



City of Madison

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

Meeting Minutes - Approved LANDLORD AND TENANT ISSUES SUBCOMMITTEE

Thursday, December 16, 2010

4:30 PM

215 Martin Luther King, Jr. Blvd.
Room LL-130 (Madison Municipal Building)

CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Ejercito at 4:34 PM.

Staff Present: George Hank, Meg Zopelis, Cpt. Jim Wheeler

Present: 5 -

Curtis V. Brink; Philip P. Ejercito; Detria D. Hassel; Gregg T. Shimanski
and Victor E. Villacrez

Absent: 1 -

Bridget R. Maniaci

APPROVAL OF MINUTES

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

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the
City's Ethics Code.

None

NEW BUSINESS

1. [20509](#) Chair and Vice Chair Elections for the Landlord & Tenant Issues Subcommittee

Villacrez nominated Shimanski to be Chair, second by Brink
Ejercito nominated himself to be Chair, second by Hassel

Shimanski was elected Chair by the following vote:
Votes for Shimanski: Villacrez, Brink & Shimanski
Votes for Ejercito: Ejercito & Hassel

Shimanski took control of the meeting as Chair.

Brink nominated Ejercito to be Vice Chair, second by Shimanski. Ejercito was elected Vice Chair by unanimous vote.

2. [20511](#)

Review of the Standing Rules for the Landlord & Tenant Issues Subcommittee

Attachments: [Landlord & Tenant Proposed Standing Rules.doc](#)
[Housing Committee Ground Rules.doc](#)

The Standing Rules were found to be acceptable by the Subcommittee.

ROLL CALL

Maniaci arrived at 4:43 PM.

Present: 6 -

Bridget R. Maniaci; Curtis V. Brink; Philip P. Ejercito; Detria D. Hassel;
Gregg T. Shimanski and Victor E. Villacrez

3. [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](#)

Cpt. Jim Wheeler, Madison Police Department, was present to discuss this Ordinance.

Hank explained that this Ordinance was proposed by Ald. Kerr to be able to contact property owners/landlords in the event of an emergency. There are problems with contact when it is a LLC or LLP. Cpt. Wheeler explained that it is critical to have correct contact information for landlords. He experienced problems with this in the South District with a couple of properties.

Brink expressed concerns with the \$10 fee and preferred that if landlords responded by the due date, that there be no fee. Hank said he would not push for a fee increase unless there is a need to cover expenses. Hank said this would generate around \$40,000. This would cover staff time for the initial set-up and gathering and entering data.

Shimanski said there is a requirement right now to have name/contact information posted. Hank said you do not know if that information is incorrect until you get there and there is a problem. Sometimes the information is still accurate, but not always. Shimanski asked about removing the posting requirement and said landlords should not have to post and register.

Shimanski wants a fixed fee for at least 5 years. Hank said this would be a question for the City Attorney.

Brink wants a Police Officer to be able to send an e-mail to the owner from a property when something happens. Hank said they input language that e-mail address is optional because not everybody has e-mail. Ejercito thinks providing an e-mail address is a good idea, from a tenant perspective. Shimanski asked about officers e-mailing directly from the site and Wheeler said they do not do that right now. Shimanski wants the e-mail to go right away. Shimanski wants Police to check back on this. Wheeler will check on this issue and report back.

Maniaci asked about smaller rental units, duplexes and two flats. Hank said this was based on 3 units or more. Hank said he agrees with Maniaci, that this should be amended to include any non-owner occupied houses. The cost is pennies per unit for multi-family, but a bigger cost for single family homes. Shimanski wants owners to see the value in doing this. Why not require continuing education for the egregious offenders? This would help the entire industry.

Shimanski asked Hank to provide the number of units that this will include, with single family homes included. Hank will ask IT about this issue and tracking through Accela. Squad cars will not have direct access to this, but we should be able to dump the data for them.

There was discussion on bail deposits which will be continued at the next meeting.

A motion was made by Maniaci, seconded by Ejercito, to Refer this Legislative File to the LANDLORD AND TENANT ISSUES SUBCOMMITTEE meeting of January 20, 2011. The motion passed by voice vote/other.

4. [20510](#)

Review of Tenant & Landlord Rights & Responsibilities Pamphlet

Attachments: [Tenant Landlord Web 9-27-10.pdf](#)

Staff updated contact information on the first page recently. Ejercito said that fire safety and smoke alarm information should be in this pamphlet. The pamphlet also needs updated information for the showing Ordinance, security deposits, photo evidence and other items.

A motion was made by Ejercito, seconded by Brink, to have Building Inspection Staff and the City Attorney's Office review the Tenant & Landlord Rights & Responsibilities Pamphlet and bring it back to the next meeting of the Subcommittee. The motion passed by voice vote/other.

ADJOURNMENT

A motion was made by Brink, seconded by Villacrez, to Adjourn at 6:00 PM. The motion passed by voice vote/other.