

MEETING
Board of Water Works Trustees
Des Moines Water Works
December 21, 2021
2201 George Flagg Parkway
3:30 p.m.

Join Zoom Meeting
<https://us02web.zoom.us/j/86391070775?pwd=NmhJaGk5TkJrZ3VPcE8vdnpnRDIxUT09>
Meeting ID: 863 9107 0775
Passcode: 095220

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Decision Agenda

I. Consent Agenda:

- A. Minutes, November 23, 2021, Board of Water Works Trustees Meeting
Minutes, December 7, 2021, Planning Committee Meeting
Minutes, December 14, 2021, Board of Water Works Trustees Meeting
- B. Financial Statements
- C. List of Payments for November 2021
- D. Summary of CEO-Approved Expenditures in Excess of \$20,000
- E. Next Meeting Date – January 25, 2022

II. Public Comment Period:

III. Action Items:

- A. Central Iowa Water Works Founding Resolution
- B. Request Authorization to Execute the First Amendment to Chapter 28E Agreement between Des Moines Water Works and City of Norwalk for Design, Construction, and Funding of Norwalk Water Utility Improvements
- C. Request Authorization to Solicit Bids for Norwalk Highway G14 Meter Vault and Establish the Date of the Public Hearing as the Date of the January 2022 Board Meeting
- D. Request Authorization for CEO and General Manager to Execute Change Order No. 11 to 2021 Des Moines Water Main Replacement Contract 1 – E. Pleasant View Drive and E. 17th Street
- E. Request Permission to Issue a Supplemental Purchase Order for Rehabilitation of Lime Sludge Dewatering Press Equipment
- F. Request Authorization for CEO and General Manager to Extend Change Order No. 7 to the 2015-2020 Lime Residuals Disposal Agreement with Synagro

- G. MidAmerican Energy Company Electric Transmission Line Easement
 - 1. Public Hearing
 - 2. Discussion
 - 3. Action on Easement
- H. MidAmerican Energy Company Gas Easement
 - 1. Public Hearing
 - 2. Discussion
 - 3. Action on Easement
- I. 2022 Water Service Line Repairs
- J. Performance Evaluation and Salary Increase for CEO and General Manager

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
 - 2022 External Boards and Committee Assignments
- B. Staff Updates:
 - External Affairs
- C. CEO and General Manager's Comments
 - 2021 Utility Goals Update
- D. Contract Status and Professional Services Agreements

OSHA Recordable Injuries YTD: 4	
Caught Between:	1
Hearing Loss:	1
Strain:	2

V. Adjournment

Schedule of Board Activities – January & February Time: 3:30 p.m.		
<u>Date</u>	<u>Location</u>	<u>Meeting</u>
January 4	Board Room & Virtual	Special Board Meeting
January 11	Board Room & Virtual	Special Board Meeting
January 25	Board Room & Virtual	Board of Water Works Trustees
February 1	Board Room & Virtual	Planning Committee Meeting
February 8	Board Room & Virtual	Finance & Audit Committee Meeting
February 22	Board Room & Virtual	Board of Water Works Trustees



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. Consent
Meeting Date: December 21, 2021
Chairperson's Signature ☐ Yes ☒ No

AGENDA ITEM FORM

SUBJECT: Consent Agenda

SUMMARY:

- A. Minutes, November 23, 2021, Board of Water Works Trustees Meeting
Request: Approve November 23, 2021, Minutes
Minutes, December 7, 2021, Planning Committee Meeting
Request: Approve December 7, 2021, Minutes
Minutes, December 14, 2021, Board of Water Works Trustees Meeting
Request: Approve December 14, 2021, Minutes
- B. Financial Statements
- At November 2021, total assets of the Des Moines Water Works were \$449.5 million, liabilities totaled \$73.2 million, deferred outflows totaled \$8.0 million, deferred inflows totaled \$7.3 million and contributions and retained earnings were \$377.0 million.
 - Total operating revenue for the month of November was \$6.3 million. Expenses (operating and non-operating) for the month were approximately \$4.4 million, leaving net earnings of approximately \$1.8 million.
 - **Request:** Receive and File for Audit the November 2021 Financial Statements
- C. List of Payments for November 2021
Request: Approve November 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 – January 25, 2022
Request: Approve January 25, 2022, as the date of the next meeting of the Board of Water Works Trustees.

FISCAL IMPACT:


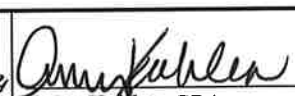
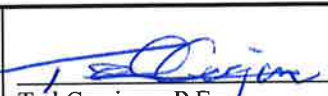
No impact to budget.

RECOMMENDED ACTION:

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

BOARD REQUIRED ACTION:

Motion to approve Consent Agenda.

 Michelle Holland, CPA Controller	 Amy Kahler, CPA Chief Financial Officer	 Ted Corrigan, P.E. CEO and General Manager
12/14/2021 (date)	12/14/21 (date)	12/17/21 (date)

Attachments: November 23, 2021, Board of Water Works Trustees Meeting Minutes; December 7, 2021, Planning Committee Meeting Minutes; December 14, 2021, Board of Water Works Trustees Meeting Minutes; November 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, November 23, 2021**

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

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

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

Also in attendance: Doug Blackburn, Nick Deasy, John Lande and Rick Malm (legal counsel), Jody Smith (West Des Moines Water Works Board of Trustees), Dennis Spitzer, 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. Huppert, seconded by Ms. Boulton, to approve Consent Items A, B, C, D, and E (Approval of 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; Receipt and filing of the financial statements for audit purposes; Approval of Payments for October 2021; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of December 21, 2021, as the next meeting of the Board of Water Works Trustees). Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Public Comment Period

Mr. Doug Blackburn, Mr. Nick Deasy, and Mr. Dennis Spitzer addressed the Board. The water service lines at their properties are connected to a 1-inch privately owned dead-end water main in DMWW's distribution system and have very low volume of water to their homes. Mr. Spitzer, who is a DMWW retiree, had previously contacted Engineering Department staff to discuss the possibility of installing and tapping into a larger water main in front of their homes. At that time, he was informed that it would cost each of them approximately \$10,000 to cost-share in the installation of larger water main and new taps to each of their properties. Mr. Spitzer, Mr. Blackburn, and Mr. Deasy are concerned with the out-of-pocket cost and urgency of replacing the 1-inch private main due to its age and likely deteriorating condition and are seeking the Board's assistance. After discussion among Board members and staff in attendance, Board members suggested that staff assess the privately owned water mains in the distribution system and develop options to address this situation and future issues for other properties connected to private mains. Staff will follow up with these three property owners and report back to Board.

2022 Labor Agreement between DMWW and AFSCME Iowa Council 61, Local 3861

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 that are subject to bargaining, including wages. The new contract was presented to the Board. The union has ratified the new contract.

A motion was made by Ms. Boulton, and seconded by Mr. Aschbrenner, 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 in the form as presented. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Receive and File DMWW 2021 Strategic Plan

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 to the community at large. The culmination of the process is the “DMWW 2021 Strategic Plan”, which has been prepared by DMWW’s Senior Management Team and HDR for presentation to the Board. It reflects an ambitious, but achievable, plan that will help DMWW to overcome both current and future challenges. It represents a proposed pathway toward a stronger, more diverse utility.

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to receive and file the DMWW 2021 Strategic Plan 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.

Proposed 2022 Budget

The proposed budget for 2022 is based on an estimated total operating revenue of \$79.6 million, with budgeted operating and maintenance expenditures of approximately \$53 million on operations, and capital expenditures budget of approximately \$45.9 million.

Chairperson Gillette opened a Public Hearing for comments from the public regarding the Proposed 2022 Budget. Receiving no oral or written comments, the Public Hearing was closed.

A motion was made by Mr. Aschbrenner and seconded by Ms. Boulton to approve the 2022 Des Moines Water Works budget, 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 Water Treatment Chemicals

The Board considered proposals for contract chemical purchases for 2022, as presented by Staff. Details for each purchase were provided to the Board in writing.

A motion was made by Ms. Huppert and seconded by Ms. Boulton to award 2022 contracts for water treatment chemical supplies to the recommended bidders, 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.

Des Moines Water Works’ Rules and Regulations Update

Staff and legal counsel review the Des Moines Water Works Rules and Regulations annually. Such review includes a review of fees and charges, as well as the substantive rules. Changes suggested by such review were presented for the Board’s consideration.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Huppert, to approve the proposed revisions to the Rules and Regulations as presented to the Board by staff, with an implementation date of January 1, 2022, and direct publication of the changes as required by statute. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Acceptance of 2021 Tank Painting – Pleasant Hill Tower and Wilchinski Standpipe

Mr. Corrigan reported that all work associated with the 2021 Tank Painting – Pleasant Hill Tower and Wilchinski Standpipe contract has been satisfactorily completed.

A motion was made by Ms. Boulton, seconded by Mr. Aschbrenner, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

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

Staff has made a request for proposals (RFP) for conducting evaluations of the sixteen sand filters and of the filtration process at the Fleur Drive Operations Center. These evaluations are intended to result in development of alternatives and the formulation of recommendations that maintain or increase the current 75 MGD maximum operation rate while maintaining or improving effluent water quality. Four firms responded to the RFP, and staff has reviewed and evaluated the responses. Staff recommended that 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.

A motion was made by Ms. Huppert, seconded by Mr. Aschbrenner, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

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

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 work. 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.

A motion was made by Mr. Aschbrenner, seconded by Ms. Boulton, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Authorization to Solicit Bids for 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

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 will 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 project will provide improvements to the Stormwater 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.

A motion was made by Ms. Huppert, seconded by Ms. Boulton, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Electric Transmission Line Easement as the Date of the December 2021 Board Meeting

MidAmerican Energy Company (MEC) is requesting an easement over the west 140 feet of DMWW property adjacent to Highway 28 near the Raccoon River. 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.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Huppert, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Request Permission to Establish the Date of Public Hearing for MidAmerican Energy Company Gas Easement as the Date of the December 2021 Board Meeting

MidAmerican Energy Company (MEC) is requesting a 10 ft. wide easement running for approximately 150 ft. across the west portion of DMWW property adjacent to Highway 28 near the Raccoon River. 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.

A motion was made by Mr. Aschbrenner, and seconded by Ms. Boulton, 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. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Award L. P. Moon Pumping Station – Pump No. 8 Contract

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 L. P. Moon Pumping Station – Pump No. 8 project. Receiving no oral or written comments, the Public Hearing was closed.

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

Proposed 2022 Schedule for Board of Water Works Trustees Meetings and Committee Meetings

A motion was made by Ms. Boulton, and seconded by Mr. Aschbrenner, to adopt the proposed 2022 schedules for regular meetings of the Board of Water Works Trustees and for Committee meetings, as presented and attached to these minutes. 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 Regionalization Micro Group Outcomes Document

An initial Report summarizing regionalization discussions among a regional “Micro Group” consisting of representatives of DMWW, West Des Moines Water Works, and Urbandale Water Utility was issued in April of 2020. That report included a short list of open issues. The Micro Group exchanged letters through the summer of 2021 in an attempt to resolve the remaining open issues. In September 2021, the Micro Group representatives met and came to a consensus view among themselves on the identified open issues. The outcomes document, as “Revised November 2021” has been updated to reflect these discussions.

The content of the report is not representative of a final consensus of the governing utility boards, either individually or collectively, on regionalization issues, nor are the conclusions binding on any of the utility boards.

A motion was made by Ms. Huppert, and seconded by Ms. Boulton, to receive and file the Regionalization Micro Group Outcomes Document as revised November 2021. Upon roll-call vote, the motion was adopted, with each member of the Board identified as present voting in favor of the motion.

Board Committee Reports

The following reports were provided:

- Planning Committee – A meeting was held on November 2, 2021, as reflected in the minutes thereof. Ms. Boulton offered no additional comments.
- Finance and Audit Committee – A meeting was held on November 9, 2021, as reflected in the minutes thereof. Mr. Aschbrenner offered no additional comments.

- Customer Relations Committee – No meeting held in November. Customer Relations Committee meetings will not be scheduled on a regular basis in 2022 but may be held as-needed.
- Bill Stowe Memorial – Mr. Gillette had no update to report.
- Greater Des Moines Botanical Garden – Mr. Gillette shared that the Botanical Garden's Champagne and Chocolates event was held recently, which was a good opportunity to showcase the venue as a private event rental facility.
- Des Moines Water Works Park Foundation Board – Ms. Boulton and Mr. Aschbrenner reported that a substantial amount of time has been spent focusing on the Park Foundation's mission and vision and on ongoing development and fundraising efforts.

Staff Updates

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

CEO and General Manager's Comments

Mr. Corrigan reported that the IDNR has developed a PFAS Action Plan that includes sampling of source and finished waters at surface water utilities, such as DMWW. There were some minor detects in the source waters for the Fleur Drive Treatment Plant and one of the compounds was detected at the minimum 1.9 parts per trillion detection limit in the finished water. Nothing was detected at the Maffitt Water Treatment Plant in either source or finished waters.

COVID-19 testing regulations were published in early November by OSHA for employers with more than 100 employees. DMWW staff is working diligently on developing a policy for mandatory testing of employees. Even though there has been a stay of the OSHA regulations, staff has been advised to move forward with creating a policy in order to be prepared, if need be.

Adjournment – Meeting adjourned by unanimous consent.

5:05 p.m. adjourned

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

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

Tuesday, December 7, 2021

3:30 p.m.

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

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

Staff Members: Pat Bruner, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Amy Kahler, Mike McCurnin, Laura Sarcone, Jennifer Terry, and Michelle Watson

Also in Attendance: Gavin Clingham, Derek Flowers, Charlie Husser, and Lindsay Videnieks (Woodberry Associates), and Nick Laning (Advocacy Strategies)

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

1. 2022 Legislative Priorities

Ms. Terry and the representatives from Advocacy Strategies and Woodberry Associates presented Des Moines Water Works' 2022 Legislative Priorities as follows:

State Legislative Priorities

- Increase accountability, transparency, and targeted spending of state water quality funding
- Create public-private partnerships to protect source water
- Allow drainage district boards to make local level decisions about water quality

Federal Legislative Priorities

- Harmful Algal Blooms (HABs)
- PFAS
- Federal Support for Infrastructure Funding
- Maximizing Association Strategic Partnerships

2. CEO and General Manager's Comments

Mr. Corrigan noted that DMWW is beginning to feel the impact of supply chain issues with extremely long lead times for products, particularly in the Water Production area of the utility. He also reported that a check for \$963,000 has been received from the State of Iowa to cover our COVID-related expenses for sequestering DMWW employees on site at the onset of the pandemic.

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

Meeting adjourned at 4:02 p.m.

**MINUTES OF SPECIAL CALLED MEETING OF THE BOARD OF WATER WORKS
TRUSTEES PURSUANT TO NOTICE
Tuesday, December 14, 2021**

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

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

Staff members: Pat Bruner, Ted Corrigan, Kyle Danley, Doug Garnett, Amy Kahler, Laura Sarcone, and Michelle Watson

Also in attendance: John Lande (legal counsel)

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

Data and Information Technology Security Review

A motion was made by Ms. Boulton, seconded by Ms. Huppert, to go into closed session pursuant to Iowa Code § 21.5(1)(k) to discuss information and records concerning security of data and critical infrastructure, because disclosure could reasonably be expected to jeopardize life or property.

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

Ms. Munns joined the closed session in progress at 3:54 p.m.

The Board subsequently returned to open session.

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

CEO and General Manager's Comments

There were no additional comments from Mr. Corrigan.

Public Comments

There were no comments from the public.

Adjournment – Meeting adjourned by unanimous consent.

5:00 p.m. adjourned

**DES MOINES WATER WORKS
FINANCIAL STATEMENT COMMENTS
FOR THE MONTH ENDED November 30, 2021**

STATEMENT OF NET POSITION

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

Summary Net Position (in millions)

	Nov 30, 2021	Dec 31, 2020
Cash	\$25.9	\$18.6
Invested Cash	5.0	5.0
Accounts Receivable	10.1	13.0
Operating Reserves	12.3	12.3
Revenue Bond Reserves	17.3	4.9
Other Assets	5.6	5.1
Fixed Assets	569.2	569.2
Less: Accumulated Depreciation	<u>(214.8)</u>	<u>(203.1)</u>
Net Fixed Assets	354.4	366.1
Construction in Progress	<u>19.1</u>	<u>5.7</u>
 Total Assets	 <u>449.5</u>	 <u>430.5</u>
 Deferred Outflows of Resources	 8.0	 8.0
 Total Assets & Deferred Outflows of Resources	 <u>457.5</u>	 <u>438.5</u>
 Current Liabilities	 13.0	 21.5
Long-Term Liabilities	58.3	52.6
Other Liabilities	<u>1.9</u>	<u>1.9</u>
Total Liabilities	73.2	76.0
 Deferred Inflows of Resources	 7.3	 7.3
 Net Position	 <u>377.0</u>	 <u>355.2</u>
 Total Liabilities, Deferred Inflows of Resources & Net Position	 <u>457.5</u>	 <u>438.5</u>

STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	November 2021	Year to date 2021	Year to date 2020
Operating Revenue	\$ 6.3 million	\$ 76.3 million	\$ 69.9 million
Operating Expenses	\$ 4.4 million	\$ 54.5 million	\$ 52.0 million
Other Income (Expense)	\$ 0.0 million	\$ 0.0 million	\$ (0.4) million
Net Earnings	\$ 1.8 million	\$ 21.7 million	\$ 17.6 million

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

OPERATING EXPENSES

Year-to-Date Ending November 30, 2021 and 2020

	YTD Nov 2021	% of Total	YTD Nov 2020	% of Total
Labor	\$ 14,728,529	34%	\$ 14,486,585	34%
Benefits	8,158,827	19%	8,086,374	19%
Purchased Services	6,959,946	16%	7,305,582	17%
Materials and Equipment	3,279,108	8%	3,564,107	8%
Chemicals	4,666,151	11%	4,532,445	11%
Utilities/Telephone	2,995,946	7%	2,918,529	7%
Insurance	1,266,348	3%	928,730	2%
Postage	355,477	1%	409,586	1%
Other	364,086	1%	418,495	1%
	\$ 42,774,418	100%	\$ 42,650,433	100%

CHANGES IN INVESTMENTS

	Change from Prior Month	Average Annual Return
Bond Reserves	\$6,153,046	0.03%
Operating Reserves	\$25,156	0.43%
Invested Operating Cash	\$127	0.03%

Comments

Pension fund investments decreased by \$1.2 million for the month of November 2021. The pension fund balance as of November 30, 2021, was \$62.5 million.

PROJECT EXPENSES

Total expenditures for operating projects through November 2021 were approximately \$42.8 million or 84% of the operating budget. Overall expenditures on capital projects were approximately \$13.4 million or 37% of the capital budget.

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending November 30, 2021 and December 31, 2020

	2021	2020	Change
ASSETS			
Cash			
Petty Cash	\$ 1,900	\$ 2,900	
Interest Bearing Cash	25,848,760	18,574,544	
Total	\$ 25,850,660	\$ 18,577,444	\$ 7,273,215
Invested Cash			
Operating			
Cash on Hand	\$ 5,000,678	\$ 17,148	
U.S. Government Securities	-	4,947,393	
Total	\$ 5,000,678	\$ 4,964,541	\$ 36,137
Accounts Receivable			
Accounts Receivable	\$ 7,669,364	\$ 10,455,389	
Accounts Receivable Unbilled	2,451,278	2,451,278	
Accrued Interest Receivable	7,435	44,966	
Total	\$ 10,128,077	\$ 12,951,633	\$ (2,823,556)
Reserves (Invested)			
Operating			
Cash On Hand	\$ 7,278,332	\$ 2,219,105	
U.S. Government Securities	5,000,484	10,049,749	
Total	\$ 12,278,816	\$ 12,268,854	\$ 9,962
Revenue Bond Reserves (Invested)			
Cash on Hand	\$ 17,255,703	\$ 454,372	
U.S. Government Securities	-	4,441,998	
Total	\$ 17,255,703	\$ 4,896,370	\$ 12,359,332
Other Assets			
Materials in Stock Accounts	\$ 4,144,739	\$ 3,528,943	
Water Receivable Long-Term	179,121	327,217	
Prepaid Insurance	1,058,741	935,434	
Prepaid Expense	183,722	270,012	
Accum Unrealized Gain/(Loss) Invest	(1,968)	(2,213)	
Total	\$ 5,564,355	\$ 5,059,394	\$ 504,961

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending November 30, 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	(214,849,381)	(203,104,998)	
Construction in Progress	\$ 19,077,061	5,691,558	
Total Fixed Assets	\$ 373,429,611	\$ 371,788,491	\$ 1,641,120
TOTAL ASSETS	\$ 449,507,900	\$ 430,506,729	\$ 19,001,171
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Charge on Bond Refunding	\$ 515,916	\$ 515,916	
Pension Related Amounts	7,511,696	7,511,696	
Total	\$ 8,027,612	\$ 8,027,612	\$ -
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES	\$ 457,535,512	\$ 438,534,341	\$ 19,001,171

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending November 30, 2021 and December 31, 2020

	2021	2020	Change
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 435,735	\$ 2,952,917	
Construction Payables	1,587,063	7,486,462	
Salaries and Wages Payable	804,032	958,028	
Accrued Leave	3,974,240	3,974,240	
State Tax Payable	136,926	178,017	
Work Comp Reserves	449,260	449,260	
Revenue Bond Interest Payable	247,564	41,196	
Revenue Bonds Payable Current	3,832,000	3,832,000	
Deferred Revenue - Current	60,215	722,580	
Billing Service Deposits	1,478,892	907,277	
Unclaimed Refunds	9,224	9,089	
Total	\$ 13,015,151	\$ 21,511,067	\$ (8,495,916)
Long Term Liabilities			
Revenue Bond Payable	\$ 13,620,166	\$ 13,620,166	
Deferred Revenue	8,267,069	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	\$ 58,282,824	\$ 52,566,178	\$ 5,716,646
Other Liabilities			
Deposits by Consumers	\$ 1,931,607	\$ 1,893,792	
Project H2O	254	2,020	
Miscellaneous Liabilities	(1,014)	1,811	
Total	\$ 1,930,847	\$ 1,897,624	\$ 33,223
TOTAL LIABILITIES	\$ 73,228,823	\$ 75,974,869	\$ (2,746,046)
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	\$ 376,984,532	\$ 355,237,315	\$ 21,747,217
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION	\$ 457,535,512	\$ 438,534,341	\$ 19,001,171

Des Moines Water Works
Statement of Earnings and Retained Earnings
For the Month Ended November 30, 2021, the Eleven Months Ending November 30, 2021
and the Eleven Months Ending November 30, 2020

	Current Month 2021	Year-To-Date 2021	Yearly Budget 2021	Actual vs. Budget Variance	Year-To-Date 2020	Year-To-Date Current vs. Prior Year
OPERATING REVENUE						
Water Sales	\$ 5,551,478	\$ 68,757,631	\$ 68,511,078	\$ 246,553	\$ 61,680,851	\$ 7,076,780
Sewer Services - Runnells	6,933	87,465	87,400	65	88,093	(628)
Late Fees	41,934	362,931	320,000	42,931	305,698	57,233
Billed Debt Service	199,551	2,195,059	2,414,693	(219,634)	2,194,235	824
Other Sales and Services	160,119	1,678,127	2,974,184	(1,296,057)	2,381,748	(703,621)
Billing Services Revenue	168,442	1,659,482	1,887,383	(227,901)	1,583,996	75,486
Land Use Revenue	13,854	170,317	245,000	(74,683)	155,301	15,016
Connection Fees	61,225	674,228	600,000	74,228	875,672	(201,444)
Purchase Capacity	60,215	662,365	-	662,365	658,923	3,442
Cash Discount and Refunds	162	2,480	-	2,480	2,540	(60)
Total Operating Revenues	\$ 6,263,913	\$ 76,250,085	\$ 77,039,738	\$ (789,653)	\$ 69,927,057	\$ 6,323,028
OPERATING EXPENSES						
Labor	\$ 1,206,474	\$ 14,728,529	\$ 17,143,482	\$ 2,414,953	\$ 14,486,585	\$ (241,944)
Benefits	294,405	3,573,673	3,839,474	265,801	3,410,345	(163,328)
Retirement Benefits	381,524	4,585,154	5,104,162	519,008	4,676,029	90,875
Postage	23,110	355,477	490,900	135,423	409,586	54,109
Telephone	27,211	244,688	285,500	40,812	273,408	28,720
Insurance	106,688	1,266,348	1,440,000	173,652	928,730	(337,618)
Casualty Loss	4,461	114,450	100,000	(14,450)	49,384	(65,066)
Loss on Bad Accounts	(87)	(18,005)	150,000	168,005	152,392	170,397
Purchased Services	410,683	6,959,946	9,804,921	2,844,975	7,305,582	345,636
Training	4,063	53,438	162,390	108,952	19,075	(34,363)
Materials and Equipment	308,387	3,279,108	3,745,252	466,144	3,564,107	284,999
Chemicals	399,297	4,666,151	5,264,024	597,873	4,532,445	(133,706)
Utilities	182,498	2,751,258	2,972,976	221,718	2,645,121	(106,137)
Gasoline/Fuel	19,459	214,203	235,818	21,615	197,644	(16,559)
Total Operating Expense	\$ 3,368,173	\$ 42,774,418	\$ 50,738,899	\$ 7,964,481	\$ 42,650,433	\$ (123,985)
Depreciation Expense	\$ 1,064,480	11,744,383	12,844,080	1,099,697	9,322,531	(2,421,852)
Net Income from Operations	1,831,260	21,731,284	13,456,759	8,274,525	17,954,093	3,777,191
Other Income (Expense) :						
Capital Contributions	\$ -	\$ 446,230	\$ -	\$ 446,230	\$ -	\$ 446,230
Contributions From Subdividers	-	-	-	-	-	-
Investment Income	53,643	134,901	174,290	(39,389)	213,317	(78,416)
Net Change - Investment Values	(4,955)	(112,039)	-	(112,039)	(43,378)	(68,661)
Interest Expense / Amortization	(41,196)	(453,159)	(493,583)	40,424	(549,555)	96,396
Gain/Loss on Fixed Assets	-	-	-	-	-	-
Other Income/Expense	-	-	-	-	-	-
Other Income (Expense), net	\$ 7,492	\$ 15,933	\$ (319,293)	\$ 335,226	\$ (379,616)	\$ 395,549
Net Earnings	<u>\$ 1,838,752</u>	<u>\$ 21,747,217</u>	<u>\$ 13,137,466</u>	<u>\$ 8,609,751</u>	<u>\$ 17,574,477</u>	<u>\$ 4,172,740</u>
Retained Earnings, January 1		\$ 355,237,315			\$ 329,461,785	
Ending Retained Earnings		<u>\$ 376,984,532</u>			<u>\$ 347,036,262</u>	

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
FOR THE MONTH ENDED NOVEMBER 30, 2021**

BOND RESERVES

	Balance at 10/31/2021	Additions	Deductions	Balance at 11/30/2021
Cash on Hand	\$6,702,657	14,953,546	4,400,500	\$17,255,703
U.S. Government Securities	4,400,000	0	4,400,000	0
Total Bond Reserves	\$11,102,657	\$14,953,546	\$8,800,500	\$17,255,703

The average annual interest earned was 0.03%.

