

## COMMITTEE OF THE WHOLE

City Hall – Council Chambers

October 5, 2020

The Committee of the Whole met at City Hall via teleconference at 5:35 p.m. on October 5, 2020, with the following Committee persons in attendance: Mayor Robert M. Green, Frank Darrah, Susan deBuhr, Kelly Dunn, Simon Harding, Daryl Kruse, Mark Miller, and Dave Sires. Staff members attended from all City Departments, as well as members of the community teleconferenced in. Amy Riveria with the *Waterloo Courier*, as well as members of the community teleconferenced in.

The Mayor introduced the first item on the agenda Library Trustee Interview – Reginald Green. Mr. Green introduced himself and stated he was influenced at an early age to go to the library. He also stated he has been involved at the University with various committees and boards and has been with Cedar Falls Public Art Committee. A brief discussion was held.

Mayor Green introduced the second item on the agenda Great American Rail Trail. Kim Manning Visitor & Tourism/Cultural Program Manager reviewed the Great American Rail Trail, which is a scenic trail across the United States from Washington State to Washington DC. She explained this can be used for walking or biking and will have an economic impact to the communities along the trail. She reviewed maps of the trail, and she zoned in on the area in Cedar Falls. Chris Sevy Planner I, who also is the liaison to the Bike Pedestrian Committee, stated Cedar Falls has been designated a bike friendly community since 2009 and made various map updates since then. Ms. Manning stated 1,900 miles of the 3,700 miles of trail is complete. Mr. Sevy stated 55% of the trail in Iowa is complete. He further explained the segment in George Wyth State Park is in despair. He reviewed grant funding which helped complete various segments in Iowa. Mr. Sevy stated they hope to have 100 miles of the trail to be completed in 2020. Ms. Manning stated city staff continues to market the trails and stated the American Discovery Trail is another trail which travels across the United States. Mayor Green opened it up for discussion. Ms. Manning stated there has been tourism signage installed along the trail. Mr. Sevy stated the trail through George Wyth has funds to complete a partial project but more donations are needed. He said the trail does need to be widened to 10 feet.

There being no further discussion, Mayor Green introduced the final item on the agenda Parking Large Vehicles and Trailer on City Streets. Kevin Rogers City Attorney stated this is the third time in four years we have visited this topic. He reviewed the current ordinance and what the restrictions are for street parking. He stated commercial trailer is not a defined vehicle in the Iowa code. He said the current ordinance doesn't quite catch the parking of large vehicles. Mr. Rogers said safety concerns, tying up available on-street parking and neighborhood aesthetics are items to be considered. He said they reviewed how other cities regulate parking. He reviewed the staff recommendation, listing the vehicles subject to the ban with an exception of actively loading and unloading or providing services. He said the vehicles not included in the proposed language are cars, SUVs, pickups and passenger vans. He said the ban applies to all trailers.

Mayor Green opened it for discussion. Councilmember deBuhr stated this would ban trailers hauling bikes, snowmobiles, boats, etc., correct? Mr. Rogers said yes. Councilmember Harding wondered about making exceptions for types of trailers. Mr. Rogers explained Iowa code doesn't define a commercial trailer and they aren't licensed as such. Councilmember Kruse said we need to define the commercial trailer. Jeff Olson Director of Public Safety Services stated the State doesn't issue license registrations as commercial, however if they look up a license plate it may come back registered to a company. Councilmember Harding said a size ban for a trailer would be a good place to start. Mr. Rogers stated he could research what other cities have defined and staff could draft a definition. Councilmember Sires said the trailer should be hooked to a personal vehicle, such as car or pickup. Mr. Olson reviewed the process the officer's use for the 48- hours parking limit. He said if there was a total ban, he would like to educate the public rather than issue a citation.

Mayor Green opened it for public comment. Whitney Smith, 2904 Neola Street, suggested using a permit for service work or restrict parking based on the size of the street. Councilmember Kruse motioned for staff to draft an ordinance based on the proposed ordinance language while defining a commercial vehicle, commercial motor vehicle, and commercial trailer in the ordinance. Simon Harding seconded the motion. Ron Gaines City Administrator stated a building permit is issued and could cover the service work being performed. Councilmember Kruse stated the last sentence of the proposed language would cover the service work aspect. Motion passed 6-1 (aye- Darrah, Dunn, Harding, Kruse, Miller, and Sires; nay – deBuhr).

There being no further discussion Mayor Green adjourned the meeting at 6:48 p.m.

