



AGENDA
CITY OF CEDAR FALLS, IOWA
COMMITTEE OF THE WHOLE MEETING
MONDAY, OCTOBER 07, 2024
5:50 PM AT CITY HALL, 220 CLAY STREET

Call to Order

Roll Call

1. Animal Control Task Force Update.
(25 Minutes, Police Chief Mark Howard)

2. Big Woods Campground Expansion.
(30 Minutes, Operations & Maintenance Division Manager Brian Heath)

Adjournment



DEPARTMENT OF PUBLIC SAFETY SERVICES

POLICE OPERATIONS
CITY OF CEDAR FALLS
4600 SOUTH MAIN STREET
CEDAR FALLS, IOWA 50613

319-273-8612

MEMORANDUM

To: Mayor Danny Laudick and City Council
From: Mark Howard, Assistant Public Safety Director / Chief of Police
Date: Sept. 30th, 2024
Re: **Animal Control/Wellness Proposal**

Following the work completed in the Animal Control Task Force, attached is the proposal I will be presenting on Monday October 7th.

Respectfully,

Mark Howard

Chief of Police

Public Safety Animal Welfare and Control Specialist Proposal:

The following is a proposal to create an animal wellness and control unit within the Public Safety Department:

1. Reduce Community Service Officer staffing from 8 to 6 (Not to happen immediately, sometime in future)
2. Change part time Office Assistant to full time (Not to happen immediately, sometime in future)
 - a. \$18.91 Hr
 - b. This would eliminate CSO hours during daytime Mondays – Fridays
3. Create 2 Animal Wellness/Control Specialist “part time” positions:
 - a. Supervised by Admin Captain/ Lt. Krueger (Fire Inspector)
 - b. 10A to 6P. (1 working at a time throughout week, assisted by patrol officers when needed) Scheduled through Admin Captain
 - i. Approximately 60% of animal calls occur during 10A-6P. Approximately 20% between 3A- 10A, and approximately 20% between 6P – 3A.
 - c. Specialized training from NACA (National Animal Control Association)/ liaisons to Cedar Bend Humane Society
 - i. Animal Control Officer I
 - ii. Animal Control Officer II
 - d. Utilize City vehicle from current fleet (Ford Ranger/Topper)
 - i. Trade/Swop Small Honda CRV (Ex Mayor car)
 - e. Assist with Fire Inspections and Possibly Code Enforcement when not handling animal calls.
 - f. Public Safety has already purchased necessary AC equipment
 - i. Kennel \$940
 - ii. 4 Catch Poles \$511
 - iii. Chip Reader: \$375
 - iv. 2 Pair Safety Bite Resistant Gloves \$125
 - v. Cat Small top load crates \$54
 - vi. Small Animal Catch baskets (Back order)
 - vii. Vehicle disinfectant cleaner \$48
 - viii. Safety Leash/leads \$106
4. Estimated Costs:
 - a. Office Assistant to Full time
 - i. Current PT Rate + Benefits: \$33,390.00
 - ii. New Rate at FT + Benefits: \$52,089.00
 1. Cost Increase: New – Current = **\$18,699.00**
 - b. 2 AC Specialist
 - i. (X2) Starting Rate \$20.615 hourly + Benefits = \$36,359.85 x 2 = **\$72,719.**

- ii. (X2) Starting Rate \$25.00 hourly + Benefits = \$44, 093 x 2 = **\$88,186**
 - iii. (X2) CSO Average Rate \$15.00 Hr 0 benefits) = \$22,620 x 2 = \$45,24
 - c. Subtract Redemption of animal collection: ? (58 animals redeemed in 2023: 58x50. = \$2,900.)
- 5. **2023:**
 - a. Total Wtloo AC & CBHS
 - i. \$53,543 CBHS (Fiscal Year July 22 to Jun 23)
 - ii. \$82,457 Wtloo Animal Control (Fiscal Year July 22 to Jun 23)
 - iii. Total: \$136,000 (-\$72,719 or - \$88,186 Animal Wellness/Control positions + Yealy CBHS Costs \$45,000 Average)



