Regular Renaissance Zone Review Board Meeting
Thursday, October 23, 2025, at 9:00 AM
Finance Conference Room, City Hall (10 3rd Ave SW)
Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. CALL TO ORDER/ROLL CALL

2. ADOPT MEETING MINUTES

   2.1. ADOPT THE MEETING MINUTES OF THE AUGUST 28, 2025 REGULAR MEETING

3. RENAISSANCE ZONE APPLICATIONS

   3.1. FINAL APPROVAL: M-103 BY BRADLEY SHIMFESSEL FOR A FIVE-YEAR PROPERTY TAX ABATEMENT FOR IMPROVEMENTS ON PROPERTY LOCATED AT 1924 3RD STREET NW

4. FACADE IMPROVEMENT PROGRAM APPLICATIONS

   4.1. FI-15: A REQUEST BY AKSAL GROUP FOR A TIME EXTENSION TO COMPLETE FACADE IMPROVEMENT WORK BY JUNE 30, 2027.

   4.2. FI-16: A REQUEST BY FIVE AND TWO VENTURES, LLC FOR A FACADE IMPROVEMENT FORGIVABLE LOAN IN THE AMOUNT OF $100,000 FOR FACADE IMPROVEMENTS PROPOSED AT 13 1ST STREET SE.

   4.3. FI-17: A REQUEST BY THE MINOT HOUSING AUTHORITY FOR A FACADE IMPROVEMENT FORGIVABLE LOAN IN THE AMOUNT OF $105,000 FOR FACADE IMPROVEMENTS PROPOSED AT 108 E. BURDICK

   4.4. FY 2026 BUDGET UPDATE

5. OTHER BUSINESS

   5.1. ADOPT 2026 MEETING CALENDAR

6. NEXT SCHEDULED MEETING

   6.1. THURSDAY, NOVEMBER 20, 2025 @ 9:00 AM

7. ADJOURNMENT

On August 28, 2025, a Regular Renaissance Zone Review Board Meeting of the Minot Renaissance Zone Review Board was held in the Finance Conference Room, City Hall (10 3rd Ave SW). called the meeting to order at 08:59 AM.

1. CALL TO ORDER/ROLL CALL

Members Present: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman

Members Absent: Jill Ward

2. ADOPT MEETING MINUTES

2.1. ADOPT THE JUNE 26, 2025 MEETING MINUTES

The motion to Approve June 26, 2025 Regular Meeting Minutes was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Hugret and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman; nays: None.

3. RENAISSANCE ZONE APPLICATIONS

3.1. CLOSE OUT INACTIVE RENAISSANCE ZONE CASES

There are 20 inactive cases. Currently of those 20, only 4 have the original owners. Mr. Billingsley reached out to those owners and came to the conclusion the applications weren't going to be moving forward. Mr. Billinsley recommended that we close out all 20 of the inactive cases. The board was reminded that in 2021 in had become a condition that all projects were to be finished in 3 years.
The motion to Close out all 20 of the inactive cases was initiated by Renaissance Zone Board Member Fedorchak seconded by Renaissance Zone Board Member Lyman and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman; nays: None.

4. FACADE IMPROVEMENT PROGRAM APPLICATIONS

4.1. FI-13 - TIME EXTENSION REQUEST (221 S. MAIN ST.)

The applicant requested an extension on the project to October 31, 2025, to wrap up the remaining projects.
The board was reminded that all applicants are able to request up to a 7-month extension and the applicants are only asking for an additional 2 months.
The motion to Approve the 2 month extension was initiated by Renaissance Zone Board Member Hugret seconded by Renaissance Zone Board Member Fedorchak and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman; nays: None.

5. OTHER BUSINESS

5.1. FACADE IMPROVEMENT PROGRAM MATCH AND CAP ADJUSTMENTS AND SUNSET DATE

City Council and the Economic Development Review Team Committee recommend changes to the program.
The recommendation is to increase the match, lower the cap and set a sunset date on the program.
Proposal A is to change the match to 65/35 and lower the cap for the single/double facade to $80,000/$150,000.
Proposal B is to change the match to 60/40 and lower the cap for the single/double facade to $75,000/$140,000.
Proposal A would have saved $22,000 from the current projects and Proposal B would have saved $30,000.
The board asked if we should contact past applicants and show them the differences their project would have cost and see if they would still have moved forward with the project.
The motion to Approve Proposal B was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Fedorchak. Mark Lyman amended his motion to: hold the current match and cap until December 31, 2026, then January 1, 2027. Proposal B would come into effect until December 31, 2028. The sunset date would also be set for December 31, 2028, and carried by the following roll call vote: ayes: None; nays: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman. There is concern that fully jumping to proposal B would make the program undesirable to applicants.
The motion to keep the current match/cap until December 31, 2025, move to Proposal A from January 1, 2026 through December 31, 2027, then move to Proposal B from January 1, 2028 through December 31, 2029. A sunset date of December 31, 2029 would be in place. was initiated by Renaissance Zone Board Member Lyman seconded by Renaissance Zone Board Member Alexander and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman; nays: None. The board felt extending use of both proposals and a sunset date of December 31, 2029 gives downtown businesses opportunity for using the program and the ability to open the program beyond downtown in the future.

6. NEXT SCHEDULED MEETING

Thursday, September 25, 2025 at 9:00 am

6.1. THURSDAY, SEPTEMBER 25, 2025 @ 9:00 AM

7. ADJOURNMENT

The motion to Adjourn was initiated by Renaissance Zone Board Member Hugret seconded by Renaissance Zone Board Member Fedorchak and carried by the following roll call vote: ayes: Pete Hugret, Pat Bailey, Christine Staley, Mark Lyman, Jason Bentley, Tom Alexander, Amy Rogers, Betty Fedorchak, Tonia Vitko, Luke Heilman; nays: None.

M-103

City of Minot
Economic Development Division
Renaissance Zone Application

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal @minotnd.org
(701) 857 - 4122

APPLICANT INFORMATION

Bradley Shimfessel			Single Family
Applicant(s)	Business		Type of Entity
1924 3rd St NW	Minot	ND	58703
Address	City	State	Zip
859-771-2789	brad.shimfessel@gmail.com		
Phone	Email		
Social Security Number	Federal Tax ID Number		

PROJECT LOCATION

HIGHLAND ACRES SECOND ADDITION LOT 8	2E
Legal Description	Renaissance Zone Block
1924 3rd St NW	Minot
Address	City
Primary Residential	
Current Use of Property	

TYPE OF PROJECT

- [ ] Commercial
- [x] Residential
- [ ] Utility Infrastructure Project (UIP)

TYPE OF INVESTMENT

- [ ] Purchase Only
  -To include new construction
- [ ] Lease Only
- [ ] Purchase with Major Improvements
  -Applies to Only Commercial Projects
- Rehabilitation Only
  - [ ] Commercial
    -Must be 50% of true and current value
  - [x] Residential
    -Must be 20% of true and current value
- [ ] Historical Preservation and Renovation

REQUESTED TAX EXEMPTIONS

- [ ] Personal Income
- [ ] Investment Income
- [x] Property Tax Exemption
- [ ] Historic Tax Credits

PROJECT DESCRIPTION: Please write a brief description of the project below

replacing all 11 windows and 1 exterior french door with a sliding door to improve home efficiency and extend the life of the home

SQUARE FOOTAGE CALCULATIONS:

8160	2288	1144	1144	
Lot	Building (Total)	Basement	1st Floor	2nd Floor
3rd Floor	4th Floor	5th Floor	6th Floor	7th Floor

Revised April 2022

See bids

Date of Acquisition: 28 JULY 2020

Current True and Full Value: 188,000

Work to Be Done:	Estimated Costs:
Window & Back Door Replacement - Your Home Improv Co	42980
Front & Side Door Replacement - C.E. Osborn Construction	3375
Replace Northern Fence - online estimator	~~3000~~ Not Eligible
Roofing replacement - NewWave Construction	18,530

total

Total Estimated Cost $ ~~49355~~ 46 355 + 18,530 = 64,885

Current True and Full Value $ ~~188,000~~ 249,000 ~~24.66%~~ OK

Estimated Value After Improvements $ $49,800

number to meet

Estimated Start Date: 01 AUG 2023

Estimated Completion Date: 30 SEPT 23

If this project is a UIP, is the applicant a Renaissance Zone Project? ☐ Yes ☑ No

a) To be considered a Renaissance Zone Project, the project would need to take place in the Renaissance Zone and be a utility company.

b) If this is a property owner affected by a UIP not participating in a Renaissance Zone Project, is the property owner in the Renaissance Zone? ☐ Yes ☐ No

Is this project a lease? ☐ Yes ☑ No

a) What type of lease? ☐ New ☐ Expansion ☐ Continuation ☐ Leasehold Improvement

If this is an expansion, what is the additional square footage of the expansion?

b) If it is a lease project, does it involve the relocation of a business from one location in the city to the Renaissance Zone or from one zone property to another zone property ☐ Yes ☐ No

Does this project involve historical preservation or renovation? ☐ Yes ☑ No

a) For projects that involve historical preservation or renovation, but are not part of a rehabilitation project, provide a description of the work and the estimated costs. A letter of approval from the Historical Society is required to claim any historical tax credits either on a rehabilitation project or renovation.

b) Information for historical properties may be obtained by contacting the Historical Society at: (701) 328-2666 or email history@nd.gov

Is the project being funded by a Renaissance Fund Organization? ☐ Yes ☑ No

If yes, describe the type and amount of financing and name of the Renaissance Fund Organization.

Provide the estimated state and local tax benefit to the taxpayer for 5 years (applies to all projects)

Total State Tax Benefit for five (5) years $ NA

Total Property Tax Benefit for five (5) years $ 17,653.55

Total Non-Participation Owner Tax Credit $ NA

Is the entity subject to the financial institution tax (N.D.C.C.57.35.3)? ☐ Yes ☑ No

If yes, total state tax benefit for five (5) years $

OFFICE ONLY

Zone Authority and City Documentation
Date of Approval or Conditional Approval _____ (date)

Provide a copy of minutes or other supporting documentation that indicates the formal approval by the approving entity.

Identify from the Development Plan the specific criteria used to approve the project:

NOTE: The DCS reserves the right to reject a zone-approved project or to continue negotiating its approval. When a project is approved by the DCS, the local zone authority will be notified in writing.

If after a project is approved and the property changes hands or a replacement project is approved during the five year exemption period, the DCS does not need to approve the transfer or the replacement project. The zone authority, however, must notify the DCS of the change and provide the applicable information about the new homeowners, business, and/or investor tax would affect the exemption provided.

Once the project is completed, DCS must be informed by email, fax or letter of the exact date of completion, and project number before the final letter of approval can be issued.

On historical renovations/rehabilitations, documentation from the Historical Society approving the final restorations must be submitted to DCS before a final letter of approval can be issued.

08 APR 2023

Signature Date

Renaissance Zone Project Checklist:

Office Use		
☑	☑	1) For residential projects, provide evidence that the home purchased is the taxpayer's primary residence. utility bill, orders, auto registration
N/A	N/A	2) If the property is currently a vacant lot, provide evidence that it was previously developed.
N/A	N/A	3) Provide a "Letter of Clearance" from the State Historical Society if seeking historic tax credits.
See below ☑	☑	4) Provide an estimated start and completion date for the project (must follow approval by DCS).
OK ☑	☑	5) Include site plans, building plans and colored renderings of the elevation of the building. Minot assessor website attachment pg. 2
☑	☑	6) Provide a break out of capital improvements.
☑	☑	7) Provide documentation that the project cost meets the City's minimum criteria.
☑	☑	8) Provide the estimated state and local tax benefit to the taxpayer of five (5) years (see your accountant). Prev. page
☑	☑	9) Provide copies of receipts showing proof local real estate taxes have been paid (Ward County Treasurer 701-857-6426)
☑	☑	10) Provide evidence that the applicant is current on state taxes – Certificate of Good Standing from the State Tax Commissioner (1-800-638-2901) – May take a few weeks.
☐	☑	11) Provide Current True and Full Value (contact City Assessor 701-857-4160)

Comments:

Dwelling value $188K @ 20% = $38K, renovations exceed by ~$11K

I am active duty military at Minot AFB. I'm officially a resident of Kentucky and thus do not pay ND state income tax. I don't have the normal things to prove my residence in ND (such as a driver's license) but I've provided documentation (auto registration, utility bill, military orders to Minot AFB) to prove so.

I don't intend on doing all of these improvement this summer because it's likely I'm going to deploy at some point, plus I don't have enough cash to do so. I will definitely do the windows this year, maybe doors, and will most likely replace the fence next summer. If this is a problem, please tell me and I can take out a personal loan and complete this year. My goal is to get this year's taxes off.

OK- Proof of Occupancy JN

Xcel Energy®

SERVICE ADDRESS	ACCOUNT NUMBER		DUE DATE
BRADLEY SHIMFESSEL 1924 3RD ST NW MINOT, ND 58703-1344	51-0013230395-9		04/19/2023
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	821211442	03/23/2023	$51.93

DON'T WAIT! ENERGY ASSISTANCE AVAILABLE NOW!

Know someone who may need help paying their energy bills? Thousands of qualified hardworking households have benefited from home energy assistance programs in the past year. Energy assistance is used to lower the burden of monthly energy costs. Funds can be used for heating and electric costs as well as energy crisis situations.

Xcel Energy wants to connect our customers with all the resources available. To learn more about energy assistance programs available in your area, please scan the QR code. We want to make it easy for you to apply.

SERVICE ADDRESS: **1924 3RD ST NW MINOT, ND 58703-1344**
NEXT READ DATE: 04/24/23

ELECTRICITY SERVICE DETAILS

PREMISES NUMBER: 303539633
INVOICE NUMBER: 1026441378

METER READING INFORMATION

METER 2066708 Read Dates: 02/21/23 - 03/22/23 (29 Days)

DESCRIPTION	CURRENT READING	PREVIOUS READING	USAGE
Total Energy	39232 Actual	38857 Actual	375 kWh

ELECTRICITY CHARGES — RATE: Residential Service

DESCRIPTION	USAGE UNITS	RATE	CHARGE
Basic Service Chg			$15.00
Energy Charge Winter	375 kWh	$0.069490	$26.06
Fuel Cost Charge	375 kWh	$0.025707	$9.64
Renewable Energy	90.52 kWh	$0.001856	$0.17
Renewable Energy	284.48 kWh	$0.002557	$0.73
Transmission Costs	375 kWh	$0.000873	$0.33
Total			**$51.93**

NEW PAYMENT ARRANGEMENT OPTION NOW AVAILABLE

If you're having trouble paying the total balance due on your bill, we're here to help. We are now offering as little as 2% down and a payment arrangement of up to six months. This option is available over the phone, through our automated voice system, for qualifying residential customers.

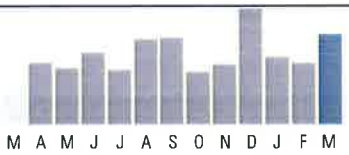
To get started with this payment arrangement option, call **800-495-4999**.

NORTHERN STATES POWER COMPANY

Xcel Energy®
RESPONSIBLE BY NATURE®

SERVICE ADDRESS	ACCOUNT NUMBER		DUE DATE
BRADLEY SHIMFESSEL 1924 3RD ST NW MINOT, ND 58703-1344	51-0013230395-9		04/19/2023
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	821211442	03/23/2023	$51.93

YOUR MONTHLY ELECTRICITY USAGE



DAILY AVERAGES	Last Year	This Year
Temperature	19° F	13° F
Electricity kWh	11.0	12.9
Electricity Cost	$1.65	$1.79

SUMMARY OF CURRENT CHARGES (detailed charges begin on page 2)

Electricity Service	02/21/23 - 03/22/23	375 kWh	$51.93
Current Charges			**$51.93**

ACCOUNT BALANCE *(Balance de su cuenta)*

Previous Balance	As of 02/21	$41.11
Payment Received	Auto Pay 03/21	-$41.11 **CR**
Balance Forward		**$0.00**
Current Charges		$51.93
Amount Due *(Cantidad a pagar)*		**$51.93**

010638 1/2

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
Email us at: Customerservice@xcelenergy.com

Call Mon - Fri 7 a.m.-7 p.m. or Sat 9 a.m.-5 p.m.

Please Call: 1-800-895-4999
Hearing Impaired: 1-800-895-4949
Español: 1-800-687-8778

Or write us at: XCEL ENERGY
PO BOX 8
EAU CLAIRE WI 54702-0008

Like us on Facebook Follow us on Twitter

INFORMATION ABOUT YOUR BILL

Thank you for your payment.

RETURN BOTTOM PORTION WITH YOUR PAYMENT • **PLEASE DO NOT USE STAPLES, TAPE OR PAPER CLIPS**

Xcel Energy®

ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
51-0013230395-9	04/19/2023	$51.93	Automated Bank Payment

Your bill is paid through an automated bank payment plan.

APRIL

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

— no inserts —

------ manifest line ---------

BRADLEY SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

XCEL ENERGY
P.O. BOX 9477
MPLS MN 55484-9477

32 51041923 00132303959 00000005193000000005193

Proof of Residency OK JP

VEHICLE REGISTRATION CARD

NORTH DAKOTA DEPARTMENT OF TRANSPORTATION
MOTOR VEHICLE DIVISION
608 E BOULEVARD AVE, BISMARCK ND 58505-0780
PHONE (701) 328-2725

THIS CARD MUST BE CARRIED IN VEHICLE AT ALL TIMES

SFN 2961 (10-04)

06-09-2022

Expiration Date	License No	Decal	Reg. Weight	License Type	Year 1st Reg.
07-31-2023	897DLS	0723	3241	STANDARD	2015

ND Title No.	Yr. Model	Make	Model
ND908471296	2015	VOLK	JETTA

Vehicle Identification Number	Vehicle Sub-Type	Registered County	Unit No.
3VW3A7AJ5FM280382	PASSENGER	WARD	

Registered Owner or lessee

BRADLEY BECKNER SHIMFESSEL - OWNER

24890 - 642

BRADLEY BECKNER SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

X

OWNER OR LESSEE CERTIFIES THIS VEHICLE IS INSURED AS REQUIRED BY LAW.
SIGNATURE OF REGISTERED OWNER / LESSEE

DEPUTY DIRECTOR FOR DRIVER SAFETY

INSTRUCTIONS FOR APPLYING PLATE DECALS:

1. Verify plate number and decal match
2. Do not attempt to apply decal if temperature is below -10 degrees Fahrenheit
3. Clean and dry plate before affixing new decal
4. Remove decal by bending corner of card under decal along dotted line
5. Next, lift up corner of decal where card is creased
6. Decal is fragile - peel decal off slowly
7. Apply decal to upper right-hand corner of plate
8. Rub or press firmly around edges of decal after applying

Bend paper on dotted line, lift corner of decal

REQUEST AND AUTHORIZATION FOR PERMANENT CHANGE OF STATION - MILITARY

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 8013, Secretary of the Air Force E.O. 9397 (SSN) as amended. Powers and duties; delegation by 8032,General duties; implemented by Air Force Instruction 36-2102, Base-level Relocation Procedures.
PURPOSE: Each type of relocation of Air Force personnel requires specific actions described either on a checklist or by sending a form letter to the applicable base activity having a responsibility for ensuring accomplishment of the action.
ROUTINE USES: In addition to those disclosures generally under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)3. 'Blanket Routine Uses' apply.
DISCLOSURE: VOLUNTARY; SSN is used to reference member's official records. Failure to provide SSN may make it difficult for member to receive pay and entitlements in coordination with Permanent Change of Station.

The following individual will proceed on permanent change of station: ☐ PCS without PCA ☒ PCS with PCA | TED SEP 20

1. GRADE, NAME *(Last, First, Middle Initial)*
1LT SHIMFESSEL, BRADLEY B

2. SSAN
[redacted]

3. SAFSC/CAFSC
[redacted]

4. SECURITY CLEARANCE *(include date of last investigation)*
SCI(DCID 1/14 ELIGIBLE) 22 OCT 2017

5. REPORT TO COMDR, NEW ASSIGNMENT
NLT: 07 SEP 2020

6. TRAVEL DAYS AUTHORIZED IF TRAVELING BY PRIVATELY - OWNED CONVEYANCE: 5

7. TDY ENROUTE

8. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT FROM WHICH RELIEVED:
GBS OL AFST 11 BOMB SQ FFMBC0
BARKSDALE LA 711100000

9. UNIT, MAJOR COMMAND AND ADDRESS OF UNIT TO BE ASSIGNED:
GBS 69 BOMB SQ FFCHL1
MINOT ND 587050000

10. TYPE OF TOUR *(Check One)*
☐ ACCOMPANIED ☐ UNACCOMPANIED
☐ UNACCOMPANIED, DEPENDENTS RESTRICTED

11. TOUR LENGTH *(Total No. of Months)*

12. EXTENDED LONG TOUR VOL
NO

13. DEPENDENT TRAVEL:
☐ A. CONCURRENT TRAVEL IS AUTOMATIC
☐ B. CONCURRENT TRAVEL IS APPROVED
☐ C. DEPENDENT TRAVEL IS DELAYED FOR LESS THAN 20 WEEKS
☐ D. DEPENDENT TRAVEL IS DELAYED FOR MORE THAN 20 WEEKS
☐ E. TRAVEL IS AUTHORIZED TO A DESIGNATED PLACE

14. THIS IS A JOIN-SPOUSE ASSIGNMENT *(Include spouse's grade, name & SSN)*
NO

15. AUTHORITY FOR CCTVL:

16. HOMEBASING/FOLLOW-ON ASSIGNMENT *(Include AAN, GPAS and RNLTD)*

17. DEPENDENT(s): *(List names, DOB of children, relationship to member and current address)*

18. PCS EXPENSE CHARGEABLE TO: 5703500 320 5751.0* 05 525725 *Insert Applicable Subproject Shred*
CIC: 4 5 048 0051 525725 TAC: F7T1 ATAC: F7T110*
NTS CHARGEABLE TO: 57$3500 32$ 5758.0N 05 525725 TAC: F7TN

19. AUTHORITY AND PCS CODE
AFI 36-2110
PCS ID: D AAN: 0900NO1230

20. AETC/FM TDY Funding.

20a. All other TDY Enroute Funding.

21. SDN:
HHG: PB57510001MP0H
NTS: PB57580001MP0N
INT: --

Pursuant to AFI 32-6001, you will report to the base housing referral office servicing your new duty station before entering any rental, lease, or purchase agreement for off-base housing.

22. REMARKS *(Submit travel voucher within 5 workdays after completion of travel. If TDY enroute is authorized, attach receipts showing cost of all lodging used. All promotional items incurred while PCS/TDY must be turned in to AFO upon arrival at gaining base. See reverse for remarks.)*
PCS ADSC: 24 MONTHS TRAINING ADSC: 0 MONTHS *(See AFI 36-2107)*
01. AIRMAN'S DATE OF SEPARATION (08 AUG 3888), ASSIGNMENT ACTION REASON (V7), DATE ELIGIBLE TO RETURN FROM OVERSEAS (N/A)
02. UPON RECEIPT OF ORDERS CONTACT THE FINANCIAL SERVICES OFFICE (FSO) TO MAKE FINANCIAL ARRANGEMENTS AND ADVISEMENT.

23. DATE
28 JUL 2020

24. APPROVING OFFICIAL *(Type Name and Grade)*
SIMMONS, JESSICA, SSG, USAF, OUTBOUND ASSIGNMENTS SUPERVISOR

25. SIGNATURE OF APPROVING OFFICIAL
// SIGNED //

26. DESIGNATION AND LOCATION OF HQ DEPT OF THE AIR FORCE:
AFPC RANDOLPH AFB TX 78150-0000

27. SPECIAL ORDER NO:
AN-127041

28. DATE
30 JUL 2020

29. TDN
FOR THE COMMANDER

30. DISTRIBUTION: AA

31. SIGNATURE ELEMENT OF ORDERS AUTHENTICATING OFFICIAL
//signed//
ISAIAH S BASKIN, SSG
USAF, SUPERVISOR, ASSIGNMENTS

32. ADDRESS OF GAINING MPF:
5 FSS
MINOT AFB ND 58705-5000

AF FORM 899, 20100910 PREVIOUS EDITIONS ARE OBSOLETE **PRIVACY ACT INFORMATION: The Information in this form is FOR OFFICIAL USE ONLY. Protect IAW The Privacy Act of 1974.**

33. CONTINUATION

22. CONTINUED
03. ALL TRAVELERS ELIGIBLE FOR A GTCC SHOULD HAVE ONE AND USE IT TO THE MAXIMUM EXTENT POSSIBLE FOR OFFICIAL GOVERNMENT TRAVEL EXPENSES (TDY, DEPLOYMENT, PCS).IAW PUBLIC LAW 105-264, GOVERNMENT TRAVEL CARD (GTC) USE IS MANDATORY FOR ALL AUTHORIZED EXPENSES UNLESS OTHERWISE EXEMPTED UNDER SPECIFIC PROVISIONS DETAILED IN PARA E OF THE TRAVEL TRANSPORTATION REFORM ACT. IF AIRMAN IS A GTC HOLDER USE OF HIS/HER INDIVIDUALLY BILLED ACCOUNT IS MANDATORY FOR ALL COMMERCIAL TRANSPORTATION ARRANGEMENTS AND ADVANCE TRAVEL PAY IS NOT AUTHORIZED. IF AIRMAN IS A NONCARD HOLDER THE CENTRALLY BILLED ACCOUNT WILL BE UTILIZED FOR ALL COMMERCIAL TRANSPORTATION ARRANGEMENTS.

04. EACH TRAVELER(S) ON THIS ORDER IS AUTHORIZED UP TO 2 CHECKED PIECES OF BAGGAGE NOT TO EXCEED 70 POUNDS EACH. COMMERCIAL AIRLINES USING DIFFERENT WEIGHT STANDARDS MAY AUTOMATICALLY CHARGE BAGGAGE FEES TO EACH TRAVELER (S) ON THIS ORDER. IN THIS CASE, AS LONG AS THE NUMBER OF CHECK PIECES AND WEIGHT LIMIT PREVIOUSLY STATED IS NOT EXCEEDED, A CHECKED BAGGAGE EXPENSE IS STILL REIMBURSABLE."IAW JTR AND AFI 36-2102. ALL RECEIPTS FOR BAGGAGE ARE REQUIRED FOR REIMBURSEMENT. TRAVELER(S) MUST PAY CHARGE(S) DIRECTLY TO THE SERVICING AIRLINER OR MODE OF TRANSPORT AT THE TIME OF CHECK-IN AND CLAIM REIMBURSEMENT ON THE TRAVEL VOUCHER.

05. UPON RECEIPT OF ORDERS CONTACT THE TRAFFIC MANAGEMENT OFFICE (TMO) TO MAKE ARRANGEMENTS FOR HHGS SHIPMENT AND TRAVEL. IAW DEFENSE DIRECTIVE (DODD) 4500.09E, TRANSPORTATION AND TRAFFIC MANAGEMENT, CHAP 401, PARA O.2 - REQUIRED POLICY. THE COMPLETION OF A CUSTOMER SATISFACTION SURVEY(CSS) FOR EACH SHIPMENT DELIVERED IS REQUIRED WITHIN SEVEN DAYS OF EACH COMPLETE SHIPMENT DELIVERY. AIRMEN/EMPLOYEES ARE REQUIRED TO COMPLETE A CSS VIA THE WEB: HTTP://WWW.SDDC.ARMY.MIL/SDDC/CONTENT/PUB/46819//CSS%20 BROCHURE%20V2.PDF. AFTER REVIEWING THE INSTRUCTIONS, YOU MAY ACCESS AND COMPLETE THE SURVEY AT THE FOLLOWING LINK. HTTP://WWW.MOVE.MIL/.

06. TRAVEL BY GOVERNMENT OR GOVERNMENT PROCURED AIRCRAFT IS DIRECTED. OBTAIN GOVERNMENT-PROCURED TRAVEL RESERVATIONS THROUGH THE TMF/CTO, UNDER PROVISIONS OF AFI 24-101, AND JTR. SELF-PROCUREMENT OF TRANSOCEANIC OFFICIAL TRAVEL AND USE OF FOREIGN FLAG (NON-US) CARRIERS ARE NOT AUTHORIZED UNLESS SPECIFICALLY APPROVED PRIOR TO TRAVEL BY A STATEMENT OF NON-AVAILABILITY AND AUTHORIZATION PROVIDED BY THE TMF/CTO. IF YOU NEED ASSISTANCE WITH YOUR RESERVATIONS CONTACT THE FOLLOWING: AMC FLIGHT CHANGES: 1-800-851-3144 OR ANY TRAFFIC MANAGEMENT OFFICE.

07. AIRMAN IS AUTHORIZED PCS WEIGHT ALLOWANCES AS SPECIFIED IN THE JTR TABLE 5-37 AND PAR.0514 AND DTMO WEBSITE.

08. DEPARTURE CERTIFICATION: I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE I WILL DEPART PCS AT_____(HRS)_____ (DATE)_____ SIGNATURE

09. AIRMAN MUST BE IN UNIFORM AT FINAL OUT-PROCESSING APPOINTMENT. ALL REQUIREMENTS FOR THE REASSIGNMENT AND/OR TDY EN-ROUTE MUST BE COMPLETED PRIOR TO DEPARTURE. REQUIREMENTS FOR THE REASSIGNMENT AND/OR TDY EN-ROUTE TO INCLUDE MEMBER'S AND DEPENDENT(S) MEDICAL AND DENTAL CLEARANCE, PASSPORT/VISAS, COMMAND SPONSORSHIP, APPROVAL FOR (OCONUS) ASSIGNMENTS, SECURITY CLEARANCE (AS REQUIRED),, RETAINABILITY INCLUDING AF FORM 63, ACTIVE DUTY SERVICE COMMITMENT (ADSC) AF FORM 4380, AIR FORCE SPECIAL NEEDS SCREENER (AS REQUIRED), PPCS REQUIREMENTS AND FOLLOW-ON OR HOME-BASING APP/DISAPP FROM THE ASSIGNMENT AUTHORITY (AS REQUIRED).

10. AIRMEN HAS MET ALL PPC REQUIREMENT FOR PPCS: ABA, SCI, HRA, CQ3.

11. MEMBER MAY BE ELIGIBLE FOR REIMBURSEMENT OF COST OF DEPENDENT SPOUSE'S QUALIFYING STATE RE-LICENSING OR RE-CERTIFICATION FEES NOT TO EXCEED $1000.00. LEARN MORE ABOUT LICENSING AND CERTIFICATIONS FROM THE INSTALLATION AIRMAN & FAMILY READINESS CENTER, THE DEPARTMENT OF LABOR WEBSITE AT HTTPS://WWW.VETERANS.GOV/MILSPOUSES, AND THE DOD SPOUSE EDUCATION AND CAREER OPPORTUNITIES PROGRAM AT HTTPS://MYSECO.MILITARYONESOURCE.MIL. FREE CAREER COACH COUNSELING IS ALSO AVAILABLE BY CALLING 800-342-9647.

12. AIRMAN HAS BEEN SELECTED AND ADMINISTRATIVELY QUALIFIED FOR A PRP ASSIGNMENT DUTIES; AIRMAN MUST HAND CARRY DENTAL RECORDS.

(Added) Amended May 25, 2023

ESTIMATE

New Wave Construction Inc.
701-833-2225
927 36 St SE
Minot ND 58701

BILL TO

Bradley Shimfessel
859-771-2789
1924 st NW
Minot ND 58703
Bradley.Shimfessel@gmail.com

ESTIMATE # 235
ESTIMATE DATE 05/18/2023

DESCRIPTION	AMOUNT
We hereby propose to furnish the materials and perform the labor necessary for the completion of 32 Sq + 2 Sq+1 cap Sq= 35 Sq Metal roof House and Garage	18,530.00

38x58 House, 3 Boots 4 inches, 5 vents
32X30 Garage 1 boot1 inch, 1 boot 2 inches
Chimney 8 inches
Designer Pro-Rib® Matte Smoky
Beige Steel J-Trim
Shield Synthetic Roofing Underlayment
Matte Smoky Corner & Gable Trim
Pro-Rib Inside Closure - 4 pack
Matte Smoky Pole Barn Screw - 20 lb

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of: $18,530.00usd
(2 years labor guarantee)
ACCEPTANCE OF ESTIMATE
The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments Will be made as outlined above

TOTAL **$18,530.00**

Customer Name: Bradley Shimfessel
Address: 1924 3rd St NW
Phone: 859-771-2789
Date of Sale: 2/28/2023
Rep 1: Anthony Waswick
Rep 2:
Market: BIS
Distance from Office to Jobsite: 98

Window & Door Comm. Sheet
2/1/2023

Your Home Improvement Co.
Your Home, Made Better.

Window Line	PRESERVATION

Windows

Size	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
up to 73 UI	3			1	1	4	18812
74-83 UI							0
84-93 UI							0
94-103 UI							0
104-109 UI							0
110-120 UI			1				4747
121-144 UI							0
145-154 UI					1		3298
155-168 UI							0
169-180 UI							0
181-190 UI							0
191-198 UI							0

Upgrades	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
Taupe							0
Woodgrain							0
Exterior Color							0
Hardware Finish							0
Full Screen							0
Obscured Glass							0
Grids							0

Patio Doors	*Standard*	*Custom*	TOTAL
5 Foot		1	7271
6 Foot			
8 Foot			
9 Foot			
12 Foot			

Upgrades		TOTAL
Taupe		0
Woodgrain		0
Exterior Color		0
Hardware Finish		0
Grids		0
Classic Style		0
French Style		0
Exterior Light		0

PROVIA

Item	EntryLink $	TOTAL
		0
		0
		0

Basement Hoppers		TOTAL
White	4	6576
Taupe		0

Extras		TOTAL
Trip Charge per Contract 50-100 miles	1	650
Trip Charge per Contract 100-165 miles		0
Window/Door Trimpack		0
Double Garage Door Trimpack		0
Krypton Gas/Unit		0
Triple Pane per UI		0
Tempered Glass per sq ft		0
LSCU per opening	13	4108
R&R Blinds per set		0
Casing/Foot	81	2025
1x4 Jamb/Foot	81	2025
1x6 Jamb/Foot		0
1x8 Jamb/Foot		0
1x10 Jamb/Foot		0
Custom Stain Match		0
Full Frame (requires jamb/casing)	9	4950
4LCA or 5LCA upcharge		0
Alter Opening without Header Work		0
Alter Opening with Header Work		0
Framing/Rock work on Alters		0

Misc.		TOTAL
		0
		0
		0

Commission		
Q.D.P. Discounted Price	$	54,462.00
Cash Discount	$	-
10% Initial Inspection Savings	$	49,015.80
Contract Price	$	42,980.00
Down Payment	$	-
Total Commission	$	6,372.05
Discount off Today Discount	$	3,017.90
Self Gen Bonus	$	-
Earned Commission	$	3,354.15
Total Commission		
Before Install	$	3,354.15
	$	-

Anthony Waswick

— Cost Est.

PAYMENT	
Cash	
Credit Card	

Green Sky	
Powerpay	
Lend Hi	
EB Split	
EB Single	
Aqua	
Service Finance	x

Home Depot	

LEAD SOURCE	
Lead	X
Self Gen (90 days or less)	
Self Gen (Over 90 days)	
Referral	

0
0
0
0
0
0

Door Costs

C.E. Osborn Construction
1510 Appaloosa Way NE
Minot, ND 58703 US
(951) 205-6340
craig.e.osborn@gmail.com

Estimate

ADDRESS
Bradley Shimfessel
1924 3rd St NW Minot ND
Minot, ND 58703

ESTIMATE # 1763
DATE 04/07/2023
EXPIRATION DATE 05/08/2023

ACTIVITY	QTY	RATE	AMOUNT
Single Door System Size 32" x 80" (2'8" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Left Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 34 1/4" X 82" Brick Opening 36" X 82 3/4"			
Single Door System Size 36" x 80" (3'0" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Right Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill			

ACTIVITY	QTY	RATE	AMOUNT
Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 38 1/4" X 82" Brick Opening 40" X 82 3/4"			
Services two door units supplied and installed.	1	2,875.00	2,875.00
paint 6 panel door paint paneled door	2	250.00	500.00

reuse digital locksets. Customer to provide new deadbolts.

TOTAL **$3,375.00**

Accepted By

Accepted Date

Orig

Tax Confirmation from Ward County

Ward County North Dakota • 315 Third St. SE • Minot, ND 58701

Shopping Cart: 0 Items [$0.00]

New Search | History | Payoff | PayTaxes | Help

Parcel #: MI111710000080

Status: Current

Receipt: 16464

2023 Owner(s):
SHIMFESSEL, BRADLEY

Mailing Address:
1924 3RD ST NW
MINOT, ND 58703

Legal Description:
HIGHLAND ACRES SECOND ADDITION LOT 8

2022 Value:

Market:	$234,000
Taxable:	$10,530
Disabled Vet Credit:	$0
Homestead Credit:	$0
Net Taxable:	$10,530

Detail

2022 Taxes: View Pie Charts

First Half:	$1,932.31	**Due:**	3/1/2023
Second Half:	$1,932.30	**Due:**	10/16/2023
Total:	$3,864.61		

Show Current Tax Bill

Detail

2022 Payments:

First Half:	$1,932.31
Second Half:	$1,932.30
Discount:	$193.23
Total:	$3,671.38

(May include penalty & interest)

2022 Legal Records:

Geo Code: Instru#: 3042096 **Doc Type:** WD **Date:** 2020-08-11

Property address: 1924 3RD ST NW, MINOT ND 58703
Subdivision: (MI11171) HIGHLAND ACRES 2ND
Legal: HIGHLAND ACRES SECOND ADDITION LOT 8

Note: The accuracy of this data is not guaranteed.
Web data was last updated 04/08/2023 12:05 AM.

Send Payments To:

Ward County Treasurer
PO Box 5005
Minot, ND 58702

tyler technologies

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Ward County North Dakota • 315 Third St. SE • Minot, ND 58701

Shopping Cart: 0 Items [$0.00]

New Search | Detail | Payoff | Help

Parcel #: MI111710000080

Status: Current

Type: RE

Owner: SHIMFESSEL, BRADLEY

History:

Tax Year	Statement#	Bill Date	Bill Amount	Date Paid	** Paid Amount	Notes
2022	16464	12/06/2022	$3,864.61	1/31/2023 1/31/2023	$1,932.31 $1,739.07	
2021	21491	12/01/2021	$3,319.47	2/3/2022 2/3/2022	$1,659.74 $1,493.76	
2020	16754	12/08/2020	$3,304.92	1/21/2021 1/21/2021	$1,652.46 $1,487.21	
2019	17136	12/13/2019	$3,358.43	1/13/2020 1/13/2020	$1,679.22 $1,511.29	
2018	16955	12/11/2018	$3,245.63	1/18/2019 1/18/2019	$1,622.82 $1,460.53	
2017	17061	12/15/2017	$3,198.14	1/17/2018 1/17/2018	$1,599.07 $1,439.16	
2016	18354	12/19/2016	$2,632.30	1/24/2017 1/24/2017	$1,316.15 $1,184.53	
2015	8291	12/16/2015	$2,368.70	1/26/2016 1/26/2016	$1,184.36 $1,065.90	
2014	11014	12/19/2014	$2,297.67	1/26/2015 1/26/2015	$1,148.85 $1,033.93	
2013	8809	12/13/2013	$2,150.09	1/16/2014 1/16/2014	$1,075.06 $967.52	

**** Paid Amount may include penalty, interest, & discounts**

Note: The accuracy of this data is not guaranteed.
Web data was last updated 04/08/2023 12:05 AM.

Send Payments To:

Ward County Treasurer
PO Box 5005
Minot, ND 58702

tyler technologies

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Good Standing OK

STATE OF NORTH DAKOTA
OFFICE OF STATE TAX COMMISSIONER
BRIAN KROSHUS, COMMISSIONER

March 9, 2023

Ref: L1152468096

BRADLEY B. SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

RE: Renaissance Zone Certificate Of Good Standing, State Income And Sales Taxes Only

This letter is evidence of good standing as required by the North Dakota Division of Community Services for purposes of obtaining final approval of a renaissance zone project.

As of the date of this letter, the records in the North Dakota Office of State Tax Commissioner do not show probable cause to believe that any income taxes (including income tax withheld from wages) or sales and use taxes are due and owing to the State of North Dakota by the following taxpayer:

Taxpayer's Name: BRADLEY B. SHIMFESSEL
SSN or FEIN: ***-**

This letter must be submitted (as part of the zone project application) to the local zone authority for the renaissance zone in which the proposed zone project will be located. Please keep a copy of this letter for your records.

Liliya Montgomery

Liliya Montgomery
Supervisor, Individual Income Tax and Withholding
Phone: 701-328-1296
Email: lmontgomery@nd.gov

Minot City Assessor

Assessor Hub provided by Vanguard Appraisals, Inc

Parcel Number:
MI11.171.000.0080
Deed Holder:
SHIMFESSEL, BRADLEY
Property Address:
1924 3RD ST NW
MINOT, ND 58703-1344 MAP THIS ADDRESS
Mailing Address:
1924 3RD ST NW
MINOT, ND 58703-1344 USA
Zoning:
R1/RESIDENTIAL
Sec-Twp-Rng:
11171--
Lot-Block:
0080-000
Legal Description:
HIGHLAND ACRES SECOND ADDITION LOT 8
Lot Dimensions:
69 X 120
Land Use:
NOT APPLICABLE

Pin MI11.171.000.0080 Photo

1 / 1

Current Value Information

Land Value	Dwelling Value	Improvement Value	Total Value
$46,000	$188,000	$0	$234,000

Get Current Year Tax Estimate

Click here to request information on pending or certified special assessments or call 701-857-4770.

For all other questions, please contact us at assessor@minotnd.org or 701-857-4160

Land Information

Lot Type	Square Feet	Acres
Sq. Ft x Rate	8,280	0.190

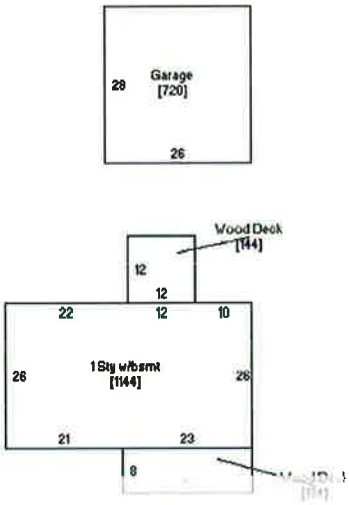
Residential Building Information

Occupancy	Style	Year Built	Total Living Area
Single-Family / Owner Occupied	1 Story Brick	1960	1,144

Sale Information

Sale Date	Amount	Recording
07/28/2020	$221,530	3042096
06/27/2014	$224,000	2974807
07/29/2011	$199,000	2925786
05/25/2011	$0	2924707
09/04/2008	$165,500	2887747
01/04/2002	$0	2801023

Sketch



Sketch of Pin MI11.171.000.0080

1 / 1

MINOT CITY ASSESSOR

Assessor Hub provided by Vanguard Appraisals, Inc

Parcel Number:
MI11.171.000.0080

Deed Holder:
SHIMFESSEL, BRADLEY

Property Address:
1924 3RD ST NW
MINOT, ND 58703-1344

Mailing Address:

1924 3RD ST NW
MINOT, ND 58703-1344 USA

Zoning:
R1/RESIDENTIAL

Sec-Twp-Rng:
11171--

Lot-Block:
0080-000

Legal Description:
HIGHLAND ACRES SECOND ADDITION LOT 8

Land Use:
NOT APPLICABLE

Property Tax Estimate

$234,000.00	**Full And True Value** Recalc
$117,000.00	**Assessed Value**
* 9.00000%	**Residential Classification**
$10,530.00	**Taxable Value**
* 335.3	**2021 Mill Levy**
$3,530.71	**Adjusted Annual Tax**

NOTICE: This is an estimate only and subject to change depending on tax year levies and credit amounts. Tax levys, exemption amounts, and rollbacks are all based on the current tax year and are updated periodically.

