



**IMU BOARD OF TRUSTEES OF THE ELECTRIC,
WATER AND COMMUNICATIONS UTILITIES**

February 24, 2025

5:30 PM

IMU Boardroom

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. Consent Agenda**
 - A. Approval of Claims
 - B. Approval of Minutes of the prior meetings
- 5. Electric Utility Action Items**
 - A. Resolution approving the purchase of a portable air compressor, hose and breaker for the Electric Department
- 6. Electric Utility Informational Items**
- 7. Water Utility Informational Items**
- 8. Communications Utility Informational Items**
- 9. Combined Electric, Water and Communications Action Items**
 - A. Fiscal Year 2026 Budget
 1. Public Hearing for Fiscal Year 2026 Budget
 2. Resolution Approving Fiscal Year 2026 Budget
 - B. Receive and file the IMU Classification & Compensation and Benefits Study
- 10. Combined Electric, Water and Communications Informational Items**
- 11. Other Business**
- 12. Adjourn**
- 13. Exempt Session**

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities
From:
Date: February 24, 2025
Subject: Approval of Claims

Recommendation:

Attachments: 1. 022525 AP Check Preview

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Wednesday, February 19, 2025
4:06:17 PM

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Pavment	Invoice Number	Bill Number	Payment Type
Account To Be Paid From 0000-10120-999											
3E - Electrical Engineering & Equipment Co - VEND-1114 - Check											
	2/28/2025	Turbine 8 Cooling Fan Motor	Net 30	2,539.06	0.00	15.00	2,539.06	2,539.06	318177-00	BL-15441	Check
							2,539.06	2,539.06			
Absolute Repair LLC - VEND-1448 - Check											
	3/9/2025	Unit 31 Repairs	Net 30	2,215.49	0.00	15.00	2,215.49	2,215.49	AR-32404	BL-15442	Check
							2,215.49	2,215.49			
Avesis Third Party Administrators Inc - VEND-1108 - EFT File											
	3/3/2025	0225 Vision	Net 30	470.63	0.00	15.00	470.63	470.63	3161187	BL-15508	EFT File
							470.63	470.63			
Border States Industries Inc - VEND-1070 - EFT File											
	3/6/2025	#12 THHN Green Wire	Net 30	160.33	0.00	15.00	160.33	160.33	929806328	BL-15445	EFT File
	3/6/2025	Wooden Crossarms and red marking tape	Net 30	1,227.70	0.00	15.00	1,227.70	1,227.70	929806345	BL-15447	EFT File
	3/9/2025	#12 Brown THHN Wire	Net 30	80.17	0.00	15.00	80.17	80.17	929829444	BL-15444	EFT File
	3/9/2025	80 Amp Fuses	Net 30	56.71	0.00	15.00	56.71	56.71	929829456	BL-15446	EFT File
	3/16/2025	Fuses	Net 30	155.96	0.00	15.00	155.96	155.96	929866517	BL-15443	EFT File
							1,680.87	1,680.87			
Calix Inc - VEND-1028 - EFT File											
	3/1/2025	ONT - GS4227	Net 30	14,035.55	0.00	15.00	14,035.55	14,035.55	374734	BL-15449	EFT File
	3/1/2025	ONTs	Net 30	663.09	0.00	15.00	663.09	663.09	374795 & 4049512	BL-15450	EFT File
							14,698.64	14,698.64			
Cedar Falls Utilities - VEND-1045 - EFT File											
	3/7/2025	0125 Transit & Transport	Net 30	9,275.00	0.00	15.00	9,275.00	9,275.00	Jan 25	BL-15452	EFT File
							9,275.00	9,275.00			
Cintas Corporation - VEND-1007 - EFT File											
	3/7/2025	First Aid Supplies - Util Svcs	Net 30	75.04	0.00	15.00	75.04	75.04	5252705107	BL-15453	EFT File
							75.04	75.04			
DES MOINES WATER WORKS - VEND-10870 - Check											
	2/1/2025	Leak Detection Serv - 11.15.24 E Kentucky Av	Open Terms	400.00	0.00	0.00	400.00	400.00	Jan 25	BL-15454	Check

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Indianola Municipal Utilities

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							400.00	400.00			
DOWNING CONST. INC. - VEND-11880 - Check											
2/15/2025	Reimburse WA Meter Fees @ 302 E Trailridge	Open Terms		3,700.00	0.00	0.00	3,700.00	3,700.00	Jan 25	BL-15455	Check
							3,700.00	3,700.00			
Dust Pros Janitorial - VEND-1011 - EFT File											
3/17/2025	0225 Cleaning - Fiber	Net 30		856.00	0.00	15.00	856.00	856.00	3254	BL-15456	EFT File
3/17/2025	Cleaning Supplies - Fiber	Net 30		51.36	0.00	15.00	51.36	51.36	3255	BL-15457	EFT File
3/17/2025	0225 Cleaning - EL	Net 30		856.00	0.00	15.00	856.00	856.00	3252	BL-15458	EFT File
3/17/2025	Cleaning Supplies - EL	Net 30		184.57	0.00	15.00	184.57	184.57	3253	BL-15459	EFT File
3/17/2025	0225 Cleaning - Util Svcs	Net 30		749.00	0.00	15.00	749.00	749.00	3256	BL-15460	EFT File
3/17/2025	Cleaning Supplies - Util Svcs	Net 30		51.90	0.00	15.00	51.90	51.90	3257	BL-15461	EFT File
							2,748.83	2,748.83			
Erthwrks, Inc - VEND-1453 - EFT File											
3/1/2025	Turbine 8 Emissions Testing	Net 30		11,500.00	0.00	15.00	11,500.00	11,500.00	6213	BL-15462	EFT File
							11,500.00	11,500.00			
Finley Law Firm, P.C. - VEND-1439 - Check											
3/16/2025	Legal - EL	Net 30		362.50	0.00	15.00	362.50	362.50	522404	BL-15463	Check
							362.50	362.50			
GRAYMONT WESTERN LIME INC - VEND-101387 - EFT File											
1/28/2025	High Calcium Quicklime	Open Terms		6,246.10	0.00	0.00	6,246.10	6,246.10	14-200375 RI	BL-15464	EFT File
							6,246.10	6,246.10			
Hearst Television Inc - VEND-1131 - EFT File											
3/12/2025	0125 KCCI	Net 30		7,827.04	0.00	15.00	7,827.04	7,827.04	599831	BL-15465	EFT File
							7,827.04	7,827.04			
Helix Pest Solutions LLC - VEND-1445 - EFT File											
3/16/2025	Pest Control - EL	Net 30		21.40	0.00	15.00	21.40	21.40	11045	BL-15466	EFT File
3/16/2025	Pest Control - Fiber	Net 30		25.00	0.00	15.00	25.00	25.00	11044	BL-15467	EFT File
3/16/2025	Pest Control - Util Svcs	Net 30		35.00	0.00	15.00	35.00	35.00	11043	BL-15468	EFT File
							81.40	81.40			
IEUSTA - VEND-23614 - Check											
2/13/2025	IEUSTA Safety Group Dues - 2025	Open Terms		150.00	0.00	0.00	150.00	150.00	2025 Dues	BL-15469	Check

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Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Pavment	Invoice Number	Bill Number	Payment Type
							150.00	150.00			
IMPACT - VEND-1141 - BL-15313											
	1/30/2025	Credit Refund	Net 30	440.00	0.00	0.00	440.00	440.00	00059941-1	BL-15313	Check
							440.00	440.00			
IMPACT - VEND-1141 - BL-15429											
	2/5/2025	Credit Refund	Net 30	26.52	0.00	0.00	26.52	26.52	00063269-5	BL-15429	Check
							26.52	26.52			
IMPACT - VEND-1141 - BL-15430											
	2/5/2025	Credit Refund	Net 30	26.13	0.00	0.00	26.13	26.13		BL-15430	Check
							26.13	26.13			
IMU - VEND-8629 - Check											
	2/2/2025	Utilities - WA	Open Terms	16,774.14	0.00	0.00	16,774.14	16,774.14	10443930	BL-15470	Check
							16,774.14	16,774.14			
Independent Advocate - VEND-1136 - EFT File											
	3/6/2025	BOT Meeting/Publication Report 1.28.25	Net 30	204.24	0.00	15.00	204.24	204.24	6172	BL-15471	EFT File
							204.24	204.24			
Infomax Office Systems Inc - VEND-1013 - Check											
	3/12/2025	0225 Copier Contract	Net 30	761.54	0.00	15.00	761.54	761.54	38534498	BL-15472	Check
							761.54	761.54			
Innovative Systems - VEND-1048 - EFT File											
	3/7/2025	0225 Utility Billing	Net 30	6,969.72	0.00	15.00	6,969.72	6,969.72	INV-23213	BL-15473	EFT File
							6,969.72	6,969.72			
Internal Revenue Service - VEND-1307 - Online Payments											
	3/16/2025	941 Income Tax Payable - 021425 Payroll	Net 30	29,686.12	0.00	15.00	29,686.12	29,686.12	021425 Payroll	BL-15474	Online Payments
							29,686.12	29,686.12			
Iowa Department Of Human Services - VEND-1310 - Online Payments											
	3/16/2025	Garnishment Payable - 021425 Payroll	Net 30	723.23	0.00	15.00	723.23	723.23	021425 Payroll	BL-15475	Online Payments
							723.23	723.23			

Iowa Department Of Revenue - VEND-1117 - Online Payments

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Pavment	Invoice Number	Bill Number	Payment Type
	3/16/2025	IA Income Tax Payable - 021425 Payroll	Net 30	3,373.83	0.00	15.00	3,373.83	3,373.83	021425 Payroll	BL-15476	Online Payments
							3,373.83	3,373.83			
Irby - VEND-1259 - EFT File											
	2/28/2025	E Iowa Substation 69 KV Switches	Net 30	19,803.56	0.00	15.00	19,803.56	19,803.56	S013989557.001	BL-15478	EFT File
	3/5/2025	Secondary Connectors	Net 30	590.64	0.00	15.00	590.64	590.64	S014169872.001	BL-15477	EFT File
							20,394.20	20,394.20			
ISolved - VEND-1363 - Online Payments											
	3/16/2025	FSA Payable - 021425 Payroll	Net 30	192.31	0.00	15.00	192.31	192.31	021425 Payroll	BL-15479	Online Payments
							192.31	192.31			
LINDE INC - VEND-6415 - EFT File											
	2/14/2025	Carbon Dioxide	Open Terms	4,273.80	0.00	0.00	4,273.80	4,273.80	48001765	BL-15480	EFT File
							4,273.80	4,273.80			
Microbac Laboratories Inc - VEND-1421 - EFT File											
	3/7/2025	Mineral Analysis	Net 30	43.50	0.00	15.00	43.50	43.50	NT2500934	BL-15481	EFT File
							43.50	43.50			
Mid American Energy Co - VEND-1018 - EFT File											
	3/16/2025	Electric - 11634 R63 Hwy - Substation	Net 30	10.00	0.00	15.00	10.00	10.00	563375325	BL-15482	EFT File
							10.00	10.00			
Mission Square - VEND-1303 - Online Payments											
	3/16/2025	457 Payable - 021425 Payroll	Net 30	6,546.36	0.00	15.00	6,546.36	6,546.36	021425 Payroll	BL-15483	Online Payments
							6,546.36	6,546.36			
MUNICIPAL ENERGY AGENCY OF NEBRASKA - VEND-35805 - EFT File											
	3/2/2025	Purchased Power - Jan 25	Net 30	822,180.70	0.00	15.00	822,180.70	822,180.70	307997	BL-15484	EFT File
							822,180.70	822,180.70			
MUNICIPAL SUPPLY INC - VEND-35810 - Check											
	2/18/2025	6x12 repair clamp	Open Terms	184.83	0.00	0.00	184.83	184.83	0933890-IN	BL-15485	Check
							184.83	184.83			
MURPHY TRACTOR & EQUIPMENT - VEND-35813 - Check											
	2/4/2025	Backhoe Service	Open Terms	2,223.14	0.00	0.00	2,223.14	2,223.14	2389388	BL-15486	Check

Vendor	Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Pavment	Invoice Number	Bill Number	Payment Type
							2,223.14	2,223.14			
Mutual Of Omaha - VEND-1107 - Check											
3/3/2025	0225 Premiums	Net 30	6,072.03	0.00	15.00	6,072.03	6,072.03	1819323422	BL-15487	Check	
							6,072.03	6,072.03			
National Cable Television Cooperative, Inc. - VEND-1095 - EFT File											
2/28/2025	0125 Cable Programming	Net 30	61,975.52	0.00	15.00	61,975.52	61,975.52	25010567	BL-15488	EFT File	
							61,975.52	61,975.52			
NewCom Technologies, Inc - VEND-1091 - EFT File											
2/22/2025	NOFA7 Phs3	Net 30	7,422.00	0.00	15.00	7,422.00	7,422.00	51119	BL-15489	EFT File	
							7,422.00	7,422.00			
Pella Printing Co, Inc - VEND-1062 - EFT File											
3/9/2025	Door Hangers - Electric	Net 30	225.33	0.00	15.00	225.33	225.33	69141	BL-15490	EFT File	
							225.33	225.33			
Power & Tel - VEND-1037 - EFT File											
2/27/2025		Net 30	3,168.21	0.00	15.00	3,168.21	3,168.21	8060393-00	BL-15493	EFT File	
3/13/2025	Splicer Fusion Kit	Net 30	4,391.31	0.00	15.00	4,391.31	4,391.31	8067398-00	BL-15492	EFT File	
							7,559.52	7,559.52			
POWER LINE SUPPLY - VEND-103039 - Check											
2/13/2025	Transformer Secondary Connectors	Open Terms	519.63	0.00	0.00	519.63	519.63	56875358	BL-15491	Check	
							519.63	519.63			
Register Of Copyrights - VEND-1156 - Online Payments											
3/21/2025	Copyright Royalty License Fees 2024/2	Net 30	1,001.85	0.00	15.00	1,001.85	1,001.85	2024/2	BL-15495	Online Payments	
							1,001.85	1,001.85			
RESCO - VEND-47234 - Check											
2/6/2025	Wire Stripping Tool	Open Terms	419.70	0.00	0.00	419.70	419.70	3061567	BL-15494	Check	
							419.70	419.70			
STATE HYGIENIC LABORATORY - VEND-23245 - EFT File											
2/1/2025	Testing	Open Terms	217.50	0.00	0.00	217.50	217.50	294773	BL-15497	EFT File	
							217.50	217.50			
Tifco Industries - VEND-1296 - EFT File											

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	3/6/2025	Electric Connectors and Hardware	Net 30	136.08	0.00	15.00	136.08	136.08	72058648	BL-15498	EFT File
							136.08	136.08			
TIM HILDRETH COMPANY - VEND-21751 - EFT File											
	2/1/2025	Boiler Maintenance	Open Terms	468.35	0.00	0.00	468.35	468.35	32371	BL-15499	EFT File
							468.35	468.35			
VEENSTRA & KIMM - VEND-57600 - Check											
	2/19/2025	Engineering Serv SE Streetscape Water Main	Open Terms	814.00	0.00	0.00	814.00	814.00	285109-4	BL-15500	Check
	2/19/2025	Engineering Serv SE Streetscape Water Main	Open Terms	2,045.50	0.00	0.00	2,045.50	2,045.50	285110-2	BL-15501	Check
							2,859.50	2,859.50			
VERMEER SALES & SERVICE - VEND-57608 - EFT File											
	2/8/2025	Directional Drill Repairs	Open Terms	1,882.60	0.00	0.00	1,882.60	1,882.60	W0224201	BL-15502	EFT File
							1,882.60	1,882.60			
Warren County Engineer - VEND-1102 - Check											
	3/6/2025	0125 Fuel Distribution	Net 30	1,868.03	0.00	15.00	1,868.03	1,868.03	Jan 25	BL-15503	Check
							1,868.03	1,868.03			
Waste Management - VEND-1086 - Check											
	3/7/2025	2 Yd Dumpster Serv - WA	Net 30	155.08	0.00	15.00	155.08	155.08	7625654-0516-9	BL-15504	Check
							155.08	155.08			
WESCO - VEND-60220 - EFT File											
	2/13/2025	Reversible Box Wrench	Open Terms	40.55	0.00	0.00	40.55	40.55	372913	BL-15505	EFT File
	2/19/2025	FIBER LOCATE PAINT	Open Terms	139.19	0.00	0.00	139.19	139.19	379754	BL-15506	EFT File
							179.74	179.74			
Wiegert Disposal Inc - VEND-1081 - EFT File											
	3/7/2025	20yd rolloff Jan25	Net 30	278.00	0.00	15.00	278.00	278.00	Jan25	BL-15507	EFT File
							278.00	278.00			

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Total Payment Count:	52	Totals:	\$1,072,245.37	\$1,072,245.37
Total Check Count:	19	Check Totals:	\$41,697.32	\$41,697.32
Total EFT File Count:	27	EFT File Totals:	\$989,024.35	\$989,024.35
Total Online Payments Count:	6	Online Payments Totals:	\$41,523.70	\$41,523.70
Total Bank Draft Count:	0	Bank Draft Totals:	\$0.00	\$0.00
Total No Check Count:	0	No Check Totals:	\$0.00	\$0.00

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: February 24, 2025

Subject: Approval of Minutes of the prior meetings

Recommendation:

Attachments: 1. 2-10-2025 Minutes



IMU BOARD OF TRUSTEES OF THE ELECTRIC, WATER AND COMMUNICATIONS UTILITIES

February 10, 2025

5:30 PM

IMU Boardroom

Agenda

The IMU Board of Trustees met in regular session at 5:30pm on February 10, 2025 in the IMU Conference Room. Board Chair Dom Selgrade called the meeting to order and on roll call the following members were present: Dom Selgrade, Mike Rozga, and Lori Smith. Absent: Adam Voigts, Deb White.