Big Woods Lake Campground Expansion Project

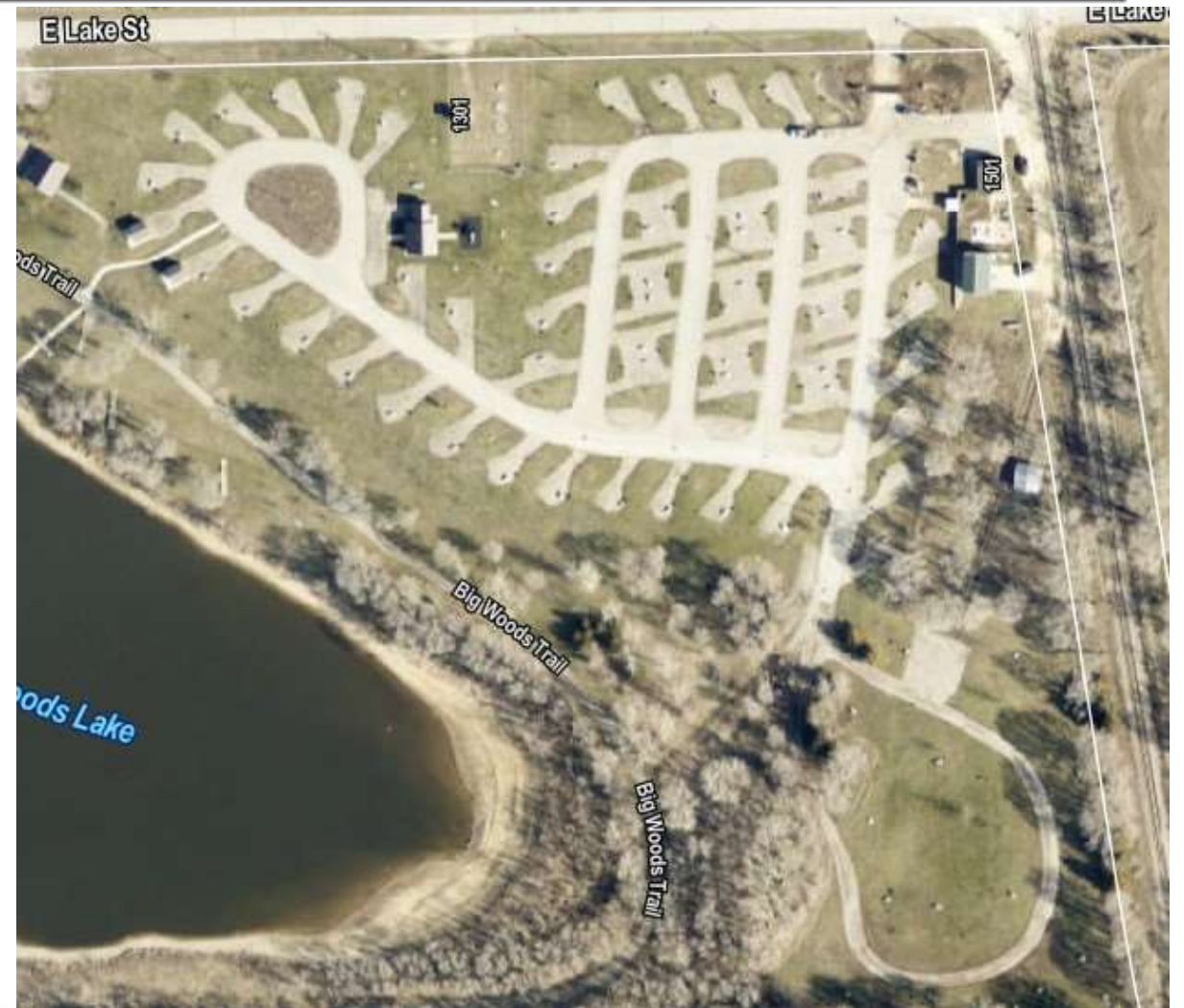


Big Woods Lake Campground

Item 2.

Campground History

The Big Woods Campground was created as a 28E partnership between the City of Cedar Falls and Black Hawk County Conservation. The original campground opened in 2009 with 55 full hook up sites. A permanent cabin and two smaller portable cabins have since been added.



Big Woods Lake Campground

Project Overview

- Addition of 23 sites to include 30 amp electric and water connections.
- Construction of new shower and restroom facility.
- Timber stand improvement around the proposed site that will include removal of noxious weeds and invasive undergrowth.

