

**CALLED MEETING OF THE BOARD OF WATER WORKS TRUSTEES
HELD AT THE OFFICE OF THE DES MOINES WATER WORKS
PURSUANT TO NOTICE, TUESDAY,
December 19, 2017**

Present: Chairperson Ms. Susan R. Huppert, presiding; Mr. David A. Carlson, Mr. Graham R. Gillette, and Mr. Marc R. Wallace

Absent: Ms. Diane Munns

Staff members attending: Pat Bruner, Ted Corrigan, Peggy Freese, Doug Garnett, Amy Kahler, Dan Klopfer, Mike McCurnin, Laura Sarcone, Bill Stowe, Michelle Watson

Also in attendance: Rick Malm, legal counsel; Craig Robinson, Concordia Group

Ms. Huppert called the meeting to order at 3:36 p.m.

Consent Agenda – A motion was made by Mr. Wallace, seconded by Mr. Carlson to approve Consent Items A, B, C, D, and E (Approval of Minutes, November 28, 2017, Board of Water Works Trustees Meeting and Minutes, December 12, 2017, Customer Relations Committee Meeting; Receipt and filing of the financial statements for audit purposes; Approval of Payments for November 2017; Approval of Summary of CEO-Approved Expenditures in Excess of \$20,000; and Approval of January 23, 2018, as the next meeting of the Board of Water Works Trustees). Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Public Comment Period – No public comments.

Request Authorization for CEO and General Manager to Execute Agreement with U.S. Geological Survey for Des Moines River Wellfield Evaluation –

Mr. Stowe described an opportunity to find better raw water near the Des Moines River pumping station to supply the Fleur Drive plant to meet long range plan requirements. The U.S. Geological Survey has proposed a study to aid in determining source options and raw water quality concerns in this area.

A motion was made by Mr. Gillette, and seconded by Mr. Carlson to authorize the CEO and General Manager to execute an agreement with the U.S. Geological Survey Illinois-Iowa Water Science Center for a study characterizing and assessing water availability in the Des Moines

River alluvial aquifer contingent upon negotiation of term and conditions acceptable to staff and subsequent review by legal counsel. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Award 2018 Water Service Line Repairs Contract –

Mr. Stowe explained that this item is the annual stop box repair contract. Following a solicitation of bids, four bids were received. The engineer's estimate was \$205,000. The low bid was submitted by Todd Torgerson, d/b/a Todd Torgerson Excavation. Mr. Stowe asked the board to waive the informality of receiving the low bid in an unsealed envelope and to award the bid to the low bidder. Staff recommends that the bid informality be waived as there is no reason to suspect that the bid was altered or tampered with prior to the bid opening, which was also confirmed by Mr. Torgerson.

A motion was made by Mr. Gillette, and seconded by Mr. Carlson, to waive the bid informality and award the 2018 Water Service Line Repairs to Todd Torgerson, d/b/a Todd Torgerson Excavation, in the amount of \$193,775.00, and authorize the Chairperson and CEO and General Manager to execute the contract. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Approval of Chair's Selection of Board Members' Representation on External Boards and Committees of the Board of Trustees –

Chairperson Huppert has recommended the appointments of Board members to the following external Boards: Central Iowa Regional Drinking Water Commission – Ms. Susan Huppert; Des Moines Water Works Park Foundation: Mr. David Carlson and Mr. Marc Wallace, Ex-Officio: Mr. Bill Stowe; Greater Des Moines Botanical Garden – staff coordinated.

Chairperson Huppert has recommended the appointments of Board members to the following committees of the Board of Trustees: Customer Relations Committee – Mr. Graham Gillette (Chair), Ms. Susan Huppert, Ms. Diane Munns; Finance and Audit Committee – Mr. Graham Gillette (Chair), Ms. Susan Huppert, Ms. Diane Munns; Planning Committee – Mr. David Carlson (Chair), Mr. Marc Wallace.

A motion was made by Mr. Wallace, seconded by Mr. Carlson, to appoint Board members to represent Des Moines Water Works on its behalf to Boards of the Central Iowa Regional Drinking Water Commission, Des Moines Water Works Park Foundation, and the Greater Des Moines Botanical Garden, as well as to the committees of the Board of Trustees for the calendar year 2018 as proposed. Upon vote, the motion was adopted, with each member of the Board, who is identified above as present, voting in favor of the motion.

Board Committee Reports –

The following reports were provided:

- Mr. Gillette and Ms. Huppert shared a presentation recapping regionalization workshop discussions and sharing the next steps in the process.

