



**AGENDA
CITY OF CEDAR FALLS, IOWA
COMMITTEE OF THE WHOLE MEETING
TUESDAY, JULY 06, 2021
5:30 PM AT CITY HALL**

The City is providing in-person and electronic options for this meeting in accordance with the Governor's Proclamation of Disaster Emergency regarding meetings and hearings. The City encourages in-person attendees to follow the latest CDC guidelines to reduce the risk of COVID-19 transmission.

The meeting will be accessible via video conference and the public may access/participate in the meeting in the following ways:

- a) By dialing the phone number +13126266799 or +19292056099 or +12532158782 or +13017158592 or +13462487799 or +16699006833 and when prompted, enter the meeting ID (access code) 962 7287 1738.
- b) iPhone one-tap: +13126266799,,96272871738# or +19292056099,,96272871738#
- c) Join via smartphone or computer using this link: <https://zoom.us/j/96272871738>.
- d) View the live stream on Channel 15 YouTube using this link: <https://www.youtube.com/channel/UCCzeig5nIS-dlEYisqah1uQ> (view only).
- e) Watch on Cedar Falls Cable Channel 15 (view only).

To request to speak when allowed on the agenda, participants must click "Raise Hand" if connected by smartphone or computer, or press *9 if connected by telephone. All participants will be muted by the presiding officer when not actually speaking.

Call to Order by the Mayor

- 1. Incident Command System with County EMA.
(50 Minutes, Black Hawk County Emergency Management Coordinator Mindy Benson)
- 2. Parking Ordinance Amendments.
(30 Minutes, City Clerk Jacque Danielsen)

Overview of Incident Command System

Item 1.



NATIONAL RESPONSE FRAMEWORK:

HOW THE NATION CONDUCTS AN ALL-
HAZARDS APPROACH TO A RESPONSE
TO AN INCIDENT ACROSS AGENCIES
AND JURISDICTIONS

Item 1.

- Iowa operates
under the State Response

Framework:

Local

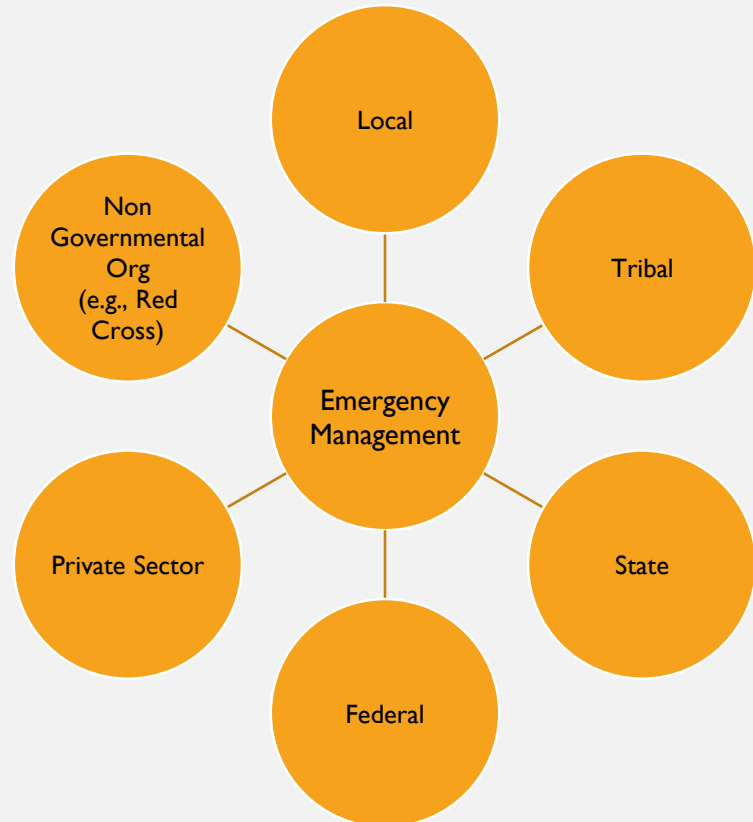
State

Federal

Tribal

Private Sector

Non Governmental



WHAT IS AN INCIDENT?

- An incident is ...
 - ... an occurrence, caused by either human or natural phenomena, that requires response actions to prevent or minimize loss of life, or damage to property and/or the environment.



WHY ICS

World Trade Center 9/11

“The Police and Fire Departments did not work together that day, and they rarely did before.”
(Command and Control issue)

“other firefighters appear to have been using one radio channel while evacuation orders went out over another.” (Communications issue)

Common Terminology

Organizational Structure

Communications

Action Plans

Span of Control

Incident Facilities

Resource Management



LESSONS LEARNED

- Derecho 8/2020
- No EOC
- Each Jurisdiction was doing their own requests for resources
- Multiple resource requests for items already in the area or had been sent for from the State by EMA.
- Unified Command would have assisted handling these items.



ICS COMPONENTS

Item 1.

- **Preparedness**
- **Command and Management**
- **Resource Management**
- **Communications and Information Management**
- **On-going Management and Maintenance**

**Incident
Command
System**

**Multiagency
Coordination
Systems**

**Public
Information**

THE INCIDENT COMMAND SYSTEM

Item 1.

