



City of New Prague Economic Development Authority

MEETING MINUTES

Wednesday, August 14, 2019, 7:30 a.m.

First Floor Conference Room, City Hall

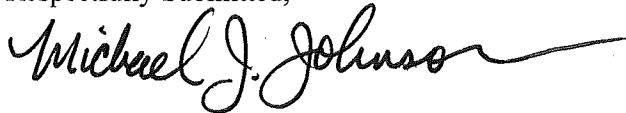
1. The meeting was called to order at 7:30 a.m. by Brent Quast with the following members present: Brent Quast, Chuck Nickolay, Eric Krogman, Troy Pint, Nick Slavik, Pete Sletten, and Bruce Wolf.

City Staff Present: City Administrator Mike Johnson

Others Present: Jo Faust, First Stop Shop
2. Minutes/Financials:
 - A. It was moved by Nickolay, seconded by Slavik to approve the July 10, 2019 meeting minutes. All voted in favor. Motion carried. (7-0)
 - B. Claims for August 2019 – There were 3 bills totaling \$738.64 for August 2019. It was moved by Slavik, seconded by Sletten to approve the August 2019 claims totaling \$738.64. All voted in favor. Motion carried. (7-0)
 - C. The Financial Report for August 2019 including the Income Statements and Balance Sheets were reviewed and accepted.
3. City Administrator Johnson gave a brief update and overview on the Small Cities Projects (SCDP):
 - A. 2016 – Commercial Rehab in Downtown
 - B. 2017 – Commercial Rehab, Single Family Rehab & Residential Rental Rehab
4. Discussion on Business Retention and Expansion (BR&E) Contacts – President Quast indicated that there had been four (4) BR&E visits since the last EDA meeting. At the end of July, visits were to Radio Shack and Lau's Bakery and completed the on-line survey. In August, visits were to New Prague Orthodontic Associates (Dr. Vayda) and New Prague Floral. Jo Faust is working on upcoming visits.
5. Chamber of Commerce/EDA Marketing Committee for 2020 Highway Project – President Quast indicated that the next item was discussion of the joint Chamber of Commerce/EDA Marketing Committee for the 2020 Highway Project. He talked about accountability of the committee, formal approval of the committee and the need to put out an ad for committee members who might be non-Chamber members. Mike provided an update of the preliminary members that the Chamber has on their list. The Board talked about committee selection, plan of action, budget of \$25,000 and EDA members on the Committee. After discussion, motion made by Nickolay, seconded by Sletten to appoint Bruce Wolf to serve on the Chamber Committee, with Brent Quast as an alternate. All voted in favor. Motion carried. (7-0) The Board asked Mike Johnson to put an ad in the newspaper looking for non-Chamber members who might be interested in serving on this committee.
6. Greater MSP Business Investment Summit on August 5, 2019 – Understanding MSP's Regional Competitiveness Recap from EDA Attendees – Troy Pint, Bruce Wolf and Mike Johnson reported on their observations and thoughts of attending the Greater MSP Business Investment Summit in St. Paul. The session was educational and the case study outlined the challenges in responding to developer requests for potential projects.
7. Discussion on Preliminary 2020 EDA Budget Preparation – President Quast asked if there were any special requests or needs for the proposed 2020 EDA Budget. The only specific item noted was to include \$25,000 for the Downtown Committee to use in promoting the community during the Highway Reconstruction Project.

8. The Business Updates for August 2019 from Planning/Community Development Director Ken Ondich – The report was reviewed and there was discussion on the strip mall extension project west of Coborn's. It will be about a 4,800 sq. ft. addition.
9. Executive Director's Report:
 - No report
10. Miscellaneous:
 - None
11. Adjournment - There being no additional business, it was the consensus of the Board to adjourn at approximately 8:21 a.m.

Respectfully Submitted,

A handwritten signature in black ink that reads "Michael J. Johnson". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Michael J. Johnson
City Administrator/EDA Executive Director