

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

October 10, 2018

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, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO, and John C. Larsen, Board Counsel.

Moved by Trustee Taylor, seconded by Trustee Engel to approve the agenda as printed and distributed. The General Manager requested that Item #12 "Resolution approving and authorizing the Redemption of Outstanding Electric Revenue Refunding Capital Loan Notes, Series 2010A, dated December 21, 2010," and Item #13 "Resolution approving and authorizing the Redemption of Outstanding Electric Revenue Refunding Capital Loan Notes, Series 2010B, dated December 21, 2010," be removed from the agenda to allow staff time to provide additional information. These items will be brought back to the Board for approval at a later date. Upon call for the vote for agenda approval, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee Taylor, seconded by Trustee Engel to approve the agenda as revised. Upon call for the vote on the revised agenda, 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 approve the minutes of the September 12, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2018, through September 30, 2018; check numbers: 129291-129294; 129351-129353; 129374-129381; 129445; 129447-129451; 129525-129538; 129586; 129666-129679; 129777-129781; 209125-209488; 127159070885; 127770003821; 274319277317; 274053620937; 185371862498; 185895370456; 643921914482; 692566767255; 994316414176; 244613698692; 743433391799; 554430505504; 395448589579; 871915168141; 119177108915; 205571821243; 245285247229; 654950163493; 928404416804; 643749131850; 940433738280; 193674888357; 027398250803;

644815385419; 558166509533; 100336401156; 696651469750; 227024398067; 300718486106; 068889170919; 185211376074; 198070506088; 039628193109; 591132820008; 339685367363; 134790614527; 539826008480; 539203301071; 610067471268; 043069835291; 074336758509; 699872182093; 689473379780; 504607548605; 780448110279; 780179979129; 326113085121; 326111825240; 199893058042; 187977622090; 268701231313; 323174685720; 323144498153; 314360593736; 314737886327; 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 Taylor, seconded by Trustee McAlister to receive and file personnel action reports and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

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

No. 6080 Resolution approving and adopting a revised Customer Service Policy. Said revisions address the method of payment for gift certificates and the process for extending a customer's due date forward.

No. 6084 Resolution approving request to the City of Cedar Falls, Iowa, for reimbursement of Urban Renewal project costs for the Pinnacle Prairie Renewal Commercial Urban Renewal Area.

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 McAlister, seconded by Trustee Engel to adopt **Resolution No. 6079** approving and adopting a Cash Reserve Policy. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; status of the Solar Garden output; a review of current customer satisfaction survey results; a review of the most recent electric reliability report; and notice of an upcoming taping of the City's Mayor's Corner for cable Channel 15 in which the Utility will participate.

There were no Board requests to staff.

The Board started follow-up on their self-evaluations. Suggestions were made for

topics to discuss further during 2019 Strategic Planning.

Moved by Trustee Soneson, seconded by Trustee Taylor to adjourn the meeting.

Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:37 p.m.

Craig A. Johnson – Chair

Richard L. McAlister – Secretary

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

October 10, 2018

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, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO, and John C. Larsen, Board Counsel.

Moved by Trustee Taylor, seconded by Trustee Engel 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 approve the minutes of the September 12, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2018, through September 30, 2018; check numbers: 129291-129294; 129351-129353; 129374-129381; 129445; 129447-129451; 129525-129538; 129586; 129666-129679; 129777-129781; 209125-209488; 127159070885; 127770003821; 274319277317; 274053620937; 185371862498; 185895370456; 643921914482; 692566767255; 994316414176; 244613698692; 743433391799; 554430505504; 395448589579; 871915168141; 119177108915; 205571821243; 245285247229; 654950163493; 928404416804; 643749131850; 940433738280; 193674888357; 027398250803; 644815385419; 558166509533; 100336401156; 696651469750; 227024398067; 300718486106; 068889170919; 185211376074; 198070506088; 039628193109; 591132820008; 339685367363; 134790614527; 539826008480; 539203301071; 610067471268; 043069835291; 074336758509; 699872182093; 689473379780; 504607548605; 780448110279; 780179979129; 326113085121; 326111825240; 199893058042; 187977622090; 268701231313; 323174685720; 323144498153; 314360593736; 314737886327; 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 Taylor, seconded by Trustee McAlister to receive and file personnel action reports and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

Moved by Trustee McAlister, seconded by Trustee Engel to adopt **Resolution No. 6079** approving and adopting a Cash Reserve Policy. 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 Taylor, seconded by Trustee McAlister to adopt **Resolution No. 6080** approving and adopting a revised Customer Service Policy. Said revisions address the method of payment for gift certificates and the process for extending a customer's due date forward. 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 Soneson to adopt **Resolution No. 6081** approving participation in Central Plains Energy Project for a long-term natural gas supply contract. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; and notice of an upcoming taping of the City's Mayor's Corner for cable Channel 15 in which the Utility will participate.

There were no Board requests to staff.

The Board started follow-up on their self-evaluations. Suggestions were made for topics to discuss further during 2019 Strategic Planning.

Moved by Trustee Soneson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:37 p.m.

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

October 10, 2018

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, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO, and John C. Larsen, Board Counsel.

