

**Vergas EDA/HRA  
Vergas EDA/HRA October 2022  
Vergas Event Center  
2:00 PM on Tuesday, October 4, 2022**

- 1. Call to Order**
- 2. Agenda Additions and Deletions**
- 3. Minutes**  
September 7, 2022
- 4. Status of Recommendations to City Council**  
None.
- 5. Financial Update**  
2022 Income and Expenses Update
- 6. Old Business**
  - a. 2023 Housing Goals
  - b. 2023 Economic Goals
- 7. New Business**

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**1. Call to Order**

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**Files Attached**

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- Meeting Information.pdf

Julie Lammers will not be able to attend the meeting. Bruce Albright will be taking minutes.

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**4. Minutes**

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September 7, 2022

**Files Attached**

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- 09-07-2022 EDA\_HRA Agenda and Minutes.pdf

**Vergas EDA/HRA**  
**Billy's Corner Bar & Grill**  
**2:00 PM on Wednesday, September 7, 2022**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, September 7, 2022 at 2:15 pm at Billy's Corner Bar with the following members present: Bruce Albright, Paul Pinke and Joy Summers. Absent: Kevin Zitzow and Vanessa Perry. Also present: Clerk/Treasurer Julie Lammers.

**Call to Order**

Meeting was called to order by Vice President Bruce Albright.

**Agenda Additions and Deletions**

Approved agenda with addition of the Vergas Comprehensive plan.

**Minutes**

Motion approved as presented for the August 3, 2022, minutes. Motion passed unanimously.

**Status of Recommendations to City Council**

None.

**Financial Update**

Lammers reviewed income and expenses regarding the EDA/HRA. Budget committee has lowered the EDA/HRA City contribution to \$7,000 – committee requested \$8,000. Discussed low interest loans from West Central Initiative and Otter Tail County EDA/HRA for businesses and housing.

**Old Business**

Reviewed 2023 Housing and Economic Goals. Albright questioned if we should move goals to a 3-year plan. Summers suggested putting goals in a 3-month, 6-month, 1-year, 2-year and 3-year timeframe. Added the word "County" to Housing Goal 1. Added goal 11 under Economic Development Goals "Knowledgeable information on programs for employee shortages".

**New Business**

**Construction Permits**

Motion by Summers, seconded by Pinke to waive the construction permit fees for A Step Up-111 East Main St, Next Generation Gaming-Corner of 4 and 35 and Cutting Edge and Tanning-159 East Elm St. Motion passed unanimously.

**Housing-Eva Street and Diane Avenue**

Eleven lots have been transferred to the State of Minnesota and will be auctioned off or used for government approved usage. The County is working on filling lots with homes – currently working with Dynamic Homes to fill lots around Otter Tail County. EDA members asked Lammers to find out if they could purchase lots and build 1 story, 2–3-bedroom homes on the lots. Lammers will get information regarding the EDA/HRA purchasing lots for development from the state or county.

**Meeting Location**

Discussed noise and disturbances while meeting at Billy's and asked Lammers to discuss meeting location with Vanessa.

Meeting adjourned at 2:20 p.m.

Julie Lammers  
City Clerk-Treasurer  
City of Vergas

**Council Recommendations**

None.

**Follow up Actions.**

Update 2023 EDA/HRA goals to a 3-year plan.

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**5. Status of Recommendations to City Council**

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None.

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**6. Financial Update**

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2022 Income and Expenses Update

**Files Attached**

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- 2022 EDA\_HRA Revenue and Disbursements.pdf



