

MEETING
Board of Water Works Trustees
Des Moines Water Works
July 25, 2023
2201 George Flagg Parkway
3:30 p.m.

Join Zoom Meeting
<https://us02web.zoom.us/j/87826719734?pwd=YUNXQnc3UFFhRVM0RHZPV0lrWlF1Zz09>

Meeting ID: 878 2671 9734 Passcode: 616525

Decision Agenda

I. Consent Agenda:

- A. Minutes, June 27, 2023, Board of Water Works Trustees Meeting
Minutes, July 11, 2023, Finance and Audit Committee Meeting
- B. Financial Statements
- C. List of Payments for July 2023
- D. Summary of CEO-Approved Expenditures in Excess of \$20,000
- E. Next Meeting Date – August 22, 2023

II. Public Comment Period:

- Regional Governance

III. Action Items:

- A. Request Authorization to Solicit Bids for MWTP Truck Scale Replacement and Establish the Date of Public Hearing as the Date of the September 2023 Board Meeting
- B. City of Des Moines Stormwater Facility Maintenance Easements
 - 1. Public Hearing
 - 2. Discussion
 - 3. Action on Easements
- C. Award 2023 Lead Water Service Line Replacement Contract
- D. Request Permission to Establish the Date of Public Hearing for Environmental Review of Saylorville Water Treatment Plant Transmission Improvements as the Date of the August 2023 Board Meeting
- E. Request Authorization for CEO and General Manager to Execute Agreements for Professional Services for RO Membrane Pilot Skid Testing

IV. Information Items:

- A. Board Committee Reports
- Finance and Audit Committee
 - Planning Committee
 - Stowe Foundation
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board
- B. CEO and General Manager's Comments
- Quarterly Strategic Plan Update
- C. Safety Update
- D. Contract Status and Professional Services Agreements

**OSHA Recordable
Injuries YTD: 6**

Motor Vehicle Injury: 1
Strain/Sprain: 5

V. Adjournment

Schedule of Board Activities – August & September Time: 3:30 p.m.		
<u>Date</u>	<u>Location</u>	<u>Meeting</u>
August 1	Board Room & Virtual	Finance & Audit Committee Meeting
August 8	Board Room & Virtual	Planning Committee Meeting
August 22	Board Room & Virtual	Board of Water Works Trustees
September 5	Board Room & Virtual	Finance & Audit Committee Meeting
September 12	Board Room & Virtual	Planning Committee Meeting
September 26	Board Room & Virtual	Board of Water Works Trustees

**MEETING
Board of Water Works Trustees
As Trustees of the Des Moines Water Works
and
As Trustees of the
Des Moines Water Works Pension Plan
July 25, 2023
Immediately Following the Board Meeting**

- I. Approve Minutes of the July 26, 2022, Meeting
- II. 2022 Pension Plan Audit
- III. Pension Plan Actuarial Valuation
- IV. Public Comment Period
- V. Adjournment

AGENDA ITEM FORM

SUBJECT: Consent Agenda

SUMMARY:

- A. Minutes, June 27, 2023, Board of Water Works Trustees Meeting
Request: Approve June 27, 2023, Minutes
Minutes, July 11, 2023, Finance and Audit Committee Meeting
Request: Approve July 11, 2023, Minutes
- B. Financial Statements
- At June 2023, total assets of the Des Moines Water Works were \$485.3 million, liabilities totaled \$45.2 million, deferred outflows totaled \$11.6 million, deferred inflows totaled \$11.1 million and contributions and retained earnings were \$440.5 million.
 - Total operating revenue for the month of June was \$9.5 million. Expenses (operating and non-operating) for the month were approximately \$5.3 million, leaving net earnings of approximately \$4.3 million.
 - Request:** Receive and File for Audit the June 2023 Financial Statements.
- C. List of Payments for June 2023
Request: Approve June 2023 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 – August 22, 2023
Request: Approve August 22, 2023, as the date of the next meeting of the Board of Water Works Trustees.

FISCAL IMPACT:

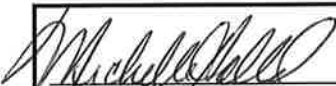
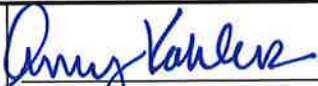

No impact to budget.

RECOMMENDED ACTION:

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

BOARD REQUIRED ACTION:

Motion to approve Consent Agenda.

 7/18/23 Michelle Holland, CPA Controller	 7/18/23 Amy Kahler, CPA Chief Financial Officer	 7/21/23 Ted Corrigan, P.E. CEO and General Manager
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Attachments: June 27, 2023, Board of Water Works Trustees Meeting Minutes; July 11, 2023, Finance and Audit Committee Meeting Minutes; June 2023 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, June 27, 2023**

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

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

Staff members: Bill Blubaugh, Pat Bruner, Caitlin Caldwell, Nathan Casey, Ted Corrigan, Kyle Danley, Doug Garnett, Donna Heckman, Michelle Holland, Mike McCurnin, Laura Sarcone, Melissa Walker, and Michelle Watson

Also in attendance: John Lande (legal counsel)

Ms. Boulton called the meeting to order at 3:30 p.m.

Consent Agenda

A motion was made by Mr. Gillette, seconded by Mr. Davis, to approve Consent Items A, B, C, D, and E (Approval of Minutes, May 23, 2023, Board of Water Works Trustees Meeting; Minutes, June 6, 2023, Finance and Audit Committee Meeting; Minutes, June 13, 2023, Planning Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for May 2023; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of July 25, 2023, as the next meeting of the Board of Water Works Trustees). Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Public Comment Period

- Chair Update
Ms. Boulton complimented staff on executing the numerous responsibilities of the utility. She also shared the various meetings she has been having as the Board Chair with staff, Board members, and legal counsel.
- Regional Governance
Mr. Corrigan provided an update on regionalization.

Receive and File 2022 Audit Reports

DMWW's audit firm, RSM US LLP, has completed its audits of our financial statements for the year ended December 31, 2022. In addition to audit of DMWW's financial statements, the audits also included reports on collection of charges made on behalf the City of Des Moines for sewer, solid waste and storm water. Such charges are billed and collected by DMWW and are remitted to the City. RSM has issued an unqualified or "clean opinion" on all financial statements.

A motion was made by Mr. Gillette, and seconded by Ms. Huppert, to receive and file the 2022 Financial Audit Reports and distribute reports to the appropriate agencies. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Receive and File 2024-2028 Five-Year Capital Improvement Plan

The 2024-2028 Five-Year Capital Improvement Plan (CIP) was received. This information will be used to develop capital budgets that will be presented to the Board for action in future years.

A motion was made by Ms. Munns, and seconded by Mr. Gillette, to receive and file the 2024-2028 Five-Year Capital Improvement Plan as presented. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Not to Exceed \$10,599,673 Water Revenue Capital Loan Notes

The 2022 – 2027 Capital Improvement Plan includes capital expenditures for the planning and design of a 10 MGD expansion of the Saylorville Water Treatment Plant (SWTP). The SWTP expansion is required to ensure projected growth in customer demand will continue to be met with a safe, reliable, and high-quality water supply. A Preliminary Engineering Report was prepared in 2022 to identify and evaluate alternatives to increase the raw water supply and treatment capacity to meet projected growth in demand. The raw water supply facilities will include four to six horizontal collector wells along the Des Moines River and 18-inch and 36-inch diameter raw water transmission mains. The treatment process for the 10 MGD water treatment expansion will be similar to the existing treatment process at SWTP.

Planning and Design (P&D) loans are available from the State Revolving Fund (SRF) at 0% interest for three years for the planning and design of drinking water system improvements. At the end of the three-year period, the planning and design costs are typically rolled into an SRF construction loan, or they can be paid using other funds.

DMWW's P&D application for these expansion and raw water supply projects has been approved by the State Revolving Fund and will next appear on the state's Intended Use Plan (IUP) project list for approval on June 20, 2023. In order to execute the Loan and Disbursement Agreement, DMWW must hold a public hearing and pass a resolution authorizing DMWW to execute the Agreement. At the May Board meeting, the Board of Trustees set the date for the public hearing as the June Board meeting. Notice of this public meeting was published, as required by law, in the Des Moines Register on June 14, 2023.

Board Member Graham Gillette introduced the following Resolution and moved the same be adopted. Board Member Susan Huppert seconded the motion to adopt the following Resolution:

**RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL
ACTION FOR THE AUTHORIZATION OF A LOAN AND DISBURSEMENT
AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$10,599,673
WATER REVENUE CAPITAL LOAN NOTES**

WHEREAS, pursuant to notice published as required by law, the Board has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan and Disbursement Agreement by and between the Issuer and the Iowa Finance Authority and the issuance to the Iowa Finance Authority of not to exceed \$10,599,673 Water Revenue Capital Loan Notes, to evidence the obligations under the said Loan and Disbursement Agreement, in order to provide funds to pay the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Water Utility, including those costs associated with designing the Saylorville Water Treatment Plant expansion project, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Board does hereby institute proceedings and take additional action for the authorization of a Loan and Disbursement Agreement by and between the Issuer and the Iowa Finance Authority and the issuance to the Iowa Finance Authority in the manner required by law of not to exceed \$10,599,673 Water Revenue Capital Loan Notes, for the foregoing purposes.

Section 2. That this Board does hereby consent to the terms and conditions of the DWSRF Loan Program, which terms and conditions and the disclosures provided with respect thereto are hereby acknowledged, accepted and approved.

Section 3. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the water fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

Section 4. That the Secretary, with the assistance of bond counsel, is hereby authorized and directed to proceed with the preparation of such documents and proceedings as shall be necessary to authorize the Issuer participation in the DWSRF Loan Program, to select a suitable date for final Board authorization of the required Loan and Disbursement Agreement and issuance of the Note to evidence the Issuer's obligations thereunder, and to take such other actions as the Board shall deem necessary to permit the completion of a loan on a basis favorable to the Issuer and acceptable to this Board.

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

AYES: Andrea Boulton, Alec Davis, Graham Gillette, Susan Huppert, and Diane Munns

NAYS: None

Whereupon, the Chairperson declared the measure duly adopted.

Board Member Graham Gillette then introduced the following Resolution and moved the same be adopted. Board Member Diane Munns seconded the motion to adopt the following Resolution:

A RESOLUTION APPROVING AND AUTHORIZING A FORM OF INTERIM LOAN AND DISBURSEMENT AGREEMENT, AND AUTHORIZING AND PROVIDING FOR THE ISSUANCE

AND SECURING THE PAYMENT OF \$10,599,673 WATER
REVENUE CAPITAL LOAN NOTES ANTICIPATION PROJECT
NOTE, SERIES 2023, UNDER THE PROVISIONS OF THE CODE
OF IOWA, AND PROVIDING FOR A METHOD OF PAYMENT
OF SAID NOTE

WHEREAS, the City of Des Moines, acting through its Board of Water Works Trustees, (hereafter the "Issuer"), proposes to issue its Water Revenue Capital Loan Notes Anticipation Project Note, Series 2023, to the extent of \$10,599,673, for the purpose of defraying the costs of the Project hereinafter described; and, it is deemed necessary and advisable and in the best interests of the Issuer that a form of Interim Loan and Disbursement Agreement by and between the Issuer and the Iowa Finance Authority be approved and authorized; and

WHEREAS, the notice of intention of Issuer to take action for the issuance of \$10,599,673 Water Revenue Capital Loan Notes has heretofore been duly published and no objections to such proposed action have been filed.

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

Section 1. Definitions. The following terms shall have the following meanings in this Resolution unless the text expressly or by necessary implication requires otherwise:

- ◆ "Additional Project Notes" shall mean any project notes or other obligations issued on a parity with the Note in accordance with the provisions of Section 11 hereof;
- ◆ "Agreement" shall mean an Interim Loan and Disbursement Agreement dated as of the Closing between and among the Issuer and the Original Purchaser, relating to the Interim Loan made to the Issuer under the Program;
- ◆ "Closing" shall mean the date of delivery of the Note to the Original Purchaser and the funding of the Interim Loan;
- ◆ "Fiscal Year" shall mean the twelve months' period beginning on January 1 of each year and ending on the last day of June of the following year, or any other consecutive twelve-month period adopted by the Governing Body or by law as the official accounting period of the System; provided, that the requirements of a fiscal year as expressed in this Resolution shall exclude any payment of principal or interest falling due on the first day of the fiscal year and include any payment of principal or interest falling due on the first day of the succeeding fiscal year;
- ◆ "Governing Body" and "Board" shall mean the Board of Water Works Trustees of the City of Des Moines, or its successor in function with respect to the operation and control of the System;

♦ "Interim Loan" shall mean the principal amount allocated by the Original Purchaser and loaned to the Issuer under the Program, equal in amount to the principal amount of the Note;

♦ "Issuer" shall mean the City of Des Moines, Iowa, acting through its Board of Water Works Trustees;

♦ "Note" shall mean \$10,599,673 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2023, authorized to be issued by this Resolution;

♦ "Original Purchaser" shall mean the Iowa Finance Authority, as the purchaser of the Note from Issuer at the time of its original issuance;

♦ "Paying Agent" shall be the Secretary, or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein as Issuer's agent to provide for the payment of principal of and interest on the Notes as the same shall become due;

♦ "Permitted Investments" shall mean any investments permitted in Iowa Code chapter 12B or section 12C.9. All interim investments must mature before the date on which the moneys are required for payment of principal and interest on the Notes or project costs;

♦ "Program" shall mean the Iowa Drinking Water Facilities Financing Program undertaken by the Original Purchaser;

♦ "Project" shall mean the costs of acquisition, construction, reconstruction, extending, remodeling, improving, repairing and equipping all or part of the Water Utility, including those costs associated with designing the Saylorville Water Treatment Plant expansion project;

♦ "Project Costs" shall mean all engineering fees, archeological surveys, environmental studies, and fees related to a project plan preparation and submission, and other expenses incidental thereto, and also including the costs of issuance of the Note;

♦ "Project Fund" shall mean the Project Fund established by Section 6 of this Resolution;

♦ "Registrar" shall be the Secretary, or such successor as may be approved by Issuer as provided herein and who shall carry out the duties prescribed herein with respect to maintaining a register of the owners of the Note. Unless otherwise specified, the Registrar shall also act as Transfer Agent for the Note;

♦ "Secretary" shall mean the Secretary of the Board of Water Works Trustees of Des Moines, Iowa or such other officer of the successor Governing Body as shall be charged with substantially the same duties and responsibilities;

◆ "System" shall mean the municipal water utility of the Issuer and all properties of every nature hereinafter owned by the Issuer comprising part of or used as a part of the System, including all water treatment facilities, storage facilities, pumping stations and all related property and improvements and extensions made by Issuer while the Note remains outstanding; all real and personal property; and all appurtenances, contracts, leases, franchises and other intangibles.

Section 2. Authority. The Agreement and the Note authorized by this Resolution shall be issued pursuant to Section 76.13 of the Code of Iowa, and in compliance with all applicable provisions of the Constitution and laws of the State of Iowa. The Agreement shall be substantially in the form attached to this Resolution and is authorized to be executed and issued on behalf of the Issuer by the Chairperson and attested by the Secretary.

Section 3. Note Details, Execution, Redemption and Registration.

a. Note Details. The Note shall be designated a Water Revenue Capital Loan Notes Anticipation Project Note, be dated the date of delivery, and shall at the request of the Original Purchaser be initially issued as a single Note in the denomination of \$10,599,673 and numbered R-1. The Note shall not bear interest (0%), and shall mature three years from issuance. The Board hereby finds and determines that it is necessary and advisable to issue said Note pursuant to Section 76.13 of the Code of Iowa, as authorized by the Agreement and this Resolution.

b. Execution. The Note shall be executed by the manual or facsimile signature of the Chairperson and attested by the manual or facsimile signature of the Secretary, and impressed or imprinted with the seal of the Issuer and shall be fully registered as to both principal and interest as provided in this Resolution; principal, interest and premium, if any, shall be payable at the office of the Paying Agent by mailing of a check, wire transfer or automated clearing house system transfer to the registered owner of the Note.

c. Redemption. The Note may be called for redemption by the Issuer and paid before maturity on any date, from any funds regardless of source, in whole or from time to time in part, in order of maturity and within an annual maturity by lot.

Notice of redemption shall be given by U.S. mail to the Original Purchaser (or any other registered owner of the Note). The terms of redemption shall be par, plus accrued interest to date of call. Failure to give such notice by mail to any registered owner or any defect therein shall not affect the validity of any proceedings for the redemption of the Note. The Note is also subject to mandatory redemption to the extent not fully drawn upon.

d. Registration. The Note may be registered as to principal and interest on the books of the Registrar in the name of the holder and such registration noted on the Note after which no transfer shall be valid until the making of an entry upon the books kept for the registration and transfer of ownership of the Note, and in no other way. The Secretary is hereby appointed as Registrar under the terms of this Resolution. Registrar shall maintain the books of the Issuer for the registration of ownership of the Note for the payment of principal of and interest on the Note as

provided in this Resolution. The Note shall be negotiable as provided in Article 8 of the Uniform Commercial Code subject to the provisions for registration and transfer contained in the Note and in this Resolution.

The ownership of any Note may be transferred only upon the Registration Books kept for the registration and transfer of the Note and only upon surrender thereof at the office of the Registrar together with an assignment duly executed by the holder or his duly authorized attorney in fact in such form as shall be satisfactory to the Registrar, along with the address and social security number or federal employer identification number of such transferee (or, if registration is to be made in the name of multiple individuals, of all such transferees). In the event that the address of the registered owner of a Note (other than a registered owner which is the nominee of the broker or dealer in question) is that of a broker or dealer, there must be disclosed on the Registration Books the information pertaining to the registered owner required above. Upon the transfer of any such Note, a new fully registered Note, of any denomination or denominations permitted by this Resolution in aggregate principal amount equal to the unmatured and unredeemed principal amount of such transferred fully registered Note, and bearing interest at the same rate and maturing on the same date or dates shall be delivered by the Registrar.

In all cases of the transfer of the Note, the Registrar shall register, at the earliest practicable time, on the Registration Books, the Note, in accordance with the provisions of this Resolution.

As to any Note, the person in whose name the ownership of the same shall be registered on the Registration Books of the Registrar shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of or on account of the principal of any such Note and the premium, if any, and interest thereon shall be made only to or upon the order of the registered owner thereof or his legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note, including the interest thereon, to the extent of the sum or sums so paid.

A Note which has been redeemed shall not be reissued but shall be cancelled by the Registrar. A Note which is cancelled by the Registrar shall be destroyed and a Certificate of the destruction thereof shall be furnished promptly to the Issuer; provided that if the Issuer shall so direct, the Registrar shall forward the cancelled Note to the Issuer.

In the event any payment check representing payment of principal of or interest on the Note is returned to the Paying Agent or if any note is not presented for payment of principal at the maturity or redemption date, if funds sufficient to pay such principal of or interest on Note shall have been made available to the Paying Agent for the benefit of the owner thereof, all liability of the Issuer to the owner thereof for such interest or payment of such Note shall forthwith cease, terminate and be completely discharged, and thereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the benefit of the owner of such Note who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Resolution or on, or with respect to, such

interest or Note. The Paying Agent's obligation to hold such funds shall continue for a period equal to two years and six months following the date on which such interest or principal became due, whether at maturity, or at the date fixed for redemption thereof, or otherwise, at which time the Paying Agent shall surrender any remaining funds so held to the Issuer, whereupon any claim under this Resolution by the Owners of such interest or Notes of whatever nature shall be made upon the Issuer.

Section 4. Form of Note. The form of Note shall be substantially as follows:

REGISTERED
No. R-1

REGISTERED
\$10,599,673

UNITED STATES OF AMERICA
STATE OF IOWA
COUNTY OF POLK
CITY OF DES MOINES, IOWA
WATER REVENUE CAPITAL LOAN NOTES
ANTICIPATION PROJECT NOTE
SERIES 2023

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Dated Date</u>
0.00%	July 14, 2026	July 14, 2023

The City of Des Moines, Iowa, acting through its Board of Water Works Trustees, a municipal corporation organized and existing under and by virtue of the Constitution and laws of the State of Iowa (the "Issuer"), for value received, promises to pay from the source and as hereinafter provided, to

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of TEN MILLION FIVE HUNDRED NINETY-NINE THOUSAND SIX HUNDRED SEVENTY-THREE DOLLARS in lawful money of the United States of America, at maturity on July 14, 2026, without interest (0%). Payment of this Note shall at all times conform to the rules of the Iowa Drinking Water Facilities Financing Program. Issuer pledges the Project Fund to which there has been appropriated the anticipated receipts of certain funds held or to be received by the Issuer as well as the proceeds of certain Capital Loan Notes to be issued.

This Note is payable solely from said Project Fund.

This Note is issued pursuant to an Interim Loan and Disbursement Agreement and the Resolution, duly adopted and under and in substantial compliance with the Constitution and statutes of the state of Iowa, including specifically Section 76.13 of the Code of Iowa, as amended, for the purpose of defraying part of the cost of acquiring the Project. For a complete statement of the revenues and funds from which, and the conditions, under which this Note is payable, a statement of conditions under which additional notes of equal standing may hereafter be issued, and the general covenants and provisions pursuant to which this Note is issued, reference is made to the above described Resolution and Interim Loan and Disbursement Agreement. This Note is not payable in any manner by taxation and under no circumstances shall the Issuer be in any manner liable by reason of the failure of said Project Fund to be sufficient for the payment hereof.

The Note may be called for redemption by the Issuer and paid before maturity on any date, from any funds regardless of source, in whole or from time to time in part, in order of maturity and within an annual maturity by lot.

Notice of redemption shall be given by ordinary mail to the Original Purchaser (or any other registered owner of the Note). The terms of redemption shall be par, plus accrued interest to date of

call. Failure to give such notice by mail to any registered owner or any defect therein shall not affect the validity of any proceedings for the redemption of the Note. The Note is also subject to mandatory redemption to the extent not fully drawn upon.

If selection by lot within a maturity is required, the Registrar shall designate the Notes to be redeemed by random selection of the names of the registered owners of the entire annual maturity until the total amount of Notes to be called has been reached.

The Note may be registered as to principal and interest on the books of the Secretary in the name of the holder after which no transfer shall be valid until the making of an entry upon the books kept for the registration and transfer of ownership of the Note, and in no other way. Registrar shall maintain the books of the Issuer for the registration of ownership of the Note for the payment of principal of and interest on the Note as provided in the Resolution.

Ownership of this Note may be transferred only by transfer upon the books kept for such purpose by the Secretary, the Registrar. Such transfer on the books shall occur only upon presentation and surrender of this Note at the office of the Registrar, together with an assignment duly executed by the owner hereof or his duly authorized attorney in the form as shall be satisfactory to the Registrar. Issuer reserves the right to substitute the Registrar and Paying Agent but shall, however, promptly give notice to registered Noteholders of such change. All Notes shall be negotiable as provided in Article 8 of the Uniform Commercial Code and subject to the provisions for registration and transfer contained in the Resolution.

And it is hereby represented and certified that all acts, conditions and things requisite, according to the laws and Constitution of the State of Iowa, to exist, to be had, to be done, or to be performed precedent to the lawful issue of this Note, have been existent, had, done and performed as required by law.

IN TESTIMONY WHEREOF, said Issuer by its Board of Water Works Trustees has caused this Note to be signed by the manual or facsimile signature of its Chairperson of the Board of Water Works Trustees and attested by the manual or facsimile signature of its Secretary of the Board of Water Works Trustees, with the seal of said City impressed or imprinted hereon, and authenticated by the manual signature of an authorized representative of the Registrar, the Secretary of the Board of Water Works Trustee of Des Moines, Iowa, all as of the 14th day of July, 2023.

Date of authentication: July 14, 2023

BOARD OF WATER WORKS TRUSTEES OF DES
MOINES, STATE OF IOWA

This is one of the Notes described in the within
mentioned Resolution, as registered by the
Secretary

By: _____
Chairperson

SECRETARY

ATTEST:

By: _____
Registrar

By: _____
Secretary

(SEAL)

Registrar and Transfer Agent: Secretary

Paying Agent: Secretary

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto
_____ (Social Security or Tax Identification No. _____) the
within Note and does hereby irrevocably constitute and appoint _____
attorney in fact to transfer the said Note on the books kept for registration of the within Note, with
full power of substitution in the premises.

Dated: _____

(Person(s) executing this Assignment sign(s) here)

SIGNATURE)
GUARANTEED) _____

IMPORTANT - READ CAREFULLY

The signature(s) to this Power must correspond with the name(s) as written upon the face of
the Certificate(s) or Note(s) in every particular without alteration or enlargement or any
change whatever. Signature guarantee must be provided in accordance with the prevailing
standards and procedures of the Registrar and Transfer Agent. Such standards and
procedures may require signature to be guaranteed by certain eligible guarantor institutions
that participate in a recognized signature guarantee program.

INFORMATION REQUIRED FOR REGISTRATION OF TRANSFER

Name of Transferee(s) _____
Address of Transferee(s) _____
Social Security or Tax Identification _____
Number of Transferee(s) _____
Transferee is a(n):
Individual* _____ Corporation _____
Partnership _____ Trust _____

*If the Note is to be registered in the names of multiple individual owners, the names of all such owners and one address and social security number must be provided.

The following abbreviations, when used in the inscription on the face of this Note, shall be construed as though written out in full according to applicable laws or regulations:

TEN COM - as tenants in common
TEN ENT - as tenants by the entireties
JT TEN - as joint tenants with rights of survivorship and not as tenants in common
IA UNIF TRANS MIN ACT - Custodian
(Cust) (Minor)
Under Iowa Uniform Transfers to Minors Act.....
(State)

(End of Note)

Section 5. Security for Note. The Note shall be payable solely from the Project Fund. To pay the principal on the Note when it becomes due, there is hereby created a pledge of the receipts anticipated in said Project Fund to continue until the payment in full of the principal on the Note.

Section 6. Establishment of Project Fund. The Issuer hereby creates and establishes a Project Fund, into which Project Fund are hereby appropriated the following:

Proceeds of not to exceed \$10,599,673 Water Revenue Capital Loan Notes, additional action on the issuance of which previously has been taken and approved by the Board of Water Works Trustees on June 27, 2023

The funds so appropriated shall include in addition thereto all funds of the Issuer, including proceeds realized on the reinvestment of proceeds of the Note, from which the Issuer is or may become obligated to pay under contracts for the construction of the Project to the extent that proceeds of the Note are applied to the payment thereof.

Section 7. Application of Project Fund. The proceeds of the sale of the Note shall be deposited in the Project Fund for application to payment of Project Costs and the costs of issuance of the Note or to pay the principal of the Note when due and for no other purpose.

Disbursements for the payment of Project Costs shall be made by the Secretary upon receipt of vouchers approved by the Governing Body.

