

MESA POLICE TENANTS HANDBOOK



A CRIME PREVENTION GUIDE FOR MULTI-HOUSING COMMUNITIES

CRIME FREE LEASE APPENDUM

The person who signed the lease is responsible for the actions of their family and guests and could be evicted based on those actions!

Read more inside...

VEHICLE BURGLARY #1 CRIME IN RENTALS

Easy steps to take to reduce your chances of being a victim !

See Vehicle Security Page 11...

WHY A TENANTS HANDBOOK?

This handbook was designed specifically for tenants of rental communities. The first part promotes the peaceful enjoyment of the rental community and the second part provides crime prevention measures to protect property and deter crimes which occur in multi-housing.

There are three (3) ways criminal activity comes into a rental community. The criminal lives there, they visit friends there, or they randomly come to the property to commit crimes.

The police cannot solve crime problems alone. Neither can the management or residents of rental properties. But by working together, the end result has been the most successful approach to crimes in rental communities.

Rental properties are small communities where people live, and many raise a family. It is important to view each property as a community within a community. Residents need to feel they are a vital part of a healthy community. When residents feel at home, they are more apt to take pride and ownership of the area.

Rental communities have a large number of residents living closely together with the expectation of a peaceful enjoyment of the premises. At times, residents may display behavior or activity that can be very annoying or disruptive to other residents. Sometimes, the police may even become involved and enforcement action may be taken.

The property management in most cases will be notified by the police or other residents of the activity and action can be taken by the management in the form of an immediate eviction for violation of the **CRIME FREE LEASE ADDENDUM** or serve a 10-day notice for breach of the rental agreement. This would apply to loud music or parties, verbal or physical fights, rowdy behavior, drugs or other breaches of the rental agreement.

In Arizona, a resident who receives a second same or similar non-compliance notice (during the entire term of tenancy) can be served a non-curable notice to vacate the unit in 10 days. (See State Statute 33-1368 for more details). Civil court may issue an **immediate eviction** if drugs are involved (according to State Statute 13-1368).

Crime Free Lease Addendum

Lease addendums are a vital part of multi-housing in an effort to keep illegal activity off rental property. A lease addendum is a civil contract between a landlord and tenant whereby the rental applicant agrees prior to tenancy to abide by the rules of the property and not to participate in or allow criminal activity to occur on or near the property. The Crime Free Lease Addendum was developed to give reasonable notice to new residents (at the time they enter into the rental agreement) about activities or behaviors that contradict property rules, regulations, lease agreements or state statutes. The Landlord Tenant Act, § 33-1368 supports the Crime Free Lease Addendum in the State of Arizona.

The key point to remember is: the person who signed the lease is responsible for the actions of other residents in the household and guests. This means that if you, any members of the family or any quests or friends violate the terms listed in the Crime Free Lease Addendum, the person on the lease can be served with an eviction. While criminal cases require probable cause to arrest an offender, civil cases only need a preponderance of evidence to evict a resident engaging in criminal activity.

● NOTICE ●

The lease holder is responsible for the actions of their family and guests and could be evicted based on those actions!!!

Ensure you are taking the steps to protect your rental history from evictions by reminding your family and guests to remain law biding at all times.

Noise Disturbance Ordinance

The ordinance addresses many types of noise, including parties and social gatherings or events, which result in disturbing the peace and quiet enjoyment of our community.



What does the noise ordinance include?

The standard is based on reasonableness and applies to **noise that is loud, excessive or disruptive, and includes, but is not limited to, electronic devices, vehicles, animals and people.** If the noise is intermittent or continuous for a period of at least 15 minutes, OR if it is after 10:00 p.m. but before 6:00 a.m., AND exceeds the property line, AND disturbs the peace and order of the neighborhood or a person of ordinary sensibilities, it can be considered a violation of the ordinance.

Disruptive Party Noise

A "disruptive party, gathering or event" means a group of two or more persons who have assembled or are assembling on any private property, including property used to conduct business, in a manner which **disturbs the peace and quiet of the neighborhood, or a reasonable person** of normal sensibilities, and/or creates noise as described in the ordinance.

What happens if a citizen calls the police?

