member McGehee stated she would abstain because she had not been able to ask her question.

**Ayes: 4**  
**Nays: 0**  
**Abstentions: 1 (McGehee)**  
**Motion carried.**

**Original Motion**  
**Ayes: 4**  
**Nays: 0**  
**Abstentions: 1 (McGehee)**

**Motion carried.**

Housing & Economic Development Program Manager Kelsey noted that the actual resolution has to be included in the motion.

City Attorney Ingram noted the motion should have properly included the resolution as well as identify the partner.

Willmus moved, Laliberte seconded, adoption of REDA Resolution No. 18, (Attachment F), entitled “a Resolution Authorizing the Purchase of Property Located at 1125 Sandhurst Drive West and to work with Twin Cities Habitat for Humanity to rehabilitate into affordable housing.

**Ayes: 4**

**Nays: 0**

**Abstentions: 1 (McGehee)**

**Motion carried.**

**b. Review Overview of 2015 Hotel-Motel Study Previously Presented to Former Housing and Redevelopment Authority (HRA), and Provide Direction on Next Steps**

Community Development Director Collins provided a brief summary of this request as detailed in the staff report and attachments dated April 17, 2018. She recalled the issuance of a 2015 report entitled, A Safer Stay, which was intended to educate the HRA on how criminal activity, calls for service, and nuisance related issues can be mitigated at lodging establishments such as hotels and motels. A list of recommendations for the HRA ranged from enforcing repeat nuisance ordinances to licensing lodging establishments. She noted that a number of staff are present to discuss what steps have been taken since the report was issued.

Fire Chief O’Neill provided an update on the fire and life safety inspections of hotels and motels that the Fire Department (FD) was charged with in 2017. Since July of 2017, about half of the hotel/motel inspections have been conducted. A number of inspections required extensive follow-up due to the nature of the violations. The FD has also met with Ramsey County Public Health, and a partnership has formed. He noted that the FD gets complaints regularly on hotels. Normally, the type of complaints concern smoke detectors and electrical issues. If it is more of a health-related issue, the FD works with Ramsey County Health Department. They have been great partners, and together the issues are usually resolved within a day or two.

Fire Chief O’Neill continued that as far as State legislation this year, the lodging licensure piece did not make it out of committee. That is now dead for this session. However, there is now a process in place and things are better inspected, and the goal is to continue to build on that progress.

President Roe asked whether Cities can establish licensing without State legislation.

Fire Chief O'Neill stated it cannot happen without establishing a Board of Health. That would then also involve swimming pools and restaurants, which would create a huge burden.

Member Willmus inquired whether the County can license hotels, since they do have a Board of Health.

Fire Chief O'Neill added that there is gray area there. Whether they can or whether they want to is difficult to discern. Staff had hoped to make more headway via State legislation. He can follow up with the County again and report back.

Member Etten asked whether substantial improvements have been made to the properties.

Fire Chief O'Neill indicated that so far, only smaller issues have been addressed. If the City had more leverage to deal with things proactively, that would be greatly beneficial. Currently, staff can make recommendations but there is not much enforcement. If it is not fire and life safety, suggestions can be made, but this process is complaint-based.

Police Chief Mathwig indicated that the Repeat Nuisance Ordinance does not necessarily apply to hotels because of the transient nature of those businesses. In September 2017, the Police Department staff met with all hotels, in preparation of the Super Bowl coming to Minnesota. He pointed out the letter that was sent to the hotels indicating that a partial enforcement of the Repeat Nuisance Ordinance would happen for things like loud parties inside a room. It would be treated similarly to an apartment complex with a loud party, which is a quality-of-life issue. That is something the hotels can control. If a loud party is shut down by the police, the hotel management is then notified that they can be held liable if they rent to the same person again who hosts another party. That has been an effective tool.

Police Chief Mathwig emphasized that the cooperation of the hotels is necessary to make this effective. A couple weeks ago, at one of the more challenging hotels, someone had passed out in the parking lot coming over from a bar. Two doses of Narcan were administered to revive the person. Hotels do have a difficult time policing their parking lots due to their transient nature, and that is one reason why the ordinance has not been applied.

President Roe asked about the general response to the meetings with hotel staff.



Police Chief Mathwig responded that eight of the hotels were very receptive. One manager of a challenging hotel, Motel Six, was going to improve things, but she was fired not long after that. Generally speaking, most hotels were positive towards the meeting and was eager to operate the business.

Member McGehee asked if the letter of September 2017 is still in effect.

