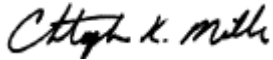


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: 9/09/13
Item No.: 12.b

Department Approval



City Manager Approval



Item Description: Adopt the 2014 Preliminary HRA Tax Levy

BACKGROUND

State Statute requires all municipalities that have levy authority over other governmental agencies to adopt a preliminary tax levy for that agency by September 15th for the upcoming fiscal year. The Roseville HRA, while a separate legal entity, does not have direct levy authority. The City Council must adopt a levy using its authority along with a designation that the funds go to the HRA. The Final 2013 HRA levy is scheduled to be adopted in December. Once the preliminary levy is adopted it can be lowered, but not increased.

On August 13, 2013 the HRA formally adopted a resolution calling for a 2014 Recommended Tax Levy in the amount of \$703,579, an increase of \$5,108 or 0.7% over 2013. A copy of the resolution is included in *Attachment B*.

The following table summarizes the estimated tax impact on **residential** homes, based on the HRA's recommended 2014 tax levy, tax base estimates provided by Ramsey County, and assuming a 3.5% increase in property valuation – the expected amount for a median valued home in Roseville.

Estimated Tax Impact – Median Valued Home with a 3.5% Valuation Increase

Value of Home	2012 Actual	2013 Estimated	\$ Increase (decrease)	% Increase (decrease)
\$ 150,075	\$ 26	\$ 27	\$ 1	2.9 %
170,775	30	31	1	2.9 %
194,994	34	35	1	2.9 %
207,890	36	37	1	2.9 %
226,789	39	41	1	2.9 %

The amounts shown above are independent of the impact that results from the City's tax levy.

23 **POLICY OBJECTIVE**
24 Adopting a final HRA tax levy is required under State Statutes in order to make it effective the
25 following year.

26 **FINANCIAL IMPACTS**
27 See above.

28 **STAFF RECOMMENDATION**
29 Staff Recommends the Council adopt or modify the attached resolution setting the 2014 Preliminary
30 HRA Tax Levy.

31 **REQUESTED COUNCIL ACTION**
32 Motion to adopt or modify the attached resolution establishing the 2014 Preliminary HRA Tax Levy.

33
Prepared by: Chris Miller, Finance Director
Attachments: A: Resolution to adopt the 2014 Preliminary HRA Tax Levy
B: Resolution adopted by the HRA requesting a 2014 Tax Levy
C: 2014 Proposed Budget Summary

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EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF THE CITY OF ROSEVILLE

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Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Roseville, County of Ramsey, Minnesota, was held on the 9th day of September, 2013, at 6:00 p.m.

The following members were present
and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION NO _____
A RESOLUTION SUBMITTING THE HOUSING AND REDEVELOPMENT AUTHORITY, IN
AND FOR THE CITY OF ROSEVILLE, SPECIAL PROPERTY TAX LEVY ON REAL
ESTATE TO THE RAMSEY COUNTY AUDITOR FOR THE FISCAL YEAR OF 2014**

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Roseville, Minnesota, as follows:

The request of the Housing and Redevelopment Authority, in and for the City of Roseville, for a special levy per Minnesota Statutes Section 469.033, is hereby authorized in the amount of \$703,579 to be collected in 2014 for the purposes of Minnesota Statutes Section 469.001 to 469.047.

The motion for the adoption of the forgoing resolution was duly seconded by Council Member _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against:

WHEREUPON said resolution was declared duly passed and adopted.

State of Minnesota)
) SS
County of Ramsey)

I, undersigned, being the duly qualified City Manager of the City of Roseville, County of Ramsey, State of Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of said City Council held on the 9th of September, 2013 with the original thereof on file in my office.

WITNESS MY HAND officially as such Manager this 9th day of September, 2013.

Patrick Trudgeon
Interim City Manager

Seal

**EXTRACT OF MINUTES OF MEETING OF THE
HOUSING AND REDEVELOPMENT AUTHORITY
IN AND FOR THE CITY OF ROSEVILLE**

Pursuant to due call and notice thereof, a regular meeting of the Housing and Redevelopment Authority in and for the City of Roseville, County of Ramsey, Minnesota, was duly called and held at the City Hall on Tuesday, the 13st day of August, 2013, at 6:00 p.m.

The following members were present: Quam, Willmus, Elkins, Maschka, Lee, Masche

and the following were absent: Majerus

Commissioner Quam introduced the following resolution and moved its adoption

Resolution No. 50

A Resolution Adopting A Tax Levy in 2013 Collectible in 2014

BE IT RESOLVED by the Board of Commissioners (the "Board") of the Housing and Redevelopment Authority in and for the City of Roseville, Minnesota (the "Authority"), as follows:

Section 1. Recitals.