Minutes by Lisa Roeding, Controller/City Treasurer



**MAYOR ROBERT M. GREEN**

**CITY OF CEDAR FALLS, IOWA**

220 CLAY STREET  
CEDAR FALLS, IOWA 50613  
PHONE 319-273-8600  
FAX 319-268-5126  
www.cedarfalls.com

**TO:** City Council  
**FROM:** Mayor Robert M. Green *Robert Green*  
**DATE:** September 29, 2020  
**SUBJECT:** Nomination of Mr. Reginald Green for Library Board of Trustees  
**REF:** Code of Ordinances, City of Cedar Falls §2-407

1. In accordance with the candidacy and qualification requirements of reference (a), I hereby nominate Mr. Reginald Green for appointment to the Library Board of Trustees to fill the vacancy of a six-year term ending on June 30, 2024.
2. Mr. Green has been interviewed by the Selection Committee and by me separately, and we have collectively determined him to be the most qualified citizen for this appointment; his General Application and Candidate Questionnaire are attached for your consideration.
3. As the City Council has requested the opportunity to interview each Library Board of Trustees nominee, I will schedule this for a Committee of the Whole meeting very soon.
4. I will also make note that Mr. Green is of no relation to me.

Encl: (1) Mr. Reginald Green – General Application and Candidate Questionnaire

Xc: City Administrator  
Director, Finance and Business Operations  
Library Director

###



CEDAR FALLS LIBRARY BOARD OF TRUSTEES  
Nominee's Questionnaire

1. Why would you like to serve on the Cedar Falls Library Board?

*As a long time member of this community I have been a patron ever since I first arrived. I remember the old building and appreciate the growth. To be relevant the library must have a progressive outlook. I try to provide a progressive outlook and keep a prospective that looks to include the marginalized of the community.*

2. What are your views on the importance of a library in a community?

*Libraries reflect the intellectual vitality of a community and its core values. A library should be inviting to all visitors. It should be intellectually engaging, relaxing, fun, and offer more than visitors expect. The library can serve as the face of the community and needs to make a good impression not just physically but as a service to the public.*

3. The Cedar Falls Library is owned by the City of Cedar Falls. What are your views on the role of the Library Trustees keeping the City informed and involved in Library operations?

*Sharing our message with the City Council as well as patrons and the public in general goes a long way in cultivating support.*

4. Library Trustees have full operational and fiduciary responsibility managing the Library. What experience do you have in the areas of personnel management, financial operations, litigation, business operation, and risk management?

*I was Director of student services departments at the University of Northern Iowa for almost 30 years. In those roles I was part of the University administration reporting directly to divisional vice presidents serving at the pleasure of the president. My responsibility included budget development and management; personnel hiring, evaluation, development and salary; strategic planning and program evaluation as well as assignments to University wide task forces and committees.*

5. What are your views on customer service?

*My experience in the CF Library has been quite positive when it comes to customer service. I assume there are regular evaluations that include a measure of customer service.*

6. Do you believe that all Library should be offered free of charge or should there be reasonable fees for select programs and services that extend beyond basic Library offerings?

*It may be reasonable but I need more information concerning costs and value of the service.*

7. What role do you feel a Trustee and Library Director should play fund raising to support Library operations?

*I assume with a small staff that the Director has to perform the development director's role. The Library Director provides the leadership and direction for fund raising efforts. The Director would serve as the link between the Friends of the Library and the Trustees contributions to fund raising. The Trustees can also be supportive in identifying and approaching select people for a major gift. It is important to keep in mind that fund raising is really friend making and earning the right to ask a donor to join us in our mission and vision.*

8. What role do you believe federal and state grants play in the operation of a Library?  
*Grants of any kind have played a critical in public libraries for many years as Carnegie Libraries have shown since 1883. Grants do not diminish the importance of direct tax supported City funding and private donations. Grants serve to promote creative, innovative, cutting edge activities not always fundable with the ongoing budget*

9. Do you have a view regarding the sharing of services with the Waterloo Library, including a Library Director?

*As a card carrying member of both libraries, I am open collaboration with them as well as the University and Hawkeye. Each has their unique mission but finding opportunities to pool resources, cooperative programming and network is a rational decision.*

10. Should the Library operate under the same personnel and financial policies as the City and should services between the City and Library be coordinated? (examples include: building maintenance, ground maintenance, telephone services, computer operations and janitorial services)

*I don't have enough information to offer an opinion. I would like to have a feel for the needs of the library staff as well as the patrons. De centralized services often works well in large organizations but more information is needed to speak to this situation.*

Reginald Green  
Signature

June 5, 2016  
Date

# LIBRARY BOARD OF TRUSTEES CANDIDATE QUESTIONNAIRE

Item 1.



