

City Council
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

1. Call to Order

2. Citizens' Concerns

3. Agenda Additions and Deletions

4. Approval of Consent Agenda

- A. Council Minutes of the June 11, 2024
- B. Bills paid between Council meetings and Council bills
- C. Liquor Store bills for June 2024
- D. Late water/sewer bills
- E. 2024 Investment Schedule/Bond Schedule
- F. General Fund Special Revenue Money Market Account
- G. 2024 Statement of Receipts, Disbursements and Balances
- H. August Council meeting moved to Aug. 14, 2024
- J. Budgets
 - 1. General
 - 2. Sewer
 - 3. Water

5. 2023 Audit

6. Public Safety Request

7. Committee Reports

- A. Event Center Advisory Board
 - 1. Resignation
 - 2. Coke Cooler
 - 3. Hand Railing/paint step
- B. Park Advisory Board
 - 1. Baseball Field Recognition
- C. Streets/Sidewalks/Yard Waste
 - 1. Approve Phase I engineering feasibility report for alley/parking lots. Schedule hearing.
 - 2. Deny request for "daily permits" at recycling center.
 - 3. Authorize up to \$2,500 in 2024 for dust control as needed and approved, look at Policies and Procedures for future payment of said costs.
- D. Grants
 - 1. GreenStep City
 - 2. Energy and Climate Control Grants Project Team
- E. Planning Commission
 - 1. Lake Shore Management Ordinance
 - 2. Vergas Basic Code

8. Staff Reports

- A. Mayor Bruhn and Council Member Albright recap of League of MN Cities Conference
- B. Utilities Superintendent
- C. Liquor Store Manager
- D. Clerk-Treasurer

9. Information & Announcements

Trainings:

- A. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

- A. Council Members serve for a four-year term. The Mayor serves for a two-year term. Filing for these positions will begin on Tuesday, July 30, 2024 and runs through Tuesday, August 13, 2024. Anyone interested in running for one of these positions, must file for office between these dates. File at the Vergas City Office 131 Main Street Vergas Mn. (Cost to file is \$2.00)
- B. Looney Days, August 8-11, 2024
- C. Primary Election, August 13, 2024

10. Adjournment

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1. Appoints Julie Bruhn to serve as the City's GreenStep coordinator for best practice documentation/implementation; and	110
2. Will facilitate the involvement of community members and other units of government as appropriate in the planning, promoting and/or implementing of GreenStep Cities best practices; and	110
3. Grants to the GreenStep program staff review access to the City's B3 Benchmarking Database so as to facilitate analysis and cost-saving technical assistance to the City regarding its buildings' energy use; and to share information with the City; and	110
4. Will provide feedback once a year on how well the GreenStep program is serving the city and on city needs from the program; and	110
5. Will claim credit for having implemented and will work at its own pace toward implementing any GreenStep best practices that will result in energy use reduction, economic savings, quality of life improvement, reduction in the City's greenhouse gas	110
Passed and Adopted by the Council on this 9th day of July 2024	110
CITY OF VERGAS	110
By: Julie Bruhn	110
Its Mayor	110
ATTEST:	110
By: Julie Lammers	110
Its City Clerk-Treasurer	110
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Files Attached

- 06.11.24 Council Minutes.pdf
- 06.2024 City Bill Listing.pdf
- 7.9.24 Claims List.pdf
- 06.2024 Liquor Store Bill Listing.pdf
- 07.08.24past_due_customers (32).pdf
- 07.2024 Investment Schedule & Bond Schedule.pdf
- 07.2024 General Fund_Special Revenue Money Market Account Report.pdf
- 06.30.24 Statement of Rec. Disb and Balances.pdf
- 06.30.24 Interim Financial Report- Budget year to date General Fund.pdf
- 06.30.24 Interim Financial Report- Budget year to date Sewer Fund.pdf
- 06.30.24 Interim Financial Report- Budget year to date Water Fund.pdf

CITY OF VERGAS
COUNCIL MINUTES
VERGAS EVENTS CENTER & ZOOM
Tuesday, June 11, 2024

The City Council of Vergas met at 6:30 pm, on Tuesday, June 11, 2024, at the Vergas Event Center and on Zoom for a hybrid regular council meeting with the following members present: Mayor Julie Bruhn; Council Members: Bruce Albright, Paul Pinke, Dean Haarstick and Natalie Fischer. Absent: none. Also present: Clerk/Treasurer Julie Lammers; Utilities Superintendent Mike DuFrane; Editor Bob Williams of the Frazee-Vergas Forum; Engineer Blaine Green; Mark Sand and Gravel Employees Jeff Hattlewick, Brandon Brusven and Brianne Balcer and Citizens Alex Ohman, Scott Goodman, Marcia Huddleson and 2 people who did not sign in; and zoom attender who did not give last name: Glen.

Call to Order

Mayor Julie Bruhn called the meeting to order.

Citizens' Concerns

Scott Goodman, Vergas Baseball Committee Member, requested the scoreboard have a sign stating Fred Meyer Complex and to name the ballfield Jerry Johnson Field. Bruhn requested this go to the park board for a recommendation and the Council will discuss it in July.

Agenda Additions and Deletions

Motion by Pinke, seconded by Albright to approve the agenda as presented. Motion passed unanimously.

Approval of Consent Agenda

Motion by Pinke, seconded by Fischer to approve the following consent agenda (removing Hydrant Policy, Looney Days employee request, Event Center and Council minutes):

Bills paid between Council meetings and Council bills totaling \$48,526.05.

Liquor Store bills for May 2024 totaling \$101,509.05.

Late water/sewer bills

2024 Investment Schedule/Bond Schedule

General Fund Special Revenue Money Market Account

2024 Statement of Receipts, Disbursements and Balances

American Rescue Plan Funding 2021-2026

Committee Report: Park Advisory Board; Water and Sewer; EDA/HRA

Motion passed unanimously.

Bruhn reviewed changes she had contacted Lammers about regarding the Council Minutes of May 14, 2024 which had already been updated and included in packet.

Discussed Event Center Advisory Board minutes not having consistency regarding names, all city minutes must use last names and first letter of first name if more than one person with the last name is attending the meeting.

Discussed hydrant flushing policy and the policy needs 2024 added before approval.

Discussed Looney Days employee request form. The Vergas Community Club has requested a city employee be available Saturday and Sunday. DuFrane stated he tries to be available as much as possible; as someone is always calling him. Bruhn questioned if an employee would not work a day in the week to lower the amount of overtime. DuFrane stated they have not done that. DuFrane stated they work Saturday most of the day and Sunday in the morning. Fisher stated that we could provide this if the employees could flex their hours. DuFrane stated he only wanted to discuss this in a closed meeting. Goodman stated that there are many duties throughout the Looney Days week. Albright suggested allowing them to take comp time which would need to be taken within 30 days. DuFrane stated he just tries to make both the townspeople and the Council happy. DuFrane stated he does not mind working extra hours and enjoys it. Fisher stated workers need to work on city work and not items that should be done by volunteers. DuFrane questioned what that entails for him and Engebretson. Bruhn stated that work can be done such as moving tables, placing barricades, picking up garbage; but not event volunteer items, such as painting lines for bean bags. It is not City employee's jobs to fill in for jobs no one else wants to do. DuFrane stated he would volunteer if he could use the city equipment. Bruhn noted cannot use city equipment as a volunteer, only when on official duty. This is a city liability issue. Discussed how to track City employees time and work during Looney Days Albright suggested not using the timeclock during Looney Days. Lammers noted the pay system is linked to the time clock. Fisher stated we need to know what is being done during this time. DuFrane stated that he just does whatever community club members ask him to do. Bruhn stated last year there was considerable overtime and community club was still not happy. We need to be clear, so everyone knows the expectations. Motion by Albright, seconded by Pinke to allow both Engebretson and DuFrane to work up to 8 hours of overtime on Saturday and Sunday and to work on Friday night to assist Looney Days events. Comp time earned over Looney Days must be taken within 30 days of occurring (by September 10, 2024). Motion passed unanimously. Motion by Pinke, seconded by Fischer to approve Council minutes, hydrants policy, event center minutes and how names are recorded, and Looney Days request form. Motion passed unanimously.

Right of Way (Located by 110 W Elm St)

Laura Osborn asked this to be put on the agenda and there was no one in attendance to discuss. Item removed.

Central Regional Sustainable Development Partnership (CRSDP) Grant

Empowering Small MN Communities Program

Bruhn explained that after the 2023 League of Mn Conference the Council had discussion regarding funding opportunities for energy climate at the July 2023 council meeting. She was granted authority to pursue funding opportunities and has been pursuing for the last 10 months. Bruhn wrote 3 grants and received 2. Both of these programs (ESMC and CRDSP) are aligned with the University of MN. Grants start July 1, 2024 and goes to June 30, 2025. The grants entail doing energy and building audits on municipal buildings; conducting review of energy consumption; and doing an analysis of the data to compile an energy climate action plan. There will also be community outreach and education. This will position Vergas to seek additional funds to make the improvements to municipal buildings, that will result in cost savings for residents. Have also joined the WCI municipal solar cohort.

Committee Reports

Planning Commission

Albright reviewed the Planning Commission meeting held May 20, 2024 and June 11, 2024 (minutes available at the Vergas City Clerk's Office). Motion by Albright, seconded by Pinke to issue an interim use permit for Mark Sand and Gravel. Motion passed unanimously. Motion by Albright, seconded by Pinke to approve the Bunkowski Gravel Pit Report of 2024. Motion passed unanimously. Currently the fee for not purchasing a permit before work begins on projects is to double the permit cost. Discussed the request to add a \$1,000 fee to commercial construction permits when work begins before construction permit is approved. Bruhn asked what other communities are doing. Lammers stated she has not currently looked into what other communities are doing, all communities she is aware of has a double the permit as a fee. Ohman stated the planning commission would waive the fee for businesses for financial reasons. Motion by Albright, seconded by Pinke to be tabled until after the next planning commission meeting and asked Lammers to find out how many commercial businesses have paid late fees and what the neighboring communities are doing for late fees. Motion passed unanimously.

Staff Reports

Utilities Superintendent

DuFrane stated the following:

Water: The SCADA system is waiting on a part to be installed.

Requested permission for DuFrane and Engebretson to attend Operator Expo in Waconia Mn on August 29, 2024 . DuFrane stated cost would be \$150.00 each for attending, mileage on city vehicle and overtime as they would be working from 3 am to 8 p.m. Motion by Albright, seconded by Pinke to allow DuFrane and Engebretson to attend the Operator Expo. Motion passed unanimously.

Parks: Buoys are out in the beach area in a u-shape with no ropes. Council asked Lammers to check on the legal requirements of ropes to block and secure the swim area. Lammers will contact Otter Tail County Water Patrol and city attorney.

Clerk-Treasurer Report

Written report provided by Lammers.

Discussed date of August Council meeting. The council asked Lammers to send out dates for council members to consider. Motion by Pinke, seconded by Albright to approve LMC liability coverage waiver form waiving the monetary limits. Motion passed unanimously.

Information & Announcements

Trainings:

1. League of MN Cities Annual Conference June 26-28, 2024, in Rochester (Bruhn & Albright)
2. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

1. Household Hazardous Waste Day, Thursday, June 20, 2024, 10:00 - 2:00

Adjournment

The business for which the meeting was called having been completed, the meeting was adjourned at 7:15 pm.

Vergas Clerk-Treasurer

Julie Lammers, CMC

CITY OF VERGAS
 Bill Listing for June 13 to July 3, 2023

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
Albright, Bruce	LMC training	1,204.72
American Red Cross	Swimming Lessons reimbursed by Lion's	240.00
Brittany Adrian	Event, refund deposit	300.00
Bruhn, Julie	LMC training	521.56
City of Vergas	GG, water and sewer	57.90
City of Vergas	Payroll	5,559.75
Colonial Life	Employee, reimbursed insurance	182.24
Corporate Tech	Technology	383.60
Crestline Software, LLC	Utility Billing Program Service	882.71
Greg Larson	Event, refund deposit	75.00
Internal Revenue Services	Withholding Tax	3,199.71
Jezmae Burkett	Event, printer ink	33.26
Lake Region Coop	Yard Waste, lights and power for camera	58.69
MN Dept. of Revenue	Sales Tax	140.00
MN Dept. Revenue	Withholding Tax	278.78
Public Employees Retirement Assoc.	Payroll	1,088.12
Ranch & Farm Auctions	Event, refund deposit	75.00
United States Postmaster	postage	408.00
Vergas Fire & Rescue	Reimbursed Training	5,920.00
Vergas State Bank	HAS contributions	430.00
Total for bills paid between Council Meetings		<u>\$21,039.04</u>

Date Range : 6/3/2024 To 7/9/2024

<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>
07/09/2024	ASP of Moorhead, Inc	Event, security gaurds 06/15/2024	24744	\$245.00			
					100-45110-300-	EVENT CENTER	\$245.00
07/09/2024	Barefoot Lawns, LLC	PK, Spring Herbicide inv#22941	24745	\$1,384.00			
					100-45210-400-	Parks	\$1,384.00
07/09/2024	DSG	Water, gaskets and flanges INv S103710954 & 103793170	24746	\$804.65			
					601-49440-220-	Water Utilities - Administration and General	\$804.65
07/09/2024	Driveway Service	Parks, washed sand	24747	\$900.00			
					100-45210-210-	Parks	\$900.00
07/09/2024	Dacotah Paper Company	Sewer, supplies Inv 34808	24748	\$46.40			
					602-49490-210-	Sewer Utilities - Administration and General	\$46.40
07/09/2024	Michael DuFrane	St, Park, Sewer, Water, cell phone reimbursment	24749	\$75.00			
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					601-49440-321-	Water Utilities - Administration and General	\$18.75
					100-43110-321-	Highways, Streets & Roadways	\$18.75
					100-45210-321-	Parks	\$18.75
07/09/2024	ESRI	GIS, licenses	24750	\$1,035.00			
					100-41910-200-	Planning and Zoning	\$1,035.00
07/09/2024	Matthew Engebretson	St, Pk, reimbursed cell phone	24751	\$25.00			
					100-43110-321-	Highways, Streets & Roadways	\$12.50
					100-45210-321-	Parks	\$12.50
07/09/2024	Flow Measurement and Control	WW & Water, Main Lift Station & meter backwash	24752	\$827.00			

Date Range : 6/3/2024 To 7/9/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
					602-49490-400-	Sewer Utilities - Administration and General	\$782.00
					601-49440-400-	Water Utilities - Administration and General	\$45.00
07/09/2024	Great Plains Natural Gas Company	Event, City Shop utility	24753	\$274.26			
					100-45110-380-	EVENT CENTER	\$172.38
					100-43010-380-	City Shop	\$101.88
07/09/2024	Hansons Plumbing & Heating, Inc.	Event, cleaned plugged intake screen	24754	\$116.50			
					100-45110-400-	EVENT CENTER	\$116.50
07/09/2024	Hoffman, Philipp, & Knutson, PLLC	20232 Audit	24755	\$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
07/09/2024	JH Signs & Designs, Inc	Gov. Services Center, sign	24756	\$950.00			
					440-41010-530-	GENERAL GOVERNMENT	\$950.00
07/09/2024	Julie Lammers	Clerk, Cell Phone Reimbursement, election mileage	24757	\$100.46			
					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	\$25.46
07/09/2024	Crestline Software, LLC	Utility Billing Program Service	24758	\$855.00			
					601-49440-200-	Water Utilities - Administration and General	\$427.50

Date Range : 6/3/2024 To 7/9/2024

<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	\$427.50
07/09/2024	Marco Inc	Copier, contract	24759	\$409.79			
					100-41010-200-	GENERAL GOVERNMENT	\$136.59
					601-49440-200-	Water Utilities - Administration and General	\$136.60
					602-49490-200-	Sewer Utilities - Administration and General	\$136.60
07/09/2024	Minnesota Life Insurance Company	Employee Life Ins, EmployeeLife Ins.	24760	\$60.10			
					100-41405-131-	Clerk	\$3.00
					100-43110-131-	Highways, Streets & Roadways	\$3.00
					100-43110-999-	Highways, Streets & Roadways	\$13.30
					609-49751-999-	Liquor Store - Manager - Off-Sale	\$31.80
					609-49751-131-	Liquor Store - Manager - Off-Sale	\$6.00
					100-45210-131-	Parks	\$3.00
07/09/2024	Madison National Life Ins Co, Inc	Employee short term Insurance (July -Sept 2024)	24761	\$211.83			
					100-45210-130-	Parks	\$26.91
					601-49440-130-	Water Utilities - Administration and General	\$26.91
					602-49490-130-	Sewer Utilities - Administration and General	\$26.90
					100-41405-130-	Clerk	\$17.28
					609-49751-130-	Liquor Store - Manager - Off-Sale	\$86.92
					100-43110-130-	Highways, Streets & Roadways	\$26.91
07/09/2024	Olson Oil Co.	Parks & St, operating supplies	24762	\$626.56			
					100-43110-210-	Highways, Streets & Roadways	\$299.66
					100-45210-210-	Parks	\$326.90
07/09/2024	Otter Tail Power Company	All depts, utility	24763	\$2,218.49			
					100-43010-380-	City Shop	\$91.35

Date Range : 6/3/2024 To 7/9/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
					602-49490-380-	Sewer Utilities - Administration and General	\$267.49
					100-43160-380-	Street Lighting	\$645.99
					100-45110-380-	EVENT CENTER	\$320.95
					100-45210-380-	Parks	\$584.57
					601-49440-380-	Water Utilities - Administration and General	\$259.22
					100-41010-380-	GENERAL GOVERNMENT	\$48.92
07/09/2024	Productive Alternatives, Inc.	Event Center, Cleaning Inv#INV 1187	24764	\$189.88			
					100-45110-300-	EVENT CENTER	\$189.88
07/09/2024	RMB Environmental Laboratories, Inc	WW & Water, Chemicals Inv. Do60797	24765	\$326.40			
					601-49440-218-	Water Utilities - Administration and General	\$44.00
					602-49490-218-	Sewer Utilities - Administration and General	\$282.40
07/09/2024	S & S Security Services, LLC	Parks, camera on baseball field bathhouse	24766	\$821.00			
					100-45210-400-	Parks	\$821.00
07/09/2024	Sign Solutions	St, signs	24767	\$162.25			
					100-43110-210-	Highways, Streets & Roadways	\$162.25
07/09/2024	TEAM LAB	Park, sewer, week killer, super bugs	24768	\$3,929.50			
					602-49490-210-	Sewer Utilities - Administration and General	\$3,214.00
					100-45210-210-	Parks	\$715.50
07/09/2024	Kyle Theisen	LS, Cell Phone Reimbursement	24769	\$25.00			
					609-49751-321-	Liquor Store - Manager - Off-Sale	\$25.00
07/09/2024	Vestis	Event, Mats, suppl es inv 2520415774	24770	\$121.71			
					100-45110-220-	EVENT CENTER	\$121.71

Date Range : 6/3/2024 To 7/9/2024

<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>
07/09/2024	Vergas State Bank	G.O. Improvement Refunding Bonds, Series 2015A	24771	\$1,192.50			
					220-47010-611-	DEBT SERVICE	\$1,192.50
07/09/2024	Vergas State Bank - #4616	Gen Obligation Water Revenue Note, Series 2022A Mn Rural Water Micro-Loan	24772	\$1,080.00			
					601-47210-611-	Interest - Bonds	\$1,080.00
07/09/2024	Widseth Smith Notlting & Assoc. Inc	Engineering; City Center Parking Lot, Gravel Pit	24773	\$10,394.27			
					100-43110-303-	Highways, Streets & Roadways	\$3,000.00
					100-43110-999-	Highways, Streets & Roadways	\$6,000.00
					100-43110-303-	Highways, Streets & Roadways	\$1,394.27
07/09/2024	Zitzow Electric, Inc.	Event, Water, electrical work	24774	\$1,208.50			
					100-45110-400-	EVENT CENTER	\$104.70
					601-49440-400-	Water Utilities - Administration and General	\$1,103.80
07/09/2024	Frazee-Vergas Forum	EDA/Hra and Council, legal ads	24775	\$229.32			
					100-41010-340-	GENERAL GOVERNMENT	\$114.66
					290-41010-340-	GENERAL GOVERNMENT	\$114.66
Total For Selected Claims				\$38,345.37			\$38,345.37

