

**City of West St. Paul
Economic Development Authority
February 8, 2016**

1. Call to Order

Vice President Ed Iago called the meeting to order at 8:08 p.m.

2. Roll Call

Present: Vice President Ed Iago and Commissioners Dave Napier, Dick Vitelli, John Bellows, Pat Armon and Jenny Halverson. President Meisinger had an excused absence.

Others: Executive Director Jim Hartshorn, City Manager Matt Fulton, Treasurer Joan Carlson, City Attorney Korine Land and Secretary Chantal Doriott.

3. Adopt Agenda

Motion was made by Com. Napier and seconded by Com. Vitelli to approve the agenda as presented. All members present voted in favor. The motion carried.

4. Commissioner Comments

No comments were made.

5. Consent Agenda Items (these two items were considered for approval separately)

5.A. Meeting Minutes from January 11, 2016, January 25, 2016 annual meeting and January 25, 2016 work session

Motion was made by Com. Bellows and seconded by Com. Napier to approve the meeting minutes as presented. All members present voted in favor. The motion carried.

5.B. Financial Report for December 2015

Finance Director Joan Carlson gave an overview.

Com. Bellows questioned taxes and Director Carlson offered comment. Delinquency is from specific payment and specific years. In the future we will not carry delinquents on your financial sheets said Ms. Carlson.

Motion was made by Com. Bellows and seconded by Com. Halverson to approve the consent agenda items as listed above. All members present voted in favor. The motion carried.

6. New Business

6.A. Sign Replacement Grant Application – 1268 Robert Street

Executive Director Jim Hartshorn gave an overview of an application submitted by Framing Place and Gallery located at 1268 Robert Street. Staff has reviewed the application and believes all qualifications have been met. The total project cost is \$12,837.00. The requested matching grant amount is \$6,418.50.

Commissioners reviewed the application and received answers to questions; all were in favor.

Motion was made by Com. Halverson and seconded by Com. Napier to approve the sign replacement grant application for Framing Place and Gallery, 1268 Robert Street in the amount of \$6,418.50 as presented. All members present voted in favor. The motion carried.

Com. Vitelli asked Director Hartshorn if he had spoken with PACE about this type of application and Hartshorn said PACE has an application.

7. Old Business

There was no old business to discuss.

8. Adjourn

Motion was made by Com. Halverson and seconded by Com. Armon to adjourn the meeting at 8:21 p.m. All members present voted in favor. The motion carried.

Chantal Doriott
City Clerk / Secretary
EDA of City of West St. Paul