General Parcel Information for parcel, click here MI11.171.000.0080

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City of Minot

Assessor's Office

DATE: April 21, 2023

TO: Jonathan Rosenthal, Economic Development Administrator

FROM: Damon Druse, Asst City Assessor

REFERENCE: Renaissance Zone Prospective Project located at 1924 3rd St NW, application by Bradley Shimfessel.

I have been asked to provide some property tax information on the current and estimated future assessment of a building at 1924 3rd St NW. The 2023 True and Full assessment is $249,000. The building assessment portion is $203,000 and the estimated taxes on the building amount for 2022 are $3,350.

If the project were to receive approval under the renaissance zone exemption, the estimated True and Full Value on the building after completion of construction and through the 5 year exemption period would be approximately $203,000. The estimated taxes on this amount for the building would be about $3,350 per year. If the renaissance application were approved, approximately $16,750 would not be collected over 5 years of tax exemption.

Please remember it is difficult to project values and tax rates into the future and if the completed building becomes different than proposed, estimates could change.

Please reach out to me if there are any additional questions.

515 2nd Av SW · Minot, North Dakota 58701 · (701) 857-4160 · Fax (701) 857-4130

ect text

Sele

- Purchases, leases or improvements may not be made prior to application approval.

Need to clarify language

dditional eligibility criteria for residential rehabilitation:

- Rehabilitation of property must be at least twenty percent of the current true and full valu the building for residential use. At least eighty percent of the investment made must consis capital improvements such as structural, weatherization, electrical, plumbing, heating, ventilation, central air conditioning system improvements, exterior improvements to corni roof gables, window sills, doors, porches, stairwells, dormers, removal of non-historic mate and exterior painting. See Rehabilitation Criteria for Residential Property on page 26 and Renaissance Renovation/Purchasing on page 27.
- Not more than twenty percent of the total investment may consist of capital improvement detached outbuildings.
- An applicant's time and labor (sweat equity) towards a Renaissance Zone project is not an eligible expense.

(Added) Amended May 25, 2023

ESTIMATE

New Wave Construction Inc.
701-833-2225
927 36 St SE
Minot ND 58701

BILL TO

Bradley Shimfessel
859-771-2789
1924 st NW
Minot ND 58703
Bradley.Shimfessel@gmail.com

ESTIMATE # 235
ESTIMATE DATE 05/18/2023

DESCRIPTION	AMOUNT
We hereby propose to furnish the materials and perform the labor necessary for the completion of 32 Sq + 2 Sq+1 cap Sq= 35 Sq Metal roof House and Garage	18,530.00

38x58 House, 3 Boots 4 inches, 5 vents
32X30 Garage 1 boot1 inch, 1 boot 2 inches
Chimney 8 inches
Designer Pro-Rib® Matte Smoky
Beige Steel J-Trim
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Matte Smoky Corner & Gable Trim
Pro-Rib Inside Closure - 4 pack
Matte Smoky Pole Barn Screw - 20 lb

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner for the sum of: $18,530.00usd
(2 years labor guarantee)
ACCEPTANCE OF ESTIMATE
The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments Will be made as outlined above

TOTAL **$18,530.00**

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Address: 1924 3rd St NW
Phone: 859-771-2789
Date of Sale: 2/26/2023
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Rep 2:
Market: BIS
Distance from Office to Jobsite: 98

Window & Door Comm. Sheet
2/1/2023

Window Line: PRESERVATION

Your Home Improvement Co.
Your Home. Made Better.

Windows

Size	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
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84-93 UI							0
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155-168 UI							0
169-180 UI							0
181-190 UI							0
191-198 UI							0

Upgrades	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
Taupe							0
Woodgrain							0
Exterior Color							0
Hardware Finish							0
Full Screen							0
Obscured Glass							0
Grids							0

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6 Foot			
8 Foot			
9 Foot			
12 Foot			

Basement Hoppers		TOTAL
White	4	6576
Taupe		0

Upgrades		TOTAL
Taupe		0
Woodgrain		0
Exterior Color		0
Hardware Finish		0
Grids		0
Classic Style		0
French Style		0
Exterior Light		0

PROVIA

Item	EntryLink $	TOTAL
		0
		0
		0

Extras		TOTAL
Trip Charge per Contract 50-100 miles	1	650
Trip Charge per Contract 100-165 miles		0
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Double Garage Door Trimpack		0
Krypton Gas/Unit		0
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Alter Opening with Header Work		0
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Misc.		TOTAL
		0
		0
		0

Commission		
Q.D.P. Discounted Price	$	54,462.00
Cash Discount	$	-
10% Initial Inspection Savings	$	49,015.80
Contract Price	$	42,980.00
Down Payment	$	-
Total Commission	$	6,372.05
Discount off Today Discount	$	3,017.90
Self Gen Bonus	$	-
Earned Commission	$	3,354.15

Cost Est.

Total Commission
Before Install $ 3,354.15 Anthony Waswick
$ -

PAYMENT	
Cash	
Credit Card	

Green Sky	
Powerpay	
Lend Hi	
EB Split	
EB Single	
Aqua	
Service Finance	x

Home Depot	

LEAD SOURCE	
Lead	X
Self Gen (90 days or less)	
Self Gen (Over 90 days)	
Referral	

0
0
0
0
0
0

Door Costs

C.E. Osborn Construction
1510 Appaloosa Way NE
Minot, ND 58703 US
(951) 205-6340
craig.e.osborn@gmail.com

Estimate

ADDRESS
Bradley Shimfessel
1924 3rd St NW Minot ND
Minot, ND 58703

ESTIMATE # 1763
DATE 04/07/2023
EXPIRATION DATE 05/08/2023

ACTIVITY	QTY	RATE	AMOUNT
Single Door System Size 32" x 80" (2'8" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Left Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 34 1/4" X 82" Brick Opening 36" X 82 3/4"			
Single Door System Size 36" x 80" (3'0" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Right Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill			

ACTIVITY	QTY	RATE	AMOUNT
Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 38 1/4" X 82" Brick Opening 40" X 82 3/4"			
Services two door units supplied and installed.	1	2,875.00	2,875.00
paint 6 panel door paint paneled door	2	250.00	500.00

reuse digital locksets. Customer to provide new deadbolts.

TOTAL **$3,375.00**

Accepted By

Accepted Date

ACTIVITY	QTY	RATE	AMOUNT
Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 38 1/4" X 82" Brick Opening 40" X 82 3/4"			
Services two door units supplied and installed.	1	2,875.00	2,875.00
paint 6 panel door paint paneled door	2	250.00	500.00

reuse digital locksets. Customer to provide new deadbolts.

TOTAL **$3,375.00**

Accepted By

Accepted Date

C.E. Osborn Construction
1510 Appaloosa Way NE
Minot, ND 58703 US
(951) 205-6340
craig.e.osborn@gmail.com

Estimate

ADDRESS
Bradley Shimfessel
1924 3rd St NW Minot ND
Minot, ND 58703

ESTIMATE # 1763
DATE 04/07/2023
EXPIRATION DATE 05/08/2023

ACTIVITY	QTY	RATE	AMOUNT
Single Door System Size 32" x 80" (2'8" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Left Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill Hinge Satin Nickel Peepsite Satin Nickel Peepsite Peepsite Location On Door(s) Kickplate No Kickplate Rough Opening 34 1/4" X 82" Brick Opening 36" X 82 3/4"			
Single Door System Size 36" x 80" (3'0" x 6'8") Panel 6 Panel, Smooth Fiberglass, Ready to Finish, No Lite - Door Glass No Glass-Exterior, No Lite - Door Swing Right Hand Inswing Handle Bore Lockset Bore Deadbolt Bore Deadbolt Bore Mortise Mortised for hinges Jamb 4 9/16" [2x4 construction] Frame White Composite Frame Species No Species Brickmould Brickmould Sill Aluminum sill			

INCH CALCULATOR

home > construction calculators > home improvement cost > fence cost

Cost to Install a Fence – 2023 Average Prices

Installing a fence adds beauty, privacy, security, and property value to your home. Keep reading to learn more about the cost to install a new fence.

New Fence Cost Calculator

Enter the size of your project and select the material and services you're interested in to estimate the cost of the project using 2023 price data. Continue reading below to learn more about what to expect for a new fence project.

Linear Feet: 100

Zip Code: 58703

optionally calculate pricing for your local area

CALCULATE

Item

Fence Material

chainlink or wood pickets

$598 - $1,794

wood privacy fence

Item

$2,989 - $4,185

○ aluminum or steel

$3,587 - $4,783

☑ Installation Labor

$1,087 - $1,304

☑ Job Supplies

$544 - $1,087

☑ Equipment Allowance

$54 - $109

☐ Option: Gate Installation

$217 - $652

☑ Option: Fence Removal

$272 - $544

ESTIMATED PROJECT COST

Estimate per Linear Foot

$29.13 - $49.57

Estimated Project Total

$2,913 - $4,957

COMPARE TO AVERAGE 2023 PRICES

Average Local Price

$3,261

Typical Price Range

Customer Name: Bradley Shimfessel
Address: 1924 3rd St NW
Phone: 859-771-2789
Date of Sale: 2/28/2023
Rep 1: Anthony Waswick
Rep 2:
Market: BIS
Distance from Office to Jobsite: 98 | Window Line | PRESERVATION

Window & Door Comm. Sheet
2/1/2023

Your Home Improvement Co.
Your Home, Made Better.

Windows

Size	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
up to 73 UI	3			1	1	4	16812
74-83 UI							0
84-93 UI							0
94-103 UI							0
104-109 UI							0
110-120 UI			1				4747
121-144 UI							0
145-154 UI					1		3298
155-168 UI							0
169-180 UI							0
181-190 UI							0
191-198 UI							0

Upgrades	Single CA	Double CA	Triple CA	DH	PIC	2LS	TOTAL
Taupe							0
Woodgrain							0
Exterior Color							0
Hardware Finish							0
Full Screen							0
Obscured Glass							0
Grids							0

Patio Doors	*Standard*	*Custom*	TOTAL
5 Foot		1	7271
6 Foot			
8 Foot			
9 Foot			
12 Foot			

Upgrades		TOTAL
Taupe		0
Woodgrain		0
Exterior Color		0
Hardware Finish		0
Grids		0
Classic Style		0
French Style		0
Exterior Light		0

PROVIA

Item	EntryLink $	TOTAL
		0
		0
		0

Basement Hoppers		TOTAL
White	4	6576
Taupe		0

Extras		TOTAL
Trip Charge per Contract 50-100 miles	1	650
Trip Charge per Contract 100-165 miles		0
Window/Door Trimpack		0
Double Garage Door Trimpack		0
Krypton Gas/Unit		0
Triple Pane per UI		0
Tempered Glass per sq ft		0
LSCU per opening	13	4108
R&R Blinds per set		0
Casing/Foot	81	2025
1x4 Jamb/Foot	81	2025
1x6 Jamb/Foot		0
1x8 Jamb/Foot		0
1x10 Jamb/Foot		0
Custom Stain Match		0
Full Frame (requires jamb/casing)	9	4950
4LCA or 5LCA upcharge		0
Alter Opening without Header Work		0
Alter Opening with Header Work		0
Framing/Rock work on Alters		0

Misc.		TOTAL
		0
		0
		0

Commission		
Q.D.P. Discounted Price	$	54,462.00
Cash Discount	$	-
10% Initial Inspection Savings	$	49,015.80
Contract Price	$	42,980.00
Down Payment	$	-
Total Commission	$	6,372.05
Discount off Today Discount	$	3,017.90
Self Gen Bonus	$	-
Earned Commission	$	3,354.15

Total Commission

Before Install	$	3,354.15	Anthony Waswick
	$	-	

PAYMENT	
Cash	
Credit Card	

Green Sky	
Powerpay	
Lend Hi	
EB Split	
EB Single	
Aqua	
Service Finance	x

Home Depot	

LEAD SOURCE	
Lead	X
Self Gen (90 days or less)	
Self Gen (Over 90 days)	
Referral	

0
0
0
0
0
0

assessor@minotnd.gov
www.minotnd.gov
701-857-4160
10 3rd Ave SW
PO Box 434
Minot ND, 58702-0434

DATE: September 25, 2025

TO: Renaissance Zone Review Board

FROM: Ryan Kamrowski, City Assessor

REFERENCE: Renaissance Zone Project located at 1924 3rd St. NW, application by Shimfessel Revocable Living Trust.

I have been asked to confirm the completion of improvements detailed in the Renaissance Zone Application M-103.

It is in my opinion that the improvements have been substantially completed and replacement cost of said improvements exceed the minimum requirements for approval of the Renaissance Property Tax Exemption.

Renaissance Project 103-M

Bradley Shimfessel
1924 3rd St NW
Minot, ND 58703
brad.shimfessel@gmail.com
Phone: (859) 771-2789

Grant Date	Over Minimum Renovation	Minimum Renovation
Friday, 21 July, 2023	**$2,732.32**	**$ 48,900.00**

DESCRIPTION	COMPANY	DATE COMPLETED	ACCOUNT	AMOUNT
Full Home Window Replacement - initial payment	Your Home Improvement Company	21-Nov-23	USAA Checking	$ 2,000.00
Full Home Window Replacement - final payment	Your Home Improvement Company	3-May-24	AMEX HYSA	$ 40,980.00
Bathroom renovation - new sink/countertop combo	Home Depot	31-Jul-24	Chase Sapphire	$ 729.50
Sink/Countertop Install & Labor	C&C Plumbing	27-Aug-24	Chase Sapphire	$ 300.00
3 exterior doors purchased - self	Menards	12-Jul-25	Chase Sapphire	$ 1,582.88
labor for 3 exterior doors replaced	Kingmen Construction	4-Aug-25	Paige Checking	$ 1,789.63
water heater replacement	M4 Plumbing	15-Sep-25	USAA Checking	$ 4,250.31

$ 51,632.32

Date Ordered: July 31, 2024

Order Number: WJ61320326

Order Total: $729.50

Delivery

Product Information

Item	Qty	Price
Home Decorators Collection Bladen 61 in. Double Sink White Bath Vanity with White Cultured Marble Top (Assembled) Model #HD2060P2V13-WH Store SKU #1005665358	1	$678.60

Payment Information

Billing Address

Bradley Shimfessel
1924 3rd St Nw
MINOT, ND 58703

Payment Method

VI | Ending in 7036

Payment Details

Subtotal	$1,459.00
Discount	-$780.40
Delivery	FREE
Sales Tax	$50.90
Order Total	$729.50

October 2024						
S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

New Balance
$2,757.15

Minimum Payment Due
$40.00

Payment Due Date
10/21/24

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a late fee of up to $40.00 and your APR's will be subject to increase to a maximum Penalty APR of 29.99%.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	10 years	$6,172
$105	3 years	$3,787 (Savings=$2,385)

If you would like information about credit counseling services, call 1-866-797-2885.

ACCOUNT SUMMARY

Account Number: XXXX XXXX XXXX 8602	
Previous Balance	$1,848.24
Payment, Credits	-$1,848.24
Purchases	+$2,757.15
Cash Advances	$0.00
Balance Transfers	$0.00
Fees Charged	$0.00
Interest Charged	$0.00
New Balance	**$2,757.15**
Opening/Closing Date	08/25/24 - 09/24/24
Credit Access Line	$33,300
Available Credit	$30,542
Cash Access Line	$1,665
Available for Cash	$1,665
Past Due Amount	**$0.00**
Balance over the Credit Access Line	**$0.00**

ULTIMATE REWARDS® SUMMARY

Previous points balance	20,318
+ 3 Points per $1 earned on travel	0
+ 3 Points per $1 earned on dining	193
+ 1 Point per $1 on all other purchases	2,677
Total points available for redemption	**23,188**

Learn more about your rewards and start redeeming today. Visit Chase Ultimate Rewards® at www.UltimateRewards.com

Earn an annual travel credit for your first $300 in travel purchases and earn 3x points on travel purchases after that. Earn more when you purchase travel on Chase Travel(SM) - 5x points total on air travel and 10x points total on hotels and car rentals.

YOUR ACCOUNT MESSAGES

Effective October 10, 2024, you will not be able to use Chase credit cards to pay for third-party Buy Now Pay Later ("BNPL") installment plans. Payments to these installment plans (e.g., Klarna, AfterPay, etc.) using your Chase credit card will be declined.

If your Chase credit card is used for any of these recurring BNPL plans, please update the payment method with your BNPL provider to avoid any missed payments or late fees (if applicable).

0000001 FIS33339 D 13 Y 9 24 24/09/24 Page 1 of 3 06653 MA MA 71964 26810000130007196401
0518

CHASE SAPPHIRE RESERVE℠

41472024401986020000400000275715000000005

P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

AUTOPAY IS ON
See Your Account Messages for details.

Payment Due Date:	**10/21/24**
New Balance:	**$2,757.15**
Minimum Payment Due:	**$40.00**

Account number: XXXX XXXX XXXX 8602

$_____._____ Amount Enclosed

AUTOPAY IS ON

71964 BEX 9 26824 D
PAIGE E SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

CARDMEMBER SERVICE
PO BOX 6294
CAROL STREAM IL 60197-6294

⑆5000160 28⑆3592440 19860 25⑈

YOUR ACCOUNT MESSAGES (CONTINUED)

Your next AutoPay payment for $2,757.15 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	$ Amount
PAYMENTS AND OTHER CREDITS		
08/25	THE HOME DEPOT #3703 MINOT ND	-10.62
09/07	MENARDS MINOT ND MINOT ND	-5.47
09/20	AUTOMATIC PAYMENT - THANK YOU	-1,832.15
PURCHASE		
08/23	APPLE.COM/BILL 866-712-7753 CA	2.99
08/24	ALTERNATIVES PREGNANCY HTTPSALTERNAT CA	180.54
08/25	AMAZON MKTPL*R447V95D0 Amzn.com/bill WA	19.32
08/24	LG ELECTRONICS USA INC 000-0000000 NJ	43.27
08/28	LOWES #00907* 866-483-7521 NC	35.00
08/27	LOWES #00907* 866-483-7521 NC	54.14
08/27	SQ *C&C PLUMBING AND HEAT MINOT ND	300.00
08/29	SQ *BEARSCAT MAFB Minot ND	4.00
08/30	TST* PRAIRIE SKY BREADS MINOT ND	9.26
08/31	Prime Video *RK0471HA0 888-802-3080 WA	5.40
08/30	THE HOME DEPOT #3703 MINOT ND	88.93
08/30	THE HOME DEPOT #3703 MINOT ND	81.02
08/31	PP*GOOGLE TV 855-836-3987 CA	4.32
08/30	TST* PRAIRIE SKY BREADS MINOT ND	19.06
09/03	AMAZON MKTPL*ZT6W51OZ1 Amzn.com/bill WA	8.59
09/02	THE HOME DEPOT #3703 MINOT ND	42.98
09/03	JO CAMPING 607-779-2200 WI	128.99
09/06	Patreon* Membership Internet CA	3.25
09/06	CASH WISE FOODS #30 MINOT ND	71.13
09/08	KFC F275016 MINOT ND	41.38
09/10	AMAZON MKTPL*U253892K3 Amzn.com/bill WA	48.36
09/10	CASH WISE FOODS #30 MINOT ND	55.25
09/10	CASH WISE FOODS #30 MINOT ND	68.72
09/09	BROADWAY LIQUOR MINOT ND	55.49
09/10	MENARDS MINOT ND MINOT ND	12.89
09/10	THE HOME DEPOT #3703 MINOT ND	99.52
09/10	TST*URBAN GOURMET Minot ND	6.83
09/13	ETSY, INC. 718-8557955 NY	72.32
09/13	SMOKINGPIPES.COM 888-366-0345 SC	186.35
09/13	MINOT AIR FORCE BASE 20 MINOT AFB ND	18.45
09/13	MINAF BISTRO MINOT AFB ND	7.25
09/16	CHAPTERSTEACO HTTPSDRINKCHA MI	48.99
09/17	AMAZON MKTPL*F650V80N3 Amzn.com/bill WA	18.26
09/19	MINOT MAIN EXCHANGE MINOT AFB ND	74.20
09/18	TST*BROADWAY BEAN Minot ND	4.61
09/20	MARKETPLACE FOODS MINOT ND	36.10
09/23	ND GAME & FISH DEPT-IN 701-328-6335 ND	97.00
09/23	CARPETLAND 701-8525231 ND	700.00
09/24	APPLE.COM/BILL 866-712-7753 CA	2.99

2024 Totals Year-to-Date	
Total fees charged in 2024	$0.00
Total interest charged in 2024	$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

Transactions (continued)

Date	Description	Debits	Credits	Balance
11/21	ACH WITHDRAWAL 112023 SERVICE FINANCE PAYMENTS **********7395	$2,000.00		$3,474.19
11/24	RECURRING DEB CARD PURCH 112323 5815112323 ANGELSTUDIOSSUBSCR WWW.ANGEL.COMUT	$299.99		$3,174.20
11/27	ACH WITHDRAWAL 112723 HOME DEPOT AUTO PYMT **********0534	$454.70		$2,719.50
11/28	ACH WITHDRAWAL 112823 CITY OF MINOT UT UT **********1976	$60.25		$2,659.25
11/28	ACH PAYMENT 112723 USAA CREDIT CARD PAYMENT **********7104	$549.08		$2,110.17
11/29	ACH DEP 120123 DFAS-IN IND, IN AF PAY J **********4350		$2,459.56	$4,569.73
11/29	ACH WITHDRAWAL 112723 MDU PAYMENTS **********1439	$37.86		$4,531.87
12/04	ACH WITHDRAWAL 120123 CITIZENS MTG PMT **********0843	$1,303.69		$3,228.18
12/06	ACH WITHDRAWAL 120623 CHASE CREDIT CRD AUTOPAY **********6482	$462.71		$2,765.47
12/07	CHECK # 1172	$120.00		$2,645.47
12/13	ACH DEP 121523 DFAS-IN IND, IN AF PAY J **********4350		$2,709.54	$5,355.01
12/14	ACH WITHDRAWAL 121423 AMZ_STORECRD_PMT PAYMENT **********5484	$211.87		$5,143.14
12/15	IOD INTEREST PAID		$0.03	$5,143.17
12/15	Ending Balance			$5,143.17

Interest Paid Information

Your interest paid was calculated using your daily ledger balance for 30 days for an annual percentage yield earned of 0.01%.

continued on next page>>>

FDIC INSURED

YOUR ACCOUNT MESSAGES (CONTINUED)

Your next AutoPay payment for $1,674.82 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	$ Amount
PAYMENTS AND OTHER CREDITS		
08/05	AUTOMATIC PAYMENT - THANK YOU	-1,404.72
PURCHASE		
07/07	THE HOME DEPOT 3703 MINOT ND	37.58
07/09	JIMMY JOHNS - 1208 - E 612-720-6224 ND	13.93
07/13	ACME TOOLS MINOT MINOT ND	134.36
07/13	222 HARDEES MINOT N MINOT ND	13.96
07/14	222 HARDEES MINOT N MINOT ND	8.91
07/14	THE HOME DEPOT 3703 MINOT ND	38.11
07/15	PAPA JOHN'S #2981 701-852-7272 ND	19.44
07/15	CITY OF MINOT REVENUE MINOT ND	5.00
07/20	CULVERS OF MINOT MINOT ND	21.37
07/18	CITY OF MINOT REVENUE MINOT ND	5.00
07/20	CITY OF MINOT REVENUE MINOT ND	5.00
07/21	Microsoft*Microsoft 365 B 425-6816830 WA	1.99
07/20	CITY OF MINOT REVENUE MINOT ND	10.00
07/20	CITY OF MINOT REVENUE MINOT ND	5.00
07/20	QDOBA 2959 MINOT ND	12.89
07/21	THELANDINGBOTTLESHOP MINOT ND	11.90
07/24	222 HARDEES MINOT N MINOT ND	8.91
07/26	KFC F275016 MINOT ND	10.73
07/27	SQ *SACRAMENTO MOUNTAIN N Larkspur CO	8.48
07/29	TST* MURPHY S PUB & GRILL RAPID CITY SD	68.74
07/28	SAFEWAY #1466 COLORADO SPRI CO	116.75
07/30	CCW SAFE 405-7248501 OK	16.00
07/29	DUTCH BROS WY0102 CHEYENNE WY	2.16
07/30	BLACK HILLS BAGELS CARDP RAPID CITY SD	33.14
07/30	PILOT 918 RAPID CITY SD	23.54
08/03	AMC 4328 MINOT 9 MINOT ND	32.74
08/04	THE HOME DEPOT 3703 MINOT ND	279.69
08/05	HOMEDEPOT.COM 800-430-3376 GA	729.50

2024 Totals Year-to-Date	
Total fees charged in 2024	$0.00
Total interest charged in 2024	$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	24.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	29.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfers	24.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate
(d) = Daily Balance Method (including new transactions)
(a) = Average Daily Balance Method (including new transactions)
Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

This Statement is a Facsimile - Not an original

ESTIMATE

Prepared For

Bradley Shimfessel
1924 3rd st Nw
Minot, Nd 58703
(859) 771-2789

Kingsmen Construction

3017 9th St Nw
MINOT, ND 58703
Phone: (701) 381-8220
Email: d.debruto@mail.com

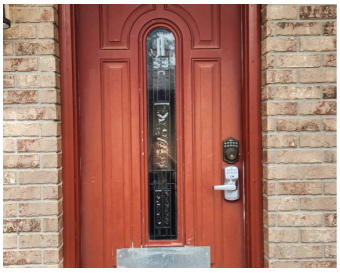
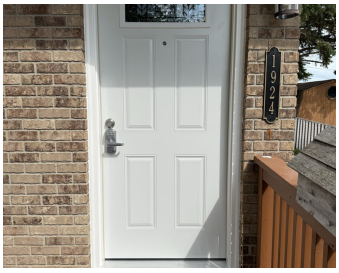
Estimate #	101
Date	08/04/2025

Description	**Total**
Entry doors	$1,500.00

Scope:

We are replacing three entry doors

Front door $500
Side door $500
Garage entry door $500

Supplies	$289.63

-Spray foam
- Locking mechanism’s
-Fasteners
-Sealant white&clear
-Pre cut brick mold

Subtotal	$1,789.63
Total	**$1,789.63**

By signing this document, the customer agrees to the services and conditions outlined in this document.

Brad Shimfessel

Signed on: 08/07/2025

Bradley Shimfessel

USAA®

BRADLEY B SHIMFESSEL

1184

30-7426/3140

15 Sept 2025
Date

Pay to the Order of M4 Plumbing $ 4250.31

four thousand two hundred fifty and 31/100 Dollars

Photo Safe Deposit® Details on back

Retain Copy

God Bless America

USAA FEDERAL SAVINGS BANK
10750 McDERMOTT FWY
SAN ANTONIO, TEXAS 78288-0544
(210) 456-8000 1-800-832-3724

USAA

For Water Heater

MP

For security and protection, this section has been removed.

ISN# 000070094643
Date 9/15/2025

09/15/2025 First International Bank 091305031 20 1020

CHECK HERE IF MOBILE DEPO

For security and protection, this section has been removed.

Transaction Details
Description
CHECK # 0000001184
Account Number
022*****1036
Posted Date
2025-09-16
Amount
$4,250.31

MY Plumbing
1519 3rd AVE SW
Minot ND 58701
701-500-9051

Contractors Invoice

WORK PERFORMED AT:

TO:
Paige
1924 3rd St NW

DATE	YOUR WORK ORDER NO.	OUR BID NO.
9/15/25		

DESCRIPTION OF WORK PERFORMED

Remove old Water heater tank and
replace with new tankless Heater
and run vent to out side

quoted Price 4200.00

Total Price
Labor and Material

Final Price 4,250.00

All Material is guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in a substantial workmanlike manner for the agreed sum of _____

_____ Dollars ($ 4250.00).

This is a ☐ Partial ☒ Full invoice due and payable by: _____ (COD) _____ _____
Month Day Year

in accordance with our ☐ Agreement ☐ Proposal No. _____ Dated _____ _____ _____
Month Day Year

adams NC3822 09-11

American Express National Bank
115 W Towne Ridge Parkway
Sandy, UT 84130-0384

Account Owner(s): Paige Shimfessel and Bradley Shimfessel
High Yield Savings Account: xxxxxxxx3314 (continued)

Account Activity

Date	Transactions	Debits	Credits	Balance
04/12/2024	**Beginning Balance**			**$90,220.96**
05/03/2024	ACH Withdrawal SERVICE FINANCE PAYMENTS	$40,980.00		$49,240.96
05/11/2024	Interest Payment		$267.90	$49,508.86
05/11/2024	**Ending Balance**			**$49,508.86**

MENARDS.COM
5101 MENARD DR
EAU CLAIRE, WI 54703

Not valid for rebate submissions

Allowable returns for items on this receipt will be in the form an in store credit voucher if the return is done after 10/10/25

ORDER DELIVERY	67762	
3 1@$1.95		$1.95
ORDER DELIVERY	67762	
3 1@$109.00		$109.00
ORDER DELIVERY	38484126	
3 1@$0.00		$0.00
SPECIAL ORDER		38484126
MMPH PREF STEEL PROMPT		SB
SPECIAL ORDER		
4000437 1@$599.00 SEQ#3		$599.00
MMPH PREF STEEL PROMPT		SB
SPECIAL ORDER		
4000437 1@$439.00 SEQ#2		$439.00
MMPH EXTERIOR STEEL DOOR		SB
SPECIAL ORDER		
4000446 1@$323.50 SEQ#1		$323.50
END OF ORDER		
Subtotal		$1,472.45
Taxes and Fees		$110.43
Total		$1,582.88
Payment Method(s) Used:		
Visa - 7036		$1,582.88

SB = Special order items may be refunded at Menards sole discretion with a 25% restocking fee.

100 76 7565 07/12/25 04:31 PM 3598

SERVICE FINANCE COMPANY, LLC
PO BOX 791604
BALTIMORE MD 21279-1604

SERVICE FINANCE COMPANY, LLC
A subsidiary of Truist

This is a Billing Statement

Statement Date:	04/20/2024
Account Number:	3877395
Name:	SHIMFESSEL BRADLEY
Dealer:	Your Home Improvement Com
Product Type:	WINDOWS/DOORS
Maturity Date:	06/02/2034
Current Rate:	0.00000
Current Principal Balance:	40,980.00
Interest Accrued:	0.00
Total Past Due:	0.00
Total Current Due:	0.00
ACH Frequency:	Unknown
ACH Next Date:	
ACH Scheduled Amount:	0.00

BRADLEY SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

Transactions:

Date	Amount	Description	Principal	Interest	Other	Principal Balance
03/20/2024		Beginning Balance				40,980.00
04/20/2024		Ending Balance				40,980.00

Payments Due:

Due Date	Payment Number	Description	Total Due
		Total Payment Due	0.00
		Total Amount Due	**0.00**

Statement Balance does not reflect Payoff. Office Hrs M – F 8am – 11pm, Sat 9am - 8pm EST, Closed Sunday

Promotion Purchase Summary

YOU ARE NOT REQUIRED TO MAKE PAYMENTS AND FINANCE CHARGES (INTEREST) WILL NOT ACCRUE DURING THE **"NO INTEREST NO PAYMENT"** (NINP) PROMOTIONAL PERIOD. IF PAYMENTS ARE MADE DURING THE PROMOTIONAL PERIOD, THEY WILL BE APPLIED TO YOUR PRINCIPAL BALANCE. IF YOU PAY THE AMOUNT FINANCED IN FULL DURING THE PROMOTIONAL PERIOD, THEN YOU WILL NOT HAVE TO PAY INTEREST. HOWEVER, IF YOU DO NOT PAY THE ENTIRE AMOUNT FINANCED DURING THE PROMOTIONAL PERIOD, INTEREST WILL ACCRUE BEGINNING ON THE FIRST CALENDAR DAY FOLLOWING THE PROMOTIONAL EXPIRATION DATE. YOUR FIRST PAYMENT OF PRINCIPAL AND INTEREST WILL BE DUE APPROXIMATELY THIRTY (30) CALENDAR DAYS AFTER THE PROMOTIONAL EXPIRATION DATE. LATE CHARGES WILL APPLY AS SET FORTH IN THE AGREEMENT.

Promotional Start Date	Promo Expiration Date	Current Principal Balance	Promotion Type	Amount Financed	Status Code
06/02/2023	06/02/2024	40,980.00	Standard - 999 - 132	42,980.00	1

Status Definition: 1= Active=Within Promotional Period, 3= Expired Due to Expiration of Promotional Period

REMITTANCE COPY

Name:	SHIMFESSEL BRADLEY	**Total Past Due:**	0.00
Account Number:	3877395		
Statement Date:	04/20/2024	**Total Current Due:**	0.00
		Amount Enclosed:	$ _____

BRADLEY SHIMFESSEL
1924 3RD ST NW
MINOT ND 58703-1344

SERVICE FINANCE COMPANY, LLC
PO BOX 791604
BALTIMORE MD 21279-1604

6000 3877395 0000000000 0000000000 1

From:	Mitch Meier
To:	Brian Billingsley
Subject:	Re: Freight Building Facade Improvement
Date:	Wednesday, September 17, 2025 9:30:17 AM
Attachments:	image001.png image002.png image003.png image005.png image006.png

---

Caution: This message has originated from an **External Source**.
Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Thanks Brian that would be appreciated. Is there any additional info that we would need to provide for that meeting? I appreciate the help on this.

Thanks,
Mitch

Mitch Meier - Assoc. AIA

Project Designer

Ackerman-Estvold

3315 45th Street S, Suite 100

Fargo, ND 58104

Office: 701.551.1250

Direct: 701.551.1240

www.ackerman-estvold.com

Follow us on Facebook, LinkedIn and Twitter!

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From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Wednesday, September 17, 2025 9:01 AM
To: Mitch Meier <mitch.meier@ackerman-estvold.com>
Subject: RE: Freight Building Facade Improvement

Mitch,

I can place this on the October 23rd meeting agenda (the September meeting is cancelled). Please let the GC know that the Renaissance Zone Board has never shown any resistance on a time extension approval. They understand that we have longer winters and experience delays in shipping construction materials.

Brian

Brian K. Billingsley, AICP
City of Minot, Community & Economic Development Director
Office Phone # (701) 857-4147
AICP Certified

From: Mitch Meier <mitch.meier@ackerman-estvold.com>
Sent: Tuesday, September 16, 2025 3:02 PM
To: Brian Billingsley <brian.billingsley@minotnd.gov>
Subject: Re: Freight Building Facade Improvement

Caution: This message has originated from an **External Source**.
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Brian,
Thanks for the info regarding where to ask for a time extension and good to know they are very willing to grant those extensions.
Regarding the current project, I think the general contractor wants to ask for that timeline extension now so they have something in writing that allows them to go to that date since their mason won't be able to start any grouting until after winter. That way they general contractor has something more concrete that they can base their schedule on and have the time they believe is necessary. Would we be able to ask for that extension at this time and do you think we would have a good chance of being granted it, or is that something that you recommend that we wait until the time you mentioned to ask for that extension?

Thanks,
Mitch

Mitch Meier - Assoc. AIA

Project Designer

Ackerman-Estvold

3315 45th Street S, Suite 100

Fargo, ND 58104

Office: 701.551.1250

Direct: 701.551.1240

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From: Brian Billingsley <brian.billingsley@minotnd.gov>
Sent: Monday, September 15, 2025 4:35 PM
To: Mitch Meier <mitch.meier@ackerman-estvold.com>
Subject: RE: Freight Building Facade Improvement

Mitch,

The Renaissance Zone Review Board has the authority to grant a time extension of up to seven months on the project. Let's wait until next Spring to see if there are any other delays that could require additional time to complete.

I suggest that you reach out to me again in March/April. The contract requires completion by May 31, 2026. The Board has approved time extensions for all previous applicants that requested one.

Brian

Brian K. Billingsley, AICP
City of Minot, Community & Economic Development Director
Office Phone # (701) 857-4147
AICP Certified

From: Mitch Meier <mitch.meier@ackerman-estvold.com>
Sent: Monday, September 15, 2025 4:25 PM
To: Brian Billingsley <brian.billingsley@minotnd.gov>
Subject: Freight Building Facade Improvement

Caution: This message has originated from an **External Source**.
Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

Good afternoon Brian,
We are looking at asking for a formal project timeline extension for the Freight Building in downtown Minot that is utilizing funding from the downtown facade program. We are looking to ask to extend the timeline to mid or late June in order to complete the Masonry work without taking on extra costs due to winter construction. I am wondering what would be necessary from the City's standpoint for us to make this formal request? We are hoping to submit it this week in time for the City Countil meeting next week if possible.

I've also include an email from the general contractor as well as the mason sub-contractor's letter for additional info and reference.

Thanks,
Mitch

Mitch Meier - Assoc. AIA

Project Designer

Ackerman-Estvold

3315 45th Street S, Suite 100

Fargo, ND 58104

Office: 701.551.1250

Direct: 701.551.1240

www.ackerman-estvold.com
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From: Jacob Hight <jacob@hightconstruction.com>
Sent: Friday, September 12, 2025 5:26 PM
To: Mitch Meier <mitch.meier@ackerman-estvold.com>
Cc: Ryan Anderson <Ryan.Anderson@ackerman-estvold.com>; Titus Clouse <titus@hightconstruction.com>; Jayden Sailor <jayden@hightconstruction.com>
Subject: Freight Building Facade Improvement - RFI 01

Mitch,

We received a detailed proposal from our masonry subcontractor, Tyler Ballantyne, regarding the tuckpointing scope for the Downtown Freight Building under the Minot Façade Improvement Program. He raised valid concerns about the feasibility of completing the work under the current timeline due to the late issuance of the contract, his existing commitments through October, and the seasonal weather limitations for masonry grouting in Minot.
Summary of Proposal:

- **Phase 1 (Nov 1, 2025 – Mar 31, 2026):** Mortar joint grinding (~10,000 sq ft) – feasible during winter.
- **Phase 2 (Apr 1 – June 15/30, 2026):** Grouting and final wash – requires consistent temps above 40°F for curing (ASTM C270).
- **Justification:** Winter conditions and delayed contract make March 1, 2026 deadline unrealistic. He along with Hight Construction is requesting an extension to **June 15 or 30, 2026**.

Requested Action:
We'd like to confirm your support in requesting a formal project timeline extension from the City Council, so it can be reviewed at the **September 22** meeting. Or the approval of winterization costs to meet the initial project deadline.

Please let us know your thoughts, and if you would need us to be included in approaching the City to request an extension or preparing supporting documentation. We are happy to help.

I have attached Tyler's email to us for your reference.

Thanks,

Jacob T. Hight | President | Hight Construction, LLC
jacob@hightconstruction.com | www.hightconstruction.com

---

21 2nd St NE
PO Box 458
Minot, ND 58702-0458
Tel: 701.839.5819
Fax: 701.839.1094
ND License: 28529 Class A

GOOGLE2

BIDS

FAÇADE IMPROVEMENT PROGRAM
LOAN AGREEMENT

This Agreement (hereinafter "Agreement") is executed and made effective as of July 3, 2025 (hereinafter "Effective Date"), and is by and between the City of Minot, a North Dakota municipality (hereinafter "City") and Aksal Group, LLC (hereinafter "Property Owner"). City and Property Owner are jointly referred to herein as the Parties. This Agreement concerns façade improvements made to the following property:

NAME OF BUSINESS/DESCRIPTION OF PROPERTY: Aksal Group, LLC

ADDRESS OF PROPERTY TO BE IMPROVED: 110 Central Ave. E.

PARCEL ID: MI24.G20.000.0030

LEGAL DESCRIPTION: Citizens Alley Addition, Lot 3

WHEREAS, the City implemented a Façade Improvement Program (hereinafter "Program") to provide public funds as an incentive to encourage private investment for exterior true-to-period façade improvements to properties located in the City's Central Business District;

WHEREAS, Property Owner applied for funding assistance related to a complete façade renovation or replacement;

WHEREAS, City proposes to make financial support available to assist the Property Owner to complete the façade renovation or replacement in accordance with the approved application;

WHEREAS, City's financial support will consist of a no-interest forgivable loan up to 75% of the total project costs, but in no event more than $171,696 (APPROVED BY COUNCIL);

WHEREAS Façade Loans are to be reimbursable and used solely for a portion of the project costs.

NOW, THEREFORE, in consideration of the promises of the parties' and other valuable consideration, the receipt and adequacy of which are acknowledged by each party to the other, City and Property Owner covenant and agree, as follows:

1. Loan Amount. City shall lend Property Owner and Property Owner shall borrow from City the sum of up to $171,696 (APPROVED BY COUNCIL);in the form of a no-interest, forgivable loan, the terms of which are contained in the promissory note attached hereto as Exhibit A (hereinafter "Façade Loan"). The Façade Loan shall be used solely for reimbursement of costs associated with the Property Owner's approved complete façade renovation or replacement, more specifically described in the Property Owner's application for funding (hereinafter "Project"). The Façade Loan will be disbursed to Property Owner, subject to the conditions of the Agreement, and provided the Property Owner has met and fully satisfied the following requirements: (i) this Agreement and the promissory note have been duly-executed by an authorized representative of Property

Owner; (ii) personal guarantees have been duly-executed by each principal of the Property Owner; and (iii) Property Owner has satisfied the Conditions Precedent set forth in Section 2 of this Agreement.

The Façade Loan shall be repaid to City in one installment, without interest, ten years after the City distributes the Façade Loan to Property Owner (hereinafter "Façade Loan Repayment Date," subject to the provisions of Section 3 of this Agreement.

