



CITY COUNCIL MEETING MINUTES

City of New Prague

Monday, March 02, 2026 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 p.m.

PRESENT

Mayor Charles Nickolay

Councilmember Shawn Ryan

Councilmember Maggie Bass

Councilmember Bruce Wolf

ABSENT

Councilmember Rik Seiler

Staff Present: City Administrator Joshua Tetzlaff, Finance Director Robin Pikal, Community Development Director Ken Ondich, 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 Ryan, Seconded by Councilmember Wolf.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

3. CONSENT AGENDA

Motion to approve the consent agenda.

Motion made by Mayor Nickolay, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

a. Meeting Minutes

i. February 17, 2026 City Council Meeting Minutes

b. Claims for Payment: **\$132,647.03**

c. Premises Permit Extension Request for Giesenbrau Bier Co.

d. Approval of 2026-2027 Liquor, Beer, Wine & Miscellaneous Licenses

4. GOVERNMENT AGENCY UPDATES

No update.

5. PUBLIC FORUM

No speakers present.

6. PUBLIC HEARING(S) – 6:00 PM

a. None

7. CITY ENGINEER PROJECTS UPDATE

No update.

8. ORDINANCE(S) FOR INTRODUCTION

Jeff Matzke, Community Planning Project Manager from Bolton & Menk, presented the Unified Development Code Ordinance.

Community Development Director Ken Ondich helped answer any questions.

Motion to approve the First Reading of Ordinance #359 - Unified Development Code

Motion made by Mayor Nickolay, Seconded by Councilmember Bass.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

- a. #359 - Unified Development Code (UDC)

9. ORDINANCE(S) FOR ADOPTION

- a. None

10. RESOLUTIONS

- a. #CC-26-03-02-01 - #V1-2026 to reduce frontage tree screening requirements and to permit planting trees within an easement on Lots 4 and 5, Block 2, New Prague Business Park 11th Addition
Community Development Director Ken Ondich presented Resolution #CC-26-03-02-01 and answered any questions.

Motion to approve Resolution #CC-26-03-02-01 - #V1-2026 to reduce frontage tree screening requirements and to permit planting trees within an easement on Lots 4 and 5, Block 2, New Prague Business Park 11th Addition

Motion made by Councilmember Wolf, Seconded by Councilmember Ryan.

Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf

Motion carried (4-0)

- b. #CC-26-03-02-02 - Authorizing the Transfer and Closure of Account CIP 2009, Fund 395
Finance Director Robin Pikal presented the resolutions to close certain accounts and answered any questions.
City Administrator Joshua Tetzlaff helped answer any questions about the account resolutions.
Motion to approve Resolution #CC-26-03-02-02 - Authorizing the Transfer and Closure of Account CIP 2009, Fund 395
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

- c. #CC-26-03-02-03 - Authorizing the Transfer and Closure of Account CIP 2022, Fund 421
Motion to approve Resolution #CC-26-03-02-03 - Authorizing the Transfer and Closure of Account CIP 2022, Fund 421
Motion made by Mayor Nickolay, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

- d. #CC-26-03-02-04 - Authorizing the Transfer and Closure of Account TH19-11th Ave Project, Fund 472
Motion to approve Resolution #CC-26-03-02-04 - Authorizing the Transfer and Closure of Account TH19-11th Ave Project, Fund 472
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

- e. #CC-26-03-02-05 - Authorizing the Transfer and Closure of Account CIP 2020-TH19 Project, Fund 418
Motion to approve Resolution #CC-26-03-02-05 - Authorizing the Transfer and Closure of Account CIP 2020-TH19 Project, Fund 418
Motion made by Mayor Nickolay, Seconded by Councilmember Wolf.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

- f. #CC-26-03-02-06 - Authorizing the Transfer and Closure of Rental Account, Fund 227
Motion to approve Resolution #CC-26-03-02-06 - Authorizing the Transfer and Closure of Rental Account, Fund 227
Motion made by Mayor Nickolay, Seconded by Councilmember Bass.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

11. GENERAL BUSINESS

- a. First amendment to developer's agreement for Turek Estates
Community Development Director Ken Ondich presented the First amendment to the developer's agreement for Turek Estates and answered any questions.
Motion to approve the First amendment to developer's agreement for Turek Estates
Motion made by Councilmember Bass, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

- b. Future of City Hall
City Administrator Joshua Tetzlaff began the discussion on the Future of City Hall.
Discussion was had and no decisions were made.

12. MISCELLANEOUS

- a. Meeting Minutes
 - i. January 26, 2026 Utilities Commission Meeting Minutes
 - ii. January 27, 2026 Golf Board Meeting Minutes
 - iii. February 4, 2026 Planning Commission Meeting Minutes
- b. Discussion of Items not on the Agenda

13. ADJOURNMENT

Motion to adjourn the meeting at 7:29 p.m.
Motion made by Mayor Nickolay, Seconded by Councilmember Ryan.
Voting Yea: Mayor Nickolay, Councilmember Ryan, Councilmember Bass, Councilmember Wolf
Motion carried (4-0)

ATTEST:

Charles L. Nickolay
Mayor

Joshua M. Tetzlaff
City Administrator