

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

November 14, 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; John C. Larsen, Board Counsel; and Jack Yates, Carole Yates, James Young, and Dale Olson, 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.

New employee, Lisa Larson, was introduced.

Customers Jack Yates, Carole Yates, James Young, and Dale Olson were present to request the Utility do a review of the Intergovernmental Panel on Climate Change (IPCC) special report on the impacts of global warming. They encouraged the Utility to work with the City to set goals to reduce our carbon footprint. Mr. Young also expressed his gratitude for the Utility's efforts with wind and solar energy.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the October 10, 2018, regular meeting and the October 19, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of October that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of October 1, 2018, through October 31, 2018; check numbers: 129680-129682; 129707-129708; 129775-129776; 129782; 129806; 129875; 129912-129913; 129984-130009; 130025-130028; 130123-130129; 130148-130152; 130261-130263; 130268-130273; 209489-209954; 323869480008; 202068985394; 524315484136; 634834162966; 685850741816; 604967205106; 604202962191; 972492105683; 703620416488; 114785527861; 323309177603; 834849893323; 003574035510; 757850540031; 565584727272; 563331649927; 967387322777; 115051821381; 632727561000; 035794369177; 644172964787; 437272267680; 634100524162; 074766076922; 307625479453;

494869365606; 437134212124; 437147263632; 326432856647; 326225360649; 326728289376; 042613556677; 042732495446; 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 Soneson, seconded by Trustee McAlister 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 McAlister to adopt **Resolution No. 6094** approving and authorizing execution of Change Orders Nos. 19 – 21 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$11,496.93; making the total contract price \$4,859,667.97. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$3,342.48 for additional architectural services necessary; bringing the total cost to \$414,527.06 for the architectural services agreement. 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 a proposed 2018 Budget Amendment.

Moved by Trustee Taylor, seconded by Trustee Soneson 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 Engel, seconded by Trustee Soneson to adopt **Resolution No. 6096** approving and adopting a 2018 Budget Amendment. It was noted higher expenses in Gas and Water and the payment of the 2010B bond redemption have caused expenditures to be higher than originally budgeted. 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 2019 Budget.

Moved by Trustee McAlister, seconded by Trustee Taylor 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.

Wynette Froehner, Director of Finance & Organizational Services, presented an overview of the 2019 Budget. There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair Johnson declared the hearing closed.

Moved by Trustee Taylor, seconded by Trustee McAlister to adopt **Resolution No. 6097** approving and adopting the 2019 Budget. 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: financial dashboard, investment and balance sheet reports were provided.

The Board requested a plan for follow-up with the customers that attended the meeting.

Moved by Trustee Engel, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k) to review the quarterly cyber security report. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:27 p.m.

The meeting returned to open session at 4:00 p.m.

The Board continued follow-up on their self-evaluations. Suggestions were made for a formal orientation process for new Board members.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:18 p.m.

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

November 14, 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; John C. Larsen, Board Counsel; and Jack Yates, Carole Yates, James Young, and Dale Olson, 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.

New employee, Lisa Larson, was introduced.

Customers Jack Yates, Carole Yates, James Young, and Dale Olson were present to request the Utility do a review of the Intergovernmental Panel on Climate Change (IPCC) special report on the impacts of global warming. They encouraged the Utility to work with the City to set goals to reduce our carbon footprint. Mr. Young also expressed his gratitude for the Utility's efforts with wind and solar energy.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the October 10, 2018, regular meeting and the October 19, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of October that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of October 1, 2018, through October 31, 2018; check numbers: 129680-129682; 129707-129708; 129775-129776; 129782; 129806; 129875; 129912-129913; 129984-130009; 130025-130028; 130123-130129; 130148-130152; 130261-130263; 130268-130273; 209489-209954; 323869480008; 202068985394; 524315484136; 634834162966; 685850741816; 604967205106; 604202962191; 972492105683; 703620416488; 114785527861; 323309177603; 834849893323; 003574035510; 757850540031; 565584727272; 563331649927; 967387322777; 115051821381; 632727561000; 035794369177; 644172964787; 437272267680; 634100524162; 074766076922; 307625479453; 494869365606; 437134212124; 437147263632; 326432856647; 326225360649; 326728289376;

042613556677; 042732495446; 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 Soneson, seconded by Trustee McAlister 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 McAlister to adopt **Resolution No. 6094** approving and authorizing execution of Change Orders Nos. 19 – 21 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$11,496.93; making the total contract price \$4,859,667.97. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$3,342.48 for additional architectural services necessary; bringing the total cost to \$414,527.06 for the architectural services agreement. 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 a proposed 2018 Budget Amendment.