- 1.01. The Authority is authorized by Minnesota Statutes Section 469.033 to adopt a levy on all taxable property within its area of operation, which is the City of Roseville, Minnesota (the "City").
- 1.02. The Authority is authorized to use the amounts collected by the levy for the purposes of Minnesota Statutes Section 469.001 to 469.047 (the "General Levy").

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 adopt the General Levy to provide funds necessary to accomplish the goals of the Authority and in furtherance of its Housing Plan.

Section 3. Adoption of General Levy.

- 3.01. The following sums of money are hereby levied for the current year, collectible in 2014, upon the taxable property of the City for the purposes of the General Levy described in Section 1.02 above:

Amount: \$703,579

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 for its consent to the levies.
- 4.02. After the City Council has consented by resolution to the levies, the executive director of the Authority is hereby instructed to transmit a certified copy of this Resolution to the county auditor of Ramsey County, Minnesota.

Adopted by the Board of the Authority this 13st day of August, 2013.

Certificate

I, the undersigned, being duly appointed and acting Executive Director of the Housing and Redevelopment Authority in and for the City of Roseville, 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 August 13, 2013.


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

Quam, Willmus, Elkins, Maschka, Lee, Masche

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Witness my hand as the Executive Director of the Authority this 13st day of August, 2013.


Executive Director
Housing and Redevelopment
Authority in and for the City
of Roseville, Minnesota

Account Number	Description	2013 Adopted Budget	2014 Proposed Budget
Proposed Sources:		Revenue	Revenue
	Cash - Carry over end of year	\$ 89,895.69	\$ 145,300.00
	Investment Income	5,000.00	5,000.00
	HRA Levy - Approved by City Council	698,471.00	703,579.00
	Home & Garden Fees	15,000.00	16,000.00
	Miscellaneous Income	\$0	\$0
	Total Revenue	808,366.69	869,879.00
Account Number	Description	2013 Proposed Budget	2014 Proposed Budget
Proposed Uses:		Expenses	Expenses
70	Home & Garden Fair	Home & Garden Fair	Home & Garden Fair
430000	Professional Services - Design Service		
433000	Advertising	5,000.00	5,000.00
434000	Printing	5,000.00	5,000.00
438000	Rental	7,700.00	7,700.00
448000	Miscellaneous & Supplies (424000)	3,000.00	3,000.00
430000	Professional Services - Online Registration	300.00	300.00
70	Home & Garden Fair	21,000.00	21,000.00
71	Housing Replacement Program		
430000	Professional Services	-	-
434000	Printing	-	-
448000	Miscellaneous	-	-
490000	Contractor Payments		
71	Housing Replacement Program	200,000.00	200,000.00
72	Multi Family Program		
430000	Professional Services	-	-
434000	Printing	-	-
448000	Miscellaneous	-	-
	Other Services & Charges	-	-
490000	Contractor Payments		
72	Multi Family Program Total	175,000.00	250,000.00
73	Ownership Rehab Program		
430000	Professional Services-HRC	13,000.00	13,000.00
433000	Advertising	-	-
	Other Services & Charges Fees for Loan Closing		
490000	Greene Award Program	850.00	850.00
	Energy Efficiency Program	12,000.00	12,000.00
73	Ownership Rehab Program Total	25,850.00	25,850.00
74	First Time Buyer Program		
430000	Professional Services		
433000	Advertising		
448000	Other Services & Charges (448000, 424000)	-	-
490000	Live/work RSV program		
74	First Time Buyer Program Total	-	-
78	Neighborhood Enhancement Program		
430000	Prof Services	23,540.00	20,800.00
433000	Marketing -Printing and Mailing	4,500.00	4,500.00
	Other Services & Charges	690.00	700.00
78	Neighborhood Enhancement Program Total	28,730.00	26,000.00
82	Marketing Studies		
430000	Prof Services - Update Comprehensive Housing Stud	13,215.00	-
	Prof Services - Charrette for Dale Street	10,000.00	-
433000	Ongoing Marketing-Advertising	2,500.00	12,500.00
	City Communication Shared Position	30,000.00	30,000.00
434000	Printing Marketing Materials	6,500.00	6,500.00
448000	Miscellaneous-Postage	1,500.00	1,500.00
82	Marketing Studies	63,715.00	50,500.00
56	Economic Development		
430000	Prof Services-BR&E survey/report	30,000.00	10,000.00
433000	Marketing -Outreach to existing businesses	10,000.00	10,000.00
	Other Services & Charges		
490000	New Programming based upon BR&E survey		20,000.00
56	Economic Development Program Total	40,000.00	40,000.00
00	General HRA Expenditures		
430000	Prof. Svs. (Staff, Secretary)	154,313.00	162,028.65
0006	Prof. Svs. (HRA Attorney)	15,000.00	15,000.00
448001	Fiscal/Overhead Fee	8,727.00	9,721.72
441000	Education (Training/Conferences)	1,725.00	2,000.00
441000	Training/Conferences for Boardmembers	1,000.00	1,000.00
442000	Mbrship/Subscriptions	1,500.00	1,500.00
448000	Other Services & Charges(448000,424000,433000)	2,000.00	2,000.00
00	General HRA Expenditures	184,265.00	193,250.37
	Budget Subtotal	738,560.00	806,600.37
	Reserves	69,806.69	63,278.63
	Total Expenses	808,366.69	869,879.00
	Over (under)	-	
	Reserve		
	Required 35% Cashflow shortfall reserve	282,928.34	304,457.65
	Current Cashflow reserve for shortfalls	145,309.58	145,309.58