You can remain anonymous when you call. If the activity is determined to be a threat to the peace, health, safety or general welfare of the public, an officer will respond to the gathering and will issue an order to the responsible party or parties to immediately disperse the gathering. In addition to the order of dispersal, the officer(s) can arrest the offenders for violations of state law or local ordinance. Responsible parties can include the home owner, property manager, the person making the noise, a sponsor or sponsors of an event, and any person in attendance. They can all receive a violation. **The first violation includes a fine of \$250.00 for each individual or entity responsible.**

What happens if police respond a second or subsequent time?

If police respond a second or subsequent time, the responsible parties will receive a second violation of \$500.00. A third call resulting in a violation has a fee of \$2,500.00.

● **NOTICE** ●

All infractions can include cost recovery for law enforcement at the discretion of the court.

Contacting the Mesa Police

EMERGENCY - 911 NON-EMERGENCY (480) 644-2211

Who Can Report Crime?

All Mesa residents can be involved in crime prevention. Mesa Police is asking that all citizens take the time to report suspicious and/or criminal activity in an effort to reduce crime in our city.

When Can We Report?

As soon as you see activity; 24 hours a day, 7 days a week! Crime has no set schedule and the Mesa Police work around the clock!

Do We Have to Give Our Name When Reporting?

No, you can choose to remain anonymous, but it is helpful if you leave a name and phone number in case an Officer needs to ask for additional information. However, we will need the who, what, when, and where of the activity.

Online Police Reporting

The Mesa Police Department offers an online police reporting option for the public. This web-based reporting system allows the public to file certain incident types (Shoplifting, Theft, Identity Theft, Hit & Run and Lost Property) over the Internet at their convenience.

This service allows the public to file a report at a time that is best for them, without having to wait for an officer to respond or call them back. You will be able to print a temporary copy of the report upon submitting the report. The report will be reviewed by police personnel and, once approved, the filing person will receive an e-mail with a copy of the report attached without cost. The report will transfer into the Mesa Police Department's Records Management System and receive the same investigation and statistical analysis ability as if the report had been filed by a police officer.

To file a report, visit:

www.mesaaz.gov/police/CitizensReports/default.aspx



FOR EMERGENCIES DIAL **911**
Remain Anonymous

TEXT-A-TIP

Help keep your community safe & remain anonymous

1. TEXT YOUR TIP
To **274-637 (Crimes)**



2. Start your text message with keyword:
mesapd

Some reasons to text a tip:

- Criminal activity
- Drugs
- Wanted persons

3. Add us as a contact
274-637 (Crimes)

4. Text us anytime you have information about a crime

CrimeReports.com

By joining Crime Reports, Mesa citizens are able to create alerts of crimes reported near their home or work and receive bulletins on crimes or subjects being sought are sent directly to their e-mail account.

For additional information and instructions, please visit:
www.crimereports.com/agency/mesa

Curfew for Minors

It is unlawful for a minor to be in, or upon a public street, sidewalk, alley, right-of-way, or other public place in the City if:

Under the age of SIXTEEN (16) between the hours of ten (10:00) P.M. and five (5:00) A.M.

Between the ages of SIXTEEN (16) and EIGHTEEN (18) years old between the hours of twelve (12:00) midnight and five (5:00) A.M.

The provisions of this Section **do not** apply:

- To legally emancipated minors.
- To minors who are accompanied by a parent or guardian.
- To minors who are in the pursuit of a lawful trade, occupation, work, business, or profession.
- If their presence is necessitated by an emergency, medical or otherwise, involving themselves or another.
- If their presence is due to attendance at or return from functions sponsored by or related to religious, school, civic, or nonprofit organizations.
- If the minor had permission prior to the date and time of the offense.

PENALTY:

Any person convicted of a curfew violation shall be guilty of a misdemeanor and shall be punished by a fine not to exceed two thousand five hundred dollars (\$2,500.00) or by imprisonment not to exceed six (6) months, or by both fine and imprisonment. Mesa City Ordinance #2825 (Mesa City Code 6-6-1) 10/94

**To report a curfew violation, contact the
Mesa Police Department at: (480) 644-2211**

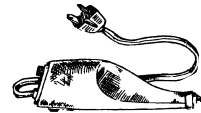
● **NOTICE** ●

The multi-family community in which you live may have a curfew rule. Please inform your children as to any curfew rules and of this ordinance to avoid eviction or court penalties!!!

