

**Vergas EDA/HRA
2025 June EDA/HRA Meeting
Government Services Center & Zoom Id 267-094-2170 password 56587
2:00 PM on Wednesday, June 4, 2025**

1. Call to Order

Kevin Zitzow will be attending the meeting on zoom and will be located at 240 7th Ave NE Suite A Perham, MN 56573

2. Agenda Additions and Deletions

3. Status of Recommendations to City Council

None

4. Minutes

A. April 2, 2025

B. May 7, 2025

5. Financial Update

A. 2025 Income and Expenses Report

6. New Business

A. Municipal Building Property - 111 Main Street

7. Old Business

A. CEDA Update - Maddi Petrick

1. Grant Requests

2. Daycare

B. SBDC

1. Rural Edge - beginning Sept. 11

8. Adjournment

Table of Contents

1. Call to Order	3
3. Status of Recommendations to City Council	4
4. Minutes	5
Vergas EDA/HRA	6
Annual Meeting	6
Call to Order	6
Agenda Additions and Deletions	6
Survey Pins	6
Discussed the pins that the EDA agreed to locate in the Sunny Oaks Division. A third party has questioned where their pins are located. Albright and Sonnenberg will try to find pins within the next two weeks. If they cannot find, Lammers will bring qu...	6
Pop Up Sheds	6
Discussed sheds that other communities are putting up for flea markets, farmers markets, and transient merchants to use on a limited time basis. Discussed how this may be a better idea for a developer to invest in. Lammers was asked to add to next mon...	6
Grants	7
The grant application has been updated and discussed. Motion by Albright, seconded by Sonnenberg, to not allow 501 (3) c or banks for the grant program. The motion passed unanimously. Motion by Albright, seconded by Sonnenberg, to deny Jesus Little La...	7
Adjournment	7
Motion by Sonnenberg, seconded by Summers, to adjourn the meeting at 3:30 pm.	7
Council Recommendations:	7
None.	7
Follow-up Actions	7
Albright and Sonnenberg to try to locate survey pins; if unable, Lammers to get bids from surveyors.	7
Petrick to notify Jesus Little Lambs of the denial of the application. ... 7	
5. Financial Update	8
Sheet1	9
6. New Business	10
7. Old Business	11

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None

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4. Minutes

- A. April 2, 2025
- B. May 7, 2025

Files Attached

- 05.07.2025 EDA.HRA Agenda Minutes (Annual Meeting).pdf

**Vergas EDA/HRA
Annual Meeting
Vergas Event Center
2:00 PM on Wednesday, May 7, 2025**

EDA/HRA Mission: Retain and promote business in our community, adding housing so that we prosper and increase our tax base, keeping Vergas a vital community.

The City of Vergas Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) met on Wednesday, May 7, 2025, at 2:00 pm at the Vergas Event Center for the Annual Meeting with the following members: DuWayne Ditterich, Paul Sonnenberg, Joy Summers, and Bruce Albright. Absent: Kevin Zitzow. Also Present: City Clerk-Treasurer Julie Lammers; CEDA Representatives Jordan Grossman and Maddi Petrick; Citizen James Stenger and Dwight Lundgren; Editor Bob Williams of the Frazee-Vergas Forum.

Call to Order

President DuWayne Ditterich opened the annual meeting at 2 pm.

Welcome and Introduction of Members

Ditterich welcomed everyone and introduced the EDA/HRA board.

May 2024-April 2025 Review

Ditterich reviewed the accomplishments of the EDA/HRA regarding senior housing, Sunny Oaks Development, EDA Grant and CEDA representative.

CEDA Representative Madison Petrick

Maddi Petrick, CEDA Representative for the City of Vergas, reviewed CEDA and the 2-year contract the Vergas EDA has entered into. CEDA has been in business for over 40 years and began with eight employees. Currently, they have more than 50 workers and 60 contracts in Minnesota. They also have contracts in Wisconsin and Iowa and are expanding to Illinois. Petrick will be in Vergas one day a month and is currently working on childcare.

