



**AGENDA  
CITY OF CEDAR FALLS, IOWA  
STANDING COMMITTEE MEETING  
MONDAY, OCTOBER 17, 2022  
5:55 PM AT COMMUNITY CENTER, 528 MAIN STREET**

---

*Committee meetings will begin at the time noted above with succeeding Committee meetings starting immediately following the conclusion of the previous meeting. Time periods for individual topics represent an estimate and is based on the time of completion of the previous Committee topic.*

**Call to Order**

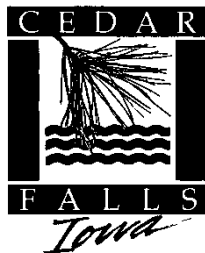
**Roll Call**

**Finance & Business Operations Committee**

1. Human Rights Commission Annual Report.  
(20 Minutes, HRC Chair Eashaan Vajpeyi)
2. Council Meeting Procedures – Order of Agenda (Rule 3.1) and Miscellaneous Administrative Corrections.  
(15 Minutes)

**Committee of the Whole**

1. UNI Dome Fundraising.  
(20 Minutes, University of Northern Iowa Associate Athletic Director for External Affairs Jamar Thompson and Director of Athletics David Harris)



## DEPARTMENT OF FINANCE &amp; BUSINESS OPERATIONS

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

---

**MEMORANDUM**

**TO:** Mayor Green and City Council Members

**FROM:** Bailey Schindel, Human Resources Manager/Human Rights Liaison

**DATE:** October 10, 2022

**SUBJECT:** Receive & File FY22 Human Rights Commission Annual Report

Attached for your review is the Cedar Falls Human Rights Commission's Fiscal Year 2022 Annual Report. Human Rights Commissioners will be in attendance at the October 17, Committee Meeting to briefly review the highlights of the report, and be available for any questions you may have.

The Commission asks that the FY22 Annual Report be received and filed at the October 17, 2022, City Council Meeting. If you have questions prior to the meeting, please feel free to contact me at 319-268-5531 or [bailey.schindel@cedarfalls.com](mailto:bailey.schindel@cedarfalls.com).

cc: Human Rights Commission

# CITY OF CEDAR FALLS, IA



# **HUMAN RIGHTS COMMISSION**

# **FY2022 ANNUAL REPORT**

## **TABLE OF CONTENTS**

NARRATIVE SUMMARY	3
MISSION, PHILOSOPHY, COMMITMENT & RESPONSIBILITIES	3-4
COMMITTEE INFORMATION	4-5
CONCERN INFORMATION	6
ANNUAL BUDGET	6
TRAINING/CONFERENCES/EVENTS	6-7
COMMISSIONERS	7
SUPPORT STAFF	7
CONTACT INFORMATION	7-8

## **NARRATIVE SUMMARY**

During FY22 (July 1, 2021 - June 30, 2022) the Cedar Falls Human Rights Commission continued to shift away from work in fact-finding and investigations to more focused work in education, advocacy, outreach and communication. The CFHRC worked to improve the productivity, effectiveness and public image of the Human Rights Commission. A total of 14 meetings were held by the CFHRC, including one work session with city council in July 2021. Commissioner Sonja Bock joined the CFHRC in November of 2021 bringing the total number of members to eight. The local ordinance was revised in February 2022 to increase the Commission membership size from nine to eleven members. Significant recruitment efforts were made throughout the year.

The CFHRC completed substantial preparations for and work on restructuring committees, CFHRC website design and layout, a concern intake form, and concern response guidelines. The Commission now has a foundation in place to provide timely responses to concerns from the public. Work continues with City IT staff support in the launch of the concern form and updated website. The Commission also improved outreach and promotional efforts through increased social media use. An annual calendar was also prepared to assist in this effort by topic matter and city council proclamation guidance.

Throughout the year commissioners participated in and even hosted a variety of diversity and human rights-related activities. These activities included: participating in book studies through UNI Quest (Cultivating Justice), hosting a genealogy event for African American Heritage Month, publicly recognizing multiple local women during Women's History Month, hosting a new member recruitment event, and participating in a Juneteenth informational event.