Residential Burglary

Multi-family properties such as apartments and condos fall victim to residential burglary and theft even with gates and security patrol. Many of these crimes occur through unsecured windows and doors. A large majority of those victims could have prevented the loss of their property with a few proactive steps:

- Close all windows and doors, even when leaving for just a few minutes.
- Utilize any window and door locking devices provided by the property (thump locks for windows, dowels or pins for sliding doors).
- Set lights, radio or television on timers during the day and night to give the appearance of an occupied home.
- **ANSWERING THE DOOR:** Use the peephole so you can see who is outside without opening the door. A short chain between the door and the jamb is not a good substitute because it can be broken easily. Don't open the door to anyone you do not know without first verifying that person's identity., but you should let them know someone is home. Do not ignore it! **If you do not have a peephole, ask the property management to install one for you.**
- Keep curtains and blinds closed at night and when away.
- Recheck window and door security **after visitors and parties** to ensure a window or door was not left unsecure for re-entry later.
- Record all serial numbers (see page 9) and engrave driver's license or state ID# on valuables and electronics.
- Mesa Police has partnership with "Leads OnLine" to provide a free, secure database for your use. In addition, if you do become a victim, you can go to the website and complete a stolen property form on-line that can be printed off and sent to the Mesa Police to be added to your incident report.
- Go to: **www.mesaaz.gov/police/**
Then Click on the "**Citizens Record Your Property**" picture on the bottom of the Web page.



PROPERTY RECORD

Name _____

Insurance Comp. _____

Insurance Phone # _____

Policy # _____

DL# _____ St _____ Exp _____

Date of Inventory _____

All items should be photographed and receipts filed with this form or one similar.

SOUND EQUIPMENT / TV / VCR / CAMERAS				
<i>ITEM</i>	<i>MAKE</i>	<i>MODEL</i>	<i>COLOR</i>	<i>SER#</i>

COMPUTER EQUIPMENT			
<i>ITEM</i>	<i>MAKE</i>	<i>MODEL</i>	<i>SER#</i>

GUN / SPORTING GOODS				
<i>CALIB</i>	<i>MAKE</i>	<i>MODEL</i>	<i>FINISH</i>	<i>SER#</i>

BICYCLES / SCOOTERS / ETC.				
<i>ITEM</i>	<i>MAKE</i>	<i>MODEL</i>	<i>COLOR</i>	<i>SER#</i>

***** JEWELRY *** ANTIQUES *****
Attach photographs and appraisals
for all items unable to be engraved.

OTHER PROPERTY (Power Tools, Etc.)			
<i>ITEM</i>	<i>MAKE</i>	<i>MODEL</i>	<i>SER#</i>

Vehicle Security

SECURE YOUR VEHICLE

- Lock your car – half of all vehicles stolen are left unlocked
- Take your keys
- Park in well-lighted areas – car thefts occur mostly at night
- Don't leave your car running, even for a minute
- Completely close your car windows
- Do not leave valuables in plain view! Remove electronics (MP3, CD or DVD players, GPS systems or other valuable possessions from the car. **Lock all valuables in your trunk or take them with you!**
- Use a steering wheel lock
- Use an alarm device which will activate a siren, horn or lights -- to frighten the thief away before he is able to steal your car.

USING OPERATION I.D. FOR VEHICLE SECURITY

- With an electric engraver, etch your Arizona Driver's License number preceded by the letters "AZ" on CD & DVD players, GPS systems and other removable items
- Obtain serial numbers of all vehicle electronics and in-dash stereos prior to installation

USE "ANTI-THEFT" DEVICES

- Consider the purchase and installation of security devices, such as:
 - A locking gas cap
 - Locking devices for batteries, wheels, tailgates & license plates
 - Secure your catalytic converter with a security strap
 - Utilize security straps and tamper proof screws to secure stereo amplifiers and big box speakers

ARIZONA WATCH YOUR CAR PROGRAM

Registered participants display the "Watch Your Car" decal in the window of their vehicle. If a police officer sees the vehicle in operation between the hours of 1 am and 5 am, when the majority of auto thefts occur, they have the right to pull it over and question the operator. The officer will be able to determine if the vehicle has been stolen and will notify the vehicle's owner immediately.