After completion of the Project, any moneys remaining in the Project Fund shall be held for the retirement of Note. When the Note is paid or payment is provided for, remaining moneys in the Project Fund may be withdrawn and used for any lawful purpose.

Section 8. Investments. Moneys in the Project Fund shall at all times be invested, to the extent practicable in Permitted Investments maturing at such times and in such amounts as will make cash available for the purposes of such Project Fund as needed.

Section 9. Covenants with Noteholders. Issuer covenants and agrees, so long as any Notes herein authorized remain unpaid, that it:

- a. Will proceed to complete with all practicable dispatch the construction and acquisition of the Project;
- b. Will not make or cause or permit to be made any application of the proceeds of the Note or of any moneys held in the Project Fund, except in accordance with the provisions of this Resolution;
- c. Will from time to time increase the amount of the appropriations to the Project Fund, to the extent necessary to assure that the expected receipts thereafter forthcoming, together with the funds appropriated and held in trust for the purpose, will be sufficient to pay when due the Note as to both principal and interest.
- d. Will obtain the collection of funds and the proceeds of the sale of water revenue capital loan notes anticipated to be received in the Project Fund and, if not paid from other sources, apply the same to the payment of the Note and interest thereon; and
- e. For the prompt and full performance of the terms and provisions of this Resolution and contract with the noteholders, the Issuer pledges its full faith and diligence and the exercise of its lawful powers.

Section 10. Contract Between Issuer and Purchaser. This Resolution constitutes a contract between the Issuer and the purchaser of the Note.

Section 11. Additional Notes. The Issuer may issue Additional Project Notes of equal standing and parity of lien with the Note for the purpose of paying Project Costs to the extent that funds appropriated to the Project Fund are adequate to pay all notes so issued and interest thereon.

The holder or holders of the Notes shall have all other rights and remedies given by law for the payment and enforcement of the Notes and the security therefor.

Section 12. Severability Clause. If any section, paragraph, clause or provision of this Resolution be held invalid, such invalidity shall not affect any of the remaining

provisions hereof, and this Resolution shall become effective immediately upon its passage and approval.

Section 13. Repeal of Conflicting Resolutions or Ordinances. All ordinances and resolutions and parts of ordinances and resolutions in conflict herewith are hereby repealed.

Section 14. Paragraph Headings. The paragraph headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

Section 15. Rule of Construction. This Resolution and the terms and conditions of the Notes authorized hereby shall be construed whenever possible so as not to conflict with the terms and conditions of the Interim Loan and Disbursement Agreement. In the event such construction is not possible, or in the event of any conflict or inconsistency between the terms hereof and those of the Interim Loan and Disbursement Agreement, the terms of the Interim Loan and Disbursement Agreement shall prevail and be given effect to the extent necessary to resolve any such conflict or inconsistency.

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

AYES: Andrea Boulton, Alec Davis, Graham Gillette, Susan Huppert, and Diane Munns

NAYS: None

Whereupon, the Chairperson declared the measure duly adopted.

Des Moines Water Works' Rules and Regulations Update – System Development Fees

Each year Des Moines Water Works' Rules and Regulations document, including the Schedule of Charges, is updated to clarify existing requirements, establish new requirements, and revise fees to cover Des Moines Water Works' cost for providing various services.

As part of the Saylorville Water Treatment Plant expansion discussion, it was realized that some of our System Development Fees (SDFs) are not covering the cost of treatment plant expansions. When the SDFs were originally developed many years ago, they were intended to cover the cost of expanding the distribution system only. Staff recommend striking the 8-inch and 12-inch metered connection fees for all communities listed in the Schedule of Charges. These fees will be calculated on a case-by-case basis until all SDFs are addressed in a future update. Staff intends to review all SDFs later this year and factor estimated treatment plant expansion costs into new proposed fees.

System development fees are charged to aid in covering the costs associated with production, distribution, pumping, and storage facilities that have been or will be constructed to support new and additional demands on the water system that arise with new customers and connections.

A motion was made by Ms. Huppert, seconded by Mr. Davis, to approve the proposed revision to system development fees in the Rules and Regulations with an implementation date of July 1, 2023, and direct publication of the changes as required by statute. Upon roll-call vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Acceptance of 2022 Water Main Replacement

Mr. Corrigan reported that all work associated with the 2022 Water Main Replacement project has been satisfactorily completed.

A motion was made by Mr. Gillette, seconded by Ms. Huppert, to accept the 2022 Des Moines Water Main Replacement Contract, completed by J&K Contracting, LLC, in the amount of \$1,298,351.22. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Acceptance of NW 26th Street Booster Station

Mr. Corrigan reported that all work associated with the NW 26th Street Booster Station project has been satisfactorily completed.

A motion was made by Ms. Munns, seconded by Mr. Gillette, to accept the NW 26th Street Booster Station project, completed by Henkel Construction Company, in the amount of \$1,602,618.46. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization to Solicit Bids for Des Moines Water Works Grounds Maintenance Facility and Establish the Date of the Public Hearing as the Date of the August 2023 Board Meeting

The Grounds Maintenance Facility project consists of construction of a new building and surrounding site work to support operations of Des Moines Water Works Grounds Maintenance staff. The Grounds Maintenance Facility has been designed by an architectural consultant that was selected through a Request for Proposal (RFP) process.

When complete, the Grounds Maintenance Facility will be located at 2500 George Flagg Parkway; out of its current flood prone site. It will provide a three-bay garage to house equipment, locker room and break room facilities for Grounds staff, and supervisory offices. The site behind the building will be utilized to store equipment, soil and planting materials, and road maintenance products. The third bay is to be bid as an alternate with an estimated cost of \$214,090.

In addition to Grounds operations support, this facility will feature a bulk water vending system to serve customers purchasing large volumes of water for construction or irrigation needs. Currently these sales require the customers to enter the Fleur Drive Treatment Plant. This feature is to be bid as an alternate item with an estimated cost of \$45,240. Upgrading the roofing membrane to a heavier system has an estimated cost of \$7,600. Paving the back lot behind the building has an estimated cost of \$226,500. The architect's estimate for the Grounds Maintenance Facility including alternates is \$4,284,100. Detailed plans and specifications for the Grounds Maintenance Facility are in the final review stages.

A motion was made by Mr. Davis, seconded by Mr. Gillette, to authorize staff to solicit bids for Des Moines Water Works Grounds Maintenance Facility and Establish the Date of the Public Hearing as the Date of the August 2023 Board Meeting, and direct staff to publish notice as

provided by law. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services agreement with HNTB Corporation for 2023 Des Moines Water Replacement – Contract 2

Staff recommended 5-year Master Services Agreements for water distribution engineering be executed with HNTB and Snyder & Associates at the April 25th board meeting, which have since been executed. The 2023 Des Moines Water Main Replacement - Contract 2 is comprised of the following six water main replacement segments throughout northeast Des Moines. Budgetary estimate for 2024 construction is \$2,000,000.

- E 27th St from Easton Blvd to 2016 E 27th St
- Richland Dr from Guthrie Ave to Arthur Ave
- E 38th Ct from Easton Blvd to E Sheridan Ave
- E 34th St from Thompson Ave to Arthur Ave
- E 21st St from E University Ave to Easton Blvd
- Guthrie Ave from Glenbrook Dr to 1801 Guthrie Ave

Staff recommends a Professional Services Agreement be executed with HNTB for the 2023 Des Moines Water Main Replacement - Contract 2 subject to the terms and conditions in their 2023-2028 indefinite scope master agreement. HNTB has successfully completed multiple water main designs in Kansas City and West Des Moines. The anticipated design fee stated in HNTB's proposal is \$203,270.

A motion was made by Ms. Huppert seconded by Mr. Gillette, to authorize the CEO and General Manager to execute a Professional Services Agreement with HNTB Corporation in the amount of \$203,270 for 2023 Des Moines Water Main Replacement – Contract 2 design services. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services agreement with Snyder & Associates, Inc., for 2023 Des Moines Water Replacement – Contract 4

Staff recommended 5-year Master Services Agreements for water distribution engineering be executed with HNTB and Snyder & Associates at the April 25th board meeting, which have since been executed. The 2023 Des Moines Water Main Replacement - Contract 4 is comprised of the following five water main replacement segments throughout southeast Des Moines. Budgetary estimate for 2024 construction is \$1,200,000.

- E Pleasant View Dr from SE 5th St to SE 7th St
- SE 7th St from E Virginia Ave (North) to E Pleasant View Dr
- E Virginia Ave from SE 7th St to SE 8th St
- SE 6th St from E Pleasant View Dr to E Park Ave
- E Pleasant View Dr from SE 14th St to 1549 E Pleasant View Dr

Staff recommends a Professional Services Agreement be executed with Snyder & Associates for the 2023 Des Moines Water Main Replacement - Contract 4 subject to the terms and conditions in their 2023-2028 indefinite scope master agreement. Snyder & Associates has successfully completed multiple water main designs in Iowa. The anticipated design fee stated in Snyder & Associates' proposal is \$125,800.

A motion was made by Ms. Munns seconded by Mr. Davis, to authorize the CEO and General Manager to execute a Professional Services Agreement with Snyder & Associates, Inc., in the amount of \$125,800 for 2023 Des Moines Water Main Replacement - Contract 4 design services. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services Agreement with CDM Smith, Inc., for Filtration Pilot Study

At its November 2021 meeting, the Board of Water Works Trustees authorized the CEO and General Manager to execute a Professional Services Agreement with CDM Smith, Inc., for the 2022 Filter Rehabilitation Study. The purpose of this study was to identify and evaluate several filtration alternatives to address water quality and filtration capacity issues in the existing filtration plant at the Fleur Drive Water Treatment Plant.

CDM Smith, Inc., prepared a Filtration Alternatives Technical Memorandum which developed conceptual designs for four alternatives that were reviewed and critiqued by staff from Des Moines Water Works (DMWW). The two alternatives selected by staff for further study and design both involve a reconfigured underdrain system and filter media profile. The two alternatives proposed for additional study are generally described as follows:

- Folded plate stainless steel underdrain system with integral air scour capabilities. The filter media profile consists of 12 inches of sand overlain with 18 inches of anthracite.
- Monolithic concrete plenum-style underdrain with media-retaining nozzles for integral air scour capabilities. This filter media profile also consists of 12 inches of sand overlain with 18 inches of anthracite.

A pilot study is needed to contrast the feasibility, validity, practicality, and cost of the two alternatives described above. The fee proposed by CDM, Smith, Inc., to conduct the filtration pilot study is \$333,900. This cost includes:

- Providing the pilot plant equipment and assisting DMWW staff with set up and installation of the equipment.
- Preparing the protocol for operation of the pilot plant and assisting with its operation.
- Coordinating the operation protocol with IDNR and soliciting IDNR's comments and recommendations regarding the results of the pilot study, the proposed filter media profile, and filter loading rates.
- Authoring a report summarizing the performance of the pilot filters and present recommendations.

A motion was made by Mr. Gillette seconded by Ms. Huppert, to authorize the CEO and General Manager to execute a Professional Services Agreement with CDM Smith, Inc., in the amount of \$333,900 for a Filtration Pilot Study contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Professional Services Agreement with KFI Engineers for 5 kV Switchgear Controls – Phase 1

Staff developed a Request for Proposals to solicit proposals for a 5 kV switchgear and controls study in October 2022. Three proposals were received on October 25, 2022.

Staff reviewed the proposals based upon project team, firm experience, staff resources and approach, and fees. Staff recommended a Professional Services Agreement be executed with KFI Engineers and it was executed in November 2022.

The final study was completed and recommended around \$6.5 million in improvements. Des Moines Water Works has discussed and would like to proceed with about half of the recommended improvements in the next five years, over multiple phases. The total cost of the medium and higher priority recommendations is \$3,445,000. The first phase that we have identified includes the higher priorities and includes replacing protective relays, replacing the existing generator controls system, upgrading the generator fuel oil day tank controls, and installing a new battery system. The budgetary estimate for this construction is \$1,055,000. The anticipated design fee stated in KFI Engineers' proposal is \$119,000, so it seems reasonable for the scope of work and was in line with what was estimated in the study.

A motion was made by Ms. Munns seconded by Mr. Gillette, to authorize the CEO and General Manager to execute a Professional Services Agreement with KFI Engineers in the amount of \$119,000 for the 5 kV Switchgear Controls – Phase 1 design services. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Permission to Establish the Date of Public Hearings for City of Des Moines Stormwater Facility Maintenance Easements as the Date of the July 2023 Board Meeting

The new Grounds Maintenance Facility site includes two distinct areas that contain components of the public stormwater management system servicing this site and adjoining properties. These areas are located on property owned by the Board of Water Works Trustees; therefore, the City of Des Moines requires easement access to these areas to properly maintain the stormwater management system.

This action is a Request for Permission to Establish Public Hearings to evaluate the proposed easements together with an agreement that defines maintenance rights for the City of Des Moines and places design standards and reasonable restrictions on DMWW as the Grantor of the associated easement areas. The easements and agreement are required by the City of Des Moines as a condition of approval of this site for construction of the new Grounds Maintenance Facility. Details of the agreement and the easements within are being finalized between parties.

A motion was made by Mr. Gillette, seconded by Mr. Davis, to establish the date of the July 2023 Board meeting as the date of Public Hearings for City of Des Moines Stormwater Facility Maintenance Easements and direct staff to publish notice as provided by law. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Amendment No. 1 to the Professional Services Agreement with Shive-Hattery, Inc., for E. Court Ave Water Main Replacement

On June 22, 2022, the CEO and General Manager executed a Professional Services Agreement (PSA) with Shive-Hattery, Inc. for the E. Court Avenue Water Main Replacement project. Under this PSA, Shive-Hattery, Inc., provides design services for the incorporation of water main replacement into the City of Des Moines paving project. Shive-Hattery, Inc., was chosen for this effort because they had already been selected by the City of Des Moines for their design efforts.

Design services are being provided for two separate project contracts along E. Court Avenue. The first extends from E. 1st Street to E. 7th Street, and the second extends from E. 7th Street to E. 14th Street.

The original PSA total was \$90,500. Shive-Hattery, Inc., has requested an amendment in the amount of \$22,000. The amended contract total will be \$112,500.

Execution of Amendment No. 1 is necessary to add in the following scope items:

1. Inclusion of an additional service connection to the 25 E. 1st Street property (Police Station) to facilitate the abandonment of an existing 1890's-era main.
2. Coordination of the new main location with new duct bank to be installed by Mid-American Energy.
3. Additional profile development for services and street crossings to navigate around electric duct bank, large-diameter sanitary sewer, and storm sewer utilities.
4. Additional staging development to coordinate the constructability of the proposed water main with the City of Des Moines' pavement staging plan.

A motion was made by Ms. Huppert, seconded by Ms. Munns, to authorize the CEO and General Manager to execute Amendment No. 1 to the Professional Services Agreement with Shive-Hattery, Inc., in the amount of \$22,000 for E. Court Ave Water Main Replacement. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Request Authorization for CEO and General Manager to Execute Amendment No. 1 to the Professional Services Agreement HDR Engineering, Inc., for Saylorville Water Treatment Plant Capacity Expansion Design and Construction Services

On February 6, 2023, the CEO and General Manager executed a Professional Services Agreement (PSA) with HDR for the SWTP Capacity Expansion project in the amount of \$12,999,057. HDR and staff have negotiated scope and fee associated with a proposed Amendment No. 1 to the original agreement in the amount of \$111,551.

Execution of Amendment No. 1 is necessary to allow Black & Veatch, sub-consultant on the project, to perform additional calibrations on the hydrogeologic model provided by United States Geological Survey (USGS) and to keep the project on a timelier schedule. The Black & Veatch perspective is that the initial transient groundwater model, received from USGS in late February of 2023, requires additional calibration work to be used as a more effective design tool to estimate yields and determine optimal well locations. Black & Veatch, in coordination with DMWW staff, has provided their feedback and concerns with USGS. USGS' schedule will not allow delivery of a revised model until December 31 of 2023 at the earliest. DMWW's project team feels it is essential to have the HDR and Black & Veatch team continue the model calibrations to keep the project on a timelier schedule.

The proposed Amendment No. 1 was brought to a recent Central Iowa Water Works Technical Advisory Committee meeting. All communities present voted in favor of proceeding with Amendment No. 1. Staff recommends the Board authorize the CEO and General Manager to execute Amendment No. 1 to the PSA with HDR Engineering, Inc., in the amount of \$111,551. The revised agreement amount with HDR Engineering, Inc., will be \$13,110,608.

A motion was made by Mr. Gillette, seconded by Ms. Huppert, to authorize the CEO and General Manager to execute Amendment No. 1 to the Professional Services Agreement with HDR

Engineering, Inc., in the amount of \$111,551 for the SWTP Capacity Expansion project. Upon vote, the motion was adopted, with each member of the Board voting in favor of the motion.

Board Committee Reports

The following reports were provided:

- Finance and Audit Committee – A meeting was held on June 6, 2023, as reflected in the minutes thereof. Mr. Davis gave a brief summary of the meeting.
- Planning Committee – A meeting was held on June 13, 2023, as reflected in the minutes thereof. Ms. Huppert gave a brief summary of the meeting.
- Stowe Foundation – Mr. Gillette shared that the Stowe Foundation has engaged the School of Education at Drake University on a multi-year program starting this summer to look into to developing children's curriculum that is complimentary to what the Stowe Citizen Water Academy provides for adults.
- Greater Des Moines Botanical Garden – Mr. Gillette had no update to share. Mr. Corrigan highlighted the Q1/Q2 update in the board packet.
- Des Moines Water Works Park Foundation Board – Ms. Boulton reported that the foundation's focus continues to be on the concert series model to make the park improvements self-sustaining. Mr. Bruner shared that 8,000 attendees are expected at the Willie Nelson concert.

CEO and General Manager's Comments

Mr. Corrigan introduced Caitlin Caldwell to the Board. She will be assuming board support duties in July. He shared that the EPA held their public meeting for the Lot 46 Valley Gardens TCE site and did a nice job of delivering the message to those in attendance. Mr. Corrigan noted that the Willie Nelson concert will be the largest paid show at the Lauridsen Amphitheater to date and that July 11th marks the 30-year anniversary of the Flood of '93.

Safety Update

Mr. Corrigan highlighted the Safety Update included in the materials that supplements the injury count shared on the meeting agenda and includes data on safety training.

5:11 p.m. adjourned

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

Tuesday, July 11, 2023
3:30 p.m.

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

Board Members: Mr. Alec Davis and Ms. Diane Munns
Staff Members: Pat Bruner, Ted Corrigan, Kyle Danley, Doug Garnett, Michelle Holland,
Mike McCurnin, Jenny Puffer, Laura Sarcone, Melissa Walker, Lindsey
Wanderscheid, Michelle Watson, and Mike Zach
Also in attendance: None

Meeting called to order at 3:31 p.m.

1. Lead Service Line Replacement Contract

Ms. Puffer provided an update on DMWW's plans concerning the replacement of lead service lines in our system. She emphasized the focus on community outreach and education to customers. Mr. Zach shared details of DMWW's pilot project to replace 100 lead service lines in a disadvantaged neighborhood in Des Moines.

2. CFO Comments

Ms. Kahler, who was on leave, was not in attendance, so Mr. Corrigan reminded all that today is the 30-year anniversary of the flood of 1993. He also shared that DMWW is on pace to set a total pumpage record this year and that detailed planning continues for RAGBRAI-related events in Water Works Park.

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

Meeting adjourned at 4:16 p.m.

**DES MOINES WATER WORKS
FINANCIAL STATEMENT COMMENTS
FOR THE MONTH ENDED June 30, 2023**

STATEMENT OF NET POSITION

Below are summaries of financial position and activity for the month of June 2023:

Summary Net Position (in millions)

	Jun 30, 2023	Dec 31, 2022
Cash	\$22.6	\$24.4
Invested Cash	28.7	23.1
Accounts Receivable	13.5	12.0
Operating Reserves	15.0	13.4
Other Assets	6.3	7.3
Fixed Assets	618.6	618.6
Less: Accum Depreciation/Amortization	<u>(235.6)</u>	<u>(228.8)</u>
Net Fixed Assets	383.0	389.8
Construction in Progress	<u>16.4</u>	<u>9.6</u>
Total Assets	<u>485.3</u>	<u>479.6</u>
Deferred Outflows of Resources	11.6	11.6
Total Assets & Deferred Outflows of Resources	<u>496.9</u>	<u>491.2</u>
Current Liabilities	10.3	14.6
Long-Term Liabilities	32.8	32.8
Other Liabilities	<u>2.1</u>	<u>2.0</u>
Total Liabilities	45.2	49.4
Deferred Inflows of Resources	11.1	11.1
Net Position	<u>440.5</u>	<u>430.7</u>
Total Liabilities, Deferred Inflows of Resources & Net Position	<u>496.9</u>	<u>491.2</u>

The deferred inflows and deferred outflows of resources are composed of the differences between actual and expected experience of different components of the pension plan related to future reporting periods. These differences are measured each year and then recognized in pension expense over multiple future reporting periods depending on the nature of the difference (e.g., investment returns, demographic experience, assumption changes, etc.). Deferred outflow of resources is a consumption of net assets applicable to a future reporting period. Deferred inflow of resources is an acquisition of net assets applicable to a future reporting period.

STATEMENT OF EARNINGS

Summary information from the Statement of Earnings is as follows:

	June 2023	Year to date 2023	Year to date 2022
Operating Revenue	\$ 9.5 million	\$ 42.7 million	\$ 37.7 million
Operating Expenses	\$ 5.5 million	\$ 33.8 million	\$ 31.1 million
Other Income (Expense)	\$ 0.2 million	\$ 0.9 million	\$ 0.1 million
Net Earnings	\$ 4.3 million	\$ 9.9 million	\$ 6.6 million

The table below summarizes expenses for the period-to-date ended June 2023 and 2022:

OPERATING EXPENSES

Year-to-Date Ending June 30, 2023 and 2022

	YTD Jun 2023	% of Total	YTD Jun 2022	% of Total
Labor	\$ 7,997,487	30%	\$ 7,612,856	31%
Benefits	4,281,335	16%	4,394,734	18%
Purchased Services	4,615,403	17%	4,963,060	20%
Materials and Equipment	2,768,620	10%	1,918,782	8%
Chemicals	4,245,017	16%	3,373,371	14%
Utilities/Telephone	1,485,233	6%	1,210,382	5%
Insurance	1,098,575	4%	688,717	3%
Postage	216,282	1%	197,029	1%
Other	264,717	1%	251,963	1%
	<u>\$ 26,972,669</u>	100%	<u>\$ 24,610,894</u>	100%

CHANGES IN INVESTMENTS

	Change from Prior Month	Average Annual Return
Operating Reserves	\$54,881	1.07%
Invested Operating Cash	\$133,646	1.08%

Comments

Pension fund investments increased by \$1.4 million for the month of June 2023. The pension fund balance as of June 30, 2023, was \$53.4 million.

PROJECT EXPENSES

Total expenditures for operating projects through June 2023 were approximately \$27.0 million or 46% of the operating budget. Overall expenditures on capital projects were approximately \$6.7 million or 8% of the capital budget.

