



ECONOMIC DEVELOPMENT AUTHORITY MEETING AGENDA

City of New Prague

Wednesday, July 08, 2026 at 7:30 AM

City Hall Council Chambers - 118 Central Ave N

1. CALL TO ORDER
2. CONSENT AGENDA
 - a. June 10, 2026 EDA Meeting Minutes
 - b. Claims for Payment: **\$5,959.60**
3. FUTURE EDA ENDEAVORS
 - a. Future Endeavors Memo
4. BUSINESS RETENTION AND EXPANSION (BR&E) PROGRAM
5. BUSINESS UPDATES
 - a. July 2026
6. CDA UPDATE
7. SCHOOL DISTRICT UPDATE
8. EXECUTIVE DIRECTORS REPORT
9. MISCELLANEOUS
10. ADJOURNMENT

Next Meeting: Wednesday, August 12, 2026

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 | Term Ending 5/31/32 |
| Troy Pint, Vice President | Term Ending 5/31/27 |
| Eric Krogman, Secretary | Term Ending 5/31/31 |
| Nick Slavik | Term Ending 5/31/30 |
| Austin Reville | Term Ending 5/31/29 |
| Charles Nickolay, Mayor | |
| Bruce Wolf, Councilmember | |
| Joshua Tetzlaff, City Administrator & Executive Director | |



ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

City of New Prague

Wednesday, June 10, 2026 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 at 7:32 a.m. with the following members present: Brent Quast, Troy Pint, Austin Reville, Bruce Wolf and Charles Nickolay. Absent were Nick Slavik and Eric Krogman.

Staff Present: City Administrator Joshua Tetzlaff and Community Development Ken Ondich

2. CONSENT AGENDA

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

Motion carried (5-0)

- a. May 13, 2026 EDA Meeting Minutes
- b. Claims for Payment: **\$115.31**

3. FUTURE EDA ENDEAVORS

Tetzlaff asked the EDA for thoughts and comments on the EDA becoming involved in the redevelopment of the Mill site. The EDA consensus was that they would consider involvement if a redevelopment plan were brought forward for consideration that they could assist with but would not lead the effort. Tetzlaff also asked the EDA for thoughts and comments on acquisition and redevelopment of other downtown properties. The consensus of the EDA was to look at possibly providing assistance programs such as for downpayment assistance or building rehabilitation, but not to own buildings and rehab them directly. The EDA suggested they may have a role in the re-use or redevelopment of the City Hall site which will soon be vacated along with the "City Center" land north of the new POPS facility.

Tetzlaff indicated that staff continues to process the TIF Application for CVF Racing's potential new building and the City Council has a hearing for a TIF District to assist in funding the sidewalk through the industrial park.

- a. Future Endeavors Memo

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

No update.

5. BUSINESS UPDATES

Ondich provided the monthly business update.

- a. June 2026

6. CDA UPDATE

Ondich provided the CDA Updates which was provided as information only.

7. SCHOOL DISTRICT UPDATE

None.

8. EXECUTIVE DIRECTORS REPORT

None.

9. MISCELLANEOUS

None.

10. ADJOURNMENT

Motion to adjourn the meeting at 8:15 a.m. was made by Nickolay, seconded by Pint.
Motion carried (5-0)

Respectfully Submitted,

Joshua M. Tetzlaff
City Administrator / EDA Executive Director

| Vendor Name | Description | Net Invoice Amount |
|----------------------------|-----------------------------|--------------------|
| ABDO | OSA REPORTING FORM | 10.66 |
| CASELLE LLC | SEMI-ANNUAL SUPPORT FEES | 11.37 |
| CASELLE LLC | SEMI-ANNUAL SUPPORT FEES | .57 |
| ROSS NESBIT AGENCIES INC. | AGENCY FEE | .50 |
| ROSS NESBIT AGENCIES INC. | AGENCY FEE | .50 |
| Total EDA: | | 23.60 |
| EHLERS | INDUSTRIAL PARK | 5,000.00 |
| KENNEDY & GRAVEN CHARTERED | AVENTUS INVESTMENT PURCHASE | 936.00 |
| Total EDA-INDUSTRIAL PARK: | | 5,936.00 |
| Grand Totals: | | 5,959.60 |

