

MANAGEMENT POLICY #112

DATE: September 2, 2014

SUBJECT: Notification of Landlords

Beginning October 1, 2014, the Beatrice Board of Public Works shall offer the following options to any landlord with a property served with utilities by the Beatrice Board of Public Works:

1. A landlord may choose not to have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will not receive any notification.
2. A landlord may have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will not be notified when this transfer occurs.
3. A landlord may have the utilities at any property they own automatically transferred into their name in the event a tenant terminates service or is disconnected for non-payment. The landlord will be notified when this transfer occurs.
4. A landlord may choose not to have the utilities at any property they own automatically transferred into their name in the event a tenant is disconnected for non-payment. The landlord will receive notification if the utilities remain disconnected for two (2) consecutive business days.

Options 1 and 2 shall be offered free of charge. Options 3 and 4 shall be offered for a fee.

For landlords having 1-5 properties:	\$180 annual fee
For landlords having 6-15 properties:	\$300 annual fee
For landlords having 16-25 properties:	\$420 annual fee
For landlords having 26+ properties:	\$600 annual fee

Any landlord signing up for any one of these options shall do so for a calendar year beginning October 1st and ending September 30th. The landlord shall sign up for the same option for all of the properties they own. Each separate service location shall be considered a separate property. The landlord shall pay any fee associated with the option they choose, in full, at the time they sign up. Landlords signing up after October 1st shall have their fee prorated. Any landlord that buys or sells enough properties during the year to move into a different classification shall pay or receive the prorated difference in the annual fee. The landlord shall be responsible for providing the Beatrice Board of Public Works a list of all properties that they own. The landlord shall be responsible for ensuring that their contact information is kept continually current. Any landlord who does not sign up by September 30th each year shall automatically be enrolled in Option 1.



Tobias J. Tempelmeyer
General Manager