MANAGEMENT PLAN BASIC REQUIREMENTS

Please refer to the following links for Minneapolis' license requirements for rental property:
http://www.minneapolismn.gov/inspections/rental/inspections_rentlicenseapp

*The pages that follow must be used to file your proposed written management plan. If we already have your email address on record, we will email this to you; please return it in the original Word format. Samples of forms that we will require you to use are noted with * and are included in this document. Do not use any previous forms you've received for any other official notice from the City of Minneapolis.*

Rental Property Address: 3518 Girard Ave N, Minneapolis

Owner Name (person-required): Gavin Kleinknecht, As Authorized Person
Company Name: RHA 3, LLC
Owner Full Street Address (not the rental property address): 3505 Koger Blvd, Suite 400, Duluth, GA 30096
Owner Phone: 855-400-4424
Owner Email: RHA3@havenbrookhomes.com

Licensee Name/Company (required if different from manager and owner): Scott Beck
Full Street Address (not the rental property address):
Phone: **Email:**

Property Manager Name (required if different from Licensee and Owner): Scott Beck
Full Street Address (not the rental property address): 1611 County Rd B W, #104, Roseville, MN, 55113
Phone: 612-239-3407 **Email:sbeck@havenbrookhomes.com**

*** This plan applies to ALL of my rental properties in Minneapolis. ***

All parties with an ownership, management or license interest in the properties are required to enroll in the MPD's email Action Alert system. Therefore, we require that this form be filled out and returned by email. You may also mail it to the MPD representative indicated in the mailed notice you received, or fax it to his/her attention (612-673-2750).

PURPOSE

This Management Plan is the foundation of the working relationship between the Rental License Holder and the Minneapolis Police Department. It is intended to assure that community standards will be upheld, and that all applicable laws and ordinances related to rental property will be followed. Do not leave any question blank. An incomplete plan form will not be accepted.

Proceed to Page 2.

TENANT APPLICATION AND SCREENING

1. Applicants will be required to give their consent for a criminal history check, rental history profile and Unlawful Detainer history check. **Rental license holder will employ the following applicant screening service to perform the background check:**
Company: Corelogic/Saferent
Mailing Address:40 Pacifica, Suite 900, Irvine, CA, 92618
Phone #: 866-873-3651
Web address: https://www.residentscreening.net/rsn/login.aspx
Email: techsupport@saferent.com or Contact Us on Corelogic home screen

2. The following background information on applicants is provided by this company:
Credit report, legal judgments, criminal convictions and arrests, residential history including evictions.
3. I use the following criteria when accepting tenants with a criminal history (specify types of crimes, time-frame where convictions or patterns of arrests are unacceptable):
1. The Applicant must never have been convicted or plead guilty or "no contest" to a misdemeanor involving violence or sexual misconduct (whether or not resulting in conviction).
2. The Applicant must never have been convicted of a felony or plead guilty or "no contest" to a felony (whether or not resulting in a conviction).

4. I am aware of Mpls Ordinance 244.1910 Tenant Screening Application Fees, and **AGREE** to **charge all applicants a fee of $50 for first applicant, $30 for additional applicant living together.**

5. See ***Rental Application Denial Form**** following this questionnaire. I will use this form, or a form with selected criteria from the form when receiving applications, and provide it to applicants. **AGREED**

LEASE PROVISIONS
6. I use the lease available from
__ Minnesota Association of Realtors (mnrealtor.com)
__ Minnesota Bar Association (mnbar.org)
__ Minnesota Multihousing Association (mmha.com)
_X_ If none of the above, I have attached/provided a copy of my lease.

7. The term of our rental agreement/lease is
__ month-to-month __ six months _X_annual ___other:_____

8. I/we issue written warnings for the all lease violations by residents and/or their guests. **AGREED**

9. I/we give notice to vacate to residents for the criminal conduct on the premises by residents and/or their guests (see **244.2020 (a) 1-7** below for incidents which qualify for conduct violation notices). **AGREED**

10. I will file for and pursue an eviction if residents in violation of the lease who are given notice do not move. **AGREED**

11. I will visit this property, or have my employees visit it, at least weekly, to monitor the activity of residents and their guests. **AGREED**

12. If you discover that someone has moved in with a tenant without your permission, how do you deal with it? **Detail all actions you take in this situation**:
Deliver to Tenant written warning of unauthorized occupant with 24 hours to comply
Deliver to the unauthorized occupant and Trespass Notice Form
If tenant does comply, serve notice of lease violation and must vacate the property
Pursue eviction if necessary
If tenant complies, continue to monitor the property at least weekly to insure compliance.

13. I will use the ***Crime Free Lease Addendum**** (p. 11) or have equivalent language in my lease, that the tenant must read and sign before moving in. **AGREED**

14. I will use **Resident Conduct Rules*** (page 8) and **Building Rules*** (page 9-10), with provisions applicable to my property, that the residents must read and sign before moving in. **AGREED**

MONITORING AND INSPECTIONS

In order to ensure that the property remains a safe and healthy environment for tenants and neighbors, adequate monitoring and inspections of the property are essential. Monitoring needs to address both the physical condition of the property and the conduct of tenants.