2. Conditions Precedent to Payment of Façade Loan. The Parties expressly acknowledge and agree that the following listed conditions shall be considered conditions precedent and that all of these conditions must be satisfied in full before the City disburses any Façade Loan funds.
    a. Project Plan. Property Owner's application, as approved, is attached and incorporated into this Agreement as Exhibit C. Property Owner agrees to complete the Project in accordance with the approved plans, design drawings, and specifications set forth in Exhibit C and attachments thereto and in accordance with the terms of this Agreement.
    b. Project Completion. The Project shall be completed on or before May 31, 2026. The City Council, in its reasonable discretion, may allow extensions due to inclement weather or difficulty in obtaining building materials.
    c. Verification of Project Completion. Within 30 days of completion of the Project, the Property Owner shall notify the City's Economic Development Administrator and schedule a time for an inspection.
        i. If the Project is deemed complete and in compliance with Exhibit C, the Economic Development Administrator shall inform the Property Owner of that, in writing.
        ii. In the event that the Economic Development Administrator identifies inconsistencies in the approved plans and actual work completed, the Economic Development Administrator shall notify the Property Owner, in writing, and provide a timeframe for correction of the required work. All work that is not in conformance with the approved plans, design drawings, and specifications must be remedied by the Property Owner and made to comply with the approved plans, design drawings, and specifications at the Property Owner's expense. The City will not reimburse the Property Owner for any expense required to correct deficient or improper work.
    d. Submission of Necessary Documentation. Within 30 days of receiving written verification that the Project is complete and in compliance with Exhibit C, Property Owner shall submit invoices, receipts, bank statements, credit card receipts, or other allowable written proof of Project costs to the Economic Development Administrator. If a contractor is retained to complete the façade improvements, a properly executed and notarized contractor's statement to the Economic Development Administrator showing the full cost of the work, as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials, or equipment necessary to complete the façade and streetscape improvement related work. In addition, the Property Owner shall submit to the Economic Development Administrator proof

of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The Economic Development Administrator and Finance Director shall review the documentation and provide written verification that the costs submitted are eligible for reimbursement.

e. No Default. The Property Owner shall not be in default under this Agreement or adjudicated in default by a court of competent jurisdiction on any other agreement, obligation, representation, or promise with any other entity doing business in the State of North Dakota.

f. In Good Standing. The Property Owner shall be, and remain throughout the term of this Agreement, in good standing under the laws of the State of North Dakota.

g. Duly Authorized. The Property Owner shall be duly-authorized to enter into this Agreement and to perform its obligations hereunder.

h. Solvent. Property Owner shall be, and remain throughout the term of this Agreement, a solvent corporation capable of fulfilling its obligations hereunder, and shall not be the subject of any "Insolvency Event." For purposes of this Agreement, the term Insolvency Event means (a) Property Owner's (i) failure to generally pay its debts as such debts become due; (ii) admission in writing that it is unable to pay its debts generally; or (iii) general assignment for the benefit of creditors; (b) a proceeding instituted by or against Property Owner (i) seeking to adjudicate it bankrupt or insolvent; (ii) seeking liquidation, winding up, reorganization, arrangement, adjustment, protection, relief, or composition of it or its debts under any law relating to bankruptcy, insolvency, or reorganization or relief of debtors; or (iii) seeking entry of an order for relief or the appointment of a receiver, trustee, or other similar official for it or for any substantial part of its property (and in the case of any such proceeding instituted against Property Owner, such proceeding shall remain undismissed for a period of sixty (60) days or any of the actions sought in such proceeding shall occur); or (c) Property Owner takes any action to authorize any of the aforementioned actions.

i. No Conflicting Obligations. Neither the execution and delivery of this Agreement, nor Property Owner's performance of its obligations hereunder, shall breach any known obligation, right or interest of a third party, regulatory agency, Board of Directors or other governing body with authority over Property Owner.

j. Automatic Door. In accordance with City of Minot Code of Ordinances Chapter 9, Article VIII, Section 9-137, every building open to public use that has received the benefit of public funds from the city to make building improvements or construct a new building shall provide for the installation of an automatic door for at least one main entrance to the building. If the immediate interior of the building is only accessible through a vestibule, the requirement requires the installation of as many automatic doors as are necessary to allow passage through the vestibule and into the immediate interior of the building.

3. Repayment and Forgiveness of Façade Loan. Property Owner shall repay the Façade Loan, in full, on or before the Façade Loan Repayment Date. However, Property Owner

will be deemed to have made full payment against the balance of the Façade Loan if the described conditions are satisfied on or before the Façade Loan Repayment Date:

a. Annual Inspections. The Property Owner shall allow the Economic Development Administrator to complete annual inspections of the facade. The Economic Development Administrator will document their annual inspection in writing and provide a copy of the annual inspection to the Property Owner.
b. Façade Maintenance. The Property Owner shall maintain their facade in a manner that is consistent with the approved application, approved plans, design drawings and specifications and in accordance with this Agreement and any applicable laws or regulations. In the event the Property Owner intends to modify the facade for any reason, including for general maintenance, and the modification will produce visible differences in the approved application and design, the modification must be first reviewed and approved, in writing, by the Economic Development Administrator. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the improvements as specified in the original plans, design drawings, and specifications approved pursuant to this Agreement.
c. Graffiti Removal. The Property Owner shall maintain the façade in appearance and agrees to remove any graffiti within forty-eight hours, or if not possible within that timeframe because of weather conditions, as soon as weather conditions reasonably permit.
d. Insurance. The Property Owner shall secure and keep in force insurance for the replacement value of the structure, proof of which will be provided to the City within twenty-four hours of City's request. The insurance must cover restoration of the façade in compliance with the Program, and such insurance must be secured upon completion of the renovated façade. To the extent required by North Dakota law, Property Owner and their contractor(s) shall carry worker's compensation insurance to cover all workers involved in the project. Property Owner shall also maintain, at their own expense, general liability insurance covering the subject property and the resultant uses thereof. The Property Owner shall provide the City with copies of these Certificates of Insurance and shall provide the City with notice of any cancellation or change in coverage during the term of this Agreement. Any lapse of insurance coverage during the term of this Agreement shall be considered a material breach of this Agreement.
e. Lighting Requirements. The Property Owner shall light all display windows and signs every day, from dusk until 10:00 P.M.
f. Signage Requirements. After completion, Property Owner shall display a sign (provided by the City) indicating participation in the City's Façade Improvement Program. The sign shall be displayed on either the exterior or in the front window of the building for a period of thirty (30) days.
g. Property Occupation. Property Owner agrees to maintain use and occupancy of the first floors of the building or, in the event of a vacancy, actively market the space to attempt to maintain use and occupancy of the first floor of the building.

h. Successors. This Agreement shall be binding upon the City and Property Owner and its successors. It shall be the responsibility of the Property Owner to inform subsequent property owners of the provisions of this Agreement. In the event the Property Owner sells the real property enrolled in the Façade Improvement Program, he or she shall assign, with prior written approval from the City Council, all of the obligations to the buyer of the real property.

i. Observe Common Hours. In the event that a Business Improvement District (BID) is formed downtown, retail uses shall conform to hours of operation as set by the district.

4. Default. In the event of default by Property Owner of any of the material terms or conditions of this Agreement, where City has provided written notice of such default to Property Owner and where such default is not cured within 30 days of the written notice, City may, upon ten (10) days' notice to Property Owner, declare the Façade Loan immediately due and payable.
5. Consequences of Default. If Property Owner breaches the terms of this Agreement, Property Owner shall not be entitled to be eligible for a future façade improvement program loan until Property Owner completes the Façade Loan repayment to City. This qualification attaches to Property Owner and to each principal of Property Owner (including other entities owned in whole or in part by a Principal of Property Owner).
6. Payment to Third Parties. The City shall not be a party to nor is it liable for any contractual payments to any contractors, architects, or other third parties. Payments to any contractors, architects, or other parties are the sole responsibility of the Property Owner, and the Property Owner agrees to indemnify, warrant and defend the City from any such claims from third parties for payment.
7. Further Assurances. Property Owner shall, upon request from City, execute and delivery all further instruments and cause to be done all further acts that may be necessary and/or proper to carry out the provisions and purposes of this Agreement.
8. Amendments. This Agreement may be amended at any time by agreement of the Parties evidenced in writing, signed by both Parties.
9. Survival. The terms and conditions of this Agreement shall survive execution of any additional documents contemplated by this Agreement, including (but not limited to) the Promissory Notes, unless the subsequent documents clearly reference this Agreement and contain a statement or statements that the terms and conditions are amended or superseded.
10. Assignment of this Agreement. Property Owner may not, voluntarily or involuntarily, transfer, assign, or delegate to any other person or entity all or any part of its rights or obligations arising under this Agreement without the prior written consent of City.
11. Authority to Execute Agreement. Each party represents and warrants that this Agreement has been duly authorized, executed, and delivered by it; that the undersigned representatives are duly authorized to sign this Agreement on behalf of the party for whom they are signing and whom they represent; and that this Agreement constitutes a valid and binding obligation, enforceable in accordance with its terms.
12. Notices. All notices, certifications, or communications required by this Agreement shall be given in writing and shall be deemed delivered.

To CITY:
City of Minot City Manager's Office
c/o City Manager
PO Box 5006
Minot ND 58702

To PROPERTY OWNERS:
Aksal Group, LLC
c/o Ryan Ackerman and Jessica Ackerman
1112 Sunrise Court SE
Minot, ND 58701

13. Complete Agreement. This Agreement, including exhibits hereto, contains all agreements between the Parties. There are no other representations, warranties, agreements, or understandings, oral, written, or implied, among the Parties, except to the extent reference is made thereto in this Agreement.
14. Severability. If a court of competent jurisdiction finds any part of this Agreement to be invalid, the remainder of this Agreement shall not be invalidated. Any part of any section found to be invalid shall not invalidate the remaining part of said section, and the invalid section may be reformed to be valid and enforceable to the extent allowed by law.
15. Signatures. This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
16. Captions. The captions and headings in this Agreement are for convenience only and do not limit, define, or describe the scope or intent of any provision of this Agreement.
17. Applicable Law and Jurisdiction. This Agreement shall be governed in all respects, whether as to validity, construction, performance, or otherwise, by the laws of the State of North Dakota. All parties agree the proper forum for the resolution of any dispute or claim pursuant to this Agreement shall be the District Court of Ward County, North Dakota, and irrevocably consent to the jurisdiction of these courts, waiving all defenses of inconvenient forum or otherwise.
18. Indemnification. The Property Owner understands and agrees that the City, and its officers, agents, and employees shall have no responsibility or liability of any failure of inadequacy of performance or defective workmanship or materials in regard to the agreed-upon improvements that this Agreement contemplates. Property Owner shall indemnify, release, and defend and hold the City, its officers, employees, and agents harmless from all claims, losses, liabilities, damages, suits, actions or proceedings by any person including the Property Owner, its employees and agency from personal injury, death, or property damage from any cause whatsoever in whole or in part arising out of this Agreement or the activities contemplated hereunder.
19. Attorneys' Fees. In the event any lawsuit is initiated under this Agreement, and City is the prevailing party, Property Owner shall, except when prohibited by law, pay City's reasonable attorney fees and costs in connection with the lawsuit.

20. Binding Effect. This Agreement shall be binding upon the Parties hereto and upon their respective successors and assigns.
21. Open Records. Property Owner understands that the City must comply with the state's open records laws, and will make all books and records pertaining to the City's façade improvement project available to the City for inspection, review and audit purposes at all reasonable times upon requests for records for the period of this agreement and for three (3) years thereafter.

Dated: July 7, 2025. CITY OF MINOT

By: _____
Mark Jantzer
Its: Acting Mayor

STATE OF NORTH DAKOTA)
) SS.
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on July 7, 2025 by Acting Mayor Mark Jantzer on behalf of the City of Minot.

MIKAYLA MCWILLIAMS
Notary Public
State of North Dakota
My Commission Expires March 17, 2026

Mikayla McWilliams
Notary Public

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Dated: July 3, 2025.

PROPERTY OWNER

By: _____

Its: Managing Member

(SECOND LINE FOR SIGNATURE IF NEEDED)

STATE OF NORTH DAKOTA)
) SS.
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on July 3, 2025

by Jessica Ackerman on behalf of Aksal Group, LLC, PROPERTY OWNER(S).

ROBBY L BERARD
Notary Public
State of North Dakota
My Commission Expires Dec. 28, 2027

_____
Notary Public

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EXHIBIT A: PROMISSORY NOTE

Date: (Date of Disbursement)

FOR VALUE RECEIVED, and in accordance with that certain Façade Improvement Program Loan Agreement by and between the City of Minot, North Dakota (hereinafter "City") and Aksal Group, LLC (hereinafter "Property Owner") effective the (date of execution of agreement) (the "**Façade Loan Agreement**"), Property Owner promises to pay to the order of City, at the times and in the manner hereinafter provided, the sum of **(NOT TO EXCEED $171,696 AMOUNT DISBURSED)** (Forgivable Loan) with no interest on or before INSERT FAÇADE LOAN REPAYMENT DATE (THE "Façade Loan Repayment Date") as provided by the Façade Loan Agreement, the terms of which are incorporated and made part of this instrument; *provided*, however, in the event that the conditions specified in Section 3 of the Façade Loan Agreement are satisfied, the Loan payment shall be forgiven by City as if the payment due had been paid by Property Owner on its due date.

In the event of default in any payment due under this Note or in the event of default by Property Owner under the Façade Loan Agreement, then at the option of the holder of this Note, all of the amount then owing under this Note shall immediately become due and payable, with five days written notice to Property Owner, which hereby waives demand, presentment, notice of protest and notice of dishonor. The failure to assert this right shall not be deemed a waiver.

Property Owner shall have the right to prepay the obligation set forth in this Note in whole or in part at any time without penalty.

It is further understood that this Note is secured by personal guaranties from Aksal Group, LLC in substantially the form attached hereto as Exhibit B.

IN WITNESS WHEREOF, Property Owner has caused this Note to be executed effective this _____ day of _____, 20___.

_____

By: Ryan Ackerman, Authorized Member

_____

By: Jessica Ackerman, Authorized Member

STATE OF NORTH DAKOTA)
COUNTY OF WARD)

The foregoing instrument was acknowledged before me on _____, 20___ by

_____on behalf Aksal Group, LLC.

_____

Notary Public

EXHIBIT B: PERSONAL GUARANTEE

FAÇADE IMPROVEMENT PROGRAM

PERSONAL GUARANTY

Guarantor: Ryan Ackerman and Jessica Ackerman

Borrower: Aksal Group, LLC
Ryan Ackerman and Jessica Ackerman
c/o Registered Agent
1112 Sunrise Court SE
Minot, ND 58701

Lender: City of Minot
c/o Finance Director
PO Box 5006
Minot ND 58702

Note Amount: [not to exceed $171,696]

Date of Note: [TBD]

CONTINUING GUARANTEE OF PAYMENT AND PERFORMANCE. For good and valuable consideration, Guarantor absolutely and unconditionally guarantees full and punctual payment and satisfaction of the Indebtedness of Borrower to Lender, and the performance and discharge of all Borrower's obligations under the Promissory Note (hereinafter "Note"), Façade Improvement Program Loan Agreement (hereinafter "Agreement"), and the Related Documents. This is a guaranty of payment and performance and not of collection, so Lender can enforce this Guaranty against Guarantor even when Lender has not exhausted Lender's remedies against anyone else obligated to pay the Indebtedness or against any collateral securing the Indebtedness, this Guaranty or any other guaranty of the Indebtedness. Guarantor will make any payments to Lender or its order, on demand, in legal tender of the United States of America, in same-day funds, without set-off or deduction or counterclaim, and will otherwise perform Borrower's obligations under the Note, Agreement, and Related Documents. Under this Guaranty, Guarantor's liability is unlimited and Guarantor's obligations are continuing.

INDEBTEDNESS. The word "Indebtedness" as used in this Guaranty means all of the principal amount outstanding from time to time and at any one or more times, accrued unpaid interest thereon and all collection costs and legal expenses related thereto permitted by law, reasonable attorneys' fees, arising from any and all debts, liabilities and obligations of every nature or form, now existing or hereafter arising or acquired, that Borrower individually or collectively or interchangeably with others, owes or will owe Lender. "Indebtedness" includes, without limitation, loans, advances, debts, overdraft indebtedness, credit card indebtedness, lease obligations, liabilities and obligations under any interest rate protection agreements or foreign currency exchange agreements or commodity price protection agreements, other obligations, and liabilities of Borrower, and any present or future judgments against Borrower, future advances, loans or transactions that renew, extend, modify, refinance, consolidate or substitute these debts, liabilities and obligations whether: voluntarily or involuntarily incurred; due or to become due by their terms or acceleration; absolute or contingent; liquidated or unliquidated; determined or undetermined; direct or indirect; primary or secondary in nature or arising from a guaranty or surety; secured or unsecured; joint or several or joint and several; evidenced by a negotiable or non-negotiable instrument or writing; originated by Lender or another or others; barred or unenforceable against Borrower for any reason whatsoever; for any transactions that may be voidable for any reason (such as infancy, insanity, ultra vires or otherwise); and originated then reduced or extinguished and then afterwards increased or reinstated.

If Lender presently holds one or more guaranties, or hereafter receives additional guaranties from Guarantor, Lender's rights under all guaranties shall be cumulative. This Guaranty shall not (unless specifically provided below to the contrary) affect or invalidate any such other guaranties. Guarantor's liability will be Guarantor's aggregate liability under the terms of this Guaranty and any such other unterminated guaranties.

CONTINUING GUARANTY. THIS IS A "CONTINUING GUARANTY" UNDER WHICH GUARANTOR AGREE TO GUARANTEE THE FULL AND PUNCTUAL PAYMENT, PERFORMANCE AND SATISFACTION OF THE INDEBTEDNESS OF BORROWER TO LENDER, NOW EXISTING OR HEREAFTER ARISING OR ACQUIRED, ON AN OPEN AND CONTINUING BASIS. ACCORDINGLY, ANY PAYMENTS MADE ON THE INDEBTEDNESS WILL NOT DISCHARGE OR DIMINISH GUARANTOR'S OBLIGATIONS AND LIABILITY UNDER THIS GUARANTY FOR ANY REMAINING AND SUCCEEDING

INDEBTEDNESS EVEN WHEN ALL OR PART OF THE OUTSTANDING INDEBTEDNESS MAY BE A ZERO BALANCE FROM TIME TO TIME.

DURATION OF GUARANTY. This Guaranty will take effect when received by Lender without the necessity of any acceptance by Lender, or any notice to Guarantor or to Borrower, and will continue in full force until all the Indebtedness incurred or contracted before receipt by Lender of any notice of revocation shall have been fully and finally paid and satisfied and all of Guarantor's other obligations under this Guaranty shall have been performed in full. If Guarantor elect to revoke this Guaranty, Guarantor may only do so in writing. Guarantor's written notice of revocation must be mailed to Lender, by certified mail, at Lender's address listed above or such other place as Lender may designate in writing. Written revocation of this Guaranty will apply only to new Indebtedness created after actual receipt by Lender of Guarantor's written revocation. For this purpose and without limitation, the term "new Indebtedness" does not include the Indebtedness which at the time of notice of revocation is contingent, unliquidated, undetermined or not due and which later becomes absolute, liquidated, determined or due. For this purpose and without limitation, "new Indebtedness" does not include all or part of the Indebtedness that is: incurred by Borrower prior to revocation; incurred under a commitment that became binding before revocation; any renewals, extensions, substitutions, and modifications of the Indebtedness. This Guaranty shall bind Guarantor's estate as to the Indebtedness created both before and after Guarantor's death or incapacity, regardless of Lender's actual notice of Guarantor's death. Subject to the foregoing, Guarantor's executor or administrator or other legal representative may terminate this Guaranty in the same manner in which Guarantor might have terminated it and with the same effect. Release of any other guarantor or termination of any other guaranty of the Indebtedness shall not affect the liability of Guarantor under this Guaranty. A revocation Lender receives from any one or more Guarantors shall not affect the liability of any remaining Guarantors under this Guaranty. **It is anticipated that fluctuations may occur in the aggregate amount of the Indebtedness covered by this Guaranty, and Guarantor specifically acknowledge and agree that reductions in the amount of the Indebtedness, even to zero dollars ($0.00), shall not constitute a termination of this Guaranty. This Guaranty is binding upon Guarantor and Guarantor's heirs, successors and assigns so long as any of the Indebtedness remains unpaid and even though the Indebtedness may from time to time be zero dollars ($0.00).**

GUARANTOR'S AUTHORIZATION TO LENDER. Guarantor authorizes Lender, either before or after any revocation hereof, **without notice or demand and without lessening Guarantor's liability under this Guaranty, from time to time:** (A) prior to revocation as set forth above, to make one or more additional secured or unsecured loans to Borrower, to lease equipment or other goods to Borrower, or otherwise to extend additional credit to Borrower; (B) to alter, compromise, renew, extend, accelerate, or otherwise change one or more times the time for payment or other terms of the Indebtedness or any part of the Indebtedness, including increases and decreases of the rate of interest on the Indebtedness; extensions may be repeated and may be for longer than the original loan term; (C) to take and hold security for the payment of this Guaranty or the Indebtedness, and exchange, enforce, waive, subordinate, fail or decide not to perfect, and release any such security, with or without the substitution of new collateral; (D) to release, substitute, agree not to sue, or deal with any one or more of Borrower's sureties, endorsers, or other guarantors on any terms or in any manner Lender may choose; (E) to determine how, when and what application of payments and credits shall be made on the Indebtedness; (F) to apply such security and direct the order or manner of sale thereof, including without limitation, any nonjudicial sale permitted by the terms of the controlling security agreement or deed of trust, as Lender in its discretion may determine; (G) to sell, transfer, assign or grant participations in all or any part of the Indebtedness; and (H) to assign or transfer this Guaranty in whole or in part.

GUARANTOR'S REPRESENTATIONS AND WARRANTIES. Guarantor represents and warrants to Lender that (A) no representations or agreements of any kind have been made to Guarantor which would limit or qualify in any way the terms of this Guaranty; (B) this Guaranty is executed at Borrower's request and not at the request of Lender; (C) Guarantor has full power, right and authority to enter into this Guaranty; (D) the provisions of this Guaranty do not conflict with or result in a default under any agreement or other instrument binding upon Guarantor and do not result in a violation of any law, regulation, court decree or order applicable to Guarantor; (E) Guarantor has not and will not, without the prior written consent of Lender, sell, lease, assign, encumber, hypothecate, transfer, or otherwise dispose of all or substantially all of Guarantor's assets, or any interest therein; (F) upon Lender's request, Guarantor will provide to Lender financial and credit information in form acceptable to Lender, and all such financial information which currently has been, and all future financial information which will be provided to Lender is and will be true and correct in all material respects and fairly present Guarantor's financial condition as of the dates the financial information is provided; (G) no material adverse change has occurred in Guarantor's financial

condition since the date of the most recent financial statements provided to Lender and no event has occurred which may materially adversely affect Guarantor's financial condition; (H) no litigation, claim, investigation, administrative proceeding or similar action (including those for unpaid taxes) against Guarantor is pending or threatened; (I) Lender has made no representation to Guarantor as to the creditworthiness of Borrower; and (J) Guarantor has established adequate means of obtaining from Borrower on a continuing basis information regarding Borrower's financial condition. Guarantor agrees to keep adequately informed from such means of any facts, events, or circumstances which might in any way affect Guarantor's risks under this Guaranty, and Guarantor further agree that Lender shall have no obligation to disclose to Guarantor any information or documents acquired by Lender in the course of its relationship with Borrower.

GUARANTOR'S WAIVERS. Except as prohibited by applicable law, Guarantor waives any right to require Lender (A) to continue lending money or to extend other credit to Borrower; (B) to make any presentment, protest, demand, or notice of any kind, including notice of any nonpayment of the Indebtedness or of any nonpayment related to any collateral, or notice of any action or nonaction on the part of Borrower, Lender, any surety, endorser, or other guarantor in connection with the Indebtedness or in connection with the creation of new or additional loans or obligations; (C) to resort for payment or to proceed directly or at once against any person, including Borrower or any other guarantors; (D) to proceed directly against or exhaust any collateral held by Lender from Borrower, any other guarantor, or any other person; (E) to give notice of the terms, time, and place of any public or private sale of personal property security held by Lender from Borrower or to comply with any other applicable provisions of the Uniform Commercial Code; (F) to pursue any other remedy within Lender's power; or (G) to commit any act or omission of any kind, or at any time, with respect to any matter whatsoever.

Guarantor also waives any and all rights or defenses based on suretyship or impairment of collateral including, but not limited to, any rights or defenses arising by reason of (A) any "one action" or "anti-deficiency" law or any other law which may prevent Lender from bringing any action, including a claim for deficiency, against Guarantor, before or after Lender's commencement or completion of any foreclosure action, either judicially or by exercise of a power of sale; (B) any election of remedies by Lender which destroys or otherwise adversely affects Guarantor's subrogation rights or Guarantor's rights to proceed against Borrower for reimbursement, including without limitation, any loss of rights Guarantor may suffer by reason of any law limiting, qualifying, or discharging the Indebtedness; (C) any disability or other defense of Borrower, of any other guarantor, or of any other person, or by reason of the cessation of Borrower's liability from any cause whatsoever, other than payment in full in legal tender, of the Indebtedness; (D) any right to claim discharge of the Indebtedness on the basis of unjustified impairment of any collateral for the Indebtedness; (E) any statute of limitations, if at any time any action or suit brought by Lender against Guarantor is commenced, there is outstanding Indebtedness which is not barred by any applicable statute of limitations; or (F) any defenses given to guarantors at law or in equity other than actual payment and performance of the Indebtedness. If payment is made by Borrower, whether voluntarily or otherwise, or by any third party, on the Indebtedness and thereafter Lender is forced to remit the amount of that payment to Borrower's trustee in bankruptcy or to any similar person under any federal or state bankruptcy law or law for the relief of debtors, the Indebtedness shall be considered unpaid for the purpose of the enforcement of this Guaranty.

Guarantor further waives and agrees not to assert or claim at any time any deductions to the amount guaranteed under this Guaranty for any claim of setoff, counterclaim, counter demand, recoupment or similar right, whether such claim, demand or right may be asserted by the Borrower, the Guarantor, or both.

GUARANTOR'S UNDERSTANDING WITH RESPECT TO WAIVERS. Guarantor warrants and agrees that each of the waivers set forth above is made with Guarantor's full knowledge of its significance and consequences and that, under the circumstances, the waivers are reasonable and not contrary to public policy or law. If any such waiver is determined to be contrary to any applicable law or public policy, such waiver shall be effective only to the extent permitted by law or public policy.

SUBORDINATION OF BORROWER'S DEBTS TO GUARANTOR. Guarantor agrees that the Indebtedness, whether now existing or hereafter created, shall be superior to any claim that Guarantor may now have or hereafter acquire against Borrower, whether or not Borrower become insolvent. Guarantor hereby expressly subordinates any claim Guarantor may have against Borrower, upon any account whatsoever, to any claim that Lender may now or hereafter have against Borrower. In the event of insolvency and consequent liquidation of the assets of Borrower, through bankruptcy, by an assignment for the benefit of creditors, by voluntary liquidation, or otherwise, the assets of Borrower applicable to the payment of the claims of both Lender and Guarantor shall be paid to Lender and shall

be first applied by Lender to the Indebtedness. Guarantor does hereby assign to Lender all claims which they may have or acquire against Borrower or against any assignee or trustee in bankruptcy of Borrower; provided however, that such assignment shall be effective only for the purpose of assuring to Lender full payment in legal tender of the Indebtedness. If Lender so requests, any notes or credit agreements now or hereafter evidencing any debts or obligations of Borrower to Guarantor shall be marked with a legend that the same are subject to this Guaranty and shall be delivered to Lender. Guarantor agrees and Lender is hereby authorized, in the name of Guarantor, from time to time to file financing statements and continuation statements and to execute documents and to take such other actions as Lender deems necessary or appropriate to perfect, preserve and enforce its rights under this Guaranty.

MISCELLANEOUS PROVISIONS. The following miscellaneous provisions are a part of this Guaranty:

Amendments. This Guaranty, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this Guaranty. No alteration of or amendment to this Guaranty shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

Attorneys' Fees; Expenses. Guarantor agrees to pay upon demand all of Lender's costs and expenses, including Lender's reasonable attorneys' fees and Lender's legal expenses, incurred in connection with the enforcement of this Guaranty. Lender may hire or pay someone else to help enforce this Guaranty, and Guarantor shall pay the costs and expenses of such enforcement. Costs and expenses include Lender's reasonable attorneys' fees and legal expenses whether or not there is a lawsuit, including reasonable attorneys' fees and legal expenses for bankruptcy proceedings (including efforts to modify or vacate any automatic stay or injunction), appeals, and any anticipated post-judgment collection services. Guarantor also shall pay all court costs and such additional fees as may be directed by the court.

Caption Headings. Caption headings in this Guaranty are for convenience purposes only and are not to be used to interpret or define the provisions of this Guaranty.

Governing Law. This Guaranty will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the State of North Dakota without regard to its conflicts of law provisions.

Choice of Venue. If there is a lawsuit, Guarantor agrees upon Lender's request to submit to the jurisdiction of the courts of the State of North Dakota, in Ward County.

Integration. Guarantor further agrees that Guarantor has read and fully understands the terms of this Guaranty; Guarantor has had the opportunity to be advised by Guarantor's attorney with respect to this Guaranty; the Guaranty fully reflects Guarantor's intentions and parol evidence is not required to interpret the terms of this Guaranty. Guarantor hereby indemnifies and holds Lender harmless from all losses, claims, damages, and costs (including Lender's attorneys' fees) suffered or incurred by Lender as a result of any breach by Guarantor of the warranties, representations and agreements of this paragraph.

Interpretation. In all cases where there is more than one Borrower or Guarantor, then all words used in this Guaranty in the singular shall be deemed to have been used in the plural where the context and construction so require; and where there is more than one Borrower named in this Guaranty or when this Guaranty is executed by more than one Guarantor, the words "Borrower" and "Guarantor" respectively shall mean all and any one or more of them. The words "Guarantor," "Borrower," and "Lender" include the heirs, successors, assigns, and transferees of each of them. If a court finds that any provision of this Guaranty is not valid or should not be enforced, that fact by itself will not mean that the rest of this Guaranty will not be valid or enforced. Therefore, a court will enforce the rest of the provisions of this Guaranty even if a provision of this Guaranty may be found to be invalid or unenforceable. If any one or more of Borrower or Guarantor are corporations, partnerships, limited liability companies, or similar entities, it is not necessary for Lender to inquire into the powers of Borrower or Guarantor or of the officers, directors, partners, managers, or other agents acting or purporting to act on their behalf, and any indebtedness made or created in reliance upon the professed exercise of such powers shall be guaranteed under this Guaranty.

Notices. Any notice required to be given under this Guaranty shall be given in writing, and, except for revocation notices by Guarantor, shall be effective when actually delivered, when actually received by telefacsimile (unless otherwise required by law), when deposited with a nationally recognized overnight courier, or, if mailed, when deposited in the United States mail, as first class, certified or registered mail postage prepaid, directed to the addresses shown near the beginning of this Guaranty. All revocation notices by Guarantor shall be in writing and shall be effective upon delivery to Lender as provided in the section of this Guaranty entitled "DURATION OF GUARANTY." Any party may change its address for notices under this Guaranty by giving formal written notice to the other parties, specifying that the purpose of the notice is to change the party's address. For notice purposes, Guarantor agrees to keep Lender informed at all times of Guarantor's current address. Unless otherwise provided by applicable law, if there is more than one Guarantor, any notice given by Lender to any Guarantor is deemed to be notice given to all Guarantors.

No Waiver by Lender. Lender shall not be deemed to have waived any rights under this Guaranty unless such waiver is given in writing and signed by Lender. No delay or omission on the part of Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Guaranty shall not prejudice or constitute a waiver of Lender's right otherwise to demand strict compliance with that provision or any other provision of this Guaranty. No prior waiver by Lender, nor any course of dealing between Lender and Guarantor, shall constitute a waiver of any of Lender's rights or of any of Guarantor's obligations as to any future transactions. Whenever the consent of Lender is required under this Guaranty, the granting of such consent by Lender in any instance shall not constitute continuing consent to subsequent instances where such consent is required and in all cases such consent may be granted or withheld in the sole discretion of Lender.

Successors and Assigns. Subject to any limitations stated in this Guaranty on transfer of Guarantor's interest, this Guaranty shall be binding upon and inure to the benefit of the parties, their successors as assigns.

DEFINITIONS. The following capitalized words and terms shall have the following meanings when used in this Guaranty. Unless specifically stated to the contrary, all references to dollar amounts shall mean amounts in lawful money of the United States of America. Words and terms used in the singular shall include the plural, and the plural shall include the singular, as the context may require. Words and terms not otherwise defined in this Guaranty shall have the meanings attributed to such terms in the Uniform Commercial Code:

Borrower. The word "Borrower" means TBD and includes all co-signers and co-makers signing the Note and all their successors and assigns.

Guarantor. The word "Guarantor" means everyone signing this Guaranty, including without limitation TBD, and in each case, any signer's successors and assigns.

Guaranty. The word "Guaranty" means this guaranty from Guarantor to Lender.

Indebtedness. The word "Indebtedness" means Borrower's indebtedness to Lender as more particularly described in this Guaranty.

Lender. The word "Lender" means City of Minot its successors and assigns.

Related Documents. The words "Related Documents" mean all promissory notes, development agreements, credit agreements, loan agreements, environmental agreements, guaranties, security agreements, mortgages, deeds of trust, security deeds, collateral mortgages, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the Indebtedness.

EACH UNDERSIGNED GUARANTOR ACKNOWLEDGES HAVING READ ALL THE PROVISIONS OF THIS GUARANTY AND AGREE TO ITS TERMS. IN ADDITION, EACH GUARANTOR UNDERSTANDS THAT THIS GUARANTY IS EFFECTIVE UPON GUARANTOR'S EXECUTION AND DELIVERY OF THIS GUARANTY TO LENDER AND THAT THE GUARANTY WILL CONTINUE UNTIL TERMINATED IN THE MANNER SET FORTH IN THE SECTION TITLED "DURATION OF GUARANTY". NO FORMAL ACCEPTANCE BY LENDER IS NECESSARY TO MAKE THIS GUARANTY EFFECTIVE. THIS GUARANTY IS DATED AS OF (TBD).

GUARANTOR:

_____ _____

Ryan Ackerman (PRINCIPAL) Jessica Ackerman (PRINCIPAL)

State of _____

County of _____

On this ___ day of _____, in the year _____ before me personally appeared _____ known to be the person who is described in and who executed the within instrument, and acknowledgment to me that he executed the same.

_____

Notary Public

EXHIBIT C: APPLICATION AND DESIGN DRAWINGS

(Please Attach here)

City of Minot
Economic Development Division
Application for City of Minot Façade Improvement Program

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal @minotnd.org
(701) 420-4524

APPLICANT INFORMATION

Five and Two Ventures (Jerel Brandt) [redacted]

Building Owner | Address | Primary Contact?

[redacted]

Phone | Email

Jerel Brandt [redacted]

Applicant (if different) | Address | Primary Contact?

Phone | Email

Is the applicant a subsidiary or direct/indirect affiliate of any other organization? Yes No

GENERAL INFORMATION

Building Address #13 1st St SE, Minot ND Property Zoning CBD

Year building was built and (approximate) dates of any exterior changes? 1917

Is the property currently occupied? Yes No

If no, what is the current use of the property? Residential

Please list each occupant of the facility in question, together with a description of the business use, their percentage of occupancy of the facility to be financed, and include a copy of their lease.

Occupant 1 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs

Occupant 2 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs

Occupant 3 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs

ADDITIONAL PROPERTY OWNER INFORMATION: list additional property owners below

Jerel and Lisa Brandt [redacted]

Additional Property Owner 1 | Address

[redacted] 100%

Phone | % Ownership

Additional Property Owner 2 | Address

Phone | % Ownership

Does any individual person or organization not listed above hold any interest in the property, directly or indirectly? Yes No

REQUIRED SUBMISSION MATERIALS

- Letter from licensed roofing contractor, architect, or engineer of 10-year roof life (with Photos)
- Proof of ownership and legal description
- Submit clear 5 X 7 inch photo(s) or digital images by email (preferred) of the entire façade, including separate photos of any details to be repaired, removed, etc.
- Submit/attach a copy of Minot Assessors Property Card
- Submit copies of any historic photos or blueprints of the property (electronic preferred or 5 X 7 or larger) No available
- Drawings of existing façade, if available. Walk through examination with the staff
- Drawings of proposed façade changes. (Conceptual Drawings or Plans of Proposed Work)

PROVIDE DESCRIPTION OF THE ORIGINAL FAÇADE (Materials, width and height, windows, year, style, design)
Original building plans and historic photos were not discovered. it is assumed that the original use of the building was an auto dealership. The facade is largely masonry and assumed that the original storefront was constructed of wood framed display windows and entrance. At some point in the buildings history, the storefront was removed and framed in then cladded with metal panel siding, non-arching brick and vinyl window

(Please ask your designer staff for some help if you need any advice)

PROVIDE DESCRIPTION OF RENOVATED FAÇADE (Materials, width and height, windows, year, design)
The framed-in area at the original storefront will be removed and replaced with aluminum clad wood storefront system, which is period correct. The 2nd floor apartments have double-hung windows, which are period correct, but an alternate was given for replacement.

(Please ask your designer staff for some help if you need any advice) (You may wish to consult an architect or design professional)

WORK TO BE PERFORMED (May submit on a separate sheet)	Estimated Cost
Design work	$29,750
Removal of inappropriate materials and other demos	
Repair or Replacement of display windows with	$140,700
Repair or Replacement of 2nd Floor and above façade windows (please talk to staff about this in advance)	$13,800
Installation of interior/exterior storm windows	
Repair or Replacement of doors with	
Cleaning of masonry (**NO** Sand or abrasive blasting)	
Repoint, Tuck Point Masonry	
Replacement of Masonry (if necessary)	
Repair or replacement of cornices or other decorative elements)	
Improvement of **INTERIOR** display windows (must include lighting, consider timer)	
Installation/repair of retractable or fixed awnings	
Building, planning, and encroachment fees (if required)	
Installation of sign lighting	
Installation of exterior lighting	
Repair of ornamental elements	
Other (list or attach)	
Contingency for demolition/hidden changes not to exceed 7%	
	Total Cost

AMOUNT AND SOURCE OF OTHER FUNDS INVOLVED IN PROJECT

Applicant Amount _____

Bank Amount $84,250

Equity/Investors Amount _____

Other Amount _____

Expected City Contribution $100,000

BID INFORMATION ON SEPARATE PAGES

DO NOT OBTAIN OR SUBMIT BID PAGES TO CITY STAFF WITHOUT A FINAL DESIGN APPROVED BY STAFF AND THE RENAISSANCE ZONE REVIEW BOARD

List of three contractors bids for complete bid (Attach bids or written requests for bids)

LOW	1 Rolac Construction	Base bid $140,700, bit alt $13,800
MID	2	
HIGH	3 Hight Construction	Base bid $191,092, bit alt $19,882

PUBLIC INFORMATION DISCLOSURE

Written permission from the property owner to apply and perform work (Name) Jerel Brandt

Attach written permission to this application (corporate authorization if needed)

I attest that the information that I provide herein is true, complete and accurate and that I am authorized to submit an application as, or on behalf of, the owner. I have read, I understand, and I agree to comply with all requirements of the Façade Improvement Program and the Design Standards.

Signed — Date: October 9, 2025

The applicant affirms that there are no taxes owed on the property or other properties in the City of Minot, and that there are no outstanding fees, judgments, or liens.

Signed — Date: October 9, 2025

The undersigned understands and agrees that all information furnished in connection with their application for the Façade Improvement Grant involves the use of public funds and as such may be made public pursuant to the statutes of the United States of America and the State of North Dakota

Applicant's Signature — Date: October 9, 2025

The undersigned attests that they have read and understood the Façade Program application, guidelines, policies, and all related materials and agrees that facing unknown structural and cosmetic repairs are inherent in the renovation process and that amendments for costs up to the maximum notwithstanding, that the applicant(s) will be responsible to complete work according to all guidelines and for overages that occur above that committed by contract to the project as estimated at the time of approval. Before work can begin, the applicant will schedule an on-site meeting with the general contractor and the Economic Development Administrator or the city's representative.

Applicant's Signature — Date: October 9, 2025

Review/Approval by Renaissance Zone Review Committee	Yes	No	Date:
On-Site: ALL Floors	Date:		
Design Review	Date:		
On-Site: Upper Story Evaluation	Date:		

Inspection Report

Prepared for: Jerel Brandt
October 31st, 2024, 11:30am

Property Address:
13 1st St SE - Minot, ND

Prepared by: Elite Property Inspection
Minot, ND 58701
701-721-5650
epiweber@gmail.com

Inspector: Mark & Guy Weber
Report number: 103124-2

© 2024

RECEIPT

Elite Property Inspection LLC
Minot, ND 58701
701-721-5650
epiweber@gmail.com

Date: **April, 8 2024** Inspection Number: **4824-2**

Name: **Jerel Brandt**
Property address: **13 1st St SE - Minot, ND**

Inspection:	$600.00
Other**	0
Travel	0
Qir quality, swab testing (Mold)	0
Radon Testing	0
Total:	$600.00

☐ Check #: **Thank you,**
☐ Cash
☒ Debit/Credit Card:

Inspected by: Mark & Guy Weber, Elite Property Inspection

License/Certification #: 175 & 265

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CONVENTIONS USED IN THIS REPORT

SATISFACTORY - Indicates the component is functionally consistent with its original purpose but may show signs of normal wear and tear and deterioration.

MARGINAL - Indicates the component will probably require repair or replacement anytime within five years.

POOR - Indicates the component will need repair or replacement now or in the very near future.

MAJOR CONCERNS - A system or component that is considered significantly deficient or is unsafe.

SAFETY HAZARD - Denotes a condition that is unsafe and in need of prompt attention.

THE SCOPE OF THE INSPECTION

All components designated for inspection in the interNACHI Standards of Practice are inspected, except as may be noted in the "Limitations of Inspection" sections within this report. Please refer to the pre-inspection contract for a full explanation of the scope of the inspection.

It is the goal of the inspection to put a home buyer in a better position to make a buying decision. Not all improvements will be identified during this inspection. Unexpected repairs should still be anticipated. The inspection should not be considered a guarantee or warranty of any kind. The client should understand that this report is the assessment of a Property Inspection Consultant, not a professional engineer, and that, despite all efforts, there is no way I can provide any guaranty that the foundation, structure, structural elements and all components of the unit are sound. I suggest that if the client is at all uncomfortable with this condition or my assessment, a professional tradesperson or engineer be consulted to independently evaluate the condition, prior to making a final purchase decision.

BUILDING DATA

Approximate Age:	Built in 1917, this home is 107 years old
Style:	Multi-unit apartment building
Approx. Sq. footage:	Total sq. /ft. undetermined
Stories:	Two story
Main Entrance Faces:	West
State of Occupancy:	2 vacant
Weather Conditions:	Cloudy
Recent moisture: (last three days)	No
Ground cover:	Dry - Temperature: 42°F

UTILITIES

Water Source	Public
Sewer Disposal	Public
Utility status:	All utilities on

PEOPLE PRESENT

Mark Weber,	Inspector # 175
Guy Weber	Inspector # 265
Clients:	Yes
Agent:	Yes
Home owner:	No

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ERRORS

Most of this report is completed using a template program and check sheet style report. Occasionally mistakes are made and or the auto correct spelling system does not catch all mistakes. If there are mistakes or misspelled words or phrases that do not make sense, please contact me for clarification. All reports are proofread however some errors may not be identified.

LIMITATIONS

An inspection is not technically exhaustive. An inspection will not identify concealed or latent defects, deal with aesthetic concerns or what could be deemed matters of taste, cosmetics, etc. An inspection will not determine the suitability of the property for any use. An inspection does not determine the market value of the property or its marketability; determine the advisability or inadvisability of the purchase of the inspected property, the life expectancy of the property or any components or systems therein. An inspection does not include items not permanently installed.