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending June 30, 2023 and December 31, 2022

	2023	2022	Change
ASSETS			
Cash			
Petty Cash	\$ 1,900	\$ 1,900	
Interest Bearing Cash	22,549,128	24,362,029	
Total	\$ 22,551,028	\$ 24,363,929	\$ (1,812,901)
Invested Cash			
Operating			
Cash on Hand	\$ 403,720	\$ 452,194	
U.S. Government Securities	28,247,616	22,635,308	
Total	\$ 28,651,336	\$ 23,087,502	\$ 5,563,834
Accounts Receivable			
Accounts Receivable	\$ 10,494,924	\$ 8,936,610	
Accounts Receivable Unbilled	2,914,894	2,914,894	
Accrued Interest Receivable	87,215	98,524	
Total	\$ 13,497,033	\$ 11,950,028	\$ 1,547,006
Reserves (Invested)			
Operating			
Cash On Hand	\$ 21,916	\$ 23,509	
U.S. Government Securities	14,929,212	13,383,339	
Total	\$ 14,951,129	\$ 13,406,848	\$ 1,544,281
Revenue Bond Reserves (Invested)			
Cash on Hand	\$ 7	\$ 0	
Total	\$ 7	\$ 0	\$ 7
Other Assets			
Materials in Stock Accounts	\$ 4,503,754	\$ 4,770,969	
Water Receivable Long-Term	221,878	241,040	
Lease Receivable	1,068,490	1,068,490	
Prepaid Insurance	375,315	937,132	
Prepaid Expense	283,693	487,730	
Accum Unrealized Gain/(Loss) Invest	(162,514)	(165,986)	
Total	\$ 6,290,617	\$ 7,339,376	\$ (1,048,759)

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending June 30, 2023 and December 31, 2022

	2023	2022	Change
ASSETS-CONTINUED			
Fixed Assets			
Land & Right of Way	\$ 8,208,369	\$ 8,208,369	
Structures and Machinery	177,404,410	177,404,410	
Water Supply System	61,641,214	61,641,214	
Urbandale Booster System	509,687	509,687	
Pipelines	298,387,507	298,387,507	
Meters	33,622,365	33,622,365	
Laboratory Equipment	822,658	822,658	
Distribution Equipment	1,664,460	1,664,460	
Mobile Equipment	4,464,544	4,464,544	
Vehicles	3,019,327	3,019,327	
Office Equipment	1,346,166	1,346,166	
MIS Equipment	27,407,397	27,407,397	
Intangible Right-to-use Asset	115,750	115,750	
Total	\$ 618,613,855	\$ 618,613,855	
Accumulated Depreciation/Amortization	(235,609,217)	(228,831,547)	
Construction in Progress	\$ 16,361,487	9,644,209	
Total Fixed Assets	\$ 399,366,125	\$ 399,426,517	\$ (60,392)
TOTAL ASSETS	\$ 485,307,274	\$ 479,574,199	\$ 5,733,075
DEFERRED OUTFLOWS OF RESOURCES			
Pension Related Amounts	11,596,970	11,596,970	
Total	\$ 11,596,970	\$ 11,596,970	\$ -
TOTAL ASSETS & DEFERRED OUTFLOWS OF RESOURCES	\$ 496,904,244	\$ 491,171,169	\$ 5,733,075

DES MOINES WATER WORKS
Statement of Net Position
For the Period Ending June 30, 2023 and December 31, 2022

	2023	2022	Change
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 311,844	\$ 2,732,873	
Construction Payables	3,716,034	5,108,072	
Salaries and Wages Payable	327,586	1,048,736	
Accrued Leave	3,758,369	3,758,369	
State Tax Payable	427,104	323,030	
Work Comp Reserves	490,917	490,917	
Fees Collected for Other Entities	1,277,541	1,114,223	
Unclaimed Refunds	20,820	10,622	
Total	\$ 10,330,213	\$ 14,586,842	\$ (4,256,628)
Long Term Liabilities			
Pension Liability	\$ 18,270,897	\$ 18,270,897	
Other Post-Employment Benefit Liability	14,425,185	14,425,185	
Lease Liability	57,236	57,236	
Total	\$ 32,753,318	\$ 32,753,318	\$ -
Other Liabilities			
Deposits by Consumers	\$ 2,101,264	\$ 2,010,429	
Project H2O	31,131	11,046	
Miscellaneous Liabilities	9,745	9,745	
Total	\$ 2,142,140	\$ 2,031,219	\$ 110,920
TOTAL LIABILITIES	\$ 45,225,672	\$ 49,371,379	\$ (4,145,708)
DEFERRED INFLOWS OF RESOURCES			
Pension Related Amounts	\$ 2,931,843	\$ 2,931,843	
Other Post-Employment Benefit Amounts	7,166,158	7,166,158	
Lease Amounts	1,048,471	1,048,471	
Total	\$ 11,146,472	\$ 11,146,472	\$ -
NET POSITION	\$ 440,532,101	\$ 430,653,318	\$ 9,878,783
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES & NET POSITION	\$ 496,904,244	\$ 491,171,169	\$ 5,733,075

Des Moines Water Works
Statement of Earnings and Retained Earnings
For the Month Ended June 30, 2023, the Six Month Endings June 30, 2023
and the Six Months Ending June 30, 2022

	Current Month 2023	Year-To-Date 2023	Yearly Budget 2023	Actual vs. Budget Variance	Year-To-Date 2022	Year-To-Date Current vs. Prior Year
OPERATING REVENUE						
Water Sales	\$ 9,039,016	\$ 39,968,253	\$ 78,982,504	\$ (39,014,251)	\$ 35,346,886	\$ 4,621,367
Sewer Services - Runnells	8,447	46,105	77,291	(31,186)	45,695	410
Late Fees	45,687	222,696	375,000	(152,304)	210,833	11,863
Other Sales and Services	216,258	1,179,159	3,023,245	(1,844,086)	965,963	213,196
Billing Services Revenue	173,561	864,780	2,166,000	(1,301,220)	837,037	27,743
Land Use Revenue	15,606	110,383	216,000	(105,617)	113,266	(2,883)
Connection Fees	3,300	321,625	400,000	(78,375)	170,135	151,490
Cash Discount and Refunds	328	1,540	-	1,540	1,499	41
Total Operating Revenues	\$ 9,502,203	\$ 42,714,541	\$ 85,240,040	\$ (42,525,499)	\$ 37,691,314	\$ 5,023,227
OPERATING EXPENSES						
Labor	\$ 1,361,698	\$ 7,997,487	\$ 17,714,194	\$ 9,716,707	\$ 7,612,856	\$ (384,631)
Benefits	326,822	1,978,496	4,244,600	2,266,104	1,918,278	(60,218)
Retirement Benefits	363,668	2,302,839	5,454,800	3,151,961	2,476,456	173,617
Postage	36,155	216,282	450,000	233,718	197,029	(19,253)
Telephone	27,353	145,401	288,735	143,334	132,532	(12,869)
Insurance	190,132	1,098,575	1,625,000	526,425	688,717	(409,858)
Casualty Loss	9,468	32,694	110,000	77,306	26,437	(6,257)
Loss on Bad Accounts	(2,461)	(14,409)	155,000	169,409	(4,936)	9,473
Purchased Services	454,832	4,615,403	10,990,850	6,375,447	4,963,060	347,657
Training	21,652	114,902	251,270	136,368	70,031	(44,871)
Materials and Equipment	454,215	2,768,620	4,371,355	1,602,735	1,918,782	(849,838)
Chemicals	796,653	4,245,017	8,952,971	4,707,954	3,373,371	(871,646)
Utilities	269,619	1,339,832	3,149,500	1,809,668	1,077,850	(261,982)
Gasoline/Fuel	26,101	131,530	382,680	251,150	160,431	28,901
Total Operating Expense	\$ 4,335,907	\$ 26,972,669	\$ 58,140,955	\$ 31,168,286	\$ 24,610,894	\$ (2,361,775)
Depreciation & Amort Expense	\$ 1,127,617	6,777,670	13,583,232	6,805,562	\$ 6,535,990	(241,680)
Net Income from Operations	4,038,679	8,964,202	13,515,853	(4,551,651)	6,544,430	2,419,772
Other Income (Expense) :						
Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ 161,839	\$ (161,839)
Investment Income	\$ 73,582	\$ 209,835	\$ 195,600	\$ 14,235	9,670	200,165
Net Change - Investment Values	131,295	693,338	-	693,338	(104,536)	797,874
Interest Income / Expense	-	-	-	-	(1,570)	1,570
Other Income (Expense), net	\$ 216,285	\$ 914,581	\$ 195,600	\$ 718,981	\$ 65,403	\$ 849,178
Net Earnings	<u>\$ 4,254,964</u>	<u>\$ 9,878,783</u>	<u>\$ 13,711,453</u>	<u>\$ (3,832,670)</u>	<u>\$ 6,609,833</u>	<u>\$ 3,268,950</u>
Retained Earnings, January 1		\$ 430,653,318			\$ 396,920,642	
Ending Retained Earnings		<u>\$ 440,532,101</u>			<u>\$ 403,530,475</u>	

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
FOR THE MONTH ENDED JUNE 30, 2023**

BOND RESERVES

	Balance at 5/31/2023	Additions	Deductions	Balance at 6/30/2023
Cash on Hand	\$7	-	-	\$7
U.S. Government Securities	\$0	-	-	0
Total Bond Reserves	\$7	\$0	\$0	\$7

INVESTED RESERVES

	Balance at 4/30/2023	Additions	Deductions	Balance at 6/30/2023
Operating				
Cash on Hand	\$30,062	3,092,808	3,100,954	\$21,916
U.S. Government Securities	\$14,866,186	3,138,027	3,075,000	\$14,929,212
Total Invested Reserves	\$14,896,248	\$6,230,835	\$6,175,954	\$14,951,129

The average annual interest earned was 1.07%.

INVESTED OPERATING CASH

	Balance at 4/30/2023	Additions	Deductions	Balance at 6/30/2023
Operating				
Cash on Hand	\$417,667	7,659,049	7,672,997	\$403,720
U.S. Government Securities	\$28,100,022	7,747,594	7,600,000	28,247,616
Total Invested Reserves	\$28,517,690	\$15,406,643	\$15,272,997	\$28,651,336

The average annual interest earned was 1.08%.

**DES MOINES WATER WORKS
STATEMENT OF INVESTMENT CHANGES
YEAR TO DATE 2023**

PENSION FUND

	Balance 1/1/2023	Transfers, Expenses & Deposits	Benefit Payments	Investment Return	Balance at 6/30/2023	YTD % Return
<i>Fixed Income</i>						
Mellon Capital Mgmt - Bond Market Index	5,884,782	2,005,230	(1,916,894)	132,788	6,105,906	2.67%
Neuberger Berman / Mellon / DDJ - High Yield I	2,054,249	(43,090)		116,017	2,127,176	5.65%
Principal Global Investors - Income	17,705,946	241,860	2,457	399,010	18,349,273	2.24%
<i>Large U.S. Equity</i>						
Principal Global Investors - Equity Income	6,222,871	90,510		247,900	6,561,281	3.97%
Principal Global Investors - Large Cap S&P 500 Index	2,608,625	(235,414)		433,043	2,806,254	16.69%
T. Rowe Price / Brown Advisory - Large Cap Growth	6,026,644	(1,057,453)		1,626,602	6,595,793	27.31%
<i>Small/Mid U.S. Equity</i>						
Robert Baird / Eagle Asset Mgmt - Mid Cap Growth III	894,171	(48,118)		132,897	978,951	14.90%
DFA / Vaughan Nelson / LA Capital - Small Cap Value II	457,533	(12,229)		39,791	485,095	8.70%
AB / Brown / Emerald - Small Cap Growth I	453,452	(26,293)		59,390	486,550	13.13%
LA Capital Mgmt / Victory - Mid Cap Value I	918,826	16,678		39,659	975,163	4.30%
<i>International Equity</i>						
Causeway / Barrow Hanley - Overseas	1,698,521	95,953		272,477	2,066,951	15.93%
Principal Global Investors / DFA - International Small Cap	769,177	(836,789)		67,612	0	8.78%
Principal Global Investors - Diversified International	3,865,020	133,809		482,931	4,481,760	12.44%
Origin Asset Management LLP - Origin Emerging Markets	1,345,371	(106,814)		116,920	1,355,476	8.74%
Total Principal Financial	\$ 50,905,188	\$ 217,841	\$ (1,914,437)	\$ 4,167,038	\$ 53,375,629	8.35%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

	YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating						
Office of the CEO/General Manager	\$689,649	\$2,412,086	\$0	\$2,412,086	\$1,722,437	29%
Customer Service	\$2,518,371	\$5,605,717	\$0	\$5,605,717	\$3,087,346	45%
Engineering	\$1,065,334	\$1,776,480	\$0	\$1,776,480	\$711,146	60%
Finance	\$3,889,655	\$5,848,016	(\$2,886)	\$5,845,130	\$1,955,476	67%
Human Resources	\$492,534	\$956,492	\$0	\$956,492	\$463,958	51%
Information Technology	\$1,729,142	\$3,393,739	\$0	\$3,393,739	\$1,664,597	51%
Office of the Chief Operating Officer	\$1,088,995	\$2,818,019	\$2,886	\$2,820,905	\$1,731,910	39%
Water Distribution	\$3,787,863	\$8,206,335	\$0	\$8,206,335	\$4,418,472	46%
Water Production	\$11,711,128	\$27,124,071	\$0	\$27,124,071	\$15,412,943	43%
Total Operating	\$26,972,669	\$58,140,955	\$0	\$58,140,955	\$31,168,285	46%
Capital						
Office of the CEO/General Manager	\$0	\$0	\$0	\$0	\$0	No Budget
Customer Service	\$738,805	\$1,736,895	\$0	\$1,736,895	\$998,090	43%
Engineering	\$3,968,784	\$54,338,440	\$20,472,250	\$74,810,690	\$70,841,906	5%
Finance	\$0	\$0	\$0	\$0	\$0	No Budget
Human Resources	\$0	\$0	\$0	\$0	\$0	No Budget
Information Technology	\$410,261	\$2,140,750	\$0	\$2,140,750	\$1,730,489	19%
Office of the Chief Operating Officer	\$7,885	\$251,473	\$0	\$251,473	\$243,588	3%
Water Distribution	\$414,609	\$1,673,131	\$0	\$1,673,131	\$1,258,522	25%
Water Production	\$1,209,213	\$2,321,067	\$784,000	\$3,105,067	\$1,895,854	39%
Total Capital	\$6,749,556	\$62,461,756	\$21,256,250	\$83,718,006	\$76,968,450	8%
Total Project Costs	\$33,722,226	\$120,602,711	\$21,256,250	\$141,858,961	\$108,136,735	24%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Office of the CEO/General Manager

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
950-200	New Business, Community & Economic Dev	\$55,613	\$78,036	\$0	\$78,036	\$22,423	71%
996-001	CEO Department Administration	\$351,623	\$413,571	\$0	\$413,571	\$61,948	85%
996-030	Board Activities	\$91,831	\$1,327,026	\$0	\$1,327,026	\$1,235,195	7%
996-200	Business Strategies	\$55,636	\$188,972	\$0	\$188,972	\$133,336	29%
996-210	Project Management	\$46,940	\$98,635	\$0	\$98,635	\$51,695	48%
995-010	Public Policy - WS Advocate	\$88,005	\$305,846	\$0	\$305,846	\$217,841	29%
Total Operating		\$689,649	\$2,412,086	\$0	\$2,412,086	\$1,722,437	29%
OCEO Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	\$0
Total Office of CEO/General Manager		\$689,649	\$2,412,086	\$0	\$2,412,086	\$1,722,437	29%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Customer Service

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
950-001	Cust Svc Dept Administration	\$1,055,752	\$2,145,683	\$0	\$2,145,683	\$1,089,931	49%
950-100	Contact Center Operations	\$468,486	\$1,200,183	\$0	\$1,200,183	\$731,697	39%
950-300	Communications/PR	\$104,678	\$265,902	\$0	\$265,902	\$161,224	39%
950-500	CS - Distribution Water Quality	\$246,071	\$626,014	\$0	\$626,014	\$379,943	39%
950-600	Field Customer Service	\$643,384	\$1,367,935	\$0	\$1,367,935	\$724,551	47%
	Total Operating	\$2,518,371	\$5,605,717	\$0	\$5,605,717	\$3,087,346	45%
Capital							
955-060	Field Cust Svc Capital	\$732,337	\$1,736,895	\$0	\$1,736,895	\$1,004,558	42%
925-160	Radio Frequency Project	\$6,468	\$0	\$0	\$0	(\$6,468)	No Budget
	Total Capital	\$738,805	\$1,736,895	\$0	\$1,736,895	\$998,090	43%
Total Customer Service		\$3,257,176	\$7,342,612	\$0	\$7,342,612	\$4,085,436	44%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Engineering

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
940-001	Engineering Dept Administration	\$1,052,916	\$1,706,063	\$0	\$1,706,063	\$653,147	62%
940-010	Engineering Studies	\$12,418	\$70,417	\$0	\$70,417	\$57,999	18%
	Total Operating	\$1,065,334	\$1,776,480	\$0	\$1,776,480	\$711,146	60%
Capital							
945-010	Facility Management	\$1,155,956	\$3,956,359	\$4,351,750	\$8,308,109	\$7,152,153	14%
945-012	New ASR Well	\$511,661	\$2,750,882	\$638,000	\$3,388,882	\$2,877,222	15%
945-080	WMR - Des Moines	\$438,097	\$9,452,241	\$5,000,000	\$14,452,241	\$14,014,144	3%
945-090	WMR - Polk County	\$117,198	\$3,137,711	\$3,000,000	\$6,137,711	\$6,020,513	2%
945-095	WMR - Windsor Heights	\$11,985	\$28,221	\$784,000	\$812,221	\$800,236	1%
945-100	WMR - Pleasant Hill	\$288	\$300,000	\$0	\$300,000	\$299,712	0%
945-120	WMR - Cumming	\$1,583	\$0	\$0	\$0	(\$1,583)	No Budget
945-200	Development Plan Review & Inspection	\$190,560	\$284,784	\$42,000	\$326,784	\$136,224	58%
945-210	Core Network Feeder Mains	\$177,812	\$4,165,673	\$0	\$4,165,673	\$3,987,861	4%
945-220	Fleur Drive Treatment Plant	\$351,508	\$8,945,587	\$3,675,500	\$12,621,087	\$12,269,579	3%
945-225	McMullen Water Treatment Plant	\$181,582	\$789,543	\$1,781,000	\$2,570,543	\$2,388,961	7%
945-228	Saylorville Water Treatment Plant	\$760,916	\$20,527,439	\$0	\$20,527,439	\$19,766,523	4%
945-230	Remote Facilities - Pumping & Storage	\$55,627	\$0	\$1,200,000	\$1,200,000	\$1,144,373	5%
945-235	Joint NW Storage, PS and Feeder Mains	\$1,864	\$0	\$0	\$0	(\$1,864)	No Budget
945-245	Joint SW Storage, PS and Feeder Mains	\$8,889	\$0	\$0	\$0	(\$8,889)	No Budget
945-250	Waukee-Xenia Feeder Main & Pump Station	\$3,259	\$0	\$0	\$0	(\$3,259)	No Budget
	Total Capital	\$3,968,784	\$54,338,440	\$20,472,250	\$74,810,690	\$70,841,906	5%
Total Engineering		\$5,034,118	\$56,114,920	\$20,472,250	\$76,587,170	\$71,553,052	7%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Finance

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
930-001	Finance Dept Administration	\$485,697	\$1,034,466	(\$2,886)	\$1,031,580	\$545,883	47%
930-010	Financial Services	\$1,406,118	\$2,284,090	\$0	\$2,284,090	\$877,972	62%
930-086	Other Accounting Expenses	\$5,749	\$0	\$0	\$0	(\$5,749)	No Budget
930-090	Purchasing	\$55,838	\$97,989	\$0	\$97,989	\$42,151	57%
950-410	A/R Management	\$469,285	\$892,813	\$0	\$892,813	\$423,528	53%
970-010	Central Stores	\$56,354	\$128,179	\$0	\$128,179	\$71,825	44%
970-500	GDMBG Operations and Maintenance	\$100,135	\$100,000	\$0	\$100,000	(\$135)	100%
	Department Operating	\$2,579,176	\$4,537,537	(\$2,886)	\$4,534,651	\$1,955,476	57%
930-010	Financial Services - PILOT	\$1,310,479	\$1,310,479	\$0	\$1,310,479	\$0	100%
	Total Operating	\$3,889,655	\$5,848,016	(\$2,886)	\$5,845,130	\$1,955,476	67%
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		\$3,889,655	\$5,848,016	(\$2,886)	\$5,845,130	\$1,955,476	67%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Human Resources

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
910-001	HR Dept Administration	\$163,186	\$334,425	\$0	\$334,425	\$171,239	49%
910-010	Employee Relations	\$142,010	\$262,179	\$0	\$262,179	\$120,169	54%
910-060	Employment	\$129,607	\$134,901	\$0	\$134,901	\$5,294	96%
910-110	Compensation/Benefits	\$58,265	\$143,265	\$0	\$143,265	\$85,000	41%
910-150	Employee Learning & Growth	(\$534)	\$81,722	\$0	\$81,722	\$82,256	-1%
Total Operating		\$492,534	\$956,492	\$0	\$956,492	\$463,958	51%
Capital							
Total Capital		\$0	\$0	\$0	\$0	\$0	No Budget
Total Human Resources		\$492,534	\$956,492	\$0	\$956,492	\$463,958	51%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Information Technology

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
920-001	IT Dept Administration	\$398,491	\$817,646	\$0	\$817,646	\$419,155	49%
920-160	Technical Services	\$88,968	\$270,953	\$0	\$270,953	\$181,985	33%
920-240	IT Development & Application Svcs	\$12,376	\$205,712	\$0	\$205,712	\$193,336	6%
920-250	IT Services	\$776,233	\$1,192,514	\$0	\$1,192,514	\$416,281	65%
920-350	System Services	\$453,074	\$906,914	\$0	\$906,914	\$453,840	50%
	Total Operating	\$1,729,142	\$3,393,739	\$0	\$3,393,739	\$1,664,597	51%
Capital							
925-010	Info Systems Capital	\$410,261	\$2,140,750	\$0	\$2,140,750	\$1,730,489	19%
	Total Capital	\$410,261	\$2,140,750	\$0	\$2,140,750	\$1,730,489	19%
Total Information Technology		\$2,139,403	\$5,534,489	\$0	\$5,534,489	\$3,395,086	39%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Office of the Chief Operating Officer

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
993-000	OCOO Dept Administration	\$333,601	\$857,364	\$0	\$857,364	\$523,763	39%
960-510	Risk & Incident Management	\$302,373	\$926,008	\$2,886	\$928,894	\$626,521	33%
910-240	Safety	\$139,799	\$231,620	\$0	\$231,620	\$91,821	60%
970-060	Grounds Maintenance	\$313,221	\$803,027	\$0	\$803,027	\$489,806	39%
	Total Operating	\$1,088,995	\$2,818,019	\$2,886	\$2,820,905	\$1,731,910	39%
Capital							
975-005	Grounds Maintenance Capital	\$7,885	\$251,473	\$0	\$251,473	\$243,588	3%
	Total Capital	\$7,885	\$251,473	\$0	\$251,473	\$243,588	3%
Total Office of the COO		\$1,096,880	\$3,069,492	\$2,886	\$3,072,378	\$1,975,498	36%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Water Distribution

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
960-001	Water Dist Dept Administration	\$1,197,099	\$3,204,357	\$0	\$3,204,357	\$2,007,258	37%
960-010	Distribution Administration	\$50,894	\$132,812	\$0	\$132,812	\$81,918	38%
960-100	Dist System Maint/Repairs	\$1,758,509	\$3,096,374	\$0	\$3,096,374	\$1,337,865	57%
960-160	Water Distribution Support	\$86,064	\$195,424	\$0	\$195,424	\$109,360	44%
960-180	Leak Detection	\$360,545	\$756,222	\$0	\$756,222	\$395,677	48%
960-250	Distribution Billed Services	\$334,752	\$821,146	\$0	\$821,146	\$486,394	41%
	Total Operating	\$3,787,863	\$8,206,335	\$0	\$8,206,335	\$4,418,472	46%
Capital							
965-010	Distribution System Improvements	\$409,549	\$1,638,831	\$0	\$1,638,831	\$1,229,282	25%
965-025	Dist Billed Services Capital	\$0	\$22,500	\$0	\$22,500	\$22,500	0%
965-200	Leak Detection Equipment	\$5,060	\$11,800	\$0	\$11,800	\$6,740	43%
	Total Capital	\$414,609	\$1,673,131	\$0	\$1,673,131	\$1,258,522	25%
Total Water Distribution		\$4,202,472	\$9,879,466	\$0	\$9,879,466	\$5,676,994	43%

DES MOINES WATER WORKS
Project Costs by Department - Summary
Year to Date ended June 30, 2023
50% of Year Completed

Water Production

		YTD Actual	Yearly Budget 2023	Budget Adjustment / Carry Over	Net Yearly 2023 Budget	Variance	% of Budget
Operating							
970-110	Facility Maintenance	\$286,977	\$753,039	\$0	\$753,039	\$466,062	38%
970-200	Vehicle Maintenance	\$572,554	\$1,306,157	\$0	\$1,306,157	\$733,603	44%
970-360	Communication Sys Maintenance	\$16,145	\$53,064	\$0	\$53,064	\$36,919	30%
970-450	HVAC Operations & Maintenance	\$59,922	\$99,577	\$0	\$99,577	\$39,655	60%
980-001	Water Production Dept Admin	\$1,903,869	\$4,388,290	\$0	\$4,388,290	\$2,484,421	43%
980-010	Water Production Operations	\$606,075	\$1,189,600	\$0	\$1,189,600	\$583,525	51%
980-020	Fleur Treatment Chem/Energy	\$4,124,052	\$8,903,133	\$0	\$8,903,133	\$4,779,081	46%
980-030	McMullen Treatment Chem/Energy	\$1,197,635	\$3,231,252	\$0	\$3,231,252	\$2,033,617	37%
980-040	Saylorville Treatment Chem/Energy	\$518,511	\$1,605,047	\$0	\$1,605,047	\$1,086,536	32%
980-200	Fleur Plant Maintenance	\$934,717	\$1,893,639	\$0	\$1,893,639	\$958,922	49%
980-250	McMullen Plant Maintenance	\$235,214	\$582,851	\$0	\$582,851	\$347,637	40%
980-300	Saylorville Plant Maintenance	\$255,345	\$521,680	\$0	\$521,680	\$266,335	49%
980-350	WP Maintenance Oversight	\$83,213	\$220,992	\$0	\$220,992	\$137,779	38%
980-410	Louise P. Moon Pumping & Maint.	\$183,733	\$581,339	\$0	\$581,339	\$397,606	32%
980-420	PC PS Maintenance	\$71,898	\$160,986	\$0	\$160,986	\$89,088	45%
980-430	DM Remote Storage & Pumping	\$291,746	\$805,605	\$0	\$805,605	\$513,859	36%
980-500	Routine Laboratory Monitoring	\$337,066	\$657,139	\$0	\$657,139	\$320,073	51%
980-530	Source Water Quality	\$32,455	\$170,681	\$0	\$170,681	\$138,226	19%
	Total Operating	\$11,711,128	\$27,124,071	\$0	\$27,124,071	\$15,412,943	43%
Capital							
985-010	Water Production Reinvestment	\$600,000	\$1,196,609	\$0	\$1,196,609	\$596,609	50%
975-010	Vehicle Capital	\$609,213	\$1,124,458	\$784,000	\$1,908,458	\$1,299,245	32%
	Total Capital	\$1,209,213	\$2,321,067	\$784,000	\$3,105,067	\$1,895,854	39%
Total Water Production		\$12,920,341	\$29,445,138	\$784,000	\$30,229,138	\$17,308,797	43%

**Consent Agenda
Item 1-C**

MONTHLY SCHEDULE FOR THE MONTH OF JUNE 2023

BANKERS TRUST OPERATING FUND	Investment Purchased	2,087,109.16
BANKERS TRUST OPERATING FUND	Investment Purchased	1,013,844.64
BANKERS TRUST EXCESS OPERATING CASH FUND	Investment Purchased	5,107,129.78
BANKERS TRUST EXCESS OPERATING CASH FUND	Investment Purchased	2,565,866.92
ACCOUNTS PAYABLE MONTHLY SCHEDULE	Weekly Check Runs	6,374,111.34
EMPLOYEE PAYROLL	Bi Weekly Payrolls	<u>903,088.64</u>
TOTAL		<u><u>\$18,051,150.48</u></u>

