

City of Wabasso
ECONOMIC DEVELOPMENT AUTHORITY
1429 Front Street P O Box 60
Wabasso MN 56293
Regular Meeting
Wednesday, June 2, 2021
5:00 pm

CALL TO ORDER:

MINUTES:

1. Approve Minutes – May 5, 2021 Regular Meeting

OLD BUSINESS:

1. Discuss Duplex

OTHER:

1. Development/Strategic Plan
 - a. Update
 - b. Budget
2. Rental Lease/Policy

TREASURER'S REPORT:

1. Detailed Accounting Report
2. Loan and Checking Balance Summary Report

BILLS:

1. General Checking – See attached list
2. Dewey Street
3. May Checks

ADJOURN:

ECONOMIC DEVELOPMENT AUTHORITY

Regular Meeting – June 2, 2021

Agenda Report

1. Approve 5/5/21 Minutes: Copy attached

2. Duplex – Update

- a. **Design** – EDA reps toured two duplexes in Blue Earth and the 5-plex units. Jorge, Jeff and I also met to discuss the revised plans based on our discussions in Blue Earth and the Southwest Housing Plans. (Attached). We can share our thoughts at the meeting and perhaps focus on a design.
- b. **APX Contract** – Attached is a owners rep proposal submitted by Jorge. The agreement is similar to a construction management agreement. APX would provide management services for a \$36,000 fee, which is about 8% of the construction costs. Significantly lower than the 17% management contract but still a significant cost. Jeff has shared the Southwest Housing plans with a contractor he has worked with to get a “turnkey” quote for managing and constructing a duplex.
- c. **Financing/Pro Forma** – Jorge submitted a new estimate of \$450,000. I’ve updated the pro forma based on information I’ve gathered since the March pro forma. The financing gap has increased significantly. We should have a discussion regarding what the EDA is willing to commit to narrow the gap. Just, Below is a potential source of funding:
 - Dewey Street Housing: 2020 cash flow was approximately \$5,500 and 2021 estimate cash flow is \$7,500. Currently included \$24,000 annual debt service payments with \$33,000 remaining in debt. Checking account balance is \$63,500 with an unallocated fund balance of \$34,000
 - WDC Savings: \$39,805. Proceeds from the Wabasso Development Corporation
 - EDA General Checking: \$43,957. Some of this balance will be needed for operating reserves or unforeseen expenses or cash flow.
 - CDs: \$78,633. I have not researched the funding source and if the use is restricted.

3. Development/Strategic Plan:

The following have agreed to serve on the EDA Strategic Plan committee

- Tom Franta – Lions Club
- Paul Sobocinski – Vail Township
- Jim Salfer – Commercial Club/Main Street
- Stef Goblirsch– Jonti-Craft
- Joe Kemp – Wabasso Public School
- Jeff Olson (Steve Burns alternate) – City Council/EDA

The first meeting of the committee will be June 9, 2021. I have attached a copy of a preliminary budget for EDA review. Note that I broke the budget into four phases. The most expensive phase would be 3rd phase which would be to develop facility plans. This is optional as it is used to set utility rates and fees based on future developments. Normally utilities pay for the lions share of that phase. Since I believe one of the goals is to get to regulatory ordinances, phases 2 and 4 will probably be required. I will send an update after the first planning committee meeting.

4. Rental/Lease Policy – Attached

5. Treasurer’s Report – Attached

6. Bills – Attached

Wabasso EDA
Regular Meeting
Wednesday, May 5, 2021
5:00 pm

The meeting was called to order at 5pm with Board Member Pat Eichten, Steve Burns, Jeff Olson, Chuck Robasse and Karl Guetter in attendance. Also present were EDA Director Larry Thompson, Pat Dingels, Matt Novak, Jorge Lopez (APX Construction) and Paul Sobocinski.

The minutes of the April 2021 Regular meeting were approved on a motion by Olson, second by Burns with the correction that Charlotte Guetter be changed to Anne Guetter.

Eichten – Yes; Olson – Yes; Burns – yes; Robasse – yes; Guetter – yes.

The HRA discussed the duplex construction. Mr. Thompson presented three contract formats from APX ranging from General Contractor to Construction Manager. Mr. Thompson also state he and Mr. Novak had discussed the financing with the financial consultant and bond counsel. Mr. Novak indicated that it appeared the most feasible financing tool would be a private placement general obligation tax abatement bond. Staff had used a \$500,000 estimate at this time, but it might be low given market conditions. Mr. Thompson stated the board should decide what framework for service it would like with APX. Mr. Novak indicated that if the EDA chose the General Contractor format the project would probably have to be bid. The board could select APX as a construction manager and have APX bid the various components of the project. The consensus of the board was that the construction manager relationship was best. It was added that the board wanted to ensure that local contractors would have the opportunity to bid. Mr. Olson indicated that he would like to see as much management done in house as possible. Total estimated cost of the project was discussed. There was a consensus that prices had risen significantly and that the last estimate from APX was probably not accurate. Mr. Lopez indicated that he would try to get a new estimate by next meeting. Mr. Lopez indicated that the construction management fee could be as high as 17%. Mr. Thompson indicated he would work with Mr. Lopez regarding the services provided with the hope of reducing the fee. The board felt that the new estimated costs may make the project not feasible. It was noted that from the onset it was felt that the board may need to use some of its other assets to subsidize the rents. The board indicated it would like to tour the duplex in Blue Earth on Friday, May 14, 2021. Mr. Lopez indicated he would make arrangements. Mr. Thompson indicated that he had reviewed that finance consultant contract and had concerns with the fee. He would discuss with the consultant. Mr. Thompson indicated he would prepare a budget and pro forma for the next meeting.

The EDA considered a consultant agreement from Achieve to assist with the strategic planning process at a cost of \$4,900. Ms. Dingels indicated she had worked with the consultant and felt she would be a good fit for the community. The board discussed the merits of utilizing the services and felt the contract was a good way to proceed. The board indicated it would like to have a budget for the entire project presented at the next EDA meeting for consideration. It was noted that the board would need to appoint a planning committee of approximately 5 community leaders. The board directed Mr.

Thompson to contact the various community organizations for recommendations including the school district, Lions, Commercial Club, Jonti-Craft and main street. Motion by Olson, second by Burns to approve the contract with Achieve for \$4,900 with a cost sharing with the City.

Eichten – Yes; Olson – Yes; Burns – yes; Robasse – yes; Guetter – yes.

Mr. Novak presented an outline for a lease/rental policy. Mr. Novak indicated that while regulations should be place on applicants and the lease agreement, the emphasis should be the lease agreement. Mr. Novak recommended the EDA stick with the 30 day lease term. Mr. Novak indicated he would draft the applicant/screening policy and lease agreement including a section on pets and present it at the next meeting.

Motion by Robasse, second by Guetter to accept the Treasurers report.

Eichten – Yes; Olson – Yes; Burns – yes; Robasse – yes; Guetter – yes.

Motion by Olson, second by Burns to pay the bills as submitted.

Eichten – Yes; Olson – Yes; Burns – yes; Robasse – yes; Guetter – yes.

Mr. Thompson informed the board that a group had been formed to study the community center and possible improvements. The board indicated that it would be open to possible financial participation with the improvements.

The board adjourned at 6:45 pm.



CONSTRUCTION GROUP 1020 Innovation Lane Mankato, MN 56002 507.387.6836

Owner's Representative Proposal for the WIN Group

Building of a New Duplex Unit in the City of Wabasso., MN

May 19th, 2021

Wabasso EDA
Wabasso, MN

RE: Service Proposal for Owner's Representative

Engagement. The Contractor shall make available to the Wabasso EDA the services of Jorge Lopez, for the work described in this proposal. The Contractor may not substitute any other person(s) without written permission from the Wabasso EDA. The Contractor will work independently to provide Owner's Representative Services to meet the project needs efficiently and effectively of the Wabasso EDA.

Services. The activities performed will include, but are not limited to, meet with city official, county officials, state officials, to obtain permits required to do the rehab of the "Duplex". He is to coordinate with architects and engineers to obtain and secure all documentation for the rehab of the project. The Owner's Representative will oversee all aspects of the new construction and create contracts for all the subcontractors and bid the project, provide the Wabasso EDA with weekly reports of the progress of the new construction as the summary of expenses used on the project. Approved invoices from subcontractors and submit to Wabasso EDA for payments.

Coordinate project close-out documentation, including spread sheets and any other document obtained during the duration of the project.

Term. The Owner's Representative agrees to keep the project a not to exceed \$450,000.00 as projected on the attached spread sheet, if the Wabasso EDA changes anything other then what is on the attached spreadsheet that would constitute a change order and that will create an increase on the cost of the project that would be an extra cost to the Wabasso EDA.

Minimum Qualifications. During the term of this Agreement, the Contractor shall at all times meet at least the minimum standards:

- A. Maintenance of a valid driver's license.
- B. Maintenance of the eligibility to work in the United States.

- C. Maintenance of a state and/or federal I.D. number to the extent necessary for the City of Worthington to report payment on IRS Form 1099.
Wabasso
- D. Expend a least 20 hours a week managing the project.

Payment.

