Request for City Council Committee Action from the Department of Regulatory Services

Date April 24, 2006

To Don Samuels, Chair, Public Safety and Regulatory Services

Referral to Paul Ostrow, Chair, Ways and Means Budget Committee

Subject **Appropriation increase for Tenant Remedy Act Program (note, this is a revision to the General Appropriation Resolution)**

Recommendation:

Request City Council approval to:

(1) Approval to accept funding of $200,000 from the Family Housing Fund to implement a Tenant Remedy Act program that is funded with a revolving fund

(2) Increase the appropriation for the Regulatory Services Department in Fund 0600-Agency 835-Organization 8560 by $200,000

(3) Increase the revenue estimate for the Regulatory Services Department in Fund 0600-Agency 835-Organization 8560 by $200,000

(4) Authorize the proper City authorities to execute a letter of agreement with Family Housing Fund for acceptance of the $200,000 funding

(5) Authorize Court ordered activities associated with the Tenant Remedy Act Program

Previous Directives

Ordinance **244.185. Revolving fund for rental property emergency repair. Adopted 7/2002 and Revised 1/27/06**

Prepared or Submitted by Lee Larson, Manager of Operations Support and Jo Ann Velde, Deputy Director of Housing Inspections

Approved by

_____	_____	_____
Rocco Forte Assistant City Coordinator Regulatory Services & Emergency Preparedness	*Henry Reimer* Director of Inspections Regulatory Services	*Steven Bosacker* City Coordinator

Permanent Review Committee (PRC) Approval _____ Not Applicable __X___
Note: To determine if applicable see http://insite/finance/purchasing/permanent-review-committee-overview.asp

Policy Review Group (PRG) Approval ____ Date of Approval ____ Not Applicable _X___
Note: The Policy Review Group is a committee co-chaired by the City Clerk and the City Coordinator that must review all requests related to establishing or changing enterprise policies.

Presenters in Committee: JoAnn Velde, Deputy Director of Housing Inspections

Financial Impact (Check those that apply)

___ No financial impact (If checked, go directly to Background/Supporting Information).

_X__ Action requires an appropriation increase to the ____ Capital Budget or __X__ Operating Budget.

_X__ Action provides increased revenue for appropriation increase.

___ Action requires use of contingency or reserves.

___ Business Plan: ____ Action is within the plan. ____ Action requires a change to plan.

___ Other financial impact (Explain):

_X__ Request provided to department's finance contact when provided to the Committee Coordinator.

Community Impact

City Goals

Background/Supporting Information Attached

The Tenant Remedy Act (TRA) Program is authorized in State law, Minn. Stat. 504B.395 et seq. that seeks to obtain rental property owners' compliance with applicable local ordinances, lease provisions or state law regarding covenants of habituality. A tenant, neighborhood organization, or a governmental entity may file a TRA.

The City Attorney's Office ran a pilot program from 7/01 to 8/02 for the TRA. It required close coordination between Regulatory Services and the City Attorney's Office. This coordination proved to be very successful. It resulted in successful repair of over 50 rental properties in the City. Now the program is shifting to be institutionalized within the Regulatory Services Department. Regulatory Services and the City Attorney's Office are working together to develop procedures and forms to standardize the process.

The Family Housing Fund has agreed to seed the program with $200,000. A revolving fund will be established where funding received from various sources, such as rents, landlord collections, and special assessments will be used to continue to provide services.