



**BOARD OF TRUSTEES**  
**Regular Meeting Agenda**  
205 East State Street  
**June 17, 2025 12:00 Noon**

1. Roll Call
2. Approval of Agenda
3. Public Comment Period
4. **Decision:** Consent Agenda
  - a. Approval of Regular Meeting Minutes of May 20, 2025
  - b. Approval of Special Meeting Minutes of June 3, 2025
  - c. Approval of Bill Schedule #749 Totaling \$1,315,020.60
  - d. Departmental Reports
  - e. Approval of accounts with unpaid rates or charges that are eligible to be certified to become a lien upon real estate
5. **Decision:** Review and approval of Monthly Financial Statement, Investment Report, and Capital Report
6. **Decision:** Review and approval of Engagement Letter with Eide Bailly for audit services
7. **Discussion:** Water for non-profit accounts
8. **Decision:** Review and approval of Supplemental Letter Agreement with SEH for Wellfield Exploration Study
9. Set date and time for next regular meeting

**MARSHALLTOWN WATER WORKS BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING**  
**MAY 20, 2025 12:00 Noon**  
**205 East State Street**

1. ROLL CALL:       PRESENT:   Trustees: Mack, Loney  
                  ABSENT:   Eilers

2. There was a motion by Trustee Loney and a second by Trustee Mack to approve the Agenda.

ROLL CALL VOTE: AYES:       Trustees: Mack, Loney  
                      NAYS:       None

3. Public Comment Period – There were no members of the public present and General Manager Lovell reported that no written comments had been received.

4. The Board reviewed Shelli Lovell's resignation as MWW General Manager and request to transfer to the position of Project Manager. There was a motion by Trustee Loney and a second by Trustee Mack to accept Shelli Lovell's resignation as MWW General Manager and approve her transfer to position of Project Manager.

ROLL CALL VOTE: AYES:       Trustees: Mack, Loney  
                      NAYS:       None

5. The Board reviewed Resolution appointing Zach Maxfield to MWW General Manager. There was a motion by Trustee Loney and a second by Trustee Mack to approve Resolution appointing Zach Maxfield to MWW General Manager.

RESOLUTION

RESOLVED that effective immediately, Zach Maxfield be appointed as General Manager and Secretary of the Marshalltown Water Works until further action of the Board of Trustees and that as the General Manager he is delegated the general power to manage the business and affairs of the Marshalltown Water Works, to look after all matters pertaining to the management of the Marshalltown Water Works with full power to transact any and all business of the Water Works, and to do all things necessary to carry out the business and objectives of the Marshalltown Water Works as in his judgment may seem best, consistent with the policies, procedures and directions of the Board of Trustees.

Passed this 20<sup>th</sup> day of May, 2025, and signed this 20<sup>th</sup> day of May, 2025.

ROLL CALL VOTE: AYES:       Trustees: Mack, Loney  
                      NAYS:       None

6. There was a motion by Trustee Loney to approve the Consent Agenda: Approval of Regular Board Meeting Minutes of April 16, 2025; Approval of Bill Schedule #748 totaling \$1,436,234.71; Departmental Reports; Approval of accounts with unpaid rates or charges that are eligible to be certified to become a lien upon real estate. There was a second by Trustee Mack.

ROLL CALL VOTE: AYES: Trustees: Mack, Loney  
NAYS: None

7. The Board reviewed accounts with unpaid “storm sewer only” charges that are eligible to be certified to become a lien upon real estate. There was a motion by Trustee Loney and a second by Trustee Mack to approve accounts with unpaid “storm sewer only” charges that are eligible to be certified to become a lien upon real estate.

8. The Board reviewed the monthly financial statement, investment report and capital report. There was a motion by Trustee Loney and a second by Trustee Mack to approve the reports and place them on file.

ROLL CALL VOTE: AYES: Trustees: Mack, Loney  
NAYS: None

9. The Board reviewed Traut Companies Change Order No. 4 for the Marshalltown Water Works Well 5A project in a credit of (\$5,364). There was a motion by Trustee Loney and a second by Trustee Mack to approve Traut Companies Change Order No. 4 for the Marshalltown Water Works Well 5A project in a credit of (\$5,364).

ROLL CALL VOTE: AYES: Trustees: Mack, Loney  
NAYS: None

10. General Manager Maxfield discussed tower investment options. After discussion, the Board directed General Manager Maxfield to move forward with getting quotes and obtaining a CD to be used toward future tower maintenance projects.

11. General Manager Maxfield discussed two potential timelines for the treatment plant expansion project. After discussion, the Board directed General Manager Maxfield to move forward with option 1 and set a special board meeting for June 3, 2025 to approve notice to bidders and order notice of public hearing.

The Board set the date for the next regular Board meeting as June 17<sup>th</sup>, 2025 at 12:00 PM at the Marshalltown Water Works office at 205 E State St.

The Board adjourned.

Respectfully submitted,

Zachary Maxfield  
Secretary

June 3, 2025

The Board of Trustees of Marshalltown Water Works, City of Marshalltown, State of Iowa, met in Special session, in the Board Room, Marshalltown Water Works Main Office, 205 East State Street, Marshalltown, Iowa, at 12 o'clock P.M., on the above date. There were present Chairperson Laura Eilers in the chair, and the following named Board Members:

Tom Mack

Nick Loney

Absent: None

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Board Member Neck introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, AND FIXING A DATE FOR HEARING THEREON AND TAKING OF BIDS THEREFOR," and moved that the same be adopted.

Board Member Loney seconded the motion to adopt. The roll was called and the vote was,

AYES: Eilers, Neck, Loney

NAYS: None

Whereupon, the Chairperson declared the following Resolution duly adopted:

RESOLUTION ORDERING CONSTRUCTION OF CERTAIN  
PUBLIC IMPROVEMENTS, AND FIXING A DATE FOR  
HEARING THEREON AND TAKING OF BIDS THEREFOR

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Reverse Osmosis Membrane Treatment Process Train project; and

WHEREAS, the Board of Trustees of Marshalltown Water Works, City of Marshalltown, has caused to be prepared plans, specifications and form of contract, together with estimate of cost, which are now on file in the office of the Board of Trustees for public inspection, for the construction of the public improvements; and

WHEREAS, the plans, specifications and form of contract are deemed suitable for the making of the public improvements; and

WHEREAS, before the plans, specifications, form of contract and estimate of cost may be adopted, and contract for the construction of the public improvements is entered into, it is necessary, pursuant to Chapter 26 of the Code of Iowa, to hold a public hearing and to advertise for bids:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF MARSHALLTOWN WATER WORKS, CITY OF MARSHALLTOWN, STATE OF IOWA:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Reverse Osmosis Membrane Treatment Process Train project, in the manner set forth in the plans and specifications and form of contract, above referred to, the cost thereof to be paid in accordance with the provisions as set out in the posted Notice to Bidders and published Notice of Hearing; the public improvements

being more generally described as follows:

**Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.**

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders approved as a part of the specifications.

Section 3. That the Secretary be and is hereby directed to post a notice to bidders once in each of the following: (i) a relevant contractor plan room service with statewide circulation; (ii) a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the City or a statewide association that represents the City. Posting shall be not less than thirteen clear days nor more than forty-five days prior to August 5, 2025, which is hereby fixed as the date for receiving bids. The bids are to be filed prior to 2:00 o'clock P.M., on such date.

Section 4. That the Board of Trustees hereby delegates to the Secretary of the Board the duty of receiving, opening and tabulating bids for construction of the Project. Bids shall be received and opened as provided in the notice to bidders and the results of the bids shall be considered at the meeting of this Board on August 19, 2025, at 12:00 o'clock P.M.

Section 5. That the Secretary be and is hereby directed to publish notice of hearing once in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. The publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 12:00 o'clock P.M. on August 19, 2025.

Section 6. That the Secretary shall cause the notices described in Section 3 and Section 5 hereof to be posted and published, the posting and publication to be within the posting and publication timeline for each notice outlined above.

Section 7. That the Notice to Bidders and Notice of Public Hearing shall be substantially in the form attached hereto:

## **NOTICE OF PUBLIC HEARING**

REVERSE OSMOSIS MEMBRANE TREATMENT PROCESS TRAIN  
MARSHALLTOWN WATER WORKS  
MARSHALLTOWN, IOWA  
PUBLIC IMPROVEMENT PROJECT

### **Public Hearing on Proposed Contract Documents and Estimated Cost for Improvement**

Contract Documents (plans, specifications, and form of contract), and estimated cost for the Marshalltown Water Works **Reverse Osmosis Membrane Treatment Process Train** project at its meeting at **12:00 PM on 19<sup>th</sup> day of August 2025**, in the Board Room, at the Marshalltown Water Works main office located at 205 E State Street, Marshalltown, Iowa, 50158.

Marshalltown Water Works Board of Trustees meetings are open for the public to attend in person.

### **Contract Documents**

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file at the Marshalltown Water Works Main Office and may be examined at 205 E State Street, Marshalltown, Iowa, 50158.

### **General Nature of the Public Improvement**

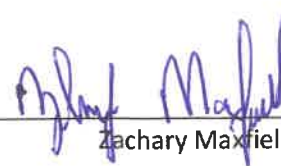
Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.

This Notice is given by authority of the Marshalltown Water Works Board of Trustees,  
Marshalltown, Iowa.



Laura Eilers, Chairman

ATTEST:



Zachary Maxfield, Secretary

(End of Notice)

## **NOTICE TO BIDDERS**

REVERSE OSMOSIS MEMBRANE TREATMENT PROCESS TRAIN  
MARSHALLTOWN WATER WORKS  
MARSHALLTOWN, IOWA  
PUBLIC IMPROVEMENT PROJECT

Marshalltown Water Works (Owner) is requesting Bids for the construction of the following Project:

Marshalltown Water Works

Reverse Osmosis Membrane Treatment Process Train

The Project includes the following Work:

Construction of a new 6 MGD Reverse Osmosis (RO) Treatment Process Train at the Marshalltown Water Works existing treatment plant site and north to Sand Road, including a detention basin, water treatment buildings, dual-media gravity filters, installation of a pre-procured RO membrane system, water treatment chemical storage and feed systems, site piping, additional high service pumping, and electrical work and instrumentation and controls associated with the new water treatment equipment. The work also includes the construction of a new chemical and pump building at the existing Marshalltown Water Works water treatment plant that will include new booster pumps and chemical feed and storage.

Time and Place for Filing Sealed Proposals

Sealed proposals for the work comprising the improvement as stated below must be filed before 2:00 P.M. according to the clock in the Board Room, at the Marshalltown Water Works main office located at 205 East State Street, Marshalltown, Iowa, 50158 on the 5<sup>th</sup> day of August 2025, at the reception desk in said Main Office. Proposals received after the deadline for submission of bids as stated herein shall not be considered and shall be returned to the late bidder unopened.

Time and Place Sealed Proposals Will be Opened and Considered

Sealed proposals will be opened and bids tabulated at **2:00 P.M. on the 5<sup>th</sup> day of August, 2025**, in the Board Room at the Marshalltown Water Works main office located at 205 East State Street, Marshalltown, Iowa, 50158. Proposals will be considered by the Marshalltown Water Works Board of Trustees at its meeting at 12:00 PM on 19<sup>th</sup> day of August 2025, in said Board Room at the Marshalltown Water Works main office. The Board of Trustees may award a Contract at said meeting, or at such other time and place as shall then be announced.

Commencement of Work

Work on the improvement shall be commenced any time after a written Notice to Proceed is issued, no earlier than September 15<sup>th</sup>, 2025 and no later than September 30, 2025, and shall be completed as



stated below. The Notice to Proceed will be issued after the Contract is executed, which is expected to occur on September 15, 2025.

#### Contract Documents

A copy of said plans, specifications, and form of contract, and estimated total cost is now on file at the Marshalltown Water Works Main Office and may be examined at 205 E State Street, Marshalltown, Iowa, 50158.

An electronic copy of the Contract Documents is available at [www.questcdn.com](http://www.questcdn.com) at no cost. Project information, estimated total cost, and planholder information is available for no cost at the same link. Downloads of the Contract Documents require the user to register for a free membership at [www.QuestCDN.com](http://www.QuestCDN.com).

Paper copies of the Contract Documents are available from HDR, 300 East Locust Street, Suite 210, Des Moines, Iowa 50309. The initial set is free of charge to prospective bidders, i.e. qualified general contractors. A fee of Fifty Dollars (\$50.00) per set will apply to additional sets and to bidding documents requested by other than prospective bidders. This fee is refundable, provided the following conditions are met: (1) The Contract Documents are returned complete and in a good usable condition. (2) They are returned within fourteen (14) calendar days after the award of the project. An individual must call Audrey Anderson at (515) 553-6071 in advance to reserve a paper copy.

#### Preference of Products and Labor

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

#### Bid Security

Each Bidder shall accompany its bid with bid security as defined in Iowa Code Section 26.8, as security that the successful Bidder will enter into a Contract for the work bid upon and will furnish after the award of Contract a corporate Surety Bond, in a form acceptable to Marshalltown Water Works, for the faithful performance of the Contract, in an amount equal to ten percent (10%) of the amount of the Contract. The Bidder's security shall be in the amount fixed in the Instructions to Bidders and shall be in the form of a cashier's check or a certified check drawn on an FDIC insured bank in Iowa or on an FDIC

insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a Bid Bond on the form provided in the Contract Documents with corporate Surety satisfactory to Marshalltown Water Works. The bid shall contain no condition except as provided in the specifications.

Marshalltown Water Works reserves the right to defer acceptance of any bid for a period of thirty (30) calendar days after receipt of bids and no bid may be withdrawn during this period.

