MEETING Board of Water Works Trustees

Des Moines Water Works November 23, 2021 2201 George Flagg Parkway 3:30 p.m.

Join Zoom Meeting

https://us02web.zoom.us/j/84894430910?pwd=QnZTd3U4UFFFTkplUWl4RDk0dHdGQT09

Meeting ID: 848 9443 0910 Passcode: 613004

Dial by your location

+1 312 626 6799 US (Chicago) +1 646 558 8656 US (New York) +1 301 715 8592 US (Washington DC) +1 346 248 7799 US (Houston) +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma)

Decision Agenda

- I. Consent Agenda:
- A. Minutes, October 26, 2021, Board of Water Works Trustees Meeting Minutes, November 2, 2021, Planning Committee Meeting Minutes, November 9, 2021, Finance and Audit Committee Meeting
- B. Financial Statements
- C. List of Payments for October 2021
- D. Summary of CEO-Approved Expenditures in Excess of \$20,000
- E. Next Meeting Date December 21, 2021
- II. Public Comment Period:
- III. Action Items:
- A. 2022 Labor Agreement between DMWW and AFSCME Iowa Council 61, Local 3861
- B. Receive and File DMWW 2021 Strategic Plan
- C. Proposed 2022 Budget
 - 1. Public Hearing
 - 2. Discussion
 - 3. Action on Proposed Budget
- D. 2022 Water Treatment Chemicals
 - 1. Analysis of Bids
 - 2. Award of Contracts
- E. Des Moines Water Works' Rules and Regulations Update
- F. Acceptance of 2021 Tank Painting Pleasant Hill Tower and Wilchinski Standpipe
- G. Request Authorization for CEO and General Manager to Execute Agreement for Professional Services for 2022 Filter Rehabilitation Study

- H. Request Authorization to Reimburse the City of Des Moines for Water Main Relocations for Hamilton Drain Storm Water Improvements Phase 2
- I. Request Authorization to Solicit Bids for Fleur Drive Operations Center Stormwater System Improvements

 Phase 2 and Establish the Date of the Public Hearing as the Date of the January 2022 Board Meeting
- J. Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Electric Transmission Line Easement as the Date of the December 2021 Board Meeting
- K. Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Gas Easement as the Date of the December 2021 Board Meeting
- L. L. P. Moon Pumping Station Pump No. 8
 - 1. Public Hearing
 - 2. Adoption of form of Contract, Specifications, and Estimated Cost
 - 3. Analysis of Bids Received
 - 4. Award of Contract and Authorization to Execute Contract
- M. Proposed 2022 Schedule for Board of Water Works Trustees Meetings and Committee Meetings
- N. Receive and File Regionalization Micro Group Outcomes Document

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. Staff Updates:
 - External Affairs
- C. CEO and General Manager's Comments
- D. Contract Status and Professional Services Agreements
- V. Adjournment

OSHA Re	ecordable
Injuries	YTD: 4

Caught Between: 1 Hearing Loss: 1 Strain: 2

Schedule of Board Activities –December					
	Time: 3:30 p.m.				
Date Location Meeting					
December 7 Board Room & Virtual Planning Committee					
December 14 Board Room & Virtual Finance and Audit Committee					
December 21 Board Room & Virtual Board of Water Works Trustees					



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item N	lo. <u>Consent</u>
Meeting Date:	November 23, 2021
	Signature 🗌 Yes 🛛 N

AGENDA ITEM FORM

SUBJECT: Consent Agenda

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A. Minutes, October 26, 2021, Board of Water Works Trustees Meeting

Request: Approve October 26, 2021, Minutes

Minutes, November 2, 2021, Planning Committee Meeting

Request: Approve November 2, 2021, Minutes

Minutes, November 9, 2021, Finance and Audit Committee Meeting

Request: Approve November 9, 2021, Minutes

- B. Financial Statements
 - At October 2021, total assets of the Des Moines Water Works were \$441.7 million, liabilities totaled \$67.3 million, deferred outflows totaled \$8.0 million, deferred inflows totaled \$7.3 million and contributions and retained earnings were \$375.1 million.
 - Total operating revenue for the month of October was \$7.0 million. Expenses (operating and non-operating) for the month were approximately \$5.1 million, leaving net earnings of approximately \$1.9 million.
 - Request: Receive and File for Audit the October 2021 Financial Statements
- C. List of Payments for October 2021

Request: Approve October 2021 payments

D. Summary of CEO-approved expenditures in excess of \$20,000

Request: Approve the CEO-approved expenditures in excess of \$20,000

E. Next Meeting Date – December 21, 2021

Request: Approve December 21, 2021, as the date of the next meeting of the Board of Water Works Trustees.

FISCAL IMPACT:	<u> </u>
No impact to budget.	

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

BOARD REQUIRED ACTION:

RECOMMENDED ACTION:

Motion to approve Consent Agenda.

Michelle Holland, CPA (date)

Michelle Holland, CPA (date)

Controller

Michelle Holland, CPA (date)

Chief Rimancial Officer

CEO and General Manager

CEO and General Manager

Attachments: October 26, 2021, Board of Water Works Trustees Meeting Minutes; November 2, 2021, Planning Committee Meeting Minutes; November 9, 2021, Finance and Audit Committee Meeting Minutes; October 2021 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, October 26, 2021

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

Board Members: Chairperson Mr. Graham Gillette, presiding; Mr. Joel Aschbrenner, Ms.

Susan Huppert, Ms. Andrea Bolton, and Ms. Diane Munns (who joined in

progress)

Staff members: Rachel Brown, Pat Bruner, Wally Burgin, Ted Corrigan, Doug Garnett,

Donna Heckman, Michelle Holland, Amy Kahler, Laura Sarcone, Jennifer

Terry, and Michelle Watson

Also in attendance: Alyssa Gerhardt and Peter Levi (Drake University), John Lande (legal

counsel), Matt McQuillen (City of Clive), Rick Malm (legal counsel), Jim Sanders (City of Johnston), and Melissa Walker (MW Media Consultants,

LLC)

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

Consent Agenda

A motion was made by Ms. Boulton, seconded by Mr. Aschbrenner, to approve Consent Items A, B, C, D, and E (Approval of Minutes, September 28, 2021, Board of Water Works Trustees Meeting; Minutes, October 12, 2021, Finance and Audit Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for September 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of November 23, 2021, as the next meeting of the Board of Water Works Trustees). Upon roll-call vote, the motion was adopted, with Mr. Aschbrenner, Ms. Boulton Mr. Gillette, and Ms. Huppert voting in favor of the motion.

Ms. Munns joined the meeting in progress at 3:34 p.m.

Public Comment Period

No comments were received from the public.

2022 Employee Benefit Insurance Renewals

Proposals for the 2022 employee medical insurance, retiree medical insurance, employee dental insurance, employee vision insurance, life insurance and long-term disability insurance were presented. There will be no increase in health insurance premiums. Retiree medical insurance will increase 1.97% for 2022, employee life insurance will increase 1.11% and disability insurance will have no increase or decrease.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Munns, to approve the 2022 employee benefits insurance providers and rates for the year 2022 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.

2022 Corporate Insurance

Proposed 2022 insurance coverages and premiums were presented. As proposed, DMWW's corporate insurance renewal rates for 2022 will increase from \$1,116,407 (for 2021) to \$1,236,053.

A motion was made by Ms. Boulton, seconded by Ms. Huppert to accept insurance program renewal submitted by LMC Insurance & Risk Management 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.

Receive and File Cost of Service Report

In 2017, DMWW engaged Raftelis to review its cost of service study to ensure the principles and methodologies used are consistent with generally accepted industry standards. After completing its analysis Raftelis recommended several changes, including changing from a historical cost model to a forward-looking revenue requirements model, and the utility adopted that recommendation last year. Use of a multi-factor structure rather than a simple volumetric rate to accurately capture and assign the costs of peak demands on the system was also recommended, but adoption of that approach was deferred last year. Staff input the 2022 budget into the full Raftelis cost of service model this year for the Board's consideration. The results of that analysis was the basis for the 2022 rate setting discussions and was the basis for rates presented at the October 2021 Finance & Audit Committee Meeting.

Staff has prepared an executive summary report of the cost of service results using the 2022 budget numbers. Figure 13in the executive summary sets forth in summary form the cost of service (budget) and anticipated revenues (rates) by service area as set forth below.

After the October Finance & Audit meeting, Figure 13 was updated with the "business as usual" rate approach discussed during the October Finance & Audit committee meeting; therefore, Figure 13 (as show below) is slightly different than originally presented.

Figure 1: Cost of Service Results

Customer	<u>C</u>	ost of Service		2022 Projected Revenue	COS Recovery
Retail	۲.	25 667 725	۲	25 446 025	000/
Des Moines Inside City	\$	35,667,735	\$	35,416,935	99%
Des Moines Outside City		1,742,288		927,795	53%
Total: Retail	\$	37,410,023	\$	36,344,730	97%
Full Service					
Polk County	\$	6,527,361	\$	6,805,176	104%
Runnells		169,239		185,228	109%
Cumming		107,179		114,643	107%
Alleman		102,860		112,598	109%
Pleasant Hill Inside City		2,729,498		2,866,650	105%
Pleasant Hill Outside City		6,069		5,372	89%
PCRWD		167,124		140,009	84%
Berwick		239,958		154,459	64%
Windsor Heights		884,875		1,010,907	114%
Less: Future FS Capital Costs		(2,078,771)			
Total: Full Service	\$	8,855,392	\$	11,395,041	129%
Wholesale - PC					
Altoona	\$	73,185	\$	27,709	38%
Ankeny		5,181,221		5,754,434	111%
Bondurant		480,504		517,252	108%
Clive		2,232,495		1,925,838	86%
Norwalk		976,459		886,719	91%
Waukee		1,928,972		1,653,357	86%
Urbandale		5,532,005		4,585,999	83%
Warren Rural Water		1,656,224		1,764,195	107%
West Des Moines		3,497,655		2,553,937	73%
Xenia		1,793,667		2,008,977	112%
Polk City		405,351		300,190	74%
Total: Wholesale - PC	\$	23,757,739	\$	21,978,607	93%
Wholesale with Storage					
West Des Moines - Storage	\$	111,400	\$	42,346	38%
Johnston		2,990,417		3,345,464	112%
Water Development Co		51,786		70,570	136%
Total: Wholesale with Storage	\$	3,153,603	\$	3,458,380	110%
Total: Utility	\$	73,176,757	\$	73,176,757	100%

Staff will distribute the cost of service report to wholesale and Total Service customers once accepted by the Board of Trustees.

A motion was made by Ms. Munns, and seconded by Ms. Huppert, to accept and file the Cost of Service Study as presented. Upon roll-call vote, the motion was adopted with each member of the Board voting in favor of the motion.

Approval of Proposed 2022 Water Rates

Proposed 2022 water rates were presented.

Wholesale Rates

Two options were presented for wholesale rates: 1) "Raftelis Recommended Rate Approach", where wholesale rates include a volume rate plus a meaningful fixed fee component based on each customer's projected maximum day demand to recover capital costs and 2) "Business as Usual", where wholesale rates recover costs solely on the basis of a single volumetric rate. After discussion and in consideration of customer comments related to the timing of adopting a Raftelis recommended rate structure in relation to critical regionalization efforts, staff recommended the "business as usual" approach for 2022 wholesale rates. However, if regionalization does not occur or has not been finalized by the time rates are approved for 2023, staff will recommend the full Raftelis approach for 2023 rates.

In light of Cost of Service results also discussed at Finance & Audit, staff recommends a 15% increase in the wholesale Purchased Capacity rate, and a 0% increase in the wholesale With Storage rate.

Retail Rates

Staff recommends a 3% rate increase for Des Moines and most other retail customers, with a few exceptions. Based on Cost of Service cost recovery percentages, staff recommends a 10% increase for Outside City customers, and 7% increases for customers in the PCRWD#1 and Berwick service areas. Staff recommends no increases in capital improvement fees or water availability charges for 2022. Water rates and capital improvement fees by customer class are summarized in the attachment. Water availability charges by customer class and meter size are also summarized. Proposed rates will take effect April 1, 2022.

A motion was made by Ms. Huppert, seconded by Ms. Munns to approve the proposed rates as presented to be effective for all water bills issued on or after April 1, 2022, and to direct staff to publish the adopted rates as provided by law as follows:

Commercial (Step 2)		2021 Rate Per	2022 Rate Per			Dollar Monthly Avg. Hon	
Des Moines Inside City Residential (Step 1) \$5.19 \$5.35 \$0.16 33% \$0.60 \$1.20							
Residential (Step 1) \$5.19 \$5.35 \$0.16 3% \$0.60 \$1.20		Gallons	Gallons	Increase	Increase	3,750 gal	7,500 gal
Commercial (Step 2) 3.49 3.59 0.10 3% Industrial (Step 3) 2.68 2.76 0.08 3% Capital Improvement Fee Step 1 \$0.25 \$0.25 \$0.00 0% Step 2 0.17 0.17 0.00 0% Step 3 0.13 0.13 0.00 0% Residential (Step 1) \$5.64 \$6.20 \$0.56 10% Commercial (Step 2) 4.24 4.66 0.42 10% Industrial (Step 3) 3.03 3.33 0.30 10% Polk County Residential (Step 1) \$10.23 \$10.54 \$0.31 3% Capital Improvement Fee Step 1 \$1.50 \$1.50 \$0.00 0% Step 3 0.15 \$3% Capital Improvement Fee Step 1 \$1.50 \$1.50 \$0.00 0% Step 3 0.71 0.71 0.00 0% Pleasant Hill Residential (Step 1) \$9.51 \$9.80 \$0.29 3% \$1.09 \$2.18 Commercial (Step 2) 8.03 8.27 0.24 3% Outside City 16.31 16.80 0.49 3% \$1.84 \$3.68 Capital Improvement Fee \$0.00 0.00 0% Pleasant Hill Residential (Step 2) \$0.20 0.00 0% \$0.00 \$0.00 Polk County \$0.00 \$0.00 \$0.00 \$0.00 Pleasant Hill \$0.00 \$0.00 \$0.00 \$0.00 Residential (Step 2) \$0.20 \$0.20 \$0.20 \$0.00 \$0.00 Pleasant Hill \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 Portion Heights \$5.29 \$5.45 \$0.16 3% \$0.60 \$1.20 Capital Improvement Fee \$0.00 \$0.00 \$0.00 \$0.00 PCRWD #1 \$4.80 \$5.14 \$0.34 7% \$1.28 \$2.55 Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water \$9.33 9.61 0.28 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.00 \$2.40 Cumming \$8.87 \$9.14 \$0.27 3% \$1.00 \$2.40 Cumming \$8.87 \$9.14 \$0.27 3% \$1.20 \$2.40 Cumming \$8.87 \$9.14 \$0.27 3% \$1.20 \$2.40 Cumming \$8.87 \$9.14 \$0.27 3% \$1.20 \$2.40 Cumming \$0.50 \$0.00 \$0.00 \$0.00 \$0.00 Cumming \$0.50 \$0.00 \$0.00 Cumming \$0.50 \$0.00 \$0.00 Cummin				****	•••	***	41.00
Industrial (Step 3)						\$0.60	\$1.20
Capital Improvement Fee Step 1 S0.25 \$0.25 \$0.00 0% \$0.00 \$0.00							
Step 1		2.68	2.76	0.08	3%		
Step 2		****	***	50.00	00/	\$0.00	***
Step 3						\$0.00	\$0.00
Des Moines Outside City Residential (Step 1) \$5.64 \$6.20 \$0.56 10% \$2.10 \$4.20							
Residential (Step 1) S5.64 S6.20 S0.56 10% \$2.10 \$4.20 Commercial (Step 2)	-	0.13	0.13	0.00	0%		
Commercial (Step 2)	-						
Industrial (Step 3) 3.03 3.33 0.30 10%		-	-			\$2.10	\$4.20
Off Peak 2.63 2.89 0.26 10%							
Polk County Residential (Step 1) \$10.23 \$10.54 \$0.31 3% \$1.16 \$2.32							
Residential (Step 1)	Off Peak	2.63	2.89	0.26	10%		
Commercial (Step 2)	Polk County						
Industrial (Step 3)	Residential (Step 1)	\$10.23	\$10.54		3%	\$1.16	\$2.32
Capital Improvement Fee Step 1 \$1.50 \$1.50 \$0.00 0% \$0.00 \$0.00		6.26	6.45	0.19			
Step 1	Industrial (Step 3)	4.88	5.03	0.15	3%		
Step 2 0.92 0.92 0.00 0%	Capital Improvement Fee						
Step 3 0.71 0.71 0.00 0%	Step 1	\$1.50	\$1.50	\$0.00	0%	\$0.00	\$0.00
Pleasant Hill	Step 2	0.92	0.92	0.00	0%		
Residential (Step 1) \$9.51 \$9.80 \$0.29 3% \$1.09 \$2.18	Step 3	0.71	0.71	0.00	0%		
Residential (Step 1) \$9.51 \$9.80 \$0.29 3% \$1.09 \$2.18							
Commercial (Step 2) 8.03 8.27 0.24 3% Outside City 16.31 16.80 0.49 3% \$1.84 \$3.68 Windsor Heights \$5.29 \$5.45 \$0.16 3% \$0.60 \$1.20 Capital Improvement Fee 2.00 2.00 0.00 0% \$0.00 \$0.00 PCRWD #1 \$4.80 \$5.14 \$0.34 7% \$1.28 \$2.55 Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40		\$9.51	\$9.80	\$0.29	3%	\$1.09	\$2.18
Outside City 16.31 16.80 0.49 3% \$1.84 \$3.68 Windsor Heights \$5.29 \$5.45 \$0.16 3% \$0.60 \$1.20 Capital Improvement Fee 2.00 2.00 0.00 0% \$0.00 \$0.00 PCRWD #1 \$4.80 \$5.14 \$0.34 7% \$1.28 \$2.55 Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40						42.02	42.22
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Capital Improvement Fee 2.00 2.00 0.00 \$0.00 \$0.00 PCRWD #1 \$4.80 \$5.14 \$0.34 7% \$1.28 \$2.55 Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40				\$0.16	30/	\$0.60	\$1.20
PCRWD #1 \$4.80 \$5.14 \$0.34 7% \$1.28 \$2.55 Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40							
Berwick \$4.00 \$4.28 \$0.28 7% \$1.05 \$2.10 Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40							
Runnells Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40							
Water \$8.60 \$8.86 \$0.26 3% \$0.97 \$1.95 Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40	Berwick	\$4.00	\$4.28	\$0.28	7%	\$1.05	\$2.10
Waste Water 9.33 9.61 0.28 3% \$1.05 \$2.10 Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40							
Cumming \$8.87 \$9.14 \$0.27 3% \$1.01 \$2.03 Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40						\$0.97	\$1.95
Alleman \$10.53 \$10.85 \$0.32 3% \$1.20 \$2.40	Waste Water	9.33	9.61	0.28	3%	\$1.05	\$2.10
	Cumming	\$8.87	\$9.14	\$0.27	3%	\$1.01	\$2.03
Wholesale	Alleman	\$10.53	\$10.85	\$0.32	3%	\$1.20	\$2.40
	Wholesale						
Purchased Capacity \$2.68 \$3.08 \$0.40 15%	Purchased Capacity	\$2.68	\$3.08	\$0.40	15%		
With Storage 4.57 \$4.57 \$0.00 0%	With Storage	4.57	\$4.57	\$0.00	0%		

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

<u>Proposed 2022 Budget – Establish Public Hearing as the Date of the November 2020 Board Meeting</u>

The Board conducts a public hearing on its annual budget each year before considering its adoption. A motion was made by Ms. Huppert, seconded by Mr. Aschbrenner, to establish the date of a Public Hearing on the Proposed 2022 Budget as the date of the November 2021 Board meeting and to direct staff to publish notice of such public hearing as set forth in the Des Moines Water Works Board Policy Manual. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Resolution Authorizing the Redemption of Outstanding Water Revenue Refunding Bonds, Series 2012A, dated October 30, 2012

DMWW issued \$4,605,000 water revenue refunding bonds, 2012A Series, on October 30, 2012. These bonds mature on December 1, 2025 and are subject to optional (early) redemption on December 1, 2021. The remaining principal for redemption is \$600,000. Staff and DMWW's Municipal Advisor, Maggie Burger, Speer Financial, Inc. recommend redemption of the bonds.

Trustee Diane Munns introduced the following Resolution and moved that the same be adopted. Trustee Joel Aschbrenner seconded the motion to adopt the following resolution:

RESOLUTION AUTHORIZING THE REDEMPTION OF OUTSTANDING WATER REVENUE REFUNDING BONDS, SERIES 2012A, OF THE CITY OF DES MOINES, STATE OF IOWA, DATED OCTOBER 30, 2012, AND DIRECTING NOTICE BE GIVEN

WHEREAS, the Board of Water Works Trustees of the City of Des Moines, State of Iowa, (hereinafter referred to as the "Issuer") did by resolution dated October 23, 2012, authorize the issuance of \$4,605,000 Water Revenue Refunding Bonds, Series 2012A, (the "Bonds") dated October 30, 2012; and

WHEREAS, the Bonds are redeemable in any order of their numbering on December 1, 2021 or any date thereafter upon giving notice in the manner provided in the resolution authorizing the issuance of the Bonds; and

WHEREAS, it is deemed necessary and advisable that \$600,000 be so redeemed on December 1, 2021 and notice of redemption be given according to the terms of the resolution authorizing issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, STATE OF IOWA:

Section 1. That outstanding Water Revenue Refunding Bonds, Series 2012A, dated October 30, 2012, in the principal amount of \$600,000, be and the same are hereby redeemed as of December 1, 2021.

Section 2. The Issuer has available funds to service all remaining obligations related to these Bonds. Accordingly, as of the redemption date authorized herein, the remaining mandatory tax provisions for the Bonds, as contained in the "RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$4,605,000

WATER REVENUE REFUNDING BONDS, SERIES 2012A, OF THE CITY OF DES MOINES, STATE OF IOWA, UNDER THE PROVISIONS OF THE CITY CODE OF IOWA, AND PROVIDING FOR A METHOD OF PAYMENT OF THE BONDS", dated October 23, 2012, on file with the Polk County Auditor are hereby rescinded.

Section 3. The Registrar and Paying Agent, the Chief Financial Officer of the Issuer, is hereby authorized and directed to cause notice of such redemption be given not less than thirty (30) days prior to the redemption date and to cause notice of redemption to be provided to the registered owners of the Bonds (DTC).

Section 4. The Chief Financial Officer is hereby authorized and directed to cause to be deposited in a separate fund sum sufficient to pay all principal and interest on the redeemed Bonds to the date of redemption and to notify the Issuer's dissemination agent to post the Notice of Redemption to the MSRB's website (EMMA) in searchable PDF format for the refunded Bonds in accordance with the Continuing Disclosure Certificate for the Bonds.

Section 5. That the form of such notice be substantially as follows:

NOTICE OF THE CALL OF BONDS FOR REDEMPTION TO THE HOLDERS OF THE FOLLOWING DESCRIBED BONDS:

Please take notice that the Bonds described below have been called for redemption. Owners of the Bonds should present their Bonds for payment on the redemption date.

Issuer: Board of Water Works Trustees of the City of Des Moines, State of Iowa

Original Issue Amount: \$4,605,000

Bond Issue: Water Revenue Refunding Bonds, Series 2012A

Dated Date: October 30, 2012

Redemption Date: December 1, 2021

Redemption Price: Par, plus accrued interest

Bonds Called for Redemption

CUSIP	Bond	Principal	Interest	Maturity
<u>Numbers</u>	<u>Numbers</u>	<u>Amount</u>	<u>Rate</u>	<u>Date</u>
250152 GD1	10	\$500,000	2.000%	December 1, 2022
250152 GE9	11	\$100,000	2.125%	December 1, 2023

No representation is made as to the accuracy of the CUSIP numbers printed herein or on the Bonds.

This represents a full call of the outstanding obligations. All interest will cease to accrue on the Redemption Date.

CHIEF FINANCIAL OFFICER, Des Moines Water Works, Iowa

(End of Notice)

A roll-call vote was taken and the vote was,

AYES: Joel Aschbrenner, Andrea Boulton, Graham Gillette,

Susan Huppert, and Diane Munns

NAYS: None

Whereupon, the Chairperson declared the measure duly adopted.

Resolution Authorizing the Redemption of Outstanding Water Revenue Refunding Bonds, Series 2012B, dated October 30, 2012

DMWW issued \$39,400,000 water revenue refunding bonds, 2012B Series, on October 30, 2012. These bonds mature on December 1, 2025 and are subject to optional (early) redemption on December 1, 2021. The remaining principal for redemption is \$12,350,000. Approximately 70% of the 2012B bonds are the responsibility of wholesale customers who purchased capacity in DMWW's Core Network and participated in the bond issuance to pay for their purchased capacity.

Staff and DMWW's Municipal Advisor, Maggie Burger, Speer Financial, Inc. recommend redemption of the 2012B bonds. Wholesale participants to the bonds wish to participate in and fund their respective portions of redemption, as demonstrated by resolutions passed by the participant governing bodies as presented to the Board. Participants will remit their redemption amounts to DMWW by November 19.

Trustee Susan Huppert introduced the following Resolution and moved that the same be adopted. Trustee Andrea Boulton seconded the motion to adopt the following resolution:

RESOLUTION AUTHORIZING THE REDEMPTION OF OUTSTANDING WATER REVENUE REFUNDING BONDS, SERIES 2012B, OF THE CITY OF DES MOINES, STATE OF IOWA, DATED OCTOBER 30, 2012, AND DIRECTING NOTICE BE GIVEN

WHEREAS, the Board of Water Works Trustees of the City of Des Moines, State of Iowa, (hereinafter referred to as the "Issuer") did by resolution dated October 23, 2012, authorize the issuance of \$39,400,000 Water Revenue Refunding Bonds, Series 2012B, (the "Bonds") dated October 30, 2012; and

WHEREAS, the Bonds are redeemable in any order of their numbering on December 1, 2021 or any date thereafter upon giving notice in the manner provided in the resolution authorizing the issuance of the Bonds; and

WHEREAS, it is deemed necessary and advisable that \$12,350,000 be so redeemed on December 1, 2021 and notice of redemption be given according to the terms of the resolution authorizing issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, STATE OF IOWA:

Section 1. That outstanding Water Revenue Refunding Bonds, Series 2012B, dated October 30, 2012, in the principal amount of \$12,350,000, be and the same are hereby redeemed as of December 1, 2021.

Section 2. The Issuer has available funds to service all remaining obligations related to these Bonds. Accordingly, as of the redemption date authorized herein, the remaining mandatory tax provisions for the Bonds, as contained in the "RESOLUTION AUTHORIZING AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$39,400,000 WATER REVENUE REFUNDING BONDS, SERIES 2012B, OF THE CITY OF DES MOINES, STATE OF IOWA, UNDER THE PROVISIONS OF THE CITY CODE OF IOWA, AND PROVIDING FOR A METHOD OF PAYMENT OF THE BONDS", dated October 23, 2012, on file with the Polk County Auditor are hereby rescinded.

Section 3. The Registrar and Paying Agent, the Chief Financial Officer of the Issuer, is hereby authorized and directed to cause notice of such redemption be given not less than thirty (30) days prior to the redemption date and to cause notice of redemption to be provided to the registered owners of the Bonds (DTC).

Section 4. The Chief Financial Officer is hereby authorized and directed to cause to be deposited in a separate fund sum sufficient to pay all principal and interest on the redeemed Bonds to the date of redemption and to notify the Issuer's dissemination agent to post the Notice of Redemption to the MSRB's website (EMMA) in searchable PDF format for the refunded Bonds in accordance with the Continuing Disclosure Certificate for the Bonds.

Section 5. That the form of such notice be substantially as follows:

NOTICE OF THE CALL OF BONDS FOR REDEMPTION TO THE HOLDERS OF THE FOLLOWING DESCRIBED BONDS:

Please take notice that the Bonds described below have been called for redemption. Owners of the Bonds should present their Bonds for payment on the redemption date.

Issuer: Board of Water Works Trustees of the City of Des Moines, State of Iowa Original Issue Amount: \$39,400,000

Bond Issue: Water Revenue Refunding Bonds, Series 2012B

Dated Date: October 30, 2012

Redemption Date: December 1, 2021

Redemption Price: Par, plus accrued interest

Bonds Called for Redemption

CUSIP Numbers	Bond <u>Numbers</u>	Principal <u>Amount</u>	Interest <u>Rate</u>	Maturity <u>Date</u>
250152 GQ2	10	\$3,295,000	3.000%	December 1, 2022
250152 GR0	11	\$3,405,000	3.000%	December 1, 2023
250152 GS8	12	\$3,520,000	3.000%	December 1, 2024
250152 GT6	13	\$2,130,000	3.000%	December 1, 2025

No representation is made as to the accuracy of the CUSIP numbers printed herein or on the Bonds.

This represents a full call of the outstanding obligations. All interest will cease to accrue on the Redemption Date.

CHIEF FINANCIAL OFFICER, Des Moines Water Works, Iowa

(End of Notice)

A roll-call vote was taken and the vote was.

AYES: Joel Aschbrenner, Andrea Boulton, Graham Gillette,

Susan Huppert, and Diane Munns

NAYS: None

Whereupon, the Chairperson declared the measure duly adopted.

Acceptance of Highway G14 Feeder Main

Mr. Corrigan reported that all work associated with the Highway G14 Feeder Main contract has been satisfactorily completed.

A motion was made by Mr. Aschbrenner, seconded by Ms. Munns, to accept the Highway G14 Feeder Main, completed by On Track Construction, LLC, in the amount of \$1,270,023.70. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Award Joint Eastside Booster Station Hypochlorite Feed System

A Public Hearing was opened by Chairperson Gillette for comments from the public regarding the form of contract, plans and specifications, and estimated cost for the Joint Eastside Booster Station Hypochlorite Feed System project. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Mr. Aschbrenner for adoption of the form of contract, plans and specifications, and estimated cost for the Project as prepared. The motion was seconded by Ms. Boulton. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

An analysis of the bids received was presented and considered.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, to award the Joint Eastside Booster Station Hypochlorite Feed System Contract to C.L. Carroll Co., Inc., in the amount of \$202,000, and authorize the Chairperson and CEO and General Manager to execute the contract. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Request Authorization to Solicit Bids for L. P. Moon Pumping Station – Pump No. 8 and Establish the Date of the Public Hearing as the Date of the November 2021 Board Meeting The L. P. Moon Pumping Station consists of a total of six pumps. Each is capable of pumping water from the storage reservoir at a nominal rate of 2,700 gallons per minute. Three of the pumps are dedicated to delivering water to the distribution systems of Clive, West Des Moines, and Waukee. The other three pumps are dedicated to delivering water to the distribution systems of Urbandale and the Xenia Rural Water District. The original design of the L. P. Moon Pumping Station was configured to provide for adding a future fourth pump to the Clive, West Des Moines, and Waukee system and for adding a future fourth pump to the Urbandale and the Xenia Rural Water Association system. Water demand for the Clive, West Des Moines and Waukee system has increased to the point that demand may not be met if one of the existing three pumps that provide water to that system unexpectedly failed or required repairs. Staff believes it would be prudent to install a fourth pump, in the Pump No. 8 position, to serve as a back-up pump for the Clive, West Des Moines, and Waukee system, with the costs to be shared as agreed among the interested parties.

A motion was made by Ms. Munns, seconded by Ms. Huppert, to authorize staff to solicit bids for L. P. Moon Pumping Station – Pump No. 8 and establish the date of Public Hearing as the date of the November 2021 Board meeting and direct staff to publish notice as provided by law. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Polk County Water and Land Legacy Bond

At the September 28, 2021, Board meeting representatives from Polk County Water and Land Legacy made a presentation and requested that the Board endorse and financially support their upcoming bond referendum. The Iowa Code prohibits the Board from expending public money to expressly advocate for the passage or defeat of a ballot measure. However, the Board may pass a resolution in support of the ballot measure. To that end, and based on the Board's comments generally expressing support for the measure, the following resolution was offered for the Board's consideration:

WHEREAS, the Board of Water Works Trustees of the City of Des Moines, Iowa, considers conservation, preservation and protection of the water resources of the State of Iowa, including Polk County, to be vital to its mission of delivering safe, affordable and abundant water to customers; and

WHEREAS, the Board believes the proposed Polk County Water and Land Legacy Bond, which is to be submitted to the voters of Polk County on November 2, 2021, will advance the goals of conservation, preservation and protection of the water resources of Polk County

BE IT RESOLVED, that the Board of Water Works Trustees of the City of Des Moines, Iowa does hereby endorse the concept of, and proclaim its support for the concept of, the proposed Polk County Water and Land Legacy Bond.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, to pass the above resolution in support of the Polk County Water and Land Legacy Bond. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Legal Services

Proposals to provide Des Moines Water Works legal services were requested from legal firms across the metro area. Proposals were received from five firms. The Board's Finance and Audit Committee, in addition to the CEO and CFO, served as the review committee for the legal services proposals.

The committee recommends that the Board continue with the firm of Dickinson, Mackaman, Tyler & Hagen, P.C. and designate John Lande as legal counsel to the Board of Water Works Trustees of the City of Des Moines, Iowa, given the following considerations:

- Excellent quality of legal counsel currently being provided
- Ease of accessibility to utility's primary contact
- Continuity in and availability to the numerous years of utility records maintained by current counsel
- Absence of any conflicts of interest

The committee also recommends that a process be implemented for annual review of legal services including feedback from the Board and that legal services proposals be sought at regular intervals not to exceed five years.

A motion was made by Ms. Huppert, seconded by Ms. Munns, designating John Lande of the firm of Dickinson, Mackaman, Tyler & Hagen, P.C., as legal counsel to the Board of Water Works Trustees of the City of Des Moines, Iowa, effective January 1, 2022. Upon roll-call vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Regionalization Discussion

Mr. Corrigan provided an update on regionalization efforts to the Board.

There was no action needed or taken on this agenda item.

Board Committee Reports

The following reports were provided:

- Planning Committee No meeting held in October.
- Finance and Audit Committee A meeting was held on October 12, 2021, as reflected in the minutes thereof. Mr. Aschbrenner offered no additional comments.
- Customer Relations Committee No meeting held in October.
- Bill Stowe Memorial Mr. Gillette had no update to report.
- Greater Des Moines Botanical Garden Mr. Gillette shared that the Botanical Garden has approved a new financial/partnership agreement with the City of Des Moines.
- Des Moines Water Works Park Foundation Board There was no update provided.

<u>Drake University Research Update</u>

Mr. Peter Levi and Ms. Alyssa Gerhardt provided an update on the research that Drake University's Environmental Science & Sustainability department has been conducting on water quality in Iowa's rivers.

Staff Updates

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

CEO and General Manager's Comments

Mr. Corrigan reported that Iowa State University and the Iowa Corn Growers Association have been active on social media, encouraging people to be thoughtful about their nutrient applications due the amount of nitrogen that has been left in the watershed due to the drought this year.

<u>Adjournment</u> – Meeting adjourned by unanimous consent.

5:37 p.m. adjourned

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

Tuesday, November 2, 2021 3:30 p.m.

Present (or Participating by Video or Audio Conference Link):
Board Members: Ms. Andrea Boulton and Ms. Diane Munns

Staff Members: Pat Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Amy

Kahler, Mike McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, and

Michelle Watson

Also in Attendance: Melissa Walker (MW Media Consultants, LLC)

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

1. DMWW Strategic Plan

Mr. Corrigan presented the DMWW 2021 Strategic Plan, a proposed framework to guide the Utility for the next five years. There has been exceptional level of engagement from the community and other stakeholders, who have provided valuable insights and helped identify the priorities that are most important to our customers, and the community at large. Together with the leadership of our Senior Management Team, DMWW has developed an ambitious, but achievable plan, which will allow us to overcome both current and future challenges. It represents our pathway forward and we look forward to launching it and building a stronger, more diverse Utility.

2. DMWW Rules & Regulations Update

Ms. Puffer and Ms. Sarcone provided an overview of proposed changes and clarifications to the DMWW Water Service Rules and Regulations for 2022. Some of the more significant changes being proposed include: (1) adding language requiring a customer aggrieved by the application of the Rules and Regulations to seek an appeal with DMWW before commencing any action in court; (2) changing the bond amount for a plumbing contractor performing work on the DMWW distribution system; (3) stating that DMWW may refuse to accept backflow test reports from technicians or companies that have a pattern of failing to provide timely, complete, legible, consistent, or accurate reports; (4) requiring a larger size of conduit be installed for running wire for the meter reading equipment to the outside of the building; and (5) providing a new fee for unauthorized operation of a valve. 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 2021. Staff proposes that these revisions, including the revised fees, become effective on January 1, 2022, after consideration and approval by the Board.

3. CEO and General Manager's Comments

Mr. Corrigan shared that nitrate concentrations in the Raccoon River have begun climbing with the recent rain. DMWW was granted \$164,000 in low-income assistance funds for the month of October, which helped 358 customers (approximately \$450 per customer) who have been unable to pay their bills.

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

Meeting adjourned at 4:24 p.m.

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

November 9, 2021 3:30 p.m.

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

Board Members: Mr. Joel Aschbrenner

Staff Members: Pat Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Amy Kahler, Mike

McCurnin, Jenny Puffer, Laura Sarcone, Jennifer Terry, and Michelle

Watson

Also in attendance: Melissa Walker (MW Media Consultants, LLC)

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

1. <u>Departmental Budget Overview</u>

Department Directors gave an overview of their respective departments' budgets, highlighting variances from 2021 to 2022.

2. CEO and General Manager's Comments

Mr. Corrigan advised that DMWW is watching the OSHA COVID vaccination requirements and is preparing to comply with whatever rules are established. Staff is working with our federal government affairs firm (Woodberry Associates) to better understand and establish eligibility for Federal Infrastructure Funding.

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

Meeting adjourned at 4:13 p.m.

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

STATEMENT OF NET POSITION

Below are summaries of financial position and activity for the month of October 2021:

Summary Net Position (in millions)

	Oct 31, 2021	Dec 31, 2020
Cash	\$25.2	\$18.6
Invested Cash	5.0	5.0
Accounts Receivable	11.0	13.0
Operating Reserves	12.3	12.3
Revenue Bond Reserves	11.1	4.9
Other Assets	4.4	5.1
Fixed Assets	569.2	569.2
Less: Accumulated Depreciation	<u>(213.8)</u>	(203.1)
Net Fixed Assets	355.4	366.1
Construction in Progress	<u>17.4</u>	<u>5.7</u>
Total Assets	<u>441.7</u>	430.5
Deferred Outflows of Resources	8.0	8.0
Total Assets & Deferred Outflows		
of Resources	<u>449.7</u>	<u>438.5</u>
Current Liabilities	12.8	21.5
Long-Term Liabilities	52.5	52.6
Other Liabilities	<u>1.9</u>	<u>1.9</u>
Total Liabilities	67.3	76.0
Deferred Inflows of Resources	7.3	7.3
Net Position	<u>375.1</u>	<u>355.2</u>
Total Liabilities, Deferred Inflows		
of Resources & Net Position	<u>449.7</u>	<u>438.5</u>

STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	October	Year to date	Year to date
	2021	2021	2020
Operating Revenue	\$ 7.0 million	\$ 70.0 million	\$ 64.9 million
Operating Expenses	\$ 5.1 million	\$ 50.1 million	\$ 47.8 million
Other Income (Expense)	\$ (0.0) million	\$ 0.0 million	\$ (0.3) million
Net Earnings	\$ 1.9 million	\$ 19.9 million	\$ 16.7 million

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

OPERATING EXPENSES
Year-to-Date Ending October 31, 2021 and 2020

			% of			% of
	Y	TD Oct 2021	Total	Y	TD Oct 2020	Total
Labor	\$	13,522,055	34%	\$	13,326,347	34%
Benefits		7,482,898	19%		7,396,567	19%
Purchased Services		6,549,264	17%		6,928,424	18%
Materials and Equipment		2,970,721	8%		3,218,972	8%
Chemicals		4,266,854	11%		4,186,104	11%
Utilities/Telephone		2,786,236	7%		2,681,541	7%
Insurance		1,159,659	3%		852,934	2%
Postage		332,367	1%		366,331	1%
Other		336,190	1%		374,147	1%
	\$	39,406,244	100%	\$	39,331,367	100%

CHANGES IN INVESTMENTS

	Change from Prior Month	Average Annual Return
Bond Reserves	\$3,311,159	0.13%
Operating Reserves	(\$7,983)	0.29%
Invested Operating Cash	(\$189)	0.03%

Comments

Pension fund investments increased by \$1.3 million for the month of October 2021. The pension fund balance as of October 31, 2021, was \$63.8 million.

PROJECT EXPENSES

Total expenditures for operating projects through October 2021 were approximately \$39.4 million or 78% of the operating budget. Overall expenditures on capital projects were approximately \$11.7 million or 33% of the capital budget.

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

		2021		2020	Change		
ASSETS Cash							
Petty Cash	\$	1,900	\$	2,900			
Interest Bearing Cash		25,175,780	•	18,574,544			
Total	\$	25,177,680	\$	18,577,444	\$	6,600,236	
Invested Cash							
Operating							
Cash on Hand	\$	5,000,551	\$	17,148			
U.S. Government Securities Total	\$	5,000,551	\$	4,947,393 4,964,541	\$	36,009	
	*	2,000,000	•	1,000,000	*	,	
Accounts Receivable							
Accounts Receivable	\$	8,487,979	\$	10,455,389			
Accounts Receivable Unbilled		2,451,278		2,451,278			
Accrued Interest Receivable	\$	12,242 10,951,499	\$	44,966 12,951,633	\$	(2.000.435)	
Total	Ф	10,951,499	Ф	12,951,633	Ф	(2,000,135)	
Reserves (Invested)							
Operating \(\tilde{\text{Upper}} \)							
Cash On Hand	\$	3,251,999	\$	2,219,105			
U.S. Government Securities		9,001,662	_	10,049,749	_	(4= 404)	
Total	\$	12,253,660	\$	12,268,854	\$	(15,194)	
Revenue Bond Reserves (Invested)							
Cash on Hand	\$	6,702,657	\$	454,372			
U.S. Government Securities		4,400,000		4,441,998			
Total	\$	11,102,657	\$	4,896,370	\$	6,206,287	
Other Assets							
Materials in Stock Accounts	\$	4,052,185	\$	3,528,943			
Water Receivable Long-Term		156,414		327,217			
Prepaid Insurance		28,615		935,434			
Prepaid Expense		183,722		270,012			
Accum Unrealized Gain/(Loss) Invest Total	\$	(1,748) 4,419,189	\$	(2,213) 5,059,394	\$	(640,205)	
I Ulai	φ	4,419,109	φ	5,059,594	φ	(040,203)	

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

	2021			2020	Change		
ASSETS-CONTINUED							
Fixed Assets							
Land & Right of Way	\$	8,208,369	\$	8,208,369			
Structures and Machinery		165,875,283		165,875,283			
Water Supply System		59,372,828		59,372,828			
Urbandale Booster System		509,687		509,687			
Pipelines		266,459,469		266,459,469			
Meters		31,700,015		31,700,015			
Laboratory Equipment		786,078		786,078			
Distribution Equipment		1,361,239		1,361,239			
Mobile Equipment		3,795,095		3,795,095			
Vehicles		2,968,974		2,968,974			
Office Equipment		1,341,093		1,341,093			
MIS Equipment		26,823,802		26,823,802			
Total	\$	569,201,931	\$	569,201,931			
Accumulated Depreciation		(213,784,901)		(203,104,998)			
Construction in Progress	\$	17,370,702		5,691,558			
Total Fixed Assets	\$	372,787,731	\$	371,788,491	\$	999,240	
TOTAL ASSETS	\$	441,692,967	\$	430,506,729	\$	11,186,238	
DEFERRED OUTFLOWS OF RESOURCES							
Deferred Charge on Bond Refunding	\$	515,916	\$	515,916			
Pension Related Amounts	Ψ	7,511,696	Ψ	7,511,696			
Total	\$	8,027,612	\$	8,027,612	\$	-	
	•		-	• •	•		
TOTAL ASSETS & DEFERRED OUTFLOWS							
OF RESOURCES	\$	449,720,579	\$	438,534,341	\$	11,186,238	

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

		2021		2020		Change
LIABILITIES						
Current Liabilities						
Accounts Payable	\$	292,465	\$	2,952,917		
Construction Payables		1,684,471		7,486,462		
Salaries and Wages Payable		806,877		958,028		
Accrued Leave		3,974,240		3,974,240		
State Tax Payable		166,337		178,017		
Work Comp Reserves		449,260		449,260		
Revenue Bond Interest Payable		206,367		41,196		
Revenue Bonds Payable Current		3,832,000		3,832,000		
Deferred Revenue - Current		120,430		722,580		
Billing Service Deposits		1,244,102		907,277		
Unclaimed Refunds		9,424		9,089		
Total	\$	12,785,973	\$	21,511,067	\$	(8,725,094)
Long Term Liabilities						
Revenue Bond Payable	\$	13,620,166	\$	13,620,166		
Deferred Revenue		2,502,356		2,502,356		
Pension Liability		17,568,986		17,568,986		
Other Post-Employment Benefit Liability		18,793,745		18,793,745		
Other Non-Current Liabilities		32,859		80,925		
Total	\$	52,518,112	\$	52,566,178	\$	(48,066)
Other Liabilities						
Deposits by Consumers	\$	1,949,319	\$	1,893,792		
Project H2O		254		2,020		
Miscellaneous Liabilities		(1,014)		1,811		
Total	\$	1,948,559	\$	1,897,624	\$	50,935
TOTAL LIABILITIES	\$	67,252,644	\$	75,974,869	\$	(8,722,225)
DEFERRED INFLOWS OF RESOURCES						
Pension Related Amounts	\$	5,199,586	\$	5,199,586		
Other Post-Employment Benefit Amounts	·	2,122,572	•	2,122,572		
Total	\$	7,322,158	\$	7,322,158	\$	-
NET POSITION	\$	375,145,778	\$	355,237,315	\$	19,908,463
	•	, ,	•	, ,	٠	, ,
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION	\$	449,720,579	\$	438,534,341	\$	11,186,238

Des Moines Water Works Statement of Earnings and Retained Earnings For the Month Ended October 31, 2021, the Ten Months Ending October 31, 2021 and the Ten Months Ending October 31, 2020

ODERATING DEVENUE	Cu	rrent Month 2021	Y	ear-To-Date 2021		Yearly Budget 2021	 Actual vs. Budget Variance	Y	ear-To-Date 2020		ear-To-Date Current vs. Prior Year
OPERATING REVENUE Water Sales Sewer Services - Runnells Late Fees Billed Debt Service Other Sales and Services Billing Services Revenue Land Use Revenue Connection Fees Purchase Capacity Cash Discount and Refunds	\$	6,130,180 7,660 18,336 199,551 202,602 175,826 13,422 173,215 60,215	\$	63,206,152 80,532 320,997 1,995,508 1,518,008 1,491,040 156,463 613,003 602,150 2,317	\$	68,511,078 87,400 320,000 2,414,693 2,974,184 1,887,383 245,000 600,000	\$ (5,304,926) (6,868) 997 (419,185) (1,456,176) (396,343) (88,537) 13,003 602,150 2,317	\$	57,370,448 80,191 272,932 1,994,759 2,198,033 1,426,268 142,640 806,217 599,021 2,282	\$	5,835,704 341 48,065 749 (680,025) 64,772 13,823 (193,214) 3,129 35
Total Operating Revenues	\$	6,981,133	\$	69,986,170	\$	77,039,738	\$ (7,053,568)	\$	64,892,791	\$	5,093,379
OPERATING EXPENSES Labor Benefits Retirement Benefits Postage Telephone Insurance Casualty Loss Loss on Bad Accounts Purchased Services Training Materials and Equipment Chemicals Utilities Gasoline/Fuel Total Operating Expense	\$	1,210,040 456,356 509,828 32,750 25,827 99,197 1,100 (1,409) 649,672 6,776 352,521 345,593 317,772 18,568 4,024,591	\$	13,522,055 3,279,268 4,203,630 332,367 217,476 1,159,659 109,988 (17,918) 6,549,264 49,375 2,970,721 4,266,854 2,568,760 194,745 39,406,244	\$	17,143,482 3,839,474 5,104,162 490,900 285,500 1,440,000 150,000 9,804,921 162,390 3,745,252 5,264,024 2,972,976 235,818 50,738,899	\$ 3,621,427 560,206 900,532 158,533 68,024 280,341 (9,988) 167,918 3,255,657 113,015 774,531 997,170 404,216 41,073 11,332,655	\$	13,326,347 3,113,803 4,282,764 366,331 247,642 852,934 28,461 143,387 6,928,424 15,003 3,218,972 4,186,104 2,433,899 187,296 39,331,367	\$	(195,708) (165,465) 79,134 33,964 30,166 (306,725) (81,527) 161,305 379,160 (34,372) 248,251 (80,750) (134,861) (7,449) (74,877)
Depreciation Expense	\$	1,065,403		10,679,903		12,844,080	2,164,177		8,486,302		(2,193,601)
Net Income from Operations		1,891,139		19,900,023		13,456,759	6,443,264		17,075,122		2,824,901
Other Income (Expense): Capital Contributions Contributions From Subdividers Investment Income Net Change - Investment Values Interest Expense / Amortization Gain/Loss on Fixed Assets Other Income/Expense Other Income (Expense), net	\$	43,136 - 942 (11,844) (41,196) - - (8,962)	\$	446,230 - 81,257 (107,084) (411,963) - - - 8,440	\$	174,290 - (493,583) - - (319,293)	\$ 446,230 - (93,033) (107,084) 81,620 - - 327,733	\$	114,574 50,573 (499,596) - - (334,449)	\$	446,230 - (33,317) (157,657) 87,633 - - 342,889
Net Earnings	\$	1,882,177	\$	19,908,463	\$	13,137,466	\$ 6,770,997	\$	16,740,673	\$	3,167,790
Retained Earnings, January 1		,,	\$	355,237,315	Ť	-,,	 -, -,	\$	329,461,785	_	-, - ,
Ending Retained Earnings			\$	375,145,778				<u> </u>	346,202,458		
č č			<u> </u>								

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

BOND RESERVES

	Balance at 9/30/2021	Additions	Deductions	Balance at 10/31/2021
Cash on Hand	\$3,387,340	3,316,425	1,108	\$6,702,657
U.S. Government Securities	4,404,158	-	4,158	4,400,000
Total Bond Reserves	\$7,791,498	\$3,316,425	\$5,266	\$11,102,657

The average annual interest earned was 0.13%.

INVESTED RESERVES

	Balance at 9/30/2021	Additions	Deductions	Balance at 10/31/2021
Operating Cash on Hand	\$3,254,984	80	3,065	\$3,251,999
U.S. Government Securities	9,006,659	<u>-</u>	4,997	9,001,662
Total Invested Reserves	\$12,261,643	\$80	\$8,063	\$12,253,660

The average annual interest earned was 0.29%.

INVESTED OPERATING CASH

	Balance at 9/30/2021	Additions	Deductions	Balance at 10/31/2021
Operating Cash on Hand	\$5,000,740	123	313	\$5,000,551
U.S. Government Securities	0	-	-	0
Total Invested Reserves	\$5,000,740	\$123	\$313	\$5,000,551

The average annual interest earned was 0.03%.