INVESTED RESERVES

	Balance at 10/31/2021	Additions	Deductions	Balance at 11/30/2021
Operating				
Cash on Hand	\$3,251,999	4,026,333	-	\$7,278,332
U.S. Government Securities	9,001,662	-	4,001,178	5,000,484
Total Invested Reserves	\$12,253,660	\$4,026,333	\$4,001,178	\$12,278,816

The average annual interest earned was 0.43%.

INVESTED OPERATING CASH

	Balance at 10/31/2021	Additions	Deductions	Balance at 11/30/2021
Operating				
Cash on Hand	\$5,000,551	128	-	\$5,000,678
U.S. Government Securities	0	-	-	0
Total Invested Reserves	\$5,000,551	\$128	\$0	\$5,000,678

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 11/30/2021	YTD % Return
<i>Fixed Income</i>						
Mellon Capital Mgmt - Bond Market Index	6,969,733	3,332,992	(3,328,898)	(103,792)	6,870,035	-1.61%
Neuberger Berman / Mellon / DDJ - High Yield I	2,434,418	(35,784)		75,686	2,474,320	3.10%
Principal Global Investors - Income	20,926,821	863,160	19,971	(325,774)	21,484,178	-1.52%
<i>Large U.S. Equity</i>						
Principal Global Investors - Equity Income	6,706,117	(787,899)		1,042,578	6,960,795	16.30%
Principal Global Investors - Large Cap S&P 500 Index	4,049,150	(622,040)		884,993	4,312,103	23.11%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,696,765	(909,395)		1,290,112	7,077,482	20.29%
<i>Small/Mid U.S. Equity</i>						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	991,613	(97,874)		137,242	1,030,981	14.27%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	488,129	(113,551)		125,662	500,241	28.64%
AB / Brown / Emerald - Small Cap Growth I	494,522	(26,328)		27,968	496,162	5.79%
LA Capital Mgmt / Victory - Mid Cap Value I	979,917	(208,530)		223,381	994,767	24.90%
<i>International Equity</i>						
Causeway / Barrow Hanley - Overseas	2,666,330	(614,035)		146,066	2,198,361	5.62%
Principal Global Investors / DFA - International Small Cap	1,792,775	(879,822)		121,942	1,034,895	8.82%
Principal Global Investors - Diversified International	4,069,158	1,086,818		150,799	5,306,776	3.49%
Origin Asset Management LLP - Origin Emerging Markets	1,792,680	82,974		(76,699)	1,798,956	-4.31%
Total Principal Financial	\$ 61,058,128	\$ 1,070,685	\$ (3,308,927)	\$ 3,720,164	\$ 62,540,050	6.23%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

	YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating						
Office of the CEO/General Manager	\$1,203,011	\$1,455,957	\$0	\$1,455,957	\$252,946	83%
Customer Service	\$3,891,119	\$4,798,359	\$0	\$4,798,359	\$907,240	81%
Engineering	\$1,722,589	\$2,260,408	\$0	\$2,260,408	\$537,819	76%
Finance	\$3,877,213	\$4,549,037	\$0	\$4,549,037	\$671,824	85%
Human Resources	\$660,326	\$750,326	\$0	\$750,326	\$90,000	88%
Information Technology	\$2,682,315	\$3,062,908	\$6,494	\$3,069,402	\$387,087	87%
Office of the Chief Operating Officer	\$2,826,726	\$3,259,666	\$0	\$3,259,666	\$432,940	87%
Water Distribution	\$7,713,264	\$8,996,648	\$0	\$8,996,648	\$1,283,384	86%
Water Production	\$18,197,855	\$21,605,590	\$40,000	\$21,645,590	\$3,447,735	84%
Total Operating	\$42,774,418	\$50,738,899	\$46,494	\$50,785,393	\$8,010,974	84%
Capital						
Office of the CEO/General Manager	\$0	\$0	\$0	\$0	\$0	No Budget
Customer Service	\$817,823	\$1,361,003	\$0	\$1,361,003	\$543,180	60%
Engineering	\$10,829,783	\$19,924,726	\$11,046,866	\$30,971,592	\$20,141,809	35%
Finance	\$0	\$0	\$0	\$0	\$0	No Budget
Human Resources	\$0	\$0	\$0	\$0	\$0	No Budget
Information Technology	\$196,564	\$280,463	\$0	\$280,463	\$83,899	70%
Office of the Chief Operating Officer	\$0	\$0	\$0	\$0	\$0	No Budget
Water Distribution	\$677,423	\$1,162,040	\$0	\$1,162,040	\$484,617	58%
Water Production	\$914,150	\$1,779,342	\$484,887	\$2,264,229	\$1,350,079	40%
Total Capital	\$13,435,743	\$24,507,575	\$11,531,753	\$36,039,327	\$22,603,584	37%
Total Project Costs	\$56,210,161	\$75,246,474	\$11,578,247	\$86,824,721	\$30,614,558	65%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

Office of the CEO/General Manager

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
950-200	New Business, Community & Economic Dev	\$63,062	\$78,289	\$0	\$78,289	\$15,227	81%
996-001	CEO Department Administration	\$506,479	\$342,684	\$0	\$342,684	(\$163,795)	148%
996-030	Board Activities	\$228,370	\$603,538	\$0	\$603,538	\$375,168	38%
996-200	Business Strategies	\$203,317	\$225,840	\$0	\$225,840	\$22,523	90%
996-210	Project Management	\$119,507	\$50,276	\$0	\$50,276	(\$69,231)	238%
995-010	Public Policy - WS Advocate	\$82,276	\$155,330	\$0	\$155,330	\$73,054	53%
Total Operating		\$1,203,011	\$1,455,957	\$0	\$1,455,957	\$252,946	83%
OCEO Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	\$0
Total Office of CEO/General Manager		\$1,203,011	\$1,455,957	\$0	\$1,455,957	\$252,946	83%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

Customer Service

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
950-001	Cust Svc Dept Administration	\$1,702,566	\$2,048,002	\$0	\$2,048,002	\$345,436	83%
950-100	Contact Center Operations	\$902,887	\$1,176,578	\$0	\$1,176,578	\$273,691	77%
950-300	Communications/PR	\$201,896	\$202,081	\$0	\$202,081	\$185	100%
950-600	Field Customer Service	\$1,083,770	\$1,371,698	\$0	\$1,371,698	\$287,928	79%
	Total Operating	\$3,891,119	\$4,798,359	\$0	\$4,798,359	\$907,240	81%
Capital							
955-060	Field Cust Svc Capital	\$814,628	\$1,361,003	\$0	\$1,361,003	\$546,375	60%
955-100	Contact Center Capital	\$368	\$0	\$0	\$0	(\$368)	No Budget
925-160	Radio Frequency Project	\$2,826	\$0	\$0	\$0	(\$2,826)	No Budget
	Total Capital	\$817,823	\$1,361,003	\$0	\$1,361,003	\$543,180	60%
Total Customer Service		\$4,708,942	\$6,159,362	\$0	\$6,159,362	\$1,450,420	76%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% 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	\$1,568,498	\$1,558,508	\$0	\$1,558,508	(\$9,990)	101%
940-010	Engineering Studies	\$154,091	\$701,900	\$0	\$701,900	\$547,809	22%
	Total Operating	\$1,722,589	\$2,260,408	\$0	\$2,260,408	\$537,819	76%
Capital							
945-010	Facility Management	\$663,564	\$3,106,382	\$1,506,270	\$4,612,652	\$3,949,088	14%
945-011	West Des Moines ASR	\$38	\$0	\$0	\$0	(\$38)	No Budget
945-080	WMR - Des Moines	\$3,368,460	\$5,575,711	\$1,768,000	\$7,343,711	\$3,975,251	46%
945-090	WMR - Polk County	\$121,799	\$3,263,490	\$900,000	\$4,163,490	\$4,041,691	3%
945-095	WMR - Windsor Heights	\$348,934	\$15,000	\$600,000	\$615,000	\$266,066	57%
945-100	WMR - Pleasant Hill	\$1,177,341	\$1,791,323	\$0	\$1,791,323	\$613,982	66%
945-180	Raw Water McMullen	\$434,492	\$745,373	\$703,040	\$1,448,413	\$1,013,921	30%
945-200	Development Plan Review & Inspection	\$327,855	\$364,007	(\$6,494)	\$357,513	\$29,658	92%
945-210	Core Network Feeder Mains	\$2,560	\$0	\$0	\$0	(\$2,560)	No Budget
945-220	Fleur Drive Treatment Plant	\$2,479,390	\$4,342,203	\$3,881,050	\$8,223,253	\$5,743,863	30%
945-225	McMullen Treatment Plant	\$0	\$0	\$0	\$0	\$0	No Budget
945-228	Saylorville Water Treatment Plant	\$345,773	\$658,657	\$215,000	\$873,657	\$527,884	40%
945-230	Remote Facilities - Pumping & Storage	\$59,530	\$0	\$50,000	\$50,000	(\$9,530)	119%
945-235	Joint NW Storage, PS and Feeder Mains	\$946,957	\$33,162	\$1,430,000	\$1,463,162	\$516,205	65%
945-245	Joint SW Storage, PS and Feeder Mains	\$521,231	\$29,418	\$0	\$29,418	(\$491,813)	1772%
945-250	Waukee-Xenia Feeder Main & Pump Station	\$31,858	\$0	\$0	\$0	(\$31,858)	No Budget
	Total Capital	\$10,829,783	\$19,924,726	\$11,046,866	\$30,971,592	\$20,141,809	35%
Total Engineering		\$12,552,372	\$22,185,134	\$11,046,866	\$33,232,000	\$20,679,628	38%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% 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	\$989,183	\$1,153,596	\$0	\$1,153,596	\$164,413	86%
930-010	Financial Services	\$1,823,684	\$2,097,598	\$0	\$2,097,598	\$273,914	87%
930-090	Purchasing	\$87,492	\$83,661	\$0	\$83,661	(\$3,831)	105%
950-410	A/R Management	\$726,011	\$887,746	\$0	\$887,746	\$161,735	82%
970-010	Central Stores	\$95,769	\$126,437	\$0	\$126,437	\$30,668	76%
970-500	GDMBG Operations and Maintenance	\$155,074	\$199,999	\$0	\$199,999	\$44,925	78%
	Total Operating	\$3,877,213	\$4,549,037	\$0	\$4,549,037	\$671,824	85%
Capital							
955-090	Pmt/Mail Processing Capital	\$0	\$0	\$0	\$0	\$0	No Budget
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Finance		\$3,877,213	\$4,549,037	\$0	\$4,549,037	\$671,824	85%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% 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	\$256,104	\$274,771	\$0	\$274,771	\$18,667	93%
910-010	Employee Relations	\$199,763	\$237,733	\$0	\$237,733	\$37,970	84%
910-060	Employment	\$61,494	\$52,765	\$0	\$52,765	(\$8,729)	117%
910-110	Compensation/Benefits	\$116,795	\$126,168	\$0	\$126,168	\$9,373	93%
910-150	Employee Learning & Growth	\$26,169	\$58,889	\$0	\$58,889	\$32,720	44%
Total Operating		\$660,326	\$750,326	\$0	\$750,326	\$90,000	88%
Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$660,326	\$750,326	\$0	\$750,326	\$90,000	88%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

Information Technology

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
920-001	IT Dept Administration	\$616,051	\$727,515	\$0	\$727,515	\$111,464	85%
920-160	Technical Services	\$198,263	\$277,674	\$0	\$277,674	\$79,411	71%
920-240	IT Development & Application Svcs	\$21,774	\$67,756	\$0	\$67,756	\$45,982	32%
920-250	IT Services	\$1,138,208	\$1,218,308	\$6,494	\$1,224,802	\$86,594	93%
920-350	System Services	\$708,020	\$771,655	\$0	\$771,655	\$63,635	92%
	Total Operating	\$2,682,315	\$3,062,908	\$6,494	\$3,069,402	\$387,087	87%
Capital							
925-010	Info Systems Capital	\$196,564	\$280,463	\$0	\$280,463	\$83,899	70%
	Total Capital	\$196,564	\$280,463	\$0	\$280,463	\$83,899	70%
Total Information Technology		\$2,878,879	\$3,343,371	\$6,494	\$3,349,865	\$470,986	86%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

Office of the Chief Operating Officer

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
993-000	OCOO Dept Administration	\$63,993	\$51,859	\$0	\$51,859	(\$12,134)	123%
960-510	Risk & Incident Management	\$677,430	\$846,150	\$0	\$846,150	\$168,720	80%
910-240	Safety	\$155,872	\$250,570	\$0	\$250,570	\$94,698	62%
970-060	Grounds Maintenance	\$570,349	\$752,006	\$0	\$752,006	\$181,657	76%
	Department Operating	\$1,467,645	\$1,900,585	\$0	\$1,900,585	\$432,940	77%
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	\$2,826,726	\$3,259,666	\$0	\$3,259,666	\$432,940	87%
Capital							
	Total Capital	\$0	\$0	\$0	\$0	\$0	No Budget
Total Office of the COO		\$2,826,726	\$3,259,666	\$0	\$3,259,666	\$432,940	87%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% 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	\$3,304,755	\$3,878,675	\$0	\$3,878,675	\$573,920	85%
960-010	Distribution Administration	\$109,679	\$109,662	\$0	\$109,662	(\$17)	100%
960-100	Dist System Maint/Repairs	\$2,698,627	\$2,881,596	\$0	\$2,881,596	\$182,969	94%
960-160	Water Distribution Support	\$423,325	\$540,292	\$0	\$540,292	\$116,967	78%
960-180	Leak Detection	\$637,953	\$679,311	\$0	\$679,311	\$41,358	94%
960-250	Distribution Billed Services	\$399,681	\$689,034	\$0	\$689,034	\$289,353	58%
960-500	Distribution Water Quality	\$139,245	\$218,078	\$0	\$218,078	\$78,833	64%
	Total Operating	\$7,713,264	\$8,996,648	\$0	\$8,996,648	\$1,283,384	86%
Capital							
965-010	Distribution System Improvements	\$662,701	\$1,134,340	\$0	\$1,134,340	\$471,639	58%
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	\$677,423	\$1,162,040	\$0	\$1,162,040	\$484,617	58%
Total Water Distribution		\$8,390,688	\$10,158,688	\$0	\$10,158,688	\$1,768,000	83%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended November 30, 2021
92% of Year Completed

Water Production

		YTD Actual	Yearly Budget 2021	Budget Adjustment / Carry Over	Net Yearly 2021 Budget	Variance	% of Budget
Operating							
970-110	Facility Maintenance	\$506,120	\$579,077	\$0	\$579,077	\$72,957	87%
970-200	Vehicle Maintenance	\$866,026	\$1,031,156	\$0	\$1,031,156	\$165,130	84%
970-360	Communication Sys Maintenance	\$15,272	\$48,222	\$0	\$48,222	\$32,950	32%
970-450	HVAC Operations & Maintenance	\$115,585	\$136,347	\$0	\$136,347	\$20,762	85%
980-001	Water Production Dept Admin	\$3,491,841	\$3,837,608	\$0	\$3,837,608	\$345,767	91%
980-010	Water Production Operations	\$996,933	\$1,053,107	\$0	\$1,053,107	\$56,174	95%
980-020	Fleur Treatment Chem/Energy	\$5,259,132	\$5,771,359	\$0	\$5,771,359	\$512,227	91%
980-030	McMullen Treatment Chem/Energy	\$2,088,007	\$3,059,618	\$0	\$3,059,618	\$971,611	68%
980-040	Saylorville Treatment Chem/Energy	\$766,746	\$1,025,131	\$0	\$1,025,131	\$258,385	75%
980-200	Fleur Plant Maintenance	\$1,366,852	\$1,823,563	\$0	\$1,823,563	\$456,711	75%
980-250	McMullen Plant Maintenance	\$390,798	\$519,243	\$40,000	\$559,243	\$168,445	70%
980-300	Saylorville Plant Maintenance	\$364,597	\$519,067	\$0	\$519,067	\$154,470	70%
980-350	WP Maintenance Oversight	\$134,319	\$208,270	\$0	\$208,270	\$73,951	64%
980-410	Louise P. Moon Pumping & Maint.	\$453,759	\$512,756	\$0	\$512,756	\$58,997	88%
980-420	PC PS Maintenance	\$135,290	\$150,142	\$0	\$150,142	\$14,852	90%
980-430	DM Remote Storage & Pumping	\$582,186	\$631,990	\$0	\$631,990	\$49,804	92%
980-500	Routine Laboratory Monitoring	\$588,648	\$563,490	\$0	\$563,490	(\$25,158)	104%
980-530	Source Water Quality	\$75,744	\$135,444	\$0	\$135,444	\$59,700	56%
	Total Operating	\$18,197,855	\$21,605,590	\$40,000	\$21,645,590	\$3,447,735	84%
Capital							
985-010	Water Production Reinvestment	\$639,072	\$964,427	\$192,887	\$1,157,314	\$518,242	55%
975-010	Vehicle Capital	\$275,078	\$814,915	\$292,000	\$1,106,915	\$831,837	25%
	Total Capital	\$914,150	\$1,779,342	\$484,887	\$2,264,229	\$1,350,079	40%
Total Water Production		\$19,112,005	\$23,384,932	\$524,887	\$23,909,819	\$4,797,814	80%

**Consent Agenda
Item 1-C**

MONTHLY SCHEDULE FOR THE MONTH OF NOVEMBER 2021

ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	6,460,659.38
EMPLOYEE PAYROLL	Bi Weekly Payrolls	<u>752,106.83</u>
TOTAL		<u><u>\$7,212,766.21</u></u>

PAYMENTS FOR NOVEMBER, 2021

PeopleSoft Financials

Report ID: DWAPR002.sqr

<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
102	Treasurer State of Iowa	Iowa State Sales Tax Payable	\$70,170.00
106	Treasurer State of Iowa	Iowa State Sales Tax Payable	81,754.00
111	Treasurer State of Iowa	Iowa Water Excise Tax Payable	96,180.00
114	Treasurer State of Iowa	Iowa Water Excise Tax Payable	124,165.00
111221	Des Moines Water Works Credit Union	Credit Union Payable	32,300.00
112421	Des Moines Water Works Credit Union	Credit Union Payable	32,457.00
113021	Discovery Benefits	Flex Spending - Reimbursements	1,477.88
211112	Principal Life Insurance	Deferred Compensation Payable	57,551.66
211124	Principal Life Insurance	Deferred Compensation Payable	57,479.28
257089	Master Single Payment Vendor	Refunds	134.21
257090	Master Single Payment Vendor	Refunds	1,542.25
257091	Master Single Payment Vendor	Refunds	101.57
257092	Master Single Payment Vendor	Refunds	118.58
257093	Master Single Payment Vendor	Refunds	10.98
257094	Master Single Payment Vendor	Refunds	26.94
257095	Master Single Payment Vendor	Refunds	25.60
257096	Master Single Payment Vendor	Refunds	6.97
257097	Master Single Payment Vendor	Refunds	30.73
257098	Master Single Payment Vendor	Refunds	308.24
257099	Master Single Payment Vendor	Refunds	66.91
257100	Master Single Payment Vendor	Refunds	55.37
257101	Master Single Payment Vendor	Refunds	217.22
257102	Master Single Payment Vendor	Refunds	315.78
257103	Master Single Payment Vendor	Refunds	11.29
257104	Master Single Payment Vendor	Refunds	9.00
257105	Master Single Payment Vendor	Refunds	33.37
257106	Master Single Payment Vendor	Refunds	53.18
257107	Master Single Payment Vendor	Refunds	860.00
257108	Master Single Payment Vendor	Refunds	572.46
257109	Master Single Payment Vendor	Refunds	2,163.50
257110	Master Single Payment Vendor	Refunds	134.58
257111	Master Single Payment Vendor	Refunds	122.65
257112	Master Single Payment Vendor	Refunds	8.80
257113	Master Single Payment Vendor	Refunds	57.50
257114	Voided Check		0.00
257115	Master Single Payment Vendor	Refunds	110.66
257116	Master Single Payment Vendor	Refunds	97.53
257117	Master Single Payment Vendor	Refunds	69.98
257118	Master Single Payment Vendor	Refunds	5.71
257119	Master Single Payment Vendor	Refunds	119.11
257120	Master Single Payment Vendor	Refunds	42.17
257121	Master Single Payment Vendor	Refunds	102.83
257122	Master Single Payment Vendor	Refunds	128.04
257123	Voided Check		0.00
257124	Acme Tools	Materials & Supplies	347.24
257125	Ahlers, Cooney, PC	Legal Fees	2,073.50
257126	Air-Mach Air Compressor &	Materials & Supplies	249.00
257127	Alex Vizcarra	Safety Boots	74.84
257128	Amazon Capital Services Inc	Materials & Supplies	491.43
257129	Baldwin Supply Company	Vehicle Maintenance Materials	26.72
257130	Bearing Headquarters Company	Vehicle Maintenance Materials	1,576.19
257131	Beeline Blue	Purchased Services	16.00
257132	CFI Tire Service	Vehicle Maintenance Materials	2,320.00
257133	CPI International	Inventory	2,370.70
257134	Capital Sanitary Supply	Inventory	567.24
257135	Carquest	Vehicle Maintenance Materials	10.49
257136	CenturyLink	Telephone Services	283.74