There was no Public Comment

Smith moved to approve the **Consent Agenda** and Rozga seconded it. Doug Shull noted the financial report was normal and as expected, and Rozga got clarification on the budget impact of advertising revenue from the 2024 election. On roll call, the vote was AYES: Rozga, Smith, Selgrade. NAYS: None. Whereas the motion carried unanimously. The consent agenda was as follows: **Approval of Claims, Approval of Minutes of the prior meetings, December 2024 Financial Report.**

Electric Utility Informational Items

Electric Superintendent Mike Metcalf shared that staff had been dealing with absences due to illness, the DNR has received the Turbine 8 emissions report and has not offered any feedback. The electric department is soliciting bids for a portable air compressor, will begin increasing inventory for planned 2025 projects, crews assisted the city with upgrading to LED parking lighting at the Aquatic Center and Memorial Park, and staff will continue with tree trimming while weather allows.

Water Utility Action Items

Rozga moved to approve **Resolution Approving and Accepting a MidAmerican Energy Gas Pipeline Easement** and Smith seconded it. Staff explained that the easement was needed to provide natural gas service for backup power to the buildings and equipment at the central water tower. On roll call, the vote was AYES: Rozga, Smith, Selgrade. NAYS: None. Whereas the motion carried.

Rozga moved to approve the **Authorization for Warren Water District to serve a customer within their territory** and Smith seconded it. On roll call, the vote was AYES: Rozga, Smith, Selgrade. NAYS: None. Whereas the motion carried.

Water Utility Informational Items

Water Superintendent Justin Brand updated that winter maintenance continues and that they have completed cleaning all tanks, working on chemical feed equipment pumps, pipes, and working on meter swaps in addition to repair on 2 main breaks, bringing the YTD total to 6.

Communications Utility Informational Items

Communications Superintendent Kurt Ripperger noted that the Fiber Dept has also been impacted by absences due to illness, but continue completing installs. Multiple resumes for the open Tier I Technical Support Specialist position have been received and they plan to start scheduling interviews soon.

Combined Electric, Water and Communications Action Items Staff and board began the **Fiscal Year 2026 Budget discussion** with a review of the draft budget, and discussed the impact of wholesale energy cost increases, the timing of union negotiations on finalizing the budget.

Combined Electric, Water and Communications Informational Items

General Manager Chris DesPlanques shared that IMU will be working with the Chamber of Commerce, Warren County and other organizations to coordinate an Energy Saving Seminar for tenants and landlords to reduce energy use. The Budget Public Hearing is scheduled for the next board meeting on 2/24.

The meeting was **adjourned** at 6:17 on a motion by Smith and seconded by Rozga. On roll call, the vote was AYES: Rozga, Selgrade, Smith. NAYS: None. Whereas the motion carried unanimously.

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities

From:

Date: February 24, 2025

Subject: Resolution approving the purchase of a portable air compressor, hose and breaker for the Electric Department

Recommendation:

Attachments:

1. Portable Air Compressor Bids
2. Res 2025-Approving Air Compressor, Hose and Breaker



FIELD QUOTATION
STAR EQUIPMENT, LTD.
CONSTRUCTION EQUIPMENT & SUPPLIES
SALES SERVICE RENTAL

Clear Form

Skid Loaders, Trailers
Skid Loaders Attachments
Rough Terrain Forklifts
Concrete Trowels and Saws
Concrete Pumps and Screed
Generators, Water Pumps
Air Compressors
Compactions Equipment
Material Handling Cranes
Service Bodies, Lube Trucks
Construction Supplies

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☐ 2100 E. LINCOLN WAY • AMES, IA 50010 • (515) 233-9500 • (800) 369-2215 • FAX (515) 233-9505
☐ 2950 6TH STREET S.W. • CEDAR RAPIDS, IA 52404 • (319) 365-5139 • (800) 728-5139 • FAX (319) 365-6726
☐ 2625 W. AIRLINE HWY • WATERLOO, IA 50703 • (319) 236-6830 • (800) 791-9249 • FAX (319) 236-6834

Name Mike Metcalf
Company Indianola Municipal Utilities
Address 210 West 2nd Ave
Indianola, Ia 50125

Quote No. _____
Date 2/13/2025
Office # (515) 961-9444
Cell # _____
Email Mmetcalf@indianolaiowa.gov

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Sullivan Palatek D185PDKR air compressor Kohler 49hp diesel Tier 4 Final	20,134.03	\$ 20,134.03
	30 gal fuel tank, 2 air outlets 3/4" NPT, 185 cfm, 100 psi operating pressure		0.00
	Pintle hitch, RV style trailer plug, curbside toolbox, LED lights		0.00
	*****SEE WARRANTY SHEET PROVIDED***** (unit in stock)		0.00
1	NEW 34X50HD air hose 50' (in stock)	91.54	91.54
1	NEW Chicago Pneumatic CP1210 40# breaker 1"X4-1/4" 12 month warranty	1,071.00	1,071.00
1	New Breaker bit 1X414X14 with 3" chisel	36.46	36.46
1	Pre Delivery Inspection	325.00	325.00

Trade-In Make None

Sub Total \$ 21,658.03

Trade-In Model _____

Allowance _____

Trade-In Serial No. _____

Sub Total \$ 21,658.03

Sales Tax .07% \$ 1,516.06

F.O.B. Point Star Equipment

Sub Total \$ 23,174.09

Terms Due on delivery

Freight 90.00

Net Total \$ 23,264.09

Estimated Delivery after Receipt of Order TBD

Quotation for Acceptance Within Good thru 3/11/25

Date Accepted _____

By _____

Subject to Prior Sale and
Management Approval

STAR EQUIPMENT, LTD.

By Kevin McKinney

Des Moines, IA
Omaha, NE
Olathe, KS
Fairfax, KS



Bettendorf, IA
Davenport, IA
North Liberty, IA

QUOTE

DATE: 2/17/2025

THIS QUOTE IS SPECIFICALLY PRESENTED TO:

TO: MIKE METCALF

PHONE: 515-962-5305

CO: IMU

EMAIL: mmetcalf@indianolaiowa.gov

QTY	ITEM DESCRIPTION	PRICE	U/M
1	AIRMAN PDS185S-EZ1 TOWABLE AIR COMPRESSOR	\$ 21,900.00	EA
1	APT140 40 LB BREAKER	\$ 1,150.00	EA
1	50'X3/4" 300 PSI AIR HOSE	\$ 80.00	EA
1	CHISEL BIT	\$ 32.00	EA
	SUBTOTAL	\$ 23,162.00	
	THERE ARE TWO SPECS WE DON'T MEET:	TAX	\$ 1,621.34
	FUEL TANK IS 23.8 GALLONS NOT 25	TOTAL	\$ 24,783.34
	TOOLBOX IS DRIVER SIDE NOT CURBSIDE		
	LEADTIME IS TWO WEEKS		

TERMS: NET 30 days

F.O.B: DELIVERED

****Prices Do Not Include Tax****

QUOTE FIRM FOR: 30 days

FREIGHT: INCLUDED

Thank you for the opportunity to quote you. Should you have any questions regarding this quote, please call us at 515-253-9048 or my cell at 515-205-9359

Sincerely,

Keaton Klocko

Sales Representative

www.logancontractors.com

Remit To:

NICHOLS EQUIPMENT LLC
5137 NW 2ND STREET
DES MOINES, IA 50313
www.nichols-equipment.com

Invoice

Quote	Invoice#
Fri 3/14/2025	q959

Customer #: 13129

Indianola Municipal Utilities
1300 East Iowa Ave
Indianola, IA 50125

Date Out Fri 3/14/2025

Terms	Aging Date
Due upon receipt	Mon 12/31/-4714

Ordered By: Mike

Sales Rep: Jake Taylor jaket@nicholsequip.com

Qty	Key	Items	Ser#	Status	Rental Period	Price
1	MS	2025 Chicago Pneumatic CPS185 Air Compressor Lead Time 4 Weeks when order is placed.		Retail	Fri 3/14/2025 9:00AM to	\$29,500.00
1	MS	New 50' 3/4" 300PSI Hose Included		Retail	Fri 3/14/2025 9:00AM to	\$0.00
1	MS	New Chicago Pneumatic CP1210 Breaker		Retail	Fri 3/14/2025 9:00AM to	\$1,500.00

Payment Due upon receipt

Please pay from this invoice.

Signature: _____

Rental and Sales:				Subtotal:	A Sales Tax - DSM 6%:
\$31,000.00				\$31,000.00	\$1,860.00
Total Amount:	\$32,860.00		Total Paid	\$0.00	Total Due: \$32,860.00

515-280-7600

www.nichols-equipment.com

515-280-7601

Indianola Municipal Utilities
Resolution 2025-

**RESOLUTION APPROVING THE PURCHASE OF A PORTABLE AIR COMPRESSOR, HOSE
AND BREAKER FOR THE ELECTRIC DEPARTMENT**

WHEREAS, the Electric Department desires to add a Portable Air compressor, Hose and Breaker; and

WHEREAS, after reviewing the bids the Electric Department recommends using Star Equipment, for a total purchase price of \$23,264.09; and

WHEREAS, the Board of Trustees believes that is in the best interest of Indianola Municipal Utilities to accept the bid from Star Equipment to purchase a Portable Air Compressor, Hose and Breaker for the Electric Department in the amount of \$23,264.09.

**NOW, THEREFORE, BE IT RESOLVED BY THE INDIANOLA MUNICIPAL UTILITIES BOARD
OF TRUSTEES THAT:**

1. The Electric Department Superintendent is authorized to purchase a portable air compressor, hose and breaker as described in the bid document hereby approved.

Approved on this 24th day of February 2025.

Dom Selgrade-Chairperson

ATTEST:

Monica Thompson, Board Secretary

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities
From:
Date: February 24, 2025
Subject: Public Hearing for Fiscal Year 2026 Budget

Recommendation:

Attachments:

1. FY26_Adopted Budget Summary_022425
2. FY26_Adopted Budget Certificate_022425
3. FY26_Revenue Expense Detail_022425

ADOPTED BUDGET SUMMARY

Indianola Municipal Utilities		Fiscal		YEAR		2026	
NAME OF ENTERPRISE		(specify fiscal or calendar year budget)					
		Budget		Re-Estimated		Actual	
		2026		2025		2024	
(specify budget years)							
REVENUES & OTHER FINANCING SOURCES							
Use of Money and Property	(line 398)	241	1,205,500	271	1,205,000	301	1,261,064
Charges for Services	(line 414)	243	29,703,292	273	28,219,240	303	25,359,402
Miscellaneous	(line 416)	245	233,700	275	165,600	305	694,244
Operating Transfers In	(line 417)	247	6,830,420	277	5,954,630	307	7,754,508
Proceeds of Long Term Debt	(line 418)	248	0	278	0	308	0
Proceeds of Fixed Asset Sales	(line 419)	249	0	279	0	309	0
Total Revenues & Other Financing Sources		250	37,972,912	280	35,544,470	310	35,069,218
EXPENDITURES & TRANSFERS OUT							
Expenditures	(line 386)	255	30,657,101	285	30,632,183	315	25,746,058
Transfers Out	(line 387)	259	6,830,420	289	5,954,630	319	7,754,508
Total Expenditures & Transfers Out		260	37,487,521	290	36,586,813	320	33,500,566
Excess of Revenues & Other Sources Over (Under) Expenditures & Transfers Out							
		261	485,391	291	-1,042,344	321	1,568,652
BEGINNING Fund Balance	(line 390)	262	22,814,084	292	23,856,428	322	22,287,776
ENDING Fund Balance	(line 388)	263	23,299,475	293	22,814,084	323	23,856,428

ADOPTED BUDGET CERTIFICATETo: Indianola, Iowa City CouncilAt a meeting of the IMU Board of Trustees, held after public hearing as
(Governing Board)required by law, on 2/24/2025, the proposed budget for Fiscal Year 2026
(xx/xx/xx) (specify fiscal or calendar and year)

was adopted as summarized and attached hereto.

Telephone

Area Code 515-961-9444

Board Secretary

(signature)Address 210 W 2nd AvenueIndianola IA 50125**Record of Public Hearing and Adoption of Budget:**

On 02/24/25, the IMU Board of Trustees met for the purpose
(xx/xx/xx)

of conducting a public hearing on the proposed Fiscal Year 2026 budget as published. Notice of time and place of
(specify fiscal or calendar and year)

hearing had been published on 2/11/2025 in the Record-Herold and Indianola Tribune and the affidavit of publication
(xx/xx/xx) (newspaper)

was available to file with the City Council.

The budget estimate was considered and taxpayers and residents heard for and against said estimate were as follows:

After giving opportunity for all desiring to be heard, the Board adopted the following budget resolution:

A RESOLUTION ADOPTING THE BUDGET FOR Fiscal YEAR ENDING 6/30/2026
(specify fiscal or calendar) (xx/xx/xx)

BE IT RESOLVED by the IMU Board of Trustees: The budget for Fiscal
(specify fiscal or calendar)

ending 6/30/2026 as set forth in the Adopted Budget Summary and in the detailed budget in
(xx/xx/xx)

support thereof showing the estimated revenues and expenditures for said budget year in accordance with the summary and detail as adopted.

Passed and approved on, 2/24/2025 by the following vote: *(list names)*
(xx/xx/xx)

Ayes:

Nays:

Absent:

Chairperson

(signature)

Secretary

(signature)

Indianola Municipal Utilities
NAME OF ENTERPRISE

REVENUES DETAIL

						Fiscal Year 2026	
						(specify if budget is fiscal or calendar year)	



MEMORANDUM

To: Board of Adjustment
From:
Date: February 24, 2025
Subject: Resolution Approving Fiscal Year 2026 Budget

Recommendation:

Attachments: 1. Res 2025 ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026

Indianola Municipal Utilities

RESOLUTION NO 2025-

RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2026

BE IT RESOLVED BY THE IMU BOARD OF TRUSTEES OF THE CITY OF INDIANOLA, IOWA:

The annual budget for the fiscal year ending June 30, 2026, as set forth in the Budget Summary

Certificate and in the detail budget in support thereof showing the revenue estimates and appropriations expenditures and allocations to program and activities for said fiscal year is adopted, the Finance Director is directed to make the filings required by law and set up the books in accordance with the summary and details as adopted.

