



ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA

City of New Prague

Wednesday, June 11, 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.](#) May 14, 2025 EDA Meeting Minutes
 - [b.](#) Claims for Payment: **\$9.96**
 3. BUSINESS RETENTION AND EXPANSION (BR&E) PROGRAM
 4. BUSINESS UPDATES
 - [a.](#) June 2025
 5. CDA UPDATE
 6. SCHOOL DISTRICT UPDATE
 7. EXECUTIVE DIRECTORS REPORT
 8. MISCELLANEOUS
 9. ADJOURNMENT

Next Meeting: Wednesday, July 9, 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

Duane Jirik, Mayor

Bruce Wolf, Councilmember

Joshua Tetzlaff, City Administrator & Executive Director

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



ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

City of New Prague

Wednesday, May 14, 2025 at 7:30 AM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER

The meeting was called to order at 7:30 a.m. by EDA President Brent Quast with the following members present: Brent Quast, Eric Krogman, Austin Reville, Nick Slavik, and Bruce Wolf.

Absent: Troy Pint and Duane Jirik

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

Others Present: Jo Foust (CDA), Keith Dahl (Ehlers), and Jason Aarsvold (Ehlers)

2. CONSENT AGENDA

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

Motion carried (5-0)

- a. April 9, 2025 EDA Meeting Minutes
- b. Claims for Payment: **\$403.97**

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

Jo Foust stated that visits were made to Bishop Investments, Goldsmith Eyecare, Secure Base Counseling and CVF Racing, with a visit coming up with Ettlins's Cafe.

4. BUSINESS UPDATES

Planning/Community Development Director Ken Ondich presented the monthly report.

- a. May 2025

5. CDA UPDATE

Jo Foust provided an update on programs the CDA had offered in the last month.

6. SCHOOL DISTRICT UPDATE

No update.

7. STRATEGIC PLANNING - LEVEL SETTING

Keith Dahl and Jason Aarsvold from Ehlers were present to provide an overview of their strategic planning process with the EDA. A number of discussion questions were posed to the EDA including: What are your expectations for economic development, what are the top areas for development or redevelopments, what role should the city plan in economic development or redevelopment, what incentives should the city use, what is the biggest barrier to development in New Prague, is New Prague competitive with other communities, what is missing in New Prague, how do you define success in the city's economic development and redevelopment efforts, does New Prague offer adequate housing options for current residents and future residents.

8. EXECUTIVE DIRECTORS REPORT

City Administrator Joshua Tetzlaff provided preliminary 2026 Assessment data as information from both counties.

- a. Preliminary 2026 Assessment Data

9. MISCELLANEOUS

- a. MCPP Usage Report

Planning/Community Development Director Ken Ondich indicated that we have now met the minimum requirements of the program to participate again in 2026.

10. ADJOURNMENT

Motion to adjourn the meeting at 8:54 a.m. was made by Slavik, seconded by Krogman.

Motion carried (5-0)

Respectfully Submitted,

Joshua M. Tetzlaff
City Administrator / EDA Executive Director

Vendor Name	Description	Net Invoice Amount
ROSS NESBIT AGENCIES INC.	AGENCY FEE	9.30
SUEL PRINTING	COMPENSATION STUDY AD	.66
Total EDA:		9.96
Grand Totals:		9.96

EDA

Account	Account Code Description	2025 CURRENT Budget	Current Period	Year to Date Thru 4/30/2025	Budget Balance
680-3-0000-31010	CURRENT PROPERTY TAXES	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
680-3-0000-31020	DELINQUENT PROPERTY TAXES	\$ -	\$ -	\$ -	\$ -
680-3-0000-36210	INTEREST INCOME	\$ 250.00	\$ 429.86	\$ 3,029.12	\$ (2,779.12)
	TOTAL OPERATING REVENUE	\$ 75,250.00	\$ 429.86	\$ 3,060.03	\$ 72,189.97
680-4-4650-101	WAGES FULL-TIME	\$ 47,111.00	\$ 3,364.22	\$ 13,961.51	\$ 33,149.49
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	\$ 252.30	\$ 1,132.85	\$ 2,399.15
680-4-4650-122	EMPLOYER CONT. F I C A	\$ 3,604.00	\$ 247.84	\$ 1,112.69	\$ 2,491.31
680-4-4650-129	GERF CHANGE	\$ -	\$ -	\$ -	\$ -
680-4-4650-131	HEALTH INSURANCE	\$ 6,728.00	\$ 292.69	\$ 1,913.71	\$ 4,814.29
680-4-4650-132	DENTAL INSURANCE	\$ 670.00	\$ 24.06	\$ 120.30	\$ 549.70
680-4-4650-133	LIFE & S-T DISABILITY INS.	\$ 128.00	\$ 10.18	\$ 50.90	\$ 77.10
680-4-4650-151	WORKER'S COMPENSATION INS.	\$ 365.00	\$ -	\$ 181.07	\$ 183.93
680-4-4650-200	SUPPLIES	\$ 500.00	\$ -	\$ -	\$ 500.00
680-4-4650-220	REPAIRS & MAINT. SUPPLIES	\$ 500.00	\$ -	\$ -	\$ 500.00
680-4-4650-301	AUDIT	\$ 725.00	\$ 50.27	\$ 346.24	\$ 378.76
680-4-4650-305	CIVIL LEGAL FEES	\$ 3,000.00	\$ -	\$ 1,582.60	\$ 1,417.40
680-4-4650-310	PROFESSIONAL SERVICES	\$ 327.00	\$ 0.66	\$ 0.66	\$ 326.34
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	\$ 363.20	\$ 2,590.80
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	\$ 4,251.52	\$ 20,776.28	\$ 54,473.72