PAYMENTS FOR JUNE, 2023

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<u>Check No.</u>	<u>Paid to:</u>	<u>Description</u>	<u>Amount</u>
51165	IPERS Collections	Pension Plan Contribution	\$230,179.86
60923	Des Moines Metro Credit Union	Credit Union Payable	22,601.00
62323	Des Moines Metro Credit Union	Credit Union Payable	22,616.00
63023	Discovery Benefits	Flex Spending - Reimbursements	1,194.22
116991	EMC Risk Services, Inc	Workers Comp	5,117.01
117141	EMC Risk Services, Inc	Workers Comp	36,237.85
117337	EMC Risk Services, Inc	Workers Comp	14,845.60
117729	EMC Risk Services, Inc	Workers Comp	23,836.48
117730	EMC Risk Services, Inc	Workers Comp	16,458.72
230609	Principal Life Insurance	Deferred Compensation Payable	63,812.82
230623	Principal Life Insurance	Deferred Compensation Payable	63,862.89
269147	Master Single Payment Vendor	Refunds	149.61
269148	Master Single Payment Vendor	Refunds	129.24
269149	Master Single Payment Vendor	Refunds	126.60
269150	Master Single Payment Vendor	Refunds	138.69
269151	Master Single Payment Vendor	Refunds	933.25
269152	Master Single Payment Vendor	Refunds	61.77
269153	Master Single Payment Vendor	Refunds	88.06
269154	Master Single Payment Vendor	Refunds	34.57
269155	Master Single Payment Vendor	Refunds	194.28
269156	Master Single Payment Vendor	Refunds	14.62
269157	Master Single Payment Vendor	Refunds	79.06
269158	Master Single Payment Vendor	Refunds	169.32
269159	Master Single Payment Vendor	Refunds	170.18
269160	Master Single Payment Vendor	Refunds	128.76
269161	Master Single Payment Vendor	Refunds	113.64
269162	Master Single Payment Vendor	Refunds	24.71
269163	Master Single Payment Vendor	Refunds	76.79
269164	Master Single Payment Vendor	Refunds	137.10
269165	Master Single Payment Vendor	Refunds	159.31
269166	Master Single Payment Vendor	Refunds	54.04
269167	Master Single Payment Vendor	Refunds	86.79
269168	Master Single Payment Vendor	Refunds	369.04
269169	Master Single Payment Vendor	Refunds	61.61
269170	Master Single Payment Vendor	Refunds	110.52
269171	Accurate Hydraulics & Machine Serv., Inc	Purchased Services	575.82
269172	Acme Tools	Employee Job Costs	126.93
269173	Ahlers, Cooney, PC	Legal Fees	1,551.00
269174	All American Scaffolds Inc	Purchased Services	1,988.61
269175	Amazon Capital Services Inc	Materials & Supplies	531.30
269176	Ameraflex Sealing Products, Inc	Inventory	154.61
269177	American Marking, Inc.	Materials & Supplies	8.50
269178	Ausin Miller	Safety Boots	219.34
269179	Badger Daylighting	Contractors	2,108.00
269180	C. H. McGuinness Company, Inc.	Purchased Services	669.20
269181	Central States Group	Inventory	918.18
269182	CenturyLink	Telephone Services	61.32
269183	Cintas	Purchased Services	2,182.95
269184	City Supply Corporation	Inventory	1,004.94
269185	Combined Systems Technology, Inc.	Materials & Supplies	1,445.00
269186	DMACC	Training	575.00
269187	Douglas K. Oscarson	Consultants	1,787.10
269188	Electrical Engineering & Equipment Co.	Inventory	1,488.06
269189	Electronic Engineering Company	Purchased Services	1,374.00
269190	Endress and Hauser	Inventory	1,131.66
269191	Fastenal Company	Inventory	221.17
269192	First Choice Coffee	Food & Beverages	378.00

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269193	Force Fitters	Employee Job Costs	213.50
269194	Gilcrest Jewett Lumber Company	Inventory	315.91
269195	Graybar Electric Company	Inventory	867.35
269196	Hayden Young	Safety Boots	122.50
269197	IDEXX Laboratories, Inc.	Materials & Supplies	2,413.38
269198	John's Tree Service, Inc.	Contractors	1,750.00
269199	Keystone Laboratories	Purchased Services	74.50
269200	Larry's Window Service, Inc.	Purchased Services	110.00
269201	Lawson Products, Inc.	Inventory	156.63
269202	MH Equipment	Vehicle Maintenance Materials	1,060.54
269203	McMaster-Carr Supply Company	Inventory	452.06
269204	Mid American Energy	Utilities - Electric & Natural Gas	37.15
269205	Midwest Wheel Companies	Vehicle Maintenance Materials	104.48
269206	Motion Industries	Inventory	127.25
269207	Nathan Jones	Safety Boots	122.50
269208	O'Halloran International	Vehicle Maintenance Materials	741.61
269209	Paint Pump Pros	Purchased Services	379.75
269210	Postmaster	Postage	1,370.00
269211	Premier Safety	Employee Job Costs	1,142.90
269212	Print Image Solutions, Inc.	Inventory	511.79
269213	Ramco Innovations	Materials & Supplies	77.81
269214	Shad Haidsiak	Mileage	260.69
269215	Star Equipment, Ltd.	Vehicle Maintenance Materials	79.49
269216	Stivers	Vehicle Maintenance Materials	726.36
269217	Storey-Kenworthy Company	Inventory	1,538.68
269218	The Filter Shop	Inventory	64.96
269219	The Rotary Club of Des Moines	Dues and Memberships	299.00
269220	Thyssenkrupp Elevator Corporation	Purchased Services	698.09
269221	Todd Monson	Safety Boots	123.22
269222	Total Tool	Employee Job Costs	249.48
269223	Tramont Manufacturing LLC	Materials & Supplies	994.50
269224	True North Controls	Inventory	157.00
269225	UPS	Delivery/Freight	24.29
269226	USA Safety Supply Corp	Inventory	612.01
269227	United Rentals	Inventory	626.50
269228	United States Plastic Corporation	Inventory	83.50
269229	Vesco	Inventory	1,607.54
269230	West Des Moines Water Works	Sewer	74.00
269231	Ziegler Inc.	Purchased Services	854.99
269232	Advocacy Strategies, LLC	Consultants	10,625.00
269233	Air Products	Inventory	5,844.08
269234	Baker Group	Purchased Services	20,097.00
269235	Bankers Trust Company	Corporate Credit Card	7,396.83
269236	Bonnie's Barricades	Contractors	9,021.60
269237	CPI International	Inventory	3,025.24
269238	CTI Ready Mix	Concrete	3,249.00
269239	Calgon Carbon Kuraray	Inventory	64,000.00
269240	Carus Chemical	Inventory	57,954.00
269241	Grainger, Inc.	Inventory	2,837.31
269242	Kemira Water Solutions, Inc	Inventory	25,098.84
269243	Mail Services LLC	Postage	10,005.24
269244	Martin Marietta Aggregates	Inventory	10,785.47
269245	Mississippi Lime Company	Inventory	50,480.90
269246	Nate Todd Construction	Contractors	7,860.00
269247	Quality Traffic Control, Inc	Contractors	23,500.00
269248	RSM US LLP	Accounting Fees	18,000.00
269249	Radwell International	Inventory	9,995.64

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269250	Seiler Instrument Geospatial	Office Supplies	35,117.12
269251	Snyder & Associates, Inc.	Contractors	3,125.50
269252	Step Saver Inc	Inventory	11,750.00
269253	Stonkus Hydraulic, Inc.	Travel	12,895.00
269254	Storm Wind LLC	Materials & Supplies	5,900.00
269255	USA Bluebook	Inventory	2,959.46
269256	Voya Financial	Insurance Withholding	9,153.56
269257	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	24,642.90
269258	Iowa Department of Natural Resources	Purchased Services	100.00
269259	Master Single Payment Vendor	Refunds	490.52
269260	Master Single Payment Vendor	Refunds	31.42
269261	Master Single Payment Vendor	Refunds	125.36
269262	Master Single Payment Vendor	Refunds	222.42
269263	Master Single Payment Vendor	Refunds	112.22
269264	Master Single Payment Vendor	Refunds	98.28
269265	Master Single Payment Vendor	Refunds	54.46
269266	Master Single Payment Vendor	Refunds	187.32
269267	Master Single Payment Vendor	Refunds	49.26
269268	Master Single Payment Vendor	Refunds	152.93
269269	Master Single Payment Vendor	Refunds	142.56
269270	Master Single Payment Vendor	Refunds	113.85
269271	Master Single Payment Vendor	Refunds	92.64
269272	Master Single Payment Vendor	Refunds	156.02
269273	Master Single Payment Vendor	Refunds	38.93
269274	Master Single Payment Vendor	Refunds	99.80
269275	Master Single Payment Vendor	Refunds	69.60
269276	Master Single Payment Vendor	Refunds	209.29
269277	Master Single Payment Vendor	Refunds	127.36
269278	Master Single Payment Vendor	Refunds	123.97
269279	Master Single Payment Vendor	Refunds	623.15
269280	Master Single Payment Vendor	Refunds	18.18
269281	Master Single Payment Vendor	Refunds	120.70
269282	Master Single Payment Vendor	Refunds	60.18
269283	Master Single Payment Vendor	Refunds	15.78
269284	Master Single Payment Vendor	Refunds	118.31
269285	Master Single Payment Vendor	Refunds	34.60
269286	Master Single Payment Vendor	Refunds	168.17
269287	Master Single Payment Vendor	Refunds	1,173.03
269288	Master Single Payment Vendor	Refunds	32.01
269289	Master Single Payment Vendor	Refunds	136.14
269290	Master Single Payment Vendor	Refunds	17.00
269291	Master Single Payment Vendor	Refunds	25.47
269292	Master Single Payment Vendor	Refunds	36.13
269293	Master Single Payment Vendor	Refunds	137.08
269294	Master Single Payment Vendor	Refunds	92.72
269295	Master Single Payment Vendor	Refunds	16.05
269296	Master Single Payment Vendor	Refunds	708.66
269297	AGRILAND FS, INC	Inventory	1,020.00
269298	AT&T Mobility	Cell Phones	113.09
269299	Acme Tools	Employee Job Costs	1,475.95
269300	American Radiator	Vehicle Maintenance Materials	303.00
269301	Armored Knights., Inc	Purchased Services	528.00
269302	Austin Black	Safety Boots	245.00
269303	BDI Signs Business Designs, Inc	Park Materials	220.00
269304	Baker Group	Purchased Services	352.48
269305	Bankers Trust Company	Corporate Credit Card	210.25
269306	Bearing Headquarters Company	Inventory	28.66

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269307	Blackburn Manufacturing Company	Inventory	624.32
269308	Bolton & Menk, Inc	Contractors	2,335.50
269309	Bonnie's Barricades	Contractors	1,919.95
269310	Canon Financial Services INC	Printing & Copies	1,557.65
269311	Capital Sanitary Supply	Inventory	151.48
269312	Carter Printing Company, Inc.	Materials & Supplies	1,074.92
269313	CenturyLink	Telephone Services	253.83
269314	Cintas	Purchased Services	2,310.08
269315	City Supply Corporation	Inventory	1,191.74
269316	City of Des Moines	Contractors	335.00
269317	Commercial Supply Co	Inventory	649.85
269318	Core and Main	Inventory	224.26
269319	Cortrol Process Systems	Inventory	934.38
269320	DXP	Inventory	133.45
269321	Daniel Alvarado	Safety Boots	54.56
269322	Davis Equipment Corporation	Vehicle Maintenance Materials	38.72
269323	Des Moines Iron Company	Vehicle Maintenance Materials	1,105.87
269324	Donna Heckman	Materials & Supplies	192.59
269325	Doors, Inc.	Vehicle Maintenance Materials	20.00
269326	Douglas K. Oscarson	Consultants	1,753.80
269327	Endress and Hauser	Inventory	395.57
269328	Force Fitters	Employee Job Costs	1,776.50
269329	General Fire & Safety Equipment	Contractors	51.50
269330	Gold Standard Diagnostics	Inventory	2,287.00
269331	Grainger, Inc.	Inventory	1,234.96
269332	Graybar Electric Company	Inventory	1,175.79
269333	Hach Chemical Company	Materials & Supplies	606.39
269334	Hawkins Water Treatment Group	Inventory	404.00
269335	Home City Ice	Park Materials	562.50
269336	IDEXX Laboratories, Inc.	Materials & Supplies	542.49
269337	Image Solutions	Aggregate Materials	39.00
269338	Industrial Glassware	Materials & Supplies	1,145.72
269339	Industrial Scientific Corporation	Dues and Memberships	2,315.03
269340	Iowa Mediation Service	Training	825.00
269341	Iowa Public Radio	Advertising	1,394.00
269342	Kansas City Calibration Laboratory	Contractors	154.08
269343	Lawson Products, Inc.	Inventory	56.58
269344	Logan Contractors Supply, Inc.	Inventory	53.30
269345	Matt Hoffman	Safety Glasses	103.00
269346	McMaster-Carr Supply Company	Materials & Supplies	444.87
269347	Menard's	Materials & Supplies	601.94
269348	Midwest Office Technology, Inc.	Printing & Copies	1,942.80
269349	Midwest Wheel Companies	Vehicle Maintenance Materials	68.63
269350	Murphy Tractor & Equipment	Vehicle Maintenance Materials	1,560.73
269351	Northern Tool and Equipment	Vehicle Maintenance Materials	139.99
269352	O'Halloran International	Vehicle Maintenance Materials	2,485.17
269353	O'Reilly Auto Parts	Vehicle Maintenance Materials	45.99
269354	One Source	Purchased Services	549.40
269355	Plumb Supply Company	Inventory	519.84
269356	Premier Safety	Inventory	917.58
269357	RION	Vehicle Maintenance Materials	168.67
269358	Ramco Innovations	Inventory	150.29
269359	Reams Sprinkler Supply	Park Materials	833.95
269360	Reppert Rigging & Hauling Co.	Contractors	400.00
269361	Revenue Advantage	Purchased Services	950.00
269362	SEI Security Equipment, Inc	Materials & Supplies	295.00
269363	SVPA Architects Inc	Contractors	837.13

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269364	Servicemaster Commercial Carpet, Inc.	Purchased Services	924.00
269365	Seton Identification Products	Inventory	898.47
269366	Shattuck Turf Farms	Materials & Supplies	15.40
269367	Springer Pest Solutions DSM	Purchased Services	72.60
269368	Star Equipment, Ltd.	Inventory	1,191.21
269369	Stivers	Vehicle Maintenance Materials	125.44
269370	Stonkus Hydraulic, Inc.	Inventory	717.86
269371	TPx Communications	Internet Connectivity	723.08
269372	Total Tool	Inventory	226.34
269373	Truck Equipment, Inc.	Vehicle Maintenance Materials	261.45
269374	U.S. Autoforce	Vehicle Maintenance Materials	1,202.00
269375	ULINE	Inventory	486.15
269376	USA Bluebook	Inventory	123.95
269377	Utility Equipment Company	Inventory	59
269378	VWR International LLC	Inventory	241.09
269379	Van Meter Industrial, Inc.	Materials & Supplies	314.37
269380	Veenstra & Kimm, Inc.	Contractors	153.00
269381	Vessco	Inventory	268.50
269382	Westside Parts & Service Center, Inc.	Purchased Services	104.95
269383	Wex Bank	Gasoline	253.47
269384	Air Products	Inventory	7,103.84
269385	Allied Instrumentation	Materials & Supplies	3,977.90
269386	B & C Commercial Cleaning L.C.	Purchased Services	8,450.00
269387	CTI Ready Mix	Concrete	5,967.00
269388	Calgon Carbon Kuraray	Inventory	59,808.00
269389	Carquest	Vehicle Maintenance Materials	3,509.39
269390	Central Pump and Motor	Purchased Services	16,823.15
269391	City of Alleman	Alleman Payable	11,295.82
269392	City of Cumming	Cumming Payable	9,052.72
269393	City of Pleasant Hill	Billing Service Revenue	278,999.54
269394	City of Runnells	Billing Service Revenue	8,311.43
269395	City of Windsor Heights	Billing Service Revenue	69,406.80
269396	Corell Contractors	Contractors	79,927.25
269397	Dixie Petro-Chem, Inc.	Inventory	9,251.96
269398	Dylan White	Training	4,364.00
269399	Electrical Engineering & Equipment Co.	Purchased Services	5,677.02
269400	Fisher Scientific	Materials & Supplies	2,801.50
269401	Greenfield Plaza Sanitary Sewer	Billing Service Revenue	33,190.23
269402	HomeServe USA	Billing Service Revenue	225,352.68
269403	Voided Check		0.00
269404	J & K Contracting LLC	Contractors	17,610.15
269405	J & K Contracting LLC	Contractors	2,838.00
269406	McClure Engineering Company	Contractors	24,591.15
269407	McCrometer	Materials & Supplies	23,693.19
269408	Mid American Energy	Utilities - Electric & Natural Gas	6,965.21
269409	Mississippi Lime Company	Inventory	112,322.97
269410	Municipal Supply, Inc.	Inventory	30,538.42
269411	Neptune Technology Group Inc	Inventory	20,561.00
269412	Ottson Oil Company	Inventory	8,984.55
269413	Phoenix Security Contractors, LLC	Purchased Services	23,341.70
269414	Polk County	Billing Service Revenue	71,244.06
269415	Polk County Treasurer	Billing Service Revenue	38,290.59
269416	Power Seal	Inventory	11,647.87
269417	S.D. Myers, Inc.	Materials & Supplies	2,790.00
269418	Snyder & Associates, Inc.	Contractors	38,092.87
269419	State Hygienic Laboratory	Purchased Services	7,814.50
269420	Sweco/Pearson Arnold	Materials & Supplies	4,852.76

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269421	Univar	Inventory	9,138.46
269422	Urbandale/Windsor Heights Sanitary Dist	Billing Service Revenue	46,041.96
269423	Valley Plumbing Company, Inc.	Plumbing	4,391.60
269424	Verizon Wireless Messaging Service	Cell Phones	4,840.62
269425	WRH, Inc.	Contractors	28,025.00
269426	Warren Water District	Purchased Services	3,192.00
269427	Woodland Lake Estate Association	Woodland Lakes Estates Payable	5,703.34
269428	Master Single Payment Vendor	Refunds	80.93
269429	Master Single Payment Vendor	Refunds	24.08
269430	Master Single Payment Vendor	Refunds	38.94
269431	Master Single Payment Vendor	Refunds	130.15
269432	Master Single Payment Vendor	Refunds	41.17
269433	Master Single Payment Vendor	Refunds	85.19
269434	Master Single Payment Vendor	Refunds	124.38
269435	Master Single Payment Vendor	Refunds	118.48
269436	Master Single Payment Vendor	Refunds	17.94
269437	Master Single Payment Vendor	Refunds	86.35
269438	Master Single Payment Vendor	Refunds	377.39
269439	Master Single Payment Vendor	Refunds	106.65
269440	Master Single Payment Vendor	Refunds	7.42
269441	Master Single Payment Vendor	Refunds	80.16
269442	Master Single Payment Vendor	Refunds	85.73
269443	Master Single Payment Vendor	Refunds	141.84
269444	Master Single Payment Vendor	Refunds	54.92
269445	Master Single Payment Vendor	Refunds	17.90
269446	Master Single Payment Vendor	Refunds	128.46
269447	Master Single Payment Vendor	Refunds	10.82
269448	Master Single Payment Vendor	Refunds	73.37
269449	Master Single Payment Vendor	Refunds	133.66
269450	Master Single Payment Vendor	Refunds	79.69
269451	Master Single Payment Vendor	Refunds	89.06
269452	Master Single Payment Vendor	Refunds	69.61
269453	Master Single Payment Vendor	Refunds	115.18
269454	Master Single Payment Vendor	Refunds	117.68
269455	Master Single Payment Vendor	Refunds	121.72
269456	Master Single Payment Vendor	Refunds	251.89
269457	Master Single Payment Vendor	Refunds	36.29
269458	Master Single Payment Vendor	Refunds	57.36
269459	Master Single Payment Vendor	Refunds	42.26
269460	Master Single Payment Vendor	Refunds	79.08
269461	Master Single Payment Vendor	Refunds	82.47
269462	Master Single Payment Vendor	Refunds	90.70
269463	Master Single Payment Vendor	Refunds	77.71
269464	Master Single Payment Vendor	Refunds	133.01
269465	Master Single Payment Vendor	Refunds	994.76
269466	Master Single Payment Vendor	Refunds	177.44
269467	Master Single Payment Vendor	Refunds	142.22
269468	Master Single Payment Vendor	Refunds	100.03
269469	Master Single Payment Vendor	Refunds	94.62
269470	Master Single Payment Vendor	Refunds	9.51
269471	Master Single Payment Vendor	Refunds	67.86
269472	Master Single Payment Vendor	Refunds	98.97
269473	Master Single Payment Vendor	Refunds	123.41
269474	Master Single Payment Vendor	Refunds	157.43
269475	Master Single Payment Vendor	Refunds	59.84
269476	Master Single Payment Vendor	Refunds	145.65
269477	Master Single Payment Vendor	Refunds	8.42

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269478	Master Single Payment Vendor	Refunds	134.92
269479	Master Single Payment Vendor	Refunds	44.85
269480	Master Single Payment Vendor	Refunds	73.12
269481	Master Single Payment Vendor	Refunds	11.64
269482	Master Single Payment Vendor	Refunds	18.58
269483	Master Single Payment Vendor	Refunds	17.12
269484	Master Single Payment Vendor	Refunds	100.87
269485	Master Single Payment Vendor	Refunds	11.94
269486	Master Single Payment Vendor	Refunds	145.59
269487	Master Single Payment Vendor	Refunds	66.05
269488	Master Single Payment Vendor	Refunds	136.22
269489	Air-Mach Air Compressor &	Inventory	68.00
269490	Airgas North Central	Vehicle Maintenance Materials	1,470.00
269491	Allender Butzke Engineers Inc.	Contractors	1,625.10
269492	Amazon Capital Services Inc	Materials & Supplies	332.44
269493	American Marking, Inc.	Materials & Supplies	15.30
269494	Baker Group	Purchased Services	2,156.95
269495	Bob Brown Chevrolet, Inc.	Vehicle Maintenance Materials	424.02
269496	Capital City Equipment Company	Vehicle Maintenance Materials	220.43
269497	Carter Printing Company, Inc.	Materials & Supplies	545.60
269498	Chance Andrews	Licenses & Certifications	52.79
269499	Colfax Tractor	Vehicle Maintenance Materials	950.00
269500	Corrosion Fluid Products	Inventory	984.63
269501	Corpro Companies, Inc.	Purchased Services	1,840.00
269502	DXP	Inventory	257.52
269503	Des Moines Iron Company	Vehicle Maintenance Materials	504.19
269504	Des Moines Register	Advertising	1,830.09
269505	Douglas K. Oscarson	Consultants	1,787.10
269506	Downtown Community Alliance	Advertising	250.00
269507	Dultmeier Sales LLC	Inventory	553.98
269508	Dylan White	Food & Beverages	96.24
269509	Garratt-Callahan Company	Purchased Services	525.00
269510	Grainger, Inc.	Inventory	736.47
269511	Graybar Electric Company	Inventory	244.08
269512	Greater Des Moines Baseball Co	Materials & Supplies	550.00
269513	IP Pathways, LLC	Data Processing Equipment	1,959.46
269514	Interstate All Battery	Inventory	87.60
269515	Iowa Department of Natural Resources	Licenses & Certifications	420.00
269516	Kinzler Construction Services	Purchased Services	401.50
269517	MSC Industrial Supply Company	Vehicle Maintenance Materials	11.80
269518	McMaster-Carr Supply Company	Inventory	373.38
269519	Menard's	Park Materials	1,522.24
269520	Michael Fuller	Licenses & Certifications	63.04
269521	One Source	Purchased Services	619.40
269522	Peterbilt of Des Moines	Vehicle Maintenance Materials	1,999.51
269523	Premier Safety	Inventory	169.59
269524	RION	Vehicle Maintenance Materials	145.19
269525	Ramco Innovations	Inventory	378.64
269526	SCP Science	Materials & Supplies	264.95
269527	Sherwin Williams	Materials & Supplies	149.58
269528	Stivers	Vehicle Maintenance Materials	257.01
269529	Storey-Kenworthy Company	Office Supplies	275.66
269530	Taylor Andrew	Mileage	199.38
269531	Total Tool	Inventory	44.30
269532	Truck Center Companies	Vehicle Maintenance Materials	153.03
269533	True North Controls	Inventory	52.00
269534	UPS	Delivery/Freight	51.75

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269535	Van Meter Industrial, Inc.	Contractors	1,665.98
269536	Verizon Connect Telo, Inc.	Vehicle Maintenance Materials	2,014.20
269537	Waste Management of Iowa Inc.	Purchased Services	1,972.98
269538	Waste Solutions of Iowa	Purchased Services	1,169.00
269539	Ziegler Inc.	Vehicle Maintenance Materials	190.53
269540	Air Products	Inventory	7,364.26
269541	Calgon Carbon Kuraray	Inventory	63,904.00
269542	Cintas	Purchased Services	3,443.63
269543	Dixie Petro-Chem, Inc.	Inventory	36,839.94
269544	Iowa Department of Natural Resources	Licenses & Certifications	2,520.00
269545	Kemira Water Solutions, Inc	Inventory	25,160.22
269546	Mail Services LLC	Postage	12,126.21
269547	Martin Marietta Aggregates	Inventory	8,967.70
269548	McClure Engineering Company	Contractors	19,513.53
269549	Mid American Energy	Utilities - Electric & Natural Gas	216,625.12
269550	Mississippi Lime Company	Inventory	52,353.59
269551	Neptune Technology Group Inc	Inventory	5,524.96
269552	Q3 Contracting	Casualty Losses	6,576.44
269553	Superior Industrial Equipment	Purchased Services	26,732.37
269554	TREMCO INC/WTI	Contractors	7,250.00
269555	UPHDM Occupational Medicine	Purchased Services	2,566.50
269556	USA Bluebook	Inventory	4,020.42
269557	Valley Plumbing Company, Inc.	Casualty Losses	2,625.00
269558	Waldinger Corporation	Contractors	11,937.90
269559	Wellmark Blue Cross & Blue Shield of IA	Group Insurance Premiums	25,344.90
269560	Master Single Payment Vendor	Refunds	76.08
269561	Master Single Payment Vendor	Refunds	98.70
269562	Master Single Payment Vendor	Refunds	128.48
269563	Master Single Payment Vendor	Refunds	55.27
269564	Master Single Payment Vendor	Refunds	118.76
269565	Master Single Payment Vendor	Refunds	42.40
269566	Master Single Payment Vendor	Refunds	26.22
269567	Master Single Payment Vendor	Refunds	354.94
269568	Master Single Payment Vendor	Refunds	32.45
269569	Master Single Payment Vendor	Refunds	179.94
269570	Master Single Payment Vendor	Refunds	44.09
269571	Master Single Payment Vendor	Refunds	14.66
269572	Master Single Payment Vendor	Refunds	61.32
269573	Master Single Payment Vendor	Refunds	148.42
269574	Master Single Payment Vendor	Refunds	182.20
269575	Master Single Payment Vendor	Refunds	202.14
269576	Master Single Payment Vendor	Refunds	164.09
269577	Master Single Payment Vendor	Refunds	138.69
269578	Master Single Payment Vendor	Refunds	56.00
269579	Master Single Payment Vendor	Refunds	63.23
269580	Master Single Payment Vendor	Refunds	19.33
269581	Master Single Payment Vendor	Refunds	43.64
269582	Master Single Payment Vendor	Refunds	149.96
269583	Master Single Payment Vendor	Refunds	194.71
269584	Master Single Payment Vendor	Refunds	15.90
269585	Master Single Payment Vendor	Refunds	130.14
269586	Master Single Payment Vendor	Refunds	118.59
269587	Master Single Payment Vendor	Refunds	157.06
269588	Master Single Payment Vendor	Refunds	335.74
269589	Master Single Payment Vendor	Refunds	168.69
269590	Master Single Payment Vendor	Refunds	169.74
269591	Master Single Payment Vendor	Refunds	111.44

