

City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022

1. **Call to Order**
2. **Citizens' Concerns**
3. **Agenda Additions and Deletions**
4. **Approval of Consent Agenda**
 1. Council Minutes of the June 14 and 29, 2022
 2. Bills paid between Council meetings and Council bills
 3. Liquor Store bills for June 2022
 4. General Fund/Special Revenue Money Market Account Report
 5. 2022 Investment Schedule/Bond Schedule
 6. American Rescue Plan Funding 2021-2026
 7. Late water/sewer bills
 8. Certify to taxes - dog owners without dog licenses
5. **August Meeting Date**
6. **Vergas Comprehensive Plan 2036**
7. **2021 Audit Report**
8. **1st Ave S**
9. **Engineering**
 - A. GIS Report
 - B. Keilley Shores 3rd Addition
10. **Easements - Townline Road**
11. **Committee Reports**
 1. Parks
 2. Streets/Sidewalks/Yard Waste
 3. EDA/HRA
 4. Planning Commission
 5. Event Center
 5. Liquor Store/Municipal Building/Licensing
 6. Personnel - Election Judge
12. **Ole's Ride**
13. **2023 Budget**
14. **Staff Reports**
 - A. Utility Superintendent
 - B. Liquor Store Manager
15. **Information & Announcements**
 1. MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
 2. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN
16. **Adjournment**

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Files Attached

- 2022 June 14 Council Agenda & Minutes.pdf
- 2022 June 29 Public Hearing Minutes.pdf
- AgedBalance_07112022.pdf
- American Rescue Plan Funding 2021-2026.pdf
- City bill listing.pdf
- July Claims List for approval.pdf
- July Liquor Store Bill Listing.pdf
- Genreal Fund_Special Revenue Money Market Account Report.pdf
- Investment Schedule & Bond Schedule.pdf
- Non-Current 2022 Dog Licenses_.pdf

VERGAS COUNCIL
MEETING MINUTES
VERGAS EVENT CENTER & ZOOM
Tuesday, June 14, 2022

The City Council of Vergas met at 6:30 pm, on Tuesday, June 14, 2022, at the Vergas Event Center and on a Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn, Council Members: Natalie Fischer, Paul Pinke, Bruce Albright and Logan Dahlgren. Absent: none. Also present: Clerk/Treasurer Julie Lammers, Utilities Superintendent Mike DuFrane, Robert Williams of the Frazee-Vergas Forum, Engineers Jeff Kuhn and Blaine Green, Josh Pfeffer, Steph Hogan, Carol Albright, Tony Sailor, Sherri Hanson, Bob Hager, Tom Franklin, Attorney Tom Winters.

Call to Order

Mayor Julie Bruhn called the City Council meeting to order.

Citizens' Concerns

None.

Agenda Additions and Deletions

Motion by Pinke, seconded by Dahlgren to approve the agenda with the addition of May 19 minutes, silt fences and Vergas Community Club Looney Days and Hairy Man events. Motion passed unanimously.

Approval of Consent Agenda

Motion by Albright, seconded by Pinke to approve the following consent agenda items:

- a. Council Minutes of the May 10, 2022, May 19, 2022 and June 2, 2022
- b. Bills paid between Council meetings for a total of \$18,587.42
- c. Liquor Store bills for May 2022 for a total of \$83,392.01
- d. General Fund/Special Revenue Money Market Account Report
- e. 2022 Investment Schedule/Bond Schedule
- f. American Rescue Plan Funding 2021-2026
- g. Late water/sewer bills

Motion passed unanimously.

With the removal of Council bills from the consent agenda Bruhn questioned DuFrane regarding generator purchase. DuFrane stated this was for use in the city departments not for the lift stations as discussed by Council as a part of the American Rescue Plan funding proposal. DuFrane stated he is still looking into an estimate for generator pig tails. Generator purchased was for \$1,235.98 (over the \$1,000.00 amount an employee can spend without Council approval). Motion by Pinke, seconded by Dahlgren to allow purchase of generator. Motion passed unanimously. Lammers requested payment of additional bill for Matt Engebretson who purchased hoses for the loader for \$81.00. Motion by Dahlgren, seconded by Pinke to pay Council bill listing with the additional bill of \$81.00 for a total of \$36,732.54. Motion passed unanimously.

Construction Permit

Motion by Pinke, seconded by Fischer to approve a construction permits for 310 W Glenn St, asphalt driveway; 1006 E Frazee Ave, re-shingle and replace window; and 818 E Scharf Ave, re-shingle. Motion passed unanimously.

Council sent construction permits for 819 E Scharf and 92 Parkway to the planning commission to review as they are new homes.

Easements - Townline Road

Attorney Winters stated he has sent property owners along Townline Road letters regarding easements, and they have 10 days to respond. Council will discuss further at the July council meeting.

East Lake Street Relocation

Engineer Kuhn reviewed property owners along East Lake Street and stated there may be difficulty moving the road as the railroad owns the land the road sits on. Motion by Albright, seconded by Pinke to approve Widseth to spend up to \$2,500 to proceed with the relocation of East Lake Street. Motion passed unanimously.

Vergas Community Club Events: Looney Days and Hairy man

Motion by Pinke, seconded by Dahlgren to approve Vergas Community Club 1-4 day permits for on-sale liquor from August 12-14, 2022, to close Main Street on August 13 and 14, 2022, and allow the parade to close city streets on August 14, 2022. Motion passed unanimously.

Committee Reports

Park Board

Sherri Hanson reviewed the Park Board meeting held on May 26, 2022, (minutes available at the Vergas City Office). Attorney Winters will review easements on 88 Park View Drive. Bob Hager stated he is the beach caption for Long Lake Beach Association and would like to help with removing stumps and trees for snowmobilers to be able to come through the easement area. Albright stated our Engineer may need to look at the wall as five trees have been planted along the wall. Council asked Bob Hager to work with the park board before taking actions on city property. Council stated they appreciated all the volunteers' efforts. Motion by Albright, seconded by Pinke to allow park board to pass the hat for donations during Looney Days. Motion passed unanimously.

Comprehensive Planning

Julie Bruhn updated Council on the Comprehensive Plan.

Street Committee

Albright reviewed street committee meeting held on Wednesday, May 26, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Albright to enter into work orders with Widseth for preliminary analysis of Glenn St and Lake St and to develop a pavement management system for Vergas. Motion passed unanimously. Lammers will set up a Street Committee meeting with Jeff Kuhn, Engineer to review work needed to be accomplished with streets.

EDA/HRA

Albright reviewed EDA/HRA meeting minutes of June 1, 2022, (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to accept the resignation of Austin Tegtmeier and add Joy Summers to the EDA/HRA committee. Motion passed unanimously.

Planning Commission

Albright reviewed Planning Commission meeting minutes of May 23, 2022, (minutes available at the Vergas City Office). Motion by Pinke, seconded by Albright to allow City Clerk-Treasurer to approve construction permits that do not include a change in land use. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve the preliminary plot of Lawrence Lake Acres. Motion passed unanimously. Motion by Albright, seconded by Pinke to allow rural wells and sewer systems on the four lots. Motion passed unanimously.

Event Center

Lammers reviewed the Vergas Event Center meeting held on June 1, 2022 (minutes available at the Vergas City Office). Motion by Albright, seconded by Pinke to have Widseth provide work order regarding diagonal parking on Second Avenue between Linden and Main. Motion passed unanimously.

Motion by Albright, seconded by Pinke to allow the Vergas-Frazee School District to use the Vergas Event Center for \$30.00 a day for summer community education events. Motion passed unanimously.

Personnel

Committee Report

Bruhn reviewed personnel committee meeting held on June 13, 2022 (minutes available at the Vergas City Office). Motion by Pinke, seconded by Fischer to change the Event Center policy by removing 5. City Maintenance Staff; 5c, 5d, 5e and under 6. Cleaning service remove 6b and have one responsibility statement in 5. That is basically consistent with current policy and position function statement, to state: 5d. When necessary, not routine and at the direction of the City Office, Maintenance staff may be called upon to assist with unlocking the Event Center doors for events, set up city meetings, set up and take down chairs with special events, and support special cleaning needs in the current City Event Center Policy. Motion passed unanimously.

Motion by Dahlgren, seconded by Fischer to change current personnel policy to state on page 5, part 4 B Compensatory time to No employee shall accumulate more than 48 hours of unused compensatory time in a work week. Compensatory time accrued above the 48 hours, will entail the employee choosing compensatory time or overtime by marking on their timecard. There will be a compensatory time accrual limit of 160 hours. Motion passed unanimously.

Motion by Albright, seconded by Pinke to approve a work request form so new work items are more thoroughly evaluated in terms of priority, impact of overtime needs of city staff, and whether contracting out would be a better approach. The new work request would be submitted by city staff member or city committee/commission. Impacted city staff would review and provide input whether the work could be accomplished during normal work hours and/or how could be accomplished. New work requests will take into consideration city priority need, timeline for completion, and fiscal impacts. If new work cannot be met in terms of priority, staff time, timeline needs for completion; this will go to City Council for review and approval of contracting out or delaying new work projects. Motion passed unanimously.

Election Judges

Motion by Albright, seconded by Pinke to raise the election judge pay to \$17.00 per hour for head judge and \$15.00 per hour for election judges. Motion passed unanimously. Motion by Pinke, seconded by Fisher to hire the following judges, Head Judge Diane Menz, Judges Steph Hogan, Elaine Palmer, Ronola Richards and Pat Strand. Motion passed unanimously.

Staff Report

Utility Superintendent Report

Council Report from Utilities Superintendent June 2022

1. Water
 - a. Thein Well completed our wells. Replaced two pipes, one in each well and both of the backflow preventers were replaced.
 - b. Both water filters are finished with rehab.
2. Parks
 - a. Swing set is up, and we are waiting on the mulch. It should be delivered Wednesday.
 - b. VCC will be taking over the flowerpots around town until we get caught up with all our spring maintenance. DuFrane thanked Fischer for watering flowerpots.
3. Streets
 - a. Looking at making ditches correct from the last street project.
Motion by Albright, seconded by Pinke to have Widseth provide work order to improve the ditches that were affected by the 219 Street Project along E Scarf Avenue. Voting Yes: Dahlgren, Albright, Fisher and Pinke.
Voting No: none. Abstain: Bruhn. Motion carried.
Discussed ditches along 3rd St and Linden which were also affected by the 2019 Street project, the streets/sidewalks/yard waste committee will review with Widseth Engineers.
4. Josh Hanson property.
 - a. We are slowly getting it cleaned up. DuFrane stated they have approximately 40 hours of work left.
5. Wastewater
 - a. MRWA school is Sept 1. The cost is 150.00 per person. DuFrane asked for permission for himself and Matt to attend.

Motion by Albright, seconded by Pinke to allow DuFrane and Engebretson to attend Mn Rural Water training on September 1, 2022.

Budget/Goal Setting

Lammers requested Council Members review budgets with their committees regarding 2023 budget numbers.

Information & Announcements

Comprehensive Plan Public Review, (everyone) June 16, Public Viewing, 5:30-7 pm in front of municipal building.

League of MN Cities Annual Conference (Bruhn & Albright) June 22-24, 2022 Duluth

Comprehensive Plan Review by Planning Commission June 27 Vergas Event Center 6 pm

Public Hearing June 29, 7 pm Comprehensive Plan

Hazardous Waste Day, Thursday, July 7, 2022, from 10-2 (Everyone) Vergas Event Center

Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN

Adjournment

Meeting was adjourned at 8:20 pm.

Julie Lammers, CMC

Vergas Clerk-Treasurer

VERGAS COUNCIL
PUBLIC HEARING MEETING MINUTES
VERGAS EVENTS CENTER & ZOOM
Wednesday, June 29, 2022

The City Council of Vergas met at 7:00 pm, on Wednesday, June 29, 2022, at the Vergas Event Center and on a Zoom for a hybrid special council meeting with the following members present: Mayor Julie Bruhn, Council Members: Logan Dahlgren, Paul Pinke and Bruce Albright. Absent: Natalie Fischer. Also present: Clerk/Treasurer Julie Lammers, Celeste Koppe, Emily Reno, Marsha Huddleston, David Helgerson and Patrick Hollister.

Mayor Julie Bruhn called the Public Hearing to order and gave a review of comprehensive plan.

A comprehensive plan is an expression of a community's vision for the future and a strategic map to reach that vision. Comprehensive planning is an important tool for cities to guide future development of land to ensure a safe, pleasant, and economical environment for residents to live work and play. The Comprehensive Planning Steering Committee has sought to engage the community's input throughout the planning process by providing information on the city's website, conducting a community wide survey, and by hosting a series of public engagement opportunities. The Steering Committee, Planning Commission and City Staff have worked hard to not only seek public input throughout this process but also to translate local community input into tangible goals and strategies that can be used by both city staff and elected officials to guide the community in the coming years.

Celeste Koppe and Emily Reno reviewed the proposed Comprehensive Plan and Council, and guests were encouraged to discuss the plan. Citizen expressed concerns regarding parking and blocked traffic from train, which are addressed in the comprehensive plan.

The following items will be reviewed before plan is brought to Council for approval:

What was done well:

- 1) The formatting and overall look of the plan is organized in a way that makes sense.
- 2) The Introduction section is a good foundation and overview of the City of Vergas and purpose of a Comprehensive Plan.
- 3) The Process section clearly identifies how community engagement was accomplished.

What could be expanded on or is missing:

- 1) A Vision Statement is missing.
- 2) The Community Profile section is a little lacking in supporting data and could be improved.
- 3) Action sections were left blank in some of the goals as it correlates with the strategies.
- 4) Duplicate Zoning Map has no purpose.
- 5) A Future Land Use Plan Map should be included and is essential for a Comp Plan implementation strategy.
- 6) More detail is needed for Transportation, Utilities, Parks, Community Services, Trails.
- 7) The City of Vergas is subject to the President Theodore Roosevelt Memorial Bill to Preserve Agricultural, Forest, Wildlife and Open Space Land. (Minn. Stat. 462.357).

Adjournment

Meeting was adjourned at 7:50 pm.

Julie Lammers, CMC
Vergas Clerk-Treasurer

AGED BALANCES

CITY OF VERGAS

DATE: 07/11/2022 AUTHOR: VERJL22

CRITERIA: ACCT#: 0 - 999999999 NAME: 0 - Z ZIP: 0 - 0 * includes unbilled transactions

STATUS KEY: N=NORMAL W=NEW C=CUTOFF O=CHARGEOFF I=INACTIVE F=FINAL D=DISABLED R=RENTER L=LANDLORD

Acct#	Stat	Customer	Current	Over 30	Over 60	Over 90	Balance
80	N	PENNEY, JOYCE	\$98.88	\$84.57	\$79.24	\$122.92	\$385.61
230	N	WELDON, BEN &	\$188.99	\$215.54	\$217.22	\$144.06	\$765.81
405	N	HODNEFIELD, PATRICK	\$96.72	\$86.74	\$78.86	\$73.45	\$335.77
502	N	TJ JOHNSON	\$104.34	\$94.26	\$77.42	\$78.65	\$354.67
530	N	DANIEL HOARD	\$92.03	\$83.08	\$74.34	\$67.33	\$316.78
621	N	WOODS, CASSANDRA	\$137.00	\$88.51	\$79.86	\$64.10	\$369.47
3100	N	RUST, TAMMI	\$68.22	\$62.02	\$0.00	\$54.69	\$184.93
Totals(7):			\$786.18	\$714.72	\$606.94	\$605.20	\$2,713.04

American Rescue Plan Funding 2021-2026

Identified Community Need	Source Identifying	Estimated Cost	Priority Ranking	Date Council Approved
Infrastructure: Generators for 1 Water Plant, 1 Fire Hall, 5 lift stations	Emergency Management Mitigation Action Plan			
Infrastructure: Higher grade dehumidifier for the	Utilities	\$2,470.00	1	9/14/2021
Lost Revenue: Event Center track type unit to provide barrier between kitchen & event area.	Event Center Committee	\$8,000		
Infrastructure: Paint Water tower out of these funds to keep water costs down that are passed onto residents.	Residents	\$123,000		
Broadband Infrastructure; IT Support (All computers/ipads)	City	\$2,400.00	3	9/14/2021
Infrastructure: Heaters for Water Plant	Utilities			
Municipal Building Telephone System	General Government	\$2,030.00	5	3/8/2022
It Support - Fire Wall and Microsoft 365	General Government	\$4,373.00	3	9/14/2021
NDSU Landscaping Phase 1 of Long Lake Park	Parks	\$1,250.00	2	1/11/2022
Event Center Floors	Event Center Committee	\$40,000.00		

Income:

9/7/2021	Grant Funds	18,623.80
11/22/2021	Grant Funds	609.88
6/28/2022	Grant Funds	19233.67

Total Income

\$38,467.35

Expenses:

Dehumidifier	Water Plant	2,470.00
Fire Wall	General Government	848.44
Microsoft 365	General Government	1,124.56
Computer Tech. Support	General Government	2,400.00
NDSU Landscaping	Parks	1,250.00

Total Expenses - reported 04/30/2022 report

\$8,093.00

Telephone System	Telephone System	General Government	977.16
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Total Income

\$9,070.16

Total in Fund

\$29,397.19

Total in Fund

*Bold numbers have been submitted to Treasury and cannot be altered.

Next report due 4/30/23 use email address cityofvergas@arvig.net

CITY OF VERGAS
Bill Listing for June 16 to July 11, 2022

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Adobe Reader	All Depts., Computer Program	16.10
City of Vergas	Payroll	4,972.27
Internal Revenue Services	2022 Withholding Tax	1,841.04
Lake Region Electric	Sign, electricity	30.25
MN Dept. of Revenue	Sales Tax	69.00
MN Dept. Revenue	2022 Withholding Tax	242.29
Public Employees Retirement Assoc.	Payroll	1,881.38
US Bank St Paul	MN Go Water and Sewer Rev Bond	870.00
Vergas State Bank	Shazam Card	1.00
Total for bills paid between Council Meetings		<u>\$9,923.33</u>

Date Range : 6/12/2022 To 7/12/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/12/2022	Bruce Albright	Council, Training LMC	45973	\$593.72	100-41110-331-	Council/Town Board	\$593.72
07/12/2022	Arvig Communication Systems	All Depts, phone, fax, security (June & July)	45974	\$1,411.31	609-49751-321-	Liquor Store - Manager - Off-Sale	\$576.90
					100-43010-321-	City Shop	\$124.00
					100-45110-321-	EVENT CENTER	\$184.00
					100-41010-321-	GENERAL GOVERNMENT	\$526.41
07/12/2022	A.S.P. of Moorhead, Inc	Event, Gaurds 6/25/2022	45975	\$189.00	100-45110-300-	EVENT CENTER	\$189.00
07/12/2022	Aramark	Event, towels and rugs	45976	\$220.35	100-45110-210-	EVENT CENTER	\$220.35
07/12/2022	Barefoot Lawns, LLC	PK, Spring Herbicide	45977	\$1,442.81	100-45210-400-	Parks	\$1,442.81
07/12/2022	Julie Bruhn	Mayor, traing LMC	45978	\$181.86	100-41310-331-	Mayor	\$181.86
07/12/2022	Cash	Reimbursed petty cash for Hazarous Waste Rolls	45979	\$24.00	100-42010-210-	PUBLIC SAFETY	\$24.00
07/12/2022	Carlson Timber Products	Playground Material	45980	\$2,500.00	100-45210-210-	Parks	\$2,500.00
07/12/2022	Card Member Service	Street, lg door animal trap Parks, grill & reimbs swimming lessons Event, supplies	45981	\$1,407.07	100-45210-210-	Parks	\$322.11
					100-45210-999-	Parks	\$360.00
					100-43110-210-	Highways, Streets & Roadways	\$105.10
					100-45110-210-	EVENT CENTER	\$125.53
					100-41405-331-	Clerk	\$140.00
					601-49440-210-	Water Utilities - Administration and General	\$177.16

Date Range : 6/12/2022 To 7/12/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					602-49490-210-	Sewer Utilities - Administration and General	\$177.17
07/12/2022	Colonial Life	Employee, insurance employee reimbursed	45982	\$182.24			
					100-41405-999-	Clerk	\$58.12
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$124.12
07/12/2022	Corporate Technologies, LLC	AARP- phones & service Inv #61846, 61847, 61001	45983	\$1,341.16			
					100-41990-999-	Other General Government - CARES	\$364.00
					100-41990-999-	Other General Government - CARES	\$977.16
07/12/2022	Michael DuFrane	St, Parks, Water, Sewer, cell phone	45984	\$75.00			
					100-43110-321-	Highways, Streets & Roadways	\$18.75
					100-45210-321-	Parks	\$18.75
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					602-49490-321-	Sewer Utilities - Administration and General	\$18.75
07/12/2022	Matthew Engebretson	St, Pk, reimbursed cell phone	45985	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
07/12/2022	Dacotah Paper Company	Event, supplies	45986	\$196.34			
					100-45110-210-	EVENT CENTER	\$196.34
07/12/2022	Driveway Service	St, blading and class 5, Parks, beach sand	45987	\$2,647.00			
					100-43110-400-	Highways, Streets & Roadways	\$2,275.00
					100-45210-400-	Parks	\$372.00
07/12/2022	Frazee-Vergas Forum	GG, EDA, Event, legal ads and advertising	45988	\$468.00			
					100-41010-340-	GENERAL GOVERNMENT	\$296.00
					290-41010-340-	GENERAL GOVERNMENT	\$132.00

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					100-45110-340-	EVENT CENTER	\$40.00
07/12/2022	Franklin Fence Company, Inc.	parks, supplies	45989	\$12.35			
					100-45210-220-	Parks	\$12.35
07/12/2022	Blue Cross Blue Shield of Minnesota	Employees Health Insurance Premium, July 2022	45990	\$3,301.23			
					100-41405-131-	Clerk	\$212.15
					601-49440-131-	Water Utilities - Administration and General	\$362.11
					602-49490-131-	Sewer Utilities - Administration and General	\$362.11
					100-43110-131-	Highways, Streets & Roadways	\$362.11
					100-45210-131-	Parks	\$362.11
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$1,640.64
07/12/2022	CDH-Vergas Fire Department	Fire and Rescue, 3rd Quarter contribution	45991	\$2,991.77			
					100-42210-405-	Fire Administration	\$2,991.77
07/12/2022	General Equipment & Supplies, Inc.	St, oil for Loader	45992	\$218.74			
					100-43110-220-	Highways, Streets & Roadways	\$72.91
					100-45210-220-	Parks	\$72.91
					100-43128-220-	YARD WASTE	\$72.92
07/12/2022	Great Plains Natural Gas Company	Event, Shop, utility	45993	\$732.31			
					100-45110-380-	EVENT CENTER	\$448.10
					100-43010-380-	City Shop	\$284.21
07/12/2022	Hansons Plumbing & Heating, Inc.	Event, Park, supplies	45994	\$28.52			
					100-45110-220-	EVENT CENTER	\$3.41
					100-45210-220-	Parks	\$25.11
07/12/2022	Hawkins, Inc	Wtr, chemicals	45995	\$593.70			
					601-49440-218-	Water Utilities - Administration and General	\$593.70

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07/12/2022	Hoffman, Philipp, & Knutson, PLLC	2021 Audit	45996	\$7,500.00			
					609-49751-301-	Liquor Store - Manager - Off-Sale	\$3,375.00
					100-41010-301-	GENERAL GOVERNMENT	\$2,125.00
					601-49440-301-	Water Utilities - Administration and General	\$1,000.00
					602-49490-301-	Sewer Utilities - Administration and General	\$1,000.00
07/12/2022	Julie Lammers	Clerk, cell phone reimbursement, election mileage training	45997	\$98.75			
					100-41405-321-	Clerk	\$25.00
					601-49440-321-	Water Utilities - Administration and General	\$25.00
					602-49490-321-	Sewer Utilities - Administration and General	\$25.00
					100-41410-331-	Elections	\$23.75
07/12/2022	Lakes Area Co-operative	St, operating fuel, water	45998	\$436.83			
					100-43110-210-	Highways, Streets & Roadways	\$277.99
					100-45210-210-	Parks	\$158.84
07/12/2022	KLJ Engineering LLC	Engineering Fees, Townline, Lake Street, Gravel Pit, Keilley Shores, on street parking	45999	\$5,332.80			
					100-43110-303-	Highways, Streets & Roadways	\$5,332.80
07/12/2022	Minnesota Life Insurance Company	Employee Life Ins	46000	\$257.20			
					100-41405-131-	Clerk	\$12.00
					100-43110-131-	Highways, Streets & Roadways	\$48.90
					100-43110-999-	Highways, Streets & Roadways	\$79.80
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$116.50
07/12/2022	Marco Inc	Copier, contract	46001	\$179.66			
					100-41010-200-	GENERAL GOVERNMENT	\$59.88
					601-49440-200-	Water Utilities - Administration and General	\$59.89

