

MEETING OF STANDING COMMITTEES

Community Center

June 6, 2022

The meeting of Standing Committees met at the Community Center at 5:20 p.m. on June 6, 2022, with the following Committee persons in attendance: Councilmembers Susan deBuhr, Daryl Kruse, Simon Harding, Dustin Ganfield, Dave Sires, and Kelly Dunn. Absent: Gil Schultz. Staff members from all City Departments and members of the community attended in person.

Committee of the Whole:

Mayor Pro-tem Harding called the meeting to order and introduced the first item on the Committee of the Whole agenda, City Council Training Update. City Attorney Kevin Rogers introduced Ahlers & Cooney Law Firm representatives Mike Galloway and Maria Brownell. Ms. Brownell explained the role of the Mayor, City Council, and City Administrator and structure of government. She spoke about best practices and options, how to work effectively as a unit, IE: goal setting. Ms. Brownell defined conflicts of interest and provided code and policy, guidelines, exceptions, and examples; Councilmembers Ganfield, Kruse and Harding requested clarification on general versus specific definition of conflict, Ms. Brownell clarified as personal or unique to the individual who would benefit from the action; Mr. Galloway recommended contacting the City Attorney if an opinion is needed. Ms. Brownell defined ex-parte communication and its role in Council functions and examples; Councilmembers Harding and deBuhr asked about speaking with the public regarding rezoning items and receipt of public input; Ms. Brownell clarified point in rezoning process and stated acknowledgement of receipt and intent to forward to the City Clerk for consideration at time of item action. Ms. Brownell defined the intent of open meetings, defined a meeting, minute requirements, public notice requirements; Mr. Galloway reviewed closed session exceptions and notice and when a closed session is legal and appropriate, IE: personnel matters; Ms. Brownell reviewed general rules of conduct at meetings. She gave examples of open meeting violations and penalties.

Administration Committee:

Chair Dunn moved to the first item on the agenda under Administration Committee, Grow Cedar Valley Update and introduced Grow Cedar Valley CEO Cary Darrah. Ms. Darrah gave opening remarks and shared the mission of Grow Cedar Valley; she introduced Vice President of Economic Development, Lisa Skubal. Ms. Skubal gave a marketing and business growth report including: communication with the Netherlands for leads; a focus on domestic outreach; participation in site selector's guild partnership program; opportunities and projects in the community; and manufacturing initiatives. She gave an overview of the current Cedar Valley magazine, focused on talent, retention, and recruitment, and the collaboration with Livability Media for a new annual publication which will be free and distributed throughout the region and available digitally. Ms. Skubal spoke about family-friendly newcomer events to help individuals new to the community. She provided information on additional benefits of investment in Grow Cedar Valley. Councilmembers Sires asked how many new businesses have been brought to Cedar Falls in the last couple of years; Ms. Skubal responded several leads but no businesses.

Chair Dunn moved to the second item on the agenda under the Administration Committee, FY2023 Cash Management Report and introduced Controller/City Treasurer Lisa Roeding. Ms. Roeding summarized the report including investments and rates of return, cash reserves, a snapshot of the City's financial position, and capital expenditures. She noted that for FY2023 the City will monitor cash reserves due to the rollback and State backfill phase-out and monitor the national and local economy due to inflation, supply chain issues, labor rates, etc. Councilmember Sires asked about excess funds and hospital funds; Ms. Roeding gave Mr. Sires the data requested and directed him to the location in the report. Ms. Roeding requested a motion to approve the FY2023 Cash Management Report. Chair Dunn asked for a motion; Councilmember deBuhr motioned; Councilmember Harding seconded. Following point of order discussion on the motion, it was amended to recommend approval of the FY2023 Cash Management Report. Chair Dunn asked for the motion; Councilmember deBuhr so moved; Councilmember Harding seconded. Motion carried unanimously.

Chair Dunn requested a motion to adjourn. Councilmember Ganfield so moved; Councilmember Harding seconded. Motion carried unanimously. Meeting adjourned at 6:47 p.m.

Minutes by Katie Terhune, Administrative Assistant