

CITY OF MINNEAPOLIS

Tenant Voter Registration Notice Requirement

Elections & Rules Committee
February 23, 2016

Minneapolis Code of Ordinances

Section 244.2000 (f)

Beginning March 1, 2016, and continuing thereafter, the owner of any dwelling which is required to be licensed by this chapter shall provide information about how a voter may register in the State of Minnesota, in a manner approved by the City, to all tenants aged eighteen (18) or older at the time of first occupancy.

[Ordinance 2015-Or-080]



National Context

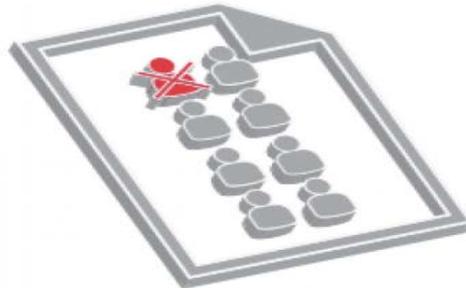
THE CONCERN OVER VOTER REGISTRATION

51
MILLION
ELIGIBLE CITIZENS
NOT REGISTERED



1 in **4**
American citizens
are **not registered**
to vote.

24
MILLION
INACCURATE
REGISTRATIONS



1 in **8**
current registrations are
significantly inaccurate
or **no longer valid**.

Figures courtesy of the Pew Center on the States

Issues & Concerns

BY PROPERTY OWNERS/MANAGERS:

- Program justification
- Scope of property owner/manager responsibility
- Administrative burden
- Enforcement/compliance

BY STAFF:

- Multiple formats
- Distribution management
- Tracking



Project Timeline

- **September 25, 2015** = TNVR Ordinance enacted
- **January 25, 2016** = First communication to property owners, total of 13,600 letters mailed out with details about TNVR Ordinance and requirements
- **February 11, 2016** = Second communication to property owners with literature packet containing program details/requirement**
- **March 1, 2016** = TNVR Ordinance becomes effective



Tenant Notice Requirements

- A tenant should receive two documents—
 - **A Voter Registration information sheet from EVS**
 - Available in 4 languages: English, Hmong, Somali, Spanish
 - **A Voter Registration Application(VRA)**
 - Available in 6 languages on-line: English, Hmong, Russian, Somali, Spanish, and Vietnamese
- On-line PDF documents are presented as a “packet.” A single link will contain both documents.
- Tenants can register on-line (OSS website), or by submitting a printed registration form.

Tenant Packet

Minnesota Voter Registration Application

Complete lines 1 through 8. Please print clearly.

Personal Information & Qualifications

1. Are you a U.S. citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>		IP <small>election office use only</small>	
2. Will you be at least 18 on or before the next election? Yes <input type="checkbox"/> No <input type="checkbox"/> If you mark "NO" to either of these questions, DO NOT complete this form.		M	
		AB	
3. last name or surname	first name	middle name	suffix <small>(Jr., Sr., II, III)</small>
4. address where you live (residence)		apt. number	city zip code
5. if mail cannot be delivered to the address above, provide P.O. Box		city	zip code
6. date of birth (not today's date)	school district (if known)	county where you live	
- - -19			
phone number	email address		
- - -			
7. mark one box and provide the number that applies to you:			
<input type="checkbox"/> I have a MN-issued driver's license or MN ID card number: <input type="text"/>			
<input type="checkbox"/> I do not have a MN-issued driver's license or MN ID card. The last four digits of my Social Security Number are: XXX-XX- <input type="text"/>			
<input type="checkbox"/> I do not have a MN-issued driver's license, a MN-issued ID card, or a Social Security Number.			

Registration Updates - Are you currently registered under a different name or address?

previous last name	previous first name	previous middle name
previous address where you were last registered		city state zip code

Read And Sign Only If All Parts Apply To You.

8. I certify that I:

- will be at least 18 years old on election day;
- am a citizen of the United States;
- will have resided in Minnesota for 20 days immediately preceding election day;
- maintain residence at the address given on the registration form;
- am not under court-ordered guardianship in which the court order revokes my right to vote;
- have not been found by a court to be legally incompetent to vote;
- have the right to vote because, if I have been convicted of a felony, my felony sentence has expired (been completed) or I have been discharged from my sentence; and
- have read and understand this statement, that giving false information is a felony punishable by not more than 5 years imprisonment or a fine of not more than \$10,000, or both.

