

## **TRESPASS / BAN AND BAR POLICY**

### **GUIDELINES**

The following policy and guidelines of the Omaha Housing Authority (OHA) shall apply to all properties of OHA. All properties of OHA are for the sole use and benefit of the residents of such developments, members of their households, their lawfully invited guests, personnel of OHA and such other persons who have legitimate business on said property ("Permittees"). In an effort to protect the health, safety and welfare of its residents, persons upon said premises, other than named above, shall be regarded as trespassers and shall be prosecuted as allowed by law.

The trespass policy shall be conspicuously posted at each OHA development and tower in a manner sufficient to warn all persons of the policy. On request by any law enforcement officer or authorized personnel of OHA, any person found on OHA property must identify himself and demonstrate that he is within the above class of Permittees. Any person refusing or unable to identify himself or who is unable to demonstrate that he is a Permittee as defined above shall be issued a Trespass Notice (Ban and Bar) and be escorted from OHA property.

The OHA Ban and Bar Policy will be applied consistent with the OHA Criminal Background Check and eviction policies. This ban can only be rescinded by order of the Executive Director, Field Operations Director or Legal Counsel.

### **BAN AND BAR APPEAL PROCESS**

A person can appeal a ban and bar letter. He must first present the appeal within three (3) working days after receiving the Ban and Bar Letter. The appeal can be presented in writing or orally and must be submitted in person to the Director of Field Operations at his office, 540 S. 27<sup>th</sup> Street, Omaha, NE.

The appeal will be heard by a three-person panel consisting of the Director of Field Operations, an uninvolved Sector Manager, and security personnel.

A person may make a second appeal to the Executive Director whose ruling shall be final.

### **VIOLATION OF BAN AND BAR/NOTICE OF TRESPASS**

Banned and barred persons are in violation if they are:

- In any OHA housing unit
- On any OHA property
- On a public sidewalk within an OHA housing development
- In a vehicle on an OHA owned parking lot

Pursuant to Nebraska law on trespass, violators may be arrested for trespass.

All trespass notices must be approved by the Property Manager.

NOTICE OF TRESPASS  
(BAN & BAR NOTICE)

To: \_\_\_\_\_  
Name

Omaha Housing Authority (OHA) properties (Southside Development, Pleasantview, Spencer Homes, all towers and scattered site homes) are restricted. They are solely for the use of persons authorized by OHA. You are presently upon this property without license, invitation or privilege.

You are directed by OHA to leave this property at once.

This property has been posted with notice of OHA's restrictions and with warning to trespassers. As you have ignored these restrictions and warning, OHA hereby declares that you are **banned** from these premises and are **barred** from returning or attempting to return in the future except with OHA's expressed written permission.

If you fail to leave at once or if you unlawfully return, you may be prosecuted as a trespasser.

HOUSING AUTHORITY OF THE CITY OF  
OMAHA

By \_\_\_\_\_  
Signature  
Title: \_\_\_\_\_

I HANDED A COPY OF THIS NOTICE TO THE ABOVE NAMED PERSON ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2002 AT \_\_\_\_\_ O'CLOCK \_\_\_\_M.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

I AM IN RECEIPT OF THE ABOVE NOTICE

\_\_\_\_\_  
Signature

Home address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

SSN: \_\_\_\_\_

**You may appeal this ban and bar letter. You must present the appeal within three (3) working days after receiving this notice. The appeal can be presented in writing or orally and must be submitted in person to the Director of Field Operations at his office, 540 S. 27<sup>th</sup> Street, Omaha, NE.**