August 1, 2015

CITY OF COON RAPIDS RECEIVED
AUG 5 2015
BUILDING INSPECTIONS DEPT.
2:30pm

City of Coon Rapids
11155 Robinson Drive NW
Coon Rapids, MN 55433

Re: Citation 21316-25435, and other citation
Property 10348 Xavis St. rental license

To whom it may concern.

I received a citation for 300 dollars (citation #21316-25124) back in May. I misunderstood the inspector and thought that the fee was waived so I never paid it. That was a mistake. I inherited the property and was learning how the inspection and license system worked.

In June I received a citation for 1200 dollars (citation #21316-25435). I never saw the second citation for ~~600~~ ? dollars so was unaware of my non-compliance on the first violation.

Had I not misunderstood the inspector I certainly would have paid the 300 dollars and not let the bill get larger or let the violations continue. This was an error in communication not a refusal to comply.

I am asking to only be charged the original $300.00 citation instead all 3 violations.

I apologize for the misunderstanding. Thank you. If you have any questions please contact me at 763- [redacted].

Sincerely

Heidi K. Meade
Owner

#21-31-24-41-0007 , $900.

Welcome to the Web site of
Anoka County
Minnesota

Property Details

Parties

Property ID	21-31-24-41-0007	Situs Address	10348 XAVIS ST NW , COON RAPIDS, MN 55433-0000

Parties

Role	Percent	Name	Address	Since	To
Mortgage Company	100.00	PHH MORTGAGE	95 METHODIST HILL DR STE 100, ROCHESTER, NY 14623 UNITED STATES	08/22/2015	Current
Owner	100.00	CHARLES J MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current
Owner	100.00	HEIDI K MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current
Taxpayer	100.00	CHARLES J MEADE	23868 UTE ST NW, SAINT FRANCIS, MN 55070-0000 UNITED STATES	11/29/2006	Current

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Version 1.0.5316.24372

Property Report

Report Date: 8/31/2015

PROPERTY ADDRESS: 10348 XAVIS ST PIN: 213124410007

Work Order #21316 Rental Renewal OPEN

Task Name	Projected Start	Actual Start	Assigned To	COMMENTS
Applications	3/5/09	3/5/09	POSCH, MICHELLE	RECVD
License issued		3/31/09	POSCH, MICHELLE	issued license
Crime Free Training	4/20/10	3/30/10	POSCH, MICHELLE	REGISTERED - MAPLE GROVE PD - 4/20-21/10 - LEFT MESSAGE 02/08/2011 TO SEND CERTIFICATE.
Information Sent	1/4/11	1/4/11	DRABCZAK, LEYA	renewal sent 1/4/2010 170.00 requested docs
Fee Paid	1/25/11	1/25/11	DRABCZAK, LEYA	CK # 6596 PD $ 170.00
Crime Free Training		2/9/11	POSCH, MICHELLE	COMPLETED PLYMOUTH TRAINING - 4/20,21/2010
License Renewal Due		2/13/11		
Next Inspection Due		2/13/11		
Rental Inspection	2/9/11	2/13/11	POSCH, MICHELLE	AT 11:00 W/BOB - 0 POINTS
License issued	2/13/11	2/13/11	POSCH, MICHELLE	
License Renewal Due		1/31/12		
Next Inspection Due		1/23/14		
INFORMATION SENT		1/20/12	DRABCZAK, LEYA	renewal sent 100.00
FEE PAID		1/31/12	HINTZE, CINDY	No updates to contact info. Paid $100 check 5262.
LICENSE ISSUED		1/31/12	HINTZE, CINDY	
INFORMATION SENT		2/1/13	DRABCZAK, LEYA	renewal sent $100.00
LICENSE RENEWAL DUE		2/25/13		
FEE PAID		2/25/13	POSCH, MICHELLE	PD $100 CK NO 5674
LICENSE ISSUED		2/25/13	POSCH, MICHELLE	
LICENSE RENEWAL DUE		9/25/14		
EDUCATIONAL MATERIAL		3/7/13	HINTZE, CINDY	Background Check letter sent. See attachments for letter.
INFORMATION SENT		12/31/13	POSCH, MICHELLE	RENEWAL $170
FEE PAID		1/22/14	POSCH, MICHELLE	PD $170 CK NO 5980
RENTAL INSPECTION	4/2/14	7/31/14	POSCH, MICHELLE	NO SHOWS 2/5/2014 AND 4/2/2014 Inspection never took place; completing task - activated License Renewal Due again so it shows on Expired License Report. CH 7/31/14
CITATION ISSUED		4/3/14	POSCH, MICHELLE	$300 NO LICENSE -
CITATION REINSPECT	5/1/14	3/17/15	POSCH, MICHELLE	$300 NO LICENSE INSPECTION - 2 NO SHOWS 2/5 & 4/2/2014
CITATION ISSUED		8/11/14	DRABCZAK, LEYA	300.00 citation for failure to renewal rental license