Police Chief Mathwig responded affirmatively.

Member McGehee asked whether this discourages calls for service that are legitimate.

Police Chief Mathwig responded the Police Department is only going to hold the hotels accountable for things they can control.

Member McGehee asked whether hotels can still call on domestic abuse and prostitution without negative impacts.

Police Chief Mathwig responded affirmatively, noting that was made very plain to them at the meetings.

President Roe stated the key is whether the hotels pay attention to the problem renters, and whether they choose to rent a room to a person who has been evicted for their previous bad behavior.

Member Willmus commented that for the time being, the best tool available is off the table: licensing. Going forward, from a land use and planning perspective, he asked what the City can do to position hotels in geographic areas of the City that might not be as challenging going forward.

Community Development Director Collins responded this is a tough issue because there are a couple of problem hotels. There still is a place for budget hotels. But paying attention to surrounding land use is critical, because tabs cannot be kept on who is coming and going. Land uses and hours of operation will have a direct impact. As staff has this discussion, there is a 2-prong approach: the nuisance side, which there is an enforcement mechanism; and the condition of the property, which is what Fire Chief O'Neill is doing.

President Roe commented there are a number of zoning districts in the Zoning Code that allow lodging as one of the possible uses. The City would have to think carefully about the ramifications of eliminating that as a use from those districts. Also, from a liability viewpoint, spot-zoning hotels to be something else within a regional business district, for example, could be problematic.

Member Willmus asked whether the issue is focused on individual hotel owners, or whether there are other factors.

Community Development Director Collins responded it is pretty comparable to multi-family buildings; the success of those buildings depends on a good property manager.

Police Chief Mathwig added that it is both direct local ownership and ownership philosophy.

Member McGehee asked about outside access to the rooms, noting those put the management in a bad-spot, as they do not know who is going through the lobby.

Police Chief Mathwig noted that is one of the corporate ownership philosophies he referred to: having that outside access to the rooms.

Member Etten asked whether there has been any reduction in calls since the September meeting.

Police Chief Mathwig indicated that the problem properties have not changed.

Member Etten asked whether Police Chief Mathwig has met with the new management at Motel 6.

Police Chief Mathwig responded that he has not, but the regular police officers do every day.

Member Etten asked if there would be any gain by trying to work with the corporate management of the problem hotels.

Police Chief Mathwig noted there were a fair amount of recommendations. They can have positive effects, but it comes down to ownership of the properties and their philosophies.

President Roe noted that some hotels accept cash, but others require credit cards. That can be a concern with the type of clientele that can be attracted in terms of cash payments. That is a corporate management issue.

Member Willmus asked if Roseville can leapfrog local management and talk to corporate management.

Police Chief Mathwig responded he has tried several times to talk with the local ownership of two properties. The Police Chief of Woodbury has also tried several times. One of the owners operates 20 properties across the Twin Cities. He has called many times and left many cards, and there is never a response.

Member Laliberte stated it is disappointing the licensing bills are not moving ahead in this State legislative session. She wondered whether Roseville's Police Departments can get together with the other departments in the other Cities, to unite efforts and share best practices.

Police Chief Mathwig responded he has done that over the years with first-ring suburbs.

Member Laliberte commented there is a sex-trafficking training bill moving through the legislation that might affect these hotels/motels.

Police Chief Mathwig noted that Ramsey County Attorney's office funded a DVD that provided information and education on the sex trafficking industry, and all the hotels would have received a copy of that a few years ago.

Executive Director Trudgeon noted that the City of Waite Park pushed to have that hotel licensing legislation happen. Staff can push to have a coalition working on this issue both on the City level as well as on the legislative level next year.

President Roe noted that there is transiency issue not only with clientele but also with management. Moving up through the management chain on a local level will be helpful.

#### **Public Comment**

Julie Wearn, president of Roseville Visitors Association, noted that with the eight hotels, there are corporate standards that they have to pass in order to keep the flag. RVA has talked with corporate management, and there has been no response. The other two just pay a fee to use the website, and there is no corporate oversight. She noted this can be a top priority next legislative session with a variety of hospitality associations and bureaus, and they have great connections at the Capitol. From the RVA point of view, all the hotels have to be listed on the website. On the website, Trip Advisor reviews are present, which will make it clear to travelers about the quality of hotels.

Member Laliberte agreed that working with the various bureaus and associations is a fantastic resource, and they have lobbyists and have built relationships with legislators.

