

MEETING
Board of Water Works Trustees
Des Moines Water Works
January 25, 2022
2201 George Flagg Parkway
3:30 p.m.

Join Zoom Meeting
<https://us02web.zoom.us/j/83429925937?pwd=QkdNTFc2ZWZGOHZCZEH4OEN0TjBDdz09>

Meeting ID: 834 2992 5937
Passcode: 950501

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Decision Agenda

I. Consent Agenda:

- A. Minutes, December 21, 2021, Board of Water Works Trustees Meeting
Minutes, January 4, 2022, Board of Water Works Trustees Meeting
Minutes, January 11, 2022, Board of Water Works Trustees Meeting
Minutes, January 18, 2022, Board of Water Works Trustees Meeting
- B. Financial Statements
- C. List of Payments for December 2021
- D. Summary of CEO-Approved Expenditures in Excess of \$20,000
- E. Review and Approve Reserve Funds Investments Policy
- F. Review and Approve Depositories for Des Moines Water Works Funds
- G. Next Meeting Date – February 22, 2022

II. Public Comment Period:

III. Action Items:

- A. Highway G14 Meter Vault
 - 1. Public Hearing
 - 2. Section 28E.18 Finding
 - 3. Adoption of Form of Contract, Plans and Specifications, and Estimated Cost
 - 4. Analysis of Bids Received
 - 5. Award of Contract and Authorization to Execute Contract

- B. Fleur Drive Operations Center Stormwater System Improvements – Phase 2
1. Public Hearing
 2. Adoption of Form of Contract, Plans and Specifications, and Estimated Cost
 3. Analysis of Bids Received
 4. Award of Contract and Authorization to Execute Contract
- C. Easement for Water Main in City of Des Moines Observatory Road Reconstruction Project
- D. Regional 28E Review – Possible Closed Session
- The Board of Water Works Trustees may hold a closed session pursuant to:
- Iowa Code Section 388.9(1) to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Each of these topics should be discussed in closed session to avoid disclosure likely to prejudice or disadvantage the position of the Des Moines Water Works.
 - Iowa Code Section 622.10 to request and receive legal advice from retained legal counsel and to avoid waiver of the attorney-client privilege.
 - Iowa Code Section 22.7(65) to review a tentative and preliminary draft prior to completion of the 28E agreement; and
 - Iowa Code Section 21.5(1)(a) to discuss or review records which are required or authorized by state or federal law to be kept confidential.

IV. Information Items:

- A. Board Committee Reports
- Planning Committee
 - Finance and Audit Committee
 - Bill Stowe Memorial Committee
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board

**OSHA Recordable
Injuries YTD: 0**

- B. Staff Updates:
- External Affairs
- C. CEO and General Manager’s Comments
- 2022 Strategic Initiatives
- D. Contract Status and Professional Services Agreements

V. Adjournment

Schedule of Board Activities – February & March Time: 3:30 p.m.		
<u>Date</u>	<u>Location</u>	<u>Meeting</u>
February 1	Board Room & Virtual	Planning Committee Meeting
February 8	Board Room & Virtual	Finance & Audit Committee Meeting
February 22	Board Room & Virtual	Board of Water Works Trustees
March 1	Board Room & Virtual	Planning Committee Meeting
March 8	Board Room & Virtual	Finance & Audit Committee Meeting
March 22	Board Room & Virtual	Board of Water Works Trustees

AGENDA ITEM FORM

SUBJECT: Consent Agenda

SUMMARY:

- A. Minutes, December 21, 2021, Board of Water Works Trustees Meeting
Request: Approve December 21, 2021, Minutes
Minutes, January 4, 2022, Board of Water Works Trustees Meeting
Request: Approve January 4, 2022, Minutes
Minutes, January 11, 2022, Board of Water Works Trustees Meeting
Request: Approve January 11, 2022, Minutes
Minutes, January 18, 2022, Board of Water Works Trustees Meeting
Request: Approve January 18, 2022, Minutes
- B. Financial Statements
- At December 2021, total assets of the Des Moines Water Works were \$433.8 million, liabilities totaled \$55.6 million, deferred outflows totaled \$7.5 million, deferred inflows totaled \$7.3 million and contributions and retained earnings were \$378.4 million.
 - Total operating revenue for the month of December was \$6.7 million. Expenses (operating and non-operating) for the month were approximately \$5.3 million, leaving net earnings of approximately \$1.4 million.
 - Request:** Receive and File for Audit the December 2021 Financial Statements.
- C. List of Payments for December 2021
Request: Approve December 2021 payments
- D. Summary of CEO-approved expenditures in excess of \$20,000
Request: Approve the CEO-approved expenditures in excess of \$20,000
- E. Review and Approve Reserve Funds Investments Policy
- F. Review and Approve Depositories for Des Moines Water Works Funds
- G. Next Meeting Date – February 22, 2022
Request: Approve February 22, 2022, as the date of the next meeting of the Board of Water Works Trustees.

FISCAL IMPACT:

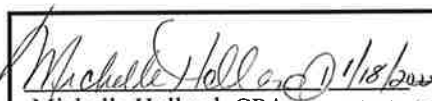
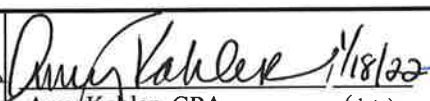
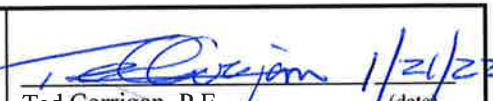
No impact to budget.

RECOMMENDED ACTION:

Approve Consent Agenda Items A, B, C, D, E, F and G.

BOARD REQUIRED ACTION:

Motion to approve Consent Agenda.

 Michelle Holland, CPA (date) 1/18/22 Controller	 Amy Kahler, CPA (date) 1/18/22 Chief Financial Officer	 Ted Corrigan, P.E. (date) 1/21/22 CEO and General Manager
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Attachments: December 21, 2021, Board of Water Works Trustees Meeting Minutes; January 4, 2022, Board of Water Works Trustees Meeting Minutes; January 11, 2022, Board of Water Works Trustees Meeting Minutes; January 18, 2022, Board of Water Works Trustees Meeting Minutes; December 2021 Financial Statements; List of Payments; Summary of CEO-approved expenditures in excess of \$20,000; Reserve Funds Investment Policy; Depositories for Des Moines Water Works Funds

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, December 21, 2021**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson Mr. Graham Gillette, presiding; Ms. Andrea Bolton, Ms. Susan Huppert, and Ms. Diane Munns

Staff members: Rachel Brown, Pat Bruner, Nathan Casey, Tom Cater, Ted Corrigan, Kyle Danley, Doug Garnett, Leah Heim, Michelle Holland, Amy Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, Michelle Watson, and Dylan White

Also in attendance: Scott Cirksena (City of Clive), Shari Hawk (ICCI), John Lande (legal counsel), Gary Lorenz (City of Ankeny), Rick Malm (legal counsel), Cherie Mortice (ICCI), Melissa Walker (MW Media Consultants, LLC), Tim Whipple (IAMU), and several others

Mr. Gillette called the meeting to order at 3:30 p.m.

Consent Agenda

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to approve Consent Items A, B, C, D, and E (Approval of Minutes, November 23, 2021, Board of Water Works Trustees Meeting; Minutes, December 7, 2021, Planning Committee Meeting; Minutes, December 14, 2021, Board of Water Works Trustees Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for November 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of January 25, 2022, as the next meeting of the Board of Water Works Trustees). Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Public Comment Period

Mr. Tim Whipple, Mr. Gary Lorenz, and Mr. Scott Cirksena addressed the Board and spoke in favor of DMWW's adoption of the proposed Central Iowa Water Works Founding Resolution. Ms. Cherie Mortice and Ms. Shari Hawk suggested the Board postpone the vote on the resolution, although it is technically non-binding, to allow more input from the public.

Central Iowa Water Works Founding Resolution

In 2017 Des Moines Water Works, Urbandale Water Utility, and West Des Moines Water Works launched an investigation into regional governance options. A national financial consultant specializing in utility management was retained. Persons representing communities and water utilities across the Des Moines metro area met in open meetings throughout 2018 and 2019. A number of options were considered. A smaller group consisting of representatives from DMWW, UWU, and WDMWW continued to meet through the socially distant months of the pandemic in 2020 and 2021. That group published a status report in April 2021 and a final Outcomes Document in November 2021. The Outcomes Document describes, in broad terms, a framework that the three participating entities believe can serve as a basis for development of a cooperative e28E-28F entity governing drinking water production in the Des Moines metro area.

Ms. Huppert introduced the following Resolution and moved that the same be adopted. Ms. Munns seconded the motion to adopt the following resolution:

WHEREAS, the Board of Water Works Trustees of the City of Des Moines, Iowa considers it desirable to explore establishing, with other water utilities and governmental entities, a shared regional system of drinking water supply production facilities under regional governance to meet all of its existing and future needs for safe, reliable, abundant, and reasonably priced drinking water to be distributed to its customers; and

WHEREAS, certain existing water supply utilities in Central Iowa have defined a framework for the organization of a new regional water authority as a separate public entity created under Chapter 28E and Chapter 28F, Iowa Code, to be known as the "Central Iowa Water Works" to act as a regional water wholesale production and supply authority under terms and conditions as set forth in the Regionalization Outcomes Document as issued in April, 2021 and revised in November, 2021 attached hereto as Exhibit A (the "Outcomes Document"); and

WHEREAS, the Board of Water Works Trustees of the City of Des Moines, Iowa desires to participate as a founding agency of the Central Iowa Water Works as described in the Outcomes Document, subject to certain terms and contingencies.

NOW, THEREFORE IT IS HEREBY RESOLVED, that the Board of Water Works Trustees of the City of Des Moines, Iowa shall be, and agrees to become, a founding agency of the Central Iowa Water Works on the terms as generally described in the Outcomes Document, **subject to the following:**

- A. Participation as a founding agency shall be subject to the preparation of a form of Agreement under Chapter 28E and Chapter 28F of the Iowa Code that is in all material respects consistent with the Outcomes Document and acceptable in form and substance to the Board of Water Works Trustees of the City of Des Moines, Iowa and its counsel; and
- B. Participation as a founding agency shall be contingent upon, and shall be effective only if, water supply agencies representing a "critical mass", defined as a substantial majority of the average total annual water consumption of the Des Moines Metropolitan Area, execute this CIWW Founding Resolution by March 31, 2022; and
- C. Participation as a founding agency shall be contingent upon the execution, delivery, and filing with the Iowa Secretary of State of a 28E-28F Agreement by the requisite agencies meeting condition B above on or before September 30, 2022.

Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Execute the First Amendment to Chapter 28E Agreement between Des Moines Water Works and City of Norwalk for Design, Construction, and Funding of Norwalk Water Utility Improvements

A Chapter 28E Agreement approved by the Board in September of 2019 called for design and construction of certain Norwalk Water Utility Improvements. The scope of the Norwalk Water Utility Improvements called for the design and construction of an estimated 12,000 feet of 16-inch water main (along Highway G14 between N. 43rd Street in Cumming and 50th Avenue in Norwalk) and a new meter pit. Language within the 28E Agreement, in hindsight, was overly

specific about the location of the meter pit. Design details, meeting the approval and desire of Norwalk staff, ultimately placed the meter pit at a location inconsistent with the language in the 28E Agreement. This First Amendment to the Chapter 28E Agreement removes the unnecessary specificity and will serve to prevent future confusion amongst DMWW and Norwalk staff regarding the meter pit location.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to approve and authorize the Chairperson to execute the First Amendment to the Chapter 28E Agreement between Des Moines Water Works and the City of Norwalk for Design, Construction, and Funding of Norwalk Water Utility Improvements as presented. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Solicit Bids for Norwalk Highway G14 Meter Vault and Establish the Date of the Public Hearing as the Date of the January 2022 Board Meeting

At its September 2019 meeting, the Board approved a 28E Agreement for the construction of the Norwalk Water Utility Improvements. The Norwalk Water Utility Improvements are effectively an extension of a previously completed joint project involving DMWW, Cumming, Norwalk, and West Des Moines Water Works. A 28E Agreement filed in August 2017 called for the construction of water mains and a shared pump station which has since been constructed and placed into service in March of 2020. The Norwalk Water Utility Improvements are for the sole benefit of Norwalk. Installation of all new 16-inch water main, associated with the Norwalk Water Utility Improvements, was completed and placed into service prior to peak pumpage of 2021. The final component of the Norwalk Water Utility Improvements involves installation of a new meter vault.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, to authorize staff to solicit bids for the Norwalk Highway G14 Meter Vault Contract and establish the date of Public Hearing as the date of the January 2022 Board meeting, and direct staff to publish notice as provided by law. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Change Order No. 11 to 2021 Des Moines Water Main Replacement Contract 1 – E. Pleasant View Drive and E. 17th Street

As part of the approved budget for the 2021 Des Moines Water Main Replacement Budget, E. Pleasant View Drive and E. 17th Street have received new water mains due to history of main breaks and other service issues under the 2021 Des Moines Water Main Replacement Contract 1, awarded in March of 2021 to Synergy Contracting, LLC in the amount of \$1,806,597. Synergy Contracting, LLC, is requesting compensation for additional time and material on E. 17th Street due to unsuitable soil. Work under this Change Order included removal of unsuitable soil and replacement with manufactured sand. This Change Order will provide compensation to Synergy Contracting, LLC, in the amount of \$110,850 for the time and material required for removal of unsuitable soil and replacement with manufactured sand on E. 17th Street.

A motion was made by Ms. Munns, and seconded by Ms. Boulton, to execute Change Order No. 11 to the 2021 Des Moines Water Main Replacement Contract 1 – E. Pleasant View Drive and E. 17th Street project in the amount of \$110,850. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Permission to Issue a Supplemental Purchase Order for Rehabilitation of Lime Sludge Dewatering Press Equipment

At the August 2021 Board meeting, the Board of Water Works Trustees authorized staff to issue a Purchase Order to Reppert Rigging and Hauling (Reppert) in the amount of \$155,000. Purchase Order No. 3097068 was subsequently issued to Reppert by staff. It was discovered after rehabilitation work started on Filter Press 2 that several additional components of Filter Press 2 were deteriorated to the degree that replacement was required. This has not only increased the cost of replacement and repair parts from Evoqua, but also the costs incurred by Reppert for providing labor and equipment to assist Evoqua's onsite staff. Reppert estimates an additional \$190,000 is needed, beyond the \$155,000 authorized in Purchase Order No. 3097068, for continuing to provide labor and equipment to Evoqua to complete the rehabilitation of Filter Press 2.

A motion was made by Ms. Boulton, and seconded by Ms. Huppert, to authorize staff to issue a supplemental Purchase Order to Reppert Rigging and Hauling, in the amount of an additional \$190,000, for providing personnel and equipment in assisting Evoqua's on-site field service workforce in rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization for CEO and General Manager to Extend Change Order No. 7 to the 2015-2020 Lime Residuals Disposal Agreement with Synagro

DMWW entered into an agreement with Synagro in June of 2015 for the 2015-2020 Lime Residuals Disposal. This Agreement defines price per ton removal rates of residual material from the Fleur Drive Water Treatment Plant (FDWTP) and the McMullen Water Treatment Plant (MWTP). The term of the Agreement was extended by change order to June of 2023.

In June of 2021, Change Order No. 7 was executed to provide additional compensation to Synagro for more staff and longer hours needed to maintain residual removal from FDWTP while Press No. 2 is not functioning. With Press No. 2 out of service, Synagro is required to work longer hours on nights and weekends to keep up with residual production at the FDWTP. With only three presses in service, Synagro must run those presses more often, leading to longer work hours for the same quantity of residuals removed. This Change Order called for additional compensation of \$2,423 per week until all the presses are fully functional. Work on Press No. 2 was originally anticipated to take 28 weeks for an estimated cost of \$67,844. Due to material delays and unforeseen construction issues an additional 20 weeks may be required. This increases the estimated change order cost to \$116,304. With these updated costs, Board authorization for the CEO and General Manager to approve the extended Change Order is now necessary.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to authorize the CEO and General Manager to extend Change Order No. 7 to 2015-2020 Lime Residuals Disposal Agreement in the amount of \$2,423 per week until repairs are complete. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

MidAmerican Energy Company Electric Transmission Line Easement

MidAmerican Energy Company (MEC) is requesting an easement of approximately 0.47 acres comprising the west 140 ft. of Des Moines Water Works Park adjacent to Highway 28. This easement would allow MEC overhead transmission lines to pass above DMWW property. Accommodating MEC with an easement does not create adverse conditions to DMWW.

A Public Hearing was opened by Chairperson Gillette for comments from the public regarding the granting of an easement to MidAmerican Energy Company across DMWW real estate. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Ms. Huppert, seconded by Ms. Munns, to authorize the Chairperson and CEO and General Manager to execute the document granting an electric transmission line easement to MidAmerican Energy Company in the form presented. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

MidAmerican Energy Company Gas Easement

MidAmerican Energy Company (MEC) is requesting a 10 ft. wide easement running for approximately 150 ft. across the far west portion of Des Moines Water Works Park adjacent to Highway 28. This easement would be used for placement of a 16" gas pipeline that is being relocated from the west side of Highway 28 due to Raccoon River bridge replacement.

A Public Hearing was opened by Chairperson Gillette for comments from the public regarding the granting of a gas easement to MidAmerican Energy Company across DMWW real estate. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to authorize the Chairperson and CEO and General Manager to execute the document granting a gas easement to MidAmerican Energy Company in the form presented. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

2022 Water Service Line Repairs

A Request for Proposals for the 2022 Water Service Line Repairs project was published inviting plumbing contractors to bid on customer-owned service line repairs as needed for the 2022 calendar year. The engineer's estimate was \$242,000. The low bid, submitted by Torgerson Excavating, Inc., was in the amount of \$238,340.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, to award the 2022 Water Service Line Repairs contract to Torgerson Excavating, Inc., in the amount of \$238,340, and authorize the Chairperson and CEO and General Manager to execute the contract. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Performance Evaluation and Salary Increase for CEO and General Manager

The CEO and General Manager's performance evaluation was conducted. It was noted that the CEO's employment agreement provides for an annual salary increase effective each January 1st in an amount equal to the average percentage increase of all bargaining unit employees for the corresponding year.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on December 7, 2021, as reflected in the minutes thereof.
- Finance and Audit Committee – No meeting held in December.
- Customer Relations Committee – No meeting held in December. Customer Relations Committee meetings will not be scheduled on a regular basis in 2022 but may be held as needed.

- Bill Stowe Memorial – Mr. Gillette had no update to report.
- Greater Des Moines Botanical Garden – Mr. Gillette shared that the Botanical Garden is adding a sculpture in honor of Tom Urban.
- Des Moines Water Works Park Foundation Board – Ms. Boulton reported that fundraising and strategic planning efforts continue.
- 2022 External Boards and Committee Assignments – Mr. Gillette shared that assignments will remain the same in 2022 as they were in 2021 unless there is interest by Board members to serve in a different capacity.

Staff Updates

External Affairs - Ms. Terry provided updates on water quality, education, public relations, and strategic planning efforts.

CEO and General Manager's Comments

2021 Utility Goals Update - Mr. Corrigan provided an update on the 2021 Utility Goals that include: Treatment Expansion Evaluation, Response Plan to Lead & Copper Rule Revisions, Completion of Five-Year Organizational Strategic Plan, and Safety.

