

**City of Wabasso
ECONOMIC DEVELOPMENT AUTHORITY
1429 Front Street P O Box 60
Wabasso MN 56293
Regular Meeting
Wednesday, December 11, 2024
5:00 pm**

CALL TO ORDER:

MINUTES:

1. Approve Minutes – November 6, 2024

OLD BUSINESS:

1. Development/Strategic Plan
 - a. December Spotlight –

NEW BUSINESS:

1. 5-Plex Rent Adjustment for Cleaning
2. Advertise for Bids 5-Plex Snow Removal

DIRECTOR’S REPORT:

1. Past Due RLF Payments Update

TREASURER’S REPORT:

1. Detailed Accounting Report for November
2. Loan and Checking Balances Summary Report for November

BILLS:

1. October Checks Issues
2. General Checking Claims – November
3. Dewey Street Claims – November

ADJOURN:

ECONOMIC DEVELOPMENT AUTHORITY
Regular Meeting – December 11, 2024
Agenda Report

1. **Minutes** – Please see the minutes from the November 6, 2024, regular meeting. Please Approve.
2. **Strategic Plan Update** – The Board noted the following items to work on:
 - Spotlight local businesses on the City's Facebook page – Spotlight for December not yet ready. Mr. Baune will provide an update at the meeting.
3. **5-Plex Rent Adjustment for Cleaning** – The Maintenance Addendum states that the city would provide 3 hours of cleaning between tenants. The units were left clean but were made messy with the new flooring installation. I'm recommending that with our inability to provide the 3 hours of cleaning, the EDA takes off 3 hours that we would have paid to our new cleaner at \$20/hr., for \$60 on January's Rent.
4. **Advertisement for Bids** – We would like to bid the 5-plex snow removal for this year. I am asking the city to cover snow removal until we are able to award the bid to someone. Please approve the advertisement of bids ASAP, to run for 2 weeks.
5. **Update on RLF Late Payments** – Mr. Baune will update the EDA on past-due accounts and actions that can be taken.
6. **Treasurer's Report** – See attached reports for November. Please approve.
7. **Bills** – See attached for November. Please approve.

**Wabasso EDA
Regular Meeting
Wednesday, November 6, 2024
5:00 p.m.**

The meeting was called to order at 5:00 p.m. with board members Pat Eichten, Karl Guetter, Amanda Guetter and Roger Baumann in attendance. Chuck Robasse joined the meeting virtually via Zoom. Also present was Brandon Baune and McKenzie Taylor.

The minutes of the October 9, 2024, meeting was approved with a motion by Robasse, second by Baumann. Eichten – yes; K. Guetter – yes; A. Guetter – yes; Baumann – yes; Robasse - yes

November Spotlight – McKenzie provided the November Spotlight on Fenger Auto at the meeting. Mr. Baune to place on the website and on the City's Facebook.

2025 Preliminary Budget and Parks Discussion – Mr. Baune presented the EDA with the updated 2025 preliminary budget. A few tweaks were made, including adding in the small increase in rent. Mr. Baune noted that the new rent would come to an uneven number and recommended doing an even \$795.

Also, Mr. Baune updated the EDA on conversations being had with the Council and other stakeholders for updating the parks in the city. It was a consensus of the EDA to add \$10,000 to the budget for assisting with playground expenses in 2025. Motion by Robasse, second by K. Guetter to approve the 2025 EDA budget with the updates on rents and playground donation.

Eichten – yes; K. Guetter – yes; A. Guetter – yes; Baumann – yes; Robasse - yes

5-Plex Painting Quotes – Mr. Baune presented two quotes from CS Painting to paint the interior of the two 5-plex units turning over with new tenants. The EDA reviewed these quotes via email prior to the meeting. Motion by K. Guetter, second by Baumann to approve quote from CS Painting in the amount of \$1,700 to paint all interior walls, minus closets.

Eichten – yes; K. Guetter – yes; A. Guetter – yes; Baumann – yes; Robasse - yes

Eastvail 3rd and 4th Addition Lot C Offer – The EDA was presented with an offer of \$28,000 for the lot which is listed at \$34,000. It was the consensus of the EDA not to accept the discounted offer. Mr. Baune to let the party who made the offer know and see if they would like to counter.

Past Due RLF Payments – Mr. Baune noted that he was working with DEEM Inc to get paid up on past due RLF payments and noted efforts on their part by getting completely caught up with the city. It was a consensus of the EDA for Mr. Baune to speak with Mr. Novak about options with the loans, and finding out what position the EDA had in each. It was recommended that maybe the loans could be re-worked to help out the business by doing interest-only payments for part of the year and other possibilities.