# 2022 EDA-HRA Income-Expense Sheet

Beginning Balance			\$5,688.66
Revenue:			
	City	8,000.00	
	Audit Adjustment	6,000.00	
Total Revenue		<u>\$14,000.00</u>	
Expenses:			
	Ehlers and Associates	215.00	
	Embassy Suites by Hilton	180.83	
	Julie Lammers, mileage, meals & Covid test	243.47	
	Ditterich Family Farm, Annual meeting meal	500.00	
	Madison Waller, Annual Meeting meal	81.00	
	Frazee-Vergas Forum	132.00	
Total Expenses:		<u>\$1,352.30</u>	
<b>Balance of Checking Account as of 09/28/2022</b>			<u><u>\$18,336.36</u></u>
Savings Account			
	West Central Initiative	15,148.37	
	Total in HRA/EDA Account		<u><u>\$33,484.73</u></u>
<b>Veteran's Memorial</b>			
Income			
	West Central Initiative	6,500.00	
	West Central Initiative(Dec 31, 2021)	5,200.00	
	West Central Initiative	14,501.99	
	West Central Initiative	2,429.40	
	West Central Initiative	8,385.00	
Total Income		<u>37,016.39</u>	
Expenses			
	Classic Concrete Contractors, LLP	6,500.00	
	Sonnenberg Excavating	5,200.00	
	Fergus Falls Monument	13,735.00	
	All Flags, LLC	345.80	
	Lyle Krieg	151.16	
	Anywhere Welding	248.18	
	John Lotzer	21.85	
	Express Edging	600.00	
	Lakes Loader Service	1,520.00	
	John Lotzer	309.40	
	Fergus Falls Granite Inc	7,585.00	
	Fergus Falls Monument Co Inc	800.00	
Total Expenses		<u>37,016.39</u>	
Balance of Account			<u><u>\$0.00</u></u>
<b>Pickle Ball</b>			
Income			
	West Central Initiative	6,220.00	
	West Central Initiative	852.00	
	Tim Lais	100.00	
	West Central Initiative	31765	
Total Income		<u>\$38,937.00</u>	
Expense			
	Sonnenberg Excavating	6,220.00	
	KLJ Engineering LLC	852.00	
	West Central Initiative - Tim Lais	100.00	
	Eastman Fence and Sons LLC	31,765.00	
Total Expenses		<u>\$38,937.00</u>	
Balance of Account			<u><u>\$0.00</u></u>

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**7. Old Business**

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- a. 2023 Housing Goals
- b. 2023 Economic Goals

**Files Attached**

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- 2022 EDA-HRA Goals with timeline.pdf

2023 EDA Goals

<u>Goal</u>	<u>March</u>	<u>June</u>	<u>December</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Meet with existing business owners, determine how things are going for them, or if they need our assistance to stay in business or to expand their business							
Support current commercial businesses with training and information on available or upcoming funding in order to help them maintain and grow at a successful rate.							
. Work with Planning and Zoning to review areas within current city limits and within a one-mile radius for potential future business development/growth.							
Encourage well planned quality development of commercial areas							
Continue to work on parking issues within business district (availability/handicap), identify solutions, both short-term and long-range. Solutions might involve buyout of existing businesses, identify funding sources.							

2023 EDA Goals

<u>Goal</u>	<u>March</u>	<u>June</u>	<u>December</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Continue to be involved with City Comprehensive planning process, focusing on business issues/concerns within said study.							
Meet with Commercial Club to review each other's goals, common interests, and where interests may overlap. Work together to enhance each other's missions							
Survey businesses regarding staffing needs.							
Update website page.							

2023 HRA Goals

<u>Goal</u>	<u>Items to attain Goals</u>	<u>March</u>	<u>June</u>	<u>December</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Identify buildable lots: Review housing study determine the types of housing needed, work with City and private development to furnish said housing.								
	Identify lots within current city limits, who owns said lots, their price, and whether they have City services (water/sewer), or their potential for said services.							
	Identify potential building lots within a one-mile radius of Vergas, who owns the lots, and their selling price. Assess potential of providing City services.							
	Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots.							
Determine interest in grant or low interest housing program to repair or improve existing housing.								
Assisting current residents in retaining and maintaining their properties through knowledge of available programs.								
Aid residential developers by making new housing more available through support of waived permitting fees; tax abatements or tax increment financing; etc.								

2023 HRA Goals

<u>Goal</u>	<u>Items to attain Goals</u>	<u>March</u>	<u>June</u>	<u>December</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>
Convey the message that all aspects; live, work, and play; contribute to the existing high quality of life in our community								
Work with developer of Lawrence Lake Lots, as well as owners of other available lots within Vergas City limits on a marketing campaign to help sell said lots.								
Look at grants, loans, programs, at the local, state, and federal levels to make city services (water/sewer) available and affordable for new developments								
Continue to be involved with City Comprehensive planning process, focusing on housing issues/concerns within said study.								
Continue to collaborate with Otter Tail County on their “The Big Build” project.								
Update website page.								