The CFHRC completed and presented the annual report for FY21 in April 2022. The commission did not hold an annual retreat but plans to in FY23 upon filling all vacant commission seats.

## **MISSION STATEMENT**

The Cedar Falls Human Rights Commission protects Human Rights and promotes Diversity and Equity for ALL through Advocacy, Education and Outreach.

## **PHILOSOPHY**

The Cedar Falls Human Rights Commission is committed to:

1. Providing guidance and resources on the laws regarding discrimination as provided in the State Code of Iowa and City of Cedar Falls Code of Ordinances.
2. Studying and attempting to eliminate discrimination in Cedar Falls.
3. Cooperating with state and federal agencies in law enforcement activities and developing civil rights educational programs.
4. Providing a pro-active approach to the education of the community, employers and employees on human rights issues, including support for local organizations.

## **PRIMARY COMMITMENT**

The Commission is concerned primarily with long-term goals and ways by which those goals are to be achieved. The Commission should establish objectives within its areas of responsibility and then focus on the desired results. There are two overriding questions that commission members should continually be asking themselves:

1. Are we working to achieve our mission on behalf of the community?
2. Given new information, new wisdom, and new possibilities, what should we strive to accomplish for whom and at what cost in the next year? The next five years?

## **PRINCIPAL RESPONSIBILITIES**

The principal responsibilities of the Cedar Falls Human Rights Commission include the following:

1. To advocate for and improve the position of human rights within the community.
2. To establish policies that provide direction for the city, reflect the values of the commission, and comply with applicable federal, state, and local laws and regulations.
3. To establish the long-range vision required to meet local community needs.
4. To plan actively for the future of the commission.
5. To provide spending suggestions to city personnel.

## **COMMITTEE INFORMATION AND RESPONSIBILITIES**

The Chairperson of the CFHRC serves as an ex-officio member to all the subcommittees approved by the CFHRC.

1. Education (members on committee: Beranek, Bock)
  - a. Purpose
    - i. Keep the HRC up to date on current state of the law and HRC relevant events / news
    - ii. Orient new members to the commission
    - iii. Educate commission members on topics relevant to its mission
  - b. Goals
    - i. Make new membership more seamless
    - ii. Make members more comfortable with their knowledge and skill level
  - c. Tasks
    - i. Conduct internal trainings on topics other than complaint process
    - ii. Conduct new member orientations and create relevant materials
2. Outreach (members on committee: Heston, Kivett, Luvert)
  - a. Purpose
    - i. Listen to the community
    - ii. Promote the HRC and our work
  - b. Goals
    - i. Increase awareness of the HRC in the community and what we do
    - ii. Be a listener to community concerns and issues
    - iii. Collaborate with ally groups

- c. Tasks
  - i. Coordinate public event participation
  - ii. Create materials to provide at public events
  - iii. Conduct public education events
- 3. Advocacy (members on committee: Bock, Vajpeyi)
  - a. Purpose
    - i. Speak on behalf of the HRC on public concerns/issues
    - ii. Recommend appropriate actions to involved parties
  - b. Goals
    - i. Maintain HRC involvement in the local complaint process for those that wish to engage at the city, not state level
    - ii. Serve as communication first responders
  - c. Tasks
    - i. Help complainants fill out forms
    - ii. Coordinate ICRC cooperation
    - iii. Provide training on the complaint process
    - iv. Work with staff on HRC website page
    - v. Field community concerns
    - vi. Attend City council meetings and work to maintain regular proclamations.
    - vii. Provide first response to concerns and issue general statements regarding community public relations incidents
    - viii. Receive and respond to complaints and concerns
- 4. Executive (Chair-Vajpeyi, Vice Chair-Bock, Past Chair-Luvert)
  - a. Purpose
    - i. Guide and provide structure to regular HRC meetings and serve as experienced group to lead newer members
    - ii. Collaborate with other City groups
    - iii. Recruit new members
  - b. Goals
    - i. Provide institutional knowledge continuity with new members
    - ii. Recruit new members who will add to the Commission in both ideas and diversity of backgrounds.
  - c. Tasks
    - i. Ensure committees hold regular meetings
    - ii. Set the agenda for regular HRC meetings
    - iii. Serve as a liaison with the city.
    - iv. Recruit and interview new HRC applicants.
    - v. Maintain and revise bylaws
    - vi. Create and manage budget
    - vii. Create and present annual report