Mr. Corrigan also reported that the stay on the OSHA COVID-19 vaccines and testing mandates has been lifted. Currently, DMWW is expected to have a program created by January 10 and have it implemented by February 10 absent further court actions.

Adjournment – Meeting adjourned by unanimous consent.

5:04 p.m. adjourned

**MINUTES OF SPECIAL CALLED MEETING OF THE BOARD OF WATER WORKS
TRUSTEES PURSUANT TO NOTICE
Tuesday, January 4, 2022**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson Mr. Graham Gillette, presiding; Mr. Joel Aschbrenner, Ms. Andrea Boulton, Ms. Sue Huppert, and Ms. Diane Munns

Staff members: Kyle Danley, Amy Kahler, and Michelle Watson

Also in attendance: John Lande (legal counsel), Rick Malm (legal counsel)

Mr. Gillette called the meeting to order at 3:30 p.m.

Regional 28E Review – Closed Session

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to go into closed session pursuant to:

- Iowa Code Section 388.9(1), to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Each of these topics should be discussed in closed session to avoid disclosure likely to prejudice or disadvantage the position of the Des Moines Water Works.
- Iowa Code Section 622.10 to request and receive legal advice from retained legal counsel and to avoid waiver of the attorney-client privilege.
- Iowa Code Section 22.7(65) to review a tentative and preliminary draft prior to completion of the 28E agreement; and
- Iowa Code Section 21.5(1)(a) to discuss or review records which are required or authorized by state or federal law to be kept confidential.

Upon roll-call vote, the motion was adopted, with Mr. Aschbrenner, Ms. Boulton, Mr. Gillette, Ms. Huppert, and Ms. Munns voting in favor of the motion. The meeting then went into closed session.

The Board subsequently returned to open session.

No action was taken as a result of, or following, the closed session discussion.

Public Comments

There were no comments from the public.

Adjournment – Meeting adjourned by unanimous consent.

4:59 p.m. adjourned

**MINUTES OF SPECIAL CALLED MEETING OF THE BOARD OF WATER WORKS
TRUSTEES PURSUANT TO NOTICE
Tuesday, January 11, 2022**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson Mr. Graham Gillette, presiding; Ms. Andrea Boulton, Ms. Sue Huppert, and Ms. Diane Munns. Mr. Joel Aschbrenner, joined the meeting in progress.

Staff members: Ted Corrigan, Kyle Danley, Amy Kahler, and Michelle Watson

Also in attendance: John Lande (legal counsel), Rick Malm (legal counsel)

Mr. Gillette called the meeting to order at 3:30 p.m.

Regional 28E Review – Closed Session

A motion was made by Ms. Munns, seconded by Ms. Huppert, to go into closed session pursuant to:

- Iowa Code Section 388.9(1), to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Each of these topics should be discussed in closed session to avoid disclosure likely to prejudice or disadvantage the position of the Des Moines Water Works.
- Iowa Code Section 622.10 to request and receive legal advice from retained legal counsel and to avoid waiver of the attorney-client privilege.
- Iowa Code Section 22.7(65) to review a tentative and preliminary draft prior to completion of the 28E agreement; and
- Iowa Code Section 21.5(1)(a) to discuss or review records which are required or authorized by state or federal law to be kept confidential.

Upon roll-call vote, the motion was adopted, with Ms. Boulton, Mr. Gillette, Ms. Huppert, and Ms. Munns voting in favor of the motion. The meeting then went into closed session.

Mr. Aschbrenner joined the closed session in progress at 3:42 p.m.

The Board subsequently returned to open session.

No action was taken as a result of, or following, the closed session discussion.

Public Comments

There were no comments from the public.

Adjournment – Meeting adjourned by unanimous consent.

4:57 p.m. adjourned

**MINUTES OF SPECIAL CALLED MEETING OF THE BOARD OF WATER WORKS
TRUSTEES PURSUANT TO NOTICE
Tuesday, January 18, 2022**

Present (or Participating by Video or Audio Conference Link):

Board Members: Chairperson Mr. Graham Gillette, presiding; Mr. Joel Aschbrenner, Ms. Andrea Boulton, Ms. Sue Huppert, and Ms. Diane Munns

Staff members: Ted Corrigan, Kyle Danley, Amy Kahler, and Michelle Watson

Also in attendance: John Lande (legal counsel), Rick Malm (legal counsel)

Mr. Gillette called the meeting to order at 3:31 p.m.

Regional 28E Review – Closed Session

A motion was made by Ms. Boulton, seconded by Ms. Munns, to go into closed session pursuant to:

- Iowa Code Section 388.9(1), to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Each of these topics should be discussed in closed session to avoid disclosure likely to prejudice or disadvantage the position of the Des Moines Water Works.
- Iowa Code Section 622.10 to request and receive legal advice from retained legal counsel and to avoid waiver of the attorney-client privilege.
- Iowa Code Section 22.7(65) to review a tentative and preliminary draft prior to completion of the 28E agreement; and
- Iowa Code Section 21.5(1)(a) to discuss or review records which are required or authorized by state or federal law to be kept confidential.

Upon roll-call vote, the motion was adopted, with Mr. Aschbrenner, Ms. Boulton, Mr. Gillette, Ms. Huppert, and Ms. Munns voting in favor of the motion. The meeting then went into closed session.

The Board subsequently returned to open session.

No action was taken as a result of, or following, the closed session discussion.

Public Comments

There were no comments from the public.

Adjournment – Meeting adjourned by unanimous consent.

5:03 p.m. adjourned

**DES MOINES WATER WORKS
FINANCIAL STATEMENT COMMENTS
FOR THE MONTH ENDED December 31, 2021**

STATEMENT OF NET POSITION

Below are summaries of financial position and activity for the month of December 2021 based on **preliminary** year-end numbers. Additional year-end adjustments and reclassification will be made to the financial records prior to the issuance of our final 2021 audited financial statements.

Summary Net Position (in millions)

	Dec 31, 2021	Dec 31, 2020
Cash	\$26.3	\$18.6
Invested Cash	5.0	5.0
Accounts Receivable	9.3	13.0
Operating Reserves	12.8	12.3
Revenue Bond Reserves	0.2	4.9
Other Assets	5.7	5.1
Fixed Assets	569.2	569.2
Less: Accumulated Depreciation	(215.9)	(203.1)
Net Fixed Assets	353.3	366.1
Construction in Progress	<u>21.2</u>	<u>5.7</u>
Total Assets	<u>433.8</u>	<u>430.5</u>
Deferred Outflows of Resources	7.5	8.0
Total Assets & Deferred Outflows of Resources	<u>441.3</u>	<u>438.5</u>
Current Liabilities	9.2	21.5
Long-Term Liabilities	44.5	52.6
Other Liabilities	<u>1.9</u>	<u>1.9</u>
Total Liabilities	55.6	76.0
Deferred Inflows of Resources	7.3	7.3
Net Position	<u>378.4</u>	<u>355.2</u>
Total Liabilities, Deferred Inflows of Resources & Net Position	<u>441.3</u>	<u>438.5</u>

STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	December 2021	Year to date 2021	Year to date 2020
Operating Revenue	\$ 6.7 million	\$ 82.9 million	\$ 77.7 million
Operating Expenses	\$ 5.8 million	\$ 60.3 million	\$ 59.8 million
Other Income (Expense)	\$ 0.5 million	\$ 0.5 million	\$ 5.1 million
Net Earnings	\$ 1.4 million	\$ 23.1 million	\$ 22.9 million

The table below summarizes expenses for the period-to-date ended December 2021 and 2020:

OPERATING EXPENSES

Year-to-Date Ending December 31, 2021 and 2020

	YTD Dec 2021	% of Total	YTD Dec 2020	% of Total
Labor	\$ 16,633,141	35%	\$ 16,541,233	33%
Benefits	8,836,663	19%	9,716,593	20%
Purchased Services	7,937,648	17%	9,196,415	19%
Materials and Equipment	3,633,016	8%	3,563,366	7%
Chemicals	5,082,185	11%	4,988,278	10%
Utilities/Telephone	3,201,530	7%	3,187,082	6%
Insurance	1,385,144	3%	1,333,313	3%
Postage	411,505	1%	471,830	1%
Other	405,014	1%	446,681	1%
	\$ 47,525,846	100%	\$ 49,444,791	100%

CHANGES IN INVESTMENTS

	Change from Prior Month	Average Annual Return
Bond Reserves	(\$17,041,464)	0.03%
Operating Reserves	\$507,947	0.13%
Invested Operating Cash	\$647	0.13%

Comments

Pension fund investments decreased by \$1.3 million for the month of December 2021. The pension fund balance as of December 31, 2021, was \$63.9 million.

PROJECT EXPENSES

Total expenditures for operating projects through December 2021 were approximately \$47.5 million or 94% of the operating budget. Overall expenditures on capital projects were approximately \$15.6 million or 43% of the capital budget.

DES MOINES WATER WORKS
PRELIMINARY Statement of Net Position
For the Period Ending December 31, 2021 and December 31, 2020

	2021	2020	Change
ASSETS			
Cash			
Petty Cash	\$ 1,900	\$ 2,900	
Interest Bearing Cash	26,324,418	18,574,544	
Total	\$ 26,326,318	\$ 18,577,444	\$ 7,748,874
Invested Cash			
Operating			
Cash on Hand	\$ 3,410,425	\$ 17,148	
U.S. Government Securities	1,590,900	4,947,393	
Total	\$ 5,001,325	\$ 4,964,541	\$ 36,784
Accounts Receivable			
Accounts Receivable	\$ 6,847,496	\$ 10,455,389	
Accounts Receivable Unbilled	2,451,278	2,451,278	
Accrued Interest Receivable	1,160	44,966	
Total	\$ 9,299,934	\$ 12,951,633	\$ (3,651,699)
Reserves (Invested)			
Operating			
Cash On Hand	\$ 6,301,673	\$ 2,219,105	
U.S. Government Securities	6,485,090	10,049,749	
Total	\$ 12,786,763	\$ 12,268,854	\$ 517,909
Revenue Bond Reserves (Invested)			
Cash on Hand	\$ 214,239	\$ 454,372	
U.S. Government Securities	-	4,441,998	
Total	\$ 214,239	\$ 4,896,370	\$ (4,682,131)
Other Assets			
Materials in Stock Accounts	\$ 4,130,745	\$ 3,528,943	
Water Receivable Long-Term	172,651	327,217	
Prepaid Insurance	1,056,282	935,434	
Prepaid Expense	306,086	270,012	
Accum Unrealized Gain/(Loss) Invest	(11,878)	(2,213)	
Total	\$ 5,653,885	\$ 5,059,394	\$ 594,490

DES MOINES WATER WORKS
PRELIMINARY Statement of Net Position
For the Period Ending December 31, 2021 and December 31, 2020

	2021	2020	Change
ASSETS-CONTINUED			
Fixed Assets			
Land & Right of Way	\$ 8,208,369	\$ 8,208,369	
Structures and Machinery	165,875,283	165,875,283	
Water Supply System	59,372,828	59,372,828	
Urbandale Booster System	509,687	509,687	
Pipelines	266,459,469	266,459,469	
Meters	31,700,015	31,700,015	
Laboratory Equipment	786,078	786,078	
Distribution Equipment	1,361,239	1,361,239	
Mobile Equipment	3,795,095	3,795,095	
Vehicles	2,968,974	2,968,974	
Office Equipment	1,341,093	1,341,093	
MIS Equipment	26,823,802	26,823,802	
Total	\$ 569,201,931	\$ 569,201,931	
Accumulated Depreciation	(215,913,861)	(203,104,998)	
Construction in Progress	\$ 21,198,530	5,691,558	
Total Fixed Assets	\$ 374,486,600	\$ 371,788,491	\$ 2,698,109
TOTAL ASSETS	\$ 433,769,065	\$ 430,506,729	\$ 3,262,335
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Charge on Bond Refunding	\$ -	\$ 515,916	
Pension Related Amounts	7,511,696	7,511,696	
Total	\$ 7,511,696	\$ 8,027,612	\$ (515,916)
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES	\$ 441,280,761	\$ 438,534,341	\$ 2,746,419

DES MOINES WATER WORKS
PRELIMINARY Statement of Net Position
For the Period Ending December 31, 2021 and December 31, 2020

	2021	2020	Change
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 707,267	\$ 2,952,917	
Construction Payables	1,587,063	7,486,462	
Salaries and Wages Payable	1,252,225	958,028	
Accrued Leave	3,974,240	3,974,240	
State Tax Payable	116,056	178,017	
Work Comp Reserves	449,260	449,260	
Revenue Bond Interest Payable	262	41,196	
Revenue Bonds Payable Current	157,000	3,832,000	
Deferred Revenue - Current	0	722,580	
Billing Service Deposits	949,389	907,277	
Unclaimed Refunds	10,178	9,089	
Total	\$ 9,202,941	\$ 21,511,067	\$ (12,308,126)
Long Term Liabilities			
Revenue Bond Payable	\$ -	\$ 13,620,166	
Deferred Revenue	8,084,344	2,502,356	
Pension Liability	17,568,986	17,568,986	
Other Post-Employment Benefit Liability	18,793,745	18,793,745	
Other Non-Current Liabilities	32,859	80,925	
Total	\$ 44,479,934	\$ 52,566,178	\$ (8,086,244)
Other Liabilities			
Deposits by Consumers	\$ 1,921,275	\$ 1,893,792	
Project H2O	254	2,020	
Miscellaneous Liabilities	(1,014)	1,811	
Total	\$ 1,920,515	\$ 1,897,624	\$ 22,891
TOTAL LIABILITIES	\$ 55,603,390	\$ 75,974,869	\$ (20,371,479)
DEFERRED INFLOWS OF RESOURCES			
Pension Related Amounts	\$ 5,199,586	\$ 5,199,586	
Other Post-Employment Benefit Amounts	2,122,572	2,122,572	
Total	\$ 7,322,158	\$ 7,322,158	\$ -
NET POSITION	\$ 378,355,213	\$ 355,237,315	\$ 23,117,898
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION	\$ 441,280,761	\$ 438,534,341	\$ 2,746,419

Des Moines Water Works
PRELIMINARY Statement of Earnings and Retained Earnings
For the Month Ended December 31, 2021, the Twelve Months Ending December 31, 2021
and the Twelve Months Ending December 30, 2020

	Current Month 2021	Year-To-Date 2021	Yearly Budget 2021	Actual vs. Budget Variance	Year-To-Date 2020	Year-To-Date Current vs. Prior Year
OPERATING REVENUE						
Water Sales	\$ 5,092,156	\$ 73,849,787	\$ 68,511,078	\$ 5,338,709	\$ 68,020,673	\$ 5,829,114
Sewer Services - Runnells	8,338	95,803	87,400	8,403	97,062	(1,259)
Late Fees	35,346	398,277	320,000	78,277	333,493	64,784
Billed Debt Service	(61)	2,194,997	2,414,693	(219,696)	2,393,786	(198,789)
Other Sales and Services	289,465	1,967,592	2,974,184	(1,006,592)	3,186,119	(1,218,527)
Billing Services Revenue	164,508	1,823,989	1,887,383	(63,394)	1,892,792	(68,803)
Land Use Revenue	24,344	194,661	245,000	(50,339)	178,586	16,075
Connection Fees	44,430	718,658	600,000	118,658	879,667	(161,009)
Reimb for Covid Expenses	978,042	978,042	-	978,042	-	978,042
Purchase Capacity	60,215	722,580	-	722,580	718,825	3,755
Cash Discount and Refunds	164	2,644	-	2,644	2,809	(165)
Total Operating Revenues	\$ 6,696,947	\$ 82,947,030	\$ 77,039,738	\$ 5,907,292	\$ 77,703,812	\$ 5,243,218
OPERATING EXPENSES						
Labor	\$ 1,904,611	\$ 16,633,141	\$ 17,143,482	\$ 510,341	\$ 16,541,233	\$ (91,908)
Benefits	294,423	3,868,096	3,839,474	(28,622)	3,671,900	(196,196)
Retirement Benefits	383,413	4,968,567	5,104,162	135,595	6,044,693	1,076,126
Postage	56,028	411,505	490,900	79,395	471,830	60,325
Telephone	22,265	266,953	285,500	18,547	301,079	34,126
Insurance	118,797	1,385,144	1,440,000	54,856	1,333,313	(51,831)
Casualty Loss	5,943	120,393	100,000	(20,393)	64,101	(56,292)
Loss on Bad Accounts	(2,760)	(20,765)	150,000	170,765	154,194	174,959
Purchased Services	977,702	7,937,648	9,804,921	1,867,273	9,196,415	1,258,767
Training	12,254	65,692	162,390	96,698	26,718	(38,974)
Materials and Equipment	353,908	3,633,016	3,745,252	112,236	3,563,366	(69,650)
Chemicals	416,034	5,082,185	5,264,024	181,839	4,988,278	(93,907)
Utilities	183,319	2,934,577	2,972,976	38,399	2,886,003	(48,574)
Gasoline/Fuel	25,490	239,694	235,818	(3,876)	201,668	(38,026)
Total Operating Expense	\$ 4,751,427	\$ 47,525,846	\$ 50,738,899	\$ 3,213,053	\$ 49,444,791	\$ 1,918,945
Depreciation Expense	\$ 1,064,480	12,808,863	12,844,080	35,217	10,392,827	(2,416,036)
Net Income from Operations	881,040	22,612,321	13,456,759	9,155,562	17,866,194	4,746,127
Other Income (Expense) :						
Capital Contributions	\$ 499,596	\$ 945,826	\$ -	\$ 945,826	\$ 1,775,187	\$ (829,361)
Contributions From Subdividers	-	-	-	-	3,657,064	(3,657,064)
Investment Income	9,079	143,979	174,290	(30,311)	231,384	(87,405)
Net Change - Investment Values	(16,018)	(128,057)	-	(128,057)	(64,821)	(63,236)
Interest Expense / Amortization	(3,012)	(456,171)	(493,583)	37,412	(592,689)	136,518
Gain/Loss on Fixed Assets	-	-	-	-	46,000	(46,000)
Other Income/Expense	-	-	-	-	-	-
Other Income (Expense), net	\$ 489,645	\$ 505,577	\$ (319,293)	\$ 824,870	\$ 5,052,125	\$ (4,546,548)
Net Earnings	\$ 1,370,685	\$ 23,117,898	\$ 13,137,466	\$ 9,980,432	\$ 22,918,319	\$ 199,579
Retained Earnings, January 1		\$ 355,237,315			\$ 329,461,785	
Ending Retained Earnings		\$ 378,355,213			\$ 352,380,104	

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
FOR THE MONTH ENDED DECEMBER 31, 2021**

BOND RESERVES

	Balance at 11/30/2021	Additions	Deductions	Balance at 12/31/2021
Cash on Hand	\$17,255,703	8	17,041,471	\$214,239
U.S. Government Securities	0	0	-	0
Total Bond Reserves	\$17,255,703	\$8	\$17,041,471	\$214,239

The average annual interest earned was 0.03%.

