

**Vergas EDA/HRA**  
**Vergas EDA/HRA**  
**Government Services Center - City Office - 131 Main St**  
**2:00 PM on Tuesday, February 13, 2024**

**1. Call to Order**

**2. Agenda Additions and Deletions**

**3. Vergas Community Fund Committee**

**4. Minutes**

January 9, 2024

**5. Financial Update**

A. 2024 Income and Expenses Update

**6. 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

**7. New Business**

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**Vergas EDA/HRA  
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**4. Minutes**

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January 9, 2024

**Files Attached**

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- 01.09.2024 EDA\_HRA Agenda Minutes.pdf

**Vergas EDA/HRA  
Government Services Center  
2:00 PM on Tuesday, January 9, 2023**

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Tuesday, January 9, 2024, at 2:00 pm in a hybrid meeting at the Vergas Government Services building and on zoom with the following members present in person: Bruce Albright, Duane Ditterich and Paul Sonnenberg. Members present on zoom: Joy Summers. Absent: Vanessa Perry. Also Present: City Clerk-Treasurer Julie Lammers and Bob Williams of the Frazee-Vergas Forum.

**Call to Order**

The meeting was called to order by Acting Chair Bruce Albright at 2:05 pm. Albright welcomed Paul Sonnenberg to the committee.

**Officers**

Motion by Albright, seconded by Sonnenberg to appoint Ditterich as President of the Vergas EDA/HRA. Voting yes: Albright, Ditterich, Summers and Sonnenberg. Voting No: none. Motion carried. Motion by Summers and seconded by Ditterich to appoint Albright as Vice President and to appoint Perry as Assistant Treasurer. Voting yes: Albright, Ditterich, Summers and Sonnenberg. Voting No: none. Motion carried.

2024 Officers: President Duane Ditterich      Vice President Bruce Albright  
Secretary-Treasurer Julie Lammers      Assistant Treasurer Vanessa Perry

**Agenda Additions and Deletions**

Approved agenda with the following additions: Vergas Community Fund.

**Set Time, Place and Dates for Regular 2024 meetings**

Motion by Summers, seconded by Ditterich to hold 2024 meetings the 1<sup>st</sup> Tuesday of the month at the Vergas Government Services Building. Motion passed unanimously. Motion by Summers, seconded by Ditterich to move the February meeting from Feb. 6 to February 13. Voting yes: Albright, Ditterich, Summers and Sonnenberg. Voting No: none. Motion carried.

**Minutes**

Motion by Albright, seconded by Sonnenberg to approve the minutes of December 5, 2023. Voting yes: Albright, Ditterich, Summers and Sonnenberg. Voting No: none. Motion carried.

**Status of Recommendations to City Council**

None. Albright reviewed Vergas committees. Vergas has a number of committees which fall under the Council. EDA/HRA is a separate entity. There are items which the EDA/HRA works with the City Council and can make recommendations to the Council. Albright as the Council Representative will bring these items to the Council. The EDA/HRA has their own budget and bylaws.

**Financial Update**

Lammers reviewed the 2023 and 2024 income and expenses.

**Old Business**

2023 Housing and Economic Goals.

The goals and timelines will be discussed with the need for specific goals with measurable results. Example: Spec house by 2028. A tangible action plan for 2024 needs to be established. Encouraged every member to bring 1 or 2 identifiable items for both EDA and HRA to the February meeting. Instead of meeting 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. Change to: 1. Apply and receive "CEDA Grant" 2. Provide education programs to business by supporting programs offered by WCT and Otter Tail County.

HRA Lots on Eva and Diane in Vergas

Current income restrictions are \$110,000 annual income and new restriction levels will not be out until April. Banks require you to make \$100,000 to get a loan from the bank to purchase. Albright encouraged members to contact their state representatives. Lammers was asked to draft a letter to state representatives for members to send. Letter is to include where to start, what do we want to see and if they will carry a bill. We need these housing developments to increase tax base for both the city and the county.