sign here **X** date: - - -20

Election Judge Official Use Only

W P SD Initials	ID with Current Name & Address ID Number:	Photo ID + Document with Current Name & Address Document Type: Photo ID Number: Driver's License, Learner's Permit or State ID Card U.S. Passport U.S. Military ID Tribal ID Student ID	Other <input type="checkbox"/> Vouched For <input type="checkbox"/> Notice of Late Registration <input type="checkbox"/> Valid Registration in Same Precinct <input type="checkbox"/> Student ID with College List ID Number:
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MINNEAPOLIS
**YourCity.
YourVote.**

2016
Election Information
vote.minneapolismn.gov

Welcome to your new home

With so much to do when moving to a new home, some things can get lost in the shuffle. Don't let registering to vote be one of them. Even if you've registered before, now that you have a new address you need to update your registration.

A voter registration application is included with this information. Making sure you are ready for the next election starts with getting registered today. You can:

- Complete the included application and return it through the mail, or
- Complete the online registration application at vote.minneapolismn.gov/renter.

You are eligible to register and vote in Minnesota if you are:

- A United States citizen.
- At least 18 years old on Election Day.
- A resident of Minnesota for 20 days before Election Day.
- Finished with all parts of any felony sentence.
- See all eligibility requirements at vote.minneapolismn.gov.

Key election dates to know in 2016

Primary Election

- Election Day is Tuesday, August 9.
- Absentee ballots are available starting Friday, June 24.
- Pre-registration deadline is Tuesday, July 19.*

General Election

- Election Day is Tuesday, November 8.
- Absentee ballots are available starting Friday, Sept. 23.
- Pre-registration deadline is Tuesday, October 18.*

*If you miss the pre-registration deadline, you can still register and vote at the polls on Election Day. Please see vote.minneapolismn.gov/voters/ELECTION-DAY-REGISTER for the required proofs of address and identity. Pre-registering saves time and the need to bring any additional documents to the polls.

For additional information about elections and voting

Visit the City of Minneapolis elections and voter services website at:

vote.minneapolismn.gov

or 311 at:

