



City of Milwaukee

200 E. Wells Street
Milwaukee, Wisconsin
53202

Meeting Minutes - Final MOBILE HOME STUDY TASK FORCE

ALD. TERRY WITKOWSKI, CHAIR

Dan Daniels, Ross Kinzler, and Tom Wessel

Staff Assistant, Tobie Black, 286-2231

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Friday, January 22, 2010

2:30 PM

Room 303, City Hall

Meeting was called to order at 2:40 p.m.

Mr. Kinzler appearing at the meeting via speakerphone.

Other individuals appearing:

Mary Turk, Legislative Reference Bureau
Bruce Schrimpf, Assistant City Attorney

1. **Review and approval of the minutes of the December 11th meeting.**

Minutes were approved without objection.

2. **Final approval of task force recommendations for changes made to the manufactured homes and manufactured communities ordinance.**

Ms. Turk did a review of the approved changes that were made to the ordinance. She said that there were not a lot of changes in the body of the text, and that the system for numbering the section in the ordinance was updated.

Mr. Kinzler asked if there is a section in the code that applies to record retention in regard to records kept by the city relating to mobile home parks. Atty. Schrimpf said that there is a rule that requires the city to keep records for seven years. But as far as mobile home parks are concerned, even in the case of state mandated retention, the city can appeal to the state retention board to change the retention schedule.

Mr. Wessel said that the Department of Neighborhood Services would maintain the records concerning mobile home parks for the normal time frame of seven years. Mr. Kinzler said that he was concerned about there being a burden on the department.

Atty. Schrimpf brought up the fact that Atty. Mukamal from the City Attorney's office thinks that having separate occupancy permits for the manufactured homes besides the occupancy permit that the manufactured home park itself has could lead to legal action against the city. Atty. Schrimpf suggested a severability clause so that if the separate occupancy permit section of the code was challenged, the ordinance would not be thrown out completely as illegal. He also suggested that a severability clause be included since the provision in the ordinance regarding the parking of RVs could be deemed unlawful.

Mr. Wessel said that strip malls in the city are handled in the same way, with separate occupancy permits, the ordinance is proposing. Mr. Wessel said that the Department of City Development is willing to create a Manufactured Home Installation Occupancy permit, which would not be referred to in the ordinance, but would be listed under permits available from DCD.

Mr. Kinzler suggested adding in the words "manufactured home" before the words occupancy permit in the ordinance itself. Mr. Wessel said that he had no problem with the addition of those words.

The language was added to the ordinance with no objection from members.

All task force members agreed to approve the final version of the ordinance.

3. Discussion of the possible amendment of Section 254.595 of the Wisconsin State Statutes to give the city additional options related to individual manufactured homes.

Mr. Kinzler said that the city has the ability to put a manufactured home community into receivership due to Senate Bill 413, which allows cities to apply for the appointment of a receiver and take possession of real property.

4. General discussion of issues affecting mobile home parks.

Ms. Turk said that the ordinance will be submitted to the City Clerk's office with Ald. Witkowski listed as the sponsor. The file will be introduced at a future meeting of the Common Council and will be sent to the appropriate committee.

Ald. Witkowski mentioned that all of the manufactured home communities should be notified when the ordinance goes to committee. Mr. Wessel also suggested that State Fair Park be noticed due to the ordinance affecting the campground at the park.

**Meeting adjourned at 3:09 p.m.
Staff Assistant Tobie Black**