EXCLUSIONS

The inspector is not required to determine:

Property boundary lines or encroachments, the condition of any component or system that is not readily accessible, the service life of a component or system, the size, capacity, BTU, performance, or efficiency of any component or system, the cause or reason of any condition, the cause for the need of repair or replacement of any system or component, future conditions, the compliance with codes or regulations, the presence of evidence of rodents, animals or insects, the presence of airborne hazards, the presence of birds, the presence of other flora or fauna, the air quality, The existence of asbestos, the existence of environmental hazards, the existence of electromagnetic fields, the presence of hazardous materials including, but not limited to, the presence of lead in paint, any hazardous waste conditions, any manufacturer recalls or conformance with manufacturer installation or any information included in the consumer protection bulletin, operating costs of systems, replacement or repair cost estimates, the acoustical properties of any systems or estimates of how much it will cost to run any given system.

The inspector is not required to operate:

Any system that is shut down, or that does not function properly.
Evaluate low-voltage electrical systems such as, but not limited to: (phone lines, cable lines, antennae, lights, remote controls). Any system that does not turn on with the use of normal operating controls, any shut-off valves or manual stop-valves, any electrical disconnect or over-current protection devices, any alarm systems, moisture meters, gas detectors or similar equipment.

The inspector is not required to:

Move any personal items or other obstructions, such as but not limited to: (throw rugs, furniture, floor or wall coverings, ceiling tile, window coverings, equipment, plants, ice, debris, snow, water, dirt, foliage, pets). Dismantle, open, or uncover any system or component, enter or access and area which may, in the opinion of the inspector, be unsafe or risk personal safety, enter crawlspaces or other areas that are unsafe or not readily accessible whether abandoned or actively used. Do anything which, in the inspector's opinion, is likely to be unsafe or dangerous to the inspector or others, or damage property, such as but not limited to, walking on roof surfaces, climbing ladders, entering attic spaces, or negotiating with dogs. Inspect decorative items, inspect common elements or areas in multi-unit housing, inspect intercoms, speaker systems, radio-controls, security devices, or lawn irrigation systems, offer guarantees or warranties, offer to perform engineering services, offer to perform trade or professional services other than home inspection, research the history of the property, report on its potential for alteration, modification, extendibility, or its suitability for a special or proposed use for occupancy. Determine the age of construction or installation of any system structure or component of a building, or differentiate between original construction or subsequent additions, improvements, renovations, or replacement. Determine the insurability of a property, inspect on any system or component which is not included in the InterNACHI standards.

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SUMMARY

This two-story building was built in 1917. This is a masonry building with brick cladding. Proper landscape grading (sloped away from the foundation) and the use of extensions on all downspouts is recommended. There are double pane, vinyl windows installed, all but one were in working order. The roof covering is in satisfactory condition with rubber and built up (rock & tar). The roof rafters are hand built with ¾ inch planking used as sheathing. I found indications of moisture in the attic (see report for comments). The insulation is blown in and appears to be 11+ inches deep. Structurally the building appears sound; no major defects in the construction were found. I find no indications of significant structural cracks or problems with the foundation or concrete floors. There are cracks in the foundation, although not a structural concern, they can allow moisture seepage. There is a sump pump pit (no drain tile) in the basement. There are indications of moisture seepage in the basement, proper landscape grading and the use of extensions on the gutters can reduce moisture around the foundation and working sump pumps and or an interior drain tile system can help minimize pressure under the basement floor.

Mechanically, the plumbing (fixtures, water and drainpipes) are in satisfactory condition. The water heaters, (manufactured in 2013) was in working order. HVAC, the gas, boilers, (manufactured in 1997) have exceeded their normal life expectancy, one unit is functioning properly, and the other unit was off and not tested. Electrically, every unit has a 70amp service with circuit breakers which should be sufficient for a single family.

Overall, this building is in satisfactory condition for its age. As with all buildings, ongoing maintenance is required and improvements to the systems will need to be made. Recommendations in this report are not considered unusual for a building of this age and location.

ITEMS NOT OPERATING

The air-conditioner was not tested

MAJOR CONCERNS

Item(s) that have failed or have potential of failing soon.

None apparent

POTENTIAL SAFETY HAZARDS

None apparent

DEFERRED COST ITEMS

Items that have reached or are reaching their normal life expectancy or show indications that they may require repair or replacement anytime during the next five (5) years.

Roof covering that is 15+ years old, Air-conditioner that is more than 8 years old, boilers that is more than 15 years old, water heater that is more than 7 years old

* Items listed in this report may inadvertently have been left off the Summary Sheet. Customer should read the entire report, including the Remarks.

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EXTERIOR

CHIMNEY: None ☐

Viewed from: ☒ Roof ☐ Ladder at eaves ☐ Ground (Inspection limited) ☐ With Binoculars

Rain cap/Spark arrestor: ☐ Yes ☒ No ☒ Recommended

Chase: ☒ Brick ☐ Stone ☐ Metal ☐ Blocks ☐ Framed

Evidence of: ☐ Holes in metal ☐ Cracked chimney cap ☐ Loose mortar joints ☐ Flaking ☐ Loose Brick ☐ Rust

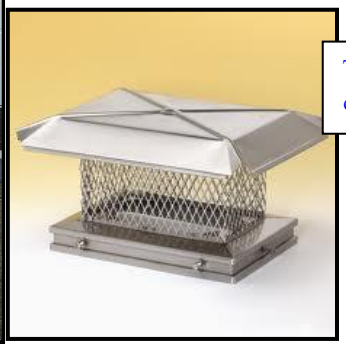
Flue: ☐ Tile ☐ Metal ☐ Unlined ☒ Not visible

Evidence of: ☐ Scaling ☐ Cracks ☐ Creosote ☐ Not evaluated

☐ Have flue(s) cleaned and re-evaluated ☐ Recommend cricket/Saddle/Flashing

Condition: ☐ Satisfactory ☐ Recommend repair

The chimney is in satisfactory condition. I cannot see the chimney cap (top of the chimney)



This is an example of a rain cap/spark arrestor.

GUTTERS: None ☐ Needs to be cleaned ☐ Downspouts needed ☐

Material: ☐ Vinyl/Plastic ☒ Galvanized/Aluminum

Condition: ☒ Satisfactory ☐ Rusting

Leaking: ☐ Corners ☐ Joints ☐ Hole in main run

Attachment: ☐ Loose ☐ Missing spikes ☐ Improperly sloped

Extension needed: ☒ Recommend extensions on all downspouts.

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Gutters and downspouts play an important part in protecting the foundation. There is no place for the water from the downspout to go. It looks like it just collects in this area.

SIDING/CLADDING:

Material: ☐ Stone cladding ☒ Brick ☐ Fiberboard ☐ Fiber-cement ☐ Stucco
☐ EIFS* *(Not inspected)* ☐ Wood ☒ Metal ☐ Vinyl ☐ Manufactured wood
☐ Typical cracks ☐ Peeling paint ☒ Monitor ☐ Wood rot ☐ Loose/Missing/Holes

Condition: ☐ Satisfactory ☐ Recommend repair/painting

There are cracks in the brick cladding. Keep the gaps and cracks sealed, watertight.

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There is exposed OSB (particle board) around the basement entry door. This product is not designed to be exposed to the elements and should be covered, watertight.

TRIM - SOFFIT - FASCIA - FLASHING:

Material: ☐ Wood ☐ Fiberboard ☐ Aluminum/Steel ☒ Masonary
☐ Recommend repair/painting ☐ Damaged wood

Condition: ☒ Satisfactory ☐ See comments

CAULKING:

Condition: ☒ Satisfactory ☐ Caulking recommended
☒ Routine maintenance (*Recommend around windows/doors/masonry ledges/corners/utility penetrations)*

FYI: Keep any gaps around the windows, doors and siding penetrations caulked with a watertight sealant.

WINDOWS & SCREENS:

☐ Failed/fogged insulated glass ☐ Cracked glass

Material: ☐ Wood ☐ Metal ☒ Vinyl ☐ Aluminum/Vinyl Clad ☐ Fiberglass

Screens: ☐ Torn ☐ Bent ☐ Not installed ☐ Glazing Compound/Caulk needed

Condition: ☐ Satisfactory ☐ Wood rot ☒ Recommend repair/painting

FYI:
There are double pane, vinyl windows in this home, all in working condition.

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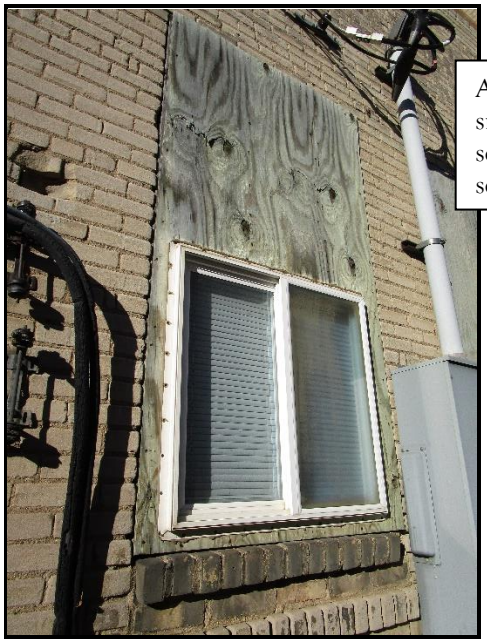

A couple of the windows have been replaced with smaller windows or covered. The wood should be sealed and the gaps between the wood and brick sealed watertight.

SLAB-ON-GRADE/FOUNDATION:

Foundation wall: ☐ Concrete block ☒ Poured concrete ☐ Permanent Wood Foundation ☐ Not visible
Condition: ☒ Satisfactory ☐ Monitor ☐ Have evaluated ☐ See comments
Concrete slab: ☒ Satisfactory ☐ Monitor ☐ Have evaluated

Condition reported above reflect visible portion only.

SERVICE ENTRY/ELECTRICAL:

☐ Underground ☒ Overhead ☐ Weather head/mast needs repair
Exterior receptacles: ☐ Yes ☐ No **Operable:** ☐ Yes ☐ No ☐ Overhead wires too low
GFCI present: ☐ Yes ☐ No **Operable:** ☐ Yes ☐ No ☐ Safety hazard
☐ Reverse polarity ☐ Open ground(s) ☐ Recommend GFCI Receptacles
Condition: ☒ Satisfactory
Lighting: ☐ Satisfactory

We do not inspect all the spotlights and decorative garden lights. Some may be on timers or switches. Recommend asking the seller to demonstrate how well they work. Any low-voltage or garden lights installed would not be permanent and may not stay with the house.

FYI:
The service drop has proper clearance and proper drip loops.

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BUILDING(S) EXTERIOR WALL CONSTRUCTION:

Type: ☐ Not visible ☒ Framed ☒ Masonry ☐ Manufactured
Condition: ☐ Not visible ☒ Satisfactory

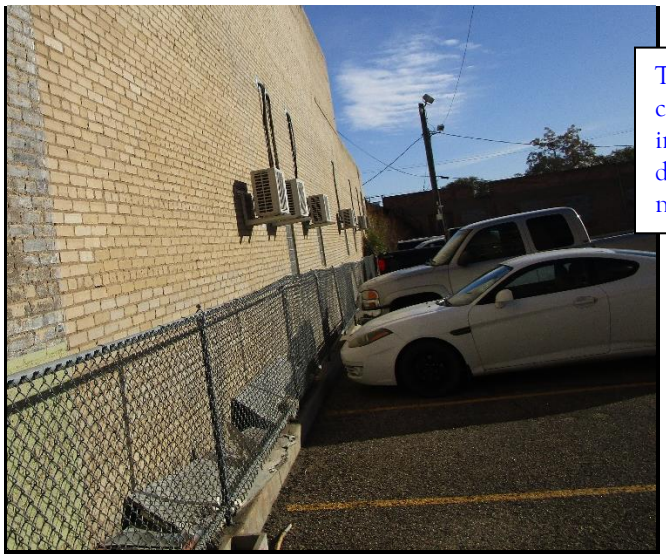
EXTERIOR DOORS:

Weather-stripping: ☒ Satisfactory ☐ Missing/damaged ☐ Replace
Door Condition: ☒ Satisfactory

EXTERIOR A/C - HEAT PUMP:

UNIT #1: ☐ N/A **Location:** South side of the building **Approximate age:** 10-20 yrs.
Brand: Fujitsu (6 units), Goodman (1 unit) **Model #:** See pic.
Serial # See pic.
Outside disconnect: ☒ Yes ☐ No
Level: ☒ Yes ☐ No ☐ Cabinet/housing rusted ☐ Improperly sized fuses/breakers
Condenser fins: ☐ Damaged ☐ Need cleaning ☐ Damaged base/pad
☐ Damaged refrigerant line **Insulation:** ☒ Yes ☐ No ☐ Replace/repair
Condition: ☐ Satisfactory ☐ Functional **Improper clearance (air flow):** ☐ Yes ☐ No
☒ Not operated due to exterior temperature

We are unable to test the air-conditioning unit as most manufacturers do not recommend turning the unit on if the exterior temperature is below 65° or the electricity has been turned on for less than 24hrs. Under these conditions, it's possible to damage the compressor as oil may be mixed with the refrigerant in the base of the compressor.



The average life expectancy of an air-conditioning compressor/condenser is 10-15 years. From our visual inspection, these condenser/compressors have an exterior disconnects, they are not obstructed or tilted, and there is no major damage, rust or leakage noted.

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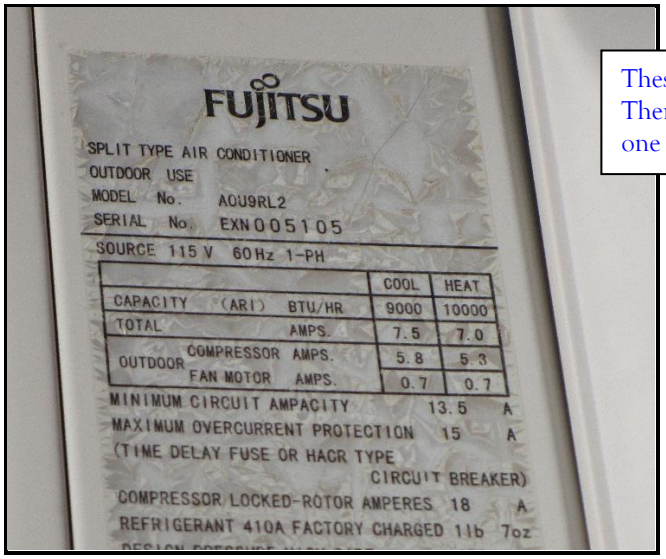
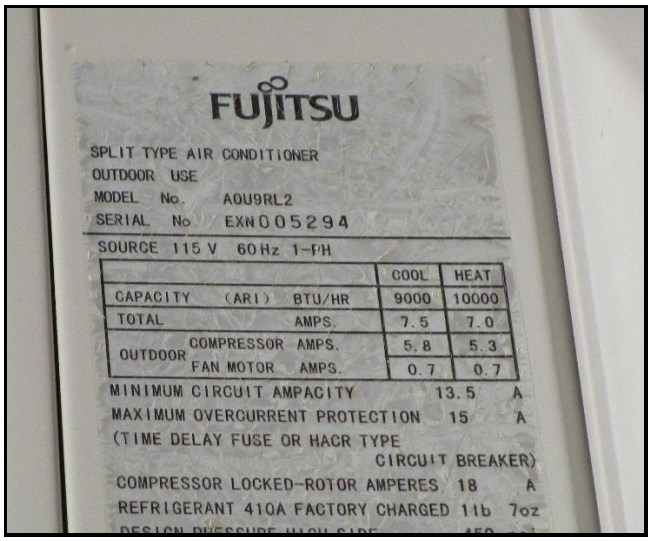


These are the manufacturers data plates. There were six units on the south wall and one on the east wall. From west to east.



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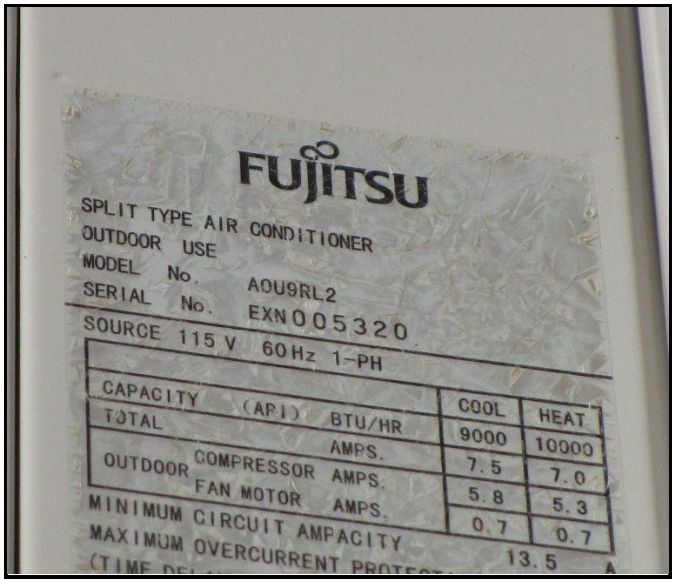
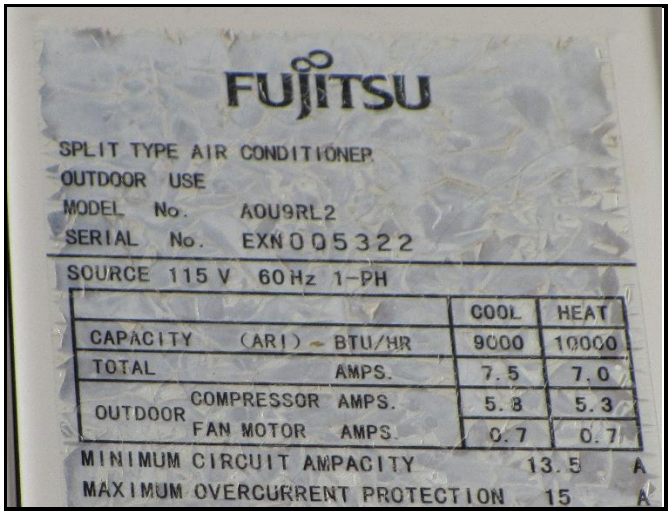


FUJITSU

SPLIT TYPE AIR CONDITIONER
OUTDOOR USE
MODEL No. AOU9RL2
SERIAL No. EXN005320
SOURCE 115 V 60 Hz 1-PH

		COOL	HEAT
CAPACITY (ARI)	BTU/HR	9000	10000
TOTAL	AMPS.	7.5	7.0
OUTDOOR COMPRESSOR	AMPS.	5.8	5.3
OUTDOOR FAN MOTOR	AMPS.	0.7	0.7

MINIMUM CIRCUIT AMPACITY 13.5 A
MAXIMUM OVERCURRENT PROTECT

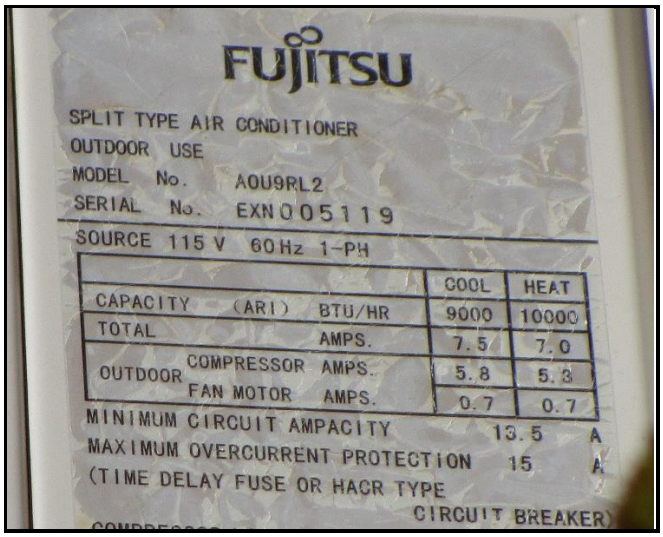


FUJITSU

SPLIT TYPE AIR CONDITIONER
OUTDOOR USE
MODEL No. AOU9RL2
SERIAL No. EXN005322
SOURCE 115 V 60 Hz 1-PH

		COOL	HEAT
CAPACITY (ARI)	BTU/HR	9000	10000
TOTAL	AMPS.	7.5	7.0
OUTDOOR COMPRESSOR	AMPS.	5.8	5.3
OUTDOOR FAN MOTOR	AMPS.	0.7	0.7

MINIMUM CIRCUIT AMPACITY 13.5 A
MAXIMUM OVERCURRENT PROTECTION 15 A



FUJITSU

SPLIT TYPE AIR CONDITIONER
OUTDOOR USE
MODEL No. AOU9RL2
SERIAL No. EXN005119
SOURCE 115 V 60 Hz 1-PH

		COOL	HEAT
CAPACITY (ARI)	BTU/HR	9000	10000
TOTAL	AMPS.	7.5	7.0
OUTDOOR COMPRESSOR	AMPS.	5.8	5.3
OUTDOOR FAN MOTOR	AMPS.	0.7	0.7

MINIMUM CIRCUIT AMPACITY 13.5 A
MAXIMUM OVERCURRENT PROTECTION 15 A
(TIME DELAY FUSE OR HACR TYPE
CIRCUIT BREAKER)

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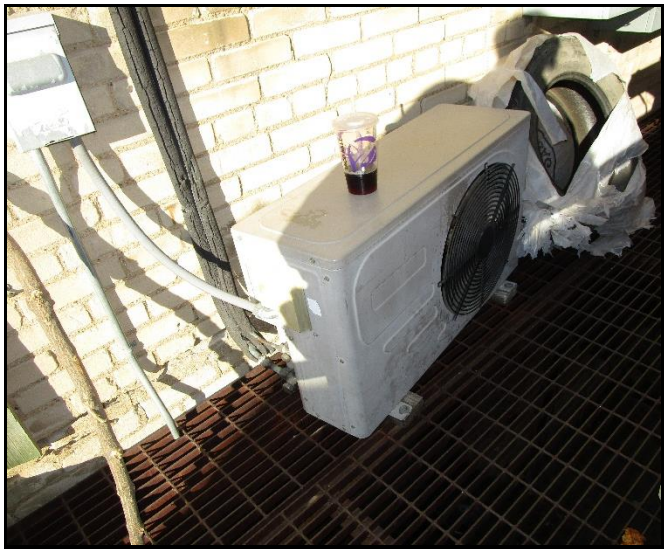

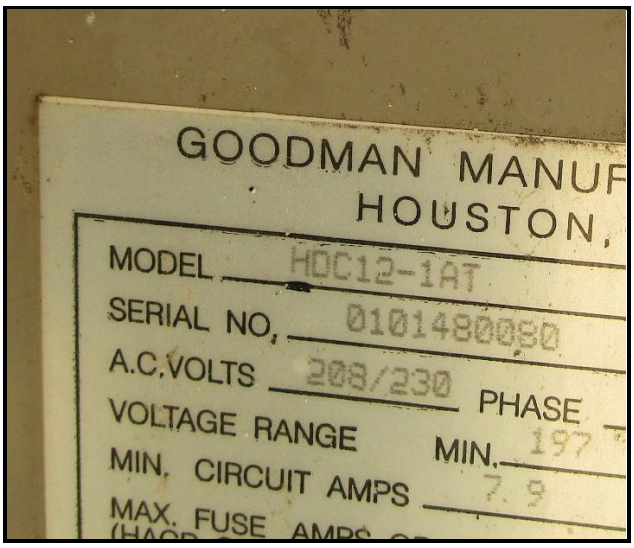

GENERAL COMMENTS:

This vent should be covered to help minimize pest intrusion.

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GROUNDS

Water can be destructive and foster conditions that can be harmful to health. For this reason, the ideal property will have the ground around the foundation perimeter that slopes away from the residence about 6 inches for the first 10 feet from the foundation. Also, the residence will have roof gutters and downspouts that discharge into drains or trays that carry or divert water away from the foundation. The sellers or occupants will have a more intimate knowledge of the site than we will have during our limited visit. Recommend asking the seller about water problems including but not limited to water puddles in the yard, gutter or downspout problems, water penetration into the lowest level of the structure, and drainage systems. Recommend closely monitoring and inspecting the exterior during a heavy rainstorm to observe the way the surface water is managed. Standing puddles near the house foundation are to be avoided.

SERVICE WALKS: ☐ None ☐ Not visible ☐ Public sidewalk needs repair

Material: ☒ Concrete ☐ Gravel ☐ Brick pavers

Condition: ☒ Satisfactory ☐ Trip Hazard ☒ Typical cracks

☐ Pitched towards home ☐ Settling cracks

DRIVEWAY/PARKING: ☐ None ☐ Not visible

Material: ☐ Concrete ☒ Asphalt ☐ Gravel/Dirt

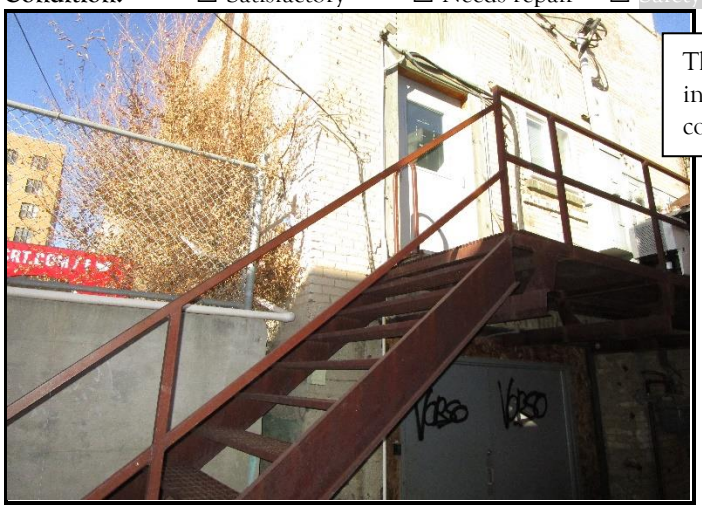
Condition: ☒ Satisfactory ☐ Settling/heaving cracks ☒ Typical cracks

☐ Pitched towards home ☐ Trip hazard ☒ Fill cracks and gaps

STOOPS/STEPS: ☐ None ☐ Uneven risers ☐ Settled ☐ See comments

Material: ☐ Concrete ☐ Wood ☐ Metal ☐ Railing/Balusters recommended

Condition: ☒ Satisfactory ☐ Needs repair ☐ Safety Hazard



The balusters in the stair railing are more than four inches apart and are not safe for children, consider correcting the spacing or adding a protective

LANDSCAPING AFFECTING FOUNDATION:

Negative Grade: ☐ Satisfactory ☐ See comments

☐ Recommend additional backfill ☐ Recommend window wells/covers ☐ Trim back trees/shrubberies

☐ Recommend proper slope away from foundation ☐ Wood in contact with/improper clearance to soil

All landscaping should have a positive grade away from the house (6-12 inches of grade in the first 6-10 feet away from the foundation); this will move moisture away from the foundation minimizing potential seepage along the foundation wall.

GENERAL COMMENTS:

FYI: Poor landscape grading makes for wet basements/crawl spaces

In one survey of basement leakage problems, about 85% of the moisture problems appeared only after rain or melting snow this is a strong indication of the importance of site drainage in preventing foundation moisture problems. Of these incidences of basement leakage problems, about 40% were associated with improper surface grading; 25% were related to improper downspout drainage; and another 25% were associated with settling of backfill resulting in improper surface grading after passage of time (often within the first years after construction). Thus, most basement water problems are associated with backfill and site grading.

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ROOF SURFACE

We do our best to inspect the roof system within the time allotted. We are not required to climb on any roof, however I will when safe. We inspect the roof covering, drainage systems, flashings, skylights, chimneys, and roof penetrations. We are not required to inspect antennas, interiors of flues or chimneys or other installed accessories which are not readily accessible. This is not an exhaustive inspection of every installation detail of the roof system according to the manufacturer's specifications or construction codes. It is virtually impossible to detect a leak except as it is occurring or by specific water tests, which are beyond the scope of our inspection. We recommend that you ask the sellers to disclose information about the roof, and that you include comprehensive roof coverage in your home insurance policy.

ROOF VISIBILITY: ☒ All ☐ Partial ☐ None **Limited by:**

The entire roof was visible.

INSPECTED FROM: ☒ Roof ☐ Ladder at eaves ☐ Ground (Inspection limited) ☐ With binoculars

STYLE OF ROOF:

Type: ☐ Gable ☐ Hip ☐ Mansard ☐ Shed ☒ Flat

Pitch: ☐ Low ☐ Medium ☐ Steep ☒ Flat

Roof #1 **Type:** Rubber **Layers:** 1

Approx. age: ☒ First 1/3rd ☐ Half of expected life ☐ last 1/3rd :of normal life expectancy

Roof #2 **Type:** Built up **Layers:** 1+

Approx. age: ☐ First 1/3rd ☐ Half of expected life ☒ last 1/3rd :of normal life expectancy

VENTILATION SYSTEM: **Type:** ☐ Soffit ☐ Ridge ☐ Gable ☐ Roof ☐ Turbine ☐ Powered

Ventilation present: ☐ Yes ☒ No ☐ Undetermined ☐ See comments

FLASHING: **Material:** ☐ Not visible ☐ Galv/Alum ☐ Asphalt

Condition: ☐ Not visible ☒ Satisfactory ☐ Rusted ☐ Missing

☐ Separated from chimney/roof ☐ Recommend Sealing ☐ Kickout flashing not installed

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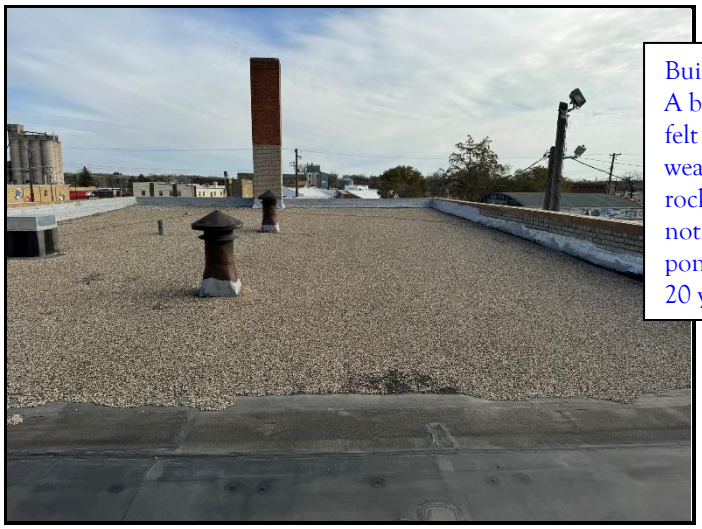
CONDITION OF ROOF COVERINGS: **Roof #1:** ☒ Satisfactory (should last 5+ years)
☐ Marginal (may need to be replaced within 5 years)
☐ Poor (have shingles evaluated by a licensed roofing contractor)

Roof #2: ☒ Satisfactory (should last 5+ years)
☐ Marginal (may need to be replaced within 5 years)
☐ Poor (have shingles evaluated by a licensed roofing contractor)

Condition: ☐ Curling ☐ Cracking ☐ Ponding ☐ Burn Spots ☐ Broken/Loose Tiles/Shingles
☐ Nail popping ☐ Granules missing ☐ Alligatoring ☐ Blistering ☐ Missing Tabs/Shingles/Tiles
☐ Moss buildup ☐ Exposed felt ☐ Cupping ☐ Incomplete/Improper Nailing
☐ Recommend roofer evaluate ☐ Evidence of leakage

Conditions reported above reflect visible portion only. See additional comments

Membrane roof;
All seams are tight, and no separation is noticed, there are minimum wrinkles in this roof and the seams around the roof penetrations are all tight.



Built-up;
A built-up roof is made up of layers of impregnated felt and hot bitumen and topped with a layer of weather resistant bitumen. This roof is covered with rock, so it is difficult to see the different layers. I do not see visible alligatoring, blisters, bubbles or water ponding. Roofs like this have a life expectancy of 15-20 years.

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There is a spot on the lower roof where the water collects and sits. Right below this there was moisture damage. This should be evaluated by a roofing contractor for repairs.

SKYLIGHTS: ☐ N/A ☐ Not visible ☐ Cracked/Broken

Condition: ☒ Satisfactory ☐ See comments

PLUMBING VENTS: ☐ Not visible ☒ Yes ☐ No ☒ Satisfactory ☐ See comments

Conditions reported above reflect visible portion only. See additional comments

GENERAL COMMENTS:

The roof inspection is not a warranty and it is not intended to predict how long the roof will last or if it will leak. All roofs should be inspected annually in order to last typical life spans. Expect to make minor repairs to any roof.

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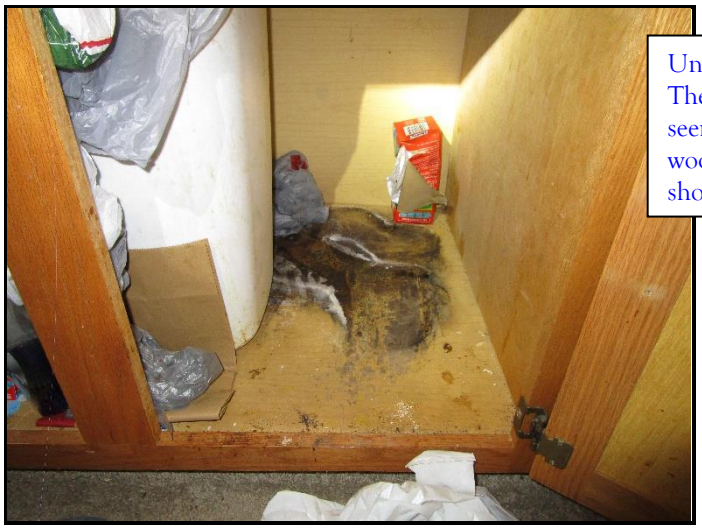
KITCHEN

COUNTERTOPS ☐ Satisfactory ☒ Recommend repair/caulking

CABINETS ☒ Satisfactory ☐ Recommend repair/adjustment



Unit #7
The base of the cabinet is bowed down; this is typically seen when there has been long term moisture on the wood. The dark staining may be microbial growth and should be cleaned and disinfected.

PLUMBING COMMENTS

Faucet leaks:	☐ Yes	☒ No	**Pipes leak/corroded:**	☐ Yes ☒ No
Sink/Faucet:	☒ Satisfactory	☐ Corroded	☐ Recommend repair	
Functional drainage:	☒ Satisfactory	☐ See comments		
Functional flow:	☒ Satisfactory	☐ See comments		

The inspection of the sink plumbing can be limited by the number of personal items below the sink; I do not move personal items under sinks. I look at all plumbing, water lines and drains for leaks and allow the water to run for two to five minutes. I cannot see under the dishwasher and do everything I can to evaluate the area below the sink for possible leaks. Most sink cabinets or vanities have had some moisture on the bottom of the cabinet unless they are new. We do not test the dishwasher as there is too much liability, ask the owners if the dishwasher is in working condition.

Unit #7
There is a leak from the kitchen faucet, consult a plumbing contractor for repairs.

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Unit #1
The kitchen faucet is not properly secured to the sink, consult a plumbing contractor for repairs.

Unit #3
One of the drawers is missing.

WALLS & CEILING

Condition: ☒ Satisfactory ☐ Typical cracks ☐ Moisture stains

HEATING / COOLING SOURCE

☒ Yes ☐ No

FLOOR

Condition: ☒ Satisfactory ☐ Sloping ☐ Squeaks

APPLIANCES (BUILT-IN)

☐ **Disposal**	**Operable:**	☒ Yes	☐ No	☐ **Trash compactor**	**Operable:**	☐ Yes	☐ No
☒ **Oven**	**Operable:**	☒ Yes	☐ No	☒ **Exhaust fan**	**Operable:**	☒ Yes	☐ No
☒ **Range**	**Operable:**	☒ Yes	☐ No	☒ **Refrigerator**	**Operable:**	☒ Yes	☐ No
☐ **Dishwasher**	**Operable:**	☐ Yes	☐ No	☐ **Microwave**	**Operable:**	☐ Yes	☐ No

Receptacles present: ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No

GFCI: ☒ Yes ☒ No **Operable:** ☒ Yes ☐ No ☒ Recommend GFCI receptacles

Open ground/Reverse polarity: ☐ Yes ☒ No ☐ Potential safety hazard(s)

The appliance testing that was performed was done as a courtesy and should not be considered as technically exhaustive. I just make sure everything is operable. If you are concerned about the remaining life of an appliance or mechanical unit, the purchase of a mechanical warranty should be considered. We do not test the dishwasher as there is too much liability, ask the owners if the dishwasher is in working condition.

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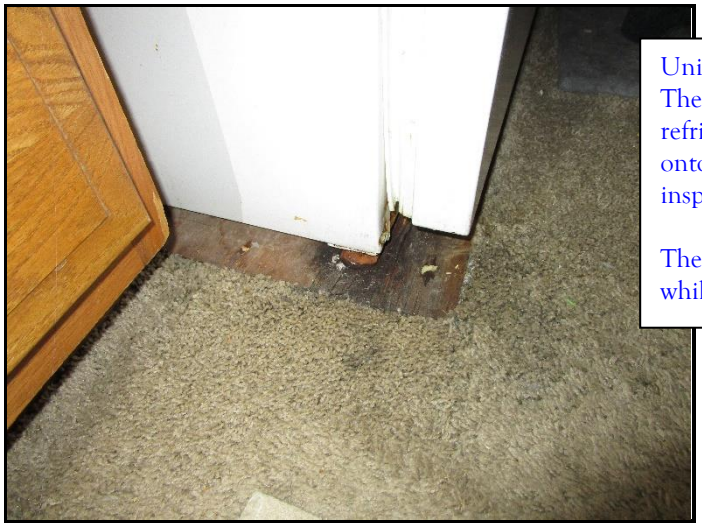

Unit #7
There are dark stains on the floor below the refrigerator. It looks like moisture has been seeping onto the floor. This was dry at the time of the inspection.

The tenant said the refrigerator leaks every once in a while.

GENERAL COMMENTS

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LAUNDRY

LAUNDRY

Laundry sink: ☒ N/A **Faucet leaks:** ☐ Yes ☐ No **Pipes leak:** ☐ Yes ☐ No
Cross connections: ☐ Yes ☒ No **Heat source present:** ☒ Yes ☐ No **Room vented:** ☐ Yes ☒ No
Floor drain in room: ☐ Yes ☒ No ☐ Not visible (testing floor drains is beyond the scope of this inspection)
Dryer vented: ☐ N/A ☒ Wall ☐ Ceiling ☐ Floor ☐ Not vented ☐ Recommend repair ☐ Safety hazard
☐ Plastic dryer vent not recommended ☐ Smooth sided dryer venting is recommended.
☒ Should be cleaned when you move in and every six months after
Electrical: **Open ground/reverse polarity within 6' of water:** ☐ Yes ☒ No ☐ Safety hazard
GFCI present: ☐ Yes ☒ No ☐ Not tested **Operable:** ☐ Yes ☐ No ☐ Recommend GFCI receptacles
Appliances: ☒ Washer ☒ Dryer ☐ Water heater ☐ Furnace/Boiler
Washer hook-up lines/valves: ☐ Leaking ☐ Corroded ☐ Not visible
Gas shut-off valve: ☒ N/A ☐ Yes ☐ No ☐ Cap needed ☐ Safety hazard ☐ Not visible

GENERAL COMMENTS

We do not test clothes dryers, nor washing machines and their water connections and drainpipes. If a water catch pan is installed, it is not possible for us to check its performance. We recommend turning off the water supplied to the washer after every load. We recommend having a professional inspect and clean the dryer exhaust pipe twice every year.

There are no leaks around the water supply hoses.

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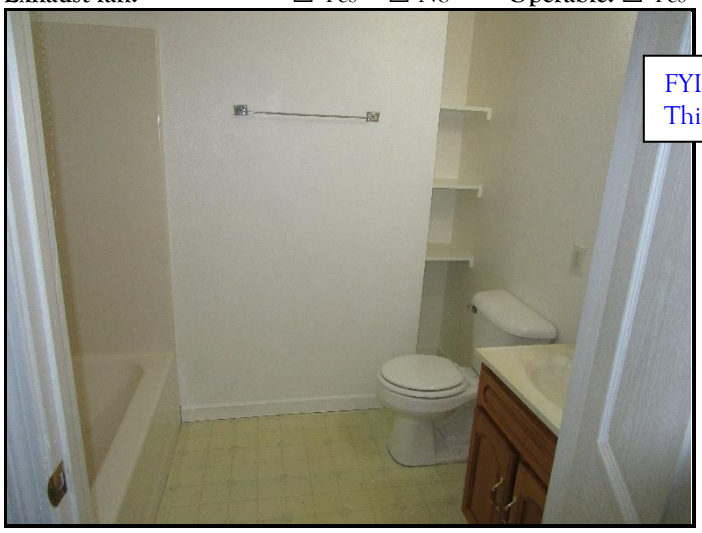
BATHROOMS

All bathroom fixtures, including toilets, tubs, showers, and sinks are inspected. Approximately 2-5 minutes of water is run at each fixture. Readily visible water-supply and drain pipes are inspected. Plumbing access panels are opened, if readily accessible and available to open. Normal foot pressure is applied around the base of each toilet, tub, and shower to check for deteriorated flooring. Normal hand pressure is applied carefully to the walls of each shower to check for deterioration. Re-grouting and sealant around the tub shower, and fixtures should be considered routine maintenance. We do not perform water leak tests on drain lines or shower pans. We simply look for active leaks, which is quite limited by our short time in the property.

BATH:

Sinks: **Faucet leaks:** ☐ Yes ☒ No **Pipes leak:** ☐ Yes ☒ No
Tubs: **Faucet leaks:** ☐ Yes ☒ No **Pipes leak:** ☐ Yes ☒ No ☐ N/A
Showers: **Faucet leaks:** ☐ Yes ☒ No **Pipes leak:** ☐ Yes ☒ No ☐ N/A
Toilet: **Bowl Loose:** ☐ Yes ☒ No **Operable:** ☒ Yes ☐ No ☐ Cracked bowl ☐ Toilet leaks
Whirlpool: ☐ Yes ☒ No **Operable:** ☐ Yes ☐ No ☐ Not tested ☐ No access door
Shower/Tub area: ☐ Tile ☐ Fiberglass ☐ Masonite ☐ Other
Condition: ☒ Satisfactory ☐ See comments
Caulk/Grouting Needed: ☐ Yes ☒ No
Drainage: ☒ Satisfactory ☐ See comments
Water flow: ☒ Satisfactory ☐ See comments
Moisture stains present: ☐ Yes ☒ No
Window/doors: ☒ Satisfactory ☐ See comments
Receptacles present: ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No
GFCI: ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No ☐ Recommend GFCI receptacles
Open ground/Reverse polarity: ☐ Yes ☒ No ☐ Potential Safety Hazard(s)
Heat source present: ☒ Yes ☐ No
Exhaust fan: ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No ☐ Noisy



FYI:
This is a typical bathroom.

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Unit #1
The handle for the left water valve is not installed.

Unit #4
The left valve for the bathtub leaks and sprays water, consult a plumbing contractor for repairs.

Unit #4
There is significant corrosion on the drain for the bathtub, consult a plumbing contractor for repairs.

