



**Cedar Falls Utilities**  
THE POWER OF SERVICE

# Boards of Trustees Regular Meeting

1 Utility Parkway (319) 266-1761  
Media Contact (319) 268-5360

**January 8, 2020**  
**2:00 PM**

- 1) Call the meeting to order and roll call.
- 2) Revisions and approval of the agenda.
- 3) Public forum.

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**Non-Controversial Calendar** *(The following items will be acted upon by majority vote on a single motion without separate discussion, unless someone from the Board or public requests that a specific item be considered separately.)*

- 4) Approval of the December 11 2019, regular meeting minutes.
- 5) Approval of the Schedule of Bills.
- 6) Receive and file personnel action reports.
- 7) Receive and file contracts executed by General Manager.

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**Resolution Calendar** *(The following items will be acted upon by roll call vote on a single motion without separate discussion, unless someone from the Board or public requests that a specific item be considered separately.)*

- 8) Resolution approving and authorizing execution of a specialized communications service agreement.
- 9) Resolution approving and adopting a revised Procurement Policy and Procedures.
- 10) Resolution approving and authorizing execution of a contract for software and services to implement multi-factor authentication.
- 11) Resolution approving and authorizing the purchase of a 161kV circuit breaker for Union Substation.
- 12) Resolution approving and authorizing execution of Change Order No. 1 for the Replacement of Boiler Superheater Tubes.
- 13) Resolution authorizing the preparation of preliminary plans, specifications, proposed form of contract, and estimated cost for construction of foundations and substation equipment at Union Substation.
- 14) Resolution authorizing the preparation of preliminary plans, specifications, proposed form of contract, and estimated cost for back lot paving project; and authorizing execution of an agreement to

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provide engineering services.

- 15) Resolution setting the date for public hearing on a proposed electric fee; authorizing and directing the publication of a notice of hearing. [Proposed public hearing: 02/12/20 @ 2:00 p.m.]
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### **Resolution/Discussion Calendar**

- 16) I) Public hearing on the preliminary plans, specifications, proposed form of contract, and estimated cost for the Conversion of Electrical Overhead Services to Underground Electrical Services and Associated Equipment for the years 2020 and 2021.
- A) Receive and file proof of publication of the notice of hearing.
  - B) Written objections filed with the General Manager of Utilities.
  - C) Oral objections.
  - D) If objections are offered, consider resolution sustaining or overruling them.
- II) Chair declares the hearing closed.
- III) Resolution approving and adopting the plans, specifications, proposed form of contract, and estimated cost for the Conversion of Electrical Overhead Services to Underground Electrical Services and Associated Equipment for the years 2020 and 2021.
- IV) Staff report on bid opening held December 19, 2019.
- A) Resolution accepting the bid, awarding the contract, and approving and authorizing execution of the contract for the Conversion of Electrical Overhead Services to Underground Electrical Services and Associated Equipment for the years 2020 and 2021; or
  - B) Refer the bids to staff for further study and report; or
  - C) Resolution rejecting for cause any/all bids.
- 17) I) Public hearing on the preliminary plans, specifications, proposed form of contract, and estimated cost for the Installation of Electrical/Communications Conduits and Associated Equipment for the years 2020 and 2021.
- A) Receive and file proof of publication of the notice of hearing.
  - B) Written objections filed with the General Manager of Utilities.
  - C) Oral objections.
  - D) If objections are offered, consider resolution sustaining or overruling them.
- II) Chair declares the hearing closed.
- III) Resolution approving and adopting the plans, specifications, proposed form of contract, and estimated cost for the Installation of Electrical/Communications Conduits and Associated Equipment for the years 2020 and 2021.
- IV) Staff report on bid opening held December 19, 2019.

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- A) Resolution accepting the bid, awarding the contract, and approving and authorizing execution of the contract for the Installation of Electrical/Communications Conduits and Associated Equipment for the years 2020 and 2021; or
  - B) Refer the bids to staff for further study and report; or
  - C) Resolution rejecting for cause any/all bids.
- 18) I) Public hearing on the preliminary plans, specifications, proposed form of contract, and estimated cost for the Additions and Upgrades to the Headend HVAC and Transportation Service Building, Phase 4.
- A) Receive and file proof of publication of the notice of hearing.
  - B) Written objections filed with the General Manager of Utilities.
  - C) Oral objections.
  - D) If objections are offered, consider resolution sustaining or overruling them.
- II) Chair declares the hearing closed.
- III) Resolution approving and adopting the plans, specifications, proposed form of contract, and estimated cost for the Additions and Upgrades to the Headend HVAC and Transportation Service Building, Phase 4.
- IV) Staff report on bid opening held December 12, 2019.
- A) Resolution accepting the bid, awarding the contract, and approving and authorizing execution of the contract for the Additions and Upgrades to the Headend HVAC and Transportation Service Building, Phase 4; or
  - B) Refer the bids to staff for further study and report; or
  - C) Resolution rejecting for cause any/all bids.
- 19) I) Public hearing on the preliminary plans, specifications, proposed form of contract, and estimated cost for the Replacement of Communications Customer Premise Equipment for the years 2020 – 2022.
- A) Receive and file proof of publication of the notice of hearing.
  - B) Written objections filed with the General Manager of Utilities.
  - C) Oral objections.
  - D) If objections are offered, consider resolution sustaining or overruling them.
- II) Chair declares the hearing closed.
- III) Resolution approving and adopting the plans, specifications, proposed form of contract, and estimated cost for the Replacement of Communications Customer Premise Equipment for the years 2020 – 2022.
- IV) Staff report on bid opening held December 10, 2019.

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- A) Resolution accepting the bid, awarding the contract, and approving and authorizing execution of the contract for the Replacement of Communications Customer Premise Equipment for the years 2020 – 2022; or
  - B) Refer the bids to staff for further study and report; or
  - C) Resolution rejecting for cause any/all bids.
- 20) Utility providers' sustainability report.
  - 21) Health Plan report.
  - 22) Discussion and overview of Projects and Operations.
    - a) Safety Status Report
    - b) Solar Garden update
    - c) Customer satisfaction results
    - d) 2020 Retreat planning
  - 23) Board requests to staff.
  - 24) Motion to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(a), Chapter 21.5(1)(i), and Chapter 21.9.
  - 25) Motion to approve and file the General Manager's 2020 Performance Agreement.
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- 26) Adjournment.

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