15. I will use the Minneapolis Police Department's standard written ***Trespass Notice Form**** (page 5) when ejecting persons who are not tenants from the property. **AGREED**

16. I will submit the Minneapolis Police Department's No Trespassing sign ***Affidavit**** (page 4) to the Crime Prevention Specialist assigned to the area of my property to authorize the use of city-issued No Trespassing Signs. (Refer to the map on page 17 for **Crime Prevention Specialist*** area assignments.) **AGREED**

17. I will run the background check required under **Minnesota Statute 299C.68** (Kari Koskinen Background Check Law) for any building manager, employee or contractor who works for me who has access to keys to occupied units. **AGREED**

18. I participate in the following local or regional rental property owner/manager group:
Minnesota Muliti Housing Association

19. I/my agents have attended a Minneapolis City Sponsored Rental Property Owners Workshop on Date: **March 19, 2014** If not, I/my agents will attend the next workshop scheduled:

Wednesday monthly dates: all times are 6-9pm:
October 15 + November 19 + December 17 + No Wednesday workshop in September

Saturday monthly dates: 10am-1pm:
October 25 + No Saturday workshops in November, December

All workshops take place at our 5th Precinct, 3101 Nicollet Av. S., in the community room opposite the front desk.

20. I will take the following steps to prevent further Conduct Violations and criminal activity by my residents and/or their guests:
Monitoring of Property
Use of written violation and trespass notices

Pursue eviction if necessary

21. If a tenant or guest was arrested in the qualifying incident, they must move out and I will not move any so involved to another property I own or manage. **AGREED**

22(a). I am willing to attend block club or neighborhood association meetings when my property is on the agenda. **AGREED**

(b). Please select one or both of the following:

I am willing and will schedule time to doorknock the block where this property is situated, with myself or my Crime Prevention Specialist, to introduce yourself to the neighbors within a line of sight of your property. **AGREED**

I will allow the Minneapolis Police Department to share our email address(es) with the neighbors, block club and/or neighborhood association. **AGREED**

NOTE: Licensed rental property owner and licensee's name, address and phone contact information is available to the public online (http://apps.ci.minneapolis.mn.us/AddressPortalApp/). The MPD routinely encourages block leaders and neighborhood watch participants to lookup the rental property contact information, connect with owners to share observations about their property, and work with owners to resolve problems.

PLAN IMPLEMENTATION

23. I will maintain all written and electronic records necessary to document the above management plan provisions upon request per the ordinance requirement to implement this plan within twenty (20) days of being accepted. I will respond to any request from the Minneapolis Police Department to confirm the implementation of my plan after 20 days from the date of my plan being filed as Satisfactory with the Minneapolis Police Department. I will respond to any such request within thirty (30) days. **AGREED**

24. Please list your contacts with all charities, social service agencies or advocate groups from whom you have accepted referrals for housing: **Minneapolis Public Housing, Minnesota Public Assistance**

25. Additional comments or questions you might have:

I agree to abide by the provisions I've set down in this management plan.

Owner Name: Date:

Authorized Property Manager: Scott Beck Date: 11/5/14

Management Plan Accepted on (Date)

[mgplnfm2014-08-20r]

AFFIDAVIT

Name of Business				
Property Address				Date
Owner/Representative				
Subpoena Address	Street	City	Zip Code	Phone

To whom it may concern:

Minneapolis police officers are authorized representatives to enforce Minnesota Statute §609.605 and Minneapolis Code of Ordinances §385.380, Trespass, and to warn and direct persons to leave the property and/or business known as:

_____ , located at
Description of property or building

_____ , Minneapolis, MN.
Address

This limited authority is granted to the Minneapolis Police Department by

Name

who is the _____ of said property and/or business and who herein
Title

requests the officers to enforce said statute and ordinance on said property, including the land surrounding the building or buildings. This limited authority does not obligate the Minneapolis Police Department to patrol the described premises for or at any specific hours or days. It is acknowledged that I will aid in the prosecution of those persons arrested.

_____
Sworn and subscribed before me

This _____ day of _____ , 20 _____ .

_____
Notary Public at Large, State of Minnesota

My Commission Expires: _____

TRESPASS NOTICE FORM

YOU ARE HEREBY REQUESTED TO DEPART FROM THIS LAND AND NOT TO RETURN FOR ONE YEAR.

State and local laws (Minn. Stat. § 609.605 and/or Mpls. Code § 385.380) provide that no person shall intentionally trespass on the land of another and refuse to depart from that land, without a legal basis, when a demand to do so is made by the lawful possessor or his/her agent. Such demand may be spoken or written. No person who has received a demand to stay off such land shall reenter it within 1 (one) year from the date of the demand without the written permission of the lawful possessor or the agent who provided the demand. Violators may be subject to imprisonment for up to 90 (ninety) days or to a payment of up to $1000, or both. Violators who qualify for enhanced penalties under Minn. Stat. § 609.153 may subject to imprisonment for up to 365 (three hundred sixty-five) days or to a payment of up to $3,000, or both.

It shall be noted on this date _____ (month/date/year), you were advised of the above statute. This trespass notice form constitutes a written demand to depart from the premises by the lawful possessor or an agent of the lawful possessor. This demand to depart is due to your disruptive, harassing, threatening, and/or non-conforming behavior.

□ I, the lawful possessor or agent thereof, will complete a security report; therefore, I have not described your conduct on this notice.