GENERAL COMMENTS

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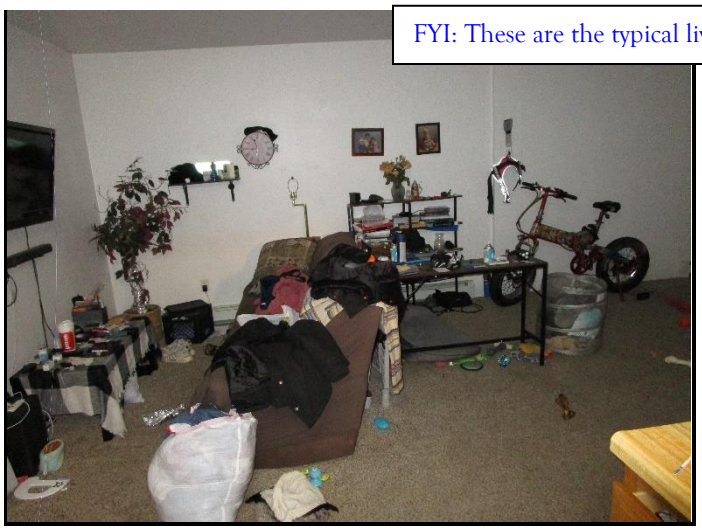
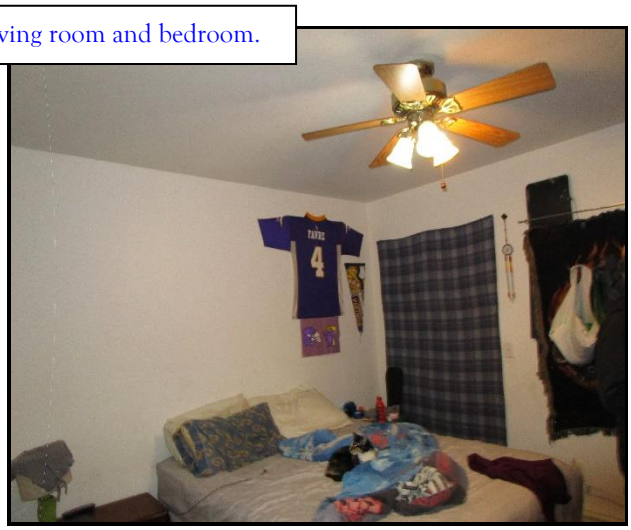
ROOMS

LOCATION:

Walls & Ceiling: ☒ Satisfactory ☐ Typical cracks ☐ See comments
Moisture stains: ☒ Yes ☐ No
Floor: ☒ Satisfactory ☐ Squeaks ☐ Slopes ☐ See comments
Electrical: **Switches:** ☒ Yes ☐ No **Receptacles:** ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No
Open ground/Reverse polarity: ☐ Yes ☒ No ☐ Safety Hazard
Heating source present: ☒ Yes ☐ Not visible **Holes:** ☐ Doors ☐ Walls ☐ Ceilings
Egress restricted: ☒ N/A ☐ Yes ☐ No
Doors & Windows: ☒ Satisfactory ☐ See comments ☐ Evidence of leaking insulated glass ☐ Hole in the door ☐ Striker plate/latch or door needs adjusting

FYI: These are the typical living room and bedroom.





GENERAL COMMENTS

Unit #3 (closet)
There are moisture stains on the ceiling/wall. These stains could be caused from a roof leak, ice damming or condensation. I believe these stains are caused by condensation (high humidity in the home). Areas like this (along an exterior wall) can become very cold during the winter months, when warm moist air contacts the cold surface condensation (frost) can form causing moisture stains like this. Keep the walls painted with a good paint, monitor the humidity when it's extremely cold outside. (turn the humidifier down if there is one). The thermostat can be turn up the heat slightly and ceiling fans can be used to help minimize issues like this.

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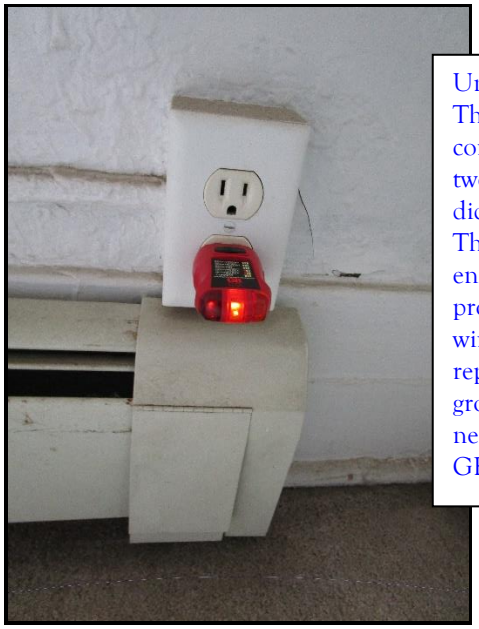
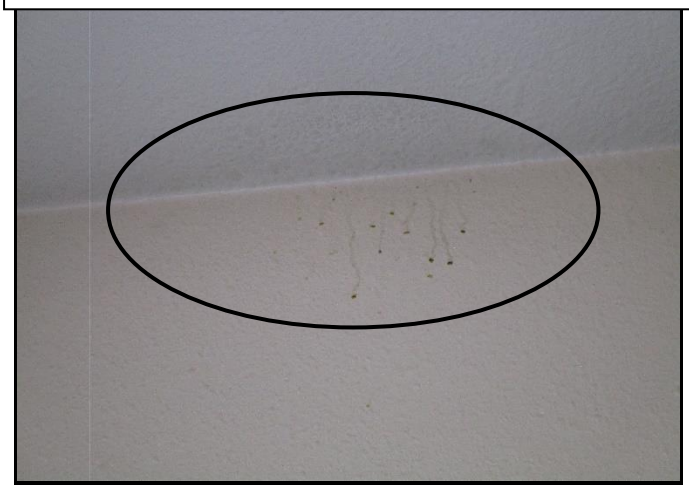


Unit #3
There were a few ungrounded outlets in the living room. This is a common problem with many older homes, the wiring only has two wires, a neutral and a hot. When these homes were built, they did not use wire with three strands (the third being a ground). This makes it very difficult if not impossible without rewiring the entire home to have grounded outlets. The installation of three pronged outlets is not recommended when there is not a ground wire. Ground fault circuit interrupter (GFCI) receptacles can replace open-ground receptacles without adding an equipment grounding conductor because equipment grounding is not necessary for a GFCI to function properly. Consider installing GFCI receptacles.

Unit #5
There are moisture stains on the wall. These stains could be caused from a roof leak, ice damming or condensation. I believe these stains are caused by condensation (high humidity in the home). Areas like this (along an exterior wall) can become very cold during the winter months, when warm moist air contacts the cold surface condensation (frost) can form causing moisture stains like this. Keep the walls painted with a good paint, monitor the humidity when it's extremely cold outside. (turn the humidifier down if there is one). The thermostat can be turn up the heat slightly and ceiling fans can be used to help minimize issues like this.



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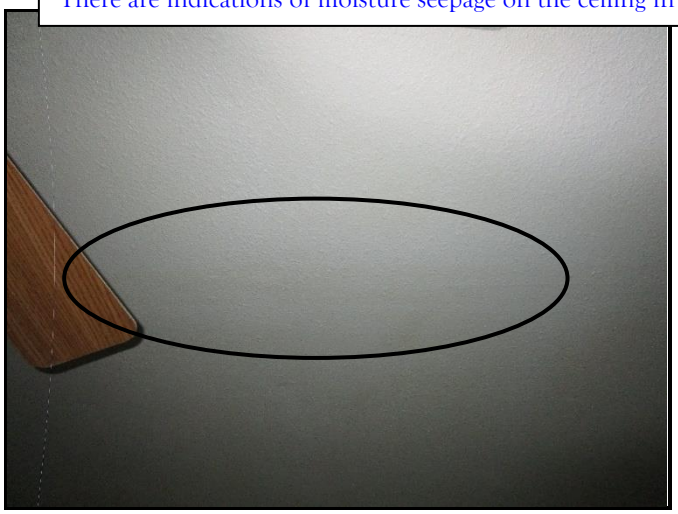
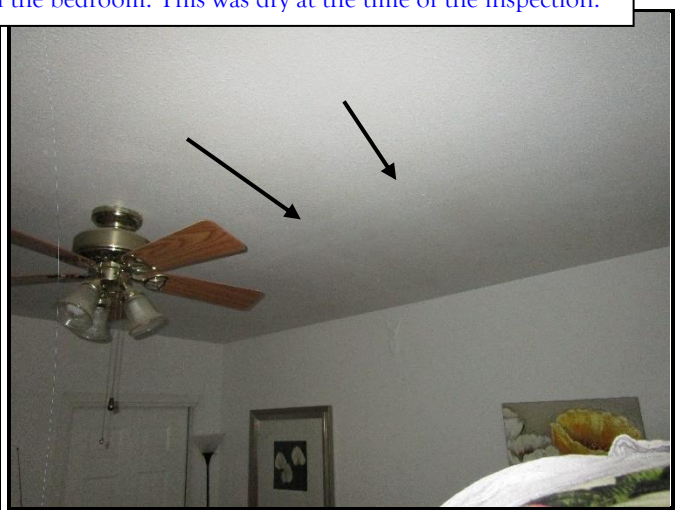
Unit #7
There are indications of moisture seepage on the ceiling in the living room. The tenant said this happened a while ago and the leak was repaired, she has not had any moisture seepage since.

Unit #7
There are indications of moisture seepage on the wall in the bedroom. The tenant said she can hear water flow when the tenant above her runs the water in the shower. This was dry at the time of the inspection.

Unit #7
There are indications of moisture seepage on the ceiling in the bedroom. This was dry at the time of the inspection.





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Unit #8
The tenant said there has been moisture seepage around the skylight. There is something covering this skylight, I did not find any indications of moisture seepage around the area.

FYI:
There are a few cracks in the wall/ceiling covering. Cracks like this are caused by movement of the framing material behind or above the drywall. Movement of the framing material is caused by many things, settling, expansion and contraction, drying of the material, poor framing (workmanship). Without removing the drywall, I cannot determine the cause. Monitor this, if the cracks get worse, consult a contractor for repairs, if the cracks do not get worse, consult a drywall professional to repair the cracks.

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FYI: PLASTER WALLS/CEILING
There are a few cracks in the plaster. Cracks are caused by movement of the framing material behind/above the wall covering. Movement of framing material is common and has many caused. I do not believe this movement has been caused by a structural defect. Consult a drywall finish professional for repairs.

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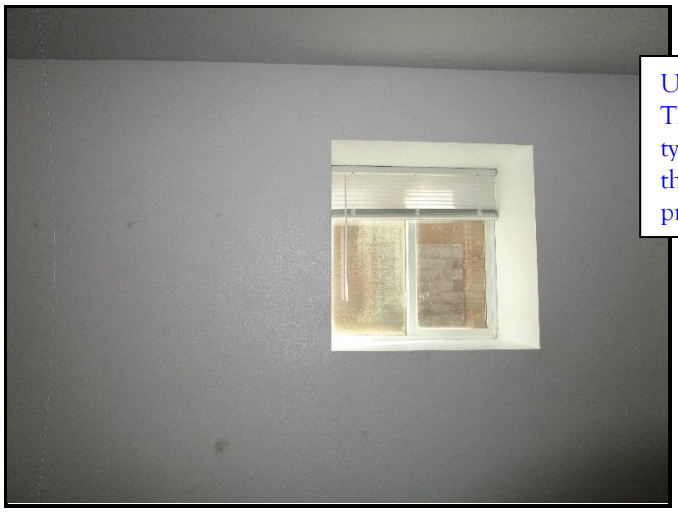
INTERIOR

We check only a representative number of doors and windows. We are not required to inspect the paint, wallpaper, the carpeting, the window treatments and screens. We do not move furniture, lift carpets or rugs, empty closets or cabinets, and we do not comment on cosmetic deficiencies. We may not comment on the cracks that appear around windows and doors, or which follow the lines of framing members and the seams of drywall and plasterboard. These cracks are usually a consequence of movement, such as wood shrinkage and common settling, and will often reappear. We do not report on odors from pets and cigarette smoke.

Condition: ☒ Satisfactory ☐ Needs repair ☒ See comments
☒ Representative number of windows operated ☐ Cracked glass
☐ Hardware missing ☐ Broken hardware

Evidence of leaking insulated glass: ☐ Yes ☒ No ☐ N/A **Safety glazing needed:** ☐ Yes ☐ No ☐ Missing screens

Unit # 3
I could not get the latches to close properly in the left window on the west wall. Consult a window repair professional for repairs.



Unit # 11
There are moisture stains between the glass. This typically indicates there is a compromised seal on the insulated glass. Consult a window repair professional for repairs.

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FIREPLACE: ☐ None **Location(s):** Living room (units 1-4)

Type: ☐ Gas ☒ Wood ☐ Wood burner stove ☐ Electric ☐ Ventless (See remarks)

Material: ☒ Masonry ☐ Metal (prefabricated) ☐ Metal insert

Blower built-in: ☐ Yes ☒ No **Operable:** ☐ Yes ☐ No ☐ Not tested **Damper operable:** ☐ Yes ☐ No

☐ Open joints or cracks in firebrick/panels should be sealed ☐ Fireplace doors need repair

Smoke detector present: ☒ Yes ☐ No **Carbon monoxide detector present:** ☐ Yes ☒ No ☐ Recommended

Damper modified for gas operation: ☐ Yes ☐ No ☐ Damper missing

Hearth extension adequate: ☐ Yes ☐ No ☐ Undetermined **Mantel:** ☐ N/A ☒ Secure ☐ Loose

Physical condition: ☐ Satisfactory ☐ See comments ☒ Recommend having flue cleaned before use

A couple of the flues and dampers were filled with insulation. Before any of the fireplaces are used the flues should be evaluated and cleaned.

STAIRS:

Condition: ☒ Satisfactory ☒ Typical wear and tear ☐ See comments

Handrail: ☒ Yes ☐ No Safety hazard **Condition:** ☒ Satisfactory ☐ Loose ☐ < 36 inches high

Balusters: ☐ Satisfactory ☐ Loose ☐ > 4 inches apart Safety hazard ☐ Handrail/Railing/Balusters recommended

Headway over stairs: ☒ Satisfactory ☐ Low clearance ☐ Safety hazard

Risers/Treads: ☒ Satisfactory ☐ Risers/Treads uneven ☐ See comments

SMOKE / CARBON MONOXIDE DETECTORS:

Present: **Smoke detector:** ☒ Yes ☐ No **Operable:** ☐ Yes ☐ No ☒ Not tested

CO detector: ☒ Yes ☐ No **Operable:** ☐ Yes ☐ No ☐ Not tested

FYI:
Smoke and Carbon monoxide detectors are recommended. There should be a smoke detector on each floor and one in each bedroom. There should be one Carbon Monoxide detector on each floor. New batteries should be installed, and detectors should all be tested when you move in. Retrofitting is not required however recommended and typically the buyer's responsibility. Smoke detectors should be replaced after 10 years and carbon monoxide detectors after 5-7 years.

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BASEMENT

STAIRS

Condition: ☒ Satisfactory ☐ Typical wear and tear ☐ Need repair
Handrail: ☒ Yes ☐ No Condition: ☒ Satisfactory ☐ Loose ☐ > 34 inches high
Baluster ☐ Satisfactory ☐ Loose ☐ > 4 inches apart ☐ Safety hazard ☐ Handrail/Railing/Balusters recommended
Headway over stairs: ☒ Satisfactory ☐ Low clearance on Safety hazard
Risers/Treads: ☒ Satisfactory ☐ Risers/Treads uneven ☐ See comments

FOUNDATION

Condition: ☒ Satisfactory ☐ Have evaluated ☐ Monitor ☐ Not visible ☐ See comments
Material: ☐ ICF ☐ Brick ☐ Concrete block ☐ Fieldstone ☒ Poured concrete
☐ Permanent Wood Foundation (PWF) ☐ Not visible
Cracks: ☒ Yes ☐ Not visible ☒ See comments
Movement apparent: ☐ North ☐ South ☐ East ☐ West
Indication of moisture: ☒ Yes ☐ No ☐ Fresh ☐ Old stains ☒ See comments

BASEMENT WALLS

Condition reported above reflects visible portion only

This residence has a basement. I try to safely enter and inspect all accessible areas, looking for evidence of structural defects. I look for signs of water penetration, but please consult the seller's condition report. I do all we can to see everything in the basement. There are restrictions to the inspection including but not limited to the finished walls electrical wires, pipes, storage, ductwork, insulation, floor

There has been moisture seepage through the foundation walls. The stains and deterioration of the lower section of the walls is caused by moisture seepage through concrete. Proper landscape grading and the use of downspout extensions can minimize moisture seepage along the foundation walls.

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FYI:
There are cracks in the foundation. Cracks like this are not considered major cracks (greater than ¼ inch wide or offset). Although the crack is not structurally significant, they can allow moisture seepage through the crack. To minimize potential seepage, make sure there is proper landscaping grade around the foundation, extensions on the downspouts and covers on the window wells so water moves away from the foundation.

FLOOR

Material: ☒ Concrete ☐ Dirt/Gravel ☐ Not visible

Condition: ☒ Satisfactory ☐ Typical cracks ☐ See comments

In the short time of this inspection, it is not possible to determine the extent if any of prior or future ground water penetration problems. Conditions that affect the structure's dryness (landscape grading, use of downspout extensions, weather, wind, and temperature) will vary greatly during a year. We recommend referring to the seller's condition report to determine if there has ever been water leakage, accumulation, or dampness.

FYI:
It looks like there has been about 18+ inches of standing water in the basement at some point in time. There is a water line all the way around the basement. Consult the property condition report or ask the owners about this.

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DRAINAGE

Sump pump pit: ☒ Yes ☐ No ☐ Working ☐ Not working ☐ Needs cleaning ☒ Pump not tested ☐ Pump not installed

Floor drains: ☒ Yes ☐ Not visible ☐ Drains not tested

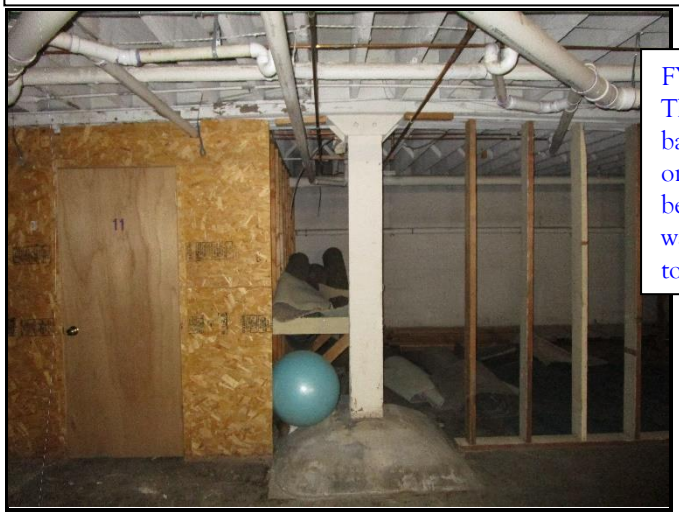
FYI:
There is a sump pump pit (old well I believe) in this basement. I do not believe there is drain tile installed around the foundation.

GIRDERS / BEAMS

Material: ☐ Steel ☒ Wood ☐ Concrete ☐ Block ☐ LVL ☐ Not visible

Condition: ☐ Satisfactory ☐ Stained/rusted ☒ See comments

We are not structural engineers. Feel free to hire one prior to dosing to consult with and address concerns that you have with the property, even if I do not identify any structural material defects. We inspect the structural components including foundation and framing by probing a representative number of visible structural components where deterioration is suspected or where clear indications of possible deterioration exist. Probing is not required when probing would damage any finished surface or where no deterioration is visible.



FYI:
There is a center support beam on the basement. It is supported by wood posts on concrete footings. The beams between the posts have sagged. A framed wall has been installed below the beam to help minimize further movement.

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COLUMNS

Material: ☐ Steel ☒ Wood ☐ Concrete ☐ Block ☐ Not visible

Condition: ☒ Satisfactory ☐ Stained/rusted ☐ See comments

JOISTS

Material: ☐ Wood ☐ Steel ☐ Truss ☒ Not visible
☐ 2x8 ☐ 2x10 ☐ 2x12 ☐ Engineered (BCI's) ☐ Sagging/altered joists

Condition: ☐ Satisfactory ☐ See comments

There are indications of a fire in the basement. Some of the floor joists have been burned. Consult the property condition report or ask the owners about this.

GENERAL COMMENTS

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PLUMBING

WATER SERVICE **Main Shut-off Location:** In the basement

Water entry piping: ☐ Not visible ☒ Copper/Galv. ☐ Plastic* (PVC, CPVC, Polybutylene, PEX) ☐ Lead
Main sewer line: The main sewer line is not evaluated as part of the home inspection
Lead other than solder joints: ☐ Yes ☐ No ☒ Unknown
Visible water distribution piping: ☒ Copper ☐ Plastic* (PVC, CPVC, Polybutylene, PEX)
Condition: ☒ Satisfactory ☐ See comments
Functional flow: ☒ Satisfactory ☐ See comments
Pipes, supply/drain: ☐ Corroded ☐ Leaking ☐ Dissimilar metal
Drain/waste/vent pipe: ☐ Copper ☐ Cast iron ☐ Galvanized ☒ PVC ☐ ABS
Visible condition: ☒ Satisfactory ☐ See comments
Traps proper P-Type: ☒ Yes ☐ No ☐ P-traps recommended
Functional drainage: ☒ Satisfactory ☐ See comments
Interior fuel storage system: ☒ N/A ☐ Yes ☐ No **Leaking:** ☐ Yes ☐ No
Gas line: ☐ N/A ☐ Copper ☒ Black iron ☐ Stainless steel ☐ CSST ☐ Not visible
Condition: ☒ Satisfactory ☐ See comments

All bathroom fixtures, including toilets, tubs, showers, and sinks are inspected. Approximately 2-5 minutes of water is run at each fixture. Readily visible water-supply and drainpipes are inspected. Plumbing access panels are opened, if readily accessible and available to open. Normal foot pressure is applied around the base of each toilet, tub, and shower to check for deteriorated flooring. Normal hand pressure is applied carefully to the walls of each shower to check for deterioration. Re-grouting and sealant around the tub shower, and fixtures should be considered routine maintenance. We do not perform water leak tests on drain lines or shower pans. We simply look for active leaks, which is quite limited by our short time in the property.

FYI:
This is your water meter and the main water valves this valve can shut off the water to the entire building.

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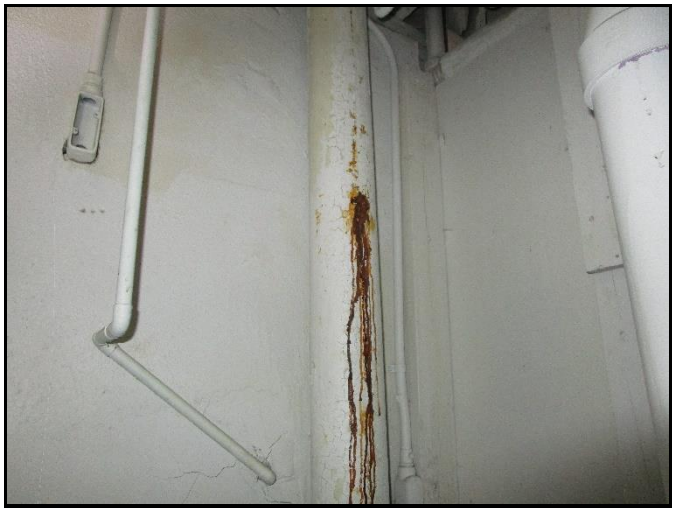
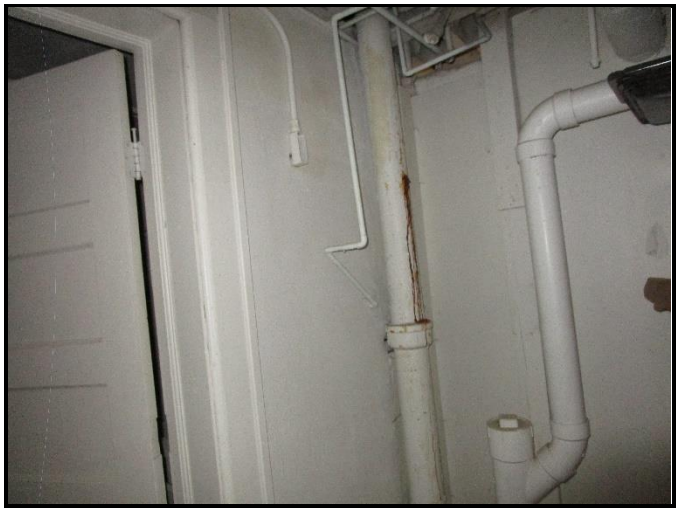
There is corrosion on the cast iron drain line. This typically indicates there are pin holes in the pipe. (cast iron rusts from the inside out). Consult a plumbing contractor for repair or replacement recommendations.





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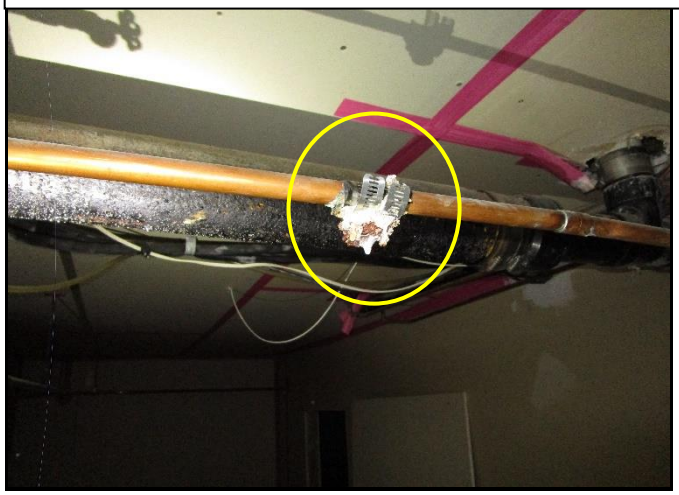
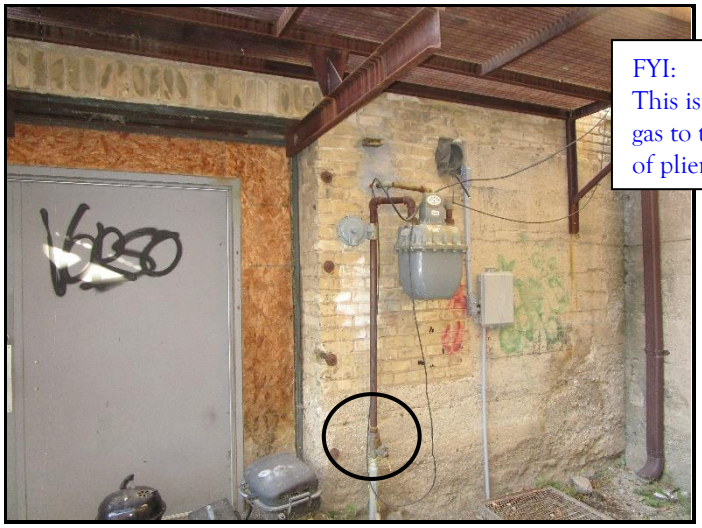
There is corrosion on this water supply line fitting. This typically indicates there has been moisture in the area, possibly a slight leak. This should be repaired by a licensed plumber. (this was above the main floor ceiling, access from the hall.



MAIN FUEL SHUT-OFF LOCATION ☐ N/A



FYI:
This is the main gas valve; this will shut off the gas to the entire house. You would need a pair of pliers to close or open this valve.

WATER HEATER #1 ☐ N/A

Brand name: State **Model #:** See pic (I believe this unit was manufactured in 2013)
Serial #: See pic

Type: ☒ Gas ☐ Electric

Capacity: 50 gal. **Approx. age:** 11 year(s) **Combustion air venting present:** ☐ Yes ☐ No ☒ N/A

Relief valve: ☒ Yes ☐ No **Extension proper:** ☒ Yes ☐ No ☐ Missing ☐ Recommend repair

Vent pipe: ☒ N/A ☐ Satisfactory ☐ Pitch proper ☐ Improper ☐ Rusted ☐ Recommend repair

Condition: ☒ Satisfactory ☐ Functional

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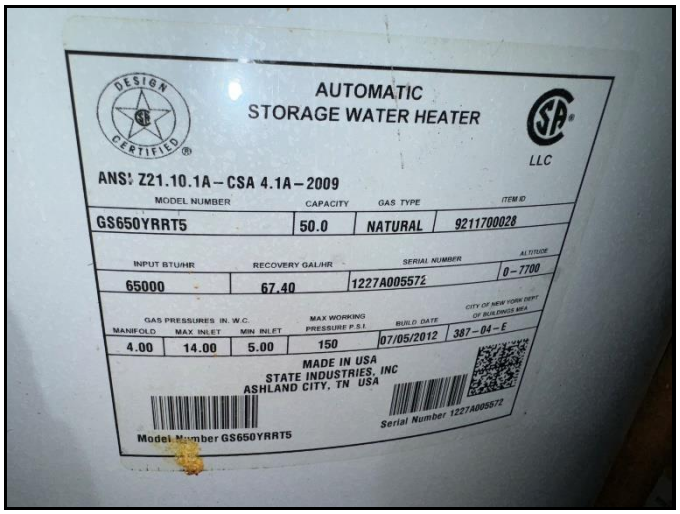
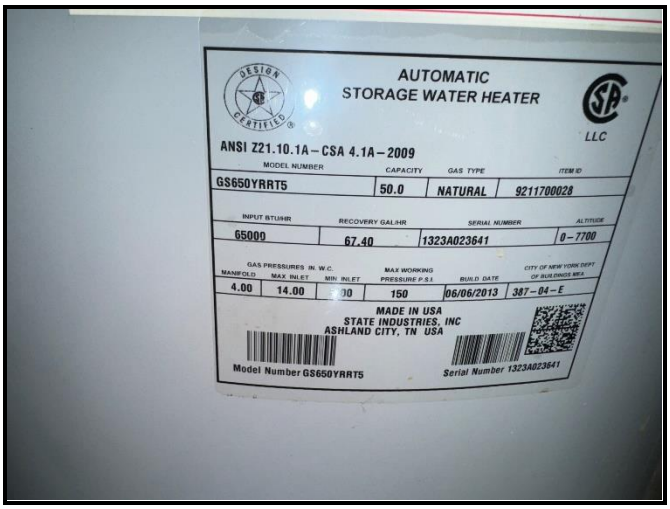
Water heaters have a normal life expectancy of 8-12 years. When a tank reaches 8 years in age budgeting for a new tank is recommended.

Gas water heater
Our inspection shows proper installation of the inlet and outlet pipes, no leaking, rusting, corrosion, sediment buildup, or flame rollout, no thumping or rumbling noise from the tank. The relief valve and extension and venting have been installed properly.





GENERAL COMMENTS

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HEATING & COOLING

BOILER SYSTEM:

Brand name: Weil Mclain **Approximate age:** 27 year(s) ☐ Unknown

Energy source: ☒ Gas ☐ LP ☐ Oil ☐ Electric

Distribution: ☐ Hot water ☒ Baseboard ☐ Radiator ☐ Radiant floor

Circulator: ☒ Pump ☐ Gravity ☒ Multiple zones

Controls: **Temp/pressure gauge exist:** ☒ Yes ☐ No **Operable:** ☒ Yes ☐ No

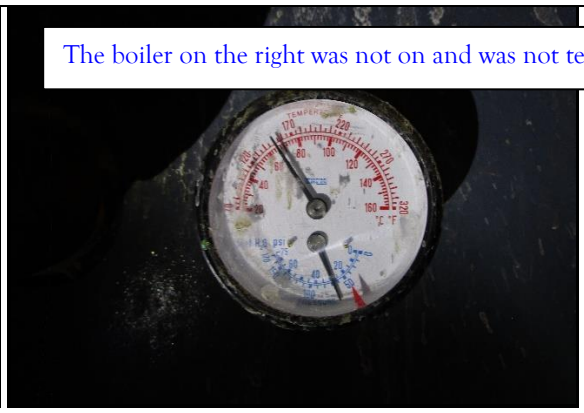
Oil fired units: **Disconnect:** ☐ Yes ☐ No **Combustion air venting present:** ☐ Yes ☐ No ☐ N/A

Relief valve: ☒ Yes ☐ No ☐ Missing **Extension proper:** ☐ Yes ☐ No

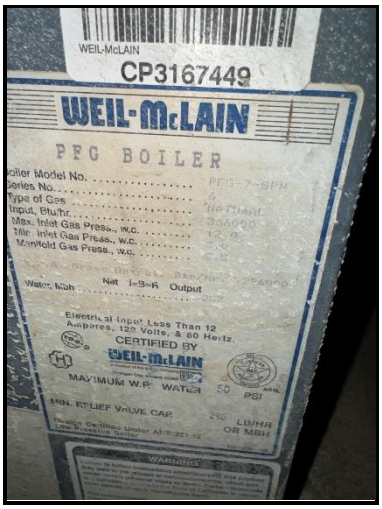
Operated: **When turned on by thermostat:** ☒ Fired ☐ Did not fire

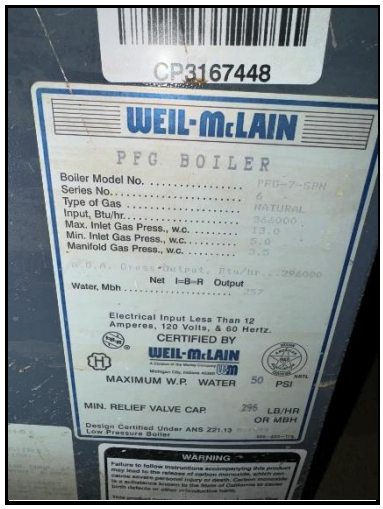
Operation: **Satisfactory:** ☒ Yes ☐ No ☐ Functional ☐ Recommend HVAC technician examine

The gas boiler was run through a complete cycle it looks to be in satisfactory condition, we find a heat source in each room; the burner was working, we find no fuel leaks or unexpected odors. There the boiler, the temperature/pressure gage is working and within normal limits, there is an expansion tank as well as proper clearance and venting installed. The boiler was operated by turning up the thermostat then back to the original temperature.



The boiler on the right was not on and was not tested.





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There is rust and moisture on the metal in the boiler compartment. It looks like moisture is seeping from inside the combustion chamber. Consult a heating contractor for further evaluation and repairs.

GENERAL COMMENTS:

There is insulation on some of the plumbing lines. When this home was built, they used many types of insulation on the pipes, one type of insulation was asbestos based. I cannot tell if this is asbestos or another type of insulation. Asbestoses by itself is not harmful, it is when it is removed that small particles get in the air that it becomes a health hazard. It is an industry standard to recommend having this tested to see if it is asbestos.

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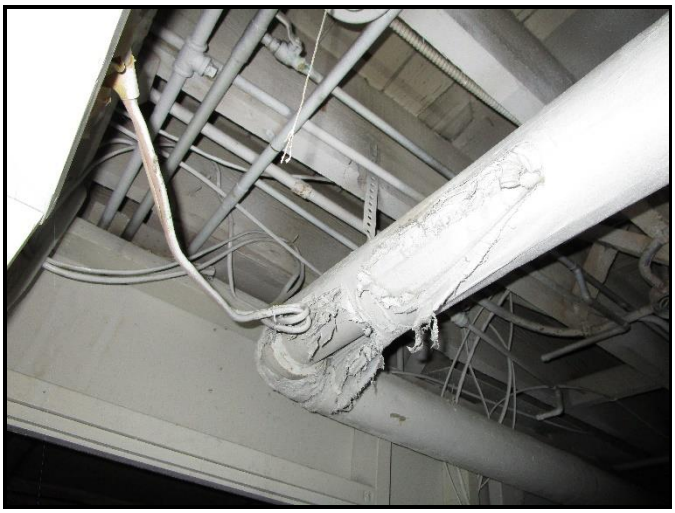

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ELECTRICAL

If we feel that it is safe enough to open the electrical panel, we will check the interior components of service panels and sub panels, the conductors, and the over-current protection devices. Inside the house, we will check a representative number of installed lighting fixtures, switches, and receptacles. This is not an exhaustive inspection of every component and installation detail. There will be receptacles and switches and lights that we will not have time to inspect. Ask property owner about all of the wall switches, receptacles and lights. Therefore, it is essential that any recommendations that we may make for correction should be completed before the close of escrow, because an electrician could reveal other problems or recommend repairs.

MAIN PANEL **Location:** In each apartment **Condition:** ☒ Satisfactory ☐ See comments

Adequate clearance to panel (30" wide, 36" deep, 78" high)**:** ☒ Yes ☐ No

Amperage: 70 Volts 120/240 ☒ Breakers ☐ Fuses

Appears grounded: ☐ Yes ☐ No ☒ Not visible

Legend filled in and complete: ☐ Yes ☐ No *(this is a safety issue; the legend should be completely filled in)*

GFCI Breaker: ☒ Yes ☒ No **Operable:** ☐ Yes ☐ No ☐ Not tested

AFCI Breaker: ☐ Yes ☒ No **Operable:** ☐ Yes ☐ No ☐ Not tested

MAIN WIRE: ☐ Copper ☒ Aluminum ☐ Not visible ☐ **Double tapping of the main wire**

Condition: ☒ Satisfactory ☐ Poor ☐ **Federal Pacific Panel Stab Lok® (See remarks) ***

BRANCH WIRE: ☒ Copper ☐ Aluminum* ☐ Not visible

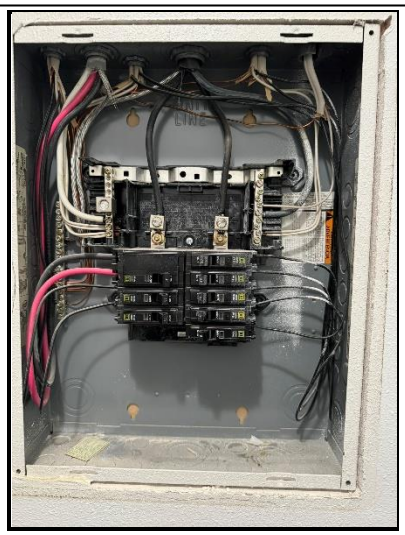
Condition: ☒ Satisfactory ☐ See comments ☐ **Recommend electrician evaluate/repair***

☒ Romex ☐ BX cable ☐ Conduit ☐ **Knob & tube****

☐ Double tapping ☐ **Wires undersized/oversized breaker/fuse**

☐ Panel not accessible ☐ Not evaluated

From my visual inspection, there are no missing knockouts, damaged breakers, indications of heated wires, oversized breakers, double tapping, arcing, moisture, or rust in these panels. The access to the panels is appropriate, the dead-front screws are correct, and the legends are filled in. These look as though a professional has installed them and there are no indications of non-professionals working inside these panels.



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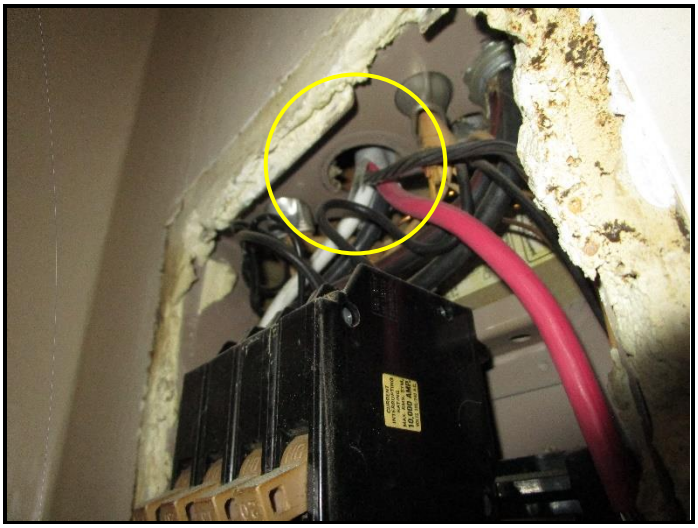
UNIT #2
All electrical wire extending through the metal panel should be properly secured. This is a safety issue, and some form of securing unit should be installed. This wire was installed by a licensed electrical contractor, so I question if this is acceptable in this situation. Consult a licensed electrician for further evaluation and repairs.



ELECTRICAL FIXTURES A representative number of installed lighting fixtures, switches, and receptacles located inside the house, garage, and exterior walls were tested and found to be:

Condition: ☒ Satisfactory ☐ Open grounds ☐ Reverse polarity
☐ GFCIs not operating ☐ Solid conductor aluminum branch wiring circuits*
☐ Ungrounded 3-prong receptacles (See remarks)
☐ Recommend electrician evaluate/repair* ☐ faceplates/covers needed

GENERAL COMMENTS

There is knob-and–tube wiring in this house. There is a potential safety issue with this type of wiring. If it has been tapped into during remodeling or if insulation is covering the wire. A licensed electrician should evaluate the wiring for safety.

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The following pages are provided as a courtesy.

The recommendations in these pages are general maintenance recommendations and not specific to this property.

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SERVICE WALKS/DRIVEWAYS

Spalling concrete cannot be patched with concrete because the new will not bond with the old. Water will freeze between the two layers, or the concrete will break up from movement or wear. Replacement of the damaged section is recommended. Walks or driveways that are close to the property should be properly pitched away to direct water away from the foundation. Asphalt driveways should be kept sealed and larger cracks filled so as to prevent damage from frost.

PATIOS

Patios that have settled towards the structure should be mud jacked or replaced to assure proper pitch. Improperly pitched patios are one source of wet basements/crawlspaces.

All surfaces of untreated wood need regular applications of paint or special chemicals to resist damage. Porch or deck columns and fence posts which are buried in the ground and made of untreated wood will become damaged within a year or two.

Decks should always be nailed with galvanized, stainless steal or aluminum nails. Decks that are not painted or stained should be treated with a water sealer.

GRADING AND DRAINAGE

Any system of grading or landscaping that creates positive drainage (moving water away from the foundation walls) will help to keep a basement and crawlspace dry. Where negative grade exists and additional backfill is suggested, it may require digging out around the property to get a proper pitch. Dirt shall be approximately 6” below the bottom sill and should not touch wood surfaces.

Flower beds, loose mulched areas, railroad ties and other such landscaping items close to the foundation trap moisture and contribute to wet basements. To establish a positive grade, a proper slope away from the house is 1” per foot for approximately 5-6 feet. Recommend ground cover planting or grass up to foundation.

ROOF AND SURFACE WATER CONTROL

Roof and surface water must be controlled to maintain a dry basement and crawlspace. This means keeping gutters cleaned out and aligned, extending downspouts, installing splashblocks, and building up the grade so that roof and surface water is diverted away from the building.

WINDOW WELLS

The amount of water which enters a window well from falling rain is generally slight, but water will accumulate in window wells if the yard is improperly graded. Plastic window well covers are useful in keeping out leaves and debris.

RETAINING WALLS

Retaining walls deteriorate because of excessive pressure buildup behind them, generally due to water accumulation. Conditions can often be improved by excavating a trench behind the retaining wall and filling it with coarse gravel. Drain holes through the wall will then be able to relieve the water pressure.

Retaining walls sometime suffer from tree root pressure or from general movement of topsoil down the slope. Normally, these conditions require rebuilding the retaining wall.

RAILINGS

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It is recommended that railings be installed for any stairway over 3 steps and porches over 30" for safety reasons. Balusters for porches, balconies, and stairs should be close enough to assure children cannot squeeze through.

DEFINITIONS

SATISFACTORY (Sat.) - Indicates the component is functionally consistent with its original purpose but may show signs of normal wear and tear and deterioration.

