

**Event Center Advisory Board
2022 June Event Center Meeting
Vergas Event Center and Zoom Id number 267-094-2170 (password 56587)
6:30 PM on Wednesday, June 1, 2022**

- 1. Approval of the Agenda**
- 2. Minutes**
May 4, 2022
- 3. Status of Recommendations to City Council**
 - A. Event Center Policy
 - B. Electronic Sign Policy
 - C. Lion's Bill of sale for bar equipment
 - D. Lease agreement with Lion's
- 4. 2022 Income and Expense**
- 5. Lion's Lease Agreement**
- 6. Electronic Sign**
- 7. Building Update**
 - A. Floors
 - B. Doors between Main Area and Kitchen
- 8. Parking**
- 9. Frazee-Vergas School District Building Rental**

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2. Minutes

May 4, 2022

Files Attached

- 2022-05-04 Event Center Meeting Agenda Minutes (1).pdf

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
6:30 P.M. on Wednesday, May 4, 2022

The City of Vergas Event Center Advisory Committee was called to order by Chairperson Logan Dahlgren on Wednesday, May 4, 2022 at 6:34 pm with the following members present: Julie Lammers, Paul Haarstick, Logan Dahlgren, Paul Pinke, and, Lyle Krieg. Absent: Mary Ditterich and Vanessa Perry. Guests included: Robert Jacoby and Mike DuFrane.

Approval of the Agenda

Motion made by Haarstick, seconded by Pinke to approve the agenda with the addition of "Parking" and "Council Recommendations Update". Motion carried unanimously.

Approval of Minutes

Motion by Krieg, seconded by Pinke to approve the meeting minutes. Motion carried unanimously.

Council Recommendations

Lammers updated the committee that the City Council approved the Event Center Policy and Electronic Sign Policy at the last City Council meeting. The City Council only approved hiring of one security position and has directed the Personnel Committee to further research a second position.

2022 Income and Expense

Lammers presented to the committee the income and expense report. No questions or comments were given

Building update

Existing quotes for updating the flooring ranged from \$22,000 to \$43,000. Lammers and Dahlgren had already reviewed the area next to the bar that is showing wear. Lammers and Krieg, at the meeting, inspected the area and noticed the slope in the floor and a crack that runs the width of the bar area. The consensus of the committee's discussion was that there may be larger issues that may need to be addressed, such as foundation issues. Lammers is asked to get updated quotes from Wall to Wall Flooring, Ramsey Flooring, and Summers Construction.

Doors between the kitchen and main area of the Event Center may decrease in priority until the committee understands the complete issue with the floor in the bar area. Lammers was asked to get updated quotes for an overhead roll up door from Franklin Fence, Summers Construction, and Overhead Door Company.

Event Center Policy

Utilities Superintendent DuFrane attended the meeting and expressed concern with the policy wording in regards to the section on cleaning, unlocking of the Event Center, and setup of chairs. Motion by Pinke, seconded by Haarstick to recommend to council to change the Event Center Policy as follows: Under "Responsibilities," remove section 5.c, add "Under direction of City Clerk-Treasurer" to section 5.e, and refer section 6.b. to Personnel Committee to find appropriate wording for city employees. Motion carried unanimously.

Electronic Sign

Lammers updated the committee that a sign advertiser was inquiring if their advertising contract would allow them to post messages for free. Since the existing advertising contract has no stipulations that allow this, the committee agreed that offering a discount to advertisers would be the fairest to all who had purchased spaces on the sign. Motion by Pinke, seconded by Haarstick to recommend council to add a fifty percent discount to sign advertisers to the Electronic Sign policy. Motion carried unanimously.

Event Center Security

City Council approved hiring for one security position. Personnel will further research this issue.

Event Center Bar and Office Area

A lease agreement and bill of sale have been sent to the Lion's. The Lion's have already repaired the coolers and made them functional prior to the sale. Lammers and a Lion's member will meet to discuss any questions regarding the lease. Motion by

Pinke, seconded by Haarstick to recommend to Council to accept the Bill of Sale if it is accepted by the Lion's. Motion carried unanimously. Motion by Pinke, seconded by Haarstick to recommend to Council to accept the lease if accepted by the Lion's. Motion carried unanimously.

Kitchen Project Update

No update.

Parking

There has been idea proposed about modifying the Lion's Park behind the Event Center to create more parking area. Committee members suggested that diagonal parking along 2nd Avenue could be another option. Community members are encouraged to express their feedback on how to increase parking at the Event Center.

