

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

December 12, 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, and Dale Olson, customers.

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.

New employees, Stuart Craig and Heath Dougherty, were introduced.

Customer Jack Yates requested the Utility set goals to increase renewable energy and provide plans to obtain the goals. Mr. Yates provided opinion poll data that indicates customers are willing to pay more for power if it reduces our carbon footprint. Mr. Yates believes the Utility's cable and internet services attract people to Cedar Falls and feels we could do the same with increased renewable energy goals.

Moved by Trustee McAlister, seconded by Trustee Engel to approve the minutes of the November 14, 2018, regular meeting and the November 26, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of November that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of November 1, 2018, through November 30, 2018; check numbers: 130208; 130264-130266; 130272; 130370-130372; 130440-130442; 130468-130470; 130529; 130548-130583; 130585; 130651-130656; 130764-130769; 209955-210285; 595552391800; 410808947162; 986396696590; 291603733356; 291623115266; 021346061907; 760858049441; 676662329187; 056533803638; 181408698481; 638088928589; 110189148157; 790083729598; 903171629919; 963813050356; 512979785700; 956884621974; 306532542519; 404706014988; 908597040621; 918145454631; 295110232459; 590788362271; 669239333161; 182669835381; 718175317599; 021201073055; 350252285536; 837882141989; 908961550491; 231648269737; 890286860927; 837326494517;

961852625796; 014902402436; 845544167578; 869127902543; 231030240011; 056476768164; 898518659526; 909046461391; 782761925254; 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 Engel 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. 6104 Resolution revising interest rate paid on customer deposits to 2.7% effective January 1, 2019. Said revision is based on the One-Year U.S. Treasury's constant maturities rate as listed in the U.S. Treasury website, Federal Reserve Statistical Release for November 15, 2018.

No. 6105 Resolution naming depositories for the Utility. Revisions to the named depositories provide for establishing a cash depository listing and an investment deposit listing.

No. 6107 Resolution accepting the bid, awarding the contract, and approving and authorizing execution of a contract with Asplundh Tree Expert, LLC, of Ralston, Nebraska, for city-wide tree trimming services for the years 2019 and 2020; subject to receipt and approval of the Certificate of Insurance, Performance Bond, and Payment Bond. The bid received from Asplundh Tree Expert was the lowest unit price bid received for said services.

No. 6108 Resolution approving and authorizing execution of Task Order No. 3 amendment to the master agreement dated October 8, 2014, with DeWild, Grant, Reckert & Associates Company, d/b/a DGR Engineering for professional engineering services. Said amendment is for \$127,300.00 to assist staff with preparation of plans, specifications, proposed form of contract, and estimated cost for the Union Substation Improvements project.

No. 6109 Resolution approving and authorizing execution of Change Orders Nos. 22 – 23 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communication Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$40,024.90; making the total contract price \$4,899,692.87. 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 StruXture Architects for an additional \$2,801.74 for additional architectural services necessary; bringing the total cost to \$417,328.80 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 Taylor, seconded by Trustee Engel to adopt **Resolution No. 6103** approving and authorizing performance-based compensation adjustments for non-represented

employee job classifications for the year 2019; and approving and authorizing an amendment to the classification and compensation plan. 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. 6106** approving and authorizing execution of an agreement with DirectApps, Inc., d/b/a Energy Solutions Group in the amount of \$207,500.00 for software to streamline the rebate processing and rebate portfolio management of the Energy Services department. 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 receive and file annual corporate membership dues report. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

In response to community and Trustee requests there was a discussion on steps the Utility will take to provide education and a basis for environmental and emission policy-making. Staff will prepare a schedule of action items for the January 2019 Board meeting.

The following items were presented for information purposes only: a report on the status of the Utility's health plan; an update on the Benefits Committee; and a report on a recent MISO Management meeting attended by staff.

There were no Board requests to staff.

The Board continued follow-up on their self-evaluations. Board members agreed to start receiving Board meeting materials electronically on a trial basis.

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 5:25 p.m.

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

December 12, 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, and Dale Olson, customers.

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.

New employees, Stuart Craig and Heath Dougherty, were introduced.

Customer Jack Yates requested the Utility set goals to increase renewable energy and provide plans to obtain the goals. Mr. Yates provided opinion poll data that indicates customers are willing to pay more for power if it reduces our carbon footprint. Mr. Yates believes the Utility's cable and internet services attract people to Cedar Falls and feels we could do the same with increased renewable energy goals.

