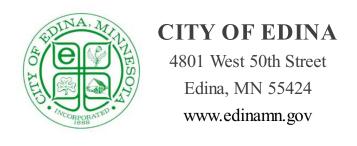**Agenda**
City Council Work Session
City of Edina, Minnesota
Edina City Hall Community Room

Tuesday, December 18, 2018
5:30 PM

I.   Call To Order

II.   Roll Call

III.   Rental Housing Licensing Discussion

IV.   Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.

CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date:	December 18, 2018	**Agenda Item #**: III.
To:	Mayor and City Council	**Item Type:** Reports / Recommendation
From:	Jeff Brown, Community Health Administrator	**Item Activity:**
Subject:	Rental Housing Licensing Discussion	Discussion, Information

ACTION REQUESTED:

Discuss and provide direction regarding implementation of rental licensing and inspection program.

INTRODUCTION:

Staff from Health, Planning, Police, and Fire will be present to discuss rental housing licensing and inspection program with City Council.

ATTACHMENTS:

Rental Housing Slides

Staff Presentation

Purpose

- Health, safety, and welfare of residents
- Shift from reactive to proactive enforcement
- Address concerns of residents living with housing insecurity
- Create inventory of rental housing in City

Purpose

- Connect with residents in rental housing
- Recognize housing as a social determinant of residents' physical, social, and mental well-being.
- Incorporate crime-free rental housing provisions
- Affordable housing and tenant protection policy enforcement vehicle.

Considerations & Challenges

- Current Edina Health Division (EHD) enforcement

  All complaints–International Property Maintenance Code (IPMC)

- Program cost

    Initial Cost: vehicles, computers, training, software

    Annual Cost: staff salary/benefits, supplies

- Revenue source – property owners

  Low income or affordable housing considerations

- Equity Considerations

Licensees

- Single family homes & duplexes

- Apartments

- Condominium & townhome units

- Not addressed by this program
  Short-term rental (less than 30 days)
  Air BnB/Vacation rental by owner (VRBO)
  **These are not permitted uses by City zoning

Next Steps

- Ordinance language
- Commission input
  Health, Human Rights and Relations, Planning
- Race and equity consideration/evaluation
- Stakeholder outreach process

Edina Rental Housing Licensing and Inspection Program Data

Program Structure & Staff
- Within Edina Police Department – Health Division
- 1 Administrative staff
- 2 Field staff (1 lead w/experience, 1 entry level)

Rental Property Data
- 87 apartment complexes within Edina
- 6086 apartment units - March 2018
- 1260 single family units **Estimate**(based on rental rate of 7% in Bloomington)

Inspection Program
- Apartments
    - Common areas, utilities, etc. inspected each year
    - One third of building units each year, all units inspected over course of 3 years.
- Single family units
    - Initial inspection, then inspected once every 2 years.

Program Cost
- Initial Cost
    - 2 vehicles: $48,000
    - Reorganization of work stations: $19,000
    - Computers and software: $6,600
    - Training certification: $420
    - Initial Total: $74,020

- Annual Cost
    - Staff Salary and Benefits - $280,680
    - Vehicle fuel: $1080
    - Training/Continuing Education: $2,500
    - Central Services = $22,500
    - Annual Total: $306,750

- License Fee Examples:

License Fees	Number of Buildings	Base Fee	Per Unit Fee	Number of Units	Total by Category
Single Family	1260	$180.00			$226,800.00
Multi-Family	87	$180.00	$10.00	6086	$76,520.00
					$303,320.00

License Fees	Number of Buildings	Base Fee	Per Unit Fee	Number of Units	Total by Category
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The CITY of
EDINA

Residential Rental Property

Licensing and Inspection Program

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Licensees

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