#### Performance, Payment, and Maintenance Bond

Each successful Bidder will be required to furnish a corporate Surety Bond in an amount equal to one hundred percent (100%) of its Contract price. Said Bond shall be issued by a responsible Surety approved by the Marshalltown Water Works and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the Marshalltown Water Works from claims and damages of any kind caused by the operations of the Contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two (2) years from and after acceptance of the Contract.

#### Title VI Compliance

Marshalltown Water Works, in accordance with the provisions of Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

#### Payment

Payments will be made on the basis of estimates prepared by the Contractor and approved by the Engineer, solely for the purpose of payment; approval by the Engineer, or Marshalltown Water Works, shall not be deemed as approval or acceptance of the workmanship or materials. The Contractor will be compensated for 97% of the work completed during a payment period, with the remaining 3% being retained in accordance with the Iowa Code. Regular payments approved by the Engineer will be made following the next scheduled Marshalltown Water Works Board of Trustees meeting. The retainage payment will be released thirty-one (31) days following acceptance of the project by Marshalltown Water Works as per provisions in the Iowa Code.

#### Sales Tax Exemption

Marshalltown Water Works will issue a sales tax exemption certificate to the Contractor for all material purchased for incorporation into the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.

Completion of Work

The Contractor shall fully complete the overall project no later than November 14, 2027. Full completion for the overall project shall be defined as all work including punch list items completed, and all improvements ready for final acceptance. Should the Contractor fail to fully complete the work in this timeframe, liquidated damages of three thousand, nine hundred Dollars (\$3,900.00) per calendar day will be assessed for work not fully completed within the designated Contract term(s).

Marshalltown Water Works does hereby reserve the right to reject any or all bids, to waive informalities and irregularities in the form of the bid, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the jurisdiction.

This Notice is given by authority of the Marshalltown Water Works Board of Trustees, Marshalltown, Iowa.

  
\_\_\_\_\_  
Laura Eilers, Chairman

ATTEST:  
  
\_\_\_\_\_  
Zachary Maxfield, Secretary

(End of Notice)

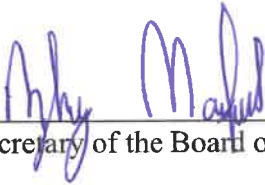
Section 8. All resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed insofar as the conflicting portions thereof are concerned.

PASSED AND APPROVED, this 3<sup>rd</sup> day of June, 2025.



Chairperson of the Board of Trustees

ATTEST:



Secretary of the Board of Trustees

## CERTIFICATE

STATE OF IOWA

) SS

COUNTY OF MARSHALL

)

I, the undersigned Secretary of the Board of Trustees of Marshalltown Water Works, City of Marshalltown, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the corporate records of the Board of Trustees showing proceedings of the Board, and the same is a true and complete copy of the action taken by the Board with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Board and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Board (a copy of the face sheet of such agenda being attached hereto) pursuant to the local rules of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required such law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective offices as indicated therein, that no Board vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Board hereto affixed this 3<sup>rd</sup> day of June, 2025.

Secretary of the Board of Trustees of  
Marshalltown Water Works, City of  
Marshalltown, State of Iowa

(SEAL)

**MARSHALLTOWN WATER WORKS**  
**BILL SCHEDULE # 749**  
**BILLS TO BE PAID**  
**MAY 2025**

Arnold Motor Supply	diesel exhaust fluid, grease, fittings, air filter, oil filter, oil	376.55
Bearing Headquarters CO B28	mixer parts	378.29
Brown Winick Law	legal fees	687.50
Carus LLC	poly-phosphate	3,402.00
CDW Government Inc	symantech antivirus renewal	601.15
Central Iowa Distributing	toilet paper	138.00
Central Iowa Machine Shop	repair lime door	347.50
Cessford Construction Company	rock	2,885.08
Chemsearch	wasp & hornet killer	460.90
City of Marshalltown	50% MWW contribution - State St	262,323.50
Coast to Coast Calibrations	lab supplies	165.20
Column Software PBC	public notices	366.21
Core & Main LP	watermain coupling	648.96
Danks Lazer	name plates	157.79
Ethanol Products LLC	CO2	6,755.20
Fastenal Company	locate paint	50.50
Filter Shop Omaha	HVAC office filter	137.37
Grainger	well 6 thermostat	91.08
Hach Company	lab supplies & SC200 Controller	4,168.50
Hartwig Plumbing & Heating	backflow repair	1,180.75
Hawkins Inc	chlorine & flouride	9,148.50
Hupp Electric	hoist inspections	735.00
Iowa Association of Municipal Utilities	annual dues	1,498.00
John Deere Financial - T	pressure socket, handle, weed spray, oil	216.21
McAtee Tire Sales	oil change	72.50
Menards	weed eater string, safety gloves, straw, spreader, grass seed, water filter, N95 masks, shoe covers, nuts, bolts, washers, trailer hitch, shop towels, oil, broom, totes, lights, fiberweld, tape, bug spray, pruning saw, laundry supplies, wall clock, hammer, face shield	1,136.29

Mississippi Lime Company	lime	49,692.63
Moler Sanitation	garbage service	105.00
Municipal Supply Inc	couplings, joints, sockets	4,012.98
Nelson Fabrication, LLC	pump repair	915.89
Nutrien Ag Solutions	fertilizer	1,745.00
Pech Optical Corp	safety glasses	76.88
Rasmusson Service Center	backhoe repair, truck repair	1,664.91
Star Equipment LTD	excavator rental	225.00
State Hygienic Laboratory	lab contract services	781.50
Times Republican	annual subscription	228.80
Titan Machinery	skid loader repair	1,363.77
Tri-State Lock Service	lock change & keys	270.00
Van Meter Inc	conduit, wire	2,726.62
Ziegler Cat	clean transfer switch	532.06
<b>Total</b>		<b>362,469.57</b>

**MARSHALLTOWN WATER WORKS**  
**BILL SCHEDULE # 749**  
**BILLS PAID**  
**MAY 2025**

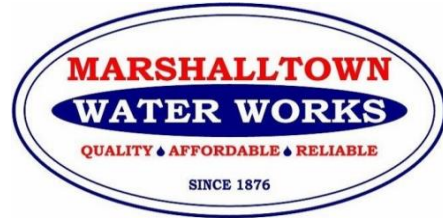
Aflac	employee deduction	522.76
Alliant Energy	gas and electric	2,011.00
Alliant Energy	electric	26,984.11
Alliant Energy	gas & electric	1,933.02
American Express	credit card fees	1.00
American Express	credit card fees	92.73
City of Marshalltown	sewer receipts April	460,811.16
City of Marshalltown	stormsewer receipts April	126,653.03
City of Marshalltown	landfill receipts April	12,928.64
Consumers Energy	electric	65.75
Delta Dental of Iowa	employee dental insurance	762.78
Devon Downs	deductibles paid	148.30
Douglas Knoll	deductibles paid	317.00
Edward Phillips	deductibles paid	229.30
Elan	dnr fees, retirement gifts, paper, paper towels, weed eater handle, vacuum supplies, colored paper, go to meeting, hotel room, toner, fuel, pens, angle grinder, printer, aspirin, eye wash, antiseptic wipes, scissors, printer table, food, t-mobile	3,516.89
HDR Engineering	engineering services	1,205.33
Health Savings Account	employee deduction	75.00
Health Savings Account	employee deduction	75.00
Heart of Iowa Communications	phone and internet	618.79
IMWCA	insurance premium 25%	8,957.00
Internal Revenue Services	withholding taxes	37,450.18
Internal Revenue Services	withholding taxes	17,643.04
Iowa One Call	locates	1,467.50
IPERS	employee deduction	16,217.14
Isolved Benefit Services WDM	employee deductions	1,411.68
Jared Wall	deductibles paid	58.48
Jeffrery Mahoney	deductibles paid	69.50



Jeffrery Mahoney	deductibles paid	50.00
Jeffrey Heinrichs	deductibles paid	268.99
Jeffrey Heinrichs	deductibles paid	764.36
Kim Carter	cleaning services April	600.00
Lucas Reinart	deductibles paid	240.10
Marshall County Engineering Office	fuel april 2025	1,701.57
Marshalltown United Way	employee contributions	20.00
Payroll	payroll	79,031.40
Payroll	payroll	50,701.56
Pitney Bowes Bank Inc Reserve Acct	postage	4,000.00
Prairie Waste Solutions	garbage service	220.20
Reliance Standard Life Ins Co	employee life insurance	1,003.00
SEH	engineering services	876.01
Taylor's Maid-Rite	popcorn oil	153.75
Thomas Bowman	deductibles paid	35.00
Thomas Bowman	deductibles paid	50.00
T-Mobile	internet	133.40
Treasurer State of Iowa	excise tax - april 2025	30,540.59
Treasurer State of Iowa	sales tax - april 2025	9,653.94
Treasurer State of Iowa	withholding taxes	5,968.18
Tyler Tech	credit card fees	4,166.62
Tyler Tech	credit card fees	967.07
United Bank & Trust	pension 3815.47 + 5,000.00	8,815.47
United Bank & Trust	pension 2978.65 + 5,000.00	7,978.65
United Bank & Trust	returned check	98.45
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	94.24
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned check	159.85
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	112.79
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	167.04
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	49.75
United Bank & Trust	bank fees	6.00

United Bank & Trust	returned nacha	179.48
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	134.76
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	114.50
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned nacha	105.20
United Bank & Trust	bank fees	6.00
United Bank & Trust	returned check	159.85
United Bank & Trust	bank fees	6.00
United Bank and Trust	returned nacha	159.22
United Bank and Trust	bank fees	6.00
US Postal Service	prepaid on acct#329202	100.00
US Postal Service	PO Box annual fee	360.00
Wellmark Blue Cross & Blue Shield	employee health insurance	19,671.61
Cesar Garcia	deposit refund	38.54
Eduardo Ochoa	deposit refund	80.00
John M Sotyn	deposit refund	145.70
Josephine C Davenport	deposit refund	22.61
Marilyn Munoz	deposit refund	45.76
Markenson Clerveus	deposit refund	77.53
Oeun Mao	deposit refund	93.28
Thomas E Carson	deposit refund	13.79
Torrez Scott	deposit refund	42.99
Tyler V Reeder	deposit refund	60.03
Yasiel Fernandez	deposit refund	26.09
<b>Total</b>		<b>952,551.03</b>

**CUSTOMER SERVICE  
MONTHLY REPORT  
FOR THE MONTH OF  
May 2025**



ACTIVITY	THIS MONTH	THIS MONTH LAST YEAR	2024-2025 FISCAL YEAR
SERVICE CALLS	658	1146	9485
METERS REPAIRED	0	0	0
REPLACED FROZEN METER	3	2	66
DELINQUENT TAGS	414	401	4044
METER SET	2	3	25
TURN OFF FOR NON PAYMENTS	31	103	898
READ AND LEAVE ON - OCCUPANT CHANGE	121	116	1112
<b>Locates</b>	<b>743</b>		

DISTRIBUTION  
Marshalltown Water Works  
Board Report  
June 17, 2025

PROJECTS

1. West High Street watermain replacement
  - a. Resume June 2025
2. Well 5A/16
  - a. Underground/ house piping-start in May 2025
  - b. 75% complete
3. Meter Replacement/R900
  - a. 390 remaining
4. Center St and Main-Construct
  - a. Water main and Services are complete for phase 1
5. Marshalltown Water Plaza-Construct
  - a. 2" main is bored in

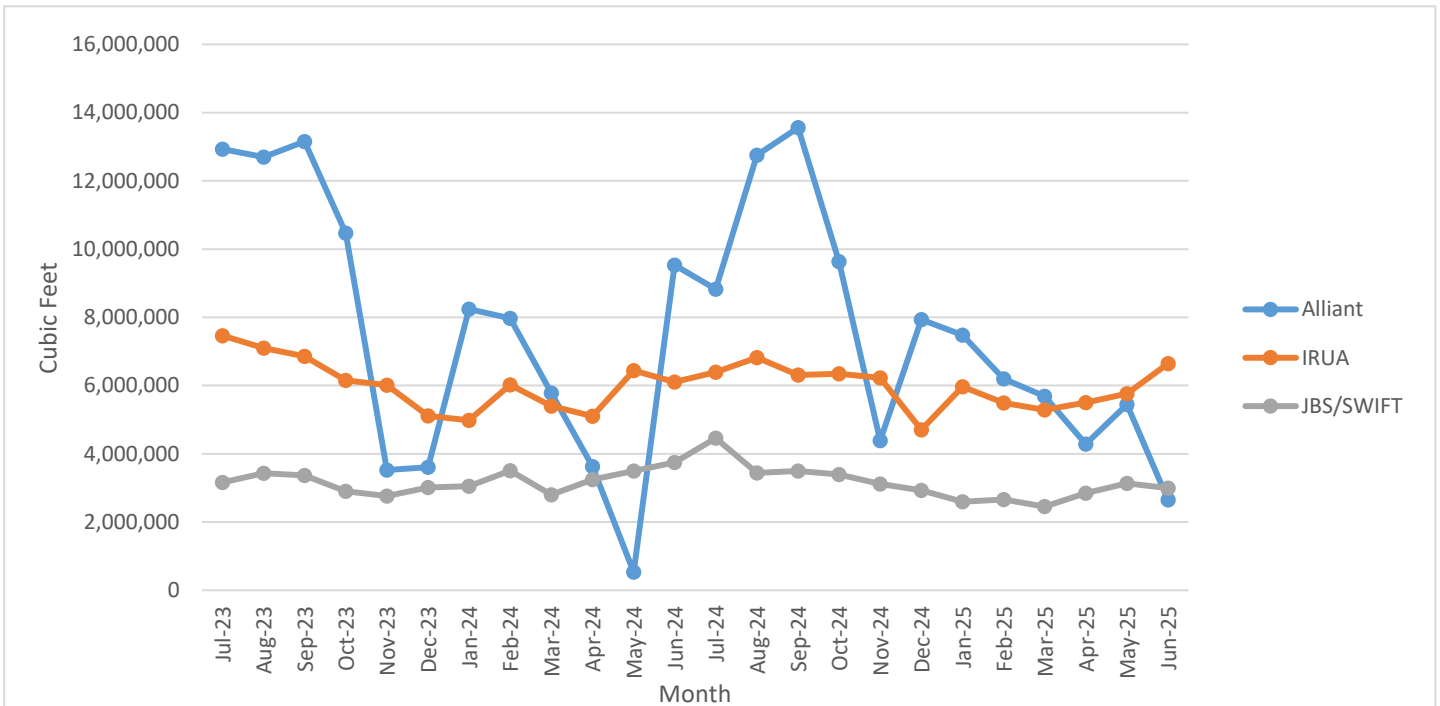
MAIN BREAKS (FY 24-25)

