

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE
MUNICIPAL ELECTRIC UTILITY, CITY OF CEDAR FALLS, IOWA

June 14, 2023

The Board of Trustees of the Municipal Electric Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Dustin Ganfield, Cedar Falls City Council (electronically); Troy DeJoode, Iowa Association of Municipal Utilities; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employees Mac Klendworth, Benjamin Baker, Dakota McElhaney, and Tanner Henniges were introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6523** recognizing outstanding contributions by Board Counsel John Larsen the past 35 years. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the May 10, 2023, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of May that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of May 1, 2023, through May 31, 2023; check numbers: 153126-153129; 153154-153162; 153209-153211; 153215-153219; 153271-153277; 153316-153327; 153381-153391; 153410-153422; 153480-153484; 153506-153511; 153560-153563; 153569-153574; 153596; 228998-229284; 227280484525; 432170145725; 490493957048; 559660756868; 630262532120; 648080576090; 731071344122; 778728803199; 821523302358; 864180195845; 864435505723; 922246035448; 938581664659; 954705819119; a detailed itemized

copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

An overview of the 2022 audited financial statements was provided by Brad Theisen, CPA, Senior Manager of Eide Bailly. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file the 2022 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Jon Burmeister, PFM Asset Management LLC, presented a financial module for bonding of a large generation project being studied for the Utility.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt the following Resolutions by one motion:

No. 6525 Resolution approving and authorizing a temporary revision to the administration of the self-funded health care plan.

No. 6526 Resolution approving and authorizing execution of a Consent Agreement and Administrative Order with the US Environmental Protection Agency.

No. 6528 Resolution approving and authorizing the purchase of hyperconverged infrastructure solution for virtual desktop computing with ConvergeOne, Inc., of Bloomington, MN, in the amount of \$326,588.48. The proposal from ConvergeOne meets all of the criteria and technical requirements of the Request for Proposal.

No. 6530 Resolution approving and authorizing execution of Change Order No. 1 to the original contract dated October 12, 2022, for the purchase and installation of security system upgrades for remote facilities. Said Change Order provides for an increase in the contract price in the amount of \$33,922.21 for the additional labor needed to install conduit at various remote site card access points; make the total contract price \$183,298.49.

Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6510** approving and adopting the 2023 Strategic Plan. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: an update on Zonal Resource Credit (ZRC) sales and purchases; Sturgis Falls road races being staged on Utility property; and an update on the Federal Railroad Administration (FRA) grant.

There were no Board requests to staff.

An overview of the Utility's current insurance premiums and coverages was presented by Wynette Froehner, Director of Finance & Organizational Services.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k), Chapter 21.5(1)(a), Chapter 21.5(1)(i), and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. The meeting adjourned to closed session at 4:47 p.m.

The meeting returned to open session at 5:37 p.m.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:38 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE
MUNICIPAL GAS UTILITY, CITY OF CEDAR FALLS, IOWA

June 14, 2023

The Board of Trustees of the Municipal Gas Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Dustin Ganfield, Cedar Falls City Council (electronically); Troy DeJoode, Iowa Association of Municipal Utilities; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employees Mac Klendworth, Benjamin Baker, Dakota McElhaney, and Tanner Henniges were introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6523** recognizing outstanding contributions by Board Counsel John Larsen the past 35 years. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the May 10, 2023, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of May that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of May 1, 2023, through May 31, 2023; check numbers: 153126-153129; 153154-153162; 153209-153211; 153215-153219; 153271-153277; 153316-153327; 153381-153391; 153410-153422; 153480-153484; 153506-153511; 153560-153563; 153569-153574; 153596; 228998-229284; 227280484525; 432170145725; 490493957048; 559660756868; 30262532120; 648080576090; 731071344122; 778728803199; 821523302358; 864180195845; 864435505723; 922246035448; 938581664659; 954705819119; a detailed itemized

copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

An overview of the 2022 audited financial statements was provided by Brad Theisen, CPA, Senior Manager of Eide Bailly. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file the 2022 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt the following Resolutions by one motion:

No. 6525 Resolution approving and authorizing a temporary revision to the administration of the self-funded health care plan.

No. 6529 Resolution approving and authorizing bank qualified bond payment to the City of Cedar Falls in the amount of \$86,339.65.

No. 6530 Resolution approving and authorizing execution of Change Order No. 1 to the original contract dated October 12, 2022, for the purchase and installation of security system upgrades for remote facilities. Said Change Order provides for an increase in the contract price in the amount of \$33,922.21 for the additional labor needed to install conduit at various remote site card access points; make the total contract price \$183,298.49.

Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6510** approving and adopting the 2023 Strategic Plan. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Jerald Lukensmeyer, Gas and Water Operations Manager presented an overview of Gas Emergency Operation Plans.

The following items were presented for information purposes only: Sturgis Falls road races being staged on Utility property; and an update on the Federal Railroad Administration (FRA) grant.

There were no Board requests to staff.

An overview of the Utility's current insurance premiums and coverages was presented by Wynette Froehner, Director of Finance & Organizational Services.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k), Chapter 21.5(1)(a), Chapter 21.5(1)(i), and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. The meeting adjourned to closed session at 4:47 p.m.

