

Meeting Minutes
New Prague Economic Development Authority
Wednesday, August 11, 2010

1. Call Meeting to Order

The meeting was called to order at 7:30 a.m. by Vice Chair Pete Sletten with the following members present: Mayor Bink Bender, Dirk Berger, Andrea Burkhardtsmeier, Kristin Guerrette, Nick Slavik and Bruce Wolf arrived at 8:10 A.M..

City Staff Present: Administrative Services Director Patty Solheid
City Administrator Mike Johnson

2. Minutes / Financials

- a) It was moved by Bender, seconded by Slavik to approve the July 14, 2010 meeting minutes by deleting #6 as they had no discussion. Motion carried (6-0).
- b) It was moved by Berger, seconded by Slavik to approve four claims for payment totaling \$129.77. Motion carried (6-0).
- c) The financial reports which included the Income Statement and Balance Sheet were accepted as submitted.

Patty Solheid answered some Board questions on insurance and depreciation.

3. 2008 Retail Trade Analysis Report – University of Minnesota

City Administrator Johnson provided the Board with a copy of the 2008 Retail Trade Analysis Report that was prepared by the University of Minnesota Extension Office. The cost was \$125.00 and paid for by the Chamber of Commerce. No additional action was needed or taken.

4. EDA Staffing

City Administrator Johnson indicated that he would continue to assist the Board as his schedule permits at no cost to the Board. This may need to change in the future if there are significant time constraints on his abilities to meet the needs of the Board.

Bruce Wolf arrived at the meeting at 8:10 A.M.

5. EDA Budget – 2011

There was a review of the EDA's 2011 Budget need to have a special tax levy to generate revenues for their operations. The Board discussed their 2010 goals, the industrial park project and long term staffing needs. The Board may be able to survive during 2011, but there is a question about the future. Mr. Johnson was requested to run options on the special levy alternatives up to \$100,000 and determine what the fiscal impact might be to residential homeowners.

Dirk Berger left the meeting at 8:45 A.M. It was moved by Sletten, seconded by Guerrette to explore a \$100,000 maximum special levy (in increments of \$25,000) for presentation to the City Council. All voted in favor. Motion carried (6-0).

6. Industrial Park Feasibility Study

Due to funding constraints, the Board determined that now wasn't the time to proceed on this study.

7. Monthly updates and Business Inquiries

Mike Johnson reviewed the business inquiries received by City staff and various updates which included the commercial real estate sales listings.

8. Executive Directors Report

There was no additional report provided.

Nick Slavik left the meeting at 9:03 A.M.

9. Miscellaneous

a) Funding request from Minnesota Small Business Development Center.

The Board reviewed the request for \$1,000 and determined that there were benefits received by businesses for this assistance. It was moved by Bender, seconded by Guerrette that a donation be made for only \$50 in 2011. All voted in favor.

Motion carried. (5-0)

b) Thank you from Southern MN. Initiative Foundation.

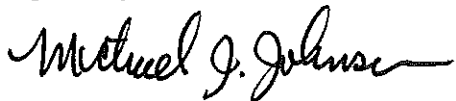
A thank you letter was received from the Initiative Foundation

c) Newspaper Articles

There were a couple of articles on commercial real estate and industrial vacancies for the Board's review. No action.

The meeting was adjourned at 9:13 a.m. by order of President Wolf.

Respectfully submitted,



Michael J. Johnson
City Administrator