- No report from staff on Greater Des Moines Botanical Garden. Mr. Wallace shared that he has heard several comments from the public, thanking DMWW for stepping in to keep the attraction going.
- Mr. Wallace provided an update on the Des Moines Water Works Park Foundation. Mr. Stowe highlighted upcoming 28E agreements will be coming in the near future for Construction, for Operating & Maintenance, and for the Fleur Drive Underpass. The Underpass Agreement will be a three-way agreement including the City of Des Moines.

CEO and General Manager's Comments –

- Mr. Stowe noted the staff's update on 2017 utility goals. Staff is currently working on 2018 utility goals and will present them to the Board in early 2018.

Other Comments –Ms. Sarcone provided a legislative update. Through the summer and fall, DMWW staff members and the lobbying team have met with fifteen legislators, sharing updates on DMWW's legislative priorities and regionalization efforts. Plant tours and water quality discussions have been held with five gubernatorial candidates. Suggestions were given to the Greater Des Moines Partnership's 2018 state priorities. Local solutions for regional drinking water efforts and language prioritizing the Raccoon River watershed were approved and are included in those priorities.

Water quality partnerships are budgeted in the 2018 DMWW Budget and include startup funds for the Beaver Creek Watershed Management Authority and working with the Drake University Agricultural Law Center to provide water quality information to the public. DMWW staff and lobbyists will be working with Concordia Group and Advocacy Strategies as the 2018 legislative session opens.

Adjournment –Meeting adjourned. by unanimous consent.

Meeting ended at 4:35 p.m.

**FINANCE AND AUDIT COMMITTEE
OF THE BOARD OF WATER WORKS TRUSTEES
HELD AT THE OFFICE OF DES MOINES WATER WORKS
PURSUANT TO NOTICE**

Tuesday, January 9, 2018

3:30 p.m.

Present:

Board Members: David Carlson, Graham Gillette, Susan Huppert, Diane Munns

Staff Members: Patrick Bruner, Ted Corrigan, Peggy Freese, Doug Garnett, Dan Klopfer,
Laura Sarcone, Bill Stowe, and Michelle Watson

Also in attendance: Sam Carrell (DMWW Park Foundation), Scott Crawford (RDG Planning
and Design), Craig Robinson (Concordia Group)

1. Phase I Park Improvements – Design Presentation – Scott Crawford with RDG Planning and Design presented on the Phase I Park Improvements design including schedule of design, contract administration, and construction.
2. Phase I Park Improvements – 28E Agreements – Dan Klopfer shared the history of DMWW Park planning and provided an overview of the 28E Agreement for construction of the Phase I Park Improvements between DMWW and the DMWW Park Foundation.

Ted Corrigan highlighted the 28E Agreement for operation and maintenance of the Phase I Park Improvements and answered questions concerning the funding of maintenance, operation, and insurance of the improvements and the functionality of the improvements.

3. CEO's Comments – Mr. Stowe mentioned that Craig Robinson shared the Governor's State of the State, which included water quality issues, with the Board and DMWW staff.
4. Public Comments – No comments from the public.

Meeting adjourned at 4:57 p.m.

**CUSTOMER RELATIONS COMMITTEE
OF THE BOARD OF WATER WORKS TRUSTEES
HELD AT THE OFFICE OF DES MOINES WATER WORKS
PURSUANT TO NOTICE**

Tuesday, January 16, 2018

3:30 pm

Present:

Board Members: Graham Gillette, Susan Huppert, Diane Munns

Staff Members: Pat Bruner, Peggy Freese, Amy Kahler, Laura Sarcone, Bill Stowe, and Michelle Watson

Also in attendance: Craig Robinson, Concordia Public Affairs

1. Draft Regional Water Production Memorandum of Understanding – Mr. Gillette asked Mr. Stowe to give an update on the ongoing regionalization process. Ms. Huppert said that Jason Mumm (with FCS Group) will be attending the January Board meeting. Mr. Gillette agreed that the DMWW Board of Trustees should officially receive Jason’s final report from the workshop discussions. Mr. Stowe suggested we address it as an item on the January 23 Board agenda as a “Receive and File” and follow up with a workshop on Tuesday, January 30 for the full board to attend. Ms. Munns asked for clarification as to what decisions have been made to this point in the process. Mr. Stowe, Ms. Huppert, and Mr. Gillette described the history of the process to help Ms. Munns have a clearer understanding. The Board’s next steps in the process were discussed as well as a plan for each board member to provide comments on the current Memorandum of Understanding to Ms. Sarcone, who will compile the comments and return them to Mr. Mumm.
2. CEO’s Comments – No comments from Mr. Stowe.
3. Public Comments – No comments from the public.

Meeting adjourned at 4:54 p.m.