INVESTED RESERVES

	Balance at 11/30/2021	Additions	Deductions	Balance at 12/31/2021
Operating				
Cash on Hand	\$7,278,332	1,509,867	2,486,525	\$6,301,673
U.S. Government Securities	5,000,484	2,485,107	1,000,502	6,485,090
Total Invested Reserves	\$12,278,816	\$3,994,974	\$3,487,027	\$12,786,763

The average annual interest earned was 0.13%.

INVESTED OPERATING CASH

	Balance at 11/30/2021	Additions	Deductions	Balance at 12/31/2021
Operating				
Cash on Hand	\$5,000,678	1,123	1,591,376	\$3,410,425
U.S. Government Securities	0	1,590,900	-	1,590,900
Total Invested Reserves	\$5,000,678	\$1,592,023	\$1,591,376	\$5,001,325

The average annual interest earned was 0.13%.

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
YEAR TO DATE 2021**

PENSION FUND

	Balance 1/1/2021	Transfers, Expenses & Deposits	Benefit Payments	Investment Return	Balance at 12/31/2021	YTD % Return
<i>Fixed Income</i>						
Mellon Capital Mgmt - Bond Market Index	6,969,733	3,375,633	(3,632,227)	(129,222)	6,583,916	-2.00%
Neuberger Berman / Mellon / DDJ - High Yield I	2,434,418	(20,952)		118,953	2,532,418	4.88%
Principal Global Investors - Income	20,926,821	991,082	19,971	(397,012)	21,540,862	1.84%
<i>Large U.S. Equity</i>						
Principal Global Investors - Equity Income	6,706,117	(747,483)		1,422,412	7,381,045	22.35%
Principal Global Investors - Large Cap S&P 500 Index	4,049,150	(597,568)		1,077,132	4,528,714	28.34%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,696,765	(868,979)		1,394,516	7,222,302	22.09%
<i>Small/Mid U.S. Equity</i>						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	991,613	(91,941)		152,554	1,052,226	15.96%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	488,129	(110,585)		153,134	530,679	35.25%
AB / Brown / Emerald - Small Cap Growth I	494,522	(23,362)		35,534	506,694	7.37%
LA Capital Mgmt / Victory - Mid Cap Value I	979,917	(202,598)		289,841	1,067,160	32.62%
<i>International Equity</i>						
Causeway / Barrow Hanley - Overseas	2,666,330	(600,316)		286,603	2,352,617	11.21%
Principal Global Investors / DFA - International Small Cap	1,792,775	(873,519)		156,430	1,075,686	11.62%
Principal Global Investors - Diversified International	4,069,158	1,118,335		414,723	5,602,216	9.47%
Origin Asset Management LLP - Origin Emerging Markets	1,792,680	93,727		5,094	1,891,501	0.29%
Total Principal Financial	\$ 61,058,128	\$ 1,441,474	\$ (3,612,256)	\$ 4,980,692	\$ 63,868,038	8.35%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - **PRELIMINARY**
100% of Year Completed

	YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating						
Office of the CEO/General Manager	\$1,320,899	\$1,455,957	\$0	\$1,455,957	\$135,058	91%
Customer Service	\$4,318,568	\$4,798,359	\$0	\$4,798,359	\$479,791	90%
Engineering	\$2,022,779	\$2,260,408	\$0	\$2,260,408	\$237,629	89%
Finance	\$4,300,163	\$4,549,037	\$0	\$4,549,037	\$248,874	95%
Human Resources	\$732,345	\$750,326	\$0	\$750,326	\$17,981	98%
Information Technology	\$2,903,522	\$3,062,908	\$6,494	\$3,069,402	\$165,880	95%
Office of the Chief Operating Officer	\$2,971,474	\$3,259,666	\$0	\$3,259,666	\$288,192	91%
Water Distribution	\$8,577,414	\$8,996,648	\$0	\$8,996,648	\$419,234	95%
Water Production	\$20,378,680	\$21,605,590	\$40,000	\$21,645,590	\$1,266,910	94%
Total Operating	\$47,525,846	\$50,738,899	\$46,494	\$50,785,393	\$3,259,547	94%
Capital						
Office of the CEO/General Manager	\$0	\$0	\$0	\$0	\$0	No Budget
Customer Service	\$881,641	\$1,361,003	\$0	\$1,361,003	\$479,362	65%
Engineering	\$12,831,552	\$19,924,726	\$11,046,866	\$30,971,592	\$18,140,040	41%
Finance	\$0	\$0	\$0	\$0	\$0	No Budget
Human Resources	\$0	\$0	\$0	\$0	\$0	No Budget
Information Technology	\$240,115	\$280,463	\$0	\$280,463	\$40,348	86%
Office of the Chief Operating Officer	\$0	\$0	\$0	\$0	\$0	No Budget
Water Distribution	\$709,274	\$1,162,040	\$0	\$1,162,040	\$452,766	61%
Water Production	\$973,221	\$1,779,342	\$484,887	\$2,264,229	\$1,291,008	43%
Total Capital	\$15,635,802	\$24,507,575	\$11,531,753	\$36,039,327	\$20,403,525	43%
Total Project Costs	\$63,161,648	\$75,246,474	\$11,578,247	\$86,824,721	\$23,663,072	73%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Office of the CEO/General Manager

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
950-200	New Business, Community & Economic Dev	\$65,279	\$78,289	\$0	\$78,289	\$13,010	83%
996-001	CEO Department Administration	\$553,712	\$342,684	\$0	\$342,684	(\$211,028)	162%
996-030	Board Activities	\$253,130	\$603,538	\$0	\$603,538	\$350,408	42%
996-200	Business Strategies	\$214,661	\$225,840	\$0	\$225,840	\$11,179	95%
996-210	Project Management	\$126,828	\$50,276	\$0	\$50,276	(\$76,552)	252%
995-010	Public Policy - WS Advocate	\$107,289	\$155,330	\$0	\$155,330	\$48,041	69%
	Total Operating	\$1,320,899	\$1,455,957	\$0	\$1,455,957	\$135,058	91%
	OCEO Capital						
	Total Capital	\$0	\$0	\$0	\$0	\$0	\$0
	Total Office of CEO/General Manager	\$1,320,899	\$1,455,957	\$0	\$1,455,957	\$135,058	91%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Customer Service

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
950-001	Cust Svc Dept Administration	\$1,907,022	\$2,048,002	\$0	\$2,048,002	\$140,980	93%
950-100	Contact Center Operations	\$998,816	\$1,176,578	\$0	\$1,176,578	\$177,762	85%
950-300	Communications/PR	\$216,010	\$202,081	\$0	\$202,081	(\$13,929)	107%
950-600	Field Customer Service	\$1,196,721	\$1,371,698	\$0	\$1,371,698	\$174,977	87%
	Total Operating	\$4,318,568	\$4,798,359	\$0	\$4,798,359	\$479,791	90%
Capital							
955-060	Field Cust Svc Capital	\$878,446	\$1,361,003	\$0	\$1,361,003	\$482,557	65%
955-100	Contact Center Capital	\$368	\$0	\$0	\$0	(\$368)	No Budget
925-160	Radio Frequency Project	\$2,826	\$0	\$0	\$0	(\$2,826)	No Budget
	Total Capital	\$881,641	\$1,361,003	\$0	\$1,361,003	\$479,362	65%
Total Customer Service		\$5,200,209	\$6,159,362	\$0	\$6,159,362	\$959,153	84%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Engineering

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
940-001	Engineering Dept Administration	\$1,756,583	\$1,558,508	\$0	\$1,558,508	(\$198,075)	113%
940-010	Engineering Studies	\$266,196	\$701,900	\$0	\$701,900	\$435,704	38%
	Total Operating	\$2,022,779	\$2,260,408	\$0	\$2,260,408	\$237,629	89%
Capital							
945-010	Facility Management	\$1,123,972	\$3,106,382	\$1,506,270	\$4,612,652	\$3,488,680	24%
945-011	West Des Moines ASR	\$590	\$0	\$0	\$0	(\$590)	No Budget
945-080	WMR - Des Moines	\$4,260,539	\$5,575,711	\$1,768,000	\$7,343,711	\$3,083,172	58%
945-090	WMR - Polk County	\$211,783	\$3,263,490	\$900,000	\$4,163,490	\$3,951,707	5%
945-095	WMR - Windsor Heights	\$348,934	\$15,000	\$600,000	\$615,000	\$266,066	57%
945-100	WMR - Pleasant Hill	\$1,199,617	\$1,791,323	\$0	\$1,791,323	\$591,706	67%
945-180	Raw Water McMullen	\$435,808	\$745,373	\$703,040	\$1,448,413	\$1,012,605	30%
945-200	Development Plan Review & Inspection	\$362,929	\$364,007	(\$6,494)	\$357,513	(\$5,416)	102%
945-210	Core Network Feeder Mains	\$2,560	\$0	\$0	\$0	(\$2,560)	No Budget
945-220	Fleur Drive Treatment Plant	\$2,863,697	\$4,342,203	\$3,881,050	\$8,223,253	\$5,359,556	35%
945-225	McMullen Treatment Plant	\$0	\$0	\$0	\$0	\$0	No Budget
945-228	Saylorville Water Treatment Plant	\$346,072	\$658,657	\$215,000	\$873,657	\$527,585	40%
945-230	Remote Facilities - Pumping & Storage	\$68,384	\$0	\$50,000	\$50,000	(\$18,384)	137%
945-235	Joint NW Storage, PS and Feeder Mains	\$1,021,092	\$33,162	\$1,430,000	\$1,463,162	\$442,070	70%
945-245	Joint SW Storage, PS and Feeder Mains	\$537,571	\$29,418	\$0	\$29,418	(\$508,153)	1827%
945-250	Waukee-Xenia Feeder Main & Pump Station	\$48,004	\$0	\$0	\$0	(\$48,004)	No Budget
	Total Capital	\$12,831,552	\$19,924,726	\$11,046,866	\$30,971,592	\$18,140,040	41%
Total Engineering		\$14,854,331	\$22,185,134	\$11,046,866	\$33,232,000	\$18,377,669	45%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Finance

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
930-001	Finance Dept Administration	\$1,081,580	\$1,153,596	\$0	\$1,153,596	\$72,016	94%
930-010	Financial Services	\$1,989,533	\$2,097,598	\$0	\$2,097,598	\$108,065	95%
930-086	Other Accounting Expenses	\$3,655	\$0		\$0	(\$3,655)	No Budget
930-090	Purchasing	\$98,911	\$83,661	\$0	\$83,661	(\$15,250)	118%
950-410	A/R Management	\$825,292	\$887,746	\$0	\$887,746	\$62,454	93%
970-010	Central Stores	\$108,627	\$126,437	\$0	\$126,437	\$17,810	86%
970-500	GDMBG Operations and Maintenance	\$192,565	\$199,999	\$0	\$199,999	\$7,434	96%
	Total Operating	\$4,300,163	\$4,549,037	\$0	\$4,549,037	\$248,874	95%
Capital							
955-090	Pmt/Mail Processing Capital	\$0	\$0	\$0	\$0	\$0	No Budget
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Finance		\$4,300,163	\$4,549,037	\$0	\$4,549,037	\$248,874	95%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Human Resources

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
910-001	HR Dept Administration	\$291,824	\$274,771	\$0	\$274,771	(\$17,053)	106%
910-010	Employee Relations	\$217,399	\$237,733	\$0	\$237,733	\$20,334	91%
910-060	Employment	\$62,787	\$52,765	\$0	\$52,765	(\$10,022)	119%
910-110	Compensation/Benefits	\$133,138	\$126,168	\$0	\$126,168	(\$6,970)	106%
910-150	Employee Learning & Growth	\$27,197	\$58,889	\$0	\$58,889	\$31,692	46%
Total Operating		\$732,345	\$750,326	\$0	\$750,326	\$17,981	98%
Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$732,345	\$750,326	\$0	\$750,326	\$17,981	98%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Information Technology

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
920-001	IT Dept Administration	\$707,344	\$727,515	\$0	\$727,515	\$20,171	97%
920-160	Technical Services	\$212,067	\$277,674	\$0	\$277,674	\$65,607	76%
920-240	IT Development & Application Svcs	\$24,121	\$67,756	\$0	\$67,756	\$43,635	36%
920-250	IT Services	\$1,184,952	\$1,218,308	\$6,494	\$1,224,802	\$39,850	97%
920-350	System Services	\$775,039	\$771,655	\$0	\$771,655	(\$3,384)	100%
	Total Operating	\$2,903,522	\$3,062,908	\$6,494	\$3,069,402	\$165,880	95%
Capital							
925-010	Info Systems Capital	\$240,115	\$280,463	\$0	\$280,463	\$40,348	86%
	Total Capital	\$240,115	\$280,463	\$0	\$280,463	\$40,348	86%
Total Information Technology		\$3,143,637	\$3,343,371	\$6,494	\$3,349,865	\$206,228	94%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Office of the Chief Operating Officer

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
993-000	OCOO Dept Administration	\$70,000	\$51,859	\$0	\$51,859	(\$18,141)	135%
960-510	Risk & Incident Management	\$738,207	\$846,150	\$0	\$846,150	\$107,943	87%
910-240	Safety	\$176,631	\$250,570	\$0	\$250,570	\$73,939	70%
970-060	Grounds Maintenance	\$627,555	\$752,006	\$0	\$752,006	\$124,451	83%
	Department Operating	\$1,612,393	\$1,900,585	\$0	\$1,900,585	\$288,192	85%
960-511	Flood Response & Repairs	\$0	\$0	\$0	\$0	\$0	No Budget
970-060	Grounds Maintenance - PILOT	\$1,359,081	\$1,359,081	\$0	\$1,359,081	\$0	100%
	Total Operating	\$2,971,474	\$3,259,666	\$0	\$3,259,666	\$288,192	91%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Office of the COO		\$2,971,474	\$3,259,666	\$0	\$3,259,666	\$288,192	91%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Water Distribution

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
960-001	Water Dist Dept Administration	\$3,688,793	\$3,878,675	\$0	\$3,878,675	\$189,882	95%
960-010	Distribution Administration	\$125,327	\$109,662	\$0	\$109,662	(\$15,665)	114%
960-100	Dist System Maint/Repairs	\$2,965,679	\$2,881,596	\$0	\$2,881,596	(\$84,083)	103%
960-160	Water Distribution Support	\$477,919	\$540,292	\$0	\$540,292	\$62,373	88%
960-180	Leak Detection	\$717,025	\$679,311	\$0	\$679,311	(\$37,714)	106%
960-250	Distribution Billed Services	\$454,035	\$689,034	\$0	\$689,034	\$234,999	66%
960-500	Distribution Water Quality	\$148,638	\$218,078	\$0	\$218,078	\$69,440	68%
	Total Operating	\$8,577,414	\$8,996,648	\$0	\$8,996,648	\$419,234	95%
Capital							
965-010	Distribution System Improvements	\$693,094	\$1,134,340	\$0	\$1,134,340	\$441,246	61%
965-025	Dist Billed Services Capital	\$7,730	\$19,300	\$0	\$19,300	\$11,570	40%
965-200	Leak Detection Equipment	\$8,450	\$8,400	\$0	\$8,400	(\$50)	101%
	Total Capital	\$709,274	\$1,162,040	\$0	\$1,162,040	\$452,766	61%
Total Water Distribution		\$9,286,688	\$10,158,688	\$0	\$10,158,688	\$872,000	91%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended December 31, 2021 - PRELIMINARY
100% of Year Completed

Water Production

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
970-110	Facility Maintenance	\$598,152	\$579,077	\$0	\$579,077	(\$19,075)	103%
970-200	Vehicle Maintenance	\$965,024	\$1,031,156	\$0	\$1,031,156	\$66,132	94%
970-360	Communication Sys Maintenance	\$18,020	\$48,222	\$0	\$48,222	\$30,202	37%
970-450	HVAC Operations & Maintenance	\$132,531	\$136,347	\$0	\$136,347	\$3,816	97%
980-001	Water Production Dept Admin	\$3,896,257	\$3,837,608	\$0	\$3,837,608	(\$58,649)	102%
980-010	Water Production Operations	\$1,127,453	\$1,053,107	\$0	\$1,053,107	(\$74,346)	107%
980-020	Fleur Treatment Chem/Energy	\$5,774,908	\$5,771,359	\$0	\$5,771,359	(\$3,549)	100%
980-030	McMullen Treatment Chem/Energy	\$2,544,145	\$3,059,618	\$0	\$3,059,618	\$515,473	83%
980-040	Saylorville Treatment Chem/Energy	\$835,709	\$1,025,131	\$0	\$1,025,131	\$189,422	82%
980-200	Fleur Plant Maintenance	\$1,492,851	\$1,823,563	\$0	\$1,823,563	\$330,712	82%
980-250	McMullen Plant Maintenance	\$426,469	\$519,243	\$40,000	\$559,243	\$132,774	76%
980-300	Saylorville Plant Maintenance	\$420,259	\$519,067	\$0	\$519,067	\$98,808	81%
980-350	WP Maintenance Oversight	\$147,674	\$208,270	\$0	\$208,270	\$60,596	71%
980-410	Louise P. Moon Pumping & Maint.	\$480,896	\$512,756	\$0	\$512,756	\$31,860	94%
980-420	PC PS Maintenance	\$147,243	\$150,142	\$0	\$150,142	\$2,899	98%
980-430	DM Remote Storage & Pumping	\$621,911	\$631,990	\$0	\$631,990	\$10,079	98%
980-500	Routine Laboratory Monitoring	\$669,754	\$563,490	\$0	\$563,490	(\$106,264)	119%
980-530	Source Water Quality	\$79,423	\$135,444	\$0	\$135,444	\$56,021	59%
	Total Operating	\$20,378,680	\$21,605,590	\$40,000	\$21,645,590	\$1,266,910	94%
Capital							
985-010	Water Production Reinvestment	\$695,543	\$964,427	\$192,887	\$1,157,314	\$461,771	60%
975-010	Vehicle Capital	\$277,678	\$814,915	\$292,000	\$1,106,915	\$829,237	25%
	Total Capital	\$973,221	\$1,779,342	\$484,887	\$2,264,229	\$1,291,008	43%
Total Water Production		\$21,351,901	\$23,384,932	\$524,887	\$23,909,819	\$2,557,918	89%

Consent Agenda
Item 1-C

MONTHLY SCHEDULE FOR THE MONTH OF DECEMBER 2021

BANKERS TRUST OPERATING FUND	Investment Purchased	1,238,486.97
BANKERS TRUST OPERATING FUND	Investment Purchased	1,248,038.38
BANKERS TRUST EXCESS OPERATING CASH FUND	Investment Purchased	792,631.66
BANKERS TRUST EXCESS OPERATING CASH FUND	Investment Purchased	798,744.57
ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	6,771,767.85
EMPLOYEE PAYROLL	Bi Weekly Payrolls	<u>772,281.42</u>
TOTAL		<u><u>\$11,621,950.85</u></u>

