

## Minutes

Board of Trustees  
Central Iowa Water Works  
December 17, 2025  
3 Fountains Edgewater Building  
4200 University Avenue, Suite 134  
West Des Moines, IA 50266  
3:00 p.m.

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**Item 1:** Chair Jody Smith called the meeting to order at 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  
Jake Anderson, City of Grimes  
Tom Cope, City of Johnston  
George Meinecke, City of Norwalk  
Chelsea Huisman, City of Polk City  
John McCune, Urbandale Water Utility\* (joined the meeting, virtually, after Item 5D)  
Carol Butler Freeman, Warren Water District\* (joined the meeting, virtually, at 3:45 p.m.)  
Brad Deets, City of Waukee  
Jody Smith, West Des Moines Water Works  
Dan Lovett, Xenia Rural Water District

#### Others in Attendance

Pete De Kock, Clive  
Amy Kahler, Des Moines Water Works  
Ted Corrigan, Des Moines Water Works  
Scott Brennan, West Des Moines Water Works  
Royce Hammit, Xenia Rural Water District

Nick Otis, City of Polk City  
Christina Murphy, West Des Moines Water Works  
Dustin Delvaux, Central Iowa Water Works  
Tami Madsen, Central Iowa Water Works  
Matt Stoffel, PFM  
Neal Westin, Nyemaster Goode, P.C.  
Bob Andeweg, Nyemaster Goode, P.C.  
Jamie Buelt, En Q Strategies  
Kyle Danley, Des Moines Water Works  
Lyle Hammes, West Des Moines Water Works  
Lindsey Wanderscheid, Des Moines Water Works\*  
Shawn Gaddie, AE2S\*  
Dustin Schultz, AE2S\*

\*Attended Remotely

**Item 3: Approving Agenda, as presented or amended.**

Chair Smith requested an amendment to the agenda to combine items 5B and 5C.

Diane Munns moved to approve the agenda as amended; seconded by John Edwards. The motion was adopted by unanimous voice vote.

**Item 4: Public Comment (Please state name, address, and limit comments to five minutes)**

There were no public comments

**Item 5: Public Hearings and Related Actions**

- A. Public Hearing – Procurement of Membrane Filtration (MF), Ultrafiltration (UF), and Reverse Osmosis (RO) Equipment for the Saylorville Water Treatment Plant (SWTP) 10 MGD Expansion

There were no comments from the public. Chair Smith closed the public hearing.

- B. John Edwards moved to approve a resolution – Holding Hearing on Procurement of Membrane Filtration (MF), Ultrafiltration (UF), and Reverse Osmosis (RO) Equipment for the Saylorville Water Treatment Plant (SWTP) 10 MGD Expansion and to Award the Membrane Filtration (MF), Ultrafiltration (UF), and Reverse Osmosis (RO) Equipment for the Saylorville Water Treatment Plant (SWTP) 10 MGD Expansion to Wigen-Toray; seconded by Susan Huppert. The resolution was adopted by unanimous voice vote.

- C. Public Hearing – Instituting Proceedings to Take Additional Action for the Authorization of a Loan and Disbursement Agreement and the Issuance of Not to Exceed \$7,000,000 Water Revenue Capital Loan Notes

There were no comments from the public. Chair Smith closed the public hearing.

- D. Mike Schrock 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 \$7,000,000 Water Revenue Capital Loan Notes; seconded by Chelsea Huisman.

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.

**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 consent agenda; seconded by Chelsea Huisman. The motion to approve all such consent agenda items was adopted by unanimous voice vote.

- A. Motion – Approve the Minutes from November 19, 2025, CIWW Board Meeting as published, subject to correction, as recommended by the Board Clerk
- B. Motion – Receive and File Final Minutes from November 12, 2025, Technical Committee Meeting
- C. Motion – Receive Draft Minutes from December 10, 2025, Technical Committee Meeting
- D. Motion – Receive and File Final Minutes from November 13, Finance and Audit Meeting
- E. Motion – Receive and File Final Minutes from November 12, Executive Committee Meeting
- F. Motion – Receive and File November Financial Summary and Approve November Expenditures
- G. Motion – Receive and File CIWW November 2025 Revenue and Usage Summary
- H. Motion – Receive and File Project Update and Capital Expenditure Reimbursement Report

**Item 7: Annual Meeting Items**

- A. John Edwards moved to Approve Central Iowa Water Works 2026 Board of Trustees Meeting Schedule; seconded by Susan Huppert. The motion was approved by unanimous voice vote.
- B. Chair Smith recognized the appointment and reappointment of Trustees with current terms ending in 2025 now being December 31, 2028.
- C. Diane Munns moved to Approve the Nominating Committee Report as submitted; seconded by Tom Cope. The motion was approved by unanimous voice vote.

**Item 8: Board Action Items**

- A. Tom Cope moved to Award Task Order Number 1 to Black & Veatch for the Grimes Water Supply & Water Treatment Plant Expansion; seconded by Susan Huppert. The motion was approved by unanimous voice vote.
- B. Chelsea Huisman moved to Award Task Order Number 2025-2 to Advanced Engineering and Environmental Services for Owner’s Representative Services for the Grimes Water Supply & Water Treatment Plant Expansion; seconded by George Meinecke. The motion was approved by unanimous voice vote.

