



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://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?*

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Thursday, June 17, 2021

5:00 PM

Virtual Meeting

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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](mailto: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: 978 7374 1633

### 1. CALL TO ORDER / ROLL CALL

**Chair Sparer called the meeting to order at 5:02 PM.**

**Staff present for the meeting included: Director George Hank, City Attorney Steve Brist, Amanda Hoadley, Gabriela Arteaga, Hearing Examiner Joanne Keane, and Hearing Examiner Mitch.**

**Present:** 5 - Nikki Conklin; Curtis V. Brink; Juliana R. Bennett; David R. Sparer and Kenya S. Parker

**Absent:** 1 - Molly A. Wells

**Excused:** 1 - Soong Kit Wong

### 2. APPROVAL OF MINUTES

Alder Bennett moved to approve the minutes. Alder Conklin seconded the motion. The minutes were approved unanimously.

3. [66012](#) PUBLIC COMMENT (6/17/2021)

No public comment.

4. DISCLOSURES AND RECUSALS

No disclosures or recusals.

DISCUSSION AND ACTION ITEMS

5. [65503](#) Introducing Alder Conklin and Alder Bennett

The new alders introduced themselves to the committee.

6. [65003](#) Review recommendations that came out of the equity analysis and plan for follow up.

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

Tenants need to know their rights. What outreach can Building Inspection do?  
Can we fill out a budget supplement for outreach funds?

Systematic inspections have been severely limited by the previous legislature, so we can only do systematic inspections on areas that have held a blight study, been deemed "blighted", then approved by Common Council. In relation to recommendation #3, CDA was meeting with HUD on June 17th, so Steve will check back and get an update.

Gaby will send a redacted official notice to this committee.

Other ideas: Can we send a copy of the official notice to the tenant at the same time as the landlord? Can inspectors give out more information to tenants when they are out for the inspection? Maybe hand out a plain language version of available documents. We can look into having the landlord sign a document stating that they won't retaliate against a tenant for contacting us. We can add a link to retaliation information on the report a problem page. We could prepare a model lease with good provisions for landlords. Committee members should be prepared to be more specific with their requests for next month. Steve will work with Alders Bennett and Conklin to create language related to possible ordinance changes for items #4 and #5.

7. [64230](#) Discuss criteria for distributing future rent assistance funds and possible recommendations.

Alder Bennett moved to refer this item to next month. Alder Conklin seconded

**the motion. Members unanimously approved the motion.**

8. [65000](#) Discuss how the City can discourage property owners from implementing late fees due to the COVID-19 crisis.

**Attorney Brist will draft a resolution asking landlords not to charge late fees through COVID. Both Alders will cosponsor at Common Council.**

9. [65001](#) Discuss tenant protections from Associated Students of Madison recommendations.

**Attachments:** [Tenant Rights Protection for Students\\_Updated.pdf](#)  
[Stringent Tenant Rights in Dane County.pdf](#)

**Alder Bennett moved to refer this item to next month. Alder Conklin seconded the motion. Members unanimously approved the motion.**

10. [65041](#) Discuss new State law changes related to tenant rights and if the Committee has a potential mitigating role.

**Attorney Brist is unaware of any changes from the state legislature. This item was requested by a member who is no longer with the committee.**

11. [48913](#) Discuss topics and issues for future meetings.

**No new business.**

12. **ADJOURNMENT**

**Chair Sparer asked for a motion to adjourn. Alder Conklin motioned to adjourn. Brink seconded the motion. The meeting adjourned at 6:36 PM.**