EDA

| Account | Account Code Description | 2026 CURRENT Budget | Current Period | Year to Date Thru 5/31/2026 | Budget Balance |
|------------------|---------------------------------|---------------------------|--------------------|-----------------------------------|---------------------|
| 680-3-0000-31010 | CURRENT PROPERTY TAXES | \$ 75,000.00 | \$ - | \$ - | \$ 75,000.00 |
| 680-3-0000-36210 | INTEREST INCOME | \$ 1,000.00 | \$ 379.95 | \$ 3,234.17 | \$ (2,234.17) |
| | TOTAL OPERATING REVENUE | \$ 76,000.00 | \$ 380.98 | \$ 3,235.20 | \$ 72,764.80 |
| 680-4-4650-101 | WAGES FULL-TIME | \$ 50,660.00 | \$ 3,756.00 | \$ 19,155.60 | \$ 31,504.40 |
| 680-4-4650-121 | EMPLOYER CONT. PERA | \$ 3,798.00 | \$ 281.70 | \$ 1,544.30 | \$ 2,253.70 |
| 680-4-4650-122 | EMPLOYER CONT. F I C A | \$ 3,875.00 | \$ 267.67 | \$ 1,466.34 | \$ 2,408.66 |
| 680-4-4650-123 | EMPLOYER CONT. PFMLA(E) | \$ 223.00 | \$ 16.24 | \$ 88.37 | \$ 134.63 |
| 680-4-4650-131 | HEALTH INSURANCE | \$ 7,519.00 | \$ 284.40 | \$ 3,521.75 | \$ 3,997.25 |
| 680-4-4650-132 | DENTAL INSURANCE | \$ 670.00 | \$ - | \$ 215.10 | \$ 454.90 |
| 680-4-4650-133 | LIFE & S-T DISABILITY INS. | \$ 134.00 | \$ - | \$ 41.09 | \$ 92.91 |
| 680-4-4650-151 | WORKER'S COMPENSATION INS. | \$ 273.00 | \$ - | \$ 153.68 | \$ 119.32 |
| 680-4-4650-301 | AUDIT | \$ 622.00 | \$ 115.31 | \$ 380.06 | \$ 241.94 |
| 680-4-4650-310 | PROFESSIONAL SERVICES | \$ 150.00 | \$ - | \$ - | \$ 150.00 |
| 680-4-4650-322 | COMPUTER COMM/MAINT | \$ 50.00 | \$ - | \$ 23.28 | \$ 26.72 |
| 680-4-4650-340 | ADVERTISING & PUBLICATIONS | \$ 1,000.00 | \$ - | \$ 396.50 | \$ 603.50 |
| 680-4-4650-369 | INSURANCES | \$ 450.00 | \$ - | \$ 166.60 | \$ 283.40 |
| 680-4-4650-433 | DUES & SUBSCRIPTIONS | \$ 600.00 | \$ - | \$ 575.00 | \$ 25.00 |
| 680-4-4650-441 | SPECIAL PROJECTS | \$ 5,976.00 | \$ - | \$ - | \$ 5,976.00 |
| | TOTAL OPERATING EXPENSES | \$ 76,000.00 | \$ 4,721.32 | \$ 27,727.67 | \$ 48,272.33 |

EDA Industrial Park

| Account | Account Code Description | 2026 CURRENT Budget | Current Period | Year to Date | Budget Balance |
|------------------|---------------------------------|---------------------------|-------------------|--------------------|----------------------|
| 681-3-0000-36210 | INTEREST INCOME | \$ 1,000.00 | \$ 168.87 | \$ 1,438.20 | \$ (438.20) |
| | TOTAL OPERATING REVENUE | \$ 1,000.00 | \$ 168.87 | \$ 1,438.20 | \$ (438.20) |
| 681-4-4650-305 | CIVIL LEGAL FEES | \$ - | \$ 936.00 | \$ 5,337.64 | \$ (5,337.64) |
| | TOTAL OPERATING EXPENSES | \$ - | \$ 936.00 | \$ 5,632.64 | \$ (5,632.64) |

| EDA | | 2025 | 2026 |
|--------------------------|--|----------------------|----------------------|
| | | YTD BALANCE | CURRENT YTD BALANCE |
| | | 5/31/2025 | |
| ASSETS | | | |
| 680-10101 | CLAIM ON CASH | \$ 168,940.87 | \$ 177,380.75 |
| 680-10120 | MONEY MARKET-FIRST BK & TRUST | \$ 25,763.07 | \$ - |
| 680-10125 | MONEY MARKET-4M | \$ 259,931.40 | \$ 295,669.64 |
| | TOTAL ASSETS | \$ 454,635.34 | \$ 473,050.39 |
| LIABILITIES | | | |
| 680-20210 | ACCOUNTS PAYABLE | \$ 10.92 | \$ 115.31 |
| | TOTAL LIABILITIES | \$ 10.92 | \$ 115.31 |
| RETAINED EARNINGS | | \$ 454,624.42 | \$ 472,935.08 |
| | TOTAL LIABILITIES & FUND EQUITY | \$ 454,635.34 | \$ 473,050.39 |