MARGINAL (Marg.) - Indicates the component will probably require repair or replacement anytime within five years.
POOR - Indicates the component will need repair or replacement now or in the very near future.

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Valleys and Flashings that are covered with shingles and/or tar or any other material are considered not visible and are not part of the inspection?

Tar and Gravel Roofs - This type of covering on a pitched roof requires ongoing annual maintenance. We recommend that a roofing contractor evaluate this type of roof. Infra-red photography is best used to determine areas of potential leaks.

Flat roofs are very vulnerable to leaking. It is very important to maintain proper drainage to prevent the ponding of water. We recommend that a roofing contractor evaluate this type of roof.

ROOF TYPE	LIFE EXPECTANCY	SPECIAL REMARKS
Asphalt Shingles	15-20 years	Used on nearly 80% of all residential roofs; requires little maintenance.
Asphalt Multi-Thickness Shingles*	20-30 years	Heavier and more durable than regular asphalt shingles.
Asphalt Interlocking. Shingles*	15-25 years	Especially good in high-wind areas.
Asphalt Rolls	10 years	Used on low slope roofs.
Built-up Roofing	10-20 years	Used on low slope roofs; 2 to 3 times as costly as asphalt shingles.
Wood Shingles*	10-40 years[1]	Treat with preservative every 5 years to prevent decay.
Clay Tiles*, Cement Tiles*	20 + years 20 + years	Durable, fireproof, but not watertight, * requiring a good subsurface base.
Slate Shingles*	30-100 years [2]	Extremely durable, but brittle and expensive.
Asbestos Cement Shingles*	30-75 years	Durable, but brittle and difficult to repair.
Metal Roofing	15-40 + years	Comes in sheets & shingles; should be well grounded for protection from lightning; certain metals must be painted.
Single Ply	15-25 years	New material; not yet passed test of time.
Membrane (mfg.'s claim) Polyurethane with Elastomenic Coating	5-10 years [1]	Used on low slope roofs.

* Not recommended for use on low slope roof

[1] Depending on local conditions and proper installation

[2] Depending on quality of slate

Roof coverings should be visually checked in the spring and fall for any visible missing shingles, damaged coverings or other defects. Before re-roofing, the underside of the roof structure and roof sheathing should be inspected to determine that the roof structure can support the additional weight of the shingles.Wood shakes and shingles will vary in aging, due to the quality of the material, installation, maintenance, and surrounding shade trees. Ventilation and drying of the wood material is critical in extending the life expectancy of the wood. Commercial preservatives are available on the market, which could be applied to wood to impede deterioration.

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EXTERIOR

CHIMNEYS

Chimneys built of masonry will eventually need tuck-pointing. A cracked chimney top that allows water and carbonic acid to get behind the surface brick/stone will accelerate the deterioration. Moisture will also deteriorate the clay flue liner. Periodic chimney cleaning will keep you apprised of the chimney's condition. The flashing around the chimney may need resealing and should be inspected every year or two. Fireplace chimneys should be inspected and evaluated by a chimney professional before using. Chimneys must be adequate height for proper drafting. Spark arrestors are recommended for a wood burning chimney, and chimney caps for fossil fuels. **Unlined Chimney** - should be re-evaluated by a chimney technician. Have flue cleaned and re-evaluated. The flue lining is covered with soot or creosote and no representation can be made as to the condition.

NOT EVALUATED

The flue was not evaluated due to inaccessibility such as roof pitch, cap, cleanout not accessible, etc.

CRICKET FLASHING

Small, sloped structure made of metal and designed to drain moisture away from a chimney. Usually placed at the back of a chimney.

GUTTERS AND DOWNSPOUTS

This is an extremely important element in basement/crawlspace dampness control. Keep gutters clean and downspout extensions in place (4' or more). Paint the inside of galvanized gutters, which will extend the life. Shortly after a rain or thaw in winter, look for leaks at seams in the gutters. These can be recaulked before they cause damage to fascia or soffit boards. If no gutters exist, it is recommended that they be added.

SIDING

Wood siding should not come in contact with the ground. The moisture will cause rotting to take place and can attract carpenter ants. See page 34 for siding that have known problems, but are not always recognizable. Brick and stone veneer must be monitored for loose or missing mortar. Some brick and stone are susceptible to spalling. This can be caused when moisture is trapped and a freeze/thaw situation occurs. There are products on the market that can be used to seal out the moisture. This holds true for brick and stone chimneys also. Metal siding will dent and scratch. Oxidation is a normal reaction in aluminum. There are good cleaners on the market and it is recommended that they be used occasionally. Metal siding can be painted.

EIFS This type of siding is a synthetic stucco and has experienced serious problems. It requires a certified EIFS inspector to determine condition.

DOORS AND WINDOWS

These can waste an enormous amount of energy. Maintain the caulking around the frames on the exterior. Check for drafts in the winter and improve the worst offenders first. Windows that have leaky storm windows will usually have a lot of sweating. Likewise, well-sealed storms that sweat indicate a leaky window. It is the tighter unit that will sweat (unless the home has excess humidity to begin with).

Wood that exhibits blistering or peeling paint should be examined for possible moisture sources: roof leaks, bad gutters, interior moisture from baths or laundry or from a poorly vented crawl space. Some paint problems have no logical explanation, but many are a symptom of an underlying problem. A freshly painted house may mask these symptoms, but after you have lived in the home for a year or two, look for localized paint blistering (peeling). It may be a clue.
New glazing will last longer if the raw wood is treated with boiled linseed oil prior to glazing. It prevents the wood from drawing the moisture out of the new glazing.

CAULKING

Many different types of caulk are available on the market today. Check with a paint or hardware store for the kind of application you need.

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OVERHEAD DOOR OPENERS

We recommend that a separate electrical outlet be provided. Openers that do not have a **safety reverse** are considered a safety hazard. Small children and pets are especially vulnerable. We recommend the operating switches be set high enough so children cannot reach them. If an electric sensor is present, it should be tested occasionally to ensure it is working.

GARAGE SILL PLATES should be elevated or treated lumber should be used. If this is not the case, try to direct water away to prevent rotting.

BURNERS

Any appliance such as a water heater, furnace, etc. should have the flame a minimum of 18" above the floor. Any open flame less

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INTERIOR

PLASTER ON WOOD LATH

Plaster on wood lath is an old technique and is no longer in general use. Wood lath shrinks with time and the nails rust and loosen. As a result, the plaster may become fragile and caution is needed in working with this type of plastering system. Sagging ceilings are best repaired by laminating drywall over the existing plaster and screwing it to the ceiling joists.

PLASTER ON GYPSUM LATH (ROCK LATH)

Plaster on gypsum lath will sometimes show the seams of the 16" wide gypsum lath, but this does not indicate a structural fault. The scalloping appearance can be leveled with drywall joint compound and fiberglass mesh joint tape or drywall can be laminated over the existing plaster on the ceiling.

WOOD FLOORING

Always attempt to clean wood floors first before making the decision to refinish the floor. Wax removers and other mild stripping agents plus a good waxing and buffing will usually produce satisfactory results. Mild bleaching agents help remove deep stains. Sanding removes some of the wood in the floor and can usually be done safely only once or twice in the life of the floor.

NAIL POPS

Drywall nail pops are due to normal expansion and contraction of the wood members to which the drywall is nailed and are usually of no structural significance.

CARPETING

Where carpeting has been installed, the materials and condition of the floor underneath cannot be determined.

APPLIANCES (If report indicated appliances were operated, the following applies) Dishwashers are tested to see if the motor operates and water sprays properly. Stoves are tested to see that burners are working and oven and broiler get hot. Timer and controls are not tested. Refrigerators are not tested. Most new Dishwashers have the drain line looped automatically and may not be visible on the day of inspection. It is essential for the dishwasher drain line to have an anti-siphon break to prevent backflow. A drain line loop or Dishwasher air gap should be installed if found to be missing. No representation is made to continued life expectancy of any appliance.

ASBESTOS AND OTHER HAZARDS

Asbestos fibers in some form are present in many homes, but are often not visible and cannot be identified without testing.

If there is reason to suspect that asbestos may be present and if it is of particular concern, a sample of the material in question may be removed and analyzed in a laboratory. However, detecting or inspecting for the presence or absence of asbestos is not a part of our inspection.

Also excluded from this inspection and report are the possible presence of, or danger from, radon gas, lead-based paint, urea formaldehyde, toxic or flammable chemicals and all other similar or potentially harmful substances and environmental hazards.

WINDOWS

A representative number of windows are inspected.

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BATHROOMS

STALL SHOWER

The metal shower pan in a stall shower has a potential or probable life of 10-20 years depending on quality of the pan installed. Although a visible inspection is made to determine whether a shower pan is currently leaking, it cannot be stated with certainty that no defect is present or that one may not soon develop. Shower pan leaks often do not show except when the shower is in actual use.

CERAMIC TILE

Bathroom tile installed in a mortar bed is excellent. It is still necessary to keep the joint between the tile and the tub/shower caulked or sealed to prevent water spillage from leaking through and damaging the ceilings below.

Ceramic tile is often installed in mastic. It is important to keep the tile caulked or water will seep behind the tile and cause deterioration in the wallboard. Special attention should be paid to the area around faucets and other tile penetrations.

EXHAUST FANS

Bathrooms with a shower should have exhaust fans when possible. This helps to remove excess moisture from the room, preventing damage to the ceiling and walls and wood finishes. The exhaust fan should not be vented into the attic. The proper way to vent the fan(s) is to the outside. Running the vent pipe horizontally and venting into a gable end or soffit is preferred. Running the vent pipe vertically through the roof may cause condensation to run down the vent pipe, rusting the fan and damaging the wallboard. Insulating the vent pipe in the attic will help to reduce this problem.

SLOW DRAINS on sinks, tubs, and showers are usually due to build up of hair and soap scum. Most sink popups can be easily removed for cleaning. Some tubs have a spring attached to the closing lever that acts as a catch for hair. It may require removing a couple of screws to disassemble. If you cannot mechanically remove the obstruction, be kind to your pipes. **Don't use a caustic cleaner**. There are several bacteria drain cleaners available. They are available at hardware stores in areas where septic tanks are used. These drain cleaners take a little longer to work, but are safe for you and your pipes.

SAFETY HAZARDS

Typical safety hazards found in bathrooms are open grounds or reverse polarity by water. Replacing these outlets with G.F.C.I.'s are recommended. (See page 28)

WHIRLPOOL TUBS

This relates to interior tubs hooked up to interior plumbing. Where possible, the motor will be operated to see that the jets are working. Hot tubs and spas are not inspected.

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DOOR STOPS

All swinging doors should be checked for door stops. Broken or missing door stops can result in door knobs breaking through drywall or plaster.

CLOSET GUIDES

Sliding closet doors should be checked to see that closet guides are in place. Missing or broken closet guides can cause scratches and damage to doors.

COLD AIR RETURNS

Bedrooms that do not have cold air returns in them should have a 3/4" gap under the doors to allow cold air to be drawn into the hall return.

AN INSPECTION VERSUS A WARRANTY

A home inspection is just what the name indicates, an inspection of a home…usually a home that is being purchased. The purpose of the inspection is to determine the condition of the various systems and structures of the home. While an inspection performed by a competent inspection company will determine the condition of the major components of the home, no inspection will pick up every minute latent defect. The inspector's ability to find all defects is limited by access to various parts of the property, lack of information about the property and many other factors. A good inspector will do his or her level best to determine the condition of the home and to report it accurately. The report that is issued is an opinion as to the condition of the home. This opinion is arrived at by the best technical methods available to the home inspection industry. It is still only an opinion.

A warranty is a policy sold to the buyer that warrants that specific items in the home are in sound condition and will remain in sound condition for a specified period of time. Typically, the warranty company never inspects the home. The warranty company uses actuarial tables to determine the expected life of the warranted items and charges the customer a fee for the warranty that will hopefully cover any projected loss and make a profit for the warranty seller. It is essentially an insurance policy.

The service that we have provided you is an inspection. We make no warranty of this property. If you desire warranty coverage, please see your real estate agent for details about any warranty plan to which their firm may have access.

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WINDOW FRAMES AND SILLS

Window frames and sills are often found to have surface deterioration due to condensation that has run off the window and damaged the varnish. Usually this can be repaired with a solvent style refinisher and fine steel wool. This is sometimes a sign of excess humidity in the house. See comments regarding caulking doors and windows, page 8.

FIREPLACES

It is important that a fireplace be cleaned on a routine basis to prevent the buildup of creosote in the flue, which can cause a chimney fire. Masonry fireplace chimneys are normally required to have a terra cotta flue liner or 8 inches of masonry surrounding each flue in order to be considered safe and to conform with most building codes. During visual inspections, it is not uncommon to be unable to detect the absence of a flue liner either because of stoppage at the firebox, a defective damper or lack of access from the roof.

WOODBURNERS

Once installed, it can be difficult to determine proper clearances for wood burning stoves. Manufacturer specifications, which are not usually available to the inspector, determine the proper installation. We recommend you ask the owner for paperwork, verifying that it was installed by a professional contractor.

VENTILATION

Ventilation is recommended at the rate of one square foot of vent area to 300 square feet of attic floor space, this being divided between soffit and rooftop. Power vents should ideally have both a humidistat and a thermostat, since ventilation is needed to remove winter moisture as well as summer heat. Evidence of condensation such as blackened roof sheathing, frost on nail heads, etc. is an indication that ventilation may have been or is blocked or inadequate.

INSULATION

The recommended insulation in the attic area is R-38, approximately 12”. If insulation is added, it is important that the ventilation is proper.

SMOKE DETECTORS

Smoke detectors should be tested monthly. At least one detector should be on each level. CO detectors are not required by most states, but for safety reasons, are highly recommended.

VAPOR BARRIERS

The vapor barrier should be on the warm side of the surface. Older homes were built without vapor barriers. If the vapor barrier is towards the cold side of the surface, it should be sliced or removed. Most vapor barriers in the attic are covered by insulation and therefore, not visible.

SAFETY GLAZING

Safety glazing requirements vary depending on the age of the home. Every attempt is made to identify areas where the lack of safety glazing presents an immediate safety hazard, such as a shower door. In some older homes it is difficult to determine if safety glazing is present, since the glass is not marked. Therefore, no representation is made that safety glazing exists in all appropriate areas.

INSULATED GLASS

Broken seal in thermopane/insulated windows are not always visible nor detectible due to humidity and temperature changes during the day. Other factors such as window covering, dirty windows, and lack of accessibility, personal property placed in front of the windows all affect the view of the windows at the time of the inspection.

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BASEMENT/CRAWLSPACE

Any basement/crawlspace that has cracks or leaks is technically considered to have failed. Most block basements/crawlspace have step cracks in various areas. If little or no movement has occurred and the step cracks are uniform, this is considered acceptable. Horizontal cracks in the third or fourth block down indicate the block has moved due to outside pressure. They can be attributed to many factors such as improper grading, improperly functioning gutter and downspout system, etc. Normally if little or no movement has taken place and proper grading and downspouts exist, this is considered acceptable. If the wall containing the stress crack(s) has moved considerably, this will require some method of reinforcement. Basements/crawlspace that have been freshly painted or tuck-pointed should be monitored for movement. This will be indicated by cracks reopening. If cracks reappear, reinforcement may be necessary. Reinforcing a basement/crawlspace wall can become expensive.

FOUNDATION (COVERED WALLS)

Although an effort has been made to note any major inflections or weaknesses, it is difficult at best to detect these areas when walls are finished off, or basement/crawlspace storage makes areas inaccessible. **No representation is made as to the condition of these walls.**

INSULATED CONCRETE FORMS (ICF'S) are formwork for concrete that stays in place as permanent building insulation for energy-efficient, cast-in-place, reinforced concrete walls, floors and roofs.

MONITOR indicates that the walls have stress cracks, but little movement has occurred. In our opinion, the cracks should be filled with mortar and the walls monitored for further movement and cracking. If additional movement or cracking occurs, reinforcement may be necessary.

HAVE EVALUATED We recommend that the walls be re-evaluated by a structural engineer or basement/crawlspace repair company and estimates be obtained if work is required.

VAPOR BARRIER

Floors that are dirt or gravel should be covered with a vapor barrier.

MOISTURE PRESENT

Basement/crawlspace dampness is frequently noted in houses and in most cases the stains, moisture or efflorescence present is a symptom denoting that a problem exists outside the home. Usual causes are improper downspout extensions or leaking gutters and/or low or improper grade (including concrete surfaces) at the perimeter of the house. A proper slope away from the house is one inch per foot for four to six feet. Expensive solutions to basement/crawlspace dampness are frequently offered. It is possible to spend thousands of dollars on solutions such as pumping out water that has already entered or pumping of chemical preparations into the ground around the house, when all that may be necessary are a few common sense solutions at the exterior perimeter. However, this is not intended to be an exhaustive list of causes and solutions to the presence of moisture.

No representation is made to future moisture that may appear.

PALMER VALVE

Many older homes have a valve in the floor drain. This drain needs to remain operational.

DRAIN TILE

We offer no opinion about the existence or condition of the drain tile, as it cannot be visibly inspected.

BASEMENT ELECTRICAL OUTLETS

We recommend that you have an outlet within 6' of each appliance. The appliance you plan to install may be different than what exists, therefore the inspection includes testing a representative number of receptacles that exist. It is also recommended to have ground fault circuit interrupts for any outlet in the unfinished part of the basement and crawl spaces.

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CRAWL SPACES

Crawl spaces are shallow spaces between the first level floor joist and the ground. Access to this area may be from the inside, outside or not accessible at all. Ductwork, plumbing, and electrical may be installed in the space in which access may be necessary. The floor of the crawl space may be covered with concrete, gravel, or may be the original soil. A vapor barrier may be a sheet of plastic or tar paper and installed over or under this material. The vapor barrier will deter the moisture from the earth from escaping into the crawl space and causing a musty smell. Ventilation is also important to control excess moisture buildup. Vents may be located on the outside of the house and are normally kept open in the summer and closed for the winter (where freezing may occur). The basement/crawl space diagram indicates areas that are covered and not part of a visual inspection. Every attempt is made to determine if paneling is warped, moisture stains are bleeding through, etc. Storage that blocks the visibility of a wall is not removed to examine that area. Therefore, it is important that on your walk-through before closing, you closely examine these areas. Closed crawl spaces that have vents to the outside should have insulation under the floor above the crawl space.

HAVE EVALUATED

We recommend that the walls be re-evaluated by a structural engineer or basement repair company and estimates be obtained if work is required.

MONITOR

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No representation is made to future moisture that may appear.

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WELLS

Examination of wells is not included in this visual inspection. It is recommended that you have well water checked for purity by the local health authorities and, if possible, a check on the flow of the well in periods of drought. A well pit should have a locked cover on it to prevent anyone from falling into the pit.

SEPTIC SYSTEMS

The check of septic systems is not included in our visual inspection. You should have the local health authorities or other qualified experts check the condition of the septic system. In order for the septic system to be checked, the house must have been occupied within the last 30 days.

WATER PIPES

Galvanized water pipes rust from the inside out and may have to be replaced within 20 to 30 years. This is usually done in two stages: horizontal piping in the basement first, and vertical pipes throughout the house later as needed. Copper pipes usually have more life expectancy and may last as long as 60 years before needing to be replaced.

HOSE BIBS

During the winter months it is necessary to make sure the outside faucets are winterized. This can be done by means of a valve located in the basement. Leave the outside faucets open to allow any water standing in the pipes to drain, preventing them from freezing. Hose bibs cannot be tested when winterized.

WATER HEATER

The life expectancy of a water heater is 5-10 years. Water heaters generally need not be replaced unless they leak. It is a good maintenance practice to drain 5-10 gallons from the heater several times a year. Missing relief valves or improper extension present a safety hazard.

WATER SOFTENERS

During a visual inspection it is not possible to determine if water is being properly softened.

PLUMBING

The temperature/pressure valve should be tested several times a year by lifting the valve's handle. Caution: very hot water will be discharged. If no water comes out, the valve is defective and must be replaced.

SHUT-OFF VALVES

Most shut-off valves have not been operated for long periods of time. We recommend operating each shut-off valve to: toilet bowl, water heater, under sinks, main shut-off, hose faucets, and all others. We recommend you have a plumber do this, as some of the valves may need to be repacked or replaced. Once the valves are in proper operating order, we recommend opening and closing these valves several times a year.

POLYBUTYLENE PIPING

This type of piping has a history of problems and should be examined by a licensed plumber and repaired or replaced as necessary.

MECHANICAL DEVICES MAY OPERATE AT ONE MOMENT AND LATER MALFUNCTION; THEREFORE, LIABILITY IS SPECIFICALLY LIMITED TO THOSE SITUATIONS WHERE IT CAN BE CONCLUSIVELY SHOWN THAT THE MECHANICAL DEVICE INSPECTED WAS INOPERABLE OR IN THE IMMEDIATE NEED OF REPAIR OR NOT PERFORMING THE FUNCTION FOR WHICH IS IT WAS INTENDED AT THE TIME OF INSPECTION.

CSST

Corrugated Stainless Steel Tubing is an alternative to traditional black iron gas piping. It is a continuous, flexible, stainless steel pipe with an exterior PVC covering.

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HEATING AND AIR CONDITIONING units have limited lives. Normal lives are:

GAS-FIRED HOT AIR . . . . . .15-25 years
OIL-FIRED HOT AIR . . . . . 20-30 years
CAST IRON BOILER . . . . . 30-50 years
(Hot water or steam) or more
STEEL BOILER . . . . . 30-40 years
(Hot water or steam) or more
COPPER BOILER . . . . . 10-20 years
(Hot water or steam)
CIRCULATING PUMP (Hot water) . . . . . 10-15 years
AIR CONDITIONING COMPRESSOR . . . . 8-12 years
HEAT PUMP . . . .8-12 years

Gas-fired hot air units that are close to or beyond their normal lives have the potential of becoming a source of carbon monoxide in the home. You may want to have such a unit checked every year or so to assure yourself that it is still intact. Of course a unit of such an age is a good candidate for replacement with one of the new, high efficiency furnaces. The fuel savings alone can be very attractive.

Boilers and their systems may require annual attention. If you are not familiar with your system, have a heating contractor come out in the fall to show you how to do the necessary thing **Caution: do not add water to a hot boiler!**

Forced air systems should have filters changed every 30 to 60 days of the heating and cooling season. This is especially true if you have central air conditioning. A dirty air system can lead to premature failure of your compressor - a $1,500 machine.

Oil-fired furnaces and boilers should be serviced by a professional each year. Most experts agree you will pay for the service cost in fuel saved by having a properly tuned burner.

Read the instructions for maintaining the humidifier on your furnace. A malfunctioning humidifier can rust out a furnace rather quickly. It is recommended that the humidifier be serviced at the same time as the furnace, and be cleaned regularly. **During a visual inspection it is not possible to determine if the humidifier is working.**

Have HVAC technician examine - A condition was found that suggests a heating contractor should do a further analysis. We suggest doing this before closing.

Heat exchangers cannot be examined nor their condition determined without being disassembled. Since this is not possible during a visual, non-technically exhaustive inspection, you may want to obtain a service contract on the unit or contact a furnace technician regarding a more thorough examination.

Testing pilot safety switch requires blowing out the pilot light. Checking safety limit controls requires disconnecting blower motor or using other means beyond the scope of this inspection. If the furnace has not been serviced in last 12 months you may want to have a furnace technician examine.

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CO Test - This is not part of a non-technical inspection. If a test was performed, the type of tester is indicated on page 27.

Combustible Gas Detector - If a gas detector was used during the inspection of the furnace and evidence of possible combustible gases was noted, we caution you that our test instrument is sensitive to many gases and not a foolproof test. None-the-less, this presents the possibility that a hazard exists and could indicate that the heat exchanger is, or will soon be, defective.

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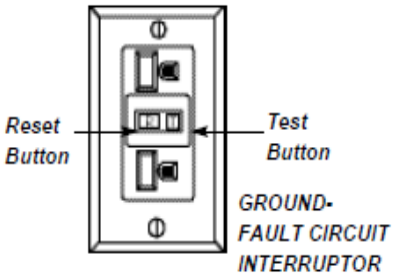
ELECTRIC/COOLING

Every effort has been made to evaluate the size of the service. Three wires going into the home indicate 240 volts. The total amperage can be difficult to determine. We highly recommend that ground fault circuit interrupters (G.F.C.I.) be connected to all outlets around water. This device automatically shuts the circuit off when it senses a current leak to ground. This device can be purchased in most hardware stores. G.F.C.I.'s are recommended by all outlets located near water, outside outlets, or garage outlets. Pool outlets should also be protected with a G.F.C.I.

See diagram below:

If you do have G.F.C.I.'s, it is recommended that you test (and reset) them monthly. When you push the test button, the reset button should pop out, shutting off the circuit. If it doesn't, the breaker is not working properly. If you don't test them once a month, the breakers have a tendency to stick and may not protect you when needed.



Knob and tube wiring found in older homes should be checked by an electrician to insure that the wire cover is in good condition. Under no circumstances should this wire be covered with insulation. Recess light fixtures should have a baffle around them so that they are not covered with insulation. The newer recessed fixtures will shut off if they overheat. (no representation is made as to proper recess lighting fixtures).

Federal Pacific Stab-Lok® Electrical panels may be unsafe. See www.google.com (Federal Pacific)

Aluminum wiring in general lighting circuits has a history of overheating, with the potential of a fire. If this type of wiring exists, a licensed electrical contractor should examine the whole system.

ARC FAULTS

In some areas arc Faults are required for bedrooms in new homes starting in 2002. In some areas arc Faults are required for all 120 Volt circuits that are not GFCI protected in new homes starting in 2009. Upgrade as desired for enhanced safely.

REVERSE POLARITY

A common problem that surfaces in many homes is reverse polarity. This is a potentially hazardous situation in which the hot and neutral wires of a circuit are reversed at the outlet, thereby allowing the appliance to incorrectly be connected. This is an inexpensive item to correct.

Each receptacle has a brass and silver screw. The black wire should be wired to the brass screw and the white wire should go to the silver screw. When these wires are switched, this is called "reverse polarity." Turning off the power and switching these wires will correct the problem.

Main service wiring for housing is typically 240 volts. The minimum capacity for newer homes is 100 amps though many older homes still have 60 amp service. Larger homes or all electric homes will likely have a 200 amp service.

Main service wiring may be protected by one or more circuit breakers or fuses. While most areas allow up to six main turnoffs, expanding from these panels is generally not allowed.

COOLING

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Testing A/C System and Heat Pump- The circuit breakers to A/C should be on for a minimum of 24 hours and the outside temperature at least 60 degrees for the past 24 hours or an A/C system cannot be operated without possible damage to the compressor. Check the instructions in your A/C manual or on the outside compressor before starting up in the summer. Heat pump can only be tested in the mode it's running in. Outside temperature should be at least 65° for the past 24 hours to run in cooling mode.

Temperature differential, between 14°-22°, is usually acceptable. If out of this range, have an HVAC contractor examine it. It is not always feasible to do a differential test due to high humidity, low outside temperature, etc.

A/C CONDENSER COIL They should not become overgrown with foliage. Clearance requirements vary, but 2' on all sides should be considered minimal with up to 6' of air discharge desirable. If a clothes dryer vent is within five to ten feet, either relocate the vent or do not run when the A/C is running. The lint will quickly reduce the efficiency of the A/C unit.

COSTS OF REMODELING OR REPAIR

The prices quoted below include a range of prices based on a typical metropolitan area. Individual prices from contractors can vary substantially from these ranges. We advise that several bids be obtained on any work exceeding several hundred dollars. DO NOT RELY ON THESE PRICES... GET FURTHER ESTIMATES.

ITEM	UNIT	ESTIMATED PRICE
Masonry fireplace	Each	$3,000 - $6,000
Install prefab fireplace	Each	2,000 - 4,000
Insulate attic	Square foot	.75 - 1.25
Install attic ventilating fan	Each	200 - 300
Install new drywall over plaster	Square foot	1.75 - 2.75
Install new warm air furnace	Each	3,000+
Replace central air conditioning	Each	2,000-3,500
Install humidifier	Each	300 - 500
Install electrostatic air cleaner	Each	800 - 1,500
Increase elec. svc. to 200 amps	Each	2,000 - 2,500
Run separate elec. line for dryer	Each	200+
Run separate elec. line for A/C	Each	200+
Install hardwired smoke detector	Each	180+
Install new disposal	Each	250 - 400
Install new dishwasher	Each	500 - 750
Install new hot water boiler	Each	3,500 - 5,000
Install new 30-40 gal water heater	Each	650 -1,200
Install new 30 gal. water heater	Each	650 – 1,200
Dig and install new well	Each	get estimate
Install new septic system	Each	get estimate
Regrade around exterior	Each	900+
Install new sump pump and pit	Each	400 - 600
Build new redwood or pressure-treated deck	Square foot	20 - 30

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Install storm windows	Each	60 - 150
Install wood replacement windows	Each	400 - 800
Install aluminum or vinyl replacement window	Each	300 - 800
Install new gutters and downspouts	Linear foot	3.50 - 5.00
Install asphalt shingle o/existing	Square foot	3.00 - 5.00
Tear off existing roof and install new asphalt shingle roof	Square foot	3.00 - 5.00
Install 1-ply membrane rubberized roof	Square foot	get estimate
Install new 4-ply built-up tar & gravel	Square foot	get estimate
Remove asbestos from pipes in bsmt	Linear foot	get estimate
Concrete drive or patio	Square foot	3.00 - 4.00
with removal of old	Square foot	2.25 - 3.00
Clean chimney flue	Each	100 - 200
Add flue liner for gas fuel		900 - 1,200
Add flue liner for oil or wood		2,800 - 3,500

Deferred Costs - It is impossible to determine how long these items will last before needing replacement. The report addresses most of these items from a "condition" standpoint.

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PREVENTIVE MAINTENANCE TIPS

I. **FOUNDATION and MASONRY: Basements, Exterior Walls**: To prevent seepage and condensation problems.

a. Check basement for dampness and leakage after wet weather.

b. Check chimneys, deteriorated chimney caps, loose and missing mortar.

c. Maintain grading sloped away from foundation walls.

II. **ROOFS, GUTTERS, and EAVESTROUGH:** To prevent roof leaks, condensation, seepage, and decay problems.

a. Check for damaged, loose or missing shingles, blisters.

b. Clean gutters, leaders, strainers, window wells, drains. Be sure downspouts direct water away from foundation. Cut back tree limbs.

c. Check flashings around roof stacks, vents, skylights, chimneys, as sources of leakage. Check vents, louvers and chimneys for bird's nests, squirrels, insects.

d. Check fascia's and soffits for paint flaking, leakage and decay.

III. **EXTERIOR WALLS:** To prevent paint failure, decay, and moisture penetration problems.

a. Check painted surface for paint flaking or paint failure. Cut back shrubs.

b. Check exterior masonry walls for cracks, looseness, missing or broken mortar.

IV. **DOORS AND WINDOWS:** To prevent air and weather penetration problems.

a. Check caulking for decay around doors, windows, corner boards, joints. Recaulk and weatherstrip as needed. Check glazing, putty around windows.

V. **ELECTRICAL:** For safe electrical performance, mark and label each circuit.

a. Trip circuit breakers every six months and ground fault circuit interrupters (G.F.C.I.) monthly.

b. Check condition of lamp cords, extension cords and plugs. Replace at first sign of wear and damage.

c. Check exposed wiring and cable for wear or damage.

d. If you experience slight tingling shock from handling or touching any appliance, disconnect the appliance and have it repaired. If lights flicker or dim, or if appliances go on and off unnecessarily, call a licensed electrician.

VI. **PLUMBING:** For preventive maintenance.

a. Drain exterior water lines, hose bibbs, sprinklers, pool equipment in the fall.

b. Draw off sediment in water heaters monthly or per manufacturer's instructions.

c. Have septic tank cleaned every 2 years.

VII. **HEATING and COOLING:** For comfort, efficiency, energy conservation and safety.

a. Change or clean furnace filters, air condition filters, electronic filters as needed.

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b. Clean and service humidifier. Check periodically and annually.

c. Have oil burning equipment serviced annually.

VIII. **INTERIOR:** General house maintenance.

a. Check bathroom tile joints, tub grouting and caulking. Be sure all tile joints in bathrooms are kept well sealed with tile grout to prevent damage to walls, floors and ceilings below.

b. Close crawl vents in winter and open in summer.

c. Check underside of roof for water stains, leaks, dampness & condensation, particularly in attics and around chimneys.

IX. **Know the location of:**

- Main water shutoff valve.
- Main emergency shutoff switch for the heating system.
- Main electrical disconnect or breaker.

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SECTION 00 9113.01 - ADDENDUM No. 1

1.1 PROJECT INFORMATION

A. Project Name: **Studebaker Building Façade Improvements**

B. Owner: **Dr. Jerel Brandt**

C. Architect: **Ackerman-Estvold, Engineering & Management Consulting, Inc**.

D. Architect Project Number: **R25065**

E. Date of Addendum: **Friday, September 12, 2025**

1.2 NOTICE TO BIDDERS

A. This Addendum is issued to all registered plan holders pursuant to the Instructions to Bidders and Conditions of the Contract. This Addendum serves to clarify, revise, and supersede information in the Project Manual, Drawings, and previously issued Addenda. Portions of the Addendum affecting the Contract Documents will be incorporated into the Contract by enumeration of the Addendum in the Owner/Contractor Agreement.

B. The Bidder shall acknowledge receipt of this Addendum in the appropriate space on the Bid Form.

C. The date for receipt of bids is unchanged by this Addendum, at same time and location.

1. Bid Date: Tuesday, September 16, 2025 at 2:00 PM Local Time.

1.3 ATTACHMENTS

A. This Addendum includes the following attached Sheets:
1. Pre-Bid Meeting Minutes

1.4 REVISIONS TO DRAWING SHEETS

A. Sheet G000 – COVER SHEET & SPECIFICATIONS (not reissued).
1. Add the following under the Specifications IX. FINISHES:
   a. Paragraph IX FINISHES: E. CARPET TILE:
      1) Comply with manufacturer's written instructions for installing carpet tile.
      2) Basis of Design: Shaw Contract Pace Tile, 5T413 in Color Step 14549, Multi-Level Pattern Loop

B. Sheet A201 – SCHEDULES & DETAILS (not reissued).
   1. Room Finish Schedule, change the 100 Entry floor finish from "LVT & Base" to "Carpet tile & Base." Refer to Carpet tile spec.
   2. Hardware Group #1 – Replace the hardware group #1 to the listed group below:

B/O	3 EA	HINGES	DOOR MANUF.
LCN	1 EA	AUTO OPERATOR	4642 REG ALUM
LCN	1 EA	ACTUATOR	8310-818T
LCN	1 EA	BOX	8310-819S
LCN	1 EA	ACTUATOR	8310-852T
GLY	1 EA	OH STOP	904S SP28
VON	1 EA	EXIT DEVICE	99EO 3' US28
VON	1 EA	TRIM	996L-NL #17 622
SCH	1 EA	RIM CYLINDER	20-022 – 622
VON	1 EA	ELEC. STRIKE	6300 – US32D
IVE	1 EA	KICK PLATE	8400 – 10" x 34" - 630
B/O	1 EA	WEATHERSTRIP	DOOR MANUF.
B/O	1 EA	GASKETING	DOOR MANUF.
B/O	1 EA	THRESHOLD	DOOR MANUF.
SCHE	1 EA	CONTROLLER/READER	CTE-MTB11
VON	1 EA	POWER SUPPLY	PS902
SCHE	50 EA	KEY FOB	9651T
SCHE	1 EA	ENROLLMENT	MT20W
	1 EA	ON-SITE PROGRAMMING & TRAINING	

END OF DOCUMENT 00 9113.01

PRE-BID CONFERENCE MINUTES

R25065 – Studebaker Building Façade Improvement
Meeting Date: 9/9/25| 2:00pm | Studebaker Building
Issued: 9/9/25

Attendees/Present (if checked)

☒ Mitch Meier
Ackerman-Estvold

☒ Paul Kramer
Ackerman-Estvold

☒ Kim Keller
Ackerman-Estvold

☒ Jacob Hight
Hight Construction

☒ Jayden Sailor
Hight Construction

☒ Justin Weible
Hight Construction

1. **Introductions**
    a. Owner – Minot Housing Authority
    b. Design Team
        i. Paul Kramer – Senior Project Designer
        ii. Matt Kalbus – Architect
        iii. Mitch Meier – Project Designer
        iv. Kim Keller - Project Designer

2. **Project description**
    a. Scope of project
        i. Storefront Replacement
            1. Windows, Doors, Framing, Exterior Façade
        ii. Upper Window's Brake metal replacement.

3. **Bid Date/Time: Thursday, September 16th, 2025; 2pm.**
    a. Addenda
        i. None issued to date.
    b. Bid Bond is required.
    c. Bids are to be held for 60 days.
        i. Funding is subject to Downtown Façade improvement program.
            1. Bid recommendation needs to be approved by Renaissance Zone board.
            2. From there, will need to be approved by Minot City Council

4. **Allowances & Unit prices**
    a. Including Contingency amounts in bid.
    b. Contingency Allowance: $10,000.

5. Contracts

a. Standard AIA A101
b. Performance and Payment Bonds are required.
c. 180 days from contract execution to complete; the city has been flexible in granting extensions but not guaranteed.

This report represents our understanding of the items discussed, decisions, made and/or status of the various items. Each recipient of this report should review it promptly and notified the issuer within seven days of the issuance date to report any changes, errors, or omissions.
All notes were reported by Mitch Meier. Please report any changes and/or updates as soon as possible to mitch.meier@ackerman-estvold.com

Studebaker Building Façade Improvement
Dr. Jerel Brandt
R25065
September 16, 2025, 2:00 PM

Contractor	Bid Bond	License	ADDM-1	Base Bid	Alternate 1	Completion
Single Prime Construction Bid						
Rolac Construction	5%	✓	✓	$140,700.00	$13,800.00	180 days
Hight Construction	5%	✓	✓	$191,092.00	$19,882.00	180 days

STUDEBAKER BUILDING

FACADE IMPROVEMENTS

13 1ST ST SE, MINOT, ND 58701

*NOTE: PHOTO FOR REFERENCE PURPOSES ONLY. NOT FOR CONSTRUCTION.

SHEET INDEX

GENERAL

G000 COVER SHEET & SPECIFICATIONS

ARCHITECTURAL DEMOLITION

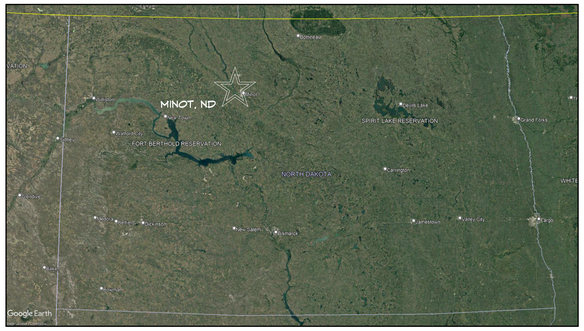
AD100 DEMOLITION PLAN

ARCHITECTURAL

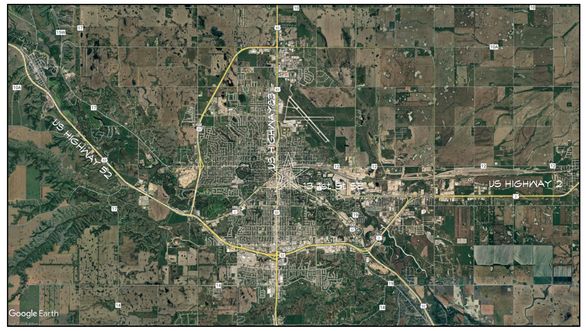
A101 FIRST FLOOR PLAN & ELEVATION

A201 SCHEDULES & DETAILS

VICINITY PLAN



LOCATION PLAN



PROJECT TEAM

OWNER

DR. JEREL BRANDT
brandtjerel@gmail.com

ARCHITECT

ACKERMAN-ESTVOLD
1907 17th St. SE
Minot, ND 58701
PH: 701-837-8737
CONTACT: PAUL KRAMER
paul.kramer@ackerman-estvold.com
PH: 701-857-9135

***SEE PROJECT MANUAL FOR SPECIFICATION DIVISIONS 00-02**

V. METALS:

A. EXTERIOR BRAKE-METAL TO BE PRE-FINISHED GALVANIZED STEEL WITH A BLACK FINISH.

VI. WOOD AND PLASTICS:

A. ROUGH CARPENTRY - PRIOR TO BUILDING ANY EXTERIOR OR INTERIOR WALLS, ALL FRAMING DIMENSION STRINGS SHOULD BE CHECKED BY THE FRAMING CONTRACTOR AND THE CONSTRUCTOR TO IDENTIFY ANY POTENTIAL FRAMING DISCREPANCIES IN DIMENSIONS. ANY DISCREPANCY SHOULD BE BROUGHT TO THE ATTENTION OF THE ARCHITECT OR OWNER PRIOR TO BEGINNING FRAMING WORK.
   1. EXTERIOR WALL FRAMING - AS SHOWN ON THE PLANS AND NOTES - INSULATE ALL EXTERIOR CORNERS AND CONCEALED SPACES (HEADERS, ETC.) DURING FRAMING. ALL FRAMING MATERIAL TO BE GRADE STAMPED AS REQUIRED, WITH A MOISTURE CONTENT OF 19% OR LESS. DISCARD UNITS OF MATERIAL WITH DEFECTS THAT MIGHT IMPAIR THE QUALITY OF THE WORK AND UNITS THAT ARE TOO SMALL TO FABRICATE THE WORK WITH MINIMUM JOINTS OR THE OPTIMUM JOINT ARRANGEMENT. SECURELY ATTACH CARPENTRY WORK TO STEEL FRAMING BY ANCHORING AND FASTENING AS SHOWN AND AS REQUIRED BY RECOGNIZED STANDARDS. PROVIDE ALL BLOCKING NECESSARY FOR INSTALLATIONS OF ALL UTILITIES, ACCESSORIES, FIXTURES, ETC.
   2. FIRE BLOCKING - REQUIRED

B. WOOD FRAMING & SHEATHING - SEE DRAWINGS & IBG FOR INFORMATION.

C. MILLWORK -
   1. EXTENSION JAMBS (EXTERIOR DOORS & WINDOWS)
      A. SPECIES: MAPLE
      B. PROFILE:
      C. FINISH: STAINED & VARNISHED TO MATCH EXIST.
   2. CASING
      A. SPECIES: MAPLE
      B. PROFILE:
      C. FINISH: STAINED & VARNISHED TO MATCH EXIST.
      D. JOINTING: SCARF JOINT
   3. BASEBOARD
      A. SPECIES: WHITE MAPLE
      B. PROFILE:
      C. FINISH: STAINED & VARNISHED TO MATCH EXIST.
      D. JOINTING: SCARF JOINT

VII. THERMAL AND MOISTURE PROTECTION:

A. BATT INSULATION - GLASS-FIBER BLANKET INSULATION, UNFACED: ASTM C665, TYPE I; PASSING ASTM E136 FOR COMBUSTION CHARACTERISTICS. R-21 & R-13 R-VALUE, AS APPROVED BY ND STATE BUILDING CODE.