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

PENSION FUND

	Balance 1/1/2021	Transfers, Expenses & Deposits	Benefit Payments	Investment Return	Balance at 10/31/2021	YTD % Return
Fixed Income		•	•			
Mellon Capital Mgmt - Bond Market Index	6,969,733	3,335,751	(3,014,174)	(120,797)	7,170,513	-1.89%
Neuberger Berman / Mellon / DDJ - High Yield I	2,434,418	(35,784)		93,839	2,492,473	3.83%
Principal Global Investors - Income	20,926,821	868,104	18,576	(326,180)	21,487,321	-1.52%
Large U.S. Equity						
Principal Global Investors - Equity Income	6,706,117	(787,899)		1,205,854	7,124,071	18.72%
Principal Global Investors - Large Cap S&P 500 Index	4,049,150	(622,040)		916,130	4,343,240	23.69%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,696,765	(909,395)		1,424,007	7,211,376	22.21%
Small/Mid U.S. Equity						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	991,613	(97,874)		173,793	1,067,532	17.96%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	488,129	(113,551)		137,023	511,602	30.80%
AB / Brown / Emerald - Small Cap Growth I	494,522	(26,328)		57,980	526,175	11.96%
LA Capital Mgmt / Victory - Mid Cap Value I	979,917	(208,530)		252,023	1,023,409	27.73%
International Equity						
Causeway / Barrow Hanley - Overseas	2,666,330	(614,035)		302,834	2,355,129	11.41%
Principal Global Investors / DFA - International Small Cap	1,792,775	(879,822)		181,289	1,094,241	12.67%
Principal Global Investors - Diversified International	4,069,158	1,086,818		371,687	5,527,664	8.78%
Origin Asset Management LLP - Origin Emerging Markets	1,792,680	82,974		(34,507)	1,841,147	-1.95%
Total Principal Financial	\$ 61,058,128	\$ 1,078,388 \$	(2,995,598) \$	4,634,974 \$	63,775,892	7.74%

Project Costs by Department - Summary Year to Date ended October 31, 2021

83% of Year Completed

			Yearly Budget	Budget Adjustment /	Net Yearly 2021		
0 "		YTD Actual	2021	Carry Over	Budget	Variance	% of Budget
Operating	Office of the CEO/General Manager	\$1,121,316	\$1,455,957	\$0	\$1,455,957	\$334,641	77%
	Customer Service	\$3.566.835	\$4.798.359	\$0	\$4,798,359	\$1.231.524	74%
	Engineering	\$1,510,647	\$2,260,408	\$0 \$0	\$2,260,408	\$749.761	67%
	Finance	\$3,558,582	\$4,549,037	\$0	\$4,549,037	\$990,455	78%
	Human Resources	\$592.153	\$750.326	\$0	\$750.326	\$158.173	79%
	Information Technology	\$2.473.229	\$3.062.908	\$6,494	\$3.069.402	\$596.173	81%
	Office of the Chief Operating Officer	\$2,698,219	\$3,259,666	\$0	\$3,259,666	\$561,447	83%
	Water Distribution	\$7,060,443	\$8,996,648	\$0	\$8,996,648	\$1,936,205	78%
	Water Production	\$16,824,822	\$21,605,590	\$40,000	\$21,645,590	\$4,820,768	78%
	Total Operating	\$39,406,244	\$50,738,899	\$46,494	\$50,785,393	\$11,379,148	78%
Capital							
	Office of the CEO/General Manager	\$0	\$0	\$0	\$0	\$0	No Budget
	Customer Service	\$780,378	\$1,361,003	\$0	\$1,361,003	\$580,625	57%
	Engineering	\$9,327,567	\$19,924,726	\$11,046,866	\$30,971,592	\$21,644,025	30%
	Finance	\$0	\$0	\$0	\$0	\$0	No Budget
	Human Resources	\$0	\$0	\$0	\$0	\$0	No Budget
	Information Technology	\$195,818	\$280,463	\$0	\$280,463	\$84,645	70%
	Office of the Chief Operating Officer	\$0	\$0	\$0	\$0	\$0	No Budget
	Water Distribution	\$636,454	\$1,162,040	\$0	\$1,162,040	\$525,586	55%
	Water Production	\$782,031	\$1,779,342	\$484,887	\$2,264,229	\$1,482,198	35%
	Total Capital	\$11,722,248	\$24,507,575	\$11,531,753	\$36,039,327	\$24,317,079	33%
Total Project	Costs	\$51,128,491	\$75,246,474	\$11,578,247	\$86,824,721	\$35,696,228	59%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Office of the CEO/General Manager

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating	N D : 0 " 0 " D	400.750	#70.000	40	#70.000	0.17 500	700/
950-200	New Business, Community & Economic Dev	\$60,753	\$78,289	\$0	\$78,289	\$17,536	78%
996-001	CEO Department Administration	\$474,314	\$342,684	\$0	\$342,684	(\$131,630)	138%
996-030	Board Activities	\$213,412	\$603,538	\$0	\$603,538	\$390,126	35%
996-200	Business Strategies	\$185,948	\$225,840	\$0	\$225,840	\$39,892	82%
996-210	Project Management	\$109,625	\$50,276	\$0	\$50,276	(\$59,349)	218%
995-010	Public Policy - WS Advocate	\$77,264	\$155,330	\$0	\$155,330	\$78,066	50%
	Total Operating	\$1,121,316	\$1,455,957	\$0	\$1,455,957	\$334,641	77%
	OCEO Capital						
	Total Capital	\$0	\$0	\$0	\$0	\$0	\$0
Total Office of	of CEO/General Manager	\$1,121,316	\$1,455,957	\$0	\$1,455,957	\$334,641	77%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Customer Service

		YTD Actual	Yearly Budget 2021	Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating				•	-		
950-001	Cust Svc Dept Administration	\$1,560,238	\$2,048,002	\$0	\$2,048,002	\$487,764	76%
950-100	Contact Center Operations	\$822,795	\$1,176,578	\$0	\$1,176,578	\$353,783	70%
950-300	Communications/PR	\$188,772	\$202,081	\$0	\$202,081	\$13,309	93%
950-600	Field Customer Service	\$995,029	\$1,371,698	\$0	\$1,371,698	\$376,669	73%
	Total Operating	\$3,566,835	\$4,798,359	\$0	\$4,798,359	\$1,231,524	74%
Capital							
955-060	Field Cust Svc Capital	\$777,288	\$1,361,003	\$0	\$1,361,003	\$583,715	57%
955-100	Contact Center Capital	\$368	\$0	\$0	\$0	(\$368)	No Budget
925-160	Radio Frequency Project	\$2,721	\$0	\$0	\$0	(\$2,721)	No Budget
	Total Capital	\$780,378	\$1,361,003	\$0	\$1,361,003	\$580,625	57%
Total Custom	ner Service	\$4,347,213	\$6,159,362	\$0	\$6,159,362	\$1,812,149	71%

DES MOINES WATER WORKS Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Engineering

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating 940-001	Engineering Dept Administration	\$1,434,240	\$1,558,508	\$0	\$1,558,508	\$124,268	92%
940-010	Engineering Studies	\$76,406	\$701,900	\$0	\$701,900	\$625,494	11%
	Total Operating	\$1,510,647	\$2,260,408	\$0	\$2,260,408	\$749,761	67%
Capital							
945-010	Facility Management	\$635,282	\$3,106,382	\$1,506,270	\$4,612,652	\$3,977,370	14%
945-011	West Des Moines ASR	\$38	\$0	\$0	\$0	(\$38)	No Budget
945-080	WMR - Des Moines	\$2,895,740	\$5,575,711	\$1,768,000	\$7,343,711	\$4,447,971	39%
945-090	WMR - Polk County	\$108,898	\$3,263,490	\$900,000	\$4,163,490	\$4,054,592	3%
945-095	WMR - Windsor Heights	\$11,657	\$15,000	\$600,000	\$615,000	\$603,343	2%
945-100	WMR - Pleasant Hill	\$1,177,316	\$1,791,323	\$0	\$1,791,323	\$614,007	66%
945-180	Raw Water McMullen	\$433,125	\$745,373	\$703,040	\$1,448,413	\$1,015,288	30%
945-200	Development Plan Review & Inspection	\$291,517	\$364,007	(\$6,494)	\$357,513	\$65,996	82%
945-210	Core Network Feeder Mains	\$2,560	\$0	\$0	\$0	(\$2,560)	No Budget
945-220	Fleur Drive Treatment Plant	\$2,076,780	\$4,342,203	\$3,881,050	\$8,223,253	\$6,146,473	25%
945-225	McMullen Treatment Plant	\$0	\$0	\$0	\$0	\$0	No Budget
945-228	Saylorville Water Treatment Plant	\$174,593	\$658,657	\$215,000	\$873,657	\$699,064	20%
945-230	Remote Facilities - Pumping & Storage	\$58,333	\$0	\$50,000	\$50,000	(\$8,333)	117%
945-235	Joint NW Storage, PS and Feeder Mains	\$945,001	\$33,162	\$1,430,000	\$1,463,162	\$518,161	65%
945-245	Joint SW Storage, PS and Feeder Mains	\$496,148	\$29,418	\$0	\$29,418	(\$466,730)	1687%
945-250	Waukee-Xenia Feeder Main & Pump Station	\$20,579	\$0	\$0	\$0	(\$20,579)	No Budget
	Total Capital	\$9,327,567	\$19,924,726	\$11,046,866	\$30,971,592	\$21,644,025	30%
Total Engine	ering	\$10,838,213	\$22,185,134	\$11,046,866	\$33,232,000	\$22,393,787	33%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Finance

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating	_			•			
930-001	Finance Dept Administration	\$921,982	\$1,153,596	\$0	\$1,153,596	\$231,614	80%
930-010	Financial Services	\$1,674,550	\$2,097,598	\$0	\$2,097,598	\$423,048	80%
930-090	Purchasing	\$78,621	\$83,661	\$0	\$83,661	\$5,040	94%
950-410	A/R Management	\$669,895	\$887,746	\$0	\$887,746	\$217,851	75%
970-010	Central Stores	\$85,555	\$126,437	\$0	\$126,437	\$40,882	68%
970-500	GDMBG Operations and Maintenance	\$127,978	\$199,999	\$0	\$199,999	\$72,021	64%
	Total Operating	\$3,558,582	\$4,549,037	\$0	\$4,549,037	\$990,455	78%
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	<u>-</u>	\$3,558,582	\$4,549,037	\$0	\$4,549,037	\$990,455	78%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Human Resources

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating				-			
910-001	HR Dept Administration	\$231,729	\$274,771	\$0	\$274,771	\$43,042	84%
910-010	Employee Relations	\$181,797	\$237,733	\$0	\$237,733	\$55,936	76%
910-060	Employment	\$55,042	\$52,765	\$0	\$52,765	(\$2,277)	104%
910-110	Compensation/Benefits	\$98,632	\$126,168	\$0	\$126,168	\$27,536	78%
910-150	Employee Learning & Growth	\$24,953	\$58,889	\$0	\$58,889	\$33,936	42%
	Total Operating	\$592,153	\$750,326	\$0	\$750,326	\$158,173	79%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$592,153	\$750,326	\$0	\$750,326	\$158,173	79%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Information Technology

Total Information Technology

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
920-001	IT Dept Administration	\$567,987	\$727,515	\$0	\$727,515	\$159,528	78%
920-160	Technical Services	\$187,037	\$277,674	\$0	\$277,674	\$90,637	67%
920-240	IT Development & Application Svcs	\$19,914	\$67,756	\$0	\$67,756	\$47,843	29%
920-250	IT Services	\$1,048,640	\$1,218,308	\$6,494	\$1,224,802	\$176,162	86%
920-350	System Services	\$649,652	\$771,655	\$0	\$771,655	\$122,003	84%
	Total Operating	\$2,473,229	\$3,062,908	\$6,494	\$3,069,402	\$596,173	81%
Capital							
925-010	Info Systems Capital	\$195,818	\$280,463	\$0	\$280,463	\$84,645	70%
	Total Capital	\$195.818	\$280.463	\$0	\$280.463	\$84.645	70%

\$3,343,371

\$6,494

\$3,349,865

\$680,818

80%

\$2,669,047

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Office of the Chief Operating Officer

				Budget			
			Yearly Budget	Adjustment /	Net Yearly 2021		
		YTD Actual	2021	Carry Over	Budget	Variance	% of Budget
Operating				•			
993-000	OCOO Dept Administration	\$58,631	\$51,859	\$0	\$51,859	(\$6,772)	113%
960-510	Risk & Incident Management	\$631,372	\$846,150	\$0	\$846,150	\$214,778	75%
910-240	Safety	\$141,069	\$250,570	\$0	\$250,570	\$109,501	56%
970-060	Grounds Maintenance	\$508,067	\$752,006	\$0	\$752,006	\$243,939	68%
	Department Operating	\$1,339,138	\$1,900,585	\$0	\$1,900,585	\$561,447	70%
960-511	Flood Response & Repairs	\$0	\$0	\$0	\$0	\$0	No Budget
970-060	Grounds Maintenance - PILOT	\$1,359,081	\$1,359,081	\$0	\$1,359,081	\$0	100%
	Total Operating	\$2,698,219	\$3,259,666	\$0	\$3,259,666	\$561,447	83%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Office	of the COO	\$2,698,219	\$3,259,666	\$0	\$3,259,666	\$561,447	83%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Water Distribution

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
960-001	Water Dist Dept Administration	\$3,034,546	\$3,878,675	\$0	\$3,878,675	\$844,129	78%
960-010	Distribution Administration	\$100,331	\$109,662	\$0	\$109,662	\$9,331	91%
960-100	Dist System Maint/Repairs	\$2,472,480	\$2,881,596	\$0	\$2,881,596	\$409,116	86%
960-160	Water Distribution Support	\$385,718	\$540,292	\$0	\$540,292	\$154,574	71%
960-180	Leak Detection	\$579,897	\$679,311	\$0	\$679,311	\$99,414	85%
960-250	Distribution Billed Services	\$356,443	\$689,034	\$0	\$689,034	\$332,591	52%
960-500	Distribution Water Quality	\$131,028	\$218,078	\$0	\$218,078	\$87,050	60%
	Total Operating	\$7,060,443	\$8,996,648	\$0	\$8,996,648	\$1,936,205	78%
Capital	· -						
965-010	Distribution System Improvements	\$621,731	\$1,134,340	\$0	\$1,134,340	\$512,609	55%
965-025	Dist Billed Services Capital	\$7,730	\$19,300	\$0	\$19,300	\$11,570	40%
965-200	Leak Detection Equipment	\$6,993	\$8,400	\$0	\$8,400	\$1,407	83%
	Total Capital	\$636,454	\$1,162,040	\$0	\$1,162,040	\$525,586	55%
Total Water [Distribution	\$7,696,897	\$10,158,688	\$0	\$10,158,688	\$2,461,791	76%

Project Costs by Department - Summary Year to Date ended October 31, 2021 83% of Year Completed

Water Production

				Budget			
			Yearly Budget	Adjustment /	Net Yearly 2021		
		YTD Actual	2021	Carry Over	Budget	Variance	% of Budget
Operating							_
970-110	Facility Maintenance	\$462,922	\$579,077	\$0	\$579,077	\$116,155	80%
970-200	Vehicle Maintenance	\$783,149	\$1,031,156	\$0	\$1,031,156	\$248,007	76%
970-360	Communication Sys Maintenance	\$15,272	\$48,222	\$0	\$48,222	\$32,950	32%
970-450	HVAC Operations & Maintenance	\$103,708	\$136,347	\$0	\$136,347	\$32,639	76%
980-001	Water Production Dept Admin	\$3,218,018	\$3,837,608	\$0	\$3,837,608	\$619,590	84%
980-010	Water Production Operations	\$911,954	\$1,053,107	\$0	\$1,053,107	\$141,153	87%
980-020	Fleur Treatment Chem/Energy	\$4,898,451	\$5,771,359	\$0	\$5,771,359	\$872,908	85%
980-030	McMullen Treatment Chem/Energy	\$1,958,372	\$3,059,618	\$0	\$3,059,618	\$1,101,246	64%
980-040	Saylorville Treatment Chem/Energy	\$699,670	\$1,025,131	\$0	\$1,025,131	\$325,461	68%
980-200	Fleur Plant Maintenance	\$1,281,470	\$1,823,563	\$0	\$1,823,563	\$542,093	70%
980-250	McMullen Plant Maintenance	\$338,397	\$519,243	\$40,000	\$559,243	\$220,846	61%
980-300	Saylorville Plant Maintenance	\$342,887	\$519,067	\$0	\$519,067	\$176,180	66%
980-350	WP Maintenance Oversight	\$123,397	\$208,270	\$0	\$208,270	\$84,873	59%
980-410	Louise P. Moon Pumping & Maint.	\$412,336	\$512,756	\$0	\$512,756	\$100,420	80%
980-420	PC PS Maintenance	\$122,491	\$150,142	\$0	\$150,142	\$27,651	82%
980-430	DM Remote Storage & Pumping	\$545,924	\$631,990	\$0	\$631,990	\$86,066	86%
980-500	Routine Laboratory Monitoring	\$533,591	\$563,490	\$0	\$563,490	\$29,899	95%
980-530	Source Water Quality	\$72,814	\$135,444	\$0	\$135,444	\$62,630	54%
	Total Operating	\$16,824,822	\$21,605,590	\$40,000	\$21,645,590	\$4,820,768	78%
Capital							
985-010	Water Production Reinvestment	\$509,348	\$964,427	\$192,887	\$1,157,314	\$647,966	44%
975-010	Vehicle Capital	\$272,683	\$814,915	\$292,000	\$1,106,915	\$834,232	25%
	Total Capital	\$782,031	\$1,779,342	\$484,887	\$2,264,229	\$1,482,198	35%
Total Water I	Production	\$17,606,853	\$23,384,932	\$524,887	\$23,909,819	\$6,302,966	74%

Consent Agenda Item 1-C

MONTHLY SCHEDULE FOR THE MONTH OF OCTOBER 2021

ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	8,053,645.33
EMPLOYEE PAYROLL	Bi Weekly Payrolls	1,137,982.53
TOTAL		\$9,191,627.86

Check No.	Paid to:	<u>Description</u>	Amount
4870	Treasurer State of Iowa	Iowa State Sales Tax Payable	\$91,399.00
4899	Treasurer State of Iowa	Iowa State Sales Tax Payable	81,754.00
4969	Treasurer State of Iowa	Iowa Water Excise Tax Payable	133,775.00
4991	Treasurer State of Iowa	Iowa Water Excise Tax Payable	124,165.00
11811	ADP, LLC	Purchased Services	8,745.65
100121	Des Moines Water Works Credit Union	Credit Union Payable	33,057.00
101521	Des Moines Water Works Credit Union	Credit Union Payable	33,207.00
102921	Des Moines Water Works Credit Union	Credit Union Payable	33,298.00
103121	Discovery Benefits	Flex Spending - Reimbursements	736.66
211001	Principal Life Insurance	Deferred Compensation Payable	56,605.09
211015	Principal Life Insurance	Deferred Compensation Payable	57,266.15
211029	Principal Life Insurance	Deferred Compensation Payable	57,327.64
256361	AFSCME	Union Dues Payable	70.42
256362	AFSCME Local 3861-3	Union Dues Payable	2,491.98
256363	Acme Tools	Inventory	529.74
256364	Airgas North Central	Vehicle Maintenance Materials	107.54
256365	Alex Veach	Safety Clothing	476.96
256366	Amazon Capital Services Inc	Materials & Supplies	459.55
256367	CFI Tire Service	Vehicle Maintenance Materials	1,966.00
256368	CMI	Purchased Services	80.86
256369	CPI International	Inventory	1,821.62
256370	Canon Financial Services INC	Printing & Copies	2,473.44
256371	Capital City Equipment Company	Purchased Services	145.00
256372	Capital Sanitary Supply	Inventory	254.72
256373	Carquest	Vehicle Maintenance Materials	891.20
256374	CenturyLink	Telephone Services	102.72
256375	Cintas	Purchased Services	1,872.67
256376	City of Des Moines	Contractors	685.00
256377	Commercial Bag & Supply Co	Inventory	360.92
256378	Construction & Aggregate Products, Inc.	Materials & Supplies	196.00
256379	Copy Systems, Inc.	Printing & Copies	29.62
256380	Core and Main	Inventory	135.73
	Crescent Electric Supply Company	Materials & Supplies	300.00
	Critter Control of Omaha	Purchased Services	248.00
256383	Cross Technologies, Inc.	Contractors	250.50
256384	Dex Media	Advertising	68.00
256385	Dustin Heglin	Safety Glasses	55.00
	EUROFINS Test America Sacramento	Purchased Services	1,965.00
256387	Electrical Engineering & Equipment Co.	Materials & Supplies	699.90
256388	Electronic Engineering Company	Purchased Services	1,374.00
	Erika Hale	Food & Beverages - Utility Event	201.41
	Factory Motor Parts Company	Vehicle Maintenance Materials	778.13
	Ferguson Enterprises, Inc #522	Vehicle Maintenance Materials	68.95
	Fire Hose Direct	Inventory	78.41
	First Choice Coffee	Food & Beverages	571.73
	Fisher Scientific	Inventory	117.81
	Force Fitters	Employee Job Costs	1,812.75
	Grainger, Inc.	Tools	1,095.91
	Graybar Electric Company	Inventory	1,257.97
	HY-VEE	Food & Beverages	474.03
	Hach Chemical Company	Materials & Supplies	801.17
	Home City Ice	Park Materials	297.00
	Industrial Scientific Corporation	Dues and Memberships	2,315.03
	Kansas City Calibration Laboratory	Contractors	121.63
	Larry's Window Service, Inc.	Purchased Services	1,995.00
	MSC Industrial Supply Company	Inventory	167.08
256405	Matt Hoffman	Mileage and Licenses & Certifications	286.33

PAYMENTS FOR OCTOBER, 2021

PeopleSoft Financials Report ID: DWAPR002.sqr

Check No.	Paid to:	Description	Amount
256406	McMaster-Carr Supply Company	Materials & Supplies	1,291.69
256407	Menard's	Materials & Supplies	284.56
256408	Midwest Office Technology, Inc.	Printing & Copies	717.08
256409	Midwest Wheel Companies	Vehicle Maintenance Materials	665.37
256410	Norwalk Ready-Mixed Concrete, Inc.	Concrete	770.00
256411	Novaspect, Inc	Materials & Supplies	1,027.95
256412	O'Halloran International	Vehicle Maintenance Materials	1,097.34
256413	Ottsen Oil Company	Inventory	85.80
256414	Plumb Supply Company	Inventory	100.59
256415	Premier Safety	Inventory	214.28
256416	Protex Central, Inc.	Contractors	1,297.50
256417	Raka	Purchased Services	472.50
256418	Servicemaster - Rice	Purchased Services	367.45
256419	Shane Scott	Training	582.40
256420	Star Equipment, Ltd.	Vehicle Maintenance Materials	380.02
256421	Steffen Truck Equipment Inc.	Vehicle Maintenance Materials	1,091.10
256422	Stetson Building Products	Inventory	361.32
256423		Vehicle Maintenance Materials	279.37
256424	Strauss Security Solutions	Materials & Supplies	1,723.00
256425	Tension Envelope Corporation	Inventory	2,223.75
256426	The Shredder	Purchased Services	87.00
256427	Torgerson Excavating	Plumbing	1,643.00
256428	Total Tool	Inventory	412.67
	Truck Equipment, Inc.	Vehicle Maintenance Materials	94.11
256430	U.S. Autoforce	Vehicle Maintenance Materials	965.66
256431	ULINE	Inventory	274.61
256432	USA Bluebook	Inventory	927.70
	Van Meter Industrial, Inc.	Materials & Supplies	800.40
256434	Verizon Connect NWF, Inc	Vehicle Maintenance Materials	1,748.00
256435	Vessco	Inventory	1,032.55
256436	Advanced Waste Management Systems	Contractors	21,780.81
256437	Air Products	Inventory	3,299.60
256438	American Fence of Iowa	Contractors	3,287.00
256439	Aureon Communications	Telephone Services	3,887.59
	Bankers Trust Company	Corporate Credit Card	10,922.73
256441	CP Solutions Inc.	Inventory	5,219.56
256442	CTI Ready Mix	Concrete	12,190.50
256443	DXP	Materials & Supplies	3,748.85
	Dixie Petro-Chem, Inc.	Inventory	12,118.58
	Douglas K. Oscarson	Consultants	5,184.85
	DuBois Chemicals, INC	Inventory	10,417.61
	Global Security Services	Purchased Services	36,220.65
	Henkel Construction Company	Contractors	144,875.00
	Hill Bros. Asphalt	Asphalt	15,740.00
	IP Pathways, LLC	Data Processing Equipment	24,469.18
	John's Tree Service, Inc.	Contractors	2,650.00
	Mail Services LLC	Postage	30,371.37
	Mid American Energy	Utilities - Electric & Natural Gas	28,148.26
	Mississippi Lime Company	Inventory	55,200.30
	Municipal Supply, Inc.	Inventory	6,936.80
	Neptune Technology Group Inc	Materials & Supplies	16,941.20
	Pitney Bowes Inc.	Purchased Services	8,911.29
	Power Seal	Inventory	3,061.64
	Raccoon Valley Contractors LLC	Contractors	312,851.34
	Renewable Energy Group	Inventory	18,306.91
	Revize Software Systems	Maintenance Contracts	13,800.00
256462	Snyder & Associates, Inc.	Contractors	2,769.36

Check No.	Paid to:	<u>Description</u>	Amount
	Veenstra & Kimm, Inc.	Contractors	15,134.00
256464	Verizon Wireless Messaging Service	Cell Phones	6,531.82
	Voided Check		0.00
	Master Single Payment Vendor	Refunds	72.97
	Master Single Payment Vendor	Refunds	294.63
	Master Single Payment Vendor	Refunds	138.74
	Master Single Payment Vendor	Refunds	222.34
	Master Single Payment Vendor Master Single Payment Vendor	Refunds Refunds	55.49 382.22
	Master Single Payment Vendor Master Single Payment Vendor	Refunds Refunds	26.60
	Master Single Payment Vendor	Refunds	74.39
	Voided Check	retailes	0.00
	Voided Check Voided Check		0.00
	Master Single Payment Vendor	Refunds	61.47
	Master Single Payment Vendor	Refunds	91.26
	Master Single Payment Vendor	Refunds	186.06
	Master Single Payment Vendor	Refunds	48.28
	Master Single Payment Vendor	Refunds	31.76
	Master Single Payment Vendor	Refunds	314.88
	Master Single Payment Vendor	Refunds	575.96
256483	Master Single Payment Vendor	Refunds	70.74
256484	Master Single Payment Vendor	Refunds	87.16
256485	Voided Check		0.00
256486	Master Single Payment Vendor	Refunds	162.54
256487	Voided Check		0.00
256488	Master Single Payment Vendor	Refunds	131.28
256489	Iowa Department of Natural Resources	Purchased Services	175.00
256490	ACCO	Materials & Supplies	1,470.00
256491	Carquest	Vehicle Maintenance Materials	254.36
256492	HDR Engineering	Contractors	9,964.36
256493	Hach Chemical Company	Inventory	6,014.67
	Henkel Construction Company	Contractors	73,862.50
	HomeServe USA	Billing Service Revenue	191,872.35
	IDEXX Laboratories, Inc.	Materials & Supplies	5,408.04
	IXOM Watercare Inc	Contractors	5,819.00
	Innovyze	Materials & Supplies	2,500.00
	J.R. Stelzer Co	Contractors	51,195.50
	Kemira Water Solutions, Inc	Inventory	18,452.82
	MW Media Consultants, LLC	Consultants	4,000.00
	CenturyLink Mail Services LLC	Telephone Services	285.51
	McDonald Supply	Postage Materials & Supplies	8,914.06 3,170.00
	Mississippi Lime Company	Inventory	37,470.22
	Municipal Supply, Inc.	Inventory	16,063.00
	Neptune Technology Group Inc	Inventory	6,927.80
	Polk County	Billing Service Revenue	65,040.44
	Polk County Treasurer	Billing Service Revenue	24,956.97
	Pratum, Inc	Purchased Services	7,050.00
	Synergy Contracting LLC	Contractors	291,290.20
256512	TPx Communications	Contractors	4,693.88
256513	Certified Power, Inc.	Vehicle Maintenance Materials	115.20
256514	USA Bluebook	Inventory	6,004.29
256515	United Rental Trench Safety	Materials & Supplies	8,575.00
256516	United States Geological Survey	Purchased Services	30,853.55
256517	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	39,944.27
256518	Van Meter Industrial, Inc.	Inventory	8,403.15
256519	Verizon Wireless Messaging Service	Cell Phones	4,906.48

Check No.	Paid to:	Description	Amount
256520	Voya Financial	Insurance Withholding	9,346.81
	Warren Water District	Purchased Services	3,317.60
256522	Water/SAC	Subscriptions	3,300.00
256523	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	23,774.26
256524	City Supply Corporation	Materials & Supplies	1,288.90
	Woodland Lake Estate Association	Woodland Lakes Estates Payable	3,172.62
256526	City of Des Moines	Contractors	320.00
256527	Cody Naber	Customer Service Appreciation Meal	74.85
256528	Copycat Prints	Contractors	347.12
256529	Core and Main	Inventory	1,129.71
256530	Corrosion Fluid Products	Inventory	122.89
256531	Cortrol Process Systems	Inventory	855.92
256532	Acme Tools	Inventory	21.84
256533	Des Moines Iron Company	Vehicle Maintenance Materials	1,214.77
256534	Douglas K. Oscarson	Consultants	643.80
256535	Dultmeier Sales LLC	Inventory	39.82
256536	Electrical Engineering & Equipment Co.	Purchased Services	1,132.73
256537	Fastenal Company	Inventory	20.22
256538	Fisher Scientific	Materials & Supplies	490.69
256539	Force Fitters	Materials & Supplies	721.25
256540	Global Industrial Company Inc.	Office Supplies	524.94
256541	Grainger, Inc.	Materials & Supplies	2,429.38
256542	Graybar Electric Company	Inventory	1,068.70
256543	Air-Mach Air Compressor &	Materials & Supplies	385.00
256544	IP Pathways, LLC	Consultants	205.00
256545	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
256546	In The Bag	Food & Beverages	466.95
256547	Iowa Public Radio	Advertising	1,488.00
256548	Jason Turner	Licenses & Certifications	110.00
256549	Jennifer Terry	Materials & Supplies	62.61
	Logan Contractors Supply, Inc.	Inventory	704.40
256551	MSC Industrial Supply Company	Vehicle Maintenance Materials	450.97
256552	McMaster-Carr Supply Company	Inventory	684.98
256553	Megan McDowell Photography	Consultants	909.09
256554	Airgas North Central	Vehicle Maintenance Materials	362.30
256555	Mellen & Associates	Materials & Supplies	788.48
256556	Metro Waste Authority	Purchased Services	105.04
256557	Mid American Energy	Utilities - Electric & Natural Gas	143.99
256558	Mid-States Distributing Company	Vehicle Maintenance Materials	2.85
256559	Midwest Office Technology, Inc.	Printing & Copies	902.55
256560	Midwest Wheel Companies	Vehicle Maintenance Materials	128.09
256561	Nite Owl Printing	Office Supplies	135.00
	O'Halloran International	Vehicle Maintenance Materials	527.39
	Ottsen Oil Company	Inventory	386.38
	Plumb Supply Company	Inventory	207.92
	Allied Electronics	Inventory	151.56
	Pollard Company	Inventory	108.11
	Premier Safety	Inventory	170.61
	Radwell International	Inventory	2,405.84
	Ramco Innovations	Materials & Supplies	746.89
	Revenue Advantage	Purchased Services	950.00
	SCP Science	Materials & Supplies	97.39
	Scott Bierman	Safety Glasses	255.00
	Springer Pest Solutions DSM	Purchased Services	66.00
	Star Equipment, Ltd.	Materials & Supplies	838.19
	Steve Edwards	Safety Boots	62.53
2565/6	Amazon Capital Services Inc	Materials & Supplies	651.15

Check No.	Paid to:	<u>Description</u>	Amount
256577	Storey-Kenworthy Company	Office Supplies	532.09
256578	Straub Corporation	Inventory	1,967.70
256579	Strauss Security Solutions	Purchased Services	1,964.00
256580	Telelanguage, Inc	Purchased Services	875.78
256581	Tierpoint	Consultants	1,211.50
256582	Total Tool	Inventory	509.06
256583	U.S. Autoforce	Vehicle Maintenance Materials	484.77
256584	USA Safety Supply Corp	Inventory	42.05
256585	Utility Equipment Company	Inventory	952.24
256586	Valley Environmental	Purchased Services	145.00
256587	Badger Daylighting	Contractors	1,415.10
256588	Washer Systems of Iowa	Materials & Supplies	227.33
256589	Waste Management of Iowa Inc.	Purchased Services	1,279.83
256590	Waste Solutions of Iowa	Purchased Services	1,430.00
256591	West Des Moines Water Works	Sewer	56.53
256592	Wex Bank	Gasoline	226.33
256593	Ziegler Inc.	Maintenance Contracts	2,189.20
256594	Aclara Technologies, LLC	Inventory	57,792.00
256595	Air Products	Inventory	4,972.35
256596	Aqua Metrology Systems	Contractors	19,950.00
256597	B & C Commercial Cleaning L.C.	Purchased Services	4,600.00
256598	CPI International	Inventory	853.20
256599	Baker Group	Purchased Services	2,908.93
256600	CTI Ready Mix	Concrete	3,113.00
256601	CarbPure	Inventory	26,218.50
256602	Carus Chemical	Inventory	17,532.12
256603	Central Pump and Motor	Purchased Services	3,716.22
256604	Central State Scaffolding	Purchased Services	4,065.00
256605	Chemtrade Chemicals US LLC	Inventory	13,962.40
256606	Cintas	Purchased Services	3,235.04
256607	City of Alleman	Alleman Payable	7,713.28
256608	City of Cumming	Billing Service Revenue	5,913.05
256609	Capital Sanitary Supply	Inventory	531.44
256610	City of Pleasant Hill	Billing Service Revenue	242,860.50
256611	City of Runnells	Billing Service Revenue	5,673.47
256612	City of Windsor Heights	Billing Service Revenue	51,331.35
256613	Crane Sales & Service	Purchased Services	6,143.75
256614	Dixie Petro-Chem, Inc.	Inventory	10,674.61
256615	E.H. Wachs Company	Distribution Equipment	23,941.86
256616	Electric Pump	Contractors	4,622.43
	Evoqua Water Technologies LLC	Materials & Supplies	67,195.50
256618	Gicon Pumps and Equipment	Materials & Supplies	11,367.14
256619	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	20,813.36
256620	Master Single Payment Vendor	Refunds	22.82
	Master Single Payment Vendor	Refunds	168.00
256622	Master Single Payment Vendor	Refunds	113.82
	Master Single Payment Vendor	Refunds	89.69
	Master Single Payment Vendor	Refunds	159.64
	Master Single Payment Vendor	Refunds	108.76
	Master Single Payment Vendor	Refunds	101.12
	Master Single Payment Vendor	Refunds	147.35
	Master Single Payment Vendor	Refunds	17.95
	Master Single Payment Vendor	Refunds	16.36
	Master Single Payment Vendor	Refunds	19.35
	Master Single Payment Vendor	Refunds	63.00
	Master Single Payment Vendor	Refunds	137.09
256633	Master Single Payment Vendor	Refunds	110.49

Check No.	Paid to:	Description	Amount
	Master Single Payment Vendor	Refunds	6.49
256635	Master Single Payment Vendor	Refunds	78.95
256636	Master Single Payment Vendor	Refunds	6.75
256637	Master Single Payment Vendor	Refunds	129.86
256638	Master Single Payment Vendor	Refunds	636.01
	Master Single Payment Vendor	Refunds	59.64
	Master Single Payment Vendor	Refunds	1,051.38
	Master Single Payment Vendor	Refunds	107.32
	Master Single Payment Vendor	Refunds	172.26
	Master Single Payment Vendor	Refunds	144.19
	Master Single Payment Vendor	Refunds	94.61
	Master Single Payment Vendor	Refunds	57.16
	Master Single Payment Vendor	Refunds	230.74
	Master Single Payment Vendor	Refunds	41.49
	Master Single Payment Vendor	Refunds	122.87
	Master Single Payment Vendor	Refunds	13.58
	Master Single Payment Vendor	Refunds	1,757.46
	Master Single Payment Vendor	Refunds	31.47
	Master Single Payment Vendor	Refunds	29.94
	Master Single Payment Vendor	Refunds	156.74
	Master Single Payment Vendor	Refunds	398.62
	Master Single Payment Vendor	Refunds	192.41
	Master Single Payment Vendor	Refunds	24.90
	Master Single Payment Vendor	Refunds	67.38
	Master Single Payment Vendor	Refunds	81.73
	Master Single Payment Vendor	Refunds	61.91
	Master Single Payment Vendor	Refunds	82.31
	Master Single Payment Vendor	Refunds	30.44
	Master Single Payment Vendor	Refunds	146.56
	Master Single Payment Vendor	Refunds	98.67
	Master Single Payment Vendor	Refunds	12.51
	• •	Refunds	148.14
	Master Single Payment Vendor	Refunds	87.99
	Master Single Payment Vendor Master Single Payment Vendor	Refunds	10.98
		Refunds	80.33
	Master Single Payment Vendor		
	Master Single Payment Vendor	Refunds	18.19
	Master Single Payment Vendor	Refunds Refunds	82.62
	Master Single Payment Vendor		15.00
	Master Single Payment Vendor	Refunds	126.89 81.28
	Master Single Payment Vendor	Refunds	
	Master Single Payment Vendor	Refunds	105.46
	Master Single Payment Vendor	Refunds	348.34
	Master Single Payment Vendor	Refunds	118.04
	Master Single Payment Vendor	Refunds	5,151.61
	AFSCME	Union Dues Payable	70.42
	AFSCME Local 3861-3	Union Dues Payable	2,491.98
	AGRILAND FS, INC	Inventory	750.00
	Acme Tools	Tools	657.15
	Ahlers, Cooney, PC	Legal Fees	2,330.50
	Air Products	Inventory	1,881.06
	Amazon Capital Services Inc	Materials & Supplies	31.75
	Applied Industrial Technologies	Vehicle Maintenance Materials	1,822.42
	Bob Brown Chevrolet, Inc.	Vehicle Maintenance Materials	970.25
	Master Single Payment Vendor	Refunds	188.92
	Capital City Equipment Company	Vehicle Maintenance Materials	70.02
	Capital Sanitary Supply	Inventory	368.37
256690	Chuck Christensen	Consultants	1,170.00

Check No.	Paid to:	Description	Amount
256691	Cintas	Purchased Services	1,840.43
256692	City of Des Moines	Contractors	495.00
256693	City of Des Moines	Concrete	952.50
256694	Commonwealth Electric Company	Contractors	865.88
256695	Construction & Aggregate Products, Inc.	Materials & Supplies	183.59
256696	Contractors Rental Company, Inc.	Purchased Services	190.00
256697	Copy Systems, Inc.	Printing & Copies	149.56
256698	Core and Main	Inventory	875.06
256699	Corrosion Fluid Products	Inventory	1,333.10
256700	Cortrol Process Systems	Inventory	850.37
256701	Cross Precision Measurement	Contractors	1,147.13
256702	Dezurik c/o Mellen & Associates	Inventory	267.00
256703	Douglas K. Oscarson	Consultants	310.80
256704	Elkor Technologies, Inc.	Materials & Supplies	121.00
256705	Endress and Hauser	Inventory	767.81
256706	Engineered Thermal Insulation	Purchased Services	198.00
256707	Factory Motor Parts Company	Vehicle Maintenance Materials	68.37
256708	Fastenal Company	Materials & Supplies	676.47
256709	Fisher Scientific	Inventory	516.97
256710	General Fire & Safety Equipment	Materials & Supplies	100.00
256711	Grainger, Inc.	Inventory	2,047.41
256712	Graybar Electric Company	Inventory	958.60
256713	Grimes Asphalt	Asphalt	85.15
	Hawkins Water Treatment Group	Inventory	357.50
256715	IP Pathways, LLC	Data Processing Equipment	1,959.46
256716	Indelco Plastics	Inventory	168.10
256717	Iowa Department of Natural Resources	Purchased Services	95.00
	Iowa Department of Natural Resources	Purchased Services	95.00
256719	JHE BLDRS	Purchased Services	500.00
	Master Single Payment Vendor	Refunds	63.54
	John Lins	Licenses & Certifications	82.00
	Master Single Payment Vendor	Refunds	186.05
	Kryger Glass	Purchased Services	159.90
	MTI Distributing	Vehicle Maintenance Materials	211.91
	McMaster-Carr Supply Company	Inventory	553.48
	Menard's	Materials & Supplies	16.23
	Mesa Products	Inventory	68.10
	Midland Plastics	Vehicle Maintenance Materials	75.00
	Murphy Tractor & Equipment	Vehicle Maintenance Materials	262.19
	P & P Small Engines, Inc.	Materials & Supplies	107.99
	Plumb Supply Company	Inventory	641.23
	Polk County Public Works Dept	Contractors	2,163.00
	Power Process Equipment, Inc.	Inventory	877.65
	Premier Safety	Inventory	1,086.93
	Purna Dahal	Casualty Losses	500.00
	Radwell International Ramco Innovations	Materials & Supplies	1,148.54
		Materials & Supplies	812.99
	Randy Buck	Dues and Memberships Contractors	82.00
	Reppert Rigging & Hauling Co.	Purchased Services	400.00 325.00
	Rick's Towing Robert Allison	Dues and Memberships	323.00 82.00
		•	82.00 82.00
	Ryan Cook Servicemaster Commercial Carpet, Inc.	Dues and Memberships Purchased Services	82.00 880.00
	•	Purchased Services Purchased Services	1,021.00
	Star Equipment, Ltd. State Hygienic Laboratory	Purchased Services Purchased Services	230.00
	Stetson Building Products		348.66
	Master Single Payment Vendor	Inventory Refunds	13.47
230747	master omgre i ayment vendul	Retunus	13.4/

Check No.	Paid to:	Description	Amount
256748	Terry Monk	Dues and Memberships	82.00
256749	Thyssenkrupp Elevator Corporation	Purchased Services	675.92
256750	Total Tool	Inventory	135.10
256751	U.S. Autoforce	Vehicle Maintenance Materials	986.12
256752	UPS	Delivery/Freight	89.21
256753	USA Bluebook	Inventory	1,005.31
256754	Master Single Payment Vendor	Refunds	119.97
256755	Van Meter Industrial, Inc.	Materials & Supplies	1,569.39
256756	Vessco	Inventory	1,215.52
256757	Waste Management of Iowa Inc.	Purchased Services	275.00
256758	Airgas North Central	Tools	2,525.43
256759	Baker Group	Materials & Supplies	11,984.20
256760	Bonnie's Barricades	Contractors	5,942.70
256761	Business Furniture Warehouse	Office Supplies	2,512.00
256762	CTI Ready Mix	Concrete	10,686.00
256763	City of Des Moines	Contracts Payable	715,693.50
256764	Dickinson, Mackaman, Tyler, & Hagen, PC	Legal Fees	14,400.50
256765	Dixie Petro-Chem, Inc.	Inventory	8,982.96
256766	Eurofins Abraxis LLC	Inventory	34,541.36
256767	Gold Standard Diagnostics	Materials & Supplies	6,695.00
256768	Hach Chemical Company	Materials & Supplies	45,922.21
256769	Hill Bros. Asphalt	Asphalt	27,560.00
256770	I'll Do It	Contractors	14,190.00
256771	Iowa Department of Natural Resources	Purchased Services	132,928.57
256772	Kemira Water Solutions, Inc	Inventory	12,055.48
256773	Mail Services LLC	Postage	6,254.72
256774	Mid American Energy	Utilities - Electric & Natural Gas	245,374.20
256775	Mississippi Lime Company	Inventory	33,651.16
256776	Municipal Supply, Inc.	Inventory	28,003.28
256777	Napa Auto Parts	Vehicle Maintenance Materials	2,559.03
256778	Norfolk Southern Railway Company	Contractors	6,378.27
256779	On Track Construction, LLC	Contractors	2,533.59
256780	Progressive Machine Tool	Materials & Supplies	18,396.66
256781	Protex Central, Inc.	Contractors	2,984.50
256782	Treasurer State of Iowa	Unclaimed Refunds	9,012.30
256783	Utility Equipment Company	Inventory	2,525.43
256784	Waldinger Corporation	Contractors	52,570.00
256785	Master Single Payment Vendor	Refunds	149.25
256786	Master Single Payment Vendor	Refunds	160.49
256787	Master Single Payment Vendor	Refunds	9.24
256788	Master Single Payment Vendor	Refunds	175.33
256789	Master Single Payment Vendor	Refunds	57.49
256790	Master Single Payment Vendor	Refunds	50.47
256791	Master Single Payment Vendor	Refunds	131.82
256792	Master Single Payment Vendor	Refunds	86.50
256793	Master Single Payment Vendor	Refunds	74.00
256794	Master Single Payment Vendor	Refunds	142.66
256795	Master Single Payment Vendor	Refunds	125.91
256796	Master Single Payment Vendor	Refunds	34.89
256797	Master Single Payment Vendor	Refunds	237.87
256798	Master Single Payment Vendor	Refunds	504.26
256799	Master Single Payment Vendor	Refunds	24.57
256800	Master Single Payment Vendor	Refunds	167.11
256801	Master Single Payment Vendor	Refunds	139.52
256802	Master Single Payment Vendor	Refunds	48.19
256803	Master Single Payment Vendor	Refunds	97.32
256804	Master Single Payment Vendor	Refunds	85.71

Check No.	Paid to:	Description	Amount
256805	Master Single Payment Vendor	Refunds	116.00
256806	Master Single Payment Vendor	Refunds	84.11
256807	Master Single Payment Vendor	Refunds	80.09
256808	Master Single Payment Vendor	Refunds	85.29
256809	Master Single Payment Vendor	Refunds	129.61
256810	Master Single Payment Vendor	Refunds	175.04
256811	Master Single Payment Vendor	Refunds	154.89
256812	Master Single Payment Vendor	Refunds	62.35
256813	Master Single Payment Vendor	Refunds	71.69
256814	Master Single Payment Vendor	Refunds	51.91
256815	Master Single Payment Vendor	Refunds	22.71
256816	Master Single Payment Vendor	Refunds	19.44
256817	Master Single Payment Vendor	Refunds	121.30
256818	Master Single Payment Vendor	Refunds	130.93
256819	Master Single Payment Vendor	Refunds	46.61
256820	Master Single Payment Vendor	Refunds	117.30
256821	Master Single Payment Vendor	Refunds	27.88
256822	AE Outdoor Power-Urbandale	Vehicle Maintenance Materials	189.95
256823	AT&T Mobility	Cell Phones	94.06
256824	Acme Tools	Materials & Supplies	1,397.65
256825	American Fence of Iowa	Materials & Supplies	230.00
256826	American Toppers/Line-X	Vehicle Maintenance Materials	99.00
256827	AssuredPartners Great Plains LLC	General Insurance Premiums	1,784.00
256828	Betty Neuman & McMahon, PLC	Legal Fees	340.00
	Brad Adams	Dues and Memberships	82.00
256830	CMI	Purchased Services	33.12
	CPI International	Inventory	1,821.62
	CTI Ready Mix	Concrete	2,126.50
	Capital City Equipment Company	Vehicle Maintenance Materials	110.79
	Capital Sanitary Supply	Inventory	62.28
	Carquest	Vehicle Maintenance Materials	170.85
	Central Iowa Ready Mix	Concrete	1,447.50
	Central State Scaffolding	Purchased Services	390.00
	CenturyLink	Telephone Services	115.72
256839	•	Purchased Services	1,709.67
	City Supply Corporation	Materials & Supplies	319.13
	City of Des Moines	Purchased Services	375.00
	City of Des Moines	Licenses & Certifications	410.00
	City of Des Moines	Contractors	1,105.00
	Commercial Bag & Supply Co	Inventory	467.22
	Construction & Aggregate Products, Inc.	Materials & Supplies	56.97
	Consumer Energy	Electrical Power	353.09
	Contract Specialty, L.C.	Park Materials	205.50
	Core and Main	Inventory	750.00
	Corrosion Fluid Products	•	
		Inventory	1,273.96 725.22
	Cortrol Process Systems	Inventory	
	DMACC	Training	1,198.00 96.22
256852		Inventory	
	Daniel Carroll	Licenses & Certifications	72.00
	Des Moines Iron Company Des Moines Wester Works Petty Coch	Vehicle Maintenance Materials	1,257.61
	Des Moines Water Works Petty Cash	Materials & Supplies	950.44
	Donald Miller	Safety Boots	105.91
	Douglas K. Oscarson	Consultants	1,875.90
	Dylan White	Safety Employee Appreciation Donuts	337.46
	Electrical Engineering & Equipment Co.	Materials & Supplies	705.04
	Engineered Thermal Insulation	Purchased Services	1,500.00
256861	Factory Motor Parts Company	Vehicle Maintenance Materials	278.83

26662 Fieldrity Security Life	Check No.	Paid to:	<u>Description</u>	Amount
25666 First Choice Coffbe	256862	Fidelity Security Life	Vision Withholding	1,091.58
25866 Force Fitters Employee Job Costs 99.00 25866 Gilerest Jewett Lumber Company Inventory 118.52 25868 Graybar Ellectric Company Inventory 1.034.49 25868 Graybar Ellectric Company Inventory 1.034.89 25867 Home City Ice Park Materials & Supplies 231.00 256871 Home City Ice Park Materials & Supplies 92.10 256872 Interstate All Hattery Vehicle Maintenance Materials 268.80 256873 Joseph Lake Mileage and Travel for Conference 670.89 256874 John Lins Mileage and Travel for Conference 670.89 256875 Joseph Lake Salety Boots 2450.00 256876 Kansas City Calibration Laboratory Contractors 148.36 256877 Logan Contractors Supply, Inc. Inventory 56.80 256878 MSC Industrial Supply Company Vehicle Maintenance Materials 282.04 256881 McMaster-Carr Supply Company Vehicle Maintenance Materials 242.75 256882 Mernards Vehicle Maintenance Materials 42.75 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 42.75	256863	First Choice Coffee	Food & Beverages	
25686 Gilcrest Lewett Lumber Company	256864	Fisher Scientific	Materials & Supplies	1,834.76
256867 Grainger, Inc. Materials & Supplies 1,809,95 256868 Graybar Electric Company Inventory 1,034,49 256867 Howe City Ice Park Materials 221,100 256871 Interstate All Battery Vehicle Maintenance Materials 228,80 256872 Interstate All Battery Vehicle Maintenance Materials 268,80 256873 Lyff Herzberg Materials & Supplies 59,92 256874 John Lins Mileage and Travel for Conference 670,89 256875 Joseph Lake Safety Boots 245,00 256877 Logan Contractors Supply, Inc. Inventory 568,00 256878 Logan Contractors Supply, Inc. Inventory 568,00 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 225,40 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 227,50 256882 Menard's Vehicle Maintenance Materials 218,56 256882 Menard's Vehicle Maintenance Materials 218,56 256882 Menard's Vehicle Maintenance Materials 42,75 256883 Orbell, Part of & Equipment Vehicle Maintenance Materials 42,73	256865	Force Fitters	Employee Job Costs	99.00
256868 Graybar Electric Company	256866	Gilcrest Jewett Lumber Company	Inventory	118.52
256868 Graybar Electric Company	256867	Grainger, Inc.	Materials & Supplies	1,869.95
25680 HY-VEE		•	**	1,034.49
256871 Image Solutions Materials & Supplies 92.10 256872 Interstate All Battery Vehicle Mantenance Materials 26.88 256873 Juff Herzberg Materials & Supplies 59.92 256874 John Lins Mileage and Travel for Conference 67.89 256875 Loseph Lake Safety Boots 245.00 256877 Logan Contractors Supply, Inc. Inventory 56.80 256878 July Prichand Safety Clothing 53.49 256879 July Prichand Safety Clothing 53.49 256870 MIC Industrial Supply Company Vehicle Maintenance Materials 282.04 256881 McMaster-Cart Supply Company Inventory 617.98 256882 Menards Vehicle Maintenance Materials 218.66 256883 Mylphy Tactor & Equipment Vehicle Maintenance Materials 218.66 256885 Mylphy Tactor & Equipment Vehicle Maintenance Materials 239.98 256885 OReilly Auto Parts Vehicle Maintenance Materials 239.98 256885 OReilly Auto Parts Vehicle Maintenance Materials 135.91 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.10	256869	HY-VEE	Food & Beverages	186.92
256872 Interstace All Battery Vehicle Maintenance Materials 26,88,90 256874 John Lins Mileage and Travel for Conference 670,89 256875 Joseph Lake Salety Boots 245,00 256876 Kansas City Calibration Laboratory Contractors 143,36 256877 Logan Contractors Supply, Inc. Inventory 568,00 256878 Lyle Pritchard Safety Clothing 53,49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 282,04 256880 MTI Distributing Vehicle Maintenance Materials 282,04 256881 MeMaster-Car Supply Company Inventory 617,98 256882 Menard's Vehicle Maintenance Materials 218,56 256884 Officially Attor Dates Vehicle Maintenance Materials 427,75 256886 Officially Attor Dates Vehicle Maintenance Materials 452,78 256886 Officially Attor Dates Vehicle Maintenance Materials 452,78 256886 Officially Attor Dates Vehicle Maintenance Materials 135,95 256887 P. P. Small Engines, Inc. Vehicle Maintenance Materials 135,95 256889 Promes Safety Inventory 171,	256870	Home City Ice	Park Materials	231.00
256872 Interstace All Battery Vehicle Maintenance Materials 26,88,90 256874 John Lins Mileage and Travel for Conference 670,89 256875 Joseph Lake Salety Boots 245,00 256876 Kansas City Calibration Laboratory Contractors 143,36 256877 Logan Contractors Supply, Inc. Inventory 568,00 256878 Lyle Pritchard Safety Clothing 53,49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 282,04 256880 MTI Distributing Vehicle Maintenance Materials 282,04 256881 MeMaster-Car Supply Company Inventory 617,98 256882 Menard's Vehicle Maintenance Materials 218,56 256884 Officially Attor Dates Vehicle Maintenance Materials 427,75 256886 Officially Attor Dates Vehicle Maintenance Materials 452,78 256886 Officially Attor Dates Vehicle Maintenance Materials 452,78 256886 Officially Attor Dates Vehicle Maintenance Materials 135,95 256887 P. P. Small Engines, Inc. Vehicle Maintenance Materials 135,95 256889 Promes Safety Inventory 171,	256871	Image Solutions	Materials & Supplies	92.10
256874 John Lins Mileage and Travel for Conference 670.89 256875 Joseph Lake Safety Boots 245.00 256876 Kansas City Calibration Laboratory Contractors 143.36 256877 Logan Contractors Supply, Inc. Inventory 568.00 256878 Lyle Pritchard Safety Clothing 33.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 28.20 256881 McDistributing Vehicle Maintenance Materials 28.20 256882 Menard's Vehicle Maintenance Materials 218.56 256883 McMphy Tractor & Equipment Vehicle Maintenance Materials 452.78 256884 Chilloran International Vehicle Maintenance Materials 452.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 452.78 256886 O'Reilly Auto Parts Vehicle Maintenance Materials 135.90 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.90 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.90 256888 Plumb Supply Company Inventory 1,31.64 256890 Practical Farmers of lowa Purchased Services		-	**	268.80
256874 John Lins Mileage and Travel for Conference 670.89 256875 Joseph Lake Safety Boots 245.00 256876 Kansas City Calibration Laboratory Contractors 143.36 256877 Logan Contractors Supply, Inc. Inventory 568.00 256878 Lyle Pritchard Safety Clothing 33.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 28.20 256881 McDistributing Vehicle Maintenance Materials 28.20 256882 Menard's Vehicle Maintenance Materials 218.56 256883 McMphy Tractor & Equipment Vehicle Maintenance Materials 452.78 256884 Chilloran International Vehicle Maintenance Materials 452.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 452.78 256886 O'Reilly Auto Parts Vehicle Maintenance Materials 135.90 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.90 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.90 256888 Plumb Supply Company Inventory 1,31.64 256890 Practical Farmers of lowa Purchased Services	256873	Jeff Herzberg	Materials & Supplies	59.92
256876 Kansas City Calibration Laboratory Contractors 148.36 256877 Logan Contractors Supply, Inc. Inventory 568.00 256878 Lyde Prichard Safety Clothing 53.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 282.04 256881 McMaster-Cart Supply Company Inventory 617.98 256882 Menards Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256883 Offilly Auto Parts Vehicle Maintenance Materials 427.78 256885 Offilly Auto Parts Vehicle Maintenance Materials 239.98 256885 Offilly Auto Parts Vehicle Maintenance Materials 135.95 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 1351.04 256889 Power Seal Inventory 1,351.04 256899 Premium Inspection & Testing Group Contractors 105.00 256891 Premium Inspection & Testing Group Contractors 116.50 256895 Setton Identification Products Park Materials 56.45	256874	John Lins	Mileage and Travel for Conference	670.89
256876 Kansas City Calibration Laboratory Inventory 56800 256877 Logan Contractors Supply, Inc. Inventory 568.00 256878 Lyle Prictand Safety Clothing 33.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 28.20 256881 McMaster-Carr Supply Company Inventory 617.98 256882 Menard's Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.69 256884 O'Halloran International Vehicle Maintenance Materials 452.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 22.99 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 23.99 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 13.50 256888 Plumb Supply Company Inventory 1.31 256889 Plumb Supply Company Inventory 1.35 256889 Power Seal Inventory 1.35 256889 Promise Safety Purchased Services 37.50 256891 Premium Inspection & Testing Group Contractors 110.50 256892 Premi	256875	Joseph Lake	Safety Boots	245.00
256878 Lyle Pritchard Safety Clothing 53.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 28.20 256880 MTI Distributing Vehicle Maintenance Materials 42.75 256881 McMaster-Carr Supply Company Inventory 617.98 256882 Manard's Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 452.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 Oldeastle Architectural Materials & Supplice 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256899 Practical Farmers of Iowa Purchased Services 375.00 256899 Premium Inspection & Testing Group Contractors 116.50 256899 Premium Inspection & Testing Group Contractors 116.50 256899 Serox Central, Inc. Contractors 859.00 <td>256876</td> <td>Kansas City Calibration Laboratory</td> <td></td> <td>148.36</td>	256876	Kansas City Calibration Laboratory		148.36
256878 Lyle Pritchard Safety Clothing 53.49 256879 MSC Industrial Supply Company Vehicle Maintenance Materials 28.20 256880 MTI Distributing Vehicle Maintenance Materials 42.75 256881 McMaster-Carr Supply Company Inventory 617.98 256882 Manard's Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 452.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 Oldeastle Architectural Materials & Supplice 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256899 Practical Farmers of Iowa Purchased Services 375.00 256899 Premium Inspection & Testing Group Contractors 116.50 256899 Premium Inspection & Testing Group Contractors 116.50 256899 Serox Central, Inc. Contractors 859.00 <td>256877</td> <td>Logan Contractors Supply, Inc.</td> <td>Inventory</td> <td>568.00</td>	256877	Logan Contractors Supply, Inc.	Inventory	568.00
256880 MTI Distributing Vehicle Maintenance Materials 42.75 256881 MeMaster-Carr Supply Company Inventory 617.98 256882 Menards Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 239.98 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 Oldeastle Architectural Materials & Supplies 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 P lumb Supply Company Inventory 471.66 256890 Practical Farmers of lowa Purchased Services 375.00 256891 Premium Inspection & Testing Group Contractors 116.50 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 859.00 256894 Rameo Innovations Materials & Supplies 46.53 256895 Smith Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58			Safety Clothing	53.49
256881 McMaster-Carr Supply Company Inventory 617.98 256882 Menard's Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 239.98 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 O'decaste Architectural Materials & Supplies 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premium Inspection & Testing Group Contractors 1016.50 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 46.53 256895 Seton Identification Products Park Materials 56.645 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials	256879	MSC Industrial Supply Company	Vehicle Maintenance Materials	282.04
256882 Menard's Vehicle Maintenance Materials 218.56 256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 239.98 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 O'Ideastle Architectural Materials & Supplies 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Scal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 116.50 256893 Protex Central, Inc. Contractors 46.53 256895 Setto Identification Products Park Materials 566.45 256895 Setto Identification Products Park Materials 195.25 256898 Stetson Building Products Employee Job Costs 652.41 2	256880	MTI Distributing	Vehicle Maintenance Materials	42.75
256883 Murphy Tractor & Equipment Vehicle Maintenance Materials 366.49 256884 O'Halloran International Vehicle Maintenance Materials 425.78 256885 O'Reilly Auto Parts Vehicle Maintenance Materials 23.99.8 256886 Oldeastle Architectural Materials & Supplies 1,184.20 256887 P. & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Scal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smiths Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1.953.58 256898 Steve Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 <t< td=""><td>256881</td><td>McMaster-Carr Supply Company</td><td>Inventory</td><td>617.98</td></t<>	256881	McMaster-Carr Supply Company	Inventory	617.98
256884 O'Halloran International Vehicle Maintenance Materials 252,98 256885 O'Realily Auto Parts Vehicle Maintenance Materials 239,98 256886 O'Ideastle Architectural Materials & Supplies 1,184,20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135,95 256887 P Par Damb Supply Company Inventory 471,66 256889 Power Seal Inventory 1,351,04 256890 Practical Farmers of Iowa Purchased Services 375,00 256891 Premier Safety Inventory 1,348,51 256892 Premium Inspection & Testing Group Contractors 116,50 256893 Protex Central, Inc. Contractors 859,00 256894 Ramco Innovations Materials & Supplies 46,53 256895 Seton Identification Products Park Materials 566,45 256897 Star Equipment, Ltd. Materials & Supplies 1,935,88 256898 Stetson Building Products Employee Job Costs 652,41 256890 Stivers Vehicle Maintenance Materials 40,02 256901 Stonkus Hydraulic, Inc. Inventory 425,00 256902 Strauss	256882	Menard's	Vehicle Maintenance Materials	218.56
256885 O'Reilly Auto Parts Vehicle Maintenance Materials 239.98 256886 Oldcastle Architectural Materials & Supplies 1,184.20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Setton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 652.41 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 40.02 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hyd	256883	Murphy Tractor & Equipment	Vehicle Maintenance Materials	366.49
256886 Oldcastle Architectural Materials & Supplies 1,184,20 256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135,95 256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348,51 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Setton Identification Products Park Materials 566.45 256895 Setton Identification Products Park Materials 85.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256909 Stivers Vehicle Maintenance Materials 78.27 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial	256884	O'Halloran International	Vehicle Maintenance Materials	452.78
256887 P & P Small Engines, Inc. Vehicle Maintenance Materials 135.95 256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 859.00 256894 Rameo Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256895 Stew Building Products Employee Job Costs 652.41 256898 Stew Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial	256885	O'Reilly Auto Parts	Vehicle Maintenance Materials	239.98
256888 Plumb Supply Company Inventory 471.66 256889 Power Seal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 40.02 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 24.43 256904 Time Freight Delivery/	256886	Oldcastle Architectural	Materials & Supplies	1,184.20
256889 Power Seal Inventory 1,351.04 256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 859.00 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256895 Seton Identification Products Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1.953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 42.43 256903 Symphony Industrial Materials & Supplies 42.43 256904 Tforce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Bo	256887	P & P Small Engines, Inc.	Vehicle Maintenance Materials	135.95
256890 Practical Farmers of Iowa Purchased Services 375.00 256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Siteston Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.41 256907 Total Tool Invent	256888	Plumb Supply Company	Inventory	471.66
256891 Premier Safety Inventory 1,348.51 256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 859.00 256894 Rameo Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 1,24.43 256904 Toroc Treight Delivery/Freight 274.69 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool <	256889	Power Seal	Inventory	1,351.04
256892 Premium Inspection & Testing Group Contractors 116.50 256893 Protex Central, Inc. Contractors 859.00 256894 Rameo Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256905 Tom Crawley Safety Boots 224.69 256907 Total Tool Inventory 34.52 256909 ULINE Inventory 497.19	256890	Practical Farmers of Iowa	Purchased Services	375.00
256893 Protex Central, Inc. Contractors 859.00 256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256890 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 1,162.32 256904 Troree Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 334.52 256908 Transcat, Inc Materials & Supplies 341.52 256910 UPHDM Occupational Medicine	256891	Premier Safety	Inventory	1,348.51
256894 Ramco Innovations Materials & Supplies 46.53 256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Steston Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 1,162.32 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 334.24 256908 Transcat, Inc Materials & Supplies 341.52 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delive	256892	Premium Inspection & Testing Group	Contractors	116.50
256895 Seton Identification Products Park Materials 566.45 256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight	256893	Protex Central, Inc.	Contractors	859.00
256896 Smith's Sewer Service Inc. Plumbing 88.00 256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 53.00 <td>256894</td> <td>Ramco Innovations</td> <td>Materials & Supplies</td> <td>46.53</td>	256894	Ramco Innovations	Materials & Supplies	46.53
256897 Star Equipment, Ltd. Materials & Supplies 1,953.58 256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 Tforce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 53.00 <td>256895</td> <td>Seton Identification Products</td> <td>Park Materials</td> <td>566.45</td>	256895	Seton Identification Products	Park Materials	566.45
256898 Stetson Building Products Employee Job Costs 652.41 256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 Tforce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bafety Supply Corp Inventory 5	256896	Smith's Sewer Service Inc.	Plumbing	88.00
256899 Stew Hansen's Dodge City Inc. Vehicle Maintenance Materials 78.27 256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Ine Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37	256897	Star Equipment, Ltd.	Materials & Supplies	1,953.58
256900 Stivers Vehicle Maintenance Materials 40.02 256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air P	256898	Stetson Building Products	Employee Job Costs	652.41
256901 Stonkus Hydraulic, Inc. Inventory 425.00 256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256899	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	78.27
256902 Strauss Security Solutions Materials & Supplies 1,162.32 256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256900	Stivers	Vehicle Maintenance Materials	40.02
256903 Symphony Industrial Materials & Supplies 424.43 256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 53.00 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256901	Stonkus Hydraulic, Inc.	Inventory	425.00
256904 TForce Freight Delivery/Freight 274.76 256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256902	Strauss Security Solutions	Materials & Supplies	1,162.32
256905 Tom Crawley Safety Boots 224.69 256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256903	Symphony Industrial	Materials & Supplies	424.43
256906 Tompkins Industries, Inc. Vehicle Maintenance Materials 24.41 256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256904	TForce Freight	Delivery/Freight	274.76
256907 Total Tool Inventory 324.24 256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256905	Tom Crawley	Safety Boots	224.69
256908 Transcat, Inc Materials & Supplies 341.52 256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256906	Tompkins Industries, Inc.	Vehicle Maintenance Materials	24.41
256909 ULINE Inventory 497.19 256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256907	Total Tool	Inventory	324.24
256910 UPHDM Occupational Medicine Purchased Services 316.00 256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256908	Transcat, Inc	Materials & Supplies	341.52
256911 UPS Delivery/Freight 44.71 256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256909	ULINE	Inventory	497.19
256912 USA Bluebook Inventory 1,280.57 256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256910	UPHDM Occupational Medicine	Purchased Services	316.00
256913 USA Safety Supply Corp Inventory 53.00 256914 Van Meter Industrial, Inc. Inventory 980.98 256915 Verizon Connect NWF, Inc Vehicle Maintenance Materials 1,748.00 256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256911	UPS	Delivery/Freight	44.71
256914 Van Meter Industrial, Inc.Inventory980.98256915 Verizon Connect NWF, IncVehicle Maintenance Materials1,748.00256916 VesscoInventory1,543.37256917 Air ProductsInventory11,361.11	256912	USA Bluebook	Inventory	1,280.57
256915 Verizon Connect NWF, IncVehicle Maintenance Materials1,748.00256916 VesscoInventory1,543.37256917 Air ProductsInventory11,361.11	256913	USA Safety Supply Corp	Inventory	53.00
256916 Vessco Inventory 1,543.37 256917 Air Products Inventory 11,361.11	256914	Van Meter Industrial, Inc.	Inventory	980.98
256917 Air Products Inventory 11,361.11	256915	Verizon Connect NWF, Inc	Vehicle Maintenance Materials	1,748.00
•	256916	Vessco	Inventory	1,543.37
256918 Amazon Capital Services Inc Materials & Supplies 2,867.77	256917	Air Products	Inventory	11,361.11
	256918	Amazon Capital Services Inc	Materials & Supplies	2,867.77