Moved by Trustee Taylor, seconded by Trustee Soneson 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 Engel, seconded by Trustee Soneson to adopt **Resolution No. 6096** approving and adopting a 2018 Budget Amendment. It was noted higher expenses in Gas and Water and the payment of the 2010B bond redemption have caused expenditures to be higher than originally budgeted. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Wynette Froehner, Director of Finance & Organizational Services, presented an overview of the 2019 Budget. There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair Johnson declared the hearing closed.

Moved by Trustee Taylor, seconded by Trustee McAlister to adopt **Resolution No. 6097** approving and adopting the 2019 Budget. 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: financial dashboard, investment and balance sheet reports were provided.

The Board requested a plan for follow-up with the customers that attended the meeting.

Moved by Trustee Engel, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k) to review the quarterly cyber security report. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:27 p.m.

The meeting returned to open session at 4:00 p.m.

The Board continued follow-up on their self-evaluations. Suggestions were made for a formal orientation process for new Board members.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:18 p.m.

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

November 14, 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; John C. Larsen, Board Counsel; and Jack Yates, Carole Yates, James Young, and Dale Olson, 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.

New employee, Lisa Larson, was introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the October 10, 2018, regular meeting and the October 19, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of October that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of October 1, 2018, through October 31, 2018; check numbers: 129680-129682; 129707-129708; 129775-129776; 129782; 129806; 129875; 129912-129913; 129984-130009; 130025-130028; 130123-130129; 130148-130152; 130261-130263; 130268-130273; 209489-209954; 323869480008; 202068985394; 524315484136; 634834162966; 685850741816; 604967205106; 604202962191; 972492105683; 703620416488; 114785527861; 323309177603; 834849893323; 003574035510; 757850540031; 565584727272; 563331649927; 967387322777; 115051821381; 632727561000; 035794369177; 644172964787; 437272267680; 634100524162; 074766076922; 307625479453; 494869365606; 437134212124; 437147263632; 326432856647; 326225360649; 326728289376; 042613556677; 042732495446; 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 Soneson, seconded by Trustee McAlister 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 McAlister to adopt **Resolution No. 6094** approving and authorizing execution of Change Orders Nos. 19 – 21 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communications Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$11,496.93; making the total contract price \$4,859,667.97. Explanation of said Change Orders has been provided to the Board by staff in the format of a Change Order Log. Said Resolution also approves and authorizes a revised purchase order with StuXture Architects for an additional \$3,342.48 for additional architectural services necessary; bringing the total cost to \$414,527.06 for the architectural services agreement. 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 Taylor to adopt **Resolution No. 6095** approving and authorizing execution of Change Orders Nos. 1 – 2 to the original contracted dated May 9, 2018, with Dave Schmitt Construction Company, Inc.; and accepting as final the contract for the installation of the Meadows Second Water Main Feed and approving and authorizing the release of retainage funds in the amount of \$5,551.55 to be paid 30 days after the date of this resolution. Said Change Orders provide for an additional valve not included in the contract price and unit quantity adjustments resulting in a net decrease in the contract price in the amount of \$18,896.11; making the total contract price \$111,031.09. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, and Soneson. Nay: None. Absent: None. Abstain: Engel. Motion carried.

A public hearing was held on a proposed 2018 Budget Amendment.

Moved by Trustee Taylor, seconded by Trustee Soneson 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 Engel, seconded by Trustee Soneson to adopt **Resolution No. 6096** approving and adopting a 2018 Budget Amendment. It was noted higher expenses in Gas and Water and the payment of the 2010B bond redemption have caused expenditures to be higher than originally budgeted. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister,

Engel, and Soneson. Nay: None. Absent: None. Motion carried.

Wynette Froehner, Director of Finance & Organizational Services, presented an overview of the 2019 Budget. There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair Johnson declared the hearing closed.

Moved by Trustee Taylor, seconded by Trustee McAlister to adopt **Resolution No. 6097** approving and adopting the 2019 Budget. 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: financial dashboard, investment and balance sheet reports were provided.

There were no Board requests to staff.

Moved by Trustee Engel, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k) to review the quarterly cyber security report. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:27 p.m.

