



# ECONOMIC DEVELOPMENT AUTHORITY

1616 HUMBOLDT AVENUE, WEST ST. PAUL, MN 55118

---

## ECONOMIC DEVELOPMENT AUTHORITY MEETING

MUNICIPAL CENTER COUNCIL CHAMBERS

MAY 13, 2019

IMMEDIATELY FOLLOWING CITY COUNCIL MEETING

1. Call To Order
2. Roll Call
3. Adopt Agenda
4. EDA Consent Agenda Items
  - 4.A. Minutes Of April 22, 2019  
Documents:  
[MINUTES - EDA 04-22-19.PDF](#)
  - 4.B. Financial Report - April 2019  
Documents:  
[APRIL BUDGET TO ACTUAL REPORT.PDF](#)
5. Commissioner Comments
6. New Business
  - 6.A. Closed Session Pursuant To Minn Stat. 13D.05 Subc. 3(C) To Discuss The Sale Price Of The Former Car X And Macco Properties.
7. Old Business
8. Adjourn

*If you need an accommodation to participate in the meeting, please contact the ADA Coordinator at  
651-552-4100, TDD 651-322-2323 at least 5 business days prior to the meeting  
[www.wspmn.gov](http://www.wspmn.gov) EOE/AA*



**City of West St. Paul  
Economic Development Authority Minutes  
April 22, 2019**

**1. Call to Order**

President Napier called the meeting to order at 7:44 p.m.

**2. Roll Call**

Present: President Dave Napier  
Commissioners Wendy Berry, Lisa Eng-Sarne,  
Anthony Fernandez, John Justen, Bob Pace and Dick Vitelli

Absent: None

Also Present: City Manager Ryan Schroeder  
Executive Director Jim Hartshorn  
City Attorney Kori Land  
Finance Director Char Stark  
City Clerk/Secretary Shirley Buecksler

**3. Adopt the Agenda**

Motion was made by Commissioner Vitelli and seconded by Commissioner Berry to add Item 6B, Closed Session Pursuant to Minnesota Statute 13D.05 Subd. 3(A) to Discuss the Auto Zone Condemnation and adopt the agenda, as presented.

All members present voted aye. Motion carried.

**4. EDA Consent Agenda Items**

Motion was made by Commissioner Vitelli and seconded by Commissioner Justen to approve the Consent Agenda, as presented:

A. Meeting Minutes of the April 8, 2019 EDA Regular Meeting

All members present voted aye. Motion carried.

**5. Commissioner Comments**

Commissioner Eng-Sarne asked Executive Director Hartshorn for an update on the progress of Hamburguesas El Gordo. Hartshorn said progress is coming along.

## **6. New Business**

Motion was made by Commissioner Eng-Sarne and seconded by Commissioner Vitelli to close the EDA Regular Meeting, pursuant to Minnesota Statute 13D.05 Subd. 3(C) to Discuss the Sale Price of the Former Blockbuster, Car X and Maaco Properties, at 7:47 p.m.

All members present voted aye. Motion carried.

### **A. Closed Session Pursuant to Minnesota Statute 13D.05 Subd. 3(C) to Discuss the Sale Price of the Former Blockbuster, Car X and Maaco Properties**

The Commission asked questions and received answers.

Motion was made by Commissioner Vitelli and seconded by Commissioner Justen to open the meeting at 8:31 p.m.

All members present voted aye. Motion carried.

Motion was made by Commissioner Eng-Sarne and seconded by Commissioner Vitelli to close the EDA Regular Meeting, pursuant to Minnesota Statute 13D.05 Subd. 3(A) to Discuss the Auto Zone Condemnation, at 8:33 p.m.

### **B. Closed Session Pursuant to Minnesota Statute 13D.05 Subd. 3(A) to Discuss the Auto Zone Condemnation**

The Commission asked questions and received answers.

Motion was made by Commissioner Vitelli and seconded by Commissioner Berry to open the meeting at 8:38 p.m.

## **7. Old Business**

There was no old business to discuss.

