



# City of Madison

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

## Meeting Minutes - Draft FINANCE COMMITTEE

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Monday, January 22, 2018

4:30 PM

210 Martin Luther King, Jr. Blvd.  
Room 354 (City-County Building)

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### CALL TO ORDER / ROLL CALL

Meeting was called to order at 4:32 p.m.

**Present:** 6 - Marsha A. Rummel; Paul E. Skidmore; Zach Wood; Barbara Harrington-McKinney; Sara Eskrich and Michael E. Verveer

**Absent:** 1 - Paul R. Soglin

### PUBLIC COMMENT

There were 2 registrants to speak on agenda item 21.

### DISCLOSURES AND RECUSALS

None.

### PRESENTATION OF THE CONSENT AGENDA

Items 1-10, 15-17, 20, & 22 were adopted as part of the consent agenda. Mayor Soglin arrived at 4:35 following adoption of the consent agenda.

**Present:** 7 - Marsha A. Rummel; Paul E. Skidmore; Zach Wood; Barbara Harrington-McKinney; Sara Eskrich; Michael E. Verveer and Paul R. Soglin

### ITEMS TO BE CONSIDERED

1. [50038](#) Create a new classification series of Paralegal-Mediator 1-2 in CG18, R05 and R07 respectively. Recreate the new position identified in the DCR Operating Budget for 2018 as Paralegal/Mediator as a 1.0 FTE Paralegal-Mediator 2 in CG18, R07.

**A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
2. [50039](#) Recreate one 1.0 FTE Planner 3 position (#635) to one 1.0 FTE Planner 4 position, (class number H161) in the Planning Division budget and reallocate the incumbent (R. Cnare) to the new position.

**A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

3. [50040](#) Create the classification of “Department of Planning, Community & Economic Development (DPCED) Administrative Services Manager” in CG18, R15. Recreate the new 1.0 FTE position of DPCED Administrative Services Manager, identified in the PCED Office of the Director operating budget as an Administrative Analyst without a Range, as a DPCED Administrative Services Manager in CG18-15.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
4. [50058](#) Authorizing the double-fill of the Police Administrative Services Manager (position #2576) due to the anticipated retirement of Terri Genin.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
5. [50059](#) Delete the classification of “Housing Assistance Outreach Coordinator” (CG20, R12a, class J036), and create the classification of “Housing Specialist Outreach Coordinator” (CG20, R13). Recreate the position #3628 from a .50 FTE Housing Assistance Outreach Coordinator (CG20, R12a) to a .50 FTE Housing Specialist Outreach Coordinator, (CG20, Range 13), and reallocate the incumbent, S. Stapleton to the new position, in the CDA Housing Operations Division budget.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
6. [50060](#) Recreate the vacant position of Clerk Typist 2 (#1508; class code: J027) in CG20, R6 to an Administrative Clerk 1 in CG20, R9 (class code: J011) in the permanent salary detail of the Parks Division budget.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
7. [50061](#) Create the classification of Forensic Video Analyst in CG 18, R08. Recreate position #3832, currently identified as Forensic Lab Technician (CG16, R11), as a Forensic Video Analyst in the Police Department operating budget, to be filled through an internal competitive process.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

8. [50062](#) Create the classifications of Crime Analyst 1 (CG18, R06) and Crime Analyst 2 (CG18, R08). Recreate positions #3969, #4230, and #4138, currently identified as IT Specialist 2 (CG18, R08) as a Crime Analyst 2 in the Police Department operating budget and reallocate the incumbents (B. Grinnell, C. Klebig, and T. Scholten, respectively) to the new positions.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
9. [49967](#) Adopting and confirming the handbook between the City of Madison and the General Municipal Employee Association created December, 2017.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
10. [49968](#) Adopting and confirming the handbook between the City of Madison and the Madison City Attorneys Association (MCAA) created December, 2017.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
11. [49904](#) Authorizing the sole source purchase of services from Affiliated Engineers, Inc. for planning, designing and incorporating water main replacement into the proposed South Campus Utility Improvements Project (State of WI DFD Project) for Madison Water Utility
- A motion was made by Harrington-McKinney, seconded by Rummel, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
12. [50097](#) Authorizing Madison Water Utility to use Badger Meter Inc. as a sole source provider of water meters and meter equipment.
- A motion was made by Harrington-McKinney, seconded by Rummel, to Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD. The motion passed by voice vote/other.**
13. [50103](#) Authorizing Madison Water Utility to use N Harris Computer Corporation as a sole source provider of Customer Information System (CIS) software and Meter Data Management (MDM) software.
- A motion was made by Harrington-McKinney, seconded by Rummel, to Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD. The motion passed by voice vote/other.**

14. [50107](#) Authorizing Madison Water Utility to use Itron Inc. as the sole source provider of Advanced Metering Infrastructure (AMI) fixed network hardware (endpoints, repeaters, collectors) and software.
- A motion was made by Harrington-McKinney, seconded by Rummel, to Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD. The motion passed by voice vote/other.**
15. [50108](#) Amending the adopted 2018 capital budget to transfer \$135,000 of available funds from the Library Maintenance Support Center Project into the Engineering Sustainability Improvements Fund for the installation of solar electric (PV) panels on the building by the City's 2018 Green Power Program.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED)- REPORT OF OFFICER. The motion passed by voice vote/other.**
16. [50089](#) To authorize the City to enter into an agreement with SiteOne Landscape Supply Holding LLC for chemicals and supplies to be used for EAB mitigation in 2018.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
17. [50131](#) To authorize the City to enter into an agreement with WP Beverages, DBA Pepsi Cola of Madison, for a full service beverage and soft drink vending contract on a three (3) year term with three (3) mutually agreeable one (1) year extensions.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
18. [49934](#) Authorizing the issuance of an Interagency Staff Team-led Request for Proposals (RFP) for Bus Rapid Transit (BRT) Project Development and Federal Transit Administration (FTA) Small Starts Application for a Phase 1 East-West Corridor.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

19. [50123](#) Approving an extension to due date for submitting the Fiber-to-the-Premise implementation plan to the Common Council.
- A motion was made by Rummel, seconded by Verveer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
20. [49711](#) Converting the hallway space bisecting the Public Health Madison-Dane County (PHMDC) offices into City owned space for use by PHMDC in the remodeling of its offices.
- A motion was made by Verveer, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
21. [50133](#) Approving the Developer's Selection of the Hotel Franchise Company and Hotel Operator for the New Hotel to be Built on Block 105 as a Component of the Judge Doyle Development Project.
- A motion was made by Rummel, seconded by Verveer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
22. [50135](#) Amending Section 4.25 to create a process to exempt uniform rental and laundry services and purchases of Personal Protective Equipment (PPE) from the sweatfree procurement requirements when there are no qualified bidders who can comply, and creating a definition for personal protective equipment.
- A motion was made by Verveer, seconded by Eskrich, to Return to Lead with the Recommendation for Approval to the COMMITTEE ON SWEATFREE PURCHASES. The motion passed by voice vote/other.**

#### DISCUSSION ITEM

23. [50029](#) Discussion: 311 Information and Potential Costs to Implement - City Information Services
- No action taken.**
- Alder Verveer & Alder Skidmore left during item 23.**

#### ADJOURNMENT

**A motion was made by Rummel, seconded by Wood, to Adjourn. The motion passed by voice vote/other. The meeting adjourned at 5:57.**