



Newsletter

PO Box 1793
Bismarck, ND 58502
Phone: 701-226-9237
Website: www.bismarckmandanapartments.com

BMAA Annual Lunch & Learn

Tuesday September 19th, 2023

12 Noon- 3:00 PM

Guest Speaker

Tyler Siewert W/ Schweigert/Klemin & McBride PC

Location:

Free to all members if

Pre-Registered by September 15, 2023



**4007 Southbay Dr. SE
Mandan, ND 58554**

Catered By:



Pre-Registration

BMAA ANNUAL LUNCH & LEARN

TUESDAY, SEPTEMBER 19, 2023
12:00 PM – 3:00 PM
FREE LUNCH TO ALL MEMBERS
AT “THE DRINK”, MANDAN

RSVP WITH RHONDA AT
bismanaptassc@gmail by
September 15, 2023

PRE REGISTER BY SEPTEMBER 15th FOR THE LUNCH ‘N LEARN

Registration in advance is FREE - If you do not pre register, cost is \$15/person at the door. If you register and do not attend, we will bill you \$20/person, the BMAA is obligated for food counts called in, please let us know prior to the September 15th deadline if you need to cancel. We will be having food, beverages and games. Use registration below, or email: bismanaptassc@gmail.com — put ‘LUNCH ‘N LEARN’ in subject line .

Name: _____

Company: _____

Phone: _____ Email: _____

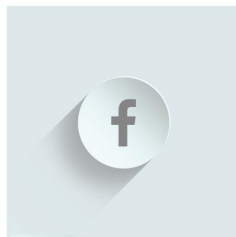
Number attending: _____ (please list all names—attach an additional form if necessary)

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Apartment Management Tips

When you own an apartment complex, management is key. You want to be sure that you're effectively managing your apartment complex, whether you self-manage or prefer to hire third-party managers for your apartment complex.

Leading your team is key. Appropriate apartment management can help you avoid financial and legal disasters—and these ten brilliant tips will help keep you out of trouble.

1. Pay attention to life safety

Keep up with your inspections, and make sure that you're in compliance with local guidelines. You want to be sure that your apartment complex is as safe as possible for all of its residents, whether you have college students, families with small children, or predominantly seniors living in the complex.

2. Include clear tenant policies in your apartment management plan

Managing tenants requires clear policies and standards. You want procedures and policies in place that are clear, easy to understand, and readily available to everyone. Make sure you know the rules and regulations governing your apartment complex, from rules about pets to rules about noise after a certain hour.

Your apartment management policies should answer the following questions.

- What are the rules and regulations guiding the use of complex common areas and amenities?
- How do tenants communicate with staff members?
- Is it easy for tenants to get in touch with the right individuals, or do they often struggle to make connections?
- How are disputes managed with tenants or between tenants and other members of the community?

You should also have clear tenant screening and [leasing practices](#) in place. How will you screen

3. Review legal policies regularly

Your apartment complex should always be on the sunny side of the law—and you want to be sure that you aren't missing any important elements. Good apartment management requires working knowledge of issues like how to handle evictions, [fair housing compliance](#), and how to handle accessibility throughout your complex.

By reviewing your local [landlord-tenant laws](#), you can be sure that you won't miss any important legal details that could come back to bite you later.

4. Take care of preventative maintenance

Just like any building, your apartment requires [preventative maintenance](#) in order to look its best—and in order to stay safe for your tenants. Pay attention to common areas as well as your units. Take a look at wear and tear over time and make sure you have projections for that maintenance.

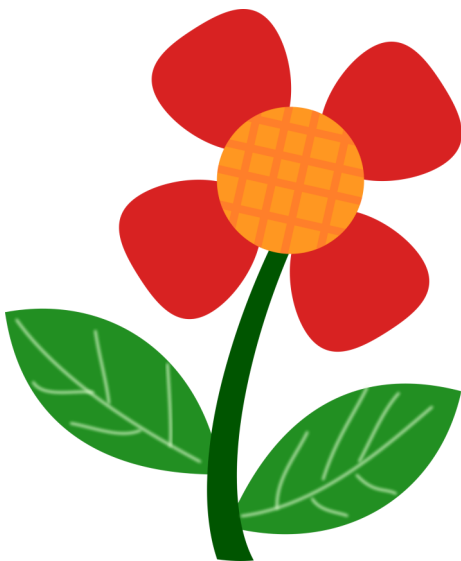
Some types of maintenance, including taking care of HVAC units and fireplaces, may need to be taken care of seasonally to maximize your investment. Plan out your seasonal apartment

5. Prioritize major building systems inspections

Every year, you need to take care of [regular building systems inspections](#). This includes:

- The roof
- Windows
- HVAC maintenance
- The boiler
- Electricity
- Plumbing
- Life safety and security systems
- Lighting
- Landscaping
- Garage/parking
- Stairs and Balconies

Inspect these items on a regular basis to ensure that there are no safety hazards or ongoing problems. By identifying those problems and taking any preventative measures early, you can decrease the odds that you'll face more expensive repairs down the road.





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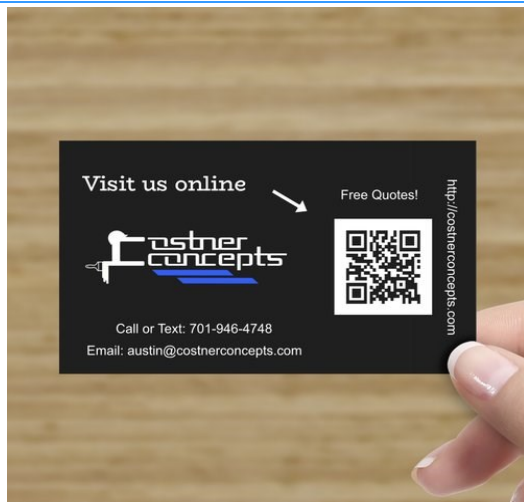
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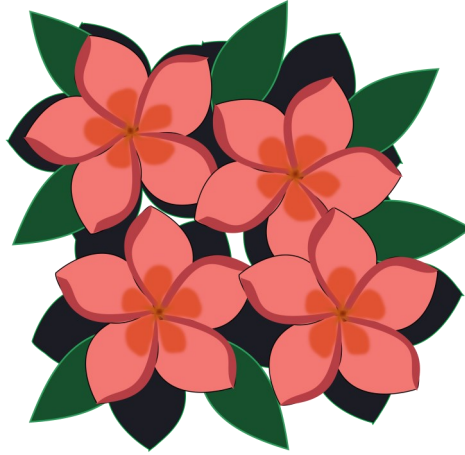
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