- ICS structure can be used to coordinate on scene for command, control and coordinator of emergency response. As well as in an Emergency Operations Center for support activities for local or a regional response.
- Is a standardized management system
- Allows its users to adopt an integrated organizational structure to match the complexities and demands of single or multiple incidents without being hindered by jurisdictional boundaries

WHO USES INCIDENT COMMAND SYSTEM?

- Fire
- Law Enforcement
- EMS
- Airport Authorities
- Military
- Hospitals
- Correctional Centers
- Schools
- Public Works Departments
- Labor Unions
- Transportation Agencies
- Red Cross
- College & Universities
- Industry
- Shopping Centers

ICS RESPONSE GOALS

GOALS

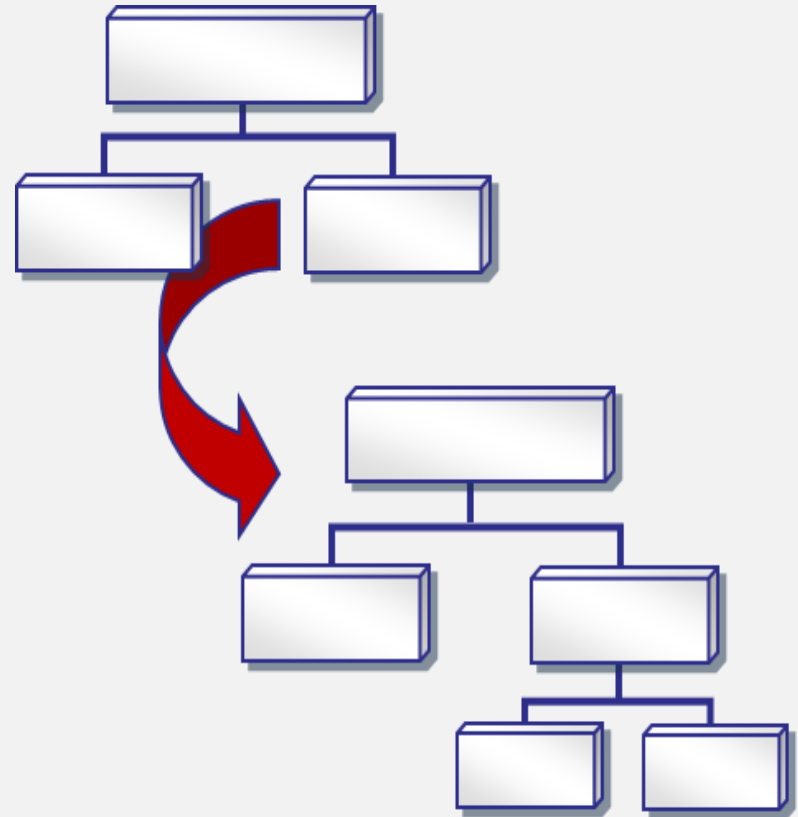
1. Provide for safety and health of all responders
2. Save lives
3. Reduce suffering
4. Protect public health
5. Protect government infrastructure
6. Protect property
7. Protect the environment
8. Reduce economic and social losses



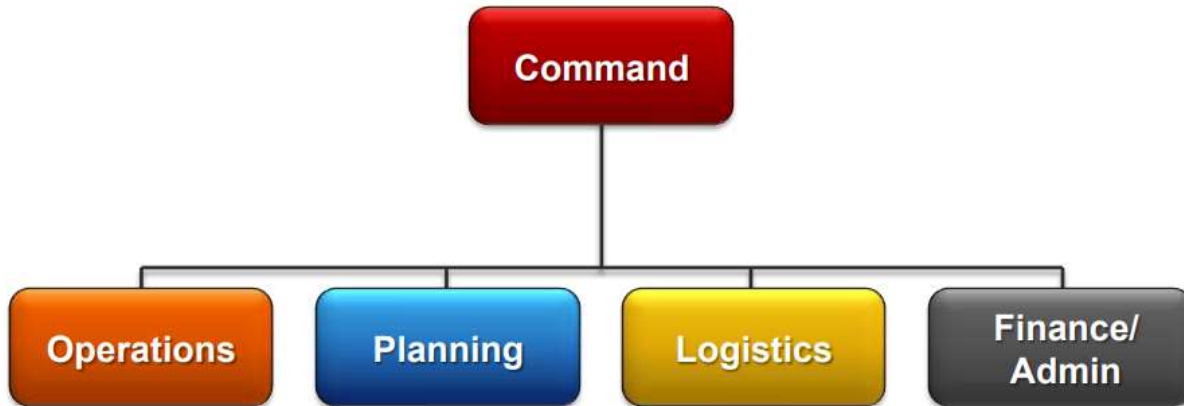
Modular Organization

Item 1.