1. July 22, 2024 2<sup>nd</sup> St and Madison St, 12" crack- cause water hammer
2. July 22, 2024 Player St and Center St, 8" sheer break- cause water hammer
3. July 26, 2024 3<sup>rd</sup> Ave and Boone St, 12" crack- cause water hammer
4. July 26, 2024 3<sup>rd</sup> Ave and Boone St, 8" crack- cause water hammer
5. July 26, 2024 State St and 17<sup>th</sup> St, 6" crack- cause water hammer
6. July 26, 2024 W Church St and 1<sup>st</sup> St, 4" crack- cause unknown
7. August 14, 2024 Washington St and 9<sup>th</sup> St, 6" crack- cause hit by contractor
8. August 22, 2024 2<sup>nd</sup> St and W Ingledue St, 6" crack-cause water hammer
9. October 8, 2024 701 N 5<sup>th</sup> Ave, 6" sheer break-cause unknown
10. October 15, 2024 West Ingledue and 1<sup>st</sup> St, 6" crack-cause hit line
11. October 29, 2024 Crestview Dr, 6" crack-cause hit line.
12. November 28, 2024 12<sup>th</sup> St and W Nevada St, 6" sheer break- cause unknown
13. December 17, 2024 Rarcliffe Dr and 7<sup>th</sup> Ave, 6" crack- cause unknown
14. January 5, 2025 12<sup>th</sup> St and Lincoln Way, 6" sheer break- cause unknown
15. January 9, 2025 9<sup>th</sup> Ave and E State St, 6" sheer-cause unknown
16. January 15, 2025 S 4<sup>th</sup> Ave and Nevada 6" sheer-cause unknown
17. January 21, 2025 105 N 16<sup>th</sup> St 6" sheer-cause unknown
18. January 21, 2025 w High st and S 2<sup>nd</sup> St 6"- sheer-unknown
19. January 28, 2025 N 19<sup>th</sup> and Summit 6" - sheer unknown
20. January 29, 2025 N 8<sup>th</sup> Ave and Union 6" - sheer-unknown
21. February 25, 2025 2206 W Center St 6" sheer-unknown
22. February 28, 2025 N 5<sup>th</sup> Ave & Main st 6" sheer-unknown
23. March 25, 2025 803 E Boone St 6" sheer-unknown
24. April 8, 2025 603 E Marion- 6" sheer-unknown

# MWW Largest Users Monthly Report

June 2025 Board Report

	ALLIANT	IRUA	JBS/SWIFT
Bill Date	Cubic Feet	Cubic Feet	Cubic Feet
Jul-23	12,933,800	7,464,630	3,158,800
Aug-23	12,699,800	7,103,119	3,430,900
Sep-23	13,150,200	6,853,538	3,362,000
Oct-23	10,465,100	6,152,851	2,897,900
Nov-23	3,521,900	6,012,034	2,760,700
Dec-23	3,610,200	5,109,081	3,017,400
Jan-24	8,238,600	4,977,140	3,049,500
Feb-24	7,970,300	6,025,630	3,505,900
Mar-24	5,777,000	5,395,469	2,799,100
Apr-24	3,625,300	5,099,225	3,247,200
May-24	530,500	6,442,906	3,496,900
Jun-24	9,535,800	6,105,853	3,746,500
Jul-24	8,823,300	6,395,989	4,457,300
Aug-24	12,755,800	6,815,740	3,442,800
Sep-24	13,557,100	6,309,760	3,494,200
Oct-24	9,629,100	6,349,406	3,397,500
Nov-24	4,389,700	6,226,449	3,118,000
Dec-24	7,930,100	4,706,570	2,931,400
Jan-25	7,478,600	5,966,201	2,594,900
Feb-25	6,197,300	5,492,538	2,663,400
Mar-25	5,689,200	5,290,729	2,452,300
Apr-25	4,284,100	5,505,470	2,850,100
May-25	5,449,000	5,762,308	3,131,700
Jun-25	2,648,100	6,645,027	2,999,300



# PROPERTY TAX LIENS TO CERTIFY

## May 2025

ACCOUNT#	PROPERTY OWNER NAME	ADDRESS TO LIEN	AMOUNT
102-0724-12	Alba Ernesto Moran	410 Union St	\$247.79
124-0168-03	Brittney A Maxon	711 W Boone St	\$2,347.90
121-0148-06	Carola A Ealy	516 S 4th St	\$371.78
110-0380-18	Gilbert Gonzales	321 N 3rd St	\$406.14
152-0164-20	Hansen Cooperative Housing Assoc	1202 Fairway Dr	\$185.66
125-0568-10	Phyllis M Simpson	905 W Nevada St	\$704.13
103-0220-17	Rodrigo & Maria Gomez	307 Swayze St	\$26.74
TOTAL			\$4,290.14

SEWER DEPOSIT ACCOUNT  
Activity for May  
2025

<b>Balance on May 1</b>	<b>\$172,468.44</b>
Deposits for May	\$3,680.00
Interest paid to the City of Marshalltown Check # 2619	\$178.44
Deposit refund for application to the Marshalltown Water Works Check # 2620	\$3,405.00
Interest for May	\$179.31
<b>Balance on May 31</b>	<b>\$172,744.31</b>

# **MARSHALLTOWN WATER WORKS**

**Compiled Financial Statements  
And Supplementary Information**

**For the One Month Ended  
April 30, 2025**





# Income Summary

## Account Summary

Marshalltown Water Works, IA

For Fiscal: 2024-2025 Period Ending: 05/31/2025

		Annual Budget	Period Activity	Fiscal Activity	Percent Used
<b>Fund: 1 - WATER FUND</b>					
<b>Revenue Summary</b>					
<a href="#">1-501-000</a>	WATER SALES RESIDENTIAL	2,823,748.30	223750.84	2603659.59	92.21%
<a href="#">1-501-001</a>	WATER SALES MULTI-FAMILY	365,502.32	28718.05	341106.21	93.33%
<a href="#">1-501-002</a>	WATER SALES COMMERCIAL	756,036.76	49997.37	704038.39	93.12%
<a href="#">1-501-003</a>	WATER SALES IRRIGATION	94,158.71	10499.33	116111.66	123.31%
<a href="#">1-501-004</a>	WATER SALES INDUSTRIAL	3,417,858.06	232676.99	3257345.02	95.30%
<a href="#">1-501-005</a>	WATER SALES WHOLESALE	1,473,882.98	138144.35	1353468.4	91.83%
<a href="#">1-501-006</a>	WATER SALES NON METERED	6,358.69	314.28	10128.9	159.29%
<a href="#">1-601-000</a>	CITY CONTRACT SERVICES	80,000.00	6657.84	75438.19	94.30%
<a href="#">1-602-000</a>	PENALTIES	40,000.00	10501.58	87475.35	218.69%
<a href="#">1-603-000</a>	CUSTOMER SERVICE	10,000.00	5664	40439	404.39%
<a href="#">1-604-000</a>	TESTING LABORATORIES	3,000.00	294	2270	75.67%
<a href="#">1-605-000</a>	MERCHANDISE SALES	300	0	0	0.00%
<a href="#">1-606-000</a>	INTEREST	50,000.00	7017.81	127903.28	255.81%
<a href="#">1-607-000</a>	RENTALS	4,000.00	0	3712	92.80%
<a href="#">1-608-000</a>	MISC INCOME	30,000.00	15974.4	58040.02	193.47%
<a href="#">1-613-000</a>	CONNECTION FEES	20,000.00	512.6	9212.2	46.06%
<a href="#">1-614-000</a>	TAPPING FEES	2,000.00	0	1080	54.00%
<b>Total Revenue:</b>		<b>9,176,845.82</b>	<b>730,723.44</b>	<b>8,791,428.21</b>	<b>95.80%</b>

		Annual Budget	Period Activity	Fiscal Activity	Percent Used
<b>Expense Summary</b>					
EMPLOYEE SALARIES		2,082,715.00	193,449.98	1,930,572.09	92.69%
EMPLOYEE BENEFITS		815,700.00	56,356.43	674,841.54	82.73%
UTILITIES		733,350.00	32,067.35	465,268.80	63.44%
DEPRECIATION		702,066.00	59,048.30	649,570.36	92.52%
FUELS		42,761.00	1,701.57	28,761.13	67.26%
SUPPLIES		288,812.00	32,924.45	351,093.37	121.56%
MAINTENANCE		506,211.00	8,458.46	316,992.43	62.62%
CHEMICALS		1,229,531.00	83,798.00	931,288.40	75.74%
CONTRACT SERVICE		848,220.00	47,733.30	713,264.11	84.09%
<b>Total Expense:</b>		<b>7,249,366.00</b>	<b>515,537.84</b>	<b>6,061,652.23</b>	<b>83.62%</b>
<b>Retained Earnings:</b>					
		<b>1,927,479.82</b>	<b>215,185.60</b>	<b>2,729,775.98</b>	