**INQUIRY/CONCERN/COMPLAINT INFORMATION**

As previously mentioned, the CFHRC’s focus has shifted away from formal complaints and investigations to focus on education, advocacy and outreach. Although the Commission’s focus has changed, it is still available to hear concerns. Upon hearing a concern, the Commission will then seek to provide appropriate resources and will refer the concern to the appropriate channels to be handled and addressed. The Commission was made aware of and addressed three concerns in FY22. Below is a brief summary of how the CFHRC addressed said concerns.

1. The Commission handled a concern by partnering with Cedar Falls Public Safety for education and information. Education and information then shared with respective party.
2. The Commission provided human rights information and education by sharing resources with respective party.
3. The Commission made the appropriate organization aware of a complaint and urged the organization to investigate and handle appropriately.

**ANNUAL BUDGET**

Source	Received	Dollars Spent	Dollar Unspent
General Fund	\$ 1,500.00	\$ 794.34	\$ 705.66

**ACTIVITIES/EVENTS/TRAINING/CONFERENCES**

1. Approval of the FY22 Cooperative Agreement with Iowa Civil Right Commissions
2. Participated in Cedar Valley Pride Fest on August 28, 2021
3. Issued an MLK Publication in the Waterloo Courier and to social media accounts
4. Hosted a Genealogy Event for African American Heritage Month on February 17, 2022
5. Multiple commissioners participated in the UNI Cultivating Justice: A Quest Toward Racial Equity Project
6. Continued work on updating CFHRC website including approving a layout of the concern intake form
7. Finalized and approved concern response criteria and guidelines
8. Presented FY21 annual report to city council in April 2022
9. Suggested the increase of CFHRC members from 9 to 11 which was approved in February 2022
10. Presented certificates to three women during Women’s History Month
11. Developed a new member training document
12. Created a calendar of events/proclamations
13. Hosted a new member recruitment event in May 2022
14. Participated in internal disability awareness training and conversations
15. Multiple commissioners participated in short bio-videos for promotion of CFHRC
16. Multiple commissioners attended a Juneteenth information event at the Cedar Falls Public Library



- 17. Continued work on developing and clarifying committee roles
- 18. Increased development of use of CFHRC promotional materials

**COMMISSIONERS DURING FY21**

<b>Name</b>	<b>Appointed</b>	<b>Last Re-Appointment</b>	<b>Term Expires</b>
Jordyn Beranek	01/19/2021		07/01/2024
Sonja Bock- current Vice Chair	11/16/2021	07/01/2022	07/01/2025
Melissa Heston	01/19/2021		07/01/2024
Teri Jorgensen	05/23/2011	07/01/2019	07/01/2022
Dave Kivett	02/01/2021	07/01/2022	07/01/2025
Susan Langan	05/13/2002	07/01/2020	Resigned 06/2022
Spencer Luvert- current Past Chair	07/26/1999	07/01/2020	07/01/2023
Eashaan Vajpeyi- current Chair	04/14/2021		07/01/2023
Mario Basurto	04/14/2021		Resigned 10/2021
Rebecca Whitaker	07/19/2021		Removed

**SUPPORT STAFF FOR FY22**

Brenda Balvanz, Human Resources Specialist  
 Jennifer Rodenbeck, Director of Finance & Business Operations  
 Kevin Rogers, City Attorney  
 Bailey Schindel, Human Resources Manager

