

****The October 27, 2020, Board of Water Works Trustees Meeting will be conducted online****

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MEETING
Board of Water Works Trustees
Des Moines Water Works
October 27, 2020
3:30 p.m.

Decision Agenda

I. Consent Agenda:

- A. Minutes, September 22, 2020, Board of Water Works Trustees Meeting
Minutes, October 6, 2020, Planning Committee Meeting
Minutes, October 6, 2020, Customer Relations Committee
Minutes, October 13, 2020, Finance and Audit Committee Meeting
- B. Financial Statements
- C. List of Payments for September 2020
- D. Summary of CEO-Approved Expenditures in Excess of \$20,000
- E. Next Meeting Date – November 24, 2020

II. Public Comment Period:

III. Action Items:

- A. 2021 Employee Benefit Insurance Renewals
- B. 2021 Corporate Insurance
- C. Approval of Proposed 2021 Water Rates
- D. Proposed 2021 Budget – Establish Public Hearing as the Date of the November 2020 Board Meeting
- E. Des Moines Water Works' Rules and Regulations Update

- F. Amendment to HomeServe Agreement
- G. MidAmerican Energy Company Easement at the Fleur Drive Water Treatment Plant
 - a. Public Hearing
 - b. Discussion
 - c. Action on Easement
- H. Request Authorization for CEO and General Manager to Approve Change Order No. 3 for City of Des Moines' Ingersoll Avenue Streetscape from M.L. King Jr. Parkway to 24th Street (Phase 1) Project
- I. Gallery Valve Chamber Structures Reconstruction
 - a. Public Hearing
 - b. Adoption of form of Contract, Plans and Specifications, and Estimated Cost
 - c. Analysis of Bids Received
 - d. Award of Contract and Authorization to Execute Contract
- J. Legal Services Request for Proposals

IV. Information Items:

- A. Board Committee Reports
 - Planning Committee
 - Finance and Audit Committee
 - Customer Relations Committee
 - Bill Stowe Memorial Committee
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board
- B. CEO and General Manager's Comments
 - COVID-19 Response
- C. Contract Status Spreadsheet
- D. September 2020 Lien Certifications and Reversals

OSHA Recordable Injuries YTD: 5	
Strain:	2
Electrical Shock:	1
Struck By:	1
Repetitive Motion:	1

V. Adjournment

Schedule of Board Activities –November and December

November

<u>Date and Time</u>	<u>Location</u>	<u>Meeting</u>
3 3:30 p.m.	Board Room	Planning Committee
3 Immediately Following Planning Meeting	Board Room	Customer Relations Committee
10 3:30 p.m.	Board Room	Finance and Audit Committee
24 3:30 p.m.	Board Room	Board of Water Works Trustees

December

<u>Date and Time</u>	<u>Location</u>	<u>Meeting</u>
1 3:30 p.m.	Board Room	Planning Committee
1 Immediately Following Planning Meeting	Board Room	Customer Relations Committee
8 3:30 p.m.	Board Room	Finance and Audit Committee
22 3:30 p.m.	Board Room	Board of Water Works Trustees

AGENDA ITEM FORM

SUBJECT: Consent Agenda

SUMMARY:

- A. Minutes, September 22, 2020, Board of Water Works Trustees Meeting
Request: Approve September 22, 2020, Minutes
Minutes, October 6, 2020, Planning Committee Meeting
Request: Approve October 6, 2020, Minutes
Minutes, October 6, 2020, Customer Relations Committee Meeting
Request: Approve October 6, 2020, Minutes
Minutes October 13, 2020, Finance and Audit Committee Meeting
Request: Approve October 13, 2020, Minutes
- B. Financial Statements
- At September 2020, total assets of the Des Moines Water Works were \$417.8 million, liabilities totaled \$71.6 million, deferred outflows totaled \$5.2 million, deferred inflows totaled \$7.0 million and contributions and retained earnings were \$344.4 million.
 - Total operating revenue for the month of September was \$8.1 million. Expenses (operating and non-operating) for the month were approximately \$4.6 million, leaving net earnings of approximately \$3.4 million.
 - Request:** Receive and File for Audit the September 2020 Financial Statements
- C. List of Payments for September 2020
Request: Approve September 2020 payments
- D. Summary of CEO-approved expenditures in excess of \$20,000
Request: Approve the CEO-approved expenditures in excess of \$20,000
- E. Next Meeting Date – November 24, 2020
Request: Approve November 24, 2020, as the date of the next meeting of the Board of Water Works Trustees.

FISCAL IMPACT:



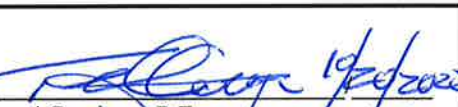
No impact to budget.

RECOMMENDED ACTION:

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

BOARD REQUIRED ACTION:

Motion to approve Consent Agenda.

 Michelle Holland Controller	 Peggy Freese, CPA Chief Financial Officer	 Ted Corrigan, P.E. CEO and General Manager
10/19/2020 (date)	10/24/2020 (date)	10/27/2020 (date)

Attachments: September 22, 2020, Board of Water Works Trustees Meeting Minutes; October 6, 2020, Planning Committee Meeting Minutes; October 6, 2020, Customer Relations Committee Meeting Minutes; October 13, 2020, Finance and Audit Committee Meeting Minutes; September 2020 Financial Statements; List of Payments; Summary of CEO-approved expenditures in excess of \$20,000

**MINUTES OF CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE
Tuesday, September 22, 2020**

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

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

Staff members: Andy Beals, Bill Blubaugh, Pat Bruner, Ted Corrigan, Kyle Danley, Peggy Freese, Doug Garnett, Amy Kahler, Mike McCurnin, Jeanne Middleton, Jenny Puffer, Laura Sarcone, Carla Schumacher, Michelle Watson, and Dylan White

Also in attendance: Jay Corrigan, Colin Chung, Jeff Clayton, Lilly Corrigan, Linda Corrigan, Rae Corrigan, Mark Duben, John Dunn, Joel Langel, Rick Malm (legal counsel), Julie McCurnin, Ed Moreno, Brent Newell, Emma Schmit, Kevin Richardsdon, Melissa Walker (MW Media Consultants, LLC), and others

Ms. Munns called the meeting to order at 3:31 p.m.

Consent Agenda –

A motion was made by Mr. Gillette, seconded by Mr. Aschbrenner, to approve Consent Items A, B, C, D, E, (Approval of Minutes, August 25, 2020, Board of Water Works Trustees Meeting; Minutes, September 1, 2020, Planning Committee Meeting; Minutes, September 8, 2020, Finance and Audit Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for August 2020; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of October 27, 2020, 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

The Iowa Section of the American Water Works Association (AWWA) presented Mr. Corrigan with its 2020 George Warren Fuller Award for distinguished service and leadership in the water supply field.

No other public comments were received.

Acceptance of Joint Maffitt Lake Booster Station

Mr. Corrigan reported that all work associated with the Joint Maffitt Lake Booster Station contract has been satisfactorily completed.

A motion was made by Ms. Huppert, and seconded by Ms. Boulton, to accept the Joint Maffitt Lake Booster Station project, completed by Edge commercial, LLC, in the amount of \$1,279,305. 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 Issue Purchase Order for Additional Saylorville Water Treatment Plant Ultra-Filtration Membranes

The performance of ultra-filtration (UF) membranes at the Saylorville Water Treatment Plant is expected to decline over years of operation, but some of the membranes previously acquired have not been as long-lived as expected. An agreement between DMWW and GE Water & Process Technologies, dated February 20, 2015, provided for compensatory pricing for planned replacement of the original 840 UF modules and defined pricing and discounts for acquisition of additional modules until the end of 2020. Since that time, Suez Water Technologies & Solutions has acquired GE's membrane products. Currently, two membrane trains need replacement with a third needed in early 2021 and it is proposed to take advantage of the advantageous pricing under such agreement before it expires.

A motion was made by Mr. Gillette, and seconded by Ms. Boulton, to authorize staff to issue a Purchase Order in the amount of \$1,018,500 to Suez Water Technologies & Solutions. 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 Chapter 28E Agreement between Des Moines Water Works and Iowa Governmental Health Care Plan for Employee Benefits

DMWW requested our benefits broker, Holmes Murphy & Associates, to seek proposals for health insurance options for 2021 after DMWW had a 22% premium increase under its existing plan sponsored by the City of Des Moines for calendar year 2020. The increase was due to unfavorable health claims experience. Based on the proposals received, the Iowa Governmental Health Care Plan (IGHCP) appears to be the most viable option to consider as an alternative to the City's plan effective January 1, 2021.

The process to transition to the IGHCP Trust includes signing a 28E agreement to join the Trust effective January 1, 2021. DMWW will also terminate health insurance coverage under the existing 28E agreement with the City of Des Moines effective December 31, 2020. DMWW will officially notify the City of Des Moines of intent to leave the plan. In addition, DMWW will sign an interim consulting agreement with Holmes Murphy through December 31, 2020 to assist with the transition to the IGHCP Trust.

The recommended actions include a general approval of the changes as described and authorizations as provide in resolutions presented to the meeting. A motion was made by Mr. Gillette, and seconded by Mr. Aschbrenner, to adopt the following resolutions as presented to the Board and displayed to the meeting:

BE IT RESOLVED that the Board of Waterworks Trustees of the City of Des Moines, Iowa ("DMWW") shall replace its existing employee health coverages that are currently provided under the City of Des Moines group health insurance plan ("City Health Plan"), with employee health coverages under the Iowa Governmental Health Care Plan ("IGHCP") effective as of January 1, 2021;

FURTHER RESOLVED, that DMWW shall forthwith become a member of IGHCP by joinder in the "Amended and Restated Iowa Governmental Health and Related Benefits Program" 28E Agreement (the "IGHCP 28E Agreement") in the form presented to the meeting, and that the Chair and the CEO and General Manager be authorized to execute such agreement on behalf of, and in the name of, DMWW;

FURTHER RESOLVED, that DMWW shall procure employee health insurance coverages from IGHCP to be effective as of January 1, 2021 as a participant in one or more plans offered by IGHCP at cost in conformity with the 2021 Budget to be adopted by the Board;

FURTHER RESOLVED, the Director of Human Resources is hereby appointed to serve as DMWW's official representative to the governing board of IGHCP until further action of the Board;

FURTHER RESOLVED, that the CEO and General Manager acting singly, is authorized to execute any and all plans, plan documents, agreements, certificates and other documents as may be necessary or proper to obtain and effect coverage with IGHCP as provided by these resolutions , and to comply with the obligations of DMWW as a member under the IGHCP 28E Agreement;

FURTHER RESOLVED, that, contingent upon the acceptance of DMWW as a member of the IGHCP with coverage provided to be effective as of January 1, 2021, that the CEO and General Manager be authorized and directed to execute an agreement for termination of DMWW participation for employee health coverage provided under the City Health Plan with such termination to be effective as of the end of the day on December 31 2020;

FURTHER RESOLVED, that the Chair, the CEO and General Manager, the Board Treasurer and staff of DMWW, each be authorized and directed, singly and collectively, to take any and all other actions and to execute any and all other plans, plan documents, agreements, certificates and other documents as may be necessary or proper to implement, and give effect to, the foregoing resolutions and to otherwise effectuate the replacement of employee health care coverage as contemplated by the foregoing resolutions.

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

CEO and General Manager Employment Agreement

At the June 22, 2020 CEO Candidate Deliberation meeting of the Board of Water Works Trustees, action was taken to appoint Ted Corrigan to the position of CEO and General Manager and to execute a contract. Since that time, Ms. Munns and Mr. Gillette have worked with Mr. Corrigan and his counsel to draft a contract in the form provided to the Board.

A motion was made by Mr. Gillette, and seconded by Ms. Huppert, to authorize the Chair to execute the CEO & General Manager Employment Agreement on behalf of DMWW in the form 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.

COVID-19 Response

Mr. Corrigan outlined the temporary policy changes and other measures that have been implemented based on the Board's April 28, 2020, ratification of the COVID-19 Emergency Response Plan.

No action was required or taken.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on September 1, 2020. Ms. Boulton stated that PFAS updates and DMWW's water shortage plan were discussed at the meeting.
- Finance and Audit Committee – A meeting was held on September 8, 2020. Mr. Gillette advised that wholesale rate structure continues to be discussed and that staff has been requested to develop a request for proposals for legal services.
- Customer Relations Committee – There was no meeting held in September. Ms. Huppert stated that regionalization discussion meetings continue with Urbandale and West Des Moines, and with their respective water utilities.
- Bill Stowe Memorial – no additional comments were shared
- Greater Des Moines Botanical Garden – Mr. Gillette stated that Stephanie Jutila has left the position of CEO at the Garden and he will be serving on their CEO search committee.
- Des Moines Water Works Park Foundation Board – Ms. Boulton reported that fundraising is still a focus for the Foundation, including special events and private donations. The Ruan Connector under Fleur Drive is open and contributing to increased use of the park.

CEO and General Manager's Comments

- Mr. Corrigan advised that Melissa Walker has been retained as a Public Relations consultant. Jennifer Terry will be returning to employment with DMWW as External Affairs Manager.
- Utility Goals Update – Mr. Corrigan provided an update on the 2020 Utility Goals; CIS (go-live with new billing customer information system), Wholesale Rate Design, Lead Water Service Line Plans, and Safety.

Adjournment – Meeting adjourned by unanimous consent.

4:51 p.m. adjourned

**MINUTES OF MEETING OF PLANNING COMMITTEE
OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE**

Tuesday, October 6, 2020

3:30 p.m.

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

Board Members: Mr. Joel Aschbrenner and Ms. Andrea Boulton

Staff Members: Pat Bruner, Ted Corrigan, Kyle Danley, Peggy Freese, Doug Garnett, Amy Kahler, Mike McCurnin, Jenny Puffer, and Michelle Watson

Also in Attendance: John Lande (legal), Rick Malm (legal), Melissa Walker (MW Media Consultants, LLC)

Meeting called to order at 3:30 p.m.

1. DMWW Rules & Regulations Update

Ms. Kahler provided an overview of proposed changes and clarifications to the DMWW Water Service Rules and Regulations for 2021. Some of the more significant changes being proposed include: (1) stating that corporation taps may not be reused once a water service line has been removed; (2) clarifying language related to backflow requirements, including commercial, multi-tenant properties and properties where a well is to be left in service; (3) providing a new fee for private fire hydrant maintenance; (4) adding language regarding customer right of appeal specific to rates and charges; and (5) recommending customers do not irrigate on Mondays as part of our Water Shortage Plan. In addition, fee schedules are proposed to be updated to reflect increases in labor and material costs based on the Engineering News Record Construction Cost Index for the month of August 2020. Staff proposes that these revisions, including the revised fees, become effective on January 1, 2021 after consideration and approval by the Board.

2. HomeServe Agreement

Ms. Kahler provided background information on DMWW's collaboration with HomeServe USA, which provides optional coverage for water service line protection. A Program Agreement was signed, in 2012, for a 3-year term, with the possibility of two 1-year extensions. DMWW extended the agreement both years, followed by a First Amendment in November 2016 which extended the agreement to December 31, 2020. HomeServe has proposed a second amendment extending the upcoming renewal period five years, from 1/1/2021 through 12/31/2025. The five-year period includes two price modifications to \$6.49/month in 2022 and \$6.99/month in 2024.

Mr. Gillette joined the meeting in progress at 3:52 p.m.

Ms. Huppert joined the meeting in progress at 3:58 p.m.

Ms. Munns joined the meeting in progress at 3:59 p.m.

3. CEO and General Manager's Comments

There were no additional comments from Mr. Corrigan.

4. Public Comments – There were no comments from the public.

Meeting adjourned at 4:02 p.m.

**MINUTES OF MEETING OF CUSTOMER RELATIONS COMMITTEE
OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE**

Tuesday, October 6, 2020

Immediately following the 3:30 p.m. Planning Committee Meeting

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

Board Members: Mr. Joel Aschbrenner, Ms. Andrea Boulton, Ms. Susan Huppert, Mr. Graham Gillette, and Ms. Diane Munns

Staff Members: Pat Bruner, Ted Corrigan, Kyle Danley, Peggy Freese, Doug Garnett, Amy Kahler, Mike McCurnin, Jenny Puffer, and Michelle Watson

Also in Attendance: John Lande (legal counsel), Rick Malm (legal counsel), Melissa Walker (MW Media Consultants, LLC)

Meeting called to order at 4:03 p.m.

1. Regionalization Review Discussion -

A motion was made by Ms. Munns, seconded by Ms. Boulton to conduct a closed session to discuss strategy and to receive legal advice with respect to ongoing negotiations over creating an integrated regional water authority and with respect to a pending administrative appeal of a water withdrawal permit granted to the West Des Moines Water Works, based on the following:

- (1) The Board finds that under Iowa Code § 388.9, the governing body of a city utility may hold a closed session under Section 388.9(1), Code of Iowa, 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; and
- (2) The Board further finds that under Iowa Code § 21.5(c) a governmental body may discuss strategy with counsel in a matter currently in litigation and where the disclosure of strategy “would be likely to prejudice or disadvantage” the utility;
- (3) The Board finds that confidential discussion with counsel are also permitted under Iowa Code § 622.10; and
- (4) That a closed session to discuss strategy and receive legal advice as to both matters is warranted.

Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion. The meeting then went into closed session.

The Board subsequently returned to open session.

There was no action taken in closed session, nor upon return to open session.

2. CEO and General Manager's Comments – There were no comments from Mr. Corrigan.
3. Public Comments – There were no comments from the public.

Meeting adjourned 5:41 p.m.

**MINUTES OF MEETING OF FINANCE AND AUDIT COMMITTEE
OF THE BOARD OF WATER WORKS TRUSTEES
PURSUANT TO NOTICE**

October 13, 2020

3:30 p.m.

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

Board Members: Mr. Joel Aschbrenner, Ms. Andrea Boulton, Mr. Graham Gillette, Ms. Susan Huppert, and Ms. Diane Munns

Staff Members: Ted Corrigan, Kyle Danley, Peggy Freese, Donna Heckman, Michelle Holland, Amy Kahler, Mike McCurnin, Jennifer Puffer, Jennifer Terry, and Michelle Watson

Also in attendance: Jack Carra and Lindsay Gentry (Lamair-Mulock-Condon (LMC) Risk Management), John Lande and Rick Malm (legal counsel), Melissa Walker (MW Media Consultants, LLC)

Meeting called to order at 3:30 p.m.

1. Corporate Insurance Renewals

Mr. Carra discussed the results of LMC's efforts respecting DMWW coverages, including an overview of the expiring coverages and pricing, as well as proposed 2021 coverages and pricing.

2. Proposed 2021 Water Rates

Ms. Freese presented staff's recommendation for 2020 water rates as follows: Increases of 5% for Des Moines Inside City customers and other retail customers; Increase of 5-7% for Full-Service customers; Increase of 15% for Wholesale Purchased Capacity customers; and Increase of 3% for Wholesale With Storage customers. Staff is recommending no change in the capital improvement fees for Des Moines Inside city and Polk County service area customers. Since Regionalization discussions have restarted and are progressing, staff feels it is appropriate to delay consideration of possible changes to the wholesale rate structure. Matching revenue recovery to costs can be accomplished by increasing the volume rate without changing the rate structure.

3. Proposed 2021 Budget

The Board of Trustees will set the Public Hearing for the 2021 Budget at the October Board meeting. Ms. Holland reviewed projections for 2021 revenue and additional funding, and for expenses. She also highlighted department statistics. Total revenue for 2021 is proposed to be budgeted at \$77.2 million, up \$4.5 million compared to the 2020 budget. Water pumpage is proposed to be budgeted at 17.1 billion gallons, an increase of 100 million gallons from the 2020 budget. The 2020 proposed revenue budget reflects recommended rate increases taking effect on April 1, 2021. Additional funding for 2021, of nearly \$2.9 million includes unspent funds that have been carried over from the prior year's budget and funding from outside entities, including Norwalk and Polk City. Total operating expenses of \$50.7 million are proposed for 2021. This is an increase of \$2.2 million, or 5.4%, from the 2020 budget. Total capital expenditures are proposed at \$24.5 million. Debt service obligations of \$4.3 million in

2021 include obligations of wholesale customers who participated in the bond issues as well as DMWW's obligations. Contribution to operating reserves is proposed at \$500,000 in 2021, to increase the accumulated reserves due to increases in operating expenses.

4. CEO and General Manager's Comments

Mr. Corrigan welcomed Jennifer Terry back to Des Moines Water Works. He offered no additional comments.

Mr. Gillette shared that although legal services review was not on this meeting agenda, it will be on the October full Board meeting agenda.

5. Public Comments – There were no comments from the public.

Meeting adjourned at 4:45 p.m.

**DES MOINES WATER WORKS
FINANCIAL STATEMENT COMMENTS
FOR THE MONTH ENDED September 30, 2020**

STATEMENT OF NET POSITION

Below are summaries of financial position and activity for the month of September 2020:

Summary Net Position (in millions)

	Sep 30, 2020	Dec 31, 2019
Cash	\$22.8	\$12.3
Accounts Receivable	10.9	9.8
Operating Reserves	12.2	12.1
Revenue Bond Reserves	7.8	4.8
Other Assets	4.4	4.9
Fixed Assets	547.7	547.7
Less: Accumulated Depreciation	<u>(208.3)</u>	<u>(200.6)</u>
Net Fixed Assets	339.4	347.0
Construction in Progress	<u>20.4</u>	<u>14.7</u>
 Total Assets	 <u>417.8</u>	 <u>405.7</u>
 Deferred Outflows of Resources	 5.2	 5.2
 Total Assets & Deferred Outflows of Resources	 <u>423.0</u>	 <u>410.9</u>
 Current Liabilities	 15.6	 18.4
Long-Term Liabilities	53.5	53.6
Other Liabilities	<u>2.5</u>	<u>2.5</u>
Total Liabilities	71.6	74.5
 Deferred Inflows of Resources	 7.0	 7.0
 Net Position	 <u>344.4</u>	 <u>329.5</u>
 Total Liabilities, Deferred Inflows of Resources & Net Position	 <u>423.0</u>	 <u>410.9</u>

STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	September	Year to date
Operating Revenue	\$ 8.1 million	\$ 58.2 million
Operating Expenses	\$ 4.6 million	\$ 43.0 million
Other Income (Expense)	\$ (0.0) million	\$ (0.3) million
Net Earnings	\$ 3.4 million	\$ 14.9 million

The table below summarizes expenses for the period-to-date ended September 2020 and 2019:

OPERATING EXPENSES

Year-to-Date Ending September 30, 2020 and 2019

	YTD Sep 2020	% of Total	YTD Sep 2019	% of Total
Labor	\$ 12,099,909	34%	\$ 11,702,890	35%
Benefits	6,469,162	18%	5,820,072	18%
Purchased Services	6,331,807	18%	5,308,809	16%
Materials and Equipment	2,842,844	8%	2,958,731	9%
Chemicals	3,792,116	11%	3,576,303	11%
Utilities/Telephone	2,327,543	7%	2,143,668	6%
Insurance	767,331	2%	765,843	2%
Postage	350,272	1%	368,265	1%
Other	350,353	1%	403,324	1%
	\$ 35,331,337	100%	\$ 33,047,905	100%

CHANGES IN INVESTMENTS

	Change from Prior Month	Average Annual Return
Bond Reserves	\$358,478	1.84%
Operating Reserves	\$16,539	1.72%

Comments

Pension fund investments decreased by \$1.2 million for the month of September 2020. The pension fund balance as of September 30, 2020, was \$56.5 million.

PROJECT EXPENSES

Total expenditures for operating projects through September 2020 were approximately \$35.3 million or 73% of the operating budget. Overall expenditures on capital projects were approximately \$5.7 million or 19% of the capital budget.

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending September 30, 2020 and December 31, 2019

	2020	2019	Change
ASSETS			
Cash			
Petty Cash	\$ 2,900	\$ 1,900	
Interest Bearing Cash	22,765,714	12,334,167	
Total	\$ 22,768,614	\$ 12,336,067	\$ 10,432,548
Accounts Receivable			
Accounts Receivable	\$ 8,597,982	\$ 7,522,265	
Accounts Receivable Unbilled	2,230,471	2,230,471	
Accrued Interest Receivable	85,915	53,538	
Total	\$ 10,914,368	\$ 9,806,275	\$ 1,108,094
Reserves (Invested)			
Operating			
Cash On Hand	\$ 2,141,858	\$ 60,645	
U.S. Government Securities	10,027,328	12,020,014	
Total	\$ 12,169,186	\$ 12,080,659	\$ 88,526
Revenue Bond Reserves (Invested)			
Cash on Hand	\$ 3,360,453	\$ 386,213	
U.S. Government Securities	4,401,112	4,407,886	
Total	\$ 7,761,566	\$ 4,794,099	\$ 2,967,467
Other Assets			
Materials in Stock Accounts	\$ 3,469,422	\$ 3,310,409	
Water Receivable Long-Term	410,567	330,378	
Prepaid Insurance	226,511	897,020	
Prepaid Expense	236,658	370,508	
Accum Unrealized Gain/(Loss) Invest	17,844	(205)	
Total	\$ 4,361,002	\$ 4,908,109	\$ (547,107)

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending September 30, 2020 and December 31, 2019

	2020	2019	Change
ASSETS-CONTINUED			
Fixed Assets			
Land & Right of Way	\$ 8,208,369	\$ 8,208,369	
Structures and Machinery	159,753,596	159,753,596	
Water Supply System	58,571,610	58,571,610	
Urbandale Booster System	509,687	509,687	
Pipelines	253,042,528	253,042,528	
Meters	30,633,556	30,633,556	
Laboratory Equipment	786,078	786,078	
Distribution Equipment	1,196,759	1,196,759	
Mobile Equipment	3,651,873	3,651,873	
Vehicles	2,832,245	2,832,245	
Office Equipment	1,329,203	1,329,203	
MIS Equipment	27,142,028	27,142,028	
Total	\$ 547,657,530	\$ 547,657,530	
Accumulated Depreciation	(208,275,799)	(200,625,767)	
Construction in Progress	\$ 20,395,905	14,716,100	
Total Fixed Assets	\$ 359,777,636	\$ 361,747,863	\$ (1,970,227)
TOTAL ASSETS	\$ 417,752,372	\$ 405,673,072	\$ 12,079,301
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Charge on Bond Refunding	\$ 734,238	\$ 734,238	
Pension Related Amounts	4,505,237	4,505,237	
Total	\$ 5,239,475	\$ 5,239,475	\$ -
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES	\$ 422,991,848	\$ 410,912,547	\$ 12,079,301

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending September 30, 2020 and December 31, 2019

	2020	2019	Change
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 1,260,452	\$ 2,179,560	
Construction Payables	3,606,216	5,681,948	
Salaries and Wages Payable	1,423,059	687,067	
Accrued Leave	3,481,154	3,481,154	
State Tax Payable	217,959	136,084	
Work Comp Reserves	322,087	322,087	
Revenue Bond Interest Payable	200,410	49,960	
Revenue Bonds Payable Current	3,713,000	3,713,000	
Deferred Revenue - Current	179,706	718,825	
Billing Service Deposits	1,218,734	1,436,999	
Unclaimed Refunds	14,137	8,516	
Total	\$ 15,636,914	\$ 18,415,201	\$ (2,778,287)
Long Term Liabilities			
Revenue Bond Payable	\$ 17,672,640	\$ 17,672,640	
Deferred Revenue	3,216,181	3,216,181	
Pension Liability	17,017,214	17,017,214	
Other Post-Employment Benefit Liability	15,508,879	15,508,879	
Other Non-Current Liabilities	101,266	147,721	
Total	\$ 53,516,180	\$ 53,562,636	\$ (46,455)
Other Liabilities			
Deposits by Consumers	\$ 1,905,445	\$ 1,794,454	
Project H2O	1,523	1,454	
Miscellaneous Liabilities	552,894	677,757	
Total	\$ 2,459,862	\$ 2,473,666	\$ (13,804)
TOTAL LIABILITIES	\$ 71,612,956	\$ 74,451,502	\$ (2,838,546)
DEFERRED INFLOWS OF RESOURCES			
Pension Related Amounts	\$ 4,819,541	\$ 4,819,541	
Other Post-Employment Benefit Amounts	2,179,719	2,179,719	
Total	\$ 6,999,260	\$ 6,999,260	\$ -
NET POSITION	\$ 344,379,632	\$ 329,461,785	\$ 14,917,847
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION	\$ 422,991,848	\$ 410,912,547	\$ 12,079,301

Des Moines Water Works
Statement of Earnings and Retained Earnings
For the Month Ended September 30, 2020, the Nine Months Ending September 30, 2020
and the Nine Months Ending September 30, 2019

	Current Month 2020	Year-To-Date 2020	Yearly Budget 2020	Actual vs. Budget Variance	Year-To-Date 2019	Year-To-Date Current vs. Prior Year
OPERATING REVENUE						
Water Sales	\$ 7,151,948	\$ 51,791,911	\$ 64,175,950	\$ (12,384,039)	\$ 46,384,646	\$ 5,407,265
Sewer Services - Runnells	9,611	72,469	80,215	(7,746)	64,485	7,984
Late Fees	39,266	253,909	325,000	(71,091)	275,616	(21,707)
Billed Debt Service	199,476	1,795,283	2,405,954	(610,671)	1,783,166	12,117
Other Sales and Services	358,931	1,836,068	2,694,043	(857,975)	2,075,307	(239,239)
Billing Services Revenue	166,927	1,261,889	1,864,661	(602,772)	1,222,306	39,583
Land Use Revenue	12,661	128,480	205,000	(76,520)	166,475	(37,995)
Connection Fees	132,408	485,517	850,000	(364,483)	656,635	(171,119)
Purchase Capacity	59,902	539,119	-	539,119	535,369	3,750
Cash Discount and Refunds	274	2,087	-	2,087	1,359	728
Total Operating Revenues	\$ 8,131,404	\$ 58,166,732	\$ 72,600,823	\$ (14,434,091)	\$ 53,165,364	\$ 5,001,367
OPERATING EXPENSES						
Labor	\$ 1,180,926	\$ 12,099,909	\$ 16,249,384	\$ 4,149,475	\$ 11,702,890	\$ (397,018)
Benefits	286,200	2,706,950	3,498,199	791,249	2,439,031	(267,919)
Retirement Benefits	391,122	3,762,212	5,010,843	1,248,631	3,381,041	(381,171)
Postage	52,916	350,272	480,000	129,728	368,265	17,993
Telephone	15,395	210,526	275,710	65,184	211,655	1,129
Insurance	77,415	767,331	1,271,500	504,169	765,843	(1,488)
Casualty Loss	19,276	40,332	100,000	59,668	27,904	(12,428)
Loss on Bad Accounts	13,075	123,245	100,000	(23,245)	114,152	(9,093)
Purchased Services	538,600	6,331,807	9,115,836	2,784,029	5,308,809	(1,022,998)
Training	284	15,003	170,870	155,867	67,536	52,533
Materials and Equipment	390,599	2,842,844	3,827,146	984,302	2,958,731	115,887
Chemicals	415,501	3,792,116	5,188,414	1,396,298	3,576,303	(215,813)
Utilities	398,646	2,117,017	3,021,388	904,371	1,932,013	(185,004)
Gasoline/Fuel	28,229	171,773	236,261	64,488	193,732	21,959
Total Operating Expense	\$ 3,808,184	\$ 35,331,337	\$ 48,545,551	\$ 13,214,214	\$ 33,047,905	\$ (2,283,431)
Depreciation Expense	\$ 836,416	7,650,032	10,597,411	2,947,379	7,535,105	(114,927)
Net Income from Operations	3,486,804	15,185,363	13,457,861	1,727,502	12,582,354	2,603,008
Other Income (Expense) :						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ 3,330,870	\$ (3,330,870)
Contributions From Subdividers	-	-	-	-	-	-
Investment Income	28,097	113,924	147,500	(33,576)	131,093	(17,169)
Net Change - Investment Values	(24,702)	68,196	-	68,196	203,813	(135,617)
Interest Expense / Amortization	(49,960)	(449,636)	(598,373)	148,737	(528,156)	78,520
Gain/Loss on Fixed Assets	-	-	-	-	200	(200)
Other Income/Expense	-	-	-	-	610,000	(610,000)
Other Income (Expense), net	\$ (46,565)	\$ (267,516)	\$ (450,873)	\$ 183,357	\$ 3,747,820	\$ (4,015,336)
Net Earnings	<u>\$ 3,440,239</u>	<u>\$ 14,917,847</u>	<u>\$ 13,006,988</u>	<u>\$ 1,910,859</u>	<u>\$ 16,330,174</u>	<u>\$ (1,412,328)</u>
Retained Earnings, January 1		\$ 329,461,785			\$ 302,896,862	
Ending Retained Earnings		<u>\$ 344,379,632</u>			<u>\$ 319,227,036</u>	

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
FOR THE MONTH ENDED SEPTEMBER 30, 2020**

BOND RESERVES

	Balance at 8/31/2020	Additions	Deductions	Balance at 9/30/2020
Cash on Hand	\$3,001,234	359,219	-	\$3,360,453
U.S. Government Securities	\$4,401,854	-	742	4,401,112
Total Bond Reserves	\$7,403,088	\$359,219	\$742	\$7,761,566

The average annual interest earned was 1.84%.

INVESTED RESERVES

	Balance at 8/31/2020	Additions	Deductions	Balance at 9/30/2020
Operating				
Cash on Hand	\$2,134,208	2,027,552	2,019,902	\$2,141,858
U.S. Government Securities	\$10,018,439	2,019,219	2,010,330	10,027,328
Total Invested Reserves	\$12,152,647	\$4,046,771	\$4,030,232	\$12,169,186

The average annual interest earned was 1.72%.

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
YEAR TO DATE 2020**

PENSION FUND

	Balance 1/1/2020	Transfers, Expenses & Deposits	Benefit Payments	Investment Return	Balance at 9/30/2020	YTD % Return
<i>Fixed Income</i>						
Mellon Capital Mgmt - Bond Market Index	9,794,828	2,835,903	(2,436,888)	585,000	10,778,843	6.81%
Neuberger Berman / Mellon / DDJ - High Yield I	1,394,349	13,057		(7,070)	1,400,336	-0.50%
Principal Global Investors - Income	15,445,486	(887,141)	277	1,047,179	15,605,801	6.75%
<i>Large U.S. Equity</i>						
Principal Global Investors - Equity Income	6,322,203	398,084		(485,649)	6,234,638	-7.62%
Principal Global Investors - Large Cap S&P 500 Index	2,723,777	896,306		183,120	3,803,203	6.64%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,463,754	(1,563,432)		1,438,032	6,338,354	22.23%
<i>Small/Mid U.S. Equity</i>						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	920,564	(124,340)		134,726	930,950	14.59%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	457,547	94,347		(93,153)	458,741	-20.13%
AB / Brown / Emerald - Small Cap Growth I	471,365	(70,014)		62,639	463,991	13.26%
LA Capital Mgmt / Victory - Mid Cap Value I	919,864	93,028		(96,346)	916,546	-10.39%
<i>International Equity</i>						
Principal Global Investors - International Emerging Markets	1,740,287	(1,687,648)		(52,639)	(0)	-3.02%
Causeway / Barrow Hanley - Overseas	3,307,857	(319,099)		(512,069)	2,476,690	-15.42%
Principal Global Investors / DFA - International Small Cap	1,719,603	55,131		(118,776)	1,655,958	-6.86%
Principal Global Investors - Diversified International	3,262,146	483,540		4,406	3,750,092	0.13%
Origin Asset Management LLP - Origin Emerging Markets	-	1,545,868		102,653	1,648,521	6.08%
<i>Balanced / Asset Allocation</i>						
Multiple Sub-Advisors - Diversified Real Asset	1,137,004	(1,057,064)		(79,940)	(0)	-6.99%
Total Principal Financial	\$ 56,080,636	\$ 706,524	\$ (2,436,611)	\$ 2,112,114	\$ 56,462,663	3.83%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

	YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating						
Office of the CEO/General Manager	\$681,429	\$1,314,869	\$0	\$1,314,869	\$633,440	52%
Customer Service	\$2,948,779	\$4,569,179	\$0	\$4,569,179	\$1,620,400	65%
Engineering	\$1,289,747	\$1,670,449	\$0	\$1,670,449	\$380,702	77%
Finance	\$3,292,142	\$4,116,807	\$0	\$4,116,807	\$824,665	80%
Human Resources	\$444,322	\$740,478	\$0	\$740,478	\$296,156	60%
Information Technology	\$1,874,435	\$2,901,195	\$0	\$2,901,195	\$1,026,760	65%
Office of the Chief Operating Officer	\$3,656,928	\$3,125,954	\$0	\$3,125,954	(\$530,974)	117%
Water Distribution	\$6,050,228	\$8,811,160	\$0	\$8,811,160	\$2,760,932	69%
Water Production	\$15,093,325	\$21,295,460	\$0	\$21,295,460	\$6,202,135	71%
Total Operating	\$35,331,337	\$48,545,551	\$0	\$48,545,551	\$13,214,216	73%
Capital						
Office of the CEO/General Manager	\$0	\$0	\$0	\$0	\$0	No Budget
Customer Service	\$916,967	\$1,288,321	\$0	\$1,288,321	\$371,354	71%
Engineering	\$2,746,321	\$23,261,578	\$1,390,400	\$24,651,978	\$21,905,657	11%
Finance	\$0	\$0	\$0	\$0	\$0	No Budget
Human Resources	\$0	\$0	\$0	\$0	\$0	No Budget
Information Technology	\$729,060	\$325,664	\$673,000	\$998,664	\$269,604	73%
Office of the Chief Operating Officer	\$0	\$0	\$0	\$0	\$0	No Budget
Water Distribution	\$348,467	\$987,820	\$0	\$987,820	\$639,353	35%
Water Production	\$958,632	\$1,662,529	\$0	\$1,662,529	\$703,897	58%
Total Capital	\$5,699,446	\$27,525,912	\$2,063,400	\$29,589,312	\$23,889,865	19%
Total Project Costs	\$41,030,782	\$76,071,463	\$2,063,400	\$78,134,863	\$37,104,081	53%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Office of the CEO/General Manager

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
950-200	New Business, Community & Economic Dev	\$59,308	\$80,865	\$0	\$80,865	\$21,557	73%
996-001	CEO Department Administration	\$296,157	\$296,653	\$0	\$296,653	\$496	100%
996-030	Board Activities	\$175,733	\$602,653	\$0	\$602,653	\$426,920	29%
996-200	Business Strategies	\$42,356	\$97,891	\$0	\$97,891	\$55,535	43%
996-210	Project Management	\$67,127	\$97,462	\$0	\$97,462	\$30,335	69%
995-010	Public Policy - WS Advocate	\$40,747	\$139,345	\$0	\$139,345	\$98,598	29%
Total Operating		\$681,429	\$1,314,869	\$0	\$1,314,869	\$633,440	52%
OCEO Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	\$0
Total Office of CEO/General Manager		\$681,429	\$1,314,869	\$0	\$1,314,869	\$633,440	52%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Customer Service

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
950-001	Cust Svc Dept Administration	\$1,348,716	\$1,959,084	\$0	\$1,959,084	\$610,368	69%
950-100	Contact Center Operations	\$737,735	\$1,082,443	\$0	\$1,082,443	\$344,708	68%
950-300	Communications/PR	\$85,469	\$199,019	\$0	\$199,019	\$113,550	43%
950-600	Field Customer Service	\$776,859	\$1,328,633	\$0	\$1,328,633	\$551,774	58%
	Total Operating	\$2,948,779	\$4,569,179	\$0	\$4,569,179	\$1,620,400	65%
Capital							
955-060	Field Cust Svc Capital	\$905,941	\$1,288,321	\$0	\$1,288,321	\$382,380	70%
925-160	Radio Frequency Project	\$11,027	\$0	\$0	\$0	(\$11,027)	No Budget
	Total Capital	\$916,967	\$1,288,321	\$0	\$1,288,321	\$371,354	71%
Total Customer Service		\$3,865,747	\$5,857,500	\$0	\$5,857,500	\$1,991,753	66%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Engineering

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
940-001	Engineering Dept Administration	\$1,195,428	\$1,544,529	\$0	\$1,544,529	\$349,101	77%
940-010	Engineering Studies	\$94,319	\$125,920	\$0	\$125,920	\$31,601	75%
	Total Operating	\$1,289,747	\$1,670,449	\$0	\$1,670,449	\$380,702	77%
Capital							
945-010	Facility Management	\$82,181	\$2,835,207	\$40,800	\$2,876,007	\$2,793,826	3%
945-011	West Des Moines ASR	\$263	\$0	\$0	\$0	(\$263)	No Budget
945-080	WMR - Des Moines	\$491,937	\$5,660,667	\$250,000	\$5,910,667	\$5,418,730	8%
945-090	WMR - Polk County	\$68,217	\$3,368,047	\$0	\$3,368,047	\$3,299,830	2%
945-095	WMR - Windsor Heights	\$119,757	\$779,316	\$0	\$779,316	\$659,559	15%
945-100	WMR - Pleasant Hill	\$11,839	\$360,932	\$0	\$360,932	\$349,093	3%
945-180	Raw Water McMullen	\$37,927	\$1,399,114	\$0	\$1,399,114	\$1,361,187	3%
945-200	Development Plan Review & Inspection	\$196,952	\$190,588	\$0	\$190,588	(\$6,364)	103%
945-210	Core Network Feeder Mains	\$13,667	\$0	\$0	\$0	(\$13,667)	No Budget
945-220	Fleur Drive Treatment Plant	\$329,141	\$3,712,840	(\$26,833)	\$3,686,007	\$3,356,866	9%
945-225	McMullen Treatment Plant	\$773	\$0	\$0	\$0	(\$773)	No Budget
945-228	Saylorville Water Treatment Plant	\$237,347	\$929,068	\$562,433	\$1,491,501	\$1,254,154	16%
945-230	Remote Facilities - Pumping & Storage	\$418,692	\$0	\$564,000	\$564,000	\$145,308	74%
945-235	Joint NW Storage, PS and Feeder Mains	\$123,759	\$1,923,638	\$0	\$1,923,638	\$1,799,879	6%
945-240	DMWW Park Foundation	\$241,179	\$0	\$0	\$0	(\$241,179)	No Budget
945-245	Joint SW Storage, PS and Feeder Mains	\$340,641	\$2,102,161	\$0	\$2,102,161	\$1,761,520	16%
945-250	Waukee-Xenia Feeder Main & Pump Station	\$32,050	\$0	\$0	\$0	(\$32,050)	No Budget
	Total Capital	\$2,746,321	\$23,261,578	\$1,390,400	\$24,651,978	\$21,905,657	11%
Total Engineering		\$4,036,069	\$24,932,027	\$1,390,400	\$26,322,427	\$22,286,358	15%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Finance

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
930-001	Finance Dept Administration	\$687,394	\$903,831	\$0	\$903,831	\$216,437	76%
930-010	Financial Services	\$1,335,749	\$1,901,942	\$0	\$1,901,942	\$566,193	70%
930-090	Purchasing	\$75,469	\$80,314	\$0	\$80,314	\$4,845	94%
950-410	A/R Management	\$968,077	\$910,046	\$0	\$910,046	(\$58,031)	106%
970-010	Central Stores	\$86,250	\$120,674	\$0	\$120,674	\$34,425	71%
970-500	GDMBG Operations and Maintenance	\$139,203	\$200,000	\$0	\$200,000	\$60,797	70%
	Total Operating	\$3,292,142	\$4,116,807	\$0	\$4,116,807	\$824,665	80%
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		\$3,292,142	\$4,116,807	\$0	\$4,116,807	\$824,665	80%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Human Resources

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
910-001	HR Dept Administration	\$166,486	\$256,953	\$0	\$256,953	\$90,467	65%
910-010	Employee Relations	\$138,300	\$200,073	\$0	\$200,073	\$61,773	69%
910-060	Employment	\$42,701	\$58,642	\$0	\$58,642	\$15,941	73%
910-110	Compensation/Benefits	\$96,119	\$146,705	\$0	\$146,705	\$50,586	66%
910-150	Employee Learning & Growth	\$716	\$78,105	\$0	\$78,105	\$77,389	1%
	Total Operating	\$444,322	\$740,478	\$0	\$740,478	\$296,156	60%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$444,322	\$740,478	\$0	\$740,478	\$296,156	60%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Information Technology

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
920-001	IT Dept Administration	\$480,103	\$686,056	\$0	\$686,056	\$205,953	70%
920-160	Technical Services	\$137,201	\$267,559	\$0	\$267,559	\$130,358	51%
920-240	IT Development & Application Svcs	\$14,537	\$66,389	\$0	\$66,389	\$51,852	22%
920-250	IT Services	\$689,326	\$1,149,218	\$0	\$1,149,218	\$459,892	60%
920-350	System Services	\$553,268	\$731,973	\$0	\$731,973	\$178,705	76%
	Total Operating	\$1,874,435	\$2,901,195	\$0	\$2,901,195	\$1,026,760	65%
Capital							
925-010	Info Systems Capital	\$729,060	\$325,664	\$673,000	\$998,664	\$269,604	73%
	Total Capital	\$729,060	\$325,664	\$673,000	\$998,664	\$269,604	73%
Total Information Technology		\$2,603,495	\$3,226,859	\$673,000	\$3,899,859	\$1,296,364	67%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Office of the Chief Operating Officer

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
993-000	OCOO Dept Administration	\$847	\$70,841	\$0	\$70,841	\$69,994	1%
960-510	Risk & Incident Management	\$1,752,161	\$869,491	\$0	\$869,491	(\$882,670)	202%
910-240	Safety	\$148,008	\$244,824	\$0	\$244,824	\$96,816	60%
970-060	Grounds Maintenance	\$524,440	\$705,798	\$0	\$705,798	\$181,358	74%
	Department Operating	\$2,425,456	\$1,890,954	\$0	\$1,890,954	(\$534,502)	128%
960-511	Flood Response & Repairs	\$355	\$0	\$0	\$0	(\$355)	No Budget
970-060	Grounds Maintenance - PILOT	\$1,231,117	\$1,235,000	\$0	\$1,235,000	\$3,883	100%
	Total Operating	\$3,656,928	\$3,125,954	\$0	\$3,125,954	(\$530,974)	117%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Office of the COO		\$3,656,928	\$3,125,954	\$0	\$3,125,954	(\$530,974)	117%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Water Distribution

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
960-001	Water Dist Dept Administration	\$2,466,265	\$3,694,971	\$0	\$3,694,971	\$1,228,706	67%
960-010	Distribution Administration	\$97,141	\$145,454	\$0	\$145,454	\$48,313	67%
960-100	Dist System Maint/Repairs	\$2,077,963	\$2,930,645	\$0	\$2,930,645	\$852,682	71%
960-160	Water Distribution Support	\$357,751	\$487,846	\$0	\$487,846	\$130,095	73%
960-180	Leak Detection	\$505,820	\$642,288	\$0	\$642,288	\$136,468	79%
960-250	Distribution Billed Services	\$401,852	\$694,899	\$0	\$694,899	\$293,047	58%
960-500	Distribution Water Quality	\$143,436	\$215,057	\$0	\$215,057	\$71,621	67%
	Total Operating	\$6,050,228	\$8,811,160	\$0	\$8,811,160	\$2,760,932	69%
Capital							
965-010	Distribution System Improvements	\$304,428	\$937,960	\$0	\$937,960	\$633,532	32%
965-025	Dist Billed Services Capital	\$40,295	\$42,460	\$0	\$42,460	\$2,166	95%
965-200	Leak Detection Equipment	\$3,745	\$7,400	\$0	\$7,400	\$3,655	51%
	Total Capital	\$348,467	\$987,820	\$0	\$987,820	\$639,353	35%
Total Water Distribution		\$6,398,695	\$9,798,980	\$0	\$9,798,980	\$3,400,285	65%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended September 30, 2020
75% of Year Completed

Water Production

		YTD Actual	Yearly Budget 2020	Budget Adjustment / Carry Over	Net Yearly 2020 Budget	Variance	% of Budget
Operating							
970-110	Facility Maintenance	\$407,950	\$568,812	\$0	\$568,812	\$160,862	72%
970-200	Vehicle Maintenance	\$648,563	\$1,001,861	\$0	\$1,001,861	\$353,298	65%
970-360	Communication Sys Maintenance	\$24,550	\$58,067	\$0	\$58,067	\$33,517	42%
970-450	HVAC Operations & Maintenance	\$94,106	\$117,671	\$0	\$117,671	\$23,565	80%
980-001	Water Production Dept Admin	\$2,757,979	\$3,673,644	\$0	\$3,673,644	\$915,665	75%
980-010	Water Production Operations	\$834,690	\$1,035,072	\$0	\$1,035,072	\$200,382	81%
980-020	Fleur Treatment Chem/Energy	\$3,768,855	\$5,612,008	\$0	\$5,612,008	\$1,843,153	67%
980-030	McMullen Treatment Chem/Energy	\$2,226,928	\$2,999,779	\$0	\$2,999,779	\$772,851	74%
980-040	Saylorville Treatment Chem/Energy	\$759,621	\$1,182,558	\$0	\$1,182,558	\$422,937	64%
980-200	Fleur Plant Maintenance	\$1,166,761	\$1,851,937	\$0	\$1,851,937	\$685,176	63%
980-250	McMullen Plant Maintenance	\$397,961	\$581,096	\$0	\$581,096	\$183,135	68%
980-300	Saylorville Plant Maintenance	\$381,789	\$518,168	\$0	\$518,168	\$136,379	74%
980-350	WP Maintenance Oversight	\$125,210	\$129,302	\$0	\$129,302	\$4,092	97%
980-410	Louise P. Moon Pumping & Maint.	\$380,218	\$496,835	\$0	\$496,835	\$116,617	77%
980-420	PC PS Maintenance	\$117,767	\$142,693	\$0	\$142,693	\$24,926	83%
980-430	DM Remote Storage & Pumping	\$494,557	\$627,483	\$0	\$627,483	\$132,926	79%
980-500	Routine Laboratory Monitoring	\$350,230	\$386,482	\$0	\$386,482	\$36,252	91%
980-520	Microbiology Program	\$129,771	\$162,826	\$0	\$162,826	\$33,055	80%
980-530	Pilot Plant/Research	\$13,112	\$53,883	\$0	\$53,883	\$40,771	24%
980-540	Source Water Quality Monitoring	\$12,707	\$95,283	\$0	\$95,283	\$82,576	13%
Total Operating		\$15,093,325	\$21,295,460	\$0	\$21,295,460	\$6,202,135	71%
Capital							
985-010	Water Production Reinvestment	\$635,462	\$862,529	\$0	\$862,529	\$227,067	74%
975-010	Vehicle Capital	\$323,170	\$800,000	\$0	\$800,000	\$476,830	40%
Total Capital		\$958,632	\$1,662,529	\$0	\$1,662,529	\$703,897	58%
Total Water Production		\$16,051,957	\$22,957,989	\$0	\$22,957,989	\$6,906,032	70%

Consent Agenda
Item 1-C

MONTHLY SCHEDULE FOR THE MONTH OF SEPTEMBER 2020

BANKERS TRUST OPERATING FUND	Investment Purchased	2,019,902.45
ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	4,186,543.71
EMPLOYEE PAYROLL	Bi Weekly Payrolls	<u>739,629.92</u>
TOTAL		<u><u>\$4,926,173.63</u></u>

PAYMENTS FOR SEPTEMBER, 2020

PeopleSoft Financials

Report ID: DWAPR002.sqr

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
429	Treasurer State of Iowa	Iowa State Sales Tax Payable	\$87,176.00
437	Treasurer State of Iowa	Iowa State Sales Tax Payable	64,635.00
446	Treasurer State of Iowa	Iowa Water Excise Tax Payable	144,471.00
454	Treasurer State of Iowa	Iowa Water Excise Tax Payable	98,944.00
90320	City of Des Moines	Employee Health Insurance	301,201.39
90420	Principal Life Insurance	Deferred Compensation Payable	59,049.98
91820	Principal Life Insurance	Deferred Compensation Payable	59,218.88
93020	Discovery Benefits	Flex Spending - Reimbursements	2,179.25
178232	ADP, LLC	Purchased Services	8,176.13
200904	Des Moines Water Works Credit Union	Credit Union Payable	40,526.63
200918	Des Moines Water Works Credit Union	Credit Union Payable	40,783.00
247938	Warren County Engineer	Purchased Services	50.00
247939	AFSCME	Union Dues Payable	90.55
247940	Master Single Payment Vendor	Refunds	175.84
247941	Master Single Payment Vendor	Refunds	139.03
247942	Master Single Payment Vendor	Refunds	4.41
247943	Master Single Payment Vendor	Refunds	56.76
247944	Acme Tools	Inventory	72.94
247945	Aerotek Commercial Staffing	Purchased Services	1,032.00
247946	Air-Mach Air Compressor &	Inventory	367.00
247947	Applied Industrial Technologies	Inventory	415.19
247948	Master Single Payment Vendor	Refunds	144.14
247949	Master Single Payment Vendor	Refunds	46.84
247950	Master Single Payment Vendor	Refunds	141.72
247951	Master Single Payment Vendor	Refunds	75.08
247952	Master Single Payment Vendor	Refunds	32.18
247953	Voided Check		0.00
247954	Bankers Trust Company	Corporate Credit Card	1,715.31
247955	Bearing Distributors Inc.	Inventory	1,349.78
247956	Bearing Headquarters Company	Inventory	629.00
247957	Blackburn Manufacturing Company	Inventory	228.46
247958	Bob Brown Chevrolet, Inc.	Vehicle Maintenance Materials	177.28
247959	Master Single Payment Vendor	Refunds	74.52
247960	CPI International	Materials & Supplies	1,819.74
247961	Canon Financial Services INC	Printing & Copies	982.53
247962	Capital Sanitary Supply	Inventory	46.56
247963	Carquest	Vehicle Maintenance Materials	765.15
247964	Central Iowa Ready Mix	Concrete	285.00
247965	CenturyLink	Telephone Services	331.75
247966	Certified Power, Inc.	Purchased Services	282.38
247967	Cintas	Purchased Services	2,278.26
247968	City Supply Corporation	Materials & Supplies	102.96
247969	Commercial Bag & Supply Co	Inventory	447.50
247970	Consumer Energy	Electrical Power	354.73
247971	Contract Specialty, L.C.	Park Materials	205.28
247972	Copy Systems, Inc.	Printing & Copies	24.72
247973	Core and Main	Inventory	2,250.58
247974	D.J. Gongol & Associates, Inc	Materials & Supplies	991.65
247975	Master Single Payment Vendor	Refunds	96.53
247976	Master Single Payment Vendor	Refunds	75.24
247977	Dude Solutions, Inc	Purchased Services	1,797.60
247978	Dultmeier Sales LLC	Inventory	175.08
247979	Master Single Payment Vendor	Refunds	66.41
247980	Electrical Engineering & Equipment Co.	Materials & Supplies	1,690.77
247981	Electronic Engineering Company	Purchased Services	1,394.00
247982	FCS Group Inc	Consultants	517.50
247983	Factory Motor Parts Company	Vehicle Maintenance Materials	455.02