## **DETAILED DEPARTMENT EXPENSES**

## Expense Report

## Account Summary

For the Period Ending 05/31/2025

		2024-2025 Annual Budget	2024-2025 May Activity	2023-2024 May Activity	2024-2025 YTD Activity	2023-2024 YTD Activity	Percent Used
<b>Department: 700 - PLANT</b>							
<b>ExpCategory: 1 - EMPLOYEE SALARIES</b>							
<a href="#">1-700-100</a>	SALARIES	630,861.00	48,749.69	45,754.48	595,324.20	559,337.52	94.37%
<b>ExpCategory 1 - EMPLOYEE SALARIES Total:</b>		<b>630,861.00</b>	<b>48,749.69</b>	<b>45,754.48</b>	<b>595,324.20</b>	<b>559,337.52</b>	<b>94.37%</b>
<b>ExpCategory: 2 - EMPLOYEE BENEFITS</b>							
<a href="#">1-700-201</a>	HEALTH INSURANCE	70,838.00	5,766.72	5,753.08	63,324.73	59,426.97	89.39%
<a href="#">1-700-202</a>	PENSION	25,520.00	2,021.31	1,912.37	25,192.43	23,464.39	98.72%
<a href="#">1-700-203</a>	IPERS	32,576.00	2,465.23	2,297.66	29,379.03	27,992.35	90.19%
<a href="#">1-700-204</a>	FICA/MED	48,261.00	3,560.60	3,331.30	43,825.45	41,087.90	90.81%
<a href="#">1-700-205</a>	LIFE INSURANCE	2,190.00	177.88	179.22	1,822.13	1,580.52	83.20%
<a href="#">1-700-207</a>	REGISTRATION	525.00	32.29	775.00	1,277.29	2,460.00	243.29%
<a href="#">1-700-208</a>	ANNUAL DUES	3,150.00	0.00	0.00	0.00	25.00	0.00%
<a href="#">1-700-209</a>	DENTAL INSURANCE	600.00	70.00	50.00	760.00	510.00	126.67%
<a href="#">1-700-211</a>	LODGING	2,100.00	0.00	0.00	606.20	194.70	28.87%
<a href="#">1-700-212</a>	FOOD	315.00	0.00	0.00	101.42	0.00	32.20%
<a href="#">1-700-213</a>	TRANSPORTATION	1,575.00	0.00	0.00	0.00	15.00	0.00%
<a href="#">1-700-214</a>	SAFETY / CLOTHING	2,888.00	193.50	0.00	2,339.54	1,951.39	81.01%
<a href="#">1-700-215</a>	SAFETY TRAINING	500.00	0.00	705.25	0.00	799.00	0.00%
<a href="#">1-700-216</a>	MEDICAL (WORK COMP)	11,354.00	0.00	0.00	0.00	0.00	0.00%
<b>ExpCategory 2 - EMPLOYEE BENEFITS Total:</b>		<b>202,392.00</b>	<b>14,287.53</b>	<b>15,003.88</b>	<b>168,628.22</b>	<b>159,507.22</b>	<b>83.32%</b>
<b>ExpCategory: 3 - UTILITIES</b>							
<a href="#">1-700-301</a>	ELECTRIC	671,807.00	28,394.37	25,654.41	418,473.78	410,093.55	62.29%
<a href="#">1-700-302</a>	GAS	32,500.00	1,899.63	2,182.81	22,526.06	25,024.90	69.31%
<a href="#">1-700-303</a>	TELEPHONE	1,485.00	0.00	93.00	1,250.27	1,023.00	84.19%
<a href="#">1-700-309</a>	INTERNET	3,500.00	428.75	210.18	2,330.07	2,577.13	66.57%
<b>ExpCategory 3 - UTILITIES Total:</b>		<b>709,292.00</b>	<b>30,722.75</b>	<b>28,140.40</b>	<b>444,580.18</b>	<b>438,718.58</b>	<b>62.68%</b>
<b>ExpCategory: 4 - DEPRECIATION</b>							
<a href="#">1-700-401</a>	PLANT DEPRECIATION	352,000.00	25,053.42	25406.13	275,587.62	279467.43	78.29%
<a href="#">1-700-406</a>	VEHICLE DEPR	10,140.00	3,368.71	1362.25	37,055.81	14984.75	365.44%
<b>ExpCategory 4 - DEPRECIATION Total:</b>		<b>362,140.00</b>	<b>28,422.13</b>	<b>26768.38</b>	<b>312,643.43</b>	<b>294452.18</b>	<b>86.33%</b>
<b>ExpCategory: 5 - FUELS</b>							
<a href="#">1-700-501</a>	GAS	3,000.00	275.87	237.97	2,598.54	2,596.80	86.62%
<a href="#">1-700-502</a>	OIL	385.00	0.00	0.00	256.14	7,644.56	66.53%
<a href="#">1-700-503</a>	GREASE	54.00	0.00	0.00	275.32	0.00	509.85%
<a href="#">1-700-504</a>	DIESEL	6,955.00	0.00	0.00	3,837.27	7,047.66	55.17%
<b>ExpCategory 5 - FUELS Total:</b>		<b>10,394.00</b>	<b>275.87</b>	<b>237.97</b>	<b>6,967.27</b>	<b>17,289.02</b>	<b>67.03%</b>
<b>ExpCategory: 6 - SUPPLIES</b>							
<a href="#">1-700-601</a>	LAB SUPPLIES	45,000.00	4,866.74	3,241.26	37,755.38	46,373.15	83.90%
<a href="#">1-700-602</a>	PLANT SUPPLIES	1,140.00	0.00	0.00	106.33	598.25	9.33%
<a href="#">1-700-603</a>	BUILDING SUPPLIES	1,700.00	63.99	0.00	994.82	934.85	58.52%
<a href="#">1-700-605</a>	GENERAL SUPPLIES	5,350.00	0.00	494.37	2,149.21	3,262.36	40.17%
<a href="#">1-700-606</a>	SAFETY EQUIPMENT	2,000.00	0.00	30.62	789.89	1,510.23	39.49%
<a href="#">1-700-607</a>	CLEANING SUPPLIES	500.00	15.98	33.08	247.41	568.27	49.48%
<a href="#">1-700-608</a>	HEALTH/FIRST AID	535.00	0.00	0.00	65.67	128.63	12.27%
<a href="#">1-700-610</a>	Operational Fees, Permits, & Certifications	0.00	0.00	0.00	0.00	1,293.28	
<b>ExpCategory 6 - SUPPLIES Total:</b>		<b>56,225.00</b>	<b>4,946.71</b>	<b>3,799.33</b>	<b>42,108.71</b>	<b>54,669.02</b>	<b>74.89%</b>
<b>ExpCategory: 7 - MAINTENANCE</b>							
<a href="#">1-700-701</a>	VEHICLE MAINT	2,000.00	0.00	82.48	570.50	1,635.73	28.53%
<a href="#">1-700-702</a>	EQUIP/MACHINE MAINT	150,000.00	1,447.04	210.26	114,751.84	131,945.52	76.50%
<a href="#">1-700-703</a>	GROUNDS MAINT	15,000.00	180.00	647.86	4,821.36	11,275.33	32.14%
<a href="#">1-700-704</a>	WELL FIELD MAINT	10,000.00	269.01	0.00	27,705.02	12,678.23	277.05%
<a href="#">1-700-710</a>	HEATING & AIR COND MAINT	20,000.00	0.00	251.04	9,154.01	5,647.25	45.77%
<a href="#">1-700-711</a>	BUILDING MAINT	5,000.00	0.00	410.97	7,182.47	8,262.07	143.65%
<a href="#">1-700-712</a>	COMPUTER MAINT	2,675.00	0.00	0.00	3,084.88	59.77	115.32%
<a href="#">1-700-713</a>	SAFETY EQUIPMENT MAINT	0.00	0.00	68.92	1,198.81	740.33	
<a href="#">1-700-714</a>	CIWA METER PIT REPAIR	0.00	0.00	0.00	0.00	60.77	
<a href="#">1-700-715</a>	GENERATOR	20,000.00	0.00	0.00	36,162.18	18,267.97	180.81%
<b>ExpCategory 7 - MAINTENANCE Total:</b>		<b>224,675.00</b>	<b>1,896.05</b>	<b>1,671.53</b>	<b>204,631.07</b>	<b>190,572.97</b>	<b>91.08%</b>

		2024-2025 Annual Budget	2024-2025 May Activity	2023-2024 May Activity	2024-2025 YTD Activity	2023-2024 YTD Activity	Percent Used
<a href="#">1-700-801</a>	LIME	879,225.00	61,233.90	68,281.95	676,035.28	592,857.61	76.89%
<a href="#">1-700-802</a>	CARBON-DIOXIDE/CO2	95,040.00	10,190.24	7,645.80	85,165.24	67,852.62	89.61%
<a href="#">1-700-803</a>	Chlorine/CL2	153,266.00	9,933.00	6,815.00	112,259.98	105,557.25	73.25%
<a href="#">1-700-804</a>	FLUORIDE	26,500.00	1,336.50	1,336.50	20,575.50	20,212.50	77.64%
<a href="#">1-700-805</a>	POLY-PHOSPHATE	51,000.00	0.00	5,271.00	26,019.00	35,658.00	51.02%
<a href="#">1-700-808</a>	AMMONIA	24,500.00	1,104.36	0.00	11,233.40	0.00	45.85%
<b>ExpCategory 8 - CHEMICALS Total:</b>		<b>1,229,531.00</b>	<b>83,798.00</b>	<b>89350.25</b>	<b>931,288.40</b>	<b>822137.98</b>	<b>75.74%</b>
<b>ExpCategory: 9 - CONTRACT SERVICE</b>							
<a href="#">1-700-908</a>	LIME SLUDGE REMOVAL	400,000.00	25,000.00	50,000.00	374,998.00	550,000.00	93.75%
<a href="#">1-700-911</a>	LABORATORY CONTRACT SERVICES	3,500.00	74.50	95.50	1,897.50	1,032.00	54.21%
<b>ExpCategory 9 - CONTRACT SERVICE Total:</b>		<b>403,500.00</b>	<b>25,074.50</b>	<b>50,095.50</b>	<b>376,895.50</b>	<b>551,032.00</b>	<b>93.41%</b>
<b>Department 700 - PLANT Total:</b>		<b>3,829,010.00</b>	<b>238,173.23</b>	<b>260,821.72</b>	<b>3,083,066.98</b>	<b>3,087,716.49</b>	<b>80.52%</b>

		2024-2025 Annual Budget	2024-2025 May Activity	2023-2024 May Activity	2024-2025 YTD Activity	2023-2024 YTD Activity	Percent Used
<b>Department: 750 - DISTRIBUTION</b>							
<b>ExpCategory: 1 - EMPLOYEE SALARIES</b>							
<a href="#">1-750-100</a>	SALARIES	605,768.00	49,792.27	55957.12	627,679.13	548095.48	103.62%
<b>ExpCategory 1 - EMPLOYEE SALARIES Total:</b>		<b>605,768.00</b>	<b>49,792.27</b>	<b>55957.12</b>	<b>627,679.13</b>	<b>548095.48</b>	<b>103.62%</b>
<b>ExpCategory: 2 - EMPLOYEE BENEFITS</b>							
<a href="#">1-750-201</a>	HEALTH INSURANCE	58,646.00	8,031.21	7,545.58	84,484.71	67,434.80	144.06%
<a href="#">1-750-202</a>	PENSION	8,578.00	0.00	591.38	969.04	7,481.42	11.30%
<a href="#">1-750-203</a>	IPERS	48,117.00	4,664.80	4,550.26	56,657.00	43,312.66	117.75%
<a href="#">1-750-204</a>	FICA/MED	46,341.00	3,534.76	4,087.79	45,440.86	40,231.42	98.06%
<a href="#">1-750-205</a>	LIFE INSURANCE	2,250.00	184.24	166.41	1,868.66	1,373.07	83.05%
<a href="#">1-750-206</a>	MILEAGE	420.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-750-207</a>	REGISTRATION	1,575.00	32.29	0.00	969.51	2,779.93	61.56%
<a href="#">1-750-208</a>	ANNUAL DUES	1,400.00	0.00	0.00	10,311.40	1,315.00	736.53%
<a href="#">1-750-209</a>	DENTAL INSURANCE	600.00	80.00	73.91	1,124.06	657.00	187.34%
<a href="#">1-750-210</a>	TUITION	0.00	0.00	0.00	34.14	810.00	0.00%
<a href="#">1-750-211</a>	LODGING	1,050.00	0.00	0.00	0.00	706.11	0.00%
<a href="#">1-750-212</a>	FOOD	630.00	0.00	0.00	199.99	211.70	31.74%
<a href="#">1-750-213</a>	TRANSPORTATION	1,050.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-750-214</a>	SAFETY / CLOTHING	3,500.00	0.00	1,513.98	4,025.80	6,738.25	115.02%
<a href="#">1-750-215</a>	SAFETY TRAINING	4,725.00	0.00	615.25	17.07	709.00	0.36%
<a href="#">1-750-216</a>	MEDICAL(WORK COMP)	12,615.00	0.00	0.00	-358.00	0.00	-2.84%
<b>ExpCategory 2 - EMPLOYEE BENEFITS Total:</b>		<b>191,497.00</b>	<b>16,527.30</b>	<b>19,144.56</b>	<b>205,744.24</b>	<b>173,760.36</b>	<b>107.44%</b>
<b>ExpCategory: 4 - DEPRECIATION</b>							
<a href="#">1-750-402</a>	DISTRIBUTION DEPR	209,544.00	17,087.59	15800.61	187,963.49	173806.71	89.70%
<a href="#">1-750-406</a>	VEHICLE DEPR	24,000.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-750-407</a>	EQUIPMENT DEPR	11,832.00	1,077.39	1077.39	11,851.29	11851.29	100.16%
<a href="#">1-750-408</a>	BOOSTER STATION DEPR	5,000.00	361.37	376.33	3,975.07	4139.63	79.50%
<b>ExpCategory 4 - DEPRECIATION Total:</b>		<b>250,376.00</b>	<b>18,526.35</b>	<b>17254.33</b>	<b>203,789.85</b>	<b>189797.63</b>	<b>81.39%</b>
<b>ExpCategory: 5 - FUELS</b>							
<a href="#">1-750-501</a>	GAS	13,500.00	981.90	1,396.72	11,997.73	12,550.74	88.87%
<a href="#">1-750-502</a>	OIL	1,800.00	0.00	53.62	1,726.40	2,637.47	95.91%
<a href="#">1-750-503</a>	GREASE	320.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-750-504</a>	DIESEL	10,000.00	336.74	535.68	5,798.12	7,992.80	57.98%
<b>ExpCategory 5 - FUELS Total:</b>		<b>25,620.00</b>	<b>1,318.64</b>	<b>1986.02</b>	<b>19,522.25</b>	<b>23181.01</b>	<b>76.20%</b>
<b>ExpCategory: 6 - SUPPLIES</b>							
<a href="#">1-750-601</a>	DISTRIBUTION SUPPLIES	35,000.00	1,069.82	2,586.62	33,263.39	20,798.24	95.04%
<a href="#">1-750-602</a>	SHOP SUPPLIES	10,000.00	157.47	80.85	3,012.39	4,688.67	30.12%
<a href="#">1-750-603</a>	LEAK SUPPLIES	50,000.00	0.00	4,231.98	160,425.06	42,605.54	320.85%
<a href="#">1-750-604</a>	CONCRETE AND ROCK	50,000.00	19,406.73	6,948.17	71,070.56	34,824.34	142.14%
<a href="#">1-750-605</a>	BOOSTER STATION SUPPLIES	2,675.00	0.00	0.00	0.00	506.77	0.00%
<a href="#">1-750-609</a>	COPIER/SUPPLIES/MAINT AG	2,535.00	0.00	0.00	0.00	0.00	0.00%
<b>ExpCategory 6 - SUPPLIES Total:</b>		<b>150,210.00</b>	<b>20,634.02</b>	<b>13,847.62</b>	<b>267,771.40</b>	<b>103,423.56</b>	<b>178.26%</b>
<b>ExpCategory: 7 - MAINTENANCE</b>							
<a href="#">1-750-701</a>	VEHICLE MAINT	3,210.00	193.06	245.84	8,807.32	3124.57	274.37%
<a href="#">1-750-702</a>	EQUIP/MACHINE MAINT	25,000.00	105.40	1,693.04	34,285.12	30,595.84	137.14%
<a href="#">1-750-705</a>	TOWER MAINT	165,000.00	0.00	0.00	8,601.80	91.25	5.21%
<a href="#">1-750-706</a>	WELL FIELD MAINT	10,000.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-750-707</a>	RESERVOIR MAINT	0.00	0.00	0.00	0.00	24,470.00	0.00%
<a href="#">1-750-708</a>	BOOSTER STATION MAINT	1,017.00	0.00	0.00	0.00	1,535.71	0.00%
<a href="#">1-750-713</a>	SAFETY EQUIPMENT MAINT	0.00	0.00	0.00	0.00	27.50	0.00%
<b>ExpCategory 7 - MAINTENANCE Total:</b>		<b>204,227.00</b>	<b>298.46</b>	<b>1,938.88</b>	<b>51,694.24</b>	<b>59,844.87</b>	<b>25.31%</b>
<b>Department 750 - DISTRIBUTION Total:</b>		<b>1,427,698.00</b>	<b>107,097.04</b>	<b>110,128.53</b>	<b>1,376,201.11</b>	<b>1,098,102.91</b>	<b>96.39%</b>