PROPERTY ADDRESS: 10348 XAVIS ST PIN: 213124410007

CITATION FEE APPLIED		9/11/14	DRABCZAK, LEYA	no communication from owner 300.00 citation forwarded to finance dept.
CITATION ISSUED		9/11/14	DRABCZAK, LEYA	600.00 citation for non renewal of rental license. Citation closed - owner has responded on 9.19.14 and scheduled renewal inspection. MBS
COMMUNICATE W OWNEF		9/18/14	DRABCZAK, LEYA	ld returned call and left message
COMMUNICATE W OWNEF		9/19/14	SMALL, MATT	Owner called to schedule renewal inspection. Owner claims that she did not receive inspection letters. Explained to owner that all citations except for the citation issued 9.11.14 must be paid or will be assessed to taxes.
RENTAL INSPECTION		9/25/14	SMALL, MATT	Inspection completed 3 points - 3 year inspection cycle.
COMMUNICATE W OWNEF	1/21/15	1/21/15	DEGRANDE, KRISTIN	Owner Heidi 763- ` called regarding pending assessment against rental property. She was confused why is she being charged since she now has a current license. I returned call and left vm that she complied after 2nd citation, 1st one was charged
LICENSE RENEWAL DUE	3/1/15	7/21/15		
COMMUNICATE W OWNEF		3/17/15	SMALL, MATT	Phone discussion with owner regarding expired status of license. Explained to owner that 2014 license has not been issued due to outstanding repairs. Owner didn't call to schedule re-inspection. 2014 license cycle has expired and owner needs - cont..
COMMUNICATE W OWNEF		3/17/15	SMALL, MATT	continued from last entry... to begin renewal process for 2015 license cycle. License expires annually on March 1 of every year and non-compliance doesn't change the license expiration date. Owner scheduled re-inspection for 3.26.15
INFORMATION SENT		3/17/15	SMALL, MATT	Renewal sent $100 for 2015 - 16 license cycle. 2014 license was not issued due to outstanding repairs that were not completed.
FOLLOW-UP INSPECTION	10/27/14	3/26/15	SMALL, MATT	Re-inspection completed and passed.
CITATION ISSUED		4/22/15	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed. $300.00 citation issued for expired rental license
CITATION FEE APPLIED		6/2/15	DRABCZAK, LEYA	$300.00 citation fee applied for expired rental license. No communication from owner as of 6.2.15
ASSESSMENT		6/2/15	DRABCZAK, LEYA	300.00 TO FINANCE DEPT NO RESPONSE FROM OWNER, NO CHANGE IN ANOKA CO RECORDS, MAIL NOT RETURNED.
CITATION ISSUED		6/3/15	DRABCZAK, LEYA	600.00 FOR NON RENEWAL OF RENTAL LICENSE.
CITATION FEE APPLIED		6/24/15	DRABCZAK, LEYA	$600.00 citation fee charged for expired rental license. No communication from owner as of 6.24.15
ASSESSMENT		6/24/15	DRABCZAK, LEYA	NO RESPONSE FROM OWNER NO CHANGE IN ANOKA CO RECORDS. 600.00 TO FINANCE DEPT. NO MAIL RETURNED.
CITATION ISSUED		6/24/15	DRABCZAK, LEYA	1200.00 FOR EXPIRED RENTAL LICENSE
COMMUNICATE W OWNEF		6/26/15	DRABCZAK, LEYA	ld returned call to owner heidi, she states she is confused and received citations and she did not understand them. ld explained issues and send renewal forms again as owner has misplaced them. Owner states she has not been opening her mail.
COMMUNICATE W OWNEF		7/21/15	SMALL, MATT	Discussion with owner at City Hall regarding Citations for expired rental license. Owner paid 2015-16 license fee. Advised owner that she will need to pay or appeal the citation charges or these will be assessed to the taxes.
FEE PAID		7/21/15	SMALL, MATT	Paid $100 check 6381.
LICENSE ISSUED		7/29/15	SMALL, MATT	2015 - 2016 license issued.
APPEAL SUBMITTED		8/5/15	SMALL, MATT	Written appeal submitted by owner - attached.
LICENSE RENEWAL DUE	3/1/16			
NEXT INSPECTION DUE	3/1/17			

