

(Prepared by/Return to: Amy Kahler, Des Moines Water Works, 2201 George Flagg Parkway, Des Moines, IA 50321, 515-283-8760)

Meeting
CENTRAL IOWA REGIONAL DRINKING WATER COMMISSION
Technical Advisory Committee
Des Moines Water Works Board Room
August 7, 2015
10:00 a.m.

Present

The following attendees introduced themselves:

Tim Hoskins (Norwalk), Seth Zrucky (Norwalk), Karen Oppelt (Altoona), Ken Plager (Ankeny), John Gibson (Waukee), Dan Klopfer (DMWW), Ted Corrigan (DMWW), Amy Kahler (DMWW), Shane Kinsey (Johnston), Dale Acheson (Urbandale Water Utility), Dale Watson (Fox Engineering/Grimes), Kelley Brown (Grimes), Diana Wilson (WDMWW), E.J. Giovannetti (Polk County).

Members of the public in attendance were: Gretchen Tegeler (Taxpayers Association of Central Iowa), Bethany Wilcoxon (Capital Crossroads), Derek Anderson (McClure Engineering)

Review Committee Charter

Amy Kahler welcomed those in attendance and provided background that CIRDDWC bylaws have provided for a Technical Committee since the inception of CIRDDWC; however, such a committee has not been consistently active. The Technical Advisory Committee was formed based on recommendations from Black & Veatch's regional feasibility study. Ms. Kahler reviewed the Committee Charter, emphasizing that although member communities (water producers or growing communities) have been identified by CIRDDWC as core members, the discussion is open to all CIRDDWC members and all member needs will be considered in regional planning efforts.

Committee Responsibilities

Ted Corrigan reviewed that DMWW will be developing a Long Range Plan in 2016, and this committee's input will be key in developing that plan. It was suggested that this group initially participate in this planning effort for the Core Network so DMWW is able to plan facilities to serve communities' water needs through 2035.

It was clarified that the Core Network consists of water assets that benefit all customers, including treatment plant, storage facilities, larger pump stations, and transmission mains. Some of the Core Network was constructed using purchased capacity monies—funds suburbs paid to construct the facilities in return for a lower wholesale rate over a 40 year contract life.

Mr. Corrigan suggested the committee begin by assembling population projections (through 2050), which will be used to project demand through 2035. Each committee member should be prepared to communicate back to their boards and councils as committee efforts progress.

Member Roles

Through discussion, it was suggested that, because the focus is on the Core Network, it would be appropriate for DMWW to lead the long-range planning effort. It has not been determined if the long-range plan would be prepared by utility staff or whether an RFP for engineering consultant services will be issued; regardless, a master plan for Core Network assets would be funded by DMWW. All committee members should be prepared to share their own long-range plans and capital improvement plans. DMWW will review their board agenda with the committee prior to each DMWW board meeting.

Other discussion included that members should be candid with this committee about sharing their own long range plans and/or identifying potential facilities that may be built within their community that would impact demand from the Core Network. It was noted that DMWW rates would impact some communities' long range planning. There was also discussion on whether the committee should adopt officer roles, or alternatively, organize less formally with a meeting facilitator. After discussion giving consideration to both approaches, it was decided that voting would not be likely at this committee level, and to proceed less formally with DMWW facilitating the discussions. This decision will be re-evaluated by the committee after several months.

Meeting Schedule

It was suggested and decided to meet monthly. Mr. Corrigan proposed the Thursday after the second Tuesday of each month so DMWW could share their board agenda items with the committee prior to the DMWW board meetings. It was determined DMWW offices are a central location for meetings.

The next meeting will take place September 17, 2015 from 10:00 a.m. to 12:00 p.m. at DMWW offices. Discussion at the next meeting will focus on defining the service area included in the long range plan. DMWW will reach out to communities who are not present or currently participating and will use MPO population projections if projections are not available from a specific community.

Proposed Schedule

An outline for future meetings was also proposed:

- October – Population and demand projections
- November – Determine if RFP will be issued for portions of or total study
- December – Potentially issue RFP
- January – Potentially award RFP

Assignments

An assignment was given to committee members to provide to Dan Klopfer (klopfer@dmww.com) by September 1:

- Water long-range plan, if one exists, for each member community
- Community population projections through 2050
- Per capita water use – what changes, if any, are expected in per capita water use?

- Demand projections through 2035 for each community, and for this demand, how much will be necessary from the Core Network?

Open

Ms. Tegeler expressed appreciation to the committee for being open to collaboration and transparency. She encouraged committee members to actively participate and provide input throughout the process, and to hold one another accountable for listening and sharing among members.

Meeting adjourned at 11:15.