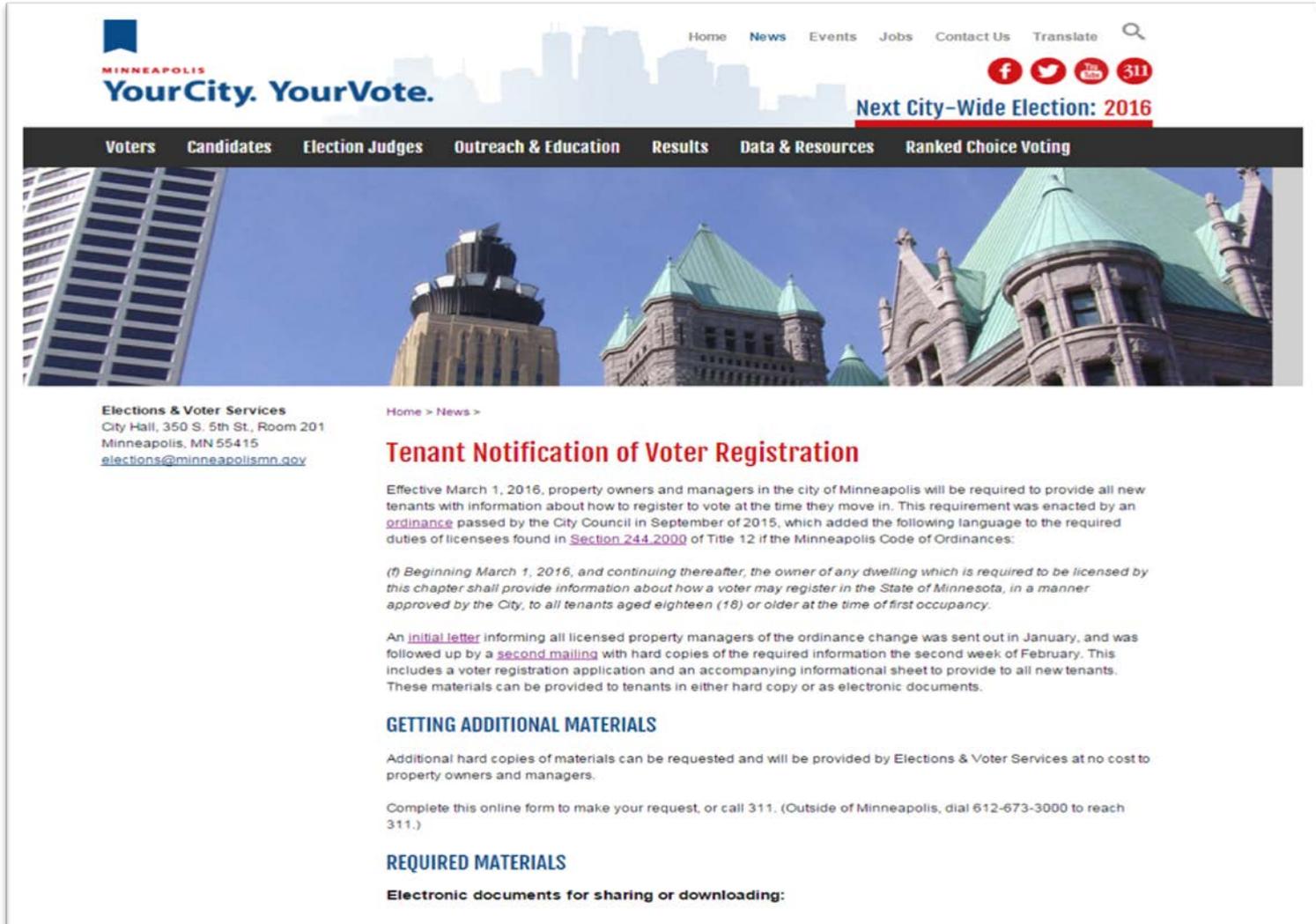
www.minneapolismn.gov/311

Minneapolis
City of Lakes

For reasonable accommodations or alternative formats please contact Minneapolis Elections & Voter Services at 612-673-2350 or email elections@minneapolismn.gov. People who are deaf or hard of hearing can use a relay service to call 311 at 612-673-3000. TTY users can call 612-673-2157 or 612-673-2626. Para asistencia 612-673-2700, Rau kev pab 612-673-2800, Hedli aad Caawmaad u baahintaahay 612-673-3500.

Resources

vote.minneapolismn.gov/resources/TNVR



The screenshot shows the Minneapolis City Website. At the top left is the Minneapolis logo with the tagline "YourCity. YourVote." and a search icon. Navigation links include Home, News, Events, Jobs, Contact Us, and Translate. Social media icons for Facebook, Twitter, YouTube, and 311 are present. A banner for the "Next City-Wide Election: 2016" is displayed. A dark navigation bar contains links for Voters, Candidates, Election Judges, Outreach & Education, Results, Data & Resources, and Ranked Choice Voting. The main content area features a photograph of the Minneapolis skyline. On the left, contact information for Elections & Voter Services is provided. The main article is titled "Tenant Notification of Voter Registration" and discusses a new ordinance effective March 1, 2016, requiring property owners to provide voter registration information to tenants. It includes details about the ordinance, the materials provided to property managers, and instructions on how to request additional materials.

Elections & Voter Services
City Hall, 350 S. 5th St., Room 201
Minneapolis, MN 55415
elections@minneapolismn.gov

Home > News >

Tenant Notification of Voter Registration

Effective March 1, 2016, property owners and managers in the city of Minneapolis will be required to provide all new tenants with information about how to register to vote at the time they move in. This requirement was enacted by an [ordinance](#) passed by the City Council in September of 2015, which added the following language to the required duties of licensees found in [Section 244.2000](#) of Title 12 of the Minneapolis Code of Ordinances:

(f) Beginning March 1, 2016, and continuing thereafter, the owner of any dwelling which is required to be licensed by this chapter shall provide information about how a voter may register in the State of Minnesota, in a manner approved by the City, to all tenants aged eighteen (18) or older at the time of first occupancy.

An [initial letter](#) informing all licensed property managers of the ordinance change was sent out in January, and was followed up by a [second mailing](#) with hard copies of the required information the second week of February. This includes a voter registration application and an accompanying informational sheet to provide to all new tenants. These materials can be provided to tenants in either hard copy or as electronic documents.

GETTING ADDITIONAL MATERIALS

Additional hard copies of materials can be requested and will be provided by Elections & Voter Services at no cost to property owners and managers.

