



ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA

City of New Prague

Wednesday, August 13, 2025 at 7:30 AM

City Hall Council Chambers - 118 Central Ave N

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1. **CALL TO ORDER**
 2. **CONSENT AGENDA**
 - [a.](#) July 9, 2025 Meeting Minutes
July 9, 2025 Closed Meeting Minutes
 - [b.](#) Claims for Payment: **\$30.26**
 3. **PUBLIC HEARING**
 - [a.](#) Resolution #25-08-13-01 - Adopting a Modification to the Development Plan for and the Boundaries of Development District No. 1
 4. **BUSINESS RETENTION AND EXPANSION (BR&E) PROGRAM**
 5. **BUSINESS UPDATES**
 - [a.](#) August 2025
 6. **CDA UPDATE**
 7. **SCHOOL DISTRICT UPDATE**
 8. **EXECUTIVE DIRECTORS REPORT**
 9. **MISCELLANEOUS**
 10. **ADJOURNMENT**

Next Meeting: Wednesday, September 10, 2025

OUR MISSION IS TO PROMOTE AND FACILITATE ECONOMIC DEVELOPMENT IN THE NEW PRAGUE AREA:

- * Strengthen existing businesses and non-profits *
- * Create an environment conducive to new economic development *
- * Create long term funding strategy *

Brent Quast, President
Troy Pint, Vice President
Eric Krogman, Secretary
Nick Slavik
Austin Reville
Charles Nickolay, Mayor

Term Ending 5/31/26
Term Ending 5/31/27
Term Ending 5/31/31
Term Ending 5/31/30
Term Ending 5/31/29

Bruce Wolf, Councilmember
Joshua Tetzlaff, City Administrator & Executive Director



ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

City of New Prague

Wednesday, July 09, 2025 at 7:30 AM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order by EDA President Brent Quast with the following members present: Brent Quast, Troy Pint, Eric Krogman, Austin Reville, Nick Slavik, Bruce Wolf and Charles Nickolay.

City Staff Present: City Administrator Joshua Tetzlaff and Planning/Community Development Director Ken Ondich.

Others Present: Jo Foust (Scott County CDA), Tony Buthe (School District), Shawn Ryan (City Council, left before item 2 to avoid a quorum of the City Council being in attendance at the meeting) and Brian Paulson (Resident)

2. CONSENT AGENDA

Motion to approve the consent agenda was made by Pint, seconded by Reville.

Motion carried (7-0)

- a. June 11, 2025 Meeting Minutes
June 11, 2025 Closed Meeting Minutes
- b. Claims for Payment: **\$111.36**

3. BUSINESS RETENTION AND EXPANSION (BR&E) PROGRAM

Jo Foust with the Scott County CDA noted that visits had occurred recently with Tech Support of Minnesota, New Prague Floral and Sue's Quilt Shop with additional visits scheduled.

4. STRATEGIC PLANNING UPDATE

- a. EDA Strategies & Goals

Keith Dahl with Ehlers provided a PowerPoint presentation that contained five proposed goals for the EDA's Strategic Planning which will be used to develop action items. Discussion about the proposed goals included whether housing should be included as one of the five goals and the EDA noting that housing is mentioned during many BR&E visits as an important topic and that it's difficult to un-connect housing from economic development. It was noted that there is approximately 1-2 months left in the process of the strategic plan including a joint EDA/City Council workshop. Administrator Tetzlaff also noted that creating an economic development district is a topic that has come up recently as a method for funding the police station addition, but also one that is generally a good thing to have in place across the city for economic development purposes. He asked the EDA about holding a hearing to establish an economic development district and the EDA consensus was to have the hearing at the August 13th EDA meeting.

5. BUSINESS UPDATES

- a. July 2025
Ondich presented the monthly update.

6. CDA UPDATE

Jo Foust from the Scott County CDA stated that they are once again holding the fast-track challenge, having a broker event at Canterbury Park in September, noted that the new CDA building would be complete in August and noted generally that the CDA can support housing efforts in New Prague for affordable housing.

