

## **Gregg Shimanski**

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**From:** Gregg Shimanski [gregg@madrent.com]  
**Sent:** Thursday, February 17, 2011 8:42 AM  
**To:** 'Peguero, Adriana'  
**Cc:** 'Imadas@cityofmadison.com'; 'Hank, George'; 'Dave Porterfield'; 'Phil Ejercito'; 'Gregg Shimanski'  
**Subject:** Landlord Tenant Subcommittee

Adriana:

Thank you for meeting with me Tuesday regarding the requested updates to the ordinance draft regarding Housing Provider Registration.

I look forward to working with you and Lana on this effort to effectively incorporate the Sub Committee's agreed upon changes.

Should you or Lana have any questions, feel free to call me and I can accommodate my schedule to meet with one or both of you as we work on language to accommodate the Sub committee's direction.

We are meeting this evening, and per our discussion I would suggest an updated draft be ready for our meeting the 3<sup>rd</sup> week of March. If this is inadequate time, please let me know so that I can advise the committee and keep everyone in the loop.

I want to get all the issues and language of this proposal in final form as to bring a fully thought out and final document to the Housing Committee in late spring/early summer.

Regards,

Gregg

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## Landlord Tenant Subcommittee

### Updates and Consensus Regarding Creating Section 27.04 (2) (I)

#### Housing Provider Registration

1. Implementation Date - When new City of Madison Computer system is fully operational and in place, but no sooner than 1/1/2012.
2. Annual Fee:
  - a. To be determined by the committee based on George Hank written report/summary of
    - a) His anticipated annual (initial year and then subsequent years) expenses directly related to this concept, and 2) total number of units to be effected by this (Note: Committee decision to go to ALL non-owner occupied housing units in the City of Madison)
    - b. Fee fixed for five (5) years by ordinance
    - c. Fee is per parcel, not per address
    - d. Consideration of reduced fee annually if renewal done online after first year.
3. Expand this section to incorporate current City Ordinance requiring posting per property of informational signage with housing provider name, and contact info (address, phone, email) at one inside entry of every building. (Cooperation of implementing this from Apartment Association of South Central Wisconsin in preparing order form to be mailed with registration info annually to ALL)
4. Inclusion in ordinance that City of Madison through it's Police Department, Fire Department, and Building Inspection Department shall by use of the data collected communicate promptly (expected from vehicle) with property owners (by email, if provided by owner) of 1) police calls to property for any reason; 2) fire or ambulance calls to any property for any reason; 3) building inspections orders and related, as well as Building Inspection E-Communication items required to assist housing provider (may be subscription based concept for certain things)
5. Housing provider must keep information current if there are changes to anything during the year, and if property sold must provide registration info to new owner or be continually liable until such info is provided/
6. Required info for Registration:
  - a. Actual name of owner per deed to property;
  - b. Two contact names directly related to owner with phone numbers (two – work and mobile); address of owner; email of contact persons (option to check box to indicate they don't have email)
  - c. Management company information if managed by others and one contact info complete for that entity.
  - d. Housing Provider must be able to complete and submit this information fully online or request printed form by email
7. Draft ordinance comments and requested corrections:
  - a. P 1 (I) add "rental" after multi family
  - b. P. 1 (2) Leave fee bland for now and change address to parcel

- c. P. 2 Eliminate fees and add language to Fines and Bail Deposits in line with current Building Inspection Fines and Bail Deposits
8. Alder Maniaci would like to be added as a primary sponsor
  9. Potential database access by City Neighborhood Department for use in developing uses in conjunction with Neighborhood Associations to empower them to use data for contacts as needed.