



# CITY OF TWIN VALLEY

## Wimmer Home Rental Policy

Approved by Council 08/14/2017

Resolution Number 2017—30

*Amended 01/01/2024*

The Wimmer Homes are under the ownership and care of the City of Twin Valley. The City hopes to continue to provide Low Income Housing for the elderly at affordable costs. It is important for each renter to respect the City's property in keeping each home in good, clean and proper condition. Any misuse or abuse of the homes will be cause for immediate removal of a renter.

### 1.0 APPLICATION

In order to be considered for tenancy of one of the Wimmer Homes, interested individuals must fill out an application. Applications will be kept on file in the City Office for the period as designated by the Governmental Destruction of Records.

#### 1.1 Eligibility

- a) All applicants who plan to reside in a Wimmer home unit must be eighteen (18) years of age or older.
- b) No more than two (2) tenants per household.
- c) All tenants must be listed on application.
  - a. The tenant(s) may not sublet, assign, share or rent space, or maintain guests beyond seven (7) days a month without the prior written consent of the Twin Valley City Council.
- d) Applicant(s) must meet current low-income guidelines (HUD).

#### 1.2 Waiting List

In the event no home is available at the time of application, at the prospective tenant's request, the application will be kept on a waiting list for a period of two (2) years. Applicants still interested must contact the City Hall Office if they wish to have their application kept on file for an additional period.

### 2.0 FEES

All fees in regards to the Wimmer Homes are set by resolution of the council.

#### 2.1 Rent

Wimmer Homes are rented on a monthly basis—no yearly contract. The monthly rent for one (1) Wimmer Home is \$375.00, due and payable by the 10<sup>th</sup> of each month. All applicants must pay both first and last month's rent (\$750.00) prior to occupying the home.

#### 2.2 Damage Deposit

Applicant must pay a \$375.00 damage deposit prior to moving in. This deposit will be applied to any and all cleaning costs, repairs, and unpaid utilities before a refund will be

given. Damage or repairs needed above and beyond the \$300.00 deposit will be billed to the responsible tenant.

### 2.3 Utilities

**Tenants will be responsible for their own utilities.** The City will automatically bill each tenant for all water/sewer/garbage services.

Upon signing the rental agreement, it is the tenant's responsibility **to contact Otter Tail Power Company** to have the electric transferred into his/her name.

Tenants are expected to keep their utility bills current.

### 2.4 Fines

The Wimmer Homes are non-smoking units. Any tenant choosing to smoke with in the home will be responsible for an additional \$100.00 fee.

## 3.0 PARKING

Front street parking is available for vehicle parking. Parking of vehicles on lawn will only be allowed between the months of November and March for winter plug in. All vehicles must be properly licensed as per Twin Valley City Ordinance.

## 4.0 MAINTENANCE

The City of Twin Valley will perform the maintenance, mowing, and snow removal for the homes. Maintenance will be under the direction and practice of the Public Works Department Head.

Contractors will be hired to do any major repairs to home.

If maintenance problems occur, renter must contact the city hall during regular business hours.

Monday-Thursday 8:30am – 3:30pm and Friday 8:00am – 11:30am.

### 4.1 Tenant Responsibility

Homes and yards must be maintained and kept in a neat and clean manner. For tenant safety, all entrances and exits must be kept clear of furniture, personal items, etc.

It is expected that all tenants abide by the City of Twin Valley Ordinances. With respect to neighbors, the City of Twin Valley requests that there is not an abundance of rubbish or unsightly clutter scattered around the property.

## 5.0 RENNOVATION/ADDITIONS

Tenants of the Wimmer Homes may be allowed to make changes to the property upon prior approval of the Twin Valley City Council.

### 5.1 Storage Buildings

Renters will be allowed to have outdoor storage structures. Renters who wish to place a temporary storage building behind the unit must apply for a building permit to seek prior approval from the Twin Valley City Council.

### 5.2 Decks & Permanent Additions

Renters who wish to build decks onto the home must apply for a building permit and receive approval by the City Council prior to construction. Any permanent improvements

made to the property will remain property of the City of Twin Valley upon vacating the premises.

**6.0 PETS**

6.1 The City of Twin Valley does not allow pets. In accordance with ADA, only trained service animals will be permitted.

**7.0 TERMINATION OF TENANCY**

7.1 Tenant  
Tenant(s) will give thirty (30) days' notice in writing before they move and will be responsible for paying rent through the end of this notice period or until another tenant approved by the City of Twin Valley has moved in, whichever comes first.

7.2 City  
The City of Twin Valley will refund all deposits due within thirty (30) days after Tenants has/have moved out completely and returned the keys.

Any misuse or abuse of the property of the City of Twin Valley will be grounds for immediate removal of tenant(s). The City Council of the City of Twin Valley expects that all renters will abide by the Wimmer Home Rental Policy and all Twin Valley City Ordinances, as well as show respect for the property and the surrounding neighbors.

**8.0 EXTRAORDINARY CIRCUMSTANCES**

On occasion, extraordinary circumstances may arise and may need additional decisions by the Twin Valley City Council. Other circumstances will be put before the Twin Valley City Council at a regular or special meeting and must be approved by full council action. Depending on the type of circumstance presented, other stipulations may be imposed and must be requested at the time of request.

**9.0 TENANT'S ACKNOWLEDGEMENT** (Please Initial)

\_\_\_\_\_ I acknowledge that I have read and agree to abide by the Twin Valley Wimmer Home Rental Policy.

\_\_\_\_\_ I understand that if at any time I choose not to abide by said policy, that it will be grounds for termination from tenancy.