



# CITY COUNCIL MEETING AGENDA

## City of New Prague

Monday, May 19, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

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#### 1. CALL TO ORDER

- a. Pledge of Allegiance

#### 2. APPROVAL OF REGULAR AGENDA

#### 3. CONSENT AGENDA

The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.

- [a.](#) Meeting Minutes
  - i. May 5, 2025 Special City Council Meeting Minutes
  - ii. May 5, 2025 City Council Meeting Minutes
- [b.](#) Claims for Payment: **\$679,711.12**
- [c.](#) Financial Summary Report
- [d.](#) Post-Issuance Debt Compliance Policy

#### 4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

*Speakers limited to 5 minutes*

#### 5. PUBLIC HEARING(S) – 6:00 PM

- a. None

#### 6. CITY ENGINEER PROJECTS UPDATE

- [a.](#) May 19, 2025

#### 7. POLICE STATION FUNDING UPDATE

#### 8. ORDINANCE(S) FOR INTRODUCTION

- [a.](#) #356 - Amending Sections 121.02 and 121.03 of Chapter 121 Titled Tetrahydrocannabinol Products of the New Prague City Code

#### 9. ORDINANCE(S) FOR ADOPTION

## 10. RESOLUTIONS

- [a.](#) [#25-05-19-01](#) - Declaring the Official Intent of City of New Prague to Reimburse Certain Expenditures

## 11. GENERAL BUSINESS

- [a.](#) Appointment of Board/Commission Members

## 12. MISCELLANEOUS

- [a.](#) Meeting Minutes
  - i. April 8, 2025 Park Board Meeting Minutes
  - ii. April 9, 2025 EDA Board Meeting Minutes
- [b.](#) Discussion of Items not on the Agenda

## 13. ADJOURNMENT

### UPCOMING MEETINGS AND NOTICES:

<b>May 26</b>	<b>Holiday – City Offices Closed</b>
May 27	3:30 p.m. Utility Commission
May 27	6:30 p.m. Golf Board
May 28	6:30 p.m. Planning Commission
June 2	6:00 p.m. City Council
June 10	6:00 p.m. Park Board
June 11	7:30 a.m. EDA Board
June 16	6:00 p.m. City Council



# SPECIAL CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, May 05, 2025 at 5:15 PM

1st Floor Conference Room - 118 Central Ave N

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### 1. CALL TO ORDER

The meeting was called to order at 5:15 p.m.

#### PRESENT

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

#### ABSENT

Mayor Duane Jirik

### 2. APPROVAL OF REGULAR AGENDA

### 3. GENERAL BUSINESS

#### a. Interview Board & Commission Applicants

i. Jeremy Dohm, Planning Commission

ii. Dan Bishop, Utilities Commission

iii. Den Gardner, Golf Board

The City Council interviewed 3 candidates- one for Planning Commission, one for Utilities Commission and one for Golf Board.

### 4. ADJOURNMENT

The meeting was adjourned at 5:58 p.m.

ATTEST:

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Joshua M. Tetzlaff

City Administrator

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Duane J. Jirik

Mayor



# CITY COUNCIL MEETING MINUTES

## City of New Prague

Monday, May 05, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

### 1. CALL TO ORDER

The meeting was called to order at 6:00 pm by City Council Vice President Bruce Wolf.

#### PRESENT

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Rik Seiler

Councilmember Bruce Wolf

#### ABSENT

Mayor Duane Jirik

Staff present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Utilities General Manager

Bruce Reimers, Police Chief Tim Applen and Public Works Director Matt Rynda

a. Pledge of Allegiance

### 2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda.

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

### 3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

a. Meeting Minutes

i. April 7, 2025 Closed City Council Meeting Minutes

ii. April 21, 2025 City Council Meeting Minutes

iii. April 28, 2025 Special City Council Meeting Minutes

b. Claims for Payment: **\$96,523.26**

c. Deferred Assessment Satisfaction for 105 3rd St. NE

d. Honeywell Settlement Agreement

### 4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

*Speakers limited to 5 minutes*

Brian Paulson (206 4th St SW) and Jacki Tikalsky (107 Columbus Ave N) spoke.

### 5. PUBLIC HEARING(S) – 6:00 PM

a. None

**6. CITY ENGINEER PROJECTS UPDATE**

Public Works Director Matt Rynda presented the City Engineer Projects Update.

a. May 5, 2025

**7. SERIES 2025A POLICE STATION BOND SALE RESULTS**

Rebecca Kurtz from Ehlers presented the Series 2025A Police Station Bond Sale Results.

The meeting went into recess at 6:26 pm.

The meeting resumed at 6:48 pm.

**a. Resolution #25-05-05-01**

Motion to approve Resolution 25-05-05-01 - Awarding the Sale of General Obligation CIP Bonds, Series 2025A

Motion made by Councilmember Seiler, Seconded by Councilmember Bass.

Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Voting Nay: Councilmember Ryan

Motion carried (3-1)

**8. SERIES 2025B STREET/UTILITY BOND SALE RESULTS**

Rebecca Kurtz from Ehlers presented the Series 2025B Street/Utility Bond Sale Results.

**a. Resolution #25-05-05-02**

Motion to approve Resolution #25-05-05-02 - Awarding the Sale of General Obligation Bonds, Series 2025B

Motion made by Councilmember Bass, Seconded by Councilmember Seiler.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

**9. ORDINANCE(S) FOR INTRODUCTION****10. ORDINANCE(S) FOR ADOPTION****11. RESOLUTIONS****a. #25-05-05-03 - Conditional Use Permit #C1-2025 for Exterior Storage by Bevcomm**

City Administrator Joshua Tetzlaff presented the Conditional Use Permit.

Motion to approve resolution #25-05-05-03 - Conditional Use Permit #C1-2025 for Exterior Storage by Bevcomm

Motion made by Councilmember Seiler, Seconded by Councilmember Ryan.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

**b. #25-05-05-04 - Fee Schedule Amendment**

Utilities General Manager Bruce Reimers presented the changes to the Fee Schedule concerning bulk water costs.

City Administrator Joshua Tetzlaff presented the changes to the Fee Schedule concerning remodel permit costs.

Motion to approve resolution #25-05-05-04 - Fee Schedule Amendment

Motion made by Councilmember Bass, Seconded by Councilmember Ryan.

Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf

Motion carried (4-0)

## 12. GENERAL BUSINESS

- a. City Hall Hours  
 City Administrator Joshua Tetzlaff presented the proposed changes to City Hall's summer hours for the summer and answered any questions.  
 Motion to approve the changes to City Hall's hours for the summer as proposed in the memo.  
 Motion made by Councilmember Seiler, Seconded by Councilmember Wolf.  
 Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
 Motion carried (4-0)
- b. 2026 Audit Services  
 Finance Director Robin Pikal presented the proposal for the 2026 Audit Services by ABDO.  
 Motion to approve 2026 audit services for 2025 fiscal year with ABDO and going out for RFP for subsequent years.  
 Motion made by Councilmember Bass, Seconded by Councilmember Ryan.  
 Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
 Motion carried (4-0)
- c. Compensation Study Review  
 City Administrator Joshua Tetzlaff presented the compensation study review and asked which council members would be interested in reviewing the RFPs with staff.  
 The consensus was that Shawn Ryan will represent the Council during the interview process.
- d. Police Building - Construction Administration Approval  
 City Administrator Joshua Tetzlaff presented the Police Building - Construction Administration Approval  
 Motion to approve the agreement for the cost for bidding and construction administration with Wold on the Police Facility Addition  
 Motion made by Councilmember Bass, Seconded by Councilmember Seiler.  
 Voting Yea: Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
 Voting Nay: Councilmember Ryan  
 Motion carried (3-1)

## 13. MISCELLANEOUS

- a. Budget Timeline  
 Discussion was had regarding the timeline for the 2026 budget.
- b. Unified Development Code Process Update
- c. Meeting Minutes
  - i. March 26, 2025 Planning Commission Meeting Minutes
  - ii. March 31, 2025 Utilities Commission Meeting Minutes
- d. Discussion of Items not on the Agenda

## 14. ADJOURNMENT

Motion to adjourn the meeting at 7:58 p.m.  
 Motion made by Councilmember Seiler, Seconded by Councilmember Bass.  
 Voting Yea: Councilmember Ryan, Councilmember Bass, Councilmember Seiler, Councilmember Wolf  
 Motion carried (4-0)

ATTEST:

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Duane J. Jirik  
 Mayor

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Joshua M. Tetzlaff  
 City Administrator

CITY OF NEW PRAGUE  
ACCOUNTS PAYABLE  
05/19/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<b>FUND 101 - GENERAL FUND</b>			
<b><u>RURAL FIRE - TO BE REIMBURSED</u></b>			
ANCOM COMMUNICATIONS	REPLACEMENT CLIP	\$29.00	
BEVCOMM	TELEPHONE	\$90.81	
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	\$405.31	
CENTERPOINT ENERGY	NATURAL GAS	\$298.12	
LAKERS NEW PRAGUE SANITARY	TRASH - RURAL	\$21.66	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$16.60	
STAR GROUP LLC.	ENGINE ONE	\$13.48	
USI CONSULTING GROUP	GASB 67 & 68 REPORTS-FIRE RELIEF	\$575.00	
VERIZON WIRELESS	TABLETS	\$73.28	
<b>TOTAL:</b>			<b>\$1,523.26</b>
<b><u>OTHER - TO BE REIMBURSED</u></b>			
AMAZON CAPITAL SERVICES	SAMPLE APPAREL	\$219.96	
EHLERS	YELLOW TREE	\$3,400.00	
G AND H READY MIX LLC	DRS - CONCRETE	\$7,920.00	
GENERATION BUILDING CENTER	DRS BASEBALL	\$22.99	
KENNEDY & GRAVEN CHARTERED	SCOTT EQUIPMENT	\$24.00	
MACH LUMBER INC	DRS BALLFIELD	\$221.00	
<b>TOTAL:</b>			<b>\$11,807.95</b>
<b><u>COUNCIL</u></b>			
AMERICAN LEGAL	INTERNET RENEWAL	\$500.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$274.98	
<b>TOTAL:</b>			<b>\$774.98</b>
<b><u>ADMINISTRATION</u></b>			
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$23.39	
AMERICAN LEGAL	CODE OF ORDINANCES	\$170.00	
BEVCOMM	TELEPHONE	\$102.74	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$28.63	
QUILL CORPORATION	COPY PAPER	\$39.89	
ROTARY CLUB OF NEW PRAGUE	ROTARY DUES - APRIL-JUNE	\$180.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$310.42	
VETERAN SHREDDING	CONTRACTED SERVICES	\$8.50	
<b>TOTAL:</b>			<b>\$863.57</b>
<b><u>TECH NETWORK</u></b>			
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$335.40	
COMPUTER TECHNOLOGY SOLUTIONS	SERVER UPGRADE	\$48,813.78	
<b>TOTAL:</b>			<b>\$49,149.18</b>
<b><u>ATTORNEY</u></b>			
KENNEDY & GRAVEN CHARTERED	LEGAL MATTERS	\$2,000.40	
SCOTT COUNTY ATTORNEY'S OFFICE	MARCH COURT FINES	\$1,389.41	
<b>TOTAL:</b>			<b>\$3,389.81</b>
<b><u>PLANNING</u></b>			
AMAZON CAPITAL SERVICES	LAMINATING SHEETS	\$5.35	
BEVCOMM	TELEPHONE	\$46.67	
BOLTON & MENK INC.	UNIFIED DEVELOPMENT CODE	\$3,555.00	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$8.18	
METRO SALES INC	COPIER LEASE	\$49.50	
SCOTT COUNTY RECORDER	RECORDING FEE	\$46.00	
SCOTT COUNTY TREASURER	NEARMAP 2025 AGREEMENT	\$1,500.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$27.18	
<b>TOTAL:</b>			<b>\$5,237.88</b>
<b><u>GOVERNMENT BUILDING</u></b>			
CENTERPOINT ENERGY	NATURAL GAS	\$692.76	
JANI-KING OF MINNESOTA INC	CLEANING SERVICES	\$2,573.26	
LAKERS NEW PRAGUE SANITARY	TRASH - CITY HALL	\$86.72	
MEI TOTAL ELEVATOR SOLUTIONS	ELEVATOR MAINTENANCE	\$69.62	
<b>TOTAL:</b>			<b>\$3,422.36</b>