		2024-2025 Annual Budget	2024-2025 May Activity	2023-2024 May Activity	2024-2025 YTD Activity	2023-2024 YTD Activity	Percent Used
<b>Department: 780 - SERVICE</b>							
<b>ExpCategory: 1 - EMPLOYEE SALARIES</b>							
<a href="#">1-780-100</a>	SALARIES	207,827.00	0.00	3,248.00	26,505.04	100,798.25	12.75%
<b>ExpCategory 1 - EMPLOYEE SALARIES Total:</b>		<b>207,827.00</b>	<b>0.00</b>	<b>3,248.00</b>	<b>26,505.04</b>	<b>100,798.25</b>	<b>12.75%</b>
<b>ExpCategory: 2 - EMPLOYEE BENEFITS</b>							
<a href="#">1-780-201</a>	HEALTH INSURANCE	36,278.00	-324.71	410.46	1,085.99	9,941.95	2.99%
<a href="#">1-780-203</a>	IPERS	19,619.00	0.00	280.38	2,460.62	9,489.07	12.54%
<a href="#">1-780-204</a>	FICA/MED	15,899.00	0.00	226.10	1,846.90	7,422.39	11.62%
<a href="#">1-780-205</a>	LIFE INSURANCE	780.00	63.53	76.80	663.12	661.29	85.02%
<a href="#">1-780-206</a>	MILEAGE	1,050.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-780-207</a>	REGISTRATION	2,625.00	0.00	0.00	92.10	0.00	3.51%
<a href="#">1-780-208</a>	ANNUAL DUES	525.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-780-209</a>	DENTAL INSURANCE	240.00	0.00	6.09	43.37	123.00	18.07%
<a href="#">1-780-211</a>	LODGING	500.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-780-212</a>	FOOD	315.00	0.00	0.00	39.37	0.00	12.50%
<a href="#">1-780-214</a>	SAFETY / CLOTHING	750.00	29.49	0.00	345.18	109.99	46.02%
<a href="#">1-780-215</a>	SAFETY TRAINING	0.00	0.00	615.25	0.00	709.00	
<a href="#">1-780-216</a>	MEDICAL(WORK COMP)	3,785.00	0.00	0.00	0.00	0.00	0.00%
<b>ExpCategory 2 - EMPLOYEE BENEFITS Total:</b>		<b>82,366.00</b>	<b>-231.69</b>	<b>1,615.08</b>	<b>6,576.65</b>	<b>28,456.69</b>	<b>7.98%</b>
<b>ExpCategory: 4 - DEPRECIATION</b>							
<a href="#">1-780-403</a>	METER DEPR	41,040.00	8,687.12	2,560.78	95,558.32	28,168.58	232.84%
<a href="#">1-780-406</a>	VEHICLE DEPR	13,300.00	0.00	1,010.24	0.00	11,112.65	0.00%
<b>ExpCategory 4 - DEPRECIATION Total:</b>		<b>54,340.00</b>	<b>8,687.12</b>	<b>3,571.02</b>	<b>95,558.32</b>	<b>39,281.23</b>	<b>175.85%</b>
<b>ExpCategory: 5 - FUELS</b>							
<a href="#">1-780-501</a>	GAS	6,420.00	107.06	260.19	2,257.62	2,995.14	35.17%
<a href="#">1-780-502</a>	OIL	300.00	0.00	0.00	13.99	155.99	4.66%
<a href="#">1-780-503</a>	GREASE	27.00	0.00	0.00	0.00	0.00	0.00%
<b>ExpCategory 5 - FUELS Total:</b>		<b>6,747.00</b>	<b>107.06</b>	<b>260.19</b>	<b>2,271.61</b>	<b>3,151.13</b>	<b>33.67%</b>
<b>ExpCategory: 6 - SUPPLIES</b>							
<a href="#">1-780-602</a>	SHOP SUPPLIES	1,000.00	78.65	0.00	310.92	258.86	31.09%
<a href="#">1-780-603</a>	SERVICE REPAIR SUPPLIES	2,000.00	0.00	25.97	1,116.98	1,628.97	55.85%
<a href="#">1-780-604</a>	METER REPAIR SUPPLIES	5,885.00	0.00	0.00	3,864.91	416.73	65.67%
<a href="#">1-780-605</a>	GENERAL SUPPLIES	1,000.00	0.00	109.57	4,304.37	325.15	430.44%
<b>ExpCategory 6 - SUPPLIES Total:</b>		<b>9,885.00</b>	<b>78.65</b>	<b>135.54</b>	<b>9,597.18</b>	<b>2,629.71</b>	<b>97.09%</b>
<b>ExpCategory: 7 - MAINTENANCE</b>							
<a href="#">1-780-701</a>	VEHICLE MAINT	2,675.00	0.00	0.00	275.95	340.93	10.32%
<a href="#">1-780-702</a>	EQUIPMENT MAINT	1,000.00	0.00	0.00	0.00	0.00	0.00%
<a href="#">1-780-713</a>	SAFETY EQUIPMENT MAINT	0.00	0.00	0.00	0.00	27.50	
<b>ExpCategory 7 - MAINTENANCE Total:</b>		<b>3,675.00</b>	<b>0.00</b>	<b>0.00</b>	<b>275.95</b>	<b>368.43</b>	<b>7.51%</b>
<b>Department 780 - SERVICE Total:</b>		<b>364,840.00</b>	<b>8,641.14</b>	<b>8,829.83</b>	<b>140,784.75</b>	<b>174,685.44</b>	<b>38.59%</b>

		2024-2025 Annual Budget	2024-2025 May Activity	2023-2024 May Activity	2024-2025 YTD Activity	2023-2024 YTD Activity	Percent Used
<b>Department: 790 - OFFICE</b>							
<b>ExpCategory: 1 - EMPLOYEE SALARIES</b>							
<a href="#">1-790-100</a>	SALARIES	638,259.00	94,908.02	39,602.53	681,063.72	483,987.90	106.71%
<b>ExpCategory 1 - EMPLOYEE SALARIES Total:</b>		<b>638,259.00</b>	<b>94,908.02</b>	<b>39,602.53</b>	<b>681,063.72</b>	<b>483,987.90</b>	<b>106.71%</b>
<b>ExpCategory: 2 - EMPLOYEE BENEFITS</b>							
<a href="#">1-790-201</a>	HEALTH INSURANCE	57,655.00	1,887.57	2,781.70	31,633.35	33,014.64	54.87%
<a href="#">1-790-202</a>	PENSION	26,199.00	2,349.83	1,968.18	32,430.18	23,030.14	123.78%
<a href="#">1-790-203</a>	IPERS	36,239.00	2,602.31	1,656.84	26,131.37	21,340.30	72.11%
<a href="#">1-790-204</a>	FICA/MED	51,811.00	7,137.56	2,902.55	50,320.41	35,439.14	97.12%
<a href="#">1-790-205</a>	LIFE INSURANCE	2,610.00	209.63	217.61	2,153.65	1,776.41	82.52%
<a href="#">1-790-206</a>	MILEAGE	1,050.00	0.00	0.00	386.82	880.41	36.84%
<a href="#">1-790-207</a>	REGISTRATION	4,000.00	0.00	0.00	4,112.15	2,466.15	102.80%
<a href="#">1-790-208</a>	ANNUAL DUES & SUBSCRIPTIONS	11,485.00	640.00	0.00	12,774.99	12,858.25	111.23%
<a href="#">1-790-209</a>	DENTAL INSURANCE	720.00	30.00	40.00	430.00	440.00	59.72%
<a href="#">1-790-210</a>	TUITION	0.00	0.00	0.00	1,889.75	0.00	
<a href="#">1-790-211</a>	LODGING	2,650.00	820.44	0.00	2,751.96	2,519.27	103.85%
<a href="#">1-790-212</a>	FOOD	2,100.00	95.95	0.00	518.14	316.22	24.67%
<a href="#">1-790-213</a>	TRANSPORTATION	3,885.00	0.00	0.00	40.00	907.76	1.03%
<a href="#">1-790-214</a>	SAFETY / CLOTHING	210.00	0.00	0.00	99.13	0.00	47.20%
<a href="#">1-790-215</a>	SAFETY TRAINING	0.00	0.00	705.25	0.00	799.00	
<a href="#">1-790-216</a>	MEDICAL(WORK COMP)	8,831.00	0.00	0.00	0.00	232.00	0.00%
<a href="#">1-790-218</a>	IOWA WORKFORCE WAGE REIMB	0.00	0.00	0.00	8,220.53	0.00	
<a href="#">1-790-220</a>	PENSION SUPPLEMENT	130,000.00	10,000.00	10,000.00	120,000.00	120,000.00	92.31%
<b>ExpCategory 2 - EMPLOYEE BENEFITS Total:</b>		<b>339,445.00</b>	<b>25,773.29</b>	<b>20,272.13</b>	<b>293,892.43</b>	<b>256,019.69</b>	<b>86.58%</b>
<b>ExpCategory: 3 - UTILITIES</b>							
<a href="#">1-790-301</a>	ELECTRIC	11,550.00	648.63	498.82	8,632.67	7,349.79	74.74%
<a href="#">1-790-302</a>	GAS	3,000.00	95.13	127.90	3,413.35	2,571.43	113.78%
<a href="#">1-790-303</a>	TELEPHONE	3,300.00	357.35	214.15	2,585.13	2,432.95	78.34%
<a href="#">1-790-304</a>	STORM SEWER	1,500.00	0.00	0.00	1,096.00	1,032.00	73.07%
<a href="#">1-790-309</a>	INTERNET	4,708.00	243.49	137.32	4,961.47	4,586.85	105.38%
<b>ExpCategory 3 - UTILITIES Total:</b>		<b>24,058.00</b>	<b>1,344.60</b>	<b>978.19</b>	<b>20,688.62</b>	<b>17,973.02</b>	<b>85.99%</b>
<b>ExpCategory: 4 - DEPRECIATION</b>							
<a href="#">1-790-404</a>	BUILDING DEPR	21,230.00	1,683.72	1,726.19	18,520.92	18,988.09	87.24%
<a href="#">1-790-405</a>	CAPITAL IMPROVEMENT DEPR	0.00	0.00	5.58	39.06	61.39	
<a href="#">1-790-407</a>	EQUIPMENT DEPR	13,980.00	1,728.98	1,242.55	19,018.78	13,668.05	136.04%
<b>ExpCategory 4 - DEPRECIATION Total:</b>		<b>35,210.00</b>	<b>3,412.70</b>	<b>2,974.32</b>	<b>37,578.76</b>	<b>32,717.53</b>	<b>106.73%</b>
<b>ExpCategory: 6 - SUPPLIES</b>							
<a href="#">1-790-601</a>	BILLING SUPPLIES	7,000.00	6,269.56	-200.44	14,123.36	5,308.56	201.76%
<a href="#">1-790-602</a>	ADMIN SUPPLIES	642.00	361.88	0.00	759.30	0.00	118.27%
<a href="#">1-790-604</a>	BUILDING SUPPLIES	0.00	0.00	0.00	321.77	447.80	
<a href="#">1-790-605</a>	GENERAL SUPPLIES	49,000.00	474.37	204.00	8,081.38	5,365.39	16.49%
<a href="#">1-790-606</a>	SAFETY EQUIPMENT	0.00	0.00	0.00	627.41	22.99	
<a href="#">1-790-607</a>	CLEANING SUPPLIES	0.00	130.32	0.00	595.27	359.95	
<a href="#">1-790-608</a>	HEALTH/FIRST AID	1,000.00	28.94	0.00	449.80	233.10	44.98%
<a href="#">1-790-609</a>	COPIER SUPPLIES / MAINTENANCE AGREEMEN	5,350.00	0.00	0.00	3,153.94	2,123.12	58.95%
<a href="#">1-790-610</a>	Operational Fees, Permits, & Certifications	9,500.00	0.00	0.00	3,503.85	3,455.86	36.88%
<b>ExpCategory 6 - SUPPLIES Total:</b>		<b>72,492.00</b>	<b>7,265.07</b>	<b>3.56</b>	<b>31,616.08</b>	<b>17,316.77</b>	<b>43.61%</b>
<b>ExpCategory: 7 - MAINTENANCE</b>							
<a href="#">1-790-703</a>	GROUNDS MAINT	0.00	612.99	0.00	678.72	65.73	
<a href="#">1-790-709</a>	OFFICE MACHINE MAINT	2,675.00	360.00	360.00	477.26	1,825.80	17.84%
<a href="#">1-790-710</a>	HEATING & AIR COND MAINT	749.00	0.00	0.00	0.00	447.92	0.00%
<a href="#">1-790-711</a>	BUILDING MAINT	3,210.00	0.00	175.00	899.63	2,156.91	28.03%
<a href="#">1-790-712</a>	COMPUTER MAINT	67,000.00	5,290.96	4,674.72	58,335.56	48,551.53	87.07%
<b>ExpCategory 7 - MAINTENANCE Total:</b>		<b>73,634.00</b>	<b>6,263.95</b>	<b>5,209.72</b>	<b>60,391.17</b>	<b>53,047.89</b>	<b>82.02%</b>