□ I, the lawful possessor or agent thereof, will NOT be completing a security report; therefore, I have briefly described your conduct below:

_____

_____

_____.

_____
Address of place from which party is trespassed

_____
Name of party being trespassed

_____
Date of birth

_____
Name of person issuing the notice

_____
Signature of party receiving the notice

Note to the Owner/Lawful Possessor:
Make two (2) copies: one copy for the person receiving the notice, one copy for your records. If possible, attach a photo to your copy. (Note: Do not photograph juveniles.) Warning is valid for 1 (one) year pursuant to the amendment of Minn. Stat. § 609.605 (enacted 8-1-2005) and/or Mpls. Code § 385.380 (enacted 12-10-2005).

RENTAL APPLICATION DENIAL FORM

_____
Name of Property Owner or Manager

Address _____

Phone Number _____

Applicants Name _____

Applicants Address _____

Applicant's Phone Number _____

Unit Applied For _____

Rental Disqualifications

APPLICATION
_____Application incomplete
_____Application falsified
_____Rent equals more than- % of monthly income
_____Insufficient funds for deposit check
_____Insufficient fund check for application fee or credit check

RENTAL HISTORY
_____Negative landlord reference-current or past rental
_____Unable to verify current or past home ownership
_____Unable to verify current or past rental
_____Late or non-payment of rent-current or past rental
_____NSF check(s) used for payment of rent
_____Eviction-current or past rental
_____Unlawful Detainer-current or past rental
_____Property damage-current or past rental
_____Lack of proper notice-current or past rental
_____Lack of adequate rental history

EMPLOYMENT HISTORY
_____Unacceptable employment history
_____Unable to verify employment
_____Unable to verify income

CREDIT HISTORY
_____Unacceptable credit history
_____Lack of credit history
_____Unable to verify credit references
_____Unacceptable credit references

CRIMINAL HISTORY
_____Unacceptable criminal history

OTHER
_____Unable to rent under terms or conditions requested
_____Specify _____

This application was denied due to information from the following Credit Reporting Agency:

Name _____Phone_____

Address _____ Fax _____

RESIDENT CONDUCT RULES

The following rules are made in the interest of the health and safety of all residents. Everyone is expected to comply. Violations of these rules are grounds for immediate eviction.

1. Sale, possession, or possession with intent to distribute controlled substances (illegal drugs) on the premises will not be permitted and will be grounds for immediate eviction.

2. Repeated incidents, which disturb the peace of other residents, are prohibited.

3. Intentional or repeated damage to the building or property belonging to the owner or another resident's property is prohibited.

4. Theft from the owner or his/her agent or another resident is prohibited.

5. Keeping anything that may be considered a hazard to the health and safety of residents (such as gasoline or other highly flammable or explosive chemicals storage in a unit or on the property) without permission, is prohibited.

6. Possession of illegal weapons or any firearms is prohibited.

7. Any violent act or verbal threat to an employee of the building on or off the property or to another resident or guests of residents on the property is prohibited.

8. Do not prop open security doors at any time. Do not admit strangers through security doors.

9. Excessive police calls complaining about you, your family or your guests conduct or behavior is grounds for eviction.

10. Tenants and guests must honor trespass notices issued by the management or an agent of the management.

A signed copy of these rules will be kept in each Residents file.

I have read the "Resident Conduct Rules" and fully understand and agree to abide by the contents.

_____
Date

_____ _____
Applicant or Resident Applicant or Resident

APARTMENT RULES

1. Residents are responsible for their guests. Parents are responsible for their children.

2. Your monthly rent is due and payable on or before the first of the month. Please make your checks or money orders payable to: _____.

3. Only the persons specified in the Apartment Lease can reside in your apartment. Additional occupants cannot reside in the unit without applying for residency and on acceptance sign a written lease that is approved by Manager.

4. You need written permission from the Management for quests to stay more than 5 consecutive days.

5. No names other than those of a leased tenant are permitted on mailboxes

6. Keeping a pet of any kind without permission is prohibited.

7. No children under the age of twelve (12) years are to be left unattended in the apartment or on the grounds.

8. If there is any damage done by your guests or children, you will be held responsible and must pay for all damages.

9. Bikes, tricycles, wagons, and all toys must be kept in your apartment or garage. If these items are left unattended outside the building or in the hallways, Management will discard them.

10. Congregating, loitering or playing in the hallways, entry steps, entrance area, back entrance steps, or parking lot is not permitted.

11. Screens shall not be removed from any window for any reason other than an emergency. Packages or other items cannot be delivered or passed through any windows.

12. Unnecessary horn honking at any time of the day or night by tenants or their guests is not permitted.

13. No motorcycle, moped, or bicycle riding will be allowed on the lawn or sidewalk. No parking of the above vehicles will be allowed on the lawn or sidewalks.

14. No loud music, loud parties or parties after 10 p.m. will be tolerated in your apartment or on the property.

15. No loud or profane language will be allowed on the premises.

16. All draperies or other window coverings must be compatible with the rest of the building. No sheets, blankets, or newspapers will be permitted.

17. Residents are responsible for placing all trash in the proper receptacle. Trash may not be left in the hallways or on the grounds.

18. To ensure the safety of all residents, the owner urges residents to call 911 on any crimes in progress, disturbance, disorderly behavior or suspicious activity on or around the premises.

