

Meeting Minutes
New Prague Economic Development Authority
Wednesday, October 13, 2010

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: Mayor Bink Bender, Dirk Berger, Andrea Burkhardtsmeier, Nick Slavik, Pete Sletten and Kristin Guerrette.

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

2. Minutes / Financials

- a) It was moved by Slavik, seconded by Guerrette to approve the September 8, 2010 meeting minutes.. Motion carried (7-0).
- b) It was moved by Guerrette, seconded by Slavik to approve four claims for payment totaling \$8,091.42. Motion carried (7-0).
- c) The financial reports which included the Income Statement and Balance Sheet were accepted as submitted.

3. The Board reviewed the EDA 2010 Budget and Goals. The City Administrator and Administrative Services Director will prepare a draft 2011 Budget for the Board to consider at their next meeting.

4. City Administrator Johnson reported to the Board that the City Council included \$100,000 for the EDA in the "preliminary" 2011 City Tax Levy. This amount was included with the understanding that the EDA would provide additional detailed plans and clarification on the proposed funding would be spent. The board talked about various uses and amounts including the abilities to be self sustaining , marketing and or needs for future acquisition or development opportunities. After discussion, Chairman Wolf said he would work with the City Administrator to develop a draft outline for discussion at the next meeting.

5. City Administrator Johnson updated the Board on the meeting that City Staff had with Jason Witt on the proposed addition to the New Prague Community Center. The proposed project is being considered for 2011. The Board inquired about receiving a copy of the existing agreement on the facility that currently exists. Mr. Johnson said he would find the agreement and provide a copy.

6. Chairman Wolf introduced the next topic which was discussion on the submittal of a Technical Assistance Planning Grant to the Scott County CDA. Mr. Johnson explained that Planning Director Ken Ondich had prepared an application for a planning grant (no match required) that would enhance

economic development activities with the goal of achieving long range job creation within Scott County. The application was for a grant of \$15,000 and could be used on conducting an Industrial Park Facility Study. After discussion, motion by Berger, seconded by Guerrette to approve submittal of the grant application. Motion carried. (7-0)

7. Informational handouts were provided to the Board that were received from the Minnesota Community Capital Fund. No additional action was needed.
8. The October 2010 EDA Business Update was provided to the EDA Board. No action was needed.

The meeting was adjourned at 9:05 a.m. by order of Chairman Wolf.

Respectfully submitted,

Michael J. Johnson
City Administrator