Report Date: 8/31/2015

PROPERTY ADDRESS: 10348 XAVIS ST PIN: 213124410007

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
Citation # 23836 12-903(1) Rental Dwelling License Required.	**4/3/14** 5/1/14 compliance date	300	POSCH, MICHELLE	SCHEDULE A RENTAL LICENSE INSPECTION BY COMPLIANCE DATE.	HEIDI MEAD ISSUE DATE: 04/03/2014 23868 UTE ST ST FRANCIS, MN 55070
Citation # 24493 12-903(1) Rental Dwelling License Required.	**8/11/14** 8/31/14 compliance date	300	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 8/12/2014 23868 UTE ST STA FRANCIS, MN 55070
Citation # 24580 12-903(1) Rental Dwelling License Required.	**9/11/14** 9/30/14 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 9-11-2014 23868 UTE ST ST. FRANCIS, MN 55070
Citation # 25124 12-903(1) Rental Dwelling License Required.	**4/22/15** 5/22/15 compliance date	300	DRABCZAK, LEYA	renew expired rental license, property is currently unlicensed.	HEIDI MEADE ISSUE DATE 4/22/2015 23868 UTE ST ST FRANCIS, MN 55070
Citation # 25313 12-903(1) Rental Dwelling License Required.	**6/2/15** 6/23/15 compliance date	600	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 6/3/2015 23868 UTE ST ST FRANCIS, MN 55070
Citation # 25435 12-903(1) Rental Dwelling License Required.	**6/24/15** 7/17/15 compliance date	1200	DRABCZAK, LEYA	RENEW EXPIRED RENTAL LICENSE	HEIDI MEADE ISSUE DATE 6/25/20153 23868 UTE ST ST FRANCIS, MN 55070

Files attached to this work order:

\WorkOrder\21316\10348 XAVIS ST LIC 2012.pdf
\Rental Database\rental licenses\10348 XAVIS ST.doc
\Code Enforcement Files\Housing\INSPECTION LETTERS 2011\103048 XAVIS ST.doc
\Rental Database\rental licenses\10348 XAVIS ST CERT 2011.doc

Report Date: 8/31/2015

PROPERTY ADDRESS: 10348 XAVIS ST PIN: 213124410007

\Rental Database\rental licenses\10348 XAVIS ST LIC 2011.doc
\WorkOrder\21316\20140123091022185.pdf
\WorkOrder\21316\2014 Insp Rprt_004.pdf
\WorkOrder\21316\2015 Appeal.pdf
\WorkOrder\21316\2015 Rental License.pdf
\WorkOrder\21316\20130225123830887.pdf
\WorkOrder\21316\background letter_0015-4.pdf

End of Report for 10348 XAVIS ST

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

February 25, 2013

HEIDI MEADE
223868 UTE ST
ST FRANCIS, MN 55070

RENTAL DWELLING LICENSE #21316

RENTAL ADDRESS 10348 XAVIS ST

Thank you for completing the Rental Dwelling Licensing process. The attached license is valid for one year. A *renewal notice* will be sent prior to the license expiration.

Michelle Posch
Housing Inspector
City of Coon Rapids
763-767-6575

cc:

License Fee: $100.00 License No. 21316

COON RAPIDS
Minnesota

RENTAL DWELLING LICENSE

By order of the Coon Rapids City Council, a license is hereby granted to:

HEIDI MEADE
TO OPERATE A RENTAL DWELLING AT

10348 XAVIS ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing March 1, 2013 and terminating on March 1, 2014 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of February 25, 2013.

ATTEST: _____
Michelle Posch, Compliance Official

City of Coon Rapids Rental License Inspection Report

WO# 21316 Page 1 of ___

Owner	Date of Inspection: 9-25-14
Rental Address: 10348 Xavis St.	Time: 11:00
Contact: Heidi Mead	☐ Charge Reinspection
Phone # / Cell #	Arrival Time: 11:00 / Departure Time: 11:45

A. GENERAL INFORMATION: No. BR's: 1 2 3 4 5 ___ Inspected by: M

Type of Inspection: New Rental (Renewal) Other ___ 911 Escort: Yes (No)