- A. **Payment for Services.** The Wabasso EDA shall pay the Contractor for services provided pursuant to the Agreement. The payment per hour shall be negotiated between the Contractor and the Wabasso EDA at the rate of payment of \$36,000.00. If are changes in scope of work this shall be amended to reflect the Agreement. **As of the date of this Agreement, the Contractor shall receive a payment of thirty-six thousand and 00/00 (\$36,000.00) per the project by worked performed to not exceed thirty-six thousand and 00/00 (\$36,000.00), unless is required by the Wabasso EDA of Wabasso Minnesota.**

A project invoice shall be submitted by the Contractor to the Wabasso EDA no later than five days following the end of the month. The Wabasso EDA will remit payment to the Contractor within 10 days from the receipt of payment. Where the date of payment falls on a legal holiday, payment will be made on the next business day.

If you have any questions or need clarification, please give me a call at 507-920-8728 we appreciate this opportunity.

Sincerely,

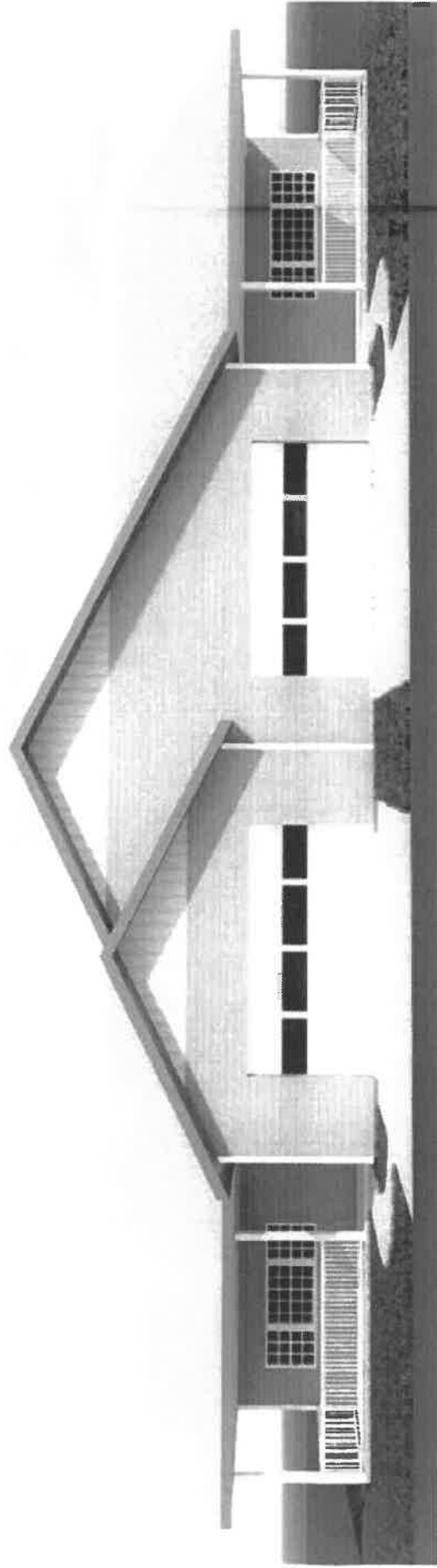
Wabasso EDA

Jorge Lopez

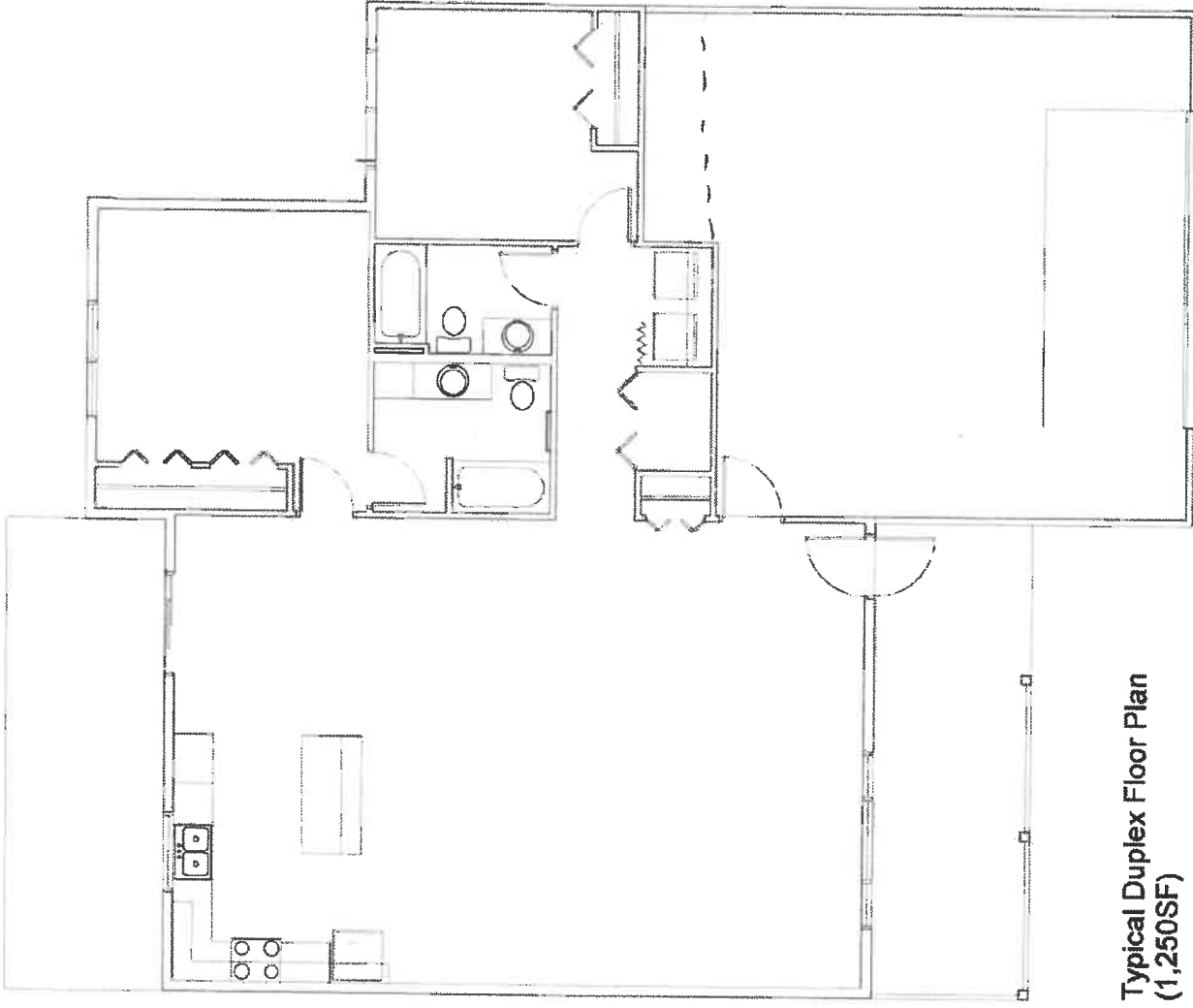
Developer/ Owner's Representative -APX



Back Elevation

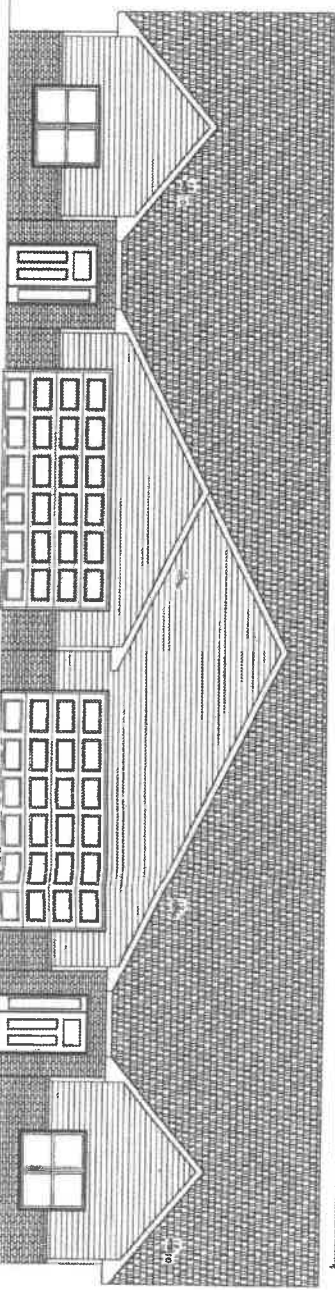


Front Elevation

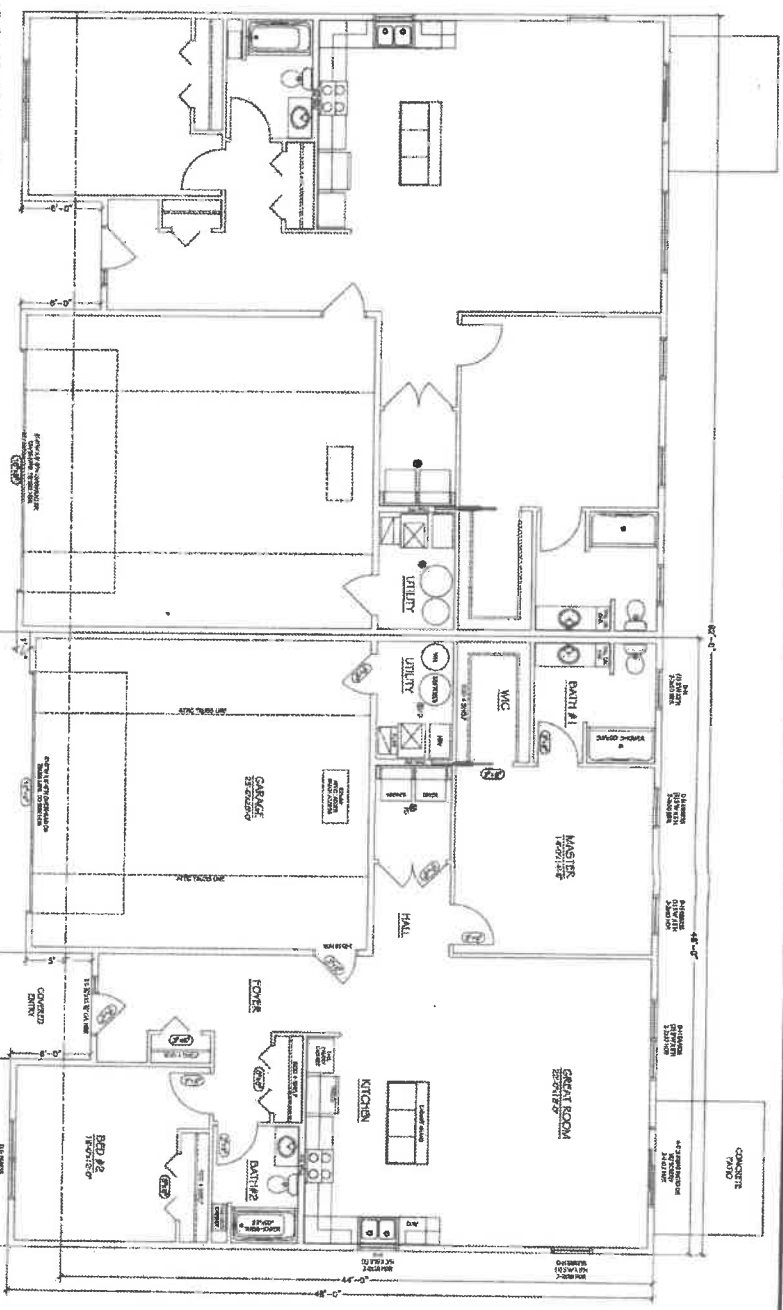


Typical Duplex Floor Plan
(1,250SF)

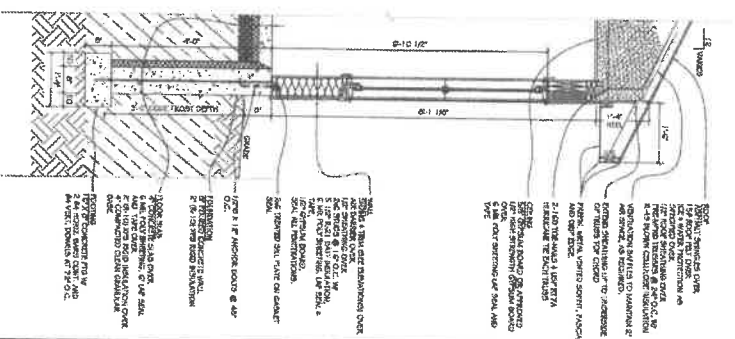
FRONT ELEVATION
Scale 1/8" = 1'-0"



SUB ON GRADE FLOOR PLAN
Scale 1/8" = 1'-0"



DETAILED WALL SECTION
Scale 1/8" = 1'-0"



PROJECT: BARABO DUPLEX
FOR: CITY OF BARABO
ADDRESS:
DATE: 05-26-2020
DRAWN: CDR



| REVISIONS | DESCRIPTION |
|-----------|--|
| 1. | 06-08-20 - RELOCATE BEDROOMS |
| 2. | 06-15-20 - CITY BOARD MEMBER REVISIONS |
| 3. | 07-06-20 - POCKET DR - WATER SOFTENER |
| 4. | |

**City of Wabasso
Duplex Pro Forma
31-May-21**

| | APX Pro Forma | Adjusted 3/15/21 | Adjusted 5/25/21 |
|--------------------------------|------------------|---------------------|---------------------|
| Sq Ft (Living Space) | 1,250 | 1,250 | 1,250 |
| # units | 2 | 2 | 2 |
| Total Sq Ft (Living Space) | 2,500 | 2,500 | 2,500 |
| Const Cost | \$ 400,000 | \$ 400,000 | \$ 450,000 |
| Construction Management | \$ - | \$ - | \$ 36,000 |
| Contingency (4%) | 16,000 | - | - |
| Architects Fees | 7,500 | - | - |
| Total Construction Cost | 423,500 | 400,000 | 486,000 |

Debt Issuance (Does not include capitalized interest)

| | | | |
|------------------------|---------------|---------------|---------------|
| Fiscal Consultant | 5,000 | 5,000 | 7,500 |
| Bond Counsel | 10,000 | 10,000 | 10,000 |
| Misc | 500 | 500 | 500 |
| Total Debt Cost | 15,500 | 15,500 | 18,000 |

TOTAL PROJECT COST 439,000 415,500 504,000

| | | | |
|---------------------------|------------------|------------------|------------------|
| \$/Sq Ft | \$ 169.40 | \$ 160.00 | \$ 194.40 |
| Number of Units | 2 | 2 | 2 |
| Monthly Rent/Unit | \$ 1,200 | \$ 1,200 | \$ 1,200 |
| Total Monthly Rent | \$ 2,400 | \$ 2,400 | \$ 2,400 |
| Total Annual Rent | 28,800 | 28,800 | 28,800 |
| Vacancy Rate | 5% | 0% | 0% |
| Vacancy cost | (1,440) | - | - |
| Net Annual Revenue | \$ 27,360 | \$ 28,800 | \$ 28,800 |

Expense

| | | | |