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

Report ID: DWAPR002.sqr

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
1885	Treasurer State of Iowa	Iowa State Sales Tax Payable	\$81,754.00
1893	Treasurer State of Iowa	Iowa Water Excise Tax Payable	74,729.00
1898	Treasurer State of Iowa	Iowa Water Excise Tax Payable	124,165.00
121021	Des Moines Water Works Credit Union	Credit Union Payable	31,998.00
122221	Des Moines Water Works Credit Union	Credit Union Payable	31,848.00
123121	Discovery Benefits	Flex Spending - Reimbursements	4,134.84
134100	Treasurer State of Iowa	Iowa State Sales Tax Payable	62,195.00
211210	Principal Life Insurance	Deferred Compensation Payable	56,780.96
211222	Principal Life Insurance	Deferred Compensation Payable	56,614.52
237789	ADP, LLC	Purchased Services	9,200.34
257691	Master Single Payment Vendor	Refunds	43.54
257692	Master Single Payment Vendor	Refunds	145.34
257693	Master Single Payment Vendor	Refunds	67.79
257694	Master Single Payment Vendor	Refunds	134.63
257695	Master Single Payment Vendor	Refunds	151.79
257696	Master Single Payment Vendor	Refunds	122.22
257697	Master Single Payment Vendor	Refunds	149.04
257698	Master Single Payment Vendor	Refunds	266.66
257699	Voided Check		0.00
257700	Master Single Payment Vendor	Refunds	12.31
257701	Master Single Payment Vendor	Unclaimed Refunds	304.24
257702	Master Single Payment Vendor	Refunds	1,164.85
257703	Master Single Payment Vendor	Refunds	61.54
257704	Master Single Payment Vendor	Refunds	7.98
257705	Master Single Payment Vendor	Refunds	27.95
257706	Master Single Payment Vendor	Refunds	71.27
257707	Master Single Payment Vendor	Refunds	264.93
257708	Master Single Payment Vendor	Refunds	36.30
257709	Master Single Payment Vendor	Refunds	42.04
257710	Master Single Payment Vendor	Refunds	22.76
257711	Master Single Payment Vendor	Refunds	9.39
257712	Master Single Payment Vendor	Refunds	127.30
257713	Master Single Payment Vendor	Refunds	1,082.66
257714	Master Single Payment Vendor	Refunds	172.30
257715	Master Single Payment Vendor	Refunds	164.73
257716	Master Single Payment Vendor	Refunds	137.24
257717	Master Single Payment Vendor	Refunds	105.00
257718	Master Single Payment Vendor	Refunds	49.43
257719	Master Single Payment Vendor	Refunds	11.83
257720	Master Single Payment Vendor	Refunds	1,144.28
257721	Master Single Payment Vendor	Refunds	146.23
257722	Master Single Payment Vendor	Refunds	36.87
257723	Master Single Payment Vendor	Refunds	53.17
257724	Master Single Payment Vendor	Refunds	78.95
257725	Master Single Payment Vendor	Refunds	63.68
257726	Master Single Payment Vendor	Refunds	299.81
257727	Master Single Payment Vendor	Refunds	34.76
257728	Acme Tools	Park Materials	276.98
257729	Amazon Capital Services Inc	Materials & Supplies	273.29
257730	Bearing Headquarters Company	Inventory	928.42
257731	Beeline Blue	Printing & Copies	142.94
257732	Bentley Ridge Tree Farm	Materials & Supplies	1,192.00
257733	Blackburn Manufacturing Company	Inventory	427.76
257734	Bonnie's Barricades	Contractors	2,091.95
257735	Business Furniture Warehouse	Office Supplies	299.00
257736	Canon Financial Services INC	Printing & Copies	1,297.74
257737	Central States Group	Inventory	480.29

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

Report ID: DWAPR002.sqr

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257738	CenturyLink	Telephone Services	56.44
257739	City Supply Corporation	Materials & Supplies	85.03
257740	City of Des Moines	Contractors	105.00
257741	City of Des Moines	Purchased Services	1,000.00
257742	Construction & Aggregate Products, Inc.	Vehicle Maintenance Materials	1,001.55
257743	Core and Main	Inventory	786.44
257744	Cross Precision Measurement	Contractors	1,496.40
257745	Douglas K. Oscarson	Consultants	1,787.10
257746	Dultmeier Sales LLC	Inventory	131.63
257747	Dwyer Instruments, Inc.	Inventory	62.10
257748	Ed Clark	Office Supplies	52.42
257749	Electrical Engineering & Equipment Co.	Materials & Supplies	2,063.36
257750	Electronic Engineering Company	Purchased Services	1,374.00
257751	Environmental Express	Inventory	417.18
257752	Environmental Resource Assoc.	Materials & Supplies	1,376.20
257753	Factory Motor Parts Company	Vehicle Maintenance Materials	452.09
257754	Fastenal Company	Tools	749.17
257755	First Choice Coffee	Food & Beverages	111.31
257756	Fisher Scientific	Materials & Supplies	2,224.77
257757	General Fire & Safety Equipment	Purchased Services	45.50
257758	Grainger, Inc.	Inventory	2,358.05
257759	Home City Ice	Park Materials	165.00
257760	Hutcheson Engineering Products Inc.	Materials & Supplies	2,182.36
257761	IDEXX Laboratories, Inc.	Materials & Supplies	1,645.91
257762	IP Pathways, LLC	Data Processing Equipment	601.25
257763	Indelco Plastics	Inventory	104.59
257764	Ingersoll Rand	Inventory	186.84
257765	Iowa Public Radio	Advertising	1,254.40
257766	Iowa Rural Water Association	Training	690.00
257767	Jessica Barnett	Safety Boots	155.10
257768	Lawson Products, Inc.	Inventory	174.89
257769	LubeTech	Vehicle Maintenance Materials	682.60
257770	MSC Industrial Supply Company	Inventory	60.10
257771	McMaster-Carr Supply Company	Inventory	628.39
257772	Megan McDowell Photography	Consultants	909.09
257773	Menard's	Materials & Supplies	212.07
257774	Mesa Products	Inventory	99.81
257775	Midwest Office Technology, Inc.	Printing & Copies	1,625.16
257776	Midwest Wheel Companies	Vehicle Maintenance Materials	198.32
257777	Murphy Tractor & Equipment	Vehicle Maintenance Materials	133.91
257778	O'Reilly Auto Parts	Vehicle Maintenance Materials	32.31
257779	OPN Architects	Contractors	818.58
257780	Plumb Supply Company	Inventory	572.02
257781	Premier Safety	Inventory	827.82
257782	Ramco Innovations	Materials & Supplies	30.00
257783	Sensus Metering Systems	Maintenance Contracts	1,949.94
257784	Shane Scott	Materials & Supplies, Licenses and Certifications and Mileage	412.64
257785	Springer Pest Solutions DSM	Purchased Services	66.00
257786	Stetson Building Products	Inventory	571.10
257787	Steven Aikin	Safety Boots	106.24
257788	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	180.75
257789	Stivers	Vehicle Maintenance Materials	60.98
257790	Storey-Kenworthy Company	Office Supplies	927.16
257791	TPx Communications	Contractors	707.01
257792	Tension Envelope Corporation	Inventory	1,548.80
257793	The HR Specialist	Subscriptions	211.00
257794	The Shredder	Purchased Services	87.00

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257795	Thyssenkrupp Elevator Corporation	Purchased Services	897.17
257796	Transcat	Materials & Supplies	160.52
257797	U.S. Autoforce	Vehicle Maintenance Materials	632.12
257798	ULINE	Inventory	93.62
257799	UPS	Delivery/Freight	30.00
257800	USA Bluebook	Inventory	33.67
257801	United States Plastic Corporation	Inventory	168.73
257802	VWR International LLC	Inventory	1,067.04
257803	Van Meter Industrial, Inc.	Materials & Supplies	8.58
257804	Waste Management of Iowa Inc.	Purchased Services	584.74
257805	Waste Solutions of Iowa	Purchased Services	357.00
257806	West Des Moines Water Works	Sewer	56.53
257807	Aclara Technologies, LLC	Inventory	57,897.00
257808	Advanced Utility Systems Div N. Harris C	Prepaid Expense	122,363.49
257809	Agilent Technologies, Inc.	Maintenance Contracts	11,232.00
257810	Air Products	Inventory	7,037.19
257811	American Toppers/Line-X	Vehicle Maintenance Materials	2,600.00
257812	B & C Commercial Cleaning L.C.	Purchased Services	4,600.00
257813	Baker Group	Purchased Services	26,750.00
257814	Bankers Trust Company	Corporate Credit Card	4,370.40
257815	CTI Ready Mix	Concrete	4,060.50
257816	Chemtrade Chemicals US LLC	Inventory	15,208.60
257817	Cintas	Purchased Services	2,956.31
257818	City of Alleman	Alleman Payable	7,079.83
257819	City of Cumming	Billing Service Revenue	7,491.81
257820	City of Pleasant Hill	Billing Service Revenue	220,876.70
257821	City of Runnells	Billing Service Revenue	5,413.64
257822	City of Waukee	Refund of Bond Reserve	182,724.21
257823	City of Windsor Heights	Billing Service Revenue	64,903.36
257824	Cortrol Process Systems	Inventory	8,692.86
257825	Dixie Petro-Chem, Inc.	Inventory	8,130.24
257826	Dixon Engineering, Inc	Contractors	15,405.00
257827	Graybar Electric Company	Materials & Supplies	3,602.57
257828	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	28,253.06
257829	HomeServe USA	Billing Service Revenue	204,865.20
257830	I'll Do It	Contractors	5,220.00
257831	Innovyze	Materials & Supplies	4,250.00
257832	Iowa One Call	Purchased Services	3,839.30
257833	Johnstone Supply	Materials & Supplies	8,772.05
257834	Kemira Water Solutions, Inc	Inventory	6,166.51
257835	MW Media Consultants, LLC	Consultants	4,000.00
257836	Mail Services LLC	Postage	17,848.11
257837	Malloy Electric	Inventory	10,799.51
257838	Mid American Energy	Utilities - Electric & Natural Gas	2,770.82
257839	Mississippi Lime Company	Inventory	58,988.02
257840	Municipal Supply, Inc.	Inventory	6,310.40
257841	New Horizons Computer Learning Center	Training	5,000.00
257842	Polk County	Billing Service Revenue	60,933.46
257843	Polk County Treasurer	Billing Service Revenue	28,484.40
257844	Power Seal	Inventory	8,727.97
257845	Seiler Instrument - Geospatial	Maintenance Contracts	4,860.00
257846	Reppert Rigging & Hauling Co.	Contractors	155,000.00
257847	Softing Inc	Inventory	5,531.00
257848	Star Equipment, Ltd.	Vehicle Maintenance Materials	10,159.00
257849	Strauss Security Solutions	Purchased Services	11,043.09
257850	Synagro Central, LLC	Contractors	38,768.00
257851	Torgerson Excavating	Plumbing	13,942.59

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257852	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	44,979.11
257853	Voya Financial	Insurance Withholding	9,422.14
257854	Woodberry Associates, LLC	Consultants	15,000.00
257855	Woodland Lake Estate Association	Woodland Lakes Estates Payable	4,847.17
257856	Master Single Payment Vendor	Refunds	150.32
257857	Master Single Payment Vendor	Refunds	50.66
257858	Master Single Payment Vendor	Refunds	155.50
257859	Master Single Payment Vendor	Refunds	46.30
257860	Master Single Payment Vendor	Refunds	36.54
257861	Master Single Payment Vendor	Refunds	869.25
257862	Master Single Payment Vendor	Refunds	59.47
257863	Master Single Payment Vendor	Refunds	170.04
257864	Master Single Payment Vendor	Refunds	34.08
257865	Master Single Payment Vendor	Refunds	141.80
257866	Master Single Payment Vendor	Refunds	102.06
257867	Master Single Payment Vendor	Refunds	114.37
257868	Master Single Payment Vendor	Refunds	121.87
257869	Master Single Payment Vendor	Refunds	575.05
257870	Master Single Payment Vendor	Refunds	126.28
257871	Master Single Payment Vendor	Refunds	10.51
257872	Master Single Payment Vendor	Refunds	24.29
257873	Master Single Payment Vendor	Refunds	45.61
257874	Master Single Payment Vendor	Refunds	49.58
257875	Master Single Payment Vendor	Refunds	115.74
257876	Master Single Payment Vendor	Refunds	136.89
257877	Master Single Payment Vendor	Refunds	47.52
257878	Master Single Payment Vendor	Refunds	7.29
257879	Voided Check		0.00
257880	Master Single Payment Vendor	Refunds	47.09
257881	Master Single Payment Vendor	Refunds	41.63
257882	Master Single Payment Vendor	Refunds	1,281.77
257883	Master Single Payment Vendor	Refunds	38.04
257884	Master Single Payment Vendor	Refunds	6.47
257885	Master Single Payment Vendor	Refunds	1,292.03
257886	Master Single Payment Vendor	Refunds	151.74
257887	Master Single Payment Vendor	Refunds	49.53
257888	AFSCME	Union Dues Payable	70.42
257889	AFSCME Local 3861-3	Union Dues Payable	2,441.16
257890	AT&T Mobility	Cell Phones	94.06
257891	Acme Tools	Inventory	140.12
257892	Agriland FS, Inc	Materials & Supplies	20.24
257893	Ahlers, Cooney, PC	Legal Fees	914.50
257894	Airgas North Central	Vehicle Maintenance Materials	193.02
257895	All Makes Office Equip	Office Equipment	1,994.48
257896	Amazon Capital Services Inc	Materials & Supplies	599.89
257897	Baratta's	Food & Beverages	867.50
257898	Bentley Ridge Tree Farm	Materials & Supplies	288.00
257899	Blackburn Manufacturing Company	Inventory	426.24
257900	CDW	Materials & Supplies	220.00
257901	Carquest	Vehicle Maintenance Materials	119.72
257902	Central Iowa Ready Mix	Concrete	720.00
257903	Central State Scaffolding	Purchased Services	200.00
257904	CenturyLink	Telephone Services	227.30
257905	Charles Steele	Safety Boots	127.32
257906	Chuck Christensen	Consultants	624.00
257907	Cintas	Purchased Services	1,964.50
257908	City of Des Moines	Contractors	1,292.07

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257909	Clive Power Equipment	Purchased Services	109.96
257910	Combined Systems Technology, Inc.	Inventory	294.29
257911	Construction & Aggregate Products, Inc.	Materials & Supplies	67.25
257912	Core and Main	Inventory	1,213.70
257913	Denton Davis Brown PC	Legal Fees	950.00
257914	Dex Media	Advertising	68.00
257915	Donald Miller	Safety Glasses	375.00
257916	Douglas K. Oscarson	Consultants	1,787.10
257917	Eldridge Welding & Machine	Contractors	1,242.00
257918	Environmental Resource Assoc.	Materials & Supplies	245.00
257919	Fastenal Company	Inventory	11.31
257920	Ferrellgas, Inc.	Vehicle Maintenance Materials	98.45
257921	Fire Hose Direct	Inventory	468.60
257922	Force Fitters	Employee Job Costs	1,954.50
257923	George Lawrence	Mileage	124.21
257924	Graybar Electric Company	Inventory	227.04
257925	I'll Do It	Contractors	60.00
257926	IP Pathways, LLC	Data Processing Equipment	1,959.46
257927	Jennifer Terry	Conference, Materials & Supplies and Mileage	280.15
257928	John Scheepers	Park Materials	159.28
257929	Kent State Univesity Tuscarawas	Licenses & Certifications	1,270.00
257930	Lawson Products, Inc.	Inventory	142.70
257931	Liberty Tire Recycling Services Iowa	Purchased Services	845.90
257932	McMaster-Carr Supply Company	Inventory	248.11
257933	Metro Waste Authority	Purchased Services	51.43
257934	Michelle Cole	Materials & Supplies	164.50
257935	Mickinen Miller	Licenses & Certifications	65.50
257936	Midwest Wheel Companies	Vehicle Maintenance Materials	317.84
257937	Nite Owl Printing	Printing & Copies	2,309.50
257938	One Source	Purchased Services	108.00
257939	Ottsen Oil Company	Inventory	1,371.02
257940	Pat Bruner	Materials & Supplies	111.32
257941	Premier Safety	Inventory	76.16
257942	Principal Financial	Purchased Services	387.50
257943	Protex Central, Inc.	Purchased Services	411.46
257944	RBS Safety Training, LLC	Training	2,000.00
257945	Revenue Advantage	Purchased Services	950.00
257946	Skarshaug Testing Laboratory	Materials & Supplies	586.48
257947	Stanley Consultants	Consultants	475.00
257948	Steve Edwards	Safety Boots	182.47
257949	Thyssenkrupp Elevator Corporation	Purchased Services	590.00
257950	Tompkins Industries, Inc.	Vehicle Maintenance Materials	16.09
257951	Total Tool	Tools	418.62
257952	UPHDM Occupational Medicine	Purchased Services	141.00
257953	UPS	Delivery/Freight	16.34
257954	USA Bluebook	Inventory	465.23
257955	United Rentals	Purchased Services	789.60
257956	Utility Equipment Company	Inventory	318.44
257957	Van Meter Industrial, Inc.	Inventory	354.83
257958	Wakonda Country Club	Food & Beverages	953.43
257959	Warren Water District	Purchased Services	1,993.20
257960	Waste Management of Iowa Inc.	Purchased Services	1,122.95
257961	Waste Solutions of Iowa	Purchased Services	1,356.00
257962	Wex Bank	Gasoline	178.30
257963	Backflow Prevention Services of Iowa, In	Purchased Services	3,250.00
257964	Baker Group	Purchased Services	17,671.13
257965	Bankers Trust Company	Corporate Credit Card	5,398.76

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257966	C. H. McGuinness Company, Inc.	Contractors	11,625.00
257967	CTI Ready Mix	Concrete	3,342.50
257968	CarbPure	Inventory	26,226.20
257969	Dixie Petro-Chem, Inc.	Inventory	3,940.70
257970	Global Security Services	Purchased Services	18,130.56
257971	HDR Engineering	Contractors	59,751.70
257972	J & K Contracting LLC	Contractors	147,099.42
257973	J.R. Stelzer Co	Contractors	385,723.75
257974	Kemira Water Solutions, Inc	Inventory	6,150.02
257975	Mid American Energy	Utilities - Electric & Natural Gas	141,130.00
257976	Mississippi Lime Company	Inventory	25,737.60
257977	Municipal Supply, Inc.	Inventory	4,620.50
257978	Opex Corporation	Maintenance Contracts	3,045.00
257979	Reppert Rigging & Hauling Co.	Purchased Services	3,680.00
257980	State Steel	Vehicle Maintenance Materials	4,313.95
257981	Strauss Security Solutions	Purchased Services	5,548.05
257982	Synagro Central, LLC	Contractors	300,315.11
257983	Synergy Contracting LLC	Contractors	143,532.81
257984	Verizon Wireless Messaging Service	Cell Phones	4,841.47
257985	Waldinger Corporation	Contractors	54,251.08
257986	Master Single Payment Vendor	Refunds	79.51
257987	Master Single Payment Vendor	Refunds	111.72
257988	Master Single Payment Vendor	Refunds	32.49
257989	Master Single Payment Vendor	Refunds	61.40
257990	Master Single Payment Vendor	Refunds	102.76
257991	Master Single Payment Vendor	Refunds	99.68
257992	Master Single Payment Vendor	Refunds	78.48
257993	Master Single Payment Vendor	Refunds	194.77
257994	Master Single Payment Vendor	Refunds	192.69
257995	Master Single Payment Vendor	Refunds	90.99
257996	Master Single Payment Vendor	Refunds	141.61
257997	Master Single Payment Vendor	Refunds	75.85
257998	Master Single Payment Vendor	Refunds	723.01
257999	Master Single Payment Vendor	Refunds	81.56
258000	Master Single Payment Vendor	Refunds	145.74
258001	Master Single Payment Vendor	Refunds	7.70
258002	Master Single Payment Vendor	Refunds	1,598.88
258003	Master Single Payment Vendor	Refunds	124.62
258004	Master Single Payment Vendor	Refunds	42.04
258005	Master Single Payment Vendor	Refunds	15.00
258006	Master Single Payment Vendor	Refunds	671.36
258007	Master Single Payment Vendor	Refunds	155.11
258008	Master Single Payment Vendor	Refunds	60.24
258009	Master Single Payment Vendor	Refunds	29.78
258010	Master Single Payment Vendor	Refunds	13.00
258011	Master Single Payment Vendor	Refunds	121.55
258012	Master Single Payment Vendor	Refunds	83.94
258013	Master Single Payment Vendor	Refunds	145.31
258014	Master Single Payment Vendor	Refunds	85.37
258015	Master Single Payment Vendor	Refunds	187.95
258016	Master Single Payment Vendor	Refunds	94.61
258017	Master Single Payment Vendor	Refunds	120.58
258018	Master Single Payment Vendor	Refunds	9.69
258019	Master Single Payment Vendor	Refunds	139.98
258020	Master Single Payment Vendor	Refunds	115.11
258021	Master Single Payment Vendor	Refunds	26.63
258022	Master Single Payment Vendor	Refunds	105.88

