

ORDINANCE 116, 3d

Introduced by Councilor Brooks

AN ORDINANCE AMENDING CHAPTER 34 – ARTICLE III  
SAFE AND CRIME FREE RENTAL HOUSING PROGRAM

THE CITY OF ALBERT LEA ORDAINS:

That the Code of Ordinances, City of Albert Lea, Minnesota, is hereby amended by adding a section to be numbered, Article III, Sec. 34-40 to Sec. 34-35 which section reads as follows:

**ARTICLE III – SAFE & CRIME FREE RENTAL HOUSING PROGRAM.**

**Sec. 34-40. Program and Purpose.**

The Crime Fee Rental Housing Program is a voluntary three-phase certification program for rental properties of all sizes, including single family rental homes. The program is available to owners and property managers of rental properties located within the corporate limits of the City of Albert Lea. Necessary training and support of the program is designed to provide for the ease of participation. The program is known to be effective in reducing criminal activity in rental properties. It is the policy of the City of Albert Lea to encourage active voluntary participation in the program by all rental property owners and property managers.

**Sec. 34-41. Certification.**

To obtain and maintain certification from the Albert Lea Police Department a member of the Crime Free Rental Housing Program, a rental property owner, or property manager must successfully complete and implement the components of the Crime Free Rental Housing Program within two years from the date of application to the program.

**Sec. 34-42. Components of the program.**

The Crime Free Rental Housing Program contains four components:

- (a) Attendance at and successful completion of the Management Training component, consisting of:
  - (1) The Crime Free Rental Housing Program and ordinance;
  - (2) Rental applications and housing discrimination;
  - (3) Screening and background checks;
  - (4) Lease and lease addendums;
  - (5) Unlawful detainer and eviction;
  - (6) Manager/owner policies and roles;
  - (7) Data privacy;
  - (8) Narcotics and gangs;
  - (9) Section 8, Rental Assistance Program or Housing Choice Voucher Program;
  - (10) Rental licensing.

- (b) Compliance with Crime Prevention Through Environmental Design (CPTED) requirements by owners and agents of rental housing located within the City of Albert Lea. Compliance will be indicated by completion of the following requirements:
  - (1) Single cylinder deadbolt locks with one (1) inch throws installed in each entry door for each dwelling unit;
  - (2) High security strike plate with three (3) inch screws installed in each entry door for each dwelling unit;
  - (3) Door viewer 180 degree peephole installed in primary entry door for each dwelling unit;
  - (4) Anti-lift/slide device installed on all windows and sliding glass doors;
  - (5) Security lighting adequate to illuminate exterior grounds;
  - (6) Landscaping in a manner that provides for visual sight lines;
  - (7) Address numbers shall be visible from the street. The Arabic numbers shall be a minimum of four (4) inches high with a minimum stroke width of one half inch. The numbers shall contrast with their background as per IFC Sec 505.
  - (8) Compliance with all Minimum Housing Code requirements.
  
- (c) At least once every 12 months make available, in cooperation with the Albert Lea Police Department, training for tenants in respect to the following subject areas:
  - (1) The Crime Free Rental Housing program together with the concept of partnerships and sharing responsibilities.
  - (2) Crime concerns and prevention awareness techniques.
  - (3) Application of Neighborhood Watch program/principles.
  
- (d) Include the Crime Free Rental Housing License Addendum on implementation and enforcement as part of all written leases for Crime Free Housing.

**Sec. 34-43. Annual Retraining.**

Following successful completion of the four component program described in Sec. 34-42, rental property owner or agents shall attend annual retraining sessions and maintain compliance with all program components.

**Sec. 34-44. Additional Rental Properties.**

Rental property owners who acquire additional rental properties following the successful completion of the program described in Sec. 34-42 must bring those properties into compliance within two years from the date of acquisition. Rental property managers who add additional properties for which they are responsible following the successful completion of the program described in Sec. 34-42 must bring those properties into compliance within two years from the date of assumption of management responsibilities.

**Sec. 34-35. Decertification.**

Owners or agents who do not maintain compliance with the certification requirements set forth in this section will lose their certification.

- (a) The owner or agent will be notified of proposed decertification by mail postmarked at least fourteen days prior to the proposed date for decertification. The owner or property manager may appeal the decision to decertify by providing written notice to the Albert Lea Police Department prior to the proposed date for decertification.

- (b) Decertification will not occur following an appeal until the owner has been afforded an opportunity for hearing before a Crime Free Rental Housing Officer. The Crime Free Rental Housing Officer shall provide a written notice of his determination to the owners and agents written ten (10) days of the hearing date.
- (c) Unless the owner or agent appeals the decision of the Crime Free Rental Housing Officer to the Police Chief within seven (7) days of issuance of the findings and recommendation, the Police Chief will decertify. If the owner or agent appeals the Crime Free Rental Housing Officer's decision upon a form provided by the Albert Lea Police Department within the prescribed time period, the owner or agent will be afforded an opportunity to have the Police Chief review the findings and recommendations.
- (d) An owner or agent who is decertified will not be eligible to reapply for Crime Free Rental Housing certification for a period of two years following the date of decertification.

That the motion for the adoption of the foregoing resolution was duly seconded by Councilor Olson and upon a vote being taken thereon, the following voted in favor thereof: Councilors Rasmussen, Baker, Marin, Olson, Severtson, Brooks and Mayor Erdman.

And the following voted against the same: None.

Introduced, read the first time March 24, 2008.

Read the second time and passed April 14, 2008.

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Mayor Randall Erdman

Filed and attested April 15, 2008.

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Secretary of the Council