



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved LANDLORD AND TENANT ISSUES SUBCOMMITTEE

Monday, January 31, 2011

4:30 PM

215 Martin Luther King, Jr. Blvd.
Room LL-120 (Madison Municipal Building)

CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Shimanski at 4:40 PM.

Staff: George Hank & Meg Zopelis

Present: 4 -
Bridget R. Maniaci; Curtis V. Brink; Philip P. Ejercito and Gregg T. Shimanski

Absent: 1 -
Detria D. Hassel

Excused: 1 -
Victor E. Villacrez

APPROVAL OF MINUTES

A motion was made by Ejercito, seconded by Brink, to Approve the Minutes of December 16, 2010. The motion passed by voice vote/other.

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None.

UNFINISHED BUSINESS

1. [15867](#) Creating Section 27.04(2)(l) of the Madison General Ordinances to require owners of multi-family dwellings to provide contact information of at least two people who can exercise control and care over the property; and amending Sec. 1.08(3)(a) to create a bail deposit for violations.

Attachments: [LandlordTenantRegForms](#)
[Memo from George Hank 2-17-11.pdf](#)
[Memo from Gregg Shimanski 2-17-11.pdf](#)

Status of evaluation of cost from George Hank: Bill Lanier is supposed to pull the data, but has been busy with other items. Hank should have an update from Lanier soon. Lanier thought he could work on it February 1st. The fee will be determined on the information received from Bill Lanier. There will only be one fee per parcel.

Shimanski spoke to Nancy Jensen about the signs to be posted at buildings. She will prepare a process for the sign and facilitate getting the information to everyone on the Building Inspection list.

Ald. Maniaci requested that she be added as a sponsor to this Legislative File. Zopolis will contact the City Attorney's Office to have Ald. Maniaci added as a sponsor.

Ejercito referenced issues still on the table: the amount of the fee and having the fee waived or lowered/adjusted based on whether or not it was submitted late. Maniaci asked about exceptions. Hank said if it is CDA, he would know who to call. However, a Federal Building may be exempt from the City Ordinance. Hank sees no problem with there being a slightly higher fee if an owner pays late.

Shimanski will make a bullet list of items to be changed in the Legislative File and will speak with the City Attorney's Office regarding the changes. The revised Legislative File will be e-mailed to Zopolis for distribution to the Subcommittee.

Hank will speak with Zopolis about the implementation of the billing.

Maniaci noted that it should reference a rental dwelling, asked about including e-mail addresses, and also referenced putting in a clause about what the landlord gets out of this and what the information is used for.

A motion was made by Maniaci, seconded by Brink, to Refer to the LANDLORD AND TENANT ISSUES SUBCOMMITTEE meeting of February 17, 2011. The motion passed by voice vote/other.

2. [20510](#)

Review of Tenant & Landlord Rights & Responsibilities Pamphlet

Attachments: [Tenant Landlord Web 9-27-10.pdf](#)
[Landlord tenant rights and responsibilities pamphlet 2-17-11.pdf](#)

It was requested that the Minutes of the December 16, 2010 meeting be sent to the City Attorney's Office so they can update the Tenant and Landlord Rights and Responsibilities pamphlet. Maniaci asked that the City Attorney review the Ordinance and make sure that anything that should be on the pamphlet be included/updated. Hank noted that Building Inspection can review for the Ordinance information and that the City Attorney should review it for the DATCP and State Statute information. Shimanski would like to add the Student

Education and Mediation information (S.T.E.M.) to the front of the pamphlet.

A motion was made by Brink, seconded by Maniaci, to Refer to the LANDLORD AND TENANT ISSUES SUBCOMMITTEE meeting of February 17, 2011. Revised pamphlet to be brought back to this meeting. The motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Brink, seconded by Maniaci, to Adjourn. The motion passed by voice vote/other.