

Vergas EDA/HRA
Vergas EDA/HRA
Vergas Event Center and Zoom Id number 267-094-2170 (password
56587)
2:00 PM on Tuesday, November 7, 2023

1. Call to Order

2. Agenda Additions and Deletions

3. Minutes

October 4, 2023

4. Status of Recommendations to City Council

None.

5. Financial Update

2023 Income and Expenses Update

6. Old Business

- a. 2023 Housing Goals Timeline
- b. 2023 Economic Goals Timeline
- c. HRA Lots on Eva and Diane in Vergas

7. New Business

- a. Vergas Zoning Map

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4. Minutes

October 4, 2023

Files Attached

- 10-04-2023 EDA_HRA Agenda & Minutes.pdf

**Vergas EDA/HRA
Vergas Event Center Council Chambers and Zoom 2:00 PM on
Wednesday, October 4, 2023**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, October 4, 2023 at 2:00 pm for a hybrid meeting with the following members present: Bruce Albright, Joy Summers, Duane Ditterich and Kevin Zitzow. Absent: Vanessa Perry. Also Present: City Clerk-Treasurer Julie Lammers, Jordan Grossman, Laura Mitness, Hillary Tweed and Bob Williams of the Frazee-Vergas Forum.

Call to Order

The meeting was called to order by Chair Kevin Zitzow at 2:00 pm.

Agenda Additions and Deletions

Approve agenda as presented.

Minutes

Motion by Albright, seconded by Summers to approve the minutes of September 5, 2023. Motion carried.

Status of Recommendations to City Council

Albright stated the Council approved collecting \$15,000 per lot for the cost of water and sewer placed on the Vergas HRA lots if they are sold by December 31, 2025.

The Council had an informational meeting and special Council meeting regarding the purchase of 131 E Main Street.

Financial Update

Lammers stated financial information has not changed since the last meeting.

New Business

Jordan Grossman, CEDA introduced herself and explained what she does for the neighboring community of Pelican Rapids. Laura Mitness, a new employee of CEDA was introduced. Hillary Tweed explained the different departments CEDA has and how the 45 employees work together. Summers and Albright expressed interest in working with CEDA but are trying to figure out funding. Discussed Otter Tail County project development in housing and the great job they do and how the City of Vergas is already working with them. Discussed incentives and how we may need to talk about putting together a flyer. Tweed explained sometimes it is not only handing out pamphlets to the people coming into the office but getting Vergas in front of the people considering building. Albright discussed the fact we do not have anything available it is hard to market new. CEDA covers the whole scoop of Economic Development including Planning and Zoning, business development, grants, and housing. CEDA covers the whole scoop of Economic Development. Albright stated some people have spoken to him about changing Elm Street to commercial zoning. Ditterich suggested the City make the alley into a nice-looking alley or street. This would take some coordinated efforts to proceed. Summers stated the bottom line is, we are interested in working with CEDA, we just need to figure out to afford it. Grossman stated they would keep in contact and let us know if grant funds can be used to help cover the financials of hiring CEDA. Grossman encouraged the HRA to reach out with questions at any time.

Old Business

2023 Housing and Economic Goals.

CEDA attended the meeting and hopefully they will be able to reach out goals. Summers explained she has spoken with Tammy Kinsella regarding marking Vergas and the cost of brochures would be \$142.00 for 100, \$228.13 for 200 and \$277.84 for 300 brochures. Lammers asked if she should email CEDA regarding brochures to market Vergas. Discussed brochures and which developers may want to be in a brochure.

HRA Lots on Eva and Diane

Otter Tail County did not get the grant for Senior Housing for 2024 but will be applying again in 2025.

Discussed the 8 lots the Vergas HRA owns, and Summers stated she would recommend listing them for \$25,000.00 each. Discussed if each lot has the same value. Motion by Summers, seconded by Albright to list the 8 lots for \$25,000.00 each. Motion passed unanimously. Motion by Summers, seconded by Albright to approve Vergas HRA Resolution 2023-001 approving Kevin Zitzow, Chair of the Vergas HRA to sign documents relating to the sale of the Vergas HRA lots (complete copy of resolution located at the city office). Motion passed unanimously. Motion by Albright, seconded by Ditterich to list the 8 lots with REMAX Lakes Region in Vergas. Voting yes: Albright, Ditterich and Zitzow. Voting No: none. Abstain: Summers. Motion approved. Motion by Albright, seconded by Ditterich to enter into a one-year agreement from October 5, 2023 to October 1, 2025 with REMAX Lakes Region in Vergas. Voting yes: Albright, Ditterich and Zitzow. Voting No: none. Abstain: Summers. Motion approved.