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258023	Master Single Payment Vendor	Refunds	271.38
258024	Master Single Payment Vendor	Refunds	124.22
258025	Master Single Payment Vendor	Refunds	100.09
258026	Master Single Payment Vendor	Refunds	146.98
258027	Master Single Payment Vendor	Refunds	89.50
258028	Master Single Payment Vendor	Refunds	61.77
258029	Master Single Payment Vendor	Refunds	59.32
258030	Master Single Payment Vendor	Refunds	66.23
258031	Master Single Payment Vendor	Refunds	69.64
258032	Master Single Payment Vendor	Refunds	146.56
258033	Master Single Payment Vendor	Refunds	14.43
258034	Voided Check		0.00
258035	Master Single Payment Vendor	Refunds	78.85
258036	Master Single Payment Vendor	Refunds	46.67
258037	Master Single Payment Vendor	Refunds	114.03
258038	Master Single Payment Vendor	Refunds	662.58
258039	Master Single Payment Vendor	Refunds	1,664.63
258040	Master Single Payment Vendor	Refunds	98.20
258041	Master Single Payment Vendor	Refunds	44.28
258042	Master Single Payment Vendor	Refunds	13.01
258043	Master Single Payment Vendor	Refunds	136.12
258044	Master Single Payment Vendor	Refunds	186.87
258045	Master Single Payment Vendor	Refunds	240.10
258046	Master Single Payment Vendor	Refunds	145.59
258047	Master Single Payment Vendor	Refunds	36.51
258048	Master Single Payment Vendor	Refunds	137.91
258049	Master Single Payment Vendor	Refunds	165.22
258050	AGRILAND FS, INC	Inventory	380.25
258051	Acme Tools	Tools	1,007.55
258052	Action Electrical	Contractors	275.00
258053	Air Products	Inventory	1,941.38
258054	Airgas North Central	Tools	2,266.29
258055	Allied Electronics	Inventory	119.77
258056	Amazon Capital Services Inc	Materials & Supplies	406.62
258057	CONVERGEONE, INC	Purchased Services	1,640.94
258058	CPI International	Inventory	1,822.11
258059	Capital Sanitary Supply	Inventory	162.26
258060	Carquest	Vehicle Maintenance Materials	270.56
258061	Carrie Wolfe	Safety Boots	122.96
258062	Certified Power, Inc.	Vehicle Maintenance Materials	414.34
258063	Chaning Clausen	Safety Boots	245.00
258064	Cintas	Purchased Services	1,904.45
258065	City Supply Corporation	Inventory	667.72
258066	City of Des Moines	Concrete	158.75
258067	City of Des Moines	Contractors	1,215.00
258068	Colin Lenihan	Safety Glasses	375.00
258069	Commercial Supply Co	Inventory	295.00
258070	Construction & Aggregate Products, Inc.	Materials & Supplies	140.40
258071	Copy Systems, Inc.	Printing & Copies	129.97
258072	Copycat Prints	Contractors	337.76
258073	Douglas K. Oscarson	Consultants	1,787.10
258074	Earl's Tire & Service Center	Casualty Losses	439.95
258075	Electrical Engineering & Equipment Co.	Purchased Services	1,143.77
258076	Environmental Resource Assoc.	Materials & Supplies	575.00
258077	Fastenal Company	Inventory	37.00
258078	General Fire & Safety Equipment	Purchased Services	651.00
258079	Grainger, Inc.	Materials & Supplies	1,524.91

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258080	Graybar Electric Company	Inventory	738.01
258081	HY-VEE	Food & Beverages	489.96
258082	Hach Chemical Company	Inventory	346.41
258083	Hawkins Water Treatment Group	Inventory	429.00
258084	Image Solutions	Office Supplies	125.00
258085	Indelco Plastics	Inventory	87.43
258086	Ingersoll Rand	Inventory	65.83
258087	Iowa Rural Water Association	Training	345.00
258088	Jesse Fuller	Safety Boots	181.85
258089	Jethro's Southside	Food & Beverages	799.80
258090	Joe Jones, JR	Safety Glasses	120.00
258091	Jon DeJoode	Safety Clothing	200.00
258092	Larry's Window Service, Inc.	Purchased Services	110.00
258093	Lawson Products, Inc.	Inventory	219.34
258094	Logan Contractors Supply, Inc.	Inventory	1,224.16
258095	MSC Industrial Supply Company	Inventory	78.32
258096	Martin Marietta Aggregates	Materials & Supplies	921.54
258097	McMaster-Carr Supply Company	Inventory	1,528.26
258098	Menard's	Vehicle Maintenance Materials	157.00
258099	Merrill Axle & Wheel Service, Inc.	Purchased Services	125.00
258100	Mesa Products	Inventory	143.03
258101	Midwest Wheel Companies	Vehicle Maintenance Materials	1,304.36
258102	Murphy Tractor & Equipment	Purchased Services	1,604.26
258103	Napa Auto Parts	Vehicle Maintenance Materials	2,294.91
258104	Northern Tool and Equipment	Park Materials	209.99
258105	Master Single Payment Vendor	Refunds	109.40
258106	Panora Conservation Chapter	Food & Beverages	50.00
258107	Plumb Supply Company	Inventory	235.75
258108	Premier Safety	Inventory	660.17
258109	Servicemaster Commercial Carpet, Inc.	Purchased Services	880.00
258110	Sweco/Pearson Arnold	Inventory	865.98
258111	Team Services, Inc.	Contractors	503.30
258112	Telelanguage, Inc	Purchased Services	846.54
258113	Thyssenkrupp Elevator Corporation	Purchased Services	1,000.92
258114	Tierpoint	Consultants	1,211.50
258115	Todd Monson	Safety Boots	217.29
258116	Tom McKee	Casualty Losses	294.75
258117	Total Tool	Inventory	158.99
258118	Travis Heger	Safety Boots	197.94
258119	Truck Center Companies	Vehicle Maintenance Materials	46.63
258120	True North Controls	Inventory	139.00
258121	U.S. Autoforce	Materials & Supplies	759.28
258122	UPS	Delivery/Freight	197.67
258123	USA Bluebook	Inventory	254.88
258124	USA Safety Supply Corp	Inventory	83.56
258125	Van Meter Industrial, Inc.	Materials & Supplies	204.07
258126	Vander Haags, Inc.	Vehicle Maintenance Materials	360.00
258127	Verizon Connect NWF, Inc	Vehicle Maintenance Materials	1,748.00
258128	Xpedx	Inventory	48.00
258129	AssuredPartners Great Plains LLC	Prepaid Insurance	88,811.00
258130	Baker Group	Purchased Services	11,195.41
258131	Bearing Headquarters Company	Materials & Supplies	91,822.35
258132	Bonnie's Barricades	Contractors	3,077.10
258133	CTI Ready Mix	Concrete	2,717.00
258134	Chemtrade Chemicals US LLC	Inventory	15,785.20
258135	Combined Systems Technology, Inc.	Materials & Supplies	42,795.00
258136	Consolidated Water Solutions	Inventory	8,079.99

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258137	Control Tech	Materials & Supplies	3,347.39
258138	Core and Main	Inventory	8,000.00
258139	Control Process Systems	Inventory	4,395.63
258140	DXP	Materials & Supplies	6,393.78
258141	Dixie Petro-Chem, Inc.	Inventory	12,284.35
258142	Eurofins Abraxis LLC	Inventory	5,823.70
258143	Global Security Services	Purchased Services	17,631.43
258144	Great Bear Native Plants	Materials & Supplies	7,815.50
258145	Henkel Construction Company	Contractors	197,833.46
258146	I'll Do It	Contractors	3,133.00
258147	IP Pathways, LLC	Data Processing Equipment	9,500.00
258148	Jeffrey Watts	Casualty Losses	4,999.00
258149	Kemira Water Solutions, Inc	Inventory	6,158.27
258150	Mail Services LLC	Postage	10,701.14
258151	Mississippi Lime Company	Inventory	37,887.43
258152	Municipal Supply, Inc.	Materials & Supplies	2,925.25
258153	Neptune Technology Group Inc	Inventory	5,148.33
258154	Network Thermostat	Inventory	10,494.62
258155	Polk County Public Works Dept	Contractors	3,090.00
258156	Pratum, Inc	Purchased Services	7,050.00
258157	Principal Life Insurance	Pension Plan Contribution	370,789.00
258158	Renewable Energy Group	Inventory	18,829.54
258159	State Hygienic Laboratory	Purchased Services	4,180.50
258160	State Steel	Vehicle Maintenance Materials	4,573.80
258161	Torgerson Excavating	Plumbing	13,896.59
258162	Paul Hembd	Casualty Losses	209.69
258163	Master Single Payment Vendor	Refunds	70.98
258164	Master Single Payment Vendor	Refunds	121.68
258165	Master Single Payment Vendor	Refunds	101.20
258166	Master Single Payment Vendor	Refunds	200.91
258167	Master Single Payment Vendor	Refunds	78.56
258168	Master Single Payment Vendor	Refunds	79.08
258169	Master Single Payment Vendor	Refunds	58.66
258170	Master Single Payment Vendor	Refunds	29.00
258171	Master Single Payment Vendor	Refunds	161.90
258172	Master Single Payment Vendor	Refunds	145.36
258173	Master Single Payment Vendor	Refunds	8.50
258174	Master Single Payment Vendor	Refunds	43.02
258175	Master Single Payment Vendor	Refunds	1,601.10
258176	Master Single Payment Vendor	Refunds	85.74
258177	Master Single Payment Vendor	Refunds	117.53
258178	Master Single Payment Vendor	Refunds	39.97
258179	Master Single Payment Vendor	Refunds	1,695.51
258180	Master Single Payment Vendor	Refunds	101.25
258181	Master Single Payment Vendor	Refunds	198.27
258182	Master Single Payment Vendor	Refunds	10.23
258183	Master Single Payment Vendor	Refunds	5.49
258184	AFSCME	Union Dues Payable	70.42
258185	AFSCME Local 3861-3	Union Dues Payable	2,420.81
258186	Acme Tools	Inventory	861.27
258187	Air Products	Inventory	1,880.13
258188	Air-Mach Air Compressor &	Inventory	282.00
258189	Airgas North Central	Inventory	127.84
258190	Amazon Capital Services Inc	Materials & Supplies	697.58
258191	Blackburn Manufacturing Company	Inventory	427.56
258192	C. H. McGuinness Company, Inc.	Purchased Services	406.13
258193	CTI Ready Mix	Concrete	643.50

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258194	Canon Financial Services INC	Printing & Copies	1,175.70
258195	Capital Sanitary Supply	Inventory	157.80
258196	Charles Christianson	Safety Boots	79.99
258197	Cintas	Purchased Services	708.99
258198	City of Des Moines	Contractors	715.00
258199	Construction & Aggregate Products, Inc.	Materials & Supplies	134.00
258200	Consumer Energy	Electrical Power	318.00
258201	Data Source Media	Inventory	221.75
258202	Dultmeier Sales LLC	Inventory	381.60
258203	Voided Check		0.00
258204	Electrical Engineering & Equipment Co.	Inventory	136.71
258205	Environmental Resource Assoc.	Materials & Supplies	835.96
258206	Fastenal Company	Inventory	66.60
258207	Fisher Scientific	Inventory	213.85
258208	Garratt-Callahan Company	Purchased Services	500.00
258209	Gilcrest Jewett Lumber Company	Inventory	104.15
258210	Grainger, Inc.	Inventory	604.83
258211	Hach Chemical Company	Materials & Supplies	505.95
258212	I'll Do It	Contractors	302.00
258213	Jeff Ries	Safety Glasses	310.33
258214	John's Tree Service, Inc.	Contractors	600.00
258215	Johnstone Supply	Materials & Supplies	298.95
258216	Joshua Rathje	Safety Boots	181.85
258217	Lawson Products, Inc.	Inventory	37.56
258218	MSC Industrial Supply Company	Inventory	60.12
258219	McMaster-Carr Supply Company	Inventory	219.35
258220	Menard's	Materials & Supplies	657.91
258221	Murphy Tractor & Equipment	Vehicle Maintenance Materials	487.72
258222	Neptune Technology Group Inc	Inventory	1,923.72
258223	Northern Tool and Equipment	Park Materials	209.99
258224	O'Reilly Auto Parts	Vehicle Maintenance Materials	61.42
258225	Ottsen Oil Company	Inventory	187.47
258226	P & P Small Engines, Inc.	Materials & Supplies	130.97
258227	Plumb Supply Company	Inventory	106.06
258228	Postmaster	Postage	800.00
258229	Premier Safety	Inventory	1,369.28
258230	Products, Incorporated	Materials & Supplies	745.00
258231	Protex Central, Inc.	Training	375.00
258232	Radwell International	Materials & Supplies	287.84
258233	Ramco Innovations	Materials & Supplies	279.69
258234	SHERMCO INDUSTRIES	Contractors	1,581.00
258235	Semper Fi Fund	Charitable PR Deduction	128.00
258236	State Steel Supply Co.	Vehicle Maintenance Materials	1,635.00
258237	Subsurface Solutions	Materials & Supplies	456.00
258238	Tension Envelope Corporation	Inventory	1,786.20
258239	Tompkins Industries, Inc.	Inventory	845.00
258240	Torgerson Excavating	Plumbing	2,400.00
258241	Total Tool	Materials & Supplies	464.55
258242	ULINE	Inventory	115.36
258243	UPS	Delivery/Freight	9.74
258244	USA Bluebook	Inventory	1,040.70
258245	USA Safety Supply Corp	Inventory	509.84
258246	United States Plastic Corporation	Materials & Supplies	678.85
258247	United Way of Central Iowa	Charitable PR Deduction	120.00
258248	Van-Wall Group	Vehicle Maintenance Materials	115.28
258249	Wayne Dalton of Central Iowa	Purchased Services	1,173.00
258250	Aureon Communications	Telephone Services	3,983.78

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258251	Baker Group	Purchased Services	3,209.68
258252	DXP	Inventory	2,697.44
258253	Dickinson, Mackaman, Tyler, & Hagen, PC	Legal Fees	13,868.00
258254	Dixie Petro-Chem, Inc.	Inventory	9,434.41
258255	Graybar Electric Company	Materials & Supplies	2,533.92
258256	Hawkins Water Treatment Group	Inventory	4,627.20
258257	Hill Bros. Asphalt	Asphalt	29,700.00
258258	Hutcheson Engineering Products Inc.	Inventory	13,795.50
258259	J.R. Stelzer Co	Contractors	57,276.20
258260	Logan Contractors Supply, Inc.	Inventory	3,026.40
258261	Mail Services LLC	Postage	12,244.56
258262	Mid American Energy	Utilities - Electric & Natural Gas	31,230.87
258263	Mississippi Lime Company	Inventory	42,451.86
258264	Municipal Supply, Inc.	Inventory	3,640.45
258265	Pitney Bowes Inc.	Purchased Services	8,911.29
258266	Power Seal	Inventory	5,660.76
258267	Star Equipment, Ltd.	Vehicle Maintenance Materials	5,516.40
258268	Synagro Central, LLC	Contractors	130,086.69
258269	Valley Plumbing Company, Inc.	Contractors	4,816.30
258270	Voya Financial	Insurance Withholding	9,804.70
258271	Waldinger Corporation	Contractors	15,293.24
258272	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	24,143.30
258273	Master Single Payment Vendor	Refunds	168.00
258274	Master Single Payment Vendor	Refunds	79.10
258275	Master Single Payment Vendor	Refunds	215.00
258276	Master Single Payment Vendor	Refunds	80.51
258277	Master Single Payment Vendor	Refunds	69.99
258278	Master Single Payment Vendor	Refunds	150.23
258279	Master Single Payment Vendor	Refunds	669.39
258280	Master Single Payment Vendor	Refunds	1,736.31
258281	Master Single Payment Vendor	Refunds	45.55
258282	Master Single Payment Vendor	Refunds	71.55
258283	Master Single Payment Vendor	Refunds	31.10
258284	Master Single Payment Vendor	Refunds	18.21
258285	Master Single Payment Vendor	Refunds	137.44
258286	Master Single Payment Vendor	Refunds	54.62
258287	Master Single Payment Vendor	Refunds	67.38
258288	Master Single Payment Vendor	Refunds	76.83
258289	Master Single Payment Vendor	Refunds	198.17
258290	Master Single Payment Vendor	Refunds	216.59
258291	Master Single Payment Vendor	Refunds	42.82
258292	Master Single Payment Vendor	Refunds	40.35
258293	Master Single Payment Vendor	Refunds	72.00
258294	Master Single Payment Vendor	Refunds	73.87
258295	Master Single Payment Vendor	Refunds	109.18
258296	Master Single Payment Vendor	Refunds	94.39
258297	Master Single Payment Vendor	Refunds	1,522.56
258298	Master Single Payment Vendor	Refunds	1,441.66
258299	Master Single Payment Vendor	Refunds	1,900.00
258300	Acme Tools	Tools	580.65
258301	Amazon Capital Services Inc	Materials & Supplies	510.01
258302	AssuredPartners Great Plains LLC	Prepaid Insurance	793.00
258303	Bonnie's Barricades	Contractors	1,754.45
258304	Capital Sanitary Supply	Inventory	450.95
258305	Carquest	Vehicle Maintenance Materials	8.39
258306	Central State Scaffolding	Purchased Services	160.00
258307	CenturyLink	Telephone Services	115.72

