

MINUTES

Annual Meeting
Board of Trustees
Central Iowa Water Works
December 18, 2024
Mid-American Energy Rec Plex, Community Room A
3:00 p.m.

Item 1: Chair Smith called the meeting to order at 3:00 p.m.

Item 2: Roll Call

Trustees in Attendance:

Jeff Perry, City of Ankeny*
John Edwards, Clive
Diane Munns, DMWW
Susan Huppert, DMWW
Tom Cope, Johnston
Jake Anderson, Grimes
Chelsea Huisman, Polk City
Neil Weiss, Urbandale Water Utility
Carol Butler Freeman, Warren Water District
Courtney Clarke, Waukee
Jody Smith, WDMWW
Dan Lovett, Xenia*

Others in Attendance:

Tami Madsen, Central Iowa Water Works
Bill Smith, Central Iowa Water Works
Ted Corrigan, Des Moines Water Works
Amy Kahler, Des Moines Water Works
Kyle Danley, Des Moines Water Works
Melissa Walker, Des Moines Water Works
Christina Murphy, West Des Moines Water Works
Royce Hammitt, Xenia Rural Water District

Matt Stoffel, PFM
Amy Beattie, Brick Gentry, P.C.
Rick Malm, Dickinson Bradshaw
Jamie Buelt, En Q Strategies
Eric Berggren, HDR
Ashley Geesman, HDR
Derek Gardels, HDR

*Participated in the meeting via electronic means

Item 3: Approving Agenda, as Presented or Amended

John Edwards moved to approve the agenda as amended on 12/13/2024 via email to add item 7B. Trustee Appointments for Terms Ending December 31, 2024. Tom Cope seconded. The motion was adopted by unanimous vote.

Item 4: Public Comment - There were no comments from the public.

Item 5: Consent Agenda (Note: These are routine items and will be enacted with one vote without separate discussion unless someone, Board or Public, requests an item to be removed and considered separately)

John Edwards moved to approve the following consent agenda items; the motion was seconded by Courtney Clarke. The motion to approve all such consent agenda items was adopted by unanimous vote.

- A. Motion – Approve the Minutes from November 20, 2024; CIWW Board Meeting as published, subject to correction, as recommended by the Board Clerk.
- B. Motion – Approve the Minutes from November 20, 2024; CIWW Board of Trustees Executive Committee, subject to correction, as recommended by the Board Clerk.
- C. Motion – Approve the Minutes from November 20, 2024; CIWW Board of Trustees Workshop, subject to correction, as recommended by the Board Clerk.
- D. Motion – Approve the Minutes from December 6, 2024; CIWW Special Board Meeting as published, subject to correction, as recommended by the Board Clerk.
- E. Motion – Receive and File Final Minutes from November 13, 2024, Technical Committee Meeting
- F. Motion – Receive Draft Minutes from December 11, 2024, Technical Committee Meeting
- G. Motion – Receive and File Minutes from December 10, 2024, Finance and Audit Committee Meeting, subject to correction, as recommended by the Board Clerk

- H. Motion – Receive and File November Financial Summary and Approve November Expenditures

Item 6: Discussion of Board Process for Consideration of CIWW Future Production Study Report by HDR

The CIWW Trustees continued discussions concerning the CIWW Future Production Study Report by HDR. Eric Berggren, HDR, informed the board that the buffer capacity in the study is in line with industry standards and is based on multiple factors including information furnished by the member agencies, historical data, and MPO statistics. He further provided that HDR used the historical gauge data of the Des Moines River and the Racoon River over the duration of the USGS monitoring program in the formulation the Future Production Study Report. Matt Stoffel, PFM, informed the board that the anticipated costs for these expansions will be allocated based on the principals outlined in the 28E agreement. His discussion revolved around decisions concerning how to allocate costs for expansions that do not immediately impact member agencies and the desire and need for ten-year financial projections. Priorities that emerged from the conversation were the continued expansion of the Saylorville plant and the need to make decisions concerning the Grimes expansion and connection to the core network, the new West Plant or the McMullen expansion, and how land purchases should be handled for future expansion. Further discussion was held around the buffer capacity outlined in the study, growth within the member agency areas, the future availability of water in the Raccoon and Des Moines Rivers, and the importance of planning for water conservation.

Item 7: Annual Meeting Items – The annual meeting commenced at 3:35 p.m.

A. Committee Appointments

The Nominating Committee provided a report concerning 2025 Officers and Committees. The committee recommended that the 2025 Executive Committee be comprised of Jody Smith (Committee Chair, WDMWW), Diane Munns (DMWW), John McCune (UWU), David Jones (Ankeny), and Courtney Clarke (Waukee).

Tom Cope moved to accept the committee recommendation for the 2025 Executive Committee, Chelsea Huisman seconded the motion. The motion was adopted by unanimous vote.

Chair Smith appointed Scott Brennan (WDMWW), Tom Cope (Johnston), Carol Butler Freeman (Warren Water District), Susan Huppert (DMWW), John McCune (Urbandale Water Utility), and George Meinecke (Norwalk) to the Finance and Audit Committee.

B. Trustee Appointments for Terms Ending December 31, 2024

Chair Smith provided an update concerning the reappointment of all trustees with terms ending December 21, 2024, as presented by their respective agencies. John Edwards moved to receive and file the report, Chelsea Huisman seconded. The motion was adopted by unanimous vote.

Item 8: Reports

A. Producers

Ted Corrigan provided an update that the producers are continuing to work on transfer or assignment of various permits to CIWW. Christina Murphy reported that WDMWW had a sanitary survey last week and will provide the results to CIWW when they are received.

B. Technical Committee

Kyle Danley provided an update that the Technical Committee discussed the HDR study, financial implications of the study, and updates to the member agency billing process.

C. Finance Committee

Sue Huppert reported that the Finance and Audit committee met on the financial implications of the expansion projects and considered changes to the Joint Capital Expenditure Policy.

D. Legal

Amy Beattie reported that the legal team is ready to start filing documents related to the transfer of CIWW.

E. Executive Director

Tami Madsen provided updates on various activities such as acquiring office space, responses to the legal RFP, building personnel policies and operational policies, and thanked the board for the reception at the Botanical Gardens.

Item 9: Board Action Items

Courtney Clarke moved to approve a Resolution of Appreciation for the Member Agencies of Central Iowa Water Works; Tom Cope seconded. The motion was adopted by unanimous vote.

Item 10: Other Business

Tom Cope thanked Des Moines Water Works for aiding Johnston during a residential water main leak.

Chair Smith acknowledged Amy Beattie's retirement from Brick Gentry Law Firm and thanked her for her work with CIWW and many other communities throughout her career.

Item 11: Adjournment

Having no other business, the Chair adjourned the meeting at 3:52 p.m.