Name: Reginald Green

Date: 8/7/2020

Can you attend board meetings on the 1<sup>st</sup> Wednesday of the month at 4pm at the Cedar Falls Library?  Yes  No

**1. Why are you interested in serving on the Library Board of Trustees?**

As the result of my personal background, I have been passionate about the role of libraries in a person's life my entire life. Being selected for the Library Board would be an opportunity to contribute to the well being of the community. I see my participation on the Board as a chance to better understand the workings of a public library as well as an offering of my time and talent to the community.

**2. What is the role of the Public Library in supporting the community as a whole?**

In addition to transmitting knowledge, a library offers occasions to imagine, explore, and dream. Libraries are a measure of the health and wellbeing of a community. Libraries summarize the fitness of the various community institutions, including educational, economic, industrial, arts, cultural, and religious.

**3. Because the Cedar Falls Public Library is owned by the City of Cedar Falls, what is the appropriate role of the Trustees in keeping the City informed and involved in library operations?**

The role of the Trustees in my view is to see their participation as representing the community as a whole and guard against their personal bias being too influential. Historically library professionals have been leaders in confronting unfair censorship. A Trustee should be supportive of the professionals while representing the least powerful in the community.

**4. The Trustees provide operational and fiduciary oversight for the Library; what is your experience in personnel management, financial operations, litigation, business operation, and risk management?**

My professional career in higher education has afforded me the opportunity to serve 17 years as a department administrator responsible for all aspects of personnel activities, budget, planning, research, program planning and implementation. For 38 years I was employed as an administrator, professor, counselor, researcher, athletics coach at colleges and universities.

**5. Should the Cedar Falls Public Library be completely free of charge, or should fees be charged for select programs and services that extend beyond basic library offerings?**

As a general question i would want to keep the services of a public library free. I appreciate that opportunities for library services expand each faster than budgets. Therefore, it may be necessary to start a service for a fee but our goal should be to keep the library as a free public service.

**6. If Library materials selection or self-censorship violates a Trustee's personal beliefs, how might that Trustee best respond?**

It is important that individuals feel comfortable expressing their personal beliefs in a Board meeting. However, they must understand their role is to represent the community at large. Also, there are alternatives to handling what might be considered by a high percentage of the public as objectionable materials. Further, overtime the definitions of objectionable materials changes.

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**Please send this completed Candidate Questionnaire by the published deadline to:**

City of Cedar Falls, Boards & Commissions, 220 Clay Street, Cedar Falls, IA 50613, fax to (319) 268-5126, or e-mail to [boards@cedarfalls.com](mailto:boards@cedarfalls.com). You will be notified shortly if selected as a Finalist for the appointment



## DEPARTMENT OF COMMUNITY DEVELOPMENT

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

### INTEROFFICE MEMORANDUM

**TO:** Mayor Robert M Green and City Council  
**FROM:** Kim Manning and Chris Sevy  
**DATE:** October 1, 2020  
**SUBJECT:** Great American Rail Trail Presentation to Committee of the Whole

Please see the attached presentation that will be shared at the October 5, 2020 Committee of the Whole meeting. This presentation is being made in response to a Council referral made on August 17, 2020.

Thank you.

Cc: Stephanie Houk Sheetz



***Great American Rail Trail  
and Trails Promotion  
Community Development Department***

***Committee of the Whole Meeting  
October 5, 2020***



# Visitors & Tourism Trails Promotion



HERE,  
EVERY DAY  
FEELS LIKE  
SATURDAY.

*We know how to weekend.*



CEDAR FALLS



CEDARFALLSTOURISM.ORG  
800.845.1955



## IOWA TRAILS

Visit the Iowa Great Lakes / Okoboji area and ride our 100+ miles trail system, both paved trail and street loops. See our website for maps.  
[www.DickinsonCountryTrails.com](http://www.DickinsonCountryTrails.com)  
(712) 330-9464

Cycle Cedar Falls with 100+ miles of hard-surfaced trails to explore by day and an awesome historic downtown packed with local restaurants and shops to entertain by night.  
[www.CedarFallsTourism.org](http://www.CedarFallsTourism.org)  
(800) 845-1955

Plan your trail vacation! Come and enjoy our 89 mile paved trail with a 72 mile interior loop! Visit 14 trail communities and bike into Des Moines. One of America's best recreational trails!  
[www.RaccoonRiverValleyTrail.org](http://www.RaccoonRiverValleyTrail.org)  
(515) 465-3577

Winneshiek County has miles of hard paved surfaces to explore while visiting culturally rich communities.  
[www.VisitDecorah.com](http://www.VisitDecorah.com)  
(800) 463-4692

The Quad Cities is home to a network of more than 100 miles of trails and intersects with the American Discovery Trail and the Mississippi River Trail.  
[www.VisitQuadCities.com](http://www.VisitQuadCities.com)  
(800) 747-7800