- Incident objectives determine the organizational size
- Is based on the size and complexity of the incident
- Only functions/positions that are necessary will be filled, not all positions need to be activated



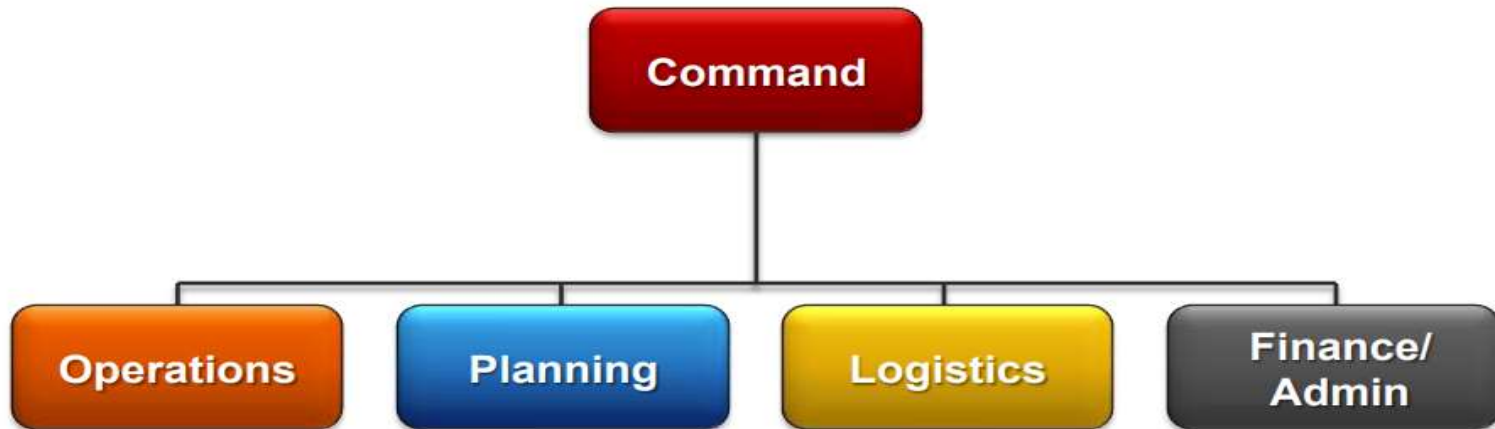
INCIDENT COMMAND SYSTEM ROLES AND RESPONSIBILITIES GENERAL STAFF



INCIDENT COMMAND SYSTEM ROLES AND RESPONSIBILITIES GENERAL STAFF

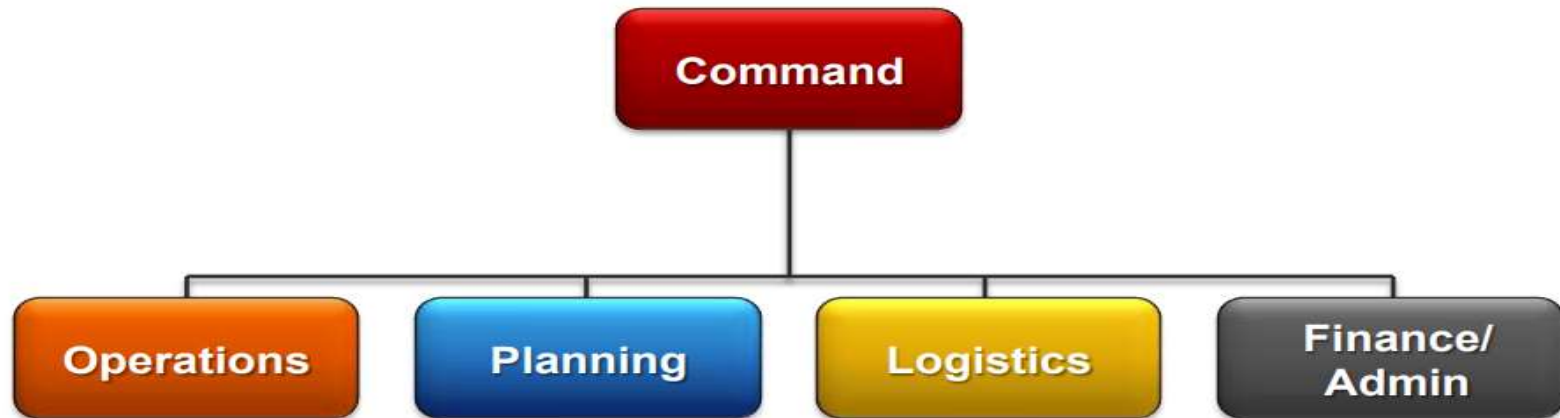


OPERATIONS



- Develop operations portions of the Incident Action Plan
- Directs all operational resources
- Maintains close contact with the IC, subordinate operations personnel and other agencies involved in the incident.

PLANNING



- Prepares and documents the Incident Action Plan
- Collects and evaluates information
- Maintains resource status
- Maintains documentation for incident records