Adopted this 24th day of February 2025.

Dom Selgrade, Chairperson

Monica Thompson, Board Secretary

MEMORANDUM

To: IMU Board of Trustees of the Electric, Water and Communications Utilities
From:
Date: February 24, 2025
Subject: Receive and file the IMU Classification & Compensation and Benefits Study

Recommendation:

Attachments: 1. IMU Classification & Compensation Report Final Feb 2025



INDIANOLA MUNICIPAL UTILITIES



Electric • Communications • Water

Final Report

FEBRUARY 2025

Classification & Compensation Study

Submitted by:

RACHEL KING AND RACHEL SKAGGS

PROJECT MANAGER

4320 WEST KENNEDY BLVD, SUITE 200

TAMPA, FLORIDA 33609

RKING@MGT.US

RSKAGGS@MGT.US

Indianola Municipal Utilities

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EXECUTIVE SUMMARY

MGT is pleased to have had the opportunity to work with Indianola Municipal Utilities (IMU) on this Classification and Compensation Study. Human resource management is a significant concern as governmental services continue to increase in cost and complexity, and the resources to fund local governments are constrained. Day-to-day operations present challenging administrative problems in planning, organizing, and directing human resource functions in order to achieve maximum efficiency and effectiveness in the delivery of municipal services. A properly developed and administered Classification and Compensation Plan forms the foundation for meeting these challenges. It helps to ensure that IMU can not only recruit the best and brightest employees but can also retain those employees, even in a competitive marketplace. By retaining qualified, experienced employees, IMU avoids the costs of re-recruitments and lost productivity while maximizing the benefits of the investments it has made in employees and the institutional and community knowledge acquired by those employees over their tenures.

MGT understands the high expectations established at IMU for service delivery and competitiveness in recruiting and retaining excellent employees. These factors have been considered in the analysis and reflected in the Study results.

A Classification and Compensation Study encompasses a significant amount of information that can be time-consuming to condense and organize into an abbreviated format. Therefore, MGT has compiled this Executive Summary in order to provide a quick synopsis regarding the major components, findings, and recommendations of this Study. The purpose of a well-designed Classification and Compensation Study is twofold. First, it establishes internal equity (ranking) among employees across Departments in IMU. Second, it assures external equity/competitiveness by comparing the compensation of IMU employees against market data. The following is a brief overview of the process:

Job Evaluation Analysis and Job Classification System

Below is a list of tasks included in this component of the Study (listed in the order that the work was performed):

- **Study preparation and project meetings.** Met with IMU's General Manager and Finance and HR Director to discuss Study methods and expectations, review the current Classification and Compensation Plan and organizational structure, answer questions, and review the scope and schedule of work.
- **Material distribution.** Prepared a memorandum of explanation, which was distributed to employees. Held meetings with employees to discuss the Job Analysis Questionnaire (JAQ) and to explain the scope and purpose of the Study. Employees were provided time to complete the questionnaire. The JAQs were returned to MGT within approximately three (3) weeks of distribution.
- **Determined comparable agencies and collected compensation data.** MGT, along with IMU, determined a logical survey sample of "like" agencies that impact the compensation market IMU. Then, MGT designed, and IMU sent out the survey for the positions and benefits covered in the Study.

- **Job Evaluation Analysis and Establishment of a Classification Plan.** Upon return of the JAQs by IMU, MGT performed the following:
 - Read each JAQ and corresponding Job Description in its entirety.
 - Conducted virtual interviews with at least one (1) employee in each position covered by the Study to further understand the scope of duties and responsibilities of the position.
 - Applied a measurement system of Job Evaluation Factors to all positions, which formed the basis for internal rankings (equity) of positions.
 - Upon completion of the Job Evaluation measurements, a new Classification Plan was developed.

Market Survey

The following tasks were included in this component of the Study:

- Tabulated, summarized, and analyzed comparative compensation information obtained from the comparable agencies. Prepared pay tabulations that compared the salary ranges of IMU to the salary ranges of its comparable agencies. Prepared comparison calculations at the 50th, 60th, 65th, 75th and 80th percentiles. Displayed data for each agency and for each position and summarized the data in table form. Based on discussions with IMU and the gathered data, developed salary ranges that would establish IMU as a payer at the 50th percentile of the salary data from the comparable agencies.
- Based on the above data, developed, and recommended new salary schedules.
- Analyzed and summarized the benefit information.

Draft and Final Report Preparation

- A preliminary analysis of the data and recommended Classification and Compensation Plan was shared with IMU.
- A draft report was prepared by MGT and sent electronically to IMU.
- A presentation of the draft findings was conducted.
- This final report has been prepared and transmitted electronically.

Future Administration of the Classification and Compensation Plan

- Within the body of this report, MGT has outlined how IMU can maintain the Classification and Compensation Plan. MGT will supply IMU with a User's Manual and all associated documents to maintain the Classification and Compensation Plan and the steps to ensure IMU remains competitive with the market in the years to come.

JOB EVALUATION

MGT's approach to Job Evaluation involves a quantitative point and factor comparison method, which cross-compares all positions in the organization against numerous factors such as educational requirements, experience, work conditions, etc. Therefore, all jobs in each organizational unit (e.g., Administration, Finance, Electric, etc.) may be compared against each other based on the same factors.

In conducting the Job Evaluation, it must be emphasized that the position, and not the incumbent's qualifications, performance, or years of service in the position, is evaluated. An incumbent employee may feel they should be placed in a higher level (i.e., receive more points) because the individual performs well, has a long tenure with the organization, and/or has additional education or skills not required to perform that job, or may feel they have a more significant workload than a similar employee in another Department; however, these are employee specific characteristics and not determinants for a position evaluation.

Before reviewing the results of the evaluation of the positions, it is important to note that the purpose of a Job Evaluation is to identify whether a job is more or less advanced than, or equal to, other jobs in the organization based on nine (9) objective factors. While these factor definitions are guidelines, they are constructed to allow limited flexibility of interpretation while at the same time providing a strict framework and structure for comparison. The nine (9) factors used for the evaluation of IMU's positions are as follows:

1. Preparation and Training
2. Experience Required
3. Decision-Making and Independent Judgment
4. Responsibility for Policy Development
5. Planning of Work
6. Contact with Others
7. Work of Others (Supervision Exercised)
8. Working Conditions
9. Use of Technology/Specialized Equipment

As part of the Job Evaluation process, the duties, responsibilities, and qualification requirements for each position were reviewed via a thorough reading of the incumbent's current job description and a Job Analysis Questionnaire (JAQ) completed by each employee (Appendix A). In addition, MGT conducted interviews with at least one (1) employee in each of the positions covered by the Study. Points were then assigned to each factor by selecting the description that best fits the appropriate level for the position. In other words, a position that supervises ten (10) full-time staff members would receive more points under the "Work of Others" factor than positions that do not supervise. Points for each factor were then totaled for each position. Using this method, the positions were found to fall into distinguishable Skill Levels. Table 1 contains the Classification Plan, including the Position Title, Skill Level, and proposed Grade for the evaluated positions.

As part of the service provided in the Compensation Study, MGT regularly reviews job titles across agencies and compares them with those used by the client. In doing so, we often identify opportunities to suggest title adjustments that more accurately reflect the roles being performed, align with industry or organizational trends, or highlight unique observations. Based on this, MGT recommends considering the following Job Title changes:

Current Title

Communications Superintendent

Electric Superintendent

Water Superintendent

Proposed New Title

Communications Director

Electric Director

Water Director

Additionally, MGT also identified the following comparisons for IMU's Finance and HR Director position:

Among the thirteen (13) agencies who responded:

- Four (4) agencies indicate IMU's position is their Finance Director.
- Three (3) agencies indicate IMU's position is their Finance and HR Director.
- Two (2) agencies indicate IMU's position is their Finance Manager.
- One (1) agency indicates IMU's position is their Human Resources Director.
- One (1) agency indicates IMU's position is their Senior HR Business Partner.
- One (1) agency indicates IMU's position is their Business Director.
- One (1) agency indicates IMU's position is their Office Manager.

The variety of titles used for the same or similar roles highlights inconsistencies in how this position is understood across different organizations. While some agencies align with the IMU's dual focus (Finance and HR), others place the emphasis solely on Finance, HR, or even a broader business role. These differences may suggest opportunities for IMU to refine this job title to either more clearly reflect the position's responsibilities or align with trends in the marketplace.

THE CLASSIFICATION PLAN

A Classification Plan provides for a systematic arrangement of positions into classifications. A position, often referred to as a job (e.g., Field Technician), contains a specific set of duties and responsibilities, and that is the objective of the classification process – not the person currently holding that job. A classification is a grouping of positions that have similar levels of knowledge, skills, and abilities needed to perform the job. The positions are also similar in nature of work, level of work difficulty, and responsibilities. Positions allocated to the same classification are sufficiently similar with respect to the types of factors enumerated above to permit them to be compensated at the same general level of pay. The positions do not have to

be identical; they can be in different departments, dealing with different subject matters and performing different duties.

It is this arrangement of positions and resulting classification structure that forms the basis for the Classification Plan. As noted in the previous section, a Job Evaluation and Classification Plan is not intended to assess individual performance. To that end, a position that belongs in a certain classification is not entitled to be placed in a higher classification simply because the individual performs with a high degree of success and efficiency, nor is it placed in a lower classification simply because the incumbent performs with low competence or productivity. Variations in individual performance are not recognized by differences in classifications, instead they are management issues. Similarly, there is a tendency in some workforces to use the Classification Plan to reward longevity, even though the duties and responsibilities of individual positions may not have changed over time. Longevity is not a classification factor, and the Classification Plan should not be used in this manner.

As an assessment of duties performed and responsibilities exercised, a Classification Plan is an exceedingly useful managerial tool. It provides the fundamental rationale for the Compensation Plan and helps management identify positions that have taken on (or, in some cases, reduced) duties and responsibilities. Through proper maintenance of the Classification Plan, employees are assured of management's continuing concern about the nature of the work that they carry out and its reward in the form of appropriate pay levels and relationships. The Classification Plan also provides the basis for recruitment, screening, and selection of employees in direct relationship to job content.

SALARY AND BENEFIT DATA

IMU initiated this Study with the objective of assuring that its Compensation Plan is both internally equitable and externally competitive. The Job Evaluation System (outlined above) is performed to address the issue of internal equity. To achieve external competitiveness, a market survey of comparable agencies was conducted. The following explains the labor market review and collection of salary data.

Selection of Comparable Agencies for Data Purposes

Selecting agencies for the comparison group is an important element in a Classification and Compensation Study.

To determine which agencies should be used for survey purposes, MGT selected agencies based on the specific requests provided by IMU. This ensured that the comparison group was aligned with IMU's preferences and strategic goals. In addition to the agencies requested by IMU, MGT added five (5) additional agencies based on conversations with IMU Administration. By focusing on the requested agencies, the survey results are directly relevant to IMU's industry, and organizational priorities. Twenty-eight (28) agencies were surveyed. The full list of the twenty-eight (28) agencies is below:

City of Altoona	Cedar Falls Utilities	Webster City Municipal Utilities
City of Carlisle	Clarke County REC/ Clarke Electric Coop.	MidAmerican Energy**
City of Grimes	Denison Municipal Utilities	Alliant Energy Power & Light Co.
City of Indianola*	Keokuk Municipal Water	Liberty Utilities
City of Norwalk	Mt. Pleasant Municipal Utilities	Iowa-American Water
City of Pella	Muscatine Power & Water	Omni-Tel Communications
Algona Municipal Utilities	Oskaloosa Municipal Water	Osceola Iowa Water Works
Alta Municipal Utilities	Pella REC	Lincoln Electric System
Ames Municipal Electric System	Spencer Municipal Utilities	
Atlantic Municipal Utilities	Waverly Municipal Utilities	

Bolded peers indicate those who either responded to the survey or were included in MGT's research to gather data.

**Indicates peer selected for comparison purposes is significant for ensuring meaningful comparability.*

***Indicates peer selected for comparison purposes, but data only includes two (2) position that are not linemen roles.*

Market Survey

MGT prepared and distributed a market survey to the twenty-eight (28) comparable agencies that covered all positions in IMU. Sixteen (16) agencies responded to the survey or supplied MGT with a copy of their Compensation Plan. Table 1 is a summary of the market survey data. The detailed market survey data for each position is contained in Appendix B.

It is important to make a few observations regarding Table 1 and Appendix B.

- 1) The salary data is information that was available as of October 2024 to December 2024. The new recommended salary ranges for IMU were developed using this salary data from comparable agencies.
- 2) Some of the comparable agencies provided salary range minimums and maximums for comparison purposes, while others (those that don't utilize salary ranges as part of their pay plans) provided actual salaries for surveyed positions. The salary range minimums and maximums were analyzed to determine the 50th, 60th, 65th, 75th, and 80th percentiles to identify wage ranges for "average" and "above average" payers. Any actual salaries provided by comparable agencies were only analyzed in a few instances when there was not enough salary range information. Salary ranges are a better gauge of market salaries than actual salary and are thus preferred to conduct analysis.
- 3) Data contained within Appendix B has been thoroughly reviewed. If the Consultants determined the data was not relevant, it was removed. Thus, if a specific position within the market survey has two worksheets associated with it in Appendix B, then data was removed. The second data sheet will have the word "Edited" after the title of the position surveyed. If a specific data point was removed, it is highlighted on the first and second worksheets and then removed on the second worksheet associated with the position.

Appraisal and Use of Salary Data

While comparing IMU's current salaries to those paid by other employers in the comparable agencies, it must be noted that variations in compensation may be due to several factors, including:

- 1) Organizational size and economic conditions can have an impact on positions. In smaller organizations, employees are often asked to "wear many hats" and, therefore, take on more duties and responsibilities than would normally be required of a certain position. In addition, the economic downturn forced organizations to "do more with less", compelling staff to take on more duties and responsibilities than they have in the past. Therefore, it becomes increasingly harder to compare "like" positions within organizations.
- 2) Some employers place different relative worth on certain groups of employees. For example, some employers are forced to place a higher value on certain employees or groups of employees because of the market and, therefore, pay them more. Overall, the policies and value judgments of different employers in compensating for the same kind of work can vary widely. There is rarely a single prevailing rate for any particular kind of work, even within the same labor market.
- 3) It can be difficult to make exact comparisons among the different employers of the duties and responsibilities of ostensibly similar jobs.

Nevertheless, comparative salary data is widely recognized as a good measure of the appropriate compensation rates with respect to the prevailing market. This data is also useful as an indication of prevailing opinions concerning the compensation relationships that should exist among different classifications of work. Of equal importance, however, are the internal relationships for the various positions that were accomplished in the Job Evaluation portion of this Study.

All comparative salary data has been adjusted to account for the cost-of-labor (COL) differences between the peer agencies' cities and Indianola, IA. Adjusting salary data for cost-of-labor differences is crucial because it ensures a more accurate and equitable comparison. Salaries in different locations can vary significantly due to differences in living costs, wages, and economic conditions. By factoring in these adjustments, we can better understand how salaries in Indianola, IA, compare to those in peer cities, providing a fairer benchmark for evaluating compensation. This process helps ensure that IMU's compensation practices are competitive and appropriately aligned with regional market conditions.

For the purposes of this study, a review of private-sector salary data was also included. MGT subscribes to Salary.com's CompAnalyst online database for up-to-date private sector data. The following employment market area was used in the analysis:

- 1) Indianola, IA
- 2) Electric Power Generation, Transmission & Distribution/ Public Administration/ Water, Sewage & Other System

The industry scopes that were applied to the data were as follows:

- 1) November 2024
- 2) Minimum/Maximum

3) 50th Percentile Used for Base Salary

Market Survey Benefits Findings

A review of the benefits offered by IMU versus the comparable agencies shows that IMU's benefits are competitive with the other entities surveyed. However, there are some differences that are noted below. Twelve (12) agencies provided data for the benefits section of the market survey. However, since some agencies may have marked certain benefits as "N/A," the number of responses for each specific benefit may be fewer than twelve (12).