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Check No.	Paid to:	<u>Description</u>	Amount
256919	Bonnie's Barricades	Contractors	5,507.65
256920	Business Furniture Warehouse	Office Supplies	13,455.00
256921	CFI Tire Service	Vehicle Maintenance Materials	3,102.00
256922	CP Solutions Inc.	Inventory	5,232.06
256923	CarbPure	Inventory	27,773.90
256924	Chemtrade Chemicals US LLC	Inventory	15,630.20
256925	City of Des Moines	Contracts Payable	273,342.86
256926	Dixie Petro-Chem, Inc.	Inventory	4,114.37
256927	Dixon Engineering, Inc	Contractors	32,875.00
256928	Evoqua Water Technologies LLC	Materials & Supplies	262,960.02
256929	IP Pathways, LLC	Maintenance Contracts	5,350.00
256930	Iowa One Call	Purchased Services	4,182.40
256931	J.R. Stelzer Co	Contractors	228,071.25
256932	Kemira Water Solutions, Inc	Inventory	6,177.50
256933	KnowBe4 LLC	Consultants	4,945.00
256934	Mail Services LLC	Postage	9,201.43
256935	Martin Marietta Aggregates	Inventory	5,044.67
256936	Mid American Energy	Utilities - Electric & Natural Gas	70,846.76
256937	Mississippi Lime Company	Inventory	34,096.22
	Ottsen Oil Company	Inventory	6,703.23
	Renewable Energy Group	Inventory	18,836.68
256940	Selective Insurance	Prepaid Insurance	13,813.00
	Synagro Central, LLC	Contractors	229,668.31
	Synergy Contracting LLC	Contractors	21,006.88
	Torgerson Excavating	Plumbing	5,960.08
	Utility Equipment Company	Inventory	4,003.27
	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	23,670.70
	Master Single Payment Vendor	Refunds	20.57
	Master Single Payment Vendor	Refunds	639.55
	Master Single Payment Vendor	Refunds	133.54
	Master Single Payment Vendor	Refunds	128.61
	Master Single Payment Vendor	Refunds	159.07
	Master Single Payment Vendor	Refunds	312.66
	Master Single Payment Vendor	Refunds	184.31
	Master Single Payment Vendor	Refunds	131.74
	Master Single Payment Vendor	Refunds	131.66
	Master Single Payment Vendor	Refunds	105.83
	Master Single Payment Vendor	Refunds	62.66
	Master Single Payment Vendor	Refunds Refunds	50.60 103.94
	Master Single Payment Vendor	Refunds	151.55
	Master Single Payment Vendor Master Single Payment Vendor	Refunds	41.45
	Master Single Payment Vendor	Refunds	62.33
	Master Single Payment Vendor	Refunds	126.07
	Master Single Payment Vendor	Refunds	385.29
	Master Single Payment Vendor	Refunds	74.48
	Master Single Payment Vendor	Refunds	57.38
	Master Single Payment Vendor	Refunds	130.08
	Master Single Payment Vendor	Refunds	982.24
	Master Single Payment Vendor	Refunds	58.45
	Master Single Payment Vendor	Refunds	39.92
	Master Single Payment Vendor	Refunds	46.55
	Master Single Payment Vendor	Refunds	103.91
	Master Single Payment Vendor	Refunds	46.00
	Master Single Payment Vendor	Refunds	27.91
	Master Single Payment Vendor	Refunds	163.44
	Master Single Payment Vendor	Refunds	58.38

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Check No.	Paid to:	Description	Amount
256976	Master Single Payment Vendor	Refunds	675.61
256977	Master Single Payment Vendor	Refunds	121.34
256978	Master Single Payment Vendor	Refunds	34.58
256979	Master Single Payment Vendor	Refunds	42.04
256980	AFSCME	Union Dues Payable	70.42
256981	AFSCME Local 3861-3	Union Dues Payable	2,471.63
256982	Acme Tools	Inventory	465.63
256983	Agilent Technologies	Materials & Supplies	815.15
256984	Alesa Pierce	Safety Boots	63.15
256985	Voided Check		0.00
256986	Amazon Capital Services Inc	Materials & Supplies	448.71
256987	Bob Brown Chevrolet, Inc.	Vehicle Maintenance Materials	205.31
256988	Brian Welker	Safety Boots	159.52
256989	CFI Tire Service	Vehicle Maintenance Materials	414.00
256990	Canon Financial Services INC	Printing & Copies	1,175.70
256991	Capital City Equipment Company	Vehicle Maintenance Materials	304.94
256992	Carquest	Vehicle Maintenance Materials	797.00
256993	Cintas	Purchased Services	1,766.72
256994	City Supply Corporation	Inventory	1,859.88
256995	Combined Systems Technology, Inc.	Inventory	292.29
256996	Commercial Bag & Supply Co	Inventory	319.72
	Construction & Aggregate Products, Inc.	Inventory	339.00
256998	Copy Systems, Inc.	Printing & Copies	29.62
256999	Crow's Automotive Serviuce	Contractors	75.00
257000	Data Source Media	Inventory	246.39
257001	Douglas K. Oscarson	Consultants	1,787.10
	Electrical Engineering & Equipment Co.	Inventory	17.40
	Electronic Engineering Company	Purchased Services	1,374.00
	Environmental Resource Assoc.	Park Materials	187.27
	Fastenal Company	Vehicle Maintenance Materials	17.50
	First Choice Coffee	Food & Beverages	410.49
	Forterra	Materials & Supplies	580.00
	Gilcrest Jewett Lumber Company	Inventory	83.32
	Graybar Electric Company	Inventory	985.05
	Hach Chemical Company	Inventory	381.07
	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
	Indelco Plastics	Inventory	329.00
	Ingersoll Rand	Inventory	473.12
	Iowa Rural Water Association	Training	740.00
	John Scheepers	Park Materials	1,344.36
	Lawson Products, Inc.	Inventory	41.99
	Logan Contractors Supply, Inc.	Inventory	53.76
	MSC Industrial Supply Company	Inventory	130.60
	McMaster-Carr Supply Company	Inventory	153.54
	Menard's	Vehicle Maintenance Materials	898.26
	Menard's	Materials & Supplies	62.44
		Utilities - Electric & Natural Gas	
	Midwart Automatic Sprinkler	Purchased Services	1,173.53
	Midwest Automatic Sprinkler		843.28 729.45
	Midwest Office Technology, Inc.	Printing & Copies	
	Midwest Wheel Companies	Vehicle Maintenance Materials	260.60
	Murphy Tractor & Equipment	Vehicle Maintenance Materials	240.14
	O'Reilly Auto Parts	Vehicle Maintenance Materials	9.96
	OPN Architects	Contractors	1,959.00
	Phylann Pettyjohn & Gordon Wilson	Casualty Losses	600.00
	Plate Locks	Inventory	1,119.09
	Plumb Supply Company	Inventory	576.67
257032	Premier Safety	Inventory	896.71

Check No.	Paid to:	Description	Amount
257033	Protex Central, Inc.	Contractors	112.50
257034	Rosemount Analytical, Inc.	Inventory	327.83
257035	Scott Manning	Safety Clothing	85.59
257036	Semper Fi Fund	Charitable PR Deduction	192.00
257037	Seton Identification Products	Inventory	328.19
257038	St. Louis Testing Laboratories Inc	Materials & Supplies	160.00
257039	Star Equipment, Ltd.	Inventory	1,170.70
257040	Stetson Building Products	Inventory	151.20
257041	Stivers	Vehicle Maintenance Materials	418.09
257042	Storm Wind LLC	Materials & Supplies	2,370.00
257043	Straub Corporation	Inventory	1,967.70
257044	Subsurface Solutions	Materials & Supplies	2,111.61
257045	Team Services, Inc.	Contractors	11.25
257046	Ted Corrigan	Travel, Materials & Supplies	101.32
257047	Tension Envelope Corporation	Inventory	2,223.75
257048	Total Tool	Inventory	480.16
257049	USA Bluebook	Inventory	618.97
257050	United Way of Central Iowa	Charitable PR Deduction	180.00
257051	Van Meter Industrial, Inc.	Inventory	384.06
257052	Waste Management of Iowa Inc.	Purchased Services	673.75
257053	Woodsmith Store	Vehicle Maintenance Materials	34.78
257054	Xpedx	Inventory	888.00
257055	Accord Architecture	Contractors	3,352.40
257056	Air Products	Inventory	2,515.81
257057	Aureon Communications	Telephone Services	3,982.42
257058	Avista Technologies	Inventory	13,500.00
	Bankers Trust Company	Corporate Credit Card	7,054.54
	Bonnie's Barricades	Contractors	6,337.30
257061	CTI Ready Mix	Concrete	3,356.50
	CarbPure	Inventory	24,717.00
	Certified Power, Inc.	Vehicle Maintenance Materials	3,063.68
	Consolidated Water Solutions	Materials & Supplies	146,259.99
	Core and Main	Inventory	4,797.36
	Cortrol Process Systems	Inventory	8,795.20
	Denton Davis Brown PC	Legal Fees	3,011.50
	Dixie Petro-Chem, Inc.	Inventory	4,105.73
	E.H. Wachs Company	Tools	12,202.72
	Global Security Services	Purchased Services	36,099.24
	Grainger, Inc.	Materials & Supplies	2,582.15
	Henkel Construction Company	Contractors	170,470.40
	I'll Do It	Contractors	5,945.00
	Kemira Water Solutions, Inc	Inventory	6,172.01
	Mail Services LLC	Postage	8,477.99
	Mississippi Lime Company	Inventory	37,729.12
	Municipal Supply, Inc.	· ·	31,538.86
	Neptune Technology Group Inc	Inventory	
		Inventory	38,756.83
	Ottsen Oil Company	Inventory	2,543.14
	Power Process Equipment, Inc. Power Seal	Materials & Supplies	3,005.28
		Inventory	4,698.46
	Precision Ladders, LLC	Materials & Supplies	7,765.00
	Siemens Industry Inc. c/oJasper eng	Inventory	2,703.00
	Truck Center Companies	Vehicle Maintenance Materials	92,295.00
	United Rental Trench Safety	Materials & Supplies	8,575.00
	Utility Equipment Company	Inventory	3,879.53
	Verizon Wireless Messaging Service	Cell Phones	6,530.48
	Waldinger Corporation	Contractors	8,872.33
952239	IPERS Collections	Pension Plan Contribution	211,592.55

PAYMENTS FOR OCTOBER, 2021

PeopleSoft Financials Report ID: DWAPR002.sqr

Check No.	Paid to:	<u>Description</u>	Amount
100121	Collection Services Center	Garnishment of Wages	1,828.89
100121	Treasurer State of Iowa	State Withholding Taxes Payable	26,980.23
100121	Internal Revenue Service	Withholding Taxes Payable	165,260.00
100121	EBS	Employee Health Premiums	292,930.98
101521	Collection Services Center	Garnishment of Wages	1,828.89
101521	Treasurer State of Iowa	State Withholding Taxes Payable	26,291.60
101521	Internal Revenue Service	Withholding Taxes Payable	160,511.14
103121	Collection Services Center	Garnishment of Wages	2,471.96
103121	Treasurer State of Iowa	State Withholding Taxes Payable	26,612.49
103121	Internal Revenue Service	Withholding Taxes Payable	161,807.79
103121	EBS	Employee Health Premiums	12,012.46
103121	CBCS	Compensation Claims	7,134.08
TOTAL			\$8,053,645.33

Item I-D

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

Check #	Vendor	Description	Amount	Details
25.642	6 Advanced Waste Management Systems	Contractors	21 790 91	Completion of ISO 50001 Recertification. Funds were budgeted in a prior year.



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	<u>III-A</u>	
Meeting Date: No	vember 23, 202	1
Chairperson's Sign	ature 🛛 Yes 🗀	No

AGENDA ITEM FORM			
SUBJECT: Agreement between Des Moines Water Works and AFSCME, Council 61 and its Affiliated Local 3861			
SUMMARY:			
Negotiations with AFSCME on the new labor agreement are now complete. A tentative agreement on a five-year contract was reached on all contract provisions including wages. The union has ratified these changes.			
The attached memo highlights all of the changes to the contract, and a copy of the agreement showing the changes is also attached.			
FISCAL IMPACT:			
Wages: Increased cost by \$461,996.			
Note non-bargaining unit employees are not included in this calculation.			
RECOMMENDED ACTION:			
Approve and authorize Chairperson to Execute the Agreement between the Des Moines Water Works and AFSCME, Council 61 and its Affiliated Local 3861, with all provisions to be implemented effective January 1, 2022.			
BOARD REQUIRED ACTION:			
Motion to approve and authorize Chairperson to Execute the Agreement between the Des Moines Water Works and AFSCME, Council 61 and its Affiliated Local 3861, effective January 1, 2022 through December 31, 2026.			
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Doug Garnett (date) Director of Human Resources Ted Corrigan, P.E. (date) CEO and General Manager			
Attachments: Memo; Agreement between the Des Moines Water Works and AFSCME, Council 61 and its Affiliated Local/3861			

Board of Water Works Trustees



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

MEMORANDUM

DATE: November 18, 2021

TO: Board of Water Works Trustees

FROM: Doug Garnett, Director of Human Resources

SUBJECT: New Labor Agreement between Des Moines Water Works and AFSCME,

Council 61 and its Affiliated Local 3861

A tentative agreement has been reached and ratified by the union for a five-year contract on all contract provisions including wages. Changes in 2017 to the Iowa Code Chapter 20 collective bargaining law excluded several subjects from the scope of negotiations. This was the first time DMWW and AFSCME have negotiated since the change in the law.

All prohibited subjects of negotiation have been removed from the agreement. These included subjects such as dues deductions and political contributions; layoff and recall procedures; transfer procedures; supplemental pay; insurance; evaluation procedures; and subcontracting public services.

All mandatory and permissive subjects of negotiations were retained in the agreement. The following is a summary of the negotiated changes.

- **1.1 Agreement** The date of the agreement was revised to the January 1, 2022 start date for the contract.
- **9.3 Steps** The language was revised to replace the job title of Human Resources Manager with Director of Human Resources.
- **9.8 Time Limits** The language was revised to replace the job title of Human Resources Manager with Director of Human Resources.
- **9.9 Lists** The language was revised to replace the job title of Human Resources Manager with Director of Human Resources.
- **10 Discipline and Discharge** The language was revised to reflect that oral reprimands, written reprimands, clarifications of expectations, or other similar memoranda will not be considered in determining progressive discipline after twenty four months. All disciplinary actions received by an employee will be maintained by the HR department.

16.9 Labor/Management Meetings - The language was revised to replace the job title of Human Resources Manager with Director of Human Resources.

18 Duration – The language was revised to reflect the 5-year agreement starting on January 1, 2022 and ending on December 31, 2026. The contract will be re-opened for wage negotiations effective for January 1, 2025 and January 1, 2026.

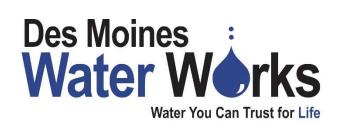
Appendix A – The wage schedules were updated to reflect the wage rates for 2022, 2023 and 2024. A 3.0% across the board wage increase is reflected in each of the 3 years. The job classification by pay grade table was also updated to reflect job title changes or new job titles that have been added since the last contract was negotiated.

Appendix B – The sleep-in time schedules were updated to reflect changes made since the last contract was negotiated.

Details of these changes are bolded in the attached Agreement.

Agreement between the Des Moines Water Works and AFSCME, Council 61 and its Affiliated Local 3861

January 1, 2021 through December 31, 2026





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ARTICLE 1: AGREEMENT

1.1 Agreement

This agreement is entered into this first (1st) day of January, 2022 by and between the Board of Water

Works Trustees of the City of Des Moines Iowa, a municipal utility organized under Chapter 388 of the

Code of Iowa, hereinafter referred to as "Des Moines Water Works" or "Employer" and the American

Federation of State, County and Municipal Employees Iowa Council 61, AFL-CIO and the affiliated Local

3861 herein after referred to as the "Union". Throughout this Agreement, whenever the word "Act"

appears, this refers to the Iowa Public Employment Relations Act.

1.2 Purpose and Intent

The general purpose of this Agreement is to set forth the agreed upon terms and conditions of

employment and to promote orderly and peaceful labor relations for the mutual interests of the

Employer, the Employees, and the Union. The parties also recognize that the interests of the community

depend upon the Employer's success in establishing a proper service to the community. To these ends

the Employer and the Union encourage to the fullest degree, friendly and cooperative relations between

the respective representatives at all levels and among all Employees.

DMWW and AFSCME January 1, 2022 – December 31, 2026

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ARTICLE 2: RECOGNITION AND UNION SECURITY

2.1 Bargaining Unit

The Employer hereby recognizes the Union as the exclusive bargaining representative for the purposes of collective bargaining for all regular full-time and regular part-time employees of the Des Moines Water Works excluding administrative management employees, professional employees, interns, supervisors, seasonal and temporary employees, procedures and customer service analysts, and employees excluded by Section 4 of the Act (PERB Case #6024).

2.2 Exclusive Representative

During the term of this agreement the Employer shall not meet and negotiate with any group of employees or with any other Employee Organization with respect to the terms and conditions of employment covered by this agreement. Nothing in this agreement prevents an employee team working on a project to recommend items as a part of that project, that relate to the terms and conditions of employment covered by this agreement, provided that such recommendations are an incidental aspect of the employee team's work.

2.3 Bulletin Boards

The Union shall be permitted to maintain bulletin space of approximately 3' by 2' in the following locations:

- a) Office lunchroom area
- b) Water Production
- c) Water Distribution
- d) Lab
- e) Vehicle Maintenance
- f) Grounds Shop

No political campaign literature or material detrimental to the Employer or the Union shall be posted on the Union bulletin boards. The Union bulletin boards will be maintained on the employee's own time. A Union officer, who shall sign and date the posting prior to placement on the bulletin board, shall review DMWW and AFSCME

January 1, 2022 - December 31, 2026

all postings.

2.4 Non-Discrimination

The Employer will not interfere with the right of its employees to become members of the Union. The Union will not interfere with the right of the Employer's employees to refrain from Union membership. There shall be no unlawful harassment or discrimination because of membership or non-membership in the Union.

2.5 Union Activity Protection

The Employer and the Union recognize the Public Employment Relations Act and the protection it provides employees, the Union and the Employer.

ARTICLE 3: NO STRIKE NO LOCKOUT

3.1 No Strike

The Union recognizes its statutory obligations and responsibility to avoid and avert a strike. Therefore

for the duration of this Agreement, the Union agrees that neither it, its officers, agents, representatives

or members, individually or collectively, directly or indirectly, will induce, instigate, encourage,

authorize, ratify, or participate in a strike against the Employer.

The Union recognizes that in the event of a work stoppage, the Union has an obligation and a duty to urge

any and all employees who may be involved in such activity to return to work immediately and to refrain

from such work stoppage. The Union will make public statements urging employees to immediately

return to work.

The Employer has the right to take any other action pursuant to Iowa Code Section 20.12.

3.2 No Lockout

No lock out of employees shall be instituted by the Employer during the term of this agreement.

DMWW and AFSCME January 1, 2022 – December 31, 2026

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ARTICLE 4: DEFINITIONS

4.1 Employee

Throughout this Agreement, wherever the word "employee" appears, it shall be limited to mean a "regular

employee," in the bargaining unit and shall be construed to mean the male or female gender.

4.2 Regular Employee

A "regular employee" is a full-time or part-time employee who has completed his/her new employee

period. A regular full-time employee is one who is scheduled to work 40 or more hours per week on a

regular basis.

4.3 Temporary Employees

Temporary employees, defined as employees from an employment agency and students including interns

performing bargaining unit work, and seasonal employees who work hours that coincide with breaks in

the school year are not regular employees under this Agreement, shall accrue no seniority, and will not

be entitled to any benefits under this Agreement. A temporary employee shall not work more than six

consecutive full months unless notified at the commencement of employment that the position is

temporary or of limited duration. Quarterly, the Employer shall supply a current list (not to exceed 18

temporary employees) with start date and expected duration.

4.4 New Employee

A "new employee" is one who has not completed six months of paid, active employment, which time

period may be extended if the new employee fails to achieve a satisfactory performance rating in all

categories at the end of the six month period. A new employee may be discharged without cause.

4.5 Union Orientation

The Employer will notify the Union of the name and work location of a new employee within seven

business days of the employee starting work. The Chapter President or their designee will be provided

the opportunity for a 30 minute union orientation meeting with the new employee. The Employer shall

schedule the meeting during the new employee's first seven business days of employment. The 30 minute

union orientation shall be in pay status for both employees but shall not be paid at an overtime rate.

DMWW and AFSCME

January 1, 2022 - December 31, 2026

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ARTICLE 5: NON-UNIT EMPLOYEES

5.1 Non-Bargaining Unit Employees

The parties recognize that the size and nature of the Employer's business demands that non bargaining unit employees and supervisors may perform duties normally performed by bargaining unit employees due to an absence as necessary to continue to the efficient operation of the Employer. Such non-bargaining employees must be able to safely perform work regularly assigned to employees covered by this Agreement. Operation of heavy equipment by non-bargaining unit employees and supervisors may only be performed during emergency situations. Accordingly, it is agreed and understood that nothing herein shall limit or restrict such practices consistent with the Employer's past practice.

ARTICLE 6: SENIORITY

6.1 Definition

Seniority means an employee's length of continuous service with the employer since his/her date of hire.

Service in a temporary position shall be included in the computation of seniority if the employment was

in the same classification and continuous to the appointment to a regular position in the collective

bargaining unit.

In the event two (2) employees have the same original date of employment, seniority rank shall be

determined by the last four (4) digits of the social security number with the employee having the lower

last four (4) digits of the social security number being considered as having the greater seniority.

An employee shall lose seniority when the employee resigns, retires, is discharged for cause, has been on

an unpaid leave of absence for 12 months or more, or fails to return from a leave when the leave

terminates or when the employee is released to return to work.

An employee shall cease to accrue seniority (but shall retain previously earned seniority). During an

unpaid leave of absence for more than sixty days (other than union leave under 15.3 of this Agreement,

or while on lay-off but eligible for recall).

The Employer will be required to apply seniority as defined above only as specifically provided in this

contract and subject to any limitations set forth in any particular article or section of this contract.

6.2 Seniority Lists

The Employer shall prepare a seniority list. The list shall be updated quarterly, January 2, April 1, July

I, October 1 of each year, and sent to the Local Union Officer/designee from the **Director of Human**

Resources.

The list shall contain each employee's name, classification, date of hire and seniority rank. A copy of the

seniority list shall be furnished to AFSCME/Iowa Council 61, by the Employer.

Employees shall have thirty (30) days from the date of posting to appeal their seniority rank. After the

appeal time, the seniority rank posted shall be presumed correct. The posted seniority list shall be used

to determine seniority until an updated list is posted and the appeal period has expired.

DMWW and AFSCME

January 1, 2022 - December 31, 2026

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ARTICLE 7: JOB OPENINGS

7.1 Job Opening Procedures

All job openings within the bargaining unit, other than an opening in a temporary position, shall be posted for six (6) work days. The posting will list the minimum job and testing requirements, and all Employees who possess the minimum job requirements are eligible to apply for the position. The Employer shall determine the qualifications of all applicants who apply for each vacancy.

ARTICLE 9: GRIEVANCE PROCEDURE

9.1 Purpose

The purpose of this procedure is to provide an orderly procedure for the prompt resolution of a claimed grievance at the lowest possible step. The grievance procedure set out in this article shall be exclusive and shall replace any other grievance procedure used for the adjustment of any disputes arising from the application and interpretation of this agreement. However, any bargaining unit employee shall have the right to meet and adjust their individual complaint with the Employer.

9.2 Definition

A grievance is defined as a timely filed claim on behalf of an employee covered by this Agreement which alleges that there has been a violation of a provision of this Agreement by the Employer. All references to "days" in this Article shall mean workdays.

9.3 Steps

Before a grievance is filed, any employee who has a concern regarding this Agreement shall promptly attempt to resolve the concern informally with the appropriate supervisor(s) who is designated for this purpose by the Employer. The employee shall have the option to be accompanied by a Representative of the Local Union (Steward or Chief Steward). The supervisor(s) will give his/her oral answer to the concern within three (3) days after the concern was presented to him/her. A new steward may be accompanied by a Chief Steward for training purposes at the informal step. The **Director of Human Resources** will be notified of any new stewards.

Step One: If the dispute remains after the attempt to informally resolve the concern, the grievance will be reduced to writing, signed and submitted by the union to the employee's department Director(s) or designee selected by that director within ten (10) days after the occurrence upon which the grievance is based. The grievance shall state the date the incident took place, reasonably detailed relevant facts upon which it is based, the section of this Agreement alleged to have been violated, the issue involved (which means how the contract was violated), and the relief sought. Within seven (7) days of the receipt of the written grievance the department

Director(s) or designee will meet with the Representative of the Local Union (Steward or Chief DMWW and AFSCME

Steward) and the grievant in an attempt to resolve the dispute. The purpose of the meeting will be to afford management and the grievant and/or the Representative of the Local Union (Steward or Chief Steward) an opportunity to provide verbal and written communication about the party's positions. If a settlement is not reached the department Director(s) or designee will provide a written answer to the union within ten (10) days following such a meeting. A new steward may be accompanied by a Chief Steward for training purposes at Step One. The **Director of Human Resources** will be notified of any new stewards.

Step Two: If the grievance is not settled in Step One and the union wishes to appeal the grievance to Step Two, the union will submit the grievance to the **Director of Human Resources**, or designee, within seven (7) days after receipt of the department Director's answer. The **Director of Human Resources**, or designee, the Director and Supervisor(s) from the grieved department, a Representative of AFSCME/Iowa Council 61 and a Representative(s) of the Local Union (Steward and Chief Steward), and the grievant, will meet in an attempt to resolve the dispute, within seven (7) days or at a time mutually agreeable to the parties. The purpose of the meeting will be to afford management and the grievant and/or the Union representative an opportunity to provide verbal and written communication about the party's positions. If a settlement is not reached or grievance is not withdrawn, the Employer's representative will provide a written answer to the union within ten (10) days following such a meeting.

9.4 Arbitration

If the grievance is not settled in accordance with the foregoing procedure, the Union, and in the case of an employee's grievance, only with the approval of the employee, may request arbitration by written notice of arbitration, submitted to the Employer within fifteen (15) days after the receipt of the Employer's answer in Step Two. The authorized representative of the Union must sign said written notice. The parties shall attempt to select a mutually agreeable arbitrator. In the event the parties are unable to agree upon an arbitrator, the Union shall promptly request the Iowa Public Employment Relations Board to submit a panel of seven (7) arbitrators, with costs split by the parties. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Within ten (10) days after receipt of the panel, the Union shall strike the first name from the list, the Employer the second, and thereafter, each

shall in that order, alternately strike a name from the list and the seventh and remaining person shall act as the arbitrator. In order to be considered timely, a grievance must be scheduled for an arbitration hearing no later than nine (9) months from the date the grievance was answered by the Employer at Step 2. Subject to the availability and convenience of the employer and Union representatives, the arbitrator shall schedule the time and place for a hearing on the grievance, with each side having the right to file a post-hearing brief.

9.5 Authority

An arbitrator selected pursuant to the provisions of Section 9.4 shall have no authority or power to amend, modify, nullity, ignore, add to or subtract from any provision of this Agreement, or to limit the authority reserved to the Employer by Section 20.7 of the Code of Iowa. No prior discipline may be challenged in a grievance arbitration hearing. The arbitrator's decision shall be based solely upon his/her reasonable interpretation of the meaning or application of the express terms of this Agreement to the facts of the grievance presented. The arbitrator may not hear more than one grievance, unless the presentation of more than one grievance involving similar facts, issues and contract provisions is mutually agreed to. No monetary liability shall accrue against the Employer prior to the date of the occurrence upon which the timely grievance was based. Consistent with these provisions, a decision of the arbitrator shall, if within the scope of the arbitrator's authority and supported by a preponderance of the competent evidence, be final and binding on all parties.

9.6 Expenses

The parties shall each pay one-half of the reasonable expenses, fees and costs of the arbitrator, and hearing room. Any other expenses shall be paid by the party incurring them, and each party shall be responsible for compensating its own representatives and witnesses.

9.7 No Interference with Work

Grievance meetings between management and the unions shall be scheduled by the management representative during the grievant's workday. A union steward and employee may consult with management during working hours relative to a grievance matter by first contacting the employee's supervisor. The employee's supervisor shall schedule a meeting during the employee's work day to take

DMWW and AFSCME January 1, 2022 – December 31, 2026 place as soon as possible for the employee with a union steward through the union steward's supervisor. If the meeting also occurs during his or her workday, the union steward may participate without loss of pay. If requested, a fifteen minute meeting between an employee and Union Steward will be granted and scheduled by the employee's supervisor and Union Steward's supervisor. The Supervisor(s) shall receive a 24 hour notice for such meeting. All non-scheduled meeting(s) between the Union Steward and employee shall be conducted outside the workday and without pay. Union business will be conducted outside work hours unless authorized by management.

9.8 Time Limits

The time limits specified in this Article shall be strictly observed. If a grievance is not presented or processed within the time limits set forth herein, it shall be considered waived and the employee and the Union shall be barred from further pursuit of the grievance. If a grievance is not appealed to the next step within the specified time limit, it shall be considered withdrawn and the grievant and the Union shall be barred from further pursuit of the grievance. The failure of the employer's representative to answer a grievance or an appeal thereof within the specified time limit shall be deemed a denial of the grievance at that step which may then be timely appealed to the next step. Time limits may be extended only by mutual written Agreement of the parties.

9.9 **Lists**

For informational purposes only, by June 1st of each year or anytime the list changes the Union shall provide to the **Director of Human Resources** a written list setting forth the names and departments of grievance representatives. In return the Employer shall provide the Union, by June 1st of each year or anytime the list changes, with a list of management representatives and designees to contact on grievance matters.

9.10 New Employees

Notwithstanding any of the provisions of this agreement, the release of new employees shall not be subject to the grievance procedure.

9.11 Confidentiality of Procedures

All meetings and hearings under this grievance procedure shall be confidential and limited to the parties, DMWW and AFSCME

their representative(s) and witnesses. Documents created for and relating to grievance matters which include confidential information shall be treated as confidential and may not be re-disseminated to any person not directly involved with the processing of the grievance. The unauthorized re-dissemination of such information shall subject an employee to disciplinary action.

9.12 Exchange of information for Processing Grievances

- a) The Union and the Employer agree that it is incumbent upon the parties to share all information available regarding grievances involving the Union, employees, and the Employer.
- b) Weingarten principles (the right of an employee who reasonably believes that they may be subject to discipline to have, upon the employee's request, a Union Representative present during the investigatory interview) shall apply during investigatory interviews of an employee.
- c) Upon request from the Union Representative either Local or Council 61, the Employer will provide the Union Representative with written statements of witnesses, if they exist.
- d) Upon request from the Employer's Representative, the Union will provide the Employer's Representative with statements of witnesses, if they exist.
- e) After the date for an Arbitration hearing is established, the AFSCME/Iowa Council 61
- f) Representative and the Representative for the Employer will schedule a meeting, not less than one (1) week prior to the grievance Arbitration hearing date, to exchange all evidence relevant to the grievance that is available to them at the time through the exercise of reasonable diligence. If not provided at the pre-Arbitration meeting, evidence cannot be offered at the Arbitration hearing unless the party can prove that evidence was notavailable to the party through the exercise of reasonable diligence.

ARTICLE 10: DISCIPLINE AND DISCHARGE

Disciplinary action may include oral reprimand, written reprimand, suspense, or discharge. The type of corrective action that is applied is generally determined by the seriousness of the offense. Those offenses of less serious nature do not usually require immediate dismissal, but may require some form of corrective action; progressive discipline will be followed where applicable. Offenses of a serious nature may justify immediate discharge without prior warning or attempts at remedial action. An employee may be disciplined or discharged for any reason, which is for just cause. Oral reprimands, written reprimands, clarifications of expectations, or other similar memoranda shall not be considered in determining progressive discipline after twenty four (24) months and suspensions after thirty-six (36) months, provided no further disciplinary action has been taken against the employee. All disciplinary actions received by an employee shall be maintained by the Human Resources Department. Upon written release from the employee, the Union shall receive written notice of any disciplinary action imposed upon an employee within five (5) working days of the time such written request is received. The enforcement of discipline will not be unduly delayed.

ARTICLE 11: HEALTH AND SAFETY

11.1 Responsibility

The Employer agrees to provide a safe workplace. Employees will cooperate with the Employer in

abiding by Employer rules and regulations as to health and safety. Nothing shall imply that the Union

has undertaken or assumed any portion of the Employer's responsibility.

11.2 Health Qualifications

All employees shall possess the health qualifications required by the Employer to safely perform a given

task. The Employer may require demonstration of job-related health qualifications through medical

assessments such as a pulmonary function test or a physical abilities test.

11.3 Regulations

Both the Employer and the employees shall comply with all applicable occupational safety and health

standards and regulations. Employees are required to promptly report any injury or accident, or unsafe

or unhealthy condition to supervision.

11.4 Drug Tests

The Employer reserves the right to require any employee to submit to a drug and/or alcohol test whenever

required or permitted pursuant to any applicable federal or state statute or regulation.

11.5 Tools and Equipment

Employer owned tools and equipment shall be in a safe working condition. Employees are responsible

for properly using and caring for the tools and equipment owned by the Employer.

11.6 Protective Equipment

The Employer shall furnish protective clothing and equipment (including non-prescription safety

glasses) in accordance with applicable federal and state regulations. The Employer shall continue to

provide appropriate clothing for employees required to work in inclement weather or hazardous

environments as has been provided. The style and color of all clothing furnished shall be at the

Employer's discretion.

DMWW and AFSCME

January 1, 2022 – December 31, 2026

11.7 Glasses and Footwear

Employees required to wear safety glasses at all times shall be provided up to three hundred sixty dollars (\$360.00) credit every two (2) years toward the cost of purchasing safety glasses (more than one pair if the employee so chooses). Effective January 1, 2017 this amount for safety glasses shall increase to three hundred-seventy-five dollars (\$375). Employees who are occasionally required to wear safety glasses and who wear prescription glasses shall receive the same allowance. Employees required to wear safety shoes or boots shall be provided up two hundred thirty dollars (\$230) credit every two years toward the cost of safety shoes or boots. Effective January 1, 2017this amount for safety shoes shall increase to two hundred forty-five dollars (\$245).

The specified two year period for safety boots will be the same for all employees. The beginning of the two year period for safety boots reimbursement will be January 1, 2007. Employees required to wear safety boots will be allowed to purchase safety boots (more than one pair if the employee chooses) and shall be eligible to receive reimbursement not to exceed two hundred thirty (\$230) for the specified two year period. Effective January 1, 2017 this amount for safety shoes shall increase to two hundred forty-five dollars (\$245). Service workers regularly assigned to read meters shall receive the same allowance for appropriate walking footwear (leather walking boots, tennis shoes designated as walking tennis shoes, leather hiking boots).

11.8 Central Safety Committee

The Employer and the Union agree to establish and maintain a safety committee and determine the departments from which the members will be appointed. The Employer and the Union shall appoint an equal number of employees to the team. The Assistant General Manager/designated Director at the Water Works and the Chapter Chair of the Union shall be equal permanent members of the committee. The Assistant General Manager/designated Director at the Water Works and the Chapter Chair shall be cochairs of the committee. The Safety Manager will be a permanent member of the committee and provide accurate information regarding safety issues to the committee. Departments may establish their own safety committees and the Union may appoint at least one member of the teams in departments which have bargaining unit employees.

ARTICLE 12: WAGES

12.1 Wage Schedule

- a) The pay grade for each classification shall be as set out in the attached schedule.
- b) Employees shall receive a step increase as of the first day of January of each year of the contract unless the employee is on a Performance Improvement Plan. An employee who successfully completes a Performance Improvement Plan will then be eligible for a non-retroactive increase to the step withheld.
- c) Nothing in this agreement prohibits the Employer from granting employees a lump sum award or bonus. The Employer may pay a one-time cash inducement to new hires based upon labor market factors

12.2 Initial Step Placement

- a) The Employer may place a new employee on the schedule commensurate with the new employee's qualifications. If the new employee has completed six months of employment by the next January 1, the employee will receive a one- step increase next January 1, the employee will remain on the same step, but the new wage schedule will apply.
- b) Current employees promoted to a higher pay grade, shall be placed in the new grade at the nearest higher wage step to the current pay. If that does not result in at least a 4% wage increase then they will be placed at the next higher wage step in the new pay grade. The following January 1 they will be placed at the next higher wage step.
- c) Current employees transferring to a new job within the same pay grade shall receive no pay adjustment at the time of the transfer. They shall receive a step increase the following January 1.
- d) Current employees moving to a new job in a lower pay grade may be placed at the step of the pay grade commensurate with their qualifications. Employees returning to a job classification which they previously held shall be placed at the step representing where they would have been, if they had stayed in that position. In no case, shall the rate of pay be greater than the maximum rate of pay for that classification. Such employees shall then receive a step increase the following January 1.

12.3 Above Grade

Employees at or above the highest wage for their pay grade shall receive not less than a 2.0% increase.

12.4 Temporary Assignments

An employee who is temporarily assigned to a position in a higher pay grade for a full day shall be paid, starting on the first day, eight dollars (\$8.00) for each full day they are assigned to the higher pay grade position or receive eight (8) times the difference between their current hourly wage rate and the minimum hourly wage rate of the higher pay grade position they are assigned to, whichever is greater. If the employee is assigned to the higher pay grade on overtime they will receive \$1.50 per hour for each overtime hour or 1.5 times the difference between their current hourly wage rate and the minimum hourly wage rate of the higher pay grade position they are assigned to, whichever is greater. For holidays the rate will be \$2.00 for all hours worked in the upgraded assignment or 2 times the difference between their current hourly wage rate and the minimum hourly wage rate of the higher pay grade position they are assigned to, whichever is greater. If the temporary upgrade assignment is outside the employees normal work hours the employee will receive the appropriate temporary upgrade pay for all hours worked on the temporary assignment.

ARTICLE 13: Hours of Work

13.1 Definition

Work schedules are defined as an employee's assigned hours, days of the week, days off and shift

rotations. Nothing herein shall be construed as a guarantee of the number of hours of work per day or

per work week.

13.2 Assignment of Work

The Employer may assign an employee to a shift or work schedule as needed to efficiently operate the

Employer's business. Nothing in this agreement shall be interpreted to limit the employer's ability to

assign work to employees, including the right to assign, lengthen or shorten shifts or hours of work, or

overtime as the Employer, in its discretion, determines is best for the operation of the business.

13.3 Change in Work Schedules

The Employer shall provide ten (10) calendar days written notice to the employee prior to making a

permanent change in work schedules with a copy to the Union Chapter President and Secretary.

13.4 Overtime

The Employer shall pay overtime pay for hours worked in excess of forty hours per work week. Holidays

falling on an employee's regularly scheduled workday, employer approved training and conferences, jury

leave, voting leave, personal leave, bereavement leave, sick days, Emergency Response Time and vacation

days will count towards the forty hour standard. No other non-work time will count toward the forty

hours.

13.5 Wash-up Time

Employees shall receive reasonable and adequate wash-up time consistent with available facilities

immediately prior to the end of the shift. The Employer shall determine those positions, which shall

qualify for wash-up time.

13.6 Breaks

All bargaining unit employees will receive two (2) fifteen (15) minute paid rest periods per day scheduled

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during the first and second halves of the employee's shift, unless otherwise scheduled by the employee's supervisor.

13.7 Night Shift Differential

The Employer agrees to pay, in addition to the employee's regular hourly rate, a shift differential of 5% per hour for any regularly scheduled shift of which four or more hours occur between 6:00 p.m. and 6:00 a.m. Employees who are regularly assigned to a rotating shift shall be eligible for shift differential.

13.8 Weekend Shift Differential

The Employer agrees to pay, in addition to the employee's regular hourly rate, a shift differential of 15% per hour for any regularly scheduled weekend shift of which four or more hours occur between 12:00 a.m. Saturday and 12:00 a.m. Monday. Employees who are regularly assigned to a rotating shift shall be eligible for shift differential.

13.9 On-call

The Employer will specifically designate those employees in writing who will be in on-call status. An employee who is in on-call status is responsible for keeping the Employer aware of his or her whereabouts and shall be immediately available by telephone or pager. An employee in on-call status shall receive one hour's pay for each weekday, one and one-half hour's pay for each weekend day and two and one half hours pay for the 8 holidays listed in article 14.8 Holidays that an employee is in said status.

The on-call day shift begins at the beginning of the work shift and ends at the beginning of the work shift the next day. Employees designated to serve on-call may get someone in the same job classification to take their call for them (laborer in pipelines and concrete worker are considered the same classification for this section). Under this option, the employee may only have the substitute fill in for 1/3 day (8 hour) periods. On regularly scheduled work days, the substitute will be paid 1/2 of their daily on-call rate for this period. The employee originally designated to serve on-call will not be paid for this period, but will be paid 1/2 of their daily on-call rate assuming they are on-call the remainder of the day. On weekends and holidays, the substitute will be paid 1/3 of their daily on-call rate for this period. The employee originally designated to serve on-call will not be paid for this period, but will be paid 2/3 of their daily on-call rate assuming they are on-call the remainder of the day. Once the employee has made such an

arrangement they will need to communicate this information to their supervisor.

When the on-call personnel are on sleep recovery, other personnel will be assigned to take their place on-call until their exemption from call-in expires. These employees shall be selected by their supervisor using volunteers when possible. The replacement employees will be paid 1/2 of their daily on-call rate and the employees returning from sleep recovery will be paid 1/2 their daily on-call rate.

13.10 Emergency Response Pay

The Employer agrees that employees called back for duty or called in on an employee's day off will be guaranteed a minimum of two (2) hours pay at the appropriate rate of pay. To qualify for call-in pay, the time worked cannot be contiguous to the beginning or the end of an employee's scheduled work shift. Non-emergency, scheduled meetings are excluded from emergency response pay.

13.11 Sleep-in Time

The Employer agrees that in emergency situations (main breaks, snow removal, etc.) it may be necessary to require employees to work several hours during a time when they would normally be off. As a result employees may be too fatigued to work their next shift in full. In this event, except in cases of extreme emergency, employees shall be compensated with paid time off and excused from further call-in for a period of time. Sleep time reporting time shall start at the time the employee(s) receive(s) call to report to work. Paid work time begins when employee (s) enters Des Moines Water Works guard station. Reference chart is set forth in Appendix B, which is attached hereto and incorporated by this reference.

13.12 Phone-call Pay for Employees in Non-pay Status

If an employee is called at home according to protocol, the employee will be paid a flat rate of \$6.00 per call. If a call is 15 minutes or more in duration, the employee will be paid at their regular rate, rounded up or down to the nearest 15 minutes, in lieu of the \$6.00 flat rate. This rate will be subject to overtime, if more than 40 hours are worked during that week. If this calculation results in pay of less than \$6.00, the \$6.00 flat rate will apply.

This payment will be restricted to calls made to employees who are <u>not</u> on-call, when it is necessary to ask them a question related to their technical job knowledge and expertise. It does not apply to c a l ls made for administrative reasons, such as being called for timesheet information or for discussions of work scheduling, etc.

DMWW and AFSCME January 1, 2022 – December 31, 2026 **ARTICLE 14: FRINGE BENEFITS**

14.1 Workers Compensation Benefits

According to applicable State law, the Employer will provide Workers Compensation Insurance. If an

employee cannot return to work after a work-related injury, the next three days shall be recorded as the

employee's sick leave. Pay from the workers compensation carrier will be calculated beginning the

fourth day away from work. Employees may request to supplement workers compensation pay with sick

leave, vacation, or personal leave. If an employee is off 14 consecutive or non-consecutive days, then

workers compensation retroactively pays for the first three days of absence, and the sick leave used is

credited back to the employee.

14.2 Deferred Compensation

The Employer shall continue to provide a Section 457 deferred compensation plan that enables full-time

employees to defer pretax base pay and shift differential into investment options for retirement savings.

Eligibility begins on the first day of the month following the completion of three months of employment.

Employees with three (3) months or more of employment will receive an Employer match of \$1.00 for

ever y \$2.00 employee contribution up to 4.25% of base pay and shift differential.

Employees with Five (5) or more years of service will receive an Employer match of \$1.00 for every \$2.00

employee contribution up to 4.50% of base pay and shift differential. Employees with Ten (10) or more

years of service will receive an Employer match of \$1.00 for every \$2.00 employee contribution up to

5.00% of base pay and shift differential. Employees with Fifteen (15) or more years of service will receive

an Employer match of\$1.00 for every \$2.00 employee contribution up to 5.50% of base pay and shift

differential. Employees with Twenty (20) or more years of service will receive an Employer match of

\$1.00 for every \$2.00 employee contribution up to 6.00% of base pay and shift differential.

14.3 Sick Leave

Full-time employees earn 24 hours of sick leave after three (3) months of employment, and then earn 3.7

hours per pay period with unlimited accumulation. Employees in non-pay status shall not accrue sick

leave.

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Sick leave may be used for personal or immediate family illness. Immediate family is defined as spouse,

dependent children and foster children, dependent adults, parents, step parents, and parents-in-law, and

dependent grandchildren.

Employees may use accrued sick leave for personal illness (both physical and mental), bodily injuries,

and medically related disabilities resulting from pregnancy and childbirth, or exposure to contagious

disease: (a) which require the employee's confinement; or (b) which render the employee unable to

perform assigned duties; or (c) where performance of assigned duties would jeopardize the employee's

health or recovery. Employees may use accrued sick leave for personal medical, vision, or dental

appointments that cannot be scheduled at times other than during working hours. Employees may use

accrued sick leave for care of and necessary attention to ill or injured members of the immediate family

(as defined in paragraph two (2) of this section). Sick leave shall not be used for any reasons not

specifically set forth in this section.

Employees who are ill or have been absent because of an ill family member should complete a sick leave

request upon their return to work. An employee may be required to present a doctor's receipt upon their

return to work. This receipt should state the date of the doctor visit, length of illness, date allowed to

return to work, and any restrictions upon their return to work.

14.4 Bereavement Leave

Paid leave will be granted for work time lost due to a death in the family for all regular full time employees.

Up to five days will be granted for the death of a spouse, child, stepchild, foster child and parent. Up to

three days will be granted for the death of a father/mother-in-law, stepparent, brother/sister, or

stepbrother/sister. Up to eight hours will be granted for the death of a grandparent, grandchild,

brother/sister-in-law, or son/daughter-in-law, or to act as a pall bearer at any service. Up to four hours

will be given to attend the service of a fellow employee or retiree.

14.5 Vacation

After three months of full-time employment, twenty hours of vacation are credited the following pay

period. Vacation then accrues biweekly up to a maximum depending on years of employment as follows:

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Length of Service	Biweekly Accrual	Maximum Accrual
3 months to 5 years	3.08 hours	120 hours
5 to 12 years	4.62 hours	180 hours
12 to 19 years	6.16 hours	240 hours
19 years or more	7.70 hours	300 hours

Employees in non-pay status shall not accrue vacation. For auditing reasons, employees in the Finance Department must accumulate and use 40 consecutive hours of vacation each year.

Based on their length of service, part-time employees earn vacation at a prorated rate based upon the number of hours worked in the pay period.

Full-and part-time employees have the option of purchasing additional vacation at the beginning of each benefit year. Full-time employees may purchase an extra 8 to 56 hours of vacation each year, and part-time employees may purchase "one week" in proportion to their budgeted hours. Hours purchased, plus any vacation hours at purchase date, must be used by the end of the benefit year. Vacation must be taken at a time and in increments mutually acceptable to the employee and the supervisor.

In scheduling vacation, employees shall submit an electronic or written request to their supervisor for any vacations of one day or more by March 1 for that calendar year. The vacation requests submitted by March 1 will be split into two groups. Group 1 will be for vacation requests of one week or more in duration. Group 2 will be for vacation requests of full days of less than one week in duration. Vacation requests from Group 1 will be processed first, by seniority within Group 1.

Following the processing of the Group 1 vacation requests the Group 2 vacation requests will be processed by seniority within Group 2. To further clarify; employees requesting one week or more will be given preference in scheduling over employees requesting less than one week. For the purposes of this paragraph only, a holiday may be combined with vacation time to meet the one-week duration requirement.

All vacation requests made after March 1, and those requests made for less than one day in duration, will be approved on a first come, first served basis. In the event two requests of this type are made at the same

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All vacation requests made during the months of January and February shall be approved on a first come,

first served basis.

14.6 Holidays

Regular and new full-time employees shall receive eight (8) hours of Holiday pay for the following holidays:

New Year's Day Thanksgiving Day

Memorial Day Friday following Thanksgiving

Fourth of July Christmas Day and either

Labor Day the day before or the day after Christmas

Part-time employees' shall receive a portion of the holiday pay prorated on the basis of their annually budgeted hours. Employees who work more than eight hours a day shall be paid for their regular shift. When the holiday falls outside the regularly scheduled work week, the employee will receive eight (8) hours compensation.