Treasurer's Report – Motion by K. Guetter, second by A. Guetter to approve the Treasurer's Report.

Eichten – yes; K. Guetter – yes; A. Guetter – yes; Baumann – yes; Robasse - yes

Bills – Motion by A. Guetter, second by Baumann to approve the October Bills.

Eichten – yes; K. Guetter – yes; A. Guetter – yes; Baumann – yes; Robasse - yes

The meeting was adjourned at 5:45 p.m.

Brandon Baune
Director

EDA I

11/30/2024

Balance Sheet

	Balance 10/31/2024	Adj.	Balance 10/31/2024
Assets			
Cash	\$ 412,334.22	3,789.66	\$ 416,123.88
Notes Receivable	\$ 271,645.66	(6,698.12)	\$ 264,947.54
Total Assets	\$ 683,979.88	(2,908.46)	\$ 681,071.42
Liabilities			
	\$ -	\$ -	\$ -
Total Liabilities	\$ 683,979.88	\$ -	\$ 681,071.42
Assets less Liabilities	\$ -		\$ -

Principal Payments Monthly

Babble On Bar & Grill	\$ 648.70
Deem 1	\$ 460.04
Deem 2	\$ 342.22
Deem 3	\$ 314.29
Jonti-Craft 1	\$ 3,798.32
Mid Country Ag Services	\$ 213.81
Safe Storage #2	\$ 427.60
Wabasso P&H	\$ 493.14
Total Principal Payments	\$ 6,698.12

Principal Payments Year to Date

Babble On Bar & Grill	\$ 7,047.44
Deem 1	\$ 3,649.59
Deem 2	\$ 3,049.43
Deem 3	\$ 1,558.48
Jonti-Craft 1	\$ 41,349.94
Mid Country Ag Services	\$ 2,322.79
Safe Storage #2	\$ 4,645.39
Wabasso P&H	\$ 2,928.29
Total Principal Payments	\$ 66,551.35

New Loans

\$ -
\$ -
\$ -

Income Statement

Income

Interest on Loans Monthly

Babble On Bar & Grill	\$ 151.30
Deem 1	\$ 22.76
Deem 2	\$ 15.05
Deem 3	\$ 194.82
Jonti-Craft 1	\$ 87.96
Mid County Ag Services	\$ 28.19
Safe Storage #2	\$ 55.20
Wabasso P&H	\$ 302.35
Total Interest Payments	\$ 857.63

Interest on Loans Year to Date

Babble On Bar & Grill	\$ 1,752.56
Deem 1	\$ 213.65
Deem 2	\$ 166.73
Deem 3	\$ 987.07
Jonti-Craft 1	\$ 1,399.14
Mid Country Ag Services	\$ 339.21
Safe Storage #2	\$ 665.41
Wabasso P&H	\$ 1,844.65
Total Interest Payments	\$ 5,523.77

Savings Interest

Quarter 1	\$ -
Quarter 2	\$ -
Quarter 3	\$ -
Quarter 4	\$ -
Total Interest Payments	\$ -

Deposit Error	\$ (3,886.28)
	\$ 120.19

Expenses	Total Income	\$ (3,028.65)
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Interest Payment	\$ -
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Total Expense	\$ -
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Net Income	\$ (3,028.65)
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EDA II 11/30/2024
Balance Sheet

	Balance 10/31/2024	Adj.	Balance 11/30/2024
Assets			
Cash	\$ 150,717.62	4,900.38	\$ 155,618.00
Notes Receivable	\$ 12,598.63	(1,102.95)	\$ 11,495.68
Total Assets	\$ 163,316.25	30.34	\$ 167,113.68

Liabilities

	\$ -		\$ -
Total Liabilities	\$ (163,316.25)		\$ (167,113.68)
Assets less Liabilities	\$ -		\$ -

Principal Payments Monthly

Chad Ruprecht	\$ 392.02
Jonti-Craft	\$ 117.47
Novak Law	\$ 346.98
Wabbasso Electric Motor	\$ 246.48
Total Principal Payments	\$ 1,102.95

New Loans

\$ -
\$ -
\$ -

Principal Payments Year to Date

Chad Ruprecht	\$ 4,258.85
Jont-Craft	\$ 1,278.80
Novak Law	\$ 3,769.51
Wabbasso Electric Motor	\$ 2,668.10
Total Principal Payments	\$ 11,975.26

