

**City of West St. Paul  
Economic Development Authority  
January 23, 2017**

**1. Call to Order**

President Jenny Halverson called the meeting to order at 7:55 p.m.

**2. Roll Call**

Present: President Jenny Halverson and Commissioners Ed Iago, Dave Napier, Dick Vitelli, John Bellows, Bob Pace and Anthony Fernandez.

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

**3. Adopt Agenda**

Motion was made by Com. Bellows 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. New Business**

**5.A. Previous Meeting Minutes**

Motion was made by Com. Napier and seconded by Com. Iago to approve the December 12, 2016 EDA meeting minutes as presented. All members present voted in favor. Motion carried.

**5.B. Sherman Associates Amended Development Agreement**

Executive Director Hartshorn gave an update from the last EDA meeting. Staff has worked with Sherman Associates to determine an escrow amount that would cover costs of the last phase of the Sherman project. The escrow amount to consider is \$30,000 with remaining items to be completed by June 30, 2017. Alternative ideas were also discussed and outlined in the agenda reports (available on the city website).

Motion was made by Com. Iago and seconded by Com. Bellows to approve the Seventh Amended Development Agreement and the escrow agreement with Sherman Associates as presented. Commissioners Iago, Bellows, Pace, Vitelli, Napier and Halverson voted in favor. Commissioner Fernandez voted no. The motion carried.

## 6. Annual Meeting and Election of Officers

Executive Director Hartshorn gave the annual report for the following items:

- Anticipated projects in 2017
- EDA budget
- Election of new officers
- Bylaws review

The complete report is available on the city website [www.wspmn.gov](http://www.wspmn.gov).

Motion was made by Com. Iago and seconded by Com. Napier to adopt Resolution No. 17-01 Electing the 2017 EDA Officers as follows:

President	Jenny Halverson
Vice President	Anthony Fernandez
Treasurer	Jenny Halverson
Assistant Treasurer	Finance Director Joan Carlson
Secretary	City Clerk Chantal Doriott

All members present voted in favor. The motion carried.

## 7. Old Business

There was no old business to discuss.

## 8. Adjourn

Motion was made by Com. Napier and seconded by Com. Fernandez to adjourn the meeting at 8:25 p.m. All members present voted in favor. The motion carried.

*Chantal Doriott*

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

EDA RESOLUTION NO. 17-01

CITY OF WEST ST. PAUL  
DAKOTA COUNTY, MINNESOTA  
ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION ELECTING OFFICERS

BE IT RESOLVED by the Board of Commissioners (The "Board") of the West St. Paul Economic Development Authority (the "EDA"), as follows:

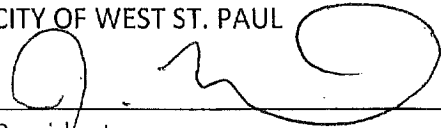
1. Recitals. All actions required by the applicable provisions of Minnesota Statutes, Sections 469.090 to 469.108 inclusive, have been duly taken in order to create, constitute and activate the EDA.
2. Appointment of Officers. In accordance with Minnesota Statutes, Section 469.096, the Board hereby elects to the following officers of the EDA the following persons respectively:

President: Mayor Jenny Halverson  
Vice President: CIPn Anthony Fernandez  
Treasurer: Mayor Halverson  
Assistant Treasurer: Finance Director Carlson  
Secretary: City Clerk Chantal Doriott

3. Terms. The term of office of the President, Vice President, the Secretary and the Treasurer shall expire on the date of the annual meeting of the Board in 2018.

PASSED AND DULY ADOPTED by the Economic Development Authority of the City of West St. Paul this 23<sup>rd</sup> day of January 2017.

ECONOMIC DEVELOPMENT AUTHORITY  
CITY OF WEST ST. PAUL

  
\_\_\_\_\_  
President

ATTEST: Chantal Doriott  
Secretary/City Clerk