Date Range : 6/12/2022 To 7/12/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					602-49490-200-	Sewer Utilities - Administration and General	\$59.89
07/12/2022	Mac's Hardware	Park, supplies	46002	\$138.00	100-45210-220-	Parks	\$138.00
07/12/2022	Madison National Life Ins Co, Inc	Employee short term Insurance	46003	\$203.01	100-45210-130-	Parks	\$10.15
					601-49440-130-	Water Utilities - Administration and General	\$45.68
					602-49490-130-	Sewer Utilities - Administration and General	\$45.68
					100-41405-130-	Clerk	\$10.15
					100-49751-130-	Liquor Store - Manager - Off-Sale	\$81.20
					100-43110-130-	Highways, Streets & Roadways	\$10.15
07/12/2022	MN DEPT OF LABOR AND INDUSTRY	CC, Reg/Boiler & Pressure	46004	\$10.00	100-45110-400-	EVENT CENTER	\$10.00
07/12/2022	Northland Trust Services, Inc	St, \$985,000 General Obligation Improvement Bonds Services Paying Agent Annual Fee and Int	46005	\$13,965.63	412-41010-611-	GENERAL GOVERNMENT	\$13,470.63
					412-41010-620-	GENERAL GOVERNMENT	\$495.00
07/12/2022	Otter Tail Power Company	All depts, utility (2022)	46006	\$2,295.82	100-43160-380-	Street Lighting	\$765.62
					100-45110-380-	EVENT CENTER	\$255.22
					100-43010-380-	City Shop	\$86.28
					100-45210-380-	Parks	\$186.23
					601-49440-380-	Water Utilities - Administration and General	\$378.04
					602-49490-380-	Sewer Utilities - Administration and General	\$624.43
07/12/2022	Olson Oil Co.	St, Parks, operating supplies	46007	\$672.78	100-43110-210-	Highways, Streets & Roadways	\$587.67

Date Range : 6/12/2022 To 7/12/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-45210-210-	Parks	\$85.11
07/12/2022	RMB Environmental Laboratories, Inc	WWTF,Chemicals	46008	\$230.00			
					602-49490-218-	Sewer Utilities - Administration and General	\$230.00
07/12/2022	Kyle Theisen	LS, phone	46009	\$25.00			
					609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
07/12/2022	Sign Solutions	Street and Yard Waste, signs	46010	\$804.74			
					100-43110-210-	Highways, Streets & Roadways	\$804.74
07/12/2022	Steve's Sanitation, Inc.	Parks, Event, garbage pick up	46011	\$317.57			
					100-45110-384-	EVENT CENTER	\$110.62
					100-43110-384-	Highways, Streets & Roadways	\$206.95
07/12/2022	Strata Corporation	Parks, swingset concrete	46012	\$398.90			
					100-45210-530-	Parks	\$398.90
07/12/2022	TEAM LAB	WWTF,supplies	46013	\$490.00			
					602-49490-210-	Sewer Utilities - Administration and General	\$490.00
07/12/2022	St Croix Recreation Fun Playgrounds	Park, swingset	46014	\$4,150.76			
					100-45210-530-	Parks	\$4,150.76
07/12/2022	Thein Well	Water, annual inspection of pumps & wells	46015	\$10,087.97			
					601-49440-210-	Water Utilities - Administration and General	\$10,087.97
07/12/2022	Vergas Liquor Store	Hazardous Waste, water	46016	\$16.00			
					100-42010-210-	PUBLIC SAFETY	\$16.00
07/12/2022	Vergas Hardware	All Depts, supplies	46017	\$428.43			

Date Range : 6/12/2022 To 7/12/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					609-49751-210-	Liquor Store - Manager -	\$18.98
						Off-Sale	
					100-45110-210-	EVENT CENTER	\$34.93
					100-43110-210-	Highways, Streets & Roadways	\$15.99
					100-45210-210-	Parks	\$358.53
Total For Selected Claims				\$68,823.33			\$68,823.33

Bruce E Albright	City Council/Town Board	Date
Julie A Bruhn	City Council/Town Board	Date
Logan M Dahlgren	City Council/Town Board	Date
Natalie K Fischer	City Council/Town Board	Date
Paul Pinke	City Council/Town Board	Date

City of Vergas Liquor Store Checks Paid in June 2022

Vendor	Description	Total
Aramark	Carpet Cleaning	24.45
Absolute Ice		933.55
Artisan Beer Company		914.73
Arvig Communications	Security	443.45
Bergseth Bros		27,315.05
Beverage Wholesalers		5,694.00
Blue Cross Blue Shield of MN	Employee Health Insurance	1,640.64
Breakthru Beverage MN Wine and Spirits		2,450.43
Card Member Services	Supplies	268.73
Cash	Change for safe	400.00
City of Vergas	Payroll	5,316.06
Colonial Life	Employee Ins, reimbursed	159.86
Datamann, Inc		29.00
D-S Beverage		19,498.78
Great Plains Nat Gas	Utility	24.70
Internal Revenue Service	2022 Withholding Tax	1,549.21
Johnson Brothers Liquor Co		5,234.15
Leighton Broadcasting	Advertising	400.00
Merchant Service	Credit Card Fees	1,119.32
MMBA	Membership	600.00
MN Dept. of Revenue	Sales Tax	6,633.01
MN Dept. Revenue	2022 Withholding Tax	200.43
Otter Tail Power	Utility	441.40
Phillips Wine & Spirits		7,821.45
Public Employees Retirement Assoc.	Payroll	960.08
Southern Wine & Spirits of MN		2,572.18
Steve's Sanitation	Garbage, 1 year	464.32
Theisen, Kyle	Reimbursed Cell phone	25.00
Vergas Community Club	Looney Days Shirts	120.00
Vergas Hardware	Supplies	3.49
Viking Coca-Cola Bottling Co		883.80
Vinocopia		847.34
Wine Merchants		217.75
	Total	95,206.36
	June Receipts	103,289.39
June Balance		<u>\$8,083.03</u>
	May Operating Income (Loss)	<u>(\$11,665.97)</u>
2022 Total Operating Income (Loss)		<u>(\$3,582.94)</u>

General Fund/Special Revenue Money Market Account

	2022 Balance	Interest	2022 Interest	2022 Purchased	2022 sold	5/31/2022 Balance
City Shop	3,043.22	3.24%	1.50			3,044.72
Easements	5,215.99	5.56%	2.56			5,218.55
Event Center	1,953.47	2.08%	0.96			1,954.43
General	10,463.93	11.15%	5.15			10,469.08
Park	14,110.62	15.03%	6.94			14,117.56
Sand Seal (Seal Coating)	23,867.92	25.42%	11.74			23,879.66
Sidewalk	11,862.83	12.64%	5.83			11,868.66
Street Improvements/Equipment	23,359.83	24.88%	11.49			23,371.32
Balance	\$93,877.81	100.00%	\$46.16	\$0.00	\$0.00	93,923.97 ***

***Committed total should not drop below \$110,000 or be above \$165,000 at the end of the year.

West Central Initiative
Vergas Community Fund
Balance Sheet
31-May-22

	General Fund	Event Center Fund	Trails, Parks and Recreation Fund	Veteran's Memorial Fund	Economic Development Fund	Total
ASSETS:						
Wells Fargo US Govt 1	\$123.92	\$580.76	\$21,199.53	\$52,483.17	\$15,148.37	\$89,535.75
Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Allowance for Unconditional Pledges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Pledge Discount To Present Value	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Receivable Due	\$0.00	\$0.00	\$40.82	\$0.00	\$0.00	\$40.82
Total Assets	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57
LIABILITIES:						
Payable To	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
Grants Payable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$0.00	\$0.00	\$1.05	\$0.25	\$0.00	\$1.30
FUND BALANCES	\$123.92	\$580.76	\$21,239.30	\$52,482.92	\$15,148.37	\$89,575.27
TOTAL LIABILITIES & FUND BALANCES	\$123.92	\$580.76	\$21,240.35	\$52,483.17	\$15,148.37	\$89,576.57

City of Vergas
Investment Schedule
2022

	<u>Account Number</u>	<u>12/31/21</u>	<u>Purchase</u>	<u>Sold</u>	<u>Interest Earned</u>	<u>06/30/22</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
General Fund	325657	93,877.81	0.00	0.00	46.16	93,923.97	0.10	MMDA
Street Debt Service 2006	19919	10,013.55	0.00	10,036.27	22.72	(0.00)		Sold
Sewer Reserve	19753	26,790.22	0.00	0.00	66.79	26,857.01	0.40	12/27/2023
Sewer and Water Debt Service	19759	37,265.06	0.00	0.00	65.75	37,330.81	0.35	7/17/2022
Liquor Fund	20097	71,290.10	0.00	0.00	88.87	71,378.97	0.25	12/9/2022
Totals		239,236.74	0.00	10,036.27	290.29	229,490.76		

City of Vergas
Bond Schedule
2022

<u>Title</u>	<u>Purchase Date</u>	<u>Beg. Balance</u>	<u>Sold Date</u>	<u>Interest Rate</u>	<u>Bank</u>	<u>Maturity Date</u>	<u>Balance 12/31/2021</u>	<u>Interest Due 12/31/2022</u>	<u>Total Due 12/31/2021</u>
General Obligation Improvement Refunding Bonds, Series 2015A	12/15/2015	\$299,000.00		2.43%	Vergas State	2/1/27	278,315.75	33,263.00	252,315.75
2009 Gen. Obligation Water/Sewer Refunding Bonds	6/9/2009	\$475,000.00		4.09%	US Bank N.A.	1/1/23	187,150.00	83,352.50	270,502.50
General Obligation Improvement Refunding Bonds, Series 2019A	6/11/2019	\$985,000.00		3.10%	Northland Trust	2/1/40	1,351,645.72	352,715.09	1,311,645.72
General Obligation Water Revenue Note, Series 2022A	2/1/2022	\$132,000.00		2.00%	State Bank	2/1/32	146,920.00	14,920.00	146,920.00
Total		\$1,891,000.00							1,834,463.97

Non-Current 2022 Dog Licenses

NAME	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP	Mailed
Anthony Boyd	361 S. UNIT AVE	PO Box 141	Vergas	MN	56587	5/23/2022
James Endersby	415 S. UNIT AVE	PO Box 65	Vergas	MN	56587	5/23/2022
Patrick Hodnefield	441 S. PELICAN AVE		Vergas	MN	56587	5/23/2022
Tony License	350 S. PELICAN AVE	PO Box 82	Vergas	MN	56587	5/23/2022
Christine Lundblad	306 1st AVE N.		Vergas	MN	56587	5/23/2022
Cathy & Clifford Moe	235 E. FRAZEE AVE	PO Box 242	Vergas	MN	56587	5/23/2022
Rachel Nustad	151 E. LINDEN ST		Vergas	MN	56587	5/23/2022
Shelby Olson	131 E. MILL ST		Vergas	MN	56587	5/23/2022
Joyce Penney	120 E. ELM ST	PO Box 161	Vergas	MN	56587	5/23/2022

**City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022**

7. 2021 Audit Report

Files Attached

- Audit Report - City of Vergas - 12.31.21.pdf

**CITY OF VERGAS
VERGAS, MINNESOTA**

YEAR ENDED DECEMBER 31, 2021



Hoffman, Philipp, & Martell, PLLC

**CITY OF VERGAS
VERGAS, MINNESOTA**

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**CITY OF VERGAS
VERGAS, MINNESOTA**

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INTRODUCTORY SECTION

**CITY OF VERGAS
VERGAS, MINNESOTA**

**ORGANIZATION SCHEDULE
DECEMBER 31, 2021**

<u>City Council</u>	<u>Position</u>	<u>Term Expires</u>
Elected		
Julie Bruhn	Mayor	December 31, 2022
Bruce Albright	Councilmember	December 31, 2024
Logan Dahlgren	Councilmember	December 31, 2022
Natalie Fischer	Councilmember	December 31, 2024
Paul Pinke	Councilmember	December 31, 2022
Appointed		
Julie Lammers	Clerk-Treasurer	Indefinite

FINANCIAL SECTION

Colleen Hoffman, Director
Crystelle Philipp, CPA
Marit Martell, CPA



Hoffman, Philipp, & Martell, PLLC

1541 Highway 59 South | Thief River Falls, MN 56701 | Phone: 218-681-4078 | choffman@hpmaudit.com

INDEPENDENT AUDITOR'S REPORT

City Council
City of Vergas

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the City of Vergas, Minnesota, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City of Vergas's basic financial statements as listed in the table of contents.

Qualified Opinion

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinion on Governmental Activities" paragraph, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the City of Vergas, as of December 31, 2021, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Unmodified Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of the City of Vergas, Minnesota, as of December 31, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Qualified Opinion on Governmental Activities

Management has not adopted the provisions of Governmental Accounting Standards Board Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* for the Fire Relief Association. Accounting principles generally accepted in the United States of America require that GASB Statement No. 68 be adopted for governmental activities, including Fire Relief Associations. The amount by which this departure would affect the assets, net position, and revenues of the governmental activities has not been determined.

Basis for Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Vergas and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events that raise substantial doubt about the City of Vergas's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that individually they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Vergas's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used in the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events considered that raise substantial doubt about the City of Vergas's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified in our audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and the budgetary comparison information on pages 46-47, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory section and other schedules, as listed in the table of contents, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

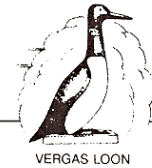
Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 22, 2022 on our consideration of the City of Vergas's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Vergas's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Vergas's internal control over financial reporting and compliance.



Hoffman, Philipp, & Martell, PLLC
June 22, 2022

City of Vergas



Minnesota's State Bird

MANAGEMENT'S DISCUSSION AND ANALYSIS

(Unaudited)

The management of the City of Vergas offers readers of the City's Financial Statements this narrative overview and analysis of the financial activities of the City of Vergas for the fiscal year ended December 31, 2021. The Management's Discussion and Analysis provides comparisons with the previous year and is designed to focus on the current year's activities, resulting changes, and currently known facts, and should be read in conjunction with the City's basic financial statements that follow this section.

FINANCIAL HIGHLIGHTS

The total net position of governmental activities is \$2,158,312, of which \$992,220 is the net investment in capital assets, \$320,626 is restricted for debt service and economic development, and \$845,466 is unrestricted. The total net position of governmental activities increased by \$220,573 for the year ended December 31, 2021. This is attributed primarily to the delay of large projects pending completion of the Comprehensive Plan.

The total net position of business-type activities is \$1,543,633, of which \$1,189,296 is the net investment in capital assets, and \$354,337 is unrestricted. The total net position of business-type activities increased by \$33,088 in 2021, primarily as a result of positive operating income in all three funds, and an adjustment for prior year overstated accounts payable.

At the close of 2021, the City's governmental funds reported combined ending fund balances of \$602,123, an increase of \$157,644 over the prior year. Of the total fund balance amount, \$320,626 is legally or contractually restricted, \$110,767 is formally committed for specific purposes, and \$170,730 is noted as the unassigned fund balance in the General Fund. Maintaining an adequate fund balance is necessary to provide City services throughout the year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances. These statements include all assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector businesses. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The *Statement of Net Position* presents information on all of the City's assets and deferred outflows of resources, and liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *Statement of Activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

In the *Statement of Net Position* and the *Statement of Activities*, we divide the City into two kinds of activities:

- **Governmental activities**—Most of the City's basic services are reported here, including general government, public safety, highways and streets, sanitation, culture and recreation, and economic development. Property taxes and intergovernmental revenues finance most of these activities.
- **Business-type activities**—The City charges fees to cover the costs of certain services it provides. Included here are the operations of the liquor store and the utilities – sewer and water.

The government-wide financial statements can be found as Exhibits 1 and 2 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Vergas, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

Governmental Funds Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, fund-level financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's short-term financing decisions. Both the *Balance Sheet – Governmental Funds* and the *Statement of Revenues, Expenditures, and Changes in Fund Balances – Governmental Funds* provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

The City reports three governmental fund types: General, Special Revenue, and Debt Service. Information is presented separately in the *Governmental Funds Balance Sheet* and in the *Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances* for the General Fund, the 2006 Street Project Debt Service Fund, and the 2019 Street Project Debt Service Fund, all of which are considered to be major funds. Data for the Nonmajor Vergas EDA Special Revenue Fund is also presented with the major funds.

The City of Vergas adopts an annual budget for its General Fund. A *Budgetary Comparison Schedule* has been provided for this fund to demonstrate compliance with its budget.

Proprietary Funds The City of Vergas maintains three proprietary funds. 1) The Liquor Enterprise Fund is used to account for the City's liquor store. Financing is provided through the liquor store's sale of off-sale liquor. 2) The Sewer Enterprise Fund is used to account for the operations of the City's sewer system.

Financing is provided by charges to residents for services. 3) The Water Enterprise Fund is used to account for the operations of the City's water system. Financing is provided by charges to residents for services. Proprietary funds provide the same type of information as the government-wide financial statements, and are included in the *Statement of Net Position* and the *Statement of Activities* as business-type activities. All of the enterprise funds are considered to be major funds.

Notes to the Financial Statements

The Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The Notes to the Financial Statements can be found beginning on page 25 of this report.

Other information—In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information*. The City also provides other information including a *Schedule of Intergovernmental Revenue*.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Over time, net position serves as a useful indicator of the City's financial position. The City's assets exceeded liabilities by \$3,701,945 at the close of 2021. The largest portion of the City's net position (approximately 59 percent) reflects its net investment in capital assets (i.e., land, construction in progress, infrastructure, buildings and improvements, and machinery and equipment). It should be noted that this amount is not available for future spending. Approximately 12 percent of the City's net position is restricted for debt service and economic development, and 29 percent of the City's net position is unrestricted. The unrestricted net position amount of \$1,073,182 as of December 31, 2021, may be used to meet the City's ongoing obligations to citizens.

The City's overall financial position increased from last year. Total assets increased by \$50,608, and total liabilities decreased by \$240,838 from the prior year. Deferred outflows related to pensions increased by \$75,853, and deferred inflows of resources related to pensions increased by \$113,638, resulting in an increased net position of \$253,661 from the prior year. This increase was primarily due to capital grants and contributions used to purchase capital and infrastructure.

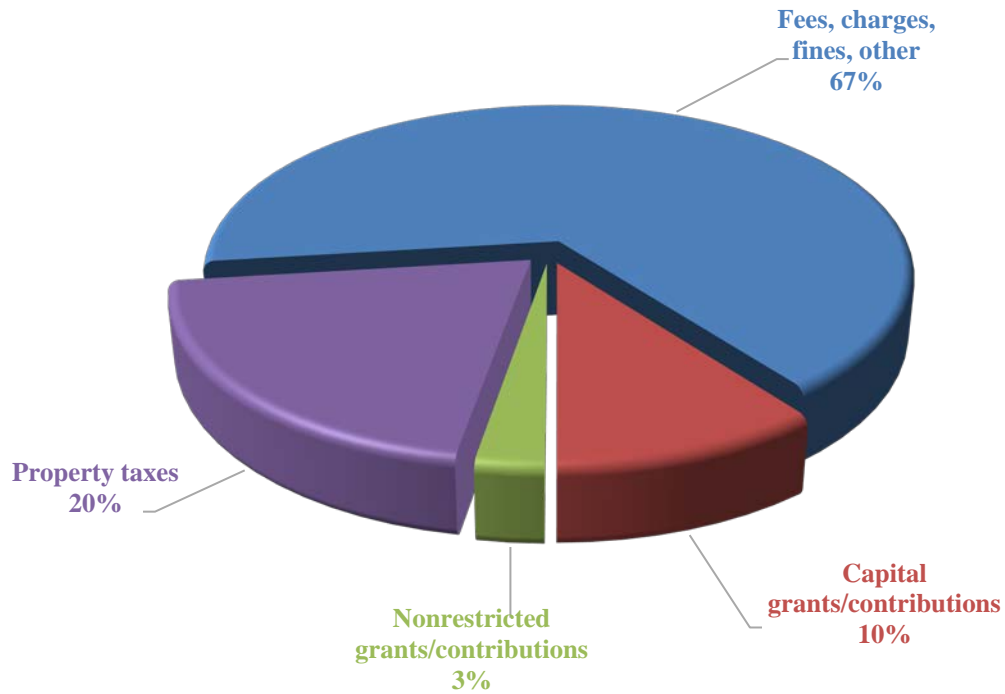
NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Current and other assets	\$ 1,183,100	\$ 1,050,735	\$ 470,156	\$ 457,719	\$ 1,653,256	\$ 1,508,454
Capital assets	2,108,220	2,146,203	1,229,296	1,285,507	3,337,516	3,431,710
Total assets	\$ 3,291,320	\$ 3,196,938	\$ 1,699,452	\$ 1,743,226	\$ 4,990,772	\$ 4,940,164
Deferred outflows - pensions	\$ 34,534	\$ 10,261	\$ 73,386	\$ 21,806	\$ 107,920	\$ 32,067
Other liabilities	\$ 15,932	\$ 10,700	\$ 12,444	\$ 47,554	\$ 28,376	\$ 58,254
Long-term liabilities outstanding	1,112,185	1,255,699	132,982	200,428	1,245,167	1,456,127
Total liabilities	\$ 1,128,117	\$ 1,266,399	\$ 145,426	\$ 247,982	\$ 1,273,543	\$ 1,514,381
Deferred inflows - pensions	\$ 39,425	\$ 3,061	\$ 83,779	\$ 6,505	\$ 123,204	\$ 9,566
Net position						
Net investment in capital assets	\$ 992,220	\$ 872,732	\$ 1,189,296	\$ 1,205,508	\$ 2,181,516	\$ 2,078,240
Restricted	320,626	156,328	-	-	320,626	156,328
Unrestricted	845,466	908,679	354,337	305,037	1,199,803	1,213,716
Total net position	\$ 2,158,312	\$ 1,937,739	\$ 1,543,633	\$ 1,510,545	\$ 3,701,945	\$ 3,448,284

