



# City of Madison

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

## Meeting Minutes - Approved BOARD OF ESTIMATES

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Monday, March 13, 2017

4:30 PM

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

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### CALL TO ORDER / ROLL CALL

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

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

### CALL TO ORDER / ROLL CALL

A motion was made by Rummel, seconded by Harrington-McKinney, to Adjourn at 6:34 p.m. The motion passed by voice vote/other.

Ald. Eskrich left at 4:47 p.m. at the beginning of Item No. 23 and returned at 4:50 p.m. before Item No. 32.

### PUBLIC COMMENT

There were 10 registrants.

### DISCLOSURES AND RECUSALS

Ald. Eskrich recused herself from Item No. 23.

### PRESENTATION OF CONSENT AGENDA

Items 2, 5, 23, 32-36 and 38-42 were not included on the Consent Agenda.

### ITEMS CONSIDERED

1. [46318](#) Delete the classification of Monona Terrace Sales Manager (class code: I011) in CG 19, Range 9; and recreate it in CG19, Range 6. Recreate position #3621 as Monona Terrace Sales Manager in the new range in Monona Terrace's operating budget and reallocate the incumbent (L. Maclsaac) to the new position.

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

3. [46320](#) Recreate a 1.0 FTE Community Services Specialist 2 position (#112, CG18, R08), occupied by M. O'Donnell to a 1.0 FTE Community Development Specialist 4 position, (CG18, R12; class number H037) in the Community Development Division budget and reallocate the incumbent to the new position.

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

4. [46322](#) Delete the classification of Housing Administrative Coordinator in CG 18, Range 6. Delete position #1027 of Housing Administrative Coordinator, occupied by L. Daniels, and recreate it as a 1.0 FTE Housing Operations Analyst position (class number H100), in the CDA Housing Operations Division budget and reallocate the incumbent to the new position.

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

6. [46341](#) Delete the classification of "Community Services Program Coordinator" in CG18, R12, and create the classification of "Community Development Program Manager" in CG18, R14. Recreate the 1.0 FTE position #111 of "Community Services Program Coordinator," (currently occupied by L. Noel) as a "Community Development Program Manager" in CG18, R14 and reallocate the incumbent to the new position within the Community Development Division budget.

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

7. [46342](#) Recreate the 1.0 FTE position #103 of "Child Care Program Coordinator," (currently occupied by C. Manning) as a "Community Development Program Manager" in CG18, R14 and reallocate the incumbent to the new position within the Community Development Division budget.

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

8. [46183](#) Approving an extension of a provisional appointment for Tom Conrad from November 29, 2016 until such time as the position of Housing Operations Program Manager is filled on a permanent basis or until May 29, 2017, whichever is earlier.

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

9. [46191](#) Approving an extension of a provisional appointment for Matt Wachter from February 1, 2017 until such time as the position of CDA Executive Director is filled on a permanent basis or until August 1, 2017, whichever is earlier.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
10. [45846](#) Amending the 2017 Engineering Operating Budget to convert the classification of 1.0 FTE position #1085 from Engineer 3 to Public Works Development Manager 2.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
11. [45847](#) SUBSTITUTE - Amending the 2017 Sewer & Stormwater Operating Budget to add a position of Public Works General Foreperson.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
12. [45848](#) SUBSTITUTE - Amending the 2017 Stormwater Utility Operating Budget to add a position of Engineer 2.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
13. [46325](#) Move incumbent M. Edgren of position #1776 from the classification of Maintenance Worker currently in CG16, R11 to the budgeted level of the position of Maintenance Mechanic 1 in CG16, R13.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
14. [46361](#) Appointing Jessica Vaughn of the Planning Division to serve on the BioAg Gateway Architectural Review Committee.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
15. [46300](#) Appointing City staff to serve on the Board of Directors of The Center for Industry & Commerce Association, Inc.; and, to serve on The Center for Industry & Commerce Design Review Board.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