PAYMENTS FOR SEPTEMBER, 2020

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247984	Fastenal Company	Inventory	50.61
247985	Fluid Technology Corporation	Inventory	28.70
247986	Garratt-Callahan Company	Purchased Services	500.00
247987	Gilcrest Jewett Lumber Company	Inventory	208.69
247988	Graybar Electric Company	Materials & Supplies	812.35
247989	Master Single Payment Vendor	Refunds	39.49
247990	Master Single Payment Vendor	Refunds	20.53
247991	Hach Chemical Company	Inventory	97.04
247992	Hawkins Water Treatment Group	Inventory	260.00
247993	IP Pathways, LLC	Purchased Services	78.25
247994	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
247995	Image Solutions	Materials & Supplies	287.80
247996	Industrial Scientific Corporation	Subscriptions	2,315.03
247997	Interstate Power Systems, Inc	Purchased Services	721.00
247998	Iowa Prison Industries	Materials & Supplies	381.65
247999	Master Single Payment Vendor	Refunds	11.70
248000	Master Single Payment Vendor	Refunds	156.48
248001	Master Single Payment Vendor	Refunds	9.17
248002	Master Single Payment Vendor	Refunds	17.38
248003	Master Single Payment Vendor	Refunds	157.72
248004	Master Single Payment Vendor	Refunds	129.31
248005	John Boyt Industrial Sewing	Purchased Services	120.00
248006	Johnstone Supply	Materials & Supplies	463.16
248007	Master Single Payment Vendor	Refunds	162.64
248008	Master Single Payment Vendor	Refunds	58.70
248009	Kryger Glass	Purchased Services	616.56
248010	LSR+ Inc.	Purchased Services	454.75
248011	Levi Hilton	Billed Services	225.00
248012	Logan Contractors Supply, Inc.	Inventory	313.00
248013	Master Single Payment Vendor	Refunds	103.00
248014	Master Single Payment Vendor	Refunds	108.98
248015	Master Single Payment Vendor	Refunds	124.12
248016	Master Single Payment Vendor	Refunds	134.03
248017	Master Single Payment Vendor	Refunds	693.65
248018	Master Single Payment Vendor	Refunds	65.34
248019	Master Single Payment Vendor	Refunds	121.02
248020	Master Single Payment Vendor	Refunds	18.35
248021	McCrometer	Inventory	109.02
248022	McMaster-Carr Supply Company	Materials & Supplies	804.37
248023	Menard's	Materials & Supplies	158.99
248024	Midwest Office Technology, Inc.	Printing & Copies	781.50
248025	Midwest Wheel Companies	Vehicle Maintenance Materials	89.63
248026	Millennium Filters LLC	Inventory	110.38
248027	Motion Industries	Inventory	42.92
248028	Master Single Payment Vendor	Refunds	45.64
248029	Master Single Payment Vendor	Refunds	96.61
248030	One Source	Purchased Services	50.00
248031	Ottosen Oil Company	Materials & Supplies	118.80
248032	Master Single Payment Vendor	Refunds	5.81
248033	Plumb Supply Company	Inventory	452.84
248034	Polk County Public Works Dept	Purchased Services	1,906.23
248035	Power Seal	Inventory	1,859.57
248036	Premier Safety	Inventory	181.56
248037	Master Single Payment Vendor	Refunds	76.51
248038	Radwell International	Materials & Supplies	1,392.00
248039	Master Single Payment Vendor	Refunds	91.75
248040	Master Single Payment Vendor	Refunds	198.18

PAYMENTS FOR SEPTEMBER, 2020

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248041	Secretary of State	Licenses & Certifications	30.00
248042	Sherwin Williams	Materials & Supplies	75.36
248043	Softing Inc	Inventory	1,723.00
248044	Stanley Consultants	Contractors	513.00
248045	Star Equipment, Ltd.	Contractors	108.00
248046	State Steel	Vehicle Maintenance Materials	432.48
248047	Stetson Building Products	Inventory	417.84
248048	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	85.50
248049	Stivers	Vehicle Maintenance Materials	51.89
248050	Stover Controls	Inventory	457.14
248051	Strauss Security Solutions	Materials & Supplies	323.00
248052	Master Single Payment Vendor	Refunds	84.45
248053	Tension Envelope Corporation	Inventory	2,056.50
248054	The HR Specialist	Subscriptions	199.00
248055	Total Tool	Inventory	333.53
248056	U.S. Autoforce	Vehicle Maintenance Materials	1,085.56
248057	UPS	Delivery/Freight	5.96
248058	USA Bluebook	Inventory	16.96
248059	USA Safety Supply Corp	Inventory	157.82
248060	United Rentals	Purchased Services	525.66
248061	United Seeds, inc.	Park Materials	185.00
248062	Utilimaster	Vehicle Maintenance Materials	56.03
248063	Utility Equipment Company	Inventory	1,472.87
248064	Valley Environmental	Purchased Services	50.00
248065	Van Meter Industrial, Inc.	Materials & Supplies	121.76
248066	Vessco	Inventory	862.34
248067	Master Single Payment Vendor	Refunds	115.20
248068	Waste Management of Iowa Inc.	Purchased Services	343.32
248069	West Des Moines Water Works	Sewer	51.43
248070	Master Single Payment Vendor	Unclaimed Refunds	153.87
248071	AFSCME Local 3861-3	Union Dues Payable	2,809.28
248072	Air Products	Inventory	16,172.10
248073	Barr Engineering Company	Contractors	2,635.00
248074	Bonnie's Barricades	Contractors	9,328.20
248075	Business Furniture Warehouse	Office Equipment	3,043.00
248076	CONVERGEONE, INC	Maintenance Contracts	5,755.20
248077	CTI Ready Mix	Concrete	11,875.00
248078	CarbPure	Inventory	26,558.00
248079	Carus Chemical	Inventory	31,808.00
248080	City of Alleman	Alleman Payable	8,164.77
248081	City of Cumming	Billing Service Revenue	4,986.80
248082	City of Pleasant Hill	Billing Service Revenue	214,287.77
248083	City of Runnells	Billing Service Revenue	6,207.17
248084	City of Windsor Heights	Billing Service Revenue	52,738.60
248085	Creditron	Materials & Supplies	4,803.00
248086	Douglas K. Oscarson	Consultants	7,226.10
248087	Eurofins Abraxis LLC	Inventory	4,824.00
248088	Fil-Trek	Inventory	2,587.00
248089	Grainger, Inc.	Inventory	2,766.71
248090	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	25,177.11
248091	HomeServe USA	Billing Service Revenue	193,091.61
248092	IDEXX Laboratories, Inc.	Materials & Supplies	6,708.87
248093	Kemetco Research Inc	Materials & Supplies	4,830.00
248094	Kemira Water Solutions, Inc	Inventory	18,498.62
248095	MSC Industrial Supply Company	Inventory	3,233.53
248096	Malloy Electric	Materials & Supplies	4,371.34
248097	Mead O'Brien, Inc.	Materials & Supplies	7,684.68

PAYMENTS FOR SEPTEMBER, 2020

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248098	Mississippi Lime Company	Inventory	73,663.94
248099	Municipal Supply, Inc.	Inventory	37,101.60
248100	Neptune Technology Group Inc	Materials & Supplies	5,043.20
248101	Polk County	Billing Service Revenue	74,133.65
248102	Polk County Treasurer	Billing Service Revenue	24,407.81
248103	Pratum, Inc	Purchased Services	7,050.00
248104	Synagro Central, LLC	Contractors	167,404.35
248105	Terracon	Contractors	3,700.00
248106	United Power & Battery	Contractors	4,190.00
248107	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	46,300.11
248108	Vertex Chemical Corporation	Inventory	3,351.20
248109	Voya Financial	Insurance Withholding	10,193.62
248110	Waldinger Corporation	Contractors	14,936.42
248111	Warren Water District	Purchased Services	3,116.10
248112	Woodland Lake Estate Association	Woodland Lakes Estates Payable	4,023.87
248113	Ziegler Inc.	Contractors	5,312.85
248114	Master Single Payment Vendor	Refunds	41.81
248115	Master Single Payment Vendor	Refunds	114.73
248116	Master Single Payment Vendor	Unclaimed Refunds	57.23
248117	Acme Tools	Inventory	345.90
248118	Aerotek Commercial Staffing	Purchased Services	1,032.00
248119	Airgas North Central	Inventory	71.33
248120	Amazon Capital Services Inc	Materials & Supplies	935.89
248121	Armored Knights., Inc	Purchased Services	417.30
248122	Master Single Payment Vendor	Refunds	176.66
248123	Master Single Payment Vendor	Refunds	138.75
248124	Master Single Payment Vendor	Refunds	160.55
248125	Master Single Payment Vendor	Refunds	5.49
248126	CFI Tire Service	Purchased Services	2,130.00
248127	Master Single Payment Vendor	Refunds	17.80
248128	Master Single Payment Vendor	Refunds	5.49
248129	Master Single Payment Vendor	Refunds	65.89
248130	Capital Sanitary Supply	Inventory	328.24
248131	Care Promotions	Office Supplies	39.21
248132	Carquest	Vehicle Maintenance Materials	691.14
248133	Central Service & Supply, Inc.	Purchased Services	427.00
248134	Central State Scaffolding	Purchased Services	940.00
248135	Charles Steele	Safety Boots	42.56
248136	Cintas	Materials & Supplies	1,413.60
248137	City Supply Corporation	Inventory	46.40
248138	Combined Systems Technology, Inc.	Inventory	120.58
248139	Commercial Bag & Supply Co	Inventory	33.50
248140	Construction & Aggregate Products, Inc.	Materials & Supplies	5.40
248141	Contract Specialty, L.C.	Park Materials	115.00
248142	Contractor Solutions	Purchased Services	612.00
248143	Copy Systems, Inc.	Maintenance Contracts	130.54
248144	Core and Main	Inventory	1,159.18
248145	Corrosion Fluid Products	Inventory	1,259.34
248146	D.J. Gongol & Associates, Inc	Inventory	37.13
248147	Master Single Payment Vendor	Refunds	46.54
248148	DLT Solutions LLC	Maintenance Contracts	2,427.00
248149	Dell Marketing L.P.	Materials & Supplies	152.42
248150	Dultmeier Sales LLC	Inventory	511.32
248151	Master Single Payment Vendor	Refunds	63.60
248152	Electrical Engineering & Equipment Co.	Materials & Supplies	60.56
248153	Elliott Service Group	Purchased Services	206.00
248154	Engine Rebuilders Inc	Vehicle Maintenance Materials	435.53

PAYMENTS FOR SEPTEMBER, 2020

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248155	Ferrellgas, Inc.	Vehicle Maintenance Materials	81.28
248156	First Choice Coffee	Food & Beverages	242.00
248157	Fisher Scientific	Inventory	458.08
248158	Gilcrest Jewett Lumber Company	Inventory	207.70
248159	Grainger, Inc.	Inventory	1,782.77
248160	Graybar Electric Company	Inventory	1,126.01
248161	Hotsy Cleaning Systems	Vehicle Maintenance Materials	399.50
248162	Ingersoll Rand	Inventory	175.18
248163	Insight Public Sector, Inc	Materials & Supplies	1,064.99
248164	Iowa Prison Industries	Materials & Supplies	123.86
248165	Iowa Public Radio	Advertising	806.40
248166	J. A. King & Company LLC	Purchased Services	174.85
248167	Johnstone Supply	Materials & Supplies	129.58
248168	Master Single Payment Vendor	Refunds	40.81
248169	Master Single Payment Vendor	Refunds	142.22
248170	Master Single Payment Vendor	Refunds	118.81
248171	Master Single Payment Vendor	Refunds	128.85
248172	Larry's Window Service, Inc.	Purchased Services	110.00
248173	Logan Contractors Supply, Inc.	Inventory	905.84
248174	Louis Luncsford	Casualty Losses	1,000.00
248175	LubeTech	Inventory	218.03
248176	Master Single Payment Vendor	Refunds	151.71
248177	Master Single Payment Vendor	Refunds	81.69
248178	Master Single Payment Vendor	Refunds	92.69
248179	Master Single Payment Vendor	Refunds	99.15
248180	MSC Industrial Supply Company	Inventory	87.59
248181	Master Single Payment Vendor	Refunds	200.00
248182	McMaster-Carr Supply Company	Inventory	1,053.35
248183	Menard's	Materials & Supplies	238.53
248184	Messerschmitt Ice	Park Materials	292.05
248185	Midwest Office Technology, Inc.	Data Processing Equipment	599.00
248186	Master Single Payment Vendor	Refunds	33.09
248187	Master Single Payment Vendor	Refunds	1,133.85
248188	Nichols Equipment LLC	Contractors	912.00
248189	Nite Owl Printing	Printing & Copies	1,972.00
248190	Northern Tool and Equipment	Vehicle Maintenance Materials	209.99
248191	O'Keefe Elevator Company Inc.	Purchased Services	520.00
248192	Master Single Payment Vendor	Refunds	84.25
248193	Master Single Payment Vendor	Refunds	98.90
248194	Perkin-Elmer Corporation	Maintenance Contracts	604.00
248195	Plumb Supply Company	Inventory	1,765.55
248196	Power Seal	Inventory	2,216.61
248197	Praxair Distribution Inc.	Tools	135.35
248198	Precision Midwest	Office Supplies	1,215.00
248199	Premier Safety	Inventory	35.69
248200	Quest Engineering Inc	Inventory	345.82
248201	REW Services Corp	Contractors	180.00
248202	Master Single Payment Vendor	Refunds	115.67
248203	Master Single Payment Vendor	Refunds	22.47
248204	Master Single Payment Vendor	Refunds	500.00
248205	Railroad Management Company IV LLC	Purchased Services	529.98
248206	Reppert Rigging & Hauling Co.	Contractors	400.00
248207	Revenue Advantage	Purchased Services	1,900.00
248208	Roy's Towing and Recovery	Purchased Services	507.50
248209	Master Single Payment Vendor	Refunds	71.28
248210	Servicemaster Commercial Carpet, Inc.	Purchased Services	541.00
248211	Springer Pest Solutions DSM	Purchased Services	65.00

PAYMENTS FOR SEPTEMBER, 2020

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248212	Stetson Building Products	Inventory	168.00
248213	Storey-Kenworthy Company	Materials & Supplies	206.66
248214	Strauss Security Solutions	Materials & Supplies	34.90
248215	Master Single Payment Vendor	Refunds	816.96
248216	Master Single Payment Vendor	Refunds	40.21
248217	Master Single Payment Vendor	Refunds	91.18
248218	Master Single Payment Vendor	Refunds	1,706.65
248219	Telelanguage, Inc	Purchased Services	951.46
248220	The Shredder	Purchased Services	87.00
248221	Total Tool	Materials & Supplies	214.74
248222	U.S. Autoforce	Vehicle Maintenance Materials	163.64
248223	USA Bluebook	Inventory	215.78
248224	Waste Management of Iowa Inc.	Purchased Services	1,129.00
248225	Waste Solutions of Iowa	Purchased Services	470.00
248226	Zenon Environmental Corporation	Inventory	1,023.35
248227	Aclara RF Systems, Inc	Inventory	15,891.60
248228	B & C Commercial Cleaning L.C.	Purchased Services	4,600.00
248229	Bonnie's Barricades	Contractors	3,743.70
248230	CTI Ready Mix	Concrete	3,362.00
248231	City of Des Moines	Materials & Supplies	18,769.47
248232	Global Security Services	Purchased Services	37,379.25
248233	HY-VEE	Gasoline	9,462.13
248234	Hach Chemical Company	Materials & Supplies	3,709.26
248235	Hill Bros. Asphalt	Asphalt	26,460.00
248236	Iowa One Call	Purchased Services	4,373.20
248237	Kemira Water Solutions, Inc	Inventory	12,379.23
248238	KnowBe4 LLC	Consultants	4,730.00
248239	Mail Services LLC	Postage	18,844.57
248240	Martin Marietta Aggregates	Inventory	11,165.81
248241	Mid American Energy	Utilities - Electric & Natural Gas	9,779.87
248242	Mississippi Lime Company	Inventory	49,454.37
248243	Municipal Supply, Inc.	Inventory	25,514.18
248244	Ottson Oil Company	Inventory	4,408.61
248245	Pitney Bowes Inc.	Purchased Services	8,911.29
248246	Protex Central, Inc.	Contractors	29,431.91
248247	RailPros Field Services	Contractors	18,594.50
248248	Ramco Innovations	Materials & Supplies	3,457.41
248249	Univar	Inventory	5,080.04
248250	Utility Equipment Company	Inventory	3,369.20
248251	Van Meter Industrial, Inc.	Maintenance Contracts	10,006.58
248252	Vertex Chemical Corporation	Inventory	6,745.81
248253	48Web	Maintenance Contracts	125.00
248254	Master Single Payment Vendor	Refunds	29.44
248255	Master Single Payment Vendor	Refunds	3.48
248256	ACCO	Materials & Supplies	1,273.40
248257	Master Single Payment Vendor	Refunds	159.38
248258	Master Single Payment Vendor	Refunds	110.00
248259	AFSCME	Union Dues Payable	90.55
248260	Master Single Payment Vendor	Refunds	24.62
248261	Master Single Payment Vendor	Refunds	124.90
248262	AT&T Mobility	Cell Phones	94.06
248263	Acme Tools	Inventory	201.98
248264	Aerotek Commercial Staffing	Purchased Services	1,032.00
248265	Air-Mach Air Compressor &	Inventory	42.00
248266	Airgas North Central	Tools	1,847.54
248267	Amazon Capital Services Inc	Materials & Supplies	1,501.44
248268	Master Single Payment Vendor	Refunds	142.06

PAYMENTS FOR SEPTEMBER, 2020

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248269	Master Single Payment Vendor	Refunds	135.33
248270	Baker Group	Purchased Services	500.76
248271	Bearing Distributors Inc.	Inventory	70.76
248272	Boll Filter Corporation	Inventory	484.42
248273	CMI	Purchased Services	114.02
248274	Master Single Payment Vendor	Refunds	52.20
248275	Master Single Payment Vendor	Refunds	134.75
248276	Capital Sanitary Supply	Inventory	84.29
248277	Carquest	Vehicle Maintenance Materials	379.23
248278	CenturyLink	Telephone Services	110.72
248279	Cintas	Purchased Services	1,699.75
248280	City Supply Corporation	Vehicle Maintenance Materials	66.15
248281	Clive Power Equipment	Tools	1,135.00
248282	Construction & Aggregate Products, Inc.	Materials & Supplies	234.15
248283	Contract Specialty, L.C.	Inventory	737.00
248284	Contractors Rental Company, Inc.	Contractors	32.10
248285	Copy Systems, Inc.	Purchased Services	199.05
248286	Des Moines Iron Company	Materials & Supplies	547.47
248287	Des Moines Register	Advertising	177.20
248288	Doors, Inc.	Vehicle Maintenance Materials	74.75
248289	Dultmeier Sales LLC	Materials & Supplies	59.91
248290	Electrical Engineering & Equipment Co.	Materials & Supplies	662.67
248291	Master Single Payment Vendor	Refunds	175.70
248292	Factory Motor Parts Company	Vehicle Maintenance Materials	846.04
248293	Fastenal Company	Inventory	69.38
248294	First Choice Coffee	Food & Beverages	80.60
248295	Fisher Scientific	Inventory	391.52
248296	Fluid Technology Corporation	Inventory	837.53
248297	Master Single Payment Vendor	Refunds	56.74
248298	Gaylen Worthington	Safety Boots	84.79
248299	Gilmore Work Tools, Inc	Purchased Services	1,284.00
248300	Grainger, Inc.	Materials & Supplies	1,819.69
248301	Graybar Electric Company	Materials & Supplies	371.33
248302	Master Single Payment Vendor	Refunds	1,249.49
248303	Master Single Payment Vendor	Refunds	101.84
248304	Hach Chemical Company	Inventory	1,024.33
248305	Hutcheson Engineering Products Inc.	Inventory	21.72
248306	IDEXX Laboratories, Inc.	Materials & Supplies	317.92
248307	IP Pathways, LLC	Consultants	2,083.46
248308	Indelco Plastics	Inventory	1,340.38
248309	Insight Public Sector, Inc	Materials & Supplies	978.25
248310	Iowa Association of Water Agencies	Dues and Memberships	1,877.36
248311	Iowa Department of Agriculture	Purchased Services	168.00
248312	Master Single Payment Vendor	Refunds	59.96
248313	Master Single Payment Vendor	Refunds	14.29
248314	Master Single Payment Vendor	Refunds	280.58
248315	Master Single Payment Vendor	Refunds	103.42
248316	Master Single Payment Vendor	Refunds	44.03
248317	Master Single Payment Vendor	Refunds	18.84
248318	Jeremy Swain	Safety Boots	98.44
248319	Master Single Payment Vendor	Refunds	1,491.02
248320	Master Single Payment Vendor	Refunds	51.19
248321	Master Single Payment Vendor	Refunds	99.01
248322	Master Single Payment Vendor	Refunds	153.22
248323	Master Single Payment Vendor	Refunds	45.34
248324	Master Single Payment Vendor	Refunds	61.92
248325	Master Single Payment Vendor	Refunds	42.30

PAYMENTS FOR SEPTEMBER, 2020

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248326	Lisa Morarend	Materials & Supplies	92.78
248327	Master Single Payment Vendor	Refunds	14.21
248328	Master Single Payment Vendor	Refunds	60.00
248329	McMaster-Carr Supply Company	Materials & Supplies	1,508.51
248330	Mechanical Sales Parts	Materials & Supplies	104.16
248331	Menard's	Materials & Supplies	329.46
248332	Mesa Products	Materials & Supplies	1,896.44
248333	Messerschmitt Ice	Park Materials	115.50
248334	Metro Waste Authority	Purchased Services	208.55
248335	Molecular Repair Concepts	Inventory	356.16
248336	Murphy Tractor & Equipment	Vehicle Maintenance Materials	333.25
248337	Master Single Payment Vendor	Refunds	120.45
248338	Napa Auto Parts	Vehicle Maintenance Materials	2,122.41
248339	Master Single Payment Vendor	Refunds	39.20
248340	Master Single Payment Vendor	Refunds	150.00
248341	Master Single Payment Vendor	Refunds	1,661.50
248342	Plumb Supply Company	Inventory	319.03
248343	Power Seal	Inventory	2,280.03
248344	Premier Safety	Inventory	583.57
248345	Master Single Payment Vendor	Refunds	932.43
248346	Master Single Payment Vendor	Refunds	44.18
248347	Master Single Payment Vendor	Refunds	774.74
248348	Ramco Innovations	Materials & Supplies	28.34
248349	Richtman Printing	Inventory	735.00
248350	Master Single Payment Vendor	Refunds	5.34
248351	Master Single Payment Vendor	Refunds	207.14
248352	Master Single Payment Vendor	Refunds	16.36
248353	Master Single Payment Vendor	Refunds	40.21
248354	Semper Fi Fund	Charitable PR Deduction	129.70
248355	Seton Identification Products	Inventory	362.97
248356	Star Equipment, Ltd.	Vehicle Maintenance Materials	448.80
248357	Stetson Building Products	Inventory	292.38
248358	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	24.56
248359	Straub Corporation	Inventory	1,972.95
248360	Strauss Security Solutions	Materials & Supplies	148.35
248361	Master Single Payment Vendor	Refunds	7.70
248362	Master Single Payment Vendor	Refunds	72.45
248363	Master Single Payment Vendor	Refunds	279.38
248364	Thompson Pipe Group Pressure	Materials & Supplies	272.14
248365	Tierpoint	Consultants	1,211.50
248366	Total Tool	Inventory	76.55
248367	Truck Center Companies	Vehicle Maintenance Materials	1,115.69
248368	ULINE	Vehicle Maintenance Materials	116.93
248369	USA Bluebook	Inventory	31.06
248370	USA Safety Supply Corp	Inventory	97.69
248371	United States Plastic Corporation	Inventory	119.57
248372	United Way of Central Iowa	Charitable PR Deduction	287.08
248373	Vessco	Inventory	1,212.37
248374	Master Single Payment Vendor	Refunds	40.85
248375	Master Single Payment Vendor	Refunds	1,210.88
248376	Master Single Payment Vendor	Refunds	113.75
248377	Waste Management of Iowa Inc.	Purchased Services	275.00
248378	Waste Solutions of Iowa	Purchased Services	640.00
248379	Windstream	Telephone Services	67.48
248380	Master Single Payment Vendor	Unclaimed Refunds	55.43
248381	AFSCME Local 3861-3	Union Dues Payable	2,789.28
248382	Air Products	Inventory	5,316.30

PAYMENTS FOR SEPTEMBER, 2020

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248383	Bonnie's Barricades	Contractors	2,867.80
248384	CTI Ready Mix	Concrete	15,129.00
248385	CarbPure	Inventory	53,382.00
248386	Central Pump and Motor	Purchased Services	3,965.88
248387	Consolidated Water Solutions	Inventory	8,079.99
248388	Corrosion Fluid Products	Inventory	2,567.12
248389	Crane Sales & Service	Purchased Services	10,682.62
248390	Dickinson, Mackaman, Tyler, & Hagen, PC	Legal Fees	17,186.00
248391	Douglas K. Oscarson	Consultants	5,061.60
248392	Edge Commercial	Contractors	18,008.81
248393	Elliott Service Group	Purchased Services	2,600.00
248394	Eurofins Abraxis LLC	Inventory	5,640.00
248395	For Sure Roofing	Contractors	10,401.98
248396	HY-VEE	Gasoline	7,102.48
248397	High Voltage Equipment Diagnostics Inc	Contractors	3,401.20
248398	I'll Do It	Contractors	7,715.00
248399	John's Tree Service, Inc.	Contractors	8,175.00
248400	Kemira Water Solutions, Inc	Inventory	12,158.91
248401	Logan Contractors Supply, Inc.	Materials & Supplies	4,737.50
248402	Mail Services LLC	Postage	10,991.24
248403	Mid American Energy	Utilities - Electric & Natural Gas	282,363.86
248404	Mississippi Lime Company	Inventory	32,673.34
248405	Municipal Supply, Inc.	Inventory	23,159.65
248406	Power Specialties	Materials & Supplies	3,230.68
248407	Raftelis	Consultants	2,635.00
248408	Reliable Maintenance Company	Purchased Services	3,420.00
248409	State Hygienic Laboratory	Purchased Services	2,613.50
248410	Tension Envelope Corporation	Inventory	3,673.50
248411	Truck Equipment, Inc.	Vehicle Maintenance Materials	2,888.00
248412	Univar	Inventory	4,831.52
248413	Utility Equipment Company	Inventory	4,144.35
248414	Valley Plumbing Company, Inc.	Contractors	6,108.20
248415	Verizon Wireless Messaging Service	Cell Phones	4,704.60
248416	Vertex Chemical Corporation	Inventory	6,596.77
248417	Master Single Payment Vendor	Refunds	140.83
248418	Master Single Payment Vendor	Refunds	133.94
248419	Master Single Payment Vendor	Refunds	111.19
248420	Master Single Payment Vendor	Unclaimed Refunds	112.46
248421	Master Single Payment Vendor	Refunds	204.29
248422	Master Single Payment Vendor	Refunds	65.20
248423	Ace Hardware of Ankeny	Materials & Supplies	31.66
248424	Acme Tools	Materials & Supplies	304.48
248425	Action Electrical	Contractors	882.75
248426	Aerotek Commercial Staffing	Purchased Services	851.40
248427	Air Products	Inventory	1,900.80
248428	Allied Electronics	Materials & Supplies	261.47
248429	Amazon Capital Services Inc	Materials & Supplies	1,061.02
248430	Applied Industrial Technologies	Vehicle Maintenance Materials	1,517.23
248431	Master Single Payment Vendor	Refunds	98.21
248432	Master Single Payment Vendor	Refunds	53.52
248433	Master Single Payment Vendor	Refunds	160.81
248434	Baker Electric, Inc.	Purchased Services	463.78
248435	Bankers Trust Company	Corporate Credit Card	1,014.62
248436	Bonnie's Barricades	Contractors	2,348.50
248437	Master Single Payment Vendor	Refunds	392.14
248438	Master Single Payment Vendor	Refunds	157.35
248439	Master Single Payment Vendor	Refunds	182.33

PAYMENTS FOR SEPTEMBER, 2020

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248440	Master Single Payment Vendor	Refunds	127.77
248441	Master Single Payment Vendor	Refunds	156.30
248442	Master Single Payment Vendor	Refunds	33.18
248443	Master Single Payment Vendor	Refunds	47.40
248444	Master Single Payment Vendor	Refunds	143.62
248445	Master Single Payment Vendor	Refunds	91.01
248446	Master Single Payment Vendor	Refunds	88.28
248447	Master Single Payment Vendor	Refunds	159.45
248448	CPI International	Materials & Supplies	2,352.32
248449	CTI Ready Mix	Concrete	1,105.00
248450	Capital Sanitary Supply	Inventory	242.40
248451	Carquest	Vehicle Maintenance Materials	115.74
248452	Cintas	Purchased Services	1,699.75
248453	City Supply Corporation	Materials & Supplies	1,388.24
248454	City of Des Moines	Contractors	1,969.00
248455	Commercial Bag & Supply Co	Inventory	447.50
248456	Construction & Aggregate Products, Inc.	Materials & Supplies	321.14
248457	Consumer Energy	Electrical Power	323.97
248458	Contractors Rental Company, Inc.	Contractors	176.55
248459	Control Installations of Iowa, Inc	Purchased Services	800.40
248460	Copy Systems, Inc.	Printing & Copies	29.33
248461	Core and Main	Inventory	1,346.43
248462	Master Single Payment Vendor	Refunds	108.08
248463	Master Single Payment Vendor	Refunds	127.06
248464	Master Single Payment Vendor	Refunds	103.67
248465	Master Single Payment Vendor	Refunds	14.35
248466	DXP	Inventory	631.82
248467	Data Source Media	Inventory	100.99
248468	Des Moines Iron Company	Vehicle Maintenance Materials	572.30
248469	Des Moines Stamp	Materials & Supplies	32.40
248470	Douglas K. Oscarson	Consultants	2,442.00
248471	Master Single Payment Vendor	Refunds	124.08
248472	Master Single Payment Vendor	Refunds	94.42
248473	Environmental Express	Inventory	406.22
248474	Environmental Resource Assoc.	Materials & Supplies	709.58
248475	Fisher Scientific	Inventory	967.08
248476	Master Single Payment Vendor	Refunds	156.39
248477	Master Single Payment Vendor	Refunds	52.77
248478	Grainger, Inc.	Materials & Supplies	1,916.64
248479	Graybar Electric Company	Inventory	915.71
248480	H & H Plumbing Inc	Casualty Losses	286.00
248481	Master Single Payment Vendor	Refunds	203.29
248482	Master Single Payment Vendor	Refunds	10.60
248483	Hach Chemical Company	Materials & Supplies	1,023.81
248484	Master Single Payment Vendor	Refunds	49.85
248485	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
248486	Insight Public Sector, Inc	Materials & Supplies	101.04
248487	Iowa Division of Labor	Purchased Services	225.00
248488	Master Single Payment Vendor	Refunds	40.21
248489	J. A. King & Company LLC	Purchased Services	223.22
248490	Master Single Payment Vendor	Refunds	175.35
248491	Master Single Payment Vendor	Refunds	29.12
248492	Master Single Payment Vendor	Refunds	8.80
248493	Master Single Payment Vendor	Refunds	41.74
248494	Master Single Payment Vendor	Refunds	78.81
248495	Master Single Payment Vendor	Refunds	28.30
248496	Master Single Payment Vendor	Refunds	121.97

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248497	Master Single Payment Vendor	Refunds	82.83
248498	Master Single Payment Vendor	Refunds	350.00
248499	Justin Randleman	Safety Boots	115.01
248500	Master Single Payment Vendor	Refunds	96.12
248501	Master Single Payment Vendor	Refunds	132.74
248502	Master Single Payment Vendor	Refunds	99.41
248503	KONE Inc	Purchased Services	2,443.70
248504	Master Single Payment Vendor	Refunds	73.70
248505	Master Single Payment Vendor	Refunds	63.68
248506	Kustom Concrete Pumping	Contractors	843.75
248507	Master Single Payment Vendor	Refunds	103.11
248508	Master Single Payment Vendor	Refunds	11.00
248509	LSR+ Inc.	Purchased Services	866.70
248510	Logan Contractors Supply, Inc.	Inventory	1,941.47
248511	Master Single Payment Vendor	Refunds	167.27
248512	Master Single Payment Vendor	Refunds	99.44
248513	Master Single Payment Vendor	Refunds	6.98
248514	Master Single Payment Vendor	Refunds	163.33
248515	Master Single Payment Vendor	Refunds	47.90
248516	Master Single Payment Vendor	Refunds	155.60
248517	MSC Industrial Supply Company	Vehicle Maintenance Materials	780.44
248518	Master Single Payment Vendor	Refunds	192.43
248519	McMaster-Carr Supply Company	Inventory	310.40
248520	Menard's	Materials & Supplies	27.47
248521	Messerschmitt Ice	Park Materials	198.00
248522	Metro Waste Authority	Purchased Services	246.82
248523	Michael Fuller	Safety Boots	135.15
248524	O'Keefe Elevator Company Inc.	Purchased Services	260.00
248525	Master Single Payment Vendor	Refunds	313.38
248526	Master Single Payment Vendor	Refunds	254.64
248527	Master Single Payment Vendor	Refunds	42.20
248528	Master Single Payment Vendor	Refunds	160.83
248529	Master Single Payment Vendor	Refunds	127.06
248530	Penn Credit	Purchased Services	82.45
248531	Per Mar Security, Inc.	Purchased Services	476.79
248532	Plumb Supply Company	Inventory	221.09
248533	Quality Flow Iowa, INC	Materials & Supplies	1,961.00
248534	Quest Engineering Inc	Inventory	647.83
248535	Master Single Payment Vendor	Refunds	168.51
248536	REPNET, Inc.	Inventory	1,000.32
248537	Master Single Payment Vendor	Refunds	866.74
248538	Master Single Payment Vendor	Refunds	188.76
248539	Radwell International	Inventory	1,305.81
248540	Master Single Payment Vendor	Refunds	162.38
248541	Master Single Payment Vendor	Refunds	146.92
248542	Master Single Payment Vendor	Refunds	7.92
248543	Master Single Payment Vendor	Refunds	116.67
248544	Master Single Payment Vendor	Refunds	86.18
248545	Master Single Payment Vendor	Refunds	17.68
248546	Sherwin Williams	Materials & Supplies	104.04
248547	Smith's Sewer Service Inc.	Plumbing	85.00
248548	State Steel	Vehicle Maintenance Materials	638.85
248549	Stetson Building Products	Materials & Supplies	463.74
248550	Strauss Security Solutions	Materials & Supplies	1,108.30
248551	Master Single Payment Vendor	Refunds	147.82
248552	Total Tool	Materials & Supplies	1,171.61
248553	Truck Equipment, Inc.	Vehicle Maintenance Materials	741.00

PAYMENTS FOR SEPTEMBER, 2020

PeopleSoft Financials

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
248554	Twin Cities Industrial Control	Inventory	225.00
248555	UPHDM Occupational Medicine	Purchased Services	404.00
248556	UPS	Delivery/Freight	28.85
248557	USA Bluebook	Inventory	36.21
248558	VWR International LLC	Inventory	1,006.44
248559	Valley Environmental	Tools	932.90
248560	Van Meter Industrial, Inc.	Inventory	2,467.00
248561	Verizon Wireless Messaging Service	Cell Phones	90.92
248562	Vessco	Inventory	534.64
248563	Master Single Payment Vendor	Refunds	12.16
248564	Master Single Payment Vendor	Refunds	63.16
248565	Master Single Payment Vendor	Refunds	29.28
248566	Master Single Payment Vendor	Refunds	76.22
248567	Washer Systems of Iowa	Materials & Supplies	66.00
248568	Western Hose and Gasket	Inventory	1,106.75
248569	Aureon Communications	Telephone Services	4,064.35
248570	Concordia Enterprises LLC	Consultants	3,000.00
248571	Hawkins Water Treatment Group	Inventory	13,070.40
248572	Hill Bros. Asphalt	Asphalt	31,194.00
248573	Kemira Water Solutions, Inc	Inventory	12,437.06
248574	Mail Services LLC	Postage	13,280.55
248575	Mississippi Lime Company	Inventory	40,882.73
248576	Municipal Supply, Inc.	Inventory	8,691.25
248577	Neptune Technology Group Inc	Inventory	3,601.88
248578	Power Specialties	Inventory	5,597.86
248579	Protex Central, Inc.	Materials & Supplies	13,234.78
248580	Rognes Corporation	Contractors	128,132.29
248581	Stew Hansen's Dodge City Inc.	Purchased Services	3,289.44
248582	Stivers	Purchased Services	2,560.71
248583	Synergy Contracting LLC	Purchased Services	5,840.00
248584	Univar	Inventory	10,347.11
248585	Vertex Chemical Corporation	Inventory	6,590.99
248586	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	22,631.20
883647	IPERS Collections	Pension Plan Contribution	213,793.66
090420	Collection Services Center	Garnishment of Wages	2,564.77
090420	Treasurer State of Iowa	State Withholding Taxes Payable	27,772.92
090420	Internal Revenue Service	Withholding Taxes Payable	163,621.39
091820	Collection Services Center	Garnishment of Wages	2,440.66
091820	Treasurer State of Iowa	State Withholding Taxes Payable	27,767.87
091820	Internal Revenue Service	Withholding Taxes Payable	163,391.25
TOTAL			<u>\$4,186,543.71</u>

CEO APPROVED EXPENDITURES GREATER THAN \$20,000
MONTHLY SCHEDULE FOR THE MONTH OF SEPTEMBER 2020

Check #	Vendor	Description	Amount	Details
	none			

AGENDA ITEM FORM

SUBJECT: 2021 Employee Benefit Insurance Renewals

SUMMARY:

The following insurance carriers are recommended to provide employee benefits in 2021:

Medical Insurance: We will begin our partnership with the Iowa Governmental Health Care Plan Trust and continue coverage with Wellmark BCBS offering a choice of three plan designs (a plan without a deductible, a plan with a \$500 single/\$1000 family deductible, and a high deductible plan with a Health Savings Account). Our health insurance premiums will increase by 9%.

Retiree Medical Insurance: Continue Employer Group Retiree Program plan administered by Wellmark for retirees over age 65. The premiums for the plan will increase by 2.29% for 2021. Note that retirees under age 65 will be covered by the Wellmark plans listed above.

Dental Insurance: Continue self-insuring the dental plan with administration provided by Delta Dental of Iowa at the rate of \$27.47 per month for single coverage and \$89.44 per month for family coverage. This represents a 0% increase in the rates.

Basic Life Insurance/AD&D: Continue to partner with the City of Des Moines and their carrier, Voya, at the rate of \$0.15 per \$1,000 of coverage. This represents a 0% increase in the rate.

Long Term Disability Insurance: Continue partnership with the City of Des Moines and their carrier, Voya, at the rate of .184% of covered monthly earnings. This is a 0% increase in the rate.

FISCAL IMPACT:

The allocation of payment of health insurance premiums between DMWW and employees is established by our union contract. The DMWW contribution towards the health insurance premium for 2020 is currently \$540/month for single and \$1,475/month for family. The Board approved an additional contribution of \$100 for single and \$150 for family to help offset the impact of the large premium increase received for 2020. The DMWW contribution for 2021 will increase by \$20 per month for single (to \$560) and \$50 per month for family (to \$1,525). However, our recommendation is to again provide an additional monthly contribution for 2021. The 2020 additional contribution resulted in a 90-10 cost share between DMWW and the employee on the standard deductible plan. To maintain a similar cost share for 2021, we propose an additional contribution in the amount of \$152.78 per month for single and \$241.93 per month for family. This will increase the DMWW contribution to medical insurance by approximately \$308,400 for 2021 over 2020. The 2021 DMWW contribution to medical insurance will total approximately \$3,735,000. The 2021 budgeted amount for employee health insurance is \$3,532,200 which would result in a shortage of \$202,800 which would need to be covered elsewhere in the budget.

For retiree medical insurance, DMWW will contribute \$218.70/month, an amount equal to the Employer Group Retiree Program Plan II premium, toward the retiree's insurance cost. The DMWW contribution to retiree health insurance for 2021 will be approximately \$246,720.




The dental insurance premium will have no direct impact to budget, as employees voluntarily purchase it with their flex dollars or out-of-pocket dollars. The life and AD&D insurance premium for 2021 will total approximately \$29,860 annually. The LTD insurance premium totals approximately \$30,694 annually. Note DMWW provides \$151.50 per employee each month in flex dollars, which the employee may apply towards health insurance or other voluntary benefit elections. The total cost for providing this benefit in 2021 will be approximately \$376,309.

RECOMMENDED ACTION:

Approve recommended employee benefit insurance providers and rates for the year 2021.

BOARD REQUIRED ACTION:

Motion to approve the 2021 employee benefits insurance providers and rates.

 Doug Garnett Director of Human Resources	 Peggy Freese Chief Financial Officer	 Ted Corrigan, P.E. CEO and General Manager
10/22/2020 (date)	10/22/2020 (date)	10/22/2020 (date)

Attachments: Memo-2021 Employee Benefits Insurance Renewals

MEMORANDUM

DATE: October 20, 2020

TO: Ted Corrigan, CEO and General Manager

FROM: Doug Garnett, Director of Human Resources

SUBJECT: 2021 Employee Benefit Insurance Renewals

As you know, we will replace our existing health insurance coverage provided under the City of Des Moines health plans with health coverage under our new partnership through a Chapter 28E agreement with the Iowa Governmental Health Care Plan Trust. This change is effective January 1, 2021. Below are the new renewal rates for 2021 for our employee insurance benefits.

Medical Insurance

With the transition to the IGHCP Trust, our health insurance premiums will increase by 9%. Additional contributions are again being proposed to help mitigate the employee impact of another increase in health insurance premiums. The proposal is to contribute an additional \$152.78 per month for employees on single healthcare plans and an additional \$241.93 per month for employees on family healthcare plans, which is an increase over the amounts approved for 2020. This is on top of the \$20 per month increase for single and \$50 per month increase for family that was previously negotiated in the collective bargaining agreement.

These additional contributions will result in employees on the standard-deductible healthcare plan paying 10% of their monthly health insurance premium. This is comparable to what employees of the City of Des Moines, Polk County, and the State of Iowa pay. These contributions should also allow employees to stay on single plans and high deductible plans where appropriate. The cost of these additional contributions will be \$308,400.

Single and family rates for all three of the Wellmark BCBS plans follow:

2021 Monthly Rates	High Deductible/HSA	\$500/\$1,000 Deductible	\$0 Deductible
Single	\$651.56	\$791.98	\$862.88
Family	\$1,612.17	\$1,963.25	\$2,140.45

Retiree Medical Insurance

Early DMWW retirees are covered by the group plan (if under age 65) or by a retiree plan administered by Wellmark (if over age 65). DMWW contributes an amount equal to the retiree plan II toward the retiree's insurance cost. The premiums for the Employer Group Retiree Program Plan II will increase by 2.29% to \$218.70 per month.

Dental Insurance

Delta Dental of Iowa is our claims administrator for our self-insured plan. DMWW incurs no cost by providing dental insurance as it is 100% funded by employee premiums. Based on claims for 2020, we determined that **no increase** in the monthly premium was needed in order to maintain the necessary level of reserves for this self-funded plan. The premiums for 2021 will remain at \$27.47/month for single and \$89.44/month for family coverage.

Life/AD&D and Long-Term Disability Insurance

Since 2014 we have partnered with the City of Des Moines and utilize their carrier (Voya) for our life and long term disability insurance (LTD) insurance. Our term life rates remain \$.13 per \$1,000. The AD&D rate also remains at \$.02 per \$1,000. The LTD rate also remains at \$.184% of covered monthly earnings.

Flex Dollars

Des Moines Water Works currently provides a Section 125 cafeteria benefits plan and \$151.50/month in "flex" benefit dollars. This amount is negotiated with AFSCME for each full-time employee per month. Employees use these flex dollars to help pay for health insurance and/or other voluntary benefits of their choosing.

Your approval of the recommended employee benefit insurance providers and rates for the year 2021 is requested.

AGENDA ITEM FORM

SUBJECT: 2021 Corporate Insurance

SUMMARY:

The renewal date for corporate insurance policies is November 1, 2020. The total premium cost and agency fees for the current and renewal programs are summarized below:

	<u>Current</u>	<u>Renewal</u>
• Property/Boiler & Machinery	\$214,069	\$240,952
• Inland Marine	18,495	19,599
• General Liability	264,865	265,439
• Auto Liability	51,994	62,275
• Packaged Terrorism Premium	7,260	7,783
• Umbrella Liability	237,979	299,396
• Crime	3,074	3,200
• D & O/Employment Practices Liability	46,708	53,662
• Fiduciary Liability	5,723	5,723
• Cyber Liability*	21,075	38,183
• Flood	13,168	12,669
• Workers Compensation	85,505	85,505
• Broker Service Fee	15,000	15,000
• Less Commission Received	<u>(5,397)</u>	<u>(5,785)</u>
Total Cost	\$979,517	\$1,103,601

*Increase in overall coverage limits

FISCAL IMPACT:




\$1,140,000 has been budgeted for insurance premiums in the Financial Services work plan of the 2020 budget. Total in this work plan is \$1,440,000 which includes workers compensation claims and other related expenses.

RECOMMENDED ACTION:

Accept insurance program renewal submitted by LMC Insurance & Risk Management.

BOARD REQUIRED ACTION:

Motion to accept insurance program renewal submitted by LMC Insurance & Risk Management.

 Donna Heckman Sr. Financial Analyst	10/26/20 (date)	 Peggy Freese, CPA Chief Financial Officer	10/21/2020 (date)	 Ted Corrigan CEO and General Manager	10/21/2020 (date)
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Attachments: Memo from Donna Heckman, Sr. Financial Analyst; spreadsheet showing recommendation from LMC.

MEMORANDUM

DATE: October 20, 2020

TO: Ted Corrigan, CEO & General Manager
Peggy Freese, CFO

FROM: Donna Heckman, Senior Financial Analyst

SUBJECT: 2021 Corporate Insurance Renewals

Earlier this year, our corporate insurance broker, LMC Insurance & Risk Management began getting quotes for our November 1, 2020 renewals. Early on in the renewal process it came to our attention that our Property carrier, Cincinnati, would no longer be offering flood coverage. Since then, LMC has been searching the market for viable options. Cincinnati has now offered flood coverage; however, at lower coverage limits at certain locations. LMC is still waiting on final approval of a promising quote from ICAP. Final numbers will be presented at the October Board Meeting. Attached is the current premium summary comparing expiring and renewal rates. Currently, we are seeing an 12.67% increase in premiums.

Property & General Liability: The change for the Property renewal was an increase of just over 7%. The premium from Cincinnati increased due to the changes in flood coverage as well as an increase in our total insured property. General Liability premiums are based upon estimated payroll, which is estimated to increase in 2021. The Automobile Liability policy is based upon number of vehicles owned by DMWW. This number increased in 2020. Since all of these policies have been bundled with Cincinnati as the carrier, the chart below represents the total expiring and renewing premiums.

	Expiring	Renewal
Property	\$214,069	\$240,952
Inland Marine	18,495	19,599
General Liability	264,865	265,439
Automobile	51,994	62,275
Terrorism Premium	7,260	7,783
	<u>\$556,683</u>	<u>\$596,048</u>

Umbrella Liability: DMWW has three layers of Umbrella Liability coverage above our standard General Liability policy above. The costs and coverages are below:

Umbrella Coverage	Coverage	Expiring	Renewal
1st Layer	\$10,000,000	\$122,271	\$144,146
2nd Layer	\$15,000,000	62,000	75,000
3rd Layer	\$25,000,000	53,708	80,250
		<u>\$237,979</u>	<u>\$299,396</u>

Fiduciary Liability: In the 2020 renewal, we increased the limits on our Fiduciary Liability policy. This policy covers civil damages and legal fees arising from lawsuits against pension benefit administrators. We are in the second year of a three-year term with a premium of \$5,723/year.

Cyber Liability: In the 2020 renewal we looked at benchmarking how much coverage we should maintain for Cyber Liability. We increased our coverage to \$5,000,000. LMC recommends working our way up to \$10,000,000 in coverage to cover more risk. Because the market is competitive right now, LMC has suggested increasing our coverage to \$10,000,000. The Excess Cyber Liability coverage will cost DMWW \$12,943 on top of our Cyber Liability coverage of \$25,240.

Workers Compensation: Beginning January 1, 2014, we began self-insuring for Workers Compensation. DMWW is in the second year of a two-year contract with MECC to provide the excess Workers Compensation Liability Policy. This policy protects DMWW against catastrophic losses. Another component of Workers Compensation is the amount paid to our third-party administrator, Cottingham & Butler. This annual cost is expected to remain flat at \$9,500 per year. The final piece of our Workers Compensation costs are the claims themselves. These amounts are budgeted in the Corporate Insurance Work Plan and are expenses paid out of pocket by DMWW.

The total cost of renewing our coverage will increase from \$979,517 (for 2020) to \$1,103,601.

Board of Water Works Trustees of the City of Des Moines
Market Premium Summary
Policy Period: 11/1/2020 - 2021

	Expiring	Proposed
Coverage	2019-2020	2020-2021
Property	Cincinnati	Cincinnati *
Blanket Property Limit	\$428,423,567	\$443,241,258
Blanket Business Income	\$15,000,000	\$15,000,000
Flood Limit	\$5M / \$10M (varies by loc)	\$1M/\$5M/\$10M (Varies)
Earthquake Limit	\$15,000,000	\$15,000,000
Flood Deductible	\$250,000	\$250,000
Earthquake Deductible	\$250,000	\$250,000
Deductible-All Other	\$100,000	\$100,000
Terrorism	Included	Included
Average Rate	0.046400	0.050900
Total Premium	\$214,069	\$240,952
Commission	(\$1,986)	(\$2,255)
Inland Marine	Cincinnati	Cincinnati
Scheduled Equipment	\$1,837,515	\$1,934,196
Leased or Rented Items	\$125,000	\$125,000
Deductible	\$5,000	\$5,000
EDP Floater:		
Equipment Limit	\$2,900,000	\$2,900,000
Data/Media Limit	N/A	N/A
Deductible	\$5,000	\$5,000
Total Premium	\$18,495	\$19,599
Commission	(\$185)	(\$196)
General Liability	Cincinnati	Cincinnati
General Aggregate	\$2,000,000	\$2,000,000
Products CoOps Limit Aggregate	\$2,000,000	\$2,000,000
Occurrence Limit	\$1,000,000	\$1,000,000
Personal & Advertising Injury	\$1,000,000	\$1,000,000
Damage to Premises Rented to You	\$500,000	\$500,000
Medical Expense (Any one Person)	\$10,000	\$10,000
Deductible - BI & PD	\$25,000 each occurrence	\$25,000 each occurrence
Employee Benefit Occurrence	\$1,000,000	\$1,000,000
Employee Benefit Aggregate	\$3,000,000	\$3,000,000
Employee Benefit Deductible	\$1,000	\$1,000
Total Premium	\$264,865	\$265,439
Commission	(\$2,649)	(\$2,654)
Automobile	Cincinnati	Cincinnati
Automobile Limit	\$2,000,000	\$2,000,000
Retained Limit/ Deductible	N/A	N/A
Total # of units	98	100
Total Premium	\$51,994	\$62,275
Commission	(\$520)	(\$623)
Package Terrorism Premium	\$7,260	\$7,783
	\$556,683	\$596,048
Umbrella	Allied Public Risk	Allied Public Risk
Limits of Liability	\$10,000,000	\$10,000,000
Retention Limit	\$10,000	\$10,000
Total Premium	\$122,271	\$144,146
2nd Layer Umbrella Liability	Great American	Great American
Limit of Liability	\$15,000,000	\$15,000,000
Retention	\$10,000,000	\$10,000,000
Total Premium	\$62,000	\$75,000

Board of Water Works Trustees of the City of Des Moines
Market Premium Summary
Policy Period: 11/1/2020 - 2021

	Expiring	Proposed
Coverage	2019-2020	2020-2021
3rd Layer Umbrella Liability	Westchester Fire	Westchester Fire
Limit of Liability	\$25,000,000	\$25,000,000
Retention	\$25,000,000	\$25,000,000
Total Premium	\$53,708	\$80,250
Crime	Travelers	Travelers
Employee Dishonesty	\$1,000,000	\$1,000,000
Deductible	\$5,000	\$5,000
Annual Premium (3 year term - 2020-2023)	\$3,074	\$3,200
D&O/Employment Practices Liability	Chubb	Chubb
Directors & Officers Liability	\$5,000,000	\$5,000,000
Deductible	\$50,000	\$50,000
Employment Practices Liability	\$5,000,000	\$5,000,000
Deductible	\$100,000	\$100,000
Aggregate Limit	\$5,000,000	\$5,000,000
Total Premium	\$28,484	\$32,772
Excess D&O/Employment Practices Liability	RSUI	RSUI
Directors & Officers Liability	\$5,000,000	\$5,000,000
Deductible		
Total Premium	\$18,224	\$20,890
Fiduciary Liability	Travelers	Travelers
Fiduciary Liability Limit of Liability	\$3,000,000	\$3,000,000
Settlement Program Limit of Liability	\$250,000	\$250,000
HIPAA Limit of Liability	\$1,000,000	\$1,000,000
Deductible	\$0	\$0
Total Premium (3 year contract - thru 11/1/22)	\$5,723	\$5,723
Commission	(\$57)	(\$57)
Cyber Liability	AIG	AIG
Limit of Liability	\$5,000,000	\$5,000,000
Notification	500,000 people	500,000 people
Retention	\$50,000	\$50,000
Total Premium	\$21,075	\$25,240
Commission		
Excess Cyber Liability		AIG **
Limit of Liability		\$5,000,000
Notification		500,000 people
Retention - Cyber Liability Policy		\$5,000,000
Total Premium		\$12,943
Flood - 2201 George Flagg Pkwy - Barn	Selective	Selective
Building Limit	\$200,000	
Contents Limit	\$10,000	
Retention	\$2,000	
Total Premium - Cancelled mid 2020	\$5,933	
Flood - 2201 George Flagg Pkwy - Maintenance	Selective	Selective ***
Building Limit	\$100,000	\$100,000
Contents Limit	\$20,000	\$20,000
Retention	\$1,500	\$1,500
Total Premium	\$3,657	\$4,491
Flood - 2201 George Flagg Pkwy	Selective	Selective ***
Building Limit	\$500,000	\$500,000
Contents Limit	\$500,000	\$500,000
Retention	\$1,250	\$1,250
Total Premium	\$3,578	\$8,178

Board of Water Works Trustees of the City of Des Moines
Market Premium Summary
Policy Period: 11/1/2020 - 2021

	Expiring	Proposed
Coverage	2019-2020	2020-2021
Workers Compensation	Various	Various
Excess Liability Policy - MECC	\$76,005	\$76,005
Third Party Administrator - Cottingham & Butler	\$9,500	\$9,500
Work Comp Claims		
Total Premium/Expense - 2nd year of 2 year contract	\$85,505	\$85,505
COMBINED PREMIUMS	\$969,914	\$1,094,386
BROKER SERVICE FEE	\$15,000	\$15,000
Less Commission Paid to Broker	-\$5,397	-\$5,785
Total Insurance Premiums & Fees	\$979,517	\$1,103,601
Work Comp Claims & Administration (Est)	\$300,000	\$300,000
Total Insurance - Including Work Comp	\$1,279,517	\$1,403,601
Total Corporate Insurance Budgeted	\$1,271,500	\$1,440,000

12.67%

* Property - Current Carrier Cincinnati has lowered the amount of coverage they are willing to offer in regards to flood damages. While we now have firm numbers from Cincinnati, LMC is still working on a favorable quote from ICAP.