This ad paid for in part by the Iowa Tourism Office.  [www.Travellowa.com](http://www.Travellowa.com)



# Cedar Trails Partnership

## All Volunteers

- **Grants**
- **Advocacy**
- **Fundraising**
- **Trail Patrol**
- **Communications**



# ***Bike Ped Committee***



- 2009 – Cedar Falls receives Iowa’s first Bicycle Friendly Community designation
- 2009 – Bicycle Plan adopted
- Bicycle and Pedestrian Advisory Committee established
- 2015 – Plan Map update
- 2020 – Plan Map update

# Bike Ped Committee



WEDNESDAY'S ON WHEELS



4th & Main St  
Cedar Falls, Iowa

ROAD & TRAIL RIDES

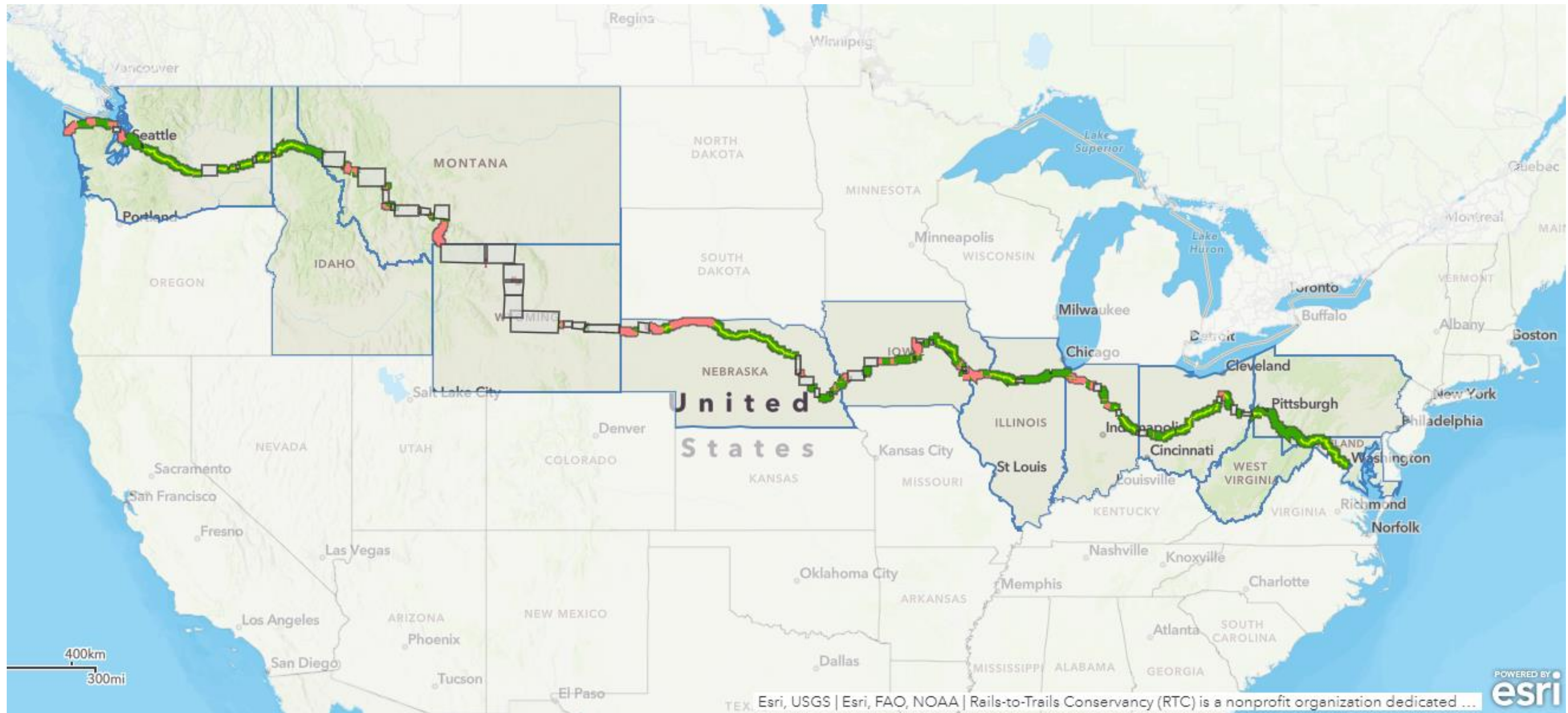
"NO RIDER LEFT BEHIND"