16. [46212](#) Authorizing the Mayor and City Clerk to execute Subterranean and Air Space Lease with 202 E. Washington, LLC, the owner of property located at 1 N. Webster Street, to accommodate proposed encroachments of certain building features into the E. Washington Avenue and N. Webster Street public rights-of-way.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
17. [46219](#) Authorizing the Mayor and City Clerk to execute a Subterranean and Air Space Lease with the 202 E. Washington, LLC to accommodate the subterranean and airspace encroachments in the North Webster Street and East Washington Avenue public rights-of-way.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
18. [46216](#) SUBSTITUTE - Amending the 2017 Adopted Capital Budget to reallocate funding from "Water Utility Facility Improvements", to "Unit Well 12 Conversion to a Two Zone Well" in order to proceed with Contract 7457 ("Whitney Way Water Pipeline").
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
19. [46228](#) Authorizing the Mayor and City Clerk to execute contracts for acquisition, implementation services, training, software licensing and maintenance on a recurring basis for the useful life of the software, for the implementation and support of Cityworks Public Works Asset Management System, with Azteca Systems, LLC and Timmons Group, Inc.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
20. [46371](#) SUBSTITUTE-Amending the Parking Utility 2017 Adopted Capital Budget to increase budget authority by ~~\$80,000~~ \$115,000 for the Overture Center Garage Elevator modernization project.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
21. [46372](#) Amending Traffic Engineering's 2017 Capital Budget to include the assessable expenses and funding relating to the construction of the Darwin Road - Packers Avenue Traffic Signal. (12th AD)
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**

22. [46236](#) SUBSTITUTE To authorize the City to enter into an agreement with Harris Golf Cars, Inc. for the lease of a golf cart fleet on a four (4) year term for the City of Madison Golf Courses.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
24. [46033](#) SUBSTITUTE - Appropriating \$50,000 from the 2017 Planning Division Operating Budget and ~~a~~Authorizing the City of Madison to enter into a contract with the Madison Central Business Improvement District (BID) for \$50,000 to fund the continuation of the Downtown Activities Program focused on existing plazas around the Capitol Square and State Street (2nd, 4th and 8th AD).
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
25. [46078](#) Loan modification for Homebuyers Assistance loan provided in May 2006.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
26. [46250](#) Authorizing an amendment to loan documents associated with previously allocated Community Development Block Grant (CDBG) funds that were used by Center for Families, Inc. (formerly Respite Center Inc. and Family Centers Inc.) to acquire property located at 2120 Fordem Ave., Madison, WI.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
27. [46321](#) Approving State Street District Retail Improvement Grant to Red Square Flowers and approval of an exception to the “locally” owned requirement.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
28. [46157](#) Amending the 2017 Library Capital Budget and Awarding Public Works Contract No. 7884, Alicia Ashman Library Roof Replacement.
- A motion was made by Rummel, seconded by Harrington-McKinney, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.**

29. [46296](#) Amending the 2017 Capital Budget of Stormwater Utility and Authorizing the City of Madison, through the City Engineer, to accept Dane County Urban Water Quality grant awards in the amounts of \$475,000 for the Starkweather Creek Stormwater Treatment Project.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
30. [46297](#) Amending the 2017 Capital Budget of Stormwater Utility and Authorizing the City of Madison, through the City Engineer, to accept Dane County Urban Water Quality grant awards in the amounts of \$375,000 for Willow Creek Stormwater Treatment.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
31. [46298](#) Authorizing the City Engineer to apply to Alliant Energy Corporation's Customer Owned Parallel Generation Program, authorizing the Mayor and Clerk to sign a Distributed Generation Interconnection Agreement with Alliant Energy Corporation, and authorizing indemnification of Alliant Energy Corporation, for Photovoltaic Generation sites at Madison Fire Department Station 12 at 400 South Point Road and Water Utility Well 26 at 910 S High Point Road.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
37. [46326](#) Authorizing the Escrow of Funds from TID Nos. 32 and 43 for Completing Projects in the 2017 Capital Budget.
- A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
2. [46319](#) Create a new 1.0 FTE position of Program Assistant 1 (CG 32, Range 06-class number O018) in the Library budget.
- A motion was made by Rummel, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
5. [46323](#) Create a new classification of Mayor's Office Administrative Coordinator in CG18, Range 08. Delete the 1.0 FTE position #65 of Program Assistant 2 (CG17, Range 12) in the Mayor's Office budget and recreate it as a 1.0 FTE position of Mayor's Office Administrative Coordinator.
- A motion was made by Rummel, seconded by Cheeks, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