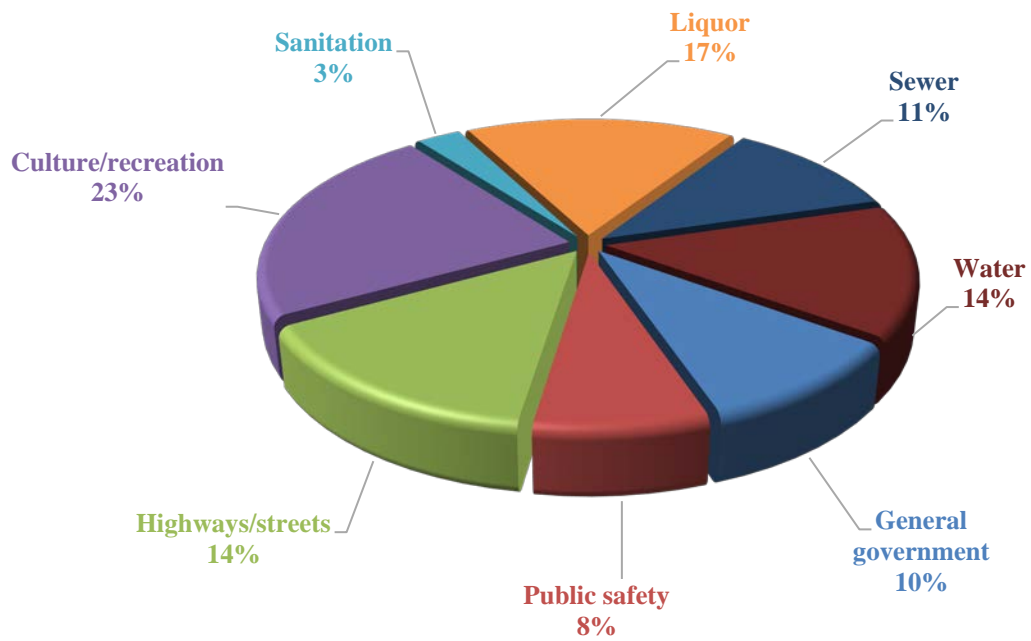
CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Revenues						
Program Revenues						
Fees, charges, fines and other	\$ 131,182	\$ 189,064	\$ 955,554	\$ 932,460	\$ 1,086,736	\$ 1,121,524
Operating grants and contributions	57,645	258,220	1,464	2,214	59,109	260,434
Capital grants and contributions	151,073	82,224	-	-	151,073	82,224
General Revenues and Transfers						
Property taxes	295,447	249,477	-	-	295,447	249,477
Grants and contributions not restricted to specific programs	38,289	42,212	-	-	38,289	42,212
Investment earnings	1,130	377	530	1,472	1,660	1,849
Insurance dividends	7,706	2,946	2,208	2,723	9,914	5,669
Transfers	60,000	24,797	(60,000)	(24,797)	-	-
Total revenues	\$ 742,472	\$ 849,317	\$ 899,756	\$ 914,072	\$ 1,642,228	\$ 1,763,389
Expenses						
General government	\$ 82,390	\$ 83,837	\$ -	\$ -	\$ 82,390	\$ 83,837
Public safety	64,958	34,842	-	-	64,958	34,842
Highways and streets	122,536	100,675	-	-	122,536	100,675
Sanitation	23,140	21,107	-	-	23,140	21,107
Culture and recreation	191,333	102,107	-	-	191,333	102,107
Economic development	3,181	12,702	-	-	3,181	12,702
Interest	34,361	39,332	-	-	34,361	39,332
Liquor	-	-	665,852	654,078	665,852	654,078
Sewer	-	-	94,630	103,184	94,630	103,184
Water	-	-	123,468	111,210	123,468	111,210
Total expenses	\$ 521,899	\$ 394,602	\$ 883,950	\$ 868,472	\$ 1,405,849	\$ 1,263,074
Increase (decrease) in net position	\$ 220,573	\$ 454,715	\$ 15,806	\$ 45,600	\$ 236,379	\$ 500,315
Net position, January 1	1,937,739	1,483,024	1,510,545	1,464,945	3,448,284	2,947,969
Prior period adjustment	-	-	17,282	-	17,282	-
Net position, January 1, as restated	\$ 1,937,739	\$ 1,483,024	\$ 1,527,827	\$ 1,464,945	\$ 3,465,566	\$ 2,947,969
Net position, December 31	\$ 2,158,312	\$ 1,937,739	\$ 1,543,633	\$ 1,510,545	\$ 3,701,945	\$ 3,448,284

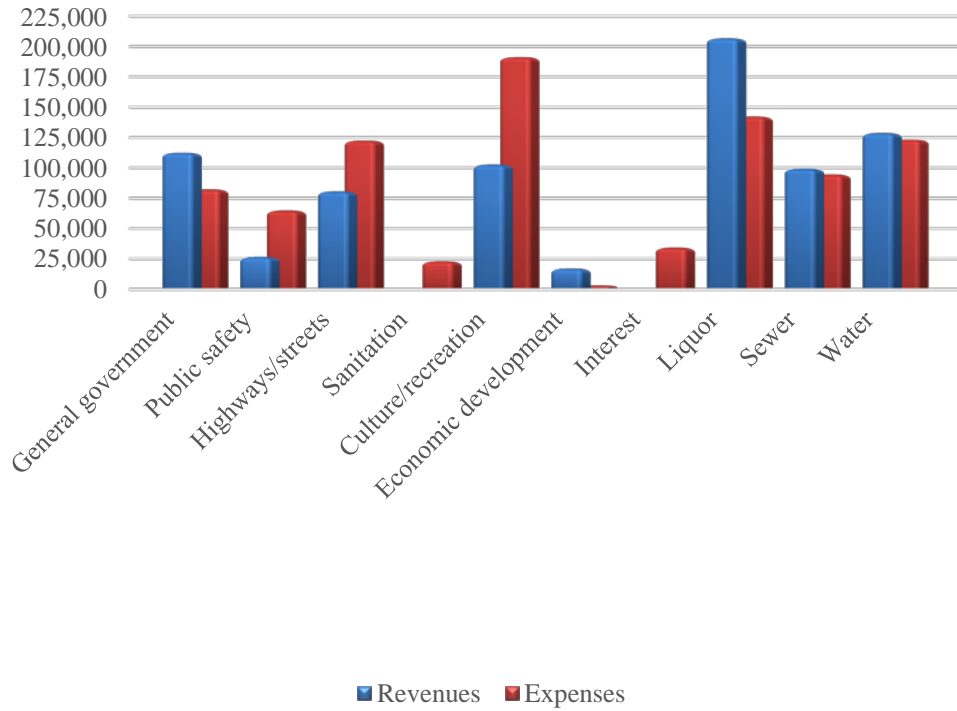
Revenues by Source



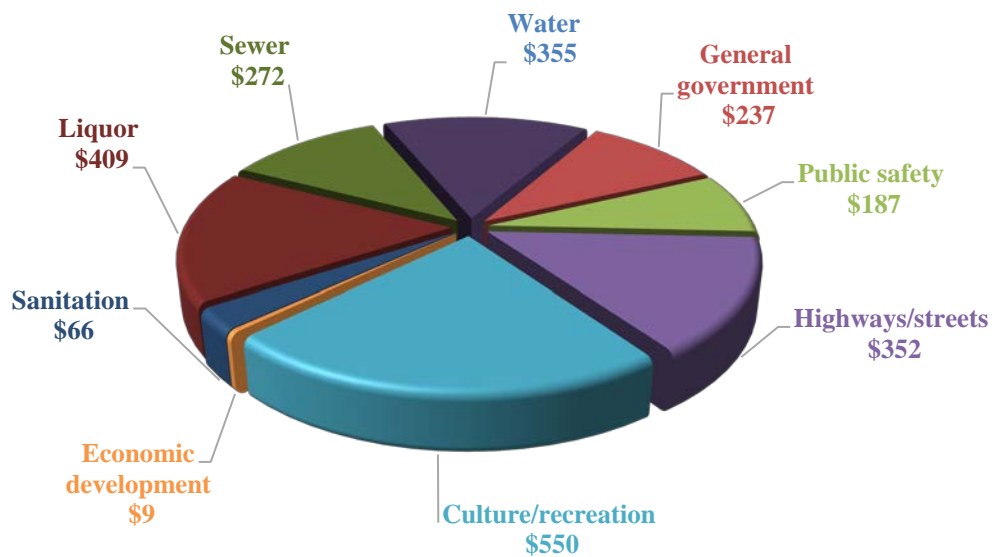
Expenses by Function



Program Revenues & Expenditures



Expenditures Per Capita 348 Population as of 2021



FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements, with a focus on short-term inflows, outflows, and balances of spendable resources. In particular, unrestricted fund balance may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

Governmental Funds

At the end of 2021, the City's governmental funds reported combined ending fund balances of \$602,123. 53 percent constitutes the restricted fund balance, 19 percent constitutes formally committed fund balance, and 28 percent constitutes unassigned fund balance.

The General Fund is the operating fund of the City. At the end of the current fiscal year, the General Fund's total fund balance was \$281,756. The General Fund's restricted fund balance was \$17,148, the committed fund balance was \$93,878, and the unassigned fund balance was \$170,730. As a measure of the General Fund's liquidity, it is useful to compare total fund balance to total fund expenditures for 2021. Total fund balance represents 35 percent of total General Fund expenditures.

In 2021, the fund balance amount in the General Fund increased by \$101,839, primarily as a result of the receipt of Small Cities Assistance and postponement of budgeted capital outlay.

The fund balance of the 2006 Street Project Debt Service Fund decreased by \$7,785 from the prior year, primarily as a result of payments on debt.

The fund balance of the 2019 Street Project Debt Service Fund increased by \$48,071, primarily as a result of taxes and special assessments collected in excess of current year debt payments.

The fund balance of the nonmajor Vergas Economic Development Authority (EDA) Special Revenue Fund increased by \$15,519, primarily as a result of grants from the West Central Initiative Fund for the pickleball courts.

Proprietary Funds

The Liquor Enterprise Fund reported an operating income in 2021 of \$62,943, resulting from profits from sales in excess of expenses.

In 2021, the Sewer Enterprise Fund reported an operating income of \$6,727, and the Water Enterprise Fund reported an operating income of \$6,389, indicating they are collecting for services at a rate exceeding cost.

GENERAL FUND BUDGETARY HIGHLIGHTS

The City of Vergas had no budgetary amendments in 2021.

Actual revenues were more than overall final budgeted revenues by \$143,327, with the largest positive variances in intergovernmental and miscellaneous. Actual expenditures were more than overall final budgeted expenditures by \$63,488, with the largest negative variances in general government, public safety, culture and recreation, and debt service.

CAPITAL ASSETS AND LONG-TERM DEBT

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of December 31, 2021, amounted to \$3,337,516 (net of accumulated depreciation). The total decrease in the City's investment in capital assets for the current fiscal year was approximately 3 percent. This decrease was primarily due to depreciation expense.

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Land	\$ 94,238	\$ 94,238	\$ -	\$ -	\$ 94,238	\$ 94,238
Construction in progress	-	55,346	-	-	-	55,346
Infrastructure	1,802,447	1,843,301	878,117	917,915	2,680,564	2,761,216
Buildings and improvements	97,082	40,042	318,921	334,308	416,003	374,350
Machinery and equipment	114,453	113,276	32,258	33,284	146,711	146,560
Total capital assets	<u>\$ 2,108,220</u>	<u>\$ 2,146,203</u>	<u>\$ 1,229,296</u>	<u>\$ 1,285,507</u>	<u>\$ 3,337,516</u>	<u>\$ 3,431,710</u>

Additional information on the City's capital assets can be found in the notes to the financial statements.

Long-Term Debt

At the end of the current fiscal year, the City had total debt outstanding of \$1,155,525 which is backed by the full faith and credit of the government.

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
General Obligation Improvement Refunding Bonds of 2015	\$ 171,000	\$ 198,000	\$ -	\$ -	\$ 171,000	\$ 198,000
General Obligation Improvement Bonds, Series 2019A	945,000	985,000	-	-	945,000	985,000
General Obligation Water and Sewer Revenue Refunding Bonds, Series 2009, net of bond discount	-	-	39,525	39,050	39,525	39,050
Capital Equipment Notes of 2017	-	35,125	-	-	-	35,125
	<u>\$ 1,116,000</u>	<u>\$ 1,218,125</u>	<u>\$ 39,525</u>	<u>\$ 39,050</u>	<u>\$ 1,155,525</u>	<u>\$ 1,257,175</u>

Minnesota Statutes limit the amount of debt that the City may have to three percent of its total market value, excluding revenue bonds. At the end of 2021, overall debt of the City is below the three percent debt limit.

Additional information on the City's long-term debt can be found in the notes to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

- The City depends on financial resources flowing from, or associated with, both the Federal Government and the State of Minnesota. Because of this dependency, the City is subject to changes in specific flows of intergovernmental revenues based on modifications to Federal and State laws and

Federal and State appropriations. It is also subject to changes in investment earnings and asset values associated with U.S. Treasury Securities because of actions by foreign governments and other holders of publicly held U.S. Treasury Securities.

- The City is adjusting to the ongoing impacts of the worldwide Coronavirus pandemic. The American Rescue Plan (ARP) funding was passed by Congress into law on March 11, 2021. The City has budgeted to use the ARP funds to respond to public health emergency needs, serve the hardest hit communities and address inequities, address negative economic impacts, and improve access to water and broadband infrastructure.
- Specific unemployment statistics for the City of Vergas are not available. However, according to the Minnesota Department of Employment & Economic Development, the unemployment rate for Otter Tail County was 3.3 percent as of December 31, 2021. This is higher than the statewide rate of 2.6 percent and lower than the national average rate of 3.7 percent.
- The 2021 population of Vergas according to the League of Minnesota Cities was 348, an increase of 33 since the 2020 census of 315.
- On December 14, 2021, the City of Vergas set its 2022 revenue and expenditure budgets.

REQUESTS FOR INFORMATION

This annual financial report is designed to provide a general overview of the City of Vergas for all those with an interest in the City's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the City of Vergas Clerk-Treasurer, City Hall, P.O. Box 32, Vergas, Minnesota 56587.

BASIC FINANCIAL STATEMENTS

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 1

**STATEMENT OF NET POSITION
DECEMBER 31, 2021**

	Governmental Activities	Business-type Activities	Total
<u>Assets</u>			
Cash and pooled investments	\$ 461,382	\$ 93,631	\$ 555,013
Investments	103,892	135,345	239,237
Taxes receivable			
Current	995	-	995
Prior	9,901	-	9,901
Special assessments receivable			
Current	518	28	546
Prior	48,271	128	48,399
Accounts receivable	1,510	6,395	7,905
Due from other governments	45,735	-	45,735
Internal balances	4,023	(4,023)	-
Inventory	-	222,816	222,816
Special assessments receivable - noncurrent	506,873	15,836	522,709
Capital assets			
Non-depreciable	94,238	-	94,238
Depreciable - net of accumulated depreciation	2,013,982	1,229,296	3,243,278
Total Assets	\$ 3,291,320	\$ 1,699,452	\$ 4,990,772
<u>Deferred Outflows of Resources</u>			
Related to pensions	\$ 34,534	\$ 73,386	\$ 107,920
Total Deferred Outflows of Resources	\$ 34,534	\$ 73,386	\$ 107,920
<u>Liabilities</u>			
Accounts payable	\$ 11,580	\$ 1,818	\$ 13,398
Salaries payable	4,352	5,934	10,286
Due to other governments	-	4,692	4,692
Long-term liabilities			
Due within one year	66,298	40,769	107,067
Due in more than one year	1,032,613	2,192	1,034,805
Net pension liability	13,274	90,021	103,295
Total Liabilities	\$ 1,128,117	\$ 145,426	\$ 1,273,543
<u>Deferred Inflows of Resources</u>			
Related to pensions	\$ 39,425	\$ 83,779	\$ 123,204
Total Deferred Inflows of Resources	\$ 39,425	\$ 83,779	\$ 123,204
<u>Net Position</u>			
Net investment in capital assets	\$ 992,220	\$ 1,189,296	\$ 2,181,516
Amounts restricted for debt service	303,478	-	303,478
Amounts restricted for economic development	17,148	-	17,148
Unrestricted amounts	845,466	354,337	1,199,803
Total Net Position	\$ 2,158,312	\$ 1,543,633	\$ 3,701,945

**CITY OF VERGAS
VERGAS, MINNESOTA**

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2021**

		Program Revenues	
		Fees, Charges, Fines and Other	Operating Grants and Contributions
	Expenses		
<u>Functions/Programs</u>			
Governmental activities			
General government	\$ 82,390	\$ 84,933	\$ 8,353
Public safety	64,958	-	26,718
Highways and streets	122,536	15,728	22,574
Sanitation	23,140	-	-
Culture and recreation	191,333	30,521	-
Economic development	3,181	-	-
Interest	34,361	-	-
Total governmental activities	\$ 521,899	\$ 131,182	\$ 57,645
Business-type activities			
Liquor	\$ 665,852	\$ 728,795	\$ -
Sewer	94,630	98,684	733
Water	123,468	128,075	731
Total business-type activities	\$ 883,950	\$ 955,554	\$ 1,464
Total	\$ 1,405,849	\$ 1,086,736	\$ 59,109

General revenues and transfers

Property taxes
Grants and contributions not restricted to specific programs
Investment earnings
Insurance dividends
Transfers

Total general revenues and transfers

Change in Net Position

Net Position - January 1, as previously reported

Prior period adjustment

Net Position - January 1, as restated

Net Position - December 31

EXHIBIT 2

Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position		
	Governmental Activities	Business-type Activities	Total
\$ 19,234	\$ 30,130	\$ -	\$ 30,130
-	(38,240)	-	(38,240)
42,386	(41,848)	-	(41,848)
-	(23,140)	-	(23,140)
72,305	(88,507)	-	(88,507)
17,148	13,967	-	13,967
-	(34,361)	-	(34,361)
\$ 151,073	\$ (181,999)	\$ -	\$ (181,999)
\$ -	\$ -	\$ 62,943	\$ 62,943
-	-	4,787	4,787
-	-	5,338	5,338
\$ -	\$ -	\$ 73,068	\$ 73,068
\$ 151,073	\$ (181,999)	\$ 73,068	\$ (108,931)
	\$ 295,447	\$ -	\$ 295,447
	38,289	-	38,289
	1,130	530	1,660
	7,706	2,208	9,914
	60,000	(60,000)	-
	\$ 402,572	\$ (57,262)	\$ 345,310
	\$ 220,573	\$ 15,806	\$ 236,379
	\$ 1,937,739	\$ 1,510,545	\$ 3,448,284
	-	17,282	17,282
	\$ 1,937,739	\$ 1,527,827	\$ 3,465,566
	\$ 2,158,312	\$ 1,543,633	\$ 3,701,945

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 3

**BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2021**

	General Fund	2006 Street Project Debt Service	2019 Street Project Debt Service	Nonmajor Vergas EDA Special Revenue	Total Governmental Funds
<u>Assets</u>					
Cash and pooled investments	\$ 68,501	\$ 198,089	\$ 177,903	\$ 16,889	\$ 461,382
Investments	93,878	10,014	-	-	103,892
Taxes receivable					
Current	814	42	139	-	995
Prior	8,079	505	1,317	-	9,901
Special assessments receivable					
Current	-	319	199	-	518
Prior	-	1,450	46,821	-	48,271
Accounts receivable	1,510	-	-	-	1,510
Due from other funds	126,621	8,738	34,656	-	170,015
Due from other governments	45,735	-	-	-	45,735
Special assessments receivable - noncurrent	-	38,181	468,692	-	506,873
Total Assets	\$ 345,138	\$ 257,338	\$ 729,727	\$ 16,889	\$ 1,349,092
<u>Liabilities, Deferred Inflows of Resources and Fund Balances</u>					
Liabilities					
Accounts payable	\$ 11,580	\$ -	\$ -	\$ -	\$ 11,580
Salaries payable	4,352	-	-	-	4,352
Due to other funds	39,371	126,621	-	-	165,992
Total Liabilities	\$ 55,303	\$ 126,621	\$ -	\$ -	\$ 181,924
Deferred Inflows of Resources					
Taxes	\$ 8,079	\$ 505	\$ 1,317	\$ -	\$ 9,901
Special assessments	-	39,631	515,513	-	555,144
Total Deferred Inflows of Resources	\$ 8,079	\$ 40,136	\$ 516,830	\$ -	\$ 565,045
Fund Balances					
Restricted for debt service					
Debt service	\$ -	\$ 90,581	\$ 212,897	\$ -	\$ 303,478
Small cities development	17,148	-	-	-	17,148
Committed to					
City shop	3,043	-	-	-	3,043
Easement	5,216	-	-	-	5,216
Economic development	-	-	-	16,889	16,889
Event Center	1,953	-	-	-	1,953
Parks	14,111	-	-	-	14,111
Recreation programs	10,464	-	-	-	10,464
Sand seal	23,868	-	-	-	23,868
Sidewalk improvements	11,863	-	-	-	11,863
Street improvements	23,360	-	-	-	23,360
Unassigned	170,730	-	-	-	170,730
Total Fund Balances	\$ 281,756	\$ 90,581	\$ 212,897	\$ 16,889	\$ 602,123
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 345,138	\$ 257,338	\$ 729,727	\$ 16,889	\$ 1,349,092

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 4

**RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET TO
THE STATEMENT OF NET POSITION--GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2021**

Fund balances - total governmental funds (Exhibit 3)	\$ 602,123
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Amounts reported for governmental activities in the
Statement of Net Position are different because:

Capital assets, net of accumulated depreciation, used in governmental activities are not financial resources and, therefore, are not reported in the governmental funds.	2,108,220
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Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the governmental funds.	565,045
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Long-term liabilities are not due and payable in the current period and,
therefore, are not reported in the governmental funds.

Compensated absences payable	\$ (1,001)	
General obligation bonds payable	(1,116,000)	
Unamortized discount on bonds payable	18,090	(1,098,911)

Net pension asset, net pension liability and related inflows/outflows of resources
represent the allocation of the pension obligations of the statewide plans to the City.
Such balances are not reported in the governmental funds:

Net pension liability	\$ (13,274)	
Deferred outflows related to pensions	34,534	
Deferred inflows related to pensions	(39,425)	(18,165)

Net position of governmental activities (Exhibit 1)	\$ <u>2,158,312</u>
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**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 5

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2021**

	General Fund	2006 Street Project Debt Service	2019 Street Project Debt Service	Nonmajor Vergas EDA Special Revenue	Total Governmental Funds
Revenues					
Property taxes	\$ 227,741	\$ 14,010	\$ 50,270	\$ -	\$ 292,021
Special assessments	-	9,706	66,617	-	76,323
Licenses and permits	31,198	-	-	-	31,198
Intergovernmental	122,543	-	-	72,055	194,598
Charges for services	882	-	-	-	882
Gifts and contributions	8,353	-	-	250	8,603
Investment earnings	1,038	92	-	-	1,130
Miscellaneous	108,123	-	-	-	108,123
Total Revenues	\$ 499,878	\$ 23,808	\$ 116,887	\$ 72,305	\$ 712,878
Expenditures					
Current					
General government	\$ 103,976	\$ -	\$ -	\$ -	\$ 103,976
Public safety	64,001	-	-	-	64,001
Highways and streets	86,380	-	-	-	86,380
Sanitation	13,867	-	-	-	13,867
Culture and recreation	109,622	-	-	66,605	176,227
Economic development	-	-	-	3,181	3,181
Total Current	\$ 377,846	\$ -	\$ -	\$ 69,786	\$ 447,632
Debt service					
Principal retirement	\$ 35,125	\$ 27,000	\$ 40,000	\$ -	\$ 102,125
Interest	-	4,593	28,816	-	33,409
Total Debt service	\$ 35,125	\$ 31,593	\$ 68,816	\$ -	\$ 135,534
Capital outlay					
General government	\$ 11,335	\$ -	\$ -	\$ -	\$ 11,335
Highways and streets	14,355	-	-	-	14,355
Culture and recreation	6,378	-	-	-	6,378
Total Capital outlay	\$ 32,068	\$ -	\$ -	\$ -	\$ 32,068
Total Expenditures	\$ 445,039	\$ 31,593	\$ 68,816	\$ 69,786	\$ 615,234
Excess of Revenues Over (Under) Expenditures	\$ 54,839	\$ (7,785)	\$ 48,071	\$ 2,519	\$ 97,644
Other Financing Sources (Uses)					
Transfers in	\$ 60,000	\$ -	\$ -	\$ 13,000	\$ 73,000
Transfers out	(13,000)	-	-	-	(13,000)
Total Other Financing Sources (Uses)	\$ 47,000	\$ -	\$ -	\$ 13,000	\$ 60,000
Net Change in Fund Balance	\$ 101,839	\$ (7,785)	\$ 48,071	\$ 15,519	\$ 157,644
Fund Balance - January 1	179,917	98,366	164,826	1,370	444,479
Fund Balance - December 31	\$ 281,756	\$ 90,581	\$ 212,897	\$ 16,889	\$ 602,123

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 6

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF ACTIVITIES--GOVERNMENTAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2021**

Net change in fund balances - total governmental funds (Exhibit 5)	\$	157,644
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Amounts reported for governmental activities in the
Statement of Activities are different because:

Governmental funds report capital outlay as expenditures. However, in
the Statement of Activities, the cost of those assets is allocated over
their estimated useful lives and reported as depreciation expense.

Purchase of capital assets	\$ 32,068	
Current year depreciation	<u>(70,051)</u>	(37,983)

Revenues in the Statement of Activities that do not provide current
financial resources are not reported as revenues in the governmental funds.