EDA Industrial Park

Account	Account Code Description	2025 CURRENT Budget	Current Period	Year to Date	Budget Balance
681-3-0000-36210	INTEREST INCOME	\$ -	\$ 189.94	\$ 1,337.26	\$ (1,337.26)
	TOTAL OPERATING REVENUE	\$ -	\$ 189.94	\$ 1,337.26	\$ (1,337.26)
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
		4/30/2024	
ASSETS			
680-10101	CLAIM ON CASH	\$ 154,286.87	\$ 173,723.29
680-10120	MONEY MARKET-FIRST BK & TRUST	\$ 25,674.22	\$ 25,750.99
680-10125	MONEY MARKET-4M	\$ 247,155.28	\$ 258,422.10
680-11500	ACCOUNTS RECEIVABLE	\$ -	\$ -
680-15501	PREPAID OTHER	\$ -	\$ -
680-15696	DEFERRED OUTFLOW - OPEB	\$ -	\$ -
680-15699	GERF DEFERRED OUTFLOW	\$ -	\$ -
TOTAL ASSETS		\$ 427,116.37	\$ 457,896.38
LIABILITIES			
680-20210	ACCOUNTS PAYABLE	\$ 4.05	\$ 50.93
680-21717	OPEB LIABILITY	\$ -	\$ -
680-22296	OPEB DEFERRED INFLOW	\$ -	\$ -
680-22299	GERF DEFERRED INFLOW	\$ -	\$ -
680-23999	GERF PENSION LIABILITY	\$ -	\$ -
TOTAL LIABILITIES		\$ 4.05	\$ 50.93
RETAINED EARNINGS		\$ 427,112.32	\$ 457,845.45
TOTAL LIABILITIES & FUND EQUITY		\$ 427,116.37	\$ 457,896.38

EDA Industrial Park

		2024	2025
		YTD BALANCE	CURRENT YTD BALANCE
CURRENT ASSETS			
681-10101	CLAIM ON CASH	\$ 77,672.83	\$ 72,544.75
681-10120	MONEY MARKET-FIRST BK & TRUST	\$ 12,837.80	\$ 12,876.51
681-10125	MONEY MARKET-4M	\$ 109,068.29	\$ 114,036.33
TOTAL CURRENT ASSETS		\$ 199,578.92	\$ 199,457.59
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		\$ 652,927.81	\$ 653,397.97
LIABILITIES			
681-20210	ACCOUNTS PAYABLE	\$ 1,048.80	\$ -
681-20610	CIP RETAINAGE PERCENTAGE	\$ 6,286.00	\$ -
TOTAL LIABILITIES		\$ 7,334.80	\$ -
RETAINED EARNINGS		\$ 645,593.01	\$ 653,397.97
TOTAL LIABILITIES & FUND EQUITY		\$ 652,927.81	\$ 653,397.97

June 2025 EDA Business Updates:

- **0 new home permits** were issued in May (0 single family homes, 0 townhome units and 0 apartment units). 55 residential units have been issued so far in 2025 (1 single family, 0 townhomes and 54 apartment units).
- A **building permit was applied for by Amcon Construction for a 20,000 sq ft. addition to the existing Greater River Energy** building located at 906 6th Street NW.
- A **building permit was applied for by Met-Con the Police Station addition to the existing Fire/Ambulance building** located at 505 5th Ave. NW.
- A **variance was applied for by the LaMacchia Group on behalf of Heartland Credit Union at 100 Alton Ave. SE** to allow a bank drive-thru on a new building to be adjacent to TH19. This matter will be reviewed by the Planning Commission at their June meeting.
- **POPS facility update:** Grading work has continued at the site and is nearing completion. Construction of the POPS facility itself is expected to begin by August 15th and be completed in the spring of 2026.