B. SPRAY FOAM INSULATION - APPROVED MANUFACTURERS: HOLGIM ENVERGE, BASF CORPORATION OR JOHNS MANVILLE
   1. SPRAY FOAM INSULATION - CLOSED CELL SPRAY FOAM WITH INTEGRAL SMOKE/FLAME RETARDANT TO ALLOW FOR EXPOSED INSTALLATION WITHOUT SECONDARY PROTECTION.

C. FLASHING - MATERIAL: INSTALL ALL FLASHING TO DIVERT WATER TO THE EXTERIOR OF THE BUILDING ENVELOPE. INSTALL ALL FLASHING PER STANDARDS OF THE INDUSTRY AND IN COMPLIANCE WITH SMACNA RECOMMENDATIONS. 24 GA. GALVANIZED IRON FINISH - PREFINISH FLASHING AT ALL VISIBLE AREAS TO BE BLACK FINISH - PREFINISHED OR PAINTED. ALL WORK PER SMACNA STANDARDS.

D. SEALANT & CAULKING - PROVIDE SEALANT AND CAULKING JOINTS AT ALL LOCATIONS INDICATED ON THE DRAWINGS AND AT ALL OTHER LOCATIONS PER INDUSTRY STANDARDS, TO INCLUDE JUNCTURES BETWEEN DRYWALL AND BASEBOARDS, DRYWALL AND INTERIOR TRIM. AT ALL JUNCTURES OF DISSIMILAR MATERIALS AND AT ALL TRIM JUNCTURES, PROVIDE SEALANT OR CAULKING.
   1. JOINT FILLERS - CLOSED CELL EXPANDED POLYETHYLENE, OPEN CELL POLYURETHANE FOAM OR AS RECOMMENDED BY THE SEALANT MANUFACTURER.
   2. EXTERIOR SEALANT AT WOOD, STONE AND VERTICAL CONCRETE - COLOR TO MATCH ADJACENT SURFACES BY TREMCO MONO 1 PART ACRYLIC POLYMER SEALANT
   3. INTERIOR CAULKING AT LATEX PAINTED AREA -COLOR TO MATCH ADJACENT SURFACE.

E. SHEET METAL FLASHINGS - COLOR- COATED STEEL: KYNAR 500 FLUOROPOLYMER COATING FACTORY APPLIED TO 24-GAUGE GALVANIZED STEEL, ASTM A653. SHEET METAL ITEMS NOT SPECIFICALLY NOTED ON THE DRAWINGS OR IN THE SPECIFICATION SHALL BE IN ACCORDANCE WITH RECOMMENDATIONS OF THE ARCHITECTURAL SHEET METAL MANUAL PUBLISHED BY SHEET METAL AND AIR-CONDITIONING CONTRACTORS NATIONAL ASSOCIATION, INC. (SMACNA). COLOR TO BE BLACK.

F. WEATHER BARRIER - TYVEK "COMMERCIALWRAP" W/ ACCESSORIES & FLASHINGS.

G. SELF ADHERING FLEXIBLE FLASHING - TYVEK FLEXWRAP

H. VAPOR BARRIER - POLYETHYLENE VAPOR RETARDERS: ASTM D4397, 6-MIL THICK SHEET, WITH MAXIMUM PERMEANCE RATING OF 0.1 PERM.

VIII. DOORS AND WINDOWS:

A. GENERAL - SUBMIT SHOP DRAWINGS IN ACCORDANCE WITH THIS SPECIFICATION FOR ALL ITEMS IN THIS DIVISION. INDICATE SIZES, LOCATIONS, QUANTITIES AND FINISH OPTIONS FOR OWNER'S SELECTION. SEE DOOR AND WINDOW SCHEDULES FOR ADDITIONAL INFORMATION.

B. DOORS - ALUMINUM CLAD DOOR
   a. SEE DRAWINGS AND SCHEDULES FOR BASIS OF DESIGN, SIZE, & COLOR.

C. WINDOWS - ALUMINUM CLAD WINDOWS
   a. SEE DRAWINGS AND SCHEDULES FOR BASIS OF DESIGN, OPERATING TYPES, SIZES, & COLOR.
   b. DIVIDERS (FALSE MUNTINS)
      1. QUANTITY AND TYPE: ONE PERMANENTLY LOCATED BETWEEN INSULATING-GLASS LITES.
      2. MATERIAL: MANUFACTURER'S STANDARD.
      3. PATTERN: AS INDICATED ON DRAWINGS.
      4. PROFILE: AS SELECTED BY ARCHITECT FROM MANUFACTURER'S FULL RANGE.
      5. COLOR: AS SELECTED BY ARCHITECT FROM MANUFACTURER'S FULL RANGE.

D. HARDWARE - SEE DRAWINGS FOR DOOR HARDWARE GROUP.

E. GLAZING - PROVIDE FULLY TEMPERED, INSULATED LOW-E ARGON FILLED GLASS UNITS AT EXTERIOR WINDOW AND DOORS.

IX. FINISHES:

A. GYPSUM BOARD
GYPSUM WALL BOARD (GWB) - 5/8" GWB ON CEILINGS & 5/8" GWB ON WALLS. ALL WALLS TO HAVE LEVEL 4 FINISH COATED WITH USG SHEETROCK BRAND, TUFF-HIDE PRIMER-SURFACER PRIOR TO PAINT PRIMER & TOP COATS. ALL WALLS TO BE SMOOTH IN TEXTURE.

B. RESILIENT BASE AND ACCESSORIES
VINYL BASE.
COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS FOR INSTALLING RESILIENT BASE.
TIGHTLY ADHERE RESILIENT BASE TO SUBSTRATE, MINIMUM LENGTH 4". CONTINUOUS CONTACT WITH HORIZONTAL AND VERTICAL SUBSTRATE. MITER OR COPE CORNERS TO MINIMIZE OPEN JOINTS.
BASES OF DESIGN: ROPPE, 700 SERIES, 4"
STYLE: B, COVE, ALL LOCATIONS
COLOR: AS SELECTED BY ARCHITECT FROM FULL RANGE OF MANUFACTURER'S COLORS.

C. PAINTING
PAINT ALL SURFACES AS INDICATED ON THE PLANS. ALL COLORS AND FINISHES TO BE APPROVED BY ARCHITECT/OWNER. REFER TO ROOM FINISH SCHEDULE FOR LOCATIONS.

MPI STANDARDS: PRODUCTS SHALL COMPLY WITH MPI STANDARDS INDICATED AND SHALL BE LISTED IN ITS MPI APPROVED PRODUCTS LIST.

COMPLY WITH MANUFACTURER'S WRITTEN INSTRUCTIONS AND RECOMMENDATIONS IN "MPI ARCHITECTURAL PAINTING SPECIFICATION MANUAL" APPLICABLE TO SUBSTRATES AND PAINT SYSTEMS INDICATED. APPLY PAINTS ACCORDING TO MANUFACTURER'S WRITTEN INSTRUCTIONS AND TO RECOMMENDATIONS IN "MPI MANUAL"

D. GYPSUM BOARD SUBSTRATES:
   1. HIGH PERFORMANCE ARCHITECTURAL LATEX SYSTEM MPI INT 92.B
   2. USG SHEETROCK BRAND, TUFF-HIDE PRIMER-SURFACER.
   3. PRIME COAT: PRIMER SEALER, LATEX, INTERIOR MPI # 50
   4. SE PROMAR 200 ZERO VOC, INTERIOR LATEX PRIMER
   5. INTERMEDIATE COAT: LATEX, INTERIOR, HIGH PERFORMANCE ARCHITECTURAL, MATCHING TOPCOAT.
   6. TOPCOAT: LATEX, INTERIOR, HIGH PERFORMANCE ARCHITECTURAL, SEMI-GLOSS (MPI GLOSS LEVEL 5) MPI #141
   7. SW PRO-INDUSTRIAL, ACRYLIC SIEM-GLOSS COATING.

E.

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LICENSED ARCHITECT MATTHEW KALBERER 2590 DATE: 08.28.25 STATE OF NORTH DAKOTA

STUDEBAKER BUILDING

FACADE IMPROVEMENTS
13 1st St SE
Minot, ND 58701

DATE
08/28/2025

CONSTRUCTION DOCUMENTS

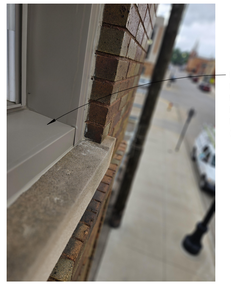
REVISION SCHEDULE

#	DATE	REVISION

PROJECT NO:	R25045
DRAWN BY:	KRK
CHECKED BY:	PTK

SHEET
G000
COVER SHEET & SPECIFICATIONS

5 AD100 EXIST. CONDITION - WDW HD
1" = 1'-0"



4 AD100 EXISTING WINDOW CONDITION
1" = 1'-0"

6 AD100 EXIST. CONDITIONS - WDW JAMB
1" = 1'-0"

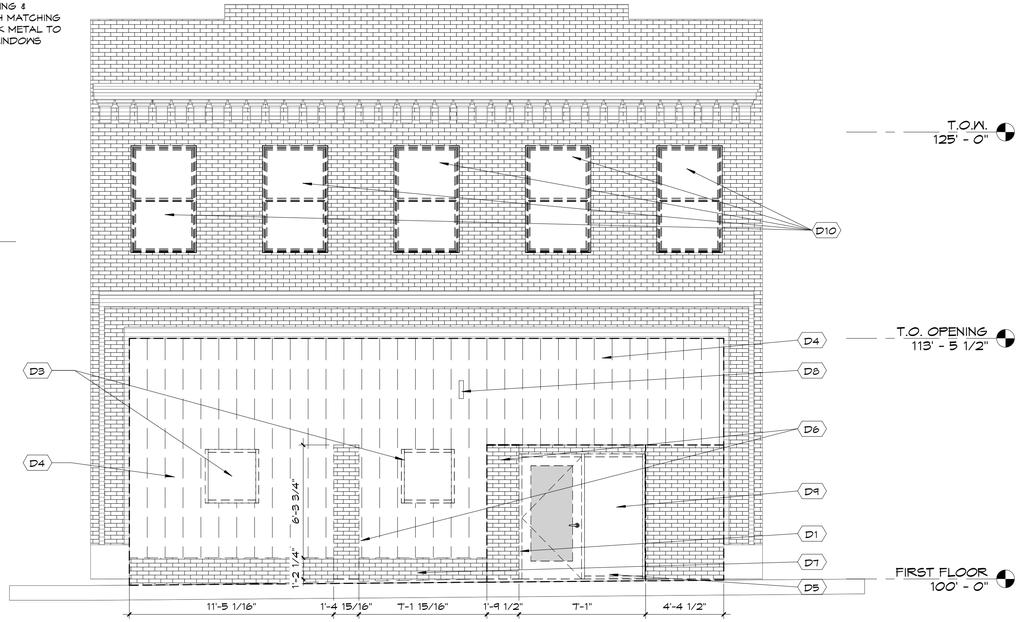
8 AD100 EXISTING CONDITION - CORNER
1" = 1'-0"

7 AD100 EXISTING CONDITION - DEMO
1" = 1'-0"

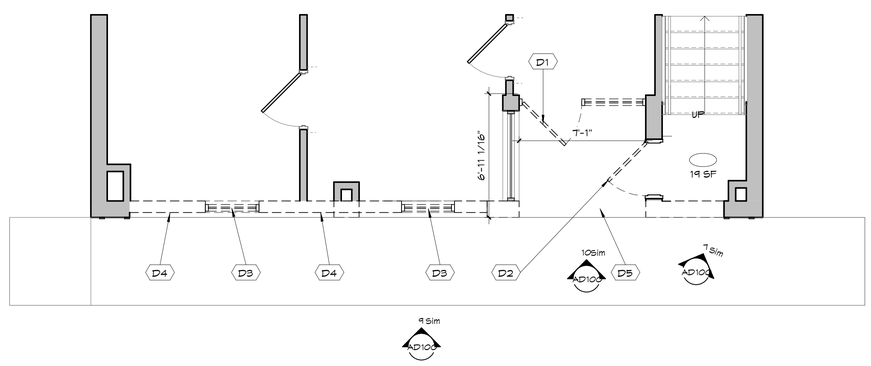
*NOTE: ALL PHOTOS ARE FOR REFERENCE PURPOSES ONLY.

10 AD100 EXISTING CONDITIONS - ENTRY
1" = 1'-0"

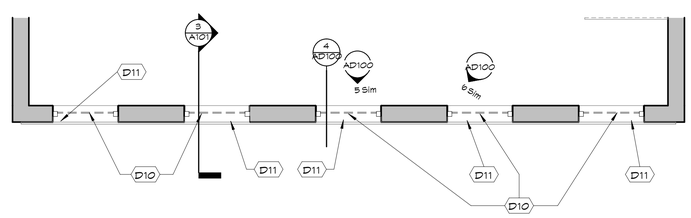
9 AD100 EXISTING CONDITION - FACADE
1" = 1'-0"



1 AD100 DEMOLITION WEST BUILDING ELEVATION
1/4" = 1'-0"



2 AD100 FIRST FLOOR DEMOLITION PLAN
1/4" = 1'-0"



3 AD100 SECOND FLOOR DEMOLITION PLAN- ALTERNATE 1
1/4" = 1'-0"

DEMOLTION PLAN KEY:

= EXISTING CONSTRUCTION TO REMAIN.

= EXISTING CONSTRUCTION TO BE DEMOLISHED.

GENERAL DEMOLITION NOTES

1. ALL GENERAL DEMOLITION BY GENERAL CONTRACTOR.
2. AFTER THE DEMO OF THE EXISTING FACADE AND INTERIOR FINISHES, ARCHITECT OR ARCHITECT'S REPRESENTATIVE TO INSPECT EXISTING FRAMING SYSTEMS PRIOR TO ANY DEMO WORK OF FRAMING AND ASSOCIATED CONSTRUCTION.
3. DURING DEMO PROCESS, INFORM ARCHITECT OF ANY EXISTING ELEMENTS NOT NOTED IN PLANS.
4. CONTRACTORS SHALL VISIT THE SITE PRIOR TO COMMENCEMENT OF WORK TO VERIFY THE EXTENT OF THE WORK AND TO FAMILIARIZE THEMSELVES WITH EXISTING CONDITIONS.
5. VERIFY ALL EXISTING CONDITIONS PRIOR TO STARTING WORK; ADVISE ARCHITECT OF ANY ADVERSE CONDITIONS PRIOR TO COMMENCEMENT OF WORK; IF ADVERSE CONDITIONS ARE ENCOUNTERED DURING THE COURSE OF CONSTRUCTION, CONTACT ARCHITECT PRIOR TO CONTINUING WORK.
6. CONTRACTORS TO LOCATE ALL UNDERGROUND UTILITIES, ETC., PRIOR TO ANY CONSTRUCTION OR EXCAVATION.
7. CONTRACTORS SHALL TAKE CARE TO AVOID DAMAGE AND PROTECT FINISHES OF EXISTING MATERIALS TO REMAIN. ANY SUCH DAMAGE WILL BECOME THE RESPONSIBILITY OF THE CONTRACTOR TO REPAIR OR REPLACE.
8. ALL OPENINGS IN ANY WALL WHERE WORK IS NOTED (EXTERIOR, INTERIOR BEARING & NON-BEARING, WINDOW OR WALL REMOVAL) SHALL BE SHORED BY CONTRACTOR AS REQ'D.
9. ALL DEMOLITION WASTE TO BE REMOVED & DISPOSED OF BY CONTRACTOR.
10. VERIFY & COORDINATE DOOR & DOOR FRAME REMOVAL W/ DOOR SCHEDULE. CONTACT ARCHITECT WITH CONFLICTS PRIOR TO DEMOLITION.
11. EXISTING DOORS, FRAMES, AND ASSOC. HARDWARE THAT ARE NOT TO BE REUSED SHALL BE REMOVED AND SHALL REMAIN THE PROPERTY OF THE OWNER IF THEY WISH TO RETAIN OWNERSHIP. IF NOT, EQUIPMENT SHALL BECOME THE PROPERTY OF THIS CONTRACTOR AND SHALL BE REMOVED FROM THE SITE AS SOON AS PRACTICAL AND DISPOSED OF IN ACCORDANCE WITH APPLICABLE LAWS AND REGULATIONS.
12. ALL CUTTING AND CHANNELING OF EXISTING BUILDING SHALL BE ACCOMPLISHED IN A NEAT AND WORKMANLIKE MANNER WITHOUT REMOVAL OF EXCESS MATERIALS. WHERE INDICATED, CONTRACTOR SHALL PATCH AND REPLACE WITH MATERIAL SIMILAR TO ADJACENT CONSTRUCTION.
13. PORTIONS OF EXISTING SYSTEMS MAY BE SHOWN FOR CLARITY EVEN THOUGH IT MAY NOT BE NECESSARY TO MODIFY OR REVISE THEM. ALL EXISTING SYSTEMS ARE SHOWN BASED ON ORIGINAL OR REMODEL BUILDING DRAWINGS. CONTRACTOR TO VERIFY ALL EXISTING CONDITIONS.
14. ALL WORK MUST BE COORDINATED AND SCHEDULED WITH THE OWNER AND OCCUPANTS OF THIS BUILDING SO AS TO PROVIDE THE LEAST AMOUNT OF DISRUPTION OF BUILDING ACTIVITIES AS POSSIBLE.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL PRIVATE PROPERTY (INCLUDING BUILDINGS AND FOUNDATIONS) THROUGHOUT CONSTRUCTION AND SHALL MAINTAIN SAFE PEDESTRIAN ACCESS AT ALL TIMES.
16. ALL EXISTING PHOTOS ARE FOR REFERENCE PURPOSES ONLY.

D# DEMO KEYNOTES

D1	REMOVE EXISTING STOREFRONT SYSTEM IN ITS ENTIRETY. REPAIR WALLS AS NEEDED TO MATCH ADJACENT GYP BOARD TEXTURED AND PAINTED SURFACE.
D2	REMOVE EXISTING DOOR AND LEAVE EXISTING FRAME. PAINT.
D3	REMOVE EXISTING WINDOW UNIT & ATTACHMENT ITEMS.
D4	REMOVE EXISTING METAL PANELING & SUPPORTING FRAMING, AND WALL CONSTRUCTION BEHIND.
D5	REMOVE EXISTING CARPET FLOORING IN ENTRYWAY ALCOVE.
D6	REMOVE EXISTING FACE BRICK TO EXPOSE ORIGINAL MATERIALS.
D7	REMOVE EXISTING PLATFORM FRAMING & BRICK BASE.
D8	REMOVE EXISTING ELECTRICAL COMPONENT.
D9	DEMOLISH EXISTING EXTERIOR WALL MOUNTED BOXES IN ALCOVE.
D10	REMOVE EXISTING WINDOW UNIT & ATTACHMENT ITEMS (ALTERNATE ONE ONLY). SEE 4/AD100.
D11	REMOVE BREAK METAL FLASHING AND REPLACE WITH MATCHING BLACK BREAK METAL TO MATCH NEW WINDOWS (BASE BID). SEE 4/AD100.

NOTE: ACCESSIBLE BARRIER- PROVIDE ACCESSIBLE CONSTRUCTION BARRIER COMPLIANT WITH CITY OF MINOT REQUIRMENTS.

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LICENSED ARCHITECT
MATTHEW KALBERER
2590
DATE: 08.28.25
STATE OF NORTH DAKOTA

STUDEBAKER BUILDING

FACADE IMPROVEMENTS
13 1st St SE
Minot, ND 58701

DATE
08/28/2025

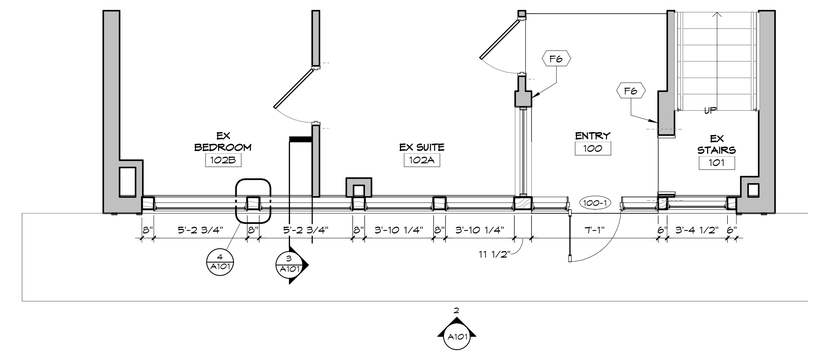
CONSTRUCTION DOCUMENTS

REVISION SCHEDULE

#	DATE	REVISION

PROJECT NO:	#25065
DRAWN BY:	KBK/MGM
CHECKED BY:	PMK

SHEET
AD100
DEMOLITION PLAN



1 A101 **FIRST FLOOR PLAN**
1/4" = 1'-0"

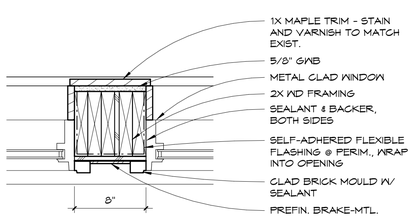
KEYNOTES

F#

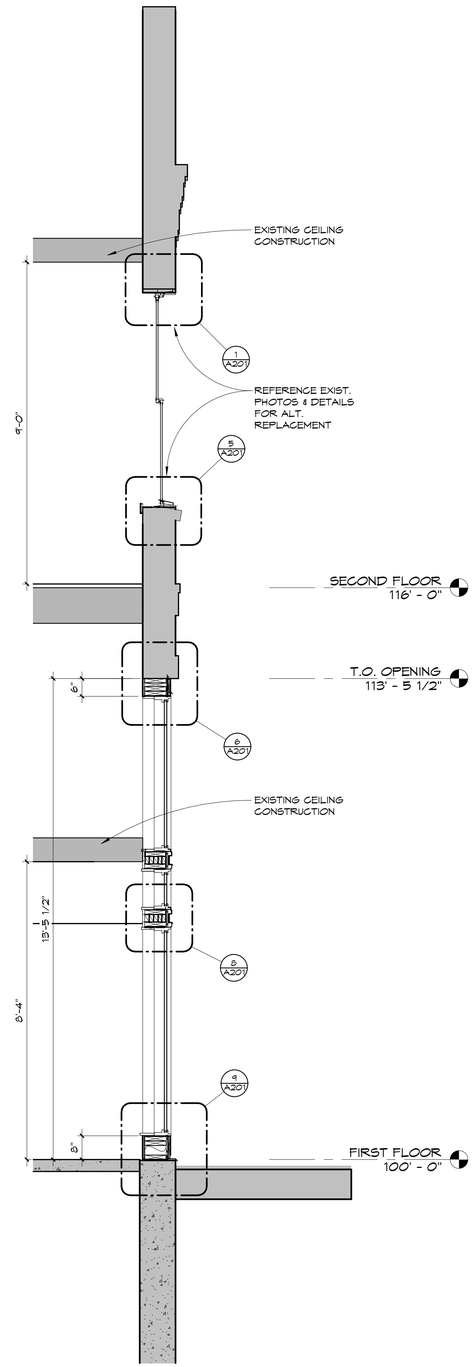
F1	INSTALL NEW BREAK METAL TO MATCH NEW WINDOWS BELOW (BASE BID).
F2	REMOVE AND REPLACE EXISTING WINDOWS UNDER ALTERNATE 1 ONLY
F3	INSTALL NEW METAL CLAD TRANSOM WINDOWS
F4	INSTALL NEW METAL CLAD WINDOWS
F5	INSTALL NEW METAL CLAD STOREFRONT ASSEMBLY
F6	ADHERE 1/2" GWB TO EXIST. WALL. WRAP GWB AROUND CORNERS AND INTO FRAMES. PROVIDE J-TRIM AT EXIST. WINDOW OPENING.

WALL TYPE GENERAL NOTES

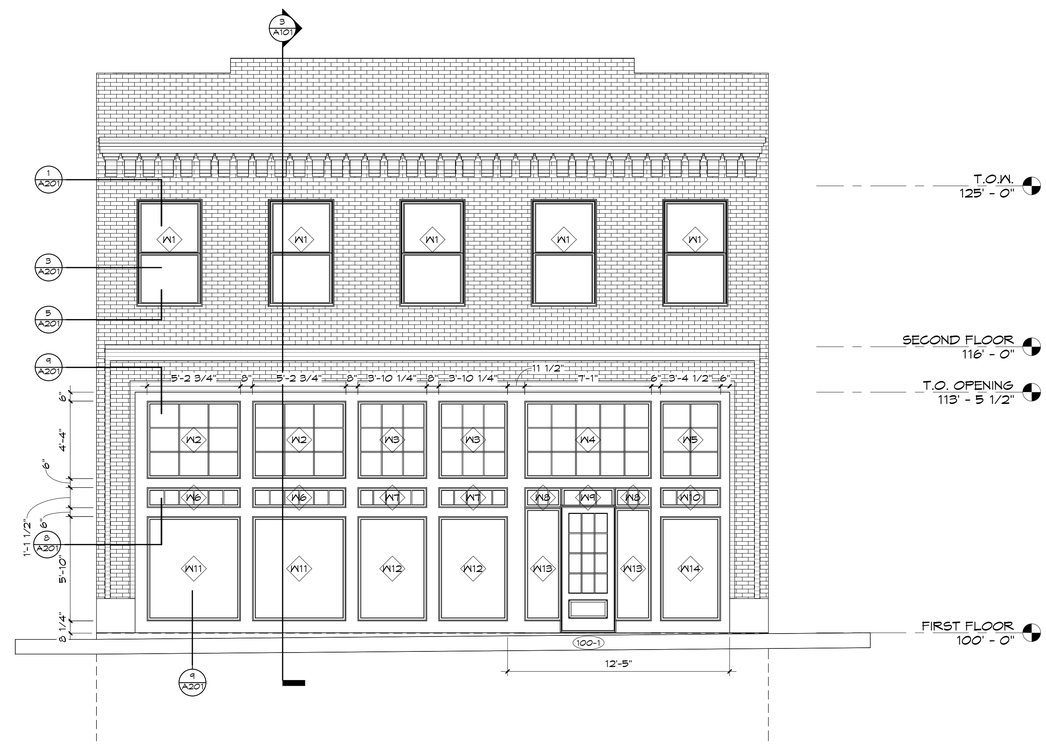
1. ALL WALLS SHALL BE CONSTRUCTED TO DECK ABOVE UNLESS OTHERWISE NOTED. SEE WALL SECTIONS FOR VERTICALLY STACKED EXTERIOR WALL ASSEMBLIES.
2. AT PENETRATIONS IN RATED WALLS EXCEEDING 96 SQUARE INCHES, LINE PENETRATION WITH THE SAME LAYERS OF GWB AS THE ADJOINING WALL.



4 A101 **PLAN DETAIL - WDW JAMB**
1 1/2" = 1'-0"



3 A101 **BUILDING SECTION**
1/2" = 1'-0"



2 A101 **WEST ELEVATION**
1/4" = 1'-0"

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LICENSED ARCHITECT
MATTHEW KALBERER
2590
DATE: 08.28.25
STATE OF NORTH DAKOTA

STUDEBAKER BUILDING

FACADE IMPROVEMENTS
13 1st St SE
Minot, ND 58701

DATE
08/28/2025

CONSTRUCTION DOCUMENTS

REVISION SCHEDULE

#	DATE	REVISION

PROJECT NO:	825065
DRAWN BY:	KBK/MCM
CHECKED BY:	PTK

SHEET
A101
FIRST FLOOR PLAN & ELEVATION

ROOM FINISH SCHEDULE

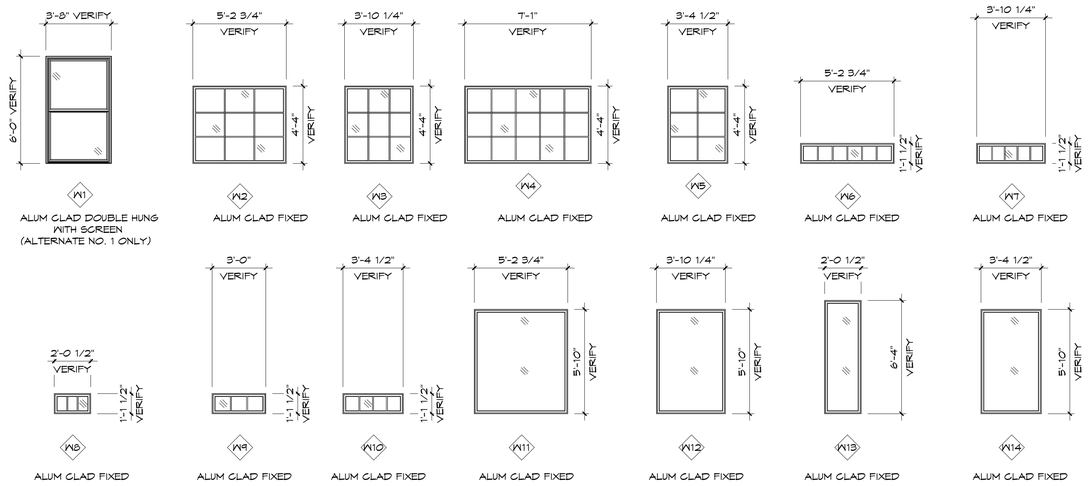
ROOM NO.	ROOM NAME	FLOOR FINISH	WALLS NORTH FINISH	WALLS EAST FINISH	WALLS SOUTH FINISH	WALLS WEST FINISH	CEILING FINISH	REMARKS
100	ENTRY	LVT & BASE	PAINT	PAINT AS NEEDED	PAINT	PAINT	PAINT EXISTING	
101	EX STAIRS	EXISTING	PAINT AS NEEDED	EXISTING	EXISTING	PAINT AS NEEDED	EXISTING	
102A	EX SUITE	EXISTING	EXISTING	EXISTING	EXISTING	PAINT AS NEEDED	EXISTING	
102B	EX BEDROOM	EXISTING	EXISTING	EXISTING	EXISTING	PAINT AS NEEDED	EXISTING	

DOOR SCHEDULE

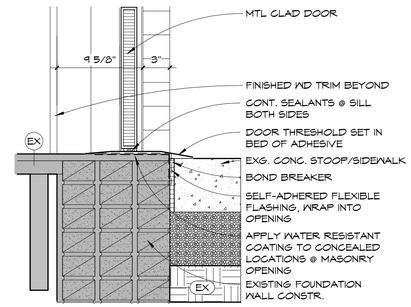
DOOR NUMBER	HARDWARE GROUP	WIDTH	HEIGHT	DOOR TYPE	DOOR SPECIFICATIONS DOOR MATERIAL	DOOR FINISH	DOOR GLASS	DOOR FIRE RATING	FRAME TYPE	FRAME SPECIFICATIONS FRAME MATERIAL	FRAME FINISH	JAMB DETAIL	HEAD DETAIL	SILL DETAIL	REMARKS
100-1	1	3' - 0"	7' - 0"	PNL-1	ALUM CLAD	SEE SPEC	1" INSUL		PFM-1	ALUM CLAD	SEE SPEC	3/A201 SIM	4/A201	2/A201	MARVIN OUTSWING ULTIMATE FRENCH DOOR

WINDOW SCHEDULE

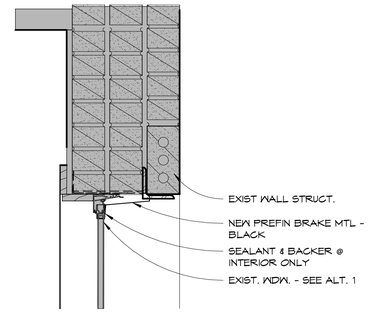
TYPE	MANUFACTURER	HEIGHT	WIDTH	SILL HEIGHT	FRAME MATERIAL	GLAZING TYPE	REMARKS
W1	MARVIN	6' - 0"	3' - 8"	<varies>			
W2	MARVIN	4' - 4"	5' - 2 3/4"	8' - 7 1/2"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W3	MARVIN	4' - 4"	3' - 10 1/4"	8' - 7 1/2"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W4	MARVIN	4' - 4"	7' - 1"	8' - 7 1/2"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W5	MARVIN	4' - 4"	3' - 4 1/2"	8' - 7 1/2"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W6	MARVIN	1' - 1 1/2"	5' - 2 3/4"	7' - 0"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W7	MARVIN	1' - 1 1/2"	3' - 10 1/4"	7' - 0"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W8	MARVIN	1' - 1 1/2"	2' - 0 1/2"	7' - 0"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W9	MARVIN	1' - 1 1/2"	3' - 0"	7' - 0"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W10	MARVIN	1' - 1 1/2"	3' - 4 1/2"	7' - 0"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W11	MARVIN	5' - 10"	5' - 2 3/4"	0' - 8"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W12	MARVIN	5' - 10"	3' - 10 1/4"	0' - 8"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W13	MARVIN	6' - 4"	2' - 0 1/2"	0' - 8"	ALUMINUM CLAD	IG LOW E II WITH ARGON	
W14	MARVIN	5' - 10"	3' - 4 1/2"	0' - 8"	ALUMINUM CLAD	IG LOW E II WITH ARGON	



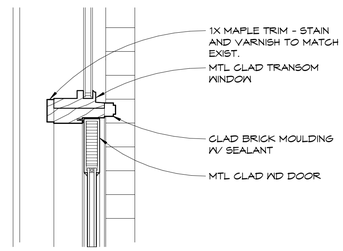
7 A201 WINDOW TYPES
1/4" = 1'-0"



2 A201 DOOR DETAIL - EXT. SILL @ CONC
1 1/2" = 1'-0"



1 A201 EXTERIOR WINDOW HEAD
1 1/2" = 1'-0"



4 A201 DOOR DETAIL @ TRANSOM
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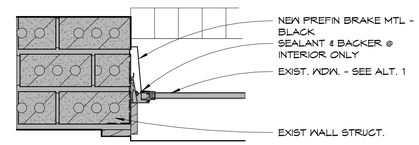
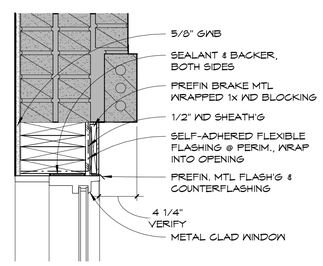
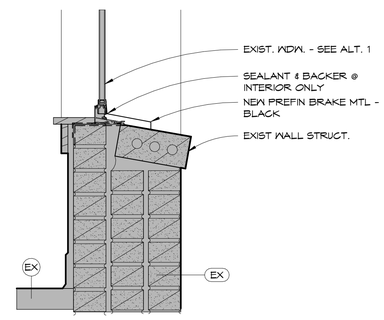


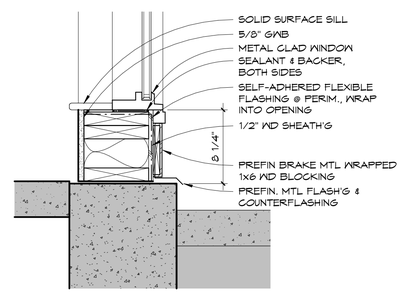
3 A201 EXT WINDOW JAMB
1 1/2" = 1'-0"



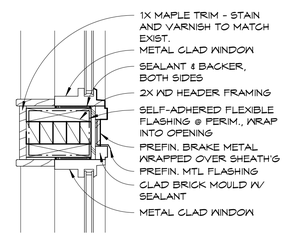
6 A201 WINDOW HEAD DETAIL
1 1/2" = 1'-0"



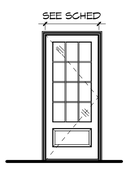
5 A201 EXT WINDOW SILL
1 1/2" = 1'-0"



9 A201 WINDOW SILL DETAIL
1 1/2" = 1'-0"



8 A201 WINDOW TRANSOM
1 1/2" = 1'-0"



PNL-1
AC - RAISED PANEL

HARDWARE GROUP #1

3 EA	HINGES	IVES	5BB1 - 4 1/2" x 4 1/2" - 630
1 EA	KICK PLATE	IVES	8400 - 630
1 EA	EXIT DEVICE	VON DUPRIN	78NLOP 3' 630
1 EA	DROP PLATE	LCN	4820A - 18GA - 630
1 EA	POWERED DOOR ACTUATOR	LCN	4820 - 689
1 EA	LOCKSET	VON DUPRIN	78L-NL - 711
1 EA	KEY CARD READER		KEY CARD ACCESS
1 EA	WEATHERSTRIP		DOOR MANUF.
1 EA	GASKETING		DOOR MANUF.
1 EA	THRESHOLD		DOOR MANUF.

10 A201 DOOR TYPES
1/4" = 1'-0"

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LICENSED ARCHITECT MATTHEW KALBERER 2590 DATE: 08/28/25 STATE OF NORTH DAKOTA

STUDEBAKER BUILDING
FACADE IMPROVEMENTS
13 1st St SE
Minot, ND 58701

DATE
08/28/2025

CONSTRUCTION DOCUMENTS

REVISION SCHEDULE

#	DATE	REVISION

PROJECT NO:	#25045
DRAWN BY:	KKK/MGM
CHECKED BY:	PTK

SHEET
A201
SCHEDULES & DETAILS

13

13
SURVEILLANCE CAMERAS IN USE

City of Minot
Economic Development Division

Office Address: 1025 31st St SE
Mailing Address: PO Box 5006
Minot, ND 58702
Email: jonathan.rosenthal @minotnd.org
(701) 420-4524

Application for City of Minot Façade Improvement Program

APPLICANT INFORMATION

Building Owner	Address	Primary Contact?
Minot Housing Authority	108 Burdick Expressway East – Minot, ND	Kerry Candrian
Phone	Email	
[redacted]	[redacted] m	
Applicant (if different)	Address	Primary Contact?
N/A		
Phone	Email	

Is the applicant a subsidiary or direct/indirect affiliate of any other organization? Yes **No**

GENERAL INFORMATION

Building Address 108 Burdick Expressway East Property Zoning

Year building was built and (approximate) dates of any exterior changes?

Is the property currently occupied? **Yes** No

If no, what is the current use of the property? N/A

Please list each occupant of the facility in question, together with a description of the business use, their percentage of occupancy of the facility to be financed, and include a copy of their lease.

Occupant 1 Business Type	%Occupancy	Lease Term	Current Jobs	Proposed Jobs
Minot Housing Authority	N/A	N/A	N/A	N/A
Occupant 2 Business Type	**%Occupancy**	**Lease Term**	**Current Jobs**	**Proposed Jobs**
Neigum-Stanley Law Office	N/A	Month to month	N/A	N/A
Occupant 3 Business Type	**%Occupancy**	**Lease Term**	**Current Jobs**	**Proposed Jobs**

ADDITIONAL PROPERTY OWNER INFORMATION: list all additional property owners below

Additional Property Owner 1	Address
N/A	
Phone	% Ownership
Additional Property Owner 2	Address
N/A	
Phone	% Ownership

Does any individual person or organization not listed above hold any interest in the property, directly or indirectly? Yes **No**

REQUIRED SUBMISSION MATERIALS

- x Letter from licensed roofing contractor, architect, or engineer of 10-year roof life (with Photos)
- x Proof of ownership and legal description
- x Submit clear 5 X 7 inch photo(s) or digital images (preferred) of the entire façade, including separate photos of any details to be repaired, removed, etc.
- x Submit/attach a copy of Minot Assessors Property Card
- x Submit copies of any historic photos or blueprints of the property (electronic preferred or 5 X 7 or larger)
- x Drawings of existing façade, if available. Walk through examination with the staff

Drawings of proposed façade changes. (Conceptual Drawings or Plans of Proposed Work)

PROVIDE DESCRIPTION OF THE ORIGINAL FAÇADE (Materials, width and height, windows, year, style, design)

The existing facade includes original stucco and masonry around the entire facade. The facade also includes original cedar plank siding on all awnings and also used as siding between lower and upper story windows. The building also includes original aluminum storefront and windows across the main floor and double-hung windows on the second floor.

(Please ask your designer staff for some help if you need any advice)

PROVIDE DESCRIPTION OF RENOVATED FAÇADE (Materials, width and height, windows, year, design)

The new facade will include the restoration of existing brickwork and the application of new masonry stain. New EIFS material or acrylic coating will be applied over or replace the existing stucco material. Window and entry awnings will include the removal of existing wood planks and application of new metal siding material as well as the application of new metal siding between the main floor and second floor windows. All other previously painted surfaces will include a new application of paint. The second-floor windows will be replaced with newer aluminum casement windows.

(Please ask your designer staff for some help if you need any advice) (You may wish to consult an architect or design professional)

WORK TO BE PERFORMED (May submit on a separate sheet)	Estimated Cost
Design work	See Attached Schedule of values
Removal of inappropriate materials and other demos	
Repair or Replacement of display windows with	
Repair or Replacement of 2nd Floor and above façade windows (please talk to staff about this in advance)	
Installation of interior/exterior storm windows	
Repair or Replacement of doors with	
Cleaning of masonry (**NO** Sand or abrasive blasting)	
Repoint, Tuck Point Masonry	
Replacement of Masonry (if necessary)	
Repair or replacement of cornices or other decorative elements)	
Improvement of **INTERIOR** display windows (must include lighting, consider timer)	
Installation/repair of retractable or fixed awnings	
Building, planning, and encroachment fees (if required)	
Installation of sign lighting	
Installation of exterior lighting	
Repair of ornamental elements	
Other (list or attach)	
Contingency for demolition/hidden changes not to exceed 7%	
	Total Cost

AMOUNT AND SOURCE OF OTHER FUNDS INVOLVED IN PROJECT

Applicant Amount _____$140,000_____

Bank Amount _____0_____

Equity/Investors Amount _____0_____

Other Amount _____

Expected City Contribution ___0_____

BID INFORMATION ON SEPARATE PAGES

DO NOT OBTAIN OR SUBMIT BID PAGES TO CITY STAFF WITHOUT A FINAL DESIGN APPROVED BY STAFF AND THE RENAISSANCE ZONE REVIEW BOARD

List of three contractors bids for complete bid (Attach bids or written requests for bids)

LOW 1___See attached bid tab_____ _____

MID 2_____ _____

HIGH 3_____ _____

PUBLIC INFORMATION DISCLOSURE

Written permission from the property owner to apply and perform work (Name) _Tom Alexander_____

Attach written permission to this application (corporate authorization if needed)

I attest that the information that I provide herein is true, complete and accurate and that I am authorized to submit an application as, or on behalf of, the owner. I have read, I understand, and I agree to comply with all requirements of the Façade Improvement Program and the Design Standards.

Signed _____ Date 10-9-25

The applicant affirms that there are no taxes owed on the property or other properties in the City of Minot, and that there are no outstanding fees, judgments, or liens.

Signed _____ Date 10-9-25

The undersigned understands and agrees that all information furnished in connection with their application for the Façade Improvement Grant involves the use of public funds and as such may be made public pursuant to the statutes of the United States of America and the State of North Dakota

Applicant's Signature _____ Date 10-9-25

The undersigned attests that they have read and understood the Façade Program application, guidelines, policies, and all related materials and agrees that facing unknown structural and cosmetic repairs are inherent in the renovation process and that amendments for costs up to the maximum notwithstanding, that the applicant(s) will be responsible to complete work according to all guidelines and for overages that occur above that committed by contract to the project as estimated at the time of approval.

Applicant's Signature _____ Date 10-9-25

Before beginning work, the applicant will schedule an on-site meeting with the general contractor and the Economic Development Administrator or the city's representative.