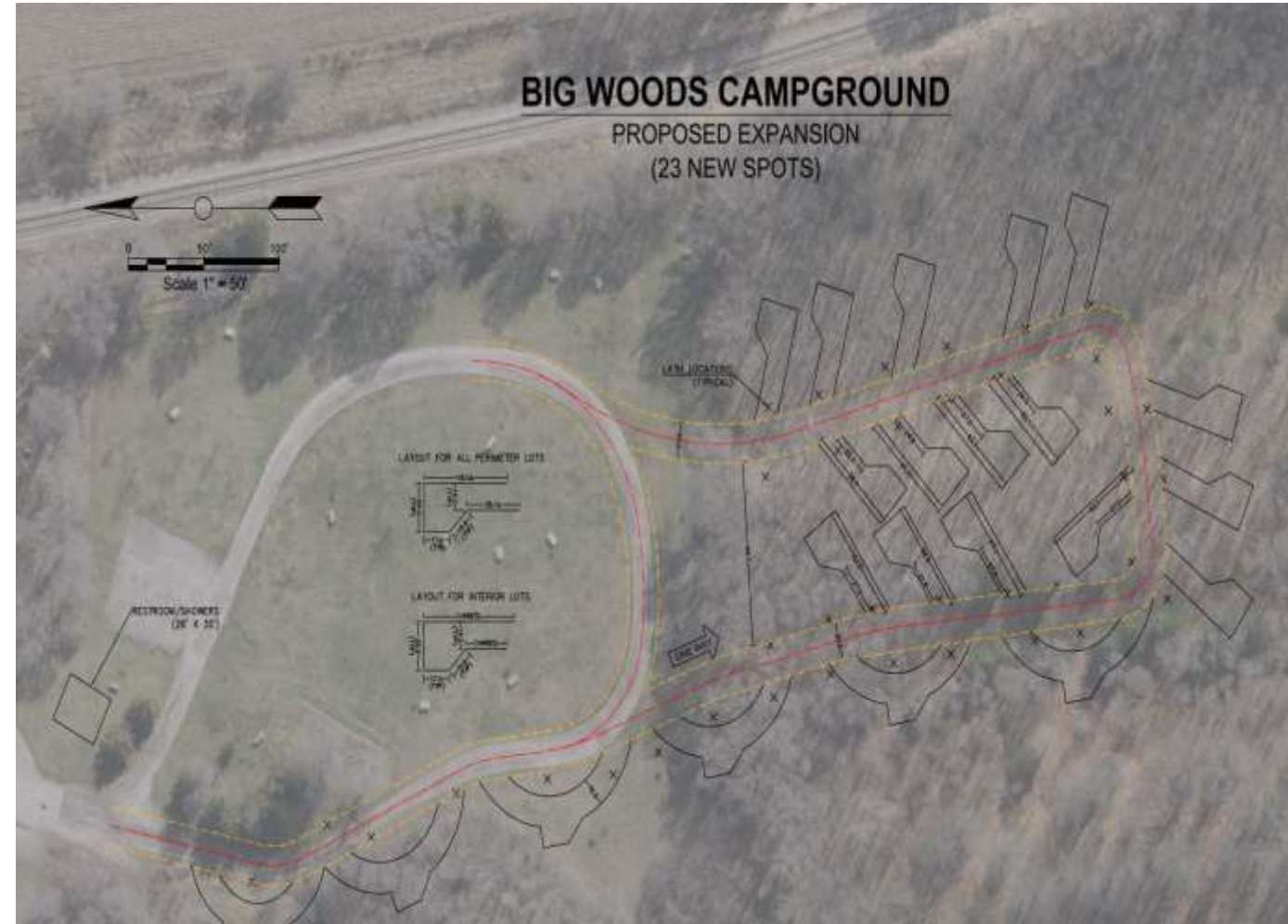


Big Woods Lake Campground Expansion

Item 2.

Project Location Benefits

- Expansion in proposed location will not require additional staff to manage campground operations.
- Campsite location will not impact pine forest or recreation trail.
- Cleanup of invasive vegetation will provide healthier native plant and tree growth.