7. SCHOOL DISTRICT UPDATE

Tony Buthe from the School District noted that all teaching staff had been hired for the coming school year but that they continue to hire support staff. He stated that the School District supports housing in New Prague. He finally noted that a Career and Tech Fair would be occurring in October for sophomores and juniors.

8. EXECUTIVE DIRECTORS REPORT

Tetzlaff noted that the City is exploring two funding options for the Police Station addition, which are CIP Bonds and EDA Lease Revenue bonds. He stated that a petition was received for a reverse referendum on the CIP bonds, but that the EDA Lease Revenue bond was an option being considered where the EDA would own the building and lease back to the City until the bond is paid off. He noted that having an EDA Development District is required for this funding option, among other EDA activities. He stated that city staff and consultants are working on timelines for such a process to be considered.

9. MISCELLANEOUS

10. ADJOURNMENT

Motion to adjourn the meeting at 8:14 a.m. was made by Slavik, seconded by Quast.
Motion carried (7-0)

Respectfully Submitted,

Joshua M. Tetzlaff
City Administrator / EDA Executive Director



ECONOMIC DEVELOPMENT AUTHORITY MEETING - CLOSED MINUTES

City of New Prague

Wednesday, July 09, 2025 at 7:35 AM

City Hall Council Chambers - 118 Central Ave N

1. CALLED TO ORDER

President Brent Quast called the Closed Meeting to order at 8:15 a.m. with the following members present: Brent Quast, Erik Krogman, Troy Pint, Nick Slavik, Charles Nickolay and Bruce Wolf.

Staff present: City Administrator Joshua Tetzlaff and Planning/Community Development Director Ken Ondich.

2. CLOSED SESSION:

Discussion was had on the properties identified as PIN No. 24.124.0060 & 24.124.0050

2. GENERAL BUSINESS ON CLOSED SESSION, IF NEEDED

3. ADJOURNMENT

Motion to adjourn the closed meeting at 8:48 a.m. was made by Pint, seconded by Slavik.

Motion carried (6-0)

Respectfully Submitted,

Joshua M. Tetzlaff
City Administrator / EDA Executive Director

Vendor Name	Description	Net Invoice Amount
ABDO	OSA REPORTING FORM	10.41
CIVIC SYSTEMS LLC	CIVIC SYSTEM SUPPORT & MAINTENANCE	10.55
ROSS NESBIT AGENCIES INC.	AGENCY FEE	9.30
Total EDA:		30.26
Grand Totals:		30.26

