



Electric • Telecommunications • Water

August 31, 2018

To: Ryan Waller
From: Tom Gaffigan

Subject: Memorandum Of Understanding Regarding Shared Services Between Indianola Municipal Utilities and the City of Indianola

At the regularly scheduled Indianola Municipal Utilities Board of Trustees Meeting Monday August 27, 2018 the Board requested me and Chris Longer to work with City Staff on the following suggested adjustments to the Memorandum Of Understanding (MOU).

- Item #1 of the MOU:
 - “Add language to provide a mechanism to adjust the percentage of allocations including clarification on when and how adjustments will occur. In addition, IMU and City Staff will determine a date for reviewing and determining the percentage allocations during the budget process.”
- Item #6 of the MOU:
 - “The actual time devoted to IMU work by the City Clerk and Bookkeeper shall be tracked in order to more accurately quantify the allocation in the future.”

Please contact me to arrange a time and location to meet and discuss the items listed above.

Regards,

A handwritten signature in blue ink that reads 'Tom'.

General Manager