Discussed brochures regarding the Eva and Diane lots owned by the City HRA. Motion by Summers, seconded by Albright to purchase 100 brochures from Tammy Kinsella for \$142.00. Motion passed unanimously.

Motion by Summers, seconded by Albright to adjourn the meeting at 3:25 p.m.

Julie Lammers
City Clerk-Treasurer
City of Vergas

Council Recommendations
None.

Follow up Actions.
Update goal timeline.
Set up discussion with Arvig regarding broadband.

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5. Status of Recommendations to City Council

None.

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7. Financial Update

2023 Income and Expenses Update

Files Attached

- 2023 EDA_HRA Revenue and Disbursements.pdf

2023 EDA-HRA Income-Expense Sheet

Beginning Balance			\$18,336.36
Revenue:			
	City	7,000.00	
Total Revenue		<u>\$7,000.00</u>	
Expenses:			
	Annaul Meeting - Loon's Nest	800.00	
	Annual Meeting - Vergas Liq. Store - ice	4.49	
	Otter Tail County Auditor (Purchase and Record Sunny Oaks)	55.65	
Total Expenses:		<u>\$860.14</u>	
Balance of Checking Account as of 04/28/30/2023			<u>\$24,476.22</u>
Savings Account			
	* West Central Initiative	15,396.85	
	Total in HRA/EDA Account		<u>\$39,873.07</u>
Veteran's Memorial			
Income			
	West Central Initiative	25,960.00	
	West Central Initiative	7,610.54	
Total Income		<u>33,570.54</u>	
Expenses			
	The Freedom Rock Tour (down payment)	2,000.00	
	Fergus Falls Granite Inc	23,960.00	
	Fergus Falls Moument Co Inc	6,642.00	
	Lyle Krieg	968.54	
Total Expenses		<u>33,570.54</u>	
Balance of Account			<u>\$0.00</u>
Pickle Ball			
Income			
	West Central Initive	1,860.00	
	West Central Initive	4,060.92	
	West Central Initive	1,300.00	
Total Income		<u>7,220.92</u>	
Expense			
	Lakes Dirt Asphalt	1,860.00	
	JH Signs	4,060.92	
	JH Signs	1,300.00	
Total Expenses		<u>\$7,220.92</u>	
Balance of Account			<u>\$0.00</u>

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8. Old Business

- a. 2023 Housing Goals Timeline
- b. 2023 Economic Goals Timeline
- c. HRA Lots on Eva and Diane in Vergas

Files Attached

- 2023 EDA-HRA Goals with timeline.pdf
- Sunny Oaks Plat.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 business owners, determine how things are going for them, or if they need our assistance to stay in business or to expand their business..Survey businesses regarding staffing needs.	10%	50%		90%			
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.				100%			
Work with Planning and Zoning to review areas within current city limits and within a one-mile radius for potential future business development/growth.	on going						
Encourage well planned quality development of commercial areas	add zoning map to EDA agenda			-renew every December			
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.		County Garage	Plan	On going add handicapped spots on end of Railway			

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.			Align with Comp Plan and review every Dec.				
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.	Hold with Annual meeting	Meet with VCC and discuss goals					
Update website page.			review updates every December				

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.	Print map Joy will highlight lots		Discuss with owners				
	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 City limits on a marketing campaign to help sell said lots.			Dec. 13, 2022				
Determine interest and availability of grant or low interest housing program to repair or improve existing housing.	If yes - interior or exterior project Programs and Interest			Survey in Utility bill				
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.		on going						

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	Put our marketing brochure on the web.			*				
Update Web page.								
Look at grants, loans, programs, at the local, state, and federal levels to make city services (water/sewer) available and affordable for new developments	Policy							
Continue to be involved with City Comprehensive Plan, focusing on housing issues/concerns within said study.				every December				
Continue to collaborate with Otter Tail County on their “The Big Build” project.								