Health Insurance

Health Plan

- Seven (7) agencies offer PPO insurance plans, this is the most common type of insurance provided.
- One (1) agency offers PPO and HDHP insurance plans.
- One (1) agency offers PPO and HMO insurance plans.
- One (1) agency offers HMO and HDHP insurance plans.
- One (1) agency offers HDHP and Other insurance plans.
- One (1) agency offers HDHP insurance plan.

IMU offers a High Deductible High Premium (HDHP) plan to employees. The majority of agencies offer multiple plans. **Offering only an HDHP may limit IMU's competitiveness in attracting and retaining talent. IMU could consider adding a PPO or another plan type as an option to align with agency agencies.** This could enhance flexibility and competitiveness with IMU's current HDHP approach.

Health Savings Account (HSA)

Five (5) agencies do not offer a Health Savings Account (HSA), and four (4) agencies do offer an HSA. This indicates a balanced divide amongst agencies, suggesting that while HSAs are a popular feature, they are not universally adopted. Among the agencies that offer HSAs, employer contributions vary. The contributions are a mix of single and family amounts, with some agencies providing separate amounts for each. Employee-only contributions range from \$800 to \$2,562.30 and family contributions range from \$3,200 to \$8,300. This suggests flexibility in how agencies structure their benefits based on budget constraints and employee needs.

IMU offers an HSA and contributes \$100 per pay period and a standard annual contribution of \$1,200, plus a one-time extra contribution of \$1,400 (total of \$2,600 annually). If IMU is seeking to offer more comprehensive family coverage, IMU could consider increasing HSA contribution for family plans. **Overall, IMU's HSA offering is competitive for employee-only coverage but could potentially benefit from slight adjustments in the family coverage contributions.**

Premium Coverage

Twelve (12) agencies contribute a percentage towards employee-only coverage, which reflects a standard practice of employer contributions to help cover individual employee healthcare costs. The contributions range from 87% to 100%. The most frequent contribution percentage is 100%, indicating that many agencies aim to cover employee-only healthcare premiums, making

health insurance more affordable for their employees. With IMU's HDHP, IMU contributes \$490.76 monthly, totaling \$5,889.12 annually, for employee-only coverage. IMU's contribution accounts for 85% of the total premium. **IMU's annual contribution is slightly below the average percentages.**

Eleven (11) agencies contribute a percentage towards family health coverage, which reflects a standard practice of employer contributions to help cover family employee healthcare costs. The contributions range from 70% to 100%. The most frequent contribution percentage is 90%, indicating a typical standard or competitive level of support for family coverage. For family coverage, IMU contributes \$1,336.27 monthly, totaling \$16,035.24 annually, for family coverage. IMU's contribution accounts for 85% of the total premium. **IMU's annual contribution is slightly lower than the full premium coverage (90%) offered by many agencies.** Much like employee-only coverage contributions, IMU could consider increasing the family coverage contribution to a higher percentage to align more closely with agency agencies. If increasing the family coverage contribution isn't immediately feasible, it's important to communicate the value of IMU's existing benefits package, including any additional support such as IMU's Health Savings Accounts (HSAs) or other wellness programs.

Dental Insurance

Twelve (12) agencies contribute a percentage towards employee-only coverage, with ten (10) agencies contributing 100%, one (1) agency contributing 95%, and one (1) agency contributing 85%. IMU contributes \$22.96 monthly, totaling \$275.52 annually, for employee-only coverage. IMU's contribution accounts for 77% of the total premium. **To stay competitive with agencies, IMU could consider contributing 100% for employee-only coverage as it aligns with all agency responses.**

Eleven (11) agencies contribute a percentage towards family dental coverage, with contributions varying from 30% to 100%, showing a broad range of employer support. The most frequent contribution level is 100%, with four (4) agencies. This indicates that most agencies aim to cover a substantial portion of family premiums. IMU contributes \$95.66 monthly, totaling \$1,147.92 annually, for family coverage. IMU's contribution accounts for 83% of the total premium. **IMU is competitive with peer agencies in family dental contributions.**

Vision Insurance

Ten (10) agencies contribute a percentage towards employee-only coverage, with nine (9) contributing 100%, and one (1) agency contributing 80%. One (1) agency does not contribute towards employee-only coverage. With nine (9) of ten (10) agencies contributing 100%, agencies aim to fully cover the cost of employee-only coverage. IMU contributes \$4.91 monthly, totaling \$58.92 annually, for employee-only coverage. IMU's contribution accounts for 71% of the total premium. **To stay competitive with agencies, IMU could consider contributing 100% for employee-only coverage as it aligns with the overwhelming majority of responses. However, MGT has also found it common in the industry to offer vision insurance as a voluntary benefit paid for 100% by the employee.**

Seven (7) agencies contribute a percentage towards family vision coverage, with four (4) agencies contributing 100% and two (2) agencies contributing 90%, and one agency contributing 78%. Three (3) agencies do not contribute towards family vision coverage. IMU contributes \$10.89 monthly, totaling \$130.68 annually, for family coverage. IMU's contribution accounts for 69% of the total premium. **To stay competitive with agencies, IMU could consider contributing closer to 78% for family coverage as it aligns more closely with the responses. However, MGT has also found it common in the industry to offer vision insurance as a voluntary benefit paid for 100% by the employee.**

Life Insurance

IMU provides Life insurance of \$15,000 for union employees and \$25,000 - \$100,000 to non-union employees at no cost to the employee. **IMU's non-union coverage (up to \$100,000) is highly competitive and surpasses many agencies. This positions IMU as a strong contender for attracting and retaining non-union employees. The \$15,000 union employee coverage falls behind many agencies offering \$20,000 or more, making it less attractive.** Twelve (12) agencies provide life insurance coverage, with a variety of coverage levels:

- Two (2) agencies offer a fixed coverage amount of \$20,000. This standard coverage level provides a baseline of financial security for beneficiaries.
- Two (2) agencies offer a fixed coverage amount of \$30,000, with one (1) agency offering employees the option to purchase extra term life insurance for themselves, their spouse, and/or their children, fully funded by the employee. This option combines baseline coverage with flexibility for those needing higher protection levels.
- Three (3) agencies offer a fixed coverage amount of \$50,000, with one (1) agency offering union employees \$50,000 and non-union employees 1.5x their salary. This represents a higher fixed coverage level, appealing to employees who prioritize significant financial security for their beneficiaries.
- One (1) agency offers \$40,000 in Accidental Death and Dismemberment (AD&D), adding an extra layer of financial protection for employees in case of accidental death or severe injury.
- One (1) agency provides life insurance equivalent of up to \$75,000 of an employee's annual salary. This combines personalization with standardization, accommodating employees at different salary levels while providing a benefit that reflects their financial needs.
- One (1) agency provides life insurance equivalent to the employee's annual salary. This approach offers a more personalized level of support that reflects the individual's financial needs.
- One (1) agency provides life insurance equivalent to the employee's annual salary, plus \$2,000 for dependents. This approach enhances personalized coverage with added support for dependents.
- One (1) agency offers \$25,000 in life insurance. This amount is on the lower end of coverage levels.

Sick Leave

Sick time for IMU is earned at the rate of 3.7 hours per pay period, or twelve (12) days per year. **IMU is comparable to its agencies in sick days offered.** Eleven (11) agencies offer sick days, with a variety of days:

- Six (6) agencies offer twelve (12) sick days, this is the most common number of days provided.
- Two (2) agencies offer zero (0) sick days, which is the lowest in this comparison.
- One (1) agency offers nineteen (19) sick days, exceeding the most common number of days provided, and is the maximum in this comparison.
- One (1) agency offers thirteen (13) sick days, exceeding the most common number of days provided.
- One (1) agency offers eight (8) sick days, offering a better option than the minimum but still below the most common number of days provided.

Holidays

IMU offers ten (10) paid holidays. **IMU is comparable to its agencies in holidays.** Eleven (11) agencies offer holidays, with a variety of days:

- Three (3) agencies offer ten (10) days, this is the most common number of days provided.
- Two (2) agencies offer eleven (11) days, slightly exceeding the most common number of days provided, and the maximum number of days in this comparison.
- Two (2) agencies offer nine and a half (9.5) days, slightly below the most common number of days provided.
- Two (2) agencies offer nine (9) days, also slightly below the most common number of days provided.
- One (1) agency offers eight (8) days, slightly below the most common number of days provided.
- One (1) agency offers six (6) days, which is the lowest in this comparison.

Personal Days

IMU offers two (2) personal days. **IMU is comparable to its agencies in personal days.** Eleven (11) agencies offer personal days, with a variety of days:

- Four (4) agencies offer one (1) personal day, this is the most common number of days provided.
- Three (3) agencies offer two (2) personal days, slightly exceeding the most common number of days provided.
- Two (2) agencies offer zero (0) personal days, which is the lowest in this comparison.

- One (1) agency offers six (6) personal days, which exceeds the most common number of days provided, and the maximum number of days in this comparison.
- One (1) agency offers three (3) personal days, slightly exceeding the most common number of days provided.

Vacation Days

At 1 year of service, IMU offers ten (10) days per year. **IMU is comparable to its peer agencies in the days offered.** The average is six (6) days at one (1) year of service:

- Six (6) agencies offer five (5) days, which is the most common number of days provided, and also the lowest in this comparison.
- One (1) agency offers twenty-two (22) days for exempt employees and nineteen (19) days to non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers fifteen (15) days, which exceeds the most common number of days provided.
- One (1) agency offers fourteen (14) days, which exceeds the most common number of days provided.
- One (1) agency offers twelve (12) days, which exceeds the most common number of days provided.
- One (1) agency offers ten (10) days, which exceeds the most common number of days provided.

At 5 years of service, IMU offers thirteen (13) days per year. **IMU is comparable to its peer agencies in the days offered.** The average is ten (10) days at five (5) years of service:

- Six (6) agencies offer ten (10) days, which is the most common number of days provided, and also the lowest in this comparison.
- One (1) agency offers thirty (30) days for exempt employees and twenty-seven (27) days to non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers twenty-four (24) days, which exceeds the most common number of days provided.
- One (1) agency offers twenty (20) days, which exceeds the most common number of days provided.
- One (1) agency offers fifteen (15) days, which exceeds the most common number of days provided.
- One (1) agency offers twelve (12) days, which exceeds the most common number of days provided.

At 10 years of service, IMU offers just over sixteen (16) days per year. **IMU is comparable to its peer agencies in the days offered.** The average is fifteen (15) days at ten (10) years of service:

- Eight (8) agencies offer fifteen (15) days, which is the most common number of days provided, and also the lowest in this comparison.
- One (1) agency offers thirty-five (35) days for exempt employees and thirty-two (32) days for non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers twenty-nine (29) days, which exceeds the most common number of days provided.
 - One (1) agency offers twenty (20) days, which exceeds the most common number of days provided.

At 15 years of service, IMU offers twenty (20) days per year. **IMU is comparable to its agencies in the days offered.** The average is twenty (20) days at fifteen (15) years of service:

- Eight (8) agencies offer twenty (20) days, this is the most common number of days provided.
- One (1) agency offers forty (40) days for exempt employees and thirty-seven (37) days to non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers thirty-four (34) days, which exceeds the most common number of days provided.
- One (1) agency offers eighteen (18) days, falling slightly below agency averages, and is the lowest in this comparison.

At 20 years of service, IMU offers twenty-five (25) days per year. **IMU is comparable to its peer agencies in the days offered.** The average is twenty-five (25) days at twenty (20) years of service:

- Six (6) agencies offer twenty-five (25) days, this is the most common number of days provided.
- Two (2) agencies offer twenty (20) days, falling below agency averages, and is the lowest in this comparison.
- One (1) agency offers forty (40) days for exempt employees and thirty-seven (37) days to non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers thirty-nine (39) days, which exceeds the most common number of days provided and aligns closely with the maximum number of days provided.
- One (1) agency offers twenty-one (21) days, also falling below agency averages, but slightly above the lowest in this comparison.

At 25 years of service, IMU offers twenty-five (25) days per year. **IMU is comparable to its peer agencies in the days offered.** The average is twenty-five (25) days at twenty-five (25) years of service:

- Seven (7) agencies offer twenty-five (25) days, this is the most common number of days provided.
- One (1) agency offers forty (40) days for exempt employees and thirty-seven (37) days to non-exempt employees, which exceeds the most common number of days provided, and is the maximum number of days in this comparison.
- One (1) agency offers thirty-nine (39) days, which exceeds the most common number of days provided and aligns closely with the maximum number of days provided.
- One (1) agency offers twenty-one (21) days, also falling below agency averages, but slightly above the lowest in this comparison.
- One (1) agency offers twenty (20) days, falling below agency averages, and is the lowest in this comparison.

Other Benefits

Below is a summary of additional benefits offered by agencies.

- Zero (0) agencies offer pet insurance. IMU does not offer this benefit, aligning with peer agency offerings.
- Seven (7) agencies offer short-term disability. IMU offers this benefit, aligning with peer agency offerings.
- Ten (10) agencies offer long-term disability. IMU offers this benefit, aligning with peer agency offerings.
- Six (6) agencies offer sick leave donations. IMU offers this benefit, aligning with peer agency offerings.
- Eleven (11) agencies offer retirement plans. IMU offers this benefit, aligning with peer agency offerings.
- Five (5) agencies offer PTO banks. IMU does not offer this benefit.
- Six (6) agencies offer education assistance. IMU offers this benefit, aligning with peer agency offerings.
- Four (4) agencies offer vehicle allowance. IMU does not offer this benefit.
- Seven (7) agencies offer cell phone allowance. IMU offers this benefit for employees who meet specific pay grade criteria, aligning with peer agency offerings.
- Ten (10) agencies offer employee assistance programs (EAP). IMU offers this benefit, aligning with peer agency offerings.
- Three (3) agencies offer paid parental leave. IMU does not offer this benefit.
- Zero (0) agencies offer childcare assistance. IMU does not offer this benefit, aligning with peer agency offerings.

- One (1) agency offers dependent care. IMU does not offer this benefit, aligning with most peer agency offerings.
- Zero (0) agencies offer adoption assistance. IMU does not offer this benefit, aligning with peer agency offerings.
- Five (5) agencies offer wellness programs. IMU offers this benefit.
- Six (6) agencies offer fitness center/gym discounts. IMU offers this benefit, aligning with peer agency offerings.
- One (1) agency offers PTO to volunteer. IMU does not offer this benefit, aligning with most peer agency offerings.

Market Survey Benefits Analysis

Overall, IMU's benefits package is competitive in many areas but could be enhanced in key aspects:

- **Health Plans:** Adding PPO or HMO options alongside HDHP would improve flexibility.
- **Dental and Vision Insurance:** Increasing contributions for both employee-only and family coverage would make IMU more competitive.
- **Additional Benefits:** PTO banks, and/or possibly PTO to volunteer programs could be considered further to enhance the overall benefits package.

By adjusting in these areas, IMU could become more competitive with its peer agencies, making it easier to attract and retain top talent.

When evaluating base salaries and benefits, IMU's comprehensive compensation package shows areas of strength as well as opportunities for improvement. While IMU's base salaries are slightly below those offered by peer agencies in certain pay categories, IMU's benefits package remains competitive and aligns well with industry standards. This balance allows IMU to maintain a level of competitiveness in attracting and retaining talent. Although these discrepancies in pay are not immediately concerning, it is essential to address them thoughtfully and strategically. By capitalizing on the strengths of IMU's benefits offerings and implementing gradual enhancements to compensation in areas where gaps exist, IMU can ensure the organization remains competitive in the market.

Appendix C contains tables summarizing the detailed data related to the benefits survey.