		2024-2025	2024-2025	2023-2024	2024-2025	2023-2024	Percent
		Annual Budget	May Activity	May Activity	YTD Activity	YTD Activity	Used
<b>ExpCategory: 9 - CONTRACT SERVICE</b>							
<a href="#">1-790-902</a>	INSURANCE	96,000.00	2,825.77	2,231.14	31,083.47	24,542.54	32.38%
<a href="#">1-790-904</a>	BANKING SERVICES	53,500.00	5,299.42	4,436.74	51,316.23	42,120.47	95.92%
<a href="#">1-790-905</a>	CLEANING SERVICES	12,840.00	820.20	500.00	7,982.25	7,345.37	62.17%
<a href="#">1-790-906</a>	ENGINEERING SERVICES	32,100.00	0.00	27,514.41	21,950.36	27,514.41	68.38%
<a href="#">1-790-909</a>	LEGAL SERVICES	22,000.00	2,037.50	4,212.50	72,323.70	26,044.50	328.74%
<a href="#">1-790-910</a>	ACCOUNTING SERVICES	42,800.00	7,500.00	0.00	27,840.80	24,932.12	65.05%
<a href="#">1-790-911</a>	POSTAGE	50,000.00	2,460.00	2,888.26	29,903.51	24,330.87	59.81%
<a href="#">1-790-912</a>	PUBLIC NOTICES	5,000.00	248.41	179.50	4,325.27	4,013.54	86.51%
<a href="#">1-790-922</a>	ONE CALL LOCATE CHARGES	4,280.00	1,467.50	343.30	8,738.00	2,777.20	204.16%
<a href="#">1-790-950</a>	BAD DEBT	0.00	0.00	2,074.83	0.00	66,667.27	
<a href="#">1-790-953</a>	INTEREST EXPENSE	110,000.00	0.00	0.00	46,560.00	49,960.00	42.33%
<a href="#">1-790-954</a>	BOARD COMPENSATION	900.00	0.00	0.00	900.00	900.00	100.00%
<a href="#">1-790-956</a>	SECURITY	5,000.00	0.00	0.00	2,745.00	0.00	54.90%
<a href="#">1-790-958</a>	ECONOMIC DEVELOPMENT	10,300.00	0.00	0.00	10,239.00	10,229.00	99.41%
<a href="#">1-790-960</a>	Bank Adjustment	0.00	0.00	0.00	-832.14	0.00	
<a href="#">1-790-962</a>	Penalties & Interest	0.00	0.00	0.00	21,293.16	0.00	
<b>ExpCategory 9 - CONTRACT SERVICE Total:</b>		<b>444,720.00</b>	<b>22,658.80</b>	<b>44,380.68</b>	<b>336,368.61</b>	<b>311,377.29</b>	<b>75.64%</b>
<b>Department 790 - OFFICE Total:</b>		<b>1,627,818.00</b>	<b>161,626.43</b>	<b>113,421.13</b>	<b>1,461,599.39</b>	<b>1,172,440.09</b>	<b>89.79%</b>



## **DETAILED WATER WORKS BALANCE SHEET**

# Balance Sheet

## Account Summary

As Of 05/31/2025

Account	Name	Balance
<b>Fund: 1 - WATER FUND</b>		
<b>Assets</b>		
<a href="#">1-101-000</a>	CASH ON HAND	1,238.00
<a href="#">1-102-000</a>	PETTY CASH	300.00
<a href="#">1-103-000</a>	CASH IN BANK	6,354,006.70
<a href="#">1-105-000</a>	LESS : SINKING FUNDS	-440,119.92
<a href="#">1-130-000</a>	ACCOUNTS RECEIVABLE	544,856.21
<a href="#">1-130-001</a>	ACCOUNTS RECEIVABLE-AMP	-6,001.48
<a href="#">1-130-002</a>	UNAPPLIED CREDITS	-39,262.95
<a href="#">1-130-004</a>	NON CURRENT RECEIVABLES	37,177.70
<a href="#">1-131-000</a>	MISC AR BILLINGS	149,271.49
<a href="#">1-131-002</a>	MISC AR UNAPPLIED CREDITS	-100,128.11
<a href="#">1-132-000</a>	INTEREST RECEIVABLE	6,999.08
<a href="#">1-137-000</a>	PREPAID INSURANCE	171,183.84
<a href="#">1-139-000</a>	PREPAID BILLING SUPPLIES	0.00
<a href="#">1-140-000</a>	MERCHANDISE FOR RESALE	0.00
<a href="#">1-141-000</a>	PREPAID LIME SLUDGE	-82,998.00
<a href="#">1-142-000</a>	PREPAID COMPUTER MAINT	71,852.92
<a href="#">1-144-000</a>	DERECHO DAMAGER TRACKING ACCT	0.00
<a href="#">1-145-000</a>	SINKING FUND	440,119.92
<a href="#">1-151-000</a>	TEMP CASH INVESTMENT	308,024.74
<a href="#">1-154-000</a>	CAPITAL RESERVE INVESTMEN	514,417.60
<a href="#">1-156-000</a>	IMPROVEMENT FUND	-100,000.00
<a href="#">1-170-000</a>	LAND	1,115,720.58
<a href="#">1-171-000</a>	CONSTRUCTION IN PROGRESS	3,533,179.06
<a href="#">1-172-000</a>	PLANT & SOURCE OF SUPPLY	20,224,264.73
<a href="#">1-173-000</a>	ACCUMULATED DEPR - PLANT	-11,600,859.17
<a href="#">1-174-000</a>	DISTRIBUTION SYSTEM & PIPE	17,565,986.58
<a href="#">1-175-000</a>	ACCUM DEPR DISTRIBUTION	-4,943,599.15
<a href="#">1-176-000</a>	METERS	4,845,372.69
<a href="#">1-177-000</a>	ACCUM DEPR - METERS	-1,443,139.57
<a href="#">1-178-000</a>	MACHINE & EQUIPMENT	640,416.83
<a href="#">1-179-000</a>	ACCUM DEPR - MACH & EQUIP	-434,429.85
<a href="#">1-180-000</a>	VEHICLES	461,100.09
<a href="#">1-181-000</a>	ACCUM DEPR - VEHICLES	-289,433.63
<a href="#">1-182-000</a>	CAPITAL IMPROVEMENTS	113,916.16
<a href="#">1-183-000</a>	ACCUM DEPR - CAPITAL IMPROVEME	-93,531.11
<a href="#">1-184-000</a>	CAPITAL IMPROV - BUILDINGS	868,242.49
<a href="#">1-185-000</a>	ACCUM DEPR - BUILDINGS	-527,164.70
<a href="#">1-186-000</a>	OFFICE EQUIPMENT	593,897.91
<a href="#">1-187-000</a>	ACCUM DEPR - OFFICE EQUIPMENT	-457,257.37
<a href="#">1-188-000</a>	BOOSTER STATION	220,652.58
<a href="#">1-189-000</a>	ACCUM DEPR - BOOSTER STATION	-109,682.81
<a href="#">1-191-000</a>	UNBILLED WATER USAGE	667,760.07
<a href="#">1-192-000</a>	Deferred Outflow - Pension	32,121.00
<a href="#">1-193-000</a>	Deferred Outflow Resources - IPERS	290,047.00
<b>Total Assets:</b>		<b>39,104,518.15</b>
		<b><u>39,104,518.15</u></b>
<b>Liability</b>		
<a href="#">1-220-000</a>	ACCOUNTS PAYABLE	521,403.85
<a href="#">1-221-000</a>	A/P PENDING	-20,920.17
<a href="#">1-222-004</a>	PAYABLE TO LANDFILL FUND	0.00
<a href="#">1-223-000</a>	DEFERRED AMP REVENUE	-6,138.40
<a href="#">1-225-001</a>	CURRENT REFUNDS PAYABLE	8,975.34
<a href="#">1-226-000</a>	BOND INTEREST PAYABLE	7,654.00
<a href="#">1-228-001</a>	FEDERAL WITHHOLDING	0.00
<a href="#">1-228-002</a>	FICA/MED WITHHOLDING	5,296.45
<a href="#">1-228-003</a>	STATE WITHHOLDING	0.00
<a href="#">1-228-004</a>	UNITED WAY	0.00

<a href="#">1-228-005</a>	UNION DUES	0.00
<a href="#">1-228-006</a>	INS WITHHELD	0.00
<a href="#">1-228-007</a>	PRETAX INSURANCE WITHHELD	0.00
<a href="#">1-228-008</a>	UNREIMB MEDICAL	0.00
<a href="#">1-228-010</a>	PENSION	2,232.61
<a href="#">1-228-011</a>	IPERS	4,437.04
<a href="#">1-228-012</a>	COBRA	-4.59
<a href="#">1-228-014</a>	INS DEDUCTIBLE WITHHELD	-40,699.17
<a href="#">1-228-015</a>	VOLUNTARY LIFE INSURANCE	0.00
<a href="#">1-228-016</a>	CHILD SUPPORT	0.00
<a href="#">1-228-017</a>	AFLAC	18.18
<a href="#">1-228-018</a>	DENTAL INSURANCE WITHHELD	10.00
<a href="#">1-228-019</a>	VISION INSURANCE WITHHELD	0.00
<a href="#">1-228-020</a>	ACCRUED VACATION	193,084.22
<a href="#">1-228-021</a>	ACCRUED PAYROLL	72,255.40
<a href="#">1-228-022</a>	HSA	0.00
<a href="#">1-229-000</a>	ACCRUED SALES TAX	40,263.85
<a href="#">1-229-001</a>	AR MISC STATE SALES TAX	-375.79
<a href="#">1-229-002</a>	AR MISC CITY SALES TAX	298.79
<a href="#">1-229-003</a>	AR MISC SCHOOL SALES TAX	0.00
<a href="#">1-239-000</a>	SRF LOAN	2,348,174.33
<a href="#">1-240-000</a>	WA REVENUE CAPITAL LOAN NOTE	4,656,000.00
<a href="#">1-242-000</a>	Deferred Inflow of Resources - Pension	34,430.00
<a href="#">1-243-000</a>	Deferred Inflows of Resources - IPERS	10,389.00
<a href="#">1-244-000</a>	Net Pension Liability-Pension	1,132,109.00
<a href="#">1-245-000</a>	Net Pension Liabilities -IPERS	503,612.00
	<b>Total Liability:</b>	<b>9,472,505.94</b>

#### Equity

<a href="#">1-270-000</a>	RETAINED EARNINGS	26,902,236.23
	<b>Total Beginning Equity:</b>	<b>26,902,236.23</b>
Total Revenue		8,791,428.21
Total Expense		6,061,652.23
<b>Revenues Over/Under Expenses</b>		<b>2,729,775.98</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>29,632,012.21</b>

**Total Liabilities, Equity and Current Surplus (Deficit):** 39,104,518.15

# Pooled Cash Report

Marshalltown Water Works, IA  
For the Period Ending 5/31/2025

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<b><u>CLAIM ON CASH</u></b>					
<a href="#">1-103-000</a>	CASH IN BANK	6,130,057.62	223,949.08	6,354,006.70	
<a href="#">2-103-000</a>	CLAIM ON CASH IN BANK	461,654.21	-23,542.48	438,111.73	
<a href="#">3-103-000</a>	CLAIM ON CASH IN BANK	126,075.50	-19,453.69	106,621.81	
<a href="#">4-103-000</a>	CLAIM ON CASH IN BANK	12,927.24	-308.69	12,618.55	
<a href="#">6-106-000</a>	SEWER DEPOSITS CASH	171,770.30	340.00	172,110.30	
<a href="#">7-104-000</a>	WATER DEPOSITS CASH	129,237.78	798.53	130,036.31	
<b>TOTAL CLAIM ON CASH</b>		<u>7,031,722.65</u>	<u>181,782.75</u>	<u>7,213,505.40</u>	
<b><u>CASH IN BANK</u></b>					
<b>Cash in Bank</b>					
<a href="#">9-103-000</a>	POOLED CASH	6,859,292.35	181,442.75	7,040,735.10	
<a href="#">9-106-000</a>	POOL CASH - SW DEPOSITS	<u>172,430.30</u>	<u>340.00</u>	<u>172,770.30</u>	
<b>TOTAL: Cash in Bank</b>		<u>7,031,722.65</u>	<u>181,782.75</u>	<u>7,213,505.40</u>	
<b>TOTAL CASH IN BANK</b>		<u>7,031,722.65</u>	<u>181,782.75</u>	<u>7,213,505.40</u>	
<b><u>DUE TO OTHER FUNDS</u></b>					
<a href="#">9-222-000</a>	DUE TO OTHER FUNDS	6,848,007.35	178,037.75	7,026,045.10	
<a href="#">9-222-006</a>	DUE TO SW MTR DEPOSITS	<u>183,715.30</u>	<u>3,745.00</u>	<u>187,460.30</u>	
<b>TOTAL DUE TO OTHER FUNDS</b>		<u>7,031,722.65</u>	<u>181,782.75</u>	<u>7,213,505.40</u>	
Claim on Cash	7,213,505.40	Claim on Cash	7,213,505.40	Cash in Bank	7,213,505.40
Cash in Bank	<u>7,213,505.40</u>	Due To Other Funds	<u>7,213,505.40</u>	Due To Other Funds	<u>7,213,505.40</u>
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<b><u>ACCOUNTS PAYABLE PENDING</u></b>					
<a href="#">1-221-000</a>	A/P PENDING	-20,920.17	0.00	-20,920.17	
<a href="#">2-221-000</a>	A/P PENDING	0.00	0.00	0.00	
<a href="#">3-221-000</a>	A/P PENDING	0.00	0.00	0.00	
<a href="#">4-221-000</a>	A/P PENDING	0.00	0.00	0.00	
<a href="#">6-221-000</a>	A/P PENDING	0.00	0.00	0.00	
<b>TOTAL ACCOUNTS PAYABLE PENDING</b>		<u>-20,920.17</u>	<u>0.00</u>	<u>-20,920.17</u>	
<b><u>DUE FROM OTHER FUNDS</u></b>					
<a href="#">9-190-001</a>	DUE FROM WATER FUND	0.00	0.00	0.00	
<a href="#">9-190-002</a>	DUE FROM SEWER FUND	0.00	0.00	0.00	
<a href="#">9-190-003</a>	DUE FROM STORM SEWER FUND	0.00	0.00	0.00	
<a href="#">9-190-004</a>	DUE FROM LANDFILL FUND	0.00	0.00	0.00	
<a href="#">9-190-006</a>	DUE FROM SW MTR DEPOSIT	0.00	0.00	0.00	
<b>TOTAL DUE FROM OTHER FUNDS</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b><u>ACCOUNTS PAYABLE</u></b>					
<a href="#">9-221-000</a>	ACCOUNT PAYABLE	0.00	0.00	0.00	
<b>TOTAL ACCOUNTS PAYABLE</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
<b>AP Pending</b>	-20,920.17	<b>AP Pending</b>	-20,920.17	<b>Due From Other Funds</b>	0.00
<b>Due From Other Funds</b>	<u>0.00</u>	<b>Accounts Payable</b>	<u>0.00</u>	<b>Accounts Payable</b>	<u>0.00</u>
<b>Difference</b>	<u>-20,920.17</u>	<b>Difference</b>	<u>-20,920.17</u>	<b>Difference</b>	<u>0.00</u>