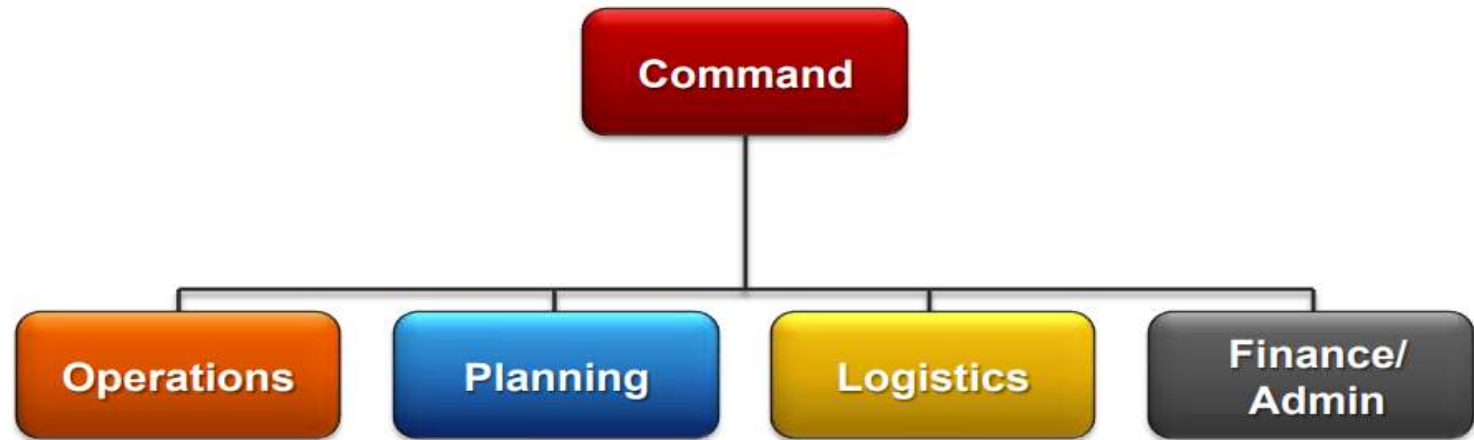
RELIANCE ON AN INCIDENT ACTION PLAN

Item 1.

- The Incident Commander creates an Incident Action Plan (IAP) that:
 - Specifies the incident objectives.
 - States the activities to be completed
 - Documents activities
 - Covers a specified timeframe
 - (operational period)
 - Should be a written IAP
 - Should include a Table of Organization
 - Takes into account legal and policy considerations and direction.

