



**Economic Development Advisory Committee**  
**Tuesday, January 26, 2016**  
**1:30 p.m. – 3:00 p.m.**  
**Hutchison Conference Room**  
**311 Vernon Street**

**Committee Members Present:**

Councilmember Tim Herman (Chair)  
Naaz Alikhan, Industry Representative (Vice Chair)  
Eric Avery, Industry Representative  
James Cuppet, Chamber Representative  
Christopher Onstott, Industry Representative  
Colin Roe, Industry Representative

**City Staff Present:**

Chris Robles, Economic Development Director  
Michelle Sheidenberger, Assistant City Attorney  
Laura Matteoli, Economic Development Manager  
Bill Aiken, Development Analyst  
Kelly Wickline, EDAC Secretary

1. **Silent Roll Call** – meeting began at 1:30 p.m.

2. **Public Comment**

None

3. **Action Items**

**A. Approval of October 27, 2015 Minutes**

James Cuppet made the motion to approve the minutes of the October 27, 2015 meeting; the motion was seconded by Colin Roe.

The motion passed with following vote:

Ayes: Avery, Alikhan, Herman, Roe, Cuppet

Noes: None

Abstain: None

Absent: Onstott

- *Christopher Onstott arrived at 1:31 p.m.*

**B. Commercial Fee Deferral**

Staff recommended revising the current non-residential fee deferral program as follows:

**NON-RESIDENTIAL FEE DEFERRAL PROGRAM**

1. Program Eligibility; Expand to all non-residential building permits;
2. Administrative Approval:  
Authorize administrative approval (City Manager or their designee (Economic Development Director) of non-residential fee deferrals of eligible impact fees in the amount of \$10,000 to \$99,999.  
Approval of fee deferrals in excess of \$99,999 will require City Council approval.
3. Fee Deferral through Certificate of Occupancy:  
Require full payment of deferred fees prior to City issuance of the certificate of occupancy.

4. Program Administration Processing Charge:  
Establish a processing charge of .005% of the total fee deferral for program administrative service costs, but not less than \$100.00.
5. Program Interest Rate Charge:  
Establish an interest rate charge in the amount of the City's pooled interest rate ten year average, as determined by the City's Finance Department at time of fee deferral request.
6. Eligible Fees:  
The fees eligible for fee deferrals are those controlled by the City and include:
  - Fire Service Construction Tax
  - Public Facilities Fee
  - Regional Sewer Fee
  - Local Sewer Fee
  - Sewer Special Benefit Area
  - Water Connection Fee – Domestic
  - Water Connection Fee – Irrigation
  - Water Pressure Zone Fee
  - Traffic Mitigation Fee
  - Solid Waste Fee
  - Electric Backbone Fee

The modifications to the non-residential fee deferral program, as identified above, are consistent with recent approvals by the City Council. Additionally, in 2014 City Council approved a Residential program administration processing charge of \$250 dollars. The proposed 0.005% non-residential fee deferral program administration processing charge is designed to cover staffs time processing, tracking and reporting the non-residential fees deferral program.

EDAC Discussion:

Concerns regarding impact to smaller development/projects were discussed. Committee members were interested to know what other cities are doing and where Roseville would fall in line. Committee members requested an outreach effort to be included.

Public Comment:

Wendy Gerig, addressed concern for smaller sized development.

Scott Alvord, supports the fee deferral program overall, feels it is a great benefit but dislikes Administrative Processing Fee.

Eric Avery made a motion to approve the Non-Residential Fee Deferral Program Modifications with the additional language outlining general outreach; the motion was seconded by Naaz Alikhan.

The motion passed with following vote:

Ayes: Avery, Alikhan, Herman, Roe, Cuppet

Noes: None

Abstain: Onstott

Absent: None

**C. Advantage Roseville**

- 1. Action Plan**
- 2. Update of Funding**
- 3. Current Project List**

Staff requested EDAC to:

- Direct staff to reconvene a subcommittee to review and finalize the 2016 Advantage Roseville work program
- Provide direction on new members recruitment efforts and budget/funding
- Review current prospects list

Public Comment:

Wendy Gerig asked for update on 3-Fold contract.

ITEM 3.C. will be brought back to next meeting and staff will bring complete budget.

**5. Updates**

**A. Business Matters (handout)**

Copies of the November, December and January Business Matters Newsletters were distributed.

Copies of EDD's Monthly Labor Force Report and TRI Commercial's 4<sup>th</sup> Quarter Market Overview Reports were distributed.

**6. Roundtable**

Naaz Alikhan – The Chamber's Joint Economic Development & Government Affairs Committee meeting will be held at La Provance at 7:30 a.m. on January 29<sup>th</sup>.

**7. Adjournment**

A motion was made by Naaz Alikhan and seconded by Colin Roe to adjourn the meeting at 2:45 p.m.

The motion passed with following vote:

Ayes: Avery, Alikhan, Herman, Roe, Cuppet, Onstott

Noes: None

Abstain: None

Absent: None