EDA

Account	Account Code Description	2025 CURRENT Budget	Current Period	Year to Date Thru 6/30/2025	Budget Balance
680-3-0000-31010	CURRENT PROPERTY TAXES	\$ 75,000.00	\$ 38,779.80	\$ 38,779.80	\$ 36,220.20
680-3-0000-31020	DELINQUENT PROPERTY TAXES	\$ -	\$ 94.05	\$ 94.05	\$ (94.05)
680-3-0000-36210	INTEREST INCOME	\$ 250.00	\$ 844.66	\$ 5,395.16	\$ (5,145.16)
	TOTAL OPERATING REVENUE	\$ 75,250.00	\$ 39,718.51	\$ 44,299.92	\$ 30,950.08
680-4-4650-101	WAGES FULL-TIME	\$ 47,111.00	\$ 179.43	\$ 18,164.41	\$ 28,946.59
680-4-4650-103	WAGES PART-TIME	\$ -	\$ -	\$ -	\$ -
680-4-4650-113	EMPLOYEE BENEFITS	\$ 24.00	\$ -	\$ -	\$ 24.00
680-4-4650-121	EMPLOYER CONT. PERA	\$ 3,532.00	\$ 13.44	\$ 1,398.59	\$ 2,133.41
680-4-4650-122	EMPLOYER CONT. FICA	\$ 3,604.00	\$ 12.67	\$ 1,426.45	\$ 2,177.55
680-4-4650-129	GERF CHANGE	\$ -	\$ -	\$ -	\$ -
680-4-4650-131	HEALTH INSURANCE	\$ 6,728.00	\$ 24.36	\$ 2,084.06	\$ 4,643.94
680-4-4650-132	DENTAL INSURANCE	\$ 670.00	\$ 2.16	\$ 122.46	\$ 547.54
680-4-4650-133	LIFE & S-T DISABILITY INS.	\$ 128.00	\$ 0.51	\$ 51.41	\$ 76.59
680-4-4650-151	WORKER'S COMPENSATION INS.	\$ 365.00	\$ -	\$ 182.03	\$ 182.97
680-4-4650-200	SUPPLIES	\$ 500.00	\$ 0.55	\$ 0.55	\$ 499.45
680-4-4650-220	REPAIRS & MAINT. SUPPLIES	\$ 500.00	\$ -	\$ -	\$ 500.00
680-4-4650-301	AUDIT	\$ 725.00	\$ 10.41	\$ 356.65	\$ 368.35
680-4-4650-305	CIVIL LEGAL FEES	\$ 3,000.00	\$ -	\$ 1,582.60	\$ 1,417.40
680-4-4650-310	PROFESSIONAL SERVICES	\$ 327.00	\$ 91.25	\$ 91.91	\$ 235.09
680-4-4650-320	POSTAGE	\$ 200.00	\$ -	\$ -	\$ 200.00
680-4-4650-322	COMPUTER COMM/MAINT	\$ -	\$ -	\$ 10.55	\$ (10.55)
680-4-4650-330	TRAVEL, CONF, MILEAGE ALLOW.	\$ 300.00	\$ -	\$ -	\$ 300.00
680-4-4650-340	ADVERTISING & PUBLICATIONS	\$ 1,200.00	\$ -	\$ -	\$ 1,200.00
680-4-4650-369	INSURANCES	\$ 2,954.00	\$ 9.30	\$ 391.10	\$ 2,562.90
680-4-4650-433	DUES & SUBSCRIPTIONS	\$ 545.00	\$ -	\$ -	\$ 545.00
680-4-4650-441	SPECIAL PROJECTS	\$ 2,837.00	\$ -	\$ -	\$ 2,837.00
680-4-4650-490	DONATION OTHER CIVIC ORG.	\$ -	\$ -	\$ -	\$ -
680-4-4650-720	TRANSFER-OUT	\$ -	\$ -	\$ -	\$ -
680-4-4650-905	DEBT PAYMENT	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATING EXPENSES	\$ 75,250.00	\$ 344.08	\$ 25,862.77	\$ 49,387.23

EDA Industrial Park

Account	Account Code Description	2025 CURRENT Budget	Current Period	Year to Date	Budget Balance
681-3-0000-36210	INTEREST INCOME	\$ -	\$ 375.77	\$ 2,384.64	\$ (2,384.64)
	TOTAL OPERATING REVENUE	\$ -	\$ 375.77	\$ 2,384.64	\$ (2,384.64)
681-4-4650-305	CIVIL LEGAL FEES	\$ -	\$ -	\$ -	\$ -
681-4-4650-420	DEPRECIATION EXPENSE	\$ 1,773.00	\$ -	\$ -	\$ 1,773.00
681-4-4650-500	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -
	TOTAL OPERATING EXPENSES	\$ 1,773.00	\$ -	\$ -	\$ 1,773.00

