



**AGENDA  
CITY OF CEDAR FALLS, IOWA  
CITY COUNCIL MEETING  
MONDAY, APRIL 06, 2020  
7:00 PM AT CITY HALL VIA VIDEOCONFERENCE**

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**To protect against the spread of the COVID-19, the meeting will be held via Videoconference. The public may access/participate in the meeting in the following ways:**

- a) By dialing the phone number +1 301 715 8592, +1 312 626 6799 or +1 253 215 8782 and when prompted, enter the meeting ID (access code) 980 661 7775.
- b) Join via smartphone or computer using this link: <https://bit.ly/cf-zoom>.
- c) View the live stream on Channel 15 YouTube using this link: <https://youtu.be/nBmV5qyPvww> (view only).
- d) 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**

#### **Roll Call**

#### **Approval of Minutes**

1. Regular Meeting of March 16, 2020.
2. Special Meeting of March 20, 2020.

#### **Agenda Revisions**

#### **Special Order of Business**

3. Public hearing on the proposed vacation and dedication of a storm sewer easement on the northeast corner of the property located at 312 West 1st Street.
  - a) Receive and file proof of publication of notice of hearing. (Notice published March 20, 2020)
  - b) Written communications filed with the City Clerk.
  - c) Staff comments.
  - d) Public comments. (Continue hearing to April 20, 2020)

#### **New Business**

**Consent Calendar:** (The following items will be acted upon by voice vote on a single motion without separate discussion, unless someone from the Council or public requests that a specific item be considered separately.)

4. Receive and file a proclamation recognizing April 19-25, 2020 as Administrative Professionals Week and April 22, 2020 as Administrative Professionals Day.
5. Receive and file the resignation of Brian Wingert as a member of the Planning & Zoning Commission.
6. Approve the recommendation of the Mayor relative to the appointment of Paul Lee to the Civil Service Commission, term ending 04/01/2024.
7. Receive and file the Committee of the Whole minutes of March 16, 2020 relative to the following items:

- a) Cedar Heights Drive Update.
- b) Bills & Payroll.

- 8. Receive and file Departmental Monthly Reports of February 2020.
- 9. Approve the request of The Space 109 for a temporary sign at 109 East 2nd Street.
- 10. Approve the application of Prime Mart, 2728 Center Street, for a cigarette/tobacco/nicotine/vapor permit.
- 11. Approve the following applications for beer permits and liquor licenses:
  - a) Godfather's Pizza, 1621 West 1st Street, Class B beer - renewal.
  - b) Jorgensen Plaza (Table 1912, Diamond Event Center and Gilmore's Pub), 5307 Caraway Lane, Class C liquor, Class B wine & outdoor service - renewal.
  - c) Luxe Nail Bar, 5907 University Avenue, Class C liquor - renewal.
  - d) Mary Lou's Bar & Grill, 2719 Center Street, Class C liquor & outdoor service - renewal.
  - e) CVS/Pharmacy, 2302 West 1st Street, Class E liquor - renewal.
  - f) Prime Mart, 2728 Center Street, Class E liquor – new.

**Resolution Calendar:** (The following items will be acted upon by roll call vote on a single motion without separate discussion, unless someone from the Council or public requests that a specific item be considered separately.)

- 12. Resolution endorsing a communication from the Black Hawk County Board of Supervisors to the Governor of Iowa relative to the issuance of a "Safe at Home" order in response to the COVID-19 pandemic.
- 13. Resolution approving and adopting a job classification for the position of Sales & Marketing Coordinator in the Visitors & Tourism Division.
- 14. Resolution approving and accepting from the Municipal Electric and Gas Utilities the permanent transfers of \$3,126,580.00 to the General Fund and \$30,000.00 to the Economic Development Fund of the City of Cedar Falls.
- 15. Resolution approving and authorizing expenditure of funds for the purchase of a water tanker/pumper apparatus.
- 16. Resolution approving and authorizing execution of a Red House Studio Lease relative to the use of 224 West Seerley Boulevard as artist studio space, in conjunction with the Hearst Center's Visiting Artist Program.
- 17. Resolution approving and accepting the contract and bond of Benton's Sand & Gravel, Inc. for the 2020 Permeable Alley Project.
- 18. Resolution approving and accepting the contract and bond of Peterson Contractors, Inc. for the 2020 Street Construction Project.
- 19. Resolution approving and authorizing execution of Supplemental Agreement No. 1 to the Professional Service Agreement with Terracon Consultants, Inc. to complete an Iowa DNR Tier 2 Report, in conjunction with the West 1st Street Reconstruction Project.
- 20. Resolution approving and authorizing execution of Supplemental Agreement No. 1 to the Professional Service Agreement with Snyder & Associates, Inc. relative to the Oak Park Blvd. Sewer Replacement.
- 21. Resolution approving and authorizing execution of a Professional Service Agreement with Robinson Engineering Company relative to the Black Hawk & Black Hawk Southwest Subwatershed Assessment Project.
- 22. Resolution certifying to the Treasurer of the State of Iowa the actual population of territory annexed to the City of Cedar Falls.

[23.](#) Resolution setting April 20, 2020 as the date of public hearing on a proposed ordinance amending the boundaries for wards and precincts within the City of Cedar Falls to incorporate recently annexed territory.

[24.](#) Resolution setting April 20, 2020 as the date of public hearing on the plans, specifications & form of contract for the Cedar Falls Recreation Center - Locker Rooms Renovation Project.

**Allow Bills and Payroll**

[25.](#) Allow Bills and Payroll of April 6, 2020.

**City Council Referrals**

**City Council Updates**

**Staff Updates**

**Public Forum.** (Speakers will have one opportunity to speak for up to 5 minutes on topics germane to City business.)

**Adjournment**

**CITY HALL  
CEDAR FALLS, IOWA, MARCH 16, 2020  
REGULAR MEETING, CITY COUNCIL  
MAYOR ROBERT M. GREEN PRESIDING**

- The City Council of the City of Cedar Falls, Iowa, met in Regular Session, pursuant to law, the rules of said Council and prior notice given each member thereof, in the City Hall at Cedar Falls, Iowa, at 7:00 P.M. on the above date. Members present: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Absent: None.
- 52720 - It was moved by Kruse and seconded by Darrah that the minutes of the Regular Meeting of March 2, 2020 be approved as presented and ordered of record. Motion carried unanimously.
- 52721 - Mayor Green announced that this was the time and place for a hearing on a proposed resolution adopting and levying the final schedule of assessments for the 2019 Sidewalk Assessment Project, Zone 2. Public Works Director Schrage provided a brief summary of the project and process.
- 52722 - It was moved by Darrah and seconded by Kruse that Resolution #21,907, adopting and levying the final schedule of assessments for the 2019 Sidewalk Assessment Project, Zone 2, be adopted. Following due consideration by the Council, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Nay: None. Motion carried. The Mayor then declared Resolution #21,907 duly passed and adopted.
- 52723 - The Mayor announced that in accordance with the public notice of March 6, 2020, this was the time and place for a public hearing on a proposal to undertake a public improvement project for the Oak Park Sanitary Sewer Repair Project. It was then moved by Darrah and seconded by Kruse that the proof of publication of notice of hearing be received and placed on file. Motion carried unanimously.
- 52724 - The Mayor then asked if there were any written communications filed to the proposed project. Upon being advised that there were no written communications on file, the Mayor then called for oral comments. Public Works Director Schrage provided a brief summary of the proposed project. Following a comment by Jim Snodgrass, 3019 Minnetonka Drive, protesting the easement price, the Mayor declared the hearing closed and passed to the next order of business.
- 52725 - It was moved by Taiber and seconded by deBuhr that Resolution #21,908, approving a public improvement for the Oak Park Sanitary Sewer Repair Project and authorizing acquisition of private property for said project, be adopted. Following questions by Councilmembers Taiber, Sires, Kruse and Harding, and Mayor Green, and responses by Public Works Director Schrage and City Attorney Rogers, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Nay: None. Motion carried. The Mayor then declared Resolution #21,908 duly passed and adopted.

52726 - It was moved by Darrah and seconded by Harding that the following items and recommendations on the Consent Calendar be received, filed and approved:

Receive and file the resignation of Carol Lilly as a member of the Parks & Recreation Commission.

Approve the following recommendations of the Mayor relative to the appointment of members to Boards and Commissions:

- a) Sue Beach, Board of Adjustment, term ending 03/31/2025.
- b) Amy Lang, Board of Adjustment, term ending 03/31/2025.

Receive and file the Committee of the Whole minutes of March 2, 2020 relative to the following items:

- a) Board of Adjustment Interview - Sue Beach.
- b) Board of Adjustment Interview - Amy Lang.
- c) Hearst Visioning Committee.
- d) Red Cedar Update.
- e) Bills & Payroll.

Receive and file the Administration Committee minutes of March 10, 2020 relative to a hearing to consider the appeal of an employee grievance denial.

Receive and file Departmental Monthly Reports of January 2020.

Approve the following applications for beer permits and liquor licenses:

- a) Barn Happy, 11310 University Avenue, Class B native wine - renewal.
- b) Social House, 2208 College Street, Class C liquor & outdoor service - renewal.
- c) The Stuffed Olive, The Roxxy and Deringer's Public Parlor 314-316 Main Street, Class C liquor & outdoor service - renewal.
- d) Voodoo Lounge, 401 Main Street, Class C liquor - renewal.
- e) Happy's Wine & Spirits, 5925 University Avenue, Class E liquor - renewal.
- f) Chad's Pizza, Birdsall Park Softball Complex, Class B beer & outdoor service - 6-month permit.
- g) Chilitos Mexican Bar and Grill, 1704 West 1st Street, Class C liquor - new.

Following a question by Councilmember Taiber and response by City Attorney Rogers, the motion carried unanimously.

52727 - It was moved by Kruse and seconded by Miller that the following resolutions be introduced and adopted:

Resolution # 21,909, approving and authorizing execution of an Agreement with INVISION Architecture, LTD for design services relative to the Recreation Center Locker Room Upgrades.

Resolution #21,910, approving and authorizing submission of the City's FY2020-2024 Public Housing Agency (PHA) Five Year Plan.

Resolution #21,911, approving and authorizing execution of a Funding Approval/Agreement with the U.S. Department of Housing and Urban Development (HUD) relative to the Community Development Block Grant

(CDBG) Program.

Resolution #21,912, approving and accepting the contract and bond of Peterson Contractors, Inc. relative to the 12th Street Reconstruction Project.

Resolution #21,913, receiving and filing the bids, and approving and accepting the low bid of Benton's Sand & Gravel, Inc., in the amount of \$208,144.62, for the 2020 Permeable Alley Project.

Resolution #21,914, receiving and filing the bids, and approving and accepting the low bid of Peterson Contractors, Inc., in the amount of \$3,385,340.30, for the 2020 Street Construction Project.

Resolution #21,915, approving and authorizing execution of a Professional Service Agreement with Shive-Hattery, Inc. relative to the Greenhill Road/South Main Street Reconstruction Project.

Resolution #21,916, approving and authorizing execution of a Temporary Construction Easement Agreement for Stairway, in conjunction with the Downtown Streetscape and Reconstruction Project.

Resolution #21,917, setting April 6, 2020 as the date of public hearing on the proposed vacation and dedication of storm sewer easement on the northeast corner of the property at 312 West 1st Street.

Following due consideration by the Council, the Mayor put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Nay: None. Motion carried. The Mayor then declared Resolutions #21,909 through #21,917 duly passed and adopted.

52728 - It was moved by Darrah and seconded by Kruse that Resolution #21,918, approving and adopting the recommendations of the Mayor's Firefighter Transition Task Force relative to a Transition Plan for the immediate implementation of the Public Safety Officer Program, approving and adopting a revised job classification for the position of Public Safety Officer, the Form and Content of a Letter of Recommendation, the Form and Content of a Resignation of Employment and Release Agreement; and authorizing the City Administrator to execute any and all such approved documents as necessary, be adopted.

City Attorney Rogers, Finance & Business Operations Director Rodenbeck, City Administrator Gaines and Fire Chief Bostwick responded to questions and comments by Councilmembers Miller, Taiber, deBuhr, Harding, and Miller, Mayor Green, Rick Sharp, 1623 Birch Street, Jennie Hansel, 219 Angie Drive, Whitney Smith, 2904 Neola Street, and Mary LeGore, 2602 Cedar Heights Drive. The Mayor then put the question on the motion and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Harding, Darrah, Taiber. Nay: Sires. Motion carried. The Mayor then declared Resolution #21,918 duly passed and adopted.

52729 - It was moved by Miller and seconded by Darrah that Resolution #21,919,

approving a revised Central Business District Overlay Zoning District site plan for development on Lot 3 of River Place 3rd Addition, be adopted.

Community Development Director Sheetz provided a brief summary of the proposed revisions. Following questions by Councilmembers Kruse, Miller, Taiber, Harding and responses by Developer Mark Kittrell, Community Development Director Sheetz, City Attorney Rogers and Councilmember Sires, it was moved by Kruse and seconded by deBuhr to add a sixth condition of a human/pet drinking fountain to the project.

It was then moved by Taiber and seconded by Harding to rescind the previous motion and amend the original motion to include a reasonable and best effort to include a water fountain for use. The motion to amend carried unanimously.

Following comments by Ty Kimble, 2204 Valley Park Drive, and Whitney Smith, 2904 Neola Street, the Mayor then put the question on the original motion, as amended, and upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Nay: None. Motion carried. The Mayor then declared Resolution #21,919 duly passed and adopted.

52730 - It was moved by Kruse and seconded by Taiber that the bills and payroll of March 16, 2020 be allowed as presented, and that the Controller/City Treasurer be authorized to issue City checks in the proper amounts and on the proper funds in payment of the same. Upon call of the roll, the following named Councilmembers voted. Aye: Miller, deBuhr, Kruse, Blanford, Darrah, Wieland, Green. Nay: None. Motion carried.

52731 - Councilmember Miller responded to recent social media posts.

Finance and Business Operations Director Rodenbeck responded to a question by Councilmember Kruse regarding upcoming bond sales and the ability for the City to refinance existing bonds.

52732 - City Administrator Gaines provided an update on efforts being taken by the City to protect employees and citizens during the COVID-19 pandemic, and responded to questions by Councilmembers Kruse and Taiber regarding changes in scheduled meetings.

Mayor Green announced that the March 24<sup>th</sup> Cedar Falls Special Election was being postponed to March 31<sup>st</sup>, and encouraged participation by absentee ballot.

52733 - The City Council adjourned to Executive Session at 8:32 P.M.

Mayor Green reconvened the City Council meeting at 8:51 P.M. and stated that Property Acquisition had been discussed but that no further action was required at this time.

52734 - Attorney Eashaan Vajpeyi, 3831 Convair Lane, commented on a perceived conflict of interest with a Planning and Zoning committee member regarding recent revisions to College Hill zoning, and he requested that the City implement a system to check for potential conflicts.

Jeremy Sulentic, 1008 Rocklyn Street, commented on council meetings being held without public access and read a section of the Iowa Code regarding removal of elected officials.

52735 - It was moved by Darrah and seconded by Taiber that the meeting be adjourned at 8:52 P.M. Motion carried unanimously.

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Jacqueline Danielsen, MMC, City Clerk



**CITY HALL  
CEDAR FALLS, IOWA, MARCH 20, 2020  
SPECIAL MEETING, CITY COUNCIL  
MAYOR ROBERT M. GREEN PRESIDING**

The City Council of the City of Cedar Falls, Iowa, met in Special Session, pursuant to law, the rules of said Council and prior notice given each member thereof, at 4:00 P.M. on the above date. The Mayor opened the meeting from City Hall and announced that the meeting was an electronic meeting being conducted in conformance with the Governor's Proclamation of Disaster Emergency dated March 19, 2020. Due to the COVID-19 pandemic, an in-person meeting was impractical and notice of the meeting was posted approximately 23 hours in advance of the meeting. Members present: Miller, deBuhr, Kruse, Harding, Darrah, Sires, Taiber. Absent: None.

- 52736 - It was moved by Harding and seconded by Sires that a resolution modifying enforcement of parking ordinances be adopted. Following comments by Mayor Green, Councilmembers Taiber, Miller, Kruse, Sires, Harding and Darrah, Community Main Street Acting Director Kim Bear, and College Hill Partnership Executive Director Kathryn Sogard, and responses by City Administrator Gaines and City Attorney Rogers, Councilmember Harding withdrew the motion. City Administrator Gaines will prepare a memorandum outlining relaxed parking enforcement that is agreeable to Community Main Street and College Hill Partnership, to be presented to the City Council for their consent.
- 52737 - It was then moved by Harding and seconded by Darrah to refer to the Committee of the Whole use of emergency funds for local stimulus. Following questions and comments by Councilmembers Taiber, Harding, Kruse, Darrah, Miller and Sires, and responses by City Administrator Gaines, Councilmember Harding withdrew the motion. City Administrator Gaines will provide updates on community needs stemming from the pandemic as Staff Updates during future City Council meetings.
- 52738 - Mayor Green introduced Black Hawk County Health Department Director Dr. Nafissa Cisse Egbuonye, who commented on the COVID-19 pandemic and provided an update from the County.

City Administrator Gaines provided an update on city operations during the pandemic and responded to a question by Councilmember Harding regarding public participation for the April 6, 2020 City Council meeting.

Councilmember Kruse announced that the Iowa Secretary of State postponed the Special Election to July 7, 2020.

- 52739 - It was moved by Taiber and seconded by Miller that the meeting be adjourned at 5:19 P.M. Motion carried unanimously.

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Jacqueline Danielsen, MMC, City Clerk



## DEPARTMENT OF COMMUNITY DEVELOPMENT

**PLANNING & COMMUNITY SERVICES**  
 220 CLAY STREET  
 PH: 319-273-8606  
 FAX: 319-273-8610

**INSPECTION SERVICES**  
 220 CLAY STREET  
 PH: 319-268-5161  
 FAX: 319-268-5197

**RECREATION & COMMUNITY PROGRAMS**  
 110 E. 13<sup>TH</sup> STREET  
 PH: 319-273-8636  
 FAX: 319-273-8656

**VISITORS & TOURISM/  
 CULTURAL PROGRAMS**  
 6510 HUDSON ROAD  
 PH: 319-268-4266  
 FAX: 319-277-9707

### MEMORANDUM

**TO:** Honorable Robert M. Green, Mayor, and City Council  
**FROM:** Karen Howard, Planning & Community Services Manager  
**DATE:** April 2, 2020  
**SUBJECT:** Public Hearing - Community Bank and Trust Easement Vacation

**REQUEST:** Request to vacate and dedicate a storm sewer easement (Case #VAC19-004)

**PETITIONER:** Community Bank and Trust, VJ Engineering

**LOCATION:** 19.2' by 21.9' storm sewer easement located at the northeast corner of the property at 312 W. 1<sup>st</sup> Street

#### PROPOSAL

This request is to vacate a portion of a 19.2' by 21.9' storm sewer easement located at the northeast corner of the property at 312 W. 1<sup>st</sup> Street. This easement area is approximately 420.5 square feet. It is proposed to retain a 50 square foot area off the northeast corner and vacate the remaining 370.5 square feet for the construction of a new bank facility.

#### STAFF RECOMMENDATION TO CONTINUE THE PUBLIC HEARING

Due to cancellation of the March 25 Planning and Zoning Commission meeting due to precautions taken to prevent the spread of the COVID-19 virus, the Commission has not yet made a recommendation on this matter. The Commission is scheduled to discuss and make a recommendation on this matter at their meeting on April 8, 2020. Since the public hearing date had already been set by the Council for the April 6 meeting, Community Development staff recommends that the Council open the public hearing on April 6<sup>th</sup> and make a motion to continue the hearing until the April 20 Council meeting, at which time the Council will have received a recommendation from the Planning & Zoning Commission.



MAYOR ROBERT M. GREEN  
CITY OF CEDAR FALLS, IOWA  
220 CLAY STREET  
CEDAR FALLS, IOWA 50613  
319-273-8600  
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**ADMINISTRATIVE PROFESSIONALS WEEK  
and ADMINISTRATIVE PROFESSIONALS DAY**  
APRIL 19-25, 2020 / APRIL 22, 2020

**WHEREAS**, Administrative Professionals coordinate the office operations of businesses, government, educational institutions, and other organizations; and

**WHEREAS**, the work of Administrative Professionals today requires advanced knowledge and expertise in communications, software, technology, project management, organization, customer service, and office management; and

**WHEREAS**, Administrative Professionals Week is observed annually in workplaces around the world to recognize the critical work of administrative staff; and

**WHEREAS**, the City of Cedar Falls recognizes and appreciates the vital work carried out by the City's dedicated administrative support team; and

**WHEREAS**, many of the projects and services provided by the City could not be successful without the support of administrative staff; and

**WHEREAS**, these administrative support staff members have different titles, yet all have irreplaceable roles in the City of Cedar Falls organization;

**NOW, THEREFORE**, I, Robert M. Green, Mayor of the City of Cedar Falls, do hereby proclaim April 19-25, 2020 as Administrative Professionals Week and April 22, 2020 as Administrative Professionals Day in Cedar Falls, and I do hereby urge all businesses and organizations in Cedar Falls to celebrate the administrative support staff who ensure their organizational success.

Signed this 2nd day of April 2020.

  
\_\_\_\_\_  
Mayor Robert M. Green



On Mar 29, 2020

To whom it may concern,

I came into this volunteer position without a political mindset, but to assist the city Cedar Falls with its vision and implementation of how to grow. I believe with a community of this size that taking smart growth when you can get it is appropriate. We must build for tomorrow's generation, today. They will be the tenants and consumers for the next 30 years. That generation wants density. They want walkable neighborhoods. The demand for personal vehicles is declining, so I believe it's ok to develop on behalf of consumer demand and not vehicle spacing. My beliefs and vision for my hometown, not my relationships, drove every single vote that I submitted.

Because of adjacent property owner's concern over new competition, my vote on one certain project became controversial. In my honest opinion, this project is critical for UNI more than the city. We are in constant competition with Iowa and Iowa State for students. If you've been to either of those campus areas, you know that UNI's, close to campus options are not up to par with the options available to students at those other institutions. We need to compete and win-over more students to help our University thrive once again.

For almost two years now, this group of opposition has had an attorney fighting this project. At the last city council meeting, I was asked by this attorney to resign for my "controversial" vote in his opinion. The Controversy being my business relationship with the developer. There was no legal wrongdoing. I will not benefit one bit from this project directly or indirectly. I voted alongside my vision for this city, which I will call home for the rest of my life!

With that being said, I am writing this letter to resign from my position on the Planning and Zoning Commission. When people are hired to discount my integrity and potentially impact my family and business, it's time to step away. It's unfortunate that some in this community would be so selfish to ensure that their profits come before the well being of our community and University.

I made several difficult votes in my years. They were for, and against, friends, business competition and neighbors. Because in a town of this size, it's impossible to avoid every perceived conflict. My vision and beliefs of what Cedar Falls could be led me to every vote that was counted.

Respectfully,

Brian Wingert

Brian Wingert  
Broker, Owner  
Structure Real Estate  
2021 Main St, Suite A  
Cedar Falls, IA 50613  
319.404.4884  
[Brian@Brianwingert.com](mailto:Brian@Brianwingert.com)



**MAYOR ROBERT M. GREEN**

**CITY OF CEDAR FALLS, IOWA**

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Item 6.

**TO:** City Council  
**FROM:** Mayor Robert M. Green *Robert Green*  
**DATE:** March 6, 2020  
**SUBJECT:** Re-appointment of Mr. Paul Lee as Civil Service Commissioner  
**REF:** Code of Ordinances, City of Cedar Falls §2-306: Civil Service Commission

1. In accordance with reference (a), I am recommending that Mr. Paul Lee be re-appointed to the Civil Service Commission for a term of four years, to end on April 1, 2024.
2. In my discussions with Mr. Lee, I believe that he exemplifies the critical thinking, sound judgment, and independence needed for effective service as a Civil Service Commissioner.

#

## COMMITTEE OF THE WHOLE

City Hall – Council Chambers

March 16, 2020

The Committee of the Whole met in the Council Chambers at 6:15 p.m. on March 16, 2020, with the following Committee persons in attendance: Mayor Robert M. Green, Frank Darrah, Susan deBuhr, Simon Harding, Daryl Kruse, Mark Miller, Dave Sires, and Nick Taiber. Staff members attended from all City Departments. Andrew Wind with the *Waterloo Courier*, Wade Greiman with Snyder & Associates, as well as members of the community were in attendance.

Mayor Green called the meeting to order and introduced the first item on the agenda, Cedar Heights Drive Update. City Engineer, David Wicke introduced Wade Greiman with Snyder & Associates. Mr. Greiman went through the background, the budget, the public feedback, and the schedule of work for the Cedar Heights Drive reconstruction project. Council members had questions regarding Bicycle & Pedestrian accommodations, cost differences on different land configurations, and cost differences comparing round-a-bouts to traffic signals at the Cedar Heights and Greenhill intersection. Mr. Greiman was able to answer these questions. Frank Darrah moved to continue with final design and the letting for the project as proposed. Daryl Kruse seconded the motion. The motion carried unanimously.

There being no discussion, Mayor Green moved to the final item on the agenda, bills and payroll. Daryl Kruse moved to approve the bills and payroll as presented, and Mark Miller seconded the motion. The motion carried unanimously.

There being no further discussion, Mayor Green adjourned the meeting at 6:32 p.m.

Minutes by Jennifer Rodenbeck, Director of Finance & Business Operations



**ROBERT M. GREEN**

**CITY OF CEDAR FALLS, IOWA  
220 CLAY STREET  
CEDAR FALLS, IOWA 50613  
319-273-8600  
FAX 319-268-5126**

**MEMORANDUM**  
Office of the Mayor

**FROM:** Mayor Robert M. Green  
**TO:** City Council  
**DATE:** March 24, 2020  
**SUBJECT:** Departmental Monthly Reports Submission – February 2020  
**REF:** (a) Code of Ordinances, City of Cedar Falls, Iowa §2-187(b)7

1. As required by reference (a), I have reviewed the activities of the City’s departments for the month of February and am providing them to the City Council as enclosure (1).
2. At the bottom of page 32 of the reports, Cultural Programs Supervisor Heather Skeens mentions that she, Kelly Stern and I are working to revitalize our ‘sister city’ program with Laibin, China. This effort has been put on hold for the COVID-19 pandemic. Once it passes, we will also look for opportunities to partner with other cities to increase the global awareness of Cedar Falls and our connectivity with other cultures.
3. Please contact the City Administrator, Ron Gaines, or me with any questions you have about this report.

#

Encl: (1) City of Cedar Falls Departmental Monthly Reports, February 2020

# CITY OF CEDAR FALLS

## DEPARTMENTAL MONTHLY REPORTS



February 2020



**FEBRUARY 2020 MONTHLY REPORTS**  
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**FINANCIAL SERVICES  
FEBRUARY 2020**

**Financial Reports**

Reviewed the bi-weekly City Council audit lists and monthly revenue and expenditure guidelines for transactions completed. The monthly revenue and expenditure guidelines were distributed to Council members and all department directors.

**Cash Management**

Property tax related revenues received to date in FY20 are monitored monthly. The daily cash balances and budget to actual revenues and expenditures for all funds for FY20 were monitored during the month. The revenue and expenditure activity for the Capital Projects Fund was also monitored during the month.

**Treasury**

Financial Services is responsible for maintaining accounting and cashflow as it relates to the city treasury, monitoring securities held by the City and investing idle cash to provide safe investments while maximizing interest earnings. Currently, the City has \$96,433,500 invested in CD's and \$5,300,000 in a liquid money market.

<u>Investments</u>	<u>Transactions</u>	<u>Amount</u>
CD's Matured	0	\$0
CD's Purchased	0	\$0
PFMM Deposit	0	\$0
PFMM Withdrawal	0	\$0
CD/Investment Interest		\$4,273.94

**FY21 Budget**

The proposed budget was presented to Council at the February 3<sup>rd</sup> Council Committee meeting. The maximum levy was approved by the City Council on February 3<sup>rd</sup> and the public hearing to approve the budget was held on February 17<sup>th</sup>. The final FY2021-2023 Financial Plan was approved by the City Council and the required state budget forms were filed with Black Hawk County and the Department of Management.

Outside agencies that were funded in the budget, were notified of their award amounts. FY21 contracts for the funding will be presented to Council over the next few months.

### **Inventory**

The process for updating Inventory for all departments has started. On-site inventory checks with all departments will be performed in March and April.

### **Federal Grant Programs**

We continued to monitor all federal grant accounts to ensure compliance with federal regulations. The monthly Electronic Data Collection for Section 8 Housing Voucher Program was filed timely as required by HUD.

### **Miscellaneous Financial Activities**

1. We continued to monitor the grant accounts for all departments to ensure that expenditures do not exceed revenues for each grant.
2. The Special Assessment Receivables were updated.
3. The semi-monthly sales tax reports were filed in a timely manner.
4. All payroll reports were filed as required by the various oversight units, such as the IRS, Social Security Administration, IPERS and the State of Iowa. For February, 39 payroll checks and 723 direct deposits were processed.
5. Capital asset additions were monitored during the month.
6. Accounts receivable were processed and 215 invoices were mailed to customers.
7. 1,482 transactions for accounts payable were processed and approved by the City Council for payment and 491 checks were mailed out to vendors.
8. Continued to provide bookkeeping support to the Cedar Falls Community Foundation. Bergan, KDV permed an audit of the Foundation during February remotely.
9. Continued to provide bookkeeping support for Sturgis Falls.

### **Benefit & Compensation Activities**

1. FY19 health and pharmacy claims and stop loss premiums were used to complete the City's annually required report for the Iowa Individual Reinsurance Association due in March.
2. The challenge ended and winners for the "Declutter Your Life" challenge were selected at the Wellness Committee's February 27<sup>th</sup> meeting from 77 people who completed the challenge. Gift card prizes will be distributed in March. Also at the meeting, Amanda Dorr, from Wellmark introduced and answered questions regarding the fourth and final challenge coming up called "The Invitational."

3. Informational form was completed regarding the City's various group benefits in order for attorney Susan Freed to draft a wrap plan document for the City.
4. Quotes for dental plans to potentially replace Blue Dental as the City's dental plan provider were received from Holmes Murphy & Associates. Quotes were received from Delta Dental and MetLife in addition to the renewal quote received from Blue Dental earlier in the year. A decision on what plan to choose must be made by early May.
5. Conflict of interest forms, especially from board members and commissioners continued to be received and filed throughout the month.
6. Questions regarding 1099 forms sent out in January were received and answered throughout the month from vendors and citizens. Questions primarily related to change in address or why the form was received in prior years and not in current years. Recipients whose 1099s were returned as undeliverable were contacted and resent to an updated address.

### **Civil Service Commission & Employment Related Activities**

1. Recruitment, testing preparations, testing, list certification, backgrounds, physicals, new hire meetings, departure processing, or job classification/reclassification processing took place for the following FT positions: Administrative Assistant, Assistant Public Safety Director/Police Chief, Engineering Technician II, Maintenance Worker, Public Safety Officers; PT positions: Administrative Assistant, Community Service Officer, Library Intern, Maintenance Worker, seasonal and special purpose positions for the Community Development and Public Works departments.
2. Follow-up and preparations took place for the February 5<sup>th</sup> and 19<sup>th</sup> and March 4<sup>th</sup> Commission meetings. Discussions and processing of Commissioner Paul Lee's April 6<sup>th</sup> reappointment began.
3. Planning and Community Services and Human Resources staff attended ISU's February 20<sup>th</sup> College of Design Career Fair. Discussions with Regional & Urban Planning students seeking career and internship planning positions with the City took place.
4. Staff continued to assist in gathering information related to Civil Service promotional testing related to pending litigation.
5. The Courier Advertising Agreement renewal was approved at the February 3<sup>rd</sup> Council meeting.
6. Staff continued to complete information related to H-1B visa sponsorship.
7. Staff provided the new Form I-9 and instructions to staff that assist with new hire processing.

**Miscellaneous Personnel Activities**

1. Enhancements were made to the merit performance evaluation templates and forwarded to City management.
2. Staff assisted with general personnel requests.

## Finance and Business Operations Information Systems Division Monthly Report February 2020

### Software Purchase/Installation/Upgrade Activities

- Software installations included:
  - Installed Avigilon on PSO machine at Public Safety
  - Installed MiCollab on City Administrator's machine
  - Installed calculator and sticky note apps on a Public Safety PC
  - Installed Camtasia & SnagIt on the Mayor and Communication Specialists PC
  - Installed Windows 10 on AutoCAD VM
  - Installed Windows Server 2016 on GIS VM
  - Installed Bluebeam on 6 engineering PCs, 1 building PC and 1 planning PC
  - Installed GoToMeeting on a Public Works PC
  - A garbage truck's yard waste software was updated to support the 2020 year rollover.
  - A TraCS server update to our server.
  - The Pheasant Ridge irrigation PC was upgraded to Windows 10.

### Equipment Purchase/Installation/Upgrade Activities

- Equipment purchases included:
  - Wireless keyboard/mouse and 16GB (10-pack) thumb drives for inventory
  - An 8 camera body camera docking station was ordered for the Fire Department.
  - A fiber module card for our downtown camera server.
  - A battery and laptop docking station for the City Administrator's laptop.
- Equipment Installations included:
  - 2 new tablet style police car MDC's were loaded and deployed to 2 newly out-fitted squad cars.
  - The 2 police MDC's replaced by new ones were given to 2 other squads with non-functioning MDC's.
  - A new laptop was loaded for the City Administrator.

## Project and Assistance Activities

- Security Awareness Training Program:
  - Sent first phishing email out, only 14.9% clicked on the link provided which is lower than the industry average of 15%.
  - Decided on training videos to be shared with all users
  - Next steps will be to look at specific compliance training provided by this service for PCI and HIPAA.
  
- Graphic design projects for the month included:
  - **Hearst Center:** exhibit promo materials, posters, half sheet fliers, postcards, vinyl, PVC panels, spring brochure
  - **Tourism:** print and digital ads, miscellaneous graphics
  - **Library:** miscellaneous printing
  - **Other:** website and social media maintenance/graphics, business cards, miscellaneous printing and trimming, TV slides, Our Cedar Falls materials, PowerPoint assistance, Census graphics, Currents
  
- Assistance Activities:
  - An AVAMAR proxy server was setup, in our vSphere environment, in order to backup virtual servers on our network.
  - WasteTrac was having issues with their internet connection. It was determined that their router was somehow plugged into the wrong network jack in their office.
  - A legal/personnel specialist was added to our audio/video conferencing option through our new phone system.
  - Downtown camera video was archived, for the police department, showing a semi hitting one of our traffic poles.
  - All servers have been migrated over to our new AVAMAR backup system and are running properly. The other system will be shut down and repurposed.
  - Loaded all parking attendant cell phones with new parking enforcement mobile app.
  - Upgraded parking enforcement mobile app on parking attendant cell phones.
  - Met with the Rental and Commercial Inspection team to discuss what we need to be able to do in LAMA before we move forward
  - Worked with the Davenport group for the migration of data from firehouse into LAMA for rental inspections and commercial inspections.
  - We continue to provide support for the digital video systems in the patrol cars, body cameras, city facilities, College Hill, Parkade, and covert operations as requested.
  - We continue to provide support for the City's web site. News items were posted to the home page. Job openings, cable TV schedules, digital brochures, calendar items, bid opportunities, meeting agendas and minutes were

posted as requested. Incoming requests to the request tracker system was monitored and forwarded to the appropriate department as necessary.

- We continue to provide support for the document imaging system, adding categories as requested, maintaining user accounts, maintaining appropriate security and providing backup and redundancy.
- We continue to provide support for the City's telephone system, adding and modifying services as requested
- Laptops and projectors were provided and setup for those needing them for meetings and travel
- We continue to provide support for the City's FTP server, adding folders and managing security as necessary
- Users were added and removed from the network as required for hires and terminations.

### **Problem Resolution Activities**

- A global group policy was created to combat a Windows 7 end of life reboot glitch.
- A network loop was detected and resolved with a Rec Center wireless access point.

### **Equipment Repairs**

- 2 police body cameras were sent in for replacement, under warranty.
- CFU resolved an electrical issue, under our downtown switch cabinet, which took down our cameras.
- Repaired a screen on one of the Inspections iPads

### **Channel 15 Programming Activities**

Televised live programs from City Hall:

- Two Cedar Falls City Council meetings
- One Committee of the Whole meeting
- One City Council Work Session (Planning Session)
- One Special City Council Meeting
- Two Planning & Zoning meetings
- Two Cedar Falls School Board meetings

Programmed CFU and Medicom cable providers for Channel 15 and Public Access.  
Updated & added Community Calendar events to the Channel 15 Announcements

- **Regular production included:**
  - Produced 1 CF Boys Basketball game
    - Western DBQ
  - Produced 1 CF Boys Basketball game from contributed footage



- Iowa City West
- Produced 2 CF Girls Basketball games
  - Iowa City West
  - Ankeny Centennial
- Produced 2 UNI Men's Basketball games for the Panther Sports Network
  - Illinois State
  - Evansville
- Produced 1 Waterloo Warriors Hockey match
  - Dubuque Devils
- Shot and Recorded Cedar Falls Girls Basketball Senior Night
  - Senior Night ceremony vs. Waterloo East (not the game)
- Produced 1 Sports Talk show
  - Signing Day
  - State Bowling recap
  - Furries for Fosters Aaliyah Tournier receives \$10,000 check
- Recorded College Hill Visioning public meeting
- Recorded 1 Currents Up Close show
  - Parking Updates
- Created 1 Parent U show
  - High School Plans UPDATE
- Aired 4 Panther Sports Talk summer shows
- Aired 4 "The Heartland" shows featuring University of Iowa athletics.
- Continued production of State Volleyball Championship documentary.
- Shot video for Friends of the Hearst promos
- Covered CF Wrestling at District and State Wrestling meets
- Covered CF Bowling teams at State Bowling in Waterloo.
- Recorded "Jim Miller in concert" at the Hearst Center for the Arts
- **City News** - Continued weekly news format program "Cedar Falls City News" including the following stories:
  - Ice Harvest Festival recap
  - Cedar Falls Camera Registration
  - Ice Training at Ice Harvest Festival
  - Vehicle Extrication Training
  - Cedar Falls Crime Rate decreases
  - Nick Taiber appointed to fill vacant council seat
  - Special Election announced for At Large council seat
  - March 3rd School Election
  - Imagine College Hill
  - Hartman Reserve Maple Syrup Festival preview
  - Local Food & Film Festival preview
  - EV Charger rates
  - Hearst Center Spring Break activities
  - Rec Center Spring Break activities
  - Carol Lilly resigns from Community Main Street to go to Main Street Iowa
  - CF Historical Society exhibit, "Women and the Vote"

## **Geographical Information Systems (GIS)**

- Projects:
  - Met with city staff and cemetery vendor to discuss options for upgrading current software
  - Met with city staff to discuss moving rental & commercial inspections in to LAMA
  - Met with city staff to discuss plans for upcoming website changes for Census-related materials
  - Discussed private security camera registration program with Waterloo PD
- Web & Database:
  - Updated SQL and LAMA with new parcel data from BHC
  - Created new alley layer from data provided by Engineering for prioritization
  - Worked with Shieldware rep to create a new report for calls for service app
  - Performed QA/QC on all addresses within Firehouse to streamline upcoming migration of rental & commercial inspections to LAMA
  - Updated cemetery information from CIMS into GIS
  - Updated rental information from Firehouse into GIS
  - Updated building permits from LAMA into GIS
- Data Requests:
  - Provided a link to a CF student doing a project on storm water systems
  - Provided the total lane miles of 1-sided refuse collection
  - Provided LiDAR files for the Olive St box culvert project to AECOM
  - Provided a list of sewer mains that had TV records in 2019
  - Provided multiple datasets to College Hill visioning vendor
- Maps:
  - Provided a map and owner list to rezone property along W Viking Rd & S Union
  - Provided a map of sidewalk inspection areas 1 & 2 for Code Enforcement
  - Provided a map of CDBG sidewalk infill areas to Planning
  - Provided a city map to Parks for upcoming projects
  - Provided maps to ED for potential site selector
  - Provided a map to CMS for upcoming walking tour
  - Provided a map to Engineering with as-built elevations of the levee
  - Provided updated maps of Hill and Downtown parking areas
  - Provided a map of Autumn Ridge to BNKD with addresses
  - Provided a map of new roads constructed in 2019 to Engineering

## **Training and Staff Activities**

- 2 county wide public safety software replacement conference calls were attended.
- A county wide public safety software meeting was attended at the sheriff's office.
- Attended a CIP Software demo with open gov
- Attended demo for CIMS Cloud based software
- Discussed RTA dashboards for the vehicle maintenance department.
- Met with Verizon to discuss service to Place to Play park
- Attended Flood Preparedness meeting

**FINANCE & BUSINESS OPERATIONS  
LEGAL SERVICES  
February 2020**

**REPORT FROM SWISHER & COHRT – SAM ANDERSON, LUKE JENSON:**

1. **Traffic Court:**

City Cases Filed: 149 (this number includes both City and State tickets)

Cases Set: 18 (Traffic) 0 (Code Enforcement)

Trials Held: 1 (Traffic) 0 (Code Enforcement)

2. **Code Enforcement:** Follow-up with Greg Rekwart on status of property clean-up.

3. **Miscellaneous:** Attention to orders on appeal.

**REPORT FROM KEVIN ROGERS, CITY ATTORNEY**

4. **PERSONNEL/HUMAN RESOURCES:**

- a) Consult with City staff on personnel and disciplinary matters
- b) Attend weekly Human Resource Meetings
- c) Consultation on various labor issues
- d) Advise on CF Human Rights Commission matters

5. **RISK MANAGEMENT/CLAIMS:**

- a) Attend Risk Management Committee Meeting; provide input
- b) Update/consult with and prepare City Staff regarding pending claims/litigation, including:
  - i. workers compensation
  - ii. personal injury
  - iii. property damage
- c) Review and approve outside counsel legal fees and expenses for payment
- d) Contacts with outside legal counsel monitoring and advising on pending litigation involving the City

6. **CONTRACTS/AGREEMENTS:**

- a) Advise & Draft—Modified Insurance Requirements InVision consulting agreements
- b) Advise and Draft—Stairway Easement Agreements

7. **MAYOR/CITY COUNCIL:**
- a) Prepare for and Attend Meetings of City Council and Committee of the Whole; Meetings with Mayor
  - b) Advise on City Council meeting procedural issues
  - c) Advise and Draft—Stairway Easement Agreements
9. **MISCELLANEOUS:**
- a) Attend Weekly Department Meetings
  - b) Professional Reading-municipal and employment law resources
  - c) Advise on and respond to Public Records requests
  - d) Continued attention to Rural Water issue
  - e) Advise on Code Enforcement issues
  - f) Work on revisions to drug and alcohol testing policy
  - g) Prepare and conduct training for Board of Adjustment
  - h) Advise on retainage issue—Public Safety Building
  - i) Update police records public records policy
  - j) Draft revisions to Weed Ordinance
  - k) Work on PSO implementation plan
  - l) Work on Sexual Harassment training

**REPORT FROM COLLEEN SOLE, PERSONNEL SPECIALIST:**

10. **Risk Management/ Workers' Compensation/Property/Liability Claims:**
- a) Risk Management Committee met February 5 and 9, 2020. Workers' Compensation injuries, modified duty, non-FMLA leave, liability claims, damage to City property, and policies were reviewed.
  - b) Review contracts for required insurance; working with legal counsel and conferring with Arthur J. Gallagher and contractor's agents.
  - c) Special Events – review and approve insurance; to include park rentals.
  - d) Review and process outside legal counsel fees.
  - e) Review and process claim fees and associated billing.
  - f) Claims processing: worker's compensation, 411, liability, and property; work with contracted TPA Service, and work with outside legal counsel on litigation.
  - g) Attend deposition for worker's compensation hearing.
  - h) Fire Physicals on-going.
  - i) Updated review of FMCSA Clearinghouse policies with Public Works.
11. **Personnel**
- a) Work with departments and legal counsel on disciplinary matters.
  - b) Work with departments and legal counsel on various personnel issues.
  - c) Review and process medical billing for pre and post-employment matters.
  - d) Process FMLA leave and monitor non-FMLA leaves of absence.
  - e) Review and process unemployment claims.
  - f) Review of personnel policies.

12. **Human Rights Commission (HRC):**
- a) Executive and Commission Meetings held February 10, 2020.
  - b) Provided staff support to Committees and Commission.
  - c) Process complaints and provide support to citizen's jurisdictional questions.
  - d) Continued work and review of Cedar Valley issues and achievements in the areas of Diversity, Inclusion and Implicit Bias.

**FINANCE & BUSINESS OPERATIONS  
PUBLIC RECORDS  
FEBRUARY 2020**

**Public Records Activity**

Prepared agendas, minutes and electronic packets for two Regular and one Special City Council meeting, one Administration Committee (Grievance Appeal) and one Committee of the Whole meeting, two Technical Review and two Planning & Zoning Commission meetings.

Drafted and processed meeting follow-up communications, minutes and legal documents.

City Council adopted two ordinances and thirty resolutions during the month; staff drafted twenty-eight of these resolutions.

Processed and issued the following:

- 2 Business Licenses
- 185 Pet licenses
- 26 Annual "Paw Park" permits
- 5 Public Event permits
- 8 Cemetery Interment Rights Certificates

Issued the following Parking Permits:

- 70 Monthly Lot
- 0 Monthly Construction
- 20 Daily Construction
- 0 Annual Dumpster

Processed (9) liquor licenses, (1) wine and (4) beer permits.

Recorded (9) documents with the County Recorder.

Satisfied (8) requests for public records and responded to (1) request/concern received thru the City's on-line Service Request feature.

Prepared and filed two property assessments for expenses incurred by the City to mow/clean up affected properties.

Attended webinar for a document imaging demonstration by OnBase (SIRE).

The unemployment rates for the month of January 2020 were 4.2% for the Waterloo-Cedar Falls Metropolitan Area, 2.8% in Iowa, and 4.0% in the U.S.

### Document Imaging completed

44 – Employee performance evaluations.  
 2 – Financial work papers & annual reports.  
 2 – Financial Tax Increment Financing (TIF) Certifications-FY16-FY17.  
 2 – Miscellaneous publications (Currents, City Connections, etc.)  
 27 – Miscellaneous boards, commissions & committees meeting materials.  
 29 – City Council Resolutions (#21,864-21,892).  
 2 – City Council meeting files.  
 11 – Planning geographic/CD alpha project files.  
 9 – Engineering/storm water project files (724 sheets).  
 Board & commission member Conflict of Interest forms.  
 Miscellaneous employee documents/personnel files.  
 Departmental monthly reports for December 2019.

### Parking Activity

#### Enforcement

1,208 – Parking citations issued.  
 \$12,501.87 – Citations paid.

#### Collection Efforts

\$ 2,240.00 – Collections from delinquent parking accounts.  
 \$ 1,250.00 – Vehicle immobilizations (25 vehicles).

Continue to participate in parking technical committee meetings to discuss the implementation of the Downtown and College Hill parking study recommendations.

Attended electronic training sessions for both enforcement and back office processes of the new parking management system.

Provided training sessions to businesses and agencies for the new parking pay stations.



**FINANCE & BUSINESS OPERATIONS  
LIBRARY & COMMUNITY CENTER  
FEBRUARY 2020**

**Library Activity**

<b>Usage Statistics</b>	<b>December 2019</b>	<b>January 2020</b>	<b>January 2019</b>
<b>Customer Count</b>	14,929	15,902	16,624
<b>Circulation</b>	35,757	39,266	40,565
<b>Ebooks and streamed videos</b>	4,580	5,003	4,880
<b>Downloaded music</b>	1,193	1,423	1,526
<b>Reference Service</b>	1,193	1,937	2,234
<b>Items Added</b>	819	872	635
<b>Event Attendance</b>	1,358	933	1,297
<b>Computer &amp; Wi-Fi Usage</b>	2,708	2,655	2,847

Special events in January included the following:

- Writers of the Cedar Valley
- UNI Suzuki School Special Storytime
- Reading Pals, a program that allows primary-grade students (grades kindergarten-3rd grade) the opportunity to develop reading fluency by practicing reading to a dog from the Cedar Valley Pet Pals organization
- Youth department puppet show
- Teen Night: an after-hours program for teens
- Teen graphic novel, anime, and manga club
- Open labs in the Co-Lab, an opportunity for patrons to learn how to use the equipment in the Co-Lab makerspace
- Word Wizards, a writing club for school-aged children: mystery writing
- Tabletop Gaming, a role-playing game program
- Old fashioned board games program
- STEAM: Green screen fun in the Co-Lab for children
- Focus groups to gather community input for the library’s strategic planning process
- Sewing and quilting in the Co-Lab
- Picturing the Public Arguments Against Woman Suffrage: a presentation by Dr. Catherine Palczewski, Professor of Communication Studies and Women’s and Gender Studies at University of Northern Iowa
- Cricut Projects class in the Co-Lab

- Beekeeping Overview presented by Master Beekeeper Ed St. John, District 3 director of the Iowa Honey Producers Association
- Tween Time: superhero movie viewing
- Book clubs for 3<sup>rd</sup>-4<sup>th</sup> graders and 5<sup>th</sup>-6<sup>th</sup> graders

The Friends book discussions included *Dark Invasion* by Howard Blum and *The Yellow Bird* by Kevin Powers.

Special events were funded by the Friends of the Cedar Falls Public Library.

Community Center: In addition to regular weekly events for seniors, such as ceramics, cards, billiards, functional fitness sessions, bingo, button club, and music, the center also hosted crafts for seniors, a paint-along program with the Hearst Center for the Arts, RSVP tax preparation, a community conservation workshop presented by Maria Perez, Stormwater Specialist for the City of Cedar Falls, Department of Community Development, the Center and rentals for Entertainment at the Center, bridge club, stamp club, and a retirement party.

City of Cedar Falls  
 Community Development  
 Inspection Services Division  
 Monthly Report for:

February 1, 2020 - February 28, 2020

Total for Month \$2,297,736.00  
 Total for Fiscal Year \$52,185,735.00  
 Total Same Month - LAST YEAR \$2,121,422.00  
 Total for Fiscal Year - LAST YEAR \$68,643,804.00

Construction Type	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Single Family New Construction	5	0	\$1,188,981.00	\$9,594.35	61	0	\$16,462,134.00	\$124,315.30
Multi-Family New Construction					13	0	\$3,690,000.00	\$9,728.25
Res Additions and Alterations	39	0	\$541,355.00	\$9,103.50	524	0	\$5,996,523.00	\$101,550.30
Res Garages					32	0	\$551,621.00	\$9,611.00
Commercial/Industrial New Construction	2	0	\$0.00	\$48,000.00	11	0	\$18,381,452.00	\$135,565.74
Commercial/Industrial Additions and Alterations	8	0	\$567,400.00	\$5,618.85	73	0	\$6,853,060.00	\$58,277.28
Commercial/Industrial Garages					1	0	\$31,525.00	\$499.75
Churches					4	0	\$90,500.00	\$1,306.96
Institutional, Schools, Public, and Utility					4	0	\$128,920.00	\$487.60
Agricultural/Vacant								
Plan Review	7	0	\$0.00	\$2,505.43	69	0	\$0.00	\$28,268.81
<b>Total</b>	<b>61</b>	<b>0</b>	<b>\$2,297,736.00</b>	<b>\$74,822.13</b>	<b>792</b>	<b>0</b>	<b>\$52,185,735.00</b>	<b>\$469,610.99</b>

Item 8.

City of Cedar Falls  
 Community Development  
 Inspection Services Division  
 Monthly Report for:

February 1, 2020 - February 28, 2020

Construction Type	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Electrical	43	0	\$0.00	\$4,676.40	455	0	\$0.00	\$46,332.90
Mechanical	57	0	\$0.00	\$4,020.00	644	0	\$0.00	\$54,465.00
Plumbing	70	0	\$0.00	\$6,006.00	528	0	\$0.00	\$49,338.50
Refrigeration	1	0	\$0.00	\$90.00	5	0	\$0.00	\$1,030.00
<b>Total</b>	<b>171</b>			<b>\$14,792.40</b>	<b>1632</b>			<b>\$151,166.40</b>

Contractor Registrations	Monthly Summary				Yearly Summary			
	Issued	Dwelling Units	Valuations	Fees	Issued	Dwelling Units	Valuations	Fees
Electrical					4	0	\$0.00	\$450.00
Mechanical					3	0	\$0.00	\$450.00
Plumbing	1	0	\$0.00	\$150.00	2	0	\$0.00	\$300.00
Refrigeration								
<b>Total</b>	<b>1</b>			<b>\$150.00</b>	<b>9</b>			<b>\$1,200.00</b>

Building Totals		Issued	Dwelling Units	Valuations	Fees
		61	0	\$2,297,736.00	\$74,822.13
<b>Total</b>		<b>792</b>	<b>0</b>	<b>\$52,185,735.00</b>	<b>\$469,610.99</b>

Grand Total		Issued	Dwelling Units	Valuations	Fees
		233	0	\$2,297,736.00	\$89,764.53
<b>Total</b>		<b>2433</b>	<b>0</b>	<b>\$52,185,735.00</b>	<b>\$739,739.39</b>

Item 8.

**PLANNING & COMMUNITY SERVICES DIVISION  
MONTHLY REPORT  
February 2020**

**MONTHLY MEETINGS:**

**Planning & Zoning Commission** – Meetings were held on February 12 and February 26, 2020. There were no items of regular business on February 26, but a joint training session with the Board of Adjustment and Board of Rental Housing Appeals regarding conflicts of interest and ex parte communication.

<b>Applicant</b>	<b>Project</b>	<b>Request</b>	<b>Action Taken</b>
February 12, 2020  Hawkeye Hotels – owner; VJ Engineering – Civil Engineer Paradigm Architects	HWY 1 Site Plan Approval	Recommend approval	Approved
February 26, 2020 (not an application)	Special Commission and Board Training on Conflicts of Interest and Ex Parte Communication – Kristine R. Stone, Ahlers & Cooney Attorneys, presenting	N/A	N/A

**Group Rental Committee** – Held regular meeting on February 4<sup>th</sup> 2020 and February 18<sup>th</sup> 2020. The following occupancy requests were discussed and approved as indicated.

<b>Address</b>	<b>Unit</b>	<b>Owner</b>	<b>Requested Occupancy</b>	<b>Approved for</b>	<b>GRC</b>	<b>BRHA</b>
1016 W 2 <sup>nd</sup> Street	1	Jed Hemer	4	4	02/4/2020	
416 Alvarado Ave	1	Blair Templeton	4	4	02/4/2020	
1026 Lilac Lane	1	Erin Reicks	3	3	2/18/2020	

**Board of Rental Housing Appeals** – No meeting was held in the month of February.

**Board of Adjustment** – The Board of Adjustment held a meeting on February 24, 2020. The following items of business were discussed:

- A. Election of Officers for 2020
- B. Special Training – Board of Adjustment Functions and Duties presented by Kevin Rogers, City Attorney.
- C. Discussion of Change in Meeting Dates and Amendments to the Rules of Procedure – Board voted to change the date of their monthly meeting to the 3<sup>rd</sup> Tuesday of the month at 7:00 PM. Meetings will now be held in the City Council Chambers to provide a more formal setting for the Board's proceedings. The Board also voted to make changes to their Rules of Procedure and forwarded to the Council for approval.

## Other Commissions, Board Meetings & Staff Liaison Responsibilities:

	Date	Notes/Actions
Bicycle and Pedestrian Advisory Committee	2/4/20	Discussed happenings and learnings from the 2020 Iowa Bicycle Summit which took place on January 24 <sup>th</sup> , 2020, Center Street Trail Dedication, May Bike Month, Cedar Valley Rail Trail, a potential update of the Bike Plan, trail and sidewalk concerns.
Metropolitan Transportation Technical Committee	2/13/20	Reviewed the draft 2021-2025 Passenger Transportation Plan, discussed the Northeast Industrial Access project and the Iowa DOT Commission meeting in April in Waterloo
College Hill Partnership	2/10/20	Discussion of upcoming events on the Hill and possible partnerships. Presentation by Terra Ray on the upcoming changes to public parking policy and the new app to use for paying the meter fees.
Historic Preservation Commission	2/11/20	No meeting was taken place as we did not have quorum.
Middle Cedar Watershed Advisory Committee		No meeting in February
Housing Commission		No meeting in February.
Community Main Street Design Committee	2/21/20	Updates on Façade grant program outreach were made. Committee is working to make a brochure for outreach and will be spreading it to businesses when done. For the Historical preservation education piece by community Main Street, it was decided that the committee would like city to do a downtown visioning presentation that will educate people about the new code and also discuss the preservation piece of visioning model. This presentation would take place in April. (April 17 <sup>th</sup> Meeting probably). Further in the meeting, the committee provided their views and feedbacks on Community Bank and Trust project.
Parking Committee - Downtown	2/11/20	Updates on In-House training for pay stations were made. Discussion about timeline of pay station installation and new

rate signs in parking lots were discussed. Updates on spreading the word out about the pay station with different mediums like Current Up-close, social media, website links, distribution of maps at businesses and videos were discussed. Permit updates about downtown parking was discussed and it was noted that the status remained the same as last month as far as issuing the permits for the qualified residents is concerned.

Parking Committee – College Hill	1/21/20	Discussed mobile pay instructions, education and publicity for the new parking technology, report of permits issued by admin staff, and the College Hill Visioning Charette.
MET Transit Board	2/27/20	No meeting in February

#### **PLANNING SERVICES:**

- 177 walk in and query and staff responses with information/assistance.
- 20 land use permits were issued.

Number of Rental Inquiries: 25

#### Types of Questions:

- Information on paving requirements
- Confirming paving deadlines for rental properties
- Group rental permit for higher occupancy
- Existing rentals and level of occupancy determination
- Rear yard parking
- Group Rental Board of Housing Appeals process
- Fences, retaining walls, setbacks, etc.
- Land Use Permit for various projects
- Detached Accessory structure
- Code Enforcement Complaints
- Subdivision
- Zoning verification letter
- Appropriate signage
- Flood plain
- Historic Preservation Commission potential project
- Lien Release
- Swimming Pool

#### **OTHER PROJECTS FOR FEBRUARY INCLUDED:**

- Preparations and community outreach efforts are under way for the Imagine College Hill Community Design Charrette planned for the end of March.

- Ongoing Staff review of draft zoning code for the Downtown study area to implement the *Imagine Downtown Vision Plan*.
- Staff developed a timeline for updating the Bike/Ped Plan this year. Projected completion and approval by City Council is October 2020.
- Staff working with Nagle Signs to implement the city wide wayfinding signage project. Signs to be installed in spring 2020.
- Assisting the Engineering Division with the planning for the Center Street Streetscaping Project.
- Ongoing project management for the Cedar River Recreation Project.

**ECONOMIC DEVELOPMENT:**

- Met with businesses in the Industrial Park to discuss their business operations.
- Working with several companies on potential new building projects in the Cedar Falls Technology Park, West Viking Road Industrial Park, and the Northern Cedar Falls Industrial Park.
- Continued coordination with consultant on design work for the expansion of the West Viking Road Industrial Park.
- Continue working with economic website consultant to develop a new economic development website for the City of Cedar Falls.
- Held conference call with staff from IEDA to discuss the Economic Development Co-op Marketing Program.
- Met with company executives regarding an economic development project in the Cedar Falls Industrial Park.
- Received Letter of Intent and began drafting Agreement for Private Development for a new economic development project in downtown Cedar Falls for Community Bank and Trust.
- State of Iowa City Development Board approved the annexation of 244 acres of land located adjacent to the Cedar Falls Industrial Park into the City of Cedar Falls for the continued development and expansion of the industrial park.

**CDBG**

- Several projects are in progress, including assistance to local service agencies, a sewer lining project, and sidewalk infill projects located in low/moderate income areas.

**HOUSING CHOICE VOUCHER PROGRAM**

<b>Waiting List</b>	83	<b>HAP Payments</b>	\$100,369
<b>New Applications Taken</b>	0	<b>Utility Payments</b>	\$ 1,980
<b>Units under Contract</b>	219	<b>Admin Fees Earned</b>	\$ 13,075
<b>Initial Vouchers Issued</b>	3	<b>Total Vouchers Available</b>	326
<b>Mover Vouchers Issued</b>	2	<b>Lease Up Goal</b>	230
<b>New Admissions</b>	2		

**Citizen Contacts/Appointments:** A total of **41** appointments were held and **374** citizen/ client contacts were addressed.

**HQS Inspections:** 17 Inspections were completed

**End of Participation:** 2 clients ended participation.



**Hearings:** 0 hearings were conducted.

**Other:** 200 names have been taken off of the Waiting List in 2020, a combination of the purge process, ineligible background checks and issuing vouchers.

Ongoing Projects:

- Updating the waiting list for the Housing Choice Voucher Program.
- Prepared the annual and 5-year Public Housing Authority Plan, which is currently available for public review and comment.

### **ADD A DOLLAR REPORT**

There were 2 applications reviewed for utility assistance. A total of \$232.12 was provided, for an average of \$116.06 per household. There was a balance of \$9,463.96 as of February 2020.

**RECREATION DIVISION  
Monthly Report  
February 2020**

- Recreation & Fitness Center
  - Fitness classes have gone well with just under 3,562 participants during the month. That is up over 600 compared to February 2019.
  - Hiring new staff to work the front desk replacing those who will be leaving and have left
  - Pickle Ball continues to be very popular. We often have 10 or more players waiting their turn watching three games of doubles.
- Staff has been busy working on the details and finding staff for programs and services to be offered during the spring and summer months. Registration started for these back on January 15
- Staff has been busy advertising and talking to former employees about jobs openings for summer help to fill the 200 or so part time seasonal positions. Typically, applications are due the first week of March. Interviews have started and will be conducted in March and job offers made in April.
- Falls Aquatic Center and Indoor pools
  - Working with the school to schedule routine maintenance at Holmes
  - Scheduling indoor private parties
  - Hiring staff to teach spring lessons and lifeguarding
  - Pool manager and assistant managers for the summer have been hired and are getting ready for a busy summer.
  - Staff has been working on an impact statement as requested by the school system showing the effect the closing of Peet pool in 2021 would have on our indoor aquatic programs and activities. This information will be shared with the school superintendent.
- Staff has been working on annual staff evaluations.
- Plans for the "face lift" of the locker rooms at the Rec Center are moving forward. Staff has been working with Invision to do the plans and specs for this project. The contract with Invision will go to City Council for approval on March 16. Public hearing will be set for that same meeting. This aggressive schedule will mean the bids could be opened late in April. This will give contractors over 2 months to get materials in town and ready to go. The goal is and has been to have the locker rooms closed for use the shortest possible time and the complete the project by August 21, right before school starts and we get busier.

Respectfully submitted,



Bruce Verink  
Recreation Division Manager

## Recreation & Fitness Center Usage For February 2020

Members using the Facility	13,751	Pickleball	307
Non-Members using the Facility	885	Racquetball/Wallyball Hrs	108
Child Care	135	Racquetball League	64
Aerobics/Fitness Classes	1,383	Birthday Party Bonanza	40
Circuit Weight Training	111	Indoor Park	372
Tai Chi	150	Karate	106
Cardio Cycling	755	Tumbling	78
Personal Trainers	220	Basketball 1 <sup>st</sup> & 2 <sup>nd</sup> Boys & Coed	508
Yoga	905	Sack Lunch Days	13
Zumba	123	Meeting/Tours/Rental	953
Rock On	135	Steam Room Usage	638
Ballroom Dance	104	Massages	41
		<b>TOTAL</b>	<b>21,885</b>

## Recreation and Community Center Revenues

Resident Memberships Sold		Punch Cards	
12 <sup>th</sup> Grade & Under	2	12 <sup>th</sup> Grade & Under	6
Adult	61	Adult	15
Senior Citizen	17	Senior Citizen	1
Family Pass	108	Child Care	3
Corporate Family	0	Racquetball	0
Corporate Individual	1		

Credit Card Usage	\$49,027.84	Leisure Link Registration	\$15,333.50
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### Daily Fees

Admission	\$6,303.00	Racquetball	\$8.00
Child Care	\$12.50	Pickleball	\$48.00
Sponsorship Payments	\$1,450.00	Concessions	\$559.94

### Swimming Pool Passes (Winter)

Family	45
Individual	61
Youth/Senior	14

### Youth Programs

5 <sup>th</sup> & 6 <sup>th</sup> Boys Basketball	360	Swim Club	838
4 <sup>th</sup> , 5 <sup>th</sup> & 6 <sup>th</sup> Girls Basketball	72	Pool Parties	318
3 <sup>rd</sup> & 4 <sup>th</sup> Girls Basketball	128	SCUBA	10
1 <sup>st</sup> & 2 <sup>nd</sup> Boys Basketball	508		

### Adult Programs

Volleyball Leagues	490	Pickleball	307
Basketball Leagues	256	Spring Volleyball Leagues	770

Recreational & Lap Swim	569
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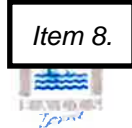
### Rentals

Pool Parties	12	Shelters	1
Beach House	0	Equipment	0
Ball Fields	0	Recreation Center	10

**CEDAR FALLS RECREATION DIVISION**  
February-20

<b>YOUTH ACTIVITIES</b>	
Sack Lunch Days	13
<b>TOTAL YOUTH ACTIVITIES</b>	<b>13</b>
<b>ADULT EXERCISE</b>	
<b>Circuit Weight Training</b>	
TTh 4:30 pm	20
<b>TOTAL</b>	<b>20</b>
<b>Rock On Monthly</b>	
MWF 5:40 am	13
<b>TOTAL</b>	<b>13</b>
<b>TOTAL ADULT EXERCISE</b>	<b>33</b>
<b>ADULT SPORTS</b>	
Volleyball League-Mixed - Monday	24
Volleyball League-Women's	13
<b>TOTAL ADULT SPORTS</b>	<b>37</b>

**CEDAR FALLS TOURISM & VISITORS BUREAU**  
**Monthly Report**  
**February 2020**



**Meetings, Conferences and Business Travel Marketing**

- Developed a proposal to host the Women, Food and Agriculture Network Conference.
- Hosted meeting spaces tour for colleagues from Travel Dubuque.
- Met with Main Street Iowa Spring Training Planning Committee x1.
- Assembled Cedar Falls Hotel Sales Team for begin meeting regularly to bring more meetings and events to Cedar Falls.



**Sports Related Marketing**

**Events that Occurred**

- Toured Fit Gym.