**CONTACT INFORMATION**

MAILING ADDRESS: 220 Clay Street, Cedar Falls, IA 50613  
 LOCATION: City Hall, Finance & Business Operations Department  
 HOURS: 8:00 a.m. – 5:00 p.m., Monday – Friday  
 TELEPHONE: (319) 273-8600  
 FAX: (319) 268-5126  
 REGULAR MEETINGS: Second Monday of most months at 6:00 p.m.  
 MEETING LOCATION: Cedar Falls City Hall

WEBSITE: <https://www.cedarfalls.com/86/Human-Rights-Commission>

SOCIAL MEDIA: <https://www.facebook.com/HumanRightsCF/>

[https://twitter.com/Human\\_Rights\\_CF](https://twitter.com/Human_Rights_CF)



MAYOR 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:** Chair, Finance and Business Operations Standing Committee  
**DATE:** October 11, 2022

**SUBJECT: Referral to consider changing the order of the council meeting agenda and miscellaneous administrative corrections**

**REF:** (a) CFD 1121.22: Council Meeting Procedures

1. The City Council recently referred to your committee a request to change the order of "Council Updates and Announcements" and "Council Referrals" under Rule 3.1 of Reference (a). Your committee may provide a recommendation on this to the City Council after discussion. No staff presentation will be provided, as this is simply a matter of Council preference as the council deems fit.
2. In this consideration, I also request that the Committee consider and recommend to the full council the following changes to the Council Meeting Procedures:
  - a. Remove Rule 4.9 as it is a duplicate of Rule 4.5. Rule 4.18 can be shifted up into its place to avoid having to renumber any other rules in Section 4.
  - b. Delete any references to City Code sections which were eliminated in the last City Code update in our October 3<sup>rd</sup> council meeting. Rule 6.5, 7.1, 7.2, and 7.4 contain examples.
3. Thank you in advance for your consideration of potential improvements to this important guiding document.

Xc: City Administrator  
City Clerk

###



# ***Our Tomorrow***

*THE CAMPAIGN FOR UNI*

# Our Tomorrow

THE CAMPAIGN FOR UNI

Item 1.

## OUR VISION

To build the UNI tomorrow needs

## OUR GOAL

\$250 Million

## OUR MOMENT

2020-2026

## FOUR PILLARS

Student Access & Success  
Engaged Learning  
Academic Programs & Faculty  
Iconic Spaces





