

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

August 14, 2019

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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister, Jeffrey J. Engel (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; and Deb Iehl, Carole Yates, and Jack Yates, customers.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6153** recognizing outstanding contributions by Pamela L. Taylor as Trustee over the past 17 years. Upon call of the roll, the following Trustees voted aye: Johnson, McAlister, Engel, and Soneson. Nay: None. Abstain: Taylor. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the July 10, 2019, regular meeting, July 22, 2019, special meeting, and August 6, 2019, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of July that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of July 1, 2019, through July 31, 2019; check numbers: 133855-133858; 133936; 133943; 134001-134002; 134099-134101; 134134-134143; 134217-134228; 134246-134255; 134288-134294; 134352-134357; 134363-134364; 212996-213394; 634164213349; 300772840274; 100154059566; 976302312835; 311526706327; 825212180692; 924396301784; 821665937221; 703551218635; 016264389466; 492125356339; 492483846108; 706383063846; 248892062383; 657760291653; 254231754827; 520331816326; 442102103108; 125074284019; 712009070596; 743634857924; 811927395157; 505724634926; 940397702231; 940631802161; 335453469123; 185475463246; 665817197836; 665870753931; 854931881193; 792150846067; 792889014893; 039476220555; 494113456600; 220861385909; 588552705460; 201659206459; 966201732319; 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.

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

No. 6154 Resolution naming and reorganizing the officers of the Boards of Trustees such that Richard L. McAlister is Chair, Jeffrey J. Engel is Vice Chair and MaraBeth K. Soneson is Secretary beginning September 1, 2019, and continuing through August 31, 2020.

No. 6160 Resolution approving and authorizing the purchase of renewal software licensing and support with Microsoft for an estimated cost of \$116,189.37 per year for three years, which is a total cost of \$348,568.11.

No. 6161 Resolution approving and authorizing execution of Consent to Collateral Assignment of Power Purchase Agreement with Cathay Bank for the Cedar Falls Solar Farm, LLC and authorizing execution of Landlord Estoppel, Consent and Agreement with the City of Cedar Falls and Cedar Falls Solar Farm, LLC.

Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee McAlister to adopt **Resolution No. 6158** authorizing the preparation of preliminary plans, specifications, proposed form of contract, and estimated cost for a distribution transformer at Union Substation. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Engel, seconded by Trustee McAlister to adopt **Resolution No. 6159** authorizing the preparation of preliminary plans, specifications, proposed form of contract, and estimated cost for 15kV switchgear at Union Substation. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Susan Abernathy, Director of Employee & Legal Services, presented an overview of items related to the Utility's health plan, including the health fund balance and strategic planning for the next five years.

The following items were presented for information purposes only: financial dashboard, investment and balance sheet reports were provided and an overview on the Utility's status in implementing Automated Metering Infrastructure (AMI).

Trustee Taylor shared highlights of the American Public Power Association's National Conference she attended in June.

The Board requested a report on the City's direction with emissions planning and a report on future Utility emission projections. Trustee Engel thanked staff for their work on the Strategic Plan updates.

The Board agreed to postpone the continued follow-up of their self-evaluation to a later date.

Moved by Trustee Taylor, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:58 p.m.

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

August 14, 2019

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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister, Jeffrey J. Engel (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; and Deb Iehl, Carole Yates, and Jack Yates, customers.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6153** recognizing outstanding contributions by Pamela L. Taylor as Trustee over the past 17 years. Upon call of the roll, the following Trustees voted aye: Johnson, McAlister, Engel, and Soneson. Nay: None. Abstain: Taylor. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the July 10, 2019, regular meeting, July 22, 2019, special meeting, and August 6, 2019, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of July that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of July 1, 2019, through July 31, 2019; check numbers: 133855-133858; 133936; 133943; 134001-134002; 134099-134101; 134134-134143; 134217-134228; 134246-134255; 134288-134294; 134352-134357; 134363-134364; 212996-213394; 634164213349; 300772840274; 100154059566; 976302312835; 311526706327; 825212180692; 924396301784; 821665937221; 703551218635; 016264389466; 492125356339; 492483846108; 706383063846; 248892062383; 657760291653; 254231754827; 520331816326; 442102103108; 125074284019; 712009070596; 743634857924; 811927395157; 505724634926; 940397702231; 940631802161; 335453469123; 185475463246; 665817197836; 665870753931; 854931881193; 792150846067; 792889014893; 039476220555; 494113456600; 220861385909; 588552705460; 201659206459; 966201732319; 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.

