

Minutes

Board of Trustees
Central Iowa Water Works
May 28, 2025
Mid-American Energy Rec Plex, Community Room A
3:00 p.m.

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

Item 2: Roll Call

Trustees in Attendance

Mike Schrock, Ankeny
John Edwards, Clive
Diane Munns, Des Moines Water Works
Susan Huppert, Des Moines Water Works
Tom Cope, Johnston
Jake Anderson, Grimes
George Meinecke, Norwalk
John McCune, Urbandale Water Utility
Carol Butler Freeman, Warren Water District
Courtney Clarke, Waukee*
Jody Smith, West Des Moines Water Works
Dan Lovett, Xenia

Others Present

Tami Madsen, Central Iowa Water Works
Dustin Delvaux, Central Iowa Water Works
Royce Hammit, Xenia
Kyle Danley, Des Moines Water Works
Matt Stoffel, PFM
Christina Murphy, West Des Moines Water Works
Neal Westin, Nyemaster Goode
Amy Kahler, Des Moines Water Works
Neil Weiss, Urbandale Water Utility
Peter De Kock, Clive

Lyle Hammes, West Des Moines Water Works*
Brian Unsen, Eide Bailly*
Brad Theisen, Eide Bailly*
Dustin Schultz, AE2S*
Melissa Walker, Des Moines Water Works*
Jamie Buelt, En Q Strategies*

*Attended remotely

Item 3: Approving Agenda, as presented or amended.

John Edwards moved to approve the agenda as presented; John McCune seconded. The motion was adopted by unanimous vote.

Item 4: Public Comment

There were no comments from the public.

Item 5: Public Hearings and Related Resolutions

A. John McCune moved to approve a resolution – Approving 2025 Weighted Vote Allocation Among Members; seconded by Tom Cope. The motion was adopted by unanimous vote.

B. Susan Huppert moved to approve a resolution – Ratifying, Confirming and Approving Publication of Notice of Public Hearing on the Issuance of Not to Exceed \$700,000 Water Revenue Capital Loan Notes; seconded by Tom Cope.

With the CIWW 28E/28F requiring a weighted vote on this matter, a weighted vote was taken with 10 of the 12 Member Agencies in attendance: 10 voting Aye and 0 voting Nay.

C. Public Hearing – Authorization of Loan and Disbursement Agreements and the issuance of Notes to evidence the obligation of Central Iowa Water Works thereunder.

There were no comments from the public.

D. John Edwards moved to approve a resolution – Instituting Proceedings to Take Additional Action for the Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed \$700,000 Water Revenue Capital Loan Notes; seconded by Jake Anderson.

With the CIWW 28E/28F requiring a weighted vote on this matter, a weighted vote was taken with 10 of the 12 Member Agencies in attendance: 10 voting Aye and 0 voting Nay.

E. Tom Cope moved to approve 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 \$700,000 Water Revenue Capital Loan Notes Anticipation Project Note, Series 2025D, under the provisions of the Code of Iowa, and providing for a method of payment of said Note; seconded by Mike Schrock.

With the CIWW 28E/28F requiring a weighted vote on this matter, a weighted vote was taken with 10 of the 12 Member Agencies in attendance: 10 voting Aye and 0 voting Nay.

Courtney Clarke entered the meeting at 3:06 p.m.

- F. John McCune moved to approve a resolution – Fixing date for a meeting on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Not to Exceed \$22,725,000 Water Revenue Capital Loan Notes to evidence the obligations of Central Iowa Water Works thereunder; seconded by Tom Cope.

With the CIWW 28E/28F requiring a weighted vote on this matter, a weighted vote was taken with 11 of the 12 Member Agencies in attendance: 11 voting Aye and 0 voting Nay.

- G. Mike Schrock moved to approve a resolution – Fixing date for a meeting on the proposition to authorize a Loan and Disbursement Agreement and the issuance of Not to Exceed \$5,050,000 Water Revenue Capital Loan Notes to evidence the obligations of Central Iowa Water Works thereunder; seconded by Jake Anderson.

With the CIWW 28E/28F requiring a weighted vote on this matter, a weighted vote was taken with 11 of the 12 Member Agencies in attendance: 11 voting Aye and 0 voting Nay.

- H. John Edwards moved to approve a resolution – Engaging Ahlers & Cooney, P.C. as Bond Counsel; seconded by Tom Cope. The motion was adopted by unanimous vote.

Item 6: 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; seconded by Jake Anderson. The motion to approve all such consent agenda items was adopted by unanimous vote.

- A. Motion – Approve the Minutes from April 23, 2025, CIWW Board Meeting as published, subject to correction, as recommended by the Board Clerk
- B. Motion – Receive and File Final Minutes from April 9, 2025, Technical Committee Meeting
- C. Motion – Receive Draft Minutes from May 14, 2025, Technical Committee Meeting
- D. Motion – Receive and File Final Minutes from April 9, 2025, Long Range Planning and Capital Improvements Committee Meeting
- E. Motion – Receive and File Final Minutes from March 25, 2025, Finance and Audit Committee Meeting
- F. Motion – Receive and File April Financial Summary and Approve April Expenditures
- G. Motion – Receive and File CIWW April 2025 Revenue and Usage Summary
- H. Motion – Receive and File Project Update and Capital Expenditure Reimbursement Report

Item 7: 2024 Audit Report Presentation – Eide Bailly

- A. Brian Unsen and Brad Theisen with Eide Bailly presented the audit to the board. They stated that financial statements were prepared using General Accepted Accounting Principles (GAAP), there were no material weaknesses or significant deficiencies, no state compliance issues, and very clean internal controls in place.