Register online at: www.azwatchyourcar.com
click on the Watch Your Car link or by calling:
1-888-NO-THIEF



Protect Your Valuables

Tools, equipment, trailers and vehicles including: ATV's, boats and bikes can be stolen. By taking a few extra steps, you can reduce your chances of becoming victimized.

- Secure your property with heavy chains or cables
- Consider using a wheel boot to secure trailers or boats
- Use better quality locks to secure equipment
- Remove valuables from vehicles and back of trucks
- Document serial number, make and model of all equipment
- Engrave your drivers license number on tools and equipment
- Park in a locked garage when possible
- Park vehicle or trailer with equipment in well-lit locations
- Park where the vehicle can be seen by others
- Contact the police if you observe suspicious activity

DON'T BE A VICTIM OF BIKE THEFT! Secure your bike...

Bicycles can be stolen from just about any place, but simple precautions can deter would-be bike thieves.

- Always lock your bike securely, whether your gone for a few minutes or a few hours
- If your bike is at home, keep it inside your home, shed or garage.
- Keep it locked securely to a bike rack, post, tree or other stationary object
- Use a U-Lock, securing both wheels and the frame
- Record the serial number of your bike
- Keep the sales receipt from the purchase of the bike
- Photograph the bike
- Mark your bike with your drivers license or state ID number



Mesa Police Crime Prevention Website Resources

CITY OF MESA WEBSITE

www.mesaaz.gov

MESA POLICE DEPARTMENT

www.mesaaz.gov/police/Default.aspx

CRIME PREVENTION BROCHURES

www.mesaaz.gov/police/Literature/Default.aspx

CRIME STATISTICS

www.crimereports.com/agency/mesa

MESA CITY CODE BOOK

www.mesaaz.gov/clerk/CodeBook/code_home.aspx

ARIZONA TENANTS RIGHTS HANDBOOK

www.azag.govcivil_rightsTenantRightsResponsibilities.pdf

ARIZONA LANDLORD AND TENANT ACT

[www.azsos.gov/public_services/publications/
residential_landlord_tenant_act/](http://www.azsos.gov/public_services/publications/residential_landlord_tenant_act/)

ARIZONA MULTI-HOUSING ASSOCIATION

www.azama.org

**A more detailed, expanded version of this
tenant's guide is available for download at:**

www.Mesaaz.gov/police/literature/pdf/TenantHandbook.pdf

PHONE NUMBERS YOU MAY NEED
Area codes are 480 unless otherwise specified

EMERGENCY ~ 911

NON EMERGENCY ~ 644-2211

AZ COALITION AGAINST DOMESTIC VIOLENCE ~ (602) 279-2900

MESA POLICE GENERAL INFO ~ 644-2324

MESA ALARM COORDINATOR ~ 644-2699

CENTER AGAINST FAMILY VIOLENCE ~ 644-4075

COMMUNITY INFORMATION & REFERRAL ~ (602) 263-8900

CRIME PREVENTION ~ 644-2300

EAST VALLEY CRISIS SHELTER ~ 835-5555

ELECTRIC—APS ~ (602) 371-7171

ELECTRIC—SRP ~ (602) 236-8888

ELECTRIC—MESA ~ 644-2265

FIRE PREVENTION ~ 644-2622

FRAUD ALERT HOTLINE ~ 644-2345

GANG HOTLINE ~ (644-GANG) 644-4264

GRAFFITI REMOVAL ~ 644-3083

MESA ANIMAL CONTROL ~ 644-2268

MESA CITY COURT ~ 644-2255

MESA UTILITIES CUSTOMER SERVICE ~ 644-2221

MULTI-HOUSING ASSOCIATION OF ARIZONA ~ (602) 296-6200

NARCOTICS HOTLINE ~ (644-NARC) 644-6272

NATURAL GAS LEAKS/ODORS ~ 644-4277

POSTAL INSPECTOR ~ 602-233-3660

SILENT WITNESS ~ 948-6377

SOCIAL SECURITY NUMBER FRAUD HOTLINE ~ 1-800-269-0271

STREET LIGHT HOTLINE ~ 644-3191

TENANT/LANDLORD INFO ~ (602) 257-8987