Date Range : 6/3/2024 To 7/9/2024

<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>
	Bruce E Albright		City Council/Town Board				Date
	Dean Haarstick		City Council/Town Board				Date
	Julie A Bruhn		City Council/Town Board, Mayor				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 2024

Vendor	Description	Total
Artisan Beer Company		2,698.95
Arvig Communications	Security	248.54
Bergseth Bros		21,755.90
Beverage Wholesalers		5,867.05
Blue Cross Blue Shield of MN	Employee Health Insurance	1,706.56
Breakthru Beverage MN Wine and Spirits		4,195.79
Bucks Mill Brewing		107.80
City of Vergas	Utility	60.02
City of Vergas	Payroll	5,555.41
Colonial Life	Employee Reimbursed Insurance	124.12
Corporate Technologies		41.60
D-S Beverage		17,237.21
Esser Plumbing	Cleared Sewer line with auger	392.00
Fergus Brewing Company		212.00
Fricke Consultin Sale	POS System	165.00
Great Plains Nat Gas	Utility	24.70
Internal Revenue Service	2024 Withholding Tax	1,597.50
Johnson Brothers Liquor Co		8,712.66
Klockow Brewing Co		144.00
Leighton Broadcasting	Advertising	129.00
Longweekend Sportswear		969.00
Merchant Service	Credit Card Fees	1,494.23
MN Dept. of Revenue	Sales Tax	8,614.00
MN Dept. Revenue	2024 Withholding Tax	236.40
Otter Tail Power	Utility	437.99
Phillips Wine & Spirits		12,002.95
Public Employees Retirement Assoc.	Payroll	1,006.71
Southern Wine & Spirits of MN		7,168.39
Tammy Kinsella	Advertising	182.50
Theisen, Kyle	Reimbursed Cell phone	25.00
Uline	bags and bottle wraps	294.70
Vergas Hardware	Supplies	11.78
Vergas State Bank	HAS Contributions	407.00
Vetis	Mats	78.24
Viking Coca-Cola Bottling Co		460.35
Vinocopia		1,222.75
	Total	105,587.80
	June Receipts	117,380.77
June Balance		<u>\$11,792.97</u>
	May Operating Income (Loss)	<u>(\$38,798.00)</u>
2024 Total Operating Income (Loss)		<u>(\$27,005.03)</u>

Route	Sort	Account #	Customer Name	Status	Parcel #	Service Address	Aged Days	Past Due Amt.	Total Balance	Deposit Balance	Last Pymt. Date	Last Pymt. Amount	Meter #	Meter Type	Pay Plan
2	0	1260	Hanson's Plbg & Htg	Active	82000990072000	99 S Railway Ave	96	13.26	252.84	0.00	02/29/2024	73.83	60823552	WATER	No
2	0	550	Howe, Jeremiah	Active	82000990129000	370 S Pelican Ave	96	61.28	288.93	0.00	03/28/2024	160.98	92089901	WATER	No
2	0	7701	Estate, BJ's Real	Active	82000990046000	130 E Elm St	96	106.50	712.46	0.00	03/13/2024	687.30	88917785	WATER	No
2	0	80	Penney, Joyce	Active	82000990045000	120 E Elm St	96	69.38	319.88	0.00	03/20/2024	226.66	88707227	WATER	No
2	0	621	Woods, Cassandra	Active	82000990123000	304 S Pelican Ave	126	155.13	483.53	0.00	04/15/2024	300.00	87137796	WATER	Yes
Total							Count: 5	405.55	2,057.64						

City of Vergas Investments

	<u>Account Number</u>	<u>12/31/23 Purchase</u>	<u>Sold</u>	<u>Interest Earned</u>	<u>06/30/24</u>	<u>Interest Rate</u>	<u>Maturity Date</u>
General Fund	325657	233,467.68	0.00	100,000.00	431.10	133,898.78	0.75% MMDA
Street Debt Fund	325657	260,975.43	0.00	100,000.00	842.83	161,818.26	0.75% MMDA
Sewer Reserve	19753	27,018.62	0.00	0.00	474.12	27,492.74	3.50% 6/27/2025
Sewer and Water Debt Service	19759	37,526.60	0.00	0.00	472.94	37,999.54	2.50% 7/17/2024
Liquor Fund	20338	149,042.35	0.00	0.00	1,868.13	150,910.48	2.50% 12/14/2024
Totals		708,030.68	0.00	200,000.00	4,089.12	912,119.80	

City of Vergas Bond Schedule

Title	<u>Purchase Date</u>	<u>Req. Balance</u>	<u>Interest Rate</u>	<u>Bank</u>	<u>Maturity Date</u>	<u>Balance 12/31/2023</u>	<u>Interest Paid in 2024</u>	<u>Balance 06/30/2024</u>	<u>Amount Paid in 2024</u>
Street Debt Service Fund									
General Obligation Improvement Refunding Bonds,	12/15/2015	\$299,000.00	2.42%	Vergas State Bank	2/1/27	174,173.50	1,590.00	144,173.50	30,000.00
General Obligation Improvement	6/11/2019	\$985,000.00	3.26%	Northland Trust	2/1/40	865,000.00	13,010.63	825,000.00	40,000.00
Water Fund									
General Obligation Water Revenue Note, Series 2022A	2/1/2022	<u>\$132,000.00</u>	3.25%	Vergas State Bank	2/1/32	118,800.00	1,200.00	<u>106,800.00</u>	<u>12,000.00</u>
Total		\$1,416,000.00				1,157,973.50		969,173.50	82,000.00

2006 and 2019 Street Project/General Fund/Special Revenue Money Market Account

	2023 Balance	Interest	2024 Interest	2024 Purchased	2024 sold	03/31/2024 Balance
Uncommitted Funds	104,412.88	1.12%	14.27	0.00	100,000.00	4,427.15
City Shop	8,078.61	2.05%	26.12	0.00	0.00	8,104.73
Easements	5,224.43	1.32%	16.82	0.00	0.00	5,241.25
Event Center	960.36	0.24%	3.06	0.00	0.00	963.42
Event Center Electronic Sign	10,037.60	2.54%	32.36	0.00	0.00	10,069.96
General	14,536.02	3.69%	47.01	0.00	0.00	14,583.03
Park	20,711.99	5.25%	66.88	0.00	0.00	20,778.87
Sand Seal (Seal Coating)	13,012.13	3.30%	42.04	0.00	0.00	13,054.17
Sidewalk	14,938.79	3.79%	48.28	0.00	0.00	14,987.07
Street Improvements/Equipment	41,554.87	10.54%	134.27	0.00	0.00	41,689.14
2019 Street Project	150,562.67	38.17%	486.26	0.00	100,000.00	51,048.93
2006 Street Project	110,412.76	27.99%	356.57	0.00	0.00	110,769.33
Balance	\$494,443.11	100.00%	\$1,273.93	\$0.00	\$200,000.00	295,717.04 ***

***Committed total should not drop below \$110,000 or be above \$205,000 at the end of the year.

Current Committed Total 129,471.63

As on 6/30/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	(47,668.02)	198,443.76	100,000.00	0.00	183,371.49	100,976.41	5,000.00	(38,572.16)	135,419.52	96,847.36
Small Cities Development	10,777.87	0.00	0.00	0.00	0.00	0.00	0.00	10,777.87	0.00	10,777.87
Street Debt Service*	(61,403.62)	5,889.03	0.00	0.00	31,590.00	0.00	0.00	(87,104.59)	0.00	(87,104.59)
SEWER AND WATER DEBT SERVICE	886.02	0.00	0.00	0.00	0.00	0.00	0.00	886.02	0.00	886.02
2019 Street Project	37,314.00	33,590.53	100,000.00	0.00	66,026.26	0.00	0.00	104,878.27	50,000.00	154,878.27
Street Project 2006*	20,465.13	6,367.89	0.00	0.00	0.00	0.00	0.00	26,833.02	110,000.00	136,833.02
Government Services Office	13,056.27	5,648.67	0.00	0.00	38,575.71	0.00	0.00	(19,870.77)	0.00	(19,870.77)
Water	186,134.71	58,959.67	0.00	0.00	82,901.35	236.47	0.00	161,956.56	15,260.21	177,216.77
Sewage Collection and Disposal	(149,481.14)	50,948.22	0.00	0.00	40,162.93	236.47	0.00	(138,932.32)	49,757.95	(89,174.37)
Municipal Liquor Store	98,808.66	417,814.42	0.00	0.00	446,033.92	0.00	0.00	70,589.16	149,042.35	219,631.51
Vergas EDA	24,331.42	3,843.75	0.00	5,000.00	11,638.11	0.00	0.00	21,537.06	0.00	21,537.06
Total :	133,221.30	781,505.94	200,000.00	5,000.00	900,299.77	101,449.35	5,000.00	112,978.12	509,480.03	622,458.15

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
General Property Taxes (31001 through 31299)	31001	271,225.00	154,728.06	116,496.94	57.0	3,317.86 0.00	0.00 0.00	0.00 0.00	0.00 0.00	151,410.20 0.00	0.00 0.00
Total Acct 310		271,225.00	154,728.06	116,496.94	57.1	3,317.86 0.00	0.00 0.00	0.00 0.00	0.00 0.00	151,410.20 0.00	0.00 0.00
Sales Tax	31305	0.00	273.53	(273.53)	0.0	48.57 0.00	48.68 0.00	11.80 0.00	22.14 0.00	44.99 0.00	97.35 0.00
10% Gambling Tax	31311	4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 313		4,000.00	273.53	3,726.47	6.8	48.57 0.00	48.68 0.00	11.80 0.00	22.14 0.00	44.99 0.00	97.35 0.00
LICENSES AND PERMITS	32105	9,000.00	400.00	8,600.00	4.4	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Alcoholic Beverages	32110	6,400.00	0.00	6,400.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Non-Intoxicating Malt Liquor	32115	500.00	0.00	500.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Set-Up License	32116	200.00	0.00	200.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Cigarette Licenses	32117	400.00	0.00	400.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 321		16,500.00	400.00	16,100.00	2.4	0.00 0.00	0.00 0.00	0.00 0.00	400.00 0.00	0.00 0.00	0.00 0.00
Building Permits (Excludes surcharge)	32210	6,375.00	3,360.00	3,015.00	52.7	180.00 0.00	30.00 0.00	1,890.00 0.00	210.00 0.00	870.00 0.00	180.00 0.00
Grade and Fill Permit	32211	0.00	525.00	(525.00)	0.0	0.00 0.00	75.00 0.00	75.00 0.00	75.00 0.00	225.00 0.00	75.00 0.00
GOLF CART PERMIT	32213	140.00	120.00	20.00	85.7	0.00 0.00	0.00 0.00	60.00 0.00	20.00 0.00	40.00 0.00	0.00 0.00
YARD WASTE PERMIT	32215	16,345.00	13,985.00	2,360.00	85.6	390.00 260.00	390.00 0.00	1,040.00 0.00	4,485.00 0.00	4,875.00 0.00	2,545.00 0.00
Animal Licenses	32240	750.00	650.00	100.00	86.7	38.00 0.00	72.00 0.00	52.00 0.00	298.00 0.00	182.00 0.00	8.00 0.00
Total Acct 322		23,610.00	18,640.00	4,970.00	79.0	608.00 260.00	567.00 0.00	3,117.00 0.00	5,088.00 0.00	6,192.00 0.00	2,808.00 0.00
Federal Grants and Aids	33101	4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 331		4,000.00	0.00	4,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
INTERGOVERNMENTAL REVENUES	33200	131.00	0.00	131.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
Total Acct 332		131.00	0.00	131.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
State Aids/Fire Relief	33390	28,000.00	8,670.00	19,330.00	31.0	1,950.00	0.00	800.00	0.00	0.00	5,920.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 333		28,000.00	8,670.00	19,330.00	31.0	1,950.00	0.00	800.00	0.00	0.00	5,920.00
						0.00	0.00	0.00	0.00	0.00	0.00
Local Government Aid	33401	43,751.00	0.00	43,751.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Small Cities Assistance	33422	17,861.00	0.00	17,861.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 334		61,612.00	0.00	61,612.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
County Grants and Aids for Highways	33610	3,000.00	0.00	3,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 336		3,000.00	0.00	3,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES	34005	2,000.00	50.00	1,950.00	2.5	50.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Letter Delivery Charge	34010	0.00	120.00	(120.00)	0.0	0.00	0.00	0.00	0.00	90.00	30.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 340		2,000.00	170.00	1,830.00	8.5	50.00	0.00	0.00	0.00	90.00	30.00
						0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY	34210	16,000.00	0.00	16,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 342		16,000.00	0.00	16,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
MISCELLANEOUS REVENUES	36200	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Interest Earning	36210	900.00	154.99	745.01	17.2	24.73	18.93	26.68	22.39	15.27	46.99
						0.00	0.00	0.00	0.00	0.00	0.00
Rent/Municipal Building	36217	7,200.00	4,193.60	3,006.40	58.2	550.00	550.00	550.00	550.00	893.60	550.00
						550.00	0.00	0.00	0.00	0.00	0.00
RENT/EVENT CENTER	36225	17,600.00	5,810.00	11,790.00	33.0	580.00	1,560.00	400.00	740.00	650.00	1,720.00
						160.00	0.00	0.00	0.00	0.00	0.00
Event Center/Keg Deposit/Lions	36226	0.00	450.00	(450.00)	0.0	75.00	75.00	150.00	0.00	75.00	75.00
						0.00	0.00	0.00	0.00	0.00	0.00
EVENT CENTER/SECURITY AND OTHER RELATED CHARGES	36227	1,000.00	195.00	805.00	19.5	0.00	0.00	0.00	0.00	0.00	195.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations from Private Sources	36230	2,000.00	0.00	2,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations to Event Center	36231	0.00	124.00	(124.00)	0.0	0.00	124.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Contributions and Donations to Parks	36232	0.00	1,500.00	(1,500.00)	0.0	0.00	0.00	0.00	0.00	1,500.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Refunds and Reimbursements	36233	0.00	3,252.55	(3,252.55)	0.0	982.78	0.00	0.00	2,060.00	209.77	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
LEAGUE OF MN CITIES DIVIDEND	36235	4,620.00	0.00	4,620.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 362		33,320.00	15,680.14	17,639.86	47.1	2,212.51	2,327.93	1,126.68	3,372.39	3,343.64	2,586.99
						710.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenueue	37290	0.00	852.03	(852.03)	0.0	0.00	0.00	0.00	0.00	0.00	852.03
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 372		0.00	852.03	(852.03)	0.0	0.00	0.00	0.00	0.00	0.00	852.03
						0.00	0.00	0.00	0.00	0.00	0.00
Transfer From General Fund	39201	25,000.00	0.00	25,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 392		25,000.00	0.00	25,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Sale of Investment	39990	0.00	100,000.00	(100,000.00)	0.0	100,000.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 399		0.00	100,000.00	(100,000.00)	0.0	100,000.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts		488,398.00	299,413.76	188,984.24	61.3	108,186.94	2,943.61	5,055.48	8,882.53	161,080.83	12,294.37
						970.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
GENERAL GOVERNMENT	41010	53,206.00	12,806.22	40,399.78	24.1	1,552.35 (0.03)	2,213.46 0.00	1,989.82 0.00	2,931.48 0.00	1,902.35 0.00	2,216.79 0.00
Total Acct 410		53,206.00	12,806.22	40,399.78	24.1	1,552.35 (0.03)	2,213.46 0.00	1,989.82 0.00	2,931.48 0.00	1,902.35 0.00	2,216.79 0.00
Council/Town Board	41110	10,850.00	5,736.46	5,113.54	52.9	1,567.84 2,448.37	24.40 0.00	24.40 0.00	1,370.05 0.00	299.40 0.00	2.00 0.00
Total Acct 411		10,850.00	5,736.46	5,113.54	52.9	1,567.84 2,448.37	24.40 0.00	24.40 0.00	1,370.05 0.00	299.40 0.00	2.00 0.00
Mayor	41310	2,580.00	1,506.09	1,073.91	58.4	279.79 727.27	0.00 0.00	0.00 0.00	222.03 0.00	275.00 0.00	2.00 0.00
Total Acct 413		2,580.00	1,506.09	1,073.91	58.4	279.79 727.27	0.00 0.00	0.00 0.00	222.03 0.00	275.00 0.00	2.00 0.00
Clerk	41405	32,248.00	17,482.31	14,765.69	54.2	3,238.89 952.60	2,653.28 0.00	2,195.40 0.00	2,524.93 0.00	3,250.86 0.00	2,666.35 0.00
Elections	41410	1,950.00	874.99	1,075.01	44.9	0.00 0.00	0.00 0.00	874.99 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 414		34,198.00	18,357.30	15,840.70	53.7	3,238.89 952.60	2,653.28 0.00	3,070.39 0.00	2,524.93 0.00	3,250.86 0.00	2,666.35 0.00
City/Town Attorney	41610	5,000.00	0.00	5,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 416		5,000.00	0.00	5,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Planning and Zoning	41910	1,000.00	560.88	439.12	56.1	560.88 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 419		1,000.00	560.88	439.12	56.1	560.88 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
PUBLIC SAFETY	42010	0.00	13,479.45	(13,479.45)	0.0	4,170.03 0.00	0.00 0.00	38.86 0.00	486.75 0.00	8,783.81 0.00	0.00 0.00
Total Acct 420		0.00	13,479.45	(13,479.45)	0.0	4,170.03 0.00	0.00 0.00	38.86 0.00	486.75 0.00	8,783.81 0.00	0.00 0.00
Fire Administration	42210	30,605.00	8,670.00	21,935.00	28.3	0.00 0.00	0.00 0.00	1,950.00 0.00	800.00 0.00	0.00 0.00	5,920.00 0.00
Total Acct 422		30,605.00	8,670.00	21,935.00	28.3	0.00 0.00	0.00 0.00	1,950.00 0.00	800.00 0.00	0.00 0.00	5,920.00 0.00
City Shop	43010	10,130.00	4,147.76	5,982.24	40.9	528.69 0.00	309.52 0.00	878.51 0.00	1,744.94 0.00	338.99 0.00	347.11 0.00
Total Acct 430		10,130.00	4,147.76	5,982.24	41.0	528.69 0.00	309.52 0.00	878.51 0.00	1,744.94 0.00	338.99 0.00	347.11 0.00

