

MEETING OF STANDING COMMITTEES

City Hall, 220 Clay Street

July 17, 2023

The meeting of Standing Committees met at City Hall at 5:15 p.m. on July 17, 2023, with the following Committee persons in attendance: Councilmembers Susan deBuhr, Kelly Dunn, Simon Harding, Daryl Kruse, Dustin Ganfield, Gil Schultz, and Dave Sires. Staff members from all City Departments and members of the community attended in person.

Finance and Business Operations Committee:

Chair Dunn called the meeting to order and introduced the first item on the Finance & Business Operations Committee Agenda, Grow Cedar Valley Update and introduced Mike Mallaro, Chair of the Grow Cedar Valley Board. Mr. Mallaro gave a brief overview of Grow Cedar Valley and introduced Lisa Skubal, Vice President of Economic Development. Ms. Skubal gave an overview of current and new projects and leads, meetings, and outreaches; she introduced Stephanie Detweiler, Director of Workforce and Talent. Ms. Detweiler gave an overview of surveys conducted, future surveys, and use of the data collected; she introduced Nicole Sallis, Director of Communications. Ms. Sallis gave an overview of the "Live the Valley" campaign and the Livability magazine for 2024; she introduced Cary Darrah, CEO. Ms. Darrah talked about the marketing messages to the community and the Destination Iowa project.

Finance and Business Operations Committee:

Chair Dunn called the meeting to order and introduced the second item on the Finance & Business Operations Committee Agenda, Parking Permits for Downtown Residents and introduced Parking Supervisor Marcie Breitbach. Ms. Breitbach presented four options for City lot permit parking: continue the current ordinance, including 48 hour parking and towing regulations; allow a monthly resident permit, \$100/month, with a designated space for Main Street residents with proof of residency and one spot limit per address; allow a monthly resident permit, \$70/month, lot specific but no designated space, for Main Street residents with proof of residency and one spot limit per address; or continue the current \$35/month permit with option to purchase additional time beyond 48 hours for \$3/day. Ms. Breitbach stated the City recommends option four. Councilmembers and staff discussed: identification of resident vehicles, permits are tracked by license plate; number of available permits; long-term parking payment and towing during snow emergencies; clarity in ordinance wording for long-term parking; and addition of contact information to permit application. Director of Community Main Street Kim Bear read a letter submitted to Council regarding downtown parking. Councilmember Harding moved to keep current permit regulations but add the \$3/day additional longer-term parking with the clause that during the extra time purchased the vehicle cannot be towed; Councilmember Schultz seconded. Councilmembers discussed current number of permits and inclusion of additional information on the City website. There being no public comment, Chair Dunn called for a voice vote. Aye: Schultz, Kruse, Harding, Ganfield, Sires, and Dunn. Nay: deBuhr. Motion carried.

Finance and Business Operations Committee:

Chair Dunn called the meeting to order and introduced the third item on the Finance & Business Operations Committee Agenda, City Council E-Mails on City Website and introduced Information Services Manager Julie Sorensen. Ms. Sorensen reviewed past policy for use of external e-mail address and the February change to City e-mail addresses for Council after consultant review and recommendations to meet cybersecurity insurance, retention, and FOIA record request requirements. Ms. Sorensen recommended continued use of City e-mail addresses. Councilmembers and staff discussed: cybersecurity risks of e-mail forwarded from shared Council inbox to external e-mail; responsibility of City for City e-mail and Councilmember for external e-mail for retention and disclosure of e-mails for FOIA record requests; e-mail notifications; risks to cybersecurity and cybersecurity insurance requirements for use of external e-mail. Councilmember Kruse moved to keep personal e-mail if that's Councilmember's choice, with clause that if it affects use of shared inbox to discontinue use; Councilmember Ganfield seconded. There being no public comment and no further Council discussion, Chair Dunn called for a voice vote. Aye: deBuhr, Kruse, Ganfield, and Sires; Nay: Schultz, Harding, and Dunn. Motion carried. City Administrator

Ron Gaines stated this does not require Council action but will be the practice moving forward. Ms. Sorensen stated she will update the website with Councilmembers' preferred e-mail addresses and provide a letter stating the responsibility of Councilmembers who choose to utilize an external e-mail regarding cybersecurity, retention, and FOIA record requests.

Public Works Committee:

Chair Schultz called the meeting to order and introduced the only item on the Public Works Committee Agenda, Request for 4-Way Stop at the Lone Tree Road and Center Street Intersection and introduced City Engineer David Wicke. Mr. Wicke provided the criteria for an all-way stop and if they were met: use as an interim measure for a traffic signal, not met; crash data supports use, not met; and minimum volumes, number of vehicles and speed, not met. He stated stop signs are not a traffic calming tool. Mr. Wicke stated the City recommends installation of an "Intersection Ahead" sign on Center Street and addition of a "Cross Traffic Does Not Stop" sign on currently installed Lone Tree Road stop signs. Councilmembers and staff discussed: use of the Manual on Uniform Traffic Control Devices (MUTCD); liability to the City; and previous speed study. Chair Schultz stated Council had received petitions for the four-way stop from the public, asked for public comment. Steve Smith, Cedar Falls; Jim Newcomb, Cedar Falls; Mark Sharp, Cedar Falls; Amy Jardon, Cedar Falls; and Mark Suchy, Cedar Falls: spoke in favor of the four-way stop and expressed concern for pedestrian/bike traffic and the school crossing. Councilmembers discussed: conducting a pedestrian/bike traffic study and study for installation of a Rapid Beacon. Councilmember Ganfield motioned the committee recommend to Council to add a four-way stop including painted pedestrian crossing; Councilmember Sires seconded. Chair Schultz called for a voice vote. Aye: Schultz, Kruse, Harding, Ganfield, Sires, and Dunn; Nay: deBuhr. Motion carried. City Administrator Ron Gaines stated staff will draft an ordinance to bring to Council for implementation after approval.

Meeting adjourned at 6:58 p.m.

Minutes by Katie Terhune, Administrative Assistant