

**City of West St. Paul
Economic Development Authority Minutes
January 28, 2019**

1. Call to Order

President Napier called the meeting to order at 7:17 p.m.

2. Roll Call

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

Absent: Commissioner Anthony Fernandez (excused absence)

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

6. New Business

A. Election of Officers – Moved to follow Item 2

Motion was made by Commissioner Vitelli and seconded by Commissioner Pace to adopt Resolution No. 19-01 Electing Officers, as follows:

President:	Mayor David J. Napier
Vice President:	Commissioner Anthony Fernandez
Treasurer:	Mayor David J. Napier
Assistant Treasurer:	Finance Director Char Stark
Secretary:	City Clerk Shirley Buecksler

All members present voted aye. Motion carried.

3. Adopt the Agenda

Hartshorn requested that the EDA budget be added as part of Item 6A Annual Report.

Motion was made by Commissioner Vitelli and seconded by Commissioner Eng-Sarne to adopt the agenda, as amended.

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. Financial Statement Through December 31, 2018

All members present voted aye. Motion carried.

5. Commissioner Comments

President Napier said the developments in West St. Paul in 2018 were quite impressive. He directed Executive Director Hartshorn to add this list to the City's website, along with all businesses that have made West St. Paul home and have invested in our community, as well as those businesses that have relocated within West St. Paul.

6. New Business

A. EDA Annual Meeting

Executive Director Hartshorn provided the annual report for the Commission. He mentioned that 2018 was a record year for building permit values totaling \$47,160,257 and building permit numbers totaling 1,697. The report covers West St. Paul Demographics, Building Permit Numbers for 2018, Planning and Zoning, City Hall Building Maintenance, Major Industrial Projects, Commercial Projects, Community Development Incentive Programs, Major Housing Projects, Current Housing Programs, Rental Licensing, Code Enforcement, Marketing Plan, Redevelopment Focus – 2019, and Community Development – Anticipated Projects in 2019.

B. Insurance Renewal – Option to Not Waive Statutory Tort Limits

Assistant Treasurer Stark provided an overview of the 2018 liability coverage waiver. Each year, the EDA has a renewal process for the EDA's property and liability insurance coverage. The EDA is insured through the League of Minnesota Cities Insurance Trust. Annually, the EDA Board must decide on how much liability coverage the EDA wishes to purchase. In the past, the EDA has relied on the statutory tort limits established by Minnesota Statute 466.04. By not waiving the limit, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. The other options allow for more potential recovery for the claimants. If the EDA chose to waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04, then claimants could potentially recover up to \$2,000,000 on a single occurrence, or more if the EDA were to purchase excess insurance at a greater level than \$2,000,000 on a single occurrence.

Stark recommended that the EDA Board continue to rely upon the statutory limits established by Minnesota Statute 466.04.

Motion was made by Commissioner Vitelli and seconded by Commissioner Berry to adopt Resolution Number 19-02 Approving Non-Waiver of Statutory Tort Liability Limits.

All members present voted aye. Motion carried.

7. **Old Business**

There was no old business to discuss.

8. **Adjourn**

Motion was made by Commissioner Vitelli and seconded by Commissioner Justen to adjourn the meeting at 7:40 p.m.

All members present voted aye. Motion carried.

A handwritten signature in black ink, appearing to read "David J. Napier". The signature is fluid and cursive, with the first name "David" being particularly prominent.

David J. Napier
President
City of West St. Paul