
Rental Property Registration Program

City Council

23 February 2015

Rental Property Registration

Anticipated registration	1,900 – 2,000 properties
Actual registration	2,018 properties

Rental Property Registration

2,018 rental properties

3,557 rental units

1,434 single-family rental properties/units

**Single-family = 71% of rental properties
= 40% of rental units**

Personnel – Community Development RP Specialist

- 1. Assists landlords with registration**
- 2. Maintains Rental Property database**
- 3. Assists landlords, tenants and other staff with rental property issues**
- 4. Staff support to City's prosecutor for adjudication hearings (regarding rental properties only)**

Personnel – Police Department RP Specialist

- 1. Liaison between police department and landlords**
- 2. Links Police data with Rental Property data**
- 3. Conducts seminars and training**

Program revenue and costs

How much was collected from registration fees?

\$52,325

Program revenue and costs

Personnel Costs*

Wages, part-time employees, 2	50,317
Background checks	135
Drug tests	122
TOTAL PERSONNEL COSTS	\$50,574

* Since program inception, March 2014 and projected through new FY

Program revenue and costs

Capital Outlay*

Computer equipment	1,443
Software acquisition	9,766
TOTAL CAPITAL COSTS	\$11,209

* Since program inception, March 2014

Program revenue and costs

Contractual Services*

Printing	25
Professional services	102
Annual software maintenance	1,595
TOTAL CONTRACTUAL COSTS	\$1,722

* Since program inception, March 2014

Program revenue and costs

Supplies*

Office supplies, postage	877
Conference attendance	100
TOTAL SUPPLIES COSTS	\$977

* Since program inception, March 2014

Program revenue and costs

Total Program Costs*

Personnel	50,574
Contractual services	1,722
Supplies	977
Capital outlay	11,209
TOTAL COSTS	\$64,482

* Since program inception, March 2014

Program revenue and costs

Total costs for 1 st year of operation	64,482
Total revenues	52,325
	(\$12,157)

Program improvements

Expanded landlord training

Voluntary landlord certification

Program improvements

CPTED

Legal notices

Police Dept procedures

Integration w/ Comm Dev

Best practices in other cities

Program improvements

Some success stories...

...a word from Mike Lehmann

Program improvements – Why?

Housing Characteristics in Freeport

HOUSING UNITS*	12,277
RENTAL HOUSING UNITS**	3,557
RENTAL HOUSING UNITS =	28.9%

*US Census estimate, 2013

**Rental Property Program registration total, Dec 31, 2014

Program improvements – Why?

Police Incidents*

TOTAL INCIDENTS AT ALL RESIDENTIAL	626
TOTAL INCIDENTS AT RENTAL UNITS	500
PERCENTAGE OF INCIDENTS AT RENTAL	79.8%

*Over 29,000 police incidents annually. Data is a random sample of 10 days from each quarter.

Program improvements – Why?

In Perspective

RENTAL UNITS AS % OF ALL UNITS	28.9%
PERCENTAGE OF INCIDENTS AT RENTAL	79.8%

Proposed Budget

Personnel (total cost for 2 part-time)	43,656
Landlord training program	10,000
Rental handbook	1,000
Software license and customization	5,000
Capital outlay (computer equipment)	2,000
Other printing and supplies	2,250
Employee training and memberships	2,000
TOTAL COSTS	\$65,906

Registration fees in other municipalities

DeKalb

Fee = \$50 per property + \$15.24 for each unit over two

Examples:

Fee for 2-unit bldg = \$50

Fee for 4-unit bldg = \$80.48

Registration fees in other municipalities

Skokie*

Fee = \$25 per unit

Examples:

Fee for 2-unit bldg = \$50

Fee for 4-unit bldg = \$100

* Skokie , unlike Freeport, has many large apartment buildings

Registration fees - Current

1-unit property	\$25
2-4 unit properties	\$35
5 and 5+ unit properties	\$45

Registration Fees - Suggested

1-unit	\$25
2 units	\$35
3-4 units	\$50
5-9 units	\$100
10-14 units	\$150
15 and 15+ units	\$175

Rental Properties

Unit Break-Out

Type of Rental	# Properties Registered Dec 31, 2014	Rental Units per Property	Total Units
1-unit	1434	1	1434
2-unit	371	2	742
3-unit	48	3	144
4-unit	65	4	260
5-unit	10	5	50
6-unit	14	6	84
7-unit	4	7	28
8-unit	35	8	280
9-unit	5	9	45
10-unit	7	10	70
11-unit	4	11	44
12-unit	0	12	0
13-unit	2	13	26
14-unit	3	14	42
15-unit	0	15	0
16-unit	3	16	48
≥ 17	13	20	260
Totals	2018 Properties		3557

Questions?