Change in		
Taxes receivable	\$ 3,426	
Special assessments receivable	<u>(33,937)</u>	(30,511)

The issuance of long-term debt provides current financial resources to governmental
funds, but increases long-term liabilities in the Statement of Net Position, while the
repayment of the principal of long-term debt consumes the current financial resources
of governmental funds. Neither transaction has any effect on net position.

Principal repayment		102,125
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Some expenses reported in the Statement of Activities do not require the
use of current financial resources and, therefore, are not reported as
expenditures in governmental funds.

Change in compensated absences payable	\$ (22)	
Amortization of bond discount	(952)	
Deferred outflows of resources related to pensions	24,273	
Net pension liability	42,363	
Deferred inflows of resources related to pensions	<u>(36,364)</u>	<u>29,298</u>

Change in net position of governmental activities (Exhibit 2)	\$	<u>220,573</u>
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**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 7

**STATEMENT OF NET POSITION
PROPRIETARY FUNDS
DECEMBER 31, 2021**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
<u>Assets</u>				
Current Assets				
Cash and pooled investments	\$ 91,053	\$ -	\$ 2,578	\$ 93,631
Investments	71,290	49,149	14,906	135,345
Special assessments receivable				
Current	-	14	14	28
Prior	-	64	64	128
Accounts receivable	-	2,261	4,134	6,395
Due from other funds	-	-	82,958	82,958
Inventory	222,816	-	-	222,816
Total Current Assets	\$ 385,159	\$ 51,488	\$ 104,654	\$ 541,301
Noncurrent Assets				
Special assessments receivable - noncurrent	\$ -	\$ 7,918	\$ 7,918	\$ 15,836
Capital assets				
Depreciable - net of accumulated depreciation	349,251	257,182	622,863	1,229,296
Total Noncurrent Assets	\$ 349,251	\$ 265,100	\$ 630,781	\$ 1,245,132
Total Assets	\$ 734,410	\$ 316,588	\$ 735,435	\$ 1,786,433
<u>Deferred Outflows of Resources</u>				
Related to pensions	\$ 31,297	\$ 20,505	\$ 21,584	\$ 73,386
<u>Liabilities</u>				
Current Liabilities				
Accounts payable	\$ 1,155	\$ 183	\$ 480	\$ 1,818
Salaries payable	2,952	1,491	1,491	5,934
Compensated absences payable	101	524	619	1,244
Due to other funds	-	84,849	2,132	86,981
Due to other governments	4,617	-	75	4,692
Water and sewer revenue bonds payable	-	27,000	13,000	40,000
Unamortized discount on bonds	-	(285)	(190)	(475)
Total Current Liabilities	\$ 8,825	\$ 113,762	\$ 17,607	\$ 140,194
Noncurrent Liabilities				
Compensated absences payable	\$ 121	\$ 1,000	\$ 1,071	\$ 2,192
Net pension liability	38,391	25,153	26,477	90,021
Total Noncurrent Liabilities	\$ 38,512	\$ 26,153	\$ 27,548	\$ 92,213
Total Liabilities	\$ 47,337	\$ 139,915	\$ 45,155	\$ 232,407
<u>Deferred Inflows of Resources</u>				
Related to pensions	\$ 35,729	\$ 23,409	\$ 24,641	\$ 83,779
<u>Net Position</u>				
Net investment in capital assets	\$ 349,251	\$ 230,182	\$ 609,863	\$ 1,189,296
Unrestricted amounts	333,390	(56,413)	77,360	354,337
Total Net Position	\$ 682,641	\$ 173,769	\$ 687,223	\$ 1,543,633

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 8

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
Sales and Cost of Goods Sold				
Sales	\$ 728,795	\$ -	\$ -	\$ 728,795
Cost of goods sold	(523,475)	-	-	(523,475)
Gross Profit	\$ 205,320	\$ -	\$ -	\$ 205,320
Operating Revenues				
Charges for services	-	98,684	128,075	226,759
Total Gross Profit and Operating Revenues	\$ 205,320	\$ 98,684	\$ 128,075	\$ 432,079
Operating Expenses				
Personnel services	\$ 66,935	\$ 59,463	\$ 59,629	\$ 186,027
Professional services	6,104	7,937	4,591	18,632
Advertising	4,809	-	-	4,809
Insurance	7,764	2,469	1,579	11,812
Repairs and maintenance	13,485	3,753	3,131	20,369
Supplies	6,035	4,681	12,385	23,101
Utilities	9,718	2,758	5,227	17,703
Miscellaneous	5,725	2,077	3,923	11,725
Depreciation	21,802	8,819	31,221	61,842
Total Operating Expenses	\$ 142,377	\$ 91,957	\$ 121,686	\$ 356,020
Operating Income (Loss)	\$ 62,943	\$ 6,727	\$ 6,389	\$ 76,059
Nonoperating Revenues (Expenses)				
Special assessments	\$ -	\$ 733	\$ 731	\$ 1,464
Investment earnings	213	291	26	530
Interest expense	-	(2,673)	(1,782)	(4,455)
Miscellaneous	1,292	112	804	2,208
Total Nonoperating Revenues (Expenses)	\$ 1,505	\$ (1,537)	\$ (221)	\$ (253)
Income (Loss) Before Transfers	\$ 64,448	\$ 5,190	\$ 6,168	\$ 75,806
Transfers out	(60,000)	-	-	(60,000)
Change in Net Position	\$ 4,448	\$ 5,190	\$ 6,168	\$ 15,806
Net Position - January 1, as previously reported	\$ 678,193	\$ 151,297	\$ 681,055	\$ 1,510,545
Prior period adjustment	-	17,282	-	17,282
Net Position - January 1, as restated	\$ 678,193	\$ 168,579	\$ 681,055	\$ 1,527,827
Net Position - December 31	\$ 682,641	\$ 173,769	\$ 687,223	\$ 1,543,633

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 9

**STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2021
Increase (Decrease) in Cash and Cash Equivalents**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
Cash Flows from Operating Activities				
Receipts from customers	\$ 797,285	\$ 100,187	\$ 130,422	\$ 1,027,894
Payments to employees	(66,373)	(60,053)	(59,576)	(186,002)
Payments to suppliers	(629,724)	(27,629)	(55,829)	(713,182)
Net cash provided by (used in) operating activities	\$ 101,188	\$ 12,505	\$ 15,017	\$ 128,710
Cash Flows from Noncapital Financing Activities				
Special assessments received	\$ -	\$ 4,992	\$ 4,992	\$ 9,984
Miscellaneous	1,197	50	64	1,311
Transfers from other funds	-	82,958	73,439	156,397
Transfers to other funds	(60,000)	(73,867)	(82,958)	(216,825)
Net cash provided by (used in) noncapital financing activities	\$ (58,803)	\$ 14,133	\$ (4,463)	\$ (49,133)
Cash Flows from Capital and Related Financing Activities				
Purchase of capital assets	\$ (5,631)	\$ -	\$ -	\$ (5,631)
Principal paid on bonds	-	(24,000)	(16,000)	(40,000)
Interest paid on bonds	-	(2,673)	(1,592)	(4,265)
Net cash provided by (used in) capital and related financing activities	\$ (5,631)	\$ (26,673)	\$ (17,592)	\$ (49,896)
Cash Flows from Investing Activities				
Investment earnings received	\$ 213	\$ 291	\$ 149	\$ 653
Net Increase (Decrease) in Cash and Cash Equivalents	\$ 36,967	\$ 256	\$ (6,889)	\$ 30,334
Cash and Cash Equivalents at January 1	125,376	48,893	24,373	198,642
Cash and Cash Equivalents at December 31	\$ 162,343	\$ 49,149	\$ 17,484	\$ 228,976

**CITY OF VERGAS
VERGAS, MINNESOTA**

**EXHIBIT 9
(Continued)**

**STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2021
Increase (Decrease) in Cash and Cash Equivalents**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities				
Operating income (loss)	\$ 62,943	\$ 6,727	\$ 6,389	\$ 76,059
Adjustments to reconcile net operating income (loss) to net cash provided by (used in) operating activities				
Depreciation expense	\$ 21,802	\$ 8,819	\$ 31,221	\$ 61,842
(Increase) decrease in assets				
Accounts receivable	-	(388)	(788)	(1,176)
Inventory	15,851	-	-	15,851
Increase (decrease) in liabilities				
Accounts payable	436	(63)	(18,151)	(17,778)
Salaries payable	1,319	18	18	1,355
Compensated absences payable	222	32	35	289
Due to other funds	-	(1,891)	(2,632)	(4,523)
Due to other governments	(406)	(47)	(26)	(479)
Net pension liability	(979)	(702)	(1,049)	(2,730)
Total adjustments	\$ 38,245	\$ 5,778	\$ 8,628	\$ 52,651
Net cash provided by (used in) operating activities	\$ 101,188	\$ 12,505	\$ 15,017	\$ 128,710

CITY OF VERGAS VERGAS, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2021

I. Summary of Significant Accounting Policies

The City's financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP), except as described in the basis for qualified opinion on page 2. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (statements and interpretations). The more significant accounting policies established in GAAP and used by the City are discussed below.

A. Financial Reporting Entity

The Charter of the City of Vergas was adopted on November 10, 1903, and has the powers, duties, and privileges granted by state law, codified in Minnesota Statutes, Chapter 412. The City operates under a Mayor-Council form of government and provides services such as general government, public safety, highways and streets, sanitation, culture and recreation, economic development, municipal liquor store, and sewer and water utilities as authorized by its charter.

The Vergas Fire Relief Association is organized to provide pension and other benefits to its members in accordance with Minnesota statutes. The Relief Association is a defined benefit plan type, and is required by GASB Pronouncement No. 68 to be included in the financial statements of the City.

Blended Component Unit

The Vergas Economic Development Authority was created in 2015 and is reported as a nonmajor Special Revenue Fund within the City's financial statements. The Authority's Board of Directors includes two members of the Vergas City Council, with the City Clerk/Treasurer also serving as Secretary/Treasurer of the EDA. The Authority has no capital assets or debt. The Authority does not issue separate financial statements.

B. Basic Financial Statements

1. Government-Wide Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) include the financial activities of the overall City government. Eliminations have been made to minimize the double-counting of internal activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external parties for support.

In the government-wide statement of net position, both the governmental and business-type activities columns: (a) are presented on a consolidated basis by column; and (b) are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The City's net position is reported in three parts: (1) net investment in capital assets; (2) restricted net position; and (3) unrestricted net position. The City first utilizes restricted resources to finance qualifying activities.

The statement of activities demonstrates the degree to which the direct expenses of each function of the City's governmental activities and different business-type activities are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or activity. Program

CITY OF VERGAS VERGAS, MINNESOTA

I. Summary of Significant Accounting Policies

B. Basic Financial Statements

1. Government-Wide Statements (Continued)

revenues include: (1) fees, charges, and other revenues paid by the recipients of goods, services, or privileges provided by a given function or activity; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or activity. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues and transfers.

2. Fund Financial Statements

The fund financial statements provide information about the City's funds. Separate statements for each fund category—governmental and proprietary—are presented. The emphasis of governmental and proprietary fund financial statements is on major individual governmental and enterprise funds, with each displayed as separate columns in the fund financial statements.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Nonoperating revenues, such as property taxes, grants, donations, subsidies and investment earnings, result from nonexchange transactions or incidental activities.

The City reports the following major governmental funds:

The General Fund is the City's primary operating fund. It accounts for and reports all financial resources of the general government not accounted for in another fund.

The 2006 Street Project Debt Service Fund is used to account for and report the collection of special assessments restricted for debt service.

The 2019 Street Project Debt Service Fund is used to account for and report the collection of special assessments restricted for debt service.

Additionally, the City reports the Vergas Economic Development Authority Special Revenue Fund as a non-major fund.

The City reports the following major enterprise funds:

The Liquor Store Enterprise Fund is used to account for operations of the liquor store. Financing is provided through the liquor store's sale of off-sale liquor.

The Sewer Enterprise Fund is used to account for operations of the sewer utility. Financing is provided by charges to residents for services.

The Water Enterprise Fund is used to account for operations of the water utility. Financing is provided by charges to residents for services.

CITY OF VERGAS VERGAS, MINNESOTA

I. Summary of Significant Accounting Policies (Continued)

C. Measurement Focus and Basis of Accounting

The government-wide and proprietary fund financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. The City considers tax revenues to be available if they are collected within 60 days after the end of the current period. Intergovernmental revenues, charges for services, and interest are all considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, compensated absences, and claims and judgments, which are recognized as expenditures to the extent that they have matured. Proceeds of general long-term debt are reported as other financing sources.

As a general rule, the effect of internal activity has been eliminated from the government-wide financial statements.

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

1. Cash and Cash Equivalents

The City has defined cash and cash equivalents to include cash on hand and demand deposits. Additionally, each fund's equity in the City's deposits is treated as a cash equivalent because the funds can deposit or effectively withdraw cash at any time without prior notice or penalty.

2. Deposits and Investments

The cash balances of the funds are invested by the City Clerk-Treasurer for the purpose of increasing earnings through investment activities. Pooled and fund investments are reported at their fair value at December 31, 2021, based on market prices. Investment earnings on cash and pooled investments are allocated to the funds with deposits. Total investment earnings for 2021 were \$1,660.

3. Receivables and Payables

Property taxes are levied as of January 1 on property values assessed as of the same date. The tax levy notice is mailed by Otter Tail County in March with the first half payment due on May 15 and the second half due on October 15.

Taxes and special assessments receivable consist of uncollected taxes and special assessments payable in the years 2011 through 2021 and noncurrent special assessments collectible in 2022 and beyond. Taxes receivable are offset by deferred inflows of resources for the amount not collected within 60 days of December 31 to indicate they are not available to finance current expenditures. No provision has been made for an estimated uncollectible amount.

**CITY OF VERGAS
VERGAS, MINNESOTA**

I. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity

3. Receivables and Payables (Continued)

Accounts receivable consist primarily of charges for services for sewer and water.

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances from/to other funds” (i.e., the non-current portion of interfund loans).

All other outstanding balances between funds are reported as “due to/from other funds.” Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances.”

All receivables are shown net of an allowance for uncollectible amounts, if applicable.

4. Inventory

All inventories are valued at cost using the First-In, First-Out (FIFO) method. Inventories in the proprietary funds are recorded as expenses when consumed.

5. Capital Assets

Capital assets, which include land, construction in progress, infrastructure (e.g., sewers and water mains), buildings and improvements, and machinery and equipment, are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years, except land which is capitalized regardless of cost. Capital assets are recorded at historical cost or estimated historical cost when purchased or constructed. Donated capital assets are recorded at acquisition value at the date of acquisition.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extended the life of the asset are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Infrastructure, buildings and improvements, and machinery and equipment are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure	30-50
Buildings and improvements	20-30
Machinery and equipment	5-10

**CITY OF VERGAS
VERGAS, MINNESOTA**

I. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position or Equity (Continued)

6. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position reports a separate section for deferred outflows of resources. This element represents a consumption of net position that applies to future periods, and therefore, will not be recognized as an outflow of resources (expense) until that time. The City reports deferred outflows of resources in the government-wide and proprietary funds Statement of Net Position in relation to the activity of the pension funds in which City employees participate.

In addition to liabilities, the Statement of Net Position and Balance Sheet report a separate section for deferred inflows of resources. This element represents an acquisition of net position or fund balance that applies to future periods, and therefore, will not be recognized as an inflow of resources (revenue) until that time. The City reports special assessments levied for subsequent years and delinquent property tax and special assessments receivable as deferred inflows of resources in the governmental funds, in accordance with the modified accrual basis of accounting. In addition, the City reports deferred inflows of resources in the government-wide and proprietary funds Statement of Net Position in relation to the activity of the pension funds in which City employees participate. Accordingly, such amounts are deferred and recognized as inflows of resources in the period that they become available.

7. Compensated Absences

The liability for compensated absences reported in financial statements consists of unpaid, accumulated annual vacation and sick leave balances. The liability has been calculated using the vesting method, in which leave amounts for both employees who currently are eligible to receive termination payments and other employees who are expected to become eligible in the future to receive such payments upon termination are included. Compensated absences are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements. Compensated absences are generally liquidated by the General Fund, and the Liquor, Sewer, and Water Enterprise Funds.

8. Long-Term Obligations

In the government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental and business-type activities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are immediately expensed. In the fund financial statements, governmental fund types recognize the face amount of the debt is reported as other financing sources when issued.

9. Pensions

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA except that PERA's fiscal year end is June 30. For this

**CITY OF VERGAS
VERGAS, MINNESOTA**

I. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity

9. Pensions (Continued)

purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. For the governmental activities, the pension liability is liquidated by the General Fund. For the business type activities, the pension liability is liquidated by the Liquor, Sewer, and Water Enterprise Funds.

10. Net Position and Fund Balance

Net position in the government-wide statements is classified in the following categories:

Net investment in capital assets – represents capital assets, net of accumulated depreciation, and reduced by outstanding debt attributed to the acquisition, construction, or improvement of the assets.

Restricted net position – the amount of net position for which external restrictions have been imposed by creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position – the amount of net position that does not meet the definition of restricted or net investment of capital assets.

In the fund financial statements, the City classifies governmental fund balances as follows:

Non-spendable – includes fund balance amounts that cannot be spent because it is either not in spendable form or legally or contractually required to be maintained intact. The City of Vergas has no non-spendable fund balance as of December 31, 2021.

Restricted – includes fund balance amounts that are constrained for specific purposes which are either externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Committed – includes fund balance amounts that are constrained for specific purposes imposed by resolution of the City Council and do not lapse at year-end. To remove the constraint on specified use of committed resources the City Council shall pass a resolution.

Assigned – includes fund balance amounts that are intended to be used for specific purposes that are neither restricted nor committed. The City Council has delegated the authority to assign and remove assignments of fund balance amounts for specified purposes to the City Clerk-Treasurer. The City of Vergas has no assigned fund balance as of December 31, 2021.

Unassigned – includes positive fund balance within the General Fund, which has not been classified within the above-mentioned categories, and negative fund balances in other governmental funds.

CITY OF VERGAS VERGAS, MINNESOTA

I. Summary of Significant Accounting Policies

D. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position or Equity

10. Net Position and Fund Balance (Continued)

The City will maintain an unrestricted fund balance in the General Fund of an amount not less than 35 to 50 percent of next year's budgeted expenditures of the General Fund. Unrestricted fund balance can be "spent down" if there is an anticipated budget shortfall. If spending unrestricted fund balance in designated circumstances has reduced unrestricted fund balance to a point below the minimum targeted level, as noted above, the replenishment will be funded by taxes.

Stabilization arrangements are defined as formally setting aside amounts for use in emergency situations or when revenue shortages or budgetary imbalances arise. The City Council will set aside amounts by resolution as deemed necessary that can only be expended when an emergency situation, revenue shortages, or budgetary imbalances exist as the need for stabilization arises. The need for stabilization will only be utilized for situations that are not expected to occur routinely. The City does not identify an amount for stabilization as of December 31, 2021.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the City's policy to use resources in the following order: 1) committed, 2) assigned, and 3) unassigned.

11. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and deferred outflows/inflows of resources, and disclosure of contingent amounts at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

II. Stewardship, Compliance, and Accountability

A. Sewer Enterprise Fund - Restatement of Beginning Net Position

During the year-ended December 31, 2021, it was determined that the amount of \$17,282 was incorrectly reported as an accounts payable as of December 31, 2020. This payment should have been an expense in 2021. This resulted in a restatement of beginning net position in the Sewer Enterprise Fund of \$17,282.

Restatement of Beginning Net Position

Sewer Enterprise Fund	
January 1, 2021, as previously reported	\$ 151,297
Prior period adjustment	<u>17,282</u>
Net position, January 1, 2021 as restated	<u><u>\$ 168,579</u></u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. Stewardship, Compliance, and Accountability (Continued)

B. Tax Abatement Programs

On June 8, 2021, the City Council approved the Commercial Abatement Agreement between the City of Vergas and Mike and Joy Summers for 100 Railway Avenue to establish new plats for new businesses in the City of Vergas. The Tax Abatement Program operates under the Tax Abatement Authority in Minnesota Statute §§469.1812-1815 and provides for the abatement of property taxes for a period of up to five years or \$5,000. This Abatement Program is for the period from January 1, 2021 to December 31, 2025. On December 31, 2021 the City tax abatement balance paid to date was \$0.

On September 14, 2021, the City Council approved the Commercial Abatement Agreement between the City of Vergas and S & Z Properties (Jeff Zitzow and Tyler Schmid), for 105 Main Street to establish new plats for new businesses and rental housing in the City of Vergas. The Tax Abatement Program operates under the Tax Abatement Authority in Minnesota Statute §§469.1812-1815 and provides for the abatement of property taxes for a period of up to five years or \$45,000. This Abatement Program is for the period from January 1, 2021 to December 31, 2025. On December 31, 2021 the City tax abatement balance paid to date was \$0.

III. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

Reconciliations of the City's total deposits and investments to the basic financial statements, as of December 31, 2021, are as follows:

Government-wide Statement of Net Position	
<i>Governmental Activities</i>	
Cash and pooled investments	\$ 461,382
Investments	103,892
<i>Business-type Activities</i>	
Cash and pooled investments	93,631
Investments	<u>135,345</u>
Total Cash and Investments	<u><u>\$ 794,250</u></u>
Checking accounts	\$ 555,013
Savings accounts	165,168
Certificates of deposit	<u>74,069</u>
Total Deposits	<u><u>\$ 794,250</u></u>

Deposits

Minnesota Statutes, §§ 118A.02 and 118A.04 authorize the City to deposit its cash and to invest in certificates of deposit in financial institutions designated by the Board. Minnesota Statute, § 118A.03 requires that all City deposits be covered by insurance, surety bond, or collateral. The market value of collateral pledged shall be at least ten percent more than the amount on deposit plus accrued interest at the close of the financial institution's banking day, not covered by insurance or bonds.

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments

Deposits (Continued)

Authorized collateral includes treasury bills, notes, and bonds; issues of U.S. government agencies; general obligations rated “A” or better, revenue obligations rated “AA” or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution not owned or controlled by the financial institution furnishing the collateral.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a financial institution failure, the City’s deposits may not be returned to it. It is the City’s policy to comply with Minnesota statutes in establishing authorized collateral for deposits. As of December 31, 2021, the City’s deposits were not exposed to custodial credit risk.