The meeting returned to open session at 5:37 p.m.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:38 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE
MUNICIPAL WATER UTILITY, CITY OF CEDAR FALLS, IOWA

June 14, 2023

The Board of Trustees of the Municipal Water Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Dustin Ganfield, Cedar Falls City Council (electronically); Troy DeJoode, Iowa Association of Municipal Utilities; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employees Mac Klendworth, Benjamin Baker, Dakota McElhaney, and Tanner Henniges were introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6523** recognizing outstanding contributions by Board Counsel John Larsen the past 35 years. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the May 10, 2023, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of May that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of May 1, 2023, through May 31, 2023; check numbers: 153126-153129; 153154-153162; 153209-153211; 153215-153219; 153271-153277; 153316-153327; 153381-153391; 153410-153422; 153480-153484; 153506-153511; 153560-153563; 153569-153574; 153596; 228998-229284; 227280484525; 432170145725; 490493957048; 559660756868; 30262532120; 648080576090; 731071344122; 778728803199; 821523302358; 864180195845; 864435505723; 922246035448; 938581664659; 954705819119; a detailed itemized

copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

An overview of the 2022 audited financial statements was provided by Brad Theisen, CPA, Senior Manager of Eide Bailly. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file the 2022 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt the following Resolutions by one motion:

No. 6525 Resolution approving and authorizing a temporary revision to the administration of the self-funded health care plan.

No. 6530 Resolution approving and authorizing execution of Change Order No. 1 to the original contract dated October 12, 2022, for the purchase and installation of security system upgrades for remote facilities. Said Change Order provides for an increase in the contract price in the amount of \$33,922.21 for the additional labor needed to install conduit at various remote site card access points; make the total contract price \$183,298.49.

Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6510** approving and adopting the 2023 Strategic Plan. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Jerald Lukensmeyer, Gas and Water Operations Manager presented an overview of Water Emergency Operation Plans.

The following items were presented for information purposes only: Sturgis Falls road races being staged on Utility property; and an update on the Federal Railroad Administration (FRA) grant.

There were no Board requests to staff.

An overview of the Utility's current insurance premiums and coverages was presented by Wynette Froehner, Director of Finance & Organizational Services.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k), Chapter 21.5(1)(a), Chapter 21.5(1)(i), and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. The meeting adjourned to closed session at 4:47 p.m.

The meeting returned to open session at 5:37 p.m.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:38 p.m.

MINUTES OF MEETING OF BOARD OF TRUSTEES OF THE
MUNICIPAL COMMUNICATIONS UTILITY, CITY OF CEDAR FALLS, IOWA

June 14, 2023

The Board of Trustees of the Municipal Communications Utility of the City of Cedar Falls, Iowa, met on the above date in regular session, pursuant to law and the rules of said Board.

The meeting was called to order at 2:00 p.m. by Chair Debra S. Iehl. Upon call of the roll, present were: Trustees: Debra S. Iehl, Richard L. McAlister, Jeffrey J. Engel (electronically), Leslie J. Prideaux (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; Brad Strouse, Board Counsel; Dustin Ganfield, Cedar Falls City Council (electronically); Troy DeJoode, Iowa Association of Municipal Utilities; and Andy Milone, Waterloo Courier reporter.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the agenda as printed and distributed. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

New employees Mac Klendworth, Benjamin Baker, Dakota McElhaney, and Tanner Henniges were introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6523** recognizing outstanding contributions by Board Counsel John Larsen the past 35 years. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the May 10, 2023, regular meeting as printed and distributed; and to approve the Schedule of Bills for the month of May that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of May 1, 2023, through May 31, 2023; check numbers: 153126-153129; 153154-153162; 153209-153211; 153215-153219; 153271-153277; 153316-153327; 153381-153391; 153410-153422; 153480-153484; 153506-153511; 153560-153563; 153569-153574; 153596; 228998-229284; 227280484525; 432170145725; 490493957048; 559660756868; 30262532120; 648080576090; 731071344122; 778728803199; 821523302358; 864180195845; 864435505723; 922246035448; 938581664659; 954705819119; a detailed itemized

copy of which has been submitted to the Board of Trustees. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file personnel action reports and a report of contracts executed by the General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

An overview of the 2022 audited financial statements was provided by Brad Theisen, CPA, Senior Manager of Eide Bailly. The Utility received an unmodified opinion, which is the highest opinion that can be achieved. No audit findings were reported, including no material weaknesses or significant internal control deficiencies. Moved by Trustee McAlister, seconded by Trustee Soneson to receive and file the 2022 audited financial statements. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt the following Resolutions by one motion:

No. 6524 Resolution approving and authorizing execution of an agreement with MV, LLC to provide specialized communications services.

No. 6525 Resolution approving and authorizing a temporary revision to the administration of the self-funded health care plan.

No. 6527 Resolution approving and authorizing the purchase of customer premise equipment with Calix in the amount of \$696,326.08. Calix is the sole source manufacturer of said equipment.

Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None.

Moved by Trustee McAlister, seconded by Trustee Soneson to adopt **Resolution No. 6510** approving and adopting the 2023 Strategic Plan. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. Motion carried.

There were no items presented for information.

There were no Board requests to staff.

An overview of the Utility's current insurance premiums and coverages was presented by Wynette Froehner, Director of Finance & Organizational Services.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k), Chapter 21.5(1)(a), Chapter 21.5(1)(i), and Chapter 21.9. Upon call of the roll, the following Trustees voted aye: Iehl, McAlister, Engel, Prideaux, and Soneson. Nay: None. Absent: None. The meeting adjourned to closed session at 4:47 p.m.

The meeting returned to open session at 5:37 p.m.

Moved by Trustee Soneson, seconded by Trustee McAlister to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 5:38 p.m.