

## NOTICE OF MEETING

### CENTRAL IOWA WATER WORKS TECHNICAL COMMITTEE

Des Moines Water Works Board Room  
2201 George Flagg Parkway  
Des Moines, Iowa

December 13, 2023  
1:00 pm

### MINUTES

Present: Dale Acheson (UWU), Caitlin Caldwell (DMWW), Don Clark (Ankeny), Kyle Danley (DMWW), Matt Greiner (Johnston), Royce Hammitt (Xenia), Kevin Hensley (Grimes), Rudy Koester (Waukee), Jeff May (Clive), Mike McCurnin (DMWW), Christina Murphy (WDMWW), Mitch Pinkerton (WDMWW), Mike Schulte (Polk City), Wayne Schwartz (Norwalk), Lindsey Wanderscheid (DMWW), and Neil Weiss (UWU).

Item 1: The meeting was called to order at 1:03 p.m. by Kyle Danley.

Item 2: Introductions were made by everyone present in the meeting.

Item 3: Minutes for November 08, 2023, were approved by the group with no changes.

Item 4: HDR Future Treatment Plant Study: Lindsey gave an update on where HDR is in the process. She shared with the group that they are currently working through the data that everyone has given them, and they are visiting sites. She also shared that they had a workshop earlier this morning. Christina and Kyle highlighted to the group that if you have not already had discussions with your community that you will want to ASAP to get numbers figured out for how much capacity you will need.

Item 5: Technical Committee Role: Christina gave a handout of page 36-37 of the 28E/28F and walked through the document. The Technical Committee is established to provide technical advice or recommendations to the Board in areas requiring technical, business, or operation expertise. Below is from the 28E/28F:

Section 5. Technical Committee.

- (a) A Technical Committee is hereby established to provide technical advice or recommendations to the Board in areas requiring technical, business, or operation expertise, including but not limited to:
  - (i) Determination of each Member Agency's water consumption, including its Annual Demand, Max Day Demand, average day demand, and average consumption over a specified number of consecutive years (e.g., 3 or 5 years);

- (ii) Computation of updates to Schedule 1-2 as soon as may be practical annually after the end of each calendar year;
  - (iii) Determination of designs for all capacity enhancements to be constructed by, or at the request and cost of, CIWW;
  - (iv) Recommendations regarding capacity enhancements or other improvements proposed by one or more Member Agencies or any proposed new Prospective Member Agencies;
  - (v) Determining the population served by each Member Agency for purposes of Section 4 of Article VIII;
  - (vi) Review of the operational sufficiency of the preliminary budget proposed by the Executive Director each year;
  - (vii) Review and recommendations to the Board regarding the meaning or application of the definitions of Water Supply Activity, Water Distribution Activity, Water Supply Facility or Water Distribution Facility;
  - (viii) Monitor effectiveness of, and compliance with the CIWW Water Shortage Plan and advise the Board with respect to amendments thereto as needed;
  - (ix) Monitor the usage by each Member Agency of shared transmission mains and pumping stations in comparison to the capacity assigned to each Member Agency under applicable agreements and recommend solutions required to remediate any excess usage and resulting detriment to other Member Agencies; and
  - (x) Duties as outlined in this Agreement, and such other duties requiring technical or business expertise as may be assigned by Board resolution.
- (b) The Technical Committee shall be comprised of one (1) individual appointed by each Member Agency, who may be, but is not required to be a Trustee representing such Member Agency, but who shall be an individual familiar with the Member Agency's local distribution or business operations. Each Member Agency may also appoint an alternate representative. The Technical Committee shall include the Executive Director or his or her designee, who shall not be a voting member of the Technical Committee. Each Member Agency is entitled to one vote on the Technical Committee to be cast either by the appointed individual or alternate.
- (c) The voting members of the Technical Committee shall elect a chair. The Technical Committee shall meet in accordance with a meeting schedule approved by the committee, at the call of the chair of the Committee, or at the direction of the Board.

Item 6: Principles for Capital Cost Allocation: Kyle presented to the group about the guiding principles for funding of capital projects. He shared that for all projects that increase regional system capacity, the cost of source and treatment improvements will be allocated to Member Agencies based on the 91%/9% formula. Source and treatment maintenance, repair, and upgrade (joint capital) for projects that do not increase regional system capacity but are necessary to maintain the capacity of existing source or treatment facilities or to upgrade them to meet current standards, the cost of the project will be allocated to all Member Agencies based on their current capacity allocation in the regional system. See table below.