2. Receivables

Receivables as of December 31, 2021, for the City’s governmental and business-type activities, are as follows:

	<u>Total Receivables</u>	<u>Amounts Not Scheduled for Collection During the Subsequent Year</u>
Governmental Activities		
Taxes receivable	\$ 10,896	\$ -
Special assessments receivable	555,662	506,873
Accounts receivable	1,510	-
Due from other governments	45,735	-
	<u>\$ 613,803</u>	<u>\$ 506,873</u>
Business-Type Activities		
Special assessments receivable	\$ 15,992	\$ 15,836
Accounts	6,395	-
	<u>\$ 22,387</u>	<u>\$ 15,836</u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Detailed Notes on All Funds

A. Assets (Continued)

3. Capital Assets

Capital asset activity for the governmental and business-type activities for the year ended December 31, 2021, was as follows:

Governmental Activities	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated				
Land	\$ 94,238	\$ -	\$ -	\$ 94,238
Construction in progress	55,346	11,335	66,681	-
Total capital assets not depreciated	<u>\$ 149,584</u>	<u>\$ 11,335</u>	<u>\$ 66,681</u>	<u>\$ 94,238</u>
Capital assets being depreciated				
Infrastructure	\$ 2,042,599	\$ -	\$ -	\$ 2,042,599
Buildings and improvements	87,026	66,681	-	153,707
Machinery and equipment	254,284	20,733	-	275,017
Total capital assets being depreciated	<u>\$ 2,383,909</u>	<u>\$ 87,414</u>	<u>\$ -</u>	<u>\$ 2,471,323</u>
Less: accumulated depreciation for				
Infrastructure	\$ 199,298	\$ 40,854	\$ -	\$ 240,152
Buildings and improvements	46,984	9,641	-	56,625
Machinery and equipment	141,008	19,556	-	160,564
Total accumulated depreciation	<u>\$ 387,290</u>	<u>\$ 70,051</u>	<u>\$ -</u>	<u>\$ 457,341</u>
Total capital assets, depreciated, net	<u>\$ 1,996,619</u>	<u>\$ 17,363</u>	<u>\$ -</u>	<u>\$ 2,013,982</u>
Governmental Activities Capital Assets, Net	<u><u>\$ 2,146,203</u></u>	<u><u>\$ 28,698</u></u>	<u><u>\$ 66,681</u></u>	<u><u>\$ 2,108,220</u></u>
Business-Type Activities	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets being depreciated				
Infrastructure	\$ 1,726,855	\$ -	\$ -	\$ 1,726,855
Buildings and improvements	494,724	-	-	494,724
Machinery and equipment	91,158	5,631	-	96,789
Total capital assets being depreciated	<u>\$ 2,312,737</u>	<u>\$ 5,631</u>	<u>\$ -</u>	<u>\$ 2,318,368</u>
Less: accumulated depreciation for				
Infrastructure	\$ 808,940	\$ 39,798	\$ -	\$ 848,738
Buildings and improvements	160,416	15,387	-	175,803
Machinery and equipment	57,874	6,657	-	64,531
Total accumulated depreciation	<u>\$ 1,027,230</u>	<u>\$ 61,842</u>	<u>\$ -</u>	<u>\$ 1,089,072</u>
Business-Type Activities Capital Assets, Net	<u><u>\$ 1,285,507</u></u>	<u><u>\$ (56,211)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,229,296</u></u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Detailed Notes on All Funds

A. Assets

3. Capital Assets (Continued)

Depreciation Expense

Depreciation expense was charged to functions of the City as follows:

Governmental Activities	
General government	\$ 8,563
Public safety	957
Highways and streets	36,153
Sanitation	9,273
Culture and recreation	<u>15,105</u>
Total Depreciation Expense - Governmental Activities	<u><u>\$ 70,051</u></u>
Business-Type Activities	
Liquor	\$ 21,802
Sewer	8,819
Water	<u>31,221</u>
Total Depreciation Expense - Business-Type Activities	<u><u>\$ 61,842</u></u>

B. Interfund Receivables, Payables, and Transfers

The composition of interfund balances as of December 31, 2021, is as follows:

Due To/From Other Funds

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	
General Fund	2006 Street Project Debt Service Fund	<u>\$ 126,621</u>	Transfer made in prior year
2019 Street Project Debt Service Fund	General Fund	\$ 30,633	Posting errors for taxes
	Sewer Enterprise Fund	1,891	Posting errors for taxes
	Water Enterprise Fund	<u>2,132</u>	Posting errors for taxes
Total Due To 2019 Street Debt Service Fund:		<u><u>\$ 34,656</u></u>	
2006 Street Project Debt Service Fund	General Fund	<u>8,738</u>	Posting errors for taxes
Water Enterprise Fund	Sewer Enterprise Fund	<u>82,958</u>	To cover cash deficit
Total Due To /Due From Other Funds:		<u><u>\$ 252,973</u></u>	

CITY OF VERGAS VERGAS, MINNESOTA

III. Detailed Notes on All Funds

B. Interfund Receivables, Payables, and Transfers (Continued)

Interfund Transfers

Interfund transfers for the year ended December 31, 2021, consisted of the following operating transfer:

Transfer to General Fund from Liquor Enterprise Fund	\$ 60,000	Appropriation
Transfer to Vergas EDA Special Revenue Fund from General Fund	<u>13,000</u>	Appropriation
Total Interfund Transfers:	<u><u>\$ 73,000</u></u>	

C. Liabilities

Compensated Absences

Under the City's personnel policies, employees are granted paid time off (PTO) in varying amounts based on their length of service. PTO accrual varies from 15 to 25 days per year with a maximum accrual limit of 25 days. Accrued PTO will be paid to employees leaving in good standing upon resignation or retirement.

Long-Term Debt

Governmental Activities

The City of Vergas General Obligation Improvement Refunding Bonds of 2015 represent debt incurred to refund General Obligation Improvement Bonds of 2006. These bonds have an original issue amount of \$299,000. They carry a net interest rate of 2.4158 percent and are due in annual installments from the 2006 Street Debt Service Fund of between \$25,000 and \$33,000 and mature in 2027. As a result of the refunding, the City realized an economic gain of \$32,189 with a present value of \$25,352. The balance due on December 31, 2021 is \$171,000.

The City of Vergas Capital Equipment Notes of 2017 represented debt incurred for the purchase of a loader. These notes had an original issue amount of \$140,500, carried an interest rate of 0 percent, were due in semi-annual installments paid from the General Fund of \$35,125 through June of 2021. The balance due of \$35,125 was paid in 2021 and no longer carries a balance.

The City of Vergas General Obligation Improvement Bonds, Series 2019A, represent debt incurred to finance various street improvement projects throughout the City. These bonds have an original issue amount of \$985,000, carry an interest rate of 3.2644 percent, and are due in semi-annual installments paid from the 2019 Street Project Debt Service Fund of \$40,000 to \$65,000 through February 1, 2040. The balance due on these bonds at December 31, 2021, is \$926,910, net of unamortized bond discount of \$18,090.

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Detailed Notes on All Funds

C. Liabilities

Long-Term Debt (Continued)

Business-Type Activities

The City of Vergas General Obligation Water and Sewer Revenue Refunding Bonds, Series 2009 represent debt incurred to refund General Obligation Water and Sewer Revenue Bonds of 1994 and General Obligation Sewer Revenue Bonds of 2000. These bonds have an original issue amount of \$475,000. They carry a net interest rate of 4.0857 percent and are due in annual installments from the Water and Sewer Funds of between \$16,000 and \$27,000 and mature in 2022. As a result of the refunding, the City realized an economic gain of \$83,630 with a present value of \$16,793. The balance due on December 31, 2021 is \$39,525, net of unamortized bond discount of \$475.

Debt Service Requirements

Debt service requirements for the governmental and the business-type activities at December 31, 2021, are as follows:

Year Ending December 31	Governmental Activities			
	General Obligation Refunding Bonds of 2015		General Obligation Street Improvement Bonds, 2019A	
	Principal	Interest	Principal	Interest
2022	\$ 26,000	\$ 4,089	40,000	27,402
2023	25,000	3,511	40,000	26,482
2024	30,000	2,783	40,000	25,532
2025	29,000	2,001	40,000	24,552
2026	28,000	1,246	45,000	23,510
2027-2031	33,000	437	230,000	98,920
2032-2036	-	-	265,000	62,392
2037-2040	-	-	245,000	16,755
Subtotal:	\$ 171,000	\$ 14,067	\$ 945,000	\$ 305,545
Less bond discount	-	-	(18,090)	-
Total:	<u>\$ 171,000</u>	<u>\$ 14,067</u>	<u>\$ 926,910</u>	<u>\$ 305,545</u>

Year Ending December 31	Business-Type Activities	
	General Obligation Water and Sewer Revenue Refunding Bonds, Series 2009	
	Principal	Interest
2022	\$ 40,000	\$ 1,740
Less: Bond discount	(475)	-
Total	<u>\$ 39,525</u>	<u>\$ 1,740</u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Detailed Notes on All Funds

C. Liabilities (Continued)

Changes in Long-Term Liabilities

Governmental Activities

Long-term liability activity for the governmental and business-type activities for the year ended December 31, 2021, was as follows:

Governmental Activities	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Capital Equipment Notes of 2017	\$ 35,125	\$ -	\$ 35,125	\$ -	\$ -
General Obligation Refunding Bonds of 2015	198,000	-	27,000	171,000	26,000
General Obligation Improvement Bonds, Series 2019A	985,000	-	40,000	945,000	40,000
Less: Bond discount	19,042	-	952	18,090	-
Compensated Absences	979	2,170	2,148	1,001	298
Net Pension Liability	<u>55,637</u>	<u>-</u>	<u>13,274</u>	<u>42,363</u>	<u>-</u>
Governmental Activities Long-Term Liabilities	<u>\$ 1,293,783</u>	<u>\$ 2,170</u>	<u>\$ 105,225</u>	<u>\$ 1,177,454</u>	<u>\$ 66,298</u>
Business-Type Activities	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
General Obligation Water and Sewer Revenue Refunding Bonds, Series 2009	\$ 80,000	\$ -	\$ 40,000	\$ 40,000	\$ 40,000
Less: Bond discount	950	-	475	475	-
Compensated Absences	3,147	5,254	4,965	3,436	1,244
Net Pension Liability	<u>118,231</u>	<u>-</u>	<u>28,210</u>	<u>90,021</u>	<u>-</u>
Business-Type Activities Long-Term Liabilities	<u>\$ 202,328</u>	<u>\$ 5,254</u>	<u>\$ 73,650</u>	<u>\$ 133,932</u>	<u>\$ 41,244</u>

CITY OF VERGAS VERGAS, MINNESOTA

III. Detailed Notes on All Funds (Continued)

D. Deferred Inflows of Resources

Deferred inflows of resources consist of taxes and special assessments, not collected soon enough after year-end to pay liabilities of the current period. Deferred inflows of resources at December 31, 2021, are summarized below by fund:

	Taxes	Special Assessments	Total
Major governmental funds			
General	\$ 8,079	\$ -	\$ 8,079
Debt service funds			
2006 Street Improvements	505	39,631	40,136
2019 Street Improvements	1,317	515,513	516,830
Total	<u>\$ 9,901</u>	<u>\$ 555,144</u>	<u>\$ 565,045</u>

IV. Defined Benefit Pension Plan

A. Plan Description

The City of Vergas participates in the following cost-sharing multiple-employer defined benefit pension plan administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with *Minnesota Statutes*, Chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

General Employees Retirement Plan

All full-time and certain part-time employees of the City of Vergas are covered by the General Employees Plan. General Employees Plan members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

B. Benefits Provided

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state Legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet, are bound by the provisions in effect at the time they last terminated their public service.

General Employees Plan benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent for each of the first 10 years of service and 1.7 percent for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent for all years of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65.

**CITY OF VERGAS
VERGAS, MINNESOTA**

IV. Defined Benefit Pension Plan

B. Benefits Provided (Continued)

For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66.

Benefit increases are provided to benefit recipients each January. The postretirement increase is equal to 50 percent of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1 percent and a maximum of 1.5 percent. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

C. Contributions

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

Coordinated Plan members were required to contribute 6.50 percent of their annual covered salary in fiscal year 2021, and the City of Vergas was required to contribute 7.50 percent for Coordinated Plan members. The City of Vergas's contributions to the General Employees Fund for the year ended December 31, 2021, were \$17,448. The City of Vergas's contributions were equal to the required contributions as set by state statute.

D. Pension Costs

At December 31, 2021, the City of Vergas reported a liability of \$132,384 for its proportionate share of the General Employees Fund's net pension liability. The City of Vergas's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City of Vergas totaled \$4,049.

The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City of Vergas's proportionate share of the net pension liability was based on the City of Vergas's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2020 through June 30, 2021, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2021, the City of Vergas's proportionate share was .0031 percent at the end of the measurement period and .0029 percent for the beginning of the period.

**CITY OF VERGAS
VERGAS, MINNESOTA**

IV. Defined Benefit Pension Plan

D Pension Costs (Continued)

City of Vergas's proportionate share of the net pension liability	\$ 132,384
State of Minnesota's proportionate share of the net pension liability associated with the City of Vergas	<u>4,049</u>
Total	<u><u>\$ 136,433</u></u>

There were no provision changes during the measurement period.

For the year ended December 31, 2021, the City of Vergas's recognized pension expense of \$14,120 for its proportionate share of the General Employees Plan's pension expense. In addition, the City of Vergas recognized an additional \$327 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the General Employees Fund.

At December 31, 2021, the City of Vergas reported its proportionate share of the General Employees Plan's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual economic experience	\$ 682	\$ 4,022
Changes in actuarial assumptions	80,831	2,649
Net collective difference between projected and actual investment earnings	-	115,146
Changes in proportion	17,286	1,387
Contributions paid to PERA subsequent to the measurement date	<u>9,121</u>	<u>-</u>
Total	<u><u>\$ 107,920</u></u>	<u><u>\$ 123,204</u></u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

IV. Defined Benefit Pension Plan

D. Pension Costs (Continued)

The \$9,121 reported as deferred outflows of resources related to pensions resulting from the City of Vergas's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2022. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	Pension Expense Amount:
2022	\$ 291
2023	\$ 4,901
2024	\$ 1,674
2025	\$ (31,271)

Total Pension Expense

The total pension expense for the General Employees Plan recognized by the City of Vergas for the year ended December 31, 2021 was \$14,447.

E. Long-Term Expected Return on Investment

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	33.5%	5.10%
International Equity	16.5%	5.30%
Fixed Income	25.0%	0.75%
Private Markets	25.0%	5.90%
Total:	100.0%	

F. Actuarial Methods and Assumptions

The total pension liability in the June 30, 2021, actuarial valuation was determined using an individual entry-age normal actuarial cost method. The long-term rate of return on pension plan investments used in the determination of the total liability is 6.5 percent. This assumption is based on a review of inflation and investments return assumptions from a number of national investment consulting firms. The review provided a range of return investment return rates deemed to be reasonable by the actuary. An investment return of 6.5 percent was deemed to be within that range of reasonableness for financial reporting purposes.

**CITY OF VERGAS
VERGAS, MINNESOTA**

IV. Defined Benefit Pension Plan

F. Actuarial Methods and Assumptions (Continued)

Inflation is assumed to be 2.25 percent for the General Employees Plan, and benefit increases after retirement are assumed to be 1.25 percent for the General Employees Plan.

Salary growth assumptions in the General Employees Plan range in annual increments from 10.25 percent after one year of service to 3.0 percent after 29 years of service and 6.0 percent per year thereafter.

Mortality rates for the General Employees Plan are based on the Pub-2010 General Employee Mortality Table. The table is adjusted slightly to fit PERA's experience.

Actuarial assumptions for the General Employees Plan are reviewed every four years. The most recent four-year experience study for the General Employees Plan was completed in 2019. The assumption changes were adopted by the Board and became effective with the July 1, 2020 actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2021:

Changes in Actuarial Assumptions

- The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes.
- The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

Changes in Plan Provisions

- There were no changes in plan provisions since the previous valuation.

G. Discount Rate

The discount rate used to measure the total pension liability in 2021 was 6.5 percent. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net position of the General Employees Fund was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Pension Liability Sensitivity

The following presents the City of Vergas's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City of Vergas proportionate share of the net pension liability would be if it were calculated using a discount rate one percentage point lower or one percentage point higher than the current discount rate:

**CITY OF VERGAS
VERGAS, MINNESOTA**

IV. Defined Benefit Pension Plan

H. Pension Liability Sensitivity (Continued)

Sensitivity Analysis			
<i>Net Pension Liability (Asset) at Different Discount Rates</i>			
	General Employees Fund		
1% Lower	5.50%	\$	269,996
Current Discount Rate	6.50%	\$	132,384
1% Higher	7.50%	\$	19,465

I. Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at www.mnpera.org.

V. Public Employees Defined Contribution Plan (Defined Contribution Plan)

Three employees of the City of Vergas are covered by the Defined Contribution Plan, a multiple-employer deferred compensation plan administered by PERA. The Defined Contribution Plan is a tax qualified plan under Section 401(a) of the Internal Revenue Code and all contributions by or on behalf of employees are tax deferred until time of withdrawal.

Plan benefits depend solely on amounts contributed to the plan plus investment earnings, less administrative expenses. Minnesota Statutes, Chapter 353D.03, specifies plan provisions, including the employee and employer contribution rates for those qualified personnel who elect to participate. An eligible elected official who decides to participate contributes five percent of salary which is matched by the elected official's employer. For ambulance service personnel, employer contributions are determined by the employer, and for salaried employees contributions must be a fixed percentage of salary. Employer contributions for volunteer personnel may be a unit value for each call or period of alert duty. Employees who are paid for their services may elect to make member contributions in an amount not to exceed the employer share. Employer and employee contributions are combined and used to purchase shares in one or more of the seven accounts of the Minnesota Supplemental Investment Fund. For administering the plan, PERA receives two percent of employer contributions and twenty-five hundredths of one percent (0.25 percent) of the assets in each member's account annually.

Total contributions made by the City of Vergas during fiscal year 2021 were:

Contribution Amount		Percentage of Covered Payroll		Required
Employee	Employer	Employee	Employer	Rate
\$ 399	\$ 399	5%	5%	5%

**CITY OF VERGAS
VERGAS, MINNESOTA**

VI. Summary of Significant Contingencies and Other Items

A. Claims and Litigation

The City, in connection with the normal conduct of its affairs, may be involved in various claims, judgments, and litigation. The City Council estimates that the potential claims against the City not covered by insurance resulting from such litigation would not materially affect the financial statements of the City.

B. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage, or destruction of assets; errors or omissions; injuries to employees; employee health coverage; or natural disasters. The City has entered into a joint powers agreement with other Minnesota cities to form the League of Minnesota Cities Insurance Trust (LMCIT) to cover workers' compensation and property and casualty liabilities. There were no significant reductions in insurance from the prior year. The amount of settlements did not exceed insurance coverage for each of the past three fiscal years.

The League of Minnesota Cities Insurance Trust is a public entity risk pool currently operated as a common risk management and insurance program for its members. The City pays an annual premium based on its annual payroll and an experience modification factor for workers' compensation coverage.

C. Conduit Debt

Pursuant to Minn. Stat. Sec. §462C, as amended (the "Housing Act"), and Minn. Stat. Sec. §471.656, as amended (the "Industrial Development Act"), the City issued revenue bonds to provide financial refinancing assistance to CDL Homes, Inc. a Minnesota nonprofit corporation which owns and operates nursing home and skilled care facilities in Minnesota. The bonds are secured by the property financed through a series of loan agreements and are payable solely from the revenues of CDL Homes, Inc. The City is not obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the financial statements. As of December 31, 2021, the balance due on these bonds is \$8,755,000.

REQUIRED SUPPLEMENTARY INFORMATION

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 1

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Revenues				
Property taxes	\$ 229,149	\$ 229,149	\$ 227,741	\$ (1,408)
Licenses and permits	25,940	25,940	31,198	5,258
Intergovernmental	49,562	49,562	122,543	72,981
Charges for services	300	300	882	582
Gifts and contributions	5,000	5,000	8,353	3,353
Investment earnings	100	100	1,038	938
Miscellaneous	46,500	46,500	108,123	61,623
Total Revenues	\$ 356,551	\$ 356,551	\$ 499,878	\$ 143,327
Expenditures				
Current				
General government				
Mayor/council	\$ 9,530	\$ 9,530	\$ 7,492	\$ 2,038
City clerk/treasurer	31,600	31,600	30,597	1,003
Administration	12,678	12,678	15,725	(3,047)
Professional services	2,900	2,900	15,488	(12,588)
Legal	7,500	7,500	8,729	(1,229)
Cemetery	250	250	-	250
Insurance	2,500	2,500	3,005	(505)
Other general government	-	-	22,940	(22,940)
Total general government	\$ 66,958	\$ 66,958	\$ 103,976	\$ (37,018)
Public safety				
Fire	\$ -	\$ -	\$ 15,264	\$ (15,264)
Fire relief association	22,500	22,500	48,737	(26,237)
Total public safety	\$ 22,500	\$ 22,500	\$ 64,001	\$ (41,501)
Highways and streets				
Street department	\$ 77,699	\$ 77,699	\$ 68,523	\$ 9,176
Snow and ice removal	1,000	1,000	960	40
Street lighting	10,000	10,000	8,780	1,220
Shop	8,204	8,204	8,117	87
Total highways and streets	\$ 96,903	\$ 96,903	\$ 86,380	\$ 10,523
Sanitation				
Recycling center	\$ 11,515	\$ 11,515	\$ 13,867	\$ (2,352)

**CITY OF VERGAS
VERGAS, MINNESOTA**

**Schedule 1
(Continued)**

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2021**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget Positive (Negative)
Expenditures				
Current (continued)				
Culture and recreation				
Parks	\$ 55,225	\$ 55,225	\$ 73,397	\$ (18,172)
Community center	23,450	23,450	31,685	(8,235)
Trails	-	-	4,540	(4,540)
Total culture and recreation	\$ 78,675	\$ 78,675	\$ 109,622	\$ (30,947)
Debt service				
Principal retirement	\$ -	\$ -	\$ 35,125	\$ (35,125)
Interest	7,000	7,000	-	7,000
Total debt service	\$ 7,000	\$ 7,000	\$ 35,125	\$ (28,125)
Capital outlay				
General government	\$ 2,000	\$ 2,000	\$ 11,335	\$ (9,335)
Highways and streets	48,000	48,000	14,355	33,645
Sanitation	10,000	10,000	-	10,000
Culture and recreation	38,000	38,000	6,378	31,622
Total capital outlay	\$ 98,000	\$ 98,000	\$ 32,068	\$ 65,932
Total Expenditures	\$ 381,551	\$ 381,551	\$ 445,039	\$ (63,488)
Excess of Revenues Over (Under)				
Expenditures	\$ (25,000)	\$ (25,000)	\$ 54,839	\$ 79,839
Other Financing Sources (Uses)				
Transfers in	\$ 25,000	\$ 25,000	\$ 60,000	\$ 35,000
Transfers out	-	-	(13,000)	(13,000)
Total Other Financing Sources (Uses)	\$ 25,000	\$ 25,000	\$ 47,000	\$ 22,000
Net Change in Fund Balance	\$ -	\$ -	\$ 101,839	\$ 101,839
Fund Balance - January 1	179,917	179,917	179,917	-
Fund Balance - December 31	\$ 179,917	\$ 179,917	\$ 281,756	\$ 101,839

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 2

**SCHEDULE OF CONTRIBUTIONS
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION OF MINNESOTA
FOR THE YEAR ENDED DECEMBER 31, 2021**

GENERAL EMPLOYEES RETIREMENT FUND PENSION PLAN

Fiscal Year Ending	Statutorily Required Contribution	Contributions in Relation to the Statutorily Required Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
December 31, 2021	\$ 17,448	\$ 17,448	\$ -	\$ 233,947	7.5%
December 31, 2020	\$ 16,498	\$ 16,498	\$ -	\$ 221,039	7.5%
December 31, 2019	\$ 15,680	\$ 15,680	\$ -	\$ 209,067	7.5%
December 31, 2018	\$ 13,454	\$ 13,454	\$ -	\$ 179,387	7.5%
December 31, 2017	\$ 12,565	\$ 12,565	\$ -	\$ 167,533	7.5%
December 31, 2016	\$ 12,653	\$ 12,653	\$ -	\$ 168,706	7.5%
December 31, 2015	\$ 12,150	\$ 12,150	\$ -	\$ 162,974	7.5%

Note: This schedule is intended to present 10 years and will be completed as information becomes available.

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 3

**SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION
FOR THE YEAR ENDED DECEMBER 31, 2021**

GENERAL EMPLOYEES RETIREMENT FUND PENSION PLAN

Fiscal Year Ending	Proportion of the Net Pension Liability	Proportionate Share of the Net Pension Liability (Asset)	Proportionate Share of the State of Minnesota's Proportionate Share of the Net Pension Liability	Proportionate Share of the Net Pension Liability and Proportionate Share of the State of Minnesota's Share of the Net Pension Liability	Covered Payroll	Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
June 30, 2021	0.0031%	\$ 132,384	\$ 4,049	\$ 136,433	\$ 229,490	57.69%	87.00%
June 30, 2020	0.0029%	\$ 173,868	\$ 5,201	\$ 179,069	\$ 219,914	79.06%	79.06%
June 30, 2019	0.0026%	\$ 143,748	\$ 4,500	\$ 148,248	\$ 190,677	75.39%	80.23%
June 30, 2018	0.0027%	\$ 149,785	\$ 4,933	\$ 154,718	\$ 186,928	80.13%	79.53%
June 30, 2017	0.0024%	\$ 153,214	\$ 1,939	\$ 155,153	\$ 169,253	90.52%	75.90%
June 30, 2016	0.0026%	\$ 211,107	\$ 2,826	\$ 213,933	\$ 166,322	126.93%	68.90%
June 30, 2015	0.0029%	\$ 145,111	\$ -	\$ 145,111	\$ 179,398	80.89%	78.20%

Note: This schedule is intended to present 10 years and will be completed as information becomes available.

