

To: **Mayor and City Council**
Through: **Ryan Schroeder, City Manager**
From: **Melissa Sonnek, City Planner**
Date: **April 27, 2020**

Rental License Application Review – 224 Thompson Ave E

BACKGROUND INFORMATION:

Mr. Reed Zwick is the owner of a rental property located at 224 Thompson Avenue East. City Staff first became aware of the property potentially serving as a rental in late 2016, which a compliance letter was sent shortly thereafter. Staff received a rental application for the property in January of 2017. However, due to an extended application period, the property was not formally licensed until 2018.

Since this time, the property owner has been late to submit the required items as well as minimally responsive to the remaining renewal requirement. As a part of the rental license renewal in 2019, City Staff indicated that the completion of the Minnesota Crime Prevention Association's Phase One: Management Training course is required for all rental property owners pursuant to City Code section 150.037 (N). The property owner stated at that time that he was unable to attend the class since he and his family lived in Europe and he was unable to pay his property manager to attend (see attached email correspondence).

City Staff made this requirement clear in early October of 2019. His 2019 rental license was approved on January of 2020 and as with all rental licenses, he was still required to complete the training within 12 months of license approval. *To date* he has not completed the training and he now has applied for renewal for his 2020 rental license.

City Staff is recommending denial of the 2020 rental license application due to the applicant's failure to complete the management training. Notice of this hearing was sent to the property owner on April 6th, 2020. There has been no explanation or correspondence from the property owner about this incomplete requirement or about the recommendation for denial.

STAFF RECOMMENDATION:

Based on the information provided above Staff recommends City Council deny the 2020 rental license application for the following reason:

1. Failure to complete the required Management Training, pursuant to City Code Section 150.037 (N) within 12 months of approval the original rental license or renewal license.

ATTACHMENTS:

Email Correspondence
Resolution for Denial