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

No. 6154 Resolution naming and reorganizing the officers of the Boards of Trustees such that Richard L. McAlister is Chair, Jeffrey J. Engel is Vice Chair and MaraBeth K. Soneson is Secretary beginning September 1, 2019, and continuing through August 31, 2020.

No. 6160 Resolution approving and authorizing the purchase of renewal software licensing and support with Microsoft for an estimated cost of \$116,189.37 per year for three years, which is a total cost of \$348,568.11.

Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Moved by Trustee Soneson, seconded by Trustee McAlister to postpone consideration of Item #16 **Resolution No. 6162** authorizing an amendment to gas supply agreement with Central Plains Energy Project. The Board agreed to meet in special session Monday, August 26, 2019, at 4:00 p.m. to allow staff time to prepare additional information for the Board to review before taking action on this item. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Susan Abernathy, Director of Employee & Legal Services, presented an overview of items related to the Utility's health plan, including the health fund balance and strategic planning for the next five years.

The following items were presented for information purposes only: financial dashboard, investment and balance sheet reports were provided and an overview on the Utility's status in implementing Automated Metering Infrastructure (AMI).

Trustee Taylor shared highlights of the American Public Power Association's National Conference she attended in June.

The Board requested a report on the City's direction with emissions planning and a report on future Utility emission projections. Trustee Engel thanked staff for their work on the Strategic Plan updates.

The Board agreed to postpone the continued follow-up of their self-evaluation to a later date.

Moved by Trustee Taylor, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:58 p.m.

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

August 14, 2019

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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister, Jeffrey J. Engel (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; and Deb Iehl, Carole Yates, and Jack Yates, customers.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6153** recognizing outstanding contributions by Pamela L. Taylor as Trustee over the past 17 years. Upon call of the roll, the following Trustees voted aye: Johnson, McAlister, Engel, and Soneson. Nay: None. Abstain: Taylor. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the July 10, 2019, regular meeting, July 22, 2019, special meeting, and August 6, 2019, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of July that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of July 1, 2019, through July 31, 2019; check numbers: 133855-133858; 133936; 133943; 134001-134002; 134099-134101; 134134-134143; 134217-134228; 134246-134255; 134288-134294; 134352-134357; 134363-134364; 212996-213394; 634164213349; 300772840274; 100154059566; 976302312835; 311526706327; 825212180692; 924396301784; 821665937221; 703551218635; 016264389466; 492125356339; 492483846108; 706383063846; 248892062383; 657760291653; 254231754827; 520331816326; 442102103108; 125074284019; 712009070596; 743634857924; 811927395157; 505724634926; 940397702231; 940631802161; 335453469123; 185475463246; 665817197836; 665870753931; 854931881193; 792150846067; 792889014893; 039476220555; 494113456600; 220861385909; 588552705460; 201659206459; 966201732319; 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.

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

No. 6154 Resolution naming and reorganizing the officers of the Boards of Trustees such that Richard L. McAlister is Chair, Jeffrey J. Engel is Vice Chair and MaraBeth K. Soneson is Secretary beginning September 1, 2019, and continuing through August 31, 2020.

No. 6157 Resolution approving and adopting a revised Water Service Policy. Said revisions address water service line leaks and emergency repairs.