CITY OF VERGAS VERGAS, MINNESOTA

NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2021

I. Budgetary Information

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. All annual appropriations lapse at fiscal year-end.

In September of each year, the City Council drafts a preliminary budget after giving interested citizens a reasonable opportunity to be heard. The final budget is approved in December and a certified levy is sent to Otter Tail County. Truth in taxation requires that a final levy may not exceed a preliminary levy.

The appropriated budget is prepared by fund, function, and department. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is the departmental level.

II. Excess of Expenditures Over Budget

The following departments had expenditures in excess of budget for the year ended December 31, 2021:

	<u>Expenditures</u>	<u>Budget</u>	<u>Excess</u>
General Fund			
General government			
Administration	\$ 15,725	\$ 12,678	\$ (3,047)
Professional services	15,488	2,900	(12,588)
Legal	8,729	7,500	(1,229)
Insurance	3,005	2,500	(505)
Other general government	22,940	-	(22,940)
Public safety			
Fire	15,264	-	(15,264)
Fire relief association	48,737	22,500	(26,237)
Sanitation			
Recycling center	13,867	11,515	(2,352)
Culture and recreation			
Parks	73,397	55,225	(18,172)
Community center	31,685	23,450	(8,235)
Trails	4,540	-	(4,540)
Debt service			
Principal retirement	35,125	-	(35,125)
Capital outlay			
General government	11,335	2,000	(9,335)

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Notes to Schedule of Changes in Net Pension Liabilities and Related Ratios

The information presented in the required supplementary schedules was used in the actuarial valuation for purposes of determining the actuarially determined contribution rates. Changes in actuarial assumptions are described in the Notes to the Financial Statements. The assumptions and methods used for this actuarial valuation were recommended by PERA and adopted by the City Council. The following changes were reflected in the valuation performed on behalf of PERA for the fiscal year June 30:

General Employees Fund

2021 Changes

Changes in Actuarial Assumptions

- The investment return and single discount rates were changed from 7.50 percent to 6.50 percent, for financial reporting purposes.
- The mortality improvement scale was changed from Scale MP-2019 to Scale MP-2020.

Changes in Plan Provisions

- There were no changes in plan provisions since the previous valuation.

2020 Changes

Changes in Actuarial Assumptions

- The price inflation assumption was decreased from 2.50 percent to 2.25 percent.
- The payroll growth assumption was decreased from 3.25 percent to 3.00 percent.
- Assumed salary increase rates were changed as recommended in the June 30, 2019 experience study. The net effect is assumed rates that average 0.25 percent less than previous rates.
- Assumed rates of retirement were changed as recommended in the June 30, 2019 experience study. The changes result in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements.
- Assumed rates of termination were changed as recommended in the June 30, 2019 experience study. The new rates are based on service and are generally lower than the previous for years 2-5 and slightly higher thereafter.
- Assumed rates of disability were changed as recommended in the June 30, 2019 experience study. The change results in fewer predicted disability retirements for males and females.
- The base mortality table for healthy annuitants and employees were changed from the RP-2014 table to the Pub-2010 General Mortality table, with adjustments. The base mortality table for disabled annuitants was changed from the RP-2014 disabled annuitant mortality table to the PUB-2010 General/Teacher disabled annuitant mortality table, with adjustments.
- The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019.
- The assumed spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100 percent Joint & Survivor option changed from 35 percent to 45 percent. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15 percent to 30 percent. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

Changes in Plan Provisions

- Augmentation for current privatized members was reduced to 2.0 percent for the period July 1, 2020 through December 31, 2023 and 0.0 percent after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Notes to Schedule of Changes in Net Pension Liabilities and Related Ratios

General Employees Fund (Continued)

2019 Changes

Changes in Actuarial Assumptions

- The morality projection scale was changed from MP-2017 to MP-2018.

Changes in Plan Provisions

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The State's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 Changes

Changes in Actuarial Assumptions

- The morality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.00 percent per year through 2044 and 2.50 percent per year thereafter to 1.25 percent per year.

Changes in Plan Provisions

- The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024.
- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.
- Deferred augmentation was changed to 0.00 percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.
- Contribution stabilizer provisions were repealed.
- Postretirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019.
- For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors.
- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

2017 Changes

Changes in Actuarial Assumptions

- The combined service annuity (CSA) loads were changed from 0.80 percent for active members and 60.00 percent for vested and non-vested deferred members. The revised CSA load are now 0.00 percent for active member liability, 15.00 percent for vested deferred member liability, and 3.00 percent for non-vested deferred member liability.
- The assumed postretirement benefit increase rate was changed for 1.00 percent per year for all years to 1.00 percent per year through 2044 and 2.50 percent per year thereafter.

Changes in Plan Provisions

- The State's contribution for the Minneapolis Employees Retirement Fund equals \$16,000,000 in 2017 and 2018, and \$6,000,000 thereafter.

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Notes to Schedule of Changes in Net Pension Liabilities and Related Ratios

General Employees Fund

2017 Changes

Changes in Plan Provisions (Continued)

- The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from \$21,000,000 to \$31,000,000 in calendar years 2019 to 2031. The state's contribution changed from \$16,000,000 to \$6,000,000 in calendar years 2019 to 2031.

2016 Changes

Changes in Actuarial Assumptions

- The assumed postretirement benefit increase rate was changed from 1.00 percent per year through 2035 and 2.50 percent per year thereafter to 1.00 percent per year for all years.
- The assumed investment return was changed from 7.90 percent to 7.50 percent. The single discount rate changed from 7.90 percent to 7.50 percent.
- Other assumptions were changed pursuant to the experience study June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth and 2.50 percent for inflation.

Changes in Plan Provisions

- There have been no changes since the prior valuation.

2015 Changes

Changes in Actuarial Assumptions

- The assumed postretirement benefit increase rate was changed from 1.00 percent per year through 2030 and 2.50 percent per year thereafter to 1.00 percent per year through 2035 and 2.50 percent per year thereafter.

Changes in Plan Provisions

- On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by \$1.1 billion and increase the fiduciary plan net position by \$892 million. Upon consolidation, state and employer contributions were revised; the State's contribution of \$6.0 million, which meets the special funding situation definition, was due September 2015.

OTHER SCHEDULES

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 4

**SCHEDULE OF INTERGOVERNMENTAL REVENUE
FOR THE YEAR ENDED DECEMBER 31, 2021**

Shared Revenue

State

Fire state aid	\$ 20,508
Local government aid	37,413
Market value credit	876
Small Cities Assistance Payment	<u>15,728</u>

Total Shared Revenue	\$ 74,525
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Grants

Local

Otter Tail County	\$ 22,574
West Central Initiative	<u>72,055</u>

Total Local	\$ 94,629
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State

Minnesota Department of Public Safety	6,210
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Federal

Department of Treasury	<u>19,234</u>
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Total Grants	\$ 120,073
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Total Intergovernmental Revenue	\$ 194,598
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MANAGEMENT AND COMPLIANCE SECTION

Colleen Hoffman, Director
Crystelle Philipp, CPA
Marit Martell, CPA



Hoffman, Philipp, & Martell, PLLC

1541 Highway 59 South | Thief River Falls, MN 56701 | Phone: 218-681-4078 | choffman@hpmaudit.com

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

City Council
City of Vergas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, and each major fund of the City of Vergas as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the City of Vergas's basic financial statements, and have issued our report thereon dated June 22, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Vergas's internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose expressing an opinion on the effectiveness of the City of Vergas's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Vergas's internal control over financial reporting.

A *deficiency* in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant

deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We identified certain deficiencies in internal control over financial reporting, described in the accompanying Schedule of Findings and Responses as items 2021-001 and 2021-002 that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Vergas's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Minnesota Legal Compliance

The *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statute, § 6.65, contains seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. Our audit considered all of the listed categories, except we did not test for compliance with the provisions for tax increment financing because the City of Vergas has no tax increment financing districts.

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions.

City of Vergas's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City of Vergas's response to the findings identified in our audit and described in the accompanying Schedule of Findings and Responses. The City of Vergas's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance, and the provisions of the *Minnesota Legal Compliance Audit Guide for Cities*, and the results of that testing, and not to provide an opinion on the effectiveness of the City of Vergas's internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control over financial reporting and compliance. Accordingly, this communication is not suitable for any other purpose.



Hoffman, Philipp, & Martell, PLLC
June 22, 2022

**CITY OF VERGAS
VERGAS, MINNESOTA**

**SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2021**

**I. FINDINGS RELATED TO FINANCIAL STATEMENTS AUDITED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

INTERNAL CONTROL

PREVIOUSLY REPORTED ITEMS NOT RESOLVED

Finding Number: 2021-001

Prior Year Finding Number(s): 2020-001 and 2020-002

Repeat Finding Since: 2006 and 2007

Finding Title: Segregation of Duties and Internal Controls

Criteria: The financial statements are the responsibility of the City's management. Internal control over financial reporting is a process designed to provide reliable assurance about the achievement of the City's objectives with regard to reliability of financial reporting and compliance with applicable laws and regulations. These controls must include a process for monitoring controls to ensure effectiveness and efficiency of operations.

Condition: Internal controls over financial reporting and the safeguarding of assets against unauthorized acquisition, use, or disposition include controls related to financial reporting and operational objectives. The City does not have a process for monitoring to ensure the internal controls are effective. Due to the limited number of personnel within the City of Vergas, segregation of the accounting functions necessary to ensure adequate internal control and monitoring is not possible.

Context: The small size and staffing of the City of Vergas limits the segregation of duties and internal control that management can design and implement. Although the City of has some controls in spite of limited staff, they do not have a documented process for monitoring those controls.

Effect: Without documented internal controls and a process for monitoring internal controls, the City cannot provide assurance about the reliability of financial reporting or the effectiveness and efficiency of operations. Errors or irregularities may occur and not be detected in a timely manner.

Cause: The City has never formalized its policies and procedures for internal controls and monitoring of those controls into a written comprehensive document.

Recommendation: Management should continually be aware of the lack of reliability of internal controls due to limited segregation of duties. We recommend the City of Vergas formalize written documentation of their internal controls and the monitoring process to ensure the reliability of financial reporting and compliance with applicable laws and regulations, and the effectiveness and efficiency of operations.

City's Response: *The small size of the City limits the number of personnel available to perform separate duties, however, the City Council is aware of this situation and provides oversight and review. The City does have some written policies and continues to work on improving internal controls over financial reporting and compliance and the documentation of those controls.*

Note: The following prior year findings have been combined into finding number 2021-001: Segregation of Duties and Internal Controls:

- Finding Number: 2020-001 Segregation of Duties
- Finding Number: 2020-002 Internal Controls

**CITY OF VERGAS
VERGAS, MINNESOTA**

Finding Number: 2021-002

Prior Year Finding Number: 2020-003

Repeat Finding Since: 2015

Finding Title: Accounting and Financial Reporting for Pensions

Criteria: The Governmental Accounting Standards Board (GASB) issued Statement No. 68, *Accounting and Financial Reporting for Pensions*, which provides accounting and reporting standards for pensions offered to retirees. GASB 68 was first applicable to the City of Vergas for the year ended December 31, 2015.

Condition: GASB Statement 68 has not yet been fully implemented by the City of Vergas as required. The City has reported net pension liability for City employees, but this does not include members of the Fire Relief Association. The City Fire Relief Association has not undergone an actuarial study to determine its net pension liability (asset).

Context: The City should encourage the Fire Relief Association to obtain an actuarial study to determine its net pension liability (asset) for its inclusion in the City's financial statements.

Effect: Because the City of Vergas has not fully complied with the requirements of GASB Statement 68, a qualified opinion is issued on the governmental activities of the City of Vergas.

Cause: The Fire Relief Association has not hired an actuary to determine its net pension liability (asset) to meet the requirements for financial reporting under GASB Statement 68.

Recommendation: We recommend the City Council encourage the Fire Relief Association to obtain an actuarial study to determine its net pension liability (asset) for inclusion in the City's financial statements.

City's Response: *The City will encourage the Fire Relief Association to obtain an actuarial study to determine its net pension liability (asset) to stay in compliance with GASB Statement 68 for pensions offered to its retirees.*

CORRECTIVE ACTION PLAN FOR THE YEAR ENDED DECEMBER 31, 2021

Finding Number: 2021-001

Finding Title: Segregation of Duties and Internal Controls

Name of Contact Person Responsible for Corrective Action: City Council and management.

Corrective Action Planned: The City of Vergas is aware of the segregation of duties and the internal control over financial reporting issue. Due to limited staffing, segregation of duties is not always possible. Management will implement oversight procedures where and whenever possible.

Anticipated Completion Date: December 31, 2022. *The small size of the City limits the number of personnel available to perform separate duties, however, the City Council is aware of this situation and provides oversight and review. The City does have some written policies and continues to work on improving internal controls over financial reporting and compliance and the documentation of those controls.*

Finding Number: 2021-002

Finding Title: Accounting and Financial Reporting for Pensions

Name of Contact Person Responsible for Corrective Action: City Council and management

Corrective Action Planned: The City will encourage the Fire Relief Association to obtain an actuarial study to determine its net pension liability (asset) to stay in compliance with GASB Statement 68 for pensions offered to its retirees.

Anticipated Completion Date: December 31, 2022.

SCHEDULE OF PRIOR AUDIT FINDINGS FOR THE YEAR ENDED DECEMBER 31, 2021

Finding Number: 2020-001
Repeat Finding Since: 2006
Finding Title: Segregation of Duties

Summary of Condition: Due to the limited number of personnel within the City, segregation of the accounting functions necessary to ensure adequate internal accounting control is not possible.

Summary of Corrective Action: Management is continually aware that segregation of duties is not adequate from an internal control point of view. The City Council continues to implement oversight procedures and monitor those procedures to determine if they are still effective.

Status: Not fully corrected. This prior audit finding number and description has been combined into finding number 2021-001 – Segregation of Duties and Internal Controls.

Finding Number: 2020-002
Repeat Finding Since: 2007
Finding Title: Internal Controls

Summary of Condition: Internal controls over financial reporting and the safeguarding of assets against unauthorized acquisition, use, or disposition include controls related to financial reporting and operational objectives. The City does not have a process for monitoring to ensure the internal controls are effective.

Summary of Corrective Action: The City has begun to formalize written documentation of their internal controls and the monitoring process to ensure the reliability of financial reporting and the effectiveness and efficiency of operations.

Status: Not fully corrected. This prior audit finding number and description has been combined into finding number 2021-001 – Segregation of Duties and Internal Controls.

Finding Number: 2020-003
Repeat Finding Since: 2015
Finding Title: Accounting and Financial Reporting for Pensions

Summary of Condition: The Governmental Accounting Standards Board (GASB) issued Statement No. 68, *Accounting and Financial Reporting for Pensions*, which provides accounting and reporting standards for pensions offered to retirees. GASB 68 was first applicable to the City of Vergas for the year ended December 31, 2015.

GASB Statement 68 has not yet been fully implemented by the City of Vegas as required. The City Fire Relief Association has not undergone an actuarial study to determine its net pension liability (asset).

Summary of Corrective Action: The City has encouraged the Fire Relief Association to obtain an actuarial study to determine its net pension liability (assets) for its inclusion in the City's financial statements.

Status: Not fully corrected.

**City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022**

8. 1st Ave S

Files Attached

- Diagonal Parking Approval Letter 5-5-2022.pdf
- 20220208-Vergas-ParkingConcept1.pdf
- Resolution 2022-002 Diagonal Parking along 1st Ave.pdf



May 5, 2022

Ms. Julie Lammers, City Clerk-Treasurer
City of Vergas
P.O. Box 32
Vergas, MN 56587

Re: Diagonal Parking CSAH 4 (1st Avenue South)

Dear Julie:

We approve the City's request to change to diagonal parking on the westerly side of the portion of County State Aid Highway (CSAH) 4 that is 1st Avenue South. The City will be responsible for installing and maintaining all pavement markings and signage related to the diagonal and parallel parking on this portion of CSAH 4. All pavement markings and signage shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD), current edition. The City will also be responsible for obliterating the current highway centerline marking.

To be properly maintained the pavement markings will most likely need to be redone twice a year, spring and fall. If the pavement markings and signage are not adequately maintained by the City the parking will revert back to parallel parking at the City's expense.

If you have any questions or require more information, please feel free to contact me at any time.


Sincerely,
Otter Tail County Highway Department

Charles H. Grotte, P.E.
County Engineer

Cc: Matt Yavarow, Assistant County Engineer
Cristi Field, Highway Maintenance Supervisor
Ricky Swanberg, Lead Sign Technician
File



- NOTES:
1. CURB LINES DRAWN FROM AERIAL IMAGERY.
 2. PROPERTY INFORMATION OBTAINED FROM OTTER TAIL COUNTY GIS.
 3. 1ST AVENUE S ADT ~ 2,350 PER MNDOT.
 4. PARKING SETBACKS PER MN STATUE 169.34.
 5. ROADWAY WIDTH AND PARALLEL PARKING PER MN STATUE 8820.9936 FOR ADT<10,000.
 6. 45° ANGLED PARKING PER MN STATUE 8820.9961 FOR ADT<3,000.



NO.	DATE	REVISION

DRAFTED
SAK

REVIEWED
JJD

PROJECT NUMBER
2104-01786

ISSUE DATE
2/8/2022

1ST AVENUE PARKING

CITY OF VERGAS
VERGAS, MINNESOTA

CONCEPT 1

SHEET
1

RESOLUTION 2022-002
RESOLUTION FOR DIAGONAL PARKING ONLY

WHEREAS, the City of Vergas has submitted to the Commissioner of Transportation the plans and specifications for the improvement of 1st Avenue (Otter Tail County State Highway No. 4) from the corner of Linden to the corner of Main Street Otter Tail County State Highway No. 17 in Vergas.

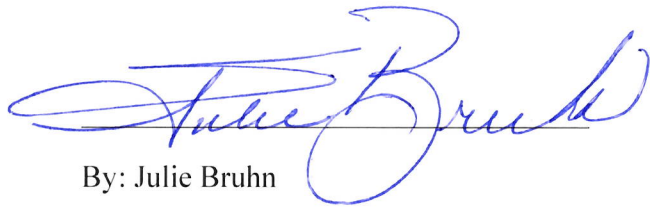
WHEREAS, state-aid funds will be expended on the improvement of this street, and

WHEREAS the approved state aid standards as applicable to this project limit and restrict all parking to that which is diagonal with the curb.

NOW, THEREFORE, BE IT RESOLVED that said City of Vergas shall require that parking of all vehicles within the corporate limits on 1st Avenue (Otter Tail County State Highway No. 4) be diagonal with the curb in accordance with the State Aid Standards.

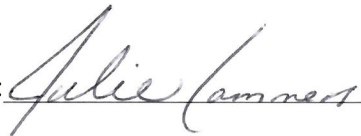
Passed and Adopted by the Council on this 8th day of February 2022.

CITY OF Vergas



By: Julie Bruhn

Its Mayor

ATTEST: 

By: Julie Lammers

Its City Clerk-Treasurer

**City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022**

9. Engineering

- A. GIS Report
- B. Keilley Shores 3rd Addition

Files Attached

- Vergas_GIS_Widseth_Agreement_220711.pdf
- CONF City of Vergas Comprehensive Street Condition Survey.pdf
- Keilley Shores 3rd Add. Plan Review.pdf
- CONF City of Vergas Keilley Shores.pdf

CONFIRMATION OF REQUEST FOR GIS SERVICES

CLIENT: City of Vergas

SERVICE REQUESTED BY: Julie Lammers

DATE: July 11, 2022

PROJECT: 2022 Vergas GIS Implementation Services

DESCRIPTION OF WORK INVOLVED: Widseth will assist Vergas in the procurement and setup of their own cloud-based Geographic Information System (GIS) site (via ESRI's ArcGIS On-Line (AGOL) service). Widseth will compile existing GIS datasets from the City and other sources (parcels, roadways, zoning, etc) and upload to the site. The primary mapping application will include 'Print' and 'Proximity' tools and available datasets for users. Widseth will create a virtual map and dataset for field collection. Once the site is completed, Widseth will conduct an on-site training at the City office with staff. The amount of yearly, licensed 'Users' is determined by the City and can be added-to/altered at any time through your contract with ESRI. One 'Creator' license is required, and additional licenses should be based on needs.

ESTIMATED PROJECT COSTS:

GIS Enhancements (Widseth fees)

AGOL license procurement, site setup & on-site training	\$2,500
Existing data acquisition, conversion, and development	<u>\$2,100</u>
Estimated GIS Implementation Cost	\$4,600

ArcGIS Online Subscriptions (annual license fees via Esri)

Creator license (site administrator - required)	\$500
Field Worker license (edit, collect)	\$350/each
Viewer license (view maps/data only)	\$100/each

Additional GIS services

Additional training	hourly rates
GIS database edits/creation/analysis	hourly rates
Paper and pdf map creation/plotting	hourly rates

TIME SCHEDULE FOR SERVICES:

Begin work upon request

ATTACHMENTS:

2022 Widseth Fee Schedule

CONFIRMATION OF REQUEST FOR GIS SERVICES

BILLING METHOD:

- ☒ Hourly + Expenses
- ☐ Lump Sum
- ☐ Other

BILLING SCHEDULE:

- ☒ Monthly
- ☐ Phased
- ☐ Upon Completion

GIS REMARKS: Widseth will work on the core elements of the AGOL site (users, groups, administrative rights/security), uploading feature datasets as services, and building maps/applications. Anticipated datasets will include: County parcels, streets, Zoning & utility data extracted from previous consulting firm sent to City. We will help the City when deciding on quantity and type of subscriptions: Creator (Administrator, data collection, edit, view) \$500, Field Worker (data collection, edit, view) \$350 and Viewer (map/data viewing only) \$100.

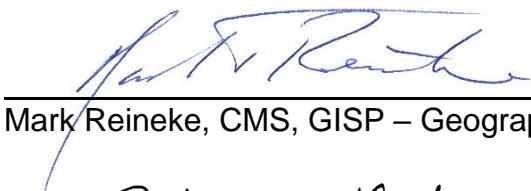
Widseth will provide training to City staff once the site is complete. This will consist of a presentation of AGOL web & apps, and your current capabilities. We will also show examples of additional features used by other Cities if desired. We will provide hands-on training using your own equipment.

Work will be done at Widseth's hourly rates per the attached 2022 fee schedule for any additional work.

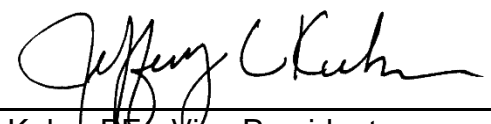
WIDSETH agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

SUBMITTED:
WIDSETH

APPROVED:
City of Vergas

BY: 
Mark Reineke, CMS, GISP – Geographer

BY: _____
Julie Lammers - City Clerk

BY: 
Jeff Kuhn, PE - Vice President

DATE: _____

2022 FEE SCHEDULE

CLASSIFICATION	RATE
Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer	
Level I	\$125 / Hour
Level II	\$148 / Hour
Level III	\$172 / Hour
Level IV	\$180 / Hour
Level V	\$195 / Hour
Technician	
Level I	\$ 82 / Hour
Level II	\$105 / Hour
Level III	\$122 / Hour
Level IV	\$137 / Hour
Level V	\$153 / Hour
Computer Systems Specialist	\$175 / Hour
Senior Funding Specialist	\$130 / Hour
Marketing Specialist	\$120 / Hour
Funding Specialist	\$100 / Hour
Administrative Assistant	\$ 75 / Hour

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) <i>subject to IRS Guidelines</i>	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
ATV 4-Wheeler Rental	\$100 / Day
ATV Side by Side Rental	\$200 / Day
Waste Water Sampler	\$40 / Day
ISCO Flow Recorder	\$60 / Day
Photoionization Detection Meter	\$80 / Day
Explosimeter	\$50 / Day
Product Recovery Equipment	\$35 / Day
Survey-Grade GPS (Global Positioning System)	\$75 / Hour
Mapping GPS (Global Positioning System)	\$150 / Day
Lath & Hubs	\$150 / Day
Soil Drilling Rig	\$35 / Hour
Groundwater Sampling Equipment	\$75 / Day
Subcontractors	Cost plus 10%

REPRODUCTION COSTS	
Black & White Copies: 8-1/2" x 11"	\$0.10 Each
Black & White Copies: 11" x 17"	\$0.50 Each
Black & White Copies: 24" x 36"	\$3 Each
Color Copies: 8-1/2" x 11"	\$2 Each
Color Copies: 11" x 17"	\$4 Each
Color Copies: 24" x 36"	\$12 Each
Color Plots: 42" x 48"	\$22 Each

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

CONFIRMATION OF REQUEST FOR ENGINEERING SERVICES

CLIENT: City of Vergas

LOCATION: Vergas, MN

SERVICE REQUESTED BY: Julie Lammers **DATE:** July 12, 2022

PROJECT: City of Vergas Comprehensive Street Condition Survey **Widseth #:** XXXXXXXX

DESCRIPTION OF WORK INVOLVED: Provide professional engineering services for a comprehensive street condition survey of streets within the City limits. Work to include a visual inspection of all streets with City staff to evaluate the condition of each street. The purpose of this inspection is to get a preliminary indication of the pavement condition and to categorize the streets using the following rating system.