** Cyber Insurance - Recommending an Increase in the amount of coverage we have for our Cyber Liability.

*** NFIP Flood Insurance - We are working with FEMA and Selective to get more competitive rates for our NFIP Flood policies.



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. III-C
Meeting Date: October 27, 2020
Chairperson's Signature ☐ Yes ☒ No

AGENDA ITEM FORM

SUBJECT: Approval of Proposed 2021 Water Rates

SUMMARY:

At the October Finance and Audit Committee meeting we discussed proposed water rate increases for 2021.

We recommend a 5% rate increase for Des Moines and most other retail customers. We recommend a 7% increase for customers in the PCRWD#1 service area. Our original recommendation for Berwick, Runnells and Alleman was a rate increase of 7%. However, Berwick and Runnells have authorized payments to DMWW from their funds to fully offset rate increases for 2021. Alleman will make payment to DMWW to reduce their rate increase to 5%.

We recommend a 20% rate increase for the Pleasant Hill Outside City service area. The rate for that area was previously set at 150% of the residential rate. The City of Pleasant Hill sets the sewer rate for the Outside City area at 200% of their inside city rate. DMWW and Pleasant Hill staff agree that it makes sense for the water rate to follow the same convention. In order to reduce the impact to customers, we want to make the change over two years.

We recommend a 15% increase in wholesale Purchased Capacity rate and a 3% increase in the wholesale With Storage rate.

We recommend no increases in capital improvement fees. We also recommend no increases in water availability charges.

FISCAL IMPACT:



The recommended rate increases will result in approximately \$3,500,000 of increased water revenue for 2021.

RECOMMENDED ACTION:

Approve the proposed rate increases according to the attached schedule to be effective for all water bills issued on or after April 1, 2021 and direct staff to publish the adopted rates as provided by law.

BOARD REQUIRED ACTION:

Motion to approve the proposed rate increases according to the attached schedule to be effective for all water bills issued on or after April 1, 2021 and direct staff to publish the adopted rates as provided by law.

 Peggy Freese, CPA Chief Financial Officer (date) <u>10/20/2020</u>	 Ted Corrigan CEO and General Manager (date) <u>10/21/2020</u>
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Attachment: schedule of proposed 2021 water rates

**Des Moines Water Works
Proposed 2021 Water Rates**

	2019 Rate/1,000 Gallons	2020 Rate/1,000 Gallons	Proposed 2021 Rate/1,000 Gallons	Increase	Percent Increase	2021 Capital Improvement Fee (no change)
Des Moines Inside City						
Residential (Step 1)	\$4.71	\$4.94	\$5.19	\$0.25	5%	\$0.25
Commercial (Step 2)	3.16	3.32	3.49	0.17	5%	0.17
Industrial (Step 3)	2.43	2.55	2.68	0.13	5%	0.13
Wholesale						
Purchased Capacity	\$2.12	\$2.33	\$2.68	\$0.35	15%	
With Storage	4.31	4.44	4.57	0.13	3%	
Des Moines Outside City						
Residential (Step 1)	\$5.12	\$5.37	\$5.64	\$0.27	5%	
Commercial (Step 2)	3.85	4.04	4.24	0.20	5%	
Industrial (Step 3)	2.75	2.89	3.03	0.14	5%	
Off Peak	2.38	2.50	2.63	0.13	5%	
Polk County						
Residential (Step 1)	\$9.27	\$9.74	\$10.23	\$0.49	5%	\$1.50
Commercial (Step 2)	5.68	5.96	6.26	0.30	5%	0.92
Industrial (Step 3)	4.43	4.65	4.88	0.23	5%	0.71
Pleasant Hill						
Residential (Step 1)	\$8.63	\$9.06	\$9.51	\$0.45	5%	
Commercial (Step 2)	7.28	7.65	8.03	0.38	5%	
Outside City	12.95	13.59	16.31	2.72	20%	
Windsor Heights	\$4.80	\$5.04	\$5.29	\$0.25	5%	\$2.00
PCRWD #1	\$4.28	\$4.49	\$4.80	\$0.31	7%	
Berwick	\$4.00	\$4.00	\$4.00	-	-	
Runnells						
Water	\$8.19	\$8.60	\$8.60	-	-	
Waste Water	8.88	9.33	9.33	-	-	
Alleman	\$9.55	\$10.03	\$10.53	\$0.50	5%	
Cumming	\$8.05	\$8.45	\$8.87	\$0.42	5%	

AGENDA ITEM FORM

SUBJECT: Proposed 2021 Budget – Establish a Public Hearing as the Date of the November 2020 Board Meeting

SUMMARY:

- The budget for 2021 is based on total operating revenue of \$77.2 million.
- The proposed operating budget totals \$50.7 million which is an increase of 4.5% (or \$2.2 million) over the approved 2020 budget. Moderate increases in labor costs, benefits expense and purchased services are contributors to the increase.
- Capital expenditures budgeted for 2021 total \$24.5 million.
- The utility's debt service obligations for the year total \$4.3 million, \$2.4 million of which will be reimbursed by the political subdivisions who have participated in bond issues in past years.
- The proposed budget allows for \$500,000 to be added to operating reserves.

See the attached memo for detailed information concerning the proposed 2021 budget.

These materials were discussed at the October Finance & Audit committee meeting on October 13, 2020.

FISCAL IMPACT:

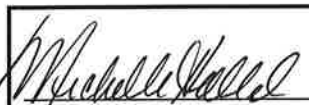


This budget establishes the guidelines for the 2021 operations and capital replacement program for the utility.

RECOMMENDED ACTION:

It is recommended that the Board of Water Works Trustees establish a Public Hearing Date of the November Board meeting in order to act on the passage of the 2021 budget.

BOARD REQUIRED ACTION:

Establish the date of Public Hearing as the date of the November 2020 Board meeting to act on the passage of the 2021 budget and direct staff to publish notice as set forth in Des Moines Water Works Board Policy Manual.

 Michelle Holland Controller (date) <u>10/19/2020</u>	 Peggy Freese, CPA Chief Financial Officer (date) <u>10/20/2020</u>	 Ted Corrigan CEO & General Manager (date) <u>10/21/2020</u>
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Attachments: 2021 Budget Memo

DATE: October 19, 2020
TO: Ted Corrigan, CEO & General Manager
FROM: Peggy Freese, CFO
Michelle Holland, Controller
SUBJECT: Proposed 2021 Budget

The attached document contains the following:

- 2021 Budget Overview
- Proposed 2021 Budget Summary and Comparison to 2020 Budget
- Details of Proposed Revenue, Additional Funding, Operating Expenses, and Capital Expenses
- Summary of Expenditures from 2017-2021
- 2021 Budget by Department
- 2021 Labor and Benefits Budget
- 2021 Operating Work Plans Recommended for Funding
- 2021 Capital Work Plans Recommended for Funding
- DMWW Budget Process & Timeline

2021 Budget Overview

The Des Moines Water Works budget process is very detailed and requires a high level of participation from all departments. We use an activity-based methodology which correlates to our internal financial reporting. Activity-based costing provides the cost tracking and allocations required for our Cost of Service calculations.

Budgets are prepared by “project” or activity. The process is lengthy, involved, and quite demanding at times. However, participants understand the benefits gained from the methodology, which include supporting our annual Cost of Service Study and fostering accountability for actual results.

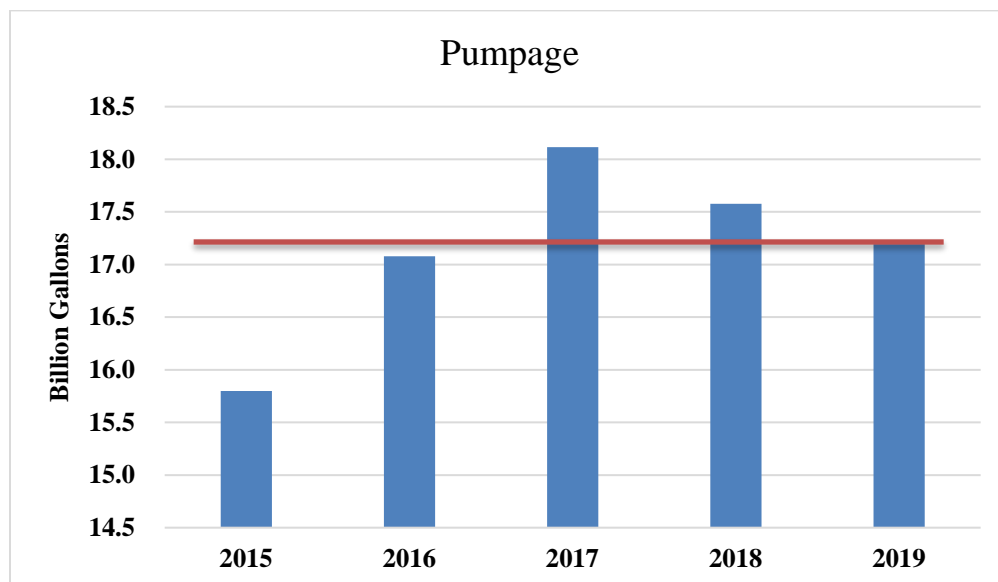
Budget files for operating and capital expenses are created by Finance. These files include prior year budget and actual information for comparative purposes and are created uniformly so that they total into a utility-wide budget. Additionally, there are several monthly financial reports to aid budgeters in reviewing and analyzing data to determine a proper level of expense for the upcoming budget year.

Budgeting is compilation of assumptions, estimations, and a reliance on financial information and other relevant data.

One of the first assumptions made is the water pumpage budget. Actual pumpage varies from year to year and is rather unpredictable several months out. Weather plays a huge impact on pumpage.

The pumpage budget for 2021 is 17.1 billion gallons. This is an increase of 100 million gallons from the 17.0 billion gallons that has been budgeted for the last several years.

The chart below shows that last five complete years of pumpage. The average pumpage for the five years is 17.2 billion gallons.



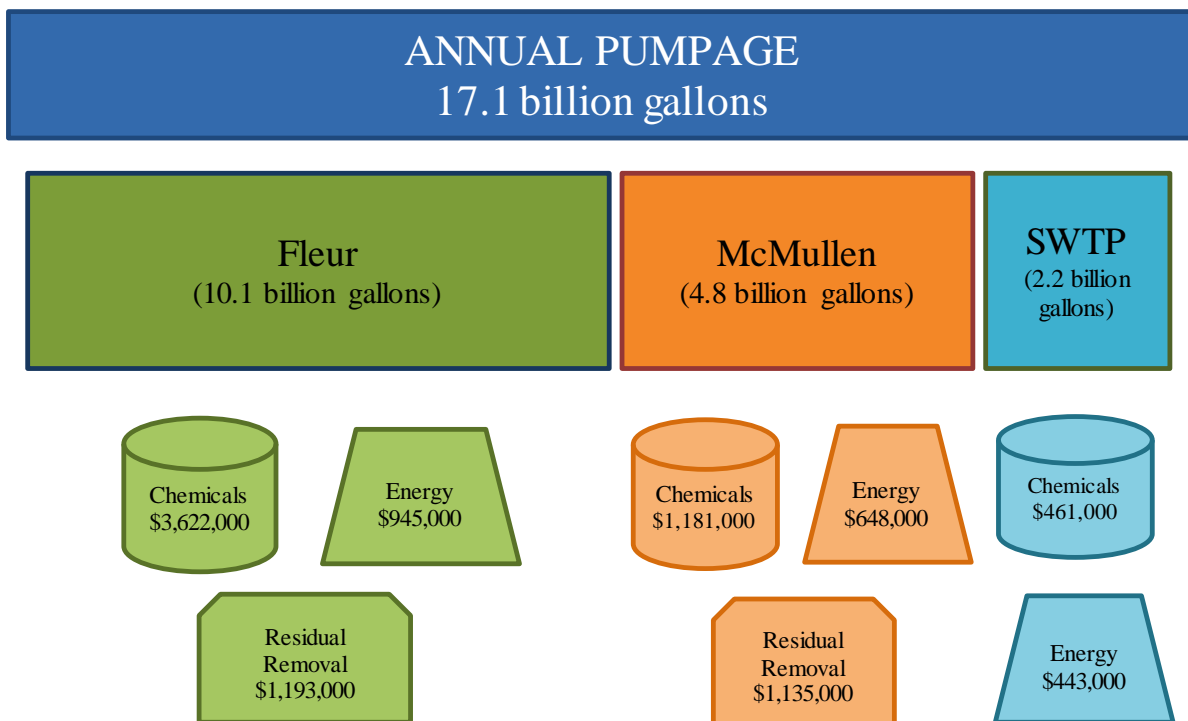
Budgeting one of the extremes would challenge the utility as funds would have been dedicated for certain types of expenses. By budgeting an average pumpage level, the likelihood of being significantly different than budget is lower. Additionally, with the high pumpage season being in the latter part of the year, this gives much less time for the utility to react to diverting funds from projects that have been committed or spent.

The annual pumpage number drives several components of the budget.

One is the water revenue budget. From the budgeted pumped gallons, a “billed consumption” number is calculated. On average, approximately 90% of water pumpage is billed. The approximately 10% of unbilled water is from main breaks, hydrant flushing, fire service, water used in production, and free water to the City of Des Moines.

The total billed consumption number of gallons is then allocated to the service areas based on historical usage. And finally, the water rates are applied to those consumption numbers by service area to calculate a revenue dollar budget.

The annual pumpage number is also used to determine the production at each of the three treatment facilities. Once the allocation of pumpage is determined, chemicals, energy, and residual removal expenses are budgeted based on the levels of production at each facility.



Historical data is one factor used to estimate direct treatment costs. To derive a budget, a set of assumptions must be used to calculate expenses. However, the ongoing mission of water treatment at DMWW is to maintain a consistent finished product despite dynamic changes in raw water quality. Therefore, day-to-day decisions are being made to provide an adequate supply of water to our customers in a manner that balances the factors of finished water quality, overall treatment expense, and regulatory compliance.

While pumpage is determined at the top level and pushed down, other elements of the budget are built from the ground up. For example, the operating budget is built one project at a time.

Example: One project, within the Distribution System Maintenance work plan, is “Repairs – Broken Mains.” The number of main breaks is reviewed for the past several years. Similar to pumpage, the number of main breaks can vary significantly from year to year. For example, in 2014, there were 418 breaks – a record setting year. The following year, there were 207 breaks – the lowest number for more than ten years. Again, we don’t want to budget at either extreme, so an average number of main breaks is budgeted for 2021.

Once the number of main breaks is determined, the cost elements of fixing a main break are included. These costs include pipe materials, concrete, aggregate materials, street permits, rental barricades, and of course, the labor of our distribution crews.

This type of detailed budgeting is done for the 300+ operating projects within the utility.

A similar process is done to build the capital budget. The 5-year capital improvement plan (CIP) is the starting point for the capital budget. The projects identified in the CIP are pulled into the budget templates and new projects are added for evolving capital needs. The proposed capital projects are reviewed, prioritized, and ultimately included or excluded from the budget depending on available financial resources.

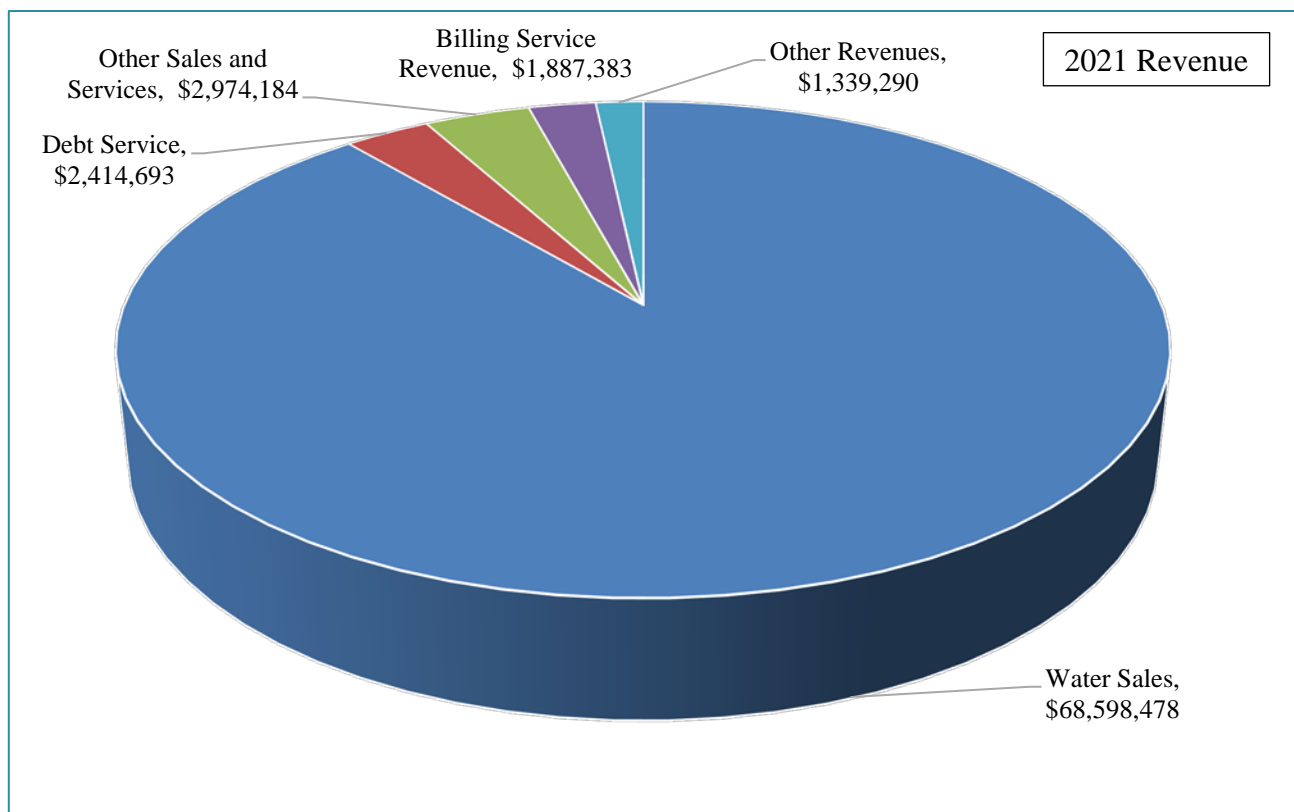
DES MOINES WATER WORKS
PROPOSED 2021 BUDGET SUMMARY AND COMPARISON TO 2020 BUDGET

	2021	2020	Percentage
	Proposed Budget	Approved Budget	Change
REVENUE:			
Water sales	\$68,598,478	\$ 64,256,164	6.8%
Debt service payments reimbursements	2,414,693	2,405,954	0.4%
Penalties and fees	320,000	325,000	(1.5%)
Other sales and services	2,974,184	2,694,043	10.4%
Billing service revenue	1,887,383	1,864,661	1.2%
Land & building use revenue	245,000	205,000	19.5%
Connection Fees	600,000	850,000	(29.4%)
Interest income	174,290	147,500	18.2%
Total revenue available for expenses	\$ 77,214,028	\$ 72,748,322	6.1%
ADDITIONAL FUNDING:			
Unspent funds carried over from prior year's approved budget	2,735,500	3,462,156	(21.0%)
Development Plan Review	75,312	72,765	3.5%
Other projects funded by outside entities (Norwalk, Polk City)	47,989	4,600,735	(99.0%)
Total additional funding available for expenses	\$ 2,858,801	\$ 8,135,656	(64.9%)
Total revenue and additional funding	\$ 80,072,829	\$ 80,883,978	(1.0%)
EXPENSES:			
<i>Operating expenses:</i>			
Labor	16,742,791	15,853,759	5.6%
Benefits	9,344,328	8,904,667	4.9%
Chemicals	5,264,023	5,188,414	1.5%
Residual Removal	2,327,491	2,291,872	1.6%
Utilities	2,972,976	3,021,388	(1.6%)
Gasoline/Fuel	235,818	236,261	(0.2%)
Purchased Services	7,477,430	6,823,964	9.6%
Training	162,390	170,870	(5.0%)
Materials and Equipment	3,745,252	3,827,146	(2.1%)
Insurance	1,440,000	1,271,500	13.3%
Postage	490,900	480,000	2.3%
Telephone	285,500	275,710	3.6%
Casualty Loss	100,000	100,000	0.0%
Loss on Bad Accounts	150,000	100,000	50.0%
Subtotal - Operating expenses	\$ 50,738,899	\$ 48,545,551	4.5%
<i>Capital expenditures:</i>			
Requests for new capital projects	21,772,075	24,063,756	(9.5%)
Multiple-year capital projects began before 2020 (carryover)	2,735,500	3,462,156	(21.0%)
Subtotal - Capital expenditures	\$ 24,507,575	\$ 27,525,912	(11.0%)
<i>Debt service obligations:</i>			
Des Moines Water Works' direct obligation	1,886,662	1,881,561	0.3%
Political subdivisions' obligation	2,439,693	2,430,954	0.4%
Subtotal - Debt service obligations	\$ 4,326,355	\$ 4,312,515	0.3%
<i>Operating reserves:</i>			
Addition to operating reserves	500,000	500,000	
Total projected uses	\$ 80,072,829	\$ 80,883,978	(1.0%)
Net position of revenues to expenses	0	0	

REVENUE

Operating revenue for 2021 is budgeted at \$77.2 million. This is an increase of approximately \$4.5 million and results in a 6.1% increase over the approved 2020 budget.

This revenue budget includes 17.1 billion gallons of pumpage which is slightly higher than the 2020 budget of 17.0 billion gallons. The 2021 budget includes volume rate increases of 5-7% for retail customers and 15% for wholesale/purchased capacity customers. These rates will be effective on April 1, 2021. The capital improvement fees and the water availability fees remain unchanged in the 2021 budget.



Water Sales are the most significant source of operating revenue, making up nearly 90% of total revenue. Water sales are budgeted to be \$68.6 million in 2021 which is \$4.3 million higher than the 2020 water sales budget.

Debt Service Reimbursements are payments DMWW receives from wholesale customers who participated in bond issues. This totals \$2.4 million.

Other Sales and Services are budgeted at nearly \$3.0 million. These revenues represent amounts budgeted within the departmental work plans. This includes reconnect fees, stop box repairs, distribution system repairs, lab testing, etc.

Billing Service Revenue is budgeted at nearly \$1.9 million. This represents fees charged to various cities, including Des Moines, Pleasant Hill, Windsor Heights, and others, for billing and collection services. This also includes revenue from HomeServe USA for billing and collection of fees from the optional service line maintenance program for residential customers.

Other Revenues, which are grouped together on the chart above, are budgeted at approximately \$1.3 million and is made up of:

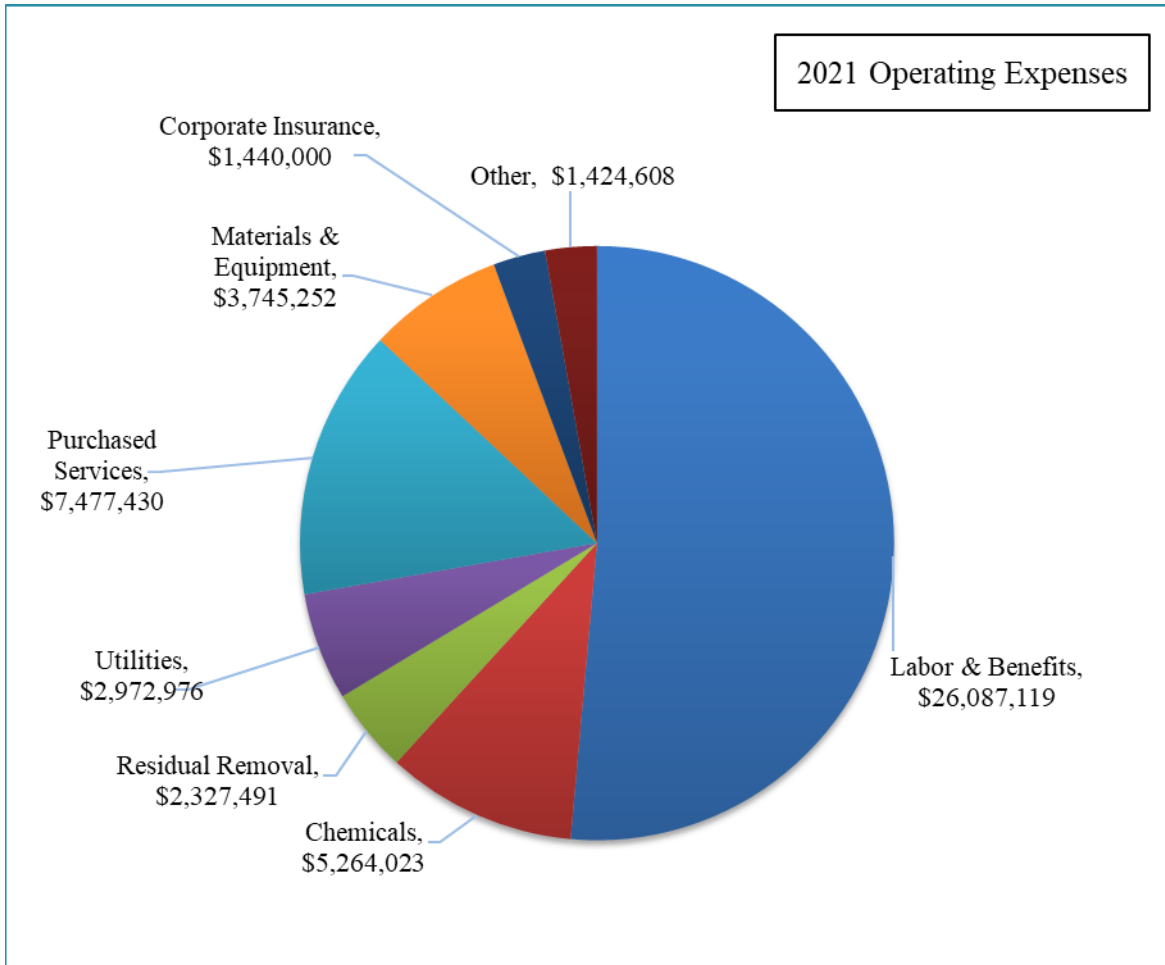
Penalties & Fees	\$320,000
Connection Fees	\$600,000
Land & Bldg Lease Revenue	\$245,000
Interest Income on Invested Reserves	\$174,300

ADDITIONAL FUNDING

This includes unspent funds that have been carried over from the prior year's budget and a very small amount of other funding from outside entities; including Norwalk and Polk City. The large joint projects (feeder mains and booster stations) that have been budgeted in prior years are nearing completion and only internal labor is budgeted in 2021.

OPERATING EXPENSE BUDGET

The operating expense budget reflects the budgeted costs of the day to day operations of the utility. The proposed operating budget totals \$50.7 million. This is an increase of 4.5% or approximately \$2.2 million from the approved 2020 budget.



Details of the operating budget is shown in the table below. The largest drivers of the increase are in labor, benefits, and purchased services. These items are discussed in more details on the following pages.

Operating Expenses	2021 Bgt	2020 Bgt	Change
Labor	16,742,791	15,853,759	889,032
Benefits	9,344,328	8,904,667	439,661
Chemicals	5,264,023	5,188,414	75,609
Residual Removal	2,327,491	2,291,872	35,619
Utilities	2,972,976	3,021,388	(48,412)
Gasoline/Fuel	235,818	236,261	(443)
Purchased Services	7,477,430	6,823,964	653,466
Training	162,390	170,870	(8,480)
Materials and Equipment	3,745,252	3,827,146	(81,894)
Insurance	1,440,000	1,271,500	168,500
Postage	490,900	480,000	10,900
Telephone	285,500	275,710	9,790
Casualty Loss	100,000	100,000	-
Loss on Bad Accounts	150,000	100,000	50,000
TOTAL OPERATING EXPENSES	\$ 50,738,899	\$ 48,545,551	\$ 2,193,348

Operating **Labor** is budgeted 5.6% higher than the 2020 budget. This equates to approximately \$890,000. A few things are driving this increase. This budget includes additional headcount of 2.5 full-time equivalents, with most of the additional hours being budgeted in operating projects. The additional hours budgeted are for one-half FTE in the CEO office, and one additional FTE in both the Water Production and Water Distribution departments. The labor rate increase per the union contract is another factor in the increase. And finally, there have been funds included in the budget for retiree payouts. Many employees will become vested in IPERS in 2021 and it is expected there will be several retirements. Retirees are paid out their accrued vacation and 90% of their accrued sick hours, subject to a maximum number of hours.

Benefit expenses are up 4.9%, or \$440,000, compared to the 2020 budget. Along with a labor rate increase comes increases to those benefits tied to wages such as FICA taxes and the DMWW contribution to IPERS and the deferred compensation plan. The utility's contribution to employees' medical premiums is budgeted to increase by a moderate amount from the utility's actual contribution. The actuarial defined contribution to the DMWW pension plan is budgeted at \$1,600,000 which is slightly lower than the 2020 budget. More details about the benefits budget can be found on page 18.

Chemical expenses are budgeted to increase 1.5%, or \$76,000, in 2021. While most chemical prices are budgeted to increase 5-9% in 2020 per initial indications from chemical vendors, the dosage requirement of many of the chemicals is budgeted to be reduced in 2021. During budgeting, the Water Production operations staff looks at the historical dosing trends of each chemical at each plant. That determines the projected amount of chemicals to be used for the 2021 budget. The actual usage of chemicals at the treatment plants will be made on a day-to-day basis throughout the year to provide safe, potable water.

Residual (lime) Removal expenses are up \$36,000 from the 2020 budget. Each year, the Fleur and McMullen treatment plants produce lime residuals. The residuals at Fleur are removed as produced. The 2021 budget assumes removal expenses for 52,000 tons of Fleur residual material and 2,000 tons of Fleur material which had been stockpiled at the McMullen Treatment Plant. The residuals at McMullen go through a multi-year cycle. The cycle is: fill lagoon with residuals, dry residuals, remove residuals from the lagoon to a drying area which is located near the lagoon on DMWW property, remove residuals from the drying area to off-site storage or to the final disposal site. There are two lagoons and two drying areas at the McMullen Treatment Plant. The removal costs for the McMullen residual material is multifaceted as well. There are costs incurred when the residual hauler moves material to off-site storage, when they move material to the final disposal site, and when they move material from the lagoon to the drying area. The 2021 budget assumes 30,000 tons of material to be moved to both off-site storage and to the final disposal site. There is a significant amount of material – 140,000+ yards to be moved from the west lagoon to the north drying area. This lagoon must be emptied in 2021 so that it can begin to be filled in 2022 with McMullen production. Additionally, it is expected that the residual hauler – Synagro – will increase their price per ton.

Utilities expense is down \$48,000 in 2021. The majority of utility expense is electricity used in the treatment process. This cost per million gallons varies among the three treatment plants. While overall pumpage is increasing in 2021, the allocation among the three treatment plants is changing. Production at the Saylorville Water Treatment Plant is budgeted to be lower in 2021. This plant uses more electricity per million gallons of water produced so the reduction of pumpage at that plant results in the overall electricity expense going down. Additionally, electric usage at the McMullen Treatment Plant has decreased in recent years due to the installation of three variable frequency drives which are more efficient and allow for the pumps to be run at lower speeds with the same flow. Electricity costs are budgeted to remain steady at the general office and budgeted to increase slightly at the remote pumping sites. Much of the increase in utility expense at the remote pumping sites is offset by increased revenue as those costs are paid for by the suburban customers utilizing those shared-use sites.

Purchased Services budgeted in 2021 include:

Purchased Services	2021 Proposed Budget
PILOT	\$ 1,359,000
Regionalization	415,000
Engineering Studies	580,000
I.T. Maintenance Contracts	959,000
Stop Box Repairs	212,000
Banking/Audit/Payroll Fees	178,000
Credit Card/E-check/Bill-pay Fees	150,000
Security	510,000
Plant Maintenance	705,000
Remote Site Maintenance	168,000
Distribution Maintenance/Repair	265,000
Facility Maintenance	158,000
Public Relations & Communications	106,000
GDMBG in-kind services	178,000
Consulting for Strategic Plan	100,000
“Other” Services (numerous)	<u>1,434,430</u>
Total	\$ 7,477,430

These expenses are up 9.6% from the 2020 budget. This equates to a \$653,000 increase. The biggest drivers of the change are:

- Engineering Studies – increase of \$505,000. The 2021 budget includes consulting expenses for two substantial studies.
 - Plant Expansion Study - \$150,000 budgeted for a thorough evaluation of the costs of incrementally expanding one of the treatment plants. This analysis will consider items related to source, treatment, and distribution.
 - Ground Water Study - \$400,000 budgeted for advancing the concept of developing a Des Moines River Well Field that could consistently provide 20 MGD to the Fleur Drive Treatment Plant.
- PILOT – increase of \$128,000.
- Strategic Plan – \$100,000 has been budgeted in 2021 for an outside consultant to facilitate a strategic plan for the utility.

Regionalization expenses of \$415,000 have been included in the 2021 budget. This amount was budgeted in 2020 and has been largely unspent due to ongoing discussions. With the emergent COVID-19 pandemic, some of these discussions were temporarily paused. They have restarted but will continue into 2021. Since the money won’t be spent in 2020, it was budgeted again in 2021. These costs include consultation and facilitation services as well as DMWW’s share of start-up costs for the new entity.

Materials & Equipment expenses include the supplies and materials used primarily in distribution, plant and remote site maintenance, laboratory supplies, and facility and vehicle maintenance. Expenses are budgeted 2.1% lower in 2021, which equates to \$82,000 on \$3.7 million of expenses.

Corporate Insurance expenses include the premium cost for the utility's insurance policies along with budgeted costs for workers' compensation claims. The 2021 budget has premium expenses increasing by \$168,500. Our insurance broker has indicated the insurance market is hardening and they are seeing increases across all lines.

Other expenses include postage expenses, telephone, casualty losses, fuel for fleet vehicles, training, bad debt write-off, etc. The amount budgeted for 2021 is approximately \$62,000 higher than the 2020 budget. Most of the increase relates to increasing the amount of bad debt write-off. While our collection procedures have not changed, the actual amount being written off has steadily increased through the years.

Details of all the Operating Work Plans and the comparison between the 2021 Proposed Budget and the 2020 Approved Budget begin on page 19.

The table below shows the budgeted operating expenses and increase over the prior years' budget for the last five years:

Year	Operating Budget	Increase
2016	\$ 40,602,589	
2017	\$ 41,633,475	2.5%
2018	\$ 43,380,343	4.2%
2019	\$ 46,060,938	6.2%
2020	\$ 48,545,551	5.4%
2021	\$ 50,738,899	4.5%

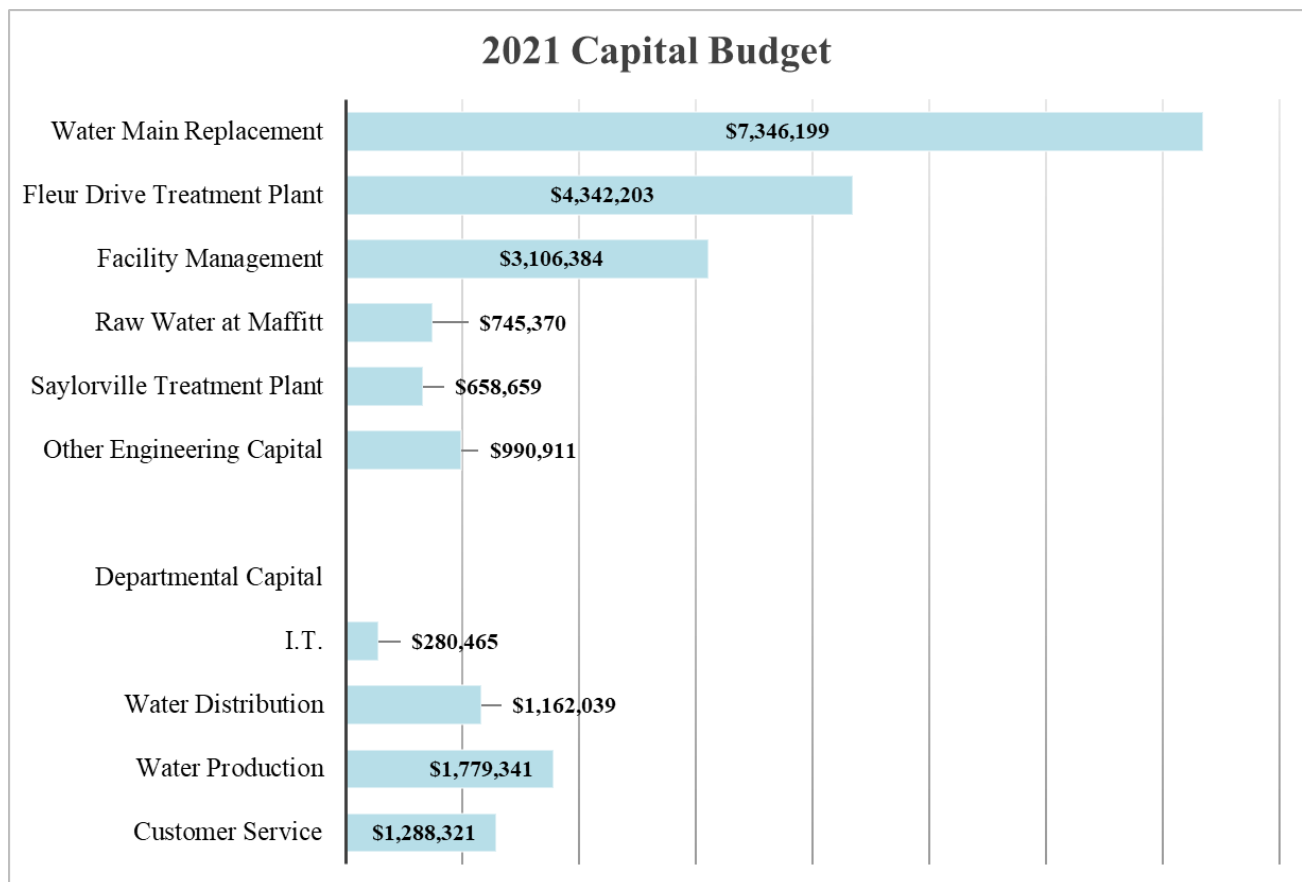
CAPITAL BUDGET

The 2021 capital budget includes \$24.5 million of capital requests.

Approximately \$2.7 million of the capital budget is for projects that are carried over from the prior year budget. Due to the efforts involved in planning, designing, bidding, and constructing large capital items, it is common for the spending to occur over multiple calendar years.

There is a very small amount budgeted in 2021 for projects with outside funding. The projects include a booster station and feeder main, which are nearing completion and only internal labor is budgeted to complete those projects in 2021.

That leaves approximately \$21.6 million of capital projects from the utility's revenue in 2021. This compares to \$19.5 million of capital projects budgeted from the utility's revenues in 2020.



Water main replacement is budgeted at \$7.3 million in 2021. This amount includes main replacement in Des Moines, Pleasant Hill, and the unincorporated Polk County service area.

Projects budgeted at the Fleur Drive Treatment Plant include rehabilitation of the lime sludge filter presses, construction of a new acid storage and feed system to clean the lime presses, continuing efforts for recharging the basins, and initial funds to upgrade the SCADA system.

Facility Management projects include upgrades to the Des Moines River intake, added funds for interior and exterior painting at the Wilchinski Standpipe, and additional funds for the grounds shop to be relocated to the southside of George Flagg Parkway.

There are departmental capital items that are budgeted each year to maintain and upgrade assets. While the projects continue to be budgeted each year, the same review process and prioritization occurs as with the other capital requests to determine the overall capital budget.

- The Water Distribution capital budget includes funds for replacing hydrants and valves, replacing large tools to do the tasks, as well as other upgrades.
- Customer Service budgets for meter replacement and MTU change-outs.
- I.T. has a budget for new hardware and software to replace aging equipment.
- Water Production has a capital budget to replace motors, pumps, and other individual parts within the treatment and remote facilities.
- Vehicle and equipment replacement is included in the Water Production budget.

Details of the Capital Work Plans begin on page 31.

Debt Service Obligations – Total debt service is budgeted at \$4.3 million in 2021. This represents the amounts that will be received from the wholesale customers who participated in the bond issues as well as DMWW's obligation.

Operating Reserves – Operating reserves are budgeted at \$500,000 in 2021. This is the ongoing amount that is budgeted each year to increase reserves due to increases in operating expenses in order to meet the Board policy of three months' operating expenses in reserves.

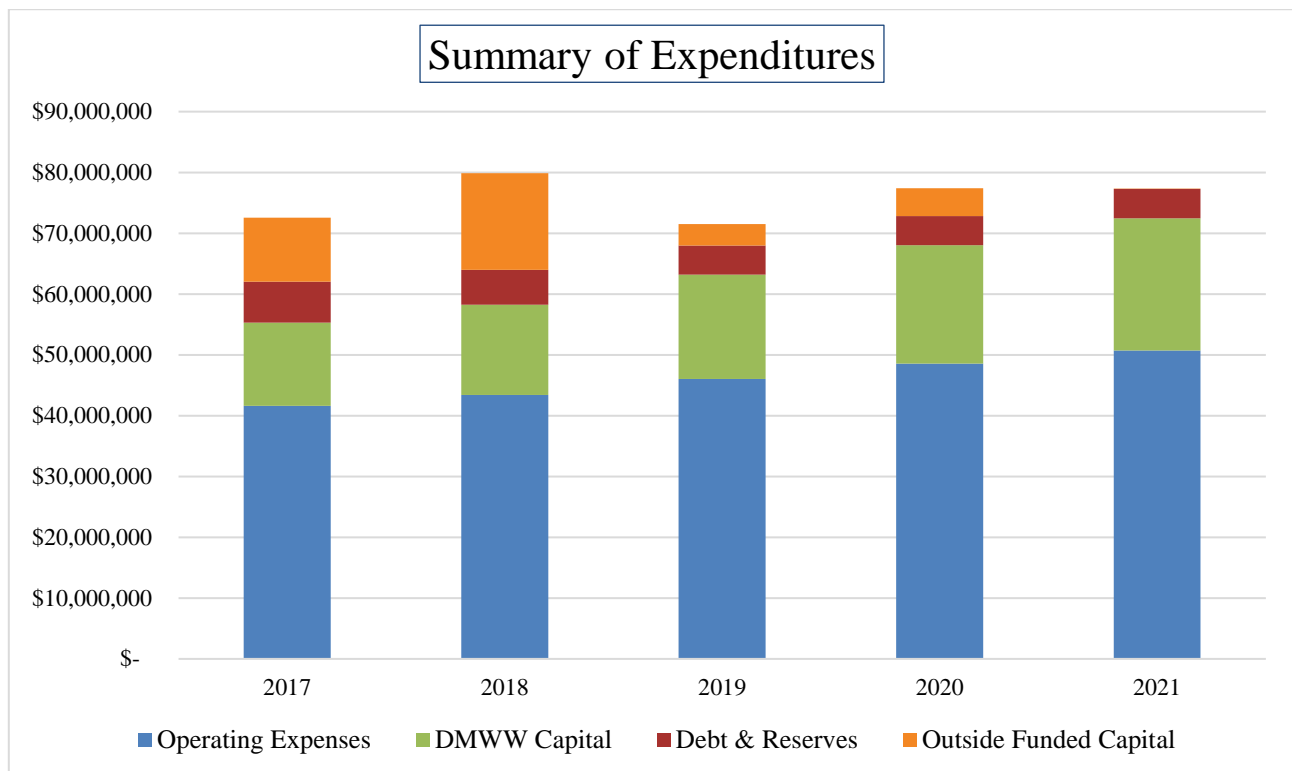
SUMMARY OF EXPENDITURES

The following chart shows five years of budgeted cash expenditures. The four main categories of expenditures are: operating expenses, DMWW funded capital expenses, debt payments and increase in operating reserves, and outside funded capital expenses.

As expected, operating expenses and DMWW funded capital expenses have steadily increased through the five-year period.

Debt service payments have remained fairly constant in the last five years. The budget to increase operating reserves was \$1.5 million in 2017 and 2018 due to the revenue shortfall in 2015 and then returned to \$500,000 for 2019-2021.

Finally, outside funded capital expenses vary from year to year. This includes joint projects such as feeder mains and pump stations which will benefit those entities contributing the funds as well as the DMWW Park Foundation project which was budgeted to be complete in 2019.



BUDGET BY DEPARTMENT

The next page shows expenses by department sliced a little differently than the project/work plan method that the utility uses for financial reporting, cost of service, etc.

The table shows the Non-Labor expenses by department. These expenses include Materials/Inventory, Services, Utilities and are shown in the department that budgets for those expenses.

The table shows the Labor expenses for each department. This is based on which department the employee works in and does not take into consideration where that employee charges his/her time.

In 2018, a new department was created called Office of the Chief Operating Officer. This includes the areas of Risk & Incident Management, Safety, and Grounds. These functions had been part of the Water Distribution department.

2021 Budget by Department

This table shows non-labor expenses by department - that is, the department where the materials, services, etc. are budgeted. It shows the labor expenses for each department - that is, the employee's department and doesn't take into consideration where that employee charges his/her time.

NON LABOR EXPENSES	CEO	Customer Service	Engineering	Finance	Human Resources	Information Technology	OCOO	Water Distribution	Water Production	Unallocated Benefits	Total
OPERATING											
Company-Wide	-	150,000	-	1,440,000	-	-	100,000	-	-	9,344,328	11,034,328
Inventory	1,100	141,383	14,500	83,300	4,000	400	20,800	400,850	6,182,376	-	6,848,709
Materials	103,180	110,450	8,600	521,510	47,475	60,600	200,370	891,199	964,100	-	2,907,484
Services	669,950	195,970	594,550	579,063	165,370	1,359,013	2,113,816	611,651	3,657,728	-	9,947,111
Utilities	-	-	-	-	-	285,500	9,800	-	2,963,176	-	3,258,476
Total Operating	\$ 774,230	\$ 597,803	\$ 617,650	\$ 2,623,873	\$ 216,845	\$ 1,705,513	\$ 2,444,786	\$ 1,903,700	\$ 13,767,380	\$ 9,344,328	\$ 33,996,108
CAPITAL											
CAPITAL	-	1,361,003	18,431,936	-	-	254,000	-	789,029	1,697,000	-	22,532,968
LABOR EXPENSES (by department)											
LABOR EXPENSES (by department)	341,490	2,682,939	2,165,308	997,369	317,147	997,816	987,097	4,598,473	5,429,757	200,000	18,717,397
TOTAL	\$ 1,115,720	\$ 4,641,746	\$ 21,214,894	\$ 3,621,242	\$ 533,992	\$ 2,957,329	\$ 3,431,883	\$ 7,291,202	\$ 20,894,137	\$ 9,544,328	\$ 75,246,474
Full-Time Equivalents											
Full-Time Equivalents	2.5	35.8	21.0	10.6	3.5	9.0	13.6	55.0	62.9		214.0

Reconciliation to 2021 Budget Summary	
Operating Expenses	50,738,899
Capital Expenses	24,507,575
Total Expenses	75,246,474

LABOR and BENEFITS BUDGET

Labor and benefit costs makes up a significant portion of the utility's budget.

Labor hours are budgeted in operating projects and capital projects. Many positions within the utility are primarily budgeted in operating projects as the work involved is in the general day-to-day operations of the utility. These positions include those in the administrative departments of Customer Service, Finance, Human Resources, Information Technology, OCOO, and OCEO. Within the operating departments of the utility, there are positions that support the operating activities – ongoing operations and maintenance of the utility. There are positions that generally support the capital efforts – design and construction of assets, replacement of assets, etc. And then there are positions that complete both types of functions. Therefore, while the overall headcount of the utility remains constant, the allocation between operating and capital hours varies from year to year.

Employees are budgeted with non-productive time – which is their time off through the year. This includes holidays, vacation, floating holidays, and sick time. It also includes On-Call pay and for 2021, it includes funds for retiree payouts. The total amount budgeted for 2021 is \$3.0 million.

The non-labor piece of benefit expenses is budgeted at \$9.3 million and includes costs for insurance premiums, employer contributions to IPERS, deferred compensation, social security taxes, contributions to the DMWW pension plan, and flex pay.