Each regular full time and part time employee shall receive an additional five days as floating holidays, not to exceed eight (8) hours. The five floating holidays shall be credited to them on the first paycheck in January. New employees hired between January and Presidents' Day, shall be given 40 hours of floating holiday at time of hire. New employees hired between Presidents' Day and Veteran's Day shall be given 20 hours of floating holiday at the time of hire. Employees hired between Veteran's Day and December 31st shall be given 0 hours of floating holiday at time of hire. Accrued floating Holiday hour balances shall not be carried over to the next calendar year, nor be paid out at termination of employment.

Employees who work on a Holiday shall receive double time pay. There shall be no pyramiding of overtime as a result of holiday pay.

14.7 Catastrophic Illness Contributions

Regular full or part time employees who need extended leave beyond their accrued paid leave for a DMWW and AFSCME

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specific personal or family medical condition may submit a "DMWW Request to Receive Transferred
Leave" requesting the contribution of vacation or personal hours from other employees.

ARTICLE 15: LEAVES OF ABSENCES

15.1 Voting Leave

An employee entitled to vote at an election who does not have three consecutive hours before or after work when the polls are open shall be granted paid time off from work to vote. The time granted will be the amount needed so the employee has a total of three consecutive hours available during the time the polls are open. Application for Voting Leave shall be made individually and in writing prior to the date of the election, and the Employer shall designate the period of time to be taken.

15.2 Jury and Court Appearance Leave

Employees who receive a summons for jury duty, or a subpoena for a court appearance in a matter in which the employee is not a party, shall notify their supervisor immediately by memorandum with a copy of the summons or subpoena attached. For any time lost from work, an employee will receive full pay less any amount paid for jury or witness service, excluding expenses. Employees on the second or third shift may be rescheduled to the day shift to accommodate jury duty or witness service on a case by case basis. An employee who reports for jury duty or witness service and is dismissed more than one hour before the end of the employee's workday shall promptly report to work for the remainder of the work day.

15.3 Union Leave

Duly elected representatives of the union shall be granted time off without pay for union conventions and conferences. Combined time off for all representatives shall not exceed a total of 180 hours per year. Not more than two employees per director department and not more than four employees total shall be granted this leave for any one conference or convention. Such leave shall not interfere with the Employer's operations.

15.4 Military Leave

The Employer shall grant leaves of absence for military leaves as provided by federal and state statutes.

15.5 Family Medical Leave Act (FMLA) Leave

FMLA Leave shall be granted as provided by federal law. Eligible employees must use any accrued DMWW and AFSCME
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applicable leave time during an FMLA leave. Leave shall be applied in the following order: sick leave, personal leave, floating holidays, vacation. Guidelines, conditions and forms regarding FMLA leave are available from the Human Resources Department.

15.6 Other Leaves

The Employer has the discretion to grant other paid or unpaid leaves of absence.

ARTICLE 16: MISCELLANEOUS

16.1 Work Rules

The Employer may establish reasonable work rules not in conflict with any of the provisions of this

Agreement. Newly established work rules or amendments to existing work rules shall be reduced to

writing and furnished to the Local Union/Chapter at least seven (7) calendar days prior to the effective

date of the rule unless necessary for an emergency situation.

16.2 Access to Personnel Files

Employees shall have the right to inspect their personnel files as permitted by law. In the event of

disciplinary action involving a suspension or discharge, the Employer upon request will furnish a copy of

the affected employee's personnel file at no cost.

16.3 Payday

All employees shall be paid on a bi-weekly basis. Employees shall complete and submit time sheets on

or before the established deadlines.

16.4 Identification Cards

All employees shall receive and carry at all times while on duty identification cards and access cards. The

Employer will replace at no cost all identification and access cards that wear out. The Employee shall

receive one free replacement identification card per year if it is lost or stolen. Additional identification

cards and/or access cards lost by the employee will be replaced at a cost of not more than \$11.

16.5 Employee Assistance Program

The Employer will provide an Employee Assistance Program (EAP) similar to the program currently in

effect. The Employer and the Union will encourage the employee to seek professional assistance when

necessary.

16.6 Labor/Management Meetings

The Employer and Union agree to establish monthly labor/management meetings. Five (5) union

representatives and five (5) management representatives will be selected by the respective parties to

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attend the meetings. The **Director of Human Resources** and the Chapter Chair of the Union shall be

equal, permanent members of the committee. The **Director of Human Resources** and the Chapter

Chair of the Union shall be co-chairs of the committee.

The purpose of the meetings shall be to afford both labor and management a forum in which to

communicate on items that may be of interest to both parties. The meetings are established as a

communication vehicle only and shall not have authority to bind either the Union or the Employer. Union

representatives will be in pay status for all time spent in labor/management meetings which are held

during their regularly scheduled hours of employment

16.7 Certification Incentive Pay

Employees who acquire advanced certifications that aid them in their jobs are eligible for incentive pay.

The eligible certifications are Water Treatment and Water Distribution Operator Certificates from the

Iowa Department of Natural Resources.

In order to obtain incentive pay, an employee must acquire a Water Treatment or Water Distribution

Operator Certificate higher than that required for the employee's current position. Those employees not

required to hold a Water Treatment or Water Distribution Operator Certificate for their current position

are also eligible for this incentive pay. Incentive pay will be paid in July of each year upon confirmation

by the employee that they hold the advanced certification.

Incentive pay will be paid according to the following table:

Grade I Treatment or Distribution Certificate – \$300/year

Grade II Treatment or Distribution Certificate - \$400/year

Grade III Treatment or Distribution Certificate - \$500/year

Grade IV Treatment or Distribution Certificate - \$600/year

The parties will create a committee and meet once a year in order to review additional job classifications

to consider for incentive pay.

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ARTICLE 17: GENERAL

17.1 Permissive Subjects

The Union and the Employer acknowledge that, during the negotiations that resulted in this agreement,

each party had an unlimited right and opportunity to make requests and proposals with respect to any

subject or matter not removed by law from the area of negotiations. The understanding and agreements

arrived at between the parties after the exercise of that right and opportunity are set forth in this

agreement.

Therefore, the Employer and the Union, for the duration of this agreement and any extensions thereof,

each voluntarily and unqualifiedly waive the right, and each agrees that the other shall not be obligated

to bargain collectively with respect to any subject or matter referred to, or covered in this agreement, even

though said subject or matter may not have been within the knowledge or contemplation of either or both

of the parties at the time they negotiated or signed this agreement.

17.2 Future Discussions

This article is not intended to prohibit a discussion between the Employer and the Union in regard to

existing practices or any changes effected by either the legislature or courts during the term of this

agreement.

17.3 Saving Clause

In the event any provisions of this agreement conflict with the existing laws of the United States or the

State of Iowa, as determined by a court of competent jurisdiction, that part of said agreement in conflict

therewith shall not be applicable until such laws be changed, either by legislative action or judicial

interpretation. It is specifically agreed, however, that all provisions of said agreement not in conflict with

the applicable laws shall be enforceable; and only that part that conflicts with said law shall be

unenforceable; and nothing contained in this agreement shall be construed as to require the Employer or

the Union to violate any applicable laws. Both the Employer and the Union state that it is their intent to

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comply with all existing laws.

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17.4 Successorship

This agreement shall be final and binding on any and all successors and assigns of the employer, whether by sale, transfer, merger, acquisition, consolidation or otherwise. The Employer shall make it a condition of transfer that the successor shall be bound by the terms of this agreement

ARTICLE 18: DURATION

This Agreement shall become effective January 1, 2022 and remain in full force and effect through December 31, 2026. However, the parties agree to re-open the contract for wage negotiations to be effective January 1, 2025 and January 1, 2026.

This agreement shall automatically continue in effect from year to year thereafter unless 180 days prior to any annual expiration date either party gives the other party written notice of its desire to modify or terminate this Agreement as required by Chapter 20, code of Iowa.

In witness whereof, the parties have caused this Agr	reement to be signed by their representatives and their
signatures placed thereon, all on this day of	at Des Moines, Iowa.
For Des Moines Water Works:	For AFSCME:
By:	By:
Graham Gillette	Matt Butler
Chairperson	AFSCME/Iowa Council 61 Representative
By:	By:
Doug Garnett	Bill Blubaugh
Director of Human Resources	Chapter Chair

APPENDIX A: WAGE SCHEDULE

Job Classification by Pay Grade

Grade 1		
Grade 2	Automotive Service Worker	
	Custodian	
Grade 3	Grounds Laborer	Office Assistant
	Payment and Mail Processing Clerk	
Grade 4	Accounting Clerk	Customer Support Service Representative
	Distribution Support Specialist	Gardener
	Lead Custodian	Park Police Officer
	Pipelines Laborer (Utility Worker)	Water Production Laborer
Grade 5	Building Maintenance Utility Worker	Customer Service Specialist
	Customer Support Service Representative/	Data Quality Specialist
	Field Operations Support Specialist	Laboratory Technician
	Drafter	Sample Technician
	Leak Surveyor	Senior Inventory Specialist
Grade 6	Automotive Equipment Mechanic	Concrete Worker
	Backflow/Water Quality Technician	Service Worker
	Customer Service Coordinator	Equipment Operator – Grounds
	Engineering Customer Coordinator	GIS Analyst
	Equipment Operator – Pipelines	Lead Gardener
	Installer/Repair Worker	Process Control Operator
	Maintenance Mechanic	Relief Process Control Operator
	Process Control Operator – Waste Water	
Grade 7	Basin Maintenance Crew Leader	Control Center Operator
	Crew Leader – Pipelines	Crew Leader – Service
	Engineering Design Technician	Field Service Technician
	Engineering Technician	Welder Fabricator
	Lead Mechanic	Water Production Maintenance Technician
	Relief Control Center Operator	Water Production Specialist
	Utility Mechanic	
Grade 8	Control Systems Specialist	
	Engineering Analyst	

2022 Wage Schedule @3%

SALARY Grade	Step 1	Step 2	Step 3	Step4	Step 5	Step 6
1	17.65	18.31	18.96	19.64	20.32	21.04
2	19.59	20.29	21.03	21.78	22.55	23.33
3	21.79	22.59	23.41	24.25	25.08	25.97
4	24.25	25.12	26.03	26.96	27.90	28.88
5	26.82	27.80	28.79	29.82	30.86	31.94
6	29.89	30.96	32.09	33.23	34.39	35.60
7	33.21	34.41	35.67	36.94	38.24	39.58
8	37.02	38.36	39.74	41.16	42.60	44.10

2023 Wage Schedule @ 3%

SALARY Grade	Step 1	Step 2	Step 3	Step4	Step 5	Step 6
1	18.18	18.86	19.53	20.23	20.93	21.67
2	20.17	20.90	21.66	22.43	23.22	24.03
3	22.44	23.27	24.11	24.97	25.84	26.75
4	24.97	25.87	26.81	27.77	28.74	29.75
5	27.62	28.63	29.66	30.72	31.79	32.90
6	30.79	31.89	33.05	34.23	35.42	36.67
7	34.20	35.45	36.74	38.05	39.38	40.76
8	38.13	39.51	40.94	42.40	43.88	45.42

2024 Wage Schedule @3%

SALARY Grade	Step 1	Step 2	Step 3	Step4	Step 5	Step 6
1	18.73	19.43	20.12	20.84	21.56	22.32
2	20.78	21.53	22.31	23.10	23.92	24.75
3	23.11	23.97	24.83	25.72	26.61	27.55
4	25.72	26.65	27.62	28.60	29.60	30.64
5	28.45	29.49	30.55	31.64	32.74	33.89
6	31.71	32.85	34.04	35.25	36.49	37.77
7	35.23	36.51	37.84	39.19	40.56	41.99
8	39.27	40.69	42.16	43.67	45.20	46.79

NOTE: Ranges are 19.1% wide with 3.5% steps.

APPENDIX B: SLEEP-IN TIME

SLEEP-IN TIME SCHEDULE WITH REGULAR PAY

7:00 A.M. - 3:00 P.M. Shift (No Lunch)

		Paid Sleep			
Reporting Time	Work Completed	Time Hours	Report to Regular Shift	Shift Ends	Exempt Hours Until 11 p.m.
Reporting Time	Work completed	Hours	regular Shire	Jille Liids	Onth 11 p.m.
Prior to 10:30 p.m.	10:00 p.m. or before	0	7:00 a.m.	3:00 p.m.	0
Filor to 10.30 p.m.	10:30 p.m.	0.5	7:30 a.m.	3:00 p.m.	0
	11:00 p.m.	1	8:00 a.m.	3:00 p.m.	0
	11:30 p.m.	1.5	8:30 a.m.	3:00 p.m.	0
	12:00 a.m.	2	9:00 a.m.	3:00 p.m.	0
	12:30 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	1:00 a.m.	3	7:00 a.m.	12:00 p.m.	10.5
	1:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	2:00 a.m.	3.5	7:00 a.m.	11:00 a.m.	12
	2:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5
	3:00 a.m.	4.5 5	7:00 a.m.	10:30 a.m.	13
	3:30 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5
					13.5 14
	4:00 a.m.	6	7:00 a.m.	9:00 a.m.	
	4:30 a.m.	6.5	7:00 a.m.	8:30 a.m.	14.5
				After work	
				completed	
				or	
		_		replacement	
	5:00 a.m. or later	8	N/A	crew arrives	16
10:30 p.m.	11:00 p.m.	0.5	7:30 a.m.	3:00 p.m.	0
	11:30 p.m.	1	8:00 a.m.	3:00 p.m.	0
	12:00 a.m.	1.5	8:30 a.m.	3:00 p.m.	0
	12:30 a.m.	2	7:00 a.m.	1:00 p.m.	10
	1:00 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	1:30 a.m.	3	7:00 a.m.	12:00 p.m.	11
	2:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	2:30 a.m.	4	7:00 a.m.	11:00 a.m.	12
	3:00 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5
	3:30 a.m.	5	7:00 a.m.	10:00 a.m.	13
	4:00 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5

DMWW and AFSCME

	4:30 a.m.	6	7:00 a.m.	9:00 a.m.	14
	5:00 a.m. or later	6.5	7:00 a.m.	8:30 a.m.	14.5
	5.00 a.m. or later	0.5	7.00 a.iii.	8.30 a.iii.	14.5
11:00 p.m.	11:30 p.m.	0.5	7:30 a.m.	3:00 p.m.	0
	12:00 a.m.	1	8:00 a.m.	3:00 p.m.	0
	12:30 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	1:00 a.m.	2	7:00 a.m.	1:00 p.m.	10
	1:30 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	2:00 a.m.	3	7:00 a.m.	12:00 p.m.	11
	2:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	3:00 a.m.	4	7:00 a.m.	11:00 a.m.	12
	3:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5
	4:00 a.m.	5	7:00 a.m.	10:00 a.m.	13
	4:30 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5
	5:00 a.m. or later	6	7:00 a.m.	9:00 a.m.	14
11:30 p.m.	12:00 a.m.	0.5	7:30 a.m.	3:00 p.m.	0
	12:30 a.m.	1	7:00 a.m.	2:00 p.m.	9
	1:00 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	1:30 a.m.	2	7:00 a.m.	1:00 p.m.	10
	2:00 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	2:30 a.m.	3	7:00 a.m.	12:00 p.m.	11
	3:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	3:30 a.m.	4	7:00 a.m.	11:00 a.m.	12
	4:00 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5
	4:30 a.m.	5	7:00 a.m.	10:00 a.m.	13
	5:00 a.m. or later	5.5	7:00 a.m.	9:30 a.m.	13.5
12:00 a.m.	12:30 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	1:00 a.m.	1	7:00 a.m.	2:00 p.m.	9
	1:30 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	2:00 a.m.	2	7:00 a.m.	1:00 p.m.	10
	2:30 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	3:00 a.m.	3	7:00 a.m.	12:00 p.m.	11
	3:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	4:00 a.m.	4	7:00 a.m.	11:00 a.m.	12
	4:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5
	5:00 a.m. or later	5	7:00 a.m.	10:00 a.m.	13
12:30 a.m.	1:00 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	1:30 a.m.	1	7:00 a.m.	2:00 p.m.	9
	2:00 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5

DMWW and AFSCME January 1, 2022 – December 31, 2026

	2:30 a.m.	2	7:00 a.m.	1:00 p.m.	10
	3:00 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	3:30 a.m.	3	7:00 a.m.	12:00 p.m.	11
	4:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	4:30 a.m.	4	7:00 a.m.	11:00 a.m.	12
	5:00 a.m. or later	4.5	7:00 a.m.	10:30 a.m.	12.5
1:00 a.m.	1:30 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	2:00 a.m.	1	7:00 a.m.	2:00 p.m.	9
	2:30 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	3:00 a.m.	2	7:00 a.m.	1:00 p.m.	10
	3:30 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	4:00 a.m.	3	7:00 a.m.	12:00 p.m.	11
	4:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5
	5:00 a.m. or later	4	7:00 a.m.	11:00 a.m.	12
1:30 a.m.	2:00 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	2:30 a.m.	1	7:00 a.m.	2:00 p.m.	9
	3:00 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	3:30 a.m.	2	7:00 a.m.	1:00 p.m.	10
	4:00 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	4:30 a.m.	3	7:00 a.m.	12:00 p.m.	11
	5:00 a.m. or later	3.5	7:00 a.m.	11:30 a.m.	11.5
2:00 a.m.	2:30 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	3:00 a.m.	1	7:00 a.m.	2:00 p.m.	9
	3:30 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	4:00 a.m.	2	7:00 a.m.	1:00 p.m.	10
	4:30 a.m.	2.5	7:00 a.m.	12:30 p.m.	10.5
	5:00 a.m. or later	3	7:00 a.m.	12:00 p.m.	11
2:30 a.m. to 2:59					
a.m.	3:00 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5
	3:30 a.m.	1	7:00 a.m.	2:00 p.m.	9
	4:00 a.m.	1.5	7:00 a.m.	1:30 p.m.	9.5
	4:30 a.m.	2	7:00 a.m.	1:00 p.m.	10
	5:00 a.m. or later	2.5	7:00 a.m.	12:30 p.m.	10.5
3:00 a.m. and after	All Times	0	7:00 a.m.	3:00 p.m.	0

- * An employee is eligible for sleep-in time, If they work overtime between the hours of 10 p.m. and 3 a.m.
- * Sleep-in time hours are only accrued between the hours of 10 p.m. and 5 a.m. (7 hours).
- * Employees that do not work past Midnight are not exempt from on-call between the hours

of 3 p.m. to 11 p.m. the following day.

* An employee is eligible for 8 hours of sleep-in time, If the employee reports to work prior to 10 p.m. and works

overtime straight through to 5 a.m. or later.

- * An employee who has worked at least 30 minutes of overtime between the hours of 10 p.m. and 3 a.m. will accrue
- additional sleep-in time, if the employee must report back to work prior to 5 a.m.
- *An employee that has worked between the hours of 10 p.m. and midnight and is called back in after midnight, will report to work at 7 a.m. and take all accumulated sleep time at the end of the day. The employee

will be exempt until 11 p.m.

* The 1.5 hour Gap Rule no longer applies to the accrual of sleep-in time.

SLEEP-IN TIME SCHEDULE WITH REGULAR PAY

7:00 A.M. - 3:30 P.M. Shift

						Lunch = or
		Paid Sleep			Exempt	> 5 hours
Reporting		Time	Report to		Hours Until	No Lunch <
Time	Work Completed	Hours	Regular Shift	Shift Ends	11 p.m.	5 hours
Prior to						
10:30 p.m.	10:00 p.m. or before	0	7:00 a.m.	3:30 p.m.	0	Lunch
	10:30 p.m.	0.5	7:30 a.m.	3:30 p.m.	0	Lunch
	11:00 p.m.	1	8:00 a.m.	3:30 p.m.	0	Lunch
	11:30 p.m.	1.5	8:30 a.m.	3:30 p.m.	0	Lunch
	12:00 a.m.	2	9:00 a.m.	3:30 p.m.	0	Lunch
	12:30 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	1:00 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	1:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	2:00 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	2:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
	3:00 a.m.	5	7:00 a.m.	10:00 a.m.	13	No lunch
	3:30 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5	No lunch
	4:00 a.m.	6	7:00 a.m.	9:00 a.m.	14	No lunch
	4:30 a.m.	6.5	7:00 a.m.	8:30 a.m.	14.5	No lunch
	5:00 a.m. or later	8	N/A	After work completed or replacement crew arrives	16	
10:30 p.m.	11:00 p.m.	0.5	7:30 a.m.	3:30 p.m.	0	Lunch
	11:30 p.m.	1	8:00 a.m.	3:30 p.m.	0	Lunch
	12:00 a.m.	1.5	8:30 a.m.	3:30 p.m.	0	Lunch
	12:30 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	1:00 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	1:30 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	2:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	2:30 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	3:00 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
	3:30 a.m.	5	7:00 a.m.	10:00 a.m.	13	No lunch
	4:00 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5	No lunch
	4:30 a.m.	6	7:00 a.m.	9:00 a.m.	14	No lunch
	5:00 a.m. or later	6.5	7:00 a.m.	8:30 a.m.	14.5	No lunch

DMWW and AFSCME January 1, 2022 – December 31, 2026

11:00 p.m.	11:30 p.m.	0.5	7:30 a.m.	3:30 p.m.	0	Lunch
	12:00 a.m.	1	8:00 a.m.	3:30 p.m.	0	Lunch
	12:30 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	1:00 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	1:30 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	2:00 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	2:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	3:00 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	3:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
	4:00 a.m.	5	7:00 a.m.	10:00 a.m.	13	No lunch
	4:30 a.m.	5.5	7:00 a.m.	9:30 a.m.	13.5	No lunch
	5:00 a.m. or later	6	7:00 a.m.	9:00 a.m.	14	No lunch
					_	
11:30 p.m.	12:00 a.m.	0.5	7:30 a.m.	3:30 p.m.	0	Lunch
	12:30 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	1:00 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	1:30 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	2:00 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	2:30 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	3:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	3:30 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	4:00 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
	4:30 a.m.	5	7:00 a.m.	10:00 a.m.	13	No lunch
	5:00 a.m. or later	5.5	7:00 a.m.	9:30 a.m.	13.5	No lunch
12:00 a.m.	12:30 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
12.00 a.iii.	1:00 a.m.	0.5	7:00 a.m.	2:30 p.m.	8.5	Lunch
	1:30 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	
				-		Lunch
	2:00 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	2:30 a.m. 3:00 a.m.	2.5 3	7:00 a.m.	1:00 p.m.	10	Lunch
			7:00 a.m.	12:30 p.m.	10.5	Lunch
	3:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	4:00 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	4:30 a.m.	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
	5:00 a.m. or later	5	7:00 a.m.	10:00 a.m.	13	No lunch
12:30 a.m.	1:00 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
	1:30 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	2:00 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	2:30 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	3:00 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	3:30 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch

DMWW and AFSCME

	4:00 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	4:30 a.m.	4	7:00 a.m.	11:00 a.m.	12	No lunch
	5:00 a.m. or later	4.5	7:00 a.m.	10:30 a.m.	12.5	No lunch
1:00 a.m.	1:30 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
	2:00 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	2:30 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	3:00 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	3:30 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	4:00 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	4:30 a.m.	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
	5:00 a.m. or later	4	7:00 a.m.	11:00 a.m.	12	No lunch
1:30 a.m.	2:00 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
	2:30 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	3:00 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	3:30 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	4:00 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	4:30 a.m.	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
	5:00 a.m. or later	3.5	7:00 a.m.	11:30 a.m.	11.5	No lunch
2:00 a.m.	2:30 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
	3:00 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	3:30 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	4:00 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	4:30 a.m.	2.5	7:00 a.m.	1:00 p.m.	10	Lunch
	5:00 a.m. or later	3	7:00 a.m.	12:30 p.m.	10.5	Lunch
2:30 a.m. to	2.00	0.7	7.00	2.00		
2:59 a.m.	3:00 a.m.	0.5	7:00 a.m.	3:00 p.m.	8	Lunch
	3:30 a.m.	1	7:00 a.m.	2:30 p.m.	8.5	Lunch
	4:00 a.m.	1.5	7:00 a.m.	2:00 p.m.	9	Lunch
	4:30 a.m.	2	7:00 a.m.	1:30 p.m.	9.5	Lunch
	5:00 a.m. or later	2.5	7:00 a.m.	1.00 p.m.	10	Lunch
2:00 2 m						
3:00 a.m. and after	All Times	0	7:00 a.m.	3:30 p.m.	0	

^{*} An employee is eligible for sleep-in time, If they work overtime between the hours of 10 p.m. and 3 a.m.

^{*} Sleep-in time hours are only accrued between the hours of 10 p.m. and 5 a.m. (7 hours).

^{*} Employees that do not work past Midnight are not exempt from on-call between the hours of 3:30 p.m. to 11 p.m. the following day.

- * An employee is eligible for 8 hours of sleep-in time, If the employee reports to work prior to 10 p.m. and works overtime straight through to 5 a.m. or later.
- * An employee who has worked at least 30 minutes of overtime between the hours of 10 p.m. and 3 a.m. will accrue additional sleep-in time, if the employee must report back to work prior to 5 a.m.
- *An employee that has worked between the hours of 10 p.m. and midnight and is called back in after midnight, will report to work at 7 a.m. and take all accumulated sleep time at the end of the day. The employee will be exempt until 11 p.m.
- * The 1.5 hour Gap Rule no longer applies to the accrual of sleep-in time.

SLEEP-IN TIME SCHEDULE WITH REGULAR PAY

7:30 A.M. - 4:00 P.M. Shift

						Lunch =
						or > 5
			Report to		Exempt	hours
Reporting		Paid Sleep	Regular		Hours Until	No Lunch
Time	Work Completed	Time Hours	Shift	Shift Ends	11:30 p.m.	< 5 hours
Prior to 11:00						
p.m.	10:30 p.m. or before	0	7:30 a.m.	4:00 p.m.	0	Lunch
	11:00 p.m.	0.5	8:00 a.m.	4:00 p.m.	0	Lunch
	11:30 p.m.	1	8:30 a.m.	4:00 p.m.	0	Lunch
	12:00 a.m.	1.5	9:00 a.m.	4:00 p.m.	0	Lunch
	12:30 a.m.	2	9:30 a.m.	4:00 p.m.	0	Lunch
	1:00 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	1:30 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	2:00 a.m.	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
	2:30 a.m.	4	7:30 a.m.	11:30 a.m.	12	No lunch
	3:00 a.m.	4.5	7:30 a.m.	11:00 a.m.	12.5	No lunch
	3:30 a.m.	5	7:30 a.m.	10:30 a.m.	13	No lunch
	4:00 a.m.	5.5	7:30 a.m.	10:00 a.m.	13.5	No lunch
	4:30 a.m.	6	7:30 a.m.	9:30 a.m.	14	No lunch
	5:00 a.m.	6.5	7:30 a.m.	9:00 a.m.	14.5	No lunch
	5:30 a.m. or later	8	N/A	After work completed or replacement crew arrives	16	
11:00 p.m.	11:30 p.m.	0.5	8:00 a.m.	4:00 p.m.	0	Lunch
·	12:00 a.m.	1	8:30 a.m.	4:00 p.m.	0	Lunch
	12:30 a.m.	1.5	9:00 a.m.	4:00 p.m.	0	Lunch
	1:00 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	1:30 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	2:00 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	2:30 a.m.	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
	3:00 a.m.	4	7:30 a.m.	11:30 a.m.	12	No lunch
	3:30 a.m.	4.5	7:30 a.m.	11:00 a.m.	12.5	No lunch
	4:00 a.m.	5	7:30 a.m.	10:30 a.m.	13	No lunch
	4:30 a.m.	5.5	7:30 a.m.	10:00 a.m.	13.5	No lunch
	5:00 a.m.	6	7:30 a.m.	9:30 a.m.	14	No lunch
	5:30 a.m. or later	6.5	7:30 a.m.	9:00 a.m.	14.5	No lunch

DMWW and AFSCME

	I					
11.20 m m	12:00 a m	0.5	9,00 a m	4.00 n m	0	Lunch
11:30 p.m.	12:00 a.m. 12:30 a.m.	0.5 1	8:00 a.m. 8:30 a.m.	4:00 p.m.	0	Lunch Lunch
	1:00 a.m.	1.5	7:30 a.m.	4:00 p.m.	9	Lunch
	1:30 a.m.	2	7:30 a.m.	2:30 p.m.	9.5	Lunch
	2:00 a.m.	2.5	7:30 a.m.	2:00 p.m. 1:30 p.m.	9.5 10	Lunch
	2:30 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	3:00 a.m.	3.5	7:30 a.m.	1:00 p.m.	11.5	No lunch
	3:30 a.m.	4	7:30 a.m.	11:30 a.m.	12	No lunch
	4:00 a.m.	4.5	7:30 a.m.	11:00 a.m.	12.5	No lunch
	4:30 a.m.	5	7:30 a.m.	10:30 a.m.	13	No lunch
	5:00 a.m.	5.5	7:30 a.m.	10:30 a.m.	13.5	No lunch
	5:30 a.m. or later	6	7:30 a.m.	9:30 a.m.	13.5	No lunch
	5.50 a.m. or later	0	7.50 d.III.	9.50 a.iii.	14	NO TUTICIT
12:00 a.m.	12:30 a.m.	0.5	8:00 a.m.	4:00 p.m.	0	Lunch
	1:00 a.m.	1	7:30 a.m.	3:00 p.m.	8.5	Lunch
	1:30 a.m.	1.5	7:30 a.m.	2:30 p.m.	9	Lunch
	2:00 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	2:30 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	3:00 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	3:30 a.m.	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
	4:00 a.m.	4	7:30 a.m.	11:30 a.m.	12	No lunch
	4:30 a.m.	4.5	7:30 a.m.	11:00 a.m.	12.5	No lunch
	5:00 a.m.	5	7:30 a.m.	10:30 a.m.	13	No lunch
	5:30 a.m. or later	5.5	7:30 a.m.	10:00 a.m.	13.5	No lunch
	1				13.5	NO IUIICII
12:30 a.m.					13.5	Notunch
	1:00 a.m.	0.5	7:30 a.m.	3:30 p.m.	8	Lunch
	1:00 a.m. 1:30 a.m.					
		0.5	7:30 a.m.	3:30 p.m.	8	Lunch
	1:30 a.m.	0.5 1	7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m.	8 8.5	Lunch Lunch
	1:30 a.m. 2:00 a.m.	0.5 1 1.5	7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m.	8 8.5 9	Lunch Lunch Lunch
	1:30 a.m. 2:00 a.m. 2:30 a.m.	0.5 1 1.5 2	7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m.	8 8.5 9 9.5	Lunch Lunch Lunch Lunch
	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m.	0.5 1 1.5 2 2.5	7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m.	8 8.5 9 9.5 10	Lunch Lunch Lunch Lunch Lunch
	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m.	0.5 1 1.5 2 2.5	7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m.	8 8.5 9 9.5 10 10.5	Lunch Lunch Lunch Lunch Lunch Lunch
	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m.	0.5 1 1.5 2 2.5 3	7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m.	8 8.5 9 9.5 10 10.5 11.5	Lunch Lunch Lunch Lunch Lunch Lunch No lunch
	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m. 4:30 a.m.	0.5 1 1.5 2 2.5 3 3.5	7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m. 7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m. 12:00 p.m.	8 8.5 9 9.5 10 10.5 11.5	Lunch Lunch Lunch Lunch Lunch No lunch
1:00 a m	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m. 4:30 a.m. 5:00 a.m.	0.5 1 1.5 2 2.5 3 3.5 4 4.5	7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m. 11:30 a.m. 11:00 a.m.	8 8.5 9 9.5 10 10.5 11.5 12 12.5 13	Lunch Lunch Lunch Lunch Lunch No lunch No lunch No lunch
1:00 a.m.	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m. 4:30 a.m. 5:00 a.m. 5:30 a.m. or later	0.5 1 1.5 2 2.5 3 3.5 4 4.5 5	7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m. 11:30 a.m. 11:00 a.m. 10:30 a.m.	8 8.5 9 9.5 10 10.5 11.5 12 12.5 13	Lunch Lunch Lunch Lunch No lunch No lunch No lunch Lunch
1:00 a.m.	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m. 4:30 a.m. 5:00 a.m. 5:30 a.m. or later	0.5 1 1.5 2 2.5 3 3.5 4 4.5 5	7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m. 11:30 a.m. 11:00 a.m. 10:30 a.m. 3:30 p.m.	8 8.5 9 9.5 10 10.5 11.5 12 12.5 13	Lunch Lunch Lunch Lunch Lunch No lunch No lunch No lunch Lunch
1:00 a.m.	1:30 a.m. 2:00 a.m. 2:30 a.m. 3:00 a.m. 3:30 a.m. 4:00 a.m. 4:30 a.m. 5:00 a.m. 5:30 a.m. or later	0.5 1 1.5 2 2.5 3 3.5 4 4.5 5	7:30 a.m.	3:30 p.m. 3:00 p.m. 2:30 p.m. 2:00 p.m. 1:30 p.m. 1:00 p.m. 11:30 a.m. 11:00 a.m. 10:30 a.m.	8 8.5 9 9.5 10 10.5 11.5 12 12.5 13	Lunch Lunch Lunch Lunch No lunch No lunch No lunch Lunch

DMWW and AFSCME

	4:00 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	4:30 a.m.	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
	5:00 a.m.	4	7:30 a.m.	11:30 a.m.	12	No lunch
	5:30 a.m. or later	4.5	7:30 a.m.	11:00 a.m.	12.5	No lunch
1:30 a.m.	2:00 a.m.	0.5	7:30 a.m.	3:30 p.m.	8	Lunch
	2:30 a.m.	1	7:30 a.m.	3:00 p.m.	8.5	Lunch
	3:00 a.m.	1.5	7:30 a.m.	2:30 p.m.	9	Lunch
	3:30 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	4:00 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	4:30 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	5:00 a.m.	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
	5:30 a.m. or later	4	7:30 a.m.	11:30 a.m.	12	No lunch
2:00 a.m.	2:30 a.m.	0.5	7:30 a.m.	3:30 p.m.	8	Lunch
2.00 a.m.	3:00 a.m.	1	7:30 a.m.	3:00 p.m.	8.5	Lunch
	3:30 a.m.	1.5	7:30 a.m.	2:30 p.m.	9	Lunch
	4:00 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	4:30 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	5:00 a.m.	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
	5:30 a.m. or later	3.5	7:30 a.m.	12:00 p.m.	11.5	No lunch
2:30 a.m.	3:00 a.m.	0.5	7:30 a.m.	3:30 p.m.	8	Lunch
	3:30 a.m.	1	7:30 a.m.	3:00 p.m.	8.5	Lunch
	4:00 a.m.	1.5	7:30 a.m.	2:30 p.m.	9	Lunch
	4:30 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	5:00 a.m.	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
	5:30 a.m. or later	3	7:30 a.m.	1:00 p.m.	10.5	Lunch
3:00 a.m. to						
3:29 a.m.	3:30 a.m.	0.5	7:30 a.m.	3:30 p.m.	8	Lunch
	4:00 a.m.	1	7:30 a.m.	3:00 p.m.	8.5	Lunch
	4:30 a.m.	1.5	7:30 a.m.	2:30 p.m.	9	Lunch
	5:00 a.m.	2	7:30 a.m.	2:00 p.m.	9.5	Lunch
	5:30 a.m. or later	2.5	7:30 a.m.	1:30 p.m.	10	Lunch
3:30 a.m. and						
after	All Times	0	7:30 a.m.	4:00 p.m.	0	

^{*} An employee is eligible for sleep-in time, If they work overtime between the hours of 10:30 p.m. and 3:30 a.m.

^{*} Sleep-in time hours are only accrued between the hours of 10:30 p.m. and 5:30 a.m. (7 hours).

^{*} Employees that do not work past 12:30 a.m. are not exempt from on-call between the hours of 4 p.m. to 11:30 p.m. the following day.

- * An employee is eligible for 8 hours of sleep-in time, If the employee reports to work prior to 10:30 p.m. and works
- overtime straight through to 5:30 a.m. or later.
- * An employee who has worked at least 30 minutes of overtime between the hours of 10:30 p.m. and 3:30 a.m. will accrue
- additional sleep-in time, if the employee must report back to work prior to 5:30 a.m.
- *An employee that has worked between the hours of 10:30 p.m. and 12:30 a.m. and is called back in after
- 12:30 a.m., will report to work at 7:30 a.m. and take all accumulated sleep time at the end of the day. The employee
- will be exempt until 11:30 p.m.
- * The 1.5 hour Gap Rule no longer applies to the accrual of sleep-in time.

SLEEP-IN TIME SCHEDULE WITH REGULAR PAY

8:00 A.M. - 4:30 P.M. Shift

					Exempt	Lunch = or
					Hours	> 5 hours
Reporting		Paid Sleep	Report to		Until 12	No Lunch <
Time	Work Completed	Time Hours	Regular Shift	Shift Ends	a.m.	5 hours
Prior to 11:30						
p.m.	11:00 p.m. or before	0	8:00 a.m.	4:30 p.m.	0	Lunch
, , , , , , , , , , , , , , , , , , , 	11:30 p.m.	0.5	8:30 a.m.	4:30 p.m.	0	Lunch
	12:00 a.m.	1	9:00 a.m.	4:30 p.m.	0	Lunch
	12:30 a.m.	1.5	9:30 a.m.	4:30 p.m.	0	Lunch
	1:00 a.m.	2	10:00 a.m.	4:30 p.m.	0	Lunch
	1:30 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	2:00 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	2:30 a.m.	3.5	8:00 a.m.	12:30 p.m.	11.5	No lunch
	3:00 a.m.	4	8:00 a.m.	12:00 p.m.	12	No lunch
	3:30 a.m.	4.5	8:00 a.m.	11:30 a.m.	12.5	No lunch
	4:00 a.m.	5	8:00 a.m.	11:00 a.m.	13	No lunch
	4:30 a.m.	5.5	8:00 a.m.	10:30 a.m.	13.5	No lunch
	5:00 a.m.	6	8:00 a.m.	10:00 a.m.	14	No lunch
	5:30 a.m.	6.5	8:00 a.m.	9:30 a.m.	14.5	No lunch
	6:00 a.m. or later	8	N/A	After work completed or replacement crew arrives	16	
11:30 p.m.	12:00 a.m.	0.5	8:30 a.m.	4:30 p.m.	0	Lunch
	12:30 a.m.	1	9:00 a.m.	4:30 p.m.	0	Lunch
	1:00 a.m.	1.5	9:30 a.m.	4:30 p.m.	0	Lunch
	1:30 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	2:00 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	2:30 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	3:00 a.m.	3.5	8:00 a.m.	12:30 p.m.	11.5	No lunch
	3:30 a.m.	4	8:00 a.m.	12:00 p.m.	12	No lunch
	4:00 a.m.	4.5	8:00 a.m.	11:30 a.m.	12.5	No lunch
	4:30 a.m.	5	8:00 a.m.	11:00 a.m.	13	No lunch
	5:00 a.m.	5.5	8:00 a.m.	10:30 a.m.	13.5	No lunch
	5:30 a.m.	6	8:00 a.m.	10:00 a.m.	14	No lunch
	6:00 a.m. or later	6.5	8:00 a.m.	9:30 a.m.	14.5	No lunch

DMWW and AFSCME January 1, 2022 – December 31, 2026

12.00	12:20	٥٦	0,20	4,20	_	مات میں ا
12:00 a.m.	12:30 a.m.	0.5	8:30 a.m.	4:30 p.m.	0	Lunch
	1:00 a.m.	1	9:00 a.m.	4:30 p.m.	0	Lunch
	1:30 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	2:00 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	2:30 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	3:00 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	3:30 a.m.	3.5	8:00 a.m.	12:30 p.m.	11.5	No luncl
	4:00 a.m.	4	8:00 a.m.	12:00 p.m.	12	No luncl
	4:30 a.m.	4.5	8:00 a.m.	11:30 a.m.	12.5	No luncl
	5:00 a.m.	5	8:00 a.m.	11:00 a.m.	13	No luncl
	5:30 a.m.	5.5	8:00 a.m.	10:30 a.m.	13.5	No lunch
	6:00 a.m. or later	6	8:00 a.m.	10:00 a.m.	14	No lunch
12:30 a.m.	1:00 a.m.	0.5	8:30 a.m.	4:30 p.m.	0	Lunch
	1:30 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	2:00 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	2:30 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	3:00 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	3:30 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	4:00 a.m.	3.5	8:00 a.m.	12:30 p.m.	11.5	No luncl
	4:30 a.m.	4	8:00 a.m.	12:00 p.m.	12	No luncl
	5:00 a.m.	4.5	8:00 a.m.	11:30 a.m.	12.5	No luncl
	5:30 a.m.	5	8:00 a.m.	11:00 a.m.	13	No luncl
	6:00 a.m. or later	5.5	8:00 a.m.	10:30 a.m.	13.5	No lunch
1:00 a.m.	1:30 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
1.00 a	2:00 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	2:30 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	3:00 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	3:30 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	4:00 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	4:30 a.m.	3.5	8:00 a.m.	12:30 p.m.	11.5	No lunch
	5:00 a.m.	4	8:00 a.m.	12:00 p.m.	12	No lunch
	5:30 a.m.	4.5	8:00 a.m.	11:30 a.m.	12.5	No lunch
	6:00 a.m. or later	5	8:00 a.m.	11:00 a.m.	13	No lunch
1:30 a.m.	2:00 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
	2:30 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	3:00 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	3:30 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	4:00 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	4:30 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch

DMWW and AFSCME

January 1, 2022 – December 31, 2026

'	5:00 a.m.	3.5	8:00 a.m.	12.30 p.m.	11.5	No lunch
	5:30 a.m.	4	8:00 a.m.	12:00 p.m.	12	No lunch
	6:00 a.m. or later	4.5	8:00 a.m.	11:30 a.m.	12.5	No lunch
		_				
2:00 a.m.	2:30 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
	3:00 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	3:30 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	4:00 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	4:30 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	5:00 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	5:30 a.m.	3.5	8:00 a.m.	12.30 p.m.	11.5	No lunch
	6:00 a.m. or later	4	8:00 a.m.	12:00 p.m.	12	No lunch
2:30 a.m.	3:00 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
	3:30 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	4:00 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	4:30 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	5:00 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	5:30 a.m.	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
	6:00 a.m. or later	3.5	8:00 a.m.	12.30 p.m.	11.5	No lunch
3:00 a.m.	3:30 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
	4:00 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	4:30 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	5:00 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	5:30 a.m.	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
	6:00 a.m. or later	3	8:00 a.m.	1:30 p.m.	10.5	Lunch
3:30 a.m. to	4.00	2 -	2.22	4.00		
3:59 a.m.	4:00 a.m.	0.5	8:00 a.m.	4:00 p.m.	8	Lunch
	4:30 a.m.	1	8:00 a.m.	3:30 p.m.	8.5	Lunch
	5:00 a.m.	1.5	8:00 a.m.	3:00 p.m.	9	Lunch
	5:30 a.m.	2	8:00 a.m.	2:30 p.m.	9.5	Lunch
	6:00 a.m. or later	2.5	8:00 a.m.	2:00 p.m.	10	Lunch
4:00 a.m. and						
after	All Times	0	8:00 a.m.	4:30 p.m.	0	

^{*} An employee is eligible for sleep-in time, If they work overtime between the hours of 11 p.m. and 4 a.m.

^{*} Sleep-in time hours are only accrued between the hours of 11 p.m. and 6 a.m. (7 hours).

^{*} Employees that do not work past 1:00 a.m. are not exempt from on-call between the hours of 4:30 p.m. to 12 p.m. the following day.

- * An employee is eligible for 8 hours of sleep-in time, If the employee reports to work prior to 11:00 p.m.
- and works overtime straight through to 6 a.m. or later.
- * An employee who has worked at least 30 minutes of overtime between the hours of 11 p.m. and 4 a.m. will
- accrue additional sleep-in time, if the employee must report back to work prior to 6 a.m.
- *An employee that has worked between the hours of 11:00 p.m. and 1:00 a.m. and is called back in after
- 1:00 a.m., will report to work at 8 a.m. and take all accumulated sleep time at the end of the day. The employee
- will be exempt until 12 a.m.
- * The 1.5 hour Gap Rule no longer applies to the accrual of sleep-in time.



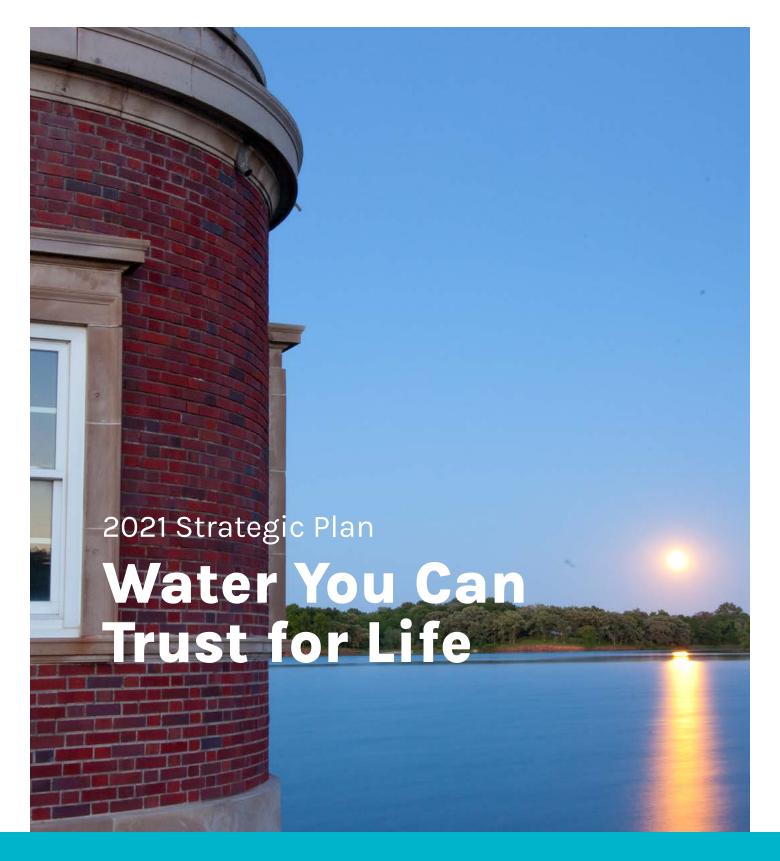
DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	III-B	
Meeting Date: Nove	ember 23, 2021	
Chairperson's Signa	ture 🗌 Yes 🔯 N	(

AGENDA ITEM FORM

SUBJECT: Receive and File DMWW 2021 Strategic Plan

SUMMARY:
This spring DMWW engaged HDR Inc. to facilitate a utility wide strategic planning process. The HDR facilitated process resulted in an exceptional level of engagement from the community and other stakeholders, who have provided valuable insights and helped identify the priorities that are most important to our customers, and the community at large. Together with the leadership of our Senior Management Team, we have developed an ambitious, but achievable plan, which will help us to overcome both current and future challenges. It represents our pathway forward and we look forward to launching it and building a stronger, more diverse utility. The completed strategic plan was presented at the Board Planning Committee meeting on November 2, 2021.
The plan is presented today for the Board to receive and file after which implementation will begin.
FISCAL IMPACT:
None.
RECOMMENDED ACTION:
Receive and file the DMWW 2021 Strategic Plan.
BOARD REQUIRED ACTION:
Motion to receive and file the DMWW 2021 Strategic Plan.
(date) (date) Ted Corrigan, P.E. (date) CEO and General Manager
Attachments: DMWW 2021 Strategic Plan







The demands of our work lives seem to grow every year. We become so focused on the day-to-day, it becomes difficult to step back and see the broader picture; to see not only what is most important today but what will become most important tomorrow. We must be purposeful in our planning.

In 2021, Des Moines Water Works completed a facilitated strategic planning process. This process has generated input from leaders in our community, from our customers, from DMWW employees, and from other stakeholders across the Des Moines metro area. The process has resulted in an incredibly rich data set which has helped us understand customer expectations, recognize opportunities, and identify priorities to address the needs of today and prepare for the needs of tomorrow.

It is clear that our stakeholders expect DMWW to be leaders in the water industry, ensuring access to **safe, clean drinking** water for all. They expect us to be good stewards of our financial investments, of the environment, and of the infrastructure our predecessors entrusted to us. They expect us to **plan for the** future: the future workforce, changes in climate, and growth in the metro area -- and they expect us to do all of this in a **fair and equitable** manner.

We rise to the challenge.

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4How We Got Here

8 2021 Strategic Plan

10Strategic Initiatives

We owe a debt of gratitude to all of these stakeholders for the direction they have provided and for the trust they have placed in DMWW, its employees, and its Board.

This Plan is a monumental step toward reaching our goals and meeting these expectations. We take pride in these responsibilities and look forward to updating our stakeholders and our communities on our progress in the coming months. We sincerely thank you for your continued support.



Ted Corrigan

CEO and General Manager, Des Moines Water Works



How We Got Here

Strategic Plan Development

Acknowledgements

The 2021 Strategic Planning initiative would not have been possible without the insight, guidance, and engagement from the Des Moines community, employees, our utility peers, and a Strategic Plan Community Advisory Group.

Planning Background

Des Moines Water Works (DMWW) is an independently operated public utility providing drinking water to approximately 600,000 people in the Greater Des Moines area. As the largest water utility in lowa, it is among the largest 100 utilities in the country and is recognized as an industry leader. In 2010, the utility last completed a Strategic Plan to guide the utility's progress into the future. Over the recent few years, the utility has experienced changes in leadership and staffing and faced new challenges due to the COVID-19 Pandemic. In early 2021, utility leadership initiated a strategic planning effort in earnest to provide a clear roadmap for the next five years and reframe the utility's commitment to providing water you can trust for life.

Engaging and Listening to Our Community

COMMUNITY ADVISORY GROUP: A Community Advisory Group (CAG) consisting of approximately 18 community stakeholders represented varying interests and portions of the community throughout the strategic planning process. The CAG membership included large and small customers, local leaders, economic planning representatives, employees, Board members, and DMWW leadership. The CAG met three times to serve as a consultation group that provided local knowledge and helped define the utility's Mission, Core Values, and Goals/Objectives. The insight provided by the CAG helped to facilitate a plan that more accurately represents broad community perspective.

The group used data collected from community and stakeholder input to provide guidance on services DMWW offers that are tailored towards defined customer values and are responsive to future trends and customer needs.

DMWW is thankful for the support and insights provided by the following CAG members:

- Andrea Boulton, DMWW Board Member
- Lori Leo, DMWW Union Leadership
- · Rachelle Bastow, DMWW Staff
- Dylan White, DMWW Staff
- Carl Voss, City of DSM City Councilor
- Pam Cooksey, City of DSM Assistant City Manager
- Matt McCoy, Polk County Supervisor
- Bob Rice, Polk County Director of Public Works
- David Jones, Ankeny City Manager
- Anne Bacon, Executive Director IMPACT
- Rob Denson, President Des Moines Area Community College

- Sonja Reyes, Human Rights Commission -Office of Latino Affairs
- Luke Nelson, Norwalk City Manager
- Amy Jennings, DMWW Park Foundation President and Executive Director Greater Des Moines Leadership Institute
- Kathryn Kunert, VP MidAmerican, Central Iowa Water Trails Board
- Joseph Jones, Executive Director at The Harkin Institute for Public Policy & Citizen Engagement
- Jay Byers, President and CEO Greater Des Moines Partnership

Utility Benchmarking

The DMWW Strategic Planning benchmark analysis evaluated five utilities: **Denver Water, Phoenix Water, WaterOne, Louisville Water,** and **DMWW,** and their strategies towards stakeholder engagement. Each utility provided insights regarding their strategic plan, annual budget along with funds dedicated to Operations & Maintenance (O&M)/ Capital Improvement Plan (CIP); customer rates and rate designs; distribution system size and needs; annually, the average amount of non-revenue water produced; and employee demographics.

The Benchmark analysis provided a side-by-side comparison of each participant profile and their response to "Diversity & Inclusion Goals," "Customer Engagement," "Customer Service Assessment," "Measuring Affordability," and "Service Goals." This analysis informed best practices and generated comparative recommendations for DMWW to consider as the 2021 Strategic Plan was developed. It provides a comparison to benchmark for industry alignment.

The analysis provides some offerings of best practices and lessons learned:

- Focus on continuous improvement as a core business philosophy
- Learn by doing for successful program implementation
- Explore employing new tools to reach new audiences
- Encourage process and operational improvement submittals by employees
- Form tactical work groups for strategic plan initiatives
- Identify champions or sponsors for initiatives
- Conduct project closeout assessments, identify lessons learned, and best practices
- Invest in the future by investing in employees
- Plan for cyber threats

Several key areas of focus were drawn from this analysis and offered recommendations the utility could align with as the 2021 Strategic Plan formalized. Recommendations focused on the following areas:

- · Staff succession planning
- · Dedicated diversity, equity, and inclusion
- · Social media engagement
- · Strengthening frontline customer service
- · Rate study
- · Education and community programming

Data Collection

The strategic planning effort employed an approach that featured a variety of data collection methods and multiple sources to produce a comprehensive understanding of community, customer, and employee insights regarding the service DMWW provides. The 2021 Strategic Plan was developed through input collected through community and stakeholder surveys, desktop analysis using community data assessment, benchmarking, a Community Advisory Group, employee/retiree virtual listening tours, virtual and social engagement, and management team oversight and decision-making.

VIRTUAL ENGAGEMENT: DMWW's Think

Downstream website (thinkdownstream.com) was transformed to provide interested stakeholders a forum to learn, engage, and share their ideas for the utility's future. English and Spanish versions of the community surveys were made accessible to members of the community. Input was also gathered at the Latino Film Festival and through "quick poll" surveys to help refine priorities of the public, to supplement the survey data.

SOCIAL MEDIA: DMWW's social media channels (Facebook, Instagram, and Twitter) were used to communicate information about the strategic planning effort and solicit engagement. Social media is widely used throughout the Des Moines service area and accessibility to devices among residents is high. Early community analysis

indicated that Facebook is the most used social media application. The utility also created awareness of the planning effort on Iowa Public Radio.

NEWSLETTERS & LISTENING TOURS: The *H20 Line* customer newsletter was used to share information about the community listening tour and customer survey. The internal employee newsletter, *The Spigot*, was used to communicate the community survey, the community listening tour, the employee survey and the employee listening tour. One public and three employee listening tour events were held to share information about the strategic plan project and receive verbal feedback. CEO Ted Corrigan hosted the events and listened to insights from those who participated.

SURVEYS: An employee-retiree survey was distributed to current and former DMWW employees to respond to and provide information about the employee experience including topics related to: hiring/recruitment of staff, career building, mentorship, organizational communication, retention, and diversity, equity, and inclusion (DE&I). The survey received 98 responses with approximately 75% from current DMWW employees and 25% from retired employees. Additionally, employees provided informal anecdotal feedback to supervisors and representatives of the management team.

The issues most identified in the open-ended questions were; the need for more employee training, better work-life balance, increase in staffing, more open communication with leadership, and a need for more inclusion and diversity within DMWW's culture.

The **large customer survey** was conducted to obtain information about DMWW customers' experiences, along with feedback on existing and potential future areas of focus. An email was sent to DMWW wholesale and total service customers. A total of 11 responses were provided to the survey, 1 from wholesale customers, and 10 from retail customers. All the customers who participated have relatively regular communication with the utility, noticeable by the 100% yes response to the question asking if they have had direct contact with DMWW. While the sample size is small, this data still helped DMWW understand the current interactions between

DMWW customer service agents and larger customers, the needs of larger customers, and their priorities for the future.

A **community survey** was also distributed through a variety of communication channels including social media, website, and email. The survey generated 240 voluntary participants from throughout the community. The survey sought to learn more about the public's perceptions and needs regarding water services, communications with the utility, billing and payment, and perspectives on what the utility should focus on during the next 5 years.

Using the zip codes provided by the participants, those who completed the survey were from central lowa around Des Moines; however, the majority live in Polk County and the surrounding Dallas County, Madison County, and Warren County situated near the North River. (See Figure 1.)

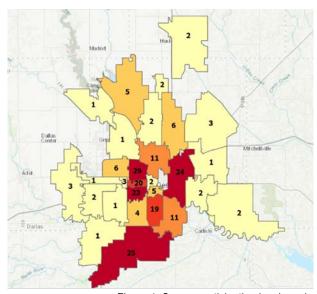


Figure 1. Survey participation by zip code.

The survey also revealed that a significant majority of those who participated are single-family home owners. While the survey received nearly equal participation between income levels, it was heavily slanted toward homes with internet usage. While paper surveys were available, none were employed.