As on 12/31/2024

General Fund

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
Highways, Streets & Roadways	43110	156,748.00	66,244.65	90,503.35	42.3	11,847.22	36,451.59	3,333.09	4,354.80	6,715.22	2,778.62
						764.11	0.00	0.00	0.00	0.00	0.00
Sidewalk	43115	1,500.00	0.00	1,500.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Ice and Snow Removal	43125	3,500.00	0.00	3,500.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
YARD WASTE	43128	18,300.00	8,743.29	9,556.71	47.8	1,463.07	885.60	949.86	1,131.67	1,847.77	2,037.39
						427.93	0.00	0.00	0.00	0.00	0.00
Street Lighting	43160	15,000.00	4,060.49	10,939.51	27.1	610.69	779.86	1,303.02	0.00	720.62	646.30
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 431		195,048.00	79,048.43	115,999.57	40.5	13,920.98	38,117.05	5,585.97	5,486.47	9,283.61	5,462.31
						1,192.04	0.00	0.00	0.00	0.00	0.00
EVENT CENTER	45110	45,841.00	16,157.72	29,683.28	35.2	2,981.89	2,029.69	2,608.07	1,737.60	2,594.05	3,954.10
						252.32	0.00	0.00	0.00	0.00	0.00
Total Acct 451		45,841.00	16,157.72	29,683.28	35.3	2,981.89	2,029.69	2,608.07	1,737.60	2,594.05	3,954.10
						252.32	0.00	0.00	0.00	0.00	0.00
Parks	45210	94,940.00	27,533.66	67,406.34	29.0	1,946.01	2,794.44	3,716.39	2,528.25	9,360.42	5,628.24
						1,559.91	0.00	0.00	0.00	0.00	0.00
Total Acct 452		94,940.00	27,533.66	67,406.34	29.0	1,946.01	2,794.44	3,716.39	2,528.25	9,360.42	5,628.24
						1,559.91	0.00	0.00	0.00	0.00	0.00
Economic Development and Assistance	46510	5,000.00	0.00	5,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 465		5,000.00	0.00	5,000.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	49001	0.00	2,500.00	(2,500.00)	0.0	0.00	0.00	0.00	0.00	0.00	2,500.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 490		0.00	2,500.00	(2,500.00)	0.0	0.00	0.00	0.00	0.00	0.00	2,500.00
						0.00	0.00	0.00	0.00	0.00	0.00
Purchase of Investments	49350	0.00	1,291.16	(1,291.16)	0.0	298.51	235.22	187.90	254.78	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	314.75
Transfer To Governmental Fund	49360	0.00	5,000.00	(5,000.00)	0.0	5,000.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 493		0.00	6,291.16	(6,291.16)	0.0	5,298.51	235.22	187.90	254.78	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	314.75
Total Disbursements		488,398.00	196,795.13	291,602.87	40.3	36,045.86	48,377.06	20,050.31	20,087.28	36,088.49	28,698.90
						7,132.48	0.00	0.00	0.00	0.00	314.75

As on 12/31/2024

Sewage Collection and Disposal

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
SPECIAL ASSESSMENTS	36100	0.00	122.70	(122.70)	0.0	36.95	0.00	0.00	0.00	85.75	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 361		0.00	122.70	(122.70)	0.0	36.95	0.00	0.00	0.00	85.75	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS REVENUES	36200	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Refunds and Reimbursements	36233	0.00	100.00	(100.00)	0.0	0.00	0.00	0.00	100.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 362		0.00	100.00	(100.00)	0.0	0.00	0.00	0.00	100.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Connection/Reconnection Fees	37150	300.00	0.00	300.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Penalties and Forfeited Discounts	37160	0.00	1,409.30	(1,409.30)	0.0	227.10	68.60	88.49	324.53	310.09	390.49
						0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Revenue	37190	0.00	34.75	(34.75)	0.0	0.00	34.75	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 371		300.00	1,444.05	(1,144.05)	481.4	227.10	103.35	88.49	324.53	310.09	390.49
						0.00	0.00	0.00	0.00	0.00	0.00
Rate Class I	37210	84,300.00	49,481.47	34,818.53	58.7	8,911.87	7,735.86	7,988.64	8,850.65	8,024.51	7,969.94
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 372		84,300.00	49,481.47	34,818.53	58.7	8,911.87	7,735.86	7,988.64	8,850.65	8,024.51	7,969.94
						0.00	0.00	0.00	0.00	0.00	0.00
Total Receipts		84,600.00	51,148.22	33,451.78	60.5	9,175.92	7,839.21	8,077.13	9,275.18	8,420.35	8,360.43
						0.00	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

Sewage Collection and Disposal

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
Council/Town Board	41110	2,900.00	2,279.27	620.73	78.6	802.04	0.00	0.00	859.01	0.00	0.00
						618.22	0.00	0.00	0.00	0.00	0.00
Total Acct 411		2,900.00	2,279.27	620.73	78.6	802.04	0.00	0.00	859.01	0.00	0.00
						618.22	0.00	0.00	0.00	0.00	0.00
Mayor	41310	1,260.00	817.10	442.90	64.8	376.40	0.00	0.00	228.76	0.00	0.00
						211.94	0.00	0.00	0.00	0.00	0.00
Total Acct 413		1,260.00	817.10	442.90	64.9	376.40	0.00	0.00	228.76	0.00	0.00
						211.94	0.00	0.00	0.00	0.00	0.00
Clerk	41405	0.00	12,137.64	(12,137.64)	0.0	2,703.10	1,852.37	1,788.62	1,701.99	1,701.99	1,701.99
						687.58	0.00	0.00	0.00	0.00	0.00
Total Acct 414		0.00	12,137.64	(12,137.64)	0.0	2,703.10	1,852.37	1,788.62	1,701.99	1,701.99	1,701.99
						687.58	0.00	0.00	0.00	0.00	0.00
Purchase of Investments	49350	0.00	236.47	(236.47)	0.0	236.47	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 493		0.00	236.47	(236.47)	0.0	236.47	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Sewer Utilities - Sanitary Sewer Maintenance	49450	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Sewer Utilities - Administration and General	49490	80,440.00	27,223.62	53,216.38	33.8	4,347.41	9,202.05	3,065.14	2,601.04	3,898.89	3,332.13
						776.96	0.00	0.00	0.00	0.00	0.00
Total Acct 494		80,440.00	27,223.62	53,216.38	33.8	4,347.41	9,202.05	3,065.14	2,601.04	3,898.89	3,332.13
						776.96	0.00	0.00	0.00	0.00	0.00
Total Disbursements		84,600.00	42,694.10	41,905.90	50.5	8,465.42	11,054.42	4,853.76	5,390.80	5,600.88	5,034.12
						2,294.70	0.00	0.00	0.00	0.00	0.00

As on 12/31/2024

Water

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Receipts:											
Letter Delivery Charge	34010	0.00	330.00	(330.00)	0.0	30.00 0.00	0.00 0.00	90.00 0.00	60.00 0.00	120.00 0.00	30.00 0.00
Total Acct 340		0.00	330.00	(330.00)	0.0	30.00 0.00	0.00 0.00	90.00 0.00	60.00 0.00	120.00 0.00	30.00 0.00
SPECIAL ASSESSMENTS	36100	0.00	122.69	(122.69)	0.0	36.94 0.00	0.00 0.00	0.00 0.00	0.00 0.00	85.75 0.00	0.00 0.00
Total Acct 361		0.00	122.69	(122.69)	0.0	36.94 0.00	0.00 0.00	0.00 0.00	0.00 0.00	85.75 0.00	0.00 0.00
Rate Class I	37110	96,279.00	55,765.64	40,513.36	57.9	9,732.47 0.00	8,130.59 0.00	9,860.32 0.00	9,634.11 0.00	9,239.19 0.00	9,168.96 0.00
Connection/Reconnection Fees	37150	1,236.00	850.17	385.83	68.8	72.94 0.00	199.55 0.00	117.54 0.00	129.08 0.00	197.26 0.00	133.80 0.00
Penalties and Forfeited Discounts	37160	0.00	1,671.51	(1,671.51)	0.0	329.39 0.00	81.78 0.00	149.60 0.00	396.64 0.00	310.10 0.00	404.00 0.00
Water Tax Collected	37170	860.00	457.85	402.15	53.2	49.81 0.00	94.40 0.00	71.51 0.00	108.96 0.00	98.89 0.00	34.28 0.00
Sale of Water	37180	300.00	0.00	300.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Miscellaneous Revenue	37190	0.00	34.75	(34.75)	0.0	0.00 0.00	34.75 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 371		98,675.00	58,779.92	39,895.08	59.6	10,184.61 0.00	8,541.07 0.00	10,198.97 0.00	10,268.79 0.00	9,845.44 0.00	9,741.04 0.00
Penalties and Forfeited Discounts	37260	1,000.00	0.00	1,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Acct 372		1,000.00	0.00	1,000.00	0.0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00
Total Receipts		99,675.00	59,232.61	40,442.39	59.4	10,251.55 0.00	8,541.07 0.00	10,288.97 0.00	10,328.79 0.00	10,051.19 0.00	9,771.04 0.00

As on 12/31/2024

Water

<u>Account Name</u>	<u>Acct No</u>	<u>Budget</u>	<u>Year to Date</u>	<u>Balance</u>	<u>% of Budget</u>	<u>January/ July</u>	<u>February/ August</u>	<u>March/ September</u>	<u>April/ October</u>	<u>May/ November</u>	<u>June/ December</u>
Disbursements:											
Council/Town Board	41110	2,400.00	2,408.61	(8.61)	100.4	931.38	0.00	0.00	859.01	0.00	0.00
						618.22	0.00	0.00	0.00	0.00	0.00
Total Acct 411		2,400.00	2,408.61	(8.61)	100.4	931.38	0.00	0.00	859.01	0.00	0.00
						618.22	0.00	0.00	0.00	0.00	0.00
Mayor	41310	1,000.00	667.53	332.47	66.8	239.79	0.00	0.00	222.03	0.00	0.00
						205.71	0.00	0.00	0.00	0.00	0.00
Total Acct 413		1,000.00	667.53	332.47	66.8	239.79	0.00	0.00	222.03	0.00	0.00
						205.71	0.00	0.00	0.00	0.00	0.00
Clerk	41405	19,000.00	12,137.06	6,862.94	63.9	2,702.61	1,852.37	1,788.62	1,701.88	1,701.99	1,701.99
						687.60	0.00	0.00	0.00	0.00	0.00
Total Acct 414		19,000.00	12,137.06	6,862.94	63.9	2,702.61	1,852.37	1,788.62	1,701.88	1,701.99	1,701.99
						687.60	0.00	0.00	0.00	0.00	0.00
Other General Government - CARES	41990	0.00	11,000.00	(11,000.00)	0.0	0.00	0.00	0.00	0.00	0.00	11,000.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 419		0.00	11,000.00	(11,000.00)	0.0	0.00	0.00	0.00	0.00	0.00	11,000.00
						0.00	0.00	0.00	0.00	0.00	0.00
DEBT SERVICE	47010	10,000.00	13,200.00	(3,200.00)	132.0	13,200.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 470		10,000.00	13,200.00	(3,200.00)	132.0	13,200.00	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Purchase of Investments	49350	0.00	236.47	(236.47)	0.0	236.47	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Total Acct 493		0.00	236.47	(236.47)	0.0	236.47	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Water Utilities - Source of Supply	49400	0.00	200.63	(200.63)	0.0	200.63	0.00	0.00	0.00	0.00	0.00
						0.00	0.00	0.00	0.00	0.00	0.00
Water Utilities - Administration and General	49440	67,275.00	45,805.76	21,469.24	68.1	6,418.76	7,819.46	6,845.85	3,862.75	5,172.01	14,680.22
						1,006.71	0.00	0.00	0.00	0.00	0.00
Total Acct 494		67,275.00	46,006.39	21,268.61	68.4	6,619.39	7,819.46	6,845.85	3,862.75	5,172.01	14,680.22
						1,006.71	0.00	0.00	0.00	0.00	0.00
Total Disbursements		99,675.00	85,656.06	14,018.94	85.9	23,929.64	9,671.83	8,634.47	6,645.67	6,874.00	27,382.21
						2,518.24	0.00	0.00	0.00	0.00	0.00

City Council
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

5. 2023 Audit

Files Attached

- Audit Report - City of Vergas - 12.31.23.pdf

**CITY OF VERGAS
VERGAS, MINNESOTA**

YEAR ENDED DECEMBER 31, 2023



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, 2023**

<u>City Council</u>	<u>Position</u>	<u>Term Expires</u>
Elected		
Julie Bruhm	Mayor	December 31, 2024
Bruce Albright	Councilmember	December 31, 2024
Dean Haarstick	Councilmember	December 31, 2026
Natalie Fischer	Councilmember	December 31, 2024
Paul Pinke	Councilmember	December 31, 2026
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, 2023, 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, 2023, 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, 2023, 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 Required Supplementary Information as listed in the table of contents, 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.

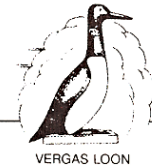
Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 21, 2024, 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.

A handwritten signature in blue ink that reads "Hoffman, Philipp, & Martell".

Hoffman, Philipp, & Martell, PLLC
June 21, 2024

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, 2023. 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 \$2,206,870, of which \$1,336,515 is the net investment in capital assets, \$277,091 is restricted for debt service and economic development, and \$593,264 is unrestricted. The total net position of governmental activities decreased by \$28,740 for the year ended December 31, 2023. This is attributed primarily to capital improvements including road surfacing, event center remodeling, and park construction.

The total net position of business-type activities is \$1,521,478, of which \$1,111,445 is the net investment in capital assets, and \$410,033 is unrestricted. The total net position of business-type activities increased by \$16,212 in 2023, primarily due to a positive operating income in the Liquor Store.

At the close of 2023, the City's governmental funds reported combined ending fund balances of \$471,504, a decrease of \$171,303 over the prior year. Of the total fund balance amount, \$277,091 is legally or contractually restricted, \$152,774 is formally committed for specific purposes, and \$41,639 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 \$3,728,348 at the close of 2023. The largest portion of the City's net position (approximately 66 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 7 percent of the City's net position is restricted for debt service and economic development, and 27 percent of the City's net position is unrestricted. The unrestricted net position amount of \$1,003,297 as of December 31, 2023, may be used to meet the City's ongoing obligations to citizens.

The City's overall financial position decreased from last year. Total assets increased by \$154,021, and total liabilities increased by \$73,061 from the prior year. Deferred outflows related to pensions decreased by \$41,811, and deferred inflows of resources related to pensions increased by \$51,677, resulting in a decreased net position of \$12,528 from the prior year. This decrease was primarily due to depreciation of capital assets and street and building improvements.

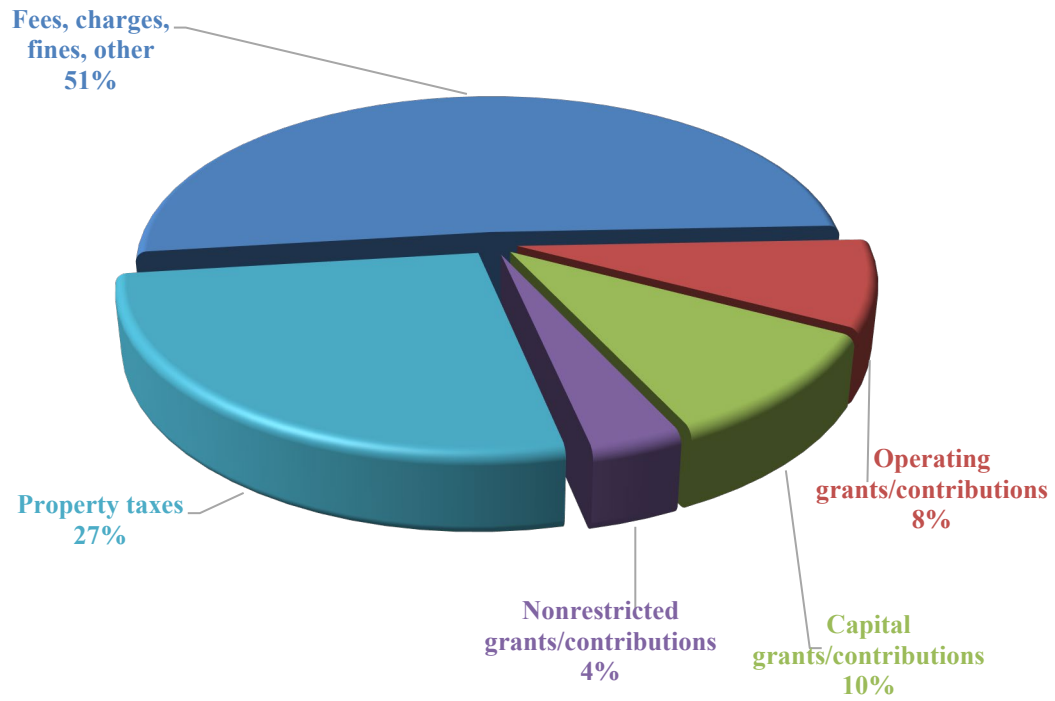
NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Current and other assets	\$ 944,212	\$ 1,162,859	\$ 558,731	\$ 494,210	\$ 1,502,943	\$ 1,657,069
Capital assets	2,551,515	2,195,085	1,231,445	1,279,728	3,782,960	3,474,813
Total assets	\$ 3,495,727	\$ 3,357,944	\$ 1,790,176	\$ 1,773,938	\$ 5,285,903	\$ 5,131,882
Deferred outflows - pensions	\$ 16,633	\$ 30,012	\$ 35,343	\$ 63,775	\$ 51,976	\$ 93,787
Other liabilities	\$ 29,062	\$ 33,864	\$ 16,193	\$ 16,095	\$ 45,255	\$ 49,959
Long-term liabilities outstanding	1,258,758	1,117,348	250,298	313,943	1,509,056	1,431,291
Total liabilities	\$ 1,287,820	\$ 1,151,212	\$ 266,491	\$ 330,038	\$ 1,554,311	\$ 1,481,250
Deferred inflows - pensions	\$ 17,670	\$ 1,134	\$ 37,550	\$ 2,409	\$ 55,220	\$ 3,543
Net position						
Net investment in capital assets	\$ 1,336,515	\$ 1,145,085	\$ 1,111,445	\$ 1,147,728	\$ 2,447,960	\$ 2,292,813
Restricted	277,091	318,596	-	-	277,091	318,596
Unrestricted	593,264	771,929	410,033	357,538	1,003,297	1,129,467
Total net position	\$ 2,206,870	\$ 2,235,610	\$ 1,521,478	\$ 1,505,266	\$ 3,728,348	\$ 3,740,876

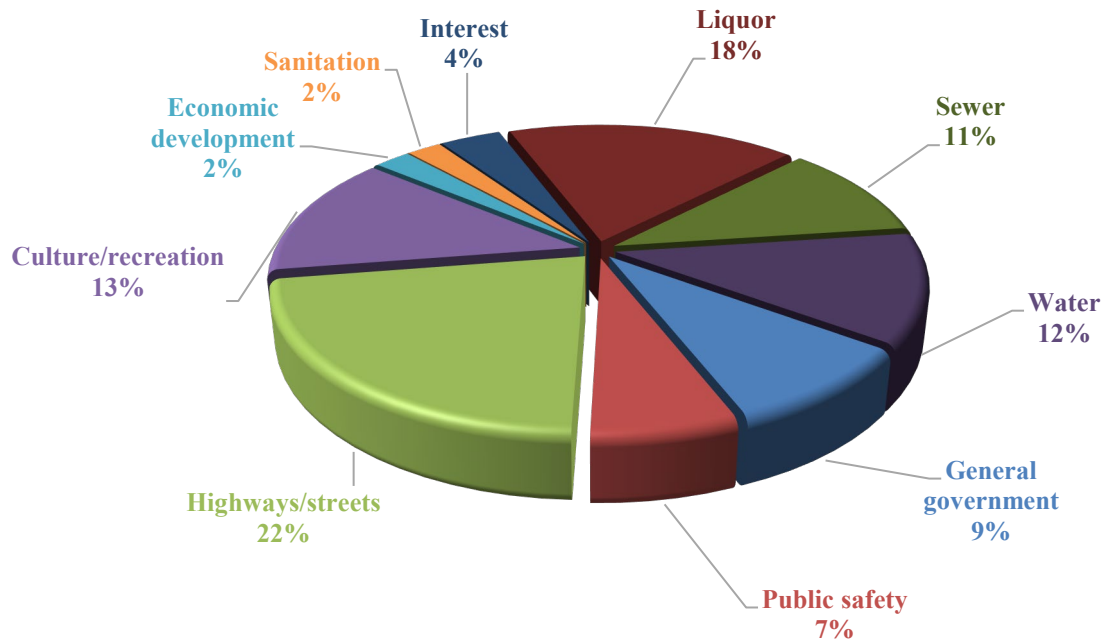
CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Revenues						
Program Revenues						
Fees, charges, fines and other	\$ 74,848	\$ 86,909	\$ 1,117,799	\$ 1,076,672	\$ 1,192,647	\$ 1,163,581
Operating grants and contributions	89,204	57,884	1,440	993	90,644	58,877
Capital grants and contributions	111,416	158,947	-	-	111,416	158,947
General Revenues and Transfers						
Property taxes	286,569	270,443	-	-	286,569	270,443
Grants and contributions not restricted to specific programs	38,777	38,529	-	-	38,777	38,529
Investment earnings	3,044	409	1,456	451	4,500	860
Insurance dividends	1,356	9,470	61	1,004	1,417	10,474
Transfers	15,000	25,000	(15,000)	(25,000)	-	-
Total revenues	\$ 620,214	\$ 647,591	\$ 1,105,756	\$ 1,054,120	\$ 1,725,970	\$ 1,701,711
Expenses						
General government	\$ 98,476	\$ 145,165	\$ -	\$ -	\$ 98,476	\$ 145,165
Public safety	71,105	83,705	-	-	71,105	83,705
Highways and streets	241,613	171,941	-	-	241,613	171,941
Sanitation	23,602	22,733	-	-	23,602	22,733
Culture and recreation	147,431	112,459	-	-	147,431	112,459
Economic development	24,788	1,353	-	-	24,788	1,353
Interest	41,939	32,937	-	-	41,939	32,937
Liquor	-	-	841,642	834,158	841,642	834,158
Sewer	-	-	115,174	100,624	115,174	100,624
Water	-	-	132,728	157,705	132,728	157,705
Total expenses	\$ 648,954	\$ 570,293	\$ 1,089,544	\$ 1,092,487	\$ 1,738,498	\$ 1,662,780
Increase (decrease) in net position	\$ (28,740)	\$ 77,298	\$ 16,212	\$ (38,367)	\$ (12,528)	\$ 38,931
Net position, January 1	2,235,610	2,158,312	1,505,266	1,543,633	3,740,876	3,701,945
Net position, December 31	\$ 2,206,870	\$ 2,235,610	\$ 1,521,478	\$ 1,505,266	\$ 3,728,348	\$ 3,740,876