#### **c. Authorize Update of Comprehensive Housing Needs Analysis**

Housing & Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated April 17, 2018. She noted that during a review of the Comp Plan, it was suggested that an updated comprehensive housing market study was needed. The proposed study will focus on housing needs through 2035. Staff recommends engaging Maxfield Research and Consulting, who also conducted the last housing study, at a cost of \$15,000.

Member Etten stated he is supportive of this housing survey. He also asked where the \$15,000 would come from.

Community Development Director Collins responded there are funds leftover in the professional services account; also, the budget includes a line item for marketing studies.

Member McGehee recalled that the last Maxfield study was not very useful in her opinion. She stated that she did not think it was worth \$15,000. Some very good information has been provided by Ramsey County and Met Council. She suggested there has been good advice from the community development department, and that \$15,000 could be better spent elsewhere.

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

Member Laliberte recalled that the last Maxfield housing study was fairly heavy on the multi-family component. She was unclear whether this study will provide a good assessment of what the single-family homes contribute to this community as well.

President Roe stated that since this is a housing study, it should look at all segments of the housing market. To the extent those are in factors in Roseville's market, they will be represented in the study.

Housing & Economic Development Program Manager Kelsey noted that the last study looked at ownership opportunities as well as some projections for cooperatives like senior housing. It provided an absorption rate and showed concern that the City was getting too heavy in one area. As housing opportunities come before the City, it may guide the Council on what is missing in the market. Townhomes were missing in that last study, and no proposals have come forward since. But other proposals have come forward to addressing missing segments in the housing market.

Community Development Director Collins stated the study will look at current inventory as well as what the market currently demands, as well as what it will support for the full range of housing options.

Member Laliberte commented she understands the desire to make reference to a more current study. However, the City has had a lot of conversations about what housing stock is missing. She does not know if a study will change her mind about what has been discussed for a long time. The City knows that houses go up for sale, units become available, and they sell right away. The property at Garden Street Station was hoped to be more affordable than the price it actually sold for. The new properties at Dale and C are also expensive.

McGehee moved, Laliberte seconded, denial of the request to enter into contract with Maxfield Research and Consulting.

### EDA Board Discussion

Member McGehee concurred with many of the comments made by Member Laliberte. She does not see the benefit, for \$15,000, and she did not see the benefit last time.

Member Laliberte stated she would support having an open house, bringing in developers who do the kind of housing that the City is lacking. Moving the ball forward with that \$15,000 would be better spent. She is waiting to hear a strong feeling from the rest of her colleagues.

Member Willmus stated he does find value in conducting these studies and assessments from time to time, so that there is a verifiable data set at a fixed point in time. That is why he would be supportive of doing this study. He does not know that the Met Council is looking at the same things in the same level of detail that this study would be.

Member Etten expressed support with Member Willmus' comments. He wants to see the changes from the study of 5 years ago. This is also looking at long-term housing needs, which is helpful for the Comp Plan.

Member McGehee stated if there is no program or policy in place to fill the gaps, she is not sure what difference it makes. She indicated this study is a waste of \$15,000 and it does not have to be done right now. This will not have a significant impact on the Comp Plan, which is a document for the Met Council with certain parameters. This study is for Roseville and it can be done at any time.

Member Laliberte expressed appreciation for the comments from Members Willmus and Etten. She could support the snapshot view and how things have changed in the last five years. She asked if the Comp Plan will be amended, depending on what this market study shows.

Member Etten stated this would be a reference document, not something baked into the actual Comp Plan. Some were hoping this would come sooner, but it can still inform. This study would allow the EDA to have discussions about future plans and policies.

Member Laliberte withdrew her second for the motion.

The motion failed for lack of a second.

Member Laliberte expressed appreciation for the discussion, and she supports this study for the information it will provide to the EDA. However, she wants a conversation about bringing in developers who will be talking and looking at the City as an option for properties that are being built in the surrounding communities. She noted that residents are leaving because there is no housing stock at the price they want. If that means subsidy, she is ready to have those conversations.

Member Willmus recalled that Housing & Economic Development Program Manager Kelsey has done broker's open houses in the past, and other communities are starting to do that. The Builders' Association of the Twin Cities is nearby and they should be part of the conversation.

Member McGehee stated she would like to have a discussion with the ULI (Urban Land Institute) group that had made a presentation to the Council earlier. Their presentation included good question/answer opportunities with demographers, architects, developers, and funding entities. She stated that she had found that meeting with the ULI had been much more informative and useful than the Maxwell Study.

