



City of Madison

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

Agenda - Approved WATER UTILITY BOARD

*Consider: Who benefits? Who is burdened?
Who does not have a voice at the table?
How can policymakers mitigate unintended consequences?*

Wednesday, May 28, 2025

4:30 PM

119 E. Olin Ave.

The City of Madison is holding the Water Utility Board Meeting in person.

To register to speak on an item, you will do so in person at the meeting. Please arrive early if you plan to register to speak.

Written Comments: You can send comments on agenda items to waterutilityboard@cityofmadison.com

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

For accommodations, contact: Jody Berndt, (608) 206-1718, jberndt@madisonwater.org.

CALL TO ORDER / ROLL CALL

APPROVAL OF MINUTES

Meeting minutes for 4/22/25: <https://madison.legistar.com/calendar.aspx>

PUBLIC COMMENT

1. [16738](#) General Public Comment

DISCLOSURES AND RECUSALS

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

NEW BUSINESS

2. [88328](#) Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)
Attachments: [Attachment 1 - Memo - Non-Competitive Contract Amendment.pdf](#)
[Attachment 2 - Noncompetitive Selection Form \(of Contract to be Amended\).pdf](#)
[Attachment 3 - Draft of Contract Amendment Form.pdf](#)
[Attachment 4 - File #88328 Legislation Text.pdf](#)
3. [88293](#) Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,277 from the Wisconsin Department of Health Services, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related documents(s) authorizing acceptance of the grant and the transfer of funds.
Attachments: [Memo - Authorizing Wisconsin Department of Health Services Grant.pdf](#)
[Attachment - File # 88293 Legislation Text.pdf](#)

REPORTS

4. [88416](#) Financial Conditions Monthly Report
Attachments: [Memo - Financial Conditions Report May 2025.pdf](#)
[Attachment - Financial Conditions Report as of 4.30.25.pdf](#)
5. [88417](#) Capital Projects Monthly Report
Attachments: [Memo - Capital Projects Monthly Report 2025-05-28.pdf](#)
[Attachment - Capital Projects Monthly Report 2025-05-28.pdf](#)
6. [88418](#) Operations Monthly Report
Attachments: [Memo - Operations Monthly Report May 2025.pdf](#)
[Attachment - Operations Monthly Report May 2025.pdf](#)
7. [88419](#) Public Information Monthly Report
Attachments: [Memo - Public Info Monthly Report.pdf](#)
[Attachment - Public Info Monthly Report.pdf](#)
8. [84022](#) Meeting Evaluation and Discussion
Attachments: [Board Evaluation - Copy.pdf](#)

Led by Alder Vidaver

ADJOURN TO CLOSED SESSION

The Water Utility Board may convene in closed session pursuant to Wis. Stats. §19.85(1)(c) when considering the following item, for the purpose of "considering [the]...performance evaluation data of..." the Water Utility General Manager, a "... public employee over which the [Board] has jurisdiction or exercises responsibility." If the Water Utility Board does convene in closed session as described above, upon completion of the closed session, notice is hereby given that it may reconvene in open session without waiting 12 hours, pursuant to Wis. Stats. Sec. 19.85(2).

[88420](#)

Annual Review of Madison Water Utility General Manager

RECONVENE INTO OPEN SESSION

ADJOURNMENT



City of Madison

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

Master

File Number: 16738

File ID: 16738

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: WATER UTILITY
BOARD

File Created Date : 11/24/2009

File Name: Written Public Comments

Final Action:

Title: General Public Comment

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: arobb@cityofmadison.com

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 16738

Title

General Public Comment



City of Madison

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

Master

File Number: 88328

File ID: 88328

File Type: Resolution

Status: Items Referred

Version: 1

Reference:

Controlling Body: WATER UTILITY BOARD

File Created Date : 05/13/2025

File Name: Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)

Final Action:

Title: Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)

Notes:

Sponsors: Regina M. Vidaver, MGR Govindarajan And Bill Tishler

Effective Date:

Attachments: Attachment 1 - Memo - Non-Competitive Contract Amendment.pdf, Attachment 2 - Noncompetitive Selection Form (of Contract to be Amended).pdf, Attachment 3 - Draft of Contract Amendment Form.pdf, Attachment 4 - File #88328 Legislation Text.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/13/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (5/27/25), Water Utility Board (5/28/25), Common Council (6/3/25)					
1	COMMON COUNCIL	05/20/2025	Refer	FINANCE COMMITTEE			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional Referral to Water Utility Board (5/28/25)					
1	FINANCE COMMITTEE	05/21/2025	Refer	WATER UTILITY BOARD			
	Action Text:	This Resolution was Refer to the WATER UTILITY BOARD					

Text of Legislative File 88328

.Fiscal Note

The proposed resolution authorizes the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. (SEH) for design services related to the reconstruction of Madison Water Utility's Unit Well 12 in an amount not to exceed \$400,000. Funding for the amendment and original Unit Well 12 costs is available in the Water Utility's 2025 Adopted Capital Budget (Munis #10452). The original service contract with SEH was below the competitive selection threshold. No additional appropriation is required.

.Title

Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)

.Body

WHEREAS, Madison Water Utility's (MWU) Unit Well 12 (801 South Whitney Way) was established in 1958. It operates year-round and delivers water to Madison's Near West neighborhoods including University Hill Farms, Sunset Village, Midvale Heights, Westmorland, Crawford-Marlborough-Nakoma, Orchard Ridge, Summit Woods, Meadowood, Allied Dunn's Marsh, Arbor Hills and Leopold. In 2024, Unit Well 12 pumped 550 million gallons compared to its 5-year average of 559 million gallons annually. The site consists of a well pump house and a detached 150,000 gallon above-ground water reservoir, and

WHEREAS, in 2014, Short Elliott Hendrickson, Inc. (SEH) was selected through a competitive request for proposal process as the engineering consultant to work with MWU on the design of a concept that would allow Unit Well 12 to operate as a dual-pressure zone facility, and WHEREAS, through 2018, SEH established plans and specifications for a Public Works project to be bid and constructed for Unit Well 12, however the project bidding process was ultimately delayed, and

WHEREAS, in 2024, to re-initiate and fund the Unit Well 12 project for 2026 construction, MWU filed its Intent to Apply (ITA) with the Wisconsin DNR for the 2026 fiscal year of Wisconsin's Safe Drinking Water Loan Program (SDWLP), and

WHEREAS, in 2025, MWU elected to move forward with the updated pump house design from the previous bidding process, as well as a new design for replacing the site's reservoir, and

WHEREAS, while awaiting the Wisconsin DNR's Project Priority List (PPL) for the 2026 SDWLP, MWU initiated a design contract with SEH so that the SDWLP application deadline of June 30th could remain on schedule regardless of the loan eligibility determination; given both the age of SEH's original scope of work contract for Unit Well 12 and the potential expanded design needs for the reservoir and SDWLP coordination, a new design contract was deemed appropriate in lieu of further amending the one that started back in 2014, and

WHEREAS, in mid-April, MWU received the PPL which indicated that the pump house portion of the Unit Well 12 project would be eligible, and the reservoir portion of the project was "undetermined", and

WHEREAS, with this information, MWU will still aim to apply for both elements of the project by June 30th, and coordinate with the DNR on further determining SDWLP eligibility of the reservoir reconstruction between now and the fall of 2025, and

WHEREAS, to capture SEH's full remaining scope of design and construction bidding work through the end of 2025, MWU seeks to amend the 2025 contract that was initiated, which will make the value of the contract greater than \$75,000, and

WHEREAS, under MGO 4.26(4)(b), a service contract with a total price over the lifetime of the contract of \$75,000 or more that was not competitively selected must be approved by the Common Council and must meet one of the exceptions in MGO 4.26(4)(a); and

WHEREAS, SEH was originally selected competitively for this project, and continuing to utilize

their services for this work remains in the best interest of MWU, and
WHEREAS, professional design continuity is economical to MWU on the basis of time and money, and
WHEREAS, the nature of this work is such that other design professional firms would not certify another's work in a situation like this, and instead would essentially be re-designing this Unit Well 12 design from scratch again, and
WHEREAS, the proposed contract amendment meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a continuing project and it would be economical for the City on the basis of time and money to retain the same consultant.
NOW, THEREFORE, BE IT HEREBY RESOLVED that the Mayor and City Clerk are authorized to execute a sole source service contract amendment with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12, as outlined in the attached contract amendment draft and in a format approved by the City Attorney.
BE IT FURTHER RESOLVED, that future amendments that do not exceed Madison Water Utility's approved capital budget or the scope of the design and construction of the Unit Well 12 project as authorized by the Common Council may be executed by the Water Utility General Manager and City Finance Director and/or designee, and counter executed by Short Elliott Hendrickson Inc.



MEMORANDUM

Date: May 20, 2025

To: Mayor Satya Rhodes-Conway
Common Council
Finance Committee
Water Utility Board

From: Pete Holmgren, PE – Chief Engineer
Krishna Kumar – General Manager

Subject: Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)

RECOMMENDATION:

Staff recommend amending a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12.

BACKGROUND:

Madison Water Utility's (MWU) Unit Well 12 (801 South Whitney Way) was established in 1958. It operates year-round and delivers water to Madison's Near West neighborhoods including University Hill Farms, Sunset Village, Midvale Heights, Westmorland, Crawford-Marlborough-Nakoma, Orchard Ridge, Summit Woods, Meadowood, Allied Dunn's Marsh, Arbor Hills and Leopold. In 2024, Well 12 pumped 550 million gallons compared to its 5-year average of 559 million gallons annually. The site consists of a well pump house and a detached 150,000 gallon above-ground water reservoir.