Grow Vergas

Lundgren reviewed a for-profit enterprise called Grow Vergas. This will not be affiliated with the City of Vergas; it will consist of individuals wanting to grow Vergas by purchasing stocks. This will be a corporation with 3-5 board members working on housing: senior, multi-family, and single-family; commercial space, and industrial space. The bylaws have not been established, but he feels the main item of business is to talk with people.

SBDC Training Invite- Rural Edge

Ditterich invited everyone to attend and invite others to the Rural Edge training, which will be held in Vergas beginning in September.

Adjournment

The annual meeting adjourned at 2:38 pm.

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Call to Order

The meeting was called to order by Chair DuWayne Ditterich at 2:40 pm.

Agenda Additions and Deletions

Approve the agenda with the following additions: Survey Pins, Pop Up Sheds, and Grants.

Survey Pins

Discussed the pins that the EDA agreed to locate in the Sunny Oaks Division. A third party has questioned where their pins are located. Albright and Sonnenberg will try to find pins within the next two weeks. If they cannot find, Lammers will bring quotes from surveying companies to next month's meeting.

Pop Up Sheds

Discussed sheds that other communities are putting up for flea markets, farmers markets, and transient merchants to use on a limited time basis. Discussed how this may be a better idea for a development investment. Lammers was asked to add to next month's agenda.

Grants

The grant application has been updated and discussed. Motion by Albright, seconded by Sonnenberg, to not allow 501 (3) c or banks for the grant program. The motion passed unanimously. Motion by Albright, seconded by Sonnenberg, to deny Jesus Little Lambs' application and have Petrick notify them. The motion passed unanimously. Motion by Summers, seconded by Sonnenberg to remove downtown and replace with C-1 zoning district on application. The motion passed unanimously.

Adjournment

Motion by Sonnenberg, seconded by Summers, to adjourn the meeting at 3:30 pm.

Julie Lammers, CMC

City Clerk-Treasurer

City of Vergas

Council Recommendations:

None.

Follow-up Actions

Albright and Sonnenberg to try to locate survey pins; if unable, Lammers to get bids from surveyors.

Petrick to notify Jesus Little Lambs of the denial of the application.

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5. Financial Update

A. 2025 Income and Expenses Report

Files Attached

- 2025 EDA_HRA Revenue and Disbursements.pdf

2025 EDA-HRA Income-Expense Sheet

Beginning Checking Balance \$22,271.54

Revenue:

Vergas General Fund Transfer	5,000.00
411 Diane Ave	1,197.01
230 Eva St	1,344.97
City of Vergas- CEDA Employee	5,000.00

Total Revenue

\$12,541.98

Expenses:

SDBC	Donation	2,000.00
409 Diane Ave	Assessments	2589.79
MW Pastry	Annual Meet	90.00

Total Expenses:

\$4,679.79

Balance of Checking Account as of 4/16/2025

\$30,133.73

Savings Account

* West Central Initiative	16,578.10
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Grant Balance

39,237.91

Total in HRA/EDA Account

\$85,949.74

Veteran's Memorial

Income	West Central Initiative	443.51	0.00
Expenses	All Flags	443.51	0.00

Balance of Veteran's Memorial Account

\$0.00

Pickle Ball

Income	0.00
Expense	0.00

Balance of Account

\$0.00

Grant

Beginning Balance	\$50,000.00
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Recipients

Cutting Edge	762.09
Summers Construction	5,000.00 2/26/25 Approved not distributed
Wild Fire Furs	5,000.00

Total

\$39,237.91

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

City of Vergas budgeted \$5,000.00 for 2025 EDA/HRA transfer.

City committed \$10,000 for CEDA employee - \$5,000 in 2025 and \$5,000 in 2025.