CEDAR VALLEY ASSOCIATION FOR SOFT TRAILS

# CVAST

BIKE HIKE RUN SKI EXPLORE

# Great American Rail Trail



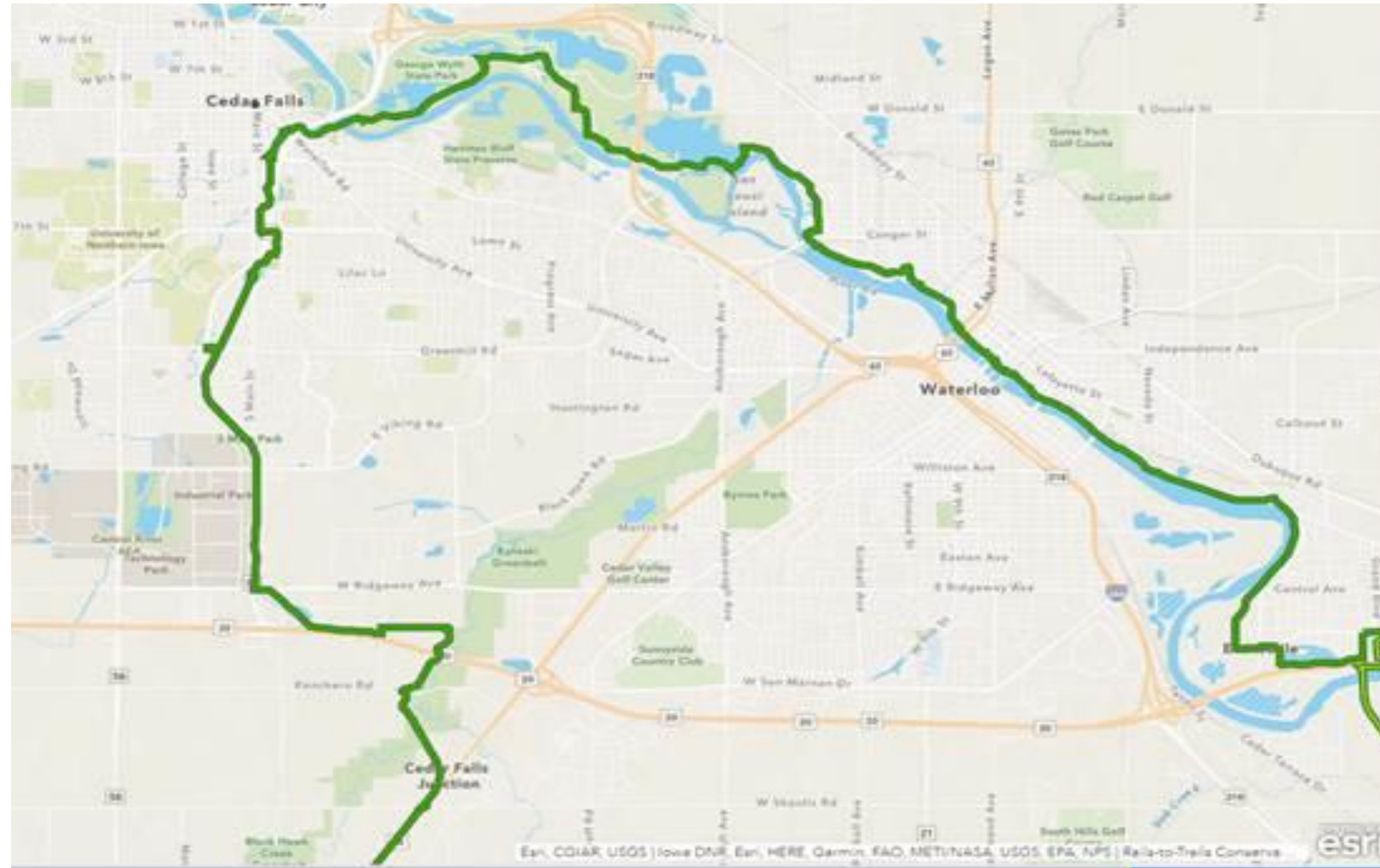
**Washington State to Washington DC | 1,900+ miles | 52% Complete**

# ***Great American Rail Trail – Iowa***



***Cedar Valley Nature Trail, Raccoon River Valley Trail,  
Wabash Trace Trail, High Trestle Trail  
445 miles | 55% Complete***