The meeting returned to open session at 4:00 p.m.

The Board continued follow-up on their self-evaluations. Suggestions were made for a formal orientation process for new Board members.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:18 p.m.

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

November 14, 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; John C. Larsen, Board Counsel; and Jack Yates, Carole Yates, James Young, and Dale Olson, customers.

Moved by Trustee Soneson, seconded by Trustee Taylor to approve the agenda as printed and distributed. The General Manager requested that Item #15 “Resolution approving fact-finding in accordance with Code of Iowa, Chapter 388.9(1)” and Item #15 a) “Motion to adjourn to closed session in accordance with Code of Iowa, Chapter 388.9(1)” be removed from the agenda to allow staff time to provide additional information. These items may 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 Soneson, seconded by Trustee Taylor 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.

New employee, Lisa Larson, was introduced.

Moved by Trustee Soneson, seconded by Trustee McAlister to approve the minutes of the October 10, 2018, regular meeting and the October 19, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of October that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of October 1, 2018, through October 31, 2018; check numbers: 129680-129682; 129707-129708; 129775-129776; 129782; 129806; 129875; 129912-129913; 129984-130009; 130025-130028; 130123-130129; 130148-130152; 130261-130263; 130268-130273; 209489-209954; 323869480008; 202068985394; 524315484136; 634834162966; 685850741816; 604967205106; 604202962191; 972492105683; 703620416488; 114785527861; 323309177603; 834849893323; 003574035510; 757850540031; 565584727272; 563331649927; 967387322777; 115051821381; 632727561000; 035794369177; 644172964787; 437272267680; 634100524162; 074766076922; 307625479453;

494869365606; 437134212124; 437147263632; 326432856647; 326225360649; 326728289376; 042613556677; 042732495446; 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 Soneson, seconded by Trustee McAlister 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 Engel, seconded by Trustee Soneson to adopt the following Resolutions by one motion:

No. 6090 Resolution approving and authorizing execution of Amendment No. 2 to a 28E Agreement with Reinbeck Telecommunications Utility to provide wholesale internet bandwidth and television headend services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the Agreement.

No. 6091 Resolution approving and authorizing execution of Amendment No. 5 to a 28E Agreement with Grundy Center Municipal Utilities to provide wholesale internet bandwidth and television headend services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the Agreement.

No. 6092 Resolution approving and authorizing execution of Amendment No. 3 to a 28E Agreement with Waverly Communications Utility to provide wholesale internet bandwidth services. Said Amendment provides for an increase in the amount of bandwidth purchased and extends the term of the Agreement.

No. 6093 Resolution approving and authorizing execution of a 28E Agreement with Osage Municipal Utilities of Osage, Iowa, to provide wholesale internet bandwidth services through the headend of the Utility.

During discussion on these Resolutions, it was noted that the CFU pricing is generally not less than the pricing of the other providers. 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 a proposed 2018 Budget Amendment.

Moved by Trustee Taylor, seconded by Trustee Soneson 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 Engel, seconded by Trustee Soneson to adopt **Resolution No. 6096** approving and adopting a 2018 Budget Amendment. It was noted higher expenses in Gas and Water and the payment of the 2010B bond redemption have caused expenditures to be higher than originally

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

Wynette Froehner, Director of Finance & Organizational Services, presented an overview of the 2019 Budget. There were no written objections filed with the General Manager of Utilities. No oral objections were heard at the hearing. Chair Johnson declared the hearing closed.

Moved by Trustee Taylor, seconded by Trustee McAlister to adopt **Resolution No. 6097** approving and adopting the 2019 Budget. 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: financial dashboard, investment and balance sheet reports were provided; and an update on the connect>CF fundraising.

There were no Board requests to staff.

Moved by Trustee Engel, seconded by Trustee Soneson to adjourn to closed session in accordance with Code of Iowa, Chapter 21.5(1)(k) to review the quarterly cyber security report. Upon call of the roll, the following Trustees voted aye: Johnson, Taylor, McAlister, Engel, and Soneson. Nay: None. Absent: None. Motion carried. The meeting adjourned to closed session at 3:27 p.m.

The meeting returned to open session at 4:00 p.m.

The Board continued follow-up on their self-evaluations. Suggestions were made for a formal orientation process for new Board members.

Moved by Trustee Soneson, seconded by Trustee Engel to adjourn the meeting. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried. The meeting adjourned at 4:18 p.m.