COMPENSATION PLAN DEVELOPMENT AND RECOMMENDATIONS

Development of the Compensation Plan

A basic element in any human resources management program is adequate and equitable employee compensation. A Compensation Plan of this nature is essential if qualified employees are to be recruited and retained. To achieve this goal, there must be a reasonable and widely accepted model of Job Factors upon which the Compensation Plan rests. Application of this model was the purpose of the Job Evaluation aspect of this Study. The Plan presented in this report is designed to accomplish the Study goals by:

- 1) Providing for equal compensation for work of equivalent job content and responsibility.
- 2) Facilitating adjustments to compensation levels based on changing economic and employment conditions that impact these interrelationships.
- 3) Establishing compensation ranges that compare favorably with those of other equivalent agencies within the appropriate labor market.

In preparing this Plan, the Study only looked at base compensation. The compensation associated with longevity or other fringe benefits was not analyzed or factored into the Compensation Plan.

Compensation Plan Options for IMU's Consideration

One of the purposes of this study was to provide an updated Compensation Plan that relates to the external market and is internally equitable. Below is a detailed explanation of three (3) different Compensation Plans:

- 1) **Defined Step Increment Plan:** This is a Compensation Plan that has salary ranges with a minimum and a maximum with defined percentage increments (e.g., 3%) in between. If an employee has a satisfactory performance evaluation, they systematically advance through the compensation range. The performance evaluation and resulting salary increment increase occurs annually.
- 2) **Open Range Merit Plan:** This is a Compensation Plan that also has salary ranges with minimums and maximums but without defined percentage increments in between. Employees are advanced through the compensation range based on an annual satisfactory performance evaluation, with the percentage of their increase determined annually by IMU Administration.
- 3) **Blended Merit Plan:** This is a Compensation Plan that uses techniques from both a Defined Increment Plan and an Open Range Merit Plan.

In considering which Plan to use, it is important to understand that employees at various levels of responsibility may react differently toward, and be motivated differently by, the Compensation Plan they work under. Management personnel who are goal-oriented may have a higher acceptance of the Open Range Merit Plan and thus tend to be more comfortable with this method of compensation. Mid to lower-level positions may want the assurance of a defined salary increase based on satisfactory performance.

Each system provides for advantages and disadvantages which should be evaluated by IMU to determine the most appropriate system to be established.

Recommendation: Defined Step Increment Plan

MGT is recommending the adoption of a Defined Step Increment Plan. A Defined Step Increment Plan has salary ranges with minimums and maximums with defined percentage increments in between each step. Employees are advanced through the ranges based on an annual satisfactory performance evaluation.

Proposed Compensation Plan and Structure

Within the market analysis, MGT refers to “percentiles” (for example: 50th, 60th, 65th, 75th, and 80th percentiles). Percentiles indicate where salaries or salary ranges fall in comparison to the other salaries or salary ranges from comparable agencies. The 50th percentile is the median (or middle) of the data set. When an agency is considering which percentile to compensate employees at, they are deciding where they want their employee salaries and salary ranges to fall within the market of comparable agencies. For example, if an agency selects the 50th percentile, that means they would be paying a fair market rate at the 50th percentile or middle of the comparable agencies. If an agency selects the 60th percentile, then the salary ranges would be 10% higher than the middle of the market.

An important component in the process of developing a Compensation Plan is understanding and applying the pay philosophy of IMU. For this study, the IMU is considering a pay philosophy of compensating employees at the 50th percentile.

The next step in this process is to combine the Skill Levels included in Table 1 with the proposed salary ranges in Table 2. The Classification and Compensation Plan consists of eleven (11) pay grades; one (1) being lowest and eleven (11) being highest, and is broken down into the following four (4) bands:

Grades 1 – 5: Administrative and Technical Staff

Grades 6 – 8: Supervisors and Advanced Technical Staff

Grades 9 – 10: Directors and Senior Managers

Grade 11: General Manager

There is a 7% gradation Grades 1-5, 10% between Grades 6-8, and 30% between Grades 9-10. Grades 1 – 10 have a 30% range spread from minimum to maximum, and Grade 11 has a 35% range spread from minimum to maximum. Each Grade has ten (10) defined step increments of 2.9% between each step; meaning there is a 2.9% increase from Step A to Step B and so on.

Note: Gradation refers to the relationship between the minimum compensation of one grade to the minimum compensation of the next grade. In this case, the starting compensation for employees in Grade 2 is 7% higher than Grade 1 and so on. The gradation will vary depending upon the relationship between the salary data for the grade, the number of grades in the compensation band, and the established compensation range.

Table 1 combines all of the classification and compensation data at the 50th percentile.

Implementation and Administration of the Compensation Plan

Implementation of the Compensation Plan, as it affects individual employees, should be under the following pattern of adjustments:

- 1) Employees whose present compensation is below the minimum compensation of the range for their classification should be raised to the minimum of the range.
- 2) The compensation of employees whose present compensation is within the range for their classification should be slotted into the new Compensation Plan at their current pay rate.
- 3) The compensation of employees whose present compensation is above the maximum compensation of the range should be held at their present rate, without a reduction in compensation, until such time that further market analysis indicates commensurate alignment with the marketplace. However, IMU can consider lump sum increases for these employees, which does not impact base compensation levels, until the ranges adjust to include the individual employee compensation rates.

Employee Advancement through the Ranges

To implement the new Compensation Plan, MGT recommends that the starting salary of the range (minimum) is the normal hiring/promoting rate. Exceptions to this starting point should be limited to hiring situations involving:

- 1) Applicants with exceptional background and qualifications.
- 2) A promotion in which the employee's current compensation is higher than the minimum of the new range.
- 3) In the case of a labor market situation where it is impossible to recruit qualified candidates at the minimum.

In these cases, employees may be appointed to their positions anywhere within the defined range (generally up to the midpoint), depending on their experience and qualifications, and based on the provisions of IMU's policies (if applicable). Employees should not be hired below the minimum of their compensation range.

Salary advancement between the hiring rate and the top of the range (maximum) is done throughout the employees' tenure with the organization. Advancement through the range would be done on an annual basis and be dependent on a satisfactory performance evaluation. Incumbents progressing through the range should understand that standards of performance would become more exacting or controlling as compensation levels advance.

Step Increases

For administration, step increases will be granted to full and permanent part-time employees and will be effective the beginning of the pay period following the employees anniversary date. Anniversary date is defined as the date the employee entered into their current position, not their hire date.

Step increases will be granted as outlined on the proposed Compensation plan. Step increases will be granted for satisfactory performance, behavior, compliance with policies, etc. Step increases are not guaranteed; the General Manager or Department Head will evaluate each

individual employee through a performance evaluation, in conjunction with the Human Resources Director, to determine if the employee is eligible for a step increase.

FUTURE ADMINISTRATION OF THE COMPENSATION PLAN

To maintain competitive salary levels, there should be an annual review of IMU's salary ranges. The agencies used in the survey group for this Study have been determined to be comparable agencies to IMU. Therefore, IMU can continue to use these agencies as a comparable market survey group for annual salary comparison purposes until it is determined that they should be reevaluated. MGT recommends that an annual survey of these agencies be conducted to determine the percentage increase each organization in the comparable group is granting, either as an annual across-the-board increase to their employees or as a general adjustment to their compensation ranges. IMU may wish to provide an across-the-board increase to all employees based on the information received from the comparable agencies. If this is the case, then the increases would be granted separately from any merit increase that would be awarded as a result of a successful performance evaluation.

It is the further recommendation of MGT that the compensation ranges for each grade be increased by the average percentage increase of the comparable group, even if an across-the-board increase is not given to all employees. Employees would continue to advance through the compensation ranges (provided that the employee is not at the maximum of the compensation range) by a merit increase granted for satisfactory or above-satisfactory performance of their job duties.

FUTURE ADMINISTRATION OF THE CLASSIFICATION PLAN

The administration of a Classification Plan is an ongoing process. It must be recognized that it is not static and is not intended to affix positions permanently into classifications. Instead, the Plan must be administered continually to adapt it to changing conditions.

Three (3) specific types of changes in the Plan itself are possible: elimination of a position, creation of a position, or a revision of a position.

- 1) When a position in a classification is eliminated or when a position has significantly changed work duties and responsibilities to the extent that the position becomes inappropriate or inaccurate, the position should be abolished.
- 2) New positions should be created when new work situations arise that are not covered by the established positions. However, caution should be exercised in this respect, particularly to ensure that new positions are justified, are not merely duplicating established positions, cannot be accommodated through changes in existing positions, and reflect substantially permanent rather than temporary situations.
- 3) The adjustment or revision of a position should be done when there are substantial changes to the requirements of the position or to the nature and complexities of the

duties being performed. In this instance, a position may need to be re-scored and move up or down into a new classification.

All changes should be thoroughly evaluated to maintain the integrity of the classification relationships established in the Classification and Compensation Plan. IMU Administration has been provided with the Job Analysis Questionnaire as well as the Job Factor Scoring Sheet, enabling IMU to grade a newly created or revised position. MGT provides scoring assistance in such cases by the Study contract.

Appreciation

MGT has appreciated the opportunity to work with IMU on this Classification and Compensation Study. A special thank you to the employees for all of the information provided to allow for the analysis and to IMU's General Manager and Finance and HR Director for the significant amount of work and support dedicated to the project.

Indianola Municipal Utilities
Table 1 - Comprehensive Table

Position:	New Grade	50th Percentile Salary Survey Data		Current Salary Range		Proposed Salary Range 50th Percentile	
General Manager	11	153,625	204,833	Contract	Contract	153,500	207,225
Communications Superintendent	10	139,410	185,879	106,024	137,447	139,750	181,675
Director of Finance & HR	9	116,546	156,025	96,792	124,552	107,500	139,750
Electric Superintendent	9	111,316	139,709	106,024	137,447	107,500	139,750
Water Superintendent	9	94,497	124,131	96,792	124,552	107,500	139,750
Senior Network Engineer	8	89,300	127,263	91,152	117,380	96,800	125,840
Lead Generation & Metering Technician	7			84,095	93,441	88,000	114,400
Lead Line Mechanic	7	94,857	115,501	84,095	93,441	88,000	114,400
Lead Field Tech	6			68,290	79,886	80,000	104,000
Line Mechanic	6	86,713	104,123	80,523	84,548	80,000	104,000
Network Engineer	6	82,706	106,543	75,159	97,491	80,000	104,000
Utility Services Supervisor	6	79,239	108,348	75,159	97,491	80,000	104,000
Water Operator III	6			79,886	89,861	80,000	104,000
Water Operator II	5	61,002	85,720	68,290	79,886	72,094	93,722
Generation & Metering Tech II	4			68,290	79,886	67,377	87,591
Network Support Specialist	4	75,095	96,729	57,895	74,298	67,377	87,591
Generation & Meter Tech I	3	52,586	70,868	60,134	68,290	62,970	81,860
Technical Support Specialist	3	55,055	74,384	57,895	74,298	62,970	81,860
Accounts Payable and Payroll Clerk	2	56,185	73,336	57,895	74,298	58,850	76,505
Apprentice Lineman	2	61,888	91,163	63,094	76,689	58,850	76,505
Field Technician	2	60,825	83,830	54,597	61,416	58,850	76,505
Board Secretary/USR	1	45,454	60,605	51,736	66,786	55,000	71,500
Utility Services Representative	1	50,910	66,884	47,743	62,704	55,000	71,500

Table 2 - Proposed Pay Ranges

50th Percentile - Proposed Pay Ranges										
Administrative and Technical										
7% Between Each Grade and a 30% Range Spread with a 2.9% increase between each Step.										
Grade	Minimum - Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Maximum - Step J
1	55,000	56,595	58,236	59,925	61,663	63,451	65,291	67,185	69,133	71,138
2	58,850	60,557	62,313	64,120	65,979	67,893	69,862	71,888	73,972	76,118
3	62,970	64,796	66,675	68,608	70,598	72,645	74,752	76,920	79,150	81,446
4	67,377	69,331	71,342	73,411	75,540	77,730	79,985	82,304	84,691	87,147
5	72,094	74,185	76,336	78,550	80,828	83,172	85,584	88,065	90,619	93,247
Supervisors and Advanced Technical										
10% Between Each Grade and a 30% Range Spread with a 2.9% increase between each Step.										
Grade	Minimum - Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Maximum - Step J
6	80,000	82,320	84,707	87,164	89,692	92,293	94,969	97,723	100,557	103,473
7	88,000	90,552	93,178	95,880	98,661	101,522	104,466	107,496	110,613	113,821
8	96,800	99,607	102,496	105,468	108,527	111,674	114,913	118,245	121,674	125,203
Directors and Senior Managers										
30% Between Each Grade and a 30% Range Spread with a 2.9% increase between each Step.										
Grade	Minimum - Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Maximum - Step J
9	107,500	110,618	113,825	117,126	120,523	124,018	127,615	131,316	135,124	139,042
10	139,750	143,803	147,973	152,264	156,680	161,224	165,899	170,710	175,661	180,755
General Manager										
35% Range Spread with a 2.9% increase between each Step.										
Grade	Minimum - Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Maximum - Step J
11	153,500	157,952	162,532	167,246	172,096	177,086	182,222	187,506	192,944	198,539

APPENDIX A

EMPLOYEE JOB ANALYSIS QUESTIONNAIRE (JAQ)

Indianola Municipal Utilities

NAME:	DATE:
YEARS OF EXPERIENCE WITH EMPLOYER:	JOB TITLE:
YEARS OF EXPERIENCE ON THIS JOB:	YOUR JOB IS: FULL TIME ☐ PART TIME ☐
YOUR YEARS OF EXPERIENCE IN THIS FIELD:	YOUR EDUCATION: ☐ High Sch. ☐ Assoc. Deg. ☐ Bach. Deg. ☐ Mas. Deg.
NAME OF IMMEDIATE SUPERVISOR:	THEIR TITLE:

INSTRUCTIONS

The purpose of this questionnaire is to obtain additional information about your job that may not be included in your current job description. Please answer each question thoughtfully and frankly. After you have finished your portion of the questionnaire, give it to your immediate supervisor, who will complete their section.

General Summary: In three or four sentences, please summarize the major purpose or primary function of your job.

Please indicate if you have reviewed your current job description.

If you have any changes to your current job description, please mark them on the JD and attach it to this JAQ, or indicate changes here:

If you do not have a job description available to review, please list your job duties. Try to place your duties in order of importance and group "like" tasks together (e.g., "clerical duties including word processing, opening mail, filing, etc." or "front desk responsibilities including greeting visitors, answering telephones and routing calls, etc."). Job duties:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

- 9.
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.

Feel free to add more numbers/duties if necessary.

FACTOR 1. Education & Training: In your opinion, what kind of education and training is necessary to perform your job?

- ☐ LEVEL 1: Level of knowledge that is below what is normally attained through high school graduation.
- ☐ LEVEL 2: High school diploma (GED) or equivalent.
- ☐ LEVEL 3: High school, plus elementary technical training, acquired on the job or through one year or less of technical or business school.
- ☐ LEVEL 4: Extensive technical or specialized training such as would be acquired by an Associate's Degree or two years of technical or business school.
- ☐ LEVEL 5: Completion of four-year college degree program.
- ☐ LEVEL 6: Additional professional level of education beyond a four-year college program, such as a CPA or Professional Engineer (P.E.) training.
- ☐ LEVEL 7: Completion of graduate coursework equal to a Master's Degree or higher.

What specific degree/coursework is NECESSARY?

What specific degree/coursework is PREFERRED?

If a specific certificate or license is mandated by an outside agency to perform your duties, name the certificate or license:

What special skills, knowledge, and abilities are required to perform your job? Please list:

FACTOR 2. Years of Experience: How much previous work experience do you feel is necessary to perform your job?

- | LEVEL 1: | LEVEL 2: | LEVEL 3: | LEVEL 4: | LEVEL 5: |
|---|---------------------------------------|---------------------------------------|--|---|
| ☐ Less Than 1 Year | ☐ 1 to 3 Years | ☐ 4 to 6 Years | ☐ 7 to 10 Years | ☐ More than 10 Years |

What is the minimum number of years required?