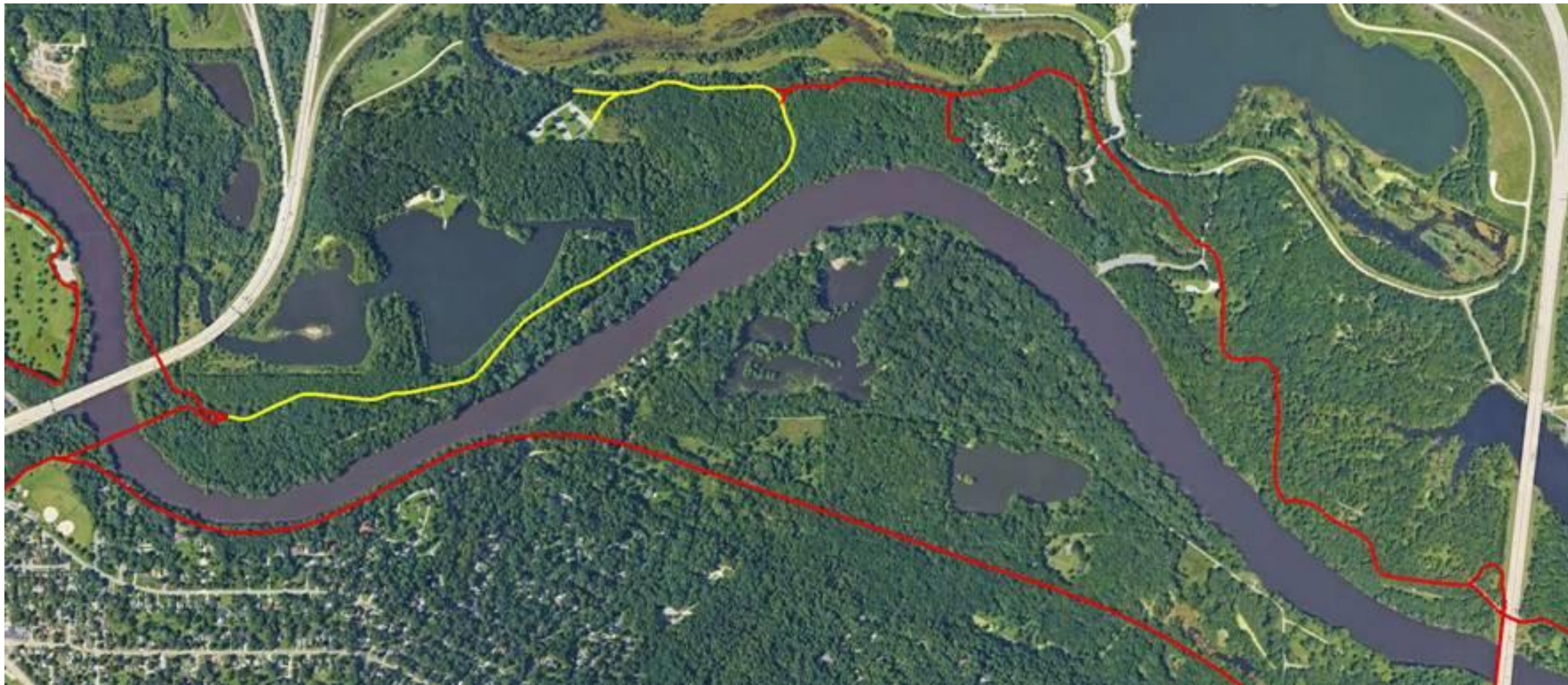
# ***Great American Rail Trail – Cedar Falls***



***Sergeant Road Trail, Cedar Prairie Trail, Cedar Valley Lakes Trail***



# ***George Wyth State Park***



***Cedar Valley Lakes Trail***

# ***Great American Rail Trail Funding***

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***RTC hopes to access \$5,562,099 in Iowa Recreational Trails Program and TA Set-Aside Funds and \$92 million in Federal Funds***