19. Each adult resident will be provided with one entry door, apartment door and mailbox key. Residents are not to change, alter, or add additional locks or other security measures anywhere in the apartment or on the property without prior permission. If you desire different or additional security for your apartment door, patio door, storage locker or windows; please contact the Resident Manager. Depending on request,

residents may have to pay for additional security measures. All addition security devises will remain the property of the property owner.

20. If you repeatedly lock yourself out of your apartment, there will be a minimum charge of $5.00 per occasion. If this occurs after 10:00 p.m., there will be a minimum charge of $10.00 per occasion and this is payable cash in advance. A minimum charge of $50.00 will be charged due to lost keys and the expense of changing the locks.

Please have respect for all residents in your building.

I have read the "Apartment Rules" and fully understand and agree to abide by the contents.

_____
Date

_____ _____
Applicant or Resident Applicant or Resident

_____
Owner/Manager

CRIME FREE LEASE ADDENDUM

In consideration of the execution or renewal of the lease of the dwelling unit identified in the attached lease, Property Owner/Manager and Resident agree as follows:

1. Resident, any members of the resident's household, a guest or other person under the resident's control, shall not engage in criminal activity, including drug-related criminal activity, on or near the said premises. "Drug-related criminal activity" means the **illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use of a controlled substance** (as defined in Section 102 of the Controlled Substance Act [21 U.S.C. 802]).
2. Resident(s), any member of the resident's household, a guest or other person under the resident's control, shall not engage in **any act intended to facilitate criminal activity,** including drug-related criminal activity, on or near the said premises.
3. Resident or members of the household **will not permit the dwelling unit to be used for, or to facilitate criminal activity,** including drug-related criminal activity regardless of whether the individual engaging in such activity is a member of the household, or a guest.
4. Resident, any member of the resident's household, a guest, or another person under the resident's control, shall not engage in the **unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance** at any location, whether on or near the dwelling unit or otherwise.
5. Resident, any member of the residents' household, a guest or another person under the resident's control, shall not engage in any criminal activity, including **prostitution, criminal street gang activity, threatening, intimidating, or assaultive behavior** including but not limited to the **unlawful discharge of firearms,** on or near the dwelling unit premises, or any breach of the lease agreement that otherwise jeopardizes the health, safety, and welfare of the landlord, his agent or other residents and/or involving imminent or actual serious property damage.
6. VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.
7. In case of conflict between the provisions of this addendum and any other provisions of the lease, the provisions of this addendum shall govern.
8. This lease addendum is incorporated into the lease executed or renewed this day between Property Owner/Manager and Resident(s).

It is understood and agreed that a single violation shall be good cause for termination of this lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by the preponderance of the evidence.

_____	_____
Management Signature	Resident Signature
_____	_____
Date	Date

244.1910. - Licensing standards.

(a) The following minimum standards and conditions shall be met in order to hold a rental dwelling license under this article. Failure to comply with any of these standards and conditions shall be adequate grounds for the denial, refusal to renew, revocation, or suspension of a rental dwelling license or provisional license.

(1) The licensee or applicant shall have paid the required license fee.

(2) Rental dwelling units shall not exceed the maximum number of dwelling units permitted by the Zoning Code.

(3) No rental dwelling or rental dwelling unit shall be over occupied or illegally occupied in violation of the Zoning Code or the Housing Maintenance Code.

(4) The rental dwelling shall not have been used or converted to rooming units in violation of the Zoning Code.

(5) The owner shall not suffer or allow weeds, vegetation, junk, debris, or rubbish to accumulate repeatedly on the exterior of the premises so as to create a nuisance condition under section 227.90 of this Code. If the city is required to abate such nuisance conditions under section 227.100 or collect, gather up or haul solid waste under section 225.690 more than three (3) times under either or both sections during a period of twenty-four (24) months or less, it shall be sufficient grounds to deny, revoke, suspend or refuse to renew a license.

(6) The rental dwelling or any rental dwelling unit therein shall not be in substandard condition, as defined in section 244.1920

(7) The licensee or applicant shall have paid the required reinspection fees.

(8) The licensee or his or her agent shall allow the director of inspections and his or her designated representative to perform a rental license review inspection as set forth in section 244.2000(c).

(9) The licensee shall maintain a current register of all tenants and other persons with a lawful right of occupancy to a dwelling unit and the corresponding floor number, and unit number and/or letter and/or designation of such unit within the building. The register shall be kept current at all times. The licensee shall designate the person who has possession of the register and shall inform the director of the location at which the register is kept. The register shall be available for review by the director or his or her authorized representatives at all times.

(10) The licensee shall submit to the director of inspections or an authorized representative of the director, at the time of application for a rental dwelling license and for just cause as requested by the director, the following information: the number and kind of units within the dwelling (dwelling units, rooming units, or shared bath units), specifying for each unit, the floor number, and the unit number and/or letter and/or designation.

(11) a. There shall be no delinquent property taxes or assessments on the rental dwelling, nor shall any licensee be delinquent on any financial obligations owing to the city under any action instituted pursuant to Chapter 2, Administrative Enforcement and Hearing Process.

b. The licensee or applicant shall have satisfied all judgments duly entered or docketed against the licensee or applicant by any court of competent jurisdiction arising out of the operation of a rental property business. This subsection shall not be found to have been violated if the licensee or applicant demonstrates that the underlying case or action leading to the entry of judgment is being properly and timely removed to district court or otherwise appealed, or when the judgment is being paid in compliance with a payment plan accepted by either a court possessing jurisdiction over the judgment or the judgment creditor or during any period when the enforcement of the judgment has been duly stayed by such a court. This subsection shall become effective January 1, 2008.

