



AGENDA
CITY OF CEDAR FALLS, IOWA
COMMITTEE OF THE WHOLE MEETING
MONDAY, MAY 06, 2024
6:00 PM AT CITY HALL, 220 CLAY STREET

Call to Order

Roll Call

1. Cedar Falls Economic Development Corporation Update.
(20 Minutes, CFEDC Executive Director Jim Brown)

2. Council Conflict of Interest Form.
(25 Minutes, Human Resources Manager Bailey Schindel)

Adjournment



CEDAR FALLS

ECONOMIC DEVELOPMENT CORPORATION

City Council Update and Report May 2024

The CFEDC is pleased to showcase the work done by the organization to the elected, city staff, and the public. Each of our directors realize before each decision and discussion, every initiative must point to the “public good” of the community for now, and into the future!

1. **Organizational Growth:** The CFEDC now has roughly 28 investors on the Board of Directors and a nine-member Executive Board. With the strong assistance from past-Chair Katy Susong, we have implemented task forces focusing on various initiatives.
2. **Relationships and Partnerships:** The CFEDC continues to nurture relationships with potential investors like the Netherlands company eyeing the U.S. market with more recruiting trips planned next year. The collaboration with Grow Cedar Valley remains strong, although will *look* different per their change in leadership, and plans are underway for regular meetings to sustain momentum.
3. **Business Engagement Opportunities (BEO):** A key initiative stemming from the annual retreat is the establishment of BEO’s to gather insights from local businesses and relay them to relevant entities, fostering a more responsive and informed approach to economic development as we look to “grow our garden”.
4. **Housing Initiatives:** With the city council and mayor’s support, the CFEDC is helping in advancing the Cedar Falls Local Housing Trust Fund entity, aligning with the Housing Needs Assessment’s goal of adding 1000 new dwellings by 2030. This initiative underscores the organization’s commitment to addressing housing shortages.
5. **Housing Incentives Task Force:** Following on the directive given to city staff by the elected at goal setting and with the encouragement of Mayor Laudick, the CFEDC initiated a task force to explore public-private partnerships addressing housing shortages, emphasizing a multifaceted approach to community development.
6. **Stakeholder Engagement:** Ongoing dialogues with stakeholders like UNI, the College Hill Partnership, VT, CFU and others demonstrate the CFEDC’s collaborative approach to community development, ensuring diverse perspectives contribute to strategic planning.
7. **Event management:** The establishment of the Cedar Falls Entertainment Group nonprofit reflects a proactive effort to sustain local events like Sturgis Falls weekend, fostering transparency and inclusivity under a nonprofit umbrella.
8. **City Development Improvement Process:** Looking ahead, the CFEDC aims to convene a task force focused on streamlining city development processes, facilitating a “developer-friendly” environment conducive to sustained growth.
9. **Value Proposition:** The CFEDC underscores its commitment to delivering value through efficient resource allocation, proactive engagement with stakeholders, and tangible outcomes that contribute to Cedar Falls’ economic long-term vitality.

As always, if anyone has questions, please direct them to the following:

Jim Brown
Director – CFEDC
319-575-0375
Jim.Brown@cedarfallsEDC.com



DEPARTMENT OF FINANCE & BUSINESS OPERATIONS

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MEMORANDUM

Human Resources Division

TO: Mayor Laudick and City Council Members

FROM: Bailey Schindel, Human Resources Manager

DATE: April 29, 2024

SUBJECT: Elected Officials Conflict of Interest Form Revision

Attached for your consideration is a revised conflict of interest form for elected officials. The revised conflict of interest form was the result of direction from City Council to City Staff at the March 18, 2024 Committee of the Whole Meeting to create a more robust form.

If you have questions regarding the attached, feel free to contact me at 319-268-5531.

Attachment



City of Cedar Falls
Annual Conflict of Interest/Related Party Disclosure
Elected Officials

Section 1 – Name & Ward

Name (printed) _____ Ward: _____

Section 2 – Employment and Activities

Please list any employment or activity that would conflict with your official duties and responsibilities in accordance with Code of Iowa Sections 68B.2A and 362.5. Please refer to the attached copy of the Code sections for further information.

Four horizontal lines for listing employment and activities.

[] I do NOT have any conflicting employment or activities

Section 3 – Related Party Relationships Required to be Reported

Please list any existing business relationship(s) or potential business relationship(s) with The City of Cedar Falls in which you, your spouse, or dependent children have a financial interest, ownership, or control.

Table with 3 columns: Business Name, Relationship, Percentage of Ownership. Includes four horizontal lines for data entry.

[] I do NOT have any related party relationships

Section 4 – Real Estate

Please list all properties within Cedar Falls that generated income in excess of \$1000 for the covered year, the type of real estate (e.g. agricultural, commercial, residential), and the source of the income (e.g. rent, sale, mortgage). Please attach additional sheets as needed.