No. 6160 Resolution approving and authorizing the purchase of renewal software licensing and support with Microsoft for an estimated cost of \$116,189.37 per year for three years, which is a total cost of \$348,568.11.

Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Susan Abernathy, Director of Employee & Legal Services, presented an overview of items related to the Utility's health plan, including the health fund balance and strategic planning for the next five years.

The following items were presented for information purposes only: financial dashboard, investment and balance sheet reports were provided and an overview on the Utility's status in implementing Automated Metering Infrastructure (AMI).

Trustee Taylor shared highlights of the American Public Power Association's National Conference she attended in June.

There were no Board requests to staff. Trustee Engel thanked staff for their work on the Strategic Plan updates.

The Board agreed to postpone the continued follow-up of their self-evaluation to a later date.

Moved by Trustee Taylor, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:58 p.m.

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

August 14, 2019

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 Craig A. Johnson. Upon call of the roll, present were: Trustees: Craig A. Johnson, Pamela L. Taylor, Richard L. McAlister, Jeffrey J. Engel (electronically), and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO; John C. Larsen, Board Counsel; and Deb Iehl, Carole Yates, and Jack Yates, customers.

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

There were no public forum items.

Moved by Trustee Soneson, seconded by Trustee McAlister to adopt **Resolution No. 6153** recognizing outstanding contributions by Pamela L. Taylor as Trustee over the past 17 years. Upon call of the roll, the following Trustees voted aye: Johnson, McAlister, Engel, and Soneson. Nay: None. Abstain: Taylor. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Soneson to approve the minutes of the July 10, 2019, regular meeting, July 22, 2019, special meeting, and August 6, 2019, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of July that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of July 1, 2019, through July 31, 2019; check numbers: 133855-133858; 133936; 133943; 134001-134002; 134099-134101; 134134-134143; 134217-134228; 134246-134255; 134288-134294; 134352-134357; 134363-134364; 212996-213394; 634164213349; 300772840274; 100154059566; 976302312835; 311526706327; 825212180692; 924396301784; 821665937221; 703551218635; 016264389466; 492125356339; 492483846108; 706383063846; 248892062383; 657760291653; 254231754827; 520331816326; 442102103108; 125074284019; 712009070596; 743634857924; 811927395157; 505724634926; 940397702231; 940631802161; 335453469123; 185475463246; 665817197836; 665870753931; 854931881193; 792150846067; 792889014893; 039476220555; 494113456600; 220861385909; 588552705460; 201659206459; 966201732319; 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.

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

No. 6154 Resolution naming and reorganizing the officers of the Boards of Trustees such that Richard L. McAlister is Chair, Jeffrey J. Engel is Vice Chair and MaraBeth K. Soneson is Secretary beginning September 1, 2019, and continuing through August 31, 2020.

No. 6155 Resolution approving and authorizing execution of Amendment No. 1 to a 28E agreement with Osage Municipal Utilities to provide wholesale bandwidth headend services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the Agreement.

No. 6156 Resolution approving and authorizing execution of Amendment No. 1 to a 28E agreement with Indianola Municipal Utilities to provide wholesale bandwidth headend services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the Agreement.

No. 6160 Resolution approving and authorizing the purchase of renewal software licensing and support with Microsoft for an estimated cost of \$116,189.37 per year for three years, which is a total cost of \$348,568.11.

Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Susan Abernathy, Director of Employee & Legal Services, presented an overview of items related to the Utility's health plan, including the health fund balance and strategic planning for the next five years.

The following items were presented for information purposes only: financial dashboard, investment and balance sheet reports were provided.

Trustee Taylor shared highlights of the American Public Power Association's National Conference she attended in June.

There were no Board requests to staff. Trustee Engel thanked staff for their work on the Strategic Plan updates.

The Board agreed to postpone the continued follow-up of their self-evaluation to a later date.

Moved by Trustee Taylor, seconded by Trustee Soneson to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:58 p.m.