Council Recommendations

- Approve Event Center Policy with changes
- Approve Electronic Sign Policy with changes
- Conditionally accept the bill of sale with the Lion's
- Conditionally accept the lease agreement with the Lion's

Follow up Actions

- None

The business for which the meeting was called having been completed, the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

Paul Haarstick, Secretary

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4. 2022 Income and Expense

Files Attached

- 2022 Budget for Event Center.pdf

	2021	12/31/2021	2022	05/31/2022
	<u>Budget</u>	<u>Current</u>	<u>budget</u>	<u>Current</u>
Revenue				
Paid by Vergas Property Taxes	36,450.00	25,232.64	29,900.00	0.00
Rent	5,000.00	6,724.73	6,000.00	6,250.00
Security/Keg Dep/Lions	0.00	1,950.00	1,000.00	450.00
Insurance Refund	0.00	0.00	0.00	0.00
Sign Rental	0.00	30.00	0.00	240.00
Grants/Advertising	0.00	0.00	0.00	10,000.00
Refund & Reimbursement	0.00	3,816.34	0.00	500.00
Contributions & Donations	2,000.00	15.00	2,000.00	15.00
Savings Account Transfer	0.00	0.00	0.00	0.00
Totals	43,450.00	37,768.71	38,900.00	17,455.00

Expenses

Employee Wages	600.00	0.00	300.00	0.00
Professional Service	2,000.00	2,794.56	2,500.00	1,254.11
Office Supplies	150.00	0.00	100.00	0.00
Operating Supplies	2,500.00	897.52	1,700.00	1,137.11
Travel, Mtgs, & Schools	0.00	0.00	0.00	0.00
Repair & Maintenance. Supplies	1,500.00	1,530.25	1,000.00	742.17
Clothing Allowance	0.00	0.00	0.00	0.00
Security Services	0.00	0.00	1,000.00	0.00
Telephone	2,000.00	1,073.11	1,000.00	368.00
Printing & Advertising	1,500.00	2,917.75	3,500.00	304.00
Insurance	2,000.00	1,860.00	1,900.00	0.00
Rug Rental	1,000.00	478.87	1,000.00	0.00
Utility Services	6,000.00	6,667.65	6,000.00	3,789.19
Rubbish Service	1,500.00	1,251.78	1,500.00	465.47
Repair & Maintenance Service	2,000.00	1,350.69	2,000.00	1,726.15
City Share/Assessments	700.00	398.91	400.00	196.44
Improvements	20,000.00	12,731.28	15,000.00	0.00
Refund & Reimbursments	0.00	3,816.34	0.00	750.00
Totals	43,450.00	37,768.71	38,900.00	10,732.64

*improvements

Doors seperating kitchen from large area.

Replace flooring

Remove current cabinets in smart room

Microphones for Smart Room

Either remove stage or make retractable

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7. Building Update

- A. Floors
- B. Doors between Main Area and Kitchen

Files Attached

- 20220601165810849 kitchen-main room doors.pdf
- Cookson ESC10 Lit.pdf

Franklin Fence Co.

PO Box 66 • Vergas, MN 56587

Ph. 218-342-2084

Fax 218-342-2723

ESTIMATE

Job No. _____

Date: 7/6/22

Deliver To: _____

Address: _____

Directions: _____

Customer City of Vergas

Street _____

Phone _____

City _____

State _____

	QTY.	DESCRIPTION	EXT. QTY.	UNIT PRICE	UNIT	EXTENSION
1						
2						
3	1	7'-4" x 3'-6" Carlson Model ESC10				
4		Counter Shutter				
5		Face of wall Nutter				
6		Lakelse Thundera Side Bolt				
7		Manual Operation				
8		- Installed By Twin City Lorry Door				
9						
10						
11						
12		SS330.28				
13		Ad 393.28				
14		5723.28				
15						
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21						
22						
23						
24						
25						
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28						
29						
30						

SS30 40

This estimate is for materials listed above only and is not guaranteed to build or complete any specific project. It is based on pricing as of this date. Prices are subject to change due to a changing market and/or availability. Clerical errors are subject to correction.

Subtotal	
Delivery	
Sales Tax	
TOTAL	

ROLLING COUNTER DOOR

Models ESC10 and ESC20 (integral frame and sill)



AN ELEGANT, UNOBTRUSIVE WAY TO SECURE FINISHED OPENINGS

SMALLER COMPONENTS DELIVER A CLEAN, PROFESSIONAL APPEARANCE

Rolling Counter Doors are used in both interior and exterior applications. Built to exact opening specifications using compact guides, slats, brackets and hood, they offer a more streamlined look than traditional rolling doors. When a full door with compact door components is desired, full height units are available.

A GREAT CHOICE FOR SERVICE OPENINGS

Counter Doors are often used in cafeterias, stadiums, arenas, hospitality and educational facilities, public spaces, healthcare offices, and many other locations.