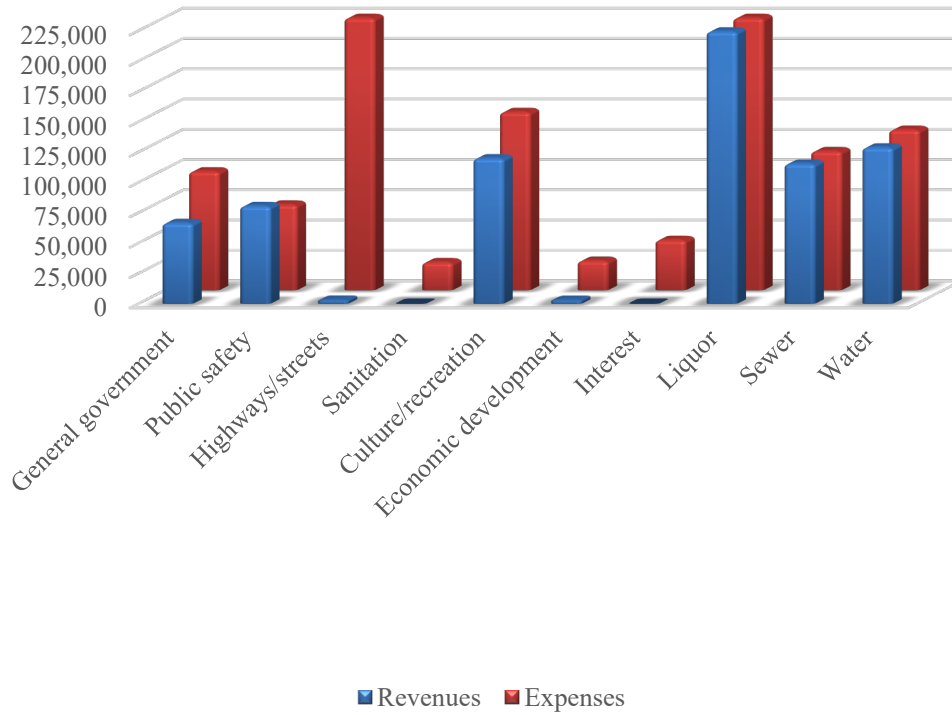
Revenues by Source



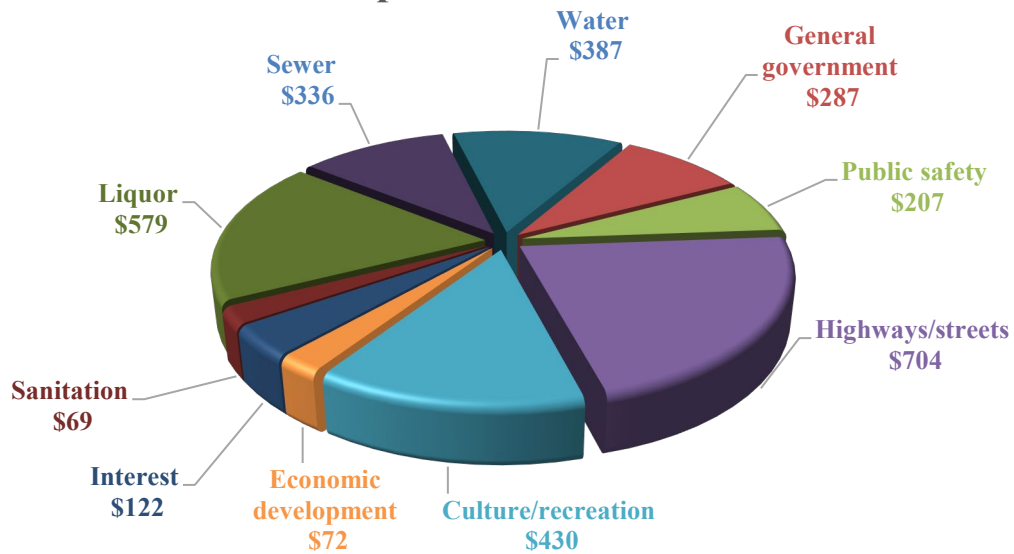
Expenses by Function



Program Revenues & Expenditures



Expenditures Per Capita 343 Population as of 2023



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 2023, the City's governmental funds reported combined ending fund balances of \$471,504. 59 percent constitutes the restricted fund balance, 32 percent constitutes formally committed fund balance, and 9 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 \$181,493. The General Fund's restricted fund balance was \$10,778, the committed fund balance was \$129,076, and the unassigned fund balance was \$41,639. As a measure of the General Fund's liquidity, it is useful to compare total fund balance to total fund expenditures for 2023. Total fund balance represents 20 percent of total General Fund expenditures.

In 2023, the fund balance amount in the General Fund decreased by \$154,910, primarily due to street repairs, event center remodeling, and park improvements.

The fund balance of the 2006 Street Project Debt Service Fund decreased by \$3,205 from the prior year, primarily as a result of repayment of debt in excess of special assessments collected.

The fund balance of the 2019 Street Project Debt Service Fund decreased by \$18,550, primarily as a result of repayment of debt in excess of special assessments received.

The fund balance of the nonmajor Vergas Economic Development Authority (EDA) Special Revenue Fund increased by \$5,362, primarily as a result of a transfer of \$7,000 from the General Fund.

Proprietary Funds

The Liquor Enterprise Fund reported an operating income in 2023 of \$32,272, indicating that it is charging for products and services at a rate sufficient to cover expenses.

In 2023, the Sewer Enterprise Fund reported an operating income of \$83, indicating they are collecting for services at a rate consistent with cost.

The Water Enterprise Fund reported an operating loss in 2023 of \$1,580, primarily as a result of interest expense and depreciation.

GENERAL FUND BUDGETARY HIGHLIGHTS

The City of Vergas had no budgetary amendments in 2023.

Actual revenues were more than overall final budgeted revenues by \$118,213, with the largest positive variances in intergovernmental and gifts and contributions. Actual expenditures were more than overall final budgeted expenditures by \$489,967, with the largest negative variances in public safety, highway and streets, and capital outlay.

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, 2023, amounted to \$3,782,960 (net of accumulated depreciation). The total increase in the City's investment in capital assets for the current fiscal year was approximately 9 percent. This increase was due to the purchase of the new government office building and construction of the veteran's memorial and pickleball courts.

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
Land	\$ 66,637	\$ 59,238	\$ -	\$ -	\$ 66,637	\$ 59,238
Construction in progress	351,346	193,082	-	-	351,346	193,082
Infrastructure	1,733,389	1,761,593	911,921	951,719	2,645,310	2,713,312
Buildings and improvements	283,079	87,441	288,147	303,534	571,226	390,975
Machinery and equipment	117,064	93,731	31,377	24,475	148,441	118,206
Total capital assets	<u>\$ 2,551,515</u>	<u>\$ 2,195,085</u>	<u>\$ 1,231,445</u>	<u>\$ 1,279,728</u>	<u>\$ 3,782,960</u>	<u>\$ 3,474,813</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 a total debt outstanding of \$1,335,000 which is backed by the full faith and credit of the government.

	Governmental Activities		Business-Type Activities		Total	
	2023	2022	2023	2022	2023	2022
General Obligation Improvement Refunding Bonds of 2015	\$ 120,000	\$ 145,000	\$ -	\$ -	\$ 120,000	\$ 145,000
General Obligation Improvement Bonds, Series 2019A	865,000	905,000	-	-	865,000	905,000
Building lease purchase	230,000	-	-	-	230,000	-
General Obligation Water Revenue Note of 2022	-	-	120,000	132,000	120,000	132,000
	<u>\$ 1,215,000</u>	<u>\$ 1,050,000</u>	<u>\$ 120,000</u>	<u>\$ 132,000</u>	<u>\$ 1,335,000</u>	<u>\$ 1,182,000</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 2023, 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.

- 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 3.5 percent as of December 31, 2023. This is higher than the statewide rate of 2.6 percent and the same as the national average rate of 3.5 percent.
- The 2023 population of Vergas according to the League of Minnesota Cities was 343, a decrease since the 2020 census of 348.
- On December 12, 2023, the City of Vergas set its 2024 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, 2023**

	Governmental Activities	Business-type Activities	Total
<u>Assets</u>			
Cash and pooled investments	\$ 61,645	\$ 185,817	\$ 247,462
Investments	429,725	164,066	593,791
Taxes receivable			
Current	3,748	-	3,748
Prior	12,781	-	12,781
Special assessments receivable			
Current	502	74	576
Prior	2,575	424	2,999
Accounts receivable	4,902	24,559	29,461
Inventory	-	183,791	183,791
Special assessments receivable - noncurrent	428,334	-	428,334
Capital assets			
Non-depreciable	417,983	-	417,983
Depreciable - net of accumulated depreciation	2,133,532	1,231,445	3,364,977
Total Assets	\$ 3,495,727	\$ 1,790,176	\$ 5,285,903
<u>Deferred Outflows of Resources</u>			
Related to pensions	\$ 16,633	\$ 35,343	\$ 51,976
Total Deferred Outflows of Resources	\$ 16,633	\$ 35,343	\$ 51,976
<u>Liabilities</u>			
Accounts payable	\$ 14,060	\$ 3,969	\$ 18,029
Salaries payable	8,313	6,485	14,798
Contracts payable	6,647	-	6,647
Due to other governments	42	5,739	5,781
Long-term liabilities			
Due within one year	70,262	14,880	85,142
Due in more than one year	1,129,445	109,937	1,239,382
Net pension liability	59,051	125,481	184,532
Total Liabilities	\$ 1,287,820	\$ 266,491	\$ 1,554,311
<u>Deferred Inflows of Resources</u>			
Related to pensions	\$ 17,670	\$ 37,550	\$ 55,220
Total Deferred Inflows of Resources	\$ 17,670	\$ 37,550	\$ 55,220
<u>Net Position</u>			
Net investment in capital assets	\$ 1,336,515	\$ 1,111,445	\$ 2,447,960
Amounts restricted for debt service	266,313	-	266,313
Amounts restricted for economic development	10,778	-	10,778
Unrestricted amounts	593,264	410,033	1,003,297
Total Net Position	\$ 2,206,870	\$ 1,521,478	\$ 3,728,348

**CITY OF VERGAS
VERGAS, MINNESOTA**

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023**

		Program Revenues	
		Fees, Charges, Fines and Other	Operating Grants and Contributions
	Expenses		
<u>Functions/Programs</u>			
Governmental activities			
General government	\$ 98,476	\$ 61,966	\$ 5,098
Public safety	71,105	-	81,067
Highways and streets	241,613	468	3,039
Sanitation	23,602	-	-
Culture and recreation	147,431	12,414	-
Economic development	24,788	-	-
Interest	41,939	-	-
Total governmental activities	\$ 648,954	\$ 74,848	\$ 89,204
Business-type activities			
Liquor	\$ 841,642	\$ 873,914	\$ -
Sewer	115,174	115,257	720
Water	132,728	128,628	720
Total business-type activities	\$ 1,089,544	\$ 1,117,799	\$ 1,440
Total	\$ 1,738,498	\$ 1,192,647	\$ 90,644

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

Net Position - December 31

EXHIBIT 2

Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Position		
	Governmental Activities	Business-type Activities	Total
\$ -	\$ (31,412)	\$ -	\$ (31,412)
-	9,962	-	9,962
-	(238,106)	-	(238,106)
-	(23,602)	-	(23,602)
108,016	(27,001)	-	(27,001)
3,400	(21,388)	-	(21,388)
-	(41,939)	-	(41,939)
\$ 111,416	\$ (373,486)	\$ -	\$ (373,486)
\$ -	\$ -	\$ 32,272	\$ 32,272
-	-	803	803
-	-	(3,380)	(3,380)
\$ -	\$ -	\$ 29,695	\$ 29,695
\$ 111,416	\$ (373,486)	\$ 29,695	\$ (343,791)
	\$ 286,569	\$ -	\$ 286,569
	38,777	-	38,777
	3,044	1,456	4,500
	1,356	61	1,417
	15,000	(15,000)	-
	\$ 344,746	\$ (13,483)	\$ 331,263
	\$ (28,740)	\$ 16,212	\$ (12,528)
	2,235,610	1,505,266	3,740,876
	\$ 2,206,870	\$ 1,521,478	\$ 3,728,348

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 3

**BALANCE SHEET
GOVERNMENTAL FUNDS
DECEMBER 31, 2023**

	General Fund	2006 Street Project Debt Service	2019 Street Project Debt Service	Nonmajor Vergas EDA Special Revenue	Total Governmental Funds
<u>Assets</u>					
Assets					
Cash and pooled investments	\$ -	\$ -	\$ 37,314	\$ 24,331	\$ 61,645
Investments	210,663	69,062	150,000	-	429,725
Taxes receivable					
Current	3,236	159	353	-	3,748
Prior	11,102	527	1,152	-	12,781
Special assessments receivable					
Current	-	483	19	-	502
Prior	-	1,993	582	-	2,575
Accounts receivable	1,058	-	-	3,844	4,902
Due from other funds	-	8,879	-	-	8,879
Special assessments receivable - noncurrent	-	22,889	405,445	-	428,334
Total Assets	\$ 226,059	\$ 103,992	\$ 594,865	\$ 28,175	\$ 953,091
<u>Liabilities, Deferred Inflows of Resources and Fund Balances</u>					
Liabilities					
Accounts payable	\$ 10,216	\$ -	\$ -	\$ 3,844	\$ 14,060
Salaries payable	7,680	-	-	633	8,313
Due to other funds	8,879	-	-	-	8,879
Due to other governments	42	-	-	-	42
Total Liabilities	\$ 33,464	\$ -	\$ -	\$ 4,477	\$ 37,941
Deferred Inflows of Resources					
Taxes	\$ 11,102	\$ 483	\$ 1,152	\$ -	\$ 12,737
Special assessments	-	24,882	406,027	-	430,909
Total Deferred Inflows of Resources	\$ 11,102	\$ 25,365	\$ 407,179	\$ -	\$ 443,646
Fund Balances					
Restricted for debt service					
Debt service	\$ -	\$ 78,627	\$ 187,686	\$ -	\$ 266,313
Small cities development	10,778	-	-	-	10,778
Committed to					
City shop	8,079	-	-	-	8,079
Easement	5,245	-	-	-	5,245
Economic development	-	-	-	23,698	23,698
Event Center	10,998	-	-	-	10,998
Parks	20,712	-	-	-	20,712
Recreation programs	14,536	-	-	-	14,536
Sand seal	13,012	-	-	-	13,012
Sidewalk improvements	14,939	-	-	-	14,939
Street improvements	41,555	-	-	-	41,555
Unassigned	41,639	-	-	-	41,639
Total Fund Balances	\$ 181,493	\$ 78,627	\$ 187,686	\$ 23,698	\$ 471,504
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$ 226,059	\$ 103,992	\$ 594,865	\$ 28,175	\$ 953,091

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 4

**RECONCILIATION OF GOVERNMENTAL FUNDS BALANCE SHEET TO
THE STATEMENT OF NET POSITION--GOVERNMENTAL ACTIVITIES
DECEMBER 31, 2023**

Fund balances - total governmental funds (Exhibit 3)	\$	471,504
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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.		2,551,515
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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.		443,646
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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	\$ (893)		
General obligation bonds payable	(1,215,000)		
Unamortized discount on bonds payable	<u>16,186</u>		(1,199,707)

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	\$ (59,051)		
Deferred outflows of resources related to pensions	16,633		
Deferred inflows of resources related to pensions	<u>(17,670)</u>		<u>(60,088)</u>

Net position of governmental activities (Exhibit 1)	\$	<u>2,206,870</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, 2023**

	General Fund	2006 Street Project Debt Service	2019 Street Project Debt Service	Nonmajor Vergas EDA Special Revenue	Total Governmental Funds
Revenues					
Property taxes	\$ 255,379	\$ 11,437	\$ 23,915	\$ -	\$ 290,731
Special assessments	-	13,869	24,511	-	38,380
Licenses and permits	37,313	-	-	-	37,313
Intergovernmental	112,671	-	-	56,196	168,867
Charges for services	9,047	-	-	-	9,047
Gifts and contributions	67,130	-	-	-	67,130
Investment earnings	3,044	-	-	-	3,044
Miscellaneous	33,237	-	-	-	33,237
Total Revenues	\$ 517,821	\$ 25,306	\$ 48,426	\$ 56,196	\$ 647,749
Expenditures					
Current					
General government	\$ 84,555	\$ -	\$ -	\$ -	\$ 84,555
Public safety	70,148	-	-	-	70,148
Highways and streets	204,915	-	-	-	204,915
Sanitation	14,329	-	-	-	14,329
Culture and recreation	127,839	-	-	-	127,839
Economic development	23,150	-	-	1,638	24,788
Total Current	\$ 524,936	\$ -	\$ -	\$ 1,638	\$ 526,574
Debt service					
Principal retirement	\$ -	\$ 25,000	\$ 40,000	\$ -	\$ 65,000
Interest	10,500	3,511	26,976	-	40,987
Total Debt service	\$ 10,500	\$ 28,511	\$ 66,976	\$ -	\$ 105,987
Capital outlay					
General government	\$ 222,893	\$ -	\$ -	\$ -	\$ 222,893
Highways and streets	29,370	-	-	-	29,370
Culture and recreation	123,032	-	-	56,196	179,228
Total Capital outlay	\$ 375,295	\$ -	\$ -	\$ 56,196	\$ 431,491
Total Expenditures	\$ 910,731	\$ 28,511	\$ 66,976	\$ 57,834	\$ 1,064,052
Excess of Revenues Over (Under) Expenditures	\$ (392,910)	\$ (3,205)	\$ (18,550)	\$ (1,638)	\$ (416,303)
Other Financing Sources (Uses)					
Transfers in	\$ 15,000	\$ -	\$ -	\$ 7,000	\$ 22,000
Transfers out	(7,000)	-	-	-	(7,000)
Proceeds from issuance of debt	230,000	-	-	-	230,000
Total Other Financing Sources (Uses)	\$ 238,000	\$ -	\$ -	\$ 7,000	\$ 245,000
Net Change in Fund Balance	\$ (154,910)	\$ (3,205)	\$ (18,550)	\$ 5,362	\$ (171,303)
Fund Balance - January 1	336,403	81,832	206,236	18,336	642,807
Fund Balance - December 31	\$ 181,493	\$ 78,627	\$ 187,686	\$ 23,698	\$ 471,504

**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, 2023**

Net change in fund balances - total governmental funds (Exhibit 5)	\$	(171,303)
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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	\$ 427,647	
Current year depreciation	(71,217)	356,430

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	\$ (4,162)	
Special assessments receivable	(38,380)	(42,542)

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.

