



City of Brooklyn Center
6301 Shingle Creek Pkwy
Brooklyn Center MN 55430
763-569-3330

www.cityofbrooklyncenter.org

ARM Newsletter

(Association for Responsible Management)

Fulfilling the Need for Quality Housing

Meeting Date: November 10, 2011 at 10 a.m.

Topics of Discussion

Kathleen Moriarty from Metro North Adult Basic Education will be our guest. She will present information regarding education for adults that focuses on English skills and offers assistance with studying for a General Education Development test (GED). Classes are offered through Brooklyn Center schools.

City staff will also provide fire safety tips to help prepare your property for winter and keep your tenants safe and healthy.

Weatherization Tips For Your Property

The following maintenance steps will help reduce energy costs and increase the comfort of your home. When using equipment or materials, be sure to follow manufacturer instructions.

- **Testing your building for air tightness.** A professional blower door test is the best option, however you can find major leaks yourself. On a windy day, hold a lit incense stick next to your windows, doors, electrical boxes, plumbing fixtures, electrical outlets, ceiling fixtures, attic hatches, and other locations where there is a possible air path to the outside. If the smoke stream travels horizontally, you have located an air leak.
- **Caulk, sealing or weather-stripping.** Although some air leaks require more in-depth repairs, caulking or sealing may be appropriate in some situations. Some examples include weather-stripping doors and windows; caulking or sealing where plumbing, ducts, or electrical wiring penetrates through exterior walls, floors, ceilings, and over cabinets; and installing rubber gaskets behind outlets and switch plates on exterior walls.
- **Attics and roofs.** Look for dirt, mold, condensation or water leaks in your attic. You may need to repair/replace the roof, provide adequate ventilation. The attic access panel may be caulked or otherwise temporarily sealed.
- **Windows.** Install storm windows if you don't have double-pane windows, which may double the R-value of single-pane windows. As a temporary solution, you may use window poly inside of your window frames during the cold winter months. Remember that the plastic must be sealed tightly to the frame to help reduce infiltration.
- **Fireplace.** When the fireplace is not in use, keep the flue damper tightly closed. A chimney is designed specifically for smoke to escape, warm air escapes as well.
- **Space heater.** If you have to use a space heater, use in accordance with manufacturer requirements. Place safely away from flammable materials. Keep kids away. Be sure to turn it off when you go to bed or leave.

****2012****

ARM Meeting Dates

ARM Meetings are held the second Thursday of the month (every other month) starting in January.

Brooklyn Center City Hall
City Council Chambers
6301 Shingle Creek Pkwy
10:00 a.m.

January 12

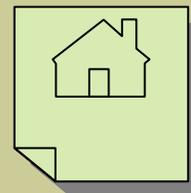
March 8

May 10

July 12

September 13

November 8



If your rental license is a Type III or Type IV, please remember that you or your representative must attend at least two ARM meetings before the expiration of the license.