



City of Madison
Agenda - Amended
Water Utility Board

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

Monday, December 13, 2010

7:00 p.m.

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

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnub ua hauj lwm ua ntej yuav tuaj sib tham.

Если Вам необходима помощь устного или письменного переводчика, а также если Вам требуются материалы в иных форматах либо у Вас имеются особые пожелания в связи с доступом к данной услуге, мероприятию или программе, пожалуйста, позвоните по указанному ниже телефону и сообщите об этом не менее чем за три рабочих дня до соответствующей встречи.

For assistance, TEXTNET 866-704-2315 or call the Water Utility at 608-266-4651.

Umbrella CAP (Citizen Advisory Panel)

Engineering Study for East Side Water Supply Planning and Project Development

This agenda is a map. Reference it as a guide to our journey rather than a step-by-step instruction.

PRIMARY GOALS:

- Review and reflect on presentation of project scope
- Firm up CAP membership
- Establish regular meeting schedule for the Umbrella CAP meetings

Item	Lead	Process	Disposition	Time
I. Welcome and Meeting Logistics	Bert Stitt			7:00
A. Time Keeper				
B. Process Monitor				
II. Introductions	Mark Stevens	Round		7:05
Name				
A highpoint of your day				
Area of city where you reside				
Expectations for this meeting				

A quorum of the Water Utility Board may be present at this meeting.

Item	Lead	Process	Disposition	Time
III. Review and Repair Agenda A. Goals B. Items	Bert	Discussion	Changes to meeting agenda	7:20
IV. Review Report of November 22 Meeting	Volunteer?	Round	Confirm understanding	7:25
V. Review Scope of Project A. Presentation B. Q & A C. Reflection	Al Larson & Paul Boersma Bert Mark	Presentation Q & A Focused Conversation Rounds	Clearer concept of project scope	7:35
VI. CAP Membership A. Confirm CAP Commitments B. Identify gaps in membership C. Recruit members to fill gaps	Bert		Clearer CAP makeup	8:25
VII. Set up future CAP meetings A. Regular meeting schedule (Not 2 nd Monday of the month) B. Organizational Workshop 1. Options for days & times 2. Possible topics 3. Set up subcommittee to flesh out workshop agenda	Bert		Solid next steps	8:35

Item	Lead	Process	Disposition	Time
VIII. Check Out / Meeting Evaluation	Volunteer?		Meeting assessment	8:50
A. Share any thoughts you have about this meeting				
B. How did you do as a participant?				
C. How did the group do?				
D. What worked well?				
E. What could we do to improve future meetings?				
IX. End			Move on	9:00

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