Based on overall sentiments from the responses, the public desires the utility to focus on improving the perception of the quality of water delivered to the homes and businesses of customers in the Des Moines area. Participants stressed the need to provide more educational resources regarding best practices of water usage to inform customers who are not following the current information published by DMWW. To communicate information regarding water services from DMWW, it is recommended that this additional information is inserted with the billing statements, as there was a strong preference among the participants to receive information in that form.

While the DMWW website was found by the participants to be relatively easy to use, several participants suggested distributing additional information related to water service via e-mail or on social media to reinforce the information to customers.

Participants were asked about cost and services. A clear response was gleaned from this analysis. Participants indicated they believe they should not have to choose between affording water and having safe, good quality water.

Generally, respondents indicated above average levels of satisfaction with the cost of services.



2021 Strategic Plan

A Foundation for the Future

Des Moines Water Works is committed to providing excellence in service to its customers and to be an employer of choice within central lowa. The 2020 Census indicates that central lowa and the Des Moines metropolitan area is the fastest growing community in the state. As our community continues to grow in population, so too must we plan for growth in our services, investments in infrastructure, and water resources. Investing today will help save money for the utility in the longer term. The 2021 Strategic Plan provides proactive solutions to build the foundation and offer early solutions for the future.

We believe service is at the heart of everything we do – protecting public health, advocating for water quality, being an appropriate steward of our natural resources, and being an employer of choice in our community.

We are committed to consistently providing reliable, affordable, and high-quality drinking water.

Our Mission

The utility's mission sets the overall strategic direction for everything outlined in this Strategic Plan. Our mission is:

Leading and advocating to deliver water you can trust for life.

As Central Iowa's Water Utility, We Value:



Leadership

DISTINCTIVE LEADERSHIP & ADVOCACY

We do all we can to lead the state and industry by pushing boundaries and moving our utility beyond expectations. We have the courage to continually question ourselves to shape a better future for our community. We do this by meeting today's needs while planning for those of tomorrow.



One Team

COLLABORATIVELY WORKING TOGETHER

We work to be an employer of choice by making it a priority to listen, engage, train, mentor, and show appreciation to our team members. A team that feels heard, empowered, and trusted is a team that dedicates themselves to living our Mission. This is our employee-employer promise.



Diversity & Inclusion

EMPOWERING & EMBRACING EVERYONE'S STRENGTHS

We demonstrate our commitment to our team members, customers, and community by presenting everyone the opportunity to provide or receive the best water service possible. Whether through workforce development or listening to our community members, we strive to elevate all voices. In doing so, we make better, more informed and equitable decisions.



Customer Experience

SERVICE SOLUTIONS FOR

TODAY & TOMORROW

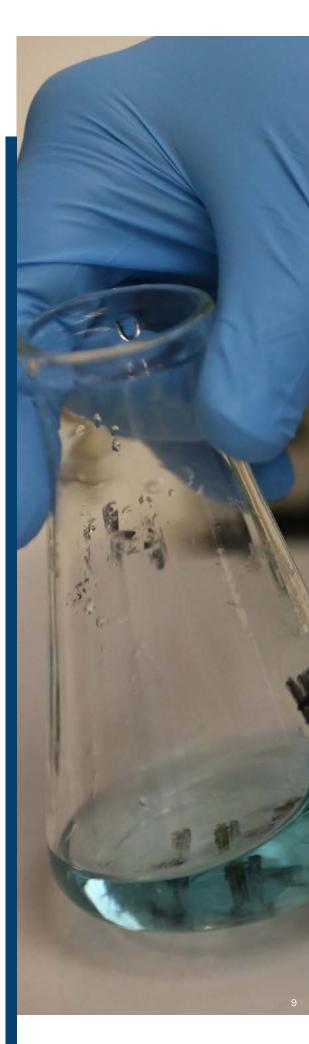
We stand by our promise to always be public servants first. It is our responsibility to deliver safe, high-quality drinking water and find reasonable solutions that help all customers access this water. We aim to meet water needs in our communities by listening first and making decisions that benefit our customers. This allows us to continuously improve and deliver high-quality water for generations to come.



Stewardship

THE ENVIRONMENTAL & FINANCIAL BLUEPRINT FOR OUR WATER FUTURE

We take pride in our responsibility to protect source water quality, natural resources, and the financial investments of the utility. We foster a sense of collective stewardship by practicing ethical conduct that respects our employees, puts rates collected from our customers to good use, and safeguards the environment. Through deliberate collaboration with stakeholders, we will employ innovation and strategy that supports sustainable water quality practices. We work to secure our water future by making sound financial decisions and striving to reduce our impact to the environment, so that we can deliver clean water to our customers well into the future.



Strategic Initiatives

Our Priorities

It is recommended an initiative champion(s) be identified for each implementation tactic. The champion should represent the voice of utility management and serve as a sounding board, advocate, and quality assurance/assessment advisor.

2022 Priorities

Core Values Strategic Initiative **Implementation Tactics** Determine formal direction Engage in partnering discussions the utility will take to develop a Memorandum of with regard to regional Understanding for governance of a governance for the utility regional production utility, should that be across central Iowa. the chosen path forward for central Iowa. Invest in and develop an Employ an outside consultant to help employee succession facilitate employee succession, retention, planning initiative that and organizational assessment planning includes a focus on staff effort. levels, training, recognition, Identify obvious gaps in staffing levels, succession, and retention skill sets, and succession planning. to build and support a Provide regular opportunities and forums more robust and diverse for employee feedback and engagement employee experience and to strengthen the employee experience allow DMWW to become and improve organizational transparency an employer of choice in and communication. central Iowa. Formally recognize and Employ an outside firm/advocate to help plan how the utility values facilitate a utility-wide D&I planning Diversity and Inclusion as effort. a part of its business and Form a D&I Task Force comprised of service in the community members of the Board, management and foster an environment team, staff, and community with the goal that enriches the employee to advise and consult on D&I efforts into and customer experiences. the future. Formalize a Community Advisory Group, comprised of diverse backgrounds and affiliations, to provide the utility with a community perspective.

Core Values	Strategic Initiative	Implementation Tactics
	Update employee onboarding and training to educate new and existing staff about the utility's Mission and Service Vision and Core Values and how they can be a utility champion in the next five years.	 Develop internal tools/messaging for introducing and rolling out Strategic Plan Vision, Service Mission and Core Values. Provide quarterly communications to employees with ongoing initiatives, progress, opportunities to engage, and provide input.
	Develop and implement a broad community and employee education campaign that is focused on utility Mission, source water and drinking water quality, financial investments, and natural resources.	 Update utility communications plan to reflect 2021 Strategic Plan initiatives. Consider assessment and engagement tools to provide customers the opportunity to offer feedback on service experiences.
	Be deliberate in how all portions of the community are engaged and served by the utility.	 Conduct customer assessment such as "Voice of the Customer."
	Set realistic expectations for Capital Improvement Plan implementation.	 Expand treatment capacity to ensure adequate water supply and treatment based on regional outcomes. Replace existing distribution system infrastructure at a level that will reduce main breaks and duration of customer water outages.

Ongoing Priorities:

Core Values Strategic Initiative Implementation Tactics Operate, maintain, and Leverage varied source water facilities reinvest in our facilities in to respond to emerging contaminants, a manner that respects our regulations, and health advisories. investments, employees, Evaluate potential impacts of climate customers, environment. change on utility operations. Prioritize reinvestment in existing Treatment and Distribution infastructure to maintain long term viability. Plan for production capacity expansion to comfortably meet customer demand. Actively recruit job • Partner with community leaders to candidates that will help the utility identify recruitment champion the utility's opportunities and relationships with work in the community new staff. and represent the diverse populations within. Grow clean water Grow in diversity and inclusion in the advocates throughout William G. Stowe Citizen Water Academy. central Iowa. Identify and implement opportunities to spotlight community water advocates. Explore and identify opportunities for the utility to partner with other groups, organizations, and municipalities to implement innovative approaches to ensuring safe water for all. Evaluate and determine Consider bonds, loans, or other nonalternative funding typical funding mechanisms. mechanisms to finance infrastructure needs. Evaluate retail rate structure and Assess the utility's approach to rate structure affordability. and affordability. • Create a plan to educate the public on how customer rates are used, rate structure, and why increases are necessary.

Core Values Strategic Initiative **Implementation Tactics** Invest in dedicated D&I Consider employing an outside training for all staff in the consultant with D&I Employee Training utility. specialization to lead education plan development and implementation. Test and maximize Harness data from utility technology, intelligent use of existing including EAM, GIS, CIS, AclaraOne, etc. to technology in customersupport strategic decision making. centric systems to better inform and drive utility decision-making across all departments of the utility. Continue to ensure Continue to actively monitor and compliance with all test source waters for emerging necessary regulations, contaminants and toxins. advisories, and operational Evaluate different advanced treatment permits, including solutions and additional source waters risk management, with reduced contaminants. business continuity and cybersecurity. Strategically demonstrate Ensure equitable access to information the utility's commitment and service by solving for known to its Mission through language barriers. social content and digital Actively engage the entire community to platforms that are mobileparticipate and champion attitudinal or ready and through other behavioral changes desired by the utility. channels necessary to reach the underserved customers in the community. Explore research funding mechanisms Be an industry leader (grants, partnerships, etc.) to support and advocate for water exploration and research by the utility. resources including innovation research that Study sources of where contaminants further demonstrates such as ammonia are initiating to provide our values of customer community information and guidance. experience, employee Study industry trends and practices experience, and guidance. regarding predatory bottled water marketing to immigrant populations grounded in bottled water research. Explore taste and odor measurement and experience. Explore research opportunities through partnerships focused on Harmful Algal Bloom prediction, prevention, and

mitigation.

Milestone Recommendations

2021 2022 2023 Accept and adopt the 2021 Complete Voice of the Customer By the end of 2023, a rate Strategic Plan. assessment by the end of 2022. analysis should be complete. Commence development of a Initiate employee listening communications/marketing opportunities by the end of Q1, plan to introduce the 2021 2022. Strategic Plan to employees, customers, and stakeholders by the end of 2021. Initiate employee succession planning initiatives by the end of 2021. Select consultant to organize and begin early assessment.

Each Year

- Senior Management Team should workshop Strategic Planning initiatives for upcoming year. Focus on
 evaluating current actions, ongoing needed investments, prioritizing next year initiatives, and budgeting for
 next fiscal year (no later than Q2).
- Review regulatory and environmental conditions that need to be accounted for in initiative implementation.
- Report progress and results at the end of each year to Board of Trustees, employees, and customers to demonstrate success, challenges, and future tactics to be prioritized.





Des Moines Water Works www.DMWW.com





DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	III-C
Meeting Date: Nov	ember 23, 2021
Chairperson's Signa	ature 🗌 Yes 🔯 No

AGENDA ITEM FORM

SUBJECT: Proposed 2022 Budget

SUMMARY:

- The budget for 2022 is based on total operating revenue of \$79.6 million.
- The proposed operating budget totals \$53.0 million which is an increase of 4.5% (or \$2.3 million) over the approved 2021 budget. The three main drivers of the increase are: benefit costs (up \$318,000), chemicals (up \$500,000), and residual removal (up \$1.3 million). The 2022 budget includes costs to remove 121,000 tons of residual material from the drying area to the final disposal site.
- Capital expenditures budgeted for 2022 total \$45.9 million.
- Nearly \$16.0 million of loans from the Iowa State Revolving Fund (SRF) is included in the 2022 budget. These loans will fund several large projects in the 2022 capital budget.
- The utility's debt service obligations for the year total \$460,000. This assumes that the 2012A & 2012B bonds will be paid off in 2021.
- The proposed budget allows for \$500,000 to be added to operating reserves.

See the attached memo for detailed information concerning the proposed 2022 budget.

These materials were discussed at the October Finance & Audit committee meeting, the October Board Meeting, and the November Finance & Audit committee meeting.

There has been a minor change to the budget since the October Board Meeting. Upon receiving chemical prices, we increased the chemical budget by \$200,000. The offset to this was reducing the amount budgeted to increase operating reserves from \$700,000 to \$500,000. This brings the increase in operating reserves to historically budgeted levels.

FISCAL IMPACT:

This budget establishes the guidelines for the 2022 operations and capital replacement program for the utility.

RECOMMENDED ACTION:

Approve the Des Moines Water Works 2022 budget.

BOARD REQUIRED ACTION:

Public Hearing – Opened by Chairperson for comments from the public regarding the budget for 2022. Chairperson closes the hearing.

Motion for the approval of the 2022 Des Moines Water Works budget.

Michelle Holland, CPA (date)

Michelle Holland, CPA (date)

Controller

Amy Kalpier, CPA (date)

Chief Einancial Officer

CEO and General Manager

Attachment: 2022 Budget Memo.

DES MOINES WATER WORKS

Board of Water Works Trustees



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

DATE: November 16, 2021

TO: Ted Corrigan, CEO & General Manager

FROM: Amy Kahler, Chief Financial Officer

Michelle Holland, Controller

SUBJECT: Proposed 2022 Budget

The attached document contains the following:

2022 Budget Highlights

2022 Overview of Budget Process

Proposed 2022 Budget Summary and Comparison to 2021 Budget

Details of Proposed Revenue, Additional Funding, Operating Expenses, and Capital Expenses

Summary of Expenditures from 2018-2022

Future Capital Expenses

2022 Budget by Department

2022 Labor and Benefits Budget

2022 Operating Work Plans Recommended for Funding

2022 Capital Work Plans Recommended for Funding

DMWW Budget Process & Timeline

1

2022 Budget Highlights

PUMPAGE

17.2 BILLION GALLONS

(17.1 billion gallons in 2021 budget)

WATER REVENUE

\$73.2 MILLION

(\$4.6 million / 6.7% higher than 2021 budget)

ASSUMES 2012 BONDS PAID OFF IN 2021

FREES UP \$1.9 MILLION IN DEBT SERVICE PAYMENTS

OPERATING EXPENSES

\$53.0 MILLION

(\$2.3 million / 4.5% higher than 2021 budget)

HEADCOUNT

NO OVERALL CHANGE IN STAFFING LEVELS

CAPITAL EXPENSES

\$45.9 MILLION

(Capital budget in 2021 was \$24.5 million)

EXPANSION PROJECTS (\$\$\$)

INITIAL CAPITAL EXPENSES FOR:

ASR Well

DM River Well Field

Expansion of Saylorville Treatment Plant (source and treatment)

30" Feeder Main



BORROWING FROM STATE REVOLVING FUND (SRF)

PROJECTS WILL BE FUNDED THROUGH SRF BORROWING

PROJECTS FUNDED BY OTHER ENTITIES

Bondurant Feeder& Pump Station (Design) Remotely Operated Control Valve 70% Funded by Bondurant Fully Funded by WDMWW

PROJECTS FUNDED BY UTILITY REVENUES

Water Main Replacement (Des Moines, Polk County, Windsor Heights)

Tenny Standpipe Interior/Exterior Paint

Financial Management Software (Year 1)

Rehabilitation of Collector Wells at McMullen

Several projects at Fleur Drive Treatment Plant, McMullen Treatment Plant and

Saylorville Treatment Plant (see details on page 33)

2022 Overview of Budget Process

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.

The utility prepares a zero-based budget by "project" or activity. Staff identifies strategic goals, identifies the tasks to achieve those goals, and requests the funding necessary to support the tasks and goals. While many companies use a traditional budgeting approach that simply increases the prior year's budget by a set percentage, DMWW's zero-based, activity-based budget process reconsiders and justifies all activities of the business every year. The process is detailed, time-consuming, and rigorous; however, the methodology is decision oriented, supports the utility's Cost of Service study, and results in a budget that is more aligned with strategic goals.

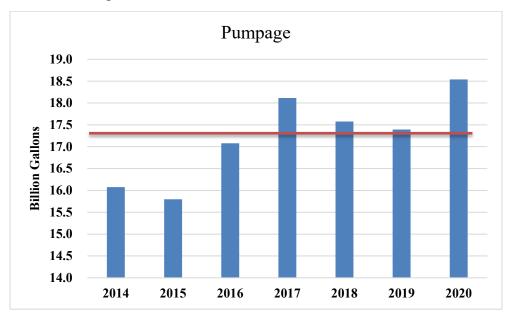
Budget files for operating and capital expenses are created by Finance. These files include prior year budget and actual information for comparative purposes and are created uniformly so that they total into a utility-wide budget. Additionally, there are several monthly financial reports to aid budgeters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

Budgeting is a 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 2022 is 17.2 billion gallons. While this is an increase of 100 million gallons from the 17.1 billion gallons that was budgeted in 2021, projected pumpage of 17.2 billion gallons remains a reasonably conservative estimate

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



By budgeting an average pumpage level, rather than any extreme, there is less likelihood of being significantly different than budget. 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.

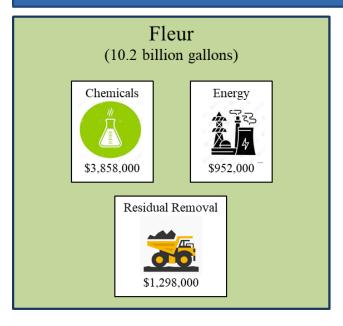
The annual pumpage number drives several components of the budget.

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 provided to the City of Des Moines.

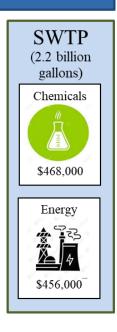
The total billed consumption number of gallons is then allocated to the service areas based on historical usage. And finally, the water rates are applied to those consumption numbers by service area to calculate budgeted revenues.

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 projected levels of production at each facility.

ANNUAL PUMPAGE 17.2 billion gallons







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. Like 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 2022.

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.

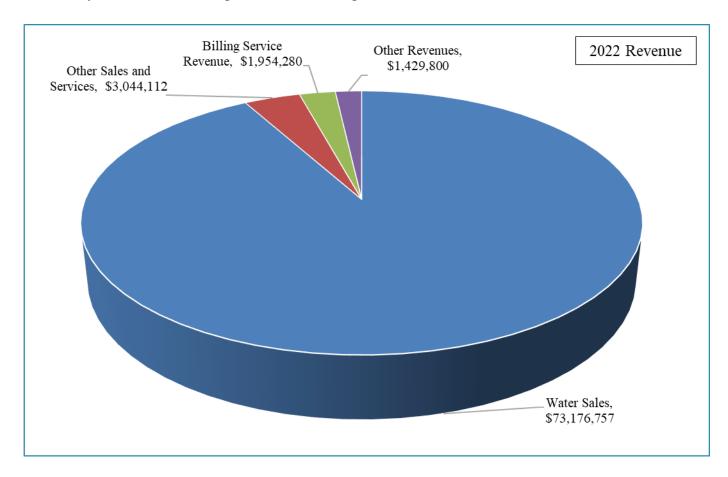
DES MOINES WATER WORKS PROPOSED 2022 BUDGET SUMMARY AND COMPARISON TO 2021 BUDGET

	2022 Proposed Budget	2021 Approved Budget	Percentage Change
REVENUE:			
Water sales	\$73,176,757	\$ 68,598,478	6.7%
Debt service payments reimbursements	-	2,414,693	(100.0%)
Penalties and fees	330,000	320,000	3.1%
Other sales and services	3,044,112	2,974,184	2.4%
Billing service revenue	1,954,280	1,887,383	3.5%
Land & building use revenue	172,800		(29.5%)
Connection Fees	750,000	600,000	25.0%
Interest income	177,000	174,290	1.6%
Total revenue available for expenses	\$ 79,604,949	\$ 77,214,028	3.1%
ADDITIONAL FUNDING:			
Unspent funds carried over from prior year's approved budget	3,092,000	2,735,500	13.0%
Development Plan Review	77,948	75,312	3.5%
Other projects funded by outside entities (Bondurant, WDMWW)	1,174,395	47,989	2347.2%
Projects funded by SRF proceeds	15,989,407	-	
Total additional funding available for expenses	\$ 20,333,750	\$ 2,858,801	611.3%
Total revenue and additional funding	\$ 99,938,699	\$ 80,072,829	24.8%
EXPENSES:			
Operating expenses:			
Labor	16,661,114	16,742,791	(0.5%)
Benefits	9,662,600	9,344,328	3.4%
Chemicals	5,769,749	5,264,023	9.6%
Residual Removal	3,607,708	2,327,491	55.0%
Utilities	3,000,300	2,972,976	0.9%
Gasoline/Fuel	228,660	235,818	(3.0%)
Purchased Services	7,432,896	7,477,430	(0.6%)
Training	158,860	162,390	(2.2%)
Materials and Equipment	3,901,960	3,745,252	4.2%
Insurance	1,575,000	1,440,000	9.4%
Postage	490,000	490,900	(0.2%)
Telephone	307,500		7.7%
Casualty Loss	100,000	100,000	0.0%
Loss on Bad Accounts	150,000	150,000	0.0%
Subtotal - Operating expenses	\$ 53,046,346	\$ 50,738,899	4.5%
Capital expenditures:	42.040.211	21 552 655	06.004
Requests for new capital projects	42,840,211	21,772,075	96.8%
Multiple-year capital projects began before 2021 (carryover)	3,092,000	2,735,500	13.0%
Subtotal - Capital expenditures	\$ 45,932,211	\$ 24,507,575	87.4%
Debt service obligations:			
Des Moines Water Works' direct obligation	460,142	1,886,662	(75.6%)
Political subdivisions' obligation		2,439,693	(100.0%)
Subtotal - Debt service obligations	\$ 460,142	\$ 4,326,355	(89.4%)
Operating reserves:			
Addition to operating reserves	500,000	500,000	
Total projected uses	\$ 99,938,699	\$ 80,072,829	24.8%
Net position of revenues to expenses	0	0	

REVENUE

Operating revenue for 2022 is budgeted at \$79.6 million. This is an increase of approximately \$2.4 million and results in a 3.1% increase over the approved 2021 budget.

This revenue budget includes 17.2 billion gallons of pumpage which is slightly higher than the 2021 budget of 17.1 billion gallons. The 2022 budget includes water rates from the 'business as usual' approach in the Proposed 2022 Water Sales memo. This approach maintains the current rate structure and includes volume rate increases of 3% for most classes of retail customers, 15% for the wholesale purchased capacity customer class, and 0% for the wholesale with storage customer class. The new rates will be effective on April 1, 2021. The capital improvement fees and the water availability fees remain unchanged in the 2022 budget.



Water Sales are the most significant source of operating revenue, making up nearly 92% of total revenue. Water sales are budgeted to be \$73.2 million in 2022 which is \$4.6 million higher than the 2021 water sales budget.

Other Sales and Services are budgeted at approximately \$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 \$2.0 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 nearly \$1.5 million and is made up of:

Penalties & Fees	\$330,000
Connection Fees	\$750,000
Land & Bldg Lease Revenue	\$172,800
Interest Income on Invested Reserves	\$177,000

ADDITIONAL FUNDING

Additional funding is made up of three components in the 2022 budget:

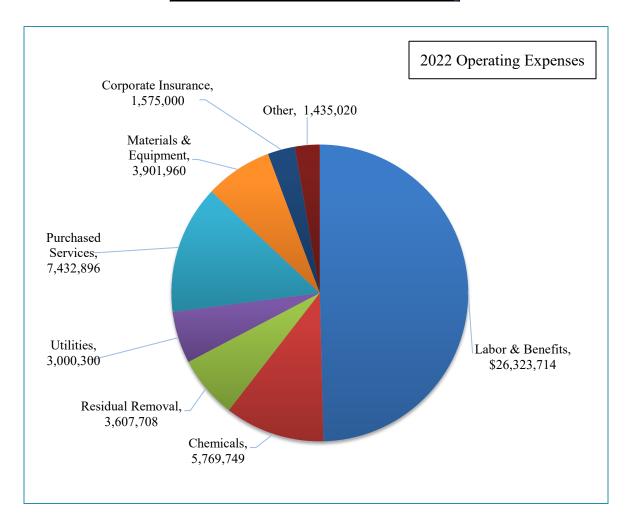
- o Unspent funds that have been carried over from the prior year's budget.
- Capital projects that have funding from outside entities, including Bondurant and West Des Moines Water Works.
- Capital projects that are budgeted to be funded with State Revolving Fund (SRF)
 Planning & Design loans (at 0% interest for 3 years). These projects include:
 - Design and partial construction of an ASR well.
 - Design of a well field along the Des Moines River to increase the amount of alluvial ground water available for the Fleur Drive Water Treatment Plant.
 - Design of the adding horizontal collector wells along the Des Moines River to supply the Saylorville Water Treatment Plant expansion.
 - Design of expansion of the Saylorville Water Treatment Plant from 10 MGD to 20 MGD.
 - Design of the SWTP West Feeder Main Phase 3, a 30" feeder main from the Saylorville Water Treatment Plant to critical feeder mains located near Tenny Standpipe, which will provide immediate operational benefits and then become imperative on completion of plant expansion.

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 \$53.0 million. This is an increase of 4.5% or approximately \$2.3 million from the approved 2021 budget.

The table and chart below show the budgeted operating expenses, the increase over the prior years' budget for the last five years, and the components of the 2022 operating budget:

	Operating	
Year	Budget	Increase
2018	43,380,343	4.2%
2019	46,060,938	6.2%
2020	48,545,551	5.4%
2021	50,738,899	4.5%
2022	53,046,346	4.5%



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

Operating Expenses	2022 Bgt	2021 Bgt	Change
Labor	16,661,114	16,742,791	(81,677)
Benefits	9,662,600	9,344,328	318,272
Chemicals	5,769,749	5,264,023	505,726
Residual Removal	3,607,708	2,327,491	1,280,217
Utilities	3,000,300	2,972,976	27,324
Gasoline/Fuel	228,660	235,818	(7,158)
Purchased Services	7,432,896	7,477,430	(44,534)
Training	158,860	162,390	(3,530)
Materials and Equipment	3,901,960	3,745,252	156,708
Insurance	1,575,000	1,440,000	135,000
Postage	490,000	490,900	(900)
Telephone	307,500	285,500	22,000
Casualty Loss	100,000	100,000	-
Loss on Bad Accounts	150,000	150,000	
TOTAL OPERATING EXPENSES	\$ 53,046,346	\$ 50,738,899	\$ 2,307,447

Operating **Labor** is budgeted nearly \$82,000 lower than the 2021 budget. There are offsetting factors contributing to the slightly lower operating labor expenses. The labor rate increase per the union contract is increasing operating labor by \$660,000. Offsetting this increase are approximately 4,800 fewer hours being budgeted in operating projects in 2022. These hours have shifted to capital projects. Additionally, there was \$200,000 budgeted in 2021 for retiree payouts that aren't being budgeted in 2022.

Benefit expenses are up 3.4%, or \$318,000, compared to the 2021 budget. The increase of the DMWW contribution to employees' medical premiums is the largest driver of the increase. 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 actuarial defined contribution to the DMWW pension plan is budgeted at \$1,500,000 which is \$100,000 lower than the 2021 budget. More details about the benefits budget can be found on page 20.

Chemical expenses are budgeted to increase 9.6%, or \$506,000, in 2022. Two of our largest use chemicals – lime and carbon – are expected to increase 12% and 22%, respectively. The other chemicals are expected to increase in the range of 5-15% based on initial indications from chemical vendors. Driver shortages across the industry are likely contributing to the volatility in chemical prices.

During budgeting, the Water Production operations staff looks at historical usage trends for each chemical at each plant. That determines the projected amount of chemicals to be used for the 2022 budget. Several chemicals used at the Saylorville Treatment Plant are projected at decreased levels of usage due to historical trending. 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 nearly \$1.3 million. This increase is due to the assumption that Synagro will remove 121,000 tons of material from the drying area to the final disposal site in 2022. The cost of this removal is budgeted at \$2.3 million.

Each year, the Fleur and McMullen treatment plants produce lime residuals. The residuals at Fleur are removed as produced. The 2022 budget assumes removal expenses for 52,000 tons of Fleur residual material. The 2021 budget assumed nearly the same tonnage to be removed.

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 cost 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 from the lagoon to the drying area, and when they move material to the final disposal site. As mentioned, the 2022 budget includes costs to remove 121,000 tons of material from the drying area to final disposal. The 2021 budget included 15,000 tons of material to be moved to off-site storage and 15,000 tons of material to be moved to the final disposal site. There were also costs budgeted in 2021 to move 140,000+ cubic yards of material from the west lagoon to the north drying area. The cost of moving the material from the lagoon to the drying area is roughly one-third the cost of moving materials to the final disposal site.

Finally, it is expected that the residual hauler – Synagro – will increase their price per ton in mid-2022.

Utilities expense is up less than 1.0% in in 2022. Most of the utility expense is electricity used in the treatment process.

Purchased Services budgeted in 2022 include:

		2022
Purchased Services]	Proposed
		Budget
PILOT	\$	1,330,000
Regionalization		505,000
I.T. Maintenance Contracts		998,000
Plant Maintenance		739,000
Remote Site Maintenance		226,000
Distribution Maintenance/Repair		269,000
Stop Box Repairs		212,000
Banking/Audit/Payroll Fees		186,000
Credit Card/E-check/Bill-pay Fees		160,000
Security		536,000
Facility Maintenance		164,000
Public Relations & Communications		131,000
GDMBG in-kind services		178,000
Public Policy/Watershed Initiatives		227,000
"Other" Services (numerous)		1,571,896
Total	\$	7,432,896

These expenses are down less than 1.0% from the 2021 budget.

Many categories of purchased services have gone up a moderate amount including plant maintenance, remote site maintenance, I.T. maintenance contracts, public relations, and security.

Regionalization expenses of \$515,000 have been included in the 2022 budget. The 2021 budget included \$415,000 in regionalization expenses that have been largely unspent due to ongoing discussions. Since the money won't be spent in 2021, it was budgeted again in 2022. These costs include consultation and facilitation services as well as DMWW's share of start-up costs for the new entity.

Public policy and watershed initiatives are budgeted at \$227,000, up from \$107,000 in the 2021 budget. This includes funds to influence and monitor public policy and resource allocation decisions of state and federal legislative and regulatory initiatives. It also supports various water quality initiatives that will improve and protect source waters, educate the public on watershed issues, and to build and participate in coalitions to ensure support for DMWW's ability to do business in a sustainable and cost-effective manner.

Offsetting these increases is the reduction of non-labor expenses for Engineering studies. The 2021 budget included \$505,000 in consulting expenses to evaluate plant expansion and to study the Des Moines River alluvial between Saylorville Reservoir and Prospect Park.

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 4.2% higher in 2022, which equates to \$157,000 on \$3.9 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 2022 budget has premium expenses increasing by \$135,000 to nearly \$1.6 million.

Other expenses include postage expenses, telephone, casualty losses, fuel for fleet vehicles, training, bad debt write-off, etc. The amount budgeted for 2022 is approximately \$10,000 higher than the 2021 budget.

Details of all the Operating Work Plans and the comparison between the 2022 Proposed Budget and the 2021 Approved Budget begin on page 21.

CAPITAL BUDGET

The 2022 capital budget includes \$45.9 million of capital requests.

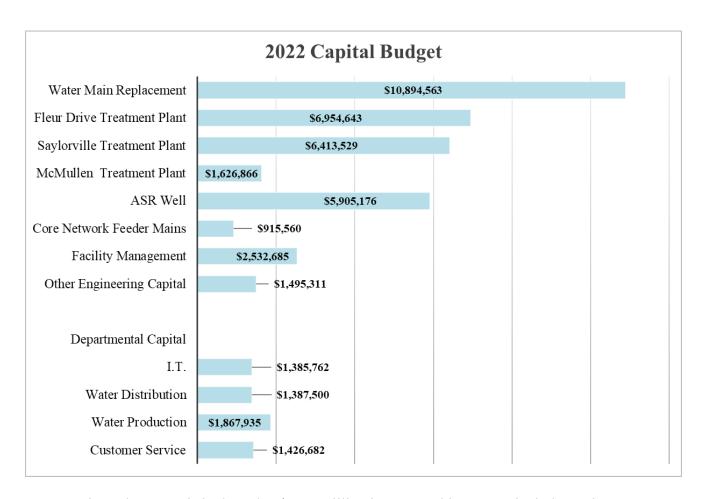
Approximately \$3.1 million of the capital budget is for projects that are carried over from the prior year's budget. Due to the efforts involved in planning, designing, bidding, and constructing large capital items, it is common for the spending to occur over multiple calendar years.

There are two projects in the budget with outside funding of \$1.2 million:

- Installation of a control valve and actuator which will be remotely operated to properly control flows in the feeder main east of the McMullen Water Treatment Plant. This level of control is needed to facilitate the data center developments planned for West Des Moines. This project is funded by West Des Moines Water Works.
- Design of a 4.5 MGD booster station and necessary supply and discharge feeder mains to serve Bondurant and rural Polk County customers is being budgeted with partial funding from Bondurant.

An additional funding source has been added to the 2022 budget. DMWW is budgeting to start several large projects in 2022 with funds being obtained through Planning & Design (P&D) loans from the Iowa State Revolving Fund (SRF). P&D loans carry 0% interest for three years. The amount of SRF funding is \$16.0 million.

That leaves approximately \$25.6 million of capital projects from the utility's revenue in 2022. This compares to \$21.7 million of capital projects budgeted from the utility's revenues in 2021.



Water main replacement is budgeted at \$10.9 million in 2022. This amount includes main replacement in Des Moines, Windsor Heights, and the unincorporated Polk County service area.

Projects budgeted at the Fleur Drive Treatment Plant include upgrading the 5kV switchgear controls, additional funds to continue upgrading the SCADA system, installing a variable frequency drive on one of the high lift pump motors, replacing media in four filters, and continuing efforts for gallery improvements and rechaining the basins. The budget also includes initial funds for a well field along the Des Moines River to provide another option to improve water quality for the Fleur Drive Treatment Plant. Efforts in 2022 will primarily be focused on evaluating the sites along the river and designing the well field. This first phase of the project is budgeted at \$3.5 million in 2022 and is expected to be financed with SRF funds.

The Saylorville Treatment Plant budget contains initial design costs to expand the plant from 10 MGD to 20 MGD as well as the addition of necessary horizontal collector wells along the Des Moines River to supply the plant expansion. The total of these two projects budgeted in 2022 is \$5.8 million and is expected to be financed with SRF funds. There are also funds budgeted for ongoing replacement of the RO membranes and for the installation of a vertical production well that is expected to enhance production capabilities in advance of the planned plant expansion.

The McMullen Treatment Plant budget includes projects for upgrading the HVAC in the high-service pump room, expanding the ferric chloride storage tanks, replacing the ferric feed lines from the chemical building to the splitter box, increasing storage and feed capacity for powdered activated carbon, and rehabilitation of two radial collector wells.

Design and partial construction of a new ASR well is included in the 2022 budget at \$5.9 million. This project is expected to be financed with SRF funds.

Within the Core Network Feeder Main group are two projects. One is to design a 30" feeder main from the Saylorville Water Treatment Plant to critical feeder mains located near Tenny Standpipe. This will provide immediate operational benefits and will be imperative when the plant is expanded. The amount budgeted in 2022 is \$700,000 and is expected to be financed with SRF funds. The second project is the addition of the remotely operated control valve to benefit the data center developments in West Des Moines. This project is fully funded.

Facility Management projects include funds for interior and exterior painting at the Tenny Standpipe, replacing the elevator in the chemical building at the Fleur Drive Treatment Plant, and continued funds for projects to eliminate safety hazards.

The I.T. capital budget includes initial funding of nearly \$1.1 million to replace the PeopleSoft financial system with a new financial management system. PeopleSoft Financials was implemented in 1999. While it's currently meeting our needs, it's running on outdated technology and the volume of activity it has accumulated over 22+ years has caused the system to slow and reach potential breaking points. This project is expected to take two years at a total cost of approximately \$2.2 million.

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 automated meter reading equipment (.e.g., 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 33.

Debt Service Obligations – Total debt service is budgeted at \$460,000 in 2022. The budget assumes the 2012A and 2012B bonds will be paid off in 2021, which will eliminate the 1.9 million in debt service payments. The remaining debt service obligation is DMWW's obligation for payment on the SRF loans. One SRF loan was financed in 2003 and will be paid off in 2022. An additional amount representing a partial year of debt service payments is being budgeted for the SRF loans that are expected to be borrowed in 2022.

Operating Reserves – Operating reserves are budgeted at \$500,000 in 2022. This is the ongoing amount that is budgeted each year to increase reserves due to increases in operating expenses to meet the Board policy of three months' operating expenses in reserves.

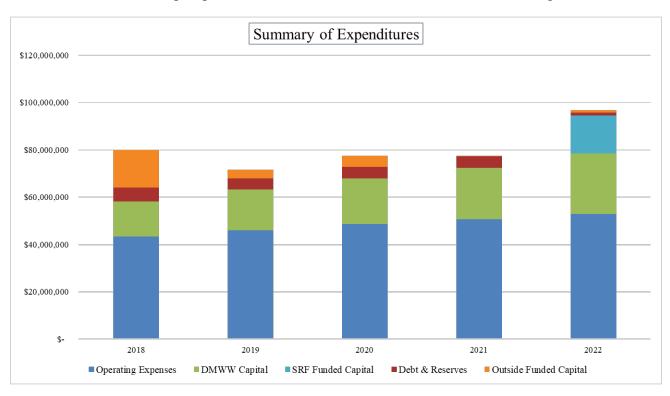
SUMMARY OF EXPENDITURES

The following chart shows five years of budgeted cash expenditures. The five main categories of expenditures are: operating expenses, DMWW funded capital expenses, SRF 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 were fairly constant from 2018-2021. The 2022 budget assumes that the 2012A and 2012B bonds will be paid off in 2021. Therefore, the only debt service payments included in the 2022 budget are the SRF loan financed in 2003 and the new SRF loans that are expected to be borrowed in 2022. The budget to increase operating reserves was \$1.5 million in 2018 due to the revenue shortfall in 2015, returned to \$500,000 for 2019-2021, and increased to \$700,000 for the 2022 budget.

Finally, outside funded capital expenses vary from year to year. These are primarily joint projects such as feeder mains and pump stations which will benefit those entities contributing the funds.



FUTURE CAPITAL EXPENSES

There are significant dollars budgeted in 2022 for projects that will take more than a year to construct or implement. The chart below shows the expenses budgeted in 2022 along with an estimate of the dollars that will need to be budgeted in subsequent years to complete those projects. These large projects have been included in the 5-year Capital Improvement Plan and are estimated in today's dollars. Certainly, as the design work is completed, the scope of work is identified, and the projects go through the formal bidding process, the amounts will be updated in future budget years.

The top section is for projects that are identified to be funded with borrowing proceeds.

The second section is for projects that will be funded through water rates.

		2022		Future	To	tal Project	
Projects]	Budget		Years	Cost		
Funded with Borrowing			in	millions			
Additional ASR	\$	5.9	\$	2.5	\$	8.4	
Des Moines River Well Field		3.5		31.6		35.1	
10 MGD Raw Water Expansion		3.0		26.6		29.5	
10 MGD Plant Expansion		3.0		26.4		29.3	
SWTP West Feeder Main Phase 3		0.7		6.2		6.9	
Total	\$	16.0	\$	93.2	\$	109.2	
Funded by Rates							
PAC Facility Upgrade	\$	0.3	\$	2.4	\$	2.7	
Water Main Replacement - Des Moines		7.5		2.0		9.5	
Water Main Replacement - Polk County		2.8		3.0		5.8	
Bondurant Pump Station & Feeder (DMWW share)		0.3		2.7		3.0	
Financial Management System		1.1		1.1		2.2	
Total	\$	12.0	\$	11.2	\$	23.2	

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 <u>Non-Labor</u> 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 <u>Labor</u> 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.

2022 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.

			ustomer				Human		nformation			Water		Water	nallocated	
NON LABOR EXPENSES	CE	o	\$ Service	E	ngineering	Finance	Resources	7	Technology	OCOO	Di	stribution	F	Production	Benefits	Total
OPERATING																
Company-Wide		-	150,000		-	1,575,000	-		-	100,000		-		-	9,662,600	11,487,600
Inventory		600	146,500		7,000	89,250	1,500		400	17,850		434,600		6,811,509	-	7,509,209
Materials	12	28,120	121,250		19,560	523,440	47,300		61,100	181,100		862,800		952,810	-	2,897,480
Services	84	40,750	280,168		35,750	604,079	202,250		1,393,601	2,127,882		607,505		5,091,159	-	11,183,144
Utilities		-	-		-	-	-		307,500	9,000		-		2,991,300	-	3,307,800
Total Operating	\$ 96	59,470	\$ 697,918	\$	62,310	\$ 2,791,769	\$ 251,050	\$	1,762,601	\$ 2,435,832	\$	1,904,905	\$	15,846,778	\$ 9,662,600	\$ 36,385,233
CAPITAL		-	1,426,682		38,270,521	-	-		1,293,500	34,000		925,492		1,792,000	-	43,742,195
LABOR EXPENSES (by department)	34	46,513	2,653,595		2,204,356	1,008,145	375,621		1,069,699	977,886		4,581,820		5,633,497	-	18,851,130
TOTAL	\$ 1,31	15,983	\$ 4,778,195	\$	40,537,186	\$ 3,799,914	\$ 626,671	\$	4,125,800	\$ 3,447,718	\$	7,412,217	\$	23,272,275	\$ 9,662,600	\$ 98,978,558
Full-Time Equivalents		2.0	35.5		21.4	10.6	4.0		9.0	13.6		54.0		63.9	-	214.0

Reconciliation to 2022 Budget Summary	
Operating Expenses	53,046,346
Capital Expenses	45,932,211
Total Expenses	98,978,557

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 included funds for retiree payouts. The total amount budgeted for 2022 is \$2.8 million.

The non-labor piece of benefit expenses is budgeted at \$9.7 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.

	20	22 Proposed Budget	2021 Approved Budget		Percentage Change
Labor					
Operating	\$	16,661,114	\$	16,742,792	
Capital		2,190,016		1,974,606	
_	\$	18,851,130	\$	18,717,398	0.7%
Benefits					
Insurance Premiums					
Employee Medical	\$	3,851,100	\$	3,532,200	
Retiree Medical		269,000		246,720	
Life/LTD/AD&D		59,800		60,554	
Retirement Expenses					
IPERS (9.44%)		1,777,600		1,732,463	
FICA taxes (7.65%)		1,440,500		1,403,956	
DMWW Pension		1,500,000		1,600,000	
Deferred Compensation		361,000		367,744	
El Dil		270 100		276 200	
Flex Dollars		378,100		376,309	
Car Allowance		25,500		24,383	
Total Benefits	\$	9,662,600	\$	9,344,328	3.4%
% of total labor		51.3%		49.9%	
Total Labor & Benefits	\$	28,513,730	\$	28,061,727	1.6%

2022 Operating Work Plans Recommended for Funding \boldsymbol{O} ffice of the CEO

Work Plan & Description		2022 Proposed Budget	2021 Approved Budget	Inc / (I \$	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	144,865	133,586		
·	Non Labor	562,050	469,950		
Provides for costs associated with regionalization efforts. Non-labor expense of \$505,000 was budgeted in 2022. The 2021 budget contained \$415,000 of non-	Total	706,915	603,536	103,379	17.1%
labor expense for regionalization that will largely be unspent. Therefore, the money was budgeted again in 2022. This includes funds for consulting expenses,					
legal fees, and DMWW's share of the start-up costs for the new entity.					
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	111,451	116,714		
0.54	Non Labor	72,300	62,650		
	Total	183,751	179,364	4,387	2.4%
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	103,159	124,534		
arounds.					
	Non Labor	74,770	101,305		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments.	Non Labor Total	74,770 177,929	101,305 225,839	(47,909)	-21.2%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments.				(47,909)	-21.2%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management				(47,909)	-21.2%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as	Total	177,929	225,839	(47,909)	-21.2%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management	Total	177,929 3,589	225,839 17,026	(47,909)	-21.2%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO.	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as	Total	177,929 3,589	225,839 17,026	(47,909)	-21.2% -26.7%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. Public Policy - Watershed Advocate Includes activities to influence and monitor public policy and resource allocation	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. Public Policy - Watershed Advocate	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. Public Policy - Watershed Advocate Includes activities to influence and monitor public policy and resource allocation	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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	Total Labor Non Labor	3,589 33,250	225,839 17,026 33,250		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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	Labor Non Labor Total	3,589 33,250 36,839	17,026 33,250 50,276		
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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	Labor Non Labor Total	3,589 33,250 36,839	225,839 17,026 33,250 50,276		-26.7%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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. Increased expenses have been budgeted to educate and engage law- and policy-makers on issues that directly reflect DMWW. This includes discussions with	Labor Non Labor Total Labor Non Labor Total	3,589 33,250 36,839 72,614 227,100	17,026 33,250 50,276	(13,437)	-26.7%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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. Increased expenses have been budgeted to educate and engage law- and policy-	Labor Non Labor Total Labor Non Labor Total	3,589 33,250 36,839 72,614 227,100	17,026 33,250 50,276	(13,437)	
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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. Increased expenses have been budgeted to educate and engage law- and policy-makers on issues that directly reflect DMWW. This includes discussions with	Labor Non Labor Total Labor Non Labor Total	3,589 33,250 36,839 72,614 227,100	17,026 33,250 50,276	(13,437)	-26.7%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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. Increased expenses have been budgeted to educate and engage law- and policy-makers on issues that directly reflect DMWW. This includes discussions with watershed management authorities, Central Iowa water trails, and new/emergin regulatory issues. There is also funding included to support various water qualitinitiatives.	Labor Non Labor Total Labor Non Labor Total	72,614 227,100 299,714	17,026 33,250 50,276 48,257 107,075 155,332	(13,437)	-26.7%
The 2021 budget included \$100,000 for an outside consultant and \$32,000 of internal labor to facilitate a strategic plan for the utility. The 2022 budget contains \$74,000 of outside services for implementation of strategic planning tasks and organizational assessments. Project Management Provides costs associated with managing the Energy Management System as well as operational projects as assigned by the CEO. Labor hours have been reduced in this work plan to more accurately reflect where actual hours have been charged. 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. Increased expenses have been budgeted to educate and engage law- and policy-makers on issues that directly reflect DMWW. This includes discussions with watershed management authorities, Central Iowa water trails, and new/emergin regulatory issues. There is also funding included to support various water quality.	Labor Non Labor Total Labor Non Labor Total Labor Non Labor Total	3,589 33,250 36,839 72,614 227,100	17,026 33,250 50,276	(13,437)	-26.7%

2022 Operating Work Plans Recommended for Funding Customer Service

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (D	ec)
		Budget	Budget	\$	%
Customer Service Administration					
Captures the general and administrative costs of customer service, including training.	Labor	55,351	56,082		
	Non Labor	56,600	15,450		
The 2022 budget contains funds to prepare and execute the statistical customer					
service survey, Voice of the Customer.	Total	111,951	71,532	40,419	56.5%
Customer Service Contact Center & Data Quality					
Costs to provide quality customer service to both external and internal customers. Thi	S				
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	973,507	969,607		
	Non Labor	228,568	206,970		
2022 budget contains additional funds for the customer assistance programs	Total	1,202,075	1,176,577	25,498	2.2%
offered by DMWW. This includes Project H2O and Polk County Emergency Repair.					
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	1,195,075	1,185,715		
	Non Labor	189,900	185,983		
	Total	1,384,975	1,371,698	13,276	1.0%
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	88,429	73,079		
	Non Labor	162,450	129,000		
Additional funds have been budgeted to support DMWW's social media presence	,	· ·			
outreach events, and water quality education.	Total	250,879	202,079	48,800	24.1%
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	16,146	17,889		
	Non Labor	60,400	60,400		
	Total	76,546	78,289	(1,744)	-2.2%
Total Customer Service	Labor	2,328,507	2,302,372		
•	Non Labor	697,918	597,803		
	Total	3,026,425	2,900,175	126,249	4.4%

2022 Operating Work Plans Recommended for Funding **Engineering**

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (D	ec)
•		Budget	Budget	\$	%
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	318,495	324,405		
	Non Labor	37,310	37,250		
	Total	355,805	361,655	(5,850)	-1.6%
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	58,220	121,499		
	Non Labor	25,000	580,400		
Two large Engineering studies relating to plant expansion and source water	Total	83,220	701,899	(618,679)	-88.19
improvements were budgeted in 2021. The studies budgeted in 2022 are ongoing in nature as utility efforts are shifting to capital expenditures.					
Total Engineering	Labor	376,715	445,904		
	Non Labor	62,310	617,650		
	Total	439,025	1,063,554	(624,529)	-58.7%

2022 Operating Work Plans Recommended for Funding

Finance

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (D	ec)
		Budget	Budget	\$	%
Finance Administration					
Summarizes the administrative costs for the Finance department including clerical					
support, performance management, and training.	Labor	48,076	52,501		
	Non Labor	31,290	29,510		
	Total	79,366	82,011	(2,645)	-3.2%
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	392,773	461,449		
	Non Labor	1,780,100	1,636,150		
Premium expense for corporate insurance is budgeted to increase \$137,000 in	Total	2,172,873	2,097,599	75,274	3.6%
2022 based on discussions with our insurance broker. Labor expenses are					
decreasing as Finance hours are being budgeted in I.T. capital to begin					
implementation of a new financial management software.					
Payment Processing					
Summarizes the costs to perform accounts receivable billing, collection, and					
balancing functions for the utility.	Labor	74,897	69,018		
	Non Labor	183,450	169,350		
Fees for processing electronic payments are budgeted to increase by \$10,000.	Total	258,347	238,368	19,979	8.4%
rees for processing electronic payments are baugeted to increase by \$10,000.					
Mail Processing					
Summarizes the costs to prepare and mail customer bills.	Labor	46,901	44,328		
	Non Labor	608,150	605,050		
	Total	655,051	649,378	5,673	0.9%
Purchasing & Central Stores					
Provides support to our internal customers for purchasing, warehousing and					
delivering of product in a cost effective and timely manner.	Labor	206,532	204,348		
	Non Labor	7,350	5,750		
	Total	213,882	210,098	3,784	1.8%
Greater Des Moines Botanical Gardens					
Summarizes the in-kind services provided to the GDMBG according to our					
agreement.	Labor	18,571	21,937		
	Non Labor	181,429	178,063		
	Total	200,000	200,000	(1)	0.0%
Total Finance	Labor	787,751	853,582		
	Non Labor	2,791,769	2,623,873		
	Total	3,579,520	3,477,455	102,065	2.9%

2022 Operating Work Plans Recommended for Funding **Human Resources**

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (D	ec)
		Budget	Budget	\$	%
HR Administration					
Captures the general clerical and administrative costs of the Human Resources					
department.	Labor	60,991	52,798		
1	Non Labor	18,500	21,000		
	Total	79,491	73,798	5,693	7.7%
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	149,451	190,034		
	Non Labor	44,500	47,700		
The 2021 budget included labor costs for union contract negotiations with	Total	193,951	237,734	(43,783)	-18.49
AFSCME.	10001	1,50,501	237,73	(15,705)	10.17
Employment					
Provides resources for recruiting and selecting quality new employees for vacant					
positions. Equal Employment Opportunity and affirmative action compliance is also					
assured.	Labor	26,811	24,968		
	Non Labor	67,500	27,795		
The 2022 budget includes consulting expenses to develop a diversity, equity, and					
inclusion plan for the utility.	Total	94,311	52,763	41,547	78.7%
Compensation & Benefits					
Includes costs associated with maintaining and enhancing a competitive, cost-					
effective and compliant employee compensation and benefits program.	Labor	81,737	61,369		
	Non Labor	70,700	64,800		
Labor hours have increased in the 2022 budget to better align with where actual hours are being charged.	Total	152,437	126,169	26,267	20.8%
Employee Learning & Growth					
Provides for the administration and coordination of utility-wide employee training,					
continual learning, career planning, and work-life balance initiatives.	Labor	3,544	3,340		
continual featuring, earest planning, and work the balance initiatives.	Non Labor	49,850	55,550		
	Total	53,394	58,890	(5,497)	-9.3%
Total Human Resources	Labor	322,532	332,509		
	Non Labor	251,050	216,845		
	Total	573,582	549,354	24,228	4.4%

2022 Operating Work Plans Recommended for Funding **Information Technology**

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (I	Dec)
		Budget	Budget	\$	%
I.T. Administration					
Captures the general and administrative costs of the I.T. department including:					
invoice processing, budget tracking, performance management and training.	Labor	125,875	118,927		
	Non Labor	55,600	55,600		
	Total	181,475	174,527	6,947	4.0%
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	123,145	98,474		
	Non Labor	167,300	179,200		
	Total	290,445	277,674	12,771	4.6%
I.T. Development					
Provides technical support for all applications and software components used for					
corporate computing. This includes application support and application development.	Labor	28,959	27,756		
	Non Labor	40,000	40,000		
	Total	68,959	67,756	1,202	1.8%
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	167,665	160,149		
	Non Labor	672,605	611,505		
Increases relate to cyber-security, server support and telecommunications. An	Total	840,270	771,654	68,616	8.9%
initiative to add an active redundant internet connection (SD-WAN) is included					
in the 2022 budget.					
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	403,744	399,099		
	Non Labor	827,096	819,208		
	Total	1,230,840	1,218,307	12,533	1.0%
Total I.T.	Labor	849,387	804,406		
	Non Labor	1,762,601	1,705,513		
	Total	2,611,988	2,509,919	102,069	4.1%

2022 Operating Work Plans Recommended for Funding Office of the Chief Operating Officer

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (D	ec)
		Budget	Budget	\$	%
OCOO Administration					
Administrative costs for the Office of the Chief Operating Officer including employee	;				
meetings, performance management, and training.	Labor	64,882	47,539		
	Non Labor	4,900	4,320		
Increased labor hours are as a result of aligning the budget to where actual hours are being charged.	Total	69,782	51,859	17,923	34.6%
Risk & Incident Management					
Costs including park police, contract security, access control, surveillance, emergency	7				
operations, and flood protective measures. Also includes costs associated with					
liability claims.	Labor	113,687	140,451		
	Non Labor	708,500	705,700		
Labor expenses have decreased as a result of not filling the Risk Manager position.	Total	822,187	846,151	(23,964)	-2.8%
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.	Labor	512,004	494,628		
1	Non Labor	1,614,182	1,616,466		
	Total	2,126,186	2,111,094	15,093	0.7%
Safety					
Captures the general and administrative costs of the safety program - which includes					
·	Labor	122,835	132,271		
Captures the general and administrative costs of the safety program - which includes	Labor Non Labor	122,835 108,250	132,271 118,300		
Captures the general and administrative costs of the safety program - which includes			,	(19,486)	-7.8%
Captures the general and administrative costs of the safety program - which includes	Non Labor	108,250	118,300	(19,486)	-7.8%
Captures the general and administrative costs of the safety program - which includes labor, outside consultants to provide training, and safety materials and supplies.	Non Labor Total	108,250 231,085	118,300 250,571	(19,486)	-7.8%

2022 Operating Work Plans Recommended for Funding Water Distribution

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (I	Dec)
		Budget	Budget	\$	%
Distribution Administration (Distribution Support)					
Administrative costs for the Distribution department including clerical support,					
employee meetings, performance management, and training.	Labor	180,154	181,950		
	Non Labor	33,840	49,940		
Training expenses are down in the 2022 budget to better align with actual expenses.	Total	213,994	231,890	(17,895)	-7.7%
Training expenses are down in the 2022 budget to better angli with actual expenses.	Total	213,774	231,070	(17,073)	-7.770
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	525,569	492,996		
	Non Labor	50,557	47,296		
Labor hours have increased to better align with actual expenses. There continues	Total	576,126	540,292	35,834	6.6%
to be labor budgeted for implementation of EPA's revised Lead and Copper Rule					
Revisions.					
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	1,628,291	1,652,991		
F	Non Labor	1,244,448	1,228,604		
	Total	2,872,739	2,881,595	(8,856)	-0.3%
Lock Detection and Locating					
Leak Detection and Locating Costs for lock detection, locating, systemen distribution complete (consulpints/inspirits)					
Costs for leak detection, locating, customer distribution services (complaints/inquiries), and feeder signage maintenance.	Labor	670.038	640,012		
and reeder signage maintenance.		,	,-		
	Non Labor Total	41,700	39,300	22.425	4.00/
Increase in labor hours is due to an increase in the number locate tickets being done annually.	Total	711,738	679,312	32,425	4.8%
Distribution Dillot Comitors					
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	* 1	200 (00	206 522		
service valves.	Labor	208,680	206,523		
	Non Labor	482,510	482,510	2.157	0.20/
	Total	691,190	689,033	2,157	0.3%
Distribution Water Quality					
Materials described for an experience of the district of the d					
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	T 1	160 105	1.62.020		
maintain water quality and response to water quality complaints.	Labor	168,185	162,028		
	Non Labor Total	51,850 220,035	56,050 218,078	1,958	0.9%
	101111	220,033	210,070	1,750	0.770
	Labor	3,380,918	3,336,501		
Total Water Distribution	Non Labor	1,904,905	1,903,700		
	Total	5,285,823	5,240,201	45,622	0.9%