Proceeds from issuance of debt	\$ (230,000)	
Principal repayment	65,000	(165,000)

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	\$ (42)	
Amortization of bond discount	(952)	
Deferred outflows of resources related to pensions	(13,379)	
Net pension liability	24,584	
Deferred inflows of resources related to pensions	(16,536)	(6,325)

Change in net position of governmental activities (Exhibit 2)	\$	<u>(28,740)</u>
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**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 7

**STATEMENT OF NET POSITION
PROPRIETARY FUNDS
DECEMBER 31, 2023**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
<u>Assets</u>				
Current Assets				
Cash and pooled investments	\$ 98,809	\$ -	\$ 87,008	\$ 185,817
Investments	149,042	-	15,024	164,066
Special assessments receivable				
Current	-	37	37	74
Prior	-	212	212	424
Accounts receivable	179	10,775	13,605	24,559
Due from other funds	-	-	99,577	99,577
Inventory	183,791	-	-	183,791
Total Current Assets	\$ 431,821	\$ 11,024	\$ 215,463	\$ 658,308
Noncurrent Assets				
Capital assets				
Depreciable - net of accumulated depreciation	303,395	254,229	673,821	1,231,445
Total Assets	\$ 735,216	\$ 265,253	\$ 889,284	\$ 1,889,753
<u>Deferred Outflows of Resources</u>				
Related to pensions	\$ 15,073	\$ 9,875	\$ 10,395	\$ 35,343
<u>Liabilities</u>				
Current Liabilities				
Accounts payable	\$ 1,209	\$ 675	\$ 2,085	\$ 3,969
Salaries payable	3,309	1,588	1,588	6,485
Compensated absences payable	1,802	491	587	2,880
Due to other funds	-	99,577	-	99,577
Due to other governments	5,668	-	71	5,739
Revenue bonds payable - current	-	-	12,000	12,000
Total Current Liabilities	\$ 11,988	\$ 102,331	\$ 16,331	\$ 130,650
Noncurrent Liabilities				
Compensated absences payable	\$ -	\$ 932	\$ 1,005	\$ 1,937
Revenue bonds payable - long term	-	-	108,000	108,000
Net pension liability	53,514	35,061	36,906	125,481
Total Noncurrent Liabilities	\$ 53,514	\$ 35,993	\$ 145,911	\$ 235,418
Total Liabilities	\$ 65,502	\$ 138,324	\$ 162,242	\$ 366,068
<u>Deferred Inflows of Resources</u>				
Related to pensions	\$ 16,014	\$ 10,492	\$ 11,044	\$ 37,550
<u>Net Position</u>				
Net investment in capital assets	\$ 303,395	\$ 254,229	\$ 553,821	\$ 1,111,445
Unrestricted amounts	365,378	(127,917)	172,572	410,033
Total Net Position	\$ 668,773	\$ 126,312	\$ 726,393	\$ 1,521,478

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 8

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2023**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
Sales and Cost of Goods Sold				
Sales	\$ 873,907	\$ -	\$ -	\$ 873,907
Cost of goods sold	(643,023)	-	-	(643,023)
Gross Profit	\$ 230,884	\$ -	\$ -	\$ 230,884
Operating Revenues				
Charges for services	\$ -	\$ 115,257	\$ 128,628	\$ 243,885
Miscellaneous	7	-	-	7
Total Operating Revenues	\$ 7	\$ 115,257	\$ 128,628	\$ 243,892
Total Gross Profit and Operating Revenues	\$ 230,891	\$ 115,257	\$ 128,628	\$ 474,776
Operating Expenses				
Personnel services	\$ 128,346	\$ 63,203	\$ 65,860	\$ 257,409
Professional services	15,819	12,840	2,976	31,635
Advertising	3,205	-	-	3,205
Insurance	4,899	288	2,702	7,889
Repairs and maintenance	3,596	9,759	6,752	20,107
Supplies	4,826	13,819	11,043	29,688
Utilities	10,127	2,731	5,929	18,787
Miscellaneous	4,873	3,715	3,725	12,313
Depreciation	22,928	8,819	31,221	62,968
Total Operating Expenses	\$ 198,619	\$ 115,174	\$ 130,208	\$ 444,001
Operating Income (Loss)	\$ 32,272	\$ 83	\$ (1,580)	\$ 30,775
Nonoperating Revenues (Expenses)				
Special assessments	\$ -	\$ 720	\$ 720	\$ 1,440
Investment earnings	1,296	120	40	1,456
Interest expense	-	-	(2,520)	(2,520)
Miscellaneous	-	-	61	61
Total Nonoperating Revenues (Expenses)	\$ 1,296	\$ 840	\$ (1,699)	\$ 437
Income (Loss) Before Transfers	\$ 33,568	\$ 923	\$ (3,279)	\$ 31,212
Transfers out	(15,000)	-	-	(15,000)
Change in Net Position	\$ 18,568	\$ 923	\$ (3,279)	\$ 16,212
Net Position - January 1	650,205	125,389	729,672	1,505,266
Net Position - December 31	\$ 668,773	\$ 126,312	\$ 726,393	\$ 1,521,478

**CITY OF VERGAS
VERGAS, MINNESOTA**

EXHIBIT 9

**STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2023
Increase (Decrease) in Cash and Cash Equivalents**

	Liquor Enterprise	Sewer Enterprise	Water Enterprise	Total
Cash Flows from Operating Activities				
Receipts from customers	\$ 957,033	\$ 115,467	\$ 131,351	\$ 1,203,851
Payments to employees	(123,711)	(59,860)	(62,312)	(245,883)
Payments to suppliers	(753,189)	(42,887)	(36,053)	(832,129)
Net cash provided by (used in) operating activities	\$ 80,133	\$ 12,720	\$ 32,986	\$ 125,839
Cash Flows from Noncapital Financing Activities				
Special assessments received	\$ -	\$ 4,397	\$ 4,397	\$ 8,794
Miscellaneous	-	-	61	61
Transfers from other funds	-	151,318	143,888	295,206
Transfers to other funds	(15,000)	(203,218)	(107,013)	(325,231)
Net cash provided by (used in) noncapital financing activities	\$ (15,000)	\$ (47,503)	\$ 41,333	\$ (21,170)
Cash Flows from Capital and Related Financing Activities				
Purchase of capital assets	\$ -	\$ (14,685)	\$ -	\$ (14,685)
Principal paid on bonds	-	-	(12,000)	(12,000)
Interest paid on bonds	-	-	(2,520)	(2,520)
Net cash provided by (used in) capital and related financing activities	\$ -	\$ (14,685)	\$ (14,520)	\$ (29,205)
Cash Flows from Investing Activities				
Investment earnings received	\$ 1,296	\$ 120	\$ 40	\$ 1,456
Net Increase (Decrease) in Cash and Cash Equivalents	\$ 66,429	\$ (49,348)	\$ 59,839	\$ 76,920
Cash and Cash Equivalents at January 1	181,422	49,348	42,193	272,963
Cash and Cash Equivalents at December 31	\$ 247,851	\$ -	\$ 102,032	\$ 349,883

**CITY OF VERGAS
VERGAS, MINNESOTA**

**EXHIBIT 9
(Continued)**

**STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2023
Increase (Decrease) in Cash and Cash Equivalents**

	<u>Liquor Enterprise</u>	<u>Sewer Enterprise</u>	<u>Water Enterprise</u>	<u>Total</u>
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities				
Operating income (loss)	\$ 32,272	\$ 83	\$ (1,580)	\$ 30,775
Adjustments to reconcile net operating income (loss) to net cash provided by (used in) operating activities				
Depreciation expense	\$ 22,928	\$ 8,819	\$ 31,221	\$ 62,968
(Increase) decrease in assets				
Accounts receivable	(179)	206	(95)	(68)
Inventory	19,974	-	-	19,974
Increase (decrease) in liabilities				
Accounts payable	299	106	(119)	286
Salaries payable	(474)	32	32	(410)
Compensated absences payable	271	149	180	600
Due to other governments	211	-	11	222
Net pension liability	4,831	3,325	3,336	11,492
Total adjustments	<u>\$ 47,861</u>	<u>\$ 12,637</u>	<u>\$ 34,566</u>	<u>\$ 95,064</u>
Net cash provided by (used in) operating activities	<u>\$ 80,133</u>	<u>\$ 12,720</u>	<u>\$ 32,986</u>	<u>\$ 125,839</u>

CITY OF VERGAS VERGAS, MINNESOTA

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2023

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 the 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. Cash and cash equivalents are valued at fair value.

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, 2023, based on market prices. Investment earnings on cash and pooled investments are allocated to the funds with deposits. Pooled investment earnings for 2023 were \$489. Total investment earnings for 2023 were \$4,500.

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 2012 through 2023 and noncurrent special assessments collectible in 2024 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, 2023.

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, 2023.

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, 2023.

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. 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, 2023, are as follows:

CITY OF VERGAS VERGAS, MINNESOTA

II. Detailed Notes on All Funds

A. Assets

1. Deposits and Investments (Continued)

Government-wide Statement of Net Position	
<i>Governmental Activities</i>	
Cash and pooled investments	\$ 61,645
Investments	429,725
<i>Business-type Activities</i>	
Cash and pooled investments	185,817
Investments	164,066
	<hr/>
Total Cash and Investments	\$ 841,253
	<hr/>
Checking accounts	\$ 133,222
Savings accounts	494,443
Certificates of deposit	213,588
	<hr/>
Total Deposits	\$ 841,253
	<hr/>

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.

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, 2023, the City's deposits were not exposed to custodial credit risk.

2. Receivables

Receivables as of December 31, 2023, for the City's governmental and business-type activities, are as follows:

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. Detailed Notes on All Funds

A. Assets

2. Receivables (Continued)

	<u>Total Receivables</u>	<u>Amounts Not Scheduled for Collection During the Subsequent Year</u>
Governmental Activities		
Taxes receivable	\$ 16,529	\$ -
Special assessments receivable	431,411	428,334
Accounts receivable	4,902	-
	<hr/>	<hr/>
Total Governmental Activities	\$ 452,842	\$ 428,334
	<hr/>	<hr/>
Business-Type Activities		
Special assessments receivable	\$ 498	\$ -
Accounts	24,559	-
	<hr/>	<hr/>
Total Business-Type Activities	\$ 25,057	\$ -
	<hr/>	<hr/>

3. Capital Assets

Capital asset activity for the governmental and business-type activities for the year ended December 31, 2023, was as follows:

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. Detailed Notes on All Funds

A. Assets

3. Capital Assets (Continued)

Governmental Activities

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated				
Land	\$ 59,238	\$ 7,399	\$ -	\$ 66,637
Construction in progress	193,082	158,264	-	351,346
Total capital assets not depreciated	\$ 252,320	\$ 165,663	\$ -	\$ 417,983
Capital assets being depreciated				
Infrastructure	\$ 2,042,599	\$ 12,650	\$ -	\$ 2,055,249
Buildings and improvements	153,707	205,279	-	358,986
Machinery and equipment	275,017	44,055	22,462	296,610
Total capital assets being depreciated	\$ 2,471,323	\$ 261,984	\$ 22,462	\$ 2,710,845
Less: accumulated depreciation for				
Infrastructure	\$ 281,006	\$ 40,854	\$ -	\$ 321,860
Buildings and improvements	66,266	9,641	-	75,907
Machinery and equipment	181,286	20,722	22,462	179,546
Total accumulated depreciation	\$ 528,558	\$ 71,217	\$ 22,462	\$ 577,313
Total capital assets, depreciated, net	\$ 1,942,765	\$ 190,767	\$ -	\$ 2,133,532
Governmental Activities Capital Assets, Net	\$ 2,195,085	\$ 356,430	\$ -	\$ 2,551,515

Business-Type Activities

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets being depreciated				
Infrastructure	\$ 1,840,255	\$ -	\$ -	\$ 1,840,255
Buildings and improvements	494,724	-	-	494,724
Machinery and equipment	96,789	14,685	-	111,474
Total capital assets being depreciated	\$ 2,431,768	\$ 14,685	\$ -	\$ 2,446,453
Less: accumulated depreciation for				
Infrastructure	\$ 888,536	\$ 39,798	\$ -	\$ 928,334
Buildings and improvements	191,190	15,387	-	206,577
Machinery and equipment	72,314	7,783	-	80,097
Total accumulated depreciation	\$ 1,152,040	\$ 62,968	\$ -	\$ 1,215,008
Business-Type Activities Capital Assets, Net	\$ 1,279,728	\$ (48,283)	\$ -	\$ 1,231,445

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. 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		36,681
Sanitation		9,273
Culture and recreation		15,743
		<hr/>
Total Depreciation Expense - Governmental Activities	\$	71,217
		<hr/>
Business-Type Activities		
Liquor	\$	22,928
Sewer		8,819
Water		31,221
		<hr/>
Total Depreciation Expense - Business-Type Activities	\$	62,968
		<hr/>

B. Interfund Receivables, Payables, and Transfers

The composition of interfund balances as of December 31, 2023, is as follows:

Due To/From Other Funds

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	
2006 Street Project Debt Service Fund	General Fund	\$ 8,879	Posting errors for taxes
Water Enterprise Fund	Sewer Enterprise Fund	\$ 99,577	To cover cash deficit
Total Due To /Due From Other Funds:		<u>\$ 108,456</u>	

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. Detailed Notes on All Funds

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

Interfund Transfers

Interfund transfers for the year ended December 31, 2023, consisted of the following operating transfer:

Transfer to General Fund from Liquor Enterprise Fund	\$ 15,000	Appropriation
Transfer to Vergas EDA Special Revenue Fund from General Fund	<u>7,000</u>	Appropriation
Total Interfund Transfers:	<u><u>\$ 22,000</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, 2023, is \$120,000.

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 on December 31, 2023, is \$769,000.

The City of Vergas General Obligation Building Lease Purchase of 2023A represents debt incurred to finance the purchase of a Government Office Building next door to the current building. This lease has an original issue amount of \$230,000, carries an interest rate of 6.2529 percent, and is due in annual installments paid from the General Fund of \$6,000 to \$23,000 through February 1, 2039. The balance due on this lease on December 31, 2023, is \$230,000.

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. Detailed Notes on All Funds

C. Liabilities

Long-Term Debt (Continued)

Business-Type Activities

The City of Vergas Water Revenue Note of 2022 represents debt incurred to replace filtration media in the water plant and inspect and repair walls. This note has an original issue amount of \$132,000. It carries a net interest rate of 3.25 percent and is due in annual installments from the Water Enterprise Fund of \$12,000 to \$14,000 through February 1, 2032. The balance due on this note on December 31, 2023, is \$120,000.

Debt Service Requirements

Debt service requirements for the governmental and the business-type activities at December 31, 2023, are as follows:

Year Ending December 31	Governmental Activities					
	General Obligation Refunding Bonds of 2015		General Obligation Street Improvement Bonds, 2019A		General Obligation Lease Purchase	
	Principal	Interest	Principal	Interest	Principal	Interest
2024	\$ 30,000	\$ 2,782	70,000	28,315	-	10,961
2025	29,000	2,001	69,000	26,553	6,000	14,068
2026	28,000	1,246	73,000	24,756	11,000	13,567
2027	33,000	437	78,000	22,765	11,000	12,918
2028	-	-	45,000	21,068	12,000	12,239
2029-2033	-	-	24,000	85,360	71,000	49,384
2034-2038	-	-	285,000	45,006	96,000	23,488
2039-2040	-	-	125,000	4,305	23,000	736
Total:	<u>\$ 120,000</u>	<u>\$ 6,466</u>	<u>\$ 769,000</u>	<u>\$ 258,128</u>	<u>\$ 230,000</u>	<u>\$ 137,360</u>

Business-Type Activities

Year Ending December 31	Water Revenue Note of 2022	
	Principal	Interest
2024	\$ 12,000	\$ 2,280
2025	13,000	2,030
2026	13,000	1,770
2027	13,000	1,510
2028	13,000	1,250
2029-2032	56,000	2,240
Total	<u>\$ 120,000</u>	<u>\$ 11,080</u>

**CITY OF VERGAS
VERGAS, MINNESOTA**

II. 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, 2023, was as follows:

Governmental Activities	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
General Obligation Refunding Bonds of 2015	\$ 145,000	\$ -	\$ 25,000	\$ 120,000	\$ 30,000
General Obligation Improvement Bonds, Series 2019A	905,000	-	40,000	865,000	40,000
General Obligation Lease Purchase	-	230,000	-	230,000	-
Compensated Absences	851	2,551	2,508	894	262
Net Pension Liability	<u>83,636</u>	<u>-</u>	<u>24,586</u>	<u>59,050</u>	<u>-</u>
Governmental Activities Long-Term Liabilities	<u>\$ 1,134,487</u>	<u>\$ 232,551</u>	<u>\$ 67,508</u>	<u>\$ 1,274,944</u>	<u>\$ 70,262</u>
Business-Type Activities	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due Within One Year</u>
Water Revenue Note of 2022	\$ 132,000	\$ -	\$ 12,000	\$ 120,000	\$ 12,000
Compensated Absences	4,215	12,059	11,457	4,817	2,880
Net Pension Liability	<u>177,726</u>	<u>-</u>	<u>52,244</u>	<u>125,482</u>	<u>-</u>
Business-Type Activities Long-Term Liabilities	<u>\$ 313,941</u>	<u>\$ 12,059</u>	<u>\$ 75,701</u>	<u>\$ 250,299</u>	<u>\$ 14,880</u>

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, 2023, are summarized below by fund:

CITY OF VERGAS VERGAS, MINNESOTA

II. Detailed Notes on All Funds (Continued)

D. Deferred Inflows of Resources

	Taxes	Special Assessments	Total
Major governmental funds			
General	\$ 11,102	\$ -	\$ 11,102
Debt service funds			
2006 Street Improvements	483	24,882	25,365
2019 Street Improvements	1,152	406,027	407,179
	<u>\$ 12,737</u>	<u>\$ 430,909</u>	<u>\$ 443,646</u>

III. 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. 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

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Defined Benefit Pension Plan

B. Benefits Provided (Continued)

least a full year as of the June 30 before the effective date of the increase will receive the full increase. 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 the increase will receive a reduced prorated increase. In 2023, legislation repealed the statute delaying increases for members retiring before full retirement age.

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 2023, and the City of Vergas was required to contribute 7.50 percent for Coordinated Plan members. The City of Vergas contributions to the General Employees Fund for the year ended December 31, 2023, were \$20,307. The City of Vergas contributions were equal to the required contributions as set by state statute.

D. Pension Costs

At December 31, 2023, the City of Vergas reported a liability of \$184,532 for its proportionate share of the General Employees Fund's net pension liability. The City of Vergas 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 \$5,100.

The net pension liability was measured as of June 30, 2023, 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 proportionate share of the net pension liability was based on the City of Vergas contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2022, through June 30, 2023, relative to the total employer contributions received from all of PERA's participating employers. The City of Vergas proportionate share was .0033 percent at the end of the measurement period and .0033 percent for the beginning of the period.

