

WEST DES MOINES WATER WORKS
THE BOARD OF TRUSTEES
Regular Meeting – August 20, 2012

A. C. Ward Municipal Water Treatment Plant
Conference Room - 1505 Railroad Avenue

4:00 P. M

AGENDA

- 1. Call to Order, Roll Call, Approval of Agenda**
 - a. Motion - Approving Agenda

- 2. Citizen Forum**
 - a. Citizen Forum (During this time, any citizen may discuss with The Board of Trustees, any matter not on the agenda for today's meeting.)

- 3. Financial Report**
 - a. \$7,570,000 Water Revenue Bonds, Series 2012
 1. Resolution – Directing the Advertisement for Sale and Approving Electronic Bidding Procedures
 2. Resolution -- Approving the Preliminary Official Statement

 - b. Set schedule for Budget process
 1. Motion – Approving a schedule for Development of the Budget for Calendar Year 2013

 - c. Financial Report

- 4. Construction Project Actions**
 - a. South Area Water System Improvements – Package Booster Station Purchase
 1. Resolution – Ordering purchase of Equipment for Certain Public Improvements and Fixing Dates, Times and Places for a Public Hearing Thereon and for taking of bids therefore (Bids: Booster Station Package: September 11, 2012, 10:00 A.M.; Public Hearing: Booster Station Package: September 17, 2012, 4:05 P.M.)

 - b. South Area Water System Improvements – Standby Generator Equipment Purchase
 1. Resolution – Ordering purchase of Equipment for Certain Public Improvements and Fixing Dates, Times and Places for a Public Hearing Thereon and for taking of bids Therefore (Bids: Standby Diesel Generator Equipment: September 11, 2012, 11:00 A.M. Public Hearing Standby Generator Equipment: September 17, 2012, 4:10 P.M.)

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Agenda (continued)

- c. South Area Water System Improvements – 24 inch Water Main Installation from Army Post Road to proposed Booster Station
 - 1. Resolution – Ordering Construction of Certain Public Improvements and Fixing Dates and Times and Place for a Public Hearing Thereon and for the taking of Bids Therefore (Bids: September 14, 2012, 9:00 A.M.; Public Hearing: September 17, 2012, 4:15 P.M.)

- d. South Area Water System Improvements – Purchase Portions of Warren Water District Service Area
 - 1. Resolution – Approving Agreement for the Purchase of Certain Sections of Service Area from Warren Water District within the City Limits of West Des Moines and Fixing the Date and Time and Place for a Public Hearing Thereon (Public Hearing: September 17, 2012, 4:25 P.M.)

- e. 2012 South Area Water System Improvements – Approve Agreement with City of West Des Moines to Occupy Excess Right-of-way for a Temporary Booster Station to serve areas within the City Limits South of Raccoon River and East of Interstate 35
 - 1. Resolution – Approving Agreement with the City of West Des Moines to Occupy Excess Right-of-way for a Temporary Booster Station to serve certain areas within the City Limits of West Des Moines South of the Raccoon River and East of Interstate 35 and Fixing Dates, Times and Place for a Public Hearing Thereon (Public Hearing: September 17, 2012, 4:30 P.M.)

- 5. Consent Agenda**
 - a. Motion - Approving Minutes of Regular Meeting of the Board of Trustees of July 16, 2012
 - b. Motion - Approving Water Service Agreement for Brookview Crossing Plat 1

- 6. Recommendations from Committees**
 - a. Personnel and Compensation Committee
 - Motion - Approve Job Description and Initiate Replacement for Water Distribution Coordinator Vacancy

- 7. Recommendations from Staff**
 - a. Motion - Ratify Hiring of Karen Proudfoot as a temporary Part Time Employee

- 8. Motions to Receive, File and/or Refer**
 - a. Project Progress Report - Through July, 2012
 - b. Water Quality Report - July, 2012

- c. Check Register - July, 2012

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Agenda (continued)

- 9. Motions to Pay Bills**
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| a. | Non-Construction Bills | \$489,537.43 |
| b. | Construction Bills | |
| | - Halbrook Excavating – 2012 Water Main Replacement Program – Payment #4 | \$46,553.80 |
- 10. Information Report**
- a. Board of Trustees Standing Committees
 1. Customer and Community Relations - Philip J. Dorweiler, Chair; Brian P. Rickert
 2. Finance and Audit – Philip J. Dorweiler, Chair; Gwen A. Swanger
 3. Operations – William S. Spencer, Chair; Karen Novak Swalwell
 4. Personnel and Compensation – Karen Novak Swalwell, Chair; Brian P. Rickert
 5. Planning - William B. Spencer, Chair; Gwen A. Swanger
 6. Central Iowa Regional Drinking Water Commission – Karen Novak Swalwell
 - b. General Manager – Jerry Stevens - South Area Development
 - c. Customer Service Manager – Bill Garrett
 - d. Accounting Manager and Treasurer – Paula Meyer
 - e. Engineering Project Manager – Diana Wilson
 - f. Water Production Manager – Mitch Pinkerton
 - g. Water Distribution Manager – Mark Hanasz
- 11. Adjourn**

meeting of The Board of Trustees, we ask that you contact West Des Moines Water Works at 222-3465 at least 48 hours before the meeting. We are pleased to help you.