Big Woods Lake Campground Expansion

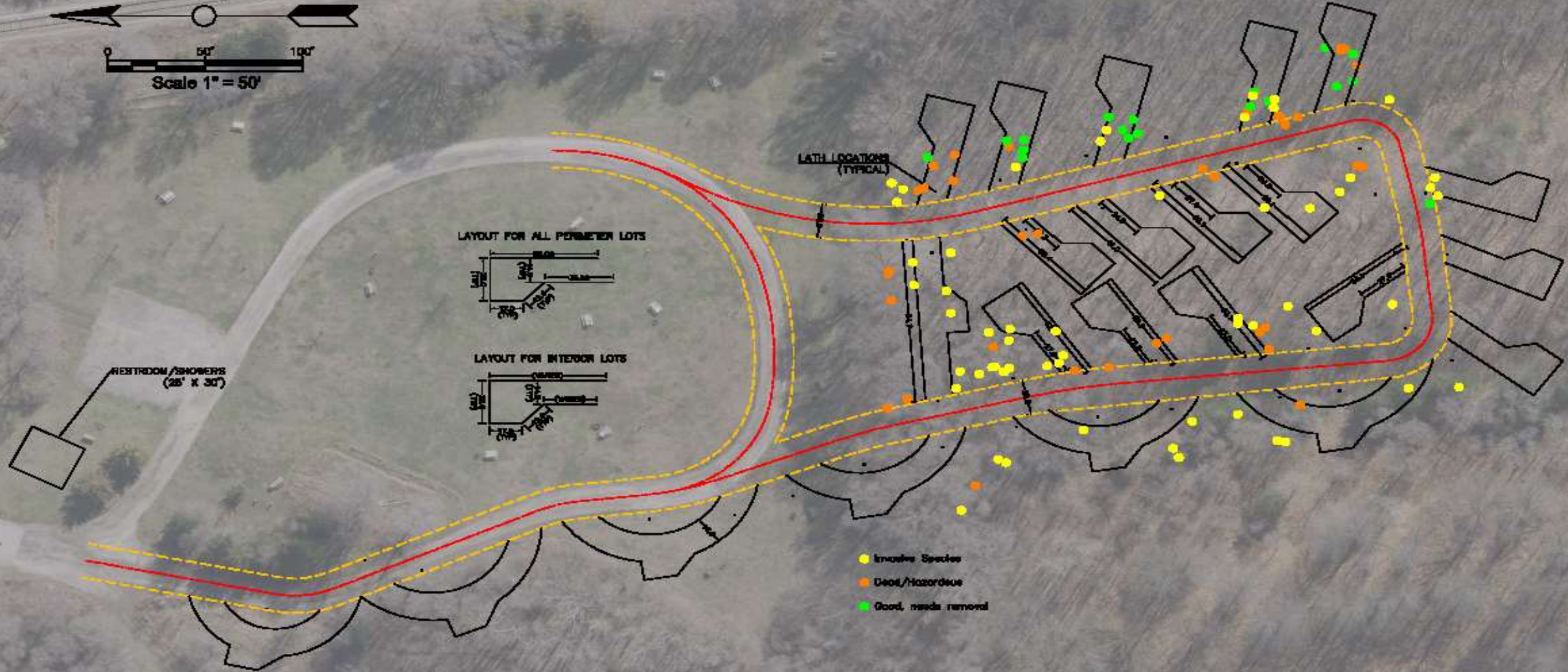
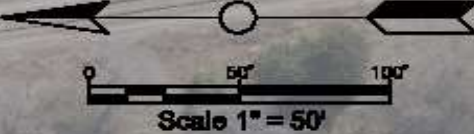
Item 2.

Project Approach

- Low impact construction
- Removal of noxious weeds, invasive trees and undergrowth
- Removal of unhealthy/hazardous trees
- Removal of select hardwood trees for site development
 - Custom site design and clearing
- Narrow cut trenching of utilities (joint trench where applicable)
- Use of recycled asphalt material for road construction

BIG WOODS CAMPGROUND

PROPOSED EXPANSION (23 NEW SPOTS)



Big Woods Lake Campground Expansion

Preliminary Cost Estimates

• Electric and water utilities	\$98,500
• Restroom/Shower Facility	\$95,000
• Roadway construction	\$ 5,000
• Expansion area memorial sign	\$15,000
• <u>Picnic tables/fire rings/misc.</u>	<u>\$22,500</u>
 Total	 \$236,000

Big Woods Lake Campground Expansion

Item 2.

Proposed Funding Source CIP Item #152

- City of Cedar Falls \$50,000.00
- Black Hawk County Conservation \$50,000.00
- Private donation; minimum of \$50,000.00
- REAP Grant - (Maximum of \$150,000.00 for CF)

Big Woods Lake Campground Expansion

Item 2.

Project Timeline

- July 30 - Public Information meeting held on location
 - Approximately 35 attendees
 - Mostly positive comments
 - Three recorded comments that were not in favor
- September 5 - Approved by City/County 28E Board
 - Unanimous approval
- September 12 – Approved by Cedar Falls Park and Recreation Commission
 - One descending vote
 - Notes indicate the desire to not impact the pine trees
- October 7th – City Council
 - Seek approval to begin process of securing additional funding sources

Big Woods Lake Campground Expansion

Item 2.

Project Timeline (cont.)

- Finalize cost estimates, prepare and submit Resource Enhancement and Protection grant application - 2025
- Begin construction once funding is secured - 2026

Big Woods Campground Expansion Project

Item 2.

Recommendation

- Seeking council authorization to move forward with project development and to apply for additional funding.

Big Woods Campground Expansion Project

Item 2.



Questions & Comments