	2021 Proposed Budget	2020 Approved Budget	Percentage Change
Labor			
Operating	\$ 16,742,791	\$ 15,853,759	
Capital	1,974,607	1,783,024	
	\$ 18,717,397	\$ 17,636,783	6.1%
Benefits			
Insurance Premiums			
Employee Medical	\$ 3,532,200	\$ 3,213,360	
Retiree Medical	246,720	226,824	
Life/LTD/AD&D	60,554	58,015	
Retirement Expenses			
IPERS (9.44%)	1,732,463	1,667,484	
FICA taxes (7.65%)	1,403,956	1,351,298	
DMWW Pension	1,600,000	1,640,000	
Deferred Compensation	367,744	352,061	
Flex Dollars	376,309	374,492	
Car Allowance	24,383	21,133	
Total Benefits	\$ 9,344,328	\$ 8,904,667	4.9%
% of total labor	49.9%	50.5%	
Total Labor & Benefits	\$ 28,061,726	\$ 26,541,450	5.7%

2021 Operating Work Plans Recommended for Funding
Office of the CEO

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$ %	
Board Activities					
Facilitation of Board-related activities in accordance with Code of Iowa requirements and to assure a well-informed Board of Trustees fully prepared to render policy decisions for the optimal benefit of the utility.	Labor	133,586	133,817		
	Non Labor	469,950	468,835		
Provides for costs associated with regionalization efforts. Non-labor expense of \$415,000 was budgeted in 2020. That money will not be spent in 2020 and was budgeted again in 2021. This includes funds for consulting expenses, legal fees, and DMWW's share of the start-up costs for the new entity.	Total	603,536	602,652	884	0.1%
CEO Office Operations					
Provides for the efficient administrative and leadership support for the Office of the CEO including staff appraisals, professional support for senior management on miscellaneous non-project issues, and communication/support with outside organizations.	Labor	116,714	101,028		
	Non Labor	62,650	66,655		
	Total	179,364	167,683	11,681	7.0%
Business Strategy					
Provides for the costs associated with the visionary leadership of the utility which includes supervisor meetings, senior management team meetings, and CEO walk-arounds.	Labor	124,534	96,510		
	Non Labor	101,305	1,380		
The 2021 Budget includes \$32,000 of internal labor and \$100,000 for an outside consultant to facilitate a strategic plan for the utility.	Total	225,839	97,890	127,949	130.7%
Project Management					
Provides costs associated with managing operational projects as assigned by the CEO. For 2021, efforts related to energy management have been budgeted.	Labor	17,026	7,813		
	Non Labor	33,250	89,650		
Outside consulting expense was reduced for 2021. Costs to recertify the ISO 50001 were budgeted in 2020 and are not included in the 2021 Budget.	Total	50,276	97,463	(47,188)	-48.4%
Public Policy - Watershed Advocate					
Includes activities to influence and monitor public policy and resource allocation decisions of state and federal legislative and regulatory initiatives which have a potential impact on the utility and/or the drinking water industry's ability to provide safe drinking water to consumers in a cost effective and sustainable manner.	Labor	48,257	45,245		
	Non Labor	107,075	94,100		
	Total	155,332	139,345	15,987	11.5%
Total Office of the CEO					
	Labor	440,117	384,413		
	Non Labor	774,230	720,620		
	Total	1,214,347	1,105,033	109,314	9.9%

2021 Operating Work Plans Recommended for Funding
Customer Service

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$ %	
Customer Service Administration					
Captures the general and administrative costs of customer service, including training.		Labor	56,082	57,061	
		Non Labor	15,450	14,450	
		Total	71,532	71,511	21 0.0%
Customer Service Contact Center & Data Quality					
Costs to provide quality customer service to both external and internal customers. This includes providing walk-in, written and telephone customer service to the customers of DMWW, as well as our billing and collecting customers. Also encompasses account maintenance and collection activities.		Labor	969,607	923,273	
		Non Labor	206,970	159,170	
		Total	1,176,577	1,082,443	94,134 8.7%
Labor costs are higher due to slightly more overtime budgeted in 2021. Non-labor costs include increase in Bad Debt Expense of \$50,000 to \$150,000. Both these increases are to bring the budget more in line with actual experience.					
Field Customer Service					
Includes the costs of field service workers in completing work orders, repairing meters, administration of contracted plumbers, and repairing stop boxes.		Labor	1,185,715	1,152,131	
		Non Labor	185,983	176,501	
		Total	1,371,698	1,328,632	43,066 3.2%
Communications & Public Relations					
Provides for activities related to public relations, utility communications, website and social media support, graphics services, marketing, speaking engagements and treatment plant tours.		Labor	73,079	67,193	
		Non Labor	129,000	131,825	
		Total	202,079	199,018	3,061 1.5%
New Business, Community & Economic Development, Existing Relationships					
Includes client contact with key wholesale and commercial/industrial customers and the development and execution of action plans as a result of identified new business opportunities. Includes the contribution to the Greater Des Moines Partnership.		Labor	17,889	20,465	
		Non Labor	60,400	60,400	
		Total	78,289	80,865	(2,575) -3.2%
Total Customer Service		Labor	2,302,372	2,220,123	
		Non Labor	597,803	542,346	
		Total	2,900,175	2,762,469	137,706 5.0%

2021 Operating Work Plans Recommended for Funding
Engineering

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$ %	
Engineering Management					
Tracks operating costs including: communication with staff, training for Engineering staff, leadership and department meetings, safety chats, customer service, administrative support activities, attendance at city pre-app meetings, Engineering leadership support of the Water Works Park Foundation, and cell tower administration.		Labor	324,405	336,438	
		Non Labor	37,250	47,250	
		Total	361,655	383,688	(22,033) -5.7%
Engineering Studies					
Covers the cost to conduct engineering studies to determine the feasibility of future capital projects as well as monitoring efforts around DMWW facilities.		Labor	121,499	50,671	
		Non Labor	580,400	75,250	
Two large studies are being budgeted in 2021. One focusing on plant expansion and the other focusing on ground water sources. Additional efforts include distribution system modeling, tank inspections, corrosion control support, Bishop Farms wetland mitigation monitoring, & condition appraisal of remote sites.		Total	701,899	125,921	575,978 457.4%
Total Engineering					
		Labor	445,904	387,110	
		Non Labor	617,650	122,500	
		Total	1,063,554	509,610	553,945 108.7%

2021 Operating Work Plans Recommended for Funding
Finance

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Finance Administration					
Summarizes the administrative costs for the Finance department including clerical support, performance management, and training.	Labor	52,501	48,266		
	Non Labor	29,510	29,050		
	Total	82,011	77,316	4,695	6.1%
Financial Services					
Summarizes the costs related to the financial services performed throughout, and for the benefit of, the entire utility. Services include, but are not limited to: payroll, accounts payable, financial reporting, banking, annual audit, cost of service study, etc. This work plan also includes the corporate insurance premiums.	Labor	461,449	447,939		
	Non Labor	1,636,150	1,454,000		
Premium expense for corporate insurance is budgeted to increase \$178,000 in 2021 based on discussions with our insurance broker.	Total	2,097,599	1,901,939	195,660	10.3%
Payment Processing					
Summarizes the costs to perform accounts receivable billing, collection, and balancing functions for the utility.	Labor	69,018	63,872		
	Non Labor	169,350	219,200		
The 2021 Budget includes a full year of outsourced processing of electronic payments, which will be implemented along with CIS. This results in lower expenses for DMWW.	Total	238,368	283,072	(44,704)	-15.8%
Mail Processing					
Summarizes the costs to prepare and mail customer bills.	Labor	44,328	45,972		
	Non Labor	605,050	581,000		
	Total	649,378	626,972	22,406	3.6%
Purchasing & Central Stores					
Provides support to our internal customers for purchasing, warehousing and delivering of product in a cost effective and timely manner.	Labor	204,348	195,240		
	Non Labor	5,750	5,750		
	Total	210,098	200,990	9,108	4.5%
Greater Des Moines Botanical Gardens					
Summarizes the in-kind services provided to the GDMBG according to our agreement.	Labor	21,937	31,206		
	Non Labor	178,063	168,794		
	Total	200,000	200,000	(1)	0.0%
Total Finance	Labor	853,582	832,495		
	Non Labor	2,623,873	2,457,794		
	Total	3,477,455	3,290,289	187,166	5.7%

2021 Operating Work Plans Recommended for Funding
Human Resources

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec)	
				\$	%
HR Administration					
Captures the general clerical and administrative costs of the Human Resources department.					
	Labor	52,798	48,907		
	Non Labor	21,000	16,930		
	Total	73,798	65,837	7,960	12.1%
Employee Relations					
Includes costs for the use of focus groups, labor/management committees, recognition initiatives, the Spigot employee newsletter, employee meetings, one-on-one issue identification and resolution, formal grievance resolution, and administration of DMWW's drug-free workplace program.					
	Labor	190,034	159,497		
	Non Labor	47,700	40,575		
	Total	237,734	200,072	37,661	18.8%
Included in the 2021 Budget are costs (primarily labor) for union contract negotiations with AFSCME.					
Employment					
Provides resources for recruiting and selecting quality new employees for vacant positions. Equal Employment Opportunity and affirmative action compliance is also assured.					
	Labor	24,968	27,622		
	Non Labor	27,795	31,020		
	Total	52,763	58,642	(5,879)	-10.0%
Compensation & Benefits					
Includes costs associated with maintaining and enhancing a competitive, cost-effective and compliant employee compensation and benefits program.					
	Labor	61,369	57,954		
	Non Labor	64,800	88,750		
	Total	126,169	146,704	(20,534)	-14.0%
Reduction based on aligning the budget with actual costs. Additionally, a compensation market study was budgeted in 2020 and not needed in 2021.					
Employee Learning & Growth					
Provides for the administration and coordination of utility-wide employee training, continual learning, career planning, and work-life balance initiatives.					
	Labor	3,340	6,306		
	Non Labor	55,550	71,800		
	Total	58,890	78,106	(19,215)	-24.6%
Reduced budgeted expenses for 2021 are to more accurately reflect actual spending. With the unknowns surrounding COVID-19, we anticipate less in-classroom training and more online training in 2021.					
Total Human Resources					
	Labor	332,509	300,286		
	Non Labor	216,845	249,075		
	Total	549,354	549,361	(7)	0.0%

2021 Operating Work Plans Recommended for Funding
Information Technology

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$ %	
I.T. Administration					
Captures the general and administrative costs of the I.T. department including: invoice processing, budget tracking, performance management and training.		Labor	118,927	108,965	
		Non Labor	55,600	55,100	
		Total	174,527	164,065	10,462 6.4%
Technical Services					
Provides technical support for all hardware and software components used for client computing. This includes file serving, printing, PC software and hardware maintenance, computer operations, helpdesk support, PC upgrades and patches. Additionally, IT computer operations are supported, including activities around nightly processing, reporting, and printing.		Labor	98,474	95,559	
		Non Labor	179,200	172,000	
		Total	277,674	267,559	10,115 3.8%
I.T. Development					
Provides technical support for all applications and software components used for corporate computing. This includes application support and application development.		Labor	27,756	26,389	
		Non Labor	40,000	40,000	
		Total	67,756	66,389	1,367 2.1%
System Services					
Provides technical support for all network hardware, software, and components used for utility computing. This includes all networking, file serving, printing, disaster recovery, security, backups, internet connectivity, upgrades, and patches.		Labor	160,149	151,064	
		Non Labor	611,505	580,910	
Increases relate to cyber-security, server support, and telecommunications costs relating to increased data usage.		Total	771,654	731,974	39,680 5.4%
I.T. Services					
Provides resources to support all facets of software and hardware as they relate to core I.T. services including in-house software applications, purchased applications, support, reporting, and technical consulting.		Labor	399,099	381,787	
		Non Labor	819,208	767,432	
The largest increases in this work plan relate to annual maintenance expenses for CRM/CIS services. This includes Aclara, which is used for the collection of our meter reads. Additionally, EAM maintenance is increasing due to additional licenses.		Total	1,218,307	1,149,219	69,088 6.0%
Total I.T.					
		Labor	804,406	763,764	
		Non Labor	1,705,513	1,615,442	
		Total	2,509,919	2,379,206	130,713 5.5%

2021 Operating Work Plans Recommended for Funding
Office of the Chief Operating Officer

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec)	
				\$	%
OCOO Administration					
Administrative costs for the Office of the Chief Operating Officer including employee meetings, performance management, and training. Reduced labor hours are as a result of aligning the budget to where actual hours are being charged.	Labor	47,539	66,521		
	Non Labor	4,320	4,320		
	Total	51,859	70,841	(18,982)	-26.8%
Risk & Incident Management					
Costs including park police, contract security, access control, surveillance, emergency operations, and flood protective measures. Also includes costs associated with liability claims. The 2020 budget included costs related to complete a risk assessment and prepare an emergency response plan as required by the EPA. Partially offsetting this decrease in 2021 is an increase in expenses related to contracted security services.	Labor	140,451	135,190		
	Non Labor	705,700	734,300		
	Total	846,151	869,490	(23,339)	-2.7%
Grounds Maintenance					
Management and maintenance of DMWW properties as well as properties maintained under 28E agreements with the City of Des Moines. Includes labor and materials to administer park events that are held in Water Works Park. The PILOT to the City of Des Moines is increasing nearly \$128,000 to \$1,359,081. Other increases include costs to maintain roadways and parking areas at Maffitt Reservoir, Water Works Park, and remote sites and contracted maintenance of the Fleur Drive medians.	Labor	494,628	486,117		
	Non Labor	1,616,466	1,454,685		
	Total	2,111,094	1,940,802	170,292	8.8%
Safety					
Captures the general and administrative costs of the safety program - which includes labor, outside consultants to provide training, and safety materials and supplies.	Labor	132,271	123,022		
	Non Labor	118,300	121,800		
	Total	250,571	244,822	5,749	2.3%
Total Office of the COO					
	Labor	814,889	810,850		
	Non Labor	2,444,786	2,315,105		
	Total	3,259,675	3,125,955	133,719	4.3%

2021 Operating Work Plans Recommended for Funding
Water Distribution

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Distribution Administration (Distribution Support)					
Administrative costs for the Distribution department including clerical support, employee meetings, performance management, and training.					
	Labor	181,950	203,785		
	Non Labor	49,940	46,140		
	Total	231,890	249,925	(18,036)	-7.2%
Des Moines Field Support					
Tasks required to support distribution system maintenance and utility locates; including work order processing, twenty-four hour dispatch, record updates, database maintenance, and customer contact.					
	Labor	492,996	443,042		
	Non Labor	47,296	44,804		
	Total	540,292	487,846	52,447	10.8%
Increase in labor is for implementation of EPA's revised Lead and Copper Rule Revisions as well as increase in overtime hours being budgeted to line up with actual results.					
Distribution System Maintenance & Repair					
Costs for distribution system maintenance and repair tasks which include repairing broken water mains, hydrant and valve maintenance and repair, flushing dead end water mains, adjusting valve boxes to grade for city paving projects, and maintaining cathodic protection systems.					
	Labor	1,652,991	1,653,423		
	Non Labor	1,228,604	1,277,220		
	Total	2,881,595	2,930,643	(49,048)	-1.7%
The number of main breaks budgeted in 2021 is lower based on actual experience over the last several years.					
Leak Detection and Locating					
Costs for leak detection, locating, customer distribution services (complaints/inquiries), and feeder signage maintenance.					
	Labor	640,012	603,136		
	Non Labor	39,300	39,150		
	Total	679,312	642,286	37,026	5.8%
Increase in labor hours is due to an increase in the number locate tickets being done annually.					
Distribution Billed Services					
Costs for billed services including making taps for new service lines, providing contracted leak location services, repairing damaged facilities, and repairing inoperable service valves.					
	Labor	206,523	213,364		
	Non Labor	482,510	481,535		
	Total	689,033	694,899	(5,866)	-0.8%
Distribution Water Quality					
Maintain the quality of the water in the distribution system through administration of the cross-connection control program and the implementation of the initiatives that will maintain water quality and response to water quality complaints.					
	Labor	162,028	154,582		
	Non Labor	56,050	60,475		
	Total	218,078	215,057	3,021	1.4%
Total Water Distribution					
	Labor	3,336,501	3,271,333		
	Non Labor	1,903,700	1,949,324		
	Total	5,240,201	5,220,657	19,544	0.4%

2021 Operating Work Plans Recommended for Funding
Water Production (page 1 of 3)

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Water Production Administration Administrative and support costs for the Water Production department including clerical support, employee meetings, performance management, and training.	Labor	301,853	277,461		
	Non Labor	83,200	98,500		
	Total	385,053	375,961	9,092	2.4%
Water Production Operations To provide a safe and reliable drinking water supply to the customers of Des Moines Water Works in sufficient quantities and at adequate pressures to meet their needs.	Labor	945,268	938,571		
	Non Labor	107,835	96,500		
	Total	1,053,103	1,035,071	18,032	1.7%
Fleur Plant Chemicals & Energy Provide the water treatment chemicals and energy necessary to insure the production of safe, high quality water in sufficient quantities to meet our customers' needs. Provides funding for the removal of lime softening residuals.	Labor	11,359	9,448		
	Non Labor	5,759,997	5,602,560		
Increased costs are a result of higher production being budgeted at this plant along with moderate increases in chemical prices.	Total	5,771,356	5,612,008	159,348	2.8%
McMullen Plant Chemicals & Energy Provide the water treatment chemicals and energy necessary to insure the production of safe, high quality water in sufficient quantities to meet our customers' needs. Provides funding for the removal of lime softening residuals.	Labor	88,325	80,161		
	Non Labor	2,971,294	2,919,617		
Budgeted production at this plant remains the same as the 2020 budget. The increases are due to chemical price increases and increased costs to remove residuals.	Total	3,059,619	2,999,779	59,840	2.0%
SWTP Chemicals & Energy Provide the water treatment chemicals and energy necessary to insure the production of safe, high quality water in sufficient quantities to meet our customers' needs.	Labor	102,453	101,362		
	Non Labor	922,678	1,081,196		
Reduced cost is a result of lower production being budgeted at this plant. Offsetting this decrease is a moderate increase in chemical prices.	Total	1,025,131	1,182,558	(157,427)	-13.3%
Fleur Maintenance Includes all maintenance and repair expenses of the Fleur Drive treatment plant, Des Moines River intake/pump station, Fleur electric substation, flooding station, and pressed sludge lagoons.	Labor	818,356	804,186		
	Non Labor	1,005,205	1,047,750		
	Total	1,823,561	1,851,936	(28,375)	-1.5%
McMullen Maintenance Includes all maintenance and repair expenses of the McMullen Treatment Plant, radial collector wells, Crystal Lake, and ASR.	Labor	237,573	241,990		
	Non Labor	281,667	339,101		
Lower maintenance costs are a result of using internal labor to complete softener cleans rather than an outside contractor and lower costs for repairs at the wells and Crystal Lake.	Total	519,240	581,091	(61,851)	-10.6%
SWTP Maintenance Includes mechanical and electrical maintenance for the Saylorville Water Treatment Plant.	Labor	245,478	227,420		
	Non Labor	273,586	290,748		
	Total	519,064	518,168	896	0.2%

2021 Operating Work Plans Recommended for Funding
Water Production (page 2 of 3)

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Water Production Maintenance Oversight					
Provides oversight efforts for the daily planning of maintenance in Water Production. Also encompasses the efforts to maintain the CMMS system. The majority of this increase is due to additional hours being budgeted to this project for a new (additional) staff position.	Labor	208,269	129,303		
	Non Labor	-	-		
	Total	208,269	129,303	78,966	61.1%
Louise P. Moon Pumping Maintenance					
Provides for maintenance of the Louise P. Moon Storage and Pumping Facility, the Waukee Booster Station, the LPM ASR facility, and Waukee/Xenia Booster station which will ensure water is provided in acceptable quantities at desirable pressures.	Labor	66,459	62,105		
	Non Labor	446,295	434,730		
	Total	512,754	496,835	15,919	3.2%
Polk County Storage & Pumping					
Provides for maintenance of the Polk County Pumping Station which will ensure water is provided to our Ankeny and Polk County customers in acceptable quantities at desirable pressures.	Labor	34,751	41,345		
	Non Labor	115,390	101,350		
	Total	150,141	142,695	7,446	5.2%
Des Moines Remote Storage					
Provides for the maintenance of remote facilities within the cities of Des Moines and Pleasant Hill, the Norwalk booster station, Polk City booster station, Southeast Polk/Bondurant chloramination facility, sites in Runnells for water and waste water operations, Army Post Road ASR facility, and the new Joint Maffitt Lake Booster Station.	Labor	200,860	198,344		
	Non Labor	431,125	429,155		
	Total	631,985	627,499	4,486	0.7%
Lab Operations					
Routine, non-investigative testing in the chemistry laboratory related to regulatory compliance and assessment of treatment plant processes.	Labor	252,536	236,283		
	Non Labor	150,639	150,200		
	Total	403,175	386,483	16,692	4.3%
Microbiology Operations					
Routine, non-investigative testing in the microbiology laboratory related to regulatory compliance and assessment of treatment plant processes.	Labor	110,371	107,826		
	Non Labor	55,000	55,000		
	Total	165,371	162,826	2,544	1.6%
Water Quality Research					
Investigative testing concerning water quality and plant process improvements.	Labor	35,621	33,882		
	Non Labor	15,000	20,000		
	Total	50,621	53,882	(3,261)	-6.1%
Source Water Quality Monitoring					
Investigation of source water quality related to CPS objectives, ACWA/ISA monitoring, Urban Snapshot monitoring, and the IDNR/DMWW cooperative monitoring project. Decreased expenses are due to fewer test kits for emerging contaminants (toxins). Lab staff has become more knowledgeable of toxins and are able to run fewer tests to gather the necessary information.	Labor	21,769	20,783		
	Non Labor	58,000	74,500		
	Total	79,769	95,283	(15,514)	-16.3%

2021 Operating Work Plans Recommended for Funding
Water Production (page 3 of 3)

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Radio Communication Equipment					
Maintenance and supervision expenses of the trunked radio system and telemetry system.	Labor	14,723	14,068		
	Non Labor	33,500	44,000		
	Total	48,223	58,068	(9,844)	-17.0%
HVAC Operations					
To operate, maintain, and repair all heating, air conditioning, and ventilation equipment for all DMWW facilities.	Labor	82,847	63,171		
	Non Labor	53,500	54,500		
Increase in labor costs are due to the maturing age of HVAC equipment requiring additional maintenance efforts.	Total	136,347	117,671	18,677	15.9%
Facility Maintenance					
Captures the general and administrative costs of building upkeep and general facility maintenance.	Labor	160,676	159,112		
	Non Labor	418,400	409,700		
	Total	579,076	568,812	10,263	1.8%
Vehicle Maintenance					
Costs for maintaining the vehicles and equipment for our internal users. It also provides support to fabricating and repairing tools and parts for our customers.	Labor	446,088	436,049		
	Non Labor	585,068	565,811		
	Total	1,031,156	1,001,860	29,296	2.9%
Total Water Production	Labor	4,385,633	4,182,870		
	Non Labor	13,767,380	13,814,919		
	Total	18,153,013	17,997,788	155,225	0.9%

2021 Operating Work Plans Recommended for Funding

Summary Operating Expenses	2021 Proposed Budget	2020 Approved Budget	Inc / (Dec)
Total by Department			
CEO	1,214,347	1,105,033	109,314
Customer Service	2,900,175	2,762,469	137,706
Engineering	1,063,554	509,610	553,945
Finance	3,477,455	3,290,289	187,166
HR	549,354	549,361	(7)
IT	2,509,919	2,379,206	130,713
Office of the COO	3,259,675	3,125,955	133,719
Water Distribution	5,240,201	5,220,657	19,544
Water Production	18,153,013	17,997,788	155,225
Utility Benefits	12,371,206	11,605,183	766,023
Includes non-productive time (vacation, sick, holiday) and benefits (health insurance, deferred comp match, pension, IPERS, FICA, retiree payouts in 2021, etc.)			
Total Recommended Operating Budget	<u>50,738,899</u>	<u>48,545,551</u>	2,193,348 4.5%

2021 CAPITAL Work Plans Recommended for Funding

Work Plan & Description		2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Field Customer Service Capital					
Provides capital materials (meters & MTUs) needed to update and keep our current meter reading system updated and provide accurate meter reads needed for billing. We will also continue to work towards completion of our meter change-out program of meters in service for over 17 years.					
	Labor	-	-		
	Non Labor	1,361,003	1,288,321		
	Total	1,361,003	1,288,321	72,682	5.6%
Facility Management					
Includes costs of providing rehabilitation and enhancements as needed to extend the service life and improve the function of buildings and structures owned by Des Moines Water Works.					
	Labor	224,266	192,303		
	Non Labor	2,882,118	2,642,905		
	Total	3,106,384	2,835,207	271,176	9.6%
Included in the 2021 budget are projects for roof replacements, safety compliance, interior and exterior paint at the Wilchinski Standpipe, improvements to the Des Moines River intake, installation of a new chlorine feed system at the Joint Eastside Booster Station, improvement to the stormwater system at the Fleur plant, riverbank protection, restoration of the distribution building parking access ramp, restoration of the standpipe foundation at Wilchinski, installation of variable frequency drives at Hazen and Nollen, two additional Trimble units, and additional funds for construction of a new building for the grounds shop.					
Fleur Drive Treatment Plant					
Includes costs of providing rehabilitation and enhancements as needed to extend the service life and improve the function of buildings and structures at the Fleur Drive Treatment Plant.					
	Labor	256,703	173,476		
	Non Labor	4,085,500	3,539,359		
	Total	4,342,203	3,712,835	629,368	17.0%
Projects budgeted include:					
	Filter media replacement	728,205			
	Filter backwash tank	435,917			
	Lime sludge filter presses	1,079,604			
	LSD acid wash	664,867			
	SCADA Network Improvements	449,448			
	Basin rechaining	535,227			
	Filter drain gate	174,955			
	East high lift suction well	214,092			
	Permanent isolation of clear well from gallery	59,888			
		4,342,203			
Saylorville Treatment Plant					
Includes costs of providing rehabilitation and enhancements as needed to extend the service life and improve the function of buildings and structures at the Saylorville Treatment Plant. The 2021 budget includes funds for the continuing replacement of RO membranes and UF membranes.					
	Labor	24,659	33,397		
	Non Labor	634,000	895,671		
	Total	658,659	929,068	(270,409)	-29.1%
Water Main Replacement					
Captures costs of maintaining and upgrading the water distribution system by replacing mains that have a history of breaks, will result in improved water flow, or that need to be relocated to accommodate city, county, or state construction projects. There are additional projects in this work plan relating to improvements to the Pleasant Hill system.					
	Labor	648,112	588,063		
	Non Labor	9,997,410	9,580,899		
	Total	10,645,522	10,168,961	476,560	4.7%
Raw Water at Maffitt					
This work plan is to provide continuing low nitrate raw water supply to the McMullen Water Treatment Plant. The 2021 budget includes funds to rehabilitate two radial collector wells.					
	Labor	16,370	32,124		
	Non Labor	729,000	1,366,990		
	Total	745,370	1,399,114	(653,744)	-46.7%

2021 CAPITAL Work Plans Recommended for Funding

Work Plan & Description	2021 Proposed Budget	2020 Approved Budget	Inc / (Dec) \$	%
Development Plan Review Provides a mechanism to track the time spent by Engineering staff to review development of large tap plans, inspect construction, and update records for new mains and services.	Labor 260,101 Non Labor 103,908 Total 364,009	184,862 5,728 190,590	173,419	91.0%
Joint Southwest Storage, Pumping Station, & Feeder This work plan consists of installing a new feeder main from Maffitt Park to Norwalk and is entirely funded by the City of Norwalk. Only labor is budgeted in 2021 to complete the project.	Labor 29,418 Non Labor - Total 29,418	102,162 2,000,000 2,102,162	(2,072,744)	-98.6%
Joint Northwest Storage, Pumping Station, & Feeder This work plan consists of a joint project to construct a new pump station. This work is partially funded by Polk City. The 2021 budget includes only labor to finish up the project.	Labor 33,162 Non Labor - Total 33,162	60,670 1,862,969 1,923,639	(1,890,477)	-98.3%
I.T. Capital Provides funding for investments into hardware and software infrastructures to ensure that a reliable, secure, capable, fully functional computing environment is available to our users and customers. The 2021 budget includes funds for ongoing replacement of hardware and software and Microsoft licensing. Additionally, there are funds to address cyber-security as well as internal labor to identify vendors for replacing PeopleSoft as our financial system.	Labor 26,465 Non Labor 254,000 Total 280,465	25,363 300,300 325,663	(45,199)	-13.9%
Water Distribution System Improvements Summarized costs for distribution system upgrades such as tying in dead end mains and installation of new hydrants and valves. Replacement tools and equipment are also included in this work plan.	Labor 373,011 Non Labor 789,029 Total 1,162,039	328,074 659,748 987,822	174,217	17.6%
Water Production Plant Reinvestment Provides necessary capital for replacement and/or improvements of existing equipment and the addition of new equipment to ensure the effective operation of the utility and its processes.	Labor 64,426 Non Labor 900,000 Total 964,426	62,529 800,000 862,529	101,897	11.8%
Vehicle Replacement Captures the cost of replacing vehicles and related equipment.	Labor 17,915 Non Labor 797,000 Total 814,915	- 800,000 800,000	14,915	1.9%
Total Recommended Capital Budget	24,507,575	27,525,912	(3,018,337)	-11.0%
Summary by Expense Classification				
Total Labor	1,974,607	1,783,024	191,583	
Total Non Labor	22,532,968	25,742,889	(3,209,920)	
Summary by Funding Source				
Carryover	2,735,500	3,462,156		
Funded by Outside Entities	47,989	4,600,735		
Funded by Utility Revenue	21,724,086	19,463,021		

DMWW Budget Process & Timeline

April – May

- Finance prepares budget templates for 2021 budget entry.
- Finance provides budget training/refresher, as needed.

June – July

- Departmental teams prepare project/work plan budgets which include labor hours by position (which results in labor dollars) and non-labor resources requested. A work plan is a grouping of like projects. For example:
 - Department: Water Production
 - Work Plan: Fleur Maintenance
 - Projects: Raw Intake/Pumping, Basins, Chemical Systems, Filter Plant, etc.
- Senior managers review the work plans of their department.

August-September

- Review of all work plans by “review team” which consists of CEO/GM, Chief Operating Officer, Chief Financial Officer, and Controller.
- Initial review session with department senior manager and the review team
- Teams revise work plans based on feedback from their review session.
- Finance staff compiles work plans into utility budget.

September

- Senior management team meets to balance available resources with budget requests.

October

- Finance staff presents budget for discussion and review at Board Committee meetings.
- Board reviews and discusses budget at October meeting, sets public hearing for November board meeting.

November

- Public hearing is held, and Board approves budget at November meeting.

December

- Budget documents are forwarded to Des Moines City Clerk for receipt and file by City Council.

AGENDA ITEM FORM

SUBJECT: Des Moines Water Works' Rules and Regulations Update

SUMMARY:

Each year Des Moines Water Works' Rules and Regulations document, including the Schedule of Charges, is updated to clarify existing requirements, establish new requirements, and revise fees to cover Des Moines Water Works' cost for providing various services. A document titled "Outline of Proposed Changes to Des Moines Water Works' Rules and Regulations for 2021" is attached to this memo. This outline gives a brief description of each change by section number.

Some of the more significant changes being recommended include:

- Stating that corporation taps may not be reused once a water service line has been removed.
- Clarifying language related to backflow requirements, including commercial, multi-tenant properties and properties where a well is to be left in service.
- Providing a new fee for private fire hydrant maintenance.
- Adding language regarding customer right of appeal specific to rates and charges.
- Recommending customers do not irrigate on Mondays as part of our Water Shortage Plan.

Fee schedules have been updated to reflect increases in labor and material costs based on The Engineering News Record Construction Cost Index for the month of August 2020.

It is proposed that these revisions, including the revised fees, become effective on January 1, 2021.

FISCAL IMPACT:



Adjusted fees will cover Des Moines Water Works' costs for services provided.

RECOMMENDED ACTION:

Approve the proposed revisions to the Rules and Regulations with an implementation date of January 1, 2021, and direct publication of the changes as required by statute.

BOARD REQUIRED ACTION:

Motion to approve the proposed revisions to the Rules and Regulations with an implementation date of January 1, 2021, and direct publication of the changes as required by statute.

 _____ Jennifer Puffer, P.E. Director of Water Distribution	 _____ Ted Corrigan, P.E. CEO and General Manager
(date)	(date)

Attachments: Outline of Proposed Changes to Des Moines Water Works' Rules and Regulations for 2021
Proposed 2021 Rules and Regulations document showing red-lined changes

Outline of Proposed Changes to Des Moines Water Works' Rules and Regulations for 2021

Section 500 – Preface

500.2 has been edited to change the CEO's title to CEO and General Manager.

Section 501 – General

No Changes

Section 502 – Applications for Use of Water

502.3.1 has been changed to include a delayed payment (i.e. late) fee.

Section 503 – Application for Installation of Water Service

No Changes

Section 504 – Taps and Connections

504.5.9 has been added to state that corporation taps may not be reused once a water service line has been removed.

Section 505 – Water Service Installation

No Changes

Section 506 – Cross Connection and Backflow Prevention

506.2.3 has been edited to clarify that all commercial, multi-tenant properties are deemed to have a potential for cross connections.

506.2.4 has been edited to clarify what needs to happen if a well is to be left in service on a customer's property.

506.4.6 has been edited to clarify the Annual Backflow Test Date is the Annual Backflow Test Due Date.

506.4.8 has been edited to match the language in 506.4.6.

506.5 has been eliminated. The backflow appeal process will now match the regular appeal process.

Section 507 – Public Fire Protection

No Changes

Section 508 – Private Fire Protection

No Changes

Section 509 – Water Meters

509.1 has been edited to clarify that all connections to DMWW's water mains must be metered.

Section 510 Service Main Extensions

Section 510 was eliminated in 2013.

Section 511 Schedule of Charges

511.4 has been edited to explain rates.

1. FIRE PROTECTION CHARGES

No changes.

2. SYSTEM DEVELOPMENT FEE STRUCTURE

The system development fee charts have been updated to account for increases in construction cost.

3. UNIFORM TAP CHARGES

Uniform tap charges have been updated to account for changes in labor and material costs.

4. UNIFORM TAP RETIREMENT CHARGES

Uniform tap retirement charges have been updated to account for changes in labor and material costs.

5. METERS

Coupling fees, meter measuring chamber fees, and meter fees have been updated to account for changes in labor and material costs.

6. DAMAGED OR LOST METER READING SYSTEM EQUIPMENT

Damaged or lost meter reading system equipment charges have been updated to account for changes in labor and material costs.

7. MISCELLANEOUS CHARGES

A. **Deposit for Tenants** – Increased from \$85.00 to \$100.00.

B. **S.E. Polk Annexation Asset/Service Territory Transfer** - Updated to show increases.

C. **Private Fire Hydrant Maintenance Fee** – New fee established at \$120.00/hydrant.

D. **Administration Fee for Billed Services** – Increased from \$12.00 to \$25.00.

511.37 provides for a customer right of appeal specific to rates and charges

Section 512 Figures

No Changes

Section 513 Glossary of Terms

Water Service – definition has been expanded.

Section 514 Supplemental Requirements for the former Southeast Polk Rural District

Section 514 was eliminated in 2019.

Section 515 Water Shortage Plan

515.3.4.3 has been edited to recommend customers not irrigate on Mondays.

515.4.4.1.3 has been edited to match the language in 515.3.4.3.

Section 516 Public Records

No Changes

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WATER SERVICE RULES AND REGULATIONS

ADMINISTRATIVE PROCEDURES

OF THE

DES MOINES WATER WORKS

DES MOINES, IOWA

PREFACE

1. The Des Moines Water Works is a municipal utility which is governed by, and officially title as, The Board of Water Works Trustees of the City of Des Moines, Iowa (“Des Moines Water Works” or “DMWW”). These Water Service Rules and Regulations (“Rules and Regulations”) have been developed in accordance with the Policy Manual of the Board of Water Works Trustees of the City of Des Moines, Iowa, Section 5, Water Service. These Rules and Regulations provide for implementation of the Section 5 policies.

2. The Des Moines Water Works delivers water to customers through water mains installed in public right-of-way and occasionally on easements on private property. The mains are either owned or maintained by the Des Moines Water Works and are under its exclusive control. The property owner is responsible for the maintenance and care of all piping, appurtenances and fixtures (including corporations) other than the water main. The water meter, automated meter reading devices and related wiring are installed and owned by the Des Moines Water Works, but the customer remains responsible for protecting them from frost and other external forces. Normal meter repair is made by the Des Moines Water Works, without charge.

3. All water service is subject to these Rules and Regulations and shall be provided on terms of a water service agreement as provided to all new customers and to existing customers from time to time. No installation of a water service (the pipe and fixture from the main in the street to the meter), nor repair thereof, shall be made which does not conform to these Rules and Regulations and the applicable plumbing code. All installations or repairs shall be made by a Licensed Plumber. Inspection for conformance by the Des Moines Water Works or the appropriate jurisdictional plumbing inspector is required for all installations and repairs of water service facilities.

(As revised January 1, 2019)

500 RULES FOR PROVIDING WATER SERVICE (Revised January 2021)

500.1 These rules shall govern water service provided by the Des Moines Water Works. Compliance with these rules is a condition of service. Failure to conform to these Rules and Regulations may result in termination of water service.

500.2 Except to the extent a different right of appeal is specified in any section of these Rules and Regulations with respect to a particular matter, any person aggrieved by the application of these Rules and Regulations, shall be entitled to request a hearing before an appeals committee consisting of: (1) the CEO and General Manager or the CEO and General Manager's duly appointed representative; (2) the Director of Customer Service; and (3) the Chief Operating Officer ("Appeals Committee"). After hearing, a written decision shall be issued by the Appeals Committee, which shall be final as to all matters considered, unless the persons making the appeal files a written request to appear before the Board of Trustees with the CEO and General Manager within ten days of the date of the Appeals Committee decision. Such issue will then be considered by the Board of Trustees as provided in Section 2067.8 of Board Policy Manual at the next scheduled meeting.

501 GENERAL

501.1 WATER PRESSURE

Water pressure varies throughout the distribution system depending upon the ground elevation. Information on pressure at a specific location may be obtained upon request to the Des Moines Water Works.

501.2 INTERRUPTIONS OF SERVICE

The Des Moines Water Works may interrupt a customer's water supply in order to make repairs to the system or for other operational reasons. An effort will be made to provide 24-hour advance notification of any interruption for scheduled repairs. In case of unanticipated interruptions and emergencies such as main breaks, mains or services may be shut down and water service interrupted without notification. Des Moines Water Works makes no guarantee of uninterrupted service and will have no liability for direct, indirect, incidental or consequential damages arising from any interruption of water service for any reason.

501.3 LOCATION OF WATER FACILITIES

501.3.1 Water mains and facilities owned or maintained by the Des Moines Water Works:

The Des Moines Water Works will furnish information, as available from its records, regarding locations of mains, hydrants, valves, and other fixtures owned by the Des Moines Water Works. The Des Moines Water Works will use its employees and tools in this effort at no cost to the person assisted. The Des Moines Water Works will assume responsibility for the location of its mains, pipes, valves, or other fixtures. It should be understood that after the location of the facility is established, the Des Moines Water Works shall expect the facility to be protected from damage or harm.

501.3.2 Water mains, valves, services and fixtures not owned or maintained by the Des Moines Water Works:

This section references private water mains and valves, benefited water district mains, rural water district mains, etc. On such mains and facilities, the Des Moines Water Works will make available to persons who have a reasonable need, information concerning these mains and facilities from records on file with the Des Moines Water Works.

Records on private mains and facilities and similar installations are furnished to the Des Moines Water Works on behalf of the owners of these mains and facilities and may not be current or reflect as-built conditions. It should be understood that these facilities are not owned or maintained by the Des Moines Water Works.

The Des Moines Water Works makes no assurances of the accuracy or validity of the records or information. Persons shall use their own discretion when making use of these records of private facilities. The Des Moines Water Works will, upon request, provide assistance, at its convenience, in an effort to locate a private pipe, valve, or fixture. If, in the Des Moines Water Works judgment, an exceptional amount of time has been spent in this effort, the Des Moines Water Works reserves the right to bill for the costs involved.

501.4 WATER AVAILABILITY

All requests for water service will be evaluated on whether adequate capacity is available at the desired location. If adequate service is not available, alternatives may be provided to the owner to obtain the desired service. In some locations, a connection fee may be charged and applied in addition to the tap charges.

502 APPLICATIONS FOR THE USE OF WATER

502.1 APPLICATIONS

502.1.1 Applications for the use of water shall be made via phone or by means of electronic forms available on the internet at www.dmww.com. If a customer has an unpaid balance for water service at a previous location, this balance must be paid, or arrangements made for payment, before service can be turned on. If an existing or former customer receives water at a new location and DMWW becomes aware of an unpaid delinquent balance of such customer at a previous property, payments made by the customer to settle charges on their current account will be first applied to satisfy the oldest charges at the previous property. DMWW's customary collection procedures as outlined in 502.3 of these Rules and Regulations will apply to unsatisfied charges at the customer's new property.

502.1.2 Customers who are tenants of a property will be charged a deposit equal to the usual cost of 90 days of water service based on an average household consumption of 7,500 gallons per thirty day period. Such deposit will be added to the customer's account and will be reflected on the customer's first statement. Deposits are subject to Des Moines Water Works' collection rules, and as such, service may be terminated for non-payment of a deposit. The deposit will be applied to the balance of the account at the date of final service. Any amounts remaining after application of the deposit to the final balance will be refunded to the customer within a reasonable period of time subsequent to the customer's final service date. See Section 511-Schedule of Charges.

502.1.3 If there is no water service into the premise, see Section 503.

502.2 BILLING (revised January 2019)

502.2.1 Meters will be read periodically and bills will be mailed or delivered electronically monthly. All bills for water service shall be due and payable on or before the due date.

- 502.2.2 Payment may be made by mail or at the Des Moines Water Works' office located at 2201 George Flagg Parkway, or at other designated pay stations. A list of the pay stations and addresses is available online at www.dmww.com. Payment may also be made by automatic debit to a checking account. Payment may also be made by means of credit card or check card at the Des Moines Water Works office, by telephone, or online at www.dmww.com.
- 502.2.3 All customers shall make it possible for the Des Moines Water Works representatives to obtain valid readings of any water meter(s) attached to the water service serving the premises. Water service may be discontinued if the Des Moines Water Works is unable to read the meter(s) or make repairs to the meter(s) or to any meter reading equipment.
- 502.2.4 In the event of errors in the amount billed for water service, the amounts due to or from customers shall be subject to retroactive adjustment for a period of not more than five (5) years prior to the date of discovery of the error.
- 502.2.5 During any period which Des Moines Water Works is unable to obtain a good meter read, whether by meter reading equipment malfunction or other cause, the customer's bill will be estimated based on previous consumption used at the property until such time that a good read is obtained. If no consumption history exists for the property, the estimated consumption will be based on such other information, including typical use for similar customers as Des Moines Water Works may determine to be applicable. At such time that a good read is obtained, Des Moines Water Works will calculate the amount of actual consumption used during the estimating period and will compare that to the estimated consumption as billed. A true up will be calculated, and the customer will receive a credit on their next billing statement for any consumption overestimated and amounts overpaid, or an increase adjustment to their bill for any consumption underestimated and amounts underpaid.

- 502.2.6 Residential customers who experience a leak after the meter (e.g., as a result of running toilet, burst pipes, etc.) may request a leak adjustment. Any leak adjustment granted shall be based on monthly consumption during the period during which the leak has been shown to have occurred and shall be limited to 50% of the excess consumption as measured against the account's next highest month's consumption in the immediate 12 months prior to the leak. The leak adjustment will be applied to not more than three monthly bills, absent a showing of highly compelling or extraordinary circumstances. Leak adjustments are a one-time reduction in charges and will be granted only after the leak is verified to have been remedied.

502.3 DEFAULT IN PAYMENT [\(Revised January 2021\)](#)

- 502.3.1 When a customer is in default of payment of an account for water supplied to his/her premises, or for fire service, the customer shall be charged a delayed payment (i.e., late) fee equal to 5% of the new charges not collected by the due date stated on the customer's billing statement, and water service may be terminated in accordance with the Turn Off and Collection Procedures then in effect.

The Des Moines Water Works may cause a lien to be placed against property under Section 384.84 of the Code of Iowa as amended unless such property has been exempted from lien under Section 384.84 of the Code of Iowa. Any lien filing shall be in accordance with applicable provisions, including notice provisions of Section 384.84 of the Iowa Code of Iowa.

- 502.3.2 Where a water service has been turned off because of violation of the Rules and Regulations, or non-payment of bills due, a charge shall be collected for terminating service as provided in Section 511 of these Rules and Regulations.

502.4 UNAUTHORIZED USE OF UNMETERED WATER

- 502.4.1 Where a water service has been turned off at the stop box or water main for any reason, and is subsequently found turned on without proper authority, Des Moines Water Works may discontinue the water service. The water service shall not be reactivated until the customer pays an amount equal to or greater than the termination amount, plus applicable penalties.

502.4.2 The discovery of piping bypassing the meter, or tampering with the meter that would allow unauthorized water to be used on the premises of a customer, is in violation of Chapter 714.4, Code of Iowa. The following charges will be made against the customer in such cases:

502.4.2.1 Cost for removal of piping and all other incidental costs.

502.4.2.2 A penalty as established by the Board and as provided in Section 511 of these Rules and Regulations.

Des Moines Water Works also reserves the right to charge for estimated water consumption in addition to the above charges.

502.4.3 In addition to the above charges, the Code of Iowa provides for the punishment for each offense by a fine of not less than one hundred dollars (\$100.00), or by imprisonment in the county jail for a period of not more than 30 days, or by both fine and imprisonment.

502.5 CUSTOMER/OWNER RESPONSIBILITY

502.5.1 The customer shall be liable for water consumed as metered until provisions are made for the Des Moines Water Works to turn off water service or remove the meter.

502.5.2 When a customer is moving out of a premise and orders the water meter read on a certain day, the water must be turned off when the meter is read, unless there is an application already on file from a prospective customer.

502.5.3 The owner of the premises served shall be the owner of, and responsible for all water service pipes and fixtures of every kind from the point of incorporation of the customer's service line at the water main. Water service pipes and fixtures shall include, but not be limited to, water service lines, stop boxes, valves, and interior plumbing. The owner, at his/her expense, shall protect, safeguard, and keep all of his/her water service pipes and fixtures in good working order. The Des Moines Water Works is not responsible for maintaining, repairing or replacing water service pipes and fixtures or for any damages arising from the use or failure of any water service pipes and fixtures.

Des Moines Water Works shall not be liable for damages due to the breakage or failure of any water service pipes or fixtures, even if such breakage or failure occurs during, or arises from, work performed by Des Moines Water Works. The damages for which Des Moines Water Works shall not be liable include any damages for breakage of any stop box during operation of the stop box by Des Moines Water Works and any damages for accidental or temporary failure in the supply of water.

- 502.5.4 Whenever it shall come to the attention of the Des Moines Water Works that a water service, stop box, valve, or meter pit (including its cover) is broken, inoperable, or otherwise in a dangerous or unsafe condition, the Des Moines Water Works will make reasonable efforts to notify the customer and the owner of the premises, if different. Such notification will require the immediate repair and restoration of the facility. The obligation to cause or make required repairs is a condition of continued service to all affected premises. The Des Moines Water Works may terminate water service to the premises until such repairs are made or, in case such condition poses a hazard to the public or adjoining property or requires repair to an inoperable stop box, it may make or cause to be made, all such repairs as are necessary. The costs of such termination and repairs, if any, shall be included in the next water bill and, if not paid, may result in termination of service to the premises or the certification of such amount as a lien against the property as with other unpaid water bills. Responsibility for the costs of repair shall be assessed to the owner of the property as shown in the applicable county real estate records as of the date that the Des Moines Water Works discovers or is otherwise informed of the condition requiring the repair. Notwithstanding the foregoing, the failure of the responsible person to pay charges for repairs as defined above shall not be grounds for termination of service or imposition of a lien against a subsequent transferee of the premises or a subsequent customer account holder. (Revised January 2019)
- 502.5.5 The customer and owner shall operate valves and other appurtenances of their water piping system in such a manner that pressure surges are not transmitted to the Des Moines Water Works' water distribution system.
- 502.5.6 The property owner or customer shall provide a proper address that is visible from the street.

502.6 SERVICE LINE OWNERSHIP IN THE FORMER SE POLK SYSTEM

Service lines installed in the area of the former SE Polk System after April 1, 2007 shall be owned by the property owner, and shall be subject in all respects to these Rules and Regulations, including but not limited to Rule 502.5.

For service lines installed prior to April 1, 2007 the Des Moines Water Works will be responsible for the maintenance and repair of the service line from the point of connection, to the water main up to and including the meter pit, as an exception to Rule 502.5, but only until ownership of the property that is serviced is transferred of record. The owner will be responsible for the remainder of the water service. Ownership and responsibility for repair and maintenance of the entire service line from the water main under Rule 502.5 will transfer to the new property owner at such time as the property changes ownership as shown in the applicable county real estate records. The new property owner will become responsible for all maintenance and repair of the service line as provided in Rule 502.5 after the date of transfer as shown in the applicable county real estate records.

503 APPLICATION FOR INSTALLATION OF WATER SERVICE

503.1 APPLICATION FOR WATER SERVICE PERMIT

- 503.1.1 The Des Moines Water Works will assign a permit number for installation of a water service from the main up to and including the water meter. Each service must have its own tap in the water main. No work of any nature shall be done in connection with the tapping of any water main, or the introduction of water into the premises (public or private) between the water main and meter, unless a permit has been obtained from the Des Moines Water Works for such work. If a water service tap has not been installed at an address within 6 months of the date of the application, the permit will expire and the applicant must reapply. Each residence or premise requiring water shall have an individual service, which does not take water from another domestic service or building, with the exception of Private Water Mains. (Figures 1-2 & 5-10 and Section 505.9)
- 503.1.2 In cooperation with the City of Des Moines or other political subdivisions, the Des Moines Water Works will not issue a permit to tap its water mains without a ROW opening or plumbing permit.
- 503.1.3 The Des Moines Water Works must be provided with the legal description of the property to be served.
- 503.1.4 Application for water service in unincorporated areas and other areas with small diameter mains will initiate an evaluation of the distribution system in the area to determine if capacity is available to provide the requested service. These applications will be evaluated by Des Moines Water Works before a permit is issued.
- 503.1.5 Des Moines Water Works retains final discretion for approval of any application for water service, which it will approve in its sole discretion. The applicant, or party in control of the applicant, shall have paid all system development fees, tap charges, and any other fee owed to Des Moines Water Works prior to approval of any new water service. Des Moines Water Works may consider other factors in its sole discretion before approving new water service.

503.2 APPLICATION REQUIREMENTS FOR FIRE SERVICES AND DOMESTIC SERVICES 2" IN DIAMETER AND LARGER

503.2.1 GENERAL REQUIREMENTS

The following items shall be submitted to the Des Moines Water Works for review prior to installation of any fire service or any domestic service 2" in diameter or larger.

503.2.1.1 A site plan showing buildings, pavement, right-of-way lines, existing water mains, valves, hydrants, and the proposed service line.

503.2.1.2 Plumbing plans which show water meter and backflow preventer locations as well as all water-using fixtures in the building.

503.2.1.3 Fire sprinkler system plans or a written description of the system and a detail of the riser piping.

503.2.1.4 A fire department review form showing maximum required fire flow and approved fire service layout.

503.2.1.5 An estimate of peak domestic demand to assist in selecting and sizing the water meter. If large flow fluctuations are anticipated, a load profile may be required. A load profile is defined as a written or graphical estimate of the lowest measurable flow, average, and peak gallon consumptions for each hour of a 24-hour period. (See Figure 28) Peak flows felt to be unrealistic will be checked using the fixture unit method.

503.2.2 The tap may be scheduled with the Des Moines Water Works after the submittal has been reviewed and approved by Des Moines Water Works, after Des Moines Water Works determines if the applicant has satisfied the requirements of 503.

503.2.3 The Plumbing Contractor who signs for the tap will be billed for the tap based on current rates as established by the Board and stated in the Schedule of Charges.

503.2.4 A connection fee shall be charged and collected for all connections made to the Des Moines Water Works Distribution System. Such fees shall be based on tap size for fire and domestic service as stated in the Schedule of Charges.

503.3 OBLIGATIONS OF PLUMBING CONTRACTORS (Revised January 2019)

Any Plumbing Contractor performing work on the Des Moines Water Works distribution system must have a State of Iowa Plumbing License and provide a \$1,000 bond to the Board, with approved surety, conditioned upon no loss, damage, or injury, including failure to pay fees, being incurred by the Des Moines Water Works by reason of the work of such Plumbing Contractor. The Plumbing Contractor, as a licensed individual, has full personal responsibility for all obligations to Des Moines Water Works even if doing business under an entity or company name or bond. The Des Moines Water Works may refuse to allow taps to be made by a Plumbing Contractor with a delinquent balance owing to Des Moines Water Works for prior work performed by the Plumbing Contractor either in such person's own name or under a company or entity name. The Des Moines Water Works may refuse to recognize any Plumbing Contractor who fails to comply with these Rules and Regulations or meet such Plumbing Contractor's financial responsibility to Des Moines Water Works.

503.4 PLUMBING INSPECTION

The Des Moines Water Works will make inspections to verify compliance with these Rules and Regulations at the time that the water service is activated.

503.5 WATER FOR BUILDING OR OTHER CONSTRUCTION

Water may be used for building or other construction purposes only after application has been made to the Des Moines Water Works for a temporary construction meter. Temporary meters will not be allowed after building or construction has been completed.

503.6 REUSING EXISTING WATER SERVICE LINES

Any existing unused water service may be utilized provided it is in compliance with these Rules and Regulations and permission is obtained from the Des Moines Water Works in advance. In order to obtain permission lot lines must be clearly identifiable by Des Moines Water Works staff. If not clear, lot pins must be exposed or property corners shall be staked by a licensed land surveyor in the State of Iowa.

503.7 SPECIAL CASES

503.7.1 FIRE SERVICES

Any Plumbing Contractor or other contractor desiring a permit to extend a water service to a premise to supply water for fire protection must complete all items listed under Section 503.2.1.

Additionally, the applicant must provide fire flow requirements and a fire service proposal, reviewed by the Des Moines Fire Marshal or the jurisdictional authority. A copy of this form is included as Figure 29 of these Rules and Regulations.

504 TAPS AND CONNECTIONS

504.1 GENERAL

- 504.1.1 All taps and/or connections to water mains, public and private, shall be made by the Des Moines Water Works or its authorized contractors. This includes the installation of the corporation cock, tee, or tapping sleeve and gate valve at the main. Taps will be made only after application is completed by a Plumbing Contractor and the property owner as outlined in Section 503 of these Rules and Regulations.
- 504.1.2 All corporations and tapping valves will be considered to be in good operating condition after installation unless the contractor notifies the Des Moines Water Works of any defects within 1 year of installation.
- 504.1.3 The Des Moines Water Works will assess charges for more than one trip to the same tap location unless notification is given that the Plumbing Contractor is not ready for the tap to be made prior to the arrival of the tapping crew.
- 504.1.4 No new tap shall be installed where a water service or stub already exists unless prior approval has been obtained from the Des Moines Water Works. If there are water service stubs serving the property which will not be used these stubs must be disconnected from the main before a new tap will be made.
- 504.1.5 A minimum of 24-hour advance notification is requested for taps. Before a tap request is made, the appropriate paperwork must have been completed in accordance with Section 503 of these Rules and Regulations.
- 504.1.6 Lot lines must be clearly identifiable by Des Moines Water Works staff prior to any new taps. If not clear, lot pins must be exposed or property corners shall be staked by a licensed land surveyor in the State of Iowa upon request by Des Moines Water Works.
- 504.1.7 Mains 16" and larger cannot be tapped without prior approval from the Des Moines Water Works.

504.2 LOCATION OF TAP

- 504.2.1 Generally, taps will be made for 1" services at 45° angles on the main in front of and within the projected lot lines of the property to be served. Taps 2" and larger will be made at a 90° angle.
- 504.2.2 Taps on the backside of the main will be made only after the proper side of the main has been exposed and the Des Moines Water Works has verified that obstacles make it impossible to tap the house side of the main.
- 504.2.3 Taps shall not be located:
 - (1) On hydrant branches; or
 - (2) Within an intersection.
- 504.2.4 Taps 1" in size shall not be located closer than 18" from another tap, joint, or pipe fitting.
- 504.2.5 Taps 2" in size shall not be located closer than 2' from another tap, joint, or pipe fitting.
- 504.2.6 Tapping sleeve & valve (TS&V) or tee service connection shall not be located closer than 3' from another TS&V, pipe, joint, or fitting.

504.3 SIZE OF TAP

- 504.3.1 Minimum size tap allowed is 1".
- 504.3.2 Maximum size corporation allowed is as follows:
 - a. 1" on 2" main
 - b. 1" on 3" main
 - c. 1" on 4" main
 - d. 2" on 6" main
- 504.3.3 Taps 2" and larger must have prior approval from the Des Moines Water Works.

- 504.3.4 Taps larger than 2" will be made by the installation of a tapping sleeve and valve at the main, or in a similar manner, as prescribed by the Des Moines Water Works.
- 504.3.5 Taps of a size equal to the main may be allowed.
- 504.4 EXCAVATION FOR TAP
- 504.4.1 The Plumbing Contractor shall make the excavation required for the tapping of a water main. The top and bottom of the excavation for a 1" tap shall be a minimum of 3' by 5'. When shoring is required, the minimum work area shall be 3' x 5'. Floor of excavation shall be level leaving a clearance of at least 12" around the main. (Figure 1). For larger taps see Figures 2 & 22.
- 504.4.2 The excavation shall be shored in accordance with OSHA and the Iowa Occupational Safety & Health Standards for the Construction Industry (IOSH) rules. Des Moines Water Works will not enter an excavation or trench which does not conform to OSHA and IOSH requirements. Plumbers and contractors shall be solely responsible for compliance with OSHA and IOSH excavation and trench protection regulations.
- 504.4.3 Tapping of a main with structures or obstructions overhead will be permitted only if IOSHA standards are met.
- 504.5 REMOVAL OF TAP OR CONNECTION [\(Revised January 2021\)](#)
- 504.5.1 Services having a ½", ¾", or 1" corporation tap are to be disconnected from the corporation stop and the stop box removed in accordance with these Rules and Regulations (Figure 3). This work shall be performed at the owner's expense by a Plumbing Contractor and inspected by Des Moines Water Works.
- 504.5.2 The Des Moines Water Works will assess charges for more than one trip to the same location for a tap cut inspection if the work is not ready for inspection when the water works representative arrives for the inspection unless notification is given that the work is not ready for the inspection prior to the arrival of Des Moines Water Works.

- 504.5.3 When services are connected to the main by a 2" corporation, a tee, or a tapping sleeve and valve, Des Moines Water Works shall permanently disconnect the service from the water main by an appropriate method determined by Des Moines Water Works, at the owner's expense. (see Uniform Tap Retirement Charges, Section 511.8)
- 504.5.4 The excavation shall be prepared by the plumber or contractor and shored in accordance with OSHA and the Iowa Occupational Safety & Health Standards for the Construction Industry (IOSH) rules. Des Moines Water Works will not enter an excavation or trench which does not conform to OSHA and IOSH requirements. Plumbers and contractors shall be solely responsible for compliance with OSHA and IOSH excavation and trench protection regulations.
- 504.5.5 Removal of taps or connections through a tunnel, with dirt or concrete overhead, will not be permitted due to the hazard incurred by workers.
- 504.5.6 Upon proper application by customer, approved by Des Moines Water Works, an existing ¾", 1", or 2" service connection may be temporarily plugged at the stop box with the understanding that the service connection so stubbed must be reused in one year. Such service lines may be stubbed only if the service line is copper and the curb valve meets current curb valve requirements. A new curb stop shall be installed at the time the service line is stubbed if the existing curb stop does not meet these standards. (see required application, Figure 31).
- 504.5.7 Upon proper application by customer, approved by Des Moines Water Works, an existing service connection 4" and larger may be temporarily plugged with the understanding that the service connection so stubbed must be reused in one year. Such service lines may be stubbed only if the service connection was made using an O-ring style gate valve. Split services shall be plugged in public right-of-way upstream of the tee. Service connections 3" in diameter shall not be stubbed.
- 504.5.8 For removal of a service from a private main, see Figure 4.
- 504.5.9 Water service lines that have been removed may not reuse the corporation tap for a future water service.

505 WATER SERVICE INSTALLATION

505.1 DEFINITION

A service line is comprised of the piping and related appurtenances including the connection installed from the Des Moines Water Works water main to the outlet connection of the first shut off device within the building to be served.

505.2 APPLICATION

Refer to Section 503.

505.3 GENERAL LOCATION REQUIREMENTS

All service lines shall conform to the following requirements:

- 505.3.1 The water service shall normally be installed perpendicular to the main from the tap to the right-of-way line and shall tap in front of and within the projected lot lines of the property to be serviced. (Figures 1-2 & 5-12)
- 505.3.2 A clearance of not less than 12" shall be maintained between the service line and any pipe, cable, or conduit in the same trench.
- 505.3.3 Service lines shall have a cover, wherever feasible, of not less than 5'. Whenever the local plumbing code conflicts with this section, the plumbing code shall be followed.
- 505.3.4 The water service shall extend through and beyond the outer wall of the building (see Section 509 for meter setting). Where the building has a rear basement or rear cellar only, the service may extend underground beyond the inner foundation wall a maximum of 2' and then may go vertically through the rear basement floor or wall, or extend around the building and enter through the side of the basement wall. (Figure 8)
- 505.3.5 In a building with a poured floor that has no basement, the service shall extend inside the outer wall of the building and into the building at which point it shall go vertical through the floor and a meter setting made. (Figure 9)
- 505.3.6 For a building with a crawl space, see Figure 10.

505.3.7 For a building with a standard basement, see Figure 7.

505.4 SIZE OF WATER SERVICE LINES

505.4.1 New or replacement residential service lines shall not be less than 1" inside diameter. Reconnection of existing 3/4" type K copper water service lines from an existing main to a new main shall be allowed. Use of existing 3/4" type K copper water service stubs shall be allowed provided they meet the requirements of these Rules and Regulations.

505.4.2 Commercial, industrial, and fire service lines shall be properly sized for the required demand but shall be no smaller than that specified for a residential service.

