

Meeting Minutes
New Prague Economic Development Authority
Wednesday, February 8, 2012

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: Pete Sletten, Dirk Berger, Nick Slavik, and Kristin Guerrette. Members absent were Chuck Nickolay and Andrea Burkhardtsmeier. City Staff Present: City Administrator Johnson

2. Minutes/Financials

- a) It was moved by Berger, seconded by Slavik to approve the January 11, 2012 minutes. Motion carried (5-0).
- b) It was moved by Slavik, seconded by Berger to approve four claims for payment totaling \$2,334.75. Motion carried (5-0).
- c) The financial reports for January, '2012 which included the Income Statement and Balance Sheet were accepted as submitted.

3. Chairman Wolf introduced the topic of the Golden Shovel Agency Economic Development Websites and other EDA Websites. There was general discussion on the topic and members were encouraged to examine other community EDA websites and develop a list of items that they would like to see on New Prague's Website in the future. No additional action occurred on this item.

4. City Administrator Johnson provided the EDA with an overview of the City's lot inventory for residential/commercial/industrial lots prepared by the Planning Department. No action was required.

5. City Administrator Johnson provided the EDA with an overview of the City's 2012 Commercial Building/Ownership Audit as prepared by the Planning Department. No action was required.

**Board Member Nick Slavik left the meeting at 7:55 a.m.*

6. Chairman Wolf introduced the topic of the lease notification that was received from the Genex Cooperative, Inc. They had indicated a desire to provide a 90-day termination notice on their rental property in the Industrial Park. Mr. Johnson indicated he had called the company and informed them that their lease actually ran until September 30, 2012. Various members of the Board including Wolf, Guerrette and Sletten had toured the building with City Staff and contractor Jim Kratochvil to assess its condition. Multiple issues with the office roof/water leaks, general roof maintenance (lack thereof) and grading/drainage issues around the east building were apparent to those on the tour.

The Board discussed preliminary options for the property which could include: rent as is; fix up and rent; demolish and sell property; or sell property as is or with some demolition to the office addition. Estimated demolition costs to the front office addition could run in the \$15-\$20k range.

Chairman Wolf indicated that he had been contacted by an individual to purchase the property. It could result in the property being used for the development of some type of packaging equipment.

There was also discussion that if all of the property to the east was not rented out, a decision would need to be made to request a modification from Scott County on the future market valuation/tax exempt status of the property by June 1st.

Since the City had no current property appraisal to use for decision making purposes if the property was to be sold, it was moved by Dirk Berger, seconded by Kristin Guerrette to authorize City Staff to obtain an appraisal on the EDA property for both the EDA/City Council. All voted in favor.
Motion carried 4-0.

7. There was no additional updates on the Big Ben Project.

8. City Administrator Johnson provided the Board with the February, 2012 business updates as prepared by the Planning Department.

9. Under the Executive Director's Report, Mr. Johnson provided the Board with a status update on the Chart project and future meetings with the School District and the Scott County Commissioners.

Board Member Guerrette provided the Board with an overview of how the Belle Plaine Chamber/EDA hold their annual meetings, hand out awards, introduce new business members, and review City wide improvements. This may be something to consider in the future.

There being no additional business, it was the consensus of the Board to adjourn at 9:26 a.m.

Respectfully Submitted,

Michael J. Johnson
City Administrator/EDA Executive Director