Action	Responsible	New or Existing	Timeline	Budget Implications	Sources of Funds	Outcome	Financial Needs				
1. Foster, promote, and effectively communicate the advantages of living in Roseville							2013	2014	2015	2016	
A. Increase the use of HRA's financial resources, housing programs and HRC Center services by residents, property owners, and others. <ul style="list-style-type: none"> Construction Services Rehab loans (3-5 a year) Loan closing costs/fees General marketing 	HRC	Existing	Ongoing	Was \$15,000	Levy	Revolving loan	Home Improvement	13,000	13,000		
	HRC		Upon loan closing	Loan pool \$554,000 receivables \$465,000					10,500	20,500	
B. Continue to position the HRA as a leader in providing education and information about resources that support sustainable life styles.	Staff	Existing	Ongoing	Staff time							
C. When marketing the City, highlight advantages for changing demographics.	Staff/Consultant	Existing	Ongoing	\$30,000	Levy	Shared resource with Admin for new position		30,000	30,000		
D. Produce events such as the Living Smarter Home and Garden Fair, workshops, and create partnership that encourage environmental stewardship when creating and/or remodeling housing stock and when developing neighborhoods.	Staff/partners	Existing	Yearly	\$21,000-cost \$16,000-income	Levy	Fees		21,000	21,000		
E. Create programs and resources that help residents incorporate healthy building techniques.	NEC/Staff	Existing	Ongoing	\$12,000 for Energy Audits \$850 for Green Award	Levy			12,000	12,850		
F. Expand the HRA's presence in social media and Web-based services.	Staff/Consultant	Existing	Ongoing								
G. Promote innovative housing developments to foster neighborhood-level places that maximize the sense of community	Staff	New	Ongoing	Part of 2.							
2. Create and maintain high quality, sustainable multi-family housing options											
A. Increase alternative housing options and flexible designs to support both changing demographics and long term uses.	Developer/Staff	New	2012-2018	Part of 2 d. Project specific							
B. Provide financial resources to preserve and develop new housing in partnership with non-profit community groups, private sector development partners, and federal, state, and regional agencies.	Developer/Staff	Existing	Ongoing	Part of 2 d. and 2 e.	Levy	State, County, Met Council, Federal Reserve		175,000	250,000		
C. Create walkability and pedestrian connectivity in all redevelopment plans the HRA participates in.	Developer/Staff	New	Ongoing	Project specific		Met Council County Funds					
D. Provide leadership in assembling sites and/or providing financial assistance for the development of intergenerational housing. <ul style="list-style-type: none"> Dale Street Station Good Samaritan Owasso School 	Staff Developer/Staff Staff	New	2012-2014 2013-2015 2014-2016	\$686,000 less costs for taxes, clearing/maintaining. Unknown 1.6 Million	Levy	720/721 Possibly if affordable housing 724 Balance +2B budget 724 Account					
E. Continue to provide resources that support affordable housing options in the community.	Staff	Existing	Ongoing	Part of 2 b.		720/721 State, Cty & Met Council					
F. Identify preferred redevelopment sites and increase partnership so that HRA has a "development in the works" at all times.	Staff	New	1 per year	Part of 2 d.							
3. Create and maintain high-quality, sustainable single-family housing options.											
A. Increase resources to renovate, redevelop, and/or undertake infill projects.	Staff	New	2013 forward	Existing fund balance of \$553,965		Revolving Loan Funds					
B. Maintain and encourage a mix of housing types in each neighborhood by directly purchasing available properties for demolition and supporting new home construction.	Staff	New	2-3 Homes a year	\$200,000	Levy			200,000	200,000		
C. Ensure availability of appropriate resources to rehabilitate and upgrade existing housing stock for changing demographics.	HRC	Existing w/ possible program change	Ongoing	Existing fund balance of \$553,965		Revolving Loan Funds					
4. Prevent and eliminate blight on individual properties, neighborhoods and the entire community.											
A. Identify properties that are underutilized, deteriorated, or blighted and use available tools (such as condemnation, licensing and/or regulations) to revitalize or redevelop.	Staff/Code Officials	New	1 a year	Condemnation, Licensing, Regulations	Levy						