Property Real Estate Type Source of Income

Property Real Estate Type Source of Income

Property Real Estate Type Source of Income

Property Real Estate Type Source of Income

I do NOT have any income generating properties

Section 5 – Participation in Boards and/or Commissions

Please list any boards and/or commissions on which you serve and the position you hold.

Board/Commission Name Position Held

Board/Commission Name Position Held

Board/Commission Name Position Held

I do NOT serve on a board and/or commission

I acknowledge my obligation to avoid conflicts of interest and to refer questions and concerns about potential conflicts to the City Administrator and the City Attorney.

I acknowledge that by signing this document, I certify that the above disclosure information is complete and accurate and that I have not made any attempt to conceal information.

Elected Official Signature

Date

68B.2A Conflicts of interest outside employment and activities.

Item 2.

1. Any person who serves or is employed by the state or a political subdivision of the state shall not engage in any outside employment or activity which is in conflict with the person's official duties and responsibilities. In determining whether particular outside employment or activity creates an unacceptable conflict of interest, situations in which an unacceptable conflict shall be deemed to exist shall include, but not to be limited to, any of the following:

a. The outside employment or activity involves the use of the state's or the political subdivision's time, facilities, equipment, and supplies or the use of the state or political subdivision badge, uniform, business card, or other evidences of office or employment to give the person or member of the person's immediate family an advantage or pecuniary benefit that is not available to other similarly situated members or classes of members of the general public. This paragraph does not apply to off-duty peace officers who provide private duty security or fire fighters or emergency medical care providers certified under chapter 147A who provide private duty fire safety or emergency medical services while carrying their badge or wearing their official uniform, provided that the person has secured the prior approval of the agency or political subdivision in which the person is regularly employed to engage in the activity. For purposes of this subsection, a person is not "similarly situated" merely by being or being related to a person who serves or is employed by the state or a political subdivision of the state.

b. The outside employment or activity involves the receipt of, promise of, or acceptance of money or other consideration by the person, or a member of the person's immediate family, from anyone other than the state or the political subdivision for the performance of any act that the person would be required or expected to perform as a part of the person's regular duties or during the hours during which the person performs service or work for the state or political subdivision of the state.

c. The outside employment or activity is subject to the official control, inspection, review, audit, or enforcement authority of the person, during the performance of the person's duties of office or employment.

362.5 Interest in public contract prohibited - exceptions.

When used in this section, "*contract*" means any claim, account, or demand against or agreement with a city, express or implied.

A city officer or employee shall not have an interest, direct or indirect, in any contract or job of work or material or the profits thereof or services to be furnished or performed for the officer's or employee's city. A contract entered into in violation of this section is void. The provisions of this section do not apply to:

1. The payment of lawful compensation of a city officer or employee holding more than one city office or position, the holding of which is not incompatible with another public office or is not prohibited by law.
2. The designation of a bank or trust company as a depository, paying agent, or for investment of funds.
3. An employee of a bank or trust company, who serves as treasurer of a city.
4. Contracts made by a city, upon competitive bid in writing, publicly invited and opened.
5. Contracts in which a city officer or employee has an interest solely by reason of employment, or a stock interest of the kind described in subsection 9, or both, if the contracts are made by competitive bid in writing, publicly invited and opened, or if the remuneration of employment will not be directly affected as a result of the contract and the duties of employment do not directly involve the procurement or preparation of any part of the contract. The competitive bid qualification of this subsection does not apply to a contract for professional services not customarily awarded by competitive bid.
6. The designation of an official newspaper.
7. A contract in which a city officer or employee has an interest if the contract was made before the time the officer or employee was elected or appointed, but the contract may not be renewed.
8. Contracts with volunteer fire fighters or civil defense volunteers.
9. A contract with a corporation in which a city officer or employee has an interest by reason of stockholdings when less than five percent of the outstanding stock of the corporation is owned or controlled directly or indirectly by the officer or employee or the spouse or immediate family of such officer or employee.
10. Contracts not otherwise permitted by this section, for the purchase of goods or services by a city having a population of more than two thousand five hundred, which benefit a city officer or employee, if the purchases benefiting that officer or employee do not exceed a cumulative total purchase price of one thousand five hundred dollars in a fiscal year.
11. Contracts not otherwise permitted by this section for the purchase of goods or services by a city having a population of two thousand five hundred or less, which benefit a city officer or employee, if the purchases benefiting that officer or employee do not exceed a cumulative total purchase price of two thousand five hundred dollars in a fiscal year.
12. Franchise agreements between a city and a utility and contracts entered into by a city for the provision of essential city utility services.
13. A contract that is a bond, note, or other obligation of the city and the contract is not acquired directly from the city, but is acquired in a transaction with a third party who may or may not be the original underwriter, purchaser, or obligee of the contract.