<b>Date</b>	<b>Event</b>	<b>Attendance</b>
Feb 8&9	Volley in the Valley <i>CVSC grant</i>	68 teams anticipated
Feb 15&16	Sportability of Iowa Basketball Tournament <i>CFTVB-Hotel rates, welcome materials, etc.</i>	130 anticipated
Feb 24-26	Iowa High School State Bowling Tournament <i>CFTVB-Volunteers, welcome materials</i>	1.425 anticipated

*CVSC – Cedar Valley Sports Commission, CFTVB – Cedar Falls Tourism and Visitors Bureau*



**Leisure Travel Marketing**

- Featured in AAA Living magazine as a Road Trip feature.
- Showcased trail maps and visitor guides at Iowa Paddle Sports Expo in Indianola via a volunteer.
- Two monthly KWWL News at Noon segment to promote Iowa Games Fat Tire Race and Pork Tornadoes show at Gallagher Bluedorn; and Maple Syrup Festival.
- Attended Cedar Basin Music Festival board meeting.
- Continued work to secure sponsorships to fund reprint of trail guides.
- Maintained trails events registration, social media and website.
- Worked with ZLR to monitor up digital advertisements.
- Monitored, shared and created posts on Facebook and Instagram.
- Assisted Visitor Center walk-ins and callers.
- Published Weekender Newsletter and blog posts about the Maple Syrup Festival, Vintage Soul, FIRST Robotics and RodCon. Boosted one post.
- Processed 1,289 leads from Travel Iowa advertising and 189 from AAA Living.
- Managed advertisements with Inspired magazine, Midwest Living Best of the Midwest, and Little Village.

<b>Date</b>	<b>Event</b>	<b>Attendance</b>
Feb 1	Ice Harvest Festival <i>Promotional assistance</i>	unknown
Feb 13-14	Northern Festival of Bands <i>Promotional assistance and welcome materials</i>	250 anticipated
Feb 14-16 21-23	Glitter Girls at Cedar Falls Community Theatre <i>Promotional assistance</i>	unknown



**Tourism Related Business and Organization Coordination and Collaboration**

- Assembled a task force to develop an Event Planning Toolkit.
- Met with Cedar Valley Arts Initiative.
- Attended Community Main Street board meeting, Volunteer Recognition party, and Carol Lilly's Farewell reception.
- Attended Experience Waterloo board meeting.

- Attended Grow Cedar Valley Affiliate Management Team meeting.
- Attended Iowa Department of Transportation Tourist Oriented Signage Committee meeting via telephone.
- Helped develop Cedar Falls Passport to the Arts.
- Attended Cedar Falls Community Library planning session.
- Attended Cedar Falls Historical Society exhibit opening.
- Organized Cedar Falls Tourism & Visitors Bureau board meeting. A marketing grant was awarded to the 2020 Sturgis Falls Celebration with the anticipation of \$2,080,500 in direct spending.
- Published Hospitality Highlights newsletter x4



#### **Asset Development**

- Provided additional information related to request to Black Hawk County Supervisors to adoption of Historic Route 20 signage.
- Attended bike share meeting.



#### **Group Tour Marketing**

- Attended Black Hawk County Supervisors meeting to sign Historic Route 20 through the county.
- Worked with one tour operator to create an agenda for an August visit.



#### **Organization and Promotion of Tourism Related Events**

- Sent monthly newsletter and Valentines to Envoy volunteers and scheduled Visitor Center coverage.
- Released 146 events on Cedar Valley 365 and promoted its use.



#### **Increase Community Support**

- Attended Cedar Falls Rotary meeting x3.
- Attended Iowa Destination Marketing Alliance Executive Committee meeting via telephone.
- Showcased our materials at the Cedar Valley Legislative Reception in Des Moines via a volunteer.
- Attended Grow Cedar Valley Ambassadors ribbon cutting and meeting.
- Attended wake for a volunteer.
- Prepared volunteer award nominations.

#### **Administrative Activities**

- Hearst Center staff meeting x1.
- Attended Friends of the Hearst Center board meeting.
- Community Development staff meeting x4.
- Tourism staff meeting x3.
- Attended Cedar Falls Public Art committee meeting.
- Process bills and payroll x2

#### **Focus for March**

- Create new job classification for new full time staff person to assist with sales and marketing for meetings and events.
- Attend Iowa Tourism Conference in Des Moines, and Canoeconia consumer show in Madison.

Respectfully Submitted,

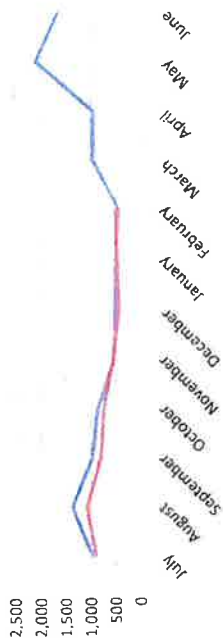
Kim Manning, Visitors, Tourism and Cultural Programs Manager

Monthly Activity Report for Cedar Falls Tourism & Visitors Division

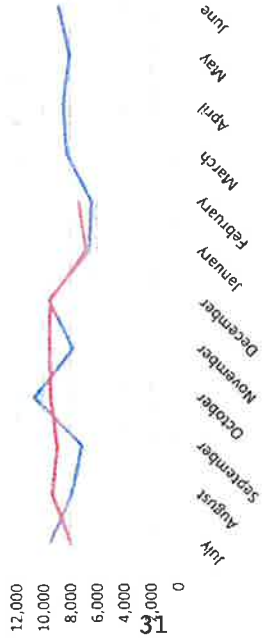
	July	August	September	October	November	December	January	February	March	April	May	June	Totals
<b>INCOMING CONTACT BY</b>													
VC Walk-In (Door Counter) FY20	893	1,071	799	737	548	433	466	501	948	948	7,084	1,655	5,448
VC Walk-In (Door Counter) FY19	164	1,363	963	908	537	512	502	436					11,767
Email/Website	24	27	16	18	18	16	15	27					161
US Mail	1	0	0	0	0	0	0	1					2
Phone	150	146	123	99	114	61	116	113					922
<b>HOW HEARD ABOUT US - If offered</b>													
Friends / Family	2	8	6	5	0	5	0	0					26
Other (eg. mailing, ads, web/FBook)	14	15	4	2	6	0	1	3					45
Signage	8	42	12	10	4	7	6	14					103
Advertising	3	0	3	0	0	0	0	0					6
Trade / Consumer Show	1	0	0	0	0	0	0	0					1
<b>SERVICES PROVIDED</b>													
Attended a Meeting/Rental	58	112	58	61	68	40	84	73					554
Bureau Business	205	185	188	190	180	117	166	128					1,359
Group Tour Info	0	3	3	2	0	2	2	1					13
Hotel/Restaurant	3	0	0	2	7	0	1	4					17
Relocation	51	6	8	4	6	2	3	2					82
School Project	0	0	0	26	1	0	0	0					27
Special Event	1	5	0	7	1	0	1	0					15
Trail User	93	95	72	45	30	19	2	3					359
UNI	3	7	21	25	21	1	3	3					84
VC Amenities including Restroom	584	619	553	461	289	244	173	210					3,143
<b>ADVERTISING LEADS</b>													
Iowa Travel Guide / Website	541	441	340	294	223	453	1,110	1,289					4,691
EITA Travel Guide	0	0	0	0	0	0	0	0					0
AAA Living	NA	NA	NA	NA	NA	NA	NA	189					266
Midwest Living (Best of the Midwest)	NA	NA	NA	NA	NA	NA	NA	NA					0
Iowa Tour Guide (group leads)	7	0	1	1	4	3	4	4					24
<b>BOOKCHURE DISTRIBUTION</b>													
Total Visitor Guide Distribution	921	1,131	1,097	1,150	622	960	7,901	1,985	0	0	0	0	15,768
VG Mailed Out (Individual)	13	25	13	11	2	10	14	19					107
VG Bulk Distribution (Local)	309	379	472	642	292	113	3,221	369					5,817
VG Bulk Distribution (Non-Local)	0	120	0	0	45	347	3,149	25					3,686
Relocation	51	42	10	5	6	4	25	11					154
Welcome Bags	0	124	261	197	50	30	301	60					1,023
Total Trail Guide Requests	139	342	510	273	282	138	503	121					2,308
<b>WEBSITE TRAFFIC</b>													
Users FY20 (including CV365)	11,154	9,287	8,901	9,423	9,445	9,448	6,794	7,314	3,229	9,459	7,995	8,700	71,765
Users FY19	9,406	7,844	7,077	10,612	7,733	9,593	6,519	6,341					98,571
Sessions FY20 (including CV365)	13,768	11,173	10,618	11,426	11,207	11,275	8,011	8,583					86,061
Sessions FY19	11,650	9,315	8,628	13,169	9,476	11,835	7,723	7,503	9,879	10,185	9,673	10,724	119,636
Page with Top Views	Things to Do	Things to Do	Things to Do	Things to Do	Things to Do	Things to Do	Homepage	Things to Do					
Top Traffic Source	Google	Google	Google	Google	Google	Google	Google	Google					
Top Referral Site	Facebook	Facebook	Facebook	Facebook	Facebook	Facebook	Facebook	Facebook					
<b>SUBSCRIPTIONS</b>													
Weekender News (consumer newsletter)	481	505	529	551	568	584	601	613					
Weekender Blog	216	235	249	263	273	283	291	300					
Hospitality Highlights (partner newsletter)	456	479	493	507	517	526	542	551					
<b>SOCIAL MEDIA FOLLOWERS</b>													
Facebook (Likes)	8,757	8,797	8,809	8,825	8,841	8,840	8,841	8,860					70,570
Instagram	1,324	1,355	1,376	1,401	1,441	1,481	1,525	1,567					11,470
Twitter	3,750	3,758	3,768	3,783	3,791	3,810	3,810	3,810					30,271
Pinterest	512	516	520	523	525	528	529	533					4,186
<b>VOLUNTEER INVOLVEMENT</b>													
Board / Committee Hours	140	70	160	158	190	67	226	87					1,098
Student / Intern Hours	192	78	0	0	0	0	0	0					270
Envoy Hours - Visitor Center	89	108	88	82	101	71	79	80					697
Envoy Hours - Special Event/Ramp Station	20	4	20	4	7	0	7	30					92
<b>MISC.</b>													
Conference Room	1	6	0	0	2	0	2	2					13
Meetings in Conference Room	2	3	5	4	4	2	3	2					25

Motor Coach Group in CF	0	1	1	3	0	0	0	0	0	0	6
<b>INCOME</b>											
Gift Shop Sales	\$660.56	\$506.14	\$674.76	\$320.97	\$377.12	\$1,031.33	\$231.08	\$248.89	\$4,050.85		
Facility Rental	\$0.00	\$975.00	\$0.00	\$0.00	\$187.50	\$0.00	\$450.00	\$375.00	\$1,987.50		
Host Motor Coach @ VC or Step Guide	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00		

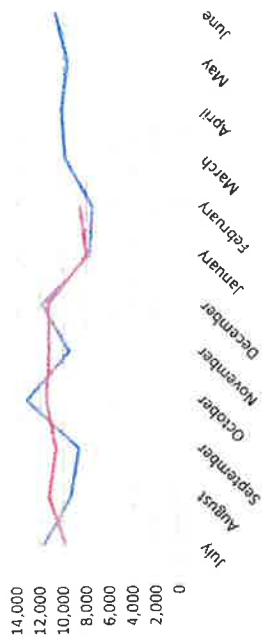
### Visitor Center Traffic, Door Counter



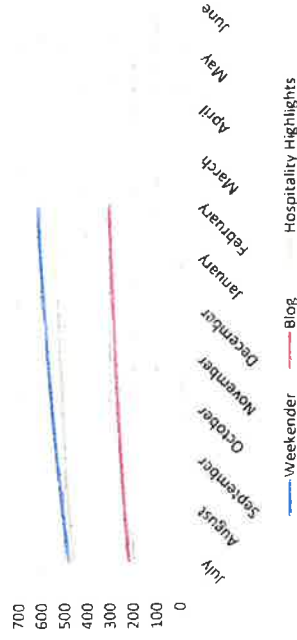
### Website Traffic, Users



### Website Traffic, Sessions



### Subscriptions FY20



### Social Media Likes/Followers FY20





**CEDAR FALLS  
CULTURAL PROGRAMS**  
Monthly Report | February 2020



**PUBLIC EVENTS/PROGRAMS @ The Hearst**

- February 9: Empty Bowls Workshop with Food Bank
- February 13: Dazzle Hour public event in conjunction with current exhibition
- February 13: Evening concert with Jim Miller
- February 14: Valentine's Day Lunchtime Concert
- February 18: Hearst Photography Club exhibition opening
- February 18: 'Ukulele Club' and 'Drink and Draw Club' meetings
- February 20: Film Screening of *Avengers: Legacy* (local production)
- February 23: Empty Bowls Workshop with Food Bank
- February 25: Creative Writing Workshop with editors of *The North American Review*
- February 27: Final Thursday Readers Series with guest author Rachel Morgan

**Classes held in February:** Hyper Realism in Charcoal, Teen Ceramics, Art Journaling, Intermediate Wheel Throwing (ceramics), Open Studio Painting, Beginner Country Guitar, Beginner Hand Building, Screen Printing, and 'Art Day Away' on February 28<sup>th</sup>.

**HIGHLIGHTS from Heather Skeens, Cultural Programs Supervisor:**

- Worked with Abby Haigh, Marketing Assistant, to review and update web content.
- Met with Jim Kenyon to discuss capital campaign processes, tips.
- Coordinated visit artist Margaret Muza pop-up activities Feb. 6-9, including 'Meet and Greet' event at Bar Winslow, in conjunction with CSM and Black Hawk Hotel.
- Met with Arts Summit sub-committee to continue planning for April 3 event.
- Met with Kim Manning to continue working on feasibility study RFP.
- Worked as guest juror for the College Hill Arts Festival.
- Attended two Lions Club meetings as a guest.
- Joined Lions Club.
- Wrote two letters of recommendation for UNI student.
- Participated in Branding Committee meeting with the Cedar Valley Arts Steering Committee.
- Worked with Sheri on an upcoming grant request from Humanities Iowa.
- Hosted/attended 'Dazzle Hour' event in conjunction with print exhibition.
- Met with Kelly Stern, Angie Hickok and library staff to coordinate letter-writing/pen pal program for late April.
- Worked with Abby Haigh and rep from Leverage Printing to coordinate new partnership and sponsorship relationship.
- Met with Kelly Stern and Mayor Green about reopening relationship with our sister city of Laibin, China (and related programming).

- Met with Dan Lynch and Emily Drennan at First National Bank to review available space for possible off-site art storage.
- Previewed space and worked with staff at Mudd Advertising for rental of their studio in conjunction with the April 3 Cedar Valley Arts Summit.
- Worked with Lysie Maynard of CF Public Schools to continue coordinating the details of the Hearst Visiting Artist Program and the Red House Studio artists.
- Participated in the Cedar Falls Public Library strategic planning meeting.
- Met with Melissa Barber to discuss capital campaign processes, tips.
- Worked with Friends of the Hearst to coordinate volunteers for filmed "commercial" for the Hearst on Channel 15.
- Met with Luann of Spoonin' It with Luann to talk about collaborative programming around cooking and food themes.
- Prepared and presented at Committee of the Whole regarding Hearst 2.0 project and the results of the Hearst Building Visioning Committee's work.
- Began working on letter grade evaluations for Hearst staff.
- Met with Friends of the Hearst sub-committee to brainstorm new, innovative programs to be supported through Friends.
- Coordinated artists from Rutgers and Des Moines for program in early March.
- Continued to work on details of UNI sponsorship for Alumni Studio/Red House Studios.
- Planned for annual strategic planning meeting of the Art and Culture Board and Friends of the Hearst with ACB president; set date and tentative agenda.
- Worked with Emily Drennan to coordinate upcoming exhibition calendar.
- Met with rep from Leverage Printing to discuss new program for fine arts prints of artworks, and to work toward a corporate sponsorship for printing needs.
- Participated in monthly CVASC (Cedar Valley Arts Steering Comm.) planning meeting.
- Coordinated multiple repair/maintenance needs with Matt Buck.
- Reviewed/amended agendas and meeting minutes for Friends, Art and Culture Board and Public Art Committee meetings with Hearst staff liaisons.
- Prepared for and participated in: monthly Public Art Committee meeting, Friends of the Hearst board meeting and Art and Culture Board meeting.
- Worked with Senior Services Coordinator to approve council bills, dailies, timesheets, etc.
- Led weekly staff meetings.

**HIGHLIGHTS from Lea Stewart, Senior Services Coordinator:**

- Updated list of current members on the lobby kiosk.
- Generated a mailing list for the Friends Membership drive mailing.
- Worked on creating budget amendments for the Friends of the Hearst annual budget.
- Answered W2 questions and updated addresses for recent employees.
- Coordinated with organizers of Piano Fundraiser for rehearsals and donations.
- Entered spring classes into MaxGalaxy.
- Confirmed and adjusted hotel reservation information for visiting artists in March.
- Generated invoices for outreach programs.
- Made final travel arrangements for museum conference in May.
- Filed receipts for memberships and donations in secured filing cabinet.

- Formatted, printed and mailed out thank you letters for annual campaign.
- Performed weekly office maintenance.
- Researched invoices, payments, accounts and products as requested by staff.
- Researched and reported info requested at the Friends meeting to board members.
- Prepared agenda and packets and attended board meeting of Friends Group.
- Purchased and maintained stock of office supplies.
- Processed weekly deposits for the Hearst front desk and Friends group checks.
- Handled gift shop transactions and answered customer questions about merchandise.
- Answered questions on the phone and in person about upcoming events & classes.
- Greeted visitors and gave directions to other area attractions.
- Entered council bills, P-card transactions and payroll.
- Processed vendor payments and reimbursement requests.
- Generated invoices and processed payments for North Star.
- Generated reports from AS-400 for staff members as requested.
- Recorded Friends donations and membership dues in Past Perfect.
- Updated the past year comparison report of Friends Memberships.
- Updated the financial report for the Public Art Committee meeting.
- Completed program registrations both in person and over the phone for classes.
- Entered rental contracts into MaxGalaxy and processed payments.
- Made weekly reports on the status of membership and class enrollment.

**HIGHLIGHTS from Emily Drennan, Curator and Registrar:**

- *Proposition; Pressure; Proof* [The Prints of William Kentridge and Phillip Chen, January 24 – March 15, 2020 was on view in the galleries throughout the month.
- Participate in CPR/AED training with staff at Cedar Falls Public Safety with Public Safety Officer Sam Shafer and Captain Tim Smith.
- Attend public meet and greet for visiting artist Margaret Muza at the Black Hawk Hotel as part of a hosting partnership between the Hearst, Community Main Street, and the Black Hawk Hotel.
- Meet with the Cultural Programs Supervisor (CPS) and the Programs Coordinator to develop plans for a gallery installation related to public programming for the late Amy Clampitt, an Iowa-born poet.
- Prepare for and attend a Dazzle Hour event at the Hearst related to the exhibition *Proposition; Pressure; Proof*; adjust lighting and seating for another event on the same evening, More Music in Mae Latta Hall featuring Jim Miller.
- Organize an offsite meeting of the Cedar Falls Public Art Committee; gather materials from outside sources; distribute announcements and materials prior to the meeting; attend the February meeting of the Public Art Committee and serve as staff secretary.
- With the CPS, meet with Dan Lynch of First National Bank on the parkade to investigate secure and safe art storage at that location.
- Meet with graphic artist and UNI professor Soo Hostetler to plan a spring 2020 exhibition of her work.

- Attend the February meeting of the Cedar Falls Art and Culture Board; prepare to answer questions and provide details related PAC projects, Collections Committee meeting schedule, and offsite storage.
- Request bids for framing for an upcoming exhibition.
- Communicate with Cedar Falls Community Schools art teachers and provide timing for the Hearst's annual k-12 exhibition.
- Work with artists to develop upcoming gallery exhibitions; communicate with artists proposing to gift works to exhibit works at the Hearst.
- Work with the Marketing Assistant to create signage, labelling, and publicity materials for exhibitions and related events.
- Develop goals and report accomplishments; attend weekly staff meetings for the Hearst.
- Provide information for use in Hearst brochures and city CURRENTS tabloid.



Muza's portable darkroom



Fresh Muza tintype



Performer Jim Miller's set up



Dazzle Hour casual artmaking



Education Assistant and Ceramics Lab tech paint lab



Gallery view



Kate Brennan Hall illustration



Prep for Dazzle Hour event

**HIGHLIGHTS from Sheri Huber-Otting, Programs Coordinator:**

- Coordinated all aspects of Photography Club Exhibit Reception and hosted event.
- Worked with local student filmmakers for Film Screening of Avengers: Legacy.
- Coordinated with Jim Miller for evening concert, and UNI Lunchtime Concert
- Worked with other event contacts from community to coordinate needs and PR for their events, including Final Thursday and writers' workshops.
- Led Passport to the Arts meeting with local partners.
- Attended Local Food and Film Festival planning meeting with local partners.
- Coordinated meetings of Drawing Club and Ukulele Club.
- Led Hearst Photo Club Meeting.
- Worked six hours setting up for rentals, meetings, and events in February.
- Scheduled for three rehearsals.
- Provided two tours of the Hearst for rentals.
- Wrote one rental contract.
- Wrote up 1 agreement for musician programming
- Coordinated 5 volunteers for a total of 10.75 hours in February.
- Reviewed materials for upcoming events in March and beyond.
- Attended weekly staff meetings.
- Worked more with an additional local filmmaker for an event in February and another in March or beyond.
- Worked more on Summer Brochure events and Fall as well.
- Continued work on the 2020 Passport to the Arts Programming.
- Continued working on a Humanities Iowa Grant for 2020.
- Worked with marketing coordinator to plan for upcoming events.
- Provided goals for 2020 to supervisor.
- Received CPR training from Public Safety.
- Scheduled regular tuning and maintenance for the Steinway.

**HIGHLIGHTS from Angie Hickok, Education Coordinator:**

- Art Day Away Camp on February 28 was FULL.
- Coordinated two 'Empty Bowls' workshops
- Provided staff support (agendas and meeting minutes) to Art and Culture Board.
- Attended meeting with Heather Skeens and Kelly Stern re: programs.
- Saturday Morning classes continued- staffed and assisted with lesson planning and materials.
- Several adult class sessions continued- Potions, Lotions and Bath Bombs, Open Studio Painting, Country Guitar.
- Coordinated with the Cedar Falls Community Center to offer art programs off-site, growing our community engagement.

- Coordinated with Facilities Supervisor, Matt Buck to arrange the deconstruction of the current shelving in our Ceramic Lab, to be replaced by more space efficient shelves.
- Coordinated three birthdays in February and planned two for March- staffed, completed paper work, communicated with parents.
- Attended weekly staff meetings.
- Prepped wall in ceramic lab for new efficient shelving, new shelves.
- Communicated the need for springtime availability to instructors re: open shifts, outreach events.
- Coordinated with Felicia Cass to provide correlating workshop with current exhibition in May to enhance exhibition experience.
- Hired one new instructor, completed paperwork, interview, drug screen etc.
- Coordinated local family fun days with CF community schools to increase our presence with CF families.
- Supervised and delegated duties to Ed Assistant: ordering supplies, organizing classrooms, birthday party activity planning, coordinating outreach C.A.F.E. programs.
- Supervised and delegated duties to Ceramic Lab Tech: ordering supplies, organizing ceramic lab, leading classes, and scheduling.
- Attended CPR training at CF Public Safety along with Hearst instructors and core staff for preparedness in case of cardiac arrest incident with patrons and staff.
- Scheduled instructors for 2 North Star workshops.
- Started planning education programming for summer brochure.

#### HIGHLIGHTS from Abby Haigh, Marketing Assistant

- Coordinated with city graphic designer on projects: Spring 2020 brochure, *The Prints of William Kentridge and Phillip Chen* price list, Passport to the Arts guide, Kate Brennan Hall postcard, Gary Kelley postcard, Student Art postcard, Kim Behm PVC panels, Teen Art Club postcard/flyer, Piano Fundraiser poster/flyer, additional table tent signs, Local Food and Film Festival ad and tintage vouchers.
- Coordinated with Lamar Advertising rep on summer billboard availability.
- Continued to coordinate with Hearst Assistant on flyer/poster delivery.
- Leverage Print – coordinated printing/mailing of spring 2020 brochure.
- Signs by Tomorrow – coordinated the printing of table top signs and Behm PVC panels.
- Coordinated/wrote upcoming IPR ad for Artist Talk.
- Meeting with Leverage Print rep on 2/13 for upcoming sponsorship opportunities.
- Continued to coordinate/compile info from education, events, exhibitions and more for the spring 2020 brochure to send to graphic designer.
- Continued to coordinate all Hearst Center projects with city graphic designer.
- Continued to update the Hearst website as needed, adding images, updates and posts.
- Continued to submit upcoming events/exhibitions/education for 365 online calendars.
- Errands: Signs by Tomorrow (table top signs) and city hall (mail).
- Continued to fill in at the front desk for lunch breaks, absences and breaks.
- Continued to coordinate with Communications Specialist for City of Cedar Falls Hearst info/photos for City of Cedar Falls blog and social media postings.

- Mail Chimp: created content/graphics /added email subscriptions for Tintype Workshop, Cedar Falls Student Art Invite and March E-News.
- E-News: 1, 143 subscribers, 1,250 contacts
- Facebook Engagement: 37,207 views
- Facebook Page Likes: 2,018
- Facebook Ad Reach: 873 (Spring Break Camp and Teen Art Club)
- Facebook Followers: 2,095
- Facebook Event Listings: 11
- Instagram Followers: 408
- Created content/graphics/posts for all social media.
- Facebook Ads – 2 (Spring Break Camp and Teen Art Club)
- Press Releases: 2 (Tintype Workshop, Piano Fundraiser and Red House Studios)
- Print Ads –3 (Little Village Ad, Piano Fundraiser and Red House Studios in Courier)

Respectfully submitted,



Heather Skeens, Cultural Programs Supervisor  
Hearst Center for the Arts

Hearst Center for the Arts Activity Report - Cultural Division FY20

	July FY20	July FY19	Aug. FY20	Aug. FY19	Sept. FY20	Sept. FY19	Oct. FY20	Oct. FY19	Nov. FY20	Nov. FY19	Dec. FY20	Dec. FY19	Jan. FY20	Jan. FY19	Feb. FY20	Feb. FY19
<b>ATTENDANCE</b>																
# of Days Open to Public	27	27	30	28	25	26	27	26	24	24	24	23	27	25	25	23
Door Counter	2420	2579	2359	1743	1544	1195	1936	2584	1431	2014	1234	1197	1633	1673	1695	1831
Sculpture Garden (est.)	375	375	350	350	300	300	250	250	200	200	200	200	200	200	200	200
Average visits per day	103.52	109.41	90.30	74.75	73.76	57.50	80.96	107.08	67.96	92.25	59.75	60.74	67.89	74.92	75.80	88.3
<b>VISIT PURPOSE</b>																
Exhibition (walk-in)	365	313	318	347	256	184	339	248	211	343	242	244	177	220	201	196
Exhibition Receptions	0	142	15	101	67	49	63	74	94	44	0	37	43	0	49	92
Meetings	34	40	32	65	16	40	49	69	44	51	39	106	73	117	24	52
Youth Classes	0	64	0	16	177	140	368	375	11	62	0	0	368	375	335	354
Adult Classes	174	59	34	29	85	45	104	76	41	30	35	22	111	160	135	153
Messy Mornings	0	0	0	0	78	67	119	85	72	49	39	60	93	73	80	54
Camps	909	918	989	448	38	25	0	0	66	40	0	0	0	0	73	30
Birthday Parties	34	65	43	84	0	62	59	45	0	0	29	73	29	16	104	53
Workshops	26	17	25	0	13	11	0	79	0	25	17	24	52	24	36	0
Tours	90	89	0	0	0	0	49	110	4	0	0	0	0	0	0	10
Rentals	35	134	187	0	98	84	114	34	73	41	53	85	48	17	17	115
Ceramics Lab	40	18	34	16	21	15	33	21	30	11	41	25	36	10	41	32
Public Programs	228	151	145	140	174	304	230	664	137	276	161	252	241	373	275	157
Thursday Painters	86	99	98	130	80	86	89	67	69	97	75	99	87	100	74	66
Volunteers / # of hours	7/23	13/22.75	8/14	3/5.5	6/17.25	5/26.75	5/10.5	5/53	5/24	5/37	3/17	2/4.25	5/10.75	3/12	6/14.5	6/36
Other	134	577	151	367	90	94	71	776	306	945	261	170	60	188	32	467
<b>SERVICES OFFERED</b>																
Youth Classes	0	3	0	1	2	13	5	5	4	4	0	0	4	11	4	3
Adult Classes	10	13	3	2	10	4	13	16	5	3	4	2	11	14	16	12
Rentals (inc. recitals, etc.)	1	3	7	0	3	4	6	1	3	1	1	1	4	1	1	4
Community Group Mtgs	2	11	6	14	7	12	6	12	6	8	5	2	6	5	6	5
Messy Mornings	0	0	0	0	4	4	5	5	3	4	3	3	4	3	4	4
Camps	10	10	3	5	1	1	0	0	1	1	0	0	0	0	1	1
Birthday Parties	1	2	1	2	0	2	2	1	0	0	1	2	1	2	3	2
Workshops	3	1	1	0	1	1	0	0	1	1	1	1	1	3	3	0
Tours	3	3	0	0	0	0	2	2	1	0	0	0	0	0	0	1
Public Programs	4	6	6	7	7	14	8	9	7	7	9	8	7	12	7	5
Thursday Painters	4	4	5	5	4	4	5	4	3	4	4	4	5	5	4	4
Exhibition Receptions	0	1	1	1	1	1	1	1	2	1	0	1	1	0	1	1
<b>DIGITAL TRAFFIC</b>																
E-News Subscriptions	1165	1305	1160	1299	1161	1266	1156	1266	1148	1254	1238	1233	1143	1220	1143	1206
Facebook Views	20773	23142	24078	16516	21945	17770	27295	24260	23335	18076	24761	14211	27866	34260	37207	21823
Facebook Followers	1974	1643	1978	1659	1993	1673	2011	1696	2024	1705	2039	1714	2055	1760	2095	1791
Facebook Event Listings	8	6	8	6	7	11	8	8	8	8	6	8	7	11	11	7
<b>OFFSITE SERVICES</b>																
Offsite Educ. Encounters	206	152	237	315	322	415	193	611	0	112	215	463	0	0	TBA	216
Offsite Educ. Programs	4	4	3	4	4	4	2	7	0	2	2	2	0	0	2	1
Community Committee Mtgs	2	2	2	3	2	3	3	4	6	3	4	1	4	5	4	2
<b>MEMBERSHIPS</b>																
Total Friends Memberships	227	182	229	224	228	234	233	240	223	228		232	276	222	276	231
New/Renewed this month	6	0	22	44	7	11	29	29	15	20	95	23	22	15	22	20
<b>PRESS</b>																
Newspaper	0	1	0	1	1	1	0	2	1	0	0	1	1	0	2	0
Radio, interviews, ads	1	1	1	2	1	1	0	2	2	2	1	0	0	0	0	0
Press Releases	2	1	1	2	1	1	1	2	1	1	0	1	2	4	2	1
Ads, other (FB ads, etc.)	0	2	1	1	2	0	1	13	1	0	1	0	3	0	5	1



**ENGINEERING DIVISION  
PROJECT MONTHLY REPORT - February 2020**

<b>Project</b>	<b>Description</b>	<b>Status</b>	<b>Budget</b>	<b>Contractor/ Developer</b>
2018 Street Construction	Street Repair	Punch List Remains	\$4,700,000	Engineering Division PCI
2019 Bridge Maintenance Project	Bridge Maintenance	Final Out	\$310,000	Engineering Division Foth PCI
2019 Permeable Alley	Storm Water	Punch List Remains	\$260,000	Engineering Division Bentons
2019 Sidewalk Assessment	Sidewalks	Final Out Remains	\$155,170.41	Engineering Division
2019 Street Construction	Street Repair	Punch List Remains	\$4,800,000	Engineering Division PCI
2020 Sidewalk Assessment	Sidewalks	Design/Notices	TBD	Engineering Division
2020 Street Constrcution	Street Repair	Design Underway	TBD	Engineering Division
Campus Street Box Culvert	Box Culvert	Punch List Remains	\$320,000	Engineering Division PCI
Cedar Heights Drive Reconstruction	Street Repair	Design	\$6,000,000	Snyder
Cedar River Whitewater Recreation	Recreation	RFP for Consultant	\$50,000	Engineering Division
Center Street Trail	Trails	Final Out Remains	\$450,000	Engineering Division Cunningham Construction
Downtown Levee Improvements	Flood Protection Raise Levee to 500 Year	Construction Underway	\$11,800,000	Engineering Division AECOM / IBC
Dry Run Creek Sanitary Sewer Phase II	Sanitary Sewer	Final Out	\$3,800,000	Engineering Division SM Hentges
Greenhill Road Extension	New Street Construction	Final Out Remains	\$5,100,000	Engineering Division AECOM
Highway 58 Corridor Study	Study and Design Greenhill Road to HWY 20	Construction Underway	\$2,500,000	IDOT/AECOM Engineering Division
South Main Parking Lot	New Parking Lot Construciton	Punch List Remains	\$160,000	Engineering Division / Snyder & Cunningham
University Avenue - Phase I	Reconstruction	Final Out Remains	\$14,500,000	Engineering Division Foth
University Avenue - Phase II	Reconstruction	Final Out Remains	\$13,632,000	Engineering Division Foth PCI

**ENGINEERING DIVISION  
SUBDIVISION MONTHLY REPORT - February 2020**

<b><i>Project Title</i></b>	<b><i>Description</i></b>	<b><i>Status</i></b>	<b><i>Budget</i></b>	<b><i>Contractor/ Developer</i></b>
<b>Autumn Ridge 8th Addition</b>	New Subdivision	Approved	-----	BNKD Inc. Shoff Engineering
<b>Autumn Villages Phase II &amp; III</b>	New Subdivision	Approved	-----	CGA
<b>Gateway Business Park</b>	New Subdivision	Approved	-----	Shive Hattery Baker Construction
<b>Greenhill Village Townhomes II</b>	New Subdivision	Under Review	-----	CGA
<b>Greenhill Village Estates</b>	New Subdivision	Under Review	-----	Nelson Contruction & Development
<b>McMahill Plat</b>	New Subdivision	Final Out Remains	-----	Cedar Falls Schools Hall and Hall
<b>Panther West II - 1st Addtion</b>	New Subdivision	Preliminary Plat	-----	CGA
<b>Park Ridge Estates</b>	New Subdivision	Approved	-----	Brian Wingert CGA
<b>Pheasant Hollow 7th Addtion</b>	New Subdivision	Under Review	-----	CGA
<b>Prairie Winds 4th Addition</b>	New Subdivision	Final Out Remains	-----	Brian Wingert CGA
<b>Prairie Winds 5th Addition</b>	New Subdivision	Construction Underway	-----	Brian Wingert CGA
<b>River Place Addition</b>	New Subdivision	Construction Underway	-----	Kittrell/AECOM
<b>Sands Addition</b>	New Subdivision	Approved	-----	Jim Sands/VJ
<b>The Arbors Fourth Addition</b>	New Subdivision	Construction Underway	-----	Skogman/CGA
<b>The Terraces at West Glen, new Aldaya West Campus</b>	New Subdivision	Construction Underway	-----	New Aldaya/Fehr Graham

**ENGINEERING DIVISION  
COMMERCIAL CONSTRUCTION MONTHLY REPORT - February 2020**

<i>Project</i>	<i>Description</i>	<i>SWPPP Status</i>	<i>Detention Calcs Status</i>	<i>Developer/ Engineer</i>	<i>Project Status</i>
200 West 1st Street	200 W. 1st Street	Approved	Approved	Arabella, LLC	Active
422 Main St Driveway Relocation	422 Main St	Approved	-----	Fehr Graham Engineering	Completed
918 Viking Road	918 Viking Road	Under Review	Approved	Final Out Remains	Active
924 Viking Road	924 Viking Road	Approved	Approved	Dahlstrom/CGA	Active
Air King Filtration	2800 Technology	Under Review	Approved	Punch List Remains	Active
Airgas Parking Lot Addition	407 Performance Drive	Approved	-----	Cardinal Construction	Active
Aldrich Elementary School	2526 Ashworth Drive	Approved	Approved	Larson Construction	Active
Ashley Furniture	2615 Capital Way	Approved	Approved	Claassen Engineering	Completed
Bethany Bible Church	4507 Rownd Street	Seed Stabilization	Approved	VJ Engineering	Completed
Brookside Veterinary Hospital	9305 University Avenue	Approved	-----	Magee Construction Company	Completed
Buckeye Corrugated	2900 Capital Way	Approved	Approved	Fehr Graham Engineering	Active
Cedar Falls Lutheran Home for Aged	7501 University Avenue 1A & 2B	Approved	-----	Peters Construction	Completed
Cedar Valley Chamber of Commerce	310 E 4th Street	Approved	-----	Koch Construction	Completed, Final stabilization in
Cedar Valley Veterinary Clinic	1703 State Street	Approved	Approved	Lehman Trucking & Excavating	Completed
Cedarloo Park Parking Lot	4418 University Avenue	Approved	-----	City of Cedar Falls	?
CFU Building Addition	1 Utility Parkway	Approved		Punch List Remains	Active
City of Cedar Falls	3626 W. 12th Street	Approved	-----	Peters Construction	Completed
College Square Apartments	925 Maplewood Drive	Seed Stabilization	Approved	Confluence	Completed
Community Foundation	3117 Greenhill Circle	Seed Stabilization	Approved	Peters Construction	Completed
Community Motors	4617 University Avenue	Seed Stabilization	Approved	Holland Engineering	Completed
Deere and Company	6725 Cedar Heights Drive	Seed Stabilization	-----	Peters Construction	Completed
Fager Properties LLC	3123 Big Woods Road	Approved	-----	Punch List Remains	Active
Fareway Stores	4500 S. Main Street	Approved	Approved	Fareway Stores/ Snyder & Associates, Inc.	Hydro mulched, Need final stabilization
Greenhill Fountains - Ph. II	5307 Caraway Lane	Approved	Approved	Hall & Hall	Active
Hampton Inn	101 W. 1st Street	Approved	Approved	VJ Engineering	Active
Hanna Park Lot 5	Under Construction	Approved	Approved	Shoff Engineering	Active
Hennessey Dentistry (Building	9219 University Avenue	Approved	Approved	VJ Engineering	Active
Henry Property (Fleet Farm Store	Ridgeway Ave.	Approved	Approved	Henry Property/Bayer Baker	Active
Hertz Farm Building Renovation	6314 Chancellor Drive	Approved	Approved	Peters Construction	Active
Hilton Garden Addition	5540 Nordic Drive	Approved	Approved	VJ Engineering	Active
Holiday Inn	7400 Hudson Rd	Approved	Approved	Shive Hattery	Active
Immanuel Lutheran Church	4820 Oster Pkwy	Under Review	Under Review	ISG	Hold by Planning
Jacobson Parking Areas	411 Clay Street	Approved	Approved	Peters Construction	Completed
JC Enterprises Building Addition	1910 Center Street	Approved	-----	JC Enterprises	Completed
JC Enterprises Parking Lot	1910 Center Street	Approved	-----	JC Enterprises	Completed
John Deere PEC	John Deere PEC	Under Construction	Approved	John Deere/Bolten Menk	Active
Kohl's Parking Lot	5911 University Ave. Suite	Approved	-----	Kimley Horn & Associates, Inc.	Completed
Lot 5 West Viking Road	3201 Venture Way	Approved	Approved	Skogman/CGA	Active
Martin Bros. Marketing Center (Building Addition & Parking	6623 Chancellor Drive	Approved	Approved	Fehr Graham Engineering	Active
N. Cedar Elementary School		Approved	Approved	Brain Engineering	
North Elementary School	2419 Fern Avenue	Approved	-----	Cardinal Construction	Active

**ENGINEERING DIVISION  
COMMERCIAL CONSTRUCTION MONTHLY REPORT - February 2020**

<b>Project</b>	<b>Description</b>	<b>SWPPP Status</b>	<b>Detention Calcs Status</b>	<b>Developer/ Engineer</b>	<b>Project Status</b>
<b>Orchard Elementary</b>	3909 Rownd Street	Approved	Approved	Brain Engineering	Active
<b>Owen5 Construction Facility</b>	Lot 16 Northern CF	Approved	Approved	ISG	Hold by Planning
<b>Panther Office Addition</b>	616 Clay Street	Approved	-----	Dollys Rental	Active
<b>Panther Travel Center/Dairy</b>	1525 W Ridgeway	Approved	Approved	Fehr Graham Engineering	Active
<b>Public Safety Building</b>	4600 S. Main Street	Approved	Approved	CGA/Peters Construction	Active
<b>Rabo Agrifinance</b>	1402 Technology Pkwy.	Approved	Under Review	Fehr Graham Engineering	Active
<b>Raising Cane's</b>	201 Viking Plaza Drive	Approved	-----	Cheever Construction/CGA	Active
<b>Redeemer Church</b>	815 Orchard Drive	Approved	Approved	VJ Engineering	Active
<b>River Place MU II</b>	122 E. 2nd Street	Approved	Approved	AECOM	Active
<b>Slumberland (Building Addition</b>	6607 University Avenue	Approved	Approved	Fehr Graham Engineering	Completed
<b>Standard Distributing Co.</b>	317 Savannah Park Road	Approved	Approved	Casady Engineering, Inc.	Active
<b>Standard Distribution</b>	1225 Rail Way	Approved	Approved	Fred Rose, LLC	Active
<b>State Street Mixed Use LC</b>	200 E. 2nd Street	Approved	-----	Benton Sand & Gravel Inc.	Active

**DEPARTMENT OF PUBLIC WORKS  
OPERATIONS & MAINTENANCE DIVISION  
PARKS/CEMETERY/GOLF SECTION  
MONTHLY REPORT FOR FEBRUARY 2020**

## PARK

- Performed routine cleanup duties at Paw Park.
- Performed routine restroom stocking duties.
- Snow removal and salting City facilities after snow fall events.
- Assisted Arborist crew with ash removals at Pheasant Ridge golf course.
- Removed snow at Tourist Park to prepare for disc golf tournament.
- Repaired and re-installed bench on the parkade that was damaged by a vehicle.
- Repaired the chain link fence at Pheasant Ridge that was damaged by a vehicle.
- Removed 2 damaged tree grates from college hill for repair.
- Removed 2 damaged bike racks from college hill for repair.
- Fixed a water leak at the Pro Shop that was damaged due to freezing.
- Removed and stored the Christmas tree sculpture from Peter Melendy Park at 606 Union Rd.
- Built protective cages for trees to be planted at Pheasant Ridge golf course in the spring.
- Installed a ramp on the garden shed at the Hearst Center.

## ARBORIST

- Ash Street trees removals. (31)
- Pheasant Ridge Golf Course. (190)
- Other street tree removals. (5 total)
- Routine trimming and hanger removal locations. (5)
- Snow removal operations throughout the month.

## CEMETERY

- Worked with Greg Rekward to construct a crate to send a monument stone back to its rightful owner in Canada.
- Routine Cleaning of shop and equipment.
- Trimmed trees at all three cemeteries for clearance for mowers.

**DEPARTMENT OF PUBLIC WORKS  
CEMETERY SECTION  
MONTHLY REPORT**

FOR THE MONTH OF:	<u>February</u>	Year	<u>2020</u>
<b>Interments:</b>			
	<b>Greenwood</b>		<u>3</u>
	<b>Fairview</b>		<u>2</u>
	<b>Hillside</b>		<u>1</u>
<b>Disinterment:</b>			
<b>Spaces Sold:</b>			
	<b>Greenwood</b>		<u>5</u>
	<b>Fairview</b>		<u>2</u>
	<b>Hillside</b>		<u>-</u>
<b>Services:</b>			
	<b>Cremations</b>		<u>-</u>
	<b>Saturday</b>		<u>-</u>
	<b>Less than 8 hrs. notice</b>		<u>-</u>
	<b>After 3:00p.m.</b>		<u>-</u>
<hr style="border-top: 1px dashed black;"/>			
<b>Receipts:</b>			
<b>Prepetual Care</b>	<b>Greenwood</b>		<u>\$ 800.00</u>
	<b>Fairview</b>		<u>\$ 320.00</u>
	<b>Hillside</b>		<u>\$ -</u>
	<b>Burial Permits</b>		<u>\$ 4,500.00</u>
	<b>Lot Sales</b>		<u>\$ 4,480.00</u>
	<b>Marker permits</b>		<u>\$ -</u>
	<b>Deed Transfers</b>		<u>\$ -</u>
<b>Total Receipts:</b>			<u><u>\$ 10,100.00</u></u>

**DEPARTMENT OF PUBLIC WORKS  
OPERATIONS & MAINTENANCE DIVISION  
REFUSE SECTION  
MONTHLY REPORT FOR FEBRUARY 2020**

**RESIDENTIAL SOLID WASTE COLLECTION**

The automated units collected a total of 500.58 tons of solid waste during the month of February. The 122 loads required 304.50 man-hours to complete, equating to 1.64 tons per man-hour. The automated units used 1,134.48 gallons of low sulfur diesel fuel during the month.

**PARKS GARBAGE ROUTE**

The automated park garbage truck collected a total of 0.76 tons of solid waste during the month. The 4 loads required 32.00 man-hours to complete, equating to 0.02 tons per man-hour. The automated unit used 25.73 gallons of low sulfur diesel fuel during the month.

**CONTAINER ROUTE**

The container route crew collected Twenty (20) loads of refuse for the month. The containers totaled 33.52 tons and required 112.00 man-hours to complete. This operation yielded 0.30 tons per man-hour. The semi-automated collection totaled 9.05 tons and required 47.00 man-hours to complete. This operation yielded 0.19 tons per man-hour.

The total number of February container dumps was 599. Seventeen percent (17.20%) or 103 of these dumps, were for non-revenue bearing accounts.

The container route truck used 212.92 gallons of low sulfur diesel fuel during the month.

**LARGE ITEM COLLECTION**

Refuse personnel made 62 large item stops during the month and collected 3.25 tons. This required 27.50 man-hours to complete and equates to 0.12 tons per man-hour. Seventeen (17) Appliances and Four (4) Televisions were collected this month.

**RESIDENTIAL YARD WASTE COLLECTION**

Refuse crews collected 0.16 tons of yard waste curbside this month. The 2 loads required 3.00 man-hours to complete, equating to 0.14 tons per man-hour.

There are currently 7,892 yard waste accounts throughout the city.

3 yard waste carts were picked up this month.

The Automated yard waste collection trucks used 45.11 gallons of low sulfur diesel fuel during the month.

**TRANSFER STATION SOLID WASTE**

The Transfer Station's trucks hauled 59 loads of solid waste to the Black Hawk County Landfill totaling 786.79 tons.

The Transfer Station accepted 239.63 tons of commercial and residential solid waste this month.

198 appliances, 499 tires, 141 television sets, and 26 computer monitors were received at the Transfer Station for the month.

Fifteen (15) Bag Tags and 159 Tree Tags were purchased this month.

The Transfer Station's trucks used a total of 533.23 gallons of low sulfur diesel fuel during the month.

**TRANSFER STATION YARD WASTE**

The Transfer Station's did not haul any loads of yard waste to the Black Hawk County Landfill. All loads were taken to the Compost Facility.

The Transfer Station accepted 0.26 tons of commercial and residential yard waste this month.

Refuse crews hauled 0.14 tons of yard waste to the Compost Facility this month.

**RECYCLING CENTER (Drop off site located at 1524 State Street)**

The recycling center received the following approximate quantities during the month of February:

Tin (Baled)	5.64 tons
Plastic (non-baled)	0.00 tons
Plastic (Baled)	8.75 tons
Cardboard (non-baled)	0.00 tons
Cardboard (Baled)	43.45
Newspaper/Magazines (non-baled)	0.00 tons
Newspaper/Magazines (Baled)	25.61 tons
Phone Books	
Books/Flyers	
Office Paper	3.82 tons
Plastic Bags	0.68 tons
Styrofoam	0.00 tons
Other Items Recycled for the month	
Appliances	14.69 tons
E-Waste	3.37 tons
Glass	48.40 tons
Scrap Metal	14.12 tons
Shingles	0.19 tons
Tires	0.68 tons

Revenue generated by the Recycling Center for February was \$1,041.20.



**UNI RECYCLING SUBSTATION**

The UNI Recycling Substation received the following quantities of recyclables for the month of February.

Plastics #1-7	2.77 tons
Cardboard	8.31 tons
Newspaper	4.84 tons
Tin	0.84 tons
Glass	2.08 tons
Plastic Bags	0.33 tons
Office Paper	1.75 tons
Styrofoam	0.20 tons
<b>Total</b>	<b>21.12 tons</b>

**FAREWAY RECYCLING SUBSTATION**

The Fareway Recycling Substation received the following quantities of recyclables for the month of February.

Plastic #1-7	4.84 tons
Cardboard	14.14 tons
Newspaper	7.14 tons
Tin	0.97 tons
Glass	2.56 tons
<b>Total</b>	<b>29.64 tons</b>

**GREENHILL VILLAGE RECYCLING SUBSTATION**

The Greenhill Village Recycling Substation received the following quantities of recyclables for the month of February.

Plastic #1-7:	2.74 tons
Cardboard	14.25 tons
Newspaper	3.72 tons
Office Paper	0.80 tons
Plastic Bags	0.00 tons
Tin	1.97 tons
Glass	1.97 tons
Styrofoam	2.32 tons
<b>Total</b>	<b>26.00 tons</b>

**Orchard Hill Church Recycling Substation**

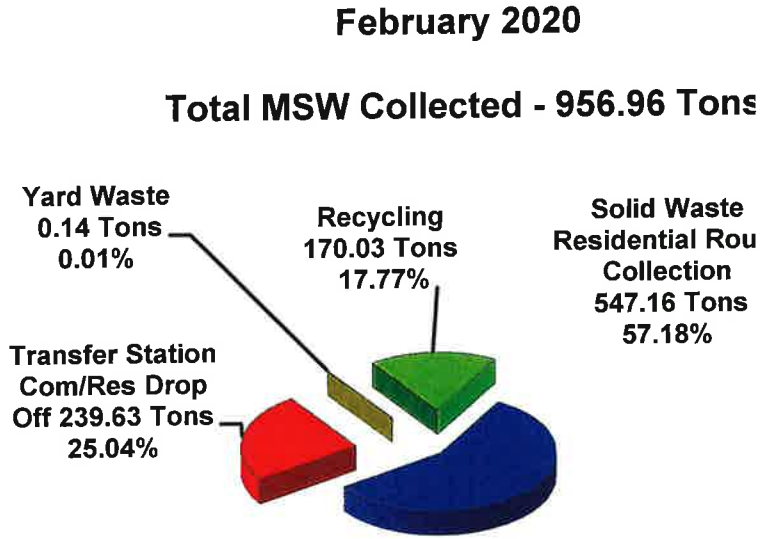
The Orchard Hill Church Recycling Substation received the following quantities of recyclables for the month of February.

Plastic #1-7:	1.47 tons
Cardboard	4.26 tons
Newspaper	1.64 tons
Office Paper	0.00 tons
Plastic Bags	0.00 tons
Tin	0.00 tons
Glass	0.00 tons
Styrofoam	0.08 tons
<b>Total</b>	<b>7.45 tons</b>

**MONTHLY TOTALS**

Municipal Solid Waste figures for the City of Cedar Falls:

The total waste collected by the City of Cedar Falls and hauled to the Black Hawk County Landfill, and to City Carton including Solid Waste, Yard Waste, and Recycling was 956.96 tons. The following pie chart is a representation of the Municipal Solid Waste figures for the month of February 2020 for the City of Cedar Falls.



**MISCELLANEOUS TASKS**

Refuse and yard waste carts were exchanged and repaired as needed.

Equipment was cleaned on a weekly basis.

Refuse employees received Emergency Response and Remedial Action Plan training this month.

**DEPARTMENT OF PUBLIC WORKS  
OPERATION & MAINTENANCE DIVISION  
STREET SECTION  
MONTHLY REPORT FOR FEBURARY 2020**

**COMPOST FACILITY**

- The seasonal compost facility was randomly monitored on a daily basis.
- Unacceptable & undesirable materials dropped off by visitors at the compost facility were removed whenever encountered.

**OUTSIDE SECTION ASSISTANCE**

- Provided assistance in the fleet maintenance facility.
- Assisted with solid waste and yard waste collection.
- Provided assistance with EAB tree removal.
- Assisted fleet maintenance with servicing our small engines for the upcoming construction season.

**STREET & ALLEY MAINTENANCE**

- Potholes were filled with asphalt cold mix.

**ICE & SNOW CONTROL**

- Responded to multiple light snow & ice events by plowing and applying de-icing materials to roadways based on established policies.
- Received and stock piled 1000 tons of road salt, which replenished our supply

**MISCELLANEOUS TASKS**

- Cleared brush and debris from multiple locations by hand.
- Cleaned brush away from the northern Q-net with the forestry head.
- Removed Beaver Dam in multiple locations along dry run creek.
- Began reshaping the creek at Greenhill Rd and Highway 58 to improve the flow into the box structure.
- Cleaned the drains and cleared the sewer lines of debris in the truck storage building.
- Cross trained a newer employee on automated refuse collection.
- Started maintenance on our barrels and barricades, replacing reflective tape and taking inventory.
- Constructed shelving in the material storage building at 1500 Bluff St to store UV sensitive pipe.
- Cleared brush from roadside ditches. (Lake St, N. Union Rd)
- Cleared brush and debris from dry run creek along Bergstrom Blvd.

**PUBLIC WORKS DEPARTMENT  
OPERATIONS AND MAINTENANCE DIVISION  
TRAFFIC OPERATIONS SECTION  
MONTHLY REPORT FOR FEBRUARY 2020**

- 32 traffic control signs were repaired.
- Made 39 labels for various applications.
- Fabricated 15 signs for various applications.
- Traffic operations completed 2 One Call utility locates.
- Completed 13 minor repairs or upgrades to different signalized intersections.
- Traffic personnel assisted building maintenance with 3 minor projects.
- Traffic personnel assisted in 1 snow plow/removal event.
- Responded to 2 signal in flash calls. Repairs were made and returned to normal operation.
- Responded to a dark intersection failure. Repairs were made and returned to normal operation.
- Repaired a traffic signal pole at 2<sup>nd</sup> and Main St that was knocked down by a semi-truck.
- Repaired a permanent receptacle on downtown Main Street.
- Replaced 40 faded/deteriorated signs in the down town district and on W Lone Tree Rd.
- Installed and removed 64 signs for the new parking pay stations in city lots.
- Finished annual MMU and conflict monitor testing.
- A local contractor installed 17 supplemental traffic signals throughout town. These signals will aid in visibility and are part of current MUTCD compliance.
- Assisted a contractor on getting the emergency vehicle pre-emption operational on the 58/Viking corridor.
- Completed and sent out bid packets for annual pavement marking contract.
- Assisted the building maintenance section in a large lighting upgrade at the Rec Center.

**DEPARTMENT OF PUBLIC WORKS  
OPERATIONS & MAINTENANCE DIVISION  
FLEET MAINTENANCE SECTION  
MONTHLY REPORT FOR FEBURARY 2020**

The Fleet Maintenance Section processed 133 work orders during the month of February 3 of them were either sent out or done by staff from other sections.

1,010 transactions were recorded through the City's fuel dispensing sites. The Usage was as follows:

6,184.832 Gallons of Ethanol

5,723.122 Gallons of low sulfur diesel fuel

The total amount of fuel pumped for the month of February was 11,907.954 Gallons.

Routine service and repairs were conducted throughout the month on the City's fleet. Following is a list of significant repairs performed on equipment.

**Street Section**

20194: Serviced and replaced broken exhaust.

2085: Replaced faulty brake master cylinder.

242: Replaced air dyer.

247: Replaced rear brakes and front leaf springs.

265: Replaced auger bearing and feedback sensor.

267: Replaced pin in left front clevis.

275: Replaced main pressure hydraulic hose and right rear brake chamber.

277: Replaced water pump.

278: Replaced radiator.

**Refuse Section**

3050: Replaced the main pack cylinder in the transfer station.

3053: Replaced faulty heat clamps.

321: Repaired coolant leak air compressor hose from pump to tank.

340: Replaced Nox sensor and flushed transmission.

341: Replaced front brakes and repaired hydraulic leak on dump arm.

342: Replaced rear leaf springs.

348: Repaired PTO power wire that was shorted to ground.

373: Completed new vehicle install and put into service.

**Water Reclamation**

403: Replaced locked up front u joint.

**Parks/Cemetery/Rec Section**

- 2123: Replaced front and rear brake pads and rotors.
- 2137: Replaced front brake pads and rotors and replaced rear tires.
- 2151: Replaced brake light switch.
- 2182: Replaced hand throttle cable for engine.
- 2196: Replaced chipper drum, knives, cutter bar, drive belt and pulley.
- 2199: Replaced broom, broom bearing, installed new broom stand and serviced.
- 2332: Replaced front and rear brakes.

**Fire Division**

- FD502: Repaired damaged exhaust pipe.
- FD521: Repaired at Witham's for transmission leak.
- FD561: Replaced fuel pickup sock with new.

**Police Division**

- PD09: Replaced fuel pump module.
- PD12: Replaced all four tires.
- PD14: Replaced faulty spark plugs and battery.
- PD15: Replaced front brakes.
- PD18: Replaced all four tires and fuel neck.
- PD21: Replaced bank 2 sensor 2 oxygen sensor.

**PUBLIC WORKS DEPARTMENT  
OPERATIONS AND MAINTENANCE DIVISION  
PUBLIC BUILDINGS  
MONTHLY REPORT FOR FEBRUARY 2020**

CITY HALL

- Completed cleaning inspections of facility.
- Completed pest control services.
- Completed recycling services.
- Replaced dirty HVAC filters.
- Tested emergency generator.
- Tested elevator fire operation.
- Replaced bad light ballasts.
- Replaced bad light bulbs.
- Refilled ice melt containers.
- Delivered janitorial supplies.
- Replaced drinking fountain water filter.
- Cleaned condensate drain on heat pump.
- Replaced US flag.

COMMUNITY CENTER

- Completed cleaning inspections of facility.
- Completed pest control services.
- Replaced dirty HVAC filters.
- Replaced bad light bulbs and ballasts.
- Delivered janitorial supplies.

HEARST CENTER

- Completed cleaning inspections of facility.
- Completed recycling services.
- Replaced dirty HVAC filters.
- Replaced bad light bulbs and ballasts.
- Delivered janitorial supplies.
- Refilled ice melt containers.
- Removed built in shelving in ceramics room.

LIBRARY

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Tested elevator fire operation.
- Reviewed building automation systems to verify proper operation of systems.
- Replaced light bulbs.
- Replaced light ballasts.
- Replaced dirty HVAC filters.
- Refilled ice melt containers.
- Cleaned out Energy Recovery air handler to remove any potential dust allergens.
- Removed old electronics and moved to recycling at Transfer Station.
- Repaired drain line in women's restroom.

PHEASANT RIDGE

- Repaired leak on drain HVAC condensate drain line.
- Replaced shut off leaking under hand wash sink.
- Replaced door stops on restroom doors.

PUBLIC SAFETY

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Tested elevator fire operation.
- Refilled ice melt containers.
- Worked with contractors and building officials to determine cause of heating issue in Directors office and water in storage areas.
- Reviewed building automation systems to verify proper operation of systems.
- Insulated between ceiling and top of wall in gear rooms.
- Began caulking of saw joints in basement floor.
- Installed several door stops.
- Mirrors were installed by contractor in locker rooms.
- Mounted FD and PD logos above duty bag dividers.
- Removed old makings from sally port shelving.
- Installed vinyl labels on 20 gun lockers and holding cells.
- Troubleshoot radio system balancing with contractor and made adjustments.
- Replaced US flag.



## PUBLIC WORKS

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Tested emergency generator.
- Replaced dirty HVAC filters.
- Reviewed building automation systems to verify proper operation of systems.
- Replaced bad light bulbs.
- Replaced bad light ballasts.
- Delivered janitorial supplies.
- Cleaned restrooms at 1500 Bluff and restocked supplies.
- Refilled ice melt containers.
- Modified threshold on training room exterior door to allow it to open easier.
- Met with CFU several times to determine where new gas line could enter into building.
- Fire sprinkler system at Recycling Center was tested by contractor.
- Replaced faulty thermostat on Transfer Station furnace.

## RECREATION CENTER

- Completed cleaning inspections of facility.
- Completed recycling services.
- Completed pest control services.
- Delivered janitorial supplies.
- Reviewed building automation systems to verify proper operation of systems and schedules.
- Replaced bad light bulbs and ballasts.
- Refilled ice melt containers.
- Troubleshoot steam room operation and completed after hours repair of timer and room sensor in women's locker room
- Replaced stained ceiling tiles.
- Removed all original light fixtures in hallways and loft and installed new LED light fixtures and fans.
- Worked with contractor to set up and tear down scaffolding needed for lighting upgrade.
- Installed new water fountain outside racquetball courts.
- Completed high dusting of hallways with man lift.
- Replaced defective coupler on 6" drain pipe in basement.
- Cleaned vinyl protector on bottom of walls in exercise room.
- Buffed gym floor.
- Installed floor wire track system in meeting room.
- Reviewed locker room remodel plans and gave change recommendations.
- Installed new LED light panels in fitness office.

- Cleaned and treated floor drains in locker rooms, steam rooms and sauna.
- Installed coat rack in hallway for cycling classes.
- Installed gym wipes dispenser in Multi Purpose room.
- Contractor completed annual inspection of fire sprinkler system.

### VISITORS CENTER

- Completed cleaning inspection of facility.
- Completed pest control services.
- Completed recycling services.
- Replaced bad light bulbs.
- Delivered janitorial supplies.
- Refilled ice melt containers.
- Repaired overhead door to front desk.

DEPARTMENT OF PUBLIC WORKS  
WATER RECLAMATION / SEWER DIVISION  
MONTHLY REPORT - FEBRUARY 2020

PLANT OPERATIONS

Plant performance was very good for the month of February. All permit requirements were met for the month.

PROJECTS

The annual biosolids report was filed in February. This report is required to be submitted to the USEPA and IDNR annually by February 19<sup>th</sup>. Updates to the WRF *Biosolids Land Application Plan* were completed as well.

Engineering staff has been working on the easement acquisition for the Oak Park Sanitary Sewer Improvements project. These are needed to move forward with design and have been delayed. This project may not be completed until 2021 due to these delays.

INDUSTRIAL PRETREATMENT

The annual Pretreatment Report was submitted to the Iowa DNR as required. Only one non-compliance violation was noted for 2019. This was a minor violation for a late application fee from a local industry.

BIOSOLIDS

We cycled just 235,000 gallons of liquid biosolids out of the plant to local area farm fields in February. An additional 171,000 gallons were processed and dried for disposal later.

There were 1.4 tons of inorganic materials hauled to the landfill during February.

SANITARY SEWER COLLECTION SYSTEM CALLS AND SERVICE

There were five calls concerning sanitary sewer problems in February. There were two issues in the City main.

There was one issue at a lift stations that required staff to come in after hours. An emergency generator block heater had failed and triggered an alarm. Stand-by generators are kept at a temperature that allows for immediate transfer of power in the event of a power loss. This issue was resolved quickly by staff.

Crews cleaned approximately 3,600 feet of sanitary sewer lines and televised approximately 2000 feet of lines in February.

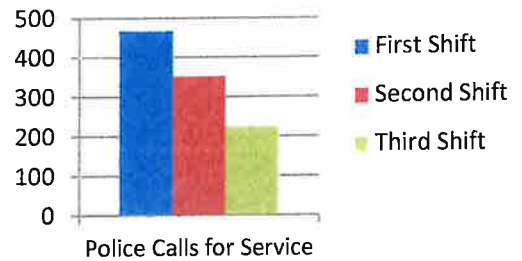
Crews processed eighty requests to locate sewers in construction areas for the Iowa One Call system. Forty three (43) were pertinent and actually required a locate.

**DEPARTMENT OF PUBLIC SAFETY  
MONTHLY REPORT  
FEBRUARY 2020**

Item 8.

**CEDAR FALLS POLICE**

<u>Police Statistics</u>	First Shift	Second Shift	Third Shift
Calls for Service	469	354	226
Traffic Stops	207	156	264
Arrests	12	26	46
Accidents	39	53	12



**FIRST SHIFT – Captain Michael E. Hayes**

- A company in Cedar Falls reported that an employee had taken a company vehicle when she was not supposed to. The employee had been earlier arrested for an offense in the vehicle, so the manager wanted her charged. A report was made and it will be sent to the County Attorney's Office for review.
- Officers were dispatched to the Prime Mart, 2323 Main Street, on the report of an overnight Burglary to the business. When the employee arrived at work, he noticed that the door was broken and the business entered. Cash was taken and two Lottery machines (like slot machines) were broken into. It is believed that money had been taken from the machines, it is unknown if any of the Lottery tickets were missing from the machines. Officer Belz was called in to process the scene.
- Officers assisted the Fire Department with a Vehicle Fire at Mad Hatter. One Officer did suit up for the Fire and assisted.
- Officers were dispatched to a Disorderly in the 1900 block of Franklin Street. The Reporting Party advised that her daughter was upset and destroying the house. During the investigation, it was found that the items that were destroyed did not belong to the daughter. She was arrested for Criminal Mischief. She was also charged with Child Endangerment because while she was breaking items, including glass, she had her two year-old child in her arms.
- Officer requested Arrest Warrants be issued for a suspect for Fraud case that he was working. The suspect had used someone's identity in attempting to receive money from the victim's bank account. The suspect is currently in Jail in Alabama for the same type of offense in that state.
- Officer arrested a subject for nine counts of Credit Card Fraud and one count of Theft. The arrest stems from a case that the Officer worked in January of 2020. The victim stated that he had accidentally left his credit card near an ATM at a local bank. The suspect found the card and used it for his benefit.
- Officer assisted Code Enforcement with the clean-up of property at 1615 West 4th Street.
- Officers responded to a Single Vehicle Accident with Injuries on Highway 218 at the Waverly exit. The ramp was shut down for about half an hour while the patient was tended to and vehicle towed. The driver was taken to the Hospital and is thought to have only minor injuries.
- Officer came across a vehicle parked at 10th and College Streets that had been reported Stolen on Third Shift. The vehicle had fresh front end damage. The vehicle was processed and returned to its owner.
- Officers were dispatched to Scheel's on the report of an Internal Theft. When Officers arrived, they found that a cleaning person had taken several items from the business and attempted or did sell the items. The value of the items taken was in excess of \$1,800.00. The suspect was charged with 2nd Degree Theft, a class D Felony.
- Officer took a report of a Domestic Assault at the Police Department. The victim stated she was Assaulted by a male during a custody exchange on Brandilynn Boulevard. A report was initiated and the investigation continues.
- Officers were dispatched to 1213 Maplewood Drive on an Assault. The Reporting Party advised that his brother had Assaulted him and taken items from his apartment, Officers attempted contact with the brother (suspect) and there was no answer at his residence. A report was initiated and the investigation continues.
- Officers were dispatched to Walmart on the report of two female Shoplifters in custody that were causing problems. The suspects calmed down and were taken into custody for Theft 5th.