|-----------------------------|---------------|--------------|---------------|
| Adv/Market | 200 | - | - |
| Mgt Fee | 1,286 | - | - |
| Legal | 300 | - | - |
| Audit | 400 | - | - |
| On-Site Mgt | 250 | - | - |
| Other Adm | 300 | - | - |
| Exterminating | 500 | - | - |
| Garbage | 2,000 | - | - |
| Other Maint | 400 | - | - |
| Janitor Supplies | 500 | - | - |
| Maint Supplies | 500 | 500 | 500 |
| Ground Maint | 1,500 | 200 | 200 |
| Snow Removal | 1,200 | 900 | 900 |
| HVAC Repairs | 1,200 | 800 | 800 |
| General Repairs | 800 | 200 | 200 |
| Paint | 300 | - | - |
| Maint Payroll | 1,500 | 1,500 | 1,500 |
| Other Operating | 100 | - | - |
| Other | 100 | - | - |
| Electricity | - | - | - |
| Water & Sewer | 2,275 | - | - |
| Gas | - | - | - |
| Insurance | 2,300 | 1,375 | 1,375 |
| RE Taxes | 4,080 | - | 5,000 |
| Replacement Reserve | 675 | 675 | 675 |
| Total Annual Expense | 22,666 | 6,150 | 11,150 |

Net Annual Income (Loss) 4,694 22,650 17,650

Term 25 25 25

Rate 3.50% 3.50% 3.50%

Supportable Debt \$ 77,366 \$ 373,306 \$ 290,899

Gap (PV less Const) (346,134) (26,694) (195,101)

Larry Thompson

From: Green, Doug <Doug.Green@bakertilly.com>
Sent: Monday, May 17, 2021 1:05 PM
To: Larry Thompson
Subject: Updated Baker Tilly Contract Language

Larry,

I still owe you an updated contract. Will the paragraph below work? I think it can simply be added to the end of the fee section in the contract.

2021 EDA Housing Financing Assistance (the "project") – BTMA will perform the following tasks related to the project: 1. facilitate the choice of a lending institution; 2. coordinate and negotiate financing terms with the chosen lending institution; 3. facilitate the financing process required in state statute; 4. coordinate closing activities with the City, chosen lending institution and bond counsel. BTMA will perform these tasks on an hourly basis at the rates provided above but the fee, excluding out of pocket costs, will not exceed \$7,500.

Thanks,
Doug

Doug Green
Director



Baker Tilly Municipal Advisors, LLC
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380 Jackson St. Saint Paul, Minnesota 55101
doug.green@bakertilly.com | bakertilly.com



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City of Wabasso
Strategic Plan Budget
24-May-21

Phase I - Visioning

| | | |
|---------------------------------|-------|-------|
| Achieve | 4,700 | |
| Meals | 250 | |
| Materials | 200 | |
| Demographic Trends | - | |
| Planning Future Steps (Retreat) | - | |
| Subtotal | | 5,150 |

Phase II - System Planning

| | | |
|-----------------------|-------|-------|
| Land Use Plan Mapping | 1,200 | |
| Materials | 200 | |
| Legal Fees | 800 | |
| | | 2,200 |

Phase III - Facility Planning

| | | |
|------------------|--------|--------|
| Engineering Fees | 12,000 | |
| Mapping | 2,500 | |
| Materials | 1,000 | |
| Subtotal | | 15,500 |

Phase IV - Implementation (Ordinances, Policies, etc.)

| | | |
|------------------|-------|-------|
| Legal Fees | 1,200 | |
| Engineering Fees | 2,000 | |
| Publications | 800 | |
| Subtotal | | 4,000 |

| | | |
|--------------------|--|--------|
| Total Project Cost | | 26,850 |
|--------------------|--|--------|

MONTHLY RENTAL AGREEMENT

This lease is made on the ___ day of _____, 20__.