## **8. Adjourn**

Motion was made by Commissioner Vitelli and seconded by Commissioner Berry to adjourn the meeting at 8:39 p.m.

All members present voted aye. Motion carried.

David J. Napier  
President  
City of West St. Paul

# City of West St Paul Economic Development Authority Income Statement

Through 4/30/2019

Account	Account Description	2019 Budget Amount	Actual Amount	2019 YTD Actual Amount	Budget Less YTD Actual	% of Budget
<b>REVENUE</b>						
	Tax - Ad Valorem-Current	337,043.00	.00	.00	(337,043.00)	0%
	Investment - Interest	5,000.00	.00	.00	(5,000.00)	0%
	Other Interest Earnings	50,000.00	.00	.00	(50,000.00)	0%
	Investment - Market Adjus	.00	.00	.00	.00	
	Insurance - Policy Dividn	.00	.00	.00	.00	
	Misc Revenue - All Other	10,000.00	.00	.00	(10,000.00)	0%
	Sale of Real Property	.00	.00	.00	.00	
	Transfers In	.00	.00	.00	.00	
		<u>\$402,043.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>402,043.00</u>	<u>0%</u>
	<b>REVENUE TOTALS</b>	<b>\$402,043.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>402,043.00</b>	<b>0%</b>
<b>EXPENSE</b>						
	Full Time Reg Wages	128,645.00	9,702.40	48,597.32	80,047.68	38%
	PERA	9,649.00	727.68	3,450.53	6,198.47	36%
	FICA	9,841.00	660.33	3,373.59	6,467.41	34%
	Health Insurance	17,508.00	1,359.00	6,136.00	11,372.00	35%
	Other Grp Insurance	400.00	22.73	90.92	309.08	23%
	Office Supplies	300.00	.00	.00	300.00	0%
	Motor Fuels & lubricants		.00	.00	.00	
	General Supplies	500.00	.00	.00	500.00	0%
	Auditing Services	2,000.00	.00	.00	2,000.00	0%
	Civil Legal Fees	9,000.00	1,000.00	3,219.00	5,781.00	36%
	Travel,Conference,Schools	4,715.00	103.82	339.30	4,375.70	7%
	Advertising	5,000.00	.00	1,250.00	3,750.00	
	Postage	150.00	.00	6.80	143.20	5%
	Printing & Publishing	1,000.00	.00	.00	1,000.00	0%
	Insurance - Gen Liability	1,800.00	.00	1,791.45	8.55	100%
	Water/Sewer Charges	.00	158.65	158.65	(158.65)	
	Contractual Services	45,970.00	.00	9,726.48	36,243.52	21%
	Subscriptions,Memberships	775.00	.00	.00	775.00	0%
	Loss on Sale of Asset	.00	.00	.00	.00	
	Misc Expenses	1,500.00	.00	.00	1,500.00	0%
	Business Subsidy	161,785.00	1,780.20	46,780.20	115,004.80	29%
	Land Held for Resale	.00	.00	.00	.00	
		<u>\$400,538.00</u>	<u>\$15,514.81</u>	<u>\$124,920.24</u>	<u>\$275,617.76</u>	<u>31%</u>
	<b>EXPENSE TOTALS</b>	<b>\$400,538.00</b>	<b>\$15,514.81</b>	<b>\$124,920.24</b>	<b>\$275,617.76</b>	<b>31%</b>
	<b>REVENUE TOTALS</b>	<b>402,043.00</b>	<b>.00</b>	<b>.00</b>	<b>402,043.00</b>	<b>0%</b>
	<b>EXPENSE TOTALS</b>	<b>400,538.00</b>	<b>15,514.81</b>	<b>124,920.24</b>	<b>275,617.76</b>	<b>31%</b>
		<u>\$1,505.00</u>	<u>(\$15,514.81)</u>	<u>(\$124,920.24)</u>	<u>\$126,425.24</u>	

Cash Balance:

12/31/2018	571,139
1/31/2019	535,070
2/28/2019	519,452
3/31/2019	468,009
4/30/2019	524,146