- Officers took a report of a Burglary to a residence. The owners are deceased and family is currently in a civil battle over ownership. A door was kicked in, but nothing appeared to be missing.
- Officer was dispatched to a residence in the 3100 block of Carlton Drive on the report of a Burglary. It was found that the owner of the residence was on vacation and the neighbor found that the rear door had been forced open. Crime Scene Investigator Belz was called to the scene for processing. Information is that several thousands of dollars is missing. The investigation continues.
- Officers were dispatched to Scheel's on the report of a female Shoplifter in custody. She was arrested for 5th Degree Theft and Officers also found that there was a Warrant for her arrest in another Theft incident. She was transported to the County Jail.
- Officer was dispatched to Cedar Falls High School on the report of Vandalism. Someone during the night spray painted racial slurs onto the building (Northwest corner). Photographs were taken and a report was initiated. School Resource Officer Ferguson will get video. The investigation continues.
- Fire, Police, and EMS were sent to Big Woods Lake for three subjects who had fallen through the ice. Other subjects in the area were able to assist and get them to shore. Officers received another report of a subject falling through after this and checked his welfare. A Press Release was sent with a caution regarding the ice and fluctuating temperatures.
- Officers took a report of an Attempted Burglary to the coin machines at Midway Carwash. Evidence was seized and Officers will continue to investigate.
- Officers were dispatched to an Accident Involving Injury in the 700 block of Lantz Avenue. The Reporting Party advised that a pedestrian was hit by a car. There were minor injuries to the pedestrian.
- A subject was arrested by Officers for theft and Public Intoxication at Hy-Vee Wine and Spirits. He stated he was having chest pains and the paramedics were called. He then made suicidal comments. An Order for Notification of Release was obtained and the subject was taken to Jail by Second Shift when he was released.
- Officer Hoffa talked with preschoolers at Cedar Valley Preschool and Daycare Center at their request.
- Lieutenant Schreiber completed quarterly Taser maintenance and data downloads.
- Lieutenant Heuer attended the weekly Criminal Justice Information Services Software meeting and conference call.
- It was reported to Officers that a subject went to Fleet Farm and asked to see a gun out of the display case. The subject ran from the store with the gun and got into a vehicle across the street. The investigation continues into the incident.
- Officers assisted Grundy County Sheriff Office with the Recovery of Stolen Property related to a Burglary in their County. One of the items taken was an urn with ashes. The story had been covered in local media and a resident located the urn in the area of Grand Boulevard and Park Drive.
- Officers assisted Cedar Falls Code Enforcement with a property clean-up in the College Hill area. The clean-up involved the removal of several abandoned cars.
- Officers were dispatched to the area of 4th Street and Angie Drive on the report of an Assault between a male and female. During the investigation, it was determined that the two were married and both had injuries. During follow-up investigation it was found that the female, who had a knife in her possession during the Assault, was the primary aggressor. She was charged with Aggravated Domestic Assault.

### **SECOND SHIFT – Captain Jeff Harrenstein**

- Officer took a report of a Vandalism and Burglary at 1017 West 19th Street. Investigation continues.
- Officers were dispatched to Walmart for a Theft. A female was charged with Theft 5th.
- A male subject was charged with Reckless Use of a Firearm. This was from an incident that occurred in January. At that time, Officers learned that the male subject accidentally shot of a round from his handgun, into the neighbor's apartment.
- Officers were dispatched to Walmart for a Theft. They learned that a subject was under-ringing items up at the self-check area. A male was charged with Theft 5th.
- Officers were dispatched to Walmart for a Theft. They learned a female subject had attempted to take items from the business. She was charged with Theft 5th.
- Officers running routine Traffic Stop located a male subject with Marijuana. The male was arrested for Possession of Marijuana.
- Officers were dispatched to the report of a subject making suicidal and homicidal thoughts. The male refused to cooperate with Officers and come out so they could do a Welfare Check. Officers also later

learned that this male had Assaulted his girlfriend and that Third Shift Officers had Domestic Assault charges with him. The male eventually did come outside and was taken to the Hospital for evaluation, and then transferred to the Jail.

- Officers were dispatched to the report of Vandalism to a vehicle at HuHot Mongolian Grill. Upon arrival, Officers learned that a male subject punched the side of someone else's vehicle after an incident on University Avenue, where the suspect got upset with the victim's driving. Investigation continues.
- Officers were dispatched to a Suspicious Subject near St. Pat's Church. The male was reportedly screaming and the Reporting Party advised he may be drunk. The male was arrested and charged with Public Intoxication.
- Follow-up investigation led to the arrest of an adult male for Burglary 3rd and Criminal Mischief 4th.
- Officers responded to 721 Iowa Street on a report of Disorderly Conduct and the adult male was arrested for Violation of a No-Contact Order. Follow-up investigation led to the arrest of an adult female for Aiding and Abetting and Violation of a No-Contact Order.
- Officers responded to a report of a Shoplifting that had occurred at Walmart. Subsequent investigation led to the arrest of an adult female for Theft 5th.
- Follow-up investigation led to the arrest of a juvenile male for Theft 3rd and Interference with Official Acts Causing Injury.
- Follow-up investigation led to the arrest of an adult female for Theft 3rd.
- Officer took a report of Harassment that occurred at 3004 West 4th Street #4. Investigation continues.
- Officer took a report of a Theft from Walmart where suspect is no longer on scene. Investigation continues.
- Officers made a Warrant Check at 1022 Higby Drive and arrested an adult female on a Failure to Appear Warrant.
- Officers assisted the Iowa State Patrol with a Pursuit that ended in front of the McDonald's on West 1st Street after the vehicle stopped from a flat front tire.
- Officers responded to a Disorderly Call on West 1st Street that turned into a Runaway female. Shift Officers searched for the female and found her at an apartment at 1813 West 8th Street. Female was transported to her aunt's house in Waterloo by mother to spend the night.
- Officer responded to a report by the University of Northern Iowa Police Department that a female had been struck by a vehicle at 27th Street / Hudson Road with a time delay of about 1.5 hours. She had very minor injuries and refused treatment. Accident Report was completed.
- Officer took a report of a Shoplifting that took place two days ago and is captured on video at Target. Investigation continues.
- Officers responded to a minor Personal Injury Accident in the 900 block of Maplewood Drive.
- Officer took a report of a Credit Card Fraud at 1822 Lilac Lane. Investigation continues.
- Officer took a report of an Attempted Burglary at Viking Road Car Wash and the Modus Operandi was similar to others in the metro area.
- Officers responded to a possible Drug Violation at 1813 West 8th Street in the parking lot. Subsequent investigation led to the arrest of three adult males for Possession of Marijuana.
- Officers had information that there was a Violation of a No-Contact Order on-going at 316 West 18th Street. Using social media as a tool, Officers were able to locate the subjects in violation of the order. The adult male was arrested for Violation of a No-Contact Order and arrangements were made for the female to turn herself in later due to children needing to be supervised.
- Officer took a report of Theft that occurred at Kohl's. Investigation continues.
- Follow-up investigation led to the arrest of an adult male for Criminal Mischief 4th from damage done while trying drill out a coin box lock at a car wash.
- Officers responded to a Larceny in progress at Walmart. Subsequent investigation led to the arrest of three adult females for Theft 5th.
- Officers responded to a report of an Assault at the Days Inn. Subsequent investigation led to the arrest of an adult male for Domestic Assault resulting in Injury.
- Officers responded to a report of two juveniles in the water on the north end of Big Woods Lake and assisted with their rescue. The parking area and boat ramp were barricaded and the area was declared closed in a Press Release.
- Officer took a report of a Shoplifting that took place last night where three juveniles took alcohol and a flare gun that is captured on video at Walmart. Investigation continues.

- Officer took a report of a Burglary from a vehicle at 2817 Hiawatha Road. Investigation continues.
- Officer responded to a report of an Employee Theft at Fleet Farm. Subsequent investigation led to the arrest of an adult male for Theft 5th.
- Officers responded to a report of a Shoplifter in custody at Walmart. Investigation led to the arrest of an adult male for Theft 5th.
- Officer took a report of Credit Card Fraud from 4311 Clearview Drive. Investigation continues.
- Officers responded to Crescent / Magnolia Drives for a Fallen Subject. Investigation found the male to be intoxicated and he was cleared by paramedics. An adult male was arrested for Public Intoxication.
- Follow-up investigation led to the arrest of an adult male for Theft 3rd and Theft 4th (two counts) and an adult female for Theft 3rd (three counts). This stems from Thefts at Target, Walmart and Kohl's.
- Officer took a report of Vandalism at the Viking Road Car Wash. Investigation continues.

### **THIRD SHIFT – Captain Mark Howard**

- Officers were called to 1021 West 7th Street for Suspicious Subjects. When Officers arrived, it was High School kids playing around.
- Officers were called to the Maid Rite for subjects from a party bus urinating in the alley. When officers arrived the subjects were gone.
- Officers were called to a Disorderly at The Hydrant Bar. Subjects were sent on their way.
- Officers were called to Voodoo Lounge for a subject who keeps calling 911 and was already asked to leave Voodoo Lounge earlier by staff. This subject was arrested for Intoxication. He later requested an Ambulance due to being dizzy. The Paramedics advised he was fine and he was taken to the Black Hawk County Office.
- Officer noticed a Disorderly at 2024 College Street. One subject threatened to shoot another. That subject was arrested and charged with Intoxication and Disorderly.
- Officers Stopped a vehicle in an alley off of 18th Street. The driver was arrested for Operating While Intoxicated.
- Officers were called to 3rd and State Streets for a vehicle that was following a subject. Officers were unable to locate the vehicle.
- Officer was called to an address on Rainbow Drive to assist Waterloo Police Department to get someone to call in.
- Officers were called to 2215 College Street for a female that was Intoxicated. The female did have a seizure and was taken by Ambulance.
- Officer was called to 18th and Main Streets for a Suspicious Vehicle abandoned in the middle of the road. The vehicle had Stolen Plates and the VIN came back to Victory Motors. The car was towed until Victory Motors could be notified.
- While on Patrol, Officers observed what appeared to be a small water main break at Main Street and Seerley Boulevard. Cedar Falls Utilities was notified and it turned out to be a bigger water main break. Portions of Main Street needed to be closed for the repair.
- While on Patrol, Officers stopped to check on a person in their vehicle in the area of 4th and Washington Streets. Officers found a subject passed out in the driver's side of the car while it was running. Officers checked the subject's welfare, and it would be determined that the subject was intoxicated. He was arrested for Operating While Intoxicated 1st.
- Officers were called to do a Welfare Check of a male that was making suicidal comments. Officers went to the Lincoln Street trailer park and found the male. After talking with the male, he agreed to go with paramedics to be checked out by a doctor.
- While on Patrol, Officers located a Suspicious Subject in the area of the Pizza Ranch on University Avenue. A Check was done of the area, and information was gathered on the male. He was sent on his way.
- Officers from Shift assisted with a Fire Call Back. The Call Back was to assist Waterloo Fire / Rescue with a Large Building Fire. Two Officers from Shift responded to the scene, while others stood by at Station 2 until Public Safety Officers reported for Duty.
- Officers were called to investigate a smoke investigation at a house on Iowa Street. The Reporting Party called in to report that the smoke alarm was going off in the upstairs apartment of the house and there was smoke coming from the apartment. Officers were able to make contact with the resident of the smoking apartment and it was his stove. Further investigation found that the male

was 10-96 (Mental Subject) and claimed his phone died and he was using his smoke detector to come in contact with Police. The subject was Warned and Advised by Fire Command while Officers stood by.

- Officers were contact by Sartori Emergency Room staff for an Assault victim they had in their Emergency Room. Officers met with the victim and the victim did not want to give any information about the Assault. The victim was given information of how to contact the responding Officer if they changed their mind. The investigation is on-going into a D/A.
- Officers were dispatched to the 5 Seasons Mobile Home Park for a Fight in progress. The report came in as males beating up females. Through investigation, Officers learned that the Reporting Party only heard a Fight. It was determined to be a Male / Female Verbal Argument. The parties were separated.
- Officers assisted Second Shift with a male that was suicidal and had barricaded himself in his apartment on Clay Street. The male eventually had contact with Officers on scene and came out voluntarily. The male was transported to Allen Hospital for a psychiatric evaluation.
- In the course of assisting Second Shift, Officers learned that the male subject was the primary suspect in the Assault that was reported to Third Shift on 02/04/2020. Officers from Third Shift investigated the scene and spoke to the victim again. The victim admitted that she knew the male and that he was the one that Assaulted her on 02/04/2020. Officers seized evidence and processed the scene. The male has charges for when he is released from Allen Hospital.
- Allen Hospital called and advised that the male was being released from his psychiatric evaluation. Officers from Shift went over to Allen Hospital and picked the male up. He was transported to Black Hawk County Jail with D/A Causing Serious Injury and Violation of a No-Contact Order charges.
- Officers were called to 1710 West Lone Tree Road for a Residential Burglary.
- Officer checked out with two subjects in front of Deringer's Public Parlor. Subjects were sent on their way.
- Officers were called to 700 West Ridgeway Avenue for a Disorderly between roommates. Subjects were separated for the night.
- Officer stopped a subject walking with an open container. The subject was given a citation.
- Officer checked out with a subject in the 2000 block of College Street. The subject was arrested for Intoxication.
- An Officer conducted a Traffic Stop at Main Street and Jennings Drive. The driver was arrested for Operating While Intoxicated.
- Officer stopped a vehicle at the McDonald's on Main Street. The driver was arrested for Operating While Intoxicated.
- Officers were called to Mallard Point on Orchard Drive for a male subject who had entered a residence. When Officers arrived, they heard a second victim scream for help as the subject came into her address and Assaulted her. He was caught by Officers and charged with two counts of 2nd Degree Burglary, Assault with Intent to Commit Sexual Abuse and Intoxication.
- Officers were called to 2508-11 Union Road for a subject who had not been heard from since November. It was reported that the subject does drink excessively. When Officers arrived, all appeared normal and the subject's car was there. There was no answer at the door and Officers were advised to have First Shift check on the subject.
- Officers noticed a possible Disorderly at 2128 College Street. It was just verbal and subjects were sent on their way.
- Officer noticed several subjects arguing at West Seerley Boulevard and Olive Street. When Officer made contact, they arguing about who was going to take a picture.
- Officers noticed two subjects Fighting at 8th and Washington Streets. Both subjects were arrested for Intoxication and Disorderly.
- Officers were called to Voodoo Lounge for a Disorderly Subject. The subject was located and was Advised he could no longer return to that bar at their request.
- Officers were called to 21st and Tremont Streets for a vehicle that hit a tree. When Officers arrived, the driver had left the scene. Officers located that subject a few minutes later and he was arrested for Operating While Intoxicated.
- Officers were dispatched to the Kwik Star on College Street for a subject dumpster diving. Officers made contact with the subject and Advised he was no longer allowed at Kwik Star properties.



- Officers called to 1813 West 8th Street for a report of Harassment. The Reporting Party advised she was being Harassed by an ex-boyfriend and she thought he may be in the parking lot. Officers checked the area and did not locate him. Officers gave the area Extra Attention.
- Officer conducted a Traffic Stop on a vehicle in the area of Black Hawk Village. A Check of the driver's license showed he is currently Revoked from Driving. The driver was arrested and transported to Jail.
- Officers called to the area of 10th and College Streets for a report of a Stolen Vehicle. The owner left the vehicle unlocked and running. The vehicle was later found a few blocks away.
- Officers called to 1008 Westview Street for a report of a 35 year-old in cardiac arrest. Officers arrived to find a 75 year-old with multiple health related issues unresponsive. Officers performed CPR and utilized an AED. The patient was pronounced dead. Officers assisted the family with arrangements.
- Officers were called to Bickford Cottage for a Stolen Purse from a vehicle. Officers met the Reporting Party and she stated she had her purse in her vehicle, and she had the vehicle unlocked and running. She was waiting for her vehicle to warm up. Officers searched the vehicle and located the purse in the back part (trunk) of the van. The Reporting Party was advised to call if she felt anything else was missing.
- Officers were called to the 2200 block of College Street for a subject that threw-up in a vehicle and then left the vehicle. Officers made contact with the Registered Owner of the vehicle (the Reporting Party) and he pointed out the bar the subject went into. Officers made contact and a male was arrested for Public Intoxication.
- Officers were requested by Deringer's Public Parlor to do a Walk-Through of the bar. The staff felt there could be problems with some subjects in side of the bar. Officers conducted a Walk-Through, and there were no incidents.
- Officers were called to a Suspicious Female in front of Little Big's. The report was of a female sitting in the driver's seat of a vehicle and she had not moved for a while. Officers went to the vehicle and found the female asleep behind the wheel of the vehicle as it was running. The female performed Standard Field Sobriety Testing and was arrested for Operating While Intoxicated.
- Officers were called to the Lincoln Street trailer park on the report of a Violation of a Court Order. The Reporting Party called in stating that a female in one of the trailers had a Protective Order and the male half was inside of her trailer. Officers made contact with the female, but she refused to cooperate stating that she was not in danger and did not need assistance. Officers are giving the trailer Extra Attention.
- Officer checked out with a Suspicious Male in the 400 block of Main Street. The male was attempting to get into the bank. The male was arrested for Intoxication.
- Officers were called to a Disorderly at The Hydrant. Two male subjects were arrested for Intoxication and Disorderly Conduct.
- Officer located a male subject who was extremely intoxicated, attempting to get into a vehicle. The subject was arrested for Intoxication.
- Officer was called to a Suspicious Subject in the 200 block of Main Street. Officers located the subject and he was arrested for Intoxication.
- Officer was called to the Emergency Room at Sartori Hospital for a subject who had been Assaulted earlier in the night. The subject refused to make a report.
- Officer noticed a subject who could barely walk on College Street. When the Officer asked the subject where he was going, the subject could not answer. He was arrested for Intoxication.
- Officers were called to Deringers Public Parlor for a female refusing to leave. She was Advised to leave and was Banned from the business.
- Officer noticed a Suspicious Subject trying to get into a house at 21st and Olive Street. The subject did not live there and was arrested for Intoxication.
- Officer made a Traffic Stop in the 2000 block of Walnut Street. The driver was arrested for Operating While Intoxicated. He then stated that he was going to harm himself and was taken by Ambulance to the Hospital. The Officer had a Court Order signed so he could be picked-up when released.
- Officer noticed a Disorderly Subject in the 2200 block of College Street. That subject was arrested for Intoxication.

- Officers were called to 1009 Walnut Street for a possible Prowler. Officers did not locate anyone or any tracks.
- Officer noticed a Suspicious Subject at 6th and Main Streets. This subject was extremely intoxicated and was arrested for Intoxication.
- Officers assisted Black Hawk County Sheriff Office with a Burglary in progress on West 27th Street out in their County. A subject tried to force entry into a residence and fled when confronted by the homeowner. Cedar Falls Officers assisted in a search of the house and property, while other Officers searched the surrounding area.
- Officers were called to assist Cedar Falls Fire Rescue with a carbon monoxide detector going off in an apartment complex. Officers stood by until cleared by Cedar Falls Fire Rescue.
- Officers were called to check out a Suspicious Vehicle at Ford Road and Lone Tree Road. Officers did not locate anything.
- An Officer located a vehicle running in The Other Place parking lot. The vehicle's owner was located.
- Officers were called to 400 West Ridgeway Avenue for a Police Alarm. This was a False Alarm.
- Officers were called to College Street and Seerley Boulevard, for a vehicle that went off the road and hit a bush. When Officers arrived, the driver had fled the scene on foot. Officers were unable to locate the operator.
- Officers checked on a Suspicious Vehicle at 5719 University Avenue. The vehicle checked ok.
- Officers were called to Walmart for a report of a subject that took over \$400.00 in merchandise. When Officers arrived, they learned that the incident happened over in hour ago. A report was started.
- Officers were called to a residence on State Street for a Disorderly. When Officers arrived, they spoke with the Reporting Party who stated she came home to her son being drink and a bunch of kids yelling in her house. The juveniles took off prior to Officer's arrival.
- Officers were called to the Casey's General Store on University Avenue. An employee of the store called and stated that there was a male in the store that appeared confused and disoriented. When Officers located the elderly male, they learned that he couldn't remember how to get home. Officers were able to contact his wife, get his address, and gave the male a ride home.
- Officers were called to an Assault at Deringer's Public Parlor. When they arrived, the suspect had left the area. It was learned that the suspect was being kicked out of the bar by staff and he punched a Security Guard. The Security Guard did not want to press charges, but if the suspect was located, they wanted him Banned from the establishment. A short while later, Officers were called to Voodoo Lounge for the previous suspect being inside of that bar. Officers were able to make contact with the suspect and he was Advised he was Banned at both Voodoo Lounge and Deringer's Public Parlor.
- Officers were called to Social House for a Disorderly. When Officers arrived they learned that there was a Disorderly between two subjects. One was accusing the other of stealing his coat. Officers reviewed the camera footage and were able to determine that the coat was taken by one of the subjects present. The male was arrested for Intoxication and Theft 5th.
- Officers conducted a Traffic Stop in the area of 1st and Washington Streets. During the Stop, Officers learned the driver was suspended. She was placed under arrest.
- Officers were called to the area of Cedar Crest Drive for a Suicidal Male. It was learned that the male had tried to slit his throat. When Officers arrived, they made the scene safe and assisted EMS with getting the subject in the Ambulance and he was transported to the Hospital. The subject was not in serious condition.
- Officers were called to a Loud Party on Barnett Drive. When Officers arrived, they found a large, Loud Party. Officers were able to make contact with a renter of the property. The renter advised that he was having a party when lots of people showed up and he couldn't get rid of them. He asked for Police assistance. Officers shut down the party, and completed a Loud Party Referral to Code Enforcement.
- Officers stopped and talked to a Suspicious Male in the area of 22nd and Walnut Streets. After talking to the male, he was arrested for Intoxication.
- Officers made contact with a male in the 400 block of Main Street. The male would be arrested for Intoxication.

- Officers made contact with a male in the area of 4th and Main Streets that was Acting Suspicious. The male was arrested for Intoxication.
- Officers conducted several Bar Checks on College Hill and Main Street. Alcohol Enforcement was conducted with citations issued.
- Officers came upon a 10-46 (Assist Motorist) vehicle in the area of 2nd and Franklin Streets. Upon investigation, Officers found a juvenile driving the vehicle that was in Possession of Marijuana. The vehicle was towed out of the roadway and the juvenile was booked in and later released to his father.
- Officers conducted a Traffic Stop on East Street at Waterloo Road. Upon investigation, the driver was arrested for Operating While Intoxicated 1st.
- Officers made contact with a male behind The Social House. The male was arrested for Intoxication.
- Officers went out with a Suspicious Male by US Bank on Washington Street. The male would later be arrested for Intoxication.
- Officers were called for a large Fight inside of Little Big's. Officers were on Patrol in the area and a large crowd was gathered outside of Big's, but there was no fight going on at the time. Officers were told that a girl got her head stomped on inside of the bar. Officers made contact with the female, but she did not know who did it. Officers remained on Foot Patrol in the front of the bar while other Officers remained mobile in the parking lots within the surrounding area. The crowd would later be moved along and there were no other incidents.
- Officers responded to Hurts Donuts for a female that had her purse stolen from Deringer's Public Parlor. Officer gathered her information and started a Report. The investigation continues.
- Officers made contact with a male that was stumbling in the 200 block of East Seerley Boulevard. The male would later be arrested for Intoxication.
- Officers were called to a vehicle that was stuck in the snow at the Lincoln Street Bridge and Main Street. Officers assisted Black Hawk County Sheriff Office that had located the vehicle and the driver on the bike trail by the river. Black Hawk County Sheriff Office arrested the female for Operating While Intoxicated.
- There were very large crowds at several of the bars on College Street. Two teams of two Officers were put on Foot Patrol in the College Hill area.
- Officers were called to a report of Shots Fired in the 2500 block of Tremont Street. Officers made contact at a residence that had the front storm door broken out. It did not appear that the door was broken out from a bullet. Officers would check the area, but not find anything additional. Later, a Confidential Informant would contact an Officer with information that it was a vehicle that went by and a subject in the vehicle shot a flare gun. Officers were able to conduct surveillance in the area. Additional information would come to the Officers as to a possible suspect and a suspect vehicle. The case is on-going.
- Officers conducted Checks of the High School.
- Officers assisted Waterloo Police with their follow-up investigation on a couple of Burglary suspects.
- Officers conducted follow-up into the previous evening's Shots Fired call. Officers have made contact with Confidential Informants as well as reviewing previous contact information. Officers continue to work the case with possible suspects named.
- Officers assisted Cedar Falls Fire Rescue with a Smoke Investigation at Applebee's. Public Safety Officer arrived on scene and began a size up and investigation. It would later be determined that paper was burned near a vent that created the smoke.
- Officers conducted a Traffic Stop of a vehicle travelling at a high rate of speed near 18th Street and Waterloo Road. Further investigation during the Stop would find that the driver was intoxicated. He was arrested for Operating While Intoxicated.
- Officers were called to 234 Sandahlwood Circle for a band playing music. This was just some subjects playing a loud stereo. They were Advised of the complaint.
- Officers were called to 1st Street and Hudson Road for a Suspicious Subject. Officers were unable to locate anything.
- Officers were called to Sartori Hospital for a Disorderly patient. The patient was eventually taken to Allen Hospital.
- Officers were called to 700 West Ridgeway Avenue for an Intoxicated Subject trying to leave a residence. Officers were able to convince the subject to not leave for the night.

- Officers were called to 110 East 13th Street for a report of a Stolen Wallet.
- Officers were called to 16th and Merner Streets for a male subject who was lying on the ground. The male was upset about a relationship and was waiting for his parents to pick him up.
- Officers were called to 1322 Clay Street for a subject throwing rocks at a house. When Officers arrived, the subject was identified as the boyfriend of the resident's daughter. He was trying to get her attention.
- Officers were called to 709 West 7th Street for a report of Harassment.
- Officer located a dog that was loose at Texas Roadhouse. The dog was brought to the Police Department and the owner was called. The owner showed up and retrieved the dog.
- Officers were called to the Life Style Inn for a Disorderly. Both parties were separated for the night.
- Officers were called to Sartori Emergency Room for a report of a Sexual Assault.
- Officers were called to the 100 block of East 11th Street for subject being Disorderly. Officers were not able to locate anyone.
- Officers were called to the 400 block of Main Street for two extremely Intoxicated Subjects. Officers located both and they were arrested for Public Intoxication.
- Officers were called to 700 West Ridgeway Avenue #713 for an Appliance Fire. Officers assisted the Fire Department with extinguishing the Fire.
- Officers were called to the 400 block of College Street for a car broken down in the middle of the road. Officers located the car, but could not locate the owner.
- Officer dispatched to Sartori Hospital for a report of a Drug Violation. Officers spoke with a female who reported being drugged by someone in Waverly. She was referred to Waverly Police Department.
- Officer was flagged down by a subject concerned about a couple of Intoxicated Subjects walking in the 400 block of Main Street. A male and female were arrested for Public Intoxication.
- Officers called to the area of 323 East 12th Street for a report of two females being followed by a vehicle. Officers checked the area and were unable to locate anyone.
- Officers called to an Assault in progress. Upon arrival, Officers found a male and female in a verbal argument and the male had punched holes in the wall. The male was arrested for Outstanding Warrants.
- Officers called to an Unconscious Subject at Voodoo Lounge bathroom. Officers found a male extremely intoxicated male lying face down in his own urine and vomit. He was taken to the Hospital. He will be charged with Public Intoxication at a later date.
- Officers found an Intoxicated Subject at 20th and Campus Streets causing problems. He was arrested for Public Intoxication.
- Officers called to 1016 Maple Street for a female out of control. As Officers were being dispatched the female took-off in an unknown vehicle. Officers were later called back to Maple Street for the same female. This time they said she could stay there as long as she didn't cause problems.
- Officers called to a female reporting being Followed and Harassed while walking her dog. The only thing she could tell us was it was a red vehicle with one male inside. Officers will give Extra Attention for a few days at this time of day.
- Officers notified of a vehicle all over the road. Officers located the vehicle and made a Traffic Stop. Driver had a large quantity of narcotics and was placed under arrest.
- Officer called to the area of Thunder Ridge for a report of Suspicious Subjects. The Reporting Party claimed a group of subjects was huddled in a blanket. Officers were unable to locate anyone suspicious.
- Officers watched a subject fall a couple times while crossing the 2200 block of College Street. Officer made contact with the male and he was arrested for Public Intoxication.
- Officers called to a Single Vehicle Accident in the Birdsall parking lot. The vehicle attempted to make a U-turn and struck a tree.
- Officer observed two subjects in what appeared to be a Fight. Officers made contact with them and determined they were friends messing around.
- Officers called to a subject passed out behind the wheel at Highway 57 / Highway 58 on ramp. The male driver was placed under arrest for Operating While Intoxicated.

**INVESTIGATIVE UNIT – Captain Jeff Sitzmann**

- All Investigators attended Monthly In-Service Training which consisted of a Taser Update, Defensive Tactics and Building Searches. Investigator Mercado assisted with the Building Search portion of the Training.
- Investigators Gerzema, Mercado, Marcotte and Captain Sitzmann attended monthly Major Incident Response Team Training. We were once again able to use the Lutheran Student Center, but it is scheduled for demolition in the month of March.
- Investigators continue to work on the December Homicide. Three subjects involved in the incident are currently incarcerated in the Black Hawk County Jail. We have met with the victim's family and let the know what to expect going forward.
- Patrol Officers handled a Gun Theft at an area department store. One subject asked to view a weapon for sale and then took-off running out the door with the weapon. Follow-up investigation was completed and the suspect was identified. The same suspect was already facing numerous charges and now has Warrants for Carrying Weapons and Theft.
- Officers continue to work on numerous area Residential and Business Burglaries reported in Waterloo, Cedar Falls and surrounding areas. In late February the State Patrol got into a Pursuit with one suspect who took-off on foot. He was apprehended a week later and numerous items associated with area Burglaries were located at his residence. The case remains under investigation.
- During the month, Officers received Division of Criminal Investigation Lab Reports indicating a weapon had been recovered that had been involved in a 'Shots Fired' incident last August in Cedar Falls. Spent shell casings were sent to the Lab after the incident. Approximately one month later, Waterloo Police completed a Traffic Stop and a gun was seized. Lab Reports confirmed that gun was used in the Cedar Falls incident. The case remains under investigation.
- Investigator Gerzema spent time on an on-going Sexual Assault investigation. The victims were interviewed at the Children's Protection Center and conflicting reports were received. Ultimately, it is believed that the suspect was involved in bizarre behavior, but none of it would be considered a crime. The family will be receiving services through the Department of Human Services.
- One subject has broken into the coin machines at an area laundromat on numerous occasions. He uses pry bars to break the machines and then steals all of the change. The same subject was identified again as being involved in a November incident. Arrest Warrants have been obtained for him.
- Investigator Belz had assisted Patrol on multiple occasions during the month. His work included processing the scene of a Business Burglary on Main Street, processing a Recovered Stolen Vehicle and processing numerous Residential Burglaries.

**POLICE RESERVE UNIT – Lieutenant Brooke Heuer**

- February's Training and Meeting for the Reserve Unit was held on February 11th at the Public Safety Building. It included Taser Update Training instructed by Lieutenant Schreiber and Defensive Tactics instructed by Officer Ladage.
- Reserve Officers Aries, Hines and Spray attended Module C Training at Hawkeye Community College on February 29th. Reserve Officer Aries also attended Module F Training at Hawkeye Community College on February 8th.
- Reserve Officer Aries tested on Module A on February 1st and 11th and on Module F on February 16th. He successfully passed both Modules.
- Reserve Officer Spray tested on Module B on February 9th and on Module D on February 16th. He successfully passed both Modules.
- Reserve Officers Erickson, Hines and Spray continue to Field Train on Second and Third Shift Patrol on Thursdays, Fridays and Saturdays.
- Reserve Officers worked during Second and Third Shift hours to assist Patrol during the month of February. They assisted with Calls For Service, Traffic Enforcement, Foot Patrols of bars, and Extra Attention to parks and other areas including College Hill and Downtown. They also assisted with transports of prisoners from the Police Department to the Black Hawk County Jail.
- During the month of February, the Reserve Unit logged a total of 146 hours of Ride Time and Training Time off-duty. The hours for each Reserve Officer of off-duty time are as follows:

NAME	HOURS
Aries, Adam	19
Bostwick, J	0
Buck, M	12
Burg, A	18
Cross, K	8
Erickson, N	24.5
Griffin, T	13.5
Hines, C	23
Jaeger, D	12
Spray	16
TOTAL	146

**POLICE TRAINING EVENTS – Lieutenant Marty Beckner**

- National Crime Information Center (NCIC) Recertification Exams were taken for those close to their expiration dates.
- Officers Adelmund and Schultzen began their Training at the Iowa Law Enforcement Academy in Johnston, IA.
- Lieutenant Rea continued with her Grow Iowa / Cedar Valley Leadership classes.
- Police In-Service Training in February consisted of training in Defensive Tactics, Building Searches and Taser Re-Certification. Officers then went through a series of scenarios focusing on judgement, de-escalation, verbalization and communication tactics, and use-of-force decision making.
- Kristi Hanson continues her internship with Public Safety. She is a Criminal Justice student at Hawkeye Community College.
- Officer Hernandez attended an AR-15 Armorer’s Course at Indian Hills Community College in Ottumwa, IA.
- Officer Carman attended a Challenges of Modern Police Supervision Class in Pleasant Hill, IA.

**POLICE RECORDS – Lieutenant Marty Beckner**

- Transmission of all Traffic and Criminal Software (TRACS) based reports / forms to the State, Shield RMS, and into OptiView.
- Entered all Training attended into Officer Files.
- Placed received Training Certificates into Officer Training Files.
- Calculated Officer Reimbursements from Training and submitted to the Finance Department.
- Distributed monthly ammo.
- Prepared equipment issue for new incoming Officers.

**POLICE STATISTICS:**

February 2020

Total 2020

Item 8.

Group A Crimes

Forcible Rape	2	2
Assault	11	21
Extortion/Blackmail	1	1
Burglary/B&E	8	15
Theft	39	76
Motor Vehicle Theft	4	7
Counterfeit/Forgery	2	4
Fraud	6	13
Vandalism	13	21
Drug Offenses	11	17
Weapon Law Violation	2	3

Group B Crimes

Disorderly Conduct	3	6
Driving Under Influence	11	16
Drunkenness	31	51
Non-Violent Family Offense	0	1
Runaway	2	6
Trespassing	0	1
All Other Offenses	9	19

Group A Total:	99	180
Group B Total:	56	100
Total Reported Crimes:	155	280

Traffic Accidents

Personal Injury	4	9
Property Damage	32	84
Total Reported Accidents	36	93

Driving Offenses

Driving While License Barred	1	3
Driving While Denied/Cancelled/Suspended/Revoked	3	6
Total Driving Offenses	4	9

Alcohol/Tobacco Violations	53	87
Calls For Service	1,607	3,172
Total Arrests	91	151

**CEDAR FALLS FIRE RESCUE**

**FEBRUARY FIRE DEPARTMENT ACTIVITIES:**

- Station #1 (Blue Shift):
  - Provided two Public Relations Activities with a ride along to a student from Hansen Elementary School and a Station Tour for a group of High School students.
- Station #1 (Green Shift):
  - Provided one Public Relations / Public Education Activity with Truck 501 doing an Ice Rescue demo during the Ice Harvest event at Big Woods Lake.
  - Provided two Smoke Detector Checks / Installs.
- Station #1 (Red Shift):
  - Provided two Smoke Detector Checks / Installs.

**FIRE ALTERNATIVE STAFF:**

- Part-time and POC Firefighters contributed 73 hours of Shift Duty in February.

**FIRE INSPECTIONS – Battalion Chief Curt Hildebrand**

- February Rental Inspections: 124
- February Re-Inspections: 2
- February Daycare / Preschool Inspections: 0

**FIRE TRAINING EVENTS – Lieutenant Marty Beckner**

- Fire In-Service Training consisted of Ice Rescue.
- Public Safety Officers completed their monthly checklist of Knowledge and Performance Tasks.
- Public Safety Officers continued their Fire Fighter 1, Fire Fighter 2, and Hazardous Materials Certification Testing.
- February Walkthroughs at the University of Northern Iowa were at Russell Hall.
- Lieutenant Zolondek attended a Fire Instructor 1 Certification Course at the Fire Service Training Bureau Campus in Ames, IA.
- Public Safety Officers Lechtenberg and Helgeson continued their EMT classes.

**FIRE RECORDS – Lieutenant Marty Beckner**

- Vehicle, Equipment, and EMS inventory every Tuesday.
- Equipment Check, Review and Handling every Monday.
- Self-Contained Breathing Apparatus (SCBA) Inspection the first Wednesday
- Self-Contained Breathing Apparatus (SCBA) Check every Wednesday.
- Aerial Platform Exercise and Testing every Sunday.
- District Familiarization.
- Commercial Inspections.

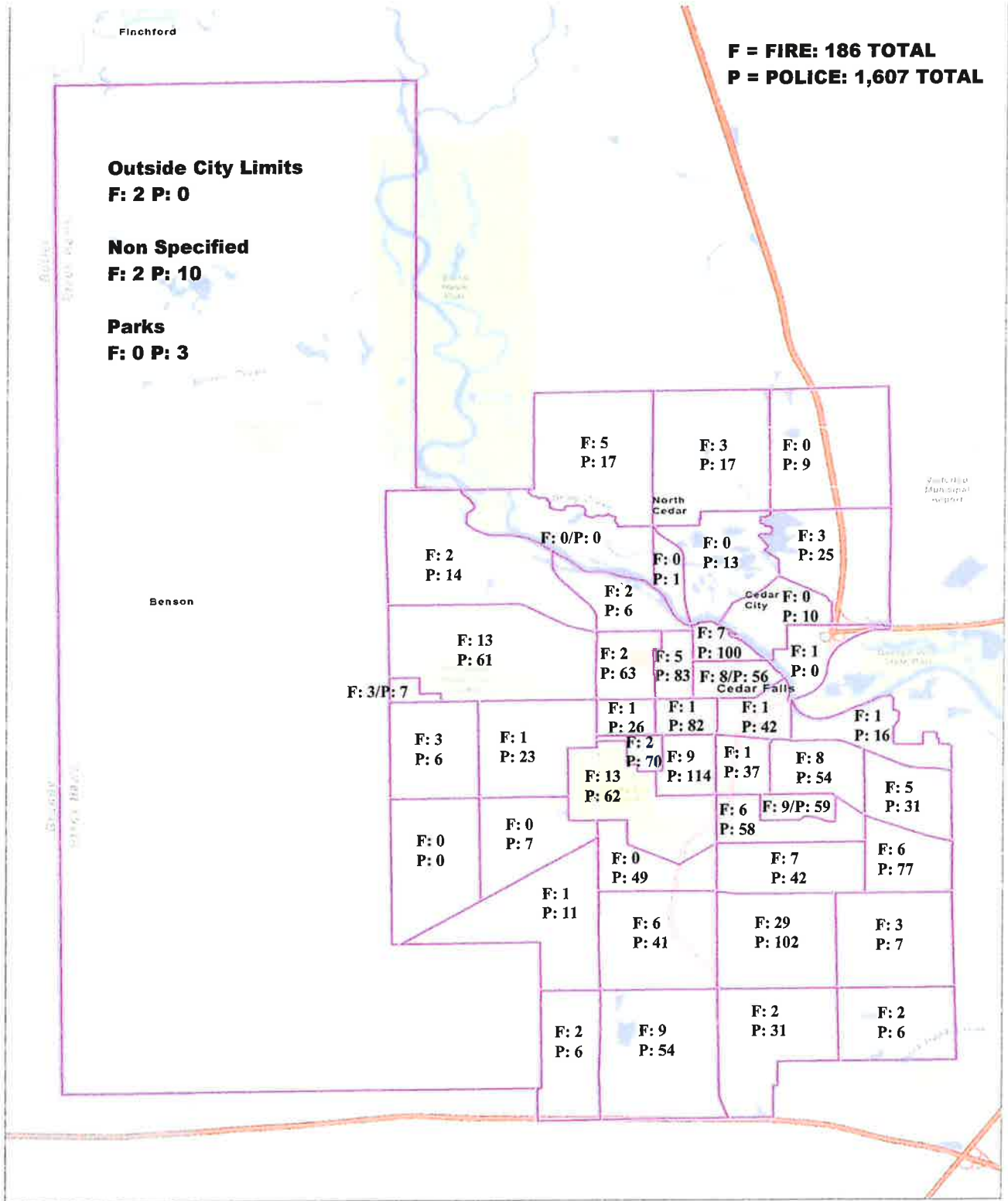
**FIRE RESCUE CALLS FOR SERVICE**

Type of Incident (Monthly)	Jan '20	Feb '20	Mar '20	Apr '20	May '20	Jun '20	Jul '20	Aug '20	Sep '20	Oct '20	Nov '20	Dec '20
Medical	124	124										
Cancelled, False Alarms, Good Intent	42	54										
Fire, Heat, Hazard, Weather Related	12	8										
Totals	178	186										

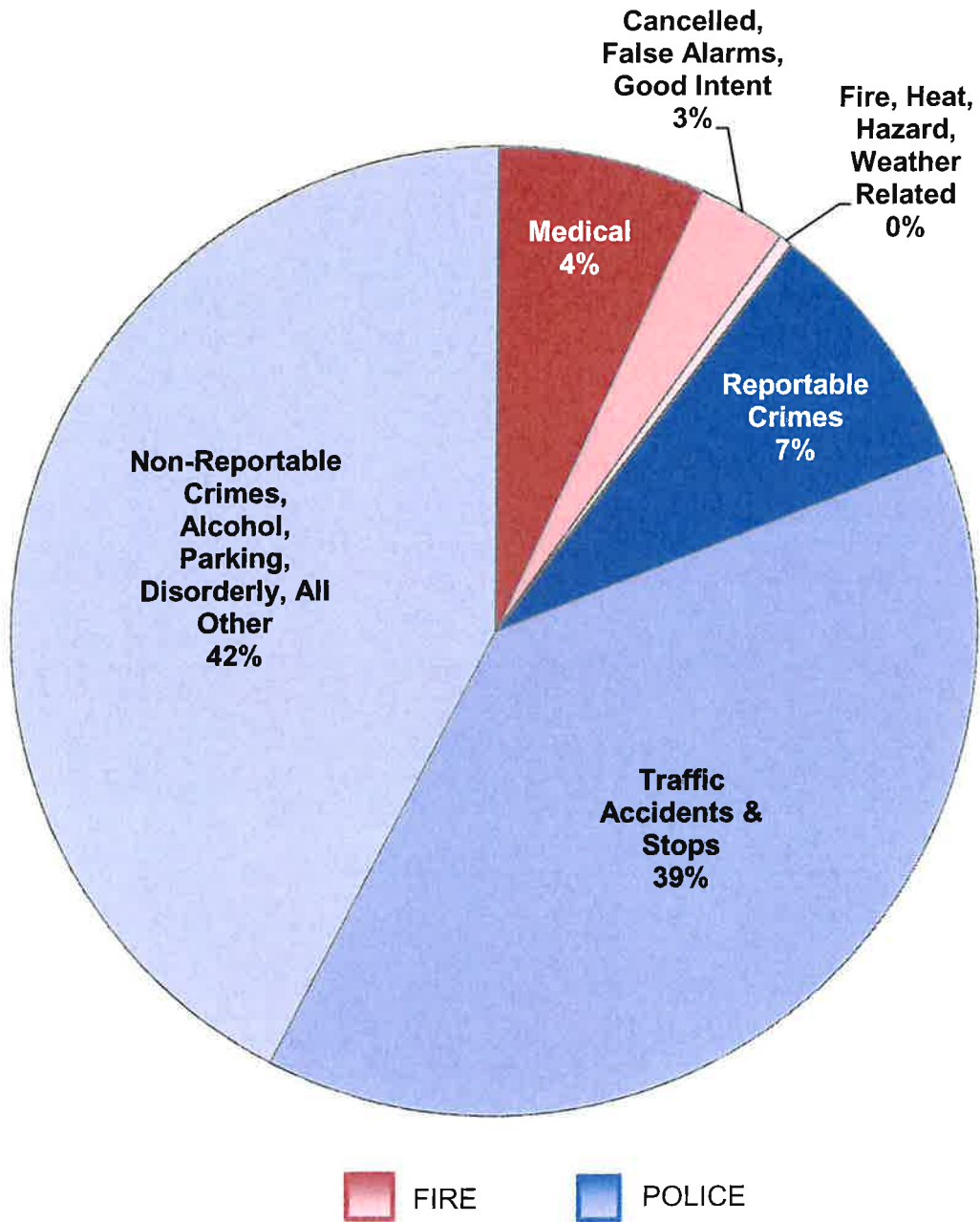
Type of Incident (per year)	2011	2012	2013	2014	2015	2016	2017	2018	2019
Non-Medical CFS	991	1,056	1,052	948	840	911	900	772	841
Rescue / EMS Related	1,021	1,047	1,049	1,051	1,367	1,570	1,437	1,022	1,272
Totals	2,012	2,103	2,101	1,999	2,207	2,481	2,337	1,794	2,113



# Cedar Falls Public Safety Grid Map



### Cedar Falls Public Safety Experience Survey (February)





## DEPARTMENT OF COMMUNITY DEVELOPMENT

City of Cedar Falls  
 220 Clay Street  
 Cedar Falls, Iowa 50613  
 Phone: 319-273-8600  
 Fax: 319-273-8610  
 www.cedarfalls.com

### MEMORANDUM

#### *Planning & Community Services Division*

**TO:** Honorable Mayor Robert M. Green and City Council  
**FROM:** Chris Sevy, Planner I  
**DATE:** April 6, 2020  
**SUBJECT:** Request for Temporary Movable Sign Permit  
 The Space 109 (Owner: John Jacobs) – 109 E 2nd Street

This department received a request from The Space 109 to place a sidewalk sign in front of the establishment at 109 E 2nd Street. The Space 109 is an art gallery that is open to the public free of charge. Copies of the sign permit application and site plan are attached. John Jacobs, the property owner submitted all of the information required by the sidewalk sign ordinance. The sign will be set out when the gallery is open during business hours over the next year. The sign will not obstruct traffic vision.

We recommend your approval of the application submitted by The Space 109 to place a sidewalk sign in front of the business at 109 E 2nd Street subject to the following stipulations:

- John Jacobs is the owner of the establishment (permit is non-transferrable).
- Sign placement will allow five feet of unobstructed walking space in the sidewalk.
- Proposed sign dimensions will not exceed the required limits of 2.5 foot width and 5 foot height.
- Owner will place sign outside only during hours of operation and remove by closing time.
- Such permit will expire one (1) year after approval and may be renewed annually provided a renewal application and fee is submitted.
- Complies with all other requirements as stated in Section 19-74(e) of the Cedar Falls municipal code.

The owner's proposal complies with all of the above requirements.

If you have any questions or need additional information, please feel free to contact this office.

xc: Karen Howard, Planning and Community Services Manager

Attachment: Application Materials

John L. Jacobs  
109 East 2<sup>nd</sup> St.  
Cedar Falls, IA 50613

March 23, 2020

Chris Sevy, City Planner  
City of Cedar Falls  
220 Clay Street  
Cedar Falls, IA 50613

Dear Mr. Sevy:

I am the owner and sole resident of the property located at 109 E. 2<sup>nd</sup> Street, the bottom storey of which is known as The Space 109, which serves as a free gallery for the arts. I and my associates wish to place a sign in front of the building which will be visible from Main Street and will inform those who see it that The Space 109 is open for the public to visit.

The Space 109 was first organized in 2011 and has served its present function since then. For most of that time, everyone associated with The Space has been involved with work or school at least full-time. Therefore, we have only been open sporadically, mostly for events like art shows. We have also allowed rehearsals for independently made movies and meetings for groups.

Now that I have retired from paid work, I am putting more time into The Space 109 and, by coincidence, more people are interested than ever before in the place. Our Facebook page is getting lots of likes.

It is very difficult to make predictions at this time of the crisis caused by the virus, but, assuming that there will be an end to the crisis, I am sure that I and my associates will want to keep the place open more often and will want to let people know that we are open. Therefore, I am submitting my request for a sign to be put out when we are open.

Thank you for your help.

Sincerely,



John L. Jacobs

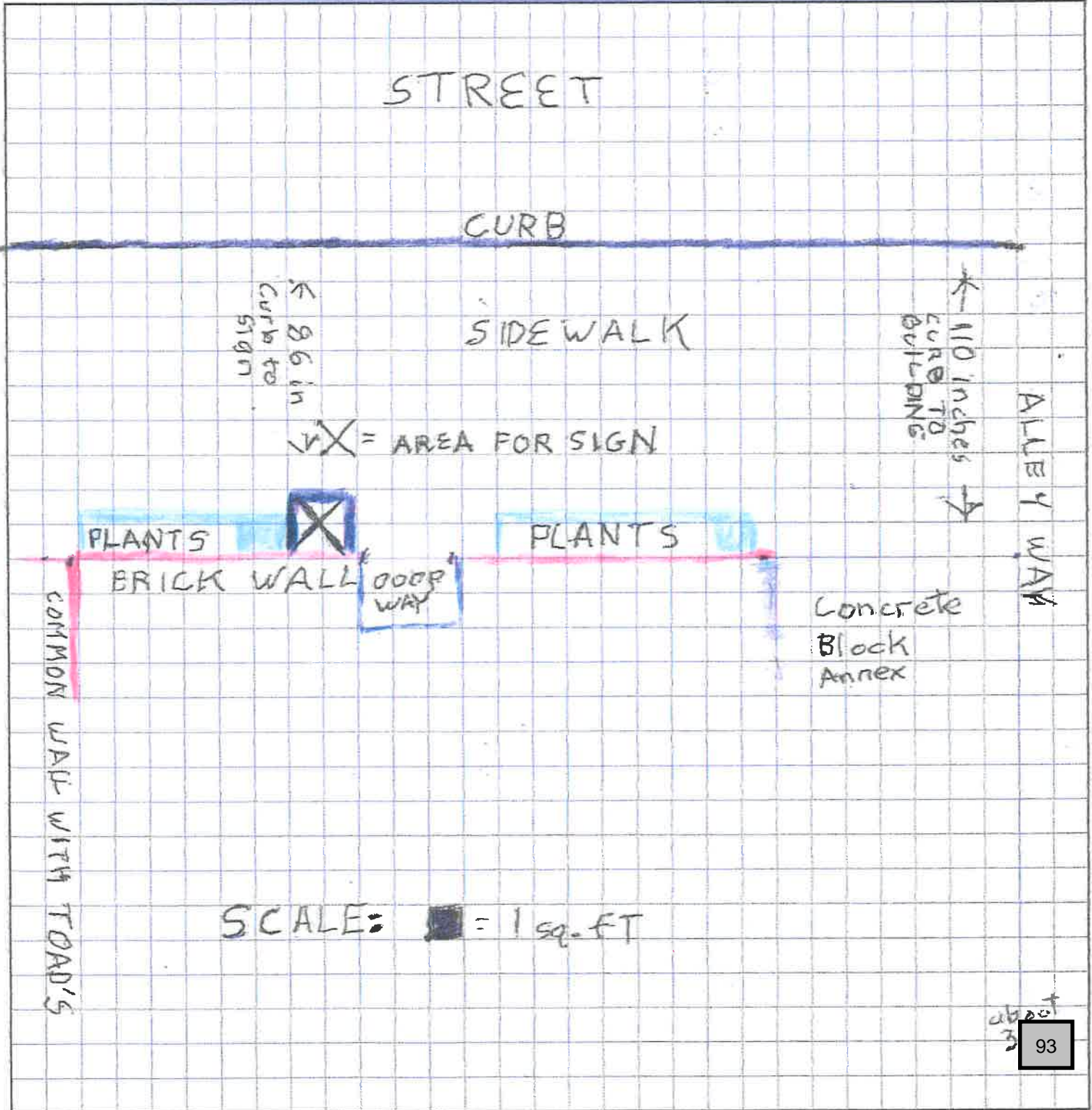


**QUALITY METALS INC.**  
 2575 Doswell Avenue  
 St. Paul, Minnesota 55108  
 Main: 651.645.5875 / 800.328.4893  
 Fax: 651.645.2877 / 800.229.9775  
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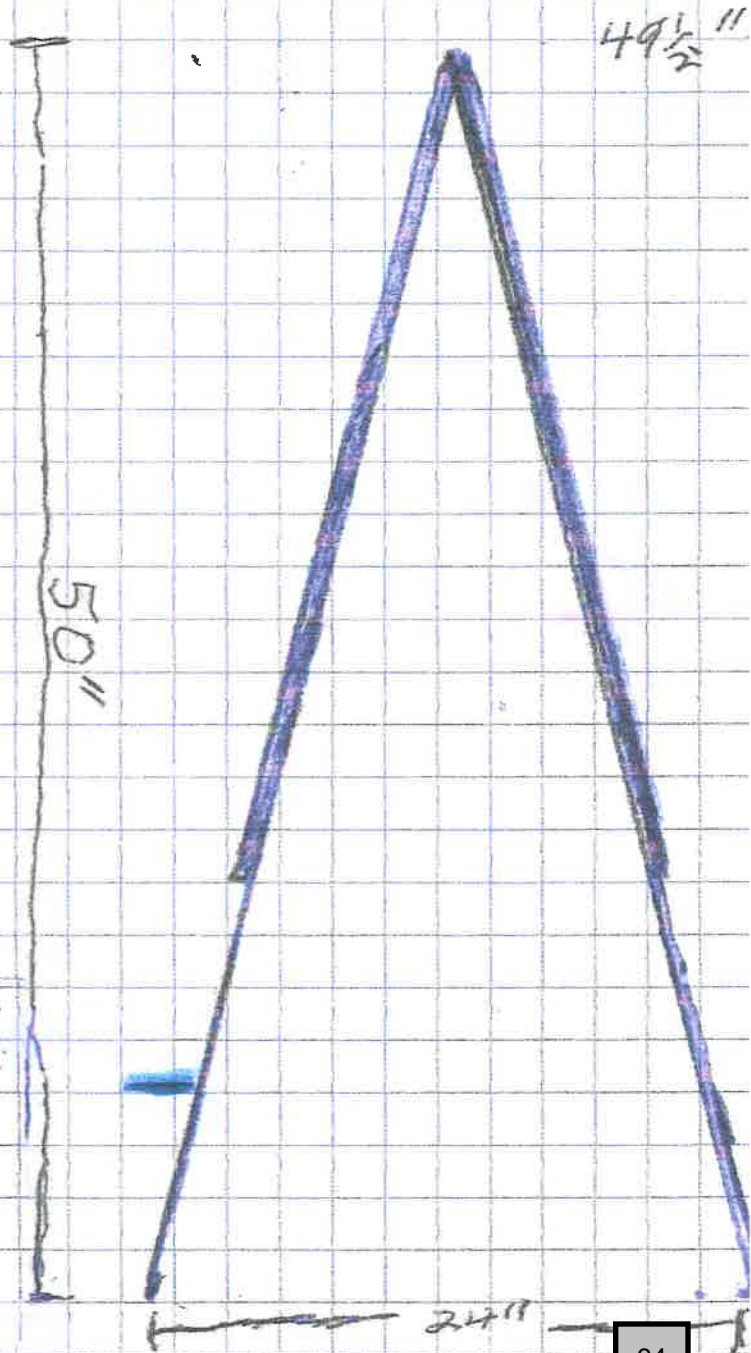
Email: info@qualitymetalsinc.com

Item 9.

- Leveling
- Blanking
- Shearing
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SCALE: ■ = 2" x 2" = 4 sq.in.

CITY OF CEDAR FALLS  
TEMPORARY MOVABLE SIGNS  
APPLICATION FOR PERMIT

Name of Applicant John L. Jacobs

Doing Business As The Space 109

Street Address 109 E. 2nd St., Cedar Falls, IA 50613

Business Phone 319 277-3973 Contact Phone <sup>cell</sup> 319-610-6164

Mailing Address 109 E. 2nd St., Cedar Falls, IA 50613

New Application or Renewal with changes       Renewal Application with No Changes

Placement of Temporary Movable Signs must meet the following requirements:

- Zoned C-3 Commercial District
- Must comply with requirements of Section 23-65(e), Cedar Falls Code of Ordinances.
- Application to be submitted thirty (30) days in advance of desired start date.
- Application must include diagram, description, proof of control of establishment, and fee.
- Minimum of five (5) feet unobstructed public sidewalk between seating/tables and curb.
- Shall not be attached to any public sidewalk or public fixtures at any time.
- Temporary Sign shall be moved inside adjacent building each night.
- Temporary Sign shall not exceed 2.5 feet in width and 5 feet in height.
- Permit may be renewed prior to its expiration, one (1) year from the date of issuance.
- Initial application is subject to approval by the City Planner and the City Council.
- No more than one temporary sign may be placed in front of any single storefront.
- The City retains the right to terminate any approved permit upon seven (7) days notice.
- Failure to comply with and adhere to requirements may result in permit being revoked.
- Indemnification Agreement
- \$1,000,000/\$2,000,000 general liability insurance naming City as additional insured.
- Submit \$25.00 annual fee.

I certify that the application is complete and accurate and understand that failure to meet and maintain all requirements for display of a temporary moveable sign shall be grounds for revocation of permit.

John L. Jacobs  
Signature of Applicant

March 27, 2020  
Date

INDEMNIFICATION AGREEMENT

The undersigned, John L. Jacobs, an applicant for a permit for a temporary movable sign and a proprietor of an establishment in an area where temporary movable signs are permitted pursuant to Cedar Falls Ordinance § 23-65, (hereinafter "Applicant"), acknowledges that as a condition to the City of Cedar Falls issuing a permit for a temporary movable sign that Applicant must meet the following requirements pursuant to subsection (e)(15)(i) and (ii) of § 23-65 of the Code of Ordinances of the City of Cedar Falls, Iowa:

(i) Furnish proof of insurance: Commercial general liability insurance coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate for bodily injury and property damage, with the City to be named as an additional insured on the policy, with an endorsement to be issued as part of the insurance policy, evidencing compliance with this requirement; and

(ii) Furnish an indemnification agreement by which Applicant agrees to indemnify and hold the City harmless from any liability for damages arising out of the placement of the temporary movable sign in the public right-of-way.

In consideration of the City's agreement to permit the temporary movable signs on certain public sidewalks in full compliance with Cedar Falls Ordinance § 23-65, Applicant, its successors and assigns, hereby agree to indemnify, defend and hold harmless the City, its officers, agents and employees, from and against any and all claims, losses, liability or damages of whatever nature, including payment of reasonable attorney fees, which may arise from my use of the public right-of-way arising from this Agreement, or which may be caused in whole or in part by any act or omission of the Applicant including Applicant's agents or employees.

Applicant hereby acknowledges that he/she has carefully read the foregoing Release and Indemnification Agreement, that he/she voluntarily signs the same, and acknowledges receipt of a copy hereof.

Dated this 21 day of March, 2020.

Crystal Waltz  
Witness Signature

John L. Jacobs  
Signature of Applicant

Crystal Waltz  
Name of Witness - Print

John L. Jacobs  
Name of Applicant - Print

The Space 109, owner  
Business Name & Title of Applicant Proprietor





# CERTIFICATE OF LIABILITY INSURANCE

DATE: **Item 9.**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brummel Madsen & Associates 318 Main Street P.O. Box 399 Cedar Falls IA 50613		<b>CONTACT NAME:</b> Jordyn Beranek <b>PHONE (A/C, No, Ext):</b> (319) 266-2644 <b>FAX (A/C, No):</b> (319) 277-2429 <b>E-MAIL ADDRESS:</b> jordynb@brummelmadsen.com	
<b>INSURED</b> John Jacobs 109 E 2nd St Cedar Falls IA 50613		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Grinnell Mutual Reinsurance NAIC # 14117 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

**COVERAGES**                      **CERTIFICATE NUMBER:** 19-20                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		0000834694	06/24/2019	06/24/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Exclude Personal and \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

John Jacobs DBA The Space DBA The Master's Library; 109 E 2nd St, Cedar Falls, IA 50613

City of Cedar Falls is included as additional insured on the General Liability policy, if required by written contract or agreement subject to the policy terms and conditions.

### CERTIFICATE HOLDER

### CANCELLATION

City of Cedar Falls 220 Clay St Cedar Falls IA 50613	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

**Instructions on the reverse side**

For period (MM/DD/YYYY) 04 / 06 / 2020 through June 30, 2020

I/we apply for a retail permit to sell cigarettes, tobacco, alternative nicotine, or vapor products:

**Business Information:**

Trade Name/DBA Marshall BWS Prime Mart  
Physical Location Address 2728 Center St City Cedar Falls ZIP 50613  
Mailing Address 2728 Center St City Cedar Falls State IA ZIP 50613  
Business Phone Number 319-830-2729

**Legal Ownership Information:**

Type of Ownership: Sole Proprietor  Partnership  Corporation  LLC  LLP   
Name of sole proprietor, partnership, corporation, LLC, or LLP SARDAR LLC  
Mailing Address 2728 Center St City Cedar Falls State IA ZIP 50613  
Phone Number 3198302729 Fax Number \_\_\_\_\_ Email midwestllc786@gmail.com

**Retail Information:**

Types of Sales: Over-the-counter  Vending machine   
Types of Products Sold: (Check all that apply)  
Cigarettes  Tobacco  Alternative Nicotine Products  Vapor Products

**Type of Establishment: (Select the option that best describes the establishment)**

Alternative nicotine/vapor store  Bar  Convenience store/gas station  Drug store   
Grocery store  Hotel/motel  Liquor store  Restaurant  Tobacco store   
Has vending machine that assembles cigarettes  Other

If application is approved and permit granted, I/we do hereby bind ourselves to a faithful observance of the laws governing the sale of cigarettes, tobacco, alternative nicotine, and vapor products.

**Signature of Owner(s), Partner(s), or Corporate Official(s)**

Name (please print) Wakeed Parvez Name (please print) \_\_\_\_\_  
Signature [Signature] Signature \_\_\_\_\_  
Date 03-27-20 Date \_\_\_\_\_

Send this completed application and the applicable fee to your local jurisdiction. If you have any questions contact your city clerk (within city limits) or your county auditor (outside city limits).

**FOR CITY CLERK/COUNTY AUDITOR ONLY – MUST BE COMPLETE**

- Fill in the amount paid for the permit: \$25.00
- Fill in the date the permit was approved by the council or board: \_\_\_\_\_
- Fill in the permit number issued by the city/county: \_\_\_\_\_
- Fill in the name of the city or county issuing the permit: Cedar Falls
- New  Renewal

Send completed/approved application to Iowa Alcoholic Beverages Division within 30 days of issuance. Make sure the information on the application is complete and accurate. A copy of the permit does not need to be sent; only the application is required. It is preferred that applications are sent via email, as this allows for a receipt confirmation to be sent to the local authority.

- Email: [iapledge@iowaabd.com](mailto:iapledge@iowaabd.com)
- Fax: 515-281-7375



**DEPARTMENT OF PUBLIC SAFETY SERVICES**

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

319-273-8612

**MEMORANDUM**

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**To:** Mayor Green and City Councilmembers  
**From:** Jeff Olson, Public Safety Services Director  
Craig Berte, Assistant Police Chief  
**Date:** April 02, 2020  
**Re:** Beer/Liquor License Applications

---

Police Operations has received applications for liquor licenses and/ or wine or beer permits. We find no records that would prohibit these license and permits and recommend approval.

Name of Applicants:

- a) Godfather's Pizza, 1621 West 1st Street, Class B beer - renewal.
- b) Jorgensen Plaza (Table 1912, Diamond Event Center and Gilmore's Pub), 5307 Caraway Lane, Class C liquor, Class B wine & outdoor service - renewal.
- c) Luxe Nail Bar, 5907 University Avenue, Class C liquor - renewal.
- d) Mary Lou's Bar & Grill, 2719 Center Street, Class C liquor & outdoor service - renewal.
- e) CVS/Pharmacy, 2302 West 1st Street, Class E liquor - renewal.
- f) Prime Mart, 2728 Center Street, Class E liquor – new.

**RESOLUTION TO CALL ON THE GOVERNOR OF IOWA TO ISSUE A STATEWIDE "SAFE AT HOME" ORDER**

**Whereas** the COVID-19 global pandemic poses an unprecedented threat to the health and well-being of our community; and

**Whereas** the Governor of Iowa has, on March 17, 2020, proclaimed a State of Public Health Disaster Emergency in the State of Iowa and has taken steps to limit the spread of COVID-19 in our state; and

**Whereas** widespread community transmission of the coronavirus has been identified in counties across Iowa, including confirmation in Black Hawk County on March 31, 2020; and

**Whereas** the body of scientific knowledge available on COVID-19 shows that staying at home is the surest defense against the rapid spread COVID-19, which will in turn ensure that our local medical facilities are not overloaded in the coming weeks;

**Be it resolved:** that the Black Hawk County Board of Supervisors and the undersigned mayors representing cities within Black Hawk County call on the Governor of Iowa to issue a "Safe at Home Order" covering the state of Iowa ordering all Iowans to stay safe at home except for when conducting essential activities.

**Be it further resolved:** that we ask the Governor to utilize the guidance from the U.S. Department of Homeland Security and the Centers for Disease Control to clearly define what is and is not considered to be an essential business, essential non-profit, and essential activity as pertains to this order.



DEPARTMENT OF FINANCE & BUSINESS OPERATIONS

CITY OF CEDAR FALLS, IOWA  
220 CLAY STREET  
CEDAR FALLS, IOWA 50613  
319-273-8600  
FAX 319-268-5126

**INTEROFFICE MEMORANDUM**

**TO:** Mayor Green and City Council Members  
**FROM:** Jennifer Rodenbeck, Director of Finance & Business Operations  
**DATE:** April 1, 2020  
**SUBJECT:** New Job Classification – V & T Sales and Marketing Coordinator

Attached is a job classification for a new position, V & T Sales and Marketing Coordinator. You may recall that in goal setting there was discussion about adding a full time position in our V & T area that would allow the City to be more proactive in recruiting events to Cedar Falls. The position was included in the FY21 budget that was approved by City Council. Since this is a new position, a job classification was developed and a pay grade was established.

Upon approval of the job classification, the Civil Service hiring process for this position will begin. If you have any questions regarding the job classification, please feel free to contact Stephanie Houk Sheetz or myself.



# JOB CLASSIFICATION

<b>Job Title</b>	Visitors and Tourism Sales & Marketing Coordinator	<b>Job Code</b>	792
<b>Department</b>	Community Development	<b>Pay Band</b>	9
<b>FLSA Status</b>	Non-Exempt	<b>Union Status</b>	Non-Union
<b>Prepared</b>	03/06/2020	<b>Adopted</b>	4/06/2020
<b>Amended</b>			

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.*

## POSITION DEFINITION

This position actively solicits business from a variety of organizations and presents Cedar Falls as a premier meeting and event destination. Through cooperative efforts with the local hospitality industry, destination marketing partners, and community members, the Visitors and Tourism Sales & Marketing Coordinator will work to secure business for the area that generates significant economic impact for our community.

## SUPERVISION RECEIVED AND EXERCISED

Receives direction from Visitor, Tourism and Cultural Programs Manager.

This position may provide direction to Visitor & Tourism coordinators and assistants.