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269592	Master Single Payment Vendor	Refunds	138.05
269593	Master Single Payment Vendor	Refunds	109.81
269594	Master Single Payment Vendor	Refunds	70.04
269595	Master Single Payment Vendor	Refunds	503.35
269596	Master Single Payment Vendor	Refunds	148.98
269597	Master Single Payment Vendor	Refunds	134.17
269598	Master Single Payment Vendor	Refunds	903.52
269599	Master Single Payment Vendor	Refunds	85.09
269600	Master Single Payment Vendor	Refunds	118.75
269601	Master Single Payment Vendor	Refunds	151.33
269602	Master Single Payment Vendor	Refunds	148.27
269603	Master Single Payment Vendor	Refunds	60.49
269604	Master Single Payment Vendor	Refunds	108.21
269605	Master Single Payment Vendor	Refunds	138.15
269606	Master Single Payment Vendor	Refunds	217.21
269607	Accurate Hydraulics & Machine Serv., Inc	Vehicle Maintenance Materials	470.75
269608	Acme Tools	Inventory	16.25
269609	Action Electrical	Contractors	275.00
269610	American Fence of Iowa	Contractors	740.00
269611	Bearing Headquarters Company	Inventory	753.44
269612	Blackburn Manufacturing Company	Inventory	463.44
269613	Bonnie's Barricades	Contractors	2,460.40
269614	Canon Financial Services INC	Printing & Copies	1,175.70
269615	Capital Sanitary Supply	Inventory	349.22
269616	CenturyLink	Telephone Services	118.72
269617	Certified Power, Inc.	Vehicle Maintenance Materials	498.47
269618	Chance Andrews	Safety Glasses	101.00
269619	Cintas	Purchased Services	2,197.32
269620	City Supply Corporation	Inventory	172.58
269621	City of Des Moines	Contractors	320.00
269622	City of Des Moines	Concrete	412.75
269623	Cody Mikesell	Safety Boots	121.99
269624	Construction & Aggregate Products, Inc.	Materials & Supplies	112.50
269625	Consumer Energy	Electrical Power	407.06
269626	Delta Dental of Iowa	Vision Withholding	1,155.68
269627	Douglas K. Oscarson	Consultants	1,787.10
269628	Dultmeier Sales LLC	Inventory	170.85
269629	Dwyer Instruments, Inc.	Inventory	74.78
269630	Elder Corporation	Contractors	2,193.75
269631	Electrical Engineering & Equipment Co.	Purchased Services	315.00
269632	Erika Hale	Mileage	129.69
269633	Fisher Scientific	Materials & Supplies	1,045.11
269634	Force Fitters	Inventory	762.75
269635	General Fire & Safety Equipment	Contractors	104.00
269636	Grainger, Inc.	Inventory	2,489.17
269637	Graybar Electric Company	Inventory	755.33
269638	HY-VEE	Gasoline	194.92
269639	Hawkins Water Treatment Group	Inventory	777.50
269640	Home City Ice	Park Materials	597.50
269641	Image Solutions	Office Supplies	946.14
269642	Ingersoll Rand	Inventory	167.58
269643	Iowa Department of Natural Resources	Licenses & Certifications	1,200.00
269644	Iowa Department of Natural Resources	Licenses & Certifications	1,740.00
269645	Iowa Department of Public Health	Materials & Supplies	400.00
269646	Iowa Department of Transportation	Purchased Services	400.00
269647	Iowa Mediation Service	Legal Fees	232.21
269648	Iowa Prison Industries	Office Supplies	34.00

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269649	Iowa Pump Works	Materials & Supplies	1,450.00
269650	J Pettiecord Inc.	Purchased Services	627.00
269651	Jeremy Banks	Licenses & Certifications	63.04
269652	Joseph Cook	Licenses & Certifications	20.00
269653	Kansas City Calibration Laboratory	Contractors	133.33
269654	Kristofer King	Casualty Losses	1,046.46
269655	Lawson Products, Inc.	Inventory	330.60
269656	MSC Industrial Supply Company	Inventory	191.05
269657	MTI Distributing	Vehicle Maintenance Materials	152.26
269658	McMaster-Carr Supply Company	Vehicle Maintenance Materials	479.67
269659	Mediacom Business	Internet Connectivity	454.90
269660	Menard's	Park Materials	2,101.77
269661	Mesa Products	Vehicle Maintenance Materials	856.72
269662	Midwest Wheel Companies	Vehicle Maintenance Materials	657.49
269663	Mike Woods	Licenses & Certifications	54.33
269664	Murphy Tractor & Equipment	Vehicle Maintenance Materials	2,471.65
269665	Northern Filter Media Inc	Inventory	677.74
269666	O'Halloran International	Vehicle Maintenance Materials	1,158.95
269667	Ottsen Oil Company	Inventory	280.67
269668	Peterbilt of Des Moines	Vehicle Maintenance Materials	941.63
269669	Plumb Supply Company	Inventory	554.04
269670	Premier Safety	Inventory	365.11
269671	Ramco Innovations	Materials & Supplies	19.30
269672	Robert Allison	Safety Boots	97.75
269673	S.D. Myers, Inc.	Contractors	1,560.00
269674	SEI Security Equipment, Inc	Materials & Supplies	252.36
269675	Seton Identification Products	Inventory	357.19
269676	Sherwin Williams	Vehicle Maintenance Materials	407.06
269677	Snaadt Media Group	Materials & Supplies	1,078.50
269678	Star Equipment, Ltd.	Inventory	161.60
269679	Stivers	Vehicle Maintenance Materials	170.24
269680	The Filter Shop	Inventory	230.00
269681	Total Tool	Inventory	548.36
269682	True North Controls	Inventory	301.72
269683	UPS	Delivery/Freight	149.22
269684	USA Bluebook	Materials & Supplies	563.07
269685	USA Safety Supply Corp	Inventory	83.01
269686	Van Meter Industrial, Inc.	Materials & Supplies	105.72
269687	Van-Wall Group	Vehicle Maintenance Materials	90.62
269688	Vesco	Inventory	235.85
269689	Waste Solutions of Iowa	Purchased Services	273.00
269690	White Cap	Inventory	253.73
269691	ACOEM	Materials & Supplies	17,923.94
269692	Aclara Technologies, LLC	Inventory	78,461.64
269693	Air Products	Inventory	4,729.32
269694	Amazon Capital Services Inc	Materials & Supplies	2,523.85
269695	Aqua Metrology Systems	Contractors	22,950.00
269696	Aureon Communications	Telephone Services	3,875.70
269697	C. H. McGuiness Company, Inc.	Materials & Supplies	4,860.00
269698	CL Carroll Co Inc	Contracts Payable	10,100.00
269699	CONVERGEONE, INC	Materials & Supplies	45,009.84
269700	CTI Ready Mix	Concrete	12,053.00
269701	Calgon Carbon Kuraray	Inventory	96,490.00
269702	Combined Systems Technology, Inc.	Office Equipment	46,935.00
269703	Core and Main	Inventory	3,782.22
269704	DXP	Materials & Supplies	3,533.87
269705	Dentons Davis Brown PC	Legal Fees	3,375.50

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269706	Dickinson, Mackaman, Tyler, & Hagen, PC	Legal Fees	11,787.50
269707	Dixie Petro-Chem, Inc.	Inventory	18,027.27
269708	DuBois Chemicals, INC	Inventory	12,546.47
269709	HDR Engineering	Contractors	37,515.13
269710	Hach Chemical Company	Contractors	10,553.90
269711	Harcros Chemical Inc.	Inventory	8,684.04
269712	Heartland Business Systems	Purchased Services	10,601.00
269713	Henkel Construction Company	Contracts Payable	81,130.71
269714	I'll Do It	Contractors	3,903.00
269715	IP Pathways, LLC	Maintenance Contracts	5,280.00
269716	Iowa Association of Municipal Utilities	Training	7,200.00
269717	Kemira Water Solutions, Inc	Inventory	37,720.80
269718	Mail Services LLC	Postage	12,518.59
269719	Mid American Energy	Utilities - Electric & Natural Gas	45,724.90
269720	Mississippi Lime Company	Inventory	96,875.91
269721	Municipal Supply, Inc.	Inventory	3,220.70
269722	Napa Auto Parts	Vehicle Maintenance Materials	4,539.91
269723	Northway Well and Pump Company	Materials & Supplies	146,431.00
269724	Novaspect	Inventory	3,993.95
269725	Phoenix Security Contractors, LLC	Purchased Services	22,085.77
269726	Pitney Bowes Inc.	Purchased Services	8,819.31
269727	Scotty's Body Shop, Inc.	Purchased Services	7,239.50
269728	ShiveHattery, Inc.	Contractors	5,826.40
269729	Snyder & Associates, Inc.	Contractors	2,817.50
269730	Speck USA	Asphalt	24,592.15
269731	Strand Associates	Contractors	43,500.74
269732	Torgerson Excavating	Contractors	7,370.00
269733	Veolia Technologies	Inventory	32,319.00
269734	Voya Financial	Insurance Withholding	9,132.23
269735	Woodberry Associates, LLC	Consultants	7,500.00
269736	Iowa Department of Natural Resources	Purchased Services	100.00
269737	Master Single Payment Vendor	Refunds	93.86
269738	Master Single Payment Vendor	Refunds	119.93
269739	Master Single Payment Vendor	Refunds	157.83
269740	Master Single Payment Vendor	Refunds	37.54
269741	Master Single Payment Vendor	Refunds	29.90
269742	Master Single Payment Vendor	Refunds	386.66
269743	Master Single Payment Vendor	Refunds	55.71
269744	Master Single Payment Vendor	Refunds	40.60
269745	Master Single Payment Vendor	Refunds	163.24
269746	Master Single Payment Vendor	Refunds	469.49
269747	Master Single Payment Vendor	Refunds	452.95
269748	Master Single Payment Vendor	Refunds	21.72
269749	Master Single Payment Vendor	Refunds	57.73
269750	Master Single Payment Vendor	Refunds	13.76
269751	Master Single Payment Vendor	Refunds	78.72
269752	Master Single Payment Vendor	Refunds	142.69
269753	Master Single Payment Vendor	Refunds	10.59
269754	Master Single Payment Vendor	Refunds	21.27
269755	Master Single Payment Vendor	Refunds	143.83
269756	Master Single Payment Vendor	Refunds	63.35
269757	Master Single Payment Vendor	Refunds	62.30
269758	Master Single Payment Vendor	Refunds	229.13
269759	Master Single Payment Vendor	Refunds	26.10
269760	Master Single Payment Vendor	Refunds	137.03
269761	Master Single Payment Vendor	Refunds	5.52
269762	Master Single Payment Vendor	Refunds	138.04

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269763	A-Tec Recycling Inc.	Purchased Services	525.80
269764	Acme Tools	Inventory	189.00
269765	Air-Mach Air Compressor &	Inventory	36.00
269766	Airgas North Central	Vehicle Maintenance Materials	696.19
269767	Amazon Capital Services Inc	Materials & Supplies	1,780.71
269768	American Marking, Inc.	Materials & Supplies	15.30
269769	Andrew Jeremiah Tietjens	Safety Glasses	139.10
269770	Beyond Components	Materials & Supplies	916.11
269771	Bob Brown Chevrolet, Inc.	Vehicle Maintenance Materials	856.33
269772	Busy Builders LLC	Casualty Losses	500.00
269773	CONVERGEONE, INC	Materials & Supplies	796.25
269774	CPI International	Inventory	438.78
269775	Canon Financial Services INC	Printing & Copies	1,557.65
269776	Capital Sanitary Supply	Inventory	271.03
269777	CenturyLink	Telephone Services	164.04
269778	Certified Power, Inc.	Purchased Services	498.18
269779	Cintas	Purchased Services	2,205.52
269780	City of Des Moines	Contractors	320.00
269781	Commercial Supply Co	Inventory	310.00
269782	Construction & Aggregate Products, Inc.	Materials & Supplies	921.00
269783	Contract Specialty, L.C.	Materials & Supplies	720.09
269784	Copy Systems, Inc.	Printing & Copies	24.96
269785	Core and Main	Inventory	1,698.67
269786	Des Moines Water Works Petty Cash	Materials & Supplies	447.90
269787	Douglas K. Oscarson	Consultants	1,776.00
269788	Dylan White	Food & Beverages	211.25
269789	Electric Pump	Purchased Services	873.50
269790	Electrical Engineering & Equipment Co.	Inventory	879.55
269791	Electronic Engineering Company	Purchased Services	1,374.00
269792	Fastenal Company	Inventory	38.98
269793	First Choice Coffee	Food & Beverages	1,401.50
269794	Fisher Scientific	Materials & Supplies	95.75
269795	Force Fitters	Employee Job Costs	97.00
269796	Garratt-Callahan Company	Purchased Services	525.00
269797	Grainger, Inc.	Materials & Supplies	1,953.66
269798	Graybar Electric Company	Inventory	752.16
269799	Hach Chemical Company	Inventory	571.69
269800	Home City Ice	Park Materials	507.50
269801	I & S Group, Inc.	Contractors	1,237.50
269802	IDEXX Laboratories, Inc.	Materials & Supplies	874.61
269803	Illinois Mutual & Life Casualty Company	Insurance Withholding	17.81
269804	Industrial Scientific Corporation	Dues and Memberships	2,315.03
269805	Insight Public Sector, Inc	Purchased Services	282.16
269806	James Peitzman	Mileage	99.56
269807	Jesse Fuller	Licenses & Certifications	63.04
269808	Johnstone Supply	Materials & Supplies	144.25
269809	Keltek Incorporated	Inventory	723.93
269810	Keystone Laboratories	Purchased Services	163.00
269811	Kinzler Construction Services	Purchased Services	1,101.50
269812	Larry's Window Service, Inc.	Purchased Services	110.00
269813	Logan Contractors Supply, Inc.	Inventory	873.97
269814	MSC Industrial Supply Company	Inventory	173.19
269815	McMaster-Carr Supply Company	Inventory	613.83
269816	Menard's	Park Materials	244.31
269817	Metro Waste Authority	Purchased Services	300.00
269818	Mid-Iowa Solid Waste Equipment Co.	Contractors	115.12
269819	Midwest Office Technology, Inc.	Printing & Copies	1,202.40

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269820	Midwest Wheel Companies	Vehicle Maintenance Materials	824.05
269821	Motion Industries	Inventory	788.03
269822	Murphy Tractor & Equipment	Vehicle Maintenance Materials	1,086.00
269823	O'Halloran International	Purchased Services	1,814.00
269824	Ottson Oil Company	Inventory	2,469.65
269825	Plumb Supply Company	Inventory	288.02
269826	Pollard Company	Inventory	536.25
269827	Premier Safety	Inventory	1,107.38
269828	Premium Inspection & Testing Group	Contractors	100.00
269829	Protex Central, Inc.	Purchased Services	450.00
269830	Rinker Materials	Materials & Supplies	65.00
269831	Servicemaster Commercial Carpet, Inc.	Purchased Services	924.00
269832	Snap On Tool	Vehicle Maintenance Materials	110.75
269833	Sprayer Specialties, Inc.	Materials & Supplies	44.34
269834	Stew Hansen's Dodge City Inc.	Vehicle Maintenance Materials	310.61
269835	Stonkus Hydraulic, Inc.	Inventory	634.89
269836	Straub Corporation	Inventory	2,284.50
269837	The Shredder	Purchased Services	87.00
269838	Total Tool	Inventory	71.85
269839	Truck Center Companies	Purchased Services	413.05
269840	U.S. Autoforce	Vehicle Maintenance Materials	936.20
269841	ULINE	Inventory	210.91
269842	UPS	Delivery/Freight	9.31
269843	USA Safety Supply Corp	Inventory	71.82
269844	United States Plastic Corporation	Inventory	165.80
269845	VWR International LLC	Inventory	1,148.50
269846	Veenstra & Kimm, Inc.	Contractors	397.00
269847	Vessco	Inventory	1,176.29
269848	Wally Gordon	Conference in Minneapolis	1,194.32
269849	West Des Moines Water Works	Sewer	74.00
269850	Advocacy Strategies, LLC	Consultants	10,625.00
269851	Ahlers, Cooney, PC	Legal Fees	3,072.00
269852	Air Products	Inventory	7,175.76
269853	Allied Instrumentation	Materials & Supplies	3,911.45
269854	American Toppers/Line-X	Materials & Supplies	3,803.00
269855	B & C Commercial Cleaning L.C.	Purchased Services	2,800.00
269856	Baker Group	Purchased Services	2,720.56
269857	Bearing Headquarters Company	Inventory	2,635.50
269858	Bonnie's Barricades	Contractors	8,616.30
269859	CTI Ready Mix	Concrete	4,927.50
269860	Chemtrade Chemicals US LLC	Inventory	16,685.75
269861	City Supply Corporation	Materials & Supplies	3,623.73
269862	Combined Systems Technology, Inc.	Office Equipment	67,144.00
269863	DXP	Inventory	2,858.72
269864	Dixie Petro-Chem, Inc.	Inventory	18,618.98
269865	DuBois Chemicals, INC	Inventory	13,271.88
269866	I'll Do It	Contractors	9,304.00
269867	Iowa Contracting Inc	Asphalt	16,730.50
269868	Kemira Water Solutions, Inc	Inventory	37,648.26
269869	Kirkham Michael	Contractors	5,175.00
269870	Mail Services LLC	Postage	9,663.97
269871	Mid American Energy	Utilities - Electric & Natural Gas	6,862.23
269872	Mississippi Lime Company	Inventory	71,382.26
269873	Municipal Supply, Inc.	Inventory	18,958.64
269874	Northway Well and Pump Company	Materials & Supplies	264,188.00
269875	Novaspect	Inventory	4,039.33
269876	Principal Life Insurance	Pension Plan Contribution	244,908.00

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269877	RSM US LLP	Accounting Fees	15,102.00
269878	Randstad	Consultants	17,784.00
269879	Renewable Energy Group	Inventory	18,853.57
269880	S.D. Myers, Inc.	Contractors	21,471.00
269881	Seiler Instrument Geospatial	Office Supplies	2,605.00
269882	Strauss Security Solutions	Contractors	5,238.53
269883	Tension Envelope Corporation	Inventory	4,359.60
269884	USA Bluebook	Inventory	2,653.55
269885	Van Meter Industrial, Inc.	Inventory	5,589.93
269886	Verizon Wireless Messaging Service	Cell Phones	9,189.16
269887	Waldinger Corporation	Contractors	33,081.92
269888	Warren Water District	Purchased Services	4,751.25
284439	ADP, LLC	Purchased Services	8,345.20
621633	Treasurer State of Iowa	Iowa State Sales Tax Payable	150,340.97
647548	Treasurer State of Iowa	Iowa Water Excise Tax Payable	222,263.99
060123	EBS	Employee Health Premiums	299,051.82
060923	Collection Services Center	Garnishment of Wages	2,084.02
060923	Treasurer State of Iowa	State Withholding Taxes Payable	28,168.62
060923	Internal Revenue Service	Withholding Taxes Payable	190,947.67
062233	Collection Services Center	Garnishment of Wages	2,084.02
062233	Treasurer State of Iowa	State Withholding Taxes Payable	26,690.19
062233	Internal Revenue Service	Withholding Taxes Payable	181,573.00
063023	EBS	Employee Health Premiums	27,323.39
TOTAL			<u>\$6,374,111.34</u>

CEO APPROVED EXPENDITURES GREATER THAN \$20,000
MONTHLY SCHEDULE FOR THE MONTH OF JUNE 2023

Check #	Vendor	Description	Amount	Details
269723	Northway Well and Pump Company	Materials & Supplies	146,431.00	LPM ASR - Emergency Repairs
269874	Northway Well and Pump Company	Materials & Supplies	264,188.00	LPM ASR - Emergency Repairs Informational item at 12/2022 board meeting



DES MOINES WATER WORKS
Board of Water Works Trustees

Agenda Item No. III-A
Meeting Date: July 25, 2023
Chairperson's Signature Yes ☐ No ☒

AGENDA ITEM FORM

SUBJECT: Request Authorization to Solicit Bids for MWTP Truck Scale Replacement and Establish the Date of the Public Hearing as the Date of the September 2023 Board Meeting

SUMMARY:

- Des Moines Water Works (DMWW) commissioned the McMullen Water Treatment Plant (MWTP), which is a conventional lime-softening plant, in May 2000. The lime residuals from the lagoons go to a drying area and then a contractor is utilized to move them off-site and ultimately dispose of them. To help facilitate this, a scale is necessary to weigh the lime trucks and allow the contractor to invoice Des Moines Water Works for payment.
- The existing MWTP trucking scale needs complete replacement. Urgent repairs were made in 2022 to keep it functional but such efforts were not considered a long-term solution.
- DMWW would like to install a new scale which will include procurement and installation of a new scale and scale house, site grading, paving, and site lighting improvements.
- Snyder & Associates is preparing plans, specifications, and contract documents for the MWTP Truck Scale Replacement project.
- The engineer's cost estimate for the MWTP Truck Scale Replacement project is \$707,900.
- Staff recommends the Board authorize staff to solicit bids for the MWTP Truck Scale Replacement project and establish the date of the Public Hearing as the date of the September 2023 Board meeting.

FISCAL IMPACT:

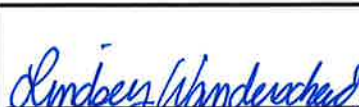

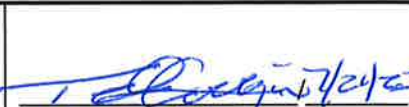
Funds for this project will come from the 2023 McMullen Truck Scale Replacement budget.

RECOMMENDED ACTION:

Authorize staff to solicit bids for the MWTP Truck Scale Replacement project and establish the date of the Public Hearing as the date of the September 2023 Board meeting.

BOARD REQUIRED ACTION:

Motion to authorize staff to solicit bids for the MWTP Truck Scale Replacement project and establish the date of the Public Hearing as the date of the September 2023 Board meeting, and direct staff to publish notice as provided by law.

 Lindsey Wanderscheid, P.E. (date) Engineering Supervisor	 Michael J. McCurnin, P.E. (date) Director of Engineering Services	 Ted Corrigan, P.E. (date) CEO and General Manager
--	---	---

Attachments: None

AGENDA ITEM FORM

SUBJECT: City of Des Moines Stormwater Facility Maintenance Easements

SUMMARY:

- The new Grounds Maintenance Facility site includes two distinct areas that contain components of the public stormwater management system servicing this site and adjoining properties. These areas are located on property owned by the Board of Water Works Trustees; therefore, the City of Des Moines requires easement access to these areas to properly maintain the stormwater management system.
- At the June 27th meeting, the Board of Water Works Trustees established a public hearing to evaluate the proposed easements together with an agreement that defines maintenance rights for the City of Des Moines and places design standards and reasonable restrictions on DMWW as the Grantor of the associated easement areas.
- Details of the Stormwater Management Facility Maintenance Covenant and Easement Agreement are being finalized between the two parties.

FISCAL IMPACT:

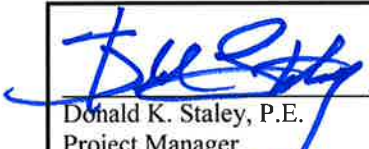
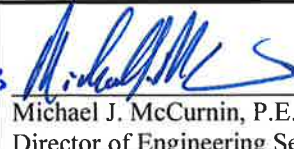
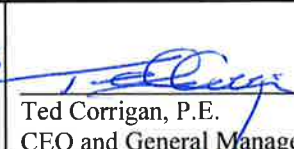
Des Moines Water Works will receive no compensation for granting these easements.

RECOMMENDED ACTION:

Authorize the Chairperson and CEO and General Manager to execute the Stormwater Management Facility Maintenance Covenant and Easement Agreement contingent upon final legal review.

BOARD REQUIRED ACTION:

- Public Hearing – Opened by Chairperson for comments from the public regarding the granting of easements to the City of Des Moines across Water Works' real estate. Chairperson closes hearing.
- Authorize the Chairperson and CEO and General Manager to execute the Stormwater Management Facility Maintenance Covenant and Easement Agreement contingent upon final legal review.

 Donald K. Staley, P.E. Project Manager	7/19/23 (date)	 Michael J. McCurnin, P.E. Director of Engineering Services	7/19/23 (date)	 Ted Corrigan, P.E. CEO and General Manager	7/21/23 (date)
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Attachments: Draft Stormwater Management Facility Maintenance Covenant and Easement Agreement and Exhibits

Preparer

Information:	Seth Sunderman	3501 104 th Street	Urbandale, IA 50322	(515) 276-0467
	Name	Street Address	City, State, Zip	Area Code-Phone

Return to:	City of Des Moines	400 Robert D Ray Dr	Des Moines, IA 50309	(515) 283-4200
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STORMWATER MANAGEMENT FACILITY MAINTENANCE COVENANT AND EASEMENT AGREEMENT

This Stormwater Management Facility Maintenance Covenant and Easement Agreement (herein "Agreement") is entered into between Board of Waterworks Trustees Of The City of Des Moines, Iowa (the "Grantor") and the City of Des Moines, Iowa (the "City"), in consideration for the approval by the City of Des Moines Water Works, 2500 George Flagg Parkway, SITE PLAN No. 2022-000186. The Grantor and City enter into this Agreement to control and address stormwater runoff from and for the following described property:

Lots 11 through 17 inclusive, Valley Gardens, An Official Plat, Des Moines, Polk County, Iowa now included in and forming a part of the City of Des Moines, Polk County, Iowa;

(the "Benefited Property")

PART 1- COVENANTS ON THE BENEFITED PROPERTY

The following provisions shall be covenants running with the land to the City, binding on Grantor and all successors and assigns of the Benefited Property. This Agreement shall not be amended or released except with the written permission of the City.

- A. Grantor hereby agrees that the stormwater runoff for the Benefited Property shall be controlled through installation, construction and maintenance of a Stormwater Management Facility (also known as "Best Management Practice" or "BMP") upon, over, under, through and across an easement located in the Benefited Property and that is more particularly described as follows:

EXHIBIT "A" EASEMENT DESCRIPTION:

AN IRREGULAR SHAPED EASEMENT IN LOTS 15, 16, AND 17, OF VALLEY GARDENS, AN OFFICIAL PLAT, DES MOINES, POLK COUNTY,

IOWA, IS DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 17; THENCE S84°31'10"W ALONG THE SOUTH LINE OF SAID LOTS 15, 16 AND, 17, A DISTANCE OF 147.54 FEET; THENCE N05°57'41"W, A DISTANCE OF 18.92 FEET; THENCE NORTHEASTERLY ALONG A 47.00 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY, A DISTANCE OF 78.83 FEET, SAID CURVE HAVING A CHORD BEARING OF N39°02'19"E AND A CHORD LENGTH OF 66.47 FEET; THENCE N84°02'19"E, A DISTANCE OF 107.10 FEET TO THE EAST LINE OF SAID LOT 17; THENCE S00°25'57"E ALONG THE EAST LINE OF SAID LOT 17, A DISTANCE OF 67.48 FEET TO THE POINT OF BEGINNING.