Income Statement

Income

Interest on Loans Monthly

Chad Ruprecht	\$ 7.98
Jonti-Craft	\$ 2.72
Novak Law	\$ 15.12
Wabbasso Electric Motor	\$ 4.52
Total Interest Payments	\$ 30.34

Interest on Loans Monthly

Chad Ruprecht	\$ 141.15
Jont-Craft	\$ 43.29
Novak Law	\$ 213.59
Wabbasso Electric Motor	\$ 92.90
Total Interest Payments	\$ 490.93

Savings Interest

Quarter 1	\$ -
Quarter 2	\$ -
Quarter 3	\$ -
Quarter 4	\$ -
	\$ -

Deposit Error	\$ 3,886.28
Deposit Error	\$ (120.19)
Deposit Error	\$ 1.00
Total Income	\$ 30.34

Expenses

Interest Payment	\$ -
Total Expense	\$ -
Net Income	\$ 30.34

EDA Monthly Payment Schedule
as of 11/30/2024

<u>Name</u>	<u>Pmt Due</u>	<u>Pmt Amt</u>	<u>Int</u>	<u>Prin Amt</u>		<u>Maturity Date</u>	<u>Last Payment</u>	<u>Payment Due</u>
Babble On Bar & Grill	15th	\$ 800.00	3%	\$ 59,869.50	EDA I	11/15/2032	11/7/2024	12/15/2024
Chad Ruprecht	21st	\$ 400.00	3%	\$ 2,799.93	EDA II	5/21/2028	11/7/2024	12/21/2024
DEEM, Inc	21st	\$ 482.80	3%	\$ 8,645.33	EDA I	5/21/2025	11/13/2024	8/21/2024
DEEM, Inc	21st	\$ 357.27	3%	\$ 5,678.04	EDA I	5/21/2025	11/13/2024	9/21/2024
DEEM, Inc	22nd	\$ 509.11	5%	\$ 46,441.52	EDA I	3/21/2034	11/113/2024	8/21/2024
Jenniges Gas & Diesel	14th	\$ 300.00	3%	\$ -	EDA I	12/11/2026	9/3/2024	N/A
Jonti-Craft	25th	\$ 3,886.28	2.5%	\$ 38,420.72	EDA I	9/25/2025	11/19/2024	12/25/2024
Jonti-Craft	25th	\$ 120.19	2.5%	\$ 1,188.77	EDA II	9/25/2025	11/19/2024	12/25/2024
Mid County Ag Services	20th	\$ 242.00	3%	\$ 11,062.66	EDA I	11/20/2028	11/19/2024	1/20/2025
Matt Novak	1st	\$ 362.10	3%	\$ 5,702.41	EDA II	8/4/2026	11/1/2024	12/1/2024
Safe Storage 2	5th	\$ 482.80	3%	\$ 21,652.24	EDA I	10/5/2028	11/1/2024	12/5/2024
Wabasso Eletric Motor LLC	6th	\$ 251.00	3%	\$ 1,804.57	EDAI	8/6/2024	11/7/2024	12/6/2024
Wabasso P&H	1st	\$ 795.49	5%	\$ 72,071.71	EDA I	5/1/2034	11/1/2024	12/1/2024
Totals		\$ 8,989.04		\$ 275,337.40				

EDAI Daily Savings	\$ 416,123.88
EDAII Daily Savings	\$ 155,618.00
EDA-WDC	\$ -
Total Savings	\$ 571,741.88
EDA WDC Savings	
Starting Balnace	\$ -
Interest	
Ending Balance	\$ -

EDA General Fund

Beginning Balance					\$ 193,501.77
Plus Deposits	Outstanding				
	Rev				
		Interest Earnings		\$	95.43
	Exp				
Ending Balance					<u>\$ 193,597.20</u>

CD # 115009 renewal - Wanda State Bank	\$	28,883.83
CD #33649 - Renewal 12-9-24- Integrity Bank Plus	\$	52,348.64
CD Total	\$	<u>81,232.47</u>
EDA General Total	\$	<u>274,829.67</u>

EDA Dewey Street					
Beginning Balance					\$ 103,720.08
Plus Deposits	Rents			\$	1,540.00
	interest			\$	16.50
Less Checks /Outstanding					
	Maxine Rasmussen - Damage Deposit			\$	(625.00)
	Redwood Electric			\$	(50.50)
	City of Wabasso			\$	(202.89)
	Ecowater			\$	(165.00)
	Cyrilla MacDonald - Damage Deposit			\$	(600.00)
	Visa			\$	(42.92)
FUTURE	Deposit from EDA General				
	Payments to General Fund Checking				<u>\$ 103,590.27</u>

