

Vergas EDA/HRA
Vergas EDA/HRA
Government Services Center - City Office - 131 Main St
2:00 PM on Tuesday, January 9, 2024

1. Call to Order

Note change in location - we will meet at 131 Main Street.

2. Officers

- A. President
- B. Nice President
- C. Secretary-Treasurer - Julie Lammers
- D. Assistant Treasurer

3. Agenda Additions and Deletions

4. Set Time, Place and Date of Regular 2024 Meetings

5. Minutes

December 5, 2023

6. Status of Recommendations to City Council

None.

7. Financial Update

- A. 2023 Income and Expenses Update
- B. 2024 Income and Expenses Update

8. Old Business

- a. 2023 and 2024 Housing Goals Timeline
- b. 2023 and 2024 Economic Goals Timeline
- c. HRA Lots on Eva and Diane in Vergas
- d. Vergas Zoning Map
- e. CEDA Grant

9. New Business

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5. Minutes

December 5, 2023

Files Attached

- 12.05.2023 EDA_HRA Agenda Minutes.pdf

**Vergas EDA/HRA
Government Services Center
2:00 PM on Tuesday, December 5, 2023**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Tuesday, December 5, 2023, at 2:00 pm at the Vergas Government Services building with the following members present: Kevin Zitzow, Bruce Albright, Joy Summers, Duane Ditterich and Vanessa Perry. Absent: none. Also Present: City Clerk-Treasurer Julie Lammers.

Call to Order

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

Agenda Additions and Deletions

Approved agenda with the following additions: CEDA grant and January meeting date.

January Meeting Date

Motion by Albright, seconded by Perry to move the January meeting to January 9, 2024. Motion passed unanimously.

Minutes

Motion by Perry, seconded by Summers to approve the minutes of November 7, 2023. Motion carried.

Status of Recommendations to City Council

None.

Financial Update

Lammers provided financial information for 2023 and the City budgeted transfer of \$5,000 for 2024.

Old Business

2023 Housing and Economic Goals.

The goals and timelines will be discussed at the January meeting.

HRA Lots on Eva and Diane in Vergas

Albright reviewed the request from Otter Tail County HRA to switch the 3 lots they own with the 3 lots across the street owned by Vergas HRA. Summers reviewed the difficulty in selling the lots due to income restrictions of \$110,000 when you must make \$100,000 to get a loan from the bank to purchase. Summers had one lot sold until they found out they were \$18,000 over the income limit. Albright encouraged members to contact their state representatives. Lammers stated she would contact the county in regard to the 2024 numbers and Jordan Rasmusson regarding the income limits. The county is applying for a grant for the duplexes and both Ditterich Mercantile and the Vergas Liquor Store have stated they will deliver to the senior housing. The Lion's have offered to provide neighbor to neighbor rides to appointments. Continued discussion will take place at the January meeting.

Zoning Map

Albright stated he would like to color a blank map in with what the city currently has for commercial and residential properties. Once we have the current map, we will compare it to the current zoning map and discuss expansion of commercial zoning. Discussed need for industrial park. If the city had an industrial park, we could add businesses such as: car wash, vet clinic, etc. Discussed the need for daycare and the possibility of turning one of the HRA lots into a daycare facility. Discussed annexing property into the city limits to begin an industrial park as there is no land currently available in the city limits to have an industrial park. Members will continue discussion at the January meeting.

New Business

CEDA Grant

Discussed the grant opportunity to hire CEDA for Revolving Loan Funds, Business Incubation Programs, Childcare Incentive Programs, and Business Retention and Expansion Program. Albright will be attending a webinar regarding the grant program on December 12, 2023. The deadline to submit the application for the grant is January 12, 2024. Motion by Albright, seconded by Ditterich to apply for the CEDA grant. Motion passed unanimously.

Motion by Perry, seconded by Summers to adjourn the meeting at 3:20 p.m.

Julie Lammers

City Clerk-Treasurer
City of Vergas

Council Recommendations

None.

Follow up Actions.

Update goal timeline in January.

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6. Status of Recommendations to City Council

None.

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7. Financial Update

- A. 2023 Income and Expenses Update
- B. 2024 Income and Expenses Update

Files Attached

- 2023 EDA_HRA Revenue and Disbursements.pdf
- 2024 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:			
	Annual 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	
	Tammy Kinsella (Pamphlet)	144.80	
Total Expenses:		<u>\$1,004.94</u>	
Balance of Checking Account as of 04/28/30/2023			<u>\$24,331.42</u>
Savings Account			
	* West Central Initiative	15,396.85	
	Total in HRA/EDA Account		<u>\$39,728.27</u>
Veteran's Memorial			
Income			
	West Central Initiative	25,960.00	
	West Central Initiative	7,610.54	
	West Central Initiative	2,939.41	
	West Central Initiative	8,621.02	
Total Income		<u>45,130.97</u>	
Expenses			
	The Freedom Rock Tour (down payment)	2,000.00	
	Fergus Falls Granite Inc	23,960.00	
	Fergus Falls Monument Co Inc	6,642.00	
	Lyle Krieg	968.54	
	Classic Concrete	2,000.00	
	John Lotzer	144.41	
	Lyle Krieg	795.00	
	All Flags	499.27	
	Loren Menz	8,121.75	
Total Expenses		<u>45,130.97</u>	
Balance of Account			<u><u>\$0.00</u></u>
Pickle Ball			
Income			
	West Central Initiative	1,860.00	
	West Central Initiative	4,060.92	
	West Central Initiative	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><u>\$0.00</u></u>

City of Vergas has budgeted \$5,000.00 for 2024 EDA/HRA transfer.

2023 EDA-HRA Income-Expense Sheet

Beginning Balance			\$24,331.42
Revenue:			
	City	5,000.00	
Total Revenue		<u>\$5,000.00</u>	
Expenses:			
Total Expenses:		<u>\$0.00</u>	
Balance of Checking Account as of 04/28/30/2023			<u>\$29,331.42</u>
Savings Account			
	* West Central Initiative	15,396.85	
Veteran's Memorial	Total in HRA/EDA Account		<u>\$44,728.27</u>
Income			
	West Central Initiative		
	West Central Initiative		
	West Central Initiative		
	West Central Initiative		
Total Income		<u>0.00</u>	
Expenses			
Total Expenses		<u>0.00</u>	
Balance of Account			<u>\$0.00</u>
Pickle Ball			
Income			
	West Central Initiative		
	West Central Initiative		
	West Central Initiative		
Total Income		<u>0.00</u>	
Expense			
Total Expenses		<u>\$0.00</u>	
Balance of Account			<u>\$0.00</u>

City of Vergas has budgeted \$5,000.00 for 2024 EDA/HRA transfer.

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Files Attached

- 2023 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 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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