



City of Madison

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

Meeting Minutes - Approved 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, February 18, 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 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)
Meeting ID: 940 4019 5775

1. CALL TO ORDER / ROLL CALL

Chair Sparer called the meeting to order at 5:03 PM.

Present: 4 - Curtis V. Brink; Trent C. Claybaugh; Megan D. Osowski and David R. Sparer

Absent: 1 - Max Prestigiacomio

Excused: 2 - Molly A. Wells and Soong Kit Wong

2. APPROVAL OF MINUTES

Wong moves, Brink seconds. Motion passes with unanimous approval.

Absent: 1 - Max Prestigiacomio

Ayes: 4 - Curtis V. Brink; Trent C. Claybaugh; Megan D. Osowski and David R. Sparer

Excused: 2 - Molly A. Wells and Soong Kit Wong

3. PUBLIC COMMENT

No public comment.

4. DISCLOSURES AND RECUSALS

No disclosures or recusals.

DISCUSSION AND ACTION ITEMS

5. [64232](#) Brief update from staff on the Ordinance amendments sent to the Council.

Removal of \$10 fee for rent abatement will be on the Tuesday agenda for Council.

6. [64231](#) Brief update from staff about the equity analysis in March.

Five confirmations to help with the equity analysis (3 from ASM, 1 Freedom Inc, 1 Joining Forces) on March 4, 2021.

7. [64235](#) Discussion on land banking. Staff will provide more information about the timelines for City's draft of Land Banking Guidelines.

Landbanking is beyond the purview of this committee. Members can sit in on the meetings for other committees as private citizens.

8. [64230](#) Discussion of criteria for distributing future rent assistance funds and possible recommendations.

Arteaga did not hear back from housing contact. Will try again for next month.

9. [64229](#) Discussion and preliminary proposal to make certain Building Inspection records accessible to the public online.

Director Hank talked to Sarah Edgerton, the IT director. They are planning to update our records repository (currently Knowledge Lake) which will allow a lot more records to be searchable by address online. This change is probably 18 months out since they are just starting the process of requesting proposals now. We hope to have official notices, permits, certificates of occupancy, archives all available. Rent abatement documents and code enforcement worksheets seem the most difficult to make available since they have more tenant information. We may be able to create something like our current

permit reports for active housing cases.

10. [64233](#) Discussion on options for recruiting property owners to our Gold Star program.

Attachments: [LANDLORD AND TENANT BEST PRACTICES CERTIFICATION PROGRAM](#)

We will want help from some other areas of DPCED to make this program effective. What is the incentive for landlords to join other than saying they are a gold star landlord? This program could work sort of like the lemon law/second hand car system.

Staff will start coming up with marketing materials that we can send out to our emergency contact list for rental properties. Let Director Hank know if there is a large landlord that would be willing to help/be the lead example (Mitch suggested Steve Brown).

11. [48913](#) Discussion of Topics and Issues for Upcoming Meetings

Future topics include an update on gold star, an update on the equity analysis, and revisiting the discussion of criteria for distributing future rental assistance.

[64283](#) Staff update on virtual inspections

Wong moved to have item referred to next month's meeting. Osowski seconded. Action approved unanimously.

12. **ADJOURNMENT**

Wong makes a motion to adjourn. Brink seconds. Unanimous approval to adjourn at at 5:54pm.