Etten moved, Willmus seconded, authorization for entering into a contract with Maxfield Research and Consulting for \$15,000 to update the Comprehensive Housing Needs Analysis (Attachment B).

### **EDA Board Discussion**

President Roe indicated it does help to have some confirmation or refutation of the conversations already being had. This will provide market-based information that can be brought to the developers. He found the previous Maxfield study to be very helpful. Bringing in developers makes sense, especially with connections the City has already established. He is committed to doing the next steps as an EDA and as a City Council.

**Ayes: 4**

**Nays: 0**

**Abstentions: 1 (McGehee)**

**Motion carried.**

- d. Adopt a Resolution Authorizing Environmental Applications for the Redevelopment of 2785 Fairview Ave. N – McGough Headquarters**  
Housing & Economic Development Program Manager Kelsey provided a brief summary of this request as detailed in the staff report and attachments dated April 17, 2018.

McGehee moved, Laliberte seconded, adoption of REDA Resolution No.19 (Attachment A) entitled, "Resolution Identifying the Need for Tax Base

Revitalization Account Grant Funding and Authorizing Application for Grant Funds.”

Member Willmus noted that in line 81 of Attachment A, the year is incorrect.

**Ayes: 5**

**Nays: 0**

**Motion carried.**

6. **Board and Executive Director Communications, Reports, and Announcements**  
Community Development Director Collins indicated the staff is present to provide a quarterly update on economic development activity.

Housing & Economic Development Program Manager Kelsey noted staff had an ambassador visit with LifeHealth, a local biomedical company, who is working on gaining another market stronghold not only in human blood testing as well as in pets.

President Roe noted it is a portable, smaller scale blood testing product that can be used in environments where testing can be done, as opposed to sending the blood out to labs, which can be much more expensive.

Housing & Economic Development Program Manager Kelsey also provided brief updates on:

- Ambassador visits with Great Southern Bank, ACR Homes, FasTest, and Computype;
- the recent Roseville Job, Career & Resource Fair;
- the Business Council meeting;
- Energy audits;
- Housing Replacement Program;
- Neighborhood Enhancement Program;
- Abatement Program;
- Lending Center (CEE);
- the *GrowRoseville* e-newsletter as well as the Business newsletter and visitors to *GrowRoseville* website;
- the food court remodeling at Rosedale Mall.

Member Willmus asked if this information can be included in the REDA packet ahead of time to allow for some discussion.

Member Laliberte concurred that the presentation information should be added to the Members’ packet in the future. She also asked about the conversations with Rosedale and what they will happen to the Herberger’s space if it vacates.

Housing & Economic Development Program Manager Kelsey responded that Rosedale is not at liberty to say.

President Roe suggested the detail should be in the packet ahead of time, with staff just hitting the highlights for the REDA meeting.


7. **Adjourn**

Willmus moved, Etten seconded, adjourning the REDA meeting at approximately 8:07 p.m.

**Ayes: 5**

**Nays: 0**

**Motion carried.**



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Daniel J. Roe, President

ATTEST:



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Patrick Trudgeon, Executive Director



**From:** Dan Roe  
**To:** Pat Trudgeon  
**Subject:** Alternative language proposed for page 6 of REDA minutes  
**Date:** Sunday, May 6, 2018 10:13:49 PM

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After reading the minutes in the packet and reviewing the video of the REDA meeting, I propose the following alternative language for the REDA minutes (item 8C of the agenda), beginning on line 258 of page 6:

Member McGehee attempted to ask a follow up question. Mayor Roe noted that there was a motion before the board.

Willmus moved, Etten seconded, calling the question.

Member McGehee stated she would abstain because she had not been able to ask her question.

Ayes: 4

Nays: 0

Abstentions: 1 (McGehee)

Motion carried.

Original Motion

Ayes: 4

Nays: 0

Abstentions: 1 (McGehee)

Motion carried.

I believe this proposed language more accurately reflects the sequence that occurred at this point of the meeting than the language inserted in the draft by Councilmember McGehee.

Specifically, there was no action to deny a request to ask a question. There was a statement that a motion was before the board. Then a motion was made to call the question before there could be any further discussion. Additionally, there was no statement that there would be abstentions "from further votes on this topic." There was an explanation of the initial abstention from the calling of the question, followed by an abstention (after clarification) without further explanation on the subsequent vote.

While I sympathize with Councilmember McGehee perhaps wishing to more fully explain her intent through the language in the minutes, I believe that meeting minutes should

primarily reflect what actually happened.

Regards,

**Dan Roe | Roseville Mayor**

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