PARTIES:

LANDLORD: Wabasso EDA
Address: PO Box 60
Wabasso MN 56293
Contact: Larry Thompson, City Clerk/Administrator
507-342-5519

TENANT(S) _____
Address _____
Phone: _____

The Wabasso EDA ("Landlord") hereby agrees to lease to the _____
("Tenant"), and the Tenant hereby agrees to hire from the Landlord, the Leased Premises
described below pursuant to the terms and conditions specified herein:

1. **Leased Premises.** The Leased Premises are those premises described as:
1172 Dewey Street, Unit #_____
2. **Term.** Term of the lease shall be a month to month tenancy commencing on the
_____ day of _____, 20____.
3. **Termination.** Either Landlord or Tenant may terminate the lease at any time by
giving the other party at least one full month's written notice.
4. **Rent.** The monthly rental amount for the leased premises is \$700.00 per month.
The rent payment must be paid on the first day of the month at the landlord's
address listed above. The first month's rent is to be paid when Tenant signs this
lease. Landlord need not give notice to Tenant regarding Tenant's obligation to
pay rent.
5. **Security Deposit.** The Tenant shall make a security deposit of \$ 700.00 to
Landlord in order to ensure that Tenant complies with all terms and conditions of
the Lease. If Tenant fully complies, Landlord will return the security deposit
within 4 weeks after the date the Tenant delivers possession of the Leased

Premises to the Landlord. If tenant does not fully comply with the terms of the lease, Landlord may retain the security deposit to pay amounts owed by the Tenant including damages.

6. **Occupants.** The Leased Premises shall be occupied by the following persons only:
7. **Repairs.** Tenant must take good care of the Leased Premises and all equipment and fixtures contained therein. Tenant is liable for any damages caused by his acts or neglect and any acts and neglect of his family, invitees or guests. Tenant must make all repairs and replacements when it results from an act or neglect. If Tenant fails to make a needed repair or replacement, Landlord may do it and add the expenses to the rent. Tenant agrees to abide by the terms of the Maintenance Addendum.
8. **Alterations.** Tenant must obtain Landlord's prior written consent to paint or Wallpaper the Leased premises or to install any paneling, flooring, partitions, railings or make any other alterations. Tenant must not change the plumbing, ventilation, air-conditioning, heating or electric systems. All alterations, installations and improvements shall become the property of the Landlord when completed and paid for, and shall be surrendered as part of the Leased Premises at the end of the term. Landlord is not required to pay for any of the work performed under this section unless he has agreed to pay as indicated with his prior written consent.
9. **Maintenance of Leased Premises.** Tenant shall maintain the premises in a clean and sanitary condition at all times. At the end of the term, Tenant will leave the Leased Premises clean and in good condition, subject to ordinary wear and tear. Tenant shall remove all tenant's belongings. Tenant agrees to abide by the terms of the Housekeeping Standards Addendum.
10. **Assignment/Subletting Restrictions.** Tenant may not assign this agreement or sublet the Leased Premises without the prior written consent of the Landlord.
11. **Utilities/Services.** Tenant is responsible for the payment of all utilities and services except for the following: Lawn Care, Snow Removal and Water Softener & Salt.
12. **Landlord's Right to Enter.** Landlord may, at reasonable times, enter the Leased Premises to inspect it, to make repairs or alterations, and to show it to potential buyers, lenders or tenants.
13. **Pets.** Tenant may not bring or keep pets in the Leased Premises. Reasonable accommodation will be made pursuant to the Fair Housing Act.
14. **Laws and Regulations.** Tenant must, at Tenant's expense, comply with all laws,

regulations, ordinances and requirements of all municipal, state and federal authorities that are effective during the term of the lease agreement, pertaining to the use of the premises. Tenant must not do anything that increases Landlord's insurance premium.

15. **Default/Abandonment.** If Tenant defaults in the payment of rent or any other term or condition of this Lease, Landlord may give Tenant written notice to cure such default. If Tenant fails to cure such default in 30 days of receiving notice, Landlord may elect to terminate the Lease, re-enter the Leased Premises and remove the Tenant, all other occupants and their possessions. If Tenant abandons or vacates the Leased Premises during the Term of this Lease, Landlord may elect to re-enter the premises, without liability for prosecution or owing damages to Tenant, and, at his option, relet the Leased Premises. If the Landlord opts not to relet the Leased Premises, Tenant shall be liable for the remainder of the rent due under the lease until its expiration. If the Landlord relets the leased premises but is unable to relet the Leased Premises for as much rent as would have been paid by Tenant during the period between Tenant's abandonment and the end of the Term, Tenant shall be liable to Landlord for the difference. Landlord may also dispose of any property left by Tenant after abandonment without liability and apply the proceeds to reduce the difference.
16. **Legal Fees.** The successful party in a legal action or proceeding between Landlord and Tenant relating to the non-payment of rent or recovery of the Leased Premises, may if legally available recover reasonable legal fees and costs from the unsuccessful party.
17. **Quiet Enjoyment.** If the Tenant promptly pays the rent and obeys all of the other terms of this Lease, the Tenant may remain in and use the Leased Premises without interference by Landlord.
18. **Binding Obligations.** This lease agreement is binding on the Landlord and Tenant and those that lawfully succeed to their rights or take their place. Tenant and Landlord have both read this lease and all promises made by the parties are contained in this lease.
19. **Joint and Several Obligations.** If more than one person signs this Lease as Tenant, the obligation of all Tenants shall be joint and several, with each Tenant assuming full liability for all of the obligations under this agreement.
20. **No Waiver. XVII. Waiver.** No delay or failure by the Landlord in exercising any right under this lease agreement, and no partial or single exercise of any such right shall constitute a waiver (post or prospective) of that or any other right, unless otherwise expressly provided herein.
21. **Additional Terms and Conditions Agreed to by Both Parties.** The parties agree to make the Maintenance Addendum and Housing Standards Addendum

part of this lease. A violation of either addendum is a material breach of the lease.

This lease is effective when Landlord delivers a copy signed by all parties to the Tenant.

Landlord or Authorized Representative

Tenant

Tenant

Housekeeping Standards Addendum

Wabasso EDA
PO Box 60, Wabasso MN 56293
(Adopted _____, 2021)

Introduction

Maintaining a clean apartment is the responsibility of the resident. Repairs are a responsibility of management or the resident, depending on the nature of the damage or breakage. It is always the responsibility of the resident to report all deficiencies, damages, or breakages to the Wabasso EDA. The units are leased in good condition. However, if you observe a defect or deficiency during the move-in process, please notify Jim Jenniges. It is important that you call us when you need repairs. There is usually no charge for repairs unless you caused the damage. The Wabasso EDA fully expects normal wear and tear over time. There is never any charge for spraying insects or baiting rodents. Residents who are elderly or have a disability are cautioned to avoid doing any repairs or cleaning that might endanger their safety. Arrangement for assistance should be made by the resident.

Cleaning Standards

Cleaning is the responsibility of the resident.

All rooms

1. Walls and ceilings:
Surfaces shall be free from dirt, cobwebs, mold, adhesives and grime.
2. Floor, baseboards and corners:
Shall be free from the accumulation of dirt, grease, and built-up wax. Carpet shall be free of the accumulation of dirt, litter, paint and stains.
3. Windows and screens:
Glass shall be free from the accumulation of dust and dirt. The window frame and sills shall be free from dust, dirt and mold. Window tracks shall be free from dust, dirt and debris so that windows open and close smoothly. All window coverings shall be clean and not in ragged condition.
4. Doors, hardware, handrails and room trim:
Shall be free from accumulation of dust, dirt and grease. Sliding door tracks shall be free from dust and debris so that they slide smoothly.
5. Electrical fixtures, outlets and cover plates:
Shall be free from dust, grease and grime; and replaced if cracked or broken.
6. Heat register/air vents:
Shall be free of visible dust, dirt, debris, food, grease and grime; and replaced if damaged.
7. Trash:
Shall be disposed of properly and not left in the unit.
8. Air conditioning units:

Air conditioners, air conditioner filters and covers should be kept clean and in operable condition. Tenant will be charged for any air conditioning equipment that was in the unit at the time of occupancy and which is not in the unit at the time of move-out.

9. Entire unit:

Entire unit should be free of rodent and insect infestation.

Kitchen

1. Cabinets, cupboards, drawers, counter tops and pantry area:
Shall be free of grease, grime, sticky substances, dust, paint, food spills and splatters. Cabinets should not be overloaded. Storage under the sink should be limited to small or lightweight items to permit access for repairs.
2. Stove:
The entire outside and inside of the range and oven, including the knobs, drip pans, burners, grates, trim rings, the area under the drip pans, inside oven, racks and broiler pan shall be free of grease, dust, dirt, food spills and burnt-on substances.
3. Refrigerator:
The entire outside and inside surfaces including the racks, trays, shelves, etc., shall be free from food spills, sticky substances, spoiled foods and accumulations of frost.
4. Plumbing fixtures:
Shall be free from dirt, grease and grime; and free from drips and leaks.
5. Exhaust fan:
Should be free of grease and dust; and in good operation.
6. Sink:
Should be clean, free of grease, garbage and a large accumulation of dirty dishes.
7. Food storage area:
Should be neat and clean without spilled food.
8. Trash/garbage:
Should be stored in a container, preferably covered, until removed to the disposal area.