As constructed, Unit Well 12 operated in Pressure Zone 7 of MWU's water system. Master plan documentation dating back to 2006 has identified that system operations would benefit by upgrading Unit Well 12 to a dual-pressure zone well by making pipeline and facility improvements to allow it the ability to supply water to Pressure Zones 7 and 8.



2014-2015:

MWU sought to make facility improvements to Unit Well 12's well house that would allow for dual-pressure zone operations and bring the building into compliance with modern building code requirements, including but not limited to isolated chemical rooms; an extension of the deep well discharge piping; and an isolated bathroom.

Through a competitive request for proposal process, Short Elliott Hendrickson, Inc. (SEH) was selected as the engineering consultant to work with MWU on the design. The concept that was developed aimed to build an addition onto the existing facility and rework parts of the interior existing building to accommodate new pumps and piping. This was viewed as a balance between cost and need, however when the project was bid for construction in 2015, bids that were received exceeded the project's budget by an unexpectedly high amount. Contractors cited the difficulty in working within and maintaining much of the existing (and aging) structure as one of the key drivers behind the high construction bids. MWU elected to reject the bids for this project concept and reassess the potential for a complete facility reconstruction project instead.

2016-2018:

MWU proceeded with an expanded project scope of work at Unit Well 12 that would include a complete reconstruction of the well house and also incorporate the needs addressed in the 2014-2015 project concept, with the added benefit of a completely new and updated building. SEH's consulting contract was amended to encompass this new project scope and pick up where they left off in 2015. The project design was completed and bid in 2018, however due to emerging financial concerns the decision was made to retract the bid posting until financial conditions improved.

In parallel with these efforts, however, MWU did complete a series of hydraulic pipeline improvements to the water system in and around Unit Well 12, so that it could support the dual-pressure zone capabilities when the facility was upgraded.

2019-2023:

MWU's updated Master Plan document continued to identify the complete Unit Well 12 project as high priority work. In parallel with an updated Financial Plan document, the project was rescheduled for construction from 2026 to 2027. Ahead of the major project, however, MWU made a booster pump upgrade along with a few site modifications in order to take advantage of some of the dual-pressure zone piping that had been installed in 2017. That work was completed in 2022.



2024:

To fund the upcoming Unit Well 12 project, MWU filed its Intent to Apply (ITA) with the Wisconsin DNR for the 2026 fiscal year of Wisconsin's Safe Drinking Water Loan Program (SDWLP). The ITA also added work to replace the site's reservoir, in addition to the pump house. In anticipation of 2025 redesign work on the project, MWU initiated preliminary work with SEH under an analysis contract to re-evaluate their "shelved" plans and specifications from 2018 and assess opportunities to revise those documents with modern design standards. The preliminary work also further analyzed the potential for replacing Unit Well 12's reservoir, through the lens of hydraulic benefits; sizing; cost; and feasibility.

2025:

With recommendations from SEH's 2024 reservoir analyses, MWU has elected to move forward with the updated pump house design from the previous bidding process, as well as a new design for replacing the site's reservoir. While awaiting the Wisconsin DNR's Project Priority List (PPL) for the 2026 SDWLP, MWU initiated a design contract with SEH so that the SDWLP application deadline of June 30th could remain on schedule regardless of the loan eligibility determination. Given both the age of SEH's original scope of work contract for Unit Well 12 and the potential expanded design needs for the reservoir and SDWLP coordination, a new design contract was deemed appropriate in lieu of further amending the one that started back in 2014.

In mid-April, MWU received the PPL which indicated that the pump house portion of the Unit Well 12 project would be eligible, and the reservoir portion of the project was "undetermined". With this information, MWU will still aim to apply for both elements of the project by June 30th, and coordinate with the DNR on further determining SDWLP eligibility of the reservoir reconstruction between now and the fall of 2025. To capture SEH's full remaining scope of design and construction bidding work through the end of the year, MWU will amend the 2025 contract that was previously initiated.

Basis for Sole Source:

SEH was originally selected competitively for this project, and continuing to utilize their services for this work remains in the best interest of MWU. Professional design continuity is economical to MWU on the basis of time and money. Furthermore, the nature of this work is such that other design professional firms would not certify another's work in a situation like this, and instead would essentially be re-designing this Unit Well 12 design from scratch again. The proposed contract amendment meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a continuing project.



FISCAL IMPACTS:

This 2025 contract amendment will be written not to exceed \$400,000 in total contract value.

This work has been budgeted for as part of the 2025 Capital Budget, and the funding is available in project account number 10452-86-140.

Previous Related SEH Consultant Expenses:

- 2014-2015: \$82,000
- 2015-2018: \$253,000
- 2024: \$50,000

LEGISLATIVE PATH:

5/20/2025	Common Council (Introduction)
5/27/2025	Finance Committee
5/28/2025	Water Utility Board
6/3/2025	Common Council (Final Action)

ATTACHMENTS:

1. Memo (This Document)
2. Noncompetitive Selection Form (of Contract to be Amended)
3. Draft of Contract Amendment Form



Finance Department Purchasing Services

David P. Schmiedicke, Director
City-County Building, Room 406
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4521 | Fax: (608) 267-5948
purchasing@cityofmadison.com
cityofmadison.com/finance/purchasing

Accounting Services Manager
Patricia A. McDermott, CPA

Budget & Program Evaluation Manager
Christine Koh

Internal Audit & Grants Manager
Kolawole Akintola

Risk Manager
Eric Veum

Treasury & Revenue Manager
Craig Franklin, CPA

Non-Competitive Selection Request

Requisition Number

Fund
2100 WATER UTILITY

Major
546** Consulting/Professional Services

Agency
Water Utility

Total Purchase Amount
\$ 400,000.00

Vendor Name
Short Elliott Hendrickson, Inc.

Product/Service Description
A contract amendment for professional engineering planning, design, and permitting related to the reconstruction of Unit Well 12, including the well pumphouse and the ground-level reservoir.

Exception Criteria
7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

Reason For Request
Madison Water Utility's (MWU) Unit Well 12 (801 South Whitney Way) was established in 1958. It operates year-round and delivers water to Madison's Near West neighborhoods including University Hill Farms, Sunset Village, Midvale Heights, Westmorland, Crawford-Marlborough-Nakoma, Orchard Ridge, Summit Woods, Meadowood, Allied Dunn's Marsh, Arbor Hills and Leopold. In 2024, Well 12 pumped 550 million gallons compared to its 5-year average of 559 million gallons annually. The site consists of a well pump house and a detached 150,000 gallon above-ground water reservoir.

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Well 12 to a dual-pressure zone well by making pipeline and facility improvements to allow it the ability to supply water to Pressure Zones 7 and 8.

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2016-2018:

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2019-2023:

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initiated a design contract with SEH so that the SDWLP application deadline of June 30th could remain on schedule regardless of the loan eligibility determination. Given both the age of SEH's original scope of work contract for Unit Well 12 and the potential expanded design needs for the reservoir and SDWLP coordination, a new design contract was deemed appropriate in lieu of further amending the one that started back in 2014. In mid-April, MWU received the PPL which indicated that the pump house portion of the Unit Well 12 project would be eligible, and the reservoir portion of the project was "undetermined". With this information, MWU will still aim to apply for both elements of the project by June 30th, and coordinate with the DNR on further determining SDWLP eligibility of the reservoir reconstruction between now and the fall of 2025. To capture SEH's full remaining scope of design and construction bidding work through the end of the year, MWU will amend the 2025 contract that was previously initiated.

Basis for Sole Source:
SEH was originally selected competitively for this project, and continuing to utilize their services for this work remains in the best interest of MWU. Professional design continuity is economical to MWU on the basis of time and money. Furthermore, the nature of this work is such that other design professional firms would not certify another's work in a situation like this, and instead would essentially be re-designing this Unit Well 12 design from scratch again.

Requestor
Holmgren, Peter

Comments

The City of Madison has paid Short Elliott Hendrickson a total of \$2,405,008 since 2015. Of that, \$2,239,445 was competitively selection, \$148,681 was non-competitively selected, and \$16,882 was made up of small purchases that were below the threshold requiring competitive selection.



AMENDMENT

to the Contract for Purchase of Services

between the City of Madison and Short Elliott Hendrickson, Inc.

Unit Well 12 Reconstruction

The City of Madison and Contractor listed above agree to amend the Contract for Purchase of Services executed by the City on 5/13/2025 ("Original Contract"), as follows:

1. Section 3, the Scope of Services, is amended to add the following:

"Attachment B – Unit Well 12 Contract Amendment"

Attachment B is included with this Amendment.

2. Section 23 is being amended as follows:

"23. COMPENSATION. It is expressly understood and agreed that in no event will the total compensation under this contract exceed ~~\$75,000~~ \$400,000 unless the Contract is amended as provided for in Section 9, AMENDMENT."

3. All other provisions of the Original Contract shall remain unchanged and in full force and effect.
4. Authority to Sign. The person signing on behalf of the Contractor represents and warrants that they have been duly authorized to bind the Contractor and sign this amendment on the Contractor's behalf.

IN WITNESS WHEREOF, the parties hereto have set their hands at Madison, Wisconsin.