505.5 MATERIAL FOR SERVICE PIPING 2" AND SMALLER (revised January 2020)

505.5.1 All water service pipes through 2" shall be type K copper, red brass or PEX pipe as specified in section 505.5.2

505.5.2 PEX A 200 psi. pipe can be used for 1" – 2" water service installations as follows:

- a. From the tap to the meter inside the premise on water service replacements. If PEX pipe is used PEX shall be installed all the way from the stop box to meter, from the tap to the stop box, or from the tap to the meter. PEX shall not be used for repairs or partial replacements.
- b. New water service installations from the tap to the meter inside the premise provided that the entire service line is installed as one installation.
- c. PEX pipe can be used between the main and the meter pit or stop box in rural areas of the former SE Polk system.

Type K copper is required for all service lines which run parallel to the street before entering the property. Type K copper is required from the tap to the stop box for all new water service stubs in new developments and all other instances where the water service is stubbed to the stop box. Copper can also be used from the stop box to the meter inside the premise on any service line through 2".

- 505.5.2.1 This section has been eliminated.
- 505.5.2.2 PEX pipe shall be blue in color for all 1 inch installations.
- 505.5.2.3 PEX pipe shall be installed as one continuous piece from the tap to the stop box. Splicing of PEX pipe between stop box and meter inside the building is discouraged and will only be approved under special circumstances.
- 505.5.2.4 PEX pipe shall not be used within 200' of a Leaking Underground Storage Tank or in other areas where the soil may be contaminated. A copy of the assessment report from the IDNR indicating there is no potential health risk will be required for use of PEX pipe when working within a 500' radius of a LUST site. Information on the location of Leaking Underground Storage Tanks may be obtained from the Iowa Department of Natural Resources by following the instructions in Figure 36.
- 505.5.2.5 Tracer wire shall be installed when PEX pipe is used. The tracer wire shall be installed according to Des Moines Water Works' specifications (Figure 1A, 1B, 1C, 16B). Tracer wire shall be installed with all water service lines except when the water service line is type K copper or red brass. Tracer wire specifications shall be as follows:
- a. For open cut installations, the tracer wire shall be No.14 AWG high-strength copper clad steel (HS-CCS) with a minimum 282 pounds break load manufactured by Copperhead Industries, or pre-approved equal. Insulation shall be 30 mil, high-density, high molecular weight polyethylene (HDPE) and rated for direct burial, 30 volts, and blue in color.

- b. When directional drilling/boring the tracer wire shall be No. 12 AWG, extra-high strength copper clad steel conductor (EHS-CCS) with a minimum 1,150 pounds break load manufactured by Copperhead Industries, or pre-approved equal. Insulation shall be 45 mil, high-density, high molecular weight polyethylene (HDPE) and rated for direct burial, 30 volts, and blue in color.
- c. When conduit is used the tracer wire shall be placed inside the conduit. When conduit is not used tracer wire shall be installed alongside the pipe and shall be fastened to pipe with zip ties a minimum of every 5 feet.
- d. Anode Ground Rod shall be 1 Lb., 1.315" D x 18.5" L, magnesium drive in anode manufactured by Copperhead Industries. Anode Ground Rod shall be spliced to tracer wire using 3M Scotchcast 3832 Buried Service Wire Splice Kit with Burndy KS15 8-14 AWG Splice Bolt.

- 505.5.2.6 PEX pipe shall be stored in a way that prevents damage as a result of crushing or piercing, excessive heat, harmful chemicals, or exposure to sunlight for prolonged periods.
- 505.5.2.7 Joint methods for attaching PEX pipe to fittings shall meet AWWA C 904 Standards and ASTM F1960, F2080, or F1807 Specifications. Fittings shall be installed in accordance with PEX Pipe Manufactures Installation Guidelines and related plumbing codes.
- 505.5.2.8 A tracer wire inspection is required for all PEX service line installations. Contact Des Moines Water Works at 283-8772 when the installation is ready for inspection.

505.6 SERVICE LINE APPURTENANCES (revised January 2020)

All water service lines shall include a curb stop or valve between the water main and the property line as follows:

505.6.1 WATER SERVICES 2" IN DIAMETER OR LESS

Service lines 2" in diameter or less shall have a curb stop installed within a stop box located 1' to 6' out from the property line. Stop boxes installed in rural areas shall be installed within these guidelines outside of the drainage ditch areas whenever possible. Where the water main is located in a frontage easement on the same side of the road as the property to be served, the curb stop shall be placed 5' from the water main towards the property to be served. (See Figure 37). If an alternate location for the curb stop is necessary, approval of the alternate location shall be received from Des Moines Water Works prior to installation. When the main that the water service is connected to is a private or public water main in an easement, the stop box shall be installed 5' from curb of street. Where unusual circumstances prevent this location, the curb stop and stop box may be placed in the street but in such event must be installed within a roadway box. The curb stop shall be installed in the water service pipe so that the tee head is parallel with the curb when the water is turned off. The curb stop shall not have a waste opening.

505.6.1.1 CURB STOP/VALVE STANDARD

An unobstructed main shut-off on the water supply line for each customer shall be provided on public property, private property where public access is provided, or another location approved by the Des Moines Water Works. The shut-off shall be located as shown. (Figures 1, 2, and 34)

The shut-off for existing 3/4" service lines and new or existing 1" through 2" services shall consist of a curb stop (Type: "T" handle, quarter-turn, ball valve conforming to AWWA C800 and a stainless steel self-centering rod with a stainless-steel pin installed within a stop box housing with a 1" upper section and an Erie style lid. (See DMWW Specifications) The curb stop shall have valve head checks that limit rotation to 90 degrees and operate clockwise to shut off. The "T" handle on the curb stop will be parallel with the curb when the water is turned off. When installed, the curb stop shall not be less than 5' or more than 7' below the surface of the ground.

If the water service connection taps the water main outside of the property line, a general box will be required at a location specified by Des Moines Water Works.

505.6.1.2 STOP BOX STANDARD (CURB BOX)

Stop boxes for 1" through 2" water service lines shall be of the extension type, 1" upper section, stainless steel self-centering rod, stainless steel pin, and Erie style lid. All stop box installations shall be completed in such a manner that the top of the rod is between 12" and 24" below the surface, the lid is level with the surrounding surface, and the stop box does not present a hazard to the public. Stop boxes installed in paved areas shall be installed in a manner that prevents the lid of the stop box from being cast into the concrete. (Figures 1-2 & 14-15)

The design of all valves, curb stop boxes and valve boxes must meet the standards of the Des Moines Water Works.

New copper service lines 2" or less in diameter shall be one continuous piece of pipe from the corporation stop to the curb stop and one continuous piece of pipe from the curb stop to the inlet valve at the meter with no fittings when these distances are less than 100' in length. Only one fitting shall be allowed per 100' of pipe.

505.6.2 WATER SERVICES LARGER THAN 2"

For the water services larger than 2" the valve shall be installed on the water service line adjacent to the water main. (Figure 22) The valve shall be installed in a roadway box.

505.6.3 Any valves, roadway boxes and precast concrete manhole vaults must have the approval of the Des Moines Water Works.

505.6.4 Curb stop boxes, roadway boxes and precast concrete manhole vaults shall be installed so that they will function properly and so that an access to the shut-off device is maintained. All shall be set vertically so the top is flush with the surrounding surface so as not to be a hazard to the public.

505.6.5 All service lines shall have a shut-off device or valve inside the building where the service enters the building. There shall be no appurtenances between this valve and the main, other than the curb stop or valve as previously described, or when an outside meter is approved. (Figures 1-2)

505.6.6 Tracer wire shall be installed with all water service lines except when the water service line is type K copper or red brass. The tracer wire shall be installed according to Des Moines Water Works' specifications (see figures 17, 18, 18A, 20, 20A, 24, 26, and 35). Tracer wire specifications shall be as follows:

- a. For open cut installations the tracer wire shall be No.14 AWG high-strength copper clad steel (HS-CCS) with a minimum 282 pounds break load manufactured by Copperhead Industries, or pre-approved equal. Insulation shall be 30 mil, high-density, high molecular weight polyethylene (HDPE) and rated for direct burial, 30 volts, and blue in color.

- b. When Directional Drilling/Boring the tracer wire shall be No. 12 AWG, extra-high strength copper clad steel conductor (EHS-CCS) with a minimum 1,150 pounds break load manufactured by Copperhead Industries, or pre-approved equal. Insulation shall be 45 mil, high-density, high molecular weight polyethylene (HDPE) and rated for direct burial, 30 volts, and blue in color.
- c. Anode Ground Rod shall be 1 Lb., 1.315" D x 18.5" L, magnesium drive in anode manufactured by Copperhead Industries. Anode Ground Rod shall be spliced to tracer wire using 3M Scotchcast 3832 Buried Service Wire Splice Kit with Burndy KS15 8-14 AWG Splice Bolt.

505.7 COMBINATION SERVICE PIPES

A property requiring a domestic service line and a fire protection service line may be served from a single tap. When a single tap is used, the fire protection service line shall extend straight from the main into the property to a "tee" located outside the property line with valves on the fire and domestic lines in public right-of-way or the service may split immediately inside the building. The fire service shall run straight through the "tee" to a gate valve immediately following the "tee". The domestic shall "tee" off the fire service immediately outside the property line or immediately inside the building and have a shut off valve following the "tee". (Figures 20 & 33)

505.8 MAINTENANCE OF WATER SERVICES

- 505.8.1 If an existing water service is to be repaired, the materials used for the repair shall be of the type and size specified for new services. If it is determined that half or more of either section of the service, between the main and the curb stop or the curb stop and the building, must be replaced, then that entire section must be replaced with materials as approved for new services and a new stop box complete with stainless steel self-centering rod, stainless steel pin, and Erie style lid must be installed. (See DMWW Specifications) Dissimilar metals may not be used in the repair of a service unless insulators are used.

- 505.8.2 If an existing 2" or smaller curb stop does not meet Section 505.6.1 of these Rules and Regulations, it does not need to be upgraded unless more than half of the service line from the main to the curb stop or from the curb stop to the building is being replaced.
- 505.8.3 If an existing arch pattern stop box, or the rod in an existing arch pattern stop box, must be replaced and the curb stop meets the requirements of Section 505.6.1, a rod and an arch pattern stop box which meet current requirements can be used with the existing curb stop. The rod can be attached to the curb stop using a stainless-steel pin or an approved self-attaching coupling.

505.9 PRIVATE WATER MAINS

A private water main is a privately owned and maintained water line used to provide service to multiple service line connections on a single qualifying property. Private water mains may provide fire service, domestic service, or a combination of fire and domestic service to properties such as apartment complexes, shopping centers, and town homes.

Installation of a private water main will only be allowed if all three of the following conditions apply:

- a. No public water main is available to effectively serve the property.
- b. A public water main cannot be installed in public right-of-way to effectively serve the property.
- c. Space is not available to install a public water main in a 40-foot wide water main easement to effectively serve the property.

Qualifying properties must be a single property owned by a single owner, entity, or association and must not be divided by public right-of-way.

For requirements related to jointly owned private water mains serving multiple qualifying properties see Section 505.9.2.

505.9.1 GENERAL

- 505.9.1.1 The design and location of new private water mains and alterations to existing private water mains must be reviewed by the Des Moines Water Works prior to construction to insure all Des Moines Water Works requirements are met. Additionally, the requirements of the applicable plumbing codes must also be met.
- 505.9.1.2 Private water mains must be constructed and maintained in accordance with minimum specification prescribed by the Des Moines Water Works Department of Engineering generally consistent with the applicable specification of Des Moines Water Works for its own mains. All private water main materials shall also comply with applicable plumbing code requirements.
- 505.9.1.3 The owner of a private water main shall be solely responsible for all costs of installing, operating, and maintaining the private water main in good condition and shall be solely liable for any and all loss, damage or injury to persons or property arising from the installation, ownership, maintenance, or use of the private water main.
- 505.9.1.4 Des Moines Water Works shall have no responsibility for any costs of installing, operating, and maintaining any private water main and shall not be liable for any and all loss, damage or injury to persons or property arising from the installation, ownership, maintenance, or use of the private water main.
- 505.9.1.5 System development fees for private water mains will be assessed based on the size of the connection to a Des Moines Water Works owned water main unless individual metered service connections are made off of the private water main in which case fees will be assessed as if the individual metered connections were made to a Des Moines Water Works owned water main.

505.9.1.6 Private water mains must be located within public access way, pursuant to an easement in a form approved by Des Moines Water Works and filed of record for the benefit of all property served by the main and for the benefit of Des Moines Water Works.

505.9.2 JOINTLY OWNED PRIVATE WATER MAINS

505.9.2.1 A jointly owned private water main is a privately owned and maintained water line used to provide service to multiple service line connections on multiple qualifying properties. Jointly owned private water mains may provide fire service, domestic service, or a combination of fire and domestic service to properties not more than one of which has frontage on public right-of-way.

505.9.2.2 Qualifying properties must be adjoining, must not be separated by public right-of-way, and not more than one of the properties can have frontage on public right-of-way.

505.9.2.3 In addition to the General Requirements set forth in 505.9.1 above the following conditions shall be met for jointly owned private water mains:

505.9.2.3.1 An Iowa Department of Natural Resources Construction Permit must be obtained through Des Moines Water Works for construction of new or alterations to existing jointly owned private water mains prior to the start of construction.

505.9.2.3.2 Maintenance and repair responsibilities and liabilities for jointly owned private water mains serving multiple properties shall be shared among all property owners who own properties which receive service from the main. The liability of such owners shall be joint and several, except to the extent otherwise approved by Des Moines Water Works for good cause. The owners shall jointly and severally indemnify and hold harmless, Des Moines Water Works, and its respective officers, employees, trustees and agents from any and all loss, damage or injury to persons or property arising from the installation, ownership, maintenance, or use of the jointly owned private water main.

505.9.2.3.3 An easement document containing provisions covering maintenance, repair and ownership responsibilities consistent with the provisions of this Rule 505.9, in a form approved by Des Moines Water Works must be executed, must contain a legal description of the affected properties, must run with the land, must be filed of record with the County Recorder, and a copy of the easement must be provided to Des Moines Water Works before the jointly owned private water main connection or a new connection to an existing jointly owned private water main will be made.

505.9.2.3.4 System development fees for connections made to jointly owned private water mains serving multiple properties will be assessed as if the connections were made to a Des Moines Water Works owned water main.

505.9.3 TRANSMISSION MAINS

Private water mains shall not tap Des Moines Water Works owned transmission mains without permission from Des Moines Water Works. Such permission may be contingent upon the requirement to provide redundant connections to the transmission main.

505.9.4 SERVICE LINES SERVED FROM PRIVATE WATER MAINS

505.9.4.1 Buildings, business units or town homes which do not front a public water main shall be served from a private water main meeting the requirements of Section 505.9.

505.9.4.2 Buildings, business units or town homes that front public right-of-way may tap an available public water main or a private main.

505.9.4.3 Individual service lines connected to a private water main shall meet all requirements of Des Moines Water Works Rules and Regulations and applicable plumbing codes.

505.9.4.4 Ownership of individual service lines from a private water main to the building, business unit or town home, including maintenance responsibility, shall be defined in the lease or association agreement.

505.9.4.5 Individual service lines in manufactured home complexes connected to a private water main shall be installed, owned and maintained by the complex owner.

505.9.5 DUPLEX/FLAT

Duplexes/flats shall not be served through a private water main.

505.9.5.1 Duplexes/flats shall install water service in one of the following ways:

- a. Install individual taps, individual stop boxes, and individual meters for each living unit.
- b. Install one tap, one stop box, and one meter to supply both living units. (See 509.5 Metering of Duplexes/Flats)

For the purpose of this section, multiple duplexes/flats owned by one common owner will be considered an apartment complex and can be served from a private water main.

505.9.6 METERING OPTIONS

Multiple metering options are available for buildings, business units and town homes served from private water mains. In general, only one meter will be installed for each individual service line connected to a private water main. See metering requirements in Section 509.

505.9.7 SUBMITTAL PROCEDURES

505.9.7.1 The following must be submitted, reviewed and approved before a private water main connection to a Des Moines Water Works owned water main can be approved:

505.9.7.1.1 Site plan including the following minimum information:

- a. Existing Des Moines Water Works owned water mains with main size and relative location with respect to right-of-way lines and existing curb lines.

- b. Location of the proposed taps, valves, hydrants, and fittings.
- c. Routing of proposed private water main within public right-of-way and on private property. In general, valves located on private property for the individual fire and domestic service(s) must be located in paved, non-parking areas such as driveways and sidewalks. Valves must be located in such a manner as to permit operation by the Des Moines Water Works 24 hours a day.
- d. Location of existing and proposed building(s) on property to be served by the private water main.
- e. Legal description of property to be served.
- f. Proposed paved areas including parking lots, driveways, and sidewalks.
- g. North arrow and any dimensions required for clarity.
- h. Include statement that all private water main work shall be completed in accordance with Des Moines Water Works Standard Specifications.

505.9.7.1.2 Fire flow requirements and the riser detail (if applicable for the project).

505.9.7.1.3 Load profile for any domestic or process service line 2" or larger in diameter. (See Section 503.2.1.5)

505.9.7.1.4 City of Des Moines Fire Marshall review form granting approval for the fire service, where applicable.

505.9.7.1.5 "System Development Fee" payment (See Schedule of Charges, Section 511).

505.9.7.1.6 Mechanical details showing the location and type of backflow prevention device to be installed, if required.

505.9.7.2 Once items 1-6 above have been received and approved by Des Moines Water Works the owner's representative may contact Des Moines Water Works to enter a tap request.

505.9.7.3 One (1) "as-built record drawing" of the private water main shall be submitted to the Des Moines Water Works within 30 days of its construction and before the meter is set, unless otherwise approved by the Des Moines Water Works

505.9.8 PRESSURE TESTING

505.9.8.1 All private water mains and appurtenances shall be tested for leakage in compliance with applicable plumbing code requirements.

505.9.8.2 The Plumbing Contractor shall notify Des Moines Water Works when the private water main is installed and ready to be filled for pressure testing and disinfection.

505.9.8.3 The pressure test, when applied to private water mains, may or may not be witnessed by Des Moines Water Works personnel since these services are under the jurisdiction of the Building Inspection Department. Therefore, a certificate of compliance shall be submitted to Des Moines Water Works stating the test pressure has been performed and listing duration of test, total leakage, allowable leakage, and stating that the test met all requirements.

505.9.9 DISINFECTION

505.9.9.1 Following satisfactory pressure tests all private water mains shall be disinfected, sampled, and tested as follows:

505.9.9.1.1 The form of chlorine used and the procedures for disinfection shall be as outlined in AWWA Standard C-651. A minimum free residual chlorine concentration of 10 mg/l shall be maintained for the 24-hour disinfection period.

505.9.9.1.2 After the 24-hour disinfection period, the private water main shall be flushed to remove all free chlorine.

505.9.9.1.3 Immediately following flushing of the private water main and again at least 24 hours after flushing, samples of water from the private water main shall be taken to be tested by Des Moines Water Works. Approximately one sample will be taken for each 1,200 feet of private water main. Test results will be available 24 hours from the time when the samples were submitted for testing. Samples must show the absence of coliform organisms and other contaminants and must meet requirements of the Iowa Department of Natural Resources to be considered acceptable. Water used for flushing and sampling shall be provided by the Des Moines Water Works for up to 2 flushing and sampling procedures, if required, to pass laboratory tests.

If either of the first two sets of samples do not pass laboratory tests, the piping represented by those samples must be flushed and rechlorinated by the Contractor at the discretion of, and as directed by Des Moines Water Works. Any labor and equipment costs incurred by the Des Moines Water Works for further disinfection, flushing, or sampling shall be billed to the Plumbing Contractor.

505.9.10

**WATER MAIN EXTENSIONS FOR BENEFIT OF
SPECIFIC PROPERTIES**

(New Provision effective January 1, 2019)

Each water service must tap in front of the property to be served. Not all properties have access to existing water mains. In cases where service is desired and there is no water main, a new water main must be installed at the expense owner or owners requesting service. The need for a water main extension will be evaluated during the water service application process. The property owner or owners will be advised of the need for a water main extension and given the option to proceed with installation at their expense.

If the property owner or owners chooses to proceed with installation of a water main extension the new water main will be installed by a Des Moines Water Works' contracted installer and the cost of the installation, including inspection and administration costs must be paid in full in advance by the property owner or owners.

506 CROSS CONNECTIONS AND BACKFLOW PREVENTION
(revised January 2019)

506.1 GENERAL

- 506.1.1 Cross connections from any well or other source of water to any piping system connected to the Des Moines Water Works distribution mains are prohibited.
- 506.1.2 The customer shall be responsible for ensuring that no cross connections exist within their premises starting at the water service entrance unless approved backflow prevention is installed.
- 506.1.3 The customer shall prevent pollutants and contaminants from entering their facility's potable water supply system or the Des Moines Water Works distribution mains by all means necessary to prevent backflow.
- 506.1.4 All water-using devices must be so designed that backflow to the distribution system cannot occur.
- 506.1.5 Where harmful contaminants or pollutants are used with any device or process connected to the water system, the customer must install and maintain an approved testable reduced pressure backflow prevention assembly in accordance with these Rules and Regulations and any applicable plumbing code requirements.
- 506.1.6 All permanently installed underground irrigation systems shall contain an approved testable backflow prevention assembly at the water service entrance designed to prevent backflow to the Des Moines Water Works distribution system.
- 506.1.7 All newly constructed fire suppression systems shall contain an approved testable backflow prevention assembly at the water service entrance designed to prevent backflow to the Des Moines Water Works distribution system.

506.2 BACKFLOW PREVENTION (Revised January 2021~~19~~)

- 506.2.1 All new and existing service lines are subject to the requirements of the State of Iowa and any applicable local Plumbing Codes respecting backflow prevention and in addition are also subject to the specific requirements set forth in these Rules and Regulations. State of Iowa requirements are set forth in the Rules of the Public Health Department, Chapter 25 State Plumbing Code, Rule 25.1, 641 I.A.C 25.5. City of Des Moines requirements are set forth in Section 26-614 of the Des Moines Municipal Code. The Des Moines Water Works acts as an administrative authority under the State of Iowa, City of Des Moines, and other municipal and county plumbing codes, and also under its own authority under Chapter 388, Code of Iowa. The backflow protection requirements of these Rules and Regulations are in addition to any applicable Plumbing Code.
- 506.2.2 An approved backflow prevention assembly for containment as defined in applicable State and local plumbing codes shall be installed at the domestic water service entrance as a condition of service to all newly constructed or remodeled commercial buildings. For the purposes of these Rules and Regulations, any upgrade to an existing service line is deemed a new service.
- 506.2.3 An approved backflow prevention assembly for containment shall be installed at the water service entrance in any existing service where an actual or potential cross connection to non-potable or hazardous substances exists, is created or is identified by the Des Moines Water Works. All commercial, multi-tenant properties are deemed to have a potential for cross connections to non-potable or hazardous substances.

506.2.4 Private wells and any piping served by a private well shall be physically disconnected from any plumbing pipes and fixtures that will be connected to Des Moines Water Works' distribution system. If a well will be left in service, no well equipment or piping shall be allowed to remain in the building even if it is physically separated or isolated with a valve. An approved reduced pressure zone backflow prevention assembly will be required at the service entrance.

~~If a well will be left in service, no interconnecting piping shall be allowed even if it is isolated with a valve, and an approved reduced pressure zone backflow prevention assembly will be required at the service entrance.~~

506.3 INTERCONNECTED SERVICES AND/OR FIRE LINES

Where a customer is served by two or more inter-connected services and/or fire lines connected to different Des Moines Water Works distribution mains or different sections of distribution mains, the customer shall install and maintain, at customer's expense, on each service and/or fire line, an approved check valve according to the latest edition of the AWWA Standard C508.

This check valve shall be installed in an access manhole and shall be located on private property just inside the property line. Even though the check valve is located on private property, Des Moines Water Works personnel shall at all times have the right of access to it and the installation of such check valve shall be deemed to grant a license for such access.

506.4 ADMINISTRATION & ANNUAL TESTING (Revised January 2021~~19~~)

506.4.1 Backflow protection requirements shall be administered by the Utility Incident Manager of the Des Moines Water Works (the "Backflow Program Manager").

506.4.2 The Backflow Program Manager may withhold approval to commence water service to a new service line until all backflow requirements are met.

- 506.4.3 The Backflow Program Manager shall investigate service provided to existing service lines to determine the degree of cross contamination hazard that may exist or potentially exist and may require customers to provide a Water Usage Inventory to allow evaluation of degree of hazard at any existing service line or may request access to the location served for purposes of inspection of water usage. If a customer fails to timely and fully complete a Water Usage Inventory, or fails to provide access upon request, a high hazard condition shall be deemed to exist.
- 506.4.4 If the Backflow Program Manager finds a high hazard condition or other cause to require installation of backflow protection, the Backflow Program Manager shall order installation of the required backflow protection device or devices and shall give written notice by mail or hand delivery to the customer of such order (the "Installation Notice").
- 506.4.5 If the customer fails to complete installation pursuant to an Installation Notice, or to notify the Backflow Manager of appeal pursuant to Rule 500.26.5 within fifteen ~~(15)~~ (15) days of the date the Installation Notice is mailed or delivered, then the water service at the affected service line shall be terminated until such time as the required installation is made.
- 506.4.6 The customer shall cause each backflow prevention assembly installed in his, her or its facility to be tested annually by a backflow prevention assembly technician registered with the Iowa Department of Public Health. Such test shall be due on an annual testing date for such premises specified by the Backflow Program Manager to the customer (the "Annual Backflow Test Date"). A report of each such annual test shall be submitted to the Backflow Program Manager. The required test and report shall be past due if the test is not performed and the report of the test received by the Backflow Program Manager ~~within fifteen (15) days of by~~ the Annual Backflow Test Due Date.
- 506.4.7 An administration fee will be applied to the customer's account annually for each backflow prevention assembly installed at the property as provided in the Schedule of Charges.

506.4.8 Any failure to have backflow devices that are categorized as containment backflow prevention assemblies to be tested and a report thereof to be received by the Backflow Program Manager ~~within fifteen (15) days of~~ by the Annual Backflow Test Due Date will result in the imposition of late fees as provided in the Schedule of Charges.

~~506.5 APPEAL (revised January 2019)~~

~~506.5.1 Any decision requiring installation of a backflow device made by the Backflow Program Manager under this Rule shall be hand delivered to the customer or mailed by United States Mail to the customer's last known mailing address. Such decision may be appealed by the customer to the Board of Trustees. No appeal to the Appeals Committee created under Rule 500.2 shall be allowed. The appeal is taken by giving written notice thereof to the CEO and General Manager ("CEO") within ten (10) days of the date of the decision. The date of decision shall be the date of hand delivery of the decision, or if the decision is delivered by mail, the date of the decision shall be three days after the date of mailing. Timely appeal of any Installation Notice shall stay termination of service until the appeal is decided by the Board of Trustees.~~

~~506.5.2 The CEO will review the appeal within 15 days of receipt. If the decision requiring installation is upheld by the CEO, the customer will be notified and the CEO's decision will be submitted to the Board of Trustees at its next regular meeting for review. If the Board upholds the decision, the customer must install an approved backflow prevention device for containment within 15 days to avoid termination.~~

507 PUBLIC FIRE PROTECTION

507.1 OPERATION OF FIRE HYDRANTS

- 507.1.1 Public fire hydrants are installed primarily for fire protection. They may also be used by the Des Moines Water Works to flush water mains and by other governmental agencies for street and sewer flushing.
- 507.1.2 Others may use hydrants by license agreement with the Des Moines Water Works under the conditions and rates established by the Board for such services. Hydrants shall not be used for any other purpose without express permission of the Des Moines Water Works.

507.2 PENALTY FOR UNAUTHORIZED USE

Anyone who shall operate or attempt to operate a fire hydrant without permission of the Des Moines Water Works may be prosecuted as provided by law and outlined in Section 511-Schedule of Charges.

507.3 RELOCATION OF PUBLIC FIRE HYDRANTS

- 507.3.1 Where an existing public fire hydrant interferes with a property owner's use or proposed use of his property, the hydrant may be relocated at the property owner's expense. Approval from the Fire Protection Authority and the Des Moines Water Works must be obtained prior to any work being done.
- 507.3.2 Where the grade of an existing street or property is changed at the request of the property owner, such that an existing public fire hydrant will not be at the proper elevation with respect to the ground, the hydrant will be raised or lowered at the expense of the property owner.

507.4 OBSTRUCTION OF HYDRANTS

- 507.4.1 Nothing shall be erected or planted which shall interfere with the use of a fire hydrant. Sufficient clearance shall be maintained around the hydrant to permit easy connection of hoses and full circle operation of the hydrant using regular hydrant wrenches and hose spanners.

- 507.4.2 Shrubs, trees, flowers or weeds shall not be planted nor permitted to grow so as to prevent full view of a fire hydrant from the street.

507.5 PAINTING OF PUBLIC FIRE HYDRANTS

Painting of fire hydrants will be done by the Des Moines Water Works only. The hydrant bonnets are color coded in accordance with National Fire Protection Association (NFPA) standards to show the amount of water that can be discharged out of them.

<u>BONNET COLOR</u>	<u>GPM</u>
Green	1,000 or greater
Orange	500 - 1,000
Red	less than 500

In addition, hydrants on feeder mains shall have caps painted the same color as the bonnet.

- 507.6 Red banding on hydrants will be done by Des Moines Water Works personnel only. This will show that these are out of service.

508 PRIVATE FIRE PROTECTION

508.1 DEFINITION OF PRIVATE FIRE PROTECTION SYSTEM

Private fire protection systems consist of a fire service connection to the Des Moines Water Works main and any or all of the following: standpipe(s), automatic sprinkler system(s), fire pump(s), or fire hydrant(s).

508.2 OPERATION OF PRIVATE FIRE PROTECTION SYSTEMS

Private fire protection systems are installed primarily for fire protection for the property on which they are installed and are not to be used for any other purpose without the express written permission of the Des Moines Water Works.

508.3 PERMIT FOR INSTALLATION OF PRIVATE FIRE PROTECTION SYSTEM

See Section 503.7.1.

508.4 DESIGN OF PRIVATE FIRE PROTECTION SYSTEMS

Fire service connections and fire lines shall comply with applicable portions of Sections 505.3, 505.4, and 505.5 of these Rules and Regulations.

508.5 COMBINATION SERVICE FROM FIRE LINE

A combination domestic and fire line as outlined in Section 505.7 of these Rules and Regulations may be installed if approved by the owner's fire underwriter. Domestic service branches and residential fire sprinkler branches shall be metered in accordance with Section 509 of these Rules and Regulations.

508.6 ALTERATIONS TO PRIVATE FIRE PROTECTION

When requested by the owner and approved by the Des Moines Water Works, a private fire system can be altered by a building owner who shall be responsible for any fees charged by the Des Moines Water Works.

508.7 PRIVATE FIRE HYDRANTS (revised January 2020)

- 508.7.1 Fire hydrants located on privately owned property, or on streets not dedicated to public use, are the responsibility of the owner and are to be used for fire protection only. These hydrants are designated "private fire hydrants".

Where it is the owner's intention that these hydrants be used by the public fire department, these hydrants shall conform to the requirements of Section 507 of these Rules and Regulations and also to the Des Moines Water Works specifications. Private fire hydrants shall be red in color. Copies of the Des Moines Water Works hydrant specifications are on file at Des Moines Water Works, 2201 George Flagg Parkway, Des Moines, Iowa. (Figure 24)

- 508.7.2 Private hydrants installed at the owner's expense, in accordance with these Rules and Regulations, for use by public fire departments, must be reviewed by the Des Moines Water Works and the Fire Department. Replacement of obsolete hydrants and repair or replacement of hydrants, broken parts, or damage caused by physical abuse or improper operation will be done at the owner's expense. Standards are available upon request to Des Moines Water Works.

- 508.7.3 Each fire service connected to the Des Moines Water Works' owned and/or operated distribution system shall be charged at the rate established by the Board. For looped systems, an annual charge shall be collected for each connection to the Des Moines Water Works' owned and operated distribution system. (See Section 511.5)

508.8 PENALTIES FOR IMPROPER USE

When the owners or occupants of any premises are found to be using water from a private fire protection system for purposes other than fire protection, the Des Moines Water Works may discontinue fire service. The Des Moines Water Works also reserves the right to require the installation of an approved fire line meter, or an additional line and meter, at the owner's expense. A penalty may also be imposed against the property owner at a rate as established by the Board.

508.9 RESIDENTIAL FIRE SERVICES

- 508.9.1 No fire service shall be allowed on a water service line smaller than 1" in diameter.
- 508.9.2 A backflow device is required on all residential fire services except web fire sprinkler systems.
- 508.9.3 Unmetered residential fire services shall be subject to annual fire protection charges at a rate established by the Board (See Section 511.5)
- 508.9.4 Web fire sprinkler systems require a single UL listed and/or FM approved fire service/domestic meter for the combined domestic and fire sprinkler system (Figure 33B). The Web fire sprinkler system does not require a backflow device because the sprinkler system is intermingled with the home's cold-water plumbing system to provide water to the both the water fixtures and fire sprinklers.

Web fire services can only be used on 1" through 2" diameter service lines. A web fire sprinkler system cannot be used, if the fire service/domestic meter cannot accommodate the maximum required fire flow of the designed fire sprinkler system.
- 508.9.5 Dedicated fire services (Fire service only) are required to be metered with a UL listed and/or FM approved fire service meter, unless the fire service meter cannot accommodate the maximum required fire flow of the designed fire sprinkler system (Figure 33A). Unmetered residential fire services shall be subject to annual fire protection charges.
- 508.9.6 Combination fire & domestic services are required to be metered with a UL listed and/or FM approved fire service meter, unless the fire service meter cannot accommodate the maximum required fire flow of the designed fire sprinkler system. Unmetered residential fire services shall be subject to annual fire protection charges. A combination fire and domestic service shall split before the domestic meter (Figure 33).
- 508.9.7 Irrigation systems are not allowed to tap a residential fire sprinkler system.

508.10 COMMERCIAL FIRE SERVICES (Inside Building)

- 508.10.1 No fire service shall be allowed on a water service line smaller than 1" in diameter. Des Moines Water Works retains the discretion to approve any connection for commercial fire service based on the water pressure available at the location. Des Moines Water Works may refuse to permit a connection for commercial fire service if it determines that the available water pressure is insufficient. If available pressure is close to the threshold deemed advisable for commercial fire service, Des Moines Water Works may permit the installation of the fire service if the applicant executes a release and waiver of claims against Des Moines Water Works.
- 508.10.2 A combination fire and domestic service shall split before the domestic meter (Figures 20 & 20A).
- 508.10.3 A backflow device is required on all commercial fire services whether potable pipe or black iron pipe is used.
- 508.10.4 Each fire service connected to the Des Moines Water Works' owned and/or operated distribution system shall be charged at the rate established by the Board. For looped systems, an annual charge shall be collected for each connection to the Des Moines Water Works' owned and operated distribution system. (See Section 511.5)
- 508.10.5 Wet fire sprinkler systems are not allowed for commercial properties.
- 508.10.6 Irrigation systems are not allowed to tap a commercial fire sprinkler system.

509 WATER METERS

509.1 GENERAL [\(Revised January 2021\)](#)

All [connections to DMWW's water mains](#) ~~water used~~ must be metered except:

- 509.1.1 Water authorized by the Des Moines Water Works for the use of other governmental subdivisions for the purpose of firefighting or street and sewer flushing.
- 509.1.2 Water used in flushing or maintaining new and existing mains under the supervision of the Des Moines Water Works.
- 509.1.3 Water for special purposes or demonstrations when approved by the CEO and General Manager, or designated representative.
- 509.1.4 If a straight connection is used in place of a meter for testing the plumbing, the straight connection must be removed before the Plumbing Contractor leaves the premises. If it is necessary to leave the straight connection in for any reason, it is the Plumbing Contractor's responsibility to call the Supervisor of Field Customer Service at Des Moines Water Works and request permission to do so. Failure to do so may result in a penalty levied against the customer.
- 509.1.5 Once a building is framed and sheeted the contractor is required to call Des Moines Water Works to have a construction meter set. This meter will be in place prior to any water being used. Once this meter is in place it may be used to settle ditches and foundations as well as being used for general purpose needs. Failure to do so may result in a penalty levied against the customer.

509.2 RESIDENTIAL

- 509.2.1 Each single-family dwelling must have its own meter.
- 509.2.2 Residential fire sprinkler lines must be metered using a UL listed, FM approved water meter accepted for use on fire services and domestic water lines.

509.3 MULTI-UNIT METERING (TOWNHOMES, CONDOMINIUMS, APARTMENTS, AND SHOPPING CENTERS)

There are four options for metering multi-unit properties, such as townhomes, condominiums, apartments, and shopping centers as follows:

- 509.3.1 Option 1. Install meters on each individual water service to each individual unit. When the individual water service option is utilized, no master meter will be installed. Each water service must comply with these Rules and Regulations for water service installation and Des Moines Water Works must be given legal access to the stop box and meter.
- 509.3.2 Option 2. Where only one stop box exists for multiple units, a meter manifold serving multiple units may be installed in a common room when all of the following conditions exist (Figures 12A & 12B):
- 509.3.2.1 Meters must be installed in a restricted, permanently heated common room at ground level or in the basement with an outside wall and outside keypad access. Des Moines Water Works must be given and will retain on file the code to gain access. Keys and key cards will not be allowed.
 - 509.3.2.2 Each service must be permanently marked with its corresponding unit.
 - 509.3.2.3 If the property is a rental property when a tenant or customer finalizes their account, the unit will go back in the landlord, association or property manager's name.
 - 509.3.2.4 If the property is a rental property the landlord or property manager must have on file with Des Moines Water Works a permanent indemnity and waiver agreement for water restoration covering all units. This agreement will allow Water Works to restore water at the tenant's request without verifying the tenant is home, and would further specify the owner assumes all liability for damages in conjunction with a potential burst pipe, open faucets, etc.

- 509.3.2.5 Individually metered accounts in multi-unit buildings will follow regular Des Moines Water Works collections policies, including the potential for service termination at the meter, or a lien on the property as allowed by Iowa law or both.
- 509.3.2.6 All meter settings in a multi-unit building are required to have a swinging check valve installed after the outlet valve. This will prevent the water meters from running backwards. Thermal expansion must also be addressed and installed if needed.
- 509.3.3 Option 3. Master meter the private water main, with the property owner responsible for all water charges on the master meter.
- 509.3.4 Option 4. Master meter the private water main and contracting with Des Moines Water Works to provide individualized unit billing and collecting of the rates and charges associated with that water main. Terms and conditions of such service shall be subject to negotiation, execution, and delivery of a mutually acceptable agreement. This arrangement requires that submeters are installed after the master meter. The Des Moines Water Works totals the water usage from those individual meters and subtracts it from the master meter. If a difference exists, the resulting balance will be billed to the owner of the private main. In addition, any unpaid balances on the submeters remaining at fifty (50) days after their rendering, including but not limited to bills for surcharges, shall be transferred to the master or owner's account and shall be paid by the owner in accordance with DMWW's normal collection terms. Any collection efforts with respect to individual units thereafter shall be made solely by the service main owner.

509.4 MANUFACTURED HOME COMPLEXES

There are two options to metering manufactured home complexes as follows.

- 509.4.1 Option 1. Install meters on each individual water service to each individual unit. When the individual water service option is utilized, no master meter will be installed. Each water service must comply with these Rules and Regulations for water service installation and Des Moines Water Works must be given legal access to the stop box and meter.
- 509.4.2 Option 2. Master meter the private water main serving the complex.

509.5 METERING OF DUPLEXES/FLATS

- 509.5.1 Metering of duplexes/flats with two separate water service lines shall be done with two separate water meters and the property owner may pay both bills; (Figure 5) or a tenant may have an individual account and pay his/her respective bill. If only one water service is installed, the property owner will be responsible for the water bill. (Figure 6)

509.6 TYPES OF METERS

The type and make of meter used will be specified by the Des Moines Water Works. With the exception of irrigation only meters, when a compound, turbine, fire, or special metering device is required for proper metering, special piping will be required to facilitate annual meter testing. (Figures 17 & 18)

509.7 SIZE OF METERS

- 509.7.1 Meter sizing shall be based on flow requirements only and not on pressure loss through the meter. The prospective user or his/her agent shall supply the following information before a meter can be sized.
 - a. Maximum rate of flow
 - b. Average rate of flow
 - c. Minimum rate of flow

Meters, 5/8" through 1 1/2" will be sized by the Des Moines Water Works based on the recommended applications listed below.

Meter Size	Recommended Applications
5/8"	Demand flow rates 1/8 to 20 gpm Maximum continuous demand 10 gpm
3/4"	Demand flow rates 1/4 to 30 gpm Maximum continuous demand 15 gpm
1"	Demand flow rates 3/8 to 50 gpm Maximum continuous demand 25 gpm
1 1/2"	Demand flow rate 3/4 to 100 gpm Maximum continuous demand 80 gpm

- 509.7.2 Fire service meters and meters 2" or larger must be sized by the Des Moines Water Works based on information provided by the owner.

509.8 OWNERSHIP

All water meters to be used for billing purposes must be provided by the Des Moines Water Works. The Des Moines Water Works reserves the right to read, inspect, or test the meter at any reasonable time or with such frequency as deemed necessary. Failure by the customer to allow reasonable access to the meter may result in termination of water service. For sewer deduct/irrigation meters see section 509.15.

509.9 INSTALLATION

- 509.9.1 Water meters will be installed by the Des Moines Water Works without charge, except as otherwise provided in these rules or as otherwise provided under specific water or other service agreements. On all meter settings, a properly bonded ground consisting of a copper cable or wire not less than 1/8" diameter shall be installed across the meter setting to avoid electrical shock when the meter is removed. (Figure 13)
- 509.9.2 Meters will be installed on a properly drained concrete or dirt floor allowing water to escape or drain at the time of a meter change or from leakage without causing damage to finished areas.

- 509.9.3 All water meters will be sealed using an approved cable and locking device. Any meter found to have the sealing device altered or removed will be subject to penalty as outlined in the schedule of charges Section 511.12. "Charges for Unauthorized Use of Water/Meter Tampering".

509.10 METER VALVES (revised January 2020)

Water meters shall be equipped with a shut-off at each end. Water meters larger than 3" shall have gate valves attached at each end. Spacing required between the inlet and outlet shut-offs for meter installation is as follows: (Figures 1 & 2)

<u>Size of Meter</u>	<u>Distance face to face of stops</u>
5/8"	11 3/4"
3/4"	13 3/4"
1"	15 3/4"
1 1/2" or 2" screw type	30"
1 1/2" flanged type	13 1/4"
2" flanged type	17 1/4"

- 509.10.1 When 1/4-turn ball valves or quick closing valves are used, they shall be operated in such a manner that pressure surges will not be transmitted to the Des Moines Water Works' distribution system.
- 509.10.2 Not more than 1 shut-off will be allowed between where the service enters the building and the meter. (Figures 1 & 2)

509.11 METER LOCATION (revised January 2020)

- 509.11.1 All water meters installed within buildings shall be in a horizontal position, at a height where they may be easily maintained and as near as possible to the point where the water service enters the building.
- 509.11.2 Meters shall not be exposed to damage by freezing. After a meter has been removed due to freezing, the customer is responsible for making corrections to prevent freezing before a replacement meter will be installed.

509.11.3 Water meters shall be accessible at all times. No appliances or other fixtures can be built over or in front of the meter setting. If obstructions exist which interfere with meter reading or maintenance of the meter, water service may be terminated until the obstructions are removed.

509.11.4 Installation of a 5/8" through 1" meter shall be as follows:

A 1/2" conduit shall be installed from the meter to a location deemed appropriate for meter reading equipment, as determined by DMWW.

The inlet valve for the meter setting shall not be more than 18" from the point where the service enters the building. (Figures 1-2 & 7-10)

509.11.5 Installation of 1 1/2" to 2" meters shall be as follows:

The inlet valve for the meter setting shall not be more than 36" from the point where the service enters the building.

509.11.6 Meter pits for 5/8" to 2" meters may be required if unusual circumstances exist. If required, the meter pit must meet the following requirements and be installed and maintained at the owner's expense.

Before an existing meter pit is re-used or a new one installed, the Des Moines Water Works shall inspect the proposed installation and determine if the meter pit is necessary to service the customer. Existing meter pits to be reused must meet current meter pit requirements and must be safe to enter.

509.11.6.1 A meter pit is required:

- a. Where a location satisfactory to the Des Moines Water Works is not available inside of the building
- b. When the length of the water service on private property exceeds 250 feet. This does not apply to private water mains (see Section 505.9) or
- c. When the water service is installed within an easement and crosses property lines.

- d. In rural areas, where the roadway is constructed with a rural cross section (ditches on either side of the road with no curb), subject to the following provisions. A meter pit will not be required in rural areas where the roadway is constructed with an urban cross section. In these areas the meter must be set inside the building (provided the setback limit of 250' is not exceeded, in which case a meter pit will be required). (moved from previous Section 514).

509.11.6.2 Location of pit:

- a. Inside City Limits in Des Moines Metro Area:

Meter pits shall be located on private property as near as practical to the property line.

- b. Location of pit Outside City Limits in Des Moines Metro Area :

The meter pit shall be located 10' from the water main when the water main is in easement and the property to be served is on the same side of the road as the water main. The meter pit shall be located 10' into private property when the water main is in the ROW or the property to be served is on the opposite side of the road as the water main. (See Figure 37). (moved from previous section 514).

509.11.6.3 Pit Requirements: (revised January 2020)

- a. Inside City Limits in Des Moines Metro Area:
 - a. 5/8" through 1" meters can utilize a standard meter pit see figure 16 or a Mueller/Hunt Thermal-Coil meter pit see figure 16 C.

1 1/2" and 2" meters will require a standard meter pit see figure 16.

Under no circumstance will a Mueller/Hunt Thermal Coil meter pit be installed within 5 feet of a driveway, in a sidewalk or any portion of a roadway.

- b. Outside City Limits in Des Moines Metro Area (moved from previous section 514):

Meter pits shall be Mueller / Hunt Thermo-Coil Meter Box, tandem set design for a water meter in position one and a pressure-reducing valve in position two. Provide 66" deep pit 15" diameter for 5/8" meters or 18" diameter for 3/4" or 1" meters. Provide meter pit with lock-wing angle ball valve inlet, Watts 5M3-Z6 or approved equal 3/4" pressure reducing valve, dual check valve meter outlet, 4" insulation pad, flat non-locking metal lid, and a second flat non-locking metal lid as the base.

See detail of Mueller/Hunt Thermal-Coil Meter Pit at Figure 16A.

509.11.6.4 Pit abandonment:

When a meter is removed from a meter pit and the pit is not to be re-used, it is the responsibility of the property owner to see that the rim and lid are removed, the valves are removed from the service line and the pit filled in to grade with an appropriate substance. Before the pit is filled in, the property owner must notify the Des Moines Water Works so that it may verify that the valves have been removed from the service line.

- 509.11.6 For meters set inside of buildings, meters 3" and larger shall be set level and in a horizontal position on a solid floor or solid base not more than 24" high. There must be at least 6' clearance above and not less than 12" behind the meter. Meters may be suspended or supported by the piping. There shall be an adequate floor drain or pit within 5' of the meter setting for disposal of water. An outside test header will be installed in a suitable location so that the meter can be tested annually, with the exception of irrigation only meters. (See Bypass and Test Header Specifications, Figure 21)
- 509.11.8 No devices or connections of any kind, such as regulators or check valves, shall be installed between the meter outlet and the test tee.

509.12 METER PITS FOR 3" METERS AND LARGER

Where unusual circumstances exist, an outside meter may be required. If required, the meter must be installed in a pit constructed at the owner's expense to meet the following requirements. See figures 17-18.

- 509.12.1 The pit shall be of reinforced concrete, pre-cast concrete or concrete block construction. See Figures 17 – 18.
- 509.12.2 The pit shall be not less than six, or more than eight, feet in depth.
- 509.12.3 The pit shall have concrete roof and floor slabs.
- 509.12.4 The pit shall have a 48" X 48" square hatch with compression spring operators.

- 509.12.5 The pit roof slab shall be removable for meter installation or a secondary access large enough to allow the meter to be removed shall be provided directly over the meter setting.
- 509.12.6 There shall be a minimum distance of 10' between the meter pit and any hydrant or standpipe.
- 509.12.7 A 1/2" conduit shall be installed from the meter pit to a location deemed appropriate for meter reading equipment, as determined by DMWW.

509.13 METER BY-PASS

- 509.13.1 By-pass lines for emergency service will not be permitted around meters 2" in diameter or less except in cases where the customer also provides a meter in the by-pass line or when a turbine or compound meter is used.
- 509.13.2 By-pass lines around meters 3" and larger must be locked and sealed to prevent accidental usage.
- 509.13.3 By-pass lines must be designed, valved and installed in accordance with these Rules and Regulations. (Figures 17-18 & 21). No by-pass will be required on a 3" or larger meter if it is an irrigation only meter.

509.14 MAINTENANCE

The Des Moines Water Works will provide the following maintenance on the meter:

509.14.1 Residential:

- 509.14.1.1 Repair or replace the meter with a new or rebuilt meter of the same size if the meter becomes inoperative through no fault of the customer. If there is evidence of physical damage externally or to the interior of the meter from hot water, freezing, or other casualties, through carelessness or neglect by the customer, the customer will be billed for the cost of repairs.

509.14.1.2 The Des Moines Water Works may test or exchange the meter periodically to ascertain its accuracy.

509.14.1.3 The Des Moines Water Works will test any meter upon application by the customer. If the meter testing results fall within American Water Works Association (AWWA) standards, the customer will be billed a fee equal to one (1) hour of labor at the labor rate as established by the Board and provided in Section 511 of these Rules and Regulations.

509.14.2 Industrial and Commercial:

509.14.2.1 Positive displacement meters 2" and smaller will be maintained in the same manner as residential meters.

509.14.2.2 Compound and Turbine meters 3" and larger will be repaired at no cost to the property owner providing there is no evidence of physical damage as described above.

509.14.2.3 Water meters shall be equipped with shut-off valves at each end. Water meters larger than 2" shall have shut-off valves attached at each end and the outlet end of the meter shall be provided with a 4" tee fitting for testing purposes. The branch of the tee shall face upwards and be provided with a 4" valve threaded cap and plug. (Figures 17, 18 & 21)

509.15 SEWER DEDUCT/WATER ONLY METERS

- 509.15.1 Sewer deduct meters are meters that measure a portion of the water which has already been metered by another meter for deduct billing purposes. The installation of these meters will be performed as permitted by the appropriate local ordinance for the purpose of measuring water not returning to the sewer system. Meters need not be located at or near the service entrance. Property owners are responsible to provide and install sewer deduct meters, but meters must be approved (manufacturer, make, and model) by DMWW in order to ensure they are readily compatible with DMWW's reading and billing systems. All maintenance, repairs, and testing of sewer deduct meters will be by the Des Moines Water Works, at the owner's expense. Sewer deduct meters apply to DMWW's service areas of City of Des Moines, City of Windsor Heights, City of Cumming, City of Runnells, and unincorporated Polk County.
- 509.15.2 Water only meters are meters that have not had the water previously registered by another meter. The amount of water measured by the water only meter is added to the bill but is not charged sewer rates. Such meters are installed on a tee off the inlet service line right after the inlet valve. Water only meters must be approved (manufacturer, make, and model) by DMWW in order to ensure they are readily compatible with DMWW's reading and billing systems. Water-only meters are permitted only in the City of Pleasant Hill.

509.16 SUB-METERS (revised January 2019)

Sub-meters are meters installed by the customer to measure water usage downstream of Des Moines Water Works' meter. Sub-meters are not read or billed by the Des Moines Water Works unless under contracted services. Sub-meters may be repaired by Des Moines Water Works at the owner's expense, provided they are delivered to Des Moines Water Works. All meter settings are required to have a swinging check valve installed after the outlet valve. This will prevent the water meters from running backwards. Thermal expansion must also be addressed and installed if needed.

509.17 CHANGES IN LOAD

In cases where changes in water consumption result in a meter being substantially undersized or oversized, Des Moines Water Works may need to install a larger or smaller meter. Any alterations required in the meter setting will be at the owner's expense.

509.18 HYDRANT METERS

509.18.1 ELIGIBILITY AND REQUIREMENTS

The Des Moines Water Works may issue hydrant meters to qualified contractors or civic organizations when alternate methods of water supply are not available. The Water Board reserves the right to decline hydrant meter service to any applicant not deemed qualified to meet the requirements of this rule. Meters shall be issued for a specified time period not to exceed eight (8) months. At the time of application, the applicant shall state the location and purpose for which the meter will be used, the name and telephone number of a contact person, and why water is not available from another source.

As used in this rule, "hydrant meter" shall mean and include a hydrant meter together with valves, fittings, and operational tools.

All hydrant meters will be handled on a first-come/first-serve basis. City, County, and State projects will be given higher priority.

Des Moines Water Works reserves the right to determine the proper size of the hydrant meter based upon the use and location of the hydrant meter.

Des Moines Water Works reserves the right to determine the use of a hydrant meter to serve a concrete batch plant. If a concrete batch plant is going to be in service for three (3) months or longer it will not qualify for a hydrant meter. It will be required to install an individual service line in accordance with section 503.1 of the Des Moines Water Works Rules and Regulations.

All hydrant meters issued from Des Moines Water Works shall be used only in the areas served directly by Des Moines Water Works. Des Moines Water Works' hydrant meters may NOT be used in other suburbs or areas that provide their own hydrant meters.

Des Moines Water Works reserves the right to inspect and test hydrant meters at its discretion. The applicant must make the hydrant meter available within 48 hours of any inspection request.

It is the responsibility of the applicant to use the hydrant meter in a safe and proper manner and to keep the hydrant meter secured at all times, even when it is not in use. Unsecured hydrant meters may be repossessed by Des Moines Water Works.

509.18.2 DEPOSIT AND AGREEMENT

A deposit, as established by the Board, must be paid at the time a hydrant application is made with Des Moines Water Works at 2201 George Flagg Parkway. Des Moines Water Works will hold this deposit as security for the full performance of the applicant's obligations until the applicant returns the hydrant meter to Des Moines Water Works. Upon return of the hydrant meter, and payment of the final bill, the deposit will be mailed to the applicant upon request, less any outstanding charges due to Des Moines Water Works.

A hydrant meter shall at all times remain the property of the Des Moines Water Works and shall be issued to the applicant under the terms of a bailment and temporary water service agreement, which must be signed by the applicant before the hydrant meter is issued.

509.18.3 OBTAINING HYDRANT METER

To reserve a hydrant meter, arrangements should be made by calling Des Moines Water Works at 515-283-8700. It will be the responsibility of the applicant to pick up the meter according to the instructions provided by Des Moines Water Works. Meters can be obtained from 8:00 a.m. to 3:00 p.m., Monday through Friday, except holidays.

509.18.4 **DAMAGE TO DES MOINES WATER WORKS
PROPERTY**

It will be the obligation of the applicant to protect the hydrant meter, hydrant, and other Des Moines Water Works' property from damage due to weather or use of the facility. The repair of any damaged property will be completed by Des Moines Water Works and charged to the applicant.

509.18.5 **METER READING (revised January 2019)**

The applicant shall report a monthly hydrant meter read to DMWW according to the instructions provided.

509.18.6 **HYDRANT METER TESTING**

After 8 months of use or at the request of the Des Moines Water Works, whichever is first, the meter shall be returned to Des Moines Water Works according to the instructions provided. The applicant will be notified when the testing has been completed and whether the hydrant meter can be picked up.