Bathroom

1. Shower walls, floor, tub, sink, medicine cabinet, etc.:
Shall be free from mold, dirt, grime or other residue. Where applicable, shower curtains must be in place and of adequate length to prevent water from running on the floor.
2. Toilet:
Inside and outside of toilet bowl, tank and seat shall be free from stains, dirt, grime and odors.
3. Accessories:
Towel bars, grab bars, shower seats, faucets, etc. shall be free from mold, dirt, grime and other residue. Bars, seats, and tissue holders should be securely fastened.
4. Exhaust fans:
Should be free of dust and in good operation.

Storage

1. Combustibles or highly flammable material shall not be stored in the dwelling unit or garage.
2. Perishable foods shall be properly refrigerated. All foods shall be properly stored and covered to discourage insect and rodent infestations.
3. All personal property shall be stored in a manner to allow proper air circulation and swift exit in case of emergency and in a manner that will not attract pests or create a health or fire hazard.
4. Closets should not be overstuffed as this may cause closet doors to come off the track.

Outdoor trash and garbage container

Tenants in in all EDA units are responsible for providing a covered, leak-proof trash and garbage container and for providing for garbage removal from the property. Tenants are required to place garbage in the container provided for that purpose.

Housekeeping standards outside the house or apartment

1. Yards must be free of debris, trash and abandoned or unlicensed cars. Exterior walls must be free of graffiti.
2. Steps (front and rear) must be clean and free of hazards.
3. Sidewalks must be clean and free of hazards. Tenants in single-family homes are responsible for promptly removing snow and ice from sidewalks.
4. Storm doors should be clean of accumulative dirt and dust, with glass and screens intact
5. Parking lot and driveway must be free of abandoned or unlicensed vehicles.
6. Hallways should be clean and free of hazards.
7. Stairwells should be clean and uncluttered.
8. Laundry areas should be clean and neat. Remove lint from dryers after use.
9. Utility room should be free of debris, motor vehicle parts and flammable materials.
10. Garage must be free of combustible, extremely flammable or other hazardous materials. Garage floor must be kept free of accumulations of grease and dirt. Any storage in garage must be in a neat and clean fashion to avoid rodent infestation or fire hazard.

I agree to abide by the terms of this addendum:

Tenant

Date

MAINTENANCE ADDENDUM

Routine and preventive maintenance items will not be charged to the tenant unless it is a maintenance item that is either:

- A. The result of not performing a maintenance task assigned to the tenant in the provisions of the dwelling lease. Such tasks include regular cleaning/housekeeping, changing light bulbs, resetting tripped circuit breakers, unplugging toilets, replacing electrical outlet/switch cover plates, etc.
- B. The result of damage caused by the tenant, the tenant's household or the tenant's guests. Damage must be beyond ordinary wear and tear of the unit.

Staff will replace smoke detectors and/or smoke detector batteries when the detector is inoperable, when the battery no longer works or in accordance with a preventive maintenance schedule. However, as stated in the lease, it is the resident's responsibility to inform staff when smoke detectors are inoperable. If while performing other repairs or inspections, staff finds that a smoke detector is inoperable and the resident has not submitted a work order request for the repair, the resident will be charged a fee for failing to report a circumstance to the unit that threatens the health and/or safety of the residents, neighbors and the structure.

The following charges are established for maintenance items required to be paid by the tenant:

| | |
|--|--------------------------------------|
| Light bulbs (except for long fluorescent bulbs) | \$3.00/bulb |
| Light bulb change (except for long fluorescent bulbs) | \$3.00/bulb + \$25/service call |
| Electrical switch/outlet coverplates | \$5.00/coverplate |
| Electrical switch/outlet coverplates replacement | \$5.00/cover + \$25/service call |
| Resetting tripped circuit breakers (Except where tenants do not have access to breaker panel) | \$25 per service call |
| Additional key beyond 2 sets per household keys are lost | \$20/key + cost of changing locks if |
| Replace lost key | \$20/key |
| Replace lost mail key | \$20/key |
| Replace torn/bent screens | \$50/screen |
| Replace damaged window blinds | \$75/blind or Actual Cost if greater |
| Replace damaged cabinet door/drawer | \$50 |
| Repair hole/damage to wall | \$25 minimum |
| Repair damaged door | \$100 |
| Flooring | Actual Cost |
| Lockouts | \$25/service call |
| Failure to report inoperable smoke detectors | \$25/occurrence |
| All Units are non-smoking. | \$250 fee |

If smoking occurs in the unit during your tenancy a cleaning fee will be billed.

Repair damaged wall

Work performed by outside contractors

Actual hourly rate charged by contractor + materials

All other items
(\$25 minimum)

\$45/hour + actual cost of materials

Tenants will be charged for these items during annual inspections, as well as during tenant-requested services. Service call charges (not materials charges will only be waived in the following circumstances:

- A. During annual inspections when staff can perform the work at the time of the inspection. Typically, this will only apply to things such as light bulb replacement, and coverplate replacement. The tenant will still be charged for the cost of materials associated with these tasks.
- B. The tenant has filed a written request for a reasonable accommodation of a disability, accompanied by a doctor's statement testifying that the tenant cannot perform the required maintenance activity because of a disability.

UNIT TURNOVER MAINTENANCE CHARGES

Tenants will be charged for unit turnover maintenance and cleaning charges for items not noted on the move-in inspection report and/or determined to be beyond ordinary wear and tear of the unit.

A. Painting

If extra work is required to address damage resulting from holes in sheetrock, writing on walls or other damage to the walls/ceilings, including priming the walls and/or using more than one coat of paint, the tenant shall be charged for the costs associated with the additional work.

B. Cleaning

Units typically require 3 hours of routine turnover cleaning. Tenants will be charged for any cleaning costs in excess of 3 hours or for cleaning that is above and beyond normal wear and tear of the unit (\$25/hour rate).

C. Appliances, Cabinets, Flooring and Other Equipment and Fixtures

If entire appliances, cabinets, flooring or other equipment and fixtures in a room or unit must be replaced at unit turnover, tenants will be charged a pro-rated amount for replacement if the item has not met its expected useful life. For replacement of these items that have not met their useful life, the following formula will be used to determine the amount to charge the tenant:

- Determine the cost of the replacement item
- Divide the cost of the replacement item by the number of years in the expected useful life as determined by HUD

- Multiply that amount by the difference in the age of the item being replaced and the useful life of the item. This amount will be charged to the tenant.

If replacement is required of appliance/equipment parts or pieces of flooring (e.g., crisper covers, oven knobs, drip pans, a few pieces of tile) as a result of use beyond ordinary wear and tear on items that are less than seven years old, the tenant shall be charged for the direct replacement costs associated with these items.

D. Other

Tenants will be charged for all other maintenance and cleaning items that are beyond ordinary wear and tear of the unit. Tenants will be charged in accordance with the schedule of charges identified above.

By affixing my signature to this document I hereby affirm and certify that I have read and understand the Tenant Charges for Maintenance Services policy of the Wabasso EDA. I further understand and agree that these charges may be applied against my rental account with the EDA and are due and payable in full within 14 days of being encumbered by my household and in accordance with the policy. It is understood that the EDA may, but is not required to, consider a repayment agreement in lieu of full payment to repay any amounts encumbered by my household for maintenance charges as identified in this policy.

Head of Household

Date

Other adult household member

Date

Wabasso EDA

Date

EDA
PO Box 60
Wabasso, MN 12311
507 342-5519

| Acct ID | NAME | ADDRESS | CITY / STATE | PHONE | Due Date | Begin / End Principal Bal | Cur Prin Bal | | |
|------------------|-----------------|--------------------|---------------------|-------|-------------|------------------------------|--------------|--------------------------|-----------|
| 0000005 | BART PROPERTIES | 26140 120TH STREET | LAMBERTON, MN 56152 | | 07/14/21 | | | | |
| Date | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru | Principal |
| 1/6/2021 | 1 1335 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 67.17 | Feb/2021 | 415.63 |
| 2/2/2021 | 1 1339 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 66.13 | Mar/2021 | 416.67 |
| 3/3/2021 | 1 1345 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 65.09 | Apr/2021 | 417.71 |
| 4/6/2021 | 1 1348 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 64.05 | May/2021 | 418.75 |
| 5/3/2021 | 1 1354 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 63.00 | Jun/2021 | 419.80 |
| | | | | | | | | | |
| | | | | | 0.00 | 0.00 | 0.00 | 325.44 | 2,088.56 |
| Bal - 05/31/2021 | | | | | \$24,780.87 | | | Tot Received: \$2,414.00 | |