	Source & Treatment	Transmission (Core Network)	Transmission (Core Network)	Transmission (Non-Core Network) 1 Participant	Transmission (Non-Core Network) 2+ Participants	Pumping Station	Pumping Station 1 Participant	Pumping Station 2+ Participants
Expansion Related	X	X				X		
Non-Expansion Related			X	X	X		X	X
Eligible for CIWW Ownership	X	X	X		X	X		X
Capital Funding Mechanism	91%/9% Base Extra Capacity Method	91%/9% Base Extra Capacity Method	Base Extra Capacity Method	100% by Participant only	100% by Participants only	91% by Participants 9% all Member Agencies Based on Usage to Participants only	100% by Participant only	100% by Participants only
O&M Cost Recovery Mechanism	Base Extra Capacity Method	Base Extra Capacity Method	Base Extra Capacity Method	100% by Participant only	Base Extra Capacity Method	Based on Usage to Participants only	100% by Participant only	Based on Usage to Participants only
Eligible for CIWW Capital Replacement	X	X	X		X	X		X

Item 7: Urbandale Distribution System Presentation: Neil shared with the group that he has been with the Urbandale Water Utility for just over a year and was previously with the City of Ames for 8 years. He is going to be taking over in January as the General Manager for Urbandale. Dale will be advising for a few months to one year while Neil transitions into his new role. Neil gave his presentation on the Urbandale Distribution System. He highlighted that due to wells drying, the city growing, and larger demands that Urbandale was the first wholesale customer to connect to DMWW in 1934. Urbandale has a population of about forty-eight thousand people and has steady growth at a 1.5% increase per year. The city has about 17,000 accounts for their service connections that are residential, commercial, and industrial. Neil highlighted that one of their CIP projects is to upgrade all the 4” mains in their distribution system in the next few years.

Item 8: Grimes Projects Discussion - Grimes Well Field: Kevin shared with the group a few maps of a well field that Grimes owns. The well field will become a regional asset and there is a proposed road that DOT wants to put in that will run through one of the well sites. This is currently just a proposed road and not set in stone. The well field is south of NW Towner Drive on the west side of HWY 141. There currently is not a road where DOT is proposing to put the one that will cross the well site.

Item 9: Polk City Projects Discussion: Mike shared that there were no new project updates for Polk City.

Item 10: West Des Moines Water Works Projects Discussion: Christina shared that there were no new project updates for West Des Moines Water Works.

Item 11: Des Moines Water Works Projects Discussion: Mike shared with the group that US Cellular has reached out to renew their lease due to their existing lease expiring in 2025. The lease has been revised and it will start in 2025 at \$1800 per month with a 3% annual escalation. It is a 5-year term with 5 – 5-year renewals. This was brought to the attention of the Technical Committee due to Tenny becoming a regional asset.

Mike shared that DMWW will be bringing to the December board meeting the acceptance of L.P. Moon Pumping Station – Pump No. 8. This project was awarded to Waldinger in November of 2021 in the amount of \$123,390. The purpose of the project was to add a fourth pump to the Clive, West Des Moines, and Waukee system. There were five change orders to the contract totaling in the amount of about \$12,000. The total for the contract was \$135,087.

Lindsey talked to the group about 2023 FWTP Pump Station HVAC upgrades. The bidding

documents were sent to 14 prospective bidders. At the pr-bid/visit there were 5 contractors that attended. There was only one bid received that was slightly lower than the Engineer's estimate. Will be going to the December board meeting for approval to award to Corn States Metal Fabricators, Inc., in the amount of \$1,047,000.

Lindsey shared with the group that we received 3 bids from contractors for the 2024 Filter Media Replacement – Fleur Drive Plant. The Engineer's estimate was \$900,000, which increased a little after approval due to silica dust requirements. Will be going to the board in December for approval to award to Hydro-Klean, Inc. in the amount of \$990,595.

Kyle shared with the group that there is a second amendment to Chapter 28E Waukee/Xenia Joint System Facilities. The first agreement allowed 0.4 MGD capacity in both Xenia 24-inch feeder main and booster station located on L.P. Moon pumping property. The new agreement allows Waukee to increase capacity 0.864 MGD in these same Xenia owned facilities. DMWW operates the existing Xenia Booster Station that service both Xenia and Waukee. DMWW also operates the control valve the serves Waukee from these facilities.

Kyle shared an update with the group about the Hickman Feeder Main damage. He highlighted that this is going to be a regional asset and that Zayo's legal team has been nonresponsive but previously advised verbally that they do not believe that they have any responsibility in this, and they do not want to do anymore exploratory digging. Kyle shared that since they have been nonresponsive for over a week that he is going to have DMWW's attorney reach out to Zayo's.

Item 12: Other business: No other business was discussed.

Item 13: Meeting was mutually adjourned at 2:54 p.m.