38. [46229](#) SUBSTITUTE - Amending the 2017 Adopted Capital Budget for the Economic Development Division to appropriate \$913,000 in GO Borrowing authority for TID 35 and Authorizing the Mayor and City Clerk to execute a development agreement to fund a \$913,000 Tax Incremental Finance Loan to Landmark Oaks Development, LLC or its assigns to assist in the development of approximately 109,000 square feet of office space and 353 parking stalls located at 2921 Landmark Place within the boundary of TID #35 (Todd Drive - West Beltine).

**A motion was made by Rummel, seconded by Cheeks, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**

**Alder Eskrich left before item 23.**

23. [46360](#) Authorizing the City to execute a use agreement with Rutabaga Paddlesports LLC to conduct rental, instructional, non-alcoholic concession and other recreational activities at the Olbrich Park Beach House for the years 2017-2023.

**A motion was made by Rummel, seconded by Cheeks, to Return to Lead with the Recommendation for Approval to the BOARD OF PARK COMMISSIONERS,. The motion passed by the following vote:**

**Present:** 5 - Michael E. Verveer; Marsha A. Rummel; Zach Wood; Barbara Harrington-McKinney and Maurice S. Cheeks

**Absent:** 2 - Sara Eskrich and Paul R. Soglin

**Alder Eskrich returned after item 23.**

32. [46374](#) Amending the 2017 Operating Budget and Setting the 2017 Rates for the Sewer and Stormwater Utilities

**A motion was made by Rummel, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**

33. [45569](#) Updating the Energy and Carbon Goals in the Sustainable Madison Plan in response to changing science and technology around climate change, renewable energy and energy efficiency.

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

34. [46209](#) Amending the 2017 Adopted Operating Budget of the Police Department by appropriating \$20,000 from the Contingent Reserve in order to purchase individual dispensers of naloxone for the purpose of saving lives for those individuals experiencing an overdose of an opioid.

**A motion was made by Rummel, seconded by Harrington-McKinney, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**

35. [46224](#) SUBSTITUTE - Amending the 2017 Fire Operating Budget and accepting a SAFER Grant (Staffing for Adequate Fire and Emergency Response) if awarded from the U. S. Department of Homeland Security, Federal Emergency Management Agency (FEMA) for eighteen (18) firefighter positions.
- A motion was made by Rummel, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.**
36. [46211](#) Authorizing the Mayor and City Clerk to enter into a Voluntary Collection Agreement with Airbnb, Inc. for the purpose of collecting room tax payments from Airbnb hosts in the City of Madison.
- A motion was made by Rummel, seconded by Cheeks, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
39. [46437](#) Authorizing the Mayor and City Clerk to execute loan agreements to fund a total of \$650,000 of Madison Capital Revolving Fund loans to Tribe 9 Foods, LLC to assist with the purchase of food manufacturing equipment at a facility to be located at 2901 Progress Road; and, amending the 2017 Madison Capital Revolving Fund budget to add an additional \$650,000 of loan expenditure authority.
- A motion was made by Rummel, seconded by Eskrich, to RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - "Staff will return to the CDA and Finance Committee with policy options for achieving responsive economic development policy tools by the end of 2017, as well as an outreach and public education plan regarding the proposed policies/policy." - (15 VOTES REQUIRED). The motion passed by voice vote/other.**
40. [46447](#) SUBSTITUTE Authorizing the Mayor and City Clerk to execute a development agreement to fund a \$1,890,000 Tax Incremental Finance Loan to assist in the development of a Corporate Headquarters for Epicentre, Inc. in the Project Plan and Boundary Amendment area of TID #46 (Research Park).
- A motion was made by Rummel, seconded by Eskrich, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**
41. [46481](#) Municipalities Continuing Disclosure Cooperation (MCDC) Initiative Update - report from Finance Director
- No formal action was taken on this item.**
42. [46445](#) Garver Feed Mill update
- No formal action was taken on this item.**



Adjourn

A motion was made by Rummel, seconded by Harrington-McKinney, to Adjourn at 6:34pm. The motion passed by voice vote/other.