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**PUBLIC SAFETY EXAM**  
2023 Landlord Public Safety Seminar-On Line

Date \_\_\_\_\_

Please Print \_\_\_\_\_  
First Name Last Name

Address of rental property \_\_\_\_\_

Please complete each test question and use a black pen. The test is segmented into seven videos. A score of 70% is considered passing. If you fail this exam you are required to re-take the exam within 30 days at no additional charge. If you fail a third time you will be required to retake the exam and pay an additional fee.

Please circle an answer for each of the following test questions.

**COMMUNITY DEVELOPMENT REGULATIONS – STAFF RENTAL HOUSING DIVISION**

1. What is the minimum square inch total area of clear opening for an existing egress window in a rental unit? \_\_\_\_\_
2. If you are installing a window well for an egress window in a basement, what are the minimum dimensions allowed? \_\_\_\_\_
3. Where must you install carbon monoxide detectors?
  - a. In all bedrooms
  - b. 10' outside the bedroom(s)
  - c. In a mechanical room
  - d. All the above
4. How many years from the date of manufacture must smoke alarms be replaced?
  - a. 10 years
  - b. Every 2 years in sync with the rental inspection
  - c. Only when the detector beeps
  - d. Never, once a smoke detector is installed the device does not require replacement
5. What is the minimum ceiling height requirement for the main floor and upper floors of a rental property?
  - a. 6'-0"
  - b. 6'-5"
  - c. 6'-8"
  - d. 7'-0"
6. What is the minimum required ceiling height for stairways in a rental property?

- a. 6'-4"
  - b. 6'-3"
  - c. 6'-2"
  - d. 6'-1"
7. Extension cords can be used as a source of permanent wiring.
- a. True
  - b. False
8. What is necessary for the safe operation of a garbage disposal to prevent an electrical shock?
- a. Splash guard
  - b. Romex clamp
  - c. Operated quietly without screeching
  - d. All of the above
9. What are the main reason(s) a building inspection is performed in a rental property?
- a. To ensure the residence is safe for the occupants and their visitors
  - b. To ensure the rental unit meets with minimum standards of the housing codes
  - c. To identify safety hazards for the property owner to resolve
  - d. All the above
10. What are the main reason(s) a landlord is required to arrange for a re-inspection 30 days after their building inspection?
- a. To avoid legal action for renting without an expired rental license
  - b. To ensure all code items cited are properly resolved
  - c. To comply with city codes and avoid tenant complaints
  - d. All the above
11. If a landlord does not correct code violations, what maximum legal sanctions can the City Attorney impose against a landlord?
- a. Appearing for court is optional
  - b. Required court appearance before a judge, criminal misdemeanor charge, a fine of up to \$1000, and jail
  - c. Revocation of a rental license
12. The number of tenants allowed in a rental property is based on the total habitable square feet of the residence/unit. What rooms are considered habitable?
- a. Bedrooms, Living room and Family Room
  - b. Dining room, Kitchen, and Den
  - c. Bathrooms, closets and stairways
  - d. All of the above
  - e. Only a & b above

**SHERIFF'S OFFICE - (Civil Warrants Division)**

13. If you are to have the Sherriff's Office serve eviction papers, file with:
- a. The Sheriff's Office
  - b. The Police Department
  - c. The District Court
  - d. All of the Above

14. To serve eviction papers, they must be:
  - a. Served at least 7 days and no more than 14 days
  - b. Served at least 1 day and no more than 5 days
  - c. Served 5 days and no more than 15 days
  - d. None of the Above
  
15. The Sherriff's Office charges:
  - a. \$85 for the first two persons and \$10 for any additional persons
  - b. \$95 for the first two persons and \$10 for any additional persons
  - c. \$100 for the first two persons and \$10 for any additional persons
  - d. \$50 for the first two persons and \$10 for any additional persons
  
16. Papers can be served personally or posted. Before posting there must be:
  - a. 1 day attempt and 2 night attempts
  - b. 1 day attempt and 1 night attempt
  - c. 2 day attempts and 2 night attempts
  
17. After a Writ of Execution is served/posted, the landlord must allow:
  - a. 24 hours before taking action
  - b. 36 hours before taking action
  - c. 48 hours before taking action
  - d. 72 hours before taking action
  
18. What book was Attorney Travis Ohly referring to during his presentation?
  - a. His notes
  - b. Landlord & Tenants Rights and Responsibilities booklet
  - c. None of the Above
  
19. What significant action(s) can a landlord can do to prevent problems in rental property?
  - a. Register the rental property with the City of Rochester
  - b. Conduct a pre-rent inspection walk through and exit walk through inspection with your tenant
  - c. Implement a well written lease that includes the Crime Free addendum
  - d. Perform a uniform background check for all tenants
  - e. Promptly resolve any building code violations
  - f. All of the above
  
20. The main reason the Public Safety Class is taught educate landlords & managers how to identify and keep criminal activity out of their rental property(s).
  - a. True
  - b. False