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258308	Copy Systems, Inc.	Printing & Copies	29.62
258309	Copycat Prints	Contractors	331.36
258310	Corrosion Fluid Products	Inventory	1,058.48
258311	DXP	Materials & Supplies	23.10
258312	Electrical Engineering & Equipment Co.	Materials & Supplies	1,205.19
258313	Electronic Engineering Company	Purchased Services	1,374.00
258314	First Choice Coffee	Food & Beverages	547.47
258315	Fisher Scientific	Inventory	1,548.04
258316	Graybar Electric Company	Inventory	1,355.76
258317	IP Pathways, LLC	Data Processing Equipment	46.25
258318	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
258319	Indelco Plastics	Materials & Supplies	266.33
258320	Industrial Scientific Corporation	Dues and Memberships	2,315.03
258321	Interstate All Battery	Inventory	41.10
258322	Jeremy Swain	Safety Clothing	200.00
258323	Kirkham Michael	Contractors	402.50
258324	Lawson Products, Inc.	Inventory	13.20
258325	McMaster-Carr Supply Company	Inventory	104.24
258326	Menard's	Materials & Supplies	94.88
258327	Midland Plastics	Materials & Supplies	174.25
258328	Midwest Wheel Companies	Vehicle Maintenance Materials	32.84
258329	Ottson Oil Company	Inventory	1,815.48
258330	P & P Small Engines, Inc.	Materials & Supplies	66.76
258331	Plumb Supply Company	Inventory	305.06
258332	Premier Safety	Employee Job Costs	680.08
258333	Quest Engineering Inc	Inventory	337.29
258334	Radwell International	Materials & Supplies	450.00
258335	Robert Little	Licenses & Certifications	80.00
258336	Snap On Tool	Vehicle Maintenance Materials	91.75
258337	Star Equipment, Ltd.	Vehicle Maintenance Materials	79.17
258338	Steffen Truck Equipment Inc.	Vehicle Maintenance Materials	1,874.59
258339	Stetson Building Products	Inventory	440.88
258340	Stivers	Purchased Services	64.87
258341	Subsurface Solutions	Materials & Supplies	1,362.32
258342	TForce Freight	Delivery/Freight	301.98
258343	Tension Envelope Corporation	Inventory	2,223.75
258344	The Shredder	Purchased Services	87.00
258345	Tompkins Industries, Inc.	Vehicle Maintenance Materials	48.12
258346	Tony Moro Power Coat and Blasting	Materials & Supplies	760.20
258347	Total Tool	Materials & Supplies	710.82
258348	U.S. Autoforce	Materials & Supplies	650.78
258349	USA Bluebook	Inventory	252.71
258350	Van Meter Industrial, Inc.	Materials & Supplies	184.73
258351	Veenstra & Kimm, Inc.	Contractors	2,443.00
258352	Ziegler Inc.	Maintenance Contracts	564.67
258353	Ahlers, Cooney, PC	Legal Fees	3,654.62
258354	Air Products	Inventory	3,634.97
258355	Baker Group	Purchased Services	4,287.67
258356	CONVERGEONE, INC	Maintenance Contracts	3,175.00
258357	Carus Chemical	Inventory	17,740.56
258358	Cintas	Purchased Services	3,242.01
258359	Core and Main	Inventory	4,715.50
258360	Dixie Petro-Chem, Inc.	Inventory	3,989.09
258361	Douglas K. Oscarson	Consultants	3,518.70
258362	Grainger, Inc.	Inventory	2,877.01
258363	Iowa Department of Natural Resources	Licenses & Certifications	5,700.00
258364	Kemira Water Solutions, Inc	Inventory	12,387.99

PAYMENTS FOR DECEMBER, 2021

PeopleSoft Financials

Report ID: DWAPR002.sqr

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
258365	Mail Services LLC	Postage	8,840.56
258366	Mississippi Lime Company	Inventory	17,256.79
258367	Municipal Supply, Inc.	Inventory	20,864.90
258368	Nate Todd Construction	Contractors	4,800.00
258369	Neptune Technology Group Inc	Inventory	18,608.00
258370	Paessler AG	Maintenance Contracts	3,200.00
258371	Per Mar Security, Inc.	Purchased Services	2,884.72
258372	Raccoon Valley Contractors LLC	Contractors	289,499.96
258373	Stanley Consultants	Contractors	10,830.00
258374	Synergy Contracting LLC	Contractors	180,357.43
258375	Verizon Wireless Messaging Service	Cell Phones	6,416.06
963214	IPERS Collections	Pension Plan Contribution	208,921.65
120121	EBS	Employee Health Premiums	293,483.25
121021	Collection Services Center	Garnishment of Wages	2,062.35
121021	Treasurer State of Iowa	State Withholding Taxes Payable	28,050.56
121021	Internal Revenue Service	Withholding Taxes Payable	167,409.26
122221	Collection Services Center	Garnishment of Wages	2,023.83
122221	Treasurer State of Iowa	State Withholding Taxes Payable	26,162.62
122221	Internal Revenue Service	Withholding Taxes Payable	156,874.42
123121	EBS	Employee Health Premiums	22,714.53
123121	CBCS	Compensation Claims	26,733.58
TOTAL			<u>\$6,771,767.85</u>

CEO APPROVED EXPENDITURES GREATER THAN \$20,000
MONTHLY SCHEDULE FOR THE MONTH OF DEC 2021

Check #	Vendor	Description	Amount	Details
	none			

DES MOINES WATER WORKS
Board of Water Works Trustees



2201 George Flagg Parkway | Des Moines, Iowa 50321-1190 | (515) 283-8700 | www.dmwww.com

MEMORANDUM

DATE: January 18, 2022

TO: Ted Corrigan, CEO and General Manager

FROM: Amy Kahler, Chief Financial Officer

SUBJECT: Reserve Funds Investment Policy

The Investment Policy contained in Section 608 of the Board Policy Manual requires that the Board review the investment policy annually at the time of approving the depositories each year. The following is a brief summary of the policy attached:

- The Investment Policy will comply with Chapter 12B of the Code of Iowa.
- The primary objectives of the policy, in order of importance, are safety, liquidity, and return.
- Eligible investment instruments are:
 1. Interest-bearing accounts with banks in the State of Iowa
 2. Obligations of the U.S. government
 3. Certificates of Deposit at banks in the State of Iowa
 4. Repurchase agreements
- Operating fund investments must mature in no more than 397 days.
- Non-operating fund investments must mature in no more than 1,726 days.
- Board authorizes the staff to use its best judgment in the selection of securities within these guidelines.
- Staff will report monthly to the Board on the status of all reserve funds.

Attachment: Des Moines Water Works Investment Policy

608 Investment Policy.

608.1 Scope of Investment Policy.

608.1.1 The Investment Policy of the Board of Trustees of the City of Des Moines, Iowa ("Board") shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of Board of Trustees. Each investment made pursuant to this Investment Policy must be authorized by applicable law and this written Investment Policy.

608.1.2 The investment of bond funds or sinking funds shall comply not only with this Investment Policy, but also be consistent with any applicable bond resolution.

608.1.3 This Investment Policy is intended to comply with Code of Iowa, Chapter 12B.

608.1.4 Upon passage and upon future amendment, if any, copies of this Investment Policy shall be delivered to all of the following:

608.1.4.1 Board of Trustees.

608.1.4.2 All depository institutions or fiduciaries for public funds of Board of Trustees.

608.1.4.3 The auditor engaged to audit any fund of Board of Trustees.

608.1.5 In addition, a copy of this Investment Policy shall be delivered to every fiduciary or third party assisting with or facilitating investment of the funds of Board of Trustees.

608.2 Delegation of Authority.

608.2.1 In accordance with Code of Iowa, Section 12B.10(1), the responsibility for conducting investment transactions resides with the Treasurer. Only the Treasurer and those authorized by resolution may invest public funds and a copy of any empowering resolution shall be attached to this Investment Policy. All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds, or acting in a fiduciary capacity for Board of Trustees shall require the outside person to notify in writing Board of Trustees within thirty (30) days of receipt of all

communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to Board of Trustees by the outside person.

608.2.2 The records of investment transactions made by or on behalf of Board of Trustees are public records and are the property of Board of Trustees whether in the custody of Board of Trustees or in the custody of a fiduciary or other third party.

608.2.3 The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent losses of public funds, to document those officers and employees of Board of Trustees responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for this public body:

608.2.3.1 Investing public funds.

608.2.3.2 Advising on the investment of public funds.

608.2.3.3 Directing the deposit or investment of public funds.

608.2.3.4 Acting in a fiduciary capacity for this public body.

608.2.4 A bank, savings and loan association or credit union providing only depository services shall not be required to provide an audited financial statement and related report on internal control structure.

608.3 Objectives of Investment Policy. The primary objectives, in order of priority, of all investment activities involving the financial assets of Board of Trustees, shall be the following:

608.3.1 Safety: Safety and preservation of principal in the overall portfolio is the foremost investment objective.

608.3.2 Liquidity: Maintaining the necessary liquidity to match expected liabilities is the second investment objective.

608.3.3 Return: Obtaining a reasonable return is the third investment objective.

608.4 Prudence. The Treasurer, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the 608.3 investment objectives. This standard requires that when making investment decisions, the Director of Finance/Treasurer shall consider the role that the investment or deposit plays within the portfolio of assets of Board of Trustees and the investment objectives stated in 608.3.

608.5 Instruments Eligible for Investment. Funds of Board of Trustees may be invested in the following:

608.5.1 Interest-bearing savings accounts, interest-bearing money market accounts, and interest-bearing checking accounts at any bank in the State of Iowa. Each bank must collateralize public funds in excess of the amount federally insured in accordance with Code of Iowa, Chapter 12C. Each financial institution shall be properly declared as a depository by the Board of Trustees. Deposits in any financial institution shall not exceed the amount approved by the Board of Trustees.

608.5.2 Obligations of the United States government, its agencies and instrumentalities.

608.5.3 Certificates of deposit and other evidences of deposit at federally insured Iowa depository institutions approved and secured pursuant to Code of Iowa, Chapter 12C.

608.5.4 Repurchase agreements, provided that the underlying collateral consists of obligations of the United States government, its agencies and instrumentalities and Board of Trustees takes delivery of collateral either directly or through an authorized custodian.

608.5.5 All instruments eligible for investment are further qualified by all other provisions of this Investment Policy, including 608.7 Investment Maturity Limitations and 608.8 Diversification Requirements.

608.6 Prohibited Investments and Investment Practices.

608.6.1 Funds of Board of Trustees shall not be invested in the following:

608.6.1.1 Reverse repurchase agreements.

608.6.1.2 Futures and options contracts.

- 608.6.2 Funds of Board of Trustees shall not be invested pursuant to the following investment practices:
- 608.6.2.1 Trading of securities for speculation of the realization of short-term trading gains.
 - 608.6.2.2 Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
 - 608.6.2.3 If a fiduciary or other third party with custody of public investment transaction records of Board of Trustees fails to produce requested records when requested by this public body within a reasonable time, Board of Trustees shall make no new investments with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

608.7 Investment Maturity Limitations.

- 608.7.1 Operating funds must be identified and distinguished from all other funds available for investment. Operating funds are defined as those funds, which are reasonably expected to be expended during a current budget year or within fifteen (15) months of receipt.
- 608.7.2 All investments authorized in 608.5 are further subject to the following investment maturity limitations:
- 608.7.2.1 Operating funds may only be invested in instruments authorized in 608.5 of this Investment Policy that mature within three hundred ninety-seven (397) days.
 - 608.7.2.2 The Director of Finance/Treasurer may invest funds of Board of Trustees that are not identified as operating funds in investments with maturities longer than three hundred ninety-seven (397) days, but less than one thousand seven hundred twenty-six (1,726) days. However, all investments of Board of Trustees shall have maturities that are consistent with the needs and use of Board of Trustees.

608.8 Diversification. Investments of Board of Trustees are subject to the following diversification requirements should Board of Trustees hereafter determine to invest in them:

608.8.1 Where possible, it is the policy of Board of Trustees to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. In establishing specific diversification strategies, the following general policies and constraints shall apply:

608.8.1.1 Portfolio maturities shall be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities shall be selected which provide stability of income and reasonable liquidity.

608.8.1.2 Liquidity practices to ensure that the next disbursement date and payroll date are covered through maturity investments, marketable U.S. Treasury bills or cash on hand shall be used at all times.

608.8.1.3 Risks of market price volatility shall be controlled through maturity diversification so that aggregate price losses on instruments with maturities approaching one year shall not be greater than coupon interest and investment income received from the balance of the portfolio.

608.9 Safekeeping and Custody.

608.9.1 All invested assets of Board of Trustees involving the use of a public funds custodial agreement, as defined in Code of Iowa, Section 12B.10, shall comply with all rules adopted pursuant to Section 12B.10C. All custodial agreements shall be in writing and shall contain a provision that all custodial services be provided in accordance with the laws of the State of Iowa.

608.9.2 All invested assets of Board of Trustees eligible for physical delivery shall be secured by having them held at a third-party custodian. All purchased investments shall be held pursuant to a written third-party custodial agreement requiring delivery versus payment and compliance with all rules set out elsewhere in 608.9 of this Investment Policy.

608.10 Ethics and Conflict of Interest. The Director of Finance/Treasurer and all officers and employees of Board of Trustees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

608.11 Reporting. The Director of Finance/Treasurer shall submit monthly an investment report that summarizes recent market conditions and investment strategies employed since the last investment report. The investment report shall set out the current portfolio in terms of maturity, rates of return and other features and summarize all investment transactions that have occurred during the reporting period and compare the investment results with the budgetary expectations.

608.12 Investment Policy Evaluation.

608.12.1 At the regular January Board meeting, the Board of Trustees shall evaluate existing guidelines for the investment of funds. The Board of Trustees shall determine the types of securities to be invested in, and the maturities expected. Any changes to the fund investment guidelines shall be made by Resolution, which shall be entered in the official minutes of the Board.

608.13 Glossary of Terms.

- 608.13.1 Agency: securities issued by government-sponsored corporations such as Federal Home Loan Banks or Federal Land Banks. Agency securities are exempt from Securities and Exchange Commission (SEC) registration requirements.
- 608.13.2 Agent: individual authorized by another person, called the principal, to act in the latter's behalf in transactions involving a third party.
- 608.13.3 Banker's Acceptance: time draft drawn on and accepted by a bank, the customary means of effecting payment for merchandise sold in import-export transactions and a source of financing used extensively in international trade.
- 608.13.4 Commercial Paper: short-term obligations with maturities ranging from 2 to 270 days issued by banks, corporations, and other borrowers to investors with temporarily idle cash. Such instruments are unsecured and usually discounted, although some are interest bearing.
- 608.13.5 Delivery Versus Payment (DVP): securities industry procedure, common with institutional accounts, whereby delivery of securities sold is made to the buying customer's bank in exchange for payment, usually in the form of cash.
- 608.13.6 Fiduciary: person, company or association holding assets in trust of a beneficiary.

- 608.13.7 Futures Contract: agreement to buy or sell a specific amount of a commodity or financial instrument at a particular price on a stipulated future date.
- 608.13.8 Open-End Management Company: investment company that sells mutual funds to the public. The term arises from the fact that the firm continually creates new shares on demand. Mutual fund shareholders buy the shares at net asset value and can redeem them at any time at the prevailing market price, which may be higher or lower than the price at which the investor bought.
- 608.13.9 Option: right to buy or sell property that is granted in exchange for an agreed-upon sum. If the right is not exercised after a specific period, the option expires and the option buyer forfeits the money.
- 608.13.10 Portfolio: combined holding of more than one stock, bond, commodity, real estate investment, cash equivalent, or other asset by an individual or institutional investor.
- 608.13.11 Repurchase Agreement: agreement between a seller and a buyer, usually of U.S. Government securities, whereby the seller agrees to repurchase the securities at an agreed-upon price, and, usually, at a stated time.
- 608.13.12 Safekeeping: storage and protection of a customer's financial assets, valuables, or documents, provided as a service by an institution serving as agent and, where control is delegated by the customer, also as custodian.
- 608.13.13 Speculation: assumption of risk in anticipation of gain but recognizing a higher than average possibility of loss.

DES MOINES WATER WORKS

Board of Water Works Trustees



2201 George Flagg Parkway | Des Moines, Iowa 50321-1190 | (515) 283-8700 | www.dmww.com

MEMORANDUM

DATE: January 18, 2022

TO: Ted Corrigan, CEO and General Manager

FROM: Amy Kahler, Chief Financial Officer

SUBJECT: Depositories for Des Moines Water Works Funds

Chapter 12C, Code of Iowa, requires a board resolution listing approved depositories and maximum amounts approved each year. The attached list is staff's recommendation of financial institutions and amounts for 2022.

At one time, the State of Iowa maintained a listing of banks approved to accept deposits of public funds. They discontinued this practice a number of years ago and now any bank may accept public funds as long as they collateralize them according to law. Our list of approved depositories includes institutions in addition to our primary bank, Bankers Trust. This would allow us to change or expand our banking relationship(s) should the need or desire arise. One of our requirements for a bank is that they have a downtown or south side branch easily accessible from our location. The banks on the approved depository list are metro area banks who meet this criterion.

Investments of reserve funds that are invested in securities are not covered by this requirement as they are not direct obligations of the bank. Government backed securities are book entry at the Federal Reserve and are not literally held at the bank. We do, however, need to allow for the maturing of investments from time to time, as proceeds are deposited in our bank accounts by the bank's investment department and reside there until further investment orders are placed. Additionally, over the last couple of years, Banker's Trust Wealth Advisors have advised staff to maintain cash balances in money market funds in favor of investing balances in eligible investments with historical low returns. These slowed economic conditions have caused the utility's cash balances to increase on a temporary basis until yields increase.

Attachment

Chapter 12C, Code of Iowa - Deposit of Public Funds

12C.2 Approval — requirements.

The approval of a financial institution as a depository of public funds for a public body shall be by written resolution or order that shall be entered of record in the minutes of the approving board, and that shall distinctly name each depository approved, and specify the maximum amount that may be kept on deposit in each depository.

Recommended depositories and amounts for 2022:

Bankers Trust Company	\$25,000,000
Bank of America	25,000,000
Bank of the West	25,000,000
Iowa State Bank	25,000,000
US Bank	25,000,000
Wells Fargo Bank Iowa	25,000,000
West Bank	25,000,000

AGENDA ITEM FORM

SUBJECT: Award Norwalk Highway G14 Meter Vault

SUMMARY:

- In December 2021, the Board of Water Works Trustees authorized staff to solicit bids for the Norwalk Highway G14 Meter Vault project. The Public Hearing was established as the date of the January 2022 Board meeting.
- Work on the Norwalk Highway G14 Meter Vault will call for the installation of a meter vault equipped with metering equipment and appurtenances to complete connections to the City of Norwalk's 16-inch feeder main. This work is the final component of the Norwalk Water Utility Improvements.
- Plans, specifications, and contract documents were taken out by several prospective bidders. Four (4) bids were submitted on January 17, 2022.

BIDDER	BASE BID
Rognes Corp.	\$536,000
C.L. Carroll Co., Inc.	\$571,000
OnTrack Construction, LLC	\$595,000
Synergy Contracting, LLC	\$675,685

- The engineer's estimate for this contract was \$570,000.
- Staff recommends the Board award a contract to Rognes Corp. for this project in the amount of \$536,000. Rognes Corp. has successfully completed projects for Des Moines Water Works in the past.

