

DES MOINES WASTEWATER RECLAMATION AUTHORITY  
ORGANIZATIONAL ASSESSMENT COMMITTEE  
&  
EXECUTIVE COMMITTEE

**Friday, April 21, 2022 @ 10:30 AM**

**MEETING LOCATION:  
BURNHAM CONFERENCE ROOM  
DES MOINES METROPOLITAN PLANNING ORGANIZATION  
420 WATSON POWELL JR. WAY, SUITE #200  
DES MOINES, IOWA**

**MINUTES**

**Committee Members in Attendance**

Michael McCoy, Clive  
Frank Cownie, Des Moines  
Linda Westergaard, Des Moines  
Sara Kurovski, Pleasant Hill  
Chelsea Huisman, Polk City  
EJ Giovannetti, Polk County  
Joe Sassatelli, Urbandale Sanitary Sewer District  
Jody Smith, West Des Moines

**Others in Attendance**

Scott Hutchens, Operating Contractor  
James Beck, Operating Contractor  
Lisa Etnyre, Operating Contractor  
Jeffrey Lester, Operating Contractor  
Scott Sanders, Operating Contractor

1. Call to Order

EJ Giovannetti, Committee Co-Chair, called the April 21, 2022, meeting to order at 10:33 a.m.

2. Minutes of July 8, 2022, Organizational Assessment Committee Meeting – Information

Michael McCoy made a motion to accept, and Linda Westergaard seconded the motion. All in favor.

3. Comments by Committee Co-Chairs

E.J. Giovannetti welcomed the group to the meeting and thanked everyone for finding time to meet with their busy schedules. EJ also stated that the proposals for WRA Legal Services are due today (April 21<sup>st</sup>) by 3:00 pm.

## 4. Amending 28E/28F WRA Agreement – Discussion and Potential Recommendation:

## A) Inclusion of Facility &amp; Conveyance Plan – Project and Cost Information

Jody noted the current 28E/28F will require updating and that the spreadsheet included in the packet contains projects that were identified in the most recent draft WRA Treatment and Conveyance Facility Plans. The projects identified in the WRA Treatment and Conveyance Facility Plans will be presented to the WRA Finance Committee at the June 1<sup>st</sup> meeting and, later, be before the full WRA Board for consideration and potential acceptance. The 28F portion of the agreement must be compliant with financing requirements and include a list of anticipated projects to finance. When the 28E/28F amendment is ultimately approved by the WRA Board then it will be sent to all the communities for approval. Sara Kurovski asked a few questions about the communities versus sewer districts and how they carry their debt.

## B) Potential Consideration of Consultant Identified “Issues”

Jody noted Bob Veenstra composed the letter included in the packet and that it was included for background information. Some of the items will be easy to complete and others will take some time. It was requested Staff go through the items included in the letter and summarize each topic for subsequent review by this Committee .

C) Issues Organizational Assessment Committee Members Previously Identified –  
March 31, 2022 Meeting

The committee continued to work through the list of Identified “Issues” from a year ago. There was some discussion on updating Article II PURPOSE AND STATUS AS LEGAL ENTITY, Section 1, Purpose, and it was agreed upon by all committee members present to find the proper language and to have it updated. Jody asked a question regarding board member representation and a discussion took place regarding the fact Des Moines, West Des Moines, and Ankeny have opted to self-limit the number of their representatives. After some discussion it was agreed by the Committee members present to have an amendment prepared whereby each entity would have one representative for each 60,000 population thereby keeping the WRA Board at 21 representatives. There was also some discussion on population weighted voting and the “independence” of the WRA Director but, due to time constraints, a consensus was not reached

## 5. Next Meeting Date - Discussion and Potential Recommendation

Jody Smith noted a Doodle poll will be sent out to determine the next meeting date.

## 6. Other Business

None

## 7. Adjourn

The meeting adjourned at 11:55 a.m.