EDA Eastvail Sales Account	Starting Balance	\$	-
	Interest on investments	\$	-
	Transfer to General Checking	\$	-
		\$	<u>-</u>

Dewey Street Townhomes Loan	Paid off	\$	-	2.8 % interest
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Payments

Current Period: November 2024

Payments Batch 113024PAYEDA		\$8,184.08	
Refer	1991	NOVAK LAW	-
Cash Payment	E 245-46500-304	Legal Fees	3rd Quarter Legal Services
Invoice			\$84.00
Cash Payment	E 245-46500-304	Legal Fees	3rd Quarter Legal Services
Invoice			\$903.00
Transaction Date	12/1/2024	EDA Checking	10103
		Total	\$987.00
Refer	1920	ACE HOME & HARDWARE	-
Cash Payment	E 246-46500-500	Capital Outlay (GENER	Apt 3 and 4 Flooring
Invoice 458254			\$3,224.95
Cash Payment	E 246-46500-500	Capital Outlay (GENER	Apt 3 and 4 Flooring
Invoice 212125			\$3,192.96
Transaction Date	12/1/2024	EDA Dewey St Chec	10104
		Total	\$6,417.91
Refer	1921	ANDERSON ELECTRIC	-
Cash Payment	E 246-46500-401	Repairs/Maint Buildings	Exterior Lights Fix on 5-Plex
Invoice 44274			\$320.00
Transaction Date	12/1/2024	EDA Dewey St Chec	10104
		Total	\$320.00
Refer	1922	CITY OF WABASSO	-
Cash Payment	E 246-46500-430	Miscellaneous (GENER	City Utilities Apt 3 and 4
Invoice			\$104.65
Cash Payment	E 246-46500-430	Miscellaneous (GENER	City Utilities Apt 3 and 4
Invoice			\$99.25
Transaction Date	12/1/2024	EDA Dewey St Chec	10104
		Total	\$203.90
Refer	1923	ECOWATER SYSTEMS	-
Cash Payment	E 246-46500-306	Service Contract	Monthly Rental and Sale Use
Invoice SR2304-1-087			\$165.00
Cash Payment	E 246-46500-306	Service Contract	Monthly Rental and Sale Use
Invoice 128361			\$15.65
Transaction Date	12/1/2024	EDA Dewey St Chec	10104
		Total	\$180.65
Refer	1924	REDWOOD ELECTRIC COOP	-
Cash Payment	E 246-46500-381	Electricity	Electricity Apt 3 & 4-100010305
Invoice			\$39.00
Cash Payment	E 246-46500-381	Electricity	Electricity Apt 3 & 4-100010306
Invoice			\$35.62
Transaction Date	12/1/2024	EDA Dewey St Chec	10104
		Total	\$74.62

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Payments

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Current Period: November 2024

Fund Summary

	10103 EDA Checking	
245 EDA GENERAL FUND		\$987.00
		<u>\$987.00</u>
	10104 EDA Dewey St Checkin	
246 EDA DEWEY STREET		\$7,197.08
		<u>\$7,197.08</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$8,184.08</u>
Total	\$8,184.08

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Checks for Month

10104 EDA Dewey St Checkin

Since November 2024

Begin Balance \$102,477.50

CHECK	Vendor Name	Check Date	Check Amt	Source	Comment	Balance
Deposit	110524RECHIRSCH	11/5/2024	-\$770.00	110524RECHIRS	NOVEMBER RENT	\$103,247.50
Deposit	111224RECSALFER	11/12/2024	-\$770.00	111224RECSALF	NOVEMBER RENT	\$104,017.50
001916	CITY OF WABASSO	11/13/2024	\$202.89	110424PAYEDA	City Utilities Apt 3 and 4	\$103,814.61
001917	ECOWATER SYSTEMS	11/13/2024	\$165.00	110424PAYEDA	Softner Rent october	\$103,649.61
001918	REDWOOD ELECTRIC COOP	11/13/2024	\$50.50	110424PAYEDA	Electricity Apt 3 & 4	\$103,599.11
001919	VISA	11/13/2024	\$42.92	110424PAYEDA	Outdoor Light Bulbs	\$103,556.19
	Deposits	\$1,540.00				
	Checks	-\$461.31				
			\$1,078.69			

FILTER: ((([Act Year]='2024' and [period] in (11)))) and ((true)) and [Cash Act]='10104'