| 0000010 | | CHAD RUPRECHT | | 739 MAIN STREET | | WABASSO, MN 56293 | | 507-342-6328 | | 06/21/21 | |
|------------------|------|---------------|--------|-----------------|------|-------------------|----------|--------------|-----------|--------------------------|--|
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Principal | Pd Thru | |
| 1/23/2021 | 1 | 2225 | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 50.52 | 349.48 | Jan/2021 | |
| 2/3/2021 | 1 | 2256 | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 49.64 | 350.36 | Feb/2021 | |
| 3/19/2021 | 1 | 2322 | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48.77 | 351.23 | Mar/2021 | |
| 4/14/2021 | 1 | 2356 | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 47.89 | 352.11 | Apr/2021 | |
| 5/19/2021 | 1 | 2422 | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 47.01 | 352.99 | May/2021 | |
| Bal - 05/31/2021 | | | | 0.00 | 0.00 | 0.00 | 0.00 | 243.83 | 1,756.17 | | |
| | | | | | | | | | | Tot Received: \$2,000.00 | |

| 00000002-2 | DEEM, INC | | P O Box 133 | | | Wabasso, MN | | 06/21/21 | |
|--|-----------|---------|-------------|-----------|------|-------------|----------|----------|--------------------------|
| Date | Code | Check # | Ami | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Principal |
| 1/4/2021 | 1 | 14352 | 357.27 | 0.00 | 0.00 | 0.00 | 0.00 | 49.81 | 307.46 |
| 2/1/2021 | 1 | 14445 | 357.27 | 0.00 | 0.00 | 0.00 | 0.00 | 49.04 | 308.23 |
| 2/24/2021 | 1 | 14487 | 357.27 | 0.00 | 0.00 | 0.00 | 0.00 | 48.27 | 309.00 |
| 4/1/2021 | 1 | 14530 | 357.27 | 0.00 | 0.00 | 0.00 | 0.00 | 47.50 | 309.77 |
| 5/3/2021 | 1 | 14612 | 357.27 | 0.00 | 0.00 | 0.00 | 0.00 | 46.72 | 310.55 |
| Bal - 05/31/2021 \$18,379.29 - Totals: | | | | | | | | | 1,545.01 |
| | | | | | | | | | \$18,379.29 |
| | | | | | | | | | Tot Received: \$1,786.35 |

| 0000002 | DEEM, Inc | P O Box 133 | | | | Wabasso, MN 56293 | | 507-342-2006 | | 06/21/21 |
|--------------------------|-----------|-------------|--------|-----------|------|-------------------|----------|--------------|-----------|----------|
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Principal | Pd Thru |
| 1/4/2021 | 1 | 14351 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 68.45 | 414.35 | Jan/2021 |
| 2/1/2021 | 1 | 14444 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 67.42 | 415.38 | Feb/2021 |
| 2/24/2021 | 1 | 14486 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 66.38 | 416.42 | Mar/2021 |
| 4/1/2021 | 1 | 14529 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 65.34 | 417.46 | Apr/2021 |
| 5/3/2021 | 1 | 14613 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 64.29 | 418.51 | May/2021 |
| Bal - 05/31/2021 | | | 0.00 | | 0.00 | 0.00 | 0.00 | 331.88 | 2,082.12 | |
| Tot Received: \$2,414.00 | | | | | | | | | | |
| \$25,298.46 | | | | | | | | | | |

| 0000011 | JENNIGES GAS & DIESEL | | | | | | 1230 OAK STREET | WABASSO, MN 56293 | | 507-342-5104 | 05/14/21 |
|----------------|----------------------------------|---------|--------|-----------|------|----------|------------------------|--------------------------|-----------|---------------------|-----------------|
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recy | Esc Disb | Interest | Principal | Pd Thru | |
| 1/8/2021 | 1 | 5786 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 45.09 | 254.91 | Dec/2020 | \$18,035.66 |
| 2/8/2021 | 1 | 5838 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 44.45 | 255.55 | Jan/2021 | \$16,785.69 |

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PO Box 60
Wabasso, MN 12311
507 342-5519

| Continued From Last Page | | | | | | | | | |
|---|------|---------|---------|-----------|--------------|----------|----------|----------|------------------------------|
| Acct ID | NAME | | ADDRESS | | CITY / STATE | | PHONE | | Begin / End Principal Bal |
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru |
| 3/12/2021 | 1 | 5895 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 43.81 | Feb/2021 |
| 4/20/2021 | 1 | 005945 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 58.64 | Mar/2021 |
| 5/3/2021 | 1 | 5987 | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 58.04 | Apr/2021 |
| Bal - 05/31/2021 \$16,785.69 - Totals: | | | | | | | | | |
| Tot Received: \$1,500.00 | | | | | | | | | |
| | | | | | | | | | |
| 0000011-2 JENNIGES GAS & DIESEL INC 1230 OAK STREET WABASSO, MN 56293 507-342-5104 05/08/21 | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru |
| 1/8/2021 | 1 | 5785 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 38.25 | Dec/2020 |
| 2/8/2021 | 1 | 5837 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 37.25 | Jan/2021 |
| 3/12/2021 | 1 | 5894 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 36.25 | Feb/2021 |
| 4/20/2021 | 1 | 005944 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 35.24 | Mar/2021 |
| 5/3/2021 | 1 | 5986 | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 34.24 | Apr/2021 |
| Bal - 05/31/2021 \$13,356.77 - Totals: | | | | | | | | | |
| Tot Received: \$2,500.00 | | | | | | | | | |
| | | | | | | | | | |
| 0000007 JONTI-CRAFT 171 STATE HWY 68 WABASSO, MN 56293 507-342-5169 06/25/21 | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru |
| 1/20/2021 | 1 | 193262 | 3886.28 | 0.00 | 0.00 | 0.00 | 0.00 | 434.72 | Jan/2021 |
| 2/22/2021 | 1 | 193505 | 3886.28 | 0.00 | 0.00 | 0.00 | 0.00 | 427.53 | Feb/2021 |
| 3/19/2021 | 1 | 193753 | 3886.28 | 0.00 | 0.00 | 0.00 | 0.00 | 420.32 | Mar/2021 |
| 4/14/2021 | 1 | 193983 | 3886.28 | 0.00 | 0.00 | 0.00 | 0.00 | 413.10 | Apr/2021 |
| 5/17/2021 | 1 | 194257 | 3886.28 | 0.00 | 0.00 | 0.00 | 0.00 | 405.87 | May/2021 |
| Bal - 05/31/2021 \$191,335.97 - Totals: | | | | | | | | | |
| Tot Received: \$19,431.40 | | | | | | | | | |
| | | | | | | | | | |
| 0000007-2 JONTI-CRAFT 171 STATE HWY 68 WABASSO, MN 56293 507-342-5169 05/25/21 | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru |
| 1/20/2021 | 1 | 193262 | 120.19 | 0.00 | 0.00 | 0.00 | 0.00 | 13.67 | Dec/2020 |
| 2/22/2021 | 1 | 193505 | 120.19 | 0.00 | 0.00 | 0.00 | 0.00 | 13.45 | Jan/2021 |
| 3/19/2021 | 1 | 193793 | 120.19 | 0.00 | 0.00 | 0.00 | 0.00 | 13.22 | Feb/2021 |
| 4/14/2021 | 1 | 103983 | 120.19 | 0.00 | 0.00 | 0.00 | 0.00 | 13.00 | Mar/2021 |
| 5/17/2021 | 1 | 194257 | 120.19 | 0.00 | 0.00 | 0.00 | 0.00 | 12.78 | Apr/2021 |
| Bal - 05/31/2021 \$6,025.54 - Totals: | | | | | | | | | |
| Tot Received: \$600.95 | | | | | | | | | |
| | | | | | | | | | |
| 0000006 MID COUNTY AG SERVICES 182 STATE HWY 68 WABASSO, MN 56293 507-342-5169 06/20/21 | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chgs | L/C | Esc Recv | Esc Disb | Interest | Pd Thru |
| 1/19/2021 | 1 | 1253 | 242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 52.46 | Nov/2020 |
| 2/12/2021 | 1 | 1266 | 242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 51.99 | Dec/2020 |
| 3/9/2021 | 1 | 1303 | 242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 51.52 | Mar/2021 |
| Bal - 05/31/2021 \$20,745.83 - Totals: | | | | | | | | | |
| Tot Received: \$19,789.79 | | | | | | | | | |