PAYMENTS FOR NOVEMBER, 2021

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257137	Chuck Christensen	Consultants	598.00
257138	Cintas	Materials & Supplies	1,364.60
257139	City Supply Corporation	Materials & Supplies	410.80
257140	City of Des Moines	Purchased Services	310.00
257141	City of Des Moines	Contractors	365.00
257142	Construction & Aggregate Products, Inc.	Inventory	428.00
257143	Crescent Electric Supply Company	Materials & Supplies	926.17
257144	DXP	Inventory	103.85
257145	Darrell Blair	Safety Boots	149.95
257146	Data Source Media	Inventory	1,460.80
257147	DeJong Greenhouse	Park Materials	476.95
257148	Dex Media	Advertising	68.00
257149	Douglas K. Oscarson	Consultants	1,787.10
257150	Electrical Engineering & Equipment Co.	Materials & Supplies	240.47
257151	Fastenal Company	Materials & Supplies	261.51
257152	Ferguson Enterprises, Inc #522	Vehicle Maintenance Materials	74.56
257153	Fisher Scientific	Materials & Supplies	59.51
257154	For Sure Roofing	Contractors	1,573.83
257155	Force Fitters	Employee Job Costs	908.00
257156	General Fire & Safety Equipment	Purchased Services	10.00
257157	Graybar Electric Company	Inventory	847.29
257158	Home City Ice	Park Materials	123.75
257159	Industrial Glassware	Materials & Supplies	1,760.83
257160	Industrial Scientific Corporation	Dues and Memberships	2,315.03
257161	Ingersoll Rand	Inventory	1,167.01
257162	Iowa Concrete Cutting	Contractors	450.00
257163	Iowa Public Radio	Advertising	1,296.00
257164	Jennifer Puffer	Conference and Materials & Supplies	344.37
257165	John Lins	Conference and Materials & Supplies	524.69
257166	Josh Russell	Conference, Mileage and Materials & Supplies	602.84
257167	Lounsbury Landscaping	Materials & Supplies	1,268.48
257168	McMaster-Carr Supply Company	Materials & Supplies	2,401.45
257169	Menard's	Materials & Supplies	195.79
257170	Menard's	Vehicle Maintenance Materials	8.32
257171	Mid American Energy	Utilities - Electric & Natural Gas	24.70
257172	Midwest Office Technology, Inc.	Printing & Copies	902.55
257173	Mike McCurnin	Conference	458.92
257174	Murphy Tractor & Equipment	Vehicle Maintenance Materials	588.98
257175	Northern Tool and Equipment	Materials & Supplies	119.99
257176	O'Reilly Auto Parts	Vehicle Maintenance Materials	13.17
257177	P & P Small Engines, Inc.	Purchased Services	398.97
257178	Penny Perkins	Licenses & Certifications	110.00
257179	Plumb Supply Company	Materials & Supplies	932.47
257180	Premier Safety	Inventory	851.08
257181	Radwell International	Inventory	163.84
257182	Ramco Innovations	Inventory	181.75
257183	SEI Security Equipment, Inc	Materials & Supplies	506.96
257184	Servpro	Purchased Services	1,500.28
257185	Star Equipment, Ltd.	Contractors	108.00
257186	Stetson Building Products	Inventory	257.31
257187	Steve Birkestrand	Safety Boots & Safety Glasses	535.45
257188	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	14.40
257189	Storey-Kenworthy Company	Office Supplies	192.37
257190	TPx Communications	Contractors	720.99
257191	Team Services, Inc.	Contractors	225.15
257192	Tompkins Industries, Inc.	Vehicle Maintenance Materials	14.25
257193	ULINE	Materials & Supplies	46.26

PAYMENTS FOR NOVEMBER, 2021

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257194	UPS	Delivery/Freight	33.34
257195	USA Bluebook	Inventory	2,464.52
257196	USA Safety Supply Corp	Inventory	131.12
257197	VWR International LLC	Inventory	711.36
257198	Valley Environmental	Purchased Services	142.50
257199	Van Meter Industrial, Inc.	Vehicle Maintenance Materials	85.37
257200	Van-Wall Group	Vehicle Maintenance Materials	864.13
257201	Vander Haags, Inc.	Vehicle Maintenance Materials	360.00
257202	Warren Water District	Purchased Services	2,274.80
257203	West Des Moines Water Works	Sewer	56.53
257204	Ziegler Inc.	Contractors	415.54
257205	Air Products	Inventory	3,211.81
257206	B & C Commercial Cleaning L.C.	Purchased Services	4,600.00
257207	Badger Daylighting	Contractors	4,925.03
257208	Bentley Systems, Inc.	Maintenance Contracts	6,422.40
257209	Bonnie's Barricades	Contractors	2,969.15
257210	C. H. McGuinness Company, Inc.	Materials & Supplies	11,310.00
257211	CTI Ready Mix	Concrete	3,215.00
257212	Chemtrade Chemicals US LLC	Inventory	15,270.60
257213	City of Alleman	Alleman Payable	9,062.89
257214	City of Cumming	Billing Service Revenue	8,501.47
257215	City of Des Moines	Contractors	4,288.19
257216	City of Pleasant Hill	Billing Service Revenue	241,429.25
257217	City of Runnells	Billing Service Revenue	6,303.59
257218	City of Windsor Heights	Billing Service Revenue	56,711.99
257219	Core and Main	Inventory	11,003.36
257220	Dixie Petro-Chem, Inc.	Inventory	13,620.69
257221	DuBois Chemicals, INC	Inventory	10,215.33
257222	Eurofins Abraxis LLC	Inventory	3,038.32
257223	Evoqua Water Technologies LLC	Materials & Supplies	90,110.00
257224	Grainger, Inc.	Vehicle Maintenance Materials	3,394.22
257225	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	27,270.05
257226	Hach Chemical Company	Materials & Supplies	35,646.52
257227	Henkel Construction Company	Contractors	127,775.00
257228	HomeServe USA	Billing Service Revenue	208,154.60
257229	Iowa One Call	Purchased Services	4,858.40
257230	Kemira Water Solutions, Inc	Inventory	6,161.02
257231	MH Equipment	Vehicle Maintenance Materials	6,021.92
257232	MW Media Consultants, LLC	Consultants	4,000.00
257233	Mail Services LLC	Postage	8,271.87
257234	Mississippi Lime Company	Inventory	45,654.23
257235	Municipal Supply, Inc.	Inventory	16,670.70
257236	Polk County	Billing Service Revenue	59,847.52
257237	Polk County Treasurer	Billing Service Revenue	28,130.14
257238	Pratum, Inc	Purchased Services	7,050.00
257239	Progressive Machine Tool	Tools	36,793.32
257240	Stanley Consultants	Contractors	9,384.00
257241	SymTec	Maintenance Contracts	2,855.20
257242	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	42,003.99
257243	Veenstra & Kimm, Inc.	Contractors	13,036.00
257244	Verizon Wireless Messaging Service	Cell Phones	4,918.28
257245	Voya Financial	Insurance Withholding	9,399.89
257246	Woodland Lake Estate Association	Woodland Lakes Estates Payable	4,450.00
257247	Master Single Payment Vendor	Refunds	1,730.52
257248	Master Single Payment Vendor	Refunds	62.03
257249	Master Single Payment Vendor	Refunds	49.93
257250	Master Single Payment Vendor	Refunds	352.36

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257251	Master Single Payment Vendor	Refunds	113.63
257252	Master Single Payment Vendor	Refunds	1,965.35
257253	Master Single Payment Vendor	Refunds	9.48
257254	Master Single Payment Vendor	Refunds	70.08
257255	Master Single Payment Vendor	Refunds	230.74
257256	Master Single Payment Vendor	Refunds	38.77
257257	Master Single Payment Vendor	Refunds	129.86
257258	Master Single Payment Vendor	Refunds	125.19
257259	Master Single Payment Vendor	Refunds	127.77
257260	Master Single Payment Vendor	Refunds	5.90
257261	Master Single Payment Vendor	Refunds	120.96
257262	AFSCME	Union Dues Payable	70.42
257263	AFSCME Local 3861-3	Union Dues Payable	2,471.63
257264	AT&T Mobility	Cell Phones	95.43
257265	Acme Tools	Inventory	827.22
257266	Airgas North Central	Tools	2,144.89
257267	Allied Electronics	Inventory	117.17
257268	Amazon Capital Services Inc	Materials & Supplies	777.28
257269	American Engineering Testing, Inc	Contractors	2,200.00
257270	Backflow Prevention Services of Iowa, In	Training	1,000.00
257271	Baker Group	Purchased Services	1,643.00
257272	Bonnie's Barricades	Contractors	1,971.65
257273	CFI Tire Service	Vehicle Maintenance Materials	852.00
257274	Canon Financial Services INC	Printing & Copies	1,297.74
257275	Capital Sanitary Supply	Inventory	848.36
257276	Carquest	Vehicle Maintenance Materials	550.45
257277	City Supply Corporation	Materials & Supplies	1,009.03
257278	City of Des Moines	Contractors	520.00
257279	Commercial Bag & Supply Co	Inventory	295.00
257280	Copy Systems, Inc.	Printing & Copies	154.13
257281	Copycat Prints	Contractors	264.60
257282	Cottingham & Butler	Purchased Services	2,000.00
257283	Cross Precision Measurement	Contractors	1,746.74
257284	DXP	Inventory	2,178.60
257285	Denton Davis Brown PC	Legal Fees	639.50
257286	Douglas K. Oscarson	Consultants	1,787.10
257287	Dultmeier Sales LLC	Inventory	81.28
257288	Dylan Wingerson	Safety Boots	204.99
257289	Ed Clark	Mileage and Materials & Supplies	140.52
257290	Electrical Engineering & Equipment Co.	Materials & Supplies	531.70
257291	Environmental Express	Inventory	218.46
257292	Erika Hale	Mileage	99.40
257293	Fire Hose Direct	Materials & Supplies	218.52
257294	Fisher Scientific	Inventory	1,530.05
257295	For Sure Roofing	Contractors	436.80
257296	Force Fitters	Inventory	135.00
257297	Forterra	Materials & Supplies	219.00
257298	General Fire & Safety Equipment	Purchased Services	125.00
257299	Gilcrest Jewett Lumber Company	Inventory	206.16
257300	Grainger, Inc.	Materials & Supplies	779.31
257301	Graybar Electric Company	Inventory	539.58
257302	Hach Chemical Company	Inventory	2,027.62
257303	Hawkins Water Treatment Group	Inventory	357.50
257304	Hilltop Tire Services	Vehicle Maintenance Materials	469.98
257305	IDEXX Laboratories, Inc.	Materials & Supplies	2,057.03
257306	IP Pathways, LLC	Data Processing Equipment	1,959.46
257307	Ingersoll Rand	Inventory	432.70

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257308	Interstate All Battery	Inventory	41.10
257309	Iowa Association of Municipal Utilities	Training	1,850.00
257310	Voided Check		0.00
257311	Jennifer Terry	Mileage and Materials & Supplies	347.41
257312	Jeremy Swain	Safety Boots	128.02
257313	Jim Steger	Safety Boots	61.50
257314	Kyle Danley	Conference and Training	360.33
257315	Lawson Products, Inc.	Inventory	64.87
257316	MSC Industrial Supply Company	Inventory	111.52
257317	McMaster-Carr Supply Company	Inventory	402.68
257318	Mechanical Sales Parts	Purchased Services	1,513.95
257319	Megan McDowell Photography	Consultants	909.09
257320	Northern Tool and Equipment	Tools	208.99
257321	O'Halloran International	Vehicle Maintenance Materials	73.02
257322	O'Reilly Auto Parts	Vehicle Maintenance Materials	68.34
257323	Paul Johnson	Safety Boots	245.00
257324	Plumb Supply Company	Inventory	340.56
257325	Power Specialties	Inventory	486.80
257326	Precision Midwest	Materials & Supplies	419.27
257327	Premier 1 Supplies	Materials & Supplies	46.26
257328	Premier Safety	Employee Job Costs	1,347.69
257329	Protex Central, Inc.	Purchased Services	472.50
257330	ROBERT LUKAS ENTERPRISES	Materials & Supplies	939.10
257331	Rachel Brown	Materials & Supplies	227.67
257332	Ramco Innovations	Materials & Supplies	181.76
257333	Reppert Rigging & Hauling Co.	Contractors	400.00
257334	Revenue Advantage	Purchased Services	950.00
257335	Robert Allison	Training	867.68
257336	Rosemount Analytical, Inc.	Inventory	327.86
257337	Roy's Towing and Recovery	Purchased Services	145.00
257338	Servicemaster Commercial Carpet, Inc.	Purchased Services	880.00
257339	Siemens Industry Inc. c/oJasper eng	Materials & Supplies	1,925.00
257340	Sprayer Specialties, Inc.	Materials & Supplies	64.96
257341	Springer Pest Solutions DSM	Purchased Services	134.00
257342	Star Equipment, Ltd.	Vehicle Maintenance Materials	280.16
257343	Stetson Building Products	Inventory	15.75
257344	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	278.25
257345	Straub Corporation	Inventory	1,967.70
257346	Telelanguage, Inc	Purchased Services	886.72
257347	Tension Envelope Corporation	Inventory	1,548.80
257348	Tierpoint	Consultants	1,211.50
257349	Total Tool	Inventory	62.88
257350	Transcat	Materials & Supplies	379.02
257351	Truck Equipment, Inc.	Vehicle Maintenance Materials	905.79
257352	True North Controls	Inventory	238.00
257353	U.S. Autoforce	Vehicle Maintenance Materials	396.76
257354	ULINE	Materials & Supplies	73.80
257355	UPHDM Occupational Medicine	Purchased Services	279.00
257356	UPS	Delivery/Freight	78.97
257357	USA Bluebook	Materials & Supplies	2,266.88
257358	United Rentals	Inventory	490.00
257359	United States Plastic Corporation	Inventory	90.45
257360	Utility Equipment Company	Inventory	1,666.42
257361	Van Meter Industrial, Inc.	Inventory	1,079.42
257362	Verizon Connect NWF, Inc	Vehicle Maintenance Materials	1,748.00
257363	Waste Management of Iowa Inc.	Purchased Services	1,956.62
257364	Waste Solutions of Iowa	Purchased Services	1,435.00

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257365	Wex Bank	Gasoline	203.71
257366	Ziegler Inc.	Vehicle Maintenance Materials	291.26
257367	Aclara Technologies, LLC	Inventory	4,655.00
257368	AssuredPartners Great Plains LLC	Prepaid Insurance	1,122,482.70
257369	Badger Daylighting	Contractors	3,277.23
257370	C. H. McGuiness Company, Inc.	Materials & Supplies	17,422.48
257371	CTI Ready Mix	Concrete	2,945.50
257372	CarbPure	Inventory	26,950.00
257373	Central Pump and Motor	Purchased Services	17,672.15
257374	Cintas	Purchased Services	3,565.32
257375	Core and Main	Inventory	29,502.93
257376	Dickinson, Mackaman, Tyler, & Hagen, PC	Legal Fees	6,707.50
257377	Dixie Petro-Chem, Inc.	Inventory	4,105.73
257378	ESRI	Maintenance Contracts	50,000.00
257379	Global Security Services	Purchased Services	36,260.85
257380	HDR Engineering	Contractors	75,226.17
257381	Harold Beck and Sons Inc	Materials & Supplies	8,949.46
257382	Hill Bros. Asphalt	Asphalt	39,320.00
257383	Hutcheson Engineering Products Inc.	Materials & Supplies	14,743.05
257384	I'll Do It	Contractors	19,365.00
257385	Kemira Water Solutions, Inc	Inventory	12,409.97
257386	Martin Marietta Aggregates	Inventory	32,378.44
257387	Mead O'Brien, Inc.	Inventory	2,529.38
257388	Mid American Energy	Utilities - Electric & Natural Gas	143,389.56
257389	Mississippi Lime Company	Inventory	29,563.28
257390	Municipal Supply, Inc.	Inventory	27,742.06
257391	OPN Architects	Contractors	4,048.60
257392	Ottosen Oil Company	Inventory	4,692.02
257393	State Hygienic Laboratory	Purchased Services	3,911.50
257394	Synergy Contracting LLC	Contractors	399,548.48
257395	USA Safety Supply Corp	Materials & Supplies	9,015.30
257396	Unified Contracting Services	Contractors	5,800.00
257397	Univar	Inventory	5,567.60
257398	Verizon Wireless Messaging Service	Cell Phones	4,847.62
257399	Vessco	Inventory	4,682.75
257400	Wonderware	Contractors	8,000.00
257401	Master Single Payment Vendor	Refunds	95.34
257402	Master Single Payment Vendor	Refunds	149.49
257403	Master Single Payment Vendor	Refunds	136.69
257404	Master Single Payment Vendor	Refunds	40.18
257405	Master Single Payment Vendor	Refunds	5.14
257406	Master Single Payment Vendor	Refunds	6.57
257407	Master Single Payment Vendor	Refunds	106.69
257408	Master Single Payment Vendor	Refunds	53.49
257409	Master Single Payment Vendor	Refunds	15.79
257410	Master Single Payment Vendor	Refunds	26.09
257411	Master Single Payment Vendor	Refunds	139.62
257412	Master Single Payment Vendor	Refunds	93.09
257413	Master Single Payment Vendor	Refunds	11.80
257414	Master Single Payment Vendor	Refunds	116.23
257415	Master Single Payment Vendor	Refunds	806.42
257416	Master Single Payment Vendor	Refunds	129.37
257417	Master Single Payment Vendor	Refunds	1,360.23
257418	Master Single Payment Vendor	Refunds	134.71
257419	Master Single Payment Vendor	Refunds	227.29
257420	Master Single Payment Vendor	Refunds	98.93
257421	Master Single Payment Vendor	Refunds	45.41

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257422	Master Single Payment Vendor	Refunds	90.37
257423	Master Single Payment Vendor	Refunds	8.75
257424	Master Single Payment Vendor	Refunds	77.10
257425	Master Single Payment Vendor	Refunds	17.10
257426	Master Single Payment Vendor	Refunds	57.68
257427	Master Single Payment Vendor	Refunds	145.38
257428	Master Single Payment Vendor	Refunds	17.97
257429	Master Single Payment Vendor	Refunds	50.50
257430	Master Single Payment Vendor	Refunds	188.75
257431	Master Single Payment Vendor	Refunds	71.70
257432	Master Single Payment Vendor	Refunds	136.60
257433	Master Single Payment Vendor	Refunds	9.98
257434	Master Single Payment Vendor	Refunds	305.79
257435	Master Single Payment Vendor	Refunds	31.54
257436	Master Single Payment Vendor	Refunds	530.70
257437	Master Single Payment Vendor	Refunds	58.14
257438	Master Single Payment Vendor	Refunds	29.05
257439	Master Single Payment Vendor	Refunds	23.58
257440	Master Single Payment Vendor	Refunds	27.63
257441	Master Single Payment Vendor	Refunds	48.76
257442	Master Single Payment Vendor	Refunds	109.96
257443	Master Single Payment Vendor	Refunds	86.49
257444	Master Single Payment Vendor	Refunds	92.21
257445	Master Single Payment Vendor	Refunds	133.86
257446	Master Single Payment Vendor	Refunds	40.43
257447	Master Single Payment Vendor	Refunds	123.44
257448	Master Single Payment Vendor	Refunds	11.31
257449	Master Single Payment Vendor	Refunds	723.73
257450	Master Single Payment Vendor	Refunds	19.19
257451	Master Single Payment Vendor	Refunds	34.34
257452	Master Single Payment Vendor	Refunds	148.41
257453	Master Single Payment Vendor	Refunds	8.59
257454	Master Single Payment Vendor	Refunds	117.37
257455	Master Single Payment Vendor	Refunds	36.68
257456	Master Single Payment Vendor	Refunds	154.21
257457	Master Single Payment Vendor	Refunds	126.52
257458	Master Single Payment Vendor	Refunds	113.61
257459	Master Single Payment Vendor	Refunds	61.24
257460	Master Single Payment Vendor	Refunds	116.53
257461	Master Single Payment Vendor	Refunds	18.54
257462	Master Single Payment Vendor	Refunds	96.49
257463	Master Single Payment Vendor	Refunds	192.87
257464	Master Single Payment Vendor	Refunds	21.03
257465	Master Single Payment Vendor	Refunds	972.22
257466	Master Single Payment Vendor	Refunds	32.79
257467	Master Single Payment Vendor	Refunds	9.38
257468	Master Single Payment Vendor	Refunds	170.31
257469	Master Single Payment Vendor	Refunds	57.06
257470	Acme Tools	Inventory	179.10
257471	Air Products	Inventory	1,940.45
257472	Allied Electronics	Inventory	58.84
257473	Allied Wire and Cable	Inventory	270.58
257474	Amazon Capital Services Inc	Materials & Supplies	218.92
257475	Armored Knights., Inc	Purchased Services	514.80
257476	Backflow Prevention Services of Iowa, In	Casualty Losses	1,335.00
257477	Baker Group	Purchased Services	1,167.93
257478	Bearing Headquarters Company	Inventory	403.00

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257479	Blackburn Manufacturing Company	Inventory	354.46
257480	CDW	Materials & Supplies	382.45
257481	CPI International	Inventory	644.11
257482	Capital Sanitary Supply	Inventory	523.78
257483	Carquest	Vehicle Maintenance Materials	307.60
257484	Certified Power, Inc.	Vehicle Maintenance Materials	126.46
257485	Charles Christianson	Safety Glasses	324.00
257486	Cintas	Purchased Services	1,942.61
257487	City Supply Corporation	Inventory	412.99
257488	City of Des Moines	Contractors	535.00
257489	City of Des Moines	Concrete	1,238.25
257490	Combined Systems Technology, Inc.	Inventory	294.29
257491	Construction & Aggregate Products, Inc.	Vehicle Maintenance Materials	1,031.40
257492	Consumer Energy	Electrical Power	434.21
257493	Contract Specialty, L.C.	Park Materials	1,957.00
257494	Corrosion Fluid Products	Inventory	1,145.10
257495	Crane Sales & Service	Vehicle Maintenance Materials	170.85
257496	Des Moines Register	Purchased Services	125.44
257497	Donald Miller	Safety Clothing	117.69
257498	Doug Garnett	Conference, Training and Materials & Supplies	1,215.60
257499	Douglas K. Oscarson	Consultants	1,776.00
257500	Electrical Engineering & Equipment Co.	Inventory	537.12
257501	Endress and Hauser	Inventory	444.32
257502	Environmental Resource Assoc.	Materials & Supplies	542.91
257503	Erika Hale	Conference, Training and Materials & Supplies	1,262.26
257504	Fastenal Company	Materials & Supplies	134.57
257505	Fidelity Security Life	Vision Withholding	1,091.58
257506	Fire Hose Direct	Materials & Supplies	865.02
257507	First Choice Coffee	Food & Beverages	297.53
257508	Fisher Scientific	Materials & Supplies	284.86
257509	For Sure Roofing	Contractors	539.28
257510	Forklifts of Des Moines.	Vehicle Maintenance Materials	64.57
257511	Grainger, Inc.	Inventory	1,448.01
257512	Graybar Electric Company	Inventory	1,075.81
257513	Hydronic Energy, Inc.	Materials & Supplies	62.03
257514	I'll Do It	Contractors	2,305.00
257515	IDEXX Laboratories, Inc.	Materials & Supplies	595.78
257516	Image Solutions	Materials & Supplies	840.00
257517	Indelco Plastics	Inventory	135.18
257518	Ingersoll Rand	Inventory	65.83
257519	Iowa Division of Labor Services	Purchased Services	300.00
257520	Iowa MS Inc, Parts	Purchased Services	992.50
257521	Iowa Rural Water Association	Training	1,410.00
257522	LabStrong	Materials & Supplies	126.90
257523	Leah Heim	Safety Glasses	375.00
257524	Logan Contractors Supply, Inc.	Inventory	1,190.56
257525	MSC Industrial Supply Company	Inventory	1,021.03
257526	Manatts	Concrete	775.00
257527	McDonald Supply	Inventory	73.37
257528	McMaster-Carr Supply Company	Inventory	456.84
257529	Menard's	Materials & Supplies	133.11
257530	Menard's	Materials & Supplies	118.75
257531	Metro Waste Authority	Materials & Supplies	729.04
257532	Mickinen Miller	Safety Boots	131.87
257533	Midwest Wheel Companies	Vehicle Maintenance Materials	54.00
257534	Nathan Baker	Safety Boots	245.00
257535	Neptune Technology Group Inc	Inventory	2,174.27

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257536	Nite Owl Printing	Materials & Supplies	375.00
257537	Ottosen Oil Company	Vehicle Maintenance Materials	2,367.94
257538	P & P Small Engines, Inc.	Vehicle Maintenance Materials	11.99
257539	Plumb Supply Company	Materials & Supplies	891.60
257540	Power Process Equipment, Inc.	Materials & Supplies	1,276.53
257541	Premier Safety	Inventory	546.19
257542	Radwell International	Purchased Services	780.00
257543	Randy Buck	Materials & Supplies	81.77
257544	Skarshaug Testing Laboratory	Materials & Supplies	354.13
257545	Star Equipment, Ltd.	Inventory	1,360.47
257546	Stetson Building Products	Inventory	1,355.83
257547	Stivers	Vehicle Maintenance Materials	972.19
257548	Storey-Kenworthy Company	Office Supplies	218.01
257549	Strauss Security Solutions	Materials & Supplies	178.50
257550	Team Services, Inc.	Contractors	676.70
257551	Tension Envelope Corporation	Inventory	2,223.75
257552	The Shredder	Purchased Services	87.00
257553	Thermo Electron North America LLC	Materials & Supplies	1,495.21
257554	Tompkins Industries, Inc.	Employee Job Costs	105.47
257555	Tony Moro Power Coat and Blasting	Purchased Services	250.00
257556	Total Tool	Inventory	246.91
257557	Truck Equipment, Inc.	Vehicle Maintenance Materials	2,395.37
257558	ULINE	Inventory	241.15
257559	UPHDM Occupational Medicine	Purchased Services	140.00
257560	UPS	Delivery/Freight	65.16
257561	Utility Equipment Company	Inventory	873.23
257562	VWR International LLC	Inventory	233.36
257563	Van Meter Industrial, Inc.	Tools	344.83
257564	Van-Wall Group	Vehicle Maintenance Materials	22.50
257565	Vibra Screw Inc.	Inventory	315.32
257566	Wonderware	Inventory	1,116.00
257567	Bonnie's Barricades	Contractors	2,639.30
257568	CTI Ready Mix	Concrete	4,247.00
257569	CarbPure	Inventory	26,210.80
257570	Chemtrade Chemicals US LLC	Inventory	14,650.60
257571	Core and Main	Inventory	13,697.08
257572	Cortrol Process Systems	Inventory	22,085.88
257573	Dixie Petro-Chem, Inc.	Inventory	7,979.90
257574	Electric Pump	Contractors	4,622.43
257575	Employee and Family Resources	Purchased Services	7,514.88
257576	GovernmentJobs.com, Inc.	Purchased Services	6,075.87
257577	Hach Chemical Company	Contractors	8,790.28
257578	John's Tree Service, Inc.	Contractors	4,000.00
257579	Kemira Water Solutions, Inc	Inventory	12,385.23
257580	Kirkham Michael	Contractors	3,737.50
257581	Mail Services LLC	Postage	14,210.15
257582	Martin Marietta Aggregates	Inventory	27,727.25
257583	Mid American Energy	Utilities - Electric & Natural Gas	35,066.41
257584	Mississippi Lime Company	Inventory	21,484.83
257585	Municipal Supply, Inc.	Inventory	14,587.50
257586	Napa Auto Parts	Vehicle Maintenance Materials	3,398.44
257587	Renewable Energy Group	Inventory	19,503.86
257588	Servicemaster - Rice	Casualty Losses	3,126.29
257589	USA Bluebook	Inventory	3,223.52
257590	Waldinger Corporation	Contractors	7,097.87
257591	Master Single Payment Vendor	Refunds	115.17
257592	Master Single Payment Vendor	Refunds	58.69

