



# City of Madison

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

## Meeting Minutes - Approved WATER UTILITY BOARD

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Tuesday, January 26, 2016

4:30 PM

119 E. Olin Ave.  
Conference Room A&B

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### CALL TO ORDER / ROLL CALL

Madeline Gotkowitz called the meeting to order at 4:39 p.m.

**Present:** 6 - Patrick E. Delmore; Lauren Cnare; Madeline B. Gotkowitz; Jon C. Evans;  
Doug Voegeli and Bruce Mayer

**Excused:** 2 - Sheri Carter and David Ahrens

### APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Mayer, to Approve the Minutes of November 24, 2015 meeting. The motion passed by unanimous voice vote.

### PUBLIC COMMENT

There were two registrants: Carrol Schiller and Noel Hooper Lofton.

### DISCLOSURES AND RECUSALS

There were none.

### NEW BUSINESS

1. [40909](#) SUBSTITUTE: Authorizing the Mayor and the City Clerk to execute a Professional Services Agreement with (Dixon Engineering) for the preparation of plans and specifications, and construction inspection services for the painting of three steel water storage reservoirs.

**Attachments:** [Recommendation to Hire 2016 Painting Contract.pdf](#)

A motion was made by Mayer, seconded by Cnare, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by unanimous voice vote.

2. [40951](#) Authorizing the Mayor and the City Clerk to execute Amendment #2 to the Professional Services Agreement with Mead and Hunt Inc. for public participation support, the preparation of final construction drawings and specifications, permitting, bidding, and construction administration for the final design and construction of Water Utility Operations Center located at 110 S. Paterson Street.
- Attachments:** [Memo- Justification for Amendment 2 to Mead and Hunt Contract.pdf](#)  
[Paterson site plans.pdf](#)
- Water Utility Principal Engineer Al Larson and Lauri Goscha from Mead & Hunt addressed the board.**
- A motion was made by Cnare, seconded by Mayer, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by unanimous voice vote.**

### BOARD EDUCATION

3. [41501](#) Presentation on the Water Utility's Financial Model
- Attachments:** [Water Utility Financial Projections.pdf](#)
- General Manager Tom Heikkinen and Robin Piper gave a presentation to the board on the Water Utility's financial planning projections (see attached).**

### UNFINISHED BUSINESS

4. [40220](#) Reviewing and updating board process policies.
- Attachments:** [Board Process Policies 9-2015.pdf](#)  
[Revisions to Board Process Policies 11-24-2015.pdf](#)  
[BP-2K Linking With Ownership Version 2.1.pdf](#)  
[BP-2K Linking with Ownership Version 2.2.pdf](#)
- A motion was made by Mayer, seconded by Cnare, to Approve revisions to the Linking with Ownership Policy (Version 2.2, see attached). The motion passed by unanimous voice vote.**

### MONITORING REPORTS

5. [40578](#) Financial Condition and Activities Report
- A motion was made by Cnare, seconded by Mayer, to accept the verbal report from Robin Piper. The motion passed by unanimous voice vote.**
6. [41492](#) Sustainability Report
- Attachments:** [O-2E Sustainability Jan 2016.pdf](#)
- A motion was made by Mayer, seconded by Cnare, to Approve. The motion passed by unanimous voice vote.**

**INFORMATIONAL ITEMS**

- 7. [22206](#) Notification of noncompliance with any Water Utility Board Policies.  
**There was none to report.**
- 8. [24301](#) Items of general interest and update on any rate case in progress.  
**General Manager Tom Heikkinen gave an update to the board.**
- 9. [28907](#) Report from the Committee on the Environment.  
**Patrick Delmore gave an update to the board (see attached).**

**BOARD POLICY DEVELOPMENT**

- 10. [41493](#) Revising the Water Utility Board's Sustainability Policy  
  
**Attachments:** [O-2E Sustainability Policy.pdf](#)  
[Excerpt from Sustainability Report Jan 2016.pdf](#)  
[O-2E Revised Sustainability Policy 2-24-16.pdf](#)  
  
**A motion was made by Cnare, seconded by Mayer, to Defer to the February meeting. The motion passed by unanimous voice vote**

**BOARD SELF-EVALUATION**

- 11. [20013](#) Meeting Evaluation and Discussion  
  
**Attachments:** [Board self-monitoring checklist.pdf](#)  
  
**Patrick Delmore led the meeting evaluation.**

**FUTURE AGENDA ITEMS**

- 12. [14501](#) Introduction of Future Agenda Items.  
  
**Attachments:** [Decision Tree.pdf](#)  
  
**The following were suggested as future agenda items:**
  - Further education on the utility's debt
  - An update on the Blackhawk Tower project.

**ADJOURNMENT**

**A motion was made by Cnare, seconded by Mayer, to Adjourn at 6:45 pm. The motion passed by unanimous voice vote.**