509.18.7 **CHARGES AND FEES (revised January 2019)**

The following charges and fees will apply as outlined in Section 511, Schedule of Charges:

- a. A monthly hydrant meter availability fee will be charged based on the size of the hydrant meter.
- b. If the applicant fails to call in a monthly meter read, a daily fee will be assessed for each a read is not called in.
- c. If the applicant fails to return the assigned hydrant meter on or before the agreed date, a daily late fee will be assessed.

Rates for water consumption will be applied according to the Inside City of Des Moines water rate structure as defined by the Des Moines Water Works Board of Trustees.

509-18.8 FILLING OF SWIMMING POOLS

Hydrant meters will not be provided to individuals or businesses for the purpose of filling swimming pools.

If a customer wants their pool filled, Des Moines Water Works will supply the materials and labor to fill a swimming pool at the current hourly rate (labor, vehicle, and water) as specified in the Schedule of Charges section of the Des Moines Water Works Rules and Regulations. A 24-hour advance notice will be required to allow for proper staffing for this task.

509.18.9 DISQUALIFICATION

Failure to comply with Section 509.18 of these Rules and Regulations shall be grounds for the applicant to be immediately disqualified from continued use of a hydrant meter. Future use of a hydrant meter may also be forfeited. Upon disqualification, the meter will be surrendered to the Des Moines Water Works and deposit retained as liquidated damages.

509.19 REMOTE METER INSTALLATION/REPAIR

- 509.19.1 If a customer does not permit the installation or repair of our meter reading equipment upon request, then the customer shall be notified that water service will be discontinued in accordance with the procedures then in effect.

510 SERVICE MAIN EXTENSION

Eliminated and incorporated in Section 505.9 effective November 2013.

511 SCHEDULE OF CHARGES

511.1 CHARGES

The Board of Trustees, from time to time, may establish, abolish, or change charges for services and/or equipment provided to its customers. These charges shall be reviewed periodically and based as much as possible on costs of service.

511.2 ADJUSTMENTS TO CHARGES

The Board of Trustees grants the CEO and General Manager, or his designee, authority to adjust charges on a case-by-case basis where in his or her judgment the case warrants an adjustment.

511.3 ESCALATION OF CHARGES

Charges and fees listed in the Schedule of Charges, will be escalated annually based on the increase in the Engineering News Record Construction Cost Index.

511.4 METERED WATER AND WATER AVAILABILITY ([Revised January 2021](#))

All water shall be supplied to customers by meter measurement, except as herein otherwise provided, at the rates established by the Board. Rates shall be structured and established to recover the cost of service to a customer or class of customers, and may be multi-factor, including one or more variable components, and one or more fixed components generally include a volume rate (per thousand gallons or thousand cubic feet) in addition to a flat monthly availability fee. Prevailing rate schedules may be obtained from Des Moines Water Works or by visiting www.dmww.com, clicking on “Customer Service, Rates & Service Areas” and then selecting the service area in question.

Water availability is charged based on the size of the meter approved for the property and is charged regardless if water service is active or inactive.

511.5 FIRE PROTECTION CHARGES

Table 511.5 Fire Protection Charges (effective January 1, 2020)

DES MOINES WATER WORKS FIRE PROTECTION CHARGES		
Annual charges for all unmetered fire protection connections shall be as follows:		
Size of <u>Connection</u>	<u>Inside City</u>	<u>Outside City</u>
1"	\$5.00	\$7.00
2"	\$17.00	\$25.00
3"	\$40.00	\$55.00
4"	\$65.00	\$100.00
6"	\$150.00	\$220.00
8"	\$270.00	\$400.00
10"	\$410.00	\$620.00
12"	\$590.00	\$880.00

511.5.1 Annual charges for all unmetered fire protection connections shall be at rates established by the Board.

511.5.2 Fire protection service charges will be determined as follows:

511.5.2.1 One tenant + one building + one connection to Des Moines Water Works owned and/or operated distribution system = one charge according to size.

511.5.2.2 One tenant + one building + more than one connection to Des Moines Water Works owned and/or operated distribution system = each connection charged by size.

511.5.2.3 Shopping centers, industrial, and apartment complexes shall be charged for each fire service connection to the Des Moines Water Works owned and/or operated distribution system by size.

511.5.3 An additional charge shall be made for filling gravity or pressure storage tanks based on the total storage capacity of such tanks at the prevailing rate charged for water at the location.

511.5.4 The annual stand-by charge for fire service to a private property shall be paid by the owner of the property which is served. If such property is owned by a public agency or it is a part of a public thoroughfare, the responsible agency or government desiring to establish and maintain the service must agree in writing to make the payments and show evidence of their ability to make proper levy to obtain funds for such purpose.

511.6 SYSTEM DEVELOPMENT FEES

Table 511.6 System Development Fee Structure (effective January 1, ~~2020~~2021)

System development fees are required for all new water services in the City of Des Moines, Pleasant Hill, Cumming, Alleman, and other areas as defined below. System development fees are charged to aid in covering the costs associated with distribution, pumping, and storage facilities that have been or will be constructed to support new and additional demands on the water system that arise with new customers and connections. System Development Fees will be based on the tap size and are as follows:

Des Moines

	1 inch	2 inch	3inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$470	\$1,175 <u>-1,185</u>	\$3,750 <u>-3,800</u>	\$10,800 <u>-10,900</u>	\$28,300 <u>28,600</u>	\$58,900 <u>59,600</u>	\$94,100 <u>95,300</u>
Fire Service							
Connections:	\$160	\$400	n/a	\$3,650 <u>3,675</u>	\$9,400 <u>9,500</u>	\$19,700 <u>20,000</u>	\$31,400 <u>31,800</u>

Pleasant Hill

	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$1,425	\$1,425	\$3,750 <u>-3,800</u>	\$10,800 <u>-10,900</u>	\$28,300 <u>28,600</u>	\$58,900 <u>59,600</u>	\$94,100 <u>95,300</u>
Fire Service							
Connections:	\$470	\$470	n/a	\$3,650 <u>3,675</u>	\$9,400 <u>9,500</u>	\$19,700 <u>19,900</u>	\$31,400 <u>31,800</u>

Cumming (~~effective November 18, 2019~~)

	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$950 <u>960</u>	\$1,750 <u>1,775</u>	\$1,750 <u>1,775</u>	\$8,275 <u>8,375</u>	\$25,475 <u>25,800</u>	\$55,575 <u>56,300</u>	n/a
Fire Service							
Connections:	\$1,100 <u>1,125</u>	\$1,375 <u>1,400</u>	n/a	\$3,575 <u>3,625</u>	\$9,250 <u>9,350</u>	\$19,400 <u>19,600</u>	n/a

Alleman and Unincorporated Warren County Service Area

	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$2,350 <u>2,375</u>	\$3,825 <u>3,850</u>	\$3,825 <u>3,850</u>	\$10,800 <u>10,900</u>	\$28,300 <u>28,600</u>	\$58,900 <u>59,600</u>	n/a
Fire Service							
Connections:	\$790	\$1,275 <u>1,300</u>	n/a	\$3,650 <u>3,675</u>	\$9,400 <u>9,500</u>	\$19,700 <u>19,900</u>	n/a

All Other Service Areas (Outside City DM, Berwick, PCRWD #1, Runnells, Unincorporated Polk County, Unincorporated Warren County, etc.)

	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$1,775	\$4,000 <u>4,025</u>	\$4,000 <u>4,025</u>	\$10,800 <u>10,900</u>	\$28,300 <u>28,600</u>	\$58,900 <u>59,600</u>	n/a
Fire Service							
Connections:	\$590	\$1,350 <u>1,375</u>	n/a	\$3,650 <u>3,675</u>	\$9,400 <u>9,500</u>	\$19,700 <u>19,900</u>	n/a

511.6.1 DMWW does not make 3" taps but 3" domestic connections can be teed off of the fire service for the building or property.

511.6.2 System Development Fees for projects with both fire and domestic services, or any combination of multiple services, will be the total of all of the System Development Fees added together.

511.6.3 System Development Fees for projects with metered combination fire and domestic services (master metered) shall be considered domestic services with fees being charged accordingly.

511.6.4 System Development Fees for subdivisions will be based upon the number and size of service stubs to be installed within the subdivision. All service stubs within subdivision will be considered domestic stubs unless sufficient evidence is provided to indicate otherwise.

511.6.5 If DMWW has record that a tap previously existed at a property, System Development Fees will not be required for replacement taps of equal size. Existing taps that are less than one inch in diameter and are being replaced with new one-inch taps will not require System Development Fees. Any replacement tap that is to be a larger size than the original tap, other than upsizing to a one-inch diameter tap, will require a fee that will be the difference between the fee for the new tap size and the fee for the original tap size.

511.7 UNIFORM TAP CHARGES

Table 511.7 Uniform Tap Charges (effective January 1, ~~2020~~ 2021)

Tap Size	1" *	2" **	3"***	4"	6"	8"	12"
2" Main	\$350						
4" Main	\$350	\$1,275 1,300		\$2,025 2,050			
6" Main	\$350	\$1,275 1,300		\$2,275 2,300	\$2,625 2,650		
8" Main	\$350	\$1,275 1,300		\$2,325 2,350	\$2,625 2,650	\$3,375 3,425	
10" Main	\$350	\$1,375 1,400		\$2,425 2,450	\$2,725 2,750	\$3,375 3,425	
12" Main	\$350	\$1,425 1,450		\$2,425 2,450	\$2,725 2,750	\$3,475 3,525	\$5,450 5,500
14" Main	\$350	\$1,700 1,725		\$2,425 2,450	\$2,775 2,800	\$3,475 3,525	\$5,450 5,500
16" Main	\$350	\$1,850 1,875		\$2,775 2,800	\$2,775 2,800	\$3,575 3,625	\$5,750 5,800
20" CI/DI Main	N/A	\$1,900 1,925		\$2,825 2,850	\$3,175 3,200	\$3,925 3,975	\$6,150 6,200
20" Concrete Main	N/A	N/A		\$7,350 7,450	\$7,650 7,750	\$8,650 8,750	\$10,900 11,000
24" CI/DI Main	N/A	\$2,000 2,025		\$2,875 2,900	\$3,225 3,275	\$4,200 4,250	\$7,550 7,650
24" Concrete Main	N/A	N/A		\$7,450 7,550	\$7,950 8,050	\$8,700 8,800	\$11,100 11,200

- 511.7.1 All taps larger than 12" and all mains larger than 24" to be tapped for any size will be done on a labor-and-materials basis. Price estimates may be quoted on request.
- 511.7.2 *The fee for 1" taps on ASTM D2241 pipe in the former SE Polk system which require a tapping saddle will be ~~\$390~~400.
- 511.7.3 **The fee for 2" taps made on 16" PVC, which will require a tapping saddle, will be ~~\$2,325~~2,350.
- 511.7.4 ***DMWW does not make 3" taps but 3" domestic connections can be teed off of the fire service for the building or property. See 511.6 above for System Development Fees related to 3" domestic connections.
- 511.7.5 City of Des Moines projects funded with expenditures from the City of Des Moines general fund are not required by these rules to pay system development fees. Any projects funded by expenditures from a City of Des Moines enterprise fund must still pay system development fees.

511.8 UNIFORM TAP RETIREMENT CHARGES

Table 511.8 Uniform Tap Retirement Charges (effective January 1, ~~2020~~
2021)

Tap retirement charges are based on the size of the main that is tapped, rather than the size of the tap.

Main Size	Fee
2"	\$1,000 <u>1,025</u>
4"	\$1,275 <u>1,300</u>
6"	\$1,375 <u>1,400</u>
8"	\$1,475 <u>1,500</u>
10"	\$1,800 <u>1,825</u>
12"	\$2,325 <u>2,350</u>
14"	\$2,625 <u>2,650</u>

Charges for retirements on concrete mains or mains larger than 14" will be the current prices for materials and labor.

- 511.8.1 Tap retirement charges for other than corporations are based on the size of the main that is tapped, rather than the size of the tap. Charges for retirements on concrete mains and mains larger than 14" will be the current prices of materials and labor.

511.9 METERS (revised January 1, 2020)

- 511.9.1 Damaged or lost meters will be replaced by Des Moines Water Works and charged to the owner at current market value, plus necessary labor for repair or replacement.
- 511.9.2 Charges for damaged meters larger than those priced on the Schedule of Charges will be the actual costs of materials and labor for repair or replacement.
- 511.9.3 Des Moines Water Works will test any meter upon application by the customer. If the meter testing results fall within American Water Works Association (AWWA) standards, the customer will be billed a fee equal to one (1) hour of labor at the labor rate stated in 511.20.

Table 511.9.1 Coupling Fees (effective January 1, ~~2019~~ 2021)

Size	Fee
5/8"	\$15.00 <u>16.00</u> each
5/8" x 3/4"	\$14.00 <u>15.00</u> each
3/4"	\$14.00 <u>15.00</u> each
1"	\$16.00 <u>17.00</u> each
1 1/2"	\$90.00 <u>94.00</u> each
2"	\$130.00 <u>131.00</u> each

Table 511.9.2 Meter Measuring Chamber Fees
(effective January 1, ~~2019~~2021)

Size	Fee
5/8"	\$35.00 36.00
3/4"	\$40.00 42.00
1"	\$80.00 83.00
1 1/2"	\$180.00 187.00
2"	\$240.00 250.00

Table 511.9.3 Meter Fees (effective January 1, ~~2019~~2021)

Size	Fee
5/8"	\$120.00 125.00
3/4"	\$150.00 156.00
1"	\$200.00 208.00
1 1/2"	\$420.00 437.00
2"	\$570.00 593.00

511.10 DAMAGED OR LOST METER READING SYSTEM EQUIPMENT

Table 511.10 Damaged or Lost Meter Reading System Equipment

3-pair cable	\$2.00/foot
Underground cable	\$1.00/foot
Meter head 5/8", 3/4"	\$95.00 99.00
Meter head 1", 1 1/2", 2"	\$95.00 99.00
Single port MTU	\$130.00 135.00
Dual port MTU	\$180.00 187.00
Upcharge for dual port MTU for secondary meter	\$40.00 42.00
Pressure regulator valve	\$130.00 135.00

511.11 EQUIPMENT (effective January 1, 2020)

Table 511.11 Equipment Fees

Standard Vehicle	\$20.00/hour
Valve Operation Truck	\$30.00/hour
Distribution Repair/Maintenance Equipment	
• Crew Van	\$40.00/hour
• Tapping Truck	\$40.00/hour
• Dump Truck	\$65.00/hour

Heavy Construction Equipment

- Rubber Tire Backhoe \$45.00/hour
- Loader \$60.00/hour
- Track Backhoe \$90.00/hour

511.12 CHARGES FOR UNAUTHORIZED USE OF WATER/METERING
TAMPERING (effective January 1, 2020)

First unauthorized use \$250.00, plus estimated water usage at the
applicable rate structure

Second and Subsequent unauthorized use

\$500.00, plus estimated water usage at the
applicable rate structure

Third unauthorized use Will terminate water service up to and
including cutting water service at main at
owner's expense.

511.13 CHARGES FOR UNAUTHORIZED TAP

511.13.1 If an unauthorized tap is made, DMWW will excavate and inspect
the tap. The property owner will be charged for time and
materials spent completing this task including backfill and
restoration. Labor and equipment will be charged at the current
rates documented in these Rules and Regulations. If the tap
passes our inspection, the property owner will be charged any
applicable system development fees and taps fees. The property
owner will also be subject to charges for the unauthorized use of
water/metering tampering (See 502.4 Unauthorized Use of
Unmetered Water).

511.13.2 If the unauthorized tap does not meet current Des Moines Water
Works Rules and Regulations and/or material standards, DMWW
will cut the water service at main at the property owner's expense.
The property owner will be charged for time and materials spent
completing this task including backfill and restoration. Labor
and equipment will be charged at the current rates documented in
these Rules and Regulations. The property owner will also be
subject to charges for the unauthorized use of water/metering
tampering (See 502.4 Unauthorized Use of Unmetered Water).

511.14 CHARGES FOR UNAUTHORIZED USE OF FIRE HYDRANT

First unauthorized use	\$570 plus service inspection cost and cost of repairs, if applicable
Second unauthorized use	\$1,125 plus service inspection cost and cost of repairs, if applicable
Third unauthorized use	\$1,700 plus service inspection cost and cost of repairs, if applicable

511.15 DEPOSIT FOR HYDRANT METER (effective January 1, 2020)

3/4"	\$670.00
1"	\$860.00
2"	\$1,700.00
3"	\$1,900.00

511.16 CHARGES FOR THE USE OF HYDRANT METERS (effective January 1, 2019)

Monthly Availability Charge:	
3/4" Garden Meter	\$30.00
1" Hydrant Meter	\$55.00
2" Hydrant Meter	\$115.00
3" Hydrant Meter	\$225.00

Late Fee: \$20.00 per day if Hydrant Meter is not returned by agreed upon date.

Failure to Report a Monthly Hydrant Meter Read: \$20.00 per day until read is submitted according to instructions provided at the time of rental.

511.17 TERMINATION FEE FOR COLLECTIONS (effective January 1, 2020)

511.17.1 A termination fee of \$65.00 will be applied to all accounts when a water service is terminated or attempted to be terminated due to non-payment of charges. This fee includes the restoration of water service once the termination amount is paid.

511.17.2 An additional after-hours service restoration fee will be applied when restoration of water service is requested according to the hours shown below.

Table 511.17 After Hours Service Restoration Fees

Service Area	Definition	After Hour Fee
Des Moines, Windsor Heights, Pleasant Hill, Unincorporated Polk County	During normal field hours: Monday – Friday 7:30 am – 6:00 pm Saturday 7:30 am – 3:30 pm After hours: Monday – Friday 6:00 pm – 9:30 pm	None (included in the termination fee) \$35 after hour fee
Area formerly known as SE Polk Rural Water District, Runnells, Cumming, Alleman	During normal field hours: Monday – Friday 7:30 am – 3:30 pm After hours: Monday – Friday 3:30 – 9:30 pm Saturday 7:30 am – 3:30 pm	None (included in the termination fee) \$75 after hour fee
All Areas - Other hours	Turn-on will be deferred to the next business day (unless deemed an emergency)	Not applicable

511.18 MISSED APPOINTMENT FEES

511.18.1 When a service appointment has been made with Des Moines Water Works by a customer, and the customer or owner fails to meet this appointment without reasonable advance notice, Des Moines Water Works will assess a \$40 missed appointment fee, plus any after hour fee, if applicable. This charge applies to any scheduled appointment, including water service restoration appointments. No more than one missed appointment fee will be charged per day.

511.19 STOP BOX VERIFICATION

511.19.1 If a property owner or their designated agent desire for Des Moines Water Works to verify the property's stop box is in good working condition prior to a potential property transfer, Des Moines Water Works will assess a fee of \$40 to the current property owner at the time of the request. As provided in Rule 502.5.3 herein, Des Moines Water Works will not be responsible for stop boxes found in the process of verification to be in inoperable condition or for stop boxes that may become inoperable when DMWW staff operates them during verification.

511.20 LABOR (effective January 1, 2020)

Standard Hourly Labor Rate	\$ 68.00/hour
Overtime Hourly Labor Rate	\$101.00/hour

511.20.1 Other labor charges for work completed by Des Moines Water Works may be calculated based upon specific wage rates with the appropriate multiplier in lieu of the standard hourly rate.

511.21 COMPUTERIZED LEAK PINPOINTING

\$200.00 hour

511.22 RETURNED CHECK

\$30.00

511.23 DEPOSIT FOR TENANTS [\(effective January 1, 2021\)](#) ~~\$100.00~~ ~~85.00~~

511.24 FIRE HYDRANT FLOW TEST (effective January 1, 2020) \$180.00

511.25 CREDIT CARD CONVENIENCE (via website or telephone only, charged by third-party processor) \$2.75

511.26 PUBLIC RECORDS REQUEST FEES

511.26.1 Fees for public records requests as outlined in Section 516 shall be actual costs incurred for search, retrieval, compilation and examination, excluding overhead. Costs for copying shall be \$1.00 for first page and \$0.25 per page thereafter, or actual costs incurred if an outside printing vendor is utilized.

511.27 LAB FEES (effective January 1, 2020)

Table 511.27.1 Microbiological Fees

Sample	Analysis	Cost
Private wells	Coliform	\$35.00
Distributions	Coliform	\$12.00
HPC	HPC	\$15.00
New Mains	Coliform	\$15.00
Pool	Coliform	\$15.00
Spa	Coliform/Pseudomona	\$25.00
Quantitray	Coliform	\$25.00
Raw Water	Algal ID	\$30.00

Table 511.27.2 Chemical Fees

Sample	Analysis	Cost
Anions	Bromide	\$18.00
	Chloride	\$18.00
	Fluoride	\$18.00
	Nitrate	\$18.00
	Nitrite	\$18.00
	Phosphate (ortho)	\$18.00
	Sulfate	\$18.00
	All	\$60.00
Metals	Aluminum	\$18.00
	Arsenic	\$18.00
	Cadmium	\$18.00
	Calcium	\$18.00
	Chromium	\$18.00
	Copper	\$18.00
	Iron	\$18.00
	Lead	\$18.00
	Magnesium	\$18.00
	Nickel	\$18.00
	Potassium	\$18.00
	Selenium	\$18.00
	Silver	\$18.00
	Sodium	\$18.00
	Zinc	\$18.00
Softening	Calcium Hardness	\$18.00
	Magnesium Hardness	\$18.00
	Chlorine Residual	\$12.00
	Conductivity	\$12.00
	Alkalinity	\$15.00
	pH	\$12.00
	Total Hardness	\$25.00
	Turbidity	\$12.00
DBP's	TTHM	\$75.00
	HAA	\$100.00
Algal Toxins ELISA	Microcystin	\$75.00
	Cylindrospermopsin	\$75.00
	Saxitoxin	\$75.00
	Anatoxin	\$75.00

511.28 INSPECTION FEES FOR NEW WATER MAIN EXTENSIONS

Fees shall be charged for construction inspection and related as built drawings for installation of all new water main extensions.

Base Inspection Fee	\$200.00
Inspection Fee Unit Cost – first 1,000 ft.	\$1.50/ft.
Inspection Fee Unit Cost – all additional footage	\$1.00/ft.

Inspection fees of water main extensions shall be paid prior to issuance or approval of IDNR Construction Permit.

Illustrative Example: Installation of 1500 feet of eight-inch water main for Hawkeye Development on Cyclone Avenue.

Base Inspection	\$200.00
First 1,000 feet (1000 x 1.50)	\$1,500.00
Additional 500 feet (500 x 1.00)	<u>\$500.00</u>
Total	\$2,200.00

511.29 PLAN REVIEW FEE FOR NEW WATER MAIN EXTENSIONS

Fees shall be charged for plan review of all new main extensions.

Base Plan Review Fee	\$200.00
Unit Cost Plan Review Fee	\$.10/ft.
Construction Permit Fee (DMWW issued IDNR Permits)	\$.10/ft.

Plan review fees for water main extensions are to be paid at the time materials are submitted for review.

Illustrative Example: Installation of 1500 feet of eight-inch water main for Hawkeye Development on Cyclone Avenue.

Base Plan Review	\$200.00
Unit Cost Review (1,500 x \$.10)	\$150.00
DMWW issued IDNR Permit (1,500 x \$.10)	<u>\$150.00</u>
Total	\$500.00

511.30 TWO-INCH AND LARGER WATER SERVICE PLAN REVIEW FEE

Des Moines Water Works Engineering Department shall review all two-inch and larger water service connections. Payment for plan review will be required at the time the formal request is issued to Des Moines Water Works.

Plan Review Fee – One Tap	\$150.00
Plan Review Fee – Two or More Taps	\$250.00

Plan review fees for large water services are to be paid at the time materials are submitted for review.

511.31 ADMINISTRATION FEE FOR CONTRACTED STOP BOX REPAIR \$90.00

511.31.1 Fee charged to customers when stop box repairs are completed by DMWW's contracted plumber.

511.32 SUBMETERING FEES

Fees for submetering contracts as outlined in Section 509.3.4 are charged to the property owner and are as follows:

- \$500 one-time administrative fee
- \$50 per submetered account for billing system set up
- Meter, MTU, and labor charges as outlined in these Rules & Regulations

In addition, a monthly meter reading fee of \$2.75 will be charged to the customer of each submeter on their monthly bill.

511.33 S.E. POLK ANNEXATION ASSET/SERVICE TERRITORY TRANSFER (moved from previous Section 514) ([Revised January 2021](#))

Des Moines Water Works purchased SE Polk Rural Water District in April 2004. The purchase of this district was completed to provide a more economical way to stimulate the growth of cities into the SE Polk District. As annexation occurs in these areas, it is intended that these customers become customers of the city that annexes such area of the district.

The city annexing the area into its service territory shall pay Des Moines Water Works for the service territory acquired based on the number of existing customers connected to the water system.

For annexing cities that receive their water supply from DMWW, the buy-out shall be ~~\$3,7002,650~~ per existing residential customer.

For annexing cities who do not receive their water supply from DMWW, the buy-out shall be ~~\$54,700~~ per existing residential customer.

The buy-out of existing commercial and industrial customers will be determined on a case-by-case basis (effective January 1, 2019).

511.34 BACKFLOW FEES

511.34.1 An administration fee of \$15.00 per backflow prevention assembly shall be applied to the customers' account annually.

511.34.2 A \$100.00 late fee will be applied to the customer's account if the report of annual test of a containment backflow prevention assembly as required by Rule 506.4.7 is not received by the Backflow Program Manager within fifteen (15) days of the Annual Backflow Test Date.

An additional \$200.00 late fee will be applied to the customer's account if such report is not received within thirty (30) days of the Annual Backflow Test Date.

511.35 PRIVATE FIRE HYDRANT MAINTENANCE FEE (Effective January 1, 2021) \$120.00/hydrant

511.36 ADMINISTRATION FEE FOR BILLED SERVICES (Effective January 1, 2021) \$25.00

511.36.1 Fee charged to customers when DMWW completes a billed service.

Commented [PJ1]: DMWW has charged a \$12 Administration Fee on billed service work for many years. It was decided it was time to increase that fee. We discovered this fee was not listed in the Rules & Regs, so it is being added now.

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511.37 A customer may appeal the adoption of a new or increased rate or charge applicable to such customer by filing notice of appeal to the Board of Trustees. Such notice of appeal shall be submitted in writing to the CEO and General Manager of DMWW within 30 days of the date of publication of such new or increased rate. No appeal shall stay application of the rate or charge to customer, or stay collection of any water service charges or other charges, pending appeal.

Such issue will then be considered by the Board of Trustees as provided in Section 206.8 of Board Policy Manual at the next scheduled meeting of the Board of Trustees.

If the appeal is successful the customer will be entitled to such prospective or retrospective adjustment as the Board of Trustees shall allow in its sole discretion. Appeals concerning the application of a rate or charge to a specific case or specific customer shall be submitted and governed by section 500.2 of these Rules & Regulations. The CEO and General Manager shall have the authority to determine if any appeal is concerning the adoption of rates and charges or the application of rates and charges, and shall apply the process under these rules that is thus applicable under this provision.

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GLOSSARY OF TERMS [\(Revised January 2021\)](#)

Apartment. A multi-family living unit with one owner of all of the units and the property that the units set upon.

Applicant. Any person association, corporation, entity or governmental agency requesting water service.

(The) Board. The Board of Water Works Trustees, of the City of Des Moines, is the governing body as constituted under the laws of the State of Iowa.

(The) City. The City of Des Moines, Iowa, a municipal corporation acting through the City Council or its duly authorized representatives.

Combination General Service Line. Domestic service line and fire protection line served from a single tap.

Condominium. A multi-family living unit with individual owners for each unit. The property that each unit sets upon is normally owned by one common owner (a homeowner's association).

Connection Fee. A calculated charge assessed to a property owner who will utilize increased flow capacity of the distribution system for which the Des Moines Water Works has made a capital cost investment.

Cross Connection. Any connection or structural arrangement between a public or a consumer's potable water system and any non-potable source or system through which backflow can occur.

Des Moines Water Works or DMWW. The Des Moines Water Works or DMWW is the utility which is governed by, and officially titled as the Board of Water Works Trustees of the City of Des Moines, Iowa.

Distribution Main. The water pipe, located in a street or approved easement area, from which domestic water supply is delivered to the service pipe leading to specific premises; usually not larger than 12" in diameter.

CEO and General Manager. The duly appointed chief executive officer of the Des Moines Water Works.

Duplex/Flat. A two family living unit with one owner of the two living units. The owner of the units also owns the property that the two units set upon (side-by-side or stacked).

Implied Public Access. Areas on private property that are accessible to the general public, and will remain accessible in the future. Examples of such areas are driveways and parking lots for shopping malls and apartment complexes.

Manufactured Home Complexes. Two or more manufactured homes adjacent to each other, located on a property owned by one common owner. (Ewing trace)

Master Plumber. A plumber who has satisfactorily completed the Master Plumber Certificate of competency examination administered by the City of Des Moines.

Master Service. A water supply line to a group of buildings or planned units, usually metered in one location to indicate total consumption for the development.

Owner. The agency or individual in possession of a property being serviced by the Des Moines Water Works.

Plumbing Contractor. An individual who holds a certificate of competency as a Master Plumber and posts the appropriate surety and cash bonds to the City of Des Moines Building Inspection Department and supplies a plumber's license bond to the Des Moines Water Works.

Private Fire Protection System. Consists of a fire service connection to the Des Moines Water Works main and any or all of the following: standpipe(s), automatic sprinkler system(s), fire pump(s), or fire hydrant(s).

Private Water Main. Water pipe, which supplies water to a specific premise or premises, owned and maintained by people or organizations other than the Des Moines Water Works.

Process Service. A water supply line used for providing a consistent, high volume demand for water over a period of time for industrial or cooling purposes.

Service Line. All piping and appurtenances installed from the water main to the outlet connection of the first shut-off device within a building.

Service Main. A privately owned and maintained water service to a single property, which provides fire and domestic service connections with the individual valves located in implied public access way.

Street, Road, or Alley. The whole area within the right-of-way limits.

Tap. The physical connection to a water main through which the water supply is carried.

Townhome. A multi-family living unit with individual owners for each unit. The owner of the living unit normally owns the property that each unit sets upon.

Transmission Main. Large diameter water pipe, usually 16” or larger in diameter, which delivers water from treatment plants or pumping stations to the Distribution Mains. Transmission Mains cannot be tapped directly for water service without special permission from Des Moines Water Works.

| Water Service. [The provision of municipal water supply to a property, or](#) ~~A~~ all piping and appurtenances installed from the water main to the outlet connection of the first shut-off device within a building. [as context requires-](#)

| (The) Des Moines Water Works. The Des Moines Water Works is the utility which is governed by, and officially titled as the Board of Water Works Trustees of the City of Des Moines, Iowa.

- 514 SUPPLEMENTAL REQUIREMENTS FOR THE FORMER SOUTHEAST
POLK RURAL DISTRICT (eliminated and incorporated into existing sections,
January 2019)

515 WATER SHORTAGE PLAN

515.1 INTRODUCTION

This plan will apply to all direct retail customers of Des Moines Water Works. Municipal water systems and rural water systems that purchase water for resale are not subject to this plan, however, it is anticipated that all such municipal and rural systems will implement parallel water shortage plans which will result in reductions in demand similar to those described in this plan.

The intent of Des Moines Water Works' Water Shortage Plan is to manage system demand so customers do not experience pressure, quality, or availability issues during periods of extreme water demand or during other times when water availability may be limited due to other events, such as raw water shortage, water quality events, or mechanical failures.

The goal at each stage in the plan is to reduce system demands to 85% or less of the "Current Capacity" to produce safe drinking water, as defined in this plan.

Nominal capacity of the Des Moines Water Works system is 100 MGD. Winter demand in a typical year averages approximately 40 MGD as shown in Figure A. Seasonal outdoor water use including moderate irrigation, increases demand to an average of approximately 60 MGD during the summer months as shown in Figure A. The majority of demand above 60 MGD is attributed to be irrigation. Heavy irrigation causes spikes in demand which can reach more than 95 MGD.

Based on historic consumption patterns, irrigation, primarily turf irrigation, accounts for as much as 40 MGD of demand during heavy irrigation periods. Thus, a 25% reduction in irrigation should result in a 10 MGD reduction in total demand to approximately 85 MGD, a reduction of more than 10% compared to peak demand otherwise expected. This is the premise of Stage I. Stage I may be skipped if a water shortage occurs during a time of year when irrigation demand is not significant.

Based on historic consumption patterns, total outdoor water use accounts for as much as 50 MGD of demand during heavy irrigation events. Thus, a 50% reduction in outdoor water use should result in a 25 MGD reduction in total demand to 70 MGD, a reduction of more than 25% compared to peak demand otherwise expected. This is the premise of Stage II. Stage II may be skipped if a water shortage occurs during a time of year when outdoor water use is not significant.

Based on the foregoing analysis, that irrigation accounts for as much as 40 MGD of the demand during heavy irrigation periods, and understanding that the vast majority of this is turf irrigation, prohibiting turf irrigation should result in a 40 MGD reduction in total demand to approximately 55 MGD, a reduction of more than 40% compared to peak demand otherwise expected. This is the premise of Stage III. Stage III may be skipped if a water shortage occurs during a time of year when irrigation demand is not significant.

Limiting consumption to a representative average of off peak months, plus or minus a small allowance, will result in a demand of approximately 40 MGD, a reduction of nearly 60% compared to peak consumption. This is the premise of Stage IV.

The stages of this plan are not necessarily consecutive. When a water shortage occurs the stage deemed most appropriate for the conditions will be implemented.

515.2 CURRENT CAPACITY TO PRODUCE SAFE DRINKING WATER AND EXPECTED PEAK DEMAND

515.2.1 CURRENT CAPACITY

The current capacity to produce safe drinking water on any day is referred to “Current Capacity” or C_{Total} . Current Capacity is defined as the amount of water Des Moines Water Works can produce and deliver on any day taking into consideration raw water availability and quality, seasonal treatment efficacy, and any mechanical or operational issues on that given day. The number will vary seasonally and may vary day to day depending on specific water quality and operational conditions. Current Capacity is computed as the sum of the daily capacities of the individual Des Moines Water Works treatment plants and may be expressed in the following formula:

$$C_{Total} = C_{Fleur} + C_{McMullen} + C_{Saylorville}$$

Current Capacity will be evaluated on a daily basis when there is potential for a water shortage. Des Moines Water Works Water Production staff will perform the daily evaluation and report the Current Capacity in Million Gallons per Day.

515.2.2 EXPECTED PEAK DEMAND

“Expected Peak Demand” is defined as the peak daily demand that is expected by the Des Moines Water Works without implementation of water shortage measures under this plan.

515.3 STAGE I: VOLUNTARY 25% REDUCTION IN TURF IRRIGATION

515.3.1 TRIGGER

During a period of substantial irrigation demand, when Expected Peak Demand reaches 90% of Current Capacity or system demand is generating a high number of areas with low pressure, or there are other indications that without wise usage of water, a shortage could occur.

515.3.2 ANTICIPATED IMPACT

It is anticipated that Stage I will most likely be triggered during peak irrigation season. In a typical year irrigation can account for as much as 40 MGD of demand on a peak day. If this is the case, a 25% reduction in irrigation will result in a 10 MGD reduction in total demand. At peak demand 10 MGD would be more than a 10% reduction.

515.3.3 GOAL

A 10% reduction in system demands as compared to Expected Peak Demand.

515.3.4 ACTION [\(Revised January 2021\)](#)

515.3.4.1 Request a **metro wide** 25% reduction in lawn irrigation.

515.3.4.2 Encourage customers to optimize their irrigation systems so water is not directed onto impervious surfaces and turf is not overwatered.

- 515.3.4.3 Recommend customers irrigate on alternate days and excluding Mondays (historically a peak demand day), by a system under which even numbered addresses water only on even days of the month, and odd-numbered addresses water only on odd-numbered days of the month.
- 515.3.4.4 Suspend Des Moines Water Works' hydrant flushing program except for water quality purposes.
- 515.3.4.5 Request that City officials minimize high water use activities such as street sweeping and watering golf course fairways.
- 515.3.4.6 Coordinate with wholesale customers to ensure they are relaying the same message.

515.3.5 ENFORCEMENT

There will be no enforcement at this stage.

515.4 STAGE II: VOLUNTARY 50% REDUCTION IN OUTDOOR WATER USE (INCLUDING TURF IRRIGATION)

515.4.1 TRIGGER

During a period of substantial irrigation demand, after Stage I has been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or system demand continues to generate areas of low pressure, or there are other indications that without further reductions in demand, a shortage could occur.

515.4.2 ANTICIPATED IMPACT

It is anticipated that Stage II will most likely be triggered during the peak outdoor water use season. In a typical year outdoor water use can account for as much as 50 MGD of demand on a peak day. If this is the case, a 50% reduction in outdoor water use will result in a 25 MGD reduction in total demand. At peak demand 25 MGD would be more than a 25% reduction.

515.4.3 GOAL

A 25% reduction in system demands as compared to Expected Peak Demand.

515.4.4 ACTION [\(Revised January 2021\)](#)

515.4.4.1 Request customers further reduce water consumption by taking the following measures in addition to those implemented in Stage I:

515.4.4.1.1 Request a **metro wide** 50% reduction in outdoor water use.

515.4.4.1.2 Remind customers to optimize their irrigation systems so water is not directed onto impervious surfaces and turf is not overwatered.

515.4.4.1.3 Reinforce the recommendation for customers to irrigate on alternate days [and excluding Mondays](#).

515.4.4.1.4 Encourage wise use of water during outdoor activities including washing cars, playing in the sprinkler, playing with water toys, and filling swimming pools.

515.4.4.1.5 Encourage wise use of water indoors including identifying and repairing leaking fixtures, washing only full loads in dishwashers and washing machines, shorter showers, etc.

515.4.4.2 Coordinate with wholesale customers to ensure they are relaying the same message.

515.4.4.3 Request that public agencies (City, County, or State) set an example by:

515.4.4.3.1 Closing recreational facilities
with known water inefficiencies.

515.4.4.3.2 Suspend the operation of
decorative fountains.

515.4.5 ENFORCEMENT

There will be no enforcement at this stage.

515.5 STAGE III: TURF IRRIGATION PROHIBITED AND NO USE OF
AUTOMATIC IRRIGATION SYSTEMS

515.5.1 TRIGGER

During a period of substantial irrigation demand, after Stage I and Stage II have been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or system demand continues to generate areas of low pressure, or there are other indications that without further reductions in demand, a shortage could occur.

515.5.2 ANTICIPATED IMPACT

It is anticipated that Stage III will most likely be triggered during peak irrigation season. In a typical year irrigation, primarily turf irrigation, can account for as much as 40 MGD of demand on a peak day. If this is the case, prohibiting irrigation will result in a 40 MGD reduction in total demand. At peak demand 40 MGD would be almost a 40% reduction.

515.5.3 GOAL

A 40% reduction in system demands as compared to Expected Peak Demand.

515.5.4 ACTION

Require customers to further reduce water consumption by suspending **all** turf irrigation and the use of **all** automatic irrigation systems. This reduction is in addition to all steps implemented in Stage I and Stage II.

515.5.5 ENFORCEMENT

Customers observed by DMWW irrigating in violation of this policy will be notified by a tag left at the property. If irrigation is not suspended within 48 hours, water service will be terminated and the published termination fee will apply. Water service will be restored only upon receipt, by the Des Moines Water Works, of an undertaking by the customer that the customer understands and will comply with the mandatory conservation measures. Any subsequent violation will result in further termination of service. In addition the use of water for irrigation in violation of this plan shall be deemed an unauthorized use of water and Section 511.12 “Charges for the Unauthorized Use of Water/Metering Tampering”, of these Rules and Regulations shall apply and must be paid before water service will be restored.

515.6 STAGE IV: WATER RATIONING

515.6.1 TRIGGER

During periods of substantial irrigation demand, after Stage I, Stage II, and Stage III have been implemented and failed to achieve an adequate reduction in consumption, when Expected Peak Demand exceeds 90% of Current Capacity, or system demand is generating a high number of areas with low pressure, or there are other indications that without wise usage of water, a shortage could occur.

Stage IV may also be invoked, without resort to Stages I through III, if Expected Peak Demand exceeds 90% of Current Capacity for any reason that cannot be addressed by the measures contemplated by Stages I through III.

515.6.2 ANTICIPATED IMPACT

It is anticipated that Stage IV will only be triggered in the event of a significant and severe water shortage, or other event, which severely reduces capacity relative to demand. In this case a reduction in demand to the lowest level which will meet public health and safety standards will be sought.

515.6.3 GOAL

A reduction in system demands as compared to Expected Peak Demand sufficient to allow the Des Moines Water Works to meet public health and safety standards

515.6.4 ACTION

Water rationing measures will be implemented and enforced by application of an Emergency Water Shortage Rate. In order to implement such rate the Des Moines Water Works shall set a target level for demand consistent with its Current Capacity and shall use such target to establish a “Rationing Factor” as defined in this Plan. All customers will be asked to reduce their consumption to a level at or below a “Stage IV Monthly Water Ration”, and consumption above such level will be charged at the Emergency Water Shortage Rate intended to strongly discourage consumption above such level.

515.6.5 ENFORCEMENT

“Stage IV Monthly Water Ration” means for each customer the Typical Off-Peak Consumption of such customer multiplied by an announced Rationing Factor. “Typical Off-Peak Consumption” shall be computed as of the date that Stage IV is invoked as the mean monthly consumption of the customer for the immediately preceding months of March, April, and May. The Rationing Factor shall be a percentage, which may be above or below 100%, as announced by the Des Moines Water Works and designed to effectively reduce consumption to the level as required by the prevailing circumstances.

While Stage IV is in effect all water used beyond the Stage IV Monthly Water Ration for each customer will be billed at the “Emergency Water Shortage Rate”. The Emergency Water Shortage Rate shall be four times the rate otherwise applicable to such customer. Customers may appeal the Typical Off-Peak Consumption level determined for the customer as the basis for the customer’s bill as inaccurate or inequitable under the circumstances applicable to the customer. Appeals must be submitted in writing and will be considered on a case-by-case basis as provided under these Rules and Regulations.

516 PUBLIC RECORDS

516.1 POLICY

It is the policy of the Board of Trustees that the Des Moines Water Works shall comply fully with the open records requirements of applicable law. Public records of, or belonging to the Water Works are available for public examination and reproduction as of right, except those records that are exempt from disclosure by law.

516.2 DEFINITION OF PUBLIC RECORDS

The term “public record” is defined in Section 22.1(3) Code of Iowa.

516.3 EXEMPT RECORDS

Exempt Records are those records required or permitted by law to be kept confidential, including records defined as confidential or exempt in Section 22.7, Code of Iowa, Section 388.9, Code of Iowa, Section 388.9A, Code of Iowa, and Section 622.10, Code of Iowa. Records which include information, such as health information, required by federal law to be kept confidential shall be deemed Exempt Records. Security matters as set out in Rule 618.2 are Exempt Records. Attorney client communications and attorney work product are confidential Exempt Records.

516.4 EXEMPTION AND WAIVER OF EXEMPTION

Exempt Records are not generally available for examination or copying by the public. Water Works may, in its discretion, make Exempt Records available when such disclosure is not prohibited by law and disclosure is deemed in the best interests of Water Works.

516.5 COPYRIGHT

Except as permitted by law, materials subject to third party copyright, and which Water Works does not have the rights to copy, may be examined, but shall not be copied unless the requesting party secures and provides permission to copy to Water Works, provided by the holder of the copyright.

516.6 REQUESTS FOR EXAMINATION OF RECORDS

Any person may make a request to examine or copy a public record. A request may be made in writing, orally in person, by telephone, or by electronic means. Requests for public records should be directed to the Chair, the CEO and General Manager, or the Director of Customer Service. Any request received by any other staff member shall be referred to the Director of Customer Service, and the request shall be deemed made upon receipt of the Director of Customer Service. To assure a consistent application of fees, and to document responses provided, the Director of Customer Service is the person designated by the Water Works to respond to all requests. If public records that are requested are available online, the requesting party may be advised of such availability and requested to obtain access by such means. Authority to make decisions as to the proper response to a request is delegated to the Director of Customer Service. If the Director of Customer Service is uncertain if a records request seeks records that are exempt from disclosure, a written opinion of counsel to the Water Works may be obtained, and records may be withheld from examination and copying in accordance with such opinion. The Director of Customer Service, or counsel to the Water Works are also authorized to request informal advice or a formal opinion from the Iowa Public Records Board with respect to any issue arising from a public records request.

516.7 COSTS

All expenses of the examination and copying shall be paid by the person desiring to examine or copy a public record. The Water Works may charge a reasonable fee for the services of a Water Works employee to supervise the examination and copying of the records. The Water Works will communicate an estimate of the costs to the requester following the receipt of the request. Except when the request identifies a specific record to be examined, the estimate of costs may include the cost for employee time to locate or identify records which are responsive to the request. The estimate of costs may include attorney fees if the request will require that the records be reviewed by an attorney to determine portions of the records which are confidential attorney work product or are otherwise privileged records.

516.8 PREPAYMENT OF COSTS

When the estimated costs to fulfill a request to examine or copy a public record will exceed \$50.00, fulfillment of the request may be contingent on the Water Works receiving prepayment in advance of the expenses to be incurred in fulfilling the request.

516.9 EXAMINATION OF RECORDS

Public records are available for public examination during office hours at the main office of the Des Moines Water Works at 2201 George Flagg Parkway, Des Moines, Iowa 50321, or at such other location in Des Moines, Iowa, as the Director of Customer Service shall specify. Examination includes, but is not limited to, the right of an examining party to make copies on site by means which do not require unreasonable accommodation by the Water Works. Examination of records shall be done under the supervision of a Water Works employee, at the cost of the requesting party.

516.10 TIMING

Requests to examine and copy public records will be granted or denied within twenty days of the request, and ordinarily within ten business days of the request. If the request is to be fulfilled by providing copies, such copies should be provided within twenty days of the request, and ordinarily within ten business days of the request.

516.11 COPIES OF RECORDS

Paper copies of public records will be made available during office hours upon request. A Water Works employee shall perform any copying using Water Works copying facilities or copying services of an outside vendor will be engaged in the discretion of the Director of Customer Service. The cost of paper copies will be actual costs incurred. If an outside copy vendor is utilized such cost shall be the amount paid to the vendor, without markup for overhead. If the Des Moines Water Works makes the copies using its own facilities the cost shall be deemed to be \$1.00 for the first page and \$0.25 per page thereafter, unless special circumstances indicate a different actual cost.

516.12 ELECTRONIC RECORDS AND COPIES

Public records maintained in electronic format may be provided in an electronic format useable with commonly available data processing or database management software. Copies of other public records may also be provided in electronic form. The amount charged for access to electronically maintained public records, and for copies provided in electronic form shall be the costs required for electronic search and retrieval of the information and direct publication or reproduction costs, including but not limited to editing, compilation, and media production costs incurred by the Water Works for transfer to the requestor.

516.13 INCIDENTAL COPIES

Staff of the Water Works may provide copies of public records to any person, including a customer, without charge in their discretion when incidental to the conduct of business.

516.14 COURTESY COPIES

To the extent public records are not available online, copies of requested public records may be provided without charge to accredited representatives of news organizations and to bona fide interest groups, non-profit entities and government agencies having an interest in the matters set forth in the public records. The Director of Customer Service shall have the right to limit the number of courtesy copies provided without charge to any recipient if providing requested copies without charge would impose an undue financial burden on the Water Works.



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. III-F
Meeting Date: October 27, 2020
Chairperson's Signature ☒ Yes ☐ No

AGENDA ITEM FORM

SUBJECT: Amendment to HomeServe Agreement

SUMMARY:

In Des Moines and areas served by DMWW, customers own the water service line and are responsible for the maintenance and repair of their line. Des Moines Water Works (DMWW) has collaborated with HomeServe USA to provide optional coverage for water service line protection. A Program Agreement was initially signed with HomeServe USA in 2012 to provide optional water service line protection to DMWW customers. This agreement was for a 3-year term, with the possibility of two 1-year extensions. DMWW extended the contract both years. In November 2016, DMWW and HomeServe signed a First Amendment to the program agreement. This amendment contained the following:

- Extended the agreement to December 31, 2020
- Added coverage for frozen service lines
- Increased the premium paid by customers by \$0.50 every two years, ending with a monthly premium of \$5.99 effective October 1, 2020.

The current renewal term expires 12/31/2020, followed by successive one-year terms unless either party provides 90 days notice of non-renewal. HomeServe has proposed an amendment as follows:

- Upcoming renewal period extended five years, from 1/1/2021 through 12/31/2025
- The five-year period will include two price modifications:
 - 2022: \$6.49/month
 - 2024: \$6.99/month
- HomeServe will make an annual contribution of \$15k to DMWW's Project H2O to assist low-income households with the payment of their water bills.
- Remaining terms of the Agreement will remain in place.

Staff and customers alike have been pleased with the HomeServe program. The Amendment has been reviewed by Legal Counsel and was presented to the Planning Committee at the October 6, 2020 meeting.

FISCAL IMPACT:

DMWW receives billing service reimbursement of 5% of the monthly premium. In 2019, the billing service reimbursement totaled approximately \$120,000.

RECOMMENDED ACTION:

Recommend the Board approve and authorize the CEO and General Manager to execute the Second Amendment to Program Agreement with HomeServe USA.

BOARD REQUIRED ACTION:

Motion authorizing the CEO and General Manager to execute the Second Amendment to Program Agreement with HomeServe USA.

 Amy Kahler (date) Director of Customer Service/Mktg	 Ted Corrigan, P.E. (date) CEO and General Manager
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Attachment: Second Amendment to Program Agreement with HomeServe USA

SECOND AMENDMENT TO PROGRAM AGREEMENT

This Second Amendment to Program Agreement ("Agreement") is made by and between **HomeServe USA Corp.**, a Pennsylvania corporation ("HomeServe") and the **Board of Water Works Trustees of the City of Des Moines Iowa**, a municipal utility organized and existing under Chapter 388, Code of Iowa ("DMWW"). HomeServe and DMWW are referred to collectively as the "Parties" and individually as a "Party".

Recitals:

- A. DMWW provides residential water service to consumers in the City of Des Moines, Iowa, and certain surrounding areas.
- B. HomeServe offers "residential service contracts", as defined in Chapter 523C, Code of Iowa ("Ch. 523C") to consumers for the repair or replacement of consumer residential exterior water service lines ("Water Line Service Contracts").
- C. DMWW and HomeServe are parties to a Program Agreement dated December 19, 2012, as amended by First Amendment to Program Agreement date as of December 16, 2016, (the "Amended Program Agreement") under which Water Line Service Contracts are offered to all eligible retail consumers served by DMWW.
- D. The Parties desire to further extend and amend the Amended Program Agreement as provided by this Second Amendment.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED IN THIS AGREEMENT, THE PARTIES AGREE AS FOLLOWS:

1. **Amended Terms of Amended Program Agreement.** The Amended Program Agreement is hereby further amended in the following respects and particulars:
 - (a) **Extension of Term.** The term of the Amended Program Agreement is hereby further extended to January 1, 2026, and shall automatically renew thereafter for successive one-year renewal terms unless either Party provides the other with notice of non-renewal not less than 90 days prior to each renewal date. Except as so extended the term and termination provisions of Section 15 of the Amended Program Agreement shall continue to apply.
 - (b) **Extension of Pricing Structure.** Section 3 of the Amended Program Agreement which is labeled as "Pricing Structure" is hereby modified to further extend the pricing structure by adding the following at the end of the section:
 - October 1, 2022: \$6.49 per month
 - October 1, 2024: \$6.99 per month.
 - (c) **Addition of Pro Bono Contribution.** Section 2 of the Amended Program Agreement is hereby modified by adding in a new Section 2.8, that provides as follows:
 - "2.8 HomeServe will pay an annual contribution of \$15,000 to Project H2O (Help 2 Others), the voluntary program established by DMWW to assist low income households with the payment of their water bills."
2. **Effective Date.** The effective date of this Second Amendment shall be _____ ("Effective Date").

3. **Agreement to Remain in Full Force.** Except as expressly amended hereby, all terms and conditions of the Amended Program Agreement shall remain in full force and effect, but in the event of any inconsistencies between this Second Amendment and the terms of the Amended Program Agreement, the terms set forth in this Second Amendment shall govern and control.
4. **Counterparts.** This Second Amendment shall be executed in two or more counterparts, each of which shall be deemed an original.
5. **Receipt of Copy.** Each of the Parties to this Second Amendment acknowledges receipt of a fully executed copy of this Second Amendment.

IN WITNESS WHEREOF, the Parties enter into this Second Amendment to Program Agreement as of the Effective Date as a binding agreement.

***Des Moines Water Works
2201 George Flagg Parkway
Des Moines, IA 50321***

HOMESERVE USA CORP.

By:

**Ted Corrigan
Name/Title: CEO & General
Manager**

By:

Name/Title:

AGENDA ITEM FORM

SUBJECT: MidAmerican Energy Company Easement at the Fleur Drive Water Treatment Plant

SUMMARY:

- Integral to the Des Moines Water Works' (DMWW's) Fleur Drive Water Treatment Plant (FDWTP) is an electrical substation. The core function of the substation is to properly switch the inbound 69,000 volt transmission supply from MidAmerican Energy Company (MEC) and then transform that supply to 4,160 volt for distribution and further transformation within the FDWTP.
- In April of 2020, the DMWW Board authorized the CEO and General Manager to execute a MEC proposal that called for MEC to contract and proceed with the refurbishment of numerous substation facilities and then transfer ownership of 69,000 volt circuit breakers and switches and associated facilities from DMWW to MEC. As mentioned in April, DMWW welcomes the transfer of ownership as ongoing maintenance of switches and circuit breaker is clearly best handled by MEC.
- Additional authorization was provided to set and give notice of public hearing should easement expansions be needed. DMWW and MEC staff have conferred and an easement expansion has been determined to be in the best interest of both MEC and DMWW. Expanding the easement width from near 50' to near 100' provides for safer MEC maintenance and operation for 69,000 volt and 161,000 volt systems that traverse DMWW property on the north side of the Operations Center.
- The wider easement does not negatively impact DMWW operations.
- Water Works staff and legal counsel have worked with MEC to develop an Electric Transmission Line and Substation Easement on Water Works property. Terms and conditions of the easement are being finalized with MEC.
- Staff recommends that the Board authorize the Chairperson and CEO and General Manager to execute the document granting the easement to MidAmerican Energy Company.

FISCAL IMPACT:


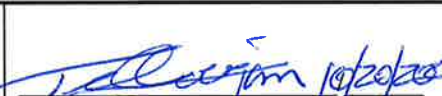
No fiscal impact associated with this item.

RECOMMENDED ACTION:

Authorize the Chairperson and CEO and General Manager to execute the document granting an easement to MidAmerican Energy Company.

BOARD REQUIRED ACTION:

- Public Hearing – Opened by Chairperson for comments from the public regarding the granting of an easement to MidAmerican Energy Company across Water Works' real estate. Chairperson closes hearing.
- Authorize the Chairperson and CEO and General Manager to execute the document granting an easement to MidAmerican Energy Company.

	 Michael J. McCurnin, P.E. (date) 10/21/20 Director of Engineering Services	 Ted Corrigan, P.E. (date) 10/29/2020 CEO and General Manager
--	--	--

Attachments: Easement Exhibit A

Prepared by and return to: Jamie Baker 515-242-3980 MIDAMERICAN ENERGY ATTN: RIGHT-OF-WAY SERVICES PO BOX 657 DES MOINES, IA 50306-0657
--

**MIDAMERICAN ENERGY COMPANY
ELECTRIC TRANSMISSION LINE AND SUBSTATION EASEMENT**

Folder No. _____	State of <u>Iowa</u>	
Work Req. No. _____	County of <u>Polk</u>	
Project No. _____	Section <u>7 & 8</u>	
	Township <u>78</u>	North
	Range <u>24</u>	West of the 5 th P.M.