Moved by Trustee McAlister, seconded by Trustee Engel to approve the minutes of the November 14, 2018, regular meeting and the November 26, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of November that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of November 1, 2018, through November 30, 2018; check numbers: 130208; 130264-130266; 130272; 130370-130372; 130440-130442; 130468-130470; 130529; 130548-130583; 130585; 130651-130656; 130764-130769; 209955-210285; 595552391800; 410808947162; 986396696590; 291603733356; 291623115266; 021346061907; 760858049441; 676662329187; 056533803638; 181408698481; 638088928589; 110189148157; 790083729598; 903171629919; 963813050356; 512979785700; 956884621974; 306532542519; 404706014988; 908597040621; 918145454631; 295110232459; 590788362271; 669239333161; 182669835381; 718175317599; 021201073055; 350252285536; 837882141989; 908961550491; 231648269737; 890286860927; 837326494517;

961852625796; 014902402436; 845544167578; 869127902543; 231030240011; 056476768164; 898518659526; 909046461391; 782761925254; 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 Engel 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. 6104 Resolution revising interest rate paid on customer deposits to 2.7% effective January 1, 2019. Said revision is based on the One-Year U.S. Treasury's constant maturities rate as listed in the U.S. Treasury website, Federal Reserve Statistical Release for November 15, 2018.

No. 6105 Resolution naming depositories for the Utility. Revisions to the named depositories provide for establishing a cash depository listing and an investment deposit listing.

No. 6109 Resolution approving and authorizing execution of Change Orders Nos. 22 – 23 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communication Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$40,024.90; making the total contract price \$4,899,692.87. 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 StruXture Architects for an additional \$2,801.74 for additional architectural services necessary; bringing the total cost to \$417,328.80 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 Taylor, seconded by Trustee Engel to adopt **Resolution No. 6103** approving and authorizing performance-based compensation adjustments for non-represented employee job classifications for the year 2019; and approving and authorizing an amendment to the classification and compensation plan. 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. 6106** approving and authorizing execution of an agreement with DirectApps, Inc., d/b/a Energy Solutions Group in the amount of \$207,500.00 for software to streamline the rebate processing and rebate portfolio management of the Energy Services department. 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 receive and file annual corporate membership dues report. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

In response to community and Trustee requests there was a discussion on steps the Utility will take to provide education and a basis for environmental and emission policy-making. Staff will prepare a schedule of action items for the January 2019 Board meeting.

The following items were presented for information purposes only: a report on the status of the Utility's health plan and an update on the Benefits Committee.

There were no Board requests to staff.

The Board continued follow-up on their self-evaluations. Board members agreed to start receiving Board meeting materials electronically on a trial basis.

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 5:25 p.m.

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

December 12, 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, and Dale Olson, customers.

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.

New employees, Stuart Craig and Heath Dougherty, were introduced.

Moved by Trustee McAlister, seconded by Trustee Engel to approve the minutes of the November 14, 2018, regular meeting and the November 26, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of November that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of November 1, 2018, through November 30, 2018; check numbers: 130208; 130264-130266; 130272; 130370-130372; 130440-130442; 130468-130470; 130529; 130548-130583; 130585; 130651-130656; 130764-130769; 209955-210285; 595552391800; 410808947162; 986396696590; 291603733356; 291623115266; 021346061907; 760858049441; 676662329187; 056533803638; 181408698481; 638088928589; 110189148157; 790083729598; 903171629919; 963813050356; 512979785700; 956884621974; 306532542519; 404706014988; 908597040621; 918145454631; 295110232459; 590788362271; 669239333161; 182669835381; 718175317599; 021201073055; 350252285536; 837882141989; 908961550491; 231648269737; 890286860927; 837326494517; 961852625796; 014902402436; 845544167578; 869127902543; 231030240011; 056476768164; 898518659526; 909046461391; 782761925254; 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 Engel 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. 6104 Resolution revising interest rate paid on customer deposits to 2.7% effective January 1, 2019. Said revision is based on the One-Year U.S. Treasury's constant maturities rate as listed in the U.S. Treasury website, Federal Reserve Statistical Release for November 15, 2018.

No. 6105 Resolution naming depositories for the Utility. Revisions to the named depositories provide for establishing a cash depository listing and an investment deposit listing.