CITY OF NEW PRAGUE  
ACCOUNTS PAYABLE  
05/19/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<b><u>POLICE</u></b>			
ACE HARDWARE & PAINT	SUPPLIES	\$12.97	
AMAZON CAPITAL SERVICES	COMPUTER CABLE	-\$6.20	
AT&T MOBILITY	WIRELESS CELLS	\$568.91	
BEVCOMM	TELEPHONE	\$114.94	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$2.95	
JEFF BELZER NEW PRAGUE FORD	LUBE, OIL, FILTER SERVICE	\$70.38	
NORTH MEMORIAL HEALTH CARE	EMR REFRESHER	\$500.00	
STAR GROUP LLC.	WIPER BLADES	\$44.94	
TRANSUNION RISK AND ALTERNATIVE	MONTHLY CHARGES	\$75.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$279.14	
VERIZON WIRELESS	SQUAD BROADBAND	\$280.07	
VETERAN SHREDDING	CONTRACTED SERVICES	\$42.50	
<b>TOTAL:</b>			<b><u><u>\$1,985.60</u></u></b>
<b><u>FIRE</u></b>			
ANCOM COMMUNICATIONS	REPLACEMENT CLIP	\$29.00	
BEVCOMM	TELEPHONE	\$90.81	
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	\$405.31	
CENTERPOINT ENERGY	NATURAL GAS	\$298.12	
LAKERS NEW PRAGUE SANITARY	TRASH - FIRE	\$21.67	
STAR GROUP LLC.	ENGINE ONE	\$13.49	
USI CONSULTING GROUP	GASB 67 & 68 REPORTS-FIRE RELIEF	\$575.00	
VERIZON WIRELESS	TABLETS	\$73.27	
<b>TOTAL:</b>			<b><u><u>\$1,506.67</u></u></b>
<b><u>BUILDING INSPECTOR</u></b>			
BEVCOMM	TELEPHONE	\$46.67	
GREATAMERICA FINANCIAL SERVICES	POSTAGE MACHINE LEASE	\$1.36	
METRO SALES INC	COPIER LEASE	\$49.50	
<b>TOTAL:</b>			<b><u><u>\$97.53</u></u></b>
<b><u>STREET</u></b>			
ACE HARDWARE & PAINT	SUPPLIES	\$90.01	
AMAZON CAPITAL SERVICES	BUNGEE CORDS	\$33.72	
AMAZON CAPITAL SERVICES	LAMINATING SHEETS	\$5.34	
BEVCOMM	TELEPHONE	\$77.08	
CENTERPOINT ENERGY	NATURAL GAS	\$415.27	
LAKERS NEW PRAGUE SANITARY	TRASH - STREETS	\$89.32	
METRO SALES INC	COPIER LEASE	\$49.50	
OLYMPIC FIRE PROTECTION	ANNUAL FIRE SPRINKLER INSP	\$240.00	
RIVER COUNTRY COOP	DIESEL	\$1,277.48	
STASNEY ELECTRIC	2023 CIP REPAIRS	\$471.12	
WM. MUELLER & SONS INC.	ASPHALT	\$145.77	
WM. MUELLER & SONS INC.	SAND MIX - 10TH AVE & 3RD ST	\$408.59	
ZIEGLER INC.	CAT LOADER - HYDRAULIC CYLINDER	\$1,374.54	
<b>TOTAL:</b>			<b><u><u>\$4,677.74</u></u></b>
<b><u>PARKS</u></b>			
ACE HARDWARE & PAINT	SUPPLIES	\$113.28	
AMAZON CAPITAL SERVICES	HULA HOE	\$97.14	
AMAZON CAPITAL SERVICES	LAMINATING SHEETS	\$5.35	
BEVCOMM	TELEPHONE	\$34.52	
CENTERPOINT ENERGY	NATURAL GAS	\$346.24	
CHARD GRADING & EXCAVATING	CLASS 5	\$146.48	
CROSS NURSERIES INC	EAB GRANT - TREES	\$1,389.75	
LAKERS NEW PRAGUE SANITARY	TRASH - BALLFIELD	\$139.56	
LAKERS NEW PRAGUE SANITARY	TRASH - PARKS	\$89.32	
MACH LUMBER INC	LUMBER	\$18.10	
OESTREICH REPAIR	TIRE REPAIR	\$14.72	
RENT N SAVE PORTABLE SERVICES	PORABLE RESTROOMS	\$620.00	
VERIZON WIRELESS	IPADS	\$10.02	
WASHA TRUCKING SERVICES INC	HAULING- CLASS 5	\$125.00	
<b>TOTAL:</b>			<b><u><u>\$3,149.48</u></u></b>



CITY OF NEW PRAGUE  
ACCOUNTS PAYABLE  
05/19/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<b><u>LIBRARY</u></b>			
CENTERPOINT ENERGY	NATURAL GAS	\$304.84	
JANI-KING OF MINNESOTA INC	CLEANING SERVICE	\$743.27	
<b>TOTAL:</b>			<b>\$1,048.11</b>
<b><u>UNALLOCATED</u></b>			
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$327.00	
<b>TOTAL:</b>			<b>\$327.00</b>
<b>GENERAL FUND TOTAL:</b>			<b>\$88,961.12</b>
<b>FUND 233 - SPECIAL REVENUE - CRIME PREVENTION</b>			
COAST TO COAST SOLUTIONS	DECALS	\$354.29	
COAST TO COAST SOLUTIONS	IMPRINTED STADIUM CUP	\$727.90	
<b>TOTAL:</b>			<b>\$1,082.19</b>
<b>FUND 424 - CAPITAL PROJECTS - CIP 2025</b>			
HOLTMEIER CONSTRUCTION INC	CIP 2025	\$437,269.26	
<b>TOTAL:</b>			<b>\$437,269.26</b>
<b>FUND 425 - CAPITAL PROJECTS - POLICE STATION</b>			
WOLD ARCHITECTS AND ENGINEERS	POLICE ADDITION	\$34,810.30	
<b>TOTAL:</b>			<b>\$34,810.30</b>
<b>FUND 602 - ENTERPRISE - SANITARY SEWER</b>			
ABM EQUIPMENT & SUPPLY INC	LIFT - 2024 F-600	\$2,636.37	
ACE HARDWARE & PAINT	SUPPLIES	\$99.70	
AMAZON CAPITAL SERVICES	LAMINATING SHEETS	\$5.34	
AMAZON CAPITAL SERVICES	SHIPPING LABELS	\$111.39	
BEVCOMM	TELEPHONE	\$209.54	
CENTERPOINT ENERGY	NATURAL GAS	\$11,544.86	
COMPUTER TECHNOLOGY SOLUTIONS	SERVER UPGRADE	\$3,968.60	
DEM-CON COMPANIES LLC	BIOSOLIDS DISPOSAL	\$80.42	
GOPHER STATE ONE CALL	LINE LOCATES	\$26.32	
GRAINGER	BREAKER - SCADA ALARM	\$67.83	
GRAINGER	EAR PLUGS	\$54.72	
JOE WAGNER	MWQA MEETING	\$20.00	
LAKERS NEW PRAGUE SANITARY	TRASH - WWTP	\$247.13	
MASTER MECHANICAL INC.	MAU #5 REPAIR	\$2,311.95	
MCMASTER-CARR SUPPLY COMPANY	F-600 CRANE HOOK	\$231.78	
NEON LINK	ONLINE PAYMENT FEES	\$203.31	
PVS TECHNOLOGIES INC	FERRIC CHLORIDE	\$11,937.38	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$210.60	
SALTCO	MONTHLY SALT	\$1,718.91	
VERIZON WIRELESS	IPADS	\$7.52	
VETERAN SHREDDING	CONTRACTED SERVICES	\$8.50	
<b>TOTAL:</b>			<b>\$35,702.17</b>
<b>FUND 606 - ENTERPRISE - STORM UTILITY</b>			
GOPHER STATE ONE CALL	LINE LOCATES	\$26.33	
NEON LINK	ONLINE PAYMENT FEES	\$24.56	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$3.60	
VERIZON WIRELESS	IPADS	\$7.52	
<b>TOTAL:</b>			<b>\$62.01</b>
<b>FUND 651 - ENTERPRISE - AMBULANCE</b>			
CENTERPOINT ENERGY	NATURAL GAS	\$298.12	
LAKERS NEW PRAGUE SANITARY	TRASH - AMBULANCE	\$21.67	
ROSS NESBIT AGENCIES INC.	AGENCY FEE	\$10.20	
<b>TOTAL:</b>			<b>\$329.99</b>
<b>TOTAL ACCOUNTS PAYABLE FOR COUNCIL APPROVAL:</b>			<b>\$598,217.04</b>

Vendor Name	Net Invoice Amount
<b>ACE HARDWARE &amp; PAINT</b>	
2 CYCLE OIL	\$23.55
COUPLING, VALVES, PIPE, STORAGE BOX	\$205.75
COURSE PAINT	\$39.95
DRILL BIT	\$27.08
FUEL LINE, FASTNERS, SEALANT	\$31.11
MISC CLEANING SUPPLIES	\$58.47
PROPANE EXCHANGE	\$54.17
SHOVELS, HOE, ICE CHOPPER, HOOKS, AIR CHUCK, SHELF	\$322.85
VALVE	\$16.25
<b>ACUSHNET COMPANY</b>	
CLOTHING	\$58.67
CLOTHING - DISCOUNT	\$1.68-
<b>BENNY'S PLUMBING</b>	
SNACK BAR WATER HEATER	\$1,200.00
TOILETS/URINAL AT SNACK BAR	\$1,786.00
URINAL / DRAIN REPAIR	\$225.00
<b>BREAKTHRU BEVERAGE MINNESOTA</b>	
ALCOHOL - KEG CREDIT	\$30.00-
BEER	\$391.80
BEER - NON-ALCOHOLIC	\$67.70
BEER KEG	\$191.00
KEG DEPOSIT	\$30.00
NA BEER	\$33.85
<b>CARD SERVICES/COBORN</b>	
FOOD	\$316.58
<b>CENTRAL MCGOWAN INC</b>	
EQUIPMENT RENTAL	\$77.31
LATE FEE	\$2.00
<b>CINTAS</b>	
LINENS / TOWELS	\$259.91
TOWELS	\$259.91
<b>CIT GROUP</b>	
CLOTHING	\$1,911.75
<b>CLESENS</b>	
COUPLING	\$33.91
HOSE, ELBOW PVC	\$93.70
PVC FITTINGS, GLUE, WIRE CONNECTORS	\$752.86
PVC FITTINGS, GLUE, PRIMER	\$107.19
PVC TEE FITTINGS	\$24.22
<b>CLEVELAND GOLF / SRIXON</b>	
GOLF BALLS	\$118.50
<b>COLLEGE CITY BEVERAGE</b>	
ALCOHOL	\$3,287.21
BEER	\$1,678.25
BEER KEG	\$336.06
BEER KEG CREDIT	\$60.00-
BEER/LIQUOR	\$45.76
BEVERAGES-NON-ALCOHOLIC	\$96.56
SELTZERS	\$395.60
<b>DR. FRESH TAP</b>	
TAP LINE CLEANING	\$150.00
<b>FERGUSON ENTERPRISES</b>	
PLUMBERS TAPE, PIPE, LUBE	\$95.42
<b>GOLF PROFESSIONAL ENTERPRISES LLC</b>	
APRIL MANAGEMENT FEE	\$8,514.45