1. For and in consideration of the sum of One and no/100 Dollar (\$1.00), and other valuable consideration, in hand paid by MIDAMERICAN ENERGY COMPANY, an Iowa corporation, receipt of which is hereby acknowledged, the undersigned owner(s) **Board of Water Works Trustees of the City of Des Moines, Iowa**, by and on behalf of itself and the City of Des Moines, Iowa and their successors and assigns ("Grantor"), does hereby grant to MIDAMERICAN ENERGY COMPANY, its successors and assigns ("Grantee"), a perpetual, non-exclusive easement to construct, reconstruct, operate, maintain, replace or remove high-voltage switches; transformers; buildings or sheds; voltage control correction devices such as capacitors, reactors or compensating equipment; circuit breakers; batteries; and electric supply line(s) for the transmission and distribution of electric energy and for communication and electrical controls related to Grantee's operations, including other reasonably necessary poles, towers, wires, guys, guy stubs, anchors, ground rods, and further including other reasonably necessary equipment incident thereto (collectively "Facilities") upon, over, along, and across certain property described below (the "Easement Area"), together with the right to survey the property and the right of unobstructed ingress and egress to and from the Easement Area over, under, along and across the property (including without limitation any roads on the property) on a 24 hour/7 day a week basis and all the rights and privileges incident and necessary to the enjoyment of this easement, including the right to trim, cut down and remove such trees, brush, saplings and bushes as may interfere with the proper construction, maintenance, operation or removal of said Facilities, upon, over, along, across adjacent to and overhanging the Easement Area. Grantee shall have the right to erect, maintain repair, alter, move and remove a fence around any portions of the Facilities that comprise an electric substation (the "Substation Area") and that cover a portion of the Easement Area along with grounding mats, foundations and a rock base and Grantee shall have exclusive rights within such Substation Area.

DESCRIPTION OF PROPERTY AND EASEMENT AREA:

See Exhibit "A" attached hereto and made a part hereof. As used herein, "Easement Area" includes all that property described in Exhibit A as the Electric Line Easement and all that property described in Exhibit A as the Substation Easement, and "Substation Area" includes only that property described in Exhibit A as the Substation Easement.

2. In addition to the rights granted in paragraph 1 above, Grantee shall have the right, to be exercised upon reasonable notice to Grantor, and with due care to avoid damage to the above and underground water utility properties and systems of Grantor, to survey the property; to conduct engineering and associated investigations including, but not limited to, core boring and soil testing; to cut down, trim, spray or remove any trees or other vegetation growing in or adjacent to the Easement Area which, in the judgment of Grantee, may interfere with or endanger said Facilities (including, but not limited to, the right to cut down or trim any dead, weak, leaning or dangerous trees that are located outside the Easement Area that pose a current or future risk to fall or strike the wires or any other part of the Facilities); and to install access gates to the Easement Area in the fences on the property of Grantor.

3. Subject to the rights of the Grantee granted herein, Grantor shall have the right to use and occupy the land for its own purposes and operations. No brush or other flammable materials shall be deposited, or accumulated or burned within the Easement Area.

4. Grantor agrees that it will not construct or place any permanent or temporary above ground buildings, structures, including but not limited to, fences, trees, plants, or other objects on or above the Easement Area described herein, or make any changes in ground elevation without written permission from Grantee indicating that said construction or ground elevation changes will not result in inadequate or excessive ground cover, or otherwise interfere with the Grantee's rights to operate and maintain its Facilities, and that no act shall be performed which violates the clearance requirements of the National Electrical Safety Code and/or the rules of the state utility regulatory authority where the Facilities are located. The foregoing notwithstanding, Grantor reserves the full right to maintain, repair, use, and expand its underground water utility properties and systems within the Easement Area in a manner that does not impair the reasonable and safe use and enjoyment of the rights of Grantee hereunder. The parties shall reasonably cooperate to reconcile any conflicts of use under Section 3 and this Section 4 and to maintain the security and effectiveness of their respective facilities, systems, and properties within the Easement Area.

5. In consideration of such grant, Grantee agrees that it will, at its sole expense, repair physical damage to Grantor's facilities or other tangible property, real or personal, of the Grantor to the extent such damage is caused by Grantee's construction, reconstruction, maintenance, operation, replacement or removal of the Facilities (except for damage to property placed subsequent to the granting of this easement that Grantee determines interferes with the operation and maintenance of the Facilities). For any such repairs required to be made by Grantee hereunder, Grantee agrees to repair such damaged property to the approximate condition of such property existing immediately before being damaged, to the extent reasonably practicable. The cutting, trimming and/or removal of trees, branches, saplings, brush or other vegetation on or adjacent to the Easement Area as described in paragraph 2 is expected and not considered damage to the Grantor.

6. Grantor certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and is not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Grantor hereby agrees to defend, indemnify and hold harmless Grantee from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

7. Each of the provisions of this easement shall be enforceable independently of any other provision of this easement and independent of any other claim or cause of action. In the event of any matter or dispute arising out of or related to this easement, it is agreed between the parties that the law of the jurisdiction and location where this easement is recorded (including statute of limitation provisions) will govern the interpretation, validity and effect of this easement without regard to the place of execution or place of performance thereof, or any conflicts or law provisions. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS EASEMENT. EACH PARTY FURTHER WAIVES ANY

RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

8. Grantor represents that it is a municipal utility organized and existing under Chapter 388, Iowa Code.

9. Grantor warrants to Grantee that title to the property in fee simple is held by the City of Des Moines, Iowa for the use and benefit of Grantor and that Grantor has good and lawful authority to grant the rights provided in this easement pursuant to Section 388.4, Code of Iowa.

10. This easement is granted by Grantor to Grantee to replace the easement previously granted by Grantor to Grantee that was recorded in the real estate records of Polk County, Iowa on August 24, 1998, at Book 7990 at Pages 510-511 (the "Existing Easement"). The Existing Easement shall be terminated, extinguished, and replaced as of the date of the recording of this Easement.

Dated this _____ day of _____, 20____

Board of Water Works Trustees of the City of Des Moines, Iowa

By: _____

By: _____

Name Printed: Diane Munns

Its: Board Chair

Name Printed: Ted Corrigan

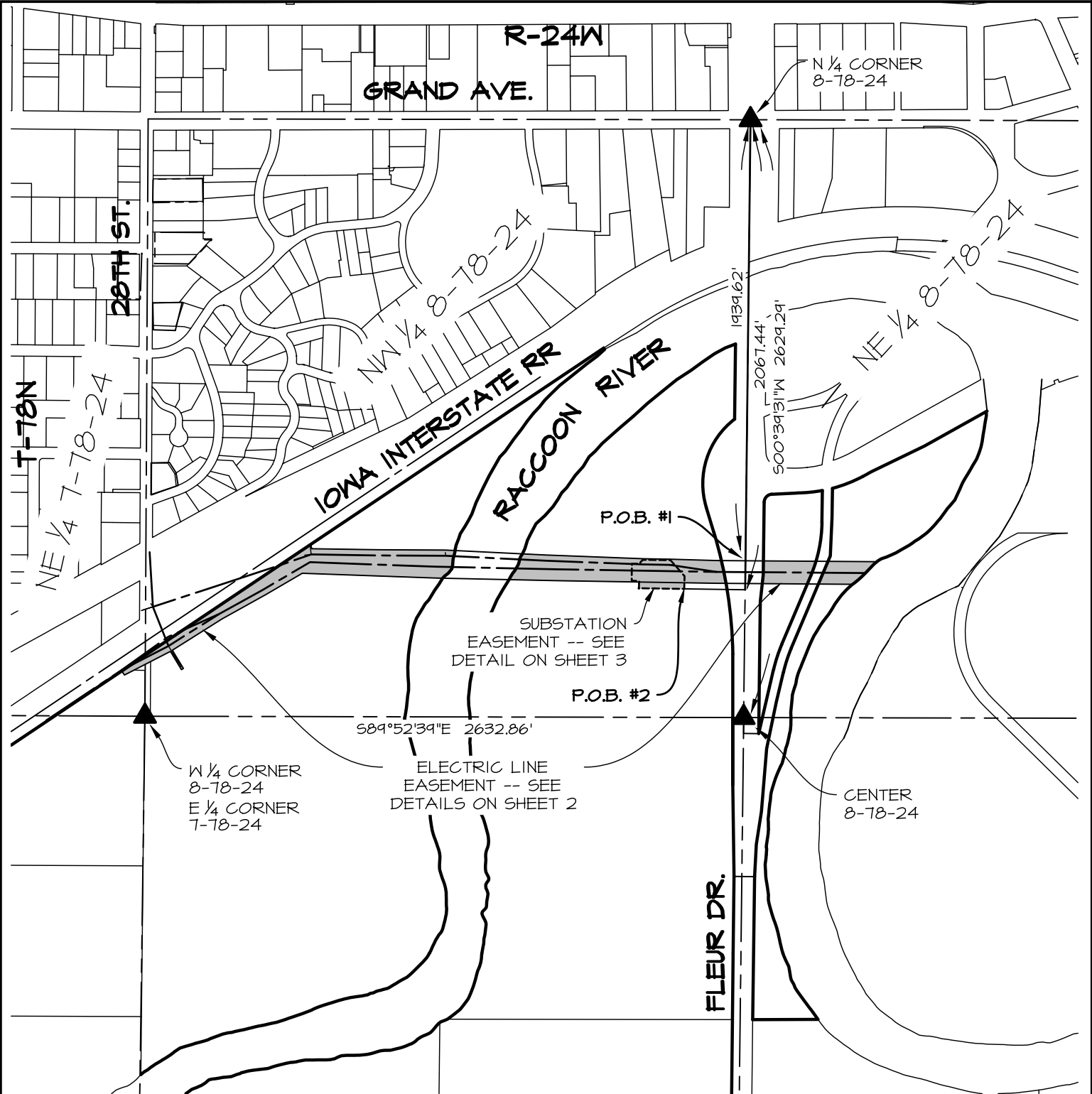
Its: CEO & General Manager and Board Secretary

ACKNOWLEDGMENT

STATE OF IOWA)
) ss
COUNTY OF IOWA)

On this _____ day of _____, 2020, before me, a Notary Public in and for the State of Iowa, personally appeared Diane Munns and Ted Corrigan, to me personally known, and, who being by me duly sworn, did say that they are the Board Chair and the CEO and General Manager and Board Secretary of the Board of Water Works Trustees of the City of Des Moines, Iowa, that no seal has been procured by the entity; that the instrument was signed on behalf of the entity by authority of its Board as contained in the resolution adopted by the Board, following a public hearing, on the _____ day of _____, 2020, and that Diane Munns 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 and for the State of Iowa



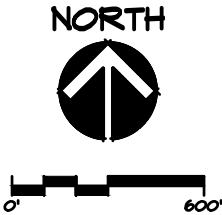
LEGEND

- PARCEL BOUNDARY LINE
- SECTION 1/4 SECTION LINE
- ELECTRIC LINE EASEMENT
- SUBSTATION EASEMENT
- FOUND SECTION CORNER
- P.O.B. POINT OF BEGINNING

OWNERS
BOARD OF WATER WORKS
TRUSTEES, CITY OF DES
MOINES

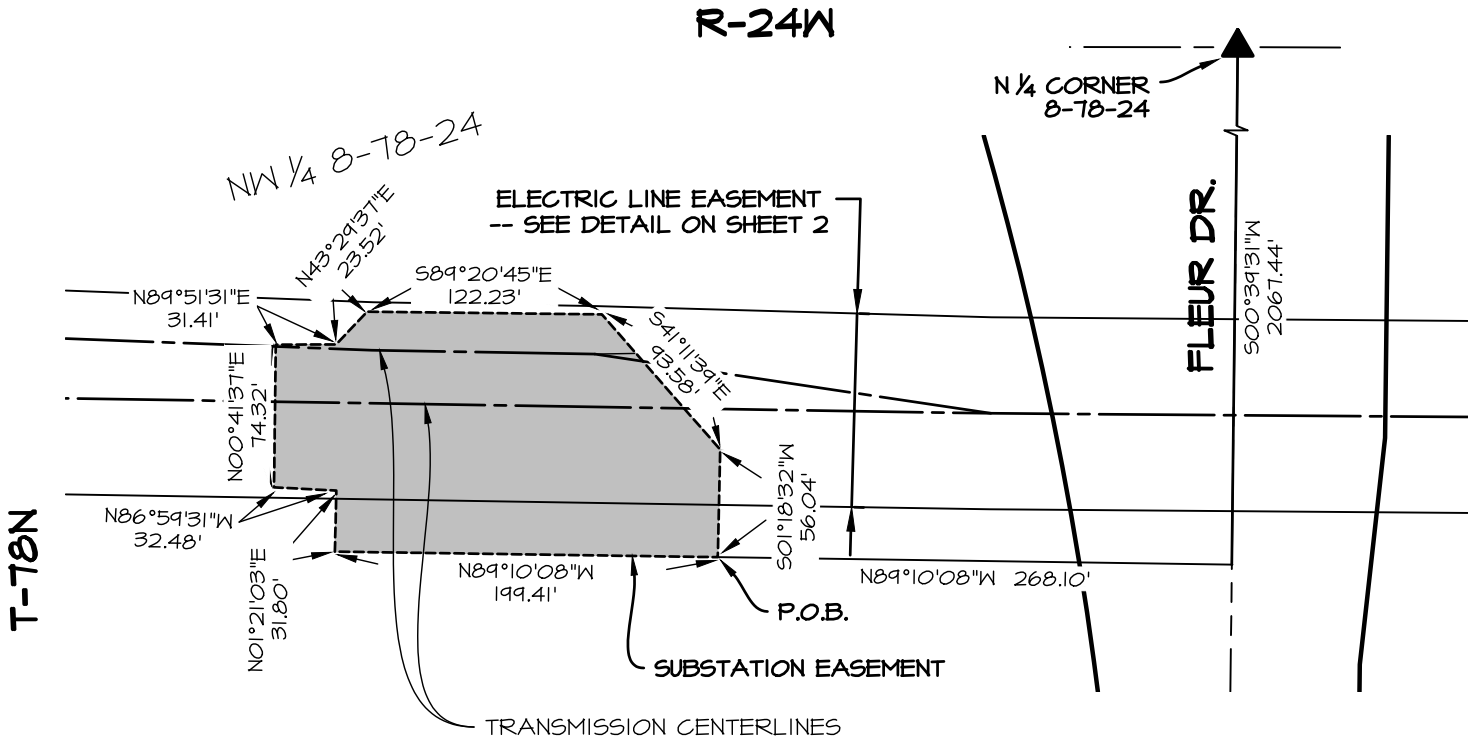
ELECTRIC LINE
EASEMENT AREA
6.13± ACRES

SUBSTATION
EASEMENT AREA
0.58± ACRES



EASEMENT DESCRIPTIONS
SEE SHEET 3 OF 3

MIDAMERICAN ENERGY COMPANY		
POLK COUNTY SECTIONS 7 & 8, T-78N, R-24W OVERALL PLAN		
DRAWN BY:	MMD	DATE: 08-31-20
CHECKED:	PJS	SCALE: 1" = 600'
APPROVED:		POLK-DMWN-001
EXHIBIT "A"		
SHEET 1 OF 3		



ELECTRIC LINE EASEMENT DESCRIPTION (EASEMENT AREA)

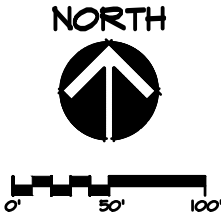
A PARCEL OF LAND IN THE NE 1/4 AND NW 1/4 OF SECTION 8 AND IN THE NE 1/4 OF SECTION 7, ALL IN TOWNSHIP 78 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS:

COMMENCING AS A POINT OF REFERENCE AT THE N 1/4 CORNER OF SAID SECTION 8; THENCE 500°39'31"W, 1939.62 FEET ALONG THE WEST LINE OF THE NE 1/4 OF SAID SECTION 8 TO THE POINT OF BEGINNING; THENCE S89°33'37"E, 578 FEET, MORE OR LESS, TO A POINT ON THE WEST BANK OF THE RACCOON RIVER; THENCE SOUTHWESTERLY ALONG SAID WEST BANK, 146 FEET, MORE OR LESS, TO A POINT; THENCE N89°33'37"W, 599 FEET, MORE OR LESS TO A POINT; THENCE N89°04'09"W, 702.52 FEET TO A POINT; THENCE N88°46'46"W, 530.80 FEET TO A POINT; THENCE N87°57'07"W, 588.75 FEET TO A POINT; THENCE S59°39'37"W, 185.07 FEET TO A POINT; THENCE S61°00'27"W, 220.28 FEET TO A POINT; THENCE S57°44'14"W, 258.87 FEET TO A POINT; THENCE S31°09'38"E, 93.48 FEET TO A POINT; THENCE S58°50'22"W, 10.00 FEET TO A POINT; THENCE N31°09'38"W, 93.67 FEET TO A POINT; THENCE S62°45'08"W, 227.27 FEET TO A POINT; THENCE N33°49'54"W, 21.40 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF THE IOWA INTERSTATE RAILROAD; THENCE N56°10'06"E, 1001.35 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE TO A POINT; THENCE S08°56'44"E, 19.82 FEET TO A POINT; THENCE S89°05'04"E, 297.82 FEET TO A POINT; THENCE S89°45'44"E, 292.83 FEET TO A POINT; THENCE S87°09'01"E, 437.04 FEET TO A POINT; THENCE S87°49'58"E, 432.65 FEET TO A POINT; THENCE S88°59'50"E, 115.94 FEET TO A POINT; THENCE S88°22'16"E, 206.23 FEET TO A POINT; THENCE S89°33'37"E, 126.94 FEET TO THE POINT OF BEGINNING; EXCEPT THAT PORTION THEREOF DEEDED FOR ROAD RIGHT-OF-WAY IN BOOK 12736, PAGE 582 OF THE POLK COUNTY RECORDER'S OFFICE; AND EXCEPT THAT PORTION THEREOF THAT LIES BETWEEN THE BANKS OF THE RACCOON RIVER. SAID EASEMENT CONTAINS 6.13 ACRES, MORE OR LESS.

SUBSTATION EASEMENT DESCRIPTION (EASEMENT AREA)

A PARCEL OF LAND IN THE NW 1/4 OF SECTION 8, TOWNSHIP 78 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF DES MOINES, POLK COUNTY, IOWA, MORE PARTICULARLY DESCRIBED AS:
COMMENCING AS A POINT OF REFERENCE AT THE N 1/4 CORNER OF SAID SECTION 8; THENCE 500°39'31"W, 2067.44 FEET ALONG THE EAST LINE OF THE NW 1/4 OF SAID SECTION 8 TO A POINT; THENCE N89°10'08"W, 268.10 FEET TO THE POINT OF BEGINNING; THENCE N89°10'08"W, 199.41 FEET TO A POINT; THENCE N01°21'03"E, 31.80 FEET TO A POINT; THENCE N86°59'31"W, 32.48 FEET TO A POINT; THENCE N00°41'37"E, 74.32 FEET TO A POINT; THENCE N89°51'31"E, 31.41 FEET TO A POINT; THENCE N43°29'37"E, 23.52 FEET TO A POINT; THENCE S89°20'45"E, 122.23 FEET TO A POINT; THENCE S41°11'39"E, 93.58 FEET TO A POINT; THENCE S01°18'32"W, 56.04 FEET TO THE POINT OF BEGINNING. SAID EASEMENT CONTAINS 0.58 ACRES, MORE OR LESS.

OWNERS
BOARD OF WATER WORKS
TRUSTEES, CITY OF DES
MOINES



MIDAMERICAN ENERGY COMPANY		
POLK COUNTY SECTIONS 7 & 8, T-78N, R-24W SUBSTATION EASEMENT & LEGAL DESCRIPTIONS		
DRAWN BY:	MMD	DATE: 08-31-20
CHECKED:	PJS	SCALE: 1" = 100'
APPROVED:	POLK-DMWN-001	
EXHIBIT "A"		
SHEET 3 OF 3		

AGENDA ITEM FORM

SUBJECT: Request Authorization for CEO and General Manager to Execute Change Order No. 3 for City of Des Moines' Ingersoll Avenue Streetscape from M.L. King Jr. Parkway to 24th Street (Phase 1) Project

SUMMARY:

- As part of the City of Des Moines' Ingersoll Avenue Streetscape from M.L. King Jr. Parkway to 24th Street (Phase 1) project, Des Moines Water Works installed approximately 1,290 feet of new 12-inch ductile iron water main to replace 1,260 feet of 8-inch 1918 cast iron water main.
- The project consisted of roadway improvements, sidewalk replacement, storm sewer improvements, and relocation of water main. The Board authorized reimbursement to the City of Des Moines at the March 2020 Board meeting.
- Construction for this project began in Spring 2020 with water main work being completed in Summer 2020.
- Based upon the unit price bid for the estimated quantities for this contract, the cost for the water main relocation portion of this City of Des Moines project is \$619,705.00. Jasper Construction Services, from Newton, IA, is the Contractor on the project. J&K Construction is the subcontractor installing water main for the project.
- Two small change orders were approved previously for this project.

Change Order No. 1 – Amount = \$350.00. Required to remove and replace existing brick pavers at the southwest corner of the intersection of Ingersoll and M.L. King Jr. Parkway to allow access to connect the city's irrigation line.

Change Order No. 2 – Amount = \$7,947.50. Required to establish a price for a 2-inch tap at Unity Point that was discovered during construction. There were no 2-inch taps in the original bid.

- Change Order No. 3 – Amount = \$99,509.50. Required because original plan was to abandon the 8-inch water main after the Phase 2 project from 24th Street to 28th Street that will be completed in 2021. No costs were included in Phase 1 for water main abandonment. During water service transfers in Phase 1, the existing 8-inch water main was damaged and as a result the 8-inch was capped near 24th Street. Abandonment of the existing 8-inch water main will benefit Phase 2 construction and will prevent the potential for leaks at abandoned water services beneath the street.

C.O. #	Description	Amount
3	Abandon existing 8-inch water main for Phase 1.	\$99,509.50

FISCAL IMPACT:

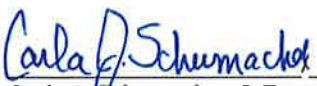
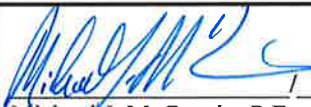
Funds for this project will come from the 2020 Des Moines Water Main Replacements Budget.

RECOMMENDED ACTION:

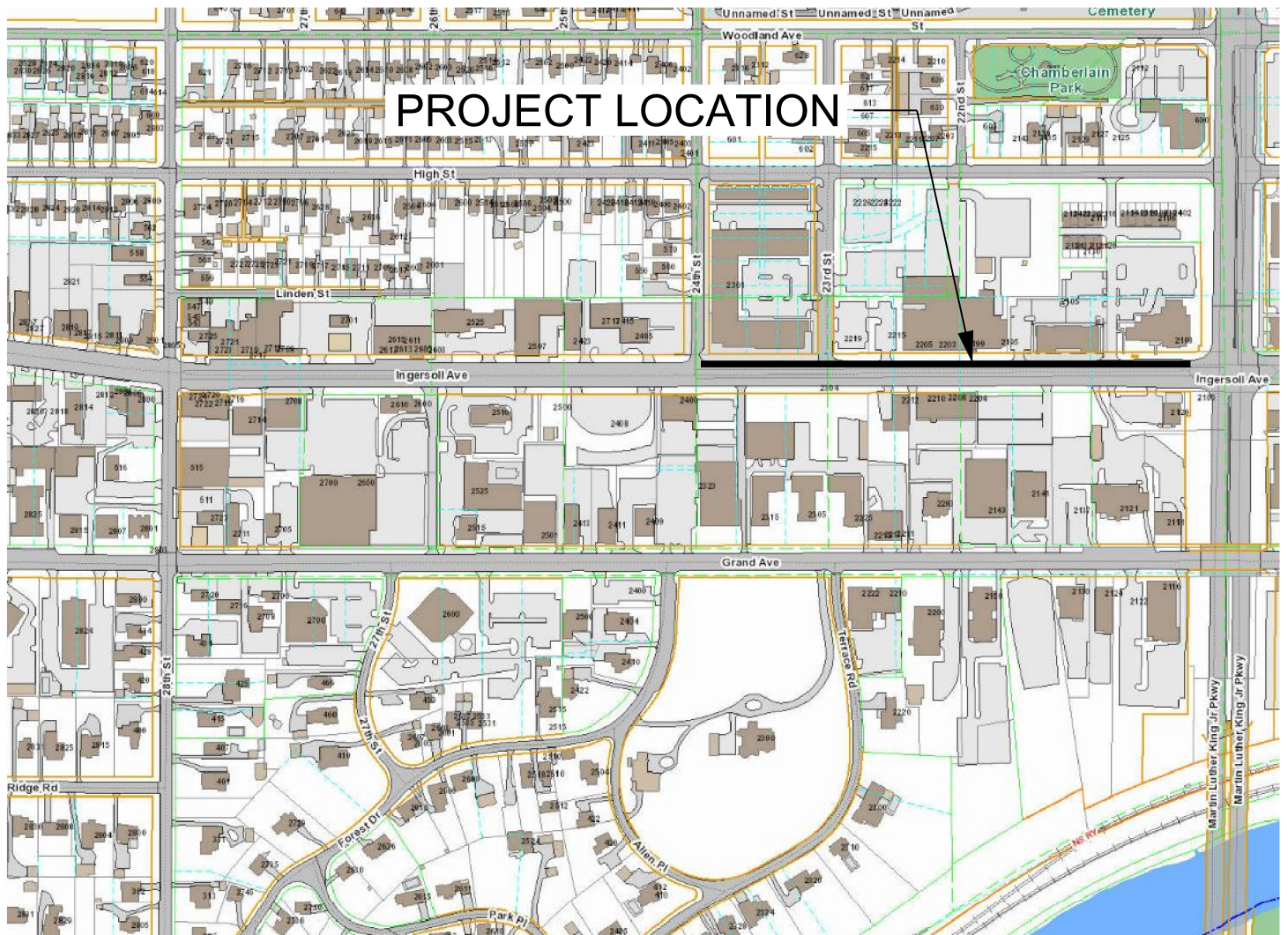
Authorize the CEO and General Manager to execute Change Order No. 3 to the Ingersoll Avenue Streetscape from M.L. King Jr. Parkway to 24th Street (Phase 1) project in the amount of \$99,509.50.

BOARD REQUIRED ACTION:

Motion to authorize the CEO and General Manager to execute Change Order No. 3 to the Ingersoll Avenue Streetscape from M.L. King Jr. Parkway to 24th Street (Phase 1) project in the amount of \$99,509.50.

 Carla J. Schumacher, P.E. (date) 10/21/20 Project Manager	 Michael J. McCurnin, P.E. (date) 10/21/20 Director of Engineering Services	_____ Ted Corrigan (date) CEO and General Manager
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Attachments: site map



PROJECT LOCATION

Des Moines
Water Works
 Water You Can Trust for Life
 ENGINEERING DEPARTMENT
 Des Moines, Iowa

INGERSOLL AVENUE STREETSCAPE
 FROM M.L. KING JR. PARKWAY TO 24TH
 STREET (PHASE 1)

AGENDA ITEM FORM

SUBJECT: Gallery Valve Chamber Structures Reconstruction

SUMMARY:

- In August 2020, the Board of Water Works Trustees authorized staff to solicit bids for the Gallery Valve Chamber Structures Reconstruction project. The Public Hearing was established as the date of the October 2020 Board meeting.
- Plans, specifications, and contract documents were taken out by several prospective bidders. Six (6) bids were submitted on October 16, 2020.

BIDDER	BASE BID	ADD ALTERNATE 1	ADD ALTERNATE 2
Synergy Contracting, L.L.C.	\$156,520	\$150,150	\$126,100
Nate Todd dba Nate Todd Construction	\$130,000	\$175,000	\$225,000
Henkel Construction Company	\$167,261	\$190,439	\$282,658
Minturn, Inc.	\$265,400	\$241,600	\$265,400
Graff Excavating, Inc.	\$247,000	\$283,000	\$254,000
WRH, Inc.	\$262,000	\$287,000	\$265,000

- A summary of the base work, the alternates, and the engineer's estimate for each is tabulated below:

Element of Work	Engineer's Estimate
Base Bid (VC #4, VC #5, and VC #7)	\$200,000
Alternate #1 (VC #10, VC #11, and VC #12)	\$150,000
Alternate #2 (VC #8 and VC #9)	\$100,000

- Synergy Contracting, L.L.C., has successfully completed other projects with Des Moines Water Works in the past.
- Staff recommends proceeding with base bid and both alternates and for the Board to award a contract to Synergy Contracting, L.L.C., in the amount of \$432,770, as the lowest responsive bidder.

FISCAL IMPACT:

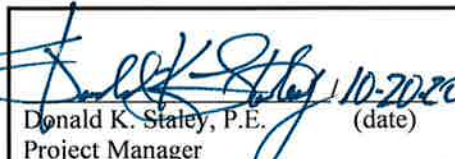
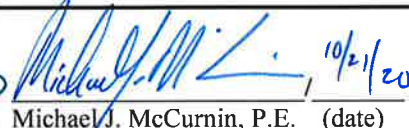
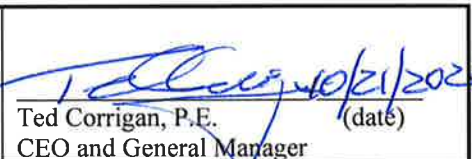
Funds for this project will come from the 2020 Fleur Drive Treatment Plant Capital Budget.

RECOMMENDED ACTION:

Staff recommends the Board award the Gallery Valve Chamber Structures Reconstruction Contract to Synergy Contracting, L.L.C., in the amount of \$432,770, and authorize the Chairperson and CEO and General Manager to execute the contract.

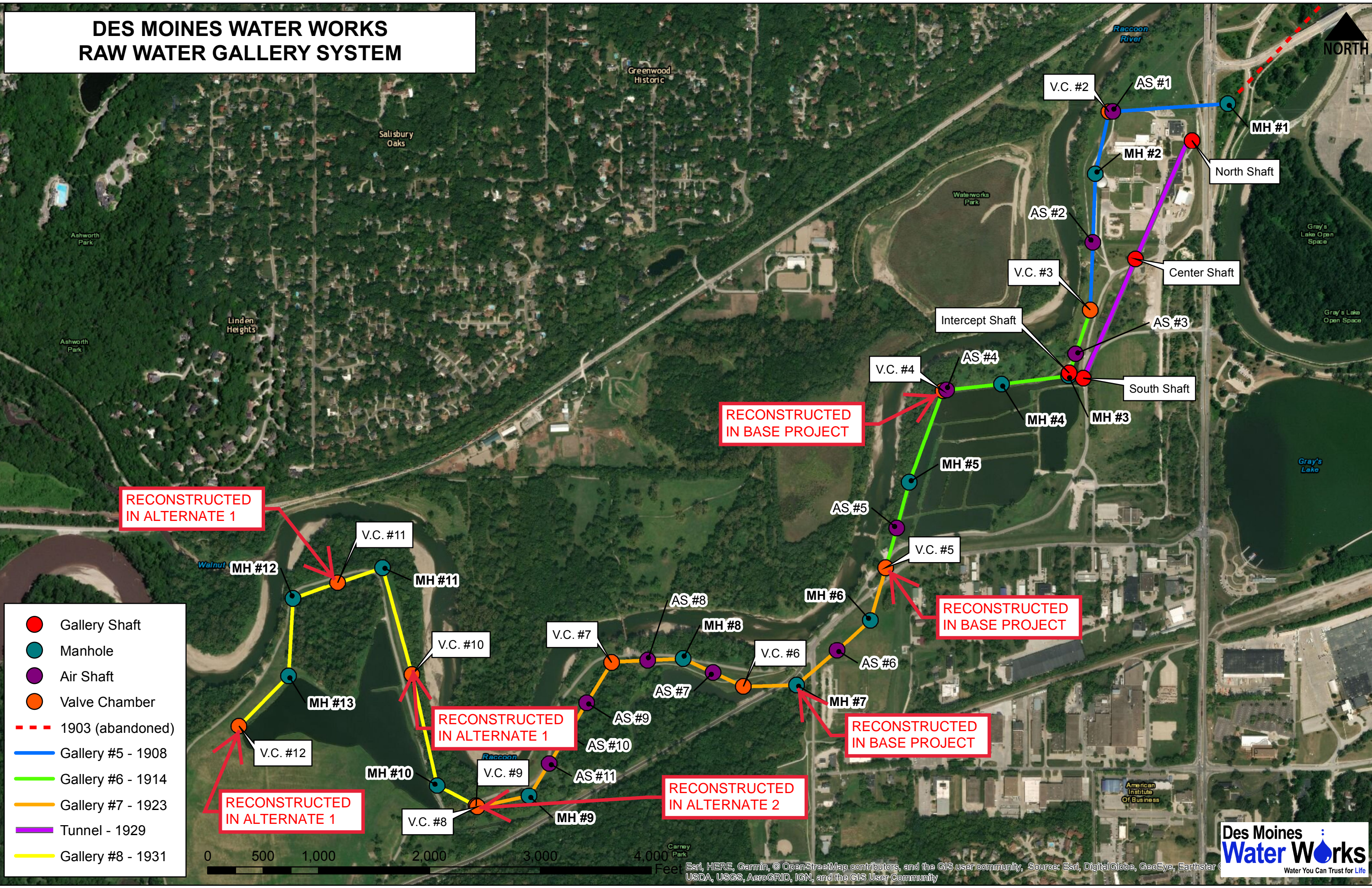
BOARD REQUIRED ACTION:

- Public Hearing – Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the Gallery Valve Chamber Structures Reconstruction Contract to Synergy Contracting, L.L.C., in the amount of \$432,770, and authorize the Chairperson and CEO and General Manager to execute the contract.

 Donald K. Staley, P.E. (date) 10-20-20 Project Manager	 Michael J. McCurnin, P.E. (date) 10/21/20 Director of Engineering Services	 Ted Corrigan, P.E. (date) 10/21/2020 CEO and General Manager
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Attachments: Site Map

DES MOINES WATER WORKS RAW WATER GALLERY SYSTEM



AGENDA ITEM FORM

SUBJECT: Legal Services Request for Proposals

SUMMARY:

The Dickinson Law Firm has served as legal counsel to the Board of Water Works Trustees since 1957.

Richard Malm of the Dickinson Firm was designated as legal counsel to the Board in November 1998.

Mr. Malm transitioned to an of-counsel role with the Dickinson Firm in January 2020.

The Finance and Audit Committee had a brief discussion about legal services at their September meeting. The Committee asked staff to draft a Request for Proposals for legal services including language that would cause legal services to be reviewed on a regular basis. A draft proposal is attached.

Questions for Board discussion include:

- Timeline for issuing the RFP and evaluating the proposals
- Proposal evaluation process and team
- Duration of the initial engagement
- Frequency of legal services review
- Firms to receive the request for proposals

FISCAL IMPACT:

Legal services are included in the annual budget.

RECOMMENDED ACTION:

Based on discussion, the Board may authorize issuance of a request for proposals for legal services.

BOARD REQUIRED ACTION:

Motion to authorize action based on legal services discussion.

<hr/> (date)	<hr/> (date)	 Ted Corrigan, P.E. CEO and General Manager (date) 10/21/2020
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Attachments: Draft Request for Proposals for Legal Services

Des Moines Water Works

REQUEST FOR PROPOSAL FOR LEGAL SERVICES

INQUIRIES AND PROPOSALS SHOULD BE DIRECTED TO:

**Peggy Freese
Chief Financial Officer
Des Moines Water Works
2201 George Flagg Pkwy
Des Moines, IA 50321
freese@dmww.com**

I. **GENERAL INFORMATION.**

A. **Purpose.** This Request for Proposal (RFP) is to contract for legal services to be provided to Des Moines Water Work. The utility is seeking law firms with extensive experience representing municipal entities in the areas of municipal law and government operations, employment and labor law, construction law, contract preparation and review, and litigation.

B. **Who May Respond.** Only attorneys who are currently licensed to practice law Iowa and maintain an office in Des Moines, Iowa or law firms including such attorneys, may respond to this RFP.

C. **Instructions on Proposal Submission.**

1. **Closing Submission Date.** Proposals must be submitted no later than **4:00pm** CST on [REDACTED]

2. **Inquiries.** Inquiries concerning this RFP should be sent by [REDACTED] to:

**Peggy Freese
Chief Financial Officer
Des Moines Water Works
2201 George Flagg Pkwy
Des Moines, IA 50321**

Or e-mailed to: freese@dmww.com

3. **Conditions of Proposal.** All costs incurred in the preparation of a proposal responding to this RFP will be the responsibility of the Proposer and will not be reimbursed by Des Moines Water Works. (hereinafter referred to DMWW).

4. **Instructions to Prospective Contractors.** Your proposal should be addressed as follows:

**Peggy Freese
Chief Financial Officer
Des Moines Water Works
2201 George Flagg Pkwy
Des Moines, IA 50321**

It is important that the proposal be submitted in a sealed envelope clearly marked in the lower left-hand corner with the following information:

Request for Proposal
4:00 pm, (Due date)
SEALED PROPOSAL For Legal Services

Failure to do so may result in premature disclosure of your proposal. It is the responsibility of the Proposer to ensure that the proposal is received by DMWW, by the date and time specified above. Late or unsealed proposals will not be considered.

5. **Right to Reject.** DMWW reserves the right to reject any and all proposals received in response to this RFP. A contract for the accepted proposal will be drafted based upon the factors described in this RFP.
6. **Notification of Award.** It is expected that a decision selecting the successful Firm will be made within **four (4) weeks** of the closing date for the receipt of proposals. Upon conclusion of final negotiations regarding the successful proposal, all other Proposers will be informed, in writing, of the name of the successful Proposer.
7. **Initial Engagement.** It is expected that the engagement will be administered through a Legal Services Contract. The initial contract shall have a duration of five years with provisions for extension beyond the initial term. The contract and the terms of representation shall be reviewed and amended as needed at least every five years.

D. **Description of Entity.** Des Moines Water Works is a municipal utility which exists under the provisions of Chapter 388 and other relevant statutes of the Code of Iowa. DMWW provides drinking water to approximately 500,000 people in Des Moines, surrounding communities, and to many cities and entities in central Iowa by wholesale contract. DMWW is the largest water utility in Iowa, among the largest 100 utilities in the country and is recognized as an industry leader. DMWW is proud to have the next-to-highest revenue bond rating in the water utility industry and water rates below the national average.

DMWW has an annual budget of approximately \$77 million and is governed by the Board of Water Works Trustees of the City of Des Moines, Iowa. The five-member Board is appointed by the Mayor of Des Moines with the approval of the City Council. Trustees serve for six-year staggered terms.

DMWW employs approximately 212 employees. 75% of the DMWW employee population is represented by AFSCME Council 61 and its Affiliated Local 3861.

- II. **SCOPE OF SERVICES.** DMWW's use of legal services is focused on the following major subject areas cited below. We seek strategic relationships that will provide high quality and consistent service, lower and more predictable costs, and knowledge sharing. Commitments to diversity and the highest standards of ethics and business conduct are expected.

The Proposer shall be readily available to perform the following legal services:

- a. Attend Board of Trustee and Committee meetings as necessary
- b. Review, draft, and negotiate contracts and leases

- c. Advise on legal issues related to municipal utility status
- d. Advise on individual labor and employment actions and lead employment litigation
- e. Advise on construction contacts and claims
- f. Drafting and/review for legal correctness and acceptability; legal documents, contracts, settlement agreements, severance agreements, releases, collective bargaining agreements and other legal drafting, as requested.
- g. Review personnel, fiscal and other policies, as well as Board policy manual
- h. Advise on government grant and contract issues
- i. Advise on responses to subpoenas, court orders, and requests for information from third parties
- j. Defend lawsuits, administrative claims, or other legal claims
- k. Conduct litigation as necessary
- l. Other legal services as needed

III. PROPOSAL CONTENTS. The Proposer, in its proposal, shall, as a minimum, include the following;

- a. Provide a cover letter from a contact person who has authority to bind the firm contractually, giving his or her title. The letter must certify that all of the information contained in the submission is accurate and complete.
- b. Provide a brief background of the firm, areas of practice, and number of attorneys employed. Identify the specific experience of the firm in the areas listed in the Scope of Work with emphasis on experience related to public sector entities, water utilities and utility Boards.
- c. Provide resumes of attorneys who will be assigned the work. Only include resumes of attorneys likely to be assigned to the representation. Education, position in firm, years and types of experience and continuing professional education will be considered. All assigned attorneys must be licensed in good standing to practice law in the state of Iowa.
- d. Provide addresses, phone numbers, and e-mail addresses of at least two (2) recent clients and one (1) former client as references. DMWW may contact any other known clients, whether offered as references or otherwise, to obtain information that will assist DMWW in evaluating the proposal.
- e. Provide proposed fee structure. All fees should be clearly stated in the proposal and must remain in effect for a period of three (3) years. Fees for years four and five of the initial term and any extensions will be negotiated. List fees per hour for principal attorneys, other firm attorneys, and support personnel. Identify the minimum increment of time billed. Provide a schedule of reimbursable costs such as mileage and travel time. Provide information regarding the firm's willingness to accept alternative billing arrangements such as fixed fee, hourly rates, volume discount, blended hourly rate, dedicated attorney and incentive billing. Once the desired firm(s) has been identified, DMWW reserves the right to negotiate additional terms and conditions, including hourly rates, or other method of compensation, with such firm(s).
- f. Provide information on the firm's billing procedures.
- g. Provide an example of the firm's standard terms of representation.
- h. Identify any current or potential conflicts of interest and indicate what procedures your firm would utilize to identify and resolve future conflicts of interest. It is of the utmost

importance that no real or apparent conflict of interest exists between Proposer and DMWW, including its officials and employees. Therefore, Proposer shall disclose in writing in its proposal any real or possible conflicts of interest which exists or may exist. In addition, the firm shall be responsible to promptly disclose to DMWW any situations which may create possible conflicts of interest during the term of the agreement so that appropriate action can be taken. See Attachment A for a partial list of DMWW's frequent business contacts to be considered in the conflict review.

- i. Provide any other information that may be helpful in assessing the firm's ability to perform the work and in applying the evaluation criteria set out in the Request for Proposals.

IV. PROPOSAL EVALUATION

A. Submission of Proposals. All proposals shall include one (1) original and three (3) copies.

B. Evaluation Procedure and Criteria. DMWW will conduct a comprehensive, fair and impartial evaluation of all proposals received in response to this Request for Proposals. Each proposal will be analyzed to determine the Proposer's overall responsiveness and qualifications under the Request for Proposals.

DMWW may select all, some, or none of the Proposers for interviews. DMWW may also request additional information which may be used in the evaluation from all or some of the Proposers at any time prior to final approval of a selected Proposer. Final approval of a selected Proposer(s) is subject to the action of the Board of Water Works Trustees.

Evaluation criteria. DMWW will consider the following factors, not necessarily listed in order of importance:

1. Qualifications and experience of the individual or firm in the areas listed in the RFP/Scope of Work as well as experience in municipal law issues.
2. Qualifications, experience, knowledge and demonstrated competence of the assigned attorneys and the prior experience of the individual attorneys with respect to the Scope of Work.
3. Capability and resources to handle the DMWW's work.
4. Responses from references and other contacts.
5. Cost. Hourly rates for each class of personnel, expected out-of-pocket costs, discounts for multi-year commitments, hourly rates/fees for additional services and alternative billing measures offered.
6. Additional factors. Examples may include: Local Des Moines metropolitan area presence, demonstration of special knowledge, experience or capabilities and any other significant items brought forward in the evaluation process and interview, if held, that may be of particular advantage to DMWW.
7. Interviews, if conducted.

C. Required Format for Proposals. All proposals must follow the required format. Failure to follow the required format may result in disqualification of a proposal:

1. Page Limit: 12, including cover page
2. Attorney Qualifications section should be attached and is not included in the page limit
3. Page Size: 8 ½ x 11; portrait
4. Font Size: 12
5. Double-spaced
6. Margins: 1" minimum on the top, bottom, and sides of all pages
7. Do not use material in proposals dependent on color distinctions, animated electronics, etc.
8. Do not include attachments other than those requested or required by this RFP.

v. PROPOSAL TIMELINE.

During the period from your organization's receipt of this Request for Proposals and until a contract is awarded, your organization shall not contact any employee of DMWW for additional information except in writing directed to Peggy Freese at freese@dmww.com.

vi. QUESTIONS.

Questions for the purpose of clarifying the RFP must be submitted by email and must be received no later than [REDACTED]. Questions must be emailed to Peggy Freese at freese@dmww.com. Please note that submissions of questions for response do not in any way enhance or guarantee the chances of receiving a contract through this proposal. DMWW is not required to respond to any query submitted but, if DMWW does reply, may make your query as well as DMWW's answer to it available to all bidders.

vii. GENERAL INFORMATION.

A. Contract Award

DMWW reserves the right to award the contract in a manner deemed to be in the best interests of DMWW.

B. Stability of Proposed Prices

Any price offerings from Proposers must be valid for a period of 60 days from the due date of the proposals.

C. Amendment or Cancellation of the RFP

DMWW reserves the right to cancel, amend, modify, or otherwise change this RFP at any time if it deems it to be in the best interests of DMWW.

D. Proposal Modifications

No additions or changes to any proposal will be allowed after the proposal due date, unless such modification is specifically requested by DMWW. DMWW, at its option, may seek Proposer retraction and clarification of any discrepancy or contradiction found during its review of proposals.

E. Proposer Presentation of Supporting Evidence

Proposers must be prepared to provide any evidence of experience, performance, ability, and/or financial surety that DMWW deems necessary or appropriate to fully establish the performance capabilities represented in their proposals.

F. Proposer Demonstration of Proposed Services

Proposers must be able to confirm their ability to demonstrate the services they would provide.

G. Erroneous Awards

DMWW reserves the right to correct inaccurate awards. This includes revoking the awarding of a contract to a Proposer and subsequently awarding the contract to a different Proposer. Such action shall not constitute a breach of contract on the part of DMWW because the contract with the initial Proposer will be deemed voided as if no contract were ever in place.

H. Ownership of Proposals

All proposals shall become the property of DMWW and will not be returned.

I. Ownership of Subsequent Products

Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of this RFP shall be the sole property of DMWW unless otherwise stated in the contract.

J. Oral Agreement or Arrangements

Any alleged oral agreements or arrangements made by Proposers with DMWW will be disregarded in any proposal evaluation or associated award.

K. Not a Contract

This RFP is not a contract and, alone, shall not be interpreted as such. Rather, this RFP serves only as the instrument through which proposals are solicited. DMWW will pursue negotiations with the strongest proposal. If, for some reason, DMWW and the initial Proposer fail to reach consensus on the issues relative to a contract, then DMWW may commence contract negotiations with other Proposers. DMWW may decide at any time to start the RFP process again.

The selected Proposer will be required to sign a formal contract.

L. Subcontractors

DMWW must approve any and all subcontractors utilized by the successful Proposer prior to any such subcontractor commencing any work. Proposers acknowledge by the act of

submitting a proposal that any work provided under the contract is work conducted on behalf of DMWW and that the DMWW CEO or designee may communicate directly with any subcontractor as DMWW deems necessary or appropriate.

It is also understood that the successful Proposer shall be responsible for all payment of fees charged by the subcontractor(s). A performance evaluation of any subcontractor shall be provided promptly by the successful Proposer to DMWW upon request. The successful Proposer must provide the majority of services described in the specifications.

DRAFT

ATTACHMENT A
DMWW Frequent Business Contacts

The following is a partial list of DMWW's frequent business contacts to be considered for conflict review.

Berwick Water Association

City of Alleman

City of Altoona

City of Ankeny

City of Bondurant

City of Clive

City of Cumming

City of Des Moines

City of Johnston

City of Norwalk

City of Pleasant Hill

City of Polk City

City of Runnells

City of Urbandale

City of Waukee

City of West Des Moines

City of Windsor Heights

Polk County

Polk County Rural Water District #1

Urbandale Water Utility

Warren Rural Water District

West Des Moines Water Works

Xenia Rural Water District

Waste Reclamation Authority (WRA)

Iowa Department of Natural Resources

Mid-American Energy

Construction contractors, engineering consulting firms and architects specializing in water utility work

AGENDA ITEM FORM

SUBJECT: Information Items

SUMMARY:

- Board Committee Reports
 - Planning Committee
 - Finance and Audit Committee
 - Customer Relations Committee
 - Bill Stowe Memorial Committee
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board
- CEO and General Manager's Comments
 - COVID-19 Response
- Contract Status Spreadsheet
- September 2020 Lien Certifications and Reversals

FISCAL IMPACT:


No impact to the budget.

RECOMMENDED ACTION:

For review and discussion.

BOARD REQUIRED ACTION:

Review and discussion.

<hr/> (date)	<hr/> (date)	 Ted Corrigan, P.E. CEO and General Manager (date)
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Attachments: Des Moines Water Works Park Foundation Executive Summary, Board Minutes, September 2020 Financials, and Events Calendar;
Contract Status Spreadsheet; September 2020 Lien Certifications and Reversals



October 15, 2020

Updates from the Des Moines Water Works Park Foundation

The Campaign/Development:

Efforts continue to close out the final fundraising goal of \$13M continue. The current pandemic has made that somewhat difficult, but focus is being placed on retail giving, grants and some additional virtual tools are being developed to assist BOD members in their asks. The foundation is exploring bringing on Campaign Counsel once again to do a finishing campaign to cover any remaining capital improvements and loss of operational funds due to the pandemic limitations.

Park Construction

Final touches such as signage and seating will be added over the winter and spring. Adjustments such as adding rough plates to protect the River to River RAGBRAI sculpture have been added to dissuade skateboarders and bikes from grinding on the art piece. We continue to explore the weatherization options for the amphitheater as well as the addition of a B Bike stand to the area to make the rest of the park and area more accessible by bike. The Ruan Connector is open and the lights are now on at night. Additional light programming is being added and coordinated with the City of Des Moines.



Programming

In light of the success of Fall Flight and the use of virtual programming and self-guided activities, the Foundation is exploring appropriate winter programming along the same lines. The recent Above + Beyond Cancer Elevate Festival and the “Revive the Live” concerts also demonstrated that community events can still be held in a COVID-19 compliant format. The final community-based event will be the RAGBRAI virtual ride roadshow in the Park on October 24.



September Financials and October Minutes Attached.

DES MOINES WATER WORKS PARK FOUNDATION
Board of Directors Meeting
Friday, October 9, 2020 – 3:30 – 5:00
Lauridsen Amphitheater
Meeting Minutes



BOD Members in Attendance: Jason Stone, Andrea Boulton, Dylan Huey, Ryan Hanser, Soumya Bhattacharya, Matt Van Loon, Jon Koehn, Zac Voss, Ardis Kelley, Randy Reichardt, Amy Jennings.

Guests/Staff: Amy Stowe Beattie, Liam Stowe, Don Staley & Laura Sarcone – DMWW, Cassandra Halls & Sam Carrell – DMWWPF.

- I. Call to Order/Welcome/Affirm Agenda/Approve minutes** – Koehn called the meeting to order at 3:36. The previous meeting minutes stood approved. He welcomed everyone to the meeting and noted we had special guests and turned the floor over to Boulton.
- II. Stowe Memorial Update** – Andrea Boulton introduced Bill Stowe's widow Amy Beattie and son Liam Stowe. Beattie indicated the memorial was made up of three parts: A Speaker Series, an Educational Series and the physical structure/pavilion. She reviewed the concept, use and placement of the physical structure and and Stowe handed out drawings of the conceptual design with everyone. Beattie indicated that the design was inspired by the gallery and would be approximately 40" in diameter, open design that allowed for educational panels but no roof, flood resilient and low maintenance. The configuration would allow for 2 classrooms and hold up to 80 kids. The design was being done by Country Landscapes (who also did a lot of the landscaping work and the Natural Play Area. The general response was that it would be a great addition to the area and to support water quality education. Beattie also noted that it could be used for many things such as a green room area for performers, etc. The placement will be just south of the east end of the new parking lot. A question was asked if it would interfere with the optional second parking bay that was permitted but not constructed in the initial construction contract. Carrell indicated that a reduced size lot could still be added if needed for additional parking later.
- III. President's Report** – Jon Koehn indicated there was not much in his report but he thought it important for us to be able to meet on site (the first time since the pandemic hit) and especially for our new Board members to see the elements, understand the thought behind them and see how it was being utilized on a daily bases.
- IV. Goal Progress/Committees/Action Items**

- **Finances** – Koehn reported for Flynn and noted that the August financials showed the usual expenses and revenues were limited to the retail giving and small event rentals.
- **Campaign Counsel Proposal** – Reichardt and Jennings indicated they had been reviewing two different campaign proposals from Eden and RGI to provide assistance for us to finish of our capital campaign and offset the loss in operational revenue due to the pandemic cancelling major events. The two proposals were to assess and engage/re-engage donors with a goal of \$2M over the course of 4-5 months. They were still determining which group to utilize but asked the board to approve spending up to \$30,000 over the next 5 months to finish the campaign. Kelley asked what they were specifically being asked to do, Jennings responded that they would develop a fundraising plan to complete the \$2M goal and provide the extra set of hands to complete it. A motion was made to empower the Executive Committee to select the fundraising counsel and spend up to \$30,000 to engage them.

Motion: Kelley

Second: Van Loon

APPROVED

- **Bike Proposal and Sponsorship** – Carrell presented a plan to place a B Bike Station in the park and pay for it through an annual sponsorship for both the B Bike Station and the Bike Valet utilized for major events. Carrell handed out information outlining the B Bike Station Placement, costs associated with both it and the bike valet and a proposed sponsorship of \$10,000 a year. The Board encouraged Carrell to move forward with the concept, seeking the appropriate approvals from DMWW and the Foundation before finalizing.

- V. **Adjourn** - A motion to adjourn at 4:23 was made and followed by a walking tour by Koehn pointing out the different aspects of the new area and some of the decision making that went into them.