- | | |
|---|-------------------|
| 1 | New or Nearly New |
| 2 | Thin Overlay |
| 3 | Major Overlay |
| 4 | Reclaim |
| 5 | Reconstruction |
| 6 | Gravel |

This information will be entered into a GIS database along with the length and width information to determine a per-block cost of each street. The information will be presented as follows:

1. An overall exhibit of street conditions.
2. A series of exhibits showing the cost of each street on a block-by-block basis for each of the pavement conditions listed above.
3. A series of comprehensive exhibits (pie chart and/or bar chart) showing the total city streets by length, condition, and cost.
4. A summary of overall pavement conditions based on length (miles) and cost.
5. Preparation of 5-year Capital Improvement Plan.

Work to include PowerPoint presentation of information to City staff and to the City Council as requested.

TIME SCHEDULE FOR WORK: Engineer to begin work promptly. Work to be completed within 60 days. Presentation to City Council to be as scheduled by the client.

ESTIMATED ENGINEERING COSTS:

Comprehensive Street Condition Survey – Lump Sum	\$5,500
--	---------

BILLING METHOD:

(X) Lump Sum

BILLING SCHEDULE:

(X) Monthly

REMARKS: See attached General Provisions of Professional Services Agreement.

WIDSETH SMITH NOLTING agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

SUBMITTED:
WIDSETH SMITH NOLTING

APPROVED:
CITY OF VERGAS

BY: _____
Jeff Kuhn, P.E.

BY: _____

BY: _____
Tim Schoonhoven, P.E.

DATE: _____

MEMO

Date: July 11, 2022
To: City of Vergas - Julie Lammers
From: Jeff Kuhn
Subject: Keilley Shores 3rd Add. Plan Review

As requested, Widseth has reviewed the above plans and specifications. In general, the plans and specs meet most if not all of the required standards for this type of work.

The Developers' Engineer appears to have utilized industry standards for design, plan assembly and specifications.

There are maybe a few items that may have been previously discussed with the City for which Widseth is looking to ensure this discussion with the City to cover some possible options or concerns.

PLAN COMMENTS:

1. Manhole frame height – flush with surface or 0.5" low? Most prefer them to be 0.5" low.
2. C-101 and C-501 – Not sure how the existing cul-de-sac is going to be graded to remain or be removed? Also, unsure if 1:4 backslopes are going to be very desirable. (West side of road). May want to do more grading to leave a more mow-able slope? Maybe something less like 1:5 or flatter is possible. Also concerned about road access to some of the lots.
3. Consider culvert end protection at c/l culvert to pond. Have soil boring been completed at pond location? It doesn't appear to be included. May need additional erosion protection at pond outlet and around pond low end.
4. Grading indicated on C-102 and C-502 & 503 appears to leave a very tall slope to climb up to lots along the west side of the road.
5. C-403 and C-503 work may be happening on property to the south. Are there easements and permission?
6. C-601 – Centerline culvert is proposed as a metal culvert. Widseth recommends this and all centerlines be concrete pipe. Maybe want to consider this for future road standards?
7. Typical section indicates a 2' deep ditch in general. This may cause culvert/entrance pipe cover issues especially on the east/lake side of the road.
8. Testing agency appears to be paid for by the Developer, please confirm. Is this acceptable to the City?
9. Street signs – any additional signs needed as part of this project?

SPECIFICATIONS: – In general seem good. Things to consider are as follows:

1. Density on Trench and Roadway
 - i. Frequency indicates as directed by the Engineer. Is this clear? Who is the Engineer?
2. Sewer Service Pipe and Fittings
 - i. They call out SDR-35 which is acceptable, we have been upgrading this to SDR-26 quality pipe and fittings due to the settlement that can occur more often around the narrow trenches and cause fittings and pipe to shift and break.

3. Pre-Con meeting? Is there one? Would recommend.

CONFIRMATION OF REQUEST FOR ENGINEERING SERVICES

CLIENT: City of Vergas**LOCATION:** Vergas, MN**SERVICE REQUESTED BY:** Julie Lammers**DATE:** July 12, 2022**PROJECT:** Keilley Shores Third Addition Construction Admin & Observation **Widseth #: XXXXXXXX**

DESCRIPTION OF WORK INVOLVED: Provide professional engineering services for assistance with construction administration and observation for the Keilley Shores Third Addition project. The project includes street, sanitary sewer, watermain, and storm sewer improvements in the Keilley Shores Third Addition area. Work to include verification of construction of the public infrastructure included in the plans (as provided by Moore Engineering Inc), and surveying upon request. The purpose of construction observation is to ensure the constructed project meets the plans and specifications as well as city code.

TIME SCHEDULE FOR WORK: Work to coincide with the start of construction, following the schedule as described in the plans and specifications.

ESTIMATED ENGINEERING COSTS:

Construction Services - Administration and Observation	
Estimated Hourly --	\$44,000
Survey Staking Services – As requested -- Hourly	\$ TBD

BILLING METHOD:

(X) Hourly

BILLING SCHEDULE:

(X) Monthly

REMARKS: See attached Widseth Hourly Rates and General Provisions of Professional Services Agreement.

WIDSETH SMITH NOLTING agrees to perform the described work as set forth above. The **CLIENT** agrees to make payment for work performed within thirty (30) days after receipt of billing.

SUBMITTED:**WIDSETH SMITH NOLTING****APPROVED:****CITY OF VERGAS**BY: _____
Jeff Kuhn, P.E.

BY: _____

BY: _____
Tim Schoonhoven, P.E.

DATE: _____

City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022

11. Committee Reports

1. Parks
2. Streets/Sidewalks/Yard Waste
3. EDA/HRA
4. Planning Commission
5. Event Center
5. Liquor Store/Municipal Building/Licensing
6. Personnel - Election Judge

Files Attached

- June 23, 2020 Park Board.pdf
- 07-06-2022 EDA_HRA Agenda and Minutes.pdf
- 06-20-2022 Planning Commission Meeting minutes.pdf
- 06-27-2022 Planning Commission Meeting minutes.pdf
- 2022 Nuisance Notices.pdf
- 2022-07-06 Event Center Meeting Agenda & Minutes.pdf
- 06.30.22SSYW minutespdf.pdf
- 06-29-2021 Liquor Store, Municipal Buildings, License Committee meeting.pdf

VERGAS PARKS & REC ADVISORY MEETING MINUTES

6/22/2022 at the Event Center, 5:00 p.m.

Members Present: Sherri Hanson, Mike Dufrane, Tony Sailor, Paul Pinke, Steph Hogan

Members Absent: Carol Albright, Sidney Dahlgren

Others Present: Julie Lammers

Swing set Final Report: There was good community effort getting the Swing set erected. Mike reported that the wood chips have been installed and they have lowered the baby swing which had been too high. People have been using the swings which is nice to see.

NDSU Park Plans: We will have a special meeting to review the plans on the smart board. That meeting will take place on Monday July 25th at 3:00 p.m.

Budget: Question is there enough money to buy a second doggie waste station. Kelsey Varity who donated the money for the first waste station was all right with it's placement in the Park but Carol Albright told the board we might be able to buy a second one for the entrance to Tin Can. There is \$49 left from the Varity donation. It was decided we could afford the \$150 For purchase of a second doggie waste station. Mike or Julie will order it on line. We are responsible for purchasing the bags for the waste station.

The brush hog approved at a previous meeting has not yet been ordered.

The trash cans have not been ordered. The cost of the garbage cans is \$600 each with a shipping fee of \$433. We had talked about ordering 2 but 4 would be ideal. The break down of the cost is \$422 For the can, \$85 For the liner, and \$100 For the lid. The purchase of the new garbage cans will need to be taken to council for approval. We discussed doing the cans without the liners but Mike said this is not a good idea. Mike and Matt empty them up at the city garage in the dumpster there. We wondered if we had compared garbage cans with other communities and it appears the best option is a company out east. Tony asked if it might be possible to rent the cans from Steve's Sanitation who does the cities waste collection. Mike was going to check on whether that is possible and the expense.

The cost of the mulch used by the Swing set was \$2,500. This is almost double the past purchases. The expense will come out of the Operating Supplies portion of our budget. The mulch was also placed at the Pat Prentis planting, the flowers on the beach, and the playground behind the Event Center.

The expense for the chemicals used to control the weeds at the Beach was \$900. The generator Mike needed for doing his work has been purchased for \$247.

The invoice has not arrived for the purchase of the Swing set. Tony thinks it might be a little under what we were budgeting for and that money could go toward the replacement of the old grills in Loon Park.

Julie informed us it is budget time and we need to work on our budget next meeting. We need to come with Mike's needs and our wish list and plan make numbers higher not less this year since prices have only been escalating. The budget will be finalized in September by council.

Steps: Ryan Weaver was sent a stop work order by the City on the construction of stairs by the end of the boardwalk. The stairs go from the road to his dock. The construction was completed dispute the fact he was told they were not allowed by the county. Otter Tail County is pursuing the issue. The sheriff's department will deliver an order the steps must be removed within 10 days. If removal does not happen the county will remove them and charge the homeowner. The county attorney will handle this issue.

Buoys: Mike has installed the buoys but not the rope buoys. We need get someone to tie the buoys up. We will wait until next year to get the floats for the beach.

Erosion by the Tin Can Alley approach: Carol has talked with SWCD and they will give Carol their suggestion. The Conservation Corps did the weeding of the native plants garden and Mike and Matt have cleaned up the weeds.

Action Items:

Mike reported the grill for down by the dock has been ordered but not installed. The brush hog has not yet been ordered and the rocks and concrete have been installed under the boat ramp.

Sherri reported that we need to check on the cost for repair of the fence and Dugout before we ask whether the Community Club or Lions for contributions. Mike said there is a problem with the brown fencing because no one wants to do it. He will get bids for white fencing.

We want to get a poster made for Looney Days collection at the Beach. The City will print it or Tammy the graphic designer can design it for the City. Carol was not present so we do not have a report.

Steph reported that she had talked to most of the names on the list and in general their willingness to volunteer depends on the project.

. Mike reported that Summers Construction asked for a bid but too busy. Tom Shepard was also asked for a bid but that not best choice, Mike Sanders said he was too busy to take on the project now. Lorn Mentz said it made more to make it out of metal but that not necessarily good. Also suggested we use the Amish and use wood construction that also not a good idea. Tony said Brainard had used fencing and put a metal roof on top. That is the way most communities are constructing dugouts. Maybe we should use our insurance money do 2 big dugouts instead of the little league dugout and wait on the little league dugout. We also need to look into to fencing for the dugout.

Tony will get a bid from Chris Johnson of St. Croix Recreation regarding the garbage cans and fencing.

Mike reported the dead trees by Peterson Park are not on City property and our responsibility.

SWIMMING Lessons: Registration for swimming lessons will be made through Frazee Community Ed. People can not register for lessons until community ed gets their money from MDE. We will be notified when the link is set up.

Pickle Ball courts were surfaced this week and can be played on after July 1. The fence is not yet installed.

There is a handicapped issue in the bath House by the ball field. There was not much damage but when they moved the location of the Pickle ball courts they did not leave enough space for wheel chair accessibility.

Motion to adjourn made by Tony, motion 2nd by Paul, motion carries. Next meeting July 25 at 5 pm.

NEXT MEETING July 28th.

**Vergas EDA/HRA
Billy's Corner Bar & Grill
2:00 PM on Wednesday, July 6, 2022**

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

Call to Order

Meeting was called to order by Vice President Bruce Albright at 2:05 pm.

Agenda Additions and Deletions

Approved agenda with the addition of the Comprehensive Plan.

Minutes

Motion by Pinke, seconded by Perry to approve June 1, 2022, minutes. Motion passed unanimously.

Status of Recommendations to City Council

Albright informed members the Council approved the resignation of Austin Tegtmeier and assigned Joy Summers to the EDA/HRA board as of September 1, 2022.

Financial Update

Lammers reviewed income and expenses regarding the EDA/HRA.

Old Business

Webpage

No members contacted Lammers with updated information and she did not update the page but will continue to review information.

Comprehensive Plan

Reviewed future land use. Proposed annexation of land along S Townline Road, along Lawrence Lake, along Loon Lake and Long Lake area currently known as Ratz Addition. Proposed extending commercial zoning along Frazee Avenue, changing part of the open district to light industrial and the light industrial to future residential land.

Motion by Pinke, seconded by Perry to recommend to Council to approve the Comprehensive Plan with changes stated. Motion passed unanimously.

New Business

2023 Housing and Economic Development Goals

Updated the 2022 goals to 2023 and asked Lammers to add Comprehensive Plan goals to the list. Next month we will begin to discuss actions needed to accomplish goals.

Meeting adjourned at 3:05 p.m. The next meeting will be held August 3, 2022, at 2 pm at Billy's Corner Bar and Grill.

Julie Lammers
City Clerk-Treasurer
City of Vergas

Council Recommendations

Approve Comprehensive Plan with recommended changes.

Follow up Actions.

Update 2023 EDA/HRA goals with comprehensive plan goals.

Update webpage.

CITY OF VERGAS PLANNING COMMISSION

Special Meeting

Monday, June 20, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission held a special meeting on Monday, June 20, 2022, at 6:00 pm on zoom with the following members present: Bruce Albright, Van Bruhn, Robert Jacoby and Paul Pinke. Absent: Neil Wothe. Also present: Clerk- Treasurer Julie Lammers.

Call to Order

Chairman Bruce Albright called meeting to order at 6:11 pm.

Agenda Additions and Deletions

Approved agenda as provided.

Construction Permits

Albright explained Council has approved Clerk-Treasurer to approve permits which do not include land use changes. Council requests for planning commission to approve all other permits. Permits on tonight's agenda were provided to Council and sent to planning commission. Due to work scheduled on site a special meeting was held.

819 E Scharf Ave- new house and garage

This permit does not include any landscaping or driveway.

Motion by Pinke, seconded by Bruhn to approve construction permit for 819 E Scharf Ave for a new house and garage. Motion passed unanimously.

92 Park View Drive -new house and garage

This permit does not include any landscaping.

Motion by Bruhn, seconded by Pinke to approve construction permit for 92 Park View Drive for a new house, garage and driveway. Motion passed unanimously.

Meeting adjourned at 6:15 pm.

Secretary,
Julie Lammers, Vergas City Clerk-Treasurer

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, June 27, 2022

6:00 pm

Event Center & Zoom Meeting

The City of Vergas Planning Commission was held on Monday, June 27, 2022, at 6:00 pm as a hybrid meeting with the following members present: Van Bruhn, Robert Jacoby, Neil Wothe, Bruce Albright and Paul Pinke. Absent: none. Also present: Clerk-Treasurer Julie Lammers, Jeff Hattlewick, Emily Reno, Patrick Hollister, Jeff Kuhn and Shane Poss.

Call to Order

Chairman Bruce Albright called meeting to order at 6:00 pm.

Agenda Additions and Deletions

Approved agenda with following additions: Vergas Comprehensive Plan, Condition Use Permit application and Variance application.

Minutes

Motion by Pinke, seconded by Jacoby to approve minutes for Monday, May 23, 2022, and Monday, June 20, 2022. Motion passed unanimously.

Status of Council Recommendations

Albright informed planning commission members the Council has approved allowing the City-Clerk Treasurer to approval construction permits which do not change any land use.

Construction Permits

Approved Permits by City Clerk-Treasurer
1106 E Frazee Avenue for roof repair.

99 Park View Drive, landscaping

Motion by Pinke, seconded by Wothe to approve construction permit for 99 park View Drive for landscaping as provided in provided design. Planning Commission members discussed design of landscaping and stated the design called out for 4–6-inch rock and DNR requires rock to be not less than 6 inches in diameter. Stated all work below the high-water mark must have a permit from DNR. Motion by Pinke to resend motion. Motion by Wothe to resend second. Discussed having Lammers contact Julie Aadland, of MN DNR. Motion by Pinke, seconded by Wothe to table permit until more information is provided. Motion passed unanimously.

1156 E Frazee Ave – building steps with no permit

Discussed stop work order given to 1156 E Frazee Avenue on June 16, 2022, while they were building stairs to lake in the County and City easement areas. County has been contacted and they have sent letter to property owner to remove stairs, notified the sheriff department and turned over to the County Attorney.

Motion by Bruhn, seconded by Pinke to support the counties actions and have Lammers send letter stating they are in violation and the need to remove stairs. Motion passed unanimously.

Conditional Use Permit

Keith Bunkowske presented a conditional use permit application and payment to Clerk at the beginning of the meeting for the development of a road in Keilley Shores second and third additions. City Engineer Kuhn stated he has not seen the specifications on the road improvements. Discussed specifications and Bunkowske stated he would contact Moore Engineering for the specifications. Motion by Pinke, seconded by Wothe to approve conditional use permit with the approval of the City Engineer. Motion passed unanimously.

Vergas Comprehensive Plan

Planning Commission members discussed Comprehensive Plan. Albright provided some written updates to be entered into the plan. Invited everyone to the public hearing on Wednesday, June 29 at 7 pm. Motion by Pinke, seconded by Bruhn to recommend Council approve the plan. Motion passed unanimously.

Old Business:

Lawrence Lake Project

City is still looking into grants and has spoken to Wideseth Funding Specialist Gail Leverson to look for any available grants.

Mark Sand & Gravel Interim Use Permit

Jeff Hattlewick, Vice President of Mark Sand and Gravel stated they will be removing the dead trees along the gravel pit and replacing and adding trees to complete the tree project by the end of July. Hattlewick provided an application for a variance and payment regarding the open area of the pit that is not in compliance. Motion by Bruhn, seconded by Wothe to have a public hearing on the variance on August 22, 2022 at 6 pm in a hybrid meeting. Motion passed unanimously. Motion by Pinke, seconded by Wothe to approve 2022 permit for Mark Sand and Gravel. Motion passed unanimously.

Vergas Ordinances

Reviewed snowmobile and dog and cat ordinance. Motion by Pinke, seconded by Jacoby to have city attorney review the ordinances. Motion passed unanimously.

Nuisance Properties

Spreadsheet for nuisance properties was discussed and planning commissioners had not had time to review properties. They will review for the July 25, 2022 meeting. Commissioners asked Lammers to provide a spreadsheet for grass letter notices to the planning commission as it would be helpful to know who was receiving them as well as a nuisance notice.

New Business:

Developers Notice Procedure

Lammers provided developers notice procedure and stated engineer should be added to the pre-application meeting as well as someone from Otter Tail County if development is along a County road. Motion Pinke, seconded by Bruhn to recommend to Council to approve the procedure. Motion passed unanimously.

Meeting adjourned at 7:30 pm.

Secretary,

Julie Lammers, Vergas City Clerk-Treasurer

Follow Up Actions:

350 Pelican Avenue construction assessment (Tanya at Otter Tail County HRA)

Snow emergency routes.

Review camper ordinance.

Information regarding 99 Park View Drive landscaping.

Send ordinances to City Attorney for review.

Public Hearing on Aug. 22, 2022

Council recommendations:

Approve Developers Notice Procedure

<u>Parcel Number</u>	<u>Owner</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Reason for Letter</u>	<u>Date Letter Sent</u>	<u>Responses</u>	<u>DATE Planning Comm removed</u>	<u>Date Second Letter Sent</u>
82000990127000	Tony Licence	350 S Pelican Ave	Vergas	MN	56587	garbage all over yard	5/26/2022	Abated by Mike		
82000990155000	James M Endersby	415 S Unit Avenue	Vergas	MN	56587	Unlicensed vehicles	5/26/2022	All vehicles are operable and used for demo derby's. They are kept away from other properties and they do not stay for more than 4 months. He drives them every couple weeks to mow under them.		6/14/2022
82000990082000	Olson Oil	121W Linden	Vergas	MN	56587	Unlicensed vehicles	5/26/2022	Abated by Mike		
82000990051000	Paula Black	149 E Elm St	Vergas	MN	56587	Unlicensed vehicles	5/26/2022	Abated by Mike		
82000990050000	Scott Ehlke	159 Elm St	Vergas	MN	56587	Unlicensed vehicles	5/26/2022	Abated by Mike		
82000500012002	Wanna Be	235 E Frazee Ave	Vergas	MN	56587	garbage all over yard	5/26/2022			6/13/2022
82000990060000	Daniel & Kim Doyle	146 Main St	Vergas	MN	56587	Unlicensed vehicles	5/26/2022	Abated by Mike		
82000990170000	Ben Lankow	339 E Frazee Ave	Vergas	MN	56587	General Debris	5/26/2022	Stopped in and stated he was selling one lawn mower and using the other one		
82000990077000	Pam Franklin	260 1st Ave S	Vergas	MN	56587					
82000990144000	Tyler Sazama	401 S Pelican Ave	Vergas	MN	56587					
93000990166001	Keith Kuehne	306 E Frazee Ave	Vergas	MN	56587					
82000990118000	Shelby Olson	131 E Mill St	Vergas	MN	56587					
Planning Commission will review on July 25										

CITY OF VERGAS
Event Center Advisory Minutes
Vergas Event Center & Zoom Teleconference
6:30 P.M. on Wednesday, June 1, 2022

The City of Vergas Event Center Advisory Committee was called to order by Chairperson Logan Dahlgren on Wednesday, July 6, 2022 at 6:35 pm with the following members present: Logan Dahlgren, Julie Lammers, Paul Haarstick, Paul Pinke, Lyle Krieg and Mary Ditterich. Absent: Vanessa Perry. Guests included: David Helgerson.

Approval of the Agenda

Motion by Ditterich, seconded by Haarstick to approve the meeting minutes. Motion carried unanimously.

Approval of Minutes

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

Council Recommendations

Lammers updated the committee on the following City Council recommendations.

- A) Event Center Policy: Previously approved policy is still in effect.
- B) Lease Agreement with Lion's: No action.
- C) Frazee-Vergas Schools Reduced Rent Request: approved
- D) Diagonal parking on 2nd Ave: on hold, requires more feedback from the engineer

2022 Income and Expense

Lammers presented to the committee the income and expense report.

Lion's Lease Agreement

No update. Lion's will provide an update to the committee by September 7, 2022.

Electronic Sign

Still looking for advertisers for the remaining spot on the sign.