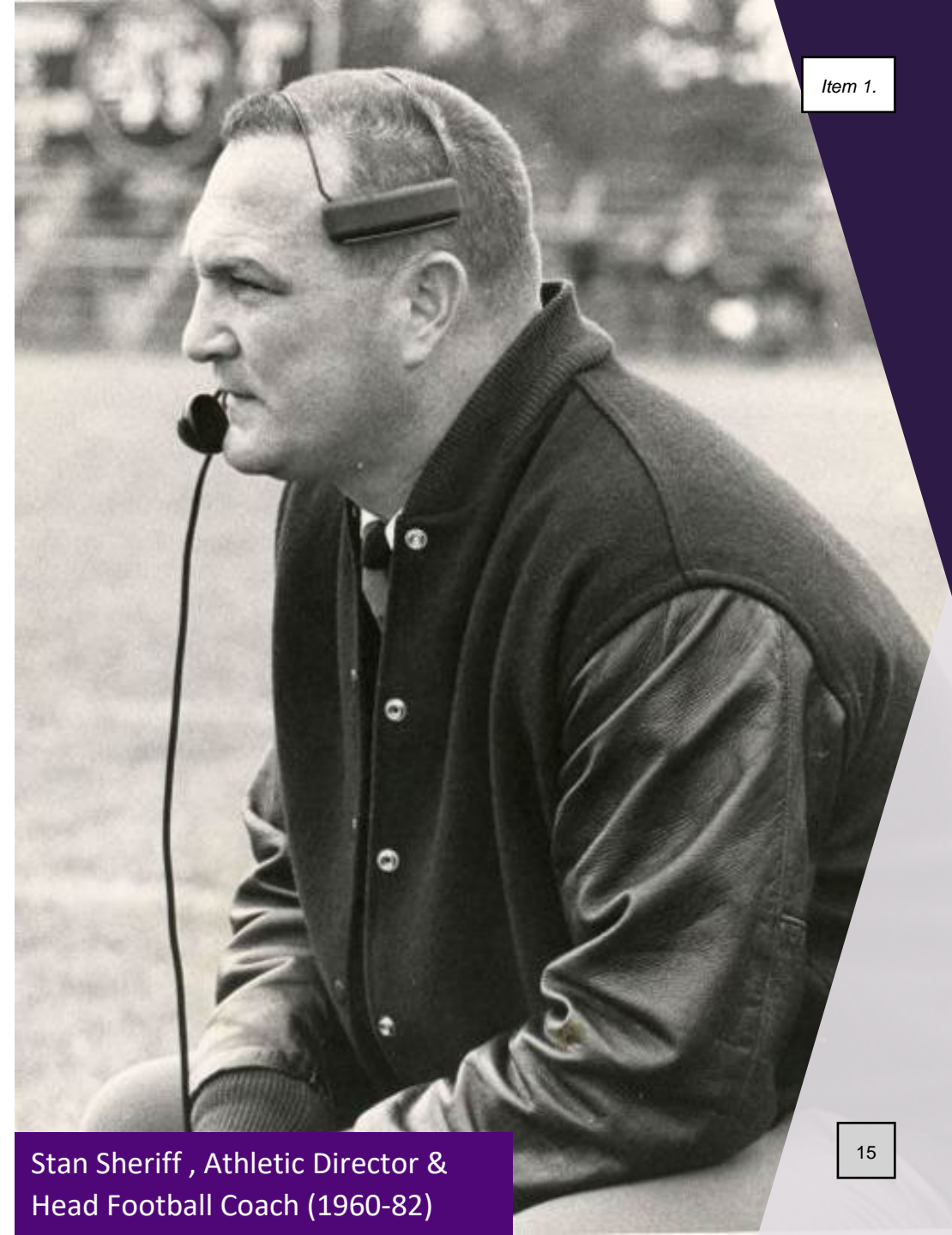
RENEWING THE UNI-DOME

# Our Tomorrow

THE CAMPAIGN FOR UNI

# THE VISION

/ To give UNI a year-round multi-purpose stadium. /



# Something for everyone

Iowa's only truly multi-purpose, domed coliseum...  
The proposed University of Northern Iowa Uni-Dome.

**big name entertainers  
...and circuses**



**sales meetings and business conventions**



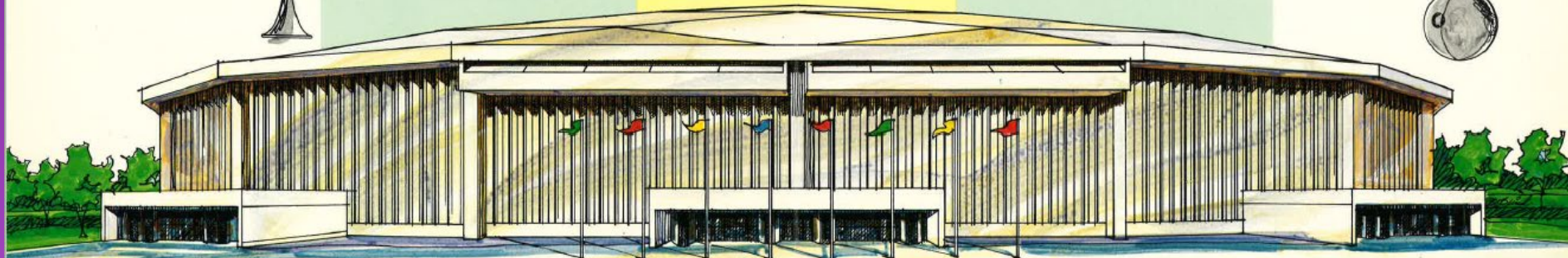
**pop music concerts... pageants**



**convocations, commencements**



**high school football playoffs, basketball and wrestling tournaments**



## UNI football



High school and UNI football will be played on the Uni-Dome's completely removable, artificial gridiron turf. Seating capacity will be 12-19,000.

