
Minutes

Board of Trustees
Central Iowa Water Works
March 25, 2026
3 Fountains Edgewater Building
4200 University Avenue, Suite 134
West Des Moines, IA 50266
3:00 p.m.

Item 1: Call to Order

Chair Jody Smith called the meeting to order at 3:01 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
Bryan Burkhardt, Grimes*
Alex Pfaltzgraff, Johnston*
George Meinecke, Norwalk
Nick Otis, Polk City
John McCune, Urbandale Water Utility*
Carol Butler Freeman, Warren Water District
Jody Smith, West Des Moines Water Works
Dan Lovett, Xenia

Others in Attendance

Pete De Kock, Clive
Amy Kahler, Des Moines Water Works
Ted Corrigan, Des Moines Water Works
Tom Cope, Johnston*
Andy Fish, Warren Water District

Scott Brennan, West Des Moines Water Works*
Royce Hammitt, Xenia
Kyle Danley, Des Moines Water Works
Tami Madsen, Central Iowa Water Works
Dustin Delvaux, Central Iowa Water Works
Neal Westin, Nyemaster Goode, P.C.
Jamie Buelt, En Q Strategies
Melissa Walker, Des Moines Water Works
Ryan Currell, Wixted
Lyle Hammes, West Des Moines Water Works
Christina Murphy, West Des Moines Water Works
Michael Heckle, KCCI*
Matthew Jacob, Urbandale Water Utility*
Ryan Nicholson*
Shawn Gaddie, AE2S*
Michael Crumb, Des Moines Business Record*
Dustin Schultz, AE2S*
Matt Stoffel, PFM

*Attended remotely

Item 3: Approving Agenda, as presented or amended.

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

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

Written public comment was provided by Dan Manning regarding the property 4500 SE Army Post Road, West Des Moines.

Item 5: Public Hearings and Related Actions

- A. Public Hearing – License Agreement for the Right to Farm Real Estate Owned by Central Iowa Water Works

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

- B. John Edwards moved to approve a resolution – License Agreements for the Right to Farm Real Estate Owned by Central Iowa Water Works; seconded by George Meinecke. The motion was passed by unanimous voice 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 consent agenda; seconded by Susan Huppert. The motion to approve all consent agenda items was adopted by unanimous voice vote.

- A. Motion – Approve the Minutes from February 25, 2026, CIWW Board Meeting as published, subject to correction, as recommended by the Board Clerk
- B. Motion – Receive and File Final Minutes from February 11, 2026, Technical Committee Meeting
- C. Motion – Receive Draft Minutes from March 11, 2026, Technical Committee Meeting
- D. Motion – Receive and File Final Minutes from January 22, 2026, Finance and Audit Meeting
- E. Motion – Receive and File Final Minutes from February 17, 2026, Executive Committee Meeting
- F. Motion – Receive and File February Financial Summary and Approve February Expenditures
- G. Motion – Receive and File CIWW February 2026 Revenue and Usage Summary

Item 7: Board Action Items

- A. John McCune moved to approve the resolution – Approve Updated I-2-A (Historic Annual Finished Water Requirements) and I-2-B (Five-Year Average Maximum Day Demand); seconded by Diane Munns. The resolution was adopted by unanimous voice vote.
- B. Nick Otis moved to approve the resolution – Review and Approve Depositories and Increase Amount on Deposit for Central Iowa Water Works; seconded by John McCune. The resolution was adopted by unanimous voice vote.
- C. Diane Munns moved to approve to Authorize Executive Director to Execute an Agreement not to exceed \$295,000 for West Plant Test Well Drilling Services, Subject to Review by CIWW Legal Counsel; seconded by Carol Butler Freeman. The motion passed by unanimous voice vote.
- D. Susan Huppert moved to Approve Task Order 2026-1 AE2S General Engineering and Program Management; seconded by John Edwards. The motion passed by unanimous voice vote.
- E. George Meinecke moved to Approve Task Order 2025-3 Owner’s Representative Services; seconded by John McCune. The motion passed by unanimous voice vote.
- F. Susan Huppert moved to Approve Task Order - Smart Water Pilot Program Study; seconded by Nick Otis. The motion passed by unanimous voice vote.
- G. John Edwards moved to approve resolution - Approve Amendment to Employment Agreement; seconded by George Meinecke. The resolution was adopted by unanimous voice vote.