EDA

		2024	2025
		YTD BALANCE	CURRENT YTD BALANCE
		6/30/2024	
ASSETS			
680-10101	CLAIM ON CASH	\$ 184,614.39	\$ 184,422.28
680-10120	MONEY MARKET-FIRST BK & TRUST	\$ 25,687.06	\$ 25,769.28
680-10125	MONEY MARKET-4M	\$ 249,282.58	\$ 260,769.85
680-11500	ACCOUNTS RECEIVABLE	\$ -	\$ -
680-15501	PREPAID OTHER	\$ -	\$ -
680-15696	DEFERRED OUTFLOW - OPEB	\$ -	\$ -
680-15699	GERF DEFERRED OUTFLOW	\$ -	\$ -
TOTAL ASSETS		\$ 459,584.03	\$ 470,961.41
LIABILITIES			
680-20210	ACCOUNTS PAYABLE	\$ 20.71	\$ 120.81
680-21717	OPEB LIABILITY	\$ -	\$ -
680-22296	OPEB DEFERRED INFLOW	\$ -	\$ -
680-22299	GERF DEFERRED INFLOW	\$ -	\$ -
680-23999	GERF PENSION LIABILITY	\$ -	\$ -
TOTAL LIABILITIES		\$ 20.71	\$ 120.81
RETAINED EARNINGS		\$ 459,563.32	\$ 470,840.60
TOTAL LIABILITIES & FUND EQUITY		\$ 459,584.03	\$ 470,961.41

EDA Industrial Park

		2024	2025
		YTD BALANCE	CURRENT YTD BALANCE
CURRENT ASSETS			
681-10101	CLAIM ON CASH	\$ 76,624.03	\$ 72,544.75
681-10120	MONEY MARKET-FIRST BK & TRUST	\$ 12,844.28	\$ 12,885.73
681-10125	MONEY MARKET-4M	\$ 110,006.32	\$ 115,074.49
TOTAL CURRENT ASSETS		\$ 199,474.63	\$ 200,504.97
NON CURRENT ASSETS			
681-16100	LAND	\$ 453,940.38	\$ 453,940.38
681-16300	INFRASTRUCTURE	\$ (0.32)	\$ -
681-16310	ACCUM. DEPRECIATION-INFRASTR	\$ (591.17)	\$ -
TOTAL NON CURRENT ASSETS		\$ 453,348.89	\$ 453,940.38
TOTAL ASSETS		\$ 652,823.52	\$ 654,445.35
LIABILITIES			
681-20210	ACCOUNTS PAYABLE	\$ -	\$ -
681-20610	CIP RETAINAGE PERCENTAGE	\$ 6,286.00	\$ -
TOTAL LIABILITIES		\$ 6,286.00	\$ -
RETAINED EARNINGS		\$ 646,537.52	\$ 654,445.35
TOTAL LIABILITIES & FUND EQUITY		\$ 652,823.52	\$ 654,445.35

State of Minnesota
Counties of Scott and LeSueur

NEW PRAGUE ECONOMIC DEVELOPMENT AUTHORITY

RESOLUTION #25-08-13-01

ADOPTING A MODIFICATION TO THE DEVELOPMENT PLAN FOR AND THE BOUNDARIES OF DEVELOPMENT DISTRICT NO. 1

BE IT RESOLVED, by the Board of Commissioners of the New Prague Economic Development Authority (the "EDA") of the City of New Prague, Minnesota (the "City"), as follows:

Section 1. Recitals

1.01. The New Prague Economic Development Authority (the "EDA") has heretofore established Development District No. 1 and adopted the Development Plan (the "Plan") therefor. It has been proposed that the EDA adopt a Modification to the Development Plan for Development District No. 1 (the "Development Plan Modification"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.090 to 469.1082, as amended, (the "Act") all as reflected in the Plan, and presented for the EDA's consideration.

1.02. The EDA has investigated the facts relating to the Development Plan Modification and Plan and have caused the Development Plan Modification and Plan to be prepared.

1.03. The EDA has performed all actions required by law to be performed prior to the establishment and the adoption and approval of the proposed Development Plan Modification and Plan, including, but not limited to, review of the Development Plan Modification and Plan by the EDA on August 13, 2025, and the holding of a public hearing upon published notice as required by law.

1.04. Certain written reports (the "Reports") relating to the Development Plan Modification and Plan and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the EDA and/or made a part of the EDA files and proceedings on the

Development Plan Modification and Plan. The Reports, including the redevelopment qualifications reports and planning documents, include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The EDA hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein.

1.05 The EDA is modifying the boundaries of Development District No. 1, to follow the legal corporate limits of the City of New Prague as set forth in Exhibit A, and modifying the Development Plan therefor.