(12) There is no active arrest warrant for a Minneapolis Housing Maintenance Code or Zoning Code violation pertaining to any property in which the licensee, applicant or property manager has a legal or equitable ownership interest or is involved in management or maintenance.

(13) a. Any person(s) who has had an interest in two (2) or more licenses revoked pursuant to this article or canceled pursuant to section 244.1925 or a combination of revocations or cancellations shall be ineligible to hold or have an interest in a rental dwelling license or provisional license for a period of five (5) years.

b. Any person(s) who has had an interest in a license revoked pursuant to this article or canceled pursuant to section 244.1925, shall be ineligible from obtaining any new rental dwelling licenses for a period of three (3) years.

(14) No new rental dwelling license shall be issued for the property during the pendency of adverse license action initiated pursuant to section 244.1940

(15) The licensee or applicant must have a current, complete, and accurate rental dwelling application on file with the director of inspections in accord with the provisions of section 244.1840

(16) a. Before taking a rental application fee, a rental property owner must disclose to the applicant, in writing, the criteria on which the application will be judged.

b. Application forms must allow the applicant to choose a method for return of the application fee as either 1) mailing it to an applicant's chosen address as stated on the application form, 2) destroying it 3) holding for retrieval by the tenant upon one (1) business-day's notice.

c. If the applicant was charged an application fee and the rental property owner rejects the applicant, then the owner must, within fourteen (14) days, notify the tenant in writing of the reasons for rejection, including any criteria that the applicant failed to meet, and the name, address, and phone number of any tenant screening agency or other credit reporting agency used in considering the application.

d. The landlord must refund the application fee if a tenant is rejected for any reason not listed in the written criteria.

e. Nothing in this section shall prohibit a rental property owner from collecting and holding an application fee so long as the rental property owner provides a written receipt for the fee and the fee is not cashed, deposited, or negotiated in any way until all prior rental applicants either have been screened and rejected for the unit, or have been offered the unit and have declined to take it. If a prior rental applicant is offered the unit and accepts it, the rental property owner shall return all application fees in the manner selected by the applicant, pursuant to section (b).

f. Violation of this subsection, 244.1910(16), may result in an administrative citation, or may contribute to the denial or revocation of a rental license.

g. This subdivision shall become effective December 1, 2004.

(17) An owner shall not have any violations of Minnesota Rule Chapter 1300.0120 subpart 1, related to required permits, at any rental dwelling which they own or have an ownership interest. A violation of Minnesota Rule Chapter 1300.0120 subpart 1 shall result in a

director's determination of noncompliance notice being sent, pursuant to 244.1930 to the owner regarding the rental dwelling where the violation occurred. A second violation, at any rental dwelling in which the owner has an ownership interest, of Minnesota Rule Chapter 1300.0120 subpart 1, related to required permits, shall result in the issuance of a director's notice of denial, non-renewal, or suspension of the license or provisional license, pursuant to 244.1940 of the Code, for the rental dwelling where the second violation occurred.

(18) The owner, where the owner pays the water bill for a rental dwelling, shall not allow the water to be shut off for non-payment. If water to a rental dwelling has been turned off, for lack of payment by the owner it shall be sufficient grounds to deny, revoke, suspend or refuse to renew a license or provisional license.

(19) The provisions of this section are not exclusive. Adverse license action may be based upon good cause as authorized by Chapter 4, Section 16 of the Charter. This section shall not preclude the enforcement of any other provisions of this Code or state and federal laws and regulations.

(20) A licensee or owner/landlord shall not be in violation of section 244.265 of this Code, which requires owner/landlords to notify tenants and prospective tenants of pending mortgage foreclosure or cancellation of contract for deed involving the licensed property.

(21) Any person, upon a second violation of section 244.1810 by allowing to be occupied, letting or offering to let to another for occupancy, any dwelling unit without having first obtained a license or provisional license, shall be ineligible to hold or have an interest in a rental dwelling license or provisional license for a period of two (2) years.

(22) The owner or licensee shall not be in violation of section 225.780, which requires every owner of a building containing two (2) or more dwelling units to provide for recycling services.

(23) The licensee or applicant shall not have any unpaid fines or fees owing to the City of Minneapolis related to their rental property. (90-Or-235, § 6, 9-14-90; 91-Or-220, § 1, 11-8-91; 94-Or-124, § 1, 9-16-94; 95-Or-097, § 2, 6-30-95; Ord. No. 97-Or-056, § 8, 6-27-97; 99-Or-163, § 5, 12-17-99; 2001-Or-074, § 1, 6-22-01; 2003-Or-070, § 2, 6-20-03; 2004-Or-122, § 1, 10-22-04; 2005-Or-008, § 1, 2-11-05; 2006-Or-115, § 2, 10-20-06; 2007-Or-063, § 1, 8-31-07; 2008-Or-016, § 4, 2-29-08; 2009-Or-044, § 2, 5-22-09; 2010-Or-041, § 1, 4-16-10; 2011-Or-044, § 1, 4-29-11)

244.1920. - Substandard dwelling.