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257593	Master Single Payment Vendor	Refunds	136.74
257594	Master Single Payment Vendor	Refunds	107.39
257595	Master Single Payment Vendor	Refunds	139.61
257596	Master Single Payment Vendor	Refunds	45.34
257597	Master Single Payment Vendor	Refunds	512.72
257598	Master Single Payment Vendor	Refunds	10.98
257599	Master Single Payment Vendor	Refunds	96.41
257600	Master Single Payment Vendor	Refunds	116.64
257601	Master Single Payment Vendor	Refunds	154.47
257602	Master Single Payment Vendor	Refunds	99.24
257603	Master Single Payment Vendor	Refunds	307.68
257604	Master Single Payment Vendor	Refunds	42.04
257605	Master Single Payment Vendor	Refunds	130.30
257606	Master Single Payment Vendor	Refunds	88.97
257607	Master Single Payment Vendor	Refunds	104.43
257608	Master Single Payment Vendor	Refunds	145.09
257609	Master Single Payment Vendor	Refunds	3,330.00
257610	AFSCME	Union Dues Payable	70.42
257611	AFSCME Local 3861-3	Union Dues Payable	2,471.63
257612	Acme Tools	Tools	857.33
257613	Air Products	Inventory	1,940.45
257614	Airgas North Central	Materials & Supplies	199.43
257615	Allied Electronics	Inventory	78.81
257616	Amazon Capital Services Inc	Materials & Supplies	888.04
257617	Badger Daylighting	Contractors	1,958.86
257618	Baker Group	Purchased Services	1,439.12
257619	Bearing Headquarters Company	Inventory	103.10
257620	C. H. McGuiness Company, Inc.	Contractors	1,273.48
257621	CPI International	Inventory	1,822.11
257622	Canon Financial Services INC	Printing & Copies	1,175.70
257623	Capital City Equipment Company	Vehicle Maintenance Materials	109.80
257624	Capital Sanitary Supply	Inventory	338.83
257625	Carquest	Vehicle Maintenance Materials	665.77
257626	CenturyLink	Telephone Services	102.72
257627	Cintas	Purchased Services	1,735.25
257628	City of Des Moines	Purchased Services	280.00
257629	Combined Systems Technology, Inc.	Materials & Supplies	1,854.29
257630	Construction & Aggregate Products, Inc.	Materials & Supplies	407.75
257631	Copy Systems, Inc.	Printing & Copies	29.62
257632	Corrosion Fluid Products	Inventory	1,453.10
257633	Cross Precision Measurement	Contractors	1,045.38
257634	DXP	Inventory	1,249.04
257635	Denton Davis Brown PC	Legal Fees	1,942.50
257636	Des Moines Iron Company	Vehicle Maintenance Materials	532.45
257637	Douglas K. Oscarson	Consultants	1,776.00
257638	Electrical Engineering & Equipment Co.	Inventory	136.71
257639	Fastenal Company	Inventory	82.05
257640	Fisher Scientific	Materials & Supplies	128.82
257641	Grainger, Inc.	Inventory	1,742.20
257642	Hawkins Water Treatment Group	Inventory	2,313.60
257643	Henkel Construction Company	Contractors	841.50
257644	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
257645	Industrial Scientific Corporation	Dues and Memberships	2,315.03
257646	Ingersoll Rand	Inventory	300.83
257647	Lawson Products, Inc.	Inventory	246.02
257648	McMaster-Carr Supply Company	Inventory	497.99
257649	Mid American Energy	Utilities - Electric & Natural Gas	837.19

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
257650	P & P Small Engines, Inc.	Materials & Supplies	107.99
257651	Perkin-Elmer Corporation	Materials & Supplies	2,445.80
257652	Pollard Company	Inventory	202.85
257653	Power Specialties	Contractors	881.32
257654	Premier Safety	Inventory	814.03
257655	Radwell International	Maintenance Contracts	1,115.84
257656	Ramco Innovations	Inventory	69.09
257657	Rexco Equipment, Inc.	Purchased Services	1,625.00
257658	Rockford Rigging	Materials & Supplies	140.00
257659	Semper Fi Fund	Charitable PR Deduction	128.00
257660	Star Equipment, Ltd.	Contractors	108.00
257661	Stetson Building Products	Tools	338.52
257662	Straub Corporation	Office Supplies	1,110.36
257663	Total Tool	Inventory	310.67
257664	U.S. Autoforce	Vehicle Maintenance Materials	302.10
257665	ULINE	Materials & Supplies	24.00
257666	USA Safety Supply Corp	Inventory	46.43
257667	United Way of Central Iowa	Charitable PR Deduction	120.00
257668	Van Meter Industrial, Inc.	Materials & Supplies	197.60
257669	Van-Wall Group	Vehicle Maintenance Materials	1,945.30
257670	Wayne Dalton of Central Iowa	Purchased Services	326.50
257671	Aclara Technologies, LLC	Inventory	29,450.00
257672	Aureon Communications	Telephone Services	3,984.30
257673	City of Windsor Heights	Contractors	392,809.50
257674	Core and Main	Inventory	4,686.50
257675	Dixie Petro-Chem, Inc.	Inventory	9,569.61
257676	Graybar Electric Company	Inventory	2,825.67
257677	Innovyze	Materials & Supplies	5,750.00
257678	Kemira Water Solutions, Inc	Inventory	6,204.98
257679	Martin Marietta Aggregates	Inventory	35,047.71
257680	Mississippi Lime Company	Inventory	54,639.62
257681	Municipal Supply, Inc.	Inventory	44,131.90
257682	On Track Construction, LLC	Contractors	63,501.18
257683	Power Seal	Inventory	3,435.21
257684	SPX FLOW US LLC	Materials & Supplies	28,324.00
257685	Stanley Consultants	Contractors	11,730.00
257686	TREMCO INC/WTI	Contractors	9,915.00
257687	USA Bluebook	Inventory	3,324.25
257688	Verizon Wireless Messaging Service	Cell Phones	6,389.38
257689	Wellmark Blue Cross & Blue Shield of IA	Purchased Services	23,774.26
257690	Zenon Environmental Corporation	Capital Materials and Supplies	171,180.00
934043	ADP, LLC	Purchased Services	8,273.47
957909	IPERS Collections	Pension Plan Contribution	315,639.93
110121	EBS	Employee Health Premiums	293,718.59
111221	Collection Services Center	Garnishment of Wages	2,447.16
111221	Treasurer State of Iowa	State Withholding Taxes Payable	26,080.34
111221	Internal Revenue Service	Withholding Taxes Payable	158,949.56
112421	Collection Services Center	Garnishment of Wages	2,426.81
112421	Treasurer State of Iowa	State Withholding Taxes Payable	26,438.82
112421	Internal Revenue Service	Withholding Taxes Payable	160,280.34
113021	EBS	Employee Health Premiums	28,904.49
113021	CBCS	Compensation Claims	14,331.97
TOTAL			\$6,460,659.38

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

Check #	Vendor	Description	Amount	Details
	none			

AGENDA ITEM FORM

SUBJECT: Central Iowa Water Works Founding Resolution

SUMMARY:

- Des Moines Water Works has been an independent municipal utility for more than 100 years and a provider of wholesale drinking water to suburban communities for nearly 90 years. Today, most of the Des Moines metro area's suburban communities purchase all or a portion of their drinking water from Des Moines Water Works.
- There has long been an interest in regional governance of drinking water production in the Des Moines metro area. More recently, neighboring suburbs have been considering construction of isolated drinking water treatment facilities to serve individual communities.
- Available water resources in the Des Moines metro area are best managed cooperatively. We can most effectively ensure fair and equitable access to water for everyone by working together.
- For this reason, in 2017 representatives from Des Moines Water Works, Urbandale Water Utility, and West Des Moines Water Works launched an investigation into regional governance options. A national financial consultant specializing in utility management was retained. A group representing communities across the metro met in open meetings throughout 2018 and 2019. A number of options were considered.
- A smaller group consisting of representatives from DMWW, UWU, and WDMWW continued to meet through the socially distant months of the pandemic in 2020 and 2021. That group published a status report in April 2021 and a final outcomes document in November 2021.
- That outcomes document describes, in broad terms, a framework that the three participating entities believe can serve as a basis for development of a cooperative agreement governing drinking water production in the Des Moines metro area.
- Today we are seeking Board affirmation, through passage of the Central Iowa Water Works Founding Resolution, to participate in the development of a Chapter 28E/28F agreement, including a public education and input process, which will ultimately support the creation of Central Iowa Water Works as an overarching, cooperative entity which will ensure equitable access to drinking water for all in the Des Moines metro area.

FISCAL IMPACT:

Financial analysis indicates regional governance of water production in the Des Moines metro area will result in the lowest total cost of drinking water production. Ultimate fiscal impact will be dependent on how many metro communities participate in the regional entity. Participation in development of the agreement as outlined in this resolution will have limited fiscal impact consisting of staff time and legal fees.

RECOMMENDED ACTION:

Pass the Central Iowa Water Works Founding Resolution.

BOARD REQUIRED ACTION:

Motion to pass the Central Iowa Water Works Founding Resolution.

<hr style="width: 100%;"/> (date)	<hr style="width: 100%;"/> (date)	 Ted Corrigan, P.E. CEO and General Manager (date)
--------------------------------------	--------------------------------------	--

CENTRAL IOWA WATER WORKS FOUNDING RESOLUTION

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

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

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

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

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

EXHIBIT A

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 Iowa.

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 CONCEPTUAL FRAMEWORK AS PRESENTED BY THE MICRO 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 Iowa 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
5. Operating/Technical Committee

Committee Membership and Responsibilities

Executive Committee. 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.

Finance & Audit Committee. 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.

Nominating Committee. 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
2. 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

Other Committees. 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 Iowa 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%

Customer Service Representatives, Meter Technician, Distribution Specialists, Distribution Supervisor, 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 Needs (5 years)			Average Daily Demand (ADD)			Max Day Demand (MDD)		
	2020	% Allocation		2020	% Allocation		2020	% Allocation
Des Moines	0.821	7.114%	Des Moines	21.60	34.729%	Des Moines	43.20	33.439%
Berwick	0.013	0.116%	Berwick	0.07	0.119%	Berwick	0.13	0.103%
Bondurant	0.580	5.027%	Bondurant	0.72	1.158%	Bondurant	1.44	1.115%
Clive	0.250	2.167%	Clive	1.80	2.894%	Clive	4.50	3.484%
Cumming	0.040	0.346%	Cumming	0.07	0.115%	Cumming	0.13	0.099%
Johnston	0.690	5.981%	Johnston	2.84	4.560%	Johnston	7.09	5.489%
Norwalk	0.400	3.467%	Norwalk	1.00	1.608%	Norwalk	1.90	1.471%
Pleasant Hill	0.110	0.954%	Pleasant Hill	1.47	2.369%	Pleasant Hill	2.45	1.893%
Polk County	0.178	1.546%	Polk County	1.46	2.344%	Polk County	2.62	2.032%
Runnells	0.012	0.102%	Runnells	0.07	0.105%	Runnells	0.12	0.091%
Warren County	-	0.000%	Warren County	0.02	0.039%	Warren County	0.04	0.033%
Warren Rural	0.188	1.628%	Warren Rural	1.75	2.814%	Warren Rural	3.52	2.726%
Windsor Heights	0.004	0.035%	Windsor Heights	0.45	0.716%	Windsor Heights	0.89	0.689%
Xenia	0.786	6.814%	Xenia	1.59	2.564%	Xenia	2.87	2.222%
Altoona	0.840	7.279%	Altoona	2.30	3.701%	Altoona	4.20	3.250%
Ankeny	2.100	18.204%	Ankeny	7.02	11.288%	Ankeny	13.93	10.786%
Grimes	0.870	7.541%	Grimes	1.85	2.975%	Grimes	3.14	2.431%
Polk City	0.147	1.274%	Polk City	0.60	0.965%	Polk City	1.26	0.975%
Urbandale	1.167	10.118%	Urbandale	4.63	7.452%	Urbandale	11.22	8.682%
Waukee	0.680	5.891%	Waukee	2.25	3.621%	Waukee	5.63	4.359%
WDMWW	1.661	14.397%	WDMWW	8.62	13.865%	WDMWW	18.90	14.631%
Total	11.537	100.000%	Total	62.19	100.000%	Total	129.18	100.000%
Total Service	0.357	3.098%	Total Service	3.61	5.807%	Total Service	6.38	4.940%
Des Moines (with)	1.178	10.212%	Des Moines (with)	25.21	40.536%	Des Moines (with)	49.58	38.379%

Exhibit 2: Allocations % Considered for Discussion

Expansion Allocation (% of Average Day Demand Included)						Change to Allocation vs 100% Growth				
	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%

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 SERVICE SCHEDULE					
SOURCES				Date	Principal	Coupon	Interest	Debt Service	Annual Debt Service
Par Amount of Bonds	208,885,000.00			12/1/2021			4,177,700	4,177,700	
Accrued Interest	0.00			6/1/2022	7,015,000	4.000%	4,177,700	11,192,700	15,370,400
Other Monies	0.00			12/1/2022			4,037,400	4,037,400	
Total Sources	208,885,000.00			6/1/2023	7,295,000	4.000%	4,037,400	11,332,400	15,369,800
USES				12/1/2023			3,891,500	3,891,500	
Deposit to Construction Account	191,000,000.00			6/1/2024	7,585,000	4.000%	3,891,500	11,476,500	15,368,000
Deposit to Reserve Account	15,372,200.00			12/1/2024			3,739,800	3,739,800	
Capitalized Interest Account	0.00			6/1/2025	7,890,000	4.000%	3,739,800	11,629,800	15,369,600
Municipal Bond Insurance	0.00			12/1/2025			3,582,000	3,582,000	
Underwriters' Discount (\$10.00 per bond)	2,088,850.00			6/1/2026	8,205,000	4.000%	3,582,000	11,787,000	15,369,000
Costs of Issuance	420,000.00			12/1/2026			3,417,900	3,417,900	
Accrued Interest	0.00			6/1/2027	8,535,000	4.000%	3,417,900	11,952,900	15,370,800
Rounding Amount	3,950.00			12/1/2027			3,247,200	3,247,200	
Total Uses	208,885,000.00			6/1/2028	8,875,000	4.000%	3,247,200	12,122,200	15,369,400
ASSUMPTIONS				12/1/2028			3,069,700	3,069,700	
Dated Date	6/1/2021			6/1/2029	9,230,000	4.000%	3,069,700	12,299,700	15,369,400
Delivery Date	6/1/2021			12/1/2029			2,885,100	2,885,100	
First Interest Date	12/1/2021			6/1/2030	9,600,000	4.000%	2,885,100	12,485,100	15,370,200
First Principal Date	6/1/2022			12/1/2030			2,693,100	2,693,100	
Last Principal Date	6/1/2041			6/1/2031	9,985,000	4.000%	2,693,100	12,678,100	15,371,200
				12/1/2031			2,493,400	2,493,400	
				6/1/2032	10,385,000	4.000%	2,493,400	12,878,400	15,371,800
				12/1/2032			2,285,700	2,285,700	
				6/1/2033	10,800,000	4.000%	2,285,700	13,085,700	15,371,400
				12/1/2033			2,069,700	2,069,700	
				6/1/2034	11,230,000	4.000%	2,069,700	13,299,700	15,369,400
				12/1/2034			1,845,100	1,845,100	
				6/1/2035	11,680,000	4.000%	1,845,100	13,525,100	15,370,200
				12/1/2035			1,611,500	1,611,500	
				6/1/2036	12,145,000	4.000%	1,611,500	13,756,500	15,368,000
				12/1/2036			1,368,600	1,368,600	
				6/1/2037	12,635,000	4.000%	1,368,600	14,003,600	15,372,200
				12/1/2037			1,115,900	1,115,900	
				6/1/2038	13,140,000	4.000%	1,115,900	14,255,900	15,371,800
				12/1/2038			853,100	853,100	
				6/1/2039	13,665,000	4.000%	853,100	14,518,100	15,371,200
				12/1/2039			579,800	579,800	
				6/1/2040	14,210,000	4.000%	579,800	14,789,800	15,369,600
				12/1/2040			295,600	295,600	
				6/1/2041	14,780,000	4.000%	295,600	15,075,600	15,371,200
					208,885,000		98,519,600	307,404,600	307,404,600
Average Debt Service				Scale: Revenues Bonds 4% Coupons - Estimated					
Project Proceeds									
Allocation									
\$6,609,199	\$108,870,000	43%	Core						
\$8,761,031	\$82,130,000	57%	Expansion						
\$15,370,230	\$191,000,000	100%	Total						

Growth Pays for Growth vs. Benefit Pays for Benefit

Exhibit 4 - Annual Cost Allocation

Expansion Allocation (% of Average Day Demand Included)						Change to Allocation vs 100% Growth				
	0%	5%	10%	15%	20%		5%	10%	15%	20%
Des Moines	\$623,260	\$744,250	\$865,239	\$986,142	\$1,107,132	Des Moines	\$120,990	\$241,980	\$362,882	\$483,872
Berwick	\$10,163	\$10,163	\$10,163	\$10,163	\$10,250	Berwick	\$0	\$0	\$0	\$88
Bondurant	\$440,417	\$423,508	\$406,512	\$389,603	\$372,607	Bondurant	-\$16,909	-\$33,905	-\$50,814	-\$67,810
Clive	\$189,852	\$193,006	\$196,247	\$199,401	\$202,555	Clive	\$3,154	\$6,396	\$9,550	\$12,703
Cumming	\$30,313	\$29,262	\$28,298	\$27,247	\$26,283	Cumming	-\$1,051	-\$2,015	-\$3,066	-\$4,030
Johnston	\$523,997	\$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

APPENDIX D

Exhibit 1 - DRAFT Upfront Asset Transfer Calculation – Net Book Value of Purchased Capacity

Table 1: Detail of Purchased Capacity Transactions (from DMWW)

	1996		2003 Conversion		2005		2006		2008		TOTAL			
	Purchases (MGD)	Value (\$1/GPD)	Conversion (MGD)	Value (\$1.5/GPD)	Purchases (MGD)	Value (\$1.90/GPD)	Purchase (MGD)	Value (\$1.95/GPD)	Purchase (MGD)	Value (\$2.1/GPD)	Capacity	Value	LTD Amortization	Net Book Value
Des Moines		\$0		\$0		\$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

Organization	Book Value Assigned			Capacity Assigned			Capacity Used			Value of Reserve Capacity		Assignment of Reserve Capacity				Net Position	Initial Capacity in Regional Entity
	Unamortized Net Value in DMW/W Assets	NBV of Other Owned Capacity	Total Value of Owned & Purchased Capacity	MGD Capacity In DMW/W (MGD)	Other Owned Capacity	Total Owned Capacity (MGD)	Total MDD (5 yr avg MGD)	Weighted Avg. Cost of Used Capacity (\$/MGD)	Total Cost of Used Capacity	Book Value Surplus (Deficit) of Reserve Capacity	Reserve Capacity (Deficit) MGD	% of Regional Growth Outlook in MDD	Allocation of Reserve Capacity (MGD)	Avg. Unit Cost of Capacity	Purchase of Additional Reserve Capacity		
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
WDMW/W	\$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%
	<hr/>
	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.

AGENDA ITEM FORM

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

SUMMARY:

- Personnel from the City of Norwalk contacted Des Moines Water Works (DMWW) Engineering Department staff in the first half of 2019 about design and construction of nearly 12,000 feet of 16-inch water main. Installation of the proposed water main along Highway G14 would greatly reduce a hydraulic restriction that is in place when water destined for Norwalk is routed through the Cumming water distribution system.
- The proposed project was essentially an extension of a previous joint project involving DMWW, Cumming, Norwalk, and West Des Moines Water Works. A 28E Agreement filed in August of 2017 called for the joint creation of water mains and a shared pumping station. Construction of both water main elements and the shared pump station were completed in March of 2020.
- A Chapter 28E Agreement approved by the Board in September of 2019 called for design and construction of the Norwalk Water Utility Improvements. The scope of the Norwalk Water Utility Improvements called for the design and construction of an estimated 12,000 feet of 16-inch water main (along Highway G14 between N. 43rd Street in Cumming and 50th Avenue in Norwalk) and a new meter pit.
- Language within the 28E Agreement, in hindsight, was overly specific about the location of the meter pit. Design details, meeting the approval and desire of Norwalk staff, ultimately placed the meter pit at a location inconsistent with the language in the 28E Agreement. This First Amendment to the Chapter 28E Agreement removes the unnecessary specificity and will serve to prevent future confusion amongst DMWW and Norwalk staff regarding the meter pit location.
- Respective staff and legal counsel for both DMWW and Norwalk are in favor of the First Amendment to the Chapter 28E Agreement.

FISCAL IMPACT:

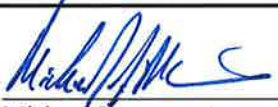

There is no fiscal impact.

RECOMMENDED ACTION:

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

BOARD REQUIRED ACTION:

Motion to approve and authorize the Chairperson to execute the First Amendment to the Chapter 28E Agreement between Des Moines Water Works and the City of Norwalk for Design, Construction, and Funding of Norwalk Water Utility Improvements.

<p>_____,</p>	 Michael J. McCurnin, P.E. (date) 12/16/21 Director of Engineering Services	 Ted Corrigan, P.E. (date) 12/17/21 CEO and General Manager
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Attachments: 28E Agreement with all exhibits and attachments, First Amendment to 28E Agreement

**CHAPTER 28E AGREEMENT BY AND BETWEEN
THE CITY OF NORWALK, IOWA
AND THE BOARD OF WATER WORKS TRUSTEES OF THE
CITY OF DES MOINES, IOWA**

CHAPTER 28E AGREEMENT (hereinafter "this Agreement") made and entered into by and among the CITY OF NORWALK, IOWA ("Norwalk") and the BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA ("DMWW") (each a "party" and collectively "the parties") as of the dates set forth below.

PREAMBLE

WITNESSETH:

WHEREAS, DMWW, Norwalk, and Cumming, together with the Board of Water Works Trustees of the City of West Des Moines, Iowa have previously entered into a Chapter 28E Agreement dated July 25, 2017, that was filed with the Iowa Secretary of State on August 24, 2017, as Agreement Number M510271 and that was amended by first and second amendments thereto that were filed with the Iowa Secretary of State on December 7, 2017, as Agreement Number M510564 and January 21, 2019, as Agreement Number M511427 respectively (the "Norwalk-Cumming Project 28E Agreement"), which agreement provided for the joint creation of certain water mains and a shared pump station: and

WHEREAS, DMWW and Norwalk desire to enter into a further agreement pursuant to Chapter 28E, Iowa Code, to cause, and to undertake, a further water main project as hereinafter described in order to provide a direct connection from DMWW to Norwalk's distribution system such that water does not have to be wheeled through the Cumming system as otherwise allowed and required under the Norwalk-Cumming Project 28E Agreement; and

WHEREAS, Norwalk and DMWW have previously entered into a Wholesale Water Service Master Agreement dated June 10, 2005, with related Adoption Annex executed effective July 26, 2005, (the "2005 Wholesale Master Agreement") Supplement Number 1 to Adoption Annex dated January 16, 2014, and Supplement Number 2 to Adoption Annex dated August 17, 2017, which shall continue to govern the wholesale supply of water by DMWW to Norwalk, but should be further supplemented as provided herein;

NOW THEREFORE, in consideration of the mutual undertakings hereby provided, Norwalk and DMWW do hereby agree as follows:

**Part I - Joint Exercise of Powers Under
Chapter 28E of the Code of Iowa**

1. **Purpose.** Pursuant to Chapter 28E, Code of Iowa, the parties agree that the purposes of this Agreement are to provide for: (i) the joint design, construction, and financing by DMWW and Norwalk of certain water utility facilities to be located as illustrated in Exhibit A

(hereinafter referred to collectively as the "Norwalk Water Utility Improvements"); and (ii) the ongoing ownership, operation, use, and maintenance of the Norwalk Water Utility Improvements.