What specific experience is necessary?

FACTOR 3. Independent Judgment and Decision Making

Part 1: How much discretion do you have in making decisions with or without the input or direction of your supervisor?

- ☐ LITTLE: Little discretion or independent judgment exercised.
- ☐ SOME: Some discretion or judgment exercised, but supervisor is normally available.
- ☐ OFTEN: Job often requires making decisions in absence of specific policies and/or guidance from supervisors, but some direct guidance is received from supervisors.
- ☐ HIGH: High level of discretion with decisions restricted only by Departmental policies and little direct guidance from supervisors.
- ☐ VERY HIGH: Very high level of discretion with decisions only restricted by the broadest policies of the Organization.

Part 2: If you make an erroneous decision, what impact would this decision have on your work unit, department, and/or the Organization?

- ☐ MINOR: Some inconvenience and delays but minor costs in terms of time, money, or public/employee good will.
- ☐ MODERATE: Moderate costs in time, money, or public/employee good will would be incurred. Delays in important projects/schedules likely.
- ☐ SERIOUS: Important goals would not be achieved and the financial, employee, or public relations posture of the Organization would be seriously affected.
- ☐ CRITICAL: Critical goals and objectives of the Organization would be adversely and very seriously affected. Error could likely result in critical financial loss, property damage, or bodily harm/loss of life.

FACTOR 4. Responsibility for Policy Development: Does your job require you to participate in the development of policies for your unit/division/department/the Organization?

- ☐ LEVEL 1: Position involves only the execution of policies or use of existing procedures.
- ☐ LEVEL 2: May provide some input to supervisor when policies and procedures are updated.
- ☐ LEVEL 3: Position involves some development of policies/procedures for the Department and/or the interpretation or explanation of departmental policies for others in the organization or residents.
- ☐ LEVEL 4: Position involves significant or primary responsibility for the development of policies and procedures for a division or organizational component of a department, as well as the interpretation, execution and recommendation of changes to department policies.
- ☐ LEVEL 5: Position involves significant or primary responsibility for the development of policies and procedures for an entire department, plus occasional participation in the development of policies which affect other departments in the organization.
- ☐ LEVEL 6: Position involves the primary responsibility for the development of departmental policies and procedures and regular participation in the development of policies that affect other departments and occasionally involves participation in the development of organization-wide policies.

Give some examples of the types of policies you've written or been a part of creating:

FACTOR 5. Planning: How much latitude do you have to set your own daily work schedule and priorities for a given workday?

- ☐ LEVEL 1: Position requires that my daily work load and activities are assigned to me by my supervisor.
 - ☐ LEVEL 2: Position requires that I plan my own daily work load and work independently according to established procedures or standards.
 - ☐ LEVEL 3: Position requires that I plan my own daily work load and those of others in the department (first-level supervision).
 - ☐ LEVEL 4: Position requires an above average ability to analyze data and develop departmental plans, including plans where a number of difficult, technical and/or administrative problems must be addressed (Manager/Division level planning).
 - ☐ LEVEL 5: Position requires a high level of analytical ability to develop plans for a department or complex situation, including plans that involve integrating/involving/impacting other departments (Department Head level planning).
-

FACTOR 6. Contacts with Others: In the course of performing your job, what contacts with people in your department, other departments within the organization, and/or people from outside the organization are you required to make?

- ☐ LEVEL 1: Position involves interaction with fellow workers on routine matters with relatively little public contact.
- ☐ LEVEL 2: Position involves frequent internal and external contact, but generally on routine matters such as furnishing or obtaining information.
- ☐ LEVEL 3: Position involves frequent internal contact and regular contact with outsiders generally on routine matters, including contacts with irate outsiders which require some public relations skill for taking complaints for others to follow up upon.
- ☐ LEVEL 4: Position involves frequent internal and external contacts which require public relations skills in handling complaints. Contacts involve non-routine problems and require in-depth discussion and/or persuasion in order to resolve the problem. Handles more difficult contacts that are referred by front line employees.
- ☐ LEVEL 5: Position involves frequent internal and external contacts which require skill in dealing with, and influencing others, and initiating changes in policy/procedures to address the issue so as to avoid having to deal with the issue again in the future.
- ☐ LEVEL 6: Position involves frequent internal and external contacts in which I act as the spokesperson for the department and am authorized to make commitments of significant resources on behalf of the department.
- ☐ LEVEL 7: Position involves frequent internal and external contacts where I represent the entire organization and am authorized to make commitments in matters of broad or critical interest to the entire organization.

With which internal individuals or groups do you have the most contact?

With which external individuals or groups do you have the most contact?

FACTOR 7. Supervision Given:

Do you supervise or assign work to other employees? ☐ Yes ☐ No

If yes:

- ☐ LEVEL 1: Position is regularly responsible for assigning work to an employee or employees, without acting in a supervisory role. To whom does this position assign work?
- ☐ LEVEL 2: Position is responsible for the supervision of one full time or several part time employees.
- ☐ LEVEL 3: Position is responsible for the supervision of two to five full time (or full time equivalent) employees.
- ☐ LEVEL 4: Position is responsible for the supervision of six to 15 full time (or full time equivalent) employees.
- ☐ LEVEL 5: Position is responsible for direct and/or indirect supervision of 16 to 29 full time (or full time equivalent) employees.
- ☐ LEVEL 6: Position is responsible for direct and/or indirect supervision of 30 to 50 full time (or full time equivalent) employees.
- ☐ LEVEL 7: Position is responsible for direct and/or indirect supervision of more than 51 full time (or full time equivalent) employees.

Actual number of full-time (or full-time equivalent) employees supervised:

FACTOR 8. Physical Demands: Please describe any physical demands required to perform your job.

Demand	No	Yes	How often? (Rarely, Occasionally or Daily)
Lifting to 20 pounds	☐	☐	
Lifting 20-50 pounds	☐	☐	
Lifting 50+ pounds	☐	☐	
Climbing	☐	☐	
Walking	☐	☐	
Kneeling	☐	☐	
Crouching	☐	☐	
Crawling	☐	☐	
Bending	☐	☐	
Sitting	☐	☐	
Prolonged Standing	☐	☐	
Prolonged Visual Concentration	☐	☐	

Unpleasant or Hazardous Conditions: Please describe any unpleasant or hazardous conditions you are exposed to in performing your job and how often you are exposed to those conditions. Include only those conditions which are directly related to your work rather than specific work area conditions.

Condition	No	Yes	How Often? (Rarely, Occasionally or Daily)
Lighting-dimness or brightness	☐	☐	
Dust	☐	☐	
Heat	☐	☐	
Cold	☐	☐	
Odors	☐	☐	
Noise	☐	☐	
Vibration	☐	☐	
Wetness/Humidity	☐	☐	
Toxic Agents	☐	☐	
Electrical Currents	☐	☐	
Heavy Machinery	☐	☐	
Violence	☐	☐	
Disease	☐	☐	
Smoke	☐	☐	

Other

☐ ☐

FACTOR 9. Use of Technology/Specialized Equipment: Please check the level of technology or specialized equipment use needed for you to perform your job.

- ☐ LEVEL 1: Position has no responsibility for, or use of, technology.
- ☐ LEVEL 2: Position has some basic use of computers for data entry and some use of the telephone, copier, etc.
- ☐ LEVEL 3: Position has daily use of computers for data entry and use of the telephone, fax machine, copier, etc. Position has daily use of light equipment such as push mowers, weed whackers, pole saws, custodial equipment, etc.
- ☐ LEVEL 4: Position has daily use of computers, the Internet, Smartphones, etc. to create databases, spreadsheets, or reports. Position designs and creates customized reports, presentations, and/or documents using advanced software skills.
- ☐ LEVEL 5A: Position provides routine consultation and technology support for everyday computer programming and/or software requests/questions to others in the organization; is an applications super user; or uses specialized software such as GIS, SCADA or telecommunications software.
- ☐ LEVEL 5B: Position uses, troubleshoots, and/or repairs various pieces of specialized equipment such as HVAC, lighting, gas flares, blowers, engines, heavy equipment, diagnostic equipment, large vehicles (vacuum trucks, street sweepers, fire apparatus) and/or medical or public safety equipment.
- ☐ LEVEL 6: Position is responsible for advanced computer programming, system security, maintenance, training, and purchasing of items such as computers, printers, scanners, etc., for the computer system for the organization (IT personnel).
- ☐ LEVEL 7: Position is responsible for the overall direction and supervision of the staff that are responsible for the computer and technology needs of the organization, including responsibility for developing technology policies for the organization (IT personnel).
-

10. FLSA EXEMPT OR NON-EXEMPT DETERMINATION

Do you receive overtime or comp time for hours worked beyond your normal work week? ☐ Yes ☐ No

Is your position considered any one of the following: Executive, Administrative, Professional, or Computer? If so, please answer the questions in the applicable sections below. If not, please skip to Question 11.

Please answer for only one category:

A. Executive

	No	Yes	Unsure
Are you paid the equivalent of at least \$684 per week on a salary basis?	☐	☐	☐
Is your primary duty managing the department or unit of a local government?	☐	☐	☐
Percent of time spent managing	☐	☐	☐
Do you customarily direct the work of two or more other employees (or the equivalent of two or more, e.g., 4 part-timers)?	☐	☐	☐
Do you have the ability to hire and fire, or do your recommendations carry significant weight even if you are unauthorized to make the final decision?	☐	☐	☐

B. Administrative**No Yes Unsure**

Are you paid the equivalent of at least \$684 per week on a salary basis?

☐ ☐ ☐

Is this a "staff" position where your primary duty is performing office or non-manual work directly related to the management or general operations of the organization, division or unit?

☐ ☐ ☐

Do you exercise discretion and independent judgment with respect to matters of significance, have the authority to formulate/interpret policy, and have a high level of operational responsibility?

☐ ☐ ☐**C. Professional****No Yes Unsure**

Are you paid the equivalent of at least \$684 per week on a salary basis?

☐ ☐ ☐

Does your primary duty include the performance of work that requires advanced knowledge in a field of science or learning that is customarily acquired by a prolonged course of specialized instruction?

☐ ☐ ☐

Is a specialized advanced degree a prerequisite for your job?

☐ ☐ ☐

If yes, what is the degree or certification?

D. Computer**No Yes Unsure**

Are you paid the equivalent of at least \$684 per week on a salary basis?

☐ ☐ ☐

Do your primary duties involve:

The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications; OR

☐ ☐ ☐

The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on or related to user or system design specifications; OR

☐ ☐ ☐

The design, documentation, testing, creation or modification of computer programs related to organizational operating systems; OR

☐ ☐ ☐

A combination of the aforementioned duties, the performance of which requires the same level of skills?

☐ ☐ ☐

11. Comments/Additional Information: Feel free to add additional information below. If using a printed copy of this form, use the back of the form to add your comments.

Type your name and the date below, then save this form as a Word document with the file name of "JobTitle.LastName.FirstName" and email it to your supervisor. If using a printed copy of this form, sign and date it and then deliver to your supervisor.

EMPLOYEE'S SIGNATURE OR TYPED NAME

DATE

THIS SECTION TO BE COMPLETED BY IMMEDIATE SUPERVISOR AND/OR DEPARTMENT HEAD

Please provide your comments below. If using a printed copy of the form and additional space is needed, please use the back of this form or attach an additional sheet. **Please do not mark in employee's portion of the questionnaire.**

1. Do you agree with the employee's answers to all of the above questions? If not, please explain.
2. List any job duties or assignments which the employee performs which are in addition to those listed on the job description or this form.
3. How long has this employee worked for you?
4. Additional comments from the employee's immediate supervisor:

Type your name and the date below, then email this form to your Department Head (if applicable) or to IMU Administration. If using a printed copy of this form, sign and date it before forwarding.

SUPERVISOR'S SIGNATURE OR TYPED NAME

DATE

If Supervisor isn't Department Head, Department Head should review this form as well.

- ☐ I have read the above and substantially concur.
- ☐ I have read the above and have the following comments:

Type your name and the date below, and then email this form to IMU Administration. If using a printed copy of this form, sign and date it before forwarding.

