

**Vergas EDA/HRA
Vergas EDA/HRA May 2022
Billy's Corner Bar & Grill
2:00 PM on Wednesday, May 4, 2022**

1. Call to Order

2. Agenda Additions and Deletions

3. Minutes

April 6, 2022

4. Status of Recommendations to City Council

5. Financial Update

2022 Income and Expenses Update

6. Old Business

- a. EDA Goals
- b. HRA Goals
- c. 2022 Annual Meeting

7. New Business

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4. Minutes

April 6, 2022

Files Attached

- 4-06-22 EDA-HRA Minutes.pdf

CITY OF VERGAS EDA/HRA
Wednesday, April 6, 2022
2:00 pm
Billy's Corner Bar

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, April 6, 2022, at 2:00 pm at Billy's Corner Bar with the following members present: Bruce Albright, Paul Pinke and Kevin Zitzow. Absent: Austin Tegtmeier and Vanessa Perry. Also present: Clerk/Treasurer Julie Lammers and Bob Williams of the Frazee-Vergas Forum.

Call to Order

Meeting was called to order by Vice President Bruce Albright at 2:25 pm.

Approval of Agenda

Approved agenda as presented.

Approval of Minutes

Motion by Albright, seconded by Pinke to approve February 2, 2022, minutes. Motion passed unanimously.

Status of Council Recommendations

Council has sold the West Lake Street property and \$8,000 was transferred to the EDA/HRA budget for 2022

Financial Update

Lammers reviewed income and expense worksheet regarding the EDA/HRA.

Old Business

EDA-HRA Goals

2022 EDA and HRA goals were discussed, and goal is to finalize in May.

Ehlers' 2022 MN Public Finance Seminar

Lammers reviewed MN Public Finance Seminar she attended.

Housing Summit

Albright will be attending Housing Summit meeting Thursday, April 7 at Thumber Pond.

Kevin Zitzow joined the meeting.

New Business

Construction Permit Fees-waived

Motion by Pinke, seconded by Albright to waive construction fees for 110 S Broadway and 111 Main Street. Motion passed unanimously.

Plan Review Fees

Lammers reviewed request from Planning Commission regarding adding a plan review fee to new developments. Discussed not having a fee but City receiving a deposit and when project is completed within a certain amount of time it is returned to the developer. Asked Lammers to provide information on what other communities are doing.

2022 Annual Meeting

Discussed surveying businesses regarding their needs and having a job fair for annual meeting, discussed tours of the two new businesses in town and comprehensive planning results. Motion by Albright, seconded by Pinke to conduct a survey of needs for our businesses. Motion passed unanimously. Motion by Zitzow, seconded by Albright to hold meeting on Tuesday, May 24 at 6 pm at the Event Center. Motion passed unanimously. Lammers will put together survey monkey for survey. Zitzow will contact new building owners regarding tours. Lammers will ask at comp plan meeting if they are ready to release information. We will finish planning at next month's meeting.

Meeting adjourned at 3:15 p.m. The next meeting will be held May 4, 2022, at 2:00 pm at Billy's Corner Bar.

Julie Lammers
City Clerk-Treasurer
City of Vergas

Council Recommendations

None.

Follow up Actions.

Review and update 2022 EDA/HRA goals.

Zitzow contact new building owners for annual meeting. (Done 4/7/2022 both agreed.)

Lammers put questions together for survey and email members.

Lammers conduct survey.

Lammers contact Comp Plan regarding speaking at the annual meeting.