Section 2. Findings for the Adoption and Approval of the Development Plan Modification

2.01. The EDA approves the Development Program Modification, and specifically finds that: (a) the Development Plan, as modified, will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of projects by private enterprise; and (b) that the Development Plan, as modified, conforms to the general plan for the development of the City as a whole.

Section 3. Public Purpose

3.01. The adoption of the Development Plan Modification and Plan conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up, to provide development opportunities, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose.

Section 4. Approval and Adoption of the Development Plan Modification and Plan

4.01. The Development Plan Modification and Plan, as presented to the EDA on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the Director of Community and Economic Development.

4.02. The EDA amends the boundaries of Development District No. 1, to follow the legal corporate limits of the City of New Prague as set forth in Exhibit A.

4.03. The staff of the EDA and the City, advisors and legal counsel are authorized and directed to proceed with the implementation of the Program and Plan and to negotiate, draft, prepare and present to the EDA for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

4.04. The Mayor and City Administrator are further authorized and directed to file a copy of Development District No. 1, the Development Plan Modification and Plan with the Commissioner of the Minnesota Department of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

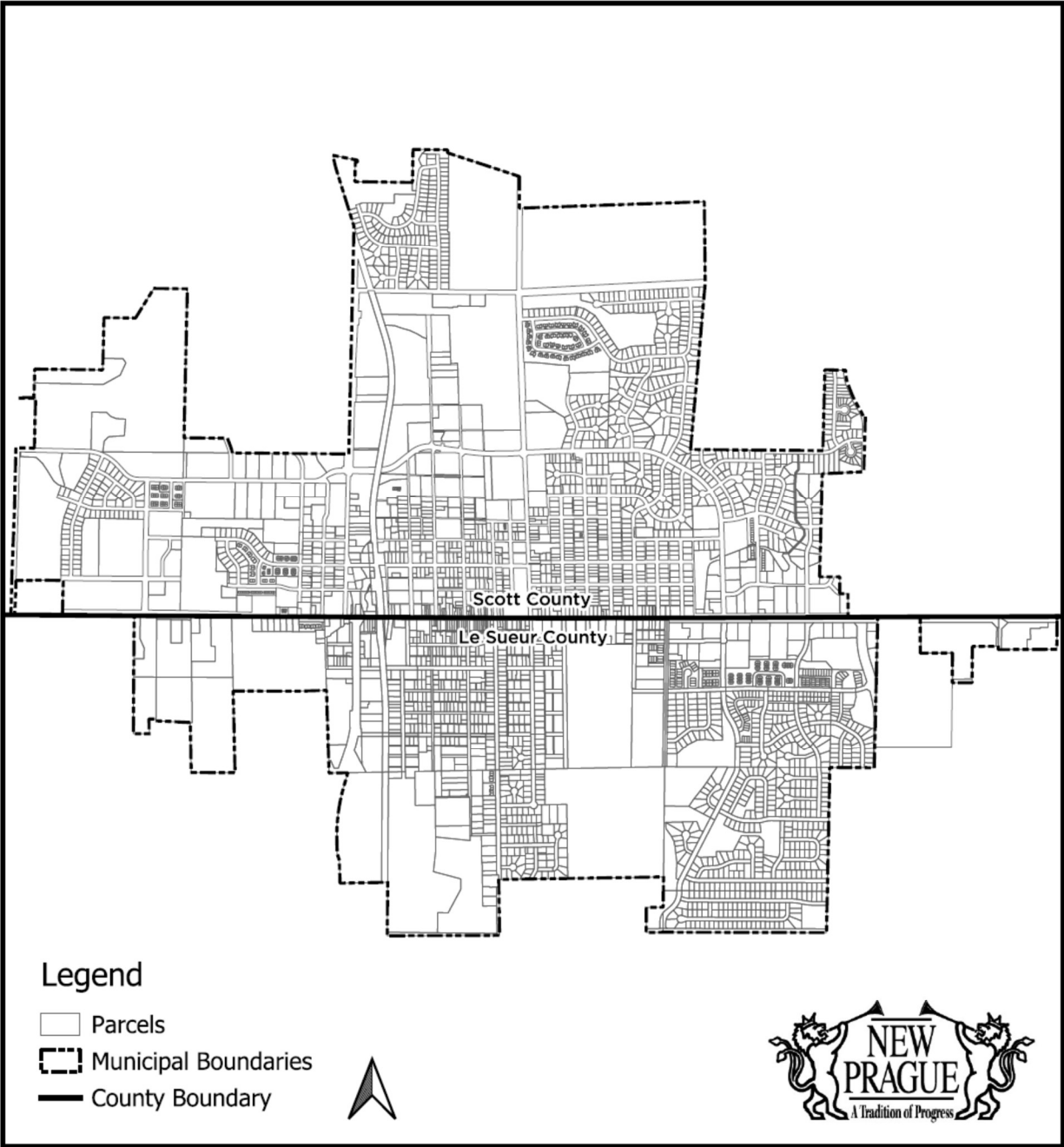
Date Adopted: August 13, 2025.