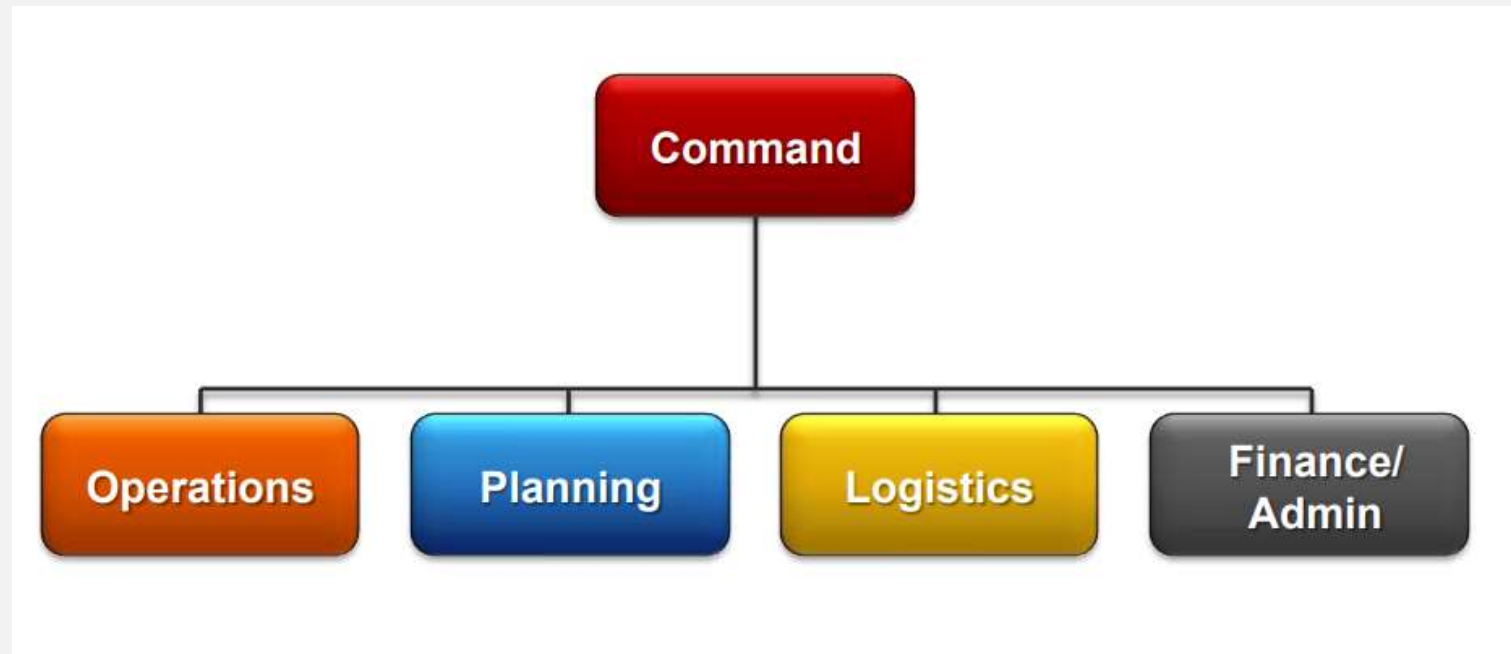


FINANCE AND ADMINISTRATION



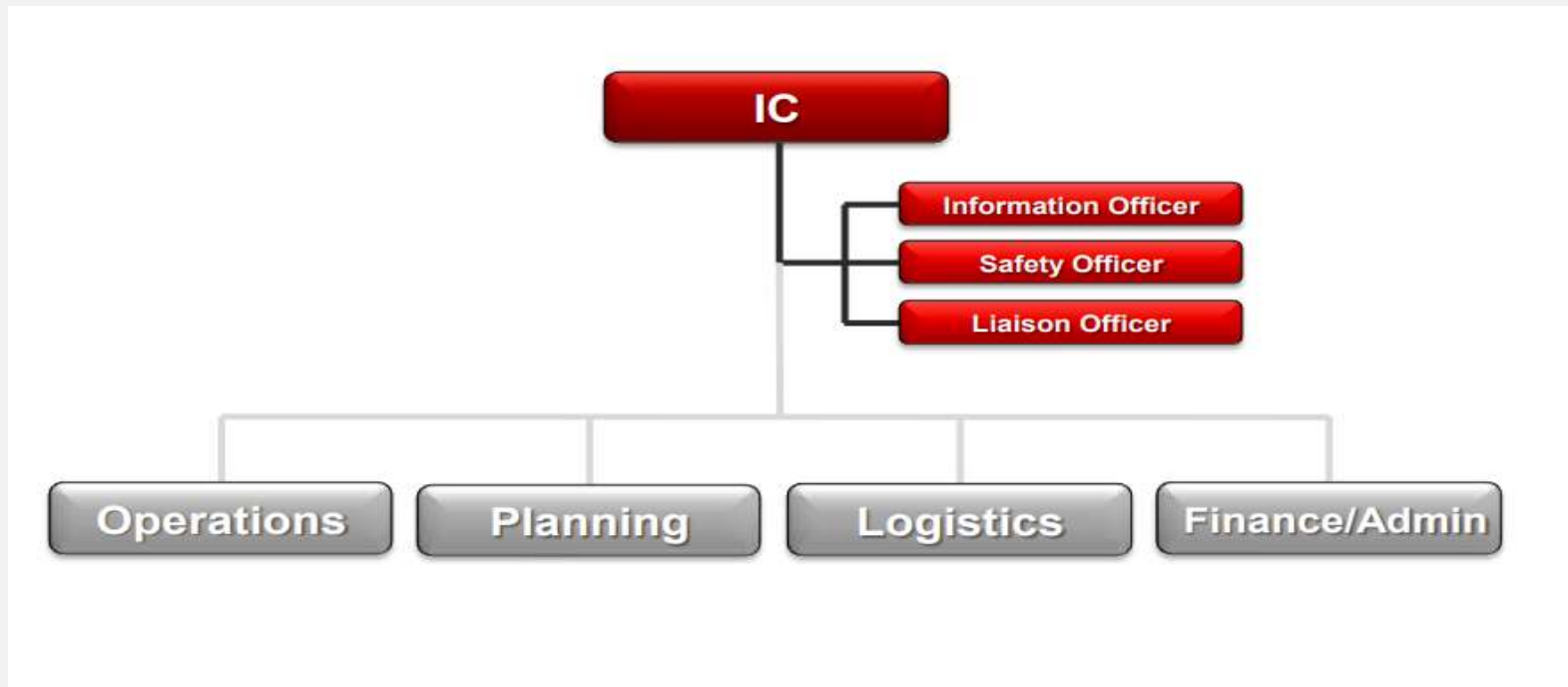
- Tracks and manages spending during an incident
- Handles the financial recovery of the facility

LOGISTICS



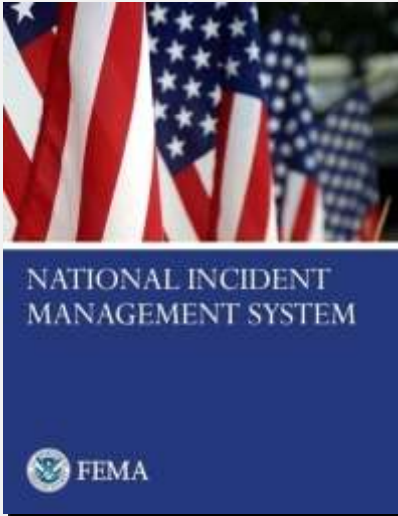
- Manages the materials and facilities used during the crisis

COMMAND STAFF



- May be needed depending on the complexity of the incident
- Incident Commander will determine which Command Staff positions are needed
- Point of Contact for the SEOC to request services and/or goods in support of incident response.

NIMS: Coordination



Multiagency coordination is a process that allows all levels of government and all disciplines to work together more efficiently and effectively.

An entity/individual may have “command and control” over resources and policies without being in command of the incident.