A rental dwelling structure shall be considered substandard if:

(a) At least one dwelling unit within the structure scores twenty-five (25) or more points; or

(b) The entire structure scores more than the points shown below based on the number of units within the structure:

Number of Units	Total Points
1	25
2	30
3	35
4	40
5ormore	10 points per unit; or

(c) Any major violation within the dwelling remains uncorrected. Any single violation scoring six (6) or more points is considered a major violation. For purposes of the point calculation in this section, any combination of four (4) rooming units or shared bath units shall constitute one (1) dwelling unit. Points for a violation in a common area of the structure outside a dwelling unit will not be cumulative on a unit by unit basis. However, twenty-five (25) or more points in the common areas of a structure, including, but not limited to, the entryways, corridors, community rooms, exterior walls and roof, will constitute a substandard structure.

The director of inspections shall cause to be prepared and shall keep on file for public inspection an accurate, complete, and detailed description of each violation used in the point calculation procedure set forth herein. The inspecting officer shall assign points according to the severity of each code violation on a scale from one up to the maximum points possible for such violation. Except when otherwise provided by state law, conditions in the design or structure of a building, such as, but not limited to, the size and dimension of rooms and windows and the electrical and plumbing systems, that were legal under existing codes when built shall not be violations as long as they are maintained in good repair. A violation shall receive maximum points when a required item is completely absent, completely fails to perform its function, or is imminently hazardous to the health or safety of the occupants.

Minneapolis Police Department
Crime Prevention Specialist and Lieutenant Contacts

Effective March 15 2014

4th PRECINCT

SECTOR 1
CPS Rowena Holmes -- 612-673-2833
Rowena.Holmes@MinneapolisMN.gov

SECTOR 2
CPS Rick Maas--612-673-5873
Richard.Maas@MinneapolisMN.gov

SECTOR 3
CPS Tim Hammett -- 612-673-2866
Timothy.Hammett@MinneapolisMN.gov

Lieutenants: 612-673-5704
Community Response Team: Lt. Mike Sauro
Days: Lt. Sean McGinty
Mids: Lt. Mike Friestleben
Nights: Lt. Troy Schoenberger

5th PRECINCT

SECTOR 1 and
SECTOR 2 *West Calhoun, ECCO, CARAG*
CPS Chelsea Adams--612-673-2819
Chelsea.Adams@MinneapolisMN.gov

SECTOR 2
Lyndale, King Field, East Harriet, Linden Hills and SECTOR 3
CPS Jennifer Waisanen--612-673-5407
Jennifer.Waisanen@MinneapolisMN.gov

Patrol Lieutenants: 612-673-5705
Community Response Team: Lt. Todd Gross
Days: Lt. Todd Gross
Mids: Lt. Melissa Chiodo
Nights: Lt. Connie Leaf