## EXAMPLES OF RESPONSIBILITIES AND DUTIES

Important responsibilities and duties may include, but are not limited to, the following:

### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop content for marketing materials and coordinate their layout with graphic designer.
- Distribute marketing materials including website, social media, print media, email promotions and direct mail that promote Cedar Falls as a destination for meetings and groups.
- Research meetings and events that complement Cedar Falls' image, amenities and economic development efforts and for the purpose of bringing events to the city. This includes on-line research, attending business to business tradeshow, sales calls, telephone calls and other means of exposure.



## JOB CLASSIFICATION

- Maintain a database consisting of potential clients and businesses including pertinent facts about the types and size of events they host, those we have won, and the economic impact of these events.
- Develop relationships with planners to produce leads. This includes active involvement with local, state, regional and national organizations that are likely to produce new meetings and events for the city.
- Build relationships with local hotels and businesses. Organize sales blitzes, cooperative marketing opportunities and create proposals to attract meetings and groups to the city.
- Service events we host by organizing volunteers, shuttle services, scheduling off-site excursions and activities, companion itineraries, speakers and entertainment.
- Maintain relationships with planners we have already hosted to encourage repeat business.
- Respond to all meeting inquiries that come to the Visitors Bureau.
- Connect event planners with community businesses capable of providing products and services required for a successful event.
- Willingness to work some nights and weekends to accommodate events, meeting schedules, and site visits, and to attend shows and out-of-town sales calls.
- Support and assist with duties of the Visitors & Tourism Senior Services Coordinator and Assistants including, but not limited to answering phones, assisting visitors and arrangement of facility for events.

### OTHER DUTIES AND RESPONSIBILITIES

- Assist with daily operations of the Visitor Center.
- Perform other duties as assigned.

### MINIMUM SKILLS AND QUALIFICATIONS

#### REQUIRED KNOWLEDGE

- Proficiency with modern office procedures, methods, and computer equipment including word processing, spreadsheets, database management and social media.
- Principles of record keeping, letter writing, and report preparation.
- Exceptional communication skills with ability to execute effective sales presentations.
- Experience in coordinating and administering multiple projects simultaneously.



## JOB CLASSIFICATION

- Highly self-motivated and ability to be self-directed.
- Strong organizational skills with attention to detail.
- Committed to relationship-building with strong interpersonal skills.
- Exceptional listening skills and the ability to anticipate business needs.

### ABILITY TO PERFORM

- Follow all safety rules and regulations of the City.
- Communicate clearly and concisely, both orally and in writing to inform, motivate and influence.
- Analyze data and convert this information into workable goals for improvement.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Prepare and present clear and concise reports to the Visitors & Tourism Board, City Council and stakeholders.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Effectively utilize: desktop publishing, word processing and spreadsheet applications, Internet, analytics, telephone and office skills, etc.

## EXPERIENCE AND TRAINING GUIDELINES

### MINIMUM EXPERIENCE

Three years of experience in sales, marketing, or public relations, preferably in the travel and hospitality industry,

### MINIMUM EDUCATION OR FORMAL TRAINING

Associate's degree in sales, marketing, hospitality or business

### LICENSES/CERTIFICATIONS REQUIRED

Possession of, or ability to obtain, an appropriate, valid driver's license.

## WORKING CONDITIONS AND ENVIRONMENT

### ENVIRONMENTAL CONDITIONS





## JOB CLASSIFICATION

Office environment utilizing standard office equipment, such as computers, phones, and photocopiers; subject to high levels of public contact, frequent interruptions, unusual fatigue factors, and irregular work hours; occasionally subject to outdoor weather conditions.

### PHYSICAL CONDITIONS

Functions of this position require maintaining physical condition necessary for walking, standing, and sitting for prolonged periods of time; pushing, pulling, and reaching above the shoulder motions; squatting, bending, and kneeling while performing work activities; general manual dexterity required for typing for prolonged periods of time; carrying or lifting items greater than 40 pounds.

RESOLUTION NO. 6231

RESOLUTION DECLARING SURPLUS FUNDS AND AUTHORIZING THE PERMANENT TRANSFER OF FUNDS FROM THE MUNICIPAL ELECTRIC AND GAS UTILITIES TO THE CITY OF CEDAR FALLS

Whereas, in accordance with Resolution No. 6027, the Boards of Trustees of the Municipal Electric and Gas Utilities of the City of Cedar Falls, Iowa, have determined that there are surplus funds available in the Municipal Electric and Gas Utilities; and

Whereas, the Boards of Trustees have further determined that a transfer of surplus funds from the Municipal Electric and Gas Utilities should be made to the City of Cedar Falls, Iowa, in accordance with Section 384.89 of the Code of Iowa; and

Whereas, the Boards of Trustees have chosen to direct said transferred funds to the City of Cedar Falls' General Fund and its Economic Development Fund, as outlined below; and

Whereas, said transfer of surplus funds is to be permanent; and

Whereas, in accordance with Section 384.89 of the Code of Iowa, said transfer of surplus funds is subject to the approval of the Cedar Falls City Council.

Now, Therefore, Be It Resolved by the Boards of Trustees of the Municipal Electric and Gas Utilities of the City of Cedar Falls, Iowa, as follows:

- 1. That the sum of \$2,842,680.00 shall be transferred from the surplus funds of the Municipal Electric Utility and the sum of \$283,900.00 shall be transferred from the surplus funds of the Municipal Gas Utility to the General Fund of the City of Cedar Falls, Iowa, subject, however, to the City Council of the City of Cedar Falls approving said transfer by resolution, and said approving resolution being certified to these Boards of Trustees.
2. That the sum of \$15,750.00 shall be transferred from the surplus funds of the Municipal Electric Utility and the sum of \$14,250.00 shall be transferred from the surplus funds of the Municipal Gas Utility to the Economic Development Fund of the City of Cedar Falls, Iowa, subject, however, to the City Council of the City of Cedar Falls approving said transfer by resolution, and said approving resolution being certified to these Boards of Trustees.
3. The Director of Finance & Organizational Services of the Municipal Electric and Gas Utilities is directed to make proper entries in the books of said Utilities and to notify the City Clerk of this transfer when properly approved as herein required, and shall accompany said notification with a copy of this Resolution.

Introduced and Adopted this 11th day of March, 2020.

Attest: Richard L. McAlister - Chair (signature)
MaraBeth K. Soneson - Secretary (signature)

The above Resolution was moved by Trustee Soneson and seconded by Trustee Johnson. Upon call of the roll the following Trustees voted:

Aye: McAlister, Engel, Soneson, Johnson, Iehl
Nay: None
Absent: None

I hereby certify the above to be a true and correct copy of Resolution No.6231 passed by the Boards of Trustees of the Municipal Electric and Gas Utilities of the City of Cedar Falls, Iowa, on the 11th day of March, 2020.

Richard L. McAlister - Chair (signature)



**MEMORANDUM**

ADMINISTRATION DIVISION  
2200 TECHNOLOGY PKWY  
CEDAR FALLS, IOWA 50613  
319-273-8629  
FAX 319-273-8632

OPERATIONS AND  
MAINTENANCE DIVISION  
2200 TECHNOLOGY PKWY  
319-273-8629  
FAX 319-273-8632

**TO:** Honorable Mayor Rob Green and City Council  
**FROM:** Brian M. Heath, Oper./Maint. Division Manager *BMH*  
**DATE:** March 23, 2020  
**SUBJECT:** Public Safety Tanker Apparatus

As part of the Equipment Replacement Program and Capital Improvements Program, the Public Safety Department has a Water Tank/Pump Combination Apparatus scheduled for purchase in FY21. This tank truck will be utilized as a first run unit to provide water at locations where city water is not available.

Quotations were sought through the Sourcewell network of cooperative purchasing, providing competitively solicited cooperative contracts for municipalities. A unit will be available in FY21 from Toyne Inc. through this program at a cost of \$230,831.65. Toyne Inc. is the same manufacturer that produced the City's existing first run pumper trucks which have proven to be quality dependable units.

The capital improvements program has allocated \$200,000.00 in FY21 utilizing General Obligation Bonds for the purchase of this equipment. If approved, the remaining \$30,831.65 will be paid from the Public Safety Operating Budget.

Therefore, it is the recommendation of Public Works Department to pass a resolution authorizing the expenditure of funds in accordance with the Accounting Policies and Procedures and Purchasing Manual for the purchase of said equipment from Toyne Inc.

Please feel free to contact me if you have questions.

CC: Chase Schrage, Director of Public Works



## DEPARTMENT OF COMMUNITY DEVELOPMENT

VISITORS, TOURISM AND CULTURAL PROGRAMS  
 6510 HUDSON ROAD  
 CEDAR FALLS, IOWA 50613  
 PH: 319-268-4266  
 FAX: 319-277-9707

## MEMORANDUM

**TO:** The Honorable Mayor Green and City Council  
**FROM:** Heather Skeens, Cultural Programs Supervisor  
**DATE:** March 31, 2020  
**SUBJECT:** UNI Alumni Studio at Red House Studios (224 West Seerley Boulevard)

Please find attached a lease agreement for use of 224 West Seerley Boulevard as artists' studio space, in conjunction with the Hearst Center's new Visiting Artist Program and the UNI Alumni Studio partnership.

Please note, the lease agreement ***does not*** require monthly rent from the lessee, as the use of the studio is sponsored by the UNI Department of Art/UNI Foundation via a \$3,000.00 sponsorship. All other aspects of the lease are the same as the three leases approved at the January 20, 2020 City Council meeting for the three artists now leasing studios at 224 West Seerley Boulevard.

The lessee was selected by a sub-committee of the Cedar Falls Art and Culture Board after a call for applications from recent graduates of the UNI Department of Art. The Art and Culture Board received three applications, of all high quality. The selected applicant, Abigail Hedley, will be required to pass a background check.

*Below is additional background information from the previous memo dated January 13, 2020:*

### **History of the Property:**

The house directly to the east of the Hearst Center was purchased by the city in June 1995 at the request of the Cedar Falls Art and Culture Board, in order to plan ahead for a possible expansion to the Hearst. The property was used as a residential rental until late 2017. After trying to rent it again without any interest, Hearst Center staff and the Art and Culture Board drafted a proposal for artist studio space, to make use of the property in service of Hearst Center programming.

### **Project Summary:**

The "Red House Studios" project was formed through various discussions with Hearst building visioning committee members, local artists, Cedar Valley Arts steering committee members,

UNI faculty and city staff. After an initial proposal in August of 2018, the project was vetted through a series of meetings with city staff, risk management committee, other area arts organizations, and UNI Department of Art faculty. The project was implemented to serve several needs:

- to create an arts-related, mission-driven use for the rental property next door to the Hearst Center;
- to catalyze the start of a Visiting Artist program in Cedar Falls Schools, coordinated by the Hearst Center;
- to collaborate with UNI on a community outreach program; modeled after a successful program at Drake University.

The Red House Studios and Visiting Artist program are meant to be a programmatic test of this model, in anticipation of a possible studio program in the renovation plans for the Hearst Center, which would eventually be revenue-generating. All costs associated with the initial two-year run of this program are covered by an estate donation held by the Hearst Center for the support of a Visiting Artist program.

The house will rent to four artists for the length of one year as studio workspace. Three studios will be rented to artists currently practicing in our community. A fourth studio will be rented to a recent graduate of the UNI art program. The use of the UNI studio is an award for excellence, supported by the UNI Department of Art through a \$3000 sponsorship. We anticipate the additional rental agreement to be on Council's agenda for approval at the March 16<sup>th</sup> meeting.

All artists occupying studios have agreed to provide two programs each at a pre-selected Cedar Falls school. This coordination of the Visiting Artists will be administered by Heather Skeens, Cultural Programs Supervisor, and Lysie Maynard, Cedar Falls School lead art teacher. Artists will be paired with classrooms by Lysie Maynard depending on each artist's studio practice and the interests of the art teachers.

Please let me know if you have any questions or concerns.

CC: Stephanie Sheetz, Director of Community Development  
Kim Manning, Visitors and Tourism Bureau/Cultural Programs Manager

CITY OF CEDAR FALLS  
**RED HOUSE STUDIO LEASE**

This Lease Agreement in entered into on the 26th day of March, 2020, by the City of Cedar Falls, Iowa, (“Lessor”), whose address for purposes of this Lease Agreement is 220 Clay Street, Cedar Falls, IA 50613, and Abigail R. Hedley (“Lessee”), whose address for purposes of this Lease Agreement is 2500 Olive St. Apt. E Cedar Falls, IA 50613.

1. **Premises and Term.** In consideration of the agreements below set forth, Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, from the 7<sup>th</sup> day of April, 2020 to the 31<sup>st</sup> day of December, 2020, the following described premises located in Cedar Falls, Black Hawk County, Iowa, together with the improvements thereon, and all rights, easements and appurtenances therewith:

*Studio A located at 224 West Seerley Boulevard, Cedar Falls, Iowa. See Diagram A attached hereto and incorporated herein by this reference. (the “Premises”)*

2. **Rent.** The lessee acknowledges that rent shall be paid by the UNI Foundation at a rate of \$375 per class visit, with eight scheduled visits for the fall semester of 2020. The rental amount for the period of the lease is \$3000.00 to be paid as follows: The UNI Foundation will be invoiced for \$375 per classroom visit within one week of the completion of each of the eight visits. All delinquent payments shall bear interest at the rate of seven percent (7%) per annum, computed from the scheduled date herein to the date of actual payment. Rent shall be paid as set forth herein. Payment shall be made in the form of a Money Order, Certified Check, Cashier Check, or Personal Check, made payable to the City of Cedar Falls, Iowa, and either mailed or delivered to the Hearst Center for the Arts, 304 West Seerley Boulevard, Cedar Falls, Iowa 50613, or a payment with VISA, Mastercard, or Discover Card may be made at the Hearst Center for the Arts.
3. **Use.** Tenant shall use the Premises only as a working artist studio, subject to the following terms:
  - a. **COMPLIANCE WITH LAWS:** Lessee shall comply with all applicable laws, ordinances and building health and police regulations, and shall not use the Premises for any illegal purpose.
  - b. **NO RESIDENTIAL USE:** Lessee shall not use the Premises for any type of residential purpose including sleeping overnight.

4. Security. Lessee understands that use of the Premises is at Lessee's own risk, and Lessee shall be solely responsible for the security of Studio \_\_A\_\_. The Premises will be accessible by Lessee via key 24 hours a day, 7 days a week. Lessee shall ensure that entry doors to the Premises are locked upon arrival and departure, except as may be otherwise posted.
- a. **FIRE SAFETY:** Lessee shall not engage in any activity or permit any use of the Premises which will void any insurance on the Premises, or which causes an increase in Lessor's standard insurance rates. Lessee shall exercise basic fire safety practices, including storing all paints and solvents in a fire-rated metal storage cabinet and, which Lessor may inspect at any time, and shall dispose of all flammable materials in a safe manner. Unless approved by Lessor in writing in advance, under no circumstances shall Lessee have in the Premises a hot plate, space heater, open flame, candle, incense or any other item that in the opinion of Lessor creates an unreasonable risk of injury or damage.
  - b. **NO NUISANCE:** Lessee shall not in any way create, or allow in the Premises, a nuisance or disturb any other person in the Premises, or injure the reputation of the Lessor. Creating a nuisance or disturbance could include, but is not limited to: verbal abuse, physical abuse, failure to respond to a cease and desist notice or request, disregard for personal safety of others, housing of animals, abandonment of vehicles or other property on the premises, making excessive noise, use of excessively noise, odorous or toxic materials, access of roof or other restricted areas, theft including the theft of paper goods supplied by Lessor, unauthorized entry of other studios, or unauthorized handling or removal of another tenant's work.
  - c. **RULES AND REGULATIONS:** Lessee shall at all times observe, perform and abide by all the rules and regulations as may be adopted from time to time by Lessor and which may apply to all occupants of the Premises.
  - d. **NO SMOKING:** Lessee shall not smoke or vape inside or around the Premises except in a designated smoking area, if any.
  - e. **SIGNAGE:** Lessee shall not, without Lessor's prior written consent, place signage anywhere in or near the Premises.
  - f. **STUDIO KEYS:** Lessor shall provide all keys to the Premises and no duplicate keys are allowed to be obtained by Lessee. If Lessee requires a replacement key or is locked out of the Premises, Lessor shall charge Tenant \$10.00 per occurrence per key. If Lessee does not return all keys and duplicates for the Premises at the expiration or early termination of the Lease, Lessor shall deduct the cost of rekeying the Premises by a locksmith from the Security Deposit. If the Security Deposit is insufficient to cover such cost, Lessee shall be responsible for the difference. No locks or padlocks are permitted for any outside entrance or inside door except as provided or approved in advance by Lessor.
  - g. Lessee shall notify Lessor of any anticipated extended absence from the Premises not later than the 1<sup>st</sup> day of the extended absence.

5. Acceptance of Premises in Its “As Is” Condition. Lessee has inspected the property and fixtures and acknowledges that they are in a reasonable and acceptable condition for their intended use, and that the rent agreed upon is fair and reasonable for this community for premises in their condition. In the event that the condition changes so that, in the Lessee’s opinion, the use and rental value of the Premises are affected, then Lessee shall promptly give reasonable notice to Lessor. The Lessor assumes no obligation to make changes, alterations, or additions except as otherwise herein provided. By signing this lease, Lessee accepts all conditions of the Premises, in their present, “as is” condition.
6. Assignment and Subletting. Lessee shall not assign this lease or sublease the Premises or any portion thereof without the prior written consent of Lessor, which consent may be withheld by Lessor in its sole and absolute discretion.
7. Common Areas. The Premises shall include the non-exclusive use of the bathroom, the three-season porch, the kitchen, and a large closet located on the main floor. The driveway may be used by Lessee on a first come, first served basis. The garage may be used for storage of items directly associated with the use of the Premises as set forth in this Lease, on a non-exclusive basis, provided that an area of 10 feet by 10 feet is reserved and available for temporary Studio work.
8. Maintenance of Premises. Lessor shall be responsible for routine maintenance and repair of the Premises. However, Lessee shall:
  - a. Comply with all obligations imposed upon tenants by applicable provisions of building and housing codes materially affecting health and safety;
  - b. Keep the Premises as clean and safe as their condition permits;
  - c. Dispose of all garbage and other waste in a clean and safe manner;
  - d. Conduct himself or herself in a manner that will not disturb a neighbor’s peaceful enjoyment of the Premises;
  - e. Keep the plumbing fixtures as clean as their condition permits;
  - f. Use in a reasonable manner all electrical, plumbing, heating, ventilating, air conditioning and other facilities and appliances;
  - g. Not deliberately or negligently destroy, deface, damage, impair or remove a part of the Premises or knowingly permit a person to do so; and
  - h. Make no additions, alterations or improvements to the Premises without the prior written consent of the Lessor.
9. Surrender of Possession. Lessee shall surrender possession of said Premises at the expiration of this Lease without further Notice to Quit and in as good repair and condition as the same are in or may hereafter be placed, unavoidable wear through careful use or damage by fire or the elements caused without any fault on the Lessee’s part excepted.



10. Utilities. Lessor shall pay all basic public utility services used, including all electricity, gas, water, city sewer, garbage and trash removal. Neither Internet nor cable television services shall be provided by Lessor.
11. Liability for Damage or Injury. Lessee shall be liable for any damage or injury to Lessee's person or any of Lessee's property caused by the negligence or other fault of Lessee or Lessee's, employees, agents, invitees or associates which may arise out of or in connection with the use and occupancy of the Premises.
12. Hazardous Materials. Lessee expressly represents and agrees:
- a. **NO HAZARDOUS MATERIALS:** Lessee shall use all reasonable safety precautions when handling any hazardous, toxic, flammable, combustible or explosive fluid, material, chemical or substance, including any item defined as hazardous pursuant to Iowa law. Lessee understands and agrees that Lessor's consent to use such substances is at Lessor's sole option and complete discretion and that such consent may be withheld or may be granted with any conditions or requirements that Lessor deems appropriate.
  - b. **LIABILITY:** Lessee shall be fully liable for all costs and expenses related to the use, storage, removal and disposal of hazardous substances used or kept on the property by Lessee, and Lessee shall give immediate notice to Lessor of any violation or any potential violation of any environmental regulation, rule, statute or ordinance relating to the use, storage or disposal of any hazardous substance.
  - c. **REMEDIATION:** Lessee, at its sole cost and expense, agrees to remediate, correct or remove any contamination of the property caused by any hazardous substances which have been used or permitted by Lessee or any employee, agent, invitee or associate of Lessee on the Premises. Remediation, correction or removal shall be in a safe and reasonable manner, and in conformance with all applicable laws, rules and regulations. Lessee reserves all rights allowed by law to seek indemnity or contribution from any person, other than the Lessor, who is or may be liable for any such cost and expense.
  - d. **INDEMNIFICATION:** Lessee agrees to indemnify and hold Lessor harmless from and against all claims, causes of action, damages, loss, costs, expense, penalties, fines, lawsuits, liabilities, attorney fees and engineering and consulting fees, arising out of or in any manner connected with Lessee's use or use permitted by Lessee of hazardous substances on the Premises, on or after the date of this Lease and during the term of this Lease, including but not limited to, injury or death to persons or damage to property and including any diminution of the value of any part of the Premises which may result from the foregoing. This indemnity shall survive the cessation, termination, abandonment or expiration of this Lease.
  - e. **DISPOSAL:** Lessee agrees not to place, pour or dump any toxic materials or chemical waste in the toilets, sinks or drains, nor anywhere in, on or around the

Studio or the Building and agrees to make appropriate arrangements, at Lessee's sole cost and expense, to store and dispose of all toxic and other chemical wastes.

13. No Unlawful Business. Lessee agrees that Lessee shall not engage in or permit any unlawful business whatsoever on the Premises.
14. Compliance with Lawful Regulations. Lessee shall comply with all lawful regulations, restrictions, ordinances and laws applicable to the proper use and occupancy of the Premises; and not allow ashes or trash of any kind to accumulate on the Premises.
15. Snow Removal. Lessor agrees to remove snow and other obstructions from the sidewalks and driveway and be responsible for the grounds, including lawn cleanup and care.
16. Access. Lessor shall have the right to enter the leased Premises, including the Studios, in order to inspect the premises, monitor use, make necessary or agreed repairs, decorations, alterations or improvements, supply necessary or agreed services, or exhibit the leased Premises to prospective or actual purchasers, tenants, workmen or contractors.
17. Non-liability of Lessor. Lessor shall not be liable for any damage or loss, either to person or property, sustained by Lessee or any other person, resulting from anything occurring during the term of this Lease, including any extension, on the Premises, without exception and without recourse. This includes but is not limited to the Premises or any part or appurtenances thereof becoming out of repair, due to any accident, any act or neglect of any tenant, occupant or visitor of the Premises, or of any other person. Lessee is solely responsible for any insurance costs, damage and loss related to Lessee's personal property, including but not limited to Lessee's artwork. Lessee shall be solely liable, including legal fees if any and to the full extent of the law, for any damages caused by Lessee's use and occupancy. Lessee shall be solely liable for the actions of any employee, agent invitee and associate.
18. Non-Recourse. No individual elected or appointed officer, employee, agent or volunteer of Lessor, past or present, shall be personally liable for performance of Lessor's obligations in this Lease.
19. Termination of Lease.
  - a. Upon expiration of the term of the Lease, Lessee's continued occupancy of the Premises without objection by Lessor shall convert this lease to a month-to-month lease, which shall be terminable on thirty (30) days' written notice by either party.
  - b. The parties acknowledge that Lessor may terminate this Lease for any reason on ninety (90) days' advance written notice to Lessee.

20. Non-Payment of Rent. In addition to Lessor's other remedies provided by law, and without prejudice thereto, if rent is unpaid when due, and rent is not paid in accordance with the schedule set forth in paragraph 2 above within three (3) days after notice by Lessor of nonpayment and the Lessor's intention to terminate the lease if the rent is not paid within that period of time, the Lessor may terminate this Lease.
21. Fire or Casualty Damage. If the Premises are damaged or destroyed by fire or other casualty to the extent that enjoyment of the Premises is substantially impaired, Lessee may (1) immediately vacate the premises and notify the Lessor within fourteen (14) days of Lessee's intention to terminate this Lease, in which case the Lease shall terminate as of the date of vacating, or (2) if continued occupancy is lawful, vacate only that part of the Premises rendered unusable by the fire or other casualty, in which case, Lessee's liability for rent shall be reduced in proportion to the diminution in the fair rental value of the Premises. If this Lease is terminated under the provisions of this paragraph, Lessor shall return to Lessee all prepaid rent and security that is due Lessee after lawful deductions, if any
22. Lessee Warranty. Lessee warrants that Lessee is not employed by the City of Cedar Falls and that this Lease has not been obtained by agreement to pay any fee, commission, percentage, gift or any other consideration to any person, and that no employee of the City of Cedar Falls shall be permitted to any share or part of this Lease or to any benefit to arise therefrom.
23. Moving Expenses. All expenses incurred by the Lessee for moving Lessee's personal property to the Premises and from the Premises upon expiration of this Lease, shall be Lessee's responsibility.
24. Property Manager. Heather Skeens, Cultural Programs Supervisor of the City of Cedar Falls, whose address is 304 West Seerley Boulevard, Cedar Falls, Iowa 50613, and whose telephone number is 319-268-5550 , and whose cell telephone number is 319-575-2877 , is the Property Manager who is authorized to manage the premises covered by this Lease and to receive notices and demands in connection herewith.
25. Security Deposit. At the time of execution of this Lease, Lessee and Lessor acknowledge that Lessee has paid a security deposit in the sum of \$300.00, which will be held by the Lessor and disbursed as a rental deposit according to law
26. Insurance. Lessee and Lessor agree to insure their respective interests in their real and personal property.
27. Mail.—Lessee may not designate the Premises as a mailing address for any purposes.

28. Notices. Any notice, for which provision is made in this Lease, shall be in writing, and may be given by either party to the other, in addition to any other manner provided by law, in any of the following ways: (a) by personal delivery; (b) by service in the manner provided by law for the service of original notice; or (c) by sending said notice by certified or registered mail, return receipt requested, to the last known address. For purposes of this Lease, the place for the payment of rental as provided in paragraph 2 above shall be the place designated by Lessor for the receipt of any such notice.
29. No Pets. Lessee shall not be entitled to have any pets on the Premises during the term of this Lease.
30. No Right to Incur Expenses. Lessee shall have no right to incur on behalf of Lessor any expenses for repairs or maintenance. Alterations or improvements to the Premises without the prior written consent of the Lessor, unless there is an emergency that affects Lessee's health or safety and Lessee is unable to contact the Property Manager for Lessor to obtain authorization for such expense. Lessee shall not contact any service or repair companies, but shall notify Lessor's Property Manager of the need for such service or repairs, and Lessor shall determine whether such services or repairs shall be made.
31. No Installation of Fixtures or Other Improvements. Lessee shall not install any fixtures or other improvements on or to the Premises without Lessor's prior written consent.
32. Window Coverings. All window coverings installed in the premises at Lessor's expense shall remain with the premises and become the property of Lessor upon termination of this Lease. Lessee shall not make any further window coverings or other alterations or improvements to the leased Premises without the prior written consent of the Lessor, which Lessor may refuse in its sole and absolute discretion.
33. Construction. Words and phrases herein shall be construed as in the single or plural number, and as masculine, feminine or neuter gender, according to the context.
34. Entire Agreement. This Lease, including any addendum attached hereto, constitutes the entire agreement between Lessor and Lessee with respect to the subject matter hereof; and no statement, representation or promise with reference to this Lease, or the Premises being leased, or of any repairs, alterations or improvements, or any change in the term of this Lease, shall be binding upon either of the parties unless in writing and signed by both Lessor and Lessee.
35. Termination. In addition to the termination rights under this Lease, Lessor and Lessee may terminate this Lease as otherwise provided by law.

Lessee:



\_\_\_\_\_  
Abigail R. Hedley

\_\_\_\_\_  
3/26/2020  
DATE

CITY OF CEDAR FALLS, IOWA

BY \_\_\_\_\_  
INSERT TEXT

\_\_\_\_\_  
DATE

ATTEST:

BY \_\_\_\_\_  
INSERT TEXT

\_\_\_\_\_  
DATE

**DEPARTMENT OF PUBLIC WORKS**

City of Cedar Falls  
220 Clay Street  
Cedar Falls, Iowa 50613  
Phone: 319-268-5161  
Fax: 319-268-5197  
[www.cedarfalls.com](http://www.cedarfalls.com)

**MEMORANDUM**  
*Engineering Division*

**TO:** Honorable Mayor Robert M. Green and City Council

**FROM:** Jon Fitch, Principal Engineer, PE

**DATE:** March 31<sup>st</sup>, 2020

**SUBJECT:** 2020 Permeable Alley Project  
Project No. ST-000-3225  
Contract Documents

Attached for your approval are the Form of Contract; the Performance, Payment, and Maintenance Bonds; Certificates of Insurance; and Form of Proposal with Benton's Sand and Gravel for the construction of the 2020 Permeable Alley Project.

The Department of Public Works recommends approving and executing the contract with Benton's Sand and Gravel for the construction of the 2020 Permeable Alley Project. This project involves the construction of two (2) permeable alleys. The purpose of these permeable alleys is to infiltrate storm water runoff with the goal of improving the water quality in Dry Run Creek.

If you have any questions or comments feel free to contact me.

xc: Chase Schrage, Director of Public Works  
David Wicke, City Engineer  
Jon Fitch, Principal Engineer

**FORM OF CONTRACT**

This Contract entered into in quaduplicate at Cedar Falls, Iowa, this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Cedar Falls, Iowa, hereinafter called the Owner, and James D. Snodgrass of Benton's Sand & Gravel, Inc., hereinafter called the Contractor.

**WITNESSETH:**

The Contractor hereby agrees to furnish all labor, tools, materials and equipment and construct the public improvement consisting of: 2020 PERMEABLE ALLEY PROJECT, Project No. ST-000-3225 all in the City of Cedar Falls, Iowa, ordered to be constructed by the City Council of the City of Cedar Falls, Iowa, by Resolution duly passed on the 17th day of February 2020, and shown and described in the Plans and Specifications therefore now on file with the City Clerk of said City.

Said improvement shall be constructed strictly in accordance with said Plans and Specifications.

The following parts of the Plans and Specifications for said Project No. ST-000-3225 attached hereto shall be made a part of this contract as fully as though set out herein verbatim:

- a. Resolution ordering construction of the improvement
- b. Plans
- c. Notice of Public Hearing on Plans and Specifications
- d. Notice to Bidders
- e. Instructions to Bidders
- f. Supplemental Conditions
- g. General Conditions
- h. Project Specifications
- i. Form of Proposal
- j. Performance, Payment, and Maintenance Bond
- k. Form of Contract
- l. Non-collusion Affidavit of Prime Bidder
- m. Bidder Status Form

In Witness whereof, this Contract has been executed in quadruplicate on the date first herein written.

James D Snodgrass  
Contractor  
James D Snodgrass

CITY OF CEDAR FALLS, IOWA

By \_\_\_\_\_  
Robert M. Green, Mayor

Attest: \_\_\_\_\_  
Jacqueline Danielsen, CMC  
City Clerk



### Performance, Payment, and Maintenance Bond

SURETY BOND NO.   S016605  

KNOW ALL BY THESE PRESENTS:

That we, Benton's Sand & Gravel Inc, as Principal (hereinafter the "Contractor" or "Principal" and Employers Mutual Casualty Company as Surety are held and firmly bound unto CITY OF CEDAR FALLS, IOWA, as Obligee (hereinafter referred to as "the Owner"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Two Hundred Eight Thousand One Hundred Forty Four Dollars & 62/100 (\$ 208,144.62 ), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Owner, bearing date the \_\_\_\_\_ day of \_\_\_\_\_, 2020, hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

**2020 Permeable Alley Project  
Paving / Pavers / Storm Sewer  
Project ST-000-3225**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Owner from all outlay and expense incurred by the Owner by reason of the Contractor's default or failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Owner is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.
3. **MAINTENANCE:** The Contractor and the Surety on this Bond hereby agree, at their own expense:

- A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of 2 year (s) from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
- B. To keep all work in continuous good repair; and
- C. To pay the Owner's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Owner all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

**Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Owner at the time such work was accepted.**

4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

- A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
- B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this bond shall then be released as to such excess increase; and
- C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

- D. That no provision of this Bond or of any other contract shall be valid that limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Owner including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the Owner's staff attorneys), and all costs and expenses of litigation as they are incurred by the Owner. It is intended the Contractor and Surety will defend and indemnify the Owner on all claims made against the Owner on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Owner will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Owner incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Owner whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be in the Iowa District Court for Polk County, State of Iowa. If legal action is required by the Owner to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Owner, the Contractor and the Surety agree, jointly, and severally, to pay the Owner all outlay and expense incurred therefor by the Owner. All rights, powers, and remedies of the Owner hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Owner, by law. The Owner may proceed against surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a work, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Project No. ST-000-3225

Witness our hands, in triplicate, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Surety Countersigned By:

Jill Shaffer  
Signature of Agent

Jill Shaffer  
Printed Name of Agent

LMC Insurance & Risk Management  
Company Name

4200 University Avenue #200  
Company Address

West Des Moines, IA 50266  
City, State, Zip Code

515-244-0166  
Company Telephone Number

**FORM APPROVED BY:**

\_\_\_\_\_  
Attorney for Owner

**PRINCIPAL:**

Benton's Sand & Gravel Inc  
Contractor

By: Jan D Snodgrass  
Signature  
VP  
Title

**SURETY:**

Employers Mutual Casualty Company  
Surety Company

By: Jill Shaffer  
Signature Attorney-in-Fact Officer

Jill Shaffer  
Printed Name of Attorney-in-Fact Officer

Employers Mutual Casualty Company  
Company Name

PO Box 712  
Company Address

Des Moines, IA 50306  
City, State, Zip Code

515-280-2511  
Company Telephone Number

**NOTE:**

1. All signatures on this performance, payment, and maintenance bond must be original signatures in ink; copies, facsimile, or electronic signatures will not be accepted.
2. This bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.



P.O. Box 712 • Des Moines, Iowa 50306-0712

### POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

#### KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

**JILL SHAFFER**

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond(s):

**Surety Bond Principal:**  
**Number Benton's Sand & Gravel**

S016605

In an amount not exceeding Ten Million Dollars .....\$10,000,000.00

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

### AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Authority is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

**RESOLVED:** The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

**IN WITNESS THEREOF,** the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 1st day of July, 2018.

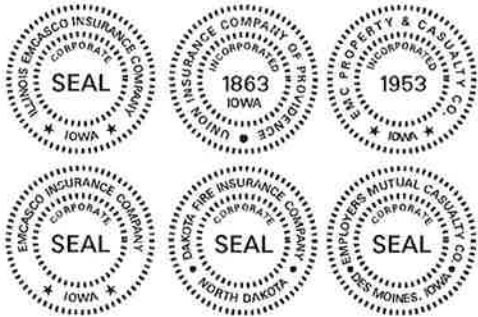
Seals

*Bruce G. Kelley*

Bruce G. Kelley, CEO, Chairman of Companies 2, 3, 4, 5 & 6; President of Companies 1, 2 & 6; Treasurer of Companies 1, 2, 3, 4 & 6

*Todd Strother*

Todd Strother  
Senior Vice President



On this 1st day of July, 2018 before me a Notary Public in and for the State of Iowa, personally appeared Bruce G. Kelley and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President and Treasurer, and/or Senior Vice President, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Bruce G. Kelley and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2022.

*Kathy Loveridge*

Notary Public in and for the State of Iowa



### CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 1st day of July, 2018, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this \_\_\_\_\_ day of \_\_\_\_\_.

*J D Clough*  
Vice President



**FORM OF PROPOSAL  
2020 PERMEABLE ALLEY PROJECT  
PROJECT NO. ST-000-3225  
CITY OF CEDAR FALLS, IOWA**

To the Mayor and City Council  
City of Cedar Falls, Iowa

The undersigned hereby certifies that James D. Snodgrass have personally and carefully examined the specifications, general conditions, and form of contract annexed hereto. Having made such examination, the undersigned hereby proposes to construct the improvements for the 2020 PERMEABLE ALLEY Project in accordance with the plans and specifications on file in the office of the City Clerk, the published Notice to Bidders and the Form of Contract, herewith, complying with all the laws of the State of Iowa, and the Rules, Regulations, and Ordinances of the City of Cedar Falls, and to the satisfaction of the City Council of the City of Cedar Falls, Iowa, including the guaranteeing of this Project for a period of two (2 yrs.) years from the date of final acceptance thereof at the following prices, to-wit:

ITEM NO.	DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT PRICES	EXTENDED PRICES
1	TOPSOIL, FURNISH & SPREAD	C.Y.	80	40.00	3200.00
2	EXCAVATION, CLASS 10, ROADWAY WASTE	C.Y.	589	15.00	8835.00
3	MODIFIED SUBBASE, 12"	S.Y.	36	18.00	648.00
4	SUBDRAIN CLEANOUT, TYPE A-1, 6"	EACH	4	500.00	2000.00
5	VALVE EXTENSION	EACH	2	175.00	350.00
6	7" CURB & GUTTER, P.C.C., 2.5' WIDE	L.F.	72	46.20	3326.40

ITEM NO.	DESCRIPTION	UNIT	TOTAL QUANTITY	UNIT PRICES	EXTENDED PRICES
7	REMOVAL OF DRIVEWAY	S.Y.	125	9.00	1125.00
8	REMOVAL OF SIDEWALK	S.Y.	88	9.00	792.00
9	SIDEWALK, 6" P.C.C.	S.Y.	88	101.33	8917.04
10	DRIVEWAY, 6" P.C.C.	S.Y.	289	79.28	22911.92
11	DRIVEWAY, GRANULAR, 1" ROADSTONE	S.Y.	33	6.75	222.75
12	PATCH, COMPOSITE HMA/ P.C.C.	S.Y.	27	300.00	8100.00
13	REMOVAL OF CURB & GUTTER	L.F.	72	10.00	720.00
14	ENGINEERING FABRIC	S.Y.	1347	4.00	5388.00
15	UNDERDRAIN, 6" PLASTIC PERFORATED, TYPE S	L.F.	954	10.00	9540.00
16	STORAGE AGGREGATE, 8"	S.Y.	1155	12.25	14148.75
17	FILTER AGGREGATE, 4"	S.Y.	1155	6.10	7045.50
18	PERMEABLE INTERLOCKING PAVERS, CLAY BRICK	S.F.	3393	11.75	39867.75
19	PCC EDGE RESTRAINT, 6" CONCRETE SLAB, 4' WIDE	S.Y.	777	57.23	44467.71
20	TRAFFIC CONTROL	L.S.	1	1995.00	1995.00
21	HYDRAULIC SEEDING	S.F.	4260	.38	1618.80
22	WATTLE, STRAW, 9"	L.F.	1870	5.00	9350.00
23	INLET PROTECTION DEVICE	EACH	9	325.00	2925.00
24	INLET PROTECTION DEVICE MAINTENANCE	EACH	9	100.00	900.00
25	MOBILIZATION	L.S.	1	9750.00	9750.00
<b>TOTAL BID</b>					<b>208,144.62</b>



Bidders may not independently bid on selective items of work. In this project, all items constitute one indivisible work that will be let to one Bidder. Bids shall be submitted for all of the items (Items 1-25). The successful Bidder will be determined by evaluating the sum of correct unit price extensions. Failure to submit a bid on any item shall be just cause for disqualification of the entire proposal. Unit bids must be filled in ink, typed or computer generated, or the bid will be rejected. The Owner reserves the right to delete any part or all of any item.

The Owner reserves the right to reject any and all bids, including without limitation, nonconforming, nonresponsive, unbalanced or conditional bids. The Owner further reserves the right to reject the bid of any Bidder whom it finds, after reasonable inquiry and evaluation, to be non-responsive. The Owner may also reject the bid of any Bidder if the Owner believes that it would not be in the best interest of the project to make an award to that Bidder. The Owner also reserves the right to waive all informalities not involving price time or changes in the work

If written notice of approval of award is mailed, telegraphed or delivered to the undersigned within forty-five (45) calendar days after the bid opening thereof, or any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver an agreement in the prescribed form and furnish the required Bond within ten (10) calendar days after the Contract is presented to Bidder for signature, and start work within ten (10) calendar days after the date as set forth in the written Notice to Proceed.

Bid Security in the sum of 10% of Bid in the form of Bid Bond, is submitted herewith in accordance with the Instructions to Bidders.

The Bidder is prepared to submit a financial and experience statement upon request.

The Bidder has received the following Addendum or Addenda:

Addendum No. \_\_\_\_\_ Date \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Date \_\_\_\_\_

The Bidder has filled in all blanks on this Proposal.

Note: The Penalty for making false statements in offers is prescribed in 18 U.S.C.A., Section 1001.

Name of bidder

Benton's Sand & Gravel, Inc.

905 Center Street, Cedar Falls, IA 50613

Official Address



By Vice-President

Title



DEPARTMENT OF PUBLIC WORKS

City of Cedar Falls  
220 Clay Street  
Cedar Falls, Iowa 50613  
Phone: 319-268-5161  
Fax: 319-268-5197  
[www.cedarfalls.com](http://www.cedarfalls.com)

**MEMORANDUM**  
*Engineering Division*

**TO:** Honorable Mayor Robert M. Green and City Council

**FROM:** Jon Fitch, Principal Engineer, PE

**DATE:** March 23<sup>rd</sup>, 2020

**SUBJECT:** 2020 Street Construction Project  
Project No. RC-000-3185  
Contract Documents

Attached for your approval are the Form of Contract; the Performance, Payment, and Maintenance Bonds; Certificates of Insurance; and Form of Proposal with Peterson Contractors, Inc for the construction of the 2020 Street Construction Project.

The Department of Public Works recommends approving and executing the contract with Peterson Contractors, Inc. for the construction of the 2020 Street Construction Project. This project involves the full removal and replacement of three (3) streets and HMA overlay with curb and gutter replacement on seven (7) streets. In addition the project includes cold-in-place recycled asphalt pavement on North Union Road.

If you have any questions or comments feel free to contact me.

xc: Chase Schrage, Director of Public Works  
David Wicke, City Engineer  
Jon Fitch, Principal Engineer

## FORM OF CONTRACT

This Contract entered into in quadruplicate at Cedar Falls, Iowa, this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Cedar Falls, Iowa, hereinafter called the Owner, and \_\_\_\_\_ of \_\_\_\_\_, hereinafter called the Contractor.

WITNESSETH:

The Contractor hereby agrees to furnish all labor, tools, materials and equipment and construct the public improvement consisting of: 2020 STREET CONSTRUCTION PROJECT, Project No. RC-000-3185 all in the City of Cedar Falls, Iowa, ordered to be constructed by the City Council of the City of Cedar Falls, Iowa, by Resolution duly passed on the 17th day of February, 2020, and shown and described in the Plans and Specifications therefore now on file with the City Clerk of said City.

Said improvement shall be constructed strictly in accordance with said Plans and Specifications.

The following parts of the Plans and Specifications for said Project No. RC-000-3185 attached hereto shall be made a part of this contract as fully as though set out herein verbatim:

- a. Resolution ordering construction of the improvement
- b. Plans
- c. Notice of Public Hearing on Plans and Specifications
- d. Notice to Bidders
- e. Instructions to Bidders
- f. Supplemental Conditions
- g. General Conditions
- h. Project Specifications
- i. Form of Proposal
- j. Performance, Payment, and Maintenance Bond
- k. Form of Contract
- l. Non-collusion Affidavit of Prime Bidder

m. Bidders Status Form

In Witness whereof, this Contract has been executed in quadruplicate on the date first herein written.

  
Contractor

CITY OF CEDAR FALLS, IOWA

By \_\_\_\_\_  
Robert M. Green, Mayor

Attest: \_\_\_\_\_  
Jacqueline Danielsen, MMC  
City Clerk

## Performance, Payment and Maintenance Bond

SURETY BOND NO. 107205492

KNOW ALL BY THESE PRESENTS:

That we, Peterson Contractors, Inc., as Principal (hereinafter the “Contractor” or “Principal” and Travelers Casualty and Surety Company of America as Surety are held and firmly bound unto CITY OF CEDAR FALLS, IOWA, as Obligee (hereinafter referred to as “the Owner”), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of Three Million Three Hundred Eighty Five Thousand Three Hundred Forty and 30/100 (\$ 3,385,340.30), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Owner, bearing date the \_\_\_\_\_ day of \_\_\_\_\_, 2020, hereinafter the “Contract”) wherein said Contractor undertakes and agrees to construct the following described improvements:

**2020 Street Construction Project  
Paving/ Subdrainage  
Project RC-000-3185**

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. PERFORMANCE: The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Owner from all outlay and expense incurred by the Owner by reason of the Contractor’s default or failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. PAYMENT: The Contractor and the Surety on this Bond hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Owner is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:
- A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of  2  year (s) from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
  - B. To keep all work in continuous good repair; and
  - C. To pay the Owner's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Owner all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.

**Contractor's and Surety's agreement herein made extends to defects in workmanship or materials not discovered or known to the Owner at the time such work was accepted.**

4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
- A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
  - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this bond shall then be released as to such excess increase; and
  - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

- D. That no provision of this Bond or of any other contract shall be valid that limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
- E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Owner including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorney's fees (including overhead expenses of the Owner's staff attorneys), and all costs and expenses of litigation as they are incurred by the Owner. It is intended the Contractor and Surety will defend and indemnify the Owner on all claims made against the Owner on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Owner will be

fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Owner incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Owner whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be in the Iowa District Court for Polk County, State of Iowa. If legal action is required by the Owner to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Owner, the Contractor and the Surety agree, jointly, and severally, to pay the Owner all outlay and expense incurred therefor by the Owner. All rights, powers, and remedies of the Owner hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Owner, by law. The Owner may proceed against surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a work, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Project No. RC-000-3185

Witness our hands, in triplicate, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Surety Countersigned By:

PRINCIPAL:

Not required  
Signature of Agent

Peterson Contractors, Inc.  
Contractor

By:   
Signature  
president  
Title

Printed Name of Agent

Company Name

SURETY:

Company Address

Travelers Casualty and Surety Company of America  
Surety Company

City, State, Zip Code

By:   
Signature Attorney-in-Fact Officer

Company Telephone Number

Dione R. Young, Attorney-in-Fact & Iowa Resident Agent  
Printed Name of Attorney-in-Fact Officer

Holmes, Murphy and Associates, LLC  
Company Name

2727 Grand Prairie Parkway  
Company Address

FORM APPROVED BY:

Waukee, IA 50263  
City, State, Zip Code

Attorney for Owner

(515) 223-6800  
Company Telephone Number

NOTE:

1. All signatures on this performance, payment, and maintenance bond must be original signatures in ink; copies, facsimile, or electronic signatures will not be accepted.
2. This bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.





**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Dione R. Young** of **Wauke**, **Iowa**, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **17th** day of **January**, **2019**.



State of Connecticut

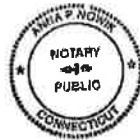
City of Hartford ss.

By:   
Robert L. Raney, Senior Vice President

On this the **17th** day of **January**, **2019**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

**IN WITNESS WHEREOF**, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, **2021**



  
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020



  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which this Power of Attorney is attached.**



CERTIFICATE OF LIABILITY INSURANCE

Item 18.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: LSB Financial Services, 219 Main St, Cedar Falls, IA 50613. CONTACT NAME: info@mylsb.com. INSURER(S) AFFORDING COVERAGE: Hartford Fire Insuranc Co (19682), Berkshire Hathaway Ins Co (22276), Trumbull Insurance Company (19666).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Workers Compensation, and Equipment Floater.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) RE: J8649 2020 Street Construction Project Cedar Falls, Iowa City of Cedar Falls as Additional Insured including Governmental Immunities Endorsement, and Waiver of Subrogation.

CERTIFICATE HOLDER CANCELLATION

City of Cedar Falls, 220 Clay Street, Cedar Falls, IA 50613

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Daisy Shires



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p><b>Name of Person or Organization:</b></p> <p>APPLIES WHERE CG2010 1001 IS REQUIRED BY WRITTEN CONTRACT OR AGREEMENT</p>
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(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. **Section II – Who Is An Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added to Paragraph 2., **Exclusions of Section I – Coverage A – Bodily Injury And Property Damage Liability:**

**2. Exclusions**

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

POLICY NUMBER: 41 CSE QU2151

Item 18.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p><b>Name of Person or Organization:</b></p> <p>APPLIES WHERE CG2037 1001 IS REQUIRED BY WRITTEN CONTRACT OR AGREEMENT</p>
<p><b>Location And Description of Completed Operations:</b></p> <p>ALL</p>

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

**Section II – Who Is An Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" at the location designated and described in the schedule of this endorsement performed for that insured and included in the "products-completed operations hazard".



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**AMENDMENT OF POLICY PROVISIONS - OPERATIONS  
PERFORMED FOR IOWA ENTITIES**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Organization	Designated Location Of Covered Operations
City of Cedar Falls, Iowa City of Cedar Rapids, Iowa City of Coralville, Iowa City of Des Moines, Iowa City of Dubuque, Iowa	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. **Section II – Who Is An Insured** is amended to include as an additional insured the organization shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
  1. In the performance of your ongoing operations for such additional insured at the locations designated in the Schedule; or
  2. In connection with your premises owned by or rented to you and shown in the Schedule.
- B. With respect to insurance provided to the additional insured shown in the Schedule, Paragraph 4., **Other Insurance** of Section IV – **Commercial General Liability Conditions** is replaced by the following:

- 4. **Other Insurance**
  - a. **Primary And Non-Contributory To Other Insurance**  
 This insurance is primary and non-contributory with the additional insured's own insurance, and we will not seek contribution from that other insurance.  
 This paragraph does not apply to other insurance to which the additional insured has been added as an additional insured or to other insurance described in Paragraph b. below.
  - b. **Excess Insurance**  
 This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

**(1) Your Work**

That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

**(2) Premises Rented To You**

That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

**(3) Tenant Liability**

That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

**(4) Aircraft, Auto Or Watercraft**

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of Section I - Coverage A - Bodily Injury And Property Damage Liability;

**(5) Property Damage to Borrowed Equipment Or Use Of Elevators**

If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion J. of Section I - Coverage A - Bodily Injury And Property Damage Liability; or

**(6) When You Are Added As An Additional Insured To Other Insurance**

That is any other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance.

When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and

- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

**c. Method Of Sharing**

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

**C. Governmental Immunity**

With respect to insurance provided to the additional insured shown in the Schedule, the following conditions are added to Section IV - Commercial General Liability Conditions:

**1. Nonwaiver Of Governmental Immunity**

The inclusion of the municipality or governmental subdivision as an additional insured under this endorsement does not waive any of the defenses of governmental immunity available to the municipality or governmental subdivision under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.

**2. Claims Coverage**

With respect to the insurance provided by this endorsement, this insurance applies only to "bodily injury", "property damage" or "personal and advertising injury" not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.

**3. Assertion Of Governmental Immunity**

The municipality or governmental subdivision shown in the Schedule shall be responsible for asserting any defense of immunity, may do so at any time and shall do so upon our timely written request. Nothing contained in this endorsement shall prevent us from asserting the defense of governmental immunity on behalf of the municipality or governmental subdivision shown in the Schedule.

**4. Non-Denial Of Coverage**

We shall not deny coverage under this policy, nor shall we deny any of the rights and benefits accruing to the municipality or governmental subdivision shown in the Schedule under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the municipality or governmental subdivision shown in the Schedule of this endorsement.

**5. No Other Change In Policy**

We agree with the municipality or governmental subdivision shown in the Schedule that the preservation of governmental immunities contained in the paragraphs above shall not otherwise change or alter the coverage available under this policy.

**D. Special Cancellation Or Nonrenewal Notification**

With respect to insurance provided to the additional insured shown in the Schedule, the following condition is added to Section **IV – Commercial General Liability Conditions**:

In the event of:

1. Cancellation for nonpayment of premium, we agree to mail or deliver written notification to the organization shown in the Schedule at least ten (10) days prior to the effective date of the action.
2.
  - a. Cancellation or nonrenewal for any statutorily permitted reason other than nonpayment of premium; or
  - b. Material restriction of coverage and/or a change in the Limits of Insurance,
 we agree to mail or deliver written notification to the organization shown in the Schedule at least thirty (30) days prior to the effective date of the action.

POLICY NUMBER: 41 CSE QU2151

COMMERCIAL GENERAL LIABILITY  
CG 24 04 05 09

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

**Name Of Person Or Organization:**

Any person or organization from whom you are required by written contract or agreement to obtain this waiver of rights from us.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



**FORM OF PROPOSAL  
2020 STREET CONSTRUCTION PROJECT  
PROJECT NO. RC-000-3185  
CITY OF CEDAR FALLS, IOWA**

To the Mayor and City Council  
City of Cedar Falls, Iowa

*PETERSON CONTRACTORS INC.*

The undersigned hereby certifies that PETERSON CONTRACTORS INC. have personally and carefully examined the specifications, general conditions, and form of contract annexed hereto. Having made such examination, the undersigned hereby proposes to construct the improvements for the 2020 STREET CONSTRUCTION PROJECT in accordance with the plans and specifications on file in the office of the City Clerk, the published Notice to Bidders and the Form of Contract, herewith, complying with all the laws of the State of Iowa, and the Rules, Regulations and Ordinances of the City of Cedar Falls, and to the satisfaction of the City Council of the City of Cedar Falls, Iowa, including the guaranteeing of this Project for a period of two (2) years from the date of final acceptance thereof at the following prices, to-wit:

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
1	Removal of Pavement	S.Y.	10,564	SEE ATTACHED	
2	Removal of A.C.C. Surfacing	S.Y.	9,029		
3	Removal A.C.C. Surfacing (Milling)	S.Y.	5,648		
4	Removal of P.C.C./A.C.C. Surface (Taper Milling)	S.Y.	1,988		
5	Removal of Curb	L.F.	2,545		
6	Removal of Driveway	S.Y.	1,628		
7	Removal of Sidewalk	S.Y.	98		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
8	Removals as per plan	UNITS	71.75	SEE ATTACHED	
9	Saw Cutting for Removals	L.F.	3,844		
10	Excavation, Class 10, Roadway Waste	C.Y.	4,040		
11	Excavation, Class 10, Unstable Material	C.Y.	404		
12	Excavation, Class 12, Boulders	C.Y.	25		
13	Pavement, Stand. Or Slip-Form, P.C.C., 7 In., Class "C"	S.Y.	10,564		
14	HMA, (ST), Surf., ½", PG58-28S	TONS	3,890		
15	HMA, (ST), Base, ¾", PG58-28S	TONS	1,448		
16	Curb, P.C.C., 7 In. 2.5 Ft. Width, Type "C" Class III	L.F.	2,240		
17	Curb, P.C.C., 7 In. 3.5 Ft. Width, Type "C", Class III	L.F.	43		
18	Curb, P.C.C., 7 In. 5.0 Ft. Width, Type "C", Class III	L.F.	305		
19	Compaction of Subgrade	STA.	26		
20	Geogrid	S.Y.	10,309		
21	Modified Subbase, 12 in.	S.Y.	13,448		
22	Surfacing, 1 inch Roadstone	TONS	30		
23	Topsoil, Furnish & Spread	C.Y.	922		
24	Sod, Provide and Place	S.F.	47,300		
25	Hydraulic Seeding	S.F.	1,000		
26	Watering Sod	M-GAL	60		
27	Driveway, P.C.C., 6 In., Class "C"	S.Y.	1,552		
28	Sidewalk, P.C.C., 4 In., Class "C"	S.Y.	574		
29	Sidewalk, P.C.C., 6 In., Class "C"	S.Y.	88		
30	Pedestrian Ramps, Detectable Warning	S.F.	38		
31	Patch, P.C.C., Full Depth, "M" Mix	S.Y.	50		
32	Patch, HMA (ST) Surf., ½", PG58-28S	TONS	50		
33	Intake, SW-507	EACH	2		
34	Intake, SW-509	EACH	1		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
35	Intake, Type B	EACH	2	SEE ATTACHED	
36	Intake, Type D	EACH	18		
37	Intake, Type C Top & Insert	EACH	4		
38	Intake, Type E Top & Insert	EACH	1		
39	Intake, Single Flat Insert	EACH	1		
40	Intake, Double Flat Insert	EACH	1		
41	Intake, Type B Insert	EACH	4		
42	Intake, Type D Insert	EACH	1		
43	Manhole Adjustment Minor	EACH	16		
44	Manhole, Storm Sewer, SW-401	EACH	2		
45	Manhole, Sanitary Sewer, SW-301	EACH	4		
46	Sewer, Storm, 15 In. Plastic Perforated	L.F.	2,190		
47	Sewer, Storm, 15 In. R.C.P. 2000D	L.F.	84		
48	Sewer, Storm, 18 In. Plastic Perforated	L.F.	406		
49	Sewer, Storm, 18 In. R.C.P. 2000D	L.F.	32		
50	Sewer, Storm, 24 In. Plastic Perforated	L.F.	652		
51	Sewer, Storm, 24 In. R.C.P. 2000D	L.F.	58		
52	Sewer, Storm, 30 In. Plastic Perforated	L.F.	10		
53	Granular Shouldering, Type A	TONS	942		
54	Special Pipe Connections, SW-211	EACH	2		
55	Granular Backfill	TONS	1,600		
56	Subdrain, Perforated, 6 In.	L.F.	6,119		
57	Subdrain, Outlet, 6 IN.. C.M.P.	EACH	23		
58	Subdrain Sump Pump Tap	EACH	81		
59	Field Tile, 4 In. to 8 In., Field Repair	L.F.	30		
60	Mailboxes, Relocate & Reinstall (Per Post)	EACH	28		
61	Traffic Control	L.S.	1		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
62	Flaggers	DAYS	10	SEE ATTACHED	
63	Valve Adjustment	EACH	10		
64	Sprinkler Heads, Remove & Plug	EACH	5		
65	Pavement Markings, Painted	STA.	199		
66	Pavement Markings, Painted Symbols	EACH	5		
67	Intake Well, Sediment Filter	EACH	21		
68	Intake, Sediment Filter	L.F.	396		
69	Cleaning of Sediment Filter Basins	EACH	21		
70	Sign Post, Square Tubing 14 Gauge 2" Galvanized	EACH	15		
71	Receiver, Sign Post, Square Tubing 12 Gauge 2-1/4" Galvanized	EACH	15		
72	Type A Signs, Aluminum	EACH	15		
73	Street Sweeping	HRS.	31		
74	Base Cleaning and Preparation	S.Y.	31,842		
75	Sewer, Sanitary, 12" Truss Pipe	L.F.	1,254		
76	Sewer Services Sanitary, 4" SDR 23.5	L.F.	440		
77	Pipe, 4" SJ Dip (Polyethylene Wrapped)	L.F.	40		
78	Pipe, 6" SJ Dip (Polyethylene Wrapped)	L.F.	20		
79	Pipe, 8" SJ Dip (Polyethylene Wrapped)	L.F.	2,280		
80	Bend, 4 In. MJ 90 Degrees	EACH	6		
81	Bend, 6 In. MJ 90 Degrees	EACH	4		
82	Bend, 8 In. MJ 90 Degrees	EACH	2		
83	Tee, 8 In. x 6 In. MJ	EACH	2		
84	Tee, 8 In. x 8 In. MJ	EACH	1		
85	Tee, 6 In. x 6 In. MJ x SW	EACH	1		
86	Tee, 8 In. x 6 In. MJ x SW	EACH	6		
87	Cross, 6 In. x 6 In. MJ x MJ	EACH	1		
88	Cross, 8 In. x 8 In. MJ x MJ	EACH	1		

BID ITEM #	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	EXTENDED PRICE
89	Reducer, 6 In. x 4 In. MJ x PE	EACH	1	SEE ATTACHED	
90	Reducer, 8 In. x 4 In. MJ x PE	EACH	3		
91	Reducer, 8 In. x 6 In. MJ x PE	EACH	1		
92	Sleeve, 4 In. x 12 In. Solid	EACH	1		
93	Sleeve, 6 In. x 12 In. Solid	EACH	1		
94	Sleeve, 8 In. x 12 In. Solid	EACH	1		
95	Valve, 6" MJ Gate w/ Box	EACH	1		
96	Valve, 8" MJ Gate w/ Box	EACH	7		
97	Cap, 4 In. MJ	EACH	4		
98	Cap, 6 In. MJ	EACH	3		
99	Hydrant Assembly	EACH	7		
100	Remove Hydrant Assembly	EACH	5		
101	Mechanical Joint Restraint, 4 In.	EACH	15		
102	Mechanical Joint Restraint, 6 In.	EACH	11		
103	Mechanical Joint Restraint, 8 In.	EACH	24		
104	Joint Restraint Gasket, 4 In.	EACH	1		
105	Joint Restraint Gasket, 6 In.	EACH	4		
106	Joint Restraint Gasket, 8 In.	EACH	19		
107	Service Shortside, ¾"	EACH	21		
108	Service Longside, ¾"	EACH	20		
109	6 In. Nitrile Gaskets	EACH	3		
110	8 In. Nitrile Gaskets	EACH	68		
111	Casting/ Chimney Replacement PCC Manholes In Pavement	EACH	12		
112	Foamed Asphalt Binder 52-34S	TON	78		
113	5" Cold-In-Place Recycled Asphalt Pavement	S.Y.	14,134		
114	Apron, Concrete 30" (Type 2)	EACH	2		
115	Revetment Stone, Class "E"	TONS	20		
116	Pipe Lining, 30" RCP Storm Sewer	L.S.	1		

117	3000 LB, PCC Mix	C.Y.	15	SEE ATTACHED
118	Mobilization	L.S.	1	
				TOTAL BID

Bidders may not independently bid on selective items of work. In this project, all items constitute one indivisible work that will be let to one bidder. A unit price shall be submitted for each of the items (Items 1-118). The successful bidder will be determined by evaluating the Total Bid shown above. Failure to submit a bid on any item shall be just cause for disqualification of the entire proposal. Unit bids must be filled in ink, typed or computer generated, or the bid will be rejected. The Owner reserves the right to delete any part or all of any item.

The Owner reserves the right to reject any and all bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional bids. The Owner further reserves the right to reject the bid of any bidder whom it finds, after reasonable inquiry and evaluation, to be non-responsible. The Owner may also reject the bid of any bidder if the Owner believes that it would not be in the best interest of the project to make an award to that bidder. The Owner also reserves the right to waive all informalities not involving price, time or changes in the work.

If written notice of approval of award is mailed, telegraphed or delivered to the undersigned within forty-five (45) calendar days after the opening thereof, or any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver an agreement in the prescribed form and furnish the required bond within ten (10) calendar days after the Contract is presented to the Contractor for signature, and start work within ten (10) calendar days after the date as set forth in the written Notice to Proceed.

Bid Security in the sum of 10% in the form of BID BOND, is submitted herewith in accordance with the Instructions to Bidders.

The bidder is prepared to submit a financial and experience statement upon request.

The bidder has received the following Addendum or Addenda:

Addendum No. 1 Date 3/5

The bidder has filled in all blanks on this Proposal.

Note: The Penalty for making false statements in offers is prescribed in 18 U.S.A., Section 1001.

Name of bidder  
PETERSON CONTRACTORS INC.