**New Prague Economic
Development Authority**

Brent Quast, President

Joshua Tetzlaff, Executive Director

EXHIBIT A
Development District No. 1



The boundaries of Economic Development District No. 1 are coterminous with the corporate limits of the City of New Prague.

Adoption Date: August 13, 2025

Economic Development Plan for Economic Development District No. 1

Economic Development Authority for the
City of New Prague, MN
Scott and LeSueur County



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, Minnesota 55113

BUILDING COMMUNITIES. IT'S WHAT WE DO.

Economic Development Plan for Economic Development District No. 1

STATEMENT OF NEED AND PUBLIC PURPOSE

The Economic Development Authority for the City of New Prague (the “EDA”) finds that there is a need for development within the City of New Prague, Minnesota (the “City”) and the Economic Development District No. 1 (the “Development District”) to provide employment opportunities, to improve the local tax base, to provide public facilities, and to improve the general economy of the City and the State. The sound development of the economic security of the residents of the City depends upon proper development of marginal and other property, which includes property that meets any one of a number of conditions, including without limitation properties whose values are too low to pay for the public services required or rendered and properties whose lack of use or improper or obsolete use has resulted in stagnant or unproductive land that could otherwise contribute to the public health, safety, and welfare.

The EDA finds that certain existing public facilities are outdated or lack adequate space to serve the needs of the City’s population. The Development District will allow the City to encourage commercial development to stimulate future development of the City by providing access to public services and facilities to the citizens of and businesses in the City. Each project will be evaluated, from time to time, by the City and the EDA to determine that it is in the best interest of the health, safety and welfare of the City.

In cooperation with the City or any other development of public or private property, the EDA may construct public projects or facilities that are anticipated to provide a stimulating effect for the development of other parcels in the City. The EDA specifically finds that the Development Plan for Economic Development District No. 1 (the “Development Plan”) will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of the City by private enterprise and that the Development Plan shall conform to the general plan for the development of the City as a whole, subject to permitted variances or other exceptions as approved from time to time.

The EDA also finds that the welfare of the City and the State requires active promotion, retention, attraction, encouragement, and development of economically sound industry and commerce through governmental action for the purpose of preventing the emergence of blighted lands and areas of chronic unemployment. It shall also be the policy of the EDA to facilitate and encourage such action as may be necessary to prevent the economic

deterioration of such areas to the point where the process can be reversed only by total redevelopment. Through the use of the powers conferred on the EDA pursuant to *Minnesota Statutes, Sections 469.090 to 469.1082* (the “EDA Act”), promoting economic development may prevent the occurrence of conditions requiring redevelopment and prevent the emergence of blight, marginal land, and substantial and persistent unemployment.

STATUTORY AUTHORITY

Pursuant to the EDA Act, the EDA is authorized to exercise the powers of an economic development authority. It is the intention of the EDA, notwithstanding the enumeration of specific goals and objectives in the Development Plan, that the EDA shall have and enjoy with respect to the Development District the full range of powers and duties conferred upon the EDA pursuant to the EDA Act and such other legal authority as the EDA may have or enjoy from time to time.

