City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved
WATER UTILITY BOARD

Tuesday, August 27, 2013 | **4:30 PM** | **Water Utility Conference Room A&B**
119 East Olin Ave.

CALL TO ORDER / ROLL CALL

Madeline Gotkowitz called the meeting to order at 4:33 p.m.

Present: 5 -
Lauren Cnare; Patrick E. Delmore; Madeline B. Gotkowitz; Larry Nelson and Doug Voegeli

Excused: 3 -
Mike DePue; Bruce Mayer and Anita Weier

APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Nelson, to Approve the Minutes of the July 23 meeting. The motion passed by voice vote.

PUBLIC COMMENT

There were no registrants. One written comment was received and distributed to the board.

16738 Written Public Comments

Attachments: Itr to Madison Water Utility Board Members re Proposed Rate Increase (0078

DISCLOSURES AND RECUSALS

There were none.

EXTERNAL MONITORING

1. 15698 Consideration of Audit Reports.

Attachments: 2012 Management Letter.pdf
2012 MWU Financial Statements.pdf
2012 Audit Presentation.pdf

Jodi Dobson from Baker Tilly distributed the attached handout and presented the audit to the board.

A motion was made by Nelson, seconded by Cnare, to accept with compliments to management and staff for a clean report. The motion passed by voice vote.

NEW BUSINESS

2. **31078** SUBSTITUTE: Authorizing the Mayor and the City Clerk to execute a Professional Services Agreement with SEH, Inc. for pre-design planning, public participation support, the preparation of final construction drawings and specifications, permitting, bidding, and construction administration for Lakeview Reservoir (Res 113) Two Zone System (18th AD).

Attachments: Recommendation to Hire SEH.pdf
Version 1.pdf

A motion was made by Nelson, seconded by Cnare, to recommend selection of SEH, Inc. and RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote.

3. **31338** Request to solicit consultant proposals: Water Master Plan, Infrastructure Management Plan, and preliminary Asset Management.

Attachments: Request to solicit proposals for Master Planning and Infrastructure Managem

A motion was made by Cnare, seconded by Nelson, to refer to the October meeting with a request for additional information from staff. The motion passed by voice vote.

UNFINISHED BUSINESS

4. **26115** Board education session and discussion of the Water Utility's Payment In Lieu of Taxes (PILOT).

Attachments: PILOT Discussion Handouts.pdf
PSC PILOT Investigation Report 2013.pdf
Draft MWU PILOT Resolution.pdf

The attached draft resolution was distributed and discussed by the board.

This item was deferred to February 2014, when a briefing for the Common Council would be scheduled.

MONITORING REPORTS

5. **31354** Financial Planning/Budget Report (2014 Operating Budget)

Attachments: EL-2C Financial Planning Budgeting Monitoring Report August 2013.pdf
ltr to Madison Water Utility Board Members re Proposed Rate Increase (0078

One written comment was received prior to the meeting and distributed to the board.

A motion was made by Cnare, seconded by Nelson, to approve the interpretation of the policy. The motion passed by voice vote.

A motion was made by Cnare, seconded by Nelson, to refer the report to the September meeting with a request to staff for further information and detail on the planned rate increase. The motion passed by voice vote.

6. **31355** Financial Condition & Activities Report

Attachments: EL-2D Financial Condition and Activities August 2013.pdf

A motion was made by Cnare, seconded by Nelson, to approve the policy interpretation and the report. The motion passed by voice vote.

7. **31356** Asset Protection Report

Attachments: EL-2F Asset Protection August 2013.pdf

A motion was made by Nelson, seconded by Cnare, to approve the interpretation and the report. The motion passed by voice vote.

8. **31357** Communication and Support to the Board Report

Attachments: EL-2H Communication and Support to the Board August 2013 (2).pdf

A motion was made by Cnare, seconded by Nelson, to approve the interpretation and the report. The motion passed by voice vote.

INFORMATIONAL ITEMS

9. **22206** Notification of noncompliance with any Water Utility Board Policies.

There was no noncompliance to report.

10. **24301** Items of general interest and update on any rate case in progress.

General Manager Tom Heikkinen provided an update. A preliminary revision of the Public Participation Process was planned as a discussion item for the board's September meeting. Board members had been invited by the Wisconsin Water Association to attend their annual conference on Thursday, September 19.

11. **28907** Report from the Committee on the Environment.

Mike Depue, the board's representative on the Committee on the Environment, was not present to provide the report.

BOARD SELF-EVALUATION

12. **20013** Meeting Evaluation and Discussion

Attachments: Board Self-evaluation.pdf

FUTURE AGENDA ITEMS

13. **14501** Introduction of Future Agenda Items.

Attachments: Decision Tree.pdf

No future agenda items were introduced.

ADJOURNMENT

A motion was made by Nelson, seconded by Cnare, to Adjourn at 6:36 p.m. The motion passed by voice vote.