DEPARTMENT HEAD SIGNATURE OR TYPED NAME

DATE

APPENDIX B

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Elec. Apprentice Lineman				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Elec. Apprentice Lineman	52,586.00	77,048.00	
Webster City Municipal Utilities	Elec. Apprentice Lineman	73,734.00	73,734.00	73,734.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Elec. Apprentice Lineman	79,914.00	95,599.00	85,128.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Elec. Apprentice Lineman			69,562.00
City of Grimes	n/a			
Waverly Municipal Utilities	Elec. Apprentice Lineman	61,887.81	91,830.94	77,715.82
Denison Municipal Utilities	Elec. Apprentice Lineman	57,402.00	86,713.00	62,749.00
City of Altoona	n/a			
Ames Municipal Electric System	Appren. Elec. Lineworker	61,002.00	91,163.00	
Cedar Falls Utilities	Elec. Line Worker (Appren.)	78,906.00	106,539.00	96,215.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	n/a			
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Elec. Apprentice Lineman			Multiple
Range Data				
50th Percentile		61,887.81	91,163.00	
60th Percentile		68,995.52	91,563.76	
65th Percentile		72,549.38	91,764.15	
70th Percentile		74,768.40	92,584.55	
75th Percentile		76,320.00	93,714.97	
80th Percentile		77,871.60	94,845.39	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Elec. Lead Gen & Metering Tech				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Elec. Ops Operator	53,450.00	78,660.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			
City of Grimes	n/a			
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	Elec. Meter & Relay Technician			87,375.00
Cedar Falls Utilities	n/a			
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	n/a			
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Elec. Lead Gen & Metering Tech			93,850
Range Data				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Elec. Lineman				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Elec. Lineman	84,853.00	84,853.00	
Webster City Municipal Utilities	Elec. Lineman	85,409.00	94,946.00	94,946.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Elec. Lineman			106,411.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Elec. Lineman	99,349.00	107,803.00	
City of Grimes	n/a			
Waverly Municipal Utilities	Elec. Lineman	99,782.54	104,122.96	104,122.96
Denison Municipal Utilities	Journeyman Lineman	86,713.00	97,298.00	92,016.00
City of Altoona	n/a			
Ames Municipal Electric System	Elec. Lineworker			101,203.00
Cedar Falls Utilities	Elec. Line Worker	106,539.00	106,539.00	106,539.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Engineer II - Elec.al	83,431.00	123,764.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Elec. Lineman			Multiple
Range Data				
50th Percentile		86,713.00	104,122.96	
60th Percentile		94,294.60	105,572.58	
65th Percentile		98,085.40	106,297.40	
70th Percentile		99,435.71	106,791.80	
75th Percentile		99,565.77	107,171.00	
80th Percentile		99,695.83	107,550.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Elec. Lead Lineman				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Elec. Lead Lineman	84,635.20	84,635.20	
Webster City Municipal Utilities	Foreman	102,087.00	102,087.00	102,087.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Elec. Lead Lineman			112,047.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			
City of Grimes	n/a			
Waverly Municipal Utilities	Elec. Lead Lineman	106,721.65	114,755.65	114,755.65
Denison Municipal Utilities	Line Foreman	82,265.00	105,124.00	101,745.00
City of Altoona	n/a			
Ames Municipal Electric System	Elec. Line Crew Leader			107,006.00
Cedar Falls Utilities	Line Crew Leader	116,247.00	116,247.00	116,247.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Line Crew Supervisor	87,627.00	129,874.00	
2024 Utility Salary Survey Report	Line/Construction Foreman	103,651	122,197	112,000
CompAnalyst	Lead Lineman	82,900	120,100	99,700
IMU	Elec. Lead Lineman			Multiple
Range Data				
50th Percentile		94,857.00	115,501.33	
60th Percentile		102,399.80	117,017.60	
65th Percentile		102,947.20	118,366.15	
70th Percentile		103,494.60	119,714.70	
75th Percentile		104,418.66	120,624.25	
80th Percentile		105,493.39	121,358.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Electric Superintendent				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Electric Director			150,889.00
Webster City Municipal Utilities	Supervisor	111,316.00	111,316.00	111,316.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Utility Coordinator			73,888.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Electric Manager			110,468.00
City of Grimes	n/a			
Waverly Municipal Utilities	Supv, Construction & Line	89,148.82	117,459.40	120,140.49
Denison Municipal Utilities	Manager Electric Services	94,497.00	120,264.00	113,907.00
City of Altoona	n/a			
Ames Municipal Electric System	Electric Dist Mgr	99,049.00	139,709.00	
Cedar Falls Utilities	Elec Construction & Line Supv	143,083.50	194,724.00	171,976.50
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Dir, Power Production & Supply	161,285.00	239,663.00	
2024 Utility Salary Survey Report	Line Division Supt	123,925	145,405	134,581
CompAnalyst	n/a			
IMU	Electric Superintendent			126,922
Range Data				
50th Percentile		111,316.00	139,709.00	
60th Percentile		118,881.40	143,126.60	
65th Percentile		122,664.10	144,835.40	
70th Percentile		127,756.70	155,268.80	
75th Percentile		133,504.25	170,064.50	
80th Percentile		139,251.80	184,860.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Generation & Metering Technician I & II				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Meter Reader	52,586.00	77,048.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Metering Technician			73,861.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			
City of Grimes	Water/Wastewater Laborer	51,999.00	67,314.00	60,980.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	Meter Reader	53,121.00	70,868.00	
Cedar Falls Utilities	n/a			
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	n/a			
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Generation & Metering Technician I & II			Multiple
Range Data				
50th Percentile		52,586.00	70,868.00	
60th Percentile		52,693.00	72,104.00	
65th Percentile		52,746.50	72,722.00	
70th Percentile		52,800.00	73,340.00	
75th Percentile		52,853.50	73,958.00	
80th Percentile		52,907.00	74,576.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Part Time Support Specialist				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Cust Care/Tech Support Rep	55,237.00	80,833.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Supply Chain/Comp. Spec			57,260.00
Oskaloosa Municipal Water	Utility Support Specialist			69,783.00
Keokuk Municipal Water	Distribution Worker	55,030.00	60,987.00	56,439.00
Spencer Municipal Utilities	Technical Support Spec	50,814.00	52,846.00	
City of Grimes	IT Coordinator	69,877.00	91,257.00	87,088.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	n/a			
Cedar Falls Utilities	n/a			
City of Indianola	IT Technical Support	55,055.00	74,384.00	
MidAmerican Energy	n/a			
Muscatine Power & Water	Comm. Support Spec I	41,510.00	62,734.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Part Time Support Specialist			\$16.45/hr
Range Data				
50th Percentile		55,042.50	68,559.00	
60th Percentile		55,055.00	74,384.00	
65th Percentile		55,100.50	75,996.25	
70th Percentile		55,146.00	77,608.50	
75th Percentile		55,191.50	79,220.75	
80th Percentile		55,237.00	80,833.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Technical Support Specialist				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Cust Care/Tech Support Rep	55,237.00	80,833.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Supply Chain/Comp. Spec			57,260.00
Oskaloosa Municipal Water	Utility Support Specialist			69,783.00
Keokuk Municipal Water	Distribution Worker	55,030.00	60,987.00	56,439.00
Spencer Municipal Utilities	Technical Support Spec	50,814.00	52,846.00	
City of Grimes	IT Coordinator	69,877.00	91,257.00	87,088.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	Technical Services Supervisor	90,761.00	126,783.00	
Cedar Falls Utilities	n/a			
City of Indianola	IT Technical Support	55,055.00	74,384.00	
MidAmerican Energy	n/a			
Muscatine Power & Water	Comm. Support Spec I	48,209.00	72,595.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Technical Support Specialist			63,398
Range Data				
50th Percentile		55,055.00	74,384.00	
60th Percentile		55,164.20	78,253.40	
65th Percentile		55,218.80	80,188.10	
70th Percentile		58,165.00	82,917.80	
75th Percentile		62,557.00	86,045.00	
80th Percentile		66,949.00	89,172.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Network Support Specialist				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	n/a			
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			
City of Grimes	n/a			
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	IT/OT/GIS Systems Coord	76,129.00	97,298.00	84,596.00
City of Altoona	n/a			
Ames Municipal Electric System	Network Technician I	58,520.00	82,231.00	
Cedar Falls Utilities	Network Technician	74,060.00	96,533.00	81,114.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Systems Administrator	78,907.00	96,925.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Network Support Specialist			61,526
Range Data				
50th Percentile		75,094.50	96,729.00	
60th Percentile		75,715.20	96,846.60	
65th Percentile		76,025.55	96,905.40	
70th Percentile		76,406.80	96,962.30	
75th Percentile		76,823.50	97,018.25	
80th Percentile		77,240.20	97,074.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Network Engineer				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Network Engineer	85,730.00	124,131.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			88,050.00
City of Grimes	Network Systems Admin	80,775.00	107,957.00	107,457.00
Waverly Municipal Utilities	Network Engineer	77,185.00	103,694.00	90,228.00
Denison Municipal Utilities	n/a			
City of Altoona	IT Director	127,407.00	181,445.00	137,805.00
Ames Municipal Electric System	Network Technician II	63,303.00	89,975.00	
Cedar Falls Utilities	Network Engineer I	84,636.00	105,128.00	91,034.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Network Engineer	91,931.00	136,139.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Network Engineer			82,701
Range Data				
50th Percentile		84,636.00	107,957.00	
60th Percentile		85,292.40	117,661.40	
65th Percentile		85,620.60	122,513.60	
70th Percentile		86,970.20	126,532.60	
75th Percentile		88,830.50	130,135.00	
80th Percentile		90,690.80	133,737.40	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

	Network Engineer (edited)			
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Network Engineer	85,730.00	124,131.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			88,050.00
City of Grimes	Network Systems Admin	80,775.00	107,957.00	107,457.00
Waverly Municipal Utilities	Network Engineer	77,185.00	103,694.00	90,228.00
Denison Municipal Utilities	n/a			
City of Altoona	IT Director			
Ames Municipal Electric System	Network Technician II	63,303.00	89,975.00	
Cedar Falls Utilities	Network Engineer I	84,636.00	105,128.00	91,034.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Network Engineer	91,931.00	136,139.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Network Engineer			82,701
Range Data				
50th Percentile		82,705.50	106,542.50	
60th Percentile		84,636.00	107,957.00	
65th Percentile		84,909.50	112,000.50	
70th Percentile		85,183.00	116,044.00	
75th Percentile		85,456.50	120,087.50	
80th Percentile		85,730.00	124,131.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Senior Network Engineer				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	n/a			
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Senior Network Engineer			115,690.00
City of Grimes	n/a			
Waverly Municipal Utilities	Senior Network Engineer	88,879.00	118,928.00	115,638.00
Denison Municipal Utilities	n/a			
City of Altoona	Network Administrator	88,015.00	114,854.00	105,106.00
Ames Municipal Electric System	Network Administrator	74,716.00	108,538.00	
Cedar Falls Utilities	Network Engineer II	97,898.00	127,263.00	110,111.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Network Architect	101,197.00	149,231.00	
2024 Utility Salary Survey Report	Supervisory Engineer	120,328	157,698	137,401
CompAnalyst	Network Engineer III	89,300	139,100	113,778
IMU	Senior Network Engineer			108,722
Range Data				
50th Percentile		89,300.00	127,263.00	
60th Percentile		94,458.80	134,365.20	
65th Percentile		97,038.20	137,916.30	
70th Percentile		98,557.80	141,126.20	
75th Percentile		99,547.50	144,165.50	
80th Percentile		100,537.20	147,204.80	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Communications Field Technician				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Communications Field Tech	58,043.00	84,831.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Communications Field Tech	66,207.00	78,921.00	
City of Grimes	n/a			
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	Communication Specialist	63,303.00	89,975.00	
Cedar Falls Utilities	Communications Tech	58,347.00	82,829.00	73,679.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Telecom Technician I			
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Communications Field Tech			Multiple
Range Data				
50th Percentile		60,825.00	83,830.00	
60th Percentile		62,311.80	84,430.60	
65th Percentile		63,055.20	84,730.90	
70th Percentile		63,593.40	85,345.40	
75th Percentile		64,029.00	86,117.00	
80th Percentile		64,464.60	86,888.60	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Comm. Lead Field Tech				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	n/a			
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	n/a			
City of Grimes	n/a			
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	Comm. & Outreach Manager	81,516.00	119,539.00	
Cedar Falls Utilities	Lead Communications Tech	87,722.00	87,722.00	87,722.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Telecom Technician III			
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Comm. Lead Field Tech			80,184
Range Data				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				
Actual Data				
50th Percentile				
60th Percentile				
65th Percentile				
70th Percentile				
75th Percentile				
80th Percentile				

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Telecommunications Supt				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Telecommunications Director			162,683.00
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Telecom Manager			146,551.00
City of Grimes	n/a			
Waverly Municipal Utilities	Telecom Director	113,718.00	152,133.00	147,116.00
Denison Municipal Utilities	n/a			
City of Altoona	Utilities Operator III	62,561.00	81,651.00	62,561.00
Ames Municipal Electric System	n/a			
Cedar Falls Utilities	Dir of Comm. Svcs / CTO	169,489.00	231,513.00	181,391.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Dir, Cust. & Tech Exp	161,285.00	239,663.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Telecommunications Supt			130,354
Range Data				
50th Percentile		137,501.50	191,823.00	
60th Percentile		151,771.60	215,637.00	
65th Percentile		158,906.65	227,544.00	
70th Percentile		162,105.40	232,328.00	
75th Percentile		163,336.00	233,550.50	
80th Percentile		164,566.60	234,773.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

	Telecommunications Supt (edited)			
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Telecommunications Director			162,683.00
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Telecom Manager			146,551.00
City of Grimes	n/a			
Waverly Municipal Utilities	Telecom Director	113,718.00	152,133.00	147,116.00
Denison Municipal Utilities	n/a			
City of Altoona	Utilities Operator III			
Ames Municipal Electric System	n/a			
Cedar Falls Utilities	Dir of Comm. Svcs / CTO	169,489.00	231,513.00	181,391.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Dir, Cust. & Tech Exp	161,285.00	239,663.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Telecommunications Supt			130,354
Range Data				
50th Percentile				154,899.50
60th Percentile				159,569.60
65th Percentile				161,904.65
70th Percentile				164,553.80
75th Percentile				167,360.00
80th Percentile				170,166.20
Actual Data				
50th Percentile		139,409.55	185,879.40	
60th Percentile		143,612.64	191,483.52	
65th Percentile		145,714.19	194,285.58	
70th Percentile		148,098.42	197,464.56	
75th Percentile		150,624.00	200,832.00	
80th Percentile		153,149.58	204,199.44	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Utility Services Rep.				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Customer Care & Billing Rep.	52,586.00	77,048.00	
Webster City Municipal Utilities	Utility Services Rep.	47,902.00	52,476.00	48,522.00
City of Norwalk	Office Assistant	52,532.13	70,042.84	
Mt. Pleasant Municipal Utilities	n/a	42,950.00	54,543.00	54,543.00
Oskaloosa Municipal Water	Office Associate			49,379.00
Keokuk Municipal Water	Billing Clerk			48,595.00
Spencer Municipal Utilities	Customer Service	50,217.00	60,973.00	
City of Grimes	Utility Clerk	51,602.00	67,111.00	57,444.00
Waverly Municipal Utilities	Utility Services Rep.	53,897.00	72,846.00	59,468.00
Denison Municipal Utilities	Admin Secretary-Cashier	49,493.00	63,676.00	52,321.00
City of Altoona	Utility Billing Clerk	56,185.00	73,336.00	64,255.00
Ames Municipal Electric System	Utility Customer Services Clerk	54,272.00	75,394.00	
Cedar Falls Utilities	Customer Services Assistant	48,607.00	66,657.00	52,763.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Customer Services Rep. II	41,510.00	62,734.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Utility Services Rep.			Multiple
Range Data				
50th Percentile		50,909.50	66,884.00	
60th Percentile		52,160.08	68,870.10	
65th Percentile		52,540.21	70,463.31	
70th Percentile		52,569.84	72,005.05	
75th Percentile		52,913.75	72,968.50	
80th Percentile		53,634.80	73,238.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Utility Services Supervisor				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Cust. Service & Marketing Mgr	77,860.00	113,002.00	
Webster City Municipal Utilities	Utility Services Supervisor	50,774.00	55,856.00	53,801.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	n/a			
Oskaloosa Municipal Water	Utility Support Specialist			54,153.00
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Customer Service Manager			117,778.00
City of Grimes	Utility Billing Clerk	60,604.00	78,455.00	65,063.00
Waverly Municipal Utilities	Utility Services Supervisor	77,185.00	103,694.00	77,217.00
Denison Municipal Utilities	n/a			
City of Altoona	Utilities Supervisor	88,015.00	114,854.00	111,508.00
Ames Municipal Electric System	Utility Accounts Supervisor	81,516.00	119,539.00	
Cedar Falls Utilities	Customer Service Supervisor	80,617.00	91,767.00	96,544.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Manager, Utility Solutions	111,181.00	163,609.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Utility Services Supervisor			82,701
Range Data				
50th Percentile		79,238.50	108,348.00	
60th Percentile		80,796.80	113,372.40	
65th Percentile		81,111.45	114,020.60	
70th Percentile		81,426.10	114,668.80	
75th Percentile		83,140.75	116,025.25	
80th Percentile		85,415.40	117,665.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Board Secretary_USR				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Deputy City Clerk	52,586.00	77,048.00	
Webster City Municipal Utilities	n/a			
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Board Secretary			50,504.00
Oskaloosa Municipal Water	<i>Business Director does this</i>			
Keokuk Municipal Water	Secretary			39,084.00
Spencer Municipal Utilities	n/a			
City of Grimes	n/a			
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	n/a			
City of Altoona	n/a			
Ames Municipal Electric System	n/a			
Cedar Falls Utilities	Executive Assistant	61,997.00	84,460.00	75,966.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	Sr. Executive Coordinator	87,627.00	129,874.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Board Secretary_USR			56,888
Range Data				
50th Percentile				50,504.00
60th Percentile				55,596.40
65th Percentile				58,142.60
70th Percentile				60,688.80
75th Percentile				63,235.00
80th Percentile				65,781.20
Actual Data				
50th Percentile		45,453.60	60,604.80	
60th Percentile		50,036.76	66,715.68	
65th Percentile		52,328.34	69,771.12	
70th Percentile		54,619.92	72,826.56	
75th Percentile		56,911.50	75,882.00	
80th Percentile		59,203.08	78,937.44	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Water Operator II & III				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Lead W Treat. Plant Operator	61,004.00	89,022.00	
Webster City Municipal Utilities	Water Operator	57,159.00	61,931.00	61,931.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Water Operator	78,234.00	92,175.00	84,376.00
Oskaloosa Municipal Water	Water Distribution Foreman			64,913.00
Keokuk Municipal Water	Plant Operator	47,594.00	64,239.00	62,306.00
Spencer Municipal Utilities	Lead Water Operator IV	82,755.00	93,117.00	
City of Grimes	Water/Wastewater Operator	59,791.00	76,356.00	69,482.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	Water Operator	57,402.00	73,691.00	63,146.00
City of Altoona	Utilities Operator II	56,185.00	73,336.00	60,508.00
Ames Municipal Electric System	Water Plant Operator	61,327.00	92,694.00	
Cedar Falls Utilities	Water System Operator	65,185.00	92,234.00	92,234.00
City of Indianola	Wastewater Operator III	61,000.00	82,417.00	
MidAmerican Energy	n/a			
Muscatine Power & Water	System Operator II	87,627.00	129,874.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Water Operator II & III			Multiple
Range Data				
50th Percentile		61,002.00	85,719.50	
60th Percentile		61,197.80	90,913.80	
65th Percentile		61,905.70	92,183.85	
70th Percentile		64,027.60	92,216.30	
75th Percentile		68,447.25	92,349.00	
80th Percentile		75,624.20	92,602.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Water Supt.				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Water Supt.	85,730.00	124,131.00	
Webster City Municipal Utilities	Water Supt.	102,194.00	102,194.00	102,194.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	Water Supt.			116,058.00
Oskaloosa Municipal Water	Water Plant Foreman			74,912.00
Keokuk Municipal Water	Plant Supt.			111,581.00
Spencer Municipal Utilities	Water Manager			106,813.00
City of Grimes	Utilities and Right of Way Supt.	89,536.00	119,526.00	100,812.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	Manager Water Services	94,497.00	120,264.00	99,777.00
City of Altoona	Stormwater Coordinator	94,368.00	123,137.00	123,137.00
Ames Municipal Electric System	Water Plant Supt.	89,259.00	132,068.00	
Cedar Falls Utilities	Water Operations Supv	137,441.00	187,842.50	156,909.50
City of Indianola	WPC Supt.	103,000.00	139,162.00	
MidAmerican Energy	n/a			
Muscatine Power & Water	Dir, Utility Service Delivery	161,285.00	239,663.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Water Supt.			109,200
Range Data				
50th Percentile		94,497.00	124,131.00	
60th Percentile		100,654.60	130,480.60	
65th Percentile		102,355.20	133,486.80	
70th Percentile		102,677.60	136,324.40	
75th Percentile		103,000.00	139,162.00	
80th Percentile		116,776.40	158,634.20	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Accounts Payable/Payroll Clerk				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Accounting Specialist	58,043.00	83,831.00	
Webster City Municipal Utilities	AP/Payroll Clerk	50,774.00	55,856.00	55,524.00
City of Norwalk	Deputy City Clerk	54,519.27	72,692.36	60,112.00
Mt. Pleasant Municipal Utilities	AP/Payroll Clerk			64,450.00
Oskaloosa Municipal Water	n/a			
Keokuk Municipal Water	n/a			
Spencer Municipal Utilities	Accounting Assistant			63,124.00
City of Grimes	Staff Accountant	51,602.00	67,111.00	51,602.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	Util Billing Spec/Payroll Clerk	52,630.00	67,742.00	63,213.00
City of Altoona	AP/Payroll Clerk	56,185.00	73,336.00	61,404.00
Ames Municipal Electric System	Payroll Coordinator	63,303.00	89,975.00	
Cedar Falls Utilities	Finance Specialist	61,997.00	84,460.00	72,493.00
City of Indianola	Administrative Bookkeeper	50,050.00	67,622.00	
MidAmerican Energy	Tech Accountant/Acctg Advisor	89,759.00	121,393.00	
Muscatine Power & Water	Accountant II	65,382.00	97,499.00	
2024 Utility Salary Survey Report	n/a			
CompAnalyst	n/a			
IMU	Accounts Payable/Payroll Clerk			59,779
Range Data				
50th Percentile		56,185.00	73,336.00	
60th Percentile		58,043.00	83,831.00	
65th Percentile		60,020.00	84,145.50	
70th Percentile		61,997.00	84,460.00	
75th Percentile		62,650.00	87,217.50	
80th Percentile		63,303.00	89,975.00	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