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6. New Business

A. Municipal Building Property - 111 Main Street

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7. Old Business

- A. CEDA Update - Maddi Petrick
 - 1. Grant Requests
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- B. SBDC
 - 1. Rural Edge - beginning Sept. 11

Files Attached

- Facade Grant - Billy's.pdf



1500 South Hwy 52
PO Box 483
Chatfield, MN 55923
Phone - 507.867.3164
www.cedausa.com

ACTION MEMO

TO: Vergas EDA

FROM: Maddi Petrick, Community and Economic Development Associate

DATE: June 4th, 2025

RE: **Recommendation to Approve Facade Grant Application from Billy's**

Overview:

Billy's Corner Bar has submitted a facade grant application for consideration under the Vergas Facade Grant Program. I have reviewed the application in full, and it meets all program eligibility requirements and guidelines.

Key Details:

- **Applicant:** Billy's Corner Bar
- **Project Type:** Roofing
 - Tear off and replace rubber roofing
 - Remove chimney and fill hole
 - Framing/decking
 - Etc.
- **Total Project Cost:** \$52,299
- **Requested Grant Amount:** \$5,000 (maximum allowed)
- **Matching Funds:** Confirmed 1:1 match provided by applicant

Recommendation:

Based on my review, I recommend that the EDA approve Billy's Corner Bar application and award a grant of \$5,000 in accordance with the program guidelines. The project will contribute to downtown revitalization and aligns with the goals of the Facade Grant Program.

Please let me know if additional documentation is needed in advance of the meeting.



Maddi Petrick
Community and Economic Development Associate
maddi.petrick@cedausa.com | www.cedausa.com | 701.412.7554

Vergas Economic Development Authority (EDA) Business Facade Improvement Program

Applicant Name: Billy's Corner Bar/Jordan Sleen/Vanessa Perry
Applicant Address: 49186 Co Hwy 31 Vergas, Mn 56587
Applicant Phone: 218-234-1187
Applicant Email: vanessa_sleen@my.minnesota.edu
Owner Name: Billy's Corner Bar Inc/Jordan Sleen/Vanessa Perry
Owner Phone: 218-234-1187
Building Address: 158 Main St East Vergas, Mn 56587
Property Parcel ID: 82000990062000
Proposed Start Date: 06/06/25 End Date: 06/30/25

Written Narrative for Scope of Project (detail all work proposed to be completed):

Remove and dispose of existing membrane insulation and all
roofing components. Replace any damaged decking.
Install recovery board and insulation. Install new EPDM
membrane. Install new flashing, drains, gutters and
down spouts. Clean up all debris.

Checklist for Application:

- Fully completed application
- Plans, specifications, and designs for the proposed work to be completed
- If tenant, letter of support from owner authorizing work to take place
- Completed budget worksheet

Vergas Economic Development Authority (EDA) Business Facade Improvement Program

Budget Worksheet

Exterior Project Costs:

Masonry work	\$ _____	Carpentry	\$ _____
Awnings/canopy	\$ _____	Siding	\$ _____
Windows	\$ _____	Signage	\$ _____
Doors	\$ _____	Landscaping	\$ _____
Entryway/threshold	\$ _____	Restoration	\$ _____
Painting	\$ _____	Other (specify)	\$ _____
		<u>Roof</u>	_____
		_____	_____
		_____	_____

Total Estimated Cost \$ 52,299.00

By signing below I agree that all information herein is true and correct to the best of my knowledge. I authorize the Vergas Economic Development Authority and City Council to use this provided information to make decisions and understand that I may not receive any loan funds. I also attest that I am the owner and operator of the business in Vergas Downtown Area and will use any allocated funds as appropriately defined in the policy.

Signature

Jordan I. Steen

Date

05/19/25



Allstar Construction Estimate

May 16, 2025

PREPARED FOR
Jordan Sleen
158 West Main Street
Vergas MN 56587

YOUR CONSULTANT
Brent Larson
brent.larson@allstartoday.com

ALLSTAR
6415 100th Ave S
Horace, ND 58047
(701) 969-5175



ALLSTAR CONSTRUCTION - FARGO

Flat Roofing

Thank you for considering Allstar Construction for your home. The below information reflects the contents of your Flat Roofing quote.