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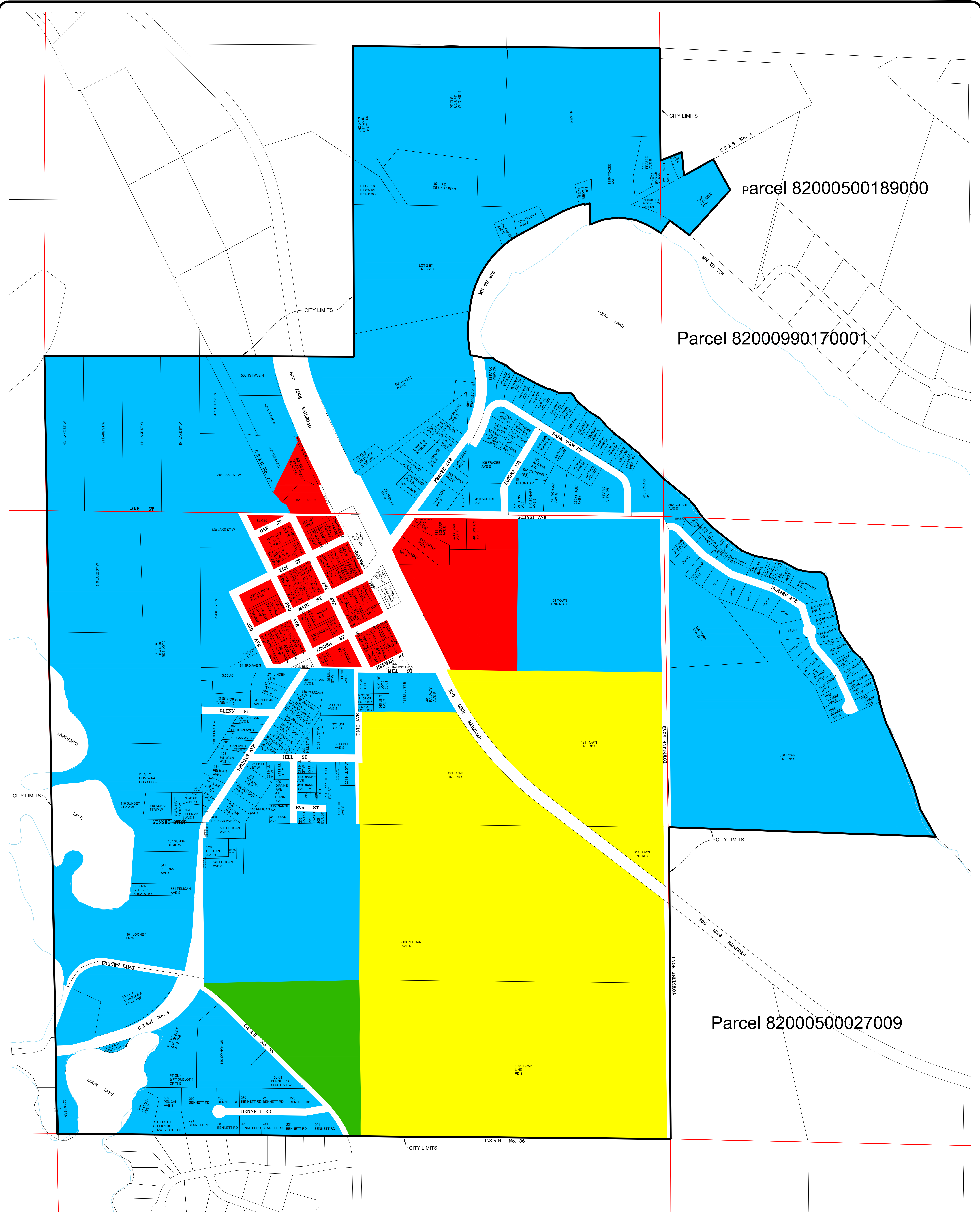
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9. New Business

- a. Vergas Zoning Map

Files Attached

- 20201030-vergas-zoning.pdf



LEGEND

	RESIDENTIAL DISTRICT
	COMMERCIAL DISTRICT
	LIGHT INDUSTRIAL DISTRICT
	OPEN DISTRICT
	PARCEL LINE
	CITY LIMITS
	SECTION LINE
	PROPERTY ADDRESS

260 LINDEN ST W

NOTES:
1. THIS MAP WAS CREATED FROM OTTER TAIL COUNTY, MINNESOTA GEOGRAPHIC INFORMATION SYSTEM (GIS) AND MAY NOT ACCURATELY SHOW LEGAL BOUNDARIES. PLEASE REFER TO THE RECORDED DOCUMENTS FOR PRECISE INFORMATION AND OWNERSHIP STATUS.

CITY OF VERGAS, MINNESOTA
ZONING MAP
10/30/2020

300 0 300 600
SCALE FEET

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