CONTRACTOR:

(Type or Print Name of Contracting Entity)

By: _____
(Signature)

(Print Name and Title of Person Signing)

Date: _____

**CITY OF MADISON, WISCONSIN
a municipal corporation:**

By: _____
Satya Rhodes-Conway, Mayor

Date: _____

Approved:

David P. Schmiedicke, Finance Director

Date: _____

By: _____
Michael Haas, Acting City Clerk

Date: _____

Approved as to Form:

Eric T. Veum, Risk Manager

Date: _____

City Attorney

Date: _____



Building a Better World
for All of Us®

May 13, 2025

RE: Madison Water Utility - UW 12 Wellhouse
Reconstruction and Reservoir Final Design
SEH No. MADWU UW 12 182222

Pete Holmgren, PE, Chief Engineer
Madison Water Utility
119 East Olin Avenue
Madison, WI 53713

Dear Mr. Holmgren:

Short Elliott Hendrickson Inc. (SEH⁰) proposes to complete Final Design Services for the UW 12 Wellhouse Reconstruction and Reservoir project. The final design scope includes the following:

- Topographic survey of the project site.
- Geotechnical exploration procurement assistance.
- UW 12 - Wellhouse Reconstruction Final Plans and Specs Preparation
- UW 12 - 1.5 MG Ground Storage Reservoir Final Plans and Specs Preparation
- Project Permitting and Bidding Assistance

The work is proposed for a total fee of \$358,900.00. A portion of this (Tasks I-III) was previously contracted for \$72,640. The fee breakdown by task and hours is as follows:

TASK	HOURS	FEE
Tasks I-III	406	\$ 72,640
Task IV	997	\$ 189,600
Task V	507	\$ 95,960
Total	1910	\$ 358,200

A proposed detailed project scope of work and Level of Effort (LOE) breakdown is also enclosed for your review. We look forward to working on the UW 12 Wellhouse Reconstruction and Reservoir - Final Design project with Madison Water Utility.

Sincerely,

Jeffrey Nussbaum, PE (WI)
Principal | Sr. Professional Engineer

Enclosure: Project Scope of Work, LOE Breakdown

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Project Work Scope

MADISON WATER UTILITY – UNIT WELL 12 FINAL DESIGN, PERMITTING, AND BIDDING SERVICES

PROJECT BACKGROUND

SEH originally completed a design for the Unit Well 12 Reconstruction project in 2017. The project plans, specs and estimates were approved by the Common Council on November 17, 2017. Other permits were completed for the project including PSC, WisDNR and Local Permits, but the project was not bid or awarded and was put on hold and related permits have since expired.

A preliminary design phase was completed to review the existing UW 12 wellhouse reconstruction plans and specifications and identify revisions necessary to meet current codes and design practices. Preliminary design also included an evaluation of replacing the existing concrete reservoir at the project site, which is small and nearing the end of its service life. The Utility's water model was utilized to analyze potential advantage of a larger reservoir at the site. The results supported a larger 1.5 MG storage tank provided numerous operational advantages for the Utility in the future.

DETAILED SCOPE OF SERVICES – FINAL DESIGN, PERMITTING, AND BIDDING SERVICES

The following project scope is proposed to complete an initial final design phase of the Unit Well 12 Wellhouse Reconstruction and 1.5 MG reservoir project. Our primary goals include the following:

- Topographic survey and update the existing basemaps for the project site.
- Assist in procurement of a geotechnical exploration and design report.
- UW 12 Wellhouse Reconstruction and Reservoir Preliminary Design
- Utility and Agency Preliminary Reviews
- UW 12 Wellhouse Reconstruction Final Plans and Specification Preparation
- 1.5 MG Ground Storage Reservoir Final Plans and Specifications Preparation
- Project Permitting and Bidding Assistance

The following detailed scope of services outlines the initial final design tasks SEH will perform for the Unit Well 12 Wellhouse Reconstruction and 1.5 MG Reservoir project.

TASK I – PROJECT SITE TOPOGRAPHIC SURVEY

1. Provide a topographic survey of the existing UW 12 property and surrounding area (approximately 3.5 acres). The project is located at the intersection of Whitney Way and W Beltline Hwy. The topo survey will include all features and underground utilities on the site and at a minimum distance of 50 ft. outside the property line. The survey will be completed in Dane County coordinates.
2. Topographic survey work includes calling in locates using Digger's Hotline prior to work, coordinating with the Utility to locate underground features, setting horizontal and vertical control on the project site, topo of the project site, and importing data into Civil 3D software.

ATTACHMENT B

3. Drafting of the topographic survey basemap will be completed utilizing Civil 3D. The existing conditions plan sheet for the UW 12 Project site will also be updated, which will be utilized for the UW 12 Wellhouse and Reservoir final plans.
4. While onsite, surveyors will stake the soil boring locations, as described in Task II.

TASK II – GEOTECHNICAL EXPLORATION REQUEST

5. Draft a geotechnical exploration needs request and project description for the UW 12 Ground Storage Reservoir Project.
6. Create a site plan exhibit detailing proposed soil boring locations and coordinates. Stake the soil boring locations in the field.
7. Coordinate proposed soil borings request information with D110 tank manufacturer(s) to ensure sufficient information is obtained for project design and construction.
8. The project description and exhibit documents will be provided to MWU for their use in contracting for geotechnical engineering services.

TASK III – FINAL DESIGN

9. Project design review meetings to be held virtually with the Utility at different points during final design to review and discuss project details with individual design disciplines. The meetings will provide Madison Water Utility with an opportunity to provide detailed input on process design updates, civil plan updates, structural and architectural design updates, mechanical plans, and electrical/SCADA design.
10. Prepare for and facilitate a WisDNR and PSC Project Pre-Plan Submittal Meeting with WisDNR, PSC, SEH, and Utility Staff. Prepare pre-application meeting submittal presentation and facilitate virtual meeting.
11. Prepare preliminary reservoir civil plans. Updated civil plans to detail existing site conditions with improvements made at the site since 2017 and prepare a proposed site layout detailing both the wellhouse and reservoir, proposed utility plan, and grading plan.
12. Prepare preliminary reservoir process plans to detail the proposed reservoir floor plan, elevations, process piping, and construction details.
13. Provide structural review of the ground storage reservoir geotechnical exploration report. Coordinate design requirements and details for foundation preparation, structural fill, foundation design, site drainage, and other applicable design parameters identified in the report.
14. Coordinate reservoir project reviews with regulatory agencies and utilities. Initial project reviews are important to allow early opportunities for the agencies and utilities to comment on site layout and permitting requirements.
 - Submit preliminary plans to City of Madison Zoning Department for initial site plan review and comments.
 - Submit preliminary plans to the City of Madison Engineering Department to determine applicable stormwater requirements for the project.
 - Submit preliminary plans to WisDOT for review and comment.
 - Utility preliminary plan reviews to determine potential utility conflicts and relocations.

15. Coordinate with proposed tank manufacturers for preliminary design review input. Submit preliminary civil and process plans to tank manufacturers for review of plans, reservoir constructability, and project schedule. Also, coordinate preparation of detailed construction cost estimates.
16. UW 12 Wellhouse Reconstruction Plan updates including the following:
 - Revival of existing wellhouse models, updating to current model software formats, repairing references as necessary and plan sheet border updates.
 - Updated construction details to current versions, as necessary.
 - Updating existing infrastructure information for existing site utilities, process equipment, onsite generator, and electrical equipment.
 - Detail salvaged equipment requirements including but not limited to electrically actually valves for Pressure Zone 7 and 8, Booster pump, motor, piping, valves, and other related pump appurtenances. Evaluate salvage potential of other existing equipment at UW 12 well house, as discussed with Utility Staff.
17. UW 12 Process Design Revisions. Revise existing process plans to include reservoir fill piping to allow more efficient water transfer operations, as discussed in preliminary design phase. Other process plan updates include:
 - Detailing additional process piping appurtenances per WisDNR NR 811 Code requirements
 - Review UW 12 deep well and high booster pump design calcs for new hydraulic conditions due to reservoir addition.
 - Revise pump designs and selections, as required.

TASK IV – FINAL DESIGN II

18. Develop regular task reporting and communication methods concerning progress of the work throughout final design and permitting. Reporting shall consist of:
 - Progress reports shall be submitted each month to detail progress made during the previous month, planned work for the coming month and any issues that need to be resolved.
 - Monthly reports shall include an updated project schedule.
 - Monthly reports shall not exceed one type written page not including updated schedules, charts or tables.
19. Assist the Utility in notifying identified stakeholders, residents, and property owners within the vicinity by preparing updated mapping, building plans, and process flow diagrams to aid in communicating the actions being considered for this unit well to the City Departments, committees, neighborhood groups and any other interested parties.
 - Assist the Utility with project Public Information Meeting(s). Attend PIM meeting with Utility to assist with project questions and discussions.
20. Assist the Utility in preparation for Utility Board Meetings. Our team will assist Utility staff to obtain all City of Madison approvals and make presentations as required, meeting the requirements of Planning and Zoning Departments and the Board of Public Works. If necessary, SEH will attend one (1) Utility Board Meeting in person for presentations and project discussions.