The parties further agree that a further purpose of this Agreement is to jointly exercise their respective powers as required for construction, ownership, and use of the Norwalk Water Utility Improvements and related matters.

2. Scope of New Infrastructure. The Norwalk Water Utility Improvements shall consist of a new 16-inch water main along G14 Hwy from east of N 43rd Street in Cumming to 50th Avenue in Norwalk that is located as approximately shown in Exhibit A, together with necessary meter pit additions and modifications, and requisite connections to the DMWW Core Network. The project scope includes an estimated 12,000 feet, more or less, of 16-inch water main and the construction of a new meter pit to be sited along G14 Hwy within 1,000 feet east or west of the intersection of G14 Hwy and South Orilla Road.

The Norwalk Water Utility Improvements shall be owned as provided Part III, and the costs thereof shall be fully paid by Norwalk as provided in Part IV. Norwalk shall construct, at its own sole cost and expense, any other improvements to its system to facilitate the efficient use and implementation of the Norwalk Water Utility Improvements described herein.

3. 28E Finding. The parties agree that the Norwalk Water Utility Improvements reflect appropriate regional planning, and, in conformity with Section 28E.18, Code of Iowa, that there are no suitable facilities available for rent or sharing in lieu of the Norwalk Water Utility Improvements.

4. Effective Date. Pursuant to Section 28E.5 of the Code of Iowa, the parties agree that this Agreement shall be effective upon its approval and execution by all parties and its filing with the Iowa Secretary of State (the "Effective Date").

5. Designated Administrator. The parties agree that the CEO and General Manager of DMWW (hereinafter "the DMWW General Manager") shall be designated as the sole administrator of this Agreement for purposes of the design and construction of the Norwalk Water Utility Improvements, as provided by Section 28E.6 of the Code of Iowa. Each party shall otherwise separately administer its own activities.

6. No Entity. No separate entity is created hereby.

7. Individual Ownership and Responsibility. Except as otherwise explicitly provided herein, each party shall at all times hold and own its respective properties. Each party shall be solely authorized to supervise, direct, and manage its own activities and the activities of its respective employees and agents hereunder. Each party shall retain sole responsibility and liability for its own acts and omissions hereunder and for the acts and omissions of its respective employees and agents hereunder, and each party waives subrogation against the other for all claims, suits, damages, and demands which are covered by any insurance, including but not limited to property, casualty, and workers compensation insurance.

8. Master Agreement and Other Existing Agreements. The 2005 Wholesale Master Agreement between the parties shall remain in effect. A Supplement to Adoption Annex shall be executed by Norwalk and DMWW to conform to the provisions hereof in the form of Exhibit B.

Part II - Responsibilities

1. DMWW Responsibilities. DMWW shall be responsible for the design of the Norwalk Water Utility Improvements in conformance with DMWW's current standard specifications and for obtaining all required easements, permits, permissions, and other things required for the proper construction of such projects. Such design may provide for such number of separate contracts as DMWW shall determine in its sole discretion shall best provide for the efficient construction of the Norwalk Water Utility Improvements and shall include detailed Plans and Specifications and an Engineer's cost estimate for each project included within the Norwalk Water Utility Improvements. Such Plans and Specifications may provide for DMWW to procure and supply materials or equipment to the contractor. If, at any time, the total of the Engineer's cost estimates for all projects is expected to exceed the total cost of \$2,000,000.00, as adjusted on a project by project basis by any material increase in the Engineering News Record Construction Cost Index (ENR CCI) after August 2019, then DMWW shall consult with Norwalk respecting costs before proceeding further to advertise for bids and letting contracts.

2. Contract Administration. DMWW shall contract, in its sole name, for the construction of the Norwalk Water Utility Improvements as provided by law for public improvements, including a public bidding process in accordance with law. DMWW agrees to notify Norwalk of the bid opening date for all work for which DMWW will take bids in connection with the Norwalk Water Utility Improvements. Norwalk may designate a representative to attend such bid openings. If costs set forth in the bids for any contract are such that the expected contract price exceeds the engineer's cost estimate for the project by more than fifteen percent (15%), DMWW shall give notice to Norwalk of such fact, and DMWW shall not proceed to award a contract unless the parties give approval to proceed at the bid price. Failure by the Norwalk to respond to DMWW's notice within five (5) business days of its date shall be construed as approval to proceed. DMWW shall be solely responsible for execution of the underlying contracts, and for contract administration, supervision, and inspection. If requests by contractor(s) for change orders exceed the contract price by an amount in excess of fifteen percent (15%), DMWW shall notify Norwalk of such requests, and DMWW shall not proceed to issue change orders for any excess amount unless the parties give approval to such change orders. Failure by Norwalk to respond to DMWW's notice within five (5) business days of its date shall be construed as approval to issue the change order. DMWW shall not be responsible for not meeting project completion deadlines as a result of delays caused by obtaining the parties' approval of contract price and change order costs in excess of Project Engineer's estimates. Upon request by DMWW's contractor(s) for final acceptance of improvements for the Norwalk Water Utility Improvements and for final payment, DMWW agrees to forward the contractor's request for final acceptance and for final payment, together with all supporting detail, to Norwalk. DMWW will thereafter conduct a final inspection of such improvements and develop a punch list of items for completion, if any. DMWW agrees that it will not accept such improvements as complete, or authorize final payment of any contractor, without affording qualified personnel designated by Norwalk the opportunity to participate in such inspection and to comment and offer suggestions regarding the punch list of

items for completion. In the event that Norwalk objects to the acceptance of such improvements or to final payment to the contractor, Norwalk shall notify DMWW of its specific objections in writing not more than fifteen (15) business days after receipt of the final payment request. If the objections cannot be resolved within 30 business days thereafter, either party may cause the matter to be submitted to binding arbitration as provided in Part VIII, Section 5 hereof.

3. Project Implementation. The Norwalk Water Utility Improvements are intended to be completed by end of calendar year 2020. DMWW shall not be responsible for failure to meet the construction schedule of this Agreement for reasons beyond its control, including but not limited to lack of funding by either Norwalk or unforeseeable construction delays.

Part III – Ownership and Use of Norwalk Water Utility Improvements and Existing 8-Inch Meter Pit

1. DMWW Ownership. DMWW shall have and shall maintain ownership of the Norwalk Water Utility Improvements until ownership is transferred as defined under Section 2 of this Part III. DMWW shall have sole responsibility for maintenance, repair, improvements, and the costs thereof to operate the facilities which it owns during the period of its ownership.

2. Norwalk Ownership. Upon payment of the full cost incurred by DMWW for the Norwalk Water Utility Improvements, Norwalk shall have and maintain full ownership, and full cost responsibility for, the newly installed meter pit and all new 16-inch water main and appurtenances installed between the new pit and the connection to be made at 50th Avenue in Norwalk. Intention of this agreement is to site the new meter pit within 1,000 feet east or west of the intersection of G14 Hwy and South Orilla Road. The newly installed meter pit includes all piping and appurtenances thereto but does not include the meter therein which shall be owned by DMWW. After transfer of ownership, Norwalk shall have sole responsibility for maintenance, repair, improvements, and costs thereof to operate facilities which Norwalk owns.

3. Use of Norwalk Utility Improvements: No taps or connections to the Norwalk Utility Improvements shall be made by DMWW, Cumming, or others without the consent of Norwalk. Norwalk shall have full access to make taps and connections to the Norwalk Utility Improvements as it deems necessary. Any connections west of the newly installed meter pit shall be properly metered as reasonably determined by DMWW. This right shall survive the termination of this Agreement as described in Part VII herein.

4. Existing 8-Inch Meter Pit: Per the Norwalk-Cumming Project 28E Agreement, Norwalk is authorized to “wheel water” through the Cumming distribution system and existing 8-inch meter pit until the Norwalk Utility Improvements are completed. Completion of the Norwalk Utility Improvements will include the abandonment of the existing 8-inch meter pit in a manner to safely prevent the potential cross connection between Cumming and Norwalk systems.

5. Documentation. The rights of ownership and use as provided in this Part III shall be documented by this Agreement and by execution of a Supplement No. 3 to Adoption Annex to the 2005 Wholesale Master Agreement between DMWW and Norwalk as provided in Exhibit B.

Part IV – Participation and Cost Reimbursement

1. **Cost Share and Cost Reimbursements.** Norwalk agrees to pay DMWW the full Actual Cost of the Norwalk Water Utility Improvements incurred by DMWW. The “Actual Cost” of the Norwalk Water Utility Improvements shall be the sum of all contractor progress payments, plus all final contractor payments plus all DMWW Direct Costs for the Norwalk Water Utility Improvements. “DMWW Direct Costs” shall be the full cost of design, materials, equipment, services, and fully loaded labor directly provided by DMWW as reflected in DMWW’s final accounting for projects included with in the Norwalk Water Utility Improvements. “DMWW Direct Costs” are estimated to be 15% of the construction costs. Actual Cost shall be invoiced and paid as provided in Section 4 of this Part IV.

2. **Actual Cost to Govern.** The preliminary engineer’s construction estimate of the cost of the Norwalk Water Utility Improvements of \$2,000,000 and “DMWW Direct Costs” at 15% are estimates only and are not guaranteed by DMMW. The Actual Cost incurred as provided herein shall govern the required payments to DMWW, rather than any existing or subsequent engineering estimate.

3. **Documentation.** DMWW will forward to Norwalk documentation evidencing the contract award amount, contractor progress reports, and DMWW Direct Costs as construction progresses and is completed.

4. **Invoices.** DMWW shall invoice Norwalk for contractor progress payments and DMWW Direct Costs, with supporting documentation. Contractor progress payments shall be invoiced as payment requests are presented to DMWW. DMWW Direct Costs will be invoiced on a quarterly basis. Norwalk shall make payment to DMWW for contractor progress payments within thirty (30) days of receipt of each invoice and for DMWW Direct Costs within thirty (30) days of receipt of each invoice. After final acceptance by DMWW of the Norwalk Water Utility Improvements, and final payments to its contractors for such improvements, DMWW will provide to Norwalk a full accounting of project costs, including documentation evidencing DMWW’s payments to contractors and Norwalk shall make a final payment to DMWW within thirty (30) days of receipt thereof.

Part V – Financing

1. **Funding Sources.** Funding hereunder shall be provided by the regular sources of revenue and financing of the parties as required for each party to meet its obligations hereunder, and all such funding shall be separately included within the respective regular budgets of the parties.

2. **Separate Responsibility.** Except as otherwise provided herein, each party shall be solely responsible for funding its own operations hereunder.

Part VI - Conveyance of Ownership

After completion and final acceptance of the improvements and payment in full of the costs by Norwalk to DMWW, DMWW will execute and deliver to Norwalk respective instruments of conveyance of ownership in form satisfactory to Norwalk for the assets to be owned by Norwalk as set forth in Part III herein.

Part VII –Term and Termination of Agreement

1. **Term.** This Agreement shall commence on the Effective Date and shall terminate on the date of the last to occur of the following: (i) the Norwalk Water Utility Improvements have been constructed and accepted by DMWW; (ii) DMWW shall be fully reimbursed by Norwalk for its costs as provided herein; and (iii) the instruments required by Part VI hereof shall have been executed by DMWW and delivered to Norwalk; and (iv) March 31, 2045, the termination date of the Wholesale Water Service Master Agreement.

2. **Termination.** In the event that any party determines that another has defaulted in the performance of its obligations hereunder, the aggrieved party may declare that default has occurred and give notice thereof to the defaulting party. Notice of default shall be given in writing, shall specify the nature of the default and the provision of the Agreement involved, and shall specify what action is required of the defaulting party to correct the default. The defaulting party shall have 30 business days from the date of its receipt of the notice of default to correct the default. If at the end of said 30-day period, the default has not, in the opinion of the aggrieved party, been corrected, that party may thereupon pursue its remedies as provided herein. In the event of default by any party in the performance of any material provision of this Agreement, the aggrieved party may, at its option, after declaring default and giving notice thereof, terminate this Agreement or seek specific performance of its provisions. A party seeking termination of this Agreement due to a default in performance by another party shall also be entitled to seek damages for such default.

Part VIII- General Provisions

1. **Liability; Indemnification.** Each party (“Indemnifying Party”), to the fullest extent permitted by law, hereby agrees to indemnify, defend, pay on behalf of, and hold harmless the other parties, and its elected officials, its appointed officials, agents, employees and volunteers, and others working on behalf of such party (“Indemnities”), against any and all claims, demands, suits, damages or losses, together with any and all outlay and expense connected therewith including, but not limited to, attorneys’ fees and court costs, that may be asserted or claimed against, recovered from or suffered by the Indemnities by reason of any injury or loss arising out of any wrongful act or omission of the Indemnifying Party, including, but not limited to, bodily injury or death, property damage, including loss of use thereof, and economic damages that arise out of or are in any way connected to this Agreement. No party shall have any right of indemnity for damages or claims proximately caused by its own negligent or intentionally wrongful acts.

Each party's agreements and obligations as set forth in this Paragraph are applicable for the duration of and following expiration or termination of this Agreement, regardless of the manner of termination, and notwithstanding other provisions of this Agreement.

2. Insurance. Each party shall procure and maintain its own insurance. DMWW shall require all contractors and subcontractors to have and maintain bonds and insurance as set forth in applicable contract documents.

3. Notices and Invoices. All notices, invoices, and reimbursement requests which the parties are authorized or required to give one another pursuant to this Agreement shall be in writing and may be personally delivered or sent by ordinary mail to the addresses hereafter provided. Mailed notices and invoices shall be deemed to be received by the party to whom directed when they are postmarked. Such notices and invoices shall be delivered or mailed to the following persons at the addresses listed:

Notices to Norwalk:

City Manager
City of Norwalk
705 North Ave.
Norwalk, Iowa 50211

Notices to DMWW:

General Manager and Chief Executive Officer
Des Moines Water Works
2201 George Flag Parkway
Des Moines, IA 50321-1190

4. Interpretation. If any section, provision or article of this Agreement shall be found to be invalid or unconstitutional, such finding shall not affect the validity of the Agreement as a whole or any section, provision or article thereof not found to be invalid or unconstitutional.

5. Dispute Resolution.

(a) The parties agree that any disputes arising between them with regard to the design of project improvements, with regard to the final acceptance of project improvements, or with regard to the final payment to a project contractor, as hereinabove more particularly provided, may be submitted to arbitration with the consent of the parties to the dispute. A request for arbitration must be in the form of a written notice requesting arbitration. Such notice shall identify each disputed matter to be submitted to arbitration. In the absence of agreement by the parties to the contrary, the question or questions to be arbitrated shall be those specified in the notice requesting arbitration.

(b) If the parties agree, there may be one arbitrator. If they fail to agree on a single arbitrator, there shall be three arbitrators, one named in writing by the party requesting

arbitration, one named in writing by the other party, and the third chosen by the first two arbitrators so chosen.

(c) The party requesting arbitration shall choose an arbitrator within ten business days following its demand. Its failure to do so shall be deemed a waiver of its request for arbitration. The other party shall name its arbitrator within ten business days following the receipt of notice of the naming of the requesting party's arbitrator. The two arbitrators first chosen shall name the third arbitrator within ten business days following the selection of the second arbitrator. Should the two arbitrators first chosen fail to appoint a third arbitrator, application shall be made to the President of the Warren County Bar Association by the party requesting arbitration to name such arbitrator. Should either party refuse or neglect to supply the arbitrators with any papers or information demanded in writing by the arbitrators, the arbitrators are empowered to proceed ex parte.

(d) No one shall be qualified to act as an arbitrator if service in such role would create a conflict of interest. Each arbitrator selected shall be qualified by experience and knowledge of the matter to be submitted to arbitration.

(e) If there be one arbitrator, the decision shall be binding; if three, the decision of any two shall be binding. The decision may be impeached only for fraud or mistake. Such decision shall be a condition precedent to any right of legal action.

(f) The costs of arbitration shall be paid by the party requesting arbitration if it does not prevail in said arbitration proceedings. If the party requesting arbitration prevails in the arbitration proceedings, the cost of arbitration shall be shared equally by the parties.

(g) The decision of the arbitrators shall be in writing and it shall not be open to objection on account of the form of the proceeding or the award.

6. Entire Agreement. This Agreement represents the entire agreement between the parties related to the Norwalk Water Utility Improvements. Any subsequent change or modification to the terms of this Agreement shall be in the form of a duly approved and executed amendment to this Agreement.

7. Governing Law. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Iowa.

8. Partnership Disclaimer. It is mutually understood that nothing in this Agreement is intended or shall be construed as in any way creating or establishing a partnership between the parties hereto, or as constituting either party as an agent or representative of the other for any purpose or in any manner, other than as specified herein.

9. Counterparts. This Agreement may be executed in multiple counterparts, each of which so executed shall be deemed to be an original.

10. No Assignment. Neither of the parties shall assign this Agreement without the consent of the other parties, which consent shall not be unreasonably withheld.

IN WITNESS THEREOF, the parties have caused this Agreement to be executed in counterparts, each of which shall be considered an original.

CITY OF NORWALK, IOWA

By: Tom Phillips

Attest: Lindsey Offenburger

STATE OF IOWA)
) SS:
COUNTY OF WARREN)

On this 17th day of September, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Tom Phillips and Lindsey Offenburger, to me personally known, and, who, being by me duly sworn, did say that they are Mayor and City Clerk, respectively of the CITY OF NORWALK, IOWA; that the seal affixed to the foregoing instrument is the corporate seal of the City, and that the instrument was signed and sealed on behalf of the City, by authority of its City Council, as contained in the Resolution adopted by the City Council, under Roll Call No. 19167 of the City Council on the day of September 5, 2019, and that Tom Phillips and Lindsey Offenburger acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the City by it voluntarily executed.

Kerri Keyte
Notary Public in and for the State of Iowa



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

By: Diane Munns
Diane Munns, Board Chairperson

Attest: Ted Corrigan
Ted Corrigan, General Manager and CEO

STATE OF IOWA)
) SS:
COUNTY OF POLK)

On this 24th day of September, 2019, before me, a Notary Public in and for the State of Iowa, personally appeared Diane Munns and Ted Corrigan, to me personally known, and, who being by me duly sworn, did say that they are the Board Chairperson and the Chief Executive Officer and General Manager of the BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA, that no seal has been procured by the entity; that the instrument was signed on behalf of the entity by authority of its Board as contained in the resolution adopted by the Board on the 24th day of September, 2019, and that Diane Munns and Ted Corrigan acknowledged the execution of the instrument to be the voluntary act and deed of the BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA, by it and by them voluntarily executed.

Michelle L. Watson
Notary Public in and for the State of Iowa

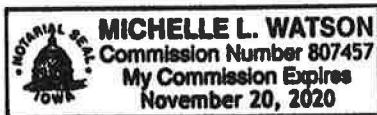
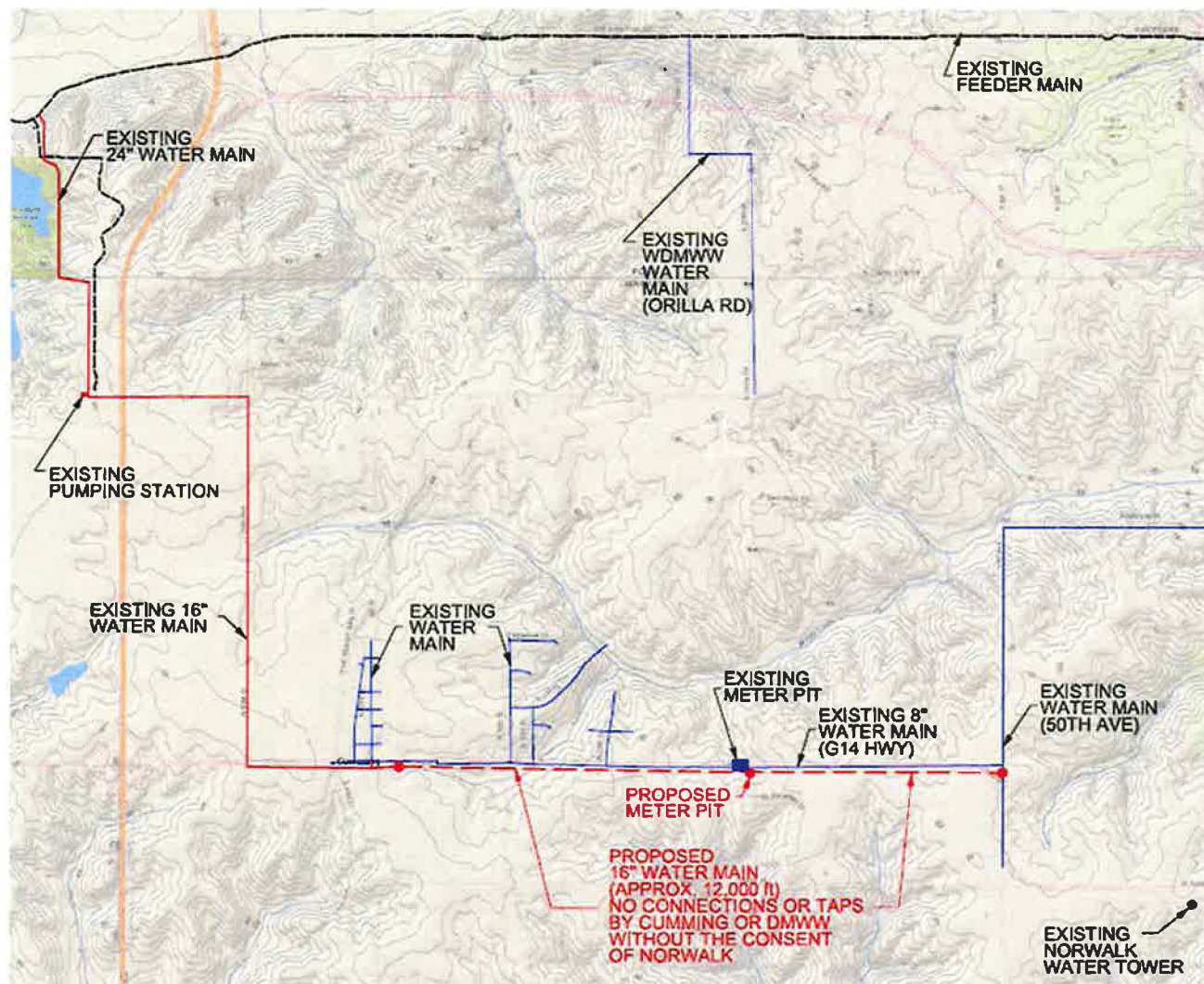


Exhibit A MAP



Des Moines Water Works
Water You Can Trust For Life
ENGINEERING DEPARTMENT
Des Moines, Iowa

EXHIBIT A

Exhibit B

Supplement Number 3 to Adoption Annex

This Supplement Number 3 to Adoption Annex is executed effective as of Sept. 5, 2019, on behalf of the Board of Water Works Trustees of the City of Des Moines, Iowa ("DMWW") and the City of Norwalk ("Norwalk"), and shall form a part of the Adoption Annex dated July 26, 2005, (the "Adoption Annex"), and the Wholesale Water Service Master Agreement dated June 10, 2005, among DMWW, Norwalk, and other Participants (the "Wholesale Water Service Master Agreement") for the purpose of designing and constructing 12,000 feet of 16-inch water main to be installed in G14 Hwy to more directly connect DMWW to the Norwalk water distribution system as outlined in a 28E Agreement dated Sept. 5, 2019, between Norwalk and Des Moines Water Works.


This Supplement No. 3 to Adoption Annex shall be effective as of the date set forth above and shall form a part of the Adoption Annex and the Wholesale Water Service Master Agreement from and after such date.

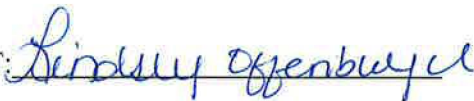
BOARD OF WATER WORKS TRUSTEES
OF THE CITY OF DES MOINES, IOWA

By: 
Diane Munns, Chairperson

ATTEST: 
Ted Corrigan, CEO and General Manager

CITY OF NORWALK, IOWA

By: 

ATTEST: 

**FIRST AMENDMENT TO 28E AGREEMENT BETWEEN
THE CITY OF NORWALK, IOWA
AND THE BOARD OF WATER WORKS TRUSTEES OF
THE CITY OF DES MOINES, IOWA**

This First Amendment of 28E Agreement is made by and between the City of Norwalk, Iowa (“Norwalk”) and the Board of Water Works Trustees of the City of Des Moines, Iowa (“DMWW”): (each a “party” and collectively “the parties”) as of the dates set forth below.