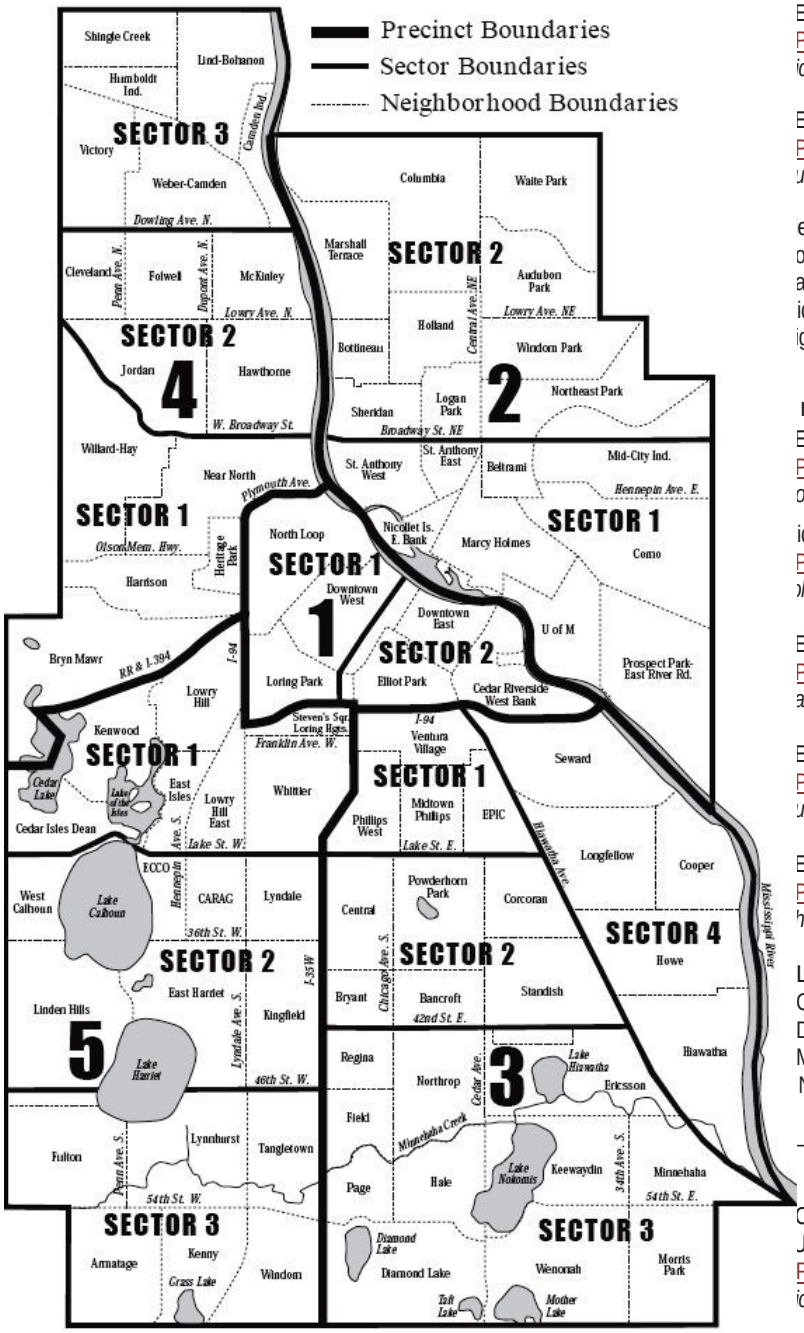
1st PRECINCT

SECTOR 1 & 2 -
Downtown, Loring Park, North Loop, Elliot Park
CPS Reneé Allen -- 612-673-5163
Renee.Allen@MinneapolisMN.gov

SECTOR 2 - Cedar Riverside/West Bank
CPS Ahmed Hassan -- 612-673-5164
Ahmed.Hassan@MinneapolisMN.gov

Cedar Riverside West Bank Safety Center
1601 S. 4th Street
CPS Carla Nielson--612-333-9242
Carla.Nielson@MinneapolisMN.gov

Lieutenants: 612-673-5701
Community Response Team: Lt. Don Harris
Days: Lt. Don Harris
Mids: Lt. Ray Witzman
Nights: Lt. Henry Halvorson



Click here for the most recent version of this map:
http://www.minneapolismn.gov/police/crimealert/outreach_docs_safe-staff-map

Crime Prevention Questions
http://www.MinneapolisMN.gov/police/crimeprevention/
Crime.Prevention@MinneapolisMN.gov

Sign up for Crime Alerts from the MPD
http://www.minneapolismn.gov/police/crimealert/police_crimealert_signup

Police Calls for Service Reports:
311 or 612-673-3000 outside Minneapolis)

Dispute with a neighbor:
Conflict Resolution Center
612-822-9883

2nd PRECINCT

ECTOR 1
PS Nick Juarez--612-673-2797
icholas.Juarez@MinneapolisMN.gov

ECTOR 2
PS Susan Bradshaw--612-673-2874
usan.Bradshaw@MinneapolisMN.gov

eutenants: 612-673-5702
ommunity Response Team: Lt. Bruce Jensen
ays: Lt. Bill Whisney
ids: Lt. Kevin Stoll
ights: Lt. Kelvin Pulphus

rd PRECINCT

ECTOR 1
PS Don Greeley -- 612-673-3482
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idtown Safety Center - 2949 Chicago Av. S.
PS John Baumann--612-825-6138
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ECTOR 2
PS Karen Notsch--612-673-2856
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ECTOR 3
PS Sue Roethele--612-673-2839
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ECTOR 4
PS Shun Tillman--612-673-2846
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Lieutenants: 612-673-5703
Community Response Team: Lt. Dan May
Days: Lt. Mike Taylor
Mids: Lt. Dan May
Nights: Lt. Kim Lund

OUTH RESOURCE COORDINATOR/
JVENILE DIVERSION
PS Rick Maas -- 612-673-3782
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CULTURAL OUTREACH
Somali: CPS Ahmed Hassan-612-673-5164
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TITLE 12 HOUSING*\ Chapter 244. MAINTENANCE CODE\ Article XVI. RENTAL DWELLING LICENSES (Amended)

244.2020. Conduct on licensed premises.

(a) It shall be the responsibility of the licensee to take appropriate action, with the assistance of crime prevention specialists or other assigned personnel of the Minneapolis Police Department, following conduct by tenants and/or their guests on the licensed premises which is determined to be disorderly, in violation of any of the following statutes or ordinances, to prevent further violations.

(1) Minnesota Statutes, Sections 609.75 through 609.76, which prohibit gambling;
(2) Minnesota Statutes, Section 609.321 through 609.324, which prohibits prostitution and acts relating thereto;
(3) Minnesota Statutes, Sections 152.01 through 152.025, and Section 152.027, Subdivisions 1 and 2, which prohibit the unlawful sale or possession of controlled substances;
(4) Minnesota Statutes, Section 340A.401, which prohibits the unlawful sale of alcoholic beverages;
(5) Section 389.65 of this Code, which prohibits noisy assemblies;
(6) Minnesota Statutes, Sections 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, and section 393.40, 393.50, 393.70, 393.80, 393.90 and 393.150 of this Code, which prohibit the unlawful possession, transportation, sale or use of a weapon; or
(7) Minnesota Statutes, Section 609.72, and Section 385.90 of this Code, which prohibit disorderly conduct, when the violation disturbs the peace and quiet of the occupants of at least two (2) units on the licensed premises or other premises, other than the unit occupied by the person(s) committing the violation.

(b) The police department and the inspections division shall be jointly responsible for enforcement and administration of section 244.2020.