Building Update

- A) Damage from recent event: at a recent event, the security lock around the thermostat was damaged. Lammers was directed to deduct the cost of replacing the lock from the security deposit.
- B) Temperature: Committee recommended to Lammers to keep the Event Center at 70° and to adjust when necessary for events such as zoomba or wedding receptions.
- C) Floors: Flooring contractors have been very busy and difficult to contact for a quote. Lammers was approached by Custom Concrete Coatings. The engineer has reviewed the flooring in the bar area and has noted that the foundation under the bar has settled. Engineer said that it would be acceptable to simply level and overlay a new floor over the existing flooring. Lammers was asked to contact Custom Concrete Coatings for a quote by area and by various levels of finishing complexity. The Committee welcomes an in-person presentation from the contractor
- D) League of MN Cities Inspection: numerous issues were noted and Lammers will be working to remediate them.
- E) Doors between Main Area and Kitchen: Lammers gave an update that the Blandin Foundation has a grant opportunity that if the City partners with the Vergas Community Club and provides a match, we would receive money to replace the doors and work on the flooring.
- F) Coffee Maker: The replacement basket and cover are received and works well. There is still a leaking issue.
- G) Feedback from recent event: Event ran out of toilet paper, Lammers to check that the area behind the stage still contains extra supplies. A privacy issue with the window in the door to the rear bathroom was noted but City Maintenance staff have corrected.

Parking

Engineer has reviewed the width of 2nd Ave. Issue referred to Streets, Sidewalks, and Yard Waste Committee.

2023 Budget

Lammers presented the budget. Motion by Pinke, seconded by Haarstick to increase 2023 rental rates to be as follows: \$1,200 for large event with bar service weekend rental, \$750 for large event without bar service weekend rental, and \$350 for daily rental. Motion carried unanimously. Motion by Pinke, seconded by Haarstick to approve the budget with discussed modifications to expenses. Motion carried unanimously.

Free or Reduced Rent Policy

Haarstick presented a draft policy, form, and decision matrix to the committee. Members are asked to review these items and return with any feedback to the next meeting.

Council Recommendations

- None

Follow up Actions

- None

The business for which the meeting was called having been completed, the meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Paul Haarstick, Secretary

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Vergas City Office
June 30, 2022

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Thursday, June 30, 2022 at 10:30 AM at the Vergas City Office. Present was Bruce Albright and Paul Pinke, Vergas City Council; Mike DuFrane, Utility Superintendent; Julie Lammers, City Clerk, and Jeff Kuhn, Widseth. Albright called the meeting to order at 10:40 AM.

2.) Agenda Additions or Deletions. Albright wanted to add alley drainage; East Lake Street (ST); West Lake ST; Glenn ST; Townline Road (RD); parking; snow and ice removal; Keilley Shores 3rd Addition (Addn.); speed limits; and the pickle ball courts to the agenda. Approved.

3.) Yard Waste Site. The SSYW Committee explained to Kuhn the City's operations and issues. People dumping grass clippings and branches without a permit is our biggest issue. Lammers said to date, 201 permits have been issued at the rate of \$60/each. Past suggestions have included only operating the site for specific days/hours, gating the site, and manning operations. The goal would be to at least break even regarding the operating costs. The issue will continue to be monitored and discussed, and adjustments made as necessary. This year, residents are also required to display a "free" permit for dumping.

4.) City Long Range Road Plan/Funding. The Council hired Widseth to complete a street condition or pavement management system. Kuhn said the survey will basically look at the condition of the paved roads and give them a ranking or score in terms of their current condition. He displayed a map that Widseth has started working on, showing all of the City's roads, streets, and alleys. Roads can also be looked at from the perspective of the condition of the underground utilities beneath them, and when those utilities might need upgrading. Albright said the City has agreed to look at a Minnesota Department of Transportation (MNDOT) "Complete Streets Policy". Dated 10/03/11, the City also has a "Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs". Albright said the long range goal of the SSYW Committee is to have an annual line item in the budget for road repairs/maintenance. Vergas has also been the recipient of MNDOT's "Small Cities Assistance Program". The program was not approved/continued in the 2022 Legislative Session. Vergas had received about \$15,000/year from this program for road issues.

5.) Engineering Review of City. Either Kuhn or Blaine Green, Widseth, will set a date to review all the City's roads, streets, and alleys. This will be done with City staff, and members of the SSYW Committee could also attend, if they so desire. Again, looking at the "preliminary" map of the roads as prepared by Widseth, it was noted that "West Sunset Strip" is not officially a city street. Procedures to make it a street were discussed. It was decided with the current workload, we'll wait with moving forward with this particular issue. Albright noted the City also has "dedicated" truck routes, which limit truck traffic to the County Roads (CR) system.

6.) Alley Drainage. Albright said he was contacted by a landowner regarding rainfall runoff concerns/erosion in the alley draining from the Methodist Church parking lot between North (N) Second Avenue (AVE) and South (S) First ST. After a recent heavy rain, Albright took photos of the erosion and amount of dirt that washed onto S First ST, or CR Number (No.) 17. Part of the problem is most of the drainage from the church parking lot/N 2ND ST, all runs down the alley. Albright questioned if some type of diking/detention could be installed at that location, then directing that water straight north to a wetland area. This is the same outlet the water goes to

if running down the alley to CR No. 17. DuFrane thought he might be able to pack some asphalt millings into the eroded areas on Merle Quam's driveway.

7.) East (E) Lake ST. Kuhn said the \$2,500 authorized by the Council for engineering services to deal with the railroad right-of-way (R/W), will be a start to resolving said issues. N Railway AVE and E Lake ST both encroach on the railroad's R/W. Kuhn has the surveying information completed by KLJ Engineering. Widseth's surveyors may want to verify the information before contacting the railroad.

8.) Glenn ST/West (W) Lake ST. Widseth was authorized by the Council to begin preliminary engineering on both road projects, in conjunction with the development of the Lawrence Lake Acres Subdivision. A year ago, the City completed a R/W relocation of Glenn ST, to better align the roadway with the neighboring property boundaries. Kuhn questioned if the City every used the "green acres" provision to defer assessments on undeveloped properties? Gail Levenson, Widseth's Senior Funding Specialist, is looking at infrastructure funding (roads, sewer, water) for the Lawrence Lake Acres Subdivision. Besides the United States Department of Agriculture (USDA) possibilities, there may also be funding through the Minnesota Department of Employment and Economic Development (DEED). Once the SSWW Committee has the preliminary numbers for each roadway (Glenn ST and W Lake ST), informational meetings with the affected landowners will be held. Street reconstructions are assessed 50% to the abutting property owners. Kuhn questioned who the City works with on bonding issues, Lammers said we use Ehlers.

9.) Townline RD R/W. Tom Winters, City Attorney, has mailed the revised offers to the affected landowners, and to date, there has been no response. The City is trying to acquire the 33' of R/W on each side of the section line, so we can properly maintain the road, remove brush and trees, etc. Because of the City's past use of said roadway, the former City Attorney, determined that we do not need to acquire the existing graveled portion of the road. There are four affected landowners. Albright felt if we do not get a response from them, the SSWW Committee should schedule an "informational" meeting with them sometime around the middle of August, 2022. One landowner has also expressed concern about potential damages to his fence. The SSWW Committee feels that if the fence is not within our 33' of road R/W, we would be responsible for any damages caused by the City to said fence. We will not be held responsible for any fencing within the the road R/W (when obtained). Landowners have also expressed concerns about "possible" future road improvement assessments. The Committee feels there are venues in the process to address that issue when or if the road is ever improved. Lammers will take care of arranging for said meeting.

9.) Parking. The City and County have approved diagonal parking along the west side of S 1ST AVE, between W Main ST and E Linden ST. DuFrane said the diagonal parking spots will be painted tomorrow. Parking availability is a huge identified problem within the City of Vergas. We also have limited handicap parking spots. Various committees have identified possible additional parking spots along the one or both sides of S 2ND AVE, between W Linden ST and W Main ST, by the Event Center. The Ehlke Family also owns a vacant lot north of the Bank, that someday, they might consider discussing parking with the City. The City is also working with the Railroad on some parking within their R/W, east of E Herman ST. There will also be some additional parking when the City obtains the County Shop, maybe later this year. Kuhn questioned if the City plans to use/maintain the building, or will it be removed? Lammers said we don't know yet.

10.) Snow and Ice Removal. Albright said the SSWW Committee is in the process of updating all policies and ordinances in reference to this topic. This way, any references should be consistent throughout. Kuhn said that Widseth is working on a map showing the City's sidewalk system, and which sidewalks are maintained by the City, which ones the businesses

are responsible for maintaining, and which sidewalks are privately owned, and not subject to the ice and snow removal ordinances. Lammers said the Council is waiting on holding the required hearings on a number of different ordinances, so they can be combined and held at one time. The goal for snow and ice removal would be to have this done before the onset of winter.

11.) Keilley Shores 3rd Addition. To date, Kuhn has not received the specifications from the Bunkowske's engineer, Moore Engineering. Testing of the new road probably should have been set up as the "developer's costs". Kuhn said either Widseth can take road tests, or Bunkowske's engineer can take the tests and share the results with them. Albright said there are provisions in the platting ordinances for accounting for said testing.

12.) Lakeshore Ordinances. 88 Park View does not have a City of Vergas permit for a "beach blanket". The Minnesota Department of Natural Resources (DNR) guidelines for said activity, require a 7 day notice to the local zoning officials, and that the blanket does not have a plant barrier, such as plastic, which the homeowner already has in place. Sand was delivered to the site. Lammers has talked with the DNR Area Hydrologist, Julie Aadland. If vegetative material has also been disturbed, then Mandi Erickson, DNR Fisheries, would get involved. The said blanket can only extend 10' into the water beyond the ordinary high-water level (ohwl).

At the 06/27/22 Planning and Zoning (P&Z) meeting, that Committee tabled a permit from 98 Park View DR, for shoreline riprap, as the daughter told one of the P&Z members of a more elaborate plan, including a garden shed, etc. The P&Z Committee also has concerns about 48 cubic yards of sand listed in the permit's narrative. According to the DNR's guidelines, "a filter of crushed rock, gravel, or filter fabric material must be placed underneath the rock". The amount of sand in relationship to the length of riprap, seemed excessive. Kuhn said that sometimes sand is used as a filter material.

13.) Speed Limits. The City has tried to work with the County on lowering the speed limit on CR Nos. 4/60, along the beach/park area. Right now, that speed limit is 45 miles per hour (mph). A request was sent to the County last spring to look at lowering the speed limit, in accordance with the law, they turned the request over to MNDOT to study the area. MNDOT's response was that there was not enough accidents along said roadway to justify lowering the speed limit, plus people will still drive as fast as conditions allow. Just last winter alone, there were over 10 documented accidents. The walking trail parallels the roadway and given the close proximity, the City and residents along said roadway only feel that it is a matter of time, before there is an automobile accident involving pedestrians. Lammers had information on electronic signs, posting oncoming traffic's speed. They cost about \$7,000 for two signs. Otter Tail County also has a "Driver Feedback Policy", where they "may" fund up to two signs per year, based on an application and scoring. Lammers has submitted two applications, one of the noted roadway, and other for C.R. No. 4, coming into town from Pelican Rapids. Kuhn said he would be happy to discuss MNDOT's study with Trudy Krudusky, MNDOT, District 4, Detroit Lakes. Albright said the City might also consider creation of an "urban district", where driveways are less than 100' apart over a distance of a quarter of a mile.

From Otter Tail County, Vergas was scheduled to get three of the portable speed limit signs this summer, which do help slow down traffic. Lammers was not aware of the current sign scheduling.

14.) Pavement Management Study. Pinke thought that certain streets in town were paved with thicker asphalt to handle additional truck traffic. Kuhn said without knowing which streets these were, the best way to determine the asphalt thickness would be to take core samples. A testing company, such as Braun Intertec, could come in and do said borings. Kuhn said this subject could be addressed in their Pavement Management Study.

Pinke questioned the status of the ditch survey along the north side of Scharf AVE? Kuhn said they have not surveyed the area yet, and correction of the problem would probably be a 2023 project.

15.) DuFrane said due to the cement height of the pickle ball courts, and the amount of gravel fill placed around them, the doors to the nearby restrooms no longer open, nor are they Americans with Disabilities Act (ADA) complaint or handicap accessible. One way to correct the problem if the fill is not removed, is to relocate the doors to the east and west ends of the building. Albright will contact the pickle ball committee to see how they want to remedy the problem.

The meeting was adjourned at 12:35 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- None.

Follow up Actions:

- Continue to work on R/W needs for East Lake Street and Townline Road.
- SSYW Committee to continue to work on budgets, and future road funding needs.
- Continue to work on City parking, issue engineer work orders to analyze parking potential behind the Event Center, along S 2ND AVE, S Railway AVE (assuming Railroad approval), and behind City Offices including County shop. Work on handicap parking spots.
- Assess needs/budget for Small Cities Assistance Program funding. Lobby legislators for future funding, explain our needs to Legislators.
- Evaluate County and MnDOT speed study data regarding public safety concerns along trail. Look at creating an "urban" district.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Look at making W Sunset Strip an official street.

**City of Vergas
Liquor Store Committee Meeting**

The Liquor Store/Municipal Building/License Committee was called to order on Wednesday, June 29, 2022, at 6:00 pm at The Vergas Event Center. Present were Julie Bruhn, Logan Dahlgren, Kyle Theisen and Julie Lammers.

Agenda: Municipal Building, Liquor Store

Municipal Building

Lammers presented committee with Attic Shoppe lease agreement notice to end October 1, 2022. Committee discussed ideas for the area: wine/liquor tasting room, office spaces either for City or to rent out. Committee will continue to discuss ideas for the space.

Liquor Store

Theisen stated things are going well at the liquor store. Bruhn reminded Theisen Council was expecting report at June meeting. Theisen stated he was planning on attending.

Council Recommendations:

None.

Follow Up Actions:

Everyone to think about ideas for use of former Attic Shoppe space.

City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022

14. Staff Reports

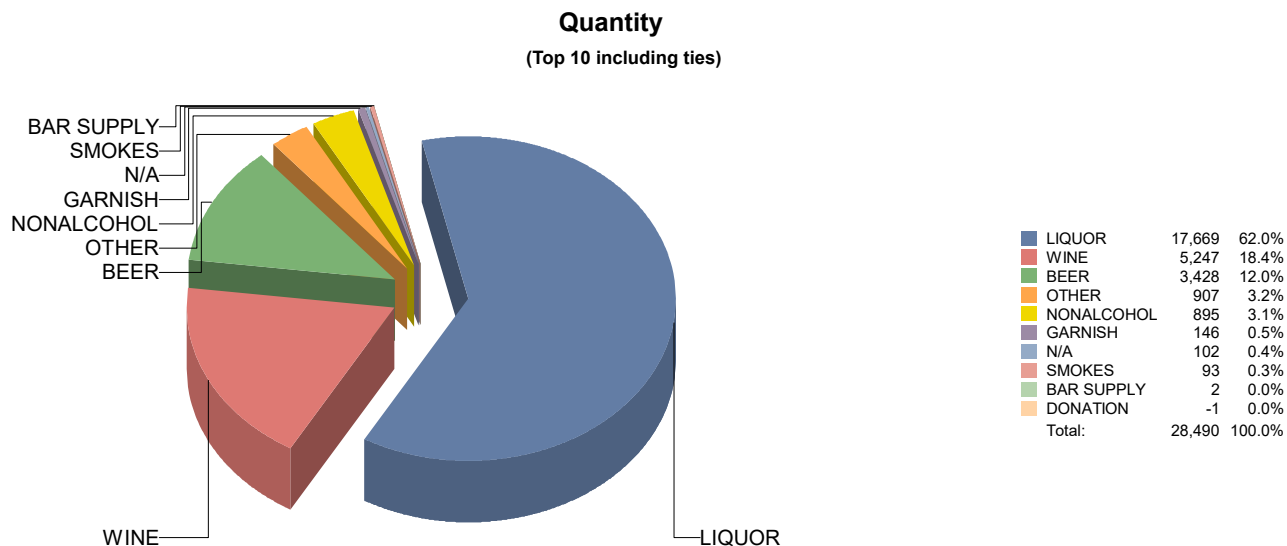
A. Utility Superintendent
B. Liquor Store Manager

Files Attached

- Inventory Value Q2.pdf
- Q2 19v22.pdf
- Q2 20v22.pdf
- Q2 21v22.pdf

Vergas Liquor

Historical Valuation by Category



Analyze by: Group
 Group by: Category
 Print: All
 Ranked by: Quantity (shaded)
 Order by: Rank
 Valuation date: 6/30/2022
 Locations: All

*** by Category indicates the group includes miscellaneous items; values may not 'add across' the report

Rank	Category	Description	-----Inventory-----					
			Quantity	%-Tot	Cost	%-Tot	Retail value	%-Tot
1	LIQUOR	LIQUOR	17,669	62	135,833	62	202,771	63
2	WINE	WINE	5,247	18	38,536	17	57,410	18
3	* BEER	Beer	3,428	12	37,818	17	51,605	16
4	OTHER	OTHER	907	3	1,623	1	2,931	1
5	* NONALCOHOL	Non Alcohol items	895	3	3,035	1	4,493	1
6	GARNISH	Drink Garnish	146	1	666	0	996	0
7	N/A	N/A	102	0	2,257	1	488	0
8	SMOKES	SMOKES	93	0	986	0	1,116	0
9	BAR SUPPLY	Bar supplies	2	0	6	0	10	0
10	DONATION	Donation for animal drive	-1	0	0	0	0	0
* Report totals			28,488	100	220,760	100	321,821	100

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
Order by (Item) Item category
Ranking value is shaded.
Store: TEMPLATE

Period A: From 4/1/2022 thru 6/30/2022
Period B: From 4/1/2019 thru 6/30/2019

Item category Description	Rank	Period	Sales	% Tot	Profit \$	% Tot	Profit %	# of tickets	Average ticket
N/A	1	A	0.00	0.0	0.00	0.0	0.0	2	0.00
N/A		B	2,532.69	1.6	273.10	0.7	10.8	215	11.78
BAR SUPPLY	2	A	35.94	0.0	17.34	0.0	48.2	6	5.99
Bar supplies		B	17.90	0.0	7.64	0.0	42.7	3	5.97
BEER	3	A	112,109.09	55.4	27,875.11	50.7	24.9	4,900	22.88
Beer		B	90,377.62	57.6	22,977.55	55.8	25.4	4,610	19.60
DONATION	4	A	0.00	0.0	0.00	0.0	0.0	1	0.00
Donation for animal drive		B	0.00	0.0	0.00	0.0	0.0	0	0.00
GARNISH	5	A	349.05	0.2	128.85	0.2	36.9	76	4.59
Drink Garnish		B	300.86	0.2	75.40	0.2	25.1	67	4.49
LIQUOR	6	A	57,177.91	28.2	16,649.17	30.3	29.1	2,799	20.43
LIQUOR		B	40,214.62	25.6	11,263.40	27.3	28.0	2,278	17.65
NONALCOHOL	7	A	5,644.43	2.8	1,689.01	3.1	29.9	863	6.54
Non Alcohol items		B	3,616.59	2.3	1,174.53	2.9	32.5	642	5.63
OTHER	8	A	2,245.67	1.1	809.41	1.5	36.0	704	3.19
OTHER		B	1,984.11	1.3	774.93	1.9	39.1	635	3.12
SMOKES	9	A	1,992.00	1.0	270.99	0.5	13.6	137	14.54
SMOKES		B	1,043.25	0.7	77.42	0.2	7.4	86	12.13
WINE	10	A	22,957.52	11.3	7,522.97	13.7	32.8	1,086	21.14
WINE		B	16,797.05	10.7	4,584.84	11.1	27.3	1,080	15.55
Report totals									
10 groups		A	202,511.61		54,962.85		27.1		
		B	156,884.69		41,208.81		26.3		

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
 Order by (Item) Item category
 Ranking value is shaded.
 Store: TEMPLATE

Period A: From 4/1/2022 thru 6/30/2022
 Period B: From 4/1/2020 thru 6/30/2020

Item category Description	Rank	Period	Sales % Tot	Profit \$ % Tot	Profit %	# of tickets	Average ticket
N/A	1	A	0.00 0.0	0.00 0.0	0.0	2	0.00
N/A		B	2,454.65 1.1	394.50 0.7	16.1	197	12.46
BAR SUPPLY	2	A	35.94 0.0	17.34 0.0	48.2	6	5.99
Bar supplies		B	59.23 0.0	26.93 0.0	45.5	10	5.92
BEER	3	A	112,109.09 55.4	27,875.11 50.7	24.9	4,900	22.88
Beer		B	124,585.42 57.5	31,661.43 52.6	25.4	5,677	21.95
DONATION	4	A	0.00 0.0	0.00 0.0	0.0	1	0.00
Donation for animal drive		B	0.00 0.0	0.00 0.0	0.0	0	0.00
GARNISH	5	A	349.05 0.2	128.85 0.2	36.9	76	4.59
Drink Garnish		B	500.84 0.2	171.69 0.3	34.3	119	4.21
LIQUOR	6	A	57,177.91 28.2	16,649.17 30.3	29.1	2,799	20.43
LIQUOR		B	56,230.58 26.0	16,849.61 28.0	30.0	2,804	20.05
NONALCOHOL	7	A	5,644.43 2.8	1,689.01 3.1	29.9	863	6.54
Non Alcohol items		B	5,411.10 2.5	1,723.45 2.9	31.9	921	5.88
OTHER	8	A	2,245.67 1.1	809.41 1.5	36.0	704	3.19
OTHER		B	2,676.19 1.2	1,202.65 2.0	44.9	884	3.03
SMOKES	9	A	1,992.00 1.0	270.99 0.5	13.6	137	14.54
SMOKES		B	1,913.25 0.9	212.91 0.4	11.1	153	12.50
WINE	10	A	22,957.52 11.3	7,522.97 13.7	32.8	1,086	21.14
WINE		B	22,823.79 10.5	7,918.38 13.2	34.7	1,210	18.86
Report totals							
10 groups		A	202,511.61	54,962.85	27.1		
		B	216,655.05	60,161.55	27.8		

-- End of report --

Vergas Liquor
Sales Analysis by Item category

Select all
 Order by (Item) Item category
 Ranking value is shaded.
 Store: TEMPLATE

Period A: From 4/1/2022 thru 6/30/2022
 Period B: From 4/1/2021 thru 6/30/2021

Item category Description	Rank	Period	Sales	% Tot	Profit \$	% Tot	Profit %	# of tickets	Average ticket
N/A	1	A	0.00	0.0	0.00	0.0	0.0	2	0.00
N/A		B	896.53	0.4	245.49	0.4	27.4	111	8.08
BAR SUPPLY	2	A	35.94	0.0	17.34	0.0	48.2	6	5.99
Bar supplies		B	116.42	0.1	39.47	0.1	33.9	41	2.84
BEER	3	A	112,109.09	55.4	27,875.11	50.7	24.9	4,900	22.88
Beer		B	116,837.00	56.6	29,849.14	51.4	25.5	5,286	22.10
DONATION	4	A	0.00	0.0	0.00	0.0	0.0	1	0.00
Donation for animal drive		B	0.00	0.0	0.00	0.0	0.0	0	0.00
GARNISH	5	A	349.05	0.2	128.85	0.2	36.9	76	4.59
Drink Garnish		B	309.15	0.1	130.76	0.2	42.3	89	3.47
LIQUOR	6	A	57,177.91	28.2	16,649.17	30.3	29.1	2,799	20.43
LIQUOR		B	57,499.49	27.9	17,304.87	29.8	30.1	2,838	20.26
NONALCOHOL	7	A	5,644.43	2.8	1,689.01	3.1	29.9	863	6.54
Non Alcohol items		B	5,730.44	2.8	2,006.68	3.5	35.0	883	6.49
OTHER	8	A	2,245.67	1.1	809.41	1.5	36.0	704	3.19
OTHER		B	2,506.72	1.2	1,132.75	2.0	45.2	767	3.27
SMOKES	9	A	1,992.00	1.0	270.99	0.5	13.6	137	14.54
SMOKES		B	1,692.00	0.8	261.38	0.5	15.4	109	15.52
WINE	10	A	22,957.52	11.3	7,522.97	13.7	32.8	1,086	21.14
WINE		B	20,714.71	10.0	7,054.45	12.2	34.1	1,119	18.51
Report totals									
10 groups		A	202,511.61		54,962.85		27.1		
		B	206,302.46		58,024.99		28.1		

-- End of report --

**City Council
2022 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 12, 2022**

15. Information & Announcements

1. MN Rural Water, (DuFrane & Engebretson) September 1, 2022, Waconia, MN
2. Clerks Advanced Academy- (Lammers) September 15-16, 2022 New Ulm MN