Type of Housing: (Single Family) Townhome Twinhome Apartment Mobile Home

B. CHECK LIST	P	F	I
1. Living Room			
1.1 Living room present			
1.2 Electricity			
1.3 Electrical hazards			
1.4 Security			
1.5 Window condition			
1.6 Ceiling condition			
1.7 Wall condition			
1.8 Floor condition			
1.9			
2. Kitchen			
2.1 Kitchen area present			
2.2 Electricity			
2.3 Electrical hazards			
2.4 Security			
2.5 Window condition			
2.6 Ceiling condition			
2.7 Wall condition			
2.8 Floor condition			
2.9 Stove/Range/Oven			
2.10 Refrigerator			
2.11 Sink			
2.12 Food stor/prep/serv			
2.13			
3. Bathroom Location			
3.1 Bathroom present			
3.2 Electricity			
3.3 Electrical hazards			
3.4 Security			
3.5 Window condition			
3.6 Ceiling condition			
3.7 Wall condition			
3.8 Floor condition			
3.9 Flush toilet			
3.10 Wash basin			
3.11 Tub/Shower			
3.12 Ventilation			
3.13			

4. Other Rooms								
Room Code: 1. Bedroom 2. Dining 3. Family 4. Halls/Corridors 5. Other	Location							
4.1 Room code								
4.2 Electricity/illumination								
4.3 Electrical hazards								
4.4 Security								
4.5 Window condition								
4.6 Ceiling condition								
4.7 Wall condition								
4.8 Floor condition								
4.9								

5. Secondary Rooms	P	F	I
5.1 None (go to pt. 6)			
5.2 Security			
5.3 Electrical hazards			
5.4 Other hazards			

6. Building Exterior	P	F	I
6.1 Foundation condition			
6.2 Stairs/Rails/Porches			
6.3 Roof/Gutters			
6.4 Exterior surfaces (siding)			
6.5 Chimney			
6.6 Garage storage			
6.7 Storage		X	

P–PASS F–FAIL I–INCONCLUSIVE

7. Heating/Plumbing	P	F	I
7.1 Heating equip adequate			
7.2 Safety of heating equip.			
7.3 Ventilation/cooling			
7.4 Water heater			
7.5 Water supply			
7.6 Dryer venting			
7.7			
8. Health and Safety			
8.1 Access to unit			
8.2 Fire exits			
8.3 Infestation—Evidence			
8.4 Garbage/debris			
8.5 Refuse disposal			
8.6 Int. stairs/halls-common			
8.7 Interior Hazards			
8.8 Carbon monoxide		X	
8.9 Fire extinguishers			
8.10 Smoke detectors		X	
8.11			

C. INSPECTION HISTORY

Date	ETA	Results		
9/25/14	11:00	Pass	(Fail)	No Show
/ /	:	Pass	Fail	No Show
/ /	:	Pass	Fail	No Show
/ /	:	Pass	Fail	No Show

Total Points: 3 Inspection Cycle in Years: 3

EXPLANATION OF FAIL/ INCONCLUSIVE RATING:

- Remove prohibited items being stored outside incl. weight equip, furniture, storm door, etc.
- Secure cover on main elect. fuse panel in bsmt. mech room
- Repair, replace smoke alarm in bsmt. and install carbon monoxide alarm
- Install smoke alarm in hallway of 2nd level outside of bedrooms.
- Repair, replace smoke alarm in SE bdrm & NW
- Install carbon monoxide alarm outside of 2nd level bdrms.
- Remove bdrm furniture away from windows as needed.
- Install supply grill on 2nd level bathroom
- Re-install loose & missing tiles in 2nd level bath.

* Please make repairs within 30 days of this notice.

☐ No reinspection required City ordinance 12-900

☒ Reinspection Required - Call 763-767-6575 when repairs are complete

COON RAPIDS Minnesota

Neighborhood Reinvestment
11555 Robinson Dr NW
Coon Rapids, MN 55433

ADMINISTRATIVE CITATION

Citation # 21316-25124

Violation Notice

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

ISSUE DATE 4/22/2015

Property Address: **10348 XAVIS ST**
COON RAPIDS, MN

PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 4/22/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
05/22/2015	renew expired rental license, property is currently unlicensed.	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	$300

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

Refer to the attached/enclosed Administrative Citation Program brochure for the Notice of Appeal form, including instructions for requesting a time extension, and additional information.

If a second or subsequent Citation is issued within 180 days of the same or similar violation, the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the penalty will be waived. In addition to any penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317 and/or abatement costs.