Dan Lovett asked whether the task order would be structured as not to exceed the current value. Tami Madsen confirmed that it would be set accordingly.

- C. Susan Huppert moved to Approve Reallocation Request within 2026 Capital Improvements Plan for Source Water Protection Improvements to Benefit Purple Martin Lake; seconded by Tom Cope. The motion was approved by unanimous voice vote.
- D. John Edwards moved to Adopt Treasurer Duties Policy and Appoint Amy Kahler, of Des Moines Water Works, to Serve as Treasurer for Central Iowa Water Works, contingent on the removal of Section 7 of the agreement; seconded by Chelsea Huisman. The motion was adopted by unanimous voice vote.

**Item 9: Information Items**

A. Executive Director Comments

1. After-Action Review Draft Report

Tami Madsen reviewed the Recommendations section of the After-Action Review Draft Report. She proposed forming a working group to develop uniform or model policies and codes regarding penalties or water shutoffs during a water shortage event. Board members were supportive of the request for a group of up to six Trustees, Alternates and Technical Committee members notifying the Chair, by January 15, of their interest in serving on a working group. Tami next informed the Trustees invitations have been sent for the first of two working group sessions with members of the Technical Committee to review the draft report's recommendations and develop proposals for the Board on policy matters. She also provided an update on communications policies and outreach to firms specializing in water sector communications.

Tom Cope inquired about the timeline for completion. Tami Madsen responded that some sections could be adopted more quickly than others, depending on the type of work involved and which committees will be reviewing the sections. Tom also asked whether Trustee feedback would be solicited before the report is finalized. Tami confirmed that feedback is welcome throughout the process and that the report will not be considered final until it has been reviewed by the Board.

2. Legislative Update

Tami Madsen provided a brief legislative update outlining some of the events that CIWW has been involved with over the past month.

3. Shared Drive (SharePoint) Discussion

Tami Madsen informed the Board that a SharePoint site has been created for board members to access previously discussed materials, board packets, and other items of interest.

4. Preliminary Member Demand Projections & Capacity Requests – Presentation

Shawn Gaddie of AE2S presented the member demand projections and capacity request data. Key takeaways included capacity requests exceed the available capacity from upcoming expansions, inconsistencies exist in how members are requesting capacity allocations, member agencies are requesting sufficient capacity to meet their

2030 projections, and some agencies have submitted low/high requests based on potential additional capacity availability by 2040. The trustees discussed the anticipated types of demands on the water system, financial implications of planned infrastructure, and a potential time frame to bring a decision on expansion capacity allocations to closure.

#### B. Contract Operator Updates

Amy Kahler provided the contract operator update for Des Moines Water Works. The current amount of system demand indicates ASR injections are taking place. Nitrates on the Raccoon River remain over the Safe Drinking Water Standard. The Fleur Drive plant is currently using the Des Moines River as its source to avoid running the nitrate removal facility. Zebra mussels were discovered during work on the Des Moines River intake. They are an invasive species that multiply very quickly and are difficult to control. Both the IDNR and the U.S. Army Corp of Engineers have been notified, and DMWW is researching potential solutions to address the issue.

Christina Murphy provided the contract operator update for West Des Moines Water Works. Their sludge thickener tank is back in operation, eliminating the need to send residuals to lime ponds.

#### C. Board Committee Reports

##### 1. Executive Committee

Chair Smith provided a report highlighting key discussions and outcomes from the Executive Committee meeting.

##### 2. Technical Committee

Kyle Danley provided a report highlighting key discussions and outcomes from the Technical Committee meeting.

##### 3. Finance and Audit Committee

George Meinecke informed the trustees that the Finance and Audit Committee reviewed the Investment Policy and determined that no changes were necessary. The Committee also recommended the treasurer duties to the board for approval.

##### 4. Water Usage Best Practices Committee

No updates to report.

##### 5. Long-Range Planning Committee

No updates to report.

#### **Item 10: Other Business**

Chair Smith recognized Tami Madsen as the Business Records' Business Leader Newcomer of the Year.

#### **Item 11: Closed Session**

John Edwards moved to enter Closed Session – Purpose of the closed session is to discuss the purchase or 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 Susan Huppert. Approved by unanimous roll call vote.

The Trustees entered closed session at 4:47 p.m.

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By unanimous roll call vote the Trustees exited the closed session at 5:26 p.m.

Chair Smith stated no action was taken during the closed session.

**Adjournment**

Chair Smith adjourned the meeting at 5:27 p.m. after congratulating Executive Director Tami Madsen for her selection as Business Leader Newcomer of the Year by the Business Record.

<b>Upcoming CIWW Activities</b>			
<u>Meeting</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Technical Committee	January 14, 2026	1:00 p.m.	DMWW Board Room
Executive Committee	January 19, 2026	2:30 p.m.	Central Iowa Water Works
Finance & Audit Committee	January 22, 2026	8:00 a.m.	Central Iowa Water Works
Board of Trustees	January 28, 2026	3:00 p.m.	3 Fountains Edgewater Building, Suite 134