PREAMBLE

WITNESSETH:

WHEREAS, Norwalk is a City that operates a municipal water utility and DMWW is a municipal water utility established and operating in the City of Des Moines, Iowa pursuant to Chapter 388 of the Iowa Code; and

WHEREAS, DMWW and Norwalk are parties to an agreement established pursuant to Chapter 28E, Iowa Code, for a certain water main and meter pit project that has been filed with the Iowa Secretary of State on October 4, 2019 as Agreement Number M512017 (the “Norwalk-DMWW 28E Agreement”).

WHEREAS, as the project has developed, the parties have ascertained that certain specifications as to location of facilities need to be corrected and the parties desire to modify some of the provisions of the Norwalk-DMWW 28E Agreement accordingly in the respects and particulars provided herein.

NOW THEREFORE, in consideration of the mutual undertakings hereby provided Norwalk and DMWW and hereby agree that the Norwalk-DMWW 28E Agreement shall be amended as follows:

1. Section 2 of Part I of the Norwalk –DMWW 28E Agreement is amended by deleting such Section in its entirety and replacing it with the following:

2. Scope of New Infrastructure. The Norwalk Water Utility Improvements shall consist of a new 16-inch water main along G14 Hwy from east of N 43rd Street in Cumming to 50th Avenue in Norwalk that is located as approximately shown in Exhibit A, together with necessary meter pit additions and modifications, and requisite connections to the DMWW Core Network. The project scope includes an estimated 12,000 feet, more or less, of 16-inch water main and the construction of a new meter pit to be sited along G14 Hwy.

The Norwalk Water Utility Improvements shall be owned as provided in Part III, and the costs thereof shall be fully paid by Norwalk as provided in Part IV. Norwalk shall construct, at its own sole cost and expense, any other improvements to its system to facilitate the efficient use and implementation of the Norwalk Water Utility Improvements described herein.

2. Section 2 of Part III of the Norwalk –DMWW 28E Agreement is amended by deleting such Section in its entirety and replacing it with the following:

2. Norwalk Ownership. Upon payment of the full cost incurred by DMWW for the Norwalk Water Utility Improvements, Norwalk shall have and maintain full ownership, and full cost responsibility for, the newly installed meter pit and all new 16-inch water main and appurtenances installed between the new pit and the connection to be made at 50th Avenue in Norwalk. The newly installed meter pit includes all piping and appurtenances thereto but does not include the meter therein which shall be owned by DMWW. After transfer of ownership, Norwalk shall have sole responsibility for maintenance, repair, improvements, and costs thereof to operate facilities which Norwalk owns.

3. Exhibit A of the Norwalk-DMWW 28E Agreement is amended by deleting Exhibit A in its entirety and replacing it with the attached Exhibit A.

4. This First Amendment shall be effective as of the date of its filing with the Iowa Secretary of State. Except as so amended, the Norwalk-DMWW 28E Agreement shall remain in full force and effect.

IN WITNESS THEREOF, the parties have caused this First Amendment to 28E Agreement to be executed in counterparts, each of which shall be considered an original.

SIGNATURE PAGES TO FOLLOW

CITY OF NORWALK, IOWA

By: _____

Attest: _____

STATE OF IOWA)
) SS:
COUNTY OF WARREN)

On this _____ day of _____, 202_, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ and _____, to me personally known, and, who, being by me duly sworn, did say that they are _____ and _____, respectively of the CITY OF NORWALK, IOWA; that the seal affixed to the foregoing instrument is the corporate seal of the City, and that the instrument was signed and sealed on behalf of the City, by authority of its City Council, as contained in the Resolution adopted by the City Council, under Roll Call No. _____ of the City Council on the day of _____, 202_, and that _____ and _____ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the City by it voluntarily executed.

Notary Public in and for the State of Iowa

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

By:

Graham Gillette, Board Chairperson

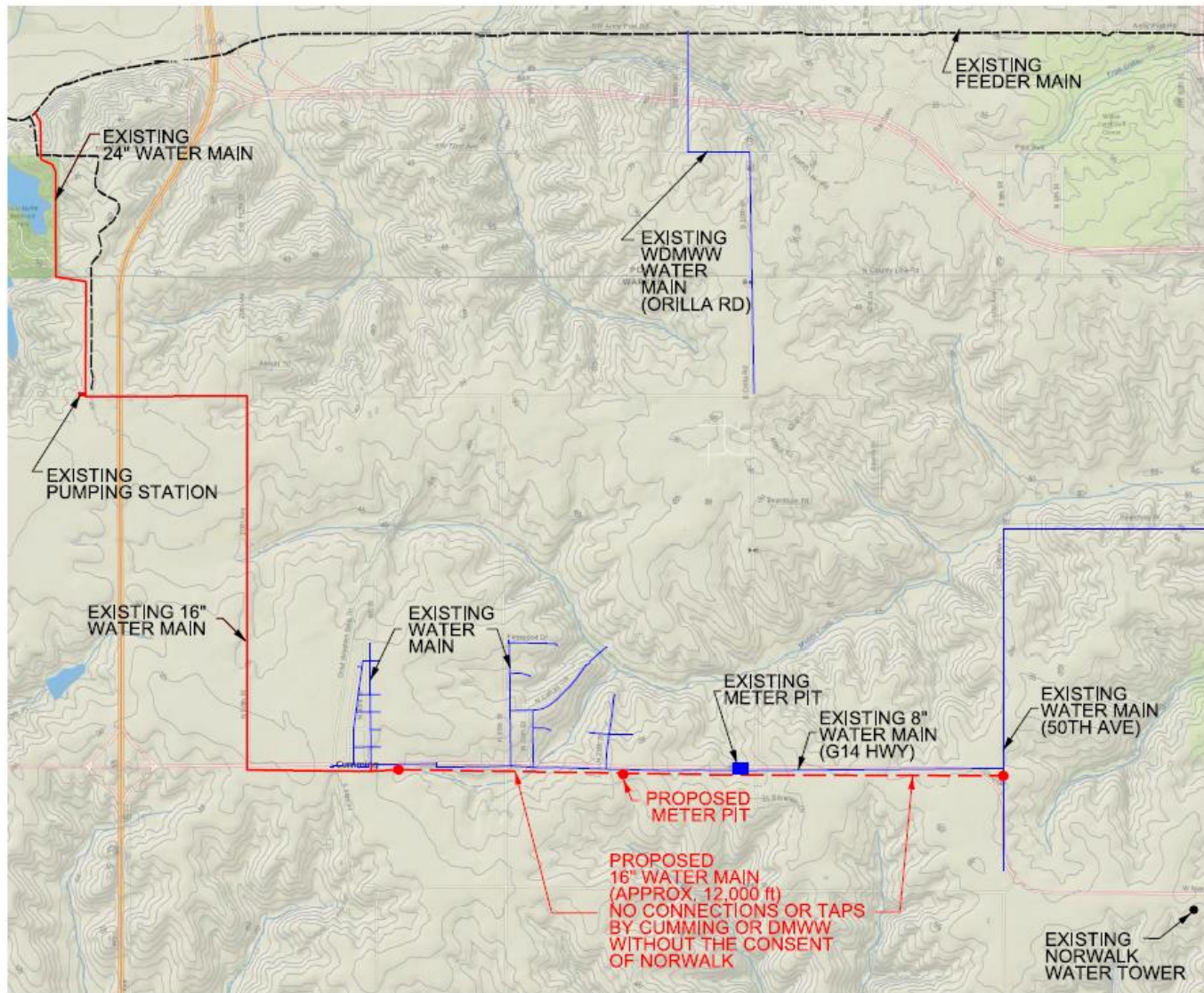
Attest: _____
Ted Corrigan, General Manager and CEO

STATE OF IOWA)
) SS:
COUNTY OF POLK)

On this _____ day of _____, 202_, before me, a Notary Public in and for the State of Iowa, personally appeared Graham Gillette and Ted Corrigan, to me personally known, and, who being by me duly sworn, did say that they are the Board Chairperson and the Chief Executive Officer and General Manager of the BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA, that no seal has been procured by the entity; that the instrument was signed on behalf of the entity by authority of its Board as contained in the resolution adopted by the Board on the ____ day of _____, 202_, and that Graham Gillette and Ted Corrigan acknowledged the execution of the instrument to be the voluntary act and deed of the BOARD OF WATER WORKS TRUSTEES OF THE CITY OF DES MOINES, IOWA, by it and by them voluntarily executed.

Notary Public in and for the State of Iowa

Exhibit A MAP



NOT TO SCALE

Des Moines Water Works
Water You Can Trust Your Life To
ENGINEERING DEPARTMENT
Des Moines, Iowa

EXHIBIT A

AGENDA ITEM FORM

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

SUMMARY:

- Personnel from the City of Norwalk contacted Des Moines Water Works (DMWW) Engineering Department staff in the first half of 2019 about design and construction of 12,000 feet of 16-inch water main and a meter vault. Installation of the proposed water main along Highway G14 would greatly reduce a hydraulic restriction that is in place when water destined for Norwalk is routed through the Cumming water distribution system.
- At its September 2019 meeting, the Board approved a 28E Agreement for the construction of the Norwalk Water Utility Improvements.
- The Norwalk Water Utility Improvements are effectively an extension of a previously completed joint project involving DMWW, Cumming, Norwalk, and West Des Moines Water Works. A 28E Agreement filed in August 2017 called for the construction of water mains and a shared pump station which has since been constructed and placed into service in March of 2020. The Norwalk Water Utility Improvements are for the sole benefit of Norwalk.
- Installation of all new 16-inch water main, associated with the Norwalk Water Utility Improvements, was completed and placed into service prior to peak pumpage of 2021.
- The final component of the Norwalk Water Utility Improvements involves installation of a new meter vault.
- Preparation of plans, specifications, and contract documents for the Norwalk Highway G14 Meter Vault are nearing completion.
- The engineer's estimate for this contract is \$570,000.
- Staff recommends the Board authorize staff to solicit bids for the Norwalk Highway G14 Meter Vault and establish the date of Public Hearing as the date of the January 2022 Board meeting.

FISCAL IMPACT:


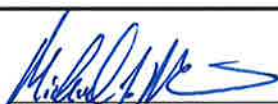
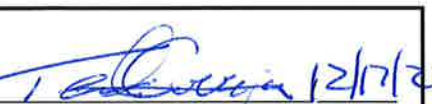
Funds for this project will come from the Joint Southwest Storage, Pumping, and Feeder Mains. The City of Norwalk will reimburse Des Moines Water Works for 100% of all design and construction costs of these facilities.

RECOMMENDED ACTION:

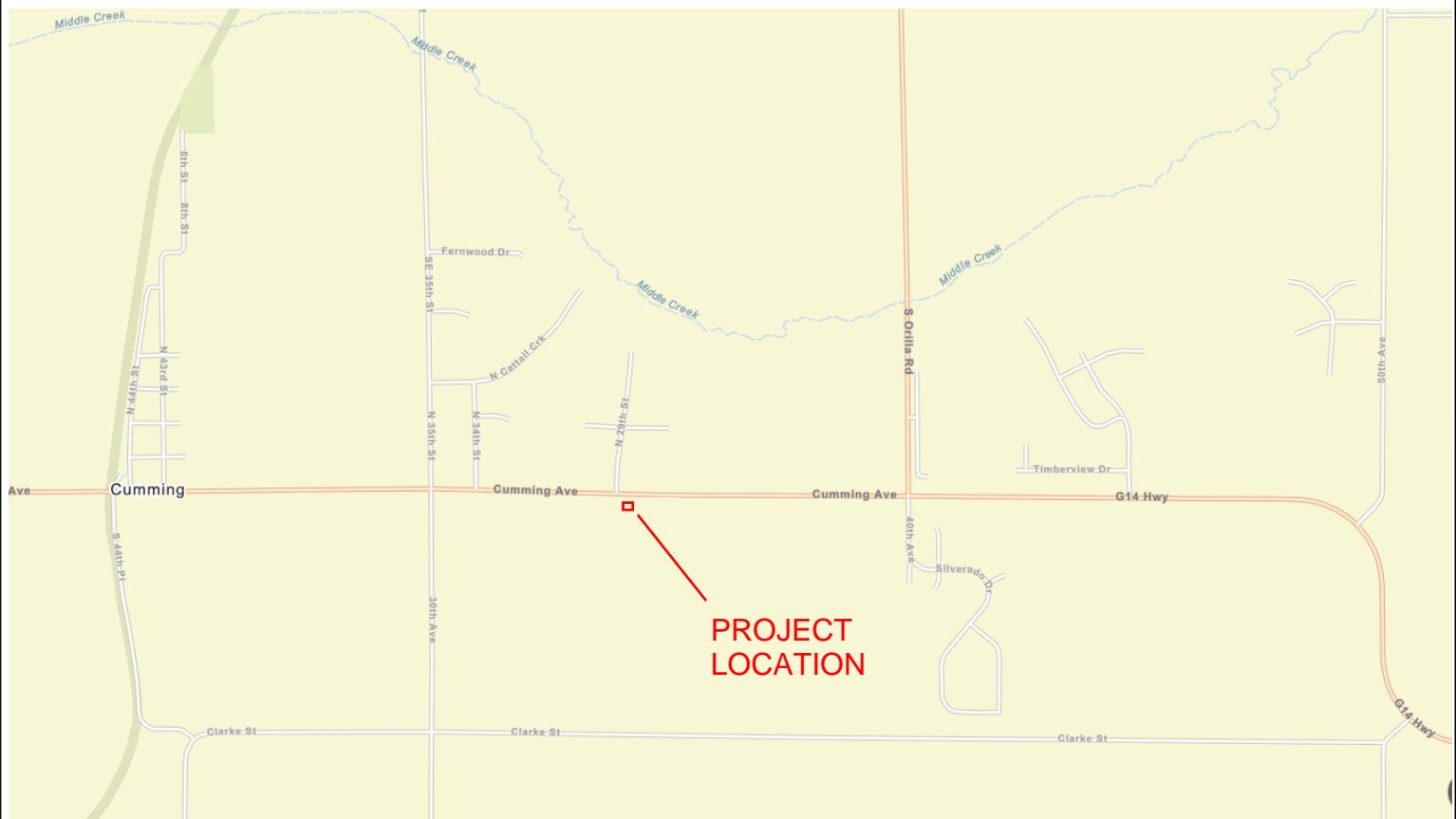
Authorize staff to solicit bids for Norwalk Highway G14 Meter Vault and establish the date of Public Hearing as the Date of the January 2022 Board Meeting.

BOARD REQUIRED ACTION:

Motion to authorize staff to solicit bids for Norwalk Highway G14 Meter Vault 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.

 Katie G. Vandal Staff Engineer (date) <u>12/14/2021</u>	 Michael J. McCurnin, P.E. Director of Engineering Services (date) <u>12/16/21</u>	 Ted Corrigan, P.E. CEO and General Manager (date) <u>12/17/21</u>
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Attachments: Site Map



NOT TO SCALE

AGENDA ITEM FORM

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

SUMMARY:

- As part of the approved budget for the 2021 Des Moines Water Main Replacement Budget, E. Pleasant View Drive and E. 17th Street have received new water mains due to history of main breaks and other service issues under the 2021 Des Moines Water Main Replacement Contract 1, awarded in March of 2021 to Synergy Contracting, LLC in the amount of \$1,806,597.
- Work on E. Pleasant View Drive included installation of approximately 2,500 feet of 8-inch polyvinyl chloride (PVC) water main. Installation of this water main and restoration of this street has been completed.
- Work on E. 17th Street included installation of approximately 1,100 feet of 12-inch ductile iron water main. Installation of this water main has been completed and Synergy Contracting, LLC, is nearing completion of restoration.
- Synergy Contracting, LLC, is requesting compensation for additional time and material on E. 17th Street due to unsuitable soil. Work under this Change Order included removal of unsuitable soil and replacement with manufactured sand.
- This Change Order will provide compensation to Synergy Contracting, LLC, in the amount of \$110,850 for the time and material required for removal of unsuitable soil and replacement with manufactured sand on E. 17th Street.

FISCAL IMPACT:

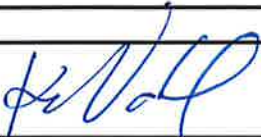
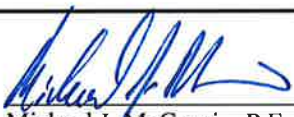
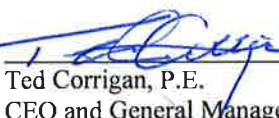
Funds for this change order will come from the 2021 Des Moines Water Main Replacement budget.

RECOMMENDED ACTION:

Authorize the CEO and General Manager to execute Change Order No. 11 to the 2021 Des Moines Water Main Replacement Contract 1 – E. Pleasant View Drive and E. 17th Street project in the amount of \$110,850.

BOARD REQUIRED ACTION:

Motion to authorize the CEO and General Manager to execute Change Order No. 11 to the 2021 Des Moines Water Main Replacement Contract 1 – E. Pleasant View Drive and E. 17th Street project in the amount of \$110,850.

 Katie G. Vandal Staff Engineer	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
12/15/2021 (date)	12/16/21 (date)	12/17/21 (date)

Attachments: none

AGENDA ITEM FORM

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

SUMMARY:

- At the August 2021 Board meeting, the Board of Water Works Trustees authorized staff to issue a Purchase Order to Reppert Rigging and Hauling (Reppert) in the amount of \$155,000. Purchase Order No. 3097068 was subsequently issued to Reppert by staff.
- The scope of work described in this Purchase Order was for Reppert to provide staff and equipment to assist field service personnel from Evoqua Water Technologies LLC (Evoqua) in rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility.
- Following is a summary of the Purchase Orders that have been issued thus far to Evoqua for the necessary parts, equipment, and field service labor and to Reppert for providing staff and equipment to assist Evoqua:

<u>Purchase Order #</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
3092059	03/26/21	On-site inspection services to evaluate Filter Press 2.	\$6,855.05
3093031	04/29/21	Purchase repair parts for all four filter presses.	\$262,960.02
3093133	04/30/21	Purchase replacement top beam assembly for Filter Press 2.	\$215,725.00
3094047	05/28/21	Field service labor to install replacement parts provided above.	\$171,016.00
3097068	8/26/21	Reppert Rigging & Hauling for labor and equipment.	\$155,000.00
3099350	11/02/21	Purchase repair/replacement parts for drip trays.	\$10,701.68
3099656	11/10/21	Purchase replacement lower tie-bars and joggle plates.	\$61,392.00
3100662	12/13/21	Purchase replacement hydraulic cylinders for drip trays.	<u>\$23,577.56</u>

Total Amount of Purchase Orders Issued as of 12/16/2021 = \$907,227.31

- It was discovered after rehabilitation work started on Filter Press 2 that several additional components of Filter Press 2 were deteriorated to the degree that replacement was required. This has not only increased the cost of replacement and repair parts from Evoqua, but also the costs incurred by Reppert for providing labor and equipment to assist Evoqua's onsite staff.
- Reppert estimates an additional \$190,000 is needed, beyond the \$155,000 authorized in Purchase Order No. 3097068, for continuing to provide labor and equipment to Evoqua to complete the rehabilitation of Filter Press 2.
- Staff recommends the Board of Water Works Trustees authorize staff to issue a supplemental Purchase Order to Reppert Rigging and Hauling, in the amount of an additional \$190,000, for providing staff and equipment in assisting Evoqua's onsite field service workforce in rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility.

FISCAL IMPACT:



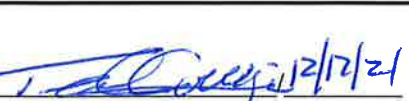
Funds for this project will come from the Lime Sludge Filter Press project included in the 2021 budget.

RECOMMENDED ACTION:

Authorize staff to issue a supplemental Purchase Order to Reppert Rigging and Hauling, in the amount of an additional \$190,000, for providing personnel and equipment in assisting Evoqua's on-site field service workforce in rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility.

BOARD REQUIRED ACTION:

Motion to authorize staff to issue a supplemental Purchase Order to Reppert Rigging and Hauling, in the amount of an additional \$190,000, for providing personnel and equipment in assisting Evoqua's on-site field service workforce in rehabilitation of the existing lime sludge dewatering press equipment in the Lime Sludge Dewatering Facility.

 Vern Rash, P.E., L.S. Project Manager	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
12/15/21 (date)	12/16/21 (date)	12/17/21 (date)

Attachment: none

AGENDA ITEM FORM

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

SUMMARY:

- DMWW entered into an agreement with Synagro in June of 2015 for the 2015-2020 Lime Residuals Disposal. This Agreement defines price per ton removal rates of residual material from the Fleur Drive Water Treatment Plant (FDWTP) and the McMullen Water Treatment Plant (MWTP).
 - The term of the Agreement was extended by change order to June of 2023.
- In June of 2021, Change Order No. 7 was executed to provide additional compensation to Synagro for more staff and longer hours needed to maintain residual removal from FDWTP while Press No. 2 is not functioning. With Press No. 2 out of service, Synagro is required to work longer hours on nights and weekends to keep up with residual production at the FDWTP. With only three presses in service, Synagro must run those presses more often, leading to longer work hours for the same quantity of residuals removed.
- This Change Order called for additional compensation of \$2,423 per week until all the presses are fully functional.
- Work on Press No. 2 was originally anticipated to take 28 weeks for an estimated cost of \$67,844. Due to material delays and unforeseen construction issues an additional 20 weeks may be required. This increases the estimated change order cost to \$116,304.
- With these updated costs, Board authorization for the CEO and General Manager to approve the extended Change Order is now necessary.

FISCAL IMPACT:




Funds for this project will come from the Fleur Drive Chemical & Energy budget.

RECOMMENDED ACTION:

Authorize the CEO and General Manager to extend Change Order No. 7 to 2015-2020 Lime Residuals Disposal Agreement in the amount of \$2,423 per week until repairs are complete.

BOARD REQUIRED ACTION:

Motion to authorize the CEO and General Manager to extend Change Order No. 7 to 2015-2020 Lime Residuals Disposal Agreement in the amount of \$2,423 per week until repairs are complete.

 Nathan W. Casey, P.E. (date) Director of Water Production	 Kyle A. Danley, P.E. (date) Chief Operating Officer	 Ted Corrigan, P.E. (date) CEO and General Manager
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Attachment: none

AGENDA ITEM FORM

SUBJECT: MidAmerican Energy Company Electric Transmission Line Easement

SUMMARY:

- MidAmerican Energy Company (MEC) is requesting an easement of approximately 0.47 acres comprising the west 140 ft. of Des Moines Water Works Park adjacent to Highway 28.
- This easement would allow MEC overhead transmission lines to pass above DMWW property. Accommodating MEC with an easement does not create adverse conditions to DMWW.
- Water Works staff and legal counsel have worked with MEC to develop an agreement for the permanent easement needed on Water Works property.
- Agreement has been reached on all terms and conditions of the easement.
- Staff recommends that the Board authorize the Chairperson and CEO and General Manager to execute the document granting an electric transmission line easement to MidAmerican Energy Company at the west 140 ft. of Des Moines Water Works Park adjacent to Highway 28.

FISCAL IMPACT:

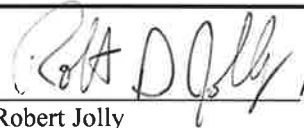
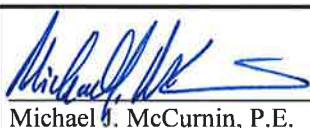
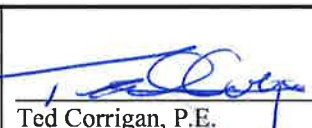
Des Moines Water Works will receive \$1.00 for granting this easement.

RECOMMENDED ACTION:

Authorize the Chairperson and CEO and General Manager to execute the document granting an electric transmission line easement to MidAmerican Energy Company.

BOARD REQUIRED ACTION:

- Public Hearing – Opened by Chairperson for comments from the public regarding the granting of an easement to MidAmerican Energy Company across Water Works' real estate. Chairperson closes hearing.
- Authorize the Chairperson and CEO and General Manager to execute the document granting an electric transmission line easement to MidAmerican Energy Company.

 Robert Jolly Eng. Tech Support Services Supervisor	 Michael V. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
12/15/21 (date)	12/16/21 (date)	12/17/21 (date)

Attachments: Easement and Exhibit A, Site Map

Prepared by and return to: Aaron O'Boyle 515-281-2579 MIDAMERICAN ENERGY ATTN: RIGHT-OF-WAY SERVICES PO BOX 657 DES MOINES, IA 50306-0657
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**MIDAMERICAN ENERGY COMPANY
ELECTRIC TRANSMISSION LINE EASEMENT (OVERHANG AND ACCESS ONLY)**

Folder No.	<u>106380</u>	State of	<u>Iowa</u>	
Work Req. No.	<u>N/A</u>	County of	<u>Polk</u>	
Project No.	<u>T9272</u>	Section	<u>14</u>	
		Township	<u>78</u>	North
		Range	<u>25</u>	West of the 5 th P.M.

