

# Regional Technical Advisory Committee

## AGENDA

August 7, 2015  
10:00 AM - 12:00 PM

Des Moines Water Works  
Board Room  
2201 George Flagg Parkway

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- Review Committee Charter
  - CIRDWC Bylaws
  - Feasibility Study Outline of Committee Tasks
  - Regional Technical Advisory Committee Charter
  
- Committee Responsibilities
  - Ongoing Responsibilities: Share Information, Review, Plan, Advise
  - Near Term Responsibilities: Service Area, Population, Demand, RFP
  - Communication back to CIRDWC and others
  
- Member Roles
  - DMWW
    - Facilitate the Regional Planning Process
    - Complete/Fund Core Network Long Range Plan
    - Share Capital Improvement Plans
    - Report Progress by Reviewing Items Scheduled for Board Action
  - Other Members
    - Share Water System Master Plan/Long Range Plans
    - Share Capital Improvement Plans
  
- Meeting Schedule
  - Frequency – monthly
  - Length – 2 hrs. 10:00 to 12:00
  - Location – DMWW Board Room
  - Day – Thursday after the second Tuesday each month

- Proposed Schedule
    - September 17<sup>th</sup> – Service Area Determination
    - October 15<sup>th</sup> – Population and Demand Projections
    - November – Request permission to issue RFP for portions of or total study
    - December – Issue RFP
    - January – Award RFP
  
  - Assignments
    - Provide Water Facility Long Range Plans
      - Population Projections
      - Per Capita Water Use Projections
      - Demand Projections
    - Quantify Capacity Needed from the Core Network
    - Provide to Dan Klopfer by **August 17<sup>th</sup>**
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