

Urbandale Water Board Minutes

Chairman, John McCune, called the regular meeting of the Urbandale Water Board of Trustees to order at 3:30 p.m. at the Water Utility office on October 14, 2025.

Board Members Present: John McCune, Mark Wandro via video conference, and Ron Pogge. Staff present were General Manager Neil Weiss, Distribution Manager Matthew Jacob, and Finance/Office Manager Kathy Barger. Absent: none.

Pogge moved, seconded by Wandro to approve the agenda as amended. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

There were no comments made during the Citizens' Forum.

Pogge moved, seconded by Wandro to approve the September 9, 2025 Water Board Minutes as written. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Pogge moved, seconded by Wandro to approve payment of the following bills from the General Fund. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Central Iowa Water Works – water	626,184.58	City of Urbandale – fuel	1,136.16
Urbandale Sanitary – sewer	471,505.99	All Forms – printing	1,124.40
City of Urbandale – storm water	318,722.29	Delta Dental – insurance	1,119.02
City of Urbandale – solid waste	232,817.47	HHS – child support	1,051.80
Kingston Services – project	163,561.85	Iowa One Call – locates	963.00
Asure – payroll	113,405.90	Sun Life – life insurance	856.50
City of Urbandale – project	81,319.00	Martin Marietta – rock	733.38
IA Dept of Revenue – Sales/WET tax	71,589.52	Hach – sampling	725.05
Wood Roofing – roof and gutters	36,253.44	Boot Barn – clothing	632.61
Core & Main – parts and supplies	34,079.02	Pitney Bowes – postage	500.00
Urbandale Windsor Heights – sewer	32,052.27	Pitney Bowes – machine lease	478.29
Wellmark – premium	26,012.88	Logan – tools	448.94
IPERS – contributions	19,748.45	Verizon – tower comm & hot spots	440.11
Refunds/Overpayments	16,989.35	Comfort Systems – repair	395.00
Mission Square – contributions	16,690.50	Grainger – tools	388.31
Mail Services – statement processing	14,929.65	State Hygienic Lab – samples	380.00
Municipal Supply – meters and parts	11,725.75	Access Systems – copier lease	378.87
iWater – software renewal	8,400.00	Cintas – mat services	371.55
Shpigler – consulting	7,648.11	Treasurer, State of IA – Treasure Hunt	366.01
GreenState Credit Union – sinking fund	7,156.67	Asure – payroll processing	358.99
Card Services-meetings, phone, parts	4,863.09	US Cellular – phone, data, GPS	324.00
Dixon Engineering – inspection	3,800.00	Logoed Apparel – clothing	316.31
MidAmerican Energy – utilities	3,549.49	CEC – repairs	297.00
Networks -IT Services	3,419.98	Bomgaars – tools, clothing	293.95
Health Equity – HSA Contributions	3,400.00	Menards – maintenance	260.54
All Pro Service Center – repair	1,629.39	Metronet – fiber	254.90
First Call – damage repair	1,269.39	Team Services – project	229.80
Fenner Irrigation – maintenance	1,254.00	DSM Register – subscription	220.02
Stratus – janitor	1,139.20	Bob Gerleman – reimbursement	213.84

Paymentus – credit card fees	208.05	CPI – flex admin	60.00
Urbandale Sanitary – sewer exemptions	190.00	Tristar – third party admin	59.50
GFOA – book	149.25	Home Depot – tools	47.61
DSM Register – publications	131.60	Amy Williams – replenish petty cash	46.23
Webspec – website maintenance	130.00	Premier Pest – pest control	39.00
CenturyLink – DSL	121.99	IA Secretary of State – notary	30.00
CenturyLink – fiber	115.38	Wageworks – HSA admin	27.00
AWWA – dues	95.00	Sprayer Specialties – supplies	10.06
Larry’s Window – maintenance	90.00	Arnold Motor Supply – supplies	8.49
Clive Power -repairs	86.79		

The Board reviewed bank reconciliations, income and disbursements, year-to-date budget percentages, cash flows, water purchased, and water sold.

The General Manager reviewed the Schedule of Delinquent Accounts with the Board. Following discussion, Pogge moved, seconded by Wandro to pass Resolution 2025-10 for Assessment Schedule 2025-10 for Water Account Charges that are delinquent and certified to be filed with the County Treasurer for Polk County, Iowa. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The Chair indicated this was the time and place for a public hearing to authorize a loan and disbursement agreement and the issuance of notes to evidence the obligation of the city thereunder. He asked for the date the notice was published and the Secretary indicated the notice was published on October 1, 2025 in the Des Moines Register. The Chair asked if any written comments had been received. The Secretary stated none had been received. The Chair asked if there were any public comments; hearing none, he declared the public hearing closed.

It was moved by Pogge, seconded by Wandro to approve Resolution 2025-12, a resolution instituting proceedings to take additional action for the authorization of a loan and disbursement agreement and the issuance of not-to-exceed \$10,800,000 Water Revenue Capital Loan Notes. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

It was moved by Pogge, seconded by Wandro to approve the Tax Exemption Certificate associated with the not-to-exceed \$10,800,000 Water Revenue Capital Loan Notes.

It was moved by Pogge, seconded by Wandro to approve Resolution 2025-13 approving and authorizing a form of interim loan and disbursement agreement by and between Urbandale Water Utility, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$10,800,000 Water Revenue Capital Loan Notes, Series 2025, of Urbandale Water Utility, Iowa, under the provisions of the Code of Iowa, and providing for a method of payment of said notes. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro to approve Task Order 25-01 from Strand Associates, Inc. to provide 170th Street Aquifer and Storage Recovery Well - Design and Bidding – and Construction-related services in the amount of \$1,401,000. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro to accept final completion of the Urbandale Water Utility roof replacement and release retainage. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved, seconded by Wandro to receive and file the Fiscal Year 2026-2031 Capital Improvements Program. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Following discussion, Pogge moved seconded by Wandro to approve the rehiring of Ketzner Strategies Consulting Services for the 2026 Legislative Session in the amount of \$10,000.00. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

The General Manager provided an update on the 170th St. water tower painting project, the Monroe Ct. project, the improvements being completed by Des Moines Christian Schools on the land being annexed by the City of Urbandale, and the current happenings with Central Iowa Water Works. In addition, he mentioned the possible sharing of a GIS employee with another water utility.

The next regular meeting was set for November 13, 2025 at 3:30 p.m.

There being no further business, Pogge moved, seconded by Wandro to adjourn at 4:24 p.m. Ayes: McCune, Pogge, Wandro. Nays: none. Motion carried.

Attest: Neil Weiss

John McCune, Chairman