Moved by Trustee Taylor, seconded by Trustee Engel 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 approve the minutes of the September 12, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2018, through September 30, 2018; check numbers: 129291-129294; 129351-129353; 129374-129381; 129445; 129447-129451; 129525-129538; 129586; 129666-129679; 129777-129781; 209125-209488; 127159070885; 127770003821; 274319277317; 274053620937; 185371862498; 185895370456; 643921914482; 692566767255; 994316414176; 244613698692; 743433391799; 554430505504; 395448589579; 871915168141; 119177108915; 205571821243; 245285247229; 654950163493; 928404416804; 643749131850; 940433738280; 193674888357; 027398250803; 644815385419; 558166509533; 100336401156; 696651469750; 227024398067; 300718486106; 068889170919; 185211376074; 198070506088; 039628193109; 591132820008; 339685367363; 134790614527; 539826008480; 539203301071; 610067471268; 043069835291; 074336758509; 699872182093; 689473379780; 504607548605; 780448110279; 780179979129; 326113085121; 326111825240; 199893058042; 187977622090; 268701231313; 323174685720; 323144498153; 314360593736; 314737886327; 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 Taylor, seconded by Trustee McAlister to receive and file personnel action reports and a report of contracts executed by General Manager. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

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

No. 6080 Resolution approving and adopting a revised Customer Service Policy. Said revisions address the method of payment for gift certificates and the process for extending a customer's due date forward.

No. 6085 Resolution approving and authorizing execution of Amendment No. 2 to the Lease Agreement with USCOC of Greater Iowa, LLC (U.S. Cellular). Said amendment updates the type and description of the equipment to be located on the Utility's water tower located at 1418 Lloyd Lane Road.

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 McAlister, seconded by Trustee Engel to adopt **Resolution No. 6079** approving and adopting a Cash Reserve Policy. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; and notice of an upcoming taping of the City's Mayor's Corner for cable Channel 15 in which the Utility will participate.

There were no Board requests to staff.

The Board started follow-up on their self-evaluations. Suggestions were made for topics to discuss further during 2019 Strategic Planning.

Moved by Trustee Soneson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:37 p.m.

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

October 10, 2018

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, and MaraBeth K. Soneson. Absent: None. Others present: Steven E. Bernard, General Manager/CEO, and John C. Larsen, Board Counsel.

Moved by Trustee Taylor, seconded by Trustee Engel 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 approve the minutes of the September 12, 2018, regular meeting minutes as printed and distributed; and to approve the Schedule of Bills for the month of September that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of September 1, 2018, through September 30, 2018; check numbers: 129291-129294; 129351-129353; 129374-129381; 129445; 129447-129451; 129525-129538; 129586; 129666-129679; 129777-129781; 209125-209488; 127159070885; 127770003821; 274319277317; 274053620937; 185371862498; 185895370456; 643921914482; 692566767255; 994316414176; 244613698692; 743433391799; 554430505504; 395448589579; 871915168141; 119177108915; 205571821243; 245285247229; 654950163493; 928404416804; 643749131850; 940433738280; 193674888357; 027398250803; 644815385419; 558166509533; 100336401156; 696651469750; 227024398067; 300718486106; 068889170919; 185211376074; 198070506088; 039628193109; 591132820008; 339685367363; 134790614527; 539826008480; 539203301071; 610067471268; 043069835291; 074336758509; 699872182093; 689473379780; 504607548605; 780448110279; 780179979129; 326113085121; 326111825240; 199893058042; 187977622090; 268701231313; 323174685720; 323144498153; 314360593736; 314737886327; 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 Taylor, seconded by Trustee Soneson to adopt **Resolution No. 6077** approving and authorizing execution of Route Order #2 to the original agreement dated March 11, 2015, with Unite Private Networks, LLC (UPN) for specialized telecommunications services. Said Route Order provides additional dark fiber in Cedar Falls. 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 Taylor, seconded by Trustee Soneson to adopt **Resolution No. 6078** approving and authorizing execution of an agreement to provide specialized telecommunications services to Standard Distribution Company. 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 McAlister, seconded by Trustee Engel to adopt **Resolution No. 6079** approving and adopting a Cash Reserve Policy. 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 Taylor to adopt **Resolution No. 6080** approving and adopting a revised Customer Service Policy. Said revisions address the method of payment for gift certificates and the process for extending a customer's due date forward. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

A public hearing was held on the proposed revised data services rate.

Moved by Trustee Taylor, seconded by Trustee Engel to receive and file the proof of publication of the Notice of Hearing. 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 Taylor, seconded by Trustee Engel to adopt **Resolution No. 6086** approving and adopting a revised Communications data services rate. Said revision provides changes to eligibility for Cedar Falls Schools District Sponsored Data Services (Connect>CF). Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: the current safety status of the Utility; a review of current customer satisfaction survey results; ESPN+ programming

information; an update on analog TV services; and notice of an upcoming taping of the City's Mayor's Corner for cable Channel 15 in which the Utility will participate.

There were no Board requests to staff.

The Board started follow-up on their self-evaluations. Suggestions were made for topics to discuss further during 2019 Strategic Planning.

Moved by Trustee Soneson, seconded by Trustee Taylor to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 3:37 p.m.