***100 miles of new trail to be completed in 2020***

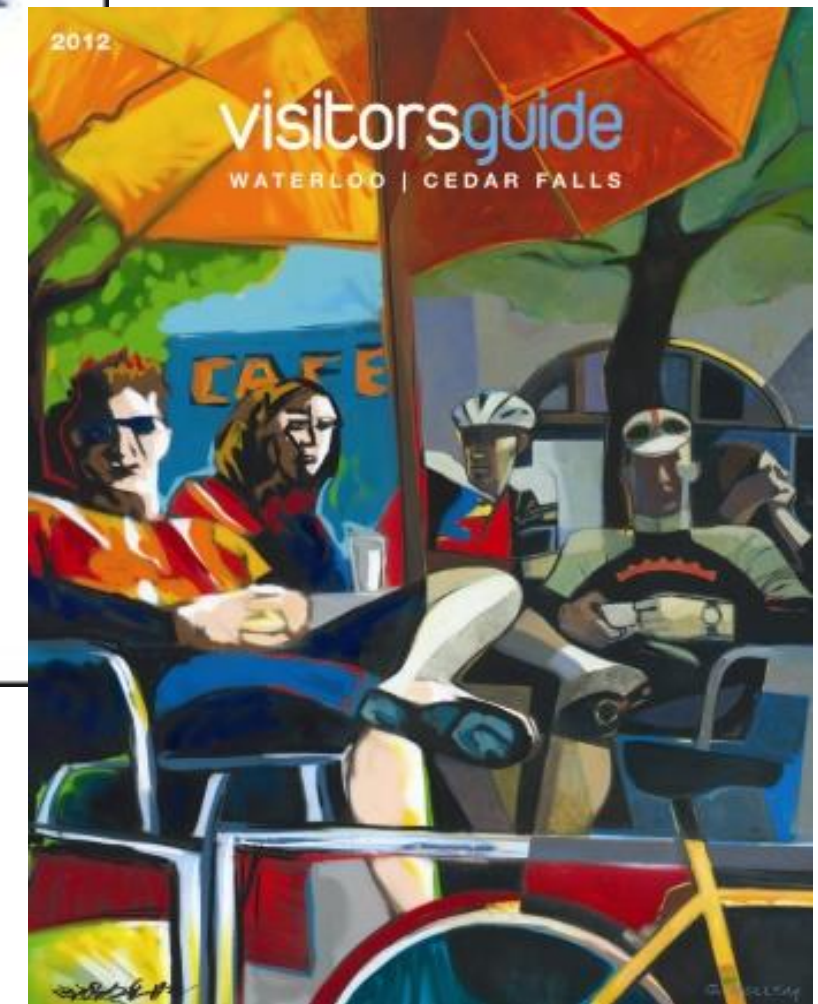
- \$375,000 in state grant funding to complete 4.4 miles of paved Iowa River Trail between Steamboat Rock and Eldora.
- \$530,000 in state funding and \$200,000 in regional funding to pave more than 3 miles of existing crushed-stone Heart of Iowa Trail
- \$403,175 in state grant funding to complete a one-mile extension of the High Trestle Trail Extension between Bouton and Woodward.

# Great American Rail Trail Advantages

The screenshot shows the Rails-to-Trails Conservancy website. At the top left is the logo. To the right are links for 'Log in', 'Register', 'DONATE', and 'RENEW'. A navigation bar contains 'Meet RTC', 'Our Work', 'Experience Trails', 'Resources', 'Get Involved', and 'Ways To Give' (highlighted in red), along with a search icon. Below the navigation bar is a breadcrumb trail: 'Home > Trailblog > Iowa's Cedar Valley Nature Trail'. The main heading is 'Iowa's Cedar Valley Nature Trail', with a sub-heading 'Posted 05/14/19 by Cory Matteson in America's Trails, Trail Use, Health and Wellness'. Below this are social media sharing icons for Facebook, Twitter, Email, Print, and a plus sign. A large photograph shows two cyclists on a paved trail through a wooded area. To the right of the photo is a 'Related Links' section with a list of links: Cedar Valley Nature Trail, Linn County Trails Association, Cedar Falls Tourism and Visitors Bureau, Cedar Trails Partnership, Cedar Rapids Tourism, and Bike Iowa. Below that is a 'Trail Facts' section with the following information: Name: Cedar Valley Nature Trail; Used railroad corridor: Waterloo, Cedar Falls and Northern Railway; Trail website: CedarValleyNatureTrail.com; Length: The original Cedar Valley Nature Trail is 52 miles long; extension projects in Linn County have increased its length to 67 miles; Counties: Benton, Black Hawk, ...

The screenshot shows the 'Trail Moments' gallery page on the Rails-to-Trails Conservancy website. It features the same header and navigation as the previous page. The main content area is a large, artistic image of a paved trail winding through a lush green forest. The text 'Trail Moments' is overlaid in a large, stylized font. Below the image are two buttons: 'SHARE YOUR STORY' (red) and 'VIEW STORY GALLERY' (green). On the right side, there are social media sharing icons for Facebook, Twitter, Email, and a plus sign.

# American Discovery Trail



# Questions? Thank you.



# Parking of Large Vehicles and Trailers on City Streets



Kevin Rogers, City Attorney  
Cedar Falls City Council  
Committee of the Whole  
October 5, 2020

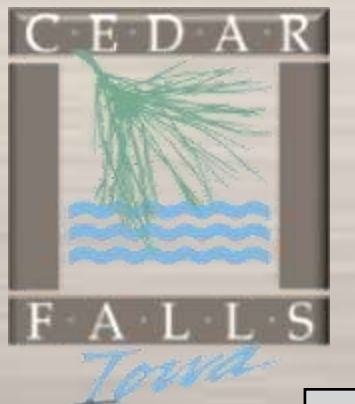


# Current City Ordinances

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## Location Restrictions

- Parking restrictions already exist for certain streets or hours
- Also certain areas on streets such as too close to fire hydrants, fire lanes, near intersections, etc.
- There are regulations with respect to loading and unloading such as in the downtown area and College Hill