You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Continued on next page

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Leya Drabczak
Housing Inspector
763-767-6420

cc:

COON RAPIDS
Minnesota

SECOND VIOLATION
ADMINISTRATIVE CITATION

Citation # 21316-25313

Violation Notice

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

ISSUE DATE 6/3/2015

Property Address: **10348 XAVIS ST**
COON RAPIDS, MN

PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/2/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
06/23/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	$600

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

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Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Leya Drabczak
Housing Inspector
763-767-6420

cc:

THIRD VIOLATION
ADMINISTRATIVE CITATION

Citation # 21316-25435

Violation Notice
HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

ISSUE DATE 6/25/20153

Property Address: **10348 XAVIS ST**
COON RAPIDS, MN

PIN: 213124410007

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. On 6/24/15 the following violation(s) of Coon Rapids City Code was found at the above property address:

Compliance Date	Violation & Corrective Action	Code Section & Summary	Penalty
07/17/2015	RENEW EXPIRED RENTAL LICENSE	12-903(1) Rental Dwelling License Required. -- No person shall occupy a rental unit prior to obtaining a rental license.	$1200

To avoid the above penalty/penalties, you **must** do one of the following:

1. Correct the violation(s) **on or before** the Compliance Date noted above. To be sure all issues are resolved, you may arrange for a City inspection **before** the Compliance Date noted above.

2. Contact the inspector below to arrange a time extension for compliance. You must sign a time extension agreement **on or before** the Compliance Date noted above.

3. Appeal the inspector's decision **on or before** the Compliance Date.

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Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, all costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Inspectors are often not in the office. If you would like to speak with, or schedule an appointment with, the inspector regarding this citation, please call the number below.

Leya Drabczak
Housing Inspector
763-767-6420

cc:

Paid + 100.00 ✓ 6381
M.B.S. 7-21-15

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

Rental License Renewal Application

June 26, 2015

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

EXPIRED License:	**21316**
Amount Due:	**$100.00***
Payment is past due.	

Please verify all information and make corrections as needed:

RENTAL ADDRESS	10348 XAVIS ST		
OWNER NAME	HEIDI MEADE	COMPLEX NAME	
OWNER ADDRESS	23868 UTE ST	RENTAL TYPE	SINGLE FAMILY
OWNER CITY STATE ZIP	ST FRANCIS, MN 55070	NUMBER OF BUILDINGS	1
OWNER PHONE NO.	763-228-0902	NUMBER OF UNITS	1
OWNER DOB	0 AM	MANAGER NAME	
AGENT NAME		MANAGER PHONE	
AGENT ADDRESS		ONSITE MANAGER	
AGENT CITY STATE ZIP		ONSITE MGR ADDRESS	
AGENT PHONE NO.		ONSITE MGR PHONE NO.	
AGENT DOB		EMERGENCY PHONE	
EMAIL ADDRESS			

Do you still own this property? (Yes) No If no, date of sale: _____

Name and address of Buyer: _____

Return this entire form with your payment made payable to the City of Coon Rapids. If an inspection is required, a letter will be sent indicating the date and time of the inspection. If no inspection is required, your Rental License will be mailed to you. Failure to renew the license may result in an Administrative Citation of $300 or more.

If you have any questions, please contact Matt Small, Housing Inspector, at 763/767-6575.

Signature: _____ Date: 7-21-15

** If you choose to pay by electronic bank payment, please include a copy of your payment confirmation with this renewal form. Be aware that electronic payment will delay the processing of the rental license renewal.*

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS
Minnesota

July 29, 2015

HEIDI MEADE
23868 UTE ST
ST FRANCIS, MN 55070

Rental Dwelling License #21316

Rental Address: 10348 XAVIS ST

Thank you for completing the Rental Dwelling Licensing process. Enclosed is your license. A *renewal notice* will be sent prior to the license expiration.

Matt Small
Housing Inspector
763-767-6575

cc:

License Fee: $100.00

License No. 21316

COON RAPIDS
Minnesota

RENTAL DWELLING LICENSE

By order of the Coon Rapids City Council, a license is hereby granted to:

HEIDI MEADE

TO OPERATE A RENTAL DWELLING AT

10348 XAVIS ST

in the City of Coon Rapids, County of Anoka, State of Minnesota, for the period commencing March 1, 2015 and terminating on March 1, 2016 at midnight.

This license is granted pursuant to the submitted application and payment of fees therefore. This license is subject to the laws and rules of the State of Minnesota and the City Code and regulations of the City of Coon Rapids pertaining thereto, and is subject to suspension or revocation for violation thereof. This license is non-transferable.

In testimony whereof, we have hereunto subscribed our names and affixed the seal of the City of Coon Rapids this day of July 29, 2015.

ATTEST: _____

Matt Small, Housing Inspector