Vergas Zoning Map

Albright stated he would like to color a blank map in with what the city currently has for commercial and residential properties. Ditterich suggested all EDA/HRA members should bring a colored map to the February meeting to discuss zoning ideas. Lammers will contact Widseth to get a white map of city limits for each member. If members would like the map larger than 8 1/2 by 11 Ditterich said his wife could print one off.

CEDA Grant

Lammers provided a grant for CEDA for the Business Retention and Expansion Program. Albright and Lammers worked on the grant which needs to be submitted by January 12, 2024. Members agreed Lammers should file the grant.

**New Business****Vergas Community Fund**

Albright informed the EDA/HRA of the Vergas Community Fund and reviewed fundraising efforts of the Barnesville Community Fund. The EDA/HRA has our saving account with West Central Initiative, and this is managed by the Vergas Community Fund. Members asked Lammers to have the Vergas Community Fund invite them to their next meeting.

Motion by Sonnenberg, seconded by Ditterich to adjourn the meeting at 3:37 p.m. Voting yes: Albright, Ditterich, Summers and Sonnenberg. Voting No: none. Motion carried.

Julie Lammers

City Clerk-Treasurer

City of Vergas

**Council Recommendations**

None.

**Follow up Actions.**

All members bring 1-2 ideas for goals in 2024 with measurable results.

Lammers to apply for CEDA Grant

Lammers to provide lists of opportunities from WCI and Otter Tail County.

Lammers draft a letter to State Representatives regarding income limits.

All members bring a color-coded map to the next meeting to discuss zoning in Vergas.

Lammers to discuss with VCF to have EDA/HRA members invited to their next meeting.

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**5. Financial Update**

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A. 2024 Income and Expenses Update

**Files Attached**

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- 2024 EDA\_HRA Revenue and Disbursements.pdf

# 2024 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>	
<b>Balance of Checking Account as of 01/31/2024</b>			<u>\$29,331.42</u>
Savings Account			
	* West Central Initiative	15,396.85	
	<b>Total in HRA/EDA Account</b>		<u><b>\$44,728.27</b></u>
<b>Veteran's Memorial</b>			
Income			
	West Central Initiative	3,843.75	
	West Central Initiative		
	West Central Initiative		
	West Central Initiative		
Total Income		<u>3,843.75</u>	
Expenses			
	Loren Menz	3,843.75	
Total Expenses		<u>3,843.75</u>	
Balance of Account			<u><u>\$0.00</u></u>
<b>Pickle Ball</b>			
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><u>\$0.00</u></u>

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

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- e. CEDA Grant

**Files Attached**

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- 2.6.24 CEDA Grant.pdf

Subject: Selection for Rural Capacity Program – Congratulations to Vergas!

Dear Julie Lammers,

I am delighted to extend our sincere congratulations to the City of Vergas for being selected as one of the 18 cities to participate in Community and Economic Development Associates (CEDA), Rural Capacity Program (RCP). This esteemed program has been made possible through a special appropriation by the State of Minnesota.

The Rural Capacity Program aims to provide valuable resources, expertise, and support to participating cities, empowering them to address the unique challenges faced by rural areas. As a selected city, you can expect to receive further information from CEDA in the coming weeks outlining program details, timelines, and specific activities.

We anticipate that your city's involvement in the Rural Capacity Program will not only foster local development but also contribute to the collective success of all participating communities. The program is designed to facilitate knowledge exchange, collaboration, and best practices, ensuring that each city can maximize its potential and achieve sustainable growth.

Should you have any immediate questions or require further information prior to receiving program details, please do not hesitate to reach out to Amy Schaefer at [amy.schaefer@cedausa.com](mailto:amy.schaefer@cedausa.com)

Once again, congratulations, and we look forward to working closely with the City of Vergas in the Rural Capacity Program.

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**Amy Schaefer**  
*Community and Business Development  
Specialist*  
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[Blue Earth, MN](#)

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**7. New Business**

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March Meeting Date