

**Meeting Minutes**  
**New Prague Economic Development Authority**  
**Wednesday, January 12, 2011**

1. Call Meeting to Order

The meeting was called to order at 7:30 a.m. by Chairman Bruce Wolf with the following members present: Andrea Burkhardsmeyer, Nick Slavik, Pete Sletten, and Kristin Guerrette. Dirk Berger was absent.

City Staff Present: City Administrator Mike Johnson and Planning Director Ken Ondich.

2. Minutes/Financials

- a) It was moved by Slavik, seconded by Guerrette to approve the December 8, 2010 meeting minutes. Motion carried (5-0).
- b) It was moved by Slavik, seconded by Guerrette to approve three claims for payment totaling \$210.21. Motion carried (5-0).
- c) The financial reports for December '2010 which included the Income Statement and Balance Sheet were accepted as submitted.

3. City Administrator Johnson provided the Commission with their complete budget for 2011 and a copy of the EDA Enabling Resolution. No action taken.

4. City Administrator Johnson and Planning Director Ondich provided the Commission with an overview of the \$15,000 Technical Assistance Planning Grant from the Scot County CDA and the two engineering proposals from Bolton & Menk and the Short Elliott Hendrickson (SEH). Following discussion among Commission Members and a review of the City Staff's recommendation:

- A. It was moved by Guerrette, seconded by Slavik to accept the \$15,000 Technical Assistance Grant from the Scott County CDA. All voted in favor. Motion carried 5-0
- B. It was moved by Guerrette, seconded by Slavik to approve the engineering proposal from SEH for a Master Plan and Engineering Feasibility Report for Phase II of the Industrial Park in the amount of \$16,900. All voted in favor. Motion carried 5-0.

Chuck Nickolay arrived at 8:00 A.M.

5. Chairman Wolf provided the Commission with an overview of the Challenge Grants that were received from the St. Paul Foundation on behalf of the SPEDCO Economic Development Foundation and the HYduke Foundation. Mr. Wolf indicated that the State Bank of New Prague had initiated the application for the funding (\$4,000 from each Foundation for a total of \$8,000) which could be used for job creation, job retention or possibly redevelopment. Some of the money could be used for the Industrial Park planning study or other similar uses. After discussion, motion by Guerrette seconded by Slavik, to accept the \$8,000 in grants from the St. Paul Foundation and to send a letter of thanks to each entity. All voted in favor. Motion carried 6-0.

6. City Staff provided a video overview and information from CGI Communications Inc./Scott County about the City participating on a promotional video about Scott County and possibly the City of New Prague. Scott County has already chosen CGI to do a promotional video for the County's website. CGI was also willing to do the same for New Prague with the goal of contacting local businesses to help underwrite the cost of the video. Businesses could have their own video and logo on the City's website adjacent to the various segments highlighting the Community.

After significant discussion on the topic and after reviewing the pros/cons of having some type of advertising on the City's website, it was the consensus of the Commission to not participate in this video promotional opportunity. Mr. Johnson informed the Commission that the Chamber of Commerce Board had already decided to participate. No further action was taken.

7. The January 2011 Business Update was reviewed. Mr. Ondich indicated that he and the Chamber Executive would be undertaking the building/property owner change update for 2011 in January.

There being no further business, the meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Michael J. Johnson  
City Administrator