## large exhibitions



Community and business-oriented groups will be able to use the coliseum for sales meetings, conventions and related activities.

## UNI basketball and track



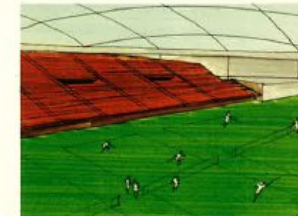
The stadium's base surface permits a basketball court and 220-yard oval running track—all under cover. The UNI Dickinson Relays, under the Dome, could well become a national event.

## special attractions



Pop music concerts, theatrical productions, circuses, shows and college commencement exercises are special possibilities for Uni-Dome use.

## UNI wrestling, tennis



Facilities in the Uni-Dome also will include wrestling and gymnastics areas, tennis and handball courts, classrooms, and administrative offices.



# UNI Fund Drive To Benefit Area

THE \$10 MILLION, 10-year centennial fund-raising campaign to finance a broad range of significant improvements at the University of Northern Iowa merits widespread public support.

Both UNI and this entire area stand to reap great benefits when the fund drive's objectives are achieved.

AS PROPOSED by UNI and approved by the State Board of Regents Friday, the campaign seeks to finance two major campus projects and a host of other vital educational resources.

The two major projects, estimated to cost \$8-8½ million, are:

1. A MINI-DOME coliseum with seating for at least 12,000 persons. This covered, all-weather athletic facility would be unique in Iowa.

2. A NEW AND SORELY-needed auditorium building with seating capacity for 2,000 persons. The present UNI auditorium was built in 1900 and needs major refurbishing. It seats no more than 1,300 and is recognized as a fire hazard.

ALTHOUGH THESE TWO capital projects represent the major thrust of the campaign, officials expect that \$1½-2 million would be available for a multi-

These would include:

1. BUILDINGS AND facilities such as a museum, a planetarium, an observatory, a rare book room in the UNI Library, as well as art exhibit space.

2. Special apparatus such as a mass spectograph, small stand-alone computer for math and physics, industrial arts equipment and growth chambers for biology.

3. Faculty scholarships and faculty chairs, public relations symposia and special seminars to explore in new directions in various programs and degree offerings.

4. Land acquisitions for a summer field station for geology and native vegetation preserves for study and research.

THE MULTI-PURPOSE mini-dome certainly is the most spectacular of the planned projects and offers many benefits to UNI and Northeast Iowa.

It would accommodate a wide variety of athletic contests, including football. It also would handle a major segment of UNI physical education and recreation activities for men and women students.

The mini-dome would be an ideal site for many community and area programs. High school football

haps even the state football playoffs) could be accommodated.

FANS AND ATHLETES alike would benefit more from an all-weather athletic facility in this climate than Texans benefit from the Houston Astrodome.

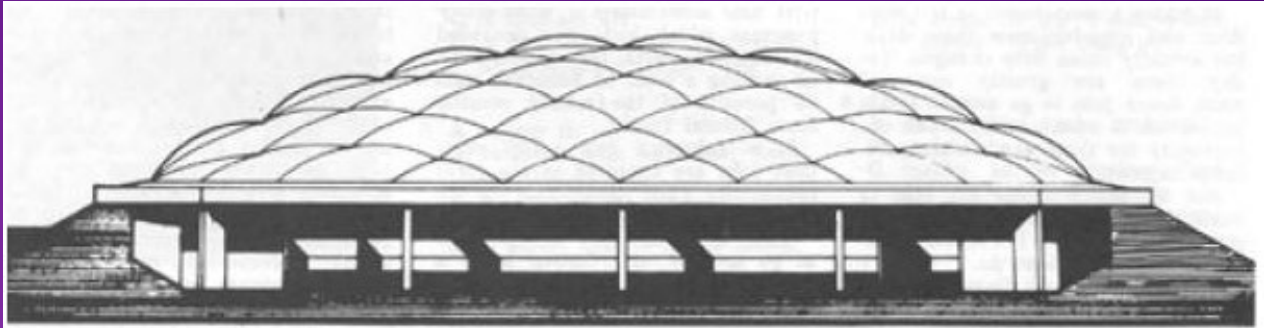
Although the mini-dome would be a tremendously valuable asset for this area, all of the projects embraced in UNI's 10-year fund drive are important. It is planned to carry them out on a priority basis.