Vendor Name	Net Invoice Amount
<b>HERITAGE LANDSCAPE SUPPLY GROUP</b>	
MYSTIC LAKE BLACK	\$795.58
<b>HERMEL WHOLESALE</b>	
CLEANING SUPPLIES	\$57.19
DISPOSABLE SUNDRIES	\$254.98
FOOD	\$7,771.11
FOOD / SUPPLIES	\$2,904.01
PAPER PRODUCTS	\$79.47
SUNDRIES	\$1,303.29
SUPPLIES	\$1,090.43
<b>JOSEPH ELLIOT USA LLC</b>	
GOLF MERCHANDISE	\$511.89
<b>L2 BRANDS LLC</b>	
CLOTHING	\$942.42
<b>LAU'S BAKERY</b>	
BUNS	\$209.10
<b>LE SUEUR - WASECA PUBLIC H</b>	
FOOD & BEVERAGE LICENSE	\$900.00
<b>MACH LUMBER INC</b>	
LUMBER	\$113.27
LUMBER & SCREWS	\$94.27
<b>MTI DISTRIBUTING INC</b>	
CLAMPS, BARB, VALVE, NOZZLES	\$476.69
GREENS PRO ROLLER 1260	\$18,628.23
RADIATOR	\$1,273.24
SMOOTH TIRES	\$370.16
<b>NEW PRAGUE UTILITIES</b>	
UTILITIES	\$2,569.70
<b>NORTHLAND CHEMICAL CORP</b>	
LIQUID BACTERIA, DETERGENT, WAX	\$336.77
<b>O'CONNOR INC</b>	
LOGO HEADWEAR	\$1,489.96
<b>PEPSICO BEVERAGE SALES LLC</b>	
BEVERAGE - NON-ALCOHOL	\$840.47
BEVERAGES	\$1,323.64
<b>PIZZERIA 201</b>	
FOOD - PARKVIEW	\$1,630.19
<b>PLAISTED COMPANIES</b>	
TOP DRESSING	\$1,885.26
<b>QUILL CORPORATION</b>	
OFFICE SUPPLIES	\$34.74
<b>REINDERS INC.</b>	
TOWELS, CLIPS	\$692.03
<b>RIVER COUNTRY COOP</b>	
FUEL	\$1,856.53
<b>ST. ANDREWS PRODUCTS CO.</b>	
GOLF MERCHANDISE	\$246.20
REPAIR TOOLS-JR GOLF	\$445.38
TEES / BALL MARKERS	\$458.73
<b>STAR GROUP LLC.</b>	
BATTERY 6 VOLT	\$1,455.65
BATTERY 6 VOLT CORE	\$74.44-
BATTERY 8 VOLT	\$907.14
BATTERY 8 VOLT CORE	\$146.31-
SOCKETS HALF INCH DRIVE	\$109.43
<b>TAYLOR MADE GOLF COMPANY</b>	
GOLF BALLS	\$1,044.36
SPECIAL ORDER	\$141.20

Vendor Name	Net Invoice Amount
<b>TOW DISTRIBUTING CORP</b>	
BEER	\$1,721.70
<b>US SPECIALTY COATINGS</b>	
WHITE PAINT	\$762.62
<b>ZEROFRICTION LLC</b>	
SPECIAL ORDER	\$759.13
Grand Totals	\$81,494.08

**Unaudited Income Statement**  
Through March 31, 2025  
Percent of year complete: 25%

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	Prior Year 2024 Thru 3/31/2024	Actual Thru 3/31/2025	2024/2025 Variance YTD	Current Month 3/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
<b>General Fund</b>							
<b>REVENUES</b>							
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 4,238,585	\$ 4,238,585	0.00%
Local Government Aid	\$ -	\$ 111,448.39	\$ 111,448.39	\$ 111,448.39	\$ 1,185,369	\$ 1,073,921	9.40%
Licenses and permits	\$ 150,205.45	\$ 161,677.58	\$ 11,472.13	\$ 48,615.94	\$ 255,680	\$ 94,002	63.23%
Intergovernmental	\$ 63,180.50	\$ 83,976.37	\$ 20,795.87	\$ 14,283.27	\$ 430,596	\$ 346,620	19.50%
Charges for services	\$ 6,174.85	\$ (1,520.07)	\$ (7,694.92)	\$ (2,279.07)	\$ 118,367	\$ 119,887	-1.28%
Fines	\$ 4,244.92	\$ 4,318.94	\$ 74.02	\$ 1,139.20	\$ 25,000	\$ 20,681	17.28%
Interest Income	\$ 99,778.90	\$ 111,627.64	\$ 11,848.74	\$ 29,596.33	\$ 89,145	\$ (22,483)	125.22%
Miscellaneous revenue	\$ 21,517.15	\$ 42,719.70	\$ 21,202.55	\$ 33,660.42	\$ 585,808	\$ 543,088	7.29%
Transfers In	\$ 9,999.99	\$ 10,000.03	\$ 0.04	\$ 3,333.33	\$ 80,304	\$ 70,304	12.45%
<b>TOTAL REVENUES</b>	\$ 355,101.76	\$ 524,248.58	\$ 169,146.82	\$ 239,797.81	\$ 7,008,854.00	\$ 6,484,605.42	7.48%
		\$ -					
<b>EXPENSES</b>							
Council	\$ 24,059.87	\$ 23,561.75	\$ (498.12)	\$ 3,025.50	\$ 70,925	\$ 47,363	33.22%
Administration	\$ 149,659.38	\$ 154,354.85	\$ 4,695.47	\$ 55,693.35	\$ 508,668	\$ 354,313	30.34%
Tech Network	\$ 45,221.07	\$ 29,823.70	\$ (15,397.37)	\$ 7,485.02	\$ 207,421	\$ 177,597	14.38%
Elections	\$ 4,862.54	\$ 1,206.99	\$ (3,655.55)	\$ -	\$ 1,365	\$ 158	88.42%
Assessor	\$ -	\$ 630.00	\$ 630.00	\$ -	\$ 48,000	\$ 47,370	1.31%
Attorney	\$ 18,552.87	\$ 21,288.55	\$ 2,735.68	\$ 11,079.31	\$ 80,000	\$ 58,711	26.61%
Engineer	\$ 113.00	\$ 2,840.00	\$ 2,727.00	\$ 1,775.00	\$ 15,000	\$ 12,160	18.93%
Planning	\$ 77,043.24	\$ 112,934.46	\$ 35,891.22	\$ 40,910.87	\$ 498,457	\$ 385,523	22.66%
Government Building	\$ 82,759.89	\$ 28,285.11	\$ (54,474.78)	\$ 7,766.16	\$ 82,091	\$ 53,806	34.46%
Police	\$ 633,238.12	\$ 732,825.33	\$ 99,587.21	\$ 305,610.96	\$ 2,363,118	\$ 1,630,293	31.01%
Fire	\$ 62,271.88	\$ 79,729.00	\$ 17,457.12	\$ 15,246.23	\$ 308,622	\$ 228,893	25.83%
Building Inspector	\$ 85,828.77	\$ 109,974.89	\$ 24,146.12	\$ 51,732.10	\$ 397,744	\$ 287,769	27.65%
Emergency Management	\$ 1,855.60	\$ 2,265.78	\$ 410.18	\$ -	\$ 3,341	\$ 1,075	67.82%
Animal Control	\$ 3,900.00	\$ 3,900.00	\$ -	\$ -	\$ 15,700	\$ 11,800	24.84%
Public Works	\$ 33,262.14	\$ 34,190.96	\$ 928.82	\$ 16,271.66	\$ 125,507	\$ 91,316	27.24%
Streets	\$ 264,138.32	\$ 242,078.31	\$ (22,060.01)	\$ 100,731.70	\$ 1,164,673	\$ 922,595	20.79%
Street Lights	\$ 19,004.43	\$ 18,629.56	\$ (374.87)	\$ 5,464.42	\$ 78,366	\$ 59,736	23.77%
Outdoor Swimming Pool	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Aquatic Center	\$ 13,186.14	\$ 13,197.14	\$ 11.00	\$ -	\$ 140,329	\$ 127,132	9.40%
Municipal Band	\$ -	\$ -	\$ -	\$ -	\$ 4,575	\$ 4,575	0.00%
Parks	\$ 310,946.21	\$ 138,899.07	\$ (172,047.14)	\$ 56,274.41	\$ 693,980	\$ 555,081	20.01%
Park Board	\$ 11,633.93	\$ 26,655.94	\$ 15,022.01	\$ -	\$ 78,126	\$ 51,470	34.12%
Library	\$ 11,227.77	\$ 10,528.38	\$ (699.39)	\$ 2,619.83	\$ 36,027	\$ 25,499	29.22%
Unallocated	\$ 16,126.28	\$ 15,516.28	\$ (610.00)	\$ 2,326.99	\$ 86,819	\$ 71,303	17.87%
<b>TOTAL EXPENSES</b>	\$ 1,868,891.45	\$ 1,803,316.05	\$ (65,575.40)	\$ 684,013.51	\$ 7,008,854.00	\$ 5,205,537.95	25.73%
<b>EXCESS REVENUES OVER EXPENSES</b>	<u>\$ (1,513,789.69)</u>	<u>\$ (1,279,067.47)</u>	<u>\$ 234,722.22</u>	<u>\$ (444,215.70)</u>	<u>\$ -</u>	<u>\$ 1,279,067.47</u>	

**Unaudited** Income Statement  
Through March 31, 2025  
Percent of year complete: 25%

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	Prior Year 2024 Thru 3/31/2024	Actual Thru 3/31/2025	2024/2025 Variance YTD	Current Month 3/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
<b>Ambulance</b>							
TOTAL REVENUES	\$ 7,693.66	\$ 7,656.00	\$ (37.66)	\$ 5,118.84	\$ 20,000	\$ 12,344	38.28%
TOTAL EXPENSES	\$ 7,843.02	\$ 6,363.74	\$ (1,479.28)	\$ 1,434.03	\$ 16,658	\$ 10,294	38.20%
EXCESS REVENUES OVER EXPENSES	<u>\$ (149.36)</u>	<u>\$ 1,292.26</u>	<u>\$ 1,441.62</u>	<u>\$ 3,684.81</u>	<u>\$ 3,342.00</u>	<u>\$ 2,049.74</u>	
<b>EDA</b>							
TOTAL REVENUES	\$ 2,348.81	\$ 2,630.17	\$ 281.36	\$ 793.33	\$ 75,250.00	\$ 72,620	3.50%
TOTAL EXPENSES	\$ 14,611.54	\$ 16,517.22	\$ 1,905.68	\$ 6,839.15	\$ 75,250.00	\$ 58,733	21.95%
EXCESS REVENUES OVER EXPENSES	<u>\$ (12,262.73)</u>	<u>\$ (13,887.05)</u>	<u>\$ (1,624.32)</u>	<u>\$ (6,045.82)</u>	<u>\$ -</u>	<u>\$ 13,887.05</u>	
<b>EDA-INDUSTRIAL</b>							
TOTAL REVENUES	\$ 1,036.90	\$ 1,147.32	\$ 110.42	\$ 336.60	\$ -	\$ (1,147)	0.00%
TOTAL EXPENSES	\$ 1,657.77	\$ -	\$ (1,657.77)	\$ (1,657.77)	\$ 1,773	\$ 1,773	0.00%
EXCESS REVENUES OVER EXPENSES	<u>\$ (620.87)</u>	<u>\$ 1,147.32</u>	<u>\$ 1,768.19</u>	<u>\$ 1,994.37</u>	<u>\$ (1,773.00)</u>	<u>\$ (2,920.32)</u>	
<b>WATER FUND</b>							
TOTAL REVENUES	\$ 400,397.98	\$ 511,145.33	\$ 110,747.35	\$ 161,371.20	\$ 2,056,961.00	\$ 1,545,815.67	24.85%
TOTAL EXPENSES	\$ 462,839.56	\$ 503,374.27	\$ 40,600.83	\$ 132,982.53	\$ 1,715,099.00	\$ 1,211,724.73	29.35%
EXCESS REVENUES OVER EXPENSES	<u>\$ (62,441.58)</u>	<u>\$ 7,771.06</u>	<u>\$ 70,146.52</u>	<u>\$ 28,388.67</u>	<u>\$ 341,862.00</u>	<u>\$ 334,090.94</u>	
<b>ELECTRIC FUND</b>							
TOTAL REVENUES	\$ 2,606,341.98	\$ 2,680,435.74	\$ 74,093.76	\$ 911,604.65	\$ 10,405,068.00	\$ 7,724,632.26	25.76%
TOTAL EXPENSES	\$ 2,345,899.41	\$ 2,472,815.46	\$ 126,916.05	\$ 813,727.44	\$ 10,024,284.00	\$ 7,551,468.54	24.67%
EXCESS REVENUES OVER EXPENSES	<u>\$ 260,442.57</u>	<u>\$ 207,620.28</u>	<u>\$ (52,822.29)</u>	<u>\$ 97,877.21</u>	<u>\$ 380,784.00</u>	<u>\$ 173,163.72</u>	