21. UW 12 Electrical Plan Updates: Prepare 30% electrical plans for the updated/revised design for UW 12. Design revisions and updates identified in the preliminary design phase include the following:
- MCC Components: Redesign to wall mount components, where possible, to reduce the amount of MCC cabinets and save costs.
 - Relocate CT cabinet and electrical meters to exterior per MG&E current standards.
 - Remove telephone service and coordinate updated access and security requirements (to current standards and equipment) with Utility for well house.
 - Update existing wellhouse demolition plan to salvage any items to Utility.
 - Prepare for and coordinate a virtual design review meeting with Utility to review details of the 30% electrical plan design. Incorporate Utility comments and feedback into final plans and specifications.
22. Wellhouse Final Design. All engineering disciplines will finalize plans and specifications for WisDNR submittal. Notable final design tasks include the following:
- Wellhouse Design Calculations – Process, Architecture, Structural, Electrical and Mechanical Disciplines complete design calculations to verify that the existing design meets current code requirements. Calculations are required for various permitting applications. Where applicable, existing calculations from the previous UW 12 project may be utilized and updated as necessary.
 - Wellhouse Structural and Architectural roof design updates. The precast concrete roof utilized in the previous wellhouse design now potentially requires the installation of a concrete topping for warranty compliance for the roofing system. Design details and specification preparation for the concrete topping and verification of existing precast roof design is included in this work.
 - Mechanical Air Handling Unit will be redesigned to current standards.
 - Water process design will finalize piping revisions details for new reservoir fill piping and utilization of existing actuated valves and booster pump.
 - Electrical and SCADA Final Design. Coordinate with City's preferred vendor, new MCC, VFD's and controls equipment, monitoring and security systems, connection to existing onsite backup generator, and utility service coordination.
23. Ground Storage Reservoir Final Design includes the following:
- Civil Design: Site design will be completed for proposed reservoir location, site improvements, utilities, grading, stormwater, erosion control, and landscape architecture.
 - The City of Madison Engineering Department will require that a stormwater design and report submittal for the entire project be completed and submitted, due to the amount of impervious surfaces added to the site.
 - Drinking water process plans include tank floor plans, elevations views, cross sections, and construction details. Process design calculations to be completed for sizing process piping, overflows, drain piping, venting, etc. Finalize the system modeling, completed in preliminary design, of the proposed reservoir to confirm functionality and proper sizing of reservoir fill piping.

ATTACHMENT B

- Structural design review of the reservoir to incorporate geotechnical design requirements for footings, utility piping, structural fill, over excavation, and other elements of the structure.
 - Electrical Design of reservoir power, level measurement and mixing systems.
24. Complete 90% UW 12 Wellhouse Reconstruction and Reservoir Plans, Specs, and Construction Cost Estimates for Utility Review.
- Meet with Utility to discuss project details and review project documents.
 - Incorporate feedback and comments into Final Plans and Specs for WisDNR Submittal.
25. Complete UW 12 Wellhouse Reconstruction and Reservoir Final Design Plans, Specifications, and permit applications for a complete Drinking and Groundwater Plan Review department submittal
- WisDNR Drinking Water Plan Review Submittal by June 30th to meet SDWLP requirements.
26. All SEH project work is subject to peer reviews as part of SEH's QC program. Each project includes a technical reviewer responsible to ensure quality control plans and peer reviews are properly conducted.

TASK V – PERMITTING AND BIDDING

27. Permit the proposed UW12 Wellhouse Reconstruction and 1.5 MG Ground Storage Reservoir project with WisDNR and PSC for construction.
- Coordinate WisDNR and PSC joint pre-application meeting and preparation of project presentation.
 - Prepare WisDNR Engineering Report. For the wellhouse portion of the project, portions of the original engineering report will be utilized for efficiency. Design updates will be incorporated and also applicable design information for the added 1.5 MG reservoir. (this task will be completed prior to June 30, 2025 for submittal to meet SDWLP application requirements)
 - Preparation of WisDNR Public Water System Plan Submittal permit applications, checklists, cover letter, design calculations and other supporting information. (this task will be completed prior to June 30, 2025 for submittal to meet SDWLP application requirements)
 - Coordinate review responses with WisDNR. Address reviewer questions and comments. Revise plans and specifications as required, resubmit applicable information for review and approval.
 - Prepare and assist the Utility in making the PSC Construction Authorization Application. Prepare PSC report submittal, schedule submittal for review, address review questions and comments, and obtain construction authorization.
28. Prepare and submit required permit applications with the City of Madison. The anticipated required applications include Zoning and Planning Department, Building Permit Submittal, and City Engineering-Stormwater.
29. Final (100%) Construction Bid Documents preparation. Final Construction Plans and Specs shall include all revisions and updates incorporated during the permitting process.
30. Project bidding assistance including the following:
- Assist the Utility in preparation of advertisement for bids and coordinate the bid process.

ATTACHMENT B

- Provide copies of final UW 12 Wellhouse and Reservoir Bidding Plans for Utility's use in bidding.
- Provide project technical specifications, Division 1 specifications, allowance details, project descriptions, and bid tabs as needed for the Utility's use in their project manual for bidding.
- Participate in a pre-bid meeting with prospective contractors to provide an overview of the project and answer questions.
- Assist Utility with bidding through preparation of addendums and addressing contractor questions. Utility will distribute addenda and receive bidding questions from the potential bidders.
- Attend bid opening meeting virtually if necessary. Evaluate bid results and provide bid a recommendation to Utility.

PROJECT SCHEDULE

The Utility is applying for Safe Drinking Water Loan funding for this project. The deadline for completion and submittal of Wisconsin Department of Natural Resources (WisDNR) Drinking Water permit applications including biddable / approvable plans, is June 30, 2025. Every effort within the control of the Consultant will be made to meet this deadline for final plan and WisDNR submittals. All scope items necessary for WDNR submittal will be completed prior to SDWLP submittal deadline. Final Design will continue after the deadline with PSC Construction Authorization Submittal, WDNR Review Comment Responses, Local Agency Permitting, and Bid Documents preparation.

Scope items 1-30 are anticipated to be completed by February 28th, 2026. See below for anticipated project final design, permitting, and bidding schedule:

TASK	SCHEDULE
Project Kickoff Meeting and Design Team Coordination Meetings	April 28
Topographic Survey of Project Site and Geotech Description	May 5 th
Wellhouse Plan Updates – Backgrounds, Design Model, Drawing Files	May 16 th
WisDNR/PSC Pre-application Joint Meeting	May 22 nd
Reservoir Plans – Prelim. Process and Civil Design (Approx. 60%)	May 23 rd
Agency Coordination - WisDOT, City Zoning and Engineering, Utility	May 23 rd
Reservoir Plans, Specs, and Costs Due for Review (Approx. 90%)	June 6 th
Wellhouse Updated Plans, Specs, Costs Due for Review (Approx. 90%)	June 6 th
Client Project Review Meeting	June 9 th
WisDNR Engineering Report, Final Plans and Specs Completion	June 20 th
WisDNR Drinking Water Plan Review Submittal	June 27 th
PSC Construction Authorization Submittal	July 31 st
City of Madison Permit Submittals	August 2025
WisDNR Review Comments Addressed	August 2025
WisDNR and City of Madison Approval	October 2025
PSC Construction Authorization	November 2025
Final Bidding Documents Preparation	December 2025
Construction Bidding	Jan./Feb. 2026

ATTACHMENT B

SHORT ELLIOTT HENDRICKSON INC.

MADISON WATER UTILITY

Project: Unit Well 12 Wellhouse Reconstruction and Reservoir - Final Design

Date: May 13,2025

DESIGN SERVICES		CONSULTANT	FINAL DESIGN		TOTAL		COST PER HOUR
			COST	HOURS	COST	HOURS	
<u>BASIC SERVICES</u>	Project Management	SEH	\$36,600	170	\$36,600	170	\$215.29
	Process Engineering	SEH	\$64,900	393	\$64,900	393	\$165.14
	Hydraulics Engineering	SEH	\$13,700	80	\$13,700	80	\$171.25
	Process Drafting	SEH	\$34,320	210	\$34,320	210	\$163.43
	Architecture	SEH	\$24,260	142	\$24,260	90	\$269.56
	Landscape Architecture	SEH	\$5,470	36	\$5,470	45	\$121.56
	Mechanical Engineering	SEH	\$35,700	180	\$35,700	200	\$178.50
	Structural Engineering	SEH	\$31,400	143	\$31,400	158	\$198.73
	Civil Engineering	SEH	\$35,900	231	\$35,900	231	\$155.41
	Electrical Engineering	SEH	\$40,500	199	\$40,500	199	\$203.52
	Survey	SEH	\$3,185	24	\$3,185	24	\$132.70
	QAQC	SEH	\$6,200	24	\$6,200	24	\$258.33
	Administrative	SEH	\$12,360	78	\$12,360	90	\$137.33
	* Expenses	SEH	\$13,705	-	\$13,705	-	-
	SUB-TOTAL		\$358,200	1,910	\$358,200	1,910	\$187.54
	TOTAL		\$358,200	1,910	\$358,200	1,910	\$187.54



Legislation Text

File #: 88328, Version: 1

.Fiscal Note

The proposed resolution authorizes the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. (SEH) for design services related to the reconstruction of Madison Water Utility's Unit Well 12 in an amount not to exceed \$400,000. Funding for the amendment and original Unit Well 12 costs is available in the Water Utility's 2025 Adopted Capital Budget (Munis #10452). The original service contract with SEH was below the competitive selection threshold. No additional appropriation is required.