Flat Roofing

Total Flat Roofing Investment	\$72,792.58
Discounts Offered	\$20,493.69
Flat Roofing Total Investment	\$52,298.89

PROJECT NOTES

Tear off and replace rubber roofing, termination bars on top of parapet just like original, remove chimney to below deck and fill hole, fix sage in roof at north end with tapered foam, T&M on any framing/ decking that need to be done in any areas of the roof, 4 walkway pads where oil drips on roof to protect the rubber, new drip on north side of roof and a 20yr firestone warranty.

The Following Specifications outline the system, standards, and scope of work included as part of this agreement:

1. Remove and dispose of existing membrane, insulation, flashings, edge metal, and all roofing components down to the structural roof deck.
2. Any additional roofing layers discovered upon project start will be removed at an additional cost of \$55 per square, per layer.
3. Inspect existing roof decking for damage. Re-secure any loose substrate and replace deteriorated or non-code-compliant decking. 4x8 ½ inch OSB – \$90 per sheet, 4x8 ¾ inch CDX – \$130 per sheet, board work – time and material basis depending on field conditions.
4. Provide and install recovery board or new polyiso insulation as required, ensuring proper slope to drains or scuppers in compliance with code and system specifications.
5. Mechanically fasten or fully adhere insulation and seal all joints and fastener heads prior to membrane installation.
6. Provide and install EPDM membrane using a fully adhered or mechanically fastened application per manufacturer's guidelines.
7. Ensure all seams are overlapped, taped, and rolled to achieve a watertight seal per manufacturer requirements.
8. Provide and install flashing at all roof penetrations, curbs, walls, and terminations using pre-formed or field-fabricated EPDM accessories.
9. Provide and install new edge metal, coping caps, and termination bars as required by system design and to meet code.
10. Reinstall or replace roof drains, scuppers, and downspouts as needed to ensure proper drainage and system performance.
11. Perform final inspection of the roof system, correct any deficiencies, and walk through with property owner or designated representative.
12. Clean up all job-related debris and perform a full site cleanup upon project completion.

Estimate Terms & Conditions:

This estimate remains valid for 30 days

Any changes or additions to the scope of work will require a written change order and may affect the overall cost and timeline.

Outline payment terms and conditions in the contract, including any required deposits and final payment schedules

50% of the project investment will be collected prior to project production date, upon completion of the project the remaining 50% will be collected

Progress billing to be collected upon multi-trade projects

PROJECT INVESTMENT

May 16, 2025

Roofing Investment	\$72,792.58
Flat Roofing	\$72,792.58
Subtotal	\$72,792.58
Discount	\$20,493.69
Project Investment	<u>\$52,298.89</u>

PAYMENT OPTIONS

Finance Options

SF 9.99% @ 120 Mo	\$946.30
SF 9.99% @ 60 Mo	\$1,528.64
SF 18 Mo @ 0% w/ Payments	\$2,183.78
SF 12 Mo NINP	\$0.00

Rates disclosure and repayment example: The rates for personal loans provided by lenders are for loans with rates no greater than 23.99% APR with terms from 12 to 180 months. We do not guarantee that the terms or rates offered by any lender is the best terms or lowest rates available in the market. Your actual rate depends on credit history, history, loan term, loan amount, and other factors from the lender. For example, if you receive a \$10,000 loan with a 60-month term and a 9.99% interest rate, you would have a required monthly payment of \$212. Over the life of a loan, the payments would total \$12,720. All loans are subject to credit review and approval. Review the lenders' terms and conditions and any paperwork for additional details. The examples above are designed to provide information to help you understand different types of financing options and contain information about a wide range of products and services. Certain details, including but not limited to prices and special offers, are provided to us directly from lenders and are dynamic and subject to change at any time without prior notice. The information we share does not constitute legal or professional advice and should not be treated as such. You Are Responsible for Your Financial Decisions. You acknowledge and agree that you rely on your own judgment and that of such advisors in selecting any products or services offered by Service Providers. We are not a loan provider, or a broker and we do not offer loans directly to end users. All loan approval decisions and terms are determined by the loan providers at the time of your application with them. You will have to submit a loan application to the respective lender before the lender provides you with an actual offer. We do not warrant that you will be approved for a loan, nor that you will be offered a loan with the same terms presented on our website.