2022 Operating Work Plans Recommended for Funding Water Production (page 1 of 3)

Work Plan & Description		2022 Proposed		Inc / (I	
		Budget	Budget	\$	%
Water Production Administration					
Administrative and support costs for the Water Production department including					
clerical support, employee meetings, performance management, and training.	Labor	306,361	301,853		
	Non Labor	85,200	83,200		
	Total	391,561	385,053	6,508	1.7%
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	966,855	945,268		
	Non Labor	117,600	107,835		
	Total	1,084,455	1,053,103	31,352	3.0%
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	20,707	11,359		
	Non Labor	6,248,020	5,759,997		
Increased costs are a result of higher production being budgeted at this plant	Total	6,268,728	5,771,356	497,371	8.6%
along with moderate increases in chemical prices.					
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	90,970	88,325		
	Non Labor	4,263,829	2,971,294		
Increases in chemical prices accounts for \$107,000 of the increase. The	Total	4,354,799	3,059,619	1,295,180	42.3%
remainder is attributable to 121,000 tons of residual material budgeted to be					
removed from the drying area to the final disposal site.					
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	104,331	102,453		
	Non Labor	959,207	922,678		
	Total	1,063,538	1,025,131	38,407	3.7%
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	918,377	818,356		
	Non Labor	1,018,830	1,005,205		
Increased labor hours budgeted due to a new position has been added in Water		-,,	-,		
Production maintenance.	Total	1,937,207	1,823,561	113,646	6.2%
McMullen Maintenance					
Includes all maintenance and repair expenses of the McMullen Treatment Plant, radial					
collector wells, Crystal Lake, and ASR.	Labor	251,286	237,573		
, ,	Non Labor	303,840	281,667		
	Total	555,126	519,240	35,886	6.9%
SWTP Maintenance					
Includes mechanical and electrical maintenance for the Saylorville Water Treatment					
Plant.	Labor	203,402	245,478		
	Non Labor	299,485	273,586		
	Total	502,887	519,064	(16,177)	-3.1%
			,	\ -7= /	

2022 Operating Work Plans Recommended for Funding Water Production (page 2 of 3)

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (E	Dec)
		Budget	Budget	\$	%
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.	Labor	217,923	208,269		
	Non Labor	-	-		
	Total	217,923	208,269	9,654	4.6%
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	75,632	66,459		
which was chouse water to provide in accoptance quantities at according procession	Non Labor	465,120	446,295		
Increased costs for operations and maintenance of LP Moon. This is offset by	11011 24001	.00,120	,250		
additional revenue.	Total	540,752	512,754	27,998	5.5%
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	35,432	34,751		
	Non Labor	116,600	115,390		
	Total	152,032	150,141	1,891	1.3%
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 Non Labor	209,062 532,620	200,860 431,125		
Increased costs for operations and maintenance of several remote sites. This is	Non Labor	332,020	431,123		
partially offset by additional revenue.	Total	741,682	631,985	109,697	17.4%
Lab Operations					
Routine, non-investigative testing in the chemistry laboratory related to regulatory					
compliance and assessment of treatment plant processes.	Labor	382,441	357,853		
	Non Labor	233,000	205,639		
Non-labor increasing due to bi-annual lab certification needing to be done in 2022 as well as utilizing new methodology to streamline distribution samples and			_		
reducing timing of results.	Total	615,441	563,492	51,949	9.2%
Water Quality Research					
Investigative testing concerning water quality and plant process improvements.	Labor	63,200	62,444		
	Non Labor	88,000	73,000		
	Total	151,200	135,444	15,756	11.6%

2022 Operating Work Plans Recommended for Funding Water Production (page 3 of 3)

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (Dec)	
		Budget	Budget	\$	%
Radio Communication Equipment					
Maintenance and supervision expenses of the trunked radio system and telemetry					
system.	Labor	14,778	14,723		
	Non Labor	34,500	33,500		
	Total	49,278	48,223	1,055	2.2%
HVAC Operations					
To operate, maintain, and repair all heating, air conditioning, and ventilation					
equipment for all DMWW facilities.	Labor	68,583	82,847		
	Non Labor	69,956	53,500		
	Total	138,539	136,347	2,192	1.6%
Facility Maintenance					
Captures the general and administrative costs of building upkeep and general facility					
maintenance.	Labor	166,429	160,676		
	Non Labor	411,960	418,400		
	Total	578,389	579,076	(687)	-0.1%
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	463,505	446,088		
	Non Labor	599,010	585,068		
Minor increases budgeted for vehicle repair parts to maintain the aging fleet.	Total	1,062,515	1,031,156	31,359	3.0%
				- /	
Total Water Production	Labor	4,559,274	4,385,634		
	Non Labor	15,846,778	13,767,380		4.4.0
	Total	20,406,051	18,153,014	2,253,037	12.4%

2022 Operating Work Plans Recommended for Funding

1,405,148 3,026,425 439,025 3,579,520 573,582 2,611,988	1,214,347 2,900,175 1,063,554 3,477,455 549,354	190,802 126,249 (624,529) 102,065
3,026,425 439,025 3,579,520 573,582	2,900,175 1,063,554 3,477,455	126,249 (624,529) 102,065
3,026,425 439,025 3,579,520 573,582	2,900,175 1,063,554 3,477,455	126,249 (624,529) 102,065
439,025 3,579,520 573,582	1,063,554 3,477,455	(624,529) 102,065
3,579,520 573,582	3,477,455	102,065
573,582		
,	549,354	24 220
2,611,988		24,228
	2,509,919	102,069
3,249,240	3,259,675	(10,435)
5,285,823	5,240,201	45,622
20,406,051	18,153,014	2,253,037
12,469,544	12,371,206	98,338
	50,738,900	2,307,446 4.5%
	12,469,544 53,046,346	

		2022 Proposed Budget	2021 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 Total	1,426,682 1,426,682	1,361,003 1,361,003	65,679	4.8%
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	129,185	224,266		
water works.	Non Labor	4,979,500	2,882,118		
Projects budgeted include:	Total	5,108,685	3,106,384	2,002,302	64.5%
Safety compliance Interior and exterior painting of the Tenny Standpipe Two additional Trimble units Replacement of the elevator in the FDTP chemical building		105,594 1,049,787 74,275 263,917			
Construction of a new grounds shop Improvement to the stormwater system at the FDTP		1,326,000	\$1.0 million carried o \$1.5 million carried o	_	
service life and improve the function of buildings and structures at the Fleur Drive Treatment Plant.	Labor Non Labor Total	270,963 7,199,680	256,703 4,085,500		
	1 Otal	7,470,643	4,342,203	3,128,440	72.0%
Projects budgeted include: DM River well field Filter media replacement WHL discharge header paint	Total	7,470,643 3,482,432 750,241 169,159	4,342,203 Funded by SRF Born		72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection	Total	3,482,432 750,241 169,159 468,894 929,706 309,559	, ,	owing	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements	Total	3,482,432 750,241 169,159 468,894 929,706	Funded by SRF Born	owing	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade	Total	3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394	Funded by SRF Born	owing	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade Fluoride room improvements McMullen 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 McMullen		3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394 7,274,758	Funded by SRF Borr	owing	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade Fluoride room improvements McMullen Treatment Plant Includes costs of providing rehabilitation and enhancements as needed to extend the	Labor Non Labor Total	3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394	Funded by SRF Born	owing om 2021 bgt 881,496	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade Fluoride room improvements McMullen 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 McMullen Treatment Plant. Projects budgeted include:	Labor Non Labor	3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394 7,274,758	Funded by SRF Borr \$500k carried over fro 16,370 729,000	owing	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade Fluoride room improvements McMullen 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 McMullen Treatment Plant.	Labor Non Labor	3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394 7,274,758	Funded by SRF Borr \$500k carried over fro 16,370 729,000	owing om 2021 bgt 881,496	72.0%
DM River well field Filter media replacement WHL discharge header paint VFD high lift pumps SCADA network improvements East low/east high flood protection 5kV switch gear upgrade PAC facility upgrade Fluoride room improvements McMullen 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 McMullen Treatment Plant. Projects budgeted include: Rehabilitation of collector wells	Labor Non Labor	3,482,432 750,241 169,159 468,894 929,706 309,559 617,687 301,686 245,394 7,274,758	Funded by SRF Borr \$500k carried over fro 16,370 729,000	owing om 2021 bgt 881,496	72.0%

2022 CAPITAL Work Plans Recommended for Funding

Work Plan & Description		2022 Proposed	2021 Approved	Inc / (De	,
		Budget	Budget	\$	%
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.	Labor	104,029	24,659		
	Non Labor	6,309,500	634,000		
	Total	6,413,529	658,659	5,754,870	873.7%
Projects budgeted include:					
Expansion of raw water		2,954,389	Funded by SRF Bor	rowing	
10 MGD expansion of SWTP		2,952,611	Funded by SRF Bor	rowing	
RO membrane replacement		206,530			
Vertical production well		300,000	_		
SCADA network improvements		6,413,530			
New ASR Well					
Captures costs to construct a new ASR well.	Labor	114,076	-		
This project is budgeted to be completely funded by SRF.	Non Labor	5,791,100	-		
1 3 3 1 7 7	Total	5,905,176		5,905,176	_
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.	Labor	553,563	648,112		
	Non Labor	10,341,000	9,997,410	240.042	
	Total	10,894,563	10,645,522	249,042	2.3%
Water main replacement by service area:					
Des Moines		7,505,366			
Polk County		2,814,907			
Windsor Heights		574,290	_		
		10,894,563			
Core Network Feeder Mains					
Projects here typically include the transmission, storage, and pumping that serve as					
core network facilities. Typically these are significant enhancements/additions that					
serve, or effectively stand to serve, the broader regional water system needs.	Labor	31,160	-		
	Non Labor	884,400	-	015.560	
Products by London A. Historia Lon	Total	915,560	-	915,560	-
Projects budgeted include: SWTP west feeder main phase 3		694,799	Even do d by CDE Don		
Army Post-Maffitt-FD remote valve		220,761	Funded by SRF Bor Funded by WDMW	_	
Army Post-Mainti-FD remote valve		915,560	runded by WDMW	vv	
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	238,948	260,101		
	Non Labor	41,191	103,908		
	Total	280,139	364,009	(83,870)	-23.0%

Work Plan & Description		2022 Proposed Budget	2021 Approved Budget	Inc / (De	ec) %
Bondurant Feeder Main & Pump Station This work plan consists of installing a new feeder mains (suction & discharge) and a booster pumping station with 4.5 MGD capacity to serve Bondurant and Polk County rural area. This project is ~70% funded by Bondurant.	Labor Non Labor Total	15,021 	-	1,215,171	_
Joint Northwest Storage, Pumping Station, & Feeder		-,,		-,,	
Joint Southwest Storage, Pumping Station & Feeder These two joint projects were finished in 2021. No budget in 2022.	Labor Non Labor Total	-	62,580	(62,580)	<u>-</u>
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 2022 budget includes funds for ongoing replacement of hardware and software, Microsoft licensing, and cyber-security. Additionally, there is \$1.1 million budgeted begin the implementation of a new financial management system. This is expected to be a \$2.2 million project and will be budgeted over two years.	Labor Non Labor	92,262 1,293,500	26,465 254,000		
	Total	1,385,762	280,465	1,105,297	394.1%
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 Non Labor Total	462,008 925,492 1,387,500	373,011 789,029 1,162,039	225,460	19.4%
Grounds Capital Provides for capital replacement for specific grounds and park maintenance capital. Included in the 2022 budget is a commercial spreader/sprayer for park maintenance. There is also a new dock and kayak access budgeted at Maffitt Park. This project is funded by Friends of Maffitt Lake.	Labor Non Labor Total	34,000 34,000	- - -	34,000	
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 Non Labor Total	68,297 900,000 968,297	64,426 900,000 964,426	3,871	0.4%
Vehicle Replacement Captures the cost of replacing vehicles and related equipment.	Labor Non Labor Total	7,638 892,000 899,638	17,915 797,000 814,915	84,723	10.4%
Total Recommended Capital Budget Summary by Expense Classification Total Labor Total Non Labor		45,932,211 2,190,016 43,742,195	24,507,574 1,974,606 22,532,968	21,424,637 215,410 21,209,227	87.4%
Summary by Funding Source Carryover Funded by Outside Entities Funded by SRF Loans Funded by Utility Revenue		3,092,000 1,174,395 15,989,407 25,676,409	2,735,500 47,989 - 21,724,085		

DMWW Budget Process & Timeline

April – May

- Finance prepares budget templates for 2022 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 ProductionWork Plan: Fleur Maintenance

D I I I D I D I CI

o 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.



DES MOINES WATER WORKS Board of Water Works Trustees

AGENDA ITEM FORM

SUBJECT: 2022 Water Treatment Chemicals - Analysis of Bids and Authorize Execution of Contracts

SUMMARY:

Below is listed the bid analysis and purchase recommendations for the 2022 water treatment chemical supplies, presented by Julia Johnston, Purchasing/Central Stores Supervisor.

- This year we've seen a large increase in chemical costs. Increases ranged from 0 367%. The average increase in cost for all chemicals is 48% leading to a total percent increase of 81% in chemical costs.
- Increase in chemical costs related to limited supply and transportation issues.

FISCAL IMPACT:

Based on estimated quantities of use, total cost of water treatment chemicals for 2022 will be \$ 6,268,749.00. Chemicals in this recommendation include requirements for the Fleur, McMullen and Saylorville Water Treatment Plants. These bids will result in a significant increase due primarily to rising transportation and raw material cost.

RECOMMENDED ACTION:

Award the 2022 chemical contracts to bidders as follows:

Chemical	Low Responsible Bidder	Per	2022 cost	2021 cost
Antiscalent	Avista	lb.	\$ 1.4500	\$ 1.3500
Aluminum Sulfate - Ground	Chemtrade	lb.	\$ 0.3450	\$ 0.3100
Activated Carbon - (FDWTP)	Calgon	lb.	\$ 0.9400	\$ 0.77000
Activated Carbon - (MWTP)	Calgon	lb.	\$ 1.0700	\$ 0.85000
Carbon Dioxide - Liquid	Air Products	lb.	\$ 0.0485	\$ 0.0464
Citric Acid	Shannon Chemical	lb.	\$ 1.9500	\$ 0.4171
Ferric Chloride	Kemira	lb.	\$ 0.1730	\$ 0.1374
Hydrofluosilicic Acid	Dubois	lb.	\$ 0.2355	\$ 0.2205
Hydrocholric Acid	Acco	gl	\$ 2.9800	\$ 2.9800
Aluminum Chloride Hydroxide Sulfate IC1179P	Suez	lb.	\$ 0.7200	\$ 0.6900
Polyphosphate	Carus	1b.	\$ 1.0300	\$ 0.3860
Soda Ash	Thatcher Chemical	lb.	\$ 0.1600	\$ 0.1605
Soda Salt - per ton	Step Saver	ton	\$ 201.00	\$ 197.00
Sodium Hypochlorite	DPC	gl	\$ 1.025	\$ 0.7140
Sodium Hydroxide 30%	Univar	gl	\$ 1.6831	\$ 1.0690
Sodium Bisulfite	Univar	lb.	\$ 0.1340	\$ 0.1240
Sodium Permaganate	Carus	lb.	\$ 1.0600	\$ 0.6810
Lime - Quick Pebble (FDWTP and MWTP)	Mississippi Lime	ton	\$ 184.50	\$ 164.90

BOARD REQUIRED ACTION:

Motion to award the 2022 contracts for water treatment chemical supplies to the above bidders.

Julia Johnston (date)
Purchasing/Central Stores Supervisor

Nathan W. Casey, P.E. (de

Ted Corrigan, P.E.

(date)

CEO and General Manager

Chemical Price Change Summary Report 2021 to 2022

Plant	Chemical		New Price	Old Price	Percentage Change	Estimated Usage	Unit of Measure	2022 Total	2022 Vendor
Fleur	Activated Carbon	\$	0.94000	\$ 0.77000	22.08%	859,020	Pounds	\$807,478.80	Calgon
Fleur	Aluminum Sulfate	\$	0.34500	\$ 0.31000	11.29%	730,167	Pounds	\$251,907.62	Chemtrade
Fleur	Carbon Dioxide	\$	0.04850	\$ 0.04640	4.53%	2,577,060	Pounds	\$124,987.41	Air Products
Fleur	Ferric Chloride	\$	0.17300	\$ 0.13740	25.91%	2,662,962	Pounds	\$460,692.43	Kemira
Fleur	Hydrofluosilicic Acid	\$	0.23550	\$ 0.22050	6.80%	240,526	Pounds	\$56,643.87	Dubois
Fleur	Lime	\$	184.50	\$ 164.90	11.89%	11,167	Tons	\$2,060,311.50	Mississippi Lime
Fleur	Soda Ash	\$	0.16000	\$ 0.16050	-0.31%	103,082	Pounds	\$16,493.12	Thatcher Chemical
Fleur	Solar Salt	\$	201.00	\$ 197.00	2.03%	215	Tons	\$43,215.00	Step Saver
Fleur	Sodium Hypochlorite	\$	1.02500	\$ 0.71400	43.56%	188,607	Gallons	\$193,322.18	DPC
Fleur	Polyphosphate	\$	1.03000	\$ 0.38600	166.84%	163,214	Pounds	\$168,110.42	Carus
	21					Fleur Driv	e Sub-Total	\$4,183,162.35	
McMullen	Activated Carbon	\$	1.07000	\$ 0.85000	25.88%	160,128	Pounds	\$171,336.96	Calgon
McMullen	Carbon Dioxide	\$	0.04850	\$ 0.04640	4.53%	960,768	Pounds	\$46,597.25	Air Products
McMullen	Sodium Hypochlorite	\$	1.02500	\$ 0.71400	43.56%	91,890	Gallons	\$94,187.25	DPC
McMullen	Ferric Chloride	\$	0.17300	\$ 0.13740	25.91%	1,040,832	Pounds	\$180,063.94	Kemira
McMullen	Hydrofluosilicic Acid	\$	0.23550	\$ 0.22050	6.80%	100,080	Pounds	\$23,568.84	Dubois
McMullen	Lime	\$	184.50	\$ 164.90	11.89%	4,263	Tons	\$786,523.50	Mississippi Lime
McMullen	Polyphosphate	\$	1.03000	\$ 0.38600	166.84%	32,026	Pounds	\$32,986.78	Carus
						McMulle	en Sub-Total	\$1,335,264.52	
SWTP	Antiscalant	\$	1.45000	\$ 1.35000	7.41%	55,044	Pounds	\$79,813.80	Avista
SWTP	Citric Acid	\$	1.95000	\$ 0.41710	367.51%	137,610	Pounds	\$268,339.50	Shannon Chemical
SWTP	Hydrofluosilicic Acid	\$	0.23550	\$ 0.22050	6.80%	55,044	Pounds	\$12,962.86	Dubois
SWTP	Polyphosphate	\$	1.03000	\$ 0.38600	166.84%	0	Pounds	+ ,>	Carus
SWTP	Sodium Bisulfite	\$	0.13400	\$ 0.12400	8.06%	311,916	Pounds	\$41,796.74	Univar
SWTP	Sodium Hydroxide 30%	\$	1.68310	\$ 1.06900	57.45%	91,401	Gallons	\$153,837.02	Univar
SWTP	Sodium Hypochlorite	\$	1.02500	\$ 0.71400	43.56%	64,090	Gallons	\$65,692.25	DPC
SWTP	Sodium Permanganate	\$	1.06000	\$ 0.68100	55.65%	69,722	Pounds	\$73,905.32	Carus
SWTP	Poly Aluminum Chloride	\$	0.72000	\$ 0.69000	4.35%	73,392	Pounds	\$52,842.24	Suez
SWTP	Hydrochloric Acid	\$	2.98000	\$ 2.98000	0.00%	380	Gallons	\$1,132.40	Acco
2	,	*		, =:::::0	2.2370		P Sub-Total	\$750,322.13	
					Des Moi	nes Water Work	s 2021 Total	\$6,268,749.00	



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

MEMORANDUM

DATE: November 10, 2021

TO: Kyle Danley, Chief Operating Officer

FROM: Nathan W. Casey, Director of Water Production

SUBJECT: 2022 Analysis of Lime Bids

Summary of the two lime bids that were received is given below for both of our softening treatment plants. Prices shown are for bottom drop truck delivery. Bid analysis was completed based upon bottom drop delivery pricing.

Vendor	Fleur & McMullen (\$/Ton)	Fleur (\$/Ton)	McMullen (\$/Ton)
Mississippi Lime Company	\$184.50	\$184.50	\$184.50
Lhoist	\$299.64	\$299.64	\$299.64

Des Moines Water Works hired Kemetco Research Inc. to conduct testing in accordance with ASTM standards, to quantify and evaluate the relative lime efficiency and handling of the two lime sources. The report concluded that Mississippi and the Lhoist lime samples can be considered equal.

There are two options for consideration. One is to allow Mississippi to provide both plants at \$184.50/ton. The second is to have Lhoist to provide both plants at \$299.64/ton. Analysis of the two options is summarized below and it takes into account the different volumes of water to be treated at each plant, the purity difference between the two products, and the costs to remove inert materials from each product via our lime sludge dewatering process at the Fleur Plant.

Option #1 has the lowest total cost.

Fleur Pumpage (MG)	10,00								
McMullen Pumpage (MG)	4,800	2021 Lime Bid Analysis							
Options	Bidder	Price/Ton	Dosage(mg/L)	Pounds/Year	Tons/Year	Cost/Year			
	Mississippi @ FDWTP	\$184.50	260	22,334,520	11,167	\$2,060,311.50			
Option #1	Mississippi @ MWTP	\$184.50	213	8,526,816	4,263	\$786,523.50			
Mississippi	FDWTP - Sludge	\$23.44			2,810	\$65,866.40			
				Total Option #	1- Mississippi	\$2,912,701.40			
	Bidder	Price/Ton	Dosage(mg/L)	Pounds/Year	Tons/Year	Cost/Year			
	LHOIST @ FDWTP	\$299.64	260	22,334,520	11,167	\$3,346,079.88			
Option #2	LHOIST @ MWTP	\$299.64	213	8,526,816	4,263	\$1,277,365.32			
LHOIST	FDWTP - Sludge	\$23.44			2,780	\$65,163.20			
				Total Opti	on #2 - Lhoist	\$4,688,608.40			

Staff recommends award of the 202 Lime contract for both the Fleur Drive and McMullen Water Treatment Plants to Mississippi Lime Company for \$184.50per ton.



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

MEMORANDUM

DATE: October 25, 2021

TO: Ted Corrigan, Kyle Danley, Nathan Casey, Mike Adams, Josh Russell,

Julia Johnston, Regina Olmstead, PWS 7727031

FROM: Jeff Mitchell, Supervisor of Laboratory

SUBJECT: 2022 Powdered Activated Carbon Selection

Des Moines Water Works (DMWW) examined 5 varieties of Powdered Activated Carbon (PAC) for odor and total organic carbon removal. Performance or price alone would not be a fair comparison, so the results of the jar tests were used to provide a cost per million gallons of treated water. Charts below will show these costs for each criterion. Calculations were made for both the Fleur Dr. Treatment Plant and McMullen Treatment Plant. Final selection was determined from total annual projected cost based on odor and TOC removal. Water Production will recommend Calgon WPH1000 as our selection for 2022 PAC.

ODOR REMOVAL

Fleur Dr. Treatment Plant

Dose (mg/L) for odor

Carbon	Cost/#	removal	#s/MG	\$/MG
Atlas Alpine PAC	0.79	15	125.1	98.83
Calgon WPH 1000	0.94	15	125.1	117.59
Cabot Hydrodarco B	1.23	20	166.8	205.16
Donau WC800	0.87	30	250.2	217.67
NaMinerals GOH **	0.51	60	500.4	255.20

McMullen Treatment Plant

Dose (mg/L)

		IOI OUOI		
Carbon	Cost/#	removal	#s/MG	\$/MG
Atlas Alpine PAC	1.03	15	125.1	128.85
Calgon WPH 1000	1.07	15	125.1	133.86
Donau WC800	0.87	30	250.2	217.67
Cabot Hydrodarco B	1.35	20	166.8	225.18
NaMinerals GOH**	0.51	60	500.4	255.20

% TOC REMOVAL

Fleur Dr. Treatment Plant

mg/L for 15% TOC

Carbon	Cost/#	Removal	#s/MG	\$/MG
Donau WC800	0.87	20	166.8	145.12
Calgon WPH 1000	0.94	20	166.8	156.79
Atlas Alpine PAC	0.79	30	250.2	197.66
NaMinerals GOH **	0.51	60	500.4	255.20
Cabot Hydrodarco B	1.23	30	250.2	307.75

McMullen Treatment Plant

mg/L for 15% TOC

Carbon	Cost/#	Removal	#s/MG	\$/MG
Donau WC800	0.87	20	166.80	145.12
Calgon WPH 1000	1.07	20	166.80	178.48
NaMinerals GOH **	0.51	60	500.40	255.20
Atlas Alpine PAC	1.03	30	250.2	257.71
Cabot Hydrodarco B	1.35	30	250.20	337.77

^{**} Did not reach 15% removal rates with dosages tested

DMWW set the dosage for TOC at 15% removal for cost estimates. Removal efficiencies above this level are beneficial for our operations, but do not factor into the pricing and dosage calculations.

DMWW's largest use for PAC is taste/odor control and TOC removal. When operations sets dosages based on these it can be roughly estimated that 50% of time it will be based on Taste/Odor removal and 50% of the time for TOC removal. Utilizing the cost per MG and the estimated production for the year we can calculate an estimated annual cost for each use. Since the bid is for supplying both plants, we can add the estimated cost of both Fleur Dr and McMullen treatment plants together. The following table is a total estimated cost based on these parameters:

ANNUAL COST FOR ODOR AND TOC REMOVAL AT BOTH TREATMENT PLANTS

			50 T/O:50
		15% TOC	TOC
Carbon	ODOR	Removal	Annual Cost
Calgon WPH 1000	\$556,449.80	\$741,933.07	\$649,191.44
Atlas Alpine PAC	\$487,282.01	\$974,564.03	\$730,923.02
Donau WC800	\$993,899.48	\$662,599.66	\$828,249.57
NaMinerals GOH	\$1,165,261.46	\$1,165,261.46	\$1,165,261.46
Cabot Hydrodarco B	\$960,798.02	\$1,441,197.04	\$1,200,997.53

Once both plants are calculated for the cost of Taste/Odor and TOC removal with each carbon we can see that the lowest cost per usage will be Calgon WPH1000. Water Production will recommend Calgon WPH1000 as our selection for 2022 PAC.



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	III-E
Meeting Date: N	ovember 23, 2021
Chairperson's Sig	nature 🗌 Yes 🔀 No

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 2022" 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:

- Adding language requiring a customer aggrieved by the application of the Rules and Regulations to seek an appeal with DMWW before commencing any action in court.
- Changing the bond amount for a plumbing contractor performing work on the DMWW distribution system.
- Stating that DMWW may refuse to accept backflow test reports from certain technicians or companies that have a pattern of failing to provide timely, complete, legible, consistent, or accurate reports.
- Requiring a larger size of conduit be installed for running wire for the meter reading equipment to the outside of the building.
- Providing a new fee for unauthorized operation of a valve.

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 2021.

It is proposed that these revisions, including the revised fees, become effective on January 1, 2022.

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, 2022, 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, 2022, and direct publication of the changes as required by statute.

	<u></u>	Jennifer Putter, P.E. (date) Director of Water Distribution	Ted Corrigan, P.E. CEO and General Manager	18/21 late)
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Attachments: Outline of Proposed Changes to Des Moines Water Works' Rules and Regulations for 2022
Proposed 2022 Rules and Regulations document showing red-lined changes

Outline of Proposed Changes to Des Moines Water Works' Rules and Regulations for 2022

Section 500 - Preface

500.2 has been edited to require any person aggrieved by the application of the Rules and Regulations to seek an appeal with DMWW before commencing any action in court.

Section 501 – General

No Changes

Section 502 – Applications for Use of Water

502.5.2 has been edited to allow a written request form from the property owner to keep the water on and transfer responsibility for the water service.

Section 503 – Application for Installation of Water Service

503.3.1 has been edited to increase the bond amount for a plumbing contractor performing work on the DMWW distribution system from \$1000 to \$20,000.

503.3.3 has been added to address the options available to a plumbing contractor should their creditworthiness, financial responsibility, or performance become unsatisfactory to DMWW.

Section 504 – Taps and Connections

No Changes

Section 505 – Water Service Installation

No Changes

Section 506 – Cross Connection and Backflow Prevention

506.4.6 has been edited to specify the required backflow test and report shall be submitted using the method prescribed by the Backflow Program Manager. This will allow us to change the method the backflow tests and reports can be submitted as the new CIS software backflow module continues to be implemented.

506.4.9 has been added to allow DMWW to refuse to accept backflow test reports from certain technicians or companies that have established a pattern of failing to provide timely, complete, legible, consistent, or accurate reports to DMWW on behalf of DMWW customers.

Section 507 – Public Fire Protection

No Changes

Section 508 – Private Fire Protection

No Changes

Section 509 – Water Meters

509.11.4 has been edited to change the size and type of conduit required for running a wire for the meter reading equipment to the outside of the building.

509.12 has been edited to clarify that a meter pit is required if the length of the water service on private property exceeds 250 feet. This was stated in previous paragraphs for smaller meters, and for consistency has now been added to this section for larger meters.

509.12.7 has also been edited to change the size and type of conduit required for running a wire for the meter reading equipment to the outside of a building.

Section 510 Service Main Extensions

Section 510 was eliminated in 2013.

Section 511 Schedule of Charges

1. FIRE PROTECTION CHARGES

Fire protection fee charts have been updated to account for construction cost increases.

2. SYSTEM DEVELOPMENT FEE STRUCTURE

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

3. <u>UNIFORM TAP CHARGES</u>

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

4. <u>UNIFORM TAP RETIREMENT CHARGES</u>

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

5. <u>METERS</u>

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

7. <u>MISCELLANEOUS CHARGES</u>

- A. **Labor** Standard labor rate has been increased from \$68.00 to \$70.00 per hour, and the Overtime labor rate has been increased from \$101.00 to \$105.00 per hour.
- B. Laboratory Fees Updated to show increases.
- C. Charges for Unauthorized Operation of a Valve New fee established.

Section 512 Figures

No Changes

Section 513 Glossary of Terms

No Changes

Section 514 Supplemental Requirements for the former Southeast Polk Rural District

Section 514 was eliminated in 2019.

Section 515 Water Shortage Plan

515.6.5 has been edited to clarify how the Emergency Water Shortage Rate will be calculated while in Stage IV of the plan.

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)

- 500.1 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 within 90 days of the decision or action complained of be entitled required 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") before commencing any action in court. After hearing, a written decision shall be issued by the Appeals Committee, which shall be final as to all matters considered. Prior to commencing any action in court, unless the persons making the appeal must 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 206.8 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

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.

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.

502.1 APPLICATIONS

- 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.
- 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.
- If there is no water service into the premise, see Section 503.
- 502.2 BILLING (revised January 2019)
 - 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.

- 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.
- 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.
- 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.

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)

502.2.6

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.

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

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.

- 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.

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 (Revised January 2022)

- 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.
- 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, or a written request form the property owner in the case of a rental property, to keep the water on and transfer responsibility for service to the prospective customer or property owner's name. 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.

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)
- 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.

503.1 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)
- 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.
- The Des Moines Water Works must be provided with the legal description of the property to be served.
- 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, rightof-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.
- 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.

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 2022)

- Any Plumbing Contractor performing work on the Des Moines Water Works distribution system must have a State of Iowa Plumbing License and provide an annual \$1,00020,000-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.
- Should Plumbing Contractor's creditworthiness, financial responsibility, or performance become unsatisfactory to DMWW in DMWW's reasonably exercised discretion, DMWW may require the Plumbing Contractor to provide, at the Plumbing Contractor's option (but subject to DMWW's acceptance based upon reasonably exercised discretion), one or more of the following (i) the posting of a letter of credit, (ii) a cash prepayment, (iii) the posting of other acceptable collateral or security by the Plumbing Contractor, or (iv) some other mutually agreeable method of satisfying DMWW.

In evaluating the creditworthiness of the Plumbing
Contractor, DMWW will consider the payment and
delinquency history of the Plumbing Contractor and the
number of requested permits requested byfrom the Plumbing
Contractor. DMWW will also include in its evaluation of
Plumbing Contractor's financial responsibility the Plumbing
Contractor's payment history, whether under the Plumbing
Contractor's own name or any corporate name, and whether
Plumbing Contractor employs individuals who have unpaid
obligations owed to DMWW from prior work that the
employed individual performed as a separate Plumbing
Contractor.

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

- 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.
- 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.
- 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.
- 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.
- 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.
- 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.
- Mains 16" and larger cannot be tapped without prior approval from the Des Moines Water Works.

504.2 LOCATION OF TAP

- 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.
- 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.
- Taps shall not be located:
 - (1) On hydrant branches; or
 - (2) Within an intersection.
- Taps 1" in size shall not be located closer than 18" from another tap, joint, or pipe fitting.
- Taps 2" in size shall not be located closer than 2' from another tap, joint, or pipe fitting.
- 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".
- 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
- Taps 2" and larger must have prior approval from the Des Moines Water Works.

- 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.
- Taps of a size equal to the main may be allowed.

504.4 EXCAVATION FOR TAP

- 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.
- 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.
- 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)

- 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.
- 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.

- 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)
- 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 ³/₄", 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.
- For removal of a service from a private main, see Figure 4.
- 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:

- 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)
- A clearance of not less than 12" shall be maintained between the service line and any pipe, cable, or conduit in the same trench.
- 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.
- 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)
- 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)
- For a building with a crawl space, see Figure 10.

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

505.4 SIZE OF WATER SERVICE LINES

- 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.
- 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.
- 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 <u>high-strength</u> 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.
- 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.

- Any valves, roadway boxes and precast concrete manhole vaults must have the approval of the Des Moines Water Works.
- 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.
- 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)
- 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 <u>high-strength</u> 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

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.

- 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.
- 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 pluming 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 rightof-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/1 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.
- 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.
- All water-using devices must be so designed that backflow to the distribution system cannot occur.
- 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.
- 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.
- 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)

- 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.
- 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.
- 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.

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.

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 2022)

- Backflow protection requirements shall be administered by the Utility Incident Manager of the Des Moines Water Works (the "Backflow Program Manager").
- The Backflow Program Manager may withhold approval to commence water service to a new service line until all backflow requirements are met.

- 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.
- 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").
- If the customer fails to complete installation pursuant to an Installation Notice, or to notify the Backflow Manager of appeal pursuant to Rule 500.2 within fifteen (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 using the method prescribed by 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 by the Annual Backflow Test Due Date.

- 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 by the Annual Backflow Test Due Date.
- 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.
- 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 by the Annual Backflow Test Due Date will result in the imposition of late fees as provided in the Schedule of Charges.

506.4.9

DMWW may refuse to accept backflow test reports from certain technicians or companies even if the technicians are registered with the Iowa Department of Public Health when, in DMWW's the experience of the Backflow Program Manager, the technician or company that employs the technician has established a pattern of failing to provide timely, complete, legible, consistent, and or accurate test reports to DMWW on behalf of DMWW customers. The Backflow Program Manager may also refuse to accept backflow test reports from certain technicians or companies if, or it becomes apparent to DMWW that the technician or company are not actually performing backflow tests or are otherwise improperly reporting the results of testing or repairs made to backflow prevention assemblies. DMWW will only disallow test reports from a particular technician or company that employs technicians after DMWW provides notice to the company or the technician, and DMWW provides the company or technician a reasonable opportunity to correct the deficient test procedures.

If the customer, or a company or technician on behalf of a customer, provides a test report from a technician or company that DMWW has determined does not provide acceptable backflow test reports, DMWW will provide the customer with written notice that the test report submitted for the customer is insufficient, and the customer must obtain a backflow test report from another technician or company. DMWW will give the customer an extension of 30 days from the date the customer receives the notice specified in this section, or 30 days from the Annual Backflow Test Date, whichever is later, to provide a backflow test report from another technician or company. The deadline for providing a complete and accurate test report may be extended in the discretion of the Backflow Program Manager for good cause.

507 PUBLIC FIRE PROTECTION

507.1 OPERATION OF FIRE HYDRANTS

- 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.
- 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

- 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.
- 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

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

BONNET COLOR

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.

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.

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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)

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)

- 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.
- 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

- 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)
- 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 Web 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 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.
- 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.
- 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.
- 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

- Each single-family dwelling must have its own meter.
- 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:

- 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.
- 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 finals 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.
- Option 3. Master meter the private water main, with the property owner responsible for all water charges on the master meter.
- 509.3.4 Master meter the private water main and Option 4. 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.

- 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.
- Option 2. Master meter the private water main serving the complex.

509.5 METERING OF DUPLEXES/FLATS

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

- 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.

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

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

- 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)
- 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.

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)

Size of Meter	Distance face to face of stops
5/8"	11 3/4"
3/4"	13 3/4"
1"	15 3/4"
1 1/2" or 2" screw t	ype 30"
1 ½ flanged type	13 1/4"
2" flanged type	17 1/4"
1" 1 1/2" or 2" screw t 1 ½ flanged type	15 3/4" ype 30" 13 ½"

- 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.
- 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 20202022)

- 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.
- 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.

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.

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

A 1/2 3/4" Pex tubing conduit with pull string shall be installed from the meter to a location deemed appropriate for meter reading equipment, as determined by DMWW. It is the owner/contractor responsibility to ensure a wire can be run to the outside using the 3/4" Pex.

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.

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
 - 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 ½" 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 Therma-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.

- 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)
- 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 (Revised January 2022)

Where unusual circumstances exist, or the length of the water service on private property exceeds 250 feet, 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.
- The pit shall be not less than six, or more than eight, feet in depth.
- The pit shall have concrete roof and floor slabs.
- The pit shall have a 48" X 48" square hatch with compression spring operators.

- 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.
- There shall be a minimum distance of 10' between the meter pit and any hydrant or standpipe.
- A 3/4" Pex tubing conduit with pull string shall be installed from the meter to a location deemed appropriate for meter reading equipment, as determined by DMWW. It is the owner/contractor responsibility to ensure a wire can be run to the outside using the 3/4" Pex 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

- 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.
- By-pass lines around meters 3" and larger must be locked and sealed to prevent accidental usage.
- 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

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. 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, 20202022)

DES MOINES WATER WORKS FIRE PROTECTION CHARGES

Annual charges for all unmetered fire protection connections shall be as follows:

Size of <u>Connection</u>	Inside City	Outside City	
1"	\$5.00	\$7.00	
2"	\$ 17.00 <u>18.00</u>	\$25.00	
3"	\$40.00	\$ 55.00 <u>60.00</u>	
4"	\$ 65.00 _70.00	\$ 100.00 110.00	
6"	\$ 150.00 <u>160.00</u>	\$ 220.00 <u>240.00</u>	
8"	\$ 270.00 290.00	\$4 00.00 430.00	
10"	\$4 10.00 450.00	\$ 620.00 <u>680.00</u>	
12"	\$ 590.00 <u>640.00</u>	\$ 880.00 <u>970.00</u>	

- 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.

- 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.
- 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, 20212022)

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	\$ 1,185	\$ 3,800	\$ 10,900	\$ 28,600 ,	\$ 59,600	\$ 95,300 ,
	520	1,300	4,125	11,900	31,100	64,900	103,700
Fire Service							
Connections:	\$ 160	\$ 400	n/a	\$ 3,675	\$ 9,500	\$20,000,	\$31,800,
	<u>170</u>	<u>440</u>		4,000	10,300	21,700	34,600

Pleasant Hill

	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections	: \$ 1,425	\$ 1,425 ,	\$3,800	\$10,900	\$28,600	\$ 59,600 \$	3 95,300
	<u>1,550</u>	<u>1,550</u>	<u>4,125</u>	<u>11,900</u>	31,100	<u>64,900</u> <u>1</u>	03,700
Fire Service							
Connections	: \$ 470 ,	\$ 470	n/a	\$ 3,675	\$ 9,500	\$ 19,900 , \$	3 1,800
	<u>520</u>	<u>520</u>		<u>4,000</u>	10,300	21,700	34,600
Cumn	ning						
	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12
_							inch
Metered							
Connections:	\$ 960	\$ 1,775	\$ 1,775	\$8,375	\$25,800	\$56,300	n/a
	<u>1,025</u>	<u>1,900</u>	<u>1,900</u>	<u>9,000</u>	<u>27,700</u>	<u>60,500</u>	
Fire Service							
Connections:	\$ 1,125	\$ 1,400	n/a	\$3,625	\$ 9,350	\$ 19,600	n/a
	<u>1,200</u>	<u>1,500</u>		<u>3,900</u>	<u>10,100</u>	<u>21,100</u>	
Allem	an						
	1 inch	2 inch	3 inch*	4 inch	6 inch	8 inch	12 inch
Metered							
Connections:	\$ 2,375	\$3,850	\$3,850	\$ 10,900	\$28,600	\$ 59,600	n/a
	<u>2,575</u>	<u>4,200</u>	<u>4,200</u>	<u>11,900</u>	<u>31,100</u>	<u>64,900</u>	
Fire Service							
Connections:	\$ 790	\$ 1,300	n/a	\$ 3,675	\$ 9,500	\$ 19,900	n/a
	<u>860</u>	<u>1,400</u>		<u>4,000</u>	<u>10,300</u>	<u>21,700</u>	

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:	$\$\frac{1,775}{}$	\$4,025	\$4 ,025	\$ 10,900 ,	\$28,600	\$ 59,600	n/a
	<u>1,925</u>	4,375	4,375	11,900	31,100	64,900	
Fire Service							
Connections:	\$ 590	\$ 1,375	n/a	\$ 3,675	\$ 9,500	\$ 19,900	n/a
	<u>650</u>	<u>1,475</u>		<u>4,000</u>	10,300	21,700	

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.
- 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, 20212022)

Tap	Size	1" *	2" **	3"***	4"	6"	8"	12"
2"]	Main	\$ 350 <u>380</u>						
4"]	Main	\$ 350 380	\$ 1,300 <u>1,425</u>		\$ 2,050 2,225			
6 " l	Main	\$ 350 <u>380</u>	\$ 1,300 <u>1,425</u>		\$ 2,300 2,500	\$ 2,650 2,875		
8 " I	Main	\$ 350 <u>380</u>	\$ 1,300 <u>1,425</u>		\$ 2,350 ,2,550	\$ 2,650 2,875	\$ 3,425 <u>3,725</u>	
10"	Main	\$ 350 <u>380</u>	\$ 1,400 1,525		\$ 2,450 2,675	\$ 2,750 <u>3,000</u>	\$ 3,425 <u>3,725</u>	
12"	Main	\$ 350 <u>380</u>	\$ 1,450 <u>1,575</u>		\$ 2,450 2,675	\$ 2,750 <u>3,000</u>	\$ 3,525 <u>3,825</u>	\$ 5,500 <u>6,000</u>
14"	Main	\$ 350 <u>380</u>	\$ 1,725 <u>1,875</u>		\$ 2,450 2,675	\$ 2,800 <u>3,050</u>	\$ 3,525 <u>3,825</u>	\$ 5,500 <u>6,000</u>
16"	Main	\$ 350 <u>380</u>	\$ 1,875 <u>2,050</u>		\$ 2,800 3,050	\$ 2,800 3,050	\$ 3,625 <u>3,750</u>	\$ 5,800 <u>6,300</u>
20"	CI/DI Main	N/A	\$ 1,925 <u>2,100</u>		\$ 2,850 3,100	\$ 3,200 <u>3,475</u>	\$ 3,975 4,325	\$ 6,200 <u>6,750</u>
	Concrete	N/A	N/A		\$ 7,450 <u>8,100</u>	\$ 7,750 <u>8,450</u>	\$ 8,750 <u>9,500</u>	\$ 11,000 <u>12,000</u>
Ma	in							
24"	CI/DI Main	N/A	\$ 2,025 ,2,200		\$ 2,900 3,150	\$ 3,275 <u>3,575</u>	\$4 ,250 4 <u>,625</u>	\$ 7,650 <u>8,300</u>
24" Ma	Concrete in	N/A	N/A		\$ 7,550 <u>8,225</u>	\$8,0508,750	\$8,8009,550	\$ 11,200 12,200

- 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.
- *The fee for 1" taps on ASTM D2241 pipe in the former SE Polk system which require a tapping saddle will be \$400 440.
- **The fee for 2" taps made on 16" PVC, which will require a tapping saddle, will be \$2,350 2,550.
- ***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.
- 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, 20212022)

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"	\$ 1,025 _1,125
<u>3"</u>	\$ 1,160 1,275
4"	\$ 1,300 <u>1,425</u>
6"	\$ 1,400 <u>1,525</u>
8"	\$ 1,500 <u>1,625</u>
10"	\$ 1,825 <u>1,975</u>
12"	\$ 2,350 <u>2,550</u>
14"	\$ 2,650 2,875

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

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)

- 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.

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, 20212022)

Size	Fee
5/8"	\$15 <u>.</u> 16.00 each
5/8" x 3/4"	\$19 15 .00 each
3/4"	\$18 15 .00 each
1"	\$26 17 .00 each
1 1/2"	\$ <u>1</u> 03 94 .00-each
2"	\$150 131 .00 each

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

Size	Fee	
5/8"	\$36.00	
3/4"	\$42.00	
1"	\$83.00	
1 ½"	\$187.00	
2"	\$250.00	

Table 511.9.3 Meter Fees (effective January 1, 20212022)

Size	Fee
5/8"	\$125.00
3/4"	\$1 <u>60</u> 56.00
1"	\$2 <u>20</u> 08 .00
1 ½"	\$437.00
2"	\$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"	\$99.00
Meter head 1", 1 ½", 2"	\$99.00
Single port MTU	\$135.00
Dual port MTU	\$187.00
Upcharge for dual port MTU for secondary meter	\$42.00
Pressure regulator valve	\$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	None (included in the termination fee)
	After hours: Monday – Friday 6:00 pm – 9:30 pm	\$35 after hour fee
Area formerly known as SE Polk Rural Water District, Runnells,	During normal field hours: Monday – Friday 7:30 am– 3:30 pm	None (included in the termination fee)
Cumming, Alleman	After hours: Monday – Friday 3:30 – 9:30 pm Saturday 7:30 am – 3:30 pm	\$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, 20202022)

Standard Hourly Labor Rate Overtime Hourly Labor Rate \$ 6870.00/hour \$101105.00/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

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, 20202022)

Table 511.27.1 Microbiological Fees

Sample	Analysis	Cost
Private wells	Coliform	\$35.00
Distributions	Coliform	\$ 12.00 15.00
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
<u>Solids</u>	<u>TSS</u>	<u>\$18.00</u>
	TDS Grav	\$18.00
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
	рН	\$12.00
	Total Hardness	\$25.00
	Turbidity	\$12.00
DBP's	TTHM	\$75.00
	HAA	\$100.00
Algal Toxins ELISA	Microcystin	\$75.00
Č	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)	\$500.00
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	\$.10/ft.
Permits)	

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)	\$150.00
Total	\$500.00

511.30 TWO-INCH AND LARGER WATER SERVICE PLAN REVIEW FEE

Des Moines Water Works Engineering Department shall review all twoinch 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 1, 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 buyout shall be \$3,700 per existing residential customer.

For annexing cities who do not receive their water supply from DMWW, the buy-out shall be \$5,700 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.

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.

511.38 CHARGES FOR UNAUTHORIZED OPERATION OF A VALVE (effective January 1, 2022)

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

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GLOSSARY OF TERMS (Revised January 2021)

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

<u>Applicant</u>. Any person association, corporation, entity or governmental agency requesting water service.

(<u>The</u>) <u>Board</u>. 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.

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

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

<u>Condominium</u>. 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).

<u>Connection Fee</u>. 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.

<u>Cross Connection</u>. 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.

<u>Des Moines Water Works or DMWW</u>. 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.

<u>Distribution Main</u>. 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.

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

<u>Duplex/Flat</u>. 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).

<u>Implied Public Access</u>. 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.

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

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

<u>Master Service</u>. 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.

<u>Plumbing Contractor</u>. 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.

<u>Private Fire Protection System.</u> 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).

<u>Private Water Main</u>. 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.

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

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

<u>Service Main</u>. 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.

<u>Tap</u>. The physical connection to a water main through which the water supply is carried.

<u>Townhome</u>. 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.

<u>Transmission Main</u>. 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.

<u>Water Service</u>. The provision of municipal water supply to a property, or 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

(<u>The</u>) <u>Des Moines Water Works</u>. 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 PRODUCT 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 1, 2021)

- 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.

- 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 1, 2021)

- 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: 515-5

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 (Revised January 2022)

"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. In the event stepped rates apply, the Emergency Water Shortage Rate shall be four times the Step 1 rate. 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	o. III- F
Meeting Date:	November 23, 2021
Chairperson's S	ignature 🗌 Yes 🔯 No

AGENDA ITEM FORM

SUBJECT: Acceptance of 2021 Tank Painting - Pleasant Hill Tower and Wilchinski Standpipe

SUMMARY:

- At its January 2021 Board meeting, the Board of Water Works Trustees awarded a contract to J.R. Stelzer Co., in the amount of \$1,145,524 for the 2021 Tank Painting Pleasant Hill Tower and Wilchinski Standpipe project.
- All work associated with this contract has been satisfactorily completed.
- Three no-cost change orders were executed to address coatings changes due to less stringent air regulations in Iowa and supply shortage.
- The final contract price for the 2021 Tank Painting Pleasant Hill Tower and Wilchinski Standpipe project is \$1,145,524.

FISCAL IMPACT:

Funds for the 2021 Tank Painting – Pleasant Hill Tower and Wilchinski Standpipe project will come from allocations in both the 2020 and 2021 capital budgets.

RECOMMENDED ACTION:

Accept the 2021 Tank Painting – Pleasant Hill Tower and Wilchinski Standpipe project, completed by J.R. Stelzer Co., in the amount of \$1,145,524.

BOARD REQUIRED ACTION:

Motion to accept the 2021 Tank Painting – Pleasant Hill Tower and Wilchinski Standpipe project, completed by J.R. Stelzer Co., in the amount of \$1,145,524.

Robert Jolly (date) Michael J. McCurnin, P.E. (date) Ted Corrigan, P.E. (date) Director of Engineering Services

Attachment: none



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item N	lo <u>II</u>	IG_	
Meeting Date:	Novembe	er 23, 20	21
Chairperson's	Signature	Yes 🗌	No 🖂

AGENDA ITEM FORM

SUBJECT: Request Authorization for CEO and General Manager to Execute Agreement for Professional Services for 2022 Filter Rehabilitation Study

SUMMARY:

- In the late 1940s and 1950s, Des Moines Water Works constructed a conventional lime softening plant consisting of four softening/treatment basins and sixteen sand filters. These treatment facilities provided a nominal design treatment capacity of 96 million gallons of water per day (MGD).
- Observations of treatment plant operations in the early 1980s indicated the sixteen sand filters were operating significantly below the nominal design treatment capacity. After an extensive pilot study, filter plant capacity was restored in 1986 when all filter media was removed and replaced in concert with the integration of an air scour system to improve the filter backwash process. Additionally, staff altered the operation of the filters from constant rate control to declining rate control.
- Thirty-five years after the 1980s rehabilitation efforts, the filtration plant at the Fleur Drive Operations Center again requires work to restore a now modified treatment capacity of 75 MGD. This modified capacity (75 MGD versus 96 MGD) represents an effective derating due to more stringent present-day drinking water regulations than those of the mid-1980s. Staff believes it would be prudent to conduct a thorough review of current technology before proceeding with any rehabilitation efforts.
- Staff prepared a request for proposals (RFP) for conducting an evaluation of the sixteen sand filters and the filtration process. This evaluation is to result in development of alternatives and formulation of recommendations that maintain or increase the current 75 MGD maximum operation rate while maintaining or improving effluent water quality. Four proposals were received on October 22, 2021 and reviewed by staff. A summary of staff's review is listed below:

	Maximum Points	Composite/Average of Points Awarded			
Criteria		CDM Smith Inc.	Black & Veatch	HDR Inc.	Stanley Consultants
Project Manager & Key Staff Expertise	20	19.00	17.67	17.33	15.67
Firm Experience	15	14.50	13.58	13.00	10.83
Project Familiarity and Approach	40	36.33	35.33	33.33	33.67
Project Cost	15	10.58	11.17	9.92	8.00
Project Schedule	5	5.00	5.00	5.00	5.00
Terms of Professional Services Agreement	5	3.67	4.67	3.33	3.67
Total Points	100	89.08	87.42	81.92	76.83
Cost		\$146,200	\$129,528	\$150,425	\$186,712

- Staff has reviewed the proposals provided by the responding firms. Staff recommends a Professional Services Agreement be executed with CDM Smith Inc. for the 2022 Filter Rehabilitation Study contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel.
- The anticipated design fee stated in CDM Smith Inc.'s proposal is \$146,200.

FISCAL IMPACT:

Funds for this project will come from the Fleur Drive Treatment Plant Filter Media Replacement Budget.

RECOMMENDED ACTION:

Authorize the CEO and General Manager to execute a Professional Services Agreement with CDM Smith Inc. for the 2022 Filter Rehabilitation Study contingent upon negotiation of terms and conditions that are acceptable to staff and subsequent review by legal counsel.

BOARD REQUIRED ACTION:

Motion to authorize the CEO and General Manager to execute a Professional Services Agreement with CDM Smith Inc. for the 2022 Filter Rehabilitation Study contingent upon negotiation of terms and conditions that are acceptable to staff and subsequent review by legal counsel.

Vern Ray 1,11/1/21	Mirles 12/17/21	Lacija 11/8/	ا حا
Vern Rash, P.E., L.S. (date)	Michael J. McCurnin, P.E. (date)	Ted Corrigan, R.E. / (date)
Project Manager	Director of Engineering Services	CEO and General Manager	
Attachments: None		0	



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	<u> </u>		
Meeting Date: November 23, 2021			
Chairperson's Signa	ture Yes No		

AGENDA ITEM FORM

SUBJECT: Request Authorization to Reimburse the City of Des Moines for Water Main Relocations for Hamilton Drain Storm Water Improvements Phase 2

SUMMARY:

- As part of the City of Des Moines' Hamilton Drain Storm Water Improvements Phase 2 project, Des Moines Water Works will complete multiple water main alterations where conflicts exist with proposed storm sewer.
- The City project includes road reconstruction and storm sewer improvements.
- Construction for this project is anticipated to begin in December 2021, with water main work being completed in the 2021-2023 construction seasons.
- Based upon the unit price bid for the estimated quantities for this contract, the cost for the water main alteration
 portion of this City of Des Moines project is \$346,034.70. RW Excavating Solutions, LC, from Prairie City, IA,
 will be the Contractor on the project.

FISCAL IMPACT:

Funds for this project will come from the 2021 Des Moines Water Main Replacement Budget.

RECOMMENDED ACTION:

Authorize staff to reimburse the City of Des Moines for Water Main Relocations included in the Hamilton Drain Storm Water Improvements Phase 2 project.

BOARD REQUIRED ACTION:

Motion to authorize staff to reimburse the City of Des Moines for Water Main Relocations included in the Hamilton Drain Storm Water Improvements Phase 2 project.