City of Vergas's proportionate share of the net pension liability	\$ 184,532
State of Minnesota's proportionate share of the net pension liability associated with the City of Vergas	<u>5,100</u>
Total	<u>\$ 189,632</u>

There were no provision changes during the measurement period.

CITY OF VERGAS VERGAS, MINNESOTA

III. Defined Benefit Pension Plan

D Pension Costs (Continued)

For the year ended December 31, 2023, the City of Vergas recognized pension expense of \$5,100 for its proportionate share of the General Employees Plan's pension expense. In addition, the City of Vergas recognized an additional \$23 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, 2023, 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:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$ 6,060	\$ 1,195
Changes in actuarial assumptions	28,134	50,579
Net collective difference between projected and actual investment earnings	-	3,446
Changes in proportion	7,268	-
Contributions paid to PERA subsequent to the measurement date	10,514	-
Total	<u>\$ 51,976</u>	<u>\$ 55,220</u>

The \$10,514 reported as deferred outflows of resources related to pensions resulting from the City of Vergas contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2024. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

December 31:	Amount:
2024	\$ 9,441
2025	\$ (23,505)
2026	\$ 4,310
2027	\$ (4,004)

Total Pension Expense

The total pension expense for the General Employees Plan recognized by the City of Vergas for the year ended December 31, 2023, was \$5,123.

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 weighing 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:

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Defined Benefit Pension Plan

E. Long-Term Expected Return on Investment (continued)

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
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, 2023, 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 7.0 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 7.0 percent was deemed to be within that range of reasonableness for financial reporting purposes.

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 27 years of service.

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 2022. The assumption changes were adopted by the Board and became effective with the July 1, 2023, actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2023:

Changes in Actuarial Assumptions

- The investment return assumption and single discount rate were changed from 6.5 percent to 7.00 percent.

Changes in Plan Provisions

- An additional one-time direct state aid contribution of \$170.1 million will be contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.

**CITY OF VERGAS
VERGAS, MINNESOTA**

III. Defined Benefit Pension Plan

F. Actuarial Methods and Assumptions

Changes in Plan Provisions (Continued)

- A one-time, non-compounding benefit increase of 2.5 percent minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

G. Discount Rate

The discount rate for the General Employees Plan used to measure the total pension liability in 2023 was 7.0 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 were 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 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:

Sensitivity Analysis			
<i>Net Pension Liability (Asset) at Different Discount Rates</i>			
	General Employees Fund		
1% Lower	6.00%	\$	326,452
Current Discount Rate	7.00%	\$	184,532
1% Higher	8.00%	\$	67,798

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.

IV. 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

CITY OF VERGAS VERGAS, MINNESOTA

IV. Public Employees Defined Contribution Plan (Defined Contribution Plan) (Continued)

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 2023 were:

Contribution Amount		Percentage of Covered Payroll		Required
Employee	Employer	Employee	Employer	Rate
\$ 352	\$ 352	5%	5%	5%

V. 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, 2023, the balance due on these bonds is \$8,230,000.

REQUIRED SUPPLEMENTARY INFORMATION

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 1

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023**

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
				Positive
				(Negative)
Revenues				
Property taxes	\$ 259,068	\$ 259,068	\$ 255,379	\$ (3,689)
Licenses and permits	35,435	35,435	37,313	1,878
Intergovernmental	69,945	69,945	112,671	42,726
Charges for services	2,000	2,000	9,047	7,047
Gifts and contributions	5,000	5,000	67,130	62,130
Investment earnings	60	60	3,044	2,984
Miscellaneous	28,100	28,100	33,237	5,137
Total Revenues	\$ 399,608	\$ 399,608	\$ 517,821	\$ 118,213
Expenditures				
Current				
General government				
Mayor/council	\$ 9,080	\$ 9,080	\$ 13,562	\$ (4,482)
City clerk/treasurer	31,212	31,212	29,802	1,410
Administration	11,140	11,140	30,138	(18,998)
Elections	2,000	2,000	-	2,000
Professional services	2,125	2,125	3,190	(1,065)
Legal	14,500	14,500	2,363	12,137
Buildings and grounds	-	-	2,481	(2,481)
Insurance	3,000	3,000	3,019	(19)
Total general government	\$ 73,057	\$ 73,057	\$ 84,555	\$ (11,498)
Public safety				
Fire	\$ 22,500	\$ 22,500	\$ 37,023	\$ (14,523)
Fire relief association	-	-	33,125	(33,125)
Total public safety	\$ 22,500	\$ 22,500	\$ 70,148	\$ (47,648)
Highways and streets				
Street department	\$ 82,627	\$ 82,627	\$ 188,817	\$ (106,190)
Snow and ice removal	6,000	6,000	518	5,482
Street lighting	8,750	8,750	7,841	909
Shop	5,164	5,164	7,739	(2,575)
Total highways and streets	\$ 102,541	\$ 102,541	\$ 204,915	\$ (102,374)
Sanitation				
Recycling center	\$ 16,146	\$ 16,146	\$ 14,329	\$ 1,817

**CITY OF VERGAS
VERGAS, MINNESOTA**

**Schedule 1
(Continued)**

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Expenditures				
Current (continued)				
Culture and recreation				
Parks	\$ 84,020	\$ 84,020	\$ 97,017	\$ (12,997)
Community center	23,900	23,900	30,822	(6,922)
Total culture and recreation	\$ 107,920	\$ 107,920	\$ 127,839	\$ (19,919)
Capital outlay				
General government	\$ 5,000	\$ 5,000	\$ 222,893	\$ (217,893)
Highways and streets	47,000	47,000	29,370	17,630
Sanitation	10,600	10,600	-	10,600
Culture and recreation	36,000	36,000	123,032	(87,032)
Total capital outlay	\$ 98,600	\$ 98,600	\$ 375,295	\$ (276,695)
Total Expenditures	\$ 420,764	\$ 420,764	\$ 910,731	\$ (489,967)
Excess of Revenues Over (Under)				
Expenditures	\$ (21,156)	\$ (21,156)	\$ (392,910)	\$ (371,754)
Other Financing Sources (Uses)				
Transfers in	\$ 30,000	\$ 30,000	\$ 15,000	\$ (15,000)
Transfers out	(8,000)	(8,000)	(7,000)	1,000
Total Other Financing Sources (Uses)	\$ 22,000	\$ 22,000	\$ 238,000	\$ 216,000
Net Change in Fund Balance	\$ 844	\$ 844	\$ (154,910)	\$ (155,754)
Fund Balance - January 1	336,403	336,403	336,403	-
Fund Balance - December 31	\$ 337,247	\$ 337,247	\$ 181,493	\$ (155,754)

**CITY OF VERGAS
VERGAS, MINNESOTA**

Schedule 2

**SCHEDULE OF CONTRIBUTIONS
PUBLIC EMPLOYEES RETIREMENT ASSOCIATION OF MINNESOTA
FOR THE YEAR ENDED DECEMBER 31, 2023**

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, 2023	\$ 20,307	\$ 20,307	\$ -	\$ 270,766	7.5%
December 31, 2022	\$ 19,613	\$ 19,613	\$ -	\$ 262,469	7.5%
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, 2023**

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, 2023	0.0033%	\$ 184,532	\$ 5,100	\$ 189,632	\$ 264,078	69.88%	83.10%
June 30, 2022	0.0033%	\$ 261,361	\$ 7,670	\$ 269,031	\$ 241,720	108.13%	76.67%
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, 2023

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, 2023:

	<u>Expenditures</u>	<u>Budget</u>	<u>Excess</u>
General Fund			
General government			
Mayor/council	\$ 13,562	\$ 9,080	\$ (4,482)
Administration	30,138	11,140	(18,998)
Professional services	3,190	2,125	(1,065)
Buildings and grounds	2,481	-	(2,481)
Insurance	3,019	3,000	(19)
Public safety			
Fire	37,023	22,500	(14,523)
Fire relief association	33,125	-	(33,125)
Highways and streets			
Street department	188,817	82,627	(106,190)
Shop	7,739	5,164	(2,575)
Culture and recreation			
Parks	97,017	84,020	(12,997)
Community center	30,822	23,900	(6,922)
Capital outlay			
General government	222,893	5,000	(217,893)
Culture and recreation	123,032	36,000	(87,032)

**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 the purpose 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:

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

General Employees Fund

2023 Changes

Changes in Actuarial Assumptions

- The investment return assumption and single discount rate were changed from 6.5 percent to 7.00 percent.

Changes in Plan Provisions

- An additional one-time direct state aid contribution of \$170.1 million will be contributed to the Plan on October 1, 2023.
- The vesting period of those hired after June 30, 2010, was changed from five years of allowable service to three years of allowable service.
- The benefit increase delay for early retirements on or after January 1, 2024, was eliminated.
- A one-time, non-compounding benefit increase of 2.5 percent minus the actual 2024 adjustment will be payable in a lump sum for calendar year 2024 by March 31, 2024.

2022 Changes

Changes in Actuarial Assumptions

- The mortality improvement scale was changed from Scale MP-2020 to Scale MP-2021.

Changes in Plan Provisions

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

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.

**CITY OF VERGAS
VERGAS, MINNESOTA**

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

General Employees Fund

2020 Changes

Changes in Actuarial Assumptions (Continued)

- 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.

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.

**CITY OF VERGAS
VERGAS, MINNESOTA**

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

General Employees Fund

2018 Changes

Changes in Plan Provisions (Continued)

- 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.
- 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.

**CITY OF VERGAS
VERGAS, MINNESOTA**

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

General Employees Fund (Continued)

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, 2023**

Shared Revenue

State

Fire state aid	\$ 27,502
Local government aid	37,814
Market value credit	963
Public safety aid	<u>15,272</u>

Total Shared Revenue	\$ 81,551
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Grants

Local

Clay County	\$ 16,200
Otter Tail County	3,039
West Central Initiative	<u>56,196</u>

Total Local	\$ 75,435
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State

Minnesota Department of Public Safety	<u>11,881</u>
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Total Grants	\$ 87,316
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Total Intergovernmental Revenue	\$ <u>168,867</u>
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MANAGEMENT AND COMPLIANCE SECTION

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



Hoffman, Philipp, & Martell, PLLC

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**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, 2023, 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 21, 2024.

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 2023-001 and 2023-002 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 21, 2024

**CITY OF VERGAS
VERGAS, MINNESOTA**

**SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2023**

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

INTERNAL CONTROL

PREVIOUSLY REPORTED ITEMS NOT RESOLVED

Finding Number: 2023-001

Prior Year Finding Number(s): 2022-001

Repeat Finding Since: 2006

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.*

**CITY OF VERGAS
VERGAS, MINNESOTA**

Finding Number: 2023-002

Prior Year Finding Number: 2022-002

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, 2023

Finding Number: 2023-001

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, 2024. *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: 2023-002

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, 2024.

SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2023

Finding Number: 2022-001

Repeat Finding Since: 2006

Finding Title: Segregation of Duties and Internal Controls

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.

Finding Number: 2022-002

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 Vergas 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
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

6. Public Safety Request

Files Attached

- 06.2024 Public Safety Funding.pdf

Public Safety Funding 2024

Income:			
	12/26/2023 Grant Funds		15,272.00
Total Income			\$15,272.00
Expenses:			
	Ringdahl Ambulance		5,163.78
Total Expenses - reported 06/30/2024			5,163.78
Total in Account			<u>\$10,108.22</u>
Requested funds:			
	CDH-Vergas Fire Dept	Helmets	9,959.00
		23 helmets at \$433 each	

City Council
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

7. Committee Reports

- A. Event Center Advisory Board
 - 1. Resignation
 - 2. Coke Cooler
 - 3. Hand Railing/paint step
- B. Park Advisory Board
 - 1. Baseball Field Recognition
- C. Streets/Sidewalks/Yard Waste
 - 1. Approve Phase I engineering feasibility report for alley/parking lots. Schedule hearing.
 - 2. Deny request for “daily permits” at recycling center.
 - 3. Authorize up to \$2,500 in 2024 for dust control as needed and approved, look at Policies and Procedures for future payment of said costs.
- D. Grants
 - 1. GreenStep City
 - 2. Energy and Climate Control Grants Project Team
- E. Planning Commission
 - 1. Lake Shore Management Ordinance
 - 2. Vergas Basic Code

Files Attached

- 6.24.24 Event Center Advisory Board.pdf
- VEC Adv Board Resignation.pdf
- 6.27.24 Parkboard.pdf
- 06.17.24 SSYW minutes pdf.pdf
- RESOLUTION 2024-006 Vergas GreenStep.pdf
- 06-24-2024 Planning Commission Meeting Agenda Minutes.pdf

V.E.C BOARD MEETING

VERGAS EVENT CENTER

City of Vergas

Vergas Event Center and Zoom ID
267-094-2170
(Password 56587)

Date: 6/24/2024

Time: 5:36pm

Approval of Agenda

Motioned by P.Pinke
unanimously carried

Minutes

Motioned by Pinke. Approved
by Flateland and Perry

June 24th **Called to order by Paul Pinke**

In Attendance: Paul Pinke, Vanessa Perry, Bev Flateland, Jezmae Burkett. **Absent:** Paul Haarstick (Resigned Today) Jay Norby, Deb Jacoby

Motion by Pinke to recommend to Council to accept Paul Haarstick's resignation. Seconded by Perry, unanimously carried.

STATUS OF RECOMMENDATIONS TO CITY COUNCIL

INCOME AND EXPENSE

Pinke motioned a recommend to Council to sell the small coke cooler from the bar area. Seconded by Flateland, unanimously carried. Burkett already has it unplugged to reduce energy consumption. Flateland updated us regarding the status of her contact in possession of the wattage reader machine. He has found it; she intends to set up a time when he can come into get a wattage usage reading. Burkett informed board members it is time to propose a budget for year 2025. Pointed out the example printed with the agenda packet. J. Lammers provided the Info from prior budgets as a guideline to help in preparing next year's proposal, including a suggested idea for upcoming budget proposal. Burkett intends to contact the Frazee-Vergas school. Ask about a spot in the yearbook advertising the Vergas Event Center for graduation parties. We donate the smart room one day a week in July for student band lessons. Ei, we support and contribute to student education and could have a spot in yearbook.

BUILDING REVIEW

Stove:

Burkett informed board members that Zitzow Electric would be in tomorrow to disconnect the stove for its prompt removal. Perry made a brilliant suggestion for Burkett to contact all future renters and inform them of stoves removal. As the stove was available for use according to all rental agreements. This will avoid surprised and unhappy renters. To replace the stove, money will have to be raised.

Front Door Outside Step:

Issue regarding accessibility and safety, Complaints of step not being seen, and a person with limited mobility may struggle or get injured. Pinke motioned a recommendation to Council to install a railing, Seconded by Perry. All members agreed upon his motion for recommendation to the city council. Burkett thinks the yellow paint could use a fresh coat in the meantime.

Sink:

Norby proposed the cost to repair the wall beneath the kitchen sink. The board all suggested we be certain that all electrical nearby is up to code. Jeff Zitzow had been asked to please check. He has given the green light to move forward with repair. Everything is up to code in the kitchen.

Expanding Wall Room Divider:

Burkett explained to the best of her understanding, what exactly how the divider is broken and the hardware that is missing. (causing separation of divider)

Perry motioned more research be done regarding the different options to fix/replace. Motion Seconded by Flateland, approved unanimously.

FUNDRAISING EVENTS

Discussed with Perry how board is waiting to hear back from Norby's contact regarding a breakdown of their profits from the comedy show. Because they had lumped everything together, also the prime rib they served had been donated. We decided it would be best to keep it simple and provide a snack instead. Popcorn and a show. Burkett brought up how Norby mentioned his experience participating in a tool bingo. How the callers went to each table or something less chaotic than calling all at once. That will be better discussed while Norby is present. Burkett brought up a possible silent auction when something is happening downtown, but nothing in the event center. Perry reminded how it is reserved as backup in case of rainy weather for bands. Professional pictures should be taken of the event center. Burkett will continue work on posters to advertise. Perry may as well if she has the time. Set up a photo shoot. Emphasize the extras we have to offer tables, chairs etc. Discussed advertising on the T.V. boards in various establishments. The stage could be a high selling point. Perry contacted a friend in advertising business. He informed her that the Fergus Falls Daily Journal does the T.Vs around our area.

Motion by Flateland to adjourn, Seconded by Perry, Unanimously carried.

Meeting ended at 6:30pm

Minutes Recorded, typed, and submitted by: Jezmae Burkett

Council Recommendations

Accept Paul Haarstick resignation

Sell small coke cooler

Install a hand railing on the front step and refresh the yellow paint.

Follow Up Actions

Work on Advertising

Get Photos to use in advertising

Contact the wedding party regarding some of the photos from their decoration set up.

Research different wall options.

Paul Haarstick
170 1st Ave S
Vergas, MN 56587
June 25, 2024

Mayor Julie Bruhn
City of Vergas
PO Box 32
Vergas, MN 56587

Dear Mayor Bruhn and Members of the City Council:

I am writing to inform you of my decision to resign from my position on the Event Center Advisory Board, effective June 25, 2024.

This decision has not been easy, as it has been a privilege to serve on the Advisory Board and contribute to the planning and development of our Event Center. However, due to increasing time requirements at my full-time job, I find it necessary to step down from my position at this time.

I am grateful for the opportunity to have worked alongside such dedicated and passionate individuals who are committed to enhancing our community. My time on the board has been rewarding, and I am proud of what we have accomplished together.

Thank you for your understanding and support.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Paul Haarstick', with a long horizontal flourish extending to the right.

Paul Haarstick

Minutes Vergas Parks & Rec Advisory Board

3:00 pm 6/27/2024 Government Services Building, Main Street Vergas

MEMBERS PRESENT: Sherri Hanson, Chuck Hanson, Steph Hogan, Tony Sailer, Mike Dufrane, Dean Haarstick, Julie Lammers

ABSENT: Maggie Puetz

OTHERS PRESENT: Shannon Charpentier & Ann Richard's from pickle ball committee and Brenda and Paul Dellanava concerning raffle

MINUTES: No changes. Motion made to approve by Hogan, seconded by Sailor, and approved.

PCKLE BALL COMMITTEE: We received their minutes.

Problems with fencing: Solution was bigger ties. Fixed.

Hairline cracks: They have a plan.

Plan for turf problem around courts: WCI got more money and getting estimates.

Rules for new players posted and rating system guidelines online.

Courts new paddle holders.

Schedule: 8-12 open, Tues ladies' night, Wed. Round Robin's after open.

Security Cameras are the cheapest. They see out 6-8 ft. Are there to protect the building and you need to plug in a monitor to view. The problem is there is no internet at that location. Camera alone to upgrade would be \$400. The solution would be to have the city split the cost and tie camera into city system.

RAFFLE IDEAS: Paul and Brenda Dellanava are doing the two raffles in Vergas. The raffles are for guns and would raise \$50,000 in total, The tickets have been printed and are ready for sale. Lammers will have them available in her office Monday July 1st. We need to help dispersing. One of the raffles is for Pickle ball update and other is for Loon Park Bath, stage, and kitchen project. The drawing will be on September 2, 2024. Raffle is done through T.I.P. and there is \$15,000 worth of guns. Shannon will work to get someone to sell pickle ball raffle tickets.

BASEBALL COMMITTEE: The new clay has been put in and the Vergas Loons team will take care of getting nets up. Water pipes burst in the 3rd base area. Discovered whole line burst. The water was shut off, but someone turned back on and flooding. Needs to dry out and will be repaired after Looney Days.

We need recommendation to Use field for Hairy man September 28th.

The council returned the naming of the fields to the Park Advisory Board. The understanding is that field is named and the field name is Henry Hanson field, and the little league field is Fred Meyer. The board liked idea of leaving names but putting in a plaque to recognize Jerry Johnson and his work on maintaining fields. Sherri will research names and the baseball committee will get plaque estimates.