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507 342-5519

| Continued From Last Page | | | | | | | | | | Begin / End | |
|---|------|----------|---------|-----------|--------------|----------|----------|----------|-----------|---------------|--------------|
| Acct ID | NAME | | ADDRESS | | CITY / STATE | | PHONE | | Due Date | Principal Bal | Cur Prin Bal |
| Date | Code | Check # | Amt | Misc Chas | L/C | Esc Recy | Esc Disb | Interest | Principal | Pd Thru | |
| 4/14/2021 | 1 | 1316 | 242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48.04 | 193.96 | Apr/2021 | \$19,789.79 |
| 5/11/2021 | 1 | 1318 | 242.00 | 0.00 | 0.00 | 0.00 | 0.00 | 49.95 | 192.05 | May/2021 | |
| Bal - 05/31/2021 \$19,789.79 - Totals: | | | | | | | | | | | |
| | | | | | | | | | | Tot Received: | \$1,210.00 |
| 00000001 Novak Matt J PO Box 39 Wabasso, MN 56293 507-342-5181 06/01/21 | | | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chas | L/C | Esc Recy | Esc Disb | Interest | Principal | Pd Thru | |
| 1/1/2021 | 1 | 01012021 | 362.10 | 0.00 | 0.00 | 0.00 | 0.00 | 52.77 | 309.33 | Jan/2021 | \$21,109.00 |
| 2/1/2021 | 1 | 02042020 | 362.10 | 0.00 | 0.00 | 0.00 | 0.00 | 52.00 | 310.10 | Feb/2021 | |
| 3/1/2021 | 1 | 000000 | 362.10 | 0.00 | 0.00 | 0.00 | 0.00 | 51.22 | 310.88 | Mar/2021 | |
| 4/1/2021 | 1 | 000001 | 362.10 | 0.00 | 0.00 | 0.00 | 0.00 | 50.45 | 311.65 | Apr/2021 | \$19,554.61 |
| 5/1/2021 | 1 | 000001 | 362.10 | 0.00 | 0.00 | 0.00 | 0.00 | 49.67 | 312.43 | May/2021 | |
| Bal - 05/31/2021 \$19,554.61 - Totals: | | | | | | | | | | | |
| | | | | | | | | | | Tot Received: | \$1,810.50 |
| 00000003 SAFE STORAGE LLC #2 587 HOPE STREET Wabasso, MN 06/05/21 | | | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chas | L/C | Esc Recy | Esc Disb | Interest | Principal | Pd Thru | |
| 1/1/2021 | 1 | 010121 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 482.80 | Dec/2020 | \$38,723.13 |
| 2/1/2021 | 1 | 02012021 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 100.84 | 382.16 | Jan/2021 | \$40,740.30 |
| 3/22/2021 | 1 | 000000 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 99.69 | 383.11 | Mar/2021 | |
| 4/1/2021 | 1 | 100 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 98.73 | 384.07 | Apr/2021 | \$38,723.13 |
| 5/1/2021 | 1 | 000001 | 482.80 | 0.00 | 0.00 | 0.00 | 0.00 | 97.77 | 385.03 | May/2021 | |
| Bal - 05/31/2021 \$38,723.13 - Totals: | | | | | | | | | | | |
| | | | | | | | | | | Tot Received: | \$2,414.00 |
| 00000009 WABASSO ELECTRIC MOTOR L 1235 OAK STREET WABASSO, MN 56293 507-342-3701 06/06/21 | | | | | | | | | | | |
| Date | Code | Check # | Amt | Misc Chas | L/C | Esc Recy | Esc Disb | Interest | Principal | Pd Thru | |
| 1/4/2021 | 1 | 8936 | 251.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.25 | 219.75 | Jan/2021 | \$11,394.38 |
| 2/1/2021 | 1 | 8958 | 251.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30.70 | 220.30 | Feb/2021 | \$12,498.65 |
| 3/2/2021 | 1 | 8980 | 251.00 | 0.00 | 0.00 | 0.00 | 0.00 | 30.15 | 220.85 | Mar/2021 | |
| 4/2/2021 | 1 | 7102 | 251.00 | 0.00 | 0.00 | 0.00 | 0.00 | 29.59 | 221.41 | Apr/2021 | \$11,394.38 |
| 5/4/2021 | 1 | 7132 | 251.00 | 0.00 | 0.00 | 0.00 | 0.00 | 29.04 | 221.96 | May/2021 | |
| Bal - 05/31/2021 \$11,394.38 - Totals: | | | | | | | | | | | |
| | | | | | | | | | | Tot Received: | \$1,255.00 |

| Grand Totals: | | | | | Total Misc | Total L/C | Tot Esc Rec | Tot Esc Dis | Total Interest | Total Principal |
|---------------|--|--|--|--|-----------------------------|-----------|-------------|-------------|----------------|-----------------|
| | | | | | 0.00 | 0.00 | 0.00 | 0.00 | 4,799.04 | 34,537.16 |
| | | | | | Grand Tot Rcvd: \$39,336.20 | | | | | |

Total Balances As Of - 05/31/2021 \$403,874.88 (For This Printed List)
CURRENT ACTUAL TOTAL NOTES RECEIVABLE TODAY: \$403,874.88
Monthly Pmts Received = 60
12 ACTUAL ACTIVE ACCOUNTS
(For This Printed List) Grand Total Current Balances: \$403,874.88
Tot Prin Bal As Of 05/31/2021: 403,874.88

EDA Monthly Payment Schedule**as of** **5/31/2021**

| <u>Name</u> | <u>Pmt Due</u> | <u>Pmt Amt</u> | <u>Int</u> | <u>Prin Amt</u> | | <u>Maturity Date</u> | <u>Date of Last Payment</u> | <u>Next Payment Due</u> |
|----------------------------|-----------------------|-----------------------|-------------------|-----------------------------|--------|-----------------------------|------------------------------------|--------------------------------|
| Bart Properties Llc | 14th | \$ 482.80 | 3% | \$ 24,780.87 | EDA II | 7/14/2025 | 5,3/2021 | 6/14/2021 |
| DEEM, Inc | 21st | \$ 482.80 | 3% | \$ 25,298.46 | EDA | 5/21/2025 | 5/3/2021 | 6/21/2021 |
| DEEM, Inc | 21st | \$ 357.27 | 3% | \$ 18,379.29 | EDA | 5/21/2025 | 5/3/2021 | 6/21/2021 |
| Jonti-Craft | 25th | \$ 3,886.28 | 2.5% | \$ 191,335.97 | EDA | 9/25/2025 | 5/17/2021 | 6/25/2021 |
| Jonti-Craft | 25th | \$ 120.19 | 2.5% | \$ 6,025.54 | EDA II | 9/25/2025 | 5/17/2021 | 6/25/2021 |
| Jenniges Gas & Diesel | 8th | \$ 500.00 | 1% | \$ 13,356.77 | EDA | 12/8/2023 | 5/3/2021 | 6/8/2021 |
| Jenniges Gas & Diesel | 14th | \$ 300.00 | 3% | \$ 16,785.69 | EDA | 12/11/2026 | 5/3/2021 | 6/14/2021 |
| Wabasso Elettric Motor LLC | 6th | \$ 251.00 | 3% | \$ 11,394.38 | EDAI | 8/6/2024 | 5/4/2021 | 6/6/2021 |
| Matt Novak | 1st | \$ 362.10 | 3% | \$ 19,554.61 | EDA II | 8/4/2026 | 5/1/2021 | 6/1/2021 |
| Chad Ruprecht | 21st | \$ 400.00 | 3% | \$ 18,450.38 | EDA II | 5/21/2028 | 5/19/2021 | 6/21/2021 |
| Safe Storage 2 | 5th | \$ 482.80 | 3% | \$ 38,723.13 | EDA | 10/5/2028 | 5/1/2021 | 6/5/2021 |
| Mid County Ag Services | 20th | \$ 242.00 | 3% | \$ 19,789.79 | EDA I | 11/20/2028 | 5/11/2021 | 6/20/2021 |
| Totals | | \$ 7,867.24 | | <u><u>\$ 403,874.88</u></u> | | | | |

| | | |
|--------------------|---------------|------------------------------|
| EDAI Daily Savings | \$ 331,021.77 | FROM MONTHLY BANK STATEMENTS |
| EDAI Daily Savings | \$ 78,148.22 | FROM MONTH |
| EDA-WDC | \$ 39,805.61 | FROM MONTHLY BANK STATEMENTS |
| | \$ 448,975.60 | |

EDA General Fund

| | |
|---------------------------|---------------------|
| Beginning Balance | \$ 43,955.40 |
| Plus Deposits Outstanding | |
| Interest Earnings | \$ 1.81 |
| Checks Cleared | \$ - |
| Less Outstanding Checks | \$ - |
| Ending Balance | <u>\$ 43,957.21</u> |

| | |
|-----------------------------|----------------------|
| CD # 115009 renewal 12-9-19 | \$ 28,446.81 |
| CD #33649 | \$ 50,186.34 |
| | <u>\$ 78,633.15</u> |
| CD Total | |
| EDA General Total | <u>\$ 122,590.36</u> |

EDA Dewey Street

| | |
|------------------------------------|---------------------|
| Beginning Balance | \$ 65,870.37 |
| Plus Deposits Outstanding interest | |
| rents | \$ 2,875.00 |
| Security Deposit | \$ - |
| Less Checks /Outstanding | |
| Repairs and Maint | \$ 710.77 |
| Insurance | \$ 750.88 |
| Property Taxes | \$ 1,895.00 |
| Loan Payment | \$ 2,000.00 |
| | <u>\$ 63,388.72</u> |

| | | |
|----------------------------|-------------------------|---------------------|
| EDA Eastvail Sales Account | Starting Balance | \$ 33,580.87 |
| | Interest on investments | \$ - |
| | | <u>\$ 33,580.87</u> |

| | | | |
|-----------------------------|-----------|--------------|----------------|
| Dewey Street Townhomes Loan | 5/29/2021 | \$ 32,997.40 | 2.8 % interest |
|-----------------------------|-----------|--------------|----------------|

EDA I

5/31/2021

Balance Sheet

| | Balance 5/01/21 | Adj. | Balance 5/31/21 |
|---------------------|----------------------|---------------|----------------------|
| Assets | | | |
| Cash | \$ 324,770.62 | 6,251.15 | \$ 331,021.77 |
| Notes Receivable | \$ 329,153.66 | (5,494.27) | \$ 323,659.39 |
| Total Assets | \$ 653,924.28 | 756.88 | \$ 654,681.16 |

| | | | |
|--------------------------|-------------|-------------|-------------|
| Liabilities | \$ - | \$ - | \$ - |
| Total Liabilities | \$ - | \$ - | \$ - |

| | | | |
|--------------------------------|----------------------|--|----------------------|
| Assets less Liabilities | \$ 653,924.28 | | \$ 654,681.16 |
|--------------------------------|----------------------|--|----------------------|