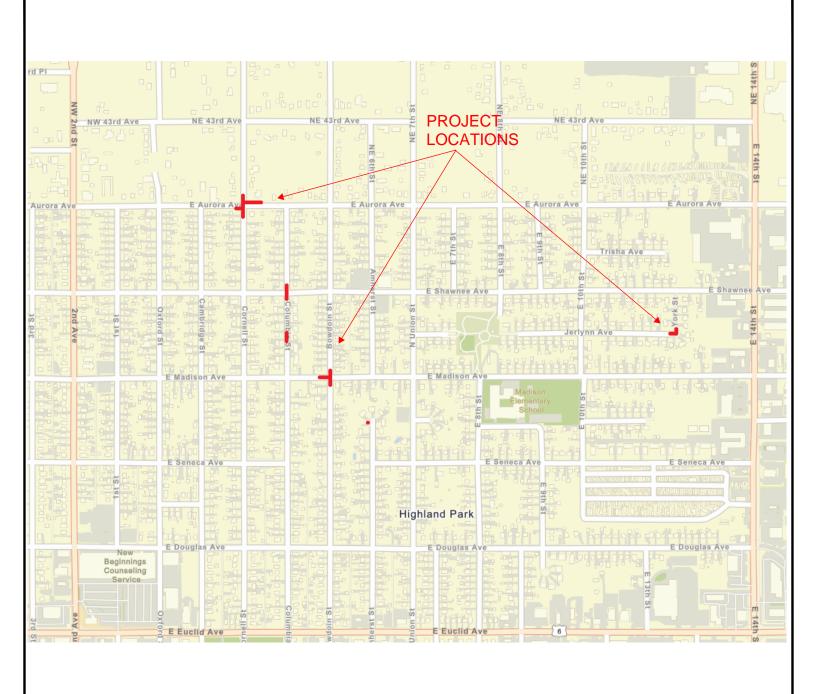
Carla J. Schumacher, P.E. (date) Mich Project Manager Dire

Michael J. McCurnin, P.E. (date) Director of Engineering Services Ted Corrigan, P.E.

CEO and General Manager

(date)

Attachments: site map







HAMILTON DRAIN STORM WATER IMPROVEMENTS (PHASE 2)



Agenda Item N	0	III- I	
Meeting Date:	Novem	ber 23,	2021
Chairperson's S	Signatur	e Yes [□ No 🔯

AGENDA ITEM FORM

Request Authorization to Solicit Bids for Fleur Drive Operations Center Stormwater System

Improvements - Phase 2 and Establish the Date of the Public Hearing as the Date of the January

2022 Board Meeting

SUMMARY:

- An engineering study conducted in 2014 showed the existing stormwater collection system at the Fleur Drive Operations Center was deficient in its capacity to evacuate stormwater runoff produced by a storm with a recurrence interval of less than one year. Stormwater collection systems, under ideal conditions, are often designed to accommodate storm events with a recurrence interval of up to 50 or 100 years.
- In 2016, work was completed on the Fleur Drive Operations Center Stormwater System Improvements Phase 1 Contract. This Phase 1 Contract included replacement of sections of 15-inch and 20-inch diameter stormwater pipes with 24-inch, 30-inch, and 42-inch diameter pipes. A second, subsequent phase of the improvements would consist of either enlarging or replacing the existing stormwater pump station.
- Preparation of plans, specifications, and contract documents for the Fleur Drive Operations Center Stormwater System Improvements – Phase 2 Contract is nearing completion. This contract will construct a new stormwater pump station with a capacity for storm events with a recurrence interval of five years.
- The capacity of the new stormwater pump station is 15,000 gallons per minute (gpm) and will provide an improvement to the system and will be especially beneficial to staff during flood response efforts.
- The engineer's estimate for the Fleur Drive Operations Center Stormwater System Improvements Phase 2 Contract is \$1,110,000.
- Staff recommends the Board authorize staff to solicit bids for the Fleur Drive Operations Center Stormwater System Improvements - Phase 2 Contract and establish the date of Public Hearing as the date of the January 2022 Board meeting.

FISCAL IMPACT:

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

RECOMMENDED ACTION:

Authorize staff to solicit bids for the Fleur Drive Operations Center Stormwater System Improvements - Phase 2 Contract and establish the date of Public Hearing as the date of the January 2022 Board meeting.

BOARD REQUIRED ACTION:

Motion to authorize staff to solicit bids for the Fleur Drive Operations Center Stormwater System Improvements - Phase 2 Contract and establish the date of Public Hearing as the date of the January 2022 Board meeting, and direct staff to publish notice as provided by law.

Project Manager

Michael J. McCurnin, P.E.

Ted Corrigan, P.E. CEO and General Manager

Attachments: None

Director of Engineering Services



Agenda Item No	#-7
Meeting Date: Nov	
Chairperson's Signa	ture 🗌 Yes 🔀 No

AGENDA ITEM FORM

SUBJECT:

Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Electric Transmission Line Easement as the Date of the December 2021 Board

Meeting

SUMMARY:

- MidAmerican Energy Company (MEC) is requesting an easement of approximately 0.47 acres comprising the west 140 ft. of DMWW park adjacent to Highway 28.
- This easement would be to allow MEC overhead transmission lines to pass above DMWW property. Accommodating MEC with an easement does not create adverse conditions to DMWW.
- The easement details are being finalized between MEC and DMWW.

FISCAL IMPACT:

Des Moines Water Works would receive \$1.00 for granting of this easement.

RECOMMENDED ACTION:

Establish the date of the December 2021 Board meeting as the date of Public Hearing for MidAmerican Energy Company Electric Transmission Line Easement.

BOARD REQUIRED ACTION:

Motion to establish the date of the December 2021 Board meeting as the date of Public Hearing for MidAmerican Energy Company Electric Transmission Line Easement and direct staff to publish notice as provided by law.

Ted Corrigan, P.E. Michael J. McCurnin, P.E. Director of Engineering Services CEO and General Manager Eng. Tech Support Services Supervisor

Attachments: none



Agenda Item N	0.	III-K	
Meeting Date:	Novemb	er 23, 2	2021
Chairperson's S	Signature	Yes	⊠ No

AGENDA ITEM FORM

SUBJECT: Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Gas Easement as the Date of the December 2021 Board Meeting

SUMMARY:

- MidAmerican Energy Company (MEC) is requesting a 10 ft. wide easement running for approximately 150 ft. across the far west portion of DMWW park adjacent to Highway 28.
- This easement would be used for placement of a 16" gas pipeline that is being relocated from the west side of Highway 28 due to Raccoon River bridge replacement.
- The easement details are being finalized between MEC and DMWW.

FISCAL IMPACT:

Des Moines Water Works would receive \$1.00 for granting of this easement.

RECOMMENDED ACTION:

Establish the date of the December 2021 Board meeting as the date of Public Hearing for MidAmerican Energy Company Gas Easement.

BOARD REQUIRED ACTION:

Motion to establish the date of the December 2021 Board meeting as the date of Public Hearing for MidAmerican Energy Company Gas Easement and direct staff to publish notice as provided by law.

Robert Jolly (date) Michael J. McCurnin, P.E. (date) Ted Corrigan, P.E. (date) Director of Engineering Services CEO and General Manager

Attachments: none



Agenda Item No.	III-1
Meeting Date: Nove	ember 23, 2021
Chairperson's Signa	ture Yes 🔀 No 🗌

AGENDA ITEM FORM

SUBJECT: Award L. P. Moon Pumping Station - Pump No. 8 Contract

SUMMARY:

- At its October 2021 meeting, the Board of Water Works Trustees authorized staff to solicit bids for the L. P. Moon Pumping Station - Pump No. 8 project. The Public Hearing was established as the date of the November 2021 Board meeting.
- The L. P. Moon Pumping Station consists of a total of six pumps. Each is capable of pumping water from the storage reservoir at a nominal rate of 2,700 gallons per minute. Three of the pumps are dedicated to delivering water to the distribution systems of Clive, West Des Moines, and Waukee. The other three pumps are dedicated to delivering water to the distribution systems of Urbandale and the Xenia Rural Water District.
- The original design of the L. P. Moon Pumping Station was configured to provide for adding a future fourth pump to the Clive, West Des Moines, and Waukee system and for adding a future fourth pump to the Urbandale and the Xenia Rural Water Association system.
- Water demand for the Clive, West Des Moines and Waukee system has increased to the point that demand may not be met if one of the existing three pumps that provide water to that system unexpectedly failed or required repairs.
- Staff believes it would be prudent to install a fourth pump, in the Pump No. 8 position, to serve as a back-up pump for the Clive, West Des Moines, and Waukee system.
- A pre-bid conference for this project was held on November 10, 2021. Representatives from eight contractors and subcontractors met with staff at the project site to review the scope of work and ask questions regarding the project.
- Four bids were submitted and opened on November 16, 2021. Following is the summary of the bids received:

<u>Bidder</u>	<u>Bid</u>
The Waldinger Corporation	\$123,390
C. L. Carroll Co., Inc.	\$149,950
Woodruff Construction, Inc.	\$153,700
Minturn, Inc.	\$166,900

- The engineer's estimate for the L. P. Moon Pumping Station Pump No. 8 Contract is \$170,000. This estimate does not include the costs for Des Moines Water Works provided equipment, which includes the pump, motor, baseplate, pump/motor coupling, pump control valve, and variable frequency drive (VFD).
- The low bid for the L. P. Moon Pumping Station Pump No. 8 Contract was submitted by The Waldinger Corporation from
- The Waldinger Corporation has successfully completed numerous similar piping projects for Des Moines Water Works.
- Staff recommends the Board award a contract to The Waldinger Corporation for the L. P. Moon Pumping Station Pump No. 8 project in the amount of \$123,390.

FISCAL IMPACT:

No fiscal impact. A memorandum of understanding has been executed between DMWW and the staffs from the cities of Clive, West Des Moines, and Waukee to share in the cost of this project.

RECOMMENDED ACTION:

Award the L. P. Moon Pumping Station - Pump No. 8 Contract to The Waldinger Corporation in the amount of \$123,390 and authorize the Chairperson and the CEO and General Manager to execute the contract.

BOARD REQUIRED ACTION:

- Public Hearing Opened by Chairperson for comments from the public regarding the form of contract, plans and specifications, and estimated cost. Chairperson closes hearing.
- Motion for adoption of form of contract, plans and specifications, and estimated cost.
- Analysis of bids received.
- Award the L. P. Moon Pumping Station Pump No. 8 Contract to The Waldinger Corporation in the amount of \$123,390 and authorize the Chairperson and the CEO and General Manager to execute the contract.

Vern Rash, P.E., L.S. Project Manager	/ (/(1/2) (date)	Michael J. McCurnin, P.E. Director of Engineering Services	"/17/21 (date)	Ted Corrigan, P.E. (date) CEO and General Manager
Attachments: None				Y



Agenda Item No.	III-M
Meeting Date: No	vember 23, 2021
Chairperson's Sign	ature Yes No

AGENDA ITEM FORM

SUBJECT: Proposed 2022 Schedules for the Board of Water Works Trustees and Committee Meetings

SUMMARY:
The proposed 2022 schedules for the Board of Water Works Trustees and Committee meetings are attached.
FISCAL IMPACT:
No impact to budget.
RECOMMENDED ACTION:
Adopt the proposed 2022 schedules for the Board of Water Works Trustees and Committee meetings.
BOARD REQUIRED ACTION:
Motion to adopt the proposed 2022 schedules for the Board of Water Works Trustees and Committee meetings.
(date) (date) Ted Corrigan, R.E. (date) CEO and General Manager

Attachments: Proposed 2022 Board Meeting Schedule, Proposed 2022 Committee Meeting Schedule

BOARD OF WATER WORKS TRUSTEES 2022 MEETING SCHEDULE 3:30 P.M.

January 25, 2022

February 22, 2022

March 22, 2022

April 26, 2022

May 24, 2022

June 28, 2022

July 26, 2022

August 23, 2022

September 27, 2022

October 25, 2022

November 22, 2022

December 20, 2022

BOARD OF WATER WORKS TRUSTEES 2022 COMMITTEE MEETING SCHEDULE 3:30 P.M.

Planning Committee	Finance & Audit Committee
(First Tuesday)	(Second Tuesday)
January 4	January 11
February 1	February 8
March 1	March 8
April 5	April 12
May 3	May 10
June 7	June 14
July 5	July 12
August 2	August 9
September 6	September 13
October 4	October 11
November 1	November 8
December 6	December 13



Agenda Item No.	III-N
Meeting Date: Nove	ember 23, 2021
Chairperson's Signa	ture Nes No

AGENDA ITEM FORM

SUBJECT: Receive and File Regionalization Micro Group Outcomes Document

SUMMARY	

In 2017, Des Moines Water Works (DMWW) began a multi-year process discussing the creation of a regional production water utility with partners from across the region, examining ways to increase cooperation, share decision-making, balance risk, and equitably distribute benefits across the region.

DMWW issued a Term Sheet in September 2019 that generated discussion and numerous questions among regional partners. It became clear more detailed discussions were needed to answer all the questions. In July of 2020, representatives for the three Board-managed water utilities of DMWW, Urbandale Water Utility (UWU), and West Des Moines Water Works (WDMWW) formed a "Micro Group" of regional partners to address the outstanding questions in more frequent, small group meetings. The topics discussed by the Micro Group have ranged from financial to operational topics including board governance and composition, operating agreements, asset transfer, growth financing, and other important considerations to forming a regional production utility, and covered the questions assembled by the larger, regional group after the issuance of the September 2019 Term Sheet. In discussing the issues, the Micro Group has been attentive to considering diverse perspectives and interests of all regional partners—from producers to non-producers, fast growing to slow growing communities, etc.

An initial Micro Group Report summarizing discussions was issued April of 2020. That report included a short list of open issues. WDMWW, UWU and DMWW exchanged letters through the summer of 2021 in an attempt to resolve the remaining open issues. In September 2021, the Micro Group met and came to consensus on the remaining open issues. The attached updated Outcomes document, as noted "Revised November 2021" has been updated to reflect these discussions.

The content of the report is not representative of a consensus of the individual or collective utility boards, nor are the conclusions binding on any of the utility boards.

FISCAL IMPACT:	
None.	
RECOMMENDED ACTION:	
Receive and file the Regionalization Micro Group (Outcomes Document.
BOARD REQUIRED ACTION:	
Motion to receive and file the Regionalization Micr	o Group Outcomes Document.
0 1	
Amy Kahler, CPA (date)	(date) Ted Corrigan, P.E. (date)
Chief Financial Officer Attachments: Regionalization Micro Group Outcomes Document	CEO and General Manager

CENTRAL IOWA WATER WORKS

REGIONAL MICRO GROUP

Report Out on Discussions, Outcomes and Considerations

Originally Issued April 2021

Revised November 2021

Ted Corrigan, Des Moines Water Works
Amy Kahler, Des Moines Water Works
Diane Munns, Des Moines Water Works
Sue Huppert, Des Moines Water Works
Dale Acheson, Urbandale Water Utility
John McCune, Urbandale Water Utility
Christina Murphy, West Des Moines Water Works
Jody Smith, West Des Moines Water Works

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HOW THIS DOCUMENT SHOULD BE USED

The concepts outlined in this document are strictly a culmination of the work of the individuals comprising the Micro Group and have not been formally or informally approved by any one of the associated Boards of Trustees. The distribution of this document does not imply support or approval of the concepts by the associated Boards of Trustees. This framework should not be considered an offer or proposal; rather, based on feedback and follow up discussions, it may be used as the basis for a proposal or negotiated 28E/28F agreement which all participating regional agencies, including city councils and the three utility Boards, would review and formally approve before any regional entity would exist. Use of the term "Consensus" within this document refers only to the individuals within the Micro Group as it relates to evaluating a full regionalization option.

The Micro Group hopes the information contained in this document will provide a common understanding of complex regional considerations as studied by the Micro Group and will, in turn, advance the dialogue surrounding regional governance of drinking water production in the Des Moines metro area and hopes decision makers will move the question forward with the sense of urgency necessary to ensure continued adequate supply of safe, affordable drinking water in Central lowa.

BACKGROUND AND INTRODUCTION

Multi-year Process

In 2017, Des Moines Water Works (DMWW) began a multi-year process with partners from across the region, examining ways to increase cooperation, share decision-making, balance risk, and equitably distribute benefits across the region. A range of alternatives, from merging all retail and water production assets under a single entity to sharing costs and decision-making while maintaining separately governed entities, were considered. FCS Group, a national utility consulting firm, was retained by DMWW, Urbandale Water Utility and West Des Moines Water Works (WDMWW) to facilitate a process-- which included data gathering, analysis, and stakeholder workshops—that could serve as a basis for establishing a model for a regional water authority. The technical aspects of forming a regional entity, including board composition, and operating contracts, were identified. FCS Group also completed an in-depth financial analysis of the regional concept compared to the existing water supply model.

Initial FCS Group Model

The initial FCS Group financial analysis, completed in October 2018, showed significant benefit to regionalizing water production in Central Iowa. The FCS recommendations were based on 1) ownership of water production assets, 2) how the costs of adding water production capacity for economic growth could be attributed, and 3) how to calculate charges for water during peak demands. The formation of a new regional water authority was proposed. The proposed authority would purchase all the water production assets in the region. The new authority would raise money from Members, through the issuance of debt, and by implementing rate increases to wholesale customers to buy these assets.

The cost of becoming a Member of the new authority was too high for some, while others would have received significant financial benefits; consequently, there was a lack of consensual support for this regionalization model among the regional partners.

The Shared Governance Option

The DMWW Board considered alternatives to the initial FCS Group model with a continued commitment to three guiding principles developed during early regional discussions.

- 1. Collaborative decision-making focused on conserving and protecting the natural resource of water is in the best interest of the people of the region.
- 2. Drinking water should be produced and made available in a manner that is fair and equitable to every person, business, government entity, and organization in the region.
- 3. Shared risk should result in shared benefits. The wise management and conservation of water is beneficial to the entire region and, over the long-term, will result in lower regional costs.

DMWW recognizes there may be other or additional opinions or perspectives by the suburban communities on why shared governance is important.

In September 2019, the DMWW Board issued an alternative framework to the initial FCS model in the form of a Term Sheet. The Term Sheet was intended to further stimulate discussion of a regional model, and regional discussions were actively resumed.

Micro Group Discussions

The Term Sheet generated healthy discussion and a number of questions among regional partners. It became clear more detailed discussions were needed to answer all the questions. Those discussions began in early 2020 shortly before the outbreak of the COVID-19 pandemic. It quickly became difficult to coordinate the type of large group discussions needed to answer the detailed questions. In July of 2020, representatives for the three Board-managed water utilities determined that, in order to ensure continued progress, the best path forward was to address the outstanding questions in more frequent, small group meetings. These Micro Group meetings have occurred weekly, and sometimes as often as three times a week since late July 2020.

These discussions have covered all the questions assembled by the larger, regional group in February of 2020. In discussing the issues, the Micro Group has been attentive to considering diverse perspectives and interests of all regional partners—from producers to non-producers, fast growing to slow growing communities, etc.

The initial Micro Group Report was issued April of 2020. That report included a short list of open issues. WDMWW, UWU and DMWW exchanged letters through the summer of 2021 in attempt to resolve the remaining open issues. On September 17, 2021, the Micro Group met and came to consensus on the remaining open issues. This Outcomes document, as noted "Revised November 2021" has been updated to reflect those discussions.

REGIONAL CON	NCEPTUAL FRAM	EWORK AS PRE	SENTED BY THE M	IICRO GROUP

CONCEPTUAL FRAMEWORK FOR REGIONALIZATION

The Micro Group discussions have resulted in revised concepts for a discussion framework. The discussion framework contains the following concepts.

- 1. **Creation of Central Iowa Water Works (CIWW).** A new intergovernmental entity, CIWW, will be established under Iowa Code Chapters 28E and 28F to allow regional partners to make efficient use of existing water infrastructure and cooperate, to their mutual advantage, in the management of water as a natural resource. This new entity would also have the responsibility to deliver safe and abundant drinking water to Members of CIWW.
- 2. Participation. All Central Iowa water utility systems would be invited to join CIWW as Founding Agency Members. Total Service Customers of any Member would be deemed to be part of their Member service provider so long as they remain a party to their existing 28E agreement. If a water utility system wishes to join CIWW after the Authority has been established, the terms, including cost, of Membership would be established by the CIWW board. Subsequently admitted Members should expect such terms to include greater initiation and buy-in costs than those established for founding Members.
- 3. **Exclusivity.** CIWW would have the exclusive right to purchase the full output of the Water Production and Supply Facilities of all its Members. All Members would exclusively contract with CIWW for their wholesale water supply.
- 4. **Operational Contracts.** CIWW would contract with Water Producing Members (e.g., DMWW and WDMWW) for the operation of existing water production assets for a minimum of 20 years.
- 5. **Regional Production Governance**. CIWW would have governance of production-related activities only, and Members would retain full governance of all matters related to their individual distribution and storage systems, including setting local water rates.
- 6. **Board Composition**. CIWW would be governed by a Board consisting of one representative from each of the Founding Agencies. Agencies serving an area with a population in excess of 100,000 would be represented by one additional representative.
- 7. **Ownership.** CIWW would purchase, by a date certain, designated Water Production and Supply Facilities from all its Water Producing Members to effectuate asset transfer. Until acting on asset transfer, asset owners would continue to own, maintain, and finance improvements to their respective Water Production and Supply Facilities.
- 8. **Governance and Scope**. The CIWW Board would provide oversight and governance for managing water production and wholesale distribution to its Members, wholesale rate setting, and long-range planning. All financing and management issues related to water production would require approval from the CIWW board.

- 9. **Future Water Production Expansion.** The Micro Group came to a consensus that 9% of expansion costs would be shared by all Member Agencies proportioned based on maximum day demand in recognition of the fact that all Members benefit from source, treatment, and transmission expansion projects through efficiency gains, new technology implementation, and redundancy/resiliency created. The remaining 91% of the cost of expanding water production assets in the region would be shared among the Members of the CIWW proportionally based on each Member's forecasted incremental maximum day demand (i.e., projected future growth).
- 10. **Upfront Capital Contribution.** Upon entering into CIWW, each Member would be required to contribute towards the entity's start-up fund. Each Member would be asked to contribute a proportionate share of the start-up fund based on annual consumption over the preceding 5-year period as a pro-rata share of total consumption. The initial start-up fund is projected to be approximately \$2,000,000 in total, with contributions allocated among the Members.

MEMBERSHIP

All Central lowa water utility systems will be invited to participate either as founding Members on equal terms, or as subsequently admitted Members on terms to be established by the CIWW Board. Subsequently admitted Members should expect such terms to include greater initiation and buy-in costs than those established for founding Members.

Total Service Customers of any Member are deemed to be part of their Member service provider so long as they remain a party to their existing 28E agreement.

The existing Wholesale Water Service Master Agreement ("Master Agreement") among DMWW and its wholesale customers dated June 10, 2005, which makes provision for purchased capacity will terminate among the founding Members as of the Operational Commencement Date of CIWW. The Master Agreement will otherwise remain in full force and effect for other DMWW wholesale customers that are not founding Members, and DMWW shall retain the right to set rates and provide service to those wholesale customers that are not Members of CIWW.

GOVERNANCE AND BOARD COMPOSITION

The initial Term Sheet issued by DMWW in September of 2019 included a Board composition proposal of at least 5 persons and not more than 9 persons. Two seats allocated to DMWW and one seat allocated to other entities over 25,000 in population with one or two additional at large seats.

The Micro Group discussed alternatives to this approach, reaching a Consensus on a proposed CIWW Board consisting of one Board Representative representing each of the Members, with members in excess of 100,000 population (as determined by the last Federal Census) entitled to one total additional representative (for DMWW a total of two representatives).

Each Member Agency retains the right to provide water service under existing Total Service Agreements, and the entity served under such agreements shall, for all purposes of CIWW, be considered part of the Member Agency providing total service and will be represented by that Member Agency's CIWW Board Member(s). Except in instances where a prospective Total Service customer cannot be reasonably directly served by the Regional Authority (i.e., due to geographical proximity), prospective Total Service contracts for any Member will be deemed to be for operation of the prospective community's local water system only, with wholesale water supply provided by the Regional Authority.

Board Representatives shall be appointed by the Member entity being represented. In the case of a member that is a city, the appointment would be made by the mayor of the city, subject to approval of its City Council. In the case of board-governed members, the appointment would be made by resolution of its governing body. Total Service Customers of any Member are deemed to be represented on the CIWW board by the Member so long as they remain a party to their existing 28E.

Board Representatives will serve at the pleasure of their Member Agency.

Each Board Representative will have one (1) vote and, except as provided for optional weighted voting, a majority vote cast by Board Members then duly appointed and acting will decide matters before the Board.

Provided representatives of two (2) or more entities request a weighted vote, the Board will, at their next regularly scheduled meeting, hold a weighted vote on the following actions/items:

- Annual budget or an amendment to an approved annual budget
- Setting wholesale rates
- Adoption or modification of a capital plan or a long-range plan
- Issuance of debt
- Accepting additional governmental entities to the Water Authority
- Employing, engaging, retaining, or terminating the Director of the Authority
- Removal of a Board Member for just cause

On the above weighted vote actions/items, a majority vote of the CIWW Board would decide those matters.

Weighted votes shall be determined based on each Member Agency's annual consumption over the preceding 5-year period as a pro-rata share of total consumption and shall be calculated and adjusted annually. See a draft presentation of weighted voting percentages in **Appendix E**.

The Board will hold regular meetings, suggested to be monthly, and one regular meeting each year will be designated as the Annual Meeting at which officers will be elected.

Board Representatives will elect officers from among their Membership, including Chair, Vice Chair and Secretary. CIWW's first Chair shall not be a representative of Des Moines Water Works.

The Board shall establish committees including:

- 1. Executive Committee
- 2. Long Range Planning and Capital Improvements Committee
- 3. Finance & Audit Committee
- 4. Nominating Committee
- Operating/Technical Committee

Committee Membership and Responsibilities

<u>Executive Committee.</u> An Executive Committee is established for the purposes, among other things, of reviewing and advising on policy issues at the request of the Executive Director and making recommendations to the Executive Director, and of making recommendations to the Board regarding the appointment of the Executive Director and thereafter periodically reviewing the performance of the Director.

The Executive Committee shall be chaired by the Board Chair, and shall be comprised of the current Chair, the most recently presiding Chair prior to the current Chair who remains a current Member of the Board, and for the first three years, a representative of the three Members governed by independent utility boards, unless those Members are already represented on the Committee, and up to one additional Member selected at-large so long as membership of the Executive Committee does not equal or exceed the number constituting a quorum for the full board. After the first three years, the Executive Committee shall be comprised of the current chair, the most recently presiding Chair prior to the current Chair who remains a current Member of the Board, and up to four (4) of the largest Members as measured by annual consumption over the preceding 5-year period as a pro rata share of total consumption, unless those Members are already represented on the Committee. At no time shall the membership of the Executive Committee equal or exceed quorum for the full board.

The Executive Committee shall meet at the call of the Chair or at the request of the Executive Director to fulfill its purposes as set forth herein and such other duties as may be assigned to the Executive Committee by resolution of the Board. The Executive Director of the Regional Authority and the General Manager(s) of Member contract operators shall all be provided advance notice of, and an Agenda for, meetings of the Executive Committee.

Long Range Planning and Capital Improvements Committee. A Long Range Planning and Capital Improvements Committee shall be chaired by a representative elected by the voting Members of the Committee. The Committee shall be comprised of one individual appointed by each Member (not necessarily the representative of the Regional Board) who shall be an individual familiar with the current and long-range drinking water requirements of the entity and with regional assets/infrastructure. Each Member may also appoint an alternate to its representative. The Committee shall include the Executive Director or his/her designee who shall not be a voting Member of the Committee. The Committee shall meet in accordance with a meeting schedule approved by the Committee, at the call of the Chair or at

the direction of the Board, to provide technical advice or recommendation to the Board, including but not limited to: (i) planning for modifications, or additions to, source water and water treatment facilities and timeline(s) for potential construction, and (ii) such other duties requiring technical, or business expertise as may be assigned by Resolution of the Board.

<u>Finance & Audit Committee.</u> A Finance & Audit Committee is hereby established for the purposes, among other things, of reviewing issues/items referred to it by the Board and making recommendations to the Board on, but not limited to, the following: (i) finances, budgets, and budget amendments of the Regional Authority, (ii) audits of Authority finances and Authority records, (iii) rates for sale of potable water, and (iv) such other duties as may be assigned by Resolution of the Board.

Members of the Finance & Audit Committee shall be appointed annually by the Board Chair after the Annual meeting of the Board in January. The Membership of the Committee shall not equal or exceed the number constituting a quorum for the full Board.

The Finance & Audit Committee shall include the Executive Director of the Authority or his/her designee and the contracted third-party financial advisor of the Authority, neither of which will be a voting Member of the Committee.

The Finance & Audit Committee shall meet in accordance with a meeting schedule approved by the Committee, at the call of the Chair or at the direction of the Board.

<u>Nominating Committee</u>. A Nominating Committee, consisting of at least three CIWW Board Members, shall be established for the purpose of selecting and offering nominations for election to each office of the Board at the annual meeting. Members of the Nominating Committee shall be appointed by the Chair at a regular Board meeting held at least three (3) months prior to the annual meeting. The Nominating Committee shall be chaired by a committee Member selected by the other Members of the Nominating Committee.

Operating/Technical Committee. A Technical Committee shall be chaired by a representative elected by the voting Members of the Technical Committee. The Technical Committee shall be comprised of one individual (not necessarily a representative of the Board) appointed by each Member who shall be an individual who is familiar with the Member's local distribution or business operations. Each Member may also appoint an alternate to its representative. The Technical Committee shall include the Executive Director of CIWW or his/her designee who shall not be a voting Member of the Committee. The Technical Committee shall meet in accordance with a meeting schedule approved by the Technical Committee, at the call of its chair or at the direction of the Board, to provide technical advice or recommendations to the Board, including but not limited to:

- 1. Determination of each Member's water consumption, including annual total consumption, maximum day demand, average day demand, average consumption over a specified number of years (e.g., 3 or 5 years), and weighted-average consumption over a specified number of years
- Design flows for all capacity enhancements to be constructed by, or at the request and cost of, CIWW
- 3. Recommendations regarding capacity enhancements or other improvements proposed by one or more Members or proposed Members
- 4. The population served by each Member

5. Such other duties requiring technical, or business expertise as may be assigned by Resolution of the Board

<u>Other Committees</u>. The Board may, by resolution, designate two or more of its representatives to constitute a committee. Such committee shall, if authorized by resolution of the Board, provide advice and recommendations to the Board and/or act pursuant to the authority delegated by the Board resolution. The designation of such committee shall not operate to relieve the Board of any responsibility unless such responsibility is specifically delegated to the committee by Board resolution.

INITIAL CAPITAL CONTRIBUTIONS

Upon entering into CIWW, each Member will contribute towards the entity's start-up fund. Each Member will be asked to contribute a proportionate share of the start-up fund based on their population or demand. A total start-up requirement is yet to be finalized, but based on previous studies, is projected to be approximately \$2,000,000 in total, with contributions allocated among the Members. Assuming allocations are based on annual demand for illustration purposes, estimated contributions by Member are as follows:

Initial Start Up Contributions \$ 2,000,000 (tentative)

	% Allocation*	\$ Allocation
Altoona	4%	\$ 79,339
Ankeny	11%	224,721
Bondurant	1%	18,445
Clive	3%	64,204
DMWW	42%	841,422
Grimes	2%	49,870
Johnston	4%	75,334
Norwalk	2%	38,457
Polk City	1%	21,141
Urbandale	8%	155,383
Warren Water District	3%	57,731
Waukee	3%	66,933
WDMWW	12%	233,649
Xenia	4%	73,371
	100%	\$ 2,000,000

^{*} For illustration purposes, allocation based on 2020 average annual demand

STAFFING AND ADVISORY SERVICE PROVIDERS

The Micro Group discussed the need for CIWW to initially employ or engage an Executive Director who is independent of any of the entities that are Members of the new Regional Authority. The Executive Director could be an individual or a firm. The Executive Director would be selected after the CIWW Board has been seated, but prior to the Operational Commencement Date. Additionally, the Micro Group discussed the need for the Executive Director to facilitate input from a specific committee or ad hoc committee on the recommendation for external financial, legal, and engineering services via a Request for Qualifications (RFQ) or Request for Proposal process (RFP). The financial, legal, and engineering consultants will assist with tasks including accounting, budgeting, rate-setting, planning, and project management and will ensure transparency and objectivity in reviewing allocation of costs, confirming operating agreement stipulations are met, implementing long range planning, etc.

The Board may employ other staff and/or engage other consultants and advisors as it determines to be appropriate and may contract with third parties for all necessary or desirable services such as billing, payroll, board administrative support, etc.

OPERATING CONTRACTS FOR PRODUCERS

The Micro Group discussed the need for CIWW and each Water Producing Member to enter into an operating contract for operation of its respective Water Production and Supply Facility. The Micro Group reached a consensus that the preferred length of the initial Operating Contract is twenty (20) years. This length of contract provides stability and certainty for the employees of the Water Producing Members and allows time for the CIWW agreement to mature before changes are made.

For newly constructed water facilities (not including expansions of currently existing facilities), CIWW may or may not contract with a Water Producing Member and could consider having employees that are directed by the Regional Authority.

ASSET TRANSFER CONSIDERATIONS

The Micro Group discussed the need for each Water Producing Member to grant to CIWW the right to acquire full ownership of their respective Water Production and Supply Facilities within five years after the Operational Commencement Date.

Rather than compensate asset and purchased capacity owners through rate credits over time, an approach contemplated in prior discussions, the Micro Group supports an up-front asset transfer calculation that credits each Water Producing Member with its net book value of assets and each Member Agency for its unamortized book value in DMWW's Core Network. The true-up then determines unused or "reserve" capacity for each Member and assigns a dollar value to each Member Agency's reserve capacity. This calculation also provides for each Member's initial assigned capacity (in MGD) in CIWW. See **Appendix D** for a DRAFT upfront asset transfer calculation. Note this calculation will need to be updated for production-related asset additions or construction-in-progress, and maximum day demands up to the time of transfer; therefore, amounts shown are not final.

Each Water Producing Member shall continue to own, maintain, and operate its respective Water Production and Supply Facilities, until the asset transfer option is exercised by CIWW, and shall have the right and obligation to invest in maintaining such facilities to maintain their current operational capacity. The Regional Authority shall be responsible for planning, decision making, and funding relating to the expansion of, or significant investment to, existing treatment facilities even if prior to the Asset Transfer Date. Such expansion of, or significant investment to, existing facilities prior to the Asset Transfer Date may cause the limited transfer of the affected asset(s) to the Regional Authority.

The Micro Group reviewed general principles that will be used to determine which Water Production and Supply Facilities will be transferred via asset transfer and which will not be included in asset transfer. In general, source water and water treatment facilities necessary to produce drinking water will be included in asset transfer. Regional drinking water transmission, storage and pumping facilities, including aquifer storage and recovery (ASR) facilities, which deliver drinking water to more than one Member will also be included. Storage and pumping facilities that primarily serve Des Moines retail or Total Service customers but will also continue to serve CIWW on a limited basis, will remain DMWW assets; however, a percentage of the O&M costs for these storage facilities equal to an agreed upon percentage of use by CIWW will be billed by DMWW to CIWW on an annual basis. ASR facilities, elevated storage, and booster stations located within a Member's own local water distribution system will not be included in asset transfer (e.g., Ankeny ASRs). Further discussion is needed to understand how the O&M costs of some regional transmission, storage and pumping facilities will be covered.

In instances where real estate is shared use between Water Production and Supply Facilities and non-water supply purposes (e.g., parks, other city functions) or is owned by a separate party altogether, designated source, treatment, transmission, storage and pumping facilities will be transferred and dedicated for the use and benefit of CIWW, but the underlying real estate will remain with the original owner. The owner will grant CIWW an easement. A long-term lease agreement or 28E agreement may need to be executed to satisfy bonding requirements.

See **Appendix A** for a listing of Water Production and Supply Facilities and whether, or to what extent, they are considered for asset transfer.

DEPRECIATION

The Micro Group discussed and affirmed that a standard useful lives and depreciation schedule should be adopted for assets of Water Producing Members of the Regional Authority.

Net book value (that is, original cost minus accumulated depreciation) has been used in the regional financial model to determine joint capital cost components of the rates and is also used in the upfront asset transfer calculation to determine the cash settlement by Member for asset transfer. See **Appendix D**, **Exhibit 2** for a draft upfront asset transfer calculation.

The Micro Group is supportive of adopting DMWW's useful lives schedule used for financial reporting for existing assets of each Water Producing Member. For assets subsequently constructed or acquired by the region, the regional board/staff would assign the appropriate useful life.

INITIAL CAPACITY AND GROWTH-RELATED COSTS

Initial Capacity

The September 2019 Term Sheet issued by DMWW contemplated that each Member that purchased capacity in the DMWW system would receive consideration for its Purchased Capacity in the DMWW system. This consideration is reflected in the upfront asset transfer calculation in **Appendix D**. Because Purchased Capacity owners will be compensated for their capacity in the DMWW system and capacity is effectively "reset," each Member will be assigned an initial capacity based on historic use which would serve as the Agency's baseline demand for future planning purposes.

Growth Related Costs

DMWW's Phase 3 Regional Financial Model allocates growth capital based on the projected increase in Maximum Daily Demand over the next 5-year period. DMWW's September 2019 Term Sheet outlined that funding for regional growth-related improvements would be the responsibility of the communities requiring the growth based on each community's pro rata share of maximum day growth. A counter argument has been made that expansion projects benefit all Members, even those not growing. Examples of benefits to all may include redundancy in facilities and technological advances resulting in operational efficiencies. Under this premise that growth benefits all communities, it has been argued that all Members should share in a portion of expansion projects (commonly referred to as "benefit-pays-for-benefit"). The Micro Group agrees that all Members benefit, to some extent, from growth.

PFM Financial Advisors LLC prepared an analysis that quantifies the financial impact of adjusting the allocation of expansion costs under a regional model. PFM's analysis considered 5 independent cost allocation scenarios representing a "benefit percentage" (i.e., 0%, 5%, 10%, 15% and 20%) and blended these independent benefit scenarios with each community's prorated share of demand (using average day or maximum day). Under the 0% benefit scenario, the analysis assumes that all expansion costs are allocated based only on each community's pro rata share of growth over the next five years. For the 5% scenario, the analysis assumes 5% of expansion project costs are assigned to all Members based on their prorated share of average or maximum day demand, and the remaining 95% of expansion costs are assigned to Members based on their prorated share of growth, and so on for the remaining scenarios.

In comparing the approaches, the relative impact to any Member is approximately one percent (1%) or less for each 5% "benefit" increment. **Appendix C** illustrates the analysis and the incremental changes based on these independent scenarios.

The Micro Group came to a consensus that 9% of expansion costs should be shared by all Member Agencies proportioned based on maximum day demand in recognition of the fact that all Members benefit from source, treatment, and transmission expansion projects through efficiency gains, new technology implementation, and redundancy/resiliency created. The remaining 91% of the cost of expanding water production assets in the region would be shared among the Members of the CIWW proportionally based on each Member's forecasted incremental maximum day demand (i.e., projected future growth).

MAXIMUM DAY/PEAK DEMAND CONSIDERATIONS

Four key elements of maximum day demand and peaking were discussed by the Micro Group:

- 1) **Growth Capital** The capital costs each Member would be responsible for to meet their projected growth in terms of Maximum day (discussed in the previous section "Initial Member Capacity and Growth-Related Costs"), and any reconciliation that would occur if communities exceed their allotted capacity.
 - The Micro Group came to a consensus that 9% of expansion costs should be shared by all Member Agencies proportioned based on maximum day demand in recognition of the fact that all Members benefit from source, treatment, and transmission expansion projects through efficiency gains, new technology implementation, and redundancy/resiliency created. The remaining 91% of the cost of expanding water production assets in the region would be shared among the Members of the CIWW proportionally based on each Member's forecasted incremental maximum day demand (i.e., projected future growth).
- 2) Peaking Surcharge Whether a surcharge or penalty should apply if communities exceed a set maximum peaking factor (e.g., 2.5). The September 2019 Term Sheet issued by DMWW proposed Members exceeding a peak ratio of 2.5 would be subject to a surcharge. In lieu of this approach, Urbandale Water Utility and WDMWW proposed setting a future goal for Members to reach a benchmark and allow the regional board to set an ultimate peaking factor and determine the appropriate penalty when Members exceed this peaking threshold set by the regional board. It was suggested that setting a future goal (as opposed to a surcharge or penalty) would allow higher-peaking communities more time to consider what their strategy will be to achieve the goal.

The Micro Group came to a consensus that initially no surcharge or penalty would apply based on a maximum peaking factor such as 2.5 times average day. It was agreed that peaking is something that should be considered by the regional board going forward in an effort to cost effectively manage available water resources and optimize water infrastructure.

It was noted and agreed upon that the surcharge for peaking should not be confused with any reconciliation payments from communities whose usage exceeds their projected growth.

3) Allocation of Capital Costs—Whether the Regional Authority should allocate capital costs using maximum day units or an allocation between average day and maximum day units. Allocation of costs to maximum day may be appropriate because water systems are designed to meet maximum day demand. On the other hand, an allocation between average day and maximum day units recognizes not all water system assets are sized for maximum day demand (i.e., buildings, vehicle fleet, water source, etc.). Also, source and treatment components are used on a regular basis, not just to meet maximum demand, which supports a more blended approach. It should be noted that DMWW has historically used a blended approach in their cost of service study for capital costs. Either approach is considered consistent with principles outlined in AWWA's M1 manual.

The Micro Group came to a consensus that capital costs should be allocated based on both average day and maximum day.

4) Allocation of Fixed O&M Costs - Whether the Regional Authority should allocate fixed O&M costs to average day units only or an allocation between average day and maximum day units. The Base Extra Capacity cost allocation methodology outlined in AWWA's M1 manual and used currently by DMWW and most other large wholesale water providers assigns O&M costs based on both average day and maximum day demand units. The Micro Group expressed support for following an industry-accepted methodology in assigning costs.

The Micro Group came to a consensus that O&M costs should be allocated based on both average day and maximum day.

Due to the financial implications to Member Agencies related to the elements of maximum day and peaking principles, the Micro Group agrees the framework above should not be subject to significant modification without a 90% vote of the CIWW Board for a period of 10 years subsequent to execution of the 28E/28F.

PRODUCTION COST ALLOCATION METHODOLOGY

The Micro Group reviewed a comparison of WDMWW and DMWW O&M fixed and variable production costs that would be proposed to be borne by the regional utility. Efforts were coordinated between DMWW and WDMWW to ensure the methodologies between the two producer utilities are consistent. The analysis shows that, using consistent methodologies for 2016 and 2020, O&M production costs stated as a cost per thousand gallons are closely aligned between those two utilities, with DMWW's allocated 2020 cost per thousand gallons of \$1.72 being slightly lower than WDMWW's allocated cost of \$1.83.

Final allocation of production costs may warrant further discussion, and allocation of costs for other Water Producing Members will be evaluated. See **Appendix B** for DMWW's Preliminary Breakdown of Cost by Type/Relationship to Regional Entity and WDMWW's Draft Allocation of Costs.

RATE OF RETURN

A rate of return is used generally in rate-making analyses under the utility-basis approach to identify capital costs for a utility.

The FCS Regional Financial model uses a rate of return assumption of 6%. FCS chose this rate of return for modeling because this is the rate of return DMWW has used in recent years for its annual cost of service study.

The Micro Group discussed that there should be a basis for the rate of return used, and studied several options common in the water industry:

1. Benchmark Rate with Margin

One common and simple approach is to use an industry standard benchmark rate, like prime rate or Bond Buyer index, plus a margin. The margin could be a fixed percentage (e.g., prime rate plus 2%) or a multiplier (e.g., prime rate times 1.25).

Definitions:

Prime Rate - The federal funds overnight rate is the basis for the prime rate. The prime rate is the interest rate that commercial banks charge corporate customers with the lowest credit risk, and prime serves as the starting point for most other interest rates.

As of 3/18/2021, the prime rate is 3.25%.

Bond Buyer Index - Created by the Chicago Board of Trade and published by *The Bond Buyer*, the Bond Buyer Index is a daily index of municipal bond prices. There are several versions of this index, such as the prices of 20 or 40 recently issued general obligation and revenue municipal bonds, or recently issued revenue bonds only.

As of 3/18/2021, the revenue bond buyer index was 2.76.

Calculations:

Calculated rate of returns using these benchmarks:

Prime Rate + 2% = 5.25% rate of return Bond Buyer Index + 2% = 4.76% rate of return

It is recommended that if a benchmark is used, a "floor" or minimum rate of return be established, such as 5%.

2. Weighted Average Cost of Capital

More complex in its approach, another commonly used approach is the Weighted Average Cost of Capital. The cost of capital is calculated as a weighted average cost of capital (WACC) that takes into consideration the cost of equity and debt used by the entity as investment capital to finance the water utility assets. The formula is a simple weighted average, stated as:

$$WACC = K_{e}W_{e} + K_{d}W_{d}$$

WACC = weighted average cost of capital

Ke = cost of equity capital expressed as a percentage annual rate of return required

We = the relative amount of equity used in the overall capital structure

Kd = the cost of debt issued and outstanding expressed in an annual percentage rate

Wd = the relative amount of debt used in the overall capital structure

Therefore, to determine the WACC, the capital structure, interest cost on outstanding debts, and opportunity cost of the equity capital must be determined. Calculating the cost of equity is challenging due to the fact that local governments do not serve the investment community and do not provide returns to equity investors the same way that private enterprises would. Where costs of equity are easily determined for private enterprise by studying readily available market data, the equity costs of public utilities must be estimated by proxy. This means cost of equity is derived by comparing it to private utilities that are publicly traded in the markets and making a number of measured adjustments resulting in a reasonable estimate specific to the entity.

It was noted that DMWW's weighted average cost of capital is approximately 8% as shown below:

Component	Raw Cost	% of Capital Structure	Weighted Cost
Cost of Equity	8.4%	93%	7.8%
Cost of Debt	3.2%	7%	0.2%
		Weighted Avg. Cost	8.0%

It should be noted that the calculation above is for DMWW and offered here for illustrative purposes only. While debt is a relatively small percentage of capital structure for DMWW, a regional utility would likely leverage debt to a greater extent. This would increase the weighting of the debt cost in the calculation, and at current market conditions, this would decrease the weighted average cost of capital compared to the 8% shown.

Regardless of the basis chosen, rate of return should be calculated periodically to account for changes in inputs. It should be noted that changing the rate too frequently, however, could result in rate volatility. A balance should be achieved, such as evaluating rate of return every five years with capital needs.

The Micro Group also discussed that it would be appropriate to agree on a fixed rate of return for existing assets since those costs have already been incurred and allow the Regional Authority to determine an appropriate approach and basis for rate of return on newly acquired assets.

LONG RANGE PLANNING

The Micro Group agrees it is important that all Member Agencies commit to revisiting the needs and timing for additional treated water for each Member Agency through a new comprehensive long-range plan where all Member Agencies participate in such planning and decision making of infrastructure needed to adequately serve customers of all Member Agencies within one year of the execution of the 28E/28F. CIWW will contract for, and adopt, a comprehensive, regional Long Range Plan which will guide regional investment in source, treatment, transmission, storage, and pumping facilities to meet drinking water needs of the Members over a planning horizon of not less than ten (10) years.

The Long Range Plan shall consider all factors relevant to the mission of CIWW, including: expected growth in water requirements of the Members; source water availability and quality; long range trends affecting source water supplies and allocations, including impacts of climate change, water treatment capacities and requirements, and the sufficiency of quantity to meet demands at reasonable cost; and all other matters as needed to assure the safety of drinking water supplies.

The Long Range Plan shall be updated on a regular basis as determined by the CIWW Board.

Each Member shall participate in, and support, the process of preparing and updating the Long Range Plan by making its data and information available to CIWW and to its consultants and contractors. Each Member shall supply its best estimates of its future water requirements and demand in support of CIWW's planning efforts within a reasonable time after requests.

In 2017, DMWW contracted for completion of the DMWW Long Range Plan (2017 LRP). The 2017 LRP used population, water use, and production statistics from all regional entities to project the necessary source, treatment, transmission, storage, and pumping needs for the Des Moines metropolitan region through the year 2040. In 2021, DMWW contracted for an update to the 2017 LRP considering five additional years of project and demand data. Other Water Producing Members have completed similar Long Range Plans and Needs Assessments. Initially, these Long Range Plans and Needs Assessments will guide capital investment by the Water Producing Members.

The Regional Authority will maintain a sufficient reserve capacity (e.g., 10% of total capacity).

WATER SHORTAGE PLANNING

The group discussed the need for CIWW to adopt a universal water shortage plan in the case of drought, mechanical failure, or other adversity that would jeopardize water production in the region. In 2013, DMWW developed and approved a water shortage plan, which was presented and supported by Central lowa Regional Drinking Water Commission (CIRDWC). Since 2013, with little variance, wholesale customers have adopted and implemented the plan.

STANDARD OF CARE

The group discussed that CIWW should establish standards of care provisions, which should be part of the 28E forming CIWW. Standards of care related to adequate planning, meeting drinking water standards, complying with water supply operations obligations, and other factors will be considered. The Micro Group agrees Member Agencies must commit to supporting and adequately and timely funding recommendations identified in a needs assessment or facility plan conducted by a qualified licensed professional engineer. Such needs assessment shall identify and address infrastructure improvements necessary to maintain the reliability of shared water production to meet all federal and state drinking water requirements and standards.

Members will be expected to make their best efforts to meet these standards of care laid out in the 28E agreement.

CIWW 28E AGREEMENT

The outcomes described in this Micro Group Report will be used to inform the development of the CENTRAL IOWA WATER WORKS 28E/28F AGREEMENT. The 28E/28F agreement will serve as the offer for participation in Regional Governance of water production in the Des Moines metro area and will further detail the structure and operation of the proposed regional entity.

Subsequent amendments to the 28E/28F will be subject to a significantly higher weighted vote (e.g., 75% or higher) of the CIWW Board.

SUMMARY OF OPEN ISSUES AS OF ORIGINAL PUBLICATION IN APRIL 2021

The following is a summary of issues for which the Micro Group had not reached consensus when the Outcomes Report was originally published in April of 2021. Consensus was reached among the Micro Group members on each of these issues in November of 2021 as outlined below and as noted throughout this revised document. This page is intended only to provide historical context.

Summary of Open Issues as of April 2021, with subsequent November revisions noted:

- 1. How weighted voting will be determined (for example, based on population or a consumption-based measurement such as total annual consumption or maximum day demand).
 - The Micro Group came to a consensus that weighted votes would be weighted based on each Member Agency's annual consumption over the preceding 5-year period as a pro-rata share of total consumption and shall be calculated and adjusted annually. See a draft presentation of weighted voting percentages in **Appendix E**. (November 2021)
- 2. What percentage of expansion costs, if any, are considered to benefit all Members and should therefore be based on average or maximum day demand, rather than growth projections.
 - The Micro Group came to a consensus that 9% of expansion costs should be shared by all Member Agencies proportioned based on maximum day demand in recognition of the fact that all Members benefit from source, treatment, and transmission projects through efficiency gains, new technology implementation, and redundancy/resiliency created. The remaining 91% of the cost of expanding water production assets in the region would be shared among the Members of the CIWW proportionally based on each Member's forecasted incremental maximum day demand (i.e., projected future growth). (November 2021)
- 3. Whether or when a surcharge or penalty should apply if communities exceed a set maximum peaking factor (e.g., 2.5).
 - The Micro Group came to a consensus that initially no surcharge or penalty would apply based on a maximum peaking factor such as 2.5 times average day. It was agreed that peaking is something that should be considered by the regional board in an effort to cost effectively manage available water resources and optimize infrastructure. (November 2021)
- 4. Whether the Regional Authority should allocate capital costs to maximum day units only or an allocation between average day and maximum day units.
 - The Micro Group came to a consensus that capital costs should be allocated based on both average day and maximum day. (November 2021)
- 5. How assets will be valued for transfer and how Member Agencies and purchased capacity owners in DMWW's Core Network will be compensated for their assets transferred to CIWW.

Rather than compensate asset and purchased capacity owners through rate credits over time, an approach contemplated in prior discussions, the Micro Group supports an up-front asset transfer calculation that credits each Water Producing Member with its net book value of assets and credits each Member Agency for its unamortized book value in DMWW's Core Network. The true-up then determines unused or "reserve" capacity for each Member and assigns a dollar value to each Member Agency's reserve capacity. This calculation also provides for each Member's initial assigned capacity (in MGD) in CIWW. See **Appendix D** for a DRAFT upfront asset transfer calculation. Note this calculation will need to be updated for production-related asset additions or construction-in-progress, and maximum day demands up to the time of transfer; therefore, amounts shown are not final.

APPENDIX A

LISTING OF WATER PRODUCTION AND SUPPLY FACILITIES

Function*	Facility Name / Asset Description	Owner	Comments
MTR	Wholesale Meters	DMWW	
SOS	Fleur Infiltration Gallery	DMWW	Easement***
SOS	Raccoon River Intake	DMWW	Easement***
SOS	Des Moines River Intake	DMWW	Easement***
SOS	Saylorville Lake Storage Contract	DMWW	Assignment**
sos	Maffitt Raw Water - Collector Wells	DMWW	Easement***
SOS	Maffitt Reservoir	DMWW	Easement***
SOS	Chain of Lakes	DMWW	Easement***
OS	Saylorville Raw Water - Collector Wells	DMWW	Easement***
SOS	AC Ward Jordan Aquifer Wells	WDMWW	Easement***
sos	AC Ward Alluvial Aquifer Wells	WDMWW	Easement***
sos	Altoona Jordan Aquifer Wells	Altoona	
OS	Polk City Alluvial Aquifer Wells	Polk City	
SOS	Urbandale Raw Water Quarries	Urbandale	Easement***
SOS	AC Ward Wells and Equipment	WDMWW	Easement***
STO	Army Post Road ASR Well	DMWW	Existing agreement
STO	LP Moon ASR Well	DMWW	
STO	McMullen ASR Well	DMWW	
STO	Ankeny ASR Wells	Ankeny	Excluded
STO	Waukee ASR Well	Waukee	Excluded
STO	98th Street Tower	WDMWW	Existing agreement
STO	Joint East Side Tower	DMWW	Existing agreement
STO	Tenny Standpipe	DMWW	
STO	Wilchinski Standpipes	DMWW	Exclude****
BPS	LP Moon Booster & Storage	DMWW	
BPS	Polk Co. Booster & Storage	DMWW	
BPS	Nollen Booster & Standpipe	DMWW	Excluded****
BPS	Hazen Booster & Storage	DMWW	Excluded****
BPS	Joint SW Booster Station	DMWW	
BPS	Polk City Booster Station	DMWW	
BPS	Urbandale Booster Station	Urbandale	Excluded
BPS	Waukee Booster Station	Waukee	Excluded
BPS	Norwalk Booster Station	Norwalk	Excluded
BPS	Airport Booster Station	DMWW	Excluded
TMT	Fleur WTP	DMWW	Easement***
TMT	Fleur Laboratory	DMWW	Process Analysis Only
TMT	McMullen WTP	DMWW	Easement***

TMT	Saylorville WTP	DMWW	
TMT	AC Ward WTP	WDMWW	Easement***
TMT	Altoona WTP	Altoona	Easement***
TMT	Polk City WTP	Polk City	Easement***
TRN	Core Network Transmission Mains (706,450 LF)****	DMWW	

^{*}MTR = Meters; BPS = Booster/Pumping Station; SOS = Sources of Supply; STO = Storage; TMT = Treatment Facilities; TRN= Transmission Lines

^{**}It is not clear that DMWWs rights to water storage in Saylorville Reservoir are transferable.

^{***}Facilities transferred for the use and benefit of the Regional Authority but Real Estate to remain with the original owner in cases where facilities are on land that is either owned by a separate party altogether or dedicated to a non-utility purpose (e.g., parks, other city functions).

^{****} Storage and pumping facilities that primarily serve Des Moines retail or DMWW total service customers would remain DMWW assets but a percentage of the O&M costs for these storage facilities equal to an agreed upon percentage of use by the Regional Authority, would be billed by DMWW to the Regional Authority on an annual basis.