| EDA Industrial Park | | 2025 | 2026 |
|---------------------------|--|----------------------|-----------------------|
| | | YTD BALANCE | CURRENT YTD BALANCE |
| CURRENT ASSETS | | | |
| 681-10101 | CLAIM ON CASH | \$ 285,586.27 | \$ 646,801.48 |
| 681-10120 | MONEY MARKET-FIRST BK & TRUST | \$ 12,882.60 | \$ - |
| 681-10125 | MONEY MARKET-4M | \$ 114,701.85 | \$ 130,718.85 |
| | TOTAL CURRENT ASSETS | \$ 413,170.72 | \$ 777,520.33 |
| NON CURRENT ASSETS | | | |
| 681-16100 | LAND | \$ 240,898.86 | \$ (62,549.92) |
| 681-16300 | INFRASTRUCTURE | \$ - | \$ - |
| 681-16310 | ACCUM. DEPRECIATION-INFRASTR | \$ - | \$ - |
| | TOTAL NON CURRENT ASSETS | \$ 240,898.86 | \$ (62,549.92) |
| | TOTAL ASSETS | \$ 654,069.58 | \$ 714,970.41 |
| LIABILITIES | | | |
| 681-20210 | ACCOUNTS PAYABLE | \$ - | \$ 936.00 |
| | TOTAL LIABILITIES | \$ - | \$ 936.00 |
| RETAINED EARNINGS | | \$ 654,069.58 | \$ 714,034.41 |
| | TOTAL LIABILITIES & FUND EQUITY | \$ 654,069.58 | \$ 714,970.41 |



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MEMORANDUM

TO: EDA BOARD
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: FUTURE EDA ENDEAVORS
DATE: JUNE 29, 2026

For the last few months, the EDA has been discussing the next projects that it wishes to advance. Some of the items the EDA has discussed include:

- Expansion of the industrial park
- Expansion of commercial areas through direct funding
- Building out industrial properties for sale/lease
- Purchasing the Mill property
- Purchasing downtown property to improve and then sell/lease

The last two items on the list of future endeavors as it sits now are to provide improvements funds to downtown businesses (or businesses across the City) and to provide assistance to daycares.

Providing funds for improvement of downtown businesses is something the EDA has done in the past. Through this program, the EDA could set parameters for how it wants to provide assistance, and then do so. This program can be self-funded or could also be done in collaboration with the State of Minnesota. A hurdle that was present in former improvement programs was that property owners had low participation rates, meaning that funds went unused. Through BR&E visits, staff have been told that there would be interest in restarting the improvement grant program, though that interest was from business owners. Again, it would be property owners who would need to take advantage of the program.

When the idea of daycare assistance was added to this list, it was a common and growing problem around the country. More and more, quality, affordable childcare is becoming more difficult to find, especially for children under the age of two because of State requirements for supervision and care. This becomes an EDA issue because families are forced to have one parent stay home with children instead of joining the workforce, which hurts workforce participation rates. If the EDA is interested, staff can investigate ways that EDA could help in alleviating the childcare deficit.

July 2026 EDA Business Updates:

- **0 new home permits** were issued in June (The year-to-date totals are: 2 single family homes, 0 townhome units and 0 apartment units). Two additional new home permits are available for pick up at this time.
- A Conditional Use Permit for **Bold North Hemp, LLC** to locate a cannabis cultivation facility at the former mill located at 100 2nd Ave. SW was recommended for approval by the Planning Commission on June 24th. The City Council will consider the application at the July 6th City Council meeting.
- **B&D Cannabis**, located at 410 Main Street W., hopes to be open within the next few weeks. B&D Cannabis is a cannabis micro business with a retail endorsement and is utilizing one of the maximum two cannabis retail licenses available in the City (as set by City Ordinance).
- **Near North Title Company** moved from 138 Main St. W. to 115 1st Ave. SE, Suite 100. The space at 138 Main St. W. is now available for lease and is about 2,600 sq. ft. and has a private parking lot.
- **D&D Mechanical** at 520 6th Street NW is winding down operations as the owner is retiring. The building will be available for lease in July and will likely also be made available for sale.
- **Scott Equipment** was issued a building permit for an accessory structure at 601 6th Street NW. The structure will be used for vehicle and equipment storage.