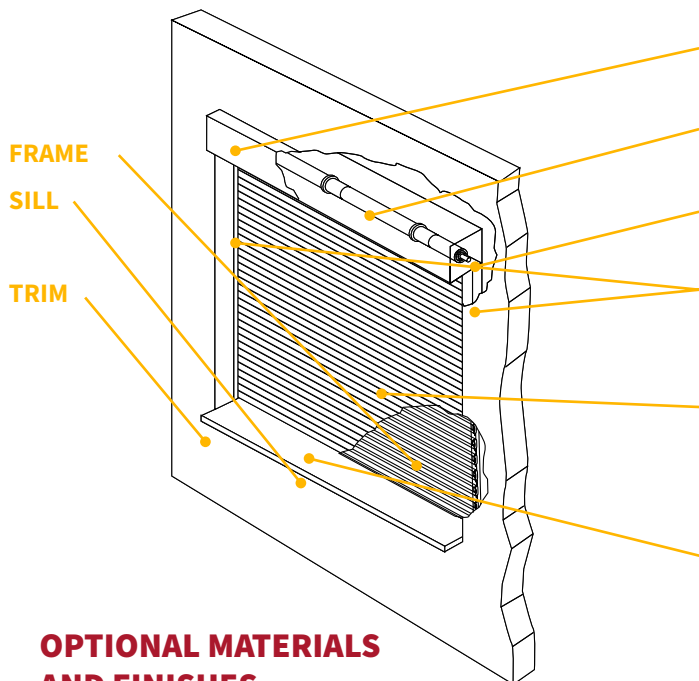
COUNTER DOORS WITH INTEGRAL FRAMES AND SILLS WORK WITH INTERIOR RATED AND NON-RATED WALLS

Offering a custom appearance (with no exposed edges) and fast installation, slip-in units arrive ready to be set into existing walls. Units may be used in masonry or drywall openings from 4" to 13" thick.

A SPACE-SAVING DESIGN OPTION

As an alternate design, concealed tubular motors provide a solution for strict dimensional limitations around the header or aesthetic requirements that lend themselves to its smaller, compact design.

STANDARD COMPONENT MATERIALS AND FINISHES



HOOD - Galvanized steel with GalvaNex™ polyester enamel finish to match curtain.

COUNTER-BALANCE SHAFT - Steel. Supports curtain and contains torsion springs for assisting operation.

BRACKETS - Steel with powder coating to match curtain. Bolt to guide assembly and support counter-balance shaft and curtain.

GUIDES - Two piece clear anodized extruded aluminum in clear anodized finish with polypropylene pile runners. Side rail assemblies bolt to the wall and support the entire weight of the unit.

CURTAIN - Galvanized steel with GalvaNex™ polyester enamel finish in Gray, Tan, or White. Interlocking roll-formed flat-faced slats with end locks riveted to the ends of alternate slats to maintain curtain alignment and prevent wear.

BOTTOM BAR - Clear anodized extruded aluminum equipped with vinyl astragal/weather seal. Lock mechanisms available.

OPTIONAL MATERIALS AND FINISHES

- ▶ Aluminum in clear and color anodized - Only available for ESC10 model
- ▶ Stainless steel - 300 series in #4 finish
- ▶ SpectraShield® Powder Coating in more than 180 colors
- ▶ Although it is standard on the ESC10 model, Galvanized steel with GalvaNex™ polyester enamel finish is offered as an option on the ESC20 model.

Brackets, Guides and Bottom Bar

- ▶ Hot-dip galvanizing on steel components
- ▶ Zinc-enriched, corrosion-resistant powder coating in Gray

OPTIONAL WINDLOAD

The rolling counter door can be configured to withstand windload requirements of up to 40 PSF and impact ratings of up to 50 FPS.

WITH INTEGRAL FRAME AND SILL

HOOD - Stainless steel

BRACKETS - Stainless steel.

CURTAIN - Stainless steel

FRAME - Welded stainless steel head and jambs. Guide groove is incorporated into jamb design.

SILL - Stainless steel provides a seamless, custom look.

TRIM - Stainless steel jamb trim angles. Head trim optional

*All stainless steel is 300 series in #4 finish

OPERATION AND STRUCTURAL REQUIREMENTS

Hand-crank, push-up and a variety of motor options are available

This product is supported by a guide assembly attached to the jamb construction. No additional header support is required unless hood supports are mandated by a larger opening width.



CUSTOM-DESIGNED SOLUTIONS

Contact our experienced Architectural Design Support Team for help in customizing our products to fit your specific application. Call 800.233.8366 ext. 4551 • architecturalsupport@cornellcookson.com