Principal Payments Monthly

| | |
|--------------------------------|--------------------|
| Deem 1 | \$ 310.55 |
| Deem 2 | \$ 418.51 |
| Jenniges Gas & Diesel 1 | \$ 241.96 |
| Jenniges Gas & Diesel 2 | \$ 465.76 |
| Jonti-Craft 1 | \$ 3,480.41 |
| Mid Country Ag Services | \$ 192.05 |
| Safe Storage #2 | \$ 385.03 |
| Total Principal Payment | \$ 5,494.27 |

Principal Payments Year to Date

| | |
|---------------------------------|---------------------|
| Deem 1 | \$ 1,545.01 |
| Deem 2 | \$ 2,082.12 |
| Jenniges Gas & Diesel 1 | \$ 1,249.97 |
| Jenniges Gas & Diesel 2 | \$ 2,318.77 |
| Jonti-Craft 1 | \$ 17,329.86 |
| Mid Country Ag Services | \$ 956.04 |
| Safe Storage #2 | \$ 2,017.17 |
| Total Principal Payments | \$ 27,498.94 |

New Loans

| |
|-------------|
| \$ - |
| \$ - |
| \$ - |

Income Statement

Income

Interest on Loans Monthly

| | |
|-------------------------------|------------------|
| Deem 1 | \$ 46.72 |
| Deem 2 | \$ 64.29 |
| Jenniges Gas & Diesel 1 | \$ 34.24 |
| Jenniges Gas & Diesel 2 | \$ 58.04 |
| Jonti-Craft 1 | \$ 405.87 |
| Mid Country Ag Services | \$ 49.95 |
| Safe Storage #2 | \$ 97.77 |
| Total Interest Payment | \$ 756.88 |

Interest on Loans Monthly

| | |
|--------------------------------|--------------------|
| Deem 1 | \$ 241.34 |
| Deem 2 | \$ 331.88 |
| Jenniges Gas & Diesel 1 | \$ 181.23 |
| Jenniges Gas & Diesel 2 | \$ 250.03 |
| Jonti-Craft 1 | \$ 2,101.54 |
| Mid Country Ag Services | \$ 253.96 |
| Safe Storage #2 | \$ 396.83 |
| Total Interest Payments | \$ 3,756.81 |

Savings Interest

| | | |
|-----------|-----------------|-------------|
| Quarter 1 | \$ 74.25 | \$ 6,325.40 |
| Quarter 2 | \$ - | |
| Quarter 3 | \$ - | |
| Quarter 4 | \$ - | |
| | \$ 74.25 | |

Total Income \$ 831.13

Expenses

| | |
|----------------------------|-------------|
| Interest Payment | \$ - |
| | \$ - |
| | \$ - |
| Other Misallocated deposit | \$ - |
| Total Expense | \$ - |

Net Income \$ 831.13

EDA II

5/31/2021

Balance Sheet

| | Balance 5/1/21 | Adj. | Balance 5/31/21 |
|------------------|-------------------|------------|--------------------|
| Assets | | | |
| Cash | \$ 76,532.13 | 1,616.09 | \$ 78,148.22 |
| Notes Receivable | \$ 81,620.37 | (1,414.59) | \$ 80,205.78 |
| Total Assets | \$ 158,152.50 | 219.03 | \$ 158,354.00 |

Liabilities

\$ - \$ - \$ -

Total Liabilities

\$ - \$ - \$ -

Assets less Liabilities

\$ 158,152.50 \$ 158,354.00

Principal Payments Monthly

| | |
|--------------------------|-------------|
| Bart Properties | \$ 419.80 |
| Chad Ruprecht | \$ 352.99 |
| Jonti-Craft | \$ 107.41 |
| Novak Law | \$ 312.43 |
| Wabbasso Electric Motor | \$ 221.96 |
| Total Principal Payments | \$ 1,414.59 |

Principal Payments Year to Date

| | |
|--------------------------|-------------|
| Bart Properties | \$ 2,088.56 |
| Chad Ruprecht | \$ 1,756.17 |
| Jont-Craft | \$ 534.83 |
| Novak Law | \$ 1,554.39 |
| Wabbasso Electric Motor | \$ 1,104.27 |
| Total Principal Payments | \$ 7,038.22 |

New Loans

\$ -
\$ -
\$ -

Income Statement**Income****Interest on Loans Monthly**

| | |
|-------------------------|-----------|
| Bart Properties | \$ 63.00 |
| Chad Ruprecht | \$ 47.01 |
| Jonti-Craft | \$ 12.78 |
| Novak Law | \$ 49.67 |
| Wabbasso Electric Motor | \$ 29.04 |
| | \$ - |
| | \$ - |
| Total Interest Payments | \$ 201.50 |

Interest on Loans Monthly

| | |
|-------------------------|-------------|
| Bart Properties | \$ 325.44 |
| Chad Ruprecht | \$ 243.83 |
| Jont-Craft | \$ 66.12 |
| Novak Law | \$ 256.11 |
| Wabbasso Electric Motor | \$ 150.73 |
| | \$ - |
| | \$ - |
| Total Interest Payments | \$ 1,042.23 |

Savings Interest

| | |
|-----------|-----------------|
| Quarter 1 | \$ 17.53 |
| Quarter 2 | |
| Quarter 3 | |
| Quarter 4 | |
| | <u>\$ 17.53</u> |

Total Income

\$ 219.03

Expenses

| | |
|------------------|-------------|
| Interest Payment | \$ - |
| | \$ - |
| | \$ - |
| Other | \$ - |
| Total Expense | <u>\$ -</u> |

Net Income

\$ 219.03

City of Wabasso
City of Wabasso-Vendor Claims

| Search Name | Fund Descr | Dept | Dept Descr | Object | Object Descr | Amount | Claim Nbr |
|----------------------|----------------|-------|------------------|--------|--------------------------|------------|-----------|
| Claim Nbr 1824 | | | | | | | |
| BDI | EDA DEWEY STRE | 46500 | Economic Develop | 217 | Other Operating Supplies | \$45.48 | 1824 |
| Claim Nbr 1824 | | | | | | \$45.48 | |
| Claim Nbr 1825 | | | | | | | |
| MINNWEST BANK | EDA DEWEY STRE | 46500 | Economic Develop | 625 | Loans | \$2,000.00 | 1825 |
| Claim Nbr 1825 | | | | | | \$2,000.00 | |
| Claim Nbr 1883 | | | | | | | |
| LARRY THOMPSON | EDA GENERAL FU | 46500 | Economic Develop | 430 | Miscellaneous (GENERAL) | \$74.75 | 1883 |
| Claim Nbr 1883 | | | | | | \$74.75 | |
| Claim Nbr 1884 | | | | | | | |
| LENDING PRO SOFTWARE | EDA GENERAL FU | 46500 | Economic Develop | 306 | Service Contract | \$75.00 | 1884 |
| Claim Nbr 1884 | | | | | | \$75.00 | |
| Claim Nbr 1885 | | | | | | | |
| NOVAK LAW | EDA GENERAL FU | 46500 | Economic Develop | 304 | Legal Fees | \$255.00 | 1885 |
| Claim Nbr 1885 | | | | | | \$255.00 | |
| | | | | | | \$2,450.23 | |

City of Wabasso

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Checks for Month

May 2021

EDA Dewey St Checkin Begin Mth \$65,869.84

| CHECK | Vendor Name | Check Date | Check Amt | Source | Comment | Balance |
|---------|--------------------------|-------------|-------------|---------------|-----------------------------|-------------|
| Deposit | 050321REC | 5/3/2021 | \$75.00 | 050321REC | April May June Rent - Short | \$65,944.84 |
| Deposit | 050421REC | 5/4/2021 | \$1,400.00 | 050421REC | | \$67,344.84 |
| 001823 | REDWOOD CO AUDITOR/TR | 5/5/2021 | -\$1,895.00 | 042921PAYEDA | Real Estate Taxes | \$65,449.84 |
| 001822 | MINNWEST BANK | 5/5/2021 | -\$2,000.00 | 042921PAYEDA | Loan Payment | \$63,449.84 |
| 001821 | LMCIT BERKLEY RISK SERVI | 5/5/2021 | -\$750.68 | 042921PAYEDA | Liability Insurance | \$62,699.16 |
| 001820 | LARRY THOMPSON | 5/5/2021 | -\$12.20 | 042921PAYEDA | Reimbursement-House Nu | \$62,686.96 |
| 001819 | BAUNE PLUMBING & HEATIN | 5/5/2021 | -\$698.57 | 042921PAYEDA | 2 new toilets | \$61,988.39 |
| Deposit | 050721RECMISC | 5/7/2021 | \$1,400.00 | 050721RECMISC | Rent | \$63,388.39 |
| | Deposits | \$2,875.00 | | | | |
| | Checks | -\$5,356.45 | | | | |
| | | | -\$2,481.45 | | | |

FILTER: [Cash Act]='10104' and [Period]=5 and [Act Year]='2021'