

Rock Falls Utility Committee  
Council Chambers  
603 West 10<sup>th</sup> Street  
Monday, May 18, 2020  
8:15 A.M.

**AGENDA**

CALL TO ORDER

- A. Roll Call
- B. Public Comment – Carry-On Range request
- C. Nominations and selection of Chair for the term of May 1, 2020 through April 30, 2022.
- D. Nominations and selection of Vice Chair for the term of May 1, 2020 through April 30, 2022.
- E. Review of Minutes from March 23, 2020 meeting.  
***ACTION REQUESTED:*** Approve Minutes from March 23, 2020 meeting

**MANAGEMENT/STRATEGY/CAPITAL PROJECTS**

F. New Business

**1. Utility Office**

- a. Superintendent Update
- b. Discussion regarding disconnection of service timeframe.

**2. Water Department**

- a. Superintendent update
- b. Resolution Executing a Water Tower Space License Agreement with Rotary Airlock, LLC

***ACTION REQUESTED:*** Approve Resolution Executing a Water Tower Space License Agreement with Rotary Airlock LLC and forward to City Council.

**3. Wastewater Department**

- a. Superintendent update

**4. Electric Department**

- a. Superintendent Update
- b. Avenue A Project Update
  - 1. Meeting with Tri-City Electric
  - 2. Transformer Delay Update
  - 3. Switch Gear Update
  - 4. Generator Update
  - 5. Change Order #2 for Tri-City Electric

***ACTION REQUESTED:*** Approve Change Order #2 and forward to City Council for approval.

6. Hydro Maintenance Outage

- a. Generator I & II– generator repair estimate

***ACTION REQUESTED:*** Approve generator repair estimates by Inman Electric Motors in the amount of \$11,133 for Generator I and \$41,287.00 for Generator II.

**5. Fiber/Broadband Department**

- a. Superintendent updates

b. Discussion of partnerships – Review of letter from SurfAir  
**ACTION REQUESTED:** Approve Letter of Interest with Surf Broadband Solutions and forward to council for approval.

**6. City Attorney**

- a. Civic Plaza
- b. Update 2103 Industrial Park Road
- c. Well to City

**7. Benchmarking/Succession Planning/Other**

- a. Benching – Complete will set up time for Baker Tilly attend and review
- b. No succession planning this month
- c. Term reviews – Kim Groharing was re-appointed by the Mayor and approved by the City Council for a 5-year term.

**8. Utility Manager**

- a. Review drafted letter responding to public comment at May 5, 2020 Council meeting
- b. Lost revenue due to COVID-19

**POLICY/EDUCATION**

- G. APPA Training Update – On hold
- H. Next Meeting Date & Time – June 22, 2020
- I. Executive Session Section
- J. Committee Member Items
- K. Adjournment

**INFORMATION ITEMS**

The following items are presented as information only:  
 Fiscal Year to Date Billed Utility Totals  
 Accounts Receivable Report  
 Collection Report

Jan	Approve Capital Budgets
Feb	
Mar	Approve Final O & M Budgets - Approve Purchase Power Adjustment
Apr	Officer elections
May	
June	Policy Review & Goal Setting
July	
Aug	
Sept	
Oct	
Nov	
Dec	Review Capital Budgets

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