

## *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.

## *EDUCATION & COMMUNITY INVOLVEMENT*

Rental License Holder agrees to attend the area Block Club meeting when requested to address issues and concerns of the neighborhood that arise from the property. Rental License Holder will also notify the tenants in writing of the Block Club meeting and invite them to attend.

Rental License Holder agrees to attend within one year the Minneapolis Police Department Rental Property Owners Workshop. It is the responsibility of Minneapolis Police Department to notify the Rental License Holder of such scheduled workshops.

Rental License Holder shall provide the publication "Landlords and Tenants Right and Responsibilities" to all current and future tenants. This publication is available free of charge from the Office of the State of Minnesota Attorney General.

Rental License Holder shall provide a copy of the community standards, if the particular neighborhood has adopted a set of standards, to all current and future tenants. Rental License Holder will abide by the Standards when at the property. Copies of existing community standards can be obtained from Minneapolis Police Department Crime Prevention Specialists.

Rental License Holder shall maintain on file a copy of the Minneapolis Housing Maintenance CodeBook. Rental License Holder shall inform all current and future tenants that this is available for their review. This publication is available for a fee from City of Minneapolis Housing Inspection Services.

## *SCREENING*

Applicants will be required to give their consent for a SSN validation, OFAC/Patriot Act search, credit check, criminal history check, sex offender search, rental history profile and Unlawful Detainer history check. All applicants and occupants over age 18 will be required to show government-issued picture identification (to include, but not limited to a driver's license, state identification card or US passport). All residents over age 18 will provide a photocopy of their picture identification.

Rental license holder will employ a tenant screening service to perform tenant screenings. Criminal history checks will be performed for all states in which the applicant(s) resided within the past 7 years.

All new applicants will be charged an application fee of \$29.95 plus a \$1.99 validation fee to coincide with the fee of the screening agency.

The screening agency used will be **[www.e-renter.com](http://www.e-renter.com)**.

## *ACCEPTANCE CRITERIA*

Applicants must have no criminal convictions for homicide, manslaughter, criminal sexual conduct, robbery, narcotics or felony assault within the past five (7) years.

All occupants shall be revealed on the application and listed on the lease. Applicable State of Minnesota Statutes and City of Minneapolis Ordinances shall govern occupancy. No additional people shall live there, including visiting family, baby-sitters and guests. Any additional occupants may be cause for lease termination.

Applicants shall have no Unlawful Detainers in the past (7) years that involve behavior cited in the City of Minneapolis' Conduct on Licensed Premise Ordinance.

Applicants must sign the Rules of Conduct (see attached) in order for the application to be considered.

Applicants providing false or incomplete information will be rejected.

## *LEASE PROVISIONS*

Rental License holder will employ a 6 month or a 1 year lease and will not accept section 8.

Rental License holder will use the Crime Free Lease Addendum (see attached). Crime Free Lease Addendum will be signed by all new and existing tenants. Existing tenants who decline to sign the addendum will be required to sign when their lease is renewed.

## *MONITORING*

Landlord or his/her agent will conduct an inspection walk through of the unit with new tenants prior to their possession of the unit. Landlord will document the condition of the unit through photographs and have the new tenant sign off on the unit's condition.

Landlord or his/her agent will inspect all newly rented units within seven days of the move-in date. Thereafter, complete on-site inspections will be conducted at least once every three (3) months during the first year of tenancy.

Landlord or agent will drive-by the property twice weekly and stop-in at least once monthly. Landlord will continue to build an ongoing relationship with the neighbors to be notified incase of problems or concerns. Landlord will note and address any potential violations of the Minneapolis Housing Code of Ordinances.

Landlord, through these monitoring techniques, will keep close watch over the property and be alert to violations of the Rules of Conduct and/or other activities that threaten the status of the rental license. Landlord will take appropriate steps to prevent potential violations and abate definitive violations.

## *SANCTIONS*

Any violation by the tenants, family members, or their guests, of the Crime Free Lease Addendum will result in the tenant's eviction.

Residents shall be responsible for the conduct of their guests and family members. Residents are liable for all violations of their lease or Rules of Conduct and damage caused by their guests, family members, dependents or themselves. Any lease violation will result in eviction and/or other remedies deemed appropriate. Landlord will provide written warning to tenants of any lease or conduct violations not resulting in immediate evictions.