No. 6109 Resolution approving and authorizing execution of Change Orders Nos. 22 – 23 to the original contract dated June 14, 2017, with Peters Construction Corporation for the Phase VI of Long Range Facilities Plan – Communication Addition & Maintenance Garage Project. Said Change Orders provide for a net increase in the contract price of \$40,024.90; making the total contract price \$4,899,692.87. 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 StruXture Architects for an additional \$2,801.74 for additional architectural services necessary; bringing the total cost to \$417,328.80 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 Taylor, seconded by Trustee Engel to adopt **Resolution No. 6103** approving and authorizing performance-based compensation adjustments for non-represented employee job classifications for the year 2019; and approving and authorizing an amendment to the classification and compensation plan. 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 receive and file annual corporate membership dues report. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: a report on the status of the Utility's health plan and an update on the Benefits Committee.

There were no Board requests to staff.

The Board continued follow-up on their self-evaluations. Board members agreed to start receiving Board meeting materials electronically on a trial basis.

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 5:25 p.m.

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

December 12, 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, and Dale Olson, customers.

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.

New employees, Stuart Craig and Heath Dougherty, were introduced.

Moved by Trustee McAlister, seconded by Trustee Engel to approve the minutes of the November 14, 2018, regular meeting and the November 26, 2018, special meeting as printed and distributed; and to approve the Schedule of Bills for the month of November that by reference is made a part hereof and placed in permanent files of said Board of Trustees. Said schedule covers the dates of November 1, 2018, through November 30, 2018; check numbers: 130208; 130264-130266; 130272; 130370-130372; 130440-130442; 130468-130470; 130529; 130548-130583; 130585; 130651-130656; 130764-130769; 209955-210285; 595552391800; 410808947162; 986396696590; 291603733356; 291623115266; 021346061907; 760858049441; 676662329187; 056533803638; 181408698481; 638088928589; 110189148157; 790083729598; 903171629919; 963813050356; 512979785700; 956884621974; 306532542519; 404706014988; 908597040621; 918145454631; 295110232459; 590788362271; 669239333161; 182669835381; 718175317599; 021201073055; 350252285536; 837882141989; 908961550491; 231648269737; 890286860927; 837326494517; 961852625796; 014902402436; 845544167578; 869127902543; 231030240011; 056476768164; 898518659526; 909046461391; 782761925254; 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 Engel 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. 6099 Resolution approving and authorizing execution of Amendment No. 1 to an Agreement with Credit Bureau Enterprises to provide specialized telecommunications services.

No. 6100 Resolution approving and authorizing execution of a 28E Agreement with Indianola Municipal Utilities to provide wholesale bandwidth headend services. This 28E Agreement supersedes and replaces the Agreement previously approved to allow for updated terms clarifying the types of services being provided.

No. 6101 Resolution approving and authorizing execution of a 28E Agreement with Indianola Municipal Utilities to provide communications transport services. This 28E Agreement supersedes and replaces the Agreement previously approved to allow for updated terms clarifying the types of services being provided.

No. 6102 Resolution approving and authorizing execution of a 28E Agreement with Waverly Communications Utility to provide specialized communications services. This 28E Agreement supersedes and replaces the Agreement previously approved to increase its connection capacity and to allow for updated terms clarifying the types of services being provided.

No. 6104 Resolution revising interest rate paid on customer deposits to 2.7% effective January 1, 2019. Said revision is based on the One-Year U.S. Treasury's constant maturities rate as listed in the U.S. Treasury website, Federal Reserve Statistical Release for November 15, 2018.

No. 6105 Resolution naming depositories for the Utility. Revisions to the named depositories provide for establishing a cash depository listing and an investment deposit listing.

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. 6103** approving and authorizing performance-based compensation adjustments for non-represented employee job classifications for the year 2019; and approving and authorizing an amendment to the classification and compensation plan. 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 receive and file annual corporate membership dues report. Upon call for the vote, all Trustees voted aye. Nay: None. Absent: None. Motion carried.

The following items were presented for information purposes only: a report on the status of the Utility's health plan; an update on the Benefits Committee; telephone business customer survey results; a communications agreement update; discussion on the possibility of expanding services on Waverly Road; and status on NBC Universal programming.

There were no Board requests to staff.

Moved by Trustee Engel, seconded by Trustee Soneson to adopt **Resolution No. 6110** approving fact-findings in accordance with the Code of Iowa, Chapter 388.9(1). 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 4:00 p.m. to discuss a potential specialized communications service agreement.

The meeting returned to open session at 4:39 p.m.

The Board continued follow-up on their self-evaluations. Board members agreed to start receiving Board meeting materials electronically on a trial basis.

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 5:25 p.m.