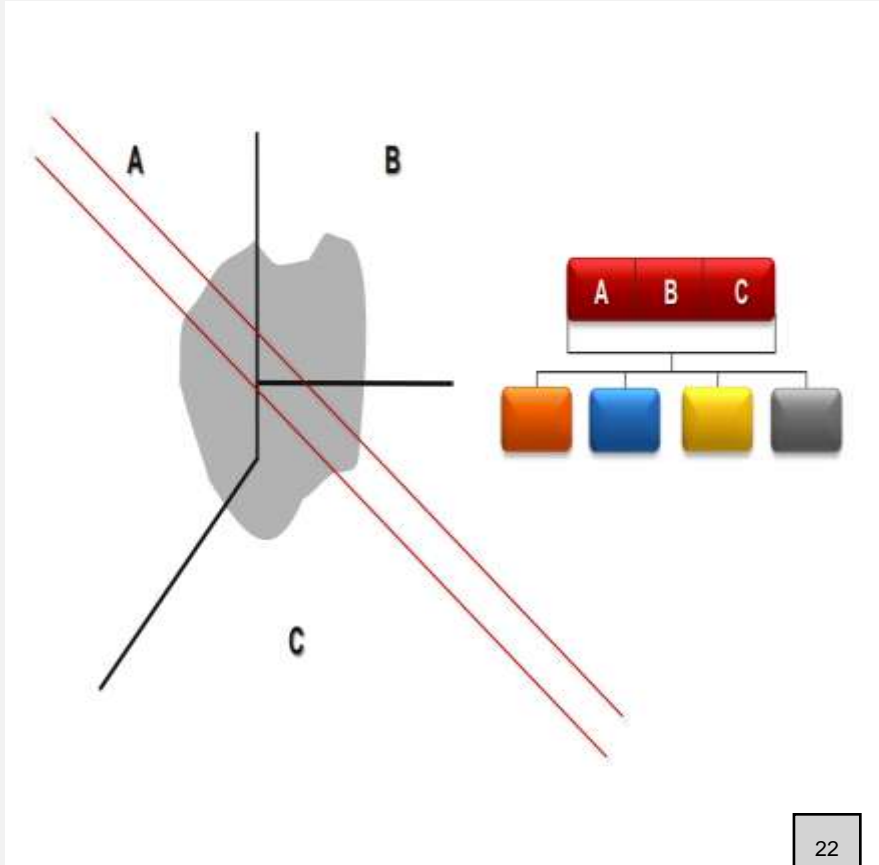
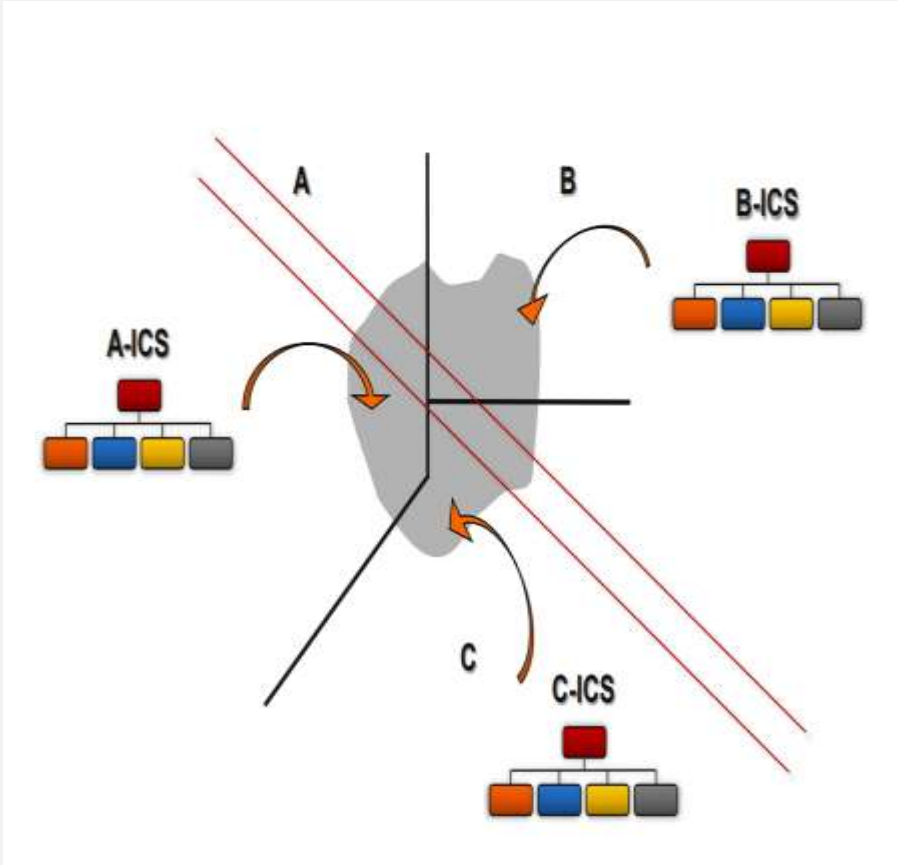
MULTI-AGENCY COORDINATION SYSTEM ACTIVATION

Activated when ...

- An emergency situation threatens, significantly impacts, or involves multiple agencies and/or political subdivisions.



UNIFIED COMMAND



INCIDENT COMMAND SYSTEM

- ✓ Comprehensive management scheme
- ✓ Ensures coordinated & organized Provincial response & recovery
- ✓ Common response culture
- ✓ Plans are similar
- ✓ Only one “system” to learn
- ✓ Eliminates duplication



IOWA DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT

- Iowa State Emergency Operations Center
 - HSEMD as coordination lead
 - Governor's Unified Command
 - Emergency Support Functions
- State Response Framework
 - Outlines roles and responsibilities
 - Plans, Resources, and Assets
 - Pre-Activation Framework
 - State Emergency Operations Center
Standard Operating Procedures (SOPs)



WEB EOC

- Web EOC is a State funded web-based application that allows agencies to communicate during incidents
- It can coordinate response and recovery operations in a secure, real-time, online environment
- It allows state, municipal to share information during an emergency and provides a common operating picture for all, enhancing situational awareness and improving interoperable communications

ICS OVERVIEW





Parking Ordinance Amendments

***City Council
Committee of the Whole
July 6, 2021***



Background

- During the June 7th Committee of the Whole meeting – City Council voted to approve the request of the Community Main Street Board of Directors to eliminate the new paid parking system in the downtown municipal parking lots and revert back to the 4-hour free parking limit.
- City Council also voted to consider College Hill parking separately from downtown.