.Title

Authorizing the amendment of a non-competitive selection contract with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12 (District 11)

.Body

WHEREAS, Madison Water Utility's (MWU) Unit Well 12 (801 South Whitney Way) was established in 1958. It operates year-round and delivers water to Madison's Near West neighborhoods including University Hill Farms, Sunset Village, Midvale Heights, Westmorland, Crawford-Marlborough-Nakoma, Orchard Ridge, Summit Woods, Meadowood, Allied Dunn's Marsh, Arbor Hills and Leopold. In 2024, Unit Well 12 pumped 550 million gallons compared to its 5-year average of 559 million gallons annually. The site consists of a well pump house and a detached 150,000 gallon above-ground water reservoir, and

WHEREAS, in 2014, Short Elliott Hendrickson, Inc. (SEH) was selected through a competitive request for proposal process as the engineering consultant to work with MWU on the design of a concept that would allow Unit Well 12 to operate as a dual-pressure zone facility, and

WHEREAS, through 2018, SEH established plans and specifications for a Public Works project to be bid and constructed for Unit Well 12, however the project bidding process was ultimately delayed, and

WHEREAS, in 2024, to re-initiate and fund the Unit Well 12 project for 2026 construction, MWU filed its Intent to Apply (ITA) with the Wisconsin DNR for the 2026 fiscal year of Wisconsin's Safe Drinking Water Loan Program (SDWLP), and

WHEREAS, in 2025, MWU elected to move forward with the updated pump house design from the previous bidding process, as well as a new design for replacing the site's reservoir, and

WHEREAS, while awaiting the Wisconsin DNR's Project Priority List (PPL) for the 2026 SDWLP, MWU initiated a design contract with SEH so that the SDWLP application deadline of June 30th could remain on schedule regardless of the loan eligibility determination; given both the age of SEH's original scope of work contract for Unit Well 12 and the potential expanded design needs for the reservoir and SDWLP coordination, a new design contract was deemed appropriate in lieu of further amending the one that started back in 2014, and

WHEREAS, in mid-April, MWU received the PPL which indicated that the pump house portion of the Unit Well 12 project would be eligible, and the reservoir portion of the project was "undetermined", and

WHEREAS, with this information, MWU will still aim to apply for both elements of the project by June 30th, and coordinate with the DNR on further determining SDWLP eligibility of the reservoir reconstruction between now

and the fall of 2025, and

WHEREAS, to capture SEH's full remaining scope of design and construction bidding work through the end of 2025, MWU seeks to amend the 2025 contract that was initiated, which will make the value of the contract greater than \$75,000, and

WHEREAS, under MGO 4.26(4)(b), a service contract with a total price over the lifetime of the contract of \$75,000 or more that was not competitively selected must be approved by the Common Council and must meet one of the exceptions in MGO 4.26(4)(a); and

WHEREAS, SEH was originally selected competitively for this project, and continuing to utilize their services for this work remains in the best interest of MWU, and

WHEREAS, professional design continuity is economical to MWU on the basis of time and money, and

WHEREAS, the nature of this work is such that other design professional firms would not certify another's work in a situation like this, and instead would essentially be re-designing this Unit Well 12 design from scratch again, and

WHEREAS, the proposed contract amendment meets the exception in MGO 4.26(4)(a)7. for the use of a consultant who has provided services to the City on a continuing project and it would be economical for the City on the basis of time and money to retain the same consultant.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Mayor and City Clerk are authorized to execute a sole source service contract amendment with Short Elliott Hendrickson, Inc. for design services related to the reconstruction of Madison Water Utility's Unit Well 12, as outlined in the attached contract amendment draft and in a format approved by the City Attorney.

BE IT FURTHER RESOLVED, that future amendments that do not exceed Madison Water Utility's approved capital budget or the scope of the design and construction of the Unit Well 12 project as authorized by the Common Council may be executed by the Water Utility General Manager and City Finance Director and/or designee, and counter executed by Short Elliott Hendrickson Inc.



City of Madison

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

Master

File Number: 88293

File ID: 88293

File Type: Resolution

Status: Items Referred

Version: 1

Reference:

Controlling Body: WATER UTILITY BOARD

File Created Date : 05/12/2025

File Name: Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,277 from the Wisconsin Department of Health Services, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related

Final Action:

Title: Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,277 from the Wisconsin Department of Health Services, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related documents(s) authorizing acceptance of the grant and the transfer of funds.

Notes:

Sponsors: MGR Govindarajan And Derek Field

Effective Date:

Attachments: Memo - Authorizing Wisconsin Department of Health Services Grant.pdf, Attachment - File # 88293
Legislation Text.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/12/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (5/27/25), Water Utility Board (5/28/25), Common Council (6/3/25)						
1	COMMON COUNCIL	05/20/2025	Refer	FINANCE COMMITTEE			Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the FINANCE COMMITTEE.						
	Notes: The motion passed by voice vote/other.						
	Notes: Additional Referral to Water Utility Board (5/28/25)						
1	FINANCE COMMITTEE	05/21/2025	Refer	WATER UTILITY BOARD			
	Action Text: This Resolution was Refer to the WATER UTILITY BOARD						

Text of Legislative File 88293

.Fiscal Note

The proposed resolution authorizes the City of Madison Water Utility to apply for and accept if awarded, grant funding of up to \$36,277 from the Wisconsin Department of Health Services. The grant will fund a portion of the costs of replacing pumps to remotely adjust fluoride feed rate based on changing water pumping conditions. If the grant is awarded, the Water Utility's 2025 Adopted Operating Budget will be amended to appropriate the grant funding.

.Title

Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,277 from the Wisconsin Department of Health Services, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related documents(s) authorizing acceptance of the grant and the transfer of funds.

.Body

WHEREAS, the City of Madison Water Utility has been successfully delivering optimally fluoridated water for over 75 years, and was recognized with a Water Fluoridation Quality Award by the Centers for Disease Control and Prevention (CDC) for "providing high-quality water fluoridation ... representing a high level of operator care and accomplishment", and WHEREAS, that consistent delivery of an optimal fluoride level requires specialized equipment that can be carefully calibrated and will prevent backsiphonage, and the equipment periodically must be replaced and updated with new equipment, and

WHEREAS, the City of Madison Water Utility is in the process of replacing the older, less reliable Pulsatron fluoride pumps in favor of newer peristaltic ones that provide consistent dosing without backflow risk, and will standardize the pump style, manufacturer, and model across the utility's water system thereby lowering operations and maintenance costs by needing to supply parts for only one model, and

WHEREAS, the City of Madison Water Utility is mid-way through a replacement cycle and plans to replace an additional thirteen pumps and add one Omni valve to automatically and remotely adjust the fluoride feed rate based on changing water pumping conditions with the grant proceeds, and

WHEREAS, the Wisconsin Department of Health Services - Oral Health Program offers a Community Water Fluoridation Equipment Grant Funding Opportunity to support public water systems in providing optimally fluoridated water to ensure that communities consistently provide fluoride levels at the optimal range of 0.7 mg/L to residents, and

WHEREAS, the award will reimburse 100% of the purchase of water fluoridation equipment up to the grant amount of \$36,277 with the final reimbursement being requested on or before June 30, 2025.

NOW THEREFORE BE IT RESOLVED, that the City of Madison Water Utility is authorized to apply for and to accept a Wisconsin Department of Health Services - Oral Health Program grant, if awarded, for up to \$36,277 for fluoride treatment equipment, and

BE IT FURTHER RESOLVED, that the City of Madison Water Utility 2025 Operating Budget will be amended to appropriate the grant revenue and expenses for chemical treatment equipment to up to \$36,277, and

BE IT FINALLY RESOLVED, that the Mayor and Water Utility General Manager, or their designees are authorized to sign a grant agreement with the Wisconsin Department of Health Services in a format approved by the City Attorney, and any other necessary documents to comply with the grant requirements and to secure the grant funding.



MEMORANDUM

Date: May 12, 2025

To: Mayor Satya Rhodes-Conway
Common Council
Finance Committee
Water Board

From: Joseph Grande – Water Resources Manager
Krishna Kumar – General Manager

Subject: Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,276 from the Wisconsin Department of Health Services – Oral Health Program, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related document(s) authorizing acceptance of the grant and the transfer of funds.

RECOMMENDATION:

Staff is seeking authorization to apply for and accept a Wisconsin Department of Health Service—Oral Health Program grant, if awarded, for up to \$36,277 for fluoride treatment equipment, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related document(s) authorizing acceptance of the grant and the transfer of the funds.

BACKGROUND:

The City of Madison Water Utility has been successfully delivering optimally fluoridated water for over 75 years and was recognized with a Water Fluoridation Quality Award by the Centers for Disease Control and Prevention (CDC) for, “providing high-quality water fluoridation...representing a high level of operator care and accomplishment.”

Consistent delivery of an optimal fluoride level requires specialized equipment that can be carefully calibrated and will prevent back siphonage. The equipment periodically must be replaced and updated with new equipment.

The City of Madison Water Utility is in the process of replacing the older, less reliable Pulsatron fluoride pumps in favor of newer peristaltic ones that provide consistent dosing without backflow risk, and will standardize the pump style, manufacturer, and model across the utility’s water system thereby lowering operations and maintenance costs by needing to supply parts for only one model, and the City of Madison Water Utility is mid-way through a replacement cycle and plans to replace an additional thirteen pumps and add one Omni valve to automatically and remotely adjust the fluoride feed rate based on changing water pumping conditions with the grant proceeds, and the Wisconsin Department of Health Services – Oral Health Program offers a Community Water Fluoridation Equipment Grant Funding Opportunity to support public water



systems in providing optimally fluoridated water to ensure that communities consistently provide fluoride levels at the optimal range of 0.7 mg/L to residents, and the award will reimburse 100% of the purchase of water fluoridation equipment up to the grant amount of \$36,277 with the final reimbursement being requested on or before June 30, 2025.

FISCAL IMPACTS:

The City of Madison Water Utility 2025 Operating Budget will be amended to appropriate the grant revenue and expenses for chemical treatment equipment to up to \$36,277.