**Unaudited** Income Statement  
Through March 31, 2025  
Percent of year complete: 25%

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	Prior Year 2024 Thru 3/31/2024	Actual Thru 3/31/2025	2024/2025 Variance YTD	Current Month 3/31/2025	2025 Adopted Budget	2025 Budget Balance	% Actual compared to Budget
<b>SANITARY SEWER</b>							
TOTAL REVENUES	\$ 1,000,470.12	\$ 1,328,580.64	\$ 328,110.52	\$ 340,565.02	\$ 3,807,276.00	\$ 2,478,695.36	34.90%
TOTAL EXPENSES	\$ 1,314,769.06	\$ 1,322,848.23	\$ 8,079.17	\$ 316,956.50	\$ 4,309,102.00	\$ 2,986,253.77	30.70%
EXCESS REVENUES OVER EXPENSES	<u>\$ (314,298.94)</u>	<u>\$ 5,732.41</u>	<u>\$ 320,031.35</u>	<u>\$ 23,608.52</u>	<u>\$ (501,826.00)</u>	<u>\$ (507,558.41)</u>	
<b>GOLF</b>							
TOTAL REVENUES	\$ 257,557.94	\$ 285,349.06	\$ 27,791.12	\$ 123,342.44	\$ 1,454,102.00	\$ 1,168,752.94	19.62%
TOTAL EXPENSES	\$ 231,183.07	\$ 285,580.89	\$ 54,397.82	\$ 131,109.63	\$ 1,829,472.56	\$ 1,543,891.67	15.61%
EXCESS REVENUES OVER EXPENSES	<u>\$ 26,374.87</u>	<u>\$ (231.83)</u>	<u>\$ (26,606.70)</u>	<u>\$ (7,767.19)</u>	<u>\$ (375,370.56)</u>	<u>\$ (375,138.73)</u>	
<b>STORM SEWER</b>							
TOTAL REVENUES	\$ 108,728.21	\$ 118,238.44	\$ 9,510.23	\$ 40,173.88	\$ 429,680.00	\$ 311,441.56	27.52%
TOTAL EXPENSES	\$ 126,172.76	\$ 138,389.79	\$ 12,217.03	\$ 37,241.29	\$ 480,833.00	\$ 342,443.21	28.78%
EXCESS REVENUES OVER EXPENSES	<u>\$ (17,444.55)</u>	<u>\$ (20,151.35)</u>	<u>\$ (2,706.80)</u>	<u>\$ 2,932.59</u>	<u>\$ (51,153.00)</u>	<u>\$ (31,001.65)</u>	

CITY OF NEW PRAGUE  
BALANCE SHEET  
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GENERAL FUND

ASSETS

101-10101	CLAIM ON CASH	( 574,039.33)	
101-10120	MONEY MARKET-FIRST BK & TRUST	390,703.82	
101-10121	MONEY MARKET-WELLS FARGO	25,004.72	
101-10123	WELLS FARGO MARKET VALUE	30,141.71	
101-10124	WELLS FARGO MONEY FUNDS	3,309.22	
101-10125	MONEY MARKET-4M	4,870,906.41	
101-10129	MONEY MARKET.STATE BANK - FUTU	133,752.00	
101-10201	PETTY CASH POLICE DEPT	100.00	
101-10406	WELLS SELECT INVESTMENT	108,000.00	
101-10450	INT. RECEIVABLE - INVESTMENTS	278,712.04	
101-10700	TAXES RECEIVABLE-DELINQUENT	24,363.51	
101-11500	ACCOUNTS RECEIVABLE	12,940.09	
101-11501	ACCOUNTS RECEIVABLE - FLEX	9,733.89	
101-11521	BUSINESS LICENSE AR	( 2,700.00)	
101-11531	BANK CLEARING ACCT	16,324.52	
101-11535	CLEARING ACCOUNT - RURAL FIRE	1,007.69	
101-11536	CLEARING ACCOUNT-GENERAL	1,106.31	
101-12100	SPECIAL ASSESS. REC.-CURRENT	1,383.77	
101-12200	SPECIAL ASSESS. REC.-DELINQUEN	3,165.34	
101-13109	DUE FROM RETIREE/COBRA	( 144.87)	
101-13200	DUE FROM OTHER GOVERNMENTS	58,500.00	
101-15501	PREPAID OTHER	3,208.10	
TOTAL ASSETS			5,395,478.94

LIABILITIES AND EQUITY

LIABILITIES

101-20210	ACCOUNTS PAYABLE	286,875.04	
101-20800	DUE TO OTHER GOVERNMENTS	2,739.15	
101-21600	ACCRUED WAGES	139,372.81	
101-21706	INSURANCE PAYABLE	16,802.24	
101-21714	ACCRUED POLICE DUES	55.00	
101-21716	HSA EMPLOYEE AMOUNTS	3,142.52	
101-21800	ESCROW - BLDG PERMITS	73,368.00	
101-22000	DEPOSITS	15,000.00	
101-22022	HOLDING FUNDS-DEVELOPERS/OTHER	2,673.00	
101-22202	DEFERRED REVENUE - ASSMNTS	4,549.11	
101-22206	DEFERRED REVENUE - AR	60.00	
101-22207	DEFERRED REVENUE - BP	29,232.65	
101-22210	DEFERRED REVENUE - TAXES	24,363.51	
TOTAL LIABILITIES			598,233.03

FUND EQUITY

101-25311	COMMITTED: ATHLETIC FIELD	143,987.00	
101-25312	ASSIGNED: RENOV/REPL PUB FAC	1,153,279.00	
101-25313	ASSIGNED: ACQ OF EQUIP & VEHIC	413,120.00	
101-25314	COMMITTED: PUB FAC INFRAS	500,000.00	
101-25315	DESIGNATED WORKING CAPITA	100,000.00	
101-25999	COMMITTED: EMERG/DIASTER	100,000.00	



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GENERAL FUND

UNAPPROPRIATED FUND BALANCE:			
101-25300	UNDESIGNATED: FUND BALANCE	3,665,927.38	
	REVENUE OVER EXPENDITURES - YTD	( 1,279,067.47)	
	BALANCE - CURRENT DATE	2,386,859.91	
	TOTAL FUND EQUITY		4,797,245.91
	TOTAL LIABILITIES AND EQUITY		5,395,478.94

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ASSETS

602-10101	CLAIM ON CASH	124,896.06	
602-10106	DESIGNATED FOR MEMB REPLACEMEN	1,050,000.00	
602-10120	MONEY MARKET-FIRST BK & TRUST	578,005.86	
602-10121	MONEY MARKET-WELLS FARGO	44,609.15	
602-10125	MONEY MARKET-4M	6,175,324.47	
602-10126	MONEY MARKET-4M 2024 BOND	827,959.39	
602-11500	ACCOUNTS RECEIVABLE	27,521.25	
602-11710	CUSTOMER ACCOUNTS RECEIVABLE	274,216.64	
602-12300	SPECIAL ASSESS. REC.-DEFERRED	398,213.59	
602-15696	DEFERRED OUTFLOW - OPEB	2,723.00	
602-15699	GERF DEFERRED OUTFLOWS	51,169.00	
602-16100	LAND	56,980.00	
602-16200	BUILDINGS	27,964,821.77	
602-16210	ACCUM. DEPRECIATION-BUILDINGS	( 12,561,291.84)	
602-16300	INFRASTRUCTURE	8,571,631.52	
602-16310	ACCUMULATED DEPRECIATION - INF	( 3,068,763.51)	
602-16400	EQUIPMENT	13,895,963.26	
602-16410	ACCUMULATED DEPRECIATION - EQU	( 9,023,136.42)	
602-16420	OFFICE EQUIPMENT	40,455.10	
602-16500	CONSTRUCTION-IN-PROGRESS	57,229.86	
602-16507	CIP 2025	39,102.00	
TOTAL ASSETS			35,527,630.15

LIABILITIES AND EQUITY

LIABILITIES

602-20210	ACCOUNTS PAYABLE	56,652.24	
602-21500	ACCRUED INTEREST	332,725.23	
602-21650	ACCRUED WAGES-VAC & COMP	63,331.03	
602-21717	OPEB LIABILITY	21,328.00	
602-22000	DEPOSITS	48,189.39	
602-22296	OPEB DEFERRED INFLOW	5,796.00	
602-22299	GERF DEFERRED INFLOWS	147,060.00	
602-22500	BOND PAYABLE - CUR PORT	1,251,999.45	
602-23100	BONDS PAYABLE	2,903,876.24	
602-23101	PFA BOND PAYABLE	20,950,000.00	
602-23400	BOND PREMIUM	286,634.27	
602-23999	GERF PENSION LIABILITY	199,362.00	
TOTAL LIABILITIES			26,266,953.85

FUND EQUITY

602-25999	PRIOR PERIOD ADJUSTMENT	( 651,969.00)	
602-27200	FUND BALANCE-UNDESIGNATED	5,565,947.85	
UNAPPROPRIATED FUND BALANCE:			
602-25300	FUND BALANCE-UNDESIGNATED	4,340,965.04	
	REVENUE OVER EXPENDITURES - YTD	5,732.41	
BALANCE - CURRENT DATE			4,346,697.45
TOTAL FUND EQUITY			9,260,676.30

CITY OF NEW PRAGUE  
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WWTP

TOTAL LIABILITIES AND EQUITY

35,527,630.15

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GOLF COURSE

ASSETS

603-10101	CLAIM ON CASH	(	144,224.87)	
603-10125	MONEY MARKET-4M		164,977.81	
603-10126	MONEY MARKET-4M 2024 BOND		193,089.30	
603-10200	PETTY CASH		2,000.00	
603-11500	ACCOUNTS RECEIVABLE - GOLF A/R		3,724.79	
603-14100	MATERIAL INVENTORY		97,308.92	
603-15696	DEFERRED OUTFLOW - OPEB		1,072.00	
603-15699	GERF DEFERRED OUTFLOWS		32,718.00	
603-16150	OTHER IMPROVEMENTS (LAND)		910,289.85	
603-16160	ACCUMULATED DEPR - OTHER IMPRO	(	905,424.10)	
603-16200	BUILDINGS		1,094,511.44	
603-16210	ACCUM. DEPRECIATION-BUILDINGS	(	681,352.58)	
603-16400	EQUIPMENT		1,816,382.02	
603-16410	ACCUMULATED DEPRECIATION - EQU	(	1,172,432.07)	
	TOTAL ASSETS			1,412,640.51

LIABILITIES AND EQUITY

LIABILITIES

603-20210	ACCOUNTS PAYABLE		57,760.76	
603-21500	ACCRUED INTEREST		7,054.53	
603-21650	ACCRUED WAGES-VAC & COMP		15,223.17	
603-21717	OPEB LIABILITY		8,398.00	
603-22000	DEPOSITS		51,851.43	
603-22001	DESIGNATED - JR GOLF FUND		20,263.52	
603-22004	DESIGNATED- GOLF MAINT. FUND		648.12	
603-22206	DEFERRED REVENUE-DAILY CART FE		960.00	
603-22207	DEFERRED REVENUE-PRIVATE CART		850.00	
603-22211	DEFERRED REVENUE-GIFT CERTIFIC		15,968.44	
603-22213	DEFERRED REVENUE-MEMBER CREDIT		21,543.33	
603-22296	OPEB DEFERRED INFLOW		2,282.00	
603-22299	DEFERRED (GERF) INFLOW		101,179.00	
603-23107	BOND PAYABLE-2016 EQUIPMENT		9,000.00	
603-23110	BOND PAYABLE-2022 EQUIPMENT		130,000.00	
603-23111	BOND PAYABLE-2024 EQUIPMENT		175,000.00	
603-23400	BOND PREMIUM		25,984.05	
603-23999	GERF PENSION LIABILITY		119,227.00	
	TOTAL LIABILITIES			763,193.35

FUND EQUITY

603-25999	PRIOR PERIOD ADJUSTMENT	(	117,578.00)	
	UNAPPROPRIATED FUND BALANCE:			
603-25300	FUND BALANCE-UNDESIGNATED		757,256.99	
	REVENUE OVER EXPENDITURES - YTD		9,768.17	
	BALANCE - CURRENT DATE		767,025.16	
	TOTAL FUND EQUITY			649,447.16