(c) Upon determination by a crime prevention specialist, or other assigned police department employee, utilizing established procedures, that a licensed premises was used in a disorderly manner, as described in subsection (a), the responsible crime prevention specialist or other assigned police department employee shall notify the licensee by mail of the violation and direct the licensee to take appropriate action with the assistance of the Minneapolis Police Department to prevent further violations. If the instance of disorderly use of the licensed premises involved conduct specified in paragraphs (a)(2), (a)(3) or (a)(6) of this section the licensee shall submit a satisfactory written management plan to the police department within ten (10) days of receipt of the notice of disorderly use of the premises. The written management plan shall comply with the requirements established in paragraph (d) of this section. The licensee shall implement all provisions of the written management plan within twenty (20) days after acceptance of the management plan by the crime prevention specialist or other assigned police department employee. The notice provided to the licensee of the violation shall inform the licensee of the requirement of submitting a written management plan. That notice shall further inform the licensee that failure to submit a written management plan or failure to implement all provisions of the management plan within twenty (20) days after its acceptance may result in the city council taking action to deny, refuse to renew, revoke, or suspend the license. The established procedures manual is available to the public from the Minneapolis Police Department.

(d) If another instance of disorderly use of the licensed premises occurs within eighteen (18) months, if the premises contains between one (1) and six (6) distinct and separate residential units, or within twelve (12) months, if the premises contains more than six (6) distinct and separate residential units, of an incident for which a notice in subsection (c) was given, the crime prevention specialist or other assigned police department employee shall notify the licensee by mail of the violation. The licensee shall submit a satisfactory written management plan to the police department within ten (10) days of receipt of the notice of disorderly use of the premises. The written management plan shall detail all actions taken by the licensee in response to all notices of disorderly use of the premises within the preceding twelve (12) months. The written management plan shall also detail all actions taken and proposed to be taken by the licensee to prevent further disorderly use of the premises. The licensee shall implement all provisions of the written management plan within twenty (20) days after acceptance of the management plan by the crime prevention specialist or other assigned police department employee. The notice provided to the licensee of the violation shall inform the licensee of the requirement of submitting a written management plan. That notice shall further inform the licensee that failure to submit a written management plan or failure to implement all provisions of the management plan within twenty (20) days after its acceptance may result in the city council taking action to deny, refuse to renew, revoke, or suspend the license. The licensee or the listed agent/contact person for the licensee shall also successfully complete a property owner's workshop at the direction of and in accordance with a schedule set forth

by the police department. Any costs associated with that workshop will be the sole responsibility of the licensee. The notice provided to the licensee of the violation shall inform the licensee of the requirement of the licensee or the listed agent/contact person for the licensee of the requirement to successfully complete a property owner's workshop. That notice shall further inform the licensee that failure to successfully complete the property owner's workshop may result in the city council taking action to deny, refuse to renew, revoke, or suspend the license.

(e) When required by paragraph (d), the rental dwelling license for the premises may be denied, revoked, suspended, or not renewed if the licensee fails to submit a written management plan that satisfies the requirements set forth in paragraph (d), or if the licensee fails to timely implement all provisions of an accepted written management plan, or if the licensee or the listed agent/contact person for the licensee fails to successfully complete a property owner's workshop after a minimum of two (2) approved workshops have been scheduled, offered and held. An action to deny, revoke, suspend, or not renew a license under this section shall be initiated by the director of inspections in the manner described in section 244.1940, and shall proceed according to the procedures established in sections 244.1950, 244.1960, and 244.1970.

(f) If another instance of disorderly use of the licensed premises occurs within eighteen (18) months, if the premises contains between one (1) and six (6) distinct and separate residential units, or within twelve (12) months, if the premises contains more than six (6) distinct and separate residential units, after the second of any two (2) previous instances of disorderly use for which notices were sent to the licensee pursuant to this section, the rental dwelling license for the premises may be denied, revoked, suspended, or not renewed. An action to deny, revoke, suspend, or not renew a license under this section shall be initiated by the director of inspections in the manner described in section 244.1940, and shall proceed according to the procedures established in sections 244.1950, 244.1960, and 244.1970.

(g) No adverse license action shall be imposed where the instance of disorderly use of the licensed premises occurred during the pendency of eviction proceedings (unlawful detainer) or within thirty (30) days after a notice is given by the licensee to a tenant to vacate the premises, where the disorderly use was related to conduct by that tenant or his/her guests. Eviction proceedings shall not be a bar to adverse license action, however, unless they are diligently pursued by the licensee. A notice to vacate shall not be a bar to adverse license action unless a copy of the notice is submitted to the crime prevention specialist or other assigned police department employee within ten (10) days of receipt of the violation notice. Further, an action to deny, revoke, suspend, or not renew a license based upon violations of this section may be postponed or discontinued by the director of inspections at any time if it appears that the licensee has taken appropriate action to prevent further instances of disorderly use.

(h) A determination that the licensed premises have been used in a disorderly manner as described in subsection (a) shall be made upon substantial evidence to support such a determination. It shall not be necessary that criminal charges be brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of such a criminal charge operate as a bar to adverse license action under this section.

If you need this material in an alternative format please call Ahmed Muhumud at 612-673-2162 or email Ahmed.Muhumud@ci.minneapolis.mn.us Deaf and hard-of-hearing persons may use a relay service to call 311 agents at 612-673-3000. TTY users may call 612-673-2157 or 612-673-2626.

Attention: If you have any questions regarding this material please call 311 (or insert your department telephone number)
Hmong - Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800;
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