Most of the money will come from private sources, not from tax revenue. Some student fee money accumulated in the building fund since 1966, along with future fees, will be used on the academic portions of the buildings.

The \$10 million goal is ambitious. It needs and deserves public support.

UNI's PLANS stand with Waterloo's approval of the Conway Square Civic Center bond issue as evidence that Northeast Iowa looks to the future with optimism.

It seems this area believes in self-help. That's the best kind.



**Early architectural drawing of the Dome, 1972.**



**Athletics Director Stan Sheriff, Secretary of Agriculture Robert Lounsberry, T. Wayne Davis, Governor Robert Ray, and President John Kamerick, 1973.**

# THE WORK

/ To convince people a domed facility was needed and could thrive. /



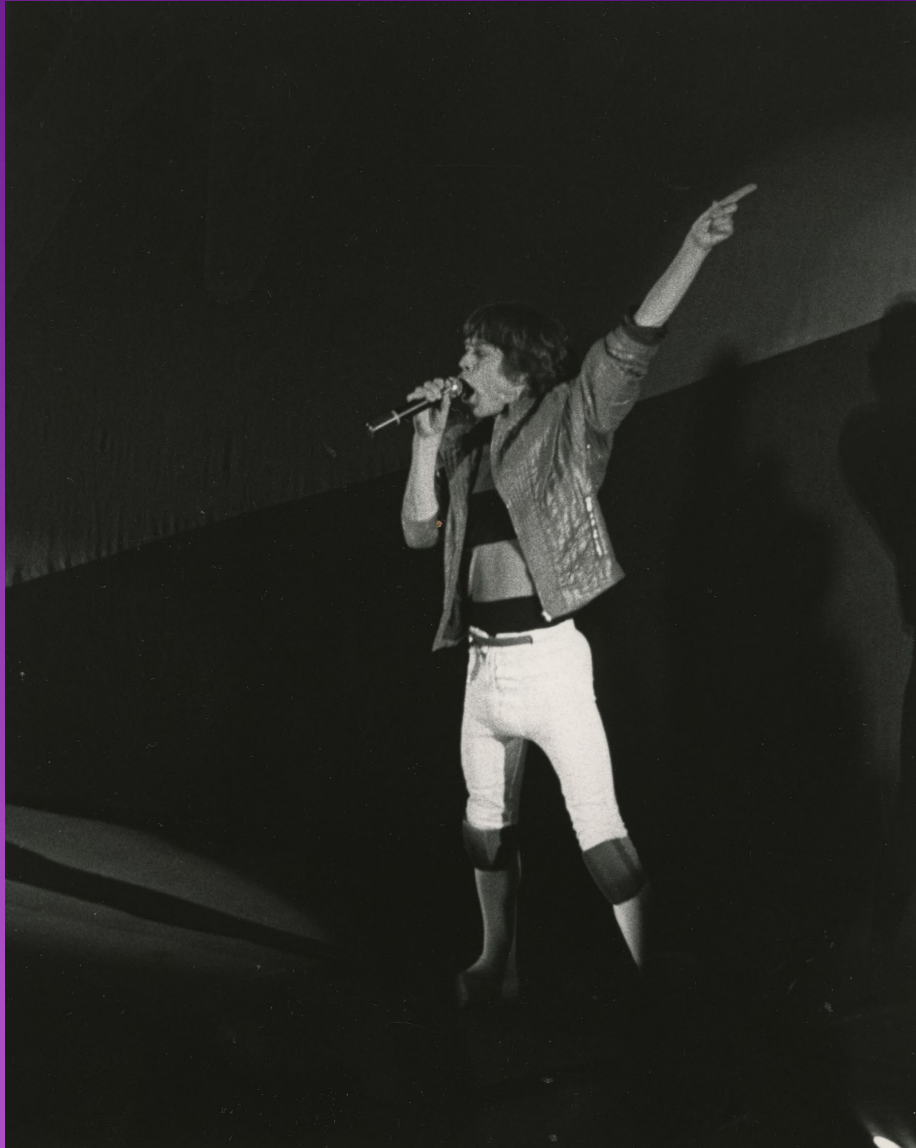
T. Wayne Davis



# THE LEGACY

/ To impact the university, community, and state for almost 50 years. /







IT'S TIME TO RENEW THE UNI-DOME  
**tomorrow** needs.

# Home of Panther Athletics

True to its roots, the UNI-Dome has supported the growth and success of Panther Athletics for nearly five decades.





# A Pillar of the Community

The UNI-Dome isn't just a UNI landmark — it's a vital part of the quality of life and economic strength of the Cedar Valley.



Item 1.

# A Pillar of the Community

Over 500,000 visitors annually generating \$17 million in economic impact.

- / Iowa High School Football Championships
- / UNI Army ROTC training
- / Junior college football championships
- / Sports camps and clinics
- / Special Olympics
- / Arts and craft shows
- / Sportsman show
- / Boat show
- / Believe USA Wrestling events
- / Intramural sports
- / Soccer tournaments
- / Concerts
- / Voting site
- / STEM festival
- / Graduation ceremonies



# What about the **next** 50 years?

# Background Research

Became part of our strategic plan  
“Panthers Rising” in 2018.