Discussions

Met with Community Main Street Executive Director Kim Bear, confirming the following:

- Reestablish 4-hour free parking limit in downtown municipal parking lots.
- Reestablish permits for longer parking and continue 20% limit per lot.
- Continue enforcement as posted.
- Event parking.



Discussions

Met with College Hill Partnership Executive Director Kathryn Sogard, confirming the following:

- Reestablish paid parking in college hill municipal parking lots, except for months of June & July.
- Reestablish permits for longer parking.
- Continue enforcement as posted.
- Relocation of College Hill Farmers Market.



Timeline

- Finalize ordinance amendments for first consideration at 7/19/21 City Council meeting.
- Second consideration on 08/02/21, or consider suspending the rules for final consideration on 08/02/21 as paid parking suspension ends on August 1st.
- Schedule with vendor for removal of downtown pay stations.



QUESTIONS?

CODE OF ORDINANCES

CHAPTER 23 – TRAFFIC AND MOTOR VEHICLES

ARTICLE IV. STOPPING, STANDING AND PARKING

DIVISION 2. PARKING ENFORCEMENT DISTRICTS, EQUIPMENT, OPERATIONS AND FACILITIES

Sec. 23-413. Parking time limits in parking enforcement districts.

(a) *Generally.*

- (1) ~~Except as otherwise provided in this division, U~~unrestricted parking is allowed in a municipal lot unless a sign is posted by the city advising that the lot is a paid parking lot. If posted as a paid parking lot, parking is prohibited unless an appropriate city issued permit is purchased, or unless legal parking time is purchased by means of a parking meter, pay station or mobile application.
- (2) Except as otherwise provided in this division, unrestricted parking is allowed on a public street in a parking enforcement district unless a sign is posted by the city advising that a parking space is a paid parking space. If posted as a paid parking space, parking is prohibited unless legal parking time is purchased by means of a parking meter, pay station or mobile application.
- (3) Rates for paid parking in a parking enforcement district shall be adopted by resolution of the city council and appropriately posted giving notice of said rates.
- (4) The schedule of fines for violations of this division shall be in the same amount as stated in section 23-356.

~~(b) Enforcement times—Downtown parking enforcement district.~~

~~When signs are posted giving notice thereof, parking or standing a vehicle in a paid parking space shall be restricted and enforced between the hours of 9:00 a.m. and 8:00 p.m., Monday through Saturday. The provisions of this subsection shall not apply on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.~~

(c) *Enforcement times—College Hill parking enforcement district.*

When signs are posted giving notice thereof, parking or standing a vehicle in a paid parking space shall be restricted and enforced between the hours of 9:00 a.m. and 6:00 p.m., Monday through Friday. The provisions of this section shall not apply on the following named holidays: New Year's Day, Memorial Day, ~~Independence Day~~, Labor Day, Thanksgiving Day and Christmas Day, and during the months of June and July.

Sec. 23-414. Use of funds collected from parking operations and enforcement.

- (a) Funds derived from the operation and enforcement of parking shall be used for the following purposes and none other:
- (1) Payment of the cost of acquisition, installation, maintenance, repair and operation of equipment, signs and other devices to regulate and enforce parking laws.

- (2) Payment of the cost of acquiring, by purchase, lease or similar arrangement, parking lots, facilities or other off-street parking areas, including operation, enlargement or improvement thereof or the facilities thereof, and widening or altering the streets to provide additional parking facilities.
- (3) Retirement of revenue bonds.
- (b) All revenues derived from parking enforcement operations not required for the payment of costs under subsection (a) of this section shall be expended for the improvement of existing facilities or the acquisition and improvement of additional off-street parking areas, provided that such funds may be retained and accumulated for such purpose for such length of time and in such amount as may be reasonably necessary to effectuate such program of acquisition of parking lots or other off-street parking areas.

Sec. 23-415. Parking violations.

It shall be unlawful and a violation of the provisions of this division for any person to:

- (1) Cause, allow, permit or suffer any vehicle registered in the name of or operated by such person to be parked overtime or beyond the period of legal parking time established or purchased.
- (2) Permit any vehicle to remain or be placed in a parking space beyond the period prescribed for such parking space. Moving a vehicle to another parking space within the same hundred block of the same street or within the same municipal parking lot that results in total cumulative parking time beyond the period prescribed for such parking space, shall be a violation.
- (3) Park any vehicle across any line or marking of a parking space or in such position that the vehicle is not entirely within the area designated by such lines or markings. Where angle or straight-in parking is provided, a vehicle must be parked entirely between the lines or markings with one of the front wheels of the vehicle touching the bumper block or curb, if one exists.
- (4) Deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any parking equipment or device installed under the provisions of this division. Violation of this provision shall be considered a simple misdemeanor as provided for in section 23-23.

Sec. 23-416. Notice of parking violation.

Parking enforcement personnel of the city shall attach to the vehicles in violation of this division a notice to the owner or operator thereof stating that such vehicle has been parked in violation of this division and informing the owner or operator of the amount of the fine, how the fine may be paid, and the penalty for failure to pay the fine.

Sec. 23-417. Report of parking violations.

It shall be the duty of the parking enforcement personnel of the city, acting in accordance with instructions issued by the city clerk and as approved by the council, to report the following:

- (1) The location of the vehicle that is or has been parking in violation of any of the provisions of this division.