Motion: Kelley

Second: Van Loon

APPROVED

Upcoming Events:

Next Board Meeting – Friday, November 13 – TBD – 12:00 – 1:30 pm

Des Moines Water Works Park Foundation
Statement of Financial Position
As of September 30, 2020

ASSETS		
Cash and Cash Equivalents	\$	214,329.37
Investments - Endow Iowa		51,461.83
Pledges Receivable		1,338,417.59
Prepaid Expenses		569,219.68
Total Assets	\$	2,173,428.47
LIABILITIES		
Accounts Payable	\$	3,313.52
Loan Payable: Line of Credit		1,048,813.00
Total Liabilities	\$	1,052,126.52
NET ASSETS		
Net Assets without donor restrictions:		
Available to Spend	\$	1,035,017.79
Net Assets with donor restrictions:		
Park Improvement/Fleur Trail		34,822.33
Endow Iowa		51,461.83
Total Net Assets	\$	1,121,301.95
Total Liabilities and Net Assets	\$	2,173,428.47

Des Moines Water Works Park Foundation
Consolidated Statement of Financial Activity and Change in Net Assets
For the nine months ending September 30, 2020

	September-20			FISCAL YEAR TO DATE		
	Actual	Budget	Budget Variances	Actual	Annual Budget	Budget Variances
REVENUES AND OTHER SUPPORT						
Capital Support						
Campaign Income	\$ 0.02	\$ -	\$ 0.02	\$ 280,505.02	\$ -	\$ 280,505.02
Non Capital Support/Giving						
Board Giving	-	-	-	-	-	-
Corporate & Foundation Giving	-	-	-	68.08	-	68.08
Individual Gifts	1,055.75	-	1,055.75	11,810.75	-	11,810.75
In-Kind Gifts	-	-	-	194.00	-	194.00
Park Sponsorships	-	-	-	5,000.00	-	5,000.00
Special Event Income	-	-	-	-	-	-
User/Vendor Revenue	5,160.00	-	5,160.00	7,660.00	-	7,660.00
Total Non Capital Support/Giving	\$ 6,215.75	\$ -	\$ 6,215.75	\$ 24,732.83	\$ -	\$ 24,732.83
Investment Income, net of fees	(757.45)	-	(757.45)	(1,191.62)	-	(1,191.62)
Total Revenues and Other Support	\$ 5,458.32	\$ -	\$ 11,674.07	\$ 304,046.23	\$ -	\$ 304,046.23
EXPENSES						
Operating Expenses						
Accounting/Audit	\$ 800.00	\$ -	\$ 800.00	\$ 7,200.00	\$ -	\$ 7,200.00
Contract Labor	425.00	-	425.00	425.00	-	-
General Office	638.50	-	638.50	9,943.84	-	9,943.84
Marketing	(593.52)	-	(593.52)	554.97	-	554.97
Miscellaneous	-	-	-	-	-	-
Information Technology	-	-	-	-	-	-
Professional Services	1,650.00	-	1,650.00	1,650.00	-	1,650.00
Public Awareness	-	-	-	-	-	-
Special Event Expense	-	-	-	-	-	-
Sponsorship Activity	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Vehicle Expense	-	-	-	-	-	-
Website Maintenance	-	-	-	450.00	-	450.00
Total Operating Expenses	\$ 2,919.98	\$ -	\$ 2,919.98	\$ 20,223.81	\$ -	\$ 19,798.81
User Committee Expenses						
Building Maintenance	-	-	-	14,814.85	-	14,814.85
Building Management	-	-	-	11,325.00	-	11,325.00
Entertainment	-	-	-	-	-	-
Food Expense	-	-	-	-	-	-
Lease Expense	-	-	-	-	-	-
Marketing	857.88	-	857.88	2,160.64	-	2,160.64
Miscellaneous	-	-	-	5.00	-	5.00
Office Equipment	-	-	-	-	-	-
Permits/Licenses	-	-	-	-	-	-
Program Expense	-	-	-	-	-	-
Rent Expense	-	-	-	-	-	-
Special Event Expenses	2,800.00	-	2,800.00	9,100.71	-	9,100.71
Supplies Expense	-	-	-	-	-	-
Utilities	1,385.60	-	1,385.60	5,488.54	-	5,488.54
Website Maintenance	-	-	-	1,275.00	-	1,275.00
Total User Committee Expenses	\$ 5,043.48	\$ -	\$ 5,043.48	\$ 44,169.74	\$ -	\$ 44,169.74
Capital Expenses						
Campaign Contract	-	-	-	-	-	-
Campaign Support	305.51	-	305.51	1,068.01	-	1,068.01
Fleur Underpass Trail Expense	-	-	-	400,000.00	-	400,000.00
Interest Expense	3,355.01	-	3,355.01	41,305.52	-	41,305.52
Natural Playscape	-	-	-	-	-	-
Park Improvements	-	-	-	194,417.24	-	194,417.24
Park Maintenance	-	-	-	25,075.73	-	25,075.73
Staffing & Administrative Costs	9,541.66	-	9,541.66	57,624.96	-	57,624.96
Total Capital Expenses	\$ 13,202.18	\$ -	\$ 13,202.18	\$ 719,491.46	\$ -	\$ 719,491.46
Total Expenses	\$ 21,165.64	\$ -	\$ 21,165.64	\$ 783,885.01	\$ -	\$ 783,460.01
Change in Net Assets	\$ (15,707.32)	\$ -	\$ (9,491.57)	\$ (479,838.78)	\$ -	\$ (479,413.78)
Net Assets, Beginning of Year				\$ 1,601,140.73		
Net Assets, End of Year				<u>\$ 1,121,301.95</u>		

2020	Date	Event	Description
	Recurring	Ultimate Frisbee League	Weekly league Apr-Aug Mon & Wed - Cancelled for year
	Recurring	Liga Latina deFutbol	Sundays April-October - Cancelled for year
Apr			
	25	Ultimate Frisbee League	Sports League - Cancelled
May			
	2 - 3	Women's Half Marathon	Race - Rescheduled for 2021
	9	Race for Hope	Race - supports brain tumor research - Rescheduled 2021
	16	Wicked Wine Run	Race - Rescheduling for 2021
	23 - 24	Coursing Hounds	Dog Agility - Cancelled
	25	Big Splash Kickoff	Local Bands from various genres- Postponed - Date TBD
	29	AJR	Pop music - popular with young kids - Cancelled
	30 - 31	Coursing Hounds	Dog Agility - Cancelled
	30	Wedding at Fountain	Wedding - Postponed Aug 22
	31	Big Country Bash: Lee Brice	Country - Rescheduled to Sept 4
June			
	2	Willie Nelson	Country - Cancelled
	5 - 7	Lowdown Roundup Custom Car Show	Car Show - Rescheduled 2021
	21	1/2 Ironman	Setup 6/15-6/22 - Trying to Reschedule - Cancelled
	27 - 28	Iowa Coursing Hounds	Dog Agility
July			
	9	Private shelter rental	
	10	Private shelter rental	
	10	311	American Rock Band - Cancelled
	11	St Paddy day half marathon RESCHEDULED DATE	Race
	12	Dance recital	
	18	Private shelter rental	
	18	RAGBRAI dedication	Postponed
	17,18,24,25,31	drive in concert	
	18	Jamey Johnson & Whiskey Myers	Country - Rescheduled June 2021
	19	Big Country Bash: Jon Pardi	Country - Cancelled
	23 - 26	Symphony	Des Moines Symphony and Youth Symphony - Rescheduled
	24	Private shelter rental	
	25	Egg Hunt	Cancelled
August			
	1,7,8	Drive in concert	
	1	Wedding memorial fountain	Wedding
	8	Church event	
	8	Blazing 5K	Race - Reschedule 2021
	9	Blues Traveler	Variety of Genres - Rescheduled 2021
	10	Shelter rental	
	13	Shelter rental	
	14-15	Butter Cow Festival	Cancelled
	16	Shelter rental	
	22	Wedding memorial fountain	Wedding
	23	Dance recital	
	29	Shelter rental	
	29	Wedding gazebo	Wedding
September			
	4 - 6	Lantern Festival	Celebration of Life - Rescheduling for 2021
	4	Big Country Bash: Lee Brice	Concert - Cancelled
	5,6,7	Labor Day Legacy Picnic - DMWW PF and Symphony	Band Music - Symphony - Cancelled
	6	Bike Race	
	9 - 15	Polk County Democrats Steak Fry	Political Rally
	17	Trampled by Turtles and WILCO	Bluegrass and Alternative Rock w/ Country Roots - Cancelled
	17	Shelter rental	
	19 - 20	Iowa Coursing Hounds	Dog Agility
	18	Wedding gazebo	Wedding
	21	Shelter rental	
	25 - 27	Ikes Hunting & Fishing Expo	Children's Educational Event - Cancelled
	26	Wedding Maffitt	Wedding
	Sep 18, 19,25,26	Drive-in concerts	Concert
	30	Shelter rental	
October			
	2,3,9,10,16,17	Drive-in concerts	Concert
	3	Wicked Wine Run	Race - Rescheduling for 2021
	4	Possible 5K	Race
	4	Hydrocephalus Walk	Fundraiser Walk - Rescheduling for 2021
	5-6	Shelter rental	
	7	Shelter rental	
	10	Maffitt Wedding	Wedding
	11	Above and Beyond Cancer event	Race
	17 - 18	DSM Marathon	Race - Cancelled
	23 - 24	More than Pink Walk	Fundraiser Walk - Cancelled
	24	RAGBRAI event	
	25	Wedding - Gazebo	Wedding - Cancelled
	25	Shelter Rental	
November			
	7 - 8	Coursing Hounds	Dog Agility
	28	Turkey Trot	Race - Cancelled
	28	Limited Space Drive-In Art event	

KEY

Concert
Sport/Fitness Event
DMWWPF Event
Wedding/shelter
Misc. (car shows, political events, festivals)

COMPETITIVE BIDS CONTRACT STATUS FOR OCTOBER 2020

Saylorville Water Treatment Plant RO Unit No. 4 Installation	Construction complete	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 2/14/2019 \$513,616.00 \$35,720.00 \$549,336.00 \$541,467.45 Oct-20
Polk County Pumping Station - Storage Tank Fill Line	Connections for new storage tank fill line piping to existing piping system tentatively scheduled for the first half of November.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Rognes Corp 7/16/2019 \$463,690.00 \$74,452.13 \$538,142.13 \$364,477.68 Nov-20
Presdimentation Basins - Valve Replacement	Project has been deferred to a future date due to Contractor's inability to receive critical components of new equipment.	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 \$1,427,530.00 \$28,150.60 deferred
2020 Des Moines Water Main Replacement - Contract 1	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	Rognes Corp. 5/15/2020 \$209,593.00 \$25,733.60 \$235,326.60 \$134,876.10 Nov-20
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 \$1,053,975.00 May-21
2020 Des Moines Water Main Replacement - Contract 2	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	S.M. Hentges & Sons, Inc. 10/5/2020 \$632,839.55 \$632,839.55 Dec-20

Item IV-C

Highway G14 Feeder Main

Construction starting 10/26/2020

Contractor	On Track Construction, LLC
Notice to Proceed	10/7/2020
Original Contract Sum	\$1,264,264.00
Net Change by Change Orders	
Contract Sum to Date	\$1,264,264.00
Total Completed to Date	
Anticipated Completion Date	Mar-21

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR OCTOBER 2020

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	

Delinquent Water
DMWW - Water - #06
Schedule No. 202009

Delinquent Water
Total Accounts: 165
Total Amount: \$16,651.31

Delinquent DMWW - Water - #06 charges as certified by Des Moines Water Works
Schedule No. 202009

<u>District/Parcel</u>	<u>Legal Description</u>	<u>Owner Name</u>	<u>Property Address</u>	<u>Certificate#</u>	<u>DMWW AccountNo</u>	<u>Billing Date</u>	<u>Amount</u>
120 04473 577-000	LT 27 SHARON HILLS PLAT 2	Ediltrudis Gonazlez	804 E Spring ST Des Moines, IA 50315-4754	57895	0009002112	5/26/2020	\$40.07
120 07147 005-000	PARCEL H BK 9744 PG 700 -EX E 25F & W 225F & N 33F & S 172F- N 1/2 E 1/2 NE 1/4 NW 1/4 SW 1/4 SEC 22-78-24	Vicki J Beard	219 E Watrous AVE Des Moines, IA 50315-7705	57896	0009201523	3/18/2020	\$29.98
120 00767 002-000	N 62.5F S 252.5F LT 213 CUMMINSFORD	Clement R Johnson	6131 SE 4th ST Des Moines, IA 50315-5816	57897	0009501100	4/27/2020	\$47.90
120 05191 000-000	LOT 132 SOUTHWICK	Carol M Piper	246 E Wall AVE Des Moines, IA 50315-5256	57898	0009704250	3/17/2020	\$36.34
010 03292 000-000	LOT 2 MAPLETON	Raymond A Gardner	1006 E Lacona AVE Des Moines, IA 50315-7429	57899	0010604654	2/24/2020	\$36.64
020 00095 000-000	LOT 16 BOYDS PLACE	Blanche Formaro	429 E Dunham AVE Des Moines, IA 50315-1310	57900	0011102021	3/24/2020	\$36.64
020 00540 001-000	LTS 3 & 4 BLK 11 SECOND PLAT OF CLIFTON HEIGHTS	James Riley	410 E Livingston Ave Des Moines, IA 50315-1331	57901	0011300870	3/24/2020	\$29.98
040 00072 001-000	LOTS 1 & 2 BLK 11 ALLENS SECOND ADDITION	Michael E Sharon	701 SE 11th ST Des Moines, IA 50309-5228	57902	0011503053	3/24/2020	\$30.33
050 03003 000-000	LOT 26 LINCOLN PARK	John C Borne	2819 Raccoon ST Des Moines, IA 50317-7715	57903	0011800780	3/27/2020	\$29.98
050 02023 000-000	LOTS 80 & 82 BLK 11 GRANT PARK	Brad Freeman	2431 Logan AVE Des Moines, IA 50317-2252	57904	0012500546	5/28/2020	\$101.46
050 00874 000-000	LOT 3 BLK 8 ELBERT & YORKS ADDITION	Lewis T Small	2945 Logan AVE Des Moines, IA 50317-7921	57905	0012501510	4/28/2020	\$65.71
050 00051 000-000	E 40 F LOT 8 BLK 2 BREWER & COMPANY'S; ADDITION TO GRANT PARK	Martha Hunt	2610 Capitol AVE Des Moines, IA 50317-2315	57906	0012902850	4/24/2020	\$27.18
050 03865 000-000	LOTS 19 & 20 BLK 15 YORKS CHOICE	JASON MITCHELL	2405 Lyon ST Des Moines, IA 50317-6550	57907	0013500613	2/26/2020	\$36.64

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050 01413 001-000	LT 1 BLK 10 FARWELL PLACE	Randi Clark	2801 Maple ST Des Moines, IA 50317-8229	57908	0013800643	2/21/2020	\$36.64
040 03537 000-000	LOT 11 E KEASBYS SUB DIV	Neva Davis	826 E 9th ST Des Moines, IA 50316-2906	57909	0014003710	4/7/2020	\$29.98
060 00669 000-000	LOT 104 BROADACRE	ROBERT T ANDERSON	1232 E 40th ST Des Moines, IA 50317-6802	57910	0015500233	4/28/2020	\$32.87
060 04014 001-000	LT 297 FOURMILE	SANDRA J MC GHEE	2505 E 39th CT Des Moines, IA 50317-5613	57911	0016201731	4/27/2020	\$75.87
060 03756 000-000	LOTS 6 & 7 FOUR MILE	Dixie Smith	2512 E 42nd ST Des Moines, IA 50317-2833	57912	0016207570	4/22/2020	\$45.30
060 01595 000-000	N 1/2 LOT 191 DOUGLAS ACRES PLAT 2	DENNIS E SHEPHERD	4116 E 28th ST Des Moines, IA 50317-4255	57913	0017002745	6/16/2020	\$17.25
110 05100 001-000	W1/2 VAC ALLEY E & ADJ & LOTS 3 THRU 6 BLK 1 STALFORD & DIXONS ADD	RONALD L REED	1519 Dixon ST Des Moines, IA 50316-2627	57914	0018005031	3/30/2020	\$29.98
110 06407 000-000	LOT 141 WRIGHTS GROVE	Geneva Daye	3230 E 8th ST Des Moines, IA 50316-1110	57915	0018902381	4/9/2020	\$29.98
080 01395 001-000	LT 22 & GROTTO PARK BEG SE COR LT 22 W 160F N 10F SE TO POB CURTIS BLUFF PARK ADDITION	Edward J Campbell	1532 24th ST Des Moines, IA 50311-3108	57916	0041703340	4/7/2020	\$29.98
100 03055 000-000	S 1/2 E 200 FT LOT 29 COLONIAL ACRES	Renee Thompson	2600 56th ST Des Moines, IA 50310-1144	57917	0046601441	4/16/2020	\$36.19
070 00548 000-000	LOT 12 BLK 24 AUBURN HEIGHTS PLT 1	Daniel R Martinez	3004 Columbia ST Des Moines, IA 50313-4619	57918	0048301790	4/14/2020	\$30.28
070 01658 000-000	LOT 22 BLK 4 PLAT OF BLKS 4,5,6 & 7 HIGHLAND PARK ADD	Debbie L Haus	3939 2nd AVE Des Moines, IA 50313-3505	57919	0048802182	4/8/2020	\$28.67
070 02406 000-000	LOT 124 BLK 6 LAKE PARK	Dorna Calvert	2918 4th ST Des Moines, IA 50313-4320	57920	0048903363	4/14/2020	\$30.28
090 06644 000-000	LOT 75 TAYLOR PARK	Mary E Stuart	4009 Muskogee AVE Des Moines, IA 50312-4626	57921	0062602300	4/21/2020	\$29.98

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090 01816 002-000	LOT 14 ECKELS PLACE	ANISSA WRIGHT	813 41st ST Des Moines, IA 50312-2609	57922	0062903356	4/15/2020	\$90.74
010 00901 000-000	W 30F LT 18 & ALL LT 19 OP OL A & 50F E & ADJ N 380F 1ST PLAT CLIFTON HEIGHTS	Brian Rich	413 Olinda AVE Des Moines, IA 50315-1538	57923	0065100269	4/2/2020	\$29.98
120 04933 000-000	LOT 33 SOUTHMOOR GARDENS	Preston Reeves	211 Leach AVE Des Moines, IA 50315-3559	57924	0067504197	3/19/2020	\$36.64
120 00470 000-000	-EX N 20F- W 50F E 200F LOT 7 & W 50F E 200F N 18F LOT 8 CONRAD PLACE	DAVID R MARTIN	520 Hackley AVE Des Moines, IA 50315-4640	57925	0068107086	4/14/2020	\$30.28
120 03399 001-000	S 12F LTS 1 & 2 R N HAZELWOOD PLACE; AND LT 8 NYSEWANDER ACRES	Candice C Crane	6059 SW 13th PL Des Moines, IA 50315-5036	57926	0068902970	4/20/2020	\$31.66
221 00215 007-000	LOT 7 ROSANNE HEIGHTS NO 1	Jerry R O'Boyle	4619 Fairview Dr Pleasant Hill, IA 50327-1730	57927	0082003550	5/20/2020	\$32.70
190 00567 000-000	S 1/2 LOT 27 BROADWAY PLACE	Howard Dalton	4718 NE 28th CT Des Moines, IA 50317-4816	57928	0084502565	3/30/2020	\$33.31
050 01308 000-000	LOT 14 BLK 5 FARWELL PLACE	Betty Lou Jones	2806 Maple ST Des Moines, IA 50317-8230	57929	0085311769	3/26/2020	\$29.98
070 01574 505-000	LOT 5 BLK A G B HAMMERS PLAT OF THE TOWN OF ENGLEWOOD	Rehan Family Trust	2917 2nd AVE Des Moines, IA 50313	57930	0085315912	3/10/2020	\$36.64
070 03857 000-000	E 48 F S 125 F LOTS 13, 14 & 15 BLK 8 NORTH OAK PARK	Carolyn Owens	913 Douglas AVE Des Moines, IA 50313-4038	57931	0085322420	1/14/2020	\$50.13
040 06140 000-000	LOT 18 BLK 21 SUNNYSIDE ADDITION	Noy Xayyarath	2058 E Grand AVE Des Moines, IA 50317-5264	57932	0085322926	4/28/2020	\$48.05
080 07757 000-000	E 40 F LT 13 OP LT 9 OP SEC 33-79-24	Richard E Prettyman	1915 Clark ST Des Moines, IA 50314-1433	57933	0085326706	4/1/2020	\$29.98
120 06114 000-000	LOT 70 WAKONDA MANOR	Wannette M Gale	1406 Carrie AVE Des Moines, IA 50315-3335	57934	0085333412	4/20/2020	\$29.98

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120 03367 295-000	-EX W 60 F- LT 95 NEW HOPE PLAT 2	Season Ford	2095 E Leland AVE Des Moines, IA 50320-1631	57935	0085341536	5/27/2020	\$58.04
070 01267 000-000	LOT 49 CORNELL HEIGHTS	Leonard Murphy	401 Hull AVE Des Moines, IA 50313-4856	57936	0085347922	3/12/2020	\$36.64
070 03820 001-000	LT 2 & N 1/4 LT 3 BLK 7 NORTH OAK PARK	Aaron D Richardson	3842 10th ST Des Moines, IA 50313-3312	57937	0085366035	3/17/2020	\$36.34
190 00549 000-000	N 55.5 FT LOT 16 BROADWAY PLACE	JENNIFER L ALDERMAN	4675 NE 28th Ct Des Moines, IA 50317-4813	57938	0085366489	5/26/2020	\$111.22
050 03369 000-000	LOT 56 VANDALIA ACRES	Dean R Meyer	1701 SE 36th ST Des Moines, IA 50317	57939	0085380173	3/16/2020	\$29.98
110 05618 000-000	LOT 63 UNION LAWNS	Lorraine M Dennis	1430 Osceola AVE Des Moines, IA 50316-1833	57940	0085381336	4/9/2020	\$29.98
040 02369 001-000	INTERV ALLEY & ALL LTS 98, 99, 100, 109, 110 & W 1/2 LTS 101 & 108 & N 50F LT 111 & 7F S & ADJ LTS 109, 110 & W 1/2 LT 108 GOODE & LIKES ADDITION	Grand Avenue Warehousing LLC	1925 E Grand AVE Des Moines, IA 50316-3728	57941	0085385039	5/12/2020	\$95.98
100 00610 000-000	LOTS 15 & 16 BLK F AVIATION PARK	JEFF E TOLSDORF	4124 55th ST Fl 2 Des Moines, IA 50310-1881	57942	0085388091	3/10/2020	\$36.64
060 02706 000-000	LOT 29 & N 1/2 LOT 30 ELIHU PLACE	Nancy Cooper (Estate)	1824 E 31st ST Des Moines, IA 50317-8665	57943	0085390203	4/27/2020	\$64.50
120 01826 523-003	-EX W 100 F- S 58 F LT 23 GRANDSHIRE	Kathy Farnum	4200 SE 17th ST Des Moines, IA 50320-1528	57944	0085398338	2/24/2020	\$36.64
050 00100 000-000	W 4F LOT 2 & E 30F LOT 3 BLK 5 BREWER & COMPANY'S ADDITION TO GRANT PARK	Richard Loghry	2731 E Walnut ST Des Moines, IA 50317-7947	57945	0085400837	3/26/2020	\$38.57
110 04095 000-000	N 1/2 LOT 17 MC DONALDS COURT	Affordable Roll Off LTD	4016 E 16th ST Des Moines, IA 50313-3903	57946	0085424067	4/2/2020	\$29.98
120 03825 000-000	LOT 27 POLO PLACE	Linda Leigh Anderson	337 E Lally ST Des Moines, IA 50315-5835	57947	0085425521	4/27/2020	\$29.98

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110 04562 001-000	S 68F LOT D BLK 1 STALFORDS ADDITION; AND S 68 F LOT 5 RIGHT OF WAY PLACE	Pamela J Oakley	1401 Stewart ST Des Moines, IA 50316-2636	57948	0085428178	2/28/2020	\$111.26
020 00346 000-000	LOT 10 BLK 2 SECOND PLAT OF CLIFTON HEIGHTS	Jon F Jackson	127 E Livingston AVE Des Moines, IA 50315-1238	57949	0085432950	2/27/2020	\$36.64
010 04722 054-000	LOT 55 SOUTHERN HEIGHTS	Danny J Davis	2612 SE 8th CT Des Moines, IA 50315-2024	57950	0085434198	3/18/2020	\$29.98
100 01193 000-000	LOT 23 BANBURY	Sean P O'Tool	3416 49th ST Des Moines, IA 50310-2630	57951	0085434936	3/11/2020	\$40.66
050 00620 000-000	LOT 43 GEORGE P CURRANS ADD	George T Taylor	108 E 33rd ST Des Moines, IA 50317-7309	57952	0085435015	4/30/2020	\$29.98
060 03403 225-000	LOT 84 FAIRMOUNT PARK PLAT NO 3	Tony F Mosqueda	3007 E 25th ST Des Moines, IA 50317-3615	57953	0085436617	3/11/2020	\$29.98
080 05004 000-000	8 F W OF & ADJ & ALL LOT 4 OAKLAND	Duane Carlson	1814 Arlington AVE Des Moines, IA 50314-3313	57954	0085448503	4/6/2020	\$29.98
080 05969 000-000	LOT 37 RUTHERFURD HEIGHTS	Mike Bauer	1311 4th ST Des Moines, IA 50314-3252	57955	0085452401	4/2/2020	\$29.98
110 06058 000-000	LOT 87 WITMERS	Beverly Pruitt	1320 McCormick ST Des Moines, IA 50316-4029	57956	0085453390	4/17/2020	\$29.98
110 02630 000-000	LTS 13, 14, 15, 16 BLK 7 FOUNDRY ADD	Juan Guaman	1940 Easton Blvd Des Moines, IA 50316-2758	57957	0085454680	4/13/2020	\$53.35
110 00646 000-000	LTS 21,22 & 23 BLK 5 T E BROWNS OFFICIAL PLAT	Charles Botts	1609 Dixon ST Des Moines, IA 50316-2137	57958	0085455467	3/2/2020	\$36.64
040 05639 000-000	W 36 F LOT 13 BLK 64 STEWARTS ADDITION	Mark J Gearhart	1713 Capitol Ave Des Moines, IA 50316-3607	57959	0085463057	4/6/2020	\$29.98
040 05573 000-000	-EX N 39.2 F- W 37 F LOT 1 BLK 61 STEWARTS ADDITION	MMB Investments LLC	1600 Dean AVE Des Moines, IA 50316-3617	57960	0085464089	2/24/2020	\$36.64
080 05287 000-000	N 8 FT LOT 10 & S 37.5 FT LOT 11 BLK 12 POLK COUNTY HOMESTEAD & TRUST CO ADD	David Houston	1609 8th ST Des Moines, IA 50314-2873	57961	0085464709	4/6/2020	\$29.98

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040 05485 000-000	E 1/2 N 90 F LOT 11 BLK 58 STEWARTS ADDITION	Sister Brigit Muhammad	1659 Des Moines ST Des Moines, IA 50316-3534	57962	0085465417	3/30/2020	\$29.98
040 05545 000-000	W 52.5 F LOT 6 BLK 60 STEWARTS ADDITION	Aknaphone Phounsavath	1630 E Walnut ST Des Moines, IA 50316-3658	57963	0085465682	2/25/2020	\$43.47
070 04549 000-000	LOTS 61 & 62 BLK 5 OLD ORCHARD BEACH	Recycle-King	224 Guthrie AVE Des Moines, IA 50313-5018	57964	0085466082	4/14/2020	\$29.98
110 04754 000-000	LOT 10 SARGENT HEIGHTS	Mary Jane Long	1518 Guthrie AVE Des Moines, IA 50316-1614	57965	0085467068	5/11/2020	\$101.32
120 05882 186-138	LOT 38 THREE LAKES ESTATES PLAT 6	Robert Highland	2905 Brockway Dr Des Moines, IA 50320-4726	57966	0085473245	4/21/2020	\$29.98
110 01868 000-000	S 60 F LTS 56,58,60 DEWEY HEIGHTS	Tax 120 Partnership	2202 Glenbrook DR Des Moines, IA 50316-1818	57967	0085479009	3/10/2020	\$36.64
070 04139 000-000	E 137 F S 60 F LOTS 1-2-3 BLK 7 OAK PARK	Gayle Kuhns	3710 8th ST Des Moines, IA 50313-4170	57968	0085487642	4/8/2020	\$35.00
050 02121 000-000	LOT 47 BLK O HARTLEYS ADD TO GRANT PARK	Kevin Dellaca	112 E 29th ST Des Moines, IA 50317-7733	57969	0085495777	3/24/2020	\$36.64
110 01258 000-000	N 42.5 F LOT 87 CAPITAL PARK	James R Bouma	1511 E 9th ST Des Moines, IA 50316-2205	57970	0085495801	4/2/2020	\$29.98
060 07129 001-000	E 168F LOT 3 MARQUIS	Christy L Arredondo	1922 E 29th ST Des Moines, IA 50317-3147	57971	0085500341	4/28/2020	\$30.00
080 05217 000-000	LOT 14 BLK 4 POLK COUNTY HOMESTEAD & TRUST CO ADD	Claudia Longoria	1625 7th ST Des Moines, IA 50314-2836	57972	0085500925	3/2/2020	\$36.64
020 01060 022-002	PARCEL F BK 9001 PG 304 -EX N 23.6F- LT 21 & ALL LTS 22 & 23 REPLAT OF PART OF FACTORY ADDITION	Benskin Inc	323 SW 6th St Des Moines, IA 50309-4605	57973	0085502767	4/27/2020	\$47.21
010 01280 001-000	-EX W 300F- & -EX BEG SE COR THN W 10F NE 10.03F SE 10F TO POB- LT 146 CRAWFORD PLACE	Casas De Iowa LLC	2428 Indianola AVE Des Moines, IA 50315-1979	57974	0085505826	3/9/2020	\$29.98

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110 06517 001-000	-EX RD EAS BEG 24.71F S & 33F E OF W 1/4 COR THN E 249.44F SW 107.1F W 75.29F SWLY 56.69F S 148.73F W18F N 180.07F TO POB- E 249.2F W282.2F S 180F N 205F NW 1/4 SW 1/4 SEC 24-79-24	Imperial Properties	4141 E 14th ST Des Moines, IA 50313-3803	57975	0085506570	5/11/2020	\$56.44
100 11759 000-000	N 50 F LOT 22 UNIVERSITY HEIGHTS ACRES	Nicholas J Teigen	1713 56th ST Des Moines, IA 50310-1004	57976	0085508299	4/15/2020	\$31.01
060 03500 000-000	LOT 98 FAIR OAKS	Jennifer M Breese	1821 E 31st CT Des Moines, IA 50317-8621	57977	0085509275	4/2/2020	\$29.98
060 07929 002-000	LOT 2 SHERIDAN PLAZA	TIM RENDA	3807 Leyden AVE Des Moines, IA 50317-5848	57978	0085509379	2/26/2020	\$40.09
070 04419 000-000	S 60 FT LOTS 26 & 27 & S 60 FT E 10 FT LOT 25 BLK 1 OLD ORCHARD BEACH	Don Reimers	2358 Saylor RD Des Moines, IA 50313-5055	57979	0085517739	3/27/2020	\$29.98
050 03320 001-000	LTS 13 14 & 15 VANDALIA ACRES	Dean R Meyer	3740 Vandalia Rd Des Moines, IA 50317	57980	0085518250	5/11/2020	\$106.46
030 06257 000-000	S 115F N 230F LT 19 THT LIES S OF INGERSOLL AVE OP SW 1/4 SEC 5-78-24	We Can Build It	515 28th ST Des Moines, IA 50312	57981	0085523066	5/14/2020	\$37.55
050 01370 000-000	LOT 27 BLK 7 FARWELL PLACE	Joel D Lopez	2904 Walker ST Des Moines, IA 50317-8238	57982	0085524710	3/23/2020	\$31.39
110 05020 000-000	LOT 9 BLK 3 STALFORDS ADDITION	Jeri Kemple	1338 Stewart ST Des Moines, IA 50316-2635	57983	0085525325	4/13/2020	\$29.98
100 07641 000-000	E 50 F LOT 57 KINGMAN ACRES	Tracy J Weston	5501 Ovid AVE Des Moines, IA 50310-1762	57984	0085525394	5/8/2020	\$92.99
010 00423 024-000	LOT 25 BOUDEWYN HEIGHTS PLAT 2	Ron J Machacek	3901 SW 7th ST Des Moines, IA 50315-3526	57985	0085528374	5/29/2020	\$40.14
080 05324 000-000	LOT 4 BLK 15 POLK COUNTY HOMESTEAD & TRUST CO ADD	Shirley A Petro	1814 8th ST Des Moines, IA 50314-2914	57986	0085529809	4/2/2020	\$29.98

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050 00054 000-000	LOT 1 BLK 3 BREWER & COMPANYS ADDITION TO GRANT PARK	Felix Hernandez	2637 Capitol Ave Des Moines, IA 50317-2314	57987	0085532146	2/3/2020	\$59.14
070 00527 000-000	LOT 18 BLK 23 AUBURN HEIGHTS PLT 1	Reyes Marquez	3019 Columbia ST Des Moines, IA 50313-4618	57988	0085532368	4/15/2020	\$71.76
010 01658 000-000	LOT 35 CRAWFORD PLACE REPLAT	Tyrell J Stamper	310 E Broad ST Des Moines, IA 50315-2312	57989	0085532932	4/14/2020	\$29.98
070 00758 001-000	LTS 1 & A CANTON PLACE	Stephanie J Warren	3903 Columbia St Des Moines, IA 50313-3647	57990	0085535873	5/27/2020	\$38.12
070 05347 000-000	N 50 F S 275 F -EX E 25 F- E 2 1/2 A LOT 33; OP N 3/4 SEC 22-79-24	Tara Coil	4018 12th ST Des Moines, IA 50313-3224	57991	0085539263	5/20/2020	\$27.46
080 03481 000-000	E 49 F LOT 26 INGLE-WOLD	Juan Guaman	1532 Jefferson AVE Des Moines, IA 50314-1944	57992	0085540921	5/1/2020	\$29.98
100 00831 000-000	LTS 71 & 72 BLK J AVIATION PARK	Fernando Lopez Lara	3921 52nd ST Des Moines, IA 50310-1819	57993	0085541370	4/6/2020	\$29.98
060 02241 000-000	LOT 11 BLK 16 EASTON PLACE	Justin Bald	1446 Searle ST Des Moines, IA 50317-6427	57994	0085545384	3/5/2020	\$35.73
080 07366 000-000	LOT 11 WILLIAMSON PLACE	Jie Chen	1523 23rd ST Des Moines, IA 50311-3121	57995	0085547163	2/27/2020	\$36.94
040 05719 000-000	LOT 3 BLK 67 STEWARTS ADDITION	Jamie Rouse	1714 Des Moines ST Des Moines, IA 50316-3610	57996	0085548403	4/14/2020	\$29.98
070 02843 002-000	LOT 3 LAGOON PARK; AND LOTS 215 & 216 & VAC ALLEYS N & ADJ & W & ADJ & LTS 205 THRU 210 MANN'S 2ND ADD TO LAKE PARK	Kool Storage	2834 7th ST Des Moines, IA 50313	57997	0085551273	4/22/2020	\$145.40
030 00739 000-000	LT 1 & N 1/2 LT 2 T K CLARKES ADDITION	James A Sanders	1140 19th ST Des Moines, IA 50314-1218	57998	0085552453	6/16/2020	\$25.08
080 05369 004-000	LOT 131 THIRD PLAT PROSPECT PARK; AND LOT 7 BLK 26 PROSPECT PARK	Marcelino Rojas	1806 11th ST Des Moines, IA 50314-2443	57999	0085553818	2/24/2020	\$36.64

Delinquent DMWW - Water - #06 charges as certified by Des Moines Water Works
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<u>District/Parcel</u>	<u>Legal Description</u>	<u>Owner Name</u>	<u>Property Address</u>	<u>Certificate#</u>	<u>DMWW AccountNo</u>	<u>Billing Date</u>	<u>Amount</u>
070 04255 000-000	LOT 4 BLK 12 OAK PARK	Chaz C Cawley	1116 Clinton AVE Des Moines, IA 50313-3205	58000	0085553946	3/17/2020	\$36.64
070 02886 000-000	LOT 268 & S 1/2 LOT 269 MANNS 2ND ADD TO LAKE PARK	Shaniece Henderson	3200 6th AVE Des Moines, IA 50313-4135	58001	0085554494	5/13/2020	\$46.88
120 03694 001-000	LOTS 21 & 22 BLK 7 PINEHURST	Doug D Myers	1004 Titus AVE Des Moines, IA 50315-3835	58002	0085554811	5/19/2020	\$46.11
070 03815 000-000	LOT 21 BLK 6 NORTH OAK PARK	Patrick W Stewart	3933 11th ST Des Moines, IA 50313-3320	58003	0085555414	3/26/2020	\$160.03
010 03606 008-000	LOT 8 MORRIS PLACE REPLAT	Jeff Marlow	2708 SW 7th ST Des Moines, IA 50315-2325	58004	0085557045	5/19/2020	\$58.89
070 05431 002-000	W 1/2 LT H LYG E & ADJ & LTS 19 & 20 BLK 1 OP NE 1/4 SW 1/4 -EX E 830.4F S 1/2- SEC 23-79-24	Meier Capital LLC	4131 Amherst ST Des Moines, IA 50313-3761	58005	0085557520	4/1/2020	\$29.98
040 00278 002-000	S 200F N 300F LYG E OF RY LT 36 BROOKS & COS ADD	Quality Pallet Solutions LLC	302 SE 18th ST Des Moines, IA 50317-7617	58006	0085557540	5/7/2020	\$36.70
080 04931 000-000	N 40 F S 80 F LOT 31 & ALL LOT 29 NORTH WASHINGTON PLACE	Sheila Wright	1607 Martin Luther King Jr PKWY Des Moines, IA 50314-1446	58007	0085558405	3/10/2020	\$36.64
040 00818 000-000	E 83 F N 65.5 F LOTS 1 & 2 COTTAGE PLACE	Wanda Nichols	250 E 16th ST Des Moines, IA 50316-3918	58008	0085561110	3/17/2020	\$41.32
080 02350 000-000	LOT 44 GARDEN ADDITION	Karl Masters	1619 Gillette ST Des Moines, IA 50314-1311	58009	0085561709	3/16/2020	\$36.34
070 04552 001-000	LTS 65 & 66 BLK 5 OLD ORCHARD BEACH	Joshua R Churchill	220 Guthrie AVE Des Moines, IA 50313-5018	58010	0085562511	3/10/2020	\$36.34
110 03236 001-000	-EX W 46.25F- LOT 34 & ALL LOT 35 BLK 15 GRAND VIEW	Daniel Hoffman	822 Arthur AVE Des Moines, IA 50316-1733	58011	0085563736	4/20/2020	\$29.98
030 01436 000-000	LOT 32 DRAKE UNIVERSITY 2ND ADD	S & S Investments of Iowa, LLC	1117 26th ST Des Moines, IA 50311	58012	0085563919	3/25/2020	\$187.75
120 04524 000-000	LOT 65 SHERIDAN PLACE	J & J Enterprises	925 Frazier AVE Des Moines, IA 50315-7219	58013	0085564379	5/4/2020	\$53.05

Delinquent DMWW - Water - #06 charges as certified by Des Moines Water Works
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<u>District/Parcel</u>	<u>Legal Description</u>	<u>Owner Name</u>	<u>Property Address</u>	<u>Certificate#</u>	<u>DMWW AccountNo</u>	<u>Billing Date</u>	<u>Amount</u>
030 01695 088-000	LT 16 BLK 4 GRASS ROOTS 1	Arleta D Foster-Botts	1116 9th ST Des Moines, IA 50314-2516	58014	0085565394	4/2/2020	\$29.98
060 00068 000-000	N 60F LOT 1 ARDMORE	Arlington Properties, DSM, LLC	1320 E 25th ST Des Moines, IA 50317	58015	0085566395	3/18/2020	\$262.16
120 05232 002-000	N 50F S 100F LTS 16 & 17 SUNNYCREST	Aterra 121, 4011 SE 1st St, DSM, LLC	4011 SE 1st ST Des Moines, IA 50315-3602	58016	0085566835	3/18/2020	\$240.79
270 00891 000-000	LOT 2 CULBERTSON PLACE	4 Green Houses LLC	745 NE 44th AVE Des Moines, IA 50313-2908	58017	0085567337	3/20/2020	\$99.52
060 07824 006-000	LT 6 SANNY VIEW PLAT 1	Patrick L Knueven	1230 Williams ST Des Moines, IA 50317-6846	58018	0085568130	1/10/2020	\$157.43
010 01942 101-000	LOT 21 EWING WOODS PLAT NO 5	Pah Taw Plu	3706 SE 19th CT Des Moines, IA 50320-2312	58019	0085569129	5/13/2020	\$79.03
110 01250 001-000	W 75F LTS 79 & 80 CAPITAL PARK	Dennis Wieben	837 E Washington AVE Des Moines, IA 50316-2245	58020	0085569346	4/23/2020	\$83.39
120 04472 066-000	W 21 F LT 5 & E 55 F LT 6 SCANDIA MAGNOLIA PARK PLAT 2	2PARS LLC	312 E Mckinley AVE Des Moines, IA 50315-4137	58021	0085572385	5/5/2020	\$77.29
020 00453 000-000	LOT 13 BLK 6 SECOND PLAT OF CLIFTON HEIGHTS	Noel Nelson	245 E Edison AVE Des Moines, IA 50315-1372	58022	0085572624	3/11/2020	\$37.03
110 05569 001-000	-EX E 7F & S 13F-LOT 232 UNION ADDITION	Tyler Faaborg	1350 E Washington AVE Des Moines, IA 50316-2449	58023	0085572988	4/27/2020	\$53.44
010 01060 000-000	LOT 21 CRAIN PLACE	Den Mar Properties, LLC	518 Rose AVE Des Moines, IA 50315-3163	58024	0085574465	4/21/2020	\$38.55
190 00495 001-000	S 1/2 LT 4 & ALL LT 5 BERWICK	Shirlee Brown	5740 NE Berwick Dr Berwick, IA 50032	58025	0085574795	3/4/2020	\$38.58
120 05302 500-034	LOT 4 THE VILLAGE AT MC KINLEY	Alegiant LLC	936 Mckinley Ave Unit 4 Des Moines, IA 50315-3864	58026	0085575260	5/7/2020	\$58.16
080 01698 000-000	LOT 15 EDMUNDSON & BOYDS ADD	Ricardo Segura	1301 14th ST Des Moines, IA 50314-1802	58027	0085575297	4/14/2020	\$30.28
100 08777 000-000	LOT 12 LOOKOUT HEIGHTS PLAT 3	Mable L Hunt	2010 60th ST Des Moines, IA 50322-6012	58028	0085575299	4/14/2020	\$30.28

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110 01265 000-000	N 1/2 LOT 94 CAPITAL PARK	PHIMMACHANH BACCAM	1415 E 9th ST Des Moines, IA 50316-2203	58029	0085575499	3/19/2020	\$36.34
120 03350 000-000	LOT 2 MELROSE PLACE	Kelly Jones	6206 SW 12th ST Des Moines, IA 50315-5529	58030	0085575668	6/1/2020	\$18.16
110 05079 000-000	LOT 12 BLK 6 STALFORDS ADDITION	Pedro Barahona	1236 Stewart ST Des Moines, IA 50316-2634	58031	0085575998	6/16/2020	\$34.58
080 03420 000-000	LOT 25 BLK 3 INGLESIDE	Joshua R Churchill	1611 22nd ST Des Moines, IA 50310-6007	58032	0085576123	4/7/2020	\$29.98
080 00178 000-000	S 1/2 LOT 13 ARNOLD'S PLACE	Yimin Xu	3001 30th ST Des Moines, IA 50310-5260	58033	0085576694	4/7/2020	\$84.37
100 00840 000-000	LOTS 7 & 8 BLK K AVIATION PARK	Jim Mckillip	3930 52nd ST Des Moines, IA 50310-1818	58034	0085576839	5/28/2020	\$28.96
060 05809 000-000	LOT 254 GRAYS WOODS	Mike McClish	1300 E 37th ST Des Moines, IA 50317-6720	58035	0085577351	6/1/2020	\$52.64
080 07483 003-000	-EX S 6.78F ON W LN & S 4.93F ON E LN- E 33F LOT 142 KEOSAUQUA WAY PLAT 5; AND E 33F LTS 21, 22, 23 WOODSIDE	Rosa Lopez	1515 University AVE Des Moines, IA 50314-1841	58036	0085577826	3/30/2020	\$30.29
010 04798 000-000	LOT 4 ST ANTHONYS KNOLLS	Richard Thompto	2010 SW 1st ST Des Moines, IA 50315-7104	58037	0085578183	2/5/2020	\$49.74
040 03774 000-000	LOT 4 REDHEAD PLACE PLAT 2	Spanish Corp	1700 E Court AVE Des Moines, IA 50316-3936	58038	0085578188	5/5/2020	\$34.08

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100 05038 005-006	-EX BEG SE COR LT 4 THN N 344.06F W 166.56F S 20.37F E 33.78F S 70.3F W 170.79F S 252.46F E 304.15F TO POB- PARCEL 2016-115 BK 16022 PG 167 BEG SW COR LT 5 THN ALNG W LN LT 5 N 214.78F TO NW COR LT 5 E 633.30F TO NE COR LT 3 THN S 285.94F W 305.04F TO E LN LT 3 THN N72.25F TO SE COR LT 5 THN W 329.15F TO POB LOTS 3 & 5 FRANKLIN PLAZA	We Can Build It	1818 48th ST Des Moines, IA 50310	58039	0085578781	4/24/2020	\$236.56
010 03859 001-000	-EX BEG 7F W OF NE COR THN S 26F NW TO N LN E 1.28F TO POB- & -EX E 7F- & - EX E 185F S 40F N 100F- N 100F LOT 41 OAK HILL	Limo One LLC	2908 SE 14th ST Des Moines, IA 50320-1121	58040	0085578905	3/13/2020	\$7,989.80
080 07325 000-000	LOT 7 WILLIAMS 3RD ADDITION TO DES MOINES	Bradford S Dobbins	2025 Washington AVE Des Moines, IA 50310-6053	58041	0085579240	3/27/2020	\$34.32
060 06379 000-000	W 60F LOT 11 BLK 2 HYDE PARK PLAT NO 2	Invest Happy LLC	2911 Dubuque AVE Des Moines, IA 50317-8314	58042	0085580138	4/16/2020	\$825.18
030 01389 000-000	LOT 49 DRAKE UNIVERSITY ADD	Triple L.C. Properties, LLC	1112 27th ST Des Moines, IA 50311-4118	58043	0085580157	5/26/2020	\$36.95
080 02774 000-000	N 13 F LOT 67 & S 27 F LOT 68 GRAND PARK	BTS Des Moines, LLC	1337 6th AVE Des Moines, IA 50314-2723	58044	0085580488	6/16/2020	\$48.45
050 01012 000-000	LOT 11 BLK 3 ESHBAUGH & WESTS ADDITION	DSV SPV2 LLC	2612 E Elm ST Des Moines, IA 50317-1235	58045	0085580884	4/14/2020	\$36.25
010 04628 000-000	LOT 10 LESS ST SMITH & MC CLURGS PLACE	Andrew R Funk	3116 South Union ST Des Moines, IA 50315-7025	58046	0085581045	4/23/2020	\$37.36
100 01172 000-000	W 139F E 164F LOT 2 BANBURY	Ryan Sullivan	3500 48th PL Des Moines, IA 50310-2611	58047	0085581091	5/20/2020	\$23.56
120 02837 215-000	LOT 15 KENYON MEADOWS	Yuba Bhandari	5426 SW 13th ST Des Moines, IA 50315-7265	58048	0085581679	5/6/2020	\$111.92

Delinquent DMWW - Water - #06 charges as certified by Des Moines Water Works
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030 04797 003-000	S 9F LT 1 & ALL LT 2 & -EX TRI PC BNG W 35F; ON S LN & S 12F ON W LN- N 28F LT 3; TIDRICKS ADDITION	Jeremy Maynard	1900 Atkins ST Des Moines, IA 50314-1226	58049	0085581799	5/6/2020	\$29.28
080 02184 000-000	LOT 54 FOREST PARK	Brad Cowger	1518 Mondamin AVE Des Moines, IA 50314-1950	58050	0085582020	5/13/2020	\$38.87
050 00331 000-000	LOT 12 BLK 2 CHESTERFIELD	Susan Grimes	2500 Onawa ST Des Moines, IA 50317-7536	58051	0085582119	5/20/2020	\$20.76
070 05050 000-000	LOT 83 & 84 SOUTH OAK PARK	Cody Wright	1322 Oak Park AVE Des Moines, IA 50313-3113	58052	0085582159	5/13/2020	\$35.64
080 03236 001-000	LOT 6 BLK 2 T M WALKERS SUB DIV; AND LOT 46 ICE DALE	Mazal Rentals LLC	1927 22nd ST Des Moines, IA 50310-6014	58053	0085582204	5/22/2020	\$22.50
030 03519 000-000	LOT 25 L M MANNS SUB DIVISION	Salvador Ochoa Orellana	937 23rd PL Des Moines, IA 50312-4808	58054	0085582610	5/26/2020	\$29.08
010 01486 000-000	LOTS 338 & 339 CRAWFORD PLACE	124 E Broad Street Trust	124 E Broad ST Des Moines, IA 50315-2308	58055	0085582611	5/26/2020	\$29.08
080 03855 000-000	N 85 F LOT 2 BLK 4 LAYMANS 2ND ADD	Contract Exchange	1404 Clark ST Des Moines, IA 50314-1915	58056	0085582736	6/1/2020	\$26.12
090 05409 002-000	LOTS 15 & 16 BLK D NATIONAL PARK ADDITION	Jeff Nolan	618 SW 59th ST Des Moines, IA 50312-1602	58057	0085582745	6/1/2020	\$29.08
100 05935 000-000	LOT 11 HARTSHORN PLACE	Robert L Martin	2117 36th ST Des Moines, IA 50310-4406	58058	0085582746	6/1/2020	\$29.08
080 03328 000-000	LOT 13 BLK 1 INGLESIDE	Ricardo Castellanos	1700 23rd ST Des Moines, IA 50310-6019	58059	0085582898	6/1/2020	\$29.08
Number of Liens/Accounts		165					
						Total for Lien Schedule	\$16,651.31

Monthly Lien Reversal Report Cover Page

DMWW - Water - #06

76 Reversals \$3,033.69

Lien Reversals From 09/01/2020 to 09/30/2020

Monthly Lien Reversal Report

DMWW - Water - #06

These assessments were originally billed by the Des Moines Water Works in error

Bond#	Cert#	Dist/Parcel	Amount	Account#	Address
2010-06	24896	080 05149000000	\$23.32	0085360947	1705 21st ST Des Moines, IA 50310-6003
2010-09	25951	080 05149000000	\$26.45	0085360947	1705 21st ST Des Moines, IA 50310-6003
2011-01	27807	080 05149000000	\$26.65	0085360947	1705 21st ST Des Moines, IA 50310-6003
2011-05	29328	080 05149000000	\$32.45	0085360947	1705 21st ST Des Moines, IA 50310-6003
2011-06	29541	060 01150000000	\$32.45	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2011-09	31015	060 01150000000	\$28.52	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2011-09	31133	080 05149000000	\$40.73	0085360947	1705 21st ST Des Moines, IA 50310-6003
2012-02	32704	060 01150000000	\$43.30	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2012-03	33090	080 05149000000	\$43.30	0085360947	1705 21st ST Des Moines, IA 50310-6003
2012-05	33458	060 01150000000	\$29.98	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2012-06	34071	010 06275000000	\$71.55	0010401850	1521 E Pleasant View DR Des Moines, IA 50320-1314
2012-07	34457	010 06275000000	\$73.03	0010401850	1521 E Pleasant View DR Des Moines, IA 50320-1314
2012-07	34551	080 05149000000	\$43.60	0085360947	1705 21st ST Des Moines, IA 50310-6003
2012-08	34986	030 05575000000	\$41.62	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2012-10	35074	010 06275000000	\$32.34	0010401850	1521 E Pleasant View DR Des Moines, IA 50320-1314
2012-10	35097	060 01150000000	\$43.30	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2012-10	35560	030 05575000000	\$69.90	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2012-11	35770	080 05149000000	\$36.34	0085360947	1705 21st ST Des Moines, IA 50310-6003
2013-03	36764	060 01150000000	\$43.60	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2013-03	37203	030 05575000000	\$49.50	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2013-04	37362	010 06275000000	\$51.64	0010401850	1521 E Pleasant View DR Des Moines, IA 50320-1314
2013-04	37478	080 05149000000	\$36.94	0085360947	1705 21st ST Des Moines, IA 50310-6003
2013-07	38353	060 01150000000	\$36.34	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2013-07	38470	080 05149000000	\$36.34	0085360947	1705 21st ST Des Moines, IA 50310-6003

Thursday, October 1, 2020

2013-10	39299	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2013-11	39685	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2013-11	39812	030 05575000000	\$39.64	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2014-03	40382	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2014-04	41045	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2014-04	41165	030 05575000000	\$40.00	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2014-07	41788	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2014-07	41903	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2014-07	42056	030 05575000000	\$40.00	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2014-10	42756	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2014-10	42933	010 06275000000	\$29.98	0085479909	1521 E Pleasant View DR Des Moines, IA 50320-1314
2014-12	43232	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2014-12	43312	030 05575000000	\$40.08	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2015-03	44007	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2015-03	44087	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2015-06	44923	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2015-07	45218	080 05149000000	\$36.64	0085360947	1705 21st ST Des Moines, IA 50310-6003
2015-07	45276	030 05575000000	\$40.16	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2015-11	46125	060 01150000000	\$36.64	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2015-12	46405	030 05575000000	\$47.82	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2016-03	46926	060 01150000000	\$36.94	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2016-03	46995	080 05149000000	\$64.09	0085360947	1705 21st ST Des Moines, IA 50310-6003
2016-04	47418	030 05575000000	\$32.74	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2016-06	47774	060 01150000000	\$29.68	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2016-07	48046	030 05575000000	\$32.74	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2016-09	48443	060 01150000000	\$29.98	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2016-10	48688	030 05575000000	\$32.74	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2016-12	49022	060 01150000000	\$29.98	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2017-01	49345	030 05575000000	\$40.44	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2017-03	49692	060 01150000000	\$30.28	0014403668	1611 E 21st ST Des Moines, IA 50317-2933
2017-06	50343	030 05575000000	\$40.44	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137

2017-10	51084	030 05575000000	\$40.44	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2017-12	51445	030 05575000000	\$32.92	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2018-04	52236	030 05575000000	\$32.92	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2018-07	52792	030 05575000000	\$33.22	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2018-10	53318	030 05575000000	\$40.60	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2019-03	54268	030 05575000000	\$40.18	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2019-06	54820	060 01716000000	\$29.68	0085345183	4012 E 25th ST Des Moines, IA 50317-8806
2019-06	54837	030 05575000000	\$33.19	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2019-09	55409	030 05575000000	\$33.19	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2020-01	56330	030 05575000000	\$41.60	0085447652	2513 Woodland AVE Des Moines, IA 50312-5137
2020-05	57300	060 01716000000	\$29.28	0085577113	4012 E 25th ST Des Moines, IA 50317-8806
2020-08	57713	010 03828000000	\$29.98	0010603093	912 King AVE Des Moines, IA 50315-2055
2020-08	57726	110 02192000000	\$29.68	0017905460	1409 McCormick ST Des Moines, IA 50316-4030
2020-08	57785	080 05354000000	\$29.68	0085503718	1703 10th ST Des Moines, IA 50314-2414
2020-08	57791	080 03504000000	\$29.98	0085514628	1316 Jefferson AVE Des Moines, IA 50314-1940
2020-08	57803	110 01332000000	\$36.34	0085530222	1516 E 12th ST Des Moines, IA 50316-2212
2020-08	57847	070 00448000000	\$20.33	0085570896	3211 Amherst ST Des Moines, IA 50313-4606
2020-08	57849	050 03304048000	\$36.04	0085572185	4101 Timber LN Des Moines, IA 50317-7819
2020-08	57867	292 01212003000	\$35.61	0085576936	6825 Sunset TER Windsor Heights, IA 50324-1525
2020-08	57868	020 00169008000	\$158.72	0085577518	1350 Tuttle ST Des Moines, IA 50309-4322
2020-08	57872	020 00169003002	\$92.87	0085577635	315 SW 14th ST Des Moines, IA 50309-4311