Applicant's Signature _____ Date 10-9-25

Review/Approval by Renaissance Zone Review Committee	Yes	No	Date:
On-Site: ALL Floors	Date:		
Design Review	Date:		
On-Site: Upper Story Evaluation	Date:		

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October 9, 2025

Tom Alexander, Executive Director
Minot Housing Authority
108 E Burdick Expressway
Minot, ND 58701

RE: Minot Housing Authority Roof Condition, 108 E Burdick Expressway, Minot, ND

Dear Tom:

We conducted a review of the existing roof condition at the above property on October 9, 2025 and understand a new roof was installed within the last 10 years. Based on the observed existing conditions, we believe the roof will last and be maintainable for a minimum of 10 years and likely more.

See attached for representative photographs.

If you have any question or concerns, please let us know.

Regards,

Ryan M. Anderson, AIA

Vice President, Senior Architect

Enclosure

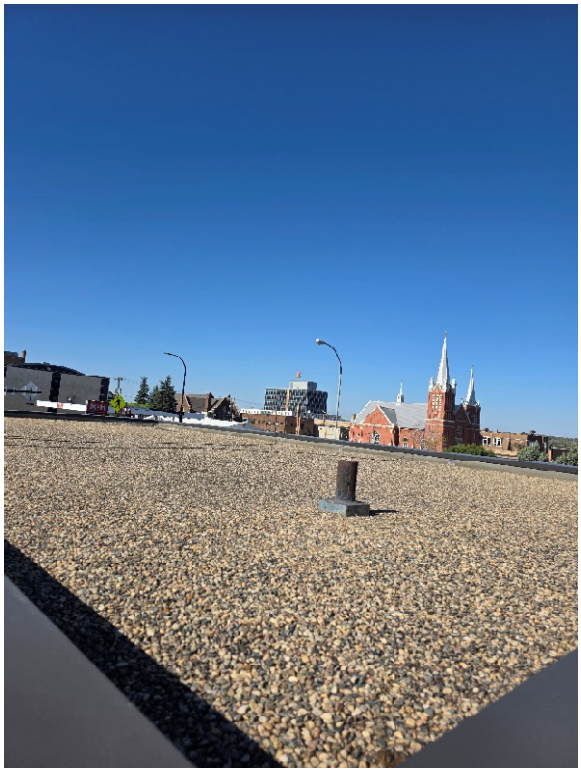
HEADQUARTERS
1907 17TH ST SE
MINOT, ND 58701
701.837.8737

3315 45TH ST S
SUITE 100
FARGO, ND 58104
701.551.1250

3210 27TH ST W
SUITE 200
WILLISTON, ND 58801
701.577.4127

7661 W RIVERSIDE DR
SUITE 102
GARDEN CITY, ID 83714
208.853.6470

Minot Housing Authority Roof Condition – Photographs



August 11, 2025

Tom Alexander
Minot Housing Authority
108 Burdick Expressway E
Minot, ND 58701

RE: **MHA Façade Improvement**
Recommendation of Award

Dear Tom:

Bids were received at 11:00am CST on Thursday, August 7, 2025 for the above stated project. Coverage was good as we received 4 single prime bidders. Please find attached final bid tab.

The low single prime base bid was for **$140,000.00** from **ROLAC Contracting**. Comparatively, their bid was 26% lower than the next closest bid and 45% lower than the highest bid. Through our diligence it was indicated that all scope is included in their bid.

We recommend awarding the prime construction contract to ROLAC Contracting for a total contract award of $140,000.00.

Please let us know if you have any additional questions and we will be sure to address them promptly.
Regards,

Mitch Meier
Project Designer

Enclosure

MHA Façade Improvement
Minot Housing Authority
R25067
Thursday, August 7, 2025; 2pm

Contractor		Bidder 1	Bidder 2	Bidder 3	Bidder 4
Single Prime Construction					
Bidder Name		**AECM**	**Hight Construction**	**Mattson Construction**	**ROLAC Contracting**
Bid Bond		5%	5%	5%	5%
Contractor License		x	x	x	x
Addendum 1		x	x	x	x
Base Bid					
Total Bid		$ 255,989	$ 212,156	$ 190,000	$ 140,000
Unit Prices					
Unit Price No. 1: Brick Repointing		$ 24.00	$ 28.50	$ 34.00	$ 35.00

Schedule of Values

APPLICATION # SOV
DATE OF APPLICATION 10/9/2025
PERIOD THRU

Payment application containing Contractor's signature is attached.

A	B	C	D	E	F	G		H	I
			COMPLETED WORK						
ITEM #	WORK DESCRIPTION	SCHEDULED AMOUNT	AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD	STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D+E+F)	PERCENT COMPLETE (G/C)	BALANCE TO COMPLETION (C-G)	RETAINAGE
01	Allowances	$ 12,500.00	$ -	$ -	$ -	$ -	0%	$ 12,500.00	$ -
02	General Conditions	$ 16,450.00	$ -	$ -	$ -	$ -	0%	$ 16,450.00	$ -
03	Demolition	$ 6,800.00	$ -	$ -	$ -	$ -	0%	$ 6,800.00	$ -
04	Masonry	$ 22,350.00	$ -	$ -	$ -	$ -	0%	$ 22,350.00	$ -
05	Rough Carpentry	$ 5,200.00	$ -	$ -	$ -	$ -	0%	$ 5,200.00	$ -
06	EIFS & Dryvit	$ 27,100.00	$ -	$ -	$ -	$ -	0%	$ 27,100.00	$ -
07	Metal Panels & Flashing	$ 16,500.00	$ -	$ -	$ -	$ -	0%	$ 16,500.00	$ -
08	Windows	$ 29,600.00	$ -	$ -	$ -	$ -	0%	$ 29,600.00	$ -
09	Painting	$ 3,500.00	$ -	$ -	$ -	$ -	0%	$ 3,500.00	$ -
10						$ -		$ -	$ -
11						$ -		$ -	$ -
12						$ -		$ -	$ -
13						$ -		$ -	$ -
14						$ -		$ -	$ -
15						$ -		$ -	$ -
16						$ -		$ -	
17						$ -		$ -	
18						$ -		$ -	
36						$ -		$ -	
37						$ -		$ -	
38						$ -		$ -	
	SUB-TOTALS	$ 140,000.00	$ -	$ -	$ -	$ -	0%	$ 140,000.00	$ -

MHA FACADE IMPROVEMENT
108 BURDICK EXPRESSWAY EAST
MINOT, NORTH DAKOTA

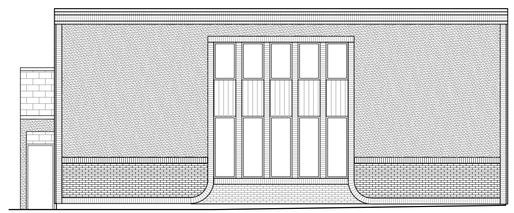
MINOT HOUSING AUTHORITY

ACKERMAN ESTVOLD
1907 17th St SE · Minot, ND 58701
701.837.8737 · www.ackerman-estvold.com
Minot, ND | Fargo, ND | Williston, ND | Boise, ID

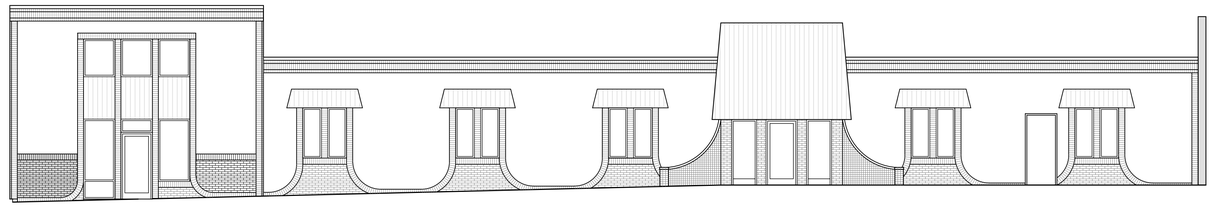
I hereby certify that this plan specification, or report was prepared by me or under my direct supervision, and that I am a duly Registered Architect under the laws of the State of North Dakota.
Date 5/28/25 Reg. No. 1774

LOCATION PLAN

VICINITY PLAN



NORTH ELEVATION



WEST ELEVATION

FOR ILLUSTRATIVE PURPOSES ONLY

DRAWING INDEX

G000	TITLE SHEET
AD100	DEMOLITION FLOOR PLANS
AD200	DEMOLITION ELEVATIONS
A100	FLOOR PLANS
A200	BUILDING ELEVATIONS

CODE STUDY

BUILDING CODE ANALYSIS
MHA FAÇADE IMPROVEMENT
MINOT, ND

APPLICABLE BUILDING CODES
- 2021 INTERNATIONAL BUILDING CODE
- 2021 INTERNATIONAL FIRE CODE
- 2021 INTERNATIONAL ENERGY CONSERVATION CODE
- 2018 NORTH DAKOTA PLUMBING CODE
- 2021 INTERNATIONAL MECHANICAL CODE
- 2017 ICC A117.1 ACCESSIBILITY STANDARD

USE AND OCCUPANCY
- SINGLE OCCUPANCY
- NON-SEPARATED OCCUPANCIES
- ACCESSORY OCCUPANCIES <= 10%

BUSINESS GROUP B
OFFICE SPACE

CONSTRUCTION TYPE

V-B
NON-COMBUSTIBLE
NON-RATED CONSTRUCTION

FIRE-RESISTANCE RATING FOR BUILDING ELEMENTS (HRS)

STRUCTURAL FRAME		0
BEARING WALLS	EXTERIOR	0
	INTERIOR	0
NON-BEARING WALLS AND PARTITIONS - EXTERIOR		0
NON-BEARING WALLS AND PARTITIONS - INTERIOR		0
FLOOR CONSTRUCTION (AND SUPPORTING STRUCTURE)		0
ROOF CONSTRUCTION < 20' ABOVE FLOOR BELOW		0

FIRE PROTECTION SYSTEMS

AUTOMATIC SPRINKLER SYSTEM	NOT REQUIRED
STANDPIPE SYSTEMS	NOT REQUIRED
PORTABLE FIRE EXTINGUISHERS	REQUIRED
MANUAL FIRE ALARM SYSTEM	NOT REQUIRED
SMOKE AND HEAT REMOVAL	NOT REQUIRED

GENERAL BUILDING DATA

OCCUPANCY	TOTAL	A-2
TOTAL BUILDING AREA	6,386	6,386
NUMBER OF STORIES		2
BUILDING HEIGHT IN FEET		20

ALLOWABLE BUILDING HEIGHT AND AREA:

	ACTUAL	A-2 ALLOWABLE
BUILDINGS HEIGHT	20	40
NUMBER OF STORIES	2	2
TABULAR AREA PER STORY	6,386	9,000

MINOT HOUSING AUTHORITY
FACADE IMPROVEMENT
MINOT, NORTH DAKOTA

DRAWN BY: MGM
CHECKED BY: RMA

DATE: 5/28/2025

REVISIONS

PROJECT TEAM

OWNER
MINOT HOUSING AUTHORITY
TOM ALEXANDER
MINOT, ND 58701
PH. 701.852.0485

ARCHITECT
ACKERMAN-ESTVOLD
1907 17TH ST SE
MINOT, ND 58701
PH. 701.837.8737

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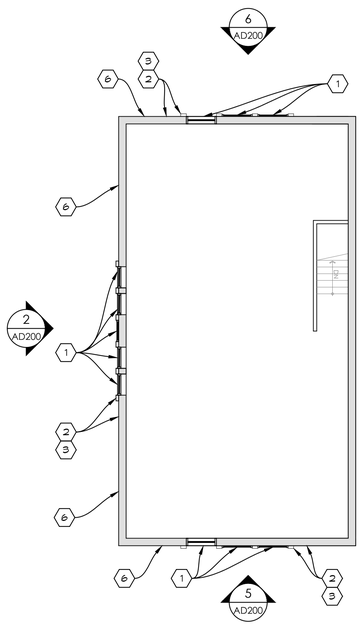
Project No.
R25067

TITLE SHEET

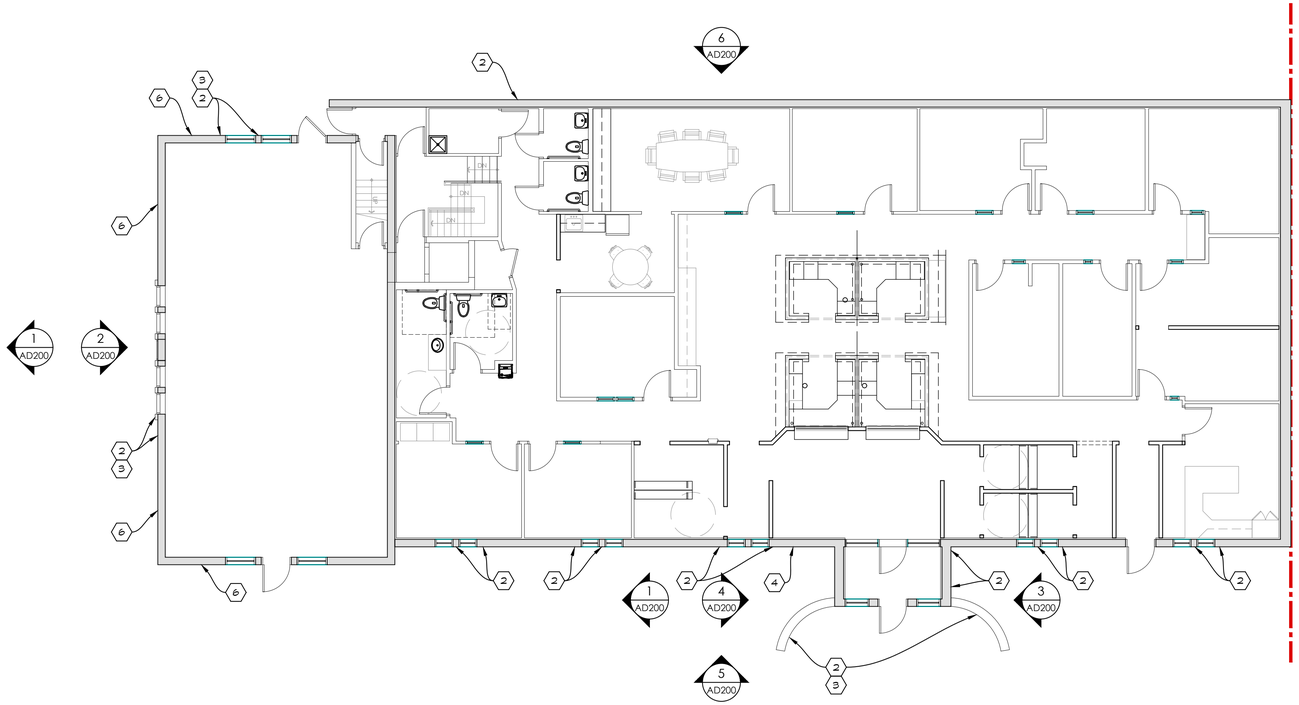
G000

DEMO KEY NOTES (#)

1. DEMOLISH EXISTING WINDOW & ALL ASSOCIATED TRIM & WOOD INFILL FRAMING. PREP MASONRY OPENING FOR NEW WINDOW INSTALLATION.
2. CLEAN ALL EXISTING BRICK & STUCCO- REMOVE DIRT & DEBRIS FROM ENTIRE FACE OF EXISTING MASONRY & STUCCO. CLEANING TO ENTAIL RINSE OF ENTIRE BUILDING. ANY EFFLORESCENCE FOUND TO BE WASHED W/ CLEANER - SEE SPEC.
3. REPOINT ALL MORTAR THAT IS DEFECTIVE OR MISSING THAT DOESN'T MATCH ORIGINAL MORTAR.
4. PATCH AND REPAIR ANY DAMAGE TO EXIST. STUCCO WALLS. SAND ALL STUCCO TEXTURE TO A FLAT AND EVEN FINISH AND PREP FOR NEW FINISH SYSTEM.
5. REMOVE WOOD PLANK SIDING AND SOFFIT DOWN TO EXIST. PLYWD. INSPECT AND REPLACE PLYWD WHERE NEEDED. PREP SURFACE FOR NEW METAL SIDING.
6. REMOVE STUCCO DOWN TO SUBSTRATE. INSPECT AND REPLACE WHERE NEEDED. PREP SURFACE FOR NEW FINISH APPLICATION.
7. REMOVE AND SALVAGE EXIST. MTL COP'G. TO BE REINSTALLED
8. REMOVE AND SALVAGE EXIST. EQUIPMENT. TO BE REINSTALLED.



2 AD100 SECOND FLOOR DEMO PLAN
SCALE: 1/8" = 1'-0"



1 AD100 MAIN FLOOR DEMO PLAN
SCALE: 1/8" = 1'-0"

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701.837.8737 · www.ackerman-estvold.com
Minot, ND | Fargo, ND | Williston, ND | Boise, ID

I hereby certify that this plan specification, or report was prepared by me or under my direct supervision, and that I am a duly Registered Architect under the laws of the State of North Dakota.
Date 2/10/25 Reg. No. 1774

MINOT HOUSING AUTHORITY
FACADE IMPROVEMENT
MINOT, NORTH DAKOTA

DRAWN BY: MGM
CHECKED BY: RMA

DATE: 5/28/2025

REVISIONS

Project No.
R25067

DEMOLITION FLOOR PLANS

AD100

DEMO KEY NOTES ⟨#⟩

1. DEMOLISH EXISTING WINDOW & ALL ASSOCIATED TRIM & WOOD INFILL FRAMING. PREP MASONRY OPENING FOR NEW WINDOW INSTALLATION.
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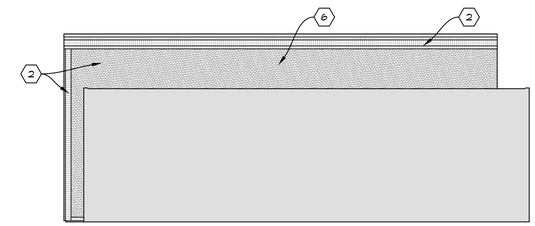
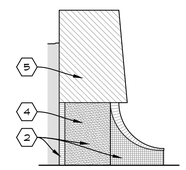
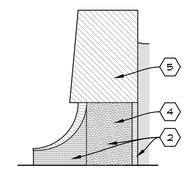


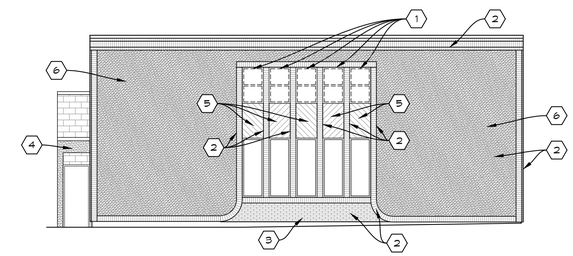
1 / AD200 EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



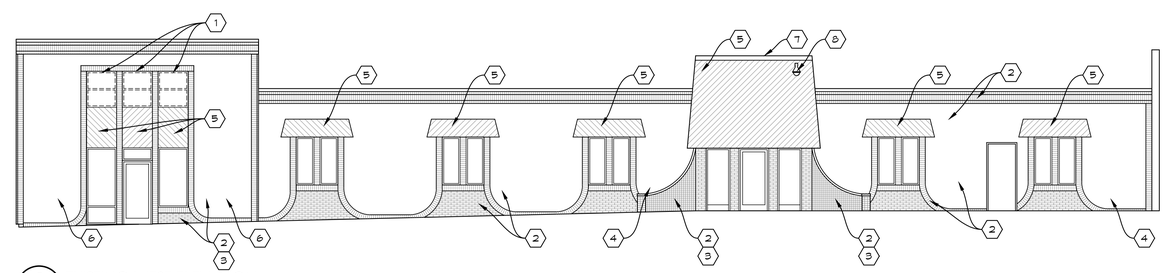
4 / AD200 NORTH ENTRANCE ELEVATION
SCALE: 1/8" = 1'-0"



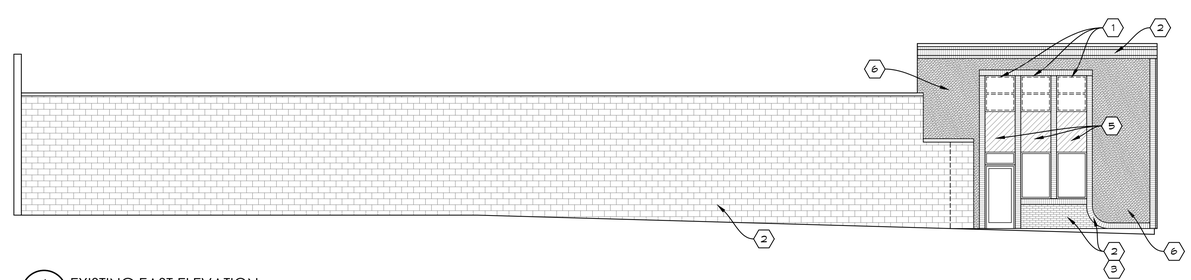
3 / AD200 SOUTH ENTRANCE ELEVATION
SCALE: 1/8" = 1'-0"



2 / AD200 EXISTING NORTH ELEVATION
SCALE: 1/8" = 1'-0"



5 / AD200 EXISTING WEST ELEVATION
SCALE: 1/8" = 1'-0"



6 / AD200 EXISTING EAST ELEVATION
SCALE: 1/8" = 1'-0"

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I hereby certify that this plan specification, or report was prepared by me or under my direct supervision, and that I am a duly Registered Architect under the laws of the State of North Dakota.
Date 2/10/25 Reg. No. 1774

MINOT HOUSING AUTHORITY
FACADE IMPROVEMENT
MINOT, NORTH DAKOTA

DRAWN BY: MGM
CHECKED BY: RMA

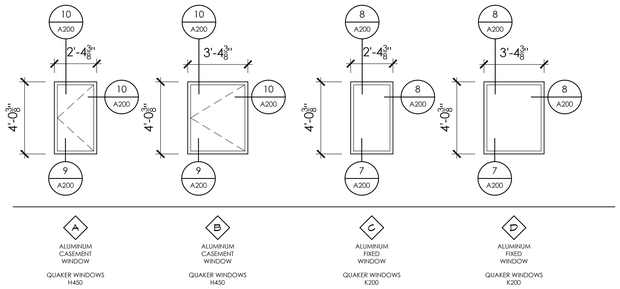
DATE: 5/28/2025

REVISIONS

Project No.
R25067

DEMOLITION ELEVATIONS

AD200



3 A100 WINDOW TYPES
SCALE: 1/4" = 1'-0"

ARCHITECTURAL GENERAL NOTES

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2 FIELD VERIFY ALL DIMENSIONS.
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4 ALL CONSTRUCTION SHALL COMPLY WITH THE REQUIREMENTS OF APPLICABLE LOCAL, STATE, AND FEDERAL CODES OR REGULATIONS.

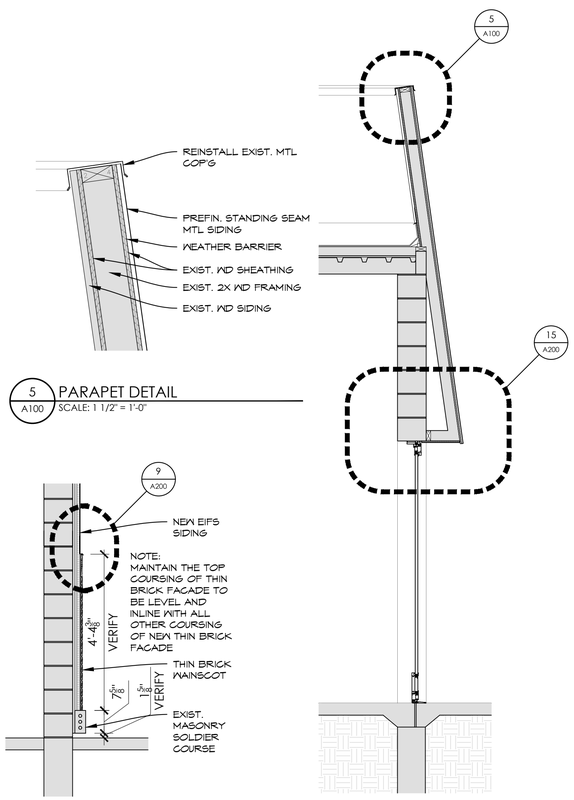
NEW CONSTRUCTION KEY NOTES (#)

1 INSTALL NEW ALUMINUM WINDOWS, SEE WINDOW SCHED.
2 PATCH & SAND EXIST. STUCCO TO A FLAT AND SMOOTH TEXTURE. SKIM COAT OVER EXIST. STUCCO W/ NEW LAYER OF DRYVIT SYSTEM.
3 CLEAN/REPAIR EXISTING BRICK & STUCCO. TUCK-POINT & REPAIR AS REQ'D, TYP.
4 STAIN EXIST. BRICK. FINISH/COLOR TBD BY ARCHITECT.
5 INSTALL NEW THIN BRICK WALL SYSTEM.
6 NEW STANDING SEAM MTL PANELS, TRIM, AND SOFFIT. COLOR TBD BY ARCHITECT.
7 PAINT EXIST. CMU WALL. MATCH COLOR TO DRYVIT SYSTEM
8 INSTALL NEW DRYVIT "OUTSULATION" SYSTEM W/ 3/4" RIGID INSULATION.

WINDOW SCHEDULE

TYPE	SIZE	FRAME MATERIAL	HEAD DETAIL	JAMB DETAIL	SILL DETAIL	GLASS TYPE	REMARKS
A	4'-0 3/8" X 2'-4 3/8"	ALUM	10/A200	10/A200	9/A200	-	
B	4'-0 3/8" X 3'-4 3/8"	ALUM	10/A200	10/A200	9/A200	-	
C	4'-0 3/8" X 2'-4 3/8"	ALUM	8/A200	8/A200	7/A200	-	
D	4'-0 3/8" X 3'-4 3/8"	ALUM	8/A200	8/A200	7/A200		

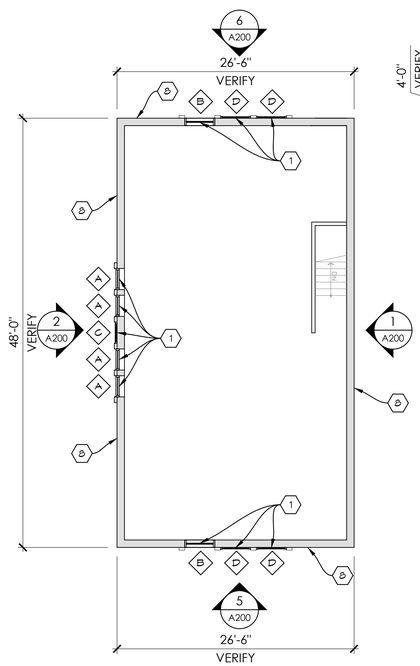
VERIFY ALL EXISTING OPENINGS FOR SIZING OF WINDOWS & DOORS



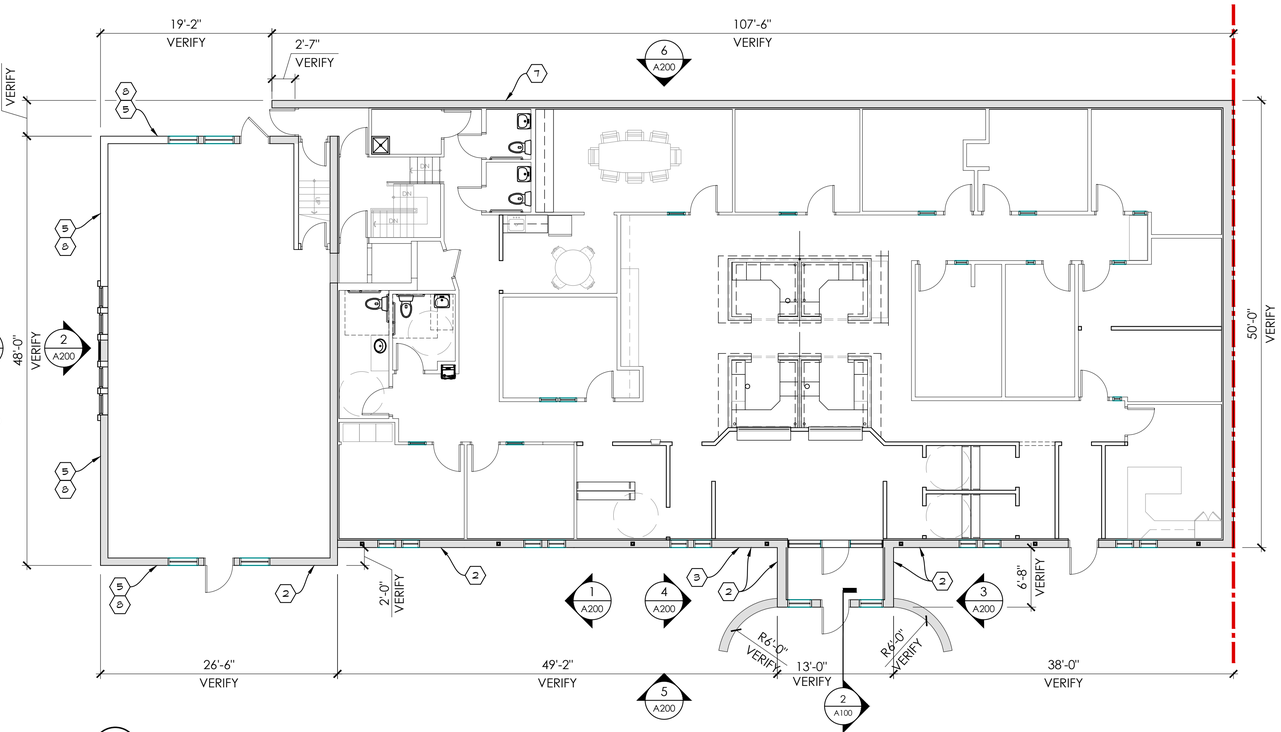
5 A100 PARAPET DETAIL
SCALE: 1 1/2" = 1'-0"

4 A100 THIN BRICK WALL SECT.
SCALE: 1/2" = 1'-0"

3 A100 ENTRY WALL SECTION
SCALE: 1/2" = 1'-0"



2 A100 SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



1 A100 MAIN FLOOR PLAN
SCALE: 1/8" = 1'-0"

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MINOT, NORTH DAKOTA

DRAWN BY: MGM
CHECKED BY: RMA

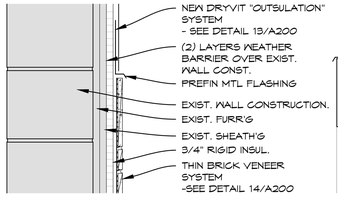
DATE: 5/28/2025

REVISIONS

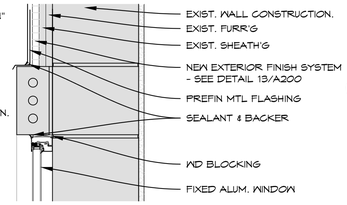
Project No. R25067

FLOOR PLANS

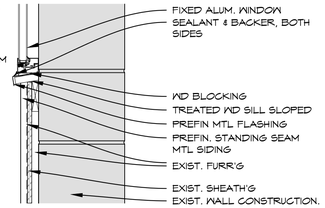
A100



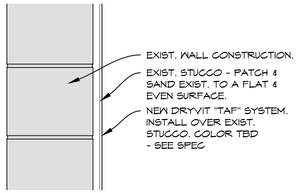
9 A200 BRICK/EIFS TRANSITION
SCALE: 1 1/2" = 1'-0"



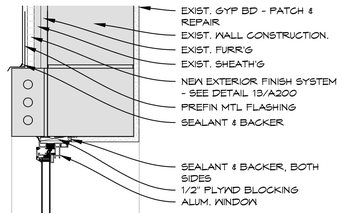
8 A200 SPANDREL HEAD/JAMB
SCALE: 1 1/2" = 1'-0"



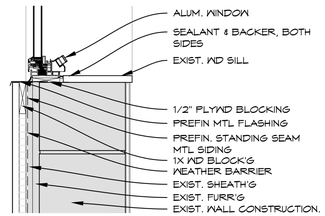
7 A200 SPANDREL SILL @ MTL PANEL
SCALE: 1 1/2" = 1'-0"



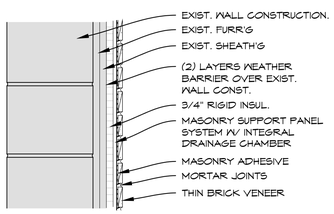
11 A200 NEW EIFS TOPCOAT DETAIL
SCALE: 1 1/2" = 1'-0"



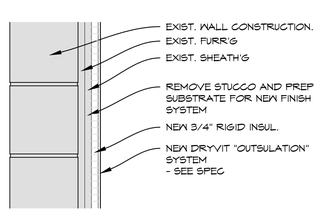
10 A200 WINDOW HEAD/JAMB
SCALE: 1 1/2" = 1'-0"



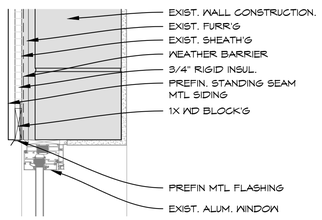
9 A200 WINDOW SILL @ MTL PANEL
SCALE: 1 1/2" = 1'-0"



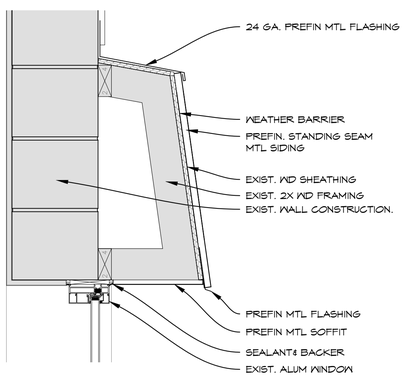
14 A200 THIN BRICK DETAIL
SCALE: 1 1/2" = 1'-0"



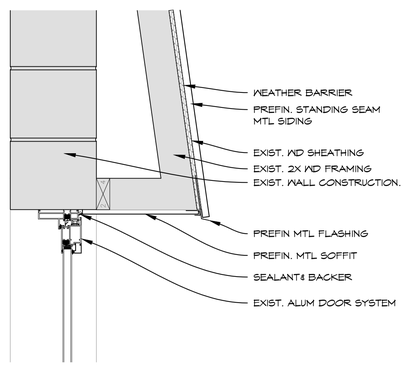
13 A200 NEW EIFS DETAIL w/ FURRING
SCALE: 1 1/2" = 1'-0"



12 A200 MTL PANEL @ EXIST. WDW HD
SCALE: 1 1/2" = 1'-0"



16 A200 AWNING DETAIL
SCALE: 1 1/2" = 1'-0"



15 A200 ENTRY DETAIL
SCALE: 1 1/2" = 1'-0"

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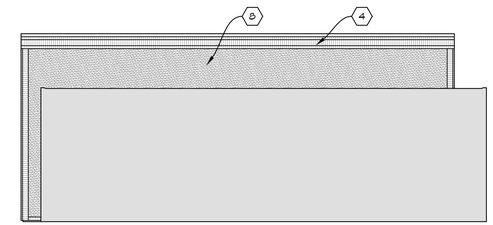
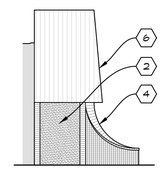
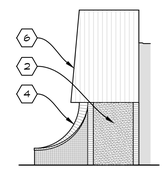


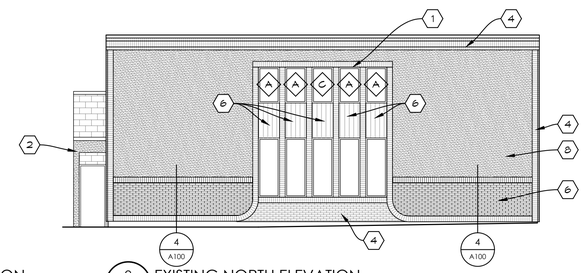
1 A200 EXISTING SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



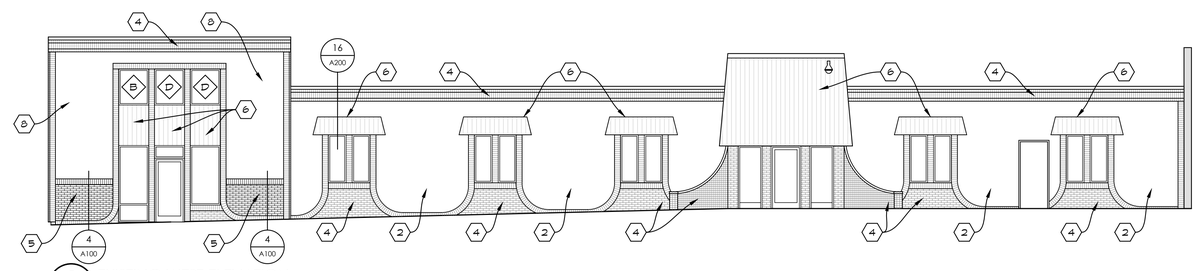
4 A200 NORTH ENTRANCE ELEVATION
SCALE: 1/8" = 1'-0"



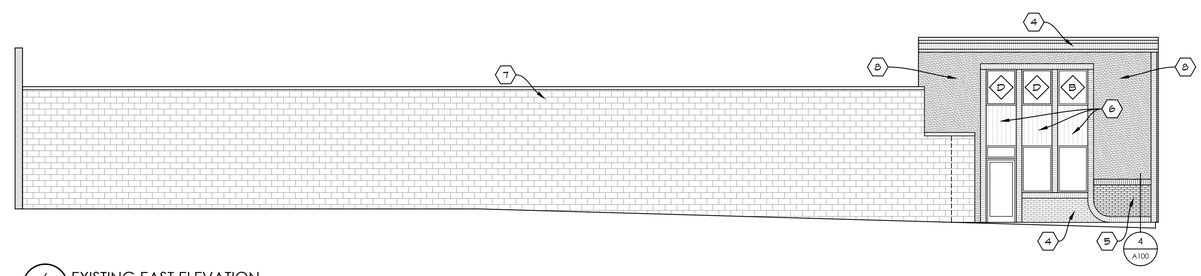
3 A200 SOUTH ENTRANCE ELEVATION
SCALE: 1/8" = 1'-0"



2 A200 EXISTING NORTH ELEVATION
SCALE: 1/8" = 1'-0"



5 A200 EXISTING WEST ELEVATION
SCALE: 1/8" = 1'-0"



6 A200 EXISTING EAST ELEVATION
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MINOT HOUSING AUTHORITY FACADE IMPROVEMENT
MINOT, NORTH DAKOTA

DRAWN BY: MGM
CHECKED BY: RMA

DATE: 5/28/2025

REVISIONS

Project No. R25067

BUILDING ELEVATIONS

A200

HRA

Mercer Housing Authority

Case #	Date Approved	Address	Applicant(s)	Contract Amount	Status/Completion Date	Appropriation Amount	Actual Amount Spent	Obligated Fund Balance	Actual Fund Balance
N/A	6-21-21					$943,000.00		$943,000.00	$943,000.00
FI-1	11-15-21	24 1st St. NE	Auslander, LLC	$180,000.00	12-27-23		$180,000.00	$763,000.00	$763,000.00
FI-2	11-15-21	111 Central Ave. W.	S-J One Eleven, LLC	$145,987.00	12-22-23		$145,987.00	$617,013.00	$617,013.00
FI-3	5-16-22	115 1st St. SE	Mouse River Players	$63,998.00	11-18-22		$63,998.00	$553,015.00	$553,015.00
FI-4	3-21-22	109 Main St. S.	Margie's Art Glass	$84,563.00	2-3-23		$84,563.00	$468,452.00	$468,452.00
FI-5	N/A	10 1st St. SW	Hogan Douglas First, LLC	$0.00	WITHDRAWN		$0.00	$468,452.00	$468,452.00
N/A	1-1-23					$513,313.00		$981,765.00	$981,765.00
FI-6	1-17-23	10 1st St. SW	Hogan Douglas First, LLC	$100,000.00	9-1-23		$100,000.00	$881,765.00	$881,765.00
FI-7	6-19-23	121 Main St. S.	JK Hurt Rentals, LLC	$100,000.00	12-6-23		$100,000.00	$781,765.00	$781,765.00
FI-8	7-24-23	123 1st St. SW	BIG M MINOT, LLC	$180,000.00	EXPIRED		$0.00	$781,765.00	$781,765.00
FI-9	1-17-23	111 Main St. S.	Pitner Trust	$100,000.00	7-5-24		$100,000.00	$681,765.00	$681,765.00
FI-10	10-2-23	117 Central Ave. W.	Boomtown Enterprises, LLC	$180,000.00	7-8-24		$180,000.00	$501,765.00	$501,765.00
N/A	1-1-24					$417,590.00		$919,355.00	$919,355.00
FI-11	1-16-24	23 2nd Ave. SE	Jordan Ross & Megan Ross	$134,498.00	1-23-25		$134,498.00	$784,857.00	$784,857.00
FI-12	3-18-24	11 Central Ave. E	Aaron Bofenkamp & Miranda Nicols	$134,304.00	6-20-25		$134,304.00	$650,553.00	$650,553.00
FI-13	10-21-24	221 Main St. S.	Walker Properties, LLLP	$180,000.00	UNDER CONSTRUCTION			$470,553.00	
FI-14	10-7-24	300 Central Ave. E.	CXL, LLC	$180,000.00	CLOSING			$290,553.00	
N/A	1-1-25					$302,000.00		$592,553.00	$952,553.00
FI-15	7-7-25	110 Central Ave. E.	Aksal Group, LLC	$171,696.00	CONTRACT EXECUTED			$420,857.00	
FI-16	TBD	13 1st Street SE	Five and Two Ventures, LLC	$100,000.00	PENDING APPROVAL			$320,857.00	
FI-17	TBD	108 E. Burdick Expw.	Minot Housing Authority	$105,000.00	PENDING APPROVAL			$215,857.00	
N/A	1-1-26					$200,000.00		$415,857.00	

MINOT RENAISSANCE ZONE REVIEW BOARD

DRAFT 2026 MEETING SCHEDULE

Regular meetings usually take place on the fourth Thursday of the month at **9:00 a.m.** in the Finance Department Conference Room at City Hall except as noted below.

Renaissance Zone and Façade Improvement Program applications must be complete and include payment of all fees by the deadline to secure placement on the next available Renaissance Zone Review Board meeting agenda. Applications must filed with the Community Development Department located at the Minot Public Works building.

Application Deadline (3:00 pm)	Ren. Zone Board Meeting Date	City Council Meeting Date
Thursday, January 8	Thursday, January 22	Tuesday, February 17
Thursday, February 12	Thursday, February 26	Monday, March 16
Thursday, March 12	Thursday, March 26	Monday, April 20
Thursday, April 9	Thursday, April 23	Monday, May 18
Thursday, May 14	Thursday, May 28	Monday, June 15
Thursday, June 11	Thursday, June 25	Monday, July 20
Thursday, July 9	Thursday, July 23	Monday, August 17
Thursday, August 13	Thursday, August 27	Monday, September 21
Thursday, September 10	Thursday, September 24	Monday, October 19
Thursday, October 8	Thursday, October 22	Monday, November 16
Thursday, November 5	Thursday, November 19*	Monday, December 7
Thursday, December 3	Thursday, December 17*	Monday, January 4, 2027

* Meeting will be held on the third Thursday of the month to avoid a conflict with a holiday.