

Meeting Minutes
New Prague Economic Development Authority
Wednesday, August 9, 2017

Call Meeting to Order - Brent Quast

The meeting was called to order at 7:30 a.m. by Brent Quast with the following members present: Chuck Nickolay, Pete Sletten, Bruce Wolf, Jason Burma and Shawn Ryan. Absent was Nick Slavik.

City Staff Present: City Administrator Johnson

2. Minutes/Financials

- A) It was moved by Nickolay, seconded by Burma to approve the July 12, 2017 meeting minutes. All voted in favor. Motion carried. (5-0)
- B) There were 3 claims totaling \$470.48 for August'2017. It was moved by Nickolay, seconded by Wolf to approve the bills for August. All voted in favor. Motion carried. (5-0)
- C) The financial reports for July'2017 which included the Income Statements and Balance Sheets were reviewed and accepted.

3. City Administrator Johnson gave a brief update and overview on the Cities projects:

- A) There was no significant update on Phase I - Commercial Rehab in the downtown from the previous month. There are 2 projects under construction and 1 in closing, and 4 for bid.
- B) On the Phase II Grant, grant paperwork is in progress with Council approval coming in late September.

4. President Quast introduced Mr. Tim Penny, President and CEO of the Southern Minnesota Initiative Foundation (SMIF). The Foundation covers South Central/South Eastern MN and a 20 county region. Mr. Penny was present for his annual visit and talked about the Foundation's major programs of the Community Fund, Economic Development, and Early Childhood. One of the biggest issues he sees in the Region in Regional Centers is the shortage of workforce employees. The Board thanked Mr. Penny for attending and no action was taken by the Board.

5. President Quast introduced the next topic which was the Business Retention and Expansion (BR&E) program. The Board reviewed the following:

- A. Letter to Businesses - should be revised.
- B. Survey to Businesses - suggested changes and to be revised.
- C. Power Point on BR & E Program - An overview of the program and outline for training information.

- D. Training - Staff will try to have Jo Faust at the September meeting for member training. What information should be brought to the company visits?
- E. Business Selection - Discussion was held about starting visits with Chart, Inc., Scott Equipment and Electromed.

City Staff will have copies of the revised documents at the next meeting and work with the First Stop Shop and Jo Faust on the training for September EDA agenda.

6. Planning Director Ondich's Business Updates for August'2017 were reviewed.

7. EDA Executive Director Johnson provided a brief update on the Broz Hotel situation; Senior Housing Project; Kwik Trip Project; the Movie Filming Project; and the State Bank of New Prague merger with the First Bank & Trust out of Brookings, SD. Bruce Wolf provided additional details about the merger.

8. Adjourn

There being no additional business, it was the consensus of the Board to adjourn at approximately 8:34 A.M.

Respectfully Submitted,

Michael J. Johnson
City Administrator/EDA Executive Director