Fall of 2019, engaged with a consultant  
to conduct feasibility study.

## Study Goals:

- / Provide a modern multi-purpose facility.
- / Raise the profile of Panther Athletics and ensure the long-term viability of the UNI-Dome.
- / Improve amenities and infrastructure.

# Tomorrow's UNI-Dome

It's time to renovate and renew our UNI-Dome to serve our fans, athletes, community and state for the next generation.

## Project Highlights:

- / New seating, restrooms and premium areas
- / New indoor track
- / New lighting, sound system and signage
- / New football team meeting room
- / New fabric roof
- / Centralized entrance and expanded concourse
- / Greater accessibility for all



UNIVERSITY OF NORTHERN IOWA

UNI  
WELCOME TO THE  
UNI-DOME

UNI  
WELCOME TO THE  
UNI-DOME

TICKET

TICKETING

West Exterior Entrance View



West Exterior Entrance View



West Concourse Looking South View





West Women's Restroom View

Concept Study Only



West Concourse View



West Concourse Looking North View

Concept Study Only



*Concept Study Only*

South Endzone View (Field)



Football Team Meeting Room



South Endzone View (Track)



Midfield View West

Concept Study Only



**PANTHER**

West Suites Expansion





West Suites Corridor View



*Concept Study Only*

**East Exterior Entrance View**

Project Goal

# \$50 million

### Three Phases

- / Football team meeting room, roof replacement, west addition
- / Enabling, track replacement, bowl improvement
- / Graphics, sound system



# Investing in the Future

It's our turn to renew the vision for the UNI-Dome for the next 50 years.

## An Opportunity to:

- / Support the next chapter of success
- / Bring the next generation of major events
- / Elevate the UNI-Dome experience
- / Strengthen Panther pride for all
- / Build upon the legacy of the UNI-Dome
- / Contribute to the economic impact



INVESTING IN THE FUTURE  
**begins with you.**



Item 1.

# *Our Tomorrow*

*THE CAMPAIGN FOR UNI*