1. For and in consideration of the sum of One and no/100 Dollar (\$1.00), and other valuable consideration, in hand paid by MIDAMERICAN ENERGY COMPANY, an Iowa corporation, receipt of which is hereby acknowledged, the undersigned owner(s) **Board of Water Works Trustees of the City of Des Moines, Iowa**, its successors and assigns, ("Grantor"), does hereby grant to MIDAMERICAN ENERGY COMPANY, its successors and assigns ("Grantee"), a perpetual, non-exclusive easement for the overhang of crossarms, electric supply line(s), insulators and other appurtenances and structures associated with electric supply lines for the transmission and distribution of electric energy and communication and electrical controls related to Grantee's operations (collectively "Facilities") adjacent to and overhanging the easement area described below ("Easement Area"), BUT NOT THE RIGHT OR PRIVILEGE TO PLACE POLES, TOWERS, OR OTHER STRUCTURES ON, BELOW, OR IN CONTACT WITH THE EARTH IN THE EASEMENT AREA. In addition, Grantee shall have the right and privilege to access its Facilities upon, over, along, across, and above the Easement Area including temporary access roads to construct, reconstruct, operate, maintain, replace or remove its Facilities adjacent to and overhanging the Easement Area described below, together with the right to survey the property and the right of ingress and egress to and from the same and all the rights and privileges incident and necessary to the enjoyment of this Easement Area, including the right to trim, cut down and remove such trees, brush, saplings and bushes as may interfere with the proper construction, maintenance, operation or removal of said Facilities, upon, over, along, across and adjacent to and overhanging the Easement Area. .

DESCRIPTION OF PROPERTY CONTAINING EASEMENT AREA:

Government Lot Seven (07), Section Fourteen (14), Township Seventy-eight North (78N), Range Twenty-five West (25W), Des Moines, Polk County, Iowa.

DESCRIPTION OF EASEMENT AREA:

See attached Exhibit "A", attached hereto and made a part hereof.

2. Grantee shall at all times maintain all energized electric supply lines within the Facilities so that clearance above the ground in the Easement Area exceeds each of the following: (i) twenty-five (25) feet; (ii) the clearance requirements of the National Electrical Safety Code; and (ii) the clearance requirements of the of the Iowa Utilities Board.

3. In addition to the rights granted in paragraph 1 above, Grantee shall have the right to be exercised upon reasonable notice to Grantor, and with due care to avoid damage to the above and underground water utility properties, systems, and other facilities of Grantor, to cut down, trim, spray or remove any trees or other vegetation growing in or adjacent to the Easement Area which, in the reasonable judgment of Grantee, may interfere with or endanger said Facilities (including, but not limited to, the right to cut down or trim any dead, weak, leaning or dangerous trees that are located within or outside the Easement Area that pose a current or future risk to fall or strike the wires or any other part of the Facilities).

4. Subject to the rights of the Grantee granted herein, Grantor shall have the unrestricted right to use and occupy the land for all purposes, including without limitation, the full right to maintain, repair, use, and expand its water utility properties and systems within the Easement Area.

5. Grantor agrees that it will not construct or place any permanent or temporary buildings, structures, including but not limited to, fences, trees, plants, other above ground objects on the Easement Area described herein, or make any changes in ground elevation without written permission from Grantee, which is not be unreasonably withheld, indicating that said construction or ground elevation changes will not result in inadequate or excessive ground cover, or otherwise interfere with the Grantee's rights to operate and maintain its Facilities, and that no act shall be performed by Grantor that violates the clearance requirements of the National Electrical Safety Code or the rules of the Iowa Utilities Board.. Grantor further agrees that no brush or other flammable materials shall be deposited, or accumulated or burned within the Easement Area.

6. In consideration of such grant, Grantee agrees that it will (i) pay for any damage to the water utility properties and systems of Grantor and (ii) repair physical damage to Grantor's fences, water utility properties, or other tangible property, real or personal, of the Grantor to the extent such damage referenced in (i) and (ii) above is caused by Grantee's construction, reconstruction, maintenance, operation, replacement or removal of the Facilities (except for damage to property placed subsequent to the granting of this easement that Grantee reasonably determines interferes with the operation and maintenance of the Facilities). For any such repairs required to be made by Grantee hereunder, Grantee agrees to repair such damaged property to the approximate condition of such property existing immediately before being damaged, to the extent reasonably practicable. The cutting, trimming and/or removal of trees, branches, saplings, brush or other vegetation on or adjacent to the Easement Area as described in paragraph 2 is expected and not considered damage to the Grantor.

7. Grantor certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Grantor hereby agrees to defend, indemnify and hold harmless Grantee from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

8. Each of the provisions of this easement shall be enforceable independently of any other provision of this easement and independent of any other claim or cause of action. In the event of any matter or dispute arising out of or related to this easement, it is agreed between the parties that the law of the State of Iowa (including statute of limitation provisions) will govern the interpretation, validity and effect of this easement without regard to the place of execution or place of performance thereof, or any conflicts of law provisions. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS EASEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

9. Grantor Represents that it is a municipal utility organized and existing under Chapter 388, Iowa Code.

10. Grantor warrants to Grantee that title in fee simple to the Easement Area is held by the City of Des Moines, Iowa for the use and benefit of Grantor and that Grantor has good and lawful authority to grant the rights provided in this easement pursuant to Section 388.4, Iowa Code.

Dated this ____ day of _____, 20__

Board of Water Works Trustees of the City of Des Moines, Iowa

By: _____

Name Printed: Graham R. Gillette

Its: Chairperson

By: _____

Name Printed: Ted Corrigan

Its: CEO and General Manager

ACKNOWLEDGMENT

STATE OF IOWA)
) ss
COUNTY OF POLK)

On this _____ day of _____, 2021, before me, a Notary Public in and for the State of Iowa, personally appeared Graham Gillette and Ted Corrigan, to me personally known, and who being by me duly sworn, did say that they are the Chairperson and CEO and General Manager of the Board of Water Works Trustees of the City of Des Moines, Iowa that no seal has been procured by the entity; that the instrument was signed on behalf of the entity by authority of its Board as contained in the resolution adopted by the Board, following a public hearing on the 21st of December, 2021, and that Graham Gillette and Ted Corrigan acknowledged the execution of the instrument to be the voluntary act and deed of the Board of Water Works Trustees of the City of Des Moines, Iowa, by it and them voluntarily executed.

Signature of Notary Public

MIDAMERICAN ENERGY COMPANY

By: _____
John A. Guy
Vice President, Electric Delivery



STATE OF IOWA)
) ss
COUNTY OF POLK)

This record was acknowledged before me on _____, 20____, by John A. Guy as
Vice President, Electric Delivery of MidAmerican Energy Company.

Signature of Notary Public

EXHIBIT "A"

Legend

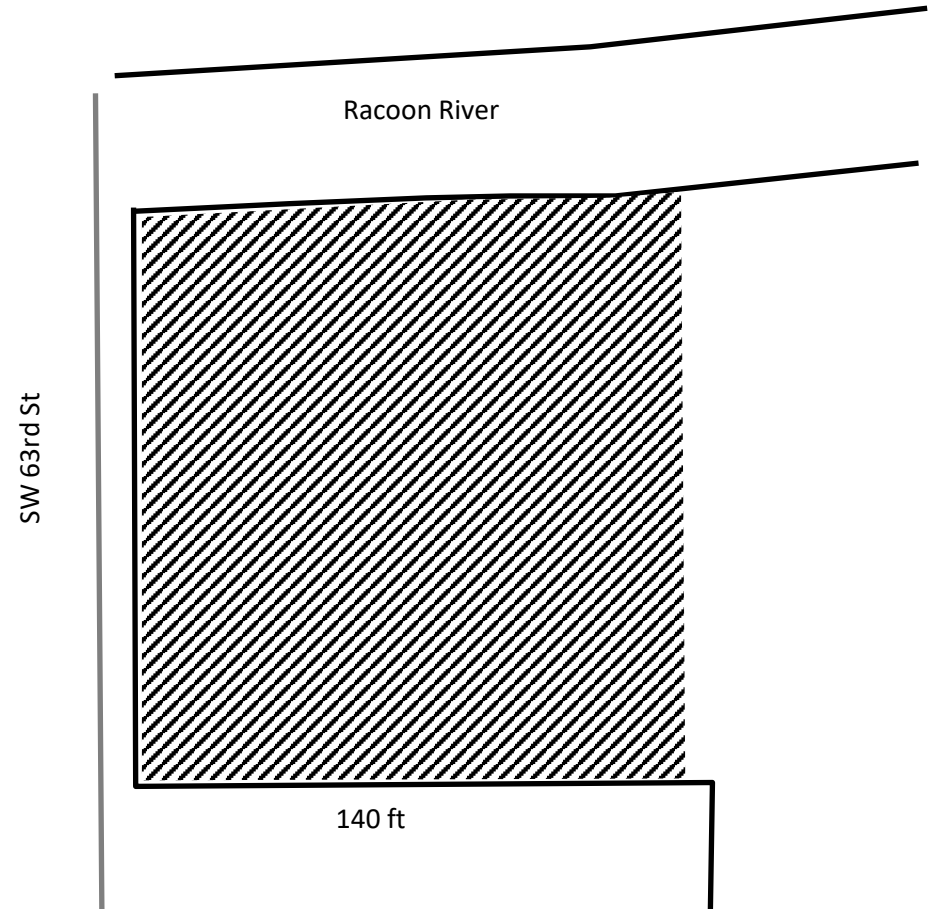
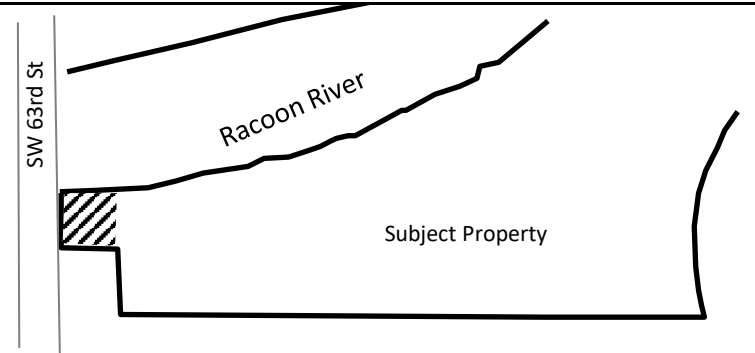
-  - Subject Property Line
-  - Electrical Transmission Line Easement

Parcel Legal Description:

Government Lot Seven (07), Section Fourteen (14), Township seventy0eight North (78N), Range Twenty-five West (25W), Des Moines, Polk County, Iowa.

Easement Area:

The West One Hundred Forty (140) feet of the above described parcel.



Customer: Des Moines Water Works

Address: SW 63rd St & Racoon River

City: Des Moines

State: Iowa

Scale: Not to Scale

Folder: 106380

Parcel # 7825.14.276.001

Date: 11/9/2021

Sec 14, T 78N, R25 W



Job Desc: Overhead Electrical transmission Line Easement



NOT TO SCALE



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. III-H
Meeting Date: December 21, 2021
Chairperson's Signature ☒ Yes ☐ No

AGENDA ITEM FORM

SUBJECT: MidAmerican Energy Company Gas Easement

SUMMARY:

- MidAmerican Energy Company (MEC) is requesting a 10 ft. wide easement running for approximately 150 ft. across the far west portion of Des Moines Water Works Park adjacent to Highway 28.
- This easement would be used for placement of a 16" gas pipeline that is being relocated from the west side of Highway 28 due to Raccoon River bridge replacement.
- Water Works staff and legal counsel have worked with MEC to develop an agreement for the permanent easement needed on Water Works property.
- Agreement has been reached on all terms and conditions of the easement.
- Staff recommends that the Board authorize the Chairperson and CEO and General Manager to execute the document granting a gas easement to MidAmerican Energy Company across the far west portion of Des Moines Water Works Park adjacent to Highway 28.

FISCAL IMPACT:

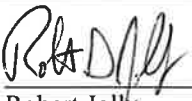
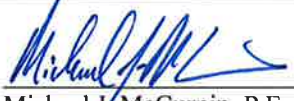

Des Moines Water Works will receive \$1.00 for granting this easement.

RECOMMENDED ACTION:

Authorize the Chairperson and CEO and General Manager to execute the document granting a gas easement to MidAmerican Energy Company.

BOARD REQUIRED ACTION:

- Public Hearing -- Opened by Chairperson for comments from the public regarding the granting of a gas easement to MidAmerican Energy Company across Water Works' real estate. Chairperson closes hearing.
- Authorize the Chairperson and CEO and General Manager to execute the document granting a gas easement to MidAmerican Energy Company.

 Robert Jolly Eng. Tech Support Services Supervisor 12/15/21 (date)	 Michael J. McCurnin, P.E. Director of Engineering Services 12/16/21 (date)	 Ted Corrigan, P.E. CEO and General Manager 12/17/21 (date)
--	--	--

Attachments: Easement and Exhibit A, Site Map

Prepared by and return to: Aaron O'Boyle 515-281-2579 MIDAMERICAN ENERGY ATTN: RIGHT-OF-WAY SERVICES PO BOX 657 DES MOINES, IA 50306-0657
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**MIDAMERICAN ENERGY COMPANY
GAS EASEMENT**

Folder No.	<u>106379</u>	State of	<u>Iowa</u>	
Work Req. No.	<u>2857191</u>	County of	<u>Polk</u>	
Project No.	<u>A5655</u>	Section	<u>14</u>	
		Township	<u>78</u>	North
		Range	<u>25</u>	West of the 5 th P.M.

1. For and in consideration of the sum of One and no/100-----Dollar (\$1.00), and other valuable consideration, in hand paid by MIDAMERICAN ENERGY COMPANY, an Iowa corporation, receipt of which is hereby acknowledged, the undersigned owner(s) **Board of Water Works Trustees of the City of Des Moines, Iowa**, its successors and assigns ("Grantor"), does hereby grant to MIDAMERICAN ENERGY COMPANY, its successors and assigns ("Grantee"), a perpetual, non-exclusive easement to construct, attach, reconstruct, operate, maintain, replace or remove line(s) and facilities for the transportation of natural gas, including but not limited to, meters, valves, support brackets, piping, line markers and other reasonably necessary equipment incident thereto (collectively "Facilities") under, upon and on the surface of the ground, through and across certain property described below, together with the right of ingress and egress to and from the same, and all the rights and privileges incident and necessary to the enjoyment of this easement ("Easement Area").

DESCRIPTION OF PROPERTY CONTAINING EASEMENT AREA:

Government Lot Seven (07), Section Fourteen (14), Township Seventy-eight North (78N), Range Twenty-five West (25W), Des Moines, Polk County, Iowa

EASEMENT AREA:

An underground gas easement described as follows:

Said easement area is generally depicted on Exhibit "A", attached hereto and made a part hereof.

2. Additionally, Grantee shall have the right to be exercised upon reasonable notice to Grantor, and with due care to avoid damage to the above and underground water utility properties and systems of Grantor, to remove from the Easement Area described above, any obstructions, including but not limited to, trees, plants, undergrowth, buildings, fences and structures that interfere with the proper operation and maintenance of said Facilities and equipment.

3. Subject to the rights of the Grantee granted herein, Grantor reserves the full, unrestricted right to maintain, repair, use, and expand its water utility properties and systems within the Easement Area, but Grantor agrees that it will not construct or place any permanent or temporary buildings, structures, fences, trees, plants, or other objects on the Easement Area described above, or make any changes in ground elevation without written permission from Grantee, which is not to be unreasonably withheld, indicating that said construction or ground elevation changes will not result in inadequate or excessive ground cover, or otherwise interfere with the Grantee's rights to operate and maintain its Facilities.

4. In consideration of such grant, Grantee agrees that it will (i) pay for any damage to the water utility properties and systems of Grantor and (ii) repair physical damage to Grantor's fences, water utility properties, or other tangible property, real or personal, of the Grantor to the extent such damage referenced in (i) and (ii) above is caused by Grantee's construction, reconstruction, maintenance, operation, replacement or removal of the Facilities (except for damage to property placed subsequent to the granting of this easement that Grantee reasonably determines interferes with the operation and maintenance of the Facilities). For any such repairs required to be made by Grantee hereunder, Grantee agrees to repair such damaged property to the approximate condition of such property existing immediately before being damaged, to the extent reasonably practicable. The cutting, recutting, trimming and removal of trees, branches, saplings, brush or other vegetation on or adjacent to the Easement Area is expected and not considered damage to the Grantor.

5. Grantor certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Grantor hereby agrees to defend, indemnify and hold harmless Grantee from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

6. Each of the provisions of this easement shall be enforceable independently of any other provision of this easement and independent of any other claim or cause of action. In the event of any matter or dispute arising out of or related to this easement, it is agreed between the parties that the law of the State of Iowa (including statute of limitation provisions) will govern the interpretation, validity and effect of this easement without regard to the place of execution or place of performance thereof, or any conflicts of law provisions. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS EASEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

7. Grantor represents that it is a municipal utility organized and existing under Chapter 388, Iowa Code.

8. Grantor warrants to Grantee that title in fee simple to the easement Area is held by the City of Des Moines, Iowa for the use and benefit of Grantor and that Grantor has good and lawful authority to grant the rights provided in this easement pursuant to Section 388.4, Iowa Code.

Dated this ____ day of _____, 20__

Board of Water Works Trustees of the City of Des Moines, Iowa

By: _____

Name Printed: Graham R. Gillette

Its: Chairperson

By: _____

Name Printed: Ted Corrigan

Its: CEO and General Manager

ACKNOWLEDGMENT

STATE OF IOWA)
) ss
COUNTY OF POLK)

On this _____ day of _____, 2021, before me, a Notary Public in and for the State of Iowa, personally appeared Graham Gillette and Ted Corrigan, to me personally known, and who being by me duly sworn, did say that they are the Chairperson and CEO and General Manager of the Board of Water Works Trustees of the City of Des Moines, Iowa that no seal has been procured by the entity; that the instrument was signed on behalf of the entity by authority of its Board as contained in the resolution adopted by the Board, following a public hearing on the 21st of December, 2021, and that Graham Gillette and Ted Corrigan acknowledged the execution of the instrument to be the voluntary act and deed of the Board of Water Works Trustees of the City of Des Moines, Iowa, by it and them voluntarily executed.

Signature of Notary Public

MIDAMERICAN ENERGY COMPANY

By: _____

Nick Nation
Vice President, Gas Delivery

STATE OF IOWA)
) ss
COUNTY OF POLK)

This record was acknowledged before me on _____, 2021, by Nick Nation as Vice

President, Gas Delivery of MidAmerican Energy Company.

Signature of Notary Public

EXHIBIT A
SECTION 14
T78N, R25W
DES MOINES, POLK COUNTY, IA.

UNDERGROUND GAS EASEMENT EASEMENT LEGAL DESCRIPTION

An easement for gas pipeline purposes over, under and across that part of Government Lot Seven (07), Section Fourteen (14), Township Seventy-eight North (T78N), Range Twenty-five West (R25W), Des Moines, Polk County, Iowa. Said pipeline easement is Ten (10.00) feet wide lying Five (5.00) feet on each side of the following described centerline:

Commencing at the Northwest corner of the Southwest Quarter (SW 1/4), of the Northeast Quarter (NE 1/4) of aforesaid Section Fourteen (14); thence S00°08'07"W Fifteen Hundred Thirty-one and Twenty-nine Hundredths (1531.29) feet along the West line of said Northeast Quarter (NE 1/4) to the Westerly extension of the North line of Parcel described in Book 6090, Page 482 in the Polk County Recorder's Office; thence S89°51'53"E One Hundred Forty-three and Forty-five Hundredths (143.45) feet along said Westerly extension and along said North line to the point of beginning; thence N01°31'12"W One Hundred Fifty (150.0) feet, more or less, to the Raccoon River and to the point of termination containing 1500 square feet, more or less.

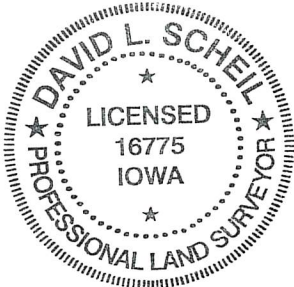
The sidelines of said easement shall be lengthened and /or shortened to terminate at said River, aforesaid North line and as needed to provide a continuous strip.

Subject to valid easements, if any.

CES FILE NO. 2752

OWNER OF RECORD

Board of Water Works Trustees



CERTIFICATION

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Iowa.

Signature: David L. Scheil
David L. Scheil, P.L.S.
Date: JUNE 11, 2021 License No. 16775
Pages or Sheets Covered by this Seal: 2
My license renewal date is December 31, 2022

MidAmerican Energy Co.

Wayne Claassen Engineering and Surveying, Inc.
2705 University Avenue · P.O. Box 898 · Waterloo, Iowa 50701
Phone: (319) 235-6294 Fax: (319) 235-0028

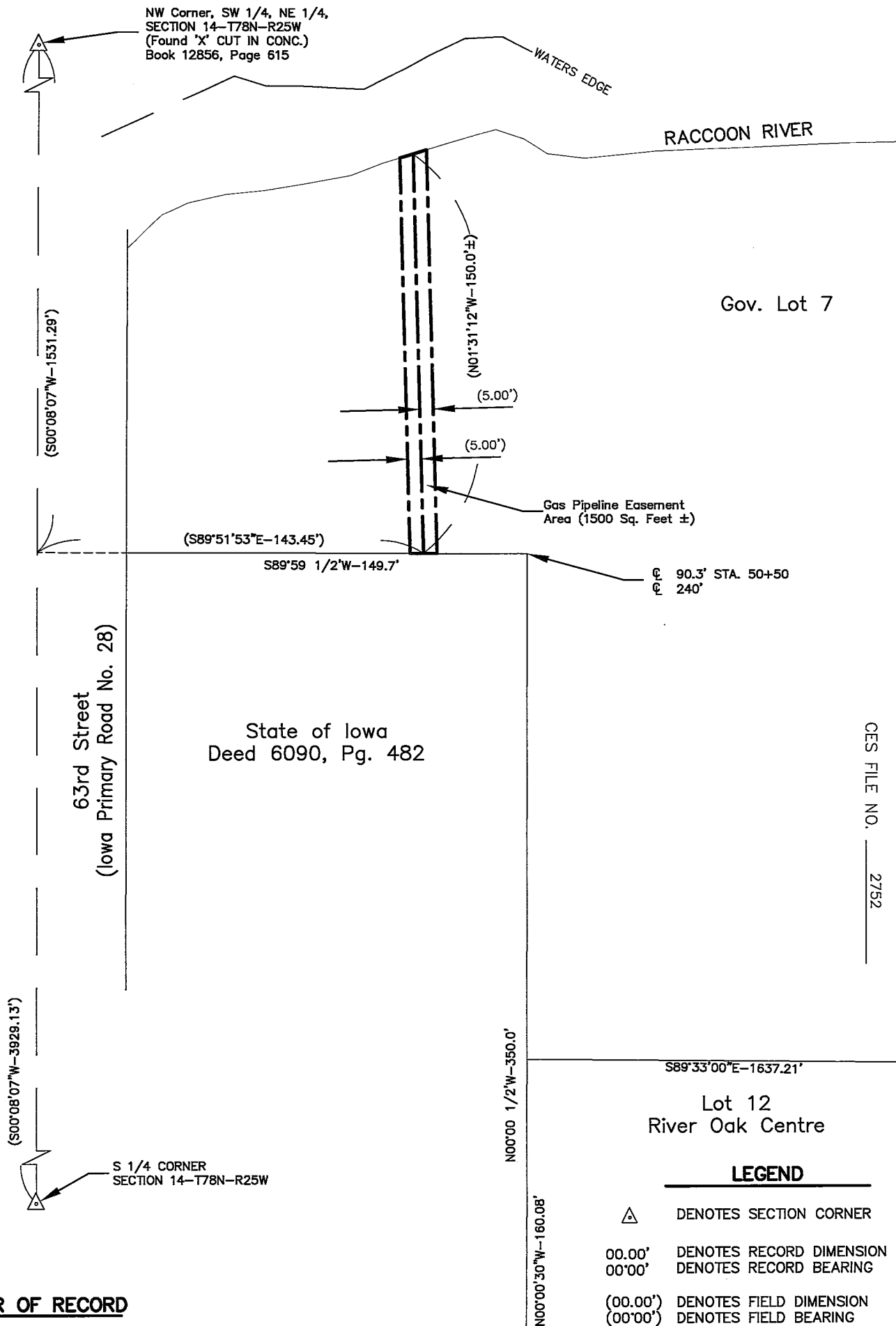
Revision	Description	By	App.
CADD:			
Dr. By	DLS	Date	06-11-2021
GEO PARCEL :			

UNDERGROUND GAS EASEMENT LEGAL DESCRIPTION
Section 14-T78N-R25W Des Moines, Polk County, Iowa
EXHIBIT A - PAGE 1 OF 2

EXHIBIT A
SECTION 14
T78N, R25W
DES MOINES, POLK COUNTY, IA.