Official Address  
104 Blackhawk St. Reinbeck, IA  
500669

By [Signature]  
Title ESTIMATOR / PM

# PETERSON CONTRACTORS, INC.

104 Blackhawk Street  
P.O. Box A  
Reinbeck, Iowa 50669  
Phone: 319-345-2713

Item 18.

www.petersoncontractors.com

Fax: 319-345-2991

## QUOTE

PROPOSAL FOR: **2020 CEDAR FALLS STREET RECONSTRUCTION RC-000-3185**

### SPECIAL PROVISIONS:

FORM OF PROPOSAL FOR:

2020 CEDAR FALLS STREET CONSTRUCTION PROJECT

CITY OF CEDAR FALLS

PROJECT NO. RC-000-3185

THE FOLLOWING ITEMS AND PRICES ARE QUOTED:

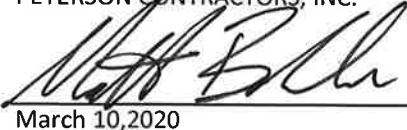
ITEM #	DESCRIPTION	UNIT TYPE	QUANTITY	UNIT PRICE	TOTAL AMOUNT
1	REMOVAL OF PAVEMENT	SY	10,564.000	4.75	50,179.00
2	REMOVAL OF ACC SURFACING	SY	9,029.000	3.65	32,955.85
3	(MILLING) REMOVAL ACC SURFACING	SY	5,648.000	5.25	29,652.00
4	TAPER MILLING REMOVAL OF PCC ACC SURFAC	SY	1,988.000	36.40	72,363.20
5	REMOVAL OF CURB	LF	2,545.000	10.00	25,450.00
6	REMOVAL OF DRIVEWAY	SY	1,628.000	4.50	7,326.00
7	REMOVAL OF SIDEWALK	SY	98.000	12.00	1,176.00
8	REMOVALS AS PER PLAN	UNITS	71.750	500.00	35,875.00
9	SAW CUTTING FOR REMOVALS	LF	3,844.000	6.00	23,064.00
10	CLASS 10 ROADWAY WASTE EXCAVATION	CY	4,040.000	10.50	42,420.00
11	CLASS 10 UNSTABLE MATERIAL EXCAVATION	CY	404.000	10.50	4,242.00
12	CLASS 12 BOULDERS EXCAVATION	CY	25.000	30.00	750.00
13	7 IN PCC PAVEMENT STAND OR SLIP FORM	SY	10,564.000	41.45	437,877.80
14	1/2 IN HMA SURFACE (ST) PG58-28S	TN	3,890.000	113.70	442,293.00
15	3/4 IN HMA BASE (ST) PG58-28S	TN	1,448.000	110.20	159,569.60
16	7 IN PCC 2.5 FT WIDTH TYPE C CLASS III	LF	2,240.000	18.20	40,768.00
17	7 IN PCC 3.5 FT WIDTH TYPE C CLASS III	LF	43.000	66.00	2,838.00
18	7 IN PCC 5 FT WIDTH TYPE C CLASS III	LF	305.000	42.80	13,054.00
19	COMPACTION OF SUBGRADE	STA	26.000	250.00	6,500.00
20	GEOGRID	SY	10,309.000	3.25	33,504.25
21	12 IN MODIFIED SUBBASE	SY	13,448.000	14.00	188,272.00
22	1 IN SURFACING ROADSTONE	TN	30.000	35.00	1,050.00
23	TOPSOIL FURNISH AND SPREAD	CY	922.000	22.00	20,284.00
24	SOD PROVIDE AND PLACE	SF	47,300.000	.62	29,326.00
25	HYDRAULIC SEEDING	SF	1,000.000	.75	750.00
26	WATERING SOD	M-GAL	60.000	135.00	8,100.00
27	6 IN PCC DRIVEWAY CLASS C	SY	1,552.000	45.75	71,004.00
28	4 IN PCC SIDEWALK CLASS C	SY	574.000	47.00	26,978.00
29	6 IN PCC SIDEWALK CLASS C	SY	88.000	50.00	4,400.00
30	PEDESTRIAN RAMPS DETECTABLE WARNING	SF	38.000	50.00	1,900.00
31	PATCH PCC FULL DEPTH M MIX	SY	50.000	150.00	7,500.00
32	1/2 IN PATCH HMA (ST) PG58-28S	TN	50.000	155.00	7,750.00
33	SW-507 INTAKE	EA	2.000	5,500.00	11,000.00
34	SW-509 INTAKE	EA	1.000	7,000.00	7,000.00
35	TYPE B INTAKE	EA	2.000	5,200.00	10,400.00
36	TYPE D INTAKE	EA	18.000	5,850.00	105,300.00
37	TYPE C INTAKE TOP AND INSERT	EA	4.000	3,200.00	12,800.00
38	TYPE E INTAKE TOP AND INSERT	EA	1.000	3,700.00	3,700.00
39	SINGLE FLAT INSERT INTAKE	EA	1.000	2,200.00	2,200.00
40	DOUBLE FLAT INSERT INTAKE	EA	1.000	3,200.00	3,200.00



41	TYPE B INSERT INTAKE	EA	4.000	1,900.00	7,600.00
42	TYPE D INSERT INTAKE	EA	1.000	2,600.00	
43	MANHOLE ADJUSTMENT MINOR	EA	16.000	1,000.00	Item 18.
44	SW-401 STORM SEWER MANHOLE	EA	2.000	4,000.00	8,000.00
45	SW-301 SANITARY SEWER MANHOLE	EA	4.000	5,850.00	23,400.00
46	15 IN PLASTIC PERFORATED STORM SEWER	LF	2,190.000	54.00	118,260.00
47	15 IN RCP STORM SEWER 2000D	LF	84.000	57.00	4,788.00
48	18 IN PLASTIC PERFORATED STORM SEWER	LF	406.000	60.00	24,360.00
49	18 IN RCP STORM SEWER 2000D	LF	32.000	60.00	1,920.00
50	24 IN PLASTIC PERFORATED STORM SEWER	LF	652.000	68.00	44,336.00
51	24 IN RCP STORM SEWER 2000D	LF	58.000	76.00	4,408.00
52	30 IN PLASTIC PERFORATED STORM SEWER	LF	10.000	110.00	1,100.00
53	TYPE A GRANULAR SHOULDER	TN	942.000	28.50	26,847.00
54	SW-211 SPECIAL PIPE CONNECTIONS	EA	2.000	500.00	1,000.00
55	GRANULAR BACKFILL	TN	1,600.000	26.00	41,600.00
56	6 IN PERFORATED SUBDRAIN	LF	6,119.000	10.00	61,190.00
57	6 IN CMP SUBDRAIN OUTLET	EA	23.000	300.00	6,900.00
58	SUBDRAIN SUMP PUMP TAP	EA	81.000	275.00	22,275.00
59	4 IN TO 8 IN FIELD TILE REPAIR	LF	30.000	20.00	600.00
60	MAILBOXES RELOCATE AND REINSTALL (PER P	EA	28.000	400.00	11,200.00
61	TRAFFIC CONTROL	LS	1.000	62,000.00	62,000.00
62	FLAGGERS	DAY	10.000	1,000.00	10,000.00
63	VALVE ADJUSTMENT	EA	10.000	175.00	1,750.00
64	SPRINKLER HEADS REMOVE AND PLUG	EA	5.000	75.00	375.00
65	PAINTED PAVEMENT MARKINGS	STA	199.000	37.00	7,363.00
66	PAINTED SYMBOLS PAVEMENT MARKINGS	EA	5.000	60.00	300.00
67	SEDIMENT FILTER INTAKE WELL	EA	21.000	200.00	4,200.00
68	SEDIMENT FILTER INTAKE	LF	396.000	14.00	5,544.00
69	CLEANING OF SEDIMENT FILTER BASINS	EA	21.000	85.00	1,785.00
70	2 IN GALVANIZED SIGN POST SQUARE TUBING	EA	15.000	102.00	1,530.00
71	RECIVER SIGN POST SQUARE TUBING 12 GUAG	EA	15.000	35.00	525.00
72	ALUMINUM TYPE A SIGNS	EA	15.000	97.00	1,455.00
73	STREET SWEEPING	HR	31.000	175.00	5,425.00
74	BASE CLEANING AND PREPARATION	SY	31,842.000	1.15	36,618.30
75	12 IN TRUSS PIPE SANITARY SEWER	LF	1,254.000	62.00	77,748.00
76	4 IN SDR 23.5 SANITARY SEWER SERVICES	LF	440.000	65.00	28,600.00
77	4 IN SJ DIP PIPE (POLYETHYLENE WRAPPED)	LF	40.000	56.00	2,240.00
78	6 IN SJ DIP PIPE (POLYETHYLENE WRAPPED)	LF	20.000	66.50	1,330.00
79	8 IN SJ DIP PIPE )POLYETHYLENE WRAPPED)	LF	2,280.000	58.50	133,380.00
80	4 IN BEND MJ 90 DEGREES	EA	6.000	250.00	1,500.00
81	6 IN BEND MJ 90 DEGREES	EA	4.000	300.00	1,200.00
82	8 IN BEND MJ 90 DEGREES	EA	2.000	350.00	700.00
83	8 IN X 6 IN MJ TEE	EA	2.000	420.00	840.00
84	8 IN X 8 IN MJ TEE	EA	1.000	475.00	475.00
85	6 IN X 6 IN MJ X SW TEE	EA	1.000	375.00	375.00
86	8 IN X 6 IN MJ X SW TEE	EA	6.000	415.00	2,490.00
87	6 IN X 6 IN MJ X MJ CROSS	EA	1.000	475.00	475.00
88	8 IN X 8 IN MJ X MJ CROSS	EA	1.000	525.00	525.00
89	6 IN X 4 IN MJ X PE REDUCER	EA	1.000	300.00	300.00
90	8 IN X 4 IN MJ X PE REDUCER	EA	3.000	300.00	900.00
91	8 IN X 6 IN MJ X PE REDUCER	EA	1.000	300.00	300.00
92	4 IN X 12 IN SOLID SLEEVE	EA	1.000	300.00	300.00
93	6 IN X 12 IN SOLID SLEEVE	EA	1.000	325.00	325.00
94	8 IN X 12 IN SOLID SLEEVE	EA	1.000	400.00	400.00
95	6 IN MJ GATE VALVE W/ BOX	EA	1.000	1,850.00	1,850.00
96	8 IN MJ GATE VALVE W/ BOX	EA	7.000	2,100.00	14,700.00
97	4 IN MJ CAP	EA	4.000	275.00	1,100.00
98	6 IN MJ CAP	EA	3.000	300.00	900.00
99	HYDRANT ASSEMBLY	EA	7.000	5,000.00	35,000.00
100	REMOVE HYDRANT ASSEMBLY	EA	5.000	1,275.00	6,375.00
101	4 IN MECHANICAL JOINT RESTRAINT	EA	15.000	125.00	1,875.00
102	6 IN MECHANICAL JOINT RESTRAINT	EA	11.000	125.00	
103	8 IN MECHANICAL JOINT RESTRAINT	EA	24.000	135.00	
104	4 IN JOINT RESTRAINT GASKET	EA	1.000	175.00	
105	6 IN JOINT RESTRAINT GASKET	EA	4.000	200.00	800.00

106	8 IN JOINT RESTRAINT GASKET	EA	19.000	215.00	4,085.00
107	3/4 IN SERVICE SHORTSIDE	EA	21.000	1,500.00	
108	3/4 IN SERVICE LONGSIDE	EA	20.000	1,850.00	<b>Item 18.</b>
109	6 IN NITRILE GASKETS	EA	3.000	125.00	375.00
110	8 IN NITRILE GASKETS	EA	68.000	150.00	10,200.00
111	CASTING CHIMNEY REPLACEMENT PCC MANH	EA	12.000	2,100.00	25,200.00
112	FOAMED ASPHALT BINDER 52-34S	TN	78.000	494.00	38,532.00
113	5" COLD-IN-PLACE RECYCLED ASPHALT PAVEM	SY	14,134.000	3.95	55,829.30
114	30" CONCRETE APRON (TYPE 2)	EA	2.000	2,400.00	4,800.00
115	CLASS E REVETMENT STONE	TN	20.000	60.00	1,200.00
116	30 IN RCP STORM SEWER PIPE LINING	LS	1.000	95,000.00	95,000.00
117	3000 LB PCC MIX	CY	15.000	520.00	7,800.00
118	MOBILIZATION	LS	1.000	200,000.00	200,000.00
<b>TOTAL QUOTED AMOUNT</b>					<b><u>\$3,385,340.30</u></b>

PETERSON CONTRACTORS, INC.



March 10, 2020

*Estimator / PM*  
3/10/2020

**DEPARTMENT OF PUBLIC WORKS**

City of Cedar Falls  
220 Clay Street  
Cedar Falls, Iowa 50613  
Phone: 319-268-5161  
Fax: 319-268-5197  
[www.cedarfalls.com](http://www.cedarfalls.com)

**MEMORANDUM**  
**Engineering Division**

**TO:** Honorable Mayor Robert M. Green and City Council

**FROM:** Matthew Tolan, EI, Civil Engineer II

**DATE:** April 2, 2020

**SUBJECT:** Professional Services Agreement, Terracon Consultants, Inc.  
W. 1<sup>st</sup> Street Reconstruction – Iowa DNR Tier 2 Report  
Supplemental Agreement No. 1  
City Project No. RC-000-3118

Please find attached Supplemental Agreement No. 1 with Terracon Consultants Inc. that outlines additional scope of services and costs to complete a Tier 2 Report as a result of laboratory analysis of the soil and groundwater samples identified chemical concentrations which exceed applicable IDNR Tier 1 target levels, and risk receptors such as water wells and water lines are believed to be sufficiently close enough to the source, that the original Tier 1 assessment will require a completion of a Tier 2. The Tier 2 Report is required by the Iowa DNR and must be completed by a certified groundwater professional.

The City of Cedar Falls entered into a Professional Service Agreement with Terracon Consultants Inc. for the Iowa DNR Tier 1 Report on February 17<sup>th</sup>, 2020. Funding for this Supplemental Agreement will be provided by the General Obligation Bond in the amount of \$10,525. This project is included in the City of Cedar Falls' Capital Improvements Program (#140).

The Public Works Department requests your consideration and approval of this Supplemental Agreement No. 1 with Terracon for the Tier 2 Report.

If you have any questions or comments feel free to contact me.

xc: Chase Schrage, Director of Public Works  
David Wicke, PE, City Engineer



DEPARTMENT OF PUBLIC WORKS

Item 19.

ENGINEERING DIVISION
220 CLAY STREET
319-268-5161
FAX 319-268-5197

OPERATIONS & MAINTENANCE DIVISION
2200 TECHNOLOGY PKWY
319-273-8629
FAX 319-273-8632

WATER RECLAMATION DIVISION
501 E. 4TH STREET
319-273-8633
FAX 319-268-5566

SUPPLEMENTAL AGREEMENT NO. 1

W. 1st Street Reconstruction – Franklin Street to Hudson Road
Iowa DOT Project No. NHSX-057-2(29)-3H-07
Iowa DNR Tier 2 Report
Cedar Falls, Iowa
City Project Number: RC-000-3118

WHEREAS, a Professional Services Agreement was entered into by the City of Cedar Falls, Iowa (CLIENT), and Terracon Consultants, Inc., a Delaware corporation (CONSULTANT), dated February 17th, 2020 for the municipal engineering support services; and

WHEREAS, the CLIENT and CONSULTANT desire to amend the previous agreement to include Scope of Services and Compensation for additional items required as a part of the Iowa DNR Tier 2 requirement,

NOW THEREFORE, it is mutually agreed to amend the original Professional Services Agreement by adding the following items:

I. SCOPE OF WORK

See attached Exhibit A – Scope of Services.

II. COMPENSATION

Compensation for this scope of Services shall be on an hourly basis in accordance with the hourly fees and other direct expenses in effect at the time the services are performed. Total compensation is a not to exceed fee of Ten Thousand Five Hundred, and Twenty-Five Dollars (\$10,525).

III. In all other aspects, the obligations of the CLIENT and CONSULTANT shall remain as specified in the Professional Services Agreement dated February 17th, 2020, as supplemented.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year written below.

APPROVED FOR CLIENT

APPROVED FOR CONSULTANT.

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: : Robert M. Green \_\_\_\_\_

Printed Name: : Dave C. Cleary \_\_\_\_\_

Title: : Mayor of Cedar Falls \_\_\_\_\_

Title: : Environmental Department Manager \_\_\_\_\_

Date: \_\_\_\_\_

Date: April 2, 2020 \_\_\_\_\_

March 27, 2020

City of Cedar Falls  
Department of Public Works – Engineering Division  
220 Clay Street  
Cedar Falls, Iowa 50613

Attn: Mr. Matthew Tolan, EI  
P: (319) 268-5164  
E: [matthew.tolan@cedarfalls.com](mailto:matthew.tolan@cedarfalls.com)

**Re: Proposal for Additional Site Assessment Services**  
City ROW  
Highway 57 and Iowa Street  
Cedar Falls, Iowa 50613  
Registration No. 201900050 LUST No. 9LTS59  
Terracon Project No. 13207013

Dear Mr. Tolan:

Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to perform additional site assessment services at the above referenced site. An outline of the project, Terracon’s scope of services, including schedule and compensation are provided in the following sections.

## 1.0 PROJECT INFORMATION

Terracon has initiated a Tier 1 assessment at the site as a result of contamination identified during the removal of two underground storage tanks (USTs) and associated equipment from the site in 2019. Based on the preliminary findings of the Tier 1 assessment, Terracon recommends forgoing the completion of the Tier 1 report and proceeding with a Tier 2 assessment. Terracon proposes the following additional services to supplement Terracon’s original proposal dated February 4, 2020. Following authorization of these services by the City of Cedar Falls (the City), Terracon will notify the Iowa Department of Natural Resources (IDNR) of the intent to complete a Tier 2 instead of a Tier 1.



## 2.0 SCOPE OF SERVICES

Terracon has a 100% commitment to the safety of all its employees. As such, and in accordance with our *Incident and Injury Free®* safety culture, Terracon will develop a safety plan for use by our personnel during field services. Prior to commencement of on-site activities, Terracon will hold a meeting to review health and safety needs for this specific project. At this time, we anticipate performing fieldwork in a United States Environmental Protection Agency (USEPA) Level D work uniform consisting of hard hats, safety glasses, protective gloves, and steel-toed boots. It may become necessary to upgrade this level of protection, at additional cost, during sampling activities in the event that petroleum or chemical constituents are encountered in soils or groundwater that present an increased risk for personal exposure.

Sampling and reporting will be completed according to the IDNR guidance document “*Tier 1 Guidance: Site Assessment of Leaking Underground Storage Tanks (LUST) Using Risk-Based Corrective Action (RBCA)*” dated January 2020 and “*Tier 2 Site Cleanup Report Guidance*” dated January 2020. The field activities and reporting will be handled by or under the management of a Certified Groundwater Professional (CGP) as required by IDNR guidance.

The following sections will present Terracon’s approach to meeting the IDNR request.

### 2.1 Base Services

- Terracon will request municipal utility locations through Iowa One-Call. Onsite and private utilities will be provided by the client unless otherwise directed.
- The site-specific Health and Safety Plan will be updated prior to starting field work and will be used by Terracon personnel while on site.
- Four borings will be advanced north of MW-2, east of MW-3 and south and west of MW-1 (source) to provide definition of the soil and groundwater plumes and satisfy IDNR guidance. Soil samples will be collected for laboratory analysis from each boring. Following collection of soil samples, the borings will be converted into permanent monitoring wells.
- Access agreements are already in place from the Tier 1 activities and Terracon does not anticipate needing to obtain further permits to advance the above described borings.
- The boring/wells will be advanced according to IDNR guidance by logging and field screening soil cores continuously in one-foot intervals using an organic vapor meter (OVM) to qualitatively evaluate for the presence of volatile petroleum hydrocarbons. The boring/wells will be advanced approximately 5 feet into the observed groundwater table or until field screening results are less than 10 parts per million (ppm). We expect this depth

## Proposal for Tier 2 Report

City ROW ■ Cedar Falls, Iowa

March 27, 2020 ■ Terracon Project No. 13207013

not to exceed approximately 25 feet below ground surface (bgs) based on previously reported water levels. If drilling in excess of 25 feet bgs is necessary, additional charges will be incurred as presented in Table 1.

- Per IDNR guidance, a soil sample will be collected from each boring/well for laboratory analysis. The samples will be collected at the interval of highest OVM reading. If OVM readings are 0 ppm, the samples will be collected at the capillary fringe zone or other interval as determined by the CGP.
- The wells will be constructed according to IDNR guidance to intersect the groundwater table based on drilling observations and previously reported water levels. The wells will be developed, top of casing and ground surface elevations will be surveyed to a known benchmark, and groundwater level measurements will be obtained.
- Groundwater samples will be collected from each well according to IDNR guidance after water level measurement and purging at least three well volumes.
- The soil and groundwater samples will be submitted to a certified lab under standard chain of custody protocols for analysis of benzene, toluene, ethylbenzene and xylene (BTEX) by Iowa Method OA-1 and total extractable hydrocarbons (TEH) as diesel and waste oil by Iowa Method OA-2. In addition, the groundwater samples will be submitted for analysis of methyl tert-butyl ether (MTBE) by Iowa Method OA-1. Analysis of MTBE in soil is not required.
- Terracon will utilize the information obtained from the additional services described above to convert the Tier 1 report to a Tier 2 report per IDNR guidance.

## 2.2 Additional Services Beyond Base Services

The scope of this proposal is based upon IDNR guidance, documentation of UST closure, and preliminary data developed and obtained by Terracon.

Fees for these services are listed in Table 1 and are based on mobilization from Terracon's Cedar Falls, Iowa office. Please note that the table is not all-inclusive. If, as a result of these services, additional work is required outside the scope of this proposal and beyond those outlined in the Table 1, you will be contacted, and upon request, proposed costs for additional work will be provided. Client authorization will be obtained prior to commencement of additional work outside the scope of this proposal.

## Proposal for Tier 2 Report

City ROW ■ Cedar Falls, Iowa

March 27, 2020 ■ Terracon Project No. 13207013

### 2.3 Schedule

Services will be initiated upon receipt of the written notice to proceed. In order to comply with the proposed schedule, the following items are **required** to be provided by the client at the time of notification to proceed in order to meet the client's required project completion date. Please include the following requested items along with the notification to proceed:

- Right of entry to conduct the field services.
- Notification of any restrictions or special requirements (such as safety) regarding accessing the site.
- Locations of any buried tanks or other subsurface structures, including site service utilities, known to exist in the area.
- A signed Supplement to Agreement for Consulting Services (Agreement) evidencing acceptance of this scope of services.

### 2.4 Scope and Report Limitations

The fees presented in Table 1 assume that boring locations are accessible by truck/truck mounted equipment. Auger cuttings and purged groundwater will be thin spread on site unless otherwise requested by the client. The auger cuttings and purged groundwater can be containerized and disposed of at a permitted facility at additional cost if requested by the City. If it is determined that a private utility locater is necessary or requested, Terracon can obtain the services of a subcontractor at a cost plus 15%. The City will be informed of the fee prior to engagement of the private utility locater.

The findings and conclusions presented in the final report will be based on the site's current utilization and the information collected as discussed in this proposal. Please note that we do not warrant database or third-party information, or regulatory agency information used in the compilation of reports.

This evaluation will make use of Iowa-specific risk-based corrective action (RBCA) protocols to evaluate the nature of adverse environmental impact associated with the identified chemical release under 1996 changes to Iowa Administrative Code 455B, Chapter 135. The evaluation does not constitute a complete risk assessment consistent with the definitions and protocols of CERCLA. The client should recognize that no guarantee can be made that the RBCA evaluation will result in either a no action or reduced remedial recommendation.

The limitations herein must be considered when the user of this report formulates opinions as to risks associated with the site. No warranties, express or implied, are intended or made.



**Proposal for Tier 2 Report**

City ROW ■ Cedar Falls, Iowa

March 27, 2020 ■ Terracon Project No. 13207013

### **3.0 COMPENSATION**

Fees for services specific to this site are **\$10,525** and are detailed in the attached Table 1. Interim invoices will be submitted regularly and are due upon receipt. Invoices will reflect the units performed in accordance with the above discussion and expressed in Table 1.

### **4.0 AUTORIZATION**

We understand the Client will amend the Professional Services Agreement dated February 17, 2020 and provide to Terracon for review. Services will be initiated upon receipt of the written notice to proceed. This proposal is valid only if authorized within 90 days from the proposal date.

We appreciate the opportunity to provide this proposal and look forward to continuing our work with you on this project. If you have questions or comments regarding this proposal, please contact Dave Cleary at (319) 277-4016 or via email at [dave.cleary@terracon.com](mailto:dave.cleary@terracon.com).

Sincerely,  
**Terracon Consultants, Inc.**

Dave C. Cleary, REM  
Environmental Department Manager

Jesse M. Nelson, REM, CGP  
Environmental Project Manager

DMG/JMN: N:\Projects\2020\13207013\Proposal\13207013.City ROW Tier 2 Supplemental Proposal.draft.docx

Attachments: Table 1

Copies: Addressee (emailed)

**Table 1: Services and Fees**  
**Terracon Project Number:** 13207013  
**Site Name:** City ROW  
**Address:** Highway 57 and Iowa Street  
**City, State:** Cedar Falls, Iowa  
**LUST Number:** 9LTS59  
**Registration Number:** 201900050  
**Date:** 3/27/2020



Task	Cost per Unit	Unit Type	No. of Units	Total
<b>Engineering Services</b>				
Tier 2 report	\$ 2,000	lump sum	1	\$ 2,000
CAD	\$ 75	/hour	20	\$ 1,500
Tier 2 Pathway Evaluations (Soil, Groundwater, Vapor, etc.)	\$ 250	/pathway	4	\$ 1,000
Project Management - CGP	\$ 135	/hour	3	\$ 405
			<b>Subtotal</b>	<b>\$ 4,905</b>
<b>Field Services</b>				
Field personnel mobilization	\$ 160	/mobilization	2	\$ 320
Daily equipment charges (IP/water probe, PID, survey, etc.)	\$ 125	/day	2	\$ 250
Field receptor surveys (including explosive vapor, water wells, surface water bodies, enclosed space, and water lines)	\$ 250	lump sum	1	\$ 250
Field Geologist/Engineer/Scientist	\$ 75	/hour	16	\$ 1,200
Drill rig mobilization	\$ 450	/mobilization	1	\$ 450
Field screening boring installation - 25'	\$ 300	/boring		\$ -
every additional foot after 25'	\$ 15	/foot		\$ -
Monitoring well installation - 25'	\$ 950	/well	4	\$ 3,800
every additional foot after 25'	\$ 25	/foot		\$ -
Hydraulic conductivity testing and evaluation	\$ 170	/well		\$ -
			<b>Subtotal</b>	<b>\$ 6,270</b>
<b>Sample preparation and laboratory analysis:</b>				
Soil: OA-1 (BTEX) and OA-2 (TEH)	\$ 100	/sample	4	\$ 400
Groundwater: OA-1 (BTEX & MTBE) and OA-2 (TEH)	\$ 150	/sample	4	\$ 600
Groundwater: QA/QC (trip, field and 10% duplicate blanks)	\$ 150	/sample	1	\$ 150
			<b>Subtotal</b>	<b>\$ 1,150</b>
Credit from remaining Tier 1 budget	\$ 1,800	LS	1	\$ 1,800
			<b>Total</b>	<b>\$ 10,525</b>



**DEPARTMENT OF PUBLIC WORKS**

City of Cedar Falls  
220 Clay Street  
Cedar Falls, Iowa 50613  
Phone: 319-268-5161  
Fax: 319-268-5197  
[www.cedarfalls.com](http://www.cedarfalls.com)

**MEMORANDUM**  
*Engineering Division*

**TO:** Honorable Mayor Robert M. Green and City Council

**FROM:** Matthew Tolan, EI, Civil Engineer II

**DATE:** April 2, 2020

**SUBJECT:** Professional Services Agreement, Snyder & Associates  
Oak Park Blvd. Sewer Replacement  
Supplemental Agreement No. 1  
City Project No. SA-002-3182

Please find attached Supplemental Agreement No. 1 to the Professional Services Agreement between the City of Cedar Falls and Snyder & Associates, Inc. for the Oak Park Blvd. Sewer Replacement project. The enclosed agreement provides additional Right-Of-Way scope of services to the original Oak Park Blvd. Sewer Replacement Professional Services Agreement previously approved by Council on February 18<sup>th</sup>, 2019. The cost of this agreement is \$2,800 and paid for out of the Sewer Rental Fund.

The Department of Public Works requests your consideration and approval of this Supplemental Agreement No. 1 with Snyder & Associates, Inc. for the additional Right-Of-Way scope of services.

If you have any questions or comments feel free to contact me.

xc: Chase Schrage, Public Works Director  
David Wicke, City Engineer



## DEPARTMENT OF PUBLIC WORKS

City of Cedar Falls  
 220 Clay Street  
 Cedar Falls, Iowa 50613  
 www.cedarfalls.com

Engineering Division ♦ Inspection Services Division  
 Phone: 319-268-5161 Fax: 319-268-5197

### SUPPLEMENTAL AGREEMENT NO. 1

#### Oak Park Blvd. Sewer Replacement Cedar Falls, Iowa City Project Number SA-002-3182

**WHEREAS**, a Professional Services Agreement was entered into by the City of Cedar Falls, Iowa (CLIENT), and Snyder & Associates, Inc. (CONSULTANT), of Cedar Rapids, Iowa, dated February 18, 2019 for the design services and geotechnical survey relative to the Oak Park Boulevard Sewer Replacement project; and

WHEREAS, the CLIENT and CONSULTANT desire to amend the previous agreement to include Scope of Services and Compensation for additional items required as a part of the Oak Park Boulevard Sewer replacement project,

NOW THEREFORE, it is mutually agreed to amend the original Professional Services Agreement as follows:

#### I. SCOPE OF SERVICES

The Scope of Services and basis for Compensation derivation are as follows:

1. **RIGHT-OF-WAY SCOPE OF SERVICES.** Consultant will provide State of Iowa licensed real estate agents who will negotiate and endeavor to acquire for the Client all of the necessary easements and/or real property parcels needed for the Project. Mary Ann Carnock and Brian DePrez are employees of Consultant, and are state of Iowa licensed real estate sales persons with SNYDER & ASSOCIATES RIGHT-OF-WAY SERVICES, LLC, Ankeny, Iowa, a State of Iowa licensed real estate broker and a wholly owned subsidiary of Consultant. Mary Ann Carnock and Brian DePrez will be designated as "Appointed Agents" and will represent the Client in a "Buyer Exclusive Agency" capacity in all matters pertaining to the negotiation and acquisition of easements and/or real property for said public improvement project. Client shall also be a Client of Appointed Agent.

Client does hereby request Appointed Agent to select, prepare and complete form documents for use incident as to a residential real estate transaction of four units or less, as provided by Client. Such documents shall be limited to those listed in Section 1.6, provided the parties are given written notice that these are binding legal documents and competent legal advice should be sought before signing;

Client and Consultant acknowledge and agree that the Appointed Agents are required to adhere to Federal and State of Iowa statutes; the rules of the Supreme Court of Iowa as they may pertain to real estate agents; the rules and regulations promulgated by the Iowa Real Estate Commission; and, the Iowa Administrative Rules and regulations in regards to real estate agents' conduct, responsibilities, and duties. Said statutes, rules and regulations will supersede and be paramount to any provision contained herein, anything to the contrary notwithstanding.

IN REGARDS TO ACQUISITIONS, CONSULTANT WILL:

- 1.1. Attend initial project meetings with the representatives of Client to establish lines of communication regarding elements of the scope and schedule and to set property acquisition parameters for the Project;
- 1.2. Complete a parcel file for each property involved with the Project in accordance with the needs of Client and/or the Project requirements;
- 1.3. Prepare legal descriptions and acquisition plats for each easement and/or fee title acquisition, if requested by Client;
- 1.4. Unless provided by the Client; retain and coordinate the services of a licensed, certified appraiser (hereinafter referred to as "Appraiser") who, subject to the approval of the Client, will be a subconsultant to Consultant. The Appraiser will prepare appraisals and/or Project Data Books, as needed. The Appraisers' work will be reviewed by a second party as approved by the Client and as required by Local, State and /or Federal Right-of-Way acquisition procedures. The Appraiser will prepare, sign and furnish to the Consultant and Client appraisal documentation following accepted appraisal principles and techniques in accordance with the Iowa DOT "Appraisal Policy & Procedures Manual". The Client will review and forward written approval of all findings by the Appraiser;
- 1.5. Unless provided by the client; retain and coordinate the services of an abstractor, who will be a Subconsultant to Consultant, who will prepare Certificates of Title for parcels where fee title and permanent easements are required.
- 1.6. Use acquisition forms and documents provided by Client or prepare acquisition documents under the direction, review and approval of the Client's legal department. Acquisition documents may include, but not be limited to: (1) Offer to Purchase, (2) 10 day-waiver, (3) real estate purchase agreement, (4) Easements, (5) title clearing documents as directed by Client's attorney, and (6) release of tenant interest and leasehold claims; (7) Warranty Deed would be prepared by the Client's attorney and facilitated through Client staff.
- 1.7. Make (through the Appointed Agent) personal and private contacts with each property owner and tenant (the Parties) or their representative to explain the effect of the acquisition, answer questions, present a written offer, and consider counter offers and to make approved offers for administrative settlements. Non-resident property owners will be contacted by certified or registered mail or by U.P.S.
- 1.8. Make a good faith effort to acquire the necessary property within 90 days after a written offer has been submitted to the owner and tenant. Negotiations will be considered complete upon occurrence of one of the following: (1) the parties accept the offer, (2) the parties accept an administrative settlement, (3) the parties fail or refuse to accept the offer or administrative settlement, and/or (4) in the judgment of the Consultant, negotiations have reached an impasse;
- 1.9. Notify the Client of every parcel on which negotiations have reached an impasse or which cannot be acquired by negotiated Agreement at the completion of the negotiations phase of the work. If the Client is to condemn, the Consultant will deliver as much of the file to the Client as is necessary for the Client's condemnation attorneys to begin preparation for the condemnation of the parcel. The Client will provide written notice to the parties that the parcel is being prepared for condemnation. The Consultant, when notified in writing by the Client, will continue in an attempt to negotiate an Agreement after notice has been sent that condemnation is being prepared, but before notice of condemnation has been served. Once notice of condemnation has been served, negotiations will cease unless requested by Client to continue as additional services.

- 1.10 Deliver all signed acquisition documents and title clearing (as directed by Client's attorney), to Client for payment and closing tasks.

NO RELOCATION SERVICES ARE INCLUDED BY CONSULTANT

2. **CLIENT'S RESPONSIBILITIES.** Client understands and agrees that it will be responsible for and will provide the following, in a timely manner:

- 2.1. Unless produced by Snyder & Associates, Inc. survey and engineering staff, provide to Consultant all known and existing plans, specifications and data pertaining to the project that may affect Consultant's Services to be provided. Unless otherwise noted by Client, Consultant may rely upon the plans, specifications and data provided being accurate and complete;
- 2.2. Provide all licenses, permits, and government or agency approvals that may be necessary to complete the Work and/or Project;
- 2.3. Unless produced by Snyder & Associates, Inc. survey and engineering staff, provide to Consultant legal descriptions and acquisition plats for each parcel to be acquired, unless Client requests Consultant to provide said legal descriptions and acquisition plats and incorporates this request as a part of Consultant's scope of work.
- 2.4. Provide all necessary forms and/or documents to complete each acquisition and/or provide the services of Client's attorney to supervise, review and approve any and all legal documents prepared by Consultant.
- 2.5. Coordinate the timing and sequence of Consultant's Services with the Services of others to the Project;
- 2.6. Make interim and final decisions utilizing information supplied by Consultant.
- 2.7. Process Council Roll Calls/Requisitions.
- 2.8. Perform the following task for closings: Provide title opinions; prepare and distribute proceed checks to owners and tenants; prepare closing statements; prepare 1099 tax forms; update abstracts; record all pertinent documents.

- II. **COMPENSATION**

Compensation for the Services shall be on an hourly basis in accordance with the hourly fees and other direct expenses in effect at the time the services are performed. Total compensation is a not to exceed fee of \$2,800.00. The compensation for this supplemental agreement is to be segregated from the original agreement.

- III. In all other aspects, the obligations of the CLIENT and CONSULTANT shall remain as specified in the Professional Services Agreement dated February 18, 2019.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on the day and year written below.

**APPROVED FOR CLIENT**

**APPROVED FOR CONSULTANT.**

By: \_\_\_\_\_

By: Lindsay Beaman

Printed Name: \_\_\_\_\_

Printed Name: Lindsay Beaman

Title: \_\_\_\_\_

Title: Business Unit Leader

Date: \_\_\_\_\_

Date: March 31, 2020


**DEPARTMENT OF PUBLIC WORKS**

City of Cedar Falls  
 220 Clay Street  
 Cedar Falls, Iowa 50613  
 Phone: 319-268-5161  
 Fax: 319-268-5197  
 www.cedarfalls.com

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**INTEROFFICE MEMORANDUM**  
*Engineering Division*

**TO:** Honorable Mayor Robert M. Green and City Council  
**FROM:** Matthew Tolan, EI, Civil Engineer II  
**DATE:** April 2, 2020  
**SUBJECT:** Professional Services Agreement  
 Robinson Engineering Company  
 Black Hawk & Black Hawk Southwest Subwatershed Assessment  
 City Project No. ST-000-3232

Attached is the Professional Services Agreement for the Black Hawk & Black Hawk Southwest Watershed Assessment Project between the City of Cedar Falls and Robinson Engineering Company. Robinson Engineering Company was selected by the City of Cedar Falls Engineering Division for the Black Hawk & Black Hawk Southwest Watershed Assessment Project.

The City is required by our Iowa Department of Natural Resources NPDES General Permit to implement a watershed assessment program for all watersheds within the corporate limits of Cedar Falls. The enclosed agreement provides for the assessment services needed to perform the Black Hawk & Black Hawk Southwest Watershed Assessment Project.

The cost of this agreement is \$53,611 and paid for out of the stormwater fund. This is the last watershed needing assessment over the next few years. These assessments have been funded in the five year City of Cedar Falls' Capital Improvements Program.

The Department of Public Works requests your consideration and approval of the Professional Services Agreement with Robinson Engineering Company for the Black Hawk & Black Hawk Southwest Watershed Assessment Project.

If you have any questions, please contact me.

xc: David Wicke, PE, City Engineer  
 Chase Schrage, Director of Public Works





## DEPARTMENT OF PUBLIC WORKS

ENGINEERING DIVISION  
220 CLAY STREET  
319-268-5161  
FAX 319-268-5197

OPERATIONS & MAINTENANCE DIVISION  
2200 TECHNOLOGY PKWY  
319-273-8629  
FAX 319-273-8632

WATER RECLAMATION DIVISION  
501 E. 4TH STREET  
319-273-8633  
FAX 319-268-5566

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### PROFESSIONAL SERVICE AGREEMENT

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#### BLACK HAWK AND BLACK HAWK SOUTHWEST SUBWATERSHED ASSESSMENTS Cedar Falls, Iowa City Project Number ST-000-3232

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**This Agreement** is made and entered by and between Robinson Engineering Company, 819 Second Street NE, Independence, Iowa, hereinafter referred to as "CONSULTANT" and City of Cedar Falls, 220 Clay Street, Cedar Falls, Iowa, hereinafter referred to as "CLIENT".

**IN CONSIDERATION** of the covenants hereinafter set forth, the parties hereto mutually agree as follows:

#### **I. SCOPE OF SERVICES**

CONSULTANT shall perform professional Services (the "Services") in connection with CLIENT's facilities in accordance with the Scope of Services set forth in Exhibit A attached hereto.

#### **II. CONSULTANT'S RESPONSIBILITIES**

CONSULTANT shall, subject to the terms and provisions of this Agreement:

- (a) Appoint one or more individuals who shall be authorized to act on behalf of CONSULTANT and with whom CLIENT may consult at all reasonable times, and whose instructions, requests, and decisions will be binding upon CONSULTANT as to all matters pertaining to this Agreement and the performance of the parties hereunder.
- (b) Use all reasonable efforts to complete the Services within the time period mutually agreed upon, except for reasons beyond its control, as set forth in Exhibit A.
- (c) Perform the Services in accordance with generally accepted professional engineering standards in existence at the time of performance of the Services. If during the two year period following the completion of Services, it is shown that there is an error in the Services solely as a result of CONSULTANT's failure to meet these standards, CONSULTANT shall re-perform such substandard Services as may be necessary to remedy such error at no cost to CLIENT. Since CONSULTANT has no control over local conditions, the cost of labor and materials, or over competitive bidding and market conditions, CONSULTANT does not guarantee the accuracy of any construction cost estimates as compared to contractor's bids or the actual cost to the CLIENT. CONSULTANT makes no other warranties either express or implied and the parties' rights, liabilities, responsibilities and remedies with respect to the quality of Services, including claims alleging negligence, breach of warranty and breach of contract, shall be exclusively those set forth herein.

- (d) CONSULTANT shall, if requested in writing by CLIENT, for the protection of CLIENT, require from all vendors and subcontractors from which CONSULTANT procures equipment, materials or services for the project, guarantees with respect to such equipment, materials and services. All such guarantees shall be made available to CLIENT to the full extent of the terms thereof. CONSULTANT's liability with respect to such equipment, and materials obtained from vendors or services from subcontractors, shall be limited to procuring guarantees from such vendors or subcontractors and rendering all reasonable assistance to CLIENT for the purpose of enforcing the same.
- (e) CONSULTANT will be providing estimates of costs to the CLIENT covering an extended period of time. CONSULTANT does not have control over any such costs, including, but not limited to, costs of labor, material, equipment or services furnished by others or over competitive bidding, marketing or negotiating conditions, or construction contractors' methods of determining their prices. Accordingly, it is acknowledged and understood that any estimates, projections or opinions of probable project costs provided herein by CONSULTANT are estimates only, made on the basis of CONSULTANT's experience and represent CONSULTANT's reasonable judgment as a qualified professional. CONSULTANT does not guarantee that proposals, bids or actual project costs will not vary from the opinions of probable costs prepared by CONSULTANT, and the CLIENT waives any and all claims that it may have against CONSULTANT as a result of any such variance.

### III. CLIENT'S RESPONSIBILITIES

CLIENT shall at such times as may be required for the successful and expeditious completion of the Services:

- (a) Provide all criteria and information as to CLIENT's requirements; obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the project; and designate a person with authority to act on CLIENT's behalf on all matters concerning the Services.
- (b) Furnish to CONSULTANT all existing studies, reports and other available data pertinent to the Services, and obtain additional reports, data and services as may be required for the project. CONSULTANT shall be entitled to rely upon all such information, data and the results of such other services in performing its Services hereunder.

### IV. INSURANCE REQUIREMENTS FOR CONTRACTORS FOR THE CITY OF CEDAR FALLS

The provisions of the document entitled, "Insurance Requirements for Contractors for the City of Cedar Falls," dated December 13, 2011 as revised January 31, 2017 consisting of 11 pages, which are attached hereto, marked Exhibit B, are hereby made a part of this Agreement as if set out word for word herein.

CONSULTANT shall furnish to CLIENT a certificate or certificates of insurance containing all coverages, endorsements and other provisions required by the Insurance Requirements set forth in Exhibit B. In the event of any conflict between the provisions of Exhibit B and the other terms of this Agreement, the provisions of Exhibit B shall control.

CONSULTANT shall obtain and maintain an insurance policy or policies that meet the provisions set out in the Insurance Requirements for Contractors for the City of Cedar Falls, attached hereto and marked Exhibit B.

**V. STANDARD TERMS AND CONDITIONS FOR CONTRACTS BETWEEN CONTRACTORS WHO PERFORM PROFESSIONAL SERVICES AND THE CITY OF CEDAR FALLS**

The provisions of the documents entitled “Standard Terms and Conditions for Contracts Between Contractors Who Perform Professional Services and the City of Cedar Falls,” consisting of two pages are incorporated into this Agreement by the Client and attached as Exhibit C.

**VI. COMPENSATION AND TERMS OF PAYMENT**

Compensation for the services shall be on an hourly basis in accordance with the hourly fees and other direct expenses in effect at the time the services are performed. Total compensation is a not to exceed a fee of Fifty Three Thousand Six Hundred and Eleven Dollars (\$53,611.00).

CONSULTANT may bill the CLIENT monthly for services completed at the time of billing. CLIENT agrees to pay CONSULTANT the full amount of such invoice within thirty (30) days after receipt thereof. In the event CLIENT disputes any invoice item, CLIENT shall give CONSULTANT written notice of such disputed item within ten (10) days after receipt of invoice and shall pay to CONSULTANT the undisputed portion of the invoice according to the provisions hereof. CLIENT agrees to abide by any applicable statutory prompt pay provisions currently in effect.

**VII. TERMINATION**

CLIENT may, with or without cause, terminate the Services at any time upon fourteen (14) days written notice to CONSULTANT. The obligation to provide further Services under this Agreement may be terminated by either party upon fourteen (14) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party, providing such defaulting party has not cured such failure, or, in the event of a non-monetary default, commenced reasonable actions to cure such failure. In either case, CONSULTANT will be paid for all expenses incurred and Services rendered to the date of the termination in accordance with compensation terms of Article VI.

**VIII. OWNERSHIP OF DOCUMENTS**

(a) Sealed original drawings, specifications, final project specific calculations and other instruments of service which CONSULTANT prepares and delivers to CLIENT pursuant to this Agreement shall become the property of CLIENT when CONSULTANT has been compensated for Services rendered. CLIENT shall have the right to use such instruments of service solely for the purpose of the construction, operation and maintenance of the Facilities. Nothing contained in this paragraph shall be construed as limiting or depriving CONSULTANT of its rights to use its basic knowledge and skills to design or carry out other projects or work for itself or others, whether or not such other projects or work are similar to the work to be performed pursuant to this Agreement. CONSULTANT shall not be liable for any unauthorized reuse or modification of its work product.

(b) Any files delivered in electronic medium may not work on systems and software different than those with which they were originally produced and CONSULTANT makes no warranty as to the compatibility of these files with any other system or software. Because of the potential degradation of electronic medium over time, in the event of a conflict between the sealed original drawings and the electronic files, the sealed drawings will govern.

**IX. MEANS AND METHODS**

(a) CONSULTANT shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety

measures and programs including enforcement of Federal and State safety requirements, in connection with construction work performed by CLIENT's construction contractors. Nor shall CONSULTANT be responsible for the supervision of CLIENT's construction contractors, subcontractors or of any of their employees, agents and representatives of such contractors; or for inspecting machinery, construction equipment and tools used and employed by contractors and subcontractors on CLIENT's construction projects and shall not have the right to stop or reject work without the thorough evaluation and approval of the CLIENT. In no event shall CONSULTANT be liable for the acts or omissions of CLIENT's construction contractors, subcontractors or any persons or entities performing any of the construction work, or for the failure of any of them to carry out construction work under contracts with CLIENT.

**X. INDEPENDENT CONTRACTOR**

CONSULTANT shall be an independent contractor with respect to the Services to be performed hereunder. Neither CONSULTANT nor its subcontractors, nor the employees of either, shall be deemed to be the servants, employees, or agents of CLIENT.

**XI. PRE-EXISTING CONDITIONS**

Anything herein to the contrary notwithstanding, CONSULTANT shall have no legal responsibility or liability for any and all pre-existing contamination. "Pre-existing contamination" is any hazardous or toxic substance present at the site or sites concerned which was not brought onto such site or sites by CONSULTANT. CLIENT agrees to release CONSULTANT from and against any and all liability to the CLIENT which may in any manner arise in any way directly or indirectly caused by such pre-existing contamination except if such liability arises from CONSULTANT's sole negligence or willful misconduct.

CLIENT shall, at CLIENT's sole expense and risk, arrange for handling, storage, transportation, treatment and delivery for disposal of pre-existing contamination. CLIENT shall be solely responsible for obtaining a disposal site for such material. CLIENT shall look to the disposal facility and/or transporter for any responsibility or liability arising from improper disposal or transportation of such waste. CONSULTANT shall not have or exert any control over CLIENT in CLIENT's obligations or responsibilities as a generator in the storage, transportation, treatment or disposal of any pre-existing contamination. CLIENT shall complete and execute any governmentally required forms relating to regulated activities including, but not limited to generation, storage, handling, treatment, transportation, or disposal of pre-existing contamination.

For CONSULTANT's Services requiring drilling, boring, excavation or soils sampling, CLIENT shall approve selection of the contractors to perform such services, all site locations, and provide CONSULTANT with all necessary information regarding the presence of underground hazards, utilities, structures and conditions at the site.

**XII. DISPUTE RESOLUTION**

If a dispute arises out of, or relates to, the breach of this Agreement and if the dispute cannot be settled through negotiation, then the CONSULTANT and the CLIENT agree to submit the dispute to mediation. In the event CONSULTANT or the CLIENT desires to mediate any dispute, that party shall notify the other party in writing of the dispute desired to be mediated. If the parties are unable to resolve their differences within 10 days of the receipt of such notice, such dispute shall be submitted for mediation in accordance with the procedures and rules of the American Arbitration Association (or any successor organization) then in effect. The deadline for submitting the dispute to mediation can be changed if the parties mutually agree in writing to extend the time between receipt of notice and submission to mediation. The expenses of the mediator shall be shared 50 percent by CONSULTANT and 50 percent by the CLIENT. This requirement to seek mediation shall

be a condition required before filing an action at law or in equity. However, prior to or during the negotiations or the mediation either party may initiate litigation that would otherwise be barred by a statute of limitations, and CONSULTANT may pursue any property liens or other rights it may have to obtain security for the payment of its invoices.

This Agreement shall be governed by the laws of the State of Iowa and any action at law or other judicial proceeding arising from this Agreement shall be instituted in Black Hawk County District Court, Waterloo, Iowa.

**XIII. MISCELLANEOUS**

- (a) This Agreement constitutes the entire agreement between the parties hereto and supersedes any oral or written representations, understandings, proposals, or communications heretofore entered into by or on account of the parties and may not be changed, modified, or amended except in writing signed by the parties hereto. In the event of any conflict between this contract document and any of the exhibits hereto, the terms and conditions of Exhibit C shall control. In the event of any conflict among the exhibits, Exhibit C shall control.
- (b) This Agreement shall be governed by the laws of the State of Iowa.
- (c) CONSULTANT may subcontract any portion of the Services to a subcontractor approved by CLIENT. In no case shall CLIENT's approval of any subcontract relieve CONSULTANT of any of its obligations under this Agreement.
- (d) In the event CLIENT uses a purchase order form to administer this Agreement, the use of such form shall be for convenience purposes only, and any typed provision in conflict with the terms of this Agreement and all preprinted terms and conditions contained in or on such forms shall be deemed stricken and null and void.
- (e) This Agreement gives no rights or benefits to anyone other than CLIENT and CONSULTANT and does not create any third party beneficiaries to the Agreement.
- (f) Except as may be explicitly set forth above, nothing contained in this Agreement or its exhibits limits the rights and remedies, including remedies related to damages, of either party that are available to either party under the law.

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement on the day and year written below.

**APPROVED FOR CLIENT**

**APPROVED FOR CONSULTANT**

By: \_\_\_\_\_

By: Monica Smith

Printed Name: Robert M. Green

Printed Name: Monica Smith

Title: Mayor of Cedar Falls

Title: President

Date: \_\_\_\_\_

Date: April 1, 2020

**Exhibit A**

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**BLACK HAWK AND BLACK HAWK SOUTHWEST SUBWATERSHED ASSESSMENTS**  
**Cedar Falls, Iowa**  
**City Project Number ST-000- 3232**

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02/11/20

**SCOPE OF SERVICES**

This project will assess the current conditions of the stormwater flows within the proposed Black Hawk Subwatershed and Black Hawk Southwest Subwatershed in the City of Cedar Falls. The final result of this work will be a written report detailing the information obtained and the analysis completed on all data that will be compiled.

**GIS Assessment:** For this task, the following categories will be analyzed using available information: Location and area, Hydrology, Topography, Soils, Population, Ownership, Historical Land Use, Current Land Use, Current Zoning, Geology, Climate, and Threatened & Endangered Species. Where applicable, maps and/or graphs will be produced to illustrate the information being compiled.

**Physical Assessment:** For this task, the physical health of the creek will be assessed using the RASCAL (Rapid Assessment of Stream Conditions Along Length) Protocol. This analysis will look at a number of factors, including: the observed land uses on either side of the creek, any livestock access, the amount of canopy cover, bank stability, and any storm water point sources. This information will be compiled into easily understood maps and tabulations for further analysis. This assessment will be completed once during the project duration. Right of entry forms will be assembled by and sent out to all residence with creek water flowing across their property by Robinson Staff.

**Chemical Assessment:** For this task, the chemical health of the creek will be assessed. Initially, any existing chemical testing results will be compiled. Then, two or three permanent testing locations will be located within the public right-of-way in the watershed. These sites will then be monitored for one year. Due to the size of the watershed, it is recommended that no more than two sites be identified for laboratory testing. All identified testing locations will be monitored using IOWATER protocols, while twice a month at one or two locations water samples will be obtained and sent to a laboratory to determine levels of Ammonia, Chlorides, E.Coli, Nitrates, Nitrites, and Total Phosphate in the water. Additionally, for two months in the Spring, a total of four samples at the two lab testing sites will be obtained for herbicides and pesticide testing.

**Social Assessment:** This task would include assembling a simple survey to be sent to a select portion of the land owners in the watershed. (It is anticipated that there are about 100 property owners within the watershed. Therefore approximately 100 surveys will be mailed to randomly selected property owners.) This survey will be used to determine what the land owners understand about the watershed they are located in and the steps that the residents may be willing to take to conserve storm water on their property.

**Analysis of Results:** All information will be analyzed to identify areas of concern and priority repair areas. A statistical analysis of any mathematical results will be produced for reference. A WinSLAMM Analysis will be completed on the watershed to determine what BMPs should be constructed within the watershed to reduce sediment loading and improve in-stream habitat.

**Conclusions/Recommendations:** This task will include compiling a proposed plan of improvement schedule for the watershed, reviewing the statistical analysis of all water test results, and providing an overall conclusion for the assessment. The final assessment report will be produced during this task.

02/11/20

**COST OF SERVICES**

A. Manhour Estimate:

Description	Manhour Estimate				Total
	Senior Engineer	Land Surveyor	Tech	Admin	
<b>Black Hawk Creek</b>					
GIS Assessment	48		20		68
Physical Assessment	24		16		40
Chemical Assessment	10		16		26
Social Assessment	24		10		34
Analysis and Report	80		24		104
<b>Black Hawk Southwest</b>					
GIS Assessment	48		20		68
Social Assessment	8		16		24
Analysis and Report	20		8		28
<b>Total</b>	262		130		392

B. Labor Cost: \$47,726.00

Senior Engineer	262	X	154.25=	40,413.50
Land Surveyor	0	X	125.00 =	0.00
Technician	130	X	56.25=	7,312.50
Administration	0	X	10.00 =	0.00
				47,726.00

C. Direct Project Cost: (rounded) \$5,885.00

Chemical testing conducted at one site at a rate of twice a month for 8 months	\$3,496.96
Nitrates and Nitrites -- \$29.53 per test * 8 months * 2 sites * 2 times	944.96
Total Phosphate -- \$26.68 per test * 8 months * 2 sites * 2 times	853.76
Ammonia -- \$17.01 per test * 8 months * 2 sites * 2 times	544.32
E. Coli -- \$22.68 per test * 8 months * 2 sites * 2 times	725.76
Chlorides -- \$13.38 per test * 8 months * 2 sites * 2 times	428.16
Chemical testing conducted at one site at a rate of twice a month for 2 months	\$2,336.96
Herbicides -- \$146.06 per test * 2 months * 2 sites * 2 times	1168.48
Pesticides -- \$146.06 per test * 2 months * 2 sites * 2 times	1168.48
Postage for Social Survey Mailing (approx. 50 property owners)	\$ 50.00

D. Estimated Project Cost: \$53,611.00



## Exhibit B

**Black Hawk and Black Hawk Southwest Subwatershed Assessments  
Cedar Falls, Iowa  
City Project Number ST-000-3232**

Original 12/13/11  
Revision 01/31/2017

**INSURANCE REQUIREMENTS FOR  
CONTRACTORS FOR THE CITY OF CEDAR FALLS**

\*\*\* This document outlines the insurance requirements for all Contractors who perform work for the City of Cedar Falls. The term “contractor” as used in this document shall be defined as the general contractor, artisan contractor, or design contractor that will be performing work for the City of Cedar Falls under contract.

1. All policies of insurance required hereunder shall be with an insurer authorized by law to do business in Iowa. All insurance policies shall be companies satisfactory to the City and have a rating of A-, VII or better in the current A.M. Best Rating Guide.
2. All Certificates of Insurance required hereunder shall include the Cancellation & Material Change Endorsement. A copy of this endorsement is attached in Exhibit 1.
3. Contractor shall furnish a signed Certificate of Insurance to the City of Cedar Falls, Iowa for the coverage required in Exhibit 1. Such Certificates shall include copies of the following endorsements:
  - a) Commercial General Liability policy is primary and non-contributing
  - b) Commercial General Liability additional insured endorsement – See Exhibit 1
  - c) Governmental Immunities Endorsement – See Exhibit 1

Copies of additional insured endorsements, executed by an authorized representative from an Insurer duly licensed to transact business at the location of the jobsite, must be provided prior to the first payment.

Contractor shall, upon request by the City, provide Certificates of Insurance for all subcontractors and sub-sub contractors who perform work or services pursuant to the provisions of this contract.

4. Each certificate shall be submitted to the City of Cedar Falls.
5. Failure to provide minimum coverage shall not be deemed a waiver of these requirements by the City of Cedar Falls. Failure to obtain or maintain the required insurance shall be considered a material breach of this agreement.

6. Failure of the Contractor to maintain the required insurance shall constitute a default under this Contract, and at City's option, shall allow City to terminate this Contract for cause and/or purchase said insurance at Contractor's expense.
7. Contractor shall be required to carry the following minimum coverage/limits or greater, if required by law or other legal agreement; as per Exhibit 1:
  - This coverage shall be written on an occurrence, not claims made form. All deviations or exclusions from the standard ISO commercial general liability form CG 001 shall be clearly identified and shall be subject to the review and approval of the City.
  - Contractor shall maintain ongoing CGL coverage for at least 2 years following substantial completion of the Work to cover liability arising from the products-completed operations hazard and liability assumed under an insured contract.
  - Governmental Immunity endorsement identical or equivalent to form attached.
  - Additional Insured Requirement – See Exhibit 1.  
The City of Cedar Falls, including all its elected and appointed officials, all its employees, its boards, commissions and/or authorities and their board members, employees shall be named as an additional insured on General Liability Policies for all classes of contractors.

Contractors shall include coverage for the City of Cedar Falls as an additional insured including ongoing and completed operations coverage equivalent to: ISO CG 20 10 07 04\* and ISO CG 20 37 07 04\*\*

\* ISO CG 20 10 07 04 "Additional Insured – Owners, Lessees or Contractors – Scheduled Person or Organization"

\*\* ISO CG 20 37 07 04 "Additional Insured – Owners, Lessees or Contractors – Completed Operations"

8. Errors & Omissions: If the contract's scope of services includes design work or other professional services, then Contractor shall maintain insurance coverage for errors, omissions and other wrongful acts or omissions (except for intentional acts or omissions), arising out of the professional services performed by Contractor. Contractor shall maintain continuous Errors & Omissions coverage for a period commencing no later than the date of the contract, and continuing for a period of no less than 2 years from the date of completion of all work completed or services performed under the contract. The limit of liability shall not be less than \$1,000,000.
9. Separation of Insured's Provision: If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

10. Limits: By requiring the insurance as set out in this Contract, City does not represent that coverage and limits will necessarily be adequate to protect Contractor and such coverage and limits shall not be deemed as a limitation on Contractor's liability under the indemnities provided to City in this Contract. The City will have the right at any time to require liability insurance greater than that otherwise specified in Exhibit 1. If required, the additional premium or premiums payable shall be added to the bid price.
11. Indemnification (Hold Harmless) Provision: To the fullest extent permitted by law, the Contractor agrees to defend (for all non-professional claims), indemnify, and hold harmless the City of Cedar Falls, Iowa, its elected and appointed officials, directors, employees, and agents working on behalf of the City of Cedar Falls, Iowa against any and all claims, demands, suits or loss, including any and all outlay and expense connected therewith, and for damages which may be asserted, claimed or recovered against or from the City of Cedar Falls, Iowa, its elected and appointed officials, directors, employees, and agents working on behalf of the City of Cedar Falls, Iowa, including, but not limited to, damages arising by reason of personal injury, including bodily injury or death, and property damages, which arises out of or is in any way connected or associated with the work and/or services provided by the Contractor to the City of Cedar Falls, Iowa pursuant to the provisions of this contract to the extent arising out of the errors, omissions or negligent acts of the Contractor, its agents, employees, subcontractors or others working on behalf of the Contractor. It is the intention of the parties that the City of Cedar Falls, Iowa, its elected and appointed officials, directors, employees, and agents working on behalf of the City of Cedar Falls, Iowa shall not be liable or in any way responsible for the injury, damage, liability, loss or expense incurred by the Contractor, its officers, employees, subcontractors, and others affiliated with the Contractor due to accidents, mishaps, misconduct, negligence or injuries either in person or property resulting from the work and/or services performed by the Contractor pursuant to the provisions of this contract, except for and to the extent caused by the negligence of the City of Cedar Falls, Iowa.

The Contractor expressly assumes full responsibility for damages or injuries which may result to any person or property by reason of or in connection with the work and/or services provided by the Contractor to the City of Cedar Falls, Iowa pursuant to this contract to the extent arising out of the errors, omissions or negligent acts of the Contractor, its agents, employees, subcontractors or others working on behalf of the Contractor, and agrees to pay the City of Cedar Falls, Iowa for all damages caused to the City of Cedar Falls, Iowa premises resulting from the work and/or services of the Contractor, its officers, employees, subcontractors, and others affiliated with the Contractor to the extent arising out of such errors, omissions or negligent acts.

The Contractor represents that its activities pursuant to the provisions of this contract will be performed and supervised by adequately trained and qualified personnel, and the Contractor will observe, and cause its officers, employees, subcontractors and others affiliated with the Contractor to observe all applicable safety rules.

12. Waiver of Subrogation: To the extent permitted by law, Contractor hereby releases the City of Cedar Falls, Iowa, its elected and appointed officials, its directors, employees, and agents working on behalf of the City of Cedar Falls, Iowa, from and against any and all liability or responsibility to the Contractor or anyone claiming through or under the Contractor by way of subrogation or otherwise, for any loss or damage to property caused by fire or any other casualty and for any loss due to bodily injury to Contractor's employees. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the time of this contract or arising out of the work performed under this contract. The Contractor's policies of insurance (except for Professional Liability) shall contain a clause or endorsement to the effect that such release shall not adversely affect or impair such policies or prejudice the right of the Contractor to recover thereunder.

**Completion Checklist**

- Certificate of Liability Insurance (2 pages)
- Additional Insured CG 20 10 07 04
- Additional Insured CG 20 37 07 04
- Governmental Immunities Endorsement

**EXHIBIT 1 – INSURANCE SCHEDULE**

**General Liability (Occurrence Form Only):**

Commercial General Liability	
General Aggregate	\$2,000,000
Products-Completed Operations Aggregate Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Fire Damage Limit (any one occurrence)	\$ 50,000
Medical Payments	\$ 5,000

**Automobile:** (Combined Single Limit) \$1,000,000  
If the Contractor does not own any vehicles, coverage is required on non-owned and hired vehicles.

**Standard Workers Compensation**

Statutory for Coverage A	
Employers Liability:	
Each Accident	\$ 500,000
Each Employee – Disease	\$ 500,000
Policy Limit – Disease	\$ 500,000

**Umbrella:** \$3,000,000  
The Umbrella/Excess Insurance shall be written on a per occurrence basis and if the Umbrella/Excess is not written on a follow form basis it shall have the same endorsements as required of the primary policy(ies).

**Errors & Omissions:** \$1,000,000

**CITY OF CEDAR FALLS, IOWA  
ADDITIONAL INSURED ENDORSEMENT**

The City of Cedar Falls, Iowa, including all its elected and appointed officials, all its employees, its boards, commissions and/or authorities and their board members, employees, are included as Additional Insureds, including ongoing operations CG 2010 07 04 or equivalent, and completed operations CG 2037 07 04 or equivalent. See Specimens.

This coverage shall be primary to the Additional Insureds, and not contributing with any other insurance or similar protection available to the Additional Insureds, whether other available coverage be primary, contributing or excess.

**GOVERNMENTAL IMMUNITIES ENDORSEMENT  
(For use when including the City as an Additional Insured)**

1. Nonwaiver of Government Immunity. The insurance carrier expressly agrees and states that the purchase of this policy and the including of the City of Cedar Falls, Iowa as an Additional Insured does not waive any of the defenses of governmental immunity available to the City of Cedar Falls, Iowa under Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.
2. Claims Coverage. The insurance carrier further agrees that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.
3. Assertion of Government Immunity. The City of Cedar Falls, Iowa shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurance carrier. Nothing contained in this endorsement shall prevent the carrier from asserting the defense of governmental immunity on behalf of the City of Cedar Falls, Iowa.
4. Non-Denial of Coverage. The insurance carrier shall not deny coverage under this policy and the insurance carrier shall not deny any of the rights and benefits accruing to the City of Cedar Falls, Iowa under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the City of Cedar Falls, Iowa.
5. No Other Change in Policy. The insurance carrier and the City of Cedar Falls, Iowa agree that the above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

### **CANCELLATION AND MATERIAL CHANGES ENDORSEMENT**

Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction in coverage and/or limits and ten (10) days written notice of non-payment of premium shall be sent to: Risk Management Office, City of Cedar Falls, City Hall, 220 Clay Street, Cedar Falls, Iowa 50613. This endorsement supersedes the standard cancellation statement on the Certificate of Insurance to which this endorsement is attached. Contractor agrees to furnish the City with 30 days advance written notice of cancellation, non-renewal, reduction in coverage and/or limits, and 10 days advance written notice of non-payment of premium.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Your Insurance Agency 123 Main Street Anytown, IA 00000	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b>		
<b>PRODUCER CUSTOMER ID #:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b>  Business Name 123 Main Street Anytown, IA 0000	<b>INSURER A : Carrier should reflect rating of A-, VIII or better</b>	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR I,TR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC		<input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	EACH OCCURRENCE	\$ 1,000,000
			<input checked="" type="checkbox"/>				DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		<input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
								\$ \$1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$		<input checked="" type="checkbox"/>	Policy Number	01/01/2015	01/01/2016	EACH OCCURRENCE	\$ 3,000,000
							AGGREGATE	\$ 3,000,000
								\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below		N/A	Policy Number	01/01/2015	01/01/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
	Errors & Omissions			Policy Number	01/01/2015	01/01/2016	Each Occurrence	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
 City of Cedar Falls, Iowa, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers are an Additional Insured(s) on the general liability policy on a primary and non-contributory basis (CG2010 & CG2037). Governmental Immunities Endorsement including 30 Days Notice of Cancellation Included. Waiver of Subrogation under the Work Comp & Gen Liab.

<b>CERTIFICATE HOLDER</b>  City of Cedar Falls 220 Clay Street Cedar Falls, IA 50613	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
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POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 10 07 04

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

<b>Name Of Additional Insured Person(s) Or Organization(s):</b>
<b>Location(s) Of Covered Operations</b>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:
1. Your acts or omissions; or
  2. The acts or omissions of those acting on your behalf;

- in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.
- B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:
- This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**All terms and conditions of this policy apply unless modified by this endorsement.**

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 37 07 04

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

<b>Name Of Additional Insured Person(s) Or Organization(s):</b>
<b>Location And Description Of Completed Operations</b>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at

the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

**All terms and conditions of this policy apply unless modified by this endorsement.**

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## Exhibit C

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**BLACK HAWK AND BLACK HAWK SOUTHWEST  
SUBWATERSHED ASSESSMENTS  
Cedar Falls, Iowa  
City Project Number ST – 000 – 3232**

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2/9/12

**STANDARD TERMS AND CONDITIONS FOR CONTRACTS BETWEEN CONTRACTORS  
WHO PERFORM PROFESSIONAL SERVICES AND THE CITY OF CEDAR FALLS**

This document outlines the Standard Terms and Conditions for all Contractors who perform work or services for the City of Cedar Falls under a contract. The term, "Contractor," as used in this document, includes an engineer, an architect, and any other design professional providing professional services to the City of Cedar Falls, Iowa, under a contract (but excludes construction contractors).

1. This Contract may not be modified or amended except by a writing signed by an authorized representative of the City of Cedar Falls and of the Contractor.
2. Time is of the essence of this Contract.
3. Contractor shall be an independent contractor with respect to the services to be performed under this Contract. Neither Contractor nor its subcontractors, agents, or employees, shall be deemed to be employees or agents of the City.
4. Contractor shall perform all duties in accordance with all applicable federal, state and local laws and regulations.
5. If Contractor breaches this Contract, the City shall have all remedies available to it at law or in equity.
6. Severability. If any provision of this Contract is declared invalid, illegal, or incapable of being enforced by any court of competent jurisdiction, all of the remaining provisions of this Contract shall nevertheless continue in full force and effect, and no provision shall be deemed dependent upon any other provision unless so expressed herein.
7. Assignment. Contractor may not assign this Contract or any of its rights or obligations hereunder, without the prior written consent of the City, which consent may be withheld in the sole and absolute discretion of the City.
8. Survival of Obligations. All obligations and duties which by their nature extend beyond the term of this Contract shall survive the expiration or termination of this Contract.
9. Governing Law; Jurisdiction; Venue and Trial. This Contract shall be construed in accordance with, and all disputes hereunder shall be governed by, the laws of the State of Iowa, excluding its conflicts of law rules. The parties hereto agree that the exclusive jurisdiction

and venue shall be in the Iowa District Court for Black Hawk County, and in no other jurisdiction or location, and shall not be removed to federal court. The parties hereby agree to waive the right to trial by jury and agree to submit all disputes to a trial by judge alone. The parties agree that no disputes under this Contract shall be submitted to binding arbitration, but may be submitted to mediation by mutual consent of both parties.

10. Any failure of Contractor to comply with the Insurance Requirements for Contractors for the City of Cedar Falls set forth on Exhibit B, shall constitute a default under this Contract.

11. Attorneys' Fees. In the event of litigation, the City shall under no circumstances be obligated for payment of any attorneys' fees of Contractor or any other party, arising out of such litigation.

12. Payment. Payment of Contractor's invoices shall be due no sooner than thirty (30) days from the date of invoice. In the event any invoices are not paid within thirty (30) days, the City shall pay interest thereon at the rate provided for by Section 668.13(3), Code of Iowa, computed monthly.

13. The City shall not be obligated to maintain confidentiality of Contractor documents or records that are furnished to the City if such documents are public records under the Iowa Open Records Law, Chapter 22, Code of Iowa, and the City shall have no responsibility to Contractor for disclosure of such records.

