



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Draft LANDLORD AND TENANT ISSUES COMMITTEE

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Thursday, December 16, 2021

5:00 PM

Virtual Meeting

The City of Madison is holding the Landlord and Tenant Issues Committee meeting virtually to help protect our community from the Coronavirus (COVID-19) pandemic.

1. **Written Comments:** You can send comments on agenda items to LTIC@cityofmadison.com.

2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

4. **Listen by Phone:**

(877) 853-5257 (Toll Free)

Webinar ID: 997 6262 3513

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Sparer at 5:03 pm.

Also present at the meeting were the following staff members: Amanda Hoadley, Gabriela Arteaga, Attorney Steve Brist, Jose Maria Donoso, Hearing Examiner Mitch, and Hearing Examiner Keane.

Present: 6 - Nikki Conklin; Laura K.S. Dixon-Kruijff; Curtis V. Brink; Noah L. Lieberman; David R. Sparer and Soong Kit Wong

Absent: 1 - Juliana R. Bennett

Excused: 1 - Felix Y. Huang

2. APPROVAL OF MINUTES

Brink moves to approve the minutes. Wong seconds the motion. The motion passes with unanimous approval.

3. [63054](#) PUBLIC COMMENT (12/16/21)

There was no public comment.

4. DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

NEW BUSINESS AND ACTION ITEMS

5. [68383](#) Discuss meeting calendar for 2022 with regards to April and November meetings falling on prohibited dates.

Attachments: [2022 Meeting Schedule and Council Deadlines REVISED.pdf](#)

Item was discussed. Lieberman moves to hold the meeting on April 21, 2022 with every effort to end by sunset. Wong seconds the motion. The motion passes with unanimous approval.

Alder Conklin moves to cancel the November 17, 2022 meeting and have Arteaga try to reschedule to the week prior, ideally November 10, 2022. Lieberman seconds the motion. The motion passes with unanimous approval.

6. [68384](#) Discuss feasibility of proposed RA changes and take action as needed

Attachments: [RA-ProposedProcess.pdf](#)
[RA-CurrentProcess.pdf](#)
[Rent Abatement - Equity Analysis Revision 2.pdf](#)
[Rent Abatement - Equity Analysis Revision 2.xlsx](#)

Building Inspection (BI) will schedule hearings at the earliest date possible, sticking to Tuesdays at 4:30, 5:00, and 5:30 pm. If both parties request a hearing, BI will use the earliest date both parties agree to, while continuing to use Tuesdays at 4:30, 5:00, and 5:30pm.

Owners will have 30 days from receipt of mail to schedule a hearing. Attorney Brist will look at the State statute on certified mail as a legal notice. Tenants will have 30 days from the mailing to contact BI.

People will be allowed to reschedule missed hearings due to unforeseen circumstances. Brist will draft language. An owner will have 15 days to pay the award to a tenant who has moved out.

Lieberman moves to have Attorney Brist draft these ordinance changes and to refer this item to the next meeting. Wong seconds the motion. The motion passes with unanimous approval.

7. [65003](#) Review recommendations that came out of the equity analysis and plan for follow up.

Attachments: [RentAbatement-RESJIANalysis.pdf](#)
[RArecommendationstatus.pdf](#)
[RArecommendationstatus.xlsx](#)

Wong moves to have staff update the spreadsheet and refer Item 7 to the next meeting. Lieberman seconds the motion. The motion passes with unanimous approval. Item referred to next month as file number 69323.

8. [48913](#) Discuss topics and issues for future meetings.

Nothing additional at the moment.

9. **ADJOURNMENT**

Wong moves to adjourn. Lieberman seconds the motion. The meeting is adjourned at 6:29pm.