### **LEASE AGREEMENTS AND LEGAL - ATTORNEY TRAVIS OHLY**

21. If you have a rental lease and implement a "no pet policy" for your rental property, can you legally refuse to rent to an applicant with a legitimate "service animal?"
  - a. Yes
  - b. No
  
22. What is the interest a landlord must pay on a security deposit?
  - a. 5%
  - b. 2%
  - c. 1%

23. If a tenant pays his or her rent late, what percentage of the monthly rent may a landlord charge the tenant as a late fee?
- 8%
  - 5%
  - 2%
24. A tenant vacates the property on the last day of the lease and provides a forwarding address to the landlord. How soon must the landlord return the security deposit or provide a written explanation as to why the security deposit will not be returned?
- 30 days
  - 21 days
  - 45 days
25. How long must a landlord retain the tenant(s) abandoned property?
- 28 days
  - 21 days
  - 30 days

**DISORDERLY USE NOTICES AND COMMUNITY ACTION TEAM (CAT TEAM – SGT GREG JEARDEAU**

26. A Disorderly Use Notice can be issued by the police for domestic assault.
- True
  - False
27. A Disorderly Use Notice may be given for overcrowding.
- True
  - False
28. A Disorderly Use Notice violation may be issued for the odor of marijuana or possession of a small amount of marijuana (less than 42.5 grams).
- True
  - False
29. The rental lease must have an addendum that contains a clause providing that disorderly conduct is both a material breach of the lease and the grounds for termination of the lease.
- True
  - False
30. Disorderly Use Notices stays on the record of a rental property for how long?
- 3 months
  - 6 months
  - 9 month
  - 12 months
31. The Disorderly Use Notices are sent to the landlord by:
- Rochester Police Department
  - Building Safety
  - City Attorney
  - City Administrator

32. Trespassing a person requires them to be physically on the property at the time of the trespass warning.
- True
  - False
33. If a **second** Disorderly Use Notice is sent to the landlord, the owner must provide a written plan submitted to the police department as to what action the owner is taking to prevent a **third** Disorderly Use Violation.
- False
  - True
34. The CAT Team works directly with what groups to solve community problems?
- Neighborhood Associations
  - Landlords
  - Rochester Building Safety
  - All of the above
35. Which of the following is considered a landlord best practice?
- Completing a background check on the tenant, and anyone else listed on the lease
  - Having a Crime Free Addendum on a rental lease
  - All of the above
  - None of the above
36. When responding to problems or calls for service involving rental properties, officers are taught to:
- Always make an arrest or issue a citation
  - Never give warnings
  - Contact the property owners at the time of the incident
  - Use discretion

### **INVESTIGATIONS CIU TEAM – SGT CHAD BLANCHETTE**

37. What is the main reason people sell drugs?
- Initiation into a gang
  - Money
  - Need a job that pays well
38. Methamphetamine is a very powerful depressant.
- False
  - True
39. Name one reason why prescription drugs have increased in popularity.
- Availability
  - Purity
  - Variety
  - Perception they are safe
  - All the above
40. Name the things to look for as signs of drug use or sales by tenants.
- Paraphernalia
  - Frequent short term traffic
  - Heavy traffic
  - Traffic at odd hours

- o. Suspicious behavior and suspicious people
  - p. Complaints from neighbors
  - q. Your own observations
  - r. All of the above
41. Select the things that you as a landlord can do to address potential drug problems in or on your property:
- a. Have a well written lease
  - b. Let your tenant know drug related activity will not be tolerated and will be grounds for kicking them out and take action when there are problems
  - c. Call police when activity is happening
  - d. Write down license plates of suspicious vehicles
  - e. Start working on the problem early and be active in resolving the issue
  - f. All of the Above
42. Name a factor(s) that might initiate a drug investigation from the RPD Narcotics Unit
- a. Complaints from citizens
  - b. Complaints from officers
  - c. Informant Information
  - d. Arrests or citations issued
  - e. Use of informants or undercover officers
  - f. Use of intelligence and investigative techniques
  - g. All of the above
43. Sex trafficking in Rochester is not a problem
- a. True
  - b. False

**THANK YOU FOR YOUR PARTICIPATION!**



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Upon completion of this **Landlord Public Safety Seminar, On-line version** exam, please submit to the Building Safety Department for grading.

- Submit the completed exam to our office via mail, fax or email, along with the \$50.00 fee.
- The fee for the exam is \$50.00. Cash, check, or credit card payments accepted. Checks may be made payable to the City of Rochester.
- A passing grade of 70% is required. The fee covers two attempts to pass the exam. Should further attempts be necessary, another \$50.00 fee will be due.
- Our office will notify you with the test results, usually within 1-2 business days of submission. Your completion certificate will be mailed to you.

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By signing this test, I certify that I have viewed and understand the information provided in the On-line version of the Public Safety Seminar. ***(Please print clearly)***

Signature \_\_\_\_\_

**Please Print**  
Organization/Business Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**Please provide us with your rental property address or addresses to verify and document your participation:**

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***(If you are responsible for more than one rental, please use the rental update sheet.)***