WATER SKI TEAM: No Report but they are there.

WIDSETH OUTDOOR GRANT AND PARK MASTER PLAN:

Raising funds for a new bathhouse has begun. Venmo donations have raised \$110.00 and there is about \$100 in donations in the box at the liquor store.

CITY WORKER UPDATE: Lions paid for beach work being done. Bath house needs to dim lights at night because bugs are a problem. Harry man has been moved closer to the park's restrooms. Jerry said Frazee would give lime for ball field. Someone broke the remote for the scoreboard. The antenna on the control box is lost.

SWIM LESSONS: They did not receive grants to pay for swim Lessons this year, so families need to pay. Lion's paid for Vergas Beach permit.

BUDGET: Time to think about 2025 budget.

Next Meeting: July 25th at 3 pm.

ADJOURNMENT: Hogan made motion to adjourn, Sailor seconded it, motion passed.

Minutes submitted by Steph Hogan

FOLLOW UP: Take to City Council a request to use the ball field for Hairyman, SEPT. 28.

Street/Sidewalks/Yard Waste Committee Meeting Minutes
Government Services Center
June 17, 2024

1.) A meeting of the Vergas Streets/Sidewalks/Yard Waste (SSYW) Committee was held on Monday, June 17, 2024 at 10:00 AM at the Vergas Government Services Center. Present was Bruce Albright and Paul Pinke, Vergas City Council; Julie Lammers, City Clerk; and Mike DuFrane, Utility Superintendent. Attending via Zoom was Blaine Green, Widseth. Albright called the meeting to order at 10:05 AM. .

2.) Agenda Additions/Deletions. Albright wanted to add complaints about Glenn Street (ST) erosion and brush removal along Townline Road (RD). **Approved.**

3.) Minutes for the 04/29/24 SSYW Committee meeting was presented. **Motion** by Pinke to approve, **seconded** by Albright, **approved.**

4.) Streets. A. - West (W) Lake ST. The 2024 Legislators did not add funding to the Local Road Improvement Program (LRIP). Future applications for this funding should include letters of support. The SSYW Committee still needs to meet with Candor Township on this proposed road project. Albright will contact them.

Considerable discussion took place regarding the use of dust guard/calcium chloride on City streets. A request has been made for W Lake ST due to the increased traffic associated with the new Lawrence Lake Acres subdivision, DuFrane did contact Fergus Power Pump, and they would be happy to do approved City streets when they do work for Candor Township. The cost is \$0.99/foot. Under DuFrane's tenure, he has never used dust control, and feels it rusts out vehicles using the road. Also, if we approve it's use in a particular areas, others may want the same. Dust control is not specifically mentioned in the City's "Special Assessment and Trunk Area Policies and Procedures for Public Improvements and Maintenance Costs". One option would be to amend this policy, making landowners who benefit from the dust control to pay for the costs. Lammers should check with area Townships to see how they fund this work? DuFrane did note that the additional traffic on Glenn ST is damaging the road. Part of the problem is the "speeding" that is occurring. Albright questioned if we need to install a 30 miles per hour (MPH) sign? He felt signs do work, and can help address a problem.

Other possible requests for the use of calcium chloride this summer include Glenn ST by Loren Menz's, and Townline RD. The City shares maintenance costs with Hobart Township on Townline RD. They do the summer maintenance, and we do the winter plowing. Costs to the City for the entire mile of road are 78.23%. For 2024, we have budgeted \$10,000 for seal coating, with no seal coated scheduled this year. The goal was to build up this fund, so when major projects are needed, there are funds available for said work. Albright thought that if we are receiving complaints, then it is our job to address those issues. Albright made a **motion** to recommend to Council that for 2024, we use up to \$2,500 from the 2024 seal coating fund for dust control on approved roads. Also, that we look at modifying our road procedures and policies to address who's responsible for the cost of this work. **Seconded** by Pinke, **approved.**

4B.) East (E) Lake ST. The City is still waiting for the draft easement documents from the Attorney. Right-of-Way (R/W) is also needed from North (N) Railway Avenue (AVE) for this project. Green said that Widseth has revised the "draft" legal documents, but they have now been returned to the attorney for some minor modifications.

Albright said on the 06/11/24 Council meeting agenda, there was a line item titled “Right-of-Way (R/W) - located by 110 W. Elm ST”. He questioned what that was about? Lammers said this pertains to the “alley” located on the west side of County State Aid Highway (CSAH) No. 17. An alley is only 20’ wide. The homeowner at this locatiion had some questions about road maintenance.

4D.) W Sunset Strip. Basically we’re waiting for okays from Garrett Dahlgren and Heath Courynea to continue with the R/W acquisition for this roadway. Albright can talk with both of them. Since this is currently not a city street, one option would be to not maintain the road. Albright said the roadway is a mail route, and someday we may have to consider road maintenance if the Wallace’s become year round residents. Right now, they are gone for the winter months.

4E.). Glenn ST. There is some erosion occurring along the reworked portion of roadway along Loren Menz’s property. A complaint was filed with Albright. With the recent rains, Albright will look at the area after today’s meeting, and take photographs, if necessary. The information will be shared with Green. Albright thought that perhaps the Menz garage driveway needed a culvert?

4F.) Dianne and Scharf AVE Slope Repairs. DuFrane has Lloyd Feldt lined up to do the work, hopefully before July 4th, but the recent rains have delayed progress. Lammers reported that all necessary easements have been signed.

5.) Alley Paving. Widseth filed their updated report dates June 7, 2024. The Preliminary Engineers’ Estimate includes item descriptions, unit quantities and estimated unit prices, and estimated project costs for the City, Hanson’s Plumbing and Heating, and Paul Bruhn. Total estimated costs are \$181,557.50. According to the City’s Road Policies and Procedures, a project of this nature would be 50% assessed to benefited landowners (Section 10, A.5.). Assessments can be based on a “per lot basis”, a linear “adjusted front footage”, or a “area” method of assessment. The City owns 3 of the 8 benefited parcels. Green went over the proposed plan in detail. The project includes lowering the storm sewer by the post office. Work of this nature would be assessed over 20 years. Green felt that the Bruhn and Hanson portions of the project would be paid for by them. Also, the project could be done without their involvement.

The next step in the project’s development, would be for the Council to approve or reject the feasibility report prepared by Widseth, and to order a public hearing on the improvements (if approved). The SSYW Committee would recommend said action. **Motion** by Pinke, **seconded** by Albright, **approved** for said action. Lammers thought that the bonding costs for a project of this nature would be about \$10,000.

Albright questioned the status of the new fencing on the west side of the county garage parking lot? Lammers said the same Company that installed the split rail fencing last year along the trail is doing the work, hopefully before July 4th.

6.) Yard Waste. Councilperson Fischer has requested that the SSWY Committee look at a “daily” permit for using the grass and branch disposal site. A yearly permit currently costs \$65. She’s had requests from landowners that they may only have one load a year, and the annual fee was too costly, given that they can dispose of their brush for free in Frazee. Issuance of a daily permit would also create more work for City staff. DuFrane feels we were currently getting too much product the way it is, and making disposal easier, would have no benefits for the City. Sooner or later, we’ll have to cleanup the site, including the debris ash from burning the brush piles. At that point, the Minnesota Pollution Control Agency (MPCA) may shut us

down, or limit disposal to City residents only. Recently, someone brought some large stumps with the dirt root balls still attached. These are the things that smolder for weeks when the pile is burnt. DuFrane said the camera at that site does not work that well. Lammers said it is because there is no internet services on site. DuFrane said it is very difficult to use the camera system to determine who the violators area. Albright questioned if the use of a “deer” type camera might work? Creating more work for City staff would not benefit the City regarding issuance of a daily permit. **Motion** by Pinke to deny said request, **seconded** by Albright, **approved**.

DuFrane has gotten a commitment of \$1,000 for upgrading the recycling property, including more gravel from Otter Tail County. The commitment was made by Brooks Anderson, Otter Tail County Recycling Manager. Recently, DuFrane had Don Schroeder did \$900 of work at the recycling site, moving the grass and black dirt piles, and developing a new entry point for the grass clippings. DuFrane questioned if the County might pay for that work. The Committee felt it didn’t hurt to ask. DuFrane also said that Mark Sand and Gravel offered the City “contaminated” rock at their pit that can’t used for making asphalt. DuFrane has not found anyone at the site which know what pile of material they are talking about. He can use that material to fill some of the holes at the recycling site. DuFrane said that he has burned the branch debris once in 2024. The City continues to take complaints about the looks of the site for people entering town from the north, complaints whenever we burn the brush, due to smoke, etc., and health concerns from neighbors. DuFrane thought some options to address the issues might include having the site open on certain days with certain times, having someone man the site during the hours its open, or raising the permit rates.

7.) Ordinance Updates. Albright has finished Chapter 70, Traffic Regulations, with only one minor change. He still needs to review Chapter 72, Snowmobiles and Chapter 73, Recreational and Other Vehicles.

8.) Budget - Goal Setting. Albright thought we should get a few of the projects done that have been on our agenda for quite some time. Work has started on the 2025 budgets, so we need to get our numbers together.

9.) Railroad Crossing. On April 3, 2024, there was a meeting with the Mayor, Lammers, Albright, and Krysten Foster, County Engineer, Otter Tail County. Numerous complaints have been filed over the years about delays caused by the Railroad on the Main ST crossing. Some of these delays, lasting hours. Foster said she would try and arrange a meeting with Railroad officials. She will keep the City posted. To date, no meeting has been arranged, but the Railroad has been more willing to split the train for some of the longer delays.

10.) Albright has received a request for a pedestrian walkway on South (S) 1ST Avenue (AVE) south of W Main ST, between Altona Square and Franklin Fence. The Committee directed Lammers to contact Krysten Foster, Otter Tail County Engineer in this regard. There was also discussion about adding a walkway between the Hardware Store and Billy’s across W Main ST.

11.) Townline RD. Albright received a complaint about the 2023 brush removal along this roadway from Keith Bunkowske. He felt material was pushed up onto his fence, and the area in general where the brush removal took place was left a mess. DuFrane said he was aware of one area that Bunkowske was referencing. DuFrane felt the City should have Bunkowske move his shed and fencing from the new 33’ R/W.

12.) Next Meeting. A date for the next SSYW Committee meeting was not scheduled at this time. Committee members should check their schedules and get back to Lammers for a meeting after July 9th.

13.) Adjournment. Albright adjourned the meeting at 12:05 PM.

Respectfully prepared and submitted by;

Bruce E. Albright, City Council Member

Council Recommendations:

- approve Phase I engineering feasibility report for alley/parking lots. Schedule hearing.
- deny request for “daily permits” at recycling center.
- authorize up to \$2,500 in 2024 for dust control as needed and approved, look at Policies and Procedures for future payment of said costs.

Follow up Actions:

- investigate pedestrian walkways with County Engineer.
- Continue to work on budgets, and future road funding needs.
- Continue to work on City parking, Work on handicap parking spots.
- Continue to work on snow removal, sidewalk, and parking ordinances/policies to address concerns.
- Continue to work with the Community Club on possible lighting changes for Main ST.
- Research options for W Lake ST funding. R/W acquisition. Meet w/Candor Twp.
- Status of E Lake ST and N Railway AVE R/W acquisitions. Finish process.
- Meet with Garrett Dahlgren/Heath Courynea regarding W Sunset Strip R/W.
- Finish slope work on Scharf AVE and Dianne AVE.

Future Meeting Agenda Items:

- Budgets
- pedestrian walkways
- parking lot stripping

**RESOLUTION 2024-006
CITY OF VERGAS, MINNESOTA
COUNTY OF OTTER TAIL
STATE OF MINNESOTA**

**A RESOLUTION AUTHORIZING THE CITY OF VERGAS
TO PARTICIPATE IN THE MINNESOTA GREENSTEP CITIES PROGRAM**

WHEREAS, Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve sustainability and quality-of-life goals. GreenStep is a free, continuous improvement program, managed by a State agency non-profit partnership and based upon 29 best practices. Each best practice can be implemented by completing one or more actions at the 1,2 or 3 star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation; and

WHEREAS, steps taken toward sustainable solutions aim to improve community quality of life, building community capital and increasing government efficiency, accountability, and transparency; and

WHEREAS, local governments have the unique opportunity to achieve both energy use and greenhouse gas reductions and cost savings through building and facilities management; land use and transportation planning; environmental management; and through economic and community development;

NOW, THEREFORE, be it resolved that the City Council of the City of Vergas, Minnesota does hereby authorize the City of Vergas (the City) to participate in the Minnesota GreenStep Cities program that offers a free, voluntary continuous improvement framework. Passage of this participation resolution allows the City to be recognized as a Step One GreenStep City by the League of Minnesota Cities. Be it further resolved that the City:

1. Appoints Julie Bruhn to serve as the City's GreenStep coordinator for best practice documentation/implementation; and
2. Will facilitate the involvement of community members and other units of government as appropriate in the planning, promoting and/or implementing of GreenStep Cities best practices; and
3. Grants to the GreenStep program staff review access to the City's B3 Benchmarking Database so as to facilitate analysis and cost-saving technical assistance to the City regarding its buildings' energy use; and to share information with the City; and
4. Will provide feedback once a year on how well the GreenStep program is serving the city and on city needs from the program; and
5. Will claim credit for having implemented and will work at its own pace toward implementing any GreenStep best practices that will result in energy use reduction, economic savings, quality of life improvement, reduction in the City's greenhouse gas footprint, and recognition by the League of Minnesota Cities as a Step Two GreenStep City. An on-going summary of the City's implementation of best practices will be posted by the City on the Minnesota GreenStep Cities web site.

Passed and Adopted by the Council on this 9th day of July 2024

CITY OF VERGAS

By: Julie Bruhn
Its Mayor

ATTEST: _____

By: Julie Lammers
Its City Clerk-Treasurer

CITY OF VERGAS PLANNING COMMISSION MINUTES

Monday, June 24, 2024

6:00 pm

Vergas Government Services Building and Zoom

A City of Vergas Planning Commission meeting was held on Monday, June 24, 2024, in a hybrid meeting at the Government Services Center and on zoom with the following members present: Bruce Albright, Shane Hasse, Rebecca Hasse and Alex Ohman. Absent: Jim Courneya. Also present: Clerk-Treasurer Julie Lammers and Utilities Superintendent Mike DuFrane; and citizens Brandon Brusven, Cindy Hurt and Jessica Lorz, .

Call to Order

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

Agenda Additions and Deletions

Approved agenda with following addition: 2 construction permits.

Minutes

Motion by Ohman, seconded by R. Hasse to approve minutes for May 20 and June 11 2024. Motion passed unanimously.

Status of Council Recommendations

Albright informed the Planning Commission that the council approved the interim use permit for mark sand and gravel and the gravel pit report provided by Widseth Engineering. The council asked the Planning Commission to review the construction permit fee for commercial businesses. They did not feel that \$1000 was justifiable as a penalty for commercial businesses. Questioned why commercial businesses should have a higher fee than residential. Neighboring Cities only charge a double permit fee for not getting a permit. Commissioners asked Albright to find out how seriously to proceed with permits. Does Council want them to take permits seriously? R. Hasse stated she feels educated about what needs to have permits. Albright informed commissioners that Otter Tail County has a \$2,500 fee if permits are not applied for before work begins. Albright stated the Mayor or himself may need to write an article for the newsletter on when you need a permit.

New Business

Commissioners discussed camping ordinance regarding a camper on the property on Pelican Ave. by Loon Lake parcel 820005000027009. City of Vergas recreational camping requires an annual license to be purchased. Commissioners requested the property owner to apply for a camping permit and for it to be issued for the camper located on property by Loon Lake. Motion by Ohman, seconded by R. Hasse to approve camping permit in accordance with the 2016 ordinance. Motion passed unanimously. Commissioners asked Lammers to add a camping permit fee to the 2025 Vergas fee schedule. Commissioners had no recommendations for the League of Minnesota Cities cannabis actions for the City of Vergas. Commissioners stated according to our current ordinance's cannabis can be sold in any commercial district building. Commissioners feel it is the council's responsibility to decide how many licenses should be issued.

Old Business:

Ordinances

Commissioners decided to review ordinances after tonight's meetings.

Lake Shore Management Ordinance

Albright and Lammers have met with Otter Tail County regarding the Lakeshore management ordinance. Lammers is working on a document updating our Lakeshore management ordinance and will have it for the Planning Commission at the August meeting. Motion by Ohman seconded by R. Hasse to hold a public hearing on August 26th at 6:00 PM at the Vergas Event Center regarding adopting the dated Lakeshore management ordinance. Motion passed unanimously. Requested Lammers to invite Otter Tail County Land and Resource Management team to the meeting.

Nuisance Properties within Vergas

Commissioners asked Lammers to provide chicken ordinances from other cities at the next meeting. We have one nuisance property with three vehicles which do not have current plates. City employees were unable to check plates before the meeting but will get the information for next month's meeting.

Vergas Zoning Map

This is a work in progress. Commissioners asked Lammers to invite the EDA to the August meeting to discuss the Vergas zoning map.

2024 Planning Commission Budget

Discussed 2025 budget and commissioners asked Lammers to budget for 14 meetings in 2025.

Construction Permits

Dufrane questioned Keith Bunkowske permit regarding MCA. During the last storm the mud basin was going into the water. Commissioners asked Lammers to contact MCFOA to check on status and what could be done to stop drainage into Long Lake. DuFrane is concerned about the city lift station.

Permits needing approval.

Motion by Ohman, seconded by S. Hasse to approve steps, addition to garage and railing at 306 E Frazee Avenue, once impervious surface is confirmed. Motion passed unanimously.

Motion by R. Hasse seconded by Ohman to approve a permit for 280 1st Ave. South to install garden fence, addition to existing deck, shingling garage and installing gutters on house. Motion passed unanimously

Motion by R. Hasse seconded by Ohman to approve permit at 207 W Main St., after confirming setbacks and impervious surface. Motion passed unanimously

Grade and Fill Permits

Motion by Ohman, seconded by S. Hasse to approve the grade and fill permit for Lawrence Lake second edition, lot three, block one. Motion passed unanimously.

Active Construction Permits

Albright and Courneya will meet to update closed permits for both grade and fill and construction permits.

Adjournment

Motion by Ohman, seconded by S. Hasse to adjourn at 7:35 pm. Motion passed unanimously. The committee went on to discuss ordinance changes.

Secretary,

Julie Lammers, CMC
Vergas City Clerk-Treasurer

Follow Up Actions:

Public Hearing Notices, Newsletter, Frazee-Vergas Forum and send letters.

Albright and Courneya update grade and fill and construction permit spreadsheets regarding closed permits.

Council recommendations:

Request Council state how seriously they want the planning commission to take construction permits.

Lake Shore Management Ordinance.

Vergas Basic Code updates.

City Council
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

8. Staff Reports

- A. Mayor Bruhn and Council Member Albright recap of League of MN Cities Conference
- B. Utilities Superintendent
- C. Liquor Store Manager
- D. Clerk-Treasurer

Files Attached

- LMC 2024 Annual Conference.pdf
- 06.30.24 Liquor Store Spreadsheet Evaluation.pdf
- 06.30.24 Liquor Store Spreadsheet Sales.pdf
- Liquor Store Manager Report.pdf
- 07 Clerk-Treasurer Report.pdf
- Peddlers & Solicitors Registration Form.pdf

LMC Annual Conference
June 26-28, 2024

The conference kicked off with key note speaker, Amanda Brinkman, creator and producer of Small Business Revolution. Summarized were 5 themes of thriving communities, which I felt to a large extent reflected Vergas. The 5 themes were:

1. They Come Together. Have invested interest, have the ability to rally, and have shared leadership.
2. Use Arts and Culture. These bring the community together
3. Understand and Market a Unique Brand. The importance of digital marketing was highlighted as social media and websites are major forms of communications and is what brings others to a community. Had city website looked at and needs improvement. VCC (Vergas Community Club) has had an active role in marketing a community brand.
4. Diversity and inclusion. Is a priority and is intentional; the community is welcoming; and focus on experience as an outsider.
5. Support and provide resources to small businesses. Shop local platform and media marketing to highlight small businesses. The VCC has done well with this on face book and with City events.