Item 8: Information Items

- A. Executive Director Comments

- 1. After-Action Review Update

Tami Madsen provided an update on the after-action review. After the February CIWW Board of Trustees meeting a red-lined version of the Water Shortage Plan was

provided to over seventy-two stakeholders with feedback requested by March 13, 2026. Five stakeholders provided comments.

As requested, the City Managers and Administrators were provided with model language guidelines and sample ordinance language to support enforcement of the Water Use Plan.

Additionally, Emergency Management, at CIWW's request, hosted a Communications and Coordination Workshop to establish Joint Information Center (JIC) framework. A draft of the framework will be provided to the board.

2. Legislative Update

Dentons continues to support CIWW by coordinating with state and federal legislators to pursue funding opportunities for nitrate-resilient water treatment infrastructure and technology, scheduling meetings with gubernatorial candidates to highlight CIWW, and developing recommendations for a work plan to guide continued engagement and strategy development.

Tami Madsen provided a brief overview of legislative items of interest for CIWW, including those that remain active through the funnel and those that did not advance.

3. Project Reports

Tami Madsen advised the Trustees of the collaborative effort by member agencies and those managing the SRF projects to develop a standardized Project Progress Report to support consistent updates to Trustees and elected officials. Each report includes a project summary, budget and CIWW 10-year CIP impacts, scope of services variances and any corrective actions, schedule impacts, and a tentative project timeline.

4. Capacity Allocation Update

Shawn Gaddie provided background information and outlined the timeline for the development of the allocation alternatives, including the small working group's recommendation of Alternative One to the Trustees.

Discussion followed regarding Alternative One, including its inclusion of a 15% buffer capacity and the importance of maintaining that buffer. The recommended allocation provides all member agencies with a 15% buffer through a future planning horizon. The Water Producing Member Agencies noted that treatment plants cannot operate at 100% capacity continuously, and that buffer capacity is necessary to support the system during maintenance, outages, and unexpected issues, ensuring reliable and consistent operations.

The City of Johnston expressed concerns regarding whether Alternative One represents the best solution for the system as a whole. Specifically, it was noted that under this alternative, Johnston would begin operating within its buffer capacity as early as 2030, raising questions about how production anomalies would be managed.

Chair Smith commented on the effectiveness of the subcommittee’s work with AE2S in developing and evaluating the alternatives.

B. Contract Operator Updates

Amy Kahler reported that Des Moines Water Works submitted comments on the 2026 Draft Impaired Waters List. She also provided an operational update, noting higher water demand compared to the last winter operation of the nitrate removal facility in 2015, earlier-than-typical increases in nitrate levels, and that Maffitt Reservoir levels are currently below typical conditions for this time of year. Additionally, she informed the Trustees of an issue at the nitrate removal facility that was identified and resolved promptly.

C. Board Committee Reports

1. Executive Committee

Chair Smith reported on draft updates to the Bylaws, which were included in the meeting packet, with the intent of bringing them forward for formal consideration and approval at the April CIWW Board of Trustees meeting. He also discussed potential revisions to the 28E/28F Agreement and provided an update on the West Plant land acquisition, noting that an additional appraisal will be required.

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 advised the board that the committee reviewed the RFPs for the Municipal Advisory Services.

4. Water Usage Best Practices Committee

Diane Munns provided an update on the Aqualytics Smart Watering Pilot program.

5. Long-Range Planning Committee

Lyle Hammes advised the Board that the committee did not meet in March but is scheduled to meet in April, at which time the producing agencies will present their Capital Improvement Plans, including the CIP for expansion projects.

Item 9: Other Business

No other business.

Adjournment

Chair Smith adjourned the meeting at 4:59 p.m.

Upcoming CIWW Activities			
<u>Meeting</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>

Board Workshop	April 2, 2026	2:00 p.m.	3 Fountains Edgewater Building, Suite 134
Technical Committee	April 8, 2026	1:00 p.m.	DMWW Board Room
Long Range Planning Committee	April 8, 2026	Following the Technical Committee Meeting	DMWW Board Room
Executive Committee	April 16, 2026	12:00 p.m.	Central Iowa Water Works
Finance & Audit Committee	April 16, 2026	8:00 a.m.	Central Iowa Water Works
Board of Trustees	April 22, 2026	3:00 p.m.	3 Fountains Edgewater Building, Suite 134