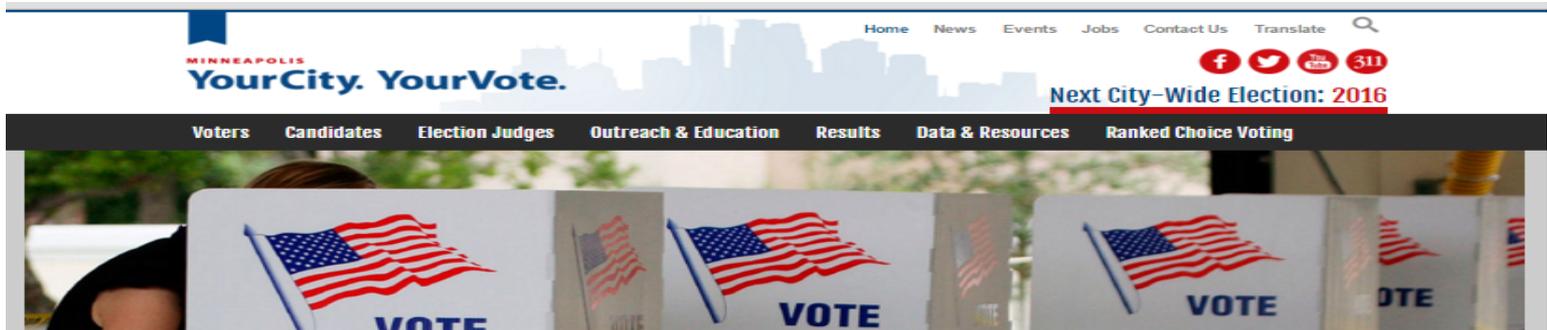
Complete this online form to make your request, or call 311. (Outside of Minneapolis, dial 612-673-3000 to reach 311.)

REQUIRED MATERIALS

Electronic documents for sharing or downloading:

Tenant Voter Resources

vote.minneapolismn.gov/renter



Two options:

1. On-Line

1. Paper Form
(download)

This is a sidebar from the website. At the top, it says "Minneapolis 311 Can Help" in a blue box. Below that, it provides contact information for Minneapolis 311: "Contact Minneapolis 311 weekdays 7 a.m. to 7 p.m. for election and other city information. From outside city limits, dial 612-673-3000." Below this is a red arrow pointing to the "YourVote Guide" section. The "YourVote Guide" lists several options: Register to Vote, Where to Vote, Sample Ballot, Absentee Voting, Voter Assistance, and Elections Updates Signup. At the bottom of the sidebar is a red button that says "View Important Election Dates".

Home >

Registering to vote when you move in

With so much to do when moving, some things can get lost in the shuffle. Don't let registering to vote be one of them. Even if you've registered before, now that you have a new address you need to update your registration.

Register or update your registration now:

[Register Online](#)

In order to complete the registration application online, you must:

- Be eligible to register and vote in Minnesota.
- Provide an email address.
- Provide your identification: Minnesota-issued driver's license, Minnesota ID card, or the last four digits of your Social Security Number.

You are eligible to register and vote in Minnesota if you are:

- A United States citizen.
- At least 18 years old on Election Day.
- A resident of Minnesota for 20 days before Election Day.
- Finished with all parts of any felony sentence.
- Not under court-ordered guardianship where a court has revoked your voting rights.
- Not have been ruled legally incompetent by a court of law.

If you do not have an email address and one of the identification numbers above, or if you would rather complete a paper application, you can download, print, and return your registration form to Elections & Voter Services, by mail or in person, at:

Minneapolis Elections & Voter Services
350 S Fifth Street
Room 201
Minneapolis, MN 55415-1355

VOTER REGISTRATION APPLICATIONS

- Voter Registration Application - English
- Voter Registration Application - English large print
- Voter Registration Application - Hmong/Hmoob
- Voter Registration Application - Somali/Soomaaliga
- Voter Registration Application - Spanish/Español
- Voter Registration Application - Russian
- Voter Registration Application - Vietnamese

[Registration Information Sheet](#)

Ordering Tenant Information Packets

vote.minneapolismn.gov/resources/TNVR-REQUEST

The screenshot shows a web browser window with the URL <http://ecms001q.26210/VOTE/resources/tnvr-request>. The page header features the logo "YourCity. YourVote." and a navigation menu with items: Voters, Candidates, Election Judges, Outreach & Education, Results, **Data & Resources**, and Ranked Choice Voting. A banner at the top right indicates the "Next City-Wide Election: 2016".

The main content area is titled "Tenant Notification of Voter Registration Printed Materials Request". It includes the following text: "The City provides printed materials to rental property owner to meet the requirements of [Minneapolis Code of Ordinances Title 12, Chapter 244](#). Please complete the form below."

The form contains the following fields:

- Name *
- E-mail Address *
- Phone Number * (with a "- Type -" dropdown)
- Mailing Address *
- City * (pre-filled with "Minneapolis")
- State * (dropdown menu with "MN" selected)
- Zip Code *
- Zip Code of Rental Property (add multiple if more than one) *
- Number of copies *
- Language * (dropdown menu with "English" selected)
- Comment

A "Submit" button is located at the bottom of the form.