CITY OF NEW PRAGUE  
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GOLF COURSE

TOTAL LIABILITIES AND EQUITY

1,412,640.51

CITY OF NEW PRAGUE  
BALANCE SHEET  
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WATER

ASSETS

604-10101	CLAIM ON CASH	928,453.32	
604-10125	MONEY MARKET-4M	419,074.63	
604-10126	MONEY MARKET-4M 2024 BOND	917,197.04	
604-10406	F.I.S.T. INVESTMENTS	902,829.11	
604-10407	INVEST ALLOW-UNREALIZED LOS	( 41,666.69)	
604-11500	ACCOUNTS RECEIVABLE	1,060.77	
604-11502	ACCOUNTS RECEIVABLE - NSF	660.06	
604-11525	ACCRUED REVENUE	95,525.34	
604-11600	ALLOWANCE DOUBTFUL ACC'T	( 4,000.00)	
604-11710	CUSTOMER ACCOUNTS RECEIVABL	131,723.08	
604-12100	SPECIAL ASSESS. REC.-CURRENT	111.05	
604-12300	SPECIAL ASSESS. REC.-DEFFERED	673,456.40	
604-14100	MATERIAL INVENTORY	79,633.09	
604-15696	DEFERRED OUTFLOW - OPEB	2,308.00	
604-15699	GERF DEFERRED OUTFLOWS	33,130.00	
604-16100	LAND	79,519.50	
604-16200	BUILDINGS	2,454,932.92	
604-16201	WELLS, PUMPS & PUMP HOUSE	2,197,186.11	
604-16202	WATER TREATMENT	68,116.88	
604-16203	WATER TREATMENT EQUIPMENT	1,253,269.45	
604-16211	ACCUM DEPR-PRODUCTION PLANT	( 4,440,724.53)	
604-16301	ELEVATED TOWER	1,988,569.68	
604-16303	RESERVOIR	732,530.15	
604-16304	DISTRIBUTION TO SYSTEM	8,099,391.30	
604-16305	PRU VALVES	902.95	
604-16306	MAIN STREET TREATMENT UPGRADE	215,848.13	
604-16308	WATER METERS	1,127,316.01	
604-16311	ACCUM DEPR.-TRANS-DISTRIBUTI	( 4,759,528.16)	
604-16312	ACCUM. DEPR-GENERAL PLANT	( 289,666.05)	
604-16314	SCADA	351,945.74	
604-16401	BLDG IMPROVEMENT OFFICE	5,533.95	
604-16402	DEFERRED MAINTENANCE CHARGE	24,794.02	
604-16403	OFFICE FUNITURE & FIXTURES	29,980.37	
604-16404	TRANSPORTATION/EQUIPMENT	264,699.45	
604-16405	MISCELLANEOUS EQUIPMENT	39,308.45	
604-16406	SHOP EQUIPMENT	1,417.62	
604-16512	CIP 2025	51,782.00	
TOTAL ASSETS			13,636,621.14

LIABILITIES AND EQUITY

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

WATER

LIABILITIES

604-20210	ACCOUNTS PAYABLE	32,502.82	
604-21503	ACCRUED INTEREST	56,455.63	
604-21650	ACCRUED WAGES-VAC & COMP	71,103.53	
604-21712	DUE WATER TESTING PROGRAM	( .43)	
604-21717	OPEB LIABILITY	18,078.00	
604-22000	DEPOSITS	25,429.16	
604-22296	OPEB DEFERRED INFLOW	4,913.00	
604-22299	DEFERRED (GERF) INFLOW	112,639.00	
604-22500	BOND PAYABLE - CUR PORT	39,999.97	
604-23400	BOND PREMIUM	387,300.91	
604-23511	2011 CIP	30,080.00	
604-23516	2013B-REFUNDING 2005-2007	40,000.00	
604-23517	CIP 2014	50,000.00	
604-23518	2020A - REFUNDING	215,746.51	
604-23519	CIP 2020-2021	1,275,000.00	
604-23520	2021 UTILITY BUILDING	390,000.00	
604-23521	CIP 2022	250,000.00	
604-23522	CIP 2023	440,000.00	
604-23523	CIP 2024	820,000.00	
604-23999	GERF PENSION LIABILITY	168,984.00	
TOTAL LIABILITIES			4,428,232.10

FUND EQUITY

604-25999	PRIOR PERIOD ADJUSTMENT	( 274,691.48)	
604-26730	RESERVED FOR INVESTMENT AL	( .40)	
604-27200	FUND BALANCE-UNDESIGNATED	8,187,620.93	
604-28000	INVESTED IN UTILITY PLANT	1,287,688.93	
UNAPPROPRIATED FUND BALANCE:			
REVENUE OVER EXPENDITURES - YTD		7,771.06	
BALANCE - CURRENT DATE		7,771.06	
TOTAL FUND EQUITY			9,208,389.04
TOTAL LIABILITIES AND EQUITY			13,636,621.14

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

ELECTRIC

ASSETS

605-10101	CLAIM ON CASH	3,410,553.52
605-10125	MONEY MARKET-4M	1,540,742.35
605-10200	PETTY CASH	300.00
605-10405	MONEY MARKET-FIRST BK & TRUST	151,772.67
605-10406	F.I.S.T. INVESTMENT	2,569,590.53
605-10407	INVEST ALLOW-UNREALIZED LOS	( 118,589.82)
605-11500	ACCOUNTS RECEIVABLE	1,042.00
605-11502	ACCOUNTS RECEIVABLE - NSF	5,478.06
605-11510	ACCOUNTS RECEIVABLE - SMMPA	156,525.02
605-11525	ACCRUED REVENUE	501,596.91
605-11600	ALLOWANCE DOUBTFUL ACC'T	( 10,000.05)
605-11710	CUSTOMER ACCOUNTS RECEIVABL	725,494.69
605-12100	SPECIAL ASSESS. REC.-CURRENT	1,124.28
605-14100	MATERIAL INVENTORY	1,204,608.79
605-15501	PREPAID OTHER	1,740.19
605-15696	DEFERRED OUTFLOW - OPEB	4,870.00
605-15699	GERF DEFERRED OUTFLOWS	100,865.00
605-16100	LAND	41,647.88
605-16205	STRUCTURE & IMPROV. BLDGS	3,792,791.38
605-16206	GENERATORS	5,527,533.57
605-16211	ACCUM DEPR-PRODUCTION PLANT	( 6,839,084.25)
605-16301	TRANSMISSION STATION EQUIPMENT	601,832.72
605-16302	TRANSMISSION POLES & CONDUCTOR	87,734.24
605-16303	DISTRIBUTION STATION EQUIPMENT	832,233.96
605-16304	POLES-TOWERS-FIXTURES	204,140.34
605-16305	OVERHEAD CONDUCTORS-DEVICES	678,998.06
605-16306	UNDERGROUND CONDUCTORS-DEVICE	6,130,180.47
605-16307	LINE TRANSFORMERS	2,104,995.37
605-16308	SERVICES	432,135.18
605-16309	ELECTRIC METERS	1,074,740.16
605-16310	FIBER OPTIC	98,856.02
605-16311	ACCUM DEPR.-TRANS-DISTRIBUTI	( 8,219,605.34)
605-16312	ACCUM DEPR - GEN PLANT	( 1,697,415.81)
605-16313	LOAD MANAGEMENT	104,472.67
605-16314	SCADA	123,864.82
605-16315	STREET LIGHTS	1,719,957.76
605-16316	STRUCTURE & IMPROVEMENTS E	224,058.67
605-16403	TOOLS & WORK EQUIPMENT	237,583.03
605-16404	TRANSPORTATION/EQUIPMENT	1,975,055.19
605-16405	MISCELLANEOUS EQUIPMENT	97,109.01
605-16406	SHOP EQUIPMENT	56,994.23
605-16420	OFFICE EQUIPMENT	89,730.18
605-16510	JOB #2 (URD) GIS MAPPING	18,840.28
605-16512	JOB #2 (SERV) GIS MAPPING	799.20
605-16514	JOB #2 (S.L.) GIS MAPPING	586.08
605-16517	JOB #3 (OH) NE STREET RECONS	4,252.03
605-16518	JOB #3 (URD) NE STREET RECONS	9,722.15
605-16519	JOB #3 (TRANS) NE STREET RECON	866.56
605-16522	JOB #3 (S.L.) NE STREET RECONS	2,245.36
605-16525	JOB #4 (OH) FEEDER #1	696.08
605-16526	JOB #4 (URD) FEEDER #1	280,015.56
605-16527	JOB #4 (TRANS) FEEDER #1	37,700.33
605-16528	JOB #4 (SERV) FEEDER #1	113,560.28
605-16529	JOB #4 (METER) FEEDER #1	531.66
605-16530	JOB #4 (S.L.) FEEDER #1	53,756.95
605-16531	JOB #4 (FIBER) FEEDER #1	571.96
605-16542	JOB #6 (URD) FEEDER #4 & #6	370.64
605-16550	JOB #7 (URD) FEEDER #8	3,759.33



CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

ELECTRIC

605-16568	JOB #9 (SERV) FUTURE GENERATIO	87,400.34	
605-16574	JOB #10 (URD) CHART	160.64	
605-16584	JOB #11 (SERV) SCOTT EQUIP	108.00	
	TOTAL ASSETS		20,344,197.08
	<u>LIABILITIES AND EQUITY</u>		
	<u>LIABILITIES</u>		
605-20200	ACCOUNTS PAYABLE-SMMPA	452,860.23	
605-20204	AP OTHER	71,321.27	
605-20210	ACCOUNTS PAYABLE	166,387.08	
605-21650	ACCRUED WAGES-VAC & COMP	155,477.59	
605-21717	OPEB LIABILITY	38,143.00	
605-22000	DEPOSITS	101,285.78	
605-22001	ENERGY ASSISTANCE CONTRACTS	1,026.04	
605-22022	HOLDING FUNDS-DEPOSITS	950.00	
605-22296	OPEB DEFERRED INFLOW	10,366.00	
605-22299	DEFERRED (GERF) INFLOW	342,924.00	
605-23999	GERF PENSION LIABILITY	514,464.00	
	TOTAL LIABILITIES		1,855,204.99
	<u>FUND EQUITY</u>		
605-25999	PRIOR PERIOD ADJUSTMENT	( 890,763.35)	
605-26300	CONTRIBUTED CAPITAL	( .19)	
605-26720	RESERVED FOR BONDS	321,700.00	
605-27200	FUND BALANCE-UNDESIGNATED	14,426,601.09	
605-28000	INVESTED IN UTILITY PLANT	4,423,834.26	
	UNAPPROPRIATED FUND BALANCE:		
	REVENUE OVER EXPENDITURES - YTD	207,620.28	
	BALANCE - CURRENT DATE	207,620.28	
	TOTAL FUND EQUITY		18,488,992.09
	TOTAL LIABILITIES AND EQUITY		20,344,197.08

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

STORM WATER UTILITY

ASSETS

606-10101	CLAIM ON CASH	(	5,173.38)	
606-10120	MONEY MARKET-FIRST BK & TRUST		63,447.94	
606-10125	MONEY MARKET-4M		651,310.37	
606-10126	MONEY MARKET-4M 2024 BOND		491,932.34	
606-11710	CUSTOMER ACCOUNTS RECEIVABLE		33,509.80	
606-15696	DEFERRED OUTFLOW - OPEB		398.00	
606-15699	GERF DEFERRED OUTFLOWS		7,488.00	
606-16300	INFRASTRUCTURE		8,777,601.44	
606-16310	ACCUMULATED DEPRECIATION - INF	(	4,344,127.91)	
606-16400	EQUIPMENT		29,295.57	
606-16410	ACC. DEP. - EQUIPMENT	(	24,694.77)	
606-16423	CIP 2025		23,875.00	
TOTAL ASSETS				5,704,862.40