The EDA is authorized under the EDA Act to undertake and administer the Development Plan and the Development District, and to finance all legally permissible costs incurred or to be incurred by or on behalf of the EDA in carrying out the Development Plan. These costs include but are not limited to: (a) the costs of any public facilities, public infrastructure and redevelopment activities consistent with the Development Plan as originally adopted or subsequently amended; (b) costs of administering the Development District; and (c) debt service payments on any obligations issued to finance the Development District authorized by the Development Plan (“Public Costs”).

Public Costs of the Development District may be financed through project revenues and, if applicable, the issuance of bonds as necessary and appropriate. Bonds include any tax-exempt or taxable bonds issued by the City or EDA to finance the Public Costs of the Development District, and any obligations issued to refund such bonds.

STATEMENT OF OBJECTIVES

The EDA seeks to accomplish the following general objectives within the Development District:

1. Promote the prompt development and redevelopment of property within the Development District in a manner consistent with the City comprehensive plan, which property is currently less productive because of substandard conditions, incompatible or obsolete uses, lack of adequate community services, or general blight.

2. Promote the development of adequate public facilities necessary to serve the Development District and the City as a whole, including without limitation the development of public facilities to promote development in cooperation with the City.
3. Construct, acquire or finance any public facilities, including sanitary sewer, water, storm drainage and roads, deemed necessary and desirable for the development or redevelopment of the Development District.
4. Assist in development or redevelopment through provision of public services, demolition and relocation, soil and terrain corrections or site improvements, or land acquisition, all in cases deemed appropriate by the EDA.
5. Employ any powers of the EDA under the EDA Act for the benefit of the Development District in such cases and upon such terms as the EDA may deem appropriate.

DEVELOPMENT DISTRICT

The Development District boundaries are coterminous with the boundaries of the City and are illustrated in the attached map.

PROPERTY ACQUISITION

The EDA may acquire such property, or interests therein, as the EDA may deem necessary or desirable to carry out the objectives of the Development Plan. Acquisition may be accomplished by negotiation, lease, purchase, gift, devise, or as otherwise permitted by law. The EDA may hold and dispose of the property in accordance with the EDA Act.