B. Utilize funding tools such as HIA's, Conduit Debt Financing, and Bonding to be used to promote the improvement of housing and redevelopment sites.	Staff	Existing	Ongoing review	HIA's, Conduit Debt Financing and Bonding		HIA's, Conduit Debt Financing					
C. Continue to provide resources to maintain proactive code enforcement policies to prevent nuisance properties from negatively impacting surrounding properties.	Staff	Existing	6 mo. each year	Account 722 for abatement	Levy	NEP Revolving funds		28,730	26,000		
D. Continue to explore, in partnership with the City, further regulation (such as licensing) of rental units within the City and develop a better understanding of the resources needed.	Staff/Consultant Code Officials, Police	New	Start 2015 annually	Fee based program operated by Comm Dev.		Fee based					
E. Identify at-risk neighborhoods and create partnerships to strengthen them.	Staff	New	Start 2013 continuing	Southeast Roseville Neighborhood integration	Levy	County and State Funds					
5. Retain and attract desirable housing and businesses that lead to employment, investment, and commitment to the community.											
A. Engage the community in developing objectives that articulate business develop priorities.	Consultant/Staff	New	2013	Planning process	Levy			30,000	10,000		
B. Support the creation of redevelopment plans for areas and corridors that would benefit from reinvestment and revitalization.	Staff/Planners/ Consultant	New	Ongoing	Review previous corridor plans for use and implementation		Met Council Planning Grants					
C. Use Public-Private partnerships to encourage reinvestment, revitalization, and redevelopment of retail, office, and employment districts.	Staff/Developer/ Owners	New	2014 ongoing	Loan program outcome from outreach process	Levy	Clean-up grants			20,000		
D. Create strong relationships with existing and prospective businesses to understand their needs and to maximize opportunities for business retention, growth, and development.	Staff/Mayor/ Consultant	New	Ongoing	Programs & Outreach	Levy			10,000	10,000		
E. Develop programs for businesses that encourage people to live within the community.	Staff/HRC	New	2014		Levy						
F. Incentivize environmental stewardship of commercial development.	Staff/Xcel	New	2013 ongoing	Audit/resource program/loan program	Levy Levy						
G. Partner w/ City Council to pro-vide financial resources to facilitate community economic development & redevelopment objectives.	Staff	New	Ongoing	Meet with council quarterly to discuss objectives.							
6. Provide the necessary staff support & resources to work with partners to ensure goals & objectives of strategic plan are accomplished in a timely manner.											
A. Review current HRA staff levels and provide any additional support needed to ensure implementation of the Strategic Plan.	CDD/Program Man./Debt Assistant Secretary Attorney	Existing	Ongoing	Increase in staff \$50000-\$60000	Levy			154,313	162,029		
B. Explore and evaluate financial resources available to support the implementation of the Strategic Plan.	Staff	New and Existing	Ongoing	Staff time	Levy	Met Council Funds, Excess TIF districts		15,000	15,000		
C. Actively promote education, growth, and advancement of staff, board members, and community members.	Staff	Existing	Ongoing					3,225	4,500		
D. Provide Quarterly Progress Report to the HRA board of all HRA's funding sources, grant programs, and overall operations.	Staff	Existing	Ongoing	Staff time							
E. Conduct an annual review with the City Council of the HRA's strategic plan and budget. A new strategic plan will be developed every four years.	Staff/consultant	Existing	Yearly meetings with Council	Update in 2016	Levy	Other programs that qualify for action					
F. Seek & nurture partnership w/ police & fire departments, neighboring cities, school districts, non-profits, and consumers to improve overall quality of life in the City.	Staff	Existing	Ongoing	Staff time. Some new programming will require additional staff time.							
Subtotal								808471	794,878		
Miscellaneous								10,727	11,722		
Reserves for cash flow								+69807	63,279		
Income from Cash Carryover, Investment Income and H&G Fees								-99,896	-166,300		
Total Levied								698471	703,579		