LIABILITIES AND EQUITY

LIABILITIES

606-20210	ACCOUNTS PAYABLE		708.41	
606-21500	ACCRUED INTEREST		30,270.66	
606-21717	OPEB LIABILITY		3,114.00	
606-22296	OPEB DEFERRED INFLOW		846.00	
606-22299	GERF DEFERRED INFLOWS		21,520.00	
606-23100	BONDS PAYABLE		1,613,014.44	
606-23400	BOND PREMIUM		165,178.63	
606-23999	GERF PENSION LIABILITY		29,175.00	
TOTAL LIABILITIES				1,863,827.14

FUND EQUITY

606-25999	PRIOR PERIOD ADJUSTMENT	(	36,253.00)	
UNAPPROPRIATED FUND BALANCE:				
606-25300	FUND BALANCE-UNDESIGNATED		3,897,439.61	
	REVENUE OVER EXPENDITURES - YTD	(	20,151.35)	
BALANCE - CURRENT DATE			3,877,288.26	
TOTAL FUND EQUITY				3,841,035.26
TOTAL LIABILITIES AND EQUITY				5,704,862.40

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

AMBULANCE

ASSETS

651-10101	CLAIM ON CASH	64,058.81	
651-10120	MONEY MARKET-FIRST BK & TRUST	12,972.35	
651-10121	MONEY MARKET-WELLS FARGO	416.28	
651-10125	MONEY MARKET-4M	118,210.14	
651-10127	MONEY MARKET.STATE BANK - 1206	5,649.21	
	TOTAL ASSETS		201,306.79

LIABILITIES AND EQUITY

LIABILITIES

651-20210	ACCOUNTS PAYABLE	524.78	
	TOTAL LIABILITIES		524.78

FUND EQUITY

651-27200	FUND BALANCE-UNDESIGNATED	162,640.15	
	UNAPPROPRIATED FUND BALANCE:		
651-25300	FUND BALANCE-UNDESIGNATED	36,849.60	
	REVENUE OVER EXPENDITURES - YTD	1,292.26	
	BALANCE - CURRENT DATE	38,141.86	
	TOTAL FUND EQUITY		200,782.01
	TOTAL LIABILITIES AND EQUITY		201,306.79

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

EDA

ASSETS

680-10101	CLAIM ON CASH	178,771.52	
680-10120	MONEY MARKET-FIRST BK & TRUST	25,744.62	
680-10125	MONEY MARKET-4M	257,998.61	
	TOTAL ASSETS		462,514.75

LIABILITIES AND EQUITY

LIABILITIES

680-20210	ACCOUNTS PAYABLE	840.10	
	TOTAL LIABILITIES		840.10

FUND EQUITY

680-27200	FUND BALANCE-UNDESIGNATED	602,744.97	
	UNAPPROPRIATED FUND BALANCE:		
680-25300	FUND BALANCE-UNDESIGNATED	( 127,183.27)	
	REVENUE OVER EXPENDITURES - YTD	( 13,887.05)	
	BALANCE - CURRENT DATE	( 141,070.32)	
	TOTAL FUND EQUITY		461,674.65
	TOTAL LIABILITIES AND EQUITY		462,514.75

CITY OF NEW PRAGUE  
BALANCE SHEET  
MARCH 31, 2025

Section 3, Item c.

EDA-INDUSTRIAL PARK

ASSETS			
681-10101	CLAIM ON CASH	72,544.75	
681-10120	MONEY MARKET-FIRST BK & TRUST	12,873.30	
681-10125	MONEY MARKET-4M	113,849.60	
681-16100	LAND	453,940.38	
TOTAL ASSETS			653,208.03
LIABILITIES AND EQUITY			
FUND EQUITY			
UNAPPROPRIATED FUND BALANCE:			
681-25300	FUND BALANCE	652,060.71	
	REVENUE OVER EXPENDITURES - YTD	1,147.32	
BALANCE - CURRENT DATE		653,208.03	
TOTAL FUND EQUITY			653,208.03
TOTAL LIABILITIES AND EQUITY			653,208.03



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

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**MEMORANDUM**

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**CC:** JOSHUA TETZLAFF, CITY ADMINISTRATOR  
**FROM:** ROBIN PIKAL, FINANCE DIRECTOR  
**SUBJECT:** POST-ISSUANCE COMPLIANCE POLICY  
**DATE:** MAY 13<sup>TH</sup>, 2025

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Staff have worked with Ehlers on a Post-Issuance Compliance Policy and have included it for your consideration. Having a policy in place provides underwriters and current security holders with assurance that The City is prepared to comply with post-issuance obligations. In addition, IRS Form 8038-G, which is the information return that must be filed upon each issuance of tax-exempt obligations, asks issuers to check a box if they have written procedures to monitor compliance with the arbitrage and private activity rules. Although there is no statutory requiring written procedures, disclosing the absence of such procedures may prompt an IRS examination.

**Recommendation**

Staff recommends approval of the Post-Issuance Compliance Policy.

**CITY OF NEW PRAGUE  
CITY POLICY  
POST-ISSUANCE DEBT COMPLIANCE**

Section 3, Item d.

Date: May 13, 2025

Subject: Post-Issuance Debt Compliance

**Background**

The City Council (the “Council”) of the City of New Prague, Minnesota (the “City”) has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

**IRS Background**

The Internal Revenue Service (“IRS”) is responsible for enforcing compliance with the Internal Revenue Code (the “Code”) and regulations promulgated thereunder (“Treasury Regulations”) governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various “Tax Credit” Bonds). The IRS encourages issuers and beneficiaries of such obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

**SEC Background**

The Securities and Exchange Commission (“SEC”) is responsible for enforcing compliance with its Rule 15c2-12 (the “Rule”) of the securities act. Issuers and borrowers of municipal securities (referred to as “obligated persons”) generally have a requirement to meet specific continuing disclosure standards set forth in continuing disclosure agreements (“CDA”). Unless the issuer, obligated person, or a specific obligation is exempt from compliance with CDAs, these agreements are entered into at the time of issuance to enable underwriter(s) to comply with the Rule. The Rule sets forth certain obligations of (i) underwriters to receive, review and disseminate official statements of most primary offerings of municipal securities, (ii) underwriters to obtain CDAs from issuers and other obligated persons to provide material event disclosures and annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosures in order to make recommendations of municipal securities transactions in the secondary market. The SEC encourages issuers and obligated persons adopt and implement a post-issuance debt compliance policy and procedures to safeguard against Rule violations.

When obligations are issued, the CDA commits the issuer or obligated person to provide certain financial and statistical information and material event notices to the public. Issuers and other obligated persons may also choose to provide periodic, voluntary financial information and filings to investors in addition to fulfilling the specific responsibilities delineated in CDAs. It is important to note that issuers and other obligated persons should not give any one investor certain information that is not readily available to all market participants by disseminating information to the marketplace, at large. Issuers and other obligated persons should be aware that any disclosure activities determined to be “communicating to the market” can be subject to regulatory scrutiny.

**Post-Issuance Debt Compliance Policy Objective**

The City desires to monitor these obligations to ensure compliance with the IRS Code, Treasury Regulations and the SEC Rule. To help ensure compliance, the City has developed the following policy (the “Post-Issuance Debt Compliance Policy”). The Post-Issuance Debt Compliance Policy shall apply to all obligations, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

**Post-Issuance Debt Compliance Policy**

The Finance Director of the City is designated as the City’s agent who is responsible for post-issuance compliance obligations.

The Finance Director shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures (the “Post-Issuance Debt Compliance Procedures”). At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:

1. General Post-Issuance Compliance
2. General Recordkeeping
3. Arbitrage Yield Restriction and Rebate Recordkeeping
4. Expenditure and Asset Documentation to be Assembled and Retained
5. Miscellaneous Documentation to be Assembled and Retained
6. Additional Undertakings and Activities that Support Sections 1 through 5 above
7. Continuing Disclosure Obligations
8. Compliance with Future Requirements

The Finance Director shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the Finance Director will ensure that the Post-Issuance Debt Compliance Policy and Procedures are updated on a regular and as needed basis.

The Finance Director or any other individuals responsible for assisting the Finance Director in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this Post-Issuance Debt Compliance Policy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the City may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the City shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this Post-Issuance Debt Compliance Policy.

### **Private Activity Bonds**

The City may issue tax-exempt obligations that are “private activity” bonds because either (1) the bonds finance a facility that is owned by the City but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called “conduit bonds”, where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the Finance Director shall take steps necessary to ensure that such obligations will remain in compliance with the requirements of this Post-Issuance Debt Compliance Policy.

In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the Finance Director may determine that all or some portion of compliance responsibilities described in this Post-Issuance Debt Compliance Policy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the City under federal law. In a case where the Finance Director is concerned about the compliance ability of a private party, the Finance Director may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

The Finance Director is additionally authorized to seek the advice, as necessary, of bond counsel, disclosure counsel, and/or its financial advisor to ensure the City is in compliance with this Post-Issuance Debt Compliance Policy.

Adopted by the New Prague City Council on May 19, 2025.



## MEMORANDUM

TO: Mayor and City Council  
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: May 14, 2025

RE: Project Updates

See below for updates on current SEH Projects for the City of New Prague.

### **2023 STREET AND UTILITY IMPROVEMENTS PROJECT**

The Contract is waiting for one document from their bond agency.

### **2024 STREET AND UTILITY IMPROVEMENTS PROJECT**

The contractor has completed most concrete repairs and started other items on the punchlist.

### **2025 STREET AND UTILITY IMPROVEMENTS PROJECT**

The contractor has approximately 2-weeks left on utility installation on Lincoln Avenue N and is constructing the street section on the south two blocks. The next phase of the project will be the west end of First Street NE and will likely start in approximately 2-3 weeks. Sidewalk construction on 12<sup>th</sup> Avenue SE is complete.

### **CITY CENTER GRADING PLAN – PHASE 1**

The contractor has started salvaging aggregate materials.

### **LEAD SERVICE LINE REPLACEMENTS**

The 2025 replacement plan is at MDH waiting for certification. The 2026 replacement plan has been submitted to the Project Priority List for grant funding.

### **CSAH 60 (1<sup>ST</sup> AVENUE SE) TURNBACK**

Discussions with Le Sueur County are ongoing regarding the potential turnback of this county road to the City. MnDOT State Aid has been contacted regarding future MSAS Needs funding.

cdk

x:\ko\newpr\common\council meetings\051925 cc project updates.docx



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

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## MEMORANDUM

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**CC:** JOSHUA M. TETZLAFF, CITY ADMINISTRATOR  
**FROM:** KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR  
TIM APPLIN, POLICE CHIEF  
**SUBJECT:** INTRODUCTION OF ORDINANCE AMENDING SECTIONS 121.02 (DEFINITIONS) AND 121.03 (LICENSE REQUIRED) OF CHAPTER 121 TITLED TETRAHYDROCANNABINOL PRODUCTS  
**DATE:** MAY 12, 2025

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The City recently received an application from an exclusive liquor store to sell low potency hemp products (THC products). As the City Council will recall, the City has had a THC ordinance since 2022 which allows establishment to sell the low potency hemp products as long as they have registered with the state and have obtained a local license. This process differs from the forthcoming process the state has for both THC (low potency hemp) and cannabis (stronger products) whereby eventually the state’s Office of Cannabis Management (OCM) will take over all licensing, including for THC products.

With the state adopting rules relating to THC products and cannabis products on April 14<sup>th</sup>, staff was unsure if we were able to utilize the City’s existing 2022 ordinance to allow the exclusive liquor store to sell THC products. In speaking with the Joe Sathe with Kennedy & Graven, the City should continue to process THC licenses until the state has their process up and running sometime this fall and at which time the City will only “register” said retailers. Mr. Sathe also suggested that the City Code be amended to specifically allow exclusive liquor stores as the City code currently says that a THC license cannot be issued to an exclusive liquor store. The reason the ordinance was written this way in 2022 is that at the time, the state did not list THC products as items a liquor store could sell, however the list was updated in 2023 to include THC and the City did not change the ordinance to reflect this.

Staff is recommending that City Code Chapter 121 be amended to delete the definition of “exclusive liquor store” and the provision that did not allow an exclusive liquor stores to obtain a THC license which would allow the license application to proceed. The first reading of the code amendment would occur at tonight’s meeting. Minnesota Statute 415.19 requires 10 days’ notice to the public before the City Council can take a final vote on this amending ordinance. This notice simply needs to be posted at City Hall and on the City’s website and would be posted on May 20th, 2025 should the first reading occur at tonight’s meeting.