APPENDIX B

BREAKDOWN OF PRELIMINARY DMWW COST BY COST TYPE/RELATIONSHIP TO REGIONAL ENTITY

Related to Region	Cost Breakdown	Breakdown Type	% related to Region
Yes	ASR Maintenance	100% Region	100.00%
	DMWW Park (excluding venues)	100% Region	100.00%
	Engineering - WP	100% Region	100.00%
	Storage/Booster Maintenance	100% Region	100.00%
	WP - Administration	100% Region	100.00%
	WP - Chemicals	100% Region	100.00%
	WP - Energy	100% Region	100.00%
	WP - Laboratory & Research	100% Region	100.00%
	WP - Lime Residuals	100% Region	100.00%
	WP - Source of Supply	100% Region	100.00%
	WP - Treatment Maintenance	100% Region	100.00%
Allocated	Corporate Insurance - Property	Assets	93.10%
	Corporate Insurance - Work Comp	Employees	48.57%
	Customer Service-Related Expenses	Accounts	0.06%
	Engineering Related Expenses	Capital Exposure	52.02%
	Facility Maintenance	Buildings	83.33%
	Finance Related Expenses	Consumption	51.36%
	Fleet Maintenance	Vehicle	31.00%
	HR Related Expenses	Employees	48.57%
	Information Technology Related Exp	Consumption	51.36%
	OCEO Related Expenses	Consumption	51.36%
	Security/EOC Related Expenses	Consumption	51.36%
	WD - Operations	Water Mains	30.18%
No	Botanical Center	No Allocation	0.00%
	Corporate Insurance - General Liability	No Allocation	0.00%
	Direct Customer Service	No Allocation	0.00%
	Engineering - Direct	No Allocation	0.00%
	WD - Direct Maintenance	No Allocation	0.00%
	WD - Hydrant Operations	No Allocation	0.00%

DRAFT Allocation of Costs – West Des Moines Water Works

Using FY 2019 as model 10-30-20

Labor

Administration

General Manager - 50%

Customer Service and Finance

Finance Manager – 25%

Accountant -30%

Secretary - 25%

Business Relations Manager – 5% (remaining is included in costs for basic service charge)

IT Director - 25%

Engineering

Engineering Manager – Project dependent (~10-15%)

Engineer – Project dependent (~10-15%)

Water Production

Water Production Manager – 70%

Water Production Supervisor – 90%

Plant Operator -80%

Maintenance Technician -80%

Plant Utility Worker -80%

Press Operator - 90%

Plant Secretary - 40%

 $\label{lem:customer} \textbf{Customer Service Representatives, Meter Technician, Distribution Specialists, Distribution Supervisor, \\ \textbf{Distribution Manager-0\%}$

Other Costs

Water Treatment Plant Operation and Maintenance

Payroll and Employee Benefits

Salaries and Wages - Proportioned using numbers above

Overtime – proportioned using numbers above

Water Works' Share - FICA- proportioned using numbers above

Water Works' Share - IPERS moved to Pension Expense in 2015— proportioned using numbers above

Accrued Sick Leave Expense – proportioned using numbers above

"Water Works' Share Deferred Compensation"— proportioned using numbers above

Group Health and Life Insurance-proportioned using numbers above

Allowances – proportioned using numbers above

Mileage – 100% regional (very minor here)

Commodities and Services

Consulting Fees – IDNR/Water quality testing – 100% regional cost IDNR and Water Quality Testing"

Consulting Fees – Safety - – 100% regional cost (these costs are divided among our divisions)

Data Processing - Maintenance and Consulting Fees - proportioned using numbers above

IDNR Operation Permit – 100% regional cost

Property and Other Insurance – *Treatment Plant and Source Water Portions*Only (confirming this is currently split out)

Maintenance -Buildings and Structures - – 100% regional cost (pump stations and towers maintenance are billed in distribution)

Maintenance - Equipment - 100% regional cost

Maintenance-Generators – 100% regional cost

Maintenance-Vehicles - Proportioned using numbers above

Communication - Proportioned using numbers above

Continuing Education and Travel -- Proportioned using numbers above

Electricity – Not currently split, could sub meter or subtract out percentage for distribution, engineering, and admin (needs more evaluation)

Natural Gas - Not currently split, could sub meter or subtract out percentage for distribution, engineering, and admin (needs more evaluation)

Stormwater Fees-City of WDM – Now \$0 unless they won't honor the agreement with regionalization

Depreciation – 100% regional cost

Maintenance – Grounds – current all ground maintenance goes here but serves same complex as distribution and administration, could calculate percentage on square feet.

Purchased Water - (Elm Street, 88th & University, Westside O&M, 92 & University, 88th Street, Maffitt Lake Dr., Alluvion, Osmium) - 100% WDMWW cost

Purchased Water - Westside O & M - - 100% WDMWW cost

Purchased Water - Grand & Glen Oaks -- 100% WDMWW cost

Minor Equipment - Proportioned using numbers above

Miscellaneous Commodities - Proportioned using numbers above

Vehicles and Equipment - Fuel - Proportioned using numbers above

Water Treatment Chemicals and Laboratory Supplies

Lime Residuals Removal (Lagoons) – 100% regional cost

Lime Residuals Hauling (Press) – 100% regional cost

Lime– 100% regional cost

Soda Ash– 100% regional cost

Coagulant – 100% regional cost

Carbon Dioxide- 100% regional cost

Salt– 100% regional cost

Hypo-Chlorite- 100% regional cost

Other Chemicals— 100% regional cost

Laboratory Supplies – 100% regional cost

Engineering

%time on projects for region

I.e. 10% of Engineering Project Manager

10% of Salary and benefits + some fixed overhead cost per employee?

Finance

50% Salary and benefits Finance Manager + some fixed overhead cost per employee

50% Salary and benefits Accountant + Some fixed overhead cost per employee

5% Salary and benefits Business Relations Manager + some fixed overhead cost per employee

25% Salary and benefits Secretary + Some fixed overhead cost per employee

25% Salary and benefits IT Director + Some fixed overhead cost per employee

Administration

Salaries and Trustees - Remove trustees' stipend and use percentage above for GM comp

Employee Fitness Incentive Program – proportioned using numbers above

Water Works' Share - FICA- proportioned using numbers above

Accrued Sick Leave Expense-proportioned using numbers above

Other Post-Employment Benefits Expense-proportioned using numbers above

GASB 68 Pension Expense- excess over IPERS employer contributions proportioned using numbers above

Water Works' Share -Deferred Compensation— proportioned using numbers above

Group Health and Life Insurance—proportioned using numbers above

Allowances—proportioned using numbers above

Mileage-proportioned using numbers above

Employee Recognition Program – proportioned using numbers above

Commodities and Services

Economic Development Contribution

Advertising and Legal Publications – mostly related to board actions. Some proportion

Consulting Fees – project specific, could be 100%, could be 0%, could be

proportional to the numbers above

Engineering, Accounting and Legal

Consulting Fees -Data Processing – proportioned using numbers above

Dues and Memberships – proportioned using numbers above

Postage and Shipping – proportioned using numbers above

Maintenance – Building – proportioned using numbers above

Communication -- proportioned using numbers above

Continuing Education and Travel – proportioned using numbers above

Electricity – proportioned using numbers above

Natural Gas – proportioned using numbers above

Maintenance – Grounds – proportioned using numbers above

Miscellaneous Commodities – proportioned using numbers above

Vehicles and Equipment - Fuel -\$0

Office Supplies – proportioned using numbers above

Raccoon River Reimbursement to City of WDM - 100% WDMWW

APPENDIX C

Growth Pays for Growth vs. Benefit Pays for Benefit

Exhibit 1: Allocation Assumptions Consistent with Phase 3 Regional Projection Model Prepared by FCS Group updated in Fall 2019

2020 Growth	n Needs (5	years)
	2020	% Allocation
Des Moines	0.821	7.114%
Berwick	0.013	0.116%
Bondurant	0.580	5.027%
Clive	0.250	2.167%
Cumming	0.040	0.346%
Johnston	0.690	5.981%
Norwalk	0.400	3.467%
Pleasant Hill	0.110	0.954%
Polk County	0.178	1.546%
Runnells	0.012	0.102%
Warren County	-	0.000%
Warren Rural	0.188	1.628%
Windsor Heights	0.004	0.035%
Xenia	0.786	6.814%
Altoona	0.840	7.279%
Ankeny	2.100	18.204%
Grimes	0.870	7.541%
Polk City	0.147	1.274%
Urbandale	1.167	10.118%
Waukee	0.680	5.891%
WDMWW	1.661	14.397%
Total	11.537	100.000%
Total Service	0.357	3.098%
Des Moines (with)	1.178	10.212%

Average Dai	ly Demand	(ADD)
	2020	% Allocation
Des Moines	21.60	34.729%
Berwick	0.07	0.119%
Bondurant	0.72	1.158%
Clive	1.80	2.894%
Cumming	0.07	0.115%
Johnston	2.84	4.560%
Norwalk	1.00	1.608%
Pleasant Hill	1.47	2.369%
Polk County	1.46	2.344%
Runnells	0.07	0.105%
Warren County	0.02	0.039%
Warren Rural	1.75	2.814%
Windsor Heights	0.45	0.716%
Xenia	1.59	2.564%
Altoona	2.30	3.701%
Ankeny	7.02	11.288%
Grimes	1.85	2.975%
Polk City	0.60	0.965%
Urbandale	4.63	7.452%
Waukee	2.25	3.621%
WDMWW	8.62	13.865%
Total	62.19	100.000%
Total Service	3.61	5.807%
Des Moines (with)	25.21	40.536%

Max Day Demand (MDD)						
	2020	% Allocation				
Des Moines	43.20	33.439%				
Berwick	0.13	0.103%				
Bondurant	1.44	1.115%				
Clive	4.50	3.484%				
Cumming	0.13	0.099%				
Johnston	7.09	5.489%				
Norwalk	1.90	1.471%				
Pleasant Hill	2.45	1.893%				
Polk County	2.62	2.032%				
Runnells	0.12	0.091%				
Warren County	0.04	0.033%				
Warren Rural	3.52	2.726%				
Windsor Heights	0.89	0.689%				
Xenia	2.87	2.222%				
Altoona	4.20	3.250%				
Ankeny	13.93	10.786%				
Grimes	3.14	2.431%				
Polk City	1.26	0.975%				
Urbandale	11.22	8.682%				
Waukee	5.63	4.359%				
WDMWW	18.90	14.631%				
Total	129.18	100.000%				
Total Service	6.38	4.940%				
Des Moines (with)	49.58	38.379%				

Exhibit 2: Allocations % Considered for Discussion

			insion Allocati				Change	to Allocatio	n vs 100%	Growth
	(% of Average Day Demand Included)						Onlange	to Allocatio	11 43 100 /0	Olowill
	0%	5%	10%	15%	20%		5%	10%	15%	20%
Des Moines	7.114%	8.495%	9.876%	11.256%	12.637%	Des Moines	1.381%	2.762%	4.142%	5.523%
Berwick	0.116%	0.116%	0.116%	0.116%	0.117%	Berwick	0.000%	0.000%	0.000%	0.001%
Bondurant	5.027%	4.834%	4.640%	4.447%	4.253%	Bondurant	-0.193%	-0.387%	-0.580%	-0.774%
Clive	2.167%	2.203%	2.240%	2.276%	2.312%	Clive	0.036%	0.073%	0.109%	0.145%
Cumming	0.346%	0.334%	0.323%	0.311%	0.300%	Cumming	-0.012%	-0.023%	-0.035%	-0.046%
Johnston	5.981%	5.910%	5.839%	5.768%	5.697%	Johnston	-0.071%	-0.142%	-0.213%	-0.284%
Norwalk	3.467%	3.374%	3.281%	3.188%	3.095%	Norwalk	-0.093%	-0.186%	-0.279%	-0.372%
Pleasant Hill	0.954%	1.025%	1.096%	1.166%	1.237%	Pleasant Hill	0.071%	0.142%	0.212%	0.283%
Polk County	1.546%	1.586%	1.626%	1.666%	1.706%	Polk County	0.040%	0.080%	0.120%	0.160%
Runnells	0.102%	0.102%	0.102%	0.102%	0.103%	Runnells	0.000%	0.000%	0.000%	0.001%
Warren County	0.000%	0.002%	0.004%	0.006%	0.008%	Warren County	0.002%	0.004%	0.006%	0.008%
Warren Rural	1.628%	1.687%	1.747%	1.806%	1.865%	Warren Rural	0.059%	0.119%	0.178%	0.237%
Windsor Heights	0.035%	0.069%	0.103%	0.137%	0.171%	Windsor Heights	0.034%	0.068%	0.102%	0.136%
Xenia	6.814%	6.602%	6.389%	6.177%	5.964%	Xenia	-0.212%	-0.425%	-0.637%	-0.850%
Altoona	7.279%	7.100%	6.921%	6.742%	6.563%	Altoona	-0.179%	-0.358%	-0.537%	-0.716%
Ankeny	18.203%	17.856%	17.511%	17.166%	16.819%	Ankeny	-0.347%	-0.692%	-1.037%	-1.384%
Grimes	7.541%	7.313%	7.084%	6.856%	6.628%	Grimes	-0.228%	-0.457%	-0.685%	-0.913%
Polk City	1.274%	1.259%	1.243%	1.228%	1.212%	Polk City	-0.015%	-0.031%	-0.046%	-0.062%
Urbandale	10.118%	9.985%	9.851%	9.718%	9.585%	Urbandale	-0.133%	-0.267%	-0.400%	-0.533%
Waukee	5.891%	5.778%	5.664%	5.551%	5.437%	Waukee	-0.113%	-0.227%	-0.340%	-0.454%
WDMWW	14.397%	14.370%	14.344%	14.317%	14.291%	WDMWW	-0.027%	-0.053%	-0.080%	-0.106%
Total	100.000%	100.000%	100.000%	100.000%	100.000%	Total	0.000%	0.000%	0.000%	0.000%
Total Service	3.099%	3.234%	3.370%	3.504%	3.642%	Total Service	0.135%	0.271%	0.405%	0.543%
Des Moines (with)	10.213%	11.729%	13.246%	14.760%	16.279%	Des Moines (with)	1.516%	3.033%	4.547%	6.066%

	Change to Allocation vs 100% Growth					
	5%	10%	15%	20%		
Des Moines	1.381%	2.762%	4.142%	5.523%		
Berwick	0.000%	0.000%	0.000%	0.001%		
Bondurant	-0.193%	-0.387%	-0.580%	-0.774%		
Clive	0.036%	0.073%	0.109%	0.145%		
Cumming	-0.012%	-0.023%	-0.035%	-0.046%		
Johnston	-0.071%	-0.142%	-0.213%	-0.284%		
Norwalk	-0.093%	-0.186%	-0.279%	-0.372%		
Pleasant Hill	0.071%	0.142%	0.212%	0.283%		
Polk County	0.040%	0.080%	0.120%	0.160%		
Runnells	0.000%	0.000%	0.000%	0.001%		
Warren County	0.002%	0.004%	0.006%	0.008%		
Warren Rural	0.059%	0.119%	0.178%	0.237%		
Windsor Heights	0.034%	0.068%	0.102%	0.136%		
Xenia	-0.212%	-0.425%	-0.637%	-0.850%		
Altoona	-0.179%	-0.358%	-0.537%	-0.716%		
Ankeny	-0.347%	-0.692%	-1.037%	-1.384%		
Grimes	-0.228%	-0.457%	-0.685%	-0.913%		
Polk City	-0.015%	-0.031%	-0.046%	-0.062%		
Urbandale	-0.133%	-0.267%	-0.400%	-0.533%		
Waukee	-0.113%	-0.227%	-0.340%	-0.454%		
WDMWW	-0.027%	-0.053%	-0.080%	-0.106%		
Total	0.000%	0.000%	0.000%	0.000%		
Total Service	0.135%	0.271%	0.405%	0.543%		
D M-i (th)	4.5400/	2.0220/	4 5 4 7 0/	0.0000		

Growth Pays for Growth vs. Benefit Pays for Benefit

Exhibit 3: Financing Assumptions for \$191 Million of Project Costs

Example Water Revenue Bonds, Series 2021

SOURCES & USES] .	DEBT SER	VICE S
SOURCES					
Par Amount of Bonds		208,885,000.00		Date	Pri
Accrued Interest		208,885,000.00			
Other Monies		0.00		12/1/2021	
Other Monies		0.00	1	6/1/2022	7,6
Total Sources		208,885,000.00	1 .	12/1/2022	
Total Godices		200,000,000.00	2	6/1/2023	
			٦	12/1/2023	
USES			3	6/1/2024	
0323			ľ	12/1/2024	
Deposit to Construction	n Account	191,000,000.00	4	6/1/2025	
Deposit to Reserve A		15,372,200.00		12/1/2025	
Capitalized Interest A		0.00		6/1/2026	
Municipal Bond Insura		0.00	-	12/1/2026	
Underwriters' Discoun		2,088,850.00		6/1/2027	8.5
Costs of Issuance	it (\$ 10.00 pc. bolla)	420,000.00		12/1/2027	
Accrued Interest		0.00		6/1/2028	
Rounding Amount		3,950.00	_	12/1/2028	
rtouriumg/imous			8	6/1/2029	
Total Uses		208,885,000.00	_	12/1/2029	
		200,000,000.00	9	6/1/2030	
			ľ	12/1/2030	
ASSUMPTIONS			10	6/1/2031	9.9
			١.٠	12/1/2031	
Dated Date		6/1/2021	11	6/1/2032	10.3
Delivery Date		6/1/2021		12/1/2032	
First Interest Date		12/1/2021		6/1/2033	10.8
First Principal Date		6/1/2022		12/1/2033	
Last Principal Date		6/1/2041	13	6/1/2034	11,2
				12/1/2034	
			14	6/1/2035	11.6
			l	12/1/2035	
			15	6/1/2036	12,1
				12/1/2036	
Arbitrage Yield	4.00000%		16	6/1/2037	12,6
TIC	4.11293%			12/1/2037	
AIC	4.13583%		17	6/1/2038	13,1
Average Life	11.79	Years		12/1/2038	
			18	6/1/2039	13,6
				12/1/2039	
			19	6/1/2040	
				12/1/2040	
Average Debt Service \$6,609,199	Project Proceeds \$108.870.000	Allocation 43% Core	20	6/1/2041	14,7
\$8,761,031	\$82,130,000	57% Expansion			208.8
\$15,370,230	\$191,000,000				200,0
¥10,010,200	\$101,000,000	19975 1988		Scale:	Reven

Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
2/1/2021			4,177,700	4,177,700	
6/1/2022	7.015.000	4.000%	4.177,700	11,192,700	15,370,40
2/1/2022	1,010,000	1.00070	4,037,400	4.037.400	10,010,10
6/1/2023	7.295,000	4.000%	4,037,400	11,332,400	15,369,80
2/1/2023	1,200,000	1.00070	3.891.500	3.891,500	10,000,00
6/1/2024	7.585.000	4.000%	3,891,500	11,476,500	15,368,00
2/1/2024	,,000,000	1.00070	3.739,800	3.739.800	10,000,00
6/1/2025	7.890.000	4.000%	3.739,800	11,629,800	15,389,60
2/1/2025	1,000,000	1.00070	3.582,000	3.582,000	10,000,00
6/1/2026	8,205,000	4.000%	3.582,000	11,787,000	15.389.00
2/1/2026	0,200,000		3,417,900	3,417,900	10,000,00
6/1/2027	8.535.000	4.000%	3.417.900	11.952.900	15,370,80
2/1/2027	0,000,000		3,247,200	3,247,200	.0,0.0,0
6/1/2028	8,875,000	4.000%	3,247,200	12,122,200	15,389,40
2/1/2028	-,		3,069,700	3,069,700	
6/1/2029	9,230,000	4.000%	3,069,700	12,299,700	15,369,40
2/1/2029			2,885,100	2,885,100	
6/1/2030	9.600,000	4.000%	2,885,100	12,485,100	15,370,20
2/1/2030			2,693,100	2,693,100	
6/1/2031	9,985,000	4.000%	2,693,100	12,678,100	15,371,20
2/1/2031			2,493,400	2,493,400	
6/1/2032	10,385,000	4.000%	2,493,400	12,878,400	15,371,80
2/1/2032			2,285,700	2,285,700	
6/1/2033	10,800,000	4.000%	2,285,700	13,085,700	15,371,40
2/1/2033			2,069,700	2,069,700	
6/1/2034	11,230,000	4.000%	2,069,700	13,299,700	15,369,40
2/1/2034			1,845,100	1,845,100	
6/1/2035	11,680,000	4.000%	1,845,100	13,525,100	15,370,20
2/1/2035			1,611,500	1,611,500	
6/1/2036	12,145,000	4.000%	1,611,500	13,756,500	15,368,00
2/1/2036			1,368,600	1,368,600	
6/1/2037	12,635,000	4.000%	1,368,600	14,003,600	15,372,20
2/1/2037			1,115,900	1,115,900	
6/1/2038	13,140,000	4.000%	1,115,900	14,255,900	15,371,80
2/1/2038			853,100	853,100	
6/1/2039	13,665,000	4.000%	853,100	14,518,100	15,371,20
2/1/2039			579,800	579,800	
6/1/2040	14,210,000	4.000%	579,800	14,789,800	15,369,60
2/1/2040			295,600	295,600	
6/1/2041	14,780,000	4.000%	295,600	15,075,600	15,371,20
	208,885,000		98,519,600	307,404,600	307,404,600

Growth Pays for Growth vs. Benefit Pays for Benefit

Exhibit 4 - Annual Cost Allocation

1	_	١.		
	3	Ę	b	r
1	F	١,		

Des Moines Berwick Bondurant Clive Cumming Johnston	0% \$623,260 \$10,163 \$440,417 \$189,852 \$30,313 \$523,997	% of Average E 5% \$744,250 \$10,163 \$423,508 \$193,006 \$29,262	ion Allocation 2 Demand In 10% \$865,239 \$10,163 \$406,512 \$196,247	15% \$986,142 \$10,163 \$389,603	20% \$1,107,132 \$10,250	Des Moines Berwick	5% \$120,990 \$0	10% \$241,980 \$0	15% \$362,882	20% \$483,872
Berwick Bondurant Clive Cumming	\$623,260 \$10,163 \$440,417 \$189,852 \$30,313	\$744,250 \$10,163 \$423,508 \$193,006	\$865,239 \$10,163 \$406,512	\$986,142 \$10,163	\$1,107,132 \$10,250		\$120,990	\$241,980	\$362,882	
Berwick Bondurant Clive Cumming	\$10,163 \$440,417 \$189,852 \$30,313	\$10,163 \$423,508 \$193,006	\$10,163 \$406,512	\$10,163	\$10,250					\$483,872
Bondurant Clive Cumming	\$440,417 \$189,852 \$30,313	\$423,508 \$193,006	\$406,512			Renvick	en.	ΩP		
Clive Cumming	\$189,852 \$30,313	\$193,006		\$389,603		DEIWICK			\$0	\$88
Cumming	\$30,313		\$196,247		\$372,607	Bondurant	-\$16,909	-\$33,905	-\$50,814	-\$67,810
		\$29,262		\$199,401	\$202,555	Clive	\$3,154	\$6,396	\$9,550	\$12,703
Johnston	\$523,997		\$28,298	\$27,247	\$26,283	Cumming	-\$1,051	-\$2,015	-\$3,066	-\$4,030
00111101011		\$517,777	\$511,557	\$505,336	\$499,116	Johnston	-\$6,220	-\$12,441	-\$18,661	-\$24,881
Norwalk	\$303,745	\$295,597	\$287,449	\$279,302	\$271,154	Norwalk	-\$8,148	-\$16,296	-\$24,443	-\$32,591
Pleasant Hill	\$83,580	\$89,801	\$96,021	\$102,154	\$108,374	Pleasant Hill	\$6,220	\$12,441	\$18,573	\$24,794
Polk County	\$135,446	\$138,950	\$142,454	\$145,959	\$149,463	Polk County	\$3,504	\$7,009	\$10,513	\$14,018
Runnells	\$8,936	\$8,936	\$8,936	\$8,936	\$9,024	Runnells	\$0	\$0	\$0	\$88
Warren County	\$0	\$175	\$350	\$526	\$701	Warren County	\$175	\$350	\$526	\$701
Warren Rural	\$142,630	\$147,799	\$153,055	\$158,224	\$163,393	Warren Rural	\$5,169	\$10,426	\$15,595	\$20,764
Windsor Heights	\$3,066	\$6,045	\$9,024	\$12,003	\$14,981	Windsor Heights	\$2,979	\$5,958	\$8,936	\$11,915
Xenia	\$596,977	\$578,403	\$559,742	\$541,169	\$522,508	Xenia	-\$18,573	-\$37,234	-\$55,808	-\$74,469
Altoona	\$637,715	\$622,033	\$606,351	\$590,669	\$574,986	Altoona	-\$15,682	-\$31,364	-\$47,047	-\$62,729
Ankeny	\$1,594,770	\$1,564,370	\$1,534,144	\$1,503,919	\$1,473,518	Ankeny	-\$30,401	-\$60,626	-\$90,852	-\$121,253
Grimes	\$660,669	\$640,694	\$620,631	\$600,656	\$580,681	Grimes	-\$19,975	-\$40,038	-\$60,013	-\$79,988
Polk City	\$111,616	\$110,301	\$108,900	\$107,585	\$106,184	Polk City	-\$1,314	-\$2,716	-\$4,030	-\$5,432
Urbandale	\$886,441	\$874,789	\$863,049	\$851,397	\$839,745	Urbandale	-\$11,652	-\$23,392	-\$35,044	-\$46,696
Waukee	\$516,112	\$506,212	\$496,225	\$486,325	\$476,337	Waukee	-\$9,900	-\$19,888	-\$29,788	-\$39,775
WDMWW	\$1,261,326	\$1,258,960	\$1,256,682	\$1,254,317	\$1,252,039	WDMWW	-\$2,365	-\$4,643	-\$7,009	-\$9,287
Total	\$8,761,031	\$8,761,031	\$8,761,031	\$8,761,031	\$8,761,031	Total	\$0	\$0	\$0	\$0
Total Service	\$271,504	\$283,332	\$295,247	\$306,987	\$319,077	Total Service	\$11,827	\$23,742	\$35,482	\$47,572
Des Moines (with)	\$894.764	\$1.027.581	\$1,160,486	\$1,293,128	\$1,426,208	Des Moines (with)	\$132.817	\$265.722	\$398.364	\$531.444

^	Change to Allocation vs 100% Growth								
	5%	10%	15%	20%					
Des Moines	\$120,990	\$241,980	\$362,882	\$483,872					
Berwick	\$0	\$0	\$0	\$88					
Bondurant	-\$16,909	-\$33,905	-\$50,814	-\$67,810					
Clive	\$3,154	\$6,396	\$9,550	\$12,703					
Cumming	-\$1,051	-\$2,015	-\$3,066	-\$4,030					
Johnston	-\$6,220	-\$12,441	-\$18,661	-\$24,881					
Norwalk	-\$8,148	-\$16,296	-\$24,443	-\$32,591					
Pleasant Hill	\$6,220	\$12,441	\$18,573	\$24,794					
Polk County	\$3,504	\$7,009	\$10,513	\$14,018					
Runnells	\$0	\$0	\$0	\$88					
Warren County	\$175	\$350	\$526	\$701					
Warren Rural	\$5,169	\$10,426	\$15,595	\$20,764					
Windsor Heights	\$2,979	\$5,958	\$8,936	\$11,915					
Xenia	-\$18,573	-\$37,234	-\$55,808	-\$74,469					
Altoona	-\$15,682	-\$31,364	-\$47,047	-\$62,729					
Ankeny	-\$30,401	-\$60,626	-\$90,852	-\$121,253					
Grimes	-\$19,975	-\$40,038	-\$60,013	-\$79,988					
Polk City	-\$1,314	-\$2,716	-\$4,030	-\$5,432					
Urbandale	-\$11,652	-\$23,392	-\$35,044	-\$46,696					
Waukee	-\$9,900	-\$19,888	-\$29,788	-\$39,775					
WDMWW	-\$2,365	-\$4,643	-\$7,009	-\$9,287					
Total	\$0	\$0	\$0	\$0					
Total Service	\$11,827	\$23,742	\$35,482	\$47,572					

APPENDIX D

Exhibit 1 - DRAFT Upfront Asset Transfer Calculation - Net Book Value of Purchased Capacity

Table 1: Detail of Purchased Capacity Transactions (from DMWW)

	199	96	2003 Cor	nversion	20	05	200	06	20	08	TOT	ΓAL		
	Purchases	Value	Conversion	Value	Purchases	Value	Purchase	Value	Purchase	Value				
	(MGD)	(\$1/GPD)	(MGD)	(\$1.5/GPD)	(MGD)	(\$1.90/GPD0	(MGD)	(\$1.95/GPD)	(MGD)	(\$2.1/GPD)	Capacity	Value	LTD Amortization	Net Book Value
Des Moines	(***=*/	\$0	(\$0	(***==7	\$0	((+/	(/	(+/				
Bondurant	0.7000	\$700,000		\$0	0.5	\$950,000					1.2000	\$1,650,000	\$701,250	\$948,750
Clive		\$0	0.9800	\$1,470,000	6	\$11,400,000					6.9800	\$12,870,000	\$5,469,750	\$7,400,250
Johnston		\$0		\$0		\$0					0.0000	\$0	\$0	\$0
Norwalk	1.9300	\$1,930,000		\$0	0.02	\$38,000	0.005	\$9,750	0.01	\$21,000	1.9650	\$1,998,750	\$849,469	\$1,149,281
Warren Rural	3.2464	\$3,246,400		\$0		\$0					3.2464	\$3,246,400	\$1,379,720	\$1,866,680
Xenia	2.5946	\$2,594,560	0.2300	\$345,000	0.125	\$237,500					2.9496	\$3,177,060	\$1,350,251	\$1,826,810
Altoona		\$0		\$0	1	\$1,900,000					1.0000	\$1,900,000	\$807,500	\$1,092,500
Ankeny		\$0	2.2800	\$3,420,000	6	\$11,400,000					8.2800	\$14,820,000	\$6,298,500	\$8,521,500
Grimes		\$0		\$0		\$0					0.0000	\$0	\$0	\$0
Polk City	0.2500	\$250,000		\$0	0.35	\$665,000					0.6000	\$915,000	\$388,875	\$526,125
Urbandale	7.0000	\$7,000,000	1.3000	\$1,950,000	7	\$13,300,000					15.3000	\$22,250,000	\$9,456,250	\$12,793,750
Waukee	1.0000	\$1,000,000	0.6942	\$1,041,300	2	\$3,800,000					3.6942	\$5,841,300	\$2,482,553	\$3,358,748
WDMWW	6.3230	\$6,323,000	0.6500	\$975,000	2	\$3,800,000					8.9730	\$11,098,000	\$4,716,650	\$6,381,350
Totals	23.04396	\$23,043,960	6.1342	\$9,201,300	24.995	\$47,490,500	0.005	\$9,750	0.01	\$21,000	54.1882	\$79,766,510	_	

All purchases assumed to amortize over 40 years from 2005 when Purchased Capacity Agreements were "reset."

APPENDIX D

Exhibit 2 - DRAFT Upfront Asset Transfer Calculation – Net Position by Member Agency

	Book	Value Assigne		Ca	pacity Assign	ed	(Capacity Used	l	Value of Reser	ve Capacity	As	signment of R	eserve Capaci	ty		
			Total Value of					Weighted Avg.					Allocation of		Purchase of		Initial
	Unamortized Net	NBV of Other	Owned &	MGD Capacity		Total Owned		Cost of Used		Book Value	Reserve	% of Regional	Reserve		Additional		Capacity in
	Value in DMWW	Owned	Purchased	In DMWW	Other Owned	Capacity	Total MDD	Capacity	Total Cost of	Surplus (Deficit) of	Capacity	Growth Outlook	Capacity	Avg. Unit Cost	Reserve		Regional
Organization	Assets	Capacity	Capacity	(MGD)	Capacity	(MGD)	(5 yr avg MGD)	(\$/MGD)	Used Capacity	Reserve Capacity	(Deficit) MGD	in MDD	(MGD)	of Capacity	Capacity	Net Position	Entity
Des Moines	\$111,803,570		\$111,803,570	64.81	-	64.81	(42.4166)	\$1,324,952	(\$56,199,968)	\$55,603,602	22.40	9.0%	(2.87)	\$1,345,272	(\$3,860,266)	\$51,743,335	45.29
Bondurant	\$948,750		\$948,750	1.20	-	1.20	(0.7860)	\$1,324,952	(\$1,041,412)	(\$92,662)	0.41	4.1%	(1.31)	\$1,345,272	(\$1,758,566)	(\$1,851,228)	2.09
Clive	\$7,400,250		\$7,400,250	6.98	-	6.98	(3.9320)	\$1,324,952	(\$5,209,712)	\$2,190,538	3.05	1.2%	(0.38)	\$1,345,272	(\$514,702)	\$1,675,836	4.31
Johnston	\$0		\$0	0.00	-	-	(4.8380)	\$1,324,952	(\$6,410,119)	(\$6,410,119)	(4.84)	4.7%	(1.50)	\$1,345,272	(\$2,015,917)	(\$8,426,036)	6.34
Norwalk	\$1,149,281		\$1,149,281	1.97	-	1.97	(1.7460)	\$1,324,952	(\$2,313,367)	(\$1,164,085)	0.22	5.1%	(1.63)	\$1,345,272	(\$2,187,484)	(\$3,351,570)	3.37
Warren Rural	\$1,866,680		\$1,866,680	3.25	-	3.25	(2.6360)	\$1,324,952	(\$3,492,574)	(\$1,625,894)	0.61	1.2%	(0.38)	\$1,345,272	(\$514,702)	(\$2,140,596)	3.02
Xenia	\$1,826,810		\$1,826,810	2.95	-	2.95	(3.3220)	\$1,324,952	(\$4,401,491)	(\$2,574,682)	(0.37)	8.1%	(2.58)	\$1,345,272	(\$3,474,240)	(\$6,048,922)	5.90
Altoona	\$1,092,500	\$6,000,969	\$7,093,469	1.00	4.00	5.00	(4.3960)	\$1,465,184	(\$6,440,950)	\$652,519	0.60	8.0%	(2.55)	\$1,345,272	(\$3,431,348)	(\$2,778,829)	6.95
Ankeny	\$8,521,500		\$8,521,500	8.28	-	8.28	(8.4120)	\$1,324,952	(\$11,145,498)	(\$2,623,998)	(0.13)	18.0%	(5.74)	\$1,345,272	(\$7,720,533)	(\$10,344,531)	14.15
Grimes	\$0	\$8,194,000	\$8,194,000	0.00	3.20	3.20	(3.1840)	\$2,560,625	(\$8,153,030)	\$40,970	0.02	10.6%	(3.38)	\$1,345,272	(\$4,546,536)	(\$4,505,566)	6.56
Polk City	\$526,125	\$0	\$526,125	0.60	0.30	0.90	(1.1840)	883,301	(\$1,045,829)	(\$519,704)	(0.28)	1.3%	(0.41)	\$1,345,272	(\$557,594)	(\$1,077,298)	1.60
Urbandale	\$12,793,750		\$12,793,750	15.30	-	15.30	(9.8320)	\$1,324,952	(\$13,026,930)	(\$233,180)	5.47	10.4%	(3.32)	\$1,345,272	(\$4,460,752)	(\$4,693,932)	13.15
Waukee	\$3,358,748		\$3,358,748	3.69	-	3.69	(3.5860)	\$1,324,952	(\$4,751,279)	(\$1,392,531)	0.11	9.0%	(2.87)	\$1,345,272	(\$3,860,266)	(\$5,252,798)	6.46
WDMWW	\$6,381,350	\$14,964,242	\$21,345,592	8.97	10.00	18.97	(14.3460)	\$1,415,343	(\$20,304,516)	\$1,041,076	4.63	9.3%	(2.97)	\$1,345,272	(\$3,988,942)	(\$2,947,866)	17.31
TOTAL	\$157,669,313	\$29,159,211	\$186,828,524	119.0		136.5	(104.6166)		(\$143,936,674)	\$42,891,850	31.88	100.0%	(31.88)		(\$42,891,850)	(\$0)	136.50

(Note 1) \$1,345,272 Avg. Cost of Reserve Capacity/MGD

APPENDIX E DRAFT

Weighted Voting 5-Year Pro Rata Annual Consumption Percentages 2016 - 2020 Consumption Data

	Consumption
Altoona	4%
Ankeny	11%
Bondurant	1%
Clive	4%
DMWW	39%
Grimes	3%
Johnston	4%
Norwalk	2%
Polk City	1%
Urbandale	8%
Warren	3%
Waukee	3%
West Des Moines	14%
Xenia	4%

100%

GLOSSARY

Asset Transfer Date

The date at which all production-related assets of Water Producing Members transfer to CIWW.

Board of Trustees

The regional governing body of CIWW comprised of one or two representatives for each Member.

Board Trustee (or Trustee)

An individual, selected by each Member, to serve on the regional Board of Trustees of CIWW.

Central Iowa Water Works (CIWW)

The name of the regional production entity formed to provide wholesale water service to Members. Also called **Regional Authority**.

Consensus

As used in this document, consensus implies agreement among individuals comprising the Micro Group. It should not be construed in any way to imply formal or informal agreement by the governing boards of the Micro Group Members.

Founding Agency Members

An original participating entity to the regional water authority, involved in the initial set up of CIWW.

Member(s)

A city or board-governed entity party to the 28E Agreement forming the Regional Authority.

Micro Group

An ad hoc group of board and staff representatives from the board-governed utilities of Des Moines Water Works, West Des Moines Water Works, and Urbandale Water Utility, formed to study certain issues and questions related to the formation of a regional water production utility. The opinions expressed by the Micro Group solely reflect those of the individuals participating, and in no way should be interpreted to reflect the views of their associated governing boards.

Operating Contract

The contract entered into by CIWW and Water Producing Members outlining the terms and responsibilities of the Water Producing Members and CIWW.

Operational Commencement Date

The date on which the operations of the Regional Authority begin, which is subsequent to the effective date.

Regional Authority

The regional production entity formed to provide wholesale water service to Members. Also called **Central Iowa Water Works** or **CIWW**.

Total Service Customer

Communities or entities served under 28E Agreement by another entity, such as Des Moines Water Works, for the operation and maintenance of that community/entity's water system.

Water Producing Members

Members of the regional utility owning water production and supply facilities and serving as municipal water suppliers to wholesale and/or retail customers.

Water Production and Supply Facility

Source, treatment, and transmission assets used to provide water supply to wholesale or retail customers.



DES MOINES WATER WORKS Board of Water Works Trustees

Agenda Item No.	Information Items A-D
Meeting Date: N	ovember 23, 2021
Chairperson's Sig	nature Yes No

AGENDA ITEM FORM

A. Board Committee Reports Planning Committee Finance and Audit Committee Bill Stow Memorial Committee Greater Des Moines Botanical Garden Board Des Moines Water Works Park Foundation Board B. Staff Updates External Affairs C. CEO and General Manager's Comments D. Contract Status and Professional Services Agreements FISCAL IMPACT: No impact to the budget. RECOMMENDED ACTION: For review and discussion. BOARD REQUIRED ACTION: Review and discussion.	SUBJECT: Information Items		
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. Staff Updates External Affairs C. CEO and General Manager's Comments D. Contract Status and Professional Services Agreements FISCAL IMPACT: No impact to the budget. RECOMMENDED ACTION: For review and discussion. BOARD REQUIRED ACTION: Review and discussion.	SUMMARY:		
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For review and discussion. BOARD REQUIRED ACTION: Review and discussion.	PECOMMENDED ACTION		
BOARD REQUIRED ACTION: Review and discussion.			
Review and discussion.	For review and discussion.		
Review and discussion.	ROADD DECUIDED ACTION:		
1 / Cace jec 11/18/21			
	Review and discussion.		
	/(date)		
Attachments: Des Moines Water Works Park Foundation Executive Summary, Board Minutes, October 2021 Financials, and Events Calendar, Contract		·	CEO and General Manager



16 November 2021

Updates from the Des Moines Water Works Park Foundation

The Campaign/Development:

The finishing campaign continues to move forward. About \$1.5M remain to reach our \$13M goal.

Park Construction

A final sign for the River Constellation Sculpture is in fabrication. Seasonal office and green rooms to support summer events have been removed from the park.

Programming

Planning continues on additional programming for 2022 centered on water quality. Special attention is being paid to make sure it complements and integrates with DMWW education and plans for the Stowe Memorial project. We are working with several partnering organizaitons to collaborate for quality programming. First scheduled event for 2022 season will be surrounding earth day and incorporate an Innovation Award, the Extraordinary Egg Hunt and trash pick up in the park.

October financials and November Meeting Minutes attached.



DES MOINES WATER WORKS PARK FOUNDATION

Board of Directors Meeting Friday, November 12, 2021 – 12:00 – 1:30 Minutes - Draft



BOD Members in Attendance: Jen Cross, Matt Van Loon, Joel Aschbrenner, Ardis Kelley, Jon Koehn, Chad Rasmussen, Ashley Aust, Dara Madigan, Jason Stone, Andrea Boulton, Crystal Franke

Guests/Staff: Cassandra Halls & Sam Carrell – DMWWPF, Mike McCurnin - DMWW

- I. Call to Order/President's Comments & Welcome/Affirm Agenda Matt Van Loon
- II. Approve minutes Motion to Approve Minutes: Jen Cross Second: Chad Rasmussen Motion passes
- III. Financial Report Ardis Kelly
 - Income Statement Kelley reviewed October Financials. Operational Expenses and income balance out, but campaign income is still not hitting budget.

Motion to Accept October Financials: Joel Aschbrenner

Second: Ashley Aust Motion passes

IV. BOD Topics for Discussion and Updates

Vision/Mission/Values Draft

— Cassandra Halls

Cassandra gave an update on the Vision & Mission. She sent the document yesterday. She invited committee members to give input but not spend time wordsmithing. Discussion ensued about what is our actual vision. Board gave feedback on mission statement and blending the two options together. Board agreed the values were well stated.

• Governance Discussion – Ashley Aust

Standards – propose a nominating committee to fill the board positions falling off. Board positions would be likely Jan – Dec schedule. Annual meeting in October to vote for new board members and the officers of the board. Would strengthen the committees to get them moving through the process to move to the board.

Starting in January 2022, no longer have a 2nd VP role. Elect President elect role defined and the 2nd VP has no defined role. It would just be President, President Elect,

and the past President. Presidents have a 1-year term. No bylaws change needed. The board can dictate who the VPs are and how many. Switch will be made after no issues within the committee.

• **Development/Fundraising Update - Sam Carrell**

Continue to work the list and discussed donor wall.

Reminded board members to give an amount meaningful to them to by December 3rd. Grants update – several grants we are submitting or have submitted.

There will be state grants for water quality. Jen will keep an eye on it.

V. **Executive Director Report** – Sam Carrell

- Concert Wrap Up Pretty close to the projections. Less on the expense line than projected. Showed how we split revenues on the concerts.
- 2022 Season calendar is filling up. Sam Summers working on getting acts confirmed on the calendar.
- Additional Committee Updates Submitted our 990 return. RAGBRAI sculpture has been fixed. Sign being added to river constellation.

VI. Announcements

Foundation's water station at the IMT Marathon happened since last meeting and was a great success. December meeting will be in person. Will focus on having fun with a little bit of business. Expanded time schedule. Location to be determined.

VII. Adjourn

Motion to Adjoun: Ashley Aust Second: Chad Rasmussen Motion passed.

Respectfully submitted by Crystal Franke

Des Moines Water Works Park Foundation

Comparative Statements of Financial Postion as of	00	tober 31, 2021	Sep	tember 30, 2021	December 31, 2020		
ASSETS							
Cash and Cash Equivalents	\$	152,670.21	\$	167,007.17	\$	166,358.46	
Investments - Endow Iowa		57,797.93		59,116.37		53,645.58	
Pledges Receivable		938,327.40		938,327.40		1,172,842.85	
Prepaid Expenses		1,241.24		1,478.66		1,047.90	
Total Assets	\$	1,150,036.78	\$	1,165,929.60	\$	1,393,894.79	
LIABILITIES							
Accounts Payable	\$	37,026.00	\$	7,132.09	\$	-	
Accrued Expenses		1,325,346.61		1,325,346.61		600,000.00	
Loan Payable - Line of Credit		703,745.80		740,771.80		1,003,813.00	
Total Liabilities	\$	2,066,118.41	\$	2,073,250.50	\$	1,603,813.00	
NET ASSETS							
Net Assets without donor restrictions:							
Available to Spend	\$	994,850.30	\$	1,002,292.60	\$	1,022,662.07	
Net Assets with donor restrictions:							
Endow Iowa		57,797.93		59,116.37		53,645.58	
Karras Kaul Sculpture		10,419.71		10,419.71		-	
Park Improvement/Fleur Trail		(1,979,149.57)		(1,979,149.58)		(1,286,225.86)	
Total Net Assets	\$	(916,081.63)	\$	(907,320.90)	\$	(209,918.21)	
Total Liabilities and Net Assets	\$	1,150,036.78	\$	1,165,929.60	\$	1,393,894.79	

Des Moines Water Works Park Foundation Consolidated Statement of Financial Activity and Change in Net Assets For the ten months ending October 31, 2021

	October-21				FISCAL YEAR TO DATE						Annual Budget		
									Annual Budget to	Вι	udget Variances		2024
DELICALIES AND OTHER SUPPORT		Actual		Budget	Buc	lget Variances		Actual	Date		to Date	-	2021
REVENUES AND OTHER SUPPORT Capital Support													
Campaign Income	\$	0.01	\$	194,731.25	\$	(194,731.24)	\$	72,500.20	\$ 1,947,312.50	\$	(1,874,812.30)	\$	2,336,775.00
Non Capital Support/Giving	ľ	0.01	7	154,751.25	7	(134,731.24)	ľ	, 2,500.20	7 1,547,512.50	,	(1,0,4,012.30)		2,330,773.00
Corporate & Foundation Giving		_		_		_		23,426.62	-		23,426.62		_
Fee for Service Income		9,670.30		-		9,670.30		9,670.30	-		9,670.30		-
Individual Gifts		-		-		, -		52,448.05	-		52,448.05		-
Park Sponsorships		-		2,500.00		(2,500.00)			25,000.00		(25,000.00)		30,000.00
Special Event Income		1,850.00		1,041.67		808.33		57,215.00	10,416.67		46,798.33		12,500.00
State Grant Income		-		2,083.33		-		17,700.00	20,833.33		(3,133.33)		25,000.00
User/Vendor Revenue		-		31,230.83		(31,230.83)		1,750.00	312,308.33		(310,558.33)		374,770.00
Total Non Capital Support/Giving	\$	11,520.30	\$	36,855.83	\$	(25,335.53)	\$	162,209.97	\$ 368,558.33	\$	(206,348.36)	\$	442,270.00
Investment Income, net of fees		(1,228.14)		-		(1,228.14)		4,476.46	-		4,476.46		-
Total Revenues and Other Support	\$	10,292.17	\$	231,587.08	\$	(221,294.91)	\$	239,186.63	\$ 2,315,870.83	\$	(2,076,684.20)	\$	2,779,045.00
EXPENSES													
Operating Expenses													
Accounting/Audit	\$	825.00	\$	923.58	\$	(98.58)	\$	8,250.00	\$ 9,235.83	\$	(985.83)	\$	11,083.00
Annual Meeting	ľ	-	7	125.00	7	(125.00)	ľ	0,230.00	1,250.00	7	(1,250.00)	7	1,500.00
Bank Charges		20.08		125.00		20.08		713.99	1,230.00		713.99		1,500.00
Board of Directors		-		87.50		(87.50)		-	875.00		(875.00)		1,050.00
Consulting Services		7,700.00		3.800.00		3,900.00		54,588.44	38,000.00		16,588.44		45,600.00
Development		-		16.67		(16.67)		-	166.67		(166.67)		200.00
General Office		522.35		458.33		64.02		7,349.26	4,583.33		2,765.93		5,500.00
Legal Expense		-		2,500.00		(2,500.00)		-	25,000.00		(25,000.00)		30,000.00
Marketing		_		2,513.33		(2,513.33)		1,892.72	25,133.33		(23,240.61)		30,160.00
Meetings		_		79.17		(79.17)		-,	791.67		(791.67)		950.00
Miscellaneous		_		41.67		(41.67)		_	416.67		-		500.00
Park Maintenance		_		7,500.00		(7,500.00)		_	75,000.00		(75,000.00)		90,000.00
Printing		-		-		-		515.73	-		515.73		-
Special Event Expense		_		791.67		(791.67)		1,100.00	7,916.67		(6,816.67)		9,500.00
Staffing & Administrative Costs		4,770.00		8,600.00		(3,830.00)		47,700.00	86,000.00		(38,300.00)		103,200.00
Travel		, -		250.00		(250.00)		· -	2,500.00		(2,500.00)		3,000.00
Total Operating Expenses	\$	13,837.43	\$	27,686.92	\$	(13,849.49)	\$	122,110.14	\$ 276,869.17	\$	(154,342.36)	\$	332,243.00
User Committee Expenses													
Building Repairs		13.70		_		13.70		13.70	_		13.70		_
Contract Labor		-		_		-		11,800.00	_		11,800.00		_
Printing Expense		_		_		_		207.99	_		207.99		_
Office Supplies		_		_		_		12.39	-		12.39		_
Program Expense		_		165.42		(165.42)		-	1,654.17		(1,654.17)		1,985.00
Rent Expense		-		-		- 1		884.05	-		884.05		-
Special Event Expenses		4,427.61		10,416.67		(5,989.06)		47,680.46	104,166.67		(56,486.21)		125,000.00
Supplies Expense		-		-		- '		68.24	-		68.24		-
Utilities		774.16		830.00		(55.84)		7,149.17	8,300.00		(1,150.83)		9,960.00
Total User Committee Expenses	\$	5,215.47	\$	11,412.08	\$	(6,196.61)	\$	67,816.00	\$ 114,120.83	\$	(46,304.83)	\$	136,945.00
Capital Expenses													
Campaign Support		_		_		_		9,267.50	_		9,267.50	1	_
Fleur Underpass Trail Expense		_		91,666.67		(91,666.67)		725,346.61	916,666.67		(191,320.06)		1,100,000.00
Interest Expense		_		3,296.42		(3,296.42)		20,809.80	32,964.17		(12,154.37)		39,557.00
Park Improvements		_		7,500.00		(7,500.00)		-	75,000.00		(75,000.00)		90,000.00
Total Capital Expenses	\$	-	\$	102,463.08	\$	(102,463.08)	\$	755,423.91		\$	(269,206.92)	\$	1,229,557.00
Total Expenses	\$	19,052.90	\$	141,562.08	\$	(122,509.18)	\$	945,350.05	\$ 1,415,620.83	\$	(469,854.12)	\$	1,698,745.00
Change in Net Assets	\$	(8,760.73)	\$	90,025.00	\$	(98,785.73)	\$	(706,163.42)	\$ 900,250.00	\$	(1,606,830.09)	\$	1,080,300.00
Net Assets, Beginning of Year		·						(209,918.21)					
, 5 5							1	, , /					
Net Assets, End of Year							Ś	(916,081.63)	•				

2021	Date	Event	Description
September	4	Private shelter rental	
	4-5	DSM Symphony	
	11	Wicked Wine Run	postponed
	11	Private wedding Maffitt	
	12	Blazing 5K	
	14	Storytellers project	
	15	Community foundation event	
	16	Trampled by the Turtles	
	17	Drop Kick Murphy	
	15-20	Polk Co Democrats	
	24	Private vow renewal fountain	cancelled
	24-26	Ikes	
	24	Somos Amigos concert	
	25	Praise and worship revival	
	25	Film Documentary	
	26	Dead South	
	30	DMWW employee appreciation luncheon	
_			
October	1	Private shelter rental	
	2-3	Hydrocephalus walk	cancelled
	2	Roosevelt homecoming dance	
	5	Incubus concert	
	8	Wedding - fountain	
	9-10	Iowa Coursing Hounds	
	10	Elevate festival	
	12	Food truck event	
	13	Private shelter rental	
	15-17	DSM Marathon	
	16	North High homecoming dance	cancelled
	30-31	Coursing Hounds of Iowa	
November	27	Turkey Trot race	cancelled
		KEY	
		Concert	
		Sport/Fitness Event	
		DMWWPF Event	
		Wedding/shelter	
		Misc. (car shows, political events, festivals)	

Pause by Owner to discuss bypass options. Contractor still working other contract items.

Presdimentation Basins - Valve Replacement

Contractor

Notice to Proceed

Original Contract Sum

Anticipated Completion Date

The Waldinger Corporation

3/16/2020

\$1,427,530.00

		Original Contract Sum	\$1,427,330.00
		Net Change by Change Orders	\$70,962.00
		Contract Sum to Date	\$1,498,492.00
		Total Completed to Date	\$642,378.10
		Anticipated Completion Date	no later than Mar-22
2020 Well Rehabilitation - McMullen Water Treatment Plant	Construction in progress. Contractor has returned to finish work at Well #5.	Contractor	BCI Water Resources Group, Inc.
		Notice to Proceed	7/20/2020
		Original Contract Sum	\$1,053,975.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,053,975.00
		Total Completed to Date	\$876,866.50
		Anticipated Completion Date	Nov-21
NW 26th Street Booster Station	Construction in progress - supply chain delays	Contractor	Henkel Construction Company
		Notice to Proceed	8/14/2020
		Original Contract Sum	\$1,533,000.00
		Net Change by Change Orders	\$45,533.12
		Contract Sum to Date	\$1,578,533.12
		Total Completed to Date	\$1,312,798.58
		Anticipated Completion Date	Dec-21
Gallery Valve Chamber Structures Reconstruction	Construction in progress	Contractor	Synergy Contracting, LLC
		Notice to Proceed	4/19/2021
		Original Contract Sum	\$432,770.00
		Net Change by Change Orders	\$14,604.70
		Contract Sum to Date	\$447,374.70
		Total Completed to Date	\$383,053.50
		Anticipated Completion Date	Nov-21
2021 Tank Painting - Pleasant Hill Tower and Wilchinski Standpipe	Substantially complete	Contractor	J.R. Stelzer Co.
		Notice to Proceed	4/1/2021
		Original Contract Sum	\$1,145,524.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,145,524.00
		Total Completed to Date	\$739,499.00
		Anticipated Completion Date	Nov-21
2021 Des Moines Water Main Replacement Contract 1 - E. Pleasant	Construction in progress	Contractor	Synergy Contracting, LLC
View Drive & E. 17th Street		Notice to Proceed	5/11/2021
		Original Contract Sum	\$1,806,597.00
		Net Change by Change Orders	\$77,824.80
		Contract Sum to Date	\$1,884,421.80
		Total Completed to Date	\$1,643,289.57

Nov-21

2021 Des Moines Water Main Replacement Contract 2 - Feeder Main at SE 15th Street and Martin Luther King Jr. Parkway	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	Raccoon Valley Contractors 5/14/2021 \$1,619,134.00 \$0.00 \$1,619,134.00 \$1,311,313.20 Dec-21
Nitrate Removal Facility Crawlspace Renovation	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Henkel Construction Company 6/1/2021 \$1,312,000.00 \$0.00 \$1,312,000.00 \$364,750.00 Jan-22
S.E. Polk N.E. Morgan Drive Meter Vault	Notice to proceed delayed due to long product lead times.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Synergy Contracting, LLC pending \$186,000.00 \$0.00 \$186,000.00 \$0.00 Dec-21
2021 Well Rehabilitation	Notice to proceed to be issued no later than 1/31/2022.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Layne Christensen Company, Inc. pending \$1,344,820.00 \$0.00 \$1,344,820.00 \$0.00 May-22
LP Moon Pumping Station Sodium Hypochlorite Feed Modifications	Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	The Waldinger Corporation 10/15/2021 \$69,590.00 \$0.00 \$69,590.00 \$16,810.74 Feb-22
2021 Des Moines Water Main Replacement Contract 4 - Indianola Ave	c. Construction in progress	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	J & K Contracting, LLC 11/2/2021 \$678,678.00 \$0.00 \$678,678.00 \$0.00 Mar-22
Des Moines River Intake Roof Structure Modifications	Notice to proceed pending	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Henkel Construction Company pending \$311,000.00 \$0.00 \$311,000.00 \$0.00 Mar-22

Joint Eastside Booster Station Hypochlorite Feed System

Pre-construction meeting to be held on November 22nd

 Contractor
 C.L. Carroll Co., Inc.

 Notice to Proceed
 pending

 Original Contract Sum
 \$202,000.00

 Net Change by Change Orders
 \$0.00

 Contract Sum to Date
 \$202,000.00

 Total Completed to Date
 \$0.00

 Anticipated Completion Date
 Dec-21

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR NOVEMBER 2021

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

\$0.00

PROFESSIONAL SERVICES AGREEMENTS

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