MARSHALLTOWN WATER WORKS  
INVESTMENT BREAKDOWN  
MAY 2025

ACCOUNT	FUND	MAY INTEREST RATE	APRIL INTEREST RATE	DATE ISSUED	DATE MATURED	CURRENT VALUE	PREVIOUS VALUE
UNITED BANK & TRUST		1.26%	1.26%	07/01/07	DAILY	\$ 6,999,819.05	\$ 6,821,606.11
UNITED BANK & TRUST - SWEEP ACCT		1.26%	1.26%	07/03/17	DAILY	\$ 1,000.00	\$ 1,000.00
TRANSFER IN TRANSIT(SWEEP TO OP)						\$ 1.03	\$ 1.03
CD 71418 (Farmers Savings Bank)	General	4.24%	4.24%	03/06/25	03/06/26	\$ 100,000.00	\$ 100,000.00
CD 1057780 Pinnacle Bank	Cap Reserve	4.55%	4.55%	12/30/24	12/30/25	\$ 300,000.00	\$ 300,000.00
CD 740777648 MidWestOne Bank	General	4.37%	4.37%	10/17/24	10/17/25	\$ 100,000.00	\$ 100,000.00
CD 15922 United Bank & Trust	General	4.55%	4.55%	09/19/24	09/19/25	\$ 100,000.00	\$ 100,000.00
CD 15923 United Bank & Trust	General	4.55%	4.55%	09/19/24	09/19/25	\$ 100,000.00	\$ 100,000.00
<b>SUB TOTAL</b>						\$ 7,700,820.08	\$ 7,522,607.14

**CURRENT TOTAL** \$ 7,700,820.08

**Current Average Monthly Yield** 1.553%

**LAST MONTH TOTAL** \$7,522,607.14

**Last Month Average Monthly Yield** 1.560%

**LAST YEAR TOTAL** \$7,561,826.76

**Last Year Average Monthly Yield** 1.642%

MARSHALLTOWN WATER WORKS  
CAPITAL IMPROVEMENTS  
JULY 1, 2024 - JUNE 30, 2025

AS OF MAY 31, 2025

	Project		BUDGET	EXPENDITURES			REMAINING
	#		2024-2025	2024-2025	PRIOR YEARS	PROJECT TOTAL	EXPENDITURES
<b>1172-000-PLANT &amp; SOURCE OF SUPPLY</b>							
Inspect/Rehab 2 Wells	135	21904	\$510,000.00	\$417,382.99	\$282,395.90	\$699,778.89	\$92,617.01
Chemical Feed System upgrades	143	12005	\$12,200.00	\$12,168.02		\$12,168.02	
Treatment Expansion	144	12006	\$200,000.00	\$93,152.91	\$2,817,942.61	\$2,911,095.52	\$106,847.09
Wellfield Expansion	148	22101	\$150,000.00	\$59,952.81	\$185,641.76	\$245,594.57	\$90,047.19
PLC Upgrade	136	12002	\$1,500.00	\$1,477.78	\$362,240.16	\$363,717.94	\$22.22
Plumbing Replacement	163	12501	\$103,000.00	\$15,504.53	\$32,597.08	\$48,101.61	\$87,495.47
Electrical Upgrades			\$500.00	\$464.10		\$464.10	
HVAC Replacement	164	12502	\$15,000.00	\$8,700.00		\$8,700.00	\$6,300.00
<b>1170-000-LAND</b>							
<b>1174-000-DISTRIBUTION SYSTEM</b>							
Valve and Hydrant Replacement			\$75,000.00	\$31,538.77		\$31,538.77	\$43,461.23
West High St Main Replacement	162	32403	\$300,000.00	\$148,246.42		\$148,246.42	\$151,753.58
City/MWW Projects							
- State Street	150	32102	\$354,750.00	\$92,427.98	\$289,654.28	\$382,082.26	\$262,322.02
- Main Street	165	32501	\$250,000.00				\$250,000.00
South Tower Exterior Coating			\$140,000.00	\$139,307.86	\$512.34	\$139,820.20	
Water Tower Repairs	161	32312	\$50,000.00	\$21,052.50	\$119,678.48	\$140,730.98	\$28,947.50
<b>1176-000 - METERS</b>							
- Routine Meter Program				(\$933.46)	\$257,213.70	\$256,280.24	
- Meter/Touch Pad Upgrade Program	155	92301	\$1,600,000.00	\$1,588,100.23	\$1,183,684.61	\$2,771,784.84	
<b>1178-000 - EQUIPMENT</b>							
Dump Truck			\$143,250.00	\$143,249.55	\$46,645.00	\$189,894.55	
<b>1180-000-VEHICLES</b>			\$40,000.00	\$39,801.90		\$39,801.90	\$198.10
<b>1182-000-GENERAL</b>							
<b>1184-000-BUILDING</b>							
Alley Resurfacing	166	52501	\$25,000.00				\$25,000.00
Replace Flooring	167	52502	\$15,000.00				\$15,000.00
Remaining Office Building Interior Updates	137	52001	\$250.00	\$251.05	\$11,954.15	\$12,205.20	
Security Camera			\$3,700.00	\$3,710.00		\$3,710.00	
<b>1186-000-OFFICE EQUIPMENT</b>							
Radio Replacement	159	102301	\$22,200.00	\$22,226.79	\$19,204.18	\$41,430.97	
Computer Replacements	156	102201	\$41,000.00	\$39,919.32	\$27,203.52	\$67,122.84	\$1,080.68
Tyler Programming Upgrade	158	102203	\$12,000.00	\$11,835.00	\$26,626.84	\$38,461.84	\$165.00
Work Order Program			\$10,000.00				\$10,000.00
<b>1188-000 BOOSTER STATION</b>							
VFD	168	72501	\$30,000.00				\$30,000.00
<b>Total FY 24-25</b>			\$4,104,350.00	\$2,889,537.05	\$5,663,194.61	\$8,552,731.66	\$1,201,257.09



May 27, 2025

To the Board of Trustees  
Marshalltown Water Works  
Marshalltown, IA

This letter is provided in connection with our engagement to audit the financial statements and to audit compliance over major federal award programs of Marshalltown Water Works (Water Works) as of and for the year ended June 30, 2025. Professional standards require that we communicate with you certain items including our responsibilities with regard to the financial statement audit, the compliance audit, and the planned scope and timing of our audits, including significant risks we have identified.

### **Our Responsibilities**

As stated in our engagement letter dated May 27, 2025, we are responsible for conducting our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), *Government Auditing Standards* of the Comptroller General of the United States of America, the requirements of the Single Audit Act, as amended; and the provisions of the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), for the purpose of forming and expressing opinions on the financial statements and on major federal award program compliance. Our audits do not relieve you or management of your respective responsibilities.

Our responsibility as it relates to the schedule of expenditures of federal awards is to evaluate its presentation for the purpose of forming and expressing an opinion as to whether it is presented fairly in all material respects in relation to the financial statements as a whole.

### **Planned Scope of the Audit**

Our audits will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute assurance about whether the financial statements as a whole are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us.

Our audit procedures will also include determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs.



Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or material noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards* of the Comptroller General of the United States of America, the requirements of the Single Audit Act, as amended; and the provisions of the Uniform Guidance.

Our audits will include obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements, the risk of material noncompliance in the major federal award programs, and as a basis for designing the nature, timing, and extent of further audit procedures, but not for the purpose of expressing an opinion of the effectiveness of the entity's internal control over financial reporting. However, we will communicate to you at the conclusion of our audit, any material weaknesses or significant deficiencies identified. We will also communicate to you:

- Any violation of laws or regulations that come to our attention;
- Our views related to qualitative aspects of the entity's significant accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;
- Significant difficulties, if any, encountered during the audit;
- Significant unusual transactions, if any;
- The potential effects of uncorrected misstatements on future-period financial statements; and
- Other significant matters that are relevant to your responsibilities in overseeing the financial reporting process.

Professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as "significant risks." Although we are currently in the planning stage of our audit, we have preliminarily identified the following significant risks that require special audit consideration.

- Management Override of Controls – Professional standards require auditors to address the possibility of management overriding controls. Accordingly, we considered as a significant risk that management of the organization may have the ability to override controls that the organization has implemented. In addition, given the limited number of office employees, segregation of duties is difficult.
- Revenue Recognition – We considered revenue recognition as a significant risk due to potential reporting complexities.
- Significant Estimates – We considered significant estimates related to pension related balances as significant risks. The pension calculations are material, complex, and sensitive estimates. They are also subject to complex financial reporting and disclosure requirements.

We expect to begin our audit on approximately June 2025 and issue our report in November 2025.

This information is intended solely for the information and use of the Board of Trustees and management of Marshalltown Water Works and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

*Eide Bailly LLP*

Dubuque, Iowa



May 27, 2025

Zach Maxfield, General Manager  
Marshalltown Water Works  
205 E State Street  
Marshalltown, IA 50158

You have requested that we audit the financial statements of the Marshalltown Water Works (Water Works) as of June 30, 2025, and for the year then ended, and the related notes to the financial statements, which collectively comprise the Water Works' basic financial statements.

In addition, if applicable, we will audit the entity's compliance over major federal award programs for the period ended June 30, 2025. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and Government Auditing Standards, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), require that certain information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of the Water Work's Proportionate Share of the Net Pension Liability – IPERS
3. Schedule of the Water Work's Net Pension Liability – Supplemental Retirement and Pension Plan
4. Schedule of the Water Works' Contributions – IPERS
5. Schedule of the Water Works' Contributions – Supplemental Retirement and Pension Plan

Supplementary information other than RSI will accompany the Water Works' basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

1. Budgetary Comparison Schedule of Revenues, Expenses, and Changes in Balances – Budget and Actual
2. Schedule of Net Position Detail
3. Schedules of Expenses

#### **Schedule of Expenditures of Federal Awards**

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the financial statements:

1. List of officials

## Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

## Audit of the Financial Statements

We will conduct our audits in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). As part of an audit of financial statements in accordance with GAAS and in accordance with *Government Auditing Standards*, Uniform Guidance and/or any state or regulatory audit requirements we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Water Works' ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the Water Works' basic financial statements. Our report will be addressed to the governing body of the Water Works. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

### **Audit of Major Program Compliance**

Our audit of the Water Works' major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS and in accordance with *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we considers necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

### **Management Responsibilities**

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of the system of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely, the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;

11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
  - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
  - b. Additional information that we may request from management for the purpose of the audit; and
  - c. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.



As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

### **Nonattest Services**

With respect to any nonattest services we perform, we agree to perform the following:

- Prepare or assist with preparing financial statements in conformity with U.S. generally accepted accounting principles based on information provided by you.
- Complete the auditee's portion of the Data Collection Form, if applicable.
- Maintain depreciation schedules, if requested.
- Assist with preparation of the Schedule of Federal Awards (SEFA), if applicable.

We will not assume management responsibilities on behalf of the Water Works. The Water Works' management understands and agrees that any advice or recommendation we may provide in connection with our audit engagement are solely to assist management in performing its responsibilities.

The Water Works' management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor the system of internal control.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined above. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities.

### **Fees and Timing**

Brian Unsen is the engagement partner for the audit services specified in this letter. The engagement partner's responsibilities include supervising services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, administrative charges and a technology fee. Invoices are payable upon presentation. We agree that our gross fee including expenses, will not exceed \$34,200 for the audit of financial statements. If applicable, we estimate the fee for the audit of federal awards will be between \$5,000 and \$8,000.

The ability to perform and complete our engagement consistent with the estimated fee included above depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. To assist with this process, we will provide you with an itemized request list that identifies the information you will need to prepare and provide in preparation for our engagement, as well as the requested delivery date for those items. A lack of preparation, including not providing this information in an accurate and timely manner, unanticipated audit adjustments, and/or untimely assistance by your personnel may result in an increase in our fees and/or a delay in the completion of our engagement.

We may be requested to make certain audit documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such audit documentation will be provided under the supervision of Eide Bailly LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We will be compensated for any time and expenses, including time and expenses of legal counsel, we may incur in making such audit documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of our Firm's performance of these services. You and your attorney will receive, if lawful, a copy of every subpoena we are asked to respond to on your behalf and will have the ability to control the extent of the discovery process to control the costs you may incur.

Should our relationship terminate before our audit procedures are completed and a report issued, you will be billed for services to the date of termination. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

#### **Other Matters**

During the course of the engagement, we will only provide confidential engagement documentation to you via Eide Bailly's secure portal or other secure methods, and request that you use the same or similar tools in providing information to us. Should you choose not to utilize secure communication applications, you acknowledge that such communication contains a risk of the information being made available to unintended third parties. Similarly, we may communicate with you or your personnel via e-mail or other electronic methods, and you acknowledge that communication in those mediums contains a risk of misdirected or intercepted communications.