14. Under no circumstances shall the City waive any damages against the Contractor or any other party arising out of any breach of this Contract, whether consequential, indirect, special, or punitive damages.

15. Under no circumstances shall the Contractor's liability to the City be limited to any specific amount or sum, whether that amount is the compensation paid by the City to the Contractor under this Contract, or the dollar amount of coverage provided for in the Insurance Requirements for Contractors for the City of Cedar Falls, Exhibit B.

16. No waiver of the City's subrogation rights against the Contractor or any other party shall conflict with the provisions of the City Insurance Requirements, Exhibit B.

17. Limitations Period. There shall be no limitation, except as provided for by Iowa law, on the period of time within which the City may make any claim against the Contractor or other party under the provisions of this Contract.

18. This Contract shall not be binding on the City unless and until approved by the City Council of the City at a duly constituted meeting, and signed by the Mayor and City Clerk of the City.

19. Warranties. Contractor represents and warrants that all services furnished to the City under this Contract shall be furnished in a skilled and workmanlike manner, in accordance with the degree of skill and care that is required by current, good and sound practices applicable to the Contractor's industry or profession, and as otherwise required by applicable law.

20. Force Majeure. Neither party to this Contract shall be liable to the other party for delays in performing the services, or for the direct or indirect cost resulting from such delays, that may result from acts of God, acts of governmental authorities, extraordinary weather conditions or other natural catastrophes, or any other cause beyond the reasonable control or contemplation of either party. Each party will take reasonable steps to mitigate the impact of any force majeure.



## ADMINISTRATION

City of Cedar Falls  
 220 Clay Street  
 Cedar Falls, Iowa 50613  
 Phone: 319-273-8600  
 Fax: 319-273-8610  
[www.cedarfalls.com](http://www.cedarfalls.com)

## MEMORANDUM

**TO:** Honorable Mayor Robert M. Green and City Council  
**FROM:** Shane Graham, Economic Development Coordinator  
**DATE:** March 23, 2020  
**SUBJECT:** Voluntary Annexation of Territory to the City of Cedar Falls, Iowa

As you may recall, City Council approved applications for the voluntary annexation of territory to the City of Cedar Falls, Iowa on August 19, 2019.

On February 12, 2020, the City Development Board of the State of Iowa issued a Final Order approving the annexation application. The 30-day appeal period has now run, and the City Development Board has filed the annexation proceedings with both the Iowa Secretary of State and the Black Hawk County Recorder.

Iowa Code Section 312.3(4) provides that the mayor and city council of any city which has annexed territory since the last available federal census shall certify to the Treasurer of the State of Iowa the actual population of the annexed territory, as determined by the last certified federal census of said territory. The purpose of this certification is to modify the apportionment of Iowa road use tax funds to the city, based upon the population of the annexed territory, until the next federal census, which will be later this year.

Accordingly, enclosed please find a proposed Resolution which certifies that the population of the annexed territory as of the 2010 federal census was twenty three (23) persons.

It is recommended that City Council approves the Resolution, and then after it is signed by the Mayor and City Clerk, the City Clerk should send a certified copy of the Resolution to the Treasurer of the State of Iowa.

If you have any questions, please feel free to let me know.

xc: Ron Gaines, P.E., City Administrator  
 Kevin Rogers, City Attorney  
 Maria Brownell, Ahlers and Cooney, P.C.

Prepared by: Shane Graham, Economic Development Coordinator, 220 Clay Street, Cedar Falls, IA (319) 268-5160

RESOLUTION NO. \_\_\_\_\_

RESOLUTION CERTIFYING TO THE TREASURER OF THE STATE OF IOWA THE ACTUAL POPULATION OF TERRITORY ANNEXED TO THE CITY OF CEDAR FALLS, IOWA, WHICH LIES WITHIN TWO (2) MILES OF THE CORPORATE BOUNDARY OF THE CITY OF HUDSON, IOWA

WHEREAS, by Resolution No. 21,663, adopted August 19, 2019, the City Council of the City of Cedar Falls, Iowa, approved Applications for Voluntary Annexation of certain territory legally described on Attachment A, to the City of Cedar Falls, Iowa, filed by the following parties:

1. The City of Cedar Falls, Iowa;
2. Dennis and Linda Nebbe;
3. Jacob and Jessica Nauholz;
4. M. Lathon and Linda Jernigan;
5. Bruce and Marilyn Baridon;
6. Marvin and Jean Mc Elvain;
7. Rebecca Dickinson;
8. Scott and Debra Knudtson; and

WHEREAS, the City of Cedar Falls filed a request for approval of said annexation applications with the City Development Board of the State of Iowa, which issued a Final Order in a case styled, In the Matter of the City of Cedar Falls Voluntary Annexation Within the Urbanized Area of the City of Hudson, Case No. UA20-03/Cedar Falls, on February 13, 2020, approving these annexation applications; and

WHEREAS, no appeal was filed within thirty (30) days of the date of the Final Order filed by the City Development Board approving the voluntary annexation petition submitted by the City of Cedar Falls; and



WHEREAS, the City Development Board has filed a copy of the annexation proceedings with the Iowa Secretary of State and has recorded a copy with the Black Hawk County Recorder, thereby completing the annexation, as provided in Section 368.20(2), Code of Iowa; and

WHEREAS, Section 312.3(4), Code of Iowa (2019), provides that in any case where a city has annexed any territory, the mayor and city council shall certify to the Treasurer of the State of Iowa the actual population of such annexed territory as determined by the last certified federal census of said territory, whereupon the apportionment of road use tax funds shall be based upon the population of said city as modified by the certification of the population of the annexed territory until the next federal census enumeration; and

WHEREAS, the actual population of the annexed territory as determined by the certified 2010 federal census was twenty three (23) persons, and, as required by Section 312.3(4), Code of Iowa, the City Council of the City of Cedar Falls, Iowa, finds it appropriate to certify the actual population of said annexed territory to the Treasurer of the State of Iowa.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, AS FOLLOWS:

1. The City Council of the City of Cedar Falls, Iowa, does hereby certify to the Treasurer of the State of Iowa that the actual population of the annexed territory legally described on Attachment A, pages 1 and 2, as determined by the 2010 certified federal census of said territory, was twenty three (23) persons.

2. The City Clerk is hereby authorized and directed to deliver a certified copy of this Resolution, along with Attachment A, pages 1 and 2, to the Treasurer of the State of Iowa, as provided for in Section 312.3(4), Code of Iowa (2019).

PASSED AND ADOPTED this 6<sup>th</sup> day of April, 2020.

\_\_\_\_\_  
Robert M. Green, Mayor

ATTEST:

\_\_\_\_\_  
Jacqueline Danielsen, MMC, City Clerk

CERTIFICATE

STATE OF IOWA )  
 ) SS  
COUNTY OF BLACK HAWK )

I, Jacqueline Danielsen, City Clerk of the City of Cedar Falls, Iowa, hereby certify that the above and foregoing is a true and correct typewritten copy of Resolution No. \_\_\_\_\_ duly and legally adopted by the City Council of said City on the \_\_\_\_ day of \_\_\_\_\_, 2020.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the official seal of the City of Cedar Falls, Iowa this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Jacqueline Danielsen  
City Clerk of Cedar Falls, Iowa

**ATTACHMENT "A"****City of Cedar Falls:**

Northwest Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa, except the North 1,200 feet of the West 800 feet thereof.

North one-half of the Southwest Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa, except the West 231 feet of the South 660 feet thereof and further except Parcel 'A' of Plat of Survey Doc. # 2017-02916.

**Dennis & Linda Nebbe:**

West 800 feet of the North 1,200 feet of the Northwest Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

**Jacob & Jessica Nauholz:**

West 240 feet of the North 550 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

**M. Lathon & Linda Jernigan:**

East 240 feet of the West 480 feet of the North 550 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

**Bruce & Marilyn Baridon:**

East 283 feet of the West 763 feet of the North 260.77 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

**Marvin & Jean McElvain:**

East 280 feet of the West 1,083 feet of the North 253 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

**Rebecca Dickinson:**

East 603 feet of the West 1,083 feet of the South 150 feet of the North 403 feet except the East 283 feet of the West 763 feet of the North 7.77 feet of the South 150 feet of the North 403 feet and the East 40 feet of the West 803 feet of the North 253 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

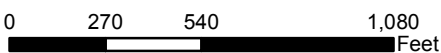
**Scott & Debra Knudtson:**

East 603 feet of the West 1,083 feet of the South 147 feet of the North 550 feet of the Northeast Quarter of Section 34, Township 89, Range 14 West of the 5<sup>th</sup> P.M., Black Hawk County, Iowa.

Item 22.



**City of Cedar Falls, Iowa**  
**Voluntary Annexation Map**



Date: 3/23/2020

1 inch = 540 feet

**Annexation Property Description:**

Northwest Corner and North one-half of the Southwest Quarter of Section 34, Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa, except the West 231 feet of the South 660 feet thereof and further except Parcel 'A' of Plat of Survey 02916.  
 North 550 feet of the West 1,083 feet of the Northeast Corner Quarter of Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa.

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## ADMINISTRATION

City of Cedar Falls  
 220 Clay Street  
 Cedar Falls, Iowa 50613  
 Phone: 319-273-8600  
 Fax: 319-273-8610  
[www.cedarfalls.com](http://www.cedarfalls.com)

## MEMORANDUM

**TO:** Honorable Mayor Robert M. Green and City Council  
**FROM:** Shane Graham, Economic Development Coordinator  
**DATE:** March 23, 2020  
**SUBJECT:** Ward and Precinct Boundary Adjustment – 2020 Cedar Falls Voluntary Annexation

As you may recall, City Council approved applications for the voluntary annexation of territory to the City of Cedar Falls, Iowa on August 19, 2019. On February 12, 2020, the City Development Board of the State of Iowa issued a Final Order approving the annexation application. The 30-day appeal period has now run, and the City Development Board has filed the annexation proceedings with both the Iowa Secretary of State and the Black Hawk County Recorder. Attached is a map that shows the adjusted changes as a result of the annexation.

Due to this change in the corporate limits, the City must now take action to update the ward and precinct boundaries to reflect this new area of land that is now within Cedar Falls. The land area that was recently annexed is directly adjacent to Ward 2 Precinct 2. Therefore, the Ward 2 description will need to be revised, as well as the description for Ward 2 Precinct 2, in order to include this new area in those descriptions.

It is recommended that City Council set a date for public hearing on this matter for April 20, 2020. It is also recommended to amend Section 8-1 of the Code of Ordinances pertaining to the description of Ward 2 and Ward 2 Precinct 2 in order to include the aforementioned annexed land to the city.

If you have any questions, please feel free to let me know.

xc: Ron Gaines, P.E., City Administrator  
 Kevin Rogers, City Attorney  
 Maria Brownell, Ahlers and Cooney, P.C.

Prepared by: Shane Graham, Economic Development Coordinator, 220 Clay Street, Cedar Falls, IA 50613, (319) 268-5160

RESOLUTION NO. \_\_\_\_\_

RESOLUTION SETTING DATE OF PUBLIC HEARING ON A PROPOSED ORDINANCE AMENDING THE BOUNDARIES FOR WARDS AND PRECINCTS WITHIN THE CITY OF CEDAR FALLS TO INCORPORATE RECENTLY ANNEXED TERRITORY

WHEREAS, a proposed ordinance amending the boundaries for wards and precincts within the City of Cedar Falls to incorporate recently annexed territory has been submitted to the City Council of the City of Cedar Falls, Iowa; and

WHEREAS, as required by law, a hearing is to be held by the City Council of the City of Cedar Falls, Iowa, to consider said proposed ordinance; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA, that a hearing be held on the 20<sup>th</sup> day of April, 2020, at 7:00 p.m., in the Council Chambers of the City Hall of the City of Cedar Falls, Iowa, 220 Clay Street, Cedar Falls, Iowa, to consider the proposed ordinance amending the boundaries for wards and precincts within the City of Cedar Falls to incorporate recently annexed territory, and the City Clerk is hereby directed to publish said notice of said public hearing.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Robert M. Green, Mayor

ATTEST:

\_\_\_\_\_  
Jacqueline Daniels, MMC, City Clerk

CERTIFICATE

STATE OF IOWA )  
 )  
COUNTY OF BLACK HAWK: ) SS:

I, Jacqueline Danielsen, City Clerk of the City of Cedar Falls, Iowa, hereby certify that the above and foregoing is a true and correct typewritten copy of Resolution No. \_\_\_\_\_ duly and legally adopted by the City Council of said City on the \_\_\_\_ day of \_\_\_\_\_, 2020.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed the official seal of the City of Cedar Falls, Iowa this \_\_\_\_ day of \_\_\_\_\_, 2020.

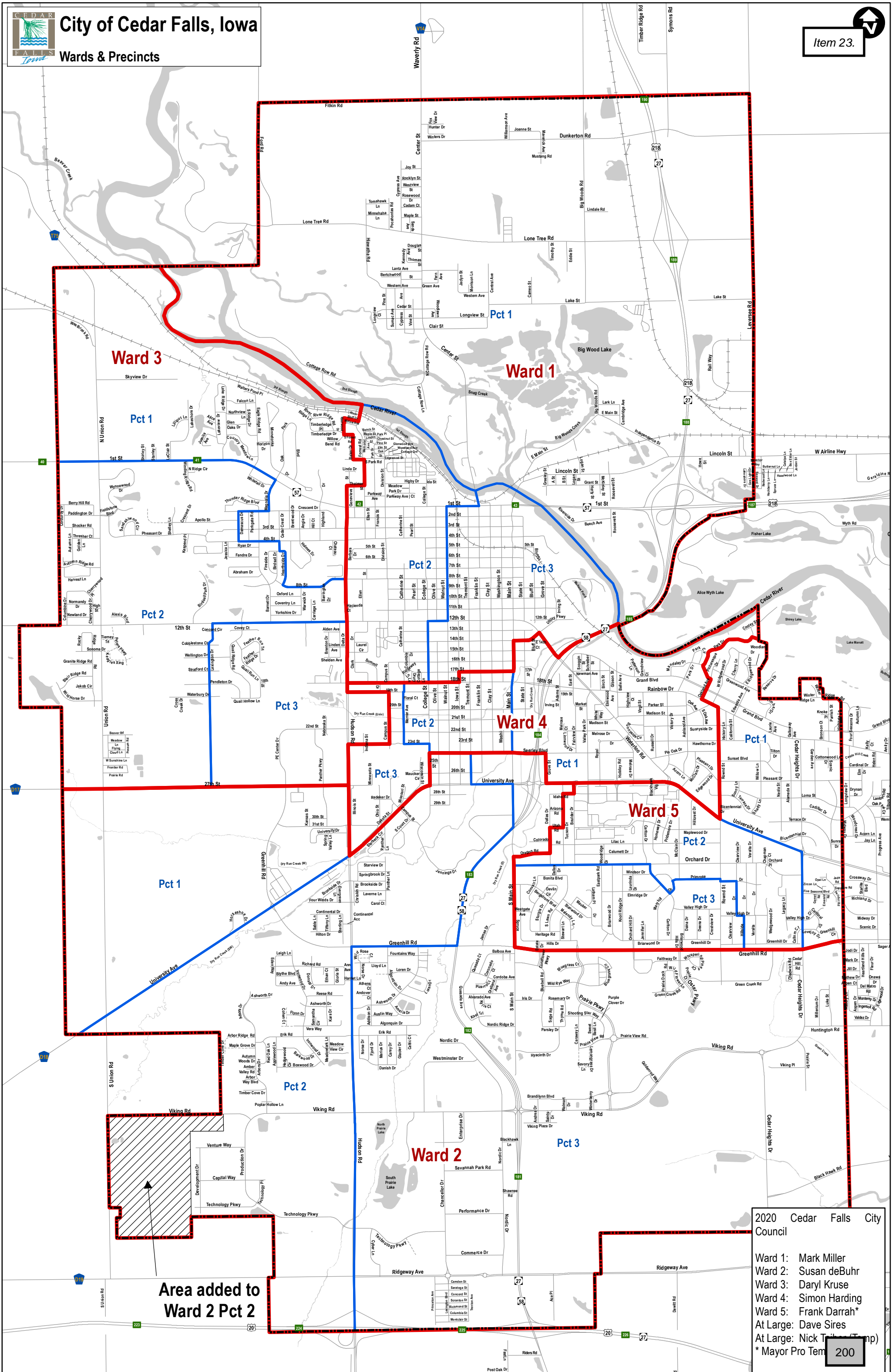
\_\_\_\_\_  
Jacqueline Danielsen  
City Clerk of Cedar Falls, Iowa



# City of Cedar Falls, Iowa

## Wards & Precincts

Item 23.



2020 Cedar Falls City Council	
Ward 1:	Mark Miller
Ward 2:	Susan deBuhr
Ward 3:	Daryl Kruse
Ward 4:	Simon Harding
Ward 5:	Frank Darrah*
At Large:	Dave Sires
At Large:	Nick Thompson
* Mayor Pro Temp	



**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE REPEALING THE SUBSECTION OF SECTION 8-1, WARDS AND PRECINCTS, DEALING WITH THE DESCRIPTION OF THE TERRITORY INCLUDED IN THE SECOND WARD OF THE CITY, AND ENACTING IN LIEU THEREOF A NEW SUBSECTION OF SECTION 8-1, WARDS AND PRECINCTS, DEALING WITH THE SECOND WARD OF THE CITY, ALL CONTAINED IN CHAPTER 8, ELECTIONS, OF THE CODE OF ORDINANCES OF THE CITY OF CEDAR FALLS, IOWA.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR FALLS, IOWA:

*Section 1.* The subsection of Section 8-1, Wards and precincts, dealing with the Second Ward of the City, contained in Chapter 8, Elections, of the Code of Ordinances of the City of Cedar Falls, Iowa, is hereby repealed in its entirety, and a new subsection of Section 8-1, Wards and precincts, dealing with the Second Ward of the City, is enacted in lieu thereof, as follows:

**THE SECOND WARD**

The Second Ward shall embrace all of the territory within the City Limits described as follows:

Beginning at the centerline of Greenhill Road and a north-south leg of the City Limits or the east City Limits line; thence southerly along the said east City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City Limits; thence southerly along said north-south City Limits line to the centerline of W. Ridgeway Avenue; thence westerly along the centerline of W. Ridgeway Avenue to a north-south leg of the City Limits line; thence southerly along said north-south City Limits line to an east-west leg of the south City Limits line; thence westerly along said south City Limits line to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to the centerline of W. Ridgeway Avenue; thence easterly along the centerline of W. Ridgeway Avenue to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to an east-west leg of the City limits; thence easterly along said east-west City Limits line to a north-south leg of the City limits; thence northerly along said north-south City Limits line to the centerline of Viking Road; thence westerly along the centerline of Viking Road to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City Limits; thence northerly along said north-south City Limits to the centerline of W. 27<sup>th</sup> Street; thence easterly along the centerline of W. 27<sup>th</sup> Street to the centerline of Hudson Road; thence southerly along the centerline of Hudson Road to the centerline of University Avenue; thence northeasterly along the centerline of University Avenue to the centerline of College Street; thence northerly along the centerline of College Street to the centerline of Seerley Boulevard; thence easterly along the centerline of Seerley Boulevard to the centerline of Grove Street; thence southerly along the centerline of Grove Street to the centerline of University Avenue; thence easterly along the centerline of University Avenue to the centerline of Boulder Drive; thence southerly along the centerline of Boulder Drive to the centerline of Idaho Road; thence westerly along the centerline of Idaho Road to the centerline of Tucson Drive; thence southerly along the centerline of Tucson Drive to the centerline of Utah Drive; thence westerly along the centerline of Utah Drive to the centerline of Dallas Drive; thence southerly along the centerline of Dallas Drive to the centerline of Oregon Road; thence westerly along the centerline of Oregon Road to the centerline of South Main Street; thence southerly along the centerline of South Main Street to the centerline of Greenhill Road; thence easterly along the centerline of Greenhill Road to the point of beginning.

Also, Cedar Falls Ward 2 shall consist of all Cedar Falls Township, or bounded by a line beginning at the intersection of North Butler Road and Westbrook Road and proceeding east along Westbrook Road until it intersects the corporate limits of the City of Cedar Falls, thence proceeding south and then west and then south and then east and then south and then east and then south and the west and then south and then west and then south and then east and then south along the corporate limits of the City of Cedar Falls until it intersects W. Ridgeway Avenue, thence proceeding west along W. Ridgeway Avenue to its intersection with University Avenue, thence proceeding west on University Avenue until it intersects North Butler Road, thence proceeding north along North Butler Road to the point of beginning.

Also, Cedar Falls Ward 2 shall consist of the Northwest Corner and North one-half of the Southwest Quarter of Section 34, Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa, except the West 231 feet of the South 660 feet thereof and further except Parcel 'A' of Plat of Survey Doc. # 2017-02916, and also the North 550 feet of the West 1,083 feet of the Northeast Corner Quarter of Section 34, Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa.

PRECINCT 1 OF THE SECOND WARD

Precinct 1 of the Second Ward shall consist of all the area described as follows:

Beginning at the centerlines of Hudson Road and W. 27<sup>th</sup> Street; thence southerly along the centerline of Hudson Road to the intersection of University Avenue; thence southwesterly along the centerline of University Avenue to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to the centerline of W. 27<sup>th</sup> Street; thence easterly along the centerline of W. 27<sup>th</sup> Street to the point of beginning.

PRECINCT 2 OF THE SECOND WARD

Precinct 2 of the Second Ward shall consist of all the area described as follows:

Beginning at the centerlines of University Avenue and Hudson Road; thence northeasterly along the centerline of University Avenue to the centerline of College Street; thence northerly along the centerline of College Street to the centerline of Seerley Boulevard; thence easterly along the centerline of Seerley Boulevard to the centerline of Tremont Street; thence southerly along the centerline of Tremont Street to the centerline of University Avenue; thence easterly along the centerline of University Avenue to the centerline of Main Street; thence southerly along the centerline of S. Main Street to where it intersects with the centerline of U.S. Highway 58; thence southwesterly and southerly along the centerline of U.S. Highway 58 to the centerline of Greenhill Road; thence westerly along the centerline of Greenhill Road to the centerline of Hudson Road; thence southerly along the centerline of Hudson Road to an east-west leg of the City Limits or the south City Limits line; thence westerly along said south City Limits line to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to the centerline of W. Ridgeway Avenue; thence easterly along the centerline of W. Ridgeway Avenue to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City limits; thence northerly along said north-south City Limits line to an east-west leg of the City Limits; thence easterly along said east-west City Limits line to a north-south leg of the City limits; thence northerly along said north-south City Limits line to the centerline of Viking Road; thence westerly along the centerline of Viking Road to a north-south leg of the City Limits; thence northerly along said north-south City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to the centerline of University Avenue; thence northeasterly along the centerline of University Avenue to the point of beginning.

Also, Cedar Falls Ward 2 precinct 2 shall consist of all Cedar Falls Township, or bounded by a line beginning at the intersection of North Butler Road and Westbrook Road and proceeding east along Westbrook Road until it intersects the corporate limits of the City of Cedar Falls, thence proceeding south and then west and then south and then east and then south and then east and then south and the west and then south and then west and then south and then east and then south along the corporate limits of the City of Cedar Falls until it intersects W. Ridgeway Avenue, thence proceeding west along W. Ridgeway Avenue to its intersection with University Avenue, thence proceeding west on University Avenue until it intersects North Butler Road, thence proceeding north along North Butler Road to the point of beginning.

Also, Cedar Falls Ward 2 precinct 2 shall consist of the Northwest Corner and North one-half of the Southwest Quarter of Section 34, Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa, except the West 231 feet of the South 660 feet thereof and further except Parcel 'A' of Plat of Survey Doc. # 2017-02916, and also the North 550 feet of the West 1,083 feet of the Northeast Corner Quarter of Section 34, Township 89, Range 14 West of the 5th P.M., Black Hawk County, Iowa.

PRECINCT 3 OF THE SECOND WARD

Precinct 3 of the Second Ward shall consist of all the area described as follows:

Beginning at the centerlines of Greenhill Road and Hudson Road; thence easterly along the centerline of Greenhill Road to the centerline of U.S. Highway 58; thence northerly and northeasterly along the centerline of U.S. Highway 58 to where it intersects with the centerline of S. Main Street; thence northerly along the centerline of S. Main Street to the centerline of University Avenue; thence westerly along the centerline of University Avenue to the centerline of Tremont Street; thence northerly along the centerline of Tremont Street to the centerline of Seerley Boulevard; thence easterly along the centerline of Seerley Boulevard to the centerline of Grove Street; thence southerly along the centerline of Grove Street to the centerline of University Avenue; thence easterly along the centerline of University Avenue to the centerline of Boulder Drive; thence southerly along the centerline of Boulder Drive to the centerline of Idaho Road; thence westerly along the centerline of Idaho Road to the centerline of Tucson Drive; thence southerly along the centerline of Tucson Drive to the centerline of Utah Drive; thence westerly along the centerline of Utah Drive to the centerline of Dallas Drive; thence southerly along the centerline of Dallas Drive to the centerline of Oregon Road; thence westerly along the centerline of Oregon Road to the centerline of South Main Street; thence southerly along the centerline of South Main Street to the centerline of Greenhill Road; thence easterly along the centerline of Greenhill Road to a north-south leg of the City Limits or the east City Limits; thence southerly along the said east City Limits line to an east-west leg of the City Limits; thence westerly along said east-west City Limits line to a north-south leg of the City Limits; thence southerly along said north-south City Limits line to the centerline of W. Ridgeway Avenue; thence westerly along the centerline of W. Ridgeway Avenue to a north-south leg of the City Limits; thence southerly along said north-south City Limits line to an east-west leg of the City Limits or the south City Limits line; thence westerly along said south City Limits line to the centerline of Hudson Road; thence northerly along the centerline of Hudson Road to the point of beginning.

INTRODUCED: \_\_\_\_\_

PASSED 1<sup>ST</sup> CONSIDERATION: \_\_\_\_\_

PASSED 2<sup>ND</sup> CONSIDERATION: \_\_\_\_\_

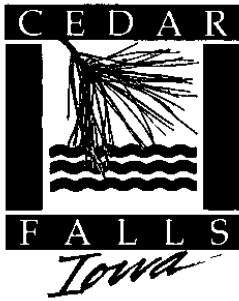
PASSED 3<sup>RD</sup> CONSIDERATION: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Robert M. Green, Mayor

ATTEST:

\_\_\_\_\_  
Jacqueline Danielsen, MMC, City Clerk

**DEPARTMENT OF COMMUNITY DEVELOPMENT**

City of Cedar Falls  
220 Clay Street  
Cedar Falls, Iowa 50613  
Phone: 319-268-5161  
Fax: 319-268-5197  
www.cedarfalls.com

**MEMORANDUM*****Inspection Services Division***

**TO:** Honorable Mayor Robert Green & City Council

**FROM:** Jamie Castle, AIA  
Building Official

**DATE:** April 1, 2020

**SUBJECT:** Set Public Hearing Date for Locker Room Remodel at the  
Recreation Center

The City of Cedar Falls is planning to remodel the locker rooms at the Recreation Center. This is project #63 in the Capital Improvement Plan. It follows completion of the Recreation and Fitness Center, Operations and Facility Needs Assessment in late 2019. An overview of the study was given at the November 18, 2019 Committee of the Whole meeting.

The City entered into a contract with Invision Architecture to produce plans and specifications for a project in FY2021. With the exception of the carpet all other items in the locker rooms are original from 1993 and in need of an update. The plan is to replace all wall and flooring tile, carpet, plumbing fixtures, lighting, hand/hair dryers, drop ceiling, heat pumps (located above the ceiling), remove part of the center section of lockers swinging the remaining lockers 90°, thus opening up the center of the locker room area. Permanent benches would be replaced with chairs or stools thus becoming more user friendly. The shower area would have three shower stalls with lots of privacy as opposed to the four open showers currently in place. The majority of this work will be replacing fixtures and tile which were original when built in 1993. This update will help allow our facility to remain competitive with other locations offering like activities.

We recommend starting the process of bidding and selecting a contractor by setting a public hearing date for the plans and specifications on April 6, 2020.

# Daily Invoices for Council Meeting 04/06/20

PREPARED 04/02/2020, 12:08:19  
 PROGRAM GM360L  
 CITY OF CEDAR FALLS

ACCOUNT ACTIVITY LISTING

PAGE 1  
 ACCOUNTING PERIOD 09/2020

Item 25.

GROUP	PO	ACCTG	-----TRANSACTION-----			DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION		BALANCE
								POST DT
FUND 101 GENERAL FUND								
101-1008-441.83-06 TRANSPORTATION&EDUCATION / EDUCATION								
1636		09/20 AP		03/25/20	0394330	IOWA LEAGUE-CITIES	432.00	03/27/20
						REG:IMPI 2020-KIM KERR		
						AMES		
ACCOUNT TOTAL						432.00	0.00	432.00
101-1028-441.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT								
1490		09/20 AP		03/13/20	0004889	ADVANTAGE ADMIN-SECT.105	2.03	04/02/20
						HEALTH INS. REIMBURSEMENT		
ACCOUNT TOTAL						2.03	0.00	2.03
101-1028-441.83-06 TRANSPORTATION&EDUCATION / EDUCATION								
1568		09/20 AP		02/10/20	0394294	IMFOA	50.00	03/17/20
						ICMFO RECERT.-L.ROEDING		
						RENEWAL-3/30/20;#133524		
1568		09/20 AP		02/10/20	0394294	IMFOA	15.00	03/17/20
						ICMFO REFILEING-L.ROEDING		
						RENEWAL-3/30/20;#133524		
ACCOUNT TOTAL						65.00	0.00	65.00
101-1028-441.89-17 MISCELLANEOUS SERVICES / BANK SERVICE CHARGES								
1490		09/20 AP		03/30/20	0004901	FARMERS STATE BANK		04/02/20
						03/26/20 WIRE FEE REFUND	5.00	
1490		09/20 AP		03/30/20	0004902	FARMERS STATE BANK		04/02/20
						03/27/20 WIRE FEE REFUND	5.00	
1490		09/20 AP		03/30/20	0004903	FARMERS STATE BANK		04/02/20
						03/27/20 WIRE FEE REFUND	3.00	
1490		09/20 AP		03/30/20	0004904	FARMERS STATE BANK		04/02/20
						03/11/20 WIRE FEE REFUND	5.00	
1490		09/20 AP		03/27/20	0004902	FARMERS STATE BANK	25.00	04/02/20
						OUTGOING WIRE		
1490		09/20 AP		03/27/20	0004903	FARMERS STATE BANK	15.00	04/02/20
						INCOMING WIRE		
						COMMUNITY BANK & TRUST		
1490		09/20 AP		03/26/20	0004901	FARMERS STATE BANK	25.00	04/02/20
						VOYA OUTGOING WIRE		
						03/27/20 PAYROLL		
1490		09/20 AP		03/11/20	0004904	FARMERS STATE BANK	25.00	04/02/20
						VOYA OUTGOING WIRE		
						03/13/20 PAYROLL		
ACCOUNT TOTAL						90.00	18.00	72.00
101-1048-441.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT								
1490		09/20 AP		03/06/20	0004888	ADVANTAGE ADMIN-SECT.105	46.74	04/02/20
						HEALTH INS. REIMBURSEMENT		
ACCOUNT TOTAL						46.74	0.00	46.74

GROUP	PO	ACCTG	----	TRANSACTION----					
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 101 GENERAL FUND									
101-1060-423.72-19 OPERATING SUPPLIES / PRINTING									
1594		10/20 AP		03/04/20	0394363	TELEVEND SERVICES, INC. PRINTING FAX CARDS	125.45		03/27/20
ACCOUNT TOTAL							125.45	.00	125.45
101-1060-423.83-06 TRANSPORTATION&EDUCATION / EDUCATION									
1629		09/20 AP		01/27/20	0394260	STATE LIBRARY OF IOWA VOID-CONF NOW VIRTUAL N/C		125.00	03/26/20
ACCOUNT TOTAL							.00	125.00	125.00-
101-1060-423.85-01 UTILITIES / UTILITIES									
1594		10/20 AP		03/05/20	0394345	CEDAR FALLS UTILITIES LIBRARY UTILITIES	5,407.84		03/27/20
ACCOUNT TOTAL							5,407.84	.00	5,407.84
101-1060-423.86-01 REPAIR & MAINTENANCE / REPAIR & MAINTENANCE									
1594		10/20 AP		03/16/20	0394362	STOREY KENWORTHY	36.70		03/27/20
LATEX FREE GLOVES									
1594		10/20 AP		03/16/20	0394362	STOREY KENWORTHY	6.84		03/27/20
LIQUID SOAP (X2)									
1609		10/20 AP		03/12/20	0394353	GORDON FLESCH COMPANY INC	789.96		03/27/20
COPIER CONTRACT 015-1483981-000									
1594		10/20 AP		03/09/20	0394349	CITY LAUNDERING CO.	28.00		03/27/20
LIBRARY MAT SERVICE									
1594		10/20 AP		03/04/20	0394348	CINTAS FIRST AID & SAFETY	82.96		03/27/20
FIRST AID SUPPLIES									
1490		09/20 AP		03/02/20	0004917	PROFESSIONAL SOLUTIONS	17.44		04/02/20
FEBRUARY CREDIT CARD FEES									
ACCOUNT TOTAL							961.90	.00	961.90
101-1060-423.89-22 MISCELLANEOUS SERVICES / YOUTH BOOKS									
1594		10/20 AP		03/10/20	0394342	BAKER & TAYLOR BOOKS	11.19		03/27/20
YOUTH BOOKS (MEM. MILLER)									
1594		10/20 AP		03/04/20	0394342	BAKER & TAYLOR BOOKS	109.99		03/27/20
YOUTH BOOKS (DONATION-MILLER)									
ACCOUNT TOTAL							121.18	.00	121.18
101-1060-423.89-33 MISCELLANEOUS SERVICES / FRIENDS SUPPORTED PROGRAM									
1615		10/20 AP		03/24/20	0394352	FRIENDS OF THE GRIMES PUBLIC FOTL:YOUTH-TIXKKEPER	225.00		03/27/20
SOFTWARE									

GROUP	PO	ACCTG	----TRANSACTION----						CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	BALANCE
									POST DT
FUND 101 GENERAL FUND									
101-1060-423.89-33 MISCELLANEOUS SERVICES / FRIENDS SUPPORTED PROGRAM						continued			
1594		10/20	AP	03/09/20	0394360	SCHOLASTIC, INC.	1,559.40		03/27/20
						FOTL:YOUTH-YOUTH BOOKS			
1594		10/20	AP	03/06/20	0394342	BAKER & TAYLOR BOOKS	92.48		03/27/20
						FOTL:YOUTH-YOUTH BOOKS			
1594		10/20	AP	03/05/20	0394362	STOREY KENWORTHY	26.40		03/27/20
						FOTL:ADULT-PRINGLES			
ACCOUNT TOTAL							1,903.28	.00	1,903.28
101-1060-423.89-34 MISCELLANEOUS SERVICES / ENDOWMENT SUPPORTED PROG.									
1622		10/20	AP	03/25/20	0394364	ZOOBEAN INC	1,695.00		03/27/20
						BEANSTACK SITE ACCESS			
						03/26/20-03/25/21			
1594		10/20	AP	03/13/20	0394355	MASMAR, MANDY SUE	20.00		03/27/20
						BERG 2 RMB COMM. CENTER			
						OUTREACH-LINE DANCING			
1594		10/20	AP	02/26/20	0394361	SPECKLED OWL, THE	340.00		03/27/20
						RAY 2 RMB LETTER WRITING			
						CARDMAKING CLASS			
ACCOUNT TOTAL							2,055.00	.00	2,055.00
101-1061-423.71-11 OFFICE SUPPLIES / TECHNICAL PROCESSING SUPP									
1594		10/20	AP	02/27/20	0394350	DEMCO, INC	223.86		03/27/20
						CD FLIPPER TRACK (X2)			
ACCOUNT TOTAL							223.86	.00	223.86
101-1061-423.81-91 PROFESSIONAL SERVICES / LICENSES & SERVICE CONTRT									
1609		10/20	AP	03/12/20	0394350	DEMCO, INC	1,810.00		03/27/20
						SECURITYGATE SUB 5/21/20-			
						5/20/21			
1594		10/20	AP	03/01/20	0394357	OCLC, INC.	729.27		03/27/20
						CATLG & METADTA MNTLY SUB			
1594		10/20	AP	02/01/20	0394357	OCLC, INC.	780.32		03/27/20
						CATLG & METADTA MNTLY SUB			
1594		10/20	AP	02/01/20	0394357	OCLC, INC.		51.05	03/27/20
						TAX REFUND CREDIT MEMO			
ACCOUNT TOTAL							3,319.59	51.05	3,268.54
101-1061-423.89-20 MISCELLANEOUS SERVICES / ADULT BOOKS									
1622		10/20	AP	03/23/20	0394342	BAKER & TAYLOR BOOKS	386.09		03/27/20
						ADULT BOOKS			
1609		10/20	AP	03/18/20	0394342	BAKER & TAYLOR BOOKS	274.47		03/27/20
						ADULT BOOKS			
1594		10/20	AP	03/14/20	0394342	BAKER & TAYLOR BOOKS	116.50		03/27/20
						ADULT BOOKS			
1594		10/20	AP	03/12/20	0394342	BAKER & TAYLOR BOOKS	233.22		03/27/20



GROUP	PO	ACCTG	-----TRANSACTION-----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT
FUND 101 GENERAL FUND									
101-1061-423.89-20 MISCELLANEOUS SERVICES / ADULT BOOKS						continued			
1594		10/20 AP	03/10/20	0394342	BAKER & TAYLOR BOOKS		252.97		03/27/20
		ADULT BOOKS							
1594		10/20 AP	03/06/20	0394342	BAKER & TAYLOR BOOKS		120.39		03/27/20
		ADULT BOOKS							
1594		10/20 AP	03/05/20	0394342	BAKER & TAYLOR BOOKS		347.88		03/27/20
		ADULT BOOKS							
1594		10/20 AP	03/04/20	0394342	BAKER & TAYLOR BOOKS		94.00		03/27/20
		ADULT BOOKS							
1594		10/20 AP	03/03/20	0394342	BAKER & TAYLOR BOOKS		171.58		03/27/20
		ADULT BOOKS							
1594		10/20 AP	02/28/20	0394342	BAKER & TAYLOR BOOKS		455.41		03/27/20
		ADULT BOOKS							
1594		10/20 AP	02/25/20	0394342	BAKER & TAYLOR BOOKS		204.96		03/27/20
		ADULT BOOKS							
ACCOUNT TOTAL							2,657.47	.00	2,657.47
101-1061-423.89-21 MISCELLANEOUS SERVICES / YOUNG ADULT BOOKS									
1622		10/20 AP	03/23/20	0394342	BAKER & TAYLOR BOOKS		380.52		03/27/20
		YOUNG ADULT BOOKS							
1609		10/20 AP	03/18/20	0394342	BAKER & TAYLOR BOOKS		10.63		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	03/14/20	0394342	BAKER & TAYLOR BOOKS		22.40		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	03/10/20	0394342	BAKER & TAYLOR BOOKS		22.18		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	03/06/20	0394342	BAKER & TAYLOR BOOKS		32.82		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	03/05/20	0394342	BAKER & TAYLOR BOOKS		43.20		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	03/03/20	0394342	BAKER & TAYLOR BOOKS		13.99		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	02/28/20	0394342	BAKER & TAYLOR BOOKS		24.62		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	02/28/20	0394342	BAKER & TAYLOR BOOKS		527.13		03/27/20
		YOUNG ADULT BOOKS							
1594		10/20 AP	02/25/20	0394342	BAKER & TAYLOR BOOKS		32.05		03/27/20
		YOUNG ADULT BOOKS							
ACCOUNT TOTAL							1,109.54	.00	1,109.54
101-1061-423.89-22 MISCELLANEOUS SERVICES / YOUTH BOOKS									
1622		10/20 AP	03/23/20	0394342	BAKER & TAYLOR BOOKS		73.01		03/27/20
		YOUTH BOOKS							
1609		10/20 AP	03/18/20	0394342	BAKER & TAYLOR BOOKS		83.52		03/27/20
		YOUTH BOOKS							

GROUP	PO	ACCTG	-----TRANSACTION-----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT
FUND 101 GENERAL FUND									
101-1061-423.89-22 MISCELLANEOUS SERVICES / YOUTH BOOKS						continued			
1594		10/20	AP	03/17/20	0394354	LIBRARY IDEAS, LLC	2,139.68		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/14/20	0394342	BAKER & TAYLOR BOOKS	125.06		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/12/20	0394342	BAKER & TAYLOR BOOKS	53.19		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/10/20	0394342	BAKER & TAYLOR BOOKS	39.50		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/10/20	0394342	BAKER & TAYLOR BOOKS	1,014.68		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/04/20	0394342	BAKER & TAYLOR BOOKS	20.43		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	03/03/20	0394342	BAKER & TAYLOR BOOKS	41.62		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	02/28/20	0394342	BAKER & TAYLOR BOOKS	94.01		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	02/27/20	0394342	BAKER & TAYLOR BOOKS	1,249.55		03/27/20
						YOUTH BOOKS			
1594		10/20	AP	02/25/20	0394342	BAKER & TAYLOR BOOKS	32.48		03/27/20
						YOUTH BOOKS			
ACCOUNT TOTAL							4,966.73	.00	4,966.73
101-1061-423.89-23 MISCELLANEOUS SERVICES / LARGE PRINT BOOKS									
1615		10/20	AP	03/19/20	0394346	CENGAGE LEARNING INC	24.79		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	03/14/20	0394342	BAKER & TAYLOR BOOKS	29.52		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	03/12/20	0394342	BAKER & TAYLOR BOOKS	34.76		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	03/04/20	0394346	CENGAGE LEARNING INC	90.37		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	03/03/20	0394342	BAKER & TAYLOR BOOKS	20.40		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	03/01/20	0394347	CENTER POINT LARGE PRINT	46.74		03/27/20
						LARGE PRINT BOOKS			
1594		10/20	AP	02/21/20	0394346	CENGAGE LEARNING INC	17.54		03/27/20
						LARGE PRINT BOOKS			
ACCOUNT TOTAL							264.12	.00	264.12
101-1061-423.89-24 MISCELLANEOUS SERVICES / ADULT AUDIO									
1622		10/20	AP	03/23/20	0394342	BAKER & TAYLOR BOOKS	30.79		03/27/20
						ADULT CD BOOKS			
1609		10/20	AP	03/18/20	0394342	BAKER & TAYLOR BOOKS	52.21		03/27/20
						ADULT CD BOOKS			
1594		10/20	AP	03/12/20	0394342	BAKER & TAYLOR BOOKS	82.83		03/27/20

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 101 GENERAL FUND									
101-1061-423.89-24 MISCELLANEOUS SERVICES / ADULT AUDIO						continued			
1594						ADULT CD BOOKS 10/20 AP 03/12/20 0394351 FINDAWAY WORLD LLC	183.72		03/27/20
1594						ADULT PLAYAWAYS 10/20 AP 03/11/20 0394343 BAKER & TAYLOR ENTERTAINMENT	9.54		03/27/20
1594						ADULT CD MUSIC 10/20 AP 03/06/20 0394342 BAKER & TAYLOR BOOKS	19.25		03/27/20
1594						ADULT CD BOOKS 10/20 AP 03/04/20 0394343 BAKER & TAYLOR ENTERTAINMENT	11.01		03/27/20
1594						ADULT CD MUSIC 10/20 AP 03/02/20 0394343 BAKER & TAYLOR ENTERTAINMENT	8.81		03/27/20
1594						ADULT CD MUSIC 10/20 AP 02/28/20 0394343 BAKER & TAYLOR ENTERTAINMENT	123.33		03/27/20
1594						ADULT CD MUSIC 10/20 AP 02/25/20 0394342 BAKER & TAYLOR BOOKS	46.01		03/27/20
ACCOUNT TOTAL							567.50	.00	567.50
101-1061-423.89-25 MISCELLANEOUS SERVICES / ADULT VIDEO									
1594						10/20 AP 03/17/20 0394343 BAKER & TAYLOR ENTERTAINMENT	148.55		03/27/20
1594						ADULT VIDEOS 10/20 AP 03/11/20 0394343 BAKER & TAYLOR ENTERTAINMENT	14.49		03/27/20
1594						ADULT VIDEOS 10/20 AP 03/10/20 0394343 BAKER & TAYLOR ENTERTAINMENT	253.64		03/27/20
1594						ADULT VIDEOS 10/20 AP 03/07/20 0394343 BAKER & TAYLOR ENTERTAINMENT	143.44		03/27/20
1594						ADULT VIDEOS 10/20 AP 03/03/20 0394343 BAKER & TAYLOR ENTERTAINMENT	341.88		03/27/20
1594						ADULT VIDEOS 10/20 AP 02/28/20 0394343 BAKER & TAYLOR ENTERTAINMENT	64.44		03/27/20
1594						ADULT VIDEOS 10/20 AP 02/25/20 0394343 BAKER & TAYLOR ENTERTAINMENT	89.13		03/27/20
1594						ADULT VIDEOS 10/20 AP 02/24/20 0394343 BAKER & TAYLOR ENTERTAINMENT	21.74		03/27/20
ACCOUNT TOTAL							1,077.31	.00	1,077.31
101-1061-423.89-26 MISCELLANEOUS SERVICES / NON-PRINT RESOURCES									
1609						10/20 AP 03/18/20 0394359 RECORDED BOOKS, LLC.	66.99		03/27/20
1609						YOUNG ADULT VIDEO GAMES 10/20 AP 03/18/20 0394359 RECORDED BOOKS, LLC.	126.98		03/27/20
1594						ADULT VIDEO GAMES 10/20 AP 03/13/20 0394359 RECORDED BOOKS, LLC.	180.97		03/27/20
1594						YOUNG ADULT VIDEO GAMES 10/20 AP 03/13/20 0394359 RECORDED BOOKS, LLC.	66.99		03/27/20

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 101 GENERAL FUND									
101-1061-423.89-26 MISCELLANEOUS SERVICES / NON-PRINT RESOURCES						continued			
1594		10/20	AP	03/11/20	0394359	RECORDED BOOKS, LLC.	66.99		03/27/20
						YOUNG ADULT VIDEO GAMES			
1594		10/20	AP	03/11/20	0394359	RECORDED BOOKS, LLC.	66.99		03/27/20
						ADULT VIDEO GAMES			
1594		10/20	AP	03/09/20	0394359	RECORDED BOOKS, LLC.	36.99		03/27/20
						YOUNG ADULT VIDEO GAMES			
1594		10/20	AP	03/04/20	0394359	RECORDED BOOKS, LLC.	66.99		03/27/20
						YOUNG ADULT VIDEO GAMES			
1594		10/20	AP	02/26/20	0394359	RECORDED BOOKS, LLC.	36.99		03/27/20
						YOUNG ADULT VIDEO GAMES			
ACCOUNT TOTAL							716.88	.00	716.88
101-1061-423.89-35 MISCELLANEOUS SERVICES / YOUTH AUDIO									
1594		10/20	AP	03/13/20	0394356	MIDWEST TAPE, LLC	12.74		03/27/20
						YOUTH CD MUSIC			
1594		10/20	AP	03/12/20	0394342	BAKER & TAYLOR BOOKS	27.49		03/27/20
						YOUTH CD BOOKS			
1594		10/20	AP	03/10/20	0394342	BAKER & TAYLOR BOOKS	50.00		03/27/20
						YOUTH CD BOOKS			
1594		10/20	AP	03/10/20	0394342	BAKER & TAYLOR BOOKS	21.99		03/27/20
						YOUTH CD BOOKS			
1594		10/20	AP	03/04/20	0394343	BAKER & TAYLOR ENTERTAINMENT	10.28		03/27/20
						YOUTH CD MUSIC			
1594		10/20	AP	02/27/20	0394342	BAKER & TAYLOR BOOKS	30.25		03/27/20
						YOUTH CD BOOKS			
1594		10/20	AP	02/25/20	0394342	BAKER & TAYLOR BOOKS	12.64		03/27/20
						YOUTH CD BOOKS			
ACCOUNT TOTAL							165.39	.00	165.39
101-1061-423.89-36 MISCELLANEOUS SERVICES / YOUTH VIDEO									
1594		10/20	AP	03/16/20	0394351	FINDAWAY WORLD LLC	712.45		03/27/20
						YOUTH PLAYAWAY LAUNCHPADS			
1594		10/20	AP	03/11/20	0394343	BAKER & TAYLOR ENTERTAINMENT	65.22		03/27/20
						YOUTH VIDEOS			
1594		10/20	AP	02/25/20	0394343	BAKER & TAYLOR ENTERTAINMENT	27.53		03/27/20
						YOUTH VIDEOS			
ACCOUNT TOTAL							805.20	.00	805.20
101-1061-423.89-37 MISCELLANEOUS SERVICES / YOUNG ADULT AUDIO									
1622		10/20	AP	03/23/20	0394342	BAKER & TAYLOR BOOKS	57.73		03/27/20
						YOUNG ADULT CD BOOKS			
1594		10/20	AP	03/10/20	0394342	BAKER & TAYLOR BOOKS	16.49		03/27/20
						YOUNG ADULT CD BOOKS			

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-1061-423.89-37 MISCELLANEOUS SERVICES / YOUNG ADULT AUDIO						continued				
1594		10/20 AP		03/03/20	0394342	BAKER & TAYLOR BOOKS	13.74			03/27/20
						YOUNG ADULT CD BOOKS				
1594		10/20 AP		02/28/20	0394342	BAKER & TAYLOR BOOKS	27.49			03/27/20
						YOUNG ADULT CD BOOKS				
1594		10/20 AP		02/28/20	0394342	BAKER & TAYLOR BOOKS	64.32			03/27/20
						YOUNG ADULT CD BOOKS				
						ACCOUNT TOTAL	179.77	.00		179.77
101-1061-423.89-38 MISCELLANEOUS SERVICES / YOUNG ADULT VIDEO										
1594		10/20 AP		03/17/20	0394343	BAKER & TAYLOR ENTERTAINMENT	21.74			03/27/20
						YOUNG ADULT VIDEOS				
						ACCOUNT TOTAL	21.74	.00		21.74
101-1061-423.89-42 MISCELLANEOUS SERVICES / ADULT E-MATERIALS										
1622		10/20 AP		03/23/20	0394358	OVERDRIVE, INC.	535.41			03/27/20
						ADULT E-BOOKS				
1594		10/20 AP		03/10/20	0394358	OVERDRIVE, INC.	303.42			03/27/20
						ADULT E-BOOKS				
1594		10/20 AP		03/03/20	0394358	OVERDRIVE, INC.	89.95			03/27/20
						ADULT E-BOOKS				
1594		10/20 AP		02/29/20	0394358	OVERDRIVE, INC.	95.00			03/27/20
						ADULT E-BOOKS				
1594		10/20 AP		02/24/20	0394358	OVERDRIVE, INC.	415.48			03/27/20
						ADULT E-BOOKS				
						ACCOUNT TOTAL	1,439.26	.00		1,439.26
101-1061-423.89-44 MISCELLANEOUS SERVICES / YOUNG ADULT E-MATERIALS										
1615		10/20 AP		03/19/20	0394358	OVERDRIVE, INC.	676.01			03/27/20
						YOUNG ADULT E-BOOKS				
1594		10/20 AP		03/14/20	0394358	OVERDRIVE, INC.	155.97			03/27/20
						YOUNG ADULT E-BOOKS				
1594		10/20 AP		02/26/20	0394358	OVERDRIVE, INC.	342.46			03/27/20
						YOUNG ADULT E-BOOKS				
						ACCOUNT TOTAL	1,174.44	.00		1,174.44
101-1061-423.89-46 MISCELLANEOUS SERVICES / YOUTH E-MATERIALS										
1615		10/20 AP		03/19/20	0394358	OVERDRIVE, INC.	1,021.38			03/27/20
						YOUTH E-BOOKS				
1609		10/20 AP		03/18/20	0394358	OVERDRIVE, INC.	1,229.78			03/27/20
						YOUTH E-BOOKS				
1594		10/20 AP		03/10/20	0394358	OVERDRIVE, INC.	745.83			03/27/20

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-1061-423.89-46 MISCELLANEOUS SERVICES / YOUTH E-MATERIALS						continued				
YOUTH E-BOOKS										
ACCOUNT TOTAL							2,996.99	.00	2,996.99	
101-1061-423.93-01 EQUIPMENT / EQUIPMENT										
1594		10/20 AP		02/27/20	0394344	CDW GOVERNMENT, INC. ZEBRA GX430 TT LABEL	625.97			03/27/20
ACCOUNT TOTAL							625.97	.00	625.97	
101-1199-421.31-10 HUMAN DEVELOPMENT GRANTS / GRANTS - CULTURAL SERVICE										
1600		09/20 AP		02/17/20	0394198	CMRS-POC		4.10		03/20/20
						ACCOUNT CORRECTION				
1600		09/20 AP		01/08/20	0394026	CMRS-POC		16.45		03/20/20
						ACCOUNT CORRECTION				
1600		09/20 AP		11/03/19	0393718	CMRS-POC		44.30		03/20/20
						ACCOUNT CORRECTION				
1600		09/20 AP		08/13/19	0393360	CMRS-POC		46.60		03/20/20
						ACCOUNT CORRECTION				
ACCOUNT TOTAL							.00	111.45	111.45	
101-1199-421.31-11 HUMAN DEVELOPMENT GRANTS / CULTURAL-VNDR COMMISSIONS										
1656		09/20 AP		03/06/20	0394332	FRIENDS OF THE HEARST	15.90			03/31/20
						JOHN PAGE CARDS SOLD				
1656		09/20 AP		02/22/20	0394333	KERNS, JAMES	16.80			03/31/20
						RMB: CERAMICS SOLD				
1656		09/20 AP		01/30/20	0394333	KERNS, JAMES	11.34			03/31/20
						RMB: CERAMIC MUG SOLD				
ACCOUNT TOTAL							44.04	.00	44.04	
101-1199-441.81-03 PROFESSIONAL SERVICES / RECORDING FEES										
1621		09/20 AP		03/23/20	0394316	BLACK HAWK CO.RECORDER	7.00			03/25/20
						RCD:LIEN RELEASE				
1621		09/20 AP		03/19/20	0394315	BLACK HAWK CO.RECORDER	41.00			03/25/20
						RCD:LAND SURV.CORNER CERT				
ACCOUNT TOTAL							48.00	.00	48.00	
101-1199-441.89-13 MISCELLANEOUS SERVICES / CONTINGENCY										
1490		09/20 AP		03/02/20	0004913	PROFESSIONAL SOLUTIONS	167.62			04/02/20
						FEBRUARY CREDIT CARD FEES				
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	52.63			03/25/20

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									POST DT ----
FUND 101 GENERAL FUND									
101-1199-441.89-13 MISCELLANEOUS SERVICES / CONTINGENCY						continued			
UTILITIES THRU 03/01/20									
ACCOUNT TOTAL							220.25	.00	220.25
101-2203-423.88-17 OUTSIDE AGENCIES / CEDAR FALLS BAND									
1621		09/20 AP	03/19/20	0394318		CEDAR FALLS MUNICIPAL BAND	737.06		03/25/20
PROPERTY TAX PAYMENT									
1591		09/20 AP	03/18/20	0394296		CEDAR FALLS MUNICIPAL BAND	167.77		03/19/20
PROPERTY TAX PAYMENT									
1633		09/20 AP	03/18/20	0394296		CEDAR FALLS MUNICIPAL BAND		167.77	03/26/20
DATE CORRECTION									
1633		09/20 AP	02/11/20	0394296		CEDAR FALLS MUNICIPAL BAND	167.77		03/26/20
PROPERTY TAX PAYMENT									
ACCOUNT TOTAL							1,072.60	167.77	904.83
101-2235-412.89-15 MISCELLANEOUS SERVICES / CREDIT CARD CHARGES									
1490		09/20 AP	03/02/20	0004920		PROFESSIONAL SOLUTIONS	440.79		04/02/20
FEBRUARY CREDIT CARD FEES									
1490		09/20 AP	03/02/20	0004921		PROFESSIONAL SOLUTIONS	339.52		04/02/20
FEBRUARY CREDIT CARD FEES									
ACCOUNT TOTAL							780.31	.00	780.31
101-2253-423.85-01 UTILITIES / UTILITIES									
1621		09/20 AP	03/01/20	0394319		CEDAR FALLS UTILITIES	4,150.43		03/25/20
UTILITIES THRU 03/01/20									
ACCOUNT TOTAL							4,150.43	.00	4,150.43
101-2253-423.85-05 UTILITIES / POOL UTILITIES									
1621		09/20 AP	03/01/20	0394319		CEDAR FALLS UTILITIES	715.09		03/25/20
UTILITIES THRU 03/01/20									
ACCOUNT TOTAL							715.09	.00	715.09
101-2253-423.89-04 MISCELLANEOUS SERVICES / SALES TAX									
1490		09/20 AP	03/20/20	0004908		IOWA DEPT.OF REVENUE	1,176.07		04/02/20
SEMI MONTHLY SALES TAX									
1490		09/20 AP	03/10/20	0004906		IOWA DEPT.OF REVENUE	1,650.49		04/02/20
SEMI MONTHLY SALES TAX									
ACCOUNT TOTAL							2,826.56	.00	2,826.56





GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-2280-423.72-99						OPERATING SUPPLIES / POSTAGE				
1600		09/20 AP		02/17/20	0394198	CMRS-POC	4.10			03/20/20
						POC#8031880-REPL. POSTAGE				
				01/09/20-02/17/20						
1656		09/20 AP		02/04/20	0394338	PETTY CASH	1.24			03/31/20
						RMB:POSTAGE DUE				
1600		09/20 AP		01/08/20	0394026	CMRS-POC	16.45			03/20/20
						POC#8031880-REPL. POSTAGE				
				11/04/19-01/08/20						
1600		09/20 AP		11/03/19	0393718	CMRS-POC	44.30			03/20/20
						POC#8031880-REPL. POSTAGE				
				8/14/19-11/3/19						
1600		09/20 AP		08/13/19	0393360	CMRS-POC	46.60			03/20/20
						POC#8031880-REPL. POSTAGE				
				6/5/19-8/13/19						
						ACCOUNT TOTAL	112.69	.00		112.69
101-2280-423.85-01 UTILITIES / UTILITIES										
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	883.62			03/25/20
						UTILITIES THRU 03/01/20				
						ACCOUNT TOTAL	883.62	.00		883.62
101-2280-423.89-14 MISCELLANEOUS SERVICES / REFUNDS										
1677		10/20 AP		03/30/20	0394368	ASHLEY RASMUSSEN	140.00			04/02/20
						REFUND-ROOM RENTAL				
						CITY BUILDINGS CLOSED				
1656		09/20 AP		03/25/20	0394339	SHIRLEY HUFFMAN	332.50			03/31/20
						REFUND-RENTAL DEPOSIT				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394370	DANICA HOLM	70.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394365	ABBY WALDSCHMITT	140.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394380	MARTA CALLIES	160.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394367	ASHLEY COOK	129.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394381	MINDY LAWSON	70.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394376	JULIE KROEGER	140.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394379	LEXI CEAGLSKE	70.00			04/02/20
						REFUND-CAMP CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394369	BONNIE POTTER	73.00			04/02/20
						REF.-ART CLASS CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394377	KERRI MENNENGA	38.00			04/02/20
						REF.-ART CLASS CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394371	DEANNA GRAAS	18.00			04/02/20
						REF.-ART CLASS CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394378	KIM MILLER	40.00			04/02/20
						REF.-ART CLASS CANCELLED				
						CITY BUILDINGS CLOSED				
1677		10/20 AP		03/17/20	0394372	DEBI SCHMIDT	20.00			04/02/20

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FUND 101 GENERAL FUND										
101-2280-423.89-14 MISCELLANEOUS SERVICES / REFUNDS										
REF.-ART CLASS CANCELLED CITY BUILDINGS CLOSED										
ACCOUNT TOTAL							1,440.50	.00	1,440.50	
101-2280-423.89-15 MISCELLANEOUS SERVICES / CREDIT CARD CHARGES										
1490		09/20 AP		03/04/20	0004894	COMMUNITY BANKERS MERCHANT SV	252.83			04/02/20
FEBRUARY CREDIT CARD FEES										
1490		09/20 AP		03/02/20	0004918	PROFESSIONAL SOLUTIONS	103.83			04/02/20
FEBRUARY CREDIT CARD FEES										
ACCOUNT TOTAL							356.66	.00	356.66	
101-4511-414.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT										
1490		09/20 AP		03/20/20	0004890	ADVANTAGE ADMIN-SECT.105	15.48			04/02/20
HEALTH INS. REIMBURSEMENT										
1490		09/20 AP		03/20/20	0004890	ADVANTAGE ADMIN-SECT.105	500.00			04/02/20
HEALTH INS. REIMBURSEMENT										
1490		09/20 AP		03/06/20	0004888	ADVANTAGE ADMIN-SECT.105	117.90			04/02/20
HEALTH INS. REIMBURSEMENT										
1490		09/20 AP		03/06/20	0004888	ADVANTAGE ADMIN-SECT.105	.62			04/02/20
HEALTH INS. REIMBURSEMENT										
ACCOUNT TOTAL							634.00	.00	634.00	
101-4511-414.73-10 OTHER SUPPLIES / HEADQUARTER SUPPLIES										
1621		09/20 AP		03/10/20	0394312	BALTES, THOMAS	13.50			03/25/20
RMB:CHAUFFER'S PERMIT										
ACCOUNT TOTAL							13.50	.00	13.50	
101-4511-414.83-06 TRANSPORTATION&EDUCATION / EDUCATION										
1621		09/20 AP		03/17/20	0394323	HAWKEYE COMMUNITY COLLEGE	197.99			03/25/20
EMT CSE.SUPPL.-B.HELGESON 01/13/20-05/13/20										
ACCOUNT TOTAL							197.99	.00	197.99	
101-4511-414.85-01 UTILITIES / UTILITIES										
1556		09/20 AP		02/15/20	0394288	CEDAR FALLS UTILITIES	3,929.18			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							3,929.18	.00	3,929.18	
101-4511-414.89-14 MISCELLANEOUS SERVICES / REFUNDS										

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									POST DT
FUND 101 GENERAL FUND									
101-4511-414.89-14 MISCELLANEOUS SERVICES / REFUNDS						continued			
1636		09/20	AP	03/27/20	0394329	HAYES MICHAELSEN	125.00		03/27/20
						REF:RENT.PERM.-2118 FAIRV 2118 FAIRVIEW-NO RENTAL			
ACCOUNT TOTAL							125.00	.00	125.00
101-5521-415.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT									
1490		09/20	AP	03/20/20	0004890	ADVANTAGE ADMIN-SECT.105	34.92		04/02/20
						HEALTH INS. REIMBURSEMENT			
1490		09/20	AP	03/13/20	0004889	ADVANTAGE ADMIN-SECT.105	54.45		04/02/20
						HEALTH INS. REIMBURSEMENT			
1490		09/20	AP	03/13/20	0004889	ADVANTAGE ADMIN-SECT.105	100.00		04/02/20
						HEALTH INS. REIMBURSEMENT			
1490		09/20	AP	03/06/20	0004888	ADVANTAGE ADMIN-SECT.105	60.00		04/02/20
						HEALTH INS. REIMBURSEMENT			
ACCOUNT TOTAL							249.37	.00	249.37
101-5521-415.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES									
1490		09/20	AP	03/02/20	0004926	PROFESSIONAL SOLUTIONS	18.00		04/02/20
						FEBRUARY CREDIT CARD FEES			
1621		09/20	AP	03/01/20	0394319	CEDAR FALLS UTILITIES	132.68		03/25/20
						UTILITIES THRU 03/01/20			
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	33.43		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							184.11	.00	184.11
101-5521-415.83-05 TRANSPORTATION&EDUCATION / TRAVEL (FOOD/MILEAGE/LOD)									
1621		09/20	AP	03/24/20	0394326	SCHULTZEN, ETHAN	223.00		03/25/20
						RMB:MEALS-APRIL-ILEA ACADEMY PER DIEM			
1621		09/20	AP	03/24/20	0394306	ADELMUND, TRYSTON	223.00		03/25/20
						RMB:MEALS-APRIL-ILEA ACADEMY PER DIEM			
ACCOUNT TOTAL							446.00	.00	446.00
101-5521-415.85-01 UTILITIES / UTILITIES									
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	2,235.97		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							2,235.97	.00	2,235.97
101-5521-415.86-05 REPAIR & MAINTENANCE / EQUIPMENT REPAIRS									
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	120.35		03/13/20
						UTILITIES THRU 02/15/20			

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FUND 101 GENERAL FUND										
101-5521-415.86-05 REPAIR & MAINTENANCE / EQUIPMENT REPAIRS						continued				
ACCOUNT TOTAL							120.35	.00	120.35	
101-5521-415.89-40 MISCELLANEOUS SERVICES / UNIFORM ALLOWANCE										
1591		09/20 AP		03/14/20	0394302	MERCADO, JAVIER	74.37			03/19/20
RMB:UNIFORM ALLOWANCE										
1591		09/20 AP		03/01/20	0394304	SCHREIBER, KURT	143.59			03/19/20
RMB:UNIFORM ALLOWANCE										
1591		09/20 AP		02/14/20	0394301	HERNANDEZ, KEVIN	249.38			03/19/20
RMB:UNIFORM ALLOWANCE										
ACCOUNT TOTAL							467.34	.00	467.34	
101-6613-433.81-03 PROFESSIONAL SERVICES / RECORDING FEES										
1490		09/20 AP		03/27/20	0004910	IOWA INSURANCE DIVISION	131.00			04/02/20
YR.FEE-GREENWOOD CEMETERY										
1490		09/20 AP		03/27/20	0004911	IOWA INSURANCE DIVISION	81.00			04/02/20
YR.FEE-HILLSIDE CEMETERY										
1490		09/20 AP		03/27/20	0004912	IOWA INSURANCE DIVISION	166.00			04/02/20
YR.FEE-FAIRVIEW CEMETERY										
ACCOUNT TOTAL							378.00	.00	378.00	
101-6613-433.85-01 UTILITIES / UTILITIES										
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	431.89			03/25/20
UTILITIES THRU 03/01/20										
1556		09/20 AP		02/15/20	0394288	CEDAR FALLS UTILITIES	285.15			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							717.04	.00	717.04	
101-6616-446.85-01 UTILITIES / UTILITIES										
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	11,348.06			03/25/20
UTILITIES THRU 03/01/20										
1556		09/20 AP		02/15/20	0394288	CEDAR FALLS UTILITIES	1,891.07			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							13,239.13	.00	13,239.13	
101-6623-423.85-01 UTILITIES / UTILITIES										
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	56.84			03/25/20
UTILITIES THRU 03/01/20										
1556		09/20 AP		02/15/20	0394288	CEDAR FALLS UTILITIES	40.40			03/13/20
UTILITIES THRU 02/15/20										