LEGISLATIVE PATH:

5/20/2025	Common Council (Introduction)
5/27/2025	Finance Committee
5/28/2025	Water Utility Board
6/03/2025	Common Council (Final Action)

ATTACHMENTS:

1. Memo (This Document)
2. Resolution



Legislation Text

File #: 88293, Version: 1

.Fiscal Note

The proposed resolution authorizes the City of Madison Water Utility to apply for and accept if awarded, grant funding of up to \$36,277 from the Wisconsin Department of Health Services. The grant will fund a portion of the costs of replacing pumps to remotely adjust fluoride feed rate based on changing water pumping conditions. If the grant is awarded, the Water Utility's 2025 Adopted Operating Budget will be amended to appropriate the grant funding.

.Title

Authorizing the City of Madison Water Utility to apply for and accept a grant, if awarded, of up to \$36,277 from the Wisconsin Department of Health Services, and authorizing the Mayor and Water Utility General Manager, or their designees, to sign related documents(s) authorizing acceptance of the grant and the transfer of funds.

.Body

WHEREAS, the City of Madison Water Utility has been successfully delivering optimally fluoridated water for over 75 years, and was recognized with a Water Fluoridation Quality Award by the Centers for Disease Control and Prevention (CDC) for "providing high-quality water fluoridation ... representing a high level of operator care and accomplishment", and

WHEREAS, that consistent delivery of an optimal fluoride level requires specialized equipment that can be carefully calibrated and will prevent backsiphonage, and the equipment periodically must be replaced and updated with new equipment, and

WHEREAS, the City of Madison Water Utility is in the process of replacing the older, less reliable Pulsatron fluoride pumps in favor of newer peristaltic ones that provide consistent dosing without backflow risk, and will standardize the pump style, manufacturer, and model across the utility's water system thereby lowering operations and maintenance costs by needing to supply parts for only one model, and

WHEREAS, the City of Madison Water Utility is mid-way through a replacement cycle and plans to replace an additional thirteen pumps and add one Omni valve to automatically and remotely adjust the fluoride feed rate based on changing water pumping conditions with the grant proceeds, and

WHEREAS, the Wisconsin Department of Health Services - Oral Health Program offers a Community Water Fluoridation Equipment Grant Funding Opportunity to support public water systems in providing optimally fluoridated water to ensure that communities consistently provide fluoride levels at the optimal range of 0.7 mg/L to residents, and

WHEREAS, the award will reimburse 100% of the purchase of water fluoridation equipment up to the grant amount of \$36,277 with the final reimbursement being requested on or before June 30, 2025.

NOW THEREFORE BE IT RESOLVED, that the City of Madison Water Utility is authorized to apply for and to accept a Wisconsin Department of Health Services - Oral Health Program grant, if awarded, for up to \$36,277 for fluoride treatment equipment, and

BE IT FURTHER RESOLVED, that the City of Madison Water Utility 2025 Operating Budget will be amended

to appropriate the grant revenue and expenses for chemical treatment equipment to up to \$36,277, and

BE IT FINALLY RESOLVED, that the Mayor and Water Utility General Manager, or their designees are authorized to sign a grant agreement with the Wisconsin Department of Health Services in a format approved by the City Attorney, and any other necessary documents to comply with the grant requirements and to secure the grant funding.



City of Madison

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

Master

File Number: 88416

File ID: 88416

File Type: Report

Status: Items Referred

Version: 1

Reference:

Controlling Body: WATER UTILITY BOARD

File Created Date : 05/22/2025

File Name: Financial Conditions Monthly Report

Final Action:

Title: Financial Conditions Monthly Report

Notes:

Sponsors:

Effective Date:

Attachments: Memo - Financial Conditions Report May 2025.pdf,
Attachment - Financial Conditions Report as of
4.30.25.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/22/2025	Refer	WATER UTILITY BOARD			
Action Text: This Report was Refer to the WATER UTILITY BOARD							

Text of Legislative File 88416

.TITLE

Financial Conditions Monthly Report

.BODY

See corresponding memo and attachments.

MEMORANDUM

Date: May 28, 2025

To: Water Utility Board

From: January Vang, Finance and Administrative Manager

Subject: Monthly Financial Report – Operating and Capital Funds

BACKGROUND

Board governance policy requires that the Utility shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Outcomes policies. Accordingly, the Utility shall not cause or allow conditions, procedures, or decisions that:

1. Fail to ensure long-term financial health.
2. Fail to present a balanced annual operating budget and quarterly updates on actual expenditures and income.
3. Exceed total appropriations for the fiscal year, unless directed to do so by the board.
4. Use any dedicated reserves for purposes other than those for which they are designated, unless directed to do so by the board.
5. Undertake a debt without payoff schedule and identification of revenue stream.
6. Fail to establish an unrestricted reserve equal to a typical three months' operating expenses.
7. Fail to inform the board of where the utility stands with any current rate case in progress.
8. Fail to be able to provide a concise summary of the financial condition of the utility at any time.
9. Fail to adjust spending related to revenue shortfalls in a budget deficit.

The Finance Section of the Utility strives hard to meet or exceed the expectations laid out above. The monthly financial update provided in the attached Budget to Actual comparison, as of April 30, 2025, reflecting these efforts is attached.

As of April 30, 2025:

- Water revenues are down \$493 thousand compared to budget. Pumpage was down 4.4% during this time period.
- Operating Fund balance is \$20.5 million.
- Capital Fund expenditures is \$13.5 million, of which \$7.7 million is encumbrances.
- Capital Fund balance is \$1.9 million.

MadCAP Data Summary (as of May 21, 2025)

	AMI <30%	AMI >30% and <50%	Total
Total Applications Received	561	269	830
Total Applications Approved	374	154	528
<i>Homeowners</i>	200	97	297
<i>Renters</i>	174	57	231
Total Applications Not Approved	187	115	302
Households Newly Enrolled in Conservation Programs	118	53	171

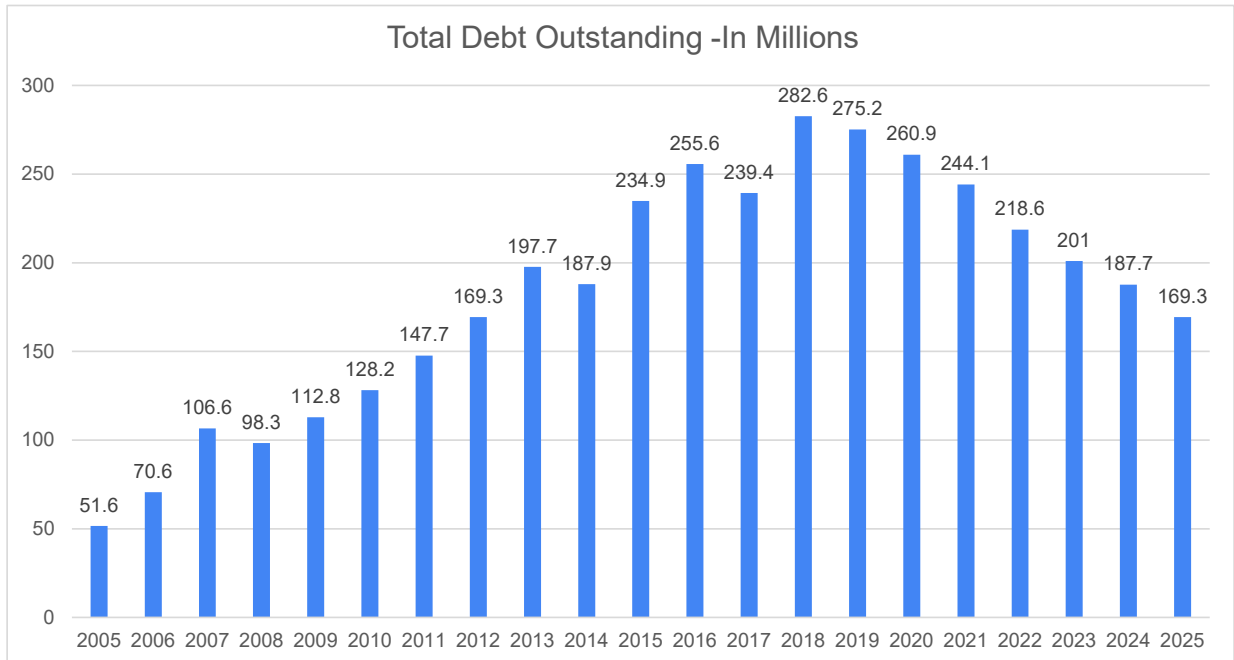
ATTACHMENTS:

- Budget to Actual comparison as of April 30, 2025

Madison Water Utility					
Budget to Actual Comparison					
As of April 30, 2025					
	FY 2023 Actual	FY 2024 Actual*	FY 2025 Budget	Year to Date April 30, 2025	Projected 2025
Operating Fund					
Revenues:					
Sales of water (Operations)	\$ 52,008,356	\$ 50,247,494	\$ 51,693,144	\$ 15,784,225	\$ 51,693,144
Other Revenues	1,704,401	1,326,031	1,213,000	209,584	\$ 1,213,000
Interest Income	1,840,905	1,846,886	1,090,000	496,042	\$ 1,090,000
Total Revenues	55,553,662	53,420,411	53,996,144	16,489,851	53,996,144
Expenditures:					
Operating Expenses	18,885,166	18,975,109	24,687,901	6,540,543	23,000,000
Debt Service - Interest & Principal	18,709,260	18,684,694	19,371,918	6,441,493	19,324,480
Transfer Out to City (PILOT)	6,440,655	6,395,254	6,400,000	2,133,333	6,900,000
Total Expenditures	44,035,081	44,055,057	50,459,819	15,115,370	49,224,480
Net Operating Fund Inc(Decr)	11,518,582	9,365,354	3,536,325	1,374,481	4,771,664
Operating Fund Balance					
Opening Fund Balance	6,198,389	12,178,312	18,960,007	18,960,007	18,960,007
Net Operating Fund Inc(Decr)	11,518,582	9,365,354	3,536,325	1,374,481	4,771,664
Tank Recoat Reserve	-	(800,000)	(800,000)	-	(800,000)
Catastrophic Reserve	-	-	-	-	(5,000,000)
Transfer Out to Capital Fund	(2,564,519)	(4,082,489)	(6,230,000)	(2,076,667)	(6,230,000)
Accrual Adjustments	(2,974,140)	2,298,830	(1,780,000)	2,286,524	(1,780,000)
Ending Fund Balance	\$ 12,178,312	\$ 18,960,007	\$ 13,686,333	\$ 20,544,346	\$ 9,921,671
Construction Fund					
Revenues:					
Bond/Loan Proceeds		7,328,000	-	-	-
SDWL Proceeds	-	1,705,445	800,000	1,559,712	5,595,395
Sales of Water (Expense Depreciation)	4,166,667	5,000,000	5,000,000	1,666,667	5,000,000
Trans from Oper Fund / Reserves	2,564,519	4,082,489	6,230,000	2,076,667	6,230,000
Total Capital Revenues	6,731,186	18,115,934	12,030,000	5,303,045	16,825,395
Actual Expenditures & Encumbrances					
Pipeline	5,122,766	6,052,988	6,290,000	2,397,490	6,290,000
Facility	1,825,551	4,399,747	2,995,000	10,037,792	12,195,000
Fleet/Other	1,689,181	2,132,862	2,759,000	1,049,122	2,759,000
Total Capital Expend & Encumb	8,637,497	12,585,597	12,044,000	13,484,404	21,244,000
Net Construction Fund Inc(Decr)	(1,906,311)	5,530,337	(14,000)	(8,181,358)	(4,418,605)
Construction Fund Balance					
Opening Fund Balance	6,420,832	4,514,521	10,044,858	10,044,858	10,044,858
Net Capital Fund Inc(Decr)	(1,906,311)	5,530,337	(14,000)	(8,181,358)	(4,418,605)
Ending Fund Balance	\$ 4,514,521	\$ 10,044,858	\$ 10,030,858	\$ 1,863,499	\$ 5,626,253
<i>*Subject to additional year-end entries and final audit</i>					

Madison Water Utility Cash Reserves & Long-Term Debt FY 2022 FY 2023 FY 2024 As of April 30, Cash Reserves Actual Actual Actual * 2025				
Restricted:				
Bond Redemption Fund	\$ 13,164,827	\$ 13,191,166	\$ 13,217,358	\$ 4,469,200
Bond Redemption Reserve Fund	13,970,411	12,190,068	12,190,068	8,467,295
BAN Repayment Fund	10,000,000	10,000,000	-	-
Tank Recoat Reserve	-	800,000	800,000	1,600,000
Catastrophic Reserve	-	-	-	5,000,000
Depreciation Fund	750,000	750,000	750,000	750,000
PILOT Fund	-	-	-	2,498,800
Assessment Account	1,504,541	1,858,134	2,055,530	2,055,530
Revenue Bond Construction Fund	6,420,832	2,548,254	7,492,361	5,445,016
Expense Depreciation	-	1,966,423	2,413,110	3,794,280
Timing Adjustments	-	-	-	5,556,252
Unrestricted Cash Balance	6,198,389	16,178,312	18,960,007	21,852,707
Total Cash & Investments (Munis)	\$ 52,009,000	\$ 59,482,356	\$ 57,878,434	\$ 61,489,081
No. of months expenditures covered by Operating Reserves	1.73	4.41	5.16	1.45
Debt Coverage Ratio	1.95	2.61	2.88*	
Debt Equity Ratio	1.30	1.06	0.83	

**subject to financial statement being issued*





City of Madison

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

Master

File Number: 88417

File ID: 88417

File Type: Report

Status: Items Referred

Version: 1

Reference:

Controlling Body: WATER UTILITY
BOARD

File Created Date : 05/22/2025

File Name: Capital Projects Monthly Report

Final Action:

Title: Capital Projects Monthly Report

Notes:

Sponsors:

Effective Date:

Attachments: Memo - Capital Projects Monthly Report
2025-05-28.pdf, Attachment - Capital Projects
Monthly Report 2025-05-28.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/22/2025	Refer	WATER UTILITY BOARD			
Action Text: This Report was Refer to the WATER UTILITY BOARD							

Text of Legislative File 88417

.TITLE

Capital Projects Monthly Report

MEMORANDUM

Date: May 28, 2025

To: Water Utility Board

From: Pete Holmgren, P.E. – Chief Engineer
Krishna Kumar – General Manager

Subject: Capital Projects Report

BACKGROUND

Board governance policy requires that the Utility shall not cause or allow conditions, procedures, or decisions that prevent the Madison Water Utility from meeting its obligation to serve current and future generations of customers within the City of Madison and its authorized service areas. Accordingly, the Utility shall not cause or allow conditions, procedures, or decisions that:

1. Fail to assure that required rates fund all expenditures for timely and prudent capital improvements to existing utility systems, and that those capital improvements are driven by reliability, operational or regulatory requirements, replacement of aging infrastructure, utility relocations for public works and road projects, extension of the life of existing systems, or customer input.
2. Fail to identify and plan for resource and infrastructure needs for the provision of water service to customers in a timely manner.
3. Fail to coordinate Madison Water Utility activities and policies with the City of Madison's Comprehensive Plan and other relevant guidelines for community development.
4. Fail to consider participation with other governmental or private entities on regional major water infrastructure or water supply planning projects.

The Engineering Section of the Utility strives to meet or exceed the expectations laid out above. The monthly Capital Budget to Actual Monthly Report reflecting these efforts is attached.

SUMMARY

The attached Capital Budget Monthly Report presents the total of both actual capital expenditures *and* encumbrances through April 2025; this total is ~\$13,484,000.

The 2025 actual capital expenditures in April total ~\$444,000 and consist of:

- ~\$98,000 in facility expenses
- ~\$95,000 in fleet/other expenses
- ~\$251,000 in pipeline expenses

For expense depreciation related to water main replacement projects:

- The total targeted spend amount in 2025 is \$5,000,000
- The actual capital expenditures through April are ~\$286,000
- Encumbrances *plus* actual capital expenditures through April are ~\$2,155,000

Please refer to the attached report for additional information, which also includes project updates for:

- Major Capital Project Unit Well 19
- Major Capital Project Unit Well 15
- Major Capital Project Unit Well 12
- Repainting of Reservoirs 20 and 225

ATTACHMENTS:

1. Capital Projects Monthly Report – May 2025

WATER UTILITY BOARD

CAPITAL PROJECTS MONTHLY REPORT

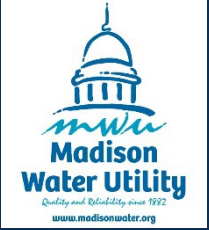


Pete Holmgren, P.E.
Chief Engineer

May 28, 2025



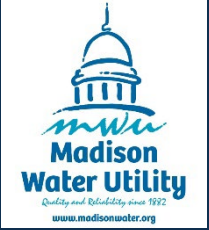
Capital Projects Monthly Report



■ PRESENTATION OVERVIEW:

1. Actual Expenditures Through April 2025
2. 2025 Expense Depreciation for Water Main Replacement
3. Capital Project Updates:
 - Unit Well 19 Iron, Manganese, & Radium Treatment Facility
 - Unit Well 15 PFAS Treatment Facility
 - Unit Well 12 Reconstruction
 - Repainting of Reservoirs 20 and 225

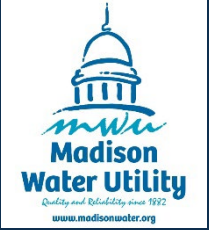
Capital Projects Monthly Report



2025 Actual Expenditures and Encumbrances (Through April):

- Total of Actual Expenditures and Encumbrances: ~\$13,484,000
- April 2025 Actual Expenditures (~\$444,000):
 1. Facilities: ~\$98,000
 2. Fleet/Other: ~\$95,000
 3. Pipelines: ~\$251,000

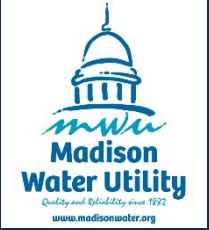
Capital Projects Monthly Report



2025 Water Main Expense Depreciation:

- The total targeted spend amount in 2025 is \$5,000,000.
- Actual expenditures through April are ~\$286,000
- Estimated encumbrances *plus* expenditures through April are \$2,155,000

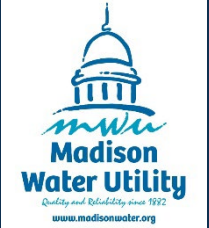
Capital Projects Monthly Report



Project Update: Unit Well 19 Iron, Manganese, & Radium Treatment

- Project Budget: \$9,183,000
 - Current Status: Construction
 - Chemical room buildouts
 - Site re-grading and final utility installations (sewer, electrical)
 - Well rehabilitation and maintenance
 - Upcoming:
 - Flushing and testing of new interior pipe configurations
 - Equipment programming and testing

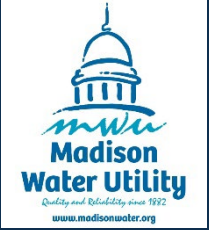
Capital Projects Monthly Report



Project Update: Well 15 PFAS Treatment Facility

- Project Budget: \$5,943,000
- Current Status: Construction
 - Deep well equipment installations, borehole rehabilitation work, sampling
 - Electrical – conduits, wiring (ongoing)
- Upcoming:
 - Startup, training, and testing of new filter tanks (June)
 - Stairs, railings, gratings, masonry, paneling
 - Inspections