- (2) The state license number of such vehicle.
- (3) The time during which such vehicle is parking in violation of any of the provisions of this division.
- (4) Any other facts which are necessary to a thorough understanding of the circumstances attending such violation.

Sec. 23-418. Parking permits for municipal parking lots or parking facilities.

Generally. The owner or operator of a motor vehicle may obtain a parking permit for use in the off-street municipal parking lots or facilities. Parking permits may be assigned to a specific parking lot or facility, and may vary in price. Parking permit fees shall be established from time to time by resolution of the city council. The parking permit is to be displayed in the lower left-hand corner of the windshield of the vehicle unless the owner or operator of the vehicle has properly registered the license plate of the vehicle with the parking enforcement agency designated by the city. The purchase and proper display/registration of a parking permit, as required in this subsection shall entitle the motor vehicle to be parked in the designated off-street municipal parking lot or facility for a period of up to 48 consecutive hours without penalty for overtime parking.

Sec. 23-419. Two-hour limit on parking in certain parking spaces on certain streets.

(a) *Downtown parking enforcement district.*

- (1) When signs are erected giving notice thereof, parking or standing a vehicle in a designated parking space shall be limited to a total of two hours of parking between the hours of 9:00 a.m. and 8:00 p.m., Monday thru Saturday, except on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, on the following streets or portions of streets within the city:
 - a. Main Street from First Street to Sixth Street.
- (2) Each consecutive two-hour period during one calendar day that a vehicle remains illegally parked as provided in this subsection shall constitute a separate and distinct offense.

(b) *College Hill parking enforcement district.*

- (1) When signs are erected giving notice thereof, parking or standing a vehicle in a designated parking space shall be limited to a total of two hours of parking between the hours of 9:00 a.m. and 6:00 p.m., Monday thru Friday, except on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, on the following streets or portions of streets within the city:
 - a. College Street from 20th Street to 22nd Street
 - b. 23rd Street from that portion of said street adjacent to 1019 West 23rd Street west to Merner Avenue.
 - c. Anywhere within the 22nd Street East - North and 20th Street East - Plaza municipal parking lots.

- (2) Each consecutive two-hour period during one calendar day that a vehicle remains illegally parked as provided in this subsection shall constitute a separate and distinct offense.

Sec. 23-420. Three-hour limit on parking in certain parking spaces on certain streets.

Downtown parking enforcement district.

- (1) When signs are erected giving notice thereof, parking or standing a vehicle in a designated parking space shall be limited to a total of three hours of parking between the hours of 9:00 a.m. and 8:00 p.m., Monday thru Saturday, except on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, on the following streets or portions of streets within the city:
- a. Second Street from State Street to Clay Street.
 - b. Third Street from State Street to Clay Street.
 - c. Fourth Street from State Street to Washington Street.
 - d. Fifth Street from State Street to Washington Street.
 - e. State Street from Second Street to Fourth Street.
 - f. Washington Street from First Street to Sixth Street.
 - g. Sixth Street from Washington Street west to the alley between Clay Street and Washington Street.
- (2) Each consecutive three-hour period during one calendar day that a vehicle remains illegally parked as provided in this subsection shall constitute a separate and distinct offense.

Sec. 23-421. One-hour limit on parking in certain parking spaces.

College Hill parking enforcement district.

- (1) When signs are erected giving notice thereof, parking or standing a vehicle in a designated parking space shall be limited to a total of one hour of parking for each vehicle between the hours of 9:00 a.m. and 6:00 p.m., Monday thru Friday, except on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, on the following portions of streets within the city:
- a. 23rd Street from College Street west to and including that portion of West 23rd Street adjacent to 1009 West 23rd Street.
 - b. College Street from 22nd Street to 23rd Street.
 - c. Within the 23rd Street East municipal parking lot.
- (2) Each consecutive one-hour period during one calendar day that a vehicle remains illegally parked as provided in this subsection shall constitute a separate and distinct offense.

NEW SECTION**Sec. 23-422. Four-hour limit on parking in certain parking spaces in certain municipal parking lots.***Downtown parking enforcement district.*

- (1) When signs are erected giving notice thereof, parking or standing a vehicle in a designated parking space shall be limited to a total of four hours of parking for each vehicle between the hours of 9:00 a.m. and 8:00 p.m., Monday thru Saturday, except on the following named holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day, in the following municipal parking lots within the city:
 - a. Second Street East municipal parking lot.
 - b. Second Street West municipal parking lot.
 - c. Third Street East municipal parking lot.
 - d. Third Street West municipal parking lot.
 - e. Fifth Street West municipal parking lot.
- (2) Each consecutive four-hour period during one calendar day that a vehicle remains illegally parked as provided in this subsection shall constitute a separate and distinct offense.

Sec. 23-4232. Parking prohibited in portions of certain parking spaces the 22nd street west municipal parking lot during certain hours.

- (1) When signs are erected giving notice thereof, parking or standing a vehicle shall be prohibited ~~in the 20 angled parking spaces located in the northeast leg of the 22nd Street West municipal parking lot~~ on Thursday afternoons only commencing with the first Thursday of June of each year and continuing through the last Thursday of October of each year during the hours of 2:00 p.m. to 7:00 p.m. on the following portions of streets and municipal parking lots:
 - a. Anywhere within the 22nd Street East-North municipal parking lot.
 - b. West 22nd Street from Olive Street to College Street.