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FUND 101 GENERAL FUND									
101-6623-423.85-01 UTILITIES / UTILITIES						continued			
ACCOUNT TOTAL							97.24	.00	97.24
101-6625-432.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT									
1490		09/20 AP		03/20/20	0004890	ADVANTAGE ADMIN-SECT.105	16.80		04/02/20
HEALTH INS. REIMBURSEMENT									
ACCOUNT TOTAL							16.80	.00	16.80
101-6625-432.81-44 PROFESSIONAL SERVICES / USGS RIVER GAUGE									
1591		09/20 AP		03/01/20	0394298	CENTURYLINK	55.16		03/19/20
CEDAR RIVER GAUGE-FEB'20									
ACCOUNT TOTAL							55.16	.00	55.16
101-6633-423.85-01 UTILITIES / UTILITIES									
1621		09/20 AP		03/01/20	0394319	CEDAR FALLS UTILITIES	1,224.05		03/25/20
UTILITIES THRU 03/01/20									
1556		09/20 AP		02/15/20	0394288	CEDAR FALLS UTILITIES	1,223.42		03/13/20
UTILITIES THRU 02/15/20									
ACCOUNT TOTAL							2,447.47	.00	2,447.47
FUND TOTAL							73,488.86	473.27	73,015.59
FUND 203 TAX INCREMENT FINANCING									
203-0000-487.50-05 TRANSFERS OUT / TRANSFERS - TIF									
1621		09/20 AP		03/19/20	0394321	DEBT SERVICE	96,369.70		03/25/20
PROPERTY TAX PAYMENT									
1621		09/20 AP		03/19/20	0394317	CAPITAL PROJECTS FUND	698.92		03/25/20
PROPERTY TAX PAYMENT									
1591		09/20 AP		03/18/20	0394295	CAPITAL PROJECTS FUND	3,031.14		03/19/20
PROPERTY TAX PAYMENT									
1591		09/20 AP		03/18/20	0394299	DEBT SERVICE	6,238.78		03/19/20
PROPERTY TAX PAYMENT									
1633		09/20 AP		03/18/20	0394299	DEBT SERVICE		6,238.78	03/26/20
DATE CORRECTION									
PROPERTY TAX PAYMENT									
1633		09/20 AP		03/18/20	0394295	CAPITAL PROJECTS FUND		3,031.14	03/26/20
DATE CORRECTION									
PROPERTY TAX PAYMENT									
1633		09/20 AP		02/11/20	0394299	DEBT SERVICE	6,238.78		03/26/20
PROPERTY TAX PAYMENT									
1633		09/20 AP		02/11/20	0394295	CAPITAL PROJECTS FUND	3,031.14		03/26/20
PROPERTY TAX PAYMENT									
ACCOUNT TOTAL							115,608.46	9,269.92	106,338.54

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									POST DT ----
FUND 203 TAX INCREMENT FINANCING									
FUND TOTAL							115,608.46	9,269.92	106,338.54
FUND 206 STREET CONSTRUCTION FUND									
206-6637-436.72-56 OPERATING SUPPLIES / FLOOD CONTROL									
1621		09/20	AP	03/01/20	0394319	CEDAR FALLS UTILITIES	112.21		03/25/20
UTILITIES THRU 03/01/20									
ACCOUNT TOTAL							112.21	.00	112.21
206-6637-436.85-01 UTILITIES / UTILITIES									
1621		09/20	AP	03/01/20	0394319	CEDAR FALLS UTILITIES	181.14		03/25/20
UTILITIES THRU 03/01/20									
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	3,775.10		03/13/20
UTILITIES THRU 02/15/20									
ACCOUNT TOTAL							3,956.24	.00	3,956.24
206-6647-436.85-01 UTILITIES / UTILITIES									
1621		09/20	AP	03/01/20	0394319	CEDAR FALLS UTILITIES	540.73		03/25/20
UTILITIES THRU 03/01/20									
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	2,220.87		03/13/20
UTILITIES THRU 02/15/20									
ACCOUNT TOTAL							2,761.60	.00	2,761.60
FUND TOTAL							6,830.05	.00	6,830.05
FUND 215 HOSPITAL FUND									
FUND 216 POLICE BLOCK GRANT FUND									
FUND 217 SECTION 8 HOUSING FUND									
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED									
1660		10/20	AP	04/01/20	0036582	BAUCH, JAMES C	702.00		03/31/20
HAP_Prior D 042020									
1660		10/20	AP	04/01/20	0036582	BAUCH, JAMES C	382.00		03/31/20
HAP_Cochran C 042020									
1660		10/20	AP	04/01/20	0036636	SMITH, LOUIS R.	568.00		03/31/20
HAP_Cody I 042020									
1660		10/20	AP	04/01/20	0036623	METROPOLITAN COUNCIL - HRA	447.00		03/31/20
HAP_McCalister R 042020									
1660		10/20	AP	04/01/20	0036633	RINNELS, DOUGLAS G.	256.00		03/31/20
HAP_Woock J 042020									
1660		10/20	AP	04/01/20	0036633	RINNELS, DOUGLAS G.	247.00		03/31/20
HAP_Wierck L 042020									
1660		10/20	AP	04/01/20	0036646	WEVERINK, TOM	501.00		03/31/20
HAP_Stewart J 042020									

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									POST DT ----
FUND 217 SECTION 8 HOUSING FUND									
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED							continued		
1660		10/20	AP	04/01/20	0036646	WEVERINK, TOM	1,150.00		03/31/20
						HAP_Archer A 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	216.00		03/31/20
						HAP_Stevens B 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	397.00		03/31/20
						HAP_Graves D 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	410.00		03/31/20
						HAP_Weaver J 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	437.00		03/31/20
						HAP_Bakel P 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	364.00		03/31/20
						HAP_Himes G 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	328.00		03/31/20
						HAP_Dawson S 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	399.00		03/31/20
						HAP_Halterman A 042020			
1660		10/20	AP	04/01/20	0036626	OLSON & ESTATES LLC	385.00		03/31/20
						HAP_Hepker D 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	410.00		03/31/20
						HAP_Nissen A 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	431.00		03/31/20
						HAP_Myers J 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	358.00		03/31/20
						HAP_Poldberg J 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	437.00		03/31/20
						HAP_Holmes C 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	436.00		03/31/20
						HAP_Blake M 042020			
1660		10/20	AP	04/01/20	0036598	EXCEPTIONAL PERSONS, INC.	425.00		03/31/20
						HAP_Easterling R 042020			
1660		10/20	AP	04/01/20	0036605	GOLD FALLS VILLA	423.00		03/31/20
						HAP_Jenkins D 042020			
1660		10/20	AP	04/01/20	0036605	GOLD FALLS VILLA	462.00		03/31/20
						HAP_Shuman J 042020			
1660		10/20	AP	04/01/20	0036600	FORTSCH, ALEX E.	1,000.00		03/31/20
						HAP_Guzzle T 042020			
1660		10/20	AP	04/01/20	0036645	WEVERINK, RANDY	710.00		03/31/20
						HAP_Janssen M 042020			
1660		10/20	AP	04/01/20	0036602	GEELAN, JOSEPH N.	398.00		03/31/20
						HAP_Juhl A 042020			
1660		10/20	AP	04/01/20	0036602	GEELAN, JOSEPH N.	166.00		03/31/20
						HAP_Becker T 042020			
1660		10/20	AP	04/01/20	0036602	GEELAN, JOSEPH N.	467.00		03/31/20
						HAP_Davis K 042020			
1660		10/20	AP	04/01/20	0036587	CLARK ENTERPRISES LLC	215.00		03/31/20
						HAP_Hord B 042020			
1660		10/20	AP	04/01/20	0036587	CLARK ENTERPRISES LLC	281.00		03/31/20
						HAP_Cook A 042020			
1660		10/20	AP	04/01/20	0036587	CLARK ENTERPRISES LLC	191.00		03/31/20

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FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED										
continued										
						HAP_Bachman K 042020				
1660		AP		10/20	04/01/20 0036587	CLARK ENTERPRISES LLC	219.00			03/31/20
						HAP_Groskurth D 042020				
1660		AP		10/20	04/01/20 0036587	CLARK ENTERPRISES LLC	520.00			03/31/20
						HAP_Galvez Munguia 042020				
1660		AP		10/20	04/01/20 0036587	CLARK ENTERPRISES LLC	261.00			03/31/20
						HAP_Taylor T 042020				
1660		AP		10/20	04/01/20 0036587	CLARK ENTERPRISES LLC	144.00			03/31/20
						HAP_Grage K 042020				
1660		AP		10/20	04/01/20 0036606	GRAY, LEROY L. OR CAROLYN K.	650.00			03/31/20
						HAP_Jenkins D 042020				
1660		AP		10/20	04/01/20 0036580	BARTELT PROPERTIES L.C.	705.00			03/31/20
						HAP_Woodward C 042020				
1660		AP		10/20	04/01/20 0036580	BARTELT PROPERTIES L.C.	1,100.00			03/31/20
						HAP_Avino G 042020				
1660		AP		10/20	04/01/20 0036580	BARTELT PROPERTIES L.C.	71.00			03/31/20
						HAP_Cobb R 042020				
1660		AP		10/20	04/01/20 0036580	BARTELT PROPERTIES L.C.	437.00			03/31/20
						HAP_Gebremedhin A 042020				
1660		AP		10/20	04/01/20 0036594	EDGE MANAGEMENT GROUP, LLC	1,038.00			03/31/20
						HAP_Gibson T 042020				
1660		AP		10/20	04/01/20 0036594	EDGE MANAGEMENT GROUP, LLC	674.00			03/31/20
						HAP_Young C 042020				
1660		AP		10/20	04/01/20 0036612	J C ENTERPRISES, INC.	418.00			03/31/20
						HAP_Abben B 042020				
1660		AP		10/20	04/01/20 0036588	COOK CO.HOUSING AUTHORITY	319.00			03/31/20
						HAP_Goldstein K 042020				
1660		AP		10/20	04/01/20 0036632	PURDY PROPERTIES, LLC	950.00			03/31/20
						HAP_Cummings A 042020				
1660		AP		10/20	04/01/20 0036632	PURDY PROPERTIES, LLC	720.00			03/31/20
						HAP_Schmidt D 042020				
1660		AP		10/20	04/01/20 0036632	PURDY PROPERTIES, LLC	791.00			03/31/20
						HAP_Leiss L 042020				
1660		AP		10/20	04/01/20 0036592	D & J PROPERTIES	507.00			03/31/20
						HAP_Grant F 042020				
1660		AP		10/20	04/01/20 0036592	D & J PROPERTIES	415.00			03/31/20
						HAP_Greene L 042020				
1660		AP		10/20	04/01/20 0036592	D & J PROPERTIES	304.00			03/31/20
						HAP_Bell M 042020				
1660		AP		10/20	04/01/20 0036592	D & J PROPERTIES	900.00			03/31/20
						HAP_Dawson K 042020				
1660		AP		10/20	04/01/20 0036592	D & J PROPERTIES	876.00			03/31/20
						HAP_Terry M 042020				
1660		AP		10/20	04/01/20 0036596	EMAAD, LLC	600.00			03/31/20
						HAP_Delauney C 042020				
1660		AP		10/20	04/01/20 0036591	CV PROPERTIES, LLC	308.00			03/31/20
						HAP_Barr G 042020				
1660		AP		10/20	04/01/20 0036638	STANDARD FAMILY ASSIST.LIVING	162.00			03/31/20
						HAP_REFSHAUGE T 042020				



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FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED						continued				
1660		10/20	AP	04/01/20	0036584	CEDAR APARTMENTS LLC	532.00			03/31/20
		HAP_Becerra C 042020								
1660		10/20	AP	04/01/20	0036609	HAUS TO HOME INVESTMENTS	569.00			03/31/20
		HAP_Lehr B 042020								
1660		10/20	AP	04/01/20	0036618	KYLER, DEBRA K.	403.00			03/31/20
		HAP_Mussman C 042020								
1660		10/20	AP	04/01/20	0036635	SCHUERMAN PROPERTIES, LLC	814.00			03/31/20
		HAP_Mulanax W 042020								
1660		10/20	AP	04/01/20	0036635	SCHUERMAN PROPERTIES, LLC	895.00			03/31/20
		HAP_Boehmer R 042020								
1660		10/20	AP	04/01/20	0036635	SCHUERMAN PROPERTIES, LLC	823.00			03/31/20
		HAP_Jurries P 042020								
1660		10/20	AP	04/01/20	0036640	SWEETING, LARRY	830.00			03/31/20
		HAP_Schumacher D 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	418.00			03/31/20
		HAP_Collver L 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	464.00			03/31/20
		HAP_Howe J 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	218.00			03/31/20
		HAP_Stock M 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	404.00			03/31/20
		HAP_Stegen R 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	366.00			03/31/20
		HAP_Hayden J 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	133.00			03/31/20
		HAP_Youngberg L 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	197.00			03/31/20
		HAP_Vognsen P 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	129.00			03/31/20
		HAP_Garvis C 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	386.00			03/31/20
		HAP_Good S 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	336.00			03/31/20
		HAP_Ford M 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	403.00			03/31/20
		HAP_Toms L 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	181.00			03/31/20
		HAP_Derifield S 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	427.00			03/31/20
		HAP_Turner S 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	212.00			03/31/20
		HAP_Schlueter J 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	485.00			03/31/20
		HAP_Henning S 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	391.00			03/31/20
		HAP_Lebahn B 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	368.00			03/31/20
		HAP_Tiller R 042020								
1660		10/20	AP	04/01/20	0036642	THUNDER RIDGE SR.APARTMENTS L	212.00			03/31/20

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED										
						continued				
1660				10/20	AP 04/01/20 0036642	HAP_Martin H 042020 THUNDER RIDGE SR.APARTMENTS L	401.00			03/31/20
1660				10/20	AP 04/01/20 0036642	HAP_Strickland L 042020 THUNDER RIDGE SR.APARTMENTS L	196.00			03/31/20
1660				10/20	AP 04/01/20 0036642	HAP_Matthias L 042020 THUNDER RIDGE SR.APARTMENTS L	467.00			03/31/20
1660				10/20	AP 04/01/20 0036604	HAP_Hoth P 042020 GLENN, MATTHEW	285.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Clayton R 042020 VILLAGE I AT NINE23 APARTMENT	407.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Smith T 042020 VILLAGE I AT NINE23 APARTMENT	275.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Mace T 042020 VILLAGE I AT NINE23 APARTMENT	224.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Vaughn S 042020 VILLAGE I AT NINE23 APARTMENT	132.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Holub T 042020 VILLAGE I AT NINE23 APARTMENT	437.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Redd A 042020 VILLAGE I AT NINE23 APARTMENT	675.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Ambrose A 042020 VILLAGE I AT NINE23 APARTMENT	86.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Duesenberg J 042020 VILLAGE I AT NINE23 APARTMENT	471.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Nelson B 042020 VILLAGE I AT NINE23 APARTMENT	593.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Fry S 042020 VILLAGE I AT NINE23 APARTMENT	402.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Smith W 042020 VILLAGE I AT NINE23 APARTMENT	519.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Prior L 042020 VILLAGE I AT NINE23 APARTMENT	264.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Ford D 042020 VILLAGE I AT NINE23 APARTMENT	404.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Aswegan S 042020 VILLAGE I AT NINE23 APARTMENT	407.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Swartley J 042020 VILLAGE I AT NINE23 APARTMENT	119.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Prior A 042020 VILLAGE I AT NINE23 APARTMENT	574.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Ducharme T 042020 VILLAGE I AT NINE23 APARTMENT	337.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Cameron J 042020 VILLAGE I AT NINE23 APARTMENT	432.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Moore D 042020 VILLAGE I AT NINE23 APARTMENT	432.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Brandt D 042020 VILLAGE I AT NINE23 APARTMENT	337.00			03/31/20
1660				10/20	AP 04/01/20 0036643	HAP_Greene D 042020				

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FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED						continued				
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	413.00			03/31/20
		HAP_Porter J 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	92.00			03/31/20
		HAP_Dixon S 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	577.00			03/31/20
		HAP_Hernandez Serr 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	275.00			03/31/20
		HAP_WILLIAMS B 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	259.00			03/31/20
		HAP_Aswegan J 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	363.00			03/31/20
		HAP_Mosley L 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	238.00			03/31/20
		HAP_Havlik C 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	420.00			03/31/20
		HAP_Temple S 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	670.00			03/31/20
		HAP_Henderson D 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	499.00			03/31/20
		HAP_Clark T 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	399.00			03/31/20
		HAP_Gordon Jr. T 042020								
1660		10/20 AP		04/01/20	0036643	VILLAGE I AT NINE23 APARTMENT	298.00			03/31/20
		HAP_Carter Z 042020								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	27.00			03/31/20
		Lindgren 5732705968								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	49.00			03/31/20
		Ambrose 9075028799								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	110.00			03/31/20
		Carlton 4208630915								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	56.00			03/31/20
		Archer 9095290344								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	4.00			03/31/20
		Mullins 9837918987								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	141.00			03/31/20
		Boehmer 08276056267								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	47.00			03/31/20
		Guzzle 7174748062								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	91.00			03/31/20
		Jurries 7681775462								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	63.00			03/31/20
		Redd 1307731360								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	170.00			03/31/20
		Cummings 2377106583								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	21.00			03/31/20
		Porter 1690351502								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	32.00			03/31/20
		Avino 591464234								
1660		10/20 AP		04/01/20	0036585	CEDAR FALLS UTILITIES-SEC.8	100.00			03/31/20

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FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED										
Rule 9816666531										
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	78.00			03/31/20
						Harken 8350835810				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	132.00			03/31/20
						Schmidt 1315389087				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	48.00			03/31/20
						Santiago-Lebron 873567879				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	26.00			03/31/20
						Jefferson 2860706039				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	160.00			03/31/20
						Dawson 0488549333				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	136.00			03/31/20
						Delauney 2110898136				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	112.00			03/31/20
						Jones 6467907886				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	59.00			03/31/20
						Jenkins 3232058083				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	198.00			03/31/20
						Terry 3637922939				
1660				10/20	AP 04/01/20 0036585	CEDAR FALLS UTILITIES-SEC.8	11.00			03/31/20
						Janssen ACCT#1710874519				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	673.00			03/31/20
						HAP_Ricks F 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	453.00			03/31/20
						HAP_Gregory L 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	474.00			03/31/20
						HAP_Hoffert J 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	252.00			03/31/20
						HAP_Lenox J 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	477.00			03/31/20
						HAP_Carlyle T 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	299.00			03/31/20
						HAP_Belcher J 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	303.00			03/31/20
						HAP_Brown D 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	297.00			03/31/20
						HAP_Thoms A 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	633.00			03/31/20
						HAP_Hunt M 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	541.00			03/31/20
						HAP_Williams L 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	315.00			03/31/20
						HAP_Byerly C 042020				
1660				10/20	AP 04/01/20 0036586	CHRISTOPHERSON RENTALS	292.00			03/31/20
						HAP_Schwaab A 042020				
1660				10/20	AP 04/01/20 0036622	MELICK, KENT L.	508.00			03/31/20
						HAP_Drewelow D 042020				
1660				10/20	AP 04/01/20 0036631	PETERSEN, RANDEL	925.00			03/31/20
						HAP_Brown S 042020				

continued

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FUND 217 SECTION 8 HOUSING FUND												
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED								continued				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	555.00			03/31/20
								HAP_Purdy T 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	417.00			03/31/20
								HAP_Wilder S 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	427.00			03/31/20
								HAP_Malone S 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	500.00			03/31/20
								HAP_Sherwood D 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	525.00			03/31/20
								HAP_Rule S 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	525.00			03/31/20
								HAP_Jones T 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	412.00			03/31/20
								HAP_Cochran S 042020				
1660		10/20	AP	04/01/20	0036624			MHP 2216 LINCOLN STREET, LLC	268.00			03/31/20
								HAP_Treslan G 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	492.00			03/31/20
								HAP_Lewis H 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	556.00			03/31/20
								HAP_Thompson T 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	761.00			03/31/20
								HAP_Harkider D 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	535.00			03/31/20
								HAP_Nobles M 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	432.00			03/31/20
								HAP_Frisch K 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	945.00			03/31/20
								HAP_Nicholson K 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	1,373.00			03/31/20
								HAP_Santiago-Lebro 042020				
1660		10/20	AP	04/01/20	0036597			EPM IOWA	462.00			03/31/20
								HAP_Gordon A 042020				
1660		10/20	AP	04/01/20	0036593			DC MANAGEMENT, LLC	686.00			03/31/20
								HAP_White M 042020				
1660		10/20	AP	04/01/20	0036590			CTV MANAGER, LLC	322.00			03/31/20
								HAP_Anderson B 042020				
1660		10/20	AP	04/01/20	0036617			KROEMER, KRAIG	375.00			03/31/20
								HAP_Currie L 042020				
1660		10/20	AP	04/01/20	0036628			PARRISH PROPERTIES	825.00			03/31/20
								HAP_Jefferson S 042020				
1660		10/20	AP	04/01/20	0036620			LEGACY RESIDENTIAL	334.00			03/31/20
								HAP_JORDAN L 042020				
1660		10/20	AP	04/01/20	0036579			ARENDS INVESTMENTS	266.00			03/31/20
								HAP_Wortham W 042020				
1660		10/20	AP	04/01/20	0036627			OWL INVESTMENTS, LLC	507.00			03/31/20
								HAP_Schroeder S 042020				
1660		10/20	AP	04/01/20	0036589			CRESCENT CONDOMINIUMS, LLC	435.00			03/31/20
								HAP_Lohr K 042020				
1660		10/20	AP	04/01/20	0036608			HARRINGTON'S RENTAL LLC	564.00			03/31/20

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FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED										
						continued				
1660					HAP_Larronda E 042020					
	10/20	AP		04/01/20	0036599	FERNHOLZ, KARI L.	1,280.00			03/31/20
1660					HAP_Carlton D 042020					
	10/20	AP		04/01/20	0036634	ROGERS, DERICK	949.00			03/31/20
1660					HAP_Sherwood J 042020					
	10/20	AP		04/01/20	0036630	PETERSEN RENTAL PROPERTIES, L	801.00			03/31/20
1660					HAP_Newsome A 042020					
	10/20	AP		04/01/20	0036615	KAI, BRENT	283.00			03/31/20
1660					HAP_Hamilton T 042020					
	10/20	AP		04/01/20	0036625	MORRIS, RICHARD R.	858.00			03/31/20
1660					HAP_Sauer M 042020					
	10/20	AP		04/01/20	0036637	STAND FIRM PROPERTIES LLC	399.00			03/31/20
1660					HAP_Hodge G 042020					
	10/20	AP		04/01/20	0036637	STAND FIRM PROPERTIES LLC	404.00			03/31/20
1660					HAP_Davis D 042020					
	10/20	AP		04/01/20	0036648	WYMORE, LARRY R.	732.00			03/31/20
1660					HAP_MOFFETT J 042020					
	10/20	AP		04/01/20	0036613	JDR PROPERTIES, INC.	224.00			03/31/20
1660					HAP_Klein R 042020					
	10/20	AP		04/01/20	0036647	WINGSB, LLC	121.00			03/31/20
1660					HAP_Spiers A 042020					
	10/20	AP		04/01/20	0036647	WINGSB, LLC	525.00			03/31/20
1660					HAP_Johnson A 042020					
	10/20	AP		04/01/20	0036614	JLL EXTENDED STAY INN	302.00			03/31/20
1660					HAP_Moore E 042020					
	10/20	AP		04/01/20	0036619	LARSEN RENTALS LLC	234.00			03/31/20
1660					HAP_Grisby C 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	344.00			03/31/20
1660					HAP_Wilson J 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	238.00			03/31/20
1660					HAP_King D 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	511.00			03/31/20
1660					HAP_Brown S 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	407.00			03/31/20
1660					HAP_Loffredo C 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	309.00			03/31/20
1660					HAP_Sommerfelt C 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	401.00			03/31/20
1660					HAP_Lam K 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	401.00			03/31/20
1660					HAP_Billman D 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	494.00			03/31/20
1660					HAP_Reams L 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	150.00			03/31/20
1660					HAP_Frazier T 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	191.00			03/31/20
1660					HAP_Rogers E 042020					
	10/20	AP		04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	432.00			03/31/20
1660					HAP_Humphrey E 042020					

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	----TRANSACTION---- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED						continued				
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	675.00			03/31/20
		HAP_Mullins J 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	407.00			03/31/20
		HAP_Cruise B 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	460.00			03/31/20
		HAP_Garrigus S 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	304.00			03/31/20
		HAP_Wiedow C 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	234.00			03/31/20
		HAP_Baker A 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	407.00			03/31/20
		HAP_Harrenstein G 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	381.00			03/31/20
		HAP_O'Brien N 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	378.00			03/31/20
		HAP_BALM D 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	87.00			03/31/20
		HAP_Hoodjer S 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	700.00			03/31/20
		HAP_Redd S 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	200.00			03/31/20
		HAP_Forney A 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	575.00			03/31/20
		HAP_Harken G 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	531.00			03/31/20
		HAP_Miller K 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	132.00			03/31/20
		HAP_O'dell J 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	499.00			03/31/20
		HAP_Nielsen J 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	412.00			03/31/20
		HAP_Haug K 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	376.00			03/31/20
		HAP_Saccento J 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	481.00			03/31/20
		HAP_Humphrey J 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	328.00			03/31/20
		HAP_Dzapo S 042020								
1660		10/20	AP	04/01/20	0036644	VILLAGE II AT NINE23 APARTMEN	332.00			03/31/20
		HAP_Harmon A 042020								
1660		10/20	AP	04/01/20	0036616	KLEIN, JULIE	152.00			03/31/20
		HAP_Stover A 042020								
1660		10/20	AP	04/01/20	0036610	HOUSING AUTHORITY OF JOLIET	993.00			03/31/20
		HAP_Wilson Q 042020								
1660		10/20	AP	04/01/20	0036607	HANSON, KALEEN KIRCHNER	956.00			03/31/20
		HAP_Payne I 042020								
1660		10/20	AP	04/01/20	0036629	PAULSON, JAMES	354.00			03/31/20
		HAP_Topping R 042020								
1660		10/20	AP	04/01/20	0036629	PAULSON, JAMES	156.00			03/31/20

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 217 SECTION 8 HOUSING FUND										
217-2214-432.89-61 MISCELLANEOUS SERVICES / HOUS.ASSIST PMTS-OCCUPIED										
						continued				
1660		HAP_Gordon L		04/01/20	0036595	ELMCREST ESTATES, L.C.	587.00			03/31/20
1660		HAP_Davis D		04/01/20	0036621	MCKERNAN, JAMES M.	522.00			03/31/20
1660		HAP_Buchanan J		04/01/20	0036621	MCKERNAN, JAMES M.	725.00			03/31/20
1660		HAP_Porter R		04/01/20	0036601	G P MANAGEMENT LLC	406.00			03/31/20
1660		HAP_Wenzel J		04/01/20	0036641	T.J.J.C. L.L.C.	181.00			03/31/20
1660		HAP_Hornback K		04/01/20	0036641	T.J.J.C. L.L.C.	282.00			03/31/20
1660		HAP_Dornbrock M		04/01/20	0036603	GERDES III, BENJAMIN P.	700.00			03/31/20
1660		HAP_Lindgren T		04/01/20	0036603	GERDES III, BENJAMIN P.	283.00			03/31/20
1660		HAP_Allessi S		04/01/20	0036603	GERDES III, BENJAMIN P.	607.00			03/31/20
1660		HAP_Beamon D		04/01/20	0036603	GERDES III, BENJAMIN P.	379.00			03/31/20
1660		HAP_Johnson C		04/01/20	0036603	GERDES III, BENJAMIN P.	771.00			03/31/20
1660		HAP_Apfel A		04/01/20	0036611	J & A PROPERTIES	1,016.00			03/31/20
1660		HAP_Bailey N		04/01/20	0036581	BARTELT RENTALS L.C.	385.00			03/31/20
1660		HAP_Luck J		04/01/20	0036581	BARTELT RENTALS L.C.	725.00			03/31/20
1660		HAP_Woods N		04/01/20	0036583	C & H HOLDINGS LLC	566.00			03/31/20
1661		HAP_Ross S		04/01/20	0036639	SUMX, LLC	981.00			03/31/20
1636		HAP_MOORE S		03/24/20	0036578	HOUSING AUTHORITY OF JOLIET	308.00			03/27/20
1556		PORT-OUT HAP				ADDITIONAL AMOUNT				
1556		HAP_TAYLOR S		08/01/19	0036575	LOWN, JAMES M.	393.00			03/13/20
1556		HAP_TAYLOR S		08/01/19	0036575	REPLACES CK 36033	224.00			03/13/20
1630		HAP_KLEIN R		08/01/19	0035561	REPLACES CK 36033		525.00		03/26/20
1630		VOID-CHECK LOST				AUG.HAP-KEI-CHE RANDLE				
1630		HAP_TAYLOR S		08/01/19	0036033	LOWN, JAMES M.		393.00		03/26/20
1630		VOID-CHECK LOST				HAP Taylor S 082019				
1630		HAP_TAYLOR S		08/01/19	0036033	LOWN, JAMES M.		224.00		03/26/20
1591		VOID-CHECK LOST				HAP Klein R 082019				
1591		HAP_TAYLOR S		08/01/18	0036577	VALDIVIA, OSCAR J.	525.00			03/19/20
		AUG.HAP-KEI-CHE				RANDLE				
		RE-ISSUE CK#35561								
ACCOUNT TOTAL							104,941.00	1,142.00		103,799.00



GROUP	PO	ACCTG	----TRANSACTION----			DEBITS	CREDITS	CURRENT	
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION		BALANCE	
								POST DT ----	
FUND 217 SECTION 8 HOUSING FUND									
217-2214-432.89-65 MISCELLANEOUS SERVICES / ADMIN FEE DUE OTHERS									
1660		10/20 AP	04/01/20	0036623		METROPOLITAN COUNCIL - HRA	45.73	03/31/20	
		AF_McCalister R 042020							
1660		10/20 AP	04/01/20	0036588		COOK CO.HOUSING AUTHORITY	34.16	03/31/20	
		AF_Goldstein K 042020							
1660		10/20 AP	04/01/20	0036610		HOUSING AUTHORITY OF JOLIET	45.73	03/31/20	
		AF_Wilson Q 042020							
ACCOUNT TOTAL							125.62	.00	125.62
FUND TOTAL							105,066.62	1,142.00	103,924.62
FUND 223 COMMUNITY BLOCK GRANT									
223-2224-432.88-32 OUTSIDE AGENCIES / CONSUMER CREDIT COUNSELIN									
1677		10/20 AP	03/16/20	0004560		CONSUMER CREDIT COUNSELING	425.00	04/02/20	
		CDBG 2ND QTR. FY20							
ACCOUNT TOTAL							425.00	.00	425.00
FUND TOTAL							425.00	.00	425.00
FUND 224 TRUST & AGENCY									
FUND 242 STREET REPAIR FUND									
FUND 254 CABLE TV FUND									
254-1088-431.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT									
1490		09/20 AP	03/20/20	0004890		ADVANTAGE ADMIN-SECT.105	18.46	04/02/20	
		HEALTH INS. REIMBURSEMENT							
ACCOUNT TOTAL							18.46	.00	18.46
254-1088-431.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES									
1490		09/20 AP	03/02/20	0004913		PROFESSIONAL SOLUTIONS	.88	04/02/20	
		FEBRUARY CREDIT CARD FEES							
ACCOUNT TOTAL							.88	.00	.88
254-1088-431.83-05 TRANSPORTATION&EDUCATION / TRAVEL (FOOD/MILEAGE/LOD)									
1568		09/20 AP	03/13/20	0394292		BOWMAN, DENNY	20.00	03/17/20	
		RMB:PRKG-STATE BASKETBALL							
1556		09/20 AP	03/12/20	0394291		OTT, JEREMY	10.00	03/13/20	
		RMB:PRKG.-BOYS BBALL							
1556		09/20 AP	03/02/20	0394291		OTT, JEREMY	10.00	03/13/20	
		RMB:PRKG.-GIRLS BBALL							
ACCOUNT TOTAL							40.00	.00	40.00

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	
									POST DT	
FUND 254 CABLE TV FUND										
FUND TOTAL							59.34	.00	59.34	
FUND 258 PARKING FUND										
258-5531-1677	435.72-01	OPERATING SUPPLIES	/	OPERATING SUPPLIES						
	09/20	AP	03/30/20	0394373		DEBRA KYLER	15.00		04/02/20	
REF:PRKG.OVRPAY-100903703										
1490	09/20	AP	03/02/20	0004926		PROFESSIONAL SOLUTIONS	5.66		04/02/20	
1490	09/20	AP	03/02/20	0004913		FEBRUARY CREDIT CARD FEES	77.30		04/02/20	
1490	09/20	AP	03/02/20	0004914		PROFESSIONAL SOLUTIONS	7.37		04/02/20	
1490	09/20	AP	03/02/20	0004915		FEBRUARY CREDIT CARD FEES	6.95		04/02/20	
1490	09/20	AP	03/02/20	0004916		PROFESSIONAL SOLUTIONS	12.40		04/02/20	
FEBRUARY CREDIT CARD FEES										
ACCOUNT TOTAL							124.68	.00	124.68	
258-5531-1556 435.86-01 REPAIR & MAINTENANCE / REPAIR & MAINTENANCE										
	09/20	AP	02/15/20	0394288		CEDAR FALLS UTILITIES	15.75		03/13/20	
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							15.75	.00	15.75	
FUND TOTAL							140.43	.00	140.43	
FUND 261 TOURISM & VISITORS										
261-2291-1591	423.72-12	OPERATING SUPPLIES	/	FACILITY RENTAL SUPPLIES						
	09/20	AP	03/17/20	0394303		MICHAEL SCHULLER	250.00		03/19/20	
REFUND TOURISM CONF.ROOM CITY BUILDINGS CLOSED										
ACCOUNT TOTAL							250.00	.00	250.00	
261-2291-1621 423.72-99 OPERATING SUPPLIES / POSTAGE										
	09/20	AP	03/18/20	0394328		WOOLVERTON PRINTING CO.	147.84		03/25/20	
MAIL MAR. AAA FULFILLMENT										
PROJECT#: 032432										
ACCOUNT TOTAL							147.84	.00	147.84	
261-2291-1490 423.73-57 OTHER SUPPLIES / GIFT SHOP										
	09/20	AP	03/02/20	0004919		PROFESSIONAL SOLUTIONS	24.53		04/02/20	
FEBRUARY CREDIT CARD FEES										

GROUP	PO	ACCTG	---TRANSACTION---				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 261 TOURISM & VISITORS									
261-2291-423.73-57 OTHER SUPPLIES / GIFT SHOP						continued			
ACCOUNT TOTAL							24.53	.00	24.53
261-2291-423.83-05 TRANSPORTATION&EDUCATION / TRAVEL (FOOD/MILEAGE/LOD)									
1656		09/20 AP	03/04/20	0394331		CUNNINGHAM, BONITA	17.84		03/31/20
		RMB:TRVL-IA				DES MOINES			
1656		09/20 AP	03/03/20	0394334		LEWIS, DEBRA	12.84		03/31/20
		RMB:MEAL-IA				DES MOINES			
1656		09/20 AP	03/03/20	0394337		MANNING, KIM	15.00		03/31/20
		RMB:MEAL-IA				DES MOINES			
ACCOUNT TOTAL							45.68	.00	45.68
261-2291-423.83-06 TRANSPORTATION&EDUCATION / EDUCATION									
1656		09/20 AP	03/02/20	0394337		MANNING, KIM	15.00		03/31/20
		RMB:REG.EITA				MEMB. MTG. DYERSVILLE			
ACCOUNT TOTAL							15.00	.00	15.00
261-2291-423.85-01 UTILITIES / UTILITIES									
1556		09/20 AP	02/15/20	0394288		CEDAR FALLS UTILITIES	1,057.09		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							1,057.09	.00	1,057.09
261-2291-423.89-04 MISCELLANEOUS SERVICES / SALES TAX									
1490		09/20 AP	03/10/20	0004906		IOWA DEPT.OF REVENUE	14.62		04/02/20
						SEMI MONTHLY SALES TAX VISITOR & TOURISM			
ACCOUNT TOTAL							14.62	.00	14.62
FUND TOTAL							1,554.76	.00	1,554.76
FUND 262 SENIOR SERVICES & COMM CT									
262-1092-423.85-01 UTILITIES / UTILITIES									
1595		10/20 AP	03/05/20	0394345		CEDAR FALLS UTILITIES	1,030.07		03/27/20
						COMMUNITY CNTER UTILITIES			
1556		09/20 AP	02/15/20	0394288		CEDAR FALLS UTILITIES	99.05		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							1,129.12	.00	1,129.12

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 262 SENIOR SERVICES & COMM CT										
262-1092-423.86-01						REPAIR & MAINTENANCE / REPAIR & MAINTENANCE				
1595		10/20	AP	03/11/20	0394362	STOREY KENWORTHY	15.22			03/27/20
						CLOROX ANYWHERE SPRAY				
1595		10/20	AP	03/09/20	0394349	CITY LAUNDERING CO.	8.50			03/27/20
						COMM. CTR. MAT SERVICE				
ACCOUNT TOTAL							23.72	.00		23.72
262-1092-423.87-01 RENTALS / RENTALS										
1621		09/20	AP	03/23/20	0394324	MARY RICKERT	250.00			03/25/20
						REFUND-SECURITY DEPOSIT				
1568		09/20	AP	03/16/20	0394293	ERIN GITCHELL THOMPSON	325.00			03/17/20
						REFUND-SECURITY DEPOSIT				COMMUNITY CENTER CLOSED
ACCOUNT TOTAL							575.00	.00		575.00
FUND TOTAL							1,727.84	.00		1,727.84
FUND 291 POLICE FORFEITURE FUND										
FUND 292 POLICE RETIREMENT FUND										
FUND 293 FIRE RETIREMENT FUND										
FUND 294 LIBRARY RESERVE										
FUND 295 SOFTBALL PLAYER CAPITAL										
FUND 296 GOLF CAPITAL										
FUND 297 REC FACILITIES CAPITAL										
FUND 298 HEARST CAPITAL										
FUND 311 DEBT SERVICE FUND										
FUND 402 WASHINGTON PARK FUND										
FUND 404 FEMA										
FUND 405 FLOOD RESERVE FUND										
FUND 407 VISION IOWA PROJECT										
FUND 408 STREET IMPROVEMENT FUND										
FUND 430 2004 TIF BOND										
430-1220-431.97-82						TIF BOND PROJECTS / STREETScape MAINTENANCE				
1621		09/20	AP	03/23/20	0394316	BLACK HAWK CO.RECORDER	97.00			03/25/20
						3180-DOWNTOWN STREETScape				TEMP.EASE.AGRMT.-HUMBLE
						PROJECT#: 023180				
ACCOUNT TOTAL							97.00	.00		97.00
FUND TOTAL							97.00	.00		97.00

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 431	2014	BOND								
FUND 432	2003	BOND								
FUND 433	2001	TIF								
FUND 434	2000	BOND								
FUND 435	1999	TIF								
FUND 436	2012	BOND								
FUND 437	2018	BOND								
FUND 438	2020	BOND FUND								
FUND 439	2008	BOND FUND								
FUND 443	CAPITAL PROJECTS									
443-1220-431.94-33	CAPITAL PROJECTS / PROPERTY ACQUISITION									
1621	09/20 AP	03/01/20	0394319			CEDAR FALLS UTILITIES UTILITIES THRU 03/01/20	153.58			03/25/20
ACCOUNT TOTAL							153.58	0.00	153.58	
FUND TOTAL							153.58	0.00	153.58	
FUND 472	PARKADE RENOVATION									
FUND 473	SIDEWALK ASSESSMENT									
FUND 483	ECONOMIC DEVELOPMENT									
FUND 484	ECONOMIC DEVELOPMENT LAND									
484-2245-432.91-10	LAND / INDUSTRIAL PARK LAND ACQ									
1621	09/20 AP	03/20/20	0394314			BLACK HAWK CO.RECORDER INDUST.PARK ACQUISITION	612.00			03/25/20
	RCD:ANNEX.DOC.-UA20-03									
ACCOUNT TOTAL							612.00	0.00	612.00	
FUND TOTAL							612.00	0.00	612.00	
FUND 541	2018	STORM WATER BONDS								
FUND 544	2008	SEWER BONDS								
FUND 545	2006	SEWER BONDS								
FUND 546	SEWER IMPROVEMENT FUND									
FUND 547	SEWER RESERVE FUND									
FUND 548	1997	SEWER BOND FUND								
FUND 549	1992	SEWER BOND FUND								
FUND 550	2000	SEWER BOND FUND								
FUND 551	REFUSE FUND									
551-0000-213.00-00	CURRENT LIABILITY / SALES TAX PAYABLE									
1490	09/20 AP	03/10/20	0004906			IOWA DEPT.OF REVENUE	185.82			04/02/20
	SEMI MONTHLY SALES TAX					COMMERCIAL GARBAGE A/R				
ACCOUNT TOTAL							185.82	0.00	185.82	
551-6685-436.64-02	INSURANCE / HEALTH INS. REIMBURSEMENT									

GROUP	PO	ACCTG	-----TRANSACTION-----						CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	BALANCE
									POST DT -----
FUND 551 REFUSE FUND									
551-6685-436.64-02 INSURANCE / HEALTH INS. REIMBURSEMENT						continued			
1490		09/20	AP	03/06/20	0004888	ADVANTAGE ADMIN-SECT.105	381.24		04/02/20
						HEALTH INS. REIMBURSEMENT			
ACCOUNT TOTAL							381.24	.00	381.24
551-6685-436.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES									
1490		09/20	AP	03/02/20	0004922	PROFESSIONAL SOLUTIONS	215.60		04/02/20
						FEBRUARY CREDIT CARD FEES			
1490		09/20	AP	03/02/20	0004913	PROFESSIONAL SOLUTIONS	20.45		04/02/20
						FEBRUARY CREDIT CARD FEES			
1629		09/20	AP	01/28/20	0394092	PROEYE ENTERPRISES		8.63	03/26/20
						VOID-CHECK RETURNED			
						REFUND-W.W. OVERPAYMENT			
ACCOUNT TOTAL							236.05	8.63	227.42
551-6685-436.85-01 UTILITIES / UTILITIES									
1621		09/20	AP	03/01/20	0394319	CEDAR FALLS UTILITIES	1,369.02		03/25/20
						UTILITIES THRU 03/01/20			
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	2,851.52		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							4,220.54	.00	4,220.54
551-6685-436.86-34 REPAIR & MAINTENANCE / BILLING & COLLECTING									
1556		09/20	AP	02/15/20	0394288	CEDAR FALLS UTILITIES	5,603.33		03/13/20
						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							5,603.33	.00	5,603.33
551-6685-436.87-02 RENTALS / MATERIAL DISPOSAL/HANDLIN									
1621		09/20	AP	03/15/20	0394313	BLACK HAWK CO.LANDFILL	19,293.82		03/25/20
						LANDFILL SRV:3/1-3/14/20			
ACCOUNT TOTAL							19,293.82	.00	19,293.82
551-6685-436.89-04 MISCELLANEOUS SERVICES / SALES TAX									
1490		09/20	AP	03/20/20	0004908	IOWA DEPT.OF REVENUE	76.80		04/02/20
						SEMI MONTHLY SALES TAX			
1490		09/20	AP	03/10/20	0004906	IOWA DEPT.OF REVENUE	69.89		04/02/20
						SEMI MONTHLY SALES TAX			
						COMMERCIAL GARBAGE			
ACCOUNT TOTAL							146.69	.00	146.69

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 551 REFUSE FUND										
FUND TOTAL							30,067.49	8.63	30,058.86	
FUND 552 SEWER RENTAL FUND										
552-6655-436.64-02		INSURANCE / HEALTH INS. REIMBURSEMENT								
1490		09/20 AP 03/13/20 0004889				ADVANTAGE ADMIN-SECT.105	146.62			04/02/20
HEALTH INS. REIMBURSEMENT										
ACCOUNT TOTAL							146.62	0.00	146.62	
552-6655-436.85-01 UTILITIES / UTILITIES										
1621		09/20 AP 03/01/20 0394319				CEDAR FALLS UTILITIES	6,062.81			03/25/20
UTILITIES THRU 03/01/20										
1556		09/20 AP 02/15/20 0394288				CEDAR FALLS UTILITIES	7,850.80			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							13,913.61	0.00	13,913.61	
552-6665-436.85-01 UTILITIES / UTILITIES										
1556		09/20 AP 02/15/20 0394288				CEDAR FALLS UTILITIES	11,667.21			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							11,667.21	0.00	11,667.21	
552-6665-436.86-33 REPAIR & MAINTENANCE / SLUDGE REMOVAL										
1621		09/20 AP 03/15/20 0394313				BLACK HAWK CO.LANDFILL	148.72			03/25/20
LANDFILL SRV:3/1-3/14/20										
ACCOUNT TOTAL							148.72	0.00	148.72	
552-6665-436.86-34 REPAIR & MAINTENANCE / BILLING & COLLECTING										
1556		09/20 AP 02/15/20 0394288				CEDAR FALLS UTILITIES	5,603.33			03/13/20
UTILITIES THRU 02/15/20										
ACCOUNT TOTAL							5,603.33	0.00	5,603.33	
552-6665-436.89-04 MISCELLANEOUS SERVICES / SALES TAX										
1490		09/20 AP 03/20/20 0004908				IOWA DEPT.OF REVENUE	1,586.38			04/02/20
SEMI MONTHLY SALES TAX										
1490		09/20 AP 03/10/20 0004906				IOWA DEPT.OF REVENUE	6,337.42			04/02/20
SEMI MONTHLY SALES TAX										
ACCOUNT TOTAL							7,923.80	0.00	7,923.80	

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	---TRANSACTION--- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 552 SEWER RENTAL FUND									
FUND TOTAL							39,403.29	.00	39,403.29
FUND 553 2004 SEWER BOND									
FUND 555 STORM WATER UTILITY									
555-2230-432.86-34				09/20 AP	02/15/20 0394288	REPAIR & MAINTENANCE / BILLING & COLLECTING CEDAR FALLS UTILITIES	5,603.33		03/13/20
1556						UTILITIES THRU 02/15/20			
ACCOUNT TOTAL							5,603.33	.00	5,603.33
FUND TOTAL							5,603.33	.00	5,603.33
FUND 570 SEWER ASSESSMENT									
FUND 606 DATA PROCESSING FUND									
606-1078-441.81-43				09/20 AP	03/10/20 0394297	PROFESSIONAL SERVICES / LIBRARY COMPUTER SERVICES CEDAR FALLS UTILITIES	15.00		03/19/20
1591						LIBRARY DOMAIN NAME STATIC IP ADDRESS			
ACCOUNT TOTAL							15.00	.00	15.00
606-1078-441.82-10 COMMUNICATION / TELEPHONE HOLDING ACCOUNT									
1591				09/20 AP	03/06/20 0394305	U.S. CELLULAR	66.14		03/19/20
						CELL PHONE:3/6-4/5/20			
ACCOUNT TOTAL							66.14	.00	66.14
606-1078-441.82-30 COMMUNICATION / FIBER OPTICS									
1591				09/20 AP	03/10/20 0394297	CEDAR FALLS UTILITIES	3,320.00		03/19/20
						FIBER POINT:2/11-3/10/20			
ACCOUNT TOTAL							3,320.00	.00	3,320.00
FUND TOTAL							3,401.14	.00	3,401.14
FUND 680 HEALTH INSURANCE FUND									
680-1902-457.51-01				09/20 AP	03/30/20 0004900	INSURANCE / HEALTH INSURANCE EXPRESS SCRIPTS, INC.	38,584.93		04/02/20
1490						RX CLAIMS PROCESSING			
1490				09/20 AP	03/27/20 0004939	WELLMARK IOWA	31,220.84		04/02/20
						HEALTH CLAIMS PROCESSING			
1490				09/20 AP	03/23/20 0004899	EXPRESS SCRIPTS, INC.	11,940.18		04/02/20
						RX CLAIMS PROCESSING			
1490				09/20 AP	03/20/20 0004938	WELLMARK IOWA	37,133.00		04/02/20



GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 680 HEALTH INSURANCE FUND										
680-1902-457.51-01 INSURANCE / HEALTH INSURANCE										
						continued				
1490		09/20 AP		03/16/20	0004898	EXPRESS SCRIPTS, INC.	15,758.21			04/02/20
		HEALTH CLAIMS PROCESSING								
1490		09/20 AP		03/13/20	0004932	WELLMARK IOWA	28,465.64			04/02/20
		HEALTH CLAIMS PROCESSING								
1490		09/20 AP		03/13/20	0004889	ADVANTAGE ADMIN-SECT.105	17.96			04/02/20
		HEALTH INS. REIMBURSEMENT								
1490		09/20 AP		03/13/20	0004889	ADVANTAGE ADMIN-SECT.105	6.83			04/02/20
		HEALTH INS. REIMBURSEMENT								
1490		09/20 AP		03/09/20	0004897	EXPRESS SCRIPTS, INC.	27,146.12			04/02/20
		RX CLAIMS PROCESSING								
1490		09/20 AP		03/02/20	0004896	EXPRESS SCRIPTS, INC.	20,299.57			04/02/20
		RX CLAIMS PROCESSING								
ACCOUNT TOTAL							210,573.28	.00		210,573.28
680-1902-457.51-06 INSURANCE / DENTAL INSURANCE										
1490		09/20 AP		03/03/20	0004933	WELLMARK IOWA	1,080.50			04/02/20
		MARCH 2020 DENTAL POLICE UNION								
1490		09/20 AP		03/03/20	0004934	WELLMARK IOWA	185.60			04/02/20
		MARCH 2020 DENTAL FIRE UNION								
1490		09/20 AP		03/03/20	0004935	WELLMARK IOWA	3,406.35			04/02/20
		MARCH 2020 DENTAL NON-UNION								
1490		09/20 AP		03/03/20	0004936	WELLMARK IOWA	1,619.90			04/02/20
		MARCH 2020 DENTAL PUBLIC WORKS/PARKS UNION								
1490		09/20 AP		03/03/20	0004937	WELLMARK IOWA	30.85			04/02/20
		MARCH 2020 DENTAL NON-UNION RETIREE								
ACCOUNT TOTAL							6,323.20	.00		6,323.20
FUND TOTAL							216,896.48	.00		216,896.48
FUND 681 HEALTH SEVERANCE										
681-1902-457.51-10 INSURANCE / HEALTH SEVERANCE PAYMENTS										
1677		10/20 AP		04/01/20	0394366	ANDERSON, ALETA L.	144.60			04/02/20
		RMB:FEB. 2020 HEALTH SEV. MEDICARE-ALETA								
1677		10/20 AP		04/01/20	0394366	ANDERSON, ALETA L.	144.60			04/02/20
		RMB:FEB. 2020 HEALTH SEV. MEDICARE-RICHARD								
1656		09/20 AP		03/30/20	0394335	LUX, JOSH	101.19			03/31/20
		RMB:HEALTH SEV.1/2 MAR'20								
1556		09/20 AP		03/12/20	0394290	LUX, JOSH	101.19			03/13/20
		RMB HEALTH SEV.1/2 FEB'20								
1556		09/20 AP		03/12/20	0394290	LUX, JOSH	101.19			03/13/20
		RMB HEALTH SEV.1/2 FEB'20								
ACCOUNT TOTAL							592.77	.00		592.77

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 681 HEALTH SEVERANCE										
FUND TOTAL							592.77	.00	592.77	
FUND 682 HEALTH INSURANCE - FIRE										
FUND 685 VEHICLE MAINTENANCE FUND										
1490		09/20 AP		03/20/20	0004890	ADVANTAGE ADMIN-SECT.105	167.28			04/02/20
HEALTH INS. REIMBURSEMENT										
ACCOUNT TOTAL							167.28	.00	167.28	
FUND TOTAL							167.28	.00	167.28	
FUND 686 PAYROLL FUND										
686-0000-222.01-00 PAYROLL LIABILITY / FEDERAL TAXES										
1490		09/20 AP		03/30/20	0004928	UNITED STATES TREASURY	66,598.92			04/02/20
FEDERAL WITHHOLDING TAX										
1490		09/20 AP		03/16/20	0004927	UNITED STATES TREASURY	62,566.06			04/02/20
FEDERAL WITHHOLDING TAX										
ACCOUNT TOTAL							129,164.98	.00	129,164.98	
686-0000-222.02-00 PAYROLL LIABILITY / STATE WITHHOLDING										
1490		09/20 AP		03/30/20	0004909	IOWA DEPT.OF REVENUE	28,636.50			04/02/20
STATE WITHHOLDING TAX										
1490		09/20 AP		03/16/20	0004907	IOWA DEPT.OF REVENUE	27,587.50			04/02/20
STATE WITHHOLDING TAX										
1490		09/20 AP		03/02/20	0004905	IOWA DEPT.OF REVENUE	27,407.42			04/02/20
STATE WITHHOLDING TAX										
ACCOUNT TOTAL							83,631.42	.00	83,631.42	
686-0000-222.03-00 PAYROLL LIABILITY / FICA										
1490		09/20 AP		03/30/20	0004928	UNITED STATES TREASURY	68,037.36			04/02/20
SS & MQGE/MEDICARE TAX										
1490		09/20 AP		03/16/20	0004927	UNITED STATES TREASURY	68,488.06			04/02/20
SS & MQGE/MEDICARE TAX										
ACCOUNT TOTAL							136,525.42	.00	136,525.42	
686-0000-222.05-00 PAYROLL LIABILITY / OTHER DEDUCTIONS PAYABLE										
1490		09/20 AP		03/30/20	0004893	COLLECTION SERVICES CENTER	816.66			04/02/20
CHILD SUPPORT PAYMENTS										
1490		09/20 AP		03/26/20	0004931	VOYA FINANCIAL	10,486.66			04/02/20
EMPLOYEE 457 CONTRIBUTION										

GROUP	PO	ACCTG	-----TRANSACTION-----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT
FUND 686 PAYROLL FUND									
686-0000-222.05-00						PAYROLL LIABILITY / OTHER DEDUCTIONS PAYABLE	continued		
1623		09/20 AP		03/25/20	0394307	ADVANTAGE ADMINISTRATORS	6,380.05		03/25/20
						CAFETERIA PLAN:03/27/20			
1623		09/20 AP		03/25/20	0394327	TEAMSTERS LOCAL #238	3,745.72		03/25/20
						UNION DUES-MARCH 2020			
1623		09/20 AP		03/25/20	0394320	CEDAR VALLEY UNITED WAY	46.69		03/25/20
						1ST QTR.2020 CONTRIBUTION			
1490		09/20 AP		03/16/20	0004892	COLLECTION SERVICES CENTER	816.66		04/02/20
						CHILD SUPPORT PAYMENTS			
1490		09/20 AP		03/11/20	0004930	VOYA FINANCIAL	10,486.66		04/02/20
						EMPLOYEE 457 CONTRIBUTION			
1490		09/20 AP		03/02/20	0004891	COLLECTION SERVICES CENTER	1,028.96		04/02/20
						CHILD SUPPORT PAYMENTS			
						ACCOUNT TOTAL	33,808.06	0.00	33,808.06
						FUND TOTAL	383,129.88	0.00	383,129.88
FUND 687 WORKERS COMPENSATION FUND									
687-1902-457.51-02						INSURANCE / WORKERS COMP INSURANCE			
1490		09/20 AP		03/19/20	0004895	EMC RISK SERVICES, LLC	1,125.00		04/02/20
						WORKER COMP ADMIN FEES			
1556		09/20 AP		08/07/19	0394289	IOWA EMERGENCY PHYSICIANS LLP	1,374.00		03/13/20
						LGL:W/C L JORDAN			
1621		09/20 AP		04/30/19	0394325	MERCYONE WATERLOO MEDICAL CEN	572.00		03/25/20
						W/C:J.YEAROUS-04/30/19			
						ACCOUNT TOTAL	3,071.00	0.00	3,071.00
						FUND TOTAL	3,071.00	0.00	3,071.00
FUND 688 LTD INSURANCE FUND									
688-1902-457.51-03						INSURANCE / LTD INSURANCE			
1656		09/20 AP		04/01/20	0394336	MADISON NATIONAL LIFE INS.CO.	3,741.66		03/31/20
						LTD - APRIL 2020			
						ACCOUNT TOTAL	3,741.66	0.00	3,741.66
688-1902-457.51-04 INSURANCE / LIFE INSURANCE									
1656		09/20 AP		04/01/20	0394340	STANDARD INSURANCE COMPANY	3,395.14		03/31/20
						GROUP LIFE AD/D-APR'20			
						ACCOUNT TOTAL	3,395.14	0.00	3,395.14

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 688 LTD INSURANCE FUND									
FUND TOTAL							7,136.80	.00	7,136.80
FUND 689 LIABILITY INSURANCE FUND									
689-1902-457.51-05 INSURANCE / LIABILITY INSURANCE									
1490		09/20 AP		03/19/20	0004895	EMC RISK SERVICES, LLC	3,255.00		04/02/20
LIABILITY ADMIN FEES									
ACCOUNT TOTAL							3,255.00	.00	3,255.00
FUND TOTAL							3,255.00	.00	3,255.00
FUND 724 TRUST & AGENCY									
724-0000-487.50-01 TRANSFERS OUT / TRANSFERS TO GENERAL FUND									
1621		09/20 AP		03/19/20	0394322	GENERAL FUND	33,691.14		03/25/20
PROPERTY TAX PAYMENT									
1591		09/20 AP		03/18/20	0394300	GENERAL FUND	7,668.63		03/19/20
PROPERTY TAX PAYMENT									
1633		09/20 AP		03/18/20	0394300	GENERAL FUND		7,668.63	03/26/20
DATE CORRECTION									
PROPERTY TAX PAYMENT									
1633		09/20 AP		02/11/20	0394300	GENERAL FUND	7,668.63		03/26/20
PROPERTY TAX PAYMENT									
ACCOUNT TOTAL							49,028.40	7,668.63	41,359.77
FUND TOTAL							49,028.40	7,668.63	41,359.77
FUND 727 GREENWOOD CEMETERY P-CARE									
FUND 728 FAIRVIEW CEMETERY P-CARE									
FUND 729 HILLSIDE CEMETERY P-CARE									
FUND 790 FLOOD LEVY									
GRAND TOTAL							1,047,516.80	18,562.45	1,028,954.35

# Council Invoices for Council Meeting 04/06/20

PREPARED 04/02/2020, 12:03:14  
 PROGRAM GM360L  
 CITY OF CEDAR FALLS

ACCOUNT ACTIVITY LISTING

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 ACCOUNTING PERIOD 09/2020

Item 25.