Legislative updates were provided by the Minnesota Association of Small Cities and the LMC Intergovernmental Relations Team. This was a policy legislative session versus budget. Of note for Vergas; were cities with a population less than 5,000 will receive one-time supplemental revenue. This is intended to provide short term relief from funding not received from the Transportation Assistance funding, which was not fully implemented from the 2023 legislative bill. Vergas will be receiving \$10,139 one-time additional funding in July. Refer to handout 2024 LMC Legislative Session Overview. There was considerable discussion regarding no bonding bill passed and the work to protect local zoning authority, with no bill passed. *Law Summaries available on LMC website and slides from Association of Small Cities is on their website.

Further clarity was provided regarding Cannabis regulation, with several statutory changes in the 2024 legislative session. Enacted changes allow social equity applicants to grow cannabis for the new market by end of year. This will ensure cannabis supply once retail sales start in 2025. Pre-approval of licenses opens July 24, 2024. Additionally, can apply for cannabis license without having secured a physical location to reduce financial burden with application process. Local governments are permitted to apply to establish and operate a municipal cannabis store, which will not be included in the total count of retail licenses issues. Local governments cannot prohibit cannabis possession, transportation, use, or establishment of business. Can adopt reasonable restrictions on hours of operation, place and manner of cannabis business operations. There were numerous questions at this session. OCM has developed an excellent guide for local government; available on their website mn.gov/ocm.

There were a number of leadership type sessions focused on communication, conflict resolution, change & adaptability, building relationships and trust, momentum and greater goals. A couple quotes I especially liked;
It's not my job to be right, it's my job to find the best answer for my community.
Volunteers don't necessarily have the time- but have the heart.

There was a session regarding City Clerk-Treasurers. It was focused on small communities and a panel discussed the evolving responsibilities, strategies for beginning and succeeding in position; and how councils can bolster success. The importance of support, succession planning, and defined work practices was reviewed. Recommended was having a document listing the responsibilities and time line when reports due, having back up plan, and allowing for a minimum of a 3-month orientation time with experienced clerk.

Available Resource: Slides from the LMC annual conference available on LMC website

I again thank the Council and Residents of Vergas who support continuing education in the city budget. In addition to the educational sessions, there were several networking opportunities with information gleamed and new working relationships formed. I additionally attended meetings of the Minnesota Mayors, Small Cities Association, and Minnesota Cities Climate Coalition, and exhibit hall vendors which were all informative.

Respectfully submitted;
Julie Bruhn

2023

Q1	Cost	Retail Value
Liquor	\$148,303.00	\$217,312.00
Beer	\$31,611.00	\$42,604.00
Wine	\$35,487.00	\$56,190.00
Everything	\$222,100.00	\$324,199.00

Q2	Cost	Retail Value
Liquor	\$131,475.00	\$195,240.00
Beer	\$46,820.00	\$63,103.00
Wine	\$35,257.00	\$51,372.00
Everything	\$219,813.00	\$318,728.00

Q3	Cost	Retail Value
Liquor	\$111,647.00	\$164,735.00
Beer	\$32,840.00	\$43,309.00
Wine	\$33,058.00	\$50,905.00
Everything	\$181,440.00	\$265,023.00

Q4	Cost	Retail Value
Liquor	\$116,155.70	\$171,114.70
Beer	\$31,292.72	\$40,799.37
Wine	\$32,728.89	\$51,344.38
Everything	\$183,787.18	\$268,539.92

2024

Q1	Cost	Retail Value
Liquor	\$133,844.00	\$195,213.00
Beer	\$30,327.00	\$39,864.00
Wine	\$34,285.00	\$54,420.00
Everything	\$206,108.00	\$302,857.00

Q2	Cost	Retail Value
Liquor	\$135,626.00	\$197,143.00
Beer	\$48,089.00	\$64,413.00
Wine	\$35,494.00	\$55,893.00
Everything	\$227,608.00	\$330,529.00

Product Cost

	Q1	Q2	Q3	Q4
2018	\$154,391	\$168,148	\$181,370	\$171,230
2019	\$175,352	\$203,013	\$207,617	\$212,844
2020	\$236,937	\$249,378	\$239,382	\$235,576
2021	\$245,710	\$253,106	\$230,930	\$221,536
2022	\$219,817	\$220,182	\$214,990	\$203,765
2023	\$222,100	\$219,813	\$181,440	\$183,787
2024	\$206,108	\$227,608		

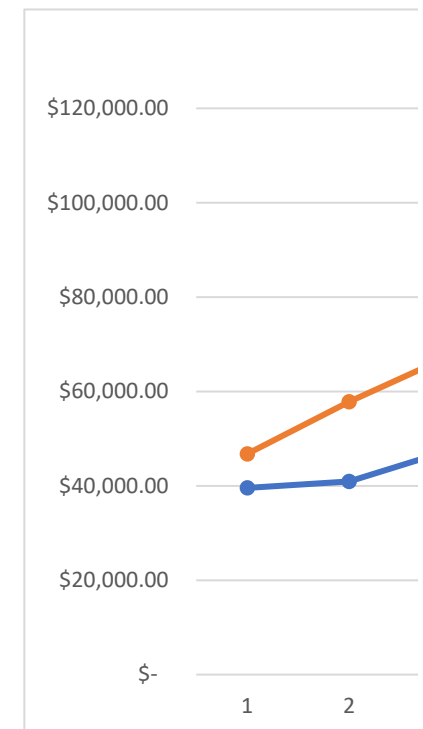
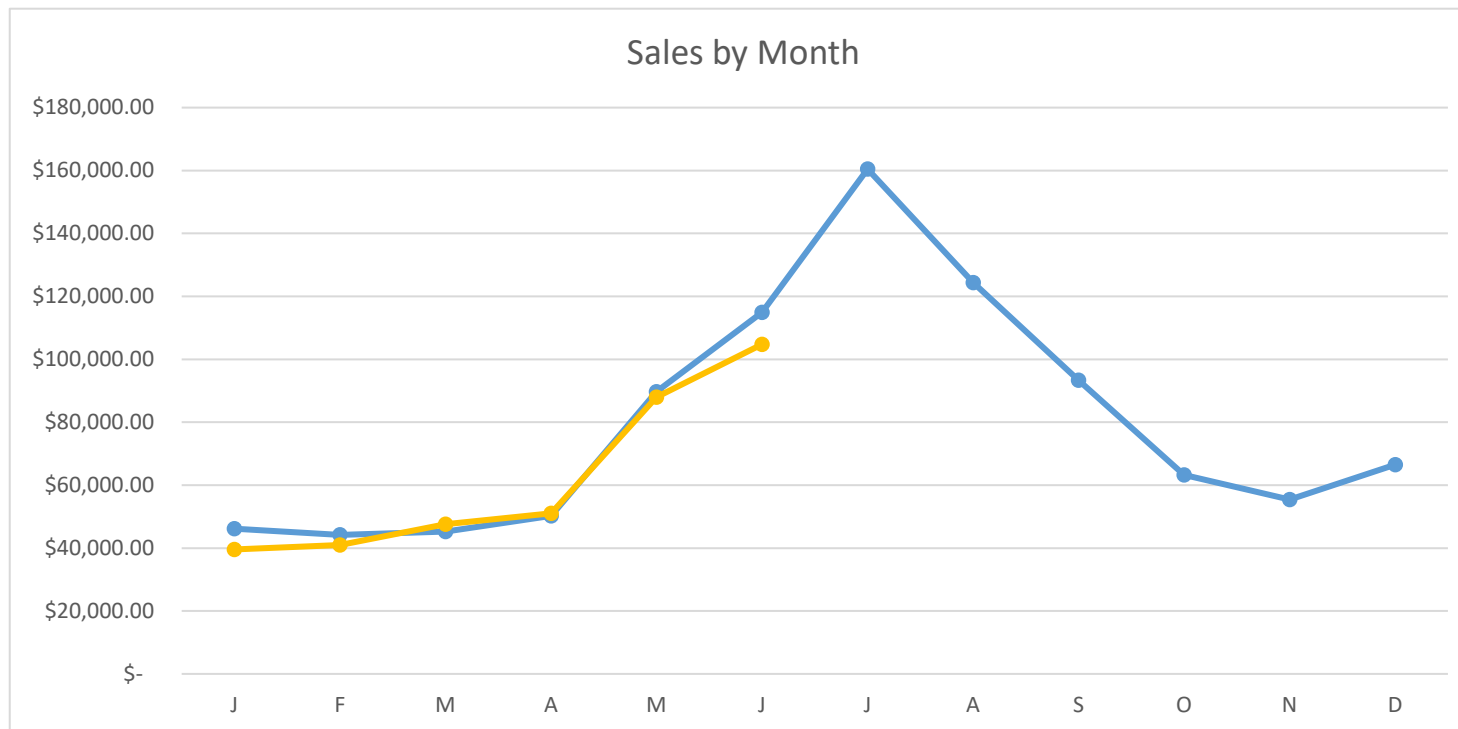
Product Retail

	Q1	Q2	Q3	Q4
2018	\$227,657	\$252,276	\$267,408	\$253,600
2019	\$255,930	\$294,667	\$300,920	\$314,531
2020	\$548,755	\$362,236	\$351,689	\$351,376
2021	\$367,773	\$373,261	\$336,659	\$327,818
2022	\$322,928	\$321,025	\$310,109	\$302,596
2023	\$324,199	\$318,728	\$265,023	\$268,540
2024	\$302,857	\$330,529		

	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>Difference</u>
<u>Q1</u>	\$ 117,778.00	\$ 135,547.00	\$128,109	94.5%
<u>Q2</u>	\$ 222,232.00	\$ 254,728.00	\$243,790.00	95.7%
<u>Q3</u>	\$ 335,375.00	\$ 378,169.00		0.0%
<u>Q4</u>	\$ 181,443.00	\$ 185,125.00		0.0%
<u>Total</u>	\$ 856,828.00	\$ 953,526.34		0.0%

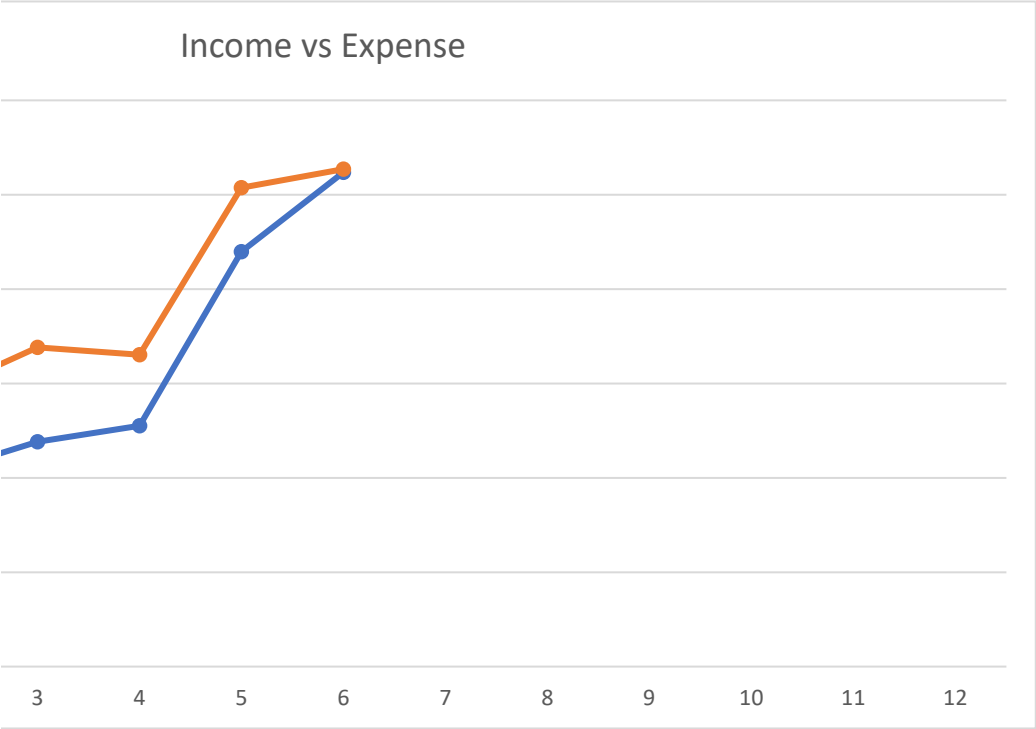
Sales	<u>J</u>	<u>F</u>	<u>M</u>	<u>A</u>
2022	\$ 39,171.00	\$ 36,567.00	\$ 42,040.00	\$ 43,222.00
2023	\$ 46,164.00	\$ 44,182.00	\$ 45,201.00	\$ 50,198.00
2024	\$ 39,563.00	\$ 40,934.00	\$ 47,612.00	\$ 51,014.00

Expense	<u>J</u>	<u>F</u>	<u>M</u>	<u>A</u>
2023	\$48,898	\$51,272	\$64,292	\$40,394
2024	\$46,777	\$57,835	\$67,651	\$66,063



<u>M</u>	<u>J</u>	<u>J</u>	<u>A</u>	<u>S</u>	<u>O</u>	<u>N</u>	<u>D</u>
\$ 75,756.00	\$ 103,254.00	\$ 140,385.00	\$ 110,926.00	\$ 84,064.00	\$ 67,464.00	\$ 51,655.00	\$ 62,324.00
\$ 89,656.00	\$ 114,874.00	\$ 160,449.00	\$ 124,341.00	\$ 93,379.00	\$ 63,204.00	\$ 55,414.00	\$ 66,507.00
\$ 87,960.00	\$ 104,758.00						

<u>M</u>	<u>J</u>	<u>J</u>	<u>A</u>	<u>S</u>	<u>O</u>	<u>N</u>	<u>D</u>	<u>Total</u>
\$69,113	\$121,228	\$96,857	\$109,670	\$96,446	\$71,263	\$54,556	\$66,185	\$892,197.00
\$101,509	\$105,423							



Liquor Store Manager Report

Financials:

The following has been transferred to the general fund:

2020	2021	2022	2023	2024
\$30,000	\$30,000	\$25,000	\$15,000	\$0

Employees:

Currently at 2 full-time employees and 3 part-time employees.

- Kyle – Nov 2021
- Tammy – Aug 2015
- Jezmae – June 2020
- Paul – Oct 2020
- Connie – March 2024

Misc:

- **THC sales average 5%.**
 - **Additional \$11,000 income from THC since Feb.**
- **Nationwide trends show beer/seltzers sales declining and hard spirits sales on the rise. Our 2024-Q2 v 2023-Q2:**
 - **Beer – down 2%**
 - **Liquor – up 5%**
 - **Wine – up 1%**
 - **Non-alcohol – up 2%**
 - **Storewide – up 3%**
- **On the day of Shops & Hops the public bathrooms flooded. Raw sewage backed up into the hallway. Esser's opened them the following week. They have flooded again since then.**
- **On Monday, July 2nd Sonneberg Excavating replaced the sewer line from the municipal building to the main sewer line in the alley. They found at least 6 breaks in the old sewer line.**
- **No bids have been received yet for the front of store remodel.**

Clerk-Treasurer Council Report
June 2024

Attorney

Requested property descriptions for Railway Ave and E Lake Street.

Camera's

Camera has been installed at the ballfield and can view the bathhouse and storage room. Pickleball has requested a camera to cover their courts.

Construction Permits

Lakeshore Management Ordinance Public Hearing is scheduled for Aug.26th.

Education and Trainings:

Attended

None.

Attending

Election Training either July 11 (Fergus Falls) or July 17 (Otter Tail)

Safety Training, Aug 29 9-11 am Fergus Falls

Clerk's Advanced Academy, Sept. 19-20

Safety Training, October 3, 9-11 am Fergus Falls

Clerks Meeting Friday, October 4, 2024 8 am – 4pm zoom

Elections

Primary, Aug. 13 Council Meeting rescheduled to Aug. 14.

General Nov. 5

Government Services Building

A new front door was installed but they drilled a hole in the incorrect place, so a new door is scheduled to be installed by the end of the month. The utilities department will be painting front area when they have time.

Forms:

Reviewing form capabilities with both Corporate Technologies and Metro Sales.

Peddlers and Solicitors

Vendors are selling items in Vergas without a registration form returned to the City of Vergas. I have contacted area businesses but will continue to educate commercial property owners on the ordinance. I have updated for Council approval.

Vergas Community Fund/Park Fundraiser

Fundraising has begun for the park bathhouse. Phase 1 on the Long Lake Park Masterplan. The goal is to raise funds from June 8 to September 28. A goal of \$200,000. Raffle tickets are available for sale to raise up to \$25,000 for the bathhouse. The Park Board will be requesting City apply for the 2025 DNR Recreation Grant.

City of Vergas
Peddlers and Solicitors
REGISTRATION FORM

Date_____

Applicant Name_____ Telephone Number_____

Address_____

City_____ St_____ Zip_____

Driver's License Number_____

Must provide copy of Driver's License or State ID card.

Date you will be in Vergas Peddling or Soliciting

From_____ to_____

Address of property you will be peddling or soliciting at:

Property owner's signature:

Approved:_____

City Clerks Signature

Date

If food is being sold copy of MN Health permit must be provided with the application.

' 113.06 LICENSE TRANSFERABILITY.

No license issued under this chapter shall be transferred to any person other than the person to whom the license was issued.

' 113.07 REGISTRATION.

All solicitors, and any person exempt from the licensing requirements of this chapter under ' 113.03, shall be required to register with the city. Persons engaging in door-to-door advocacy shall not be required to register. The term DOOR-TO-DOOR ADVOCACY includes door-to-door canvassing and pamphleteering as vehicles for the dissemination of religious, political and other ideas. Registration shall be made on the same form required for a license application, but no fee shall be required. Immediately upon completion of the registration form, the City Clerk shall issue to the registrant a Certificate of Registration as proof of the registration. Certificates of Registration shall be non-transferable.

' 113.08 PROHIBITED ACTIVITIES.

No peddler, solicitor or transient merchant shall conduct business in any of the following manners:

- (A) Calling attention to his or her business or items to be sold by means of blowing any horn or whistle, ringing any bell, crying out, or by any other noise, so as to be unreasonably audible within an enclosed structure.
- (B) Obstructing the free flow of either vehicular or pedestrian traffic on any street, alley, sidewalk or other public right-of-way.
- (C) Conducting business in a way as to create a threat to the health, safety and welfare of any individual or the general public.
- (D) Conducting business before 7:00 a.m. or after 9:00 p.m.
- (E) Failing to provide proof of license or registration, and identification, when requested; or using the license or registration of another person.
- (F) Making any false or misleading statements about the product or service being sold, including untrue statements of endorsement. No peddler, solicitor or transient merchant shall claim to have the endorsement of the city solely based on the city having issued a license or certificate of registration to that person.
- (G) Remaining on the property of another when requested to leave, or to otherwise conduct business in a manner a reasonable person would find obscene, threatening, intimidating or abusive.

City Council
2024 July Council Meeting
Vergas Event Center & Zoom Id number 267-094-2170 password 56587
6:30 PM on Tuesday, July 9, 2024

9. Information & Announcements

Trainings:

- A. Clerks Advanced Academy- September 19-20, 2024 (Lammers)

Events:

A. Council Members serve for a four-year term. The Mayor serves for a two-year term. Filing for these positions will begin on Tuesday, July 30, 2024 and runs through Tuesday, August 13, 2024. Anyone interested in running for one of these positions, must file for office between these dates. File at the Vergas City Office 131 Main Street Vergas Mn . (Cost to file is \$2.00)

- B. Looney Days, August 8-11, 2024
- C. Primary Election, August 13, 2024