# Current Ordinances (cont'd)

## Street Obstructions

- Vehicles in the street which "...amount to an obstruction..." require a banner and if overnight, require a flashing amber light (Sec. 19-71)
- Vehicles may not be left "...standing on or across any street in the city so as to unreasonably obstruct the street..." (Sec. 19-72(a))



# *Current Ordinances (cont'd)*

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- No vehicle shall be parked on a street in a manner so as to leave available less than 10 feet of the width of the roadway for free movement of vehicular traffic (Sec. 23-362)

# *Current Ordinances (cont'd)*

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## Other Parking Restrictions

- No parking on streets for the principal purpose of displaying the vehicle for sale or washing, greasing or repairing the vehicle except for emergency repairs (Sec. 23-367)
- No parking for a continuous period of more than 48 hours (Sec. 23-366 (a)(17))

# Issue

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## Parking large vehicles and trailers on City streets

- Not necessarily an “obstruction”
- Leaves more than 10 feet of free movement
- Parked for less than 48 hours
- Otherwise legally parked (not on the sidewalk, not too close to a fire hydrant, etc.)

Current ordinances do not address this issue

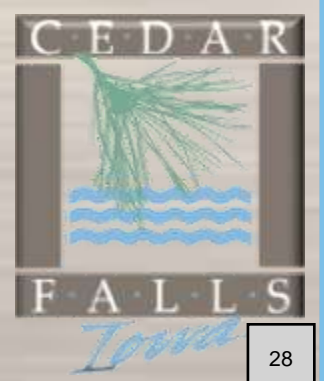


# Issue (cont'd)

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## Considerations

- Safety in terms of vision obstructions for motorists, bicyclists, pedestrians
- Availability of on-street parking for residents
- Neighborhood aesthetics



# Other Cities

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They regulate parking of large vehicles in three ways:

- Description of vehicle (length and width, capacity, or both)
- Time limit which could include a total ban in certain areas
- Exceptions (e.g. Loading and unloading)

# Other Cities

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## Description of vehicle

- Many cities have a laundry list of vehicle types
- Some simplify and use the term “commercial vehicle”
- Size descriptions vary between 72-84 inches in width and 18-20 feet in length
- Weight descriptions vary from a licensed weight of up to 5 tons or freight capacity of one ton or more



# Other Cities

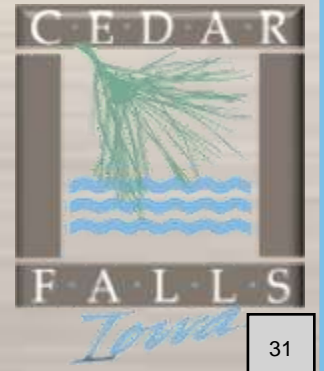
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## Time limit

- Vary from ban to 2-4 consecutive hours

## Exceptions

- Most cities except pickups and deliveries or loading and unloading; some cities except non-residential zoning districts from ban



# Recommendations

List the vehicles subject to the ban by type (e.g., travel trailer, motor home)

- Certainty of description using the definitions in the Code of Iowa
- No judgment call needed on what is commercial vs. non-commercial
- No need for measurements



# Recommendations

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A specific time limit is not recommended

- There is already a 48 hour time limit for all vehicles
- A time limit would allow loading and unloading, for example, but may not cover all situations

# *Recommendations (cont'd)*

## Exceptions

- Recommend excepting actively loading and unloading; providing services
- Distinguishing between zoning districts or limiting ban to only residential areas is not recommended
- Many zoning districts have mixed residential and commercial uses
- Enforcement authorities would need to keep an updated zoning map with them at all times

# *Proposed Language*

No person shall park on any public street or right-of-way or in any public parking lot or facility at any time a motor home, towable recreational vehicle, off-road utility vehicle, manufactured or mobile home, all-terrain vehicle, motor bus, tank vehicle, special truck, multipurpose vehicle, motor truck, road tractor, truck tractor, commercial motor vehicle, commercial vehicle, panel delivery truck, light delivery truck, agricultural equipment, special mobile equipment, construction equipment or any trailer, but not including a pickup or passenger van. This section does not apply to a person actively loading or unloading, or to a person actively engaged in providing authorized services or conducting authorized activities for or upon adjacent or nearby premises, provided that such person is otherwise legally parked.



# *Requested Action*

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Motion to approve the proposed language to be included in an amendment to Code of Ordinances, which shall be considered for adoption by the City Council at a future regular Council meeting.