DEVELOPMENT DISTRICT FINANCING

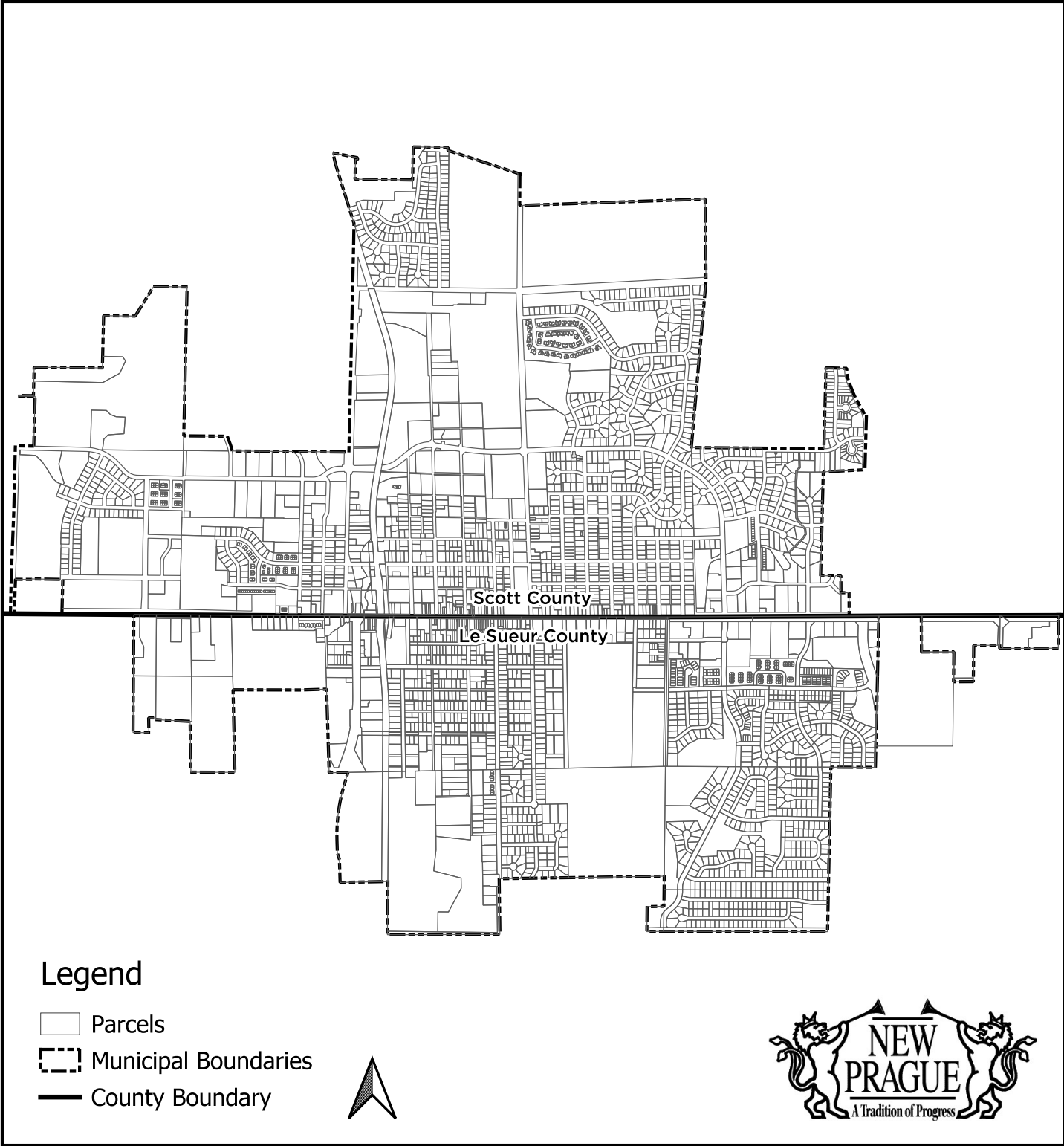
The EDA may use revenues from any source available to it to pay any Public Costs of the Development District. As authorized by law, the EDA may finance certain Public Costs of the Development District related to a project primarily through the issuance of lease revenue obligations in connection with which the EDA may acquire a leasehold interest in the property on which the project will be located, lease such facilities back to the City, and pledge the lease revenues from the City to pay debt service on certain bonds of the EDA.

In addition, as authorized by law, the EDA may finance certain Public Costs of the Development District primarily through the issuance of revenue obligations

secured by one or more other revenues available to the EDA, including without limitation EDA general revenues, specific facility rents and charges, tax increment financing or any other revenues available to the EDA.

Economic Development Plan for Economic Development District No. 1

City of New Prague
Scott and Le Sueur County, Minnesota



The boundaries of Economic Development District No. 1 are coterminous with the corporate limits of the City of New Prague.

August 2025 EDA Business Updates:

- **2 new home permits** were issued in July (2 single family homes, 0 townhome units and 0 apartment units). 57 residential units have been issued so far in 2025 (3 single family, 0 townhomes and 54 apartment units).
- **The Car Lot**, located at 401 Main St. W., recently moved to a larger location in Belle Plaine. The property owner is now looking at making improvements to the parking lot and building to have a new tenant occupy the space.
- The building permit for a 21,000 sq. ft. addition to **Great River Energy**, located at 906 6th Street NW, was issued.
- A commercial alteration permit was issued for **Case Aesthetics** to locate at 314 Main St. E.
- A building sign variance was approved recently for the **Bohemia Flats Apartments** located at 102 Chalupsky Ave. SE. A model unit is now available for tours with the plan for the units to start being occupied this fall.