0 50
1 INCH = 50 FEET



CES FILE NO. 2752

OWNER OF RECORD

Board of Water Works Trustees



MidAmerican Energy Co.

Wayne Claassen Engineering and Surveying, Inc.

2705 University Avenue · P.O. Box 898 · Waterloo, Iowa 50701
Phone: (319) 235-6294 · Fax: (319) 235-0028

Revision	Description	By	App.
CADD:			
Dr. By	Date		
DL S	06-11-2021		
GEO PARCEL :			

UNDERGROUND GAS EASEMENT
LEGAL DESCRIPTION

Section 14-T78N-R25W
Des Moines, Polk County, Iowa

EXHIBIT A - PAGE 2 OF 2



NOT TO SCALE

AGENDA ITEM FORM

SUBJECT: Award 2022 Water Service Line Repairs Contract

SUMMARY:

- A Request for Proposals for the 2022 Water Service Line Repairs project was published inviting plumbing contractors to bid on service line repairs for the 2022 calendar year.
- Specifications and proposal documents were sent to prospective contractors. Two (2) proposals were received and opened on December 10, 2021. Following is the summary of the proposals received:

BIDDER	TOTAL BASE BID
Torgerson Excavating, Inc.	\$238,340
J&K Contracting, LLC	\$727,605

- The engineer's estimate for the project was \$242,000.
- Torgerson Excavating, Inc. has successfully completed this project for DMWW in the past.
- The 2022 Water Service Line Repairs Contract provides for an extension of the contract for up to an additional two (2) years provided both parties agree with the terms.

FISCAL IMPACT:

Funds for this project will come from the Water Distribution Billed Services budget. Des Moines Water Works will recover these funds by invoicing the property owner who has water service line repairs completed by our contracted plumber.

RECOMMENDED ACTION:

Award the 2022 Water Service Line Repairs to Torgerson Excavating, Inc., in the amount of \$238,340, and authorize the Chairperson and the CEO and General Manager to execute the contract.

BOARD REQUIRED ACTION:

Motion to award the 2022 Water Service Line Repairs to Torgerson Excavating, Inc., in the amount of \$238,340, and authorize the Chairperson and CEO and General Manager to execute the contract.

 Katie G. Vandal Staff Engineer (date) 12/15/21	 Michael J. McCurnin, P.E. Engineering Services Manager (date) 12/16/21	 Ted Corrigan, P.E. CEO and General Manager (date) 12/17/21
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Attachments: None



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. IIIJ
Meeting Date: December 21, 2021
Chairperson's Signature ☐ Yes ☒ No

AGENDA ITEM FORM

SUBJECT: Performance Evaluation and Salary Increase for CEO and General Manager

SUMMARY:

The CEO's employment agreement provides for an annual performance evaluation to be conducted by the Board. The evaluation has been conducted by the Board Chair and Vice-Chair with input from the Board.

In addition, the CEO's employment agreement provides for an annual salary increase effective each January 1st in an amount equal to the average percentage increase of all bargaining unit employees for the corresponding year. The Board shall consider and may in its discretion award an additional amount of salary and/or a bonus as of any January 1st per the agreement.

FISCAL IMPACT:




To be determined by Board action, if any.

RECOMMENDED ACTION:

No recommendation. Action, if any, to be determined by Board after discussion.

BOARD REQUIRED ACTION:

Action, if any, to be determined by Board after discussion.

 Doug Garnett Director of Human Resources	 Amy Kahler, CPA Chief Financial Officer	
12/13/21 (date)	12/13/21 (date)	

Attachments: None

AGENDA ITEM FORM

SUBJECT: Information Items

SUMMARY:

- 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
 - 2022 External Boards and Committee Assignments
- B. Staff Updates
 - External Affairs
- C. CEO and General Manager's Comments
 - 2021 Utility Goals Update
- D. Contract Status and Professional Services Agreements

FISCAL IMPACT:


No impact to the budget.

RECOMMENDED ACTION:

For review and discussion.

BOARD REQUIRED ACTION:

Review and discussion.

<hr style="width: 100%;"/> (date)	<hr style="width: 100%;"/> (date)	 Ted Corrigan, P.E. CEO and General Manager (date) 12/17/21
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Attachments: Des Moines Water Works Park Foundation Executive Summary, Board Minutes, November 2021 Financials; 2022 External Boards and Committee Assignments; 2021 Utility Goals Update; Contract Status and Professional Services Agreements Spreadsheets



14 December 2021

Updates from the Des Moines Water Works Park Foundation

The Campaign/Development:

The finishing campaign continues to move forward. About \$1.4M remain to reach our \$13M goal.

Park Construction

The RAGBRAI sign that had been damaged by a vendor has been replaced. The area has been winterized by DMWW staff.

Programming

Planning continues on additional programming for 2022. Amphitheater dates are filling up and we are working with the Des Moines Gardening Club to bring an Olmstead Exhibit to the park in March.

Foundation Governance

A new slate of officers was elected at our annual meeting.

Taking office January 1 will be:

Matt Van Loon – President

Jason Stone – Vice President (president elect)

Ardis Kelley – Treasurer

Crystal Franke - Secretary



November financials and December Meeting Minutes attached.

DES MOINES WATER WORKS PARK FOUNDATION

Board of Directors Annual Meeting

Friday, December 10, 2021 – 12:30 – 3:00

Minutes



BOD Members in Attendance: Andrew Manatt, Bethany Wilcoxon, Chad Rasmussen, Dara Madigan, Raul Cunarro, Ardis Kelley, Amy Jennings, Jon Koehn, Teri Wood TeBockhorst, Ashley Aust, Mike McCurnin

Guests/Staff: Cassandra Halls & Sam Carrell – DMWWPF

- I. Call to Order/President's Welcome/Affirm Agenda** – Amy Jennings
- II. Approve minutes** – Amy Jennings – Jennings asked for review and approval of November meeting minutes.
Motion: Ardis Kelley **Second:** Chad Rasmussen **APPROVED**
- III. Financial Report** – Ardis Kelley – Kelley provided an update on the financials. No financial report was provided or voted on at the annual meeting because financials were not yet available.
- IV. Year in Review** – Amy Jennings and Cassandra Halls presented on the Major Accomplishments for the Des Moines Water Works Park Foundation for 2021 and reviewed the 2021 Strategic Planning Discussion Points with the Board.
- V. Slate of 2022 Officers** – Amy Jennings presented the 2022 Slate of Officers as set forth below and requested approval of the 2022 Slate of Officers.
 - **President** – Matt Van Loon
 - **Vice President (President Elect)** – Jason Stone
 - **Secretary** – Crystal Franke
 - **Treasurer** – Ardis Kelley

Motion: Jon Koehn **Second:** Bethany Wilcoxon **APPROVED**
- VI. 2020 Board Honored** – Sam Carrell and Amy Jennings honored the 2020 Board Members that were unable to be honored in person due to COVID-19. Sam Carrell presented Jon Koehn with an award and thanked him for his leadership in 2020.
- VII. Approval of Additional One-Year Term** – Ashley Aust reviewed with the Board the term for Director Chad Rasmussen. It was determined that his term started mid-year and there was additional time remaining to allow Chad to serve on the Board. The Board determined to approve Chad Rasmussen for an additional term not to exceed one year.

Motion: Ashley Aust

Second: Jon Koehn

APPROVED

VIII. BOD Topics for Discussion and Updates

- **What's Next** – Amy Jennings and Cassandra Halls
 - Reviewed the 2021 Strategic Planning Points
 - Completed a few exercises with the Board to obtain input on the High-Level Priorities for 2022
- **Celebrate Success**
 - **#1 – Reactivating the Park** – examples of the Events, Marathon Water Station, Art in the Park, the suite experience, expanding the programming, Earth Day, Prom in the Park, etc.
 - **#2 – Operations** – navigation of COVID-19, Google Drive implementation, Development, Relationships.
 - **#3 – Planning** – creating the mission and vision statements, strategic planning work.
 - **#4 – Board Members** – recruitment of new Board Members, Board Members developing relationships, Development of the Board.

IX. Season Recap in Photos – Sam Carrell

- Sam Carrell discussed the season recap for the park and the Board watched the video of photos from the Park in 2021. Sam Carrell presented on all of the amazing events at the Park in 2021.

X. Adjourn

- Meeting was adjourned at 3:00 pm

Upcoming Events:

Des Moines Water Works Park Foundation

<i>Comparative Statements of Financial Position as of</i>	<u>November 30, 2021</u>	<u>October 31, 2021</u>	<u>December 31, 2020</u>
ASSETS			
Cash and Cash Equivalents	\$ 92,297.46	\$ 152,670.21	\$ 166,358.46
Investments - Endow Iowa	58,977.16	57,797.93	53,645.58
Pledges Receivable	938,327.40	938,327.40	1,172,842.85
Prepaid Expenses	1,003.82	1,241.24	1,047.90
Total Assets	<u><u>\$ 1,090,605.84</u></u>	<u><u>\$ 1,150,036.78</u></u>	<u><u>\$ 1,393,894.79</u></u>
LIABILITIES			
Accounts Payable	\$ 1,950.73	\$ 37,026.00	\$ -
Accrued Expenses	1,325,346.61	1,325,346.61	600,000.00
Loan Payable - Line of Credit	703,745.80	703,745.80	1,003,813.00
Total Liabilities	<u><u>\$ 2,031,043.14</u></u>	<u><u>\$ 2,066,118.41</u></u>	<u><u>\$ 1,603,813.00</u></u>
NET ASSETS			
Net Assets without donor restrictions:			
Available to Spend	\$ 962,213.61	\$ 994,850.30	\$ 1,022,662.07
Net Assets with donor restrictions:			
Endow Iowa	58,977.16	57,797.93	53,645.58
Karras Kaul Sculpture	11,487.21	10,419.71	-
Park Improvement/Fleur Trail	(1,973,115.28)	(1,979,149.57)	(1,286,225.86)
Total Net Assets	<u><u>\$ (940,437.30)</u></u>	<u><u>\$ (916,081.63)</u></u>	<u><u>\$ (209,918.21)</u></u>
Total Liabilities and Net Assets	<u><u>\$ 1,090,605.84</u></u>	<u><u>\$ 1,150,036.78</u></u>	<u><u>\$ 1,393,894.79</u></u>

Des Moines Water Works Park Foundation
Consolidated Statement of Financial Activity and Change in Net Assets
For the eleven months ending November 30, 2021

	November-21			FISCAL YEAR TO DATE			Annual Budget
	Actual	Budget	Budget Variances	Actual	Annual Budget to Date	Budget Variances to Date	2021
REVENUES AND OTHER SUPPORT							
Capital Support							
Campaign Income	\$ 0.03	\$ 194,731.25	\$ (194,731.22)	\$ 72,500.23	\$ 2,142,043.75	\$ (2,069,543.52)	\$ 2,336,775.00
Non Capital Support/Giving							
Corporate & Foundation Giving	1,067.50	-	1,067.50	24,494.12	-	24,494.12	-
Fee for Service Income	(8,870.30)	-	(8,870.30)	800.00	-	800.00	-
Individual Gifts	1,239.38	-	1,239.38	53,687.43	-	53,687.43	-
Park Sponsorships	-	2,500.00	(2,500.00)	-	27,500.00	(27,500.00)	30,000.00
Special Event Income	-	1,041.67	(1,041.67)	57,215.00	11,458.33	45,756.67	12,500.00
State Grant Income	-	2,083.33	-	17,700.00	22,916.67	(5,216.67)	25,000.00
User/Vendor Revenue	-	31,230.83	(31,230.83)	1,750.00	343,539.17	(341,789.17)	374,770.00
Total Non Capital Support/Giving	\$ (6,563.42)	\$ 36,855.83	\$ (43,419.25)	\$ 155,646.55	\$ 405,414.17	\$ (249,767.62)	\$ 442,270.00
Investment Income, net of fees	1,197.49	-	1,197.49	5,673.95	-	5,673.95	-
Total Revenues and Other Support	\$ (5,365.90)	\$ 231,587.08	\$ (236,952.98)	\$ 233,820.73	\$ 2,547,457.92	\$ (2,313,637.19)	\$ 2,779,045.00
EXPENSES							
Operating Expenses							
Accounting/Audit	\$ 825.00	\$ 923.58	\$ (98.58)	\$ 9,075.00	\$ 10,159.42	\$ (1,084.42)	\$ 11,083.00
Annual Meeting	-	125.00	(125.00)	-	1,375.00	(1,375.00)	1,500.00
Bank Charges	-	-	-	713.99	-	713.99	-
Board of Directors	-	87.50	(87.50)	-	962.50	(962.50)	1,050.00
Consulting Services	-	3,800.00	(3,800.00)	54,588.44	41,800.00	12,788.44	45,600.00
Development	-	16.67	(16.67)	-	183.33	(183.33)	200.00
General Office	561.56	458.33	103.23	7,910.82	5,041.67	2,869.15	5,500.00
Legal Expense	-	2,500.00	(2,500.00)	-	27,500.00	(27,500.00)	30,000.00
Marketing	67.39	2,513.33	(2,445.94)	1,960.11	27,646.67	(25,686.56)	30,160.00
Meetings	-	79.17	(79.17)	-	870.83	(870.83)	950.00
Miscellaneous	-	41.67	(41.67)	-	458.33	-	500.00
Park Maintenance	-	7,500.00	(7,500.00)	-	82,500.00	(82,500.00)	90,000.00
Printing	-	-	-	515.73	-	515.73	-
Special Event Expense	-	791.67	(791.67)	1,100.00	8,708.33	(7,608.33)	9,500.00
Staffing & Administrative Costs	4,770.00	8,600.00	(3,830.00)	52,470.00	94,600.00	(42,130.00)	103,200.00
Supplies Expense	905.00	-	905.00	905.00	-	905.00	-
Travel	-	250.00	(250.00)	-	2,750.00	(2,750.00)	3,000.00
Total Operating Expenses	\$ 7,128.95	\$ 27,686.92	\$ (20,557.97)	\$ 129,239.09	\$ 304,556.08	\$ (174,858.66)	\$ 332,243.00
User Committee Expenses							
Building Repairs	-	-	-	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)	-	1,819.58	(1,819.58)	1,985.00
Rent Expense	-	-	-	884.05	-	884.05	-
Special Event Expenses	7,215.62	10,416.67	(3,201.05)	54,896.08	114,583.33	(59,687.25)	125,000.00
Supplies Expense	-	-	-	68.24	-	68.24	-
Utilities	679.46	830.00	(150.54)	7,828.63	9,130.00	(1,301.37)	9,960.00
Total User Committee Expenses	\$ 7,895.08	\$ 11,412.08	\$ (3,517.00)	\$ 75,711.08	\$ 125,532.92	\$ (49,821.84)	\$ 136,945.00
Capital Expenses							
Campaign Support	-	-	-	9,267.50	-	9,267.50	-
Fleur Underpass Trail Expense	-	91,666.67	(91,666.67)	725,346.61	1,008,333.33	(282,986.72)	1,100,000.00
Interest Expense	3,965.74	3,296.42	669.32	24,775.54	36,260.58	(11,485.04)	39,557.00
Park Improvements	-	7,500.00	(7,500.00)	-	82,500.00	(82,500.00)	90,000.00
Total Capital Expenses	\$ 3,965.74	\$ 102,463.08	\$ (98,497.34)	\$ 759,389.65	\$ 1,127,093.92	\$ (367,704.27)	\$ 1,229,557.00
Total Expenses	\$ 18,989.77	\$ 141,562.08	\$ (122,572.31)	\$ 964,339.82	\$ 1,557,182.92	\$ (592,384.76)	\$ 1,698,745.00
Change in Net Assets	\$ (24,355.67)	\$ 90,025.00	\$ (114,380.67)	\$ (730,519.09)	\$ 990,275.00	\$ (1,721,252.42)	\$ 1,080,300.00
Net Assets, Beginning of Year				(209,918.21)			
Net Assets, End of Year				<u>\$ (940,437.30)</u>			

2022 External Boards and Committee Assignments

	Board Committee	External Boards
Joel Aschbrenner	Finance & Audit Chair	DMWW Park Foundation
Andrea Boulton, Vice-Chairperson	Planning Chair	DMWW Park Foundation
Graham Gillette, Chairperson		Central Iowa Regional Drinking Water Commission Greater Des Moines Botanical Garden
Susan Huppert	Customer Relations Chair Finance & Audit	
Diane Munns	Customer Relations Planning	

DES MOINES WATER WORKS

Board of Water Works Trustees



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

MEMORANDUM

DATE: December 14, 2021

TO: Ted Corrigan, CEO and General Manager

FROM: Mike McCurnin, Director of Engineering Services
Jenny Puffer, Director of Water Distribution
Jennifer Terry, External Affairs Manager
Kyle Danley, Chief Operating Officer

SUBJECT: 2021 Utility Goals Update

Staff has committed to providing the Board of Water Works Trustees with regular updates on the utility's 2021 goals. Four goals have been developed to provide focus during 2021 including treatment plant expansion evaluations, response to Lead and Copper Rule revisions, completion of a Five-Year Organizational Strategic Plan, and safety. An update on our 2021 goals is provided below.

Goal	Update	Status
<u>Treatment Expansion Evaluation</u> A two-pronged goal with an initial task of updating the <u>DMWW Long Range Plan 2017</u> in the first quarter of 2021. Secondary task being the completion of a thorough cost analyses (during Q2 and Q3 of 2021) of treatment expansion options that include necessary source, treatment, and transmission needs.	HDR has completed a review of the <u>DMWW Long Range Plan 2017</u> and presented "technical memorandum" to staff, Board, and regional parties in March and April of 2021. Rather than pursue cost analyses between expansions at McMullen Water Treatment Plant (MWTP) and Saylorville Water Treatment Plant (SWTP), staff has elected to proceed with preliminary engineering of two different (10 mgd and 25 mgd) expansions at SWTP. HDR and Black & Veatch have been in work since August. The 10 mgd preliminary engineering report remains on schedule and should be delivered in late January 2022. The 25 mgd preliminary engineering report has seen some unforeseen delays and will likely be delivered in February of 2022.	Not On Track

<p><u>Response Plan to Lead & Copper Rule Revisions</u></p> <p>In response to the recently revised Lead and Copper Rule, we will complete the following by November 30, 2021:</p> <ul style="list-style-type: none"> • Develop an updated public education and outreach program, • Work with local schools and childcare facilities to conduct lead testing, • Prepare a lead service line replacement plan. 	<p>Earlier in the year, the Biden administration put a freeze on the Lead & Copper Rule Revisions so they could review the regulation and determine if additional changes were necessary. Their revised rule is due out at the end of December.</p> <p>Without the final rule in place, we were not able to complete our public outreach, school and daycare testing plan, or lead service line replacement plan. There are a number of unanswered questions that need to be addressed before we can figure out what our next steps will be.</p>	<p>Not On Track</p>
<p><u>Complete a Five-Year Organizational Strategic Plan</u></p> <p>We will complete a five-year organizational strategic plan on time and within budget. The strategic plan will:</p> <ul style="list-style-type: none"> • Have the full support of our board and senior leadership; • Result from a participatory process; • Include strategies for communication and management of change; • Include an action plan; and • Lay out KPI's (Key Performance Indicators). 	<p>A five-year organizational strategic plan was finalized in October that included our Mission, Service Vision, and Core Values. In November, the Senior Management Team (SMT) and all supervisors held a work session and identified which initiatives and projects will be undertaken by the various departments in 2022. In December, HDR led the SMT in prioritizing projects, identifying specific goals, and KPIs. Next steps are to roll out introduction of the strategic plan to the public, to our customers and partners, and to our employees on various platforms using a variety of communication tools and strategies.</p>	<p>On Track</p>

<p><u>Safety</u></p> <p>In 2021, we will improve the safety culture and awareness of safety at DMWW. Using help from the Central Safety Committee, we will encourage all staff to complete near-miss reports with a goal of completing a minimum of 100 near miss reports in 2021. Also, in 2021 we will focus on training and awareness to prevent slip, trip, and fall injuries which have resulted in 22% of our injuries over the past 11 years.</p>	<p>To date we have only experienced four recordable injuries this year (12-year average is 12.3) and staff has reported 117 near-miss reports. Over 38% of the near-miss reports were related to slip, trip and fall hazards, indicating there was focus and awareness to improve in this area by staff. The Central Safety Committee feels we are refining the culture and emphasizing awareness in the utility by exceeding the near-miss goal, resulting in notably less injuries and vehicle accidents historically.</p>	<p>On Track</p>
--	--	-----------------

COMPETITIVE BIDS CONTRACT STATUS FOR DECEMBER 2021

Presdimentation Basins - Valve Replacement	Pause by Owner to discuss bypass options. Contractor still working other contract items.	Contractor	The Waldinger Corporation
		Notice to Proceed	3/16/2020
		Original Contract Sum	\$1,427,530.00
		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	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	Jan-22
NW 26th Street Booster Station	Construction in progress - startup within the next month	Contractor	Henkel Construction Company
		Notice to Proceed	8/14/2020
		Original Contract Sum	\$1,533,000.00
		Net Change by Change Orders	\$60,871.86
		Contract Sum to Date	\$1,593,871.86
		Total Completed to Date	\$1,384,444.33
		Anticipated Completion Date	Jan-22
Gallery Valve Chamber Structures Reconstruction	Construction near complete	Contractor	Synergy Contracting, LLC
		Notice to Proceed	4/19/2021
		Original Contract Sum	\$432,770.00
		Net Change by Change Orders	\$16,204.70
		Contract Sum to Date	\$448,974.70
		Total Completed to Date	\$383,053.50
		Anticipated Completion Date	Dec-21
2021 Des Moines Water Main Replacement Contract 1 - E. Pleasant View Drive & E. 17th Street	Construction near complete	Contractor	Synergy Contracting, LLC
		Notice to Proceed	5/11/2021
		Original Contract Sum	\$1,806,597.00
		Net Change by Change Orders	\$160,268.77
		Contract Sum to Date	\$1,966,865.77
		Total Completed to Date	\$1,794,376.74
		Anticipated Completion Date	Dec-21
2021 Des Moines Water Main Replacement Contract 2 - Feeder Main at SE 15th Street and Martin Luther King Jr. Parkway	Construction near complete	Contractor	Raccoon Valley Contractors
		Notice to Proceed	5/14/2021
		Original Contract Sum	\$1,619,134.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,619,134.00
		Total Completed to Date	\$1,311,313.20
		Anticipated Completion Date	Dec-21

Item IV-D

Nitrate Removal Facility Crawlspace Renovation	Construction in progress	Contractor	Henkel Construction Company
		Notice to Proceed	6/1/2021
		Original Contract Sum	\$1,312,000.00
		Net Change by Change Orders	\$44,402.23
		Contract Sum to Date	\$1,356,402.23
		Total Completed to Date	\$501,350.00
		Anticipated Completion Date	Jan-22
S.E. Polk N.E. Morgan Drive Meter Vault	Construction in progress	Contractor	Synergy Contracting, LLC
		Notice to Proceed	11/29/2021
		Original Contract Sum	\$186,000.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$186,000.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Mar-22
2021 Well Rehabilitation	Notice to proceed to be issued no later than 1/31/2022.	Contractor	Layne Christensen Company, Inc.
		Notice to Proceed	pending
		Original Contract Sum	\$1,344,820.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$1,344,820.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Dec-22
LP Moon Pumping Station Sodium Hypochlorite Feed Modifications	Construction in progress	Contractor	The Waldinger Corporation
		Notice to Proceed	10/18/2021
		Original Contract Sum	\$69,590.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$69,590.00
		Total Completed to Date	\$16,810.74
		Anticipated Completion Date	Feb-22
2021 Des Moines Water Main Replacement Contract 4 - Indianola Ave.	Construction in progress	Contractor	J & K Contracting, LLC
		Notice to Proceed	11/2/2021
		Original Contract Sum	\$678,678.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$678,678.00
		Total Completed to Date	\$154,841.50
		Anticipated Completion Date	Mar-22
Des Moines River Intake Roof Structure Modifications	Notice to proceed was issued 11/18/2021	Contractor	Henkel Construction Company
		Notice to Proceed	11/18/2021
		Original Contract Sum	\$311,000.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$311,000.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Mar-22
Joint Eastside Booster Station Hypochlorite Feed System	Notice to proceed was issued 12/6/2021	Contractor	C.L. Carroll Co., Inc.
		Notice to Proceed	12/6/2021
		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	Mar-22

L. P. Moon Pumping Station - Pump No. 8	Staff reviewing contract documents	Contractor	The Waldinger Corporation
		Notice to Proceed	pending
		Original Contract Sum	\$123,390.00
		Net Change by Change Orders	\$0.00
		Contract Sum to Date	\$123,390.00
		Total Completed to Date	\$0.00
		Anticipated Completion Date	Apr-22

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR DECEMBER 2021

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

PROFESSIONAL SERVICES AGREEMENTS

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