EASEMENT CONTAINS 9564 SQUARE FEET.

EXHIBIT "B" EASEMENT DESCRIPTION:

AN IRREGULAR SHAPED EASEMENT IN LOTS 11,12,13,14,15,16 AND 17, OF VALLEY GARDENS, AN OFFICIAL PLAT, DES MOINES, POLK COUNTY, IOWA, IS DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 17; THENCE S00°22'57"E ALONG THE EAST LINE OF SAID LOT 17, A DISTANCE OF 64.52 FEET; THENCE S84°06'08"W, A DISTANCE OF 75.01 FEET; THENCE N05°53'52"W, A DISTANCE OF 41.12 FEET; THENCE S84°02'19"W, A DISTANCE OF 341.97 FEET TO THE WEST LINE OF SAID LOT 11; THENCE N00°03'13"W ALONG THE WEST LINE OF SAID LOT 11, A DISTANCE OF 23.04 FEET TO THE NORTHWEST CORNER OF SAID LOT 11; THENCE N84°01'40"E ALONG THE NORTH LINE OF SAID LOTS 11,12,13,14,15,16 AND 17, A DISTANCE OF 420.93 FEET TO THE POINT OF BEGINNING. EASEMENT CONTAINS 12,835 SQUARE FEET

(herein referred to as the "Easement Area")

- B. Grantor covenants and agrees that the design, construction and maintenance of the Stormwater Management Facility shall comply with all the stormwater runoff control requirements of Chapter 42, Article XI of the Municipal Code of the City.
- C. It is hereby agreed and covenanted that the Benefited Property receives benefit from the Stormwater Management Facility by controlling runoff from the Benefited Property to meet the requirements of Chapter 42, Article XI of the Municipal Code of the City. In recognition of such benefit and to meet the maintenance, repair and replacement obligations of the Municipal Code of the City, Grantor and every owner of any portion of the Benefited Property hereby consents and agrees to the covenants and obligations of this Agreement and by virtue of their ownership of the Benefited Property.
- D. It is hereby agreed that Grantor is solely responsible for constructing, installing and ensuring the Stormwater Management Facility meets the standards set forth in Chapter 42, Article XI of the Municipal Code of the City.

- E. Grantor hereby designates, appoints and agrees on behalf of Grantor and all successors and assigns that Grantor is solely responsible for inspection, replacement, reconstruction, repair, grading and maintenance of the Stormwater Management Facility to the extent reasonably necessary. It is further covenanted and agreed that the Agreement shall not be dissolved or discontinued without the written consent of the Parties.
- F. Grantor hereby covenants, agrees, and binds Grantor and all successors and assigns to accept notices and service of process for the Benefited Property as it relates to the inspection, replacement, reconstruction, repair, grading and maintenance of the Stormwater Management Facility and Easement Area or notice of assessment for replacement, reconstruction, repair, grading and maintenance of the Stormwater Management Facility or Easement Area.
- G. Grantor shall be responsible for maintenance, repair and replacement of the Stormwater Management Facility. Should the Grantor do anything in conflict with or in violation of this Agreement, the Grantor shall be responsible for the correction and mitigation of such conflict or violation to ensure proper operation and function of the Stormwater Management Facility. Grantor and all successors and assigns shall comply with all terms of the Easement set forth in Part II herein.
- H. Grantor shall inspect the Stormwater Management Facility in accordance with Section 42-565 of the City Code. The inspections shall be conducted, at a minimum, annually. The inspection report shall be made available to the City for review upon request and shall be kept and maintained for a period of five years. Inspection of a Stormwater Management Facility includes but is not limited to inspecting all pipes, inlets, outlets, for defects, for sedimentation, for any obstructions, and for any changes in the Stormwater Management Facility from the original design of the facility.
- I. Any deficiencies or defects noted by the inspection shall be corrected by the Grantor within 30 days of identification of such maintenance and repair needs. In the event the identified maintenance or repair cannot be completed within 30 days of notice or identification, the Grantor must contact the city with 30 days of notice to explain why repair or maintenance cannot be completed within 30 days and provide a plan reasonably acceptable to the City Engineer or Public Works Director for completing repair or maintenance.
- J. Should the Grantor fail to reasonably maintain, reconstruct, repair, grade or dredge the Storm Water Management Facility or the Easement Area upon notice from the City, the City may cause such action to be done and assessed to the Benefited Property. The assessment shall be a lien on the Benefited Property and placed on the tax bill and collected as ordinary tax.
- K. Grantor hereby agrees and consents on behalf of itself and all successors and

assigns of any and all parts of the Benefited Property to the assessment of the costs of maintaining, reconstructing, repairing, grading or dredging the Easement Area and Stormwater Management Facility on any and all portions of the Benefited Property and further waives any right to appeal such assessment excepting the corrections of any errors in the calculation of the reasonable and necessary costs incurred by the City to restore the Stormwater Management Facility to substantial compliance with Chapter 42, Article XI, and any error in the allocation of such costs against any portion of the Benefited Property.

PART II – EASEMENT FOR STORM WATER MANAGEMENT FACILITY

- A. Grantor hereby grants the City a Permanent Stormwater Management Facility Easement under, over, through and across the Easement Area described above for the purpose of constructing, reconstructing, repairing, grading and maintaining the Stormwater Management Facility and the surface of the Easement Area in a manner that will permit the free and unobstructed flow of surface water over the Easement Area described above.
- B. No chemicals or any substance shall be applied to the Stormwater Management Facility that may materially harm or impair the effectiveness of the Stormwater Management Facility.
- C. No structure shall be erected over or within the Easement Area without obtaining the prior written approval of the City Engineer, which shall not be unreasonably withheld.
- D. Vegetation shall not be removed or changed within the Easement Area without the prior written consent of the City Engineer, which shall not be unreasonably withheld, except for facilities that must be mowed.
- E. No structure, vehicle, material, device, thing or matter which could possibly obstruct or impede any flow of water over the surface of the Easement Area shall be erected or caused to be placed in or on the Easement Area, whether temporary or permanent, without obtaining the prior written approval of the City Engineer, which shall not be unreasonably withheld.
- F. No yard debris, soil, rocks or concrete, or similar materials, shall be placed within the Easement Area without the prior written consent of the City Engineer, which shall not be unreasonably withheld.
- G. The Easement Area shall not be re-graded without the prior written consent of the City Engineer, which shall not be unreasonably withheld.
- H. The City and its agents, contractors, employees and assigns shall have full rights of access to the Easement Area and shall have all reasonable and necessary rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove any

unauthorized plantings, structures, or obstructions placed or erected on the Easement Area and the rights to do maintenance, repair, reconstruction, grading and dredging. This also includes the right to enter a property when the City has a reasonable basis to believe that a violation is occurring or has occurred, and to enter when necessary for abatement of a public nuisance or correction of a violation.

Except as expressly provided for herein, the City shall be responsible for any damage, losses, claims or injuries to the Benefitted Property or any personal property thereon resulting from any access granted hereunder, except to the extent caused by the breach of this Agreement by Grantor or the willful misconduct or negligence on the part of the Grantor, and the City further releases and waives any claims against Grantor related to any damages, losses or injuries incurred by the City (or any of its agents or representatives) based on the access granted herein.

- I. This Stormwater Facility Maintenance Agreement and Permanent Easement shall be deemed to run with the land and shall be binding on Grantor and Grantor's successors and assigns.

Grantor does hereby covenant with the City that Grantor holds the Benefitted Property by title in fee simple; that Grantor has good and lawful authority to convey the same; and Grantor hereby covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever.

Each of the undersigned hereby relinquishes all rights of dower, homestead and distributive share, if any, in and to the interests conveyed by this Agreement.

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

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in triplicate.

Signed this _____ day of _____, 2023.

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

By: _____
Andrea Boulton, Chairperson

STATE OF IOWA, COUNTY OF _____

This record was acknowledged before me on _____ day of _____, 2023
by Andrea Boulton as Chairperson of the Board of Water Works Trustees of the City of
Des Moines, Iowa.

Notary Public in and for the State of Iowa

My Commission Expires: _____

APPROVED AS TO FORM:

Mackenzie L. Moreno, Assistant City Attorney

ACCEPTANCE:

The conveyance of the foregoing easement is hereby accepted by the City of Des Moines, Iowa. This Acceptance is made by the City Manager under authority delegated to the City Manager by §2-201(e) of the Municipal Code of the City of Des Moines, Iowa.

Date: _____, 2023

City of Des Moines, Iowa

By: _____
Scott Sanders, City Manager

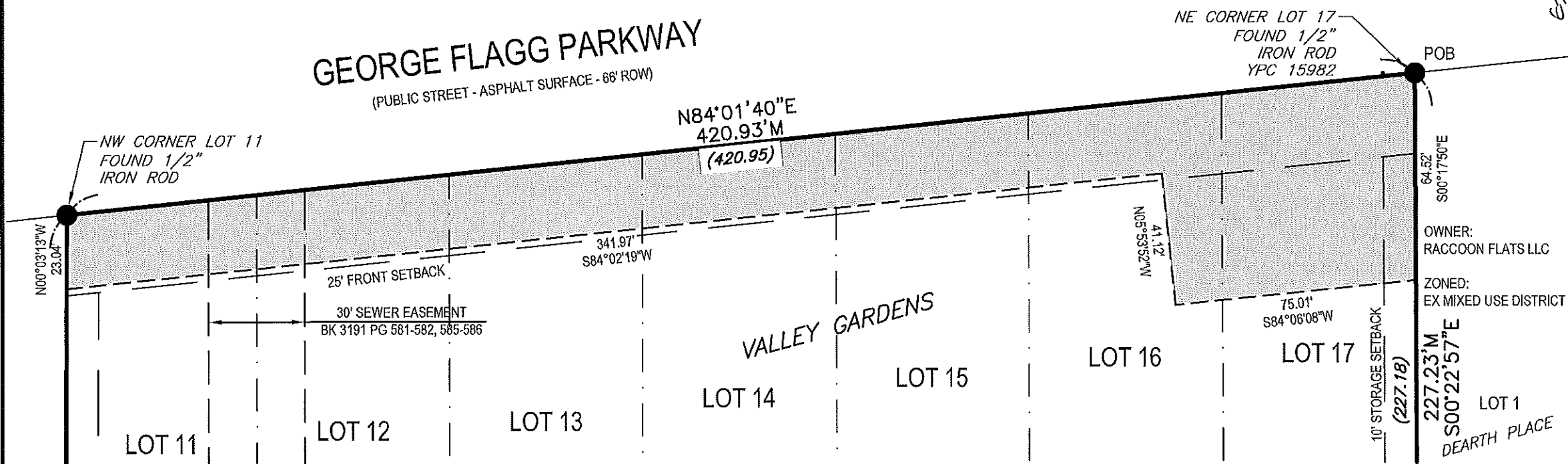
EASEMENT EXHIBIT A

STORM WATER FACILITY MAINTENANCE AGREEMENT

EASEMENT DESCRIPTION:

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GEORGE FLAGG PARKWAY
(PUBLIC STREET - ASPHALT SURFACE - 66' ROW)



OWNER/ PREPARED FOR:
BOARD OF WATERWORKS TRUSTEES
CITY OF DES MOINES
DON STALEY PH:515-323-6218
2201 GEORGE FLAGG PARKWAY
DES MOINES, IA 50321-1174

LEGEND:

- PROPERTY CORNER
- M MEASURED DISTANCE
- ROW RIGHT OF WAY
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING

SHEET 1 OF 1

Bishop Engineering

"Planning Your Successful Development"

3501 104th Street

Des Moines, Iowa 50322-3825

Phone: (515)276-0467 Fax: (515)276-0217

Civil Engineering & Land Surveying Established 1959

2500 GEORGE FLAGG
DES MOINES, IOWA 50321

EASEMENT EXHIBIT

REFERENCE NUMBER:

DRAWN BY:
JPN

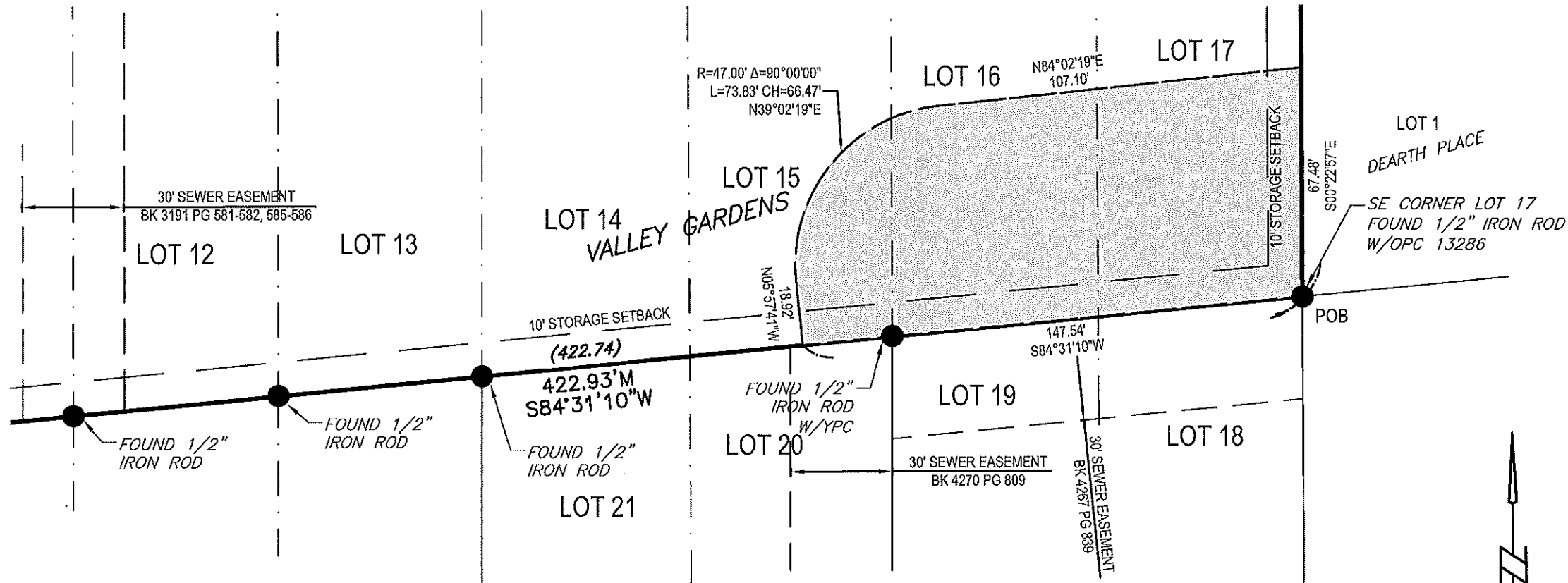
PROJECT NUMBER:
210328

EASEMENT EXHIBIT B

STORM WATER FACILITY MAINTENANCE AGREEMENT

EASEMENT DESCRIPTION:

AN IRREGULAR SHAPED EASEMENT IN LOTS 15, 16, AND 17, OF VALLEY GARDENS, AN OFFICIAL PLAT, DES MOINES, POLK COUNTY, IOWA, IS DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 17; THENCE S84°31'10"W ALONG THE SOUTH LINE OF SAID LOTS 15, 16 AND, 17, A DISTANCE OF 147.54 FEET; THENCE N05°57'41"W, A DISTANCE OF 18.92 FEET; THENCE NORTHEASTERLY ALONG A 47.00 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY, A DISTANCE OF 78.83 FEET, SAID CURVE HAVING A CHORD BEARING OF N39°02'19"E AND A CHORD LENGTH OF 66.47 FEET; THENCE N84°02'19"E, A DISTANCE OF 107.10 FEET TO THE EAST LINE OF SAID LOT 17; THENCE S00°25'57"E ALONG THE EAST LINE OF SAID LOT 17, A DISTANCE OF 67.48 FEET TO THE POINT OF BEGINNING. EASEMENT CONTAINS 9564 SQUARE FEET.



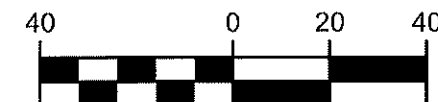
OWNER / PREPARED FOR:

BOARD OF WATERWORKS TRUSTEES
CITY OF DES MOINES
DON STALEY PH:515-323-6218
2201 GEORGE FLAGG PARKWAY
DES MOINES, IA 50321-1174

LEGEND:

- PROPERTY CORNER
- M MEASURED DISTANCE
- POB POINT OF BEGINNING

GRAPHIC SCALE



Bishop Engineering
"Planning Your Successful Development"

3501 104th Street
Des Moines, Iowa 50322-3825
Phone: (515)276-0467 Fax: (515)276-0217
Civil Engineering & Land Surveying Established 1959

2500 GEORGE FLAGG
DES MOINES, IOWA 50321

EASEMENT EXHIBIT

REFERENCE NUMBER:

DRAWN BY:
JPN

PROJECT NUMBER:
210328

AGENDA ITEM FORM

SUBJECT: Award 2023 Lead Water Service Line Replacement Contract

SUMMARY:

- The 2023 Strategic Plan identified replacing 100 lead water service lines as a key performance indicator of DMWW's value towards the customer experience.
- Replacement of lead service lines within communities is a national and industry topic of discussion. Staff estimates the Des Moines water system may contain as many as 20,000 lead service lines. In Des Moines, service lines are owned by the customer.
- A pilot project was recently conceptualized to achieve the specific goal of replacing 100 lead water service lines in 2023 at no cost to the individual customer. The pilot project was to also include community outreach and education efforts within a disadvantaged area of the community. Lessons learned from this pilot project will help facilitate future lead service line replacement projects.
- The details of the pilot project were finalized with the creation of a Request for Proposals (RFP) for the 2023 Lead Water Service Line Replacement project. The RFP was published on June 23, 2023, and invited plumbing contractors to submit proposals for the targeted replacement of 100 lead service lines within the River Bend Neighborhood of Des Moines.
- Specification and proposal documents were sent to five prospective contractors. One (1) proposal was received and opened on July 13, 2023.

BIDDER	TOTAL BID
Torgerson Excavating, Inc.	\$1,389,300.00

- The engineer's estimate for the project was \$1,011,425. After further evaluation by the engineer, unit prices for pot-holing and pavement replacement were low in the original estimate. Pricing supplied by Torgerson for these specific bid items is not inflated or unreasonable.
- Torgerson Excavating, Inc., has previously successfully completed water service line repair work for DMWW.
- Staff recommends advancing with this important pilot project.

FISCAL IMPACT:




Funds for this initiative will come from adjustments to 2023 Water Distribution and Engineering budgeted projects, resulting in a net zero effect to the overall 2023 budget.

RECOMMENDED ACTION:

Award the 2023 Lead Water Service Line Replacements to Torgerson Excavating, Inc., in the amount of \$1,389,300.00 and authorize the Chairperson and the CEO and General Manager to execute the contract.

BOARD REQUIRED ACTION:

Motion to award the 2023 Lead Water Service Line Replacements to Torgerson Excavating, Inc., in the amount of \$1,389,300.00 and authorize the Chairperson and the CEO and General Manager to execute the contract.

 Mike Zach, P.E. Project Manager (date) <u>7/21/2023</u>	 Michael J. McCurnin, P.E. Director of Engineering Services (date) <u>7/21/23</u>	 Ted Corrigan, P.E. CEO and General Manager (date) <u>7/21/23</u>
--	--	---

Attachments: None

AGENDA ITEM FORM

SUBJECT: Request Permission to Establish the Date of Public Hearing for Environmental Review of Saylorville Water Treatment Plant Transmission Improvements as the Date of the August 2023 Board Meeting

SUMMARY:

- To allow the 10 MGD expansion to occur at Saylorville Water Treatment Plant, two transmission elements (DT-20-08 and DT-20-09) were identified to be constructed. The Board approved a Professional Services Agreement with Snyder and Associates for design of the transmission mains in November of 2022.
- The project costs are intended to be funded or reimbursed through a loan from the State Revolving Fund (SRF).
- As a part of the SRF loan application process, the Iowa Department of Natural Resources (IDNR) performs an environmental review for the project(s). Once the environmental review is completed, the borrower must hold a public hearing to inform the public of the project impacts and provide a forum for the public to voice input.
- The IDNR has completed the environmental review for the two transmission main projects and issued a finding of no significant impact. The full Environmental Information Document is attached. DMWW must now hold a public hearing to continue the SRF loan application process.
- Staff recommends the Board establish the date of Public Hearing to review the Environmental Impact Document as the date of the August 2023 Board meeting.

FISCAL IMPACT:


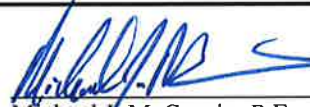

There is no fiscal impact associated with this item, but holding the public hearing is required to pursue the SRF financing once the projects have bid.

RECOMMENDED ACTION:

Establish the date of the August 2023 Board meeting as the date of Public Hearing for environmental review of the Saylorville Water Treatment Plant Transmission Improvements project.

BOARD REQUIRED ACTION:

Motion to establish the date of the August 2023 Board meeting as the date of Public Hearing for environmental review of the Saylorville Water Treatment Plant Transmission Improvements project.

 Jonathan Mouw, P.E. Engineering Supervisor	 Michael J. McCurnin, P.E. Director of Engineering Services	 Ted Corrigan, P.E. CEO and General Manager
7/19/23 (date)	7/19/23 (date)	7/21/23 (date)

Attachments: Environmental Information Document

Why You Should Read This: The document below reviews the environmental impact likely from a project. This project is planned to be federally funded through your tax dollars; therefore, you are entitled to take part in its review. If you have concerns about the environmental impact of this project, raise them now. We encourage public input in this decision making process.



IOWA STATE REVOLVING FUND
ENVIRONMENTAL INFORMATION DOCUMENT

PROJECT IDENTIFICATION

Applicant: Des Moines Water Works - Transmission
County: Polk
State: Iowa

SRF Number: FS-77-23-DWSRF-075
Iowa DNR Project Number: W 2022-0672

COMMUNITY DESCRIPTION

Location: The Des Moines Water Works (DMWW) is an independently operated municipal utility providing drinking water to more than 500,000 customers in the Des Moines and surrounding metropolitan area. Over 20 central Iowa cities, rural water districts, and other entities located in Polk, Warren, Madison, and Dallas counties are served by DMWW. Des Moines is centrally located in Iowa.

Population: The population served by the DMWW System was estimated in 2015 to be 538,312 persons. Year 2015 will serve as the base year for analysis. Population and demand projections were analyzed for 5-year intervals between 2015 and 2040. Projected population for 2025 was estimated at 661,339 persons. Projected population for 2040 was estimated at 835,342 persons.

Project Background: These two water main projects are part of a much larger Long Range Plan 2017 (LRP). In this plan, the existing water distribution system was analyzed to identify gaps and recommend improvements to meet the projected growth expected. There are approximately 1,434 miles of active water mains ranging from 2 to 60 inches in diameter in the DMWW system. Pipe materials include PVC, cast iron, ductile iron, and pre-stressed concrete cylinder pipe among other less common types. The LRP included a hydraulic analysis of the system and results of the modeling process to better determine opportunities for improvement; multiple scenarios were considered related to increasing supply, pressure, velocity and headloss within specific pipes, system pumping and storage, and fire flow needs. Recommendations for system improvements were developed for the planning years 2020, 2025, 2030, 2035, and 2040 for the three major supply improvement alternatives.

According to the LRP, DT-20-08 (north project location) and DT-20-09 (south project location) are two of many high priority improvements; these two were scheduled to be completed between 2021 and 2025. DT-20-08

will provide an improved connection from the Saylorville water treatment plant (SWTP) to the transmission network to more fully utilize the production capacity of the SWTP to the distribution system. DT-20-09 will allow both SWTP and the Fleur Drive Water Treatment Plant (FDWTP) to supply more reliable flows and volumes to the northwest region of the transmission network.

PROJECT DESCRIPTION

Purpose: The purpose of this project is to make improvements to the water distribution system to improve reliability and to improve system efficiency to safely and reliably operate the Des Moines Water Works system in this area for at least the next 20 years.

Proposed Improvements: The project includes construction of two segments of new transmission water main, DT-20-08 and DT-20-09, which were identified in the DMWW Long Range Plan as key improvements necessary to address critical restrictions in the core transmission main network. DT-20-08 consists of the construction of approximately 11,300 feet of 36-inch to 48-inch diameter transmission main. The main will connect to the existing feeder main from the SWTP at 62nd and Beaver and extend to the interconnection with the existing feeder main located north of the intersection of Merle Hay Road and Interstate 80/35.

DT-20-09 consists of the construction of approximately 4,700 feet of 24-inch diameter transmission main. The main will connect to the existing feeder main at Merle Hay Road and Hickman Road and extend westerly along Hickman to the interconnection with the existing feeder main at the intersection of 70rd Street and Wilshire Blvd. In the block east of Rocklyn, the pipe is proposed to be located in the east-bound lane if DOT approval can be reached, but if not, it will be located to the south of Hickman. No work will be conducted within the block east of Rocklyn along the north side of Hickman.

ALTERNATIVES CONSIDERED

Alternatives Considered: The alternatives considered in the Long Range Plan 2017 primarily centered around alterations to existing treatment plants to allow for capacity expansion or construction of a new treatment plant and how, given those options, the rest of the distribution system would best adjust to the changed pressures and volumes to maintain quality and quantity to existing customers.

Reasons for Selection of Proposed Alternative: The No-Action alternative is not viable due to expected changes in demand over the entire DMWW system. Increasing production capacity options correlated to necessary improvements to distribution/storage. Extensive hydraulic modeling helped to select the best options to maintain or improve system performance for all customers.

MEASURES TAKEN TO ASSESS IMPACT

Coordination and Documentation with Other Agencies and Special Interest Groups: The following Federal, state and local agencies were asked to comment on the proposed project to better assess the potential impact to the environment:

- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- State Historical Society of Iowa (State Historical Preservation Office)
- Iowa DNR Conservation and Recreation Division
- Iowa DNR Flood Plain Management Section

Citizen Band Potawatomi Indian Tribe
Flandreau Santee Sioux
Ho-Chunk Nation
Iowa Tribe of Kansas and Nebraska
Iowa Tribe of Oklahoma
Kickapoo Tribe in Kansas
Kickapoo Tribe of Oklahoma
Lower Sioux Indian Community Council
Miami Tribe of Oklahoma
Omaha Tribal Council
Osage Tribal Council
Otoe-Missouria Tribe
Pawnee Nation of Oklahoma
Peoria Tribe of Indians of Oklahoma
Ponca Tribe of Indians of Oklahoma
Ponca Tribe of Nebraska
Prairie Band Potawatomi Nation
Prairie Island Indian Community
Sac & Fox Nation of Mississippi in Iowa
Sac & Fox Nation of Missouri
Sac & Fox Nation of Oklahoma
Santee Sioux Nation
Shakopee Mdewakanton Sioux Community
Sisseton-Wahpeton Oyate
Spirit Lake Tribal Council
Three Affiliated Tribes Mandan, Hidatsa & Arikara Nations
Upper Sioux Tribe
Winnebago Tribal Council
Yankton Sioux Tribal Business and Claims Committee
Des Moines Historic Commission

No adverse comments were received from any agencies. Conditions placed on the applicant by the above agencies in order to assure no significant impact are included in the Summary of Reasons for Concluding No Significant Impact section.