Tom Cope moved to Receive and File the 2024 Central Iowa Water Works Audit Report; seconded by Carol Butler Freeman. The motion was adopted by unanimous vote.

Item 8: Board Action Items

- A. John McCune moved to approve Assurance with Respect to Real Property Acquisition of Title III of Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as Amended form and authorize and direct the Executive Director to execute and deliver the completed form to the Iowa Finance Authority; seconded by Carol Butler Freeman. The motion was adopted by unanimous vote.
- B. John Edwards moved to Receive and File the Five-Year Capital Improvement Plan; seconded by Tom Cope. The motion was adopted by unanimous vote.

Item 9: Reports

- A. Executive Director

- a. Information

Tami Madsen informed the board of the various meetings and events she attended over the last month including the Urbandale City Council Lunch & Learn Workshop, Warren Water District Board Meeting, the DMDC in Washington D.C., Des Moines Rotary Club and more. She stated that the Taxpayer’s Association of Central Iowa awarded CIWW the “In the Public Interest” award for 2025.

- b. Employee Handbook

Tami Madsen informed the board that a draft of the handbook is included in the packet and that the members should review it and provide feedback as necessary. She hopes to have a final version ready for formal consideration at the June board meeting.

- c. Schedule XIII-1, June Board Meeting

Tami Madsen advised that the asset transfer was moving forward with only a few outstanding items needing to be addressed. She expects Schedule XIII-1 to be ready for formal consideration at the June board meeting.

- d. American Water Works Association Conference June 8-11

Tami Madsen will be attending the American Water Works Association Conference on June 8-11, 2025, where the video footage of CIWW will be presented.

- e. Board of Trustees Group Photo, June 25 Board Meeting

Tami Madsen would like for all the Board of Trustees to attend the June 25, 2025, board meeting to take a group photo.

f. Member Agency Initial Water Supply Allocations due July 6

Tami Madsen informed the board that the member agencies' initial water supply allocations are due on July 6, 2025.

B. Contract Operators

Kyle Danley informed the board that the nitrate rates in the Raccoon River and the Des Moines River are steadily increasing. The nitrate removal plants are in full operation, and they are pulling 2 MGD from the reservoir to blend with the finished water. He advised that they are also seeing microcystin in the Des Moines River, a month earlier than they normally see it.

C. Technical Committee

Kyle Danley reported to the board the highlights of the last Technical Committee Meeting.

D. Executive Committee

Jody Smith informed Trustees the Executive Committee had completed Tami Madsen's six-month review. Her performance was very favorable and they are looking forward to continue working with her.

E. Finance and Audit Committee

a. Bank Qualification Method Recommendation

Matt Stoffel informed the board of the information PFM provided to the Finance and Audit Committee at the May meeting.

Susan Huppert moved to accept the recommendation of the Finance and Audit Committee to use schedule V-3 on joint capital projects involving tax exempt loans and schedule IV-10 for expansion loans; seconded by John McCune. The motion was adopted by unanimous vote.

F. Water Usage Best Practices Committee

Diane Munns reported to the board the highlights of the initial Water Usage Best Practices Committee.

Item 10: Other Business

Jody Smith thanked the board for their efforts that lead to being honored with the "In the Public Interest" award from the Taxpayer's Association of Central Iowa. He also recognized Mayor Courtney Clarke for being recognized by the *Business Record* as one of their "2025 Women of Influence".

Item 11: Closed Session

John McCune moved to enter closed session – Purpose of the closed session is to discuss the purchase and sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for the property, as permitted by Iowa Code Section 21.5(1)(j); seconded by Tom Cope. Approved by unanimous roll call vote.

The Trustees entered closed session at 3:51 p.m.

By unanimous roll call vote the Trustees exited the closed session at 4:19 p.m. No action was taken during the closed session.

Item 12: Optional Business

- A. John McCune moved to authorize the Executive Director, in consultation with Board Counsel, to make an offer on the purchase of real estate, within the parameters discussed in Closed Session that, if accepted, would be brought back to the Board for formal consideration; seconded by Tom Cope. The motion was adopted by unanimous vote.

Adjournment

Chair Smith adjourned the meeting at 4:20 p.m.

Upcoming CIWW Activities			
<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Meeting</u>
June 11, 2025	1:00 p.m.	DMWW Board Room	Technical Committee
June 12, 2025	12:00 p.m.	WDMWW Plant Conference Room	Finance and Audit Committee
June 25, 2025	3:00 p.m.	Mid-American Rec Plex Community Room A	Board of Trustees