Should you provide us with remote access to your information technology environment, including but not limited to your financial reporting system, you agree to (1) assign unique usernames and passwords for use by our personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of your data; (3) limit access to the areas of your technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to us upon the completion of procedures for which access was provided. We agree to only access your technology environment to the extent necessary to perform the identified procedures.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your website or elsewhere, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

We may use third party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, “service providers”) in order to facilitate delivering our services to you. Our use of service providers may require access to client information by the service provider. We will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the confidentiality of client information accessed by such service provider and any work performed by such service provider. You acknowledge that your information may be disclosed to such service providers, including those outside the United States.

Neither of us may use or disclose the other’s confidential information for any purpose except as permitted under this engagement letter or as otherwise necessary for Eide Bailly to provide the services. Your confidential information is defined as any information you provide to us that is not available to the public. Eide Bailly’s confidential information includes our audit documentation for this engagement. Our audit documentation shall at all times remain the property of Eide Bailly LLP. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

You agree to share all facts that may affect your financial statements, even if you first become aware of those facts after the date of the auditor’s report but before the date your financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Board of Trustees the following significant findings from the audit:

- Our view about the qualitative aspects of the entity’s significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management’s consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

*Government Auditing Standards* require that we provide, upon request, a copy of our most recent external peer review report and any subsequent review reports to the party contracting for the audit. Accordingly, we will provide a copy of our most recent peer review report at your request.

## **MEDIATION**

Any disagreement, controversy or claim arising out of or related to any aspect of our services or relationship with you (hereafter a “Dispute”) shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association (“AAA”). Mediation shall be conducted with the parties in person in Dubuque, Iowa. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

## **LIMITED INDEMNITY**

Eide Bailly LLP and its partners, affiliates, officers and employees (collectively “Eide Bailly”) shall not be responsible for any misstatements in your financial statements that we may fail to detect as a result of misrepresentations or concealment of information by any of your directors, officers or employees. You shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages and attorneys’ fees arising from any such misstatement or concealment of information.

If through no fault of Eide Bailly we are named as a party to a dispute between you and a third party, you shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys’ fees) we incur in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this agreement unless the services were performed in accordance with professional standards in all material respects.

## **LIMITATION OF LIABILITY**

The exclusive remedy available to you for any alleged loss or damages arising from or related to Eide Bailly’s services or relationship with you shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly’s breach of this agreement or Eide Bailly’s violation of applicable professional standards. In no event shall Eide Bailly’s aggregate liability to you exceed two times fees paid under this agreement, nor shall Eide Bailly ever be liable to you for incidental, consequential, punitive or exemplary damages, or attorneys’ fees.

## **TIME LIMITATION**

You may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months (“Limitation Period”) after the date when we delivered our report, return, or other deliverable under this agreement to you, regardless of whether we do other services for you or that may relate to the audit. The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of a possible Dispute.

## **GOVERNING LAW AND VENUE**

Any Dispute between us, including any Dispute related to the engagement contemplated by this agreement, shall be governed by Iowa law. Any unresolved Dispute shall be submitted to a federal or state court located in Iowa.

**ASSIGNMENTS PROHIBITED**

You shall not assign, sell, barter or transfer any legal rights, causes of actions, claims or Disputes you may have against Eide Bailly to any person.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,



Brian Unsen, CPA  
Partner

\*\*\*\*\*

**RESPONSE:**

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of Marshalltown Water Works by:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between Marshalltown Water Works ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective December 21, 2023, this Supplemental Letter Agreement dated June 17, 2025 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Wellfield Expansion Study**.

**Client's Authorized Representative:** Zach Maxfield, General Manager  
**Address:** PO Box 1420, Marshalltown, Iowa 50158  
**Telephone:** 641.753.7913 **email:** zach@marshalltownwater.com

**Project Manager:** Gustavo Mroz, PE  
**Address:** 5414 NW 88th Street, Suite 140, Johnston, Iowa 50131  
**Telephone:** 224.688.6413 **email:** gmroz@sehinc.com

**Scope:** The purpose of the project is to identify potential well locations within the Marshalltown Water Works wellfield. This project aims to ensure a sustainable and reliable water supply for the community by evaluating the feasibility of new well sites.

### **A. Basic Services:**

#### **1. Design Services:**

- (a) *Temporary Test Well Placement:* Consultant will review the Buried Valley Aquifer Study report completed by the Iowa Geological Survey, dated July 1, 2024, to determine test well locations.
- (b) *Prepare Preliminary Plans:* Prepare Preliminary Design Phase drawings of adequate content to present the general nature of construction of the project for review and approval by Client.
- (c) *Prepare Preliminary Project Manual:* Prepare Preliminary Design Phase specifications in outline format for review and approval by Client. It is anticipated that the Preliminary Project Manual shall include:
  - 1. EJCDC Contract Documents for Construction front-end documents and Technical Specifications based on the CSI Master Format.
- (d) *Preliminary Opinion of Probable Cost:* Based on the information contained in the Preliminary Design Phase documents, prepare an Opinion of Probable Construction Cost, and assist Client in collating the various cost categories which comprise Total Project Costs.
- (e) *Preliminary Review Meeting:* If requested by the Client, a virtual meeting to discuss the elements of the preliminary design will be scheduled. Consultant will prepare and disperse meeting minutes. Anticipated number of meetings during Preliminary Design Phase is one (1).
- (f) *Prepare Final Plans:* Prepare final Plans indicating the scope, extent, and character of the Work to be performed and furnished by Contractor.
- (g) *Prepare Final Project Manual:* Prepare Final Design Phase specifications (Project Manual) for review and approval by Client.
- (h) *Final Opinion of Probable Cost:* Advise Client of any adjustments to the Opinion of Probable Construction Cost known to Consultant. Provide updated Opinion of Probable Construction Cost to Client, if revisions are necessary.

- (i) ***Bid Documents Packaging:*** Prepare and furnish bidding documents for review by Client, its legal counsel, and other advisors, and assist Client in the preparation of other related documents. Client shall submit to Consultant any comments and instructions for revisions.
  - 1. Revise the bidding documents in accordance with comments and instructions from the Client, as appropriate, and submit final copies of the bidding documents, and any other deliverables to Client after receipt of Client's comments and instructions
- (j) ***Permits:*** Provide technical criteria, written descriptions, and design data for use in filing applications for permits from or approvals of governmental authorities having jurisdiction to review or approve the final design of the Project; assist Client in consultations with such authorities; and revise the Drawings and Specifications in response to directives from such authorities. The Client shall be responsible for remittance of payment for any associated permit review fees required by governmental authorities. Consultant shall provide assistance in obtaining the following permits:
  - 1. Marshall County Building/Zoning Permitting.
  - 2. Iowa Department of Natural Resources (IDNR) National Pollutant Discharge Elimination System (NPDES) General Permit No. 6, if necessary.
- (k) ***Deliverables:*** Deliverables to the Client from the Consultant during the Design Services Phase shall be as follows:
  - 1. Review copies of Preliminary Design Documents (plans and specifications): One (1) electronic copy in .pdf format. Drawings shall be in 11" x 17" size.
  - 2. Review copies of Final Design Documents (plans and specifications): One (1) electronic copy in .pdf format. Drawings shall be in 11" x 17" size.
  - 3. Final Bid Documents (plans and project manual): Two (2) hard copies of the plans, two (2) hard copies of the project manual, and one (1) electronic copy in .pdf format.

2. **Bidding Services:**

After acceptance by Client of the bidding documents and the most recent Opinion of Probable Construction Cost as determined in the Design Services Phase, Consultant shall assist Client in advertising for and obtaining bids or proposals for the Work and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, and attend pre-bid conferences, if any.

- (a) ***Public Notice:*** The Consultant shall assist the Client in preparing the formal Notice of Hearing and Letting. The Client shall be responsible for publication of the Notice of Hearing and Letting. The Consultant shall also prepare and disseminate an informal notice to contractors concerning the upcoming Project.
- (b) ***Distribute Bidding Documents:*** The Consultant shall distribute bidding documents to interested bidders and plan rooms as appropriate and receive and process bidder deposits or charges for the bidding documents. The Consultant will maintain a plan holders list during the bidding phase.
  - 1. The Consultant will advertise the project on QuestCDN, an online plan-room, as well as on the Consultant's website. QuestCDN will be responsible for maintaining the planholders list during the bidding phase.
  - 2. The Consultant will advise potential bidders that the preferred method of distributing Bid Documents is to download electronic copies of them from QuestCDN, which is at no charge to the bidder.
  - 3. The Consultant's cost for printing and distribution of Bidding Documents shall be compensated to the Consultant in addition to the Lump Sum Fee for Basic Services. The total number of sets of Bidding Documents necessary for issuance to Bidders is not known, and Iowa State Law requires that Bidding Documents be provided to Bidders at no cost.

- (c) *Plan Clarification/Addenda*: Answer bidders' questions and as necessary, issue addenda as appropriate to clarify, correct, or change the bidding documents.
- (d) *Bid Opening/Bid Tabulation/Letter of Recommendation*: Attend the Bid opening, prepare Bid tabulation sheets, and assist Client in evaluating Bids or proposals and in assembling and awarding contracts for the Work.
- (e) *Deliverables*: Deliverables to the Client from the Consultant during the Bidding phase shall be as follows:
  - 1. Public Notice: One (1) electronic copy in .pdf or .docx format.
  - 2. Addenda, if any: Same number and kind as Bid Documents.
  - 3. Bid tabulation and recommendation of award documents: One (1) electronic copy in .pdf format.

3. **Test Well Evaluation Services:**

- (a) Consultant will provide assistance during the construction phase of the project, aiding the Client with tasks such as:
  - 1. Construction Meeting (assume 1 meeting).
  - 2. Pay Applications.
  - 3. Change Orders/RFIs.
  - 4. Project Close-out.
  - 5. Construction Staking.
- (b) Consultant will observe contractor's test well operations for a duration of up one (1) site visit for each test well.
- (c) Consultant will coordinate with Hydrogeological Consultant, contracted by Client, to review data provided by the Contractor.
- (d) Consultant will prepare a technical memorandum to include the following:
  - 1. Summarization the results of the test well and sampling.
  - 2. Evaluation of viability of test well location for permanent municipal production well.
  - 3. Opinion of Probable Project Cost for design, bidding and construction of a new permanent well at the test well location.
  - 4. Anticipated implementation schedule for design, bidding and construction of a new permanent well at the test well location.
- (e) *Deliverables*: Deliverables to the Client from the Consultant during the Test Well Evaluation phase shall be as follows:
  - 1. Meeting minutes: One (1) electronic copy in .pdf format for each meeting held.
  - 2. Pay requests, change orders and other construction documents: One (1) electronic copy in .pdf format.
  - 3. Technical Memorandum: One (1) hard copy and one (1) electronic copy in .pdf format.

**B. Additional Services:**

Additional Services will be provided by the Consultant upon request of the Client. These services may include:

- 1. Services resulting from significant changes in the scope, extent, or character of the portions of the project designed or specified by the Consultant including, but not limited to, changes in size,



complexity, Client's schedule, character of construction, or method of financing. These services may also be as a result of changes in laws or regulations or other causes beyond the Consultant's control.

2. Property/legal surveys, acquisition plats and preparation of easements needed for the transfer of interests in real property.
3. Services associated with additional test wells at other locations.
4. Design, bidding and construction services associated with a new permanent well.
5. Services associated with application for and obtaining IDNR permit(s) or permits that may be required by other agencies not included in Basic Services scope above.
6. Serving as a Consultant or witness for the Client in any litigation, arbitration, or other dispute resolution process related to the project.
7. Assistance in connection with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.
8. Other services performed by the Consultant not otherwise provided for in this Agreement, examples of which are listed below:
  - (a) Environmental Assessment/NEPA Compliance Services
  - (b) Wetland Assessment/Mitigation Services
  - (c) Hydrogeological services for data review (to be contracted directly by Client)
  - (d) NPDES permit inspection/monitoring

**C. Payment:** In consideration of the services, work, equipment, supplies, or materials provided herein, the Client agrees to pay the Consultant the following fees:

**1. Compensation for Basic Services – Standard Hourly Rate Not to Exceed Method of Payment**

- a. Client shall pay Consultant for Basic Services items A.1 through A.3 as described above, as set forth in Exhibit A-1, as follows:

Total Not-to-Exceed fee of \$29,900.00, based on the Consultant's standard hourly rates and expenses. The anticipated breakdown of the Total Not-to-Exceed Fee for engineering services is as follows:

Design Services	\$14,700.00
Bidding Services	\$5,700.00
Test Well Evaluation Services	<u>\$9,500.00</u>
<b>Total Not-to-Exceed Fee</b>	<b>\$29,900.00</b>

- i. Consultant may alter the distribution of compensation between individual phases noted above to be consistent with services actually rendered, but shall not exceed the total Not-to-Exceed fee amount unless approved in writing by the Client.

**2. Compensation for Additional Services - Standard Hourly Rates Method of Payment**

- a. Client shall pay Consultant for Additional Services, as set forth in Exhibit A-1 as follows:
  - i. An amount equal to the cumulative hours charged to the Project by each class of Consultant's personnel times Standard Hourly Rates for each applicable billing class for all services performed on the Project, plus Expenses and Consultant's Subconsultants' charges, if any.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

**Other Terms and Conditions:** Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:  
None

**Short Elliott Hendrickson Inc.**

By: 

Full Name: Katrina L. Kinsey, PE

Title: Client Service Manager

**Marshalltown Water Works**

By: \_\_\_\_\_

Full Name: \_\_\_\_\_

Title: \_\_\_\_\_

## **Exhibit A-1**

### **Payments to Consultant for Services and Expenses Using the Hourly Basis Option**

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

#### **A. Hourly Basis Option**

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

#### **B. Expenses**

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services but instead are reimbursable expenses required in addition to hourly charges for services and shall be paid for as described in this Agreement:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

### **C. Equipment Utilization**

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.