ENVIRONMENTAL IMPACT SUMMARY

Construction: Traffic patterns within the community may be disrupted and above normal noise levels in the vicinity of the construction equipment can be anticipated during construction and should be a temporary problem. Adverse environmental impacts on noise quality will be handled by limited hours of contractor work time during the day. Other adverse environmental effects from construction activities will be minimized by proper construction practices, inspection, prompt cleanup, and other appropriate measures. Areas temporarily disturbed by the construction will be restored. Solid wastes resulting from the construction project will be regularly cleared away with substantial efforts made to minimize inconvenience to area residents.

Care will be taken to maintain dirt to avoid erosion and runoff. The proposed project will disturb one or more acres of soil; therefore, the applicant is required to obtain an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) and abide by its terms. Provided that this permit is obtained and the terms of which are abided by, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected. Temporary air quality degradation may occur due to dust and fumes from construction equipment. The applicant shall take reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 Iowa Administrative Code IAC 23.3(2)“c”).

Historical/Archaeological: Various Native American tribes with an interest in the area and the Certified Local Government were provided information regarding the project. A Phase I Archeological investigation of the proposed project area is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office (SHPO) for review. The project will only proceed as planned if a determination of either “no historic properties affected” or “no adverse affect on historic properties” can be appropriately reached with or without mitigation. However, if project activities uncover any item(s) that might be of archaeological, historical, or architectural interest, or if important new archaeological, historical, or architectural data should be encountered in the project APE, the applicant should make reasonable efforts to avoid further impacts to the property until an assessment can be made by an individual meeting the Secretary of the Interior’s professional qualifications standards (36 CFR Part 61).

Environmental: A Joint Application was submitted by the City’s consultant to the Iowa DNR Conservation and Recreation Division and U.S. Army Corps of Engineers. The DNR Flood Plain Management Section will determine if the proposed project requires a permit for impacts to the 100-year floodplain. The DNR Conservation and Recreation Division will determine if the project will impact any State-owned lands or State-listed threatened or endangered species. The U.S. Army Corps of Engineers will determine if the proposed project will impact wetlands or jurisdictional waters of the United States.

While the Iowa DNR Conservation and Recreation Division has not yet commented, it is not anticipated that the project would interfere with any State-owned parks, recreational areas or open spaces. While the U.S. Army Corps of Engineers has not yet commented on the project, the project will not impact wetlands provided that the terms of any necessary Nationwide Permit are abided by. The project will not impact any wild and scenic rivers as none exist within the State of Iowa. The U.S. Fish & Wildlife Service Section 7 Technical Assistance website consultation determined that the project is not likely to impact protected species or their habitats provided that any tree cutting is conducted between October 1 and March 31 to avoid impacting endangered bats. However, if any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required. While the Iowa DNR Floodplain Management Section has not yet commented, this project will not impact the 100-year floodplain provided all necessary floodplain development permits, state and local, are obtained and the terms of which are abided by. No adverse impacts are expected to result from this project, such as those to surface water quantity, or groundwater quality or quantity.

Land Use and Trends: The project will not displace population nor will it alter the character of existing residential areas. No significant farmlands will be impacted. This project should not impact population trends as the presence or absence of existing water/sewer infrastructure is unlikely to induce significant alterations in the population growth or distribution given the myriad of factors that influence development in this region. Similarly, this project is unlikely to induce significant alterations in the pattern and type of land use.

Irreversible and Irretrievable Commitment of Resources: Fuels, materials, and various forms of energy will be utilized during construction

Nondiscrimination: All programs, projects, and activities undertaken by DNR in the SRF programs are subject to federal anti-discrimination laws, including the Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, and section 13 of the Federal Water Pollution Control Amendments of 1972. These laws prohibit discrimination on the basis of race, color, national origin, sex, disability, or age.

POSITIVE ENVIRONMENTAL EFFECTS TO BE REALIZED FROM THE PROPOSED PROJECT

Positive environmental effects will be maintained or improved water quality and/or quantity for DMWW customers in this vicinity. This project will assist in the prevention of water supply contamination associated with inadequate pressures within the distribution system.

SUMMARY OF REASONS FOR CONCLUDING NO SIGNIFICANT IMPACT

- The project will not significantly affect the pattern and type of land use (industrial, commercial, agricultural, recreational, residential) or growth and distribution of population.
- The project will not conflict with local, regional or State land use plans or policies.
- While the U.S. Army Corps of Engineers has not yet commented on the project, the project will not impact wetlands provided that the terms of any necessary Nationwide Permit are abided by.
- The project may effect, but is not likely to effect threatened and endangered species or their habitats provided that any tree cutting is conducted between October 1 and March 31 to avoid impacting endangered bats. If any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required.
- The project will not displace population, alter the character of existing residential areas, or convert significant farmlands to non-agricultural purposes.
- While the Iowa DNR Floodplain Management Section has not yet commented, this project will not impact the 100-year floodplain provided all necessary floodplain development permits, state and local, are obtained and the terms of which are abided by.
- While the Iowa DNR Conservation and Recreation Division has not yet commented, it is not anticipated that the project would interfere with any State-owned parks, recreational areas or open spaces.
- A Phase I Archeological investigation of the proposed project area is currently underway. Results from this investigation will be submitted to the State Historical Preservation Office for review. The project will only proceed as planned if a determination of either “no historic properties affected” or “no adverse affect on historic properties” can be appropriately reached with or without mitigation.
- The project will not have a significant adverse effect upon local ambient air quality provided the applicant takes reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (567 IAC 23.3(2)“c”).
- The project will not have a significant adverse effect upon local ambient noise levels, surface water quantity, groundwater quality or quantity, or water supply.
- No significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected provided that an NPDES General Permit Number 2 (for storm water discharge associated with construction activities) is obtained and the terms of which are abided by.

The project description, scope, and anticipated environmental impacts detailed above are accurate and complete to the best to my knowledge.

Signature of the Chair, Des Moines Water Works

Date

Printed Name of the Chair, Des Moines Water Works

AGENDA ITEM FORM

SUBJECT: Request Authorization for CEO and General Manager to Execute Agreements for Professional Services for RO Membrane Pilot Skid Testing

SUMMARY:

- On February 6, 2023, the CEO and General Manager executed a Professional Services Agreement (PSA) with HDR for the SWTP Capacity Expansion project to start design of the source, treatment, and finished water pumping elements associates with the 10 MGD expansion at the Saylorville Water Treatment Plant.
- Part of the design process is to add additional RO membrane capacity. As part of the permitting process, pilot testing must be conducted. Therefore, staff and HDR developed a request for proposals (RFP) to conduct pilot skid testing that was sent out to interested parties. The goals of the pilot skid testing are to:
 - Demonstrate that the equipment can meet water quality goals.
 - Determine effectiveness and efficiency of membrane process.
 - Determine operating parameters that will be the basis of design for the full-scale membrane system.
 - Develop an effective cleaning regime.
 - Provide the required justification to the Iowa Department of Natural Resources (Iowa DNR) for the proposed membrane changes that DMWW will likely want to implement.
- The responding firms to the RFP were:
 - WesTech Engineering
 - Wigen Water Technologies
 - Harn R/O Systems, Inc.
 - Surplus Management, Inc.
- The proposals were evaluated based on schedule, experience, and cost. WesTech did not comply with the RFP, and Surplus Management, Inc. had the highest cost.
- Since this will be considered a regional asset, the Central Iowa Water Works Technical Advisory Committee (TAC) voted on approving the RO pilot testing to an amount of up to \$250,000. There were no dissenting opinions from the remaining members of the TAC.
- Staff recommends a Professional Services Agreement with Wigen Water Technologies in the amount of \$52,500 and Harn R/O Systems, Inc. in the amount of \$62,750 to conduct an RO membrane pilot skid test contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel. Total cost is anticipated to be \$115,250.

FISCAL IMPACT:



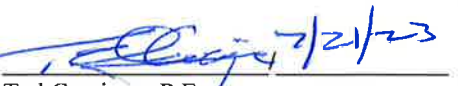
Funds for the pilot skid testing will come from the 2023 SWTP – Treatment Expansion – 10 MGD budget.

RECOMMENDED ACTION:

Authorize the CEO and General Manager to execute a Professional Services Agreement with Wigen Water Technologies in the amount of \$52,500 and Harn R/O Systems, Inc. in the amount of \$62,750 to conduct RO membrane pilot skid testing contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel.

BOARD REQUIRED ACTION:

Motion to authorize the CEO and General Manager to execute a Professional Services Agreement with Wigen Water Technologies in the amount of \$52,500 and Harn R/O Systems, Inc. in the amount of \$62,750 to conduct an RO membrane pilot skid testing contingent upon negotiation of terms and conditions acceptable to staff and subsequent review by legal counsel.

 Lindsey Wanderscheid, P.E. (date) Engineering Supervisor	 Michael J. McCurnin, P.E. (date) Engineering Services Manager	 Ted Corrigan, P.E. (date) CEO and General Manager
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Attachments: None

AGENDA ITEM FORM

SUBJECT: Information Items

SUMMARY:

- A. Board Committee Reports
 - Finance and Audit Committee
 - Planning Committee
 - Stowe Foundation
 - Greater Des Moines Botanical Garden Board
 - Des Moines Water Works Park Foundation Board
- B. CEO and General Manager's Comments
 - Quarterly Strategic Plan Update
- C. Safety 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 7/24/23 (date)
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Attachments: DMWWPF Executive Summary, June Board Minutes, June 2023 Financials, Events Calendar; Quarterly Strategic Plan Update; Safety Update; Contract Status and Professional Services Agreements Spreadsheets



20 July 2023

Updates from the Des Moines Water Works Park Foundation

June Meeting Minutes and Financials are attached, July minutes to be included in next update.

Programming

It is a busy summer. After construction and then COVID, 2023 represents our first full summer of programming and a busy summer it has been. Free cultural events, live music, several festivals and



additional outside promoters and events are finding their way to the park. For instance the long established 80/35 Music Festival has announced they will be moving from the Western Gateway to the park starting in 2024. Our concerts have been bigger this year than normal so we have made some adjustments to accommodate the popularity of the venue. RAGBRAI of course is coming and that has been a logistical challenge but we have planned accordingly and believe we will successfully host both the campers and entertainment and provide park visitors a memorable experience. We have several water quality messages that will be placed throughout the park geared towards the RAGBRAI riders. We've even had a proposal during one of our concerts. The programming around the Biergarten and the multi generational draw of visitors continues to grow in popularity. Our partnership with the Des Moines Music Coalition has allowed for more diversity in our local band offerings and continues to feature free concerts every Sunday in conjunction with popular events like Music Under the Stars.

Highlights of the season include:

*Ballet Des Moines – June 1
Iowa Craft Brew Festival – June 3
Nice Tri (Aethism benefit) – June 4
*Zenith Chamber Music Festival – June 8
Charles Wesley Godwin – June 9
*Des Moines Pride – June 10
Charlie Crocket – June 23
Willie Nelson – June – 27
Young the Giant - June 28
Koe Wetzel – June 30
Dirty Heads – July 3
*Peace Walk for Srebrenica – July 9
*Music Under the Stars – July 9
The Dead South – July 13
Styx – July 14
Corridos Festival – July 15
*Ukraine Benefit – July 16
*Music Under the Stars - July 16
Whiskey Meyers – July 20
*RAGBRAI & Lynard Skynard – July 26
*Iowa Dance Theater Choreography Festival – August 5
Perry Johnson – American Dream Rally
*Lyceum Event – August 13
Above & Beyond Concert Elevate Festival – August 20
Dominic Fike – August 21
*Des Moines Symphony - Direct from Sweden: The Music of ABBA - September 2
*Des Moines Symphony – Heroes & Legends - September 3,
Jordan Davis - September 15
Oktoberfest – September 22 - 24
Paul Caurther – September 29
*Part of the Foundation's free Community Cultural Series
Completed



DES MOINES WATER WORKS PARK FOUNDATION
Board of Directors Meeting
Friday, June 9, 2023 – Board Meeting - 12:00 - 1:30
Meeting Minutes



DMWWPF Vision: *Water Works Park is the place where nature and people flourish.*

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

BOD Members in Person Attendance: Jason Stone, Taylor Boland, Andrea Boulton, Pat Bruner, Crystal Franke, Jenny Herrera, Ardis Kelley, Chris Lightfoot, Drew Manatt

BOD Members Virtual: Jen Cross, Corey Morrison, Amy Jennings

Guests/Staff: Sam Carrell – DMWWPF; Teri TeBockhorst - DMWWPF; Brad Sporrer – Iowa Trust and Savings Bank; Leigh McNabb – Des Moines Radio Group

- I. Call to Order & Welcome/Affirm Agenda** – Jason Stone called the meeting to order at 12:01 PM.
- II. Sam Carrell introduced summer intern: Margo Cripps. Margo is a junior at Iowa State University studying event management and hospitality.**
- III. Guest Speaker** – Leigh McNabb, Des Moines Radio Group
Teri Wood TeBockhorst introduced guest speaker Leigh McNabb. Leigh McNabb is the Radio Operations Manager for DMRG.
She is an on-air personality for 93.3 KIOA, a native of West Des Moines and an Iowa State grad.
A Mother of 3 (one girl and two twin boys all born within the same year (Irish twins), and her husband is an on-air personality at their sister station LAZER 103.3.
Leigh reported on the importance of the relationship between Des Moines Water Works Park Foundation and DMRG. She discussed how the disc jockeys use our event information on-air and talked about the plan for their presence at RAGBRAI.

Teri Wood TeBockhorst introduced guest observer and prospective BOD member, Brad Sporrer.
Brad is the EVP of Finance at Iowa Trust and Savings Bank. Brad is interested in joining the board as the Finance Co-Chair. He formally submitted a request to be considered a BOD member.
- IV. Approve Minutes:**

- Upon a motion by Corey Morrison, and a second by Jenny Herrera, the Board of Directors unanimously approved the Des Moines Water Works Park Foundation Meeting Minutes for May 2023.

V. President's Report – Jason Stone

- Sam Summer's Contract Amendment
 - Jason worked out an agreement with SA Productions and DMWWPF to supplement the cost of rain shelter staging for the upcoming Willie Nelson and Young The Giant and Koe Wetzel concerts.
 - Discussion surrounded the investment and the group concurred this was an advantageous agreement to insure these major shows against any adverse weather conditions.
- Atlantic Bottling Proposal
 - Teri Wood TeBockhorst reported she met with the Atlantic Bottling representatives and shared our goals, objectives and concerns regarding their proposal.
 - Discuss took place regarding our mission, how this project would fit into that and the benefits and objections of entering into a long term agreement.
 - Board Chair Stone gave Wood TeBockhorst and ED Carrell permission to proceed negotiating with Atlantic Bottling.

VI. Financial Report – Ardis Kelley

- May 2023 financials were not yet available for this meeting.
- Ardis reported on the cash flow for the Park.
- Carrell mentioned that with the upcoming sign installation we will bill the \$100k balance due upon the completion of that project.

VII. Committee Reports

- Governance – Teri Wood TeBockhorst reported on the governance committee.
 - Continuing to recruit new members for the BOD.
 - Working with committee member, Melanie Campbell, to develop and ask letter in support of various initiatives at the park.
- Programming – Jenny Herrera reported on the programming committee:
 - Jenny reported that there was a joint Programming and Marketing Committee Meeting on June 8, 2023.
 - Minutes from that meeting were posted by Taylor Boland to the Google Drive.
 - The goal is for each committee to work in a cohesive manner supporting each other in programming and messaging.
 - Future joint meeting is planned for the Fall
 - Currently working on Innovation award and the marketing support surrounding it (newsletter, email website).

- Discussed how to build components into the “contracts” Sam manages when letting people use the space (such as Ukraine benefit, fund raisers, etc.).
- RAGBRAI – Crystal Franke and Sam Carrell reported on RAGBRAI committee:
 - Crystal Franke shared the work the foundation’s ad hoc committee had been regarding DMWWPF sponsored activities and messaging for RAGBRAI and Carrell gave a progress report on plans for hosting the event in the park.
- Marketing – Chris Lightfoot reported on the marketing committee:
 - Corey Morrison is organizing an Ad Hoc website committee to discuss the various needs of a new site.
 - Marketing is supporting the Programming and RAGBRAI committee with graphic and social needs.
 - The next newsletter will go out mid-August.
- Development – Teri Wood TeBockhorst reported on the development committee:
 - Wood TeBockhorst reported work continues on selling event sponsorships. The new fiscal year beginning 7-1-23 will yield new budget opportunities.
 - Wood TeBockhorst also report the No Water No Beer t-shirts were scheduled to be completed within the next week, the weblink from Raygun is live and we can now sell on demand. A social strategy is in the works.
 - Work assisting the RAGBRAI committee on messaging is going well.
 - Posters are printed and available to all for the LBBB schedule through July. Wood TeBockhorst distributed posters to the Drake, Beaverdale and East Village area. Board members are encouraged to display them as well.
 - Wood TeBockhorst reported we have applied for a raffle license to sell tickets for a chance to win the original Lynyrd Skynyrd album artwork by John Sayles. Suggested raffle ticket cost of \$20/ea.
 -
- DMWW – Mike McCurnin reported on the DMWW.
 - There are nitrates seeping into the water and causing some concern at the utility.

VIII. Executive Director Report – Sam Carrell

- DMWWPF Board Event will be at the Willie Nelson concert Tuesday, June 27th.
- Signage will be installed between June 10 – 20, 2023.
- 2023 Season – The updated 2023 Schedule is in the board file.

IX. Adjourn - Upon the motion of Crystal Franke and second by Ardis Kelley, the Meeting was adjourned at 1:34 PM.

Respectfully submitted by Ashley Aust, Board Secretary.

Des Moines Water Works Park Foundation

<i>Comparative Statements of Financial Position as of</i>		June 30, 2023	May 31, 2023	December 31, 2022
ASSETS				
Cash and Cash Equivalents	\$	73,226.14	\$ 105,640.55	\$ 184,062.05
Investments - Endow Iowa		50,685.89	50,523.41	48,176.08
Pledges Receivable		597,607.07	597,607.07	634,107.07
Prepaid Expenses		3,306.74	3,637.37	1,005.28
Total Assets	\$	724,825.84	\$ 757,408.40	\$ 867,350.48
Accounts Payable	\$	23,926.38	\$ 29,185.17	\$ 11,007.53
Accrued Expenses		1,780,212.29	1,780,212.29	1,790,212.29
Loan Payable - Line of Credit		448,043.22	451,263.07	484,370.55
Total Liabilities	\$	2,252,181.89	\$ 2,260,660.53	\$ 2,285,590.37
NET ASSETS				
Net Assets without donor restrictions:				
Available to Spend	\$	815,900.48	\$ 831,732.26	\$ 899,414.69
Net Assets with donor restrictions:				
Endow Iowa		50,685.89	50,523.41	48,176.08
Karras Kaul Sculpture (Ragbrai)		10,107.21	10,107.21	10,957.21
Park Improvement/Fleur Trail		(2,404,049.63)	(2,395,615.01)	(2,376,787.87)
Total Net Assets	\$	(1,527,356.05)	\$ (1,503,252.13)	\$ (1,418,239.89)
Total Liabilities and Net Assets	\$	724,825.84	\$ 757,408.40	\$ 867,350.48

Des Moines Water Works Park Foundation
Consolidated Statement of Financial Activity and Change in Net Assets
For the six months ending June 30, 2023

	June-23					FISCAL YEAR TO DATE			Annual Budget
	Operating	Development	Programming	Capital	Total	Actual	Budget	Budget Variances	2023
REVENUES AND OTHER SUPPORT									
Corporate & Foundation Giving	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,017.24	\$ 46,080.00	\$ (45,062.76)	\$ 92,160.00
Individual Gifts	-	250.00	-	-	250.00	7,873.26	2,500.00	5,373.26	5,000.00
Park Sponsorship	-	-	-	-	-	-	62,500.00	(62,500.00)	125,000.00
Program Income	-	-	5,500.00	-	5,500.00	19,150.00	-	19,150.00	-
Special Event Income	-	2,500.00	10,057.01	-	12,557.01	22,557.01	25,000.00	(2,442.99)	50,000.00
User/Vendor Revenue	-	-	-	-	-	-	211,975.00	(211,975.00)	423,950.00
Investment Income, net of fees	279.83	-	-	0.50	280.33	4,280.04	-	4,280.04	-
Total Revenues and Other Support	\$ 279.83	\$ 2,750.00	\$ 15,557.01	\$ 0.50	\$ 18,587.34	\$ 54,877.55	\$ 348,055.00	\$ (293,177.45)	\$ 696,110.00
EXPENSES									
Accounting/Audit	\$ 875.00	\$ -	\$ -	\$ -	\$ 875.00	\$ 5,250.00	\$ 5,541.25	\$ (291.25)	\$ 11,082.50
Advancement Tools	-	-	-	-	-	10.70	-	10.70	-
Amphitheater Programming	-	-	14,529.38	-	14,529.38	37,232.59	52,500.00	(15,267.41)	\$ 105,000.00
Consulting Services	-	-	-	-	-	2,000.00	-	2,000.00	-
Community Programming	-	-	1,000.00	-	1,000.00	1,000.00	13,125.00	(12,125.00)	26,250.00
Development	-	-	-	-	-	-	40,250.00	(40,250.00)	80,500.00
Food Expense	-	-	-	-	-	111.17	-	111.17	-
Furnishing Expense	-	-	-	8,575.00	8,575.00	19,075.00	-	19,075.00	-
General Office	463.53	1,903.98	87.74	-	2,455.25	5,113.73	2,750.00	2,363.73	5,500.00
Governance	-	-	-	-	-	-	1,475.00	(1,475.00)	2,950.00
Information Technology	138.96	73.12	-	-	212.08	353.45	-	353.45	-
Interest Expense	-	-	-	(139.88)	(139.88)	18,689.80	17,500.00	1,189.80	35,000.00
Marketing	-	-	144.45	-	144.45	910.04	10,400.00	(9,489.96)	20,800.00
Misc. Expense	-	-	-	-	-	-	250.00	(250.00)	500.00
Office Equipment	64.09	-	-	-	64.09	843.31	-	843.31	-
Park Maintenance	-	-	-	-	-	-	22,500.00	(22,500.00)	45,000.00
Professional Services	483.00	6,400.00	-	-	6,883.00	29,733.00	-	29,733.00	-
Rent Expense	130.00	-	-	-	130.00	650.00	-	650.00	-
Staffing & Administrative Costs	6,400.00	-	-	-	6,400.00	36,770.00	76,800.00	(40,030.00)	153,600.00
Supplies Expense	-	240.00	-	-	240.00	240.00	-	240.00	-
Travel Expense	-	-	-	-	-	15.60	-	15.60	-
Utilities	-	-	1,322.89	-	1,322.89	4,370.32	5,727.00	(1,356.68)	11,454.00
Website Maintenance	-	-	-	-	-	1,625.00	-	1,625.00	-
Total Expenses	\$ 8,554.58	\$ 8,617.10	\$ 17,084.46	\$ 8,435.12	\$ 42,691.26	\$ 163,993.71	\$ 248,818.25	\$ (103,899.54)	\$ 497,636.50
Change in Net Assets	\$ (8,274.75)	\$ (5,867.10)	\$ (1,527.45)	\$ (8,434.62)	\$ (24,103.92)	\$ (109,116.16)	\$ 99,236.75	\$ (189,277.91)	\$ 198,473.50
Net Assets, Beginning of Year						(1,418,239.89)			
Net Assets, End of Year						\$ (1,527,356.05)			

2023	Date	Event
March	18	St Paddy's Marathon
	22	Plant tour NRCS
April	1-2	Iowa Coursing Hounds
	5	Plant tour Waukeee APEX
	8	DSM Criterium bike race
	15	Wombat Rugby at football fields
	15-16	Coursing Hounds of Iowa
	21	Trash bash park clean up
	22	Private shelter rental
	22	Extraordinary egg event
	23	Yoga at Maffitt
	29	Scream it out event
	29	Wombat Rugby at football fields
	29	Polk County Victims Rights walk
	29	Private gazebo rental
	30	Grupo Frontera concert
May	4	DSM Criterium bike race
	5	Pet Rock concert - reschedule later
	6-7	DSM Women's marathon race
	6	The Pork Tornadoes
	11	Private shelter rental
	12	DSM Criterium bike race - RESCHEDULE LATER
	13	Race for Hope
	13	Political Rally - cancelled possible reschedule
	14	DSM Criterium bike race RESCHEDULE LATER
	18	Wedding rehearsal fountain
	20	Private fountain rental
	20	Polk Co Foster Children - photos in park
	26	Private shelter rental
	27-28	Karen Association of Iowa - soccer
June	1	DSM Ballett
	1	DSM Criterium bike race
	2	Pet Rock concert - reschedule later - MOVED LOCATION
	2-4	Lowdown car show
	3	Iowa Craft Brew Festival
	4	Lazy not a tri race
	8	Zenith Chamber music festival
	9	Charles Wesley Godwin concert
	10	Private shelter rental
	10	People's Pride event
	11	IRONMAN
	13	Maffitt Wedding
	15	Plant tour - agricultural relations council
	17-18	Iowa Coursing Hounds
	21	Private shelter rental
	23	Charley Crocket concert
	24	Private fountain rental
	27	Willie Nelson concert
	28	Young the Giant concert
	30	Koe Wetzel concert
	30-July 2	Iowa Coursing Hounds

KEY
Sport/Fitness Event
DMWWPF Event
Wedding/shelter
Misc. (car shows, political events, festivals)

2023	Date	Event
July	3	Dirty Heads
	9	Music under the stars
	9	DSM Criterium bike race
	9	Peace Walk
	9	Music under the stars
	13	Dead South concert
	14	Styx concert
	14	Private shelter rental
	14-15	Beaverdale Bluegrass festival
	15	Private Shelter rental
	15	Moonlight Classic bike ride
	15	Hispanic concert
	16	Music under the stars
	16	Private shelter rental
	16	Ukraine Benefit
	18	Plant tour
	20	Bike Race
	20	Whiskey Meyers concert
	26	RAGBRAI - camping and concert
	29-30	Iowa Coursing Hounds
August	2	DSM Criterium bike race
	2	Plant tour - RRAP
	5	Iowa Dance Theater
	5-6	Karen Association of Iowa - soccer
	11	Private shelter rental
	12	Private shelter rental
	13	Ruan appreciation picnic
	13	Bartet Market Pop in
	13	Lyceum event
	18	DSM Criterium bike race
	19-20	Karenni Comm of DSM - soccer
	20	Elevate above and beyond cancer event
	21	Dominic Fike concert
	24	Private gazebo rental
	25-27	DSM Criterium bike race
	27	Peddle for the Pantry Ride
	31	USA RAPTORS band
September	2-3	DSM Symphony
	7	plant tour - agribusiness
	8	DMWW social club employee luncheon
	9-10	Karen Association of Iowa - soccer
	10	School of Rock dance event
	13	Leader Institute DSM Alumni event
	15	Jordan Davis concert
	16	Private Shelter rental
	17	Hy-Vee marathon
	17	New City Church
	20	Private Shelter rental
	20-24	Octoberfest - set up, event
	22-24	Ikes outdoor expo
	27-Oct 1	Polk County Democrats - set up, event
	29	Paul Cauthen concert
October	1	Wonder Women run
	8	Blazing 5K
	14-15	DSM Marathon - set up, event
	28-29	Coursing Hounds of Iowa
		Biergarten every Thursday-Sunday at amphitheater area on Sundays

2023 Strategic Plan Second Quarter Update

One Team (Employee Experience)

Initiative: Invest in and improve the employee experience by focusing on safety, staff levels, training, recognition, succession, and retention to build and support a more robust and diverse employee experience and allow DMWW to become an employer of choice in central Iowa.