### **Recommendation**

Staff recommends that the City Council introduce the attached City Code amendment for its first reading tonight. A second reading before adoption and publication of the ordinance amendment would also be required in the future.

**ORDINANCE NO. 356  
CITY OF NEW PRAGUE**

**AN ORDINANCE AMENDING SECTIONS 121.02 (DEFINITIONS) AND 121.03  
(LICENSE REQUIRED) OF CHAPTER 121 TITLED TETRAHYDROCANNABINOL  
PRODUCTS OF THE NEW PRAGUE CITY CODE**

**THE CITY COUNCIL OF THE CITY OF NEW PRAGUE, SCOTT AND LESUEUR,  
COUNTIES, MINNESOTA ORDAINS:**

**SECTION 1:** Chapter 121 of the City Code of the City of New Prague is amended by deleting the ~~stricken~~ material as follows:

§ 121.02 DEFINITIONS.

For the purposes of this chapter, the following words and phrases shall have the meaning hereinafter ascribed to them:

**APPLICANT.** A person, as defined herein, who completes or signs an application for a license to sell licensed products individually or on behalf of a business.

**BUSINESS.** The business of selling licensed products.

**COMPLIANCE CHECKS.** The system the city uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this article. Compliance checks may also be conducted by the city or other units of government for educational, research, and training purposes, or for investigating or enforcing federal, state, or local laws and regulations relating to licensed products.

~~**—EXCLUSIVE LIQUOR STORE.** An establishment that meets the definition of exclusive liquor store in M.S. § 340A.101(10).~~

**LICENSE HOLDER OR LICENSEE.** The owner of the business licensed to sell licensed products.

**LICENSED PRODUCT OR THC PRODUCT.** Any product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under M.S. § 151.72.

**MOVEABLE PLACE OF BUSINESS.** Any form of business operated out of a kiosk, truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address storefront or other permanent type of structure authorized for sales transactions.

**PERSON.** Includes one or more natural persons, a partnership, limited liability company, corporation, including a foreign, domestic, or nonprofit corporation, a trust, a political subdivision of the state or any other business organization.

**RETAIL ESTABLISHMENT.** Any place of business where licensed products are available for sale to the general public, including, but not be limited to, grocery stores, tobacco products shops, convenience stores, gasoline service stations, bars, and restaurants.

**SALE.** Any transfer of goods for money, trade, barter, or other consideration.

**SELF-SERVICE MERCHANDISING.** Open displays of licensed products in any manner where any person has access to the licensed products without the assistance or intervention of the licensee or the licensee's employee. Assistance or intervention means the actual physical exchange of the licensed product between the customer and the licensee or employee.

**VENDING MACHINE.** Any mechanical, electric, or electronic, or other type of device that dispenses licensed products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the licensed product.

§ 121.03 LICENSE REQUIRED.

(A) No person shall sell or offer to sell any licensed product without having obtained a license to do so from the city. However, businesses that have received a license to sell lower-potency hemp edibles, as defined in M.S. § 342.01, from the Minnesota Office of Cannabis Management and have registered with the city pursuant to §§ 121.20 through 121.30 of this code are not required to obtain a city license to sell lower-potency hemp edibles.

(1) No license shall be issued to a movable place of business as per § 121.06. Only fixed location businesses shall be eligible to be licensed under this chapter.

~~—(2) No license shall be issued to an exclusive liquor store as defined in M.S. § 340A.101(10).~~

**SECTION 2. EFFECTIVE DATE.** This ordinance shall take effect upon its passage and publication, in accordance with Section 3.13 of the City Charter.

Introduced to the City Council of the City of New Prague, Minnesota, this 19th day of May, 2025.

The required 10 days posted notice was completed on the City Website and City Hall Bulletin Board on May 20th, 2025.

Passed by the City Council of the City of New Prague, Minnesota, this 2nd day of June, 2025 and to be published on the 12th day of June, 2025.

Duane J. Jirik, Mayor

State of Minnesota )  
 )ss.  
County of Scott & Le Sueur )

(CORPORATE ACKNOWLEDGMENT)

*Subscribed and sworn before me, a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_, 2025.*

*Notary Public*

ATTEST: \_\_\_\_\_  
Joshua M. Tetzlaff, City Administrator

State of Minnesota )  
 )ss. (CORPORATE ACKNOWLEDGMENT)  
County of Scott & Le Sueur )

Subscribed and sworn before me, a Notary Public this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Notary Public

THIS INSTRUMENT DRAFTED BY:

Kenneth D. Ondich  
City of New Prague  
118 Central Ave. N.  
New Prague, MN 56071  
(952) 758-4401



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

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MEMORANDUM

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** JOSHUA TETZLAFF, CITY ADMINISTRATOR  
**SUBJECT:** REIMBURSEMENT RESOLUTION  
**DATE:** MAY 14, 2025

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The Reimbursement Resolution declares the official intent of the City of New Prague to reimburse certain expenditures from the proceeds of tax-exempt bonds or other obligations and establishes procedures for additional declarations of official intent.

Reimbursed costs are related to the Police Station Addition and Renovation and include design work, schematic design fees, construction costs, testing, fees, surveys, soil boring, misc. project costs, furniture & equipment/technology costs.

**Recommendation**

Staff recommends approval of the reimbursement Resolution for costs related to the Police Station Addition and Renovation.

CITY OF NEW PRAGUE

RESOLUTION #25-05-19-01

DECLARING THE OFFICIAL INTENT OF CITY OF NEW PRAGUE TO  
REIMBURSE CERTAIN EXPENDITURES FROM THE PROCEEDS OF  
TAX-EXEMPT BONDS OR OTHER OBLIGATIONS AND ESTABLISHING  
PROCEDURES FOR ADDITIONAL DECLARATIONS OF OFFICIAL INTENT

WHEREAS, the Internal Revenue Service has issued Treasury Regulations, Section 1.150-2, as the same may be amended or supplemented (the “Reimbursement Regulations”), that establish the requirements under which an allocation of a portion of the proceeds of tax-exempt bonds, as defined in Section 150 of the Internal Revenue Code of 1986, as amended (the “Code”), to an expenditure that is originally paid from a source other than such tax-exempt bonds will be treated as an expenditure of the proceeds of such tax-exempt bonds on the date of such allocation; and

WHEREAS, the Regulations require that (i) not later than sixty (60) days after payment of the original expenditure, the issuer of the tax-exempt bonds must adopt an official intent for the original expenditure (in any reasonable form, including issuer resolution or action by an appropriate representative of the issuer), (ii) the official intent generally describes the project for which the original expenditure is paid and states the maximum principal amount of obligations expected to be issued for the project, and (iii) on the date of the declaration of official intent, the issuer must have a reasonable expectation that it will reimburse the original expenditure with proceeds of the tax-exempt bonds; and

WHEREAS, the original expenditure must be a capital expenditure or a cost of issuance for the tax-exempt bonds, and the reimbursement allocation (except with respect to (i) costs of issuance; (ii) amounts not in excess of the lesser of \$100,000 or five percent of the proceeds of the tax-exempt bonds; and (iii) preliminary expenditures (as defined in Section 1.150-2(f)(2) of the Reimbursement Regulations) not in excess of twenty percent (20%) of the aggregate issue price of the tax-exempt bonds), must be made not later than eighteen (18) months after the later of (i) the date the original expenditure is paid, or (ii) the date the project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid; and

WHEREAS, the City of New Prague, a home rule city and municipal corporation of the State of Minnesota (the “City”), expects to incur certain expenditures with respect to the project described in EXHIBIT A to this Resolution (the “Project”) and such expenditures may be financed temporarily from sources other than tax-exempt bonds or other obligations; and

WHEREAS, the City expects to reimburse the expenditures with respect to the Project from the proceeds of tax-exempt bonds in the principal amount with respect to the Project as described in EXHIBIT A to this Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL (“COUNCIL”) OF THE CITY AS FOLLOWS:

1. The City reasonably intends to make expenditures for the Project. A portion of such expenditures may be temporarily financed with cash assets of the City or from other sources. The City reasonably intends to reimburse itself for such expenditures from the proceeds of tax-exempt bonds or other obligations that are proposed to be issued by the City.

2. The Administrator of the City (the “City Official”) is hereby authorized to designate appropriate additions or changes to EXHIBIT A by a written statement supplementing this Resolution in the form attached in EXHIBIT B to this Resolution (an “Additional Declaration”), dated as of the date of such action, and any such Additional Designation shall be reported to the Council at the earliest practicable date and shall be filed with the official records of the Council. Each Additional Declaration shall comply with the following requirements: (i) each Additional Declaration shall be made not later than sixty (60) days after payment of the expenditure to be reimbursed; (ii) each Additional Declaration shall contain a reasonably accurate general description of the project with respect to which the expenditures to be reimbursed were made and shall state the maximum principal amount of obligations expected to be issued for such project; (iii) such Additional Declaration may be made only if the City reasonably expects that reimbursement bonds will be issued to reimburse such expenditures; and (iv) the City Official is authorized to consult with bond counsel with respect to the requirements of the Reimbursement Regulations and their application to the specific circumstances relating to the Additional Declaration.
4. This Resolution is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations and any successor law, regulation, or ruling.
5. This Resolution shall take effect immediately.

Adopted by the City Council of the City of New Prague on this 19th day of May, 2025.

Duane J. Jirik  
Mayor

ATTEST:

Joshua M. Tetzlaff  
City Administrator



**EXHIBIT A**

**THE PROJECT**

<u>General Description of the Project</u>	<u>Maximum Principal Amount of Obligations to Finance Project</u>
The project includes costs related to a Police Station Addition and Renovation: Design work, schematic design fees, construction costs, testing, fees, surveys, soil boring, misc. project costs, furniture & equipment/technology costs.	\$10,430,000.00

EXHIBIT B

ADDITIONAL DECLARATION OF OFFICIAL INTENT

The undersigned, being the duly appointed and acting Administrator (the “City Official”) of the City of New Prague (the “City”) hereby states and certifies on behalf of the City, for the purposes of compliance with Treasury Regulations, Section 1.150-2 (the “Reimbursement Regulations”), as follows:

1. The City Official has been and is on the date hereof duly authorized by the City Council of the City to make and execute this Additional Declaration of Official Intent (the “Additional Declaration”) for and on behalf of the City.
2. This Additional Declaration relates to the following project, property, or program (the “Project”) and the costs thereof to be financed:
3. The City reasonably expects to reimburse itself for the payment of costs of the Project out of the proceeds of a bond issue or similar borrower (the “Bonds”) to be issued after the date of payment of such costs. AS of the date hereof, the City reasonably expects that the maximum principal amount of the Bonds which will be issued to finance the Project is \$10,430,000.00.
4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.
5. As of the date hereof, the statements and expectations contained in this Additional Declaration are believed to be reasonable and accurate.

Dated: \_\_\_\_\_

\_\_\_\_\_  
City Administrator  
City of New Prague



118 Central Avenue North, New Prague, MN 56071  
phone: 952-758-4401 fax: 952-758-1149

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MEMORANDUM

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** JOSHUA TETZLAFF, CITY ADMINISTRATOR  
**SUBJECT:** 2025 BOARD/COMMISSION APPOINTMENTS  
**DATE:** MAY 7, 2025

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On April 28<sup>th</sup> and May 5<sup>th</sup>, the City Council met to interview the below candidates for positions on the City’s boards and commissions. Now that the interviews have taken place, the City Council may appoint the people into the positions who it feels are the best fit for the open seats.

- EDA – One 6-year term (expiring 5/31/31)
  - Eric Krogman (renewal)
- Golf Board – Two 3-year terms (expiring 5/31/28)
  - Den Gardner (renewal)
  - Jennifer Berglund (renewal)
- Park Board – One general 4-year term (expiring 5/31/29). One youth 1-year term (expiring 5/31/26)
  - No applications
  - No youth applications
- Planning Commission – One 4-year term (expiring 5/31/29)
  - Dan Meyer (renewal)
  - Brian Paulson (new)
  - Jeremy Dohm (new)
- Utility Commission – One 4-year term (expiring 5/31/29)
  - Dan Bishop (renewal)

**Recommendation**

Staff recommends filling the open board and commission vacancies.