FISCAL IMPACT:

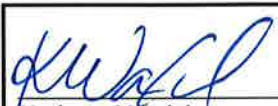
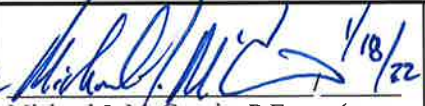
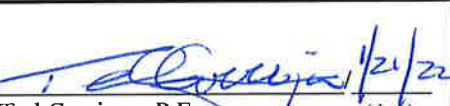
Funds for this project will come from the Joint Southwest Storage, Pumping, and Feeder Mains. The City of Norwalk will reimburse Des Moines Water Works for 100% of all design and construction costs of these facilities.

RECOMMENDED ACTION:

Award the Norwalk Highway G14 Meter Vault Contract to Rognes Corp. in the amount of \$536,000 and authorize the Chairperson and CEO and General Manager to execute the contract.

BOARD REQUIRED ACTION:

- Public Hearing -- Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Finding that no facility of the kind to be constructed is available for rent or sharing from another agency.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the Norwalk Highway G14 Meter Vault Contract to Rognes Corp. in the amount of \$536,000 and authorize the Chairperson and CEO and General Manager to execute the contract.

 Katie G. Vandal Staff Engineer (date) 1/18/22	 Michael J. McCurnin, P.E. Director of Engineering Services (date) 1/18/22	 Ted Corrigan, P.E. CEO and General Manager (date) 1/21/22
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Section 28E.18 Finding

To: The Board of Water Works Trustees
of the City of Des Moines, Iowa


Project: Norwalk Highway G14 Meter Vault ("Project")

As a result of ongoing contacts with area water agencies, I am familiar with the facilities that exist for water service in the Central Iowa area, including the area of the Project.

The development of the Project takes into account regional planning of water infrastructure needs and is fully consistent with that planning. As a result, the Project reflects appropriate coordination of existing infrastructure utilization among area water utilities.

There are no suitable facilities available for rent or sharing in lieu of the Project.

Dated: January 18, 2022



Michael J. McCurnin, P.E.

AGENDA ITEM FORM

SUBJECT: Award Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract

SUMMARY:

- At its November 2021 meeting, the Board of Water Works Trustees authorized staff to solicit bids for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 project. The Public Hearing was established as the date of the January 2022 Board meeting.
- An engineering study conducted in 2014 showed the existing stormwater collection system at the Fleur Drive Operations Center was deficient in its capacity to evacuate stormwater runoff produced by a storm with a recurrence interval of less than one year. Stormwater collection systems, under ideal conditions, are often designed to accommodate storm events with a recurrence interval of up to 50 or 100 years.
- In 2016, work was completed on the Fleur Drive Operations Center Stormwater System Improvements – Phase 1 Contract. The Phase 1 Contract included replacement of sections of 15-inch and 20-inch diameter stormwater pipes with 24-inch, 30-inch, and 42-inch diameter pipes.
- This contract, Fleur Drive Operations Center Stormwater System Improvements – Phase 2, will construct a new stormwater pump station with a capacity for storm events with a recurrence interval of five years.
- The engineer's estimate for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract was \$1,110,000.
- Four bids were submitted on January 18, 2022. Only three of the bids were opened, however, due to irregularities with the bid bond for one of the bidders. Following is the summary of the bids received:

<u>Bidder</u>	<u>Bid</u>
WRH, Inc.	\$1,179,900.00
On Track Construction, LLC	\$1,349,500.00
Rognes Corp.	\$2,266,000.00
Shank Construction, Inc.	Bid Not Opened

- The low bid, in the amount of \$1,179,900, was submitted by WRH, Inc., from Amana, Iowa.
- WRH, Inc., is a general contractor that specializes in construction of water treatment facilities, wastewater treatment facilities, and flood mitigation projects. Much of the work is performed by staff employed by WRH Inc.
- Veenstra & Kimm, Inc., is currently managing four active construction projects with WRH Inc., as the general contractor. These projects include a \$13M wastewater treatment facility for the City of Grinnell, IA, a wastewater treatment facility for Mount Vernon, IA, a water treatment plant for Marion, IA, and an ultra-violet disinfection addition at Conrad, IA. Veenstra & Kimm considers WRH, Inc., a good contractor and believes their experience aligns with what is needed for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 project.

FISCAL IMPACT:



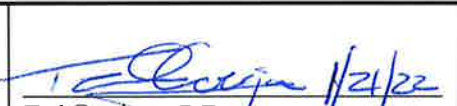
Funds for this project will come from 2021 Facility Management Budget.

RECOMMENDED ACTION:

Award the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract to WRH, Inc., in the amount of \$1,179,900 and authorize the Chairperson and the CEO and General Manager to execute the contract.

BOARD REQUIRED ACTION:

- Public Hearing – Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract to WRH, Inc., in the amount of \$1,179,900 and authorize the Chairperson and the CEO and General Manager to execute the contract.

 Vern Rash, P.E., L.S. Project Manager	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
01/18/22 (date)	1/18/22 (date)	1/21/22 (date)

Attachments: None



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. III-C
Meeting Date: January 25, 2022
Chairperson's Signature ☒ Yes ☐ No

AGENDA ITEM FORM

SUBJECT: Easement for Water Main in City of Des Moines Observatory Road Reconstruction Project

SUMMARY:

- An easement is required across real estate owned by the City of Des Moines to accommodate the relocation of the existing fire hydrant connected to the DMWW 30-inch diameter feeder main for a city paving project that includes the parking lot where the fire hydrant is currently located.
- The City of Des Moines and Des Moines Water Works have reached agreement on the terms and conditions of the easement that will be granted to Des Moines Water Works.
- The City of Des Moines has executed the easement document.
- Staff and legal counsel have been involved with developing the terms and conditions of the easement and have no objections to those terms and conditions.
- Staff recommends the Board authorize the Chairperson to execute the document, Permanent Easement for Water Main Right-of-Way, granting an easement to Des Moines Water Works for relocation of the fire hydrant connected to the 30-inch feeder main located within Observatory Road.

FISCAL IMPACT:




No fiscal impact associated with this item.

RECOMMENDED ACTION:

Authorize the Chairperson to execute the document, Permanent Easement for Water Main Right-of-Way, granting an easement to the Des Moines Water Works for a water main in the City of Des Moines' Observatory Road Reconstruction project.

BOARD REQUIRED ACTION:

Motion to authorize the Chairperson to execute the document, Permanent Easement for Water Main Right-of-Way, granting an easement to the Des Moines Water Works for a water main in the City of Des Moines' Observatory Road Reconstruction project.

 Carla J. Schumacher, P.E. (date) <u>1/18/22</u> Project Manager	 Michael J. McCurnin, P.E. (date) <u>1/18/22</u> Director of Engineering Services	 Ted Corrigan, P.E. (date) <u>1/21/22</u> CEO and General Manager
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Attachments: Permanent Easement for Water Main Right-of-Way with Exhibit

Prepared by: Joe Ekdahl, City of Des Moines, 400 Robert D. Ray Drive, Des Moines, IA 50309-1891, (515) 283-4548
Return to: Real Estate Division, City of Des Moines, 400 Robert D. Ray Drive, Des Moines, IA 50309-1891

Project: Observatory Road Reconstruction West of Polk Boulevard to Parking Lot
Location: 4908 University Avenue, Des Moines, IA 50311

Activity ID: 062018011
Parcel No.: 002

PERMANENT EASEMENT FOR WATER MAIN RIGHT-OF-WAY

KNOW ALL PERSONS BY THESE PRESENTS:

That City of Des Moines (hereinafter called "Grantor") in consideration of the sum of One Dollar (\$1.00), receipt of which is hereby acknowledged, does hereby convey unto the City of Des Moines, Iowa, for the use and benefit of the Board of Water Works Trustees of the City of Des Moines, Iowa, a Permanent Easement for Water Main Right-of-Way, under, over, through, and across the following described real estate:

STRIP OF GROUND 20.00 FEET IN WIDTH OVER AND ACROSS THE NORTHWEST FRACTIONAL QUARTER, SECTION 1, TOWNSHIP 78 NORTH, RANGE 25 WEST OF THE 5TH P.M. AND CENTERED ON THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING 3 FEET EAST OF THE CENTER LINE OF SAID SECTION 1 AND 35 FEET SOUTH OF THE NORTH LINE OF LOT 21 OF THE OFFICIAL REPLAT OF THE OFFICIAL PLAT OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 78, RANGE 25 WEST OF THE 5TH P.M., AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA; THENCE SOUTH 86°(DEGREES) 15'(MINUTES) 00"(SECONDS) WEST ALONG THE LOCATED CENTERLINE OF AN EXISTING FEEDER MAIN THROUGH PARK PROPERTY, 92.00 FEET; THENCE SOUTH 0°11'40" WEST ALONG A LINE BEING PARALLEL WITH SAID CENTERLINE OF SECTION 1, A DISTANCE OF 15.04 FEET TO A POINT ON THE SOUTH LINE OF AN EXISTING 30.00 FOOT WIDE FEEDER MAIN EASEMENT AS RECORDED IN THE RESOLUTION ADOPTED BY THE CITY OF DES MOINES, IOWA, UNDER ROLL CALL NUMBER 1955-3437 TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 0°11'40" WEST, 36.54 FEET TO THE POINT OF TERMINUS.

EASEMENT CONTAINING 731 SQUARE FEET.

Which property is also described and depicted on the plat attached hereto as Exhibit "PE-2"

(hereinafter called "Easement Area") for the purpose of the Water Works reconstructing, repairing, enlarging, and maintaining a water main, together with necessary appurtenances thereto.

This easement shall be subject to the following terms and conditions:

1. Permanent Erection of Structures and Paving Prohibited. Grantors shall not erect any structure over or within the Permanent Easement area without obtaining the prior written consent of the Board of Water Works Trustees of the City of Des Moines, Iowa ("Des Moines Water Works"), except that trees, other plantings, and signage shall be allowed to be placed in the Easement Area by Grantor within seven (7) feet of the water main pipe.

2. Change of Grade and Conflicting Easements Prohibited. Grantors shall not change the grade, elevation, or contour of any part of the Permanent Easement Area without prior written consent of the Des Moines Water Works. Grantors shall not grant or convey easements to other individuals or entities, both above and below ground, under, over, through and across the Permanent Easement Area without obtaining the prior written consent of the Des Moines Water Works.

3. Right of Access. Des Moines Water Works shall have the right of access to the Permanent Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Permanent Easement Area as herein described, including but not limited to the right to remove any unauthorized obstructions or structures placed or erected on the Permanent Easement Area. The specific centerline of the water line shall be marked on the Permanent Easement Area prior to construction, which centerline location shall be subject to the written approval of the Des Moines Park and Recreation Director. Water Works shall provide notice to the Des Moines Park and Recreation Department Director of any work within Waveland Golf Course or removal of obstructions or structures or for major improvements to water facilities in easement area, excluding routine maintenance and emergency repairs. Des Moines Water Works shall take all reasonable efforts to protect trees and plantings within the Permanent Easement Area and within Waveland Golf Course that could foreseeably be impacted by use of this Easement, including, without limitation, fencing around trees and no debris/dirt shall be placed near trees or on plantings.

4. Indemnification. Des Moines Water Works shall indemnify and hold harmless Grantor from any and all claims, causes of action, and damages including, but not limited to legal fees, arising in any way out of Des Moines Water Works exercise of rights granted it under the terms of this easement.

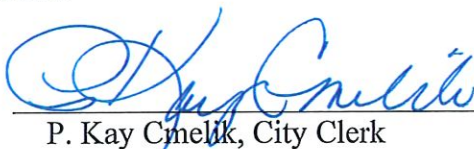
The Des Moines Water Works agrees that as a further consideration for the easements herein mentioned that it shall, upon the completion of any work by it of construction, repair, operation, inspection, or maintenance, cause the surface of the real estate to be restored to the condition that it was in immediately prior to such work to the extent reasonably possible.

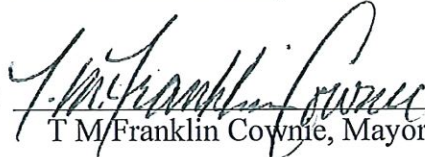
Words and phrases herein including acknowledgment hereof shall be constructed as in the singular or plural number, and as masculine, feminine, or neuter gender, according to the context.

Signed this 20th day of December, 2021.

ATTEST

CITY OF DES MOINES, IOWA

By: 
P. Kay Cmelik, City Clerk

By: 
T. M. Franklin Cownie, Mayor

APPROVED AS TO FORM


Lisa A. Wieland, Assistant City Attorney

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this 20th day of December, 2021 before me, the undersigned, a Notary Public, personally appeared T. M. Franklin Cownie and P. Kay Cmelik, to me personally known, who, being by me duly sworn, did state that they are the Mayor and City Clerk, respectively, of the City of Des Moines, Iowa; that the seal affixed to the foregoing instrument is the seal of the corporation, and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in the Resolution and Roll Call No. 21-1649 adopted by the City Council on the 1st day of November 2021, and that T. M. Franklin Cownie and P. Kay Cmelik acknowledged the execution of the instrument to be the voluntary act and deed of the municipal corporation, by it voluntarily executed.


Notary Public in the State of Iowa



BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA

By: _____
Graham R. Gillette, Chairperson

By: _____
Ted Corrigan, CEO and General Manager

STATE OF IOWA)
) ss.
COUNTY OF POLK)

On this ____ day of _____, 20____, before me, a Notary Public in and for the State of Iowa, personally appeared Graham R. Gillette and Ted Corrigan, to me personally known, who being by me duly sworn did say that they are the Board Chairperson and the Chief Executive Officer and General Manager of the Board of Water Works, Trustees of the City of Des Moines, Iowa; that the instrument was signed on behalf of the entity by authority of Board as contained in the resolution adopted by the Board on the ____ day of _____, 20____, and that Graham R. Gillette and Ted Corrigan acknowledged the execution of the instrument to be the voluntary act and deed of the Board of Water Works, Trustees of the City of Des Moines, Iowa, by it and by them voluntarily executed.

Notary Public in the State of Iowa

INDEX LEGEND

SERVICE PROVIDED FOR:
CITY OF DES MOINES
400 ROBERT D. RAY DRIVE
DES MOINES, IOWA 50309

REQUESTED BY:
CITY OF DES MOINES

RETURN TO:
CITY OF DES MOINES
1551 E. MARTIN LUTHER KING JR. PKWY
DES MOINES, IOWA 50309
PHONE: 515-283-4050

BASIS OF BEARING:
IOWA SOUTH COORDINATE SYSTEM (NAD83)
IOWA DEPARTMENT OF TRANSPORTATIONS-
IOWA REAL TIME NETWORK

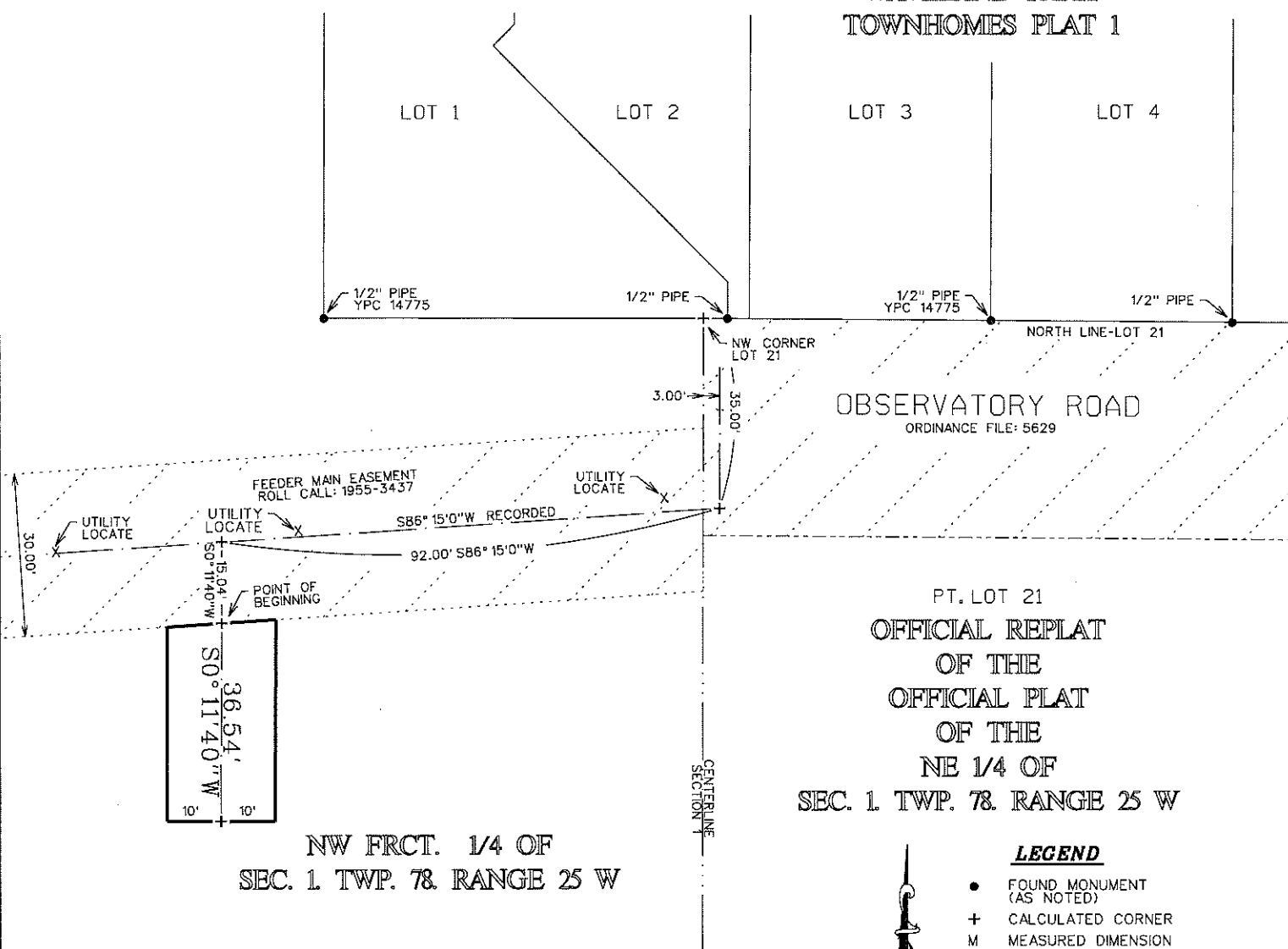
LOCATED:
NW FRCT. 1/4
SECTION 1
TOWNSHIP 78 NORTH
RANGE 25 WEST

TITLE HOLDER:
CITY OF DES MOINES

ADDRESS:
4908 UNIVERSITY AVENUE
DES MOINES, IOWA 50311

RECORDER'S AREA

EXHIBIT
OF PERMANENT EASEMENT BEING
CONVEYED BY THE CITY OF DES MOINES

WAVELAND PARK
TOWNHOMES PLAT 1

DESCRIPTION:

STRIP OF GROUND 20.00 FEET IN WIDTH OVER AND ACROSS THE
NORTHWEST FRACTIONAL QUARTER, SECTION 1, TOWNSHIP 78 NORTH, RANGE
25 WEST OF THE 5TH P.M. AND CENTERED ON THE FOLLOWING DESCRIBED
CENTERLINE:

COMMENCING 3 FEET EAST OF THE CENTER LINE OF SAID SECTION 1 AND 35 FEET SOUTH OF THE NORTH LINE OF LOT 21 OF THE OFFICIAL REPLAT OF THE OFFICIAL PLAT OF THE NORTHEAST 1/4 OF SECTION 1, TOWNSHIP 78, RANGE 25 WEST OF THE 5TH P.M., AN OFFICIAL PLAT, NOW INCLUDED IN AND FORMING A PART OF THE CITY OF DES MOINES, POLK COUNTY, IOWA; THENCE SOUTH 86° (DEGREES) 15'(MINUTES) 00"(SECONDS) WEST ALONG THE LOCATED CENTERLINE OF AN EXISTING FEEDER MAIN THROUGH PARK PROPERTY, 92.00 FEET; THENCE SOUTH 0° 11'40" WEST ALONG A LINE BEING PARALLEL WITH SAID CENTERLINE OF SECTION 1, A DISTANCE OF 15.04 FEET TO A POINT ON THE SOUTH LINE OF AN EXISTING 30.00 FOOT WIDE FEEDER MAIN EASEMENT AS RECORDED IN THE RESOLUTION ADOPTED BY THE CITY OF DES MOINES, IOWA, UNDER ROLL CALL NUMBER 1955-3437 TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 0° 11'40" WEST, 36.54 FEET TO THE POINT OF TERMINUS.

