



City of Madison

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

Meeting Minutes - Approved WATER UTILITY BOARD

Tuesday, June 24, 2014

4:30 PM

Water Utility Conference Room A&B
119 E. Olin Ave.

CALL TO ORDER / ROLL CALL

Madeline Gotkowitz called the meeting to order at 4:32 p.m.

Present: 7 - Lauren Cnare; Patrick E. Delmore; Mike DePue; Madeline B. Gotkowitz;
Larry Nelson; Doug Voegeli and Anita Weier

Excused: 1 - Bruce Mayer

APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Weier, to Approve the Minutes of the May 27 meeting. The motion passed by unanimous voice vote.

PUBLIC COMMENT

There were no registrants.

DISCLOSURES AND RECUSALS

There were none.

UNFINISHED BUSINESS

1. [32900](#) Discussion of building options for the Paterson St Operations Center Reconstruction

Attachments: [Building Options Summaries.pdf](#)
[Existing Site Considerations.pdf](#)
[Program List.pdf](#)
[Option 1-Existing Center Renovation and Addition.pdf](#)
[Option 2- VSB Alterations and Olin Site Addition.pdf](#)
[Option 3- Consolidated Operations.pdf](#)
[Option 5- Paterson Ops Mixed Use Center and VSB Additions.pdf](#)
[Program List-REVISED 2-18-14.pdf](#)
[Presentation 2-18-14.pdf](#)
[Space Needs 2-18-14.pdf](#)
[Presentation at 6-24-14 Meeting.pdf](#)

Rich Lundeen from Mead & Hunt gave a presentation to the board on the alternatives (see attached).

A motion was made by Cnare, seconded by Weier, to approve staff's recommendation:

That work shall commence to reconstruct and remodel the Paterson Street Operations center at its current location, and staff negotiates and executes an amendment to the Mead and Hunt contract to add final design, bidding, and construction services. Consideration will be given to streetscape, public terrace design and public amenities along Main Street and at the intersection of Main and Paterson.

The motion passed by unanimous voice vote.

NEW BUSINESS

2. [34455](#) Resolution changing the calculation formula used for Madison Water Utility's Payment In Lieu of Taxes (PILOT) for 2015 and beyond (Citywide).

Attachments: [WaterUtilityPILOTFiscNoteLeg34455.pdf](#)

A motion was made by Nelson, seconded by Cnare, to refer to the July meeting. The motion passed by unanimous voice vote.

MONITORING REPORTS

3. [34543](#) Affordability Report

Attachments: [O-2D Affordability June 2014.pdf](#)

A motion was made by Nelson, seconded by Cnare, to approve the General Manager's interpretation of the policy and the report as submitted. The motion passed by unanimous voice vote.

4. [34544](#) Treatment of Staff Report

Attachments: [EL-2B Treatment of Staff.pdf](#)

A motion was made by Nelson, seconded by Weier, to approve the General Manager's interpretation of the policy and the report as submitted. The motion passed by unanimous voice vote.

5. [34545](#) Emergency General Manager Succession Report

Attachments: [EL-2E Emergency General Manager Succession.pdf](#)

A motion was made by Nelson, seconded by Weier, to approve the General Manager's interpretation of the policy and the report as submitted. The motion passed by unanimous voice vote.

BOARD POLICY DEVELOPMENT AND REVIEW

6. [34548](#) Policy Book Review Subcommittee Update

Attachments: [Minutes- Policy Book Review 6-10-14.pdf](#)

Mike DePue gave the updated. The subcommittee's work is complete and revised policies as well as two proposed new policies were presented to the board for consideration.

7. [34529](#) Revising Water Utility Board Outcomes, Executive Limitations, Board Process policies and Procedural Guidelines

Attachments: [Proposed revisions to Board Outcomes Policies.pdf](#)
[Proposed revisions to Executive Limitations Policies.pdf](#)
[Proposed revisions to Board Process Policies.pdf](#)
[Proposed revision to Procedure Guidelines.pdf](#)
[Proposed Revisions after 6-24-14 Meeting.pdf](#)

A motion was made by Cnare, seconded by Nelson, to Refer to the July meeting. The motion passed by unanimous voice vote.

Weier left the meeting at 5:00 p.m.

Present: 6 - Lauren Cnare; Patrick E. Delmore; Mike DePue; Madeline B. Gotkowitz; Larry Nelson and Doug Voegeli

Excused: 2 - Bruce Mayer and Anita Weier

8. [34530](#) Development of a workforce planning policy

Attachments: [Draft EL-2J Workforce Planning Policy.pdf](#)

A motion was made by Cnare, seconded by Nelson, to Refer to the July meeting. The motion passed by unanimous voice vote.

9. [34531](#) Development of a sodium chloride policy

Attachments: [Draft GUIDE 7- Sodium Chloride Policy.pdf](#)
[2nd Draft GUIDE 7- Sodium Chloride Policy 6-24-14.pdf](#)

A motion was made by Cnare, seconded by Nelson, to Refer to the July meeting. The motion passed by unanimous voice vote.

INFORMATIONAL ITEMS

10. [22206](#) Notification of noncompliance with any Water Utility Board Policies.

There was no noncompliance to report.

11. [24301](#) Items of general interest and update on any rate case in progress.

The utility's consultants are currently working on demand analysis and peaking factors for rate design.

12. [34546](#) Update on Project H2O and the water utility's transition to monthly billing.

There are only 355 meters in the system that do not have endpoints installed. The Water Utility plans to transition to monthly billing by September. Postcards will be sent to all customers in July, and "catch-up" bills will be sent in August. In September customers will receive their first monthly bills. The customer web portal to view usage data is being tested and is scheduled to be ready at the same time.

13. [28907](#) Report from the Committee on the Environment.

DePue gave the report, the previous meeting was focussed on salt.

BOARD SELF-EVALUATION

14. [20013](#) Meeting Evaluation and Discussion

Attachments: [Board self-monitoring checklist.pdf](#)

Delmore led the meeting evaluation.

FUTURE AGENDA ITEMS

15. [14501](#) Introduction of Future Agenda Items.

Attachments: [Decision Tree.pdf](#)

The following future agenda items were introduced:

Review/revise the board's Sustainability Policy pertaining to water conservation goals.

Presentation from the Madison Metropolitan Sewerage District.

Presentation by staff from the city's Human Resources and/or Civil Rights Department on staff treatment policies.

ADJOURNMENT

A motion was made by Cnare, seconded by DePue, to Adjourn at 6:17 p.m. The motion passed by unanimous voice vote.