Finance & HR Director				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	Finance Director	146,876.00		146,876.00
Webster City Municipal Utilities	Finance & HR Director	90,905.00	90,905.00	90,905.00
City of Norwalk	Finance Director	130,179.30	173,572.41	156,291.00
Mt. Pleasant Municipal Utilities	Finance & HR Director			95,396.00
Oskaloosa Municipal Water	Business Director			70,317.00
Keokuk Municipal Water	Office Manager			86,492.00
Spencer Municipal Utilities	Finance Manager			145,062.00
City of Grimes	Finance Director	116,546.00	158,134.00	144,643.00
Waverly Municipal Utilities	n/a			
Denison Municipal Utilities	Manager of Finance	94,497.00	120,264.00	111,356.00
City of Altoona	Finance Director	127,407.00	153,916.00	142,279.00
Ames Municipal Electric System	Director of Finance/HR	118,887.00	181,615.00	
Cedar Falls Utilities	n/a			
City of Indianola	Human Resources Director	103,000.00	139,162.00	
MidAmerican Energy	Sr. HR Business Partner	89,759.00	139,303.00	
Muscatine Power & Water	Director, Finance & Admin Svcs	161,285.00	239,663.00	
2024 Utility Salary Survey Report	Chief Financial Officer	116,355	195,507	163,986
CompAnalyst	n/a			
IMU	Finance & HR Director			106,122
Range Data				
50th Percentile		116,546.00	156,025.00	
60th Percentile		118,887.00	164,309.36	
65th Percentile		123,147.00	171,256.65	
70th Percentile		127,407.00	175,985.19	
75th Percentile		128,793.15	179,604.35	
80th Percentile		130,179.30	184,393.40	
Actual Data				
50th Percentile		-	-	
60th Percentile		-	-	
65th Percentile		-	-	
70th Percentile		-	-	
75th Percentile		-	-	
80th Percentile		-	-	

Indianola Municipal Utilities
Appendix B - Market Survey Salaries

General Manager				
Comparable Community	Title & Position Comments	Minimum Rate:	Maximum Rate:	Actual Salary:
City of Pella	<i>Currently these responsibilities are held by the City Administrator</i>			
Webster City Municipal Utilities	City Manager	177,948.00	177,948.00	177,948.00
City of Norwalk	n/a			
Mt. Pleasant Municipal Utilities	General Manager			148,795.00
Oskaloosa Municipal Water	General Manager			115,826.00
Keokuk Municipal Water	General Manager			152,700.00
Spencer Municipal Utilities	General Manager			297,186.00
City of Grimes	City Administrator			183,866.00
Waverly Municipal Utilities	General Manager	144,333.00	192,467.00	168,300.00
Denison Municipal Utilities	General Manager			170,694.00
City of Altoona	Public Utilities Director	127,407.00	181,445.00	161,268.00
Ames Municipal Electric System	n/a			
Cedar Falls Utilities	General Manager			233,229.00
City of Indianola	n/a			
MidAmerican Energy	n/a			
Muscatine Power & Water	General Manager	247,806.00	370,874.00	
2024 Utility Salary Survey Report	General Manager/CEO	186,340	280,425	228,778
CompAnalyst	n/a			
IMU	General Manager			144,622
Range Data				
50th Percentile				170,694.00
60th Percentile				177,948.00
65th Percentile				180,907.00
70th Percentile				183,866.00
75th Percentile				206,322.00
80th Percentile				228,778.00
Actual Data				
50th Percentile		153,624.60	204,832.80	
60th Percentile		160,153.20	213,537.60	
65th Percentile		162,816.30	217,088.40	
70th Percentile		165,479.40	220,639.20	
75th Percentile		185,689.80	247,586.40	
80th Percentile		205,900.20	274,533.60	

APPENDIX C

	Health - Type of Plan			
	HMO	PPO	HDHP	Other
Comparable Community				
City of Pella		X		
Webster City Municipal Utilities		X		
City of Norwalk		X		
Mt. Pleasant Municipal Utilities		X		
Oskaloosa Municipal Water		X		
Keokuk Municipal Water		X		
Spencer Municipal Utilities	X		X	
City of Grimes			X	X
Waverly Municipal Utilities			X	
Denison Municipal Utilities		X		
City of Altoona		X	X	
Cedar Falls Utilities	X	X		
IMU			X	

	Health - Other	
Comparable Community	Do you offer an HSA?	If yes, do you make contributions on behalf of the employee?
City of Pella	No	No
Webster City Municipal Utilities	No	No
City of Norwalk	N/A	
Mt. Pleasant Municipal Utilities	No	No
Oskaloosa Municipal Water	No	No
Keokuk Municipal Water	No	No
Spencer Municipal Utilities	Yes	\$1,150 single; \$3,200 family
City of Grimes	Yes	\$800.00
Waverly Municipal Utilities	Yes	\$1,500
Denison Municipal Utilities	N/A	
City of Altoona	Yes	Employee Only HDHP-\$2,562.30;Family HDHP- \$8,300.00
Cedar Falls Utilities	N/A	
IMU	Yes	\$100/ pay period and a standard annual contribution of \$1,200, plus a one-time extra contribution of \$1,400 (total of \$2,600 annually)

	Health - Employee Only		
	Health - Employee Only	Health - Family	
Comparable Community	Employer Percentage	Employer Percentage	
City of Pella	90%	90%	
Webster City Municipal Utilities	100%	90%	
City of Norwalk	95%	95%	
Mt. Pleasant Municipal Utilities	100%	N/A	
Oskaloosa Municipal Water	100%	90%	
Keokuk Municipal Water	100%	90%	
Spencer Municipal Utilities	95%	70%	
City of Grimes	Traditional 95%/ HDHP 100%	Traditional 95%/ HDHP 100%	
Waverly Municipal Utilities	100%	95%	
Denison Municipal Utilities	95%	95%	
City of Altoona	90%	90%	
Cedar Falls Utilities	90%	85%	
IMU	\$490.76/month	\$1,336.27/month	

	Dental - Employee Only		Dental - Family	
Comparable Community	Employer Percentage		Employer Percentage	
City of Pella	100%		100%	
Webster City Municipal Utilities	100%		90%	
City of Norwalk	100%		ER-\$40/EE-Remainder	
Mt. Pleasant Municipal Utilities	100%		N/A	
Oskaloosa Municipal Water	100%		100%	
Keokuk Municipal Water	100%		90%	
Spencer Municipal Utilities	95%		70%	
City of Grimes	100%		100%	
Waverly Municipal Utilities	100%		100%	
Denison Municipal Utilities	100%		30%	
City of Altoona	100%		65%	
Cedar Falls Utilities	85%		90%	
IMU	\$22.96/month		\$95.66/month	

	Vision - Employee Only		
	Vision - Employee Only	Vision - Family	
Comparable Community	Employer Percentage	Employer Percentage	
City of Pella	100%	0%	
Webster City Municipal Utilities	100%	90%	
City of Norwalk	100%	100%	
Mt. Pleasant Municipal Utilities	100%	N/A	
Oskaloosa Municipal Water	100%	100%	
Keokuk Municipal Water	100%	90%	
Spencer Municipal Utilities	0%	0%	
City of Grimes	100%	100%	
Waverly Municipal Utilities	100%	0%	
Denison Municipal Utilities	N/A	N/A	
City of Altoona	100%	100%	
Cedar Falls Utilities	80%	78%	
IMU	\$4.91/month	\$10.89/month	

	Life Insurance - Employee	
Comparable Community	Do you offer Life Insurance?	Amount of Employee Coverage
City of Pella	Yes	\$30k term life/AD&D policy 100% employer paid. We also offer the ability to purchase additional term life beyond the city-paid amount for employee, spouse, and/or children at 100% employee paid.
Webster City Municipal Utilities	Yes	\$30,000
City of Norwalk	Yes	\$40,000 AD&D
Mt. Pleasant Municipal Utilities	Yes	\$50,000
Oskaloosa Municipal Water	Yes	\$25,000
Keokuk Municipal Water	Yes	\$20,000
Spencer Municipal Utilities	Yes	\$20,000
City of Grimes	Yes	Basic Life and AD&D coverage for all eligible employees at no charge. The benefit level is equal to 1 x salary.
Waverly Municipal Utilities	Yes	100% of salary coverage for employee; \$2,000 for dependents
Denison Municipal Utilities	Yes	Annual wage up to \$75,000 - Employer 100%
City of Altoona	Yes	\$50,000
Cedar Falls Utilities	Yes	Yes, union employees \$50,000 and non-union employees 1.5x their salary
IMU	Yes	Union \$15,000 Non-Union \$25,000-\$100,000

	Sick Leave	Holidays	Personal Days
Comparable Community	Number of sick days granted to employees per year	Number of holidays granted per year	Number of personal days granted to employees per year
City of Pella	12	9	1
Webster City Municipal Utilities	19	9	1
City of Norwalk	N/A	N/A	N/A
Mt. Pleasant Municipal Utilities	12	9.5	1
Oskaloosa Municipal Water	13	10	2
Keokuk Municipal Water	12	10	2
Spencer Municipal Utilities	0	6	0
City of Grimes	0	11	0
Waverly Municipal Utilities	12	10	2
Denison Municipal Utilities	12	9.5	1
City of Altoona	8	11	6
Cedar Falls Utilities	12	8	3
IMU	12	10	2

	Vacation					
Comparable Community	At (1) Year of Service	At (5) Years of Service	At (10) Years of Service	At (15) Years of Service	At (20) Years of Service	At (25) Years of Services
City of Pella	5	10	15	20	20	20
Webster City Municipal Utilities	12	12	15	18	21	21
City of Norwalk	N/A	N/A	N/A	N/A	N/A	N/A
Mt. Pleasant Municipal Utilities	5	10	15	20	25	25
Oskaloosa Municipal Water	5	10	15	20	25	25
Keokuk Municipal Water	5	10	15	20	25	25
Spencer Municipal Utilities	14	24	29	34	39	39
City of Grimes	Exempt = 22 days / Non-Exempt = 19 days	Exempt = 30 days / Non-Exempt = 27 days	Exempt = 35 days / Non-Exempt = 32 days	Exempt = 40 days / Non-Exempt = 37 days	Exempt = 40 days / Non-Exempt = 37 days	Exempt = 40 days / Non-Exempt = 37 days
Waverly Municipal Utilities	5	10	15	20	25	25
Denison Municipal Utilities	5	10	15	20	25	25
City of Altoona	10	15	15	20	20	25
Cedar Falls Utilities	15	20	20	20	25	25
IMU	10	13	16.3	20	25	25

Comparable Community	Other					
	Pet Insurance	Short-term Disability	Long-term Disability	Sick Leave Donation or Buy Back	Retirement Plans	PTO Banks
City of Pella		X	X	X	X	
Webster City Municipal Utilities			X	X	X	
City of Norwalk		X	X		X	X
Mt. Pleasant Municipal Utilities		X	X			
Oskaloosa Municipal Water				X	X	X
Keokuk Municipal Water				X	X	
Spencer Municipal Utilities		X	X		X	X
City of Grimes		X	X		X	X
Waverly Municipal Utilities		X	X	X	X	
Denison Municipal Utilities			X		X	
City of Altoona		X	X	X	X	
Cedar Falls Utilities			X		X	X
IMU		X	X	X	X	

	Other					
Comparable Community	Education Assistance/Tuition Reimbursement Program	Vehicle/Allowance	Cell/Allowance	Employee Assistance Program (EAP)	Paid Parental Leave	Childcare Assistance
City of Pella			X	X		
Webster City Municipal Utilities				X	X	
City of Norwalk	X	X	X	X	X	
Mt. Pleasant Municipal Utilities	X		X	X		
Oskaloosa Municipal Water						
Keokuk Municipal Water	X	X	X			
Spencer Municipal Utilities				X		
City of Grimes		X	X	X	X	
Waverly Municipal Utilities	X		X	X		
Denison Municipal Utilities				X		
City of Altoona	X	X	X	X		
Cedar Falls Utilities	X			X		
IMU	X		X	X		

	Other				
Comparable Community	Dependent Care Assistance	Adoption Assistance	Wellness Program	Fitness Center/ Gym Discounts	PTO to volunteer
City of Pella					
Webster City Municipal Utilities				X	
City of Norwalk			X	X	X
Mt. Pleasant Municipal Utilities					
Oskaloosa Municipal Water					
Keokuk Municipal Water				X	
Spencer Municipal Utilities			X		
City of Grimes	X			X	
Waverly Municipal Utilities			X		
Denison Municipal Utilities					
City of Altoona			X	X	
Cedar Falls Utilities			X	X	
IMU			X	X	