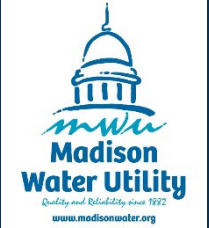
Capital Projects Monthly Report



Project Update: Well 12 Reconstruction

- Project Budget: \$8,00,000 (2025: \$800,000)
- Current Status: Planning and Analysis
 - Final comprehensive design contract with SEH (through 2025)
 - Joint meeting with DNR and PSC – project submittal and review requirements
 - Preparations of plans and specs for Safe Drinking Water Loan Application (end of June)
- Upcoming:
 - Updated estimate of probable costs
 - Preparation of PSC Construction Authorization Application

Capital Projects Monthly Report



Project Update: Repainting of Reservoirs 20 and 225

- Reservoir 20 – 435 Milky Way (Pressure Zone 7)
 - 4.2 MG Steel Ground-Level
 - Built in 1973 / Last Repaint 2000
- Reservoir 225 – 2829 Prairie Road (Pressure Zone 3)
 - 0.5 MG Steel Water Tower
 - Built in 2001 / No Repaints Since
- Project Schedule: 2025 Planning and Bidding, 2026 Painting (Summer¹₄₉)

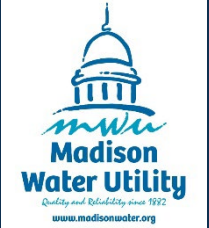


Reservoir 20



Reservoir 225

Capital Projects Monthly Report



Project Update: Repainting of Reservoirs 20 and 225

- Project Budget: \$2,400,000 (2025: \$100,000)
- Current Status: Project Kickoff
 - Competitive Request for Proposals process for engineering consultant
 - Execution of consultant scope of services and contract
 - Initial project team meetings and site visits (June)
- Upcoming:
 - Recommendations of methods and coatings
 - Estimates of probable costs



Questions / Comments?

Contact Information:

Pete Holmgren

pholmgren@madisonwater.org



City of Madison

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

Master

File Number: 88418

File ID: 88418

File Type: Report

Status: Items Referred

Version: 1

Reference:

Controlling Body: WATER UTILITY BOARD

File Created Date : 05/22/2025

File Name: Operations Monthly Report

Final Action:

Title: Operations Monthly Report

Notes:

Sponsors:

Effective Date:

Attachments: Memo - Operations Monthly Report May 2025.pdf,
Attachment - Operations Monthly Report May 2025.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/22/2025	Refer	WATER UTILITY BOARD			
Action Text: This Report was Refer to the WATER UTILITY BOARD							

Text of Legislative File 88418

.TITLE

Operations Monthly Report

.BODY

See corresponding memo and attachment.



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MEMORANDUM

Date: May 28, 2025

To: Water Utility Board

From: Dan Rodefeld, Operations Manager

Subject: Monthly Operations Report

BACKGROUND


Board governance policy require that Madison residents will receive water which is consistent in its availability and quality. Accordingly, residents will:

- a. Experience minimal unplanned service interruptions
- b. Receive adequate notice of planned service interruptions
- c. Receive adequate notice of planned maintenance work that would significantly reduce water flow or pressure, and/or cause water discoloration

The Operations Section of the Utility strives hard to meet or exceed the expectations laid out above. The attached Monthly Operations Report for May 2025 reflecting these efforts is attached.

ATTACHMENTS

- A. Monthly Operations Report – May 2025

	MONTHLY OPERATIONS REPORT May-25		
	Jan-Mar-25	Apr-25	2025 YTD Total
Hydrants			
Total in Service - 9,522			
No. Replaced	8	9	17
No. of Inspections	1,112	502	1,614
No. Repaired	13	7	20
Unidirectional Flushing Runs	0	233	233
Conventional Flushing Runs	0	8	8
No. Re-painted	0	0	0
(Temp Water Connections)	19	113	132
Valves			
Total System valves - 16,102			
Total Large Service valves - 4,281			
Total Hydrant valves - 7,020			
No. Replaced	19	10	29
No. of Inspections	3,819	587	4,406
No. Repaired	30	12	42
System Leaks			
Total Miles in Service - 924			
Number of Main Leaks Repaired	156	8	164
Number of Service Leaks Repaired	7	0	7
Operational Projects			
Cast-in-place pipe lining (feet)	0	0	0
Pavement repair (open work orders)	202	42	244
Pavement repair (closed work orders)	2	1	3
Terrace repair (open work orders)	132	40	172
Terrace repair (closed work orders)	2	58	60



City of Madison

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

Master

File Number: 88419

File ID: 88419

File Type: Report

Status: In Committee

Version: 1

Reference:

Controlling Body: WATER UTILITY BOARD

File Created Date : 05/22/2025

File Name: Monthly Public Information Report

Final Action:

Title: Public Information Monthly Report

Notes:

Sponsors:

Effective Date:

Attachments: Memo - Public Info Monthly Report.pdf, Attachment - Public Info Monthly Report.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/22/2025	Refer	WATER UTILITY BOARD			
Action Text: This Miscellaneous was Refer to the WATER UTILITY BOARD							

Text of Legislative File 88419

.TITLE

Public Information Monthly Report

.BODY

See corresponding memo and attachment.



MEMORANDUM

Date: May 27, 2025
To: Water Utility Board
From: Marcus Pearson, Public Information Officer
Krishna Kumar, General Manager
Subject: Public Information Report

BACKGROUND

Madison Water Utility's overarching mission is to supply high quality water for consumption and fire protection, at a reasonable cost, while conserving and protecting our ground water resources for present and future generations. Community trust and awareness is built through our constant commitment to the preservation and protection our aquifer and care for Madison's vital drinking water infrastructure. This is cultivated through a wide variety of efforts performed by Utility staff daily.

The above expectations are met through:

1. Operation, maintenance, and management of our system.
2. Community outreach and engagement.
3. Customer service.

The Public Information Department of the Utility strives to exceed the expectations laid out above. The Monthly Public Information Report encompasses Utility efforts pertaining to public outreach and engagement occurring on or after May 1, 2025. The attachment(s) below reflect these efforts.

ATTACHMENTS

- A. Public Information Report

PUBLIC INFORMATION REPORT

May 2025



Public Communications	May 2025	2025 YTD Total
Social media posts	15	91
Media mentions	2	13
Customer Service calls	2,222	8,887
Meter Shop calls	593	2,088
Website views	17,793	71,973
Emails to email list subscribers	5	14
News releases	1	4

Community Outreach Events	
May 8	Presentations to 3rd Grade classes at Milele Chikasa Anana Elementary School
May 16	Water Wagon at Spring Harbor Middle School
May 17	Water Wagon at Stephens Elementary School

Ongoing Projects & Initiatives
Website translations
Where's Water?
Website Accessibility Initiative
MadCAP webform development
Latest Annual Water Quality Report (CCR)
Lead Service Line inventory online database



City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 84022

File ID: 84022

File Type: Miscellaneous

Status: In Committee

Version: 1

Reference:

Controlling Body: WATER UTILITY
BOARD

File Created Date : 06/20/2024

File Name: Board Meeting Evaluation and Discussion

Final Action:

Title: Meeting Evaluation and Discussion

Notes:

Sponsors:

Effective Date:

Attachments: Board_Evaluation - Copy.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 84022

.Title

Meeting Evaluation and Discussion

Water Utility Board Self-Evaluation Form

(Relates to Board Policy BP-2A and GUIDE 5)

All members actively participate in discussions, and all members have opportunities to voice opinions/positions on agenda topics.

Not Met 1 2 3 4 5 Fully Met

Members come prepared to engage in discussion by reviewing materials provided prior to the meeting.

Not Met 1 2 3 4 5 Fully Met

Members engage in active listening and avoid interrupting other speakers.

Not Met 1 2 3 4 5 Fully Met

Members offer honest opinions and respect the viewpoints expressed by other members.

Not Met 1 2 3 4 5 Fully Met

Members honor WUB procedures and policies as outlined in the WUB Policy book.

Not Met 1 2 3 4 5 Fully Met

Members represent the collective interest of current and future Madison residents.

Not Met 1 2 3 4 5 Fully Met

Members make decisions based on equity principles considering the decision's impact on all residents. The decision-making process considers: Who benefits? Who is burdened? Who does not have a voice at the table? How can policymakers mitigate unintended consequences?

Not Met 1 2 3 4 5 Fully Met

Developed by Pat Delmore, January 2019. Updated July 2020.



City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 88420

File ID: 88420

File Type: Discussion Item

Status: Held in Committee

Version: 1

Reference:

Controlling Body: WATER UTILITY
BOARD

File Created Date : 05/22/2025

File Name: Annual Review of Madison Water Utility General
Manager

Final Action:

Title: Annual Review of Madison Water Utility General Manager

Notes:

Sponsors:

Effective Date:

Attachments:

Enactment Number:

Author:

Hearing Date:

Entered by: jberndt@madisonwater.org

Published Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	05/22/2025	Refer	WATER UTILITY BOARD			
Action Text: This Miscellaneous was Refer to the WATER UTILITY BOARD							

Text of Legislative File 88420

.Title

Annual Review of Madison Water Utility General Manager

.Body

Per Water Utility Board Policy BP-2C(5) "An annual review of the General Manager's performance based on monitoring reports received in the last year will be conducted as soon as practical during the first quarter. The results of this review will be forwarded to the Mayor's office for consideration."