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6. Financial Update

2022 Income and Expenses Update

Files Attached

- 2022 EDA_HRA Revenue and Disbursements.pdf

2022 EDA-HRA Income-Expense Sheet

Beginning Balance			\$5,688.66
Revenue:			
	City	8,000.00	
Total Revenue		<u>\$8,000.00</u>	
Expenses:			
	Ehlers and Associates	215.00	
	Embassy Suites by Hilton	180.83	
	Julie Lammers, mileage, meals & Covid test	243.47	
Total Expenses:		<u>\$639.30</u>	
Balance of Checking Account as of 04/04/2022			<u>\$13,049.36</u>
Savings Account			
	West Central Initiative	15,148.45	
Total in HRA/EDA Account			<u>\$28,197.81</u>
Veteran's Memorial Income			
	West Central Initiative	6,500.00	
	West Central Initiative	5,200.00	
Total Income		<u>11,700.00</u>	
Expenses			
	Classic Concrete Contractors, LLP	6,500.00	
	Sonnenberg Excavating	5,200.00	
Total Expenses		<u>11,700.00</u>	
Balance of Account			<u>\$0.00</u>
Pickle Ball Income			
	West Central Initiative	6,220.00	
	West Central Initiative	852	
Total Income		<u>\$7,072.00</u>	
Expense			
	Sonnenberg Excavating	6,220.00	
	KLJ Engineering LLC	852.00	
Total Expenses		<u>\$7,072.00</u>	
Balance of Account			<u>\$0.00</u>

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Files Attached

- 2022 EDA-HRA Goals.pdf
- 2022 EDA Annual Meeting Agenda.pdf

2022 EDA/HRA goals:

HRA - Housing:

1. Identify buildable lots: Review housing study determine the types of housing needed, work with City and private development to furnish said housing.
 - a. Identify lots within current city limits, who owns said lots, their price, and whether they have City services (water/sewer), or their potential for said services.
 - b. Identify potential building lots within a one-mile radius of Vergas, who owns the lots, and their selling price. Assess potential of providing City services.
 - c. Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots.
2. Determine interest in grant or low interest housing program to repair or improve existing housing.
3. Assisting current residents in retaining and maintaining their properties through knowledge of available programs.
4. Aid residential developers by making new housing more available through support of waived permitting fees; tax abatements or tax increment financing; etc.
5. Convey the message that all aspects; live, work, and play; contribute to the existing high quality of life in our community.
6. Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots.
7. Look at grants, loans, programs, at the local, state, and federal levels to make city services (water/sewer) available and affordable for new developments.
8. Continue to be involved with City Comprehensive planning process, focusing on housing issues/concerns within said study.

EDA- Business:

1. Meet with existing business owners, determine how things are going for them, or if they need our assistance to stay in business or to expand their business.
2. Support current commercial businesses with training and information on available or upcoming funding in order to help them maintain and grow at a successful rate.
3. Continue to explore options for bringing a grocery store to Vergas.
4. Work with Planning and Zoning to review areas within current city limits and within a one-mile radius for potential future business development/growth.
5. Continue redevelopment efforts of unoccupied commercial buildings within the city of Vergas.
6. Encourage well planned quality development of commercial areas.
7. Continue to work on parking issues within business district (availability/handicap), identify solutions, both short-term and long-range. Some solutions might involve buyout of existing businesses, identify funding sources.
8. Continue to be involved with City Comprehensive planning process, focusing on business issues/concerns within said study.
9. Meet with Commercial Club to review each other's goals, common interests, and where interests may overlap. Work together to enhance each other's missions.

**Vergas Economic Development Authority (EDA) and Housing Redevelopment
Authority (HRA)
Annual Meeting
Vergas Event Center
Tuesday, May 24, 2022**

5:30 p.m. Social

6:00 p.m. **Welcome.**

EDA/HRA President Kevin Zitzow

Welcome and Introduce EDA Board –

President Kevin Zitzow

Council Liaison & Vice President Bruce Albright

Secretary-Treasurer Julie Lammers

Assistant Treasurer Vanessa Perry

Member Austin Tegtmeier

Member Paul Pinke

Goal: Retain and promote business in our community, adding housing so that we prosper and increase our tax base, keeping Vergas a vital community.

REVIEW OF 2021/2022 ACTIVITY

- A) EDA /HRA Goals presented by Kevin Zitzow
- B) Housing Opportunities presented by Bruce Albright
- C) New Business Presentations
 - a. Summers Construction
 - b. Lavish Loon
 - c. REMAX
 - d. *Do we want the new businesses in Altona Square?*

6:30 p.m. Break for meal

6:45 p.m. **Sarah Schake**, Otter Tail County

7:15 p.m. Tours

- a. Summers Construction
- b. Altona Square

Kevin Zitzow thanks everyone for coming.

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