

July 13, 2018

Dear Property Owner / Agent:

Enclosed, please find your annual rental licensing renewal notice. Maintaining quality rental housing for our residents is a high priority for the City of Minneapolis and your continued partnership is an important component of achieving this goal. Please note this letter contains important information about upcoming proposed changes in our rental license program.

IMPORTANT INFORMATION REGARDING PROPOSED CHANGES TO RENTAL LICENSE FEES FOLLOWS

The City has undergone an extensive fee study that included analyzing our current rental license fee structure. The study found that the cost of our current rental license program is \$9 million and that the revenue generated by the program is \$2.5 million. To continue to provide a high-quality program that ensures safe rental housing for residents and timely and accurate services to property owners it is proposed that the annual rental license fees be raised. A public hearing regarding the fee study and the scope of the proposed rental license fee increase will be held on **July 24, 2018 at 1:30 p.m., in Room 317 at City Hall.**

If the annual rental licensing fees are raised, a new rental license bill will be issued to all rental property owners in early 2019. This bill will be reflective of the fee change and will also be prorated to reflect your 2018 payment. Detailed information regarding the public hearing and fee study can be found at www.minneapolismn.gov/licensing.

To ensure proper processing of your existing 2018 payment, please follow the instructions below:

1. Use the return envelope provided
2. Enclose the renewal voucher with your payment
3. Write your rental license number clearly on your check
4. Do not combine your rental license payment with other payments to the City
5. Pay the exact amount indicated on your voucher
6. Provide us with an updated email address written on the voucher
7. If you wish to close your rental license please contact 311 if inside Minneapolis or (612) 673-3000 if you are outside of the city

Following these simple steps and paying on or before August 31, 2018 will ensure compliance with our rental licensing ordinance and prevent penalties from being applied. **Penalties for late payment include a 25% late fee applied if received after September 1, 2018. A \$500 citation and rental license revocation action may commence if payment is not received by October 15, 2018.** Late payments may also impact your Tier placement in 2019.

We value your business and partnership with the City of Minneapolis and look forward to our continued relationship. If you have questions, please do not hesitate to contact 311 if you are inside Minneapolis or (612) 673-3000 if you are outside the city.

Sincerely,



Noah Schuchman
Director of Regulatory Services