



# City of Madison

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

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Tuesday, May 22, 2018

4:30 PM

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

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### CALL TO ORDER / ROLL CALL

Lauren Cnare called the meeting to order at 4:33 pm.

**Present:** 7 - Arvina Martin; Patrick E. Delmore; Lauren Cnare; Madeline B. Gotkowitz;  
Doug Voegeli; Bruce Mayer and David Ahrens

**Excused:** 1 - Eugene L. McLinn

### APPROVAL OF MINUTES

A motion was made by Ahrens, seconded by Delmore, to refer to the next meeting. The motion passed by unanimous voice vote.

### PUBLIC COMMENT

There were no registrants.

### DISCLOSURES AND RECUSALS

There were none.

### NEW BUSINESS

A motion was made by Ahrens, seconded by Delmore, to discuss agenda items 1-4 together. The motion passed by unanimous voice vote.

1. [51752](#) Madison Water Utility deficit and next steps

**Attachments:** [Memo- MWU Deficit and Next Steps.pdf](#)  
[Staffing Report - June 2018.pdf](#)  
[MWU SurplusProperties\\_2018.pdf](#)

Chief Administrative Officer Robin Piper and Finance Supervisor Kathy Schwenn addressed the board.

Board members suggested changes to the reports they received, including:

- A “dashboard” with revenue and other critical financial numbers
- A report with revenue and expenses vs. budget
- Information re: assumptions and calculations made for revenue projections.
- Annual comparisons including at least two prior years to show trends
- Greater detail in the operating budget

Board members also suggested the following:

- For budgeting purposes, rate increases should not be factored into revenue projections unless a rate order is in hand.
- Anticipated weather conditions and water conservation trends should be factored into revenue projections.
- Water Utility Board approval of property sales--with a report from engineering staff for future well and facility sites that are sold
- Consideration of a hiring freeze
- Reconsideration of Water Conservation House project including costs to rent property.

Further discussion of the Water Utility Board’s role in rate increase calculations was suggested as a future agenda item.

A motion was made by Gotkowitz, seconded by Delmore, requesting that staff prepare an addendum to the memo addressing the above requests. The motion passed by unanimous voice vote.

## OTHER BUSINESS

2. [51754](#) Board education and discussion of Madison Water Utility financial systems and reporting

**Attachments:** [Financial Reporting Overview 2016-2018.pdf](#)

A motion was made by Gotkowitz, seconded by Delmore, to Approve. The motion passed by unanimous voice vote.

3. [51742](#) Affordability Report

**Attachments:** [O-2D Affordability May 2018.pdf](#)

A motion was made by Gotkowitz, seconded by Mayer, to accept the General Manager’s interpretation and the report as submitted. The motion passed by unanimous voice vote.

4. [51746](#) Financial Planning/ Budget Report

**Attachments:** [EL-2C Financial Planning Budgeting Monitoring Report May 2018.pdf](#)  
[REVISED EL-2C Financial Planning Budgeting Monitoring Report May 2018.](#)  
[2019 Water Capital Budget Presentation.pdf](#)

Principal Engineer Al Larson addressed the board. A motion was made by Delmore, seconded by Mayer, to refer to the next meeting with a request that borrowing requirements be added to the report. The motion passed by unanimous voice vote.

5. [51747](#) Infrastructure Report

**Attachments:** [2018\\_05\\_22 EL-2G Infrastructure.pdf](#)

A motion was made by Gotkowitz, seconded by Ahrens, to accept the General Manager's interpretation and the report as submitted. The motion passed by unanimous voice vote.

6. [22206](#) Notification of any noncompliance with Water Utility Board Policies.

**There was none.**

7. [24301](#) Items of general interest and update on any rate case in progress.

**Chief Administrative Officer Robin Piper gave an update to the board.**

8. [45865](#) Update on the Water Conservation House Project

**Public Information Officer Amy Barrilleaux gave an update to the board.**

9. [28907](#) Report from the Committee on the Environment.

**Patrick Delmore gave an update to the board.**

10. [14501](#) Introduction of Future Agenda Items.

**Attachments:** [Decision Tree.pdf](#)

**The following were suggested as future agenda items:**

**Discussion of rate increases and the board's role  
Financial Planning/Budget report (referred)  
Review Board Outcomes Policies  
Update on Waunona Sanitary District acquisition**

11. [20013](#) Meeting Evaluation and Discussion

**ADJOURNMENT**

A motion was made by Ahrens, seconded by Mayer, to Adjourn at 6:40 pm. The motion passed by voice vote.