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-1008-441.83-04 TRANSPORTATION&EDUCATION / DUES & MEMBERSHIPS										
1632		09/20 AP		01/30/20	0133524	IMFOA VOID-DIFFERENT ADDRESSES		50.00		03/26/20
						MEMBERSHIP-J DANIELSEN				
ACCOUNT TOTAL							.00	50.00	50.00-	
101-1008-441.87-01 RENTALS / RENTALS										
1569		10/20 AP		03/14/20	0000000	QUADIENT, INC. POSTAGE METER RENTAL	162.00			04/02/20
						4/13/20-7/12/20				
ACCOUNT TOTAL							162.00	.00	162.00	
101-1028-441.81-56 PROFESSIONAL SERVICES / EMPLOYEE WELLNESS PROG										
1569		10/20 AP		03/04/20	0000000	CINTAS FIRST AID & SAFETY RESTOCK FIRST AID CABINET	33.28			04/02/20
ACCOUNT TOTAL							33.28	.00	33.28	
101-1028-441.83-04 TRANSPORTATION&EDUCATION / DUES & MEMBERSHIPS										
1632		09/20 AP		02/12/20	0133524	IMFOA VOID-DIFFERENT ADDRESSES		20.00		03/26/20
						MEMBERSHIP-J RODENBECK				
1632		09/20 AP		01/30/20	0133524	IMFOA VOID-DIFFERENT ADDRESSES		50.00		03/26/20
						MEMBERSHIP-L ROEDING				
ACCOUNT TOTAL							.00	70.00	70.00-	
101-1028-441.83-06 TRANSPORTATION&EDUCATION / EDUCATION										
1632		09/20 AP		03/04/20	0133773	IOWA LEAGUE-CITIES VOID-CONF.CANCELLED		125.00		03/26/20
						REG:SPRING CONF-ROEDING				
1632		09/20 AP		02/10/20	0133524	IMFOA VOID-DIFFERENT ADDRESSES		50.00		03/26/20
						ICMFO RECERT. -L.ROEDING				
ACCOUNT TOTAL							.00	175.00	175.00-	
101-1048-441.71-01 OFFICE SUPPLIES / OFFICE SUPPLIES										
1569		10/20 AP		03/18/20	0000000	FEDERAL EXPRESS SHIP TO AHLERS & COONEY	37.80			04/02/20
ACCOUNT TOTAL							37.80	.00	37.80	
101-1048-441.81-29 PROFESSIONAL SERVICES / LEGAL CONSULTANTS										
1569		10/20 AP		04/01/20	0000000	AHLERS AND COONEY, P.C. LEGAL SERVICES-APR'20	3,900.00			04/02/20
1569		10/20 AP		04/01/20	0000000	SWISHER & COHRT, P.L.C.	2,600.00			04/02/20

GROUP	PO	ACCTG	-----TRANSACTION-----			DEBITS	CREDITS	CURRENT	
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION		BALANCE	
								POST DT ----	
FUND 101 GENERAL FUND									
101-1048-441.81-29 PROFESSIONAL SERVICES / LEGAL CONSULTANTS						continued			
1665		10/20 AP		03/23/20	0000000	AHLERS AND COONEY, P.C.	1,037.11	04/02/20	
		LGL:CYBER LN		CONDEMNATION		02/19/20-03/19/20			
1665		10/20 AP		03/23/20	0000000	AHLERS AND COONEY, P.C.	65.50	04/02/20	
		LGL:CYBER LN		EMINENT DOM.		03/05/20-03/06/20			
1665		10/20 AP		03/22/20	0000000	AHLERS AND COONEY, P.C.	1,486.60	04/02/20	
		LGL:GENERAL-P&Z		TRAINING		02/26/20			
1665		10/20 AP		03/22/20	0000000	AHLERS AND COONEY, P.C.	48.00	04/02/20	
		LGL:CONTESTED SERV.		AREA		03/04/20-03/10/20			
1569		10/20 AP		03/19/20	0000000	DAVIS,BROWN,KOEHN,SHORS & ROB	375.00	04/02/20	
		LGL:RE:IMMIGRATION-CITY				1/31/20-2/25/20			
1569		10/20 AP		03/19/20	0000000	DAVIS,BROWN,KOEHN,SHORS & ROB	940.50	04/02/20	
		LGL:RE:IMMIGRATION-JD				1/23/20-2/28/20			
ACCOUNT TOTAL							10,452.71	.00	10,452.71
101-1048-441.81-30 PROFESSIONAL SERVICES / LEGAL-CODE ENFORCEMENT									
1569		10/20 AP		04/01/20	0000000	SWISHER & COHRT, P.L.C.	1,000.00	04/02/20	
ACCOUNT TOTAL							1,000.00	.00	1,000.00
101-1199-421.31-10 HUMAN DEVELOPMENT GRANTS / GRANTS - CULTURAL SERVICE									
1666		10/20 AP		03/17/20	0000000	BLACK HAWK COUNTY CONSERVATIO	219.21	04/02/20	
		VISITING ARTIST SPONSOR-				SHIP. POETRY OUT LOUD			
1645		09/20 AP		12/11/19	0133306	MULLIN, LYDIA	500.00	03/30/20	
		ACCOUNT CORRECTION				CRITIAL ESSAY PAYMENT FOR			
1645		09/20 AP		08/01/19	0131926	LITTLE VILLAGE	2,512.50	03/30/20	
		ACCOUNT CORRECTION				ADS IN LITTLE VILLAGE TO			
1645		09/20 AP		08/01/19	0131926	LITTLE VILLAGE	2,177.50	03/30/20	
		ADS IN LITTLE VILLAGE TO				BE PAID BY OTHER ORGS			
ACCOUNT TOTAL							2,396.71	3,012.50	615.79-
101-1199-431.88-01 OUTSIDE AGENCIES / MET - CF DISABLED									
1569		10/20 AP		04/01/20	0000000	METROPOLITAN TRANSIT AUTHORIT	7,308.40	04/02/20	
ACCOUNT TOTAL							7,308.40	.00	7,308.40
101-1199-431.88-02 OUTSIDE AGENCIES / MET-RTC									
1569		10/20 AP		04/01/20	0000000	METROPOLITAN TRANSIT AUTHORIT	4,873.00	04/02/20	
ACCOUNT TOTAL							4,873.00	.00	4,873.00

GROUP	PO	ACCTG	---TRANSACTION---				DEBITS	CREDITS	CURRENT	
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE	
									POST DT	
FUND 101 GENERAL FUND										
101-1199-431.88-11						OUTSIDE AGENCIES / MET TRANSIT AUTHORITY				
1569		10/20	AP	04/01/20	0000000	METROPOLITAN TRANSIT AUTHORIT	69,234.00			04/02/20
						PAYMENT FOR FY20-4TH QTR				
						ACCOUNT TOTAL	69,234.00	.00		69,234.00
101-1199-431.88-12 OUTSIDE AGENCIES / MET CAPITAL REPLACEMENT										
1569		10/20	AP	04/01/20	0000000	VEHICLE MAINTENANCE FUND	3,880.00			04/02/20
						PAYMENT FOR FY20-4TH QTR				
						ACCOUNT TOTAL	3,880.00	.00		3,880.00
101-1199-441.72-19 OPERATING SUPPLIES / PRINTING										
1665		10/20	AP	03/27/20	0000000	MUNICIPAL CODE CORPORATION	1,828.55			04/02/20
						SUPP #5 CODE OF ORDINANCE				
1665		10/20	AP	03/20/20	0000000	COURIER LEGAL COMMUNICATIONS	34.59			04/02/20
						PH NTC-SEWER EASEMENT				
1569		10/20	AP	03/12/20	0000000	COURIER LEGAL COMMUNICATIONS	442.26			04/02/20
						3/2/20 CC MTG.MINS/BILLS				
1569		10/20	AP	03/06/20	0000000	COURIER LEGAL COMMUNICATIONS	55.64			04/02/20
						2/20/20 CC SPECIAL MTG				
1569		10/20	AP	03/06/20	0000000	COURIER LEGAL COMMUNICATIONS	8.02			04/02/20
						NTC-CS APPT-P.LEE				
1569		10/20	AP	03/06/20	0000000	COURIER LEGAL COMMUNICATIONS	14.04			04/02/20
						PH NTC-OAK PARK SS REPAIR				
						ACCOUNT TOTAL	2,383.10	.00		2,383.10
101-1199-441.88-20 OUTSIDE AGENCIES / LOBBYIST										
1569		10/20	AP	04/01/20	0000000	COPE MURPHY+CO LLP	4,500.00			04/02/20
						LOBBYING FEE-APR'20				
						ACCOUNT TOTAL	4,500.00	.00		4,500.00
101-2203-423.88-10 OUTSIDE AGENCIES / BLACK HAWK COUNTY HEALTH										
1569		10/20	AP	04/01/20	0000000	BLACK HAWK CO.HEALTH DEPT.	3,250.00			04/02/20
						PAYMENT FOR FY20-4TH QTR				
						ACCOUNT TOTAL	3,250.00	.00		3,250.00
101-2203-423.88-38 OUTSIDE AGENCIES / CEDAR VALLEY SOCCER										
1569		10/20	AP	04/01/20	0000000	CEDAR VALLEY YOUTH SOCCER ASS	2,500.00			04/02/20
						PAYMENT FOR FY20-4TH QTR				
						ACCOUNT TOTAL	2,500.00	.00		2,500.00

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 101 GENERAL FUND									
101-2235-412.71-07 OFFICE SUPPLIES / CODE ENFORCEMENT SUPPLIES									
1573		10/20	AP	03/06/20	0000000	COOLEY SANITATION LLC	501.97		04/02/20
						412 N ELLEN CLEAN UP			
						CODE ENFORCEMENT			
						ACCOUNT TOTAL	501.97	.00	501.97
101-2235-412.72-17 OPERATING SUPPLIES / UNIFORMS									
1573		10/20	AP	03/12/20	0000000	SERVICEWEAR APPAREL, INC.	101.38		04/02/20
						POLOS-J.CASTLE; CAPS			
1573		10/20	AP	03/09/20	0000000	SERVICEWEAR APPAREL, INC.	229.69		04/02/20
						VEST,JACKET,POLOS-J.CRAIG			
						ACCOUNT TOTAL	331.07	.00	331.07
101-2235-412.72-60 OPERATING SUPPLIES / SAFETY SUPPLIES									
1569		10/20	AP	03/04/20	0000000	CINTAS FIRST AID & SAFETY	29.84		04/02/20
						RESTOCK FIRST AID CABINET			
						ACCOUNT TOTAL	29.84	.00	29.84
101-2245-442.72-19 OPERATING SUPPLIES / PRINTING									
1569		10/20	AP	03/16/20	0000000	COURIER LEGAL COMMUNICATIONS	27.57		04/02/20
						PZ NTC-REZONE ANXED PROP			
						ACCOUNT TOTAL	27.57	.00	27.57
101-2253-423.72-30 OPERATING SUPPLIES / DROP IN EQUIP & SUPPLIES									
1583		10/20	AP	03/07/20	0000000	MCDERMOTT, TODD	110.00		04/02/20
						AIR HOCKEY REPAIR			
1583		10/20	AP	03/07/20	0000000	BAULER, JIM	200.00		04/02/20
						POOL TABLE REPAIR			
1583		10/20	AP	03/05/20	0000000	BSN SPORTS, INC.	234.32		04/02/20
						EXERCISE MATS,SIGN HOLDER			
1583		10/20	AP	01/13/20	0000000	BSN SPORTS, INC.		161.00	04/02/20
						REFUND-BASKETBALLS & NETS			
						ACCOUNT TOTAL	544.32	161.00	383.32
101-2253-423.72-31 OPERATING SUPPLIES / YOUTH SPORTS/ACTIVE EQUIP									
1583		10/20	AP	03/18/20	0000000	BSN SPORTS, INC.	98.10		04/02/20
						SOCCERBALLS			
1583		10/20	AP	03/07/20	0000000	XPRESSIONS	600.00		04/02/20
						YOUTH SOCCER TSHIRTS			
						ROUGH RISERS KIWANIS			
						ACCOUNT TOTAL	698.10	.00	698.10



GROUP	PO	ACCTG	---TRANSACTION---				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ---
FUND 101 GENERAL FUND									
101-2253-423.72-47						OPERATING SUPPLIES / ADULT EXERCISE EQUIP			
1583		10/20	AP	03/10/20	0000000	WEST MUSIC COMPANY, INC.	449.00		04/02/20
						WIRELESS SHURE SYSTEM			
						ACCOUNT TOTAL	449.00	0.00	449.00
101-2253-423.72-50						OPERATING SUPPLIES / SPECIAL EVENT SUPPLIES			
1583		10/20	AP	03/17/20	0000000	IOWA SPORTS SUPPLY, INC.	54.65		04/02/20
						SPRING BREAK MEDALS			
						ACCOUNT TOTAL	54.65	0.00	54.65
101-2280-423.71-01						OFFICE SUPPLIES / OFFICE SUPPLIES			
1666		10/20	AP	03/26/20	0000000	UNI BOOKSTORE	17.99		04/02/20
						FLASH DRIVE FOR OFFICE WORK.			
						ACCOUNT TOTAL	17.99	0.00	17.99
101-2280-423.72-71						OPERATING SUPPLIES / GALLERY SUPPLIES			
1666		10/20	AP	03/18/20	0000000	SIGNS & DESIGNS, INC.	113.00		04/02/20
						GALLERY DECALS FOR KBH, KELLEY AND STUDENT ART			
1666		10/20	AP	03/17/20	0000000	SIGNS BY TOMORROW	143.65		04/02/20
						PVC PANELS FOR KELLEY AND KBH EXHIBITIONS			
						ACCOUNT TOTAL	256.65	0.00	256.65
101-2280-423.72-74						OPERATING SUPPLIES / SERVICE/VOLUNTEER SUPP.			
1666		10/20	AP	03/05/20	0000000	BANCROFT'S FLOWERS	75.00		04/02/20
						FLOWERS FOR HEMMINGHAUS- CHEN GALLERY TALK EVENT			
						ACCOUNT TOTAL	75.00	0.00	75.00
101-2280-423.72-99						OPERATING SUPPLIES / POSTAGE			
1666		10/20	AP	03/18/20	0000000	FEDERAL EXPRESS	59.08		04/02/20
						SCOTT HUDSON ART SHIPPING			
						ACCOUNT TOTAL	59.08	0.00	59.08
101-2280-423.81-01						PROFESSIONAL SERVICES / PROFESSIONAL SERVICES			
1666		10/20	AP	03/17/20	0000000	BLACK HAWK COUNTY CONSERVATIO	280.79		04/02/20
						VISITING ARTIST SPONSOR- SHIP. PARTIAL FROM GRANTS			
1666		10/20	AP	12/17/19	0000000	CITY LAUNDERING CO.	7.90		04/02/20
						RUG SERVICE			
1645		09/20	AP	12/11/19	0133306	MULLIN, LYDIA	500.00		03/30/20

GROUP	PO	ACCTG	---TRANSACTION---				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT
FUND 101 GENERAL FUND									
101-2280-423.81-01 PROFESSIONAL SERVICES / PROFESSIONAL SERVICES						continued			
CRITICAL ESSAY PAYMENT FOR						KENTRIDGE-CHEN EXHIBITION			
ACCOUNT TOTAL							788.69	.00	788.69
101-2280-423.81-06 PROFESSIONAL SERVICES / PRINTING & PUBLICATION									
1666	10/20	AP	03/12/20	0000000		KAREN'S PRINT-RITE	916.00		04/02/20
						POSTCARDS FOR KELLEY, KBH			
						AND STUDENT ART			
1666	10/20	AP	03/12/20	0000000		KAREN'S PRINT-RITE	68.00		04/02/20
						ADDITIONAL POSTCARDS FOR			
						KBH AND KELLEY			
1666	10/20	AP	01/24/20	0000000		PARKADE PRINTER, INC.	434.36		04/02/20
						KENTRIDGE/CHEN GALLERY			
						BOOKLETS-1ST PRINT			
ACCOUNT TOTAL							1,418.36	.00	1,418.36
101-2280-423.81-61 PROFESSIONAL SERVICES / PROMOTIONS									
1645	09/20	AP	08/01/19	0131926		LITTLE VILLAGE	335.00		03/30/20
						ADS IN LITTLE VILLAGE TO			
						BE PAID BY OTHER ORGS			
ACCOUNT TOTAL							335.00	.00	335.00
101-2280-423.86-01 REPAIR & MAINTENANCE / REPAIR & MAINTENANCE									
1666	10/20	AP	03/10/20	0000000		MENARDS-CEDAR FALLS		39.02	04/02/20
						RETURN OF UNUSED SUPPLIES			
						FOR CERAMIC LAB SHELVES			
1666	10/20	AP	03/10/20	0000000		MENARDS-CEDAR FALLS	331.54		04/02/20
						SHELVES FOR INSTALLATION			
						IN CERAMIC LAB			
ACCOUNT TOTAL							331.54	39.02	292.52
101-4511-414.72-02 OPERATING SUPPLIES / LAUNDRY									
1614	10/20	AP	03/23/20	0000000		CITY LAUNDERING CO.	3.00		04/02/20
						TOWELS-STATION #1			
1614	10/20	AP	03/09/20	0000000		CITY LAUNDERING CO.	24.00		04/02/20
						TOWELS;MATS-PSS BUILDING			
1614	10/20	AP	02/24/20	0000000		CITY LAUNDERING CO.	3.00		04/02/20
						TOWELS-STATION #1			
ACCOUNT TOTAL							30.00	.00	30.00
101-4511-414.72-07 OPERATING SUPPLIES / EMS/RESCUE SUPPLIES									
1614	10/20	AP	03/12/20	0000000		EMERGENCY MEDICAL PRODUCTS, I	1,413.01		04/02/20
						SMART PADS;GLOVES;PULSE			
						OXIMETER;WIPES;MASK;GAUZE			
ACCOUNT TOTAL							1,413.01	.00	1,413.01



GROUP	PO	ACCTG	-----TRANSACTION-----			DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION		BALANCE
								POST DT
FUND 101 GENERAL FUND								
101-5521-415.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES						continued		
						NAME MAGNETS-DRAWERS		
1613		10/20	AP	03/19/20	0000000	DES MOINES STAMP MFG. CO.	28.30	04/02/20
						NOTARY STAMP-MARK HOWARD		
1613		10/20	AP	03/16/20	0000000	CINTAS FIRST AID & SAFETY	118.12	04/02/20
						RESTOCK PD FIRST AID KIT		
1613		10/20	AP	03/12/20	0000000	ABC EMBROIDERY, INC.	28.50	04/02/20
						NAME TAGS-CEDRIC DANILSON		
1613		10/20	AP	03/11/20	0000000	DES MOINES STAMP MFG. CO.	32.40	04/02/20
						NOTARY STAMP-HARRENSTEIN		
1614		10/20	AP	03/09/20	0000000	CITY LAUNDERING CO.	24.00	04/02/20
						TOWELS;MATS-PSS BUILDING		
						ACCOUNT TOTAL	244.82	.00 244.82
101-5521-415.72-08 OPERATING SUPPLIES / CAMERA & PHOTO EQUIPMENT								
1613		10/20	AP	03/23/20	0000000	TRI-TECH FORENSICS, INC.	100.50	04/02/20
						NOSE PLUGS-CRIME SCENES		
						ACCOUNT TOTAL	100.50	.00 100.50
101-5521-415.72-20 OPERATING SUPPLIES / OFFICERS EQUIPMENT								
1613		10/20	AP	03/17/20	0000000	GALLS, LLC	880.85	04/02/20
						10 RAIN JACKETS		
						ACCOUNT TOTAL	880.85	.00 880.85
101-5521-415.72-33 OPERATING SUPPLIES / POLICE AUXILIARY PROGRAM								
1613		10/20	AP	03/25/20	0000000	IOWA STATE RESERVE LAW	240.00	04/02/20
						12 RESERVE MEMBER DUES		
						ACCOUNT TOTAL	240.00	.00 240.00
101-5521-415.72-99 OPERATING SUPPLIES / POSTAGE								
1569		10/20	AP	03/18/20	0000000	FEDERAL EXPRESS	16.04	04/02/20
						SHIP TO KIELSER POLICE		
						ACCOUNT TOTAL	16.04	.00 16.04
101-5521-415.81-71 PROFESSIONAL SERVICES / CONSOLIDATED DISPATCH								
1613		10/20	AP	03/27/20	0000000	BLACK HAWK CO.AUDITOR	52,586.96	04/02/20
						FY20 Q4 CONSOLIDATED COMM		
						ACCOUNT TOTAL	52,586.96	.00 52,586.96

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-5521-415.83-06 TRANSPORTATION&EDUCATION / EDUCATION										
1632		09/20 AP		02/20/20	0133775	IOWA STATE RESERVE LAW		104.00		03/26/20
		VOID:CONF.CANCELLED REG:ISRLOA CONF.-A.BURG								
1632		09/20 AP		02/20/20	0133775	IOWA STATE RESERVE LAW		104.00		03/26/20
		VOID:CONF.CANCELLED REG:ISRLOA CONF.-D.JAEGER								
1632		09/20 AP		02/20/20	0133775	IOWA STATE RESERVE LAW		104.00		03/26/20
		VOID:CONF.CANCELLED REG:ISRLOA CONF.-T.GRIFFIN								
1632		09/20 AP		02/20/20	0133775	IOWA STATE RESERVE LAW		104.00		03/26/20
		VOID:CONF.CANCELLED REG:ISRLOA CONF.-M.BUCK								
1632		09/20 AP		02/20/20	0133775	IOWA STATE RESERVE LAW		104.00		03/26/20
		VOID:CONF.CANCELLED REG:ISRLOA CONF.-C.HINES								
ACCOUNT TOTAL							.00	520.00		520.00-
101-5521-425.81-20 PROFESSIONAL SERVICES / HUMANE SOCIETY										
1613		10/20 AP		03/10/20	0000000	CEDAR BEND HUMANE SOCIETY	1,451.00			04/02/20
		FEB'20 ANIMAL SURRENDER								
1613		10/20 AP		03/01/20	0000000	WATERLOO, CITY OF	6,465.00			04/02/20
		ANIMAL CALLS;2/1-2/29/20								
1613		10/20 AP		02/02/20	0000000	WATERLOO, CITY OF	4,299.00			04/02/20
		ANIMAL CALLS;1/1-1/31/20								
ACCOUNT TOTAL							12,215.00	.00		12,215.00
101-6613-433.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES										
1657		10/20 AP		03/26/20	0000000	O'DONNELL ACE HARDWARE	20.07			04/02/20
		BLEACH, SPONGE, FLUSHES								
1657		10/20 AP		03/19/20	0000000	O'DONNELL ACE HARDWARE	40.07			04/02/20
		HOSE NOZZLE, BROOM								
ACCOUNT TOTAL							60.14	.00		60.14
101-6616-446.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES										
1626		10/20 AP		03/24/20	0000000	MARTIN BROS.DISTRIBUTING	226.30			04/02/20
		SOAP, GLOVES, TOWELS, TISSUE								
PROJECT#:		062511								
1657		10/20 AP		03/24/20	0000000	MENARDS-CEDAR FALLS	27.35			04/02/20
		DISPENSER FOR SANITIZER REFILL								
PROJECT#:		062506								
1610		10/20 AP		03/18/20	0000000	MARTIN BROS.DISTRIBUTING	71.03			04/02/20
		DISINFECTANT								
PROJECT#:		062511								
1610		10/20 AP		03/18/20	0000000	MARTIN BROS.DISTRIBUTING	325.24			04/02/20
		DISINFECTANT, SOAP, TISSUE, TOWELS, EXTRACTOR SHAMPOO								
PROJECT#:		062501								
1575		10/20 AP		03/16/20	0000000	MARTIN BROS.DISTRIBUTING	55.37			04/02/20
		SOAP, TISSUE, TOWELS, KLEENE								

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-6616-446.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES							continued			
PROJECT#:		062506								
1575		10/20 AP		03/16/20	0000000	MARTIN BROS.DISTRIBUTING	55.37			04/02/20
		SOAP, TISSUE, TOWELS, KLEENE								
PROJECT#:		062507								
1575		10/20 AP		03/16/20	0000000	MARTIN BROS.DISTRIBUTING	55.37			04/02/20
		SOAP, TISSUE, TOWELS, KLEENE								
PROJECT#:		062501								
1575		10/20 AP		03/16/20	0000000	MARTIN BROS.DISTRIBUTING	55.37			04/02/20
		SOAP, TISSUE, TOWELS, KLEENE								
PROJECT#:		062503								
1555		10/20 AP		03/12/20	0000000	MARTIN BROS.DISTRIBUTING	557.16			04/02/20
		DISINFECTANT, SANITIZER, CLOROX, SOAP, TISSUE, TOWELS								
PROJECT#:		062501								
1555		10/20 AP		03/12/20	0000000	MARTIN BROS.DISTRIBUTING	65.58			04/02/20
		DISINFECTANT, SANITIZER, CLOROX, SOAP, TISSUE, TOWELS								
PROJECT#:		062506								
1555		10/20 AP		03/12/20	0000000	MARTIN BROS.DISTRIBUTING	188.16			04/02/20
		DISINFECTANT, SANITIZER, CLOROX, SOAP, TISSUE, TOWELS								
PROJECT#:		062507								
1555		10/20 AP		03/12/20	0000000	MARTIN BROS.DISTRIBUTING	124.80			04/02/20
		DISINFECTANT, SANITIZER, CLOROX, SOAP, TISSUE, TOWELS								
PROJECT#:		062510								
1626		10/20 AP		03/10/20	0000000	CHEMSEARCH	438.50			04/02/20
		DISINFECTANT								
PROJECT#:		062507								
1610		10/20 AP		02/29/20	0000000	NAPA AUTO PARTS	426.58			04/02/20
		PARTS AND EXPENSES FEB'20								
ACCOUNT TOTAL							2,672.18	.00		2,672.18
101-6616-446.73-06 OTHER SUPPLIES / BUILDING REPAIR										
1657		10/20 AP		03/24/20	0000000	ECHO GROUP, INC.	79.70			04/02/20
		LABELS								
PROJECT#:		062506								
1626		10/20 AP		03/23/20	0000000	O'DONNELL ACE HARDWARE	23.57			04/02/20
		DRILL BITS, SCREWS								
PROJECT#:		062507								
1626		10/20 AP		03/20/20	0000000	JOHNSTONE SUPPLY OF WATERLOO	293.46			04/02/20
		BLOWER FAN/HVAC REPAIR								
PROJECT#:		062506								
1626		10/20 AP		03/20/20	0000000	MENARDS-CEDAR FALLS	91.32			04/02/20
		DUSTING TOOLS								
PROJECT#:		062507								
1626		10/20 AP		03/20/20	0000000	O'DONNELL ACE HARDWARE	30.15			04/02/20
		SCREWS, BUNGEE CORS, BITS								
PROJECT#:		062507								
1626		10/20 AP		03/20/20	0000000	O'DONNELL ACE HARDWARE	5.79			04/02/20
		SCREWS								

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-6616-446.73-06 OTHER SUPPLIES / BUILDING REPAIR						continued				
PROJECT#: 062507										
1626		10/20	AP	03/18/20	0000000	JOHNSTONE SUPPLY OF WATERLOO	4.09			04/02/20
CAPACITOR/HVAC REPAIR										
PROJECT#: 062506										
1626		10/20	AP	03/16/20	0000000	ECHO GROUP, INC.	324.96			04/02/20
LIGHTING CONTROLLER										
PROJECT#: 062506										
1626		10/20	AP	03/16/20	0000000	IOWA PRISON INDUSTRIES	234.43			04/02/20
FILTERS										
PROJECT#: 062507										
1626		10/20	AP	03/16/20	0000000	MENARDS-CEDAR FALLS	78.30			04/02/20
DOOR WEDGES										
PROJECT#: 062506										
1626		10/20	AP	03/16/20	0000000	MENARDS-CEDAR FALLS	3.69			04/02/20
GROMMET										
PROJECT#: 062507										
1575		10/20	AP	03/13/20	0000000	O'DONNELL ACE HARDWARE	13.38			04/02/20
AIR NOZZLE										
PROJECT#: 062507										
1575		10/20	AP	03/13/20	0000000	WILSON RESTAURANT SUPPLY, INC	99.99			04/02/20
ICE MAKER WATER FILTER										
PROJECT#: 062507										
1610		10/20	AP	03/13/20	0000000	POLK'S LOCK SERVICE, INC.	3.74			04/02/20
KEYS										
PROJECT#: 062510										
1610		10/20	AP	03/12/20	0000000	POLK'S LOCK SERVICE, INC.	65.00			04/02/20
RE KEY LOCK										
PROJECT#: 062510										
1555		10/20	AP	03/11/20	0000000	O'DONNELL ACE HARDWARE	28.68			04/02/20
PLIERS, DRILL BITS										
PROJECT#: 062506										
1575		10/20	AP	03/11/20	0000000	MENARDS-CEDAR FALLS	27.93			04/02/20
PLUMBING REPAIR PARTS										
PROJECT#: 062515										
1575		10/20	AP	03/10/20	0000000	INTERSTATE ALL BATTERY CENTER	159.16			04/02/20
BATTERIES										
PROJECT#: 062506										
1555		10/20	AP	03/09/20	0000000	O'DONNELL ACE HARDWARE	20.07			04/02/20
VALVE,WAX RING-TOILET REP										
PROJECT#: 062516										
1575		10/20	AP	03/05/20	0000000	LAWSON PRODUCTS, INC.	162.20			04/02/20
SCREWS, WASHERS,NUTS,DRILL										
PROJECT#: 062506										
1555		10/20	AP	03/03/20	0000000	SHERWIN-WILLIAMS COMPANY	80.74			04/02/20
PAINT										
PROJECT#: 062507										
ACCOUNT TOTAL							1,830.35	0.00		1,830.35

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-6616-446.81-08						PROFESSIONAL SERVICES / PEST CONTROL				
1626		10/20 AP		03/15/20	0000000	PLUNKETT'S PEST CONTROL, INC	89.50			04/02/20
		PROJECT#:		062507						
1610		10/20 AP		03/13/20	0000000	PLUNKETT'S PEST CONTROL, INC	25.00			04/02/20
		PROJECT#:		062505						
1555		10/20 AP		03/04/20	0000000	PLUNKETT'S PEST CONTROL, INC	15.00			04/02/20
		PROJECT#:		062510						
1555		10/20 AP		03/04/20	0000000	PLUNKETT'S PEST CONTROL, INC	15.00			04/02/20
		PROJECT#:		062510						
		ACCOUNT TOTAL					144.50	.00		144.50
101-6616-446.86-02 REPAIR & MAINTENANCE / BUILDINGS & GROUNDS										
1652		10/20 AP		03/26/20	0000000	CITY LAUNDERING CO.	40.00			04/02/20
		PROJECT#:		062506						
1626		10/20 AP		03/23/20	0000000	PLUMB TECH INC,	212.60			04/02/20
		PROJECT#:		062506						
1652		10/20 AP		03/23/20	0000000	PLUMB TECH INC,	197.61			04/02/20
		PROJECT#:		062516						
1652		10/20 AP		03/13/20	0000000	CHRISTIE DOOR COMPANY	562.74			04/02/20
		PROJECT#:		062506						
1555		10/20 AP		03/12/20	0000000	CITY LAUNDERING CO.	40.00			04/02/20
		PROJECT#:		062506						
1555		10/20 AP		03/10/20	0000000	CITY LAUNDERING CO.	30.00			04/02/20
		PROJECT#:		062501						
1626		10/20 AP		03/03/20	0000000	AIRE SERV.OF THE CEDAR VALLEY	799.04			04/02/20
		PROJECT#:		062501						
		ACCOUNT TOTAL					1,881.99	.00		1,881.99
101-6623-423.86-01 REPAIR & MAINTENANCE / REPAIR & MAINTENANCE										
1657		10/20 AP		03/20/20	0000000	TESTAMERICA LABORATORIES, INC	21.00			04/02/20
		PROJECT#:		062501						
		ACCOUNT TOTAL					21.00	.00		21.00



GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-6625-432.72-17						OPERATING SUPPLIES / UNIFORMS				
1571		10/20 AP		03/17/20	0000000	SERVICEWEAR APPAREL, INC. POLOS, JACKET-J.FITCH	103.78			04/02/20
						ACCOUNT TOTAL	103.78	0.00	103.78	
101-6625-432.72-18 OPERATING SUPPLIES / SURVEYING										
1571		10/20 AP		03/10/20	0000000	PRECISION MIDWEST, LTD. GPS SURVEY EQUIPMENT CLEAN & CALIBRATION	495.00			04/02/20
						ACCOUNT TOTAL	495.00	0.00	495.00	
101-6625-432.72-60 OPERATING SUPPLIES / SAFETY SUPPLIES										
1569		10/20 AP		03/04/20	0000000	CINTAS FIRST AID & SAFETY	29.83			04/02/20
1569		10/20 AP		03/04/20	0000000	RESTOCK FIRST AID CABINET THOMPSON SHOES SAFETY SHOES-N ERICKSON P.O. 56483	160.00			04/02/20
						ACCOUNT TOTAL	189.83	0.00	189.83	
101-6625-432.81-44 PROFESSIONAL SERVICES / USGS RIVER GAUGE										
1571		10/20 AP		02/24/20	0000000	MIDAMERICAN ENERGY FINCHFORD RIVER GAUGE 1/23/20-2/24/20	10.30			04/02/20
						ACCOUNT TOTAL	10.30	0.00	10.30	
101-6633-423.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES										
1657		10/20 AP		03/27/20	0000000	O'DONNELL ACE HARDWARE	22.68			04/02/20
1652		10/20 AP		03/26/20	0000000	CLEANING SUPPLIES TOURNIER MFG. INC. FLOOD TRAILER #2189 FA VM00609	5,980.00			04/02/20
1657		10/20 AP		03/20/20	0000000	CAMPBELL SUPPLY WATERLOO GENERATOR (REPLACEMENT FOR STOLEN ONE)	1,103.53			04/02/20
1610		10/20 AP		03/18/20	0000000	BUILDERS SELECT LLC	31.99			04/02/20
1610		10/20 AP		03/18/20	0000000	LAG SCREWS -BENCH REPAIRS BUILDERS SELECT LLC	25.99			04/02/20
1610		10/20 AP		03/18/20	0000000	LAG SCREWS -BENCH REPAIRS BUILDERS SELECT LLC		25.99		04/02/20
1610		10/20 AP		03/18/20	0000000	LAG SCREWS -CREDIT RETURN O'DONNELL ACE HARDWARE	7.17			04/02/20
1610		10/20 AP		03/16/20	0000000	CHAIN SECTION BUILDERS SELECT LLC	87.78			04/02/20
1610		10/20 AP		03/16/20	0000000	LUMBER POLK'S LOCK SERVICE, INC.	10.00			04/02/20
1657		10/20 AP		03/16/20	0000000	DUPLICATE KEYS MENARDS-CEDAR FALLS	23.70			04/02/20

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 101 GENERAL FUND										
101-6633-423.72-01						OPERATING SUPPLIES / OPERATING SUPPLIES				continued
						NUTS, BOLTS, WASHERS				
1555				10/20	AP 03/05/20 0000000	DIAMOND VOGEL PAINT - #52	59.66			04/02/20
						CLEAR SATIN - ETERNAL				
1555				10/20	AP 03/04/20 0000000	DIAMOND VOGEL PAINT - #52	46.77			04/02/20
						BRUSHES,PUTTY - ETERNAL				
1610				10/20	AP 02/29/20 0000000	NAPA AUTO PARTS	320.00			04/02/20
						PARTS AND EXPENSES FEB'20				
1569				10/20	AP 02/11/20 0000000	SERVICEWEAR APPAREL, INC.		2.00		04/02/20
						MISC CREDIT ITEMS RETURNED				
1569				10/20	AP 02/05/20 0000000	SERVICEWEAR APPAREL, INC.		104.60		04/02/20
						RETURNED POLOS,JACKET				
1569				10/20	AP 01/16/20 0000000	SERVICEWEAR APPAREL, INC.		48.52		04/02/20
						POLOS RETURNED				
1569				10/20	AP 11/08/19 0000000	SERVICEWEAR APPAREL, INC.	155.12			04/02/20
						POLOS,JACKET				
						ACCOUNT TOTAL	7,874.39	181.11		7,693.28
101-6633-423.83-06 TRANSPORTATION&EDUCATION / EDUCATION										
1652				10/20	AP 03/11/20 0000000	IOWA STATE UNIVERSITY	405.00			04/02/20
						REGISTRATION,EXVACATION				
						ACCOUNT TOTAL	405.00	0.00		405.00
101-6633-423.86-01 REPAIR & MAINTENANCE / REPAIR & MAINTENANCE										
1610				10/20	AP 03/13/20 0000000	COOLEY PUMPING, LLC	105.00			04/02/20
						PORTA POTTY - EL DORADO				
						ACCOUNT TOTAL	105.00	0.00		105.00
						FUND TOTAL	230,772.31	4,208.63		226,563.68
FUND 203 TAX INCREMENT FINANCING										
FUND 206 STREET CONSTRUCTION FUND										
206-6637-436.72-16						OPERATING SUPPLIES / TOOLS				
1555				10/20	AP 03/06/20 0000000	MENARDS-CEDAR FALLS	138.31			04/02/20
						TAPCON,BLADE,DRIVE BIT,				
						SCREW				
						ACCOUNT TOTAL	138.31	0.00		138.31
206-6637-436.72-57 OPERATING SUPPLIES / ICE CONTROL										
1610				10/20	AP 03/16/20 0000000	MENARDS-CEDAR FALLS	58.49			04/02/20
						MAILBOX - REPAIRS				
1575				10/20	AP 03/13/20 0000000	O'DONNELL ACE HARDWARE	8.69			04/02/20

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT
FUND 206 STREET CONSTRUCTION FUND									
206-6637-436.72-57 OPERATING SUPPLIES / ICE CONTROL						continued			
						GRASS SEED-REPAIRS CAUSED BY SNOW PLOWS			
1575		10/20 AP		03/11/20	0000000	MENARDS-CEDAR FALLS	90.09		04/02/20
						POST FOR MAILBOXES			
1555		10/20 AP		03/05/20	0000000	CARGILL, INC.	4,056.29		04/02/20
						ROAD SALT			
1555		10/20 AP		03/04/20	0000000	CARGILL, INC.	12,106.72		04/02/20
						ROAD SALT			
1610		10/20 AP		02/29/20	0000000	NAPA AUTO PARTS	906.61		04/02/20
						PARTS AND EXPENSES FEB'20			
ACCOUNT TOTAL							17,226.89	.00	17,226.89
206-6637-436.73-32 OTHER SUPPLIES / STREETS									
1657		10/20 AP		03/30/20	0000000	CALL-EM-ALL	180.00		04/02/20
						CALL-EM-ALL RENEW 1 YEAR			
1575		10/20 AP		03/14/20	0000000	ASPRO, INC.	932.40		04/02/20
						COLD MIX ASPHALT PATCH			
1610		10/20 AP		02/29/20	0000000	NAPA AUTO PARTS	243.98		04/02/20
						PARTS AND EXPENSES FEB'20			
ACCOUNT TOTAL							1,356.38	.00	1,356.38
206-6637-436.73-37 OTHER SUPPLIES / CRACK SEALING									
1555		10/20 AP		03/05/20	0000000	LOGAN CONTRACTORS SUPPLY, INC.	16,128.00		04/02/20
						CRACK SEALANT			
ACCOUNT TOTAL							16,128.00	.00	16,128.00
206-6637-436.83-06 TRANSPORTATION&EDUCATION / EDUCATION									
1652		10/20 AP		03/11/20	0000000	IOWA STATE UNIVERSITY	405.00		04/02/20
						REGISTRATION, EXVACATION SAFETY COURSE			
ACCOUNT TOTAL							405.00	.00	405.00
206-6637-436.92-01 STRUCTURE IMPROV & BLDGS / STRUCTURE IMPROV & BLDGS									
1653		10/20 AP		03/31/20	0000000	FOTH INFRASTRUCTURE & ENVIRON	193.00		04/02/20
						3211-TRAFFIC CNT-UNIV.AVE SERVICES THRU 12/31/19			
		PROJECT#:		023211					
1653		10/20 AP		03/31/20	0000000	FOTH INFRASTRUCTURE & ENVIRON	380.50		04/02/20
						3211-TRAFFIC CNT-UNIV.AVE SERVICES THRU 01/31/20			
		PROJECT#:		023211					
ACCOUNT TOTAL							573.50	.00	573.50

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	---TRANSACTION--- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 206 STREET CONSTRUCTION FUND									
206-6647-436.72-01						OPERATING SUPPLIES / OPERATING SUPPLIES			
1626		10/20 AP		03/17/20	0000000	ECHO GROUP, INC.	68.08		04/02/20
						ELECTRICAL TAPE			
1626		10/20 AP		03/16/20	0000000	ECHO GROUP, INC.	54.77		04/02/20
						GLOVES/TESTER			
1575		10/20 AP		03/10/20	0000000	ECHO GROUP, INC.	25.51		04/02/20
						ELECTRICAL PARTS			
1575		10/20 AP		03/10/20	0000000	O'DONNELL ACE HARDWARE	16.67		04/02/20
						KNIFE BLADES - HARDWARE			
1575		10/20 AP		03/05/20	0000000	LAWSON PRODUCTS, INC.	162.20		04/02/20
						SCREWS, WASHERS, NUTS, DRILL SCREWS			
						ACCOUNT TOTAL	327.23	.00	327.23
206-6647-436.73-12 OTHER SUPPLIES / TRAFFIC SIGNALS									
1626		10/20 AP		03/10/20	0000000	ECHO GROUP, INC.	195.37		04/02/20
						WIRE FOR TRAFFIC SIGNALS			
						ACCOUNT TOTAL	195.37	.00	195.37
206-6647-436.92-01 STRUCTURE IMPROV & BLDGS / STRUCTURE IMPROV & BLDGS									
1657		10/20 AP		03/24/20	0000000	MOBOTREX, INC	5,568.00		04/02/20
						CONFLICT MONITORS			
						ACCOUNT TOTAL	5,568.00	.00	5,568.00
						FUND TOTAL	41,918.68	.00	41,918.68
FUND 215 HOSPITAL FUND									
215-1230-421.88-45						OUTSIDE AGENCIES / COMMUNITY HEALTH CARE PR.			
1569		10/20 AP		03/17/20	0000000	NAMI OF BLACK HAWK COUNTY	2,000.00		04/02/20
						HTFB:MENTAL ILLNESS GRANT			
						ACCOUNT TOTAL	2,000.00	.00	2,000.00
						FUND TOTAL	2,000.00	.00	2,000.00
FUND 216 POLICE BLOCK GRANT FUND									
FUND 217 SECTION 8 HOUSING FUND									

GROUP	PO	ACCTG	----TRANSACTION----			DESCRIPTION	DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER			BALANCE	
								POST DT ----	
FUND 223 COMMUNITY BLOCK GRANT									
223-2224-432.81-01						PROFESSIONAL SERVICES / PROFESSIONAL SERVICES			
1573		10/20 AP	02/29/20	0000000		IOWA NORTHLAND REGIONAL CO. O	305.53		04/02/20
						ENTITLEMENT AGENCY AWARD			
1573		10/20 AP	02/29/20	0000000		IOWA NORTHLAND REGIONAL CO. O	204.59		04/02/20
						ENTITLEMENT SEWER LINING			
1573		10/20 AP	02/29/20	0000000		IOWA NORTHLAND REGIONAL CO. O	1,302.88		04/02/20
						ENTITLEMENT DB SIDEWALKS			
						ACCOUNT TOTAL	1,813.00	.00	1,813.00
223-2234-432.81-01						PROFESSIONAL SERVICES / PROFESSIONAL SERVICES			
1573		10/20 AP	02/29/20	0000000		IOWA NORTHLAND REGIONAL CO. O	1,264.46		04/02/20
						ENTITLEMENT REHAB TA			
						ACCOUNT TOTAL	1,264.46	.00	1,264.46
223-2244-432.89-84						MISCELLANEOUS SERVICES / HOME PROGRAM			
1573		10/20 AP	02/29/20	0000000		IOWA NORTHLAND REGIONAL CO. O	118.82		04/02/20
						ENTITLEMENT HOME REHAB			
						ACCOUNT TOTAL	118.82	.00	118.82
						FUND TOTAL	3,196.28	.00	3,196.28
FUND 224 TRUST & AGENCY									
FUND 242 STREET REPAIR FUND									
242-1240-431.92-44						STRUCTURE IMPROV & BLDGS / STREET RECONSTRUCTION			
1571		10/20 AP	03/16/20	0000000		PETERSON CONTRACTORS	3,448.50		04/02/20
						PROJECT#: 3153-2019 STREET CONST.			
						PROJECT#: 023153			
						ACCOUNT TOTAL	3,448.50	.00	3,448.50
						FUND TOTAL	3,448.50	.00	3,448.50
FUND 254 CABLE TV FUND									
FUND 258 PARKING FUND									
258-5531-435.81-48						PROFESSIONAL SERVICES / CONTRACT SERVICES			
1665		10/20 AP	02/29/20	0000000		DUNCAN SOLUTIONS, INC.	4,019.32		04/02/20
						PARKING FEES-FEB-2020			
1569		10/20 AP	01/31/20	0000000		DUNCAN SOLUTIONS, INC.	4,639.98		04/02/20
						PARKING FEES-JAN-2020			
1632		09/20 AP	11/30/19	0133382		DUNCAN SOLUTIONS, INC.		5,127.80	03/26/20
						VOID-CHECK RETURNED			
						PARKING FEES-NOV 2019			

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 258 PARKING FUND									
258-5531-435.81-48 PROFESSIONAL SERVICES / CONTRACT SERVICES						continued			
1632		09/20	AP	10/31/19	0132974	DUNCAN SOLUTIONS, INC.		5,484.47	03/26/20
						PARKING FEES-OCT 2019			
						VOID-CHECK RETURNED			
						ACCOUNT TOTAL	8,659.30	10,612.27	1,952.97-
						FUND TOTAL	8,659.30	10,612.27	1,952.97-
FUND 261 TOURISM & VISITORS									
261-2291-423.72-99 OPERATING SUPPLIES / POSTAGE									
1624		10/20	AP	03/19/20	0000000	WOOLVERTON PRINTING CO.	75.00		04/02/20
						PREPARE BULK MAILING			
						CF ONLY 153 PIECES			
						PROJECT#: 032432			
						ACCOUNT TOTAL	75.00	0.00	75.00
261-2291-423.73-55 OTHER SUPPLIES / MEDIA									
1624		10/20	AP	03/31/20	0000000	MEREDITH CORPORATION	1,000.00		04/02/20
						AD MIDWEST LIVING-BEST OF			
						THE MIDWEST 2020			
1588		10/20	AP	02/29/20	0000000	ZLR IGNITION	408.75		04/02/20
						CLIENT ADMIN/MEDIA MNGMNT			
						IGNITION REPORT			
1588		10/20	AP	02/29/20	0000000	ZLR IGNITION	1,299.93		04/02/20
						FEB INSTAGRAM/FACEBOOK			
						GIRLS WEEKENED			
1588		10/20	AP	02/29/20	0000000	ZLR IGNITION	1,075.00		04/02/20
						FEB GOOGLE PD SEARCH			
1588		10/20	AP	02/29/20	0000000	ZLR IGNITION	159.00		04/02/20
						FEB TWITTER - GIRLS WKEND			
						ACCOUNT TOTAL	3,942.68	0.00	3,942.68
261-2291-423.83-04 TRANSPORTATION&EDUCATION / DUES & MEMBERSHIPS									
1588		10/20	AP	02/25/20	0000000	COMMUNITY FOUNDATION	200.00		04/02/20
						ANNUAL MEMBERSHIP			
						APR 1 2020-MAR 31 2021			
						ACCOUNT TOTAL	200.00	0.00	200.00
261-2291-423.85-20 UTILITIES / INTERNET SERVICE									
1658		10/20	AP	04/01/20	0000000	SPINUTECH WEB DESIGN, INC.	570.00		04/02/20
						APR-MAY-JUN QTRLY			
						HOST/LICENSE/SUPPORT			
						ACCOUNT TOTAL	570.00	0.00	570.00
261-2291-423.85-23 UTILITIES / BUILDING MAINTENANCE									
1588		10/20	AP	03/12/20	0000000	CITY LAUNDERING CO.	10.00		04/02/20

GROUP NBR	PO NBR	ACCTG PER	CD	DATE	---TRANSACTION--- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 261 TOURISM & VISITORS									
261-2291-423.85-23 UTILITIES / BUILDING MAINTENANCE									
BIWEEKLY MAT SERVICE									
ACCOUNT TOTAL							10.00	.00	10.00
261-2291-423.85-52 UTILITIES / TOURISM MARKETING GRANTS									
1658		10/20 AP		03/27/20	0000000	UNIV.OF NORTHERN IOWA	187.04		04/02/20
						GRANT:ROD-CON 2020			
1588		10/20 AP		01/27/20	0000000	COMMUNITY MAIN STREET	1,000.00		04/02/20
						GRANT:ARTAPALOOZA SEP'19			
ACCOUNT TOTAL							1,187.04	.00	1,187.04
FUND TOTAL							5,984.72	.00	5,984.72
FUND 262 SENIOR SERVICES & COMM CT									
FUND 291 POLICE FORFEITURE FUND									
FUND 292 POLICE RETIREMENT FUND									
FUND 293 FIRE RETIREMENT FUND									
FUND 294 LIBRARY RESERVE									
FUND 295 SOFTBALL PLAYER CAPITAL									
FUND 296 GOLF CAPITAL									
296-6623-423.92-01 STRUCTURE IMPROV & BLDGS / STRUCTURE IMPROV & BLDGS									
1626		10/20 AP		03/18/20	0000000	DICK'S PETROLEUM COMPANY	9,649.16		04/02/20
						NEW DUAL WALL FUEL TANKS			
						AT GOLF COURSE			
ACCOUNT TOTAL							9,649.16	.00	9,649.16
FUND TOTAL							9,649.16	.00	9,649.16
FUND 297 REC FACILITIES CAPITAL									
FUND 298 HEARST CAPITAL									
FUND 311 DEBT SERVICE FUND									
FUND 402 WASHINGTON PARK FUND									
FUND 404 FEMA									
404-1220-431.95-86 BOND FUND PROJECTS / CENTER STREET STREETScape									
1653		10/20 AP		03/26/20	0000000	FOTH INFRASTRUCTURE & ENVIRON	64,728.24		04/02/20
						3206-CENTER ST.COR.STRSCP			
						SERVICES THRU 01/31/20			
PROJECT#: 023206									
ACCOUNT TOTAL							64,728.24	.00	64,728.24
FUND TOTAL							64,728.24	.00	64,728.24

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 405 FLOOD RESERVE FUND										
FUND 407 VISION IOWA PROJECT										
FUND 408 STREET IMPROVEMENT FUND										
FUND 430 2004 TIF BOND										
430-1220-431.97-83						TIF BOND PROJECTS / TIF LEGAL FEES				
1665		10/20 AP		03/23/20	0000000	AHLERS AND COONEY, P.C.	164.50			04/02/20
						LGL:ANNEXATION REPRESENT.				03/11/20
ACCOUNT TOTAL							164.50	.00	164.50	
FUND TOTAL							164.50	.00	164.50	
FUND 431 2014 BOND										
FUND 432 2003 BOND										
FUND 433 2001 TIF										
FUND 434 2000 BOND										
FUND 435 1999 TIF										
FUND 436 2012 BOND										
436-1220-431.94-83						CAPITAL PROJECTS / WEST 1ST STREET				
1571		10/20 AP		03/23/20	0000000	TERRACON CONSULTANTS, INC.	7,325.00			04/02/20
						3118-W.1ST ST. RECONST.				02/02/20-03/21/20
PROJECT#:					023118					
1665		10/20 AP		03/23/20	0000000	AHLERS AND COONEY, P.C.	4,006.15			04/02/20
						3118-W.1ST ST. RECONST.				02/20/20-03/19/20
PROJECT#:					023118					
1573		10/20 AP		03/11/20	0000000	VAN WYNGARDEN & ABRAHAMSON, IN	734.65			04/02/20
						3118-W.1ST ST. RECONST.				J.LOWN DEPOSITION 3/5/20
PROJECT#:					023118					
ACCOUNT TOTAL							12,065.80	.00	12,065.80	
FUND TOTAL							12,065.80	.00	12,065.80	
FUND 437 2018 BOND										
437-1220-431.98-86						CAPITAL PROJECTS / GREENHILL ROAD LIGHTING				
1571		10/20 AP		02/24/20	0000000	CEDAR FALLS UTILITIES	1,775.32			04/02/20
						3203-GREENHILL EXT LIGHT.				STREET LIGHT INSTALLED
PROJECT#:					023203					
ACCOUNT TOTAL							1,775.32	.00	1,775.32	
FUND TOTAL							1,775.32	.00	1,775.32	



GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 438 2020 BOND FUND										
FUND 439 2008 BOND FUND										
FUND 443 CAPITAL PROJECTS										
443-1220-431.98-40						CAPITAL PROJECTS / PUBLIC SAFETY BUILDING				
1678		10/20 AP		03/31/20	0000000	PETERS CONSTRUCTION CORP.	180,868.24			04/02/20
						3069-PUBLIC SAFETY BLDG.				
PROJECT#:					023069					
1573		10/20 AP		10/08/19	0000000	STOREY KENWORTHY CHAIRS	3,849.99			04/02/20
						3069-PUBLIC SAFETY BLDG.				
PROJECT#:					023069					
						ACCOUNT TOTAL	184,718.23	.00	184,718.23	
						FUND TOTAL	184,718.23	.00	184,718.23	
FUND 472 PARKADE RENOVATION										
FUND 473 SIDEWALK ASSESSMENT										
FUND 483 ECONOMIC DEVELOPMENT										
FUND 484 ECONOMIC DEVELOPMENT LAND										
FUND 541 2018 STORM WATER BONDS										
FUND 544 2008 SEWER BONDS										
FUND 545 2006 SEWER BONDS										
FUND 546 SEWER IMPROVEMENT FUND										
FUND 547 SEWER RESERVE FUND										
FUND 548 1997 SEWER BOND FUND										
FUND 549 1992 SEWER BOND FUND										
FUND 550 2000 SEWER BOND FUND										
FUND 551 REFUSE FUND										
551-6685-426.81-20						PROFESSIONAL SERVICES / HUMANE SOCIETY				
1613		10/20 AP		03/01/20	0000000	WATERLOO, CITY OF	630.00			04/02/20
						DEER DISPOSAL;2/1-2/29/20				
1613		10/20 AP		02/02/20	0000000	WATERLOO, CITY OF	194.00			04/02/20
						DEER DISPOSAL;1/1-1/31/20				
						ACCOUNT TOTAL	824.00	.00	824.00	
551-6685-436.71-01 OFFICE SUPPLIES / OFFICE SUPPLIES										
1652		10/20 AP		03/24/20	0000000	CAROLINA SOFTWARE, INC.	337.09			04/02/20
						WASTE WORKS TICKET PAPER				
						ACCOUNT TOTAL	337.09	.00	337.09	
551-6685-436.72-01 OPERATING SUPPLIES / OPERATING SUPPLIES										
1575		10/20 AP		03/11/20	0000000	MENARDS-CEDAR FALLS	30.98			04/02/20
						PARTS FOR WIRE TIER IN RECYCLING				
						ACCOUNT TOTAL	30.98	.00	30.98	

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 551 REFUSE FUND										
551-6685-436.72-60						OPERATING SUPPLIES / SAFETY SUPPLIES				
1569	10/20	AP		03/04/20	0000000	THOMPSON SHOES	160.00			04/02/20
						SAFETY SHOES-D SMITH P.O. 56487				
1569	10/20	AP		03/04/20	0000000	THOMPSON SHOES	157.25			04/02/20
						SAFETY SHOES-J BASS P.O. 56482				
1569	10/20	AP		03/04/20	0000000	THOMPSON SHOES	140.25			04/02/20
						SAFETY SHOES-S DAGIT P.O. 56489				
						ACCOUNT TOTAL	457.50	.00		457.50
551-6685-436.73-01 OTHER SUPPLIES / REPAIR & MAINT. SUPPLIES										
1652	10/20	AP		03/26/20	0000000	ACCENT WIRE	302.49			04/02/20
						WIRE TIER PARTS				
1610	10/20	AP		03/17/20	0000000	MENARDS-CEDAR FALLS	36.65			04/02/20
						ROLLOFF REPAIR				
1575	10/20	AP		03/13/20	0000000	O'DONNELL ACE HARDWARE	43.70			04/02/20
						CHAINS, BOLTS				
						ACCOUNT TOTAL	382.84	.00		382.84
551-6685-436.73-05 OTHER SUPPLIES / OPERATING EQUIPMENT										
1610	10/20	AP		02/29/20	0000000	NAPA AUTO PARTS	177.10			04/02/20
						PARTS AND EXPENSES FEB'20				
						ACCOUNT TOTAL	177.10	.00		177.10
551-6685-436.86-35 REPAIR & MAINTENANCE / SCALES										
1610	10/20	AP		03/23/20	0000000	J.A. KING & COMPANY	6,055.37			04/02/20
						NEW SCALE DISPLAY-SERVICE CALL				
1555	10/20	AP		03/12/20	0000000	J.A. KING & COMPANY	420.00			04/02/20
						ANNUAL SCALE INSPECTION				
						ACCOUNT TOTAL	6,475.37	.00		6,475.37
551-6685-436.86-36 REPAIR & MAINTENANCE / TRANSFER STATION MAINT.										
1555	10/20	AP		03/03/20	0000000	ECHO GROUP, INC.	137.48			04/02/20
						RECYCLING CENTER LIGHTING PROJECT				
						ACCOUNT TOTAL	137.48	.00		137.48
551-6685-436.86-37 REPAIR & MAINTENANCE / REFUSE CART TRACKING SW										
1610	10/20	AP		03/17/20	0000000	SIEBER CONSULTING	1,218.14			04/02/20
						ANTENNA - NEW TRUCK				
1575	10/20	AP		03/11/20	0000000	SIEBER CONSULTING	1,127.19			04/02/20
						TUNING BOX REPAIR/REPLACE				

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 551 REFUSE FUND										
551-6685-436.86-37 REPAIR & MAINTENANCE / REFUSE CART TRACKING SW						continued				
ACCOUNT TOTAL							2,345.33	.00	2,345.33	
551-6685-436.87-02 RENTALS / MATERIAL DISPOSAL/HANDLIN										
1652		10/20 AP		03/23/20	0000000	T & W GRINDING	17,500.00			04/02/20
GRINDING CONTRACT COMPOST SITE										
1610		10/20 AP		03/20/20	0000000	MIDWEST ELECTRONIC RECOVERY	1,037.90			04/02/20
ELECTRONICS DISPOSAL										
1610		10/20 AP		03/14/20	0000000	LIBERTY TIRE RECYCLING, LLC	297.80			04/02/20
TIRE RECYCLING										
1555		10/20 AP		03/04/20	0000000	MIDWEST ELECTRONIC RECOVERY	653.80			04/02/20
ELECTRONIC RECYCLING										
ACCOUNT TOTAL							19,489.50	.00	19,489.50	
FUND TOTAL							30,657.19	.00	30,657.19	
FUND 552 SEWER RENTAL FUND										
552-6655-436.73-27 OTHER SUPPLIES / IOWA ONE CALL										
1575		10/20 AP		03/12/20	0000000	IOWA ONE CALL	69.30			04/02/20
IOWA ONE CALLS FEB 2020										
ACCOUNT TOTAL							69.30	.00	69.30	
552-6655-436.92-01 STRUCTURE IMPROV & BLDGS / STRUCTURE IMPROV & BLDGS										
1631		10/20 AP		03/11/20	0000000	BLACK HAWK CO.ABSTRACT	250.00			04/02/20
3182-OAK PARK SAN.SEW EASEMENT ISSUES										
PROJECT#: 023182										
ACCOUNT TOTAL							250.00	.00	250.00	
552-6665-436.72-05 OPERATING SUPPLIES / GAS & OIL										
1651		10/20 AP		03/16/20	0000000	UNITED RENTALS (NORTH AMERICA	307.00			04/02/20
CYLINDER GAS MIX										
ACCOUNT TOTAL							307.00	.00	307.00	
552-6665-436.72-19 OPERATING SUPPLIES / PRINTING										
1631		10/20 AP		03/06/20	0000000	PARKADE PRINTER, INC.	90.52			04/02/20
PRINTING OF PADS										
ACCOUNT TOTAL							90.52	.00	90.52	

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	---TRANSACTION--- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 552 SEWER RENTAL FUND									
552-6665-436.72-26 OPERATING SUPPLIES / TESTING & LAB									
1651		10/20 AP		03/27/20	0000000	NORTH CENTRAL LABORATORIES	188.48		04/02/20
LAB SUPPLIES									
1631		10/20 AP		03/24/20	0000000	MIDLAND SCIENTIFIC, INC.	545.96		04/02/20
LAB SUPPLIES									
1631		10/20 AP		03/12/20	0000000	MIDLAND SCIENTIFIC, INC.	34.04		04/02/20
LAB SUPPLIES									
ACCOUNT TOTAL							768.48	.00	768.48
552-6665-436.72-60 OPERATING SUPPLIES / SAFETY SUPPLIES									
1651		10/20 AP		03/27/20	0000000	CINTAS FIRST AID & SAFETY	160.06		04/02/20
SAFETY SUPPLIES									
1569		10/20 AP		03/04/20	0000000	THOMPSON SHOES	160.00		04/02/20
SAFETY SHOES-R BONJOUR P.O. 56485									
ACCOUNT TOTAL							320.06	.00	320.06
552-6665-436.72-99 OPERATING SUPPLIES / POSTAGE									
1651		10/20 AP		03/28/20	0000000	UNITED PARCEL SERVICE	113.27		04/02/20
SHIPPING									
1651		10/20 AP		02/29/20	0000000	UNITED PARCEL SERVICE	40.44		04/02/20
UPS SHIPPING									
ACCOUNT TOTAL							153.71	.00	153.71
552-6665-436.73-05 OTHER SUPPLIES / OPERATING EQUIPMENT									
1631		10/20 AP		03/24/20	0000000	ARNOLD MOTOR SUPPLY	17.89		04/02/20
TRI POWER BELT									
1631		10/20 AP		03/24/20	0000000	O'DONNELL ACE HARDWARE	51.74		04/02/20
PACKAGING TAPE									
1651		10/20 AP		03/23/20	0000000	HUPP ELECTRIC MOTORS	6,987.80		04/02/20
RAW MOTOR #4									
1631		10/20 AP		03/20/20	0000000	ARNOLD MOTOR SUPPLY	9.49		04/02/20
DIELECTRIC CONN GREASE									
1631		10/20 AP		03/19/20	0000000	TRACTOR SUPPLY CO.	12.98		04/02/20
FLOOR DRY									
1631		10/20 AP		03/13/20	0000000	KANO LABORATORIES INC.	199.30		04/02/20
PENETRATING OIL									
1631		10/20 AP		03/12/20	0000000	O'DONNELL ACE HARDWARE	30.38		04/02/20
BIBB HOSE, FITTINGS									
1610		10/20 AP		02/29/20	0000000	NAPA AUTO PARTS	207.30		04/02/20
PARTS AND EXPENSES FEB'20									
ACCOUNT TOTAL							7,516.88	.00	7,516.88

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	---TRANSACTION--- NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE POST DT
FUND 552 SEWER RENTAL FUND									
552-6665-436.73-06 OTHER SUPPLIES / BUILDING REPAIR									
1631		10/20 AP		03/13/20	0000000	JOHNSTONE SUPPLY OF WATERLOO	129.36		04/02/20
						FILTERS			
1631		10/20 AP		03/11/20	0000000	O'DONNELL ACE HARDWARE	11.54		04/02/20
						BUSHINGS, THREAD SEAL TAPE			
1631		10/20 AP		03/10/20	0000000	O'DONNELL ACE HARDWARE	38.90		04/02/20
						PIPE FITTINGS			
						ACCOUNT TOTAL	179.80	.00	179.80
552-6665-436.73-36 OTHER SUPPLIES / SAN. LIFT STATION SUPP.									
1631		10/20 AP		03/25/20	0000000	O'DONNELL ACE HARDWARE	7.69		04/02/20
						BROOM			
1631		10/20 AP		03/20/20	0000000	O'DONNELL ACE HARDWARE	42.73		04/02/20
						DUST PAN, BROOM			
1631		10/20 AP		03/18/20	0000000	O'DONNELL ACE HARDWARE	37.06		04/02/20
						NUTS BOLTS, BASIN, GROMMET			
1631		10/20 AP		03/17/20	0000000	O'DONNELL ACE HARDWARE	14.77		04/02/20
						CONNECTORS-ELEC SUPPLIES			
1631		10/20 AP		03/11/20	0000000	CAMPBELL SUPPLY WATERLOO	229.00		04/02/20
						CORDLESS RECIPRICATE SAW			
1631		10/20 AP		03/11/20	0000000	GRAINGER PARTS	116.27		04/02/20
						SHOP VACUUM			
						ACCOUNT TOTAL	447.52	.00	447.52
552-6665-436.86-12 REPAIR & MAINTENANCE / TOWELS									
1631		10/20 AP		03/23/20	0000000	CITY LAUNDERING CO.	38.75		04/02/20
						MATS			
1631		10/20 AP		03/09/20	0000000	CITY LAUNDERING CO.	38.75		04/02/20
						MATS			
						ACCOUNT TOTAL	77.50	.00	77.50
552-6665-436.86-29 REPAIR & MAINTENANCE / LAB & TESTING									
1651		10/20 AP		03/27/20	0000000	TESTAMERICA LABORATORIES, INC	38.50		04/02/20
						LAB TESTS			
1631		10/20 AP		03/20/20	0000000	TESTAMERICA LABORATORIES, INC	1,361.00		04/02/20
						TEST - LAB			
						ACCOUNT TOTAL	1,399.50	.00	1,399.50
						FUND TOTAL	11,580.27	.00	11,580.27

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 553 2004 SEWER BOND										
FUND 555 STORM WATER UTILITY										
555-2230-432	92-01			STRUCTURE IMPROV & BLDGS / STRUCTURE IMPROV & BLDGS						
1571	10/20	AP		03/05/20	0000000	AECOM TECHNICAL SERVICES, INC	8,844.24			04/02/20
						3215-OLIVE ST BOX CULVERT				
						PROJECT START-02/28/20				
						PROJECT#: 023215				
ACCOUNT TOTAL							8,844.24	.00	8,844.24	
FUND TOTAL							8,844.24	.00	8,844.24	
FUND 570 SEWER ASSESSMENT										
FUND 606 DATA PROCESSING FUND										
606-1078-441.83	06			TRANSPORTATION&EDUCATION / EDUCATION						
1665	10/20	AP		03/24/20	0000000	INFO TECH RESEARCH GROUP INC	3,900.00			04/02/20
						REFERENCE SEAT-ANNUAL				
						4/29/20-4/29/21				
ACCOUNT TOTAL							3,900.00	.00	3,900.00	
606-1078-441.86-10 REPAIR & MAINTENANCE / SOFTWARE SUPPORT AGREEMTS										
1665	10/20	AP		02/19/20	0000000	WATCHGUARD VIDEO	20,100.00			04/02/20
						BODY CAMERA WARRANTY				
						RENEWAL				
ACCOUNT TOTAL							20,100.00	.00	20,100.00	
FUND TOTAL							24,000.00	.00	24,000.00	
FUND 680 HEALTH INSURANCE FUND										
FUND 681 HEALTH SEVERANCE										
FUND 682 HEALTH INSURANCE - FIRE										
FUND 685 VEHICLE MAINTENANCE FUND										
685-6698-446.72	05			OPERATING SUPPLIES / GAS & OIL						
1652	10/20	AP		03/26/20	0000000	HTP ENERGY	8,890.49			04/02/20
						DIESEL FUEL BLUFF STREET				
1652	10/20	AP		03/25/20	0000000	HTP ENERGY	8,540.23			04/02/20
						DIESEL FUEL TECHNOLOGY				
1626	10/20	AP		03/24/20	0000000	HTP ENERGY	7,528.21			04/02/20
						GASOHOL @ 1500 BLUFF				
1657	10/20	AP		03/24/20	0000000	AIRGAS USA, LLC	333.00			04/02/20
						CUTTING AND WELDING GAS				
1575	10/20	AP		03/16/20	0000000	SAM ANNIS & CO.	16.00			04/02/20
						PROPANE				
1555	10/20	AP		03/10/20	0000000	SAM ANNIS & CO.	53.60			04/02/20
						PROPANE REFILL				
1555	10/20	AP		02/29/20	0000000	AIRGAS USA, LLC	61.20			04/02/20
						WELDING AND CUTTING GAS				

GROUP	PO	ACCTG	----TRANSACTION----				DEBITS	CREDITS	CURRENT
NBR	NBR	PER.	CD	DATE	NUMBER	DESCRIPTION			BALANCE
									POST DT ----
FUND 685 VEHICLE MAINTENANCE FUND									
685-6698-446.72-05 OPERATING SUPPLIES / GAS & OIL						continued			
1610		10/20	AP	02/29/20	0000000	NAPA AUTO PARTS	11,656.76		04/02/20
						PARTS AND EXPENSES FEB'20			
ACCOUNT TOTAL							37,079.49	0.00	37,079.49
685-6698-446.72-16 OPERATING SUPPLIES / TOOLS									
1610		10/20	AP	02/29/20	0000000	NAPA AUTO PARTS	4,539.57		04/02/20
						PARTS AND EXPENSES FEB'20			
ACCOUNT TOTAL							4,539.57	0.00	4,539.57
685-6698-446.72-60 OPERATING SUPPLIES / SAFETY SUPPLIES									
1575		10/20	AP	03/03/20	0000000	SUPERIOR WELDING SUPPLY	108.94		04/02/20
						FACE SHIELD			
1610		10/20	AP	02/29/20	0000000	NAPA AUTO PARTS	159.35		04/02/20
						PARTS AND EXPENSES FEB'20			
ACCOUNT TOTAL							268.29	0.00	268.29
685-6698-446.73-04 OTHER SUPPLIES / VEHICLE SUPPLIES									
1657		10/20	AP	03/30/20	0000000	O'DONNELL ACE HARDWARE	6.69		04/02/20
						CLEANER FOR HYDRO SCREENS			
1657		10/20	AP	03/27/20	0000000	TOYNE, INC.	1,070.78		04/02/20
						MIRRORS FD502			
1626		10/20	AP	03/24/20	0000000	KELTEK INCORPORATED	758.10		04/02/20
						WIRING LIGHTS ON #622			
1626		10/20	AP	03/23/20	0000000	KELTEK INCORPORATED	1,196.65		04/02/20
						VEHICLE MOUNTS-INSPECTION			
1626		10/20	AP	03/19/20	0000000	MENARDS-CEDAR FALLS	19.08		04/02/20
						SANDING DISCS			
1626		10/20	AP	03/18/20	0000000	LAWSON PRODUCTS, INC.	962.70		04/02/20
						NUTS, SCREWS, CONNECTORS,			
						FUSES, WIRE, WASHERS, BITS			
1610		10/20	AP	03/17/20	0000000	KELTEK INCORPORATED	155.04		04/02/20
						WARNING LIGHTS ON #297			
1575		10/20	AP	03/10/20	0000000	STAINLESS PLUS, INC.	105.34		04/02/20
						STAINLESS STEEL -PORTABLE			
						TANK STORAGE- PS BLDG.			
1575		10/20	AP	03/05/20	0000000	LAWSON PRODUCTS, INC.	969.89		04/02/20
						FUSE, WASHERS, CONN, DRILL			
						BITS, COUPLER, WIRE			
1610		10/20	AP	02/29/20	0000000	NAPA AUTO PARTS	37,353.99		04/02/20
						PARTS AND EXPENSES FEB'20			
1555		10/20	AP	02/14/20	0000000	HOTSY EQUIPMENT COMPANY	105.16		04/02/20
						CHAIN & SPROCKET-PART CLN			
ACCOUNT TOTAL							42,703.42	0.00	42,703.42

GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 685 VEHICLE MAINTENANCE FUND										
685-6698-446.86-12 REPAIR & MAINTENANCE / TOWELS										
1652		10/20 AP		03/26/20	0000000	CITY LAUNDERING CO.	35.00			04/02/20
		SHOP TOWELS								
1555		10/20 AP		03/12/20	0000000	CITY LAUNDERING CO.	35.00			04/02/20
		SHOP TOWELS								
ACCOUNT TOTAL							70.00	.00		70.00
685-6698-446.87-08 RENTALS / WORK BY OUTSIDE AGENCY										
1626		10/20 AP		03/19/20	0000000	KAY, PHILIP R.	38.00			04/02/20
		CALIBRATED TORQUE WRENCH								
1555		10/20 AP		03/05/20	0000000	WITHAM AUTO CENTERS	104.16			04/02/20
		ALIGNMENT PD15								
ACCOUNT TOTAL							142.16	.00		142.16
685-6698-446.93-01 EQUIPMENT / EQUIPMENT										
1652		10/20 AP		03/26/20	0000000	SIGNS BY TOMORROW	1,330.50			04/02/20
		DECALS FOR NEW SQUADS PD17 AND PD20								
1610		10/20 AP		03/18/20	0000000	STIVERS FORD, INC.	33,812.00			04/02/20
		2020 FORD EXPLORER PD#11 FA VM 00608								
1610		10/20 AP		03/18/20	0000000	STIVERS FORD, INC.	33,812.00			04/02/20
		2020 FORD EXPLORER PD#17 FA VM00607								
1610		10/20 AP		03/18/20	0000000	STIVERS FORD, INC.	33,812.00			04/02/20
		2020 FORD EXPLORER PD#20 FA VM00606								
1575		10/20 AP		03/11/20	0000000	PRECISE MRM LLC	600.90			04/02/20
		GPS #297, #293								
ACCOUNT TOTAL							103,367.40	.00		103,367.40
FUND TOTAL							188,170.33	.00		188,170.33
FUND 686 PAYROLL FUND										
FUND 687 WORKERS COMPENSATION FUND										
FUND 688 LTD INSURANCE FUND										
FUND 689 LIABILITY INSURANCE FUND										
689-1902-457.51-05 INSURANCE / LIABILITY INSURANCE										
1665		10/20 AP		03/23/20	0000000	ARTHUR J. GALLAGHER RISK MGMT	36,000.00			04/02/20
		ANNUAL BROKER FEE EFFECTIVE DATE 3/1/20								
1569		10/20 AP		03/18/20	0000000	FRIEDEMANN GOLDBERG LLP	832.00			04/02/20
		LGL:J BALIK 02/12/20-2/28/20								
1665		10/20 AP		01/31/20	0000000	RYDELL CHEVROLET, INC.	2,187.41			04/02/20
		COLLISION PD12								
ACCOUNT TOTAL							39,019.41	.00		39,019.41



PREPARED 04/02/2020, 12:03:14  
 PROGRAM GM360L  
 CITY OF CEDAR FALLS

ACCOUNT ACTIVITY LISTING

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GROUP NBR	PO NBR	ACCTG PER.	CD	DATE	TRANSACTION NUMBER	DESCRIPTION	DEBITS	CREDITS	CURRENT BALANCE	POST DT
FUND 689						LIABILITY INSURANCE FUND				
						FUND TOTAL	39,019.41	0.00	39,019.41	
FUND 724						TRUST & AGENCY				
FUND 727						GREENWOOD CEMETERY P-CARE				
FUND 728						FAIRVIEW CEMETERY P-CARE				
FUND 729						HILLSIDE CEMETERY P-CARE				
FUND 790						FLOOD LEVY				
						GRAND TOTAL	871,352.48	14,820.90	856,531.58	