EASEMENT CONTAINING 731 SQUARE FEET.

LEGEND

- FOUND MONUMENT (AS NOTED)
- + CALCULATED CORNER
- M MEASURED DIMENSION
- C CALCULATED DIMENSION
- R RECORDED DIMENSION
- D DEEDED DIMENSION
- P PLATTED DIMENSION
- YPC YELLOW PLASTIC CAP
- OPC ORANGE PLASTIC CAP
- ▬ PERMANENT EASEMENT
- LOT LINE
- SECTION LINE
- CENTERLINE PROPOSED EASEMENT
- EXISTING EASEMENT LINE
- EXISTING RIGHT OF WAY LINE

DEPARTMENT OF ENGINEERING
CITY OF DES MOINES, IOWA
(515) 283-4931

OBSERVATORY ROAD_POLK TO PARKING LOT
ACT. I.D. 06-2018-011

EXHIBIT

PE-2

SHEET

1 OF 1

AGENDA ITEM FORM

SUBJECT: Regional 28E Review – Possible Closed Session

SUMMARY:

The Board will discuss the Regional 28E Agreement. With respect to regionalization process strategy, a discussion in closed session may be held.

The Board of Water Works Trustees may hold a closed session pursuant to:

- Iowa Code Section 388.9(1) to discuss marketing and pricing strategies and proprietary information that may impact its competitive position by public disclosure not required of potential or actual competitors related to ongoing negotiations over creating an integrated regional water authority. Each of these topics should be discussed in closed session to avoid disclosure likely to prejudice or disadvantage the position of the Des Moines Water Works.
- Iowa Code Section 622.10 to request and receive legal advice from retained legal counsel and to avoid waiver of the attorney-client privilege.
- Iowa Code Section 22.7(65) to review a tentative and preliminary draft prior to completion of the 28E agreement; and
- Iowa Code Section 21.5(1)(a) to discuss or review records which are required or authorized by state or federal law to be kept confidential.

FISCAL IMPACT:

As determined by discussion.

RECOMMENDED ACTION:

Vote to go into closed session to discuss strategy in matters relating to regionalization.

BOARD REQUIRED ACTION:

Any Board action deemed appropriate in view of regionalization strategy discussions.

<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="text-align: right; font-size: small;">(date)</div>	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"></div> <div style="text-align: right; font-size: small;">(date)</div>	<div style="border-bottom: 1px solid black; margin-bottom: 5px;"> </div> <div style="text-align: right; font-size: small;"> Ted Corrigan, P.E. CEO and General Manager </div> <div style="text-align: right; font-size: small;"> 1/26/22 (date) </div>
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Attachments: none

AGENDA ITEM FORM

SUBJECT: Information Items

SUMMARY:

- A. Board Committee Reports
 - Planning Committee
 - Finance and Audit Committee
 - Bill Stowe Memorial Committee
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board
- B. Staff Updates
 - External Affairs
- C. CEO and General Manager's Comments
 - 2022 Strategic Initiatives
- D. Contract Status and Professional Services Agreements

FISCAL IMPACT:


No impact to the budget.

RECOMMENDED ACTION:

For review and discussion.

BOARD REQUIRED ACTION:

Review and discussion.

<hr style="width: 100%; border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (date)	<hr style="width: 100%; border: none; border-top: 1px solid black; margin-bottom: 5px;"/> (date)	 Ted Corrigan, P.E. CEO and General Manager (date) 1/21/22
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Attachments: Des Moines Water Works Park Foundation Executive Summary, Board Minutes; 2022 Strategic Initiatives, Contract Status and Professional Services Agreements Spreadsheets



19 January 2022

Updates from the Des Moines Water Works Park Foundation

The Campaign/Development:

The finishing campaign continues to move forward. About \$1.1M remain to reach our \$13M goal. The Foundation is working with the city to secure \$540,000 in assistance for the final balance on the Connector.

Park Construction

Nothing new to report.

Programming

Planning continues on additional programming for 2022. Amphitheater dates are filling up and we are working with the Des Moines Gardening Club to bring an Olmstead Exhibit to the park in March. Some work is being done in conjunction with the Lakeside Lab, DMWW, ICON, IHF and other interested groups for possible establishment of a Laab south to further bolster water quality education and advocacy. Use of the park continues even in cold weather, particularly with photographers.



January Meeting Minutes attached – End of Year financials not yet available.

DES MOINES WATER WORKS PARK FOUNDATION
Board of Directors Meeting
Friday, January 14, 2022 – 12:00 – 1:30



ZOOM: <https://us02web.zoom.us/j/85400606864?pwd=cHdLdkVwV2xiTElCejdhOXhIR003QT09>

BOD Members in Attendance: Matt Van Loon, Andrew Manatt, Dara Madigan, Chad Rasmussen, Teri Tebockhorst, Ardis Kelley, Amy Jennings, Jon Koehn, Jen Cross, Joel Aschbrenner, Andrea Boulton, Jason Stone

Guests/Staff: Cassandra Halls & Sam Carrell – DMWWPF, Mike McCurnin & Ted Corrigan – DMWW.

I. Call to Order/President's Comments & Welcome/Affirm Agenda – Matt Van Loon

II. Approve minutes – Matt Van Loon

Motion: Chad Rasmussen **Second:** Crystal Franke
Motion Passed

III. Financial Report – Ardis Kelly
November cash – cash went out and little coming in
Missed budget for 2021 due to lack of campaign income and less shows than we expected. Expenses leveled some of this out however assets changed negatively by 700k. In December we will see an uptick of \$2M in campaign income as well as increase in cash.

Motion: Amy Jennings **Second:** Andrew Manatt
Motion Passed

IV. BOD Topics for Discussion and Updates

- **Mission Vision – Cassandra Halls**
Present the vision and mission and solicit feedback. Chad asked us to consider what are we trying to actually do versus an actual tactic. Presented another option to remove 'connect people to nature'

Option: Inspire stewardship for nature and clean water through unique learning opportunities, cultural experiences, and outdoor adventures.

Do we want to invoke stewardship from people that come to the park or do we want to just have people enjoy the park and understand what it does? What's determining our success?

Use foster stewardship? Clarified the mission is how we want to get to our vision. Vision establishes the overall goal.

Foster stewardship for clean water and nature through unique learning opportunities, cultural experiences, and outdoor adventures.

We will vote on vision and mission in February. We will wordsmith values in February and finalize values in March.

- **Foundation Priorities – Cassandra Halls**

In 2021, we identified five things we wanted to do with a balance of short term and long term thinking. Task force work and committee work.

In 2022, we are seeing an additional unique year.

Reference 2022 Strategy Update document for priorities. Meet with the committees and also focus on a push of fundraising.

Investment from the utility is only item still open – how much more can we do here?

Utility gave us credits for overbilling. Did delay the billing of depreciation and there will be \$570k come due in 2022 that we cannot lose sight of this year. Utility is always open to discussing how to collaborate and move forward.

Special task force that will continue outstanding work.
RDG work still moving forward.

Found way to have events even when we were in Covid. Looking for how to boost this in 2022.

Committee members are listed in the strategy documents. Plan to present on what your committee does in February so new members can sign up or join more/new committees.

- **Programming for 2022 – Carrell reviewed the six programs that the program committee were working on**

1. Innovations Celebration
2. Earth Day Extravaganza
3. Crabapple Celebration
4. Marathon Event
5. Series – Scavenger Hunt
6. Series – Documentary Series

V. Executive Director Report – Sam Carrell

- **Fundraising Report**
Halls and Carrell have developed a new report for board that captures each of the focus areas for the finishing campaign and to keep the BOD up to date.
 1. Potential Donor List
 2. Existing donors to add a year to their pledge
 3. Grants
 4. Retail Giving
 5. Sponsorships.Carrell reported on specific work done in the last two weeks.

- **City/Connector Update**
City council contacted him on a Thursday before final meeting of the year to solidify the \$540k of city contribution. Councilman pulled out of consent agenda until we “solved the sound problem”. Carrell has been working to identify and define what the problem is. Working with city and Scott Sanders on the sound. Council is supportive of the funds.

- **Bridge/Media**
Pedestrian bridge is an important artery from the park.
Connector from north to south and east to west.
City is anxious to fix this bridge.
Bridge built in 1900. Life span of bridge is 3-5 years per report. This will need to be redone.
DMWW owns the bridge. Far reaching agreement with the city that if bridge is deemed unsound they will partner on getting it replaced. It’s ultimately DMWW responsibility to take care of the bridge. Intent was that the bridge would be part of phase 2. City of DM review the structure of the bridge. In 2021 they did a review and also got estimates to fix it. Nearing the end of its useful life but its not there yet.

- **2022 Season**
List of items in board packet with a full list of items




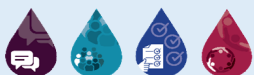


VI. Announcements

VII. Adjourn - Meeting adjourned at 1:27

Upcoming Events:

BOD Meeting – Friday, February 11th – 12 pm – 1:30 pm – DMWW BOD Room
(Hopefully)

2022 Strategic Initiative KPI Matrix

Strategic Initiative	Core Values	KPI
Update employee onboarding and training to educate new and existing staff about the utility's Mission and Service Vision and Core Values and how they can be a utility champion in the next five years.		<ul style="list-style-type: none"> • Convene an Onboarding/Offboarding Task Force dedicated to formalizing and developing an implementation plan for the utility's new On/Off process.
Formally recognize and plan how the utility values Diversity and Inclusion as a part of its business and service in the community and foster an environment that enriches the employee and customer experiences.		<ul style="list-style-type: none"> • Issue an RFP for consultant to lead D&I initiative • Select and NTP for consultant to lead D&I initiative. • Formal D&I Plan complete.
Invest and develop in an employee succession planning initiative that includes a focus on staff levels, training, recognition, succession, and retention to build and support a more robust and diverse employee experience and allow DMWW to become an employer of choice in central Iowa.		<ul style="list-style-type: none"> • Convene (retool) an employee recognition team to meet three times to establish recommendations for an employee recognition program. • Hire a consultant to conduct an internal organization assessment of the Engineering Department and establish recommendations for future initiatives and other departmental assessments.
Be deliberate in how all portions of the community are engaged and served by the utility.		<ul style="list-style-type: none"> • Advertise and select RFP for a consultant to conduct a Voice of the Customer survey. • Conduct Voice of Customer Survey • Survey results/findings complete • Identify one joint campaign, project, or effort with a group, neighborhood, or customer demographic that has not been partnered with in the past to complete a project. • Complete joint campaign/project with new partner. • Review and update recruitment tactics for the Clean Water Support Program
Determine formal direction the utility will take with regard to regional governance for the utility across central Iowa.		<ul style="list-style-type: none"> • Hire a PR firm directly after signing of founding resolution by all parties.
Set realistic expectations for Capital Improvement Plan implementation.		<ul style="list-style-type: none"> • Obligate 90% of CIP (not constructed). • WMR work obligated 90% • Professional Service Agreements aligned with established timelines.

2022 Strategic Initiative KPI Matrix

Operate, maintain, and reinvest in our facilities in a manner that respects our investments, employees, customers, and environment.



- Deliver/Meet execution plan for the development of predictive and preventative maintenance beyond basic task.
- Form Task force to identify crucial equipment, processes, and determine usage to build redundancy.

Develop and implement a broad community and employee education campaign that is focused on utility Mission, source water and drinking water quality, financial investments, and natural resources.



- Establish a clear communication plan for employee and customer/community roll out of the 2021 Strategic Plan.



COMPETITIVE BIDS CONTRACT STATUS FOR JANUARY 2022

Presdimentation Basins - Valve Replacement	Pause by Owner to discuss bypass options. Contractor still working other contract items.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	The Waldinger Corporation 3/16/2020 \$1,427,530.00 \$70,962.00 \$1,498,492.00 \$642,378.10 Mar-23
2020 Well Rehabilitation - McMullen Water Treatment Plant	Construction in progress.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	BCI Water Resources Group, Inc. 7/20/2020 \$1,053,975.00 \$0.00 \$1,053,975.00 \$876,866.50 Feb-22
NW 26th Street Booster Station	Initial commissioning to begin in January 2022	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Henkel Construction Company 8/14/2020 \$1,533,000.00 \$63,243.46 \$1,596,243.46 \$1,384,444.33 Feb-22
Gallery Valve Chamber Structures Reconstruction	Construction is substantially complete.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Synergy Contracting, LLC 4/19/2021 \$432,770.00 \$16,204.70 \$448,974.70 \$383,053.50 May-22
2021 Des Moines Water Main Replacement Contract 1 - E. Pleasant View Drive & E. 17th Street	Construction is substantially complete.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Synergy Contracting, LLC 5/11/2021 \$1,806,597.00 \$271,118.69 \$2,077,715.69 \$2,081,011.66 May-22
2021 Des Moines Water Main Replacement Contract 2 - Feeder Main at SE 15th Street and Martin Luther King Jr. Parkway	Construction is substantially complete.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Raccoon Valley Contractors 5/14/2021 \$1,619,134.00 \$0.00 \$1,619,134.00 \$1,616,050.00 May-22

Item IV-D

Nitrate Removal Facility Crawlspace Renovation	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Henkel Construction Company 6/1/2021 \$1,312,000.00 \$49,199.80 \$1,361,199.80 \$603,278.72 Feb-22
S.E. Polk N.E. Morgan Drive Meter Vault	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Synergy Contracting, LLC 11/29/2021 \$186,000.00 \$3,500.00 \$189,500.00 \$79,000.00 Mar-22
2021 Well Rehabilitation	Notice to proceed to be issued no later than 1/31/2022.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Layne Christensen Company, Inc. pending \$1,344,820.00 \$0.00 \$1,344,820.00 \$0.00 Dec-22
LP Moon Pumping Station Sodium Hypochlorite Feed Modifications	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	The Waldinger Corporation 10/18/2021 \$69,590.00 \$3,328.00 \$72,918.00 \$32,908.88 May-22
2021 Des Moines Water Main Replacement Contract 4 - Indianola Ave.	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	J & K Contracting, LLC 11/2/2021 \$678,678.00 \$8,690.00 \$687,368.00 \$299,865.00 Mar-22
Des Moines River Intake Roof Structure Modifications	Notice to proceed was issued 11/18/2021	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Henkel Construction Company 11/18/2021 \$311,000.00 \$0.00 \$311,000.00 \$0.00 Mar-22
Joint Eastside Booster Station Hypochlorite Feed System	Notice to proceed was issued 12/6/2021	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	C.L. Carroll Co., Inc. 12/6/2021 \$202,000.00 \$0.00 \$202,000.00 \$0.00 Mar-22

L. P. Moon Pumping Station - Pump No. 8

Notice to proceed pending

Contractor	The Waldinger Corporation
Notice to Proceed	pending
Original Contract Sum	\$123,390.00
Net Change by Change Orders	\$0.00
Contract Sum to Date	\$123,390.00
Total Completed to Date	\$0.00
Anticipated Completion Date	Dec-22

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR JANUARY 2022

Contractor	
Date of Contract	
Notice to Proceed	
Original Contract Sum	
Net Change by Change Orders	
Contract Sum to Date	\$0.00
Total Completed to Date	
Anticipated Completion Date	

PROFESSIONAL SERVICES AGREEMENTS

No.	Service	Selected Vendor	Date	Amount	Comments
1	Communications, Public Relations	MW Media Consultants	Q4 2020	\$4,000/month	Melissa Walker
2	Legislative Advocacy	Advocacy Strategies	2020-2021	\$10,000/qtr	
3	Updates to Regional Cost Model with Retail Rate Impacts	FCS Group	1/1/2021	\$33,200	
4	2017 Long Range Plan Timeline Review	HDR Engineering	1/7/2021	\$18,000	
5	Social Media Consultant	Megan McDowell	2/15/2021	\$909.09/month	Independent contractor
6	Easement Exhibit for NW 26th Street Booster Station	JEO Consulting Group	2/8/2021	\$1,200	
7	Inspection Services for Pleasant Hill Tower painting	Dixon Engineering	2/11/2021	\$45,420	
8	Engineering Services - Drafting water main relocations for City of Des Moines Hamilton Drain - Phase 2	Kirkham Michael	2/25/2021	\$10,000	
9	Railroad Right-Of-Way Assistance	VAA Engineering	4/9/2021	\$5,000	
10	Drafting Assistance for Bondurant Meter Pit	Veenstra & Kimm, Inc.	4/9/2021	\$3,000	
11	Electrical Consultation: LP Moon Pump 8	Stanley Consultants	5/6/2021	\$9,500	
12	Design and construction services: Joint Eastside Booster Station Hypochlorite Feed System	Veenstra & Kimm, Inc.	6/8/2021	\$22,900	
13	Design and construction services: Operation Center Stormwater Pump Station Improvements	Veenstra & Kimm, Inc.	6/8/2021	\$50,150	
14	Roof Membrane Relaxation Design	WTI	7/2/2021	\$3,000	
15	Design and preconstruction for DSM River Intake Roofing and Structural Modification	Accord Architecture	7/2/2021	\$9,280	
16	Maffitt East Feeder Main Control Valve Design	Stanley Consultants	8/6/2021	\$46,920	
17	Engineering & Drafting assistance - 2021 DM WMR #4	JEO Consulting Group	8/16/2021	\$20,270	
18	Engineering Services - Drafting water main relocations for City of Des Moines SE Connector SE 30th to US Hwy 65	Kirkham Michael	9/24/2021	\$10,000	
19	Survey Services for 2022 WMR - SW 10th Place	Snyder & Associates	11/9/2021	\$24,600	
20	Survey Services for 2022 WMR - SW 11th Street	Snyder & Associates	11/9/2021	\$24,600	
21	Specs and Contract Documents for 2022 Tank Painting - Tenny	Dixon Engineering	11/24/2021	\$5,125	
22	Drafting and Design for City of DM 2nd Ave. Improvements Project - University Ave to 2nd Ave Bridge	Bolton & Menk	11/22/2021	\$39,510	
23	Survey Services for 2022 WMR - Luster Ln & SW 9th St	McClure Engineering	12/1/2021	\$19,325	
24	Specs and Contract Documents for 2022 Tank Painting - Runnells	Dixon Engineering	12/28/2021	\$6,625	