**Meeting Minutes  
New Prague Park Board  
Tuesday, April 8, 2025  
6:00 PM**

**1. Call Meeting to Order**

The regular meeting was called to order at City Hall at 6:03 PM by Vice Chair Matt Becka. Members present were Christine Wolf, Jessica Dohm, Shannon Sticha, and Youth Representative Jacob Bisek. Absent was Debra Tharaldson, and Joe Barten. Staff present were Ken Ondich – Planning / Community Development Director, and Kyra Chapman – Planner.

**2. Approve Previous Meeting Minutes  
February 11, 2025 Regular Meeting**

A motion was made by Dohm, seconded by Becka, to approve the February 11th, 2025, regular meeting minutes. Sticha abstained. Motion carried (3-0-1).

**March 11, 2025 Regular Meeting**

A motion was made by Wolf, seconded by Dohm, to approve the March 11<sup>th</sup>, 2025, regular meeting minutes. Dohm abstained. Motion carried (3-0-1).

**3. Review Financial Reports**

The financial report was reviewed as information only.

Maggie Bass arrived at 6:05pm.

A motion was made by Dohm, seconded by Wolf, to approve the financial reports. Motion carried (5-0).

**4. Public Invited to Be Heard on Matters Not on the Agenda**

No comments were given.

**5. Large Assembly Permit: New Prague Arts Foundation – Summer Concert Series**

Planner Chapman introduced the large assembly permit request from the New Prague Arts Foundation to host a summer concert series in Memorial Park. Last year, the Park Board approved New Prague Area Arts Council's (NPAAC) summer concert series. Recently, staff was informed that NPAAC would like to cancel all approved dates except for August 7<sup>th</sup> (Czech Out New Prague). New Prague Arts Foundation would like to host a "Music at Memorial" Summer Concert Series on that days that were canceled. The concert would take place on June 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup> and July 2<sup>nd</sup>, 9<sup>th</sup>, and 23<sup>rd</sup>. Overall, the event would largely be the same but under a different organization name.

A motion was made by Dohm, seconded by Sticha to recommend approval to the city council for the Summer Concert Series with staff's recommended conditions below:

1. The City of New Prague shall be named as additional insured for the event since it is taking place in Memorial Park and shall also be provided a copy of the Certificate of Insurance. The City shall be held harmless for any injuries or damages occurring during the event.
2. All of Memorial Park shall be reserved for the event from 1pm to 10pm on June 11<sup>th</sup>, June 18<sup>th</sup>, June 25<sup>th</sup>, July 2<sup>nd</sup>, July 9<sup>th</sup>, and July 23<sup>rd</sup>.
3. New Prague Arts Foundation shall provide notification of the event and associated activities to residential properties adjacent to Memorial Park at least one week prior to the event.
4. Electrical provisions in the park and shelter areas are limited. Events that require large amounts of electricity may require temporary service connections or a portable generator. All temporary electrical connections or portable generators will be required to be inspected by the state electrical inspector. Event holders should contact the New Prague utilities to review the event requirements and any cost that may be incurred.
5. New Prague Arts Foundation shall provide for their own set up of the stage, crowd control and parking attendance.
6. Live or recorded music must cease at 10pm or earlier.

Motion carried (5-0).

## **6. Park Plan Survey**

Planner Chapman introduced the revised Park Master Plan and added questions.

Dohm suggested that question F should be open ended and have an option for other and to specify. She also suggested that question D be re-worded. Question D seems like a yes or no question and has overlap with question C. Question B could be rephrased to "trail preference" and individuals could choose top three. There could be a question on specific types of trails such as mountain bike trails or cross-country trails. Other questions may include "what improvements could be made to existing parks/activities" or "what is favorite aspect of that park?"

## **7. Fitness Court from the National Fitness Campaign BCBS**

Planner Chapman introduced the Fitness Court from the National Fitness Campaign BCBS. The National Fitness Campaign offers two courts: Base Level Fitness Court and Fitness Court Studio. The base level fitness court is 38' x 38' with 7 key movements, which consist of core, squat, push, lunge, pull, agility, and bend. Currently, there are

fitness courts in Shakopee, Willmar, Moose Lake Township, and at the University of Minnesota-Twin Cities Campus. The Fitness Court Studio is a large 38' x 38' multi-functional open-floor zone, where individuals may use it for group led yoga, dance, or cardio classes. The National Fitness Campaign BCBS is offering grant funding to 10 communities in Minnesota. So far, about 4-5 communities have received grant funding. If New Prague were selected, we could receive \$30,000-\$60,000 in funding, therefore, the overall cost would be \$173,500 for the fitness court or \$236,000 for the fitness court + fitness court studio. Staff have been in close communication with a representative from the National Fitness Campaign and discovered that having a court at Sliding Hill Skate Park near the warming house and the crescent shape would rank well due to high traffic volume, cell-phone usage, and connectivity to trails in the area.

Planner Chapman played the three-minute NFC Campaign Video.

Dohm stated that a barrier to the facility is knowing how to utilize it. A community ambassador would be needed for the facility such as through the School District, Mayo, or Community Education. It seems to be geared more towards individuals who are self-motivated.

Bass said that the fitness course can be as easy or difficult as you want.

Sticha suggested that it could be an extension of Fitness and Aquatics Center.

Dohm proposed that the city could speak with the school's sports director to see if the school district would utilize the course for sports teams. Example pictures could be added to the Park Plan Survey. She inquired where the city could receive grant funds.

Planning/Community Development Director Ondich replied that there may be funding options through the DNR or other local organizations. The Park Equipment fund currently has \$345,000 for buying land or amenity improvements.

## **8. POPS Land Improvement Funds Request**

Planning/Community Development Director Ondich stated that the Braun Intertec identified poor soils at the vacant former creamery property where the POPS facility is anticipated to be constructed. Forward New Prague Foundation is requesting that the City donate \$100,000+ to make the site buildable for the POPS facility. It was known before that the site would have poor soils and provided old soil boring results. It is unknown how much the soil corrections would cost but it would either require helical piers or a cut and fill operation. Helical piers would be more costly, but it would take less time for the POPS facility to be built. If a cut and fill operation were decided, it would take a year to settle.

Dohm inquired how much money the City had in the Park Board Land Acquisition Fund.

Planning/Community Development Director Ondich explained that there is about \$216,000 in the Land Acquisition Fund. The POPS facility could potentially be relocated to Sliding Hill Skate Park or Memorial Park, but soil borings were never done at those sites. There could possibly be soil issues at those locations as well. POPS may potentially look at those locations due to the high cost of soil corrections at the vacant creamery site.

Bass thought that the vacant former creamery lot is a good site for the POPS facility. Sliding Hill Skate Park is further away from the hear of the City and very windy. Memorial Park would require the removal of trees.

Dohm would feel comfortable donating some funds but not all or an unlimited amount. POPS is important to the community. She would rather utilize the Park Acquisition Fund than Park Equipment Fund.

Planning/Community Development Director Ondich explained that the City doesn't know how much the soil corrections will cost until they open up the ground. Forward New Prague Foundation is requesting \$100,000+ from the City Council.

A motion was made by Dohm, seconded by Wolf to allow a maximum of \$100,000 from the Park Acquisition Fund to cover the reimbursement for the soil corrections provided that the POPS facility is completed with documentation proving this and to only used to cover soil correction fees.

Motion carried (5-0).

## 9. Miscellaneous

- a. **Field Rental Fees**– Planning/Community Development Director Ondich stated that at the previous Park Board meeting, the Park Board recommended researching lacrosse and soccer fees for field use. Several communities have higher fees and have fields labeled as “rectangular” and “diamond fields”. The City currently does not have dedicated soccer/lacrosse fields. Staff do not recommend a different field fee until there are a variety of field types available. There was discussion about using baseball fields for soccer and striping lines. However, staff are concerned that this may cause an issue for soccer/lacrosse during baseball season when baseball games are played and generally in demand for all sports during the same time period in the summer where scheduling could be difficult if priority is not given to ball teams, which the fields were designed.

Dohm asked who was requesting the field use.

Planning/Community Development Director Ondich stated that it was a private youth club, who would utilize it for practices and games.

Becka stated that teams could use the fields at the Community Baptist Church. The striping at Settlers Park would lose sight for the rules of baseball and soccer. Scheduling would become a big issue.

Planning/Community Development Director Ondich said that the space between the two baseball fields at Settlers Park is graded but it was never meant to be formally use as a soccer field.

Becka suggested that it could be a lottery style for the use of open spaces, allowing everyone a fair opportunity.

**b. POPS Update** – The POPS update was reviewed as information only.

## **8. Adjournment**

The meeting was adjourned at 7:40 PM by order of Vice Chair Becka.

Respectfully Submitted,

A handwritten signature in black ink that reads "Kyra J. Chapman". The signature is written in a cursive, flowing style.

Kyra J. Chapman  
Planner





# ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

## City of New Prague

Wednesday, April 09, 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, Troy Pint, Bruce Wolf and Duane Jirik. City Staff Present: City Administrator Joshua Tetzlaff and Planning/Community Development Director Ken Ondich

Others Present: Jo Foust (CDA)

### 2. CONSENT AGENDA

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

Motion carried (7-0)

- a. March 12, 2025 EDA Meeting Minutes
- b. Claims for Payment: **\$686.07**

### 3. PROPOSED SHOP CONDOS

Tetzlaff provided overview of past inquiry that was turned down by the EDA for not meeting the goals of the EDA with the sale of the lot for shop condos that would include possible personal storage. Scott Oswald indicated that he and his business partner Bryan Bittner were general contractors and had built shop condos elsewhere and they believe there is a demand in New Prague. He said that they buy materials locally from Mach Lumber and that right now they operate out of a rental space in Prior Lake. He stated that the buildings they would build would be available for purchase (as condos) or for lease for smaller businesses such as plumbers, painters, etc. and for personal storage type uses. He said that they would build what there is a demand for in New Prague and would need to do some additional due diligence. He said the buildings would be 7,800 sq. ft. each and built as expansion is needed. He understands that the EDA was not in support of personal use. Quast indicated that this would be the first non-owner occupied project and his concern is that it would not control what amount of new jobs might be located in the building. Mr. Oswald indicated that they would need to do more due diligence to determine demand. Wolf stated that he would never want personal storage as a use on a lot the EDA is selling. Mr. Oswald stated that he believes the buildings would be a spark to small businesses in New Prague. Paul Kratochvil, owner of Mach Lumber, indicated that they have outgrown their existing space and see a building like this as an option to lease space for their needs. He said that he hears from a lot of smaller businesses that would like to move out of their home garages that this would be needed. Wolf indicated that his issue is with personal use and the possibility of high turnover and that tax base would not increase much of a lot of the space were just used for warehousing. Nick Slavik indicated that these lots are subsidized with tax dollars and that its difficult to justify any personal use. Mr. Oswald indicated that they will consider the input from the EDA.

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

Jo Foust indicated that visits occurred with Fishtale and Tikalsky Laser within the past month.

**5. BUSINESS UPDATES**

Ondich provided a summary of the monthly business update.

a. April 2025

**6. CDA UPDATE**

Foust indicated that they are offering a session for small business HR on April 16<sup>th</sup> from 11 to 12:30. She indicated that the CDA received 41 leads last year for 5,000 to 15,000 sq. ft. space needs from businesses. She indicated that DEED was offering a webinar on Foreign Trade Zones and that one New Prague Business already indicated possible interest due to recent tariffs. She indicated that the Community Land Trust is now rehabbing a house in Jordan.

**7. SCHOOL DISTRICT UPDATE**

None.

**8. EXECUTIVE DIRECTORS REPORT**

Tetzlaff indicated that the strategic planning with Ehlers will kick off with the City Council and EDA soon.

**9. MISCELLANEOUS**

-Ondich indicated that while Quality Flow had backed out of their lot purchase, they are exploring a building addition on their existing site in the industrial park.


-Discussion was had over the proposed shop condos.

**10. ADJOURNMENT**

Motion to adjourn the meeting at 8:51 a.m. was made by Slavik, seconded by Quast.

Motion carried (7-0)

Respectfully Submitted,

  
Joshua M. Tetzlaff  
City Administrator / EDA Executive Director