On the left side of the page, there is a "DATA & RESOURCES" sidebar with links to: Voter Turnout Information, Election Maps, Park & School District Precincts, Election Committee Reports, Official Publications & Notices, Charter Amendment Process, and Redistricting. Below this is a "Minneapolis 311 Can Help" section with contact information: "Contact [Minneapolis 311](#) weekdays 7 a.m. to 7 p.m. for election and other city information. From outside city limits, dial 612-673-3000." At the bottom left is a "YourVote. Guide" section for the "Next election: Aug. 9, 2016" with links to: Register to Vote, Where to Vote, Sample Ballot, and Absentee Voting.

Regulatory Services Notice (website)

minneapolismn.gov/inspections/rental/tenant_notifications

The screenshot shows the website http://www.ci.minneapolis.mn.us/inspections/rental/tenant_notifications. The page title is "Tenant Notification Requirements". The left sidebar contains a menu with "Tenant Notification Requirements" circled in red and a red arrow pointing to it. The main content area includes sections for "Voter Registration Information" (highlighted with a red box), "Environmental Notification Requirements", "South Minneapolis Arsenic Contamination Zone", and "Southeast Como Trichloroethylene Vapor Intrusion Zone".

Regulatory Services
Housing Inspections Services
250 South 4th Street, Room 300
Minneapolis, MN 55415

Free Customer Parking!
[Map and Parking Information](#)

Housing Inspections
Housing Code Information
Rental Property
Application & Forms
Change of Ownership
Conversions
Fees
License Reinstatement
Tenant Notification Requirements
Report a Problem
Problem Properties Unit

[Home](#) > [Housing Inspections](#) > [Rental Property](#)

Tenant Notification Requirements

Minneapolis 311 Poster

[Minneapolis Code of Ordinances 244.2000\(a\)](#) requires that owners of rental property post a [Minneapolis 311 Poster \(pdf\)](#) in a common area of the property.

Voter Registration Information

[Minneapolis Code of Ordinances 244.2000\(f\)](#) requires that owners of rental property provide information about how a voter may register in the State of Minnesota to all tenants who are 18 or older at the time they first move in, beginning March 1, 2016. The City's [Elections & Voter Services Division](#) will be supplying the required information in both electronic and hard copy formats at no cost to property owners for distribution beginning March 1. [Click here for answers](#) to frequently asked questions about this requirement.

Environmental Notification Requirements

[Minneapolis Code of Ordinances 244.275](#) requires owners of rental property in designated environmental testing, abatement, removal, or remediation sites to notify tenants of potential or confirmed environmental contamination.

South Minneapolis Arsenic Contamination Zone

Arsenic contamination was discovered around the site of the former CMC Heartland Lite Yard plant by health agencies who suspected that wind might have blown dust from the site into surrounding neighborhoods. Several companies produced pesticides at the site from 1938 to 1968. The Minnesota Department of Agriculture (MDA) and the US Environmental Protection Agency (EPA) conducted extensive testing on properties surrounding the plant, confirming the contamination, and a [South Minneapolis Arsenic Contamination Zone](#) was established. The plant was located on five acres at the northwest corner of the intersection of Hiawatha Avenue & 28th Street East.

All residential properties, schools, daycares, and parks within a .75 mile radius of the plant site have been sampled to determine the extent of contamination, unless access was denied by the owner.

Southeast Como Trichloroethylene Vapor Intrusion Zone

A source of potential trichloroethylene (TCE) contamination has been identified in the Southeast Como neighborhood where historical waste disposal activities were located at a site owned and operated by General Mills from about 1930 to 1977. From the 1940s to the early 1960s, solvents were disposed of in a soil absorption pit located in the southeast portion of the property at 2010 East Hennepin Avenue. Subsequent discovery of TCE, a commonly-used solvent and degreaser, led to extensive cleanup activities in the area. Some of the groundwater in the area is contaminated and could release vapors that can rise through the soil and seep through basement and foundation cracks into indoor air. This is known as "vapor intrusion."

The Minneapolis Pollution Control Agency (MPCA) will be overseeing an investigation by General Mills. MPCA is requesting that property owners cooperate with General Mills and its contractors to allow soil vapor sampling in and around your home or building. A map of the contamination zone is available [here](#).

The East Hennepin property itself is currently a state and federal Superfund site. However, extensive groundwater testing over many years has shown that TCE concentrations have substantially decreased and the groundwater plume itself has stabilized. It no longer



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Elections & Rules Committee

DATE, 2016