FOCUS AREA: EMPLOYEE HEALTH AND SAFETY

KPI 1: 100% of required training scheduled and tracked with a minimum of 90% completed in 2023

In 2023 employees have completed 7,140 individual training courses or safety talks. We have scheduled 2789 required trainings so far this year, and 88% have been completed. We anticipate this percentage will increase as employees continue to complete the required trainings each week.

KPI 2: 100% of new hire/transfer safety checklist completed with 60 days of hire date

Currently, this year, we have 40 new hires or existing employees that transferred into a new position. 32/33 employees completed the new hire/transfer safety checklist within 60 days of being assigned in the new software. 7 more employees are currently working through their designated checklist.

Prior to April 20th, when the new software was implemented, we had a few employees that did not complete the safety checklists within 60 days but have since completed them.

The newly created Field Training Specialist position has been filled; they started July 10th.

FOCUS AREA: EMPLOYEE RETENTION

KPI 3: Maintain a turnover ratio of 10% or less of regular full and part-time benefited employees for 2023

Our turnover ratio was at 4.1% as of June 30, 2023. The DMWW Social Club has met three times to date. The Social Club rolled out the first volunteer opportunity with multiple dates scheduled for Habitat for Humanity. The Social Club also coordinated the DMWW employees' night at the Iowa Cubs game on June 16th. A pre-game tailgate with food was also provided. Additional activities are being scheduled for later in the year.

Customer Experience

Initiative: Enhance customer experience by assessing affordability within the current retail rate structure and planning for lead service line replacement.

FOCUS AREA: RATE STRUCTURE AND AFFORDABILITY STUDY

KPI 4: Complete a water rate affordability assessment and develop implementation plan based on consultant recommendations by Q4 2023.

Raftelis has begun their assessment of DMWW's rate affordability and is in the data gathering phase. The scope of work includes: 1) Assess DMWW retail rate affordability, 2) Present options and implementation

plan for addressing affordability, 3) Develop a strategic communications plan, 4) Prepare report of methodology, data, analysis, findings, and recommendations, and 5) Deliver up to three formal presentations on findings and recommendations. This work will be completed by November 30, 2023, for a not-to-exceed price of approximately \$80k.

FOCUS AREA: LEAD SERVICE LINE REPLACEMENT

KPI 5: Replace 100 lead water service lines.

Lead service line replacement strategy for 2023 Des Moines WMR Contract 1 has been developed. Same strategy to be used on remaining 2023 Des Moines WMR contracts. Additionally, an RFP (request for proposals) is out that will target approximately 100 lead service lines to be replaced as a pilot project in the River Bend neighborhood. Bids are due back in July.

The Iowa SRF program administrator has communicated that loan forgiveness of 49% is offered for construction costs related to privately-owned service lines in disadvantaged census tracts. DMWW's proposal requesting approximately \$12 million in funding to replace 1,000 service lines over the next 2-3 years will need to be re-evaluated in light of the fact that only 49% of those costs are forgivable, thereby creating a funding gap.

Leadership

Initiative: Implement a regional governance system for source, treatment, and transmission of drinking water in the Des Moines metro area.

FOCUS AREA: REGIONAL GOVERNANCE

KPI 6: Negotiate CIWW 28E agreement with terms acceptable to "critical mass" of regional partners and facilitate execution by Q4 2023.

A second draft of the CIWW agreement was distributed to regional partners on March 29th, with comments requested by May 12th. Most communities submitted questions and comments, and the general managers (GMs) of the three board-governed utilities are regularly meeting to evaluate the comments and develop responses back to the communities. In-person meetings were offered to all communities submitting comments. The GMs have met with Altoona, Bondurant, Johnston, Warren Water, and Xenia either jointly or individually. A document which provides responses to all questions received has been drafted and will be shared with all potential partners. Staff from the board-governed utilities continue to meet to finalize the operational agreement, agreement exhibits, and asset details. Financial modeling, including operational and capital budgets, debt projections, and an estimate of initial rates and charges, has been initially performed by PFM so potential partners understand the financial considerations to assist in their decision making, and PFM is meeting each community to review the results. A strategic communications plan will be refined as community feedback is received. It is our goal to have a critical mass of entities sign the 28E agreement by year end, 2023.

KPI 7: Meet with each of the 13 potential member agencies to answer questions and help facilitate up to 10 of the agencies appointing their Board representatives by Q4 2023.

Meetings have been held with Altoona, Bondurant, Johnston, Warren Water, and Xenia either jointly or individually. Meetings with Ankeny and Polk City are in the coordination phase.

Stewardship

Initiative: Appropriately reinvest in our infrastructure by setting realistic expectations for Capital Improvement Plan implementation and by facilitating obligation of budgeted CIP dollars.

FOCUS AREA: CAPITAL REINVESTMENT

KPI 8: Obligate 90% of CIP dollars budgeted for water main replacement in 2023.

Mid-year projection is at 48%. This KPI is on track at this time. WMR contracts will be awarded in latter half of the year and several City of DSM (and DOT) related contracts will be bidding late summer/early fall. Staff has entered multiple PSAs to keep WMR design efforts progressing through 2023.

KPI 9: Obligate 90% of utility wide CIP dollars budgeted in 2023.

Mid-year projection is at 41%. Design efforts remain in progress for several plant and remote site projects. Bid and award steps slated for latter half of the year. Projects currently under design will likely account for an additional 16% on this metric. There is much work to do by ENGINEERING to keep this KPI on track.

FOCUS AREA: CLIMATE ACTION PLAN

KPI 10: Determine direction DMWW will take in terms of Climate Action Planning to articulate a plan and budget for 2024 by end of Q3.

Staff is actively researching and evaluating options for developing a Climate Action Plan. We are on track to include Climate Action Plan development in the 2024 budget by the end of Q3.

Diversity, Equity, & Inclusion

Initiative: Formally recognize and plan how the utility values Diversity & Inclusion as a part of its business and service in community and foster an environment that enriches the employee and customer experiences.

FOCUS AREA: DIVERSITY, EQUITY, & INCLUSION

KPI 11: Implement five key recommendations from DE&I Implementation & Communications Plan

DMWW received the final 2022 Keen Independent Diversity, Equity & Inclusion Study and Recommendation Report in February 2023, and the report was made available to DMWW employees in March 2023. DMWW contracted with Schabel Solutions in January 2023 for DMWW's 2023 DE&I Project Plan, including workplace, workforce and marketplace strategies. For workplace, DMWW DE&I Taskforce consisting of 11 utility wide employees have met four times and will continue to meet through the fall. Schabel Solutions met with DMWW Human Resources to begin workforce review and is also starting marketplace review.

FOCUS AREA: IMPROVE TRUST IN TAP WATER

KPI 12: Identify two interventions from the CIVIC Bottled Water Study that DMWW can implement to improve trust in tap water.

Staff worked with the University of Iowa team to submit their Phase 2 grant application to continue the bottled water study. Unfortunately, the U of I team did not receive their Phase 2 grant. Staff has a follow up meeting with the team on July 18th to discuss next steps and to identify possible interventions based on the results from Phase 1 of the study.

2023 Strategic Plan

Employee Health and Safety

KPI 1: 100% of required training scheduled and tracked in 2023

KPI 2: 100% of new hire/transfer safety checklist completed with 60 days of hire date

Employee Retention

KPI 3: Maintain a turnover ratio of 10% or less of regular full and part-time benefited employees for 2023

Rate Structure and Affordability Study

KPI 4: Complete a water rate affordability assessment and develop implementation plan based on consultant recommendations by Q4 2023.

Lead Service Line Replacement

KPI 5: Replace 100 lead water service lines.

Regional Governance

KPI 6: Negotiate CIWW 28E agreement with terms acceptable to “critical mass” of regional partners and facilitate execution by Q4 2023.

KPI 7: Meet with each of the 13 member agencies to answer questions and help facilitate up to 10 metro agencies appointing their Board representatives by 12/31/23.

Capital Reinvestment

KPI 8: Obligate 90% of CIP dollars budgeted for water main replacement in 2023.

KPI 9: Obligate 90% of utility wide CIP dollars budgeted in 2023.

Climate Action Plan

KPI 10: Determine direction DMWW will act in terms of Climate Action Planning to articulate a plan and budget for 2024 by end of Q3.

KPI 11: Diversity, Equity, and Inclusion

KPI 11: Implement five key recommendations from DE&I Implementation & Communications Plan

KPI 12: Improve Trust in Tap Water

KPI 12: Identify two interventions from the CIVIC Bottled Water Study that DMWW can implement to improve trust in tap water



MEMORANDUM

DATE: July 18, 2023

TO: Ted Corrigan, CEO and General Manager
Kyle Danley, COO

FROM: Dylan White, Field Safety Specialist

SUBJECT: Safety Memo

Injuries

6 (06/19/2023)

Accidents

9 (6 preventable)

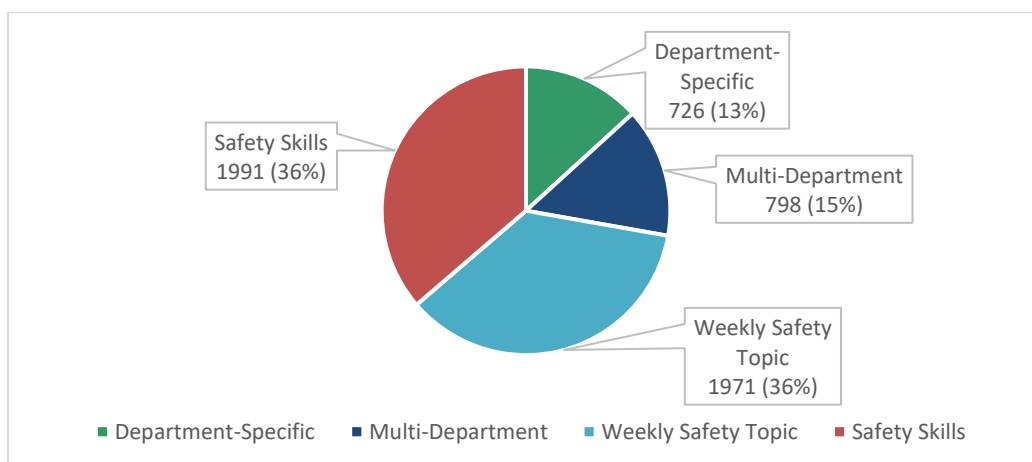
Near Misses

7 Awareness

26 Actionable (58% resolved)

- 32 New Hire-Transfer Checklists have been completed, and 7 more are in progress. Since implementing the new Checklist tracking system, only one person has extended past the 60-day mark, but they have since completed all the items.
- Thus far, in 2023, employees have completed 7,140 individual training courses or safety talks. We have scheduled 2,789 required trainings so far this year, and 88% have been completed. The percentage completed is up slightly from last month.

2023 Total Training Assignments



COMPETITIVE BIDS CONTRACT STATUS FOR JULY 2023

2021 Well Rehabilitation	SWTP sites complete. MWTP #6 to be completed in fall of 2023.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Layne Christensen Company, Inc. 2/14/2022 \$1,344,820.00 \$743,265.00 \$2,088,085.00 \$1,081,996.00 Dec-23
L. P. Moon Pumping Station - Pump No. 8	Start-up complete final punch list.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	The Waldinger Corporation 1/9/2023 \$123,390.00 \$4,654.00 \$128,044.00 \$123,381.90 Aug-23
Norwalk Highway G14 Meter Vault	Electrical and control work being finalized.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Rognes Corp. 4/6/2022 \$536,000.00 \$2,853.00 \$538,853.00 \$474,392.65 Aug-23
Fleur Drive Operations Center Stormwater System Improvements - Phase 2	Construction is substantially complete. Acceptance deferred until resolution of transformer issue.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	WRH, Inc. 3/28/2022 \$1,179,900.00 \$24,622.89 \$1,204,522.89 \$1,189,022.89 Oct-23
Gallery Valve Chamber Structures Reconstruction - Phase 2	Construction is substantially complete. Punchlist items remain.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Nate Todd Construction, LLC 7/11/2022 \$498,750.00 \$0.00 \$498,750.00 \$463,000.00 Aug-23
2022 Des Moines Water Main Replacement - Contract 1	Construction is substantially complete. Punchlist items remain.	Contractor Notice to Proceed Original Contract Sum Net Change by Change Orders Contract Sum to Date Total Completed to Date Anticipated Completion Date	Synergy Contracting, LLC 7/29/2022 \$1,486,413.00 \$13,233.50 \$1,499,646.50 \$1,678,951.24 Aug-23

Item IV-D

McMullen High Service Pump Building HVAC and Roofing Upgrades Construction in progress

Contractor	Brockway Mechanical & Roofing Co., Inc.
Notice to Proceed	4/17/2023
Original Contract Sum	\$233,094.00
Net Change by Change Orders	\$6,950.00
Contract Sum to Date	\$240,044.00
Total Completed to Date	\$130,082.00
Anticipated Completion Date	Jan-24

Maffitt East Feeder Main - Valve Vault Construction in progress

Contractor	WRH, Inc.
Notice to Proceed	6/12/2023
Original Contract Sum	\$1,280,000.00
Net Change by Change Orders	\$0.00
Contract Sum to Date	\$1,280,000.00
Total Completed to Date	\$62,000.00
Anticipated Completion Date	Apr-24

2023 Des Moines Water Main Replacement - Contract 1 Construction in progress

Contractor	Corell Contractor, Inc.
Notice to Proceed	5/24/2023
Original Contract Sum	\$2,145,227.00
Net Change by Change Orders	\$0.00
Contract Sum to Date	\$2,145,227.00
Total Completed to Date	\$0.00
Anticipated Completion Date	Sep-24

COMPETITIVE QUOTATIONS CONTRACT STATUS FOR JULY 2023

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

PROFESSIONAL SERVICES AGREEMENTS

Service	Selected Vendor	Date	Amount	Comments
Maffitt East Feeder Main Control Valve Design	Stanley Consultants	8/6/2021	\$46,920	COMPLETE
Engineering & Drafting assistance - 2021 DM WMR #4	JEO Consulting Group	8/16/2021	\$20,270	COMPLETE
Government Relations Services - October 1, 2021 - September 30, 2022	Woodberry Associates, LLC	9/22/2021	\$5,000/month	COMPLETE
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	COMPLETE
Legislative Advocacy - October 1, 2021 - December 31, 2022	Advocacy Strategies	9/24/2021	\$53,125	\$10,625/qtr
Survey Services for 2022 WMR - SW 10th Place	Snyder & Associates	11/9/2021	\$24,600	COMPLETE
Survey Services for 2022 WMR - SW 11th Street	Snyder & Associates	11/9/2021	\$24,600	COMPLETE
Specs and Contract Documents for 2022 Tank Painting - Tenny	Dixon Engineering	11/24/2021	\$5,125	COMPLETE
Drafting and Design for City of DM 2nd Ave. Improvements Project - University Ave to 2nd Ave Bridge	Bolton & Menk	11/22/2021	\$39,510	
Survey Services for 2022 WMR - Luster Ln & SW 9th St	McClure Engineering	12/1/2021	\$19,325	COMPLETE
Specs and Contract Documents for 2022 Tank Painting - Runnells	Dixon Engineering	12/28/2021	\$6,625	COMPLETE
Communications, Public Relations - Melissa Walker	MW Media Consultants, LLC	1/1/2022	\$4,800/month	
Consulting Services for Replacement of Financial Mgmt. Software	Adbo Financial Solution	2/11/2022	\$98,400	
2022 Voice of the Customer Survey/Research	SPPG+Essman Research	3/21/2022	\$40,000	
Survey Services for 2022 Des Moines WMR - Contract 2	Snyder & Associates	3/22/2022	\$37,953	
Diversity and Inclusion Plan	Keen Independent Research	4/15/2022	\$49,985	
Inspection Services for Tenny Standpipe painting	KLM Engineering, Inc.	5/12/2022	\$60,295	
Engineering Services - Drafting water main relocations for City of Des Moines Hamilton Drain - Phase 3	Kirkham Michael	6/15/2022	\$20,000	
Engineering Svcs for City of DM E Court Ave from DM River to E14th St	Shive-Hattery	6/23/2022	\$112,500	
Grounds Maintenance Facility	SVPA Architects	6/30/2022	\$118,280	
Water Main Design for Windsor Heights 73rd St. Phase 1 Improvements	Bolten & Menk, Inc.	7/14/2022	\$30,000	
Development of Drafting Standards for Engineering Department	DTM Solutions	8/30/20022	\$13,200	
MicroStation Connect and OpenRoads Designer Training	DTM Solutions	8/30/2022	\$3,800	
Design, Bid, and Construction Administration Services - MWTP HVAC	Shive-Hattery	9/26/2022	\$25,750	
Engineering Services - Closed Loop Cooling Projects Planning Study	IMEG	9/27/2022	\$23,600	COMPLETE
Engineering Services - Vine Street Water Main Improvements	ISG, Inc.	11/4/2022	\$21,600	
FDWTP 5KV Study	KFI	11/16/2022	\$38,100	
DM River and NW Beaver Drive Geotechnical Exploration Services	Allender Butzke Engineers, Inc.	11/16/2022	\$15,000	
SWTP Transmission Improvements Design & Construction	Snyder & Associates	11/28/2022	\$1,078,400	
FDWTP Pumping Station HVAC - RTU Replacement	IMEG	12/29/2022	\$84,700	
Roof Relaxation Specs, Drawings and Bidding Documents	WTI	1/18/2023	\$7,250	
LP Moon ASR Pump Electrical Evaluation	AECOM	1/20/2023	\$7,800	
Hickman Feeder Main Relocation Design & Construction Services	Snyder & Associates	1/24/2023	\$82,700	
McMullen Truck Scale Improvements Engineering Services	Snyder & Associates	1/31/2023	\$60,500	
MWTP Chemical Feed Improvements Engineering Services	McClure Engineering	2/3/2023	\$106,670	
SWTP Capacity Expansion Design & Construction Services	HDR Engineering	2/6/2023	\$12,999,057	
Closed Loop Cooling Projects Design	IMEG	3/1/2023	\$47,300	COMPLETE
McKinley Ave Reconstruction from SW 9th to SW 14th	HR Green, Inc.	3/1/2023	\$70,500	
ASR at Polk County Pumping Station	Strand & Associates	3/14/2023	\$909,400	
2023 DM WMR Contract 2 Surveying Services	McClure Engineering	5/1/2023	\$64,746	
2023 DM WMR Contract 3 Surveying Services	McClure Engineering	5/1/2023	\$43,158	
Affordability Study	Raftelis	5/3/2023	\$79,785	
FDTP - Distribution Building Improvements	WJE	5/31/2023	\$47,000	
2023 DM WMR Contract 4 Surveying Services	Snyder & Associates	6/13/2023	\$26,624	
FDWTP Filtration Pilot Study	CDM Smith	6/29/2023	\$333,900	
FDWTP Filter Media Replacement	CDM Smith	7/14/2023	\$90,600	

AGENDA ITEM FORM

SUBJECT: Board of Water Works Trustees of the Des Moines Water Works Pension Plan

SUMMARY:

Minutes of the July 26, 2022, Meeting of the Board of Water Works Trustees of the Des Moines Water Works Pension Plan are attached.

FISCAL IMPACT:

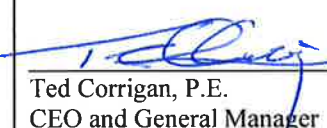
No impact to budget.

RECOMMENDED ACTION:

For review and approval.

BOARD REQUIRED ACTION:

Motion to approve the July 26, 2022, minutes.

<hr/> (date)	<hr/> (date)	 Ted Corrigan, P.E. CEO and General Manager
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Attachments: Minutes of July 26, 2022 meeting

**MEETING OF THE BOARD OF WATER WORKS TRUSTEES
AS TRUSTEES OF THE DES MOINES WATER WORKS
and
AS TRUSTEES FOR THE DES MOINES WATER WORKS PENSION PLAN
Held July 26, 2022**

The Meeting was conducted by video conference.

Present (by Video or Audio Conference Link):

Board Members: Vice-Chairperson Ms. Andrea Boulton, presiding; Ms. Susan Huppert and Ms. Diane Munns

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

Also in attendance: Rick Malm (legal counsel)

Ms. Boulton called the meeting to order at 5:05 p.m.

Approve Minutes of the July 27, 2021, Meeting – A motion was made by Ms. Huppert, seconded by Ms. Munns, to approve the minutes of July 27, 2021, meeting of the Board of Water Works Trustees of the Des Moines Water Works Pension Plan. The motion was adopted with each member of the Board identified above as present voting in favor of the motion.

2021 Pension Plan Audit – Mr. Corrigan noted RSM issued an unqualified or “clean opinion” on the financial statements of the pension plan. Ms. Munns made a motion, seconded by Ms. Huppert, to receive and file 2021 Pension Plan Financial Audit Reports. The motion was adopted with each member of the Board identified above as present voting in favor of the motion.

Pension Plan Actuarial Valuation – Mr. Corrigan noted that while DMWW pension plan was frozen, contributions to the plan will continue for some time. DMWW uses Principal Financial Group to prepare an annual actuarial valuation of the pension plan, including the calculation of an actuarially determined contribution (ADC) for the pension plan. The ADC for 2022 is \$1,293,349. In addition to the ADC to the DMWW Pension Plan, DMWW’s required contribution to IPERS will be approximately \$1.8 million for 2023, making DMWW’s total cost of retirement benefits for 2023 approximately \$3.1 million. Ms. Huppert made a motion, seconded by Ms. Munns, to receive and file Pension Plan Actuarial Valuation. The motion was adopted with each member of the Board identified above as present voting in favor of the motion.

Public Comment Period – No public comments were received.

Adjournment – Adjourn by unanimous consent. Meeting adjourned at 5:11 p.m.

AGENDA ITEM FORM

SUBJECT: 2022 DMWW Pension Plan Audit Reports

SUMMARY:

Our audit firm, RSM US LLP, has completed their audit of our pension plan financial statements for the year ended December 31, 2022. The reports prepared include:

- Des Moines Water Works Pension Plan Financial Report
- Des Moines Water Works Pension Plan Report to the Board of Water Works Trustees

Within their Independent Auditors' Report, RSM has issued an unmodified or "clean opinion" on the financial statements of the pension plan, meaning they found no material misstatements within the financial records.

Kristen Hughes and Chad McCoy, from RSM, reviewed the reports at the June 6th meeting of the Finance Committee.

FISCAL IMPACT:

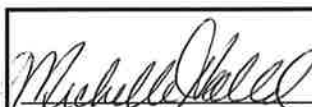
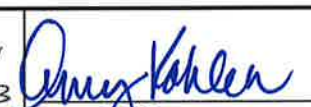

No impact to budget.

RECOMMENDED ACTION:

Receive and file 2022 DMWW Pension Plan Financial Audit Reports prepared by RSM US LLP.

BOARD REQUIRED ACTION:

Motion to receive and file 2022 Pension Plan Financial Audit Reports.

 Michelle Holland, CPA Controller	 Amy Kahler, CPA Chief Financial Officer	 Ted Corrigan, P.E. CEO and General Manager
7/18/23 (date)	7/18/23 (date)	7/21/23 (date)

Attachments: Des Moines Water Works Pension Plan Financial Report; Des Moines Water Works Pension Plan Report to the Board of Water Works Trustees

AGENDA ITEM FORM

SUBJECT: Pension Plan Actuarial Valuation

SUMMARY:

The DMWW Pension Plan was frozen effective December 31, 2013 and all employees became members of IPERS at that time. Although the plan is frozen, contributions to the plan will continue for many years. A fundamental principle of pension plan funding is that the cost of retirement benefits for a current employee should be paid during the years of service of that employee. Thus, benefits that were accumulated at the time of the freeze will continue to be funded over the remaining working years of employees.

Principal Financial Group prepares an annual actuarial valuation of the pension plan. Included in the valuation is the calculation of an "actuarially determined contribution" (ADC) for the pension plan. Although there is no legal requirement related to the ADC, Des Moines Water Works contributes the ADC amount to the pension plan each year. The ADC for the period ending 12/31/2023 is \$979,632, which is a decrease of \$313,717 from the prior year. This decrease is primarily due to an increase in the actuarial interest rate assumption (reflecting expected asset returns) from 5.60% to 6.00%.

In addition to the pension plan's ADC, DMWW's contribution to IPERS will be approximately \$1.9 million for 2023 making DMWW's total cost of retirement benefits for 2023 approximately \$2.9 million.

FISCAL IMPACT:

The Actuarially Determined Contribution (ADC) is included in the DMWW budget annually. The 2023 budgeted ADC was \$1.7 million, compared to an actual ADC of \$979,632, resulting in a favorable budget variance of approximately \$720k.

RECOMMENDED ACTION:

Receive and file the Pension Plan Actuarial Valuation

BOARD REQUIRED ACTION:

Motion to receive and file the Pension Plan Actuarial Valuation

 Amy Kahler, CPA Chief Financial Officer (date) 7/19/23	 Ted Corrigan, P